

AGENDA
Chippewa Valley Regional Airport Commission
Friday, October 16, 2020, 7:30 a.m.
Virtual Meeting via Webex

Dial In: 1-415-655-0001
Access Code: 145 415 5212
***please remain muted when not speaking**

For those wishing to make public comment or speak during the public hearing, 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 hearing or public comment period to make your comments.

- 1. Call To Order**
- 2. Confirmation of Meeting Notice**
- 3. Roll Call - Voice**
- 4. Approval of Minutes**
 - a. September 18, 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**
 - **Charter Flights**
 - **Airport Community Outreach**
 - 1. Discussion/Action**
 - b. Project Summary – revised CIP in the packet**
 - **AIP 46 Multi-Function Snow Removal Equipment and Markings – FY20**
 - **AIP 47 Phase I fence design, Taxiway A Lighting Design and Construction, ARFF Building Design – FY20**

- AIP 48, 49 and 50 Rwy 4/22 and Taxiway A Rehabilitation, ARFF Building Reconstruct, Master Plan Update – FY21
 - AIP 51 Phase II Design and Construct Wildlife Fence and Wildlife Study Recommendations – FY22
 - State Aid 65 Equipment Procurement Project – FY20
 - State Aid 66 Equipment Storage Building Addition Project – FY20
 - K-Row Hangar Construction Project – FY20
- 1. Discussion/Action**

8. Previous Business:

- a. **Tower Chiller Replacement**
 - 1. Discussion/Action**
- b. **Airport Recognition Program Quarterly Recipient**
 - 1. Discussion/Action**
- c. **Proposed Closed Session pursuant to Wisconsin Stat. s. 19.85 (1)(c) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session,**

To wit: Consideration of lease terms for new hangar construction

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

- 1. Discussion/Action**

9. New Business:

- a. **Public Hearing in the Matter of State and Federal Aid for Improvements at the Chippewa Valley Regional Airport**
 - 1. Discussion/Action**
- b. **Resolution Petitioning the Secretary of Transportation for Airport Improvement Aid**
 - 1. Discussion/Action**
- c. **Approval of Agency Agreement Designating the Secretary of Transportation as the Airports Agent**
 - 1. Discussion/Action**
- d. **Resolution Requesting the Eau Claire County Board Ratify and Affirm the Chippewa Valley Regional Airport Commission Petition for Airport Improvement Aid**
 - 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, September 18, 2020, 7:30 am
Virtual Meeting via Webex Events**

MEMBERS PRESENT: Commissioners Rick Bowe, Leigh Darrow, Scott Francis, Bill Hilgedick, Kevin Stelljes and Barry Wells were present via Webex Events virtual meeting.

MEMBERS ABSENT: Peter Hoeft

OTHERS PRESENT: Jeff Husby-Hawthorne Aviation, Brian Murley-Mayo, Amy Michels-Mead & Hunt, 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 7:31 am.
2. **Confirmation of Meeting Notice:** The meeting was noticed.
3. **Roll Call:** Commissioners Rick Bowe, Leigh Darrow, Scott Francis, Bill Hilgedick and Barry Wells were present via Webex Events virtual meeting. Kevin Stelljes arrived at 7:34 am.
4. **Approval of Minutes:**
 - a. **August 21, 2020 Regular Commission Meeting:**

On a motion by Com. Bowe, seconded by Com. Wells, the minutes of the August 21, 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**

On a motion by Com. Bowe, seconded by Com. Francis, 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 for the year. Hertz had filed for bankruptcy and officially ceased operations at CVRA on 8/31/2020.
 - **Tower Operations**

Tower Operations are down for the month and for the year.
 - c. **Hangar Occupancy:**

There are no hangar vacancies. We are at full occupancy with one individual on the T-hangar waiting list.
6. **Public Comment Period: None**

7. Operational Matters:

a. Airport Operations Report

- **Airport Community Outreach:** The Commission reviewed the Airport Community Outreach opportunities for 2020. There is a TSA PreCheck event scheduled for October 5-9, 2020 that is now taking appointments. The TSA will also be doing a media event for TSA PreCheck, as well as the newer TSA screening equipment at the beginning of October.

b. Airport Strategic Plan Update/Review:

- **2020-2022 Plan Update:** The Airport Director noted the changes to the Strategic Plan that were previously discussed.

On a motion by Com. Francis, seconded by Com. Bowe, the Commission approved the 2020-2022 Strategic Plan Update as submitted.

(Ayes 6-Nayes 0)

- **Operational Review:** The September Operational Review covered the FBO leases and facilities. The facilities were reviews in 2019 and no changes were made. The Commission did not recommend any changes.

c. Project Summary

- **AIP 46 Multi-Function Snow Removal Equipment and Markings – FY20:** The FAA Grants have been received and are in process with the state.
- **AIP 47 Phase I fence design, Taxiway A Lighting Design and Construction, ARFF Building Design – FY20:** The FAA Grants have been received and are in process with the state. The Taxiway A North Light work is tentatively scheduled to begin in early October.
- **AIP 48, 49 and 50 Rwy 4/22 and Taxiway A Rehabilitation, ARFF Building Reconstruct, Master Plan Update – FY21:** A scoping meeting for the Master Plan Update took place earlier this month.
- **AIP 51 Phase II Design and Construct Wildlife Fence and Wildlife Study Recommendations – FY22:** No update at this time.
- **State Aid 65 Equipment Procurement Project – FY20:** No update at this time.
- **State Aid 66 Equipment Storage Building Addition Project – FY20:** Project bids were received on September 17th. Rohm Construction was the as-read low bidder.

On a motion by Com. Wells, seconded by Com. Francis, the Commission approved the local share of construction of the Equipment Storage Building Addition Project for \$123,800.00.

(Ayes 6-Nayes 0)

- **K-Row Hangar Construction Project – FY20:** Construction has begun.

8. Previous Business:

a. Approval to Proceed with Upgrades to Terminal Air Handler Units

On a motion by Com. Bowe, seconded by Com. Wells, the Commission approved the Upgrades to the Terminal Air Handler Units at the cost of \$11,950.00.

(Ayes 6-Nayes 0)

9. New Business:

a. Proposed Closed Session pursuant to Wisconsin Stat. s. 19.85 (1)(c) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session,

To wit: Consideration of lease terms for new hangar construction

On a motion by Com. Wells, seconded by Com. Francis, the Commission entered into closed session at 8:00 am and will reconvene at 8:20 am on the following Roll Call Vote – Ayes: Com. Bowe, Darrow, Francis, Hilgedick, Stelljes and Wells; Nayes: None.

The Commission reconvened in open session at 8:22 am.

Commission Chair Hilgedick reported in open session that the Commission gave the Airport Director direction to begin negotiations regarding corporate hangar development.

10. Discuss Future Agenda Items: None

11. Set Future Meeting Dates and Times: The next Regular Commission Meetings are planned for October 16th, November 20th and December 18th.

12. Adjournment:

On a motion by Com. Francis, seconded by Com. Bowe, the meeting was adjourned at 8:25 am.

(Ayes 6-Nayes 0)

Respectfully Submitted,

Scott Francis, Secretary

September Vouchers for approval October 16, 2020

| | | | |
|------------------------------------|--|----------------------|---------------------------|
| Advance Media | September/October Marketing | 53510-327 | \$6,100.00 |
| AT&T FirstNet | Maintenance Team Cell Phones, Aug/Sept | 53510-226 | \$289.46 |
| <i>Bartingale Mechanical</i> | <i>ATCT Chiller Repairs</i> | <i>53515-248</i> | <i>\$294.57</i> |
| CBS Squared | Consultant fees, K-Row hangars construction | 53510-820 | \$942.80 |
| Cintas | Uniforms & Towels | 53510-298 | \$297.40 |
| City of Eau Claire | Q3 Water/Sewer/Stormwater Charges | 53510-221 | \$12,278.94 |
| <i>City of Eau Claire</i> | <i>Q3 Water/Sewer/Stormwater Charges-ATCT</i> | <i>53515-221</i> | <i>\$235.62</i> |
| City of Eau Claire | Fire truck foam testing calibration assistance | 53510-366 | \$197.50 |
| Countryside Cooperative | Purchase of 3,000 gallons of gasohol fuel | 53510-377 | \$5,340.00 |
| Dahl, Joe | Meal reimbursements, ARFF Training | 53510-340 | \$146.42 |
| Endpoint Solutions | Fuel Tank Inspections -2 airport, 2 FBO | 53510-200 | \$4,400.00 |
| LE Phillips Career Development Ctr | Terminal Seating Upholstering, 46 sets, FINAL | 53510-820 | \$2,530.00 |
| Norrell, Todd | Meal reimbursements, Airfield Marking Training | 53510-340 | \$41.08 |
| Olympic Builders | Hangar Construction Project, Payment #3 | 53510-820 | \$30,305.00 |
| ProDesigns | (6) Staff baseball caps & (4) on-call staff shirts | 53510-298 | \$114.00 |
| Summit | Fire alarm testing - Terminal | 53510-248 | \$485.00 |
| <i>Summit</i> | <i>Fire alarm testing - ATCT</i> | <i>53515-248</i> | <i>\$525.00</i> |
| Verizon | Maintenance Cell Phones-July/Aug, FINAL | 53510-226 | \$17.35 |
| Xcel Energy | Terminal Gas/Electric - September | 53510-222/224 | \$7,169.00 |
| <i>Xcel Energy</i> | <i>ATCT Gas/Electric - September</i> | <i>53515-222/224</i> | <i>\$1,276.56</i> |
| | TOTAL | | <u>\$72,985.70</u> |

ITALICIZED items = Tower Expenses

September Credit Card Charges

| | | | |
|----------------------------|------------------------------------|-----------|--------------------------|
| CHIPPEWA FALLS CHAMBER | MEMBERSHIP | 53510-324 | 252.00 |
| SIGHTLINE | AIRFIELD MARKING TRAINING | 53510-340 | 500.00 |
| EAU CLAIRE CHAMBER | MEMBERSHIP | 53510-324 | 387.00 |
| AAAE | AIRPORT BUSINESS TRAINING | 53510-340 | 250.00 |
| TRANSPORTATION SECURITY | FINGERPRINT SUBMITTALS | 53510-246 | 323.00 |
| FEDEX | POSTAGE | 53510-311 | 23.74 |
| USDA APHIS ACT HLDR | WILDLIFE TRAINING | 53510-340 | 500.00 |
| FEDEX | POSTAGE | 53510-311 | 23.74 |
| THALER OIL | ARFF TRAINING, PROPANE | 53510-340 | 178.35 |
| STAPLES | BUILDING | 53510-248 | 110.52 |
| PAK MAIL 263 | POSTAGE | 53510-311 | 10.00 |
| DALCO ENTERPRISES | BUILDING | 53510-248 | 61.72 |
| HANGAR 54 GRILL | MARKETING | 53510-327 | 25.00 |
| AMAZON | BUILDING | 53510-248 | 18.99 |
| FEDEX | POSTAGE | 53510-311 | 23.74 |
| GOLD CROSS ANSWERING SVC | TELEPHONE | 53510-225 | 64.66 |
| AMAZON | BUILDING | 53510-248 | 27.88 |
| WXOW WQOW TELEVISION | MARKETING | 53510-327 | 158.25 |
| J J KELLER & ASSOCIATES | TRAINING | 53510-340 | 21.80 |
| DALCO ENTERPRISES | BUILDING | 53510-248 | 188.76 |
| DALCO ENTERPRISES | BUILDING | 53510-248 | 88.53 |
| KI | BUILDING | 53510-248 | 31.45 |
| STAPLES | BUILDING | 53510-248 | 24.96 |
| STAPLES | OFFICE SUPPLIES | 51451-310 | 36.56 |
| AMAZON | BUILDING | 53510-248 | 56.19 |
| MENARDS EAU CLAIRE WEST | BUILDING | 53510-248 | 31.21 |
| FASTENAL COMPANY | BUILDING | 53510-248 | 7.00 |
| TRACTOR CENTRAL LLC | GROUNDNS | 53510-246 | 152.66 |
| MOTION INDUSTRIES | BUILDING - TAX REFUND | 53510-248 | -7.00 |
| O'REILLY AUTO PARTS 1774 | (3) BATTERIES, OSHKOSH PLOW TRUCK | 53510-241 | 323.25 |
| MENARDS EAU CLAIRE WEST | BUILDING | 53510-248 | 17.91 |
| HOLIDAY INN MADISON | AIRFIELD MARKING TRAINING, HOTEL | 53510-340 | 357.00 |
| SHERWIN WILLIAMS 703221 | (125) GAL YELLOW AIRFIELDPAINT | 53510-246 | 323.75 |
| RIVER STATES TRUCK-EC | NEW ECM, OSHKOSH PLOW TRUCK, LABOR | 53510-241 | 282.15 |
| RIVER STATES TRUCK-EC | NEW ECM, OSHKOSH PLOW TRUCK, PARTS | 53510-241 | 2450.87 |
| MENARDS EAU CLAIRE WEST | BUILDING | 53510-248 | 37.50 |
| FCX SYSTEMS INC | BUILDING | 53510-248 | 168.00 |
| GALCO INDUSTRIAL ELECTRO | GROUNDNS | 53510-246 | 31.59 |
| GORDON ELECTRIC SUPPLY INC | BUILDING | 53510-248 | 121.39 |
| | TOTAL | | <u>\$7,684.12</u> |

Chippewa Valley Regional Airport

2020 BUDGET COMPARISON Estimated September 30, 2020

| # | Item | 12 Month Budget 2020 | Budget YTD Allocated | Actual as of 9/30/20 (75%) | Variance YTD | Balance Remaining For Year | Estimate |
|------------------------------------|------------------------------|----------------------|-----------------------|----------------------------|---------------------|----------------------------|--------------------|
| Income | | | 75.00% | | | | |
| 41110 | Contrib From Eau Claire Cty | \$399,030 | \$299,273 | \$299,272.50 | \$0.00 | \$99,757.50 | \$399,030 |
| 47330 | Contrib From Chippewa Cty | \$130,271 | \$97,703 | \$130,271.00 | \$32,567.75 | \$0.00 | \$130,271 |
| Sub-Total Tax Revenue | | \$529,301 | \$396,975.75 | \$429,543.50 | \$32,567.75 | \$99,757.50 | \$529,301 |
| 46340-571 | Advertising | \$5,000 | \$3,750 | \$7,077.00 | \$3,327.00 | (\$2,077.00) | \$7,077 |
| 46340-572 | Air Terminal | \$115,158 | \$86,369 | \$70,896.65 | (\$15,471.85) | \$44,261.35 | \$113,084 |
| 46340-573 | FAA | \$13,440 | \$10,080 | \$10,080.00 | \$0.00 | \$3,360.00 | \$13,440 |
| 46340-574 | FBO | \$126,823 | \$95,117 | \$56,237.43 | (\$38,879.82) | \$70,585.57 | \$86,432 |
| 43640-575 | Fuel Flowage | \$122,100 | \$91,575 | \$59,472.88 | (\$32,102.12) | \$62,627.12 | \$75,000 |
| 46340-576 | Hangars | \$150,143 | \$112,607 | \$132,251.45 | \$19,644.20 | \$17,891.55 | \$155,000 |
| 46340-577 | Landing | \$51,381 | \$38,536 | \$26,008.94 | (\$12,526.81) | \$25,372.06 | \$40,000 |
| 43640-578 | Parking | \$150,000 | \$112,500 | \$66,654.88 | (\$45,845.12) | \$83,345.12 | \$75,000 |
| 46340-579 | Rental Cars | \$125,000 | \$93,750 | \$75,664.52 | (\$18,085.48) | \$49,335.48 | \$90,000 |
| 46340-580 | Restaurant | \$24,000 | \$18,000 | \$12,000.00 | (\$6,000.00) | \$12,000.00 | \$16,000 |
| 46340-581 | Tie Downs | \$216 | \$162 | \$90.00 | (\$72.00) | \$126.00 | \$216 |
| 46340-583 | Utility Revs | \$10,000 | \$7,500 | \$5,509.43 | (\$1,990.57) | \$4,490.57 | \$10,000 |
| 46340-584 | Land Lease Revs | \$38,275 | \$28,706 | \$36,884.28 | \$8,178.03 | \$1,390.72 | \$38,275 |
| 46340-586 | Vehicle Fuel Reimbursement | \$13,000 | \$9,750 | \$14,553.36 | \$4,803.36 | (\$1,553.36) | \$18,000 |
| Sub-Total Operating Revenue | | \$944,536 | \$708,402.00 | \$573,380.82 | (\$135,021.18) | \$371,155.18 | \$737,524 |
| Sub-Total Taxes and Operating Rev. | | \$1,473,837.00 | \$1,105,377.75 | \$1,002,924.32 | (\$102,453.43) | \$470,912.68 | \$1,266,825.16 |
| 46340-601 | Other Revenue | \$10,000 | \$7,500 | \$5,763.74 | (\$1,736.26) | \$4,236.26 | \$6,000 |
| 46340-582 | PFC | \$87,800 | \$65,850 | \$28,626.05 | (\$37,223.95) | \$59,173.95 | \$43,900 |
| 46340-515 | Insurance Refunds | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0 |
| 43619 | Airport Grants | \$0 | \$0 | \$994,278.72 | \$994,278.72 | (\$994,278.72) | \$1,416,067 |
| 49210 | Transfer Fr. Gen'l Fund | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0 |
| 49300 | Airport Fund Balance Applied | \$435,989 | \$326,992 | \$0.00 | (\$326,991.75) | \$435,989.00 | \$0 |
| Sub-Total Other Revenue | | \$533,789 | \$400,341.75 | \$1,028,668.51 | \$628,326.76 | (\$494,879.51) | \$1,465,967 |
| TOTAL INCOME | | \$2,007,626 | \$1,505,719.50 | \$2,031,592.83 | \$525,873.33 | (\$23,966.83) | \$2,732,792 |
| Expenses | | | | | | | |
| 53510-111 | Salary Perm-Regular | \$347,320 | \$260,490 | \$256,180.46 | (\$4,309.54) | \$91,139.54 | \$355,000 |
| -112 | Salary Perm-OT | \$12,000 | \$9,000 | \$7,496.36 | (\$1,503.64) | \$4,503.64 | \$12,000 |
| -114 | Salary-On Call Pay | \$5,200 | \$3,900 | \$3,700.00 | (\$200.00) | \$1,500.00 | \$5,200 |
| -121 | Salary Temp Regular | \$6,000 | \$4,500 | \$8,343.36 | \$0.00 | (\$2,343.36) | \$6,000 |
| -130 | Employee Benefits | \$0 | \$0 | \$1,050.00 | \$1,050.00 | (\$1,050.00) | \$2,100 |
| -136 | PTO-ELB-Lump Sum Payout | \$0 | \$0 | \$130.53 | \$130.53 | (\$130.53) | \$131 |
| -141 | Board & Comm Per Diem | \$4,000 | \$3,000 | \$3,420.00 | \$420.00 | \$580.00 | \$4,000 |
| -142 | Cnty Brd & Comm Mile | \$800 | \$600 | \$272.47 | (\$327.53) | \$527.53 | \$500 |
| -150 | Health Ins Incentive | \$1,200 | \$900 | \$900.00 | \$0.00 | \$300.00 | \$1,200 |
| -151 | Social Security | \$28,345 | \$21,259 | \$19,759.29 | (\$1,499.46) | \$8,585.71 | \$29,093 |
| -152 | Retirement Emplr Share | \$22,566 | \$16,925 | \$16,912.62 | (\$11.88) | \$5,653.38 | \$24,910 |
| -153 | HSA Contribution | \$7,000 | \$5,250 | \$5,250.00 | \$0.00 | \$1,750.00 | \$7,000 |
| -154 | Hos & Health Ins | \$75,498 | \$56,624 | \$56,623.50 | \$0.00 | \$18,874.50 | \$75,498 |
| -155 | Life Insurance | \$87 | \$65 | \$89.64 | \$24.39 | (\$2.64) | \$100 |
| -158 | Unemployment Comp | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0 |
| -200 | Contract Svcs | \$19,000 | \$14,250 | \$16,534.50 | \$2,284.50 | \$2,465.50 | \$19,000 |
| -212 | Attorney Fees | \$6,000 | \$4,500 | \$0.00 | (\$4,500.00) | \$6,000.00 | \$6,000 |
| -213 | Accounting & Audit | \$5,100 | \$3,825 | \$0.00 | (\$3,825.00) | \$5,100.00 | \$5,100 |
| -221 | Water & Sewer | \$53,045 | \$39,784 | \$37,505.31 | (\$2,278.44) | \$15,539.69 | \$53,045 |
| -222 | Electric | \$98,940 | \$74,205 | \$66,512.77 | (\$7,692.23) | \$32,427.23 | \$98,940 |
| -224 | Gas & Fuel Oil | \$35,000 | \$26,250 | \$16,646.00 | (\$9,604.00) | \$18,354.00 | \$35,000 |
| -225 | Telephone | \$3,300 | \$2,475 | \$1,556.43 | (\$918.57) | \$1,743.57 | \$3,300 |
| -226 | Cellular Phone | \$1,260 | \$945 | \$913.81 | (\$31.19) | \$346.19 | \$1,260 |
| -227 | Dataline/Internet | \$500 | \$375 | \$18.17 | (\$356.83) | \$481.83 | \$500 |
| -241 | Motor Vehicle Maint | \$11,000 | \$8,250 | \$15,019.72 | \$6,769.72 | (\$4,019.72) | \$15,000 |
| -246 | Grounds Maint | \$70,000 | \$52,500 | \$91,991.37 | \$39,491.37 | (\$21,991.37) | \$100,000 |
| -248 | Building Maint | \$28,000 | \$21,000 | \$27,501.67 | \$6,501.67 | \$498.33 | \$28,000 |
| -249 | Service on Machines | \$500 | \$375 | \$0.00 | (\$375.00) | \$500.00 | \$500 |
| -297 | Refuse Collection | \$1,600 | \$1,200 | \$1,344.20 | \$144.20 | \$255.80 | \$1,400 |
| -298 | Laundry Services | \$2,000 | \$1,500 | \$2,632.99 | \$1,132.99 | (\$632.99) | \$3,500 |
| -299 | Sundry Contract Services | \$1,000 | \$750 | \$5,177.08 | \$0.00 | \$0.00 | \$16,500 |
| -310 | Office Supplies | \$600 | \$450 | \$161.65 | (\$288.35) | \$438.35 | \$600 |
| -311 | Postage and Box Rent | \$600 | \$450 | \$137.11 | (\$312.89) | \$462.89 | \$600 |
| -313 | Printing & Dup | \$750 | \$563 | \$288.01 | (\$274.49) | \$461.99 | \$750 |
| -320 | Ref Materials | \$500 | \$375 | \$83.00 | (\$292.00) | \$417.00 | \$500 |

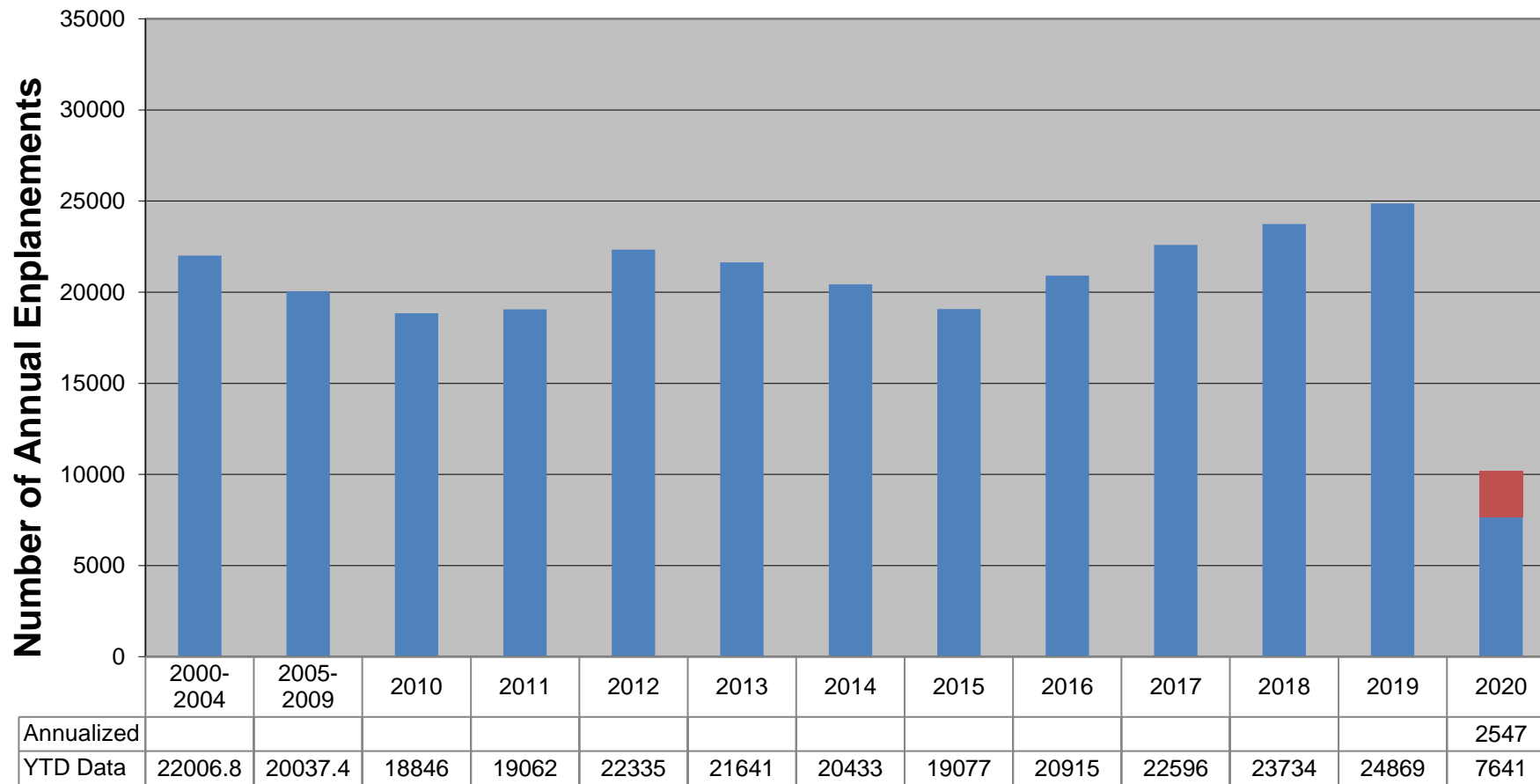
| # | Item | 12 Month Budget 2020 | Budget YTD Allocated | Actual as of 9/30/20 (75%) | Variance YTD | Balance Remaining For Year | Estimate |
|------------------------------------|----------------------------|-----------------------|-----------------------|----------------------------|-----------------------|----------------------------|-----------------------|
| -321 | Publish Legal Notices | \$200 | \$150 | \$48.14 | (\$101.86) | \$151.86 | \$200 |
| -324 | Membership Dues | \$4,000 | \$3,000 | \$3,601.00 | \$601.00 | \$399.00 | \$4,000 |
| -327 | Marketing | \$55,000 | \$41,250 | \$30,006.84 | (\$11,243.16) | \$24,993.16 | \$55,000 |
| -328 | Airline Recruitment | \$15,000 | \$11,250 | \$250.00 | (\$11,000.00) | \$14,750.00 | \$15,000 |
| -340 | Travel-Train, Conf & Misc. | \$12,000 | \$9,000 | \$8,593.66 | (\$406.34) | \$3,406.34 | \$5,000 |
| -366 | Fire fight supplies | \$4,500 | \$3,375 | \$197.50 | (\$3,177.50) | \$4,302.50 | \$4,500 |
| -377 | Vehicle Fuel | \$32,000 | \$24,000 | \$27,660.18 | \$3,660.18 | \$4,339.82 | \$32,000 |
| -510 | Insurance | \$58,400 | \$43,800 | \$69,368.92 | \$25,568.92 | (\$10,968.92) | \$69,369 |
| -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 | \$1,125 | \$424.79 | (\$700.21) | \$1,075.21 | \$1,500 |
| Sub-Total Operating Expense | | \$1,031,311.00 | \$773,483.25 | \$804,303.05 | \$30,819.80 | \$227,007.95 | \$1,098,795.05 |
| 53515-221 | ATCT Water-Sewer-Strmwtr | \$1,030 | \$773 | \$706.86 | (\$65.64) | \$323.14 | \$1,030 |
| -222 | ATCT Electricity | \$15,300 | \$11,475 | \$11,878.24 | \$403.24 | \$3,421.76 | \$15,300 |
| -224 | ATCT Gas & Fuel Oil | \$4,000 | \$3,000 | \$1,353.66 | (\$1,646.34) | \$2,646.34 | \$4,000 |
| -225 | ATCT Telephone | \$1,500 | \$1,125 | \$480.00 | (\$645.00) | \$1,020.00 | \$1,500 |
| -248 | ATCT Building Maintenance | \$15,000 | \$11,250 | \$4,295.51 | (\$6,954.49) | \$10,704.49 | \$15,000 |
| Sub-Total Tower Expense | | \$36,830 | \$27,622.50 | \$18,714.27 | (\$8,908.23) | \$18,115.73 | \$36,830 |
| 53610-810 | Capital Equipment | \$75,000 | \$56,250 | \$29,620.60 | (\$26,629.40) | \$45,379.40 | \$73,027 |
| -820 | Capital Improvement | \$495,000 | \$371,250 | \$139,431.99 | (\$231,818.01) | \$355,568.01 | \$746,000 |
| -829 | Other Capital Improvement | \$245,556 | \$184,167 | (\$195,291.49) | (\$379,458.49) | \$440,847.49 | -\$86,136 |
| 58102-613 | Principal/Trust Fund | \$109,420 | \$82,065 | \$385,856.25 | \$303,791.25 | (\$276,436.25) | \$385,857 |
| 58202-613 | Interest/Trust Fund | \$14,509 | \$10,882 | \$18,514.30 | \$7,632.55 | (\$4,005.30) | \$18,514 |
| Sub-Total Capital Expense | | \$939,485 | \$704,613.75 | \$378,131.65 | (\$326,482.10) | \$561,353.35 | \$1,137,262 |
| TOTAL EXPENSE | | \$2,007,626 | \$1,505,719.50 | \$1,201,148.97 | (\$304,570.53) | \$806,477.03 | \$2,272,887 |
| NET OPERATING INCOME | | \$0 | \$0 | \$830,443.86 | | (\$830,443.86) | \$459,905 |
| Cash Balance | | | | | | | |
| | Per 2018 Audit Report | \$975,882 | | | | | |
| | Per 2019 Audit Report | 1,362,194 | | | | | |
| | 2020 Estimate | 1,822,099 | | | | | |

Chippewa Valley Regional Airport
Traffic Statistics
 September 2020

| <i>AIRLINE PASSENGERS</i> | Month | | % Diff. | Year to date | | % Diff. |
|----------------------------------|--------------|-------------|--------------|---------------------|--------------|-------------|
| | 2020 | 2019 | | 2020 | 2019 | |
| UNITED Enplaned | 668 | 1912 | -65% | 6934 | 16777 | -59% |
| CHARTERS Enplaned | | | | <u>707</u> | <u>1730</u> | -59% |
| Total Enplaned | | | | 7641 | 18507 | -59% |
| UNITED Deplaned | 659 | 1713 | -62% | 7025 | 16379 | -57% |
| CHARTERS Deplaned | | | | <u>707</u> | <u>1730</u> | -59% |
| Total Deplaned | | | | 7732 | 18109 | -57% |
| Total Enplaned/Deplaned | 1327 | 3625 | -63% | 15373 | 36616 | -58% |
| UA Departure Load Factor | 23% | 61% | | 30% | 64% | |
| UA Arrival Load Factor | 22% | 68% | | 28% | 64% | |
| <i>UNITED PERFORMANCE</i> | 2020 | 2019 | | 2020 | 2019 | |
| Scheduled Flights/Landings | 59 | 60 | -2% | 491 | 546 | -10% |
| Canceled Flights | | | | | | |
| Xnld for Wx | 0 | 3 | | 6 | 29 | |
| Xnld for Mx | 0 | 0 | | 0 | 3 | |
| <u>Xnld Other</u> | <u>0</u> | <u>1</u> | | <u>12</u> | <u>2</u> | |
| Total | 0 | 4 | -100% | 18 | 34 | -47% |
| Total Landings | 59 | 56 | 5% | 473 | 512 | -8% |
| | 2020 | 2019 | | 2020 | 2019 | |
| <u>EAU Arrival</u> | | | | | | |
| Completion Factor | 100% | 93% | | 96% | 94% | |
| OnTime % | 97% | 72% | | 85% | 67% | |
| <u>EAU Departure</u> | | | | | | |
| Completion Factor | 100% | 93% | | 96% | 94% | |
| OnTime % | 95% | 73% | | 86% | 77% | |
| <u>ORD Arrival</u> | | | | | | |
| Completion Factor | 100% | 93% | | 96% | 94% | |
| OnTime % | 98% | 75% | | 87% | 75% | |

All on time arrivals/departures follow DOT methodology.

Chippewa Valley Regional Airport Scheduled Air Carrier and Charter Enplanements



Years

| 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 * | <u>\$846</u> | \$1,374 | \$1,030 | <u>\$966</u> | \$991 | \$1,005 | \$672 | \$429 | \$720 |
| MCO - Orlando * | \$453 | \$641 | \$321 | \$481 | \$391 | \$301 | \$353 | \$266 | \$230 |
| PHX - Phoenix * | <u>\$453</u> | \$658 | \$425 | \$481 | \$506 | \$325 | \$558 | \$402 | \$300 |
| | 10/16-10/18 | | | 10/23-10/25 | | | 10/30-11/1 | | |
| ORD - Chicago ** | <u>\$254</u> | \$237 | \$226 | \$214 | \$97 | \$226 | \$214 | \$87 | \$186 |
| DEN - Denver ** | \$544 | \$307 | \$260 | \$509 | \$117 | \$206 | \$469 | \$107 | \$186 |
| LAS - Las Vegas ** | \$511 | \$229 | \$300 | \$431 | \$212 | \$281 | \$391 | \$196 | \$256 |
| EWR - Newark ** | <u>\$631</u> | \$594 | \$593 | <u>\$571</u> | \$551 | \$548 | \$505 | \$307 | \$306 |
| IAD - Washington Dulles ** | \$651 | \$451 | \$441 | \$483 | \$309 | \$361 | \$401 | \$197 | \$266 |
| | 10/13-10/15 | | | 10/20-10/22 | | | 10/27-10/29 | | |

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

10/6/20

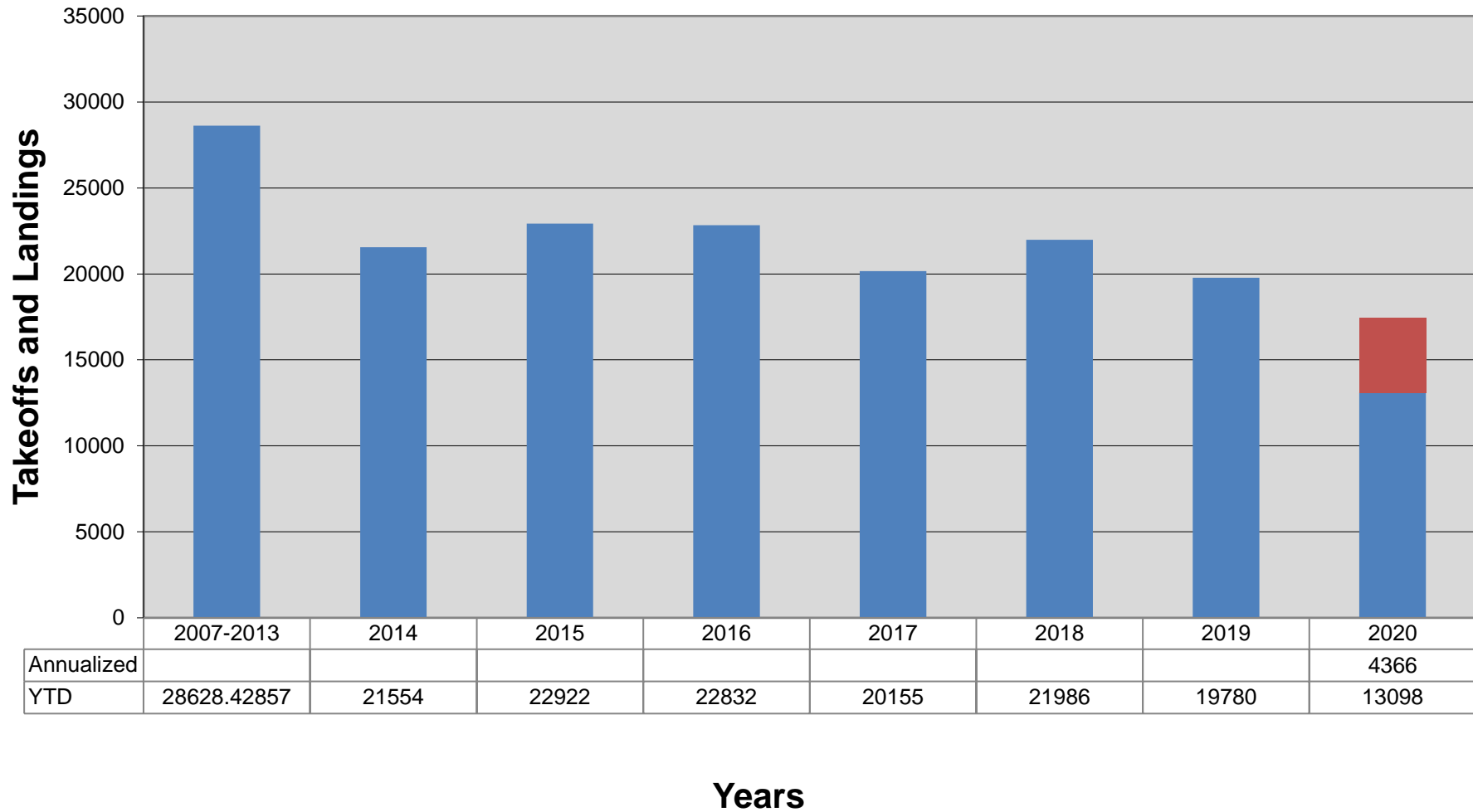
| | Number of Cars Rented | | |
|-----------|-----------------------|-------------|-------|
| | <u>2020</u> | <u>2019</u> | |
| January | 515 | 345 | 49% |
| February | 472 | 361 | 31% |
| March | 360 | 433 | -17% |
| April | 113 | 455 | -75% |
| May | 141 | 533 | -74% |
| June | 228 | 622 | -63% |
| July | 288 | 690 | -58% |
| August | 302 | 703 | -57% |
| September | 328 | 617 | -47% |
| October | | 553 | -100% |
| November | | 509 | -100% |
| December | | 518 | -100% |
| YTD | 2747 | 4759 | -42% |

Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 September 2020

| | | Month | | % Diff. | Year to date | | % Diff. |
|--------------|-----------------------|-----------|----------|---------|--------------|-----------|---------|
| | | 2020 | 2019 | | 2020 | 2019 | |
| Itinerant | Air Carrier | 0 | 0 | #DIV/0! | 18 | 37 | -51% |
| | Commuter/ Air Taxi | 202 | 228 | -11% | 1752 | 1892 | -7% |
| | GA | 1057 | 1056 | 0% | 7792 | 10203 | -24% |
| | Military | 71 | 23 | 209% | 293 | 277 | 6% |
| Local | GA | 484 | 352 | 38% | 3205 | 2941 | 9% |
| | Military | <u>26</u> | <u>0</u> | #DIV/0! | <u>38</u> | <u>60</u> | -37% |
| TOTAL | | 1840 | 1659 | 11% | 13098 | 15410 | -15% |

Chippewa Valley Regional Airport Annual Air Traffic Control Tower Operations



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
15. July 2 – Airport Newsletter
16. July 9 – Leadership Chippewa Falls
17. July 17 – Airport Tenant Meeting
18. July 28 – Airport Emergency Response Review
19. Aug 5 – GLC AAAE Conference Panel
20. Aug 12 – Runway Safety Meeting
21. Aug 17 – ARFF Training Press Release
22. Aug 19 – Visit Eau Claire Board Meeting
23. Sept 1 – WQOW Grant Interview
24. Sept 8 – WEAU COVID Passenger Update Interview
25. Sept 10 – Eau Claire County budget presentation
26. Oct 1 – Airport Newsletter
27. Oct 8 – Press Release on Pre Check and TSA Equipment

Upcoming Events

- October 5-9, 2020: TSA Pre-Check Enrollment



www.bartingalemechanical.com

(715) 835-3169

3213 Louis Ave, Suite G • PO Box 1027 • Eau Claire, WI 54702-1027

Fax (715) 835-0538

Proposal

To: Eau Claire County

Re: Chippewa Valley Regional Airport
Chiller

Procurement No. 2020-020

Attn: Ms. Debbie Simet

Date: October 9, 2020

We hereby submit specification and estimates for the above mentioned project:

Provide labor and materials to install (one) Daikin AMZ-020A chiller. Alternate # 1 would be the same chiller. The chiller will have a factory installed strainer, hot gas by-pass and condenser coil louvers. We will extend the existing concrete pad to accommodate the new size chiller. The new unit is 88" long by 51" wide compared to the existing unit at 73.5" long by 46" wide. We include pipe insulation, electrical work, startup & one-year warranty and crane for setting.

Base Bid: \$38,800.00

Alternate Bid # 1 ADD \$32,800.00

Alternate Bid # 2 NO BID

Notes:

Addendum # 1 is acknowledged

We Propose Hereby To Furnish Material And Labor – Complete In Accordance With These Specification, For The Sum Of: **See above**

Payable as Follows: Net 30

All Material Is Guaranteed To Be As Specified. All Work To Be Completed In A Workmanlike Manner According To Standard Practices. Any Alterations Or Deviation From Above Specifications Involving Extra Cost Will Be Executed Only Upon Written Orders, And Will Become An Extra Charge Over And Above The Estimate. All Agreements Contingent Upon Strikes, Accidents Or Delays Beyond Our Control. Owner To Carry Fire, Tornado, And Other Necessary Insurance. Our Workers Are Fully Covered By Workmen's Compensation Insurance.

Authorized Signature

Note: This Proposal May Be Withdrawn By Us If Not Accepted Within 30 Days.

Acceptance Of Proposal – The Prices, Specification And Conditions Are Satisfactory And Are Hereby Accepted. You Are Authorized To Do The Work As Specified. Payment Will Be Made As Outlined Above.



| 2020 | Name | Company | Accomplishment |
|-----------|----------------|-------------|--|
| July | Anthony Murry | AVIS | I received a call from a customer that left his wallet in his rental car when he dropped it off. After verifying I had it in my possession, he stated that he lived about an hour away and said he would make a trip to pick it up within a week. Murry overheard and volunteered to deliver the wallet after work. It is not uncommon for Murry to volunteer his hours for the sake and convenience of our customers. He goes above and beyond on a regular basis bringing a positive view of our business and the airport with him. Thank you, Murry for always going the extra mile. |
| | Neil Stanley | CVRA | On July 5th, 2020 due to Covid-19 there was very little seating area open in the airport waiting area and the passenger sterile area. Knowing the a.m. flight was booked and there was a charter in the afternoon I called maintenance to see if they could open up the seating area. Neil, without hesitation cleaned and opened up ample seating both areas. His quick response and action was much appreciated by all. Thanks Neil! |
| | Derek Smith | Midwest ATC | While Derek does not work for the airport, he goes the extra mile to look for opportunities to find alternative funding sources for tower facility needs. The tower needed a new set of binoculars recently and Derek was able to find a program that would fund the binoculars without requiring the airport to purchase them. He's also worked on similar alternative funding sources for signage and other tower supplies. |
| August | Winton Ray | Midwest ATC | Good morning Charity. I am sending this email to ask that you consider Winton Ray from Midwest ATC for the airport recognition program. There was a day a couple weeks ago when I went out for a flight while Winton was on duty and I think the service he provided is worth mention. I routinely practice aerobatics outside the EAU air space and generally request traffic advisories while always remaining in communication with ATC. Because of recent experience not getting the advisories even after requested, I have considered it moot to even make this request and did not ask for them this particular day. Because of Winton's observations and attention to what goes on, he assumed I was doing my normal thing and called me on the radio to see if I was still in the area. Indeed I was and stopped the aerobatic maneuvers for the outbound traffic. Upon landing I thanked him for the service and his response was, "no problem sir, we are here to help any way we can, it's our job". His friendliness and helpful attitude every time on duty is great to have at our facility. ATC is the first communication every single pilot has when coming to KEAU and may be the only person they communicate with. We all know about lasting first impressions. Please share this with the tower manager to show my appreciation. |
| | Joyce Gilberts | ATCT | Join us in congratulating Joyce G. on her well-earned retirement! Joyce started with the TSA when airports were first federalized after 9/11. She was one of the first TSA employees at EAU and is the last remaining of the TSA employees that started screening passengers here in 2001. Joyce was a great asset to the airport and always the first to volunteer when something needed to be done. She will be greatly missed by both our passengers and those who work in the building. Enjoy your retirement, Joyce! |
| September | Chang Yang | TSA | I would like to nominate Lead Transportation Security Officer Chang Yang, TSA. Since the retirement of Supervisor Transportation Security Officer Joyce Gilberts in August, Chang has had to step up and assist with her job duties until the new Supervisor arrives in November and has done a seamless job. |

**NOTICE OF PUBLIC HEARING
IN THE MATTER OF STATE AND FEDERAL AID
FOR IMPROVEMENTS AT**

Chippewa Valley Regional Airport
3800 Starr Avenue
Eau Claire, WI 54703

The Chippewa Valley Regional Airport Commission is considering petitioning the State of Wisconsin, Department of Transportation, for state and federal aid to undertake the following development at the Chippewa Valley Regional Airport:

Construct hangars, replace or install new taxiway lighting, replace or install new runway lighting, rehabilitate runway, taxiway and ramp pavement, and any necessary related work.

Notice is hereby given that the Chippewa Valley Regional Airport Commission will hold a public hearing at 7:30 am on October 16, 2020 via a Webex meeting by dialing 1-415-655-0001 access code 145 415 5212.

All interested persons are invited to present their views on the need for the proposed airport development. For those wishing to comment, you must email admin@chippewavalleyairport.com or call 715-839-6241 at least 30 minutes prior to the start of the public hearing. You will be called on during the public hearing to make your comments.

(Authority)

(Signature)

Published in the : Eau Claire Leader-Telegram
Date: (Publication Date)

Chippewa Valley Regional Airport Project Description
In Support of Airport Aid Petition
October 16, 2020

Construct Hangars

There are approximately \$2.5 million remaining dollars in a CARES Act grant awarded to the Chippewa Valley Regional Airport in 2020. It is our intent to work with the State and the FAA to use those remaining dollars for development of new hangars at the Airport. We have several hangars planned for future development and have submitted all of those planned hangars as part of this petition to allow maximum flexibility to use the CARES funding in the area of the greatest demand. All of the hangars being considered are shown on the current FAA approved ALP and additional need for hangars is referenced in the current Airport Master Plan.

Replace or Install New Taxiway Lighting

Future airport capital improvement plans include replacement of existing taxiway lighting due to age and improved available equipment. This is intended to include any new lighting installations due to new taxiway development or reconfiguring of existing taxiways. This would also include existing and new taxiway signage.

Replace or Install New Runway Lighting

Future airport capital improvement plans include replacement of existing runway lighting due to age and improved available equipment. This is intended to include any new lighting installations due to new runway development or reconfiguring of existing runways. This would also include existing and new runway signage and NAVAIDS.

Rehabilitate Runway, Taxiway and Ramp Pavement

The rehabilitation of the runway, taxiway and ramp pavements should consider all State and FAA approved pavement rehabilitation options to extend the life of the pavement, including but not limited to partial and full panel repairs, joint sealing, crack sealing and pavement markings.

These documents shall not be used for any purpose or project for which it is not intended. Mead & Hunt shall be indemnified by the client and held harmless from all claims, damages, liabilities, losses, and expenses, including attorneys' fees and costs, arising out of such misuse or reuse of the documents. In addition, unauthorized reproduction of these documents, in part or as a whole, is prohibited.

**CHIPPEWA VALLEY REGIONAL AIRPORT
AIRPORT IMPROVEMENT GRAPHIC**

3800 STARR AVENUE
EAU CLAIRE, WI 54703

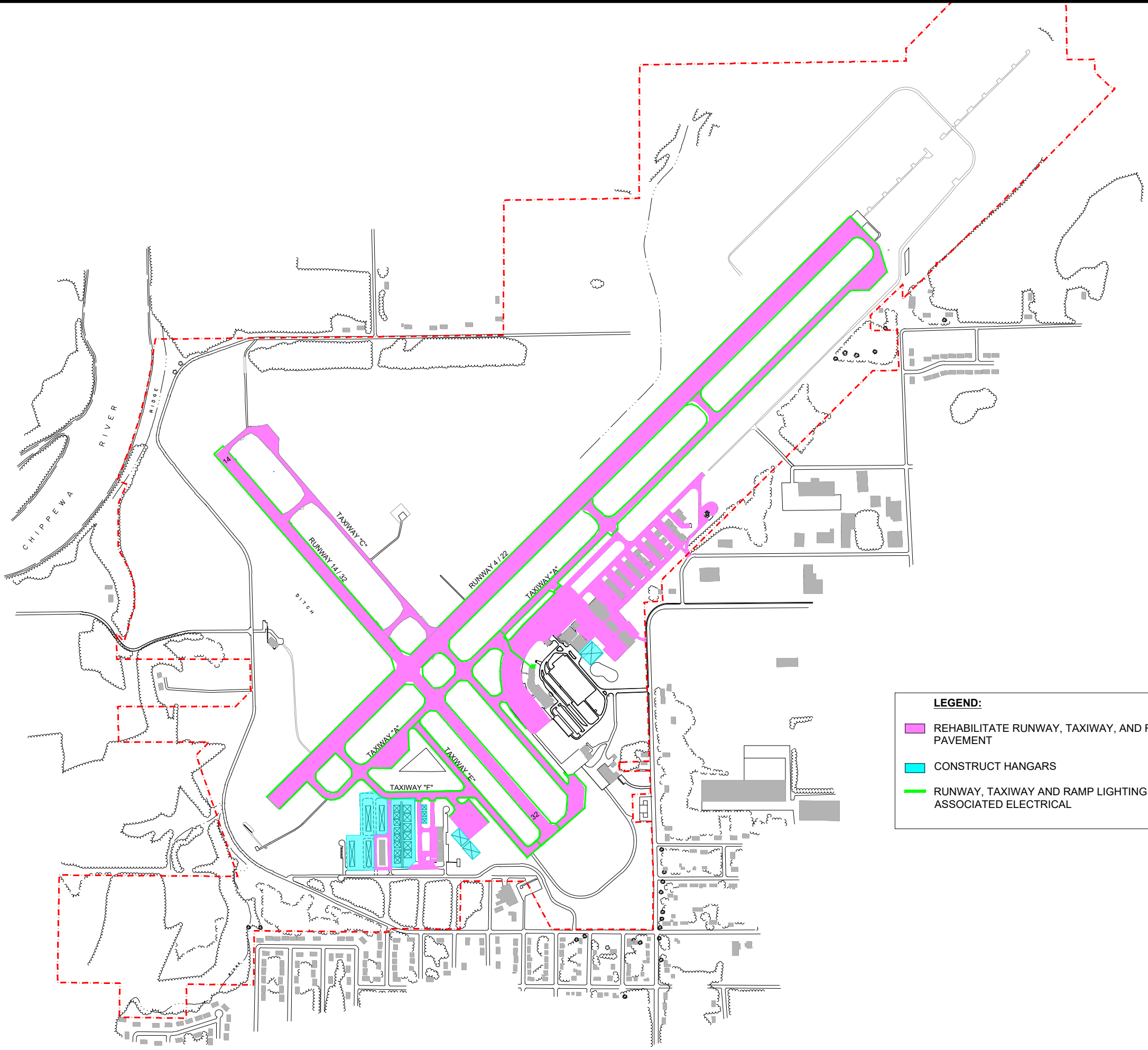
ISSUED

NOT FOR CONSTRUCTION

MSH NO.:
DATE: OCTOBER 2021
DESIGNED BY:
DRAWN BY:
CHECKED BY:
DO NOT SCALE DRAWINGS

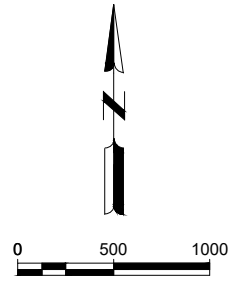
SHEET CONTENTS

SHEET NO.



LEGEND:

- REHABILITATE RUNWAY, TAXIWAY, AND RAMP PAVEMENT
- CONSTRUCT HANGARS
- RUNWAY, TAXIWAY AND RAMP LIGHTING AND ASSOCIATED ELECTRICAL



X:\230819\REF\CP\2021\PETITION\C\RA DIAGRAM FOR PETITION 2021.DWG
10/6/2020 2:24:39 PM

**RESOLUTION PETITIONING
THE SECRETARY OF TRANSPORTATION
FOR AIRPORT IMPROVEMENT AID
BY**

**Chippewa Valley Regional Airport Commission
Eau Claire County, Wisconsin**

WHEREAS, the Chippewa Valley Regional Airport Commission, Eau Claire County, Wisconsin hereinafter referred to as the sponsor, being a municipal body corporate of the State of Wisconsin, is authorized by Wis. Stat. §114.11 (1973), to acquire, establish, construct, own, control, lease, equip, improve, maintain, and operate an airport, and

WHEREAS, the sponsor desires to develop or improve the Chippewa Valley Regional Airport, Eau Claire County, Wisconsin,

"PETITION FOR AIRPORT PROJECT"

WHEREAS, airport users have been consulted in formulation of the improvements included in this resolution, and

WHEREAS, a public hearing was held prior to the adoption of this petition in accordance with Wis. Stat. §114.33(2) (1973) as amended, and a transcript of the hearing is transmitted with this petition, and

THEREFORE, BE IT RESOLVED, by the sponsor that a petition for federal and (or) state aid in the following form is hereby approved:

The petitioner, desiring to sponsor an airport development project with federal and state aid or state aid only, in accordance with the applicable state and federal laws, respectfully represents and states:

1. That the airport, which it is desired to develop, should generally conform to the requirements for a primary commercial type airport as defined by the Federal Aviation Administration.
2. The character, extent, and kind of improvements desired under the project are as follows: Construct hangars; replace or install new taxiway lighting; replace or install new runway lighting; rehabilitate runway, taxiway and ramp pavement; and any necessary related work.
3. That the airport project, which your petitioner desires to sponsor, is necessary for the following reasons: to meet the existing and future needs of the airport.

WHEREAS, it is recognized that the improvements petitioned for as listed will be funded individually or collectively as funds are available, with specific project costs to be approved as work is authorized, the proportionate cost of the airport development projects described above which are to be paid by the sponsor to the Secretary of the Wisconsin Department of Transportation (hereinafter referred to as the Secretary) to be held in trust for the purposes of the project; any unneeded and unspent balance after the project is completed is to be returned to the sponsor by the Secretary; the sponsor will make available any additional monies that may be found necessary, upon request of the Secretary, to complete the project as described above; the Secretary shall have the right to suspend or discontinue the project at any time additional monies are found to be necessary by the Secretary, and the sponsor does not provide the same; in the event the sponsor unilaterally terminates the project, all reasonable federal and state expenditures related to the project shall be paid by the sponsor; and

WHEREAS, the sponsor is required by Wis. Stat. §114.32(5) (1971) to designate the Secretary as its agent to accept, receive, receipt for and disburse any funds granted by the United States under the Federal Airport and Airway Improvement Act, and is authorized by law to designate the Secretary as its agent for other purposes.

AGENCY AGREEMENT

DEPARTMENT OF TRANSPORTATION BUREAU OF AERONAUTICS Madison, Wisconsin

AN AGREEMENT DESIGNATING THE SECRETARY OF TRANSPORTATION AS ITS AGENT

WHEREAS, the Chippewa Valley Regional Airport Commission, Eau Claire County, Wisconsin, hereinafter referred to as the sponsor, desires to sponsor an airport development project to be constructed with federal aid and/or state aid, specifically, the Chippewa Valley Regional Airport project to:

Construct hangars; replace or install new taxiway lighting; replace or install new runway lighting; rehabilitate runway, taxiway and ramp pavement; and any necessary related work.

WHEREAS, the sponsor adopted a resolution on October 16, 2020, a copy of which is attached and the prescribed terms and conditions of which are fully incorporated into this agreement, designating the Secretary as its agent and requesting the Secretary to act as such as set forth in the resolution; and

WHEREAS, upon such request, the Secretary is authorized by law to act as agent for the sponsor until financial closing of this project;

NOW THEREFORE, the sponsor and the Secretary do mutually agree that the Secretary shall act as the sponsor's agent in the matter of the airport development as provided by law and as set forth in the referenced resolution; provided, however, that the Secretary is not required to provide legal services to the sponsor;

IN WITNESS WHEREOF, the authorized representatives of the parties have affixed their signatures and the seal of the parties.

WITNESS:

The Chippewa Valley Regional Airport Commission
Eau Claire, County, Wisconsin
Sponsor

By: _____

(TITLE)

(TITLE)

.....
By: SECRETARY OF TRANSPORTATION

David M. Greene, Director
Bureau of Aeronautics

W:\Airports\Chippewa Valley Regional Airport (EAU)\Petition\10-20EAUres

FACT SHEET

TO FILE NO. 20-21/082

The State of Wisconsin acts as agent for Airports desiring state or federal aid for airport development projects. The Airport Commission passed the necessary resolutions petitioning the Wisconsin Secretary of Transportation for airport improvement aid, but Eau Claire County must affirm the Airport Commission action as the Owner of the airport.

As noted in the petition resolution, improvements petitioned for as listed will be funded individually or collectively as funds are available, with specific project costs to be approved as work is authorized by the Airport.

Fiscal Impact: This is not a commitment to receive a grant so there is no fiscal impact to this resolution.

Respectfully Submitted,

Charity Zich
Airport Director

1 Enrolled No.

2 RESOLUTION

3 File No. 20-21/082

4 RATIFYING AND AFFIRMING THE CHIPPEWA VALLEY REGIONAL AIRPORT
5 COMMISSION PETITION FOR AIRPORT IMPROVEMENT AID DATED OCTOBER 16,
6 2020

7
8 WHEREAS, the Chippewa Valley Regional Airport Commission on October 16, 2020
9 approved a resolution petitioning the Secretary of Transportation for Government Airport
10 Improvement Aid; and

11
12 WHEREAS, the projects being petitioned are necessary to meet the existing and future
13 needs of the airport; and

14
15 WHEREAS, the Chippewa Valley Regional Airport Commission resolution is attached;
16 and

17
18 WHEREAS, the owner of the airport, Eau Claire County through the county board of
19 supervisors is required to ratify and affirm the Petition for Airport Improvement Aid.

20
21
22 NOW, THEREFORE, BE IT RESOLVED by the Eau Claire County Board of
23 Supervisors that it does hereby ratify and affirm the Chippewa Valley Regional Airport
24 Commission Petition for Airport Improvement Aid dated October 16, 2020.

25
26 ADOPTED:

27
28 _____
29 Chippewa Valley Regional Airport Commission Chair

30
31
32 Dated this ____ day of _____, 2020.

33
34
35 CZ