

AGENDA
Chippewa Valley Regional Airport Commission
Friday, June 19, 2020, 7:30 a.m.
Virtual Meeting via Webex Events

Dial In: 1-415-655-0001
Access Code: 145 254 5888
***please remain muted when not speaking**

For those wishing to make public comment, you must e-mail Erin Switzer at admin@chippewavalleyairport.com at least 30 minutes prior to the start of the meeting. You will be called on during the public session to make your comments.

1. Call To Order
2. Confirmation of Meeting Notice
3. Roll Call - Voice
4. Approval of Minutes
 - a. May 15, 2020 Regular Commission Meeting
 1. Discussion/Action
5. CVRA Finance and Activity Reports
 - a. Expense Vouchers and Financial Report
 1. Discussion/Action
 - b. Key Indicators:
 - Airline Operations
 - Car Rental Operations
 - Tower Operations
 1. Discussion/Action
 - c. Hangar Occupancy
 1. Discussion/Action
6. Public Comment Period - (Maximum 2 minutes per person)
7. Operational Matters
 - a. Airport Operations Report
 - Airport Tenant Operations Update
 - Airport Community Outreach
 1. Discussion/Action
 - b. Airport Strategic Plan Update/Review
 - 2020-2022 Plan Update
 - Operational Review

1. Discussion/Action

c. Project Summary

- AIP 43 Rwy 14/32 Rehabilitation
- AIP 45 Multi-Function Equipment Purchase, Phase I fence design, Taxiway A Lighting Design, Airfield Markings, ARFF Testing Equipment and WHA/WHMP – FY20 bids
- AIP 46, 47 and 48 Rwy 4/22 and Taxiway A Rehabilitation, ARFF Building Rehab, Master Plan Update – FY21
- AIP 49 Phase II Design and Construct Wildlife Fence and Wildlife Study Recommendations – FY22
- State Aid 65 Equipment Procurement Project – FY20
- State Aid Equipment Storage Building Addition Project – FY20
- K-Row Hangar Construction Project – FY20

1. Discussion/Action

8. Previous Business: None.

9. New Business:

a. Approval to Proceed with a Contract for Construction of Two 60'x60' Box Hangars with Olympic Builders

1. Discussion/Action

b. Draft 2021 Airport Operating and Capital Improvement Budget

1. Discussion/Action

c. State Trust Fund Loan Payoff

1. Discussion/Action

d. Proposed Closed Session pursuant to Wisconsin Stat. s. 19.85 (1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility,

To wit: Confirmation of airport director performance evaluation and consideration of airport director employment agreement

Return to Open Session: Announce status of any decision or action in closed session

1. Discussion/Action

e. Airport Commission Annual Meeting

1. Discussion/Action

10. Discuss Future Agenda Items

11. Set Future Meeting Dates and Times

12. Adjournment:

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 715-839-6945 (FAX) 715-839-1669 or (TDD) 715-839-4735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703.

MINUTES

Chippewa Valley Regional Airport Commission
Friday, May 15, 2020, 7:30 am
Virtual Meeting via Webex Events

MEMBERS PRESENT: Commissioners Rick Bowe, Scott Francis, Bill Hilgedick, Peter Hoeft, and Kevin Stelljes were present via Webex Events virtual meeting.

MEMBERS ABSENT: Leigh Darrow and Barry Wells

OTHERS PRESENT: Amy Michels-Mead & Hunt, Heather DeLuka-Airport Neighborhood Association, Jeff Husby-Hawthorne Aviation, Ron Ford-Menards, Charity Zich-Airport Director, Todd Norrell-Maintenance Supervisor and Erin Switzer-Administrative Associate were present via Webex Events virtual meeting.

1. **Call to Order:** Chair Bill Hilgedick called the meeting to order at 7:30 am.
2. **Confirmation of Meeting Notice:** The meeting was noticed.
3. **Roll Call:** Commissioners Rick Bowe, Scott Francis, Bill Hilgedick, Peter Hoeft and Kevin Stelljes were present via Webex Events virtual meeting.
4. **Approval of Minutes:**
 - a. **April 17, 2020 Regular Commission Meeting:**
On a motion by Com. Bowe, seconded by Com. Stelljes, the minutes of the April 17, 2020 meeting were approved as submitted.
(Ayes 5-Nayes 0)
5. **CVRA Finance and Activity Reports:**
 - a. **Expense Vouchers, Credit Card Charges and Financial Report**
 - The Airport Director discussed the financial impacts that the COVID-19 pandemic continues to have on the Airport financials.
On a motion by Com. Francis, seconded by Com. Hoeft, the expense vouchers were approved as submitted.
(Ayes 5-Nayes 0)
 - b. **Key Indicators:**
 - **Airline Operations**
Airline Enplanements are down for the month and for the year.
 - **Car Rental Operations**
Cars rented are down for the month and up for the year.
 - **Tower Operations**
Tower Operations are down for the month and for the year.
 - c. **Hangar Occupancy:**
There are three T-hangars available in the north hangar area.

6. **Public Comment Period:** Heather DeLuka from the Neighborhood Association inquired about how the neighboring community can be involved in the Master Plan update. This will be addressed in the Project Summary later in the meeting.

7. **Operational Matters:**

a. **Airport Operations Report**

- **Airport Tenant Operations Update:** The Airport Director reviewed how Airport Tenant Operations have been impacted by the COVID-19 pandemic; noting Airline operations have been reduced to one per day, the restaurant has closed until June 1st and most of the car rental counter hours of operation and FBO hours were reduced temporarily.
- **2019 Annual Report:** The Airport Director noted the 2019 Annual Report included in the Commission packet.
- **Airport Community Outreach:** The Commission reviewed the Airport Community Outreach opportunities for 2020. The Airport Director noted that many future events have been cancelled, including the Chippewa Valley Air Show.
- **Eau Claire Economic Recovery Task Force:** The Airport Director noted that she has been asked to chair the Transportation Division of the Eau Claire Economic Recovery Task Force that has been created.

b. **Airport Strategic Plan Update/Review:**

- **Operational Review:** The May Operational Review covered Airport Security, Perimeter Fencing and Technology. The Airport Director and Commission discussed postponing the Strategic Planning meeting until July and tentatively planned it for July 16th at 10 am.

c. **Project Summary**

- **AIP 43 Rwy 14/32 Rehabilitation:** Mead & Hunt requested that this project be moved up, but the contractors are unavailable for several weeks yet.
- **AIP 45 Multi-Function Equipment Purchase, Phase I fence design and , Taxiway A Lighting Design, Airfield Markings, ARFF Testing Equipment and WHA/WHMP - FY20:** Bids have been received on markings and snow removal equipment and the State is working on the grant application.
- **AIP 46, 47, and 48 Rwy 4/22 and Taxiway A Rehabilitation, ARFF Building Rehab, Master Plan Update - FY21:** A supplemental grant through the FAA has been awarded for the ARFF Building construction. There will be a public meeting scheduled regarding the Master Plan Update when we get closer to the project. It will not take place in 2020.
- **AIP 49 Phase II Design and Construct Wildlife Fence and Wildlife Study Recommendations - FY22**
- **State Aid 65 Equipment Procurement Project:** The tractor has been received and we are still waiting to go to bid on the mowing equipment.
- **State Aid Equipment Storage Building Addition Project:** We are waiting on the finalized contract with the consultant.
- **K-Row Hangar Construction Project - FY20:** The construction walk-through will take place in May and bids will be due in June. Construction is planned to be completed by the end of 2020.

8. **Previous Business: None.**

9. **New Business:**

a. **Acceptance of CARES Act Grant Funds**

On a motion by Com. Francis, seconded by Com. Bowe, the Commission approved the CARES Act Grant Application for Federal Assistance to reimburse airport operations and maintenance expenses in the amount of \$4,301,292.

(Ayes 5-Nayes 0)

b. **Request to Extend Hangar I-4 Land Lease**

- The Airport Director and Commission discussed the Request to Extend the Hangar I-4 Land Lease.

On a motion by Com. Bowe, seconded by Com. Francis, the Commission approved an extension of the Hangar I-4 Land Lease as recommended by the Airport Director through April 30, 2040.

(Ayes 3-Nayes 2)

c. **Airport Director Performance Evaluation**

- The Airport Director and Commission Chair discussed the Airport Director's Performance Evaluation. Forms will be sent to the Commissioners and should be returned to the Commission Chair by June 1st.

10. **Discuss Future Agenda Items:**

- a. **Compiled results for the Airport Director Performance Evaluation**
- b. **Airport Director Employment Contract**
- c. **Chippewa Valley Regional Airport Commission Annual Meeting**
- d. **First Draft of 2021 Budget**
- e. **Call-in meeting attendance options for future meetings**

11. **Set Future Meeting Dates and Times:** The next Regular Commission Meetings are planned for June 19th, July 17th and August 21st. The Strategic Planning Meeting is scheduled for Thursday, July 16th, time TBD.

12. **Adjournment:**

On a motion by Com. Francis, seconded by Com. Hoeft, the meeting was adjourned at 8:40 am.

(Ayes 5-Nayes 0)

Respectfully Submitted,

Scott Francis, Secretary

May Vouchers for approval June 19, 2020

CBS Squared	Consultant design, K-Row hangars construction	53510-820	\$23,834.00
Chippewa Valley Energy	Fuel Purchase, (1994) gal gasohol; (1002) gal diesel	53510-377	\$3,707.46
Cintas	Uniforms & Towels	53510-298	\$330.59
Eau Claire County Highway	Sand-labor/delivery; Salt-material only; Crack sealing	53510-246	\$3,177.25
Eau Claire County Highway	Vehicle oil & relay for Oshkosh MTE	53510-241	\$361.22
Eau Claire County Highway	Mechanic travel to ATW for equipment check on MTE	53510-810	\$1,120.60
Ennis-Flint	White airfield/pavement paint (700) gallons	53510-246	\$8,180.25
Golden Spike	Quarterly name plates; (2) Commissioner plaques	53510-327	\$83.00
Lakeland Overhead Door	Maintenance shop door opener replacement	53510-248	\$1,195.00
Sherwin-Williams	Black airfield/pavement paint (165) gallons	53510-246	\$1,856.25
State of WI - Dept. of Natural Resources	Stormwater Tier Two Permit Fee	53510-221	\$130.00
State of WI - Dept. of Transportation	AIP 40 - Local Share	53510-829	\$34,312.22
State of WI - Registration Fee Trust	Vehicle registration, 2000 Oshkosh Truck	53510-241	\$169.50
Stratford Sign Company	Entrance Sign Refurbishment - 2nd half payment	53510-820	\$2,802.95
Van Ert Electric	Taxiway A lighting repairs	53510-246	\$4,342.54
Verizon	Maintenance Super/Fire/Seas Phones, April & May	53510-226	\$166.88
Xcel Energy	Terminal Gas/Electric - May	53510-222/224	\$7,542.93
<i>Xcel Energy</i>	<i>ATCT Gas/Electric - May</i>	<i>53515-222/224</i>	<i>\$1,223.70</i>
	TOTAL		<u>\$94,536.34</u>

ITALICIZED items = Tower Expenses

May Credit Card Charges

EAU CLAIRE CHAMBER OF COM	Postage	53510-311	6.95
EAU CLAIRE CHAMBER OF COM	Marketing	53510-327	50.00
DALCO ENTERPRISES	Janitorial	53510-248	65.59
DALCO ENTERPRISES	Janitorial	53510-248	92.68
AAAE	Gov't Accounting Standards Board Training	53510-340	285.00
DNH*GODADDY.COM	Web Hosting	53510-227	18.17
HANGAR 54 GRILL	Marketing	53510-327	145.00
GOLD CROSS ANSWERING SERV	Telephone	53510-225	50.17
DALCO ENTERPRISES	Janitorial	53510-248	58.98
NASSCO INC	Janitorial	53510-248	97.34
STAPLES	Office Supplies	53510-310	44.28
DALCO ENTERPRISES	Janitorial	53510-248	263.69
<i>AMZN MKTP US*W96LQ4X23</i>	<i>UPS Battery ATCT</i>	<i>53515-248</i>	<i>28.85</i>
FARM & FLT CHIPPEWA FLS	Building	53510-248	11.98
FARM & FLT CHIPPEWA FLS	Grounds	53510-246	8.49
FARM & FLT CHIPPEWA FLS	Vehicles	53510-241	27.48
SOUTHSIDE TIRE CHIPPEWA F	MTE & Mower tires	53510-241	474.34
PETERBILT OF EAU CLAIRE	Vehicles	53510-241	82.29
O'REILLY AUTO PARTS 1774	Grounds	53510-246	10.87
DALCO ENTERPRISES	Building	53510-248	138.94
GOODIN COMPANY	Building	53510-248	80.00
MENARDS EAU CLAIRE WEST	Building	53510-248	90.68
MENARDS EAU CLAIRE WEST	Vehicles	53510-241	19.96
VIKING ELEC - EAU CLAIRE	Building	53510-248	90.26
	TOTAL		<u>\$2,241.99</u>

Chippewa Valley Regional Airport							
2020 BUDGET COMPARISON Estimated May 31, 2020							
#	Item	12 Month Budget 2020	Budget YTD Allocated	Actual as of 5/31/20 (41.67%)	Variance YTD	Balance Remaining For Year	Estimate
Income			41.67%				
41110	Contrib From Eau Claire Cty	\$399,030	\$166,263	\$166,263.00	\$0.50	\$232,767.00	\$399,030
47330	Contrib From Chippewa Cty	\$130,271	\$54,280	\$65,135.50	\$10,855.92	\$65,135.50	\$130,271
Sub-Total Tax Revenue		\$529,301	\$220,542.08	\$231,398.50	\$10,856.42	\$297,902.50	\$529,301
46340-571	Advertising	\$5,000	\$2,083	\$6,854.00	\$4,770.67	(\$1,854.00)	\$6,854
46340-572	Air Terminal	\$115,158	\$47,983	\$38,987.62	(\$8,994.88)	\$76,170.38	\$115,158
46340-573	FAA	\$13,440	\$5,600	\$5,600.00	\$0.00	\$7,840.00	\$13,440
46340-574	FBO	\$126,823	\$52,843	\$30,230.17	(\$22,612.75)	\$96,592.83	\$86,432
43640-575	Fuel Flowage	\$122,100	\$50,875	\$35,472.52	(\$15,402.48)	\$86,627.48	\$60,000
46340-576	Hangars	\$150,143	\$62,560	\$78,975.71	\$16,416.13	\$71,167.29	\$145,000
46340-577	Landing	\$51,381	\$21,409	\$13,197.19	(\$8,211.56)	\$38,183.81	\$40,000
43640-578	Parking	\$150,000	\$62,500	\$50,622.36	(\$11,877.64)	\$99,377.64	\$57,000
46340-579	Rental Cars	\$125,000	\$52,083	\$38,429.65	(\$13,653.68)	\$86,570.35	\$75,778
46340-580	Restaurant	\$24,000	\$10,000	\$6,000.00	(\$4,000.00)	\$18,000.00	\$16,000
46340-581	Tie Downs	\$216	\$90	\$54.00	(\$36.00)	\$162.00	\$216
46340-583	Utility Revs	\$10,000	\$4,167	\$2,340.02	(\$1,826.65)	\$7,659.98	\$10,000
46340-584	Land Lease Revs	\$38,275	\$15,948	\$33,538.38	\$17,590.46	\$4,736.62	\$38,275
46340-586	Vehicle Fuel Reimbursement	\$13,000	\$5,417	\$11,980.12	\$6,543.45	\$1,039.88	\$13,000
Sub-Total Operating Revenue		\$944,536	\$393,556.67	\$352,261.74	(\$41,294.93)	\$592,274.26	\$677,153
Sub-Total Taxes and Operating Rev.		\$1,473,837.00	\$614,098.75	\$583,660.24	(\$30,438.51)	\$890,176.76	\$1,206,453.66
46340-601	Other Revenue	\$10,000	\$4,167	\$179.10	(\$3,987.57)	\$9,820.90	\$2,500
46340-582	PFC	\$87,800	\$36,583	\$23,607.37	(\$12,975.96)	\$64,192.63	\$43,900
46340-515	Insurance Refunds	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
43619	Airport Grants	\$0	\$0	\$0.00	\$0.00	\$0.00	\$1,373,866
49210	Transfer Fr. Gen'l Fund	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
49300	Airport Fund Balance Applied	\$435,989	\$181,662	\$0.00	(\$181,662.08)	\$435,989.00	\$0
Sub-Total Other Revenue		\$533,789	\$222,412.08	\$23,786.47	(\$198,625.61)	\$510,002.53	\$1,420,266
TOTAL INCOME		\$2,007,626	\$836,510.83	\$607,446.71	(\$229,064.12)	\$1,400,179.29	\$2,626,720
Expenses							
53510-111	Salary Perm-Regular	\$347,320	\$144,717	\$139,906.35	(\$4,810.32)	\$207,413.65	\$347,320
-112	Salary Perm-OT	\$12,000	\$5,000	\$5,026.62	\$26.62	\$6,973.38	\$12,000
-114	Salary-On Call Pay	\$5,200	\$2,167	\$1,900.00	(\$266.67)	\$3,300.00	\$5,200
-121	Salary Temp Regular	\$6,000	\$2,500	\$3,231.22	\$0.00	\$2,768.78	\$6,000
-141	Board & Comm Per Diem	\$4,000	\$1,667	\$1,395.00	(\$271.67)	\$2,605.00	\$4,000
-142	Cnty Brd & Comm Mile	\$800	\$333	\$161.26	(\$172.07)	\$638.74	\$800
-150	Health Ins Incentive	\$1,200	\$500	\$500.00	\$0.00	\$700.00	\$1,200
-151	Social Security	\$28,345	\$11,810	\$10,706.14	(\$1,104.28)	\$17,638.86	\$28,345
-152	Retirement Emplr Share	\$22,566	\$9,403	\$9,301.81	(\$100.69)	\$13,264.19	\$22,566
-153	HSA Contribution	\$7,000	\$2,917	\$1,450.00	(\$1,466.67)	\$5,550.00	\$7,000
-154	Hos & Health Ins	\$75,498	\$31,458	\$31,457.50	\$0.00	\$44,040.50	\$75,498
-155	Life Insurance	\$87	\$36	\$44.80	\$8.55	\$42.20	\$87
-158	Unemployment Comp	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-200	Contract Svcs	\$19,000	\$7,917	\$1,232.50	(\$6,684.17)	\$17,767.50	\$19,000
-212	Attorney Fees	\$6,000	\$2,500	\$0.00	(\$2,500.00)	\$6,000.00	\$6,000
-213	Accounting & Audit	\$5,100	\$2,125	\$0.00	(\$2,125.00)	\$5,100.00	\$5,100
-221	Water & Sewer	\$53,045	\$22,102	\$13,101.20	(\$9,000.88)	\$39,943.80	\$53,045
-222	Electric	\$98,940	\$41,225	\$35,818.92	(\$5,406.08)	\$63,121.08	\$98,940
-224	Gas & Fuel Oil	\$35,000	\$14,583	\$15,363.15	\$779.82	\$19,636.85	\$35,000
-225	Telephone	\$3,300	\$1,375	\$490.91	(\$884.09)	\$2,809.09	\$3,300
-226	Cellular Phone	\$1,260	\$0	\$354.05	\$354.05	\$905.95	\$1,260
-227	Dataline/Internet	\$500	\$208	\$18.17	(\$190.16)	\$481.83	\$500
-241	Motor Vehicle Maint	\$11,000	\$4,583	\$8,983.52	\$4,400.19	\$2,016.48	\$15,000
-246	Grounds Maint	\$70,000	\$29,167	\$79,624.47	\$50,457.80	(\$9,624.47)	\$90,000
-248	Building Maint	\$28,000	\$11,667	\$18,119.17	\$6,452.50	\$9,880.83	\$28,000
-249	Service on Machines	\$500	\$208	\$0.00	(\$208.33)	\$500.00	\$500
-297	Refuse Collection	\$1,600	\$667	\$1,344.20	\$677.53	\$255.80	\$1,400
-298	Laundry Services	\$2,000	\$833	\$1,375.24	\$541.91	\$624.76	\$3,500
-299	Sundry Contract Services	\$1,000	\$417	\$0.00	\$0.00	\$0.00	\$1,000
-310	Office Supplies	\$600	\$250	\$107.45	(\$142.55)	\$492.55	\$600
-311	Postage and Box Rent	\$600	\$250	\$12.68	(\$237.32)	\$587.32	\$600
-313	Printing & Dup	\$750	\$313	\$140.01	(\$172.49)	\$609.99	\$750
-320	Ref Materials	\$500	\$208	\$83.00	(\$125.33)	\$417.00	\$500
-321	Publish Legal Notices	\$200	\$83	\$0.00	(\$83.33)	\$200.00	\$200
-324	Membership Dues	\$4,000	\$1,667	\$2,962.00	\$1,295.33	\$1,038.00	\$4,000

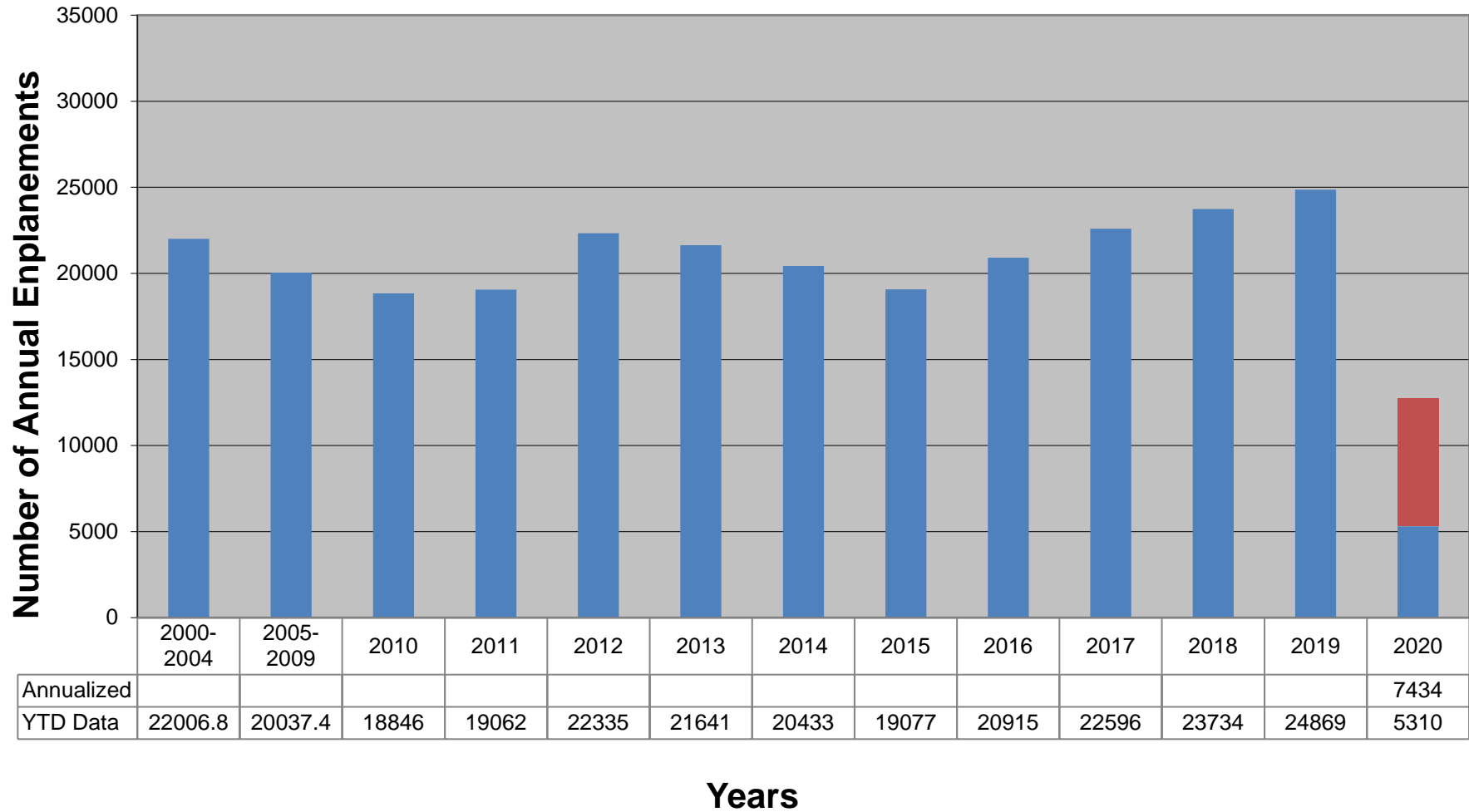
#	Item	12 Month Budget 2020	Budget YTD Allocated	Actual as of 5/31/20 (41.67%)	Variance YTD	Balance Remaining For Year	Estimate
-327	Marketing	\$55,000	\$22,917	\$14,398.59	(\$8,518.08)	\$40,601.41	\$55,000
-328	Airline Recruitment	\$15,000	\$6,250	\$250.00	(\$6,000.00)	\$14,750.00	\$15,000
-340	Travel-Train, Conf & Misc.	\$12,000	\$5,000	\$2,060.96	(\$2,939.04)	\$9,939.04	\$12,000
-366	Fire fight supplies	\$4,500	\$1,875	\$0.00	(\$1,875.00)	\$4,500.00	\$4,500
-377	Vehicle Fuel	\$32,000	\$13,333	\$21,743.40	\$8,410.07	\$10,256.60	\$32,000
-510	Insurance	\$58,400	\$24,333	\$28,130.50	\$3,797.17	\$30,269.50	\$58,400
-515	Insurance Claims	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-615	Special Assessment	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-813	Office Equipment	\$1,500	\$625	\$424.79	(\$200.21)	\$1,075.21	\$1,500
	Sub-Total Operating Expense	\$1,031,311.00	\$429,187.92	\$451,219.58	\$22,031.66	\$580,091.42	\$1,056,611.00
53515-221	ATCT Water-Sewer-Strmwtr	\$1,030	\$429	\$235.62	(\$193.55)	\$794.38	\$1,030
-222	ATCT Electricity	\$15,300	\$6,375	\$6,214.02	(\$160.98)	\$9,085.98	\$15,300
-224	ATCT Gas & Fuel Oil	\$4,000	\$1,667	\$1,201.40	(\$465.27)	\$2,798.60	\$4,000
-225	ATCT Telephone	\$1,500	\$625	\$0.00	(\$625.00)	\$1,500.00	\$1,500
-248	ATCT Building Maintenance	\$15,000	\$6,250	\$2,667.29	(\$3,582.71)	\$12,332.71	\$15,000
	Sub-Total Tower Expense	\$36,830	\$15,345.83	\$10,318.33	(\$5,027.50)	\$26,511.67	\$36,830
53610-810	Capital Equipment	\$75,000	\$31,250	\$29,620.60	(\$1,629.40)	\$45,379.40	\$73,027
-820	Capital Improvement	\$495,000	\$206,250	\$29,439.00	(\$176,811.00)	\$465,561.00	\$680,000
-829	Other Capital Improvement	\$245,556	\$102,315	(\$265,687.78)	(\$368,002.78)	\$511,243.78	-\$159,174
58102-613	Principal/Trust Fund	\$109,420	\$45,592	\$109,420.00	\$63,828.33	\$0.00	\$109,420
58202-613	Interest/Trust Fund	\$14,509	\$6,045	\$14,509.00	\$8,463.58	\$0.00	\$14,509
	Sub-Total Capital Expense	\$939,485	\$391,452.08	(\$82,699.18)	(\$474,151.26)	\$1,022,184.18	\$717,782
	TOTAL EXPENSE	\$2,007,626	\$835,985.83	\$378,838.73	(\$457,147.10)	\$1,628,787.27	\$1,811,223
	NET OPERATING INCOME	\$0	\$525	\$228,607.98		(\$228,607.98)	\$815,497
	<u>Cash Balance</u>						
	Per 2017 Audit Report	\$980,620					
	Per 2018 Audit Report	\$975,882					
	2019 Estimate	1,471,296					

Chippewa Valley Regional Airport
Traffic Statistics
 May 2020

<i>AIRLINE PASSENGERS</i>	Month		% Diff.	Year to date		% Diff.
	2020	2019		2020	2019	
UNITED Enplaned	204	1719	-88%	4631	8567	-46%
CHARTERS Enplaned				<u>679</u>	<u>973</u>	-30%
Total Enplaned				5310	9540	-44%
UNITED Deplaned	329	1767	-81%	4738	8207	-42%
CHARTERS Deplaned				<u>679</u>	<u>973</u>	-30%
Total Deplaned				5417	9180	-41%
Total Enplaned/Deplaned	533	3486	-85%	10727	18720	-43%
UA Departure Load Factor	23%	55%		36%	61%	
UA Arrival Load Factor	17%	58%		33%	59%	
<i>UNITED PERFORMANCE</i>						
Scheduled Flights/Landings	39	62	-37%	280	302	-7%
Canceled Flights						
Xnld for Wx	0	0		6	24	
Xnld for Mx	0	2		0	3	
<u>Xnld Other</u>	<u>9</u>	<u>0</u>		<u>12</u>	<u>0</u>	
Total	9	2	350%	18	27	-33%
Total Landings	30	60	-50%	262	275	-5%
	2020	2019		2020	2019	
<u>EAU Arrival</u>						
Completion Factor	79%	97%		93%	91%	
OnTime %	74%	73%		82%	66%	
<u>EAU Departure</u>						
Completion Factor	80%	97%		92%	92%	
OnTime %	65%	79%		81%	74%	
<u>ORD Arrival</u>						
Completion Factor	80%	97%		92%	92%	
OnTime %	65%	77%		82%	73%	

All on time arrivals/departures follow DOT methodology.

Chippewa Valley Regional Airport Scheduled Air Carrier and Charter Enplanements



Airline Analysis	7 Day			14 Day			21 Day		
	EAU	UA MSP	DL MSP	EAU	UA MSP	DL MSP	EAU	UA MSP	DL MSP
CUN - Cancun *	\$961	\$771	\$961	No flights available	No flights available	No flights available	No flights available	No flights available	\$671
MCO - Orlando *	\$548	\$686	\$397	\$537	\$686	\$372	\$411	\$426	\$226
PHX - Phoenix *	<u>\$678</u>	\$719	\$637	\$870	\$778	\$393	\$823	\$432	\$336
	6/19-6/21			6/26-6/28			7/3-7/5		
ORD - Chicago **	<u>\$214</u>	\$391	\$347	<u>\$214</u>	\$452	\$245	<u>\$214</u>	\$167	\$256
DEN - Denver **	\$627	\$460	\$566	\$729	\$590	\$396	\$473	\$246	\$280
LAS - Las Vegas **	\$421	\$592	\$291	\$753	\$708	\$250	\$417	\$270	\$246
EWR - Newark **	\$553	\$686	\$415	\$575	\$735	\$369	\$451	\$211	\$236
IAD - Washington Dulles **	\$499	\$479	\$293	\$493	\$749	\$331	\$445	\$227	\$158
	6/23-6/25			6/30-7/2			7/7-7/9		

All UA fares obtained from united.com & searched as 1 traveler/lowest 1-stop roundtrip fare (where applicable).

DL fares from delta.com (EAU only nonstop to Chicago; MSP UA & MSP DL usually all but Cancun are nonstop)

7 day = 7-13 days from report date; 14 day = 14-20 days from report date; 21 day = 21+ days from report date

*Cancun, Orlando & Phoenix (leisure travelers) searched as Friday-Sunday travel

**Chicago, Denver, Las Vegas, Newark & Dulles searched as Tuesday-Thursday travel

Underlined = EAU is within \$100 of lowest fare; **Lowest** is BOLD, underlined & italicized

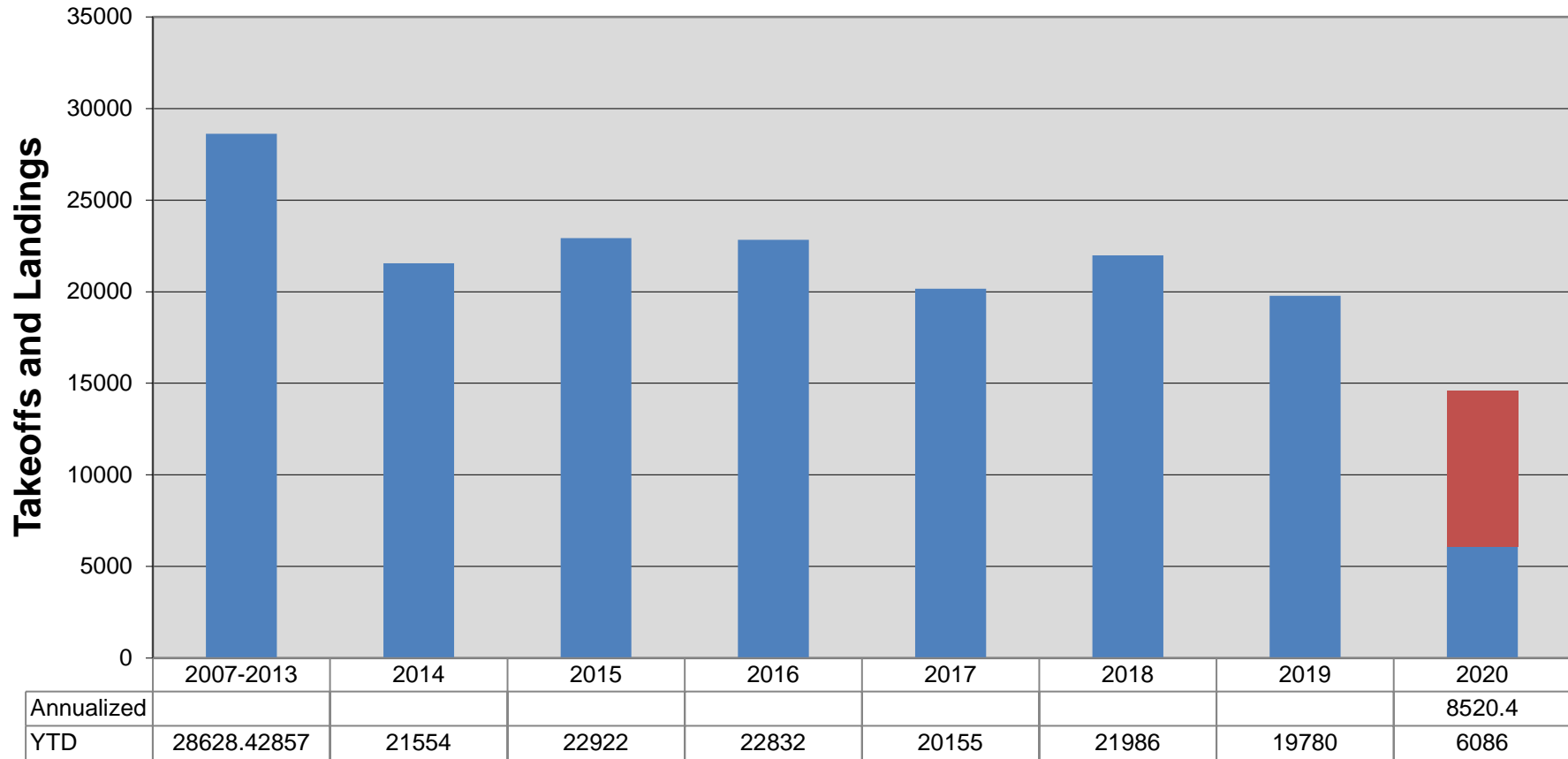
	Number of Cars Rented		
	<u>2020</u>	<u>2019</u>	
January	515	345	49%
February	472	361	31%
March	358	433	-17%
April	113	455	-75%
May	141	533	-74%
June		622	-100%
July		690	-100%
August		703	-100%
September		617	-100%
October		553	-100%
November		509	-100%
December		518	-100%
YTD	1599	2127	-25%

Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 May 2020

		Month		% Diff.	Year to date		% Diff.
		2020	2019		2020	2019	
Itinerant	Air Carrier	0	2	-100%	14	11	27%
	Commuter/ Air Taxi	236	222	6%	930	1002	-7%
	GA	623	1228	-49%	3752	4880	-23%
	Military	12	35	-66%	124	109	14%
Local	GA	220	217	1%	1260	1303	-3%
	Military	<u>0</u>	<u>24</u>	-100%	<u>6</u>	<u>44</u>	-86%
TOTAL		1091	1728	-37%	6086	7349	-17%

Chippewa Valley Regional Airport Annual Air Traffic Control Tower Operations



Years



Joshua Blum
Director, Properties & Concessions
Central Region, U.S. and Canada

(847) 323-4533
jblum@hertz.com

Chippewa Valley Regional Airport

Dear Charity,

As you are well aware, our business thrives off of our valued rental locations at airports like yours across North America and the globe. We know that you, more than any of our partners, understand the difficulties in navigating the unprecedented environment created by the COVID-19 pandemic. For our part, even while addressing current challenges, we're planning our path forward and want to provide you with an update on our continued efforts.

For Hertz, as with other travel sector businesses, the impact of the pandemic has been dramatic. We've taken swift, proactive action to reduce costs, defer capital expenditures, and preserve liquidity. In addition, we've engaged with many of our largest creditors and have sought assistance from U.S. and European governments. However, in the face of the continued, unrelenting effects of the pandemic, and without sufficient relief from our lenders, it became necessary for Hertz and certain of our subsidiaries to file for reorganization under Chapter 11 in the U.S. Bankruptcy Court for the District of Delaware.

Importantly, the filing will not interrupt our rental operations, including at valued airport locations around the world, and we will remain open and serving customers under the Hertz, Dollar, Thrifty, and Firefly names.

The financial reorganization will provide Hertz a path toward a more robust financial structure that best positions the Company for the future as we navigate what could be a prolonged travel and overall global economic recovery.

It's important for you to know:

- As of the date of filing May 22, 2020, the Company had more than \$1 billion in cash on hand to support its ongoing operations. Depending upon the length of the COVID-19 induced crisis and its impact on revenue, the Company may seek access to additional cash, including through new borrowings, as the reorganization progresses.
- Under U.S. bankruptcy law, Hertz is generally prohibited from paying claims that arose *prior* to the filing, including claims on account of accrued rent, minimum annual guarantees, and other fees and charges. However, because our relationships with airports are so crucial to our overall business, we have sought special court authority to pay certain fees and charges owed to airport authorities that arose prior to filing, including to remit concession fees and customer facilities charges collected from customers prior to filing.
- Payment for other prepetition claims must generally be resolved through the Chapter 11 process. Information about the claims process can be accessed through our claims agent at <https://restructuring.primeclerk.com/hertz>, or by calling (877) 428-4661 (toll-free in the



U.S.) or (929) 955-3421 (for parties outside the U.S.) or emailing hertzinfo@primeclerk.com.

- We intend to continue to pay airport authorities amounts that we collect from customers after filing on account of concessions fees and customer facility charges as required under our concession agreements.
- We look forward to continuing to engage in discussions regarding our current concession agreement and are hopeful that we can reach an arrangement that will allow us to assume such agreement as permitted by the Bankruptcy Code and operate a profitable rental location at your airport to the benefit of both parties well into the future.
- Under U.S. bankruptcy law, the “automatic stay” prevents contract and lease counterparties from taking action to terminate outstanding agreements or refusing to perform thereunder. Bankruptcy law also prohibits “government units,” such as airport authorities, from discriminating against us in the concession renewal process based on our bankruptcy filing or our failure to make a payment on account of a prepetition claim. Although we are confident that you will work cooperatively with us through the reorganization process to reach the best outcome for both parties, we intend to take advantage of these protections to the fullest extent necessary to protect our rights.

We thank you for your continued support. We expect to emerge from this process as a stronger company, better positioned for the future – which, in turn, will make us an even stronger partner to you.

Best regards,

2020 Community Outreach

1. Jan 2 – Airport Newsletter
2. Jan 14 – Eau Claire Hometown Radio Interview
3. Jan 17 – Info for EC Chamber Eggs and Issues
4. Mar 5 – Northside Neighborhood Meeting
5. Mar 10 – ECC Speak Your Peace
6. Mar 10 – Chi Hi STEAM event
7. Mar 11 – DeLong Middle School Career Fair
8. Mar 11 – WEAU Interview
9. Apr 1 – Airport Newsletter
10. Apr 15 – WEAU/WQOW CARES Act Information
11. May 7 – WEAU Airport Traffic Information
12. May 18 – Economic Recovery Task Force Transportation Division Discussion
13. May 21 – Menomonie Sunrise Rotary Presentation
14. June 11 – WEAU Interview on Travel

Upcoming Events

- August 19-23, 2020: Commemorative Air Force Air Power History Tour - CANCELLED
- October 5-9, 2020: TSA Pre-Check Enrollment

<u>Operational Area</u>	<u>Frequency</u>	<u>Next Review</u>	<u>Notes from Last Review and Areas for Improvement</u>
Fire Station	Annual	Jun-20	No action items were taken on this operational review.
Maintenance Shop Maintenance	Annual		
Airline PFC's	Annual		
PFC Application			
PFC Rate			

CVRA Strategic Plan - June 2020 Operational Review

Airport Fire Station

- The airport fire station was built in the 1980's. The furnace was replaced in 2015.
- The roof is in need of complete replacement. Replacement of the roof keeps getting delayed as we wait to hear on FAA funding opportunities.
- The truck bay is barely large enough to fit our current fire truck. The door opening is about 6" wider than the truck and the bay is about 2' deeper than the truck.
- Lighting in the truck bay is currently 8' T12 fixtures that are obsolete and need upgrade.
- The second (backup) ARFF truck is currently stored in the maintenance shop.
- Personal protective equipment for firefighters was replaced under an FAA grant in 2018.
- A 100% FAA funded supplemental grant was received in 2020 for reconstruction of the firestation. A contract is being negotiated for design.

Jim Armstrong Maintenance Facility

- The facility was built in two separate projects and named after long time airport maintenance supervisor, Jim Armstrong, in 2011.
- The roof on the older section of the building was spray coated in 2013 to enhance the life and provide additional thermal protection.
- Lighting inside the facility was recently upgraded to LED, replacing the 8' T12 Lights previously installed in the building.
- A pipe froze in the back restroom area in 2013-14. If that area is to be used again the flooring needs to be addressed.
- There is currently no emergency power available for this building. If there is a power outage, we are unable to access the equipment inside the building. Bids for a new generator are being worked on with the WI BOA who will pay for 80% of the cost of a new generator.
- The new multi-function snow removal equipment the airport received bids on is expected in 2021. Design has started for a one bay addition to the maintenance facility planned for construction in 2020 with State Aid. Adjustments to an additional existing bay will also be considered to accommodate used SRE recently acquired by the airport.

Passenger Facility Charge

- The airport charges a \$4.50 passenger facility charge for every airline passenger departing the airport. The airlines collect for the airport and keep \$.11 per passenger for administration.
- Due to the low number of enplaned passengers, the airport collects on projects previously completed versus collecting for future projects.
- PFC Application 3 was approved by the FAA for collection starting May 1, 2015 through June 1, 2024 in the amount of \$771,310. There is currently \$310,743.57 remaining to collect.
- An annual audit of PFC collections is required by the FAA and conducted in conjunction with the annual Eau Claire County audit.

Chippewa Valley Regional Airport Commission
Strategic Planning Agenda
Thursday, July 16
10 am – 2 pm

Proposed Agenda:

1. Welcome and Introductions - Charity
2. Communicating the Process - Steve
3. Laying the Foundation – Charity
4. Affinity Process - Steve
- 5 Interrelationship Diagram- Steve
6. I.D. Goals - Steve
7. Review and Edit of Long Range Plan - Steve
8. Next Steps - Steve and Charity
9. Session Evaluation - Steve
10. Wrap up - Charity

Facilitation Proposal for Chippewa Valley Regional Airport

Presented by Steve Smith

May 2020

Activities:

Preplanning – 2 hours

Planning Session - 4 hours (July 16) plus time before and after session – total 6 hours

Post-Session Activities. *

 Prepare session documents. 3 hours

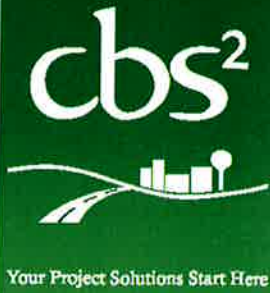
 Work with management team to develop and refine goal statements and action steps,
 ready for board approval. - 2 hours

Total Estimated Hours of Activities – 13

Total Estimated Travel - \$100 (assume 1 trip)

Requested Hourly - \$90/hr + travel

*Post-session activities can be completed internally.



06/09/20

RE: Chippewa Valley Regional
Airport Hangar Addition

Charity Zich, Airport Director
3800 Starr Ave.
Eau Claire, WI 54703

Dear Ms. Zich

Proposals were received on June 4, 2002 for the Chippewa Valley Regional Airport Hangar Addition Project. Bids were submitted by Eight (8) contractors (see the attached bid tabulation sheet). The BID proposals ranged in price from \$554,951.00 to \$778,000. The low proposal was submitted by Olympic Builders out of Holmen, WI. CBS Squared, Inc. has checked a few references on Public Works projects completed by Olympic builders and recommends that the Chippewa Valley Regional Airport award Olympic Builders the Hangar Addition project in the low bid amount of \$554,951. Should you have any questions, please contact Bob Sworski at 715-450-6543 or email at bsworski@cbssquaredinc.com

Sincerely,

A handwritten signature in black ink, appearing to read 'Bob Sworski', is written over a horizontal line.

Bob Sworski, AIA/NCARB, Architect

Encl: bid tabulation sheet

770 Technology Way
Chippewa Falls, WI
54729

info@cbssquaredinc.com

cbssquaredinc.com



Bid Tabulation

Hangar Construction, Chippewa Valley Regional Airport

#CO 2020-014

June 4, 2020

2:00 PM

BIDDER	BASE BID: BASE BID – The construction of (2) additional hangar buildings referred to as Unit #6 and #7 at the Chippewa Valley Regional Airport (CVRA) site in Eau Claire and additional work as specified in bid.	Bid Bond	Addendum
Olympic Builders General Contractor's	\$554,951.00	y	y
Durand Builders	\$596,261.00	n	y
Market & Johnson	\$609,000.00	y	y
Marawood Construction	\$707,000.00	y	y
Lechleitner Builders	\$707,917.00	y	y
Berghammer Builders	\$720,423.00	y	y
Howard Immel Construction	\$732,300.00	n	y
Jesse Jones Construction	\$778,000.00	y	y

Budget Notes 2021

Draft June 19, 2020

Item #	Item Name	Notes
Income		
46340-571	Advertising	Airport staff is now handling the advertising in house. Some advertising is paid and some is trade for advertising in other facilities or publications.
-572	Air Terminal	<ul style="list-style-type: none"> • SkyWest \$87,039.72/yr – Expires Jan. 31, 2023 • TSA \$23,430/yr - Expires September 2023 • Mead & Hunt \$7,238.37/yr – Estimate Only. Current lease is month to month.
-573	FAA	\$13,440/yr. - Expires September 2021.
-574	FBO	1987 Lobby/Hangar Facility - \$19,760/yr 2002 Maintenance Facility - \$69,854/yr. 60' x66' Hangar Facility - \$6,000/yr. Fuel Farm - \$4,800/yr. rent. Hawthorne assumed utilities in 2018. 2010 Addition: \$25,941.94/yr. <ul style="list-style-type: none"> • All leases run until September 30, 2027. • 1.5% annual increase to 2010 addition starts January 1, 2016. 2002 Maintenance Facility Insurance Premium – Est. \$950 (verify with Finance before billing)
-575	Fuel Flowage	Jet A: 1,000,000 @ \$.08 = \$80,000 100LL: 30,000 @ \$.07 = \$2,100
-576	Hangars	40 T-Hangars: \$95,468/yr (CPI increase) K1-7, F3, F4, CAP: \$76,555 (CPI increase)
-577	Landing	SkyWest: 700 per year @ \$68.15 per landing = ~\$47,705 per yr. Charters: 24 per year @ ~\$213 per landing = ~\$5,112 No GA landing fees effective 7/31/2011.
-578	Parking	Vehicles parking in airport parking lot. The general parking charge has been \$5 per calendar day since February/March 2006.
-579	Rental Cars	Minimum Guarantee: Hertz - \$2,010/mo., Avis - \$1,800/mo. Enterprise - \$2,683.36 or 10% of gross revenue, whichever is greater. Hertz, Budget, Avis rent \$464.13/mo., \$106/mo. car parking (\$100.17 after tax) Avis Car Wash Facility: \$1,681/yr. still need to add to spreadsheet
-580	Restaurant	\$2,000/mo. for 2020. Lease term ends at 12/31/2020 but tenant has the first right of refusal for an extension.
-581	Tie Downs	\$18/mo. Charged to the FBO.
-582	PFC	Airport receives \$4.39 per passenger enplaned. Estimated 10,000 passenger enplanements for 2021.
-583	Utility Revs	Reimbursement for utilities from K-row and F3-F4.
-584	Land Lease Revs	15 land leases at various rates ~ \$10,500 Menards ~ \$28,500
-586	Vehicle Fuel	Reimbursement for fuel used by Hawthorne, Menards, SkyWest and

Agenda Item 9b

	Reimbursement	Avis. Estimated based on prior year usage.
-601	Other Revenue	Miscellaneous Revenue.
	Expense	
53610-111	Salary Perm-Regular	<ul style="list-style-type: none"> Budget for 6 FTE. Airport manager, office associate, Maintenance Supervisor, 1 FT maintenance, 1 FT/2 PT/several on call maintenance technicians. <p>This includes a step increase and a 0% COLA adjustment as an estimate. This amount may change based on final County budget adoption.</p>
-112	Salary Perm-OT	<ul style="list-style-type: none"> Based on prior years.
-114	Salary On Call Pay	<ul style="list-style-type: none"> \$100 per week on call pay for the maintenance supervisor to carry an airport cell phone.
-120	Health Ins Incentive	<ul style="list-style-type: none"> County provides an incentive for employees who could take a family or single health plan but do not. \$75 per month for taking single when you could have family. \$100 per month for not taking any insurance.
-121	Salary Temp	Includes pay for on-call winter maintenance and ARFF coverage.
-141	Board & Comm Per Diem	Per diem for citizen and county board members per county code.
-142	County Brd & Comm Mile	Mileage for citizen and county board members.
-151	Social Security	7.65% of total wages (regular and OT).
-152	Retirement Emplr Share	This includes 6.75% for the employers contribution to the Wisconsin Retirement System.
-154	Hos & Health Ins	This includes a 12-13% estimated increase in health insurance over 2019.
-155	Life Insurance	The County pays 20% of the basic life insurance cost for anyone who takes the insurance.
-158	Unemployment Comp	We don't budget for this.
-200	Contract Services	<p>\$12,000 - Skidata, Inc. parking system annual maintenance contract and software upgrade</p> <p>\$2,500 – Master Building Solutions, Inc. HVAC controls annual maintenance contract.</p>
-212	Attorney Fees	Charges for Corporation Counsel.
-213	Accounting & Audit	We pay a percentage of the cost of the County audit. A portion of the management letter should address the airport. The airport is also required to get a separate PFC Audit
-221	Water & Sewer	City water and sewer charges for all airport buildings except tower. Estimated 3% increase.
-222	Electricity	All airport buildings except tower. No increase per Xcel.
-224	Gas & Fuel Oil	All airport buildings except tower. No increase per Xcel.
-225	Telephone	Landline telephones(\$20 per mo. per line), Long Distance
-226	Cellular Phone	\$50/mo. smart phone (2) and \$15/mo. flip phone (1)
-227	Dataline/Internet	Web hosting and domain name fees.
-241	Motor Vehicle Maint	Maintenance for airport equipment including operations vehicles, snow removal equipment and fire trucks.

Agenda Item 9b

-246	Grounds Maint	Airfield lights, sand, potassium acetate, cutting edges, equipment, etc. Increased due to added costs for runway de-icing and brushes for sweepers.
-248	Building Maint	50 T-Hangars, 8 box hangars, terminal, Hawthorne hangar, maintenance building and ARFF building.
-249	Service on Machines	Service contract on copy machine.
-297	Refuse Collection	Trash and Recycling collection fees. Advance disposal contract runs through September 30, 2020.
-298	Laundry Services	Contract for uniforms, rugs and cleaning towels with Cintas through highway contract.
-299	Sundry Contract Services	Miscellaneous contract services.
-310	Office Supplies	Paper, toner, etc.
-311	Postage and Box Rent	FedEx and miscellaneous postage.
-313	Printing & Dup	Letterhead, envelopes, etc.
-320	Reference Materials	Leader-Telegram subscription.
-321	Publish Legal Notices	Position vacancy advertising and other legal ads.
-324	Membership Dues	AAAE (\$275), GLC AAAE (\$35), Eau Claire Chamber (\$380), Chippewa Chamber (\$252), Menomonie Chamber (\$302), Visit Eau Claire (\$250), WAMA (\$850), Contract Tower Association (\$1,500)
-327	Marketing	Airport promotion and advertising. See marketing plan.
-328	Airline Recruitment	Airline retention and other airline recruitment.
-340	Travel-Train & Conf	WAMA Conference, AAAE annual conference, initial and recurrent ARFF training, etc.
-366	Fire fight supplies	Gear, foam, etc.
-377	Vehicle Fuel	For all airport equipment plus FBO/airline/Menard equipment. Fluctuates based on price of fuel and usage.
-510	Insurance	Airport Liability=\$7,500 - estimate General Liability=\$2,000 Auto=\$8,000 Property (bldg./equip)=\$31,000 Workers Compensation=\$7,000 Fuel Tanks/Environmental=\$2,000 Boiler=\$900
-615	Special Assessment	Any assessments by a municipality for road work, etc.
-813	Office Equipment	Computers, printers, etc.
53610-810	Capital Equipment	Capital Equipment projects. See capital budget spreadsheet.

Agenda Item 9b

-820	Capital Improvement	Miscellaneous local projects. See capital budget spreadsheet.
-829	Other Capital Improvement	Local share of federal projects. See capital budget spreadsheet.
-225	ATCT-Telephone	Fax and telephone. Shout lines are covered by the FAA.
-248	ATCT-Building Maint.	Pest control, annual radio inspection, elevator inspection, fire alarm and elevator monitoring, general building maintenance, etc.
58100-613	Principal/Trust Fund	Loans paid off in 2020.
58200-613	Interest/Trust Fund	Loans paid off in 2020.

	A	B	C	D	E	F	G	H	I
1	Chippewa Valley Regional Airport								
2	2021 BUDGET COMPARISON - Draft1 6-19-20								
3							YR 2020		
4	Income/Expense		Actual	Actual	Actual	Budget	Actual	YR 2020	Budget
5	#	Item	2017	2018	2019	2020	5 mos	Estimate	2021
6	Income								
7	41110	Contrib From Eau Claire Co	\$395,079	\$399,030	\$399,030	\$399,030	\$166,263	\$399,030	\$403,020
8	47330	Contrib From Chippewa Co	\$128,981	\$130,271	\$130,271	\$130,271	\$65,136	\$130,271	\$131,574
9	Sub-Total Tax Revenue		\$524,060	\$529,301	\$529,301	\$529,301	\$231,399	\$529,301	\$534,594
10									
11	46340-571	Advertising	\$2,425	\$5,577	\$5,195.77	\$5,000	\$6,854	\$6,854	\$5,000
12	46340-572	Air Terminal	\$109,543	\$112,243	\$113,795.34	\$115,158	\$38,988	\$115,158	\$117,708
13	46340-573	FAA	\$12,480	\$13,440	\$13,440.00	\$13,440	\$5,600	\$13,440	\$13,440
14	46340-574	FBO	\$130,448	\$128,665	\$126,800.70	\$126,823	\$30,230	\$86,432	\$127,306
15	43640-575	Fuel Flowage	\$124,459	\$138,318	\$133,398.92	\$122,100	\$35,473	\$60,000	\$82,100
16	46340-576	Hangars	\$130,291	\$139,492	\$154,928.11	\$150,143	\$78,976	\$145,000	\$172,023
17	46340-577	Landing	\$47,094	\$53,446	\$52,898.08	\$51,381	\$13,197	\$40,000	\$52,817
18	43640-578	Parking	\$159,864	\$176,547	\$192,871.54	\$150,000	\$50,622	\$57,000	\$100,000
19	46340-579	Rental Cars	\$127,046	\$141,140	\$156,039.54	\$125,000	\$38,430	\$75,778	\$85,000
20	46340-580	Restaurant	\$12,000	\$24,000	\$24,000.00	\$24,000	\$6,000	\$16,000	\$24,000
21	46340-581	Tie Downs	\$216	\$216	\$216.00	\$216	\$54	\$216	\$216
22	46340-583	Utility Revs	\$11,222	\$13,325	\$13,563.52	\$10,000	\$2,340	\$10,000	\$15,000
23	46340-584	Land Lease Revs	\$32,532	\$33,024	\$37,223.03	\$38,275	\$33,538	\$38,275	\$39,000
24	46340-586	Vehicle Fuel Reimbursement	\$14,677	\$19,538	\$22,296.84	\$13,000	\$11,960	\$13,000	\$13,000
25	Sub-Total Operating Revenue		\$914,296	\$998,970	\$1,046,667	\$944,535	\$352,262	\$677,153	\$846,610
26									
27	Sub-Total Taxes and Operating Rev.		\$1,438,356	\$1,528,271	\$1,575,968	\$1,473,836	\$583,660	\$1,206,454	\$1,381,204
28									
29	46340-601	Other Revenue	\$4,577	\$10,983	\$11,495.45	\$10,000	\$179	\$2,500	\$2,500
30	46340-582	PFC	\$95,652	\$98,216	\$106,108.45	\$87,800	\$23,607	\$43,900	\$43,900
31	46340-515	Insurance Refunds	\$0	\$0	\$0.00	\$0	\$0	\$0	\$0
32	43619	Airport Grants	\$29,180	\$136,441	\$30,969.47	\$0	\$0	\$1,373,866	\$2,909,729
33	49210	Transfer Fr. Gen'l Fund	\$0	\$0	\$0.00	\$0	\$0	\$0	\$0
34	49300	Airport Fund Balance Applied	\$0	\$0	\$0.00	\$435,989	\$0	\$0	\$0
35	Sub-Total Other Revenue		\$129,409	\$245,639	\$148,573	\$533,789	\$23,786	\$1,420,266	\$2,956,129
36									
37	TOTAL INCOME		\$1,567,765	\$1,773,911	\$1,724,542	\$2,007,626	\$607,447	\$2,626,720	\$4,337,333
38									
39	Expenses								
40	53510-111	Salary Perm-Regular	\$324,697	\$333,454	\$345,542	\$347,320	\$139,906	\$347,320	\$345,968
41	-112	Salary Perm-OT	\$7,477	\$9,507	\$20,889	\$12,000	\$5,027	\$12,000	\$12,000
42	-114	Salary On Call Pay	\$5,200	\$5,100	\$5,200	\$5,200	\$1,900	\$5,200	\$5,200
43	-121	Salary Temp Regular	\$99	\$2,883	\$10,128	\$6,000	\$3,231	\$6,000	\$7,000
44	-141	Board & Comm Per Diem	\$3,525	\$4,050	\$4,080	\$4,000	\$1,395	\$4,000	\$4,080
45	-142	Cnty Brd & Comm Mile	\$547	\$726	\$838	\$800	\$161	\$800	\$900
46	-150	Health Ins Incentive	\$1,200	\$1,300	\$1,100	\$1,200	\$500	\$1,200	\$1,200
47	-151	Social Security	\$24,286	\$25,663	\$27,969	\$28,345	\$10,706	\$28,345	\$29,236
48	-152	Retirement Emplr Share	\$19,311	\$19,741	\$22,335	\$22,566	\$9,302	\$22,566	\$24,053
49	-153	HSA Contributions	\$0	\$0	\$0	\$7,000	\$1,450	\$7,000	\$7,000
50	-154	Hos & Health Ins	\$68,600	\$71,033	\$72,688	\$75,498	\$31,458	\$75,498	\$85,720
51	-155	Life Insurance	\$72	\$81	\$96	\$87	\$45	\$87	\$105
52	-158	Unemployment Comp	\$0	\$0	\$0	\$0	\$0	\$0	\$0
53	-200	Contract Services	\$32,681	\$0	\$24,402	\$19,000	\$1,233	\$19,000	\$14,500
54	-212	Attorney Fees	\$2,820	\$2,238	\$3,434	\$6,000	\$0	\$6,000	\$6,000
55	-213	Accounting & Audit	\$3,000	\$5,000	\$5,000	\$5,100	\$0	\$5,100	\$5,100
56	-221	Water & Sewer	\$47,962	\$47,859	\$50,699	\$53,045	\$13,101	\$53,045	\$54,636
57	-222	Electric	\$96,104	\$93,559	\$94,699	\$98,940	\$35,819	\$98,940	\$99,940
58	-224	Gas & Fuel Oil	\$26,902	\$30,964	\$31,008	\$35,000	\$15,363	\$35,000	\$37,600
59	-225	Telephone & Telegraph	\$3,706	\$4,690	\$3,394	\$3,300	\$491	\$3,300	\$4,000
60	-226	Cellular Phone	\$0	\$0	\$1,015	\$1,260	\$354	\$1,260	\$1,380
61	-227	Dataline/Internet	\$15	\$15	\$18	\$500	\$18	\$500	\$500
62	-241	Motor Vehicle Maint	\$11,356	\$10,173	\$8,431	\$11,000	\$8,814	\$15,000	\$14,000

	A	B	C	D	E	F	G	H	I
3							YR 2020		
4	Income/Expense		Actual	Actual	Actual	Budget	Actual	YR 2020	Budget
5	#	Item	2017	2018	2019	2020	5 mos	Estimate	2021
63	-246	Grounds Maint	\$31,699	\$55,396	\$121,305	\$70,000	\$79,624	\$90,000	\$90,000
64	-248	Building Maint	\$22,465	\$29,853	\$21,813	\$28,000	\$16,924	\$28,000	\$29,000
65	-249	Service on Machines	\$0	\$0	\$0	\$500	\$0	\$500	\$500
66	-297	Refuse Collection	\$1,181	\$1,207	\$1,254	\$1,600	\$1,344	\$1,400	\$1,600
67	-298	Laundry Services	\$1,440	\$1,718	\$1,993	\$2,000	\$1,375	\$3,500	\$3,500
68	-299	Sundry Contract Services	\$0	\$250	\$0	\$1,000	\$0	\$1,000	\$1,000
69	-310	Office Supplies	\$446	\$360	\$280	\$600	\$107	\$600	\$600
70	-311	Postage and Box Rent	\$318	\$352	\$463	\$600	\$13	\$600	\$600
71	-313	Printing & Dup	\$736	\$680	\$686	\$750	\$140	\$750	\$750
72	-320	Ref Materials	\$513	\$290	\$315	\$500	\$83	\$500	\$500
73	-321	Publish Legal Notices	\$77	\$60	\$37	\$200	\$0	\$200	\$100
74	-324	Membership Dues	\$4,312	\$3,561	\$3,835	\$4,000	\$2,962	\$4,000	\$4,000
75	-327	Marketing	\$35,935	\$47,599	\$44,780	\$55,000	\$14,399	\$55,000	\$55,000
76	-327-001	Marketing Grant Expense	\$24,486	\$0	\$0	\$0	\$0	\$0	\$0
77	-328	Airline Recruitment	\$6,992	\$1,050	\$4,000	\$15,000	\$250	\$15,000	\$10,000
78	-340	Travel-Train, Conf & Misc.	\$8,441	\$11,824	\$14,884	\$12,000	\$2,061	\$12,000	\$15,000
79	-366	Fire fight supplies	\$2,234	\$0	\$1,720	\$4,500	\$0	\$4,500	\$4,500
80	-377	Vehicle Fuel	\$25,127	\$37,393	\$48,892	\$32,000	\$21,743	\$32,000	\$35,000
81	-510	Insurance	\$41,042	\$43,275	\$46,289	\$58,400	\$28,131	\$58,400	\$58,400
82	-515	Insurance Claims	\$0	\$141,441	\$39,831	\$0	\$0	\$0	\$0
83	-615	Special Assessment	\$0	\$0	\$75,708	\$0	\$0	\$0	\$0
84	-813	Office Equipment	\$56	\$2,400	\$148	\$1,500	\$425	\$1,500	\$2,000
85	Sub-Total Operating Expense		\$887,058	\$1,046,744	\$1,161,197	\$1,031,310	\$449,855	\$1,056,611	\$1,072,168
86									
87	53515-221	ATCT Water-Sewer-Strmwtr	\$898	\$925	\$936	1,030	\$236	\$1,030	1,061
88	-222	ATCT Electricity	\$13,914	\$14,504	\$15,803	15,300	\$6,214	\$15,300	16,000
89	-224	ATCT Gas & Fuel Oil	\$2,539	\$2,771	\$2,595	4,000	\$1,201	\$4,000	4,000
90	-225	ATCT Telephone	\$1,120	\$484	\$960	1,500	\$0	\$1,500	1,500
91	-248	ATCT Building Maintenance	\$5,853	\$10,058	\$13,461	15,000	\$2,667	\$15,000	15,000
92	Sub-Total Tower Expense		\$24,324	\$28,742	\$33,754	\$36,830	\$10,318	\$36,830	\$37,561
93									
94	53610-810	Capital Equipment	\$10,597	\$25,555	\$0	\$75,000	\$29,621	\$73,027	\$60,000
95	-820	Capital Improvement	\$475,880	\$456,181	\$5,125	\$495,000	\$29,439	\$680,000	\$2,867,000
96	-829	Other Capital Improvement	\$0	\$27,432	(\$94,877)	\$245,556	-\$265,688	-\$159,174	\$263,433
97	58102-613	Principal/Trust Fund	\$98,014	\$101,690	\$105,503	\$109,420	\$109,420	\$109,420	\$0
98	58202-613	Interest/Trust Fund	\$25,915	\$22,239	\$18,426	\$14,509	\$14,509	\$14,509	\$0
99	Sub-Total Capital Expense		\$610,407	\$633,098	\$34,177	\$939,485	-\$82,699	\$717,782	\$3,190,433
100									
101	TOTAL EXPENSE		\$1,521,788	\$1,708,584	\$1,229,128	\$2,007,626	\$377,474	\$1,811,223	\$4,300,162
102									
103	NET OPERATING INCOME		\$45,977	\$65,326	\$495,414	\$0	\$229,972	\$815,497	\$37,171
104									
106	Cash Balance								
107		Per 2017 Audit Report	\$980,620						
108		Per 2018 Audit Report	\$975,882						
109		2019 Estimate	1,471,296						

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Airport Rates and Charges Adjustments (\$) - FY2021												
2													
3	Tenant			2017		2018		2019		2020		2021	
4				+0% (15 CPI -.5%)		+0.8% (16 CPI)		+1.7% (17 CPI)		+1.9% (18 CPI)		+1.5% (19 CPI)	
5			2016										
6	Restaurant			1,000/mo.		2,000/mo.		2,000/mo.		2,000/mo.		2,000/mo.	
7													
8													
9													
10	FAA Airway Facilities			1,013.33/mo.		1,120/mo.		1,120/mo.		1,120/mo.		1,120/mo.	
11	(640 sq.ft.)			19/sq.ft.		21/sq.ft.		21/sq.ft.		21/sq.ft.		21/sq.ft.	
12													
13	TSA							1935/mo.		1945.89/mo.		1952.55/mo.	
	(1,009 sq. ft.)			1925.91/mo.		1930/mo. estimate		estimate		estimate		estimate	
14	rent and OE (\$17.85+\$5.10)			22.90/sq.ft.		22.95/sq.ft.		23.01/sq.ft.		23.14/sq.ft.		23.22/sq.ft.	
15													
16	FBO												
17	Lobby/Hangar			1646.67/mo.		1646.67/mo.		1646.67/mo.		1646.67/mo.		1646.67/mo.	
18	Maint. Facility			5821.14/mo.		5821.16/mo.		5821.16/mo.		5821.16/mo.		5821.16/mo.	
19	2010 Addition			2036.84/mo.		2067.39/mo.		2098.40/mo.		2129.88/mo.		2161.83/mo.	
20	Hangar (old A4)			500/mo.		500/mo.		500/mo.		500/mo.		500/mo.	
21	Fuel Farm			4400/yr. + 5300/yr		4500/yr.		4600/yr.		4700/yr.		4800/yr.	
22													
23	Rental Cars												
24	Space rent (233 sq.ft.)			424.74/mo.		437.48/mo.		450.61/mo.		464.13/mo.		464.13/mo.	
25	Ready Rows			97/mo.		100/mo.		103/mo.		106/mo.		106/mo.	
26	Minimum Monthly Guarantee			See budget notes.		See budget notes.		See budget notes.		See budget notes.		See budget notes.	
27	Avis Car Wash Facility			1538/yr.		1584/yr.		1632/yr.		1681/yr.		1681/yr.	
28													
29	Airline - SkyWest												
30	Space rent			\$25.11/sq.ft.		\$25.86/sq.ft.		\$26.25/sq.ft.		\$26.64/sq.ft.		\$27.44/sq.ft.	
31	Landing fee			\$6,637.41/mo.	1.33	\$6,835.66/mo.	1.37	\$6,938.19/mo.	1.39	\$7,042.26/mo.	1.41	\$7,253.31/mo.	1.45

	A	B	C	E	F	G	H	
2								
3	Base rate per		Adjustments for North & South Facing					
4	square foot	\$1.8036	South Face	102.5%	North Face	97.5%		
5	T-HANGAR	SQ. FT.	RATE 2019 Per Month	RATE 2020 Per Month	2021	Monthly Increase	Rate per SF	
6								
7	C-01	1680.6	\$250.33	\$255.08	\$258.91	\$3.82	\$1.8486	
8	C-02	1249.1	\$186.06	\$189.59	\$192.43	\$2.84	\$1.8486	
9	C-03	1248.8	\$186.01	\$189.54	\$192.38	\$2.84	\$1.8486	
10	C-04	1254.1	\$186.80	\$190.35	\$193.20	\$2.85	\$1.8486	
11	C-05	1458.2	\$217.21	\$221.33	\$224.64	\$3.32	\$1.8486	
12	C-06	1663.1	\$235.65	\$240.12	\$243.71	\$3.60	\$1.7585	
13	C-07	1238.2	\$175.44	\$178.77	\$181.44	\$2.68	\$1.7585	
14	C-08	1232.1	\$174.58	\$177.89	\$180.55	\$2.67	\$1.7585	
15	C-09	1236.7	\$175.22	\$178.55	\$181.22	\$2.67	\$1.7585	
16	C-10	1451.4	\$205.64	\$209.55	\$212.68	\$3.14	\$1.7585	
17								
18	D-01	1074.5	\$160.05	\$163.09	\$165.53	\$2.44	\$1.8486	
19	D-02	1074.5	\$160.05	\$163.09	\$165.53	\$2.44	\$1.8486	
20	D-03	1074.5	\$160.05	\$163.09	\$165.53	\$2.44	\$1.8486	
21	D-04	1074.5	\$160.05	\$163.09	\$165.53	\$2.44	\$1.8486	
22	D-05	1074.5	\$160.05	\$163.09	\$165.53	\$2.44	\$1.8486	
23	D-06	1074.5	\$152.24	\$155.13	\$157.46	\$2.32	\$1.7585	
24	D-07	1074.5	\$152.24	\$155.13	\$157.46	\$2.32	\$1.7585	
25	D-08	1074.5	\$152.24	\$155.13	\$157.46	\$2.32	\$1.7585	
26	D-09	1074.5	\$152.24	\$155.13	\$157.46	\$2.32	\$1.7585	
27	D-10	1074.5	\$152.24	\$155.13	\$157.46	\$2.32	\$1.7585	
28								
29	E-01	1074.5	\$160.05	\$163.09	\$165.53	\$2.44	\$1.8486	
30	E-02	1074.5	\$160.05	\$163.09	\$165.53	\$2.44	\$1.8486	
31	E-03	1074.5	\$160.05	\$163.09	\$165.53	\$2.44	\$1.8486	
32	E-04	1074.5	\$160.05	\$163.09	\$165.53	\$2.44	\$1.8486	
33	E-05	1074.5	\$160.05	\$163.09	\$165.53	\$2.44	\$1.8486	
34	E-06	1074.5	\$152.24	\$155.13	\$157.46	\$2.32	\$1.7585	
35	E-07	1074.5	\$152.24	\$155.13	\$157.46	\$2.32	\$1.7585	

Agenda Item 9b

	A	B	C	E	F	G	H
36	E-08	1074.5	\$152.24	\$155.13	\$157.46	\$2.32	\$1.7585
37	E-09	1074.5	\$152.24	\$155.13	\$157.46	\$2.32	\$1.7585
38	E-10	1074.5	\$152.24	\$155.13	\$157.46	\$2.32	\$1.7585
39							
40	G-01	1855.8	\$276.42	\$281.67	\$285.88	\$4.22	\$1.8486
41	G-02	1083.7	\$161.42	\$164.48	\$166.95	\$2.46	\$1.8486
42	G-03	1085.2	\$161.64	\$164.71	\$167.17	\$2.47	\$1.8486
43	G-04	1090.5	\$162.44	\$165.52	\$168.00	\$2.48	\$1.8486
44	G-05	1109.8	\$165.31	\$168.45	\$170.97	\$2.52	\$1.8486
45	G-06	1712.4	\$242.63	\$247.23	\$250.93	\$3.70	\$1.7585
46	G-07	1090.9	\$154.56	\$157.50	\$159.85	\$2.36	\$1.7585
47	G-08	1098.3	\$155.61	\$158.56	\$160.94	\$2.38	\$1.7585
48	G-09	1075.7	\$152.41	\$155.30	\$157.63	\$2.33	\$1.7585
49	G-10	997.4	\$141.31	\$143.99	\$146.15	\$2.16	\$1.7585
50							
51	N-1	1170.0	\$187.02	\$190.58	\$193.43	\$2.86	\$1.9839
52	N-2	1170.0	\$187.02	\$190.58	\$193.43	\$2.86	\$1.9839
53	N-3	1170.0	\$187.02	\$190.58	\$193.43	\$2.86	\$1.9839
54	N-4	1170.0	\$187.02	\$190.58	\$193.43	\$2.86	\$1.9839
55	N-5	1170.0	\$187.02	\$190.58	\$193.43	\$2.86	\$1.9839
56	N-6	1395.0	\$222.99	\$227.23	\$230.63	\$3.40	\$1.9839
57	N-7	1395.0	\$222.99	\$227.23	\$230.63	\$3.40	\$1.9839
58	N-8	1395.0	\$222.99	\$227.23	\$230.63	\$3.40	\$1.9839
59	N-9	1395.0	\$222.99	\$227.23	\$230.63	\$3.40	\$1.9839
60	N-10	1395.0	\$222.99	\$227.23	\$230.63	\$3.40	\$1.9839
61							
62	N Row East Storage	405.0	\$56.23	\$57.29	\$57.29	\$0.00	\$1.6976
63	N Row West Storage	675.0	\$93.71	\$95.49	\$95.49	\$0.00	\$1.6976
64	D Row North Storage	518.0	\$71.91	\$73.28	\$73.28	\$0.00	\$1.6976
65	D Row South Storage	518.0	\$71.91	\$73.28	\$73.28	\$0.00	\$1.6976
66	E Row North Storage	518.0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0000
67	E Row South Storage	518.0	\$71.91	\$73.28	\$73.28	\$0.00	\$1.6976
68			\$111,664.54	\$113,783.66	\$115,421.33		
69			<u>-\$30,891.00</u>	<u>-\$22,169.40</u>	<u>-19,953.48</u>	G, D 6-10 vacant	
70			\$80,773.54	\$91,614.26	\$95,467.85		

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	BOX HANGARS																
2	HANGAR	SQ. FT.	RATE 2017		RATE 2018		RATE 2019		RATE 2020		RATE 2021						
3	F-04	3600	Per Month \$577.38	\$6,928.56	Per Month \$582.00	\$6,984.00	Per Month \$591.89	\$7,102.73	Per Month \$603.14	\$7,237.68	Per Month \$612.19	\$7,346.25	\$2.04				
4	F-03	2160	377.93	4535.16	\$380.95	\$4,571.44	\$387.43	\$4,649.15	\$394.79	\$4,737.48	\$400.71	\$4,808.55	\$2.23				
5	K-Row Monthly	3600	718.06	8616.72	723.80	8685.65	736.11	8833.31	\$750.10	\$9,001.14	\$761.35	\$9,136.16	\$2.54				
6																	
7	K1	3600	772.86	9274.32	788.32	9459.84	804.09	9649.08	\$820.17	\$9,842.04	\$836.57	\$10,038.84	Lease expires December 31, 2021				
8	K2	3600	668.06	8016.72	673.80	8085.65	686.11	8233.31	\$700.10	\$8,401.14	\$711.35	\$8,536.16	Rate reduced by \$50 per month for long term lease				
9	K3	3600	668.06	8016.72	673.80	8085.65	686.11	8233.31	\$700.10	\$8,401.14	\$711.35	\$8,536.16	Rate reduced by \$50 per month for long term lease				
10	K4	3600	668.06	8016.72	673.80	8085.65	686.11	8233.31	\$700.10	\$8,401.14	\$711.35	\$8,536.16	Rate reduced by \$50 per month for long term lease				
11	K5	3600	718.06	8616.72	723.80	8685.65	736.11	8833.32	\$750.10	\$9,001.14	\$761.35	\$9,136.16	Rate will decrease by \$50/mo if long term lease is signed				
12	K6	3600									\$711.35	\$8,536.16	Rate reduced by \$50 per month for long term lease				
13	K7	3600									\$711.35	\$8,536.16	Rate reduced by \$50 per month for long term lease				
14																	
15	CAP	2538	200	2400	201.6	2419.2	205.03	2460.33	\$208.92	\$2,507.08	\$212.06	\$2,544.68	Lease expires December 31, 2023				
16																	
17	TOTAL			through July		\$56,377.08		\$57,394.54		\$58,528.85		\$76,555.28					

	A	B	C	D	E	F	G	H
1	2021-2026 EAU Capital Budget 6-19-2020							
3	Project Funding Sources							
4			FAA		FAA		Wisconsin	
					Discretionary/ CARES/			
5	Year	Project	Total Cost	Entitlement	Supplemental	DOT	Local	
6	FY2021 - Capital Equipment (810)							
7	Local	Replace Airport Operations and Maintenance Vehicle- DELAY to 2021?	\$ 30,000					\$ 30,000
8	Local	Airfield paint stripers- DELAY to 2021?	\$ 30,000					\$ 30,000
9		2020 Total Project Costs - Account 810	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
10								
11	FY2021 - Capital Improvement (820)							
12	Local	Construct New Corporate Hangar	\$ 2,700,000		\$ 1,800,000			\$ 900,000
13	Local	Replace Tower Radios	\$ 40,000					\$ 40,000
14	Local	Terminal and Tower Camera Replacement	\$ 5,000					\$ 5,000
15	Local	Replace Boilers in Hangars K3 and K5	\$ 10,000					\$ 10,000
16	Local	Replace Terminal Walkoff Mats	\$ 15,000					\$ 15,000
17	Local	LED Lighting Upgrades	\$ 25,000					\$ 25,000
18	Local	Entrance Sign Message Board Replacement	\$ 10,000					\$ 10,000
19	Local	Install Fiber to Maintenance Shop	\$ 12,000					\$ 12,000
20	Local	Replace Chiller at ATCT	\$ 50,000					\$ 50,000
21		Year 2020 Total Project Costs - Account 820	\$ 2,867,000	\$ -	\$ 1,800,000	\$ -	\$ -	\$ 1,067,000
22								
23								
24	FY2021 Other Capital Improvement (829)							
25	SA	Phase II Design Wildlife Fence	\$ 250,000			\$ 125,000		\$ 125,000
26	SA	Rebid Runway 4/22 and Taxiway A Rehab and Design of Twy Markings	\$ 50,000			\$ 40,000		\$ 10,000
27	AIP46	Runway 4/22 Rehab (incl. design, construct and CA)	\$ 1,391,648	\$ 601,276	\$ 651,207	\$ 69,582		\$ 69,582
28	AIP46	Taxiway A Rehab from Taxiway B2 to A1 including connectors A2 and A3 (incl. design,	\$ 302,009	\$ 271,808	\$ 0	\$ 15,100		\$ 15,100
29	AIP47	ARFF Building Rehab	\$ 2,245,833	\$ 375,000	\$ 1,833,333	\$ 18,750		\$ 18,750
30	AIP48	Master Plan Update (including Rwy 14/32 extension analysis and Rwy 04 approach lights)/ALP Update (including AGIS and OAP)	\$ 500,000		\$ 450,000	\$ 25,000		\$ 25,000
31		Year 2021 Total Project Costs	\$ 4,739,490	\$ 1,248,084	\$ 2,934,540	\$ 293,433	\$ -	\$ 263,433
32								
33	FY2022							
34	AIP49	Phase II Design and Install Wildlife Fencing (10' high with 3 strand wire at the top and 2-4 foot angled and buried chain link at the bottom)	\$ 2,184,500	\$ 1,000,000	\$ 966,050	\$ 109,225		\$ 109,225
35	AIP49	Runway 14/32 approach clearing	\$ 250,000		\$ 225,000	\$ 12,500		\$ 12,500
36	AIP49	Wildlife Study Recommendations (tree, shrub and vegetation removal on the AOA)	\$ 500,000	\$ -	\$ 225,000	\$ 25,000		\$ 25,000
37	AIP50	Design ARFF Truck (to be reimbursed in 2023)	\$ 50,000			\$ 40,000		\$ 10,000
38		Year 2022 Total Project Costs	\$ 2,984,500	\$ 1,000,000	\$ 1,416,050	\$ 186,725	\$ -	\$ 156,725



To: Chippewa Valley Regional Airport Commission

From: Charity Zich, Airport Director

Date: June 15, 2020

RE: State Trust Fund Loan Payoff

The FAA Cares Act Grant for Operations and Maintenance that was offered to the Airport allows for reimbursement of early retirement of debt service. Eau Claire County currently has two State Trust Fund Loans on behalf of the Airport.

The first loan is for the FBO Hangar and is scheduled to be paid off in March 2023 and the second loan is for the K 1-5 Hangars and is scheduled to be paid off in March 2022. If paid off by August 3, 2020, the estimated payoff amount for the FBO Hangar loan is \$148,225 and the estimated payoff amount for the K-row hangar loan is \$132,200. State Trust Fund loans can only be paid off from January 1-August 30 each year and 30 days notice must be provided prior to payoff. If the loans are retired this year, the estimated savings on interest is about \$18,000.

While we have not officially received a grant agreement for the CARES Act grant, I've been told by the FAA that any debt service paid off after March 27, 2020 is eligible for reimbursement no matter when the grant agreement is actually received. Based on this understanding from the FAA, it is my recommendation that we proceed with early payoff of the State Trust Fund loans for the K-row and FBO hangars and seek reimbursement under the CARES Act grant when available.

Chippewa Valley Regional Airport

2019 Year End Financial Report Estimated June 10, 2020

*This is a cash basis financial statement, and it does not take into account accrual related year-end adjustments that would be presented in the county's annual audited financial statements. Accrual adjustments would include employee benefit items, principal payments on loans, and fixed asset capitalization and depreciation.

#	Item	12 Month Budget 2019	Actual as of 12/31/19 (100%)	Variance YTD
Income				
41110	Contrib From Eau Claire Cty	\$399,030	\$399,030.00	\$0.00
47330	Contrib From Chippewa Cty	\$130,271	\$130,271.00	\$0.00
Sub-Total Tax Revenue		\$529,301	\$529,301.00	\$0.00
46340-571	Advertising	\$5,500	\$5,195.77	(\$304.23)
46340-572	Air Terminal	\$113,645	\$113,795.34	\$150.64
46340-573	FAA	\$13,440	\$13,440.00	\$0.00
46340-574	FBO	\$126,195	\$126,800.70	\$605.89
43640-575	Fuel Flowage	\$114,100	\$133,398.92	\$19,298.92
46340-576	Hangars	\$138,169	\$154,928.11	\$16,759.11
46340-577	Landing	\$50,651	\$52,898.08	\$2,247.08
43640-578	Parking	\$130,000	\$192,871.54	\$62,871.54
46340-579	Rental Cars	\$115,000	\$156,039.54	\$41,039.54
46340-580	Restaurant	\$24,000	\$24,000.00	\$0.00
46340-581	Tie Downs	\$216	\$216.00	\$0.00
46340-583	Utility Revs	\$8,000	\$13,563.52	\$5,563.52
46340-584	Land Lease Revs	\$33,500	\$37,223.03	\$3,723.03
46340-586	Vehicle Fuel Reimbursement	\$10,000	\$22,296.84	\$12,296.84
Sub-Total Operating Revenue		\$882,416	\$1,046,667.39	\$164,251.88
Sub-Total Taxes and Operating Rev.		\$1,411,716.51	\$1,575,968.39	\$164,251.88
46340-601	Other Revenue	\$5,000	\$11,495.45	\$6,495.45
46340-582	PFC	\$83,410	\$106,108.45	\$22,698.45
46340-585	Airline Recruit Reimb	\$0	\$0.00	\$0.00
46340-515	Insurance Refunds	\$0	\$30,969.47	\$30,969.47
43619	Airport Grants	\$0	\$0.00	\$0.00
49210	Transfer Fr. Gen'l Fund	\$0	\$0.00	\$0.00
49300	Airport Fund Balance Applied	\$309,726	\$0.00	(\$309,726.00)
Sub-Total Other Revenue		\$398,136	\$148,573.37	(\$249,562.63)
TOTAL INCOME		\$1,809,853	\$1,724,541.76	(\$85,310.75)
Expenses				
53510-111	Salary Perm-Regular	\$343,286	\$345,541.63	(\$2,255.63)
-112	Salary Perm-OT	\$9,000	\$20,888.60	(\$11,888.60)
-114	Salary-On Call Pay	\$5,200	\$5,200.00	\$0.00
-121	Salary Temp Regular	\$5,000	\$10,128.49	(\$5,128.49)

#	Item	12 Month Budget 2019	Actual as of 12/31/19 (100%)	Variance YTD
-141	Board & Comm Per Diem	\$4,000	\$4,080.00	(\$80.00)
-142	Cnty Brd & Comm Mile	\$700	\$837.96	(\$137.96)
-150	Health Ins Incentive	\$1,200	\$1,100.00	\$100.00
-151	Social Security	\$27,730	\$27,968.72	(\$238.72)
-152	Retirement Emplr Share	\$19,566	\$22,335.17	(\$2,769.17)
-154	Hos & Health Ins	\$72,145	\$72,688.32	(\$543.32)
-155	Life Insurance	\$72	\$95.73	(\$23.73)
-158	Unemployment Comp	\$0	\$0.00	\$0.00
-200	Contract Svcs	\$19,000	\$24,402.00	(\$5,402.00)
-212	Attorney Fees	\$6,000	\$3,434.00	\$2,566.00
-213	Accounting & Audit	\$4,900	\$5,000.00	(\$100.00)
-221	Water & Sewer	\$51,500	\$50,698.92	\$801.08
-222	Electric	\$98,940	\$94,698.63	\$4,241.37
-224	Gas & Fuel Oil	\$35,000	\$31,007.52	\$3,992.48
-225	Telephone	\$4,300	\$3,393.71	\$906.29
-226	Cellular Phone	\$0	\$1,015.39	(\$1,015.39)
-227	Dataline/Internet	\$500	\$18.17	\$481.83
-241	Motor Vehicle Maint	\$11,000	\$8,430.50	\$2,569.50
-246	Grounds Maint	\$50,000	\$121,305.09	(\$71,305.09)
-248	Building Maint	\$27,000	\$21,813.24	\$5,186.76
-249	Service on Machines	\$500	\$0.00	\$500.00
-297	Refuse Collection	\$1,300	\$1,254.00	\$46.00
-298	Laundry Services	\$1,850	\$1,993.22	(\$143.22)
-299	Sundry Contract Services	\$500	\$0.00	\$500.00
-310	Office Supplies	\$600	\$279.86	\$320.14
-311	Postage and Box Rent	\$700	\$463.14	\$236.86
-313	Printing & Dup	\$750	\$685.68	\$64.32
-320	Ref Materials	\$500	\$315.00	\$185.00
-321	Publish Legal Notices	\$200	\$36.89	\$163.11
-324	Membership Dues	\$4,500	\$3,835.00	\$665.00
-327	Marketing	\$50,000	\$44,780.07	\$5,219.93
-328	Airline Recruitment	\$15,000	\$4,000.00	\$11,000.00
-340	Travel-Train, Conf & Misc.	\$14,000	\$14,883.80	(\$883.80)
-366	Fire fight supplies	\$4,500	\$1,719.64	\$2,780.36
-377	Vehicle Fuel	\$32,000	\$48,892.04	(\$16,892.04)
-510	Insurance	\$45,310	\$46,289.33	(\$979.33)
-515	Insurance Claims	\$0	\$39,831.47	(\$39,831.47)
-615	Special Assessment	\$76,000	\$75,708.00	\$292.00
-813	Office Equipment	\$1,500	\$147.99	\$1,352.01
Sub-Total Operating Expense		\$1,045,749.00	\$1,161,196.92	(\$115,447.92)
53515-221	ATCT Water-Sewer-Strmwtr	\$1,000	\$935.58	\$64.42
-222	ATCT Electricity	\$15,300	\$15,802.55	(\$502.55)
-224	ATCT Gas & Fuel Oil	\$4,000	\$2,594.57	\$1,405.43
-225	ATCT Telephone	\$1,500	\$960.00	\$540.00
-248	ATCT Building Maintenance	\$15,000	\$13,461.00	\$1,539.00
Sub-Total Tower Expense		\$36,800	\$33,753.70	\$3,046.30
53610-810	Capital Equipment	\$32,000	\$0.00	\$32,000.00

Agenda Item 9e

#	Item	12 Month Budget 2019	Actual as of 12/31/19 (100%)	Variance YTD
-820	Capital Improvement	\$22,000	\$5,125.00	\$16,875.00
-829	Other Capital Improvement	\$549,375	(\$94,877.49)	\$644,252.49
58102-613	Principal/Trust Fund	\$105,503	\$105,503.39	(\$0.39)
58202-613	Interest/Trust Fund	\$18,426	\$18,426.02	(\$0.02)
	Sub-Total Capital Expense	\$727,304	\$34,176.92	\$693,127.08
	TOTAL EXPENSE	\$1,809,853	\$1,229,127.54	\$580,725.46
	NET OPERATING INCOME	\$0	\$495,414.22	\$495,414.71
	<u>Cash Balance</u>			
	Per 2017 Audit Report	\$980,620		
	Per 2018 Audit Report	\$975,882		
	2019 Estimate	\$1,471,296		