

*The items listed below are for informational purposes only. Any item may be moved to the full agenda for public vote at a subsequent Authority Board meeting.*

1. Public contact is still restricted in the administrative office; a table has been placed just inside front door with instructions on the door directing all packages, etc. to be left on that table. Door remains locked and access is limited due to COVID-19 concerns.
2. The NCAA Conference in Wilmington has been re-scheduled for August 9-21, 2021 in Pinehurst. Those of you that had been registered to attend, please make your own hotel reservations. Please see attached information.
3. New Fuel Farm is operational. Final payment has been made for tanks; some balance remains to Sunland for site work
4. Negotiations continue for an entity to operate an aircraft maintenance shop next door in the maintenance hangar.
5. Kristen Janes, Airport Business Manager is progressing well in the training process. As of April 1, I have reduced my in-office hours.
6. New lighting vault enclosure is scheduled to arrive Thursday June 24, 2021.
7. Electrical contract has been awarded to Rifenburg Electric.
8. Last remaining obsolete hangar will be demolished and removed once new electrical vault is operational.
9. Administrative office will present the FY 21-22 Budget at the June 24 Meeting
10. Airport Business Manager is updating all hangar files to ensure compliance with all guidelines.
11. Hangar waiting list continues to increase; plan is to start requiring deposits upon delivery of steel.
12. All hangar occupants have been notified of hangar rate adjustment effective July 01, 2021
13. Attorney is in process of reviewing current hangar and ground lease documents and revising to better protect airport interests. Hangar lease is ready; ground lease still in progress and will be sent to the Board for review in the next few days.
14. Demand is strong for both t-hangars and ground leases

15. Research is ongoing for a hangar maintenance software program. Most programs are directed at building management such as apartment complexes or shopping centers. At this point, only one US company seems to focus solely on airports entirely. Airport needs are specific and are not easily addressed in generic software. With multiple pieces and parts (insurance, registration documents) coming due any of 365 days, along with multiple hangar sizes and various rents, generic software takes a lot of manipulation of data that can lead to numerous errors; basically the same as having nothing and doing it by hand.
16. Suggest in the coming fiscal year we consider moving to RFID technology for all gate control thus eliminating gate codes. Access to hangars and airfield would be by an airport issued RFID sticker affixed to vehicle not by a gate code.
17. Discussion is underway with the Division of Aviation regarding funding to repair Runway 3-26 with a reduced width of 75 feet. Excess asphalt will be removed in the rehab process and runway lighting will be replaced as part of this project; Airport has also requested that airfield drainage issues (near the tetrahedron) be addressed in conjunction with this runway project. Talbert & Bright is currently developing cost estimate proposals and project scope for presentation to DOA.