REGULAR MEETING OF THE CITY COMMISSION AGENDA

Tuesday, December 01, 2026 at 4:30 PM MT
City Hall – 38 1st Street West Dickinson, ND 58601

Commissioners:
President: Scott Decker
Vice President: Jason Fridrich
Robert Baer
Joe Ridl
Russ Murphy

CALL TO ORDER

ROLL CALL

OPENING CEREMONIES: PLEDGE OF ALLEGIANCE

1. ORDER OF BUSINESS: CONSIDERATION FOR APPROVAL

A. Resolution No: 51-2026

Ordinance No: 1873

2. CONSENT AGENDA

A. Approval of City Commission Meeting Minutes dated November 17, 2026 (Enc.)

Presented by: President Decker

Consideration to approve

B. Approval of Accounts Payable, Commerce Bank and Checkbook (Enc.)

Presented by: President Decker

Consideration to approve

3. ADMINISTRATION / FINANCE

A. Legacy Square Bid Award (Enc.)

Presented by: Administrator Dassinger

Consideration to approve

B. 2027 Tobacco License Renewal - Mohammed Wazwaz - Moe's Smoke Shop (Enc.)

Presented by: Administrator Dassinger

Consideration to approve

C. Diamond H Rentals - Highway Billboard Lease Agreement (Enc.)

Presented by: Director Fuhrman

Consideration to approve

4. **PUBLIC WORKS**

5. **PUBLIC SAFETY - FIRE**

   A. **DCI for EMS Contract (Enc.)**

      Presented by: Chief Presnell

      Consideration to approve

   B. **Memorandum of Understanding for Dickinson State University Classes (Enc.)**

      Presented by: Chief Presnell

      Consideration to approve

6. **PUBLIC SAFETY - POLICE**

7. **COMMUNITY DEVELOPMENT**

   A. **202801 2028 Road Maintenance Task Order to Civil Science (Enc.)**

      Presented by: Engineer and Community Development Director Skluzacek

      Consideration of approval of Task Order

   B. **Contract Amendment for Pavement Management Plan Updates 2026 Construction Season to MDST, Inc.(Enc.)**

      Presented by: Engineer and Community Development Director Skluzacek

      Consideration of approval of amendment

   C. **General Services Task Order to Interstate Engineering (Enc.)**

      Presented by: Engineer and Community Development Director Skluzacek

      Consideration of approval of Task Order

   D. **202409-Fire Station 1 Contract Amendment with ICON Architecture (Enc.)**

      Presented by: Senior Engineer Keller

      Consideration to approve

   E. **202409-Fire Station 1 Contract Amendment for CMAR with JE Dunn (Enc.)**

      Presented by: Senior Engineer Keller

      Consideration to approve

   F. **Access Easement with Dickinson Public School (Enc.)**

      Presented by Senior Engineer Keller

      Consideration to approve easement.

8. **PUBLIC HEARING – 5:00 PM**

   A. Public Hearing - Abatement Hearing - Merlin Hotel Group LLC - 12/1/2026

      Presented by: Assessor Dickinson

      Consideration to approve

B. **Public Hearing - Abatement Hearing - Spirit Master Funding III, LLC - 12/1/2026**

Presented by: City Assessor Dickinson

Consideration to approve

C. **Public Hearing - Abatement Hearing - Menard Inc. - 12/1/2026**

Presented by: City Assessor Dickinson

Consideration to approve

D. **Public Hearing - Abatement Hearing - Mejia-Fuentes, Andes L. - 30 7th Street West (Enc.)**

Presented by: City Assessor Dickinson

Consideration to approve

E. **Public Hearing - Rezoning Request -Dickinson Hills Subdivision (Enc.)**

Presented by: City/County Planner Josephson

Consideration to approve first reading of Ordinance No. _____

F. **Public Hearing - Rezoning Request - Lutz's Fifth Addition Enc.)**

Presented by: City/County Planner Josephson

Consideration to approve first reading of Ordinance No. _____

9. PUBLIC COMMENTS

10. COMMISSION COMMENTS

11. ADJOURNMENT

Link for viewing Commission Meeting:
Stream Link: https://youtube.com/live/Y83VcWEqdg4
This link will not be live until approximately 4:25 PM MT on December 1, 2026.
Teams Meeting: https://tinyurl.com/CCM12012026
Persons desiring to attend the meeting who require special accommodations are asked to contact the City Administrator at (701) 456-7744 by the Friday preceding the meeting.

I. CALL TO ORDER

President Scott Decker called the meeting to order at 4:30 PM

II. ROLL CALL

Present were: President Scott Decker, Vice President Jason Fridrich, Commissioners Robert Baer and Russ Murphy

Telephone: Commissioner Joe Ridl

Absent: None

OPENING CEREMONIES: PLEDGE OF ALLEGIANCE

1. ORDER OF BUSINESS

MOTION BY: Jason Fridrich SECONDED BY: Russ Murphy

To approve the November 17, 2026, Commission Meeting as presented.

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

2. CONSENT AGENDA

MOTION BY: Robert Baer SECONDED BY: Russ Murphy

A. Approval of the City Commission Meeting Minutes dated November 3, 2026

B. Approval of Accounts Payable, Commerce Bank and Checkbook

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

3. ADMINISTRATION/FINANCE

A. CivicPlus DocAccess Contract

IT Director Aaron Meyer presents a three-year CivicPlus DocAccess agreement which runs from December 1, 2026, through November 30, 2029, at a total cost of $22,834.59. DocAccess scans, converts, and monitors PDF documents on the City's website, providing screen reader-friendly HTML transcripts that improve access to public information and reduce manual document remediation. The service complements AudioEye's website accessibility tools and supports preparation for the April 26, 2028, federal ADA web accessibility compliance deadline. Costs are $5,521.60 in year one, including implementation, $8,445.36 in year two, and $8,867.63 in year three.

MOTION BY: Robert Baer SECONDED BY: Jason Fridrich
To approve the CivicPlus DocAccess Contract

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

B.CivicPlus Audio Eye Contract

It Director Aaron Meyer presents a one-year CivicPlus AudioEye agreement which has an initial cost of $3,437.50 and provides automated accessibility fixes, expert remediation, continuous monitoring, and reporting for the City's website. These services improve access for residents with disabilities and reduce staff workload while supporting preparation for the April 26, 2028, federal ADA web accessibility compliance deadline for municipalities under 50,000 residents. Annual recurring services are listed at $4,875, subject to a 5% increase beginning in year two.

Commissioner Russ Murphy asks if this is also ADA compliant. What about the cities that are over 50,000 people.

IT Director Meyer states this is more geared towards the website and make it accessible to everyone. Originally it was supposed to be in the spring of this year and then it was pushed it to 2027 for cities over 50,000, therefore cities under 50,000 was pushed to 2028. Citizens can direct report to Audio Eye and can tell them how to make it more accessible to disabilities people.

MOTION BY: Russ Murphy SECONDED BY: Jason Fridrich
To approve the CivicPlus Audio Eye Contract.

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

C. 2027 Alcohol License Renewals

City Administrator Dustin Dassinger states that every year the City Commission reviews and approves the renewal of liquor licenses for establishments operating in city limits. He states the City is recommending to approve the following liquor licenses for 2027. 18 Commercial On-Sale / Off Sale License Renewals; 2 Motel/ Hotel License Renewals; 3 Lodge / Club License Renewals; 13 Restaurant License Renewals, 1 Beer & Wine Concession License Renewal, 1 Microbrewery Renewal, 4 Beer Only Renewals. The City Administration recommends approval of 2027 liquor license renewals.

MOTION BY: Jason Fridrich SECONDED BY: Robert Baer
To approve the 2027 Liquor License Renewals as presented.

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

D. 2027 Tobacco License Renewals

City Administrator Dustin Dassinger states each year the City Commission reviews and approves the renewal of tobacco licenses for establishments operating in city limits. The 2027 Tobacco Licenses include 50 renewals. We are still waiting on one establishment to submit paperwork for renewal, which will be brought forward to the commission when submitted. City Administration recommends approval of the 2027 license renewals which have been submitted.

MOTION BY: Russ Murphy SECONDED BY: Joe Ridl
To approve the 2027 Tobacco License renewals.

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

E. Sales Tax Resolution

City Administrator Dustin Dassinger states the City of Dickinson initially adopted a one-percent (1%) sales and use tax in 1990 and subsequently amended the tax in 2001 to include an additional one-half percent (0.5%). Since that time, the City's infrastructure needs, capital improvement priorities, and community expectations have continued to evolve. The City is experiencing increasing demands for investment in public infrastructure, recreational amenities, parks, trails, and other quality-of-life improvements that contribute to the long-term vitality and attractiveness of Dickinson. These investments are important not only to current residents but also to supporting future growth, economic development, and the continued strength of southwestern North Dakota. The proposed resolution authorizes the submission of an additional one-percent (1%) sales and use tax to Dickinson voters for consideration. This tax would be dedicated exclusively to quality-of-life projects and public infrastructure improvements, with the following allocation requirements: Minimum of 50% – Quality-of-Life and Recreational Projects**:** Funding would support parks, recreational facilities, trails, and other community enhancements. Up to 50% – Public Infrastructure Projects**:** Funding would support necessary public infrastructure improvements and capital projects throughout the City. Administrator Dassinger also explains more of what the resolution allows: Approves the Notice of Election attached as Exhibit A and directs its publication in the Dickinson Press. Approves the proposed ballot language attached as Exhibit B. Authorizes the City Administrator to coordinate and complete all necessary election requirements in accordance with the City Code and North Dakota Century Code. Authorizes the City Administrator to work jointly with Stark County to assist with the administration and conduct of the election. Directs publication of the adopted resolution in the Dickinson Press. City Administration recommends approval of the resolution authorizing and calling for a special election on June 8, 2027, allowing Dickinson voters the opportunity to determine whether an additional one-percent (1%) sales and use tax should be implemented to support quality-of-life projects and public infrastructure improvements.

Commissioner Joe Ridl states that he has seen in the public last few days since agenda was out a lot of negative stuff in regards to this tax. He states is concerned about the special election and cost behind it. He has been hearing a lot of dedication of where it is going and what it is going to be used for.

President Scott Decker states the City has had we have had multiple votes on sales tax. The first time it was brought it up it wasn't specific enough. The second time everyone stated the City was very specific where it was going to go – too specific. He feels people just want to argue no matter whatever the City decides to choose. The City has voted on this 2 times before. First time property tax relief second time public safety tax divided with county – too narrow. To me when I got out and talk to people and people are looking to vote no and that is why there is an election. People can't flip back and forth all the time on this. There will be ideas that will come forward quality of life, groups in town already, pushing for extending trail system and improving them; buildings – right now – contacted by ND realtors want to have their convention in town, no one wants to hold their convention. Not a facility that wants to and the one that did say that they would do it, the cost was way too high. We tried to build a center before, tried to do a joint thing with the county, the city leaders back in the 1980s to build a dome here. We need something that we can hold events here. People want to come here. Those facilities would generate sales tax and this is the largest part of revenue here. One penny gets us $8 million dollars. The City of Dickinson is trying to play catch up. Projects are out to 2029. State capped us on 3% sales tax. I get the argument that we are not being specific enough and in the past we were specific and we were too narrowed minded.

Administrator Dustin Dassinger states City staff has worked very hard with the Parks and Rec and Dickinson has a huge shortage of indoor court, need for another sheet of ice. The second half of the presentation done by engineering was for capital improvement projects that we need in the next 10 years. That is where the other 50% would go to.

Commissioner Russ Murphy states while the City was getting ready for 2027 and every meeting was open to the public and there was a lot of things we start the budget with and then whittle it down. I think we need to look at what has been in the news here the last months, municipalities putting vote out to raise 3% cap. This was defeated. A lot of infrastructure that needs to be done. He states the citizens take it for granted that the road is the road and it is going to be there. Turn on faucet water comes; want snow removal, harder and harder to do this. This affects everyone that comes to town. Don't see any other way to fund these things to create a city that is going to be here and to attract people to come here. No one likes a tax – somehow some way we need to have this. He states this is the fairest way to do it and not put all on property owners.

MOTION BY: Robert Baer SECONDED BY: Russ Murphy
To approve Resolution No. 50-2026

RESOLUTION NO. ___50 - 2026

A RESOLUTION TO AUTHORIZE AND CALL FOR AN ELECTION TO ADD AN ADDITIONAL ONE PERCENT SALES AND USE TAX WITHIN THE CITY OF DICKINSON FOR QUALITY OF LIFE PROJECTS AND PUBLIC INFRASTRUTURE

DISPOSITION: Roll call vote…Aye 4, Nay 1 (Ridl), Absent 0
Motion declared duly passed

F. Monthly Financial Report

Deputy Finance Director Katie Greenwood presents the October financial report which is right on track for revenue and expenditures a little under. The 1 ½% sales tax is over a million dollars; Hospitality Tax $120,700; Occupancy Tax shows a 10% increase. Oil impact shows an increase of $1.5 million and we are now at what budget was expected for 2026 at $15 million. Enterprise funds expended and reviewed. A lot of things happen in October for Finance Department, the 2024 audit complete and is on website; working on OpenGov; AP Specialist Opening. Marlease gave 13 years of service and ended up moving and the City would like to thank her for all her time. An offer has been given now. A $5 million dollar CD matured – keep $1 million toward pension plan as running low on CMA. Used law enforcement sale at $2.2 million CD at 4.31%.

F. HR Monthly Report

HR Director Shelly Nameniuk presents the monthly report which was created on November 12, 2026. She reviewed the open positions for the Police Department, Public Works, Finance, Engineering, and Board and Committees.

G. City Administrators Contract

President Scott Decker states he has sat down and visited with City Administrator Dustin Dassinger in regards to his contract. They had visited in regards to what his intentions are for staying with City. The Commissioners did have an Executive Session and the Commissioners gave parameters to operate and go back to Mr. Dassinger and negotiate to an extension of his contract and pay increase. The Commissioner had agreed to extend the contract until 12/31/2029. Mr. Dassinger's pay raise will reflect going forward the increases equal to the City Engineer's increases. A copy of the contract sent out to all Commissioners.

Commissioner Jason Fridrich stated the Commissioners visited with it at the last meeting. Commissioner Fridrich states they are happy with Administrator Dassinger and that he has done a great job for the City and dedicated to be here for a little longer.

Commissioner Russ Murphy states there have been past multiple administrators and there is a lot going on in the City. Mr. Murphy commends Administrator Dassinger for keeping the Commissioners informed, city staff and public. He states this is not an easy job and Mr. Dassinger handles it very well and very professionally. The Commissioners had a good conversation in the Executive Session.

Commissioner Robert Baer states he is very pleased with the work Mr. Dassinger has done and loved to see him stay on and continue the work. This job is very hectic at times. Commissioner Baer states Mr. Dassinger to keep up the good work.

Commissioner Joe Ridl states it takes a special breed to do his job and he thanked Mr. Dassinger for what he does.

President Scott Decker states they speak every day and sometimes more than once a day and not an easy job and appreciate all the time taking care of Commissioners, staff and residents.

Administrator Dustin Dassinger thanks the Commission and is looking forward to working for city next the 3 years.

MOTION BY: Robert Baer SECONDED BY: Jason Fridrich
To approve Administrator Dustin Dassinger's contract as presented.

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

4. PUBLIC WORKS

A. Solid Waste Trash Compactor Bid Award and Contract

Public Works Director Robert Clemow presents for consideration is a purchase agreement with Titan Machinery (Titan) for the purchase of a 2027 Tana H380 landfill compactor. The compactor purchase price is $1,175,900 with a $63,000 trade-in allowance for a net price of $1,112,900. Director Clemow reviews the evaluation process and states the bids were open on October 20, 2026. The City Attorney has reviewed the contract. Public Works Staff recommends approval of the purchase of the TANA H380 from Titan Machinery.

Commissioner Jason Fridrich states staff had a long discussion and bid the project out on other time. Commend staff and putting extra work and a lot of work an thank Mr. Keller and go back to drawing board. He really put these bidders to task, cost of ownership, repairs and service. Commend all the hard work.

MOTION BY: Jason Fridrich SECONDED BY: Russ Murphy

To approve the purchase of the TANA H380 from Titan Machinery.

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

5. PUBLIC SAFETY

Fire

1. No Report

Police

A. Quarterly Police Report

Police Chief Joe Cianni presents the quarterly report for the Dickinson Police Department. He reviews the emergency and nonemergency calls at 18,303 calls coming in and out. There were 6,896 calls for service, approximately 2300 calls per each month. Accident records show 248 accidents with 17 injuries which is 83 accidents per month. There were 1255 traffic stops made with 407 citations; 475 warnings and 179 arrests. There were 300 arrests made this quarter. There were 187 cases assigned to CID and called out 35 times. Chief Cianni reviews the notable incidents. Training, 588 total hours. Chief Cianni states animal shelter had 433 calls for service with 180 animals impounded. SRO - 62 investigated reports. Trending was vaping and now disorderly conduct and fighting. Taking firm approach and working with school to curb this. Alcohol resurfacing in juveniles. Community events reviewed. He states President Trumps visit impacted Dickinson. Honoring of President Trump in Medora. Cianni states Tiffany Whinery has completed her 10 year anniversary. She is a great asset to department and the community as she puts in a lot of extra hours and duties.

Commissioner Jason Fridrich questions the recent incident with individuals and juveniles and school kids involved in this incident.
Chief Cianni states yes there was an incident and the police department got in front of that fairly quickly. Delayed release due to public as a lot of identified. All involved and arrests and several juveniles transferred to YCC. Take that seriously and any significant assaults juvenile and adults and will be held accountable. They go to jail in that nature.

Cianni states the Police Department Staff had done a nice job and to get above of it. Great job and he appreciates it.

Commissioner Robert Baer questions sexual offenders and the use of AI for sexual harassment.

Chief Cianni not a lot of this gets responded to use directly. Very difficult to catch a predator and have an assigned staff dedicated to that. We are seeing AI issues and a lot of sharing of images. Kids and parents showing those pictures are a crime. Proposed in

legislature and hoping to get a lot of these passed in the federal. Trying to get a hold of that but a long ways to go.

Commissioner Baer states using AI make an Emoji out of a youngster and create a sexual image and use it as a child. Parents need to be aware of who they hang out with, who is on the computer as they are talking to older people.

Commissioner Russ Murphy visits about the calls for service. Commissioners Baer and Murphy have been contacted with animals on the loose. What we did with the code is that helping at all. Large number of impoundments. How can we get in front of this as the owners of the pets are responsible and if it causes an issue. Is the code that we have enough.

Chief Cianni believes the code is enough. Viscous animal code specific case. The animal was in the vehicle that jumped out of the vehicle and attached community member that had a dog. We take action when we can, we are trying to balance and give benefit of the doubt. Policy to give owners a warning first and check history in record management. If the owners have had previous contact will be cited. Sometimes we make a mistake as far as we should have taken more action but we are monitoring it as well. Reminded that there is a leash law, verbal leash does not work in the city.

6. COMMUNITY DEVELOPMENT SERVICES

A. 202409 – Fire Station 1 Contract Amendment with ICON Architecture

MOTION BY: Jason Fridrich SECONDED BY: Russ Murphy

To table this item until the December 3, 2026 meeting.

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

B. 202409 – Fire Station 1 Contract Amendment for CMAR with JE Dunn

MOTION BY: Jason Fridrich SECONDED BY: Russ Murphy

To table this item until the December 3, 2026 meeting.

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

C. Lot 27A Quit Claim Deed from Dickinson Parks and Recreation

Senior Engineer Kris Keller presents for consideration is a Quit Claim Deed from Dickinson Park District to the City of Dickinson, ND. The quit claim deed is the conclusion of the Joint Powers Agreement which was approved by the City Commission at the August 4, 2026 City Commission meeting which created the land swap for Lot 27A, Block 3 of Washington 4th Addition to the City of Dickinson. The Dickinson Park District approved the quit claim deed at their November 9, 2026 meeting. The City Attorney has reviewed the quit claim deed, and all comments were addressed. The City Engineering & Fire Department staff recommend approval.

MOTION BY: Robert Baer SECONDED BY: Russ Murphy
To approve Lot 27A quit claim deed from Dickinson Parks and Recreation.

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

D. WRF Primary Treatment Electrical bid Award

Senior Engineer Kris Keller presents for consideration an award for the project number 202518 – Water Reclamation Facility (WRF) PRELIMINARY TREATMENT IMPROVEMENTS – Electrical Repairs project. Engineer Keller reviews the scope of work which includes:

- Repair all degraded electrical copper conductors due to Hydrogen Sulfide (H2S) gas.
- Replace damaged electrical components.

Engineer Keller states the bid opening was held on October 26th, 2026, at which no bids were received. This project is deemed essential to facility operation and the public welfare, Yes, LLC (Yes). was approached to provide a bid for the scope of work as this contractor completed the initial assessment of the facility. Yes has provided a bid submittal of $305,080.00. The construction is planned to be completed during 2027. The project was budgeted in the 2026 and 2027 CIP plan and will be funded with Cash on Hand. The City Attorney is reviewing the contract documents. The city engineering and public works staff recommend approval pending legal review.

MOTION BY: Russ Murphy SECONDED BY: Robert Baer
To approve WRF Primary Treatment Electrical Bid Award.

DISPOSITION: Roll call vote…Aye 5, Nay 0, Absent 0
Motion declared duly passed

7. PUBLIC HEARING – 5:00 P.M.

A. None

8. PUBLIC COMMENS NOT ON AGENDA

Mr. Randy Fleck is questioning the cost of special election.

Deputy City Administrator Linda Carlson states the recall which was a special election cost the City $27,962.95which included the staff salary.

Mr. Randy Fleck states how many times can the City rehash this. Residents said no two times. Looking at over $50 thousand for special election for something the residents don't want. Why do we need extra facility. When is enough enough. Simple fact that the residents are tired of it and done with it. Residents are being taxed to death. People coming through here it will help. I don't think it can justify the residents that spend our

money in town. I don't go to Bismarck to buy items. I hope this one doesn't fly but are we going to do it again. The more you put it on the ballot you are going to get it passed. I think we need to look closer at the money we have. Waste of money for having roundabouts. I have already seen people are not used to roundabout. Look at accident rates on those. Guarantee traffic light is cheaper. Quality of life – what are we going to do – build another 100 miles of foot paths – monitor those who use them. He states very few people use them. He states the biggest use is Patterson lake – it could use some help. I don't see where another $8 million is going to improve the quality of life in Dickinson. He states less than 10% of the people of Dickinson use the foot paths.

President Scott Decker states the City will use 50% public infrastructure and 50% quality of life. He does state it would cost $30 million dollars to dredge the lake.

Mr. Fleck states dealing with State/Federal is a nightmare for the lake. Who is going to control the money.

President Scott Decker states $8 million more and now we collect $12 million dollars. He invites Mr. Fleck to sit in on our budget meeting as it is open to the public. President Decker has been on the Commission since 2014, 12 years and only 2 people have showed up to the budget meeting and this was because we were going to cut their subsidy.

Mr. Fleck states again how many times is the City going to rehash this item.

9. COMMISSION COMMENTS

Commissioner Robert Baer states he would like to reiterate what Commission Murphy said about the animals. Individuals who own dogs, if you are pet owner you want to know what the city's laws about owning a pet go to city website and pull up century code for section 6 and it basically spells out exactly what are the rules are for owning a pet, what kind of pet you can have, how many you can have, what is pet at large, etc. Also, if they should need vaccinations to be licensed. It is a quick and easy read. Every responsible pet owner in the city should read this and know what the rules are. My dogs are very good care in my care and my wife's care. The animals listen very well to you but when walking out in public there are to many factors that are uncontrollable and at any moment the dogs can rely on basic instincts and do something you are not prepared for. When you're walking your dog or cat it needs to be on a leash to not only to protect other people walking their dogs but to protect yourself and your animals and also to other people and pets. Maybe consider putting a dog park on the north side of town.

11. ADJOURNMENT

MOTION BY: Jason Fridrich SECONDED BY: Robert Baer

Adjournment of the meeting was at 5:45 P.M.

DISPOSITION: Roll call vote… Aye 5, Nay 0, Absent 0
Motion declared duly passed.

OFFICIAL MINUTES PREPARED BY:

_____

Rita Binstock, Assistant to City Administrator

APPROVED BY:

_____

Dustin Dassinger, City Administrator

_____

Scott Decker, President
Board of City Commissioners

Date: December 17, 2026

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson
Payables Management

Ranges:
Vendor ID: First - Last
Class ID: First - Last
Payment Priority: First - Last
Vendor Name: First - Last
FED TAX CLAS: First - Last
Posting Date: First - Last
Document Number: First - Last

Print Option: DETAIL
Age By: Document Date
Aging Date: 11/1/2026

Exclude: Credit Balance, Zero Balance, No Activity, Unposted Applied Credit Documents, Multicurrency Info
Sorted By: Vendor Name
Document Date

*** - Indicates an unposted credit document that has been applied.**

Vendor ID: 850 **Name:** ABM EQUIPMENT & SUPPLY INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	INV13849	INV	11/9/2026	11/9/2026	$15,844.40	VACCON UNIT TRANSFER CA		$15,844.40			
	AR2135847	INV	11/23/2026	11/23/2026	$3,283.34	CONTRACT		$3,283.34			
							Due				
Voucher(s): 2						Aged Totals:	$19,127.74	$19,127.74	$0.00	$0.00	$0.00

Vendor ID: 6772 **Name:** ACCUBRINE LLC **Class ID:** **FED TAX CLAS:** LLC-P

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1371	INV	10/16/2026	10/16/2026	$3,250.00	PRE SEASON STARTUP		$3,250.00			
							Due				
Voucher(s): 1						Aged Totals:	$3,250.00	$3,250.00	$0.00	$0.00	$0.00

Vendor ID: 5458 **Name:** AFFORDABLE TREE SERVICE LLC **Class ID:** 1099 **FED TAX CLAS:** SOLE PROP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1832	INV	11/13/2026	11/13/2026	$17,300.00	TREE REMOVAL @ 5 SITES		$17,300.00			
	1840	INV	11/20/2026	11/20/2026	$2,100.00	REMOVAL 1079 11TH AVE W		$2,100.00			
							Due				
Voucher(s): 2						Aged Totals:	$19,400.00	$19,400.00	$0.00	$0.00	$0.00

Vendor ID: 6348 **Name:** ALL FLAGS, LLC **Class ID:** 1099 **FED TAX CLAS:** LLC

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	842349	INV	11/5/2026	11/5/2026	$404.40	FLAGS		$404.40			
							Due				
Voucher(s): 1						Aged Totals:	$404.40	$404.40	$0.00	$0.00	$0.00

Vendor ID: 5115 **Name:** ALLSTATE PETERBILT OF DICKINSON **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	4604228339	INV	11/13/2026	11/13/2026	$86.48	UNIT R63		$86.48			
	4604228349	INV	11/13/2026	11/13/2026	$73.38	UNIT R62		$73.38			
	4604227934	INV	11/16/2026	11/16/2026	$58.99	UNIT R48		$58.99			
	4604228351	INV	11/16/2026	11/16/2026	$74.86	UNIT R63		$74.86			
	4604228408	INV	11/19/2026	11/19/2026	$161.34	UNIT R63		$161.34			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

	4604228616	INV	11/24/2026	11/24/2026	$1,015.26	UNIT R63		$1,015.26			
	4604228795	INV	11/24/2026	11/24/2026	$250.56	SUPPLIES		$250.56			
Voucher(s):	**7**					**Aged Totals:**	**Due** **$1,720.87**	**$1,720.87**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 9771 **Name:** AMAZON CAPITAL SERVICES **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1M63-J7PR-6NTH	INV	11/3/2026	11/3/2026	$233.41	SUPPLIES		$233.41			
	174F-717K-J99N	INV	11/10/2026	11/10/2026	$201.77	SUPPLIES		$201.77			
	1JCH-R7J7-4NCL	INV	11/12/2026	11/12/2026	$14.39	SUPPLIES		$14.39			
	1FNT-FFJM-47CC	INV	11/13/2026	11/13/2026	$7.72	SUPPLIES		$7.72			
	1W1C-1XDH-GGCF	INV	11/13/2026	11/13/2026	$169.70	SUPPLIES		$169.70			
	1GJY-MKPQ-7FXH	INV	11/14/2026	11/14/2026	$118.98	SUPPLIES		$118.98			
	197L-RF91-3VF3	INV	11/17/2026	11/17/2026	$146.11	OFFICE SUPPLIES		$146.11			
	1G6P-GWDG-47MM	INV	11/18/2026	11/18/2026	$69.00	SUPPLIES		$69.00			
	19WQ-DC9K-7HQF	INV	11/19/2026	11/19/2026	$46.31	OFFICE SUPPLIES		$46.31			
	1CNW-69DD-L1RM	INV	11/23/2026	11/23/2026	$74.94	SUPPLIES		$74.94			
	1G6F-3MXT-J6PD	INV	11/23/2026	11/23/2026	$509.67	SUPPLIES		$509.67			
	1HR3-GTKW-GN9R	INV	11/23/2026	11/23/2026	$33.87	SUPPLIES		$33.87			
	1PTG-JYLT-FN1C	INV	11/23/2026	11/23/2026	$25.99	SUPPLIES		$25.99			
Voucher(s):	**13**					**Aged Totals:**	**Due** **$1,651.86**	**$1,651.86**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 4278 **Name:** APEX **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	25300	INV	10/31/2026	10/31/2026	$7,022.00	202233/ SCOPE OF WORK CH/		$7,022.00			
	25302	INV	10/31/2026	10/31/2026	$43,000.00	202605		$43,000.00			
	25303	INV	10/31/2026	10/31/2026	$1,756.00	202503/ FINAL PROJECT CLOS		$1,756.00			
	25304	INV	10/31/2026	10/31/2026	$5,775.00	202513/ FINAL PROJECT CLOS		$5,775.00			
	25305	INV	10/31/2026	10/31/2026	$920.50	202309		$920.50			
	25306	INV	10/31/2026	10/31/2026	$22,572.00	202703		$22,572.00			
	25338	INV	10/31/2026	10/31/2026	$2,270.50	202521		$2,270.50			
Voucher(s):	**7**					**Aged Totals:**	**Due** **$83,316.00**	**$83,316.00**	**$0.00**	**$0.00**	**$0.00**

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Vendor ID: 37 **Name:** AT&T **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	0304912147001 NOV	INV	11/13/2026	11/13/2026	$40.22	LONG DISTANCE		$40.22			
							Due				
Voucher(s): 1						Aged Totals:	$40.22	$40.22	$0.00	$0.00	$0.00

Vendor ID: 68 **Name:** B & K ELECTRIC **Class ID:** **FED TAX CLAS:** C-CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	7543	INV	10/15/2026	10/15/2026	$54,000.00	R SERVICE/ VALVE REPLACEI		$54,000.00			
	202152	INV	11/4/2026	11/4/2026	$340.00	PW FLAGPOLE		$340.00			
	202163	INV	11/12/2026	11/12/2026	$192.44	12ST ST STREET LIGHT		$192.44			
	202164	INV	11/12/2026	11/12/2026	$417.44	I94 STREET LIGHT		$417.44			
	202166	INV	11/12/2026	11/12/2026	$314.60	100BLK E VILLARD STEET LIG		$314.60			
	202170	INV	11/16/2026	11/16/2026	$150.00	21ST&STATES EMERGENCY T		$150.00			
	202171	INV	11/16/2026	11/16/2026	$600.00	STATES&VILLARD TURN SIGN		$600.00			
	202184	INV	11/16/2026	11/16/2026	$289.00	15TH ST W STREET LIGHT		$289.00			
	202177	INV	11/17/2026	11/17/2026	$1,295.00	8TH ST SW STREET LIGHT		$1,295.00			
	202178	INV	11/17/2026	11/17/2026	$510.00	15TH ST W STREET LIGHT		$510.00			
	202179	INV	11/17/2026	11/17/2026	$400.40	FAIRWAY STREET LIGHT		$400.40			
	202180	INV	11/17/2026	11/17/2026	$2,409.60	STATES&FAIRWAY		$2,409.60			
	202195	INV	11/23/2026	11/23/2026	$271.50	PSC MN STREET LIGHTS		$271.50			
							Due				
Voucher(s): 13						Aged Totals:	$61,189.98	$61,189.98	$0.00	$0.00	$0.00

Vendor ID: 6203 **Name:** BALCO UNIFORM - POLICE ACCOUNT **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	90169	INV	11/12/2026	11/12/2026	$229.36	UNIFORMS		$229.36			
							Due				
Voucher(s): 1						Aged Totals:	$229.36	$229.36	$0.00	$0.00	$0.00

Vendor ID: 6096 **Name:** BARTLETT & WEST, INC **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	00730113742	INV	11/2/2026	11/2/2026	$1,365.00	202215		$1,365.00			
	00730113518	INV	11/6/2026	11/6/2026	$34,500.00	202617		$34,500.00			
							Due				
Voucher(s): 2						Aged Totals:	$35,865.00	$35,865.00	$0.00	$0.00	

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Vendor ID: 5996 **Name:** BIG HORN TIRE, INC **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	23070	INV	11/19/2026	11/19/2026	$176.00	UNIT R60		$176.00			
							Due				
Voucher(s): 1						Aged Totals:	$176.00	$176.00	$0.00	$0.00	$0.00

Vendor ID: 9805 **Name:** BOBCAT OF MANDAN, INC. **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	15901	INV	11/13/2026	11/13/2026	$360.98	UNIT WR2		$360.98			
							Due				
Voucher(s): 1						Aged Totals:	$360.98	$360.98	$0.00	$0.00	$0.00

Vendor ID: 5004 **Name:** BOUND TREE MEDICAL LLC **Class ID:** **FED TAX CLAS:** LLC-P

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	600000675	INV	11/3/2026	11/3/2026	$1,978.44	SUPPLIES		$1,978.44			
	600000819	INV	11/3/2026	11/3/2026	$232.53	SUPPLIES		$232.53			
	600001757	INV	11/3/2026	11/3/2026	$433.90	SUPPLIES		$433.90			
	600009263	INV	11/9/2026	11/9/2026	$249.99	SUPPLIES		$249.99			
	600013384	INV	11/10/2026	11/10/2026	$1,388.83	SUPPLIES		$1,388.83			
	600019546	INV	11/16/2026	11/16/2026	$171.99	SUPPLIES		$171.99			
	600021974	INV	11/17/2026	11/17/2026	$501.89	SUPPLIES		$501.89			
							Due				
Voucher(s): 7						Aged Totals:	$4,957.57	$4,957.57	$0.00	$0.00	$0.00

Vendor ID: 4390 **Name:** BRAUN DISTRIBUTING **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	429647	INV	11/13/2026	11/13/2026	$457.62	WATER		$457.62			
	429336	INV	11/16/2026	11/16/2026	$94.08	SUPPLIES		$94.08			
	40828	INV	11/18/2026	11/18/2026	$75.65	WATER		$75.65			
							Due				
Voucher(s): 3						Aged Totals:	$627.35	$627.35	$0.00	$0.00	$0.00

Vendor ID: 3527 **Name:** BRAUN INTERTEC CORPORATION **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	IN1030728	INV	10/2/2026	10/2/2026	$9,297.00	202409		$9,297.00			
	IN1035996	INV	10/31/2026	10/31/2026	$614.00	202409		$614.00			
							Due				
Voucher(s): 2						Aged Totals:	$9,911.00	$9,911.00	$0.00	$0.00	

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Vendor ID: 592 **Name:** BRAVERA INSURANCE **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	20350	INV	11/23/2026	11/23/2026	$440.00	ADDITION 2027 FREIGHTLINEI		$440.00			
							Due				
Voucher(s): 1						Aged Totals:	$440.00	$440.00	$0.00	$0.00	$0.00

Vendor ID: 96 **Name:** BUTLER MACHINERY CO **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	09PS0405741	INV	11/11/2026	11/11/2026	$139.26	UNIT R29		$139.26			
	09PS0405874	INV	11/13/2026	11/13/2026	$132.79	SUPPLIES		$132.79			
	09CS0037133	CRM	11/14/2026		($121.42)	UNIT R29		($121.42)			
	09CS0037134	CRM	11/14/2026		($1,411.84)	UNIT R29		($1,411.84)			
	09PS0406052	INV	11/17/2026	11/17/2026	$1,410.06	UNIT R29		$1,410.06			
	09PS0406187	INV	11/19/2026	11/19/2026	$1,410.06	UNIT R29		$1,410.06			
	09WO0135823	INV	11/19/2026	11/19/2026	$1,798.00	UNIT R61		$1,798.00			
	09WO0135857	INV	11/20/2026	11/20/2026	$413.00	UNIT R56		$413.00			
	09CS0037171	CRM	11/21/2026		($35.99)	PARTS RETURN		($35.99)			
							Due				
Voucher(s): 9						Aged Totals:	$3,733.92	$3,733.92	$0.00	$0.00	$0.00

Vendor ID: 3431 **Name:** CENGAGE LEARNING **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	999103763332	INV	11/6/2026	11/6/2026	$52.50	SUPPLIES		$52.50			
	999103763334	INV	11/6/2026	11/6/2026	$81.00	SUPPLIES		$81.00			
	999103777332	INV	11/12/2026	11/12/2026	$234.00	SUPPLIES		$234.00			
	999103784944	INV	11/16/2026	11/16/2026	$57.00	SUPPLIES		$57.00			
	999103784945	INV	11/16/2026	11/16/2026	$159.75	SUPPLIES		$159.75			
	999103784960	INV	11/16/2026	11/16/2026	$281.29	SUPPLIES		$281.29			
							Due				
Voucher(s): 6						Aged Totals:	$865.54	$865.54	$0.00	$0.00	$0.00

Vendor ID: 6042 **Name:** CENTRAL DAKOTA FORENSIC NURSE EXAMINEF **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	SANE SEPT 2026	INV	11/13/2026	11/13/2026	$7,532.68	SEPTEMBER 2026 SN27001		$7,532.68			
							Due				
Voucher(s): 1						Aged Totals:	$7,532.68	$7,532.68	$0.00	$0.00	

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Vendor ID: 6608 **Name:** CHRISTOPHER DICKINSON **Class ID:** **FED TAX CLAS:** EMPLOY

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	11.23.2026	INV	11/23/2026	11/23/2026	$358.40	REIMBURSEMENT STATE CLA		$358.40			
							Due				
Voucher(s): 1						Aged Totals:	$358.40	$358.40	$0.00	$0.00	$0.00

Vendor ID: 2725 **Name:** CLEAN SWEEP VACUUM CENTER **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	220000117293	INV	11/18/2026	11/18/2026	$119.07	SUPPLIES		$119.07			
	220000117349	INV	11/21/2026	11/21/2026	$89.36	SUPPLIES		$89.36			
							Due				
Voucher(s): 2						Aged Totals:	$208.43	$208.43	$0.00	$0.00	$0.00

Vendor ID: 6591 **Name:** CLEARSTREAM ENVIRONMENTAL, INC **Class ID:** **FED TAX CLAS:** C -CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	12437	INV	10/5/2026	10/5/2026	$55,988.50	202419 MILESTONE BILLING		$55,988.50			
							Due				
Voucher(s): 1						Aged Totals:	$55,988.50	$55,988.50	$0.00	$0.00	$0.00

Vendor ID: 6689 **Name:** COAST TO COAST SOLUTIONS, INC **Class ID:** **FED TAX CLAS:** S-CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	IVC0122112	INV	11/10/2026	11/10/2026	$238.92	SUPPLIES		$238.92			
	IVC0122171	INV	11/13/2026	11/13/2026	$696.53	SUPPLIES		$696.53			
							Due				
Voucher(s): 2						Aged Totals:	$935.45	$935.45	$0.00	$0.00	$0.00

Vendor ID: 4683 **Name:** COLDSPRING **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	RI 2612400	INV	11/10/2026	11/10/2026	$641.99	ROSE CRYPT		$641.99			
							Due				
Voucher(s): 1						Aged Totals:	$641.99	$641.99	$0.00	$0.00	$0.00

Vendor ID: 6157 **Name:** CORE & MAIN LP **Class ID:** 1099 **FED TAX CLAS:** PARTNERSHIP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	V000085428	INV	11/11/2026	11/11/2026	$2,398.10	1733 FRAMES		$2,398.10			
							Due				
Voucher(s): 1						Aged Totals:	$2,398.10	$2,398.10	$0.00	$0.00	$0.00

Vendor ID: TEMP000565 **Name:** DAKOTA FAITH LLC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	UTPAY549	INV	11/19/2026	11/19/2026	$180.02	Utility Account: 1038610.025		$180.02			
							Due				
Voucher(s): 1						Aged Totals:	$180.02	$180.02	$0.00	$0.00	$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Vendor ID: 145 **Name:** DCI CREDIT SERVICES INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	GARNISH 11.27.26	INV	11/25/2026	11/25/2026	$303.49	CASE 45-2026-CV-00985		$303.49			
							Due				
Voucher(s): 1						Aged Totals:	$303.49	$303.49	$0.00	$0.00	$0.00

Vendor ID: 162 **Name:** DENNYS ELECTRIC INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	D2842	INV	10/31/2026	10/31/2026	$287.50	W BUSINESS LOOP EXIT 59		$287.50			
							Due				
Voucher(s): 1						Aged Totals:	$287.50	$287.50	$0.00	$0.00	$0.00

Vendor ID: 6600 **Name:** DESHA'S ALTERATIONS **Class ID:** 1099 **FED TAX CLAS:** INDIVIDUAL

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	218073	INV	11/12/2026	11/12/2026	$25.00	SERVICE/ UNIFORM MENDING		$25.00			
							Due				
Voucher(s): 1						Aged Totals:	$25.00	$25.00	$0.00	$0.00	$0.00

Vendor ID: 1011 **Name:** DICKINSON AREA BUILDERS ASSOCIATION **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	3755	INV	11/12/2026	11/12/2026	$600.00	MEMBERSHIP DUES		$600.00			
							Due				
Voucher(s): 1						Aged Totals:	$600.00	$600.00	$0.00	$0.00	$0.00

Vendor ID: 6661 **Name:** DICKINSON HARDWARE LLC - PINE CREEK PART **Class ID:** **FED TAX CLAS:** C-CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	410006/12	INV	11/3/2026	11/3/2026	$26.25	SUPPLIES		$26.25			
	410112/12	INV	11/10/2026	11/10/2026	$40.47	SUPPLIES		$40.47			
	410215/12	INV	11/17/2026	11/17/2026	$29.52	SUPPLIES		$29.52			
	410226/12	INV	11/17/2026	11/17/2026	$24.27	SUPPLIES		$24.27			
	410240/12	INV	11/18/2026	11/18/2026	$65.98	SUPPLIES		$65.98			
	410254/12	INV	11/18/2026	11/18/2026	$8.99	SUPPLIES		$8.99			
	410285/12	INV	11/20/2026	11/20/2026	$28.58	SUPPLIES		$28.58			
							Due				
Voucher(s): 7						Aged Totals:	$224.06	$224.06	$0.00	$0.00	$0.00

Vendor ID: 167 **Name:** DICKINSON TR AIRPORT **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	NOV 2026	INV	11/16/2026	11/16/2026	$14,257.85	COUNTY TAX DISTRIBUTION/		$14,257.85			
							Due				
Voucher(s): 1						Aged Totals:	$14,257.85	$14,257.85	$0.00	$0.00	$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Vendor ID: 1982 **Name:** DIRECTMED **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	42849	INV	11/11/2026	11/11/2026	$200.40	SUPPLIES		$200.40			
							Due				
Voucher(s): 1						Aged Totals:	$200.40	$200.40	$0.00	$0.00	$0.00

Vendor ID: 200 **Name:** DURACLEAN CLEANING SERVICE **Class ID:** 1099 **FED TAX CLAS:** MISC

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1274353	INV	11/23/2026	11/23/2026	$1,277.50	FIRE CARPETS		$1,277.50			
	1274365	INV	11/23/2026	11/23/2026	$180.25	MVD CARPET		$180.25			
	1274376	INV	11/23/2026	11/23/2026	$4,130.00	CITY HALL CARPET		$4,130.00			
							Due				
Voucher(s): 3						Aged Totals:	$5,587.75	$5,587.75	$0.00	$0.00	$0.00

Vendor ID: 1039 **Name:** ELDER CARE **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	6498	INV	9/30/2026	9/30/2026	$389.72	REIMBURSED UTILITIES			$389.72		
	6499	INV	10/31/2026	10/31/2026	$914.78	REIMBURSED UTILITIES		$914.78			
							Due				
Voucher(s): 2						Aged Totals:	$1,304.50	$914.78	$389.72	$0.00	$0.00

Vendor ID: 2535 **Name:** ELECTRIC PUMP **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	042136	INV	11/1/2026	11/1/2026	$6,585.75	FLEXASEAL BROADWAY PLAI		$6,585.75			
							Due				
Voucher(s): 1						Aged Totals:	$6,585.75	$6,585.75	$0.00	$0.00	$0.00

Vendor ID: 6205 **Name:** EVERSPRING INN & SUITES - BISMARCK **Class ID:** **FED TAX CLAS:** LLC-P

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	582663 DENNIS 205	INV	10/28/2026	10/28/2026	$339.00	CHECK IN 10/25 DENNIS 205		$339.00			
	582663 STOCKIE 220	INV	10/28/2026	10/28/2026	$226.00	CHECK IN 10/26 STOCKIE		$226.00			
	582663 WALLACE 31(	INV	10/28/2026	10/28/2026	$339.00	CHECK IN 10/25 WALLACE 31(		$339.00			
							Due				
Voucher(s): 3						Aged Totals:	$904.00	$904.00	$0.00	$0.00	$0.00

Vendor ID: 6237 **Name:** EVOQUA WATER TECHNOLOGIES LLC **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	AM60002492	INV	11/19/2026	11/19/2026	$21,103.50	BIOXIDE		$21,103.50			
	AM60002493	INV	11/19/2026	11/19/2026	$633.11	FUEL SURCHARGE DELIVERY		$633.11			
	AM60002501	INV	11/19/2026	11/19/2026	$21,810.25	BIOXIDE		$21,810.25			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

							Due			
Voucher(s):	3				Aged Totals:	$43,546.86	$43,546.86	$0.00	$0.00	$0.00

Vendor ID: 181 **Name:** FACTORY MOTOR PARTS **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	206-043607	INV	11/12/2026	11/12/2026	$206.43	SUPPLIES		$206.43			
							Due				
Voucher(s):	1				Aged Totals:	$206.43	$206.43	$0.00	$0.00	$0.00	

Vendor ID: 1567 **Name:** FASTENAL COMPANY **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	NDDIC213073	INV	11/16/2026	11/16/2026	$2,334.92	FILTERS		$2,334.92			
							Due				
Voucher(s):	1				Aged Totals:	$2,334.92	$2,334.92	$0.00	$0.00	$0.00	

Vendor ID: 221 **Name:** FEDERAL EXPRESS **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	9-548-25261	INV	11/18/2026	11/18/2026	$54.13	SHIPPING		$54.13			
							Due				
Voucher(s):	1				Aged Totals:	$54.13	$54.13	$0.00	$0.00	$0.00	

Vendor ID: 4084 **Name:** FERGUSON WATERWORKS #2516 **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	0570724	INV	11/4/2026	11/4/2026	$540.22	SUPPLIES		$540.22			
	0570784	INV	11/4/2026	11/4/2026	$875.70	SUPPLIES		$875.70			
							Due				
Voucher(s):	2				Aged Totals:	$1,415.92	$1,415.92	$0.00	$0.00	$0.00	

Vendor ID: 6082 **Name:** GOOSENECK IMPLEMENT **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	11593427	INV	11/17/2026	11/17/2026	$9.88	SUPPLIES		$9.88			
							Due				
Voucher(s):	1				Aged Totals:	$9.88	$9.88	$0.00	$0.00	$0.00	

Vendor ID: 4966 **Name:** GT ARCHITECTURE **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	6	INV	10/20/2026	10/20/2026	$30,000.00	202320		$30,000.00			
	7	INV	11/24/2026	11/24/2026	$36,000.00	202320		$36,000.00			
							Due				
Voucher(s):	2				Aged Totals:	$66,000.00	$66,000.00	$0.00	$0.00	$0.00	

Vendor ID: 6151 **Name:** HAUCK SALES AND SERVICES **Class ID:** 1099 **FED TAX CLAS:** SOLE PROP/SINGLE LL

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	IN-254292	INV	11/6/2026	11/6/2026	$5,600.00	STORAGE CONTAINER		$5,600.00			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

		Due				
Voucher(s): 1	Aged Totals:	$5,600.00	$5,600.00	$0.00	$0.00	$0.00

Vendor ID: 9919 **Name:** HELLMAN & SONS LANDSCAPING LLC **Class ID:** **FED TAX CLAS:** LLC - S

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	9651	INV	11/13/2026	11/13/2026	$200.00	FALL CLEANUP		$200.00			

		Due				
Voucher(s): 1	Aged Totals:	$200.00	$200.00	$0.00	$0.00	$0.00

Vendor ID: 6522 **Name:** HIGHROAD PARTNERS HR SOLUTIONS, LLC **Class ID:** **FED TAX CLAS:** S-CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	3418A	INV	11/1/2026	11/1/2026	$6,436.00	HR CONSULTING		$6,436.00			

		Due				
Voucher(s): 1	Aged Totals:	$6,436.00	$6,436.00	$0.00	$0.00	$0.00

Vendor ID: 6722 **Name:** ICON ARCHITECTURAL GROUP LLC **Class ID:** **FED TAX CLAS:** LLC-P

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	20260303	INV	10/31/2026	10/31/2026	$808.87	202409		$808.87			

		Due				
Voucher(s): 1	Aged Totals:	$808.87	$808.87	$0.00	$0.00	$0.00

Vendor ID: 6613 **Name:** INGRAM LIBRARY SERVICES, LLC **Class ID:** **FED TAX CLAS:** C - CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	30728110	INV	11/9/2026	11/9/2026	$19.30	SUPPLIES		$19.30			
	30728111	INV	11/9/2026	11/9/2026	$410.49	SUPPLIES		$410.49			
	30728112	INV	11/9/2026	11/9/2026	$447.50	SUPPLIES		$447.50			
	30931139	INV	11/16/2026	11/16/2026	$570.15	SUPPLIES		$570.15			
	30931140	INV	11/16/2026	11/16/2026	$750.25	SUPPLIES		$750.25			
	30931141	INV	11/16/2026	11/16/2026	$27.03	SUPPLIES		$27.03			
	30931142	INV	11/16/2026	11/16/2026	$11.42	SUPPLIES		$11.42			
	30931143	INV	11/16/2026	11/16/2026	$18.62	SUPPLIES		$18.62			
	30931144	INV	11/16/2026	11/16/2026	$18.05	SUPPLIES		$18.05			
	30931145	INV	11/16/2026	11/16/2026	$97.39	SUPPLIES		$97.39			
	30931146	INV	11/16/2026	11/16/2026	$17.39	SUPPLIES		$17.39			
	31029294	INV	11/18/2026	11/18/2026	$65.28	SUPPLIES		$65.28			
	31029295	INV	11/18/2026	11/18/2026	$25.60	SUPPLIES		$25.60			
	31029296	INV	11/18/2026	11/18/2026	$72.33	SUPPLIES		$72.33			
	31029297	INV	11/18/2026	11/18/2026	$26.44	SUPPLIES		$26.44			

	31029298	INV	11/18/2026	11/18/2026	$11.59	SUPPLIES		$11.59				
								Due				
Voucher(s):	16						Aged Totals:	$2,588.83	$2,588.83	$0.00	$0.00	$0.00

Vendor ID: 5043 **Name:** JE DUNN CONSTRUCTION CO **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	26005300004	INV	11/16/2026	11/16/2026	$542,957.00	202320 #4		$542,957.00			
	24055200007	INV	11/18/2026	11/18/2026	$1,093,431.00	202216 #7		$1,093,431.00			
								Due			
Voucher(s):	2						Aged Totals:	$1,636,388.00	$1,636,388.00	$0.00	$0.00	$0.00

Vendor ID: 293 **Name:** JEROMES DISTRIBUTING INC **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2077616	INV	11/17/2026	11/17/2026	$96.00	WATER		$96.00			
								Due			
Voucher(s):	1						Aged Totals:	$96.00	$96.00	$0.00	$0.00	$0.00

Vendor ID: 294 **Name:** JOB SERVICE NORTH DAKOTA **Class ID:** **FED TAX CLAS:** GOV AGENCY

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	GARNISH 11.27.26	INV	11/25/2026	11/25/2026	$500.02	CASE ID 45-2023-CV-00722		$500.02			
								Due			
Voucher(s):	1						Aged Totals:	$500.02	$500.02	$0.00	$0.00	$0.00

Vendor ID: 301 **Name:** KLJ ENGINEERING LLC **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	20449	INV	8/20/2026	8/20/2026	$10,380.00	202233				$10,380.00	
	23590	INV	11/9/2026	11/9/2026	$1,606.10	202408		$1,606.10			
								Due			
Voucher(s):	2						Aged Totals:	$11,986.10	$1,606.10	$0.00	$10,380.00	$0.00

Vendor ID: 5512 **Name:** KONECRANES **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	163222478	INV	11/11/2026	11/11/2026	$534.00	NOV 2026 INSPECTION		$534.00			
								Due			
Voucher(s):	1						Aged Totals:	$534.00	$534.00	$0.00	$0.00	$0.00

Vendor ID: 9510 **Name:** LINDE GAS & EQUIPMENT INC **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	60259045	INV	11/14/2026	11/14/2026	$184.12	SUPPLIES		$184.12			
	60327849	INV	11/20/2026	11/20/2026	$52.69	SUPPLIES		$52.69			
	60435365	INV	11/21/2026	11/21/2026	$656.05	SUPPLIES		$656.05			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

			Due				
Voucher(s): 3	Aged Totals:	$892.86	$892.86	$0.00	$0.00	$0.00

Vendor ID: 1218 **Name:** LOGO MAGIC INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	162421	INV	9/9/2026	9/9/2026	$374.00	YOUTH COMMISSION TSHIRTS			$374.00		
	163984	INV	11/11/2026	11/11/2026	$150.00	CLOTHING ALLOWANCE		$150.00			
	164087	INV	11/17/2026	11/17/2026	$104.00	CLOTHING ALLOWANCE		$104.00			
	164109	INV	11/18/2026	11/18/2026	$150.00	CLOTHING ALLOWANCE		$150.00			
	164134A	INV	11/19/2026	11/19/2026	$62.00	CLOTHING ALLOWANCE		$62.00			
	164170	INV	11/19/2026	11/19/2026	$50.05	CLOTHING ALLOWANCE		$50.05			
	164171	INV	11/19/2026	11/19/2026	$27.00	CLOTHING ALLOWANCE		$27.00			

			Due				
Voucher(s): 7	Aged Totals:	$917.05	$543.05	$374.00	$0.00	$0.00

Vendor ID: 6163 **Name:** MACQUEEN EQUIPMENT, LLC **Class ID:** 1099 **FED TAX CLAS:** LLC-P

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	INV36651	INV	11/12/2026	11/12/2026	$90.33	TOWER 2		$90.33			

			Due				
Voucher(s): 1	Aged Totals:	$90.33	$90.33	$0.00	$0.00	$0.00

Vendor ID: 5715 **Name:** MARTIN'S WELDING & REFRIGERATION INC **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	144650	INV	11/13/2026	11/13/2026	$1,232.00	RECOVERED UNITS BALER BI		$1,232.00			

			Due				
Voucher(s): 1	Aged Totals:	$1,232.00	$1,232.00	$0.00	$0.00	$0.00

Vendor ID: 4828 **Name:** MENARDS **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	86273	INV	10/13/2026	10/13/2026	$106.88	SUPPLIES		$106.88			
	86290	INV	10/13/2026	10/13/2026	$25.51	SUPPLIES		$25.51			
	86839	INV	10/26/2026	10/26/2026	$57.94	SUPPLIES		$57.94			
	87294	INV	11/4/2026	11/4/2026	$29.08	SUPPLIES		$29.08			
	87650	INV	11/12/2026	11/12/2026	$19.25	SUPPLIES		$19.25			
	87673	INV	11/12/2026	11/12/2026	$6.99	SUPPLIES		$6.99			
	87676	INV	11/12/2026	11/12/2026	$20.97	SUPPLIES		$20.97			
	87829	INV	11/16/2026	11/16/2026	$55.37	SUPPLIES		$55.37			
	87857	INV	11/16/2026	11/16/2026	$37.89	SUPPLIES		$37.89			

	88027	INV	11/19/2026	11/19/2026	$13.98	SUPPLIES		$13.98				
	88047	INV	11/19/2026	11/19/2026	$32.06	SUPPLIES		$32.06				
	88074	INV	11/20/2026	11/20/2026	$20.97	SUPPLIES		$20.97				
	88085	INV	11/20/2026	11/20/2026	$28.37	SUPPLIES		$28.37				
	88094	INV	11/20/2026	11/20/2026	$19.16	SUPPLIES		$19.16				
Voucher(s):	**14**					**Aged Totals:**		**Due** **$474.42**	**$474.42**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 6223 **Name:** MESSERLI & KRAMER P.A. **Class ID:** **FED TAX CLAS:** PAYROLL GARNISHMENT

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	GARNISH 11.27.26	INV	11/25/2026	11/25/2026	$251.88	CASE 45-2026-CV-00850		$251.88			
Voucher(s):	**1**					**Aged Totals:**		**Due** **$251.88**	**$251.88**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 370 **Name:** MIDWEST DOORS INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	103002	INV	11/18/2026	11/18/2026	$369.99	ROLL PIN		$369.99			
Voucher(s):	**1**					**Aged Totals:**		**Due** **$369.99**	**$369.99**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 1732 **Name:** MIDWEST TAPE **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	509655323	INV	11/4/2026	11/4/2026	$357.63	SUPPLIES		$357.63			
	509693268	INV	11/12/2026	11/12/2026	$178.44	SUPPLIES		$178.44			
	509693310	INV	11/12/2026	11/12/2026	$43.47	SUPPLIES		$43.47			
Voucher(s):	**3**					**Aged Totals:**		**Due** **$579.54**	**$579.54**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 984 **Name:** MINNESOTA VALLEY TESTING LAB INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1386020	INV	11/13/2026	11/13/2026	$172.86	SUPPLIES		$172.86			
	1386027	INV	11/13/2026	11/13/2026	$271.42	SUPPLIES		$271.42			
	1386210	INV	11/16/2026	11/16/2026	$57.00	TESTING		$57.00			
	1386451	INV	11/17/2026	11/17/2026	$114.81	SUPPLIES		$114.81			
	1386689	INV	11/18/2026	11/18/2026	$1,142.62	SUPPLIES		$1,142.62			
	1386699	INV	11/18/2026	11/18/2026	$114.81	SUPPLIES		$114.81			
	1386704	INV	11/18/2026	11/18/2026	$271.42	SUPPLIES		$271.42			
	1386707	INV	11/18/2026	11/18/2026	$114.81	SUPPLIES		$114.81			

	1386888	INV	11/19/2026	11/19/2026	$91.40	TESTING LANDFILL		$91.40			
	1386892	INV	11/19/2026	11/19/2026	$57.00	TESTING		$57.00			
								Due			
Voucher(s):	**10**					**Aged Totals:**		**$2,408.15**	**$2,408.15**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 380 **Name:** MONTANA-DAKOTA UTILITY **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	578 063 0720 3	INV	11/1/2026	11/1/2026	$18.47	222 2ND ST W		$18.47			
	236 829 4289 3	INV	11/2/2026	11/2/2026	$68.71	1150 STATE AVE		$68.71			
	411 633 3532 0	INV	11/2/2026	11/2/2026	$164.13	1340 1/2 W VILLARD ST		$164.13			
	115 654 8615 3	INV	11/4/2026	11/4/2026	$227.28	1685 1/2 W 19TH ST		$227.28			
	192 439 3720 8	INV	11/4/2026	11/4/2026	$71.93	1791 21ST ST E		$71.93			
	824 718 6909 7	INV	11/4/2026	11/4/2026	$56.85	676 12TH ST W CITY OWNED S		$56.85			
	849 981 1089 8	INV	11/4/2026	11/4/2026	$19.50	1851 15TH ST W		$19.50			
	946 088 8119 2	INV	11/4/2026	11/4/2026	$179.87	811 W BROADWAY BLG B		$179.87			
	006 522 1000 6	INV	11/5/2026	11/5/2026	$84.36	WATER VENDOR 620 W BROA		$84.36			
	080 727 4399 3	INV	11/5/2026	11/5/2026	$168.23	481 1/2 RIVER DR		$168.23			
	163 633 4305 0	INV	11/5/2026	11/5/2026	$212.98	LS 1 500 E BROADWAY (GEN)		$212.98			
	365 814 2853 3	INV	11/5/2026	11/5/2026	$171.49	11470 HIGHWAY 10		$171.49			
	528 381 4575 4	INV	11/5/2026	11/5/2026	$210.30	615 W BROADWAY		$210.30			
	582 795 8573 9	INV	11/5/2026	11/5/2026	$44.74	LS2 101 3RD ST SE (GEN)		$44.74			
	635 196 7238 8	INV	11/5/2026	11/5/2026	$44.94	LS 7 820 W BROADWAY (GEN)		$44.94			
	875 998 9686 4	INV	11/5/2026	11/5/2026	$168.35	625 W BROADWAY (GEN)		$168.35			
	024 722 1000 0	INV	11/10/2026	11/10/2026	$227.08	GRIT CHAMBER 901 LIVESTO		$227.08			
	253 968 2546 2	INV	11/10/2026	11/10/2026	$3,408.83	485 10TH AVE SE		$3,408.83			
	254 588 3855 1	INV	11/10/2026	11/10/2026	$23,594.60	10816 38TH ST SW		$23,594.60			
	585 822 1000 9	INV	11/10/2026	11/10/2026	$279.21	1795 E VILLARD ST		$279.21			
	634 715 6883 0	INV	11/10/2026	11/10/2026	$102.20	466 1/2 SE 8TH ST		$102.20			
	690 913 1000 8	INV	11/10/2026	11/10/2026	$63.99	1591 SW 8TH ST		$63.99			
	860 043 1000 8	INV	11/10/2026	11/10/2026	$48.75	611 6TH AVE SE		$48.75			
	913 822 1000 2	INV	11/10/2026	11/10/2026	$219.46	6 LIFT STAT		$219.46			
	960 043 1000 7	INV	11/10/2026	11/10/2026	$46.23	SW 8TH ST		$46.23			

149 822 1000 8	INV	11/12/2026	11/12/2026	$1,005.16	615 W BROADWAY ST WHITE	$1,005.16
131 032 1000 4	INV	11/13/2026	11/13/2026	$153.96	4TH AVE E TANK 601 4TH AVE	$153.96
190 502 4626 3	INV	11/13/2026	11/13/2026	$997.75	3411 PUBLIC WORKS BLVD	$997.75
253 707 7071 8	INV	11/13/2026	11/13/2026	$75.12	981 E VILLARD ST FEET #1	$75.12
264 295 4416 1	INV	11/13/2026	11/13/2026	$179.95	498 1/2 W VILLARD ST	$179.95
292 514 6934 1	INV	11/13/2026	11/13/2026	$153.78	38 W 1ST ST GEN	$153.78
310 672 9512 6	INV	11/13/2026	11/13/2026	$144.60	801 1/2 E VILLARD ST	$144.60
322 208 1900 0	INV	11/13/2026	11/13/2026	$90.39	51 6TH ST E	$90.39
325 323 1000 3	INV	11/13/2026	11/13/2026	$868.14	3389 ENERGY CENTER DR	$868.14
369 922 1000 9	INV	11/13/2026	11/13/2026	$392.08	E 8TH AVE EAST	$392.08
421 922 1000 5	INV	11/13/2026	11/13/2026	$46.45	E VILLARD ST CROSSWALK LI	$46.45
423 887 3732 4	INV	11/13/2026	11/13/2026	$78.35	298 1/2 W VILLARD ST	$78.35
482 775 9172 2	INV	11/13/2026	11/13/2026	$179.82	3405 PUBLIC WORKS BLVD	$179.82
497 240 6791 0	INV	11/13/2026	11/13/2026	$6.72	22 1/2 E 3RD ST	$6.72
505 039 8216 2	INV	11/13/2026	11/13/2026	$346.21	1788 I94 BUSINESS LOOP E	$346.21
513 939 3150 9	INV	11/13/2026	11/13/2026	$99.08	11 1/2 4TH AVE E	$99.08
516 822 1000 3	INV	11/13/2026	11/13/2026	$1,115.94	25 2ND AVE W	$1,115.94
582 020 9108 6	INV	11/13/2026	11/13/2026	$144.48	104 1/2 W VILLARD ST	$144.48
677 822 1000 8	INV	11/13/2026	11/13/2026	$80.66	SIMS ST DOWNTOWN PARK	$80.66
681 038 0090 7	INV	11/13/2026	11/13/2026	$110.75	3405 PUBLIC WORKS BLVD (G	$110.75
717 360 0325 3	INV	11/13/2026	11/13/2026	$60.96	3411 PUBLIC WORKS BLVD BF	$60.96
728 198 3772 4	INV	11/13/2026	11/13/2026	$163.36	950 1/2 W VILLARD ST	$163.36
773 690 7663 1	INV	11/13/2026	11/13/2026	$512.37	122 1ST AVE W DKN TOWN SC	$512.37
829 968 3952 6	INV	11/13/2026	11/13/2026	$2,749.08	38 1ST ST W	$2,749.08
944 610 0636 6	INV	11/13/2026	11/13/2026	$170.51	991 E VILLARD ST FEED #2	$170.51
947 822 1000 2	INV	11/13/2026	11/13/2026	$67.19	SIMS ST TRAFFIC LIGHT	$67.19
955 293 0051 9	INV	11/13/2026	11/13/2026	$96.15	28 1/2 2ND AVE E	$96.15
995 822 1000 3	INV	11/13/2026	11/13/2026	$10.08	233 W VILLARD ST	$10.08
049 822 1000 9	INV	11/17/2026	11/17/2026	$17,088.37	615 W BROADWAY ST	$17,088.37
069 243 1000 3	INV	11/17/2026	11/17/2026	$185.62	229 E MUSEUM DR	$185.62

355 385 9848 9	INV	11/17/2026	11/17/2026	$87.06	1075 SIMS ST STREET LIGHTS		$87.06
418 924 5504 3	INV	11/17/2026	11/17/2026	$372.80	LS 20 1820 YELLOWSTONE CI		$372.80
450 192 3267 2	INV	11/17/2026	11/17/2026	$100.56	2004 1/1 YELLOWSTONE CIR		$100.56
529 279 6569 0	INV	11/17/2026	11/17/2026	$78.89	977 21ST ST E		$78.89
552 540 4769 6	INV	11/17/2026	11/17/2026	$52.48	1820 1/2 YELLOWSTONE CR		$52.48
809 037 1038 4	INV	11/17/2026	11/17/2026	$15.31	615 W BROADWAY ST LEGAC		$15.31
198 874 5490 8	INV	11/19/2026	11/19/2026	$70.01	2884 FAIRWAY ST		$70.01
256 583 1000 5	INV	11/19/2026	11/19/2026	$129.70	2601STATES BLVD		$129.70
260 043 1000 4	INV	11/19/2026	11/19/2026	$46.73	2006 FAIRWAY ST		$46.73
597 333 1000 3	INV	11/19/2026	11/19/2026	$172.83	2001 FAIRWAY ST		$172.83
619 465 9166 8	INV	11/19/2026	11/19/2026	$188.03	801 STATE AV		$188.03
640 322 1000 3	INV	11/19/2026	11/19/2026	$50.09	W VILLARD ST		$50.09
755 153 1000 3	INV	11/19/2026	11/19/2026	$205.30	2171 EMPIRE RD		$205.30
755 573 1000 2	INV	11/19/2026	11/19/2026	$197.34	2433 1/2 4TH ST W		$197.34
802 463 1000 9	INV	11/19/2026	11/19/2026	$368.78	2693 FAIRWAY ST		$368.78
855 153 1000 2	INV	11/19/2026	11/19/2026	$108.62	451 23RD AVE E		$108.62

		Due				
Voucher(s): 71	Aged Totals:	$59,520.09	$59,520.09	$0.00	$0.00	$0.00

Vendor ID: 5748 **Name:** MORTON SALT, INC. **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	5404646060	INV	11/12/2026	11/12/2026	$7,408.29	SOLAR WHITE COURSE		$7,408.29			

		Due				
Voucher(s): 1	Aged Totals:	$7,408.29	$7,408.29	$0.00	$0.00	$0.00

Vendor ID: 680 **Name:** ND FIREFIGHTERS ASSOCIATION **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2026110602	INV	11/6/2026	11/6/2026	$6,000.00	REIMB/ ALABAMA FIRE COLLE		$6,000.00			

		Due				
Voucher(s): 1	Aged Totals:	$6,000.00	$6,000.00	$0.00	$0.00	$0.00

Vendor ID: 758 **Name:** ND WATER USERS ASSOCIATION **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2026 CONVENTION	INV	11/16/2026	11/16/2026	$310.00	DASSINGER REGISTRATION		$310.00			
	2026 SKLUZACEK	INV	11/17/2026	11/17/2026	$220.00	REGISTRATION/ SKLUZACEK		$220.00			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

		Due				
Voucher(s): 2	Aged Totals:	$530.00	$530.00	$0.00	$0.00	$0.00

Vendor ID: 9980 **Name:** NEFF, DEANNA **Class ID:** 1099 **FED TAX CLAS:** INDIVIDUAL

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	NOV 9 - NOV 22	INV	11/23/2026	11/23/2026	$1,431.75	PYMNT 30/ 62.25 HOURS		$1,431.75			

		Due				
Voucher(s): 1	Aged Totals:	$1,431.75	$1,431.75	$0.00	$0.00	$0.00

Vendor ID: 6312 **Name:** NEOGOV **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	INV-176442	INV	11/2/2026	11/2/2026	$22,120.70	2027 SUBSCRIPTION		$22,120.70			

		Due				
Voucher(s): 1	Aged Totals:	$22,120.70	$22,120.70	$0.00	$0.00	$0.00

Vendor ID: 9941 **Name:** NORTH CENTRAL INTERNATIONAL LLC **Class ID:** 1099 **FED TAX CLAS:** PARTNERSHIP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	X204053927:01	INV	11/20/2026	11/20/2026	$16.71	UNIT R57		$16.71			

		Due				
Voucher(s): 1	Aged Totals:	$16.71	$16.71	$0.00	$0.00	$0.00

Vendor ID: 437 **Name:** NORTHWEST TIRE INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	15185738	INV	11/20/2026	11/20/2026	$1,077.59	UNIT S52		$1,077.59			
	15185775	INV	11/23/2026	11/23/2026	$39.99	UNIT S52		$39.99			

		Due				
Voucher(s): 2	Aged Totals:	$1,117.58	$1,117.58	$0.00	$0.00	$0.00

Vendor ID: 4400 **Name:** NOVA FIRE PROTECTION INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	84500	INV	11/18/2026	11/18/2026	$790.00	ANNUAL INSPECTION PSC		$790.00			

		Due				
Voucher(s): 1	Aged Totals:	$790.00	$790.00	$0.00	$0.00	$0.00

Vendor ID: 2131 **Name:** OLYMPIC SALES INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	16983	INV	11/4/2026	11/4/2026	$1,953.94	UNIT R60		$1,953.94			
	17026	INV	11/4/2026	11/4/2026	$150.76	UNIT R65		$150.76			

		Due				
Voucher(s): 2	Aged Totals:	$2,104.70	$2,104.70	$0.00	$0.00	$0.00

Vendor ID: 2280 **Name:** POWERPLAN OIB **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	P5524208	INV	11/5/2026	11/5/2026	$185.00	KNIFE-CUTTER		$185.00			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

							Due			
Voucher(s):	1				Aged Totals:		$185.00	$185.00	$0.00	$0.00	$0.00

Vendor ID: 3491 **Name:** PRAIRIE AUTO PARTS INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	133672	INV	11/12/2026	11/12/2026	$11.70	SUPPLIES		$11.70			
	133683	INV	11/12/2026	11/12/2026	$108.84	SUPPLIES		$108.84			
	133758	INV	11/12/2026	11/12/2026	$75.94	ENG 1		$75.94			
	133801	INV	11/13/2026	11/13/2026	$108.84	SUPPLIES		$108.84			
	134279	INV	11/18/2026	11/18/2026	$66.94	V-BELTS		$66.94			
	134299	INV	11/18/2026	11/18/2026	$21.25	V-BELTS		$21.25			
	134362	INV	11/18/2026	11/18/2026	$142.95	SUPPLIES		$142.95			
	134455	INV	11/19/2026	11/19/2026	$38.56	SUPPLIES		$38.56			
	134565	INV	11/19/2026	11/19/2026	$101.29	SUPPLIES		$101.29			
	134683	INV	11/20/2026	11/20/2026	$15.64	SUPPLIES		$15.64			
	134863	INV	11/23/2026	11/23/2026	$141.03	SUPPLIES		$141.03			
	135052	INV	11/24/2026	11/24/2026	$47.96	SUPPLIES		$47.96			
	135062	INV	11/24/2026	11/24/2026	$90.12	SUPPLIES		$90.12			

							Due			
Voucher(s):	13				Aged Totals:		$971.06	$971.06	$0.00	$0.00	$0.00

Vendor ID: 6711 **Name:** PRAIRIE SCALE SYSTEMS, INC **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	CA-102145	INV	11/18/2026	11/18/2026	$1,160.00	LANDFILL LASER LIGHT3		$1,160.00			

							Due			
Voucher(s):	1				Aged Totals:		$1,160.00	$1,160.00	$0.00	$0.00	$0.00

Vendor ID: TEMP000566 **Name:** PRITT, SKYLOR & SUMMER **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	UTPAY550	INV	11/19/2026	11/19/2026	$89.75	Utility Account: 1038560.018		$89.75			

							Due			
Voucher(s):	1				Aged Totals:		$89.75	$89.75	$0.00	$0.00	$0.00

Vendor ID: 466 **Name:** PUMP SYSTEMS LLC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	00434909	INV	10/16/2026	10/16/2026	$1,439.96	SUPPLIES		$1,439.96			

							Due			
Voucher(s):	1				Aged Totals:		$1,439.96	$1,439.96	$0.00	$0.00	$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Vendor ID: 469 **Name:** QUALITY QUICK PRINT INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	PC-33402	INV	11/6/2026	11/6/2026	$60.00	PLAQUE/ STIDHAM		$60.00			
	PC-33495	INV	11/12/2026	11/12/2026	$65.00	BUSINESS CARDS/ S RHODE		$65.00			
							Due				
Voucher(s): 2						Aged Totals:	$125.00	$125.00	$0.00	$0.00	$0.00

Vendor ID: 5444 **Name:** QUALITY XTERMINATORS **Class ID:** 1099 **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	18284	INV	11/17/2026	11/17/2026	$80.00	MOUSE BAITING / PSC		$80.00			
							Due				
Voucher(s): 1						Aged Totals:	$80.00	$80.00	$0.00	$0.00	$0.00

Vendor ID: 9694 **Name:** RMB ENVIROMENTAL LABS, INC **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	E001483	INV	11/20/2026	11/20/2026	$495.00	WHOLE EFFLUENT TOXICITY		$495.00			
	E001484	INV	11/23/2026	11/23/2026	$510.00	WHOLE EFFLUENT TOXICITY		$510.00			
							Due				
Voucher(s): 2						Aged Totals:	$1,005.00	$1,005.00	$0.00	$0.00	$0.00

Vendor ID: 497 **Name:** RUDY'S LOCK & KEY LLC **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2912	INV	11/9/2026	11/9/2026	$138.00	GMS FALCON CONVERT A CY		$138.00			
							Due				
Voucher(s): 1						Aged Totals:	$138.00	$138.00	$0.00	$0.00	$0.00

Vendor ID: 42 **Name:** RUNNINGS SUPPLY INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	8711227	INV	11/10/2026	11/10/2026	$257.94	SUPPLIES		$257.94			
	8715726	INV	11/16/2026	11/16/2026	$178.89	SUPPLIES		$178.89			
	8715977	INV	11/16/2026	11/16/2026	$69.93	RATCHET STRAPS		$69.93			
	8716685	INV	11/17/2026	11/17/2026	$25.98	SUPPLIES		$25.98			
	8717076	INV	11/18/2026	11/18/2026	$13.50	SUPPLIES		$13.50			
	8718260	INV	11/19/2026	11/19/2026	$89.91	SUPPLIES		$89.91			
	8721132	INV	11/23/2026	11/23/2026	$85.62	SUPPLIES		$85.62			
							Due				
Voucher(s): 7						Aged Totals:	$721.77	$721.77	$0.00	$0.00	$0.00

Vendor ID: 5910 **Name:** SANFORD HEALTH **Class ID:** 1099 **FED TAX CLAS:** 501 (C) (3)

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over

	CI00046922	INV	11/12/2026	11/12/2026	$1,014.30	OCT/ ZIMMERMAN DIRECTOR		$1,014.30				
Voucher(s):	**1**					**Aged Totals:**	**Due** **$1,014.30**	**$1,014.30**	**$0.00**	**$0.00**	**$0.00**	

Vendor ID: 5973 **Name:** SCHOLASTIC BOOK FAIRS INC **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	W6252839BF	INV	11/24/2026	11/24/2026	$441.44	BOOK FAIR HOSTING		$441.44			
Voucher(s):	**1**					**Aged Totals:**	**Due** **$441.44**	**$441.44**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 9576 **Name:** SELLE TODD **Class ID:** **FED TAX CLAS:** ONE TIME VENDOR

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2026 MR CLAUS	INV	11/18/2026	11/18/2026	$300.00	2026 MR CLAUS		$300.00			
Voucher(s):	**1**					**Aged Totals:**	**Due** **$300.00**	**$300.00**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 517 **Name:** SERVICE PRINTERS **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	71536	INV	10/30/2026	10/30/2026	$871.90	SUPPLIES		$871.90			
Voucher(s):	**1**					**Aged Totals:**	**Due** **$871.90**	**$871.90**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 6162 **Name:** SHRED ND LLC **Class ID:** 1099 **FED TAX CLAS:** LLC-SOLE PROP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	21380	INV	11/19/2026	11/19/2026	$53.75	MVD SHREDDING		$53.75			
	21383	INV	11/19/2026	11/19/2026	$53.75	SHREDDING SERVICE EMS		$53.75			
Voucher(s):	**2**					**Aged Totals:**	**Due** **$107.50**	**$107.50**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 4750 **Name:** SNAP-ON INDUSTRIAL **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	ARV/69620902	INV	10/30/2026	10/30/2026	$18.38	SOCKET		$18.38			
Voucher(s):	**1**					**Aged Totals:**	**Due** **$18.38**	**$18.38**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 2580 **Name:** SOUTHWEST GRAIN PETRO SX5 **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	56101515	INV	11/16/2026	11/16/2026	$4,266.88	FUEL		$4,266.88			
Voucher(s):	**1**					**Aged Totals:**	**Due** **$4,266.88**	**$4,266.88**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 2343 **Name:** SOUTHWEST HEALTHCARE SERVICES **Class ID:** **FED TAX CLAS:** NON-PROFIT

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	11.19.2026 EPC	INV	11/19/2026	11/19/2026	$600.00	EMERGENCY PEDIATRIC COU		$600.00			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

							Due			
Voucher(s):	1					Aged Totals:	$600.00	$600.00	$0.00	$0.00	$0.00

Vendor ID: 9779 **Name:** SOUTHWEST NARCOTICS TASK FORCE **Class ID:** **FED TAX CLAS:** CITY ENTITY

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	Q3 2026/LOT2611	INV	11/16/2026	11/16/2026	$12,593.53	GRANT LOT2611 Q3		$12,593.53			
							Due				
Voucher(s):	1					Aged Totals:	$12,593.53	$12,593.53	$0.00	$0.00	$0.00

Vendor ID: 1041 **Name:** SOUTHWEST WATER AUTHORITY **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	00857.00 103126	INV	11/1/2026	11/1/2026	$1,034.65	COMSUMPTION/ ST JOES CEM		$1,034.65			
							Due				
Voucher(s):	1					Aged Totals:	$1,034.65	$1,034.65	$0.00	$0.00	$0.00

Vendor ID: 5631 **Name:** SPEE DEE DELIVERY SERVICE, INC **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1584726	INV	11/14/2026	11/14/2026	$59.27	SHIPPING		$59.27			
	1580903	INV	11/17/2026	11/17/2026	$112.07	SHIPPING		$112.07			
							Due				
Voucher(s):	2					Aged Totals:	$171.34	$171.34	$0.00	$0.00	$0.00

Vendor ID: 4081 **Name:** SRF CONSULTING GROUP INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	19516.00-4	INV	11/1/2026	11/1/2026	$3,792.84	202615		$3,792.84			
							Due				
Voucher(s):	1					Aged Totals:	$3,792.84	$3,792.84	$0.00	$0.00	$0.00

Vendor ID: 543 **Name:** STEFFAN'S SAW & BIKE **Class ID:** 1099 **FED TAX CLAS:** SOLE PROP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	11636	INV	11/11/2026	11/11/2026	$976.70	MAINTENANCE		$976.70			
							Due				
Voucher(s):	1					Aged Totals:	$976.70	$976.70	$0.00	$0.00	$0.00

Vendor ID: 537 **Name:** SW DISTRICT HEALTH UNIT/ MEDICAL **Class ID:** 1099 **FED TAX CLAS:** MEDICAL

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	OPIOID FUND 11/26	INV	11/16/2026	11/16/2026	$896.19	OPIOID SETTLEMENT		$896.19			
							Due				
Voucher(s):	1					Aged Totals:	$896.19	$896.19	$0.00	$0.00	$0.00

Vendor ID: 538 **Name:** SW DISTRICT HEALTH UNIT/ WATER SAMPLES **Class ID:** 1099 **FED TAX CLAS:** MEDICAL

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and
	IVC9797	INV	11/19/2026	11/19/2026	$450.00	WATER ANALYSIS		$450.00			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

		Due				
Voucher(s): 1	Aged Totals:	$450.00	$450.00	$0.00	$0.00	$0.00

Vendor ID: 6550 **Name:** TAYLOR TRAP CLUB **Class ID:** 1099 **FED TAX CLAS:** NONPROFIT

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2026 GRANT FUNDS	INV	11/12/2026	11/12/2026	$3,000.00	SW GRANT		$3,000.00			

		Due				
Voucher(s): 1	Aged Totals:	$3,000.00	$3,000.00	$0.00	$0.00	$0.00

Vendor ID: 3978 **Name:** TOTAL SAFETY US INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	7507145-0001	INV	11/18/2026	11/18/2026	$2,500.00	MEDICAL SUPPLIES		$2,500.00			

		Due				
Voucher(s): 1	Aged Totals:	$2,500.00	$2,500.00	$0.00	$0.00	$0.00

Vendor ID: 6287 **Name:** TRACKER MANAGEMENT **Class ID:** 1099 **FED TAX CLAS:** SOLE PROP/SINGLE LLC

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	22990	INV	8/3/2026	8/3/2026	$2,812.84	8/24/2026 MATERIAL TRANSFE				$2,812.84	
	23848	INV	11/13/2026	11/13/2026	$3,110.11	MATERIAL TRANSFER 11/12		$3,110.11			
	23925	INV	11/19/2026	11/19/2026	$2,917.17	MATERIAL TRANSFER 11/19		$2,917.17			

		Due				
Voucher(s): 3	Aged Totals:	$8,840.12	$6,027.28	$0.00	$2,812.84	$0.00

Vendor ID: 9999 **Name:** TYR TACTICAL, LLC **Class ID:** **FED TAX CLAS:** LLC AS S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2085892	INV	11/6/2026	11/6/2026	$11,780.00	RAPID RESP BALLISTIC SHIEL		$11,780.00			

		Due				
Voucher(s): 1	Aged Totals:	$11,780.00	$11,780.00	$0.00	$0.00	$0.00

Vendor ID: 6639 **Name:** UNITEDHEALTHCARE INSURANCE COMPANY **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	077602407452	INV	11/23/2026	11/23/2026	$7,060.59	DECEMBER DENTAL PREMIUI		$7,060.59			

		Due				
Voucher(s): 1	Aged Totals:	$7,060.59	$7,060.59	$0.00	$0.00	$0.00

Vendor ID: 4152 **Name:** UNIVERSITY OF NORTH DAKOTA (CEM) **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	RECHRG110626	INV	11/6/2026	11/6/2026	$498.00			$498.00			

		Due				
Voucher(s): 1	Aged Totals:	$498.00	$498.00	$0.00	$0.00	$0.00

Vendor ID: 6716 **Name:** UNIVERUS WASTE & RECYCLING INC **Class ID:** **FED TAX CLAS:** C-CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	PSI000428	INV	9/15/2026	9/15/2026	$260.90	SUPPLIES			$260.90		

	PSI000643	INV	11/19/2026	11/19/2026	$126.30	CAM ADAPTER/ FLEETLINK KI		$126.30				
Voucher(s):	**2**					**Aged Totals:**	**Due** **$387.20**	**$126.30**	**$260.90**	**$0.00**	**$0.00**

Vendor ID: 586 **Name:** VAL'S SANITATION **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2026-1129	INV	11/1/2026	11/1/2026	$130.00	PORTAJON RENTAL		$130.00			
Voucher(s):	**1**					**Aged Totals:**	**Due** **$130.00**	**$130.00**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 4418 **Name:** VESTIS **Class ID:** **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2550684186	INV	10/14/2026	10/14/2026	$53.32	SERVICE OCT 14		$53.32			
	2550695293	INV	11/11/2026	11/11/2026	$49.58	SERVICE/ NOV 11		$49.58			
	2550695297	INV	11/11/2026	11/11/2026	$55.98	SERVICE/ NOV 11		$55.98			
	2550695298	INV	11/11/2026	11/11/2026	$176.28	SERVICE/ NOV 11		$176.28			
	2550696579	INV	11/16/2026	11/16/2026	$71.37	SERVICE/ NOV 16		$71.37			
	2550697805	INV	11/18/2026	11/18/2026	$44.36	MAT SERVICES / MUSEUM		$44.36			
	2550697858	INV	11/18/2026	11/18/2026	$52.80	MAT SERVICES / WRF		$52.80			
	2550697865	INV	11/18/2026	11/18/2026	$49.58	SERVICE NOV 18		$49.58			
	2550697867	INV	11/18/2026	11/18/2026	$88.94	MAT SERVICES / PUBLIC WOF		$88.94			
	2550697868	INV	11/18/2026	11/18/2026	$69.94	SERVICE NOV 18		$69.94			
	2550697869	INV	11/18/2026	11/18/2026	$55.98	SERVICE NOV 18		$55.98			
	2550697870	INV	11/18/2026	11/18/2026	$113.39	SERVICE NOV 18		$113.39			
	2550698698	INV	11/18/2026	11/18/2026	$30.02	SERVICE NOV 18		$30.02			
	2550698728	INV	11/19/2026	11/19/2026	$92.74	MAT SERVICES / PSC		$92.74			
Voucher(s):	**14**					**Aged Totals:**	**Due** **$1,004.28**	**$1,004.28**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 9697 **Name:** VLCM **Class ID:** **FED TAX CLAS:** LLC-S

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	IN183960	INV	11/16/2026	11/16/2026	$299.38			$299.38			
Voucher(s):	**1**					**Aged Totals:**	**Due** **$299.38**	**$299.38**	**$0.00**	**$0.00**	**$0.00**

Vendor ID: 9954 **Name:** WALTERS LAURA BETH **Class ID:** 1099 **FED TAX CLAS:** INDIVIDUAL

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2026 MRS CLAUS	INV	11/18/2026	11/18/2026	$500.00	2026 MRS CLAUS		$500.00			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

		Due				
Voucher(s): 1	Aged Totals:	$500.00	$500.00	$0.00	$0.00	$0.00

Vendor ID: 607 **Name:** WEST DAKOTA OIL INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	367673	INV	11/19/2026	11/19/2026	$367.50	BLUE DEF		$367.50			
	52842	INV	11/23/2026	11/23/2026	$239.80	MOBILE GREASE XHP		$239.80			
	52843	INV	11/23/2026	11/23/2026	$391.39	BLUE DEF		$391.39			

		Due				
Voucher(s): 3	Aged Totals:	$998.69	$998.69	$0.00	$0.00	$0.00

Vendor ID: 6719 **Name:** WESTERN EDGE PAINTING AND DRYWALL **Class ID:** 1099 **FED TAX CLAS:** INDIVIDUAL SOLE PROP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	546728	INV	10/27/2026	10/27/2026	$875.00	INTERIOR PAINTING		$875.00			

		Due				
Voucher(s): 1	Aged Totals:	$875.00	$875.00	$0.00	$0.00	$0.00

Vendor ID: 4299 **Name:** WESTLIE TRUCK CENTER OF DICKINSON **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	642349	INV	11/13/2026	11/13/2026	$16.04	UNIT R9		$16.04			
	642573	INV	11/24/2026	11/24/2026	$71.88	UNIT S18		$71.88			

		Due				
Voucher(s): 2	Aged Totals:	$87.92	$87.92	$0.00	$0.00	$0.00

Vendor ID: 620 **Name:** WINN CONSTRUCTION INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	16958	INV	11/2/2026	11/2/2026	$4,003.84	202607		$4,003.84			
	16964.1	INV	11/5/2026	11/5/2026	$766.26	202607		$766.26			

		Due				
Voucher(s): 2	Aged Totals:	$4,770.10	$4,770.10	$0.00	$0.00	$0.00

Vendor ID: 6648 **Name:** YES LLC ELECTRICAL SERVICE **Class ID:** **FED TAX CLAS:** C-CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	INV-435349585	INV	10/31/2026	10/31/2026	$290.00	CLARIFIER DEMO/ REWIRE		$290.00			

		Due				
Voucher(s): 1	Aged Totals:	$290.00	$290.00	$0.00	$0.00	$0.00

	Vendors	Due	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Vendor Totals:	115	$2,309,226.13	$2,295,008.67	$1,024.62	$13,192.84	$0.00

Commerce Bank®
Member FDIC
Challenge Accepted.®

Visa Purchasing

Billing Period: 10/27/2026 - 11/11/2026
Account Number: XXXX-XXXX-XXXX-6764

Account Summary

Previous Balance	$22,626.74
Purchases & Other Charges	$27,929.26
Cash Advances	$0.00
Cash Advance Fees	$0.00
Late Charges	$0.00
Finance Charges	$0.00
Credits	$278.61
Payments	$22,626.74
New Balance	$27,650.65
Credit Limit	$120,000.00
Cash Limit	$120,000.00
Available Credit	$92,349.35
Disputed Amount	$0.00
Statement Closing Date	November 11, 2026
Days in Billing Cycle	16

Payment Information

New Balance	$27,650.65
Minimum Payment Due	**$27,650.65**
Payment Due Date	**November 18, 2026**

Contact Us

For Customer Service Call:	1-800-892-7104
Outside The U.S. Call:	1-402-691-7800
Send Billing Inquiries To:	COMMERCE BANK PO BOX 414084 KANSAS CITY MO 64141

Important Messages

AS A REMINDER, YOUR NEXT AUTOPAY WILL BE PROCESSED ON YOUR PAYMENT DUE DATE. IF YOU HAVE ANY QUESTIONS, PLEASE GIVE US A CALL AT 1-800-892-7104.

Corporate Account Activity

Tran Date	Post Date	Reference Number	Transaction Description	Amount
11/02	11/02		AUTO PAYMENT - THANK YOU!	$22,626.74 CR

PLEASE DETACH COUPON AND RETURN WITH YOUR PAYMENT.

COMMERCE BANK - COMMERCIAL CARDS
PO BOX 414084
KANSAS CITY MO 64141-4084

Account ID:	**8000-0018-8386**
Account Number:	**XXXX-XXXX-XXXX-6764**
Payment Due Date:	November 18, 2026
New Balance:	$27,650.65
Minimum Payment Due:	$27,650.65

AMOUNT ENCLOSED

Use enclosed envelope and make check payable to:
COMMERCE BANK

COMMERCE BANK - COMMERCIAL CARDS
PO BOX 846451
KANSAS CITY MO 64184-6451

CITY OF DICKINSON
LINDA CARLSON
38 1ST ST W
DICKINSON ND 58601-5106

8000001883861111 0027650650027650650

Commerce Bank®

Cardholder Account Activity

Tran Date	Post Date	Reference Number	Transaction Description	Amount
DARNYL MALKOWSKI 0000-0153-1680				
XXXX-XXXX-XXXX-1860			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $2,500.00			$130.55 / $0.00 / $130.55	
11/04	11/05	24427336308740272145247	CASH WISE #3044 DICKINSON ND	$130.55
SHELLY NAMENIUK 0000-0574-8587				
XXXX-XXXX-XXXX-4539			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $5,000.00			$498.00 / $14.95 / $483.05	
10/29	10/30	24116416302716607863474	JOBTARGET 860-440-0635 CT	$498.00
11/04	11/05	24108296309100006400296	LANDS END* W000145326 DODGEVILLE WI	$14.95 CR
FIRE DEPARTMENT 2 0000-0153-1714				
XXXX-XXXX-XXXX-7749			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $2,500.00			$76.33 / $0.00 / $76.33	
10/29	10/30	24755426303733034727564	GRAINGER 800-4724643 IL	$76.33
FINANCE DEPARTMENT 0000-0150-5049				
XXXX-XXXX-XXXX-6832			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $25,000.00			$325.85 / $0.00 / $325.85	
11/03	11/04	24027626307878297305724	PAYFLOW/PAYPAL 888-883-9770 NE	$325.85
GRANT CARLSON 0000-6611-8886				
XXXX-XXXX-XXXX-8950			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $5,000.00			$208.68 / $0.00 / $208.68	
11/07	11/09	24011346311100066226776	AMAZON RETA* AQ7Z905Y3 WWW.AMAZON.COWA	$19.22
11/07	11/09	24011346311100134755756	AMAZON RETA* RF07T7AG3 WWW.AMAZON.COWA	$31.89
11/07	11/09	24011346311100134933338	AMAZON RETA* J88KI6DQ3 WWW.AMAZON.COWA	$17.88
11/07	11/09	24011346311100084198676	AMAZON RETA* 8N6FP5SF3 WWW.AMAZON.COWA	$67.10
11/11	11/11	24011346315100045200179	AMAZON RETA* FV3TE93K3 WWW.AMAZON.COWA	$72.59
POLICE DEPARTMENT TRAVEL 0000-0317-2236				
XXXX-XXXX-XXXX-3469			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $2,500.00			$106.37 / $0.00 / $106.37	
10/27	10/28	24692166301400180024937	CIRCLEK#2746208 BISMARCK ND	$46.47
10/28	10/29	24692166302401202569346	SHELL 12502810018 MANDAN ND	$46.93
11/02	11/04	24137466307100450746471	MENARDS DICKINSON ND DICKINSON ND	$12.97
MICHAEL HANEL 0001-0004-0559				
XXXX-XXXX-XXXX-1126			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $2,500.00			$136.92 / $0.00 / $136.92	
11/03	11/03	24692166307406297515976	AMAZON MKTPL*624UJ19O3 Amzn.com/billWA	$47.97
11/04	11/04	24011346308100068829887	BUZZSPROUT INV9423569 BUZZSPROUT.COFL	$22.00
11/05	11/06	24692166309408869950332	AMAZON MKTPL*6T2RI8PI3 Amzn.com/billWA	$66.95
ANIMAL SHELTER 0001-1296-6130				
XXXX-XXXX-XXXX-2966			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $2,500.00			$1,455.45 / $0.00 / $1,455.45	
10/27	10/29	24055226301947319159458	LOGO MAGIC INC 701-483-0953 ND	$155.00
11/03	11/04	24013126307000310468978	WEST DAKOTA VETERINARY DICKINSON ND	$1,300.45
PURCHASING DEPARTMENT 0001-3525-0710				
XXXX-XXXX-XXXX-7033			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $10,000.00			$4,229.55 / $0.00 / $4,229.55	
10/31	11/02	24692166304403747812304	Amazon.com*461609M13 Amzn.com/billWA	$3,866.00
11/01	11/02	24692166305404196619678	Amazon.com*I00S459I3 Amzn.com/billWA	$363.55
DUANE ZASTOUPIL 0001-5434-7546				
XXXX-XXXX-XXXX-1029			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $5,000.00			$73.81 / $0.00 / $73.81	
10/27	10/28	24005946300300837896257	NATIONAL SAFETY COUNCIL 800-621-7619 IL	$73.81
MATT HANSON 0001-6508-5614				
XXXX-XXXX-XXXX-4887			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $2,500.00			$1,965.62 / $0.00 / $1,965.62	
10/29	10/30	24108296303100000328192	LLRMI LLRMI.COM IN	$550.00

Cardholder Account Activity (continued)

Tran Date	Post Date	Reference Number	Transaction Description	Amount
10/29	11/02	24692166303402755756743	UNITED 0162153028177UNITED.COM TX NM: HANSON/MATTHEWJ TKT: 0162153028177 OARP: DIK SVC: V DARP: DEN FR: VAA2OD DEP: 11-29-26 OARP: DEN SVC: V DARP: LAS FR: VAA2OD DEP: 11-29-26 OARP: LAS SVC: VX DARP: DEN FR: VAA2OD DEP: 11-29-26 OARP: DEN SVC: VO DARP: DIK FR: VAA2OD DEP: 11-29-26	$707.81
10/29	11/02	24692166303402755756750	UNITED 0162153028178UNITED.COM TX NM: STOCKIE/BRANDONJ TKT: 0162153028178 OARP: DIK SVC: V DARP: DEN FR: VAA2OD DEP: 11-29-26 OARP: DEN SVC: V DARP: LAS FR: VAA2OD DEP: 11-29-26 OARP: LAS SVC: VX DARP: DEN FR: VAA2OD DEP: 11-29-26 OARP: DEN SVC: VO DARP: DIK FR: VAA2OD DEP: 11-29-26	$707.81

TRAVIS LEINTZ 0001-7741-1394

XXXX-XXXX-XXXX-8650	Purchases & Other Charges	Payments & Other Credits	Total Activity
Credit Limit: $2,500.00	$950.00	$0.00	$950.00

10/26	10/27	24108296300100001689629	B2G, LLC* O #229638 BLUETOGOLD.COWA	$225.00
10/26	10/27	24108296300100003363033	LLRMI LLRMI.COM IN	$550.00
11/03	11/04	24492156308318388054199	TLO TRANSUNION 561-988-4200 FL	$175.00

CINDY THRONBURG 0000-9264-8252

XXXX-XXXX-XXXX-4820	Purchases & Other Charges	Payments & Other Credits	Total Activity
Credit Limit: $3,000.00	$64.05	$43.87	$20.18

10/27	10/27	24692166300409345168746	AMAZON MKTPL*7K8H44NY3 Amzn.com/billWA	$64.05
11/09	11/10	74692166313402998603457	AMAZON MKTPLACE PMTS Amzn.com/billWA	$22.99 CR
11/10	11/10	74692166314403099369617	AMAZON MKTPLACE PMTS Amzn.com/billWA	$20.88 CR

POLICE DEPARTMENT 0000-0150-5007

XXXX-XXXX-XXXX-3168	Purchases & Other Charges	Payments & Other Credits	Total Activity
Credit Limit: $30,000.00	$900.69	$24.86	$875.83

10/27	10/29	74000976301631505083802	EVERSPRING INN & SUITE 701-2223311 ND	$24.86 CR
10/27	10/29	24000976301631505083757	EVERSPRING INN & SUITE BISMARCK ND CHECK IN DATE: 10-25-26 CONFIRMATION #: 0060512504	$250.86
10/28	10/29	24692166301401022549115	IN *RUDY'S LOCK AND KEY 701-2253730 ND	$10.00
10/29	10/29	24692166302401216011673	ND SECRETARY OF STATE 701-328-3723 ND	$36.00
10/29	10/30	24692166302402038065111	IN *ND POST 701-3285500 ND	$405.00
10/30	10/30	24692166303402235539727	ND SECRETARY OF STATE 701-328-3723 ND	$36.00
10/30	11/02	24445006303200357356856	PALACE ADV ROOM DEP LAS VEGAS NV CHECK IN DATE: 11-29-26 DAILY RATE: 89.00 CONFIRMATION #: 463234206064	$100.91
10/31	11/02	24692166304403921027794	AMAZON MKTPL*SA3H90D13 Amzn.com/billWA	$52.99
11/06	11/09	24692166310409763494036	Amazon.com*GU6CW16R3 Amzn.com/billWA	$8.93

RACHEL SHUMAKER 0001-9258-6378

XXXX-XXXX-XXXX-8315	Purchases & Other Charges	Payments & Other Credits	Total Activity
Credit Limit: $15,000.00	$359.85	$28.49	$331.36

10/27	10/28	24427336300740271273774	CASH WISE #3044 DICKINSON ND	$77.93
10/28	10/29	24137466301500946254368	TST* BLUE 42 SPORTS GRILL701-483-2583 ND	$75.00
11/06	11/09	24013126310000312424651	WEST DAKOTA VETERINARY 701-4830240 ND	$124.96
11/06	11/09	24013126310000312424743	WEST DAKOTA VETERINARY 701-4830240 ND	$81.96
11/09	11/10	74692166313402726003830	AMAZON MKTPLACE PMTS Amzn.com/billWA	$28.49 CR

DENVER FOWLER 0000-9338-8569

XXXX-XXXX-XXXX-7909	Purchases & Other Charges	Payments & Other Credits	Total Activity
Credit Limit: $3,000.00	$187.86	$0.00	$187.86

11/06	11/09	74201336311100003719574	SP NICKS WOOD ART STUD SPOTSWOOD	$186.00
11/09	11/09	74201336311100003719574	INTERNATIONAL SERVICE FEE	$1.86

AARON MEYER 0000-0375-0213

XXXX-XXXX-XXXX-9108	Purchases & Other Charges	Payments & Other Credits	Total Activity
Credit Limit: $40,000.00	$8,461.12	$0.00	$8,461.12

10/26	10/27	24492166299100065202162	OPENAI *CHATGPT SUBSCR OPENAI.COM CA	$200.00
10/28	10/29	24801976302947970116595	DICKINSON HARDWARE DICKINSON ND	$25.96

Cardholder Account Activity (continued)

Tran Date	Post Date	Reference Number	Transaction Description	Amount
10/29	11/02	2443106630353307549039 5	STAPLES INC 800-333-3330 CT	$276.99
10/31	11/02	2469216630440338107529 1	AMAZON MKTPL*LT8B576S3 Amzn.com/billWA	$84.98
11/01	11/02	2401134630510012509847 9	UBIQUITI INC. UI.COM NY	$29.00
11/03	11/05	2443106630853610926351 9	STAPLES INC 800-333-3330 CT	$569.98
11/03	11/04	2469216630740708009488 0	AMAZON MKTPL*W97DO9VW3 Amzn.com/billWA	$18.89
11/04	11/05	2469216630840789476118 6	AMAZON MKTPL*CS6PW0UY3 Amzn.com/billWA	$3,847.13
11/11	11/11	2469216631540404967872 1	AMAZON MKTPL*DM3MJ5773 Amzn.com/billWA	$3,408.19

DEB KIRSCHENHEITER 0000-6918-4083

XXXX-XXXX-XXXX-5978	Purchases & Other Charges	Payments & Other Credits	Total Activity
Credit Limit: $1,000.00	$76.00	$0.00	$76.00

10/26	10/27	2469216629940913632920 3	NDRIN-ND LAND RECORDS	701-364-1280 ND	$3.00
10/30	11/02	2469216630340306019870 4	NDRIN-ND LAND RECORDS	701-364-1280 ND	$10.00
10/30	11/02	2469216630340306019871 2	NDRIN-ND LAND RECORDS	701-364-1280 ND	$8.00
10/30	11/02	2469216630340306019872 0	NDRIN-ND LAND RECORDS	701-364-1280 ND	$4.00
11/05	11/06	2469216630940895083611 9	NDRIN-ND LAND RECORDS	701-364-1280 ND	$1.00
11/05	11/06	2469216630940895311440 7	NDRIN-ND LAND RECORDS	701-364-1280 ND	$1.00
11/05	11/06	2469216630940895045240 4	NDRIN-ND LAND RECORDS	701-364-1280 ND	$11.00
11/05	11/06	2469216630940895311442 3	NDRIN-ND LAND RECORDS	701-364-1280 ND	$2.00
11/05	11/06	2469216630940895311445 6	NDRIN-ND LAND RECORDS	701-364-1280 ND	$4.00
11/05	11/06	2469216630940895311446 4	NDRIN-ND LAND RECORDS	701-364-1280 ND	$8.00
11/05	11/06	2469216630940895311448 0	NDRIN-ND LAND RECORDS	701-364-1280 ND	$11.00
11/05	11/06	2469216630940895083609 3	NDRIN-ND LAND RECORDS	701-364-1280 ND	$3.00
11/05	11/06	2469216630940895083610 1	NDRIN-ND LAND RECORDS	701-364-1280 ND	$7.00
11/05	11/06	2469216630940895083612 7	NDRIN-ND LAND RECORDS	701-364-1280 ND	$3.00

IAN ANGUIANO 0002-2732-7087

XXXX-XXXX-XXXX-4168	Purchases & Other Charges	Payments & Other Credits	Total Activity
Credit Limit: $5,000.00	$1,430.50	$0.00	$1,430.50

10/28	10/29	2469216630140102240555 7	IN *MINARDS ELECTRIC LLC	701-3004732 ND	$1,050.00
11/02	11/03	2449216630710001080496 3	ROCO FILMS ROCOFILMS.COMCA		$380.50

SCOTT DECKER 0002-2885-5128

XXXX-XXXX-XXXX-7867	Purchases & Other Charges	Payments & Other Credits	Total Activity
Credit Limit: $3,500.00	$0.00	$11.99	$11.99 CR

10/22	10/28	7475542630027297387011 7	SLEEP INN CONFERENCE CENT	MINOT ND	$11.99 CR

CITY LIBRARY 0000-0150-5031

XXXX-XXXX-XXXX-3893	Purchases & Other Charges	Payments & Other Credits	Total Activity
Credit Limit: $10,000.00	$33.87	$0.00	$33.87

11/06	11/06	2469216631040906830455 9	AMAZON MKTPL*FQ6BV4PR3	Amzn.com/billWA	$33.87

BRANDI AARON 0002-3155-0062

XXXX-XXXX-XXXX-5570	Purchases & Other Charges	Payments & Other Credits	Total Activity
Credit Limit: $1,000.00	$20.23	$12.02	$8.21

10/28	10/29	2413746630130091899176 0	USPS.COM CLICKNSHIP	800-344-7779 DC	$20.23
11/04	11/06	7413746630820047509037 8	USPS.COM CLICKNSHIP	800-3447779 DC	$12.02 CR

FIRE DEPARTMENT EMS 0002-4113-7025

XXXX-XXXX-XXXX-5974	Purchases & Other Charges	Payments & Other Credits	Total Activity
Credit Limit: $20,000.00	$384.01	$130.00	$254.01

09/30	11/02	7475542630315300788719 3	HAMPTON INNS CHECK IN DATE: 09-29-26 CONFIRMATION #: 96470365	701-8381400 ND	$130.00 CR
11/02	11/03	2444500630740033357522 5	WM SUPERCENTER #1567	DICKINSON ND	$76.68
11/02	11/03	2444500630740033357514 2	WM SUPERCENTER #1567	DICKINSON ND	$19.94
11/03	11/04	2403629630771869228797 1	JONES & BARTLETT LEARNING	800-832-0034 MA	$60.16
11/04	11/05	2444500630940031437219 4	WM SUPERCENTER #1567	DICKINSON ND	$119.00
11/05	11/06	7460905630910005153820 3	KAHOOT! ASA OSLO		$107.16
11/06	11/06	7460905630910005153820 3	INTERNATIONAL SERVICE FEE		$1.07

Cardholder Account Activity (continued)

Tran Date	Post Date	Reference Number	Transaction Description	Amount
BRANDON STOCKIE 0002-4301-1517				
XXXX-XXXX-XXXX-6630			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $2,500.00			$227.42 / $0.00 / $227.42	
11/08	11/09	2469216631340208579688 8	CIRCLEK #2746431 MINOT ND	$50.54
11/09	11/10	2469216631340253847710 2	SHELL 10083962018 JAMESTOWN ND	$61.95
11/09	11/10	2469216631340296937495 0	EXXON RUD'S CORPORATIO NEW SALEM ND	$59.07
11/09	11/11	2423168631496237866980 7	MARATHON 57133 CASSELTON ND	$55.86
REBECCA NEEDHAM 0002-4825-3254				
XXXX-XXXX-XXXX-3817			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $1,500.00			$640.39 / $0.00 / $640.39	
11/01	11/02	2469216630540426538868 4	Amazon.com*LC6WC8WX3 Amzn.com/billWA	$22.06
11/02	11/02	2469216630640530591801 7	Amazon.com*QM8QA2AX3 Amzn.com/billWA	$243.41
11/06	11/09	2469216631040985061924 8	Amazon.com*004O81IV3 Amzn.com/billWA	$11.90
11/07	11/09	2469216631140022761465 6	Amazon.com*5A21X95V3 Amzn.com/billWA	$363.02
ROBERT FUHRMAN 0000-6420-7467				
XXXX-XXXX-XXXX-7460			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $5,000.00			$26.75 / $0.00 / $26.75	
11/02	11/03	2469216630640603512857 0	AMAZON MKTPL*I73SV5A83 Amzn.com/billWA	$19.99
11/04	11/05	2423168630895573712462 9	CONSOLIDATED TELCOM CTCTEL.COM ND	$6.76
MUSEUM 0000-5687-7889				
XXXX-XXXX-XXXX-0043			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $8,000.00			$13.90 / $0.00 / $13.90	
11/02	11/03	2413746630700154775522 0	USPS PO 3724000905 DICKINSON ND	$13.90
EMS 1 0002-5866-6528				
XXXX-XXXX-XXXX-8072			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $2,500.00			$96.42 / $0.00 / $96.42	
11/03	11/04	2469216630840720796779 3	SHELL 12502810018 MANDAN ND	$96.42
CARTER FONG 0002-5916-0745				
XXXX-XXXX-XXXX-1590			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $5,000.00			$73.03 / $0.00 / $73.03	
11/04	11/06	2494300630953671605820 9	PIZZA HUT 042470 DICKINSON ND	$44.03
11/04	11/04	2479338630800163688521 3	NDPIO Bismarck ND	$29.00
RITA BINSTOCK 0000-4914-5485				
XXXX-XXXX-XXXX-0994			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $4,000.00			$2,863.74 / $0.00 / $2,863.74	
10/26	10/27	2480197629994523478326 2	VISION WEST ND 701-483-9476 ND	$51.81
10/29	10/30	2410829630310000087005 2	COLUMN PUBLIC NOTICE COLUMN.US DC	$922.80
10/29	10/30	2410829630310000290683 9	COLUMN PUBLIC NOTICE COLUMN.US DC	$441.31
11/03	11/04	2444500630800101318517 5	FAMILY FARE 3122 DICKINSON ND	$19.76
11/06	11/09	2410829631110000542268 5	COLUMN PUBLIC NOTICE COLUMN.US DC	$454.66
11/09	11/10	2410829631310006185107 2	COLUMN PUBLIC NOTICE COLUMN.US DC	$454.66
11/09	11/10	2410829631410000463532 6	COLUMN PUBLIC NOTICE COLUMN.US DC	$518.74
CHAD TORMASCHY 0002-4230-8484				
XXXX-XXXX-XXXX-8922			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $10,000.00			$444.63 / $0.00 / $444.63	
10/26	10/27	2479338629900309972307 2	eBay O*06-15355-04741 800-4563229 CA	$148.24
10/27	10/27	2410829630010001136381 9	SPEE DEE DELIVERY SPEEDEEDELIVEMN	$275.31
10/27	10/28	2400097630062820047828 3	THE UPS STORE 4954 209-7775558 ND	$21.08
MOTOR VEHICLE DEPARTMENT 0002-6970-6677				
XXXX-XXXX-XXXX-2494			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $2,000.00			$21.29 / $0.00 / $21.29	
11/10	11/11	2480197631596307509379 0	DICKINSON HARDWARE DICKINSON ND	$21.29
CHRISTOPHER DICKINSON 0002-7168-4490				
XXXX-XXXX-XXXX-8115			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $2,500.00			$78.46 / $0.00 / $78.46	
11/11	11/11	2469216631540418922440 1	AMAZON MKTPL*5W3J21NL3 Amzn.com/billWA	$78.46

Cardholder Account Activity (continued)

Tran Date	Post Date	Reference Number	Transaction Description	Amount
BRETT CHRISTENSEN 0002-7638-2272				
XXXX-XXXX-XXXX-8231			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $5,000.00			$53.66 / $0.00 / $53.66	
10/29	11/02	24943006303533058035586	IHOP 3857 BISMARCK ND	$53.66
FIRE PREVENTION 0002-8169-8241				
XXXX-XXXX-XXXX-0464			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $5,000.00			$116.99 / $0.00 / $116.99	
11/03	11/04	24692166307406476015590	NFPA NATL FIRE PROTECT 800-344-3555 MA	$116.99
KRISTOPHER KELLER 0002-8569-5581				
XXXX-XXXX-XXXX-6238			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $5,000.00			$354.93 / $12.43 / $342.50	
10/27	10/29	24000976301631507575362	RADISSON HOTEL BISMARC BISMARCK ND CHECK IN DATE: 10-26-26 CONFIRMATION #: 0000002960	$128.93
10/27	10/29	24000976301631506125714	EVERSPRING INN BISMARC BISMARCK ND CHECK IN DATE: 10-26-26 CONFIRMATION #: 0060537557	$226.00
10/27	11/06	74000976309675502610010	RADISSON HOTEL BISMARC 701-2556000 ND	$12.43 CR
BRITANI BOHACEK 0002-8664-8704				
XXXX-XXXX-XXXX-8480			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $1,000.00			$93.80 / $0.00 / $93.80	
10/28	10/30	24801976302948627725820	STARK COUNTY DICKINSON ND	$20.00
10/28	10/30	24801976302948622427984	MUNICIPAY(M3)*SERVICE FE PORTLAND ME	$3.00
10/28	10/30	24801976302948627725838	STARK COUNTY DICKINSON ND	$40.00
10/28	10/30	24801976302948622428164	MUNICIPAY(M3)*SERVICE FE PORTLAND ME	$3.00
11/02	11/03	24137466307001547762077	USPS PO 3724000905 DICKINSON ND	$13.90
11/02	11/03	24137466307001547762150	USPS PO 3724000905 DICKINSON ND	$13.90
MIKAELA WOODRUFF 0002-8886-5132				
XXXX-XXXX-XXXX-5055			Purchases & Other Charges / Payments & Other Credits / Total Activity	
Credit Limit: $3,000.00			$748.54 / $0.00 / $748.54	
10/28	10/29	24445006302400344488413	WM SUPERCENTER #1567 DICKINSON ND	$59.35
10/30	11/02	24692166303402869866461	AMAZON MKTPL*IL4CM6BI3 Amzn.com/billWA	$18.41
10/31	11/02	24011346304100023279479	AMAZON RETA* A35Z40IO3 WWW.AMAZON.COWA	$560.90
11/01	11/02	24011346305100138282060	AMAZON RETA* YA2WI10T3 WWW.AMAZON.COWA	$109.88

Finance Charge Summary

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.

Type of Balance	Average Daily Balance	Daily Periodic Rate	Corresponding Annual Percentage Rate	Periodic Finance Charge
PURCHASES	$0.00	0.0000%	0.00%	$0.00
CASH ADVANCES	$0.00	0.0330%	11.90%	$0.00

MANUAL Checks 12/01/2026

Date	Check #	Vendor Name	Amount	Comment
11.13.2026	ACH	ND CHILD SUPPORT	$ 2,724.93	Payroll
11.13.2026	ACH	FL CHILD SUPPORT	$ 161.54	Payroll
11.13.2026	ACH	BRAVERA WEALTH	$ 13,822.08	Payroll
11.13.2026	ACH	IRS	$ 151,897.73	Payroll
11.18.2026	136967	VERIZON	$ 5,915.53	November Phone Billing
11.18.2026	136953	STANDARD LIFE	$ 5,596.23	December Life Policy
11.19.2026	ACH	COMMERCE	$ 27,650.65	October 11th Statement
11.19.2026	136877	GRUB TUB	$ 5,533.37	Employee Banquet

CITY OF Dickinson North Dakota | Administration

To: City Commission

From: City Administrator Dustin Dassinger

Date: 11/23/26

Subject: Legacy Square 2026 Concession Liquor License

Commissioners,

The City of Dickinson requested bids for the Dickinson Legacy Square 2027 Concession liquor license. For the upcoming year, the minimum alcohol license bid for Dickinson Legacy Square remained at $3,000. This figure reflects the cost of renewing a Class A liquor license.

We received bids from two interested parties. They were Bernie's Esquire Club and All In Events and Catering.

Bid openings occurred at 10:00 am on Friday, November 13, 2026 in the city hall commission chambers. The highest bidder was Bernie's Esquire Club in the amount of $20,113.13.

City administration recommends the city commission award the Legacy Square 2027 Concession liquor license to Bernie's Esquire Club.

Thank You,



Dustin Dassinger

City Administrator

Dickinson Legacy Square

2027

Concession Liquor License

Bid

Bernie's Esquire

$20,113.13

CITY OF DICKINSON

INITIAL APPLICATION FOR
LEGACY SQUARE CONCESSION LICENSE
For Year 2027

The undersigned hereby applies for the Legacy Square Concession License, and agrees, if granted the License, to promptly advise the City of any changes in the information contained in this application.

1. **BUSINESS INFORMATION:**
Business Name: Bernie's Esquire Club
Mailing Address: PO Box 389 Dickinson N.D. 58602
Street Address: 43 Sims Street Dickinson ND 58601
Phone Number: 701-483-4495

2. **PROPOSED LICENSEE INFORMATION (please complete either 2.a. or 2.b. as appropriate)**
   a. Individual or Partnership:
   Name(s): _____
   Address: _____
   _____
   City/State/Zip: _____
   Telephone: _____
   Email: _____
   Birth Date(s): ___/___/_____ ___/___/_____
   Social Security # _____ Driver's License # _____
   Please Attach - Occupation Record for Last Five Years
   US Citizen: Y / N
   b. Corporation:
   Name of Corporation: BP Marsh Enterprises Inc.
   Date of Incorporation: 7/23/87 State of Incorporation: N.D.
   Web Address: _____
   (Attach copy of Certificate of Incorporation)
   (Attach list of each officer, director, and proposed manager indicating address, email address, citizenship status, and percentage of stock ownership in corporation.)

3. **LOCATION INFORMATION:** Legal description of location: Legacy Square

4. **GENERAL:**
   a. Name and contact information for person responsible for complying with all city ordinances and state law, on behalf of this license.
   Name: _____
   Mailing Add _____
   City/State/Z _____
   Telephone: _____
   Email: N _____
   b. Attach a c ...ess ownership for the five years leading up to the date of this application.
   c. Have you ever been engaged in the sale or distribution of alcoholic beverages prior to this application? If so, give date and type of business and address: yes
   Bernies Esquire Club since 1987
   d. Have you ever had a liquor license rejected by any municipality, state or federal authority? (Y / (N)) If yes, give details: _____
   e. Have you ever been convicted or any violation of any law of the United State or the state of North Dakota, or local ordinance governing the manufacture, sale, distribution or possession of alcoholic beverages? (Y / (N))
   If yes, give date(s) and details:
   _____
   _____
   _____

f. Have you ever had a liquor license for the sale of intoxicating liquor revoked or suspended for any violation or any state law or local ordinance? (Y / N) If yes, give date(s) and details:

g. Have you ever been indicted or convicted of a crime either in North Dakota or elsewhere? (Y / N) If yes, give date(s) and details:

h. Attach list of names and contact information of all perso / manner in said business, or who will have charge, management, or
Bernie Marsh
Paulette Marsh
MaxsonN Marsh

i. Have you any agreement or understanding or intention to have any agreement or understanding with any person, partnership or corporation to obtain for any other, or transfer to any other person this license, or to obtain it for any other than the specific use of the applicant? (Y / N) If yes, please give details:

j. Have you interest whatsoever, directly or indirectly, in any other liquor or alcoholic beverage establishment either wholesale or retail in North Dakota or any another state?
(Y / N) If yes, attach list of business names and addresses of establishments.

k. Have you or any licensees listed on this application been convicted of a Felony or any other alcohol related violation of criminal or traffic law? No _____ *Yes_____
*If yes, please provide date, location (State & City) and description of the offense _____

l. Will you be engaged in any other form of business other than that to be covered by this license? (Y / N) If yes, please attach description of other business, including employer if that applies.

m. The applicant hereby does expressly understand that the City of Dickinson owns Legacy Square. As the owner, the City of Dickinson may at any time inspect the premises for any possible violation of laws of the state of North Dakota or ordinances of the City of Dickinson regardless whether said laws pertain to the sales of alcoholic beverages. Such access shall be permitted without necessity of a search warrant.

n. Applicant acknowledges that this license, if granted includes the ability to open business on Sunday and therefore the business must collect and submit to the state of North Dakota the Hospitality Tax (Restaurant and Lodging).

o. The applicant hereby acknowledges that this license is not transferable nor may the ownership change by more than 25% without prior approval of the City of Dickinson.

p. Please attach the names and contact information of three local business references.

q. The applicant hereby acknowledges that by signing this application he/she/they admit that the information contained in this application is true and accurate to the best of their knowledge.

r. The applicant hereby acknowledges that they shall cooperate to the fullest extent in obtaining a complete background investigation concerning any persons involved with the individual applicant or the applicant's organization should the City of Dickinson deem it necessary.

5. **TAX INFORMATION:**
The undersigned represents and warrants that the hospitality tax imposed under Section 35.125 of the Dickinson City Code has been and will continue to be collected to qualify the licensee as a qualified alcoholic beverage licensee for purposes of Sections 4.08.270 and 4.08.280 of the Dickinson City Code authorizing Event permits and Sunday permits. (This paragraph is not applicable to applicants who have not applied for a Sunday permit)

6. **INSURANCE INFORMATION:**
The undersigned acknowledges and understands that it must have a general liability insurance policy in effect for the duration of this License in an amount no less than $3,000,000. The City of Dickinson must be listed as an additional insured on said policy and may not be removed without prior notification to the City of Dickinson.

Dated this 10 day of November, 20 26

Individual or Partnership Application:

Applicant Signature(s)

Applicant Signature(s)

Corporation:

Bernie C Marsh
President's Signature

Paulette Marsh
Secretary's Signature

CITY OF Dickinson North Dakota | Administration

To: City Commission

From: City Administrator Dustin Dassinger

Date: 11/23/2026

Subject: 2027 Tobacco License Renewal – Moe's Smoke Shop

The City Commission is being asked to consider the renewal of the tobacco license for Moe's Smoke Shop.

The renewal application has been submitted for the upcoming licensing period.

City Administration recommends approval.

Thank You,



Dustin Dassinger

City Administrator

CITY OF DICKINSON

Application for Business and/or Occupation License Date: 2027

Application for:

____ **Carnival ($50/day plus $100,000 Liability Insurance) Event date:** _____
____ **Circus ($50/day plus $100,000 Liability Insurance) Event date:** _____
____ **Housemover ($50/annual plus $5,000 bond and Liability Insurance)**
____ **Pawnbroker ($50/annual)**
____ **Junk Dealer ($50/annual)**
____ **Arborist ($100/annual plus $150,000 Aggregate Liability Insurance)**
✓ **Tobacco Dealer ($50/annual)** Location of Sale: 3275 W RIDGE DR DICKINSON ND 58601
____ **Adult Entertainment ($2,000/annual)**

1. Name of Applicant (Individual or Firm): Mohammed WAZWAZ

   Birth Date: _____ Social Security Number:

   Residence Address: Phone Number:

   Business Address: 3275 W RIDGE DR DICKINSON Cell Number:

   Email Address: com

   Mailing address (if not the same as business):

2. Location of Business Records (if not the same as business): SAME

3. This application is for:
   New Business _____
   Renewal of License ✓
   Change of Ownership _____
   Change of Address _____
   Date business started: 8/1/25

   If change of ownership, give name of previous owner: _____

4. If bond is required, give name of bonding company and address: N/A

5. If you employ an auditor or bookkeeping firm, give name and address of firm: N/A

6. List locations of businesses outside Dickinson in which license fee(s) was/were paid to other cities, towns or counties:

Name of Town or City	Name of Job	Amount
BISMARCK	MOE'S Smoke shop	~~$75.00~~ $15.00
MANDAN	Moe's Smoke shop	~~$75.00~~ $75.00

(continue list on back if necessary)

7. List name of partners or of officers of the business and their titles: N/A

   N/A

8. The above is a true statement.

   _____ OWNER
   (Signature of Applicant) (Official Title)

** The records of all concerns doing business must comply with City and State requirements.

CITY OF Dickinson North Dakota | Administration

To: City Commission

From: City Administrator Dustin Dassinger

Date: 11/24/2026

Subject: Dickinson Museum Center Billboard Lease

The Dickinson Museum Center is proposing a five-year billboard lease agreement with Diamond H Rentals LP for the continued use of an existing billboard sign location.

The agreement establishes an annual rental payment of $4,320, which includes a 10% discount for annual payment. The lease term is five years, with a commencement date of January 1, 2027, and an annual payment obligation throughout the agreement.

Staff recommends approval of the five-year billboard lease agreement between Diamond H Rentals LP and the Dickinson Museum Center, effective January 1, 2027, at an annual cost of $4,320.

City Administration and Museum Staff Recommends approval.

Thank You,



Dustin Dassinger

City Administrator

DIAMOND H RENTALS

HIGHWAY BILLBOARD LEASE AGREEMENT

DIAMOND H RENTALS LP, AS LESSOR AND

Dickinson Museum Center_____ AS LESSEE AGREED THAT ON

_12/1/2026_____(DATE) TO THE FOLLOWING TERMS:

LESSEE WILL RENT THE DH SIGN RENTAL LOCATION IDENTIFIED AS

4E_(current sign)_____ ON THE DIAMOND H SIGN MAP.

LESSEE IS RESPONSIBLE FOR FURNISHING THEIR OWN SIGN, THE INSTALLATION COST AND THE FINAL REMOVAL OF SIGN IF LESSEE OPTS NOT TO RENEW CONTRACT.

DIAMOND H IS RESPONSIBLE FOR MAINTENANCE OF THE BILLBOARD STRUCTURE.

LESSEE IS REPONSIBLE FOR VINYL THAT HAS BEEN DAMAGED. IF NOTIFIED BY LESSEE, LESSOR WILL ARRANGE FOR REPAIRS AND BILL LESSEE FOR THOSE REPAIR CHARGES.

LESSEE AGREES TO PAY THE annual SUM OF $4320.00 TO DIAMOND H RENTAL FOR AN AGREED PERIOD OF __5___ YEARS. (This amount includes the 10% discount for annual payment.)

STARTING DATE OF THS *CONTRACT IS _January 1st, 2027_.*

AT LEASE EXPIRATION, LESSEE HAS FIRST RIGHT OF REFUSAL.

X _____

LESSEE COMPANY NAME AND AUTHORIZED AGENT

X_____

DIAMOND H RENTALS – JOSH HEWSON, CO-OWNER

Professional • Ethical • Successful
DCI CREDIT SERVICES, INC.

BISMARCK
121 East Rosser Ave
Bismarck, ND 58501

FA
4749 Amber Valley Pkwy, Suite C
Fargo, ND 58103

DICKINSON
1409 W Villard St
Dickinson, ND 58602

DEVILS LAKE
103 College Drive N, Suite 1
Devils Lake, ND 58301

COLLECTION AGREEMENT

AGREEMENT made this 10th day of November, 2026, between **City of Dickinson EMS/Fire Department**, hereinafter referred to as ("creditor") whose principal place of business is: **2475 State Ave N, Dickinson, ND 58601-6791** and DCI Credit Services, Inc. (hereinafter referred to as "collector") whose principal place of business is 121 E Rosser Ave, Bismarck, North Dakota 58501.

Witnesseth:
Whereas, during the term of this agreement, creditor wishes to submit to collector for collection certain claims, accounts or other evidence of indebtedness (hereinafter called "claims") and, whereas collector desires to provide creditor with collection services with respect to said claims; now, therefore, for and in consideration of mutual covenants hereinafter set forth, it is mutually agreed by and between the parties hereto as follows:

Creditor does hereby assign, transfer and set over to collector past due claim for collection. Creditor also assigns the full power and authority to demand, collect, receive, compound, and give acquittance for said claims or any part of said claims.

Creditor will, both before and after forwarding said claims, comply with all applicable federal, state, and local laws with respect thereto. Creditor hereby warrants that all claims forwarded to collector will be valid and legally enforceable debts; that the claim is within the applicable statute of limitations; that payment of the sums listed on the accounts is due and owing by the debtor(s) and is not contingent on fulfillment of any condition, past or future; that creditor has absolute and good title to assign, transfer and set over the claims, and that the claim has not been assigned or transferred to any other party.

Placement of existing judgments: Creditor agrees to include a copy of the judgment as well as a ledger showing the original judgment amount with any payments, adjustments, costs expended or paid, interest accrued or paid.

Validation of debt: Creditor agrees to provide, whenever requested to do so by collector, a written verification of the account on which the claim is based. This verification will include the original amount of the services with any payments or adjustments resulting in the current balance of the account. Validation documents would include a copy of the judgment, if any, on which a claim is based; the name and address of the person or entity to whom the debt was originally owed, if different from the creditor; a ledger of the account activity showing the original amount of the services with any payments or adjustments calculated into the current balance of the account.

Insurance payments: If the consumer notifies the creditor of insurance eligibility after placement has been acknowledged by collector, that notification will be deemed to be a result of the collection activity and any payment received by creditor will be reported to the collector and a commission will be charged.

Closing legal accounts: Creditor may withdraw or close a claim at their discretion, however, if legal action has been authorized on the claim by the creditor, the creditor will be responsible for any unpaid legal costs expended on the account by the collector.

Professional • Ethical • Successful
DCI CREDIT SERVICES, INC.

BISMARCK
121 East Rosser Ave
Bismarck, ND 58501

FAR
4749 Amber Valley Pkwy, Suite C
Fargo, ND 58103

DICKINSON
1409 W Villard St
Dickinson, ND 58602

DEVILS LAKE
103 College Drive N, Suite 1
Devils Lake, ND 58301

Creditor will immediately advise collector of any occurrence that may in any way impair the validity of the claims or tend to reduce the amounts of the claims.

Collector agrees that all activities of collector shall be carried out in compliance with all applicable federal, state and local laws.

Collector shall provide pre-collect services for a maximum of "30 days" for each account prior to regular collection services. Collector's fee is contingent upon collection and will be: **5%** of the amount assigned and collected.

Collector will pursue the collection of creditor claims listed during the term of this agreement at the rate of: **20 %**

Creditor claims which require legal action, skip tracing, or forwarding will be pursued at the rate of: **40 %.**

These rates apply to accounts listed on or after the effective date of this agreement. When a claim is listed, the collector shall transmit an acknowledgment of the claim to the creditor. This will be conducted both through the client portal and by mail.

Commission owed to collector: Collector will invoice the creditor for collected commission amounts on a monthly basis. The commission charged will be on a net remit status unless otherwise specified in the contract. In the event the creditor is over 60 days past-due on fees owed to the collector, the creditor will revert to a net remit status regardless of the original terms and conditions of the contract.

If any court of competent jurisdiction shall rule that any portion of this agreement is invalid or unenforceable, the remaining provisions shall remain in full force and effect and shall not be affected by said ruling. This agreement shall be binding on the heirs, legal representatives, successors and assignees of parties hereto.

Client: City of Dickinson EMS/Fire Department

Signature: _____

Title: Fire Chief

Date: _____

Phone: (701)-260-3720, Jeremy Presnell

Fax: _____

Email: jeremy.presnell@dickinsongov.com

Type of Debt: 3-MEDICAL SERVICES_OUTPATIENT

DCI Credit Services, Inc.

Signature: C. Eberle

Title: PRESIDENT/CEO

Date: 11/10/2026

Professional • Ethical • Successful
DCI CREDIT SERVICES, INC.

BISMARCK
121 East Rosser Ave
Bismarck, ND 58501

FAR
4749 Amber Vall
Fargo, ND 58103

DICKINSON
1409 W Villard St
Dickinson, ND 58602

DEVILS LAKE
103 College Drive N, Suite 1
Devils Lake, ND 58301

LEGAL ASSIGNMENT

AGREEMENT between DCI Credit Services, Inc., a North Dakota corporation, hereinafter referred to **"DCI Credit Services, Inc."** and **"City of Dickinson EMS/Fire Department."** hereinafter referred to as Credit Grantor.

For value received, Credit Grantor, does hereby assign, transfer and set over to DCI, and it assigns all right, title and interest in, and to any and all sum or sums of money now due reflected on the account statement, and any future account statement delivered to DCI.

Credit Grantor gives to DCI, and it assigns, the full power and authority, for DCI's own use and benefit, but at DCI's own cost, to demand, collect, receive, compound, and give acquittance for the referenced accounts or any part of such account and any future accounts, and to prosecute and withdraw any suits or proceedings regarding said account. This assignment is for an indefinite term until canceled in writing by either party.

Closing legal accounts: Creditor may withdraw or close a claim at their discretion, however, if legal action has been authorized on the claim by the creditor, the creditor will be responsible for any unpaid legal costs expended on the account by the collector.
Credit Grantor represents and warrants the following:

1. That payment of the sums listed on the accounts is due and owing by the debtor(s) and is not contingent on fulfillment of any condition, past or future.
2. That they have absolute and good title to assign, transfer and set over the aforementioned account, and has not been assigned or transferred to any other party.
3. That they will immediately advise DCI of any occurrence that may in any way impair the validity of the account or tend to reduce the amounts of the referenced account.
4. That they do not believe that the account is past the Statute of Limitations.

IN WITNESS WHEREOF, the client has signed this agreement effective as of the date listed.

Client: City of Dickinson EMS/Fire Department

Address: 2475 State Ave N, Dickinson, ND 58601

Print Name: Jeremy Presnell

Signature: _____

Title: _____

Date: _____

Professional • Ethical • Successful
DCI CREDIT SERVICES, INC.

BISMARCK
121 East Rosser Ave
Bismarck, ND 58501

FAR
4749 Amber Valley Pkwy, Suite C
Fargo, ND 58103

DICKINSON
1409 W Villard St
Dickinson, ND 58602

DEVILS LAKE
103 College Drive N, Suite 1
Devils Lake, ND 58301

HIPAA COMPLIANCE BUSINESS ASSOCIATE AGREEMENT

THIS AGREEMENT is made effective this 10th day November 2026, ("Effective Date") by and between **DCI Credit Services, Inc.**, (DCI) a North Dakota corporation ("Business Associate") and **City of Dickinson EMS/Fire Department** ('Covered Entity")

BACKGROUND AND RECITALS:

The purpose of this Agreement is to satisfy the obligations of DCI and its clients under the Health Insurance Portability and Accountability Act of 1996 and its implementing regulations issued by the U.S. Department of Health and Human Services (45 C.F.R. Parts 142, 160, 162 and 164), as may be modified or amended from time to time ("HIPAA") to ensure the integrity and confidentiality of "Protected Health Information" (as defined below).

In consideration of the recitals and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Vendor and Client agree as follows:

1. Applicability of Terms; Conflicts; Definitions.

1.1 This Agreement applies to all past, present, and future contracts and relationships between Covered Entity, and Business Associate, written or unwritten, formal or informal, in which Covered Entity, provides any Protected Health Information to Vendor in any form whatsoever. As of the Effective Date, this Agreement automatically amends all existing agreements between Covered Entity, and Business Associate involving the use or disclosure of Protected Health Information. This Agreement shall automatically be incorporated in all subsequent agreements between Covered Entity and Business Associate involving the use or disclosure of Protected Health Information whether specifically referenced therein.

1.2 In the event of any conflict or inconsistency between the provisions of this Agreement and the provisions of any other agreement between Covered Entity and Business Associate, the provisions of this Agreement shall control unless Business Associate and Covered Entity specifically agree to the contrary in writing.

1.3 **Defined Terms.** Capitalized terms used, but not otherwise defined, in this Agreement shall have the meanings defined in HIPAA. For convenience or reference, the definition of certain capitalized terms used in this Agreement, as of the Effective Date, is set forth as follows:

(a) **"Business Associate"** means DCI Credit Services, Inc.
(b) **"Covered Entity"** means DCI Creditor Clients who fall within the definition of covered entity provided under HIPAA.

(c) **"Individual"** means the person who is the subject of Protected Health Information and shall include a person who qualifies as a personal representative in accordance with 45 CFR164.502(g).

(d) **"Privacy Rule"** means the Standards for Privacy of Individually Identifiable Health Information at 45 CFR part 160 and part 164, subparts A and E.

(e) **"Individually Identifiable Health Information"** means information that is a subset of health information, including demographic information, collected from an individual, and (i) is created or received by a healthcare provider, health plan, employer, or health care clearinghouse; and (ii) relates to the past, present, or future physical or mental health or condition of an individual; or the past, present, or future payment for the provision of health care to an individual; and (a) identifies the individual, or (b) with respect to which there is a reasonable basis to believe the information can be used to identify the individual.

(f) **"Protected Health Information"** means Individually Identifiable Health Information that Business Associate receives from Covered Entity or from another business associate of Covered entity or which Business Associate creates for Covered Entity which is (i) transmitted by electronic media: (ii) maintained in any medium constituting electronic media; or (iii) transmitted or maintained in any other form or medium.
"Protected Health Information" shall not include education records covered by the Family Educational Right and Privacy Act, as amended, 20 U.S.C. § 1232g, or records described in 20 U.S.C. § 1232g (a) (4) (B) (iv).

(g) **"Required by Law"** shall have the same meaning as the term "required by law" in 45 CFR164.501.

(h) **"Secretary"** means the Secretary of the Department of Health and Human Services or his/her designee.

2. <u>Permitted Use and Disclosures of Protected Health Information.</u>

Vendor is permitted to use or disclose Protected Health Information only as follows:

2.1. **Customary Services.** Customary services performed under this Agreement shall include:

(a) Covered Entity and Business Associate have entered into a service agreement pursuant to which Business Associate provides Financial Accounting and Auditing Services to Covered Entity in a manner that gives Business Associate access to Protected Health Information ("PHI") as defined under C.F.R § 160.103.

2.2 **Necessary Information to Effectuate Services.** For Business Associate to perform its services specified in Section 2.1, the following information regarding the Individual to whom healthcare services are provided and the responsible party for payment of such services (if not the Individual) constitutes information regarding the Individual and the responsible party that may be needed by Business Associate. If, in connection with performing its services, Vendor determines that it needs or requires additional information from Covered Entity regarding the Individual or responsible party vendor's request for such information will be considered a representation by Covered Entity that the requested information is reasonable and necessary for the performance of its services under this Agreement. The parties agree that the following information may be necessary for Vendor to reasonably effectuate services under this Agreement:

(a) Name, address and phone number of responsible party;
(b) Name, address and phone number of Individual;
(c) Date of birth of responsible party;
(d) Date of birth of Individual;

(e) Social Security number of responsible party;
(f) Social Security number of Individual;
(g) Payment history pertaining to the account;
(h) Date of service and who was provided service;
(i) Date of default;
(j) Name and address of any healthcare provider and/or health plan pertaining to the account;
(k) Driver's license number of responsible party;
(l) Driver's license number of Individual;
(m) Insurance information;
(n) Marital status of responsible party;
(o) Marital status of Individual;
(p) Place of employment of responsible party;
(q) Place of employment of Individual.

The parties agree that each of the above listed items is reasonably necessary for Business Associate to perform its services under this Agreement and to comply with applicable law.

3. **Business Associate Operations.** Business Associate may use Protected Health Information as necessary to properly administer or to carry out its legal responsibilities, including but not limited to its duties under the Fair Debt Collection Practices Act and the Fair Credit Reporting Act. Business Associate may disclose Protected Health Information only to the extent that: (1) the disclosure is required or permitted by law; or (2) Business Associate obtains reasonable assurance, evidenced by written contract, from any person or organization to which Vendor will disclose Protected Health Information that the person or organization will (a) hold such Protected Health Information in confidence and use or further disclose it only for the purpose for which Vendor disclosed it too the person or organization or as required law; and (b) notify Vendor of any instance of which the person or organization becomes aware in which the confidentiality of such Protected Health Information is breached.

4. **Use and Disclosure by Subcontractors and Agents.** Covered Entity will require each of its subcontractors and agents to which Business Associate is permitted to disclose Protected Health Information to provide reasonable assurance, evidenced by a written contract, that each such subcontractor and agent will comply with all the same privacy and security requirements that Covered Entity, and Business Associate are required to comply with pursuant to this Agreement.

Prohibition on Unauthorized Use or Disclosure.

Business Associate will neither use nor disclose Protected Health Information except as permitted or required by this Agreement or as required by law or as otherwise authorized by Covered Entity and Business Associate

4.1 Confidential Treatment of Protected Health Information: "Chain of Trust" and "Trading Partner" Provisions.
4.2 **Confidentiality.** All Protected Health Information which vendor receives from, accesses through, or creates for DCI shall be kept confidential and shall not be used or disclosed by Business Associate for any purpose other than as specifically permitted under this Agreement. Business Associate shall require its employees, subcontractors, and agents to maintain the confidentiality of Protected Health Information.
4.3 **Information Safeguards.** Business Associate will develop, implement, maintain, and use appropriate administrative, technical, and physical safeguards, in compliance with HIPAA, to preserve the integrity and confidentiality of and to prevent non-permitted or violating use or disclosure of Protected Health Information which is transmitted electronically. Vendor will document and keep these safeguards current.

5. Additional Responsibilities with Respect to Protected Health Information.

With respect to use and/or disclosure of Protected Health Information, Covered Entity and Business Associate

agree to do the following:

5.1 **Report of Unauthorized Use or Disclosure.** Business Associate will report to Covered Entity, in writing, any use and/or disclosure of Protected Health Information that is not permitted or required by the Agreement of which Vendor becomes aware as soon as reasonably possible but in no event more than fifteen (15) business days after discovery by Business Associate of such unauthorized use or disclosure. This reporting obligation shall include breaches by Business Associate, its employees, subcontractors, and/or agents. Each report of a breach will address the following: (i) identify the nature of the non-permitted or violating use or disclosure; (ii) identify the Protected Health Information used or disclosed; (iii) identify who made the non-permitted or violating use or disclosure; (iv) identify who received the non-permitted or violating use or disclosure; (v) identify what corrective action Business Associate took or will take to prevent further non permitted or violating uses or disclosures; (vi) identify what Vendor did or will do to mitigate any deleterious effect of the nonpermitted or violating use or disclosure; and (vii) provide such other information as Business Associate or Covered Entity may reasonably request.

5.2 **Mitigation.** Business Associate will work diligently and cooperatively with the Covered Entity to establish procedures and to take appropriate steps which mitigate, to the extent reasonably possible, deleterious effects of any unauthorized use and/or disclosure of Protected Health Information.

5.3 **General Access by Covered Entity and/or Secretary.** Within five (5) business days of receiving

5.4 A written request from Business Associate will make available to Covered Entity and/or the Secretary its books, records, and other documents relating to disclosures of protected health information for inspection during regular business hours so that Covered Entity may meet its disclosure accounting obligations under HIPAA and/or so that the Secretary can determine Covered Entity's compliance with HIPAA. Business Associate will maintain records related to disclosures of Protected Health Information for at least six years. Nothing in this section shall be deemed a waiver of any legally recognized claim of privilege available to the Covered Entity or the Business Associate.

5.5 **Access by Business Associate and Covered Entity Related to Requests from Individuals Who Are Subject to Protected Health Information.** Within five (5) business days of receiving a written request from Business Associate or Covered Entity, Vendor shall provide to Business Associate or Covered Entity all information requested to the extent reasonably required under HIPAA for Covered Entity or Business Associate to respond to requests of Individuals who are the subject of Protected Health Information. Such requests by Individuals may include, but are not limited to, requests for copies of Protected Health Information, accountings of disclosures of Protected Health Information by Covered Entity (including disclosures by Business Associate, Vendor and their employees, subcontractors, and agents), and requests for amendment of Protected Health Information. Nothing in this section shall be deemed a waiver of any legally recognized claim of privilege available to Covered Entity or the Business associate.

6. <u>Termination and Liability Provisions.</u>

6.1 **Term.** The Term of this Agreement shall be effective as of the date of this Agreement, and shall terminate when all of the Protected Health Information provided by DCI to Vendor, or created or received by Vendor on behalf of Business Associate or Covered Entity, is destroyed or returned to Business Associate or Covered Entity, or if it is infeasible to return or destroy Protected Health Information, protections are extended to such information, in accordance with the termination provisions in this Section.

6.2 **Right to Terminate for Breach.** Covered Entity may give written notice and thereby immediately terminate any agreement between Covered Entity and Business Associate which, in Client's reasonable determination, is the subject of the breach of a material term of this Agreement and give Business Associate an opportunity to cure said alleged material breach upon mutually agreeable terms. Covered Entity shall also have the option to immediately stop all further disclosures of Protected Health Information to Vendor pursuant to each agreement

under which Covered Entity reasonably determines that Business Associate has breached its obligations u this Agreement.

6.3 **Effect of Termination.** Except as provided below in this section, upon termination of this Agreement for any reason, Business Associate shall return or destroy all Protected Health Information received from Covered Entity or created or received on behalf of Covered Entity. This provision shall apply to Protected Health Information that is in the possession of subcontractors or agents of Vendor. Business Associate shall retain no copies of the Protected Health Information. If Business Associate determines that returning or destroying the Protected Health Information is infeasible, the Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Upon mutual agreement of the parties that return, or destruction of Protected Health Information is infeasible, Vendor shall extend the protections of this Agreement to such Protected Health Information and limit further uses and disclosures of such Protected Health Information to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such Protected Health Information.

6.4 **Hold Harmless.** Covered Entity and Business Associate shall mutually protect, indemnify, and hold harmless each other, their officers and employees from all claims, suits, actions, attorney's fees, costs, expenses, damages, judgments or decrees arising out of the failure by either party to comply with all applicable federal, state and local laws and regulations enacted now or to be enacted in the future as the same may apply to the subject matter of this Agreement and all claims, suits, actions, costs, attorney's fees, expenses, damages, judgments or decrees by reason of any injury to persons or property caused by the other party, their officers, or employees in the performance of the work and services under this Agreement.

7. Notices.

All notices pursuant to this Agreement must be given in writing and shall be effective when received if hand delivered or upon dispatch if sent by reputable overnight delivery service, by facsimile to the appropriate facsimile number set forth below, or by U.S. Mail, addressed as follows:

To: City of Dickinson EMS/Fire Department

Attn: Jeremy Presnell

Email: jeremy.presnell@dickinsongov.com

Phone (701)-260-3720

Fax:

To: DCI Credit Services, Inc.

Attn: Samantha Olson /Client Care Department
121 E Rosser Ave
Bismarck, ND 58501

email: contact@dcicredit.com
Phone: (701) 456-2307

Fax: 701-224-1599

8. General Provisions.

8.1 **No Third Party Beneficiaries.** DCI and Client understand and agree that Individuals who are the subject of Protected Health Information are not intended to be third party beneficiaries of this Agreement, except to the extent required by HIPAA.

8.2 **Severability; Interpretation.** If any provisions of this Agreement violate any applicable statute, ordinance or rule of law in any jurisdiction that governs this Agreement, such provision shall be ineffective to the extent of such violation without invalidating any other provision of this Agreement. Any ambiguity in this Agreement shall be resolved in favor of a meaning that permits Business Associate and Covered Entity to comply with the Privacy Rule.

8.3 **Amendments; No Waiver.** This Agreement may not be amended, altered or modified except by written Agreement. No provision of this Agreement may be waived except by an agreement in writing signed by the waiving party. A waiver of any term or provision shall not be construed as a waiver of any other term or provision. The parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for Business Associate and Covered Entity to comply with the requirements of HIPAA.

8.4 **Authority.** The persons signing below have the right and authority to execute this Agreement for their respective entities and no further approvals are necessary to create a binding Agreement.

8.5 **Use of Name.** Except as specifically permitted below, neither Client nor DCI shall use the names or trademarks of the other party or of any of the respective party's affiliated entities in any advertising, publicity, endorsement, or promotion unless prior written consent has been obtained for the particular use contemplated.

DCI Credit Services, Inc.	City of Dickinson EMS/Fire Department
By: Samantha Olson	By:
Title: VP of Client Care	Title: Fire Chief

MEMORANDUM OF UNDERSTANDING
Academic Programming, Workforce Development, and Shared Facilities Partnership Between Dickinson State University and the Dickinson Fire Department

This Memorandum of Understanding (MOU) is entered into by and between **Dickinson State University (DSU)**, located in Dickinson, North Dakota, and the **Dickinson Fire Department (DFD)**, located in Dickinson, North Dakota, collectively referred to as the "Parties."

1. PURPOSE AND INTENT
The purpose of this Memorandum of Understanding is to establish a collaborative partnership between Dickinson State University and the Dickinson Fire Department to advance academic programming, workforce development, professional training, and shared utilization of facilities and resources.

Recognizing the growing workforce demands within the fire service and emergency medical services professions, Dickinson State University has developed academic programs designed to support the workforce needs of the Dickinson Fire Department and the broader regional community.

The Parties recognize that an effective public safety workforce requires a combination of academic preparation, technical knowledge, practical application, and direct hands-on experience. Through this partnership, DSU and DFD intend to create an integrated educational and training environment that prepares students to enter the workforce as highly qualified, career-ready professionals.

This partnership will strengthen the relationship between higher education and public safety services while supporting regional workforce development, professional advancement, and community needs.

2. ACADEMIC PROGRAMMING
Dickinson State University has established the following academic pathways in support of workforce development in fire science and emergency medical services:

Fire Science
- Associate of Applied Science (AAS) Fire Science
- Bachelor of Applied Science (BAS) Fire Science

Emergency Medical Services (EMS)
- Paramedic Certificate
- Associate of Applied Science (AAS) Paramedic Science
- Bachelor of Science (BS) Emergency Medical Services

The Parties agree to collaborate in supporting the delivery and continuous improvement of these programs through opportunities for practical instruction, applied learning, professional mentorship, and access to industry expertise.

The collaboration is intended to:

- Align academic curriculum and learning outcomes with current fire service and emergency medical services workforce expectations.
- Provide students with opportunities for hands-on, practical training and applied experiences.
- Incorporate DFD personnel expertise into appropriate instructional, demonstration, and training activities.
- Create opportunities for students to learn alongside practicing fire and emergency medical services professionals.
- Support recruitment and workforce pipelines that may benefit DFD and other regional public safety agencies.
- Regularly evaluate program effectiveness and identify opportunities to enhance academic and practical training experiences.

Dickinson State University will maintain responsibility for academic oversight, curriculum approval, academic standards, faculty assignments, student assessment, and awarding of academic credentials.

3. PRACTICAL TRAINING AND WORKFORCE DEVELOPMENT

The Parties recognize that the integration of classroom instruction and practical application is essential to preparing graduates for successful employment in fire science and emergency medical services.

DFD will collaborate with DSU to identify and facilitate appropriate opportunities for students to participate in hands-on learning experiences, practical demonstrations, simulations, and professional training activities.

Subject to operational availability, applicable safety requirements, and mutually agreed scheduling, these opportunities may include:

- Fire suppression and emergency response training.
- Emergency medical response and patient care simulations.
- Equipment familiarization and operation.
- Incident command and emergency scene management.
- Emergency vehicle and apparatus familiarization.
- Scenario-based and simulation training.
- Professional development and continuing education.
- Other practical experiences mutually identified by the Parties.

The Parties will work together to identify appropriate DFD personnel who may serve as subject matter experts, practical instructors, mentors, or training facilitators.

Participation in practical training will be coordinated in a manner that supports student learning while maintaining the operational readiness and public safety responsibilities of DFD.

Nothing in this agreement shall require DFD personnel to participate in activities that interfere with emergency response responsibilities or departmental operations.

4. SHARED FACILITIES, EQUIPMENT, AND SPACES

The Parties agree to explore and facilitate the shared use of appropriate facilities, instructional spaces, training areas, equipment, and resources to support academic programming and workforce development.

DSU and DFD will identify spaces and resources that may be made available for mutually beneficial instructional and training purposes. DSU may establish differential tuition or course fees to cover wear and tear of DFD equipment, subject to applicable SBHE and DSU policies and required approvals.

Shared-use opportunities may include:

- Classroom and instructional spaces.
- Fire training facilities and designated practical training areas.
- EMS simulation and clinical training spaces.
- Equipment, apparatus, and instructional resources.
- Specialized training environments.
- Meeting and professional development spaces.

Use of facilities and equipment will be subject to availability, scheduling, operational requirements, safety protocols, and any applicable facility-use policies of the respective institution.

Each Party will retain ownership and administrative control of its respective facilities, equipment, and resources unless otherwise agreed to in writing.

The Parties will establish mutually agreed procedures for scheduling, accessing, using, maintaining, and securing shared spaces and equipment and applicable payment rates for utilization of spaces.

5. PREFERRED AND DISCOUNTED RATES

In recognition of the mutual benefits of this partnership, DSU and DFD agree to provide preferred and discounted rates for facility usage, training opportunities, and other mutually agreed services.

These preferred rates will apply to eligible activities associated with the partnership, including:

A. Academic Program Activities

Facility usage, training spaces, equipment, and other resources directly supporting the delivery of the identified DSU academic programs will be addressed through mutually agreed arrangements.

B. Additional Training and Professional Development

The Parties will extend preferred pricing and discounted rates for additional training, facility rentals, professional development, continuing education, and other services requested by either organization beyond the regular academic programming identified in this agreement.

C. Additional Services

The Parties may establish additional discounted rates for specialized equipment, instructional personnel, training resources, and other services when mutually beneficial. Specific rates, fees, payment arrangements, and applicable conditions will be documented in a separate written fee schedule or addendum approved by both Parties.

The intent of this provision is to recognize the ongoing institutional partnership and provide financial benefits to both organizations while supporting continued workforce development.

6. CO-BRANDING AND PARTNERSHIP COMMUNICATIONS

The Parties agree to jointly promote the partnership and communicate the collaborative relationship between Dickinson State University and the Dickinson Fire Department.

The identified Fire Science and Emergency Medical Services academic programs may be co-branded to recognize and communicate the formal alliance between the organizations. Co-branding and promotional efforts may include:

- Joint identification of the academic programs as a DSU–DFD workforce development partnership.
- Collaborative marketing and recruitment materials.
- Website and social media recognition.
- Program brochures, signage, and informational materials.
- Joint announcements and public relations activities.
- Recognition of the partnership at appropriate campus and community events.

Both Parties agree to coordinate the use of their respective names, logos, trademarks, and other identifying marks. All co-branded materials will require appropriate review and approval by each organization's designated representative before public distribution. The co-branding initiative is intended to communicate the strong relationship between higher education and public safety and demonstrate a shared commitment to developing a qualified workforce for the region.

7. RESPONSIBILITIES OF DICKINSON STATE UNIVERSITY

Dickinson State University agrees to:

1. Maintain academic oversight and responsibility for the Fire Science and Emergency Medical Services academic programs.
2. Provide qualified faculty and academic instruction consistent with university requirements and applicable accreditation standards.
3. Coordinate with DFD regarding opportunities for practical instruction, applied learning, and student training.
4. Work collaboratively with DFD to identify appropriate academic and training spaces and resources.
5. Coordinate facility use and scheduling in accordance with applicable university policies.
6. Provide agreed-upon preferred and discounted rates for eligible DFD facility usage, training, and services.
7. Participate in joint marketing, recruitment, and co-branding activities.
8. Communicate program needs, enrollment opportunities, and potential workforce development initiatives.
9. Ensure DSU students participating in practical training activities comply with applicable university requirements, including safety and conduct expectations.

8. RESPONSIBILITIES OF THE DICKINSON FIRE DEPARTMENT

The Dickinson Fire Department agrees to:

1. Collaborate with DSU in identifying workforce needs and opportunities to align academic programming with current industry practices.
2. Provide opportunities for appropriate hands-on practical training, demonstrations, and applied learning experiences.
3. Identify qualified personnel who may assist with instructional activities, professional mentorship, and specialized training.
4. Collaborate with DSU faculty and administrators to identify opportunities for curriculum enhancement and program improvement.
5. Provide access to designated facilities, equipment, and resources as mutually agreed upon and subject to operational availability.
6. Provide agreed-upon preferred and discounted rates for eligible DSU facility usage, training, and services.
7. Participate in joint marketing, recruitment, and co-branding activities.
8. Communicate emerging workforce needs, professional standards, and training expectations relevant to the academic programs.
9. Maintain responsibility for the operational readiness, safety, and management of DFD facilities, personnel, and equipment.

9. COORDINATION AND COMMUNICATION

The Parties agree to designate an institutional representative from each organization to serve as the primary point of contact for implementing and coordinating the activities outlined in this MOU.

Each Party shall provide the other with its designated representative's name and notice address in writing. All written notices under this MOU shall be delivered to those representatives.

The designated representatives will communicate regularly to:

- Coordinate academic and practical training schedules.
- Identify facility and equipment needs.
- Review training opportunities and workforce development priorities.
- Discuss program enrollment, recruitment, and employment opportunities.
- Evaluate the effectiveness of the partnership.
- Identify opportunities for expanded collaboration.

The Parties anticipate meeting at least annually, or more frequently as needed, to review the partnership and identify future opportunities.

10. STUDENT SAFETY, LIABILITY, AND INSURANCE

The Parties recognize the importance of maintaining a safe learning and training environment.

All activities conducted under this MOU will comply with applicable federal, state, and local laws, regulations, institutional policies, departmental procedures, and established safety standards.

Prior to participation in practical training activities, the Parties will coordinate applicable student orientation, training requirements, supervision, personal protective equipment, and other safety considerations.

Each Party will maintain responsibility for its respective employees, personnel, facilities, equipment, and operations.

Neither Party shall assume responsibility for the acts or omissions of the other Party or its employees, agents, or representatives except as required by applicable law.

The Parties will maintain applicable insurance coverage and address any additional liability, indemnification, or risk management requirements through review and approval by their respective legal and risk management representatives.

11. FINANCIAL ARRANGEMENTS

This MOU does not establish an obligation for either Party to provide direct financial support to the other beyond specifically agreed-upon facility-use fees, training charges, or other costs documented in an approved written agreement or fee schedule.

Each Party will be responsible for its own personnel costs, administrative expenses, and operational costs unless otherwise agreed upon in writing.

Any additional financial commitments, equipment purchases, facility improvements, or specialized training expenses will require separate written approval by the appropriate representatives of both organizations.

12. TERM AND TERMINATION

This MOU will become effective upon the date of the final signature and will remain in effect for an initial period of five (5) years, unless terminated earlier by either Party. The MOU may be renewed or extended through mutual written agreement.

Either Party may terminate this MOU by providing ninety (90) days' written notice to the other Party. Either Party may terminate this MOU effective upon delivery of written notice to the other Party if sufficient funding or legal authority to perform its obligations is not obtained or continued. Termination under this paragraph is without penalty and does not affect obligations or liabilities lawfully accrued before termination.

Termination of this MOU will not automatically terminate any separately executed agreements, financial arrangements, or commitments unless specifically provided for in those agreements.

The Parties agree to work cooperatively to address any activities or obligations already underway at the time of termination.

13. AMENDMENTS

This MOU may be amended or modified at any time through mutual written agreement signed by authorized representatives of both Parties.

Any additional facility-use agreements, fee schedules, training arrangements, or other supporting documents may be incorporated by reference or maintained as separate agreements.

14. NON-EXCLUSIVITY AND INDEPENDENT STATUS

This MOU establishes a collaborative partnership but does not create an exclusive relationship between the Parties.

Both DSU and DFD retain their respective organizational authority, governance structures, policies, and operational responsibilities.

Nothing in this MOU shall be interpreted as creating a joint venture, employment relationship, agency relationship, or legal partnership between the Parties.

Nothing in this agreement shall limit either Party's ability to establish similar relationships with other educational institutions, public safety agencies, or workforce development organizations.

15. STATEMENT OF MUTUAL COMMITMENT

Dickinson State University and the Dickinson Fire Department recognize that this partnership represents a shared investment in the future of public safety and workforce development in southwestern North Dakota.

Through the integration of academic instruction, hands-on practical training, shared facilities, professional expertise, and coordinated workforce initiatives, the Parties intend to create an educational model that prepares students to meet the demands of the fire service and emergency medical services professions.

Both organizations are committed to strengthening the regional workforce, supporting professional excellence, and providing students with the knowledge, skills, and practical experience necessary to enter the workforce as highly qualified professionals.

The Parties enter into this Memorandum of Understanding in good faith and with a shared commitment to the success of this collaboration.

16. AUTHORIZATION AND SIGNATURES

IN WITNESS WHEREOF, the Parties have executed this Memorandum of Understanding through their authorized representatives.

DICKINSON STATE UNIVERSITY

By: _____
Name: Scott Molander, MBA
Title: President
Date: _____

By: _____
Name: Holly Gruhlke, DBA
Title: Vice President for Academic Affairs and Provost
Date: _____

DICKINSON FIRE DEPARTMENT

By: _____
Name: Jeremy Presnell
Title: Fire Chief
Date: _____

MEMORANDUM OF UNDERSTANDING
Academic Programming, Workforce Development, and Shared Facilities Partnership Between Dickinson State University and the Dickinson Fire Department

This Memorandum of Understanding (MOU) is entered into by and between **Dickinson State University (DSU)**, located in Dickinson, North Dakota, and the **Dickinson Fire Department (DFD)**, located in Dickinson, North Dakota, collectively referred to as the "Parties."

1. PURPOSE AND INTENT

The purpose of this Memorandum of Understanding is to establish a collaborative partnership between Dickinson State University and the Dickinson Fire Department to advance academic programming, workforce development, professional training, and shared utilization of facilities and resources.

Recognizing the growing workforce demands within the fire service and emergency medical services professions, Dickinson State University has developed academic programs designed to support the workforce needs of the Dickinson Fire Department and the broader regional community.

The Parties recognize that an effective public safety workforce requires a combination of academic preparation, technical knowledge, practical application, and direct hands-on experience. Through this partnership, DSU and DFD intend to create an integrated educational and training environment that prepares students to enter the workforce as highly qualified, career-ready professionals.

This partnership will strengthen the relationship between higher education and public safety services while supporting regional workforce development, professional advancement, and community needs.

2. ACADEMIC PROGRAMMING

Dickinson State University has established the following academic pathways in support of workforce development in fire science and emergency medical services:

Fire Science

- Associate of Applied Science (AAS) Fire Science
- Bachelor of Applied Science (BAS) Fire Science

Emergency Medical Services (EMS)

- Paramedic Certificate
- Associate of Applied Science (AAS) Paramedic Science
- Bachelor of Science (BS) Emergency Medical Services

The Parties agree to collaborate in supporting the delivery and continuous improvement of these programs through opportunities for practical instruction, applied learning, professional mentorship, and access to industry expertise.

The collaboration is intended to:

- Align academic curriculum and learning outcomes with current fire service and emergency medical services workforce expectations.
- Provide students with opportunities for hands-on, practical training and applied experiences.
- Incorporate DFD personnel expertise into appropriate instructional, demonstration, and training activities.
- Create opportunities for students to learn alongside practicing fire and emergency medical services professionals.
- Support recruitment and workforce pipelines that may benefit DFD and other regional public safety agencies.
- Regularly evaluate program effectiveness and identify opportunities to enhance academic and practical training experiences.

Dickinson State University will maintain responsibility for academic oversight, curriculum approval, academic standards, faculty assignments, student assessment, and awarding of academic credentials.

3. PRACTICAL TRAINING AND WORKFORCE DEVELOPMENT

The Parties recognize that the integration of classroom instruction and practical application is essential to preparing graduates for successful employment in fire science and emergency medical services.

DFD will collaborate with DSU to identify and facilitate appropriate opportunities for students to participate in hands-on learning experiences, practical demonstrations, simulations, and professional training activities.

Subject to operational availability, applicable safety requirements, and mutually agreed scheduling, these opportunities may include:

- Fire suppression and emergency response training.
- Emergency medical response and patient care simulations.
- Equipment familiarization and operation.
- Incident command and emergency scene management.
- Emergency vehicle and apparatus familiarization.
- Scenario-based and simulation training.
- Professional development and continuing education.
- Other practical experiences mutually identified by the Parties.

The Parties will work together to identify appropriate DFD personnel who may serve as subject matter experts, practical instructors, mentors, or training facilitators.

Participation in practical training will be coordinated in a manner that supports student learning while maintaining the operational readiness and public safety responsibilities of DFD.

Nothing in this agreement shall require DFD personnel to participate in activities that interfere with emergency response responsibilities or departmental operations.

4. SHARED FACILITIES, EQUIPMENT, AND SPACES

The Parties agree to explore and facilitate the shared use of appropriate facilities, instructional spaces, training areas, equipment, and resources to support academic programming and workforce development.

DSU and DFD will identify spaces and resources that may be made available for mutually beneficial instructional and training purposes. DSU may establish differential tuition or course fees to cover wear and tear of DFD equipment, subject to applicable SBHE and DSU policies and required approvals.

Shared-use opportunities may include:

- Classroom and instructional spaces.
- Fire training facilities and designated practical training areas.
- EMS simulation and clinical training spaces.
- Equipment, apparatus, and instructional resources.
- Specialized training environments.
- Meeting and professional development spaces.

Use of facilities and equipment will be subject to availability, scheduling, operational requirements, safety protocols, and any applicable facility-use policies of the respective institution.

Each Party will retain ownership and administrative control of its respective facilities, equipment, and resources unless otherwise agreed to in writing.

The Parties will establish mutually agreed procedures for scheduling, accessing, using, maintaining, and securing shared spaces and equipment and applicable payment rates for utilization of spaces.

5. PREFERRED AND DISCOUNTED RATES

In recognition of the mutual benefits of this partnership, DSU and DFD agree to provide preferred and discounted rates for facility usage, training opportunities, and other mutually agreed services.

These preferred rates will apply to eligible activities associated with the partnership, including:

A. Academic Program Activities

Facility usage, training spaces, equipment, and other resources directly supporting the delivery of the identified DSU academic programs will be addressed through mutually agreed arrangements.

B. Additional Training and Professional Development

The Parties will extend preferred pricing and discounted rates for additional training, facility rentals, professional development, continuing education, and other services requested by either organization beyond the regular academic programming identified in this agreement.

C. Additional Services

The Parties may establish additional discounted rates for specialized equipment, instructional personnel, training resources, and other services when mutually beneficial. Specific rates, fees, payment arrangements, and applicable conditions will be documented in a separate written fee schedule or addendum approved by both Parties.

The intent of this provision is to recognize the ongoing institutional partnership and provide financial benefits to both organizations while supporting continued workforce development.

6. CO-BRANDING AND PARTNERSHIP COMMUNICATIONS

The Parties agree to jointly promote the partnership and communicate the collaborative relationship between Dickinson State University and the Dickinson Fire Department.

The identified Fire Science and Emergency Medical Services academic programs may be co-branded to recognize and communicate the formal alliance between the organizations. Co-branding and promotional efforts may include:

- Joint identification of the academic programs as a DSU–DFD workforce development partnership.
- Collaborative marketing and recruitment materials.
- Website and social media recognition.
- Program brochures, signage, and informational materials.
- Joint announcements and public relations activities.
- Recognition of the partnership at appropriate campus and community events.

Both Parties agree to coordinate the use of their respective names, logos, trademarks, and other identifying marks. All co-branded materials will require appropriate review and approval by each organization's designated representative before public distribution. The co-branding initiative is intended to communicate the strong relationship between higher education and public safety and demonstrate a shared commitment to developing a qualified workforce for the region.

7. RESPONSIBILITIES OF DICKINSON STATE UNIVERSITY

Dickinson State University agrees to:

1. Maintain academic oversight and responsibility for the Fire Science and Emergency Medical Services academic programs.
2. Provide qualified faculty and academic instruction consistent with university requirements and applicable accreditation standards.
3. Coordinate with DFD regarding opportunities for practical instruction, applied learning, and student training.
4. Work collaboratively with DFD to identify appropriate academic and training spaces and resources.
5. Coordinate facility use and scheduling in accordance with applicable university policies.
6. Provide agreed-upon preferred and discounted rates for eligible DFD facility usage, training, and services.
7. Participate in joint marketing, recruitment, and co-branding activities.
8. Communicate program needs, enrollment opportunities, and potential workforce development initiatives.
9. Ensure DSU students participating in practical training activities comply with applicable university requirements, including safety and conduct expectations.

8. RESPONSIBILITIES OF THE DICKINSON FIRE DEPARTMENT

The Dickinson Fire Department agrees to:

1. Collaborate with DSU in identifying workforce needs and opportunities to align academic programming with current industry practices.
2. Provide opportunities for appropriate hands-on practical training, demonstrations, and applied learning experiences.
3. Identify qualified personnel who may assist with instructional activities, professional mentorship, and specialized training.
4. Collaborate with DSU faculty and administrators to identify opportunities for curriculum enhancement and program improvement.
5. Provide access to designated facilities, equipment, and resources as mutually agreed upon and subject to operational availability.
6. Provide agreed-upon preferred and discounted rates for eligible DSU facility usage, training, and services.
7. Participate in joint marketing, recruitment, and co-branding activities.
8. Communicate emerging workforce needs, professional standards, and training expectations relevant to the academic programs.
9. Maintain responsibility for the operational readiness, safety, and management of DFD facilities, personnel, and equipment.

9. COORDINATION AND COMMUNICATION

The Parties agree to designate an institutional representative from each organization to serve as the primary point of contact for implementing and coordinating the activities outlined in this MOU.

Each Party shall provide the other with its designated representative's name and notice address in writing. All written notices under this MOU shall be delivered to those representatives.

The designated representatives will communicate regularly to:

- Coordinate academic and practical training schedules.
- Identify facility and equipment needs.
- Review training opportunities and workforce development priorities.
- Discuss program enrollment, recruitment, and employment opportunities.
- Evaluate the effectiveness of the partnership.
- Identify opportunities for expanded collaboration.

The Parties anticipate meeting at least annually, or more frequently as needed, to review the partnership and identify future opportunities.

10. STUDENT SAFETY, LIABILITY, AND INSURANCE

The Parties recognize the importance of maintaining a safe learning and training environment.

All activities conducted under this MOU will comply with applicable federal, state, and local laws, regulations, institutional policies, departmental procedures, and established safety standards.

Prior to participation in practical training activities, the Parties will coordinate applicable student orientation, training requirements, supervision, personal protective equipment, and other safety considerations.

Each Party will maintain responsibility for its respective employees, personnel, facilities, equipment, and operations.

Neither Party shall assume responsibility for the acts or omissions of the other Party or its employees, agents, or representatives except as required by applicable law.

The Parties will maintain applicable insurance coverage and address any additional liability, indemnification, or risk management requirements through review and approval by their respective legal and risk management representatives.

11. FINANCIAL ARRANGEMENTS

This MOU does not establish an obligation for either Party to provide direct financial support to the other beyond specifically agreed-upon facility-use fees, training charges, or other costs documented in an approved written agreement or fee schedule.

Each Party will be responsible for its own personnel costs, administrative expenses, and operational costs unless otherwise agreed upon in writing.

Any additional financial commitments, equipment purchases, facility improvements, or specialized training expenses will require separate written approval by the appropriate representatives of both organizations.

12. TERM AND TERMINATION

This MOU will become effective upon the date of the final signature and will remain in effect for an initial period of five (5) years, unless terminated earlier by either Party. The MOU may be renewed or extended through mutual written agreement.

Either Party may terminate this MOU by providing ninety (90) days' written notice to the other Party. Either Party may terminate this MOU effective upon delivery of written notice to the other Party if sufficient funding or legal authority to perform its obligations is not obtained or continued. Termination under this paragraph is without penalty and does not affect obligations or liabilities lawfully accrued before termination.

Termination of this MOU will not automatically terminate any separately executed agreements, financial arrangements, or commitments unless specifically provided for in those agreements.

The Parties agree to work cooperatively to address any activities or obligations already underway at the time of termination.

13. AMENDMENTS

This MOU may be amended or modified at any time through mutual written agreement signed by authorized representatives of both Parties.

Any additional facility-use agreements, fee schedules, training arrangements, or other supporting documents may be incorporated by reference or maintained as separate agreements.

14. NON-EXCLUSIVITY AND INDEPENDENT STATUS

This MOU establishes a collaborative partnership but does not create an exclusive relationship between the Parties.

Both DSU and DFD retain their respective organizational authority, governance structures, policies, and operational responsibilities.

Nothing in this MOU shall be interpreted as creating a joint venture, employment relationship, agency relationship, or legal partnership between the Parties.

Nothing in this agreement shall limit either Party's ability to establish similar relationships with other educational institutions, public safety agencies, or workforce development organizations.

15. STATEMENT OF MUTUAL COMMITMENT

Dickinson State University and the Dickinson Fire Department recognize that this partnership represents a shared investment in the future of public safety and workforce development in southwestern North Dakota.

Through the integration of academic instruction, hands-on practical training, shared facilities, professional expertise, and coordinated workforce initiatives, the Parties intend to create an educational model that prepares students to meet the demands of the fire service and emergency medical services professions.

Both organizations are committed to strengthening the regional workforce, supporting professional excellence, and providing students with the knowledge, skills, and practical experience necessary to enter the workforce as highly qualified professionals.

The Parties enter into this Memorandum of Understanding in good faith and with a shared commitment to the success of this collaboration.

16. AUTHORIZATION AND SIGNATURES

IN WITNESS WHEREOF, the Parties have executed this Memorandum of Understanding through their authorized representatives.

DICKINSON STATE UNIVERSITY

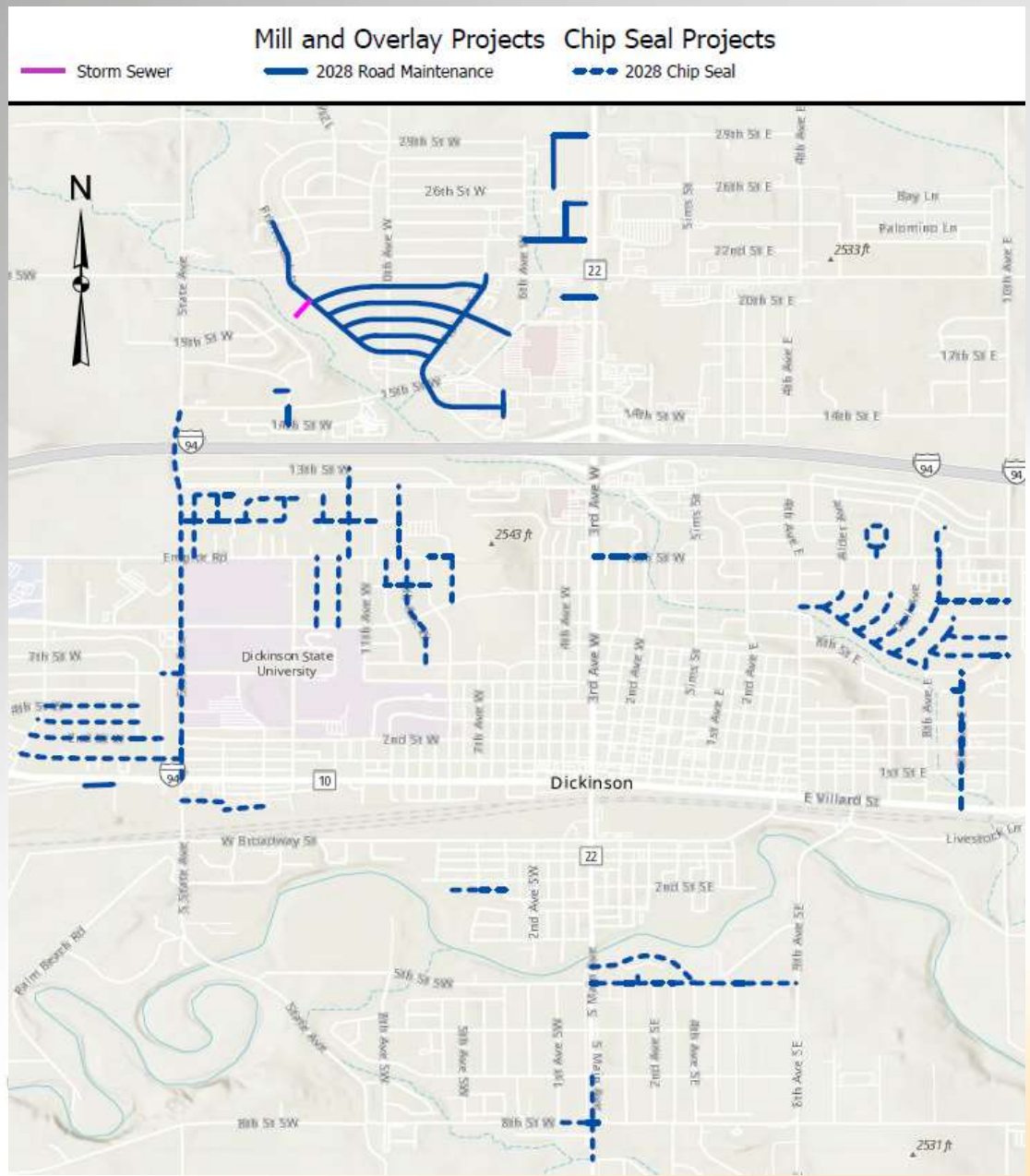
By: _____
Name: Scott Molander, MBA
Title: President
Date: _____

By: _____
Name: Holly Gruhlke, DBA
Title: Vice President for Academic Affairs and Provost
Date: _____

DICKINSON FIRE DEPARTMENT

By: _____
Name: Jeremy Presnell
Title: Fire Chief
Date: _____

2028 Road Maintenance Project



Mill & Overlay Streets

Street Name	From Street	To Street	Segment Length (ft)	Segment Area (ft)	PCI (2026)
PRAIRIE OAK DR	21ST ST W	20TH ST W	632	24016	27.1
19TH ST W	6TH AVE W	PRAIRIE AVE	696	26448	49
23RD ST W	4TH AVE W	6TH AVE W	518	19684	49.3
PRAIRIE OAK DR	20TH ST W	19TH ST W	302	11476	32.3
ELKS DR	ELKS DR	15TH ST W	1258	57868	23.5
PRAIRIE AVE	18TH ST W	19TH ST W	304	11552	52.5
PRAIRIE OAK DR	19TH ST W	18TH ST W	310	11780	32.3
18TH ST W	10TH AVE W	PRAIRIE OAK DR	858	32604	27.9
PRAIRIE AVE	19TH ST W	20TH ST W	545	20710	57.8
19TH ST W	10TH AVE W	PRAIRIE OAK DR	832	31616	42.2
PRAIRIE OAK DR	17TH ST W	10TH AVE W	457	17366	32.3
PRAIRIE AVE	15TH ST W	16TH ST W	506	19228	53.8
25TH ST W	3RD AVE W	4TH AVE W	263	9994	46
PRAIRIE OAK DR	24TH ST W	COUNTRY OAK DR	677	25726	59.8
20TH ST W	PRAIRIE OAK DR	10TH AVE W	1043	39634	42.4
PRAIRIE OAK DR	COUNTRY OAK DR	21ST ST W	338	12844	49.8
16TH ST W	10TH AVE W	PRAIRIE AVE	565	21470	36
GRASSLANDS DR	14TH ST W	15TH ST W	320	11200	39.2
18TH ST W	PRAIRIE OAK DR	10TH AVE W	621	23560	30.7
19TH ST W	PRAIRIE DR	10TH AVE W	1007	38266	34.4
23RD ST W	3RD AVE W	4TH AVE W	246	9348	44.1
5TH AVE W	26TH ST W	29TH ST W	980	37240	40.5
PRAIRIE AVE	16TH ST W	17TH ST W	307	11666	59.1
SAGEBRUSH CT	GRASSLANDS DR	W END	175	6650	59.6
PRAIRIE OAK DR	18TH ST W	17TH ST W	306	11628	34.1
ELKS DR	ELKS DR	S END	184	8464	12.4
17TH ST W	PRAIRIE AVE	10TH AVE W	713	27094	33.6
17TH ST W	10TH AVE W	PRAIRIE OAK DR	410	15580	26.8
PRAIRIE AVE	20TH ST W	21ST ST W	249	9462	55.4
29TH ST W	3RD AVE W	5TH AVE W	423	15228	18.5
PRAIRIE AVE	17TH ST W	18TH ST W	306	11628	59.1
4TH AVE W	25TH ST W	23RD ST W	675	25650	38.6
ELKS DR	15TH ST W	ELKS DR	301	13846	21.4
19TH ST W	3RD AVE W	W END	411	15618	46.8
20TH ST W	10TH AVE W	PRAIRIE DR	1228	46664	32.5
HWY 10 FRONTAGE	END	WESTGATE AVE	383	0	0

2028 Road Maintenance Project

Chip & Fog Streets

Street Name	From Street	To Street	Segment Length (ft)	Segment Area (ft)	PCI (2026)
11TH ST W	17TH AVE W	STATE AVE N	167	6346	28.0
1ST ST W	18TH AVE W	23RD AVE W	1819	83674	57.8
HIGH ST W	E END	14TH AVE W	165	6270	12.0
8TH ST SW	HWY 22 FRONTAGE	1ST AVE SW	359	17232	95.9
CUSTER ST	ALDER AVE	4TH AVE E	299	10166	47.6
12TH AVE W	EMPIRE RD	11TH ST W	669	26091	54.6
14TH AVE W	HIGH ST W	11TH ST W	406	15428	35.5
8TH ST SE	HWY 22 FRONTAGE	HIGHWAY 22	74	3552	87.5
ELM AVE	11TH ST E	10TH ST E	586	22268	80.8
CUSTER ST	DELL AVE	CHERRY AVE	310	11780	40.7
1ST ST W	STATE AVE N	18TH AVE W	251	11546	39.9
STATE AVE N	12TH ST W	15TH ST W	1488	74400	96.8
4TH ST W	19TH AVE W	23RD AVE W	1206	45828	51.3
9TH AVE E	3RD ST E	BIGHORN DR	595	22610	36.0
2ND ST W	18TH AVE W	19TH AVE W	305	13420	70.8
10TH ST W	2ND AVE W	PARK AVE	329	13160	53.4
5TH ST SE	HWY 22 FRONTAGE	HIGHWAY 22	74	3404	61.5
10TH AVE W	EMPIRE RD	11TH ST W	669	21408	54.9
5TH ST SE	KUCHENSKI DR	1ST AVE SE	166	7636	54.0
5TH ST SE	3RD AVE SE	2ND AVE SE	267	12282	56.5
17TH AVE W	11TH ST W	HIGH ST W	479	18202	36.7
9TH AVE W	GREEN ST	EMPIRE RD	533	20254	34.0
CUSTER ST	ELM AVE	DELL AVE	315	11970	40.8
8TH AVE E	7TH ST E	8TH ST E	391	14858	48.6
8TH AVE E	8TH ST E	9TH ST E	326	12388	56.9
DELL AVE	CUSTER ST	9TH ST E	887	33706	57.6
7TH AVE W	FAIRWAY ST	EMPIRE RD	837	27621	62.6
CHERRY AVE	9TH ST E	CUSTER ST	860	32680	56.7
ENTERPRISE AVE	10TH ST E	ENTERPRISE AVE	184	6992	59.9
KUCHENSKI DR	HIGHWAY 22	RIVER DR	1593	60534	45.5
10TH AVE W	11TH ST W	12TH ST W	656	20992	54.9
HIGHWAY 22	7TH ST SW	8TH ST SW	869	41712	84.7
5TH ST SE	HIGHLANDS AVE	5TH AVE SE	250	9500	90.0
SENIOR AVE	11TH ST W	HIGH ST W	480	18720	52.9
9TH AVE W	6TH ST W	FAIRWAY ST	865	32870	36.4
ELM AVE	FRANKLIN ST	9TH ST E	294	11134	39.1
ALDER AVE	CUSTER ST	9TH ST E	385	14630	45.0
11TH ST W	SENIOR AVE	W END	166	6474	48.3
3RD ST SW	4TH AVE SW	3RD AVE SW	365	7280	50.2
STATE AVE N	1ST ST W	2ND ST W	373	17904	96.8
7TH ST E	CUSTER ST	8TH AVE E	792	30096	46.8
GREEN ST	8TH AVE W	9TH AVE W	283	10754	59.1
GREEN ST	9TH AE W	10TH AVE W	267	10146	59.1
11TH ST W	14TH AVE W	15TH AVE W	481	18278	23.5
2ND ST S	SOUTH COLLEGE AVE	SOUTH HOLLYWOOD BLVD	509	17815	59.0
SENIOR AVE	FAIRWAY ST	EMPIRE RD	1301	49438	54.1
5TH ST SE	1ST AVE SE	HWY 22 FRONTAGE	358	16468	52.3
HIGHWAY 22	8TH ST SW	CITY LIMIT	698	33504	81.9
KUCHENSKI DR	5TH ST SE	N END	133	5054	60.1
ELM AVE	10TH ST E	FRANKLIN ST	828	31464	27.1
HIGH ST W	16TH AVE W	E END	196	7448	36.7

Street Name	From Street	To Street	Segment Length (ft)	Segment Area (ft)	PCI (2026)
STATE AVE N	11TH ST W	12TH ST W	651	29946	96.8
11TH ST W	12TH AVE W	SENIOR AVE	329	12831	46.3
BIGHORN DR	9TH AVE E	W END	209	7942	34.3
CUSTER ST	CHERRY AVE	BOX AVE	310	10540	51.6
ENTERPRISE AVE	ENTERPRISE AVE	ENTERPRISE AVE	1106	42370	39.3
10TH ST W	PARK AVE	3RD AVE W	328	13120	48.4
5TH ST SE	E END	HIGHLANDS AVE	136	5168	81.0
12TH AVE W	11TH ST W	12TH ST W	658	25662	47.2
8TH AVE E	CUSTER ST	7TH ST E	309	11742	55.3
2ND ST W	19TH AVE W	23RD AVE W	1389	61116	63.2
ELM AVE	9TH ST E	CUSTER ST	882	33516	52.5
11TH ST W	16TH AVE W	17TH AVE W	297	11286	35.1
11TH ST W	15TH AVE W	16TH AVE W	363	13794	35.3
STATE AVE N	2ND ST W	6TH ST W	1222	58656	96.8
12TH AVE W	FAIRWAY ST	EMPIRE RD	1302	49476	41.3
9TH AVE W	FAIRWAY ST	GREEN ST	640	24320	32.6
8TH ST E	10TH AVE E	8TH AVE E	788	29944	46.7
BOX AVE	CUSTER ST	9TH ST E	634	24092	48.4
HIGH ST W	14TH AVE W	15TH AVE W	462	17556	22.2
8TH ST SW	HIGHWAY 22	HWY 22 FRONTAGE	74	3552	88.5
HIGH ST W	17TH AVE W	16TH AVE W	289	10982	33.6
9TH AVE E	BIGHORN DR	CUSTER ST	345	13110	56.9
RIVER DR	5TH AVE SE	KUCHENSKI DR	270	12420	87.0
CUSTER ST	BOX AVE	ALDER AVE	323	10982	42.6
26TH AVE E	4TH ST E	5TH ST E	433	10392	10.8
STATE AVE N	EMPIRE RD	11TH ST W	669	30774	94.1
5TH ST SE	2ND AVE SE	KUCHENSKI DR	201	9246	54.0
7TH ST E	10TH AVE E	CUSTER ST	216	8208	61.4
STATE AVE N	VILLARD ST W	1ST ST W	379	19708	96.8
9TH AVE E	VILLARD ST E	N END	237	9954	56.6
9TH AVE E	1ST ST E	2ND ST E	460	17480	53.9
1ST ST S	SOUTH HOLLYWOOD BLVD	SOUTH STATE AVE	525	21000	43.8
STATE AVE N	6TH ST W	FAIRWAY ST	876	42048	54.0
9TH AVE E	2ND ST E	3RD ST E	459	17442	59.0
STATE AVE N	FAIRWAY ST	EMPIRE RD	1301	62448	96.8
16TH AVE W	11TH ST W	HIGH ST W	486	18468	26.9
11TH ST W	11TH AVE W	12TH AVE W	340	13260	50.1
3RD ST W	19TH AVE W	23RD AVE W	1289	48982	67.2
3RD ST SW	W END	4TH AVE SW	343	8232	10.2
15TH AVE W	HIGH ST W	11TH ST W	383	14554	19.7
CUSTER ST	8TH AVE E	ELM AVE	488	18544	41.3
17TH AVE W	EMPIRE RD	11TH ST W	670	25460	36.1
4TH ST E	25TH AVE E	26TH AVE E	571	13704	10.8
12TH AVE W	12TH ST W	13TH ST W	331	12578	49.6
FRANKLIN ST	10TH AVE E	ELM AVE	890	33820	36.9
10TH AVE W	GREEN ST	EMPIRE RD	533	20254	48.0
5TH ST SE	KUCHENSKI DR	3RD AVE SE	260	11960	54.9
EMPIRE RD	8TH AVE W	7TH AVE W	296	13320	53.2
6TH ST W	STATE AVE N	8TH ST W	251	11295	50.4
9TH AVE E	S END	1ST ST E	320	13440	46.6
5TH ST SE	6TH AVE SE	E END	644	0	0.0

CITY OF Dickinson North Dakota

Engineering Memorandum

November 23, 2026

RE: December 1st Commission Meeting

2028 ROAD MAINTENANCE PROJECT TASK ORDER AWARD TO CIVIL SCIENCE INFRASTRUCTURE, INC.

For your consideration is a task order with Civil Science Infrastructure, Inc. to perform engineering services for the City of Dickinson Project Number 202801, the 2028 Road Maintenance project for a time and materials fee as specified in the task order of **$223,184.00**. This task order is in reference to the proposal received through a request for proposal where five proposals were received. Civil Science Infrastructure, Inc. scored the highest score based on their proposal for the project. The City Attorney has reviewed this task order with no comments. The task order is under the master service agreement that was approved by the City Commission at the February 20, 2025 City Commission meeting.

The scope of work included in this task order are; preliminary engineering and field survey/evaluation of manholes, prepare the special improvement district documents, develop the plans and specifications, and bid assistance. The proposed schedule shows an early November 2027 project bid ready date.

The project was included on the 2027 Capital Improvement Plan budget.

The City Engineering staff recommends approval.

TASK ORDER NO. 2025-7

This is Task Order No. **2025-7**, consisting of 4 pages.

In accordance with Paragraph 1.01, Main Agreement, of the Agreement Between Owner and Engineer for Professional Services—Task Order Edition dated ***February 18, 2025***, Owner and Engineer agree as follows:

1. TASK ORDER DATA

a.	Effective Date of Task Order:	**December 1, 2026**
b.	Owner:	**City of Dickinson**
c.	Engineer:	**Civil Science Infrastructure, Inc.**
d.	Specific Project (title)	**2028 Road Maintenance Project (City project #202801)**
e.	Specific Project (description):	**Professional Services consisting of Preliminary and Final Engineering Services associated with the City of Dickinson 2028 Road Maintenance Project**
f.	Related Task Orders Supplemented by this Task Order: Superseded by this Task Order:	***Reserved***

2. BASELINE INFORMATION

Baseline Information. Owner has furnished the following Specific Project information to Engineer as of the Effective Date of the Task Order. Engineer's scope of services has been developed based on this information. As the Specific Project moves forward, some of the information may change or be refined, and additional information will become known, resulting in the possible need to change, refine, or supplement the scope of services

Specific Project Title:	2028 Road Maintenance Project
Type and Size of Facility:	Reserved
Description of Improvements:	Professional Services consisting of Preliminary and Final Engineering Services associated with the City of Dickinson 2028 Road Maintenance Project

EJCDC® E-505, Agreement between Owner and Engineer for Professional Services—Task Order Edition.
Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

Expected Construction Start:	2028 Construction Season
Prior Studies, Reports, Plans:	Pavement Management Report prepared by MDS Technologies, Inc., updated via technical memo dated April 9, 2025. Additional updates to be provided when available
Facility Location(s):	Mill and overlay and chip and fog seal lists of streets provided in the RFP
Current Specific Project Budget:	Reserved
Funding Sources:	City of Dickinson funding and SID funding sidewalk and driveway replacement only
Known Design Standards:	City of Dickinson Standard Specifications and Detail Drawings
Known Specific Project Limitations:	Reserved
Specific Project Assumptions:	Reserved
Other Pertinent Information:	Reserved

3. SERVICES OF ENGINEER ("SCOPE")

A. The specific Basic Services to be provided or furnished by Engineer under this Task Order are:

Exhibit A to Task Order, "Engineer's Services for Task Order," as attached to this specific Task Order.

All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order, with the exception of Resident Project Representative Services, if any, which are compensated separately.

B. Additional Services: Services not expressly set forth as Basic Services in Paragraph 3.A above, and necessary services listed as not requiring Owner's written authorization, or requiring additional effort in an immediate, expeditious, or accelerated manner as a result of unanticipated construction events or Specific Project conditions, are Additional Services, and will be compensated by the method indicated for Additional Services in this Task Order. All other Additional Services require mutual agreement and may be authorized by amending the Task Order as set forth in Paragraph 8.05.B.2 of the Main Agreement, with compensation for such other Additional Services as set forth in the amending instrument.

4. DELIVERABLES SCHEDULE

A. In submitting required Documents and taking other related actions, Engineer and Owner will comply with Exhibit B to Task Order, attached to this specific Task Order.

Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

5. ADDITIONS TO OWNER'S RESPONSIBILITIES

A. Owner shall have those responsibilities set forth in Article 2 of the Main Agreement, and the following supplemental responsibilities that are specific to this Task Order:

1. ***Provide geotechnical report.***
2. ***Provide sanitary and storm sewer televised data for consultant review to determine if issues need to be addressed prior to planned road maintenance.***
3. ***Provide access to past project records, including engineering plans, specifications, and as-built documents.***
4. ***Collaborate with the consultant throughout the project's duration. Appoint a designated project manager to assist the consultant and provide necessary project-related information and address project-specific requirements.***

6. TASK ORDER SCHEDULE

A. In addition to any schedule provisions provided in Exhibit B or elsewhere, the parties shall meet the following schedule: **Owner desired to have construction occur during the 2028 construction season. Engineer will accommodate this schedule barring delays from creating the SID.**

7. ENGINEER'S COMPENSATION

A. The terms of payment are set forth in Article 4 of the Main Agreement.

B. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
1. Basic Services		
a. Preliminary Design	$138,404	Hourly Rates
b. Final Design	$79,084	Hourly Rates
c. Bidding Support	$5,696	Hourly Rates
TOTAL COMPENSATION	$223,184	
3. Additional Services under Section 3.B above	(N/A)	***Direct Labor***

C. Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Subconsultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually

Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

rendered, but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

8. ENGINEER'S PRIMARY SUBCONSULTANTS FOR TASK ORDER, AS OF THE EFFECTIVE DATE OF THE TASK ORDER:

A. ***No subconsultants anticipated***

9. EXHIBITS AND ATTACHMENTS:

A. Exhibit A to Task Order—Engineer's Services Under Task Order

B. Exhibit B to Task Order—Task Order Deliverables Schedule

Execution of this Task Order by Owner and Engineer makes it subject to the terms and conditions of the Main Agreement and its exhibits and appendices, which Main Agreement, exhibits, and appendices are incorporated by this reference.

OWNER:

By: _____

Print Name: Scott Decker

Title: President of City Commission

ENGINEER:

By: _____

Print Name: Jeremy Easum

Title: Area Manager

Engineer's License or Firm's Certificate No. (if required): 1218 C

State of: North Dakota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Josh Skluzacek

Title: Engineer

Address: 38 1st St West
Dickinson, ND 58601

E-Mail Address: Joshua.skluzacek@dickinsongov.com

Phone: 701-456-7744

Date: _____

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Jeremy Easum

Title: Area Manager

Address: 531 W Villard Suite 1
Dickinson, ND 58601

E-Mail Address: jeasum@civilscience.com

Phone: 701-219-4511

Date: 11-20-26

EJCDC® E-505, Agreement between Owner and Engineer for Professional Services—Task Order Edition.
Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

EXHIBITS TO TASK ORDER

TABLE OF CONTENTS

EXHIBIT A—ENGINEER'S SERVICES UNDER TASK ORDER

EXHIBIT B—TASK ORDER DELIVERABLES SCHEDULE

Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

EXHIBIT A—ENGINEER'S SERVICES UNDER TASK ORDER

Article 1 of the Main Agreement, Services of Engineer, is supplemented to include the following provisions:

Engineer shall provide Basic and Additional Services as set forth below.

ARTICLE 1—BASIC SERVICES

1.01 Management of Engineering Services

A. See Main Agreement, Paragraph 1.03.

1.02 Study and Report Phase – ***Not Applicable***

1.03 Preliminary Design Phase

A. Fieldwork and Data Collection: Data required for construction drawings will be a compilation of information provided by Owner and supplemented by a field reconnaissance and limited survey data collection by Engineer. Engineer will conduct a field review of the existing conditions as described below. Certain improvements will be surveyed with GPS to accurately show locations in drawings and exhibits; detailed topographic (design) surveys and right-of-way (property boundary) surveys are not included.

1. Determine areas in need of concrete replacement (sidewalk, driveway, curb/gutter, ramps, etc.)
2. Estimate patching areas to determine a plan quantity
3. Download survey and create a base map.

B. Design and Preliminary Construction Drawings: Design will be required to determine milling limits and new paving, concrete replacements, driveway and sidewalk transitions, accessibility grades, full-depth pavement repairs, and quantities. Preliminary construction drawings will be prepared. They will include the following sections:

1. General sheets, notes and quantities
2. Scope of work
3. Chip and fog seal and striping quantity tables
4. Construction details and typical sections
5. Removal, Milling, & Paving layouts (combined)
6. Traffic control providing general requirements for Contractor's use to prepare its traffic control plan.

C. Opinion of Probable Construction Cost: Using the quantities calculated following the completion of the preliminary plans and specifications, prepare the Opinion of Probable Construction Cost based on information obtained from previous projects, contractors, material suppliers, and other databases available, for each bid schedule.

Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

D. Special Improvement District: Owner's intent is to create an improvement district for the streets identified that will pay for portions of concrete sidewalk. A district will be created in accordance with Owner's special assessment policy and individual properties will be assessed on a per parcel basis. Creating the district will require the following by the Engineer:

   1. Prepare a preliminary engineering report according to ND Century Code requirements.

   2. Exhibits—Prepare overall exhibits depicting zones and improvements, which will be used for public hearings and district creation documents. Engineer's scope and fee assumes landowner notifications will include an overall map of each zone or a preliminary drawing of an entire block.

   3. Landowner research—Assist Owner to establish the boundary of each zone. Assist with generating a report for the zone(s) that lists individual property ownership information and providing corresponding property linework.

   4. Quantities and estimated construction costs for each parcel will be provided on the landowner list.

   5. Landowner notification—Assist Owner by providing exhibits and costs referenced above. Create a mailing list(s), notification letter, and prepare mailings to each landowner and provide to Owner to mail out.

   6. Public hearing—Prepare required exhibits and attend a public hearing required for district creation.

E. Specifications and Bid Documents: Specifications and bid documents will be prepared using Owner standards, supplemented by project-specific requirements as needed. Two bid packages will be completed (one for mill & overlay project and one for chip & fog seal project).

F. QA/QC Review: Perform quality reviews for all deliverables before submittal to Owner.

G. Right-of-Way (ROW): Engineer is assuming that the construction limits will remain within the existing ROW and that additional ROW or temporary easements will not be required.

H. Prairie Oak Dr Stormwater Outfall

   1. Fieldwork and Data Collection: Data required for development of the alternatives will be a compilation of information provided by Owner and supplemented by a field reconnaissance and survey data collection by Engineer.

   2. Storm water modeling of the sub-basin area.

   3. Deliverables will include a technical memo detailing two different alternatives that would mitigate the local flooding concerns.

   4. Assumptions regarding this work item:

      a. Alternatives within the existing easements will be considered first. If no viable alternatives exist without ROW acquisitions, coordination for temporary construction easements and/or permanent drainage easements will be included in the additional task order for the chosen alternative.

Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

b. The outfall and associated alternatives are assumed to be within the FEMA flood zone X. Any FEMA permit or No-Rise Certificate work will require a contract modification.

c. Hydrologic and hydraulic analysis and modeling will be performed for the existing and proposed system. However, no analysis will be performed for any backflow condition from Dickinson Drainage Ditch into this drainage network.

d. No modeling of Dickinson Drainage Ditch is anticipated.

5. Alternatives will be presented to drain the local area after the storm event but is not promised to alleviate any flooding from the Dickinson Drainage Ditch, any riverine backflow event, or any other water source flooding event (IE ground water, culinary, irrigation, sanitary).

6. Alternatives may include the use of innovative processes or materials needed to address the drainage issues. If an alternative does require an innovative approach, deviations from standard work practices may be required and an increase in construction prices may apply.

7. Construction documents will be incorporated by additional task order once a selected alternative is chosen. This single alternative will be used for the final design phase, permitting, bidding phase, and construction phase.

1.04 Final Design Phase

A. Prepare 90% Deliverables: Conduct additional site visits and collect survey as needed, then revise Preliminary Design Phase identified above:

1. Design

2. Final drawings

3. Opinion of probable construction cost

4. Information to assist Owner with District creation documents

5. Specifications and bid documents

B. 90% Plan Review: Facilitate a meeting with Owner to review 90% deliverables.

C. Final Plans & Specifications: Incorporate comments from the 90% plan review and assemble final bidding documents. Two bid packages will be completed (one for mill & overlay project and one for chip & fog seal project).

D. QA/QC Review: Complete and document a final QA/QC prior to completion of the final plan and specifications.

1.05 Bidding Phase – ***Two bid packages will be bid (one for mill & overlay project and one for chip & fog seal project).***

A. After acceptance by Owner of the final Drawings and Specifications; assembled drafts of other Construction Contract Documents, including the draft Front-End Construction Contract Documents; the draft Bidding/Proposal Documents; the most recent opinion of probable Construction Cost as determined in the Final Design Phase, and any other Final Design Phase deliverables, and upon written authorization by Owner to proceed, Engineer shall:

Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

1. Assist Owner in advertising for and obtaining bids or proposals for the Work; assist Owner in issuing assembled Bidding/Proposal Documents and proposed Construction Contract Documents to prospective contractors; if applicable, maintain a record of prospective contractors to which documents have been issued; attend pre-bid conferences, if any; and receive and process contractor deposits or charges, if any, for the issued documents.

    a. ***Project will be listed on QuestCDN website***

2. Prepare and issue addenda as appropriate to clarify, correct, or change the issued documents.

3. If the issued documents require, the Engineer shall evaluate and determine the acceptability of "or equals" and substitute materials and equipment proposed by prospective contractors, provided that such proposals are allowed by the bidding-related documents (or requests for proposals or other construction procurement documents) prior to award of contracts for the Work. Services under this paragraph are subject to the provisions of Exhibit A Paragraph 2.01.A.2.

4. Attend the bid opening; prepare bid tabulation sheets; and assist Owner in evaluating bids or proposals, assembling final Construction Contracts for the Work for execution by Owner and Contractor, and in preparing notices of award to be issued by Owner for such contracts.

5. Provide information or assistance needed by Owner in the course of any review of bids, proposals, or negotiations with prospective contractors.

6. Consult with Owner as to the qualifications of prospective contractors.

7. Consult with Owner as to the qualifications of subcontractors, suppliers, and other individuals and entities proposed by prospective contractors, for those portions of the Work as to which review of qualifications is required by the issued documents.

8. If Owner engages in negotiations with bidders or proposers, assist Owner with respect to technical and engineering issues that arise during the negotiations.

9. Perform or provide the following other Bidding/Proposal Phase tasks or deliverables:

    a. ***Reserved***.

10. The Bidding/Proposal Phase will be considered complete upon award of Construction Contracts for the Work and commencement of the Construction Phase, or upon cessation of negotiations with prospective contractors.

1.06 Construction Phase

A. ***The scope of this phase will be developed following above phases and included by amendment.***

1.07 Post-Construction Phase

A. ***The scope of this phase will be developed following above phases and included by amendment.***

Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

ARTICLE 2—ADDITIONAL SERVICES

2.01 Additional Services Not Requiring Owner's Written Authorization

A. Engineer shall advise Owner that Engineer is commencing to perform or furnish the Additional Services of the types listed below. For such Additional Services, Engineer need not request or obtain specific advance written authorization from Owner. Engineer shall cease performing or furnishing such Additional Services upon receipt of written notice to cease from Owner. These services are not included as part of Basic Services and will be paid for by Owner as indicated in Paragraph 7 of the governing Task Order.

1. Substantive design and other technical services in connection with Work Change Directives, Change Proposals, and Change Orders to reflect changes requested by Owner.

2. Services essential to the orderly progress of the Bidding/Proposal and Construction Phases and not wholly quantifiable prior to those Phases or otherwise dependent on the actions of prospective individual bidders or contractors and including:

   a. making revisions to Drawings and Specifications occasioned by the acceptance of substitute materials or equipment other than "or equal" items;

   b. services after the award of the Construction Contract in evaluating and determining the acceptability of a proposed "or equal" or substitution which is found to be inappropriate for the Specific Project;

   c. evaluation and determination of an excessive number of proposed "or equals" or substitutions, whether proposed before or after award of the Construction Contract; and

   d. providing to the Contractor or Owner additional or new information not previously prepared or developed by the Engineer for their use in applying for or obtaining required permits and licenses, in responding to agency comments on such applications, or in the administration of any such permits or licenses.

3. Services resulting from significant delays, changes, or price increases occurring as a direct or indirect result of materials, equipment, or energy shortages.

4. Additional or extended services arising from (a) the presence at the Site of any Constituent of Concern or items of historical or cultural significance, (b) emergencies or acts of God endangering the Work, (c) damage to the Work by fire or other causes during construction, (d) a significant amount of defective, neglected, or delayed Work, (e) acceleration of the progress schedule involving services beyond normal working hours, or (f) default by Contractor.

5. Implement coordination of Engineer's services with other parts of the Specific Project that are not planned or designed by Engineer or its Subconsultants, unless Owner furnished to Engineer substantive information about such other parts of the Specific Project prior to the parties' entry into this Agreement, in the Baseline Information section of this Exhibit A, or otherwise in Exhibit A; if such substantive information has been so provided, coordination of Engineer's services will be part of Basic Services.

Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

6. Implement the specific parts of an Underground Facilities Procedure that are assigned to Engineer, or above-ground utilities tasks that are assigned to Engineer as the Specific Project progresses (but not including the design-related services already assigned to Engineer as a Basic Service).

7. Services (other than Basic Services during the Post-Construction Phase) in connection with any partial utilization of the Work by Owner prior to Substantial Completion.

8. Evaluating unreasonable or frivolous requests for interpretation or information (RFIs), Change Proposals, or other demands from Contractor or others in connection with the Work, or an excessive number of RFIs, Change Proposals, or demands.

9. Reviewing a Shop Drawing or other Contractor submittal more than three times, as a result of repeated inadequate submissions by Contractor.

10. While at the Site, compliance by Engineer and its staff with those terms of Owner's or Contractor's safety program provided to Engineer subsequent to the Effective Date that exceed those normally required of engineering personnel by federal, State, or local safety authorities for similar construction sites.

11. To the extent the Specific Project is subject to Laws and Regulations governing public or government records disclosure or non-disclosure, Engineer will comply with provisions applicable to Engineer, and Owner will compensate Engineer as Additional Services for Engineer's costs to comply with any disclosure or non-disclosure obligations beyond those identified in the Basic Services.

12. Services directly attributable to changes in Engineer's Electronic Documents obligations after the effective date of the Agreement.

2.02 Additional Services Requiring Owner's Written Authorization

A. If authorized in writing by Owner, Engineer shall provide Additional Services of the types listed below. These services are not included as part of Basic Services and will be paid for by Owner as indicated in Paragraph 7 of the governing Task Order.

1. Obtain or provide specified additional Specific Project-related information and data to enable Engineer to complete its Basic and Additional Services.

2. Preparation of special and customized reporting, invoicing, and related support documentation in addition to that identified to be provided under Basic Services.

3. Preparation of applications and supporting documents (in addition to those furnished under Basic Services) for private or governmental grants, loans, or advances in connection with the Specific Project; preparation or review of environmental assessments and impact statements; review and evaluation of the effects on the design requirements for the Specific Project of any such statements and documents prepared by others; and assistance in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of the Specific Project.

4. Services to make measured drawings of existing conditions or facilities, to conduct tests or investigations of existing conditions or facilities, or to verify the accuracy of drawings or other information furnished by Owner or others.

Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

5. Services resulting from significant changes in the scope, extent, or character of the portions of the Specific Project designed or specified by Engineer, or the Specific Project's design requirements, including, but not limited to, changes in size, complexity, Owner's schedule, character of construction, or method of financing; and revising previously accepted studies, reports, Drawings, Specifications, or Construction Contract Documents when such revisions are required by changes in Laws and Regulations enacted subsequent to the Effective Date or are due to any other causes beyond Engineer's control.
6. Services resulting from Owner's request to evaluate additional Study and Report Phase alternative solutions beyond those agreed to in Exhibit A Paragraph 1.02.A.1.
7. Services required as a result of Owner's providing incomplete or incorrect Specific Project information to Engineer.
8. Providing renderings or models for Owner's use, including development, management, and other services in support of building information modeling or civil integrated management.
9. Undertaking investigations and studies including, but not limited to:
    a. All-hazards risk assessments and other studies to evaluate the feasibility of enhancing the resiliency of the design;
    b. detailed consideration of operations, maintenance, and overhead expenses;
    c. the preparation of feasibility studies (such as those that include projections of output capacity, utility project rates, project market demand, or project revenues) and cash flow analyses, provided that such services are based on the engineering and technical aspects of the Specific Project, and do not include rendering advice regarding municipal financial products or the issuance of municipal securities;
    d. preparation of appraisals;
    e. with respect to proprietary systems or processes requiring licensing, providing services necessary to assist Owner in obtaining such licensing.
    f. detailed quantity surveys of materials, equipment, and labor; and
    g. audits or inventories required in connection with construction performed or furnished by Owner.
10. Furnishing services of Subconsultants or Engineer's Subcontractors for other than Basic Services.
11. Providing data or services of the types described in Article 2, when Owner retains Engineer to provide such data or services instead of Owner furnishing the same.
12. Providing the following services:
    a. Services attributable to more prime construction contracts than specified in Exhibit A Paragraph 1.04.A.1.
    b. Services to arrange for performance of construction services for Owner by contractors other than the principal prime Contractor, and administering Owner's contract for such services.

Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

13. Services during out-of-town travel required of Engineer, other than for visits to the Site or Owner's office as required in Basic Services (Article 1 of Exhibit A).

14. Preparing for, coordinating with, participating in and responding to structured independent review processes, including, but not limited to, construction management, cost estimating, project peer review, value engineering, and constructability review requested by Owner; and performing or furnishing services required to revise studies, reports, Drawings, Specifications, or other documents as a result of such review processes.

15. Preparing additional bidding-related documents (or requests for proposals or other construction procurement documents); preparing pre-qualification procedures and documents, and participating in pre-qualifying prospective Bidders; and preparing Construction Contract Documents for alternate bids.

16. Assistance in connection with bid protests, rebidding, or renegotiating contracts for construction, materials, equipment, or services.

17. Preparing conformed Construction Contract Documents that incorporate and integrate the content of all addenda and any amendments negotiated by Owner and Contractor.

18. Services to assist Owner in developing or modifying protocols for transmittal of Electronic Documents by Electronic Means after the effective date of this Agreement, either by revising or adapting Exhibit F to the Specific Project or implementing other Electronic Documents protocols among Specific Project participants.

19. Any services by Engineer in connection with Owner or Engineer providing a Document to a Requesting Party under Exhibit F Paragraph 1.01.D (see Exhibit F, Electronic Documents Protocol), or any other distribution of a Document to a third party. Such services may include but are not limited to preparing the data contained in the requested Document in a manner deemed appropriate by Engineer; creating or otherwise preparing and distributing the Document in a format necessary to respond to Owner's direction or decision to provide the Document to a requesting party, including Contractor, in a format other than that required for deliverables from Engineer to Owner; and services in connection with obtaining required releases from the third parties to which the Documents will be distributed. Compensation for these Additional Services is not contingent upon Owner's reimbursement from the requesting party.

20. Providing Construction Phase services beyond the original date for completion and readiness for final payment of Contractor, but only if such services increase the total quantity of services to be performed in the Construction Phase, rather than merely shifting performance of such services to a later date.

21. Preparing Record Drawings, and furnishing such Record Drawings to Owner.

22. Supplementing Record Drawings with information regarding the completed Specific Project, Site, and immediately adjacent areas obtained from field observations, Owner, utility companies, and other reliable sources.

23. Conducting surveys, investigations, and field measurements to verify the accuracy of Record Drawing content obtained from Contractor, Owner, utility companies, and other sources; revise and supplement Record Drawings as needed.

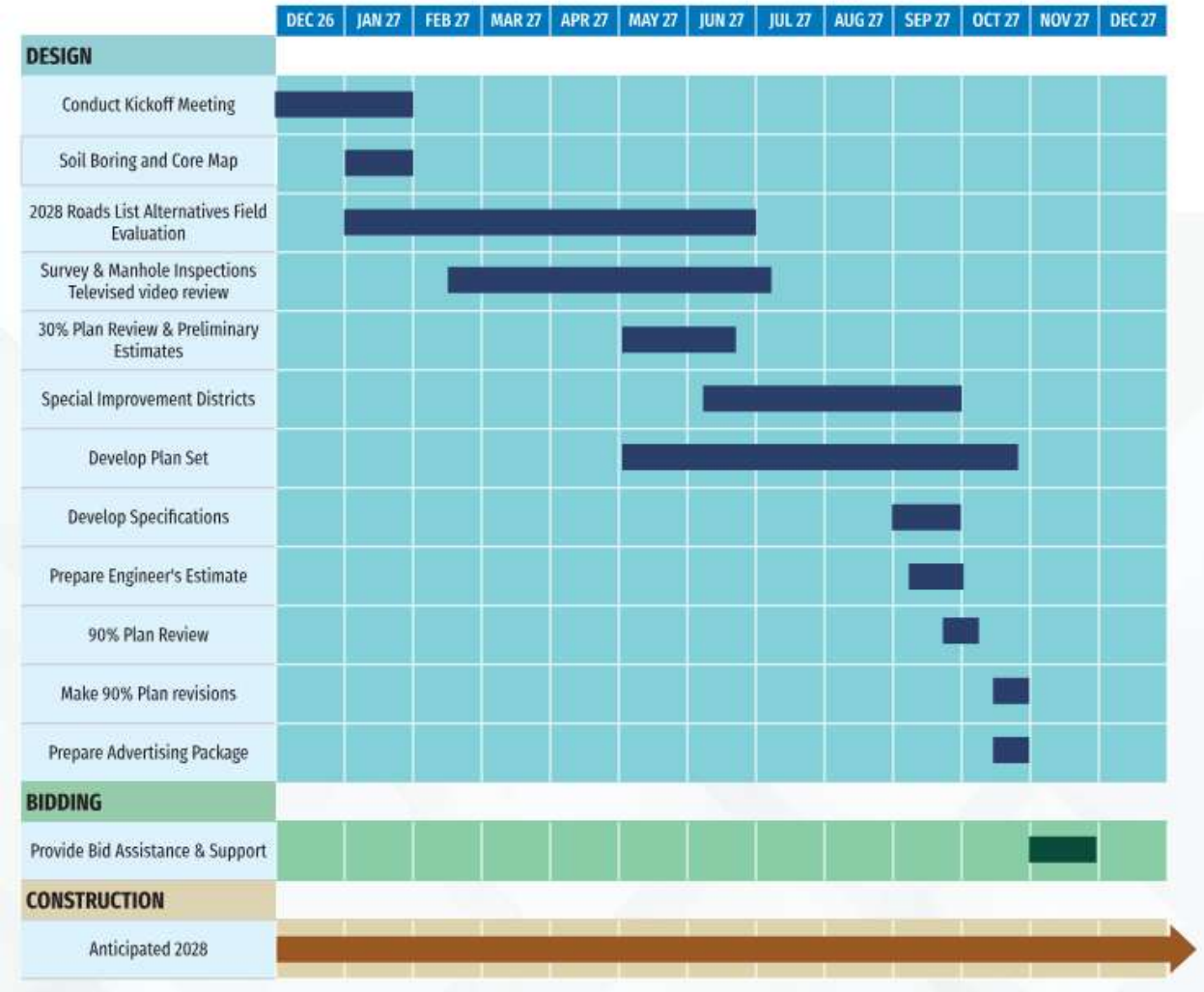
Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

24. Preparation of operation, maintenance, and staffing manuals.
25. Protracted or extensive assistance in refining and adjusting of Specific Project equipment and systems (such as initial startup, testing, and balancing).
26. Assistance to Owner in training Owner's staff to operate and maintain Specific Project equipment and systems.
27. Assistance to Owner in developing systems and procedures for (a) control of the operation and maintenance of Specific Project equipment and systems, and (b) related recordkeeping.
28. Preparing to serve or serving as a consultant or witness for, or producing documents for or on behalf of, Owner in any litigation, arbitration, mediation, lien or bond claim, or other legal or administrative proceeding involving the Specific Project (but not including disputes between Owner and Engineer).
29. Overtime work requiring higher than regular rates.
30. Providing construction surveys and staking to enable Contractor to perform its work other than as required under Exhibit A Paragraph 1.06.B.9; any type of property surveys or related engineering services needed for the transfer of interests in real property; providing construction and property surveys to replace reference points or property monuments lost or destroyed during construction; and providing other special field surveys.
31. Providing more extensive services required to enable Engineer to issue notices or certifications requested by Owner.
32. Extensive services required during any correction period, or with respect to monitoring Contractor's compliance with warranties and guarantees called for in the Construction Contract (except as agreed to under Basic Services).
33. Other additional services performed or furnished by Engineer not otherwise provided for in this Agreement.

Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

EXHIBIT B—TASK ORDER DELIVERABLES SCHEDULE

Paragraphs 2.04.E, 3.02.A, and Exhibit A of the Main Agreement are supplemented by the following schedule:



Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies,
and American Society of Civil Engineers. All rights reserved.

mds technologies, inc.

October 28, 2026

City of Dickinson
Engineering Department
99 2nd Street East
Dickinson, ND 58601

Attention: Joshua Skluzacek
Engineer – Community Development Director

Re: Contract Amendment – Update PAVER Database and Pavement Management Report

Dear Joshua;

As per our recent correspondence, here is a work plan to maintain the PAVER database and update the pavement management report.

Update Work History

The City will supply a list of segments or a map showing the pavement maintenance and/or rehabilitation work that was completed during the 2026 construction season. MDST will update the Work History data in the City's PAVER system based on this information. The type of work performed, the date the work was completed, and the cost of the work (if available) will be entered for each affected segment.

We assume that there are no new road segments that need to be added to the PAVER database or to the GIS Shape file within the PAVER system that is linked to the PAVER database. If there is, additional effort would be required to create these segments in the PAVER system.

Update PCI Map

MDST will re-calculate the PCI scores to account for the updated work history and provide an updated PCI map to the City.

Update the 5-Year Rehabilitation Plan

We assume this task is not necessary this year.

Report Results

The results of the above analysis will be documented in letter or technical memorandum style report. The report will be provided electronically in PDF format.

General Consultation

This task provides for up to two (2) hours of time for Mr. Triffo (MDST's Project Manager) to assist City staff with questions, analysis, reporting, training, etc. related to pavement condition evaluation and use of the PAVER system.

Work Schedule

This work can be done in January 2027, or sooner if desired by the City, except for the Consultation Task which can be done anytime it is needed.

Fee Schedule

MDST will provide these services on a time and materials basis. The Work History update and the PCI Map update will be performed by a Pavement/GIS Technician under the direction of our Project Manager. The other Tasks will be performed directly by our Project Manager. The project personnel and maximum required time expected for each task are shown in the Table below.

Estimated Fee

Task	Project Personnel	Estimated Hours	Rate	Total
Update Work History	Project Manager	1	$255/hr.	$255
	Pav./GIS Technician	8	$125/hr.	$1,000
Update PCI Map	Project Manager	1	$255/hr.	$255
	Pav./GIS Technician	2	$125/hr.	$250
Report Results	Project Manager	3	$255/hr.	$765
General Consultation	Project Manager	2	$255/hr.	$510
			Project Total:	$3,035

Please contact me if you have any questions about this amendment. We look forward to working with the City on this assignment.

Sincerely,

MDS Technologies, Inc.



Trevor T. Triffo
Principal

I have read, understood, and agree to the above Contract Amendment on behalf of the City of Dickinson.

BY:_____

TITLE:_____

DATE:_____

CITY OF Dickinson North Dakota

Engineering Memorandum

November 23, 2026

RE: December 1, 2026 Commission Meeting

PAVEMENT MANAGEMENT PLAN UPDATE CONTRACT TO MDST INC.

For your consideration is a contract amendment with MDS Technologies, Inc. to update the City of Dickinson Pavement Management Plan utilizing the PAVER database and provide up to two hours of general consulting as needed for an estimated time and material amount of ***$3,035.00.*** The funds for this scope of work will be paid using the Engineering Department Contracted Labor code. A legal review of this contract amendment has been completed.

Keeping our pavement management records up to date in a database is a critical tool for project forecasting, records retention in a single database, and long-term pavement management. The annual update to the City of Dickinson Pavement Management Plan extends the frequency of when a field evaluation and full update to the Pavement Management Plan is needed which saves the City of Dickinson money.

The City Engineering staff recommends approval.

CITY OF Dickinson North Dakota

Engineering Memorandum

November 24, 2026

RE: December 1st, 2026 Commission Meeting

GENERAL SERVICES TASK ORDER WITH INTERSTATE ENGINEERING

For your consideration is a general service task order with Interstate Engineering. These services will only be utilized as needed. The funds for this scope of work will be paid using the Engineering and Planning Department Contracted Labor codes. A legal review of this task order has been completed by the City Attorney.

General services tasks are anticipated to be: planning assistance with tasks such as writing pre-application letters and staff reports and planning consulting; engineering assistance with tasks such as survey, plan/permit reviews, and engineering consulting.

The Engineering and Community Development staff recommends approval.

TASK ORDER NO. [__2_]

This is Task Order No. **2**, consisting of 4 pages.

In accordance with Paragraph 1.01, Main Agreement, of the Agreement Between Owner and Engineer for Professional Services—Task Order Edition dated **September 1, 2026**, Owner and Engineer agree as follows:

1. TASK ORDER DATA

a.	Effective Date of Task Order:	**December 1, 2026**
b.	Owner:	**City of Dickinson**
c.	Engineer:	**Interstate Engineering**
d.	Specific Project (title)	**General Services**
e.	Specific Project (description):	**This task order is for general surveying, planning, civil engineering, project management and Resident Project Representative services to be performed on an as requested basis.**
f.	Related Task Orders Supplemented by this Task Order: Superseded by this Task Order:	**N/A**

2. BASELINE INFORMATION

Baseline Information. This task order is for general surveying, planning, civil engineering, project management and Resident Project Representative services for the City of Dickinson to be provided on an as requested basis.

EJCDC® E-505, Agreement between Owner and Engineer for Professional Services—Task Order Edition.
Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

3. SERVICES OF ENGINEER ("SCOPE")

A. The specific Basic Services to be provided or furnished by Engineer under this Task Order are:

General surveying, planning, civil engineering, project management and Resident Project Representative services as requested by the Owner and agreed upon by the Engineer. An email or other written documentation between both parties outlining the general project scope and agreeing to complete the services described shall be considered sufficient authorization to provide services under this Task Order.

All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order, with the exception of Resident Project Representative Services, if any, which are compensated separately.

B. Resident Project Representative (RPR) Services:

If the Scope established in Paragraph 3.A above includes RPR services, then Exhibit D to Task Order is expressly incorporated in this Task Order by reference.

C. Additional Services: Services not expressly set forth as Basic Services in Paragraph 3.A above, and necessary services listed as not requiring Owner's written authorization, or requiring additional effort in an immediate, expeditious, or accelerated manner as a result of unanticipated construction events or Specific Project conditions, are Additional Services, and will be compensated by the method indicated for Additional Services in this Task Order. All other Additional Services require mutual agreement and may be authorized by amending the Task Order as set forth in Paragraph 8.05.B.2 of the Main Agreement, with compensation for such other Additional Services as set forth in the amending instrument.

4. DELIVERABLES SCHEDULE

A. In submitting required Documents and taking other related actions, Engineer will provide deliverables as requested by the Owner. **Deliverables schedules will be coordinated by Owner and Engineer, as applicable, when specific services are requested. Deliverable schedules, if necessary for the services requested, must be agreed to in an email or other written documentation between the parties.**

5. ADDITIONS TO OWNER'S RESPONSIBILITIES

A. Owner shall have those responsibilities set forth in Article 2 of the Main Agreement, and the following supplemental responsibilities that are specific to this Task Order: **N/A**

6. TASK ORDER SCHEDULE

A. In addition to any schedule provisions provided in Exhibit B or elsewhere, the parties shall meet the following schedule: **No specific schedule is included with this Task Order. Engineer will strive to complete requested services within a reasonable period of time. Work schedules, if necessary for the services requested, must be agreed to in an email or other written documentation between both parties.**

Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

7. ENGINEER'S COMPENSATION

A. The terms of payment are set forth in Article 4 of the Main Agreement.

B. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
1. General Services	**T.B.D.**	**Hourly Rate**
2. Resident Project Representative Services	**T.B.D.**	**Hourly Rate**

C. **Compensation amounts will be invoiced based on the Engineer's current hourly rate schedule for the time worked on the project. Applicable reimbursable expenses will also be charged in accordance with the Main Agreement. No fee estimates or not to exceed amounts are provided as part of this Task Order. Owner may request estimated prices of the Work anticipated when requesting specific services from the Engineer. Estimates provided are estimated costs only, and work will be invoiced based on the hours worked and reimbursable expenses accrued for the services requested by the Owner in accordance with this task order.**

8. ENGINEER'S PRIMARY SUBCONSULTANTS FOR TASK ORDER, AS OF THE EFFECTIVE DATE OF THE TASK ORDER: N/A

9. EXHIBITS AND ATTACHMENTS:

1. Schedule of Rates

Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

Execution of this Task Order by Owner and Engineer makes it subject to the terms and conditions of the Main Agreement and its exhibits and appendices, which Main Agreement, exhibits, and appendices are incorporated by this reference.

OWNER: City of Dickinson

By: _____

Print Name: Scott Decker

Title: President of City Commission

ENGINEER: Interstate Engineering

By: _____

Print Name: Rebecca Berner

Title: PE, RVP, Client Manager

Engineer's License or Firm's Certificate No. (if required): 028C

State of: North Dakota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Joshua Skluzacek

Title: Engineering and Community Development Director

Address: 38 1st Street West
Dickinson, ND 58601

E-Mail Address: Joshua.skluzacek@dickinsongov.com

Phone: 701-456-7020

Date: _____

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Rebecca Berner

Title: PE, RVP, Client Manager

Address: 1260 West Villard Street Suite 2
Dickinson, ND 58601

E-Mail Address: Rebecca.berner@interstateeng.com

Phone: 701-483-4708

Date: _____

EJCDC® E-505, Agreement between Owner and Engineer for Professional Services—Task Order Edition.
Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

INTERSTATE ENGINEERING

SCHEDULE OF RATES
ATTACHMENT #1

	Hourly Rate
Engineers	
ENG I	$137.00
ENG II	$152.00
ENG III	$167.00
ENG IV	$182.00
ENG V	$197.00
ENG VI	$212.00
ENG VII	$227.00
ENG VIII	$242.00
ENG IX	$262.00
ENG X	$280.00
Surveyors	
SURV I	$113.00
SURV II	$128.00
SURV III	$143.00
SURV IV	$158.00
SURV V	$173.00
SURV VI	$188.00
SURV VII	$203.00
SURV VIII	$218.00
SURV IX	$233.00
SURV X	$255.00

	Hourly Rate
Planners	
PLANNER I	$125.00
PLANNER II	$150.00
PLANNER III	$175.00
PLANNER IV	$200.00
PLANNER V	$225.00
Landscape Architects	
LA I	$120.00
LA II	$140.00
LA III	$160.00
LA IV	$180.00
LA V	$200.00
Funding	
FUNDING I	$125.00
FUNDING II	$150.00
FUNDING III	$175.00
FUNDING IV	$200.00
Administrative	
ADMIN I	$ 93.00
ADMIN II	$100.00
ADMIN III	$107.00

	Hourly Rate
Technicians	
TECH I	$ 92.00
TECH II	$107.00
TECH III	$122.00
TECH IV	$137.00
TECH V	$152.00
TECH VI	$167.00
TECH VII	$182.00
TECH VIII	$197.00
TECH IX	$212.00
TECH X	$235.00
GIS	
GIS I	$120.00
GIS II	$140.00
GIS III	$160.00
GIS IV	$180.00
GIS V	$200.00
Information Technologists	
IT I	$145.00
IT II	$195.00
Expert Witness	$400.00

CHARGEABLE EXPENSES

Subsistence	Actual cost
Subconsultant Services – Geotechnical	Actual cost plus 15%
Subconsultant Services – Other	Actual cost plus 10%
Survey Materials Required	Actual cost plus 25%
Plat Certification per Certification	$35.00
Recordation per Monument	$35.00
24" x 36" Prints per Page	$9.00
Other Miscellaneous Project Expenses	Actual cost

Travel Vehicle	$0.85 per mile
Survey Vehicle	$0.95 per mile
ATV	$75.00 per day
ATV with Tracks	$125.00 per day
UTV	$150.00 per day
UTV with Tracks	$200.00 per day
Snowmobile	$200.00 per day

Any and all sales and use tax, TERO or other special fees which apply to this contract.

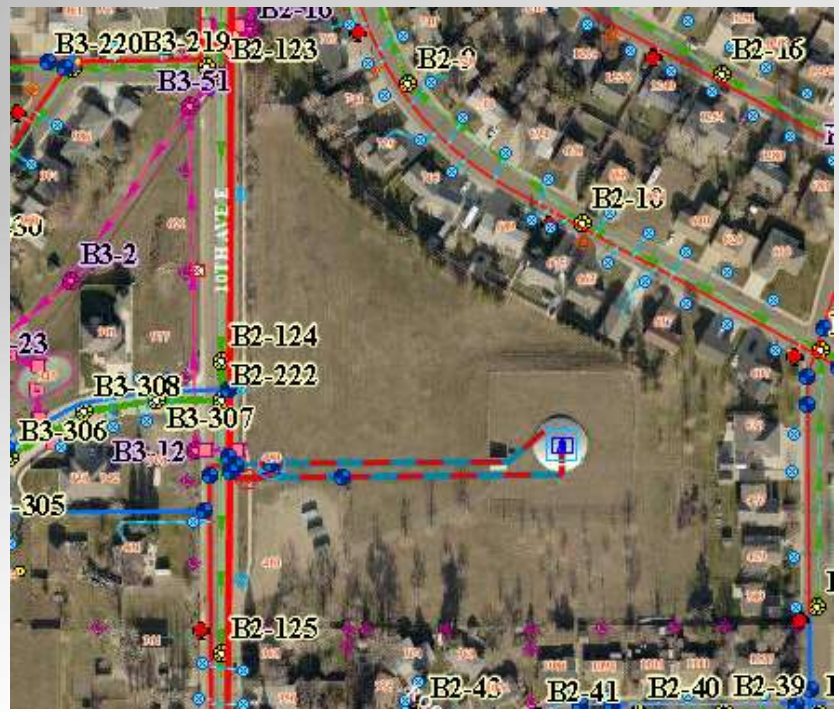
Fire Station 1A

Project 202409
Design Contract - ICON

Presented by: Senior Engineer, Kristopher Keller

CITY OF Dickinson North Dakota

Vicinity Map





CITY OF Dickinson North Dakota

CITY OF Dickinson North Dakota

Engineering Memorandum

November 24, 2026

RE: December 1, 2026 Commission Meeting

ICON ARCHITECTS – DETAIL DESIGN CONTRACT – FIRE STATION 1A (202409)

For your consideration is a contract for design services from ICON Architectural Group, LLC for detailed design & bidding support services. The services include detail design, construction documents and bidding support. ICON will work with JE Dunn, the selected Construction Manager At-Risk (CMAR). ICON and the CMAR will generate a construction ready design and bidding documents. The CMAR will then generate a Guaranteed Maximum Price for the City's evaluation.

ICON was selected through a Request for Qualification process that included a statement of qualifications and a presentation/interview.

The contract is $863,010 for architectural and civil design services.

The contract is under review by the City Attorney.

The City Engineering & Fire Department staff recommend approval with legal approval.

Docusign Envelope ID: F0C71EE5-5501-8FD2-83F3-D4AF97AEDCC3

AIA® Document G802® – 2017

Amendment to the Professional Services Agreement

PROJECT: *(name and address)*	**AGREEMENT INFORMATION:**	**AMENDMENT INFORMATION:**
26-023 Dickinson Fire Station	Date: 05/11/2026	Amendment Number: 001 Date: 11/05/2026
OWNER: *(name and address)*	**ARCHITECT:** *(name and address)*	
City of Dickinson 38 1st Street W Dickinson, ND 58601	ICON Architectural Group, LLC PO Box 5700 Grand Forks, ND 58206-5700	

The Owner and Architect amend the Agreement as follows:
Replace Section 1.1.2 as it relates to Phase II Services and to add Phase III Services to the following:

Phase II services shall be full scope of services through 100% design and Construction Documents, and Bidding Phase Services for a new public safety facility. The intent is to complete the scope of work with the schedule to bid the project as early as reasonably possible in 2027.

Phase III services shall be Construction Administration Phase Services upon successful bidding.

Replace Section 1.1.3 with the following:

Owner's budget for the cost of construction is approximately $11,500,000, not including any alternates.

Replace Section 1.1.12.2 with the following:

Civil/Surveying/Platting – Highlands Engineering (Andrew Schrank, PE), 319 24th Street East, Dickinson, ND 58601, 701-483-2444, with the following services (which fees are detailed in Article 11.1 below):

Phase I Services include the following:
Schematic Design
- Existing site conditions
- Erosion and Sediment Control Plans
- Site Removals
- Site Plan with Dimensions
- Paving Plan
- Grading and Drainage Plan with appropriate spot elevations for proposed surfacing and building floors
- Water/Sewer Service Plan
- Site Stabilization and Landscaping Plan
- Applicable Details

Phase II Services include the following:
Design Development and Construction Documents for the items listed above under Schematic Design
- Bi-weekly project coordination meetings.
- It is assumed that pre-vs-post development stormwater analysis and on-site stormwater detention will not be required.
- It is assumed that traffic studies will not be required.
- It is assumed that no-off-site improvements will be required for access or utility services to this site other than

AIA Document G802 – 2017. Copyright © 2000, 2007 and 2017. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 15:57:00 CDT on 11/06/2026 under Subscription No.20240059168 which expires on 09/08/2027, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.
User Notes: (6aedf8c1e322fb307950c855

Docusign Envelope ID: F0C71EE5-5501-8FD2-83F3-D4AF97AEDCC3

connections to existing infrastructure within rights-of-way immediately adjacent to the site.

Bidding
- Prepare and issue Addenda during project bidding as appropriate to clarify, correct, or change the issued documents.
- Address questions related to the Civil contract documents that may be asked by bidders.

Replace Section 11.1.2 with the following:

Phase I fee shall be approximately $156,600, which will be applied to Phase II services; plus approximately $12,320 for Phase I of Civil Engineering services; and hourly not to exceed $10,000 for the high-level architectural evaluation of three separate sites as identified in Article 1 above. Reimbursables are in addition to the fee.

Phase II fee shall be Seven and One-Quarter Percent (7.25%) of the Owner's budget for the Cost of the Work. Based on the CMaR Schematic Estimate of approximately $11,500,000 for base bid, the percentage-based design fee is approximately $833,750, plus approximately $29,260 for Phase II of Civil Engineering services. This fee does not take into consideration any alternates that may be forthcoming, which are billed at the 7.25% design fee if accepted Unaccepted alternates are billed through the bidding phase only. Reimbursable Expenses are in addition to this fee. Phase II services shall be billed through 79% of the Architect's and Architect's Consultant's total fee. Phase III services shall be billed the remaining 21% of the Architect's and Architect's Consultant's total fee after successful bidding.

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:
As detailed above (reduction in civil fee to exclude surveying services as Civl Engineer contracted directly with Owner for these services), and Phase II and Phase III Services breakdown of fee.

Schedule Adjustment:
N/A

DocuSigned by:
29A4E74732734E8...

ARCHITECT *(Signature)*	**OWNER** *(Signature)*
Heidi Brenna President	
(Printed name, title, and license number if required)	*(Printed name and title)*
11/9/2026	
Date	*Date*

AIA Document G802 – 2017. Copyright © 2000, 2007 and 2017. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 15:57:00 CDT on 11/06/2026 under Subscription No.20240059168 which expires on 09/08/2027, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.
User Notes: (6aedf8c1e322fb307950c855

Fire Station 1A

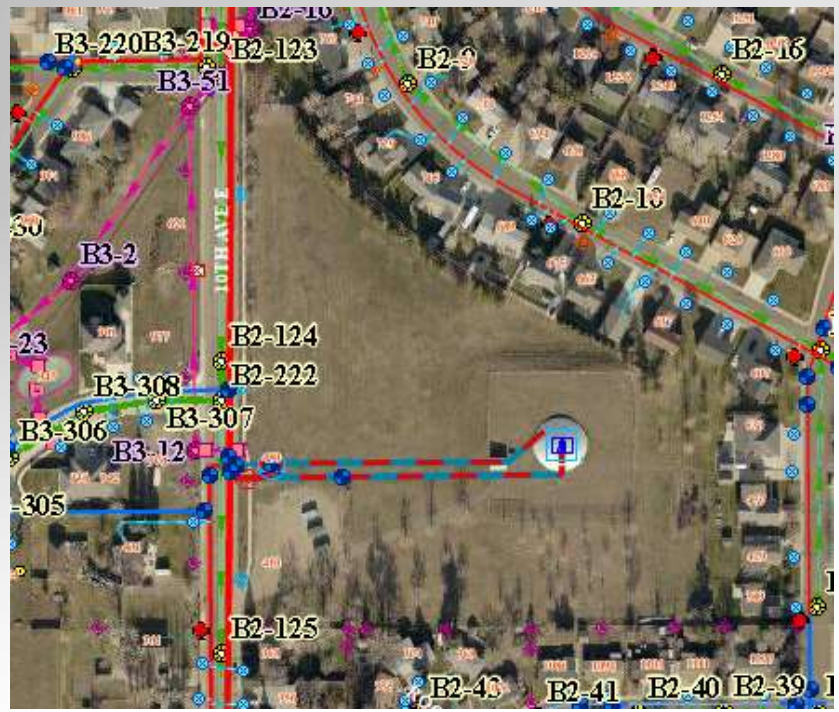
Project 202409

CMAR Contract – JE Dunn

Presented by: Senior Engineer, Kristopher Keller

CITY OF Dickinson North Dakota

Vicinity Map





CITY OF Dickinson North Dakota

CITY OF Dickinson North Dakota

Engineering Memorandum

November 24, 2026

RE: December 1, 2026 Commission Meeting

JE DUNN – PRE-CONSRUCTION SERVICES CONTRACT – FIRE STATION 1A (202409)

For your consideration is a contract for pre-construction services from JE Dunn Construction Company as a CMAR. The services include constructability reviews, estimates, and bidding. JE Dunn will work with the design team of ICON Architectural Services. JE Dunn and the design team will generate a guaranteed Maximum Price for the City's evaluation using the construction ready design and bidding documents generated by the design team.

JE Dunn was selected through a Request for Qualification process that included a statement of qualifications and a presentation/interview.

The contract is $29,801 for CMAR pre-construction services.

The contract is under review by the City Attorney.

The City Engineering & Fire Department staff recommend approval with legal approval.

AIA® Document A221™ – 2018

Work Order for use with Master Agreement Between Owner and Contractor

WORK ORDER number 5 made as of the Seventeenth day of November in the year Two Thousand Twenty-Six
(In words, indicate day, month, and year.)

BETWEEN the Owner:
(Name and address)

City of Dickinson, North Dakota
38 1st Street
Dickinson, ND 58601

and the Contractor:
(Name and address)

J.E. Dunn Construction Company
766 Elks Drive, Suite B
Dickinson, ND 58601

for the following **PROJECT**:
(Name and location)

Fire Station 1A Additional Preconstruction Services
Dickinson, ND 58601

The Architect for the Project:
(Name and address)
Icon Architectural Group
222 East Main Street, Suite B Mandan, ND 58554

THE CONTRACT
This Work Order, together with the Contract Documents enumerated herein, including the Master Agreement between Owner and Contractor dated the Fourth day of November in the year Two ThousandTwenty-Four
(In words, indicate day, month, and year.)
form the Contract.

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:
The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document provides the Contractor's scope of Work, and related information, and is intended to be used with AIA Document A121™– 2018, Standard Form of Master Agreement Between Owner and Contractor where Work is provided under multiple Work Orders.

AIA Document A221 – 2018. Copyright © 2014 and 2018. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 16:09:56 CST on 11/10/2026 under Subscription No.20250106378 which expires on 03/13/2027, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.
User Notes: (6af395f2d86fb4f88b5cce)

TABLE OF ARTICLES

1 THE WORK OF THIS WORK ORDER

2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

3 CONTRACT SUM

4 PAYMENTS

5 INSURANCE AND BONDS

6 PARTY REPRESENTATIVES

7 ENUMERATION OF CONTRACT DOCUMENTS

ARTICLE 1 THE WORK OF THIS WORK ORDER

As an amendment to Work Order No. 4, the Contractor shall perform additional preconstruction services continuing from 35% schematic design through 100% construction documents, including bidding and buyout for Fire Station 1A, project 202049, consistent with the Scope of Services section on Page 2 of the City of Dickinson Request for Qualifications, Construction Manager at Risk (CMAR) Services, Fire Station 1A, project 202409, issued on May 7, 2026 (hereinafter, the "Work"), and any modifications issued after execution of this Work Order, except as specifically indicated in the Contract Documents to be the responsibility of others subject to the terms of the Contractor's proposal to the Request for Qualifications.

ARTICLE 2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 2.1 The date of commencement of the Work shall be:
(Check one of the following boxes.)

[X] The date of this Work Order.

[ ] A date set forth in a notice to proceed issued by the Owner.

[ ] Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Work Order.

§ 2.2 The Contract Time shall be measured from the date of commencement.

§ 2.3 Substantial Completion

§ 2.3.1
Reserved.

ARTICLE 3 CONTRACT SUM

§ 3.1 The stipulated sum for the additional preconstruction services described herein shall be $29,801.

§ 3.2 Reserved.

§ 3.
3 Reserved.

AIA Document A221 – 2018. Copyright © 2014 and 2018. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 16:09:56 CST on 11/10/2026 under Subscription No.20250106378 which expires on 03/13/2027, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.
User Notes: (6af395f2d86fb4f88b5cce)

§ 3.
4 Reserved.

§ 3.5 Other
§ 3.5.1 Additional terms:

§ 3.5.1.1 The

Construction Manager does not warrant or guarantee estimates and schedules provided pursuant to the Work of this Work Order. Construction Manager is providing the Work. The Work shall only extend through July 1, 2028, and if additional preconstruction services are needed after such date and the parties mutually agree that Construction Manager will provide such additional services, this Work Order will be amended by the parties.

§ 3.5.1.2 The Construction Manager is not required to ascertain that the Drawings and Specifications are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Construction Manager shall promptly report to the Architect and Owner any nonconformity discovered by or made known to the Construction Manager as a request for information in such form as the Architect may require.

§ 3.6 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

N/A

ARTICLE 4 PAYMENTS
§ 4.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed.

§ 4.2 Payments are due and payable upon presentation of the Construction Manager's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Construction Manager.
(Insert rate of monthly or annual interest agreed upon.)

Ten percent (10%) per annum

ARTICLE 5 INSURANCE AND BONDS
§ 5.1

Reserved.

ARTICLE 6 PARTY REPRESENTATIVES
§ 6.1 The Owner identifies the following representative in accordance with Section 1.4.1 of the Master Agreement:
(List name, address, and other information.)

Kristopher Keller – 38 1st Street W, Dickinson, ND 58601 – 701.456.7020

§ 6.2 The Contractor identifies the following representative in accordance with Section 1.5.1 of the Master Agreement:
(List name, address, and other information.)

John D. Johnston

AIA Document A221 – 2018. Copyright © 2014 and 2018. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 16:09:56 CST on 11/10/2026 under Subscription No.20250106378 which expires on 03/13/2027, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.
User Notes: (6af395f2d86fb4f88b5cce)

766 Elks Dr., Suite B
Dickinson, ND 58601
816-215-2515

ARTICLE 7 ENUMERATION OF CONTRACT DOCUMENTS

§ 7.1 The Contract Documents are

the following documents attached hereto as Exhibits:

This Work Order entered into as of the day and year first written above.

OWNER *(Signature)*	**CONTRACTOR** *(Signature)*
BY:	BY:
(Printed name and title)	*(Printed name and title)*

AIA Document A221 – 2018. Copyright © 2014 and 2018. All rights reserved. "The American Institute of Architects," "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 16:09:56 CST on 11/10/2026 under Subscription No.20250106378 which expires on 03/13/2027, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail docinfo@aiacontracts.com.
User Notes: (6af395f2d86fb4f88b5cce)

Dickinson Public Schools Access Easement

Presented by: Senior Engineer, Kristopher Keller

CITY OF Dickinson North Dakota

Vicinity Map



CITY OF Dickinson North Dakota

CITY OF Dickinson North Dakota

Engineering Memorandum

November 24, 2026

RE: December 1, Commission Meeting

ACCESS EASEMENT FROM THE DICKINSON PLUBLIC SCHOOL SYSTEM

For your consideration is an access easement from the Dickinson Public School System (DPS) to the City of Dickinson. The access is thorough DPS land located near 15th St W, west of State Ave. The City has requested this access for maintenance of the State Ave. water tank. This easement is for 5-years.

The DPS has approved their portion of the easement agreement.

The City Attorney has reviewed the easement.

The City Engineering & Fire Department staff recommend approval with legal approval.

ACCESS EASEMENT

THIS INDENTURE, made as of this 17 day of November, 2026, between DICKINSON PUBLIC SCHOOL DISTRICT, whose address is 444 4th St W, Dickinson, ND 58601, the GRANTOR, and the CITY OF DICKINSON, ND, a municipal corporation whose address is 38 1st Street West, Dickinson, ND 58601, the GRANTEE;

WITNESSETH, for good and valuable consideration, the receipt whereof is hereby acknowledged, GRANTOR has granted and by these presents do grant to GRANTEE, an easement for the right of access to GRANTEE's water storage tank over the following described land situated in the County of Stark and the State of North Dakota:

See legal description on enclosed "Access Easement Exhibit".

(the "Easement"). GRANTOR, its successors and assigns, hereby grants to GRANTEE, its successors and assigns, the right of ingress and egress at all reasonable times over and across the Easement for the purpose of exercising the rights herein granted.

GRANTOR, its successors and assigns, agrees not to build, create or construct or permit to be built, created or constructed, any obstruction, building, engineering works or other structures upon, over or under the Easement or that would interfere with the herein stated uses, or GRANTEE's rights hereunder.

The rights of ingress and egress granted hereby may be used non-exclusively by, and are limited to, GRANTEE, its successors and assigns, agents, invitees or guests using the Easement, as described above.

GRANTOR reserves the right to use the above-described premises for all purposes which will not interfere with the GRANTEE's full enjoyment of the rights hereby granted.

Only to the extent allowed under North Dakota law, GRANTEE assumes all liability in connection with proper maintenance thereof and shall defend, indemnify and hold GRANTOR harmless from any claims or liability of any nature whatsoever arising out of the GRANTEE's use of said access.

THE DURATION of this easement shall be for a period of five (5) years from the date and year first above written. Should GRANTOR, its successors and assigns, dedicate right-of-way to and/or provide for alternative means of access to the GRANTEE's water storage tank in the Northeast Quarter (NE¼) of Section Thirty-Two (32), T140N, R96W, 5th P.M., City of Dickinson, Stark County, ND during said duration, this easement shall be automatically vacated at the time such alternate access is provided.

IN WITNESS WHEREOF, GRANTOR and GRANTEE have caused this instrument to be executed as of the day and year first above written.

GRANTOR: DICKINSON PUBLIC SCHOOL DISTRICT

PRINTED NAME: Stephanie Hunter

TITLE: Business Manager

SIGNATURE: _____

DATE: 11-17-2026

STATE OF ND)
)ss.
COUNTY OF Stark)

On this 17th day of November, 2026, before me a notary public in and for said county and state, personally appeared Stephanie Hunter, an authorized representative of the DICKINSON PUBLIC SCHOOL DISTRICT, the Grantor described in and that executed the within and foregoing instrument, and acknowledged to me that said Grantor executed the same.

Naomi Obrigewitch
Notary Public

NAOMI OBRIGEWITCH
Notary Public
State of North Dakota
My Commission Expires May 7, 2030

My Commission Expires: May 7, 2030

GRANTEE: CITY OF DICKINSON, ND

PRINTED NAME: _____

TITLE: _____

SIGNATURE: _____

DATE: _____

STATE OF _____)
)ss.
COUNTY OF _____)

On this _____ day of _____, 2026, before me a notary public in and for said county and state, personally appeared _____, an authorized representative of the CITY OF DICKINSON, ND, the Grantee described in and that executed the within and foregoing instrument, and acknowledged to me that said Grantee executed the same.

_____
Notary Public_____

My Commission Expires: _____

ACCESS EASEMENT EXHIBIT

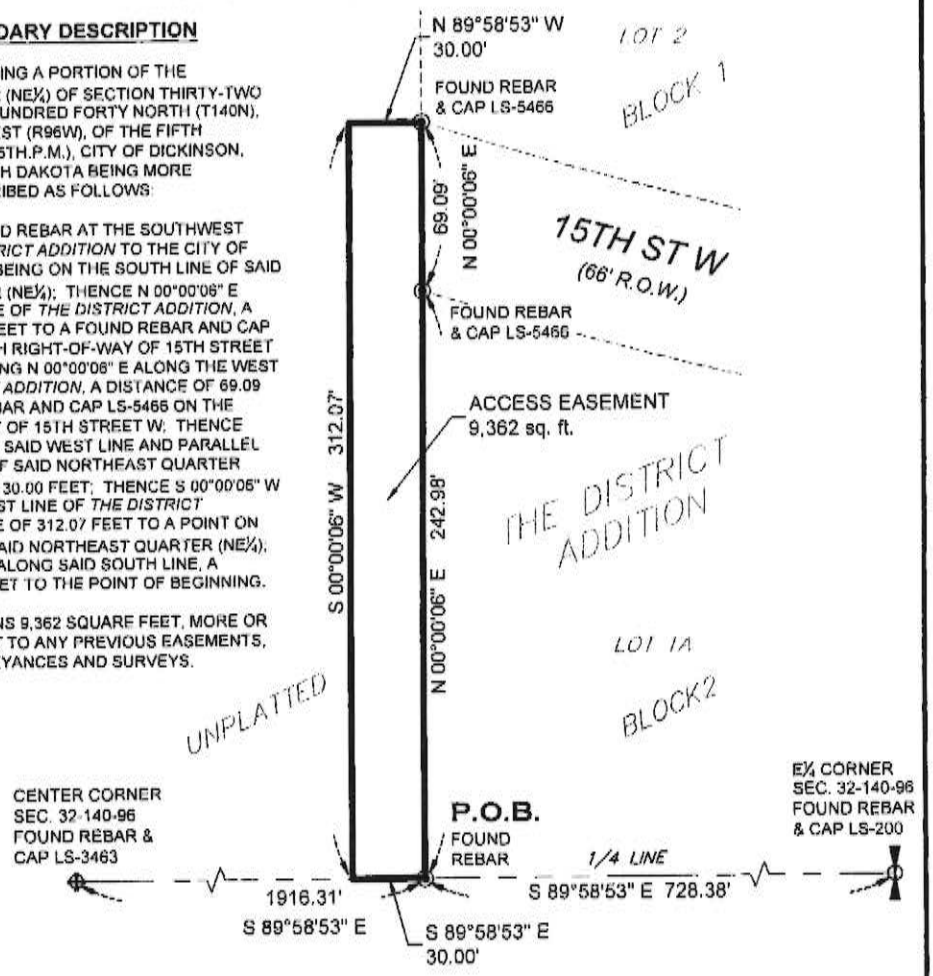
A PORTION OF THE NE¼ SECTION 32, T140N, R96W, 5th P.M.
CITY OF DICKINSON, STARK COUNTY, ND

EASEMENT BOUNDARY DESCRIPTION

A PARCEL OF LAND BEING A PORTION OF THE NORTHEAST QUARTER (NE¼) OF SECTION THIRTY-TWO (32), TOWNSHIP ONE HUNDRED FORTY NORTH (T140N), RANGE NINETY-SIX WEST (R96W), OF THE FIFTH PRINCIPAL MERIDIAN (5TH.P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A FOUND REBAR AT THE SOUTHWEST CORNER OF *THE DISTRICT ADDITION* TO THE CITY OF DICKINSON, ND ALSO BEING ON THE SOUTH LINE OF SAID NORTHEAST QUARTER (NE¼); THENCE N 00°00'06" E ALONG THE WEST LINE OF *THE DISTRICT ADDITION*, A DISTANCE OF 242.98 FEET TO A FOUND REBAR AND CAP LS-5466 ON THE SOUTH RIGHT-OF-WAY OF 15TH STREET W; THENCE CONTINUING N 00°00'06" E ALONG THE WEST LINE OF *THE DISTRICT ADDITION*, A DISTANCE OF 69.09 FEET TO A FOUND REBAR AND CAP LS-5466 ON THE NORTH RIGHT-OF-WAY OF 15TH STREET W; THENCE N 89°58'83" W LEAVING SAID WEST LINE AND PARALLEL SO THE SOUTH LINE OF SAID NORTHEAST QUARTER (NE¼), A DISTANCE OF 30.00 FEET; THENCE S 00°00'06" W PARALLEL TO THE WEST LINE OF *THE DISTRICT ADDITION*, A DISTANCE OF 312.07 FEET TO A POINT ON THE SOUTH LINE OF SAID NORTHEAST QUARTER (NE¼); THENCE S 89°58'83" E ALONG SAID SOUTH LINE, A DISTANCE OF 30.00 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 9,362 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.



SURVEY NOTES

1) DISTANCES SHOWN ARE MEASURED GROUND DISTANCES, INTERNATIONAL FOOT, DERIVED FROM A LOCAL COORDINATE SYSTEM.

2) SAID PROJECT HAS A CENTRAL MERIDIAN OF LATITUDE: 46°51'42.38098" / LONGITUDE: 102°47'24.24924". BEARINGS ARE BASED ON TRUE NORTH AT THIS LOCATION.



I, KC Homiston, Registered Professional Land Surveyor, LS-5466, do hereby certify that the survey plat shown hereon was made by me, or under my direction, and is true and correct to the the best of my knowledge and belief.

LEGEND

- EASEMENT BOUNDARY
- EXISTING LOT LINE
- QUARTER LINE
- FOUND PROPERTY CORNER
- FOUND CENTER SECTION CORNER
- FOUND QUARTER CORNER
- P.O.B. POINT OF BEGINNING





SCALE: 1" = 60'

SURVEY REQUESTED BY:	CITY OF DICKINSON		
PROJECT NUMBER:	261958	SCALE:	1"=60'
DRAWN BY:	AWS	DATE:	09/15/26
SHEET NUMBER:	1 of 1		

HIGHLANDS ENGINEERING
OFFICE: 701.483.2444
WWW.HIGHLANDSENG.COM

H:\261958\0_GENERAL SERVICES\DPS ACCESS EASEMENT\261958_DPS EASEMENT.DWG

LAST SAVED: 09/15/2026 2:25 PM BY SCHRANK

Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota **Assessment District** _____

County of Stark **Property I.D. No.** 41-1015-01000-200

Name Merlin Hotel Group LLC **Telephone No.** (763) 265-2322

Address 532 15TH ST W , DICKINSON, ND 58601

Legal description of the property involved in this application:

DAKOTA CROSSING SUB L2 B 1

Total true and full value of the property described above for the year 2025 **is:**

Land	$ 709,500
Improvements	$ 8,262,500
Total	$ 8,972,000 (1)

Total true and full value of the property described above for the year 2025 **should be:**

Land	$ 709,500
Improvements	$ 5,530,500
Total	$ 6,240,000 (2)

The difference of $ 2,732,000.00 **true and full value between (1) and (2) above is due to the following reason(s):**

- ☐ 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- ☑ 2. Residential or commercial property's true and full value exceeds the market value
- ☐ 3. Error in property description, entering the description, or extending the tax
- ☐ 4. Nonexisting improvement assessed
- ☐ 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- ☐ 6. Duplicate assessment
- ☐ 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- ☐ 8. Error in noting payment of taxes, taxes erroneously paid
- ☐ 9. Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application.
- ☐ 10. Other (explain) _____

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: $_____ Date of purchase: _____
   Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
   Was there personal property involved in the purchase price? _____ (yes/no) Estimated value: $_____
2. Has the property been offered for sale on the open market? _____ (yes/no). If yes, how long? _____
   Asking price: $_____ Terms of sale: _____
3. The property was independently appraised: _____ (yes/no) Purpose of appraisal: _____
   _____ Market value estimate: $_____
   Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is $_____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

Applicant asks that our application be considered and the requested reduction be made.

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) — Date: 10/16/2026 — Signature of Applicant — Date

24775
(2-2016)

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of _____

On _____, _____, the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

_____

_____

_____

Dated this _____ day of _____, _____.

_____
City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approved/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from $ _____ to $ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of $ _____. The Board accepts $ _____ in full settlement of taxes for the tax year _____.

We reject this application in whole or in part for the following reason(s). Written explanation of the rationale for the decision must be attached. _____

_____

_____

_____

Dated _____, _____

_____ _____
County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest?
				yes/no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioner are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

_____ _____
County Auditor Date

Application For Abatement Or Refund Of Taxes

Name of Applicant: Merlin Hotel Group LLC

County Auditor's File No.: 018-2026

Date Application Was Filed With The County Auditor: 10-26-26

Date County Auditor Mailed Application to Township Clerk or City Auditor: 10-28-26
(must be within five business days of filing date)

Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota **Assessment District** _____

County of Stark **Property I.D. No.** 41-1015-01000-200

Name Merlin Hotel Group LLC **Telephone No.** (763) 265-2322

Address 532 15TH ST W , DICKINSON, ND 58601

Legal description of the property involved in this application:

DAKOTA CROSSING SUB L2 B 1

Total true and full value of the property described above for the year 2025 **is:**

Land	$ 709,500
Improvements	$ 8,262,500
Total	$ 8,972,000 (1)

Total true and full value of the property described above for the year 2025 **should be:**

Land	$ 709,500
Improvements	$ 5,530,500
Total	$ 6,240,000 (2)

The difference of $ 2,732,000.00 **true and full value between (1) and (2) above is due to the following reason(s):**

- ☐ 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- ☑ 2. Residential or commercial property's true and full value exceeds the market value
- ☐ 3. Error in property description, entering the description, or extending the tax
- ☐ 4. Nonexisting improvement assessed
- ☐ 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- ☐ 6. Duplicate assessment
- ☐ 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- ☐ 8. Error in noting payment of taxes, taxes erroneously paid
- ☐ 9. Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application.
- ☐ 10. Other (explain) _____

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: $_____ Date of purchase: _____
   Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
   Was there personal property involved in the purchase price? _____ (yes/no) Estimated value: $_____
2. Has the property been offered for sale on the open market? _____ (yes/no). If yes, how long? _____
   Asking price: $_____ Terms of sale: _____
3. The property was independently appraised: _____ (yes/no) Purpose of appraisal: _____
   _____ Market value estimate: $_____
   Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is $_____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

Applicant asks that our application be considered and the requested reduction be made.

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) 9/16/2016 Date

Signature of Applicant Date

24775
(2-2016)

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of _____

On _____, _____, the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

_____

_____

_____

Dated this _____ day of _____, _____.

_____
City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approved/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from $ _____ to $ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of $ _____. The Board accepts $ _____ in full settlement of taxes for the tax year _____.

We reject this application in whole or in part for the following reason(s). Written explanation of the rationale for the decision must be attached. _____

_____

_____

_____

Dated _____, _____

_____ _____
County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest?
				yes/no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioner are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

_____ _____
County Auditor Date

Application For Abatement Or Refund Of Taxes

Name of Applicant: Merlin Hotel Group, LLC

County Auditor's File No.: 018-2026

Date Application Was Filed With The County Auditor: 10.26.26

Date County Auditor Mailed Application to Township Clerk or City Auditor: 10.28.26 (must be within five business days of filing date)

LETTER OF AUTHORIZATION
FOR PROPERTY TAX REPRESENTATION

Merlin Hotel Group LLC
Client

See attached list
Subject Property

All jurisdiction in the state of North Dakota
Jurisdiction / State

2024, 2025 and 2026
Year(s)

This letter authorizes Ryan, LLC and its affiliate, Ryan Tax Compliance Services, LLC to represent the above-named property as its property tax agent in the jurisdiction / state named above. This authorization includes, but is not limited to: filing property renditions or returns; signing and filing appeals; examining property tax records; and, appearances before the assessor, boards of equalization or review, or other governmental agencies responsible for the assessment of property.

If there are any questions concerning this authorization please contact the following:

Joe Stockman 507-995-3621 joe.stockman@ryan.com

A copy of any application or appeal attached to this authorization has been provided to the undersigned Client. A facsimile or scanned image of a signature below shall constitute an original signing of this authorization and the document containing the original signature will be submitted upon request.

This authorization shall remain effective as long as permitted by law or until revoked in writing by the owner. The person signing below certifies that they are a duly appointed officer, representative or agent of the owner and that they have the legal capacity to execute this authorization.

Client:

Kelly Urban	Kelly Urban	09/10/2026
Signature	Printed Name	Date

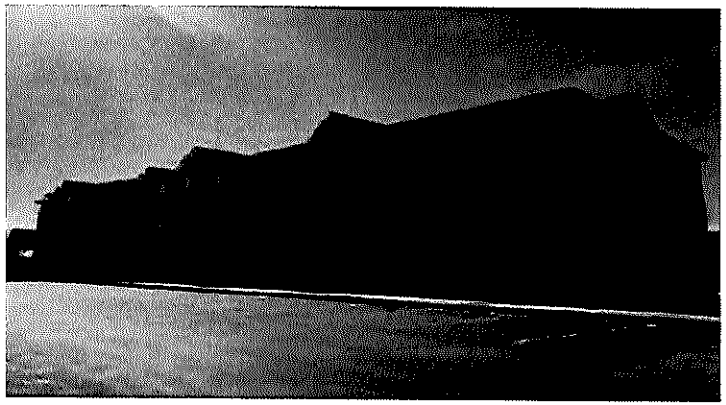
Finance Manger
Title

Company Name	Site Name	Site State	Site Address1	RE Parcel List	Site City	Assessor(s)
Merlin Hotel Group LLC	Days Inn Bismarck	ND	1300 E Capitol Ave	0322-002-030	Bismarck	Burleigh
Merlin Hotel Group LLC	Roosevelt Grand Dickinson Hotel	ND	532 15th Street W	1015-0100-0200	Dickinson	Dickinson
Merlin Hotel Group LLC	Roosevelt Hotel Williston	ND	1001 24th ST W	01-408-00-56-18-000	Williston	Williams

Ryan. Innovative Solutions to Taxing Problems

GENERAL INFORMATION

SITE NAME:	Roosevelt Grand Dickinson Hotel	
PROPERTY PARCEL(S):	1015-0100-0200	
YEARS UNDER APPEAL:	2025, 2026	
ADDRESS:	532 15th St W	
JURISDICTION:	Dickinson City	
LAND:	5.46	Acres
BUILDING:		
Rooms:	192	
YR. BUILT:	1979	
PROPERTY USE:	Hospitality - Hotel	



COUNTY'S VALUATION

	2025/Pay 2026		2026/Pay 2027	
	LAND:	$709,500	**LAND:**	$709,500
	IMPROVEMENT:	$8,262,500	**IMPROVEMENT:**	$9,161,200
	TOTAL:	**$8,972,000**	**TOTAL:**	**$9,870,700**
	PER ROOM:	$46,729	**PER ROOM:**	$51,410
CONCLUSION OF VALUE				
Settlement Offer	Indicated Value	Per Room	Indicated Value	Per Room
	$6,240,000	**$32,500**	**$6,240,000**	**$32,500**

SUPPORTING DOCUMENTS

We have included the following documents in support of our appeal:

Market Income & Expense Analysis	2024 STR Report
Sales Comparison Analysis	2025 STR Report
2022 Appraisal Excerpts	2026 STR Report

Notes:
The subject property is operating as the Roosevelt Grand Dakota Hotel, a SureStay property under the Best Western flag. Built in 1979, the property operates as an economy hotel brand. The assessment for the subject property increased by 85% from 2024 to 2025, while we are not aware of any recent improvements to the property. The large year over year increase to an assessed value of $47,000 per room does not appear to be supported by the market. Upon reconciliation of the 2022 appraisal, proxy rent income analysis, market income analysis, sales comps, and uniformity, we believe a market value of $32,500 per room is supported.

INCOME AND EXPENSE STATEMENT

Roosevelt Grand Dickinson Hotel
532 15th St W
Dickinson
1015-0100-0200

Rooms	192		
Assessment Year		1/2/2025	1/2/2026
Occupancy		31.60%	29.40%
ADR		$105.63	$105.84
RevPar		$33.38	$31.12

	2024 Year End	2025 Year End
INCOME		
Rooms Revenue	2,343,005	2,202,852
Food & Beverage Revenue	1,031,570	925,081
Other Operated Revenue	85,180	79,926
EFFECTIVE GROSS INCOME	3,459,755	3,207,859
EXPENSES		
Rooms Expenses	531,351	467,175
Food & Beverage Expenses	602,365	477,101
Other Operating Expenses	1,106,045	1,009,111
Franchise + Management	199,884	199,723
Reserves (4%)	138,390	128,314
TOTAL EXPENSES	2,578,035	2,281,425
NET OPERATING INCOME	881,720	926,434
Capitalization Rate	11.00%	11.00%
Tax Rate	1.30%	1.30%
Loaded Capitalization Rate	12.30%	12.30%
Indicated Value	$7,168,000	$7,532,000
Less: Personal Property ($2,500/Key)	$480,000	$480,000
Adjusted Indicated Value	**$6,688,000**	**$7,052,000**
Per Room	$34,833	$36,729
Assessed Value	$8,972,000	$9,870,700
Per Room	$46,729	$51,410

INCOME AND EXPENSE STATEMENT - PROXY RENT METHOD

Roosevelt Grand Dickinson Hotel
532 15th St W
Dickinson
1015-0100-0200

Rooms	192		
Assessment Year		1/2/2025	1/2/2026
Occupancy		31.60%	29.40%
ADR		$105.63	$105.84
RevPar		$33.38	$31.12
		2024 Year End	**2025 Year End**
INCOME			
Rooms Revenue		2,343,005	2,202,852
Food & Beverage Revenue		103,157	92,508
Other Operated Revenue		85,180	79,926
EFFECTIVE GROSS INCOME		2,531,342	2,375,286
EXPENSES			
Rooms Expenses		531,351	467,175
Food & Beverage Expenses		60,237	47,710
Other Operating Expenses		1,106,045	1,009,111
Franchise + Management Fees		199,884	199,723
Reserves (4%)		101,254	95,011
TOTAL EXPENSES		1,998,770	1,818,731
NET OPERATING INCOME		532,572	556,555
Capitalization Rate		11.00%	11.00%
Tax Rate		1.30%	1.30%
Loaded Capitalization Rate		12.30%	12.30%
Indicated Value		$4,330,000	$4,525,000
Less: Personal Property ($2,500/Key)		$480,000	$480,000
Adjusted Indicated Value		**$3,850,000**	**$4,045,000**
Per Room		$20,052	$21,068
Assessed Value		$8,972,000	$9,870,700
Per Room		$46,729	$51,410

Roosevelt Grand Dickinson Hotel
Market Pro Forma

Property Summary	
Site Address:	532 15th St W
Parcel Number:	1015-0100-0200
Description:	Hospitality - Hotel
Rooms:	192

Assumptions			
Rooms Available	ADR	Occupancy	RevPar
70,080	$90.00	53.0%	$47.70

	Pro Forma		Per Key
Revenue			
Potential Gross Income - Room Revenue	$6,307,200		$32,850
Vacancy & Collection Loss	$2,964,384	47.0%	$15,440
Room Revenue	$3,342,816	67.5%	$17,411
Food and Beverage	$1,485,696	30.0%	$7,738
Other Operated	$123,808	2.5%	$645
Effective Gross Income	$4,952,320	100%	$25,793
Expenses		% DR	Per Key
Rooms Expenses	$1,002,845	30.0%	$5,223
F&B Expenses	$965,702	65.0%	$5,030
Other Operated Expenses	$80,475	65.0%	$419
Departmental Profit	$2,903,298	58.6%	$15,121
Undistributed Expenses		% EGI	Per Key
Operating Expenses	$1,733,312	35.0%	$9,028
Management Fee	$148,570	3.0%	$774
Reserves for Replacement	$198,093	4.0%	$1,032
Total Undistributed Expenses	$2,079,974	42.0%	$10,833
Net Operating Income	$823,323	16.6%	$4,288
Capitalization Rate	11.00%		
Effective Tax Rate	1.30%		
Loaded Capitalization Rate	12.30%		
Indicated Overall Site Value	$6,693,412		$34,862
Adjustment Factor:			
Less: PP $2,500/Key	$480,000		
Indicated Real Estate Value:	$6,213,000		$32,359
2025 Pay 2026 Assessment	$8,972,000		$46,729

Roosevelt Grand Dickinson Hotel
Market Pro Forma

Property Summary	
Site Address:	532 15th St W
Parcel Number:	1015-0100-0200
Description:	Hospitality - Hotel
Rooms:	192

Assumptions

Rooms Available	ADR	Occupancy	RevPar
70,080	$91.00	52.0%	$47.32

	Pro Forma		Per Key
Revenue			
Potential Gross Income - Room Revenue	$6,377,280		$33,215
Vacancy & Collection Loss	$3,061,094	48.0%	$15,943
Room Revenue	$3,316,186	67.5%	$17,272
Food and Beverage	$1,473,860	30.0%	$7,676
Other Operated	$122,822	2.5%	$640
Effective Gross Income	$4,912,868	100%	$25,588
Expenses		% DR	Per Key
Rooms Expenses	$994,856	30.0%	$5,182
F&B Expenses	$958,009	65.0%	$4,990
Other Operated Expenses	$79,834	65.0%	$416
Departmental Profit	$2,880,169	58.6%	$15,001
Undistributed Expenses		% EGI	Per Key
Operating Expenses	$1,719,504	35.0%	$8,956
Management Fee	$147,386	3.0%	$768
Reserves for Replacement	$196,515	4.0%	$1,024
Total Undistributed Expenses	$2,063,404	42.0%	$10,747
Net Operating Income	$816,764	16.6%	$4,254
Capitalization Rate	11.00%		
Effective Tax Rate	1.30%		
Loaded Capitalization Rate	12.30%		
Indicated Overall Site Value	$6,640,090		$34,584
Adjustment Factor:			
Less: PP $2,500/Key	$480,000		
Indicated Real Estate Value:	$6,160,000		$32,083
2026 Pay 2027 Assessment	$9,870,700		$51,410

ND Hotel Cap Rates

Property Name	Property Address	Property County	Year Built	nber of Ro	Sale Price	Price Per Room	Actual Cap Rate	Sale Date
Microtel Inn & Suites by Wyndham Stanley	901 Jarad St	Mountrail	2012	79	$4,091,000	$51,785	10.50	6/17/2025
Cobblestone Hotel & Suites Devils Lake	1801 Highway 2 E	Ramsey	2016	65	$4,600,000	$70,769	10.25	12/26/2024
TownePlace Suites Dickinson	240 29th St W	Stark	2016	90	$9,500,000	$105,556	10.00	10/17/2024
Microtel Inn & Suites by Wyndham West Fargo	705 23rd Ave E	Cass	2015	88	$5,700,000	$64,773	8.60	4/17/2024
La Quinta Inn & Suites by Wyndham Dickinson	552 12th St W	Stark	2012	79	$4,400,000	$55,696	8.88	4/16/2024
Average						*$69,716*	*9.65*	

ND Sales Comparables

Property Name	Address	City	Year Built	Rooms	Sale Price	Price Per Room	Sale Date	Scale
Biltmore Hotel & Suites 132	3800 Main Ave	Fargo	1959	131	$5,035,200	$38,437	8/30/2024	Independent
Rodeway Inn	2202 University Dr S	Fargo	1972	92	$2,905,000	$31,576	12/19/2024	Inependent
AmericInn by Wyndham Grand Forks	1820 S Columbia Rd	Grand Forks	1997	56	$2,970,000	$53,036	3/31/2024	Midscale
Baymont by Wyndham Jamestown	507 25th St SW	Jamestown	1973	115	$3,020,000	$26,261	2/29/2024	Midscale
Best Western Harvest Inn & Suites Grand Forks	3350 32nd Ave S	Grand Forks	1989	85	$3,600,000	$42,353	11/25/2025	Midscale
Baymont by Wyndham Dickinson	3233 Legend Dr	Dicksinson	2013	124	$3,500,000	$28,226	11/8/2024	Midscale
AmericInn by Wyndham Dickinson	229 15th Street W	Dicksinson	1996	45	$1,950,000	$43,333	10/17/2024	Midscale
Mainstay Suites Minot	1212 31st Ave Sw	Minot	2010	75	$1,972,500	$26,300	10/23/2025	Midscale
Average						*$36,190*		

*Note: going-concern price per room

Uniformity - Dickinson STR Camp Set

Property Name	Address	City	Year Built	Rooms	Scale	2024 AV	Per Room	2025 AV	Per Room	24/25 YoY%
My Place Hotel-Dickinson, ND	2431 3rd Ave W	Dickinson	2012	64	Midscale	$1,636,400	$25,569	$2,568,100	$40,127	57%
Microtel Inn & Suites by Wyndham Dickinson	1597 6th Ave W	Dickinson	2011	79	Economy	$1,646,500	$20,842	$2,890,900	$36,594	76%
AmericInn by Wyndham Dickinson	229 15th St W	Dickinson	1996	45	Midscale	$1,033,500	$22,967	$1,575,000	$35,000	52%
Red Roof Inn & Suites Dickinson	165 26th St W	Dickinson	2012	101	Economy	$2,010,100	$19,902	$3,580,700	$35,452	78%
Baymont by Wyndham Dickinson	3233 Legend Dr	Dickinson	2013	117	Midscale	$3,085,000	$26,368	$4,843,800	$41,400	57%
Average							*$23,129*		*$37,715*	*64%*

Tab 3 - STAR Summary - My Property vs. Comp Set and Industry Segments - Performance Set

Currency USD - U.S. Dollar

Roosevelt Grand Dakota, SureStay Collection 532 15th St W Dickinson, ND 58601 United States Phone: 7014835600

Property ID: 327 ChainID: 35041 Operator: Roosevelt Grand Dakota, SureStay Collection Owner: Radha Aggarwal

For the Month of: January 2024 Date Created: June 13, 2025 Monthly Competitive Set Data Excludes Subject Property

Occupancy (%)

	Current Month	% Chg	Year to Date	% Chg	Running 3 Month	% Chg	Running 12 Month	% Chg
Roosevelt Grand Dakota, SureStay Collection	22.1	-6.3	22.1	-6.3	21.3	5.8	30.4	4.5
Market: North Dakota USA	44.6	2.1	44.6	2.1	47.1	3.8	57.7	6.4
MarketClass: Economy	35.1	5.1	35.1	5.1	38.3	5.4	48.4	10.4
Submarket: North Dakota Area	42.4	5.8	42.4	5.8	44.5	7.3	54.3	8.5
SubmarketCollapsedScale: Economy Chain	33.4	2.3	33.4	2.3	35.9	7.9	44.3	10.8
Competitive Set: Competitors	30.0	-24.8	30.0	-24.8	34.5	-13.8	51.1	1.4

Supply

	Month % Chg	YTD % Chg	Run 3 Mon % Chg	Run 12 Mon % Chg
Roosevelt Grand Dakota, SureStay Collection	0.0	0.0	4.5	1.7
Market: North Dakota USA	-0.5	-0.5	-0.5	-0.3
MarketClass: Economy	-2.2	-2.2	-1.9	-1.2
Submarket: North Dakota Area	-0.9	-0.9	-0.9	-0.6
SubmarketCollapsedScale: Economy Chain	-4.7	-4.7	-4.7	-0.4
Competitive Set: Competitors	0.0	0.0	0.0	0.0

Average Daily Rate

	Current Month	% Chg	Year to Date	% Chg	Running 3 Month	% Chg	Running 12 Month	% Chg
Roosevelt Grand Dakota, SureStay Collection	97.00	13.9	97.00	13.9	90.35	9.8	97.18	14.5
Market: North Dakota USA	94.38	5.2	94.38	5.2	94.24	6.4	98.97	9.0
MarketClass: Economy	68.10	6.5	68.10	6.5	68.28	7.2	73.85	11.6
Submarket: North Dakota Area	88.30	4.6	88.30	4.6	87.50	5.4	92.92	9.0
SubmarketCollapsedScale: Economy Chain	62.07	0.0	62.07	0.0	62.49	2.1	69.70	11.0
Competitive Set: Competitors	79.22	12.1	79.22	12.1	76.68	7.8	86.54	11.5

Demand

	Month % Chg	YTD % Chg	Run 3 Mon % Chg	Run 12 Mon % Chg
Roosevelt Grand Dakota, SureStay Collection	-6.3	-6.3	10.6	6.3
Market: North Dakota USA	1.6	1.6	3.2	6.0
MarketClass: Economy	2.7	2.7	3.4	9.0
Submarket: North Dakota Area	4.9	4.9	6.3	7.9
SubmarketCollapsedScale: Economy Chain	-2.5	-2.5	2.8	10.3
Competitive Set: Competitors	-24.8	-24.8	-13.8	1.4

RevPAR

	Current Month	% Chg	Year to Date	% Chg	Running 3 Month	% Chg	Running 12 Month	% Chg
Roosevelt Grand Dakota, SureStay Collection	21.48	6.7	21.48	6.7	19.20	16.1	29.58	19.7
Market: North Dakota USA	42.12	7.5	42.12	7.5	44.40	10.4	57.15	16.0
MarketClass: Economy	23.94	11.9	23.94	11.9	26.16	13.0	35.72	23.2
Submarket: North Dakota Area	37.44	10.7	37.44	10.7	38.92	13.0	50.46	18.3
SubmarketCollapsedScale: Economy Chain	20.73	2.3	20.73	2.3	22.42	10.2	30.90	23.0
Competitive Set: Competitors	23.80	-15.7	23.80	-15.7	26.43	-7.1	44.24	13.0

Revenue

	Month % Chg	YTD % Chg	Run 3 Mon % Chg	Run 12 Mon % Chg
Roosevelt Grand Dakota, SureStay Collection	6.7	6.7	21.4	21.7
Market: North Dakota USA	6.9	6.9	9.8	15.6
MarketClass: Economy	9.4	9.4	10.8	21.7
Submarket: North Dakota Area	9.7	9.7	12.1	17.6
SubmarketCollapsedScale: Economy Chain	-2.5	-2.5	5.0	22.5
Competitive Set: Competitors	-15.7	-15.7	-7.1	13.0

Census/Sample - Properties & Rooms

	Census		Sample		Sample %
	Properties	Rooms	Properties	Rooms	Rooms
Market: North Dakota USA	339	25170	194	17344	69
MarketClass: Economy	157	9291	52	4259	46
Submarket: North Dakota Area	237	16006	110	9456	59
SubmarketCollapsedScale: Economy Chain	33	2577	29	2321	90
Competitive Set: Competitors	5	458	5	458	100

Tab 3 - STAR Summary - My Property vs. Comp Set and Industry Segments - Performance Set

Currency USD - U.S. Dollar

Roosevelt Grand Dakota, SureStay Collection 532 15th St W Dickinson, ND 58601 United States Phone: 7014835600

Property ID: 327 ChainID: 35041 Operator: Roosevelt Grand Dakota, SureStay Collection Owner: Radha Aggarwal

For the Month of: January 2025 Date Created: June 13, 2025 Monthly Competitive Set Data Excludes Subject Property

Occupancy (%)

	Current Month	% Chg	Year to Date	% Chg	Running 3 Month	% Chg	Running 12 Month	% Chg
Roosevelt Grand Dakota, SureStay Collection	22.2	0.5	22.2	0.5	21.0	-1.1	31.6	3.7
Market: North Dakota USA	44.1	-1.1	44.1	-1.1	45.0	-4.6	57.7	0.0
MarketClass: Economy	33.4	-5.0	33.4	-5.0	35.2	-8.3	47.6	-1.6
Submarket: North Dakota Area	41.5	-2.0	41.5	-2.0	42.6	-4.3	54.9	1.1
SubmarketCollapsedScale: Economy Chain	33.2	-0.5	33.2	-0.5	37.0	3.2	47.1	6.2
Competitive Set: Competitors	31.4	4.6	31.4	4.6	33.1	-3.9	52.9	3.6

Supply

Month % Chg	YTD % Chg	Run 3 Mon % Chg	Run 12 Mon % Chg
0.0	0.0	0.0	0.3
-1.0	-1.0	-1.1	-0.9
-2.8	-2.8	-3.4	-3.0
-1.6	-1.6	-1.8	-1.4
-11.3	-11.3	-8.1	-4.9
0.0	0.0	0.0	0.0

Average Daily Rate

	Current Month	% Chg	Year to Date	% Chg	Running 3 Month	% Chg	Running 12 Month	% Chg
Roosevelt Grand Dakota, SureStay Collection	100.18	3.3	100.18	3.3	93.18	3.1	105.63	8.7
Market: North Dakota USA	102.71	8.8	102.71	8.8	99.69	5.8	105.46	6.6
MarketClass: Economy	73.57	8.0	73.57	8.0	71.99	5.4	79.14	7.2
Submarket: North Dakota Area	95.43	8.1	95.43	8.1	92.71	6.0	98.22	5.7
SubmarketCollapsedScale: Economy Chain	71.50	15.2	71.50	15.2	68.48	9.6	72.22	3.6
Competitive Set: Competitors	79.90	0.9	79.90	0.9	80.44	4.9	90.34	4.4

Demand

Month % Chg	YTD % Chg	Run 3 Mon % Chg	Run 12 Mon % Chg
0.5	0.5	-1.1	4.0
-2.1	-2.1	-5.7	-0.9
-7.7	-7.7	-11.4	-4.6
-3.6	-3.6	-6.0	-0.4
-11.8	-11.8	-5.2	1.0
4.6	4.6	-3.9	3.6

RevPAR

	Current Month	% Chg	Year to Date	% Chg	Running 3 Month	% Chg	Running 12 Month	% Chg
Roosevelt Grand Dakota, SureStay Collection	22.28	3.7	22.28	3.7	19.59	2.0	33.35	12.7
Market: North Dakota USA	45.32	7.6	45.32	7.6	44.82	0.9	60.88	6.5
MarketClass: Economy	24.55	2.6	24.55	2.6	25.31	-3.3	37.65	5.4
Submarket: North Dakota Area	39.63	5.9	39.63	5.9	39.46	1.4	53.90	6.8
SubmarketCollapsedScale: Economy Chain	23.77	14.6	23.77	14.6	25.35	13.0	34.00	10.0
Competitive Set: Competitors	25.11	5.5	25.11	5.5	26.65	0.8	47.82	8.1

Revenue

Month % Chg	YTD % Chg	Run 3 Mon % Chg	Run 12 Mon % Chg
3.7	3.7	2.0	13.1
6.5	6.5	-0.2	5.6
-0.3	-0.3	-6.6	2.3
4.2	4.2	-0.4	5.3
1.6	1.6	3.8	4.6
5.5	5.5	0.8	8.1

Census/Sample - Properties & Rooms

	Census		Sample		Sample %
	Properties	Rooms	Properties	Rooms	Rooms
Market: North Dakota USA	335	24914	195	17478	70
MarketClass: Economy	153	9028	50	4105	45
Submarket: North Dakota Area	233	15751	111	9602	61
SubmarketCollapsedScale: Economy Chain	30	2285	27	2126	93
Competitive Set: Competitors	5	458	5	458	100

Tab 3 - STAR Summary - My Property vs. Comp Set and Industry Segments - Performance Set

Currency USD - U.S. Dollar (Historical)

Roosevelt Grand Dakota, SureStay Collection 532 15th St W Dickinson, ND 58601 United States Phone: 7014835600

STR ID: 327 ChainID: 35041 Operator: Roosevelt Grand Dakota, SureStay Collection Owner: Radha Aggarwal

For the Month of: January 2026 Date Created: October 06, 2026 Monthly Competitive Set Data Excludes Subject Property

Occupancy (%)

	Current Month	% Chg	Year to Date	% Chg	Running 3 Month	% Chg	Running 12 Month	% Chg
Roosevelt Grand Dakota, SureStay Collection	22.1	-0.5	22.1	-0.5	20.8	-0.9	29.4	-7.0
Market: North Dakota USA	43.9	-0.4	43.9	-0.4	44.6	-0.8	55.4	-3.9
MarketClass: Economy	33.9	1.3	33.9	1.3	36.0	2.2	46.3	-2.6
Submarket: North Dakota Area	40.6	-2.1	40.6	-2.1	41.8	-1.5	53.1	-3.0
SubmarketCollapsedScale: Economy Chain	32.7	-1.8	32.7	-1.8	34.4	-6.4	45.0	-4.1
Competitive Set: Competitors	32.7	3.9	32.7	3.9	37.0	11.9	51.9	-1.9

Supply

	Month % Chg	YTD % Chg	Run 3 Mon % Chg	Run 12 Mon % Chg
Roosevelt Grand Dakota, SureStay Collection	0.0	0.0	0.0	-0.3
Market: North Dakota USA	-0.3	-0.3	-0.5	-0.6
MarketClass: Economy	0.9	0.9	0.9	-0.4
Submarket: North Dakota Area	0.0	0.0	-0.3	-0.8
SubmarketCollapsedScale: Economy Chain	2.9	2.9	-1.2	-6.0
Competitive Set: Competitors	0.0	0.0	0.0	0.0

Average Daily Rate

	Current Month	% Chg	Year to Date	% Chg	Running 3 Month	% Chg	Running 12 Month	% Chg
Roosevelt Grand Dakota, SureStay Collection	100.96	0.8	100.96	0.8	87.93	-5.6	105.84	0.2
Market: North Dakota USA	106.53	3.8	106.53	3.8	103.49	4.0	108.32	2.9
MarketClass: Economy	75.02	1.7	75.02	1.7	74.16	2.6	79.95	0.6
Submarket: North Dakota Area	99.05	4.1	99.05	4.1	96.99	4.9	101.91	4.2
SubmarketCollapsedScale: Economy Chain	73.22	1.9	73.22	1.9	73.14	6.3	78.97	8.6
Competitive Set: Competitors	79.87	0.0	79.87	0.0	78.58	-2.3	91.15	0.9

Demand

	Month % Chg	YTD % Chg	Run 3 Mon % Chg	Run 12 Mon % Chg
Roosevelt Grand Dakota, SureStay Collection	-0.5	-0.5	-0.9	-7.2
Market: North Dakota USA	-0.7	-0.7	-1.2	-4.5
MarketClass: Economy	2.2	2.2	3.1	-3.0
Submarket: North Dakota Area	-2.1	-2.1	-1.8	-3.8
SubmarketCollapsedScale: Economy Chain	1.0	1.0	-7.5	-9.9
Competitive Set: Competitors	3.9	3.9	11.9	-1.9

RevPAR

	Current Month	% Chg	Year to Date	% Chg	Running 3 Month	% Chg	Running 12 Month	% Chg
Roosevelt Grand Dakota, SureStay Collection	22.36	0.3	22.36	0.3	18.32	-6.5	31.09	-6.8
Market: North Dakota USA	46.82	3.4	46.82	3.4	46.16	3.2	60.03	-1.1
MarketClass: Economy	25.46	3.0	25.46	3.0	26.70	4.8	37.00	-2.1
Submarket: North Dakota Area	40.23	1.9	40.23	1.9	40.56	3.3	54.13	1.1
SubmarketCollapsedScale: Economy Chain	23.97	0.1	23.97	0.1	25.15	-0.5	35.50	4.2
Competitive Set: Competitors	26.09	3.9	26.09	3.9	29.11	9.3	47.33	-1.0

Revenue

	Month % Chg	YTD % Chg	Run 3 Mon % Chg	Run 12 Mon % Chg
Roosevelt Grand Dakota, SureStay Collection	0.3	0.3	-6.5	-7.0
Market: North Dakota USA	3.1	3.1	2.7	-1.7
MarketClass: Economy	3.9	3.9	5.8	-2.5
Submarket: North Dakota Area	1.8	1.8	3.0	0.2
SubmarketCollapsedScale: Economy Chain	3.0	3.0	-1.7	-2.1
Competitive Set: Competitors	3.9	3.9	9.3	-1.0

Census/Sample - Properties & Rooms

	Census		Sample		Sample %
	Properties	Rooms	Properties	Rooms	Rooms
Market: North Dakota USA	331	24931	192	17224	69
MarketClass: Economy	149	8917	50	3999	45
Submarket: North Dakota Area	231	15886	110	9440	59
SubmarketCollapsedScale: Economy Chain	32	2458	28	2238	91
Competitive Set: Competitors	5	458	5	458	100

Appendix

UPSCALE & UPPER MIDSCALE PERFORMANCE

	Occupancy		ADR		RevPAR	
Year	Percent	% Change	Per Room	% Change	Per Room	% Change
2030						
2029						
2028						
2027						
2026						
YTD	66.3%	2.2%	$138.17	5.8%	$91.63	8.1%
2025	63.6%	-4.8%	$130.19	2.9%	$82.86	-2.0%
2024	66.8%	0.3%	$126.54	6.6%	$84.57	6.9%
2023	66.7%	5.0%	$118.72	10.3%	$79.13	15.8%
2022	63.5%	12.2%	$107.64	12.0%	$68.32	25.6%
2021	56.6%	35.2%	$96.15	10.1%	$54.38	48.9%
2020	41.8%	-32.6%	$87.33	-10.9%	$36.52	-40.0%
2019	62.0%	3.2%	$98.04	1.5%	$60.82	4.7%
2018	60.1%	2.0%	$96.62	0%	$58.07	2.0%
2017	58.9%	0.1%	$96.57	-3.3%	$56.91	-3.2%
2016	58.9%	-7.6%	$99.84	-7.8%	$58.78	-14.7%

MIDSCALE & ECONOMY PERFORMANCE

	Occupancy		ADR		RevPAR	
Year	Percent	% Change	Per Room	% Change	Per Room	% Change
2030						
2029						
2028						
2027						
2026						
YTD	49.6%	-1.8%	$95.85	6.6%	$47.50	4.7%
2025	50.3%	-3.7%	$89.17	2.2%	$44.90	-1.5%
2024	52.3%	-0.3%	$87.25	5.3%	$45.60	5.1%
2023	52.4%	8.0%	$82.84	8.8%	$43.40	17.5%
2022	48.5%	10.5%	$76.13	9.8%	$36.95	21.3%
2021	43.9%	17.6%	$69.35	11.3%	$30.46	30.9%
2020	37.4%	-25.2%	$62.30	-7.9%	$23.27	-31.1%
2019	49.9%	8.2%	$67.62	0.5%	$33.75	8.8%
2018	46.1%	1.8%	$67.27	-2.0%	$31.03	-0.2%
2017	45.3%	-3.8%	$68.66	-3.4%	$31.10	-7.1%
2016	47.1%	-8.6%	$71.10	-12.0%	$33.47	-19.5%

© 2026 CoStar Group - Licensed to Ryan LLC - 1494530

Projection of RevPAR

We calculated both the market's and the subject property's RevPAR using the projected occupancy and average room rates presented previously. These RevPAR levels are illustrated in the following table.

RevPAR Projection

Year	Market-wide Hotel RevPAR	Change	Subject Property RevPAR	Change	RevPAR Penetration
2018	$31.58	—	$31.33	—	99.2 %
2019	34.78	10.1 %	27.86	-11.1 %	80.1
2020	21.82	-37.3	12.31	-55.8	56.4
2021	28.08	28.7	16.63	35.0	59.2
Year To Date, Ending Jan (STAR Competitive Set, with Subject Property)					
2021	$11.01	—	$7.21	—	54.5
2022	20.19	83.3 %	17.58	143.9	81.0
Calendar Year Forecast					
2022	$36.40	29.6 % *	$28.39	70.8 % *	78.0 %
2023	41.24	13.3	35.05	23.5	85.0
2024	43.75	6.1	38.50	9.8	88.0
2025	45.06	3.0	39.65	3.0	88.0
2026	46.41	3.0	40.84	3.0	88.0

** Percent change compared to prior calendar year.*

Summary of Forecast

The following occupancies and average rates will be used to project the subject property's rooms revenue; this forecast begins on April 1, 2022, (calendar years have been converted to fiscal years when applicable) and corresponds with our financial projections.

Ten-Year Forecast of Revenue and Expense

	2022/23		2023/24		2024/25		2025/26		2026/27		2027/28		2028/29		2029/30		2030/31		2031/32	
Number of Rooms:	192		192		192		192		192		192		192		192		192		192	
Occupied Rooms:	24,528		28,032		29,434		29,434		29,434		29,434		29,434		29,434		29,434		29,434	
Occupancy:	35%		40%		42%		42%		42%		42%		42%		42%		42%		42%	
Average Rate:	$86.12	% of	$88.70	% of	$91.37	% of	$94.11	% of	$96.93	% of	$99.84	% of	$102.83	% of	$105.92	% of	$109.10	% of	$112.37	% of
RevPAR:	$30.14	Gross	$35.48	Gross	$38.37	Gross	$39.52	Gross	$40.71	Gross	$41.93	Gross	$43.19	Gross	$44.49	Gross	$45.82	Gross	$47.19	Gross
OPERATING REVENUE																				
Rooms	$2,112	68.0 %	$2,487	66.1 %	$2,689	61.4 %	$2,770	61.4 %	$2,853	61.4 %	$2,939	61.4 %	$3,027	61.4 %	$3,118	61.4 %	$3,211	61.4 %	$3,307	61.4 %
Food & Beverage	930	30.0	1,210	32.2	1,618	37.0	1,666	37.0	1,716	37.0	1,768	37.0	1,821	37.0	1,875	37.0	1,932	37.0	1,989	37.0
Other Operated Departments	23	0.7	24	0.6	26	0.6	26	0.6	27	0.6	28	0.6	29	0.6	30	0.6	31	0.6	31	0.6
Miscellaneous Income	39	1.3	42	1.1	44	1.0	45	1.0	47	1.0	48	1.0	50	1.0	51	1.0	53	1.0	54	1.0
Total Operating Revenue	3,104	100.0	3,764	100.0	4,376	100.0	4,508	100.0	4,643	100.0	4,783	100.0	4,926	100.0	5,074	100.0	5,226	100.0	5,382	100.0
DEPARTMENTAL EXPENSES*																				
Rooms	665	31.5	802	32.3	844	31.4	869	31.4	895	31.4	922	31.4	950	31.4	978	31.4	1,007	31.4	1,038	31.4
Food & Beverage	794	85.3	893	73.8	1,032	63.8	1,063	63.8	1,095	63.8	1,128	63.8	1,162	63.8	1,196	63.8	1,232	63.8	1,269	63.8
Other Operated Departments	14	62.5	15	60.8	15	60.1	16	60.1	16	60.1	17	60.1	17	60.1	18	60.1	18	60.1	19	60.1
Total	1,472	47.4	1,711	45.5	1,891	43.2	1,948	43.2	2,006	43.2	2,066	43.2	2,128	43.2	2,192	43.2	2,258	43.2	2,326	43.2
DEPARTMENTAL INCOME	1,632	52.6	2,053	54.5	2,485	56.8	2,560	56.8	2,637	56.8	2,716	56.8	2,798	56.8	2,882	56.8	2,968	56.8	3,056	56.8
UNDISTRIBUTED OPERATING EXPENSES																				
Administrative & General	351	11.3	432	11.5	499	11.4	514	11.4	530	11.4	545	11.4	562	11.4	579	11.4	596	11.4	614	11.4
Info. and Telecom. Systems	77	2.5	82	2.2	88	2.0	90	2.0	93	2.0	96	2.0	99	2.0	102	2.0	105	2.0	108	2.0
Marketing	137	4.4	147	3.9	156	3.6	161	3.6	165	3.6	170	3.6	175	3.6	181	3.6	186	3.6	192	3.6
Franchise Fee	169	5.4	199	5.3	215	4.9	222	4.9	228	4.9	235	4.9	242	4.9	249	4.9	257	4.9	265	4.9
Prop. Operations & Maint.	151	4.9	176	4.7	187	4.3	192	4.3	198	4.3	204	4.3	210	4.3	217	4.3	223	4.3	230	4.3
Utilities	239	7.7	256	6.8	272	6.2	280	6.2	288	6.2	297	6.2	306	6.2	315	6.2	324	6.2	334	6.2
Total	1,124	36.2	1,291	34.4	1,416	32.4	1,459	32.4	1,503	32.4	1,548	32.4	1,594	32.4	1,642	32.4	1,691	32.4	1,742	32.4
GROSS OPERATING PROFIT	508	16.4	762	20.1	1,069	24.4	1,101	24.4	1,134	24.4	1,169	24.4	1,203	24.4	1,240	24.4	1,276	24.4	1,314	24.4
Management Fee	93	3.0	113	3.0	131	3.0	135	3.0	139	3.0	143	3.0	148	3.0	152	3.0	157	3.0	161	3.0
INCOME BEFORE NON-OPER. INC. & EXP.	415	13.4	649	17.1	938	21.4	966	21.4	995	21.4	1,025	21.4	1,056	21.4	1,088	21.4	1,120	21.4	1,153	21.4
NON-OPERATING INCOME AND EXPENSE																				
Property Taxes	61	2.0	63	1.7	65	1.5	67	1.5	69	1.5	71	1.5	73	1.5	76	1.5	78	1.5	80	1.5
Insurance	75	2.4	77	2.0	79	1.8	82	1.8	84	1.8	87	1.8	89	1.8	92	1.8	95	1.8	97	1.8
Total	135	4.4	140	3.7	144	3.3	149	3.3	153	3.3	158	3.3	163	3.3	167	3.3	172	3.3	178	3.3
EBITDA	280	9.0	509	13.4	793	18.1	817	18.1	842	18.1	867	18.1	893	18.1	920	18.1	947	18.1	975	18.1
Reserve for Replacement	124	4.0	151	4.0	175	4.0	180	4.0	186	4.0	191	4.0	197	4.0	203	4.0	209	4.0	215	4.0
EBITDA LESS RESERVE	$155	5.0 %	$358	9.4 %	$618	14.1 %	$637	14.1 %	$656	14.1 %	$676	14.1 %	$696	14.1 %	$717	14.1 %	$738	14.1 %	$760	14.1 %

*Departmental expenses are expressed as a percentage of departmental revenues.

Our selected discount rate and terminal capitalization rate consider the current market for midscale, full-service hotel investments, as well as the characteristics of the SureStay Collection by Best Western and the Dickinson lodging market. These selected rates were utilized in our discounted-cash-flow analysis, which is presented in the following table.

Discounted Cash Flow

Year	EBITDA Less Reserves	Discount Factor @ 13.00%	Discounted Cash Flow
2022/23	$155,000	0.88496	$137,000
2023/24	358,000	0.78315	280,000
2024/25	618,000	0.69305	428,000
2025/26	637,000	0.61332	391,000
2026/27	656,000	0.54276	356,000
2027/28	676,000	0.48032	325,000
2028/29	696,000	0.42506	296,000
2029/30	717,000	0.37616	270,000
2030/31	738,000	0.33288	246,000
2031/32	7,089,000 *	0.29459	2,088,000
		Estimated Market Value	$4,817,000
		Rounded To	**$4,800,000**
		Per Room	**$25,000**

Reversion Analysis

11th Year's EBITDA Less Reserves **	$783,000
Capitalization Rate	12.0%
Total Sales Proceeds	$6,525,000
Less: Transaction Costs @ 3.0%	196,000
Net Sales Proceeds	$6,329,000

* 10th year net income of $760,157 plus sales proceeds of $6,329,000

** 11th year's EBITDA less reserves equals 10th year's net income x 3.0% inflation.

11. RECONCILIATION

The reconciliation, which is the last step in the appraisal process, involves summarizing and correlating the data and procedures employed throughout the analysis. The relative significance, applicability, and defensibility of each estimated value are considered, and the greatest weight is given to that approach deemed most appropriate for the property being appraised. These "as is" market value estimates were derived:

Income Capitalization Approach:	$4,800,000
Sales Comparison Approach:	4,800,000
Cost Approach:	Not Applicable

To form the basis for all three approaches, we analyzed the property itself and the economic, demographic, political, physical, and environmental factors that influence real estate values; analyzed the local market for hotel accommodations; examined the competitive environment; projected occupancy and average rate levels; and developed a forecast of income and expense that reflects anticipated income trends and cost components through a stabilized year of operation. Our nationwide experience indicates that the procedures used in estimating market value by the income capitalization approach are comparable to those employed by the hotel investors who constitute the marketplace. For this reason, we believe that the income capitalization approach produces the most supportable value estimate, and it is given the greatest weight in our final estimate of the subject property's market value.

The sales comparison approach uses actual sales of similar properties to provide an indication of the subject property's value. Although we have investigated a number of sales in an attempt to develop a range of value indications, several adjustments are necessary to render these sales prices applicable to the subject property. The adjustments, which tend to be subjective, diminish the reliability of the sales comparison approach; furthermore, typical hotel investors employ a sales comparison procedure only to establish broad value parameters. As discussed in the Cost Approach chapter, this approach was not employed in arriving at a market value estimate.

Careful consideration has been given to the strengths and weaknesses of the three approaches to value discussed above. In recognition of the purpose of this appraisal, we have given primary weight to the value indicated by the income capitalization approach.

Our opinion of the "as is" going-concern market value for the fee simple interest in the subject property, as of March 23, 2022, is

FOUR MILLION EIGHT HUNDRED THOUSAND DOLLARS

$4,800,000 ($25,000 per room)

The estimate(s) of value include the land, the improvements, and the furniture, fixtures, and equipment. The "as is" going-concern market value represents an allocation of $450,000 in personal property, $4,350,000 in real property, and $0 in intangible property.

The appraisal assumes that the hotel is open and operational. We have made no extraordinary assumptions specific to the subject property. However, several important general assumptions have been made that apply to this report. These aspects are set forth in the Assumptions and Limiting Conditions chapter of this report.

150 South Fifth Street
Suite 2500
Minneapolis, MN 55402

Gabriel Ehlers
Gabriel.Ehlers@ryan.com
www.ryan.com

October 13, 2026

Karen Richard
Stark County Auditor and Treasurer
51 3rd St E
Dickinson, ND 58602

Re: Objection to Real Property Assessment

Dear Karen:

Please see the attached Objection to Real Property Assessment applications. The respective owners have authorized Ryan, as agent, to apply on their behalf.

Please email us at the address listed on our appeal form attached hereto at your earliest to discuss the applications and if you require any additional information. We look forward to working with you in finding an amicable resolution for all parties.

Sincerely,

s/Gabriel Ehlers
Manager
Real Property Tax

Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota **Assessment District** _____

County of Stark **Property I.D. No.** 41-0780-06000-500

Name Spirit Master Funding III, LLC **Telephone No.** (763) 479-9342

Address 167 14th Street W Dickenson, ND

Legal description of the property involved in this application:

INTERSTATE 2ND ADD WEST PART L 5 & 6 B 6 REPLAT BLKS 4 & 5

Total true and full value of the property described above for the year 2024 **is:**

Land	$ 879,000
Improvements	$ 1,439,900
Total	$ 2,318,900 (1)

Total true and full value of the property described above for the year 2024 **should be:**

Land	$ 879,000
Improvements	$ 762,000
Total	$ 1,641,000 (2)

The difference of $ 677,900.00 **true and full value between (1) and (2) above is due to the following reason(s):**

- ☐ 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- ☑ 2. Residential or commercial property's true and full value exceeds the market value
- ☐ 3. Error in property description, entering the description, or extending the tax
- ☐ 4. Nonexisting improvement assessed
- ☐ 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- ☐ 6. Duplicate assessment
- ☐ 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- ☐ 8. Error in noting payment of taxes, taxes erroneously paid
- ☐ 9. Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application.
- ☑ 10. Other (explain) Property's Assessed Value is above it's market value.

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: $_____ Date of purchase: _____
   Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
   Was there personal property involved in the purchase price? _____ (yes/no) Estimated value: $_____
2. Has the property been offered for sale on the open market? _____ (yes/no). If yes, how long? _____
   Asking price: $_____ Terms of sale: _____
3. The property was independently appraised: _____ (yes/no) Purpose of appraisal: _____
   _____ Market value estimate: $_____
   Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is $_____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

Applicant asks that Our application be considered and the requested reduction be made.

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

_____ 12/16/2016 _____ _____

Signature of Preparer (if other than applicant) Date Signature of Applicant Date

24775
(2-2016)

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of _____

On _____, _____, the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

Dated this _____ day of _____, _____.

_____
City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approved/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from $ _____ to $ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of $ _____. The Board accepts $ _____ in full settlement of taxes for the tax year _____.

We reject this application in whole or in part for the following reason(s). Written explanation of the rationale for the decision must be attached. _____

Dated _____, _____

_____ _____
County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest?
				yes/no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioner are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

_____ _____
County Auditor Date

Application For Abatement Or Refund Of Taxes

Name of Applicant: Spirit Master Funding III LLC

County Auditor's File No.: 017-2026

Date Application Was Filed With The County Auditor: 10-26-26

Date County Auditor Mailed Application to Township Clerk or City Auditor: 10-28-26
(must be within five business days of filing date)

Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota **Assessment District** _____

County of Stark **Property I.D. No.** 41-0780-06000-500

Name Spirit Master Funding III, LLC **Telephone No.** (763) 479-9342

Address 167 14th Street W Dickenson, ND

Legal description of the property involved in this application:

INTERSTATE 2ND ADD WEST PART L 5 & 6 B 6 REPLAT BLKS 4 & 5

Total true and full value of the property described above for the year 2024 **is:**

Land	$ 879,000
Improvements	$ 1,439,900
Total	$ 2,318,900 (1)

Total true and full value of the property described above for the year 2024 **should be:**

Land	$ 879,000
Improvements	$ 762,000
Total	$ 1,641,000 (2)

The difference of $ 677,900.00 **true and full value between (1) and (2) above is due to the following reason(s):**

- ☐ 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- ☑ 2. Residential or commercial property's true and full value exceeds the market value
- ☐ 3. Error in property description, entering the description, or extending the tax
- ☐ 4. Nonexisting improvement assessed
- ☐ 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- ☐ 6. Duplicate assessment
- ☐ 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- ☐ 8. Error in noting payment of taxes, taxes erroneously paid
- ☐ 9. Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application.
- ☑ 10. Other (explain) Property's Assessed Value is above it's market value.

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: $_____ Date of purchase: _____
   Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
   Was there personal property involved in the purchase price? _____ (yes/no) Estimated value: $_____
2. Has the property been offered for sale on the open market? _____ (yes/no). If yes, how long? _____
   Asking price: $_____ Terms of sale: _____
3. The property was independently appraised: _____ (yes/no) Purpose of appraisal: _____
   _____ Market value estimate: $_____
   Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is $_____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

Applicant asks that Our application be considered and the requested reduction be made.

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) 10/16/2026 Date Signature of Applicant Date

24775
(2-2016)

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of _____

On _____, _____, the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

_____

_____

_____

Dated this _____ day of _____, _____.

_____
City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approved/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from $ _____ to $ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of $ _____. The Board accepts $ _____ in full settlement of taxes for the tax year _____.

We reject this application in whole or in part for the following reason(s). Written explanation of the rationale for the decision must be attached. _____

_____

_____

_____

Dated _____, _____

_____ _____
County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest?
				yes/no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioner are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

_____ _____
County Auditor Date

Application For Abatement Or Refund Of Taxes

Name of Applicant: Spirit Master Funding III, LLC

County Auditor's File No.: 017-2026

Date Application Was Filed With The County Auditor: 10-26-26

Date County Auditor Mailed Application to Township Clerk or City Auditor: 10-28-26
(must be within five business days of filing date)

LETTER OF AUTHORIZATION
FOR PROPERTY TAX REPRESENTATION

Spirit Master Funding III, LLC

Client

167 14th Street W

Subject Property

Dickinson City (Stark County), ND

Jurisdiction / State

2024, 2025 and 2026

Year(s)

This letter authorizes Ryan, LLC and its affiliate, Ryan Tax Compliance Services, LLC to represent the above-named property as its property tax agent in the jurisdiction / state named above. This authorization includes, but is not limited to: filing property renditions or returns; signing and filing appeals; examining property tax records; and, appearances before the assessor, boards of equalization or review, or other governmental agencies responsible for the assessment of property.

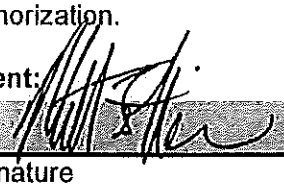
If there are any questions concerning this authorization please contact the following:

Joe Stockman 507-995-3621 joe.stockman@ryan.com

A copy of any application or appeal attached to this authorization has been provided to the undersigned Client. A facsimile or scanned image of a signature below shall constitute an original signing of this authorization and the document containing the original signature will be submitted upon request.

This authorization shall remain effective as long as permitted by law or until revoked in writing by the owner. The person signing below certifies that they are a duly appointed officer, representative or agent of the owner and that they have the legal capacity to execute this authorization.

Client:



Matthew Trottier 9/11/2026

Signature Printed Name Date

Vice President

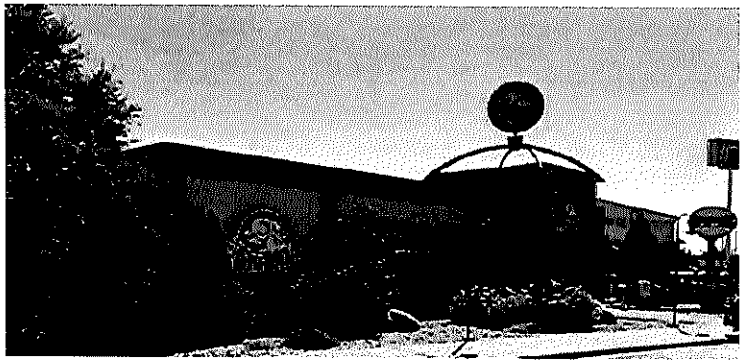
Title

10/16/2026

Ryan. Innovative Solutions to Taxing Problems

GENERAL INFORMATION

SITE NAME:	167 14th Street W
PROPERTY PARCEL(S):	41-0780-06000-500
YEARS UNDER APPEAL:	2024, 2025, 2026
ADDRESS:	167 14th Street W Dickinson
JURISDICTION:	Stark County
LAND:	1.93 ACRES
BUILDING:	
SF:	7,500 SQUARE FEET
YR. BUILT:	2003
PROPERTY USE:	Retail - Restaurant



COUNTY'S VALUATION

	2024/Pay 2025		2025/Pay 2026		2026/Pay 2027	
	LAND:	$879,000	**LAND:**	$879,000	**LAND:**	$879,000
	IMPROVEMENT:	$1,439,900	**IMPROVEMENT:**	$1,439,900	**IMPROVEMENT:**	$1,575,400
	TOTAL:	**$2,318,900**	**TOTAL:**	**$2,318,900**	**TOTAL:**	**$2,454,400**
	PER SF:	$309.19	**PER SF:**	$309.19	**PER SF:**	$327.25
CONCLUSION OF VALUE						
Settlement Offer	Indicated Value **$1,641,000**	Per SF **$218.80**	Indicated Value **$1,716,000**	Per SF **$228.80**	Indicated Value **$1,408,000**	Per SF **$187.73**

SUPPORTING DOCUMENTS

We have included the following documents in support of our appeal:

Market Income & Expense Analysis
Sales Comparison Analysis

Notes

The subject's value increased from $228/SF for 2023/Pay 2024 to $330/SF for 2026/Pay 2027, with a 6% increase from the 2025/Pay 2026 value. Based on our market income analysis, utilizing an $20/SF blended market rent and a 6.54% loaded cap rate, the subject's value appears to be below the current assessment. Nearby comparable sales could support a lower value, with the most comparable sales indicating a range of value from $126/SF to $363/SF. The building became vacant as of January 10th, 2026, and is still vacant.

MARKET INCOME ANALYSIS - RETAIL

167 14th Street W Dickinson 167 14th Street W Stark County Square Feet	7,500	Expenses PSF*	$6.00

INCOME	SF		
Market Rent (Retail)	7,500	$18.00	$135,000
Market Rent	**7,500**	**$18.00**	**$135,000**
Less: Vacancy Factor & Credit Loss		5.00%	($6,750)
TOTAL INCOME			$128,250
Expenses on Vacant Space		5.00%	($2,250)
Less: Structural R&M ($0.15/SF)			($1,875)
NET OPERATING INCOME			$124,125
CAPITALIZATION RATE		7.50%	
TAX RATE		0.07%	
LOADED CAPITALIZATION RATE		7.57%	
INDICATED REAL ESTATE VALUE			**$1,641,000**
PER SQUARE FOOT			**$218.80**
2024 Pay 2025 - Assessment			**$2,318,900**
PER SQUARE FOOT			**$309.19**

MARKET INCOME ANALYSIS - RETAIL

167 14th Street W Dickinson 167 14th Street W Stark County Square Feet	7,500	Expenses PSF*	$6.00

INCOME	SF		
Market Rent (Retail)	7,500	$20.00	$150,000
Market Rent	**7,500**	**$20.00**	**$150,000**
Less: Vacancy Factor & Credit Loss		5.00%	($7,500)
TOTAL INCOME			$142,500
Expenses on Vacant Space		5.00%	($2,250)
Less: Structural R&M ($0.15/SF)			($1,875)
NET OPERATING INCOME			$138,375
CAPITALIZATION RATE		8.00%	
TAX RATE		0.07%	
LOADED CAPITALIZATION RATE		8.07%	
INDICATED REAL ESTATE VALUE			**$1,716,000**
PER SQUARE FOOT			**$228.80**
2025 Pay 2026 - Assessment			**$2,318,900**
PER SQUARE FOOT			**$309.19**

MARKET INCOME ANALYSIS - RETAIL

167 14th Street W Dickinson 167 14th Street W Stark County Square Feet	7,500	Expenses PSF*	$6.00

INCOME	**SF**		
Market Rent (Retail)	7,500	$20.00	$150,000
Market Rent	**7,500**	**$20.00**	**$150,000**
Less: Vacancy Factor & Credit Loss		15.00%	($22,500)
TOTAL INCOME			$127,500
Expenses on Vacant Space		15.00%	($6,750)
Less: Structural R&M ($0.15/SF)			($1,875)
NET OPERATING INCOME			$118,875
CAPITALIZATION RATE		8.25%	
TAX RATE		0.20%	
LOADED CAPITALIZATION RATE		8.45%	
INDICATED REAL ESTATE VALUE			**$1,408,000**
PER SQUARE FOOT			**$187.73**

2026 Pay 2027 - Assessment	**$2,454,400**
PER SQUARE FOOT	**$327.25**

Subject Property:

Address	City	County	Parcel	Year Built	Property Type	SF	25P26 Assessment Value	25P26 Assessment / SF	Indicated $/SF	Indicated Value
167 14th Street W	Dickinson	Stark County	41-0780-06000-500	2003	Retail - Restaurant	7,500	$2,318,900	$309/SF	$238.70/SF	$1,790,235

Nearby Sales:

Property Address	Secondary Type	Property City	Property County	Year Built	Sale Price	Sale Date	Building SF	Price Per SF
188 W Museum Dr	Restaurant	Dickinson	Stark	1993	$1,050,000	9/8/2023	5,948	$176.53
1550 32nd Ave S	Restaurant	Fargo	Cass	1998	$1,000,000	8/18/2025	7,910	$126.42
100 28th Ave SW	Restaurant	Minot	Ward	2001	$1,400,000	4/15/2024	8,320	$168.27
1450 13th Ave E	Restaurant	West Fargo	Cass	2004	$1,325,000	7/26/2023	5,000	$265.00
4410 17th Ave S	Restaurant	Fargo	Cass	2004	$1,950,000	2/28/2023	7,364	$264.80
1930 S Columbia Rd	Restaurant	Grand Forks	Grand Forks	2005	$2,450,000	3/6/2025	6,746	$363.18
1601 W Century Ave	Restaurant	Bismarck	Burleigh	2006	$1,950,000	2/8/2023	7,113	$274.15
1109 38th St S	Restaurant	Fargo	Cass	2008	$1,224,999	6/18/2026	3,689	$332.07
1007 Main St	Restaurant	Williston	Williams	2013	$685,000	5/6/2025	4,140	$165.46
1319 9th Ave W	Restaurant	Williston	Williams	2013	$1,370,000	11/15/2023	5,456	$251.10
Averages				**2005**	**$1,440,500**	**6/5/2024**	**6,169**	**$238.70**

Market Cap Rate

Period	General Retail Dickinson	Dickinson	United States
2026 Q3 EST	9.336%	9.314%	7.351%
2026 Q3 QTD	9.341%	9.319%	7.349%
2026 Q2	9.347%	9.323%	7.352%
2026 Q1	9.284%	9.255%	7.350%
2025 Q4	9.299%	9.266%	7.350%
2025 Q3	9.246%	9.217%	7.348%
2025 Q2	9.053%	9.021%	7.329%
2025 Q1	8.974%	8.935%	7.312%
2024 Q4	8.862%	8.827%	7.284%
2024 Q3	8.755%	8.720%	7.239%
2024 Q2	8.720%	8.692%	7.188%
2024 Q1	8.655%	8.628%	7.140%
2023 Q4	8.602%	8.576%	7.095%
2023 Q3	8.484%	8.460%	7.048%
2023 Q2	8.477%	8.447%	7.007%
2023 Q1	8.283%	8.252%	6.970%

Market Asking Rent Per SF

Period	Property	General Retail Dickinson	Dickinson	United States
2026 Q3 EST	-	$17.18	$16.86	$26.17
2026 Q3 QTD	$15.41	$17.13	$16.81	$26.02
2026 Q2	$15.41	$17.16	$16.83	$26.02
2026 Q1	$15.51	$17.17	$16.85	$26.02
2025 Q4	$15.63	$17.15	$16.81	$25.89
2025 Q3	$15.69	$17.11	$16.77	$25.74
2025 Q2	$15.76	$17.07	$16.71	$25.58
2025 Q1	$15.75	$17.02	$16.64	$25.41
2024 Q4	$15.73	$16.94	$16.55	$25.22
2024 Q3	$15.75	$16.90	$16.52	$25.05
2024 Q2	$15.72	$16.85	$16.49	$24.86
2024 Q1	$15.73	$16.77	$16.42	$24.67
2023 Q4	$15.65	$16.63	$16.28	$24.47
2023 Q3	$15.58	$16.48	$16.14	$24.26
2023 Q2	$15.50	$16.38	$16.05	$24.04
2023 Q1	$15.39	$16.24	$15.92	$23.81

150 South Fifth Street
Suite 2500
Minneapolis, MN 55402

Gabriel Ehlers
Gabriel.Ehlers@ryan.com
www.ryan.com

October 13, 2026

Karen Richard
Stark County Auditor and Treasurer
51 3rd St E
Dickinson, ND 58602

Re: Objection to Real Property Assessment

Dear Karen:

Please see the attached Objection to Real Property Assessment applications. The respective owners have authorized Ryan, as agent, to apply on their behalf.

Please email us at the address listed on our appeal form attached hereto at your earliest to discuss the applications and if you require any additional information. We look forward to working with you in finding an amicable resolution for all parties.

Sincerely,

s/Gabriel Ehlers
Manager
Real Property Tax

Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota **Assessment District** _____

County of Stark **Property I.D. No.** 2500-0500-0101

Name Menard Inc **Telephone No.** 507-995-3621

Address 4411 W Ridge Dr

Legal description of the property involved in this application:

Store & Lot A

Total true and full value of the property described above for the year 2024 **is:**

Land	$ 6,063,000
Improvements	$ 22,876,900
Total	$ 28,939,900 (1)

Total true and full value of the property described above for the year 2024 **should be:**

Land	$ 6,063,000
Improvements	$ 16,801,000
Total	$ 22,864,000 (2)

The difference of $ 6,075,900 **true and full value between (1) and (2) above is due to the following reason(s):**

- ☐ 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- ☑ 2. Residential or commercial property's true and full value exceeds the market value
- ☐ 3. Error in property description, entering the description, or extending the tax
- ☐ 4. Nonexisting improvement assessed
- ☐ 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- ☐ 6. Duplicate assessment
- ☐ 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- ☐ 8. Error in noting payment of taxes, taxes erroneously paid
- ☐ 9. Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application.
- ☑ 10. Other (explain) Property's Assessed Value is above its market value

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: $_____ Date of purchase: _____
   Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
   Was there personal property involved in the purchase price? _____ (yes/no) Estimated value: $_____
2. Has the property been offered for sale on the open market? _____ (yes/no). If yes, how long? _____
   Asking price: $_____ Terms of sale: _____
3. The property was independently appraised: _____ (yes/no) Purpose of appraisal: _____
   _____ Market value estimate: $_____
   Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is $_____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

Applicant asks that Our application be considered and the requested reduction be made.

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) — Date: 10/16/2024 — Signature of Applicant — Date

24775
(2-2016)

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of _____

On _____, _____, the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

_____

_____

_____

Dated this _____ day of _____, _____.

_____
City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approved/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from $ _____ to $ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of $ _____. The Board accepts $ _____ in full settlement of taxes for the tax year _____.

We reject this application in whole or in part for the following reason(s). Written explanation of the rationale for the decision must be attached. _____

_____

_____

_____

Dated _____, _____

_____ _____
County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest?
				yes/no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioner are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

_____ _____
County Auditor Date

Application For Abatement Or Refund Of Taxes

Name of Applicant: Menards, Inc

County Auditor's File No.: 016-2026

Date Application Was Filed With The County Auditor: 10-26-26

Date County Auditor Mailed Application to Township Clerk or City Auditor: 10-28-26
(must be within five business days of filing date)

Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota **Assessment District** _____

County of Stark **Property I.D. No.** 2500-0500-0101

Name Menard Inc **Telephone No.** 507-995-3621

Address 4411 W Ridge Dr

Legal description of the property involved in this application:

Store & Lot A

Total true and full value of the property described above for the year 2024 **is:**

Land	$ 6.063.000
Improvements	$ 22.876.900
Total	$ 28.939.900 (1)

Total true and full value of the property described above for the year 2024 **should be:**

Land	$ 6.063.000
Improvements	$ 16.801.000
Total	$ 22.864.000 (2)

The difference of $ 6.075.900 **true and full value between (1) and (2) above is due to the following reason(s):**

- ☐ 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- ☑ 2. Residential or commercial property's true and full value exceeds the market value
- ☐ 3. Error in property description, entering the description, or extending the tax
- ☐ 4. Nonexisting improvement assessed
- ☐ 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- ☐ 6. Duplicate assessment
- ☐ 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- ☐ 8. Error in noting payment of taxes, taxes erroneously paid
- ☐ 9. Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application.
- ☑ 10. Other (explain) Property's Assessed Value is above its market value

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: $_____ Date of purchase: _____
   Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
   Was there personal property involved in the purchase price? _____ (yes/no) Estimated value: $_____
2. Has the property been offered for sale on the open market? _____ (yes/no). If yes, how long? _____
   Asking price: $_____ Terms of sale: _____
3. The property was independently appraised: _____ (yes/no) Purpose of appraisal: _____
   _____ Market value estimate: $_____
   Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is $_____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s):_____

Applicant asks that Our application be considered and the requested reduction be made.

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) 10/16/2024 Date Signature of Applicant Date

24775
(2-2016)

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of _____

On _____, _____, the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

_____

_____

_____

Dated this _____ day of _____, _____.

_____
City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approved/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from $ _____ to $ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of $ _____. The Board accepts $ _____ in full settlement of taxes for the tax year _____.

We reject this application in whole or in part for the following reason(s). Written explanation of the rationale for the decision must be attached. _____

_____

_____

_____

Dated _____, _____

_____ _____
County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest?
				yes/no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioner are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

_____ _____
County Auditor Date

Application For Abatement Or Refund Of Taxes

Name of Applicant: Menards Inc

County Auditor's File No.: 016-2026

Date Application Was Filed With The County Auditor: 10-26-26

Date County Auditor Mailed Application to Township Clerk or City Auditor: 10-28-26
(must be within five business days of filing date)

LETTER OF AUTHORIZATION
FOR PROPERTY TAX REPRESENTATION

Menard, Inc.

Client

See attached list

Subject Property

All jurisdiction in the state of North Dakota

Jurisdiction / State

2024, 2025 and 2026

Year(s)

This letter authorizes Ryan, LLC and its affiliate, Ryan Tax Compliance Services, LLC to represent the above-named property as its property tax agent in the jurisdiction / state named above. This authorization includes, but is not limited to: filing property renditions or returns; signing and filing appeals; examining property tax records; and, appearances before the assessor, boards of equalization or review, or other governmental agencies responsible for the assessment of property.

If there are any questions concerning this authorization please contact the following:

Joe Stockman 507-995-3621 joe.stockman@ryan.com

A copy of any application or appeal attached to this authorization has been provided to the undersigned Client. A facsimile or scanned image of a signature below shall constitute an original signing of this authorization and the document containing the original signature will be submitted upon request.

This authorization shall remain effective as long as permitted by law or until revoked in writing by the owner. The person signing below certifies that they are a duly appointed officer, representative or agent of the owner and that they have the legal capacity to execute this authorization.

Client:

Signature	Printed Name	Date
DMich	Daniel J Michlig	9/4/26

Tax Manager
Title

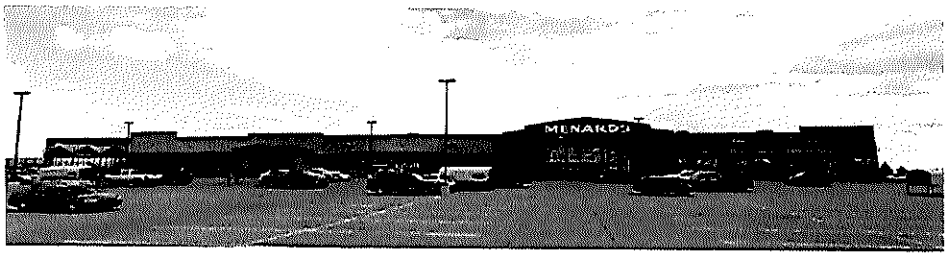
Company Name	Site Name	Site State	Site Address	Parcel ID	Site City	Site County
Menard, Inc.	3036 - Fargo	ND	1260 13 Th Avenue East	02-0078-00030-000, 02-0064-00010-000, 02-0091-00010-000	West Fargo	West Fargo
Menard, Inc.	3041 - Grand Forks	ND	3558 32Nd Ave S	44-1358-001-00, 44-1358-002-00	Grand Forks	Grand Forks
Menard, Inc.	3055 - Bismarck	ND	3360 State Street	1358-001-001	Bismarck	Burleigh
Menard, Inc.	3113 - Minot	ND	1612 Fifth Avenue S.E.	MD0458000030, MD0476190000, MD0A138000030, MD0C229000310	Minot	Minot
Menard, Inc.	3313 - Dickinson	ND	4411 West Ridge	1503-0500-0101	Dickinson	Dickinson
Menard, Inc.	3324 - Jamestown	ND	1209 23rd Street Se	74-147200 TIF AGREEMENT	Jamestown	Jamestown
Menard, Inc.	3330 - Williston	ND	5004 32nd Ave West	01-425-00-00-01-010, 01-425-00-00-01-020, 01-425-00-00-01-030, 01-425-00-00-01-040, 01-577-00-00-02-020, 01-577-00-00-02-030, 01-577-00-00-02-040, 01-577-00-00-02-050, 01-577-00-00-02-060	Williston	Williston
Menard, Inc.	3803 - MCKENZIE SITE	ND	24461 County Hwy 19	34-139-77-00-33-200, 34-139-77-00-33-805	Mckenzie	Burleigh
Menard, Inc.	8041 - Grand Forks	ND	3759 S. 32Nd Ave	44-1358-00005-000	Grand Forks	Grand Forks

10/15/2026

Ryan. Innovative Solutions to Taxing Problems

GENERAL INFORMATION

SITE NAME:	3313 - Dickinson
PROPERTY PARCEL(S):	2500-0500-0101
YEARS UNDER APPEAL:	None
ADDRESS:	4411 W Ridge Dr Dickinson
JURISDICTION:	Dickinson City
LAND:	20.63 ACRES
BUILDING:	
SF:	206,743 SQUARE FEET
YR. BUILT:	2014
PROPERTY USE:	Retail



COUNTY'S VALUATION

	2024/Pay 2025		2025/Pay 2026		2026/Pay 2027	
	LAND:	$6,063,000	**LAND:**	$2,770,900	**LAND:**	$2,770,900
	IMPROVEMENT:	$22,876,900	**IMPROVEMENT:**	$26,169,000	**IMPROVEMENT:**	$28,385,900
	TOTAL:	**$28,939,900**	**TOTAL:**	**$28,939,900**	**TOTAL:**	**$31,156,800**
	PER SF:	139.98	**PER SF:**	139.98	**PER SF:**	150.70
CONCLUSION OF VALUE						
Settlement Offer	Indicated Value **$22,864,000**	Per SF **110.59**	Indicated Value **$22,864,000**	Per SF **110.59**	Indicated Value **$22,864,000**	Per SF **110.59**

SUPPORTING DOCUMENTS

We have included the following documents in support of our appeal:

Cost Analysis
Uniformity Analysis

Notes:

The subject represents a 206,743 SF retail & enclosed garden center property along with 72,760 SF of unheated warehouse space, located at 4411 W Ridge Dr, Dickinson ND. The assessed value increased by 7.7% in 2026 from the 2024 & 2025 value.

Our cost approach, using Marshall & Swift cost valuation figures, indicates a value substantially below the assessment for all three years (2024, 2025, 2026). Additionally, our uniformity analysis of similar retailers within Dickinson indicates the subject property's value per square foot of heated store area is significantly higher than these comparable retail properties, including Walmart, which is assessed for $110.59/SF in 2026.

Based on this information, we believe a market value of $22,864,000 ($110.59/SF) for 2024, 2025, and 2026 is appropriate for the subject property.

Cost Estimate - Marshall Swift

Address	4411 West Ridge
City	Dickinson
State	North Dakota
PID	2500-0500-0101
Gross Building Area	179,095 sf
Mezzanine	12,652 sf
Land Size (SF)	898,643
Acres	20.63
Year Built	2014
Age	10 yrs
Building Perimeter	1,753 ft
Occupancy	Warehouse Discount Stores
Class	C
Type	Average

Description	Cost per Square Foot	Section	Page
Base Cost Per SF	**$69.50**	13	28
Refinements			
Heating/Cooling	$17.35	13	39
Sprinklers	$2.60	13	40
Refined Cost Per SF	**$89.45/SF**		
Multipliers			
Perimeter	0.782	13	41
Story Height	1.383	13	42
Current Cost (N/A)	1.05	99	3
Local Cost	1.02	99	9
Replacement Cost New Per SF	**$104.00 SF**		
Replacement Cost New	**$18,555,908**	**$103.61 SF**	
Add for Land Improvements	$500,000		
Add for Storage Shed	$500,000		
Add For Mezzanine	$493,428	$39.00 SF	13/30
Add for Garden Center	$1,465,344	$53.00 SF	13/28
Add For Entrepreneurial Profit	$1,002,467	5.00%	
Total Replacement Cost New	**$22,517,147**	**$100.79**	

Depreciation	Percentage	Physical Life	Effective Age
Physical	26.67%	30	8
External	0.00%		
Functional	5.00%		
Total Depreciation	**31.67%**		
RCN Less Depreciation	***$15,386,717***		
Land Value	**$2,770,900**	**$7.00 sf**	
Total Cost Estimate (Rounded)	**$18,157,617**	**$101.39**	
Assessed Value 2024	**$28,939,900**	**$147.29**	
Difference	**($10,782,283)**		

Cost Estimate - Marshall Swift

Address	4411 West Ridge
City	Dickinson
State	North Dakota
PID	2500-0500-0101
Gross Building Area	179,095 sf
Mezzanine	12,652 sf
Land Size (SF)	898,643
Acres	20.63
Year Built	2014
Age	11 yrs
Building Perimeter	1,753 ft
Occupancy	Warehouse Discount Stores
Class	C
Type	Average

Description	Cost per Square Foot	Section	Page
Base Cost Per SF	**$73.00**	13	28
Refinements			
Heating/Cooling	$18.35	13	39
Sprinklers	$2.75	13	40
Refined Cost Per SF	**$94.10/SF**		
Multipliers			
Perimeter	0.789	13	41
Story Height	1.383	13	42
Current Cost (N/A)	1.00	99	3
Local Cost	1.02	99	9
Replacement Cost New Per SF	**$105.00 SF**		
Replacement Cost New	**$18,757,391**	**$104.73 SF**	
Add for Land Improvements	$500,000		
Add for Storage Shed	$500,000		
Add For Mezzanine	$537,710	$43.00 SF	13/30
Add for Garden Center	$1,534,464	$56.00 SF	13/28
Add For Entrepreneurial Profit	$1,014,755	5.00%	
Total Replacement Cost New	**$22,844,320**	**$100.79**	

Depreciation	Percentage	Physical Life	Effective Age
Physical	26.67%	30	8
External	0.00%		
Functional	5.00%		
Total Depreciation	**31.67%**		
RCN Less Depreciation	***$15,610,286***		
Land Value	**$2,770,900**	**$7.00 sf**	
Total Cost Estimate (Rounded)	**$18,381,186**	**$102.63**	
Assessed Value 2025	**$28,939,900**	**$147.29**	
Difference	**($10,558,714)**		

Cost Estimate - Marshall Swift

Address	4411 West Ridge
City	Dickinson
State	North Dakota
PID	2500-0500-0101
Gross Building Area	179,095 sf
Mezzanine	12,652 sf
Land Size (SF)	898,643
Acres	20.63
Year Built	2014
Age	12 yrs
Building Perimeter	1,753 ft
Occupancy	Warehouse Discount Stores
Class	C
Type	Average

Description	Cost per Square Foot	Section	Page
Base Cost Per SF	**$73.00**	13	28
Refinements			
Heating/Cooling	$18.35	13	39
Sprinklers	$2.75	13	40
Refined Cost Per SF	**$94.10/SF**		
Multipliers			
Perimeter	0.789	13	41
Story Height	1.383	13	42
Current Cost (N/A)	1.03	99	3
Local Cost	1.01	99	9
Replacement Cost New Per SF	**$107.00 SF**		
Replacement Cost New	**$19,130,700**	**$106.82 SF**	
Add for Land Improvements	$500,000		
Add for Storage Shed	$500,000		
Add For Mezzanine	$537,710	**$43.00 SF**	13/30
Add for Garden Center	$1,534,464	**$56.00 SF**	13/28
Add For Entrepreneurial Profit	$1,033,421	**5.00%**	
Total Replacement Cost New	**$23,236,295**	**$100.79**	

Depreciation	Percentage	Physical Life	Effective Age
Physical	26.67%	30	8
External	0.00%		
Functional	5.00%		
Total Depreciation	**31.67%**		
RCN Less Depreciation	***$15,878,135***		
Land Value	**$2,770,900**	**$7.00 sf**	
Total Cost Estimate (Rounded)	**$18,649,035**	**$104.13**	
Assessed Value 2026	**$31,156,800**	**$147.29**	
Difference	**($12,507,765)**		

Uniformity Analysis - Retail

Property Name	Address	City	Parcel	Year Built	SF	Land SF	Sale Date	Sale Price	Sale Price/SF	Sale Condition	2024 / Pay 2025 Land Value	Land / SF	2024 / Pay 2025 Imps Value	Imps / SF	2024 / Pay 2025 Total Value	Total / SF	2025 / Pay 2026 Land Value	Land / SF	2025 / Pay 2026 Imps Value	Imps / SF	2025 / Pay 2026 Total Value	Total / SF	2026 / Pay 2027 Land Value	Land / SF	2026 / Pay 2027 Imps Value	Imps / SF	2026 / Pay 2027 Total Value	Total / SF
Walmart	2456 3rd Ave W	Dickinson	0980-0100-0100	2009	214,771	1,066,091	NA	NA	NA	NA	$4,278,000	$4.01	$17,836,200	$83.05	$22,114,200	$102.97	$4,278,000	$4.01	$17,836,200	$83.05	$22,114,200	$102.97	$4,278,000	$4.01	$19,473,700	$90.67	$23,751,700	$110.59
Runnings	2003 W 3rd Ave	Dickinson	1145-0100-0200	1990/Renovated 1998	105,808	329,314	NA	NA	NA	NA	$1,734,000	$5.27	$5,963,000	$56.36	$7,697,000	$72.74	$1,734,000	$5.27	$5,963,000	$56.36	$7,697,000	$72.74	$1,734,000	$5.27	$6,390,000	$60.38	$8,124,000	$76.76
Prairie Mall	1661-1761 3rd Ave W	Dickinson	1110-0100-0100	1980	310,397	968,744	4/24/2024	$11,400,000	$36.73	023 - Other reasons not listed above	$3,938,000	$4.06	$9,632,500	$31.03	$13,568,500	$43.71	$3,938,000	$4.06	$9,632,500	$31.03	$13,568,500	$43.71	$3,938,000	$4.06	$8,850,900	$28.51	$12,788,900	$41.20
T-Rex Plaza	405 12th St W	Dickinson	0950-0101-0000	1965	88,529	290,110	12/17/2019	$3,000,000	$33.51	000 - Normal Arms-Length Transaction	$1,599,000	$5.51	$2,314,500	$25.65	$3,913,500	$43.71	$1,599,000	$5.51	$2,314,500	$25.65	$3,913,500	$43.71	$1,599,000	$5.51	$2,571,700	$28.72	$4,170,700	$46.56
Subject Property																												
Property Name	Address	City	Parcel	Year Built	SF	Land SF	Sale Date	Sale Price	Sale Price/SF	Sale Condition	2024 / Pay 2025 Land Value	Land / SF	2024 / Pay 2025 Imps Value	Imps / SF	2024 / Pay 2025 Total Value	Total / SF	2025 / Pay 2026 Land Value	Land / SF	2025 / Pay 2026 Imps Value	Imps / SF	2025 / Pay 2026 Total Value	Total / SF	2026 / Pay 2027 Land Value	Land / SF	2026 / Pay 2027 Imps Value	Imps / SF	2026 / Pay 2027 Total Value	Total / SF
3313 - Dickinson	4411 West Ridge	Dickinson	2500-0500-0101	2014	206,743	898,043	NA	NA	NA	NA	$2,770,900	$3.08	$26,169,000	$126.58	$28,939,900	$139.86	$2,770,900	$3.08	$26,169,000	$126.58	$28,939,900	$139.86	$2,770,900	$3.08	$28,385,900	$137.30	$31,156,800	$150.70
													Indicated Value		$13,600,000	$65.78			Indicated Value		$13,600,000	$65.78			Indicated Value		$14221000	$68.79

Uniformity Analysis - ND Menards

Property Name	Total Heated Area	Total Garden Center Area	Total Unheated Building Area	Year Built	SF	Land SF	Sale Date	Sale Price	Sale Price/SF	Sale Condition	2024 / Pay 2025 Land Value	Land / SF	2024 / Pay 2025 Imps Value	Imps / SF	2024 / Pay 2025 Total Value	Total / SF	2025 / Pay 2026 Land Value	Land / SF	2025 / Pay 2026 Imps Value	Imps / SF	2025 / Pay 2026 Total Value	Total / SF	2026 / Pay 2027 Land Value	Land / SF	2026 / Pay 2027 Imps Value	Imps / SF	2026 / Pay 2027 Total Value	Total / SF
FARGO	160,800	23,760	42,466	2016 / 2017	184,560	661,712	NA	NA	NA	NA	$4,821,100	$4.91	$10,755,200	$58.27	$15,576,300	$84.45	$4,821,100	$4.91	$11,091,800	$59.94	$15,842,900	$86.06	$4,821,100	$4.91	$11,199,100	$60.68	$16,018,200	$86.78
GRAND FORKS	162,328	33,480	53,234	2020 / 2021; Maze in Spring 2022	185,805	713,077	NA	NA	NA	NA	$3,011,000	$5.06	$8,010,000	$50.81	$13,521,000	$80.05	$3,011,000	$5.06	$8,544,000	$46.74	$13,155,000	$87.16	$3,011,000	$5.06	$8,891,000	$50.51	$13,502,000	$88.88
BISMARCK	160,560	22,324	42,936	2016 / 2017	183,004	702,187	NA	NA	NA	NA	$4,011,700	$5.09	$12,784,400	$87.13	$17,196,100	$93.97	$4,855,300	$7.06	$13,412,400	$75.29	$18,367,700	$100.37	$4,855,300	$7.06	$13,329,100	$72.50	$18,261,400	$99.80
MINOT	160,660	27,320	56,616	2019 / 2020	183,009	698,077	NA	NA	NA	NA	$3,997,900	$4.08	$7,626,000	$42.75	$11,491,000	$62.79	$3,997,900	$4.08	$7,834,000	$42.81	$11,561,000	$62.85	$3,997,900	$4.08	$8,109,000	$44.30	$11,775,000	$64.33
JAMESTOWN	158,400	36,927	36,280	2015	185,027	626,353	NA	NA	NA	NA	$1,075,800	$1.30	$11,057,600	$59.81	$12,133,600	$65.72	$1,075,800	$1.30	$11,232,400	$57.61	$12,328,300	$83.12	$1,075,800	$1.30	$14,354,600	$75.29	$15,410,500	$76.90
Subject Property																												
Property Name	Total Heated Area	Total Garden Center Area	Total Unheated Building Area	Year Built	SF	Land SF	Sale Date	Sale Price	Sale Price/SF	Sale Condition	2024 / Pay 2025 Land Value	Land / SF	2024 / Pay 2025 Imps Value	Imps / SF	2024 / Pay 2025 Total Value	Total / SF	2025 / Pay 2026 Land Value	Land / SF	2025 / Pay 2026 Imps Value	Imps / SF	2025 / Pay 2026 Total Value	Total / SF	2026 / Pay 2027 Land Value	Land / SF	2026 / Pay 2027 Imps Value	Imps / SF	2026 / Pay 2027 Total Value	Total / SF
3313 - Dickinson	179,095	27,648	72,760	2014	206,743	898,043	NA	NA	NA	NA	$2,770,900	$3.08	$26,169,000	$126.58	$28,939,900	$139.86	$2,770,900	$3.08	$26,169,000	$126.58	$28,939,900	$139.86	$2,770,900	$3.08	$28,385,900	$137.30	$31,156,800	$150.70
													Indicated Value		$0	$74.47			Indicated Value		$0	$75.91			Indicated Value		$0	$79.27

	Population (2025 Estimate) - CoStar		
	1 Mile Radius	3 Mile Radius	5 Mile Radius
FARGO	14,701	73,174	169,187
GRAND FORKS	7,065	54,884	70,826
BISMARCK	9,091	66,918	89,140
MINOT	7,729	33,571	51,784
JAMESTOWN	2,298	13,263	15,854
DICKINSON	884	16,305	28,884
WILLISTON	1,431	24,857	30,365

150 South Fifth Street
Suite 2500
Minneapolis, MN 55402

Gabriel Ehlers
Gabriel.Ehlers@ryan.com
www.ryan.com

October 13, 2026

Karen Richard
Stark County Auditor and Treasurer
51 3rd St E
Dickinson, ND 58602

Re: Objection to Real Property Assessment

Dear Karen:

Please see the attached Objection to Real Property Assessment applications. The respective owners have authorized Ryan, as agent, to apply on their behalf.

Please email us at the address listed on our appeal form attached hereto at your earliest to discuss the applications and if you require any additional information. We look forward to working with you in finding an amicable resolution for all parties.

Sincerely,

s/Gabriel Ehlers
Manager
Real Property Tax

Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota

County of Stark

Assessment District City of Dickinson

Property I.D. No. 41-0060-1000-000

Name Mejia-Fuentes, Andes L. Telephone No. (701) 690-6668

Address 30 - 7th Street West, Dickinson, North Dakota 58601

Legal description of the property involved in this application:

Blocks 10 and 11, Hilliard and Manning Addition
Blocks 14 and 15, Hilliard and Manning 3rd Addition.

Total true and full value of the property described above for the year 2024 is:

Land	$	254,700
Improvements	$	1,478,300
Total	$	1,733,000 (1)

Total true and full value of the property described above for the year 2024 should be:

Land	$	0.00
Improvements	$	500,000
Total	$	500,000 (2)

The difference of $ 1,233,000 true and full value between (1) and (2) above is due to the following reason(s):

- ☐ 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- ☒ 2. Residential or commercial property's true and full value exceeds the market value
- ☐ 3. Error in property description, entering the description, or extending the tax
- ☐ 4. Nonexisting improvement assessed
- ☐ 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- ☐ 6. Duplicate assessment
- ☐ 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- ☐ 8. Error in noting payment of taxes, taxes erroneously paid
- ☐ 9. Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application.
- ☐ 10. Other (explain) _____

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: $ 1.00 Date of purchase: 3-15-2019
   Terms: Cash ✓ Contract _____ Trade _____ Other (explain) _____
   Was there personal property involved in the purchase price? No (yes/no) Estimated value: $ NA
2. Has the property been offered for sale on the open market? yes (yes/no). If yes, how long? 5 years
   Asking price: $ 1.00 Terms of sale: Cash
3. The property was independently appraised: No (yes/no) Purpose of appraisal: NA
   St. Joe's Plaza Market value estimate: $ 0.00
   Appraisal was made by whom? NA
4. The applicant's estimate of market value of the property involved in this application is $ 0.00
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): NA

Applicant asks that Total amount of the property tax levied for 2024 be abated

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Rich Wardner 10-29-2026
Signature of Preparer (if other than applicant) Date

Signature of Applicant 10/29/26
Date

24775
(2-2016)

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of _____

On _____, _____, the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

_____

_____

_____

Dated this _____ day of _____, _____.

_____
City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approved/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from $ _____ to $ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of $ _____. The Board accepts $ _____ in full settlement of taxes for the tax year _____.

We reject this application in whole or in part for the following reason(s). Written explanation of the rationale for the decision must be attached. _____

_____

_____

_____

Dated _____, _____

_____ _____
County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest?
				yes/no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioner are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

_____ _____
County Auditor Date

Application For Abatement Or Refund Of Taxes

Name of Applicant Mejia-Fuentes, Andes L

County Auditor's File No. 019-2026

Date Application Was Filed With The County Auditor 10-29-26

Date County Auditor Mailed Application to Township Clerk or City Auditor 10-29-26
(must be within five business days of filing date)

Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota

County of Stark

Assessment District City of Dickinson

Property I.D. No. 41-0060-1000-000

Name Mejia-Fuentes, Andes L.

Telephone No. (701) 690-6668

Address 30 - 7th Street West, Dickinson, North Dakota 58601

Legal description of the property involved in this application:

Blocks 10 and 11, Hilliard and Manning Addition
Blocks 14 and 15, Hilliard and Manning 3rd Addition.

Total true and full value of the property described above for the year 2025 is:

Land	$ 254,700
Improvements	$ 1,478,300
Total	$ 1,733,000 (1)

Total true and full value of the property described above for the year 2025 should be:

Land	$ 0.00
Improvements	$ 500,000
Total	$ 500,000 (2)

The difference of $ 1,233,000 true and full value between (1) and (2) above is due to the following reason(s):

- ☐ 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- ☒ 2. Residential or commercial property's true and full value exceeds the market value
- ☐ 3. Error in property description, entering the description, or extending the tax
- ☐ 4. Nonexisting improvement assessed
- ☐ 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- ☐ 6. Duplicate assessment
- ☐ 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- ☐ 8. Error in noting payment of taxes, taxes erroneously paid
- ☐ 9. Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application.
- ☐ 10. Other (explain) _____

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: $ 1.00 Date of purchase: 3-15-2019
   Terms: Cash ✓ Contract _____ Trade _____ Other (explain) _____
   Was there personal property involved in the purchase price? No (yes/no) Estimated value: $ NA
2. Has the property been offered for sale on the open market? yes (yes/no). If yes, how long? 5 years
   Asking price: $ 1.00 Terms of sale: Cash
3. The property was independently appraised: No (yes/no) Purpose of appraisal: NA
   St. Joe's Plaza Market value estimate: $ 0.00
   Appraisal was made by whom? NA
4. The applicant's estimate of market value of the property involved in this application is $ 0.00
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): NA

Applicant asks that Total amount of the property tax levied for 2025 be abated

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Rich Wardner — 10-29-2026
Signature of Preparer (if other than applicant) — Date

Signature of Applicant — 10/29/26
Date

24775
(2-2016)

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of _____

On _____, _____, the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

_____

_____

_____

Dated this _____ day of _____, _____.

_____
City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approved/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from $ _____ to $ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of $ _____. The Board accepts $ _____ in full settlement of taxes for the tax year _____.

We reject this application in whole or in part for the following reason(s). Written explanation of the rationale for the decision must be attached. _____

_____

_____

_____

Dated _____, _____

_____ _____
County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest?
				yes/no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioner are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

_____ _____
County Auditor Date

Application For Abatement Or Refund Of Taxes

Name of Applicant Mejia-Fuentes, Andres L

County Auditor's File No. 020-2026

Date Application Was Filed With The County Auditor 10-29-26

Date County Auditor Mailed Application to Township Clerk or City Auditor 10-29-26
(must be within five business days of filing date)

ST. JOE'S PLAZA

FINANCIAL POSITION

ST. JOES PLAZA
MONTHLY BUDGET
September 2026 -August 2027

INCOME	**Monthly Revenue**
Rent each month from tenants	$53,620.03
Electricity Payment	7,210.00
Total Income	**$60,830.03**

EXPENSES

Item			**Monthly Payments**
Employees			
Andy's Salary			$5,000.00
Brannan's Salary			$3,970.00
Pablo's Salary			$2,700.00
Cleaning Lady			$2,500.00
Withholding – WSI and Unemployment			$1,700.00
Federal Tax Estimate – St. Joes Plaza			$1,700.00 (Place First Freedom)
Accountant			$ 500.00
Total Employee Costs			**$18,070.00**
Utilities			
City of Dickinson (Sewer and Water)			$ 3,000.00
Consolidated (Internet)			$ 214.00
MDU (Electricity and Gas)			$26,000.00
Total Utilities			**$29,214.00**
Debt Service			
Bobcat - (Loader)	0% Interest	$7,000	$ 521.00
Kubota - (Tractor)	0% Interest	$6,800	$ 420.00
Pump Systems (Sand Filters)	0%	$11,000	$ 1,000.00
USDA – (COVID Loan)	3% Interest	$12,000	$ 231.00
Total Debt Service		**$25,800**	**$ 2,172.00**

Total monthly payments on page 1 **$49,456.00**

Item	Monthly Payment
Total Monthly payments brought forward	**$ 49,456.00**
Maintenance Costs	
Otis - (elevators)	$ 1,050.00
Fire Alarm	$ 415.00
NOVA (Fire Alarm)	$ 165.00
Pest Control	$ 66.00
Boiler Inspections (State of North Dakota)	$ 58.00
Total Maintenance Costs	**$ 1,754.00**
Expendable Supplies	
Fuel	$ 416.00
Cleaning Supplies	$ 200.00
General Supplies	$ 500.00
Filters - Water-Salt	$ 90.00
Filters - Air	$ 350.00
Chemical Aqua	$ 452.00
Total Expendable Supplies	**$ 2,008.00**
Total Monthly Expenses	**$53,218.00**

Summary

Total Income	**$60,830.03**
Total Expenses	**$53,218.00**
Total Income over Expense	**$ 7,612.03**

1. **The following payments are on a twelve month moratorium. (Not included above)**

Private Party Loan # 1	$ 800.00	($75,000)
Private Party Loan #2	$2,000.00	($40,000)
Total Moratorium	$2,800.00	

2. **Expect tenants not paying on time. (Slippage)**
   Slippage each month $3,000.00

3. **$ 7,612.03 - $3,000.00 = $4,612.03 dependable revenues over expenses.**

4. **Starting October 15, 2026 a down payment of $10,000 and monthly payments of $3,000 each month after to MDU, until paid off. Total delinquent bill $49,518.00**

5. Use of the $7,612.03 income over expense.

MDU Delinquent Bill	$3,000.00	
Slippage (Late Rent)	$3,100.00	(Use for debt service when paid)
Unexpected Maintenance	$1,512.00	
Total	$7,612.03	

6. Another cost savings would be to replace the Cleaning Lady ($2,500 per month) With a cleaning machine that would cost $25,800 with 60 months to pay at 2.3% interest and a monthly payment of $530.00 per month. This would allow for an extra $1,970 for St. Joes Plaza to work with in paying off debt and taking care of unexpected maintenance.

7. The next item to be addressed is the property taxes. $11,191.67 on October 1, 2026. The Property Taxes for the year 2023 have been paid.

8. Plan on the slippage of $3,000 each month. Tenant not paying on time. When the slippage dollars are paid, they will be deposited in First Freedom Account.

9. The amount of the MDU bill less than $26,000 per month is considered savings on the MDU bill will be deposited in the First Freedom Account.

10. The First Freedom Account will be used as needed or appropriated.

11. St. Joe's Plaza Major Debt

		Current Situation
Private Loan #1	$75,000	1 Year Moratorium
Private Loan #2	$40,000	1 Year Moratorium
MDU	$39,473	1 year payment plan
Property Tax Due (2024)	$27,663	Due Oct. 1st 2027
Property Tax Due (2025)	$23,068	Due Oct. 1st 2028 (Plus Penalty)
Total Major Debt	$205,204	

12. Space Rented at this time.

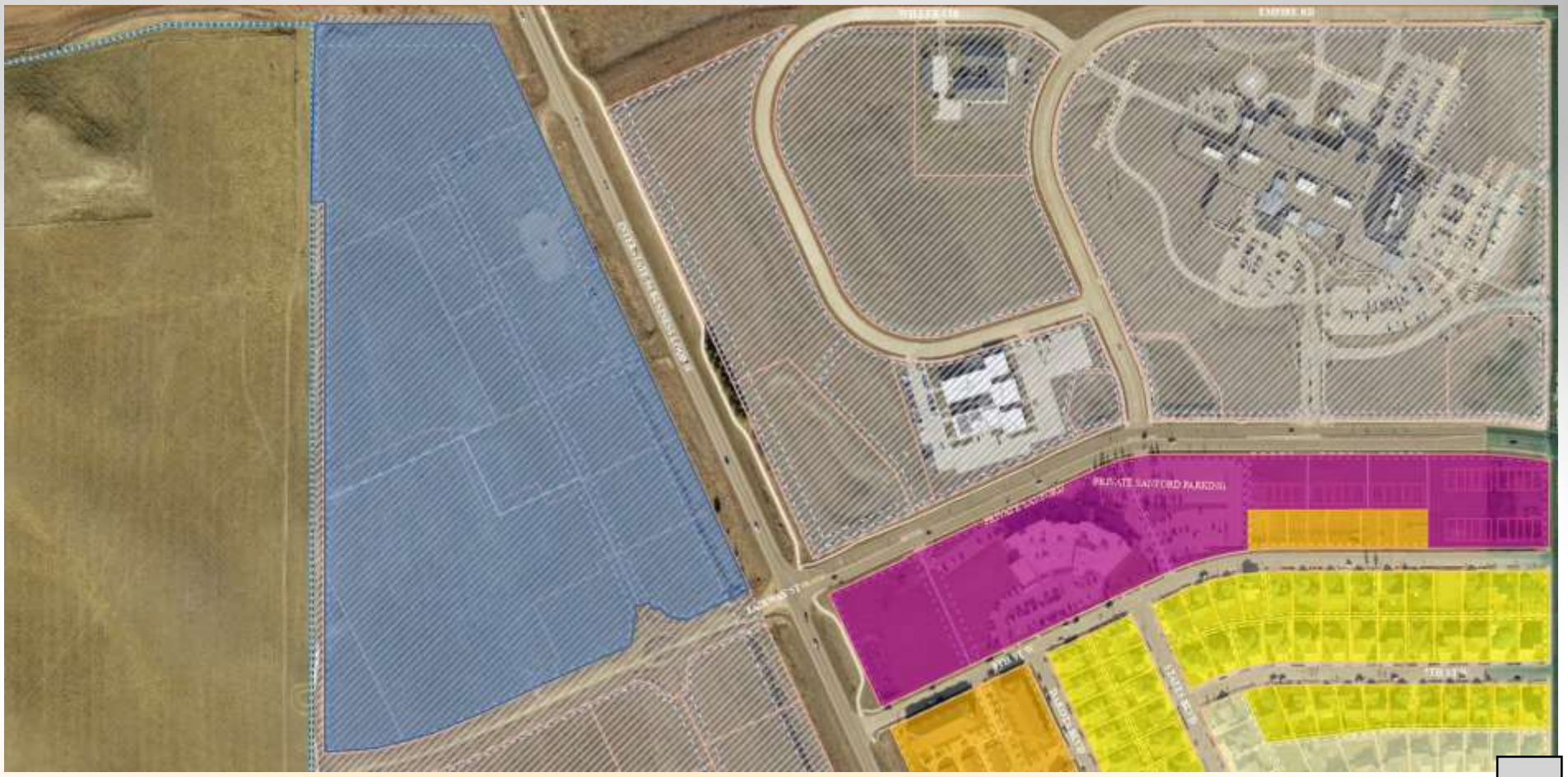
St. Joe's Total Square Footage is approximately 182,000 Square Feet.
Square Footage Leased at this time is 52,150 Square Feet which equals 28.7% of the St. Joe's Plaza facility.

Dickinson Hills Subdivision (REZ-006-2026)

Presented by: City Engineer, Joshua Skluzacek

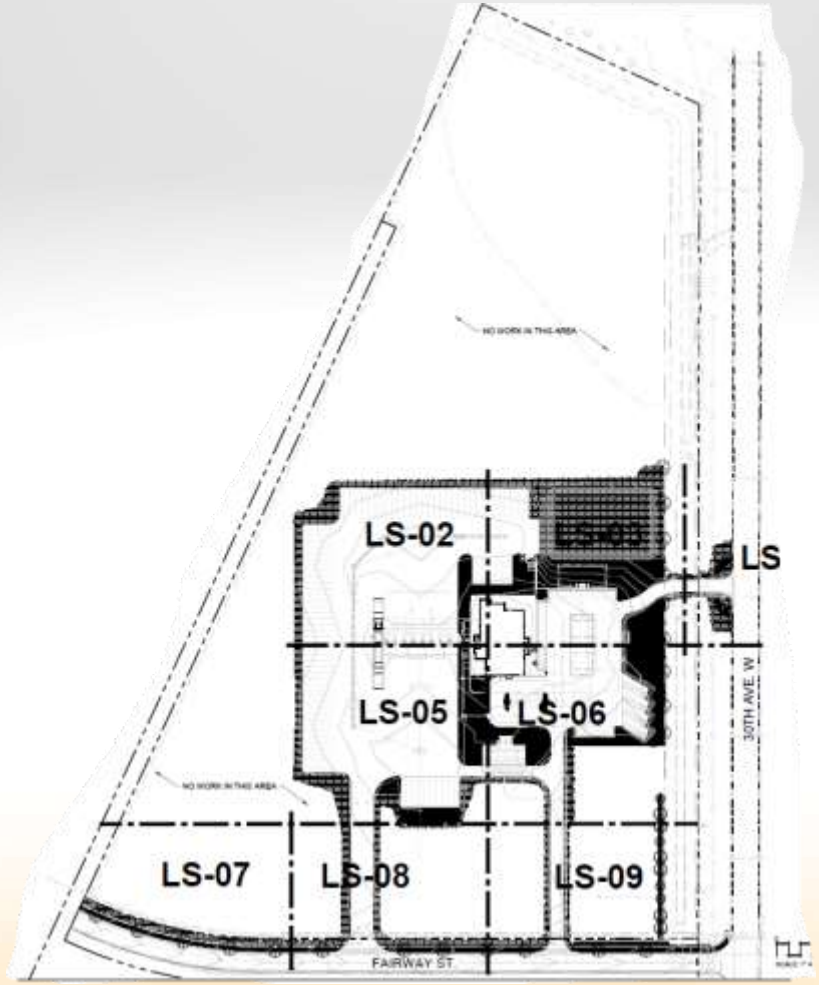
CITY OF Dickinson North Dakota

Dickinson Hills Subdivision (REZ-006-2026)



CITY OF Dickinson North Dakota

Dickinson Hills Subdivision (REZ-006-2026)



CITY OF Dickinson North Dakota

LOVE'S TRAVEL STOPS & Country stores inc. Zoning Map Amendment

To: City of Dickinson Planning and Zoning Commissioners
From: City of Dickinson Community Development Services
Date: November 3, 2026
Re: REZ-006-2026 Zoning Map Amendment

APPLICANT
Love's Travel Stops & Country Stores, Inc.
4 East 300 South
Burley, ID 83318

APPLICANT'S REPRESENTATIVE
Charlie Severs
JSA Civil LLC
111 Tumwater Boulevard SE Suite B203
Tumwater, WA 98501

Public Hearing	November 10, 2026	Planning and Zoning Commission
Public Hearing	November 17, 2026	City Commission
Final Consideration	December 15, 2026	City Commission

The applicant is requesting approval of a Zoning Map Amendment from a Planned Unit Development (PUD) to General Commercial (GC) for Lots 1-3,4A, 5-7,8A, 9,10, 11A, 12, & 13A, Block 1 of the Dickinson Hills Subdivision located in the NW ¼ of Section 5, Township 139 North, Range 96 West of the 5th Principal Meridian in the City of Dickinson. If approved, the applicant intends to develop the property with a full-service truck stop and travel center that would include a retail convenience store, food service offerings, public restrooms, shower facilities and other amenities. The site consists of +/- 39 acres.

Staff recommendation: Staff recommends **approval** of this zoning map amendment contingent on approval of the associated major subdivision plat and any associated development agreement.

The companion Love's Travel Center preliminary major subdivision is also scheduled for public hearing at the November 10, 2026 Planning and Zoning Commission meeting (PLP-007-2026).

DRAFT

LOCATION

The property is generally located on the southwest side of Interstate I-94 Business Loop West south of the U.S. Interstate 94 interchange. The property is currently legally described as Lots 1-3,4A, 5-7,8A, 9,10, 11A, 12, & 13A, Block 1 of the Dickinson Hills Subdivision located in the NW ¼ of Section 5, Township 139 North, Range 96 West of the 5th Principal Meridian in the City of Dickinson.

CURRENT ZONING	**PUD**
FUTURE LAND USE MAP DESIGNATION	**COMMERCIAL**
GROSS SITE ACREAGE	**+/- 39.00 acres**
LOTS PROPOSED	**ONE**

ADJACENT ZONING & LAND USE			
Direction	**Future Land Use Map**	**Zoning**	**Land Use**
North	COMMERCIAL	GC; P	Retail development
East	COMMERCIAL	PUD; Corridor Overlay	Civic and social services
South	HIGH DENSITY RESIDENTIAL	PUD	Undeveloped
West	AGRICULTURAL; RURAL RESERVE OVERLAY	AG	Undeveloped

CONSISTENCY, COMPATIBILITY, COMPLIANCE, AND RECOMMENDATIONS

Consistency with the Comprehensive Plan

The site is located in the Commercial Category on the Future Land Use Map (FLUM). According to **Table 5-2. Zoning District Compatibility with Future Land Use Categories**, the General Commercial (GC) zoning district is permitted in the Commercial FLUM category.

Compatibility with Chapter 62-Zoning of the Municipal Code

Table 62-162-1 in Chapter 62 states the following regarding the General Commercial (GC) zoning district.

This district accommodates a variety of commercial uses, some of which have significant traffic or visual effects. These districts may include commercial uses which are oriented to services, including automotive services, rather than retail activities. These uses may create land use conflicts with adjacent residential areas, requiring provision of adequate buffering. This district is most appropriately located along major arterial streets or in areas that can be adequately buffered from residential districts.

The subject property is located on the I-94 Interstate Business Loop West. This roadway is identified in the Comprehensive Plan and Transportation Master Plan as a major arterial.

The I-94 Business Loop West is located within the City's Corridor Overlay District. The Corridor Overlay District requirements in Section 62-321 of the Zoning Ordinance, as well as the landscaping and screening requirements in Article VIII of the Zoning Ordinance, should adequately screen development from nearby high density residential development.

Compatibility and Comparability

The proposed rezoning to GC would allow uses that are compatible with and comparable to uses allowed on the GC zoned properties located northwest of the subject property. The property located northeast of the subject property is a Planned Units Development (PUD) developed a hospital and with civic and social services uses. It is not anticipated the proposed zoning map amendment would create conflicts with the PUD's existing and future uses.

The property to the south of the subject property is zoned PUD. Permitted uses include those permitted in the GC zoning district as well as high density residential uses.

PUBLIC INPUT AND STAFF RECOMMENDATION

Public Input: Staff has not received any public input as of the date of this report.

Staff Recommendation: City of Dickinson Community Development staff recommends **approval** of REZ-006-2026 contingent on the approval of PLP-007-2026 and the associated development agreement.

MOTIONS:

*****Approval*****

"I move the City of Dickinson Planning and Zoning Commission recommend approval of **REZ-006-2026: The Love's Travel Stops & Country Stores, Inc. Zoning Map Amendment** *as being consistent with the City of Dickinson Comprehensive Plan, as being compliant with the City of Dickinson Zoning Ordinance, and as being in the interest of the public health, safety and welfare "*

(AND) the following additional requirements **(IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):**

1. _____;
2. _____.

*****Denial*****

"I move the Dickinson Planning and Zoning Commission recommend Denial of **REZ-006-2026: The Love's Travel Stops & Country Stores, Inc. Zoning Map Amendment** *as NOT being consistent with the City of Dickinson Comprehensive Plan, as not being compliant with the City of Dickinson Zoning Ordinance, and as being contrary to the interest of the public health, safety and welfare."*

JSA CIVIL

Engineering | Planning | Management

Memorandum

To: City of Dickinson North Dakota

From: JSA Civil, LLC

Date: September 28th, 2026

Subject: Rezone Petition Narrative

Project: Love's Travel Stops – Lots 1-12, Block 1, Dickinson Hills Subdivision

---

City of Dickinson Staff:
Please accept this project narrative in support of Love's Travel Stops' application to rezone Stark County Tax Parcel Numbers 41-2200-01000-100, 41-2200-01000-200, 41-2200-01000-600, 41-2200-01000-700, 41-2200-01000-900, 41-2200-01001-000, 41-2200-01000-400, 41-2200-01000-300, 41-2200-01000-500, 41-2200-01000-800, 41-2200-01001-100, 41-2200-01001-300, and 41-2200-01001-200. The request also includes the consolidation of the lots within Block 1 of the Dickinson Hills Subdivision to create a unified development site.

Proposed Operations and Reason for Application
Love's Travel Stops proposes to develop a full-service travel center consisting of 24 fueling positions, including 16 fueling positions for passenger vehicles and 8 fueling positions for commercial trucks. The project will also include a convenience retail store, food service offerings, public restrooms, shower facilities, and other amenities typically associated with a modern travel center.

The development will include all supporting site improvements necessary to accommodate the proposed use, including parking areas, internal circulation, access improvements, utility infrastructure, landscaping, stormwater management facilities, site lighting, and related appurtenances.

A truck stop is a permitted use within the City's General Commercial (GC) zoning district. However, the subject properties are currently located within a Planned Unit Development (PUD) that does not permit truck stop operations. Accordingly, Love's is requesting that the subject properties be rezoned to the General Commercial (GC) district to allow the proposed development and operation of the travel center.

In conjunction with the rezone request, Love's proposes to consolidate the lots within Block 1 of the Dickinson Hills Subdivision into a single unified development site. As part of the project, Love's will also construct Fairway Street from its current terminus to the western property boundary, consistent with applicable City requirements.

JSA CIVIL
Engineering | Planning | Management

The requested rezoning and associated subdivision actions are necessary to facilitate the proposed development and allow the City to evaluate the project through the applicable land use and development review processes, including review of site design, access and circulation, utility services, stormwater management, and public infrastructure improvements.

Thank you for your consideration of this application. Please contact us if you have any questions or require additional information regarding the proposed project.

Sincerely,
JSA Civil, LLC



Charlie Severs, PE
Principal

FINAL PLAT

LOVE'S TRAVEL CENTER SUBDIVISION

BLOCK 1, DICKINSON HILLS SUBDIVISION,
A PORTION OF THE NORTHWEST QUARTER OF SECTION 5,
TOWNSHIP 139 NORTH, RANGE 96 WEST,
OF THE FIFTH PRINCIPLE MERIDIAN,
CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA

OWNER:

GUY L. WADSWORTH FAMILY TRUST
1350 EAST DRAPER PARKWAY
DRAPER, UT 84020

OWNER CERTIFICATION:

GUY L. WADSWORTH FAMILY TRUST, AS OWNER OF LOTS 1, 2, 3, 4A, 5, 6, 7, 8A, 9, 10, 11A, 12 AND 13A, BLOCK 1, DICKINSON HILLS SUBDIVISION, BEING A PORTION OF THE NORTHWEST QUARTER OF SECTION 5, TOWNSHIP 139 NORTH, RANGE 96 WEST, OF THE FIFTH PRINCIPLE MERIDIAN, CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA, HEREUNTO HAS ADOPTED THIS FINAL PLAT TO COMBINE ALL LOTS FROM DICKINSON HILLS SUBDIVISION, DOCUMENT 3116024 STARK COUNTY RECORDS, AND INCLUDING ANY AND ALL ADJUSTED LOTS PER IRREGULAR PLAT OF LOTS 4, 8, & 11, BLOCK 1, DICKINSON HILLS SUBDIVISION, DOCUMENT 3152107 STARK COUNTY RECORDS. AND DO HEREBY DEDICATE THE SEWERS, WATER DISTRIBUTION LINES AND OTHER STREET IMPROVEMENTS AND OTHER PUBLIC AREAS TO THE CITY OF DICKINSON. AND HEREBY VACATE ALL RIGHT-OF-WAYS AND PUBLIC UTILITY EASEMENTS (PUE) AS NOTE HEREON.

IN WITNESS WHEREOF:

_____ DAY OF _____ , 2026,

BY: _____

ITS: _____

ACKNOWLEDGEMENT:

STATE OF _____ }
} S.S.
COUNTY OF _____ }

ON THIS _____ DAY OF _____, 2026,
PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, WHO ACKNOWLEDGED HIMSELF/HERSELF TO BE THE

_____ OF GUY L. WADSWORTH FAMILY TRUST

_____, BEING DULY AUTHORIZED TO DO SO ON BEHALF OF SAID ENTITY, EXECUTED THIS FINAL PLAT.

IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND OFFICIAL SEAL.

_____
NOTARY PUBLIC

MY COMMISSION EXPIRES: _____

CITY OF DICKINSON COMMISSION APPROVAL

_____ _____
PRESIDENT DATE

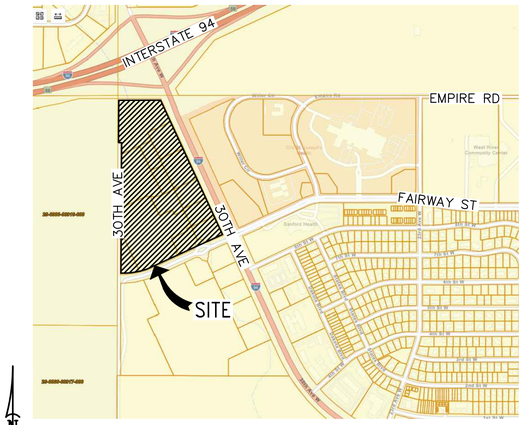
CITY ENGINEER APPROVAL

_____ _____
CITY ENGINEER DATE

CITY PLANNING COMMISSION APPROVAL

_____ _____
SECRETARY DATE

_____ _____
CHAIRMAN DATE



VICINITY MAP
(NOT TO SCALE)

NOTES:

1. FENCING, IF REQUIRED BY THE CITY OF DICKINSON MUNICIPAL CODE, WILL BE IN ACCORDANCE WITH SECTION 34-60 OF SAID CODE.
2. BLOCK 1 OF THIS SUBDIVISION HAS A FLOOD ZONE CLASSIFICATION OF "ZONE X, AREA OF MINIMAL FLOOD HAZARD", AND ZONE AE "0.2% ANNUAL CHANCE FLOOD DISCHARGE CONTAINED IN STRUCTURE" ACCORDING TO THE FEMA FIRM MAP NUMBER 38089C0189F WITH A REVISION DATE OF AUGUST 28, 2024.
3. A COMMERCIAL OWNERS ASSOCIATION SHALL OPERATE AND MAINTAIN THE FACILITIES FOR STORM WATER MANAGEMENT. STORM WATER FACILITIES INCLUDE BUT ARE NOT LIMITED TO PONDS, CULVERTS, CONTROL STRUCTURES, INLETS AND ASSOCIATED BUFFER AREAS.
4. THIS PLAT MUST BE IN CONFORMANCE AT ALL TIMES WITH THE ESTABLISHED STANDARDS SET FORTH IN THE DICKINSON HILLS PLANNED UNIT DEVELOPMENT.
5. ALL EASEMENTS AND ACCESS FOR THE SUBDIVISION SHALL BE PER THE APPROVED COVENANTS, CONDITIONS, AND RESTRICTIONS (CC&R'S) FOR THIS SUBDIVISION.
6. ACCESS SHALL BE ALLOWED THROUGH BLOCK 1 AT ALL TIMES FOR ANY REQUIRED MAINTENANCE OF THE DRAINAGE EASEMENT DEPICTED ON THIS PLAT.
7. UPON COMPLETION OF PHASE 1 CONSTRUCTION FOR LOVE'S TRAVEL CENTER, CERTAIN PORTIONS OF THE PROPERTY DEPICTED HEREON WILL MEET THE REQUIREMENTS FOR DESIGNATION AS A REGULATORY WETLAND AND ARE DESIGNATED HEREON AS "WETLANDS RESTRICTIVE AREAS". NO SUBSEQUENT FILL OR ALTERATION OF THE PROPERTY SO DESIGNATED SHALL BE PERMITTED EXCEPT IN COMPLIANCE WITH THE CURRENT APPLICABLE WETLANDS RULES ADOPTED BY THE FEDERAL GOVERNMENT AND/OR STATE OF NORTH DAKOTA. SUCH RULES MAY REQUIRE SUBMISSION OF AN APPLICATION FOR FILL BY THE PROPERTY OWNER TO THE GOVERNMENTAL AGENCY OR AUTHORITY THEN HAVING JURISDICTION FOR WETLANDS REGULATIONS. WHICH APPLICATION SHALL REPORT THE NAME OF THE SUBDIVISION AND MAY BE APPROVED OR DENIED WITHIN THE DISCRETION AND AUTHORITY OF SUCH AGENCY. THIS RESTRICTION SHALL RUN WITH THE LAND AND SHALL BE BINDING ON ALL PARTIES AND ALL PERSONS HAVING INTEREST THEREIN AND SHALL INURE TO THE BENEFIT OF, AND MAY BE ENFORCED BY, ANY AND ALL GOVERNMENTAL AGENCIES OR AUTHORITIES HAVING JURISDICTION FOR WETLANDS REGULATIONS. THE LOCATION OF THE "WETLANDS RESTRICTIVE AREAS" SHALL BE THE BOTTOM OF THE DRAINAGE DITCH AND DETENTION POND AS CONSTRUCTED.

LEGAL DESCRIPTION:

ORIGINAL LEGAL DESCRIPTION:

LOTS 1, 2, 3, 4A, 5, 6, 7, 8A, 9, 10, 11A, 12 AND 13A, BLOCK 1, DICKINSON HILLS SUBDIVISION, A PARCEL OF LAND LOCATED IN THE WEST HALF OF SECTION 5, TOWNSHIP 139 NORTH, RANGE 96 WEST, OF THE 5TH PRINCIPLE MERIDIAN, CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA.

SURVEY REFERENCES:

1. FINAL PLAT – DICKINSON HILLS SUBDIVISION, DOCUMENT 3152107, STARK COUNTY RECORDS.
2. IRREGULAR PLAT OF LOTS 4, 8 & 11, BLOCK 1, DICKINSON HILLS SUBDIVISION, DOCUMENT 3152107 STARK COUNTY RECORDS.
3. STATE ADDITION, DOCUMENT 214109 STARK COUNTY RECORDS.

BASIS OF BEARINGS:

THE WEST LINE OF THE NORTHWEST QUARTER OF SECTION 5, TOWNSHIP 139 NORTH, RANGE 96 WEST, OF THE FIFTH PRINCIPLE MERIDIAN, STARK COUNTY, NORTH DAKOTA.
BEARING: **S01°48'06"W**

HORIZONTAL DATUM:

HORIZONTAL DATUM:
NAD83(2011) SPCS NORTH DAKOTA SOUTH 3302
UNITS: INTERNATIONAL FOOT
HELD NGS MONUMENT N492 POSITION FROM DATASHEET
GROUND DISTANCES DERIVED FROM TBC, SCALED ABOUT 99
CSF: 0.999821604
TRIMBLE GROUND SCALE FACTOR: 1.0001784274

VERTICAL DATUM:

NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88),
ELEVATIONS BASED ON HELD NGS MONUMENT G14
RECORDED ELEVATION OF **2445.174** FEET.

CERTIFICATION:

I, JON M. YAMASHITA, A PROFESSIONAL LAND SURVEYOR REGISTERED IN THE STATE OF NORTH DAKOTA, HEREBY CERTIFY THAT THIS PLAT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION; THAT IT IS A CORRECT REPRESENTATION OF THE SURVEY; THAT ALL DISTANCES SHOWN ARE CORRECT; THAT THE MONUMENTS ARE PLACED IN THE GROUND AS SHOWN; AND THAT THE OUTSIDE BOUNDARY LINES ARE CORRECTLY DESIGNATED ON THIS PLAT.

_____
JON YAMASHITA, NORTH DAKOTA LICENSE NO. LS27440

STATE OF _____ }
} S.S.
COUNTY OF _____ }

SUBSCRIBED AND SWORN BEFORE ME ON THIS ____ DAY OF _____ , 2026, BY JON M. YAMASHITA.

_____ NOTARY PUBLIC

MY COMMISSION EXPIRES: _____

SHEET 1 OF 2

S&F Land Services
Your Proven Geospatial Partner
1550 E MARYLAND AVE #1
PHOENIX, AZ 85014
(602) 805-8921
WWW.SFLANDS.COM EMAIL: INFO@SFLANDS.COM

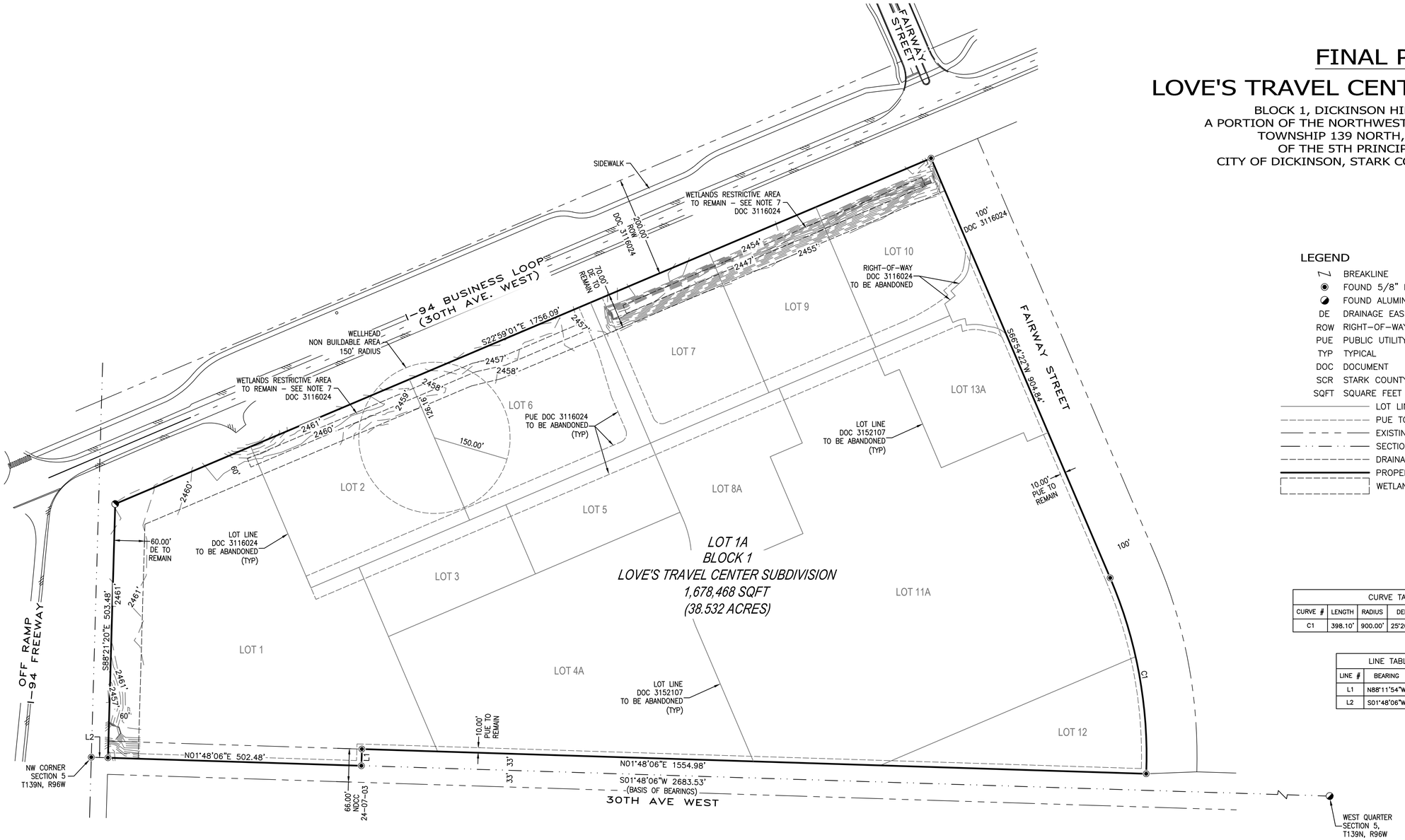
DATE	JOB NO.	FIELD	DRAWN	CHECKED
NOV 30, 2026	2026-920-02	SS	MDP	JY

SURVEY FOR:
LOVE'S TRAVEL CENTER
DICKINSON, NORTH DAKOTA
BLOCK 1, DICKINSON HILLS SUBDIVISION,
A PORTION OF THE NW 1/4 OF SECTION 5,
TOWNSHIP 139 NORTH, RANGE 96 WEST,
OF THE FIFTH PRINCIPLE MERIDIAN,
CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA

FINAL PLAT

LOVE'S TRAVEL CENTER SUBDIVISION

BLOCK 1, DICKINSON HILLS SUBDIVISION,
A PORTION OF THE NORTHWEST QUARTER OF SECTION 5,
TOWNSHIP 139 NORTH, RANGE 96 WEST,
OF THE 5TH PRINCIPLE MERIDIAN,
CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA



LEGEND

	BREAKLINE
	FOUND 5/8" IRON ROD – "LS 8608"
	FOUND ALUMINUM CAP
DE	DRAINAGE EASEMENT
ROW	RIGHT-OF-WAY
PUE	PUBLIC UTILITY EASEMENT
TYP	TYPICAL
DOC	DOCUMENT
SCR	STARK COUNTY RECORDS
SQFT	SQUARE FEET
	LOT LINE TO BE ABANDONED
	PUE TO BE ABANDONED
	EXISTING RIGHT-OF-WAY
	SECTION LINE
	DRAINAGE EASEMENT
	PROPERTY LINE
	WETLANDS RESTRICTIVE AREA

CURVE TABLE				
CURVE #	LENGTH	RADIUS	DELTA	CHORD
C1	398.10'	900.00'	25°20'37"	N79°34'39"E 394.86'

LINE TABLE		
LINE #	BEARING	DISTANCE
L1	N88°11'54"W	33.00'
L2	S01°48'06"W	33.02'

N

100' 0 50' 100' 200'

SCALE: 1" = 100'

SHEET 2 OF 2

S&F Land Services
Your Proven Geospatial Partner
1550 E MARYLAND AVE #1
PHOENIX, AZ 85014
(602) 805-8921
WWW.SFLANDS.COM EMAIL: INFO@SFLANDS.COM

DATE	JOB NO.	FIELD	DRAWN	CHECKED
NOV 30, 2026	2026-920-02	SS	MDP	JY

SURVEY FOR:
LOVE'S TRAVEL CENTER
DICKINSON, NORTH DAKOTA
BLOCK 1, DICKINSON HILLS SUBDIVISION,
A PORTION OF THE NW 1/4 OF SECTION 5,
TOWNSHIP 139 NORTH, RANGE 96 WEST,
OF THE FIFTH PRINCIPLE MERIDIAN,
CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA

Docusign Envelope ID: 39FEFCF2-AED4-8C88-82C0-E148C0A26E7C

OWNER'S AUTHORIZATION FORM

Project: Dickinson ND Love's Truck Stop

Applicant: Love's Travel Stops & Country Stores, Inc.
Applicant's Representative: JSA Civil, LLC
Current Property Owner: Wadsworth, Guy L Family Trust

Property: Lots 1, 2, 3, 4A, 5, 6, 7, 8A, 9, 10, 11A, 12 and 13A, Block 1, Dickinson Hills Subdivision

Date: 9/30/2026

To Whom It May Concern:

This letter will serve as authorization from **Wadsworth, Guy L Family Trust**, as the current owner of the above-referenced property, authorizing **Love's Travel Stops & Country Stores, Inc.** and its representative, **JSA Civil, LLC**, to act on behalf of the property owner for the purpose of preparing, signing, submitting, processing, and obtaining the necessary applications, permits, approvals, and other documents associated with the **Dickinson ND Love's Truck Stop** project.

The undersigned property owner authorizes **Love's Travel Stops & Country Stores, Inc. and JSA Civil, LLC**, including their authorized representatives and consultants, to communicate with the City and other applicable agencies and to submit documents on behalf of the property owner as necessary for the review and permitting of the project.

The undersigned also certifies that permission is granted to all authorized City personnel to enter the premises for the purpose of reviewing this application, conducting inspections, and performing other activities associated with the applicable City review and permitting requirements.

PROPERTY OWNER

DocuSigned by:
Wadsworth, Guy L Family Trust
34E3F9B75F504E9...

By: _____

Printed Name: Guy Wadsworth

Title/Capacity: Manager

Date: 9/30/2026

Phone: 801.576.1453

Email: Guy@wadsbro.com

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP FOR REZONING AND RECLASSIFYING DESIGNATED LOTS, BLOCKS OR TRACTS OF LAND WITHIN THE ZONING JURISDICTION OF THE CITY OF DICKINSON, NORTH DAKOTA.

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

Section 1: That the City of Dickinson Zoning Map as provided in the City Code Section 62-159 and 62-162, designating the area and boundaries of the "PUD" and "GC" zoning districts within the jurisdiction of the City of Dickinson, North Dakota, be amended as follows:

1. To reclassify and rezone parcels from a Planned Unit Development (PUD) to General Commercial (GC) described as follows:

   Lots 1-3, 4A, 5-7, 8A, 9, 10, 11A, 12, and 13A, Block 1 of the Dickinson Hills Subdivision located in the NW¼ of Section 5, Township 139 North, Range 96 West of the 5th P.M., City of Dickinson, Stark County, North Dakota

Section 2: **Repeal of Ordinances in Conflict.** All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: **Severability.** In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: **Effective Date:** This Ordinance shall be in full force and effect form and after final passage.

_____
Scott Decker, President
Board of City Commissioners

ATTEST

_____
Dustin Dassinger, City Administrator

First Reading: _____, 2026
Second Reading: _____, 2026
Final Passage: _____, 2026

Lutz's Fifth Addition Rezone (REZ-007-2026)

Presented by: City/County Planner, Steven Josephson

CITY OF Dickinson North Dakota

Lutz's Fifth Addition Rezone (REZ-007-2026)



CITY OF Dickinson North Dakota

Lutz's fifth Zoning Map Amendment Staff Report

To: City of Dickinson Planning and Zoning Commissioners
From: City of Dickinson Community Development Services
Date: November 3, 2026
Re: REZ-007-2026 Zoning Map Amendment

APPLICANT
Aaron Grinsteinner
Venture Homes
4566 West Ridge Drive Unit 2
Dickinson ND 58601

APPLICANT'S REPRESENTATIVE
Andrew Schrank
Highlands Engineering
319 24th Street East
Dickinson ND 58601

Public Hearing	November 10, 2026	Planning and Zoning Commission
Public Hearing	November 17, 2026	City Commission
Final Consideration	December 15, 2026	City Commission

The applicant is requesting approval of a Zoning Map Amendment from a Community Commercial (CC) to High Density Residential for the proposed Lots 1-6, Block 1 of the proposed Lutz's Fifth Addition Subdivision to be located in the S ½ of Section 28, Township 140 North, Range 96 West of the 5th Principal Meridian in the City of Dickinson. If approved, the applicant intends to develop the property with six (6) residential units. The site consists of +/- 0.62 acres.

Staff recommendation: Staff recommends **approval** of this zoning map amendment contingent upon approval of the associated major subdivision plat and any associated development agreement.

The companion Lutz's Fifth Addition Subdivision preliminary major subdivision is also scheduled for public hearing at the November 10, 2026 Planning and Zoning Commission meeting (PLP-008-2026).

DRAFT

LOCATION

The property is generally located on the northeast corner of 23rd Street West and 6th Avenue West in the City of Dickinson. The property is currently part of a platted lot legally described as Lot 1, N87' Lot 2, Block 5 of the Dickinson Hills Subdivision located in the S ½ of Section 28, Township 140 North, Range 96 West of the 5th Principal Meridian in the City of Dickinson.

CURRENT ZONING	**Community Commercial**
FUTURE LAND USE MAP DESIGNATION	**HIGH DENSITY RESIDENTIAL**
GROSS SITE ACREAGE	**+/- 0.62**
LOTS PROPOSED	**Six**

ADJACENT ZONING & LAND USE			
Direction	**Future Land Use Map**	**Zoning**	**Land Use**
North	LOW DENSITY RESIDENTIAL; HIGH DENSITY RESIDENTIAL	Medium Density Residential (R-2)	Civic and social services; undeveloped
East	LOW DENSITY RESIDENTIAL	CC	Health Department
South	COMMERCIAL	CC	Vacant Building
West	LOW DENSITY RESIDENTIAL;	R-2	Residential

CONSISTENCY, COMPATIBILITY, COMPLIANCE, AND RECOMMENDATIONS

Consistency with the Comprehensive Plan

The site is located in the High Density category on the Future Land Use Map (FLUM). According to **Table 5-2. Zoning District Compatibility with Future Land Use Categories**, the High Density Residential (R-3) zoning district is permitted in the High Density FLUM category.

According to Figure 4-4 Vacant Land Availability, the subject property is identified as vacant lot that is ready to develop.

Compatibility with Chapter 62-Zoning of the Municipal Code

Table 62-162-1 in Chapter 62 states the following regarding the High Density Residential (R-3) zoning district.

This district is intended to provide for medium-density residential neighborhoods, characterized by single-family dwellings on small to moderately sized lots and low-density, multiple-family development. It adapts to both established and developing neighborhoods, as well as transitional areas between single-family and multifamily neighborhoods. Its regulations are intended to minimize traffic congestion and to ensure that density is consistent with the carrying capacity of infrastructure

According to Table 62-162-3a in Chapter 62, the minimum R-3 lot area is 7,000 square feet. The subject property exceeds the minimum R-3 lot area.

Compatibility and Comparability

The proposed rezoning to R-3 is compatible with and comparable to the current zoning in the vicinity as well as with the general development pattern in the vicinity.

PUBLIC INPUT AND STAFF RECOMMENDATION

Public Input: Staff has not received any public input as of the date of this report.

Staff Recommendation: City of Dickinson Community Development staff recommends **approval** of REZ-007-2026 contingent on the approval of PLP-008-2026 and the associated development agreement.

MOTIONS:

*****Approval*****

"I move the City of Dickinson Planning and Zoning Commission recommend approval of **REZ-007-2026: Lutz's Fifth Addition Zoning Map Amendment** *as being consistent with the City of Dickinson Comprehensive Plan, as being compliant with the City of Dickinson Zoning Ordinance, and as being in the interest of the public health, safety and welfare "*

(AND) the following additional requirements **(IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):**

1. _____;
2. _____.

*****Denial*****

"I move the Dickinson Planning and Zoning Commission recommend Denial of **REZ-007-2026: The Lutz's Fifth Zoning Map Amendment** *as NOT being consistent with the City of Dickinson Comprehensive Plan, as not being compliant with the City of Dickinson Zoning Ordinance, and as being contrary to the interest of the public health, safety and welfare."*

HIGHLANDS ENGINEERING

Transmittal Letter

To: Natalie Birchak – City Planner
City of Dickinson
38 1st Street West
Dickinson, ND 58601

From: Andrew Schrank, PE
Highlands Engineering
319 24th Street East
Dickinson, ND 58601
701.483.2444
schrank@highlandseng.com

Date: October 2, 2026

Re: Rezone Application – Lutz's Fifth Addition

Message: Enclosed you will find the following Rezone application documents for the above referenced project:

- Narrative (included, below) of the Project Description
- Warranty Deed for the Properties
- City Parcels Map for the Area
- City Zoning Map for the Area
- Current Lutz's Fifth Addition Plat

Rezoning Request

The applicant is requesting a change from Community Commercial (CC) to High Density Residential (R3) for the proposed Lots 1-6, Block 1 of Lutz's Fifth Addition.

Project Description

The owner/applicant is requesting this change in zoning in conjunction with the Major Plat Application for Lutz's Fifth Addition to allow for two (2) multi-family 3-plexes to be built within Lots 1-6 of this proposed subdivision.

The zoning to the west and north of this property is Medium Density Residential (R2). The zoning to the east and south of this property is Community Commercial (CC). High-Density Residential (R3) Zoning is present just northeast of this property.

This request will provide a transition from the adjacent Medium Density Residential (R2) zoning to the north and west of this property to the Community Commercial (CC) zoning to the south and east of this property. It is also consistent with the adjacent existing High Density Residential (R3) Zoning to the northeast.

The south 100-feet of this subdivision, proposed as Lot 7, is to remain Community Commercial (CC) for future commercial development.

To prevent zoning designations that do not align with platted lot lines, we would request that the City make this zone change contingent on the Lutz's Fifth Addition plat.

Your consideration of this request is greatly appreciated. Feel free to contact me for any additional information or questions regarding this submittal. Thank You!



Andrew Schrank, PE, CFM
Highlands Engineering

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP FOR REZONING AND RECLASSIFYING DESIGNATED LOTS, BLOCKS OR TRACTS OF LAND WITHIN THE ZONING JURISDICTION OF THE CITY OF DICKINSON, NORTH DAKOTA.

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

Section 1: That the City of Dickinson Zoning Map as provided in the City Code Section 62-159 and 62-162, designating the area and boundaries of the "CC" and "R3" zoning districts within the zoning jurisdiction of the City of Dickinson, North Dakota, be amended as follows:

1. To reclassify and rezone parcels from a Community Commercial (R3) to High Density Residential (R3) described as follows:

   Lot 1, N87' Lot 2, Block 5 of the Dickinson Hills Subdivision located in the S½ of Section 28, Township 140 North, Range 96 West of the 5th P.M., City of Dickinson, Stark County, North Dakota

Section 2: **Repeal of Ordinances in Conflict.** All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: **Severability.** In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: **Effective Date:** This Ordinance shall be in full force and effect form and after final passage.

_____
Scott Decker, President
Board of City Commissioners

ATTEST

_____
Dustin Dassinger, City Administrator

First Reading: _____, 2026
Second Reading: _____, 2026
Final Passage: _____, 2026

OWNER SIGNATURE

Lutz's Fifth Addition

I, Aaron Grinsteinner, do hereby declare that I am an authorized representative of *Venture Homes, LLC,* the owner of property described by the enclosed Lutz's Fifth Addition plat, and I hereby authorize Highlands Engineering to sign for and represent *Venture Homes, LLC* for such Zoning and Platting applications to the City of Dickinson that may be necessary for this proposed subdivision.

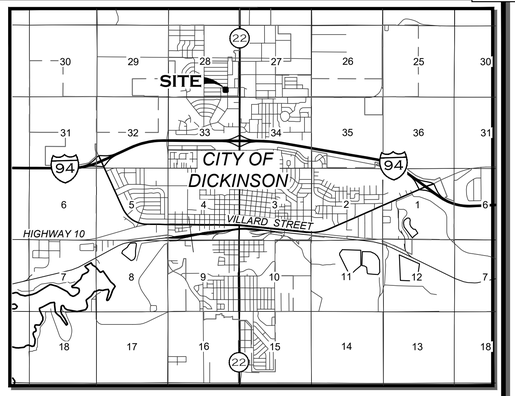
Signature: 

Date: 10-1-26

RESERVED FOR RECORDER'S OFFICE

LUTZ'S FIFTH ADDITION

BEING THE REPLAT OF LOT 1 AND THE NORTH 87-FEET OF LOT 2, BLOCK 5, LUTZ'S FIRST ADDITION IN THE S½ OF SECTION 28, T140N, R96W, OF THE 5TH P.M. CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA



VICINITY MAP
1" = 1 MILE

LEGAL DESCRIPTION

A PARCEL OF LAND BEING LOT ONE (1) AND THE NORTH 87-FEET OF LOT TWO (2), BLOCK FIVE (5) OF LUTZ'S FIRST (1ST) ADDITION LOCATED IN THE SOUTH HALF OF SECTION TWENTY-EIGHT (28), TOWNSHIP ONE HUNDRED FORTY NORTH (T140N), RANGE NINETY-SIX WEST (R96W), OF THE FIFTH PRINCIPAL MERIDIAN (5TH P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA.

SAID PARCEL CONTAINS 1.11 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

SURVEYOR'S CERTIFICATE

I, KC HOMISTON, REGISTERED PROFESSIONAL LAND SURVEYOR, LS-5466, FOR HIGHLANDS ENGINEERING AND SURVEYING, PLLC, RESIDING AT 319 24TH STREET EAST, DICKINSON, N.D., DO HEREBY CERTIFY THAT THE LUTZ'S FIFTH ADDITION PLAT SHOWN HEREON IS A CORRECT REPRESENTATION OF THE SURVEY, THAT ALL DISTANCES ARE CORRECT, MONUMENTS ARE PLACED IN THE GROUND AS SHOWN, THAT THE OUTSIDE BOUNDARY LINES ARE CORRECTLY DESIGNATED ON THE PLAT AND WAS MADE BY ME, OR UNDER MY DIRECTION, AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED MY NAME:

_____
KC HOMISTON, LS-5466

PROPRIETOR'S CERTIFICATE

I, AARON GRINSTEINNER, THE UNDERSIGNED, AS AN AUTHORIZED REPRESENTATIVE OF *VENTURE HOMES, LLC*, THE OWNER AND PROPRIETOR OF LOT 1 AND THE NORTH 87-FEET OF LOT 2, BLOCK 5, LUTZ'S 1ST ADDITION IN THE CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA, ON THIS PLAT SHOWN HEREON AND DESCRIBED IN THE SURVEYOR'S CERTIFICATE, DO HEREBY DECLARE THAT I HAVE CAUSED THE SAME TO BE SURVEYED AS SHOWN ON THE ACCOMPANYING PLAT, AND DO HEREBY DEDICATE ALL UTILITY EASEMENTS AS SHOWN TO PUBLIC USE FOREVER.

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED MY NAME:

SIGNATURE: _____
AARON GRINSTEINNER

STATE OF _____ }
SS
COUNTY OF _____ }

ON THIS _____ DAY OF _____, 20_____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED **AARON GRINSTEINNER**, TO ME KNOWN TO BE THE SAME PERSONS DESCRIBED IN AND THAT EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND SEVERALLY ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME.

SIGNATURE: _____

MY COMMISSION EXPIRES: _____

CITY OF DICKINSON COMMISSION APPROVAL

PRINTED NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

CITY ENGINEER APPROVAL

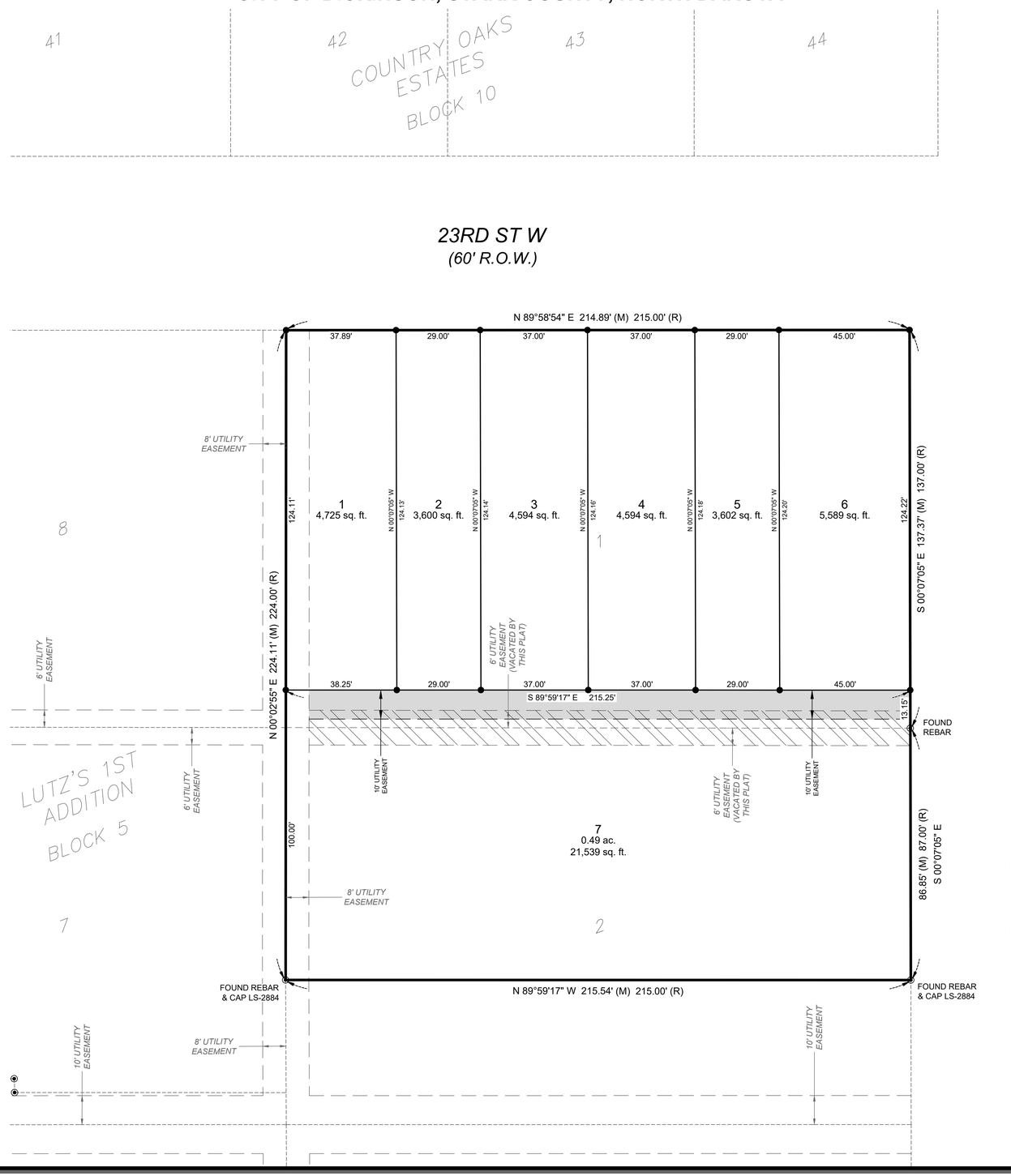
PRINTED NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

CITY PLANNING AND ZONING COMMISSION APPROVAL

PRINTED NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____



LEGEND

- SUBDIVISION BOUNDARY
- PROPOSED LOT LINES
- EXISTING LOT LINES
- EXISTING LOT LINES VACATED BY THIS PLAT
- EXISTING EASEMENTS
- PROPOSED PUBLIC UTILITY EASEMENT
- PUBLIC UTILITY EASEMENT VACATED BY THIS PLAT
- FOUND MONUMENT
- SET #5, 18-INCH REBAR & CAP STAMPED "HIGHLANDS LS-5466"

ABBREVIATIONS

R.O.W.	RIGHT-OF-WAY
AC.	ACRE
(M)	MEASURED DISTANCE
(R)	RECORDED DISTANCE

NOTES

1) DISTANCES SHOWN ARE MEASURED GROUND DISTANCES, INTERNATIONAL FOOT, DERIVED FROM A LOCAL COORDINATE SYSTEM. SAID PROJECT HAS A CENTRAL MERIDIAN OF LATITUDE: 46°51'42.38124" / LONGITUDE: 102°47'24.24987". BEARINGS ARE BASED ON TRUE NORTH AT THIS LOCATION.
2) DATE OF LATEST FIELD WORK: SEPTEMBER 2026
3) THIS SUBDIVISION IS LOCATED OUTSIDE THE 1% ANNUAL CHANCE SPECIAL FLOOD HAZARD AREA AS SHOWN BY ZONE "X" OF FEMA FLOOD INSURANCE RATE MAP (FIRM) NUMBERS 38089C0191F AND 38089C0193F, WITH EFFECTIVE DATES OF AUGUST 28, 2024.

N
W E
S

0 20' 40'
SCALE: 1" = 20'

HIGHLANDS ENGINEERING
319 24TH STREET EAST, DICKINSON, ND 58601
OFFICE: 701.483.2444 | WWW.HIGHLANDSENG.COM

PROJECT NUMBER:	262217	SCALE:	1"=20'
DRAWN BY:	AWS	DATE:	10/01/26