

AGENDA
Chippewa Valley Regional Airport Commission
Friday, October 22, 2021, 7:30 a.m.
Virtual Meeting via Webex

Join WebEx Meeting:

<https://eauclairecounty.webex.com>

Meeting ID: 2599 774 3989 Password: Rfc5G6mFb7X

*Meeting audio can be listened to using this Audio conference dial in information.

Audio conference:

1-415-655-0001 Access Code: **25997743989##**

Please mute personal devices upon entry

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

1. Call To Order
2. Confirmation of Meeting Notice
3. Roll Call - Voice
4. Approval of Minutes
 - a. September 17, 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
 - Digital Marketing Campaign Performance
 - Airport Community Outreach
 1. Discussion/Action

b. Project Summary

- 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

9. New Business:

a. Approval to Proceed with Hangar Design Contracts for 2022 Hangar Construction

1. Discussion/Action

10. Discuss Future Agenda Items

11. Set Future Meeting Dates and Times

12. Adjournment

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

MINUTES

Chippewa Valley Regional Airport Commission Friday, September 17, 2021, 7:30 am Virtual Meeting via Webex

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

MEMBERS ABSENT: None

OTHERS PRESENT: Amy Michels and Rachel Usher-Mead & Hunt, Heather DeLuka-Airport Neighborhood Association, Charity Zich-Airport Director, Todd Norrell-Airport Maintenance Supervisor 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 Hoeft, Chuck Hull, Kevin Stelljes and Barry Wells were present via Webex virtual meeting.
4. **Approval of Minutes:**
 - a. **August 20, 2021 Regular Commission Meeting:**

On a motion by Com. Hoeft, seconded by Com. Wells, the minutes of the August 20, 2021 meeting were approved as submitted.
(Ayes 7-Nayes 0)
5. **CVRA Finance and Activity Reports:**
 - a. **Expense Vouchers, Credit Card Charges and Financial Report:** The Airport Director noted that the remaining CARES operations and maintenance grant funds will be reallocated to a CARES development grant.

On a motion by Com. Francis, seconded by Com. Hull, the expense vouchers were approved as submitted.
(Ayes 7-Nayes 0)
 - b. **Key Indicators:**
 - **Airline Operations**
 Airline Enplanements are up for the month and for the year as compared to 2020. August 2021 enplanements are down 15% over August 2019.
 - **Car Rental Operations**
 Cars rented are up for the month, up 29% YTD over 2020 and down 25% YTD over 2019.
 - **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 thanked the Airport and Commission for reaching out to the airport neighbors regarding the perimeter fence project changes. Written comments regarding the fence project were also received from Lisa Tichey and Floretta Mooney.
- 7. **Operational Matters:**
 - a. **Airport Operations Report**
 - **Airport Community Outreach:** The Commission reviewed the Airport Community Outreach opportunities and events. The Business at the Airport event took place on September 13th and was held outside. The Chamber advised that approximately 150 attendees participated and it was overall a success.
 - b. **Airport Strategic Plan Update/Review**
 - **Operational Review:** The September operational review covered the FBO Lease and Maintenance. The Airport Director is to reach out to Hawthorne to restart discussions on the maintenance issues with the current leases.
 - c. **Project Summary**
 - **AIP 46 Multi-Function Snow Removal Equipment and Markings – FY20:** The new snow removal equipment has been delivered and assembled.
 - **AIP 47 Phase I fence design, Taxiway A Lighting Design and Construction, ARFF Building Design – FY20:** The fence project will be discussed later in the agenda. Rachel from Mead & Hunt reviewed exterior renderings for the ARFF Building Reconstruction. Bids are planned for early October with construction expected to take between 12-18 months to complete once approved.
 - **AIP 48 Rwy 4/22 and Taxiway A Rehabilitation – FY21:** FAA grant has been received. We are waiting to hear if the contractor plans to start this year.
 - **AIP 49 ARFF Building Reconstruct– FY22:**
 - **AIP 50 Master Plan Update – FY22:** No update
 - **AIP 51 Phase II Design and Construct Wildlife Fence and Wildlife Study Recommendations – FY22:** No update
 - **State Aid 66 Equipment Storage Building Addition Project – FY20:** No update
 - **K-Row Hangar Construction Project – FY20:** No update
 - **Airport Parking Equipment Replacement – FY21:** No update
 - **Corporate Hangar Construction – FY21:** FAA grant has been received.

8. Previous Business:

a. Airport Fence Project Approval

Commissioners reviewed and discussed the Alternate 2 fence project and communication on changes from Alternate 1 to Alternate 2 that was sent to the Airport Neighborhood Association, the airport neighbors who had provided email addresses from the Airport Listening Session and the City of Eau Claire.

On a motion by Com. Francis, seconded by Com. Bowe, the Alternate 2 Design of the Airport Fence Project was approved as submitted.

(Ayes 7-Nayes 0)

9. New Business:

a. Approval to Resolution 21-22/050 to Abolish One Part-Time (0.5 FTE) Maintenance Technician and to Create One Full-Time (1.0 FTE) Maintenance Technician

On a motion by Com. Wells, seconded by Com. Francis, the Resolution 21-22/050 to Abolish One Part-Time (0.5 FTE) Maintenance Technician and to Create One Full-Time (1.0 FTE) Maintenance Technician was approved.

(Ayes 7-Nayes 0)

10. Discuss Future Agenda Items: None

11. Set Future Meeting Dates and Times: The next Regular Commission Meetings are planned for October 22nd, November 19th and December 17th.

12. Adjournment:

On a motion by Com. Francis, seconded by Com. Wells, the meeting was adjourned at 8:15 am.

(Ayes 7-Nayes 0)

Respectfully Submitted,

Scott Francis, Secretary

September Vouchers for approval October 22, 2021

Cintas	Uniforms & Towels	53510-298	\$194.55
City of Eau Claire	Airport Water/Sewer Charges - Q3	53510-221	\$13,015.02
<i>City of Eau Claire</i>	<i>ATCT Water/Sewer Charges - Q3</i>	<i>53515-221</i>	<i>\$247.98</i>
Digicopy	Rack card, aerial photo and airport map printing	53510-313	\$116.59
Eau Claire County Highway Dept.	MTE 3 Mechanic Service Call	53510-241	\$141.74
Goettl Excavating, LLC	Remove obstructions from the Rwy 04/22 object free area	53510-246	\$2,500.00
Halladay Technologies	Annual Calibration of RT3 Friction Testing Equip.	53510-246	\$2,212.65
JM Janitorial	Janitorial Services	53510-200	\$729.00
Lakeland Overhead Door	Airline Baggage Door Cable Adjustment	53510-248	\$140.00
Sojern, Inc.	Online display advertising, September	53510-327	\$2,802.66
Xcel Energy	Terminal Gas/Electric - September	53510-222/224	\$8,812.38
<i>Xcel Energy</i>	<i>ATCT Gas/Electric - September</i>	<i>53515-222/224</i>	<i>\$1,450.00</i>
<i>ITALICIZED items = Tower Expenses</i>			
			TOTAL
			<u>\$32,362.57</u>

September Credit Card Charges

COUSINS SUBS #1197	United Way Sandwiches	23907-000	355.00
AIRPORT LIGHTING COMPANY	14/32 Regulator Repairs	53510-246	3020.56
EAU CLAIRE CHAMBER	Membership	53510-324	399.00
ADVANCE MEDIA NEW YORK	August Marketing	53510-327	4775.00
BP #2033637 EC	Training	53510-340	8.38
SUBWAY 18796 EC	Training	53510-340	42.19
FEDEX	Postage	53510-311	7.50
TRANSPORTATION SECURITY	Building	53510-248	130.00
FEDEX	Postage	53510-311	15.78
HANGAR 54 GRILL	Employee Recognition	53510-327	25.00
USPS	Postage	53510-311	26.98
GOLD CROSS ANSWERING SVC	Telephone	53510-225	59.83
STANDARD SIGNS INC	Lighting Repairs - Lighting Damage Claim	53510-515	345.42
FARM & FLEET CF	Building	53510-248	30.89
FARM & FLEET CF	Vehicle	53510-241	35.88
INTERSTATE BATTERY	Building	53510-248	70.00
INTERSTATE BATTERY	Building	53510-248	70.00
GENESIS LAMP CORP	Airfield Bulbs	53510-246	296.35
PETERBILT OF EAU CLAIRE	Vehicle Filters	53510-241	404.87
<i>PETERBILT OF EAU CLAIRE</i>	<i>ATCT Building</i>	<i>53515-248</i>	<i>72.47</i>
PETERBILT OF EAU CLAIRE	Grounds	53510-246	33.18
SOUTHSIDE TIRE CF	Grounds	53510-246	40.96
ALL SEASON TIRE PROS	Grounds	53510-246	29.70
BOBCAT PLUS - CF	Tool Cat Filters	53510-241	373.69
FARM & FLEET CF	Vehicle	53510-241	3.99
CED 1942 DS	Building	53510-248	25.66
MENARDS EAU CLAIRE WEST	Building	53510-248	32.13
WD LARSON COMPANIES INC	Grounds	53510-246	37.56
FARRELL EQUIPMENT	K-Row Bollards	53510-246	842.50
SHERWIN WILLIAMS	Airfield Paint	53510-546	962.27
STAPLES	Office Supplies	53510-340	58.69
STAPLES	Janitorial	54510-248	877.01
			TOTAL
			<u>\$13,508.44</u>

Chippewa Valley Regional Airport							
2021 BUDGET COMPARISON Estimated September 30, 2021							
#	Item	12 Month Budget 2021	Budget YTD Allocated	Actual as of 9/30/21 (75%)	Variance YTD	Balance Remaining For Year	Estimate
Income				75.00%			
41110	Contrib From Eau Claire Cty	\$403,020	\$302,265	\$302,265	\$0.00	\$100,755.00	\$403,020
43790	Contrib From Chippewa Cty	\$131,574	\$98,681	\$131,574	\$32,893.50	\$0.00	\$131,574
Sub-Total Tax Revenue		\$534,594	\$400,945.50	\$433,839.00	\$32,893.50	\$100,755.00	\$534,594
46341	Air Terminal	\$156,631	\$117,473	\$121,658	\$4,184.74	\$34,973.01	\$163,355
46342	FBO	\$127,522	\$95,642	\$91,329	(\$4,312.47)	\$36,192.97	\$127,522
46343	Airfield	\$134,917	\$101,188	\$105,255	\$4,067.55	\$29,661.70	\$137,817
46344	Hangars	\$227,184	\$170,388	\$200,578	\$30,190.11	\$26,605.89	\$227,184
46345	Parking	\$100,000	\$75,000	\$89,322	\$14,321.71	\$10,678.29	\$121,000
46346	Rental Cars	\$85,000	\$63,750	\$129,137	\$65,387.24	(\$44,137.24)	\$160,000
46349	Ground Handling	\$0	\$0	\$8,000	\$8,000.00	(\$8,000.00)	\$24,000
48902	Vehicle Fuel Reimbursement	\$15,000	\$11,250	\$14,278	\$3,027.54	\$722.46	\$16,000
48903	Equipment Rental	\$0	\$0	\$800	\$800.00	(\$800.00)	\$1,200
Sub-Total Operating Revenue		\$846,254	\$634,691	\$760,357	\$125,666.42	\$85,897	\$978,078
Sub-Total Taxes and Operating Rev.		\$1,380,848.00	\$1,035,636.00	\$1,194,195.92	\$158,559.92	\$186,652.08	\$1,512,672.03
48691	Other Revenue	\$5,000	\$3,750	\$11,754	\$8,004.26	(\$6,754.26)	\$12,000
48900	Insurance Refunds	\$0	\$0	\$10,740	\$10,739.61	(\$10,739.61)	\$17,000
48901	PF	\$43,900	\$32,925	\$56,591	\$23,665.55	(\$12,690.55)	\$75,000
43690-91	Airport Grants	\$3,718,213	\$2,788,660	\$665,096	(\$2,123,564.25)	\$3,053,117.50	\$665,096
49210	Transfer Fr. Gen'l Fund	\$0	\$0	\$0	\$0.00	\$0.00	\$0
49300	Airport Fund Balance Applied	-\$434,427	-\$325,820	\$0	\$325,820.25	(\$434,427.00)	\$0
Sub-Total Other Revenue		\$3,332,686	\$2,499,514.50	\$744,179.92	(\$1,755,334.58)	\$2,588,506.08	\$769,096
TOTAL INCOME		\$4,713,534	\$3,535,150.50	\$1,938,375.84	(\$1,596,774.66)	\$2,775,158.16	\$2,281,768
Expenses							
53510-111	Salary Perm-Regular	\$373,746	\$280,310	\$258,457.83	(\$21,851.67)	\$115,288.17	\$388,246
-112	Salary Perm-OT	\$12,000	\$9,000	\$6,670.00	(\$2,330.00)	\$5,330.00	\$12,000
-114	Salary-On Call Pay	\$5,200	\$3,900	\$3,800.00	(\$100.00)	\$1,400.00	\$5,200
-121	Salary Temp Regular	\$7,000	\$5,250	\$6,742.70	\$0.00	\$257.30	\$7,000
-130	Employee Benefits	\$4,200	\$3,150	\$3,150.00	\$0.00	\$1,050.00	\$4,200
-136	PTO-ELB-Lump Sum Payout	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-141	Board & Comm Per Diem	\$4,080	\$3,060	\$3,750.00	\$690.00	\$330.00	\$4,080
-142	Cnty Brd & Comm Mile	\$900	\$675	\$49.51	(\$625.49)	\$850.49	\$50
-150	Health Ins Incentive	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-151	Social Security	\$30,141	\$22,606	\$19,384.04	(\$3,221.71)	\$10,756.96	\$31,241
-152	Retirement Emplr Share	\$24,186	\$18,140	\$15,957.55	(\$2,181.95)	\$8,228.45	\$25,186
-153	HSA Contribution	\$3,500	\$2,625	\$3,562.50	\$937.50	(\$62.50)	\$3,500
-154	Hos & Health Ins	\$85,720	\$64,290	\$62,389.16	(\$1,900.63)	\$23,330.56	\$85,720
-155	Life Insurance	\$87	\$65	\$109.05	\$43.80	(\$22.05)	\$87
-158	Unemployment Comp	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-200	Contract Svcs	\$39,500	\$29,625	\$1,836.00	(\$27,789.00)	\$37,664.00	\$10,000
-212	Attorney Fees	\$6,000	\$4,500	\$2,736.50	(\$1,763.50)	\$3,263.50	\$5,000
-213	Accounting & Audit	\$5,100	\$3,825	\$0.00	(\$3,825.00)	\$5,100.00	\$5,100
-221	Water & Sewer	\$54,636	\$40,977	\$38,714.82	(\$2,262.18)	\$15,921.18	\$52,000
-222	Electric	\$99,940	\$74,955	\$70,560.63	(\$4,394.37)	\$29,379.37	\$99,940
-224	Gas & Fuel Oil	\$37,600	\$28,200	\$21,696.20	(\$6,503.80)	\$15,903.80	\$37,600
-225	Telephone	\$4,000	\$3,000	\$2,253.69	(\$746.31)	\$1,746.31	\$4,000
-226	Cellular Phone	\$1,380	\$1,035	\$1,234.70	\$199.70	\$145.30	\$2,000
-227	Dataline/Internet	\$500	\$375	\$19.17	(\$355.83)	\$480.83	\$20
-241	Motor Vehicle Maint	\$14,000	\$10,500	\$6,877.24	(\$3,622.76)	\$7,122.76	\$14,000
-246	Grounds Maint	\$100,000	\$75,000	\$38,790.39	(\$36,209.61)	\$61,209.61	\$100,000
-248	Building Maint	\$29,000	\$21,750	\$23,424.52	\$1,674.52	\$5,575.48	\$29,000
-249	Service on Machines	\$500	\$375	\$0.00	(\$375.00)	\$500.00	\$500
-297	Refuse Collection	\$1,600	\$1,200	\$1,319.76	\$119.76	\$280.24	\$1,320
-298	Laundry Services	\$3,500	\$2,625	\$2,650.66	\$25.66	\$849.34	\$3,500
-299	Sundry Contract Services	\$45,000	\$33,750	\$31,657.83	\$0.00	\$0.00	\$36,000
-310	Office Supplies	\$600	\$450	\$241.61	(\$208.39)	\$358.39	\$600
-311	Postage and Box Rent	\$600	\$450	\$666.95	\$216.95	(\$66.95)	\$700
-313	Printing & Dup	\$750	\$563	\$357.37	(\$205.13)	\$392.63	\$750
-320	Ref Materials	\$500	\$375	\$0.00	(\$375.00)	\$500.00	\$100
-321	Publish Legal Notices	\$100	\$75	\$0.00	(\$75.00)	\$100.00	\$100
-324	Membership Dues	\$4,000	\$3,000	\$3,613.00	\$613.00	\$387.00	\$4,000
-327	Marketing	\$55,000	\$41,250	\$37,459.13	(\$3,790.87)	\$17,540.87	\$55,000
-328	Airline Recruitment	\$10,000	\$7,500	\$500.00	(\$7,000.00)	\$9,500.00	\$5,000
-340	Travel-Train, Conf & Misc.	\$15,000	\$11,250	\$10,868.17	(\$381.83)	\$4,131.83	\$15,000
-366	Fire fight supplies	\$4,500	\$3,375	\$355.00	(\$3,020.00)	\$4,145.00	\$1,000
-377	Vehicle Fuel	\$35,000	\$26,250	\$23,927.34	(\$2,322.66)	\$11,072.66	\$35,000

#	Item	12 Month Budget 2021	Budget YTD Allocated	Actual as of 9/30/21 (75%)	Variance YTD	Balance Remaining For Year	Estimate
-510	Insurance	\$64,474	\$48,356	\$53,859.94	\$5,504.44	\$10,614.06	\$65,000
-515	Insurance Claims	\$0	\$0	\$26,699.88	\$26,699.88	(\$26,699.88)	\$30,000
-615	Special Assessment	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-813	Office Equipment	\$2,000	\$1,500	\$2,335.49	\$835.49	(\$335.49)	\$2,000
Sub-Total Operating Expense		\$1,185,539.72	\$889,154.79	\$788,678.33	(\$100,476.46)	\$396,861.39	\$1,180,739.27
53510-121	Sal Temp-Ground Handling	\$0	\$0	\$293.48	\$293.48	(\$293.48)	\$250
-122	Aircraft Handling OT	\$0	\$0	\$2,047.83	\$2,047.83	(\$2,047.83)	\$5,168
-151	Ground Handling FICA	\$0	\$0	\$179.10	\$179.10	(\$179.10)	\$419
-366	Ground Handling Supplies	\$0	\$0	\$608.86	\$608.86	(\$608.86)	\$2,800
Sub-Total Ground Handling Expense		\$0	\$0.00	\$3,129.27	\$3,129.27	(\$3,129.27)	\$8,637
53515-221	ATCT Water-Sewer-Strmwtr	\$1,061	\$796	\$742.62	(\$53.13)	\$318.38	\$1,000
-222	ATCT Electricity	\$16,000	\$12,000	\$12,110.40	\$110.40	\$3,889.60	\$16,000
-224	ATCT Gas & Fuel Oil	\$4,000	\$3,000	\$1,730.81	(\$1,269.19)	\$2,269.19	\$4,000
-225	ATCT Telephone	\$1,500	\$1,125	\$720.00	(\$405.00)	\$780.00	\$1,500
-248	ATCT Building Maintenance	\$15,000	\$11,250	\$5,216.43	(\$6,033.57)	\$9,783.57	\$15,000
Sub-Total Tower Expense		\$37,561	\$28,170.75	\$20,520.26	(\$7,650.49)	\$17,040.74	\$37,500
53610-810	Capital Equipment	\$60,000	\$45,000	\$24,500.00	(\$20,500.00)	\$35,500.00	\$54,500
-820	Capital Improvement	\$3,167,000	\$2,375,250	\$194,484.80	(\$2,180,765.20)	\$2,972,515.20	\$361,600
-829	Other Capital Improvement	\$263,433	\$197,575	\$93,624.14	(\$103,950.61)	\$169,808.86	\$165,000
58102-613	Principal/Trust Fund	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
58202-613	Interest/Trust Fund	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
Sub-Total Capital Expense		\$3,490,433	\$2,617,824.75	\$312,608.94	(\$2,305,215.81)	\$3,177,824.06	\$581,100
TOTAL EXPENSE		\$4,713,534	\$3,535,150.29	\$1,124,936.80	(\$2,413,342.76)	\$3,591,726.19	\$1,799,339
NET OPERATING INCOME		\$0	\$0	\$813,439.04		(\$816,568.03)	\$482,428
<u>Cash Balance</u>							
	Per 2018 Audit Report	\$975,882					
	Per 2019 Audit Report	1,362,194					
	Per 2020 Audit Report	2,393,606					
	2021 Estimate	2,876,034					

Chippewa Valley Regional Airport
Traffic Statistics
 September 2021

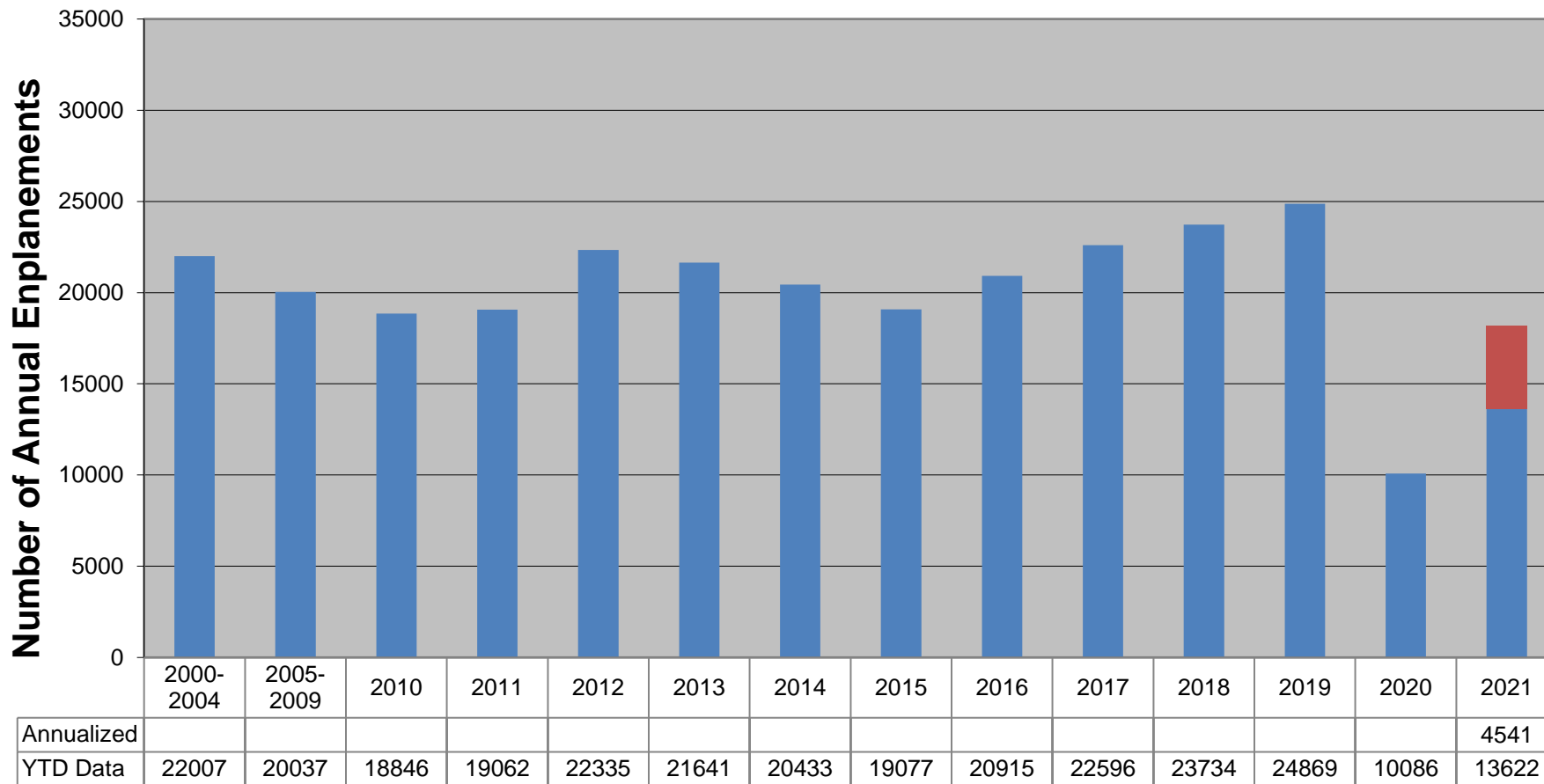
AIRLINE PASSENGERS	Month			21/20 % Diff.	21/19 % Diff.	Year to date			21/20% Diff.	21/19 % Diff.
	2021	2020	2019			2021	2020	2019		
UNITED Enplaned	1807	668	1912	171%	-5%	13180	6934	16777	90%	-21%
CHARTERS Enplaned						<u>275</u>	<u>707</u>	<u>1730</u>	-61%	-84%
Total Enplaned						13455	7641	18507	76%	-27%
UNITED Deplaned	1726	659	1713	162%	1%	13368	7025	16379	90%	-18%
CHARTERS Deplaned						<u>275</u>	<u>707</u>	<u>1730</u>	-61%	-84%
Total Deplaned						13643	7732	18109	76%	-25%
Total Enplaned/Deplaned	3533	1327	3625	166%	-3%	27098	15373	36616	76%	-26%
UA Departure Load Factor	59%	23%	61%			49%	30%	64%		
UA Arrival Load Factor	61%	22%	68%			51%	28%	64%		
UNITED PERFORMANCE	2021	2020	2019			2021	2020	2019		
Scheduled Flights/Landings	60	59	60	2%	0%	546	491	546	11%	0%
Canceled Flights										
Xnld for Wx	1	0	3			22	6	29		
Xnld for Mx	0	0	0			0	0	3		
Xnld Other	<u>0</u>	<u>0</u>	<u>1</u>			<u>1</u>	<u>12</u>	<u>2</u>		
Total	1	0	4	#DIV/0!	-75%	23	18	34	28%	-32%
Total Landings	59	59	56	0%	5%	523	473	512	11%	2%
EAU Arrival	2021	2020	2019			2021	2020	2019		
Completion Factor	98%	100%	93%			96%	96%	94%		
OnTime %	85%	97%	72%			81%	85%	67%		
EAU Departure										
Completion Factor	98%	100%	93%			96%	96%	94%		
OnTime %	87%	95%	73%			83%	86%	77%		
ORD Arrival										
Completion Factor	98%	100%	93%			96%	96%	94%		
OnTime %	85%	98%	75%			83%	87%	75%		

All on time arrivals/departures follow DOT methodology.

Landline

Leg O&D	Month	Total
EAU-MSP	September	6
MSP-EAU	September	<u>2</u>
	TOTAL	8

Chippewa Valley Regional Airport Scheduled Air Carrier and Charter Enplanements



Years

Airline Analysis	7 Day			14 Day			21 Day		
	EAU	UA MSP	DL MSP	EAU	UA MSP	DL MSP	EAU	UA MSP	DL MSP
CUN - Cancun *	<u>\$880</u>	\$1,235	\$950	<u>\$626</u>	\$685	\$670	<u>\$642</u>	\$590	\$605
MCO - Orlando *	<u>\$667</u>	\$921	\$572	\$525	\$459	\$397	<u>\$287</u>	\$304	\$447
PHX - Phoenix *	<u>\$548</u>	\$774	\$1,057	\$497	\$320	\$452	<u>\$470</u>	\$435	\$437
	10/22-10/24			10/29-10/31			11/5-11/7		
ORD - Chicago **	\$574	\$232	\$157	\$464	\$127	\$147	\$408	\$117	\$147
DEN - Denver **	\$794	\$346	\$347	\$599	\$175	\$217	\$444	\$146	\$207
LAS - Las Vegas **	\$534	\$439	\$417	<u>\$299</u>	\$211	\$207	\$298	\$211	\$167
EWR - Newark **	<u>\$355</u>	\$315	\$297	<u>\$337</u>	\$244	\$247	\$301	\$143	\$193
IAD - Washington Dulles **	\$515	\$347	\$329	\$424	\$260	\$260	\$369	\$203	\$194
	10/19-10/21			10/26-10/28			11/2-11/4		

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

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

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

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

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

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

Number of Cars Rented

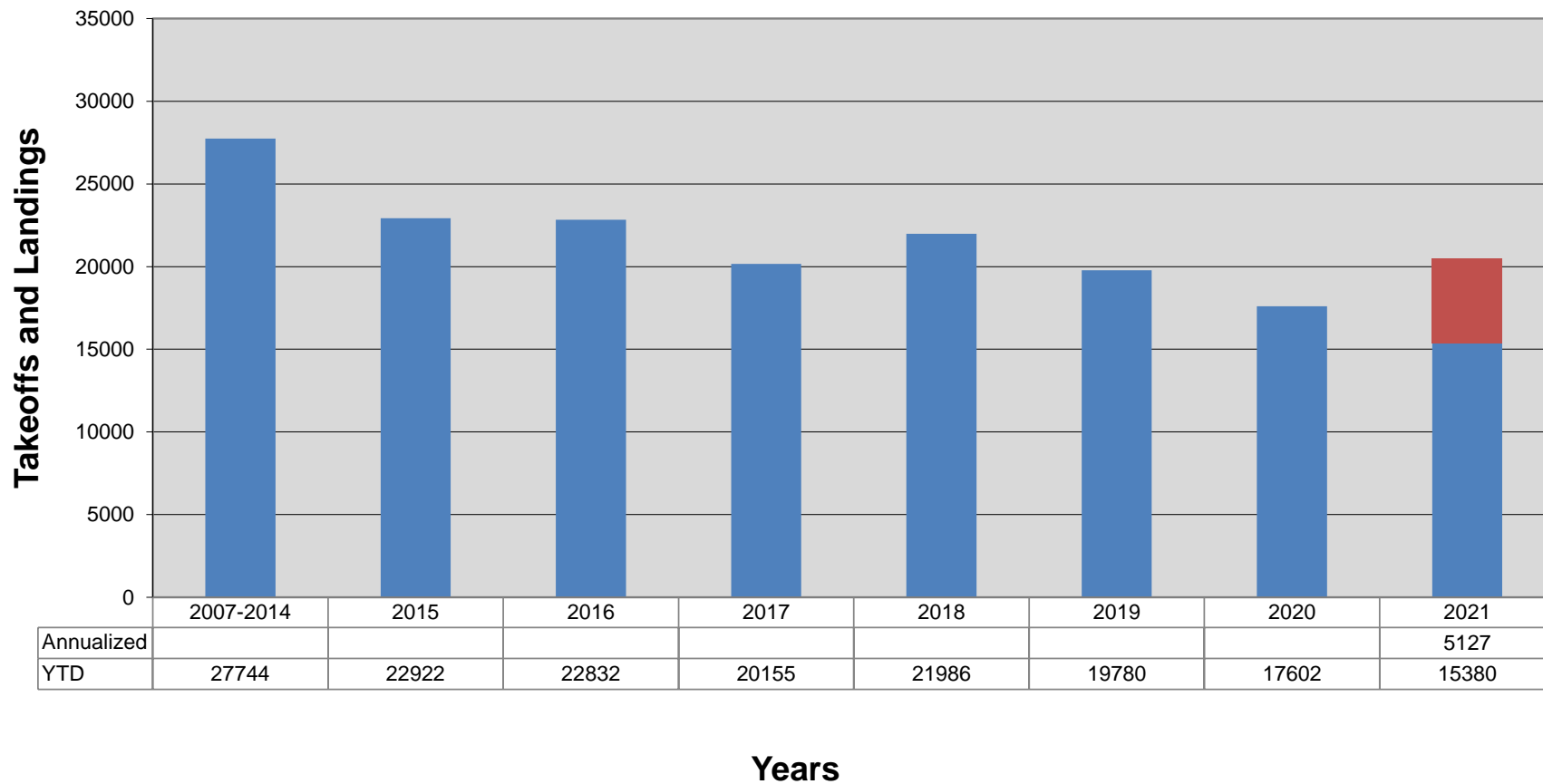
	<u>2021</u>	<u>2020</u>	<u>2019</u>	21/20 % Diff.	21/19 % Diff.
January	276	515	345	-46%	-20%
February	231	472	361	-51%	-36%
March	369	360	433	2%	-15%
April	408	113	455	261%	-10%
May	438	141	533	211%	-18%
June	421	228	622	85%	-32%
July	468	288	690	63%	-32%
August	508	302	703	68%	-28%
September	451	328	617	38%	-27%
October		321	553	-100%	-100%
November		264	509	-100%	-100%
December		286	518	-100%	-100%
YTD	3570	2747	4759	30%	-25%

Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 September 2021

		Month		% Diff.	Year to date		% Diff.
		2021	2020		2021	2020	
Itinerant	Air Carrier	4	0	#DIV/0!	23	18	28%
	Commuter/ Air Taxi	232	202	15%	1960	1752	12%
	GA	1335	1057	26%	9739	7792	25%
Local	Military	60	71	-15%	443	293	51%
	GA	412	484	-15%	3073	3205	-4%
	Military	<u>4</u>	<u>26</u>	-85%	<u>142</u>	<u>38</u>	274%
TOTAL		2047	1840	11%	15380	13098	17%

Chippewa Valley Regional Airport Annual Air Traffic Control Tower Operations



Digital Campaign Performance

2/1 – 9/15





In 2021 we have continued to tailor our creative messaging and branding to restore confidence and faith for potential travelers regarding health and safety as we continue to navigate through the pandemic. As travel began to resume more and demand increased in Spring/Summer, we began more openly pushing the message of booking now.

We promote EAU's reliable dependable service with United to the local community, highlighting that people can enjoy connections to anywhere in the world right from their more convenient local airport when they fly to Chicago & beyond.

We highlight the top benefits of flying with a smaller airport while touching on the measures the airport is taking to keep people safe & healthy.



Our creative messaging focuses on continuing to engage the community's commitment to fly local with EAU. We strive to capture more of EAU's catchment and increase passenger retention through multiple digital campaign tactics that follow a person's path to booking from the moment they start thinking about a trip to the moment they book.

Our campaign focuses on:

- Business travel
- Leisure travel
- VFR Travel (Visiting friends & relatives)

Our messaging will be pulled across multiple digital campaign platforms providing consistent and compelling messaging with:

- Lat/Long Targeting (impacting awareness / decreasing leakage)
- Behavioral Targeted Online Video (YouTube) (impacting awareness)
- Paid Social (FB/IG) (impacting engagement)
- Re-messaging (Site & creative) (impacting conversions)
- Paid Search (SEM) (impacting conversions)



Overview

Reporting Dates: **02/01/21** - **09/15/21**

With **928,059** brand impressions and **15,088** clicks to your site.

928,059

IMPS

15,088

CLICKS

1.63%

CTR

BRAND AWARENESS

844.81 hours in brand exposure.



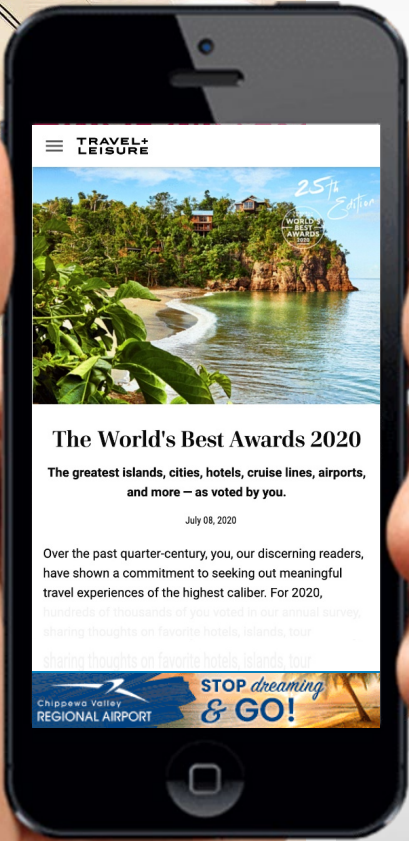
LAT / LONG Targeting- Leakage/ Awareness

Impressions served – 168,351

Clicks to landing page – 1,017

CTR – .60%

(industry average CTR = .06%)



Advance captures mobile app IDs of travelers when they are in EAU's competitive airports:

MSP



We serve EAU's message only to those mobile app IDs that travel to EAU's catchment area.



Impacting Awareness - Behavioral Targeted Online Video

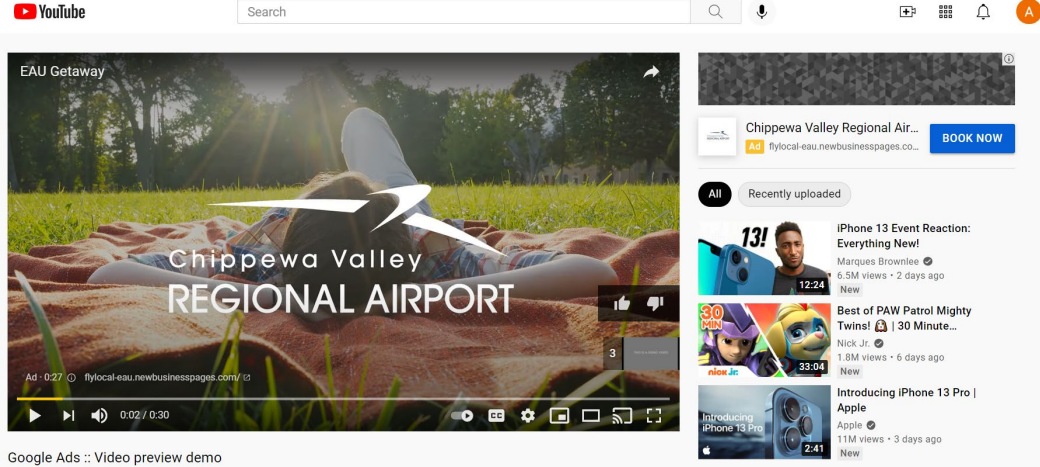
Promoting the benefits of flying local to the community

Impressions served – 211,436

Clicks to landing page – 143

Completed Views – 89,719

Completed view rate – 42.43%



*Industry average completed view rate is 31.9%





Engagement - Paid Social

Promoting the benefits of flying local to the community



Impressions served – 203,616

Clicks to landing page – 7,577

CTR – 3.72%

Engagements – 67,153

*Industry average CTR is .69%

 **Chippewa Valley Regional Airport** Sponsored · 

Been dreaming of paradise? Fly EAU & make your dream a reality! Flying local saves you time and money.



FLYLOCAL-EAU.NEWBUSINESSP...

Stop Dreaming & Go!

Committed to providing a safe st...

[LEARN MORE](#)

 Kathy Hanson and 5 others

1 Share



Like



Comment



Share







Engagement - Paid Social

Creative Breakout



Analytics Dates:
Feb. 1-June 16



 **Chippewa Valley Regional Airport** Sponsored · 🌐

Start planning your long-awaited reunion with friends and family. We're here when you're ready to fly.




FLYLOCAL-EAU.NEWBUSINESSP...
When it's Time to Reunite - Fly EAU [LEARN MORE](#)


  Sharyn Schneid... 8 Comments 4 Shares

 Like  Comment  Share


Impressions served – 94,792
Clicks to landing page – 3,840
CTR – 4.05%
Engagements – 42,539




 **Chippewa Valley Regional Airport** Sponsored · 🌐

Been dreaming of paradise? Fly EAU & make your dream a reality! Flying local saves you time and money.



FLYLOCAL-EAU.NEWBUSINESSP...
Stop Dreaming & Go! [LEARN MORE](#)
Committed to providing a safe st...

 Kathy Hanson and 5 others 1 Share

 Like  Comment  Share

Impressions served – 41,114
Clicks to landing page – 2,382
CTR – 5.79%
Engagements – 23,908

Analytics Dates:
June 23-Sept. 15





Engagement - Paid Social

Creative Breakout

Analytics Dates:
June 16-Sept. 15

Chippewa Valley Regional Airport
Sponsored (demo)

Been dreaming of paradise? Fly EAU & make your dream a reality! Flying local saves you time and money.

Chippewa Valley REGIONAL AIRPORT
UNITED
Operated by SkyWest Airlines

FLYLOCAL-EAU.NEWBUSINESSPAGES.COM
Stop Dreaming & Go!
Committed to providing a safe start to your journey. [Book Now](#)

27 6 Comments 3 Shares

Like Comment Share

Impressions served – 29,994

Clicks to landing page – 866

CTR – 2.89%

Engagements – 402

Chippewa Valley Regional Airport
Sponsored (demo)

Start planning your long-awaited reunion with friends and family. We're here when you're ready to fly.

WHEN IT'S TIME TO REUNITE
Fly EAU

Chippewa Valley REGIONAL AIRPORT

FLYLOCAL-EAU.NEWBUSINESSPAGES.COM
When it's Time to Reunite - Fly EAU
Your safety remains our top priority. [Learn More](#)

15 1 Share

Like Comment Share

Impressions served – 37,716

Clicks to landing page – 489

CTR – 1.30%

Engagements – 304

Analytics Dates:
Feb. 1-June 16



EAU Paid Social Demographics



Performance



Demographics



Platform



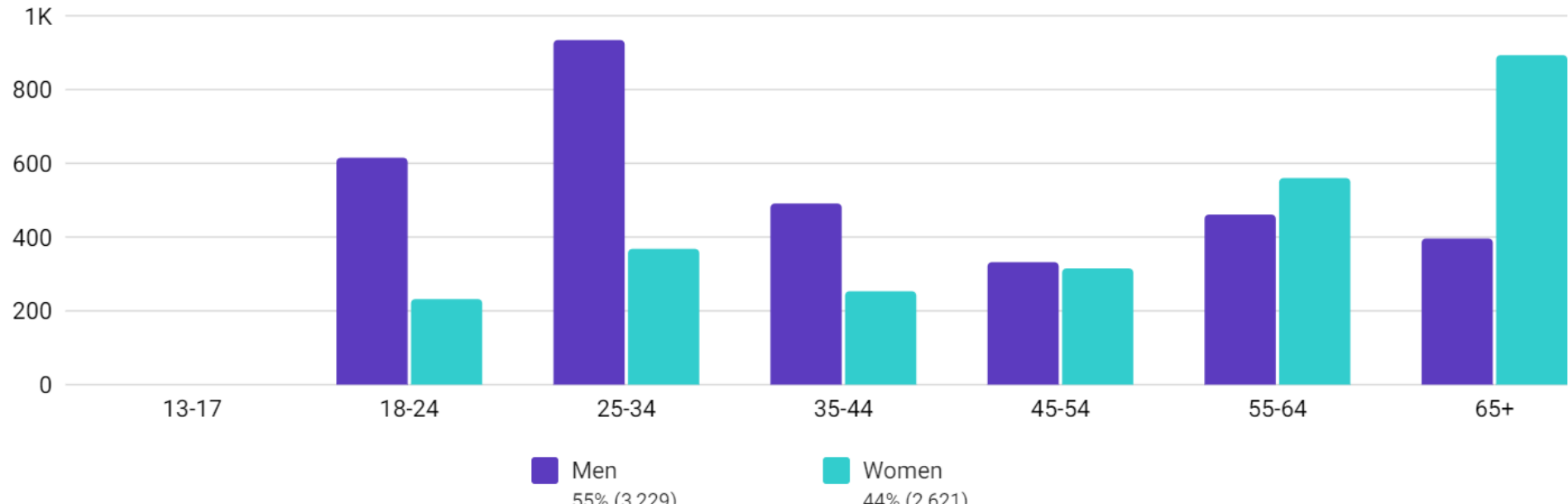
Delivery

Age and Gender Distribution

All



Results



Conversions - Search Engine Marketing

Impressions served – 68,730

Clicks to landing page – 6,194

CTR – 9.01%

Industry average CTR is 1.8%

Goal: EAU appears on first page of a search in a top position

Google Bing

Google

flights from eau claire wi to chicago il

All Flights News Maps Videos More Settings Tools

About 209,000 results (0.88 seconds)

Ad · www.priceline.com/

Flights From Eau Claire To Chicago - Eau Claire to Chicago

\$99+ **Flights**. Book at Priceline and Save. Over 100 Top Airlines to 1500+ Destinations. Priceline.com: More Ways to Save on **Flights**, Hotels, Cars and Packages! 24/7 Support. 24/7 Customer Support. 20+ Yrs. Of Trusted Deals. Our Bundles Save You More.

★★★★★ Rating for priceline.com: 4.4 - 309 reviews

Flights to Los Angeles - from \$61.20 - Free Cancel within 24 Hrs - More

Express Deals®
No Bidding Required.
Up to 60% Off Our Deepest Discounts

Become a Priceline VIP
Get Personalized Deals and Coupons.
Save more as a Priceline VIP.

Ad · www.myflightsearch.com/ (833) 200-3303

Flights to Eau Claire - Get The Best Flight Deals Now.

Search Hundreds of Airlines for the Cheapest Tickets to **Eau Claire, Wisconsin**. Book Now! Grab Amazing Discounts & Exclusive Deals on MyFlightSearch®. Book Cheap **Flight** Today! Cheap One Way **Flights**. 100% Safe & Fast Booking. 24 Hr Free Cancellation.

Cheap Round Trip Flights - Book Flights Under \$69 - Book Flights Under \$39

Flights under \$69 - from \$69.00 - Sale On Flight Tickets - More

- Continued optimization
- Increased conversions
- Drive results



Conversions - Re-Messaging

Impressions served – 276,296

Clicks to landing page – 191

CTR – .07%

Total Exposure – 844 hours 47 minutes

In-View Time – 17 seconds

*Industry average CTR is **.06%**



Custom Landing Page - Conversions

5,775 people have clicked “Book Now” from our custom landing page and people spend a minute on average on the landing page before deciding what action to take.

- SEM leads for clicks to landing page
- Paid Social, and display follow for most clicks to landing page



Fly EAU & Make Your Dreams a Reality!



Have you been dreaming of paradise? It's time to stop dreaming and go! The time for travel has finally returned! And after this last year, you deserve a vacation! Flying local saves you time and money.

Connect to Hundreds of Destinations on United Airlines

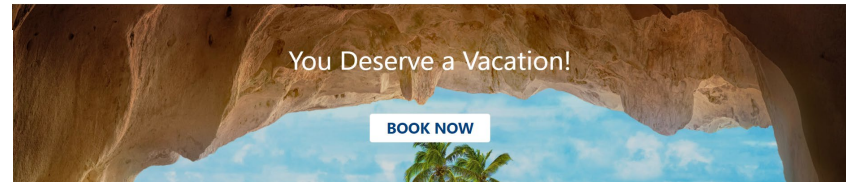
Offering twice-daily jet service to Chicago O'Hare International Airport (ORD) on United Airlines with connections beyond, EAU proudly serves all of Western Wisconsin and Eastern Minnesota. Chippewa Valley Regional Airport is easily the most convenient option for travelers and it's easy to see it's also an affordable travel option!

Enjoy even more flexibility when you fly EAU. United Airlines has eliminated change fees for most Economy and premium cabin tickets for flights within the U.S., or between the U.S. and Mexico or the Caribbean. Going forward, you also won't pay change fees for international travel originating in the U.S.



Operated by SkyWest Airlines

BOOK YOUR GETAWAY





Thank you



2021 Community/Stakeholder 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, The ARC
24. Aug 5 – Pre Check Press Release
25. Aug 16 – WQOW ARFF Training Interview
26. Aug 25 – Runway Safety Meeting
27. Aug 31 – Leader Telegram Airshow Interview
28. Sept 13 – Business at the Airport
29. Sept 14 – Fence Update Communication
30. Sept 24 – Regional Plan Commission Tour
31. Sept 24 – UWEC Tour
32. Sept 24 – EC County Newsletter – Pre Check
33. Sept 27 – Chippewa High School Airport Discussion
34. Oct 4 – PreCheck Event
35. Oct 12 – CVTC Tour

Upcoming Events

Chippewa Valley Airshow – June 4-5, 2022



BUSINESS AFTER HOURS SPONSOR GUIDELINES - 2021

To host a successful Business After Hours (BAH), the Eau Claire Chamber of Commerce asks that sponsors adhere to the following guidelines.

Date & Time

BAH is held on the second Monday of the month from 4:30 p.m. to 6:00 p.m. If there will be displays, please have them completed by 4:30 p.m. The Event might be altered based on the Covid-19 Safety Order at that time. Event could be Virtual and or a Hybrid.

Additional Sponsors

Lead sponsors can select up to (3) additional co-sponsors. The sponsors must be Chamber members that are in good standing (dues invoices must be no more than 60 days past due).

Location of Event

The **Chamber member location** that you select to hold the event at should comfortably handle an average of 180 people and corresponding parking. The location is subject to approval by the Chamber to insure that the facility can handle the event. It is suggested the number of tables and chairs be limited at the BAH. Tables are good to set food and drink on, but it limits the networking opportunities at the event.

Food at Event

It is the sponsors' responsibility to provide appropriate and sufficient food, and to negotiate the best possible arrangement with the hospitality establishment regarding, food, cost and presentation. Keeping in mind that the average attendance is 180 people, food costs should be a **minimum of \$1,200**.

If a caterer is used for the event, that business must be a Chamber member.

Alcohol

Because of state and local laws relating to the sale of liquor on premise, the Chamber recommends that BAH be held at a local member establishment with a liquor license. **Members who do not hold a liquor license, but wish to hold the event at their business location have two options:**

- 1) Arrange for a non-profit group to buy and sell the beverages. Certain groups can obtain a special license from the City Council for this purpose and they would then keep the proceeds from the beverage sales. They may need a (3) month lead time to get on the City agenda.
- 2) Serve only non-alcoholic beverages (attendance at non-alcoholic events, historically, is significantly lower.)

Door Prizes

Sponsors are asked to have a minimum of four door prizes valued at \$50 each.

Media

Sponsor will need to provide one working microphone and speaker system. This is for the small program and door prizes. If this can't be provided, please notify The Chamber.

Chamber Responsibilities

The Chamber will charge and retain an admission fee. The Chamber will provide each sponsor up to 16 free passes for their employees. These are should only be used by the sponsor's employees and not to be given away to others.

The Chamber will provide nametags, door prize drawing box, and some signage.

The Chamber will also provide promotional efforts for the event, including broadcast email and information in the Chamber e-newsletter, *The Update*.

2021	Name	Company	Accomplishment	Monthly Winner
<i>July</i>	-	-	-	-
<i>August</i>	Ian Seitz	SkyWest	We had a last minute cancellation of one of the scheduled people working an inbound charter flight, leaving us extremely short staffed. Ian came in on his day off to help us get the flight in and out which helped ensure a successful charter operation. Thanks for going the extra mile, Ian!	X
<i>September</i>	Lisa Pasch	Hangar 54 Grill	We're nominating Lisa from the Hangar 54 Grill for the recognition program because she is always so helpful and such a hard worker. She goes above and beyond to help both customers and others working in the building and her positive attitude is great for visitors of the Airport and the Restaurant. Thank you, Lisa!	X

CBS Squared Inc.

Agreement for Professional Services

This Agreement is effective as of October 1, 2021, between the Chippewa Valley Regional Airport (CVRA), Eau Claire, Wisconsin (Client) and CBS Squared, Inc. (Consultant).

This letter agreement describes the scope, schedule, and payment conditions for Consultant's work on the Project described as follows for a leased Hangar: Provide Site Survey, Civil Engineering, Architectural, Structural, HVAC, Plumbing and Electrical Engineering consulting services for the purposes of creating one (1) new hangar building near the existing hangar buildings on the southside of the airfield. The work products that will be developed to complete the Project will include construction drawings and specifications suitable for approval by jurisdictional authorities (DSPS and the City of Eau Claire) and public bidding / construction by qualified contractors. While this Project originally was scoped as designing three (3) separate buildings, current estimates of cost may direct design efforts toward the design of one (1) large hangar building that is separated by two (2) demising walls. This would separate the building into three separate hangar compartments. Specific work efforts are to include, but may not be limited to:

- 1) Site topographic survey, utility survey and identification of pertinent road, building and location of other site items.
- 2) Preliminary and final civil engineering design, including grading plans and construction specifications. Pertinent storm water design, calculations and DNR permitting documents, suitable for submittal to the DNR and local authorities.
- 3) Structural engineering design, including structural calculations, plans and construction specifications.
- 4) Architectural design, including plans and construction specifications.
- 5) Assist CVRA with bidding the Project.
- 6) Attend four design meetings upon the request of the Airport Manager and related Mayo stakeholders and attendance at the bid opening, and / or attendance at an Airport Board Meeting
- 7) Attend Construction Meetings every other week for the duration of the construction, including review of work accomplished and review of shop drawings and pay requests on behalf of CVRA.
- 8) Conduct a punchlist meeting.
- 9) Conduct an 11-month punchlist review meeting to determine if items need to be corrected prior to expiration of the 1-year building warranty.

Payment: This Project will be invoiced on a lump sum basis in the total amount of \$59,770 (not including DSPS / City of Eau Claire fees), billed on a percent complete basis for that work completed each month. Reimbursable expense charges (DSPS and Eau Claire review fees) are currently estimated at \$2400. Expenses will be billed based on actual cost.

Schedule: The Consultant will commence work immediately upon signing this agreement and upon mutually agreeing on a timeline. It is expected that design work can be accomplished in 6 to 8 weeks, with the intent that construction be completed by the 3rd quarter of 2022.

Additional Services: If additional services are requested, the Consultant will submit an estimate of additional costs prior to commencement of the proposed work. That work would be invoiced on a time and materials.

Expenses: The following items involve potential expenditures that may be made by Consultant employees or professional consultants on behalf of the Client. Not all may apply to this project, however, should such expenses be incurred on behalf of the project, they shall be paid for as described in the Agreement.

1. All taxes levied on professional services and on reimbursable expenses.
2. Other special expenses required in connection with the Project, including any State or local review fees.

Agreement Summary: This Agreement for Professional Services (referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

The contact is between the following representatives:

Client's Representative: Charity Zich, Airport Director / CVRA
Address: 3800 Starr Avenue
Eau Claire, WI 54703
Telephone: (715) 839.6241 **e-mail:** Charity.Zich@chippewavalleyairport.com

Project Manager: Bob Sworski
Address: 770 Technology Way
Chippewa Falls, WI 54729
Telephone: (715) 450-6543 **e-mail:** bsworski@cbssquaredinc.com

For CBS Squared, Inc.
 By: _____
 Title: _____

For Chippewa Valley Regional Airport
 By: _____
 Title: _____

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CBS Squared Inc.
Agreement for Professional Services

This Agreement is effective as of October 1, 2021, between the Chippewa Valley Regional Airport (CVRA), Eau Claire, Wisconsin (Client) and CBS Squared, Inc. (Consultant).

This letter agreement describes the scope, schedule, and payment conditions for Consultant's work on the Project described as follows for design of the Mayo 1 Helicopter Hangar: Provide Site Survey, Civil Engineering, Architectural, Structural, HVAC, Plumbing and Electrical Engineering consulting services for the purposes of creating one (1) new hangar building near the existing Mayo hangar building on the southside of the airfield. The work products that will be developed to complete the Project will include construction drawings and specifications suitable for approval by jurisdictional authorities (DSPS and the City of Eau Claire) and public bidding / construction by qualified contractors. Specific work efforts are to include, but may not be limited to:

- 1) Site topographic survey, utility survey and identification of pertinent road, building and location of other site items.
- 2) Preliminary and final civil engineering design, including grading plans and construction specifications. Pertinent storm water design, calculations and DNR permitting documents, suitable for submittal to the DNR and local authorities.
- 3) Structural engineering design, including structural calculations, plans and construction specifications.
- 4) Architectural design, including plans and construction specifications.
- 5) Assist CVRA with bidding the Project.
- 6) Attend four design meetings upon the request of the Airport Manager and related Mayo stakeholders and attendance at the bid opening, and / or attendance at an Airport Board Meeting
- 7) Attend Construction Meetings every other week for the duration of the construction, including review of work accomplished and review of shop drawings and pay requests on behalf of CVRA.
- 8) Conduct a punchlist meeting.
- 9) Conduct an 11-month punchlist review meeting to determine if items need to be corrected prior to expiration of the 1-year building warranty.

Payment: This Project will be invoiced on a lump sum basis in the total amount of \$62,675 (not including DSPS / City of Eau Claire fees), billed on a percent complete basis for that work completed each month. Reimbursable expense charges (DSPS and Eau Claire review fees) are currently estimated at \$2400. Expenses will be billed based on actual cost.

Schedule: The Consultant will commence work immediately upon signing this agreement and upon mutually agreeing on a timeline. It is expected that design work can be accomplished in 6 to 8 weeks, with the intent that construction be completed by the end of 2022.

Additional Services: If additional services are requested, the Consultant will submit an estimate of additional costs prior to commencement of the proposed work. That work would be invoiced on a time and materials.

Expenses: The following items involve potential expenditures that may be made by Consultant employees or professional consultants on behalf of the Client. Not all may apply to this project,

however, should such expenses be incurred on behalf of the project, they shall be paid for as described in the Agreement.

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Address: 3800 Starr Avenue
Eau Claire, WI 54703
Telephone: (715) 839.6241 **e-mail:** Charity.Zich@chippewavalleyairport.com

Project Manager: Bob Sworski
Address: 770 Technology Way
Chippewa Falls, WI 54729
Telephone: (715) 450-6543 **e-mail:** bsworski@cbssquaredinc.com

For CBS Squared, Inc.
 By: _____
 Title: _____

For Chippewa Valley Regional Airport
 By: _____
 Title: _____

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