

Annual Meeting

Tuesday

January 20, 2026

The Annual Meeting of the Municipal Airport Authority of the City of Fargo, North Dakota, was held Tuesday, January 20, 2026, at 8:00 am.

Present: Bresciani (via zoom), Cosgriff, Kapitan, Ekman  
Absent: Berg  
Others: Bossart

Chair Ekman presiding.

Approved the Minutes of the Regular Meeting Held December 16, 2025:

Cosgriff moved to approve the minutes of the Regular Meeting held December 16, 2025, as amended. Second by Kapitan. On the call of the roll, Bresciani, Cosgriff, Kapitan, Ekman voted aye. Berg absent. Motion carried.

Approved the Order of the Agenda:

Kapitan moved to approve the order of the agenda, moving Item #6 to the regular agenda. Second by Cosgriff. On the call of the roll, Bresciani, Cosgriff, Kapitan, Ekman voted aye. Berg absent. Motion carried.

Approved the Consent Agenda:

Cosgriff moved to approve the Consent Agenda. Second by Kapitan. On the call of the roll, Bresciani, Cosgriff, Kapitan, Ekman voted aye. Berg absent. Motion carried.

1. Approve the airport vouchers totaling \$791,553.68.
2. Approve the individual vouchers:
  - A. CASS COUNTY TREASURER - \$56,930.5  
2025 property/drain taxes.
  - B. MCGOUGH CONSTRUCTION - \$5,390,202.96  
Partial Payment Request #31, terminal expansion and modification.

- C. MCGOUGH CONSTRUCTION - \$598,577.77  
Partial Payment Request #19, parking ramp.
- D. MCGOUGH CONSTRUCTION - \$1,472,467.01  
Partial Payment Request #20 (retainage) – parking ramp.
- E. MEAD & HUNT - \$23,484.03  
Glycol forcemain, construction administration.
- F. ARCONAS - \$521,392.23  
Second payment, 50% balance – terminal expansion furniture.
- G. TERRACON - \$10,280.95  
Quality testing – passenger terminal.
- H. FARGO JET CENTER - \$15,530.30  
2025 co-marketing.
- I. FLINT GROUP - \$5,798.00  
2025 marketing.
- J. GREATER FMEDC - \$15,000.00  
Innovate 28 pledge – 2026.
- K. VOLAIRE - \$1,875.00  
Data subscription.
- L. VOLAIRE - \$17,500.00  
Passenger leakage report.
- M. TERRACON - \$883.00  
Quality testing, passenger terminal expansion.
- N. INDIGO SIGNS - \$132,247.50  
Partial Payment Request #2, electronic sign
- O. TL STROH ARCHITECTS - \$981.00  
Skyway construction administration.

P. MEAD & HUNT - \$2,016.28  
Terminal apron reconstruction – Phase I, construction services.

Q. MEAD & HUNT - \$77,063.75  
Terminal apron expansion.

3. Receive and approve Conflict of Interest document for MAA board members.
4. Designate depositories: First International Bank & Trust and the Bank of North Dakota, per NDCC § 21-04-13.
5. Authorize attendance:
  - FMWF Chamber Military Fly-In, February 22-24, 2026, Washington, DC
  - NAC/AAAE International Aviation Snow Symposium, April 24-29, 2026, Buffalo, NY
  - NAC/AAAE Winter Operations Management Conference, June 8-10, 2026, Salt Lake City, UT

Received and Filed MOU with the City of Fargo Regarding Payment of Special Assessments:

Proposed Memorandum of Understanding, Special Assessment Improvement Districts Impacting Municipal Airport Authority Property was received. After review the board requested clarification from the COF on certain items.

Received November 2025 Financials:

November 2025 financials were received and reviewed.

Kapitan moved to receive November financials. Second by Cosgriff. On the call of the roll, Bresciani, Cosgriff, Kapitan, Ekman voted aye. Berg absent. Motion carried.

Parking Update, Parking Programs:

Gregory Pierson, SP Plus/Metropolis, was recognized and gave an update on parking. He stated the first level of the ramp will be available for short term parking soon. He stated the first 20 minutes are free, each additional 20 minutes is \$2.00, and they recommend a daily maximum of \$30 in the short term.

Pierson gave a brief overview of a corporate parker program as well as a disabled veteran program.

Parking Update, Parking Programs: (continued)

Pierson recommended that we wait until after the peak season in March to look at any price changes in any of the lots.

Kapitan moved to accept the recommendation of SP Plus to set the daily max in short term to \$30 but not make any changes in parking prices until after peak season. Second by Cosgriff. On the call of the roll, Bresciani, Cosgriff, Kapitan, Ekman voted aye. Berg absent. Motion carried.

Received Update from TL Stroh Architects on Parking Ramp Roof and Skyway:

Joe Jenni, TL Stroh Architects, was recognized and stated he does not have any update on the parking ramp roof. He gave an update on the progress on the skyway.

Received Update from Mead & Hunt Regarding Terminal Expansion and Modification Project, Art & Amenities Update:

Mary Schafer, Mead & Hunt, was recognized and gave an update on the punchlist for the expansion. She stated they are on track for the February 9<sup>th</sup> arrivals and February 10<sup>th</sup> departures.

Gena Molica, Mead & Hunt, was recognized via zoom and gave an update from the arts and amenities committee. She stated they are working on the exterior wayfinding and signage and a presentation will be given to the board in March, then put out RFP for signage after board approval.

Received and Approved Request from Fargo Air Museum for Installation of Static-Display Aircraft:

Communication from Maxwell Sabin, Fargo Air Museum Curator, was received and filed without objection. Sabin was recognized and stated the Fargo Air Museum is requesting permission for the installation of a retired North American F-86 Sabre fighter jet in front of the museum's main hangar to honor one of the co-founders, the late Major General Darrol Schroeder. He stated their proposal meets city codes.

Kapitan moved to approve the request from the Fargo Air Museum. Second by Cosgriff. On the call of the roll, Bresciani, Cosgriff, Kapitan, Ekman voted aye. Berg absent. Motion carried.

Discussed Hangar Lease Agreement with NDSCS for A&P School:

Dr. Rod Flanigan, President, NDSCS, was recognized and gave a brief update on the NDSCS A&P school. Dr. Flanigan received clarification on items such as maintenance, snow removal, signage, etc.

Dobberstein stated the proposed lease rate for NDSCS is \$1.00 per year effective March 1, 2026, through June 30, 2027.

Cosgriff moved to approve the \$1 per year lease for the term March 1, 2026 through June 30, 2027, and to pursue with the FAA the \$1 per year concept going forward. Second by Kapitan. On the call of the roll, Bresciani, Cosgriff, Kapitan, Ekman voted aye. Motion carried.

Received and Approved Hangar/Administration Building Lease with the ND National Guard Bureau:

Proposed lease with the ND Guard Bureau for Hangar #4 and Hangar #3 Administration Building for the term March 1, 2026 – September 30, 2029, with seven additional one-year terms, was received and reviewed.

Kapitan moved to approve the building lease with the ND National Guard Bureau. Second by Cosgriff. On the call of the roll, Bresciani, Cosgriff, Kapitan, Ekman voted aye. Berg absent. Motion carried.

Received Construction Cost Estimate from Mead & Hunt for Proposed NGA Hangar Access Road:

Jeff Klein, Mead & Hunt, was recognized and stated he was asked to prepare a construction cost estimate for an access road and taxiway extension to accommodate hangar construction in the NGA. Estimated costs for the access road is \$449,850.00 and for the taxiway extension \$79,668.75 for a total of \$529,518.75.

Kapitan moved to receive and file the construction cost estimate from Mead & Hunt. Second by Cosgriff. On the call of the roll, Bresciani, Cosgriff, Kapitan, Ekman voted aye. Berg absent. Motion carried.

Received Responses to the Request for Statement of Interest and Qualifications for Proposed Airport Hotel:

Tom Schauer, Mead & Hunt, was recognized and reported that the MAA received one response to the request for statement of interest and qualifications for the proposed airport hotel, US Hotel and Resort Management Inc. He stated they own and operate the AeroStay at the airport in Sioux Falls. His recommendation is to establish a hotel committee made up of one of the Mead & Hunt architects, engineer (Jeff Klein), a board member and airport staff to meet with US Hotels to negotiate.

Bresciani moved to accept the recommendation from Mead & Hunt for the proposed hotel project. Second by Kapitan. On the call of the roll, Bresciani, Cosgriff, Kapitan, Ekman voted aye. Berg absent. Motion carried.

Received Passenger Leakage Study Year-End Second Quarter 2025:

Passenger leakage and retention study presented by Volaire Aviation Consulting for year-end second quarter 2025 was received and filed without objection.

Dobberstein stated Michael Lum was not able to join the meeting today but if the board requests he could schedule Mr. Lum for a future meeting.

Kapitan moved to receive and file the leakage and retention study. Second by Cosgriff. On the call of the roll, Bresciani, Cosgriff, Kapitan, Ekman voted aye. Berg absent. Motion carried.

Received and Approved Statement of Work from Eide Bailly for 2026:

Statement of Work – CAS Outsourced Accounting, dated December 8, 2025, from Eide Bailly was received. Statement was reviewed.

Kapitan moved to receive and approve the Statement of Work from Eide Bailly LLP. Second by Cosgriff. On the call of the roll, Bresciani, Cosgriff, Kapitan, Ekman voted aye. Berg absent. Motion carried.

Elected Chair for 2026, as per By-Laws:

Kapitan moved to elect Berg chair for 2026, as per by-laws. Second by Bresciani. On the call of the roll, Bresciani, Cosgriff, Kapitan, Ekman voted aye. Berg absent. Motion carried.

Elected Vice-Chair for 2026, as per By-Laws:

Kapitan moved to elect Bresciani vice-chair for 2026, as per by-laws. Second by Cosgriff. On the call of the roll, Cosgriff, Kapitan, Ekman voted aye. Bresciani abstained. Berg absent. Motion carried.

Old Business:

- Safety Report.

Nothing to report.

- Governance Committee update.

Bresciani reported that the Executive Director provided the board members with his responses to the board's proposed short-term and long-term goals.

Cosgriff recommended the document be referred back to the Governance Committee for their recommendation to the board.

Kapitan now absent.

- MAA liquor license update.

Attorney Bossart and Austin Sejnoha, Sky Dine, were recognized via zoom. Sejnoha stated they will be seeking an entirely new license from the City of Fargo, similar to other airports in North Dakota. The Liquor Control Board meets on January 21 at 1:30 pm and he will present at that meeting.

Public Comment Period – No public comment.

Meeting adjourned at 10:00 a.m.

**APPROVED February 10, 2026, Shawn A. Dobberstein, MAA Secretary**

Regular Meeting

Tuesday

February 10, 2026

The Regular Meeting of the Municipal Airport Authority of the City of Fargo, ND, was held Tuesday, February 10, 2026, at 8:00 a.m.

Present: Bresciani, Ekman, Cosgriff, Kapitan, Berg  
Absent: None  
Others: Bossart, Strand

Chair Berg presiding.

Approved the Minutes of the Annual Meeting Held January 20, 2026:

Bresciani moved to approve the minutes of the Annual Meeting held January 20, 2026. Second by Ekman. All members present voted aye. Motion carried.

Approved the Order of the Agenda:

Bresciani moved to approve the order of the agenda, moving Item #7 to the Regular Agenda. Second by Kapitan. All members present voted aye. Motion carried.

Approved the Consent Agenda:

Bresciani moved to approve the Consent Agenda. Second by Ekman. All members present voted aye. Motion carried.

**CONSENT AGENDA**

1. Approve the airport vouchers totaling \$672,052.63.
2. Approve the individual vouchers:
  - A. MEAD & HUNT - \$5,005.92  
Glycol forcemain 2025.
  - B. MCGOUGH CONSTRUCTION - \$17,191.57  
Partial Payment Request #21 – parking ramp.

- C. MCGOUGH CONSTRUCTION - \$3,004,362.10  
Partial Payment Request #32, passenger terminal.
  - D. MEAD & HUNT - \$5,725.19  
Construction administration, passenger terminal expansion.
  - E. STRATA - \$158,981.54  
Partial Payment Request #5 (Final), SGA apron expansion.
  - F. VOLAIRE - \$1,875.00  
Data subscription.
  - G. IMMERSIVE REALITY - \$76,071.35  
Partial Payment Request #2 (Final) 50%.
  - H. MEAD & HUNT - \$28,641.73  
Terminal apron expansion.
3. Authorize travel:
    - Volaire Aviation Air Service Conference, April 13-15, San Luis Obispo, CA
    - ACI Jumpstart Air Service Conference, June 8-10, Chicago, IL
    - FlyND Conference, March 8-10, Minot, ND
    - ARFF Working Group Leadership Conference, March 9-12, Addison, TX
    - ARFF Training, March 2026, Dallas, TX (1 employee – live fire training)
    - AAAE Annual Conference, May 3-5, Los Angeles, CA
  4. Approve time change for March 10<sup>th</sup> MAA meeting to 10:30 am. (Later changed to March 12 at 8:00 a.m.)
  5. Approve revised lease agreement with the National Guard Bureau for the lease of airport hangar and administration building (replaces lease agreement approved 1/20/26).
  6. Approve lease amendment for BE Airport Property LLC hangar (ground rent increase from \$.25 per sf to \$.30 per sf effective May 1, 2026).
  7. Approve proposed Art Program Policy. MOVED TO REGULAR AGENDA
  8. Approve six-year lease extension for 4 Suns LLLP to accommodate financing requirements (new expiration date 11/30/2050).

Received Preliminary December 2025 and Year End 2025 Financials:

Tanna Aasand, Eide Bailly, presented and reviewed preliminary December 2025 and Year End 2025 Financials.

Kapitan moved to receive financials. Second by Ekman.

On the call of the roll, Bresciani, Ekman, Cosgriff, Kapitan, Berg voted aye. Motion carried.

Skyway and Parking Ramp Roof Update:

Joe Jenni, TL Stroh Architects, was recognized and gave an update on the skyway project. Project progressing on schedule. No new information on the wind damage to the ramp roof.

Passenger Terminal Expansion and Modification Project Update:

Angie Corwin, Mead & Hunt, was recognized and gave an update on the terminal expansion project. The airlines are now operating out of the new gates and concourse. Demolition in the existing area has begun.

Gena Mollica, Mead & Hunt, was recognized and stated the Art & Amenities has finalized their proposed Art Program Policy for the board's approval. After that the new committee will be formed and Ivy Olander will be taking the lead from here on out.

Approve Proposed Art Program Policy:

Bresciani stated he does not have any problem with the policy, but a better practice would be if board members are the only ones to place items on the agenda, not a person who is not a voting member of the MAA.

Bresciani moved to approve the Art Program Policy. Second by Kapitan. On the call of the roll, Bresciani, Ekman, Cosgriff, Kapitan, Berg voted aye. Motion carried.

Old Business:

Safety Report – Dobberstein reported on one minor incident with an employee hitting his head on an overhead pipe.

Airline Lease and Operating Agreement Update – Dobberstein stated we are moving in the right direction with the new airline lease and operating agreements. We met with the airlines and our consultant, John DeCoster, in early January and all of the airlines have a representative reviewing the agreement with the goal of having all of them signed by June.

Liquor License Update – Cosgriff gave an update on the request to the City of Fargo Liquor Control Board for an expanded license for the airport, allowing an expanded consumption area. Bossart stated the next Liquor Control Board meeting is February 18. She stated if we provide a specific expanded footprint, but not the entire terminal, they will consider it.

Proposed Hotel Update – Tom Schauer, Mead & Hunt, was recognized via zoom. He recommended creating a hotel committee to put together some of the requirements for the hotel that would best suit the airport. That committee would then meet with the hotel developer and work out guidelines for their final proposal and move into negotiations from there. He recommended the committee include one board member, one person from airport management, an architecture representative (Brett Barry or Angie Corwin), the airport engineer (Jeff Klein) and someone who has airport planning experience, such as himself, who also understands all of the FAA guidelines and restrictions. He would like to see the committee meet in the next few weeks.

Dobberstein stated he would like to see Mead & Hunt put together a scope of work for the hotel project to propose at the next meeting for approval by the board. That scope would include a plan to get us to the stage where we are ready to break ground.

Ekman moved to form a hotel committee, as recommended by Mead & Hunt. Second by Bresciani. All members present voted aye. Motion carried.

Berg asked Bresciani to serve on the hotel committee.

CFO, Marketing and Community Engagement Manager Update – Dobberstein reported that the application deadline for both positions has closed. He has already reviewed the applications and narrowed down candidates. Interviews will be scheduled in the next two weeks. Ekman and Cosgriff indicated interest in participating in those interviews.

Governance Committee Update – Considered approval of goals

Berg reviewed the goals that had been presented to the board with along with the Executive Director's plan to address and meet those goals.

Bresciani moved to approve the goals presented as a working outline for Shawn and his staff and that we treat it as a living document and make adjustments as we go. Second by Kapitan. All members present voted aye. Motion carried.

Public Comment Period (regarding topics discussed today or from previous meeting held January 20, 2026).

No comments.

Kapitan moved to adjourn. Second by Ekman. All members present voted aye. Motion carried. Time at adjournment was 9:18 a.m.

**APPROVED March 12, 2026, Shawn A. Dobberstein, MAA Secretary**

Regular Meeting

Tuesday

March 12, 2026

The Regular Meeting of the Municipal Airport Authority of the City of Fargo, ND, was held Tuesday, March 12, 2026, at 8:00 a.m.

Present: Bresciani (via zoom), Ekman (via zoom), Cosgriff, Kapitan, Berg  
Absent: None  
Others: Bossart

Chair Berg presiding.

Approved the Minutes of the Regular Meeting Held February 10, 2026:

Kapitan moved to approve the minutes of the meeting held February 10, 2026. Second by Bresciani. All members present voted aye. Motion carried.

Approved the Order of the Agenda:

Kapitan moved to move #3 from the consent agenda to the regular agenda and add an item to discuss RFPs. Second by Cosgriff. All members present voted aye. Motion carried.

Approved the Consent Agenda:

Cosgriff moved to approve the consent agenda. Second by Kapitan.  
On the call of the roll, Bresciani, Ekman, Cosgriff, Kapitan, Berg voted aye. Motion carried.

1. Approve the airport vouchers totaling \$744,564.90
2. Approve individual vouchers
  - A. MEAD & HUNT - \$52,025.78  
Construction administration – passenger terminal expansion
  - B. MEAD & HUNT - \$86,802.30  
Construction administration – passenger terminal expansion
  - C. MCGOUGH CONSTRUCTION - \$4,854.51  
Partial Payment Request #22, parking ramp

- D. TL STROH ARCHITECTS - \$726.00  
Skyway
  - E. MCGOUGH CONSTRUCTION - \$3,711,683.66  
Partial Payment Request #33, passenger terminal expansion
  - F. TERRACON - \$634.70  
Skyway quality testing
  - G. TERRACON - \$2,189.50  
Skyway quality testing
  - H. MEAD & HUNT - \$11,020.59  
Glycol sewer forcemain
  - I. INTEROFFICE - \$272.56  
50% downpayment – office furniture
  - J. TL STROH ARCHITECTS - \$2,504.00  
Skyway
3. Approve MOU with the City of Fargo regarding Special Assessments (moved to regular agenda)
  4. Approve request from Jeff Johnson to operate Fargo Air LLC (aircraft storage and aircraft sales)
  5. Approve purchase of Graco Line-Driver airfield paint unit (\$31,861.71 – Epic Solutions) This unit replaces an existing unit
  6. Approve agreement with Mead & Hunt for consulting services associated with the proposed hotel project. (not to exceed \$21,350)
  7. Approve assignment of lease from J Wesley Hangar 1 LLC to J Wesley Hangar 2 LLC (Joel Peterson, JDP Electric - SGA hangar)

Approved MOU with the City of Fargo Regarding Special Assessments:

Proposed MOU between the MAA and the City of Fargo regarding special assessments was reviewed.

Kapitan moved to approve the MOU with the City of Fargo Regarding Special Assessments. Second by Ekman. On the call of the roll, Bresciani, Ekman, Cosgriff, Kapitan, Berg voted aye. Motion carried.

Received and Approved January Financials:

Tanna Aasand, Eide Bailly (via zoom) reviewed January 2026 financials. She noted that the audit for CY2025 has not yet been completed.

Kapitan moved to approve the January financials. Second by Cosgriff. On the call of the roll, Bresciani, Ekman, Cosgriff, Kapitan, Berg voted aye. Motion carried.

Received Update from Metropolis Regarding Proposed DAV and Corporate Parking Programs, Parking Rate Review and Recommendation:

Gregory Pierson and Brad Greguson, SP Plus/Metropolis, were recognized. Pierson gave an overview on the parking operations and revenue performance. He reviewed marketing initiatives that have been done for the various parking options.

Pierson reviewed the proposed Corporate Parking Program and Disabled Veteran Program.

After further discussion Pierson stated they are making the following recommendation effective May 1, 2026:

- Adjust drive up Long Term Ramp rate to \$22.00 per day (from \$25.00 per day)
- Corporate Parking Program with a contract model
  - Long Term Ramp - \$18 per day
  - Long Term Surface - \$10 per day
- Disabled American Veterans and Military Plates Program
  - 50% discount in Long Term Surface
  - 25% discount in Long Term Ramp
  - Evaluate a program for the Economy Lots as the program matures

Ekman moved to accept the recommendation of SP Plus/Metropolis. Second by Kapitan. On the call of the roll, Bresciani, Ekman, Cosgriff, Kapitan, Berg voted aye. Motion carried.

Received Update from Mead & Hunt Regarding Passenger Terminal Expansion and Modification Project (Mary Shaffer):

Mary Shaffer, Mead & Hunt, was recognized and gave an update on the terminal expansion project. She stated demo is well underway in the existing space. She stated the project is on schedule.

Received Update from TL Stroh Architects Regarding Skyway Project and Parking Ramp Roof Damage:

Joe Jenni, TL Stroh Architects, was recognized and stated the skyway project is on track. Nothing to report on the parking ramp roof damage.

OLD BUSINESS

Safety – One employee had a minor head injury. Safety hats have been purchased.

Hotel Update – Tom Schauer, Mead & Hunt (via zoom) reported that the Hotel Committee met and finalized general guidelines for the project. The committee will meet with the developer, and they will then submit a proposal to the board shortly after that.

Liquor License Update – Cosgriff gave an update on the request to the City of Fargo to change the liquor license for the airport. Attorney Bossart stated she will draft a memo outlining our current license and comparisons with an FA or stadium license. Berg stated he would like to have two or three options for the board members to vote on at next month's meeting so we can make a decision and then present our request to the Fargo Liquor Control Board.

Arts and Amenities – No report.

Marketing and Community Engagement/CFO Position Update – Dobberstein reported that these positions have been filled. Madisen Anderson and Tanna Aasand have been hired and will be starting soon.

RFP's – Dobberstein stated he would again send the board members a schedule of contracted vendor services and applicable dates.

**Public Comment Period** (regarding topics discussed today or from previous meeting held February 10, 2026).

Joe Kennedy, UNIFI employee, was recognized and commented on issues with the new baggage system. Berg suggested another meeting with airline station managers with input from airline employees.

Kapitan moved to adjourn. Second by Cosgriff. All members present voted aye.  
Time at adjournment was 9:34 a.m.

**APPROVED April 21, 2026, Shawn A. Dobberstein, MAA Secretary**