



## RESOLUTION NO.

### A RESOLUTION BY THE CITY OF MINOT, NORTH DAKOTA, ESTABLISHING 2024 RATES, FEES, AND CHARGES AT THE MINOT INTERNATIONAL AIRPORT (MOT)

WHEREAS, the City of Minot (the "City") owns and operates the Minot International Airport (MOT); and

WHEREAS, pursuant to Minot City Ordinance Sec. 4-25, the City Council may establish uniform rates, fees, and charges at MOT by way of resolution; and

WHEREAS, the City Council desires to establish the corrected 2024 rates, fees, and charges at MOT;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MINOT, NORTH DAKOTA THAT the following rates, fees and charges are established at the Minot International Airport EFFECTIVE JANUARY 1, 2024:

#### SECTION 1. TERMINAL AIRLINE RENT AND PER USE FEES

(a) Signatory Airline Rental Fees:  
Cost per square foot (Exclusive & Joint Space): \$18.70 / sq. ft.

*NO CHANGE FROM 2023*

#### SECTION 2. RENTAL CAR TERMINAL RENT AND PER USE FEES

Rental Car Designated Parking Space Fees: \$15.00/parking space

*CHANGED FROM \$9.00 TO \$15.00/PARKING SPACE*

#### SECTION 3: AIRPORT GROUND RENT FEES

Airport Ground Rent Fees shall apply to all NEW, EXTENDED OPTION, or RENEWED leases, and are based on lot location and use. Land rent values at similarly situated airports are also taken into consideration. All Airport Ground Rent leases must comply with MOT's Minimum Standards and Requirements.

(a) For all new, renewed, or term extension leases, the following annual GROUND RENTAL fees shall apply:

|  |                 |
|--|-----------------|
| 1) Southeast General Aviation Lots<br>Improved Area (Electricity and Access)       | \$0.22/ sq. ft. |
| 2) Southeast General Aviation Lots<br>Unimproved Area (Bare Land)                  | \$0.11/ sq. ft. |
| 3) Northwest General Aviation Lots<br>Improved Area (General utilities and Access) | \$0.26/ sq. ft. |
| 4) Northwest General Aviation Lots<br>Unimproved Area (Bare Land)                  | \$0.13/ sq. ft. |
| 5) West-Side General Aviation Lots<br>Improved Area (All Utilities and Accesses)   | \$0.30/ sq. ft. |

(b) Aeronautical Service Providers

|   |                 |
|---|-----------------|
| 1) Single Service Operators<br>Including Cargo Operators, Multiple Service<br>Operators, and Full-Service Operators | \$0.30/ sq. ft. |
|---|-----------------|

*NO CHANGE FROM 2023*

**SECTION 4: AIRPORT OWNED T-HANGAR RENTAL FEES**

|                             |               |
|-----------------------------|---------------|
| (a) Airport Owned T-Hangars | \$75.00/month |
|-----------------------------|---------------|

T-Hangars are rented on a month-to-month basis.

Unless specified elsewhere in writing, rent must be paid one month in advance, and is due the 10th of each month. Ex: Rent for the month of February must be received by MOT by January 10th.

Tenant may only use the hangar for the purpose of storing aircraft that is owned by Tenant.

*NO CHANGE FROM 2023*

**SECTION 5. LANDING FEES AND ARFF CHARGES**

(a) Signatory Airline Landing Fees

\$2.35 / 1,000 lbs. maximum gross landing weight / landing

(b) Non-signatory Airline Landing Fees

\$ 2.93 / 1,000 lbs. maximum gross landing weight/ landing

(c) ARFF Fees for Signatory

\$0.57 / 1,000 lbs. maximum gross landing weight / landing

Airline Landing Fees

***CHANGED FROM \$0.54 TO \$0.57 PER LANDING***

(d) ARFF Fees for Non-Signatory

\$0.71 / 1,000 lbs. maximum gross landing weight / landing

Airline Landing Fees

***CHANGED FROM \$0.68 TO \$0.71 PER LANDING***

**SECTION 6. NON-SIGNATORY RATE PREMIUM**

All airlines not executing a Signatory Airline Use and Lease Agreement will be charged four-hundred forty-four dollars and forty-two cents (\$444.42) per turn for use of the terminal building in addition to 125% of the signatory landing fees and ARFF fees.

*NO CHANGE FROM 2023*

**SECTION 7. LANDING FEES FOR COMMERCIAL GENERAL AVIATION**

(a) All Aircraft weighing 12,500 lbs. maximum gross landing weight or more

125% increase of the signatory landing Fees and ARFF fees.

(b) All Commercial Air Freight Operator Aircraft and all Commercial Commuter Aircraft weighing LESS than 12,500 lbs. maximum gross landing weight

\$23.66/ 1,000 lbs. maximum gross landing weight / landing

*NO CHANGE FROM 2023*

**SECTION 8. COMMERCIAL AERONAUTICAL SERVICE PROVIDER LICENSE FEE**

Commercial Aeronautical Services Providers, including Single Service Operators, Multiple Service Operators, and Full-Service Operators, conducting business at MOT shall pay a yearly license fee as follows:

- (a) All Single Service Operators, Multiple Service Operators, and Full-Service Operators that have leased MOT property and considered "based" at MOT shall pay a license fee of \$325 per year.
- (b) All companies not "based" at MOT shall pay the airport a license fee of \$1,000 per year per company.

*NO CHANGE FROM 2023*

## **SECTION 9. AIRPORT RAMP PARKING FEES**

- (a) Airport Ramp Parking Fees shall be as follows:
  - 1) Aircraft weighing 12,500 pounds maximum gross landed weight or more: \$15.00/aircraft/day
  - a. Aircraft weighing less than 12,500 pounds maximum gross landed weight: \$5.00/aircraft/day, up to a maximum of \$60.00/month

*NO CHANGE FROM 2023*

## **SECTION 10. AIRPORT PAY PARKING FEES**

- (a) Airport Parking Fees shall be as follows:
  - 1) Short-Term Parking
    - Zero (0) - under One (1) Hour \$ 1.00
    - One (1) - under (4) hours \$ 5.00
    - Four (4) - under Six (6) Hours \$ 8.00
    - Six (6) - Twenty-Four (24) Hours \$ 14.00
    - Daily Rate after first Twenty-Four (24) Hours \$ 14.00/day
  - 2) Long-Term Parking
    - Daily Rate \$ 12.00/day
    - Airline Crew Pass (per month) \$ 30.00/month

***CHANGED \$72 WEEKLY RATE TO \$0***

## **SECTION 11. GROUND TRANSPORTATION FEES**

All ground transportation services to bring customers to and from MOT shall be as follows:

- (a) Taxis, Shuttles, Ridehails and Vans \$50/month - \$600/year
- (b) Hotel Shuttles and Vans \$100/year
- (c) Peer to Peer (P2P)/Rideshare \$ 600/year

***CHANGED TO INCLUDE P2P \$600/YEAR***

**SECTION 12: SELF FUELING PERMIT**

|                     |              |
|---------------------|--------------|
| Self-Fueling Permit | \$50.00/year |
|---------------------|--------------|

***CHANGED FROM \$325.00 to \$50.00/PER YEAR***

**SECTION 13: AIRPORT TENANT EMPLOYEE PARKING**

|                      |            |
|----------------------|------------|
| MOT tenant employees | \$200/year |
|----------------------|------------|

\*MOT terminal tenant employees must park in MOT employee lot during onsite hours.

*NO CHANGE FROM 2023*

**SECTION 14. CONFERENCE ROOM RENTAL FEES**

MOT Conference Rooms may be available for rent on an hourly basis. Room rental rates are as follows:

|   |           |
|---|-----------|
| (a) 1 <sup>st</sup> Floor MOT Conference Room | \$20/hour |
| (b) 2 <sup>nd</sup> Floor MOT Conference Room | \$40/hour |

MOT tenants will receive a 50% discount on Conference Room Rental Fees.

*NO CHANGE FROM 2023*

**SECTION 15. BADGE, KEYS AND SECURITY**

(a) MOT Badge Fees are as follows:

1) New Badges

|            |               |
|------------|---------------|
| AOA Badge  | \$40.00/badge |
| SIDA Badge | \$80.00/badge |
| Renewal    | \$20.00/year  |

2) Lost/Stolen/Replacement Badge Fees

|                             |                |
|-----------------------------|----------------|
| 1 <sup>st</sup> Replacement | \$50.00/badge  |
| 2 <sup>nd</sup> Replacement | \$100.00/badge |
| 3 <sup>RD</sup> Replacement | \$150.00/badge |

3) Damaged Badge Fee

\$30.00/badge

(b) MOT Key Fees are as follows:

|                                     |                     |
|-------------------------------------|---------------------|
| 1) Post Office Key                  | \$20.00/key         |
| 2) Lost/Stolen/Replacement Key Fees |                     |
| 1 <sup>st</sup> Replacement         | \$50.00/key         |
| 2 <sup>nd</sup> Replacement         | \$100.00/key        |
| 3 or more Replacements              | \$150.00/key        |
| 3) "Re-key" of door locks           | \$200.00/occurrence |
| 4) Rental Key                       | \$20.00/year        |

(c) MOT charges a fine for security violations. Security Fines are as follows:

|                      |          |
|----------------------|----------|
| 1) <u>First Fine</u> | \$500.00 |
|----------------------|----------|

The first three security violations/offenses in 60 days will be punishable as a "first fine."

|                       |            |
|-----------------------|------------|
| 2) <u>Second Fine</u> | \$1,500.00 |
|-----------------------|------------|

Subsequent security violations/offenses within 60 days of a first fine, are punishable as a "second fine."

|                      |            |
|----------------------|------------|
| 3) <u>Third Fine</u> | \$2,500.00 |
|----------------------|------------|

Subsequent Security violations/offenses within 60 days of a second fine, are punishable as a "third fine."

*NO CHANGE FROM 2023*

## **SECTION 16. MISCELLANEOUS CHARGES**

|  |  |
|--|--|
| (a) Special Operator Permit Fee        | \$500.00-\$1,000.00/occurrence           |
| (b) Security Video Requests            | \$50.00/video<br>Labor Rate after 1 hour |
| (c) Mobile Runway Closure X Rental Fee | \$50.00/day<br>\$1,500.00/month          |
| (d) Airline Unclaimed Baggage          | \$50.00/occurrence                       |

***CHANGED FROM \$0.00 TO \$50.00 / PER OCCURRENCE***

|                                       |                        |
|---------------------------------------|------------------------|
| (e) GSE Repair Area (Maintenance Bay) | \$400.00/Per Bay/month |
|---------------------------------------|------------------------|

|     |                                     |   |
|-----|-------------------------------------|---|
| (f) | Glycol Storage                      | \$18.70/sq. ft.                                       |
| (g) | MOT Labor Rate                      | \$85.00/hour  |
| (h) | MOT Labor with Equipment Usage      | \$120.00/hour   |
| (i) | Advertising Upload Fee              | \$25.00/occurrence                                    |
| (j) | Airport Administrative Fee          | Actual Cost plus 15%                                  |
| (k) | Repair Fees                         | Actual cost of materials<br>+ 15% and MOT labor rates |
| (l) | Sales Tax                           | Charged when applicable                               |
| (m) | Finance Charges on Overdue Payments | Based on City of Minot<br>Finance Fee Schedule        |

This resolution shall become effective JANUARY 1, 2024

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

ATTEST:

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Mikayla McWilliams, City Clerk

APPROVED:

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Tom Ross, Mayor