

NORTHEAST WYOMING REGIONAL AIRPORT

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Director's Report March 19, 2021

1. Passenger statistics

Total passengers for April 2,750 making a total of 10,053 for the year this far. We are still down 22% from last year but advanced bookings are still looking good throughout the summer. As more airports continue to open and get back to pre COVID we will continue to see our enplanements rise.

2. Mask Mandate

The federal mask mandate that the airport is required to follow has been extended until September 13, 2021. The mandate states that when in the airport terminal, TSA screening area or on a commercial flight a mask must be worn unless the person is eating or drinking. Either TSA or the SkyWest can deny boarding if someone refuses to wear a mask.

3. Sign Update

Epcon signs started installing the new wayfinding and terminal signage last week. They will start on the main entrance sign this week and the project should be completed at the end of the week. When the welders installed the sign on the back part of the terminal, they didn't lay anything down to protect the new rubber membrane and burnt holes in the new roof. This will be a costly fix and the airport we need to go after Epcon Signs to cover these costs.

4. Airport Terminal

The airport terminal roof project was completed last week. Most of the walk-through punch list has also been completed except for hooking some cameras back up. Airport staff will be coordinating with the Sage Hoppers RC club to come out and re-hang their planes.

5. Static Display/ Open House 2021

The staff has done some research on a date for the static display/open house. The date we feel will work best for everyone will be September 18, 2021. We picked this date because events have already been planned for September 11, when the Vietnam Wall will be here with special 9/11 events planned and also we miss the numerous car shows like Cool Deadwood Nights and the Library car show that are already scheduled. This way we feel we will get more people to attend and also won't interfere with events that are regularly scheduled each year.

6. **Café Vending In Secure Area**

Staff has been in talks with the café regarding vending inside the secure area. Home Fire Foods has looked into purchasing a food and beverage machine for the secure area. The beverage would have coffee and hot drinks with the other having cold and frozen vending. The owner has gotten prices and feels it's something she can make happen. She will also order one to place in the spot where we had free coffee. As the board is aware, we had to cut providing free coffee due to the budget restraints. Staff will keep the board up to date on the progress of the machines.

7. **Budget**

Interim Director Chatfield received a letter last week stating that the airport budget for 2021-2022 has been provisionally approved. The only part that will need to be adjusted is the salary expense when it is determined the status of the director when the new fiscal year begins.

8. **Next Airport Board Meeting**

The next scheduled Airport Board Meeting will be Wednesday June 16, 2021.