

**MANDAN AIRPORT AUTHORITY
MANDAN, NORTH DAKOTA**

AUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2023

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MANDAN AIRPORT AUTHORITY
GOVERNING BOARD AND APPOINTED OFFICIALS
DECEMBER 31, 2023

Governing Board

Chairman
Board Member
Board Member
Board Member
Board Member

Marc Taylor
Chris Brown
Justin Reisenauer
Mike Wagner
Mike Braun

Appointed Official

Manager

Lindsay Gerhardt

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Mandan Airport Authority
Mandan, North Dakota

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of the Mandan Airport Authority, an enterprise fund of the City of Mandan, North Dakota, as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Mandan Airport Authority's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Mandan Airport Authority, an enterprise fund of the City of Mandan, North Dakota, as of December 31, 2023, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with the accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Mandan Airport Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Emphasis of Matter

As discussed in Note 1, the financial statements of the Mandan Airport Authority, and do not purport to, and do not, present fairly the financial position of the City of Mandan, North Dakota as of December 31, 2023, the changes in its financial position, or its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Mandan Airport Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Mandan Airport Authority's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Mandan Airport Authority's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economical, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Information

The other information comprises the listing of governing board and appointed officials but does not include the basic financial statements and our auditor's report thereon. Our opinion on the basic financial statements does not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated July 17, 2024 on our consideration of the Mandan Airport Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Mandan Airport Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal controls over financial reporting and compliance.



**BRADY, MARTZ & ASSOCIATES, P.C.
BISMARCK, NORTH DAKOTA**

July 17, 2024

MANDAN AIRPORT AUTHORITY
STATEMENT OF NET POSITION – PROPRIETARY FUND
DECEMBER 31, 2023

ASSETS

Current assets	
Cash and cash equivalents	\$ 1,113,918
Taxes receivable	9,550
Accounts receivable	33,025
Intergovernmental receivable	56,462
Lease receivable - current portion	28,712
Lease interest receivable	8,269
Inventories	56,276
Prepaid items	10,783
Total current assets	<u>1,316,995</u>
Non-current assets:	
Restricted cash and cash equivalents	77,760
Lease receivable - noncurrent portion	187,733
Capital assets not being depreciated	
Land	856,771
Construction work in progress	365,962
Capital assets (net of depreciation)	
Buildings and infrastructure	12,692,034
Machinery and equipment	54,104
Total capital assets	<u>13,968,871</u>
Total noncurrent assets	<u>14,234,364</u>
Total assets	<u>15,551,359</u>

LIABILITIES

Current liabilities	
Salaries and benefits payable	3,586
Accounts payable	9,397
Compensated absences	3,628
Due to City of Mandan	8,333
Interest payable	2,080
Unearned revenues	96,329
Revenue bonds payable	70,000
Total current liabilities	<u>193,353</u>
Noncurrent liabilities	
Compensated absences	8,173
Revenue bonds payable, net of discount	353,745
Total noncurrent liabilities	<u>361,918</u>
Total liabilities	<u>555,271</u>

DEFERRED INFLOWS

Leases	<u>232,263</u>
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NET POSITION

Net investment in capital assets	13,545,126
Restricted for:	
Debt service	75,680
Unrestricted	1,143,019
Total net position	<u>\$ 14,763,825</u>

See Notes to Financial Statements

MANDAN AIRPORT AUTHORITY
STATEMENT OF REVENUES, EXPENSES AND CHANGES
IN NET POSITION – PROPRIETARY FUND
FOR THE YEAR ENDED DECEMBER 31, 2023

Operating revenues	
Charges for services	\$ 415,314
Lease revenue	20,210
Lease interest revenue	<u>8,492</u>
Total operating revenues	<u>444,016</u>
Operating expenses	
Salaries and benefits	113,520
Professional fees and services	15,104
Insurance	11,462
Travel and training	4,869
Utilities	28,135
Publishing and printing	11,742
Dues and memberships	1,532
Supplies	223,738
Repairs and maintenance	31,037
Depreciation	619,187
Possessory leasehold tax	<u>18,908</u>
Total operating expenses	<u>1,079,234</u>
Operating income (loss)	<u>(635,218)</u>
Nonoperating revenues (expenses)	
Taxes	446,554
Intergovernmental	496,991
Interest income	931
Miscellaneous	8,233
Gain (loss) on disposal of capital assets	(10,158)
Debt service:	
Interest expense	(10,960)
Service charges	<u>(1,095)</u>
Total nonoperating revenues (expenses)	<u>930,496</u>
Change in net position	<u>295,278</u>
Net position - January 1	<u>14,468,547</u>
Net position - December 31	<u><u>\$ 14,763,825</u></u>

See Notes to Financial Statements

MANDAN AIRPORT AUTHORITY
STATEMENT OF CASH FLOWS – PROPRIETARY FUND
FOR THE YEAR ENDED DECEMBER 31, 2023

CASH FLOWS FROM OPERATING ACTIVITIES

Receipts from customers	\$ 444,742
Payments to employees	(106,948)
Payments to suppliers	<u>(349,273)</u>
Net cash provided (used) by operating activities	<u>(11,479)</u>

CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES

Taxes	444,558
Intergovernmental	186,615
Miscellaneous receipts	<u>(1,925)</u>
Net cash provided (used) by noncapital financing activities	<u>629,248</u>

CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES

Federal and state grants	275,010
Purchases of capital assets	(544,475)
Principal paid on capital debt	(112,170)
Service charges	(1,095)
Interest paid on capital debt	<u>(10,764)</u>
Net cash provided (used) by capital and related financing activities	<u>(393,494)</u>

CASH FLOWS FROM INVESTING ACTIVITIES

Interest received	<u>931</u>
Net cash provided (used) by investing activities	<u>931</u>
Net increase (decrease) in cash and cash equivalents	<u>225,206</u>
Cash and cash equivalents - January 1	<u>966,472</u>
Cash and cash equivalents - December 31	<u><u>\$ 1,191,678</u></u>

RECONCILIATION OF CASH AND CASH EQUIVALENTS

Cash and cash equivalents	\$ 1,113,918
Restricted cash and cash equivalents	<u>77,760</u>
	<u><u>\$ 1,191,678</u></u>

See Notes to Financial Statements

MANDAN AIRPORT AUTHORITY
STATEMENT OF CASH FLOWS – PROPRIETARY FUND – CONTINUED
FOR THE YEAR ENDED DECEMBER 31, 2023

Reconciliation of operating loss to net cash used by operating activities

Operating income (loss)	\$ (635,218)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:	
Depreciation expense	619,187
(Gain)loss on disposal of assets	10,158
Effect on cash flows due to changes in:	
Accounts receivable	(20,242)
Inventories	1,993
Prepaid items	(1,577)
Salaries and benefits payable	3,586
Compensated absences	2,986
Accounts payable	(13,320)
Unearned revenues	20,968
Total adjustments	<u>623,739</u>
Net cash provided (used) by operating activities	<u>\$ (11,479)</u>

See Notes to Financial Statements

MANDAN AIRPORT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Mandan Airport Authority, Mandan, North Dakota, operates under Chapter 2-06 of the North Dakota Century Code. The financial statements of the Mandan Airport Authority, an enterprise fund of the City of Mandan, North Dakota, have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applicable to governments. The Airport has adopted the pronouncements of the Governmental Accounting Standards Board (GASB), which is the nationally accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Airport's accounting policies are as follows:

Reporting Entity

The City of Mandan operates under a city council form of government. The Airport Commission is appointed by the City Council. The Airport Authority is accounted for as a special purpose government engaged in a business-type activity.

For financial reporting purposes, the Airport has included all funds and activities that make up its legal entity. The Airport has also considered all potential component units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the Airport are such that exclusion would cause the Airport's financial statements to be misleading or incomplete.

The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body and (1) the ability of the Airport to impose its will on that organization or (2) the potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the Airport. Component units may also include organizations that are fiscally dependent on the government.

The members of the governing board of the Airport Authority are appointed by the City Council. Although the City does not have the authority to approve or modify the Airport Authority's operational and capital budgets, the tax rates established by the Airport Authority and bonded debt must be approved by the City Council. Complete financial statements for the primary government can be obtained from the City of Mandan Auditor.

Based on the above criteria, the Airport Authority has no component units included in its report.

Measurement Focus and Basis of Accounting

The proprietary statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of cash flows.

The Airport Authority follows the pronouncements of the Governmental Accounting Standards Board (GASB), which is the nationally accepted standard-setting body for establishing accounting principles generally accepted in the United States of America for governmental entities.

MANDAN AIRPORT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
DECEMBER 31, 2023

Non-exchange transactions, in which the Airport gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Under the terms of grant agreements, the Airport funds certain programs by a combination of specific cost-reimbursement grants and general revenues. Thus, when program expenses are incurred, both restricted and unrestricted net position is available to finance the program, it is the Airport's policy to first apply cost-reimbursement grant resources to such programs, and then by general revenues.

When both restricted and unrestricted resources are available for use, it is the Airport's policy to use restricted resources first, then unrestricted resources, as they are needed.

Cash and Cash Equivalents

Cash and cash equivalents for reporting purposes includes cash on hand, demand deposits, and short-term, highly liquid investments that are readily convertible to known amounts of cash and so near their maturity that they present insignificant risk of changes in value because of changes in interest rates. This includes investments with original maturity of three months or less.

Restricted Cash and Cash Equivalents

Restricted cash consists of certain resources set aside as required by debt service agreements and unspent bond proceeds.

Investments

State statutes authorize the Airport to invest in state and local securities, commercial paper, bonds, treasury bills and notes, or other securities that are a direct obligation of, or an obligation insured or guaranteed by, the treasury of the United States, or its agencies, instrumentalities, or organizations created by an act of Congress, securities sold under agreements to repurchase written by a financial institution in which the underlying securities for the agreement to repurchase are of the type listed above, certificates of deposit fully insured by the federal deposit insurance corporation or the state, obligations of the state.

Taxes Receivable

Taxes receivable represent the past three years of delinquent uncollected taxes. No allowance has been established for uncollectible taxes receivable.

The county treasurer acts as an agent to collect property taxes levied in the county for all taxing authorities. Any material collections are distributed after the end of the month. Property taxes are levied as of January 1. The property taxes attach as an enforceable lien on property on January 1. The tax levy may be paid in two installments: the first installment includes one-half of the real estate taxes and all the special assessments; the second installment is the balance of the real estate taxes. The first installment is due by March 1 and the second installment is due by October 15. A five percent discount is allowed if all taxes and special assessments are paid

MANDAN AIRPORT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
DECEMBER 31, 2023

by February 15. After the due dates, the bill becomes delinquent and penalties are assessed. Most property owners choose to pay property taxes and special assessments in a single payment on or before February 15 and receive the five percent discount on the property taxes.

Accounts Receivable

Accounts receivable consists of amounts owed on open accounts from private individuals or organizations for goods and services furnished by the Airport and are shown net of an allowance. Accounts receivable in excess of 90 days comprise the accounts receivable allowance.

Intergovernmental Receivable

Intergovernmental receivable consists of amounts due to the Airport from the Federal Aviation Administration and from the North Dakota Aeronautics Commission.

Inventories and Prepaid Items

Inventories consist of fuel for internal use and not held for re-sale. Inventories are valued at the lower of cost or market using the first-in/first-out method.

Prepaid items reflect payments for costs applicable to future accounting periods.

Capital Assets

Capital assets, which include land, buildings and infrastructure, machinery and equipment, and construction work in progress, are valued at historical cost or at estimated historical cost if actual historical cost is not available. Donated capital assets are valued at acquisition value on the date of donation. Where necessary, estimates of original cost are derived by factoring price levels from the current period to the time of acquisition.

All other capital assets with an original cost of \$5,000 or more per unit and an estimated useful life in excess of two years are capitalized and reported in the financial statements. Capital asset costs include the purchase price or construction cost, plus the costs necessary to place the asset in its intended location and condition for use. Interest costs on self-constructed assets are not capitalized. Normal maintenance and repair costs that do not materially add to the value or extend the life of the asset are not capitalized.

Infrastructure consists of runways, including those infrastructure assets acquired prior to June 30, 1980. Infrastructure is reported in the financial statements.

Capital assets, along with accumulated depreciation and depreciation expense, are reported in the financial statements.

Land and construction work in progress are not depreciated.

MANDAN AIRPORT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
DECEMBER 31, 2023

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	50
Infrastructure	30
Machinery and equipment	5

Leases – Lessor

The Authority is a lessor for several noncancellable leases of land. The Authority recognizes a lease receivable and a deferred inflow of resources in the financial statements.

At the commencement of a lease, the Authority initially measures the lease receivable at the present value of payments expected to be received during the lease term.

Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term.

Key estimates and judgments include how the Authority determines (1) the discount rate it uses to discount the expected lease receipts to present value, (2) lease term, and (3) lease receipts.

- The Authority uses its estimated incremental borrowing rate as the discount rate for leases. The Authority has made an accounting policy election to use a risk free rate based on US Treasury T-bill rate as of the lease commencement.
- The lease term includes the noncancellable period of the lease. Lease receipts included in the measurement of the lease receivable is composed of fixed payments from the lessee.

The Authority monitors changes in circumstances that would require a remeasurement of its lease, and will remeasure the lease receivable and deferred inflows of resources if certain changes occur that are expected to significantly affect the amount of the lease receivable.

Compensated Absences

Annual Leave

Eligible Airport employees accrue vested annual leave at a variable rate based on years of service. In general, accrued annual leave cannot exceed 240 hours as of the employee's anniversary date. The amount of annual leave earned ranges between eight and sixteen hours per month.

The financial statements present the cost of accumulated annual leave as a liability. Proprietary Funds recognize the expense and accrued liability when the annual leave is earned.

MANDAN AIRPORT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
DECEMBER 31, 2023

Sick Leave

Eligible Airport employees accrue sick leave at the rate of 8 hours per month without limitation on the amount that can be accumulated. For employees vesting between the ages of 62 to 64, the Airport is liable for one-third of the employee's accumulated unused sick leave up to a maximum of 60 days. For employees vesting at age 65 or older, the Airport is liable for all the employee's accumulated unused sick leave up to a maximum of 60 days. The financial statements present the estimated cost of sick leave as a liability after an employee has reached age 62.

Long-Term Obligations

Long-term debt and other long-term obligations are reported as liabilities in the statement of net position.

Revenues and Expenditures/Expenses

Revenues and expenses of proprietary funds are classified as operating or nonoperating and are subclassified by object. Operating revenues consist of sales of goods and services, rentals and leases. All other revenues that do not meet the above criteria should be classified as non-operating.

Use of Estimates

The preparation of financial statements in conformity with the economic resources measurement focus and the accrual basis of accounting used by the Airport Authority requires management to make estimates and assumptions that affect certain reported amounts and disclosures (such as estimated useful lives in determining depreciation expense); accordingly, actual results could differ from those estimates.

NOTE 2 DEPOSITS

The Airport minimizes custodial credit risk by restrictions set forth in state statute. Custodial credit risk is the risk associated with the failure of a depository financial institution. In the event of a depository financial institution's failure the Airport would not be able to recover its deposits or collateralized securities that are in the possession of outside parties. The Airport does not have a formal policy that addresses custodial credit risk for deposits. However, in accordance with state statutes, the Airport's board requires that all Airport funds be deposited at financial institutions that are covered by federal deposit insurance. State statutes also require that the deposits be protected by insurance, collateral or a surety bond. The fair value of the collateral pledged must be equal to or greater than 110% of the deposits not covered by insurance or bonds. The only exception is for funds that are deposited with the Bank of North Dakota, which is owned and backed by the full faith and credit of the State of North Dakota.

At December 31, 2023, the carrying amount of the Airport's deposits was \$1,191,678 and the bank balance was \$1,215,063. The bank balance was covered by Federal Depository Insurance and securities held by the pledging financial institutions' agents in the government's name.

MANDAN AIRPORT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
DECEMBER 31, 2023

NOTE 3 INVESTMENTS

The investment policies of the Airport are governed by state statutes, indicating that all public funds must be deposited in the Bank of North Dakota unless there are other constitutional or statutory provisions.

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates of debt securities will adversely affect the fair value of an investment. The price of debt security typically moves in the opposite direction of the change in interest rates. The Airport does not have a formal investment policy that limits investment maturities as a means of managing its exposure to potential fair value losses arising from future changes in interest rates.

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Airport does not have an investment policy that specifically addresses credit risk.

Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. The Airport does not have an investment policy that specifically addresses concentrations of credit risk in a single issuer.

Foreign Currency Risk

Foreign currency risk is the risk that changes in exchange rates will adversely affect the fair value of an investment or a deposit. The Airport does not have a formal investment policy governing foreign currency risk.

MANDAN AIRPORT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
DECEMBER 31, 2023

NOTE 4 CAPITAL ASSETS

The following is a summary of capital assets during the fiscal year:

	Balance 1/1/2023	Additions	Deletions	Transfers	Balance 12/31/2023
Capital assets not being depreciated:					
Land	\$ 856,771	\$ -	\$ -	\$ -	\$ 856,771
Construction work in progress	282,840	529,851	(10,158)	(436,571)	365,962
Total capital assets not being depreciated	<u>1,139,611</u>	<u>529,851</u>	<u>(10,158)</u>	<u>(436,571)</u>	<u>1,222,733</u>
Capital assets being depreciated:					
Buildings and infrastructure	20,223,383	-	-	436,571	20,659,954
Machinery and equipment	714,807	14,624	-	-	729,431
Total capital assets being depreciated:	<u>20,938,190</u>	<u>14,624</u>	<u>-</u>	<u>436,571</u>	<u>21,389,385</u>
Less accumulated depreciation for:					
Buildings and infrastructure	7,376,507	591,413	-	-	7,967,920
Machinery and equipment	647,553	27,774	-	-	675,327
Total accumulated depreciation	<u>8,024,060</u>	<u>619,187</u>	<u>-</u>	<u>-</u>	<u>8,643,247</u>
Total capital assets being depreciated, net	<u>12,914,130</u>	<u>(604,563)</u>	<u>-</u>	<u>436,571</u>	<u>12,746,138</u>
Total capital assets, net	<u>\$ 14,053,741</u>	<u>\$ (74,712)</u>	<u>\$ (10,158)</u>	<u>\$ -</u>	<u>\$ 13,968,871</u>

Contract Commitments

The Airport does not have any active contract project commitments as of December 31, 2023.

NOTE 5 LEASES – LESSOR

The Authority leases tracts of land to 18 patrons who agree to use the premises solely for regular airport and aviation business purposes. These various lease agreements are typically for a period of 20 years. At which time there is an option to renew for an additional ten-year term. On each biennial review, the Airport shall not increase the rent in excess of 10% above the then existing rent. Rent is calculated based on square footage times a set fee.

Following is the total lease-related revenue for the year ended December 31, 2023:

Land	\$ 20,210
Total lease revenue	20,210
Interest revenue	8,492
Total	<u>\$ 28,702</u>

MANDAN AIRPORT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
DECEMBER 31, 2023

Following is a schedule by years of future minimum rental receipts required under the lease:

For the Year Ending December 31,	Principal	Interest	Total Receipts
2024	\$ 28,712	\$ 8,030	\$ 36,742
2025	15,351	7,299	22,650
2026	16,039	6,611	22,650
2027	16,816	5,834	22,650
2028	17,441	5,210	22,651
2029 - 2033	85,156	15,913	101,069
2034 - 2038	28,512	4,221	32,733
2039 - 2043	8,418	639	9,057
	<u>\$ 216,445</u>	<u>\$ 53,757</u>	<u>\$ 270,202</u>

NOTE 6 LONG-TERM DEBT

Revenue Bonds Payable

Current state statutes empower the Airport to issue bonds as part of its activities and pledge income derived from operations to pay debt service. This debt is not backed by the full faith and credit of the Airport.

The Airport Improvement Revenue Bonds were issued to finance improvements for the Mandan Airport Facility. The Bonds are payable solely from charges for services received from the Mandan Airport Authority and are payable through April 2029. Annual principal and interest payments on the bonds are expected to require less than the net revenues. The total principal and interest remaining to be paid on the bond is \$456,060. Principal and interest paid for the current year and total net revenues were \$122,934 and \$444,016, respectively.

Revenue bonds outstanding:

\$695,000 Airport Improvement Revenue Bonds of 2019, due in annual installments of \$70,000 to \$75,000 through April 1, 2029, interest at 1.6% to 2%	<u>\$ 430,000</u>
Total	<u><u>\$ 430,000</u></u>

MANDAN AIRPORT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
DECEMBER 31, 2023

Debt service requirements on long-term debt at December 31, 2023 are as follows:

Year Ending December 31	Revenue Bonds of 2019	
	Principal	Interest
2024	\$ 70,000	\$ 7,760
2025	70,000	6,500
2026	70,000	5,100
2027	70,000	3,700
2028	75,000	2,250
2029-2033	75,000	750
Total	<u>\$ 430,000</u>	<u>\$ 26,060</u>

Changes in Long-term Liabilities

Changes in Long-term Liabilities for the year ended December 31, 2023, are summarized as follows:

	Balance 1/1/2023	Additions	Reductions	Balance 12/31/2023	Due within one year
Compensated absences	\$ 8,815	\$ 8,224	\$ (5,238)	\$ 11,801	\$ 3,628
Revenue bonds payable	542,170	-	(112,170)	430,000	70,000
Less unamortized discount	(7,296)	-	1,041	(6,255)	-
Total	<u>\$ 543,689</u>	<u>\$ 8,224</u>	<u>\$ (116,367)</u>	<u>\$ 435,546</u>	<u>\$ 73,628</u>

NOTE 7 EMPLOYEE PENSION PLAN

Defined Contribution Plan

The City of Mandan Employee Retirement Plan and Trust is a Defined Contribution Plan that covers eligible Airport employees. The Defined Contribution Plan had 1 participant as of December 31, 2023.

Upon the death of a participating employee or former participating employee, the vested account balance of that deceased participant is available to the participant's designated beneficiary(ies). An employee who becomes totally and permanently disabled while employed by the Airport is eligible to receive a distribution of the vested account balance. To qualify under this section, the employee must meet the criteria established by the Plan for being totally disabled.

MANDAN AIRPORT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
DECEMBER 31, 2023

Employees are entitled to their vested account balance. A participating employee is immediately 100% vested in the employee's contributions. A participating employee vests in the employer contributions made on the employee's behalf as follows:

Upon completion of one year of service	25%
Upon completion of two years of service	50%
Upon completion of three years of service	75%
Upon completion of four years of service	100%

Employees may elect to receive their account balance in a lump sum, lump sum direct rollover, or periodic distribution.

Contributions are set by City ordinance and are a percentage of salaries and wages. Employee contributions are established at 2%, and employer contributions are established at 8% of regular compensation. The employer's required contributions for the year ended December 31, 2023 were \$6,607.

The City, or vendors contracted by the City, has exclusive authority to invest and manage the assets of the Employee Retirement Plan and Trust. The Plan allows each participating employee to direct the investment of the individual's employer and employee contributions and earnings to one or more investment options within the available categories of investment as established by the City.

NOTE 8 RISK MANAGEMENT

The Airport is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the Airport carries commercial insurance. Settlements, resulting from these risks, have not exceeded insurance coverage in any of the past three fiscal years.

General Liability

The Airport pays an annual premium to Old Republic Aerospace, Inc. for its general liability insurance coverage. The coverage by Old Republic Aerospace, Inc. is limited to losses of \$1,000,000 per aggregate and occurrence.

North Dakota Insurance Reserve Fund

In 1986, state agencies and political subdivisions of the State of North Dakota joined together to form the North Dakota Insurance Reserve Fund (NDIRF), a public entity risk pool currently operating as a common risk management and insurance program for the state and over 2,500 political subdivisions. The Airport pays an annual premium to NDIRF for its auto and public asset insurance coverage. The coverage by NDIRF is limited to losses of \$1,000,000 per accident for automobile coverage and to \$573,978 for public assets (mobile equipment and portable property) coverage.

State Fire and Tornado Fund

The Airport participates in the State Fire and Tornado Fund. The Airport pays an annual premium for the Fund to cover damage to buildings and contents. Replacement cost is

MANDAN AIRPORT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
DECEMBER 31, 2023

estimated in consultation with the Fund to provide replacement cost coverage. The Fund currently provides the Airport with an aggregate coverage limit of \$250,000,000 with specific special limits varying from \$500 to \$500,000.

State Bonding Fund

The Airport participates in the State Bonding Fund. The Fund currently provides the Airport with blanket fidelity bond coverage in the amount of \$2,000,000 for its public employees and public officials. The Fund does not currently charge any premium for this coverage.

Workforce Safety & Insurance

The Airport participates in the Workforce Safety & Insurance (WSI). WSI is a state insurance fund and a “no fault” insurance system, covering employers and employees. WSI is financed by premiums assessed to employers. The premiums are available primarily for the payment of claims to employees injured in the course of employment.

PERS Uniform Group Insurance Program

The Airport participates in the PERS Uniform Group Insurance Program who contracts with Sanford Health Plan to provide health care insurance to the employees of the State of North Dakota, or any of its political subdivisions, institutions, departments or agencies. The Airport contributes a percentage of the monthly premium based upon an employee’s years of service.

NOTE 9 NEW PRONOUNCEMENTS

The Airport will implement the following new pronouncements for fiscal years ending after 2023:

GASB Statement No. 99, *Omnibus 2022*, provides guidance on the following accounting matters:

- The requirements related to financial guarantees and the classification and reporting of derivative instruments within the scope of Statement 53 are effective for fiscal years beginning after June 15, 2023, and all reporting periods thereafter.

GASB Statement No. 100, *Accounting Changes and Error Corrections – An Amendment of GASB Statement No. 62*, enhances the accounting and financial reporting requirements for accounting changes and error corrections. The statement is effective for fiscal years beginning after June 15, 2023.

GASB Statement No. 101, *Compensated Absences*, updates the recognition and measurement guidance for compensated absences through aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. The statement is effective for fiscal years beginning after December 15, 2023.

GASB Statement No. 102, *Certain Risk Disclosures*, requires entities to disclose critical information about their exposure to risks due to certain concentrations or limitations that could lead to financial distress or operational challenges. This statement is effective for fiscal years beginning after June 15, 2024.

MANDAN AIRPORT AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
DECEMBER 31, 2023

GASB Statement No. 103, *Financial Reporting Model Improvements*, provides guidance on the following accounting matters:

- Continues the requirement that the basic financial statements be preceded by management' discussion and analysis (MD&A),
- Continues the requirement that the proprietary fund statement of revenues, expenses and changes in fund net position continue to distinguish between operating nonoperating revenues and expenses,
- Requires governments to present budgetary comparison information using a single method of communication –RSI, along with variance between original and final budget amounts and variances between final budget and actual amounts.

This statement is in effect for fiscal years beginning after June 15, 2025.

Management has not yet determined what effect these statements will have on the Airport's financial statements.

NOTE 10 SUBSEQUENT EVENTS

As of March 19, 2024, the Airport has been approved to issue Airport Revenue Bond 2024 in the amount of \$1,080,000 at a 2% fixed interest rate. Proceeds from this bond will be to purchase an office building and hangar and move the Authority's offices, boardroom and pilots' lounge to said building.

Subsequent events have been evaluated through July 17, 2024, which is the date these financial statements were available to be issued.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON
AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Directors
Mandan Airport Authority
Mandan, North Dakota

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Mandan Airport Authority, an enterprise fund of the City of Mandan, North Dakota, as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements and have issued our report thereon dated July 17, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purposed described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitation, during our audit we did not identify any deficiencies in internal control that we

consider to be material weaknesses. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and responses as items 2023-001 and 2023-002 that we consider to be significant deficiencies.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Mandan Airport Authority's Responses to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the Mandan Airport Authority's response to the findings identified in our audit and described in the accompanying schedule of findings and responses. The Mandan Airport Authority's responses were not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the responses.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Airport's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



BRADY, MARTZ & ASSOCIATES, P.C.
BISMARCK, NORTH DAKOTA

July 17, 2024

MANDAN AIRPORT AUTHORITY
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED DECEMBER 31, 2023

2023-001: Preparation of Financial Statements– Significant Deficiency

Criteria

An appropriate system of internal control requires the organization to prepare financial statements in compliance with accounting principles generally accepted in the United States of America.

Condition

The Authority's personnel prepare periodic financial information for internal use that meets the needs of management and the board. However, the Authority currently does not prepare financial statements, including accompanying note disclosures, as required by accounting principles generally accepted in the United States of America. The Authority has elected to have the auditors assist in the preparation of the financial statements and notes.

Cause

The Authority elected to not allocate resources for the preparation of the financial statements.

Effect

There is an increased risk of material misstatement or omission of material disclosures to the Authority's financial statements.

Recommendation

We recommend the Authority consider the additional risk of having the auditors assist in the preparation of the financial statements and note disclosures and consider preparing them in the future. As a compensating control the organization should establish an internal control policy to document the annual review of the financial statements and schedules and to review a financial statement disclosure checklist.

Views of Responsible Officials and Planned Corrective Actions

Due to the cost benefit, the Airport has elected to have the auditors prepare the financial statements. The City has one CPA on staff who keeps current with the new accounting standards. City staff currently review the financial statements and schedules prior to finalization of the financial statements. Additionally, the Airport has a CPA that sits on the board.

MANDAN AIRPORT AUTHORITY
SCHEDULE OF FINDINGS AND RESPONSES - CONTINUED
FOR THE YEAR ENDED DECEMBER 31, 2023

2023-002: Segregation of Duties – Significant Deficiency

Criteria

A proper system of internal control has the proper segregation of duties between authorization, custody, record keeping and reconciliation.

Condition

There is not a system in place for accounting duties to be properly segregated between authorization, custody, record keepings and reconciliation.

Cause

The Authority is subject to size and budget constraints limiting the number of personnel within the accounting department.

Effect

The design of internal control over financial reporting could adversely affect the ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements.

Recommendation

We recommend the Authority review their internal controls over the accounting functions to determine if additional procedures can be implemented that are cost effective. The board should constantly be aware of this condition. Compensating controls that mitigate the related risks could be (or are) provided through appropriate oversight of the performance of these functions and review of the financial reports by individuals with knowledge of current operations and accounting principles.

Views of Responsible Officials and Planned Corrective Actions

The Airport's board has implemented some mitigating controls and also has a CPA that sits on the board that assists in the review of the financial functions of the Airport. City staff reviews the financials of the Airport at year end. Any concerns or discrepancies are brought to the Airport's attention.