

MUNICIPAL AIRPORT AUTHORITY OF THE CITY OF FARGO, ND
Regular Meeting
Wednesday, June 17, 2026 – 8:00 am

Airport Boardroom, Third Floor (map attached)

<https://us02web.zoom.us/j/428180443?pwd=U1hwMGJmVmdyc1ljUGE1Mkl0VnRBdz09>

Meeting ID: 428 180 443

or

Dial (669-900-6833) or (253-215-8782)

Password: 2801

AGENDA

Roll call

Approve the minutes of the Regular Meeting held May 12, 2026

Approve the order of the agenda

CONSENT AGENDA

Action item: all consent agenda items are approved by one vote

1. Approve the airport vouchers totaling \$655,330.50
2. Approve individual vouchers
 - A. MEAD & HUNT - \$3,773.37
Hotel committee
 - B. MEAD & HUNT - \$80,816.89
Passenger terminal expansion, construction administration
 - C. MEAD & HUNT - \$1,557.08
Apron expansion, construction administration
 - D. MEAD & HUNT - \$60,476.44
Terminal apron reconstruction, Phase I
 - E. MCGOUGH CONSTRUCTION - \$5,284.34
Parking ramp, Partial payment Request #24
 - F. MCGOUGH CONSTRUCTION - \$3,149,155.02
Terminal expansion and modification, Partial Payment Request #36
 - G. TL STROH ARCHITECTS - \$3,542.00
Skyway
 - H. WESLEY SCHON - \$1,250.00
Independent fee review, terminal apron reconstruction – Phase II
 - I. MEAD & HUNT - \$837.28
Hotel coordination

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- J. MEAD & HUNT - \$1,065.00
South GA apron reconstruction
 - K. NORTHERN IMPROVEMENT - \$1,416,105.64
Partial Payment Request #3, Terminal apron reconstruction, Phase I
 - L. THE FORUM / COLUMN SOFTWARE - \$307.80
Legal advertisement for bids, exterior signage
 - M. MAC'S - \$503.90
Materials for jet bridges for apron reconstruction project.
- 3. Approve lease extension request from Roger Tidd for Eastside Terminal office.
 - 4. Authorize travel
Snow Conference Coordination Meeting, May 26-28, 2026, Buffalo, NY
Quotient Group Airport Roundtable, Sept 30-Oct 2, 2026, South Bend, IN
ACI Marketing and Communications Conf, October 19-21, 2026, Seattle, WA
 - 5. Approve request from UPS to extend the operating agreement for an additional five (5) year term per the first option, 1-1-2027 to 12-31-2032
 - 6. Receive notice of state grant award \$5,242,674.00

REGULAR AGENDA

Action items

- 7. Receive and approve April financials.
- 8. Receive bid tabulation and recommendation of award from Mead & Hunt for exterior signage (Mary Shaffer)
- 9. Approve ADK compensation study airport list (Dr. Gale LaRoche)
- 10. Approve request for proposals
 - Legal services
 - Banking services
 - Marketing services
- 11. Receive and approve Engineering Services Contract with Mead & Hunt for Terminal Apron Reconstruction Phase II, construction services not to exceed \$398,900.00, project closeout services \$12,440.00
- 12. Receive bid tabulation and recommendation of award from Mead & Hunt for Terminal Apron Reconstruction – Phase II, Reede Construction - \$4,276,079.40

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13. Receive communications from Hangar 19 and O'Day Equipment regarding underground storage tank for Hangar 19 and consider approval of request
14. Receive update from Mead & Hunt regarding passenger terminal expansion and modification project (Mary Shaffer)
 - Tile floor update (possible action item)
 - North window issue in west passenger terminal (Gates 4-5) (possible action item)
 - Renovated concourse nurturing room/Mamava nursing pod

Information Only

15. Receive update from TL Stroh Architects regarding parking ramp roof repair (Joe Jenni/Terry Stroh)
16. AI generated board meeting summary
17. Receive preliminary 2027 budget
18. Airport marketing update – 1st quarter review (Sara Flowers/Madisen Anderson)

Old Business

- Safety report
- Proposed hotel update
- Liquor license update
- US Customs FIS

PUBLIC COMMENT PERIOD

Comments on agenda items from May 12, 2026, and June 17, 2026

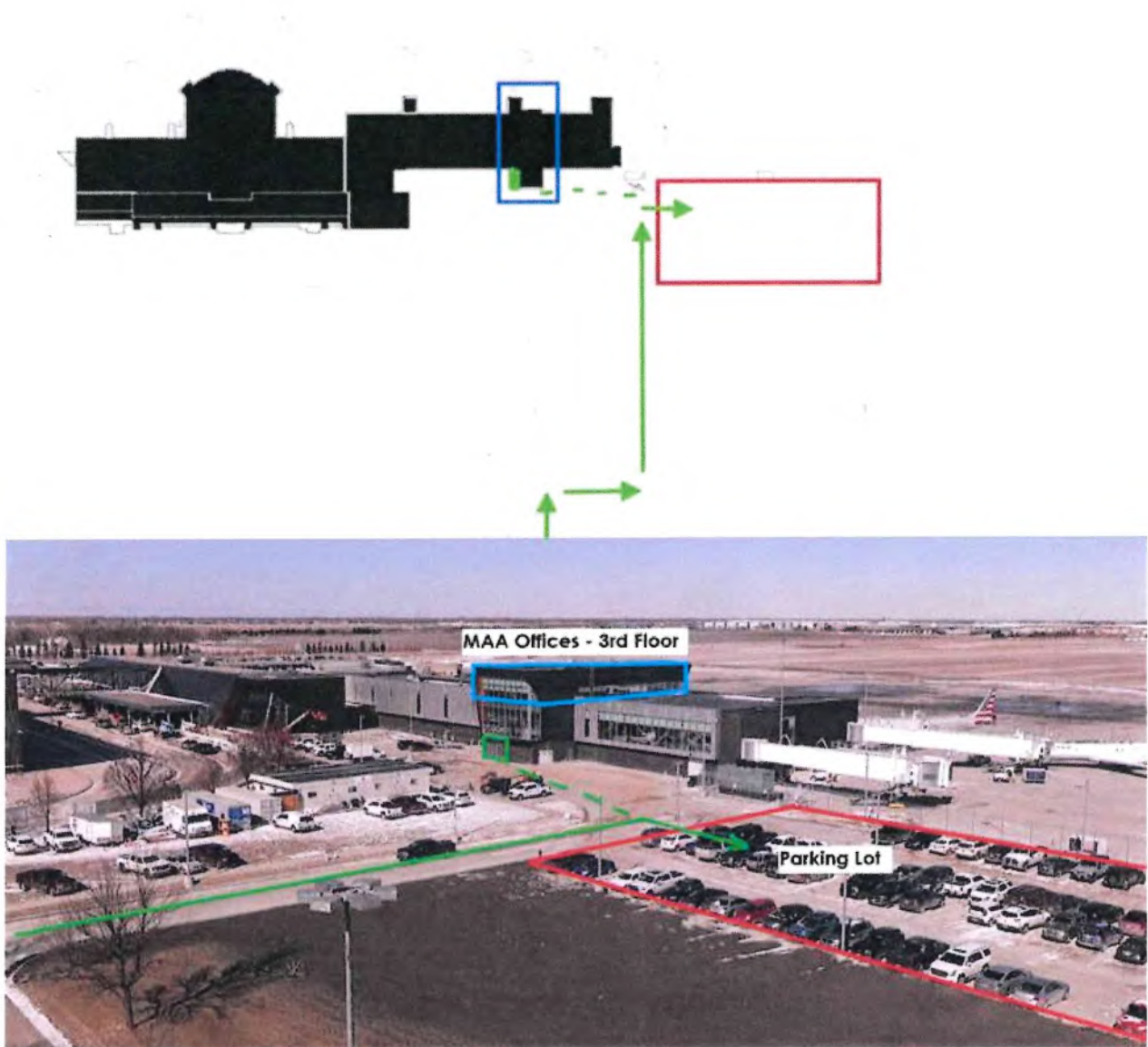
If necessary, the Municipal Airport Authority may enter into executive session to consider or discuss closed or confidential records or information pursuant to North Dakota Century Code Sections 44-04-19.1, 44-04-19.2., 44-04-24 and 44-04-26.

**AGENDA ITEMS MUST BE SUBMITTED TO THE MAA STAFF
BY NOON ON THE THURSDAY PRIOR TO THE MEETING**

DIRECTIONS TO NEW MUNICIPAL AIRPORT AUTHORITY OFFICES

As you drive north towards the terminal on Dakota Drive and the airfield fence to the east ends, take a right. Drive past the East Economy Lot and the ATCT lot. Park in the Employee Parking Lot to your right (east – red box below). Walk to the entrance to the MAA administration offices in the section of the terminal with a third floor (blue box below). Take the elevator to third floor.

Please call our office if you have any questions. 701-241-1501



Regular Meeting

Tuesday

May 12, 2026

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

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

Chair Berg presiding.

Approved the Minutes of the Regular Meeting Held April 21, 2026:

Bresciani moved to approve the minutes of Regular Meeting held April 21, 2026. Second by Burgum. All members present voted aye. Motion carried.

Approved the Order of the Agenda:

Bresciani moved to approve the order of the agenda, with the addition of AI and pre-security food and beverage service. Second by Burgum. All members present voted aye. Motion carried.

Approved the Consent Agenda:

Bresciani moved to approve the consent agenda (Items 1-5). Second by Burgum. On the call of the roll, Bresciani, Ekman, Cosgriff, Burgum, Berg voted aye. Motion carried.

1. Approve the airport vouchers totaling \$457,480.82
2. Approve individual vouchers
 - A. MCGOUGH CONSTRUCTION - \$2,614,895.19
Partial Payment Request #35, passenger terminal expansion
 - B. FLINT GROUP - \$30,133.20
2026 marketing
 - C. ARCHKEY/PARSONS ELECTRIC - \$140.00
Locates – terminal apron reconstruction

Approved the Consent Agenda: (continued)

- D. ARCHKEY/PARSONS ELECTRIC - \$420.00
Locates – terminal apron reconstruction
 - E. TL STROH ARCHITECTS - \$2,057.00
Skyway
3. Approve request from the Gilbert C. Grafton American Legion Post #2 to extend their Eastside Terminal lease
 4. Approve Lease Amendment #3 with the General Services Administration for the Transportation Security Administration space
 5. Approve extension of Listing Agreement with CityScapes Development for the Eastside Terminal Building

Received and Approved March Financials:

March financials were presented and reviewed. Bresciani moved to receive and approve the March 2026 financials. Second by Ekman. All members present voted aye. Motion carried.

Received and Approved Request for Proposals (RFP) Document for Public Parking Facilities:

Request for Proposals (RFP) Document for public parking facilities was reviewed.

Cosgriff moved to approve the RFP document for public parking facilities with the addition of the monthly count contract component. Second by Ekman. All members present voted aye. Motion carried.

Received and Approved Proposed Draft Liquor License for the Airport Premises:

Memo from Attorney Bossart dated May 8, 2026, regarding liquor licenses, and Class "Airport Premises" Liquor License, were received and reviewed.

Ekman moved to direct Attorney Bossart to present to the liquor board the license presented today but remove reference to food and clarify the transfer clause to the next vendor. Second by Cosgriff. All members present voted aye. Motion carried.

Received Update from Mead & Hunt Regarding Passenger Terminal Expansion and Modification Project:

Mary Shaffer, Mead & Hunt, gave an update on the terminal expansion and modification project. She addressed the tile floor, carpet at the checkpoint, exterior metal panels, SARA and food service seating capacity.

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

Joe Jenni, TL Stroh Architects, gave an update on the skyway project. Project is on track.

Joe Kasper, McGough Construction, stated we received the report from the state (NDIRF) on the damage to the parking ramp roof. Next step is for Herzog's insurance representative to review.

New Business:

Discussion was held on using AI for summarizing meetings.

Discussion was held on suggestions for names for the pre-security food service. Recommendation to be forwarded to Sky Dine from the board is The Barnstormer Grill. Berg stated it is the vendor's decision, but this recommendation will be forwarded to them.

Old Business:

Safety update – Report was given on an injury to an employee of a subcontractor on the ramp reconstruction project.

Proposed hotel update – Tom Schauer, Mead & Hunt, gave a brief update on the hotel project. Two more meetings are scheduled with the developer. Final submittal from the developer will be received June 30.

Charitable gaming – The possibility of charitable gaming at the airport was discussed. No action taken.

Public Comment Period – No public comment

Meeting adjourned at 9:29 a.m.

VOUCHERS FOR AUTHORITY APPROVAL - JUNE 17, 2026		
ACME TOOLS	BATTERIES FOR MILWAUKEE TOOLS - MAINT SHOP	\$199.00
ACME TOOLS	METAL CUTTING MITER SAW - MAINT SHOP	\$1,051.98
ACME TOOLS	SLINGS FOR WEEDEATERS	\$65.97
ADB SAFEGATE AMERICAS LLC	AIRFIELD LIGHTING	\$2,241.82
ADB SAFEGATE AMERICAS LLC	AIRFIELD LIGHTING	\$1,312.87
AIRSIDE SOLUTIONS, INC.	AIRFIELD LIGHTING	\$2,208.00
ALLIED UNIVERSAL SECURITY SERVICES	SECURITY GUARD SERVICE APRIL 24-30	\$3,965.37
ALLIED UNIVERSAL SECURITY SERVICES	AVIATION WORKERS SCREENING 4/24 - 4/30	\$810.32
ALLIED UNIVERSAL SECURITY SERVICES	SECURITY GUARD SERVICE MAY 1-7	\$4,037.38
ALLIED UNIVERSAL SECURITY SERVICES	AVIATION WORKERS SCREENING 5/8 - 5/14	\$829.76
ALLIED UNIVERSAL SECURITY SERVICES	SECURITY GUARD SERVICE 5/8 - 5/14	\$4,064.38
ALLIED UNIVERSAL SECURITY SERVICES	AVIATION WORKERS SCREENING 5/29 - 6/4	\$1,216.00
ALLIED UNIVERSAL SECURITY SERVICES	SECURITY GUARD SERVICE 5/29 - 6/4	\$4,370.71
ALLIED UNIVERSAL SECURITY SERVICES	AVIATION WORKERS SCREENING 5/22-28	\$829.76
ALLIED UNIVERSAL SECURITY SERVICES	SECURITY GUARD SERVICE 5/22-28	\$4,123.39
ALLIED UNIVERSAL SECURITY SERVICES	AVIATION WORKERS SCREENING 5/15-21	\$829.76
ALLIED UNIVERSAL SECURITY SERVICES	SECURITY GUARD SERVICE 5/15-21	\$3,966.22
AMAZON	USB WIFI ADAPTER	\$21.54
AMAZON	TV WALL MOUNT - US CUSTOMS BUILDING	\$66.49
AMAZON	CLEAR HEAT SHRINK TUBING - AIRFIELD MAINT	\$35.99
AMAZON	WARRANTY ON TV - US CUSTOMS BUILDING	\$87.99
AMAZON	AIR MOVER BLOWER FAN - MAINT SHOP	\$237.99
AMAZON	TCL 75" TV - US CUSTOMS BUILDING	\$798.00
A-OX WELDING SUPPLY, LLC	WELDING SUPPLIES - MAINT SHOP	\$99.91
A-OX WELDING SUPPLY, LLC	ANNUAL CYLINDER LEASE, PROPANE	\$317.55
AUTO VALUE FARGO	PARTS - EQUIP #34	\$71.23
AUTO VALUE FARGO	EQUIP REPAIRS - #22, REAR BRAKES	\$167.97
AUTO VALUE FARGO	EQUIP REPAIRS - #34, FILTERS	\$135.75
BDT MECHANICAL, LLC	PLUMBING SERVICE CALLS	\$2,241.17
BELL INSURANCE	COVERAGE ON GRACO LINE STRIPER AND DRIVER	\$37.00
BOSSART LEGAL PLLC	LEGAL SERVICES - APRIL	\$7,850.00
BUTLER MACHINERY CO.	EQUIP REPAIRS - #25	\$923.00
CINTAS	LINEN SERVICE/UNIFORMS - 4.1.26	\$425.93
CINTAS	LINEN SERVICE/UNIFORMS - 3.26.26	\$385.44
CINTAS	LINEN SERVICE/UNIFORMS - 4.15.26	\$412.31
CINTAS	LINEN SERVICE/UNIFORMS - 4.8.26	\$425.93
CIRCA RESORT & CASINO	ALLEGIAN CONF, MARCH 31-APRIL 2, LAS VEGAS, NV (DOBBERSTEIN)	\$483.64
CITY OF FARGO	STORM SEWER	\$734.68
CITY OF FARGO	WATER, SEWER, GARBAGE	\$6,367.98
CITY OF FARGO FINANCE DEPT.	GARBAGE 5.7.26	\$293.80
CITY OF FARGO FINANCE DEPT.	SALT BRINE - PUBLIC ROADS	\$1,970.37
CITY OF FARGO FINANCE DEPT.	GARBAGE 4.30.26	\$301.21
CITY OF FARGO FINANCE DEPT.	POLICE HOURS AT CHECKPOINT 3/16 - 4/12	\$29,586.55
CITY OF FARGO FINANCE DEPT.	GARBAGE 5.14.26	\$294.94
CITY OF FARGO FINANCE DEPT.	POLICE HOURS AT CHECKPOINT 4/13 - 5/24	\$40,714.24
CITY OF FARGO FINANCE DEPT.	GARBAGE 5.28.26	\$301.78
CITY OF FARGO FINANCE DEPT.	GARBAGE 5.21.26	\$291.52
COLE PAPERS INC.	JANITORIAL SUPPLIES - W. TERMINAL	\$1,395.16
COLE PAPERS INC.	JANITORIAL SUPPLIES - W. TERMINAL	\$1,228.88
COLE PAPERS INC.	JANITORIAL SUPPLIES - W. TERMINAL	\$575.95
COLE PAPERS INC.	JANITORIAL SUPPLIES - W. TERMINAL	\$734.40
COLE PAPERS INC.	JANITORIAL SUPPLIES - W. TERMINAL	\$1,514.28
COLE PAPERS INC.	JANITORIAL SUPPLIES - W. TERMINAL	\$234.30
COLE PAPERS INC.	JANITORIAL SUPPLIES - W. TERMINAL	\$18.27
COLE PAPERS INC.	JANITORIAL SUPPLIES - W. TERMINAL	\$158.66
COLE PAPERS INC.	JANITORIAL SUPPLIES - W. TERMINAL	\$37.89
COLE PAPERS INC.	JANITORIAL SUPPLIES - W. TERMINAL	\$93.26
COLE PAPERS INC.	JANITORIAL SUPPLIES - W. TERMINAL	\$4,068.93
COLE PAPERS INC.	JANITORIAL SUPPLIES - W. TERMINAL	\$183.16
COLE PAPERS INC.	JANITORIAL SUPPLIES - ARFF STATION	\$310.54
COLE PAPERS INC.	JANITORIAL SUPPLIES - W. TERMINAL	\$202.13
COLE PAPERS INC.	JANITORIAL SUPPLIES - W. TERMINAL	\$155.05
CONSOLIDATED COMMUNICATIONS	INTERNET - ARFF STATION	\$230.00
CONSOLIDATED COMMUNICATIONS	INTERNET - PARKING LOT	\$307.99
CONSOLIDATED COMMUNICATIONS	INTERNET - W. TERM, MAINT SHOP	\$690.00
CONSOLIDATED COMMUNICATIONS	INTERNET - PARKING LOT	\$1,048.59
CONSOLIDATED COMMUNICATIONS	INTERNET - PARKING LOT	\$307.80
CUMMINS SALES AND SERVICE	SERVICE CALL - GENERATOR - W. TERMINAL	\$1,196.60
CYBER ADVISORS	HP DESKTOP, (2) MONITORS - ARFF STATION	\$1,605.00
CYBER ADVISORS	TECH SERVICES	\$1,241.73
CYBER ADVISORS	TECH SERVICES - ARFF	\$440.91
CYBER ADVISORS	TECH SERVICES	\$26.50

CYBER ADVISORS	TECH SERVICES	\$1,526.25
CYBER ADVISORS	PHONE AND DOCKING STATION - ADMIN OFFICE	\$675.00
CYBER ADVISORS / CLEARFLY	REGULAR PHONE SERVICE - APRIL	\$215.43
DACOTAH PAPER CO.	JANITORIAL SUPPLIES - W. TERMINAL	\$15.00
DACOTAH PAPER CO.	JANITORIAL SUPPLIES - US CUSTOMS BUILDING	\$313.49
DACOTAH PAPER CO.	JANITORIAL SUPPLIES - W. TERMINAL	\$1,373.03
DACOTAH PAPER CO.	JANITORIAL SUPPLIES - W. TERMINAL	\$1,690.34
DAKOTA FLUID POWER, INC.	SHOP TOOLS - GAUGE TEST KIT	\$754.30
DAKOTA FLUID POWER, INC.	EQUIP REPAIRS - #4	\$435.00
DOBBERSTEIN, SHAWN	CHAMBER DC FLY-IN, MAY 18-20, WASH DC (DOBBERSTEIN)	\$158.84
DOBBERSTEIN, SHAWN	TRAVEL, TESTIFY - US HOUSE T&I COMMITTEE, JUNE 3-4, WASH, DC	\$246.80
EIDE BAILLY LLP	ACCOUNTING SERVICES - APRIL	\$2,168.25
ETRAILER	MATERIALS FOR AIRFIELD BARRICADE TRAILER	\$458.29
FAMILY FARE	BEVERAGES - GA LUNCH MEETING, APRIL 20	\$27.00
FAMILY FARE	BEVERAGES - EMPLOYEE APPREC LUNCH - MAY 18	\$13.77
FARGO GLASS & PAINT CO.	SERVICE CALL - AUTOMATIC DOORS - W. TERMINAL	\$328.82
FARGO TIRE SERVICE, INC.	EQUIP REPAIRS - LAWN MOWERS	\$612.22
FLIGHT AWARE	FBO TOOLBOX MONTHLY	\$110.00
FLINT GROUP	MARKETING - MAY	\$17,187.75
GH JANITORIAL SERVICE	CLEANING TSA OFFICES - W. TERMINAL - MAY	\$440.00
GRAINGER	SHARPS CONTAINERS, BELL FOR BRIDGE #5 - W. TERMINAL	\$278.29
GRAINGER	IMPACT DRIVER, IMPACT WRENCH, BATTERIES - W. TERM	\$639.65
GRAINGER	CORDLESS HAMMER DRILL, IPACT DRIVER, BATTERIES - W. TERM	\$519.56
GRAINGER	FLOOR TOOL FOR FLOOR CLEANER - W. TERMINAL	\$73.28
GRAND FORKS FIRE EQUIPMENT	ARFF SUPPLIES - GLOVES	\$207.74
HANSON DESIGN ASSOCIATES, LLC	LANDSCAPE ARCHITECT SERVICES - AIRPORT TREES	\$595.00
HARBOR FREIGHT TOOLS	SHOP TOOLS	\$82.90
HAWKINS, INC.	AQUA HAWK KA-50 DE-ICER	\$20,748.70
HOLMEN, ANDREW	TRAVEL, SNOPO CONF, MAY 27-28, BUFFALO, NY	\$1,285.63
HOME DEPOT	GRASS SEED - ARFF STATION	\$382.68
HORNBACHERS	COOKIES - GA LUNCH MEETING, APRIL 20	\$30.46
HORNBACHERS	BEVERAGES - GA LUNCH MEETING, APRIL 20	\$24.87
HOTEL SAN LUIS OBISPO	VOLAIRE CONF, APRIL 13-14, SAN LUIS OBISPO, CA (DOBBERSTEIN)	\$808.24
INTERSTATE ALL BATTERY CENTER	EQUIP REPAIRS - #12, BATTERIES	\$439.90
INTERSTATE ALL BATTERY CENTER	SHOP SUPPLIES - BATTERIES	\$51.55
INTUIT	QUICKBOOKS SOFTWARE - MONTHLY	\$275.00
JOHNSON CONTROLS FIRE PROTECTION LP	ANNUAL FIRE ALARM MONITORING - W. TERMINAL	\$572.79
J-TECH MECHANICAL, LLC	HVAC SERVICE CALL - E. TERMINAL	\$165.00
LIBERTY BUSINESS SYSTEMS, INC.	MAINT SERVICE CONTRACT - OFFICE PRINTER	\$342.21
LIBERTY BUSINESS SYSTEMS, INC.	MAINT SERVICE CONTRACT - OFFICE PRINTER - MONTHLY	\$46.80
LIEBERMAN TECHNOLOGIES	IVR SERVICE - JUNE	\$80.00
LUMACURVE AIRFIELD SIGNS	AIRFIELD LIGHTING/SIGNAGE	\$4,272.22
M & J AUTO PARTS	SHOP SUPPLIES - COOLANT	\$31.34
M & J AUTO PARTS	EQUIP SUPPLIES - OIL	\$71.94
M & J AUTO PARTS	SHOP / EQUIP SUPPLIES	\$195.80
M & J AUTO PARTS	EQUIP REPAIRS - #24	\$200.55
M & J AUTO PARTS	SHOP SUPPLIES - MOTOR GREASE	\$31.58
M & J AUTO PARTS	SHOP SUPPLIES (BRAKE CLEANER, COOLANT)	\$90.96
MACQUEEN EMERGENCY EQUIPMENT	REPAIRS TO ARFF TRUCKS	\$9,932.84
M-B COMPANIES INC.	EQUIP REPAIRS - #4	\$1,621.03
M-B COMPANIES INC.	EQUIP REPAIRS - #4	\$193.24
MENARDS	SHOP SUPPLIES - STAPLER, STAPLES	\$15.98
MID-AMERICAN RESEARERCH CHEMICAL	JANITORIAL SUPPLIES - E. TERMINAL	\$3,145.20
MIDWEST PEST CONTROL, INC.	PEST CONTROL - 4.9.26	\$275.00
MIDWEST PEST CONTROL, INC.	PEST CONTROL - 4.14.26 - EASTSIDE TERMINAL	\$110.00
ND ONE CALL	UTILITY LOCATE TICKETS - MARCH	\$7.78
NORM ROBINSON CONSULTING, LLC	COPYWRITING/EDITING SERVICES	\$584.00
NORTHERN ENGINE & SUPPLY, INC.	EQUIP PARTS	\$16.26
OFFICE DEPOT	WRIST REST FOR KEYBOARD - ADMIN OFFICE	\$33.99
OTIS ELEVATOR COMPANY	ESCALATOR MAINT - ADDITIONAL FUEL SURCHARGE	\$350.00
OTIS ELEVATOR COMPANY	ELEVATOR MAINT - ADDITIONAL FUEL SURCHARGE	\$350.00
PRO RESOURCES CORPORATION	PAYROLL, TAXES, FEES APRIL 27 - MAY 10	\$117,888.80
PRO RESOURCES CORPORATION	PAYROLL, TAXES, FEES MAY 11-24	\$118,257.32
PRO RESOURCES CORPORATION	PAYROLL, TAXES, FEES MAY 25 - JUNE 7	\$122,628.37
RDO EQUIPMENT CO.	EQUIP REPAIRS - #12	\$124.50
RDO EQUIPMENT CO.	EQUIP REPAIRS - #25, MOWER DECK	\$3,283.84
SAM'S CLUB	BOTTLED WATER, CHIPS - GA LUNCH MEETING, APRIL 20	\$72.00
SANFORD HEALTH OCCMED	PRE-EMPLOYMENT SCREENINGS	\$453.00
SHOPLET	OFFICE SUPPLIES - STAPLER, CLIPBOARDS	\$69.09
SIGN SOLUTIONS	AIRFIELD SIGNAGE	\$81.99
SIGN SOLUTIONS	SIGNAGE MATERIALS - PARKING LOT	\$375.15
SIGN SOLUTIONS	SIGNAGE MATERIALS - PUBLIC AREAS	\$1,478.22
SKY DINE	SANDWICHES - GA LUNCH MEETING, APRIL 20	\$440.92
SMARTSIGN	PUBLIC AREA SIGNAGE	\$127.35

SOUTHWEST WHEEL	AXLES FOR AIRFIELD BARRICADE TRAILER	\$1,958.21
SPITFIRE	EMPLOYEE APPREC LUNCH - MAY 13	\$988.80
SUMMIT FIRE PROTECTION	ANNUAL ALARM MONITORING - SRE BUILDING	\$567.00
SWANSTON EQUIPMENT CORPORATION	EQUIP REPAIRS - DOOR - BOBCAT	\$285.10
TF POWERS CONSTRUCTION CO.	REPAIRS TO SIDING - MAINTENANCE SHOP	\$850.00
THE CHAMBER	WASH DC BUSINESS FLY-IN 2026, MAY 18-20 (DOBBERSTEIN)	\$800.00
T-MOBILE	24 HR OPS CELL - BALANCE DUE - BILLING ERRORS	\$2.12
TRANSPORTATION SECURITY CLEARINGHOUSE	BACKGROUND CHECKS	\$1,975.00
TRANSPORTATION SECURITY CLEARINGHOUSE	BACKGROUND CHECKS	\$1,850.00
UNITED AIRLINES	CHAMBER DC FLY-IN, MAY 18-20, WASH DC (DOBBERSTEIN)	\$1,269.12
US CUSTOMS AND BORDER PROTECTION	REIMBURSEMENT - TECH SERVICES	\$450.00
VOLAIRE AVIATION INC.	AIR SERVICE DATA - MAY 2026	\$1,875.00
WALMART	STORAGE BOXES - OFFICE SUPPLY CABINET	\$110.83
WEST SIDE STEEL	PLATES FOR BOLLARDS - W. TERMINAL	\$100.84
XCEL ENERGY	ELECTRICITY, NATURAL GAS	\$13,652.07
XCEL ENERGY	ELECTRICITY, NATURAL GAS	\$12,646.13
XCEL ENERGY	ELECTRICITY, NATURAL GAS	\$12,313.07
XCEL ENERGY	ELECTRICITY, NATURAL GAS	\$435.75
XCEL ENERGY	ELECTRICITY	\$9,763.81
ZOOM COMMUNICATIONS INC.	WORKPLACE PRO MONTHLY, APRIL 30-MAY 29	\$16.99
		\$655,330.50

3

May 29, 2026

Shawn Dobberstein
Municipal Airport Authority
PO Box 2845
Fargo, ND 58108

Dear Shawn

I would like to request a one year extension to my lease for the office in the Eastside Terminal Building. That would mean an expiration date of July 31, 2027.

Thank you for your consideration.



Roger Tidd



South Bend International Airport (SBN) | Sept 30 - Oct 2, 2026



Our next Airport Roundtable event is headed to South Bend, IN — hosted by our friends at South Bend International Airport! 🌞 🌊

Mark your calendars for September 30 – October 2, 2026 and join us in Indiana!





2026 Marketing and Communications Conference

October 19 -21
Hyatt Regency Seattle
Seattle, WA

[REGISTER NOW](#)

Early Bird Registration (Until September 4)
Regular Registration (After September 4)

[EVENT](#)

[REGISTRATION](#)

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Making the case for proactive airport marketing, communications and customer experience has never been more important. The 2026 ACI-NA Marketing & Communications Conference will be your chance to explore emerging challenges and solutions in airport marketing, communications and customer experience to position yourself and others in your field ahead of the curve.

This conference brings together all aspects of airport marketing, communications and customer experience – airside and landside – and offers unrivaled opportunities for meeting and networking with fellow MarComCX professionals.

Who Should Attend

Any professional interested in learning about aviation trends or meeting industry leaders, including:

- Public Affairs/Public Relations Officers
- Customer Experience Professionals
- Marketing Representatives

Thank you to our Host Airport

UPS Airport Properties
1400 N Hurstbourne Parkway
Louisville, KY 40223
502.329.3990



May 26, 2026

Mr. Shawn A. Dobberstein, A.A.E.
Executive Director
Fargo Hector International Airport
2801 32nd Avenue N
Fargo, ND 58108

Dear Mr. Dobberstein:

Please consider this notice by UPS as our intent to exercise our renewal option pursuant to Article II on Page 3 of the Cargo Airline Operating Agreement dated January 1, 2022.

The term of this renewal option is January 1, 2027 to December 31, 2032.

Please let me know if you have any questions.

Sincerely,

Shane J Seely
Airport Properties

AMENDED AIR CARGO AIRLINE OPERATING AGREEMENT

THIS AMENDED AIR CARGO AIRLINE OPERATING AGREEMENT (“**Agreement**”) is made and set to be effective on January 1, 2027 (“**Effective Date**”) by and between THE MUNICIPAL AIRPORT AUTHORITY OF THE CITY OF FARGO, NORTH DAKOTA, a public body, party of the first, with a post office address of P.O. Box 2845 Fargo, North Dakota 58108 (“**Airport**”) and UNITED PARCEL SERVICE CO., with a post office address of 3A1400 North Hurstbourne Parkway, Louisville, KY 40223 (“**Airline**”).

WHEREAS, Airport is the owner and operator Hector International Airport; and,

WHEREAS, Airline has leased certain premises (“**Leased Premises**”) at the Airport from January 1, 2022 for a period of four (4) years, and therefore expiring on December 31, 2026; and,

WHEREAS, Airline wishes to continue to utilize the Airport to engage in its commercial activities related to the carriage of property and/or mail by air (“**Air Cargo Transportation Business**”); and,

WHEREAS, pursuant to the original Air Cargo Airline Operating Agreement, which provides for up to two (2) additional five (5) year terms, Airline requests an additional five (5) year term commencing on January 1, 2027, and therefore expiring on December 31, 2032; and,

WHEREAS, Airport agrees to said extension and to enter into this Amended Air Cargo Airline Operating Agreement to further define their respective rights, duties and liabilities relating to the Airline’s use of the Airport moving forward; and,

NOW THEREFORE, in consideration of the rents, covenants, and agreements contained herein, the parties hereto agree as follows:

ARTICLE I

GRANT AND RESERVATION OF RIGHTS AND OBLIGATIONS WITH RESPECT TO AIRPORT FACILITIES

- A. Airport hereby grants to Airline and its Affiliate(s), as defined hereunder, the right and privilege, in common with others to whom similar rights and privileges may be granted and subject to rules and regulations as prescribed by Airport as hereinafter provided in this Agreement, to use the Airport and its attendant facilities for operation by Airline of its Air Cargo Transportation Business and all activities incident thereto, including without limiting the generality of the foregoing:
 - 1. The landing, taking off, flying over, taxiing, pushing, towing, loading, unloading of aircraft and other equipment operated by Airline in its Air Cargo Transportation Business and the repairing, maintaining, fueling, conditioning, servicing, parking, storing, and testing of aircraft or other equipment of or operated by Airline in its Air Cargo Transportation Business.

2. The handling and providing of mail, freight and express service at its Leased Premises, together with any other Airport areas as Airport may designate for such purpose.
 3. The full, free and unrestricted access and ingress to and egress from, in common with others having such rights, the Leased Premises for Airline and its Affiliates, and their employees, guests, patrons, invitees, suppliers of materials and furnishers of service, its or their aircraft, equipment, vehicles, machinery and other property.
 4. The deicing of its aircraft and ground support equipment and vehicles in accordance with Airport's rules and regulations at areas designated by Airport for such activities and, when applicable, at which appropriate containment systems are installed and operational. Airline shall not install or allow to be installed any deicing fluid storage tank without Airport's written consent which shall not be unreasonably withheld.
- B. Airline and its Affiliate(s) employees, agents, and its invitees, shall at all times follow and abide by the requirements of 49 C.F.R. Part 1500 et seq. and Airport's Airport Security Program, as each may be amended from time to time. Airline shall, at its own cost, be responsible for ensuring its Affiliate(s) and their respective employees and agents are trained in, and comply with, the procedures and policies necessary to comply with 49 C.F.R. Part 1500 et seq. and Airport's Airport Security Program, which policies and procedures may include obtaining security access media (e.g. badging, vehicle decals, etc.).
- C. Except as otherwise expressly agreed by the parties, Airport retains the right to control the use of the aircraft ramp areas, aircraft operations areas, and public areas of the Airport, and to make them available for public use on reasonable terms and without unjust discrimination to all types, kinds, and classes of aeronautical activities.
- D. For the purposes of this Agreement, the term "**Affiliated Airline**" shall mean an airline that: (a) owns, is owned by, or is a subsidiary of Airline; (b) shares an International Air Transportation Association flight designator code with Airline at the Airport; or (c) otherwise operates under essentially the same trade name as Airline at the Airport and uses essentially the same livery as Airline. Airline shall notify Airport in writing of each airline, if any, that Airline designates as an Affiliated Airline, and shall also notify Airport when such designation is removed or when the qualifications set forth herein are no longer present. At any time, Airline may give Airport thirty (30) days' notice that an airline otherwise meeting the definition of an Affiliated Airline hereunder shall no longer be considered an Affiliated Airline of Airline for purposes of this Agreement.

ARTICLE II

TERM OF AGREEMENT

The term of this Agreement commences on January 1, 2027 ("**Commencement Date**") and shall be set to expire on December 31, 2032 (the "**Expiration Date**"), unless sooner terminated or cancelled as provided in this Agreement. This Agreement includes the option to extend for up to one (1) additional five (5) year term.

Either party may terminate this Agreement without cause by giving thirty (30) day notice to the other party with no liability to the terminating party or such termination shall be deemed a no-fault cancellation.

ARTICLE III

SPACE AND OPERATIONAL SUPPORT

Airline shall arrange for operating space separate from this Agreement with Airport or with a third-party Airport tenant whose rights include providing such space. In addition, should Airline require ground handling services at the Airport for itself or its Affiliates, Airline shall make the appropriate arrangements through a third-party Airport tenant whose rights include providing such ground handling services to Air Cargo Transportation Businesses.

ARTICLE IV

FEES TO BE PAID BY AIRLINE

Landing fees ("**Landing Fees**") to be paid by Airline shall be determined by each aircraft's maximum gross landing weight for actual landings at the Airport of aircraft operated by Airline and/or Airline's Affiliates; provided, however, Landing Fees shall not be payable when aircraft return to the Airport due to adverse weather conditions, mechanical problems, or other emergency of precautionary reasons. This shall apply to the scheduled flights of Airline and those of any Affiliated Airline. Beginning on the tenth (10th) day of the second (2nd) month of the term of this Agreement and on or before the tenth (10th) day of each month during the term thereafter, Airline shall provide Airport with a report of the preceding month's number of landings by aircraft type, and the aggregate maximum gross landing weight for the entire preceding month and all Landing Fees due for that month shall be paid by Airline to Airport within thirty (30) days thereafter.

Landing Fees shall be fifty-eight cents (\$0.58) per thousand (1,000) pounds of maximum gross landed weight. Landing Fees shall be subject to change or modification by the Airport on January 1 of each year of this Agreement and any extension thereof.

Aircraft Rescue and Firefighting ("**ARFF Fees**") shall be paid by Airline pursuant to a separate monthly invoice and shall be assessed at a rate of (\$1.25) per (1000) pounds of maximum gross landed weight. ARFF landing fees shall be subject to change or modification by the Airport on January 1 of each year of this Agreement and any extension thereof.

("Security Fees") Costs for security background checks and Security Identification Display Area (SIDA) badging fees for Airline's employees will be invoiced to Airline in the month after such costs and fees are incurred.

ARTICLE V

MAINTENANCE AND OPERATION OF THE AIRPORT FACILITIES

- A. Airline agrees that it shall not knowingly do or permit its agents, directors, or employees to do anything at the Airport that would be in conflict with or violate the requirements of Part 139 of the Federal Aviation Regulations, "Certification and Operations: Land Airports Serving Certain Air Carriers," as amended from time to time, or any successor regulation, order, or directive, or that would jeopardize the Airport's operating certificate obtained pursuant to such Federal regulations. Airport agrees that it shall retain its FAA certification during the term of this Agreement.
- B. Airport agrees that it will use reasonable efforts during the term of this Agreement to maintain and keep the landing field, runways, aprons, taxiways (collectively "**Airport Operations Area**") and other Airport facilities (including, without limitation, vehicular access roads serving the Leases Premises) in a reasonably usable, operating, clean condition, in good repair and free from obstruction, including clearing and removal of snow and ice as soon as practicable in substantial conformity with standards customarily followed in the aviation industry for airports of like size and character and in similar climates.
- C. Airline agrees that it shall promptly remove any disabled aircraft from the Airport ramps or Airport Operations Area; shall not damage, mar or deface any aircraft ramp area, Aircraft Operations Areas, or public premises; and shall immediately clean any spills or repair any damage, outside of ordinary wear and tear, to the aircraft ramp areas, Aircraft Operations Area, and public areas caused by it, its employees, agents or invitees.
- D. Airport agrees that Airline shall have the right to operate under Airport's Storm Water Pollution and Prevention Plan during the term of this Agreement.

ARTICLE VI

RULES AND REGULATIONS

Airline, on behalf of its Affiliates and their respective employees, guests, patrons, invitees, suppliers of materials and furnishers of service agrees to observe and obey the rules and regulations governing the conduct and operation of the Airport facilities promulgated, from time to time, by Airport. Said rules and regulations shall not be inconsistent or in conflict with any rules and regulations of any Federal, State, or local agencies having jurisdiction with respect thereto, now or hereafter in effect. Said rules shall not be inconsistent with the prescribed or approved procedures by the Federal Aviation Administration for landing and taking off at the Airport of scheduled air transport carriers. Airport shall provide Airline with a copy of all such rules and regulations (including, as and when applicable, all amendments or modifications thereto).

ARTICLE VII

INDEMNIFICATION

Except as hereinafter provided, Airport shall not be liable for any loss, injury, death, or damage to persons or property which at any time may be suffered or sustained by any person or property in connection with all activities of the Airline or an Affiliated Airline at the Airport if such loss, injury, death, or damage shall be caused by or in any way result from or arise out of any act or omission of Airline or an Affiliated Airline or their employees, contractors or agents. Airline shall indemnify Airport against all expenses, penalties, liabilities, suits, demands and claims of any kind, including reasonable attorneys' fees, by and on behalf of any person, arising out of: (1) a failure by Airline or an Affiliated Airline to perform any of the terms or conditions of this Agreement; (2) any loss, injury, including death, or damage to persons or property occurring in connection with the activities of Airline or an Affiliated Airline at the Airport; (3) failure of Airline or an Affiliated Airline to comply with any law, regulation, or requirement of any governmental authority including environmental protection law or regulation, or any Airport rule or policy adopted to ensure compliance with any such law, regulation, or requirement; (4) any mechanics' lien or security interest filed against the equipment, materials, or alterations of Airline's leased operating space at the Airport or against any improvements thereon; (5) the negligence or willful misconduct of Airline or an Affiliated Airline or their agents, employees, licensees and invitees, in, on or in connection with the use of the Airport; or (6) a failure of Airline or an Affiliated Airline or their agents, invitees, servants, or employees to comply with the Airport Security Program. This provision is not in any way limited by the provision for insurance hereinafter set forth. Airline's obligations under this paragraph shall not apply to loss, injury, death or damage arising by reason of the negligence or the conduct of Airport, its agents, servants, contractors or employees.

Airline hereby waives all rights of subrogation for damage to its property and injury, including death, to its employees, invitees, and passengers arising out of any claimed negligence or willful misconduct of Airport. All insurance described in Article VIII shall include a recitation of such waiver in the policy and the certificate supplied to Airport.

ARTICLE VIII

INSURANCE

- A. Without limiting Airline's obligation to indemnify Airport as provided in Article VII, Airline, on its own behalf and on behalf of each Affiliated Airline, shall provide, pay for, and maintain in force at all times during the term of this Agreement, the following insurance:
 - 1. Comprehensive Airline General Liability insurance (including without limitation Contractual Liability, Aircraft Liability, Premises Liability, War Liability, Non-owned Aircraft Liability, Personal Injury Liability, Products/Completed Operations Liability, Excess Automobile Liability, and Excess Employer's Liability) in an amount not less than \$100,000,000 Combined Single Limit each occurrence (in the aggregate as respects War Liability and Products/Completed Operations Liability) and \$25,000,000 Aggregate as respects to Personal Injury, Excess Automobile and Employer's Liabilities.

2. Automobile Liability insurance (including airside) in an amount not less than \$1,000,000 Combined Single Limit each occurrence.
 3. Statutory Work Safety Insurance and Employer's Liability insurance in an amount not less than \$1,000,000 each accident / disease.
- B. All insurance shall be placed with insurance companies rated by AM Best as A, VII or better that are eligible to write business in the State of North Dakota. Provided, however, Airline shall have the right to self-insure all or any portion of the insurance obligation if Airline provides Airport with written notice of which obligations will be met through a self-insurance program and the self-insurance program of Airline: (a) meets minimum insurance requirements of Article VIII.A; (b) materially conforms to the terms and conditions of standard industry insurance; and (c) in the case of workers' compensation or motor vehicle insurance, is in compliance with the laws of the State of North Dakota for companies wishing to self-insure for such insurance.
- C. Prior to commencing flight operations at the Airport and immediately prior to the expiration of any policy or policies of insurance procured by Airline hereunder, Airline shall furnish a certificate of insurance to Airport evidencing such coverage. Such certificate shall:
1. Name Airport, its agents, servants and its employees as additional insureds (each, an "Additional Insured") for their respective interests on all liability policies; and,
 2. Provide that each liability policy is primary without right of contribution and that the liability of the insurers will not be affected by any other insurance which is available to Airport so as to reduce the amount of insurance available under the Airline's insurance; and,
 3. Include severability of interests' clause which provides that the insurance will operate to give each insured the same protection as if there were a separate policy issued to each insured (such provision will not act to increase the limit of liability available under each insurance policy); and,
 4. Provide that, in relation to the interests of Airport, that the insurance will not be invalidated by any act, breach, violation or omission of the Airline or any other person or entity, provided the Additional Insured has not knowingly contributed to such act, breach, violation or omission; and,
 5. Provide waiver of subrogation provisions in favor of Airport with respect to any aircraft, automobile, or any other property coverage as well as workers' compensation coverage; and,
 6. Provide for thirty (30) days' notice of cancellation, non-renewal, or material change in coverage to Airport for each insurance policy.

ARTICLE IX

TERMINATION BY AIRPORT

In case of the happening of one or more of the following events:

- A. Airline voluntarily abandons its Air Cargo Transportation Business at the Airport for a period of ninety (90) days; or
- B. Airline defaults in the payment of any fees or in observance or performance of any covenant or agreement herein required to be kept or performed by Airline, and any such default shall continue for a period of thirty (30) days after written notice specifying such default shall have been given by Airport to Airline (provided, however, that such failure shall not be an event of default if: (i) such failure could not reasonably be cured during such thirty (30) day period; (ii) Tenant has commenced the cure within such thirty (30) day period; and, (iii) Tenant, thereafter, is diligently pursuing such cure to completion).

If Airline fails to cure any default after receipt of notice and within the applicable cure period, if any, Airport may, upon ten (10) days prior written notice, exercise any remedy provided by law or in equity and/or terminate this Agreement. Upon termination of this Agreement, Airline's and each Affiliated Airline's right to use the Airport shall thereupon terminate and Airline agrees to surrender such rights immediately without the receipt of any demand for notice to quit or demand for possession whatsoever.

ARTICLE X

TERMINATION BY AIRLINE

In case of the happening of one or more of the following events:

- A. Any court of competent jurisdiction shall issue an injunction in any way preventing or restraining the use of the Airport or any substantial part or parts of any thereof, to such an extent as to interfere materially with the operation by Airline of its Air Cargo Transportation Business to, from or at the Airport and such injunction shall remain in force (not stayed by way of appeal or otherwise) for a period of ninety (90) days; or
- B. Airline shall be unable to use the Airport for the conduct of its Air Cargo Transportation Business for a period of ninety (90) days due to any law or executive order, or any order, rule or regulation of any appropriate governmental authority affecting the Airport, or war, bombardment, power, or drainage failure, earthquake, or other casualty; or
- C. The United States Government or any authorized agency thereof shall occupy the Airport or the Airport facilities, or any substantial part or parts thereof, to such an extent as to interfere materially with the operation by Airline of its Air Cargo Transportation Business, from or at the Airport for a period of ninety (90) days; or

- D. Airport defaults in the observance or performance of any covenant or agreement herein required to be kept or performed by Airport and such default shall continue for a period of thirty (30) days after written notice specifying such default shall have been given by Airline to City; or
- E. The termination, suspension, or revocation by the United States Government or by any authorized agency of the government of Airline's Certificate of Public Convenience and Necessity;

Airline may, upon ten (10) days prior written notice, terminate this Agreement.

ARTICLE XI

SUBORDINATION

This Agreement is subject and subordinate to any existing or future agreement between City and the United States Government or governmental authority, relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of Federal funds for the improvement or development of the Airport. Airline and any Affiliated Airline shall not cause Airport to violate any assurances made by Airport to the United States Government in connection with the granting of federal funds. If the Federal Aviation Administration or its successors requiring modification or changes to this Agreement as condition precedent to the granting of funds for the improvement of the Airport or otherwise, Airline agrees to consent, without compensation, to such amendments, modifications, revisions, supplements, or deletions of any kind to the terms, conditions, or requirements of this Agreement. This Agreement is also subordinate to the rights of the United States Government to operate all or part of the Airport during time of war or national emergency. Such rights shall supersede any provision of this Agreement inconsistent with the operation of the Airport by the United States Government.

ARTICLE XII

MISCELLANEOUS

- A. Assignment. Airline shall not assign this Agreement, or any of its rights hereunder without the prior written consent of Airport. Airline will be responsible for full compliance with this Agreement, notwithstanding the consent of Airport.
- B. No Waiver of Default. No action whatsoever, except an express written waiver, shall be construed to be or act as a waiver by Airport or Airline of any default by the other in the performance of any of the terms, covenants or conditions herein to be performed, kept and observed by it. No express written waiver by Airport or Airline shall be construed to be or act as a waiver of any subsequent default by the other in the performance of any of the terms, covenants and agreements hereof to be performed, kept and observed by it.
- C. Remedies are Cumulative. The rights and remedies hereby created are cumulative and the use of one remedy shall not be taken to exclude or waive the right to the use of another.

- D. Notices. Notices to Airport provided for herein may be sent by certified mail, postage prepaid, return receipt requested, addressed to the following:

Executive Director
The Municipal Airport Authority
P.O. Box 2845
Fargo, North Dakota 58108

Notices to Airline provided for herein may be sent by certified mail postage prepaid, return receipt requested, addressed to the following:

United Parcel Service Co.
Airport Properties – 3A1400 North Hurstbourne Parkway
Louisville, KY 40223
Attn:
Telephone: (502) 329-3913

and to such other addresses as the parties hereto may designate in writing from time to time. Notice shall be deemed received when delivered or upon refusal to accept delivery.

- E. Governing Laws. This Agreement shall be deemed to have been made in, and shall be construed in accordance with, the laws of the State of North Dakota.
- F. Counterparts. This Agreement may be signed in identical counterparts and all counterparts together shall constitute a single document.

ARTICLE XIII

EXCLUSIVITY AGREEMENT

It is hereby specifically understood and agreed that nothing herein contained shall be construed to grant or authorize the granting of an exclusive right to provide aeronautical services to the public as prohibited by Section 308 (a) of the Federal Aviation Act of 1958, as amended, and Airport reserves the right to grant to others the privileges and right of conducting any one or all such activities.

ARTICLE XIV

NON-DISCRIMINATION AGREEMENT

It is expressly understood and agreed between the parties that:

- A. No person on the grounds of race, creed, color, national origin, disability, sex or age shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities; and,

- B. In the construction of any improvement, on, over, or under such land and the furnishing of services thereon no person on the grounds of race, creed, color, national origin, disability, sex or age shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination; and,
- C. In the furnishing of services from the Airport, no person on the grounds of race, creed, color, national origin, disability, sex or age shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination; and,
- D. Airline shall use the Leased Premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 And Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 27, Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance, and as said Regulations may be amended.
- E. Airline covenants and agrees that it will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by this part on the basis of race, color, sex, or national origin. In administering the DBE program, Airline covenants that it will not, directly or indirectly through contractual or other arrangement, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the program with respect to individuals of a particular race, color, sex, or national origin as provided in Part 26, Title 49 of the Code of Federal Regulations entitled “Participation by Disadvantaged Business Enterprise in Department of Transportation Financial Assistance Programs.”

ARTICLE XV

CONFIDENTIALITY

Airport and its agents shall use due care to treat confidentiality all matters pertaining to Airline’s business except those things which of necessity must become part of a public record. It is specifically understood and agreed in this regard that Airport is, however, a public body under North Dakota law and thus is subject to the open records and open meetings laws.

ARTICLE XVI

SECURITY – FEDERAL REGULATIONS

- A. Airline shall provide for security on the Leased Premises as prescribed by the Transportation Safety Administration regulations and agrees to employ such reasonable measures as are necessary to prevent or deter the unauthorized access of persons or vehicles on its Leased Premises and the aircraft operations area.

- B. Airline further agrees to abide by reasonable rules and regulations adopted by the Municipal Airport Authority in carrying out the said Authority's obligations under the Transportation Safety Administration regulations and other security measures the Municipal Airport Authority deems necessary from time to time, for the proper identification of persons and vehicles entering the aircraft operations area all as the same may be added to or modified by the Transportation Safety Administration.
- C. Airline shall reimburse Airport in full for any fines or penalties assessed or levied against Airport for security violations as a result of any actions or omissions on the part of Airline, its agents, suppliers, or employees for any violation occurring at any aircraft access point under the control of Airline or resulting in any way from the act or omission of Airline.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on their behalf by their duly authorized representatives, all as of the day and year first above written.

THE MUNICIPAL AIRPORT
AUTHORITY OF THE CITY OF
FARGO, NORTH DAKOTA

UNITED POSTAL SERVICE CO.

By: _____
Richard A. Berg

Printed Name: _____

Its: _____ Chair _____

Date: _____

By: _____

Printed Name: _____

Its: _____

Date: _____

By: _____
Shawn A. Dobberstein, A.A.E.

Its: _____ Executive Director _____

Date: _____

Attest:

By: _____

Printed Name: _____

Its: _____

Date: _____

Attest:

By: _____

Printed Name: _____

Its: _____

Date: _____



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June 4, 2026

Fargo - Hector International Airport
PO Box 2845
Fargo ND 58108

RE: Airport Grant from the North Dakota Aeronautics Commission

Dear Airport Manager:

The Aeronautics Commission has received your request(s) for state airport grant funding. The office staff has carefully reviewed and discussed all submitted requests, and provided grant recommendations to the Commission Board. The North Dakota Aeronautics Commission held its annual airport grant meeting in Bismarck on June 2, 2026 where the allocation of grants took place.

Congratulations! The Fargo - Hector International Airport has been selected as a recipient of 2026 state airport grant funds. The approved grant(s) has/have been listed on page two of this correspondence. Each approved grant has been listed by grant name, payout percentage, and total grant amount. These grants will be reimbursed in accordance with the payout percentage listed, and cannot exceed the total grant amount. However, if the project exceeds the total grant amount, you may submit a request for a supplemental grant for the potential to receive additional funds.

Requests for reimbursement payments are required to be submitted with the following forms and documentation:

1. If requesting reimbursement on a **federal** project:
Submit a copy of the State form (SFN) 60972, Request for Reimbursement - Federal Project, along with the Delphi confirmation and a project financial summary for each Delphi transaction. A copy of SFN 60972 is enclosed and the fillable form can be found on our website at www.aero.nd.gov/forms.
2. If requesting reimbursement on a **non-federal** project:
Submit a copy of the State form (SFN) 13842, Request for Reimbursement - Non-Federal Project, along with a copy of each invoice reflected on the Request for Reimbursement form. A copy of SFN 13842 is enclosed and the fillable form can be found on our website at www.aero.nd.gov/forms.

Remember to contact the FAA Flight Service Station at 1-877-487-6867 to issue a NOTAM for activities which may affect aviation, such as airport construction or maintenance personnel and equipment on the runway.

Aviation plays a large part in North Dakota's business, agriculture, tourism, and medical fields, and I thank you for your desire to improve your community's airport. Feel free to contact our office at 701-328-9650 for any further assistance in planning your project.

Sincerely,

Kyle Wanner
Executive Director

Enclosure

cc: Airport Authority Chairperson

All state grants will be reimbursed in accordance with the payout percentage listed, and cannot exceed the total grant amount.

The 2026 approved grant(s) for Fargo - Hector International Airport are/is as follows:

GRANT NAME	PAYOUT PERCENTAGE	TOTAL GRANT AMOUNT
AIF - FAA 2024 AIP #62 Expand Apron & Construct Glycol Sewer	5.00 %	\$474,359.00
AIF - FAA 2025 AIP #65 - Terminal Apron Reconstruction Phase 1	5.00 %	\$426,274.00
AIF - Terminal Apron Expansion (Non-fed)	50.00 %	\$4,342,041.00



**FARGO HECTOR
INTERNATIONAL
AIRPORT**

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Finance Update

April 2026

Executive Summary January-April 2026

Operating Performance (Month to Date)

	Month	YTD (Jan-Apr)	Budget	"+/- Budget Ytd"	"% +/- YTD"
Operating Revenue	\$ 1,750,561.00	\$ 6,417,933.00	\$ 5,472,069.00	\$ 945,864.00	17.29%
Operating Expense	\$ 882,740.00	\$ 3,439,800.00	\$ 4,280,695.00	\$ (840,895.00)	-19.64%
Net Operating Income	\$ 867,821.00	\$ 2,978,133.00	\$ 1,191,374.00	\$ 1,786,759.00	149.97%
Interest Income	\$ 113,915.00	\$ 447,443.00	\$ 147,333.00	\$ 300,110.00	204%
Operating Margin	\$ 981,736.00	\$ 3,425,576.00	\$ 1,338,707.00	\$ 2,086,869.00	155.89%

*Key Take-away: No issues at this time

Outstanding Debt YTD

	Amount
Authorized Amount	\$ 40,000,000.00
Drawn to Date	\$ 39,444,373.63
Undrawn Capacity	\$ 555,626.37
Outstanding Balance	\$ 38,111,473.71

Volume & Activity Drivers YTD

	Actual	Prior Year	% change
Enplanements (YTD)	204,398.00	199,639.00	▲ 2.33%
Passenger Traffic (Enplane / Deplane)	412,356.00	402,939.00	▲ 2.28%
Load Factor/ Utilization	79.56%	77.71%	▲ 2.33%

*Enplaned passengers / total seats

*Interpretation: What is driving enplanements at the moment? Spring Break

Non-Aeronautical Revenue Highlights

Category	Actual	Budget	% change
Parking \$	3,563,499.00	\$ 3,007,512.00	▲ 18%
Concessions	125,405.24	91,666.68	▲ 37%
Rental Cars	524,690.27	610,666.00	▼ -14%

*Key Driver: Parking is leading way- seen increased occupancy

Key Performance Indicators (KPIs)

	Actual	Industry Avg	Above/ Below Avg
Net Revenue per Enplanement	14.57	6.00	▲ 8.57
Net Parking Revenue per Enplanement	18.37	6.50	▲ 11.87
Airline Cost per Enplanement	5.85	10.00	● -4.15

*Below Average will be reflected as green

*KPIs are calculated consistently month-to-month for comparability

Capital & Major Projects Summary

Project	Budget	Spent to Date	% Complete
Terminal	129,738,853.96	88,737,574.51	▲ 68%
Parking	46,507,352.79	39,934,492.22	▲ 86%
Apron Expans	20,146,993.26	19,449,610.64	▲ 97%
Apron Rehab	14,314,752.05	1,510,358.47	▲ 11%

*Risk or Watch item: Upcoming projects in 2027- working on funding sources

Outlook & Board Focus

Near Term (1-3 months)

Continue to monitor operating acct to ensure if seasonal or ongoing / Watch for economic slowdown/ sustain non-aero revenue

Key Risk:

Upcoming funding on capital projects 2027 and beyond- we are planning but additional sources of revenue will be needed

Board Action Needed:

None at this time



April 2026 Financial Performance

Revenue	Month	YTD (Jan-Apr)	Budget	" +/- Budget Ytd"	"% +/- YTD"
Aeronautical	\$ 304,446.00	\$ 1,195,327.00	\$ 1,002,976.00	\$ 192,351.00	19.18%
Parking	\$ 879,814.00	\$ 3,563,499.00	\$ 3,007,512.00	\$ 555,987.00	18.49%
Other*	\$ 566,301.00	\$ 1,659,107.00	\$ 1,461,581.00	\$ 197,526.00	13.51%
TOTAL	\$ 1,750,561.00	\$ 6,417,933.00	\$ 5,472,069.00	\$ 945,864.00	17.29%

Expense	Month	YTD (Jan-Apr)	Budget	" +/- Budget Ytd"	"% +/- YTD"
Personnel	\$ 505,174.00	\$ 1,374,845.00	\$ 1,582,598.00	\$ (207,753.00)	-13.13%
Other	\$ 377,566.00	\$ 2,064,955.00	\$ 2,698,097.00	\$ (633,142.00)	-23.47%
TOTAL	\$ 882,740.00	\$ 3,439,800.00	\$ 4,280,695.00	\$ (840,895.00)	-19.64%

Net Operating Income	Month	YTD (Jan-Apr)	Budget	" +/- Budget Ytd"	"% +/- YTD"
	\$ 867,821.00	\$ 2,978,133.00	\$ 1,191,374.00	\$ 1,786,759.00	149.97%

Interest Income	Month	YTD (Jan-Apr)	Budget	" +/- Budget Ytd"	"% +/- YTD"
	\$ 113,915.00	\$ 447,443.00	\$ 147,333.00	\$ 300,110.00	203.70%

Operating Margin	Month	YTD (Jan-Apr)	Budget	" +/- Budget Ytd"	"% +/- YTD"
	\$ 981,736.00	\$ 3,425,576.00	\$ 1,338,707.00	\$ 2,086,869.00	155.89%

*Lower due to Car Rental Commissions being lower than budgeted



Passenger Traffic Trends

	2024	2025	2026	Busiest	
JANUARY	42,726	48,037	49,186	2026	49,186
FEBRUARY	43,691	47,971	50,278	2026	50,278
MARCH	44,414	56,399	55,390	2025	56,399
APRIL	41,466	47,232	49,544	2026	49,544
MAY	44,547	47,983		2025	47,983
JUNE	45,301	47,898		2025	47,898
JULY	48,344	54,008		2025	54,008
AUGUST	48,514	50,867		2025	50,867
SEPTEMBER	43,663	46,258		2025	46,258
OCTOBER	48,627	50,846		2025	50,846
NOVEMBER	45,094	43,182		2024	45,094
DECEMBER	50,400	49,861		2024	50,400
TOTAL	546,787	590,542	204,398	2025	590,542

Max Pax/Month
56,399
Mar-25

Airline	Estimated		Scheduled		Flights		
	Pax	LF	Seats	DIF	Sched	Actual	DIF
Delta	15,734	81%	19,436	488	176	177	-1
American	11,857	80%	14,820	-439	206	197	9
Allegiant	9,702	74%	13,044	-143	75	75	0
United	13,774	83%	16,612	168	259	260	-1
Frontier	1,372	50%	2,720	34	13	13	0
Total	52,439		66,632	108	729	722	7

Passengers	April			YTD		
	2026	2025	% Chg	2026	2025	% Chg
Total	103,380	99,151	4%	412,356	402,939	2%
Enplaned	49,544	47,232	5%	204,398	199,639	2%
Deplaned	53,836	51,919	4%	207,958	203,300	2%

April		Days in Month	
Total Pax per day -	3,446		30
Average seats/day -	2,225		
Average pax/day -	1,651		
Average Seats per departure -	92		



KPIs

Municipal Airport Authority

Airport KPI's

Operating summary for Class 561 only with airport KPI's. See assumptions for forecasted amounts. No assurance provided. Management is responsible for review and approval of all drivers and assumptions. Growth rate is based on a trailing 12 months

Name	Forecast			Notes
	FY-25	FY-26	FY-27	
	Actuals	Forecast	Forecast	
Airport KPI's				
Passenger Enplanements	590,542	608,631	629,385	Historical figures imported and future projected based on growth rate assumption below
Passenger Enplanements Annual Growth %	8.07%	3.06%	3.42%	(Current Year Enplanements - Prior Year Enplanements) / Prior Year Enplanements
Airline Revenue Annual Growth Rate	5.47%	23.90%	2.00%	(Current Year Airline Revenue - Prior Year Airline Revenue) / Prior Year Airline Revenue
Airline Cost per Enplaned Passenger	\$4.39	\$5.27	\$5.20	Airline Revenue / Enplaned Passengers (Cost to Airlines per Passenger)
Non-Airline Revenue Annual Growth %	9.18%	19.76%	2.30%	(Current Year Non-Airline Revenue - Prior Year Non-Airline Revenue) / Prior Year Non-Airline Revenue
Total Revenue Growth (561)	7.86%	19.82%	2.24%	(Current Year Class 561 Revenue - Prior Year Class 561 Revenue) / Prior Year Class 561 Revenue



Parking Ramp KPIs

- Occupancy/ Utilization Rates
 - As of April 10th short term parking is now being tracked
- Net Revenue Per Enplanement
 - (Parking Revenue – Parking Expenses) / Monthly Enplanements
- Parking is 70% of our Non-Aeronautical Revenue

LT Ramp Occupancy Rate w/out 1st floor			
Month	LT Ramp Avg	LT Ramp Fill	% Filled
Nov-25	315	744	42.31%
Dec-25	451	744	60.59%
Jan-26	528	744	70.91%
Feb-26	613	744	82.42%
Mar-26	583	744	78.39%
Apr-26	530	744	71.17%

SHORT TERM Ramp Occupancy Rate			
Month	ST Ramp Avg	ST Ramp Fill	% Filled
Nov-25	0	227	0.00%
Dec-25	0	227	0.00%
Jan-26	0	227	0.00%
Feb-26	0	227	0.00%
Mar-26	59	227	25.80%
Apr-26	60	227	26.46%

All Parking Areas

NET Revenue Per Enplanment			
Month	Enplanements	NET Revenue	Rev Per Enplanemt
Nov-25	43,182.00	\$ 494,743.46	\$ 11.46
Dec-25	49,861.00	\$ 576,420.81	\$ 11.56
Jan-26	49,186.00	\$ 681,360.82	\$ 13.85
Feb-26	50,278.00	\$ 778,059.32	\$ 15.48
Mar-26	55,390.00	\$ 917,400.41	\$ 16.56
Apr-26	49,544.00	\$ 800,646.99	\$ 16.16

- The Economy lots % occupancy increased in April
- Ramp occupancy declined slightly
- Net effect: overall parking revenue increased



Parking Project Recap

- Status: On track
- Budget: On track
- Next milestone:
- Board Action: None

Parking	Total Funds	*Approved	Received/ Used	**Pending
<u>Inflows</u>				
Secured Funding Bank of ND Loan	\$ 40,000,000.00	\$ 40,000,000.00	\$ 39,444,379.34	\$ -
Competitive/ Discretionary *	\$ -	\$ -	\$ -	\$ -
PFC	\$ -		\$ -	\$ -
Airport Cash	\$ 6,507,352.79	\$ 6,507,352.79	\$ 490,112.88	\$ -
Total Inflows	\$ 46,507,352.79	\$ 46,507,352.79	\$ 39,934,492.22	\$ -
			**Airport Cash- Insurance pymt	
<u>Outflows</u>	Total Funds		Spent	Pending
Expenses	\$ 46,507,352.79		\$ 39,934,492.22	\$ -
Net Totals	\$ -		\$ -	\$ -
<u>*Approved Footnote</u>				
Bank of ND Loan	\$ 40,000,000.00			



Terminal Projects Recap

- Status: On track
- Budget: On track
- Next milestone:
- Board Action: None

Thru March 2026	Approved + Pending	Matches Approved Grants thru Feb 2026	Grant \$ received/reimbursed to us thru March 2026	Matches Pending Grants (Secured & Non Secured)
Terminal Expansion (all inclusive)	Total Funds	*Approved	Received	**Pending
<u>Inflows</u>				
Secured Funding	\$ 31,002,771.00	\$ 31,002,771.00	\$ 23,583,469.55	\$ -
Competitive/ Discretionary *	\$ 93,185,126.00	\$ 88,685,126.00	\$ 62,563,672.90	\$ 4,500,000.00
PFC #11 (Skyway and potential other exp)	\$ -		\$ -	\$ -
Total Funding	\$ 124,187,897.00	\$ 119,687,897.00	\$ 86,147,142.45	\$ 4,500,000.00
Airport Cash	\$ 40,012,702.27	\$ 40,012,702.27	\$ 23,550,401.17	
Total Inflows	\$ 164,200,599.27	\$ 159,700,599.27	\$ 109,697,543.62	\$ 4,500,000.00
<u>Outflows</u>	Total Funds		Spent	Pending
Expenses	\$ 164,200,599.27		\$ 109,697,543.62	
<u>Net Totals</u>	\$ -		\$ -	\$ 4,500,000.00

Of the \$45M State Aid- we have been reimbursed approx. \$33M and continue to seek reimbursements monthly



Municipal Airport Authority of the City of Fargo, North Dakota
Statement of Financial Position
As of Apr 30, 2026

	2024	2025	Jan 1 - Apr 30 2026
Assets			
Current Assets			
Bank Accounts			
102.10-01 FIBT Main Operating Checking	43,725,872.37	37,169,882.87	36,948,327.63
102.10-01.01 Capital Construction (In Operating)			0.00
102.10-01.02 Parking (In Operating)			0.00
Total for 102.10-01 FIBT Main Operating Checking	\$43,725,872.37	\$37,169,882.87	\$36,948,327.63
102.10-02 Capital Parking Savings (#4088 MM)	9,113,123.27	7,136,340.58	5,297,730.25
102.10-11 Capital Construction (#5667/#5717)	4,143,122.40	2,902,102.25	7,141,123.92
102.10-13 PFC Account (#9087/#9095)	204,920.16	208,241.61	206,882.94
102.10-14 Bank of North Dakota	1,498.37	2,331,893.50	1,089.86
102.10-15 FIBT CD		2,700,000.00	8,700,000.00
103.00-01 Bond Reserve Fund for BND Loan (#2877/ #2893)	361,635.65	738,877.45	1,102,479.92
102.10-12 Cash on Deposit (Payroll Holding Acct)	132,337.43	132,337.43	132,337.43
104.00-00 Cash / City Cash Pool	\$0.00	\$0.00	\$0.00
Total for Bank Accounts	\$57,682,509.65	\$53,319,675.69	\$59,529,971.95
Accounts Receivable			
115.15-00 Accounts Receivable	52,707.89	66,265.31	\$0.00
115.20-00 Accounts Receivable / Year End Receivables	1,072,120.23	9,839,849.05	3,454,538.94
126.10-00 Intergovernmental A/R / Intergovernmental A/R	4,593,642.95	0.07	0.07
Total for Accounts Receivable	\$5,718,471.07	\$9,906,114.43	\$3,454,539.01
Other Current Assets			
108.10-00 Taxes Receivable / Delinquent Taxes	17,108.14	17,108.14	17,108.14
110.10 PFM Investments	4,886,116.79	\$0.00	\$0.00
110.20-00 Interest Receivable	18,824.05	\$0.00	\$0.00
111.20 Interest Receivable - Leases [GASB 87]	94,996.13	100,762.42	100,762.42
111.30 ST Lease Receivable [GASB 87]	882,834.11	1,128,321.19	1,128,321.19
143.10-00 Prepaid Items / Prepaid Insurance	231,490.47	126,871.79	98,678.07
143.10-01 Prepaid Items / Prepaid Expenses	99,328.45	74,283.85	65,935.65
180.20-00 Deferred Outflow / NDPERS Pension	1,400,406.00	640,907.00	640,907.00
180.30-00 Deferred Outflow / NDPERS OPEB	59,864.00	39,082.00	39,082.00
180.40-00 Deferred Outflow / NDPERS Law Pension	258,584.00	166,629.00	166,629.00
Misc Receivable	\$0.00	\$0.00	\$0.00
Undeposited Funds	8,881.42	\$0.00	\$0.00
130.50-00 Due From Other Funds - Enterprise Funds	-0.01	-0.01	-0.01
180.10-00 Deferred Outflow / City Employees' Pension	\$0.00	\$0.00	\$0.00
190.10-00 Net Pension Asset / City Employees' Pension	\$0.00	\$0.00	\$0.00
Total for Other Current Assets	\$7,958,433.55	\$2,293,965.38	\$2,257,423.46
Total for Current Assets	\$71,359,414.27	\$65,519,755.50	\$65,241,934.42
Fixed Assets			
162.10-00 Buildings / Buildings	49,423,392.66	49,413,645.66	49,413,645.66
162.20-00 Buildings / Accum Depr - Building	-17,118,814.08	-18,250,300.05	-18,250,300.05
163.10-00 Improvements Other / Improvements Other	2,676,346.78	2,719,816.53	2,719,816.53
163.20-00 Improvements Other / Accum Depr - Other Improv	-1,749,830.38	-1,856,516.53	-1,856,516.53
164.10-00 Machinery & Equipment / Machinery & Equipment	17,354,342.65	17,636,358.16	17,636,358.16
164.20-00 Machinery & Equipment / Accum Depr - M & E	-12,465,813.03	-13,258,873.39	-13,258,873.39
165.10-00 Construction in Progress / Construction in Progress	49,900,218.08	141,684,689.31	142,686,235.70
168.10-00 Infrastructure / Infrastructure	146,550,673.41	148,431,810.12	148,431,810.12
168.20-00 Infrastructure / Accumulated Depreciation	-65,488,575.67	-67,620,485.25	-67,620,485.25
161.10-00 Land & Land Rights / Land	8,516,546.79	8,516,546.79	8,516,546.79
Total for Fixed Assets	\$177,598,487.21	\$267,416,691.35	\$268,418,237.74
Other Assets			
121.30 LT Lease Receivable [GASB 87]	5,849,948.79	5,684,389.73	5,684,389.73
Total for Other Assets	\$5,849,948.79	\$5,684,389.73	\$5,684,389.73
Total for Assets	\$254,807,850.27	\$338,620,836.58	\$339,344,561.89

	2024	2025	Jan 1 - Apr 30 2026
Liabilities and Equity			
Liabilities			
Current Liabilities			
Accounts Payable			
200.00-00 Accounts Payable / Accounts Payable	3,973,790.25	3,773,746.99	747,159.67
201.00-00 Payables / Vouchers Payable	\$0.00	\$0.00	\$0.00
201.10-00 Vouchers Payable / Accrued Vouchers Year End	\$0.00	\$0.00	\$0.00
206.10-00 Payables / Retainage	\$0.00	\$0.00	\$0.00
Total for Accounts Payable	\$3,973,790.25	\$3,773,746.99	\$747,159.67
Credit Cards			
201.00-09 Vouchers Payable / Credit Card Payable	83,384.82	129,582.35	\$0.00
201.00-11 Vouchers Payable / US Bank Credit Card Payable			94,640.72
Total for Credit Cards	\$83,384.82	\$129,582.35	\$94,640.72
Other Current Liabilities			
202.10-00 Payroll Liabilities / Accrued Vouchers Year End	8,774.96	12,716.26	1,848.82
202.10-01 Accrued Vouchers Year End / Airport YE Accrued Payroll	71,455.75	105,247.38	\$0.00
203.10-00 Payables / Compensated absences	240,656.06	283,658.09	283,658.09
206.10-01 Payables/Retainage	2,424,866.17	7,092,497.14	8,094,043.53
206.10-02 Deferred Inflow / Deferred Revenue	3,680.00	171,894.54	171,894.54
211.10 Deferred Inflows - Leases [GASB 87]	6,408,498.25	6,412,902.42	6,412,902.42
236.10-00 Payroll Liability / NDPERS Payable	45,756.25	42,169.08	53,116.94
236.20-00 Net Pension Liability / NDPERS Pension	1,997,017.00	1,635,105.00	1,635,105.00
236.40-00 Net Pension Liability / NDPERS Law Pension	53,480.00	-50,221.00	-50,221.00
238.20-00 Deferred Inflow / NDPERS Pension	959,197.00	680,869.00	680,869.00
238.30-00 Deferred Inflow / NDPERS OPEB	14,568.00	27,163.00	27,163.00
238.40-00 Deferred Inflow / NDPERS Law Pension	263,372.00	228,633.00	228,633.00
239.30-00 Net OPEB Liability / NDPERS OPEB	107,635.00	87,839.00	87,839.00
251.00-00 Accrued Interest Payable	79,524.50	121,004.53	79,524.50
Current Portion of LT Debt	666,970.00	666,970.00	666,970.00
238.10-00 Deferred Inflow / City Employees' Pension	\$0.00	\$0.00	\$0.00
253.00-00 Encumbrances / Encumbrances	\$0.00	\$0.00	\$0.00
255.00-00 Encumbrances / Reserve for Encumbrances	\$0.00	\$0.00	\$0.00
Total for Other Current Liabilities	\$13,345,450.94	\$17,518,447.44	\$18,373,346.84
Total for Current Liabilities	\$17,402,626.01	\$21,421,776.78	\$19,215,147.23
Long-term Liabilities			
250.00-00 BND Loan	21,068,681.02	38,061,346.93	38,106,189.38
Less Current Portion of LT Debt	-666,970.00	-666,970.00	-666,970.00
Total for Long-term Liabilities	\$20,401,711.02	\$37,394,376.93	\$37,439,219.38
Total for Liabilities	\$37,804,337.03	\$58,816,153.71	\$56,654,366.61
Equity			
260.10-01 Contributed Capital / City of Fargo	4,154,569.00	4,154,569.00	4,154,569.00
260.10-02 Contributed Capital / FAA Grant in Aid	31,546,834.13	31,546,834.13	31,546,834.13
260.10-03 Contributed Capital / FAA Surplus Property	1,750.00	1,750.00	1,750.00
260.10-04 Contributed Capital / ND State Aeronautics	1,941,229.24	1,941,229.24	1,941,229.24
260.10-05 Contributed Capital / ND Air Guard Grant Aid	455,976.00	455,976.00	455,976.00
260.10-06 Contributed Capital / Other Govts	232,108.84	232,108.84	232,108.84
Opening Balance Equity	\$0.00	\$0.00	\$0.00
272.00-00 Retained Earnings	157,276,451.97	181,095,917.03	241,472,215.66
Net Revenue	21,394,594.06	60,376,298.63	2,885,512.41
Total for Equity	\$217,003,513.24	\$279,804,682.87	\$282,690,195.28
Total for Liabilities and Equity	\$254,807,850.27	\$338,620,836.58	\$339,344,561.89

Capital Statement
Budget vs. Actuals - Capital
January - April, 2026

	Apr 2026				Total			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Income								
330 Intergovernmental Revenue			0.00		0.00	0.00	0.00	
331.10 Federal Operating Grants			0.00		0.00	0.00	0.00	
7006-331.11 Federal Operating Grants			0.00		0.00	0.00	0.00	
7006-331.13-05 Direct Assist / Airport Improvement	510,877.42	1,315,792.67	-804,915.25	38.83%	1,897,241.12	5,263,170.68	-3,365,929.56	36.05%
Total 7006-331.11 Federal Operating Grants	\$ 510,877.42	\$ 1,315,792.67	\$ -804,915.25	38.83%	\$ 1,897,241.12	\$ 5,263,170.68	\$ -3,365,929.56	36.05%
Total 331.10 Federal Operating Grants	\$ 510,877.42	\$ 1,315,792.67	\$ -804,915.25	38.83%	\$ 1,897,241.12	\$ 5,263,170.68	\$ -3,365,929.56	36.05%
334.30 State Grants			0.00		0.00	0.00	0.00	
7004-334.30-05 State Grants / Capital Grant Assistance	1,852,949.36	1,289,827.83	563,121.53	143.66%	6,308,320.44	5,159,311.32	1,149,009.12	122.27%
Total 334.30 State Grants	\$ 1,852,949.36	\$ 1,289,827.83	\$ 563,121.53	143.66%	\$ 6,308,320.44	\$ 5,159,311.32	\$ 1,149,009.12	122.27%
Total 330 Intergovernmental Revenue	\$ 2,363,826.78	\$ 2,605,620.50	\$ -241,793.72	90.72%	\$ 8,205,561.56	\$ 10,422,482.00	\$ -2,216,920.44	78.73%
360 Miscellaneous Revenue			0.00		0.00	0.00	0.00	
363.00 Rental Fees			0.00		0.00	0.00	0.00	
7004-363.91-01 Operating Revenues / Foreign-Trade Zone Fees		0.00	0.00		20,000.00	20,000.00	0.00	100.00%
Total 363.00 Rental Fees	\$ 0.00	\$ 0.00	\$ 0.00		\$ 20,000.00	\$ 20,000.00	\$ 0.00	100.00%
Total 360 Miscellaneous Revenue	\$ 0.00	\$ 0.00	\$ 0.00		\$ 20,000.00	\$ 20,000.00	\$ 0.00	100.00%
390 Transfer			0.00		0.00	0.00	0.00	
391.00 Transfer In			0.00		0.00	0.00	0.00	
7004-391.50-00 Transfer In / Enterprise Funds	239,471.90		239,471.90		817,714.56	0.00	817,714.56	
Total 391.00 Transfer In	\$ 239,471.90	\$ 0.00	\$ 239,471.90		\$ 817,714.56	\$ 0.00	\$ 817,714.56	
395.00 Operating Revenues			0.00		0.00	0.00	0.00	
7004-395.20-06 Miscellaneous / State/Airline Tax Share		0.00	0.00		0.00	0.00	0.00	
Total 395.00 Operating Revenues	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00	
396.00 Non Operating			0.00		0.00	0.00	0.00	
7004-396.12-00 Non Operating / Property Taxes	45,535.12	40,000.00	5,535.12	113.84%	1,344,449.81	1,590,000.00	-245,550.19	84.56%
Total 396.00 Non Operating	\$ 45,535.12	\$ 40,000.00	\$ 5,535.12	113.84%	\$ 1,344,449.81	\$ 1,620,750.00	\$ -276,300.19	82.95%
Total 390 Transfer	\$ 285,007.02	\$ 40,000.00	\$ 245,007.02	712.52%	\$ 2,162,164.37	\$ 1,620,750.00	\$ 541,414.37	133.41%
Total Income	\$ 2,648,833.80	\$ 2,645,620.50	\$ 3,213.30	100.12%	\$ 10,387,725.93	\$ 12,063,232.00	\$ -1,675,506.07	86.11%
Gross Profit	\$ 2,648,833.80	\$ 2,645,620.50	\$ 3,213.30	100.12%	\$ 10,387,725.93	\$ 12,063,232.00	\$ -1,675,506.07	86.11%
Expenses								
493.33 Other Services			0.00		0.00	0.00	0.00	
7004-493.33 Other Services Airport			0.00		0.00	0.00	0.00	
7004-493.33-05 Other Services / Engineering Services		16,666.67	-16,666.67	0.00%	0.00	66,666.68	-66,666.68	0.00%
7004-493.33-06 Other Services / Quality Testing		5,000.00	-5,000.00	0.00%	0.00	20,000.00	-20,000.00	0.00%
7004-493.33-10 Other Services / Architectural Services		4,166.67	-4,166.67	0.00%	0.00	16,666.68	-16,666.68	0.00%
7004-493.33-15 Other Services / Planning Services		1,666.67	-1,666.67	0.00%	16,000.00	6,666.68	9,333.32	240.00%
7004-493.33-20 Other Services / Accounting Services	3,800.00	12,500.00	-8,700.00	30.40%	3,800.00	50,000.00	-46,200.00	7.60%
7004-493.33-25 Other Services / Legal Services		666.67	-666.67	0.00%	0.00	2,666.68	-2,666.68	0.00%
7004-493.38-94 Other Services / Foreign Trade Zone		416.67	-416.67	0.00%	0.00	1,666.68	-1,666.68	0.00%
7004-493.38-99 Other Services / Other Services		24,250.00	-24,250.00	0.00%	32,500.00	97,000.00	-64,500.00	33.51%
Total 7004-493.33 Other Services Airport	\$ 3,800.00	\$ 65,333.35	\$ -61,533.35	5.82%	\$ 52,300.00	\$ 261,333.40	\$ -209,033.40	20.01%
7006-493.33 Other Services			0.00		0.00	0.00	0.00	
7006-493.33-05 Other Services / Engineering Services			0.00		334,231.73	0.00	334,231.73	
7006-493.33-06 Other Services / Quality Testing			0.00		2,824.20	0.00	2,824.20	
7006-493.33-10 Other Services / Architectural			0.00		5,727.00	0.00	5,727.00	
7006-493.33-20 Other Services / Accounting Services	4,300.00		4,300.00		4,300.00	0.00	4,300.00	
7006-493.38-99 Other Services -Other Services	1,063.90		1,063.90		1,063.90	0.00	1,063.90	
Total 7006-493.33 Other Services	\$ 5,363.90	\$ 0.00	\$ 5,363.90		\$ 348,146.83	\$ 0.00	\$ 348,146.83	
Total 493.33 Other Services	\$ 9,163.90	\$ 65,333.35	\$ -56,169.45	14.03%	\$ 400,446.83	\$ 261,333.40	\$ 139,113.43	153.23%
493.43 Repairs & Maintenance			0.00		0.00	0.00	0.00	
7004-493.43 R&M Airport			0.00		0.00	0.00	0.00	
7004-493.43-80 Repair and Maintenance / Other Repairs		8,333.33	-8,333.33	0.00%	0.00	33,333.32	-33,333.32	0.00%
Total 7004-493.43 R&M Airport	\$ 0.00	\$ 8,333.33	\$ -8,333.33	0.00%	\$ 0.00	\$ 33,333.32	\$ -33,333.32	0.00%
Total 493.43 Repairs & Maintenance	\$ 0.00	\$ 8,333.33	\$ -8,333.33	0.00%	\$ 0.00	\$ 33,333.32	\$ -33,333.32	0.00%
493.52 Insurance			0.00		0.00	0.00	0.00	
7004-493.52 Insurance Airport			0.00		0.00	0.00	0.00	
7004-493.52-10 Insurance / Property Insurance	7,048.43		7,048.43		28,193.72	0.00	28,193.72	
Total 7004-493.52 Insurance Airport	\$ 7,048.43	\$ 0.00	\$ 7,048.43		\$ 28,193.72	\$ 0.00	\$ 28,193.72	
7005-493.52 Insurance Fire			0.00		0.00	0.00	0.00	
7005-493.52-10 Insurance / Property Insurance		2,666.67	-2,666.67	0.00%	0.00	10,666.68	-10,666.68	0.00%
Total 7005-493.52 Insurance Fire	\$ 0.00	\$ 2,666.67	\$ -2,666.67	0.00%	\$ 0.00	\$ 10,666.68	\$ -10,666.68	0.00%
Total 493.52 Insurance	\$ 7,048.43	\$ 2,666.67	\$ 4,381.76	264.32%	\$ 28,193.72	\$ 10,666.68	\$ 17,527.04	264.32%
493.54 Advertising & Printing			0.00		0.00	0.00	0.00	
7004-493.54 A&P Airport			0.00		0.00	0.00	0.00	
7004-493.54-10 Advertising / Legal Publications	307.80		307.80		307.80	0.00	307.80	
7004-493.54-11 Advertising / Marketing		14,660.00	-14,660.00	0.00%	-26,700.00	58,840.00	-85,340.00	-45.53%
Total 7004-493.54 A&P Airport	\$ 307.80	\$ 14,660.00	\$ -14,352.20	2.10%	\$ 26,392.20	\$ 58,840.00	\$ -85,032.20	-45.01%
Total 493.54 Advertising & Printing	\$ 307.80	\$ 14,660.00	\$ -14,352.20	2.10%	\$ 26,392.20	\$ 58,840.00	\$ -85,032.20	-45.01%
493.72 Capital Outlay			0.00		0.00	0.00	0.00	
7004-493.72 Buildings/Improvements			0.00		0.00	0.00	0.00	

	Apr 2026				Total			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
7004-493.72-30 Buildings / New Construction		125,000.00	-125,000.00	0.00%	0.00	500,000.00	-500,000.00	0.00%
7004-493.73-10 Infrastructure / Construction Projects								
Total 7004-493.72 Buildings/Improvements	\$ 0.00	\$ 125,000.00	-\$ 125,000.00	0.00%	\$ 0.00	\$ 11,249,999.99	-\$ 11,249,999.99	0.00%
7004-493.74 Capital Outlay Airport			0.00		0.00	0.00	0.00	
7004-493.74-11 Capital Outlay / Computer Equipment		4,541.67	-4,541.67	0.00%	76,071.35	18,166.68	57,904.67	418.74%
Total 7004-493.74 Capital Outlay Airport	\$ 0.00	\$ 4,541.67	-\$ 4,541.67	0.00%	\$ 76,071.35	\$ 18,166.68	\$ 57,904.67	418.74%
7006-493.72-30 Buildings /New Construction			0.00		9,135,926.40	0.00	9,135,926.40	
7006-493.73-10 Infrastructure /Construction Projects	641,351.87	3,583,333.33	-2,941,981.46	17.90%	937,073.87	14,333,333.32	-13,396,259.45	6.54%
7006-493.74-30 Capital Outlay / Furniture & Fixtures			0.00		543,768.63	0.00	543,768.63	
Total 493.72 Capital Outlay	\$ 641,351.87	\$ 3,712,875.00	-\$ 3,071,523.13	17.27%	\$ 10,692,840.25	\$ 14,851,500.00	-\$ 4,158,659.75	72.00%
Total Expenses	\$ 657,872.00	\$ 3,803,868.35	-\$ 3,145,996.35	17.29%	\$ 11,095,088.60	\$ 15,215,473.40	-\$ 4,120,384.80	72.92%
Net Operating Income	\$ 1,990,961.80	-\$ 1,158,247.85	\$ 3,149,209.65	-171.89%	-\$ 707,362.67	-\$ 3,152,241.40	\$ 2,444,878.73	22.44%
Other Income								
7004-360.36-00 Interest Revenue / Interest on Airport Funds	24,986.78	10,500.00	14,486.78	237.97%	79,628.93	41,000.00	38,628.93	194.22%
Total Other Income	\$ 24,986.78	\$ 10,500.00	\$ 14,486.78	237.97%	\$ 79,628.93	\$ 10,500.00	\$ 69,128.93	758.37%
Other Expenses								
Interest Paid BND Loan			0.00		-40,749.41	0.00	-40,749.41	
Total Other Expenses	\$ 0.00	\$ 0.00	\$ 0.00		-\$ 40,749.41	\$ 0.00	-\$ 40,749.41	
Net Other Income	\$ 24,986.78	\$ 10,500.00	\$ 14,486.78	237.97%	\$ 120,378.34	\$ 10,500.00	\$ 109,878.34	1146.46%
Net Income	\$ 2,015,948.58	-\$ 1,147,747.85	\$ 3,163,696.43	-175.64%	-\$ 586,984.33	-\$ 3,141,741.40	\$ 2,554,757.07	18.68%

Tuesday, May 26, 2026 - Accrual Basis

Debt Service

Debt Service vs Budget									
Apr-26					Total YTD				Total Life of Loan
Actual	Budget	over Budget	% of Budget		Actual	Budget	over Budget	% of Budget	Actual
Parking BND Loan	0.00	0.00	0.00		0.00	0.00	0.00		1,332,899.92
Interest Payment	0.00	0.00	0.00		0.00	0.00	0.00		1,876,361.06
Total Debt Service	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00		\$ 3,209,260.98

***Principal and Interest is due in May

Outstanding Debt YTD	Amount
Authorized Amount	\$ 40,000,000.00
Drawn to Date	\$ 39,444,373.63
Undrawn Capacity	\$ 555,626.37
Outstanding Balance	\$ 38,111,473.71

Component	Based On	YTD Actual	FY Budget
Interest Expense		\$ -	\$ 750,000.00
Principal Payments		\$ -	\$ 1,209,407.00
Total Debt Service		\$ -	\$ 1,959,407.00

*Principal and Interest due May 1st
*Interest due Nov 1st

Parking Statement (Non-Operating)- YTD
Budget vs. Actuals: 2026 Parking (563/569) - FY26 P&L Classes
January - April, 2026

	Apr 2026				Total			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Income								
Total Income			\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00	
Gross Profit	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00	
Expenses								
493.52 Insurance			0.00		0.00	0.00	0.00	
7004-493.52 Insurance Airport			0.00		0.00	0.00	0.00	
7004-493.52-10 Insurance / Property Insurance		0.00	0.00		0.00	15,000.00	-15,000.00	0.00%
Total 7004-493.52 Insurance Airport	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 15,000.00	\$- 15,000.00	0.00%
Total 493.52 Insurance	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 15,000.00	\$- 15,000.00	0.00%
493.72 Capital Outlay			0.00		0.00	0.00	0.00	
7004-493.72 Buildings/Improvements			0.00		0.00	0.00	0.00	
7004-493.72-30 Buildings / New Construction		0.00	0.00		44,111.83	0.00	44,111.83	
Total 7004-493.72 Buildings/Improvements	\$ 0.00	\$ 0.00	\$ 0.00		\$ 44,111.83	\$ 0.00	\$ 44,111.83	
Total 493.72 Capital Outlay	\$ 0.00	\$ 0.00	\$ 0.00		\$ 44,111.83	\$ 0.00	\$ 44,111.83	
Total Expenses	\$ 0.00	\$ 0.00	\$ 0.00		\$ 44,111.83	\$ 15,000.00	\$ 29,111.83	294.08%
Net Operating Income	\$ 0.00	\$ 0.00	\$ 0.00		\$- 44,111.83	\$- 15,000.00	\$- 29,111.83	294.08%
Other Income								
7004-360.36-00 Interest Revenue / Interest on Airport Funds	23,216.25	26,166.67	-2,950.42	88.72%	94,194.13	104,666.68	-10,472.55	89.99%
Total Other Income	\$ 23,216.25	\$ 26,166.67	\$- 2,950.42	88.72%	\$ 94,194.13	\$ 104,666.68	\$- 10,472.55	89.99%
Other Expenses								
Interest Paid BND Loan		0.00	0.00		-40,749.41	0.00	-40,749.41	
Total Other Expenses	\$ 0.00	\$ 0.00	\$ 0.00		\$- 40,749.41	\$ 0.00	\$- 40,749.41	
Net Other Income	\$ 23,216.25	\$ 26,166.67	\$- 2,950.42	88.72%	\$ 134,943.54	\$ 104,666.68	\$ 30,276.86	128.93%
Net Income	\$ 23,216.25	\$ 26,166.67	\$- 2,950.42	88.72%	\$ 90,831.71	\$ 89,666.68	\$ 1,165.03	101.30%

Tuesday, May 26, 2026 08:37:59 AM GMT-7 - Accrual Basis

PFC Statement- YTD
Budget vs. Actuals: 2026 PFC - FY26 P&L Classes
January - April, 2026

	Apr 2026				Total			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Income								
390 Transfer			0.00		0.00	0.00	0.00	
395.00 Operating Revenues			0.00		0.00	0.00	0.00	
7004-395.10-50 Operating Revenues / Passenger Facility Charge	206,193.80	204,166.67	2,027.13	100.99%	813,867.94	816,666.68	-2,798.74	99.66%
Total 395.00 Operating Revenues	\$ 206,193.80	\$ 204,166.67	\$ 2,027.13	100.99%	\$ 813,867.94	\$ 816,666.68	\$ -2,798.74	99.66%
Total 390 Transfer	\$ 206,193.80	\$ 204,166.67	\$ 2,027.13	100.99%	\$ 813,867.94	\$ 816,666.68	\$ -2,798.74	99.66%
Total Income	\$ 206,193.80	\$ 204,166.67	\$ 2,027.13	100.99%	\$ 813,867.94	\$ 816,666.68	\$ -2,798.74	99.66%
Gross Profit	\$ 206,193.80	\$ 204,166.67	\$ 2,027.13	100.99%	\$ 813,867.94	\$ 816,666.68	\$ -2,798.74	99.66%
Expenses								
493.90-50 Transfers			0.00		0.00	0.00	0.00	
7004-493.90-50 To Enterprise Fund	239,467.51	204,166.67	35,300.84	117.29%	817,710.17	816,666.68	1,043.49	100.13%
Total 493.90-50 Transfers	\$ 239,467.51	\$ 204,166.67	\$ 35,300.84	117.29%	\$ 817,710.17	\$ 816,666.68	\$ 1,043.49	100.13%
Total Expenses	\$ 239,467.51	\$ 204,166.67	\$ 35,300.84	117.29%	\$ 817,710.17	\$ 816,666.68	\$ 1,043.49	100.13%
Net Operating Income	-\$ 33,273.71	\$ 0.00	-\$ 33,273.71		-\$ 3,842.23	\$ 0.00	-\$ 3,842.23	
Other Income								
7004-360.36-00 Interest Revenue / Interest on Airport Funds	689.14	416.67	272.47	165.39%	2,413.76	1,666.64	747.12	144.83%
Total Other Income	\$ 689.14	\$ 416.67	\$ 272.47	165.39%	\$ 2,413.76	\$ 1,666.64	\$ 747.12	144.83%
Net Other Income	\$ 689.14	\$ 416.67	\$ 272.47	165.39%	\$ 2,413.76	\$ 1,666.64	\$ 747.12	144.83%
Net Income	-\$ 32,584.57	\$ 416.67	-\$ 33,001.24	-7820.23%	-\$ 1,428.47	\$ 1,666.64	-\$ 3,095.11	-85.71%

Tuesday, May 26, 2026 08:39:34 AM GMT-7 - Accrual Basis



June 11, 2026

Shawn Dobberstein, A.A. E., Executive Director
Hector International Airport
2801 32nd Ave. N.
Fargo, ND 58102

Subject: Bid Recommendation – Exterior Site Signage at Hector International Airport (FAR)

Dear Mr. Dobberstein,

On behalf of the design team, we are pleased to present the results of the competitive bidding process for the construction of the Exterior Site Signage at Hector International Airport (FAR).

A public bid opening was held in accordance with applicable procurement requirements. The Engineer's Opinion of Probable Construction Cost (OPC) for the project was \$175,000. A total of one (1) bid was received on May 13, 2026, from 3D Specialties, at \$495,748.00, significantly above our OPC. A thorough review of the bid was conducted, including evaluation of responsiveness, completeness, and contractor qualifications. 3D Specialties, Inc. has been determined to be a responsive and responsible bidder.

Due to 3D Specialties being a sole bidder, the North Dakota Century Code and bidding laws allow the Airport to conduct a negotiation with the single prime bidder. Discussions and clarifications of the project scope were conducted with the bidder, design team and the Airport. 3D Specialties, Inc. responded with a revised bid tabulation, which was received on May 28, 2026. There is no change to design intent for the exterior signage; providing all new signage in lieu of a mix of new and refurbished signage results in significantly reduced labor costs for the vendor, aligning with the Engineer's OPC.

Below is the revised bid (revised bid tabulation attached):

- 3D Specialties, Inc. - \$184,923.00

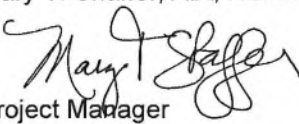
The revised bid represents an acceptable outcome for the Airport at 5.67% above the Engineer's OPC. The submitted revised bid from 3D Specialties, Inc. is in conformance with the requirements of the Contract Documents.

Recommendation

We respectfully recommend that the Municipal Airport Authority award the construction contract for the Exterior Site Signage to 3D Specialties, Inc. in the amount of \$184,923.00. This project is a critical investment in the Airport, and timely award will allow the project to proceed in accordance with the planned schedule.

Sincerely,

Mary T. Shaffer, AIA, NCARB, LEED AP


Project Manager
Mead & Hunt

cc: Rick Berg, MAA Board Chair
Darren Anderson, Assistant Director, FAR
Jeffrey Klein, PE, Mead & Hunt

BID TABULATION
FAR Hector International Airport
Exterior Site Signage
AIP # none M&H #2796100-192760.03

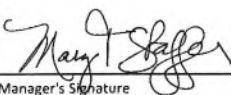


rev 05/28/26

					Engineer's Opinion of Construction Cost	3D Specialties			
Item	Spec	Description	Qty.	Unit	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost
BASE BID									
1	GEN-1	MOBILIZATION	1	LS	\$ 17,000.00	\$ 30,206.00	\$ -	\$ -	\$ -
2	GEN-2	SAFETY & TRAFFIC CONTROL	1	LS	\$ 15,000.00	\$ 19,774.00	\$ -	\$ -	\$ -
3	GEN-3	FINAL CLEAN-UP/CLOSEOUT	1	LS	\$ 8,000.00	\$ 10,000.00	\$ -	\$ -	\$ -
4	SGN-01 thru SGN-06	REMOVE EXISTING (TRAFFIC) SIGNS - includes removal of all signage elements in their entirety: sign post, sign face or panel, concrete footing/full depth, backfilling and seeding at removed foundation, where removal or relocation is indicated on plans	1	LS	\$ 4,000.00	\$ 2,574.00	\$ -	\$ -	\$ -
5	SGN-01 thru SGN-06	NEW POST (TRAFFIC) SIGNS - includes all work to provide new signage elements in their entirety: concrete footing, post, sign face, where new or relocated signage is indicated on plans	1	LS	\$ 9,000.00	\$ 7,200.00	\$ -	\$ -	\$ -
6	SGN-07 thru SGN-14	REMOVE EXISTING POST AND PANEL SIGNS - WAYFINDING - includes removal of all signage elements in their entirety: sign post, sign face/panel, concrete footing/full depth, backfilling and seeding at removed foundation, where removal or relocation is indicated on plans	1	LS	\$ 20,000.00	\$ 31,135.00	\$ -	\$ -	\$ -
7	SGN-07 thru SGN-14	NEW POST AND PANEL SIGNS - WAYFINDING - includes all work to provide new signage elements in their entirety: concrete footing, post, sign face/panel, where new or relocated signage is indicated on plans	1	LS	\$ 67,000.00	\$ 38,924.00	\$ -	\$ -	\$ -
8	SGN-07 thru SGN-14	REMOVE EXISTING LIGHT POLE PARKING LOT ID SIGNAGE - in its entirety, where removal is indicated on plans	1	LS	\$ 10,000.00	\$ 18,753.00	\$ -	\$ -	\$ -
9	SGN-07 thru SGN-14	NEW LIGHT POLE PARKING LOT ID SIGNAGE - includes all work to provide new signage at parking lot light poles, where new signage is indicated on plans	1	LS	\$ 25,000.00	\$ 26,357.00	\$ -	\$ -	\$ -
TOTAL - BASE BID					\$ 175,000.00	\$ 184,923.00	\$ -	\$ -	\$ -

SUMMARY OF BIDS

TOTAL - BASE BID	\$ 175,000.00	\$ 184,923.00	\$ -	\$ -	\$ -
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Project Manager's Signature 5/28/2026
Date

True tabulations of bids received on: 5/13/2026 rev. 5/28/26
Number of bids received: 1
Bids rejected: 0

shawn

From: Gale LaRoche <gale@adkexecutivesearch.com>
Sent: Friday, May 22, 2026 1:09 PM
To: shawn
Subject: List of Comparable Airports

9

Shawn:

I was able to generate the list today. Here it is:

Rank	RO	ST	Locid	City	Airport Name	Governance Structure	Hub	CY 24 Enplanements
92	NM	MT	BZN	Bozeman	Bozeman Yellowstone International	Gallatin Airport Authority	S	1,321,790
100	SW	AR	LIT	Little Rock	Bill and Hillary Clinton Ntl/Adams Field	Little Rock Municipal Airport Commission	S	1,145,693
101	SW	AR	XNA	Bentonville	Northwest Arkansas Ntl	Northwest Arkansas National Airport Authority	S	1,123,106
102	SO	NC	AVL	Asheville	Asheville Regional	Greater Asheville Regional Airport Authority	S	1,096,465
103	SO	NC	GSO	Greensboro	Piedmont Triad International	Piedmont Triad Airport Authority	S	985,563
104	WP	AZ	IWA	Mesa	Mesa Gateway	Phoenix-Mesa Gateway Airport Authority	S	978,296
105	SO	FL	PGD	Punta Gorda	Punta Gorda	Charlotte County Airport Authority	S	957,136
107	SO	FL	ECP	Panama City	Northwest Florida Beaches International	Panama City-Bay County Airport & Industrial District	S	918,470
108	CE	KS	ICT	Wichita	Wichita Dwight D Eisenhower Ntl	Wichita Airport Authority	S	885,585
111	SO	AL	HSV	Huntsville	Huntsville International-Carl T Jones Field	Huntsville-Madison County Airport Authority	S	804,665
112	SO	KY	LEX	Lexington	Blue Grass	Lexington-Fayette Urban County Airport Board	S	776,297
114	CE	IA	CID	Cedar Rapids	The Eastern Iowa	Cedar Rapids Airport Commission	S	759,978
116	SO	NC	ILM	Wilmington	Wilmington International	New Hanover County Airport Authority	S	737,065
117	EA	PA	MDT	Harrisburg	Harrisburg International	Susquehanna Area Regional Airport Authority	S	727,163
118	CE	MO	SGF	Springfield	Springfield-Branson Ntl	Springfield Airport Board	S	702,338
119	GL	SD	FSD	Sioux Falls	Joe Foss Field	Sioux Falls Regional Airport Authority	S	701,353
124	SO	SC	CAE	Columbia	Columbia Metro	Richland-Lexington Airport District Commission	S	654,460
128	SO	MS	JAN	Jackson	Jackson-Medgar Wiley Evers International	Jackson Municipal Airport Authority	S	616,695
129	SW	TX	HRL	Harlingen	Valley International	Valley International Airport Board	S	603,561
134	SO	TN	CHA	Chattanooga	Lovell Field	Chattanooga Metropolitan Airport Authority	S	557,741
135	GL	ND	FAR	Fargo	Hector International		S	552,860
137	NM	WY	JAC	Jackson	Jackson Hole	Jackson Hold Airport Board	S	518,754
138	NM	MT	MSO	Missoula	Missoula Montana	Missoula County Airport Authority	S	511,553
139	NM	MT	GPI	Kalispell	Glacier Park International	Flathead Municipal Airport Authority	S	503,816
140	NM	OR	MFR	Medford	Rogue Valley International/Medford	Jackson County Airport Authority	S	503,733
142	NM	WA	PSC	Pasco	Tri-Cities	Tri-Cities Airport Authority	N	476,639
146	GL	IN	SBN	South Bend	South Bend International	South Bend Airport Authority	N	454,920
147	EA	PA	ABE	Allentown	Lehigh Valley International	Lehigh-Northampton Airport Authority	N	447,899
149	SO	MS	GPT	Gulfport	Gulfport-Biloxi International	Gulfport-Biloxi Regional Airport Authority	N	424,624

150	GL	IN	FWA	Fort Wayne	Fort Wayne International	Fort Wayne-Allen County Airport Authority	N	424,491
151	SW	LA	BTR	Baton Rouge	Baton Rouge Metro, Ryan Field	Metropolitan Baton Rouge Airport Commission	N	419,446
154	GL	MI	TVC	Traverse City	Cherry Capital	Northwest Regional Airport Authority	N	393,108
156	EA	VA	ROA	Roanoke	Roanoke/Blacksburg Regional (Woodrum Field)	Roanoke Regional Airport Commission	N	382,103
157	GL	OH	CAK	Akron	Akron-Canton Regional	Akron-Canton Regional Airport Authority	N	380,232
162	SW	LA	SHV	Shreveport	Shreveport Regional	City of Shreveport Airport Authority	N	352,281
163	EA	VA	CHO	Charlottesville-Albemarle Airport	Charlottesville-Albemarle	Charlottesville-Albemarle Airport Authority	N	351,138
165	SO	FL	MLB	Melbourne	Melbourne Orlando International	Melbourne Airport Authority	N	348,283
166	GL	IL	PIA	Peoria	General Downing - Peoria International	Metropolitan Airport Authority of Peoria	N	343,114
169	GL	IL	MLI	Moline	Quad Cities International	Metropolitan Airport Authority of Rock Island County	N	326,888
170	SO	AL	MOB	Mobile	Mobile Regional	Mobile Airport Authority	N	314,406
174	GL	ND	BIS	Bismarck	Bismarck Municipal	Bismarck Airport Authority	N	295,900

Please let me know if these work for you. You will notice that I also included Commissions and Airport Boards, as often they operate similar to authorities.

Sincerely,



Gale LaRoche, Ph.D., J.D., SHRM-SCP Senior Human Resources Consultant
ADK Consulting & Executive Search

p: [844.577.4400](tel:844.577.4400) x821 c: [586.747.4923](tel:586.747.4923)
gale@adkexecutivesearch.com
adkexecutivesearch.com

 Named to Hunt Scanlon's 2025 Select Guide to America's Top 250 Executive Search Firms

City of Fargo
City of West Fargo
City of Moorhead
Cass County
Clay County

REQUEST FOR PROPOSALS WANTED
MUNICIPAL AIRPORT AUTHORITY OF THE CITY OF FARGO
LEGAL SERVICES



Sealed Request for Proposals will be received at the office of the Municipal Airport Authority of the City of Fargo, 2801 32nd Avenue North, Fargo, North Dakota 58102, until 11:00AM, August 14, 2026, and then opened and reviewed by staff.

The proposals will become public when they are officially received by the MAA board at a board meeting via the agenda packet.

Request for proposals must be submitted via mail or email:

Fargo Airport Authority
Attn: Executive Director
2801 32nd Ave N
Fargo, ND 58102
Email: shawn@fargoairport.com

The Municipal Airport Authority of the City of Fargo reserves the right to reject any or all bids and to waive any informalities.



**FARGO HECTOR
INTERNATIONAL
AIRPORT**

REQUEST FOR PROPOSALS FOR LEGAL SERVICES

Date of Issue: June 22, 2026

Municipal Airport Authority of the City of Fargo
PO Box 2845
Fargo, ND 58108

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NOTICE OF OPPORTUNITY AND GENERAL PROJECT INFORMATION

A. NOTICE AND DESCRIPTION

The Municipal Airport Authority of the City of Fargo, North Dakota (the "MAA" or "Authority") gives notice of this request for proposals (together with any addenda and answers to questions, the "RFP"). It is the Authority's intent to select a proposal that meets or exceeds the criteria set forth in this RFP, and thereafter to negotiate an operations agreement (the "Agreement") with the successful proposer.

B. TIMELINE AND SCHEDULE OF EVENTS

The anticipated timeline and schedule of events for the proposal process is as follows:

<u>EVENT</u>	<u>DATE/TIME</u>
Issue RFP	June 22, 2026
Submittal of Written Questions	July 10, 2026
FAR Issues Answers to Written Questions	July 13, 2026
SUBMISSION DEADLINE	August 14, 2026 BY 11:00AM
Finalist Interviews (if necessary) (virtual)	September 14 and 21, 2026
Staff Recommendation to Authority's Selection Committee and/or Board of Directors	October 13, 2026
Contract Commencement	January 1, 2027

NOTE The above timeline and schedule of events is subject to modification without notice at the Authority's sole discretion.

C. LOCATION OF PROCUREMENT DOCUMENTS

This RFP and all other documents related to this procurement are only available online at <https://www.fargoairport.com/airport-authority/proposals/>. This RFP will be available beginning June 22, 2026. Any amendments, addenda, questions/answers, and other documents pertaining this procurement will be posted at this site as they are released.

It is the responsibility of each proposer to view this site on a regular basis to ensure the receipt to ensure the receipt of up-to-date information and documentation regarding this procurement.

It is each Proposer's responsibility to examine carefully all documents that relate to this RFP, including any addenda that may be issued subsequently and prior to the submittal deadline, and to determine all conditions that may affect its proposal. A Proposer's lack of understanding due to failure to thoroughly examine these documents is not grounds for modification of, or relief from, any term or condition of this RFP based on a claim that the Proposer misunderstood that term or condition.

1. INTRODUCTION

The Municipal Fargo Airport Authority (hereafter “Authority”) is seeking proposals from qualified law firms or individual attorneys to provide General Counsel legal services for the Municipal Airport Authority of the City of Fargo, including but not limited to matters involving aviation law, regulatory compliance, contract review, litigation, labor/employment law, and general municipal governance.

The successful proposer will enter into a professional services agreement for a five (5) year term, with the option to extend for one (1) additional five-year term upon mutual agreement of both parties.

2. SCOPE OF SERVICES

The selected attorney or law firm shall provide comprehensive legal services to the Authority. The scope includes, but is not limited to:

- Advising on matters involving federal aviation law, FAA regulations, and airport compliance.
- Review and drafting of contracts, leases, MOUs, and other legal documents.
- Representation in administrative, civil, or regulatory proceedings.
- Advising on employment and labor matters, including union negotiations.
- Participation in monthly Board meetings and special meetings as needed.
- Guidance on compliance with North Dakota Open Meetings and Open Records laws.
- Legal research and issuance of formal and informal legal opinions.
- Monitoring and advising on legislation and legal developments impacting the Authority.

3. MINIMUM QUALIFICATIONS

Respondents must meet the following minimum qualifications:

- Licensed to practice law in the State of North Dakota.
- A minimum of five (5) years of experience in municipal, public agency, or airport/aviation law.
- Demonstrated knowledge of FAA regulations and airport-related legal issues.
- Capacity to respond promptly to legal inquiries and provide advice on urgent matters.

4. TERM OF ENGAGEMENT

The initial term of the contract will be five (5) years, commencing on or about [January 1, 2026]. An optional five (5) year extension may be exercised by mutual agreement.

5. PROPOSAL CONTENTS

Proposals must include the following:

1. **Cover Letter**
 - Firm name, contact information, and summary of interest.
2. **Qualifications & Experience**
 - Background of the firm or attorney, including experience with aviation law, municipal clients, and public agencies.
 - Provide information regarding current relationships, if any, with the current FAA's Dakota-Minnesota Airports District Office staff in Bismarck and Minneapolis. (Examples of engagement with the FAA at this office, regional office or headquarters office).
3. **Key Personnel**
 - Identification of individuals who will provide services, including resumes and relevant experience.
4. **References**
 - Any references from current or recent clients (preferably airport authorities or public agencies). Preferred, not required.
5. **Approach to Service Delivery**
 - Description of how legal services will be provided, including availability and responsiveness.
6. **Fee Proposal**
 - Proposed hourly rates or monthly retainer, with details on billing practices.
7. **Conflict of Interest Statement**
 - Disclosure of any existing or potential conflicts of interest.

6. SUBMISSION INSTRUCTIONS

- **Deadline:** Proposals must be received by August 14, 2026 by 11:00am
- **Delivery Method:** Email (PDF format) or hard copy submission.
- **Submit To:**
Fargo Airport Authority
Attn: Executive Director
2801 32nd Ave N
Fargo, ND 58102
Email: shawn@fargoairport.com

7. EVALUATION CRITERIA

Proposals will be evaluated based on:

Criteria	Weight
Qualifications & Relevant Experience	30%
Aviation Law Expertise	25%
Approach and Availability	20%
Proposed Cost	15%
References	10%

Shortlisted candidates may be invited for interviews.

8. RESERVATION OF RIGHTS

The Authority reserves the right to:

- Reject any or all proposals.
- Waive informalities or irregularities.
- Request additional information.
- Negotiate with one or more respondents.
- Cancel this RFP at any time.

9. QUESTIONS

The Authority is committed to providing all interested parties with accurate and consistent information. To this end, from the date of this RFP through the execution of a written agreement, the Authority's contact is Shawn Dobberstein.

Shawn Dobberstein, A.A.E. - Executive Director

Email: Shawn@fargoairport.com

Phone: (701) 241-1501.

All submissions required by this RFP shall adhere to the Timelines and Schedule of Events set out in Section: Notice of Opportunity and General Project Information of this RFP.



EXHIBIT OF DISCLOSURES

Right to reject proposals

The Authority reserves the right to reject any or all proposals, waive informalities, and accept the proposal deemed in its best interest.

No obligation / no contract

Issuance of this RFP does not obligate the Authority to award a contract.

Compliance with Laws

The selected proposer shall comply with all applicable federal, state, and local laws and regulations, including FAA grant assurances (if applicable).

Confidentiality

The proposer shall maintain the confidentiality of all non-public information obtained in connection with this engagement.

Conflict of Interest

The proposer shall disclose any actual or potential conflicts of interest, including representation of airlines, tenants, or vendors operating at the airport.

Contract Requirement

The selected proposer will be required to enter into a formal agreement acceptable to the Authority.

Cost of proposal

Respondents bear all costs associated with proposal preparation.

Governing Law

This RFP and any resulting contract shall be governed by the laws of the State of North Dakota and the NDCC (North Dakota Century Code)

Indemnification

The proposer agrees to indemnify, defend, and hold harmless the Authority, its officers, employees, and agents from any claims arising out of the contractor's performance of services

Insurance

The proposer shall maintain insurance coverage acceptable to the Authority.

Proposal ownership

All submitted materials become the property of the Authority.

Public Records

All proposals submitted may be subject to public disclosure pursuant to applicable public records laws in State of North Dakota.

Termination

For Convenience:

The Authority may terminate the contract at any time upon written notice.

For Cause:

The Authority may terminate the contract for failure to perform in accordance with its terms.

Title VI (Nondiscrimination)

The Authority, in accordance with federal regulations, prohibits discrimination based on race, color or national origin. The proposer shall not discriminate on the basis of race, color, or national origin in the performance of this contract.

The Authority and the proposer shall take all necessary and reasonable steps to ensure nondiscrimination in its programs, services, and activities.

REQUEST FOR PROPOSALS WANTED
MUNICIPAL AIRPORT AUTHORITY OF THE CITY OF FARGO
DEPOSITORY AND BANKING SERVICES

10

~~Sealed~~ Request for Proposals will be received at the office of the Municipal Airport Authority of the City of Fargo, 2801 32nd Avenue North, Fargo, North Dakota 58102, until 11:00AM, August 14, 2026, and then opened and reviewed by staff.

The proposals will become public when they are officially received by the MAA board at a board meeting via the agenda packet.

Request for proposals must be submitted via mail or email:

Fargo Airport Authority
Attn: Executive Director
2801 32nd Ave N
Fargo, ND 58102
Email: shawn@fargoairport.com

The Municipal Airport Authority of the City of Fargo reserves the right to reject any or all bids and to waive any informalities.



REQUEST FOR PROPOSALS FOR DEPOSITORY AND BANKING SERVICES

Date of Issue: June 22, 2026

Municipal Airport Authority of the City of Fargo
PO Box 2845
Fargo, ND 58108

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1. Notice of Opportunity and General Project Description

A. NOTICE AND DESCRIPTION

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2. Introduction and Purpose

The Fargo Municipal Airport Authority (“MAA” or “Authority”) invites proposals from qualified financial institutions to provide comprehensive banking services.

The selected Proposer(s) may provide any combination of the following services:

- General banking and treasury management
- Overnight sweep product to optimize earnings on excess balances

MAA reserves the right to award one, multiple, or all services to a single Proposer or divide awards among multiple Proposers, whichever provides the greatest overall value to the Authority.

3. Scope of Services

General Banking Services

The Authority has one primary banking relationship with seven demand deposit accounts. The Authority uses all seven accounts and has determined this structure is efficient to reconcile and comply with the various restrictions imposed on these funds. The selected Proposer must agree to comply with applicable State or Federal restrictions and regulations and regulations related to the Authority’s banking needs. Other than biweekly payroll ACHs, the Authority has not yet transitioned vendor payments to electronic methods (manual ACH, EFT, credit card) and currently pays most vendors via check with payroll being paid via ACH.

The majority of payments received by the Authority are via cash or check. Minimal payments are received via ACH.

The Authority may decide to reduce or increase the number of accounts used based on the proposed service structures. A summary of the accounts under this relationship are listed below:

Account	Check/ACH/Wire Capabilities Currently Required*
Operating	Y
Construction and Improvement Fund	Y
Parking Construction/ MX Fund	N
PFC- Passenger Facility Charges	Y
Payroll Holding Account	N
Bank of ND	N
Bond Reserve Fund	N
FSA/ HSA (possible in 2027)	Y

*Note: capabilities required are based on current configuration and may be changed in the future at the Authority’s sole discretion.

The following accounts are currently used and will be required under the depository agreement:

1. OPERATIONS AND MAINTENANCE FUND ACCOUNT– This is the primary account and receives the majority of revenues and disperses the majority of payments to vendors for services provided and for the payment of employee payroll and other related payments. Airport Authority employees are paid through this account on a bi-weekly basis. There are currently 33 full-time employees and 6 part-time employees. This account will require ACH capability to receive revenues and disperse payments and to transfer between other internal accounts. This is an interest-bearing account. (561)
2. AIRPORT CONSTRUCTION AND IMPROVEMENT FUND ACCOUNT – This account is for airport construction, marketing, equipment acquisition, federal Airport Improvement Program grants and State grants. Revenues are received from local, country, state, and federal agencies. This account will require ACH capability to receive revenues and transfers from other internal accounts. This is an interest-bearing account. (563)
3. PASSENGER FACILITY CHARGE (PFC) FUND ACCOUNT - All revenues remitted by air carriers around the world are deposited into this account. The funds in this account, plus interest, are transferred to the Airport Construction and Improvement fund account on the first business day of each month, which includes PFC deposits from the previous month. This account will require ACH capability to receive revenues and transfers from other internal accounts. This is an interest-bearing account. (564)
4. PARKING CONSTRUCTION AND MAINTENANCE FUND ACCOUNT – This account is currently on deposit with a local bank in an interest-bearing money market account. Funds are transferred to other airport accounts as expenses occur related to parking lot construction or maintenance. (569)

Required Services:

General:

- Establish and maintain multiple bank accounts to meet the banking requirements and maintain accurate records of activity in those accounts
- Online transfer capability
- Online banking with multi-user, role-based access controls
- Online access to current and prior day reporting of ledger balance, available balance, and summary and details of credits/debits posted
- Provide online monthly activity and bank statements and reports for all accounts in PDF format by the third business day of the following month
- Provide download capability in an Excel format
- Provide a detailed monthly account analysis statement for each individual account and a consolidated statement showing charges for all account services
- Provide details of all batch payments and receipts
- Monthly account analysis and reporting

- Ensure compliance with applicable State or Federal regulations and NDCC

Deposit Services:

- Daily deposit processing with next-day availability of funds
- Remote check depositing capabilities ○ Approximately 700 checks are deposited each year

Disbursement Services:

- The Authority disburses approximately 850 manual checks per year, and 1,000 ACH's (936 for payroll)
- ACH services for vendor payments, tenant remittances, payroll, and expenses
- Utilize fraud prevention (positive pay) on all accounts with disbursement capability and lock disbursement ability on the remaining
- Online access to check images
- Wire capabilities with dual authorization

Overnight Sweep Product

The Authority currently maintains approximately \$60 million in deposits in banks.

- Provide an automatic overnight investment service (sweep) or interest-bearing account for excess cash balances in the demand deposit accounts, whichever option is more advantageous to the Authority
- Provide flexible investment options for swept funds, prioritizing capital preservation and liquidity, preferably into FDIC insured or government-backed products
- Collateralize all balances, in excess of balances insured by the FDIC
- Ensure funds are available for use at the start of each business day
- Provide daily reporting of swept amounts, earnings, and account balances
- Ensure compliance with MAA's permitted investments by bond resolution (see Exhibit D: Permitted Investments), bond covenants, and North Dakota investment statutes
- Provide overnight sweep product and most recent rates, as well as twelve (12) months of prior rates

3. General Information

Consideration

To have Proposals considered by the Authority, Proposers must provide all information required under the terms of this RFP. Proposers should review the following instructions carefully prior to preparing and submitting Proposals.

Information contained in the RFP documents is for information purposes only. The Authority does not warrant the accuracy of such information and any use thereof without independent verification is solely at the risk of Proposers.

The Authority reserves the right to postpone the Proposals submittal due date or to withdraw, cancel, and/or amend this RFP, or portions of this RFP, at any time.

4. Key Performance Indicators (KPI's)- Requirement

The selected financial institution ("Bank") shall establish, monitor, and report Key Performance Indicators (KPIs) to measure service performance, operational efficiency, financial effectiveness, and risk management. KPI performance will be reviewed regularly and may be used in evaluating ongoing Bank performance. EXHIBIT E

5. Conditions of the Solicitation

Solicitation Timeline

The Authority intends to generally follow the solicitation timeline shown below. The Authority reserves the right to extend or change any of the dates shown at its sole discretion.

Task	Prospective Date(s)
RFP Issued	June 22, 2026
RFP Clarifications or Questions	July 10, 2026
MAA Issues Answer to Written Questions	July 13, 2026
Proposal Deadline	August 14, 2026 BY 11:00AM
Proposer Interviews, if necessary (virtual)	September 14 and 21, 2026
Staff Recommendation to Authority's Selection Committee and/ or Board of Directors	October 13, 2026
Contract Commencement	January 1, 2027

*****NOTE***** The above timeline and schedule of events is subject to modification without notice at the Authority's sole discretion.

Late Proposals

Proposals received after the due date and time will not be considered.

Procurement Contact

Any questions regarding the RFP must be directed to:

Shawn A. Dobberstein, A.A.E.
Executive Director
Municipal Airport Authority PO
Box 2845
Fargo, ND 58108-2845
shawn@Fargoairport.com

Examination of Proposal Materials

The submission of Proposals shall be deemed a representation and certification by the Proposer that it has investigated all aspects of the RFP, that it is aware of the applicable facts pertaining to the RFP process, its procedures, and requirements, and that it has read and understood the RFP.

No request for modifications to the Proposals shall be considered after its submission on grounds that the Proposer was not fully informed as to any fact or condition.

By the submission of Proposals, the Proposer authorizes the Authority to verify any information provided during the RFP process, to contact references listed by the Proposer, to contact any other persons known by the Authority to have contracted with the Proposer, and to make any inquiry deemed appropriate by the Authority concerning the representations, financial capabilities, experience, and Proposals of the Proposer.

Irregularities

A proposal will be considered irregular and may be rejected if it is improperly executed or fails to satisfy the submittal requirements set forth herein. The Authority reserves the right, in its sole discretion, to waive any informalities or irregularities in Proposals.

The Authority reserves the right to request clarification of and/or independently verify information submitted in any Proposals, to require additional information from any Proposer, or to reject any or all Proposals for any reason and to re-advertise or postpone the RFP process.

Selection Procedure

- All Proposals will be reviewed and a selection made by the Authority in its sole discretion.
- One or more Proposers may be invited by the Authority to an in-person interview to discuss its Proposals or to demonstrate the Proposer's capabilities.
- The Authority expressly reserves the right to accept or reject any and all Proposals, to waive irregularities, and to negotiate additional or different terms with the Selected Proposer.

6. Evaluation Criteria

Proposals received will be evaluated in detail in accordance with the evaluation criteria listed below. The listed evaluation criteria are not of equal value or decision weight.

Criteria	Description
Minimum Qualifications	See below for a listing of minimum qualifications
Relevant Experience	Banking, ATM, payment processing, sweep products, and credit card administration
Service Capabilities	Ability to meet MAA's operational and technical requirements
Overnight Sweep Options	Yield potential, investment options, and liquidity features

Pricing & Revenue Models	Cost-effectiveness, including online credit card processing, credit card fees charged to customers, company credit card fees, revenue surcharge amounts charged to customers, and ATM surcharge revenue sharing benefits
Key Performance Indicators (KPI's)	Ability to meet performance and provide regular updates
Security & Compliance	PCI DSS compliance, fraud protection, dual authorization, and risk controls
Implementation Approach	Timeline and ability to ensure a seamless transition
Client References	Experience serving comparable clients

Execution

The Proposals shall bear the signature of an officer authorized to sign for the entity, and the printed or typewritten name of the signing officer and office held.

7. Proposals

Respondents must demonstrate the following:

Minimum Qualifications

Overview

- Be a state or federally chartered banking institution with a local presence at a minimum with branch locations in Fargo, North Dakota throughout the term of the contract
- Be insured by the Federal Deposit Insurance Corporation (FDIC)
- Be a member of the Federal Reserve System and have access to all related services
- Have the ability to accept deposits in Fargo, North Dakota for next day availability
- Have experts on staff to provide a full range of banking services
- Have a secure, online, web-based reporting system

Financial Capacity & Stability

- Must provide evidence of financial soundness, including most recent audited financial statements
- Provide a Standard & Poor's and/or Moody's Investor Services credit ratings, or other evidence of the firm's financial strength and compliance
- Discuss the Firm's current capital structure, adequacy, and coverage. Provide the following statistics for the last reporting period:
 - Total Risk Based Capital Ratio
 - Tier 1 Risk Based Capital Ratio

- o Tier 1 Leverage Capital Ratio
- Copy of Proposer's certificate(s) of insurance showing proof of required coverages and limits listed in this RFP and attached proposed agreement.

Relevant Public Sector Experience

- Demonstrate appropriate experience servicing government customers with similar account attributes as described herein
- Demonstrated experience managing accounts of similar size, risk profile, and permitted instruments for overnight sweep products

Service Requirements

Fraud Protection

- To strengthen security, the Proposer must provide advanced fraud prevention measures consistent with industry best practices and aviation-sector requirements. At a minimum, the solution must include:
 - o Positive Pay with real-time reporting and check verification
 - o ACH Positive Pay with managed authorized access
 - o ACH debit block options for sensitive accounts
 - o Multi-factor authentication for all ACH/wire transfers
 - o Automated email notifications for ACH, wire, and deposit anomalies

Treasury Management & Automation

- The Proposer must demonstrate the ability to support modern treasury management capabilities, including:
- Managed file transfers for Positive Pay, NACHA-compliant ACH payables, and reconciliation files
- Automated Accounts Receivable and Accounts Payable workflows to minimize manual intervention and processing delays, if necessary

Reporting & Reconciliation Requirements

- All accounts will run on a calendar month basis. The financial institution must provide monthly statements, account reconciliation reports, account analysis statements, cancelled checks, images and other report-related features normally associated with government needs
- The Proposer must provide robust reporting services, including:
 - o Daily automated ACH, wire, and deposit notifications
 - o Monthly paid-item reconciliation reports available within five business days post-month-end
 - o Unpaid items data should also be available for download
 - o Custom reporting capabilities integrated with MAA's accounting systems (if desired)
 - o Online data retention for a minimum of 12 months
 - o Provide a sample bank statement
 - o Additional reports to be accessible on the online platform, with the ability to customize reports:
 - ACH Controls Positive Pay

- Wire Reports
- Stop Payment
- Voids
- Account Transfer
- Image Retrieval
- Daily reporting of account balances, collected and available
- Ability to export all data into an Excel format
- Wire transfer initiation and authorization
- Authority originated stop payments and void of checks
- Returned items charged against accounts
- Online check images (front and back) for disbursements and online check images for deposit items for a for a minimum of 12 months
- Records of all account activity must be accessible online. It is preferred these records be available for eighteen months but required for twelve months for audit purposes

Account Structure Requirements

- The Proposer must support a multi-account structure for MAA, including: Operating, Money Market, Capital Savings, Passenger Facilities Charge (PFC), Bond Reserve Fund, Payroll Holding Account, Flexible Spending Accounts (FSA), and Health Saving Accounts (HSA)
- Zero-Balance Accounts (ZBA) functionality with automated sweeps
- Immediate credit availability for U.S. Treasury and wire deposits
- Interest-bearing account options where applicable

Training & Dedicated Support

- The Proposer must provide on-site and web-based training for MAA staff on all products and services offered. A dedicated account manager must be assigned to MAA, along with a documented escalation chain for issue resolution.

Personnel and Organizational Expertise

- Must identify a primary point of contact and dedicated account management team, along with experience servicing similar clients

Technology & Operational Capabilities

- Online banking with multi-user, role-based access controls
- Reporting capabilities showing daily debits, credits, chargebacks, etc.
- Deliver PCI DSS-compliant payment solutions and data security measures
- Deposit & Remote Deposit Capture (RDC): include hardware/software, batch scanning, storage, and deposit limits
- Disbursements / Positive Pay: Exception reporting, stale-dated checks, and dual signature verification
- ACH Processing: Exposure limits, same-day ACH, NACHA compliance, security, and fraud monitoring
- Wire Processing: Cut-off times, dual authorization, and notification procedures
- System Administration: User role administration, audit capabilities, password reset, reporting retention
- Mobile Access: Mobile banking app functions, MFA/token options, and available reporting

Service Offerings and Fees

- Description of services offered and associated fees, including online credit card processing, credit card processing fees charged to customers, corporate credit card fees/rebates/incentives, ATM surcharges charged to customers, and ATM surcharge revenue sharing.
- Fee guarantees: Proposers must clearly state the period during which proposed fees, charges, and earnings credit rates will be guaranteed. Proposers may also identify any incentives or adjustments related to the transition or implementation period.

8. Proposals Format and Organization

Instructions for Submitting Proposals

Submission Information

To facilitate the review and evaluation of all Proposals, the Authority requires that Proposals be submitted in the format outlined below, including all information listed in the following section. While there is no page limit for this response, we encourage you to include only relevant materials that directly respond to the requested information with a target of less than 50 pages for the full response.

Please submit a qualification package including:

- Cover Letter including Overview of Entity
- Minimum Qualifications
- Overview
- Financial Capacity & Stability
- Relevant Public Sector Experience
- **Service Requirements**
- Fraud Protection
- Treasury Management & Automation
- Reporting & Reconciliation Requirements
- Account Structure Requirements
- Training & Dedicated Support
- Personnel and Organizational Expertise
- Technology & Operational Capabilities
- Service Offerings and Fees
- Insurance and Bonding
- Client References

- Exhibit A
- Exhibit B
- Exhibit C
- Exhibit D
- Exhibit E

Submit Proposals electronically (PDF format preferred) by 11:00AM Central Time on **August 14, 2026**, at which time Proposals will be opened, and the evaluation process initiated.

Email: shawn@Fargoairport.com

Any Proposals received after the Proposals due date and time will not be considered. The Authority reserves the right to postpone the due date for Proposals submission.

No Proposals may be withdrawn after they have been submitted to the Authority unless the Proposer so requests in writing and the request is received by the Executive Director or Chief Financial Officer before the due date for Proposals.

Award of the bid is contingent upon the successful bidder executing a contract acceptable to the Airport Authority.

9. Communications

General Communications

The following provides general communication requirements for this RFP.

Procurement Contact

Any communication regarding matters of process or procedure from a potential Proposer must be referred to the Procurement Contact for this solicitation: Shawn Dobberstein. All communications with the Procurement Contact must be in writing via email at shawn@Fargoairport.com. If any technical difficulties are experienced when attempting to reach the Procurement Contact via this email address, please call (701) 241-1501 between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday, and request to speak with Shawn Dobberstein.

Clarifications and Interpretations

No oral interpretation or clarification of the RFP will be made to any Proposer. If discrepancies or omissions are found, or there is doubt as to the intended meaning of any part of the RFP, a written request for clarification or interpretation must be submitted by email to the Procurement Contact at shawn@Fargoairport.com with "Request for Clarification – Banking Services RFP" in the subject line by **July 20, 2026**, at 5:00 p.m. Central Time. No other requests for clarification or interpretation of the RFP will be accepted from any Proposer after that date and time except those regarding matters of process or procedure.

RFP Modifications, Clarifications, and Updates

Any modifications, clarifications, or other updates to this RFP will be issued in an addendum. Any addenda will be posted on the Airport website. It is the Proposer's responsibility to ensure that all required documents have been received, reviewed, and incorporated into their Proposals. Failure of any Proposers to review any addendum will not relieve them from any obligation contained therein.

Communications Prohibition

The Authority has established a communication prohibition for this RFP. The prohibition will be imposed beginning with the public release of this RFP and will end upon the selection of the banking services providers. Any violation of the communication restrictions described herein will render voidable the offending Proposer's Proposals.

Communication Prohibition Details

The Communication Prohibition prevents any Proposer or partners, which includes vendors, service providers, bidders, lobbyists, and consultants and their representative(s), from contacting any of the following individuals and companies regarding this solicitation throughout the procurement process:

1. Authority staff and legal counsel, except for communications with the Authority Procurement Contact, which must be provided in written form to shawn@Fargoairport.com
2. Members of the Authority Board of Directors
3. Consultants retained by the Authority, unless otherwise permitted in writing by the Authority

Exceptions

Unless specifically provided otherwise, the Communications Prohibition does not apply to:

1. Oral communications during any interview

Exhibit A: Pro-forma Pricing Template

Please complete the following pro-forma pricing template. The Proposer must provide detailed information about the costs associated with providing banking services to the Fargo Municipal Airport Authority (MAA).

Service / Account Type	Monthly Service Fee (\$)	Required Minimum Balance (\$)	Earnings Credit Rate (ECR)	One-time Setup / Implementation Cost (\$)
Operating Fund				
Construction and Improvement Fund				
Parking Construction & MS Fund				
Passenger Facilities Charge (PFC) Fund				
Payroll Holding Account				
Bank of ND				
Bond Reserve Fund				
Sweep Account(s) per account				
Flexible Spending Account (FSA) / Health Savings Accounts (HSA)				
Merchant Services				
Purchasing Card Program				
Online Treasury Management Platform				
TOTAL	\$	\$		\$

Instructions:

1. All fees must be stated in U.S. dollars.
2. Include all required balances to avoid fees or optimize earnings.
3. Clearly state the ECR basis (e.g., Fed Funds Rate, Prime Rate, etc.).
4. Include any one-time setup, implementation, or integration costs.
5. Include a price list showing all fees for each account and transaction type.

Exhibit B: Minimum Proposal Compliance Checklist

Proposers must indicate compliance with each requirement by checking the appropriate box and may provide comments or details in the adjacent column.

Requirement Area / Item	Meets Requirement (✓)	Comments / Supporting Information
Minimum Qualifications		
State or federally chartered banking institution with local presence in Fargo, NE	☐	
Insured by FDIC	☐	
Member of Federal Reserve System	☐	
Ability to accept deposits in Fargo for next-day availability	☐	
Experts on staff to provide full range of banking services	☐	
Secure, online, web-based reporting system	☐	
Fraud Protection		
Positive Pay with real time reporting and check verification	☐	
ACH Positive Pay with managed authorized access	☐	
ACH debit block options	☐	
Multi-factor authentication for all ACH/wire transfers	☐	
Automated email notifications for anomalies	☐	

Requirement Area / Item	Meets Requirement (✓)	Comments / Supporting Information
Credit card monitoring	☐	
Treasury Management & Automation		
Managed file transfers for Positive Pay, NACHA ACH, reconciliation	☐	
Enterprise Spend Platform integration for P-Cards	☐	
Automated AR/AP workflows	☐	
Reporting & Reconciliation		
Daily ACH, wire, and deposit notifications	☐	
Monthly reconciliation reports within 5 business days	☐	
Custom reporting capabilities with MAA's accounting systems	☐	
Online data retention (≥18 months preferred, ≥12 months required)	☐	
Electronic daily debit/credit advices and wire confirmations	☐	
Paid/unpaid item files available online within 5 days	☐	
Online check images (front/back) for deposits and disbursements	☐	

Requirement Area / Item	Meets Requirement (✓)	Comments / Supporting Information
Account Structure		
Support for multi account structure (Operating, Capital, Parking, etc.)	☐	
Zero-Balance Accounts (ZBA) functionality	☐	
Immediate credit availability for U.S. Treasury/wire deposits	☐	
Interest-bearing account options	☐	
Training & Dedicated Support		
On-site and web-based training	☐	
Dedicated account manager & escalation chain	☐	
Relevant Public Sector Experience		
Government clients with similar account structures	☐	
Experience with accounts of similar size and risk	☐	
Financial Capacity & Stability		
Provide audited financial statements	☐	
Provide S&P/Moody's ratings (or equivalent)	☐	

Requirement Area / Item	Meets Requirement (✓)	Comments / Supporting Information
Provide capital adequacy ratios (Tier 1, leverage, etc.)	☐	
Provide insurance certificates	☐	
Personnel & Organizational Expertise		
Primary contact identified	☐	
Dedicated account management team	☐	
Technology & Operational Capabilities		
Online banking with multi-user, role-based access	☐	
PCI DSS–compliant payment solutions	☐	
Reporting of daily transactions (debits, credits, chargebacks, etc.)	☐	
Deposit & Remote Deposit Capture (RDC): hardware/ software, batch scanning, storage, deposit limits	☐	
Disbursements / Positive Pay: exception reporting, stale-dated checks, dual signature verification	☐	
ACH Processing: exposure limits, sameday ACH, NACHA compliance, security, fraud monitoring	☐	

Requirement Area / Item	Meets Requirement (✓)	Comments / Supporting Information
Wire Processing: cut-off times, dual authorization, notification procedures	☐	
System Administration: user role administration, audit, password reset, reporting retention	☐	
Mobile Access: mobile banking functions, MFA/token options, mobile reporting	☐	
Service Offerings and Fees		
Description of services offered and associated fees	☐	
Fee guarantee period and any transition incentives	☐	
Surcharge amount charged to customers and proposed revenue sharing proposal for ATMs	☐	
Implementation Timeline		
Provide proposed implementation timeline	☐	
Sample Contract		
Provide a sample contract including provisions on service delivery, compliance, fees, and termination	☐	

Requirement Area / Item	Meets Requirement (✓)	Comments / Supporting Information
Contract Term Acknowledgment		
Acceptance of a 5-year contract term with two 1year extensions at MAA's sole discretion	☐	
Client References		
At least three public sector references with contacts	☐	

Exhibit C: Permitted Investments

Permitted Investments per any Bond Resolutions and following all State of North Dakota Century Codes (NDCC), specifically but not limited to: NDCC 21-06

Exhibit D – Key Performance Indicators (BANKING SERVICES)

1. Purpose

The selected financial institution (“Bank”) shall establish, monitor, and report Key Performance Indicators (KPIs) to measure service performance, operational efficiency, financial effectiveness, and risk management. KPI performance will be reviewed regularly and may be used in evaluating ongoing Bank performance.

2. KPI PERFORMANCE CATEGORIES

◇ A. Service Responsiveness

KPI	Description	Target
General Inquiry Response Time	Time to respond to routine inquiries	≤ 1 business day
Urgent Issue Response Time	Response to critical issues	Same day
Problem Resolution Time	Time to fully resolve issues	≤ 1–3 business days
Account Manager Availability	Access to assigned representative	100% coverage

◇ B. Transaction Processing & Accuracy

KPI	Description	Target
Transaction Accuracy Rate	Error-free transactions	≥ 99.5%
ACH/Wire Processing Time	Timeliness of transactions	Same day
Failed/Returned Transactions	Error or rejection rate	≤ 1%
Cutoff Time Compliance	Adherence to deadlines	100%

◇ C. Cash Management & Operations

KPI	Description	Target
Deposit Posting Time	Speed of posting deposits	Same day
Funds Availability	Availability of deposited funds	≤ 1 business day
Reconciliation Accuracy	Matching bank vs internal records	100%
Daily Balance Reporting	Timeliness of reporting	Daily by agreed time

◇ D. Technology & Systems

KPI	Description	Target
Online Banking Uptime	System availability	≥ 99.9%

Data Availability	Access to transaction data	Real-time or same day
System Integration Reliability	ERP/interface success rate	≥ 99%
Security Compliance	Cybersecurity controls	100% compliance

◇ E. Fraud Prevention & Risk Management

KPI	Description	Target
Fraud Detection & Alerts	Timeliness of alerts	Immediate
Fraud Loss Rate	Financial losses due to fraud	Minimized
Positive Pay Exception Handling	Exception resolution	Same day
Incident Response Time	Response to fraud/security incidents	≤ 24 hours

◇ F. Financial Performance & Fees

KPI	Description	Target
Earnings Credit Rate (ECR)	Return on balances	Competitive/market-based
Fee Transparency	Clarity of fees	100%
Billing Accuracy	Accuracy of invoices	100%
Fee Competitiveness	Alignment with market	Competitive

◇ G. Public Entity / Airport-Specific

KPI	Description	Target
Collateralization Compliance	Public funds security compliance	100%
Regulatory Compliance	State and federal compliance	100%

3. Reporting Requirements

The Bank shall:

- Provide **monthly or quarterly KPI reports**
- Include:
 - Actual vs. target performance
 - Variance explanation
 - Corrective action plans
- Provide **annual performance summary**
- Make data available in **exportable format (Excel/CSV)**

4. Performance Accountability

Failure to meet KPI targets may result in:

- Required corrective action plans
- Escalation to senior management
- Performance review
- Potential contractual remedies

Exhibit – Disclosures



EXHIBIT OF DISCLOSURES

Right to reject proposals

The Authority reserves the right to reject any or all proposals, waive informalities, and accept the proposal deemed in its best interest.

No obligation / no contract

Issuance of this RFP does not obligate the Authority to award a contract.

Compliance with Laws

The selected proposer shall comply with all applicable federal, state, and local laws and regulations, including FAA grant assurances (if applicable).

Confidentiality

The proposer shall maintain the confidentiality of all non-public information obtained in connection with this engagement.

Conflict of Interest

The proposer shall disclose any actual or potential conflicts of interest, including representation of airlines, tenants, or vendors operating at the airport.

Contract Requirement

The selected proposer will be required to enter into a formal agreement acceptable to the Authority.

Cost of proposal

Respondents bear all costs associated with proposal preparation.

Governing Law

This RFP and any resulting contract shall be governed by the laws of the State of North Dakota and the NDCC (North Dakota Century Code)

Indemnification

The proposer agrees to indemnify, defend, and hold harmless the Authority, its officers, employees, and agents from any claims arising out of the contractor's performance of services

Insurance

The proposer should maintain insurance coverage acceptable to the Authority.

Proposal for ownership

All submitted materials become the property of the Authority.

Public Records

All proposals submitted may be subject to public disclosure pursuant to applicable public records laws in State of North Dakota.

Termination

For Convenience: The Authority may terminate the contract at any time upon written notice.

For Cause: The Authority may terminate the contract for failure to perform in accordance with its terms.

Title VI (Nondiscrimination)

The proposer agrees to comply with Title VI of the Civil Rights Act of 1964 and all applicable nondiscrimination laws and regulations

The Authority, in accordance with federal regulations, prohibits discrimination based on race, color or national origin. The proposer shall not discriminate on the basis of race, color, or national origin in the performance of this contract.

The Authority and the proposer shall take all necessary and reasonable steps to ensure nondiscrimination in its programs, services, and activities.



**FARGO HECTOR
INTERNATIONAL
AIRPORT**

10

REQUEST FOR PROPOSALS FOR MARKETING SERVICES

Date of Issue: June 22, 2026

Municipal Airport Authority of the City of Fargo
PO Box 2845
Fargo, ND 58108

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SECTION 1:
NOTICE OF OPPORTUNITY AND GENERAL PROJECT INFORMATION

A. NOTICE AND DESCRIPTION

The Municipal Airport Authority of the City of Fargo, North Dakota (the “Authority” or “MAA”) is requesting proposals (together with any addenda and answers to questions, the “RFP”) from experienced and qualified marketing agencies to provide comprehensive marketing services for Hector International Airport (the “Airport” or “FAR”) for a five (5) year term beginning January 1, 2027.

It is the Authority’s intent to select a proposal that meets or exceeds the criteria set forth in this RFP. As Agency of Record, the selected proposer will support the Airport’s goals of increasing passenger awareness, improving community engagement, supporting air service development, enhancing the traveler experience, strengthening brand identity, and promoting the Airport as a preferred regional transportation hub.

The Agency shall serve as an extension of Airport staff and provide strategic guidance, campaign execution, analytics, and ongoing communications support.

B. TIMELINE AND SCHEDULE OF EVENTS

The anticipated timeline and schedule of events for the proposal process is as follows:

<u>EVENT</u>	<u>DATE/TIME</u>
Issue RFP	June 22, 2026
Deadline for Written Questions	July 10, 2026
FAR Issues Answers to Written Questions	July 16, 2026
SUBMISSION DEADLINE	August 14, 2026 BY 11:00 AM
Finalists Notified	August 26, 2026
Finalist Interviews and Presentations	September 7-18, 2026
Recommendation to MAA Board of Directors	October 8, 2026
Contract Awarded	October 13, 2026
Contract Commencement	January 1, 2027

*****NOTE***** The above timeline and schedule of events is subject to modification without notice at the Authority’s sole discretion.

C. LOCATION OF PROCUREMENT DOCUMENTS

This RFP and all other documents related to this procurement are available online at <https://www.fargoairport.com/airport-authority/proposals/>. This RFP will be available beginning June 22, 2026. Any amendments, addenda, questions/answers, and other documents pertaining to this procurement will be posted at this site as they are released. It is the responsibility of each proposer to view this site on a regular basis to ensure receipt of up-to-date information and documentation regarding this procurement.

It is each proposer's responsibility to examine carefully all documents that relate to this RFP, including any addenda that may be issued subsequently and prior to the submittal deadline, and to determine all conditions that may affect its proposal. A proposer's lack of understanding due to failure to thoroughly examine these documents is not grounds for modification of, or relief from, any term or condition of this RFP based on a claim that the proposer misunderstood that term or condition.

D. MINIMUM QUALIFICATIONS

The selected proposer (sometimes referred to herein as the "Agency") must have a minimum of ten years of continuous experience in the field of developing and implementing professional marketing strategies and providing marketing consultation.

Proposers should demonstrate a working knowledge of aviation industry marketing trends, proven success with integrated marketing campaigns, digital marketing and analytics expertise, traditional media creative capabilities and budget development, crisis communications capabilities, ability to manage multiple stakeholders and approvals. The successful Agency must have had hands-on experience with airports, airlines, transportation agencies, tourism organizations or public entities, providing examples of past work.

Proposers must be incorporated or organized under the laws of one state in the United States and must be authorized to do business in the State of North Dakota at the time of agreement execution.

E. SITE VISIT

There will be no site visit for this procurement. A submitted proposal constitutes a proposer's certification that it has familiarized itself with the Airport.

F. EVALUATION

The Authority will evaluate proposals based on the criteria set forth herein. In general, the Authority will only evaluate proposals submitted by proposers who meet the minimum requirements and qualifications set forth in this RFP. Further, the Authority reserves the

right to reject any or all proposals, to waive irregularities and technicalities of any kind, to re-advertise, or to otherwise proceed in the best interests of the Airport.

G. PROHIBITION AGAINST LOBBYING

A proposer shall not lobby, either on an individual or collective basis, the Authority (including its directors, officers, employees, or agents) or any federal, state, or local elected or public official or staff regarding this RFP or its written proposal. No proposer, and no acquaintances, friends, family members, outside advisors, agents, or other representatives of a proposer, shall contact the Authority (including its directors, officers, employees, or agents), or any federal, state, or local elected or public officials or Airport staff to arrange meetings, visits, or presentations to influence the outcome of the selection process. Violation of this provision, by or on behalf of a proposer, intentionally or unintentionally, may result in disqualification of the proposer and/or rejection of a written proposal.

Additional disclosures listed in Exhibit C.

H. QUESTIONS, INQUIRIES AND AIRPORT CONTACT

The Authority is committed to providing all interested parties with accurate and consistent information. To this end, from the date of this RFP through the execution of a written agreement, the Authority's contact is:

Shawn A. Dobberstein, A.A.E
Executive Director
shawn@fargoairport.com
(701) 241-1501

All submissions required by this RFP shall adhere to the Timeline and Schedule of Events set out in Section 1 of this RFP.

Oral communications and emails from the Authority, its staff, agents, employees or outside advisor, or any other person associated with this RFP shall not be binding on the Authority and shall in no way modify any provision of this RFP. Only formally issued addenda and the Authority's published responses to proposers' questions shall modify the terms of this RFP. Any addenda issued for this RFP will be published at the following website address: <https://www.fargoairport.com/airport-authority/proposals/> Proposers are responsible for checking the website prior to submission of proposals for any addenda and responses to questions. If you are unable to download the addenda, you may contact the Authority's contact noted in this Section.

SECTION 2: AIRPORT AND REGIONAL INFORMATION

A. AIRPORT OVERVIEW

Hector International Airport (FAR) serves as the primary commercial service airport for the Fargo - Moorhead metropolitan region and is the largest and busiest airport in North Dakota. As the state's only small-hub airport, FAR plays a critical role in supporting regional economic activity, business travel, and connectivity to major U.S. hubs. The Airport offers nonstop service to key destinations such as Minneapolis - St. Paul, Atlanta, Chicago O'Hare, Denver, Dallas/Fort Worth, Phoenix, and several leisure markets, providing both network carrier connectivity and low-cost carrier options.

FAR has experienced sustained and record-setting growth in recent years, driven by strong regional population growth, economic expansion, and increased airline capacity. The Airport has exceeded 1 million total annual passengers for three consecutive years and continues to advance a major terminal expansion program - including a new parking ramp, expanded gates, and enhanced passenger processing facilities - to accommodate future demand and elevate the overall guest experience.

Hector International Airport has recovered strongly from the global pandemic and has demonstrated consistent year-over-year growth in passenger activity, reaching record levels in each of the past three years:

- **2025 Enplanements:** 590,542 (+8% vs. 2024)
- **2024 Enplanements:** 546,787 (+6% vs. 2023)
- **2023 Enplanements:** 516,071 (+13% vs. 2022)

This steady growth trajectory underscores FAR's position as a rapidly expanding regional airport with increasing passenger demand, strong airline partnerships, and ongoing infrastructure investment to support long-term operational and revenue growth.

B. REGIONAL INFORMATION

Fargo, North Dakota - the state's largest city with an estimated population of approximately 136,000 and a metropolitan population nearing 250,000 - is the economic and cultural hub of eastern North Dakota and the greater Fargo-Moorhead region. The area benefits from a highly diversified and resilient economy anchored by healthcare, higher education, manufacturing, agriculture technology (AgTech), and a growing technology sector. Major employers include Sanford Health (the region's largest employer), North Dakota State University, Essentia Health, Fargo Public Schools, and leading private-sector companies such as Bobcat Company, Microsoft, and John Deere-related entities. Fargo also serves as a regional retail and transportation hub for the Upper

Midwest, attracting significant consumer activity from surrounding rural communities. With low unemployment, steady population growth, and a strong mix of industries ranging from bioscience to logistics and autonomous systems, the Fargo region offers a stable economic environment and a robust workforce pipeline to support continued growth and development.

C. PASSENGER AND MARKET INFORMATION

The Airport is currently served by Allegiant, American, Delta, Frontier, and United airlines and their partners to the following seasonal and year-round destinations.

<u>City</u>	<u>Designation</u>	<u>Airline</u>
Atlanta	Year Round	Delta
Chicago	Year Round	American, United
Dallas	Year Round	American
Denver	Year Round	Frontier, United
Las Vegas	Year Round	Allegiant
Minneapolis/St. Paul	Year Round	Delta
Nashville	Year Round	Allegiant
Orlando Int'l	Seasonal	Frontier
Orlando-Sanford	Seasonal	Allegiant
Phoenix-Mesa	Year Round	Allegiant
Phoenix-Sky Harbor	Seasonal	American
St. Pete-Clearwater Int'l	Seasonal	Allegiant

Delta Air Lines led with a 30% market share, followed by United 24%, Allegiant 19%, American 23%, and Frontier 4%. See passenger enplanement and deplanement records from 2022 through 2025 in Exhibit B.

D. EXISTING MARKETING EFFORTS

In recent years, the Airport has invested approximately \$580,000 annually in marketing services. Various print and digital tactics have been employed for maximum outreach.

Past strategies include but are not limited to website creation and ongoing updates, search engine marketing, paid and organic social media, display and social retargeting,

OTA/OOH advertisements, local and national print placement, and email marketing. There is an established social media presence on Facebook, Instagram, X, YouTube and LinkedIn.

Recent and upcoming projects requiring Agency involvement:

- Airport Branding Update – December 2024
- Parking Ramp Project – August 2025
- Terminal Expansion – February 2026
- Skyway Project – Projected December 2026
- Terminal Renovation – Projected Early 2027
 - Access to Gates 1-4
 - Additional food and beverage options
 - Comfortable seating area for friends and family waiting for arrivals
 - Sculptures, galleries, art installations, and performances
- 100th Anniversary of the Airport's Passenger Service – 2031
- Hotel Development Groundbreaking and Subsequent Celebrations – Pending

SECTION 3: **PROJECT INFORMATION**

A. SCOPE OF WORK

The selected agency should have extensive experience in omnichannel marketing to effectively partner with the Authority in developing and executing strategies that elevate the Airport's brand and presence among business and leisure audiences.

It is important that all proposers understand that being awarded work under any component of this RFP does not guarantee exclusivity. The Authority may assign work to multiple vendors or manage certain tasks internally. Proposers may also recommend additional elements not specifically outlined here that they deem necessary to deliver a cohesive, strategic, and forward-looking program.

Given the projected term of the relationship, it must be understood that the Authority expects ongoing review and updating of several of the following assignments, especially under sections: 1. Strategic Marketing Planning, 2. Branding and Creative Services, and 7. Air Service Development Marketing. It's important to track emerging trends to maintain competitive awareness in the evolving environments of our industry.

Responsibilities of the selected Agency include, without limitation, the following:

1. Strategic Marketing Planning

- Develop a comprehensive annual marketing and communications strategy
- Conduct ongoing market research and audience analysis
- Identify target traveler demographics and behavioral insights
- Develop campaign strategies aligned with Airport business objectives
- Supply recommendations for media, messaging, and positioning
- Assist with budget planning and campaign forecasting
- Benchmark periodically against peer and competitor airports

Deliverables may include but are not limited to annual strategic marketing plans including recommended creative elements, campaign calendars, audience segmentation analysis, media strategy recommendations, and quarterly planning updates.

2. Branding and Creative Services

- Provide ongoing brand strategy optimization
- Supply graphic design services
- Manage creative concept development
- Execute copywriting and messaging efforts
- Produce print, outdoor, digital, radio, television, and video assets
- Build up templates and maintain brand standards
- Ensure quality and cohesion of all creative deliverables

Deliverables may include but are not limited to creative campaign concepts, digital and print advertising assets, video and multimedia content, and creative production files.

3. Advertising and Media Buying

- Plan, negotiate, purchase, and manage paid media campaigns
- Coordinate traditional and digital advertising placements
- Optimize media spending and campaign performance
- Manage Airport cooperative advertising opportunities
- Develop geo-targeted and traveler-focused campaigns
- Coordinate with tourism and airline partners where appropriate

Deliverables may include but are not limited to media plans and schedules, media buying reports, and campaign performance summaries.

4. Digital Marketing and Website Support

- Develop and manage digital marketing campaigns
- Optimize SEO/SEM performance
- Support website content strategy and user experience
- Develop landing pages and digital traveler resources
- Monitor web analytics and conversion performance
- Implement email marketing campaigns
- Maintain ADA compliance across platforms
- Recommend digital accessibility and usability improvements
- Provide information and recommendations on new marketing trends

Deliverables may include but are not limited to digital campaign reports, SEO recommendations, website content updates, email marketing performance reports, and analytics dashboards.

5. Social Media Management

- Develop social media strategy and content calendars
- Create and publish organic content
- Support community management and audience engagement
- Monitor trends and traveler sentiment
- Execute paid social campaigns
- Coordinate influencer and business partnerships
- Assist with real-time content during events or disruptions

Deliverables may include but are not limited to monthly content calendars, social creative assets, engagement reports, and paid social analytics.

6. Public Relations and Communications

- Manage media relations
- Develop press releases
- Publicize events and special offers
- Support executive communications
- Conduct crisis communications
- Facilitate community outreach
- Help maintain current communications with service providers (airlines), partners, and stakeholders.

Deliverables may include but are not limited to press releases, media outreach summaries, crisis communications protocols, talking points and messaging documents.

7. Air Service Development Marketing

- Develop market-facing route campaigns
- Support airline presentations and collateral
- Coordinate launch campaigns for new routes
- Provide ongoing market research and passenger demand insights
- Create co-op campaigns with airlines and tourism agencies

Deliverables may include but are not limited to route launch marketing plans, air service promotional materials, and passenger market analysis support.

8. Community Engagement and Events

- Identify public outreach campaigns
- Support community events and sponsorship activations
- Provide educational and aviation awareness initiatives
- Assist with Airport celebrations and milestone campaigns

Deliverables may include but are not limited to event marketing plans, promotional materials, and community engagement reports.

9. Research, Analytics, and Reporting

- Provide ongoing performance tracking and analysis utilizing the following metrics: passenger awareness, website traffic, social engagement, advertising impressions and conversions, earned media value, sentiment analysis, and campaign ROI.

Deliverables may include but are not limited to monthly and quarterly reports, KPI dashboards, campaign analytics summaries, and strategic recommendations.

B. TERM AND GENERAL AGENCY REQUIREMENTS

1. Term. The initial term of the Agreement shall be for five (5) consecutive years. The Authority anticipates that the Agreement will offer two one-year renewals contingent upon mutual benefit. The contract is expected to commence on January 1, 2027.
2. Point of Contact. The selected Agency shall determine an experienced account manager as primary point of contact. The Agency account manager (or representative) may be asked to attend regular meetings with Airport staff and the MAA board of directors, and present timely status updates and reports when requested.
3. Budget. Proposals shall include an estimated budget and list of services conducted January 1 through December 31, 2027. Detail fee structure, staff costs, third-party expenses, optional service pricing, and any expenses necessary to accomplish the tasks and produce the determined deliverables. Annual budget proposals will be requested throughout the term.

4. Firm Pricing. Offered prices shall remain firm for a minimum of 90 days after the due date of this solicitation unless indicated otherwise. Accepted prices shall remain firm for the duration of the Agreement.
5. Changes. The Authority may make changes within the general scope of this contract. If selected Proposer is of the opinion that any proposed change causes an increase or decrease in the cost and/or time required for performance of this contract, the Agency shall so notify the Authority of that fact. Any changes agreed upon will be reduced to writing amending this contract through Addendum signed by both parties. Any changes that affect the determined budget must be agreed upon by both parties in writing.
6. Extra Services. The Authority may request the Agency to perform extra services not covered by the Scope of Work as declared in this RFP. Selected Proposer shall perform such extra services and will be compensated for such extra services provided they are reduced to writing amending this Contract through Addendum signed by both parties.
7. Collaboration. The selected Agency will be expected to work in close partnership with the Authority's Marketing and Community Engagement Manager on all aspects of the engagement, including planning, creative development, implementation, performance review, and ongoing optimization.

The Agency will be expected to provide electronic files and marketing elements of Agency work to the Marketing and Community Engagement Manager, upon request, for Authority use in local marketing initiatives.

8. Materials. All advertising, marketing, and related materials created under this agreement are the exclusive property of the Authority.

All deliverables, including but not limited to print materials, digital assets, electronic files, video content, graphics, copywriting, campaign strategies, and any derivative works produced by the Agency, its contractors/or vendors in connection with this engagement, shall be considered "work made for hire" to the fullest extent permitted by law. Upon creation and/or full payment, all rights, title, and interest in such materials—including copyrights and any other intellectual property rights—shall transfer to and vest solely by the Authority.

The Agency and its contractors/vendors agree to provide all source files, editable formats, and final versions of materials upon request or project completion. The Agency, and its contractors/vendors, retain no ownership interest in the work and may not reuse, reproduce, distribute, or display the materials without prior written consent from the Authority, except for limited portfolio use if explicitly authorized in writing.

C. EVALUATION AND CRITERIA

Proposals received in response to this RFP will be evaluated by Authority staff members. Staff will use the evaluation criteria summarized below and may utilize any information or other criteria they deem necessary as submitted by proposers.

1. Experience and Samples (20%). Details the proposer's number of years and relevancy of experience in the industry; industry achievements (national recognition from industry organizations and local and regional recognition); and references past and existing performance at airports. Showcases the Agency's ability to innovate, produce, and deploy original, visually engaging creative and copy that reflects the Airport's unique brand and goals.
2. Financials and Transparency (15%). Clearly states how the budget is allocated throughout the year, whether the pricing is project-based, retainer, or hourly, and contains no hidden fees. Estimates the expected Return on Investment based on the proposed budget and historical data.
3. Campaign Strategy and Methodology (25%). Provides detailed examples of campaign strategy throughout the year from past work of similar scope (e.g., SEO, paid media advertising, social media). Displays an understanding of targeted market segments and the channels to reach them. Uses market research, keywords, or competitor analysis to ground the strategy in a data-driven approach.
4. Measurable Objectives and Goals (25%). Outlines explicit Key Performance Indicators (KPIs) like traffic, leads, or conversion rates from past work of similar scope. Goals are Specific, Measurable, Achievable, Relevant, and Time-bound.
5. Strategic Alignment and Understanding (15%). Accurately defines the Airport's target audience and core pain points. Clearly articulates what makes the proposal unique and why the agency is the right fit.

Following the acceptance of a proposal, the selected Proposer and the Authority must reach an agreement prior to the start of any work for which the Authority would be obligated.

SECTION 4: PROPOSAL CONTENT AND INSTRUCTIONS

Proposals shall be divided into the following six sections:

- A. Cover Letter;
- B. Executive Summary;
- C. Approach and Methodology;
- D. Estimated Budget;
- E. Experience and Qualifications;
- F. Creative and Strategic Examples.

Each proposer shall submit one hard-copy original proposal, bound in a three-ring binder or comparable presentation. Additionally, each proposer shall submit a digital copy of the proposal on a USB flash drive, along with an executed copy of the proposal information form under Exhibit A. Page sizes must be 8½" by 11"; however, material that would benefit from a larger page size may be on a page size of 11" by 17", folded to 8½" by 11".

A. COVER LETTER

Each proposer must submit a cover letter generally introducing the proposal, and identifying (a) the proposer's name, date of formation, information relating to the proposer's size and history, and biographical information of the proposer's principal officers; and (b) complete contact information for the proposer's authorized representative. The cover letter must be signed by an authorized representative of the proposer.

B. EXECUTIVE SUMMARY

No longer than two single-spaced pages in length, the Executive Summary shall prove the proposer fully understands the Airport's goals, target audience, and market challenges. Clearly outline the Agency's unique value proposition and identify why the Agency's proposal outpaces the competition. If applicable, summarize the Agency's additions to the scope of work and include any additional information deemed significant to the reader's general understanding of the proposal.

C. APPROACH AND METHODOLOGY

This section must be sufficient to enable the Authority to evaluate how the Agency will meet the marketing needs and goals of the Airport. Utilizing examples from past work, this section must contain the following:

1. Describe and discuss the Agency's approach to managing the responsibilities identified in the scope of services.

2. Demonstrate a clear process for research, planning, and execution.
3. Outline reporting cadence, KPIs, and optimization processes to effectively manage campaign performance. Identify relevant tools and programs.
4. Include approach to updating and reporting work progress to the client, incorporating client input, and adjusting scope of services or projects if adjustments are encountered.
5. Describe any recommendation(s) to enhance overall marketing efforts, guest experience and engagement, increase revenue from Airport services, and/or reduce operating expenses.
6. Describe how the proposer will transition from the current Agency, including any cost that would be borne by MAA due to the transition.

D. ESTIMATED BUDGET

Each proposal shall provide the following pricing breakdown utilizing examples as necessary with appropriate redaction:

1. A detailed description of the proposer's fee structure, hourly billing rates and retainer fees (if applicable).
2. Provide an annual budget created for a past client, with appropriate redactions.
3. Media buying compensation structure and reimbursable expense policies.
4. A list of any third-party costs including any one-time, monthly or annual fees.
5. Production markups
6. Any optional or additional service costs

Proposers are free to include other financial metrics that would be relevant to an understanding of the financial viability of the proposal.

E. EXPERIENCE AND QUALIFICATIONS

This section shall fully and fairly describe the proposer's proficiency in conducting similar scope of work.

1. Describe your Agency's experience working with other clients comparable in size and level of complexity of the proposed scope of services.
2. Note the level of relevant experience provided by each team member responsible for completing the work described herein. List any relevant certifications.
3. Explain how the Agency stays current with evolving marketing technologies and industry trends.

4. Identify competitive advantages where the Agency is uniquely qualified (i.e. specialized niche expertise, in-house creative production, strong reporting transparency, etc.).

F. CREATIVE AND STRATEGIC EXAMPLES

This section shall clearly demonstrate the Agency's ability to conduct a comparable scope of work.

1. Identify at least three (3) strong past work performance metrics and results, with appropriate redactions.
2. Provide at least five (5) creative samples, case studies, and supporting materials from recent projects.
 - a. Print and/or URL submissions are acceptable.
 - b. Examples that specifically highlight the firm's acumen developing digital, print and social media assets are encouraged.
3. Provide examples of inclusive marketing campaigns or multicultural outreach initiatives.
4. Describe experience creating ADA- and WCAG-compliant digital content.

EXHIBIT A

**Fargo Hector International Airport
Request for Proposal for
Marketing Services**

Proposal Information Form

The undersigned proposer, having examined these documents and having full knowledge of the condition under which the work described herein must be performed, hereby proposes that they will fulfill the obligations contained here in accordance with all instructions, terms, conditions, and specifications set forth.

Name of Proposing Agency:	Contact Individual's Name:
Address of Contact Individual:	
Phone Number of Contact Individual:	Email Address of Contact Individual:
Receipt is hereby acknowledged of Addenda: _____	

OFFICIAL AUTHORIZED TO SIGN FOR PROPOSER:

"I declare, under penalty of perjury under the law of North Dakota, that the foregoing is true and correct."	
Signature:	Date:
Print Name and Title:	Location (City, State):

NOTE: This Proposal Information Form must be completed and submitted as a part of your proposal.

EXHIBIT B

**Detailed Enplanement and Deplanement Data
2022-Current**

		2022	2023	2024	2025
January	Enplanements	34,470	43,705	42,726	48,037
	Deplanements	33,936	42,235	40,327	45,957
February	Enplanements	37,009	42,028	43,691	47,971
	Deplanements	35,698	41,127	42,383	46,603
March	Enplanements	43,306	48,032	44,414	56,399
	Deplanements	44,931	50,344	46,952	58,821
April	Enplanements	33,736	39,680	41,466	47,232
	Deplanements	35,036	43,049	44,673	51,919
May	Enplanements	35,607	40,969	44,547	47,983
	Deplanements	37,385	43,108	46,506	49,210
June	Enplanements	36,552	40,174	45,301	47,898
	Deplanements	38,347	41,921	47,917	50,108
July	Enplanements	39,734	44,902	48,344	54,008
	Deplanements	38,861	44,120	47,344	53,624
August	Enplanements	38,683	43,871	48,514	50,867
	Deplanements	38,663	43,829	48,074	50,304
September	Enplanements	35,213	41,452	43,663	46,258
	Deplanements	34,606	40,501	43,514	45,715
October	Enplanements	39,578	43,332	48,627	50,846
	Deplanements	38,189	42,181	46,648	49,038
November	Enplanements	38,014	42,271	45,094	43,182
	Deplanements	36,330	40,287	43,239	41,213
December	Enplanements	43,610	45,655	50,400	49,861
	Deplanements	40,590	43,634	48,482	46,388
TOTALS	Enplanements	455,512	516,071	546,787	590,542
	Deplanements	452,563	516,426	546,049	588,900

Additional passenger statistics can be found on the Airport's website:
<https://www.fargoairport.com/news-statistics/>

EXHIBIT C

Exhibit of Disclosures

- I. Right to Reject Proposals**
The Authority reserves the right to reject any or all proposals, waive informalities, and accept the proposal deemed in its best interest.
- II. No Obligation / No Contract**
Issuance of this RFP does not obligate the Authority to award a contract.
- III. Compliance with Laws**
The selected proposer shall comply with all applicable federal, state, and local laws and regulations, including FAA grant assurances (if applicable).
- IV. Confidentiality**
The proposer shall maintain the confidentiality of all non-public information obtained in connection with this engagement.
- V. Conflict of Interest**
The proposer shall disclose any actual or potential conflicts of interest, including representation of airlines, tenants, or vendors operating at the airport.
- VI. Contract Requirement**
The selected proposer will be required to enter into a formal agreement acceptable to the Authority.
- VII. Cost of Proposal**
Respondents bear all costs associated with proposal preparation.
- VIII. Governing Law**
This RFP and any resulting contract shall be governed by the laws of the State of North Dakota and the NDCC (North Dakota Century Code).
- IX. Indemnification**
The proposer agrees to indemnify, defend, and hold harmless the Authority, its officers, employees, and agents from any claims arising out of the contractor's performance of services.
- X. Insurance**
The proposer shall maintain insurance coverage acceptable to the Authority.
- XI. Proposal Ownership**
All submitted materials become the property of the Authority.
- XII. Public Records**
All proposals submitted may be subject to public disclosure pursuant to applicable public records laws in State of North Dakota.

XIII. Termination

For Convenience: The Authority may terminate the contract at any time upon written notice.
For Cause: The Authority may terminate the contract for failure to perform in accordance with its terms.

XIV. Title VI (Nondiscrimination)

The proposer agrees to comply with Title VI of the Civil Rights Act of 1964 and all applicable nondiscrimination laws and regulations.

The Authority, in accordance with federal regulations, prohibits discrimination based on race, color or national origin. The proposer shall not discriminate on the basis of race, color, or national origin in the performance of this contract.

The Authority and the proposer shall take all necessary and reasonable steps to ensure nondiscrimination in its programs, services, and activities.



June 3, 2026

Shawn A. Dobberstein, AAE
MUNICIPAL AIRPORT AUTHORITY
PO Box 2845
Fargo, North Dakota 58108-2845

Subject: Terminal Apron Reconstruction – Phase II Construction Services & Project Closeout

Dear Shawn A. Dobberstein, AAE:

Mead and Hunt, Inc., (Mead & Hunt) is pleased to submit this proposal to provide construction and project closeout services for the above-referenced project.

Project Understanding

See attached Exhibit B

Mead & Hunt's Scope of Services

After receipt of authorization to proceed, Mead & Hunt shall: See attached Exhibit B

Responsibilities of MUNICIPAL AIRPORT AUTHORITY

Our Scope of Services and Compensation are based on the MUNICIPAL AIRPORT AUTHORITY (MAA) performing or providing the following:

- A designated representative with complete authority, as authorized by the Airport Authority Board, to transmit instructions and information, receive information, interpret policy, and define decisions.
- Access to the project site.
- Available data, drawings, and information related to the project.
- Review of (draft-final plans/specs/reports, etc.) within (weeks/months) of receipt.
- Protection of Mead & Hunt-supplied digital information or data, if any, from contamination, misuse, or changes.

Work Not Included in the Scope of Services

The following items are excluded from this agreement and will be provided by the MAA or provided by Mead & Hunt as an Additional Service only as authorized by the MAA:

- Construction Services beyond allowed 45 consecutive construction days

Project Schedule

- Construction Services Scope of Services is to be completed August 27, 2026.
- Project Closeout Services are to be completed by December 31, 2027.

Compensation

Construction Services - For Construction Services as described within Exhibit B, Consultant shall receive a reimbursement rate based on actual costs, including overhead and profit. For services of the Consultant's staff engaged directly on the project, the compensation will be an amount equal to the Consultant's direct labor cost times a factor of 3.2539 (Factor = (1+OH Rate of 1.8295) x fixed fee (15%) = 3.2539). In addition, Consultant shall receive reimbursable expenses not included in the Consultant's overhead rate plus a fixed fee of 15%. The maximum cost of services is \$398,900.

Shawn A. Dobberstein, AAE
June 3, 2026
Page 2

Project Closeout Services - The Project Closeout Services as described in Exhibit B will be performed on a lump-sum basis. The MAA will pay Mead & Hunt \$12,440 as engineering fees for the work performed under this contract.

Authorization

The Scope of Services and Compensation stated in this proposal are valid for a period of thirty (30) days from date of submission. If authorization to proceed is not received during this period, this proposal may be withdrawn or modified by Mead & Hunt.

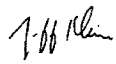
Signatures of authorized representatives of the MAA and Mead & Hunt shall convert this proposal to an Agreement between the two parties, and receipt of one signed copy shall be considered authorization to proceed with the work described in the Scope of Services. All services shall be performed in accordance with the agreement attached as Exhibit A, hereto.

We appreciate the opportunity to submit this proposal to the MAA.

Respectfully submitted,

MEAD AND HUNT, INC.

Approved by: MEAD AND HUNT, INC.

By: 	By: _____
Author/Submitter	Authorized Signer Review
Name: Jeff Klein, PE	Name: _____
Title: Project Manager	Title: _____
Date: June 3, 2026	Date: _____

Attachment(s)

Accepted by: MUNICIPAL AIRPORT AUTHORITY

By: _____
The above person is authorized to sign for Client and bind the Client to the terms hereof.

Name: _____

Title: _____

Date: _____

Exhibit A. Agreement

MEAD AND HUNT, INC.
PROFESSIONAL SERVICES TERMS AND CONDITIONS OF AGREEMENT

These Terms and Conditions of Agreement form the Agreement under which services are to be performed by Mead and Hunt, Inc. (hereinafter "Consultant") upon acceptance of the attached Proposal by the Client. The Scope of Work, Project Cost and Project Schedule sections of the attached Proposal are incorporated by reference into these Terms and Conditions of Agreement and are part of the Agreement.

Article 1. Scope of Work

It is understood that the Scope of Work and the Project Schedule defined in the Proposal are based, in part, on the information provided by the Client. If this information is incomplete or inaccurate, or if site conditions are encountered which materially vary from those indicated by the Client, or if the Client directs Consultant to change the original Scope of Work established by the Proposal, a written amendment to this Agreement equitably adjusting the costs and/or performance time thereunder, shall be executed by the Client and Consultant as soon as practicable in accordance with Article 30 below. In the event that the Client and Consultant cannot agree upon the terms and conditions of such amendment, either party may terminate this Agreement immediately upon written notice to the other in accordance with Article 10, Termination.

Consultant shall perform only the services specified in the Scope of Work portion of the Proposal or an amendment thereto as referenced above. Services provided by Consultant shall be subject to the provisions of this Agreement, including these Terms and Conditions of Agreement, any supplemental conditions incorporated herein, and any written amendments as referenced above. Consultant shall invoice its costs, and Client shall provide payment for all services provided in accordance with Article 2 below.

Article 2. Fees, Billing and Payment

Unless otherwise limited in the Proposal, purchase order, or work order, Consultant's fee estimate is effective for thirty (30) days from the date of the Proposal. Thereafter, Consultant shall have the right to modify its fee estimate.

The fees stated in a Proposal, purchase order, or work order constitute an estimate of the tasks and fees required to perform the Scope of Work. The Scope of Work often cannot be fully defined during the initial planning stages of a project. As the Project progresses, facts uncovered may reveal a change in direction, which may alter the Scope of Work. If Client requests modifications or changes in the Scope of Work related to the Project, or if the during Project development the Scope of Work changes resulting in changes to the estimated tasks and fees required to perform the Scope of Work, then the time of performance of the services by Consultant and the fees associated therewith shall be revised and accepted in accordance with Article 30 before Consultant undertakes any additional work beyond the originally defined Scope of Work.

The Client recognizes that Consultant's fee estimate does not include potentially applicable sales and use taxes. Tax-exempt certificates are to be provided by the Client in connection with the acceptance of the Proposal or the applicable purchase order or work order. Taxes will be added to all invoices as applicable,

unless/until a properly completed and valid tax-exemption form is received.

The Client recognizes that time is of the essence with respect to payment of Consultant's invoices, and that timely payment is a material part of the consideration of this Agreement.

Invoices will be submitted by Consultant monthly, and shall be due and payable within thirty (30) calendar days of the invoice date. If the Client objects to all or any portion of an invoice, the Client shall so notify Consultant within fourteen (14) calendar days of the invoice date, identify the cause of disagreement, and pay when due that portion of the invoice, if any, not in dispute. In the event that Consultant and the Client cannot resolve the dispute regarding invoiced amounts within thirty (30) days after receipt by Consultant of the aforementioned notice, the dispute shall be submitted to dispute resolution pursuant to Article 12, below.

Payment shall be made via electronic means (EFT/ACH) directly to Consultant. A remittance advice or payment notification to accountsreceivable@meadhunt.com is required. Where electronic means are not available or not feasible, payment shall be mailed to:

Mead and Hunt, Inc.
Attn: Accounts Receivable, Mead & Hunt
2440 Deming Way
Middleton, WI 53562

The Client shall pay an additional charge of one-and-one-half (1.5) percent (or the maximum percentage allowed by law, whichever is lower) of the invoiced amount per month for any payment received by Consultant more than thirty (30) calendar days from the date of the invoice, excepting any portion of the invoiced amount in dispute or resolved in favor of Client. Payment of invoices is in no case subject to unilateral discounting or setoffs by the Client.

Application of the percentage rate indicated above as a consequence of the Client's late payments does not constitute any willingness on Consultant's part to finance the Client's operation and no such willingness should be inferred.

If the Client fails to pay undisputed invoiced amounts within thirty (30) calendar days of the date of the invoice, Consultant may at any time, without waiving any other claim against the Client or the right to pursue any other remedy against the Client and without thereby incurring any liability to the Client, suspend this Agreement, as provided for in Article 9, Suspension, or terminate this Agreement, as provided for in Article 10, Termination.

Article 3. Confidentiality

Consultant and Client shall hold confidential all business or technical information marked as confidential or proprietary obtained from the other or its affiliates under this Agreement for a period of five (5) years after obtaining such information, and during that period shall not disclose such information without the other's consent except to the extent required for (1) performance of services under this Agreement; (2) compliance

with professional standards of conduct for preservation of the public safety, health and welfare; (3) compliance with any law, regulation, ordinance, subpoena, court order or governmental request; or (4) protection of the disclosing party against claims or liabilities arising from performance of services under this Agreement. In the event disclosure may be required for any of the foregoing reasons, the disclosing party will, except where immediate notification is required by law or regulation or is, in the judgement of the receiving party's counsel required to limit that party's liability, notify the other party in advance of disclosure. The confidential information does not include any data or information which the receiving party can prove (a) was in the receiving party's lawful possession prior to its disclosure by the disclosing party; (b) is later lawfully obtained by the receiving party from a third party without notice to the receiving party of any obligation of confidentiality or other restrictions with respect to use thereof; (c) is independently developed by the receiving party; (d) is, or later becomes, available to the public through no breach of an obligation of confidentiality by the receiving party; or (e) is approved for disclosure in writing by the disclosing party. Notwithstanding anything to the contrary herein, one archive copy of confidential information or documents containing confidential information may be retained by legal counsel of receiving party for the sole purpose of identifying its obligations under this Agreement and any copy may be retained pursuant to any statute, regulation, administrative opinion or any similar legal requirement or to evidence compliance with a professional duty.

Article 4. Independent Contractor Relationship

The relationship between the Client and Consultant created under this Agreement is that of principal and independent contractor. Consultant shall serve as an independent contractor to the Client and shall be responsible for selecting the means and methods that services will be provided under this Agreement. It is specifically understood that, irrespective of any assignability provisions, Consultant may retain subcontractors to perform services usually and customarily performed by subcontractors. Should Consultant determine it appropriate or necessary to rely on a subcontractor where it is not customary to do so, Consultant shall obtain prior written approval or subsequent written confirmation from the Client.

Article 5. Standard of Care

Consultant will perform the Services in accordance with the standards of care and diligence normally practiced by consulting firms performing services of a similar nature in the same locale.

Article 6. Opinions on Cost

Consultant may be asked to provide opinions of probable Project or construction costs as part of the professional services under this Agreement. Consultant's opinions of cost are based on Consultant's experience and judgment. Provided, however, Consultant cannot and does not guarantee that construction proposals, bids or actual construction or Project costs will not exceed estimates provided by Consultant. Consultant is not responsible for variations between actual construction bids or costs and Consultant's opinions regarding probable construction costs.

Article 7. Timeliness of Performance

Consultant acknowledges that timely performance of its services is an important element of this Agreement. Consultant will put forth reasonable efforts to complete the work according to the schedule attached in the Proposal.

If Consultant discerns that the schedule shall not be met for any reason, it shall so notify the Client as soon as practically possible so that a mutually agreed on revised schedule can be established.

Article 8. Force Majeure

Consultant shall not be considered in default because of any delays in the completion of the work due to causes beyond the control and without the fault or negligence of Consultant or its subcontractors, including but not restricted to, an act of God or of a public enemy, civil unrest, fire, flood, area-wide strike, freight embargo, unusually severe weather, governmental action, pandemic, epidemic or supplier delay. In the event Consultant has knowledge of any actual or potential delay, Consultant shall notify Client in writing of such cases of delay and their probable extent and, upon such notification, Consultant's performance obligations hereunder shall be suspended.

Article 9. Suspension

Upon fourteen (14) calendar days written notice to Consultant, the Client may suspend Consultant's work.

If payment of Consultant's invoices is not maintained on a thirty (30) calendar-day current basis by the Client, Consultant may, by fourteen (14) calendar days' written notice to the Client, suspend further work until payment is restored to a current basis.

Suspension for any reason exceeding forty-five (45) calendar days shall, at Consultant's option, make this Agreement subject to renegotiation or termination, as provided for elsewhere in this Agreement. Any suspension shall extend the time schedule for performance in a manner that is satisfactory to both the Client and Consultant, and Consultant shall be compensated for services performed and charges incurred prior to the suspension date, regardless of the reason for the suspension.

Article 10. Termination

The Client or Consultant may terminate this Agreement with or without cause, and such termination shall be effective upon fourteen (14) days' written notice to the other party.

Either party may also terminate this Agreement upon written notice to the other party in the event that the other party becomes insolvent; files a petition in bankruptcy; is adjudicated bankrupt; has an assignee; referee, receiver or trustee appointed in any creditor action; has a petition in bankruptcy filed against it which is not vacated within thirty (30) days or suffers any action analogous thereto.

In the event such termination becomes necessary, the party effecting termination shall so notify the other party, and termination will become effective fourteen (14) calendar days after receipt of the termination notice. Irrespective of which party shall effect termination or the cause therefor, the Client shall within thirty (30) calendar days of termination remunerate Consultant for services rendered and costs reasonably incurred, in accordance with Consultant's fee schedule. Costs shall include those incurred up to the time of termination.

Article 11. Notice to Parties

All notices required or permitted under this Agreement shall be in writing and shall be made to the parties' below:

Consultant's Project Manager:

Name

Address

Address 2

Email

Client Project Manager:

Name

Address

Address 2

Email

For Notices made pursuant to Article 12:

Legal Department: Mead and Hunt, Inc.

6737 W Washington Street, Suite 3500

West Allis, WI 53214

notices@meadhunt.com

For Notices made pursuant to Article 12:

Client Legal Department (optional)

Address

Address 2

Email

Article 12. Dispute Resolution

Client and Consultant shall provide written notice of a dispute within a reasonable time after the event giving rise to the dispute. Client and Consultant agree to negotiate any dispute between them in good faith for a period of thirty (30) days following such notice. Client and Consultant may agree to submit any dispute to mediation, but such mediation shall not be required as a prerequisite to initiating a lawsuit to enforce this Agreement. Either party shall have the right to litigate the claim, dispute or other matter in question in any state or federal court in the State in which the Project is located. In connection therewith, each party agrees to submit to the jurisdiction of such court.

In the event that legal action is brought by either party against the other in the Courts (including action to enforce or interpret any aspect of this agreement), each party shall be responsible for its own legal costs. Client and Consultant agree to seek recourse only against each other as incorporated (or similar business entities) and not each other's officers, employees, directors or shareholders.

Article 13. Choice of Law

This Agreement shall be governed and construed in accordance with the laws of the State in which the

Project is located, without reference to conflicts of law principles. Each party hereto consents to the exclusive jurisdiction of the state and federal courts in the State in which the Project is located for any actions, suits or proceedings arising out of or relating to this Agreement.

Article 14. Indemnification

Subject to the limitations provided in Article 15, Consultant agrees to indemnify and hold harmless Client, its directors, officers, stockholders, employees, agents, successors and assigns from and against any and all claims, demands, causes of action, liability and costs which arise out of or result from any negligent act, omissions or willful misconduct of Consultant or Consultant's employees, agents or subcontractors in the performance of services under this Agreement; provided, however, Consultant will not be obligated to indemnify Client with respect to costs or damages to the extent such costs or damages are caused by or incurred as a result of negligence or intentional misconduct of Client or Client's subcontractors, agents or employees.

Subject to the limitations provided in Article 15, Client agrees to indemnify and hold harmless Consultant, its directors, officers, stockholders, employees, agents, successors and assigns from and against any and all claims, demands, causes of action, liability and costs which arise out of or result from any negligent act, omissions or willful misconduct of Client or Client's subcontractors, employees or agents; provided, however, Client will not be obligated to indemnify Consultant with respect to costs or damages to the extent such costs or damages are caused by or incurred as a result of negligence or intentional misconduct of Consultant or Consultant's agents, employees or subcontractors.

Article 15. Limitation of Liability

NEITHER PARTY WILL BE LIABLE FOR OR REQUIRED TO INDEMNIFY THE OTHER FOR SPECIAL OR CONSEQUENTIAL DAMAGES INCLUDING BUT NOT LIMITED TO, LOSS OF PROFITS, DELAY OR LIQUIDATED DAMAGES, LOSS OF INVESTMENT OR BUSINESS INTERRUPTION, REGARDLESS OF HOW CHARACTERIZED AND EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHICH ARISE FROM THE PERFORMANCE OF THIS AGREEMENT OR IN CONNECTION WITH THIS AGREEMENT, AND REGARDLESS OF THE FORM OF ACTION (WHETHER IN CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY OR OTHERWISE).

CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE RISKS SO, TO THE FULLEST EXTENT PERMITTED BY LAW, CONSULTANT'S LIABILITY, AND THAT OF ITS OFFICERS, DIRECTORS, EMPLOYEES, AGENTS AND SUBCONTRACTORS, ARISING OUT OF BREACH OF CONTRACT, BREACH OF WARRANTY, NEGLIGENCE OR ANY OTHER CAUSE OF ACTION, SHALL BE LIMITED TO \$100,000 OR CONSULTANT'S FEE, WHICHEVER IS GREATER.

Article 16. Insurance

Consultant shall maintain the following insurance coverage during the time it is performing services hereunder. Consultant disclaims any duty to defend Client. Client agrees that it shall not tender the defense of any claim arising out of or related to this Agreement to Consultant.

- A. Worker's Compensation:
 - of a form and in an amount as required by state law
- B. Employer's Liability:
 - \$1,000,000 each accident
 - \$1,000,000 disease, each employee
 - \$1,000,000 disease, policy limit
- C. Automobile Liability (including all owned, hired and non-owned vehicles):
 - \$1,000,000 each accident
- D. Commercial General Liability (bodily injury and property damage — combined single limit):
 - \$1,000,000 each incident
 - \$2,000,000 annual aggregate
- E. Errors and Omissions:
 - \$5,000,000 each incident
 - \$10,000,000 annual aggregate

Article 17. Review of Contractors Work

In the course of performing services under this Agreement, Consultant may be asked to review drawings, specifications, or pay applications from contractors engaged to perform work in connection with the project for which the Proposal is submitted or to observe such contractor's construction as it progresses. Any such review shall be limited to a review of the general conformance with the design concept of the project and the general compliance with information given in the contractor's documents and as may otherwise be noted by Consultant on such drawings and specifications. Such review shall in no way limit the liability of the contractor or be deemed an indication that Consultant has accepted or approved the drawings, specifications or work in any manner.

Article 18. Construction Means and Methods, Safety, and Conduct

Unless otherwise expressly stated in Consultant's Proposal, this Agreement shall not be construed as imposing upon or providing to Consultant the responsibility or authority to direct or supervise construction means, methods, techniques, sequence or procedures of construction selected by the parties or subcontractors or the safety precautions and programs incident to the work of the parties or subcontractors.

Consultant shall be responsible for providing personal protective equipment and safety training for its own employees.

Client and Consultant understand their respective obligations to provide a respectful work environment for their employees. Both parties agree that harassment on the job (unwelcome verbal, physical or other behavior that is related to sex, race, age or other protected class status) will not be tolerated and will be addressed in a timely manner and in compliance with anti-harassment laws.

Article 19. Ownership and Use of Documents and Concepts

Client acknowledges that Consultant reports, drawings, boring logs, field data, field notes, laboratory test data, calculations, estimates and other similar documents ("Records") are instruments of professional services, not products.

Consultant will retain these Records for a period of three (3) years following completion of this Project. During this time, Consultant will reasonably make available these records to the Client.

Electronic files may contain viruses which can be inadvertently transmitted. It is the sole responsibility of Client to check for viruses before loading the files, and Client is solely responsible for intercepting and disabling any viruses which could be inadvertently transmitted with the electronic files. Client hereby agrees to indemnify and hold Consultant harmless against all claims of any nature resulting from viruses transmitted with the electronic files.

Consultant shall not be responsible for any deviations, alterations, modifications or additions in the electronic data in comparison to the documents originally released by the Consultant to the Client. Consultant shall not be responsible for any reuse of the electronic data by Client or any other party for this Project, or any other project without the prior express written consent of Consultant. Client shall defend, indemnify and hold completely harmless Consultant against any claims, damages or losses arising out of any deviations, alterations, modifications or additions in the electronic data in comparison to the documents originally released by the Consultant to the Client or any reuse of the electronic data without prior express written consent of Consultant.

All documents, including the electronic files that are transferred by Consultant to Client, are Instruments of Service of Consultant created for this Project only, and are not intended to be deemed a sale of the files and data, and NO REPRESENTATION OR WARRANTY IS MADE, EITHER EXPRESS OR IMPLIED, CONCERNING THE MERCHANTABILITY OF THE FILES AND DATA OR THEIR FITNESS FOR A PARTICULAR PURPOSE.

Copies of documents that may be relied upon by Client are limited to the originally released documents that contain signatures and seals of the professional employee(s) of Consultant. Any damages resulting from deviations from such originally released and signed or sealed electronic files will be at the Client's sole risk.

Consultant is not responsible for damages arising out of the use by the Client or the Client's agents of any Consultant data or report for any purpose other than its original purpose as defined in the Proposal.

While Client agrees that any patentable or copyrightable concepts developed by Consultant as a result of this Agreement shall remain the sole and exclusive property of Consultant, Client shall retain a right, without the right to grant sublicenses under any patents or copyrights of Consultant, to use any information or recommendations generated by Consultant during the performance of this Agreement. Client shall have the right to assign such right to any party who buys from client the assets of Client relating to the information or recommendations generated by Consultant under this Agreement. Nothing in this Article 19 shall restrict Consultant from using any methods, techniques or concepts developed by it under this Agreement for its benefit or the benefit of any third party.

Article 20. Subsurface Exploration

In those situations where Consultant performs subsurface exploration, the Client, to the extent of its knowledge, will furnish to Consultant information identifying the type and location of utilities and other human-made objects beneath the surface of the Project site. Consultant will take reasonable precautions to avoid damaging these utilities or objects. Prior to penetrating the site's surface, Consultant will furnish Client a plan indicating the locations intended for penetration. Consultant will not be responsible for damages arising out of contact with unidentified subsurface utilities or objects.

Article 21. Extent of Study

Client recognizes that actual environmental or geological conditions may vary from conditions encountered at locations where Consultant makes visual observations, obtains samples or performs other explorations as part of its services under this Agreement. Consultant's failure to discover potential environmental contamination, geological conditions or other conditions through appropriate techniques does not guarantee the absence of environmental contamination, geological conditions or other conditions at a site.

Article 22. Hazardous Substances

In the event that services performed under this Agreement involve hazardous substances, as defined in 40 CFR Part 302, including hazardous waste, whether or not such involvement was known or contemplated at the time this Agreement was made or when services performed by Consultant commenced under this Agreement, the following additional terms and conditions shall apply to this Agreement.

Any and all samples collected or received by Consultant or its subcontractors on behalf of Client which contain hazardous substances including hazardous waste will be, after completion of testing and at Client's expense, either returned to Client, or using a manifest signed by Client as a generator, be transported to a location selected by Client for final disposal. Client shall pay all costs associated with the storage, transport and disposal of all such samples. Client agrees and recognizes that Consultant is acting as a bailee and at no time assumes title to any such samples or substances.

Consultant warrants that when making hazardous waste determinations on behalf of Client, Consultant will use the standard of care and diligence normally practiced by consulting firms performing similar services in the same locale. Consultant, if requested by Client, will gather bids from various hazardous waste transporters and/or treatment, storage or disposal facilities (TSDFs) that are appropriately licensed or permitted by state, federal and/or local authorities to accept the waste generated by the Client. Client acknowledges that although Consultant may gather bids from various hazardous waste transporters or TSDFs, that Client has ultimately selected such transporter or TSDF. Client understands that Consultant has not conducted regulatory compliance audits on such transporters or TSDFs nor does Consultant make any other warranties or representations other than expressly written in this paragraph related to such transporters or TSDFs. Client acknowledges that Consultant at no time assumes title to waste generated from Client's facility or site.

Client acknowledges that Consultant has no responsibility as an operator, arranger, generator, treater, storer, transporter, disposer, emitter, discharger or releaser of hazardous substances, air or water pollutants or other contaminants found or identified in conjunction with work performed hereunder.

Article 23. Third Party Rights

Except as specifically stated in this Agreement, this Agreement does not create any rights or benefits to parties other than Client and Consultant. The services provided by Consultant hereunder are for the Client only.

Article 24. Assignment

Neither party to this Agreement shall assign its duties and obligations hereunder without the prior consent of the other party except as provided in Article 4.

Article 25. Lien Notice

Consultant hereby notifies Client that persons or companies performing, furnishing or procuring labor, services, materials, plans or specifications for construction on Client's land may have lien rights on Client's land and buildings if not paid.

Article 26. Waiver

No waiver by either party of any term or condition set forth herein or the breach by the other party of any such term or condition, whether by conduct or otherwise, in any one or more instances, shall be deemed or construed as a further or continuing waiver of any such term, condition or breach or a waiver of any other term, condition or breach.

Article 27. Headings

The subject headings in this Agreement are for convenience only and are not determinative of the substance of the subject clause.

Article 28. Entire Agreement

The parties agree that this Agreement, together with proposals and attachments as referenced or incorporated herein, represents the entire and integrated agreement between the Client and Consultant and supersedes all prior communications, negotiations, representations, quotations, offers or agreements, either written or oral between the parties hereto, with respect to the subject matter hereof, and no agreement or understanding varying or extending this Agreement shall be binding upon either Party, other than by a written agreement signed by both the Client and Consultant. If additional documents represent the agreement of the parties, such documents must be itemized in Consultant's proposal. The parties agree that the provisions of these terms and conditions of this Agreement shall control over and govern as to any subsequent form or document signed by the Parties, such as Client's purchase orders, work orders, task orders, etc. and that such documents may be issued by Client to Consultant as a matter of convenience to the parties without altering any of the terms or provisions hereof.

Article 29. Severability

If any provision or part of a provision of this Agreement is declared to be invalid by any tribunal of competent jurisdiction, such part shall be deemed automatically adjusted, if possible, to conform to the requirements for validity, but if such adjustment is not possible, it shall be deemed deleted from this Agreement as though it had never been included herein. In either case, the balance of any such provision and of this Agreement shall remain in full force and effect.

Article 30. Contract Amendments

Any amendments to the Proposal or these Terms and Conditions of Agreement shall be executed by means of a written contract amendment, signed by the Client and Consultant. Changes to the Agreement will not become effective until the contract amendment has been signed by both parties. The contract amendment will document the specific changes to the Agreement along with any resulting adjustment in cost and/or schedule.

Article 31. Execution of Agreement

These Terms and Conditions of Agreement are cross referenced in Consultant's Proposal and are accepted when the Proposal is executed by the Client or when the Client authorizes Consultant to proceed with the Scope of Work. Client's representative represents that he/she is duly authorized to enter into and sign this Agreement. The parties agree that Consultant's Proposal may be executed by Client and delivered to Consultant via facsimile or other electronic means, and such facsimile or other electronic copy will constitute an original.

EXHIBIT B
Scope of Services - Construction

Terminal Apron Reconstruction - Phase II

Hector International Airport – Fargo, North Dakota

Project Understanding: This project is being completed to address the deteriorating pavement of the terminal apron originally constructed in 1985. The 2024 Pavement Condition Index (PCI) values range from 25 to 28, with the minimum required for aprons at commercial service airports being 65. Also, due to congestion caused by aircraft at Gate 5, vehicles utilizing the service road adjacent to gate 5 and equipment storage in the area, the service road will be relocated to the north. The project area is shown on the exhibit below.

The project will include demolition, earthwork, storm sewer, aggregate base, bituminous paving, PCC paving, and pavement markings. This Scope of Services is to provide construction administration (CA) and construction observation (CO) services for Phase II as shown.

It is anticipated construction of Phase II will be placed under grant with the FAA by September 30, 2026. Construction will occur over the course of a maximum of 45 days between at the contractors choosing between the spring of 2027 and August 27, 2027.

It is anticipated Phase II will be funded with a 2026 FAA AIP discretionary grant thus requiring a FAA project closeout report.



The overall scope of services is as follows:

Construction Services

1.0 Pre-Construction Conference

Consultant shall arrange for and conduct the pre-construction conference at the airport. The project manager (PM) and the resident engineer (RE) will establish this meeting to review FAA and project specific requirements prior to commencing construction. The meeting will be conducted at the Airport and will include the Owner, contractor, subcontractors, ATCT and any Airport tenants affected by construction. This task will include the following:

- Schedule meeting, send invitations, provide meeting materials, and prepare pre-meeting exhibits and materials.
- Prior to the pre-construction conference, furnish the Owner with the name of the project engineer and qualifications for Owner approval. Project Engineer means 'Engineer' as defined in Section 10 (Section 10-18) of the General Provisions.
- Provide the contractor with a list of required submittals that they must provide and discuss at the pre-construction conference.
- Preside at the pre-construction conference, prepare a detailed record of the conference, submit record to the Owner for review and comment, and distribute the final record.

2.0 Initial Construction Layout

The Consultant will coordinate initial survey work to establish construction limits, locations of barricades or construction signs, and survey controls. A subtask will include a survey crew for the level loop verification of horizontal and vertical field control.

3.0 Prepare Construction Management Plan (CMP)

The RE will obtain and review the contractor's Quality Control (QC) Plan and will then prepare the Construction Management Plan (CMP). The CMP combines data from the QC Plan with information of project responsibilities from the Owner and engineer. A preliminary copy of the CMP will be submitted to the Owner and FAA for approval. After FAA review, the CMP may be revised or issued to the contractor for use.

The Consultant will prepare a CMP that outlines the materials testing requirements, as set forth in the construction documents and contained in Federal Advisory Circular 150/5370-10H. The CMP will summarize the types and frequency of testing required for quality acceptance, in addition to the credentials of those performing the testing.

4.0 Prepare Project Files

The Consultant will verify that the construction contracts are in order, the contractor has met or made a good-faith effort toward Disadvantaged Business Enterprise (DBE) goals, the contractor has provided proof of insurance and the bonds have been completed, and the contractor has been provided with adequate copies of the construction plans.

The construction plans will be updated to include all addenda items issued during bidding. The quantity sheets, testing sheets, and construction report format will be prepared.

5.0 Grant Administration Assistance

This task shall include assisting the Owner with necessary grant application and project tracking documentation in order to make periodic draws on the grant and will include the following:

- Calculate cost summary included in the grant draw request
- Assemble supporting documentation, such as invoices, estimates, change orders, etc.
- Complete FAA Form 5100-100, Application for Federal Assistance (Construction Programs)
- Complete FAA Form SF 271, Outlay Report and Request for Reimbursement for Construction Programs
- Project Narrative and existing site photographs
- Project Information Form and Checklist
- Project Schedule
- FAA Quarterly Reports

6.0 Construction Project Management

The engineer agrees to provide management engineering services required for the execution of the contracted work. A PM will be assigned to the project and will be responsible for the overall administration and review of construction progress, as well as pay requests. The PM will review and provide comment on project compliance issues for quality control testing performed by the Contractor.

The PM will review the project on a daily basis and will make site visits to monitor construction activities and to attend construction progress meetings. These services shall include, but are not limited to, the following:

- Check construction activities to obtain compliance with plans and specifications.
- Provide interpretation of plans and specifications.
- Supervise and coordinate subconsultant contracts.
- Review shop drawings and contractor submitted certificates for compliance with design concepts and FAA requirements.
- Review all final pay estimates and explanation of variation between the contract and final quantities.
- Prepare change orders which include a cost estimate, cost/price analysis and record of negotiations. Consultant shall prepare and negotiate all necessary interpretations and clarifications, additions and deletions to change orders, and supplemental agreements as required. Consultant shall submit copies to Owner and the FAA for approval and signature before proceeding with the work. Any additional design would not be considered in the scope of this task order.
- Meet with the Owner for consultation and advice during construction.
- Schedule and send notifications for the final construction inspection, attend the final construction inspection, and make recommendations for acceptance of work.
- Verify that all testing required by the specifications is performed, and review all materials reports prepared in accordance with the Construction Management Plan.
- Update record drawings during the course of construction from redline or working drawings.

- Review payroll reports and monitor contractor's compliance with paying employees, per the Davis-Bacon Act requirements.
- Monitor contractor's compliance with Disadvantaged Business Enterprise program.

7.0 Resident Engineering

This task will include resident engineering, quality assurance testing, and construction administration for the duration of the project. A full-time resident engineer (RE) will be assigned to this project. The RE will be on-site to coordinate and schedule staff, answer questions, observe quality control activities, process progress reports and record as-built changes. Additionally, the RE will monitor compliance with plans and specifications, acquire field measurements, provide entries in the construction diary, and report non-compliance issues to Owner.

The resident engineer shall maintain a construction diary to record the construction history of the project. The diary will be made available to the Owner upon request for review during inspections or visits. The project diary should include, but not be limited to, the following information: weather conditions, job site conditions, work in progress, general location of work, equipment in use, contractors work force and hours worked, delivered materials, tests performed, failed tests (if any) and action taken, instructions to contractors, record of visitors to project and verbal or written instructions given, record of telephone conversations and any verbal instructions received or authorizations granted, engineering field force activity and hours worked, and any delays to construction and the reason for delays. The diary should be in a bound book of good quality that is easy to handle and carry.

Resident engineering services shall include, but are not limited to, the following:

- Construction survey layout shall be in accordance with "General Requirements and Covenants for Airport Construction" Section 50-06.
- Make necessary acceptance tests in accordance with the cited requirements and standard methods of FAA, ASTM, and AASHTO; record all test results on the appropriate forms; prepare a summary and disposition of all testing and materials inspection; and record all deviating tests. Consultant shall conduct materials inspections and acceptance tests required by the FAA and observe and evaluate all such tests made by the contractor in the field and laboratory as necessary in accordance with plans and specifications. Consultant shall furnish copies of all test reports to the Owner. Monitor contractor's performance of the required quality control tests. The resident engineer shall immediately bring any non-compliance issues to the attention of the contractor and Owner.
- The Resident Engineer shall notify the contractor of any failure of the work or materials to conform to the requirements of the contract, plans, or specifications. With the Owner's approval, the Resident Engineer, may reject nonconforming materials and will notify the contractor to suspend any work in question, until such issues can be resolved.
- Maintain daily records of the contractor's progress and activities during the course of construction and include progress of all work. These records will document work in progress, quality and quantity of materials delivered, test locations and results, instructions provided the contractor, weather conditions, equipment use, labor requirements, safety problems, and required changes.

- Consultant shall evaluate and determine the acceptability of substitute materials and equipment proposed by the contractor. Consultant shall evaluate the contractor's suggestions on drawing or specification modification and report those suggestions to the Owner.
- Consultant shall review contractor's weekly submitted payrolls for compliance with Federal and State law on classification and wage rates; check and submit reports on shop drawings and construction submittals; and prepare and maintain necessary records of construction progress.
- Consultant shall prepare and submit periodic estimates, including the final estimate, during the construction project. The consultant will determine the amount owed to the contractor and shall recommend those payment amounts in writing. The Consultant will submit periodic payment recommendations to the FAA for federal participation payment requests. The payment recommendations will demonstrate that work has progressed to the point indicated for payment and that, to the consultant's best knowledge, information, and belief, the quality of such work is in accordance with the contract documents. The Consultant, as an experienced and qualified professional, will make payment recommendations from information that is gathered during on-site visits, provided by the contractor, reviewed from payment applications and accompanying data and schedules, and/or measured in the field.
- Consultant shall monitor the contractor's compliance with the Construction Operations and Safety Plan and immediately bring any non-compliance issues to the attention of the contractor.
- Consultant shall establish and conduct weekly construction progress meetings with the contractor to discuss pertinent construction issues such as schedules, runway and taxiway closures, materials submittals, mix design approvals, secured area access, and the need for traffic control or gate guards.

8.0 Quality Control Surveying

- Provide horizontal and vertical control
- Periodic checks on control points
- Quality control checks on surfaces as they are being constructed
- Construction Layout per Section 50-06
- As-built survey
- Quantity surveys
- Misc surveys as requested

9.0 Final Inspection and Documentation

9.1 Final Inspection

When the project is complete and ready for final acceptance, Consultant will schedule and conduct a final inspection with the Owner, contractor, and State and FAA representatives to determine whether the project has reached substantial completion and verify that the work is in accordance with the plans and specifications. The Consultant will document items found to be deficient and will provide the contractor a listing of those items.

9.2 Final Punch List

Consultant will prepare a punch list correspondence to include the deficient items and will forward the correspondence to the contractor. It will state the items in need of correction and will request a schedule for completion. The Consultant will send a copy to the Owner. After punch list work is

complete and accepted by the Consultant and Owner, the Consultant shall prepare and submit the final cost estimate for the work to the Owner for consideration.

9.3 Final Construction Certifications

Once all the punch list items have been completed to the satisfaction of the Owner, State, and FAA, and the Consultant/Owner has received final documentation (signed final estimate, lien releases, etc.) the Consultant will prepare a Certification of Construction Acceptance for the project. This certification will also be included in the Grant Closeout Report.

9.4 Final As-Built Plans

The project team will collaboratively assemble the project as-built plans. The as-built plans will specify field constructed conditions included as part of this project. Any drawings will become record information. The consultant shall provide the Owner with reproducible "Record Drawings" in digital and hardcopy format.

Project Closeout

1.0 Federal Grant Closeout Report

Once the project is complete, a project closeout report will be prepared and assembled. The project shall be prepared in accordance with FAA Order 5100-38C, Chapter 13, Section 2 requirements. Components of the report will include a summarization of the project description, periodic draws on the grant, change orders and amendments, project certifications, documentation of final project acceptance, DBE accomplishment, reporting, and the final *Outlay and Request for Reimbursement for Construction Programs* (FAA Form SF 270 or SF 271). As part of this task, the project closeout will be coordinated with the Owner and FAA. At the project conclusion the Consultant will coordinate obtaining the required closeout documentation and expedite to the extent possible the final submittal of the Closeout Report.

2.0 Materials Book

The project team will collaboratively assemble the materials quality book for the project. The materials book will include an accounting for all quality acceptance testing performed as part of this project. This will include a summary of passing tests, as well as failing tests and corrective measures taken to in order to achieve satisfactory results.

Additional Notes:

- Proposal does not include site investigation or mitigation of any hazardous materials found during construction. If this work is found to be necessary, it shall be done under a separate agreement.

BID TABULATION
FAR Hector International Airport
Terminal Apron Reconstruction - Phase 2
AIP #3-38-0017-070-2026 M&H #2796100-190625.01

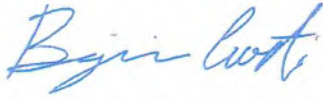
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Mead
& Hunt

					Engineer's Opinion of Construction Cost		Reede Construction, Inc.		Northern Improvement Company		KPH, Inc.		Border States Paving, Inc.	
Item	Spec	Description	Qty.	Unit	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
BASE BID														
1	C-100-1.1	CONTRACTOR QUALITY CONTROL PROGRAM (CQCP)	1	LS	\$135,000.00	\$ 135,000.00	\$ 72,000.00	\$ 72,000.00	\$ 67,000.00	\$ 67,000.00	\$ 25,000.00	\$ 25,000.00	\$ 877,000.00	\$ 877,000.00
2	C-102-5.1	EROSION CONTROL	1	LS	\$7,500.00	\$ 7,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 17,700.00	\$ 17,700.00
3	C-105-6.1	MOBILIZATION	1	LS	\$457,739.00	\$ 457,739.00	\$ 322,000.00	\$ 322,000.00	\$ 432,000.00	\$ 432,000.00	\$ 500,000.00	\$ 500,000.00	\$ 950,000.00	\$ 950,000.00
4	NS-001-01	AIRPORT SAFETY AND TRAFFIC CONTROL	1	LS	\$150,000.00	\$ 150,000.00	\$ 140,000.00	\$ 140,000.00	\$ 61,000.00	\$ 61,000.00	\$ 100,000.00	\$ 100,000.00	\$ 170,000.00	\$ 170,000.00
5	NS-002-01	MAINTENANCE AND RESTORATION OF HAUL ROADS AND STAGING AREA	1	LS	\$125,000.00	\$ 125,000.00	\$ 22,500.00	\$ 22,500.00	\$ 84,600.00	\$ 84,600.00	\$ 20,500.00	\$ 20,500.00	\$ 30,000.00	\$ 30,000.00
6	NS-003-01	SEPARATION GEOTEXTILE	12,211	SY	\$4.50	\$ 54,949.50	\$ 1.90	\$ 23,200.90	\$ 2.00	\$ 24,422.00	\$ 2.25	\$ 27,474.75	\$ 3.10	\$ 37,854.10
7	P-101-5.1	CONCRETE PAVEMENT REMOVAL, FULL DEPTH	12,303	SY	\$30.00	\$ 369,090.00	\$ 25.00	\$ 307,575.00	\$ 23.00	\$ 282,969.00	\$ 24.00	\$ 295,272.00	\$ 33.10	\$ 407,229.30
8	P-101-5.2	REMOVE DRAINAGE PIPE 24-INCHES AND GREATER, COMPLETE	350	LF	\$55.00	\$ 19,250.00	\$ 42.00	\$ 14,700.00	\$ 44.00	\$ 15,400.00	\$ 40.00	\$ 14,000.00	\$ 62.60	\$ 21,910.00
9	P-101-5.3	REMOVE DRAINAGE STRUCTURE	2	EA	\$2,200.00	\$ 4,400.00	\$ 1,575.00	\$ 3,150.00	\$ 1,650.00	\$ 3,300.00	\$ 1,500.00	\$ 3,000.00	\$ 2,470.00	\$ 4,940.00
10	P-101-5.4	REMOVE 3-WAY PLUG VALVE IN MANHOLE	5	EA	\$10,000.00	\$ 50,000.00	\$ 4,650.00	\$ 23,250.00	\$ 3,300.00	\$ 16,500.00	\$ 4,450.00	\$ 22,250.00	\$ 4,680.00	\$ 23,400.00
11	P-152-4.1	UNCLASSIFIED EXCAVATION	4,100	CY	\$25.00	\$ 102,500.00	\$ 21.25	\$ 87,125.00	\$ 21.00	\$ 86,100.00	\$ 20.50	\$ 84,050.00	\$ 23.70	\$ 97,170.00
12	P-156-8.1	CEMENT TREATED SUBGRADE, 12-INCH DEPTH	12,211	SY	\$4.00	\$ 48,844.00	\$ 3.75	\$ 45,791.25	\$ 3.80	\$ 46,401.80	\$ 3.50	\$ 42,738.50	\$ 4.80	\$ 58,612.80
13	P-156-8.2	CEMENT	171	TON	\$280.00	\$ 47,880.00	\$ 290.00	\$ 49,590.00	\$ 262.00	\$ 44,802.00	\$ 280.00	\$ 47,880.00	\$ 287.00	\$ 49,077.00
14	P-219-5.1	RECYCLED CONCRETE AGGREGATE BASE COURSE, 8-INCH DEPTH	12,211	SY	\$20.00	\$ 244,220.00	\$ 30.00	\$ 366,330.00	\$ 17.00	\$ 207,587.00	\$ 29.00	\$ 354,119.00	\$ 36.60	\$ 446,922.60
15	P-401-8.1	BITUMINOUS BASE COURSE	4,898	TON	\$150.00	\$ 734,700.00	\$ 125.00	\$ 612,250.00	\$ 140.00	\$ 685,720.00	\$ 140.00	\$ 685,720.00	\$ 120.00	\$ 587,760.00
16	P-501-8.1	PORTLAND CEMENT CONCRETE PAVEMENT, 16.5-INCH DEPTH (NON-REINFORCED)	10,265	SY	\$145.00	\$ 1,488,425.00	\$ 137.00	\$ 1,406,305.00	\$ 140.00	\$ 1,437,100.00	\$ 150.00	\$ 1,539,750.00	\$ 165.00	\$ 1,693,725.00
17	P-501-8.2	PORTLAND CEMENT CONCRETE PAVEMENT, 16.5-INCH DEPTH (REINFORCED)	2,038	SY	\$165.00	\$ 336,270.00	\$ 142.00	\$ 289,396.00	\$ 160.00	\$ 326,080.00	\$ 155.00	\$ 315,890.00	\$ 171.00	\$ 348,498.00
18	P-603-5.1	EMULSIFIED ASPHALT TACK COAT	1,300	GAL	\$4.00	\$ 5,200.00	\$ 5.00	\$ 6,500.00	\$ 2.75	\$ 3,575.00	\$ 5.50	\$ 7,150.00	\$ 4.70	\$ 6,110.00
19	P-605-5.1	JOINT SEALING FILLER, HOT APPLIED	670	LF	\$3.50	\$ 2,345.00	\$ 3.25	\$ 2,177.50	\$ 3.10	\$ 2,077.00	\$ 3.50	\$ 2,345.00	\$ 3.90	\$ 2,613.00
20	P-605-5.2	JOINT SEALING FILLER, SILICONE	9,110	LF	\$2.75	\$ 25,052.50	\$ 3.25	\$ 29,607.50	\$ 3.10	\$ 28,241.00	\$ 3.50	\$ 31,885.00	\$ 3.90	\$ 35,529.00
21	P-620-5.1	PAVEMENT MARKING REMOVAL	4,260	SF	\$30.00	\$ 127,800.00	\$ 16.00	\$ 68,160.00	\$ 16.50	\$ 70,290.00	\$ 7.00	\$ 29,820.00	\$ 18.00	\$ 76,680.00
22	P-620-5.2	PAVEMENT MARKING, YELLOW	2,086	SF	\$17.00	\$ 35,462.00	\$ 2.75	\$ 5,736.50	\$ 2.75	\$ 5,736.50	\$ 7.00	\$ 14,602.00	\$ 3.00	\$ 6,258.00
23	P-620-5.3	PAVEMENT MARKING, BLACK	2,215	SF	\$17.00	\$ 37,655.00	\$ 2.75	\$ 6,091.25	\$ 2.75	\$ 6,091.25	\$ 8.25	\$ 18,273.75	\$ 3.00	\$ 6,645.00
24	P-620-5.4	PAVEMENT MARKING, RED	1,316	SF	\$17.00	\$ 22,372.00	\$ 2.75	\$ 3,619.00	\$ 2.75	\$ 3,619.00	\$ 7.25	\$ 9,541.00	\$ 3.00	\$ 3,948.00
25	P-620-5.5	PAVEMENT MARKING, WHITE	1,906	SF	\$17.00	\$ 32,402.00	\$ 2.75	\$ 5,241.50	\$ 2.75	\$ 5,241.50	\$ 7.00	\$ 13,342.00	\$ 3.00	\$ 5,718.00
26	P-620-5.6	REFLECTIVE MEDIA	1	LS	\$5,000.00	\$ 5,000.00	\$ 1,300.00	\$ 1,300.00	\$ 1,375.00	\$ 1,375.00	\$ 11,750.00	\$ 11,750.00	\$ 1,500.00	\$ 1,500.00
27	P-620-5.7	TEMPORARY MARKINGS	681	SF	\$75.00	\$ 51,075.00	\$ 21.00	\$ 14,301.00	\$ 22.00	\$ 14,982.00	\$ 10.00	\$ 6,810.00	\$ 24.00	\$ 16,344.00
28	D-701-5.1	24-INCH CLASS V RCP, COMPLETE	175	LF	\$230.00	\$ 40,250.00	\$ 250.00	\$ 43,750.00	\$ 286.00	\$ 50,050.00	\$ 250.00	\$ 43,750.00	\$ 258.00	\$ 45,150.00
29	D-701-5.2	30-INCH CLASS V RCP, COMPLETE	150	LF	\$325.00	\$ 48,750.00	\$ 400.00	\$ 60,000.00	\$ 440.00	\$ 66,000.00	\$ 400.00	\$ 60,000.00	\$ 449.00	\$ 67,350.00
30	D-705-5.1	6-INCH PERFORATED POLYETHYLENE UNDERDRAIN PIPE - SCHEDULE 40 W/SOCK, COMPLETE	747	LF	\$85.00	\$ 63,495.00	\$ 56.00	\$ 41,832.00	\$ 60.00	\$ 44,820.00	\$ 69.00	\$ 51,543.00	\$ 54.80	\$ 40,935.60
31	D-751-5.1	60-INCH DIAMETER CATCH BASIN	1	EA	\$14,500.00	\$ 14,500.00	\$ 16,000.00	\$ 16,000.00	\$ 16,500.00	\$ 16,500.00	\$ 15,000.00	\$ 15,000.00	\$ 17,200.00	\$ 17,200.00
32	D-751-5.2	72-INCH DIAMETER CATCH BASIN	1	EA	\$17,000.00	\$ 17,000.00	\$ 23,600.00	\$ 23,600.00	\$ 24,750.00	\$ 24,750.00	\$ 22,500.00	\$ 22,500.00	\$ 28,900.00	\$ 28,900.00
33	D-751-5.3	INSTALL 10"X10"X10" TEE IN EXISTING MANHOLE	2	EA	\$10,000.00	\$ 20,000.00	\$ 7,800.00	\$ 15,600.00	\$ 8,250.00	\$ 16,500.00	\$ 7,500.00	\$ 15,000.00	\$ 30,100.00	\$ 60,200.00

BID TABULATION
FAR Hector International Airport
Terminal Apron Reconstruction - Phase 2
AIP #3-38-0017-070-2026 M&H #2796100-190625.01



					Engineer's Opinion of Construction Cost		Reede Construction, Inc.		Northern Improvement Company		KPH, Inc.		Border States Paving, Inc.	
Item	Spec	Description	Qty.	Unit	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
34	D-751-5.3	INSTALL 12"X12"X12" TEE IN EXISTING MANHOLE	2	EA	\$10,000.00	\$ 20,000.00	\$ 9,200.00	\$ 18,400.00	\$ 9,680.00	\$ 19,360.00	\$ 8,800.00	\$ 17,600.00	\$ 31,000.00	\$ 62,000.00
35	D-751-5.3	INSTALL 16"X16"X16" TEE IN EXISTING MANHOLE	1	EA	\$15,000.00	\$ 15,000.00	\$ 12,500.00	\$ 12,500.00	\$ 13,200.00	\$ 13,200.00	\$ 12,000.00	\$ 12,000.00	\$ 38,000.00	\$ 38,000.00
36	NS-004-01	INSTALL 10" GATE VALVE WITH BOX AND CONCRETE COLLAR	2	EA	\$7,500.00	\$ 15,000.00	\$ 13,000.00	\$ 26,000.00	\$ 14,300.00	\$ 28,600.00	\$ 12,300.00	\$ 24,600.00	\$ 14,600.00	\$ 29,200.00
37	NS-004-02	INSTALL 12" GATE VALVE WITH BOX AND CONCRETE COLLAR	2	EA	\$10,000.00	\$ 20,000.00	\$ 14,000.00	\$ 28,000.00	\$ 15,500.00	\$ 31,000.00	\$ 13,400.00	\$ 26,800.00	\$ 15,900.00	\$ 31,800.00
38	NS-004-03	INSTALL 16" GATE VALVE WITH BOX AND CONCRETE COLLAR	1	EA	\$16,000.00	\$ 16,000.00	\$ 25,000.00	\$ 25,000.00	\$ 27,500.00	\$ 27,500.00	\$ 24,400.00	\$ 24,400.00	\$ 30,100.00	\$ 30,100.00
39	NS-004-04	INSTALL 18" GATE VALVE WITH BOX	1	EA	\$25,000.00	\$ 25,000.00	\$ 35,000.00	\$ 35,000.00	\$ 37,125.00	\$ 37,125.00	\$ 33,750.00	\$ 33,750.00	\$ 38,600.00	\$ 38,600.00
TOTAL - BASE BID					\$	5,035,126.00	\$	4,276,079.40	\$	4,340,115.05	\$	4,575,106.00	\$	6,472,579.40
SUMMARY OF BIDS														
TOTAL - BASE BID					\$	5,035,126.00	\$	4,276,079.40	\$	4,340,115.05	\$	4,575,106.00	\$	6,472,579.40
 Project Manager's Signature 6/11/2026 Date True tabulations of bids received on: <u>6/11/2026</u> Number of bids received: <u>4</u> Bids rejected: <u>0</u> Corrections made due to mathematical errors in calculating costs.														

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6/11/2026

To the Municipal Airport Authority of Fargo,

We are writing to seek approval for the construction and use of an underground fuel tank (UST) for fuel storage as part of the hangar expansion at 1705 19th Avenue N.

Jim O'Day of O'Day Equipment has provided details regarding the benefits and purpose of an underground tank in this position. We have included his statement for reference. The underground tank system will drastically improve our operational performance while reducing the traffic of fuel trucks and improving safety.

Pending approval, the lease agreement and legal description would be modified to reflect the additional square footage. Thank you for your consideration!

Rick Berg
Hangar 19 LLP Controlling Partner
701-866-9077

Dan Malott
OMR Minority Owner
701-330-7615



Petroleum Equipment Specialists Established 1935

www.odayequipment.com
800-654-6329

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June 1, 2026

Fargo Airport Authority
3802 20th Street North
Fargo, ND 58102

RE: Hangar 19 Expansion Plan

Dear Members of the Fargo Airport Authority:

I have been working with the Hangar 19 group on a jet fuel system plan for refueling their aircraft and to be constructed along with the planned hangar expansion project. I have recommended from the start of our discussions that they build a fuel system using an underground tank (UST) for fuel storage due to the planned aircraft refueling location.

The primary causes of many releases associated with UST fuel storage systems installed decades ago have largely been addressed through advances in tank construction, secondary containment, continuous leak detection, and regulatory oversight. Today, these systems are built with double wall design and materials used, continuous leak detection and must comply with regulations for the operation and scheduled testing and state and local compliance inspection.

The proposed UST installation would utilize a double-wall storage tank along with double-wall underground piping all with continuous leak monitoring.

Modern leak detection systems continuously monitor the interstitial space between the primary and secondary walls of the tank and piping. This monitoring allows operators to identify a breach in the primary tank or piping system before fuel can migrate beyond the secondary containment system.

From an operational standpoint, the proposed UST location also offers real advantages over an aboveground tank located several hundred feet from the fueling point. The proposed design places the storage tank near the fueling dispenser utilizes a suction-type fuel transfer system. Under normal operating conditions, a loss of piping integrity will result in loss of suction and interruption of fuel delivery rather than the continued release of fuel from a pressurized underground piping system. This eliminates the environmental risks of 400 feet of pressurized underground fuel piping.

A remote aboveground tank installation can be designed safely, but will introduce additional piping, fittings, controls, leak detection equipment, and maintenance requirements. Even so, the use of buried pressurized fuel piping will have risks not association with a suction type buried fuel pipe.

The proposed system must also comply with current federal, state, and local requirements governing UST's, including spill prevention, overfill protection, secondary containment, leak detection, operator

1301 40th Street NW
PO Box 2706
Fargo, ND 58108
Ph: (701) 282-9260
Fax: (701) 281-9771

635 31st Street SE
Minot, ND 58702
Ph: (701) 852-3145
Fax: (701) 852-6058

4981 Lightning Drive
Duluth, MN 55815
Ph: (218) 729-0757
Fax: (218) 729-0273

9952 US HWY 10
Elk River, MN 55330
Ph: (763) 230-7630
Fax: (866) 823-1130

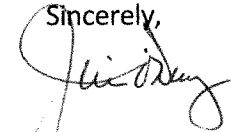
training, inspection, testing, and recordkeeping requirements. These requirements did not exist, or existed only in limited form, when many of the airport's historical underground fuel systems were installed.

The proposed UST location places the storage tank immediately adjacent to the fueling area, while the aboveground tank alternative would require approximately 400 feet of underground fuel piping between the storage tank and fueling station. Locating the tank near the point of use minimizes underground piping, reduces system complexity, eliminates the need for a long pressurized fuel line, and reduces the number of potential leak points within the fuel distribution system.

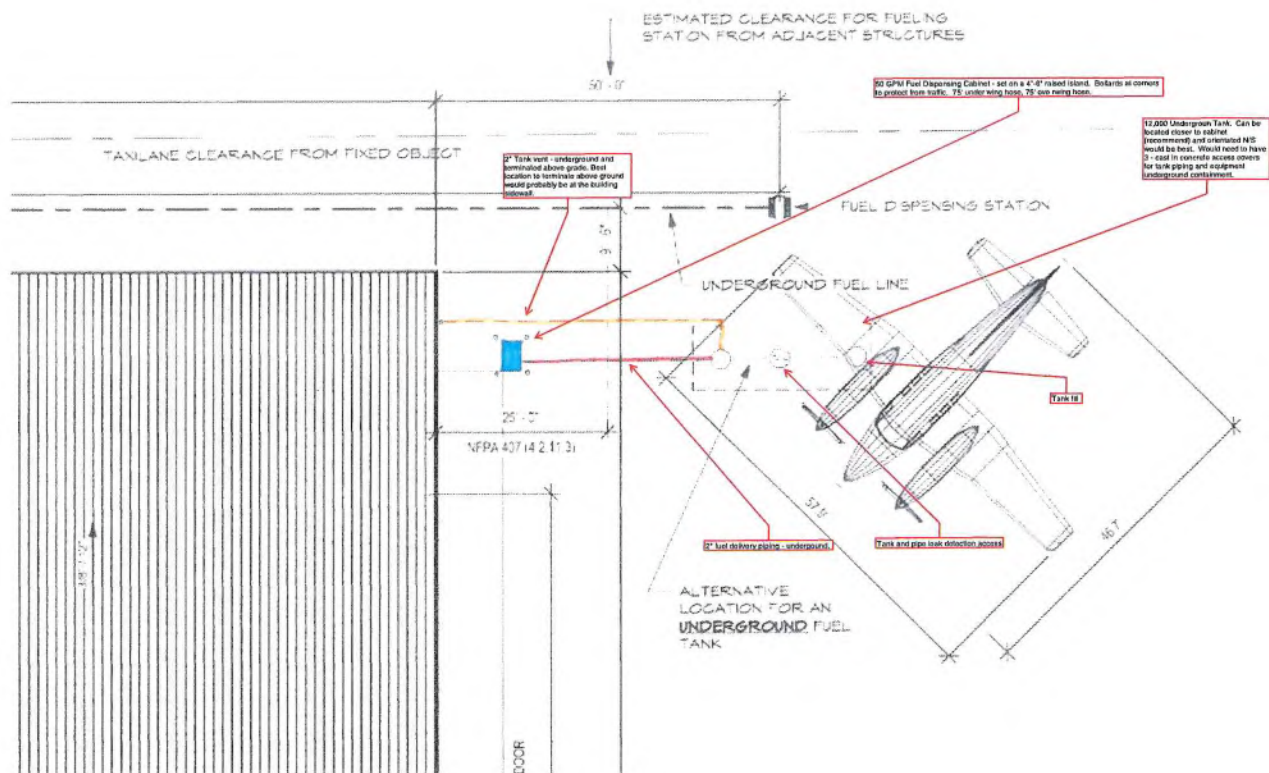
I understand the Airport's preference is to locate new storage tanks at the area where existing storage tanks are presently located. However, I have recommended from my initial discussion with the owners that an underground tank installation would be the best option. There are many operational and environmental risks that can be reduced or eliminated by placing the storage tank in close proximity to the aircraft refueling area.

I am happy to answer any questions regarding the proposed system design, construction, monitoring, and regulatory compliance requirements if needed.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim O'Day", written over a horizontal line.

Jim O'Day
O'Day Equipment, LLC
Fargo, North Dakota



Subject:

FW: MINUTES - MAA REGULAR MEETING MAY 12, 2026

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zoom

Meeting assets for Municipal Airport Authority Board Meeting are ready!

[View meeting recap](#)

Meeting summary

Quick recap

The board meeting focused on several key operational updates and decisions at Fargo Hector International Airport. Financial reports indicated the 2020 budget was on track, with parking revenue meeting March projections despite slightly lower garage occupancy due to spring weather. The board approved moving forward with a Request for Proposals (RFP) for public parking facilities, discussing potential technology improvements including license plate readers and simplified payment systems. A significant portion of the meeting addressed liquor licensing options, with the board approving a hybrid airport-specific license after removing food service requirements and clarifying transfer provisions between vendors. Terminal renovation updates showed the project remaining on schedule, including TSA office completion and seating capacity discussions with Skydyne. The board also reviewed ongoing roof repair issues at TL Stroh, discussed restaurant naming recommendations (with Barnstormer Grill receiving majority support), and addressed potential charitable gaming opportunities, though the board decided to postpone gaming decisions until after completing current RFP processes.

Next steps

- Tana and Sean: Work on the dates for the RFP for public parking facilities, with the goal of awarding it at the October 2026 board meeting.
- Brooks: Have a conversation with Walker Consultants about parking technology and relay the information.
- Stacey: Present the proposed airport-specific liquor license (with food removed and transfer clause clarified) to the Liquor Control Board on May 20.
- John: Attend the Liquor Control Board meeting on May 20 to provide support and familiarity with the issue.

- Darren, Sean, and Joan: Discuss internally the implementation of an AI tool (e.g., Zoom AI Companion, Otter, Fireflies) for taking minutes.
- Paula: Forward the name "Barnstormer Grill" to Skydyne as the board's recommendation for the pre-secure food vendor.
- Joe Casper and Spencer: Push Herzog to get their insurance representative to review the roof repair issue earlier than May 29, and report on progress at the July meeting.
- Tom: Schedule and hold two more meetings with the hotel developers (Josh Maltz and Tom Morris) to address questions and challenges, with the final RFP submittal due June 30.
- Nick: Arrange for a representative from Sioux Falls (regarding their customs facility) to attend the next board meeting.

Summary

Coffee Options and Environmental Concerns

Hector led a casual discussion about coffee options, mentioning concerns about plastic in K-cups and his switch to mushroom coffee. The conversation briefly touched on environmental concerns about microplastics before transitioning to taking meeting attendance.

Board Minutes Process Improvements

The board discussed the approval of meeting minutes and identified issues with editorializing and omissions in the current minutes. Hector suggested using AI tools like Zoom AI Companion, Otter, or Fireflies to improve accuracy in minute-taking. The board approved the minutes with a motion to address the minute-taking process in future agenda items. They also added an item to the agenda regarding AI for minutes under new business and approved the updated agenda order.

Financial and Parking Updates Meeting

The meeting covered financial updates and parking management discussions. Hannah reported that the 2000 budget is on track with KPIs listed in the financial packet, and the 2027 budget process has begun. The parking garage occupancy was lower than last month but overall parking revenue remained within budget expectations. The board discussed the upcoming RFP for parking management, with Hector suggesting they should establish measurable key performance indicators for comparison purposes, particularly in relation to the Bank of North Dakota loan repayment. The board approved the March financials and moved to discuss the RFP timeline, aiming for award by October 2026 with a January 2027 start date.

Parking System Technology Improvements

The meeting focused on discussing issues with the current parking system, particularly problems with QR codes and phone connections. Hector suggested exploring alternative technologies like license plate readers (LPR) and discussed the potential to consolidate all parking services under a single provider. The group considered reaching out to developers and consultants like Walker Consultants for insights on improving parking technology, particularly for northern climates. They

also discussed the possibility of including parking management under a comprehensive contract with the hotel provider.

RFP Compensation and Liquor Licensing

The board discussed two main topics: RFP compensation structure and airport liquor licensing. Hector explained that the RFP will include a structured compensation package with a monthly management fee and annual percentage increases over a 5-year period. Regarding the liquor license, Hector clarified that while the airport has a Class A license, vendors must apply for it, and Skydyne previously sought permission to allow patrons to walk through the airport with beverages, which was rejected. Sean, Austin, and Hector worked on drafting a hybrid airport stadium license after consulting with the auditor's office, and Paula provided useful comments on the proposed language.

Airport Liquor License Proposal

Hector presented a proposal for a new airport liquor license to be discussed at the Liquor Control Board meeting on May 20. The proposal aims to create a flexible license for the airport that allows beverage service without requiring food sales, as the current Class A license does not have food requirements. Hector plans to meet with Angie Ber prior to the meeting to discuss the steps involved. The group discussed removing references to skydiving from the proposal and considered the implications of license transferability.

Airport Liquor License Proposal Revision

The group discussed a proposed airport liquor license (N license) and decided to remove food service components from the proposal. They agreed to focus on creating a flexible beverage service license that would allow different types of beverage operations as the airport expands, rather than making the current restrictions more restrictive. The team planned to submit the revised proposal next week after making these changes and adding specific language about the airport and a transfer clause for vendors.

Liquor Board License Amendments Discussion

Hector moved to direct Stacy to present John's amendments to the Liquor Board, which included removing food requirements and clarifying the transfer clause for the license. The discussion centered around transfer provisions, with Hector expressing concerns about ensuring a smooth transition if a vendor changes, while Sean argued there was no current confusion about license ownership. The group agreed to clarify the transfer language and present it to the Liquor Board for feedback, with Hector emphasizing the need to define the specific premises as 281 32nd Avenue North.

Liquor License and Terminal Updates

Hector led a discussion about transferring liquor licenses to ensure flexibility with future vendors, emphasizing the importance of completing the process before potential changes in commission appointments. The team reviewed updates on the terminal project, which is progressing on schedule, including the completion of the TSA offices' first phase and ongoing renovations. Additional topics covered included potential changes to restroom outlets, tile flooring, checkpoint carpet cleaning methods, and exterior metal panel waviness, with further reviews and corrections planned for some items.

Facility Maintenance and Updates

Hector discussed several facility maintenance issues, including cracked tiles near the TSA area that will be replaced during the project's final phase, and concerns about the cleaning requirements for new tile surfaces. He noted that a new cleaning machine was purchased to address these needs, and emphasized the importance of following manufacturer specifications for proper maintenance. Regarding the Service Animal Relief Area (SARA room), Hector confirmed that a sign was relocated and a new trash bin would be installed by May 22nd. He also reported that after meeting with Skydiving team and consultant ICF, the seating capacity recommendations were finalized at 156 seats, an increase from the initial 92 seats proposed.

Terminal Bar and Roof Plans

Hector discussed the potential for setting up a temporary bar in the terminal during the interim period, pending liquor license approval. He expressed concerns about the current capacity plans for the airport, noting that the previous space only accommodated 80 people and that the 5-year forecast recommends 160 seats post-security, while the current plan allows for 156 seats pre and post-security. The team also discussed ongoing roof repair issues at the Skyway, with plans to have Herzog's insurance representative review the situation by May 29th. If Herzog cannot resolve the roof issues by the end of July, the airport will consider hiring another vendor to complete the work.

Airport Development and Operations Updates

The board discussed several topics including meeting minutes transcription using AI tools, restaurant naming for the pre-secure area, and updates on safety and hotel development. For meeting minutes, Paula suggested exploring AI tools like Zoom AI Companion for more accurate and searchable records, though the current system already provides transcripts. Regarding the restaurant name, Paula recommended "Barnstormer Grill" as her top choice, and the board voted in favor of this name. Tom provided an update on the proposed hotel, noting that the final RFP submission is due June 30th, and discussed the importance of maintaining industry standards for the hotel's interior and ongoing maintenance. The board also briefly touched on the possibility of charitable gaming at the airport, deciding to postpone any decisions until after completing other priorities, and agreed to invite Nick to discuss customs clearance options at the next meeting.

[View in Zoom](#)

AI can make mistakes. Review for accuracy.

Fargo Municipal Airport Authority of the City of Fargo



2027 Draft Budget

Confidential — Prepared for Board Presentation

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Budget Presentation Formats

The 2027 budget is presented in multiple formats as requested by the Board:

- Operating Summary — high-level one-page view of revenues and expenditures
- Prior Year Actuals / Budget — multi-year comparison of actuals alongside budget figures
- Prior Year Actuals / Budget with % Change — year-over-year percentage change for each line item

Revenue Highlights

Rental Fees

Determined by individual lease agreements with tenants.

Landing Rates & Terminal Rents

Determined by the Airline Cost Model, which was adapted last year to reflect updated space allocations and cost inputs. Landing rates were held flat for 2027.

Expense Highlights

Salaries

Estimated at a 4% increase over the prior year for all full-time and part-time positions.

Employee Benefits (NDPHIT)

Health, Dental, and Long-Term Disability rates increased 10% as an estimate. Actual rate increases from NDPHIT are expected within the next couple of months and will be updated upon receipt. These estimated rates were also input into the Airline Cost Model to determine terminal space charges.

Fund Notes

Fund	Notes
Capital Fund	Will be continually updated as project changes occur. At this time, additional funds will be needed in May 2027 for capital projects.
PFC Fund	Passenger Facility Charge (PFC) revenues are built off of estimated enplanements for the 2027 budget year.
Parking Fund	Includes the principal and interest payments on the outstanding debt for the Parking Ramp (Bank of ND Loan).

MUNICIPAL AIRPORT AUTHORITY OF THE CITY OF FARGO, NORTH DAKOTA

Operating Fund — Executive Summary Board Presentation | Fiscal Years 2024 – 2027

⚠ NDPHIT Insurance rates PENDING final notification — 2027 amounts are estimates

Description	Actual 2024	Actual 2025	Budget 2026	Proposed 2027	\$ Change 2026→2027	% Change 2026→2027
OPERATING REVENUE						
AIRLINE REVENUES						
Landing Fees (Scheduled Flight Fees)	\$334,000	\$367,812	\$318,000	\$404,301	\$86,301	27.1%
Terminal Rents (Building Rentals)	\$3,076,310	\$3,285,905	\$3,016,827	\$4,485,558	\$1,468,731	48.7%
ARFF & Security Reimbursements	\$1,528,013	\$1,628,284	\$2,102,427	\$2,289,141	\$186,714	8.9%
Subtotal — Airline Revenues	\$4,938,323	\$5,282,000	\$5,437,253	\$7,179,000	\$1,741,747	32.0%
NON-AIRLINE REVENUES						
Non-Scheduled Flight Fees	\$208,640	\$136,443	\$210,500	\$143,324	(\$67,176)	(31.9%)
Rental Fees — Hangars & FBO	\$875,136	\$941,732	\$938,725	\$942,465	\$3,740	0.4%
Rental Fees — Expansion Area	\$441,869	\$567,630	\$545,370	\$554,609	\$9,239	1.7%
Miscellaneous Income	\$223,105	\$687,828	\$115,500	\$289,363	\$173,863	150.5%
Subtotal — Non-Airline Revenues	\$1,748,750	\$2,333,633	\$1,810,095	\$1,929,761	\$119,666	6.6%
OTHER / PARKING REVENUE						
Parking Revenue (SP Plus — Gross)	\$6,482,326	\$6,671,918	\$9,022,535	\$9,314,897	\$292,362	3.2%
Intergovernmental / State Grants	\$22,262	-	-	-	-	N/M
Non-Operating (GASB 87 / Interest)	\$195,645	\$210,334	-	-	-	N/M
Subtotal — Other / Parking	\$6,700,233	\$6,882,252	\$9,022,535	\$9,314,897	\$292,362	3.2%
TOTAL OPERATING REVENUE	\$15,093,877	\$14,369,736	\$16,268,308	\$18,423,658	\$2,155,350	13.2%
OPERATING EXPENDITURES						
SALARIES & BENEFITS						
Salaries	\$3,020,775	\$3,256,419	\$3,777,072	\$4,251,412	\$474,340	12.6%
Employee Benefits (incl. NDPHIT — pending)	\$772,616	\$796,492	\$970,723	\$1,055,038	\$84,315	8.7%
Subtotal — Salaries & Benefits	\$3,793,391	\$4,052,910	\$4,747,795	\$5,306,450	\$558,655	11.8%
PARKING & CONTRACT MANAGEMENT						
SP Plus Parking Management Fee	\$823,250	\$1,032,225	\$1,533,831	\$1,583,532	\$49,701	3.2%
Subtotal — Parking Management	\$823,250	\$1,032,225	\$1,533,831	\$1,583,532	\$49,701	3.2%
OTHER OPERATING EXPENSES						
Other Services (Security, Accounting, Legal)	\$693,953	\$820,044	\$752,045	\$693,045	(\$59,000)	(7.8%)
Repairs & Maintenance	\$891,112	\$706,553	\$1,117,500	\$1,228,000	\$110,500	9.9%
Energy (Gas, Electric, Heating)	\$536,490	\$548,476	\$1,054,900	\$1,289,575	\$234,675	22.2%
General Supplies	\$478,559	\$365,684	\$784,875	\$791,100	\$6,225	0.8%
Technical Services	\$157,341	\$295,974	\$305,960	\$571,621	\$265,661	86.8%
Insurance	\$238,099	\$264,939	\$281,000	\$297,500	\$16,500	5.9%
Advertising & Marketing	\$248	\$794	\$415,780	\$468,780	\$53,000	12.7%
Travel & Education	\$77,389	\$88,213	\$125,900	\$134,500	\$8,600	6.8%
Utility Services	\$45,936	\$62,298	\$51,000	\$75,000	\$24,000	47.1%
Cleaning Services	\$38,216	\$39,541	\$62,500	\$70,000	\$7,500	12.0%
Communications	\$3,533	\$3,603	\$8,800	\$8,800	-	-
Equipment Rentals	\$4,351	\$302	\$15,000	\$15,000	-	-
Miscellaneous Expenses	\$248,726	\$204,962	\$281,000	\$302,500	\$21,500	7.7%
Special Assessments / Property Taxes	\$57,614	\$264,214	\$100,000	\$75,000	(\$25,000)	(25.0%)
Capital Outlay	\$7,828,798	\$6,288,415	\$639,000	\$345,500	(\$293,500)	(45.9%)
Subtotal — Other Operating	\$11,300,364	\$9,954,011	\$5,995,260	\$6,365,921	\$370,661	6.2%
Transfer Out to MM Savings (CIP Bridge)	-	-	\$4,438,423	\$5,272,755	\$834,332	18.8%
TOTAL OPERATING EXPENDITURES	\$15,917,004	\$15,039,146	\$16,715,308	\$18,528,658	\$1,813,349	10.8%
NET OPERATING REVENUE (NOI)	\$40,552,311	(\$395,639)	-	\$0	\$0	N/M
OTHER INCOME						
Interest Income & Investment Gains	\$5,052	\$2,095,870	\$5,000	\$105,000	\$100,000	2000.0%
NET REVENUE (After Other Income)	\$40,552,311	\$1,700,231	-	\$0	\$0	N/M

MUNICIPAL AIRPORT AUTHORITY OF THE CITY OF FARGO, NORTH DAKOTA

Operating Fund — Executive Summary

Board Presentation | Fiscal Years 2024 – 2027

⚠️ NDPHIT Insurance rates PENDING final notification — 2027 amounts are estimates

KEY PERFORMANCE INDICATORS

Metric	Actual 2024	Actual 2025	Budget 2026	Proposed 2027
Salaries & Benefits as % of Total Revenue	25.1%	28.2%	29.2%	28.8%
Parking Revenue (Gross) as % of Total Revenue	42.9%	46.4%	55.5%	50.6%
SP Plus Mgmt Fee as % of Parking Revenue	12.7%	15.5%	17.0%	17.0%
Airline Revenue as % of Total Revenue	32.7%	36.8%	33.4%	39.0%
Non-Airline Revenue as % of Total Revenue	11.6%	16.2%	11.1%	10.5%

⚠️ NDPHIT Insurance (Health, Dental, Long-Term Disability) rates are PENDING final NDPHIT notification —

amounts above reflect estimated increases and were also input into the Airline Cost Model to determine terminal space and landing rates (landing rates unchanged for 2027)

Municipal Airport Authority of the City of Fargo, North Dakota

Operating Fund — Actuals 2024-2025 and Budgets 2026–2027

For Board Presentation | Note: NDPHIT Insurance rates pending final NDPHIT notification

Description	Actual CY 2024	Actual CY 2025	2026 Budget	2027 Proposed Budget
OPERATING REVENUE				
Intergovernmental Revenue				
331.10 Federal Operating Grants				
331.13-05 Capital - Direct Assist. / Airport Improvement	-	-	-	-
Total 7004-331.11 Federal Operating Grants Airport	-	-	-	-
Total 7005-331.11 Federal Operating Grants Fire	-	-	-	-
Total 7006-331.11 Federal Operating Grants	-	-	-	-
Total 331.10 Federal Operating Grants	-	-	-	-
334.30 State Grants				
7004-334.30-05 State Grants / Capital Grant Assistance	22,262	-	-	-
Total 334.30 State Grants	22,262	-	-	-
Total 330 Intergovernmental Revenue	22,262	-	-	-
363.00 Rental Fees				
363.70 Rentals of Hangars & FBO				
7004-363.70-01 Rentals of Hangars & FBO / ABHN Partnership	777	932	932	932
7004-363.70-02 Rentals of Hangars & FBO / Carousel Hangar	1,455	1,746	1,746	1,746
7004-363.70-03 Rentals of Hangars & FBO / FAR North Aviation LLC	-	-	-	713
7004-363.70-06 Rentals of Hangars & FBO / West Winds Condo Assn.	2,458	2,949	2,949	2,949
7004-363.70-07 Rentals of Hangars & FBO / Fly High Condo Association	1,043	1,252	1,252	1,252
7004-363.70-08 Rentals of Hangars & FBO / Big Blue Hangar Assn.	2,078	2,493	2,493	2,493
7004-363.70-09 Rentals of Hangars & FBO / Hgr #3 Admin Office	18,203	18,567	18,939	-
7004-363.70-11 Rentals of Hangars & FBO / Fargo Air, Inc.	513	636	600	600
7004-363.70-14 Rentals of Hangars & FBO / Fargo Jet Center	552,006	564,507	562,000	562,000
7004-363.70-15 Rentals of Hangars & FBO / JP Development 3861 20th St	594	713	713	713
7004-363.70-17 Rentals of Hangars & FBO / J P Development NG Land	63,074	75,689	75,689	75,689
7004-363.70-18 Rentals of Hangars & FBO / Paul Bernabucci T Hangar	1,275	1,530	1,530	1,530
7004-363.70-23 Rentals of Hangars & FBO / Francis Butler Hangar	1,061	1,273	1,273	1,273
7004-363.70-29 Rentals of Hangars & FBO / Springer SGA Hangar	986	1,184	1,184	1,184
7004-363.70-30 Rentals of Hangars & FBO / Fargo Jet - Hangar #4	49,224	50,209	51,213	-
7004-363.70-31 Rentals of Hangars & FBO / Tom Nagle Hangar	1,733	-	2,079	-
7004-363.70-34 Rentals of Hangars & FBO / B. Ness Igloo / Hangar	869	1,042	1,042	1,042
7004-363.70-36 Rentals of Hangars & FBO / Northwest Aviation LLC	1,815	2,178	2,178	2,178
7004-363.70-37 Rentals of Hangars & FBO / ND Army National Guard	-	-	-	124,341
7004-363.70-38 Rentals of Hangars & FBO / Fargo Jet - Hangar #3	49,224	50,209	51,213	-
7004-363.70-39 Rentals of Hangars & FBO / MACO Leasing, Inc	2,223	2,668	2,668	2,668
7004-363.70-41 Rentals of Hangars & FBO / Schatz Fuel Flowage	872	900	1,100	1,011
7004-363.70-44 Rentals of Hangars & FBO / Group VI, LLC	7,793	9,352	9,352	9,352
7004-363.70-45 Rentals of Hangars & FBO / Group VI, LLC Fuel Flowage	7,184	8,060	7,500	9,056
7004-363.70-46 Rentals of Hangars & FBO / Spectrum Aeromed-Hangar#9	60,282	62,090	63,953	65,872
7004-363.70-49 Rentals of Hangars & FBO / Fargo Aircraft Maint.	20,680	18,237	23,000	23,000
7004-363.70-50 Rentals of Hangars & FBO / Fargo Aircraft Maintenance Fuel Farm Lease	146	176	176	176
7004-363.70-51 Rentals of Hangars & FBO / Jeff Johnson Hangar	1,215	1,458	1,458	1,458
7004-363.70-52 Rentals of Hangars & FBO / 380 North	4,185	5,022	5,022	5,022
7004-363.70-54 Rentals of Hangars & FBO / Flying K Properties	735	882	882	-
7004-363.70-55 Rentals of Hangars & FBO / Rydell Management Company	-	2,676	882	-
7004-363.70-56 Rentals of Hangars & FBO / KFAR Hangar, LLC	2,230	-	2,676	2,676
7004-363.70-57 Rentals of Hangars & FBO / Hangar 19, LLP	10,202	12,243	12,243	12,243
7004-363.70-58 Rentals of Hangars & FBO / RV Newman Consulting LLP	1,080	1,296	1,296	1,296
7004-363.70-59 Rentals of Hangars & FBO / Blotsky, Jim and Twylah	1,020	1,224	1,224	1,224
7004-363.70-60 Rentals of Hangars & FBO / JP Development 1631 19 AVE	1,082	689	1,299	1,299
7004-363.70-61 Rentals of Hangars & FBO / James P Roers Hangar	1,242	1,491	1,491	1,491
7004-363.70-62 Rentals of Hangars & FBO / J. Wesley Hangar 1, LLC	990	1,188	1,188	1,188
7004-363.70-63 Rentals of Hangars & FBO / FJC - South Fuel Farm	3,587	4,305	4,305	4,305
7004-363.70-64 Rental of Hangars & FBO / Magnum Electric Holdings, LLC	-	2,772	2,772	2,079
7004-363.70-65 Rental of Hangars & FBO / 4 Suns, LLLP	-	27,896	15,216	15,216
7004-363.70-66 Rental of Hangars & FBO / Dakota Air, LLC	-	-	-	1,200
Total 363.70 Rentals of Hangars & FBO	875,136	941,732	938,725	942,465
363.75 Scheduled Flight Fees				
7004-363.75-08 Scheduled Flight Fees / United Airlines	73,516	94,015	76,000	106,599
7004-363.75-10 Scheduled Flight Fees / ALLEGiant AIR	54,326	60,059	52,000	64,436
7004-363.75-12 Scheduled Flight Fees / Frontier Airlines	28,022	15,763	18,000	16,492
7004-363.75-14 Scheduled Flight Fees / American Airlines	78,613	90,688	75,000	99,226
7004-363.75-15 Scheduled Flight Fees / Delta Air Lines	99,522	107,286	97,000	117,549
Total 363.75 Scheduled Flight Fees	334,000	367,812	318,000	404,301
363.80 Non-Scheduled Flight Fees				
7004-363.80-02 Non-Scheduled Flight Fees / Others Non-Scheduled	7,850	8,586	7,500	8,000

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7004-363.80-03 Non-Scheduled Flight Fees / General Aviation Landings	37,215	38,302	38,000	40,000
7004-363.80-06 Non-Scheduled Flight Fees / Federal Express	84,119	33,017	85,000	32,641
7004-363.80-07 Non-Scheduled Flight Fees / United Parcel Service	79,456	56,539	80,000	62,683
Total 363.80 Non-Scheduled Flight Fees	208,640	136,443	210,500	143,324
363.87 Building Rentals				
7004-363.87-01 Building Rentals / Syncd AI, LLC				7,711
7004-363.87-02 Building Rentals / Airport Gift Shop	139,649	149,335	140,000	159,020
7004-363.87-10 Building Rentals / Avis Rent a Car	295,864	286,912	292,000	283,499
7004-363.87-11 Building Rentals / Budget Rent A Car	152,081	181,110	150,000	206,212
7004-363.87-12 Building Rentals / Hertz Rent A Car	439,937	446,802	430,000	407,112
7004-363.87-13 Building Rentals / National Car Rental	485,007	573,057	480,000	652,036
7004-363.87-14 Building Rentals / Enterprise Rent A Car	483,046	551,292	480,000	595,166
7004-363.87-15 Building Rentals / Turo		795	-	16,000
7004-363.87-20 Building Rentals / Sun Country Airlines		1,309	-	-
7004-363.87-25 Building Rentals / Frontier Airlines	35,509	26,969	32,500	85,536
7004-363.87-26 Building Rentals / Frontier Airlines (Jetwy)	15,700	9,800	8,000	-
7004-363.87-27 Building Rentals / The Landline Company	1,963	491	-	-
7004-363.87-31 Building Rentals / ALLEGIAN AIR	72,219	68,466	73,000	285,249
7004-363.87-32 Building Rentals / ALLEGIAN AIR (JETWAY)	18,000	18,000	18,000	-
7004-363.87-34 Building Rentals / American Airlines	95,352	98,681	93,000	345,911
7004-363.87-35 Building Rentals / American Airlines (Jetway)	36,000	36,000	36,000	-
7004-363.87-40 Building Rentals / FAA Airways Facility	17,410	17,410	17,410	18,231
7004-363.87-47 Building Rentals / NorthStar Insurance	20,852	21,483	22,135	22,799
7004-363.87-51 Building Rentals / ARINC (Aeronautical Radio)	1,873	1,910	1,911	1,949
7004-363.87-57 Building Rentals / United Airlines	100,588	109,313	102,000	374,364
7004-363.87-58 Building Rentals / United Airlines-Jetway	36,000	36,000	36,000	-
7004-363.87-59 Building Rentals / TSA - West Terminal	51,018	56,079	51,000	57,586
7004-363.87-60 Building Rentals / Roger Tidd	1,814	1,868	1,934	1,988
7004-363.87-61 Building Rentals / Jetway - Misc Airlines	3,150	3,950	3,000	4,700
7004-363.87-66 Building Rentals / Spectrum Aeromed	45,370	47,859	49,309	49,552
7004-363.87-70 Building Rentals / Delta Air Lines	157,545	155,244	160,000	486,345
7004-363.87-71 Building Rentals / Delta Air Lines (Jetway)	17,600	23,900	17,000	-
7004-363.87-72 Building Rentals / CBM-Sky Dine Service	292,588	315,669	275,000	376,216
7004-363.87-75 Building Rentals / 1954 Investment Group Inc	11,872	-	-	-
7004-363.87-81 Building Rentals / ND American Legion Aux	5,215	5,371	5,561	5,048
7004-363.87-82 Building Rentals / Meadowlark Logistics	28,148	28,997	29,876	30,772
7004-363.87-86 Building Rentals / American Legion Post #2	4,688	4,828	4,974	5,123
7004-363.87-89 Building Rentals / Gavilon Grain LLC	3,453	-	-	-
7004-363.87-91 Building Rentals / Bucks Trading Co.	6,800	7,005	7,217	7,434
Total 363.87 Building Rentals	3,076,310	3,285,905	3,016,827	4,485,558
363.90 Rental of Expansion Area				
7004-363.90-00 Rental Fees / Rental of Expansion Area	253,115	368,705	340,270	347,075
7004-363.90-01 Rental of Expansion Area / MDC Inc.	45,073	52,266	51,792	51,792
7004-363.90-02 Rental of Expansion Area / Auto-Bahn	2,370	2,844	2,370	2,370
7004-363.90-03 Rental of Expansion Area / Bernie Ness	663	663	663	663
7004-363.90-04 Rental of Expansion Area / Enterprise	605	605	605	605
7004-363.90-06 Rental of Expansion Area / Cass County	48,134	50,540	57,761	58,049
7004-363.90-07 Rental of Expansion Area / UPS	66,036	66,132	66,036	66,132
7004-363.90-08 Rental of Expansion Area / BE Airport Property	10,241	10,241	10,241	12,290
7004-363.90-09 Rental of Expansion Area / MDC Fargo 2 - Corporate Air	15,632	15,632	15,632	15,632
Total 363.90 Rental of Expansion Area	441,869	567,630	545,370	554,609
7004-363.88-01 Land Transport Facilities / SP Plus	6,482,326	6,671,918	9,022,535	9,314,897
Total 363.00 Rental Fees	11,418,281	11,971,440	14,050,382	15,845,154
364 Lease Revenue [GASB 87]				
7004-364.10-01 Lease Revenue - Building [GASB 87]	389,070	514,366	-	-
7004-364.10-02 Lease Revenue - Ground Lease [GASB 87]	408,402	332,605	-	-
7004-364.10-03 Lease Revenue - Land [GASB 87]	253,710	313,563	-	-
7004-364.10-04 Lease Revenue - Office Space [GASB 87]	129,225	140,925	-	-
7004-364.20-00 Cash/AR Clearing Account [GASB 87]	(1,245,212)	(1,429,607)	-	-
Total 364 Lease Revenue [GASB 87]	(64,805)	(128,148)	-	-
Total 360 Miscellaneous Revenue	13,124,851	11,843,292	14,050,382	15,845,154
370.00 Miscellaneous Income				
7004-370.10-00 Miscellaneous / Miscellaneous	3,674	4,141	500	500
7004-370.10-01 Miscellaneous / Employee Parking	20,610	21,240	18,000	18,000
7004-370.10-02 Miscellaneous/Landline Boarding Fees	30,992	3,677	-	-
7004-370.10-03 Miscellaneous / Advertising	57,969	61,541	55,000	64,529

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7004-370.10-04 Miscellaneous / Vending Commissions	14,384	12,890	13,000	13,000
7004-370.10-06 Miscellaneous / Reimbursements	24,457	455,373	-	5,000
7004-370.10-07 Miscellaneous / Card Key Deposits	30,485	44,215	29,000	30,000
7004-370.10-09 Miscellaneous / Reimbursement-Utilities	40,535	32,300	-	-
7004-370.10-10 Miscellaneous / TNC fees (Uber/Lyft)	-	52,452	-	158,334
Total 370.00 Miscellaneous Income	223,105	687,828	115,500	289,363
390 Transfer				
391.00 Transfer In	-	-	-	-
Total 391.00 Transfer In	-	-	-	-
395.00 Operating Revenues				
7005-395.10-00 Operating Revenues / Operating Revenues	1,176,871	1,249,408	1,507,355	1,664,315
7007-395.10-00 Operating Revenues / Operating Revenue	351,143	378,876	595,072	624,825
Total 395.00 Operating Revenues	1,528,013	1,628,284	2,102,427	2,289,141
396.00 Non Operating				
7004-396.20-00 Non-Operating / Interest Income	510	35	-	-
7004-396.40-00 Interest Revenue - Leases [GASB 87]	195,135	209,439	-	-
7004-396.80-00 Non Operating / Gain (Loss) on Asset Sold	-	860	-	-
Total 396.00 Non Operating	195,645	210,334	-	-
Total 390 Transfer	1,723,658	1,838,617	2,102,427	2,289,141
Total Operating Income	15,093,877	14,369,736	16,268,308	18,423,658
Gross Profit	15,093,877	14,369,736	16,268,308	18,423,658
Expenses	-	-	-	-
493.11 Salaries				
7004-493.11-00 Public Airport / Full Time Staff	1,554,203	1,738,828	1,800,000	2,279,194
7004-493.11-01 Full Time Staff / Full Time - Overtime	177,849	171,208	230,000	200,000
7004-493.11-02 Full Time Staff / Full Time Banked Sick	24,433	25,509	27,000	28,000
7004-493.14-00 Public Airport / Temporary/Seasonal	100,281	72,595	190,000	150,000
7004-493.14-01 Temporary/Seasonal / PartTime Seasonal OT	4,825	2,203	15,000	15,000
Total 7004-493.11 Airport	1,861,591	2,010,343	2,262,000	2,672,194
7005-493.11-00 Full-Time Staff	762,494	812,993	850,000	884,392
7005-493.11-01 Full Time Staff - Full Time - Overtime	44,625	37,896	60,000	60,000
7005-493.11-05 OT Airfield Operations	922	1,112	10,000	10,000
Total 7005-493.11 Fire	808,041	852,000	920,000	954,392
7007-493.11-00 Public Airport Full Time Staff	351,143	394,076	595,072	624,825
Total 7007-493.11 Police	351,143	394,076	595,072	624,825
Total 493.11 Salaries	3,020,775	3,256,419	3,777,072	4,251,412
493.20 Employee Benefits				
7004-493.20-01 Employee Benefits / Health Insurance	198,717	191,218	256,300	281,930
7004-493.20-03 Employee Benefits / Dental Insurance	8,821	9,065	13,200	14,520
7004-493.20-04 Employee Benefits / Long Term Disability	4,079	4,252	6,600	7,260
7004-493.20-05 Employee Benefits / Auto Allowance	1,814	1,807	2,000	2,200
7004-493.21-01 Employee Benefits / FICA 6.2%	110,418	118,860	140,244	165,676
7004-493.21-02 Employee Benefits / Medicare 1.45%	26,821	28,841	32,799	38,747
7004-493.22-04 Pension Benefits / NDPERS Pension	137,729	137,739	162,000	163,682
7004-493.24-00 Public Airport / Unemployment Compensation	551	-	10,000	11,000
7004-493.25-00 Public Airport / Workers Compensation	5,926	10,316	14,000	15,400
Total 7004-493.20 Airport	494,874	502,098	637,143	700,415
7005-493.20-01 Employee Benefits - Health Insurance	127,165	133,185	152,900	168,190
7005-493.20-03 Employee Benefits - Dental Insurance	4,127	4,282	5,500	6,050
7005-493.20-04 Employee Benefits - Long Term Disability	1,743	1,801	3,300	3,630
7005-493.21-01 Employee Benefits - FICA 6.2%	48,787	51,590	57,040	59,172
7005-493.21-02 Employee Benefits - Medicare 1.45%	11,410	12,065	13,340	13,839
7005-493.22-04 Pension Benefits - NDPERS Pension	77,655	80,905	90,000	91,092
7005-493.24-00 Public Airport/Unemployment Compensation	-	-	1,500	1,650
7005-493.25-00 Public Airport - Workers Compensation	6,854	10,565	10,000	11,000
Total 7005-493.20 Fire	277,742	294,394	333,580	354,623
Total 493.20 Employee Benefits	772,616	796,492	970,723	1,055,038
493.33 Other Services				
7004-493.28-02 Pension Expense / NDPERS Pension	385,028	119,259	-	-
7004-493.29-01 OPEB Expense / NDPERS	18,662	13,581	-	-
Total 7004-493.28 Pension Airport	403,690	132,840	-	-
7005-493.28-02 Pension Expense / NDPERS Police Pension	(1,801)	(46,485)	-	-
Total 7005-493.28 Pension Police	(1,801)	(46,485)	-	-
Total 493.28 Other Services / Pension	401,889	86,355	-	-
7004-493.33 Other Services Airport				
7004-493.33-15 Other Services / Planning Services	-	1,600	-	-

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7004-493.33-20 Other Services / Accounting Services	189,788	257,366	179,000	40,000
7004-493.33-25 Other Services / Legal Services	68,016	61,250	75,000	85,000
7004-493.33-80 Other Services / Security Services	189,921	206,489	220,000	275,000
7004-493.38-85 Other Services / Parking Management	823,250	1,032,225	1,533,831	1,583,532
7004-493.38-90 Other Services / Warranty Expense	10,203	10,203	10,203	10,203
7004-493.38-91 Other Service / Software Expense	14,842	14,842	14,842	14,842
7004-493.38-99 Other Services / Other Services	210,610	230,642	225,000	240,000
Total 7004-493.33 Other Services Airport	1,506,629	1,844,617	2,257,876	2,248,577
7005-493.38-05 Other Services - Repair Services	-	-	15,000	15,000
7005-493.38-99 Other Services - Other Services	10,434	7,652	13,000	13,000
Total 7005-493.33 Other Services Fire	10,434	7,652	28,000	28,000
7006-493.38-99 Other Services -Other Services	140	-	-	-
Total 7006-493.33 Other Services	140	-	-	-
Total 493.33 Other Services	1,517,203	1,852,269	2,285,876	2,276,577
493.41 Utility Services				
7004-493.41-05 Utility Services / Water and Sewer	45,936	62,298	51,000	75,000
Total 493.41 Utility Services	45,936	62,298	51,000	75,000
493.42 Cleaning Services				
7004-493.42-05 Cleaning Services / Custodial Services	5,280	5,280	7,500	10,000
7004-493.42-15 Cleaning Services / Garbage Pickup	18,118	18,284	20,000	25,000
7004-493.42-20 Cleaning Services / Snow Clearing	14,818	15,978	35,000	35,000
Total 493.42 Cleaning Services	38,216	39,541	62,500	70,000
493.43 Repairs & Maintenance				
7004-493.43-10 Repair and Maintenance / Building Repairs	230,914	143,295	493,500	500,000
7004-493.43-20 Repair and Maintenance / General Equipment Repair	352,396	211,639	200,000	225,000
7004-493.43-21 Repair & Maintenance / Computer Equipment Repair	-	-	3,000	3,000
7004-493.43-50 Repair and Maintenance / Maintenance Service Cont.	80,672	80,887	175,000	250,000
7004-493.43-90 Repair and Maintenance / Other Repairs	183,021	240,481	196,000	200,000
Total 7004-493.43 R&M Airport	847,003	676,300	1,067,500	1,178,000
7005-493.43-20 Repair and Maintenance - General Equipment Repair	44,109	29,239	50,000	50,000
7005-493.43-50 Repair and Maintenance / Maintenance Service Cont.	44,109	1,013	-	-
Total 7005-493.43 R&M Fire	44,109	30,252	50,000	50,000
Total 493.43 Repairs & Maintenance	891,112	706,553	1,117,500	1,228,000
493.44 Rentals				
7004-493.44-20 Rentals / Equipment & Vehicle Rent	4,351	302	15,000	15,000
Total 493.44 Rentals	4,351	302	15,000	15,000
493.52 Insurance				
7004-493.52-10 Insurance / Property Insurance	131,708	152,728	150,000	160,000
7004-493.52-20 Insurance / Automobile Liability	8,198	8,681	11,000	12,000
7004-493.52-30 Insurance / General Liability	94,198	99,289	115,000	120,000
Total 7004-493.52 Insurance Airport	234,104	260,698	276,000	292,000
7005-493.52-10 Insurance / Property Insurance	-	21	-	-
7005-493.52-20 Insurance - Automobile Liability	3,995	4,220	5,000	5,500
Total 7005-493.52 Insurance Fire	3,995	4,241	5,000	5,500
Total 493.52 Insurance	238,099	264,939	281,000	297,500
493.53 Communications				
7004-493.53-10 Communications / Regular Phone Service	2,805	2,867	3,500	3,500
7004-493.53-20 Communications / Cellular Phone Service	364	368	600	600
7004-493.53-30 Communications / Radio Systems	-	-	1,000	1,000
7004-493.53-60 Communications / Other Communications	-	-	3,000	3,000
Total 7004-493.53 Communications Airport	3,169	3,235	8,100	8,100
7005-493.53-10 Communications - Regular Phone Service	364	368	700	700
Total 7005-493.53 Communications Fire	364	368	700	700
Total 493.53 Communications	3,533	3,603	8,800	8,800
493.54 Advertising & Printing				
7004-493.54-10 Advertising / Legal Publications	29	545	2,000	2,000
7004-493.54-11 Advertising / Marketing	-	-	410,480	463,480
7004-493.54-40 Advertising / Other Communications	-	-	2,000	2,000
7004-493.55-10 Printing & Publishing / Custom Printed Forms	-	-	1,000	1,000
7004-493.55-30 Printing & Publishing / Printing, Binding, Rep.	219	249	300	300
Total 7004-493.54 A&P Airport	248	794	415,780	468,780
Total 493.54 Advertising & Printing	248	794	415,780	468,780
493.56 Travel & Education				
7004-493.56-60 In State Travel / In State Travel Expense	1,339	457	2,500	1,000
7004-493.57-60 Out of State Travel / Out of State Travel Exp	21,485	23,568	35,000	35,000
7004-493.59-10 Education / Due & Membership Instate	2,830	3,825	3,800	5,000

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7004-493.59-11 Education / Dues /Membership Outstate	23,705	29,275	30,000	30,000
7004-493.59-20 Education / Seminar & Conf. Instate	3,198	2,763	3,500	3,500
7004-493.59-21 Education / Seminar & Conf. Outstate	11,469	16,162	14,800	20,000
7004-493.59-30 Education / Reference Materials	5,021	5,454	9,000	9,000
Total 7004-493.56 Travel & Education Airport	69,047	81,504	98,600	103,500
7005-493.56-60 In State Travel - In State Travel Expense	-	326	1,500	2,000
7005-493.57-60 Out of State Travel - Out of State Travel Exp	4,642	3,939	15,000	16,000
7005-493.59-11 Education - Dues /Membership Outstate	380	265	1,500	2,000
7005-493.59-20 Education - Seminar & Conf. Instate	470	375	3,500	4,000
7005-493.59-21 Education - Seminar & Conf. Outstate	2,150	1,350	4,800	6,000
7005-493.59-30 Education / Reference Materials	700	454	1,000	1,000
Total 7005-493.56 Travel & Education Fire	8,342	6,709	27,300	31,000
Total 493.56 Travel & Education	77,389	88,213	125,900	134,500
493.61 General Supplies				
7004-493.61-10 General Supplies / Office Supplies	3,797	2,065	4,000	4,000
7004-493.61-20 General Supplies / Medical Supplies	693	448	1,800	2,000
7004-493.61-40 General Supplies / General Supplies	332,535	241,426	610,000	600,000
7004-493.61-45 General Supplies / Janitorial Supplies	111,956	106,515	135,000	150,000
7004-493.61-50 General Supplies / Postage	1,368	2,545	3,000	3,000
Total 7004-493.61 General Supplies Airport	450,349	352,999	753,800	759,000
7005-493.61-10 General Supplies - Office Supplies	460	445	1,000	1,000
7005-493.61-20 General Supplies - Medical Supplies	-	1,977	500	1,000
7005-493.61-40 General Supplies - General Supplies	25,456	9,464	27,000	27,000
7005-493.61-45 General Supplies - Janitorial Supplies	2,283	773	2,500	3,000
7005-493.61-50 General Supplies - Postage	11	26	75	100
Total 7005-493.61 General Supplies Fire	28,210	12,684	31,075	32,100
Total 493.61 General Supplies	478,559	365,684	784,875	791,100
493.62 Energy				
7004-493.62-10 Energy / Gasoline	16,314	11,560	20,000	20,000
7004-493.62-11 Energy / Diesel Fuel	50,024	45,951	110,000	110,000
7004-493.62-50 Energy / Natural Gas	56,113	77,472	195,000	243,750
7004-493.62-51 Energy / Electricity	402,713	401,231	712,500	890,625
7004-493.62-53 Energy / Heating Oil	5,675	9,093	10,000	12,000
Total 7004-493.62 Energy Airport	530,838	545,307	1,047,500	1,276,375
7005-493.62-10 Energy - Gasoline	633	394	1,000	1,800
7005-493.62-11 Energy Diesel Fuel	5,019	2,776	6,000	10,800
7005-493.62-52 Energy / Propane	-	-	400	600
Total 7005-493.62 Energy Fire	5,652	3,169	7,400	13,200
Total 493.62 Energy	536,490	548,476	1,054,900	1,289,575
493.64 Miscellaneous Expense				
493.65 Chemicals				
7004-493.65-50 Chemicals / Salt / Gravel / Salt for Roads	217,084	176,704	230,000	250,000
7004-493.65-60 Chemicals / Salt / Gravel / Gravel & Aggregate	9,651	10,941	20,000	20,000
Total 493.65 Chemicals	226,736	187,645	250,000	270,000
7004-493.64-10 Clothing / Uniforms / Clothing	11,103	11,672	13,500	15,000
Total 7004-493.64 Clothing Airport	11,103	11,672	13,500	15,000
7004-493.68-10 Miscellaneous	4,828	2,893	10,000	10,000
7005-493.64-10 Clothing - Uniforms / Clothing	5,703	2,455	7,500	7,500
Total 7005-493.64 Clothing Fire	5,703	2,455	7,500	17,500
7005-493.68-10 Miscellaneous / Miscellaneous	357	297	-	-
Total 493.64 Miscellaneous Expense	248,726	204,962	281,000	302,500
493.72 Capital Outlay				
7004-493.72-20 Buildings / Building Remodeling	-	-	50,000	50,000
7004-493.73-20 Site Improvements	-	57,685	50,000	50,000
Total 7004-493.72 Buildings/Improvements	-	57,685	100,000	100,000
7004-493.74-10 Capital Outlay / Machinery & Equipment	2,132,463	332,224	300,000	-
7004-493.74-11 Capital Outlay / Computer Equipment	-	-	2,500	2,500
7004-493.74-12 Capital Outlay / Computer Software	226	226	1,000	1,000
7004-493.74-20 Capital Outlay / Vehicles	58,308	-	55,000	55,000
7004-493.74-30 Capital Outlay / Furniture & Fixtures	-	1,450	2,500	3,000
7004-493.74-50 Capital Outlay / General Capital Outlay	107,209	6,701	100,000	100,000
Total 7004-493.74 Capital Outlay Airport	2,298,205	340,601	461,000	161,500
7004-493.75-40 Depreciation / Depreciation	5,521,109	5,859,810	-	-
7005-493.74-10 Capital Outlay / Machinery & Equipment	-	18,156	20,000	25,000
7005-493.74-11 Capital Outlay / Computer Equipment	-	3,510	3,000	4,000
7005-493.74-30 Capital Outlay / Furniture & Fixtures	9,484	8,654	5,000	5,000

Municipal Airport Authority of the City of Fargo, North Dakota

Operating Fund — Actuals 2024-2025 and Budgets 2026-2027

For Board Presentation | Note: NDPHIT Insurance rates pending final NDPHIT notification

Description	Actual CY 2024	Actual CY 2025	2026 Budget	2027 Proposed Budget
7005-493.74-50 Capital Outlay / General Capital Outlay	-	-	50,000	50,000
Total 7005-493.74 Capital Outlay Fire	9,484	30,320	78,000	84,000
Total 493.72 Capital Outlay	7,828,798	6,288,415	639,000	345,500
493.80 Special Assessments/Drain Taxes/Property Taxes				
7004-493.80-12 Special Assessments Principal	57,614	264,214	100,000	75,000
Total 493.80 Special Assessments/Drain Taxes/Property Taxes	57,614	264,214	100,000	75,000
493.90-50 Transfers				
Total 493.90-50 Transfers				
7004-493.34-10 Technical Services / Communication	18,380	8,869	28,460	20,000
7004-493.34-15 Technical Services / Computer Services	56,121	192,270	171,200	229,921
7004-493.34-20 Technical Services / Marketing / Public Relat.	9,500	12,750	20,000	213,500
7004-493.34-30 Technical Services / Payroll Services	47,612	51,077	55,000	60,000
7004-493.34-34 Technical Services / TNC Expenses		2,623	-	10,000
7004-493.34-35 Technical Services / Banking Services	1,635	1,450	2,500	3,000
Total 7004-493.34 Technical Services Airport	133,249	269,038	277,160	536,421
7005-493.34-10 Technical Services - Communication	2,508	2,589	3,200	3,200
7005-493.34-15 Technical Services - Computer Services	4,273	6,038	4,600	7,000
7005-493.34-30 Technical Services - Payroll Service	17,311	18,308	21,000	25,000
Total 7005-493.34 Technical Services Fire	24,092	26,935	28,800	35,200
9595-950.79-99 Contra Expense	(41,860,630)	(360,126)	-	-
Total 950.79 Asset Reclassification	(41,860,630)	(360,126)	-	-
Debt Payment for Bank of ND Loan	-	-	-	-
Interest Paid	79,525	-	-	-
TRANSFER OUT TO MM SAVINGS	-	-	4,438,423	5,272,755
Total for Expenditures	(25,462,212)	14,765,376	16,715,308	18,528,658
Net Operating Revenue	40,552,311	(395,639)	-	0
Other Revenue	-	-	-	-
7004-396.80-05 Gain (Loss) on Investments	430,062	50,219		-
7004-360.36-00 Interest Revenue / Interest on Airport Funds	1,766,324	2,040,840	442,000	100,000
7004-361.75-01 Pcard Rebates / PFM Pcard Rebates	5,052	4,812	5,000	5,000
Total Other Income	5,052	2,095,870	5,000	105,000
Net Revenue	40,552,311	1,700,231	-	0

Δ NDPHIT Insurance (Health, Dental, Long-Term Disability) rates are PENDING final NDPHIT notification —

amounts above reflect estimated increases and were also input into the Airline Cost Model to determine terminal space and landing rates (landing rates unchanged for 2027)

Municipal Airport Authority of the City of Fargo, North Dakota

1st Reading — Proposed 2027 Budget | Operating Fund

For Board Presentation | Note: NDPHIT Insurance rates pending final NDPHIT notification

Description	Actual 2024	% Chg	2025 Budget	Actual 2025	% Chg '25 v. '24	2026 Budget	%chg '26 budget vs. '25 actual	2027 Proposed Budget	%chg '27 budget vs. '26 budget
OPERATING REVENUE									
Intergovernmental Revenue									
331.10 Federal Operating Grants									
331.13-05 Capital - Direct Assist. / Airport Improvement	-	-	-	-	-	-	-	-	-
Total 7004-331.11 Federal Operating Grants Airport	-	(100.0%)	-	-	-	-	-	-	-
Total 7005-331.11 Federal Operating Grants Fire	-	-	-	-	-	-	-	-	-
Total 7006-331.11 Federal Operating Grants	-	-	-	-	-	-	-	-	-
Total 331.10 Federal Operating Grants	-	(100.0%)	-	-	-	-	-	-	-
334.30 State Grants									
7004-334.30-05 State Grants / Capital Grant Assistance	22,262	-	-	-	(100.0%)	-	-	-	-
Total 334.30 State Grants	22,262	-	-	-	(100.0%)	-	-	-	-
Total 330 Intergovernmental Revenue	22,262	(99.4%)	-	-	(100.0%)	-	-	-	-
363.00 Rental Fees									
363.70 Rentals of Hangars & FBO	-	-	-	-	-	-	-	-	-
7004-363.70-01 Rentals of Hangars & FBO / ABHN Partnership	777	25.0%	932	932	20.0%	932	-	932	-
7004-363.70-02 Rentals of Hangars & FBO / Carousel Hangar	1,455	25.0%	1,746	1,746	20.0%	1,746	-	1,746	-
7004-363.70-03 Rentals of Hangars & FBO / FAR North Aviation LLC	-	25.0%	-	-	-	-	-	713	-
7004-363.70-06 Rentals of Hangars & FBO / West Winds Condo Assn.	2,458	25.0%	2,949	2,949	20.0%	2,949	-	2,949	-
7004-363.70-07 Rentals of Hangars & FBO / Fly High Condo Association	1,043	25.0%	1,252	1,252	20.0%	1,252	-	1,252	-
7004-363.70-08 Rentals of Hangars & FBO / Big Blue Hangar Assn.	2,078	25.0%	2,493	2,493	20.0%	2,493	-	2,493	-
7004-363.70-09 Rentals of Hangars & FBO / Hgr #3 Admin Office	18,203	2.0%	18,567	18,567	2.0%	18,939	2.0%	-	-
7004-363.70-11 Rentals of Hangars & FBO / Fargo Air, Inc.	513	(28.3%)	1,600	636	24.0%	600	(5.6%)	600	-
7004-363.70-14 Rentals of Hangars & FBO / Fargo Jet Center	552,006	2.8%	530,000	564,507	2.3%	562,000	(0.4%)	562,000	-
7004-363.70-15 Rentals of Hangars & FBO / JP Development 3861 20th St	594	25.0%	713	713	20.0%	713	-	713	-
7004-363.70-17 Rentals of Hangars & FBO / J P Development NG Land	63,074	25.0%	75,689	75,689	20.0%	75,689	-	75,689	-
7004-363.70-18 Rentals of Hangars & FBO / Paul Bernabucci T Hangar	1,275	25.0%	1,530	1,530	20.0%	1,530	-	1,530	-
7004-363.70-23 Rentals of Hangars & FBO / Francis Butler Hangar	1,061	25.0%	1,273	1,273	20.0%	1,273	-	1,273	-
7004-363.70-29 Rentals of Hangars & FBO / Springer SGA Hangar	986	25.0%	1,184	1,184	20.0%	1,184	-	1,184	-
7004-363.70-30 Rentals of Hangars & FBO / Fargo Jet - Hangar #4	49,224	2.0%	50,209	50,209	2.0%	51,213	2.0%	-	-
7004-363.70-31 Rentals of Hangars & FBO / Tom Nagle Hangar	1,733	25.0%	2,079	-	(100.0%)	2,079	-	-	(100.0%)
7004-363.70-34 Rentals of Hangars & FBO / B. Ness Igloo / Hangar	869	25.0%	1,042	1,042	20.0%	1,042	-	1,042	-
7004-363.70-36 Rentals of Hangars & FBO / Northwest Aviation LLC	1,815	25.0%	2,178	2,178	20.0%	2,178	-	2,178	-
7004-363.70-37 Rentals of Hangars & FBO / ND Army National Guard	-	-	-	-	-	-	-	124,341	-
7004-363.70-38 Rentals of Hangars & FBO / Fargo Jet - Hangar #3	49,224	2.0%	50,209	50,209	2.0%	51,213	2.0%	-	-
7004-363.70-39 Rentals of Hangars & FBO / MACO Leasing, Inc	2,223	25.0%	2,668	2,668	20.0%	2,668	-	2,668	-
7004-363.70-41 Rentals of Hangars & FBO / Schatz Fuel Flowage	872	(24.8%)	2,000	900	3.2%	1,100	22.2%	1,011	(8.1%)
7004-363.70-44 Rentals of Hangars & FBO / Group VI, LLC	7,793	25.0%	9,352	9,352	20.0%	9,352	0.0%	9,352	-
7004-363.70-45 Rentals of Hangars & FBO / Group VI, LLC Fuel Flowage	7,184	11.9%	10,000	8,060	12.2%	7,500	(6.9%)	9,056	20.7%
7004-363.70-46 Rentals of Hangars & FBO / Spectrum Aeromd-Hangar#9	60,282	3.0%	62,090	62,090	3.0%	63,953	3.0%	65,872	-
7004-363.70-49 Rentals of Hangars & FBO / Fargo Aircraft Maint.	20,680	1.0%	13,500	18,237	(11.8%)	23,000	26.1%	23,000	-
7004-363.70-50 Rentals of Hangars & FBO / Fargo Aircraft Maintenance Fuel Farm Leas	146	25.0%	176	176	20.0%	176	-	176	-
7004-363.70-51 Rentals of Hangars & FBO / Jeff Johnson Hangar	1,215	25.0%	1,458	1,458	20.0%	1,458	-	1,458	-
7004-363.70-52 Rentals of Hangars & FBO / 380 North	4,185	25.0%	5,022	5,022	20.0%	5,022	-	5,022	-
7004-363.70-54 Rentals of Hangars & FBO / Flying K Properties	735	25.0%	882	882	20.0%	882	-	-	-
7004-363.70-55 Rentals of Hangars & FBO / Rydell Management Company	-	-	-	2,676	-	-	(100.0%)	2,676	-
7004-363.70-56 Rentals of Hangars & FBO / KFAR Hangar, LLC	2,230	25.0%	2,676	-	(100.0%)	2,676	-	-	-
7004-363.70-57 Rentals of Hangars & FBO / Hangar 19, LLP	10,202	25.0%	9,574	12,243	20.0%	12,243	-	12,243	-
7004-363.70-58 Rentals of Hangars & FBO / RV Newman Consulting LLP	1,080	25.0%	1,296	1,296	20.0%	1,296	-	1,296	-
7004-363.70-59 Rentals of Hangars & FBO / Blotsky, Jim and Twyla	1,020	25.0%	1,224	1,224	20.0%	1,224	-	1,224	-
7004-363.70-60 Rentals of Hangars & FBO / JP Development 1631 19 AVE	1,082	25.0%	1,299	689	(36.3%)	1,299	88.5%	1,299	-
7004-363.70-61 Rentals of Hangars & FBO / James P Roers Hangar	1,242	61.6%	1,153	1,491	20.0%	1,491	-	1,491	-
7004-363.70-62 Rentals of Hangars & FBO / J. Wesley Hangar 1, LLC	990	25.0%	1,188	1,188	20.0%	1,188	-	1,188	-
7004-363.70-63 Rentals of Hangars & FBO / FJC - South Fuel Farm	3,587	25.0%	4,305	4,305	20.0%	4,305	-	4,305	-
7004-363.70-64 Rental of Hangars & FBO / Group 2 (AKA Century Holdings)	-	-	-	-	-	2,079	-	-	(100.0%)
7004-363.70-64 Rental of Hangars & FBO / Magnum Electric Holdings, LLC	-	-	-	2,772	-	-	(100.0%)	2,079	-
7004-363.70-65 Rental of Hangars & FBO / 4 Suns, LLLP	-	-	-	27,896	-	15,216	(45.5%)	15,216	-
7004-363.70-66 Rental of Hangars & FBO / Dakota Air, LLC	-	-	-	-	-	-	-	1,200	-
Total 363.70 Rentals of Hangars & FBO	875,136	5.2%	875,506	941,732	7.6%	937,150	(0.5%)	942,465	0.6%
363.75 Scheduled Flight Fees									
7004-363.75-08 Scheduled Flight Fees / United Airlines	73,516	(6.4%)	78,000	94,015	27.9%	76,000	(19.2%)	106,599	40.3%
7004-363.75-10 Scheduled Flight Fees / ALLEGIAN AIR	54,326	(5.6%)	60,000	60,059	10.6%	52,000	(13.4%)	64,436	23.9%
7004-363.75-12 Scheduled Flight Fees / Frontier Airlines	28,022	96.3%	18,000	15,763	(43.7%)	18,000	14.2%	16,492	(8.4%)
7004-363.75-14 Scheduled Flight Fees / American Airlines	78,613	26.3%	60,000	90,688	15.4%	75,000	(17.3%)	99,226	32.3%
7004-363.75-15 Scheduled Flight Fees / Delta Air Lines	99,522	(0.1%)	97,000	107,286	7.8%	97,000	(9.6%)	117,549	21.2%
Total 363.75 Scheduled Flight Fees	334,000	7.0%	313,000	367,812	10.1%	318,000	(13.5%)	404,301	27.1%
363.80 Non-Scheduled Flight Fees									
7004-363.80-02 Non-Scheduled Flight Fees / Others Non-Scheduled	7,850	14.2%	4,000	8,586	9.4%	7,500	(12.6%)	8,000	6.7%
7004-363.80-03 Non-Scheduled Flight Fees / General Aviation Landings	37,215	(5.0%)	40,000	38,302	2.9%	38,000	(0.8%)	40,000	5.3%
7004-363.80-06 Non-Scheduled Flight Fees / Federal Express	84,119	(21.7%)	90,000	33,017	(60.8%)	85,000	157.4%	32,641	(61.6%)
7004-363.80-07 Non-Scheduled Flight Fees / United Parcel Service	79,456	(8.6%)	84,000	56,539	(28.8%)	80,000	41.5%	62,683	(21.6%)
Total 363.80 Non-Scheduled Flight Fees	208,640	(13.2%)	218,000	136,443	(34.8%)	210,500	54.3%	143,324	(31.9%)
363.87 Building Rentals	-	-	-	-	-	-	-	-	-

Municipal Airport Authority of the City of Fargo, North Dakota

1st Reading — Proposed 2027 Budget | Operating Fund

For Board Presentation | Note: NDPHIT Insurance rates pending final NDPHIT notification

Description	Actual 2024	% Chg	2025 Budget	Actual 2025	% Chg '25 v. '24	2026 Budget	%chg '26 budget vs. '25 actual	2027 Proposed Budget	%chg '27 budget vs. '26 budget
7004-363.87-01 Building Rentals /Synco AI, LLC	-	-	-	-	-	-	-	7,711	-
7004-363.87-02 Building Rentals / Airport Gift Shop	139,649	7.5%	128,000	149,335	6.9%	140,000	(6.3%)	159,020	13.6%
7004-363.87-10 Building Rentals / Avis Rent a Car	295,864	(0.2%)	246,000	286,912	(3.0%)	292,000	1.8%	283,499	(2.9%)
7004-363.87-11 Building Rentals / Budget Rent A Car	152,081	14.8%	122,000	181,110	19.1%	150,000	(17.2%)	206,212	37.5%
7004-363.87-12 Building Rentals / Hertz Rent A Car	439,937	(11.3%)	440,000	446,802	1.6%	430,000	(3.8%)	407,112	(5.3%)
7004-363.87-13 Building Rentals / National Car Rental	485,007	14.8%	417,000	573,057	18.2%	480,000	(16.2%)	652,036	35.8%
7004-363.87-14 Building Rentals / Enterprise Rent A Car	483,046	8.1%	430,000	551,292	14.1%	480,000	(12.9%)	595,166	24.0%
7004-363.87-15 Building Rentals / Turo	-	-	-	795	-	-	(100.0%)	16,000	-
7004-363.87-20 Building Rentals / Sun Country Airlines	-	-	-	1,309	-	-	(100.0%)	-	-
7004-363.87-25 Building Rentals / Frontier Airlines	35,509	25.4%	32,500	28,969	(24.1%)	32,500	20.5%	85,536	163.2%
7004-363.87-26 Building Rentals / Frontier Airlines (Jetway)	15,700	77.4%	14,000	9,800	(37.6%)	8,000	(18.4%)	-	(100.0%)
7004-363.87-27 Building Rentals / The Landline Company	1,963	20.0%	1,963	491	(75.0%)	-	(100.0%)	-	-
7004-363.87-31 Building Rentals / ALLEGIAN AIR	72,219	(8.9%)	80,000	68,466	(5.2%)	73,000	6.6%	285,249	280.8%
7004-363.87-32 Building Rentals / ALLEGIAN AIR (JETWAY)	18,000	-	18,000	18,000	-	18,000	-	-	(100.0%)
7004-363.87-34 Building Rentals / American Airlines	95,352	10.4%	92,500	98,681	3.5%	93,000	(5.8%)	345,911	271.9%
7004-363.87-35 Building Rentals / American Airlines (Jetway)	36,000	(0.3%)	36,000	36,000	-	36,000	-	-	(100.0%)
7004-363.87-40 Building Rentals / FAA Airways Facility	17,410	6.7%	15,960	17,410	-	17,410	-	18,231	4.7%
7004-363.87-47 Building Rentals / NorthStar Insurance	20,852	3.0%	21,483	21,483	3.0%	22,135	3.0%	22,799	3.0%
7004-363.87-51 Building Rentals / ARINC (Aeronautical Radio)	1,873	2.0%	1,900	1,910	2.0%	1,911	0.0%	1,949	2.0%
7004-363.87-57 Building Rentals / United Airlines	100,588	(6.2%)	105,000	109,313	8.7%	102,000	(6.7%)	374,364	267.0%
7004-363.87-58 Building Rentals / United Airlines-Jetway	36,000	14.5%	36,000	36,000	-	36,000	-	-	(100.0%)
7004-363.87-59 Building Rentals / TSA - West Terminal	51,018	1.7%	50,851	56,079	9.9%	51,000	(9.1%)	57,586	12.9%
7004-363.87-60 Building Rentals / Roger Tidd	1,814	3.0%	1,868	1,868	3.0%	1,934	3.5%	1,988	2.8%
7004-363.87-61 Building Rentals / Jetway - Misc Airlines	3,150	21.2%	1,000	3,950	25.4%	3,000	(24.1%)	4,700	56.7%
7004-363.87-66 Building Rentals / Spectrum Aeromed	45,370	17.5%	47,859	47,859	5.5%	49,309	3.0%	49,552	15.2%
7004-363.87-70 Building Rentals / Delta Air Lines	157,545	(1.2%)	160,000	155,244	(1.5%)	160,000	3.1%	488,345	204.0%
7004-363.87-71 Building Rentals / Delta Air Lines (Jetway)	17,600	(1.7%)	18,000	23,900	35.8%	17,000	(28.9%)	-	(100.0%)
7004-363.87-72 Building Rentals / CBM-Sky Dine Service	292,588	5.1%	290,000	315,669	7.9%	275,000	(12.9%)	376,216	36.8%
7004-363.87-75 Building Rentals / 1954 Investment Group Inc	11,872	(13.5%)	-	-	(100.0%)	-	-	-	-
7004-363.87-81 Building Rentals / ND American Legion Aux	5,215	3.0%	5,371	5,371	3.0%	5,561	3.5%	5,048	(9.2%)
7004-363.87-82 Building Rentals / Meadowlark Logistics	28,148	3.0%	29,496	28,997	3.0%	29,876	3.0%	30,772	3.0%
7004-363.87-86 Building Rentals / American Legion Post #2	4,688	3.0%	4,828	4,828	3.0%	4,974	3.0%	5,123	3.0%
7004-363.87-89 Building Rentals / Gavilon Grain LLC	3,453	(40.7%)	-	-	(100.0%)	-	-	-	-
7004-363.87-91 Building Rentals / Bucks Trading Co.	6,800	3.0%	7,005	7,005	3.0%	7,217	3.0%	7,434	3.0%
Total 363.87 Building Rentals	3,076,310	-	2,854,585	3,285,905	6.8%	3,016,827	(8.2%)	4,485,558	48.7%
363.90 Rental of Expansion Area	-	-	-	-	-	-	-	-	-
7004-363.90-00 Rental Fees / Rental of Expansion Area	253,115	(25.3%)	342,161	368,705	45.7%	340,270	(7.7%)	347,075	2.0%
7004-363.90-01 Rental of Expansion Area / MDC Inc.	45,073	3.6%	51,792	52,266	16.0%	51,792	(0.9%)	51,792	-
7004-363.90-02 Rental of Expansion Area / Auto-Bahn	2,370	-	2,370	2,844	20.0%	2,370	(16.7%)	2,370	-
7004-363.90-03 Rental of Expansion Area / Bernie Ness	663	-	663	663	-	663	-	663	-
7004-363.90-04 Rental of Expansion Area / Enterprise	605	-	605	605	-	605	-	605	-
7004-363.90-06 Rental of Expansion Area / Cass County	48,134	-	48,133	50,540	5.0%	57,761	14.3%	58,049	0.5%
7004-363.90-07 Rental of Expansion Area / UPS	66,036	8.0%	55,182	66,132	0.1%	66,036	(0.1%)	66,132	0.1%
7004-363.90-08 Rental of Expansion Area / BE Airport Property	10,241	-	10,241	10,241	-	10,241	-	12,290	20.0%
7004-363.90-09 Rental of Expansion Area / MDC Fargo 2 - Corporate Air	15,632	-	15,632	15,632	-	15,632	-	15,632	-
Total 363.90 Rental of Expansion Area	441,869	(15.2%)	526,779	567,630	28.5%	545,370	(3.9%)	554,809	1.7%
7004-363.88-01 Land Transport Facilities / SP Plus	6,482,326	0.5%	8,020,280	6,671,918	2.9%	9,022,535	35.2%	9,314,897	3.2%
Total 363.00 Rental Fees	11,418,281	0.8%	12,808,150	11,971,440	4.8%	14,050,382	17.4%	15,845,154	12.8%
364 Lease Revenue [GASB 87]	-	-	-	-	-	-	-	-	-
7004-364.10-01 Lease Revenue - Building [GASB 87]	389,070	(10.0%)	-	514,366	32.2%	-	(100.0%)	-	-
7004-364.10-02 Lease Revenue - Ground Lease [GASB 87]	408,402	6.6%	-	332,605	(18.6%)	-	(100.0%)	-	-
7004-364.10-03 Lease Revenue - Land [GASB 87]	253,710	1.4%	-	313,563	23.6%	-	(100.0%)	-	-
7004-364.10-04 Lease Revenue - Office Space [GASB 87]	129,225	(33.8%)	-	140,925	9.1%	-	(100.0%)	-	-
7004-364.20-00 Cash/AR Clearing Account [GASB 87]	(1,245,212)	(8.4%)	-	(1,429,607)	14.8%	-	(100.0%)	-	-
Total 364 Lease Revenue [GASB 87]	(64,805)	(33.7%)	-	(128,148)	97.7%	-	(100.0%)	-	-
Total 360 Miscellaneous Revenue	11,353,476	7.1%	12,808,150	11,843,292	4.3%	14,050,382	15.6%	15,845,154	12.8%
370.00 Miscellaneous Income	-	-	-	-	-	-	-	-	-
7004-370.10-00 Miscellaneous / Miscellaneous	(105)	(102.3%)	500	4,141	(4052.7%)	500	(87.9%)	500	-
7004-370.10-01 Miscellaneous / Employee Parking	20,610	(8.8%)	18,000	21,240	3.1%	18,000	(15.3%)	18,000	-
7004-370.10-02 Miscellaneous/Landline Boarding Fees	30,992	46.4%	25,000	3,677	(88.1%)	-	(100.0%)	-	-
7004-370.10-03 Miscellaneous / Advertising	57,969	9.8%	53,000	61,541	6.2%	55,000	(10.6%)	64,529	17.3%
7004-370.10-04 Miscellaneous / Vending Commissions	14,384	0.3%	13,000	12,890	(10.4%)	13,000	0.9%	13,000	-
7004-370.10-06 Miscellaneous / Reimbursements	24,457	11810.6%	-	455,373	1761.9%	-	(100.0%)	5,000	-
7004-370.10-07 Miscellaneous / Card Key Deposits	30,485	4.0%	25,000	44,215	45.0%	29,000	(34.4%)	30,000	55.2%
7004-370.10-09 Miscellaneous / Reimbursement-Utilities	40,535	4.2%	45,000	32,300	(20.3%)	-	(100.0%)	-	-
7004-370.10-10 Miscellaneous / TNC fees (Uber/Lyft)	-	-	-	52,452	-	-	(100.0%)	158,334	-
Total 370.00 Miscellaneous Income	219,327	19.3%	179,500	687,828	213.6%	115,500	(83.2%)	289,363	150.5%
390 Transfer	-	-	-	-	-	-	-	-	-
391.00 Transfer In	-	-	-	-	-	-	-	-	-
Total 391.00 Transfer In	-	-	-	-	-	-	-	-	-

Municipal Airport Authority of the City of Fargo, North Dakota

1st Reading — Proposed 2027 Budget | Operating Fund

For Board Presentation | Note: NDPHIT Insurance rates pending final NDPHIT notification

Description	Actual 2024	% Chg	2025 Budget	Actual 2025	% Chg '25 v. '24	2026 Budget	%chg '26 budget vs. '25 actual	2027 Proposed Budget	%chg '27 budget vs. '26 budget
395.00 Operating Revenues	-	-	-	-	-	-	-	-	-
7005-395,10-00 Operating Revenues / Operating Revenues	1,176,871	(12.1%)	1,450,700	1,249,408	6.2%	1,507,355	20.6%	1,664,315	10.4%
7007-395,10-00 Operating Revenues / Operating Revenue	351,143	(8.4%)	515,126	378,876	7.9%	595,072	57.1%	624,825	5.0%
Total 395.00 Operating Revenues	1,528,013	(11.3%)	1,965,826	1,628,284	6.6%	2,102,427	29.1%	2,289,141	8.9%
396.00 Non Operating	-	-	-	-	-	-	-	-	-
7004-396,20-00 Non-Operating / Interest Income	510	(89.0%)	-	35	(93.2%)	-	(100.0%)	-	-
7004-396,40-00 Interest Revenue - Leases [GASB 87]	195,135	(2.3%)	-	209,439	7.3%	-	(100.0%)	-	-
7004-396,80-00 Non Operating / Gain (Loss) on Asset Sold	-	(100.0%)	-	860	-	-	(100.0%)	-	-
Total 396.00 Non Operating	195,645	(13.5%)	-	210,334	7.5%	-	(100.0%)	-	-
Total 390 Transfer	1,723,658	(11.6%)	1,965,826	1,838,617	6.7%	2,102,427	14.3%	2,289,141	8.8%
Total Operating Income	15,093,877	(18.0%)	14,369,736	14,369,736	(4.8%)	16,268,308	13.2%	18,423,658	14.0%
Gross Profit	15,093,877	(18.0%)	14,369,736	14,369,736	(4.8%)	16,268,308	13.2%	18,423,658	14.0%
Expenses	-	-	-	-	-	-	-	-	-
493.11 Salaries	-	-	-	-	-	-	-	-	-
7004-493,11-00 Public Airport / Full Time Staff	1,554,203	13.3%	2,007,517	1,738,828	11.9%	1,800,000	3.5%	2,279,194	26.6%
7004-493,11-01 Full Time Staff / Full Time - Overtime	177,849	(10.8%)	240,000	171,208	(3.7%)	230,000	34.3%	200,000	(13.0%)
7004-493,11-02 Full Time Staff / Full Time Banked Sick	24,433	12.1%	27,000	25,509	4.4%	27,000	5.8%	28,000	3.7%
7004-493,14-00 Public Airport / Temporary/Seasonal	100,281	14.3%	140,000	72,595	(27.6%)	190,000	161.7%	150,000	(21.1%)
7004-493,14-01 Temporary/Seasonal / Part/Time Seasonal OT	4,825	(44.9%)	16,000	2,203	(54.3%)	15,000	581.0%	15,000	-
Total 7004-493.11 Airport	1,861,591	10.2%	2,430,517	2,010,343	8.0%	2,262,000	12.5%	2,672,194	18.1%
7005-493,11-00 Full-Time Staff	762,494	2.1%	785,500	812,993	6.6%	850,000	4.6%	884,392	4.0%
7005-493,11-01 Full Time Staff - Full Time - Overtime	44,625	(11.4%)	60,000	37,898	(15.1%)	60,000	58.3%	60,000	-
7005-493,11-05 OT Airfield Operations	922	(87.1%)	10,000	1,112	20.5%	10,000	799.5%	10,000	-
Total 7005-493.11 Fire	808,041	0.4%	855,500	852,000	5.4%	920,000	8.0%	954,392	3.7%
7007-493,11-00 Public Airport Full Time Staff	351,143	(5.6%)	515,126	394,076	12.2%	595,072	51.0%	624,825	5.0%
Total 7007-493.11 Police	351,143	(5.6%)	515,126	394,076	12.2%	595,072	51.0%	624,825	5.0%
Total 493.11 Salaries	3,020,775	5.4%	3,801,143	3,256,419	7.8%	3,777,072	15.0%	4,251,412	12.6%
493.20 Employee Benefits	-	-	-	-	-	-	-	-	-
7004-493,20-01 Employee Benefits / Health Insurance	198,717	41.2%	233,000	191,218	(3.8%)	256,300	34.0%	281,930	10.0%
7004-493,20-03 Employee Benefits / Dental Insurance	8,821	7.6%	12,000	9,065	2.8%	13,200	45.6%	14,520	10.0%
7004-493,20-04 Employee Benefits / Long Term Disability	4,079	(1.6%)	6,000	4,252	4.2%	6,600	55.2%	7,260	10.0%
7004-493,20-05 Employee Benefits / Auto Allowance	1,814	(1.1%)	2,000	1,807	(0.4%)	2,000	10.7%	2,200	10.0%
7004-493,21-01 Employee Benefits / FICA 6.2%	110,418	12.1%	127,345	118,860	7.6%	140,244	18.0%	165,676	18.1%
7004-493,21-02 Employee Benefits / Medicare 1.45%	26,821	11.6%	32,000	28,841	7.5%	32,799	13.7%	38,747	18.1%
7004-493,22-04 Pension Benefits / NDPERS Pension	137,729	27.7%	145,000	137,739	0.0%	162,000	17.6%	163,682	1.0%
7004-493,24-00 Public Airport / Unemployment Compensation	551	(0.0%)	10,000	-	(100.0%)	10,000	-	11,000	10.0%
7004-493,25-00 Public Airport / Workers Compensation	5,926	(54.6%)	14,000	10,316	74.1%	14,000	35.7%	15,400	10.0%
Total 7004-493.20 Airport	494,874	24.1%	581,345	502,098	1.5%	637,143	28.9%	700,415	9.9%
7005-493,20-01 Employee Benefits - Health Insurance	127,165	15.2%	139,000	133,185	4.7%	152,900	14.8%	168,190	10.0%
7005-493,20-03 Employee Benefits - Dental Insurance	4,127	(1.8%)	5,000	4,282	3.8%	5,500	28.4%	6,050	10.0%
7005-493,20-04 Employee Benefits - Long Term Disability	1,743	(2.5%)	3,000	1,801	3.4%	3,300	83.2%	3,630	10.0%
7005-493,21-01 Employee Benefits - FICA 6.2%	48,787	(2.2%)	49,000	51,590	5.7%	57,040	10.6%	59,172	3.7%
7005-493,21-02 Employee Benefits - Medicare 1.45%	11,410	(2.4%)	12,000	12,065	5.7%	13,340	10.6%	13,839	3.7%
7005-493,22-04 Pension Benefits - NDPERS Pension	77,655	12.4%	80,000	80,905	4.2%	90,000	11.2%	91,092	1.2%
7005-493,24-00 Public Airport/Unemployment Compensation	-	-	1,500	-	-	1,500	-	1,650	10.0%
7005-493,25-00 Public Airport - Workers Compensation	6,854	(60.8%)	20,000	10,565	54.1%	10,000	(5.4%)	11,000	10.0%
Total 7005-493.20 Fire	277,742	5.0%	309,500	294,394	6.0%	333,580	13.3%	354,623	6.3%
Total 493.20 Employee Benefits	772,616	16.5%	890,845	796,492	3.1%	970,723	21.9%	1,055,038	8.7%
493.33 Other Services	-	-	-	-	-	-	-	-	-
7004-493,28-02 Pension Expense / NDPERS Pension	385,028	(15.4%)	-	119,259	(69.0%)	-	(100.0%)	-	-
7004-493,28-01 OPEB Expense / NDPERS	18,662	(2.1%)	-	13,581	(27.2%)	-	(100.0%)	-	-
Total 7004-493.28 Pension Airport	403,690	(14.9%)	-	132,840	(67.1%)	-	(100.0%)	-	-
7005-493,28-02 Pension Expense / NDPERS Police Pension	(1,801)	(108.1%)	-	(46,485)	2481.1%	-	(100.0%)	-	-
Total 7005-493.28 Pension Police	(1,801)	(108.1%)	-	(46,485)	2481.1%	-	(100.0%)	-	-
Total 493.28 Other Services / Pension	401,889	(19.0%)	-	86,355	(78.5%)	-	(100.0%)	-	-
7004-493.33 Other Services Airport	-	-	-	-	-	-	-	-	-
7004-493,33-05 Other Services / Engineering Services	-	(100.0%)	25,000	-	-	-	-	-	-
7004-493,33-06 Other Services / Quality Testing	-	-	2,500	-	-	-	-	-	-
7004-493,33-10 Other Services / Architectural Services	-	-	25,000	-	-	-	-	-	-
7004-493,33-15 Other Services / Planning Services	-	-	-	1,600	-	-	(100.0%)	-	-
7004-493,33-20 Other Services / Accounting Services	189,788	154.7%	232,400	287,366	51.4%	179,000	(37.7%)	40,000	(77.7%)
7004-493,33-25 Other Services / Legal Services	68,016	(9.3%)	78,000	61,250	(9.9%)	75,000	22.4%	85,000	13.3%
7004-493,33-80 Other Services / Security Services	189,921	(2.9%)	500,000	206,489	8.7%	220,000	6.5%	275,000	25.0%
7004-493,38-85 Other Services / Parking Management	623,250	(0.1%)	1,381,024	1,032,225	25.4%	1,533,831	48.6%	1,583,532	3.2%
7004-493,38-90 Other Services / Warranty Expense	10,203	-	10,203	10,203	-	10,203	-	10,203	-
7004-493,38-91 Other Service / Software Expense	14,842	(0.1%)	14,842	14,842	-	14,842	-	14,842	-
7004-493,38-99 Other Services / Other Services	210,610	(16.4%)	210,000	230,642	9.5%	225,000	(2.4%)	240,000	6.7%
Total 7004-493.33 Other Services Airport	1,506,629	3.9%	2,478,969	1,844,617	22.4%	2,257,876	22.4%	2,248,577	(0.4%)
7005-493,38-05 Other Services - Repair Services	-	-	30,000	-	-	15,000	-	15,000	-
7005-493,38-99 Other Services - Other Services	10,434	10.9%	15,000	7,652	(26.7%)	13,000	69.9%	13,000	-

Municipal Airport Authority of the City of Fargo, North Dakota

1st Reading — Proposed 2027 Budget | Operating Fund

For Board Presentation | Note: NDPHIT Insurance rates pending final NDPHIT notification

Description	Actual 2024	% Chg	2025 Budget	Actual 2025	% Chg '25 v. '24	2026 Budget	% Chg '26 budget vs. '25 actual	2027 Proposed Budget	% Chg '27 budget vs. '26 budget
Total 7005-493.33 Other Services Fire	10,434	10.9%	45,000	7,652	(26.7%)	28,000	265.9%	28,000	-
7006-493.38-99 Other Services -Other Services	140	-	-	-	(100.0%)	-	-	-	-
Total 7006-493.33 Other Services	140	-	-	-	(100.0%)	-	-	-	-
Total 493.33 Other Services	1,517,203	4.0%	2,523,969	1,852,269	22.1%	2,285,870	23.4%	2,276,577	(0.4%)
493.41 Utility Services									
7004-493.41-05 Utility Services / Water and Sewer	45,936	10.7%	46,000	62,298	35.6%	51,000	(18.1%)	75,000	47.1%
Total 493.41 Utility Services	45,936	10.7%	46,000	62,298	35.6%	51,000	(18.1%)	75,000	47.1%
493.42 Cleaning Services									
7004-493.42-05 Cleaning Services / Custodial Services	5,280	(3.6%)	7,500	5,280	-	7,500	42.0%	10,000	33.3%
7004-493.42-15 Cleaning Services / Garbage Pickup	18,118	10.2%	16,000	18,284	0.9%	20,000	9.4%	25,000	25.0%
7004-493.42-20 Cleaning Services / Snow Clearing	14,818	(41.4%)	65,000	15,978	7.8%	35,000	119.1%	35,000	-
Total 493.42 Cleaning Services	38,216	(19.1%)	88,500	39,541	3.5%	62,500	58.1%	70,000	12.0%
493.43 Repairs & Maintenance									
7004-493.43-10 Repair and Maintenance / Building Repairs	230,914	-	241,000	143,295	(37.9%)	493,500	244.4%	500,000	1.3%
7004-493.43-20 Repair and Maintenance / General Equipment Repair	352,386	-	160,000	211,639	(39.9%)	200,000	(5.5%)	225,000	12.5%
7004-493.43-21 Repair & Maintenance / Computer Equipment Repair	-	-	3,000	-	-	3,000	-	3,000	-
7004-493.43-50 Repair and Maintenance / Maintenance Service Cont.	80,672	(7.8%)	120,000	80,887	0.3%	175,000	116.4%	250,000	42.9%
7004-493.43-90 Repair and Maintenance / Other Repairs	183,021	31.5%	180,000	240,481	31.4%	196,000	(18.5%)	200,000	2.0%
Total 7004-493.43 R&M Airport	847,003	(34.6%)	704,000	678,300	(20.2%)	1,067,500	57.8%	1,178,000	10.4%
7005-493.43-20 Repair and Maintenance - General Equipment Repair	44,109	(0.5%)	64,000	29,239	(33.7%)	50,000	71.0%	50,000	-
7005-493.43-50 Repair and Maintenance / Maintenance Service Cont.	-	-	-	1,013	-	-	(100.0%)	-	-
Total 7005-493.43 R&M Fire	44,109	(0.5%)	64,000	30,252	(31.4%)	50,000	65.3%	50,000	-
Total 493.43 Repairs & Maintenance	891,112	(33.5%)	768,000	708,553	(20.7%)	1,117,500	58.2%	1,228,000	9.9%
493.44 Rentals									
7004-493.44-20 Rentals / Equipment & Vehicle Rent	4,351	(85.8%)	22,500	302	(93.1%)	15,000	4866.1%	15,000	-
Total 493.44 Rentals	4,351	(85.8%)	22,500	302	(93.1%)	15,000	4866.1%	15,000	-
493.52 Insurance									
7004-493.52-10 Insurance / Property Insurance	131,708	95.5%	110,000	152,728	16.0%	150,000	(1.8%)	160,000	6.7%
7004-493.52-20 Insurance / Automobile Liability	8,198	23.0%	12,000	8,681	5.9%	11,000	26.7%	12,000	9.1%
7004-493.52-30 Insurance / General Liability	94,188	8.7%	100,000	99,289	5.4%	115,000	15.8%	120,000	4.3%
Total 7004-493.52 Insurance Airport	234,104	45.7%	222,000	260,698	11.4%	276,000	5.9%	292,000	5.8%
7005-493.52-10 Insurance / Property Insurance	21	-	-	21	-	-	(100.0%)	-	-
7005-493.52-20 Insurance - Automobile Liability	3,995	14.1%	4,500	4,220	5.6%	5,000	18.5%	5,500	10.0%
Total 7005-493.52 Insurance Fire	3,995	14.1%	4,500	4,241	6.2%	5,000	17.9%	5,500	10.0%
Total 493.52 Insurance	238,099	45.0%	226,500	264,939	11.3%	281,000	6.1%	297,500	5.9%
493.53 Communications									
7004-493.53-10 Communications / Regular Phone Service	2,805	0.7%	3,200	2,867	2.2%	3,500	22.1%	3,500	-
7004-493.53-20 Communications / Cellular Phone Service	364	17.9%	1,000	368	1.1%	600	63.0%	600	-
7004-493.53-30 Communications / Radio Systems	-	-	1,000	-	-	1,000	-	1,000	-
7004-493.53-60 Communications / Other Communications	-	-	3,000	-	-	3,000	-	3,000	-
Total 7004-493.53 Communications Airport	3,169	2.4%	8,200	3,235	2.1%	8,100	150.4%	8,100	-
7005-493.53-10 Communications - Regular Phone Service	364	17.9%	1,500	368	0.9%	700	90.5%	700	(100.0%)
Total 7005-493.53 Communications Fire	364	17.9%	1,500	368	0.9%	700	90.5%	700	-
Total 493.53 Communications	3,533	3.8%	9,700	3,603	2.0%	8,800	144.3%	8,800	-
493.54 Advertising & Printing									
7004-493.54-10 Advertising / Legal Publications	29	(95.3%)	2,000	545	1787.1%	2,000	267.0%	2,000	-
7004-493.54-11 Advertising / Marketing	-	-	-	-	-	410,480	-	463,480	12.9%
7004-493.54-40 Advertising / Other Communications	-	-	2,000	-	-	2,000	-	2,000	-
7004-493.55-10 Printing & Publishing / Custom Printed Forms	-	(100.0%)	1,000	-	-	1,000	-	1,000	-
7004-493.55-30 Printing & Publishing / Printing, Binding, Rep.	219	-	300	249	13.8%	300	20.5%	300	-
Total 7004-493.54 A&P Airport	248	(69.9%)	5,300	794	220.6%	415,780	52265.9%	468,780	12.7%
Total 493.54 Advertising & Printing	248	(69.9%)	5,300	794	220.6%	415,780	52265.9%	468,780	12.7%
493.56 Travel & Education									
7004-493.56-60 In State Travel / In State Travel Expense	1,339	(24.8%)	2,500	457	(65.8%)	2,500	446.5%	1,000	(60.0%)
7004-493.57-60 Out of State Travel / Out of State Travel Exp	21,485	(7.2%)	35,000	23,568	9.7%	35,000	48.5%	35,000	-
7004-493.59-10 Education / Due & Membership Instate	2,830	5.8%	3,800	3,825	35.2%	3,800	(0.7%)	5,000	31.6%
7004-493.59-11 Education / Dues /Membership Outstate	23,705	280.5%	25,000	29,275	23.5%	30,000	2.5%	30,000	-
7004-493.59-20 Education / Seminar & Conf. Instate	3,198	10.8%	3,500	2,763	(13.6%)	3,500	26.7%	3,500	-
7004-493.59-21 Education / Seminar & Conf. Outstate	11,469	(3.5%)	14,800	16,162	(8.4%)	14,800	(0.0%)	20,000	35.1%
7004-493.59-30 Education / Reference Materials	5,021	(45.0%)	9,000	5,454	8.6%	9,000	65.0%	9,000	-
Total 7004-493.56 Travel & Education Airport	69,047	19.6%	93,600	81,504	18.0%	415,780	410.1%	468,780	12.7%
7005-493.56-60 In State Travel - In State Travel Expense	-	-	1,500	326	-	1,500	360.3%	2,000	33.3%
7005-493.57-60 Out of State Travel - Out of State Travel Exp	4,642	(57.6%)	15,000	3,939	(15.2%)	15,000	280.8%	16,000	6.7%
7005-493.59-11 Education - Dues /Membership Outstate	380	94.9%	1,500	265	(30.3%)	1,500	466.0%	2,000	33.3%
7005-493.59-20 Education - Seminar & Conf. Instate	470	(87.1%)	4,000	375	(20.2%)	3,500	833.3%	4,000	14.3%
7005-493.59-21 Education - Seminar & Conf. Outstate	2,150	(43.4%)	4,800	1,350	(37.2%)	4,800	255.6%	6,000	25.0%
7005-493.59-30 Education / Reference Materials	700	-	1,500	454	(35.1%)	1,000	120.3%	1,000	-
Total 7005-493.56 Travel & Education Fire	8,342	(55.1%)	28,300	6,709	(19.6%)	27,300	306.9%	31,000	13.6%
Total 493.56 Travel & Education	77,389	1.4%	121,900	88,213	14.0%	443,080	42.7%	499,780	6.8%
493.61 General Supplies									
7004-493.61-10 General Supplies / Office Supplies	3,797	26.9%	3,700	2,065	(45.6%)	4,000	93.7%	4,000	-
7004-493.61-20 General Supplies / Medical Supplies	693	(61.8%)	2,000	448	(35.4%)	1,800	302.0%	2,000	11.1%
7004-493.61-40 General Supplies / General Supplies	332,535	(38.4%)	620,000	241,426	(27.4%)	610,000	152.7%	600,000	(1.6%)

Municipal Airport Authority of the City of Fargo, North Dakota

1st Reading — Proposed 2027 Budget | Operating Fund

For Board Presentation | Note: NDPHIT Insurance rates pending final NDPHIT notification

Description	Actual 2024	% Chg	2025 Budget	Actual 2025	% Chg '25 v. '24	2026 Budget	%chg '26 budget vs. '25 actual	2027 Proposed Budget	%chg '27 budget vs. '26 budget
7004-493.61-45 General Supplies / Janitorial Supplies	111,956	9.3%	134,000	106,515	(4.9%)	135,000	26.7%	150,000	11.1%
7004-493.61-50 General Supplies / Postage	1,368	(49.2%)	3,000	2,545	86.0%	3,000	17.9%	3,000	-
Total 7004-493.61 General Supplies Airport	450,349	(30.7%)	762,700	352,999	(21.6%)	753,800	113.5%	759,000	0.7%
7005-493.61-10 General Supplies - Office Supplies	480	(22.8%)	1,200	445	(3.2%)	1,000	124.7%	1,000	-
7005-493.61-20 General Supplies - Medical Supplies	-	-	500	1,977	-	500	(74.7%)	1,000	100.0%
7005-493.61-40 General Supplies - General Supplies	25,456	18.0%	24,000	9,464	(62.8%)	27,000	185.3%	27,000	-
7005-493.61-45 General Supplies - Janitorial Supplies	2,283	12.1%	2,700	773	(66.1%)	2,500	223.4%	3,000	20.0%
7005-493.61-50 General Supplies - Postage	11	-	100	26	139.3%	75	190.2%	100	33.3%
Total 7005-493.61 General Supplies Fire	28,210	16.5%	28,500	12,684	(55.0%)	31,075	145.0%	32,100	3.3%
Total 493.61 General Supplies	478,559	(29.0%)	791,200	365,684	(23.6%)	784,875	114.6%	791,100	0.8%
493.62 Energy									
7004-493.62-10 Energy / Gasoline	16,314	94.2%	20,000	11,560	(29.1%)	20,000	73.0%	20,000	-
7004-493.62-11 Energy / Diesel Fuel	50,024	(36.8%)	110,000	45,951	(8.1%)	110,000	139.4%	110,000	-
7004-493.62-50 Energy / Natural Gas	56,113	(28.2%)	130,000	77,472	38.1%	195,000	151.7%	243,750	25.0%
7004-493.62-51 Energy / Electricity	402,713	3.8%	475,000	401,231	(0.4%)	712,500	77.6%	899,625	25.0%
7004-493.62-53 Energy / Heating Oil	5,675	166.6%	10,000	9,093	60.2%	10,000	10.0%	12,000	20.0%
Total 7004-493.62 Energy Airport	530,838	(4.5%)	745,000	545,307	2.7%	1,047,500	92.1%	1,276,375	21.8%
7005-493.62-10 Energy - Gasoline	633	69.5%	1,000	394	(37.9%)	1,000	154.1%	1,800	80.0%
7005-493.62-11 Energy / Diesel Fuel	5,019	171.1%	6,000	2,776	(44.7%)	6,000	116.1%	10,800	80.0%
7005-493.62-52 Energy / Propane	-	-	400	-	-	400	-	600	50.0%
Total 7005-493.62 Energy Fire	5,652	154.1%	7,400	3,169	(43.9%)	7,400	133.5%	13,200	78.4%
Total 493.62 Energy	536,490	(3.9%)	752,400	548,476	2.2%	1,054,900	92.3%	1,289,575	22.2%
493.64 Miscellaneous Expense									
493.65 Chemicals	-	-	-	-	-	-	-	-	-
7004-493.65-50 Chemicals / Salt / Gravel / Salt for Roads	217,084	(0.2%)	210,000	176,704	(18.6%)	230,000	30.2%	250,000	8.7%
7004-493.65-60 Chemicals / Salt / Gravel / Gravel & Aggregate	9,651	(33.9%)	24,000	10,941	13.4%	20,000	82.8%	20,000	-
Total 493.65 Chemicals	226,736	(2.3%)	234,000	187,645	(17.2%)	250,000	33.2%	270,000	8.0%
7004-493.64-10 Clothing / Uniforms / Clothing	11,103	65.9%	8,000	11,672	5.1%	13,500	15.7%	15,000	11.1%
Total 7004-493.64 Clothing Airport	11,103	65.9%	8,000	11,672	5.1%	13,500	15.7%	15,000	11.1%
7004-493.68-10 Miscellaneous	4,828	32.0%	3,200	2,893	(40.1%)	10,000	245.7%	10,000	-
7005-493.64-10 Clothing - Uniforms / Clothing	5,703	123.8%	6,500	2,455	(56.9%)	7,500	205.4%	7,500	-
Total 7005-493.64 Clothing Fire	5,703	123.8%	6,500	2,455	(56.9%)	7,500	205.4%	7,500	-
7005-493.68-10 Miscellaneous / Miscellaneous	357	-	-	297	(16.6%)	-	(100.0%)	-	-
Total 493.64 Miscellaneous Expense	248,726	1.1%	251,700	204,962	(17.6%)	261,000	37.1%	302,500	7.7%
493.72 Capital Outlay									
7004-493.72-20 Buildings / Building Remodeling	-	-	12,000	-	-	50,000	-	50,000	-
7004-493.73-20 Site Improvements	-	(100.0%)	-	57,685	-	50,000	(13.3%)	50,000	-
Total 7004-493.72 Buildings/Improvements	-	(100.0%)	12,000	57,685	-	100,000	73.4%	100,000	-
7004-493.74-10 Capital Outlay / Machinery & Equipment	2,132,463	540.2%	300,000	332,224	(84.4%)	300,000	(9.7%)	-	(100.0%)
7004-493.74-11 Capital Outlay / Computer Equipment	-	(100.0%)	7,000	-	-	2,500	-	2,500	-
7004-493.74-12 Capital Outlay / Computer Software	226	4.8%	3,000	226	-	1,000	342.6%	1,000	-
7004-493.74-20 Capital Outlay / Vehicles	58,308	19.0%	50,000	-	(100.0%)	55,000	-	55,000	-
7004-493.74-30 Capital Outlay / Furniture & Fixtures	-	(100.0%)	5,000	1,450	-	2,500	72.4%	3,000	20.0%
7004-493.74-50 Capital Outlay / General Capital Outlay	107,209	166.0%	100,000	6,701	(93.7%)	100,000	1392.3%	100,000	-
Total 7004-493.74 Capital Outlay Airport	2,298,205	442.9%	465,000	340,601	(85.2%)	461,000	35.3%	161,500	(65.0%)
7004-493.75-40 Depreciation / Depreciation	5,521,109	4.3%	-	5,859,810	6.1%	-	(100.0%)	-	-
7005-493.74-10 Capital Outlay / Machinery & Equipment	-	(100.0%)	20,000	18,156	-	20,000	10.2%	25,000	25.0%
7005-493.74-11 Capital Outlay / Computer Equipment	-	-	3,000	3,510	-	3,000	(14.5%)	4,000	33.3%
7005-493.74-30 Capital Outlay / Furniture & Fixtures	9,484	17.8%	5,000	8,654	(8.7%)	5,000	(42.2%)	5,000	-
7005-493.74-50 Capital Outlay / General Capital Outlay	-	(100.0%)	50,000	-	-	50,000	-	50,000	-
Total 7005-493.74 Capital Outlay Fire	9,484	(92.6%)	78,000	30,320	219.7%	78,000	187.3%	84,000	7.7%
Total 493.72 Capital Outlay	7,828,798	32.9%	555,000	6,288,415	(19.7%)	639,000	(89.8%)	345,500	(45.9%)
493.80 Special Assessments/DrainTaxes/Property Taxes									
7004-493.80-12 Special Assessments Principal	57,614	0.1%	100,000	264,214	358.6%	100,000	(62.2%)	75,000	(25.0%)
Total 493.80 Special Assessments/DrainTaxes/Property Taxes	57,614	0.1%	100,000	264,214	358.6%	100,000	(62.2%)	75,000	(25.0%)
493.90-50 Transfers									
Total 493.90-50 Transfers									
7004-493.34-10 Technical Services / Communication	18,380	19.3%	17,000	8,869	(51.7%)	28,460	220.9%	20,000	(29.7%)
7004-493.34-15 Technical Services / Computer Services	56,121	29.4%	50,000	192,270	242.6%	171,200	(11.0%)	228,921	34.3%
7004-493.34-20 Technical Services / Marketing / Public Relat.	9,500	-	20,000	12,750	34.2%	20,000	56.9%	213,500	967.5%
7004-493.34-30 Technical Services / Payroll Services	47,612	8.7%	53,000	51,077	7.3%	55,000	7.7%	60,000	9.1%
7004-493.34-34 Technical Services / TNC Expenses	-	-	-	2,623	-	-	(100.0%)	10,000	-
7004-493.34-35 Technical Services / Banking Services	1,635	16.0%	2,500	1,450	(11.3%)	2,500	72.4%	3,000	20.0%
Total 7004-493.34 Technical Services Airport	133,249	17.4%	142,500	269,038	101.9%	277,160	3.0%	536,421	93.5%
7005-493.34-10 Technical Services - Communication	2,508	(10.0%)	3,000	2,589	3.2%	3,200	23.6%	3,200	-
7005-493.34-15 Technical Services - Computer Services	4,273	(12.7%)	4,000	6,038	41.3%	4,600	(23.8%)	7,000	52.2%
7005-493.34-30 Technical Services - Payroll Service	17,311	(14.8%)	25,000	18,308	5.8%	21,000	14.7%	25,000	19.0%
Total 7005-493.34 Technical Services Fire	24,092	(14.0%)	32,000	26,935	11.8%	28,800	6.9%	35,200	22.2%

Municipal Airport Authority of the City of Fargo, North Dakota

1st Reading — Proposed 2027 Budget | Operating Fund

For Board Presentation | Note: NDPHIT Insurance rates pending final NDPHIT notification

Description	Actual 2024	% Chg	2025 Budget	Actual 2025	% Chg '25 v. '24	2026 Budget	%chg '26 budget vs. '25 actual	2027 Proposed Budget	%chg '27 budget vs. '26 budget
9595-950.79-99 Contra Expense	(41,660,630)	(100.0%)		(360,126)	-		(100.0%)		-
Total 950.79 Asset Reclassification	(41,660,630)	93.3%		(360,126)	(99.1%)		(100.0%)		-
Interest Paid	79,525	-		-	(100.0%)		-		-
Debt Payment for Bank of ND Loan	-	-	706,782	-	-	-	-	-	-
TRANSFER OUT TO MM SAVINGS/ Parking Savings	-	-	3,872,736	-	-	4,438,423	-	5,272,755	19.3%
Total for Expenditures	(25,462,212)	269.0%	15,708,675	14,765,376	(158.0%)	16,715,308	13.2%	18,528,658	10.8%
Net Operating Revenue	40,552,311	60.2%	-	(395,639)	(101.0%)	(447,000)	13.0%	0	(100.0%)
Other Income									
7004-396.80-05 Gain (Loss) on Investments	430,062	-		50,219	(88.3%)		(100.0%)		-
7004-361.75-01 Pcard Rebates / PFM Pcard Rebates	5,052	6.6%	5,000	4,812	(4.8%)	5,000	3.9%	5,000	-
7004-360.36-00 Interest Revenue / Interest on Airport Funds	1,766,324	73.7%	750,199	2,040,840	15.5%	442,000	(78.3%)	100,000	(77.4%)
Total Other Income	430,062	-	-	2,095,870	387.3%	447,000	(78.7%)	105,000	(76.5%)
Net Revenue	40,982,373	58.8%	-	1,700,231	(95.9%)	(0)	-	0	-

Δ NDPHIT Insurance (Health, Dental, Long-Term Disability) rates are PENDING final NDPHIT notification —

amounts above reflect estimated increases and were also input into the Aetna Cost Model to determine terminal space and lending rates (lending rates unchanged for 2027)

Municipal Airport Authority of the City of Fargo, North Dakota

Capital Fund — Revenue & Expenditures

For Board Presentation

Description	Actual 2024	Actual 2025	2026 Budget	2027 Proposed Budget
Construction				
Non-Operating Income				
City / County Tax Revenue (Property Tax)	1,529,539	1,518,309	1,739,573	1,791,760
Intergovernmental Revenue	-			
CARES FUNDING- Direct Assist	-			
CARES FUNDING- Direct Assist	-			
CRRSA- Direct Assist	-			
Additional Funding (Revenue Bonds)- New funding source in 2027	-			30,000,000
Direct Assist/ Airport Improvement	16,856,855			
Federal Airport Grants	-		15,789,512	10,130,000
State Airport Grants	1,904,279	(168,215)	15,477,934	1,093,000
Interest Income	375,895	162,467	123,000	100,000
Pcard Rebates / PFM Pcard Rebates	-			
State Leasehold Tax	58,634	58,205	55,000	58,000
Foreign Trade Zone	20,000	20,000	20,000	20,000
Gain (Loss) on Asset Sold	-			
Transfer In- Enterprise Funds	2,060,658	2,479,197		
ADDITIONAL MONEY (Savings)		-	13,245,401	
TOTAL CAPITAL REVENUE	22,805,860	4,069,962	46,450,420	43,192,760
Non- Operating Expense				
Engineering	1,456,208	1,584	200,000	
Quality Testing	67,878		60,000	
Architectural Services	2,233,850		50,000	
Planning Services	166,236		20,000	
Accounting Services	7,100	7,700	125,000	20,000
Legal Services	9,839		8,000	10,000
Foreign Trade Zone	1,250	4,107	5,000	5,000
Other Services	532,335	280,220	291,000	
Insurance	49,844	84,581	32,000	
Repair & MX/ Other Repairs	20,300		100,000	100,000
Marketing	462,679	535,712	175,920	175,920
Site Improvements	434,799	345,543	54,500	
Machinery & Equipment	-		-	
Buildings/ Building Remodeling	5,544		-	
Buildings/ New Construction (Other Capital Projects)	335,203		2,000,000	2,300,000
Infrastructure / Construction Projects	2,698,673		43,000,000	24,458,595
Building/ New Construction	13,777,856		329,000	7,419,965
Infrastructure/ Construction Projects	-		-	
Contra Expense		(88,232,087)		
Special Assessments (In operating)	-		-	
Bonding Costs	-		-	500,000
Debt Payments (Revenue Bond)				675,000
Transfer Out to MM Savings	-	-	-	7,528,280
TOTAL CAPITAL EXPENSES	22,259,595	(86,972,640)	46,450,420	43,192,760
NET TOTAL CONSTRUCTION	546,265	91,042,602	-	0

Municipal Airport Authority of the City of Fargo, North Dakota

Parking Fund — Revenue & Expenditures

For Board Presentation

Description	Actual 2024	Actual 2025	2026 Budget	2027 Proposed Budget
Parking				
Non-Operating Income				
Interest Income- Parking	409,186	326,856	314,000	150,000
Transfer In	-	-	-	-
Transfer In MM Savings	-	-	2,027,457	1,853,077
TOTAL PARKING REVENUE	409,186	326,856	2,341,457	2,003,077
Non- Operating Expense				
Debt Payment for Bank of ND Loan			1,959,407	1,933,966
Quality Testing	50,900		-	-
Insurance	20,038	20,038	-	-
Architectural Services	-		15,000	15,000
Reserve			53,050	54,111
Other Services	33,326	439,693	-	-
Buildings/ New Construction	20,621,553		-	-
Transfer out to MM Savings			314,000	-
TOTAL PARKING EXPENSES	20,725,817	459,730	2,341,457	2,003,077
NET TOTAL PARKING	(20,316,630)	(132,874)	-	-

Municipal Airport Authority of the City of Fargo, North Dakota

Passenger Facility Charge (PFC) Fund — Revenue & Expenditures

For Board Presentation

Description	Actual 2024	Actual 2025	2026 Budget	2027 Proposed Budget
PFC	Actual CY 2024	2025 Actual	Proposed Budget	
Non-Operating Income				
Passenger Facility Charges 7004-395.10-50	2,256,318	2,474,956	2,450,000	2,761,785
Transfer to Enterprise Fund	-	-	-	-
Interest Income- PFC 7004-360.36-00	7,827	7,636	5,000	5,000
TOTAL PFC REVENUE	2,264,145	2,482,592	2,455,000	2,766,785
NON-OPERATING EXPENSE				
Transfer to Enterprise Fund	2,060,658	2,479,197	2,450,000	2,761,785
PFC Refunds			-	-
Expense in excess of Grant Funding	8,076		-	-
Transfer out to MM Savings			5,000	5,000
TOTAL PFC EXPENSES	2,068,734	2,479,197	2,455,000	2,766,785
NET TOTAL PFC	195,411	3,396	-	-

shawn

From: Sara Flowers <sara.flowers@flint-group.com>
Sent: Thursday, June 11, 2026 10:20 AM
To: shawn
Cc: Madisen Anderson; Darren Anderson
Subject: Flint's Marcomm Q1 2026 Reporting
Attachments: 25041_2_Hector_2026-Q1_SocialMediaRecap.pdf; 25041_2_Hector_2026-Q1_PaidMediaRecap.pdf

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Hi Shawn, attached are two reports recapping Flint's Q1 efforts regarding paid media and social media.

1. Paid Media + FlyMyAirport results
2. Social media results

The most important takeaway from the paid media report is that our efforts generated measurable traveler demand. Paid media helped drive 36,501 FlyMyAirport searches, 2,960 provider clicks (clicks to Delta, United, etc.) and 469 estimated seats purchased, which are important leading indicators of future passenger growth. Because there is a natural lag between marketing activity, flight shopping, ticket purchase and actual travel, these metrics help show how our campaigns are building demand before it appears in monthly enplanement data.

The most important takeaway from the social media report is that the opening of the expanded terminal was the strongest story of the quarter. Terminal updates, construction progress and passenger experience content generated the highest engagement.

Q1 was a strong quarter across both paid media and social media. Paid media drove traveler intent and booking activity, while social media amplified the airport's milestones and helped keep travelers informed and engaged.

Please feel free to pass along these reports as you see fit. I appreciate our partnership!

Thank you,
Sara



Sara Flowers Senior Account Manager

701.730.1844

Flint-group.com /// @FlintGroup

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ND 58102



**FARGO HECTOR
INTERNATIONAL
AIRPORT**

Q1 2026

MARKETING PERFORMANCE & PASSENGER DEMAND REVIEW

PREPARED BY FLINT GROUP

Executive Summary



**154,854
ENPLANEMENTS**



**RECORD JANUARY AND
FEBRUARY TRAFFIC**



**36,501 FLYMYAIRPORT
SEARCHES (+46%)**



**469 ESTIMATED
SEATS PURCHASED
(+49%)**



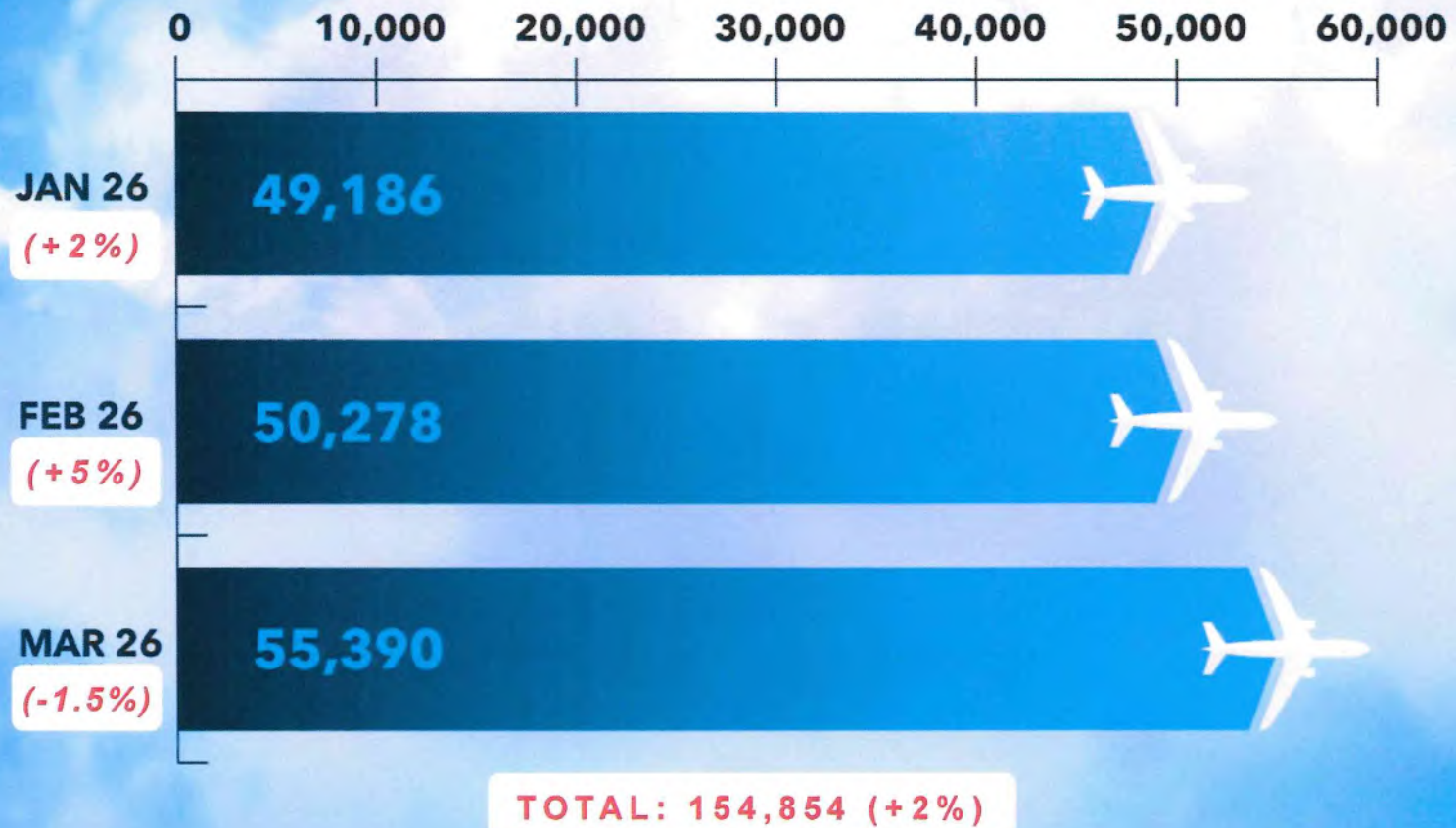
**6.1M
IMPRESSIONS**



86,850 CLICKS



PASSENGER TRAFFIC PERFORMANCE



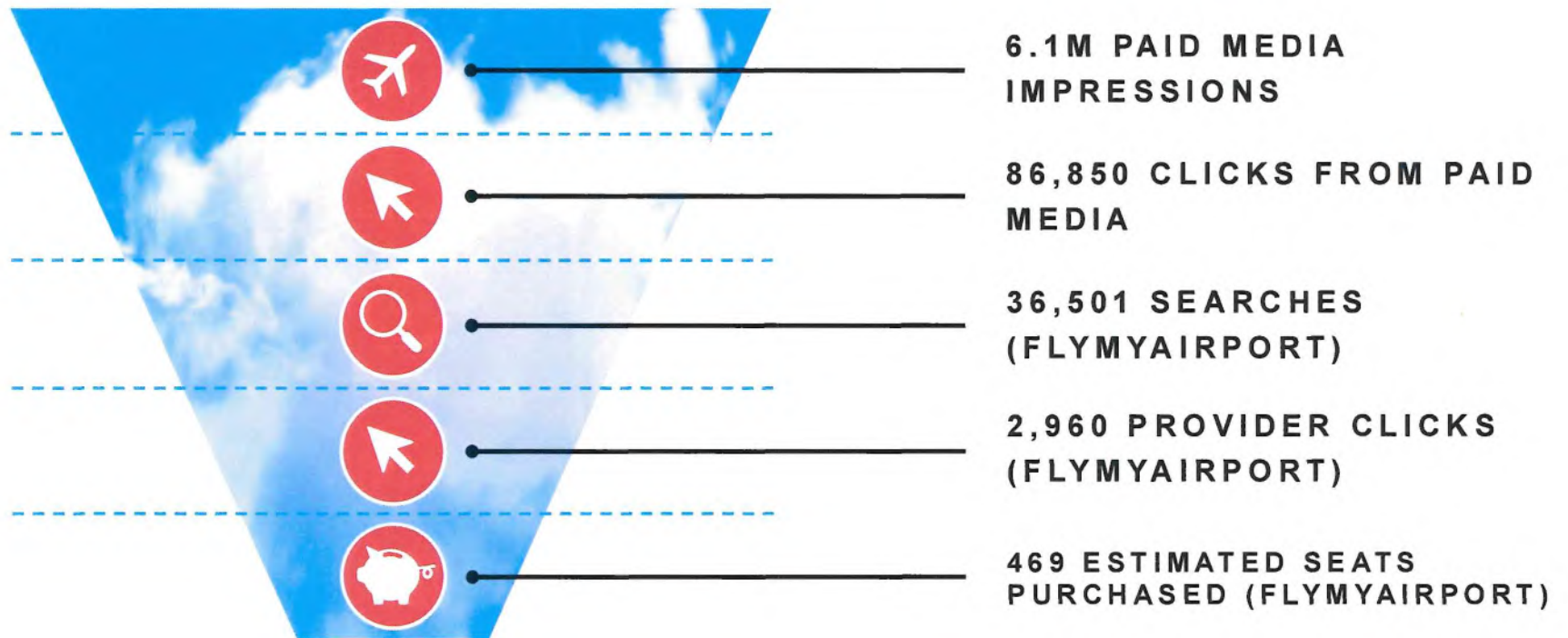
Understanding the Booking Window

Paid media and FlyMyAirport metrics serve as leading indicators of future demand. There is a natural lag between marketing activity, flight shopping, ticket purchase and passenger travel.

Paid media and FlyMyAirport metrics help us measure traveler demand earlier in the journey, before the demand appears in enplanement data.



Marketing-to-Booking Funnel



Benchmark Performance

469 ESTIMATED SEATS

VS

260 PEER AVERAGE

\$14.71 COST PER SEAT

VS

\$24.80 PEER AVERAGE



Mixed Media Strategy

- Display & Over-the-top (OTT) Video: Awareness
- Demand Gen: Consideration
- Paid Social: Engagement
- Paid Search: Conversion



Highest-Performing Tactics

- Paid Search drove highest conversions
- Demand Gen drove highest traffic
- Paid Social drove highest engagement



Leading Indicators of Future Passenger Demand

- Searches +46%
- Provider clicks +58%
- Estimated
Seats Purchased +49%



Grand Forks–Las Vegas Route Promotion

Allegiant pulled their GFK to LAS service, so we did a mini campaign geofencing Grand Forks to let them know FAR to LAS is still available to book.



48,166
IMPRESSIONS



939
CLICKS



\$667
SPEND



166 FLIGHT
SEARCHES



12 PROVIDER
CLICKS



Executive Conclusions & Outlook

Paid media increased traveler demand and booking activity, building a pipeline for future passenger growth. Our marketing strategy generated measurable traveler demand. Flight searches increased 46%, provider referrals increased 58%, and estimated seats purchased increased 49%, creating a strong pipeline of future passengers while supporting one of the strongest enplanement first quarters in airport history.

Mr. Shawn Dobberstein

Northern Improvement Company Report of a Subcontractors Injury Accident on May 7, 2026, which occurred at the Hector Airport Terminal Apron Project.

Subcontractor was performing underground trenching / pipe installation.

Employee was cutting an 18-inch reinforced concrete pipe using a gas-powered concrete saw. During the cutting operation, the saw experienced kickback after the pipe shifted and bound during the cut. The saw struck the employee in the face resulting in severe facial lacerations extending from the area between his eyes and across his nose and right cheek.

Regional OSHA office was contacted, and appropriate reports were filed as injuries resulted in hospitalization. OSHA required contractor to perform and report findings of an incident investigation.

The contractor completed an accident investigation; it was determined that during cutting operations the concrete pipe shifted and bound the saw blade resulting in kickback towards the operator. Uneven ground conditions and pipe position contributed to the pipe movement during the cutting.

Following the investigation the following corrective actions were put in place to prevent future incidents.

- Establishing designated cutting areas with improved stability and support.
- Using cribbing supporting boards to minimize pipe shifting and saw blade binding.
- Review concrete saw safety procedures and kickback hazards with employees.
- Upgrading PPE to include Helmets with integrated Face Shields/ Face guards for cutting operations.

On June 1st, 2026, OSHA sent letter communicating that they were appreciative of prompt response and satisfied with the findings and corrective actions proposed and closed the case.

The employee is reportedly healing well and is back to working lite duty job. Follow up appointment scheduled later this week and expected to be cleared for full duty.

Thanks for your time and patience with the sensitivity to the employee's private health aspects in this case.

Jeff Reinholz

Northern Improvement Company

EHS Director, VP

old
Business

shawn

From: FLORES, MOCTEZUMA <MOCTEZUMA.FLORES@CBP.DHS.GOV>
Sent: Friday, May 15, 2026 11:55 AM
To: shawn
Cc: MISSION, CHRISTOPHER M; KOTLARZ, NATHAN B.
Subject: Re: Fargo Airport question

Good morning Mr. Dobberstein,

We are always available to meet with our stakeholders and discuss operational matters. If you and the Board require specific information, submitting a formal proposal will enable us to address all questions, consult with the appropriate headquarters offices, and provide the most current CBP guidelines relevant to your request.

Thank you,
Monty

Moctezuma Flores
Assistant Area Port Director
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Area Port of Pembina
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