

AGENDA
Chippewa Valley Regional Airport Commission
Friday, July 23, 2021, 7:30 a.m.
Airport Terminal Conference Room

Please note there is a federal mask mandate for the Airport.
Masks will be required for meeting attendees.

1. **Call To Order**
2. **Confirmation of Meeting Notice**
3. **Roll Call - Voice**
4. **Approval of Minutes**
 - a. **June 18, 2021 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**
 - **Airline and General Aviation Surveys**
 - **Airport Community Outreach**
 1. **Discussion/Action**
 - b. **Airport Strategic Plan Update/Review**
 - **Operational Review**
 1. **Discussion/Action**
 - c. **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 Rwy 4/22 and Taxiway A Rehabilitation – FY21
 - AIP 49 – ARFF Building Reconstruct – FY22
 - AIP 50 – Master Plan Update – FY 22
 - AIP 51 Phase II Design and Construct Wildlife Fence and Wildlife Study Recommendations – FY22
 - State Aid 66 Equipment Storage Building Addition Project – FY20
 - K-Row Hangar Construction Project – FY20
 - Airport Parking Equipment Replacement – FY21
 - Corporate Hangar Construction – FY21
1. **Discussion/Action**

8. Previous Business:

- a. **Airport Recognition Program Quarterly Recipient**
 1. **Discussion/Action**
- b. **2022 Operating and Capital Improvement Budget – Amended**
 1. **Discussion/Action**
- c. **Airport Land Lease Guidelines**
 1. **Discussion/Action**

9. New Business:

- a. **Chippewa Valley Airshow Contract**
 1. **Discussion/Action**
- b. **Addendum 2 to Chippewa Valley Regional Airport Rent-A-Car Concession Agreement**
 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, June 18, 2021, 7:30 am
Virtual Meeting via Webex

MEMBERS PRESENT: Commissioners Rick Bowe, Scott Francis, Bill Hilgedick, Peter Hoefft, Chuck Hull, Kevin Stelljes and Barry Wells were present via Webex virtual meeting.

MEMBERS ABSENT: None

OTHERS PRESENT: Amy Michels-Mead & Hunt, Jeff Husby and Shawn Styer-Hawthorne Aviation, Brian Murley-Mayo, Heather DeLuka-Airport Neighborhood Association, Charity Zich-Airport Director and Erin Switzer-Airport Administrative Associate were present via Webex 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 Hoefft, Chuck Hull and Kevin Stelljes were present via Webex virtual meeting. Barry Wells joined the meeting at 7:32 am.
4. **Approval of Minutes:**
 - a. **May 21, 2021 Regular Commission Meeting:**

On a motion by Com. Bowe, seconded by Com. Hoefft, the minutes of the May 21, 2021 meeting were approved as submitted.
(Ayes 6-Nayes 0)
5. **CVRA Finance and Activity Reports:**
 - a. **Expense Vouchers, Credit Card Charges and Financial Report**

On a motion by Com. Francis, seconded by Com. Hull, the expense vouchers were approved as submitted.
(Ayes 6-Nayes 0)
 - b. **Key Indicators:**
 - **Airline Operations**
Airline Enplanements are up for the month and for the year.
 - **Car Rental Operations**
Cars rented are up for the month and for the year.
 - **Tower Operations**
Tower Operations are up for the month and for the year.
 - c. **Hangar Occupancy:**

There are no hangar vacancies. We are at full occupancy with multiple individuals on the t-hangar and box hangar waiting lists.

6. **Public Comment Period:** Neighborhood Association representative Heather Deluka inquired about the timing of the Master Plan update and what items would be included in the update and the Runway 14/32 approach clearing.
7. **Operational Matters:**
 - a. **Airport Operations Report**
 - **CARES Update:** The Airport Director discussed the status for the CARES Grant Reimbursements to date.
 - **Car Rental Agreement:** The Airport Director noted that one of the Rental Car tenants onsite expressed interest in extending their current rental agreement for another year in lieu of doing an RFP for a multi-year agreement. The Commission agreed a one-year extension would be reasonable.
 - **Airport Community Outreach:** The Commission reviewed the Airport Community Outreach opportunities and events.
 - b. **Airport Strategic Plan Update/Review**
 - **2020-2022 Plan Update:** No Update.
 - **Operational Review:** The June operational review covered the Fire Station, Maintenance Shop Facility and Airline PFC's.
 - c. **Project Summary**
 - **AIP 46 Multi-Function Snow Removal Equipment and Markings – FY20:** The Markings are complete.
 - **AIP 47 Phase I fence design, Taxiway A Lighting Design and Construction, ARFF Building Design – FY20:** The Fence Design has documents for review and a phased approach to the ARFF Building Design is being discussed with bids expected in October.
 - **AIP 48 Rwy 4/22 and Taxiway A Rehabilitation – FY21:** Bids were received in May and we are waiting on FAA funding.
 - **AIP 49 and 50 ARFF Building Reconstruct and Master Plan Update – FY21:** The Master Plan update is in the process of scoping with the BOA and FAA. A grant application will be submitted to fund the master plan this year but it may not get funded until next year.
 - **AIP 51 Phase II Design and Construct Wildlife Fence and Wildlife Study Recommendations – FY22:** No update, this portion of the project has not started.
 - **State Aid 66 Equipment Storage Building Addition Project – FY20:** In progress
 - **K-Row Hangar Construction Project – FY20:** Substantially complete with punch list items and roof replacement remaining.
 - **Airport Parking Equipment Replacement – FY21:** The request for proposals is out now and will be reviewed in July.
 - **Corporate Hangar Construction – FY21:** This project is expected to go to bid in August.

8. Previous Business:

- a. **Proposed Closed Session pursuant to Wisconsin Stat. s. 19.85 (1)(e) 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: Request to Extend Hangar I-4 Land Lease**
- b. **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**

On a motion by Com. Francis, seconded by Com. Hoeft, the Commission entered into closed session at 8:44 am and will reconvene at 9:20 am on the following Roll Call Vote – Ayes: Com. Bowe, Francis, Hilgedick, Hoeft, Hull, Stelljes and Wells; Nays: None.

The Commission reconvened in open session at 9:23 am.

Commission Chair Hilgedick reported in open session that the Commission will review the Land Lease Guidelines at the next Commission meeting before considering changes to the Hangar I-4 Land Lease and that the Airport Director performance evaluation was reviewed and affirmed. Com. Bowe and Com. Stelljes left during closed session.

9. New Business:

- a. **Approval to Proceed with Quote from Sign Art for Purchase of Replacement Electronic Message Center:** The Commission discussed the replacement EMC options.
On a motion by Com. Wells, seconded by Com. Francis, the Quote from Sign Art for the Purchase of a Replacement Electronic Message Center was approved as submitted.
(Ayes 7-Nays 0)
- b. **Draft 2022 Airport Operating and Capital Improvement Budget:** The Airport Director explained some details of the proposed Draft 2022 Airport Operating and Capital Improvement Budget and noted a few changes.
On a motion by Com. Francis, seconded by Com. Wells, the Draft 2022 Airport Operating and Capital Improvement Budget was approved with noted corrections.
(Ayes 7-Nays 0)

d. Airport Commission Annual Meeting

The Airport Operating Agreement requires the Airport Commission hold an annual meeting which would include election of officers, approval of the prior year financial statement, and approval of a business plan for the coming year.

On a motion by Com. Francis, seconded by Com. Wells, the 2020 Financial Report was approved as submitted.

(Ayes 5-Nayes 0)

On a motion by Com. Francis, seconded by Com. Hull, Bill Hilgedick was re-elected as Chair, Barry Wells as Vice-Chair and Scott Francis as Secretary.

(Ayes 5-Nayes 0)

10. Discuss Future Agenda Items: Land Lease Guidelines, Car Rental Addendum and Fence Alternatives

11. Set Future Meeting Dates and Times: The next Regular Commission Meetings are planned for July 23rd, August 27th and September 17th. Meetings will return to in-person starting in July.

12. Adjournment:

On a motion by Com. Wells, seconded by Com. Francis, the meeting was adjourned at 9:32 am.

(Ayes 5-Nayes 0)

Respectfully Submitted,

Scott Francis, Secretary

June Vouchers for approval July 23, 2021

Cintas	Uniforms & Towels	53510-298	\$354.23
City of Eau Claire	Airport Water/Sewer Charges - Q2	53510-221	\$11,718.58
<i>City of Eau Claire</i>	<i>ATCT Water/Sewer Charges - Q2</i>	<i>53515-221</i>	<i>\$251.02</i>
Dann's Certified Testing	Terminal Cross Connection Testing	53510-248	\$240.00
<i>Dann's Certified Testing</i>	<i>ATCT Cross Connection Testing</i>	<i>53515-248</i>	<i>\$60.00</i>
JM Janitorial	Janitorial Services, 7/9/21	53510-200	\$81.00
M-B Companies	Battery Charger, AIP 47 MB5 equipment add-on	53510-829	\$675.92
Sherwin Williams	Purchase of Graco Line Lazer 250 Paint Sprayer	53510-810	\$24,500.00
SKIDATA	Parking System Software Support	53510-246	\$82.50
USDA	Wildlife Services	53510-299	\$1,339.00
Webster Fencing, LLC	Fuel Farm gate/fence modifications	53510-246	\$1,650.00
WGI, Inc.	PARCS Procurement Phase, #4 & #5	53510-299	\$7,228.30
Xcel Energy	Terminal Gas/Electric - June	53510-222/224	\$8,740.79
<i>Xcel Energy</i>	<i>ATCT Gas/Electric - June</i>	<i>53515-222/224</i>	<i>\$1,532.65</i>
<i>ITALICIZED items = Tower Expenses</i>		TOTAL	<u>\$58,453.99</u>

June Credit Card Charges

DOUBLETREE HOTELS	ARFF Training	53510-340	\$480.00
ADVANCE MEDIA NEW YORK	May Marketing	53510-327	\$3,775.00
FACEBOOK	Marketing	53510-327	\$59.99
COVANTA ENVIRONMENTAL	Soil Testing	53510-515	\$892.92
AMAZON	Cell phone case	53510-226	\$22.95
DALCO ENTERPRISES	Janitorial	53510-248	\$84.98
STAPLES	Janitorial	53510-248	\$15.00
STAPLES	Office Supplies	53510-310	\$11.98
HANGAR 54 GRILL	Marketing	53510-327	\$25.00
STEEL CITY SUPPLY	Building	53510-248	\$23.07
GOLD CROSS ANSWERING SVC	Telephone	53510-225	\$92.95
STAPLES	Janitorial	53510-248	\$24.29
STAPLES	Office Supplies	53510-310	\$11.48
AMAZON	Office Supplies	53510-310	\$15.99
AMAZON	Grounds	53510-246	\$11.99
DALCO ENTERPRISES	Building	53510-248	\$178.77
EBAY	Office Equipment	53510-813	\$32.99
FARM & FLT CF	Vehicle	53510-241	\$14.99
AMERICAN FENCE CO	Grounds	53510-246	\$10.00
FARM & FLT CF	Vehicle	53510-241	\$7.00
FARM & FLT CF	Grounds	53510-246	\$10.49
CHIPPEWA VALLEY AIRPORT	Training	53510-340	\$10.00
O'REILLY AUTO PARTS 1774	Vehicle	53510-241	\$13.74
TRU LOCK & SECURITY INC	Building	53510-248	\$37.15
VIKING ELECTRIC	Terminal Can Lights	53510-248	\$339.20
1942 DS CED	Lot lights - credit	53510-246	-\$241.00
FARM & FLT CF	Vehicle - credit	53510-241	-\$17.49
FARM & FLT CF	Grounds	53510-246	\$2.98
FARRELL EQUIPMENT	Grounds	53510-246	\$249.95
MENARDS EAU CLAIRE WEST	Building	53510-248	\$149.99
BLUEGLOBES LLC	Airfield Bulbs	53510-515	\$1,019.04
		TOTAL	<u>\$7,365.39</u>

Chippewa Valley Regional Airport

2021 BUDGET COMPARISON Estimated June 30, 2021

#	Item	12 Month Budget 2021	Budget YTD Allocated	Actual as of 6/30/21 (50%)	Variance YTD	Balance Remaining For Year
Income			50.00%			
41110	Contrib From Eau Claire Cty	\$403,020	\$201,510	\$201,510	\$0.00	\$201,510.00
43790	Contrib From Chippewa Cty	\$131,574	\$65,787	\$65,136	(\$651.50)	\$66,438.50
Sub-Total Tax Revenue		\$534,594	\$267,297.00	\$266,645.50	(\$651.50)	\$267,948.50
46341	Air Terminal	\$156,631	\$78,316	\$83,988	\$5,672.80	\$72,642.70
46342	FBO	\$127,522	\$63,761	\$60,886	(\$2,874.98)	\$66,635.98
46343	Airfield	\$134,917	\$67,459	\$63,333	(\$4,125.58)	\$71,584.08
46344	Hangars	\$227,184	\$113,592	\$147,938	\$34,345.67	\$79,246.33
46345	Parking	\$100,000	\$50,000	\$53,258	\$3,258.40	\$46,741.60
46346	Rental Cars	\$85,000	\$42,500	\$71,574	\$29,074.19	\$13,425.81
46349	Ground Handling	\$0	\$0	\$8,000	\$8,000.00	(\$8,000.00)
48902	Vehicle Fuel Reimbursement	\$15,000	\$7,500	\$10,511	\$3,010.50	\$4,489.50
48903	Equipment Rental	\$0	\$0	\$500	\$500.00	(\$500.00)
Sub-Total Operating Revenue		\$846,254	\$423,127	\$499,988	\$76,861.01	\$346,266
Sub-Total Taxes and Operating Rev.		\$1,380,848.00	\$690,424.00	\$766,633.51	\$76,209.50	\$614,214.50
48691	Other Revenue	\$5,000	\$2,500	\$444	(\$2,056.00)	\$4,556.00
48900	Insurance Refunds	\$0	\$0	\$0	\$0.00	\$0.00
48901	PFC	\$43,900	\$21,950	\$30,097	\$8,146.81	\$13,803.19
43690-91	Airport Grants	\$3,718,213	\$1,859,107	\$533,277	(\$1,325,829.83)	\$3,184,936.33
49210	Transfer Fr. Gen'l Fund	\$0	\$0	\$0	\$0.00	\$0.00
49300	Airport Fund Balance Applied	-\$434,427	-\$217,214	\$0	\$217,213.50	(\$434,427.00)
Sub-Total Other Revenue		\$3,332,686	\$1,666,343.00	\$563,817.48	(\$1,102,525.52)	\$2,768,868.52
TOTAL INCOME		\$4,713,534	\$2,356,767.00	\$1,330,450.99	(\$1,026,316.02)	\$3,383,083.02
Expenses						
53510-111	Salary Perm-Regular	\$373,746	\$186,873	\$176,219.12	(\$10,653.88)	\$197,526.88
-112	Salary Perm-OT	\$12,000	\$6,000	\$4,911.06	(\$1,088.94)	\$7,088.94

#	Item	12 Month Budget 2021	Budget YTD Allocated	Actual as of 6/30/21 (50%)	Variance YTD	Balance Remaining For Year
-114	Salary-On Call Pay	\$5,200	\$2,600	\$2,600.00	\$0.00	\$2,600.00
-121	Salary Temp Regular	\$7,000	\$3,500	\$4,278.01	\$0.00	\$2,721.99
-130	Employee Benefits	\$4,200	\$2,100	\$2,450.00	\$350.00	\$1,750.00
-136	PTO-ELB-Lump Sum Payout	\$0	\$0	\$0.00	\$0.00	\$0.00
-141	Board & Comm Per Diem	\$4,080	\$2,040	\$2,550.00	\$510.00	\$1,530.00
-142	Cnty Brd & Comm Mile	\$900	\$450	\$0.00	(\$450.00)	\$900.00
-150	Health Ins Incentive	\$0	\$0	\$0.00	\$0.00	\$0.00
-151	Social Security	\$30,141	\$15,071	\$13,176.44	(\$1,894.06)	\$16,964.56
-152	Retirement Emplr Share	\$24,186	\$12,093	\$10,926.47	(\$1,166.53)	\$13,259.53
-153	HSA Contribution	\$3,500	\$1,750	\$2,625.00	\$875.00	\$875.00
-154	Hos & Health Ins	\$85,720	\$42,860	\$50,182.86	\$7,323.00	\$35,536.86
-155	Life Insurance	\$87	\$44	\$78.87	\$35.37	\$8.13
-158	Unemployment Comp	\$0	\$0	\$0.00	\$0.00	\$0.00
-200	Contract Svcs	\$39,500	\$19,750	\$288.00	(\$19,462.00)	\$39,212.00
-212	Attorney Fees	\$6,000	\$3,000	\$481.00	(\$2,519.00)	\$5,519.00
-213	Accounting & Audit	\$5,100	\$2,550	\$0.00	(\$2,550.00)	\$5,100.00
-221	Water & Sewer	\$54,636	\$27,318	\$25,699.80	(\$1,618.20)	\$28,936.20
-222	Electric	\$99,940	\$49,970	\$46,523.30	(\$3,446.70)	\$53,416.70
-224	Gas & Fuel Oil	\$37,600	\$18,800	\$19,727.94	\$927.94	\$17,872.06
-225	Telephone	\$4,000	\$2,000	\$1,419.17	(\$580.83)	\$2,580.83
-226	Cellular Phone	\$1,380	\$690	\$891.26	\$201.26	\$488.74
-227	Dataline/Internet	\$500	\$250	\$0.00	(\$250.00)	\$500.00
-241	Motor Vehicle Maint	\$14,000	\$7,000	\$3,140.58	(\$3,859.42)	\$10,859.42
-246	Grounds Maint	\$100,000	\$50,000	\$25,134.49	(\$24,865.51)	\$74,865.51
-248	Building Maint	\$29,000	\$14,500	\$15,011.45	\$511.45	\$13,988.55
-249	Service on Machines	\$500	\$250	\$0.00	(\$250.00)	\$500.00
-297	Refuse Collection	\$1,600	\$800	\$1,319.76	\$519.76	\$280.24
-298	Laundry Services	\$3,500	\$1,750	\$1,904.54	\$154.54	\$1,595.46
-299	Sundry Contract Services	\$45,000	\$22,500	\$27,084.91	\$0.00	\$0.00
-310	Office Supplies	\$600	\$300	\$80.01	(\$219.99)	\$519.99
-311	Postage and Box Rent	\$600	\$300	\$616.69	\$316.69	(\$16.69)
-313	Printing & Dup	\$750	\$375	\$209.14	(\$165.86)	\$540.86
-320	Ref Materials	\$500	\$250	\$0.00	(\$250.00)	\$500.00
-321	Publish Legal Notices	\$100	\$50	\$0.00	(\$50.00)	\$100.00
-324	Membership Dues	\$4,000	\$2,000	\$2,962.00	\$962.00	\$1,038.00

#	Item	12 Month Budget 2021	Budget YTD Allocated	Actual as of 6/30/21 (50%)	Variance YTD	Balance Remaining For Year
-327	Marketing	\$55,000	\$27,500	\$13,796.99	(\$13,703.01)	\$41,203.01
-328	Airline Recruitment	\$10,000	\$5,000	\$500.00	(\$4,500.00)	\$9,500.00
-340	Travel-Train, Conf & Misc.	\$15,000	\$7,500	\$2,999.71	(\$4,500.29)	\$12,000.29
-366	Fire fight supplies	\$4,500	\$2,250	\$355.00	(\$1,895.00)	\$4,145.00
-377	Vehicle Fuel	\$35,000	\$17,500	\$23,909.71	\$6,409.71	\$11,090.29
-510	Insurance	\$64,474	\$32,237	\$42,977.30	\$10,740.30	\$21,496.70
-515	Insurance Claims	\$0	\$0	\$892.92	\$892.92	(\$892.92)
-615	Special Assessment	\$0	\$0	\$0.00	\$0.00	\$0.00
-813	Office Equipment	\$2,000	\$1,000	\$975.55	(\$24.45)	\$1,024.45
Sub-Total Operating Expense		\$1,185,539.72	\$592,769.86	\$528,899.05	(\$63,870.81)	\$656,640.67
53510-121	Sal Temp-Ground Handling	\$0	\$0	\$137.17	\$137.17	(\$137.17)
-122	Aircraft Handling OT	\$0	\$0	\$1,079.50	\$1,079.50	(\$1,079.50)
-151	Ground Handling FICA	\$0	\$0	\$93.06	\$93.06	(\$93.06)
-366	Ground Handling Supplies	\$0	\$0	\$14.00	\$14.00	(\$14.00)
Sub-Total Ground Handling Expense		\$0	\$0.00	\$1,323.73	\$1,323.73	(\$1,323.73)
53515-221	ATCT Water-Sewer-Strmwtr	\$1,061	\$531	\$494.64	(\$35.86)	\$566.36
-222	ATCT Electricity	\$16,000	\$8,000	\$7,628.64	(\$371.36)	\$8,371.36
-224	ATCT Gas & Fuel Oil	\$4,000	\$2,000	\$1,602.60	(\$397.40)	\$2,397.40
-225	ATCT Telephone	\$1,500	\$750	\$480.00	(\$270.00)	\$1,020.00
-248	ATCT Building Maintenance	\$15,000	\$7,500	\$4,409.45	(\$3,090.55)	\$10,590.55
Sub-Total Tower Expense		\$37,561	\$18,780.50	\$14,615.33	(\$4,165.17)	\$22,945.67
53610-810	Capital Equipment	\$60,000	\$30,000	\$24,500.00	(\$5,500.00)	\$35,500.00
-820	Capital Improvement	\$3,167,000	\$1,583,500	\$150,092.30	(\$1,433,407.70)	\$3,016,907.70
-829	Other Capital Improvement	\$263,433	\$131,717	\$43,084.34	(\$88,632.16)	\$220,348.66
58102-613	Principal/Trust Fund	\$0	\$0	\$0.00	\$0.00	\$0.00
58202-613	Interest/Trust Fund	\$0	\$0	\$0.00	\$0.00	\$0.00
Sub-Total Capital Expense		\$3,490,433	\$1,745,216.50	\$217,676.64	(\$1,527,539.86)	\$3,272,756.36
TOTAL EXPENSE		\$4,713,534	\$2,356,766.86	\$762,514.75	(\$1,595,575.84)	\$3,952,342.70
NET OPERATING INCOME		\$0	\$0	\$567,936.24		(\$569,259.69)

#	Item	12 Month Budget 2021	Budget YTD Allocated	Actual as of 6/30/21 (50%)	Variance YTD	Balance Remaining For Year
	<u>Cash Balance</u>					
	Per 2018 Audit Report	\$975,882				
	Per 2019 Audit Report	1,362,194				
	2020 Estimate	1,784,879				

Chippewa Valley Regional Airport
Traffic Statistics
 June 2021

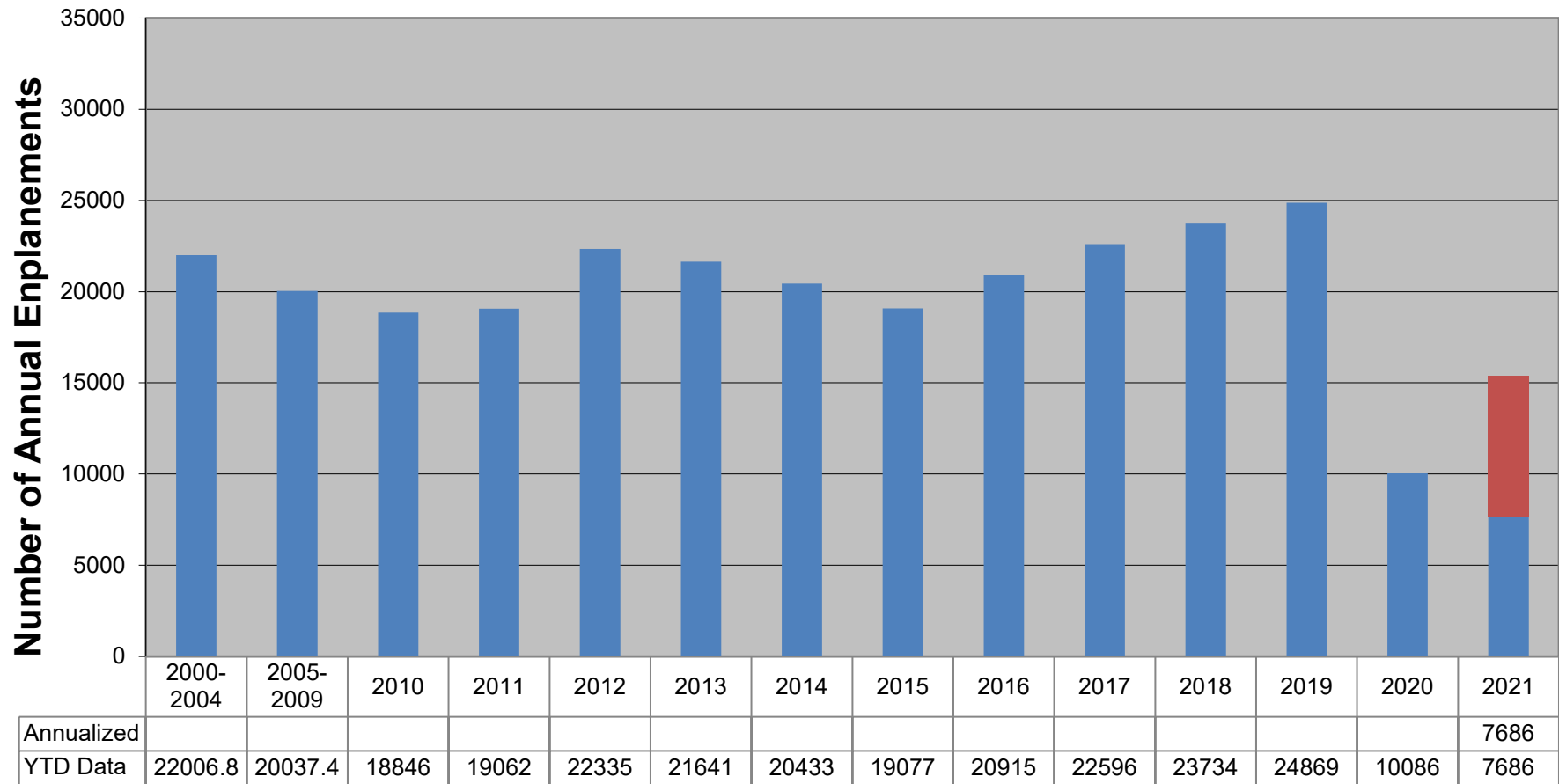
Agenda Item 5b

AIRLINE PASSENGERS	Month			21/20 % Diff.	21/19 % Diff.	Year to date			21/20 % Diff.	21/19 % Diff.
	2021	2020	2019			2021	2020	2019		
UNITED Enplaned	1809	365	1988	396%	-9%	7482	4996	10555	50%	-29%
CHARTERS Enplaned						<u>147</u>	<u>679</u>	<u>1116</u>	-78%	-87%
Total Enplaned						7629	5675	11671	34%	-35%
UNITED Deplaned	1951	424	2058	360%	-5%	7533	5162	10265	46%	-27%
CHARTERS Deplaned						<u>147</u>	<u>679</u>	<u>1116</u>	-78%	-87%
Total Deplaned						7680	5841	11381	31%	-33%
Total Enplaned/Deplaned	3760	789	4046	377%	-7%	15309	11516	23052	33%	-34%
UA Departure Load Factor	61%	25%	67%			42%	34%	62%		
UA Arrival Load Factor	65%	28%	67%			43%	32%	61%		
UNITED PERFORMANCE	2021	2020	2019			2021	2020	2019		
Scheduled Flights/Landings	60	33	62	82%	-3%	362	313	362	16%	0%
Canceled Flights										
Xnld for Wx	1	0	0			12	6	24		
Xnld for Mx	0	0	0			0	0	3		
Xnld Other	<u>0</u>	<u>0</u>	<u>0</u>			<u>1</u>	<u>12</u>	<u>0</u>		
Total	1	0	0	#DIV/0!	#DIV/0!	13	18	27	-28%	-52%
Total Landings	59	33	62	79%	-5%	349	295	335	18%	4%
	2021	2020	2019			2021	2020	2019		
<u>EAU Arrival</u>										
Completion Factor	98%	100%	100%			96%	94%	92%		
OnTime %	75%	83%	49%			82%	82%	63%		
<u>EAU Departure</u>										
Completion Factor	98%	100%	98%			97%	94%	93%		
OnTime %	83%	90%	72%			85%	83%	74%		
<u>ORD Arrival</u>										
Completion Factor	98%	100%	98%			97%	94%	93%		
OnTime %	85%	90%	65%			84%	83%	72%		

All on time arrivals/departures follow DOT methodology.

United		Landline	
		Leg O&D	Month
May 2021		EAU-MSP	June
Enplaned	1504	MSP-EAU	June
Deplaned	<u>1547</u>		TOTAL
TOTAL	3051		38

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 *	\$933	\$864	\$514	\$816	\$914	\$554	\$946	\$1,239	\$619
MCO - Orlando *	\$584	\$735	\$277	\$497	\$571	\$247	\$462	\$672	\$337
PHX - Phoenix *	<u>\$332</u>	\$343	\$260	\$482	\$346	\$317	\$482	\$475	\$337
	7/23-7/25			7/30-8/1			8/6-8/8		
ORD - Chicago **	\$574	\$212	\$207	\$464	\$197	\$176	\$408	\$197	\$176
DEN - Denver **	\$817	\$407	\$216	\$690	\$383	\$257	\$554	\$313	\$297
LAS - Las Vegas **	\$456	\$570	\$281	\$415	\$441	\$281	\$412	\$351	\$277
EWR - Newark **	<u>\$522</u>	\$665	\$603	<u>\$494</u>	\$1,197	\$567	<u>\$445</u>	\$646	\$535
IAD - Washington Dulles **	\$579	\$450	\$455	\$505	\$389	\$345	\$482	\$432	\$321
	7/20-7/22			7/27-7/29			8/3-8/5		

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

7/13/21

Number of Cars Rented

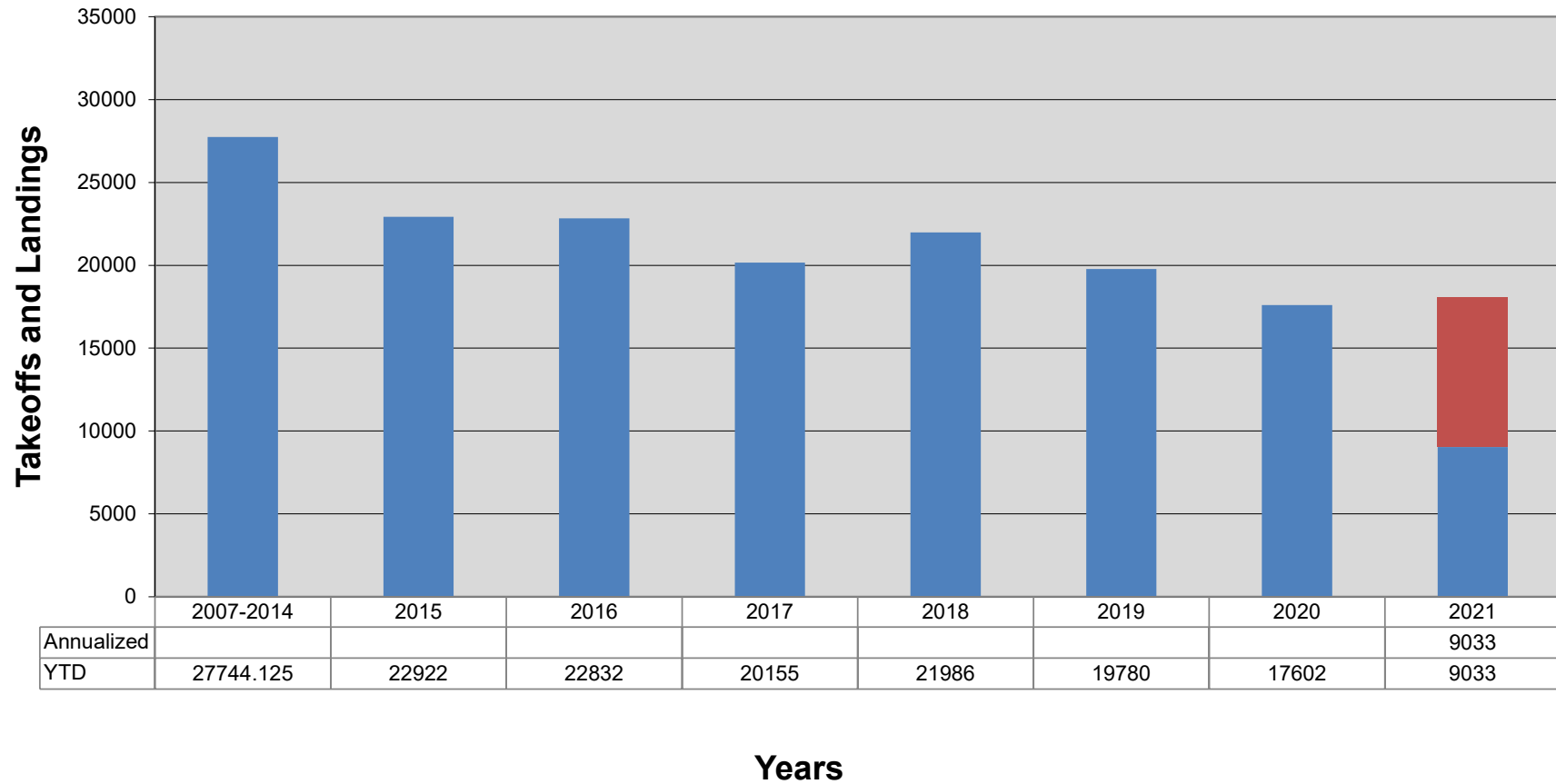
	<u>2021</u>	<u>2020</u>	<u>2019</u>	21/20 % Diff.	21/19 % Diff.
January	276	515	345	-46%	-20%
February	231	472	361	-51%	-36%
March	369	360	433	2%	-15%
April	408	113	455	261%	-10%
May	438	141	533	211%	-18%
June	421	228	622	85%	-32%
July		288	690	-100%	-100%
August		302	703	-100%	-100%
September		328	617	-100%	-100%
October		321	553	-100%	-100%
November		264	509	-100%	-100%
December		286	518	-100%	-100%
YTD	2143	1829	2749	17%	-22%

Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 June 2021

		Month		% Diff.	Year to date		% Diff.
		2021	2020		2021	2020	
Itinerant	Air Carrier	2	0	#DIV/0!	10	14	-29%
	Commuter/ Air Taxi	205	185	11%	1213	1115	9%
	GA	1187	763	56%	5783	4515	28%
Local	Military	58	27	115%	241	151	60%
	GA	362	384	-6%	1730	1644	5%
	Military	<u>14</u>	<u>2</u>	600%	<u>56</u>	<u>8</u>	600%
TOTAL		1828	1361	34%	9033	7447	21%

Chippewa Valley Regional Airport Annual Air Traffic Control Tower Operations



Q1 When traveling through EAU, how would you rate your satisfaction with the following?

Answered: 12 Skipped: 0

	EXTREMELY SATISFIED	SATISFIED	NEUTRAL	DISSATISFIED	EXTREMELY DISSATISFIED	N/A	TOTAL	WEIGHTED AVERAGE
Ticket Pricing	25.00% 3	33.33% 4	25.00% 3	16.67% 2	0.00% 0	0.00% 0	12	2.33
Local Airline Check-In Process	75.00% 9	25.00% 3	0.00% 0	0.00% 0	0.00% 0	0.00% 0	12	1.25
Local Airline Customer Service	83.33% 10	16.67% 2	0.00% 0	0.00% 0	0.00% 0	0.00% 0	12	1.17
Local Airline Reliability	33.33% 4	25.00% 3	33.33% 4	0.00% 0	0.00% 0	8.33% 1	12	2.00
Luggage Pick-Up	50.00% 6	25.00% 3	8.33% 1	0.00% 0	0.00% 0	16.67% 2	12	1.50
Overall Local Airline Experience	58.33% 7	33.33% 4	0.00% 0	0.00% 0	0.00% 0	8.33% 1	12	1.36
Terminal Facility	75.00% 9	16.67% 2	8.33% 1	0.00% 0	0.00% 0	0.00% 0	12	1.33
Terminal Signage	66.67% 8	16.67% 2	8.33% 1	0.00% 0	0.00% 0	8.33% 1	12	1.36
Terminal Restrooms	66.67% 8	8.33% 1	16.67% 2	0.00% 0	0.00% 0	8.33% 1	12	1.45
Parking Signage & Convenience	58.33% 7	16.67% 2	8.33% 1	0.00% 0	0.00% 0	16.67% 2	12	1.40
Parking Affordability	66.67% 8	25.00% 3	0.00% 0	0.00% 0	0.00% 0	8.33% 1	12	1.27
Restaurant Customer Service	33.33% 4	0.00% 0	25.00% 3	0.00% 0	0.00% 0	41.67% 5	12	1.86
Overall Airport Experience	75.00% 9	25.00% 3	0.00% 0	0.00% 0	0.00% 0	0.00% 0	12	1.25

#	COMMENTS:	DATE
1	A great, clean airport with a fantastic restaurant. It'd be great if you brought back the coffee by the check in counters! My only other critique would be to keep the TSA check point open until the aircraft has pushed back. A couple times I've arrived at the airport and TSA has already put the gate down. They are always friendly and lift the gate back up but it's a bit awkward.	2/8/2021 9:39 AM

2021 Air Passenger Survey

Q2 What is the reason for your travel today?

Answered: 12 Skipped: 0

ANSWER CHOICES		RESPONSES
Vacation		58.33% 7
Business		25.00% 3
School		0.00% 0
Military/Government		0.00% 0
Other (please specify)		16.67% 2
TOTAL		12

#	OTHER (PLEASE SPECIFY)	DATE
1	Family	5/25/2021 1:51 PM
2	Going home	4/13/2021 1:27 PM

Q3 When you travel, how often do you use the Chippewa Valley Regional Airport?

Answered: 12 Skipped: 0

ANSWER CHOICES		RESPONSES
Always		8.33% 1
Usually		25.00% 3
Sometimes		66.67% 8
Rarely		0.00% 0
Never		0.00% 0
Other (please specify)		0.00% 0
TOTAL		12

#	OTHER (PLEASE SPECIFY)	DATE
	There are no responses.	

Q4 When traveling through an airport other than the Chippewa Valley Regional Airport in the last 12 months, what airline did you most commonly use?

Answered: 12 Skipped: 0

ANSWER CHOICES	RESPONSES	
Delta Air Lines	8.33%	1
United Airlines	75.00%	9
Southwest Airlines	0.00%	0
Sun Country Airlines	0.00%	0
Other (please specify)	16.67%	2
TOTAL		12

#	OTHER (PLEASE SPECIFY)	DATE
1	Did not fly from another airport	6/8/2021 10:16 AM
2	spirit	3/3/2021 10:50 AM

Q5 When you choose to fly from another airport, what is the top reason?

Answered: 12 Skipped: 0

ANSWER CHOICES	RESPONSES	
Airline Loyalty Program	8.33%	1
Price	58.33%	7
Reliability	8.33%	1
Schedule	25.00%	3
Other (please specify)	0.00%	0
TOTAL		12

#	OTHER (PLEASE SPECIFY)	DATE
	There are no responses.	

2021 Air Passenger Survey

Q6 If cost is a primary reason for flying out of another airport, what price range below is the most you would be willing to pay over the lowest ticket price from another airport to fly out of the Chippewa Valley Regional Airport (round trip) rather than an alternate airport?

Answered: 12 Skipped: 0

ANSWER CHOICES	RESPONSES	
\$0	0.00%	0
\$50	25.00%	3
\$100	41.67%	5
\$150 or More	8.33%	1
N/A	25.00%	3
TOTAL		12

Q7 Do you have any recommendations on how we can provide better service on your next visit to the Chippewa Valley Regional Airport?

Answered: 2 Skipped: 10

#	RESPONSES	DATE
1	All is fine	4/13/2021 1:29 PM
2	See previous TSA comment.	2/8/2021 9:43 AM

Q1 Do you hangar your aircraft at CVRA?

Answered: 39 Skipped: 0

ANSWER CHOICES	RESPONSES	
Yes	79.49%	31
No	20.51%	8
TOTAL		39

Q2 How would you rate your satisfaction with the following Airport services available at the Chippewa Valley Regional Airport?

(Hangar Tenants)

Answered: 29 Skipped: 10

	EXTREMELY SATISFIED	SATISFIED	NEUTRAL	DISSATISFIED	EXTREMELY DISSATISFIED	N/A	TOTAL	WEIGHTED AVERAGE
Availability of Fueling	27.59% 8	58.62% 17	10.34% 3	3.45% 1	0.00% 0	0.00% 0	29	1.90
Fuel Prices	3.45% 1	34.48% 10	27.59% 8	20.69% 6	13.79% 4	0.00% 0	29	3.07
Quality of Aircraft Maintenance	27.59% 8	37.93% 11	20.69% 6	3.45% 1	0.00% 0	10.34% 3	29	2.00
Aircraft Maintenance Rates	3.45% 1	48.28% 14	27.59% 8	3.45% 1	0.00% 0	17.24% 5	29	2.38
FBO Facilities	48.28% 14	48.28% 14	3.45% 1	0.00% 0	0.00% 0	0.00% 0	29	1.55
FBO Customer Service	62.07% 18	34.48% 10	3.45% 1	0.00% 0	0.00% 0	0.00% 0	29	1.41
Quality of Flight Instruction	24.14% 7	37.93% 11	13.79% 4	0.00% 0	0.00% 0	24.14% 7	29	1.86
Flight Instructor Rates	10.34% 3	37.93% 11	24.14% 7	0.00% 0	0.00% 0	27.59% 8	29	2.19
Airfield Maintenance	24.14% 7	55.17% 16	10.34% 3	6.90% 2	0.00% 0	3.45% 1	29	2.00
Airport Snow Removal	6.90% 2	55.17% 16	24.14% 7	13.79% 4	0.00% 0	0.00% 0	29	2.45
Air Traffic Control Tower	20.69% 6	75.86% 22	0.00% 0	0.00% 0	3.45% 1	0.00% 0	29	1.90
T-Hangar Rental Rates	3.45% 1	31.03% 9	27.59% 8	10.34% 3	0.00% 0	27.59% 8	29	2.62
T-Hangar Quality	10.34% 3	27.59% 8	20.69% 6	10.34% 3	6.90% 2	24.14% 7	29	2.68
T-Hangar Value for the Money	3.45% 1	27.59% 8	31.03% 9	10.34% 3	0.00% 0	27.59% 8	29	2.67
Box Hangar Rental Rates	3.45% 1	10.34% 3	13.79% 4	3.45% 1	0.00% 0	68.97% 20	29	2.56
Box Hangar Quality	3.45% 1	17.24% 5	6.90% 2	3.45% 1	0.00% 0	68.97% 20	29	2.33
Box Hangar Value for the Money	3.45% 1	6.90% 2	17.24% 5	0.00% 0	3.45% 1	68.97% 20	29	2.78
Airport Communication with Tenants	27.59% 8	62.07% 18	3.45% 1	0.00% 0	3.45% 1	3.45% 1	29	1.86
Overall Airport Experience	20.69% 6	65.52% 19	10.34% 3	3.45% 1	0.00% 0	0.00% 0	29	1.97

2021 General/Corporate Aviation Survey

Q3 How would you rate your satisfaction with the following Airport services available at the Chippewa Valley Regional Airport? (Non-Hangar Tenants)

Answered: 5 Skipped: 34

	EXTREMELY SATISFIED	SATISFIED	NEUTRAL	DISSATISFIED	EXTREMELY DISSATISFIED	N/A	TOTAL	WEIGHTED AVERAGE
Availability of Fueling	40.00% 2	20.00% 1	0.00% 0	20.00% 1	0.00% 0	20.00% 1	5	2.00
Fuel Prices	0.00% 0	20.00% 1	0.00% 0	60.00% 3	0.00% 0	20.00% 1	5	3.50
Quality of Aircraft Maintenance	20.00% 1	40.00% 2	0.00% 0	0.00% 0	0.00% 0	40.00% 2	5	1.67
Aircraft Maintenance Rates	0.00% 0	60.00% 3	0.00% 0	0.00% 0	0.00% 0	40.00% 2	5	2.00
FBO Facilities	80.00% 4	20.00% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0	5	1.20
FBO Customer Service	80.00% 4	20.00% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0	5	1.20
Airfield Maintenance	60.00% 3	20.00% 1	0.00% 0	0.00% 0	0.00% 0	20.00% 1	5	1.25
Airport Snow Removal	60.00% 3	20.00% 1	0.00% 0	0.00% 0	0.00% 0	20.00% 1	5	1.25
Air Traffic Control Tower	40.00% 2	40.00% 2	20.00% 1	0.00% 0	0.00% 0	0.00% 0	5	1.80
Overall Airport Experience	20.00% 1	80.00% 4	0.00% 0	0.00% 0	0.00% 0	0.00% 0	5	1.80

Q4 If you do not hangar your aircraft at CVRA, what is the primary reason?

Answered: 5 Skipped: 34

ANSWER CHOICES	RESPONSES	
Box hangar availability	0.00%	0
T-hangar availability	0.00%	0
Hangar price	20.00%	1
N/A	0.00%	0
Other (please specify)	80.00%	4
TOTAL		5

#	OTHER (PLEASE SPECIFY)	DATE
1	Location to far from home	6/28/2021 3:52 PM
2	airport manager not GA friendly	6/28/2021 1:08 PM
3	Own a hangar at KLUM	6/28/2021 12:20 PM
4	Based elsewhere	6/28/2021 11:22 AM

2021 General/Corporate Aviation Survey

Q5 If a propeller repair service was available at the Chippewa Valley Regional Airport, would you use it?

Answered: 30 Skipped: 9

ANSWER CHOICES	RESPONSES	
Yes (if yes, please indicate how many times per year below)	70.00%	21
No	30.00%	9
TOTAL		30

#	IF YES, HOW MANY TIMES PER YEAR?	DATE
1	as needed	7/5/2021 6:01 PM
2	Every 3 years	7/1/2021 5:34 PM
3	depends on needs and costs	6/30/2021 9:04 AM
4	bad question, no one should need this more than once every few years.	6/29/2021 11:30 AM
5	1	6/29/2021 9:34 AM
6	Unknown	6/29/2021 6:05 AM
7	0-1	6/28/2021 9:04 PM
8	once every 5 years	6/28/2021 5:05 PM
9	.3	6/28/2021 3:53 PM
10	varies on need	6/28/2021 12:40 PM
11	Only when needed.	6/28/2021 12:39 PM
12	Once or twice	6/28/2021 12:31 PM
13	<1	6/28/2021 12:21 PM
14	0-1	6/28/2021 11:23 AM
15	as required	6/28/2021 10:58 AM
16	as needed	6/28/2021 10:53 AM
17	only for overhaul or unanticipated repair	6/28/2021 10:48 AM
18	1	6/28/2021 10:43 AM
19	Once every 10 years	1/29/2021 2:20 PM

2021 General/Corporate Aviation Survey

Q6 If an engine repair service was available at the Chippewa Valley Regional Airport, would you use it?

Answered: 29 Skipped: 10

ANSWER CHOICES	RESPONSES	
Yes (if yes, please answer how many times per year below)	65.52%	19
No	34.48%	10
TOTAL		29

#	IF YES, HOW MANY TIMES PER YEAR?	DATE
1	as needed	7/5/2021 6:01 PM
2	1	7/1/2021 5:34 PM
3	question is too vague...I have used them, but spendy	6/30/2021 9:04 AM
4	bad question, no one should need this more than once every few years.	6/29/2021 11:30 AM
5	1	6/29/2021 9:34 AM
6	1	6/29/2021 8:44 AM
7	As needed	6/29/2021 6:05 AM
8	0-1	6/28/2021 9:04 PM
9	once every 2500 hour	6/28/2021 5:05 PM
10	1	6/28/2021 3:53 PM
11	I don't know.	6/28/2021 3:42 PM
12	varies on need	6/28/2021 12:40 PM
13	Depending on qualifications and cost.	6/28/2021 12:39 PM
14	Once	6/28/2021 12:31 PM
15	0-1	6/28/2021 11:23 AM
16	as required	6/28/2021 10:58 AM
17	as needed	6/28/2021 10:53 AM
18	as needed	6/28/2021 10:48 AM
19	1	6/28/2021 10:43 AM
20	Once every 10 years	1/29/2021 2:20 PM

2021 General/Corporate Aviation Survey

Q7 If an avionics repair service was available at the Chippewa Valley Regional Airport, would you use it?

Answered: 30 Skipped: 9

ANSWER CHOICES	RESPONSES	
Yes (if yes, please answer how many times per year below)	73.33%	22
No	26.67%	8
TOTAL		30

#	IF YES, HOW MANY TIMES PER YEAR?	DATE
1	as needed	7/5/2021 6:01 PM
2	2	7/1/2021 5:34 PM
3	are you speaking about a specific avionics shop?	6/30/2021 9:04 AM
4	1-2	6/29/2021 11:30 AM
5	1	6/29/2021 9:34 AM
6	As needed	6/29/2021 6:05 AM
7	1	6/28/2021 9:04 PM
8	every annual	6/28/2021 5:05 PM
9	2	6/28/2021 3:53 PM
10	1	6/28/2021 3:42 PM
11	as required	6/28/2021 12:40 PM
12	Depending on qualifications and cost.	6/28/2021 12:39 PM
13	2 or 3	6/28/2021 12:31 PM
14	Maybe a couple times	6/28/2021 11:17 AM
15	1	6/28/2021 10:58 AM
16	as needed	6/28/2021 10:53 AM
17	as needed and for upgrade	6/28/2021 10:48 AM
18	1	6/28/2021 10:43 AM
19	Once per year	1/29/2021 2:20 PM

2021 General/Corporate Aviation Survey

Q8 Are there any other aviation related services you would like to see at the Chippewa Valley Regional Airport? Please indicate the service and how many times per year you would use it.

Answered: 12 Skipped: 27

#	RESPONSES	DATE
1	Self-service fuel. Would use it multiple times per year.	7/6/2021 9:23 AM
2	grass runways adjacent to paved. Use it several times a week.	6/29/2021 11:30 AM
3	?	6/28/2021 9:04 PM
4	water at hanger to wash plane and hands plus gas to heat hanger	6/28/2021 5:05 PM
5	Greater availability and diversity of flight instruction options (i.e. more numbers and types of aircraft available, more types of instruction provided (i.e. tailwheel, aerobatics, CFI training, gliders, etc.) Would use as often as budget would allow.	6/28/2021 12:40 PM
6	More flight instruction	6/28/2021 12:31 PM
7	A second FBO would help everyone with competitive pricing and an alternative for aircraft maintenance	6/28/2021 11:50 AM
8	WIFI for remote engine heater	6/28/2021 11:44 AM
9	Airplane painting/detailing/interior. I would use it now if prices were in line with the market.	6/28/2021 10:53 AM
10	Less expensive self serve gas would be nice	6/28/2021 10:48 AM
11	We have a lot of aircraft that could greatly benefit from UL 94 AV GAS. Cumberland has it and I fly over there to get it because it is way better for small airplanes like 172's and such. I AM BEGGING THAT WE GET THIS FUEL!!!!!! UL 94 AVGAS SWIFT	6/28/2021 10:43 AM
12	Self Fueling - Monthly More AC Rental Options - Cirrus or similar hi performance aircraft. Two to three times annually	1/29/2021 2:20 PM

2021 General/Corporate Aviation Survey

Q9 If a grass landing area was available adjacent to Runway 04/22, would you use it?

Answered: 31 Skipped: 8

ANSWER CHOICES	RESPONSES	
Yes (If Yes, how many times per year would you use it?)	70.97%	22
No	29.03%	9
TOTAL		31

#	NUMBER OF TIMES PER YEAR:	DATE
1	150	7/1/2021 5:35 PM
2	often	6/30/2021 9:05 AM
3	No set number. Occasionally to practice.	6/29/2021 4:48 PM
4	I would use this WEEKLY!	6/29/2021 11:31 AM
5	20	6/29/2021 9:34 AM
6	12	6/29/2021 8:44 AM
7	2-5	6/29/2021 7:12 AM
8	Whenever landing.	6/29/2021 6:07 AM
9	4	6/28/2021 3:53 PM
10	5	6/28/2021 3:20 PM
11	6	6/28/2021 1:08 PM
12	everytime the wind favored that runway--prefer to land on grass	6/28/2021 12:41 PM
13	20	6/28/2021 12:31 PM
14	10+	6/28/2021 11:35 AM
15	10	6/28/2021 11:23 AM
16	50	6/28/2021 10:59 AM
17	all the time based on winds	6/28/2021 10:54 AM
18	during summer if kept well groomed	6/28/2021 10:49 AM
19	100's and 100's of times a year!!!!!! Much safer for tail wheel aircraft to land in grass!!!!	6/28/2021 10:44 AM
20	2-3 times per year - weekly if the Restaurant was open for breakfast	1/29/2021 2:21 PM

2021 General/Corporate Aviation Survey

Q10 If a grass landing area was available adjacent to Runway 14/32, would you use it?

Answered: 31 Skipped: 8

ANSWER CHOICES	RESPONSES	
Yes (If Yes, how many times per year would you use it?)	64.52%	20
No	35.48%	11
TOTAL		31

#	NUMBER OF TIMES PER YEAR:	DATE
1	150	7/1/2021 5:35 PM
2	No set number. Occasionally to practice.	6/29/2021 4:48 PM
3	I would use this WEEKLY!	6/29/2021 11:31 AM
4	10	6/29/2021 9:34 AM
5	12	6/29/2021 8:44 AM
6	Whenever landing.	6/29/2021 6:07 AM
7	4	6/28/2021 3:53 PM
8	5	6/28/2021 3:20 PM
9	6	6/28/2021 1:08 PM
10	everytime the wind favored that runway--prefer to land on grass	6/28/2021 12:41 PM
11	15	6/28/2021 12:31 PM
12	10+	6/28/2021 11:35 AM
13	10	6/28/2021 11:23 AM
14	50	6/28/2021 10:59 AM
15	all the time based on winds	6/28/2021 10:54 AM
16	same as above	6/28/2021 10:49 AM
17	100's and 100's of times a year!!!!!! Please WE NEED THIS and it will bring in more Tailwheel type traffic that love the grass!!!!!!	6/28/2021 10:44 AM
18	2-3 Times per year	1/29/2021 2:21 PM

2021 General/Corporate Aviation Survey

Q11 Please provide any additional suggestions you feel would improve the general aviation experience at the Chippewa Valley Regional Airport.

Answered: 20 Skipped: 19

#	RESPONSES	DATE
1	self service fuel at a competitive price would be nice	6/30/2021 9:07 AM
2	Self fueling service would be great. I often land after the FBO closes and would be nice to be able to fuel up. Also, having UL94 AVGAS available would be great for a lot of pilots who have that type of engine.	6/29/2021 4:49 PM
3	Several of the "N" row hangar tenants have expressed interest in some sort of push button inside the gate so they can get out of the airport when they ride a bike to the hangar. If there is a way to modify some of the language in the land leases to make it more economically appealing, people would entertain building hangars at this airport. More specifically what happens to the hangar at the end of lease term. People have commented about the commission meetings and how the public comment section is limited to two minutes. It sends a message to the general aviation guys that the commission really doesn't want to take the time to listen to any issues we may have.	6/29/2021 3:27 PM
4	The only problem I see is in the winter. The taxiways between the hangars don't get cleaned out in a timely manner. It can be difficult pulling your aircraft out of the hangar due to frozen snow in front of hangar door.	6/29/2021 7:15 AM
5	Self service UL94 fuel.	6/29/2021 6:08 AM
6	I do not want this to appear to be a rant or just a complaining session, for that is NOT my intention. With that said, I feel the commission deserves an honest and unvarnished assessment of how I view the current experience at the airport. The airport has great runways and taxiways and ramp areas. The FBO is top notch--always clean and willing to help in any way. My main complaints are the following: 1. Nearly complete ignoring of the GA population on the field and at the commission meeting. Most meetings, the only GA discussion is related to tower ops, and that is only in passing, and also includes scheduled airline service operations. It has literally been YEARS since I have spoken to the airport manager when out at my hangars (and I am here on a very regular basis) just to see how things are going, ask if there are any concerns or comments, or even just small talk. I think the airport manager should be visible often to the users of the airport. Without regular contact by the airport manager, it creates the appearance that GA is unimportant here at KEAU. 2. Unfavorable business climate, especially with regard to business development on the airport with respect to the taking of private hangars after 40 years. For a business, 40 years is not a long time, and the taking of the hangars at 40 years (based on standard language in the tenant agreement) reduces the value of the property each year of ownership, and directly negatively impacts the equity of the hangar (property) if the business owner would desire to sell the property, especially with only a few years left on the lease, and no guarantee that the lease will be renewed. I fail to understand why there should be any taking of private property, and especially with the provision that you are not allowed to remove your hangar at the end of the lease if not renewed. I have heard several people mention over the years that they would build a hangar at KEAU, except for the taking provision at 40 years without compensation. This is a deal breaker for nearly all businesses--as I think is evidenced by the nearly complete lack of private hangar construction on the airport (less Menards) in over 20 years. 3. Restaurant hours poor--not conducive to flight ops (scheduled airline service or GA). I cannot count the times I have watched GA aircraft come to KEAU either for a breakfast meal (weekends and weekdays), or on Sunday or Monday only to find the restaurant closed. They simply get back in their airplane and depart, and I would venture few return due to the negative experience. For example, the LaCrosse airport restaurant has a large sign stating the restaurant WILL be open 1 hour BEFORE the first scheduled flight of the day until 1 hour AFTER the last scheduled flight of the day, ensuring all passengers have the ability to get food prior to getting on the airline. This arrangement serves the GA population very well also. There is NO food service available here except for the mid-day flight--that is unacceptable in my opinion. 4. Commission meetings. The virtual meetings need to be ended ASAP. All county mandates have been lifted with respect to	6/28/2021 8:51 PM

2021 General/Corporate Aviation Survey

businesses and meetings can be easily accomplished with still plenty of social distancing. Also meeting time is inconvenient at best, or not able to be attended by working individuals. Meetings may allow better attendance if held in the evenings so most regular day-shift workers can attend. Additionally, the 2-minute comment period is too short. I understand the need to be on the agenda for substantial items, but 2 minutes barely allows time to get a point across and also provide any clarification for the board members. Suggest at least 5 minutes allotted per speaker. 5. Air Traffic Control Tower--I realize this is a contract tower, but I have to say it consistently ranks as one of the more "rude" towers I have operated at. This is just for information. I will address specific concerns with the tower operator directly, however, it does not help the image of KEAU to transient aircraft. 6. T-hangar maintenance. This has improved substantially since the COVID monies from the FAA, but many T-hangars are only in fair repair. It is very common to have water and ice in the hangars, creating a nuisance or even dangerous condition. Would also be nice to have better electric availability in the hangars (more than 2 outlets and more amperage available) if money is available to upgrade those items. Sometimes the aircraft have even been frozen into the pavement in the spring due to water infiltration and then refreezing on the floor, trapping the aircraft in the ice. 7. Building of smaller heated hangars available for rent for businesses and/or private individuals. Currently the only heated rental hangars on the field are the K row and they are all full with a waiting list. Additionally, many owners and all small aviation businesses do not need a 60 X 60 hangar but maybe a 48 x 48 or even 40 X 40 heated hangar available. Due to our climate here, a heated hangar is essential for any business to operate, and I think it would warrant surveying our pilot population with regards to heated smaller hangars as well. In closing, I think this airport has GREAT potential and we are merely missing the opportunity to attract more businesses and private individuals to our airport. The airport itself is one of the nicest in the state and even the country for an airport of this size. We need to make this a destination of choice for pilots, aviation businesses, and aircraft owners by adopting or changing policies that serve to discourage private development on the airfield. I greatly appreciate the time you will take to review my suggestions and I look forward to discussing them with the commission at upcoming meetings. I truly think if we work together (GA community, Airport Manager and Airport Commission) in a cooperative manner, we can truly propel our airport into an example for others to follow. Thank you!

7	water at hangers and gas for heating	6/28/2021 5:07 PM
8	Snow landing area and grass.	6/28/2021 3:54 PM
9	allow folks to work on your own airplane and build airplanes in respective hanger like most other airports do allow	6/28/2021 1:10 PM
10	More access to flight instruction, grass runway and avionics shop would all be major upgrades that I would use. In addition Saturday breakfast availability would be nice	6/28/2021 12:37 PM
11	Although I personally wouldn't use the grass landing area, this would be an asset to the airfield. Self service fuel would be a great addition as well!	6/28/2021 12:23 PM
12	WIFI for remote engine heater switch in the winter.	6/28/2021 11:54 AM
13	Our current FBO seems more interested in jet charter flights than providing maintenance on General aviation aircraft	6/28/2021 11:51 AM
14	Self service fuel would be lovely.	6/28/2021 11:36 AM
15	You guys are doing a good job. I'd like to see a few fly ins here at cvra.	6/28/2021 11:20 AM
16	I would really love to see an approved grass landing area. Great for practice, helps during flight instruction to get the experience and for tailwheel practice.	6/28/2021 11:01 AM
17	I appreciate Charity and Erin very much as they are always willing to listen and continue to try to improve the airport for general aviation. They are friendly, welcoming, and responsive. Taxiway lights and centerline for N row hangars would be helpful. Very hard to judge taxiway edge at night there especially when turning near hangars to go to west side.	6/28/2021 10:56 AM
18	Remove the ridiculous provision that that airport eventually owns a hanger built by a private party.	6/28/2021 10:55 AM
19	UL94 AV GAS, SELF SERVE Fuel and GRASS RUNWAY!!	6/28/2021 10:46 AM
20	Provide customer service training to Tower personel	1/29/2021 2:24 PM

2021 Community Outreach

1. Jan 4 – Airport Newsletter
2. Jan 8 – Chippewa Chamber Coffee and Commerce
3. Jan 20 – Leader Telegram Vision 2021 Interview
4. Jan 20 – Information for County Chamber Presentation
5. Feb 2 – The Landline Company Press Release
6. Feb 8 – Airport Neighborhood Association Meeting
7. Feb 19 – Airport Neighbor Discussion
8. Feb 23 – WQOW Jefferson Award for Airport Art
9. Feb 25 – Pre-Check Notification Email
10. Mar 4 – Discussion with new MPO planner
11. Mar 17 – WI Career Panel
12. Mar 30 – Banker with a Beer Podcast
13. Apr 13 – CESA 10 Career Panel
14. Apr 14 – Airport Listening Session
15. Apr 20 – WEAU Interview
16. Apr 23 – WisDOT Career Panel
17. May 13 – WI Governor Press Conference
18. May 13 – Open Air Job Fair
19. June 2 – PreCheck Press Release
20. June 10 – Leader Telegram Interview
21. June 16 – WQOW Interview
22. June 23 – Airport Tour, Kwik Trip
23. July 15 – Airport Tour, ARC

Upcoming Events

- TSA PreCheck Enrollment Event – August 9-13, 2021
Chamber Business at the Airport – September 13, 2021
TSA Pre-Check – October 4-8, 2021
Chippewa Valley Airshow – June 4-5, 2022

<u>Operational Area</u>	<u>Frequency</u>	<u>Next Review</u>	<u>Notes from Last Review and Areas for Improvement</u>
Fuel Flowage Fees	Annual	Jul-21	- Parking fees are lower than other airports and an increase should be considere when the parking system is replaced which is planned for 2021.
Landing Fees	Annual		
Terminal Parking Fees and Maintenanc	Annual		
Public Parking Surfaces and Roads			
Tower Facilities Maintenance	Annual		

Agenda Item 7b

<u>2021</u>	<u>EAU</u>	<u>LSE</u>	<u>RHI</u>	<u>CWA</u>
Signatory Landing Fees	\$1.45/1,000 lbs	\$1.90/1,000 lbs*	\$4.00/1,000 lbs**	\$2.35/1,000 lbs
Non-Signatory Landing Fees	\$1.55/1,000 lbs	\$3.75/1,000 lbs	\$4.00/1,000 lbs	\$2.35/1,000 lbs
Long Term Parking Fees	\$5/day	\$8/per day	\$6/per day	\$8/day -\$40/week
Short Term Parking Fees	First 4 Hours Free	First 20 min. free, \$2/20-60 min., \$1 for each add'l 1/2 hour, \$11/per day	\$.25/hour (meters), 2 hour max	First 3 Hours Free, \$1/hour \$8 daily max
100LL Fuel Flowage Fee	\$.07/gallon	\$.07/gallon	\$.06/gallon	\$.055/gallon
Jet A Fuel Flowage Fee	\$.08/gallon	\$.07/gallon*	\$.06/gallon	\$.055/gallon

**Signatory airlines are exempt from flowage fees because they pay a landing fee.*

2021	Name	Company	Accomplishment	Agenda Item 8a	Monthly Winner
April	Gail Moore	Midwest ATC	Earlier this month we had a weekend where the weather was absolutely perfect for flying. Several of the local pilots dusted off their planes from the long winter of no flying and decided to get landing current. I was among those pilots and was having just as much fun as the others. It was a Saturday morning and our newest tower controller was working the traffic that day. Her name is Gail and she had done an outstanding job flowing traffic. At one point in time there were 6 of us pilots either arriving, departing or doing pattern work. She was extremely busy and completely on top of her game! Gail was friendly and helpful to all the pilots on frequency and kept the traffic flowing. It was fun to be doing pattern that day and I want to say "Thank You" for the professionalism and outstanding customer service. Welcome to KEAU and keep up the good work.		X
May	Dale Nelson	TSA	On a Friday afternoon, it was reported that a passenger that was in the terminal and planning to fly out was feeling very ill. When Dale was notified, he quickly responded by establishing contact with the passenger and determining that he was in fact having a severe medical emergency. He contacted 911 and stayed on the line until emergency services arrived and transported the passenger to the hospital, providing details to the dispatcher and trying to comfort the passenger as best he could along the way. Dale should be recognized for his quick response and for the level of care he provided to a passenger in need. Thank you, Dale!		-
	Liam Caraher	CVRA	Liam comes into work everyday with a positive attitude and sunny disposition. He works hard and takes great pride in a job well done. Liam is great at building relationships and making those around him feel welcome and important, making him a great face for CVRA.		X
June	Bob Weiss	CVRA	In the month of May, we had two separate single-engine planes land with nose-gear issues and Bob was swift to take action. From making the appropriate phone calls, getting the necessary paperwork started, and most importantly securing the scene safety of the hard landings Bob went above and beyond to ensure everything was taken care of. We commend Bob on his quick thinking, and swift action on the days of these two events. Thank you Bob!		-
	Patrick Boos	CVRA	On the evening of June 17th, a thunder storm passed over the airport and several lightning strikes occurred on the airfield causing both runways and Charlie taxiway to lose the operation of the lights. A contractor was called in to work on the troubleshooting of the circuits and make the repairs. We had many lightbulbs that needed to be replaced because of the lighting. Patrick was called to see if he was available to assist with the repairs on his day off. He agreed to come in and help and ended up staying for 9 hours to help get the main runway functioning again so our airline could land here at night and continue normal operations. Thanks for the assistance Patrick		-
	Kyler Rognholt	Hawthorne Aviation	one afternoon while Kyler was fueling a transient aircraft he had noticed the left front main tire was unusually low. He was able to notify the pilot and assist with filling the tire back up. The pilot was incredibly grateful that Kyler noticed the low tire. He was able to thank him himself and but had also wanted to pass it on to me just how grateful he was and to let Kyler know how much he appreciated it! I feel like Kyler demonstrated excellent customer service and really went the extra mile with helping out this customer. Had he not noticed or said anything it could have caused a major issue for this Pilot down the road. Kyler is still fairly new to our line department and I feel he is doing an excellent job handling the tasking he's been giving!		X

Winner

CHIPPEWA VALLEY REGIONAL AIRPORT

DEPARTMENT MISSION/VISION

The Chippewa Valley Regional Airport will provide our users with a safe, efficient and welcoming operation while striving to meet the current and future needs of the communities we serve, by ensuring the Chippewa Valley is connected to the world.

DEPARTMENT BUDGET HIGHLIGHTS

The 2022 Airport budget has recommendations for changes to airport employee job descriptions and significant investment in airport facilities. Investment in Airport staff and developing facilities to meet the needs of our stakeholders are both strategic priorities for the Airport Commission and this budget works toward both priorities.

STRATEGIC DIRECTION AND PRIORITY ISSUES

The Airport Commission completed a strategic plan in July 2020 which set the following goals for the next two years: Maintain high quality leadership and staff who work as a team; create a high level of airport business partner satisfaction; understand facility needs; promote the benefit and value of the Airport within the Community.

TRENDS AND ISSUES ON THE HORIZON

- The aviation industry continues to rebound from the impacts of COVID-19. The Airport will continue to work with our business partners to address COVID-19 impacts and opportunities to grow their business.
- Demand continues to be strong for aircraft storage hangars. The 2022 budget continues work to address that demand and also deals with a long term plan for relocation of one of the airport corporate partners to a new, more suitable location.

POSITION CHANGES IN 2022

- Several job descriptions for airport positions were changed to reflect how the work has changed over time and how we are currently handling these positions. These changes do not result in a change in the number of FTE for the airport, just provides a more accurate definition of expectations for each position.

OPERATIONAL CHANGES – WITHOUT FISCAL IMPACT

- The Airport operates under a multi-year agreement with Chippewa and Eau Claire Counties, so operational changes for 2022 do not have fiscal impact on Eau Claire County.
- The budgeted revenues for 2021 are intended to be conservative, given we do not know where we will be at in the COVID-19 recovery process.

- A CARES Act grant awarded in 2020 will help partially fund airport operational expenses in 2022. It is anticipated this grant will be fully utilized in the 2022 fiscal year.

POTENTIAL RISKS

- Continued impacts of COVID-19 could cause revenue to be less than budgeted but CARES Act funds for operational expenses will offset some of those losses in revenue.
- A more difficult than average Winter could have significant financial impacts on the airport operating budget.
- Rising costs of materials for construction could challenge the budget numbers for some capital projects.
- Availability of federal funding for capital projects may also cause some projects to be delayed.

Commercial Airline Service						
<p>The Chippewa Valley Regional Airport provides support for commercial air service operations. The commercial air service program includes everything having to do with facilitating, serving and maintaining commercial air service, including Aircraft Rescue and Firefighting, Federal Aviation Administration Airport Certification, Transportation Security Administration Airport Security Program, air service marketing and public relations, facilities and maintenance for the airfield, terminal building, air traffic control tower, parking lot and entrance road.</p>						
OUTPUTS		2018	2019	2020	YTD 2021*	
Number of passenger enplanements/deplanements		47262	49313	20,247	15,309	
Number of community presentations		60	48	38	21	
OUTCOMES		Benchmark	2018	2019	2020	YTD 2021*
80% of commercial passengers will report being satisfied or extremely satisfied with the airport controlled metrics on a customer satisfaction survey administered randomly.		80%	85%	82%	87%	100%
Maintain percentage change in passenger enplanements at a level equal to or greater than the percentage change in the state average of area airports.		TBD	5%	4%	-59%	TBD
Commercial air service will be promoted in the community 50 times throughout the year.		50 or more	60	48	48	21
*YTD indicates Jan-Jun Results						
General Aviation						
<p>The Chippewa Valley Regional Airport provides the infrastructure necessary to facilitate general/corporate aviation operations. Examples: facilities and maintenance for the airfield, hangars, FBO facilities, air traffic control tower, parking lot and entrance road.</p>						
OUTPUTS		2018	2019	2020	YTD 2021*	
Number of hangars rented for airport:		53 of 61	54 of 61	61 of 61	63 of 63	
Aircraft Operations:		21,986	19,780	17,602	9,033	
Gallons of Fuel:		1,736,335	1,672,577	1,003,139	534,025	
OUTCOMES		Benchmark	2018	2019	2020	YTD 2021*
85% of airport owned hangars will be rented.		85%	87%	89%	100%	100%
Maintain percentage change of aircraft operations at a level equal to or greater than the change in the state average.		TBD	9%	-10%	-11%	TBD
80% of general aviation users will report being satisfied or extremely satisfied with the overall airport experience on a customer satisfaction survey administered randomly.		80%	88%	93%	96%	89%
*YTD indicates Jan-Jun Results						
Airport Partners						
<p>The Chippewa Valley Regional Airport provides the infrastructure necessary to facilitate airport partner businesses including car rentals, restaurant, and other miscellaneous non-aviation space rentals, including facilities and maintenance for the terminal building, parking lot and entrance road.</p>						
OUTPUTS		2018	2019	2020	YTD 2021*	
Percentage of terminal space rented that is available to airport partners		100%	100%	94%	94%	
Car rental concession fee revenue		\$120,594	\$132,956	\$85,372	\$57,802	
OUTCOMES		Benchmark	2018	2019	2020	YTD 2021*
70% of total space available for rental to airport partners will be rented during the year.		70%	100.0%	100.0%	94.0%	94.0%
The current year concession fee earned from car rentals will be greater than or equal to the prior year.		\$106,960	\$120,594	\$132,956	\$85,372	\$57,802

Airport

Overview of Revenues and Expenditures

Revenues	2020	2021	2021	2022	%	2022	%	2022	%
	Actual	Adjusted Budget	Estimate	Request	Change	Recommended	Change	Adopted	Change
01-Tax Levy	\$399,030	\$403,020	\$403,020	\$403,020	0%	-	-100%	-	-100%
02-Sales Tax	-	-	-	-	-	-	-	-	-
03-Other Taxes	-	-	-	-	-	-	-	-	-
04-Intergovernment Grants and Aid	\$2,209,716	\$3,849,787	\$1,634,574	\$631,574	-84%	-	-100%	-	-100%
05-Intergovernmental Charges for Services	-	-	-	-	-	-	-	-	-
06-Public Charges for Services	\$785,773	\$831,254	\$907,270	\$967,455	16%	-	-100%	-	-100%
07-Licenses & Permits	-	-	-	-	-	-	-	-	-
08-Fines & Forfeitures	-	-	-	-	-	-	-	-	-
09-Other Revenue	\$71,872	\$63,900	\$89,200	\$86,270	35%	-	-100%	-	-100%
10-Bond Proceeds	-	-	-	-	-	-	-	-	-
11-Fund Balance Applied	-	(\$30,463)	(\$905,678)	\$1,681,371	-5619%	-	-100%	-	-100%
12-Fund Transfers	-	-	-	-	-	-	-	-	-
Total Revenues:	\$3,466,391	\$5,117,498	\$2,128,386	\$3,769,690	-26%	\$0	-100%	\$0	-100%

Expenditures	2020	2021	2021	2022	%	2022	%	2022	%
	Actual	Adjusted Budget	Estimate	Request	Change	Recommended	Change	Adopted	Change
01-Regular Wages	\$363,148	\$385,946	\$388,196	\$402,690	4%	-	-100%	-	-100%
02-OT Wages	\$9,375	\$12,000	\$15,100	\$14,505	21%	-	-100%	-	-100%
03-Payroll Benefits	\$152,116	\$152,814	\$155,255	\$167,905	10%	-	-100%	-	-100%
04-Contractual Services	\$436,440	\$479,817	\$466,985	\$527,449	10%	-	-100%	-	-100%
05-Supplies & Expenses	\$93,720	\$126,050	\$127,250	\$136,300	8%	-	-100%	-	-100%
06-Building Materials	-	-	-	-	-	-	-	-	-
07-Fixed Charges	\$1,777,119	\$64,474	\$70,000	\$74,116	15%	-	-100%	-	-100%
08-Debt Service	\$7,028	-	-	-	-	-	-	-	-
09-Equipment	\$24,758	\$3,896,397	\$905,600	\$2,446,725	-37%	-	-100%	-	-100%
10-Grants, Contributions, Other	-	-	-	-	-	-	-	-	-
11-Other	\$3,221	-	-	-	-	-	-	-	-
12-Fund Transfers	-	-	-	-	-	-	-	-	-
Total Expenditures:	\$2,866,926	\$5,117,498	\$2,128,386	\$3,769,690	-26%	\$0	-100%	\$0	-100%

Net Surplus/(Deficit)- Airport	\$599,465	\$0	\$0	\$0		\$0		\$0	
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Current Position Title	New Position Title	Current Number	Revised Number	Position Summary	Position Changes	Current Pay Grade	Proposed Pay Grade
Maintenance Supervisor		1	1	Provides supervision, planning, direction and assistance to maintenance and custodial staff to maintain Airport buildings and grounds, equipment, machinery, and furnishings in good repair and in a clean, orderly, and safe condition. This position is required to train on aircraft rescue and firefighting equipment and respond in an emergency. Shift: 7:30am-4pm (M-F)/On-call 24-7	Broadens alternate security coordinator duties. Reviews and makes recommendations for changes to construction and equipment plans and specifications to ensure the desired outcome for the project is met	K	L
Maintenance Technician	Lead Maintenance Tech	2 FT	2 FT	Performs maintenance and custodial duties to insure Airport facilities and equipment are in good repair and in a clean, orderly and safe condition. Ensures federal aviation regulations are followed. This position is also required to train on aircraft rescue and firefighting equipment and respond in an emergency. Shifts: 1:30pm-12am (Th-Su), 4:30am-12pm (Sa-Su) and 3:30pm-12am (M-W).	Leads the operation in the absence of the maintenance supervisor; provides oversight of custodian or custodian contractor; completes training and acts as Alternate Airport Security Coordinator. This position used to received an additional \$.50/hour ARFF pay but this position change will eliminate the additional pay and include it in the regular hourly rate.	H	J
Maintenance Technician	Maintenance Tech II	2PT/ 3 On-Call	2PT/ 3 On-Call	Performs maintenance and custodial duties to insure Airport facilities and equipment are in good repair and in a clean, orderly and safe condition. This position is also required to train on aircraft rescue and firefighting equipment and respond in an emergency. The two part time shifts for this position are 4am-8am (M-F) and a floating shift for vacation/sick coverage and night snow removal. This position was expanded in 2019 to also include on-call workers that are ARFF trained and can help year round.	The Maintenance Tech II position includes regular part-time and on-call employees that require ARFF certification. This position change wraps the additional \$.50/hr. ARFF pay into the hourly rate to reflect this is an ongoing expectation for the position.	H	I
Maintenance Technician	Maintenance Tech I	3 On-Call	3 On-Call	Performs maintenance and custodial duties to insure Airport facilities and equipment are in good repair and in a clean, orderly and safe condition. This on-call position was created to assist with snow removal and special projects. The Winter positions are not ARFF trained.	The on-call maintenance program at the airport started as a pilot program using the same position description as the other full time and part time maintenance positions. This creates a position description just for on-call maintenance. The Maintenance Tech I is not ARFF trained like the other maintenance positions so it does not receive the additional pay for ARFF coverage and the pay grade stays the same.	H	H
Administrative Associate IV	Administrative Specialist I	1	1	Under limited supervision, performs responsible administrative/clerical support to assist the Airport Manager and Airport administrative office to ensure that the office operates efficiently. Ensures fiscal, contractual, and operational documentation are accurate and timely. Maintains records in compliance with regulations and requirements.	This position is now trained to assist with airport security coordinator duties that were not previously required including being on call/available after hours and handling sensitive employee information for criminal history record checks. The position also has some supervisory authority over our ground handler positions.	E	F

	A	B	C	D	E	F	G	H
1	2022-2026 EAU Capital Budget 7-23-2021							
3	Project Funding Sources							
4			FAA		FAA		Wisconsin	
					Discretionary/ CARES/			
5	Year	Project	Total Cost	Entitlement	Supplemental	DOT	Local	
6	FY2022 - Capital Equipment (810)							
7								\$ -
8		2022 Total Project Costs - Account 810	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9								
10	FY2022 - Capital Improvement (820)							
11	Local	Relocate Hangar K1 Tenant to New Pad on South Ramp	\$ 1,250,000					\$ 1,250,000
12	Local	Terminal and Tower Camera Replacement	\$ 5,000					\$ 5,000
13	Local	Waterproof/sealcoat metal roof on G-row, F3, F4 and I3 hangars	\$ 75,000					\$ 75,000
14	Local	Construct 3 New 48x48 Hangars	\$ 750,000					\$ 750,000
15	Local	Exterior Tile at Car Rental Entrance	\$ 100,000					\$ 100,000
16	Local	EV Charging Station	\$ 50,000					\$ 50,000
17	Local	Terminal Door to Secure Area (possibly 2 options)	\$ 25,000					\$ 25,000
18		Year 2022 Total Project Costs - Account 820	\$ 2,255,000	\$ -	\$ -	\$ -	\$ -	\$ 2,255,000
19								
20	FY2022 - Other Capital Improvement (829)							
21	AIP51	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	\$ 415,000	\$ 1,551,050	\$ 109,225	\$ 109,225	
22	AIP51	Wildlife Study Recommendations (tree, shrub and vegetation removal on the AOA)	\$ 500,000	\$ -	\$ 450,000	\$ 25,000	\$ 25,000	
23	AIP51	Runway 14/32 approach clearing	\$ 250,000		\$ 225,000	\$ 12,500	\$ 12,500	
24	AIP50	Master Plan Update (including Rwy 14/32 extension analysis and Rwy 04 approach lights)/ALP Update (including AGIS and OAP)	\$ 650,000	\$ 585,000	\$ -	\$ 32,500	\$ 32,500	
25	AIP52	Design ARFF Truck (to be reimbursed in 2023)	\$ 50,000			\$ 40,000	\$ 10,000	
26		Year 2022 Total Project Costs - Account 829	\$ 3,634,500	\$ 1,000,000	\$ 2,226,050	\$ 219,225	\$ 189,225	
27								
28	FY2023							
29	AIP53	Design SRE and airfield markings(to be reimbursed in 2024)	\$ 50,000			\$ 40,000	\$ 10,000	
30	AIP53	Wildlife Assessment and Plan	\$ 35,000	\$ 31,500		\$ 1,750	\$ 1,750	
31	AIP52	Acquire ARFF Truck	\$ 1,076,111	\$ 968,500		\$ 53,806	\$ 53,806	
32		Year 2023 Total Project Costs	\$ 1,161,111	\$ 1,000,000	\$ -	\$ 95,556	\$ 65,556	

	A	B	C	D	E	F	G	H
33								
34	FY2024							
35	AIP54	Design Airfield Lighting Replacement (Rwy 14/32, Rwy 4/22, Twy E, Twy F, Ramp) reimbursed in 2025		\$ 150,000			\$ 120,000	\$ 30,000
36	AIP53	Airfield Marking Removal and Re-painting		\$ 300,000	\$ 270,000		\$ 15,000	\$ 15,000
37	AIP53	SRE Equipment (1 sweeper to replace Ford Truck/move sander to new truck)		\$ 811,111	\$ 730,000	\$ -	\$ 40,556	\$ 40,556
38		SRE Equipment (1 plow for new truck)		\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000
39		Year 2024 Total Project Costs		\$ 1,261,111	\$ 1,000,000	\$ -	\$ 200,556	\$ 110,556
40								
41	FY2025							
42	AIP54	Runway Lighting and Signs Replacement (Rwy 14/32 and Rwy 4/22) include Runway 14/32 and Runway 22 PAPIs, Supplemental Rwy 32 windcone		\$ 1,111,111	\$ 1,000,000	\$ -	\$ 55,556	\$ 55,556
43		Year 2025 Total Project Costs		\$ 1,111,111	\$ 1,000,000	\$ -	\$ 55,556	\$ 55,556
44								
45	FY2026							
46	AIP55	Taxiway Lighting and Signs Replacement (Twy E, Twy F, Twy C East, Ramp)		\$ 1,111,111	\$ 1,000,000		\$ 55,556	\$ 55,556
47	AIP56	Design North Hangar Area taxilane reconstruct		\$ 250,000	\$ -	\$ -	\$ 200,000	\$ 50,000
48		Year 2026 Total Project Costs		\$ 1,361,111	\$ 1,000,000	\$ -	\$ 255,556	\$ 105,556

CHIPPEWA VALLEY REGIONAL AIRPORT COMMISSION LAND LEASE GUIDELINES

Final 7-17-08, Rev. 1 12-17-15, Rev. 2 7-19-19, Rev. 3 8-21-20, Rev. 4 7-23-21

CVRA encourages private development of hangars and aviation related facilities on the airport property and will endeavor to support such development, consistent with the Airport's operational objectives. Any exceptions to these guidelines may be considered by the Airport Commission.

Land Lease Guidelines

In accordance with the Airport long-term objectives, the north hangar area is reserved for cargo and large corporate hangar development. As a result, it is desired that all new private hangars be constructed in the south hangar area. In the event that a private hangar lease is granted for a new or existing (including renewals or extensions) hangar in the north hangar area, the lease shall include the following provision:

Lessor at its sole discretion, reserves the right to further develop or improve the Airport as it sees fit, regardless of the desires or views of the Lessee, and without interference or hindrance. If the development of the Airport requires the relocation of the Lessee, the Lessee agrees to remove all buildings at no cost to the Lessor within 120 days of receiving notice from Lessor. Lessee understands that this Agreement is subordinate to provisions and requirements of any existing and future agreements between the Lessor and the United States relative to the development, operation or maintenance of the Airport.

New Construction of Privately Owned Hangers

- Must meet minimum standards and construction guidelines as established by the airport commission.
- Land Lease Rates are established annually by the airport commission and shall be used for determining the base rent of any new land lease.
- Each Lease shall provide for periodic adjustments as established from time to time by the airport commission. The basis for the adjustment shall be clearly defined within the lease, in accordance with the guidelines in place at the time the lease is negotiated and agreed upon.
- All Land Leases shall be "Triple Net Leases" – tenants are responsible for utility, insurance, taxes, and related costs directly associated with site leased.
- Private Hanger Owners pay:
 - Blacktop from taxiway to hanger
 - Prorated share of all utility and infrastructure cost, not funded by FAA
 - Tenants may pay cash at the start of the project or borrow from the Airport for a maximum 10 year period at 1% over the airport borrowing rate

- Term of initial Lease shall be of sufficient duration to amortize the investment, but not exceed 40 years.
- Tenants are required to pay for all associated utility and applicable infrastructure cost of utility installation in advance of construction or remodel of an existing facility.
- Leases are transferable and assignable provided notice is given to the Airport Director prior to the sale of any hangar
- Lease rates and adjustments as set forth in the lease are continued upon sale of hangar if the original lease is transferred.
- Building rent is based on building footprint total square footage area plus parking area if additional parking area is designated in the lease agreement.
- Hangers must be used primarily for aircraft storage and other uses shall not conflict with airport policies.
- Hangers may not be used for the storage of aircraft owned by someone other than the hangar owner unless the storage is free of charge or prior approval is given by the Airport Director.
- ~~The Lessee may not remove any structure or facility located on the leased premises. It is the intent of the commission to obtain ownership of the hangar at the end of the lease period. At the end of the lease period, tenants will have the option to remove the hangar and restore the leased area to the original condition at the tenants expense or the hangar will revert back to the Airport.~~

Land Leases on Existing Privately-Owned Hangers

- Existing Land Lease terms shall be honored through the termination date of each lease.
- If permitted by the existing lease, leases may be transferred or assigned, provided notice is given to the Airport Director prior to the sale, transfer or assignment of any hangar.
- Lease rates and adjustments shall be determined by the terms set forth in the existing lease.
- New Owners will be subject to the existing lease terms and conditions, and all applicable airport or FAA regulations.
- Requests for any alterations to existing leases are subject to the discretion of the Airport Director. Any alteration of the existing lease shall require the leaseholder to sign a new lease agreement reflecting current land lease practices as approved by the Commission.
 - When a new lease agreement is signed by a New Owner after an existing privately-owned hangar is sold, the New Owner may request additional years be added to the term of the Lease when there is 10 years or less remaining on the initial term of the lease.
 - Additional term will only be added in exchange for a new monetary investment in the hangar. The investment must exceed the life of the additional term which shall not exceed a one-time 20 year

extension. The one-time extension of the land lease is for the life of the hangar regardless of the number of owners and the extension is in addition to the remaining term of the original lease. Investment in the hangar must be agreed upon in advance by the Airport Director and the New Owner.

- Hangers may not be used for the storage of aircraft owned by someone other than the hangar owner unless the storage is free of charge or prior approval is given by the Airport Director.
- The Lessee may not remove any structure or facility located on the leased premises during the term of the lease, except when the airport requires hangar relocation prior to the end of the term of the lease. At the end of the lease period, tenants will have the option to remove the hangar and restore the leased area to the original condition at the tenants expense or the hangar will revert back to the Airport.
- ~~It is the intent of the commission to obtain ownership of the hangar at the end of the lease period.~~

“CHIPPEWA VALLEY AIR SHOW” CONTRACT

This Agreement is between the Chippewa Valley Regional Airport Commission, hereinafter referred to as the "Commission" and the Chippewa Valley Council, B.S.A., Inc. hereinafter referred to as the "Council".

The Commission organized under the authority of Wis. Stat. §114.14 and 2.05.660 G. of the Eau Claire County Code of General Ordinances, and is entering into this agreement consistent with its authority and on behalf of Eau Claire County.

WHEREAS, the Council has solicited the support and approval of the Commission for the holding of an air show to be held at the Chippewa Valley Regional Airport June 4-5, 2022.

WHEREAS, the Commission has agreed to support the holding of said air show by the Council at the Chippewa Valley Regional Airport, scheduled for June 4-5, 2022.

NOW, THEREFORE, the following agreement:

- A. **Term.** In consideration of the promises of the Commission, set forth in B., the Council hereby agrees to undertake, from the planning, organizational, operational and managerial standpoints, an air show to be entitled "Chippewa Valley Air Show". The Council will use the premises at the Chippewa Valley Regional Airport from May 28, 2022 through June 6, 2022.
- B. **Commission Promises.** In exchange for the agreement of the Council to the terms and conditions of this agreement, the Commission hereby promises the following:
1. It shall authorize the Council to use the grounds of the Chippewa Valley Regional Airport from May 28, 2022 through June 6, 2022, for the purpose of organizing and conducting an air show.
 2. It shall designate the Council to hold, schedule and stage the "Chippewa Valley Air Show", subject to the supervision of the Commission.
- C. **Council Cooperation and Coordination.** The Council hereby agrees it shall cooperate with the Commission and shall coordinate its efforts with the directives of the Airport Director or the Commission's designee.
- D. **Clean-up and Personnel Costs.** The Council agrees to defray all costs of operation, administration and cleanup associated with the air show. The Council will pay all expenses related to actual damage to airport equipment and property. Furthermore, subject to the express exception set forth herein, the Council shall provide all manpower, equipment and other resources necessary to set up, operate, dismantle and clean up the grounds of the

Chippewa Valley Regional Airport for air show purposes. The Commission agrees that it shall provide certain personnel, service and equipment with respect to the air show. It is understood by the Council the total Airport personnel costs shall not exceed \$5,500.

E. **Council Responsibilities.**

1. The Council will procure all necessary forms of consent and approval for the air show from the Federal Aviation Administration and the State Department of Transportation and secure all necessary permits therefore. It is their further responsibility to modify their operations to meet the requirements of the regulatory agencies.
2. The Council will repay the Commission's actual overtime personnel costs up to, but not to exceed, \$5,500. In addition, the Council will pay one percent (1%) of gross revenue or \$7,000 whichever is greater to the Chippewa Valley Regional Airport for use by the Commission in a manner that enhances the Chippewa Valley Regional Airport and in exchange for use of storage space in the end of a T-Hangar at the airport.
3. The Council will procure and provide to the Airport Director or Commission's designee a properly executed General Release and Indemnification statement from each performer participating in the air show. The Council will procure from each performer, vendors, sponsors of ground displays, etc. proof of insurance including liability, workers compensation, and where applicable aircraft liability listing the Chippewa Valley Regional Airport, Chippewa Valley Regional Airport Commission, Eau Claire County and Chippewa County as additional insureds. If workers compensation insurance is not provided then vendors must provide an independent contractor statement.

- F. **Insurance Coverage.** The Council agrees to hold the Commission harmless from any property damage or personal injuries, which may result from the organization, management, operation and clean up of the air show. To this effect, the Council shall carry insurance coverage for the period from May 28, 2022 through June 6, 2022, consisting of:
- \$5,000,000 – liability each occurrence; and
 - \$5,000,000 – premises liability each occurrence and in the aggregate.

All of the insurance coverage shall name the Chippewa Valley Regional Airport, the Chippewa Valley Regional Airport Commission, Eau Claire County and Chippewa County as additional insureds, and be purchased from a company licensed to do business in Wisconsin. Certificate(s) of such coverage shall be provided to the Commission. The Commission will only add the Contingent Air Show Liability Endorsement to its liability policy for this air show if the Council indicates it is unable to acquire the necessary airshow insurance. The Council will pay the Commission for any additional premium that may be required.

- G. **Provision of Security Services.** It shall be the responsibility of the Council, either through the public law enforcement agencies or state approved private security personnel, to provide adequate security services on a twenty-four (24) hour basis at the Chippewa Valley Regional Airport, both for reasons of crowd control and property protection. In the event the Council fails to provide such adequate services, in the discretion of the Commission, arrangements may be made therefore and all costs associated therewith shall be borne by the Council.
- H. **Sale of Fermented Malt Beverages, Beer, Wine, and Food.** It is understood and agreed the Council intends to sell fermented malt beverages, beer, wine, and food upon the premises of the Chippewa Valley Regional Airport during the air show. The Council understands it is their responsibility to obtain the requisite permits and to obey all local and state regulations and laws regarding such sales. The Council acknowledges its insurer has been informed of the proposed sale of beer and food and the coverage provided under their insurance policy covers liability resulting therefrom.
- I. **Viewing Area.** It is further understood by and between the parties hereto that the Council shall fence off the air show viewing area, designated with reference to the map of the Chippewa Valley Regional Airport submitted by the Council for federal approval purposes, from the air operations area of the Chippewa Valley Regional Airport and perform such other tasks and take such other precautions as may be required by the Commission, the Federal Aviation Administration, the Transportation Security Administration or the State Department of Transportation.

- J. **Clean-up.** The Council shall complete all cleanup efforts, shall dismantle all bleachers and other facilities, including snow fencing, and shall return the grounds utilized for the air show in the same or similar condition to that which they were in at the time possession was taken no later than 4:00 P.M. on June 6, 2022.
- K. **Impact Meeting.** The Council agrees it will hold a neighborhood impact meeting, including a discussion on traffic control at the airport at least ten (10) days prior to June 4, 2022. All parcel owners in the City of Eau Claire North of the airport to the city limits, south of the airport to Eddy Lane, East of the Airport to Hastings Way and West of the Airport to the Chippewa River, along with all parcel owners in the Village of Lake Hallie in Chippewa County, South to the city limits of the City of Eau Claire, North and West to the Chippewa River and East to 105th Street will be provided written notice of the neighborhood meeting. The notice will include a list of the streets that will be closed as well as the dates and times of closure.
- L. **General Release and Indemnification.** The Council certifies that in consideration of the privilege of participating, either directly or by its employees and personnel, in the “Chippewa Valley Air Show”, and for the privilege of using the facilities of the Chippewa Valley Regional Airport, both jointly and severally, for itself, its heirs, administrators, executors, successors and assigns, it hereby knowingly, willingly and voluntarily assumes all risks of accident or damage to itself or to its employees and personnel, or to its property, and agrees to assume all responsibility, hold harmless, indemnify and defend Eau Claire County, and the Chippewa Valley Regional Airport and its Airport Commission and their officers, agents and employees from all claims, loss, cost or expense for any injury or damage caused by the Council to other person(s) or other property arising directly or indirectly out of its participation in said Air Show.

The Council will also provide all necessary protective clothing or any other protective equipment and shall be personally responsible for its own safety, and the safety of its employees and personnel during or while participating in said Air Show and any activities connected with said Air Show.

M. **Liability.** It is mutually agreed by the Commission and Council that, as related to this Agreement, any loss or expense or resultant legal liability, involving personal injury or property damage, will be the responsibility of the party whose officer, employee or agent may have caused the loss or expense by his or her respective actions, acts, activities or omissions which occurred or may occur in connection with this agreement.

N. **Additional Terms and Conditions:**

1. **Place of Agreement.** The place of this agreement shall be at the Chippewa Valley Regional Airport. Performances herein required shall take place in the immediate vicinity thereof.
2. **Jurisdiction and Venue.** The laws of the State of Wisconsin shall govern this Contract and executed amendments thereto. Venue for all legal proceedings arising out of this Contract, or breach thereof, shall be exclusively in Eau Claire County Circuit Court, Eau Claire, Wisconsin.
3. **Modifications to Agreement.** There shall be no modifications to this contract except in writing, executed with the same formality as this instrument and mutually agreed upon by the parties hereto.
4. **Entirety of Agreement.** This instrument constitutes the entirety of the agreement between the parties hereto regarding the subject matter hereof, prior written or oral agreements or understanding notwithstanding.
5. **Waiver of Breaches.** Waiver of any breach of any provision of this contract shall not constitute waiver of any other or any subsequent breaches.
6. **Notices.** Notices required or advisable under the terms of this Agreement shall be communicated in writing by either personal delivery or certified mail to the following named representatives of the parties hereto: Upon the Commission, in writing or delivered personally or by certified mail upon the Airport Director, Chippewa Valley Regional Airport, 3800 Starr Ave., Eau Claire, WI; Upon the Council, in writing, by personal delivery, or by certified mail upon Scout Executive, Chippewa Valley Council, B.S.A., Inc., 710 Hastings Way, Eau Claire, WI, 54701.
7. **Prohibiting Possessing, Carrying or Bearing any Firearm or Weapon within County-Owned Buildings.** Both parties acknowledge and agree that Eau Claire County Ordinance § 9.46.010 prohibits persons other than persons exempted by Eau Claire County Ordinance § 9.46.080 (i.e. law enforcement officers) from possessing,

carrying or bearing any firearm or weapon within county-owned buildings. Since the air show is a special event, under Wis. Stat. § 943.13(1m)(c) 3, the Council agrees that the prohibition stated above will apply to all persons entering the Airport premises except for firearms or weapons left in a vehicle driven or parked on the premises. Council agrees that said prohibition shall be in full force and effect during the contract term. Council agrees to promptly report any violations of this prohibition to law enforcement personnel. The Council agrees to sign the leased premise so as to give reasonable notice of the weapons restriction to all persons entering the Airport premises.

8. **Assignment.** There shall be no assignment of any of the rights, responsibilities or duties of the Council under this contract, unless agreed to in writing by the Commission.
9. **Commission Booth.** The Council will allow the Commission to have a booth on the air show grounds to communicate with the public.

Both parties hereto, having read and understood this agreement, consisting of six (6) typewritten pages hereby affix their duly authorized signatures.

**CHIPPEWA VALLEY REGIONAL AIRPORT
COMMISSION BY:**

CHARITY ZICH, AIRPORT DIRECTOR

(Date)

**CHIPPEWA VALLEY COUNCIL, B.S.A., INC.
BY:**

TIM MOLEPSKE, SCOUT EXECUTIVE

(Date)

**GENERAL RELEASE AND INDEMNIFICATION
PERFORMER**

KNOW ALL MEN BY THESE PRESENTS:

That in consideration of the privilege of participating, either directly or by our employees and personnel, in the "Chippewa Valley Air Show" sponsored by the Chippewa Valley Council, B.S.A., Inc., and the privilege of using the facilities of the Chippewa Valley Regional Airport, we, the undersigned, both jointly and severally, for ourselves, our heirs, administrators, executors, successors and assigns, do hereby knowingly, willingly and voluntarily assume all risks of accident or damage to ourselves or to our employees and personnel, or to our property, and we agree to assume all responsibility, hold harmless, indemnify and defend Eau Claire County, the Chippewa Valley Regional Airport and its Airport Commission and their officers, agents and employees from all claims, loss, cost or expense for any injury or damage caused by us to other person(s) or other property arising directly or indirectly out of our participation in said Air Show. This general release and indemnification covers the period of May 28, 2022 through June 6, 2022 and any other dates that may be in any way connected with said Air Show.

We do hereby certify that all persons signing this General Release and Indemnification are over twenty-one (21) years of age and that they have the authority to sign and bind said employer, hereto, and that we will provide all necessary protective clothing or any other protective equipment and shall be personally responsible for our own safety, and the safety of our employees and personnel during or while participating in said Air Show and any activities connected with said Air Show.

(NAME)

(COMPANY)

(SIGNATURE)

(DATE)

**GENERAL RELEASE AND INDEMNIFICATION
CHIPPEWA VALLEY COUNCIL, B.S.A. Inc.**

KNOW ALL MEN BY THESE PRESENTS:

That in consideration of the privilege of participating, either directly or by our employees and personnel, in the "Chippewa Valley Air Show" sponsored by the Chippewa Valley Council, B.S.A. Inc., and the privilege of using the facilities of the Chippewa Valley Regional Airport, we, the undersigned, both jointly and severally, for ourselves, our heirs, administrators, executors, successors and assigns, do hereby knowingly, willingly and voluntarily assume all risks of accident or damage to ourselves or to our employees and personnel, or to our property, and we agree to assume all responsibility, hold harmless, indemnify and defend Eau Claire County, the Chippewa Valley Regional Airport and its Airport Commission and their officers, agents and employees from all claims, loss, cost or expense for any injury or damage caused by us to other person(s) or other property arising directly or indirectly out of our participation in said Air Show. This general release and indemnification covers the period of May 28, 2022 through June 6, 2022 and any other dates that may be in any way connected with said Air Show.

We do hereby certify that all persons signing this General Release and Indemnification are over twenty-one (21) years of age and that they have the authority to sign and bind said employer, hereto, and that we will provide all necessary protective clothing or any other protective equipment and shall be personally responsible for our own safety, and the safety of our employees and personnel during or while participating in said Air Show and any activities connected with said Air Show.

**CHIPPEWA VALLEY COUNCIL, B.S.A., INC.
BY:**

Tim Molepske, Scout Executive

(Date)

**ADDENDUM 2
TO
CHIPPEWA VALLEY REGIONAL AIRPORT
RENT-A-CAR CONCESSION AGREEMENT**

WHEREAS, On January 1, 2016, the Chippewa Valley Regional Airport Commission (“Commission”) and Midwestern Wheels, Inc. (d/b/a Avis Rent A Car and Budget Rent A Car System Licensee), (“Company”) entered into a lease agreement (“Agreement”) to allow the Company to operate a Rent-A-Car Concession at the Chippewa Valley Regional Airport (“CVRA”). The Agreement was assigned to Avis Budget Car Rental, LLC on May 25, 2018.

WHEREAS, Addendum 1 to the Rent-A-Car Concession Agreement extended the term of the lease to December 31, 2021;

WHEREAS, in March 2020, the World Health Organization, the government of the United States, the State of Wisconsin and Eau Claire County all declared a state of emergency in response to the Coronavirus COVID-19 worldwide pandemic. These declarations of emergency along with the subsequent travel restriction imposed by various state governments and the federal government have greatly reduced the amount of aviation activity in Wisconsin and throughout the United States. This resulted in a significant drop in business for Lessee and the industry is still in recovery from the pandemic;

The parties agree to the following addendum (“Addendum”) to the Agreement to add language to amend the term of the Agreement as follows:

Page 2, Section 3. Term. The lease term is extended to December 31, 2022.

Page 2, Section 4. Rent. Monthly premises rental payments for January 1 through December 31, 2022 shall be at the rate of \$475.71.

Page 2, Section 5. Concession Fee. If the number of passengers deplaning on scheduled airline flights at the CVRA during any calendar month, shall be lower than 75% of the number of such deplaning passengers for the same calendar month of the immediately preceding contract year or of the year immediately preceding the first contract year, the minimum monthly concession fee herein provided shall be abated for the period of time the condition continues to exist. During this time, the Company agrees to pay to the Commission 10% of gross revenues. All other concession fee, rent payments and parking payments are due as described in the Agreement and this Addendum.

Monthly minimum concession fee payments, if applicable, for this addendum period shall continue at the 2020 rate of \$1800.00.

ADDENDUM 2 TO CHIPPEWA VALLEY REGIONAL AIRPORT
RENT-A-CAR CONCESSION AGREEMENT
PAGE 2

Page 4, Section 7. Assigned Parking Spaces. The monthly fee for parking spaces in the car rental parking lot for January 1 through December 31, 2022 shall be at the rate of \$109 for 24 spaces and the overflow rate is \$6 per car in the long term parking lot. An additional 12 spaces may be leased in the car rental parking lot for \$54 per month upon mutual agreement of both parties.

Except as herein specifically modified and amended the Agreement shall remain in full force and effect in accordance with the terms thereof.

**CHIPPEWA VALLEY REGIONAL AIRPORT
COMMISSION (LESSOR) BY:**

Charity Zich, Airport Director

Date

**AVIS BUDGET CAR RENTAL, LLC
(LESSEE) BY:**

Robert Muhs, Vice President
Government Affairs

Date

**ADDENDUM 2
TO
CHIPPEWA VALLEY REGIONAL AIRPORT
RENT-A-CAR CONCESSION AGREEMENT**

WHEREAS, On January 1, 2016, the Chippewa Valley Regional Airport Commission (“Commission”) and Enterprise Rent-A-Car Company of Wisconsin, LLC., (“Company”) entered into a lease agreement (“Agreement”) to allow Company to operate a Rent-A-Car Concession at the Chippewa Valley Regional Airport (“CVRA”).

WHEREAS, Addendum 1 to the Rent-A-Car Concession Agreement extended the term of the lease to December 31, 2021;

WHEREAS, in March 2020, the World Health Organization, the government of the United States, the State of Wisconsin and Eau Claire County all declared a state of emergency in response to the Coronavirus COVID-19 worldwide pandemic. These declarations of emergency along with the subsequent travel restriction imposed by various state governments and the federal government have greatly reduced the amount of aviation activity in Wisconsin and throughout the United States. This has resulted in a significant drop in business for Lessee and the industry is still in recovery from the pandemic.

The parties agree to the following addendum (“Addendum”) to the Agreement to add language to amend the term of the Agreement:

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Monthly minimum concession fee payments, if applicable, for this addendum period shall continue at the 2020 rate of \$2683.86.

ADDENDUM 2 TO CHIPPEWA VALLEY REGIONAL AIRPORT
RENT-A-CAR CONCESSION AGREEMENT
PAGE 2

Page 4, Section 7. Assigned Parking Spaces. The monthly fee for parking spaces in the car rental parking lot for January 1 through December 31, 2022 shall be at the rate of \$109 for 24 spaces and the overflow rate is \$6 per car in the long term parking lot. An additional 12 spaces may be leased in the car rental parking lot for \$54 per month upon mutual agreement of both parties.

Except as herein specifically modified and amended the Agreement shall remain in full force and effect in accordance with the terms thereof.

**CHIPPEWA VALLEY REGIONAL AIRPORT
COMMISSION (LESSOR) BY:**

Charity Zich, Airport Director

Date

**ENTERPRISE RENT-A-CAR COMPANY
OF WISCONSIN, LLC (LESSEE) BY:**

James Strack, Vice President/General Manager

Date