

*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. Main door to administrative office has been unlocked and a sign is posted asking visitors to knock before entering. Hopefully this request to knock will slow down unnecessary interruptions.
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 pending completion of several punch list items
4. Negotiations continue for an entity to operate an aircraft maintenance shop next door in the maintenance hangar. We are currently waiting on an official proposal.
5. Kristen Janes, Airport Business Manager, has officially transferred to the Airport; she will remain a County Employee
6. New lighting vault enclosure has been set in place and we are now waiting on materials.
7. Rifenburg Electric anticipates receiving delayed materials and project completion around September 03, 2021.
8. Last remaining obsolete hangar will be demolished and removed as soon after September 3 as possible.
9. The FY 21-22 Budget was approved at the June 24 Meeting
10. Airport Business Manager is continuing updating all hangar files to ensure compliance with all guidelines.
11. Airport owned 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. New Hangar leases have been sent to all current hangar occupants. All but one have been returned. (Mr. Yenner is deployed, his documents are in the mail.)

14. Attorney has provided a revised ground lease document to better protect airport interests. The revised ground lease has been provided to all Board members for their review; only one Board member has responded at this time.
15. Revised Hangar lease is ready and has been provided to all current airport occupants.
16. Demand is strong for both t-hangars and ground leases
17. We currently have 7 deposits on hand for the construction of private hangars; construction cannot begin on these units until our existing storm water permit is modified and approved by DEHNR.
18. 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 entity 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 one of 365 days, along with multiple hangar sizes and various rents, generic software takes a lot of data manipulation that can lead to numerous errors; basically the same as having nothing and doing it by hand.
19. 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. This would provide access to data as to the individuals entering airport property. It would also prevent housing of unknown aircraft (owner could not get back in the gate to access his plane).
20. Discussion is underway with the Division of Aviation regarding funding to repair Runway 3-21 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 has presented a cost estimate proposals and project scope for presentation to DOA.
21. Airport minimum standards are currently under committee review. Hopefully they will be ready for final Board approval within two weeks.
22. The Auditor, Reid Parker has been working on our 2020-21 audit. We still are providing documentation.