



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Rick Feltner, Airport Director

DATE: February 16, 2021

**SUBJECT: MINOT INTERNATIONAL AIRPORT CORONAVIRUS RESPONSE AND RELIEF
SUPPLEMENTAL APPROPRIATIONS ACT (CRRSA) GRANT ACCEPTANCE**

I. RECOMMENDED ACTION

- A. Recommend Council approve acceptance of CRRSA grant as described in the attached Application for Federal Assistance SF-424's; and
- B. Authorize the Airport Director to sign any applicable documentation.

II. DEPARTMENT CONTACT PERSONS

Rick Feltner, Airport Director 857-4724

III. DESCRIPTION

A. Background

Similar to the CARES ACT funding received by the Airport in 2020, CRSSA funding is offered to airports to assist with operational expenses during this time of reduced passenger traffic and declining ancillary revenue that have resulted from the ongoing COVID-19 pandemic. New to this round of relief is money allocated specifically for airport concessionaires (e.g. car rental companies and food & beverage retailers). Minot International Airport has been offered \$1,689,084 for operational expenses and \$35,147 to be used to assist on-airport concessionaires.

B. Proposed Project

The Airport will be able to submit operational expenses directly to the FAA for reimbursement. Examples of eligible expenses include: payroll/benefits; debt service; utilities; outside contracts, etc. This will enable the airport to offset revenue losses from incomes sources such as: landing fees; parking; car rental; food & Beverage sales, etc.

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

This funding will be a bridge between our current state of significant revenue reductions and our return normal operations. The Airport will be able to meet all of its current financial obligations during this period.

B. Service/Delivery Impact:

The Airport will remain open and fully operational for all aviation users.

C. Fiscal Impact:

This funding will ensure that 2021 budget projections for revenue are met, and that additional funding from the City for continued operations will not be required.

V. ALTERNATIVES

The Council could choose not to accept the funding

VI. TIME CONSTRAINTS

Timely submittal of the application will ensure revenue streams to the Airport are uninterrupted.

VII. LIST OF ATTACHMENTS

- A. ND MOT – SF424
- B. ND MOT – SF424C