

AGENDA
Chippewa Valley Regional Airport Commission
Friday, November 19, 2021, 7:30 a.m.
Virtual Meeting via Webex

Join WebEx Meeting:

<https://eauclairecounty.webex.com>

Meeting ID: 2590 954 2903 Password: pFkqffk9t37

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

Audio conference:

1-415-655-0001 Access Code: 25909542903##

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. October 22, 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
 - Infrastructure and Investment Jobs Act
 - Airport Quarterly Report
 - Airport Staffing
 - Airport Community Outreach
 1. Discussion/Action

b. Airport Strategic Plan Update/Review – N/A

- Operational Review
- 1. Discussion/Action**

c. 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: None.

9. New 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: Addendum to Restaurant Lease Agreement and Lease Terms 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, October 22, 2021, 7:30 am Virtual Meeting via Webex

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

MEMBERS ABSENT: Chuck Hull

OTHERS PRESENT: Amy Michels-Mead & Hunt, Heather DeLuka-Airport Neighborhood Association, Jeff Husby and Shawn Styer-Hawthorne Aviation, 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, Kevin Stelljes and Barry Wells were present via Webex virtual meeting.
4. **Approval of Minutes:**
 - a. **September 17, 2021 Regular Commission Meeting:**
On a motion by Com. Wells, seconded by Com. Stelljes, the minutes of the September 17, 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. Wells, 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 as compared to 2020. September 2021 enplanements are down only 3% over September 2019.
 - **Car Rental Operations**
Cars rented are up for the month versus 2020, up 30% 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 inquired about how to request group tours of the airport and also how the airport handles requests from tenants to relocate to other spaces at the Airport.

7. Operational Matters:

a. Airport Operations Report

- **Airport Community Outreach:** The Commission reviewed the Airport Community Outreach opportunities and events. Future Business at the Airport events will be redesigned to be more like a traditional Business After Hours event and the Airport Director and Commission do not feel the proposed change will benefit the Airport as much as it used to and will likely discontinue participation.

b. Project Summary

- **AIP 47 Phase I fence design, Taxiway A Lighting Design and Construction, ARFF Building Design – FY20:** An environmental public hearing will be held for the fence project on November 30, 2021 from 6-8pm.
- **AIP 48 Rwy 4/22 and Taxiway A Rehabilitation – FY21:** Project will not start until 2022.
- **AIP 49 ARFF Building Reconstruct– FY22:** Bids were received this week and are being reviewed.
- **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:** A few items have yet to be completed.
- **K-Row Hangar Construction Project – FY20:** Roof replacement is complete.
- **Airport Parking Equipment Replacement – FY21:** The parking equipment is on order but supply chain delays continue to postpone installation.
- **Corporate Hangar Construction – FY21:** The contractor has indicated that they would like to start the project this year but are still working through a significant amount of paperwork before they can proceed.

8. Previous Business:

- a. Airport Recognition Program Quarter 3 - 2021 Award:** Commissioners selected Lisa Pasch from the Hangar 54 Grill as the Quarter 3 - 2021 Recognition Program recipient. She was nominated for going above and beyond to provide excellent customer service and assistance.

9. New Business:

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

On a motion by Com. Hoeft, seconded by Com. Wells, Contract #1 for the Design of (3) 48'x48' Hangars was approved with the typo correction.

(Ayes 6-Nayes 0)

On a motion by Com. Wells, seconded by Com. Bowe, Contract #2 for the Design of the K-1 Hangar Tenant Relocation was approved pending agreement with Tenant to reimbursement contract amount.

(Ayes 6-Nayes 0)

10. Discuss Future Agenda Items: Tenant Leases – Hangar 54 Grill

11. Set Future Meeting Dates and Times: The next Regular Commission Meetings are planned for November 19th, December 17th and January 21, 2022.

12. Adjournment:

On a motion by Com. Francis, seconded by Com. Wells, the meeting was adjourned at 8:21 am.

(Ayes 6-Nayes 0)

Respectfully Submitted,

Scott Francis, Secretary

October Vouchers for approval November 19, 2021

AECOM	PFAS Site Investigation Work 10/11/21-10/29/21	53510-299	\$8,648.75
Cintas	Uniforms & Towels	53510-298	\$328.16
CliftonLarsonAllen LLP	Annual PFC Audit	53510-213	\$2,999.85
Eau Claire County Highway Dept.	MB5 Delivery Inspection & Training	53510-241	\$94.50
Fireline Sprinkler Corp	Terminal sprinkler inspection	53510-248	\$345.00
<i>Fireline Sprinkler Corp</i>	<i>ATCT sprinkler inspection</i>	<i>53515-248</i>	<i>\$460.00</i>
Leonard & Finco Public Relations	Communication Assistance	53510-299	\$499.50
Mead & Hunt	Airport Planning Services August & October	53510-299	\$461.05
NEO Electrical	4/22 Regulator Repairs	53510-246	\$1,310.47
Nick's Mobile Welding	Welding - box blade	53510-246	\$600.00
Nick's Mobile Welding	Welding - hangar door frames & latches	53510-248	\$337.50
<i>Orolia</i>	<i>ATCT IP Digital Clock Replacement</i>	<i>53515-248</i>	<i>\$775.00</i>
<i>Robinson Aviation, Inc. (RVA)</i>	<i>ATCT Annual Inspection Comm. Equip.</i>	<i>53515-248</i>	<i>\$6,180.40</i>
Senn Blacktop	Fuel Farm Gate Widening Paving	53510-246	\$5,690.00
SKIDATA	Parking System Repairs, LT Entry	53510-246	\$390.00
Sojern, Inc.	Online display advertising, October	53510-327	\$2,800.83
State of WI - Dept. of Transportation	AIP 42 - Local Share	53510-829	\$208.92
State of WI - Dept. of Transportation	SAP 66 - SRE Project, Progress Billing	53510-829	\$48,259.87
Superior Screen Printing	Apparel for Ground Handling Staff	53510-366	\$185.15
Thaler Oil	2,000 Gallons of Gasohol Fuel	53510-377	\$5,945.62
Xcel Energy	Terminal Gas/Electric - October	53510-222/224	\$8,692.15
<i>Xcel Energy</i>	<i>ATCT Gas/Electric - October</i>	<i>53515-222/224</i>	<i>\$1,422.23</i>
<i>ITALICIZED items = Tower Expenses</i>		TOTAL	<u>\$96,634.95</u>

October Credit Card Charges

USDA APHIS	APHIS Training	53510-340	929.00
ADVANCE MEDIA NEW YORK	September Marketing	53510-327	3874.99
EAU CLAIRE CHAMBER	Training	53510-340	25.00
TRANSPORTATION SECURITY	Building	53510-248	64.00
FEDEX	Postage	53510-311	15.94
AIRPORT LIGHTING COMPANY	Airfield Bulbs	53510-515	3210.89
FEDEX	Postage	53510-311	8.20
AMAZON	Cell Phone Case	53510-226	22.94
USPS	Postage	53510-311	7.38
GOLD CROSS ANSWERING SVC	Telephone	53510-225	57.76
APG WISC-LEADER TELEGRAM	Newspaper Subscription	53510-320	195.00
EAU CLAIRE CHAMBER	Employee Recognition	53510-327	75.00
<i>PER MAR SECURITY</i>	<i>ATCT - Building</i>	<i>53515-248</i>	<i>165.69</i>
<i>1000BULBS.COM</i>	<i>ATCT - Building</i>	<i>53515-248</i>	<i>16.00</i>
<i>1000BULBS.COM</i>	<i>Building</i>	<i>53510-248</i>	<i>66.33</i>
MCCOY CF - CHIPPEWA FALLS	Vehicle	53510-241	39.51
<i>JAMAR COMPANY-BARTINGALE</i>	<i>ATCT - Building</i>	<i>53515-248</i>	<i>162.65</i>
STAPLES	Building	53510-248	143.78
STAPLES	Building	53510-248	143.78
STANDARD SIGNS INC	Airfield Lighting Repairs	53510-515	763.04
STAPLES	Building	53510-248	-143.78
LF GEORGE - EAU CLAIRE	Vehicle	53510-241	11.68
MENARDS EAU CLAIRE WEST	Grounds	53510-246	68.93
MENARDS EAU CLAIRE WEST	Building	53510-248	11.97
STANDARD SIGNS INC	Grounds	53510-246	247.94
SOUTHSIDE TIRE CF	2016 Ford F150 Tires	53510-241	602.84
SUMMIT FIRE PROTECTION	Terminal Fire Alarm Inspection	53510-248	509.00
<i>SUMMIT FIRE PROTECTION</i>	<i>ATCT Fire Alarm Inspection</i>	<i>53515-248</i>	<i>551.00</i>
OSHKOSH CORP	P19 Foam Repairs	53510-241	327.74
MENARDS EAU CLAIRE WEST	Building	53510-248	9.26
<i>MENARDS EAU CLAIRE WEST</i>	<i>ATCT - Building</i>	<i>53515-248</i>	<i>1.96</i>
MENARDS EAU CLAIRE WEST	Grounds	53510-246	47.92
<i>CED 1942 DS</i>	<i>ATCT - Building</i>	<i>53515-248</i>	<i>61.74</i>
<i>JAMAR COMPANY-BARTINGALE</i>	<i>K-Row Hangars Boiler Preventive Maintenance</i>	<i>53510-248</i>	<i>862.82</i>
STAPLES	Office Supply	53510-310	6.67
STAPLES	Office Supply	53510-310	43.73
BULBS DEPOT	Terminal	53510-248	55.49
ALL SEASON TIRE PROS	Vehicle	53510-241	361.00
		TOTAL	<u>\$13,624.79</u>

Chippewa Valley Regional Airport

2021 BUDGET COMPARISON Estimated October 31, 2021

#	Item	12 Month Budget 2021	Budget YTD Allocated	Actual as of 10/31/21 (83.33%)	Variance YTD	Balance Remaining For Year	Estimate
Income			83.33%				
41110	Contrib From Eau Claire Cty	\$403,020	\$335,850	\$335,850	\$0.00	\$67,170.00	\$403,020
43790	Contrib From Chippewa Cty	\$131,574	\$109,645	\$131,574	\$21,929.00	\$0.00	\$131,574
	Sub-Total Tax Revenue	\$534,594	\$445,495.00	\$467,424.00	\$21,929.00	\$67,170.00	\$534,594
46341	Air Terminal	\$156,631	\$130,526	\$137,569	\$7,043.64	\$19,061.53	\$163,355
46342	FBO	\$127,522	\$106,268	\$107,347	\$1,079.03	\$20,174.64	\$127,522
46343	Airfield	\$134,917	\$112,431	\$109,208	(\$3,222.83)	\$25,709.00	\$137,817
46344	Hangars	\$227,184	\$189,320	\$211,344	\$22,024.49	\$15,839.51	\$227,184
46345	Parking	\$100,000	\$83,333	\$105,368	\$22,034.47	(\$5,367.80)	\$121,000
46346	Rental Cars	\$85,000	\$70,833	\$145,085	\$74,251.93	(\$60,085.26)	\$160,000
46349	Ground Handling	\$0	\$0	\$8,000	\$8,000.00	(\$8,000.00)	\$24,000
48902	Vehicle Fuel Reimbursement	\$15,000	\$12,500	\$14,278	\$1,777.54	\$722.46	\$16,000
48903	Equipment Rental	\$0	\$0	\$900	\$900.00	(\$900.00)	\$1,200
	Sub-Total Operating Revenue	\$846,254	\$705,212	\$839,100	\$133,888.25	\$7,154	\$978,078
	Sub-Total Taxes and Operating Rev.	\$1,380,848.00	\$1,150,706.67	\$1,306,523.92	\$155,817.25	\$74,324.08	\$1,512,672.03
48691	Other Revenue	\$5,000	\$4,167	\$11,754	\$7,587.59	(\$6,754.26)	\$12,000
48900	Insurance Refunds	\$0	\$0	\$10,740	\$10,739.61	(\$10,739.61)	\$17,000
48901	PFC	\$43,900	\$36,583	\$63,493	\$26,909.69	(\$19,593.02)	\$75,000
43690-91	Airport Grants	\$3,718,213	\$3,098,511	\$665,096	(\$2,433,415.33)	\$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	-\$362,023	\$0	\$362,022.50	(\$434,427.00)	\$0
	Sub-Total Other Revenue	\$3,332,686	\$2,777,238.33	\$751,082.39	(\$2,026,155.94)	\$2,581,603.61	\$769,096
	TOTAL INCOME	\$4,713,534	\$3,927,945.00	\$2,057,606.31	(\$1,870,338.69)	\$2,655,927.69	\$2,281,768
Expenses							
53510-111	Salary Perm-Regular	\$373,746	\$311,455	\$284,094.62	(\$27,360.38)	\$89,651.38	\$373,746
-112	Salary Perm-OT	\$12,000	\$10,000	\$6,827.15	(\$3,172.85)	\$5,172.85	\$12,000
-114	Salary-On Call Pay	\$5,200	\$4,333	\$4,200.00	(\$133.33)	\$1,000.00	\$5,200
-121	Salary Temp Regular	\$7,000	\$5,833	\$7,292.16	\$0.00	(\$292.16)	\$10,000
-130	Employee Benefits	\$4,200	\$3,500	\$3,500.00	\$0.00	\$700.00	\$4,200
-136	PTO-ELB-Lump Sum Payout	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-141	Board & Comm Per Diem	\$4,080	\$3,400	\$3,750.00	\$350.00	\$330.00	\$4,080
-142	Cnty Brd & Comm Mile	\$900	\$750	\$49.51	(\$700.49)	\$850.49	\$50
-150	Health Ins Incentive	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-151	Social Security	\$30,141	\$25,118	\$21,358.09	(\$3,759.41)	\$8,782.91	\$30,275
-152	Retirement Emplr Share	\$24,186	\$20,155	\$17,591.84	(\$2,563.16)	\$6,594.16	\$27,196
-153	HSA Contribution	\$3,500	\$2,917	\$3,562.50	\$645.83	(\$62.50)	\$4,500
-154	Hos & Health Ins	\$85,720	\$71,433	\$67,426.48	(\$4,006.62)	\$18,293.24	\$85,720
-155	Life Insurance	\$87	\$73	\$116.01	\$43.51	(\$29.01)	\$125
-158	Unemployment Comp	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-200	Contract Svcs	\$39,500	\$32,917	\$1,836.00	(\$31,080.67)	\$37,664.00	\$11,900
-212	Attorney Fees	\$6,000	\$5,000	\$2,736.50	(\$2,263.50)	\$3,263.50	\$5,000
-213	Accounting & Audit	\$5,100	\$4,250	\$2,999.85	(\$1,250.15)	\$2,100.15	\$5,100
-221	Water & Sewer	\$54,636	\$45,530	\$38,714.82	(\$6,815.18)	\$15,921.18	\$52,000
-222	Electric	\$99,940	\$83,283	\$77,504.25	(\$5,779.08)	\$22,435.75	\$99,940
-224	Gas & Fuel Oil	\$37,600	\$31,333	\$23,444.73	(\$7,888.60)	\$14,155.27	\$37,600
-225	Telephone	\$4,000	\$3,333	\$2,311.45	(\$1,021.88)	\$1,688.55	\$4,000
-226	Cellular Phone	\$1,380	\$1,150	\$1,302.64	\$152.64	\$77.36	\$2,000
-227	Dataline/Internet	\$500	\$417	\$847.17	\$430.50	(\$347.17)	\$20
-241	Motor Vehicle Maint	\$14,000	\$11,667	\$8,220.01	(\$3,446.66)	\$5,779.99	\$14,000
-246	Grounds Maint	\$100,000	\$83,333	\$47,249.65	(\$36,083.68)	\$52,750.35	\$100,000
-248	Building Maint	\$29,000	\$24,167	\$25,829.67	\$1,663.00	\$3,170.33	\$29,000
-249	Service on Machines	\$500	\$417	\$0.00	(\$416.67)	\$500.00	\$500
-297	Refuse Collection	\$1,600	\$1,333	\$1,319.76	(\$13.57)	\$280.24	\$1,320
-298	Laundry Services	\$3,500	\$2,917	\$2,978.82	\$62.15	\$521.18	\$3,500
-299	Sundry Contract Services	\$45,000	\$37,500	\$41,267.13	\$0.00	\$0.00	\$49,780
-310	Office Supplies	\$600	\$500	\$292.01	(\$207.99)	\$307.99	\$600
-311	Postage and Box Rent	\$600	\$500	\$698.47	\$198.47	(\$98.47)	\$700
-313	Printing & Dup	\$750	\$625	\$473.96	(\$151.04)	\$276.04	\$750
-320	Ref Materials	\$500	\$417	\$195.00	(\$221.67)	\$305.00	\$100
-321	Publish Legal Notices	\$100	\$83	\$0.00	(\$83.33)	\$100.00	\$100
-324	Membership Dues	\$4,000	\$3,333	\$3,613.00	\$279.67	\$387.00	\$4,000
-327	Marketing	\$55,000	\$45,833	\$44,209.95	(\$1,623.38)	\$10,790.05	\$55,000
-328	Airline Recruitment	\$10,000	\$8,333	\$500.00	(\$7,833.33)	\$9,500.00	\$5,000
-340	Travel-Train, Conf & Misc.	\$15,000	\$12,500	\$10,847.17	(\$1,652.83)	\$4,152.83	\$15,000

#	Item	12 Month Budget 2021	Budget YTD Allocated	Actual as of 10/31/21 (83.33%)	Variance YTD	Balance Remaining For Year	Estimate
-366	Fire fight supplies	\$4,500	\$3,750	\$355.00	(\$3,395.00)	\$4,145.00	\$1,000
-377	Vehicle Fuel	\$35,000	\$29,167	\$29,872.96	\$706.29	\$5,127.04	\$35,000
-510	Insurance	\$64,474	\$53,728	\$53,859.94	\$131.61	\$10,614.06	\$65,000
-515	Insurance Claims	\$0	\$0	\$30,673.81	\$30,673.81	(\$30,673.81)	\$31,000
-615	Special Assessment	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-813	Office Equipment	\$2,000	\$1,667	\$2,335.49	\$668.82	(\$335.49)	\$2,500
	Sub-Total Operating Expense	\$1,185,539.72	\$987,949.77	\$876,257.57	(\$111,692.20)	\$309,282.15	\$1,188,501.17
53510-121	Sal Temp-Ground Handling	\$0	\$0	\$765.59	\$765.59	(\$765.59)	\$4,000
-122	Aircraft Handling OT	\$0	\$0	\$2,047.83	\$2,047.83	(\$2,047.83)	\$2,100
-151	Ground Handling FICA	\$0	\$0	\$215.23	\$215.23	(\$215.23)	\$467
-366	Ground Handling Supplies	\$0	\$0	\$805.36	\$805.36	(\$805.36)	\$2,800
	Sub-Total Ground Handling Expense	\$0	\$0.00	\$3,834.01	\$3,834.01	(\$3,834.01)	\$9,367
53515-221	ATCT Water-Sewer-Strmwtr	\$1,061	\$884	\$742.62	(\$141.55)	\$318.38	\$1,000
-222	ATCT Electricity	\$16,000	\$13,333	\$13,435.46	\$102.13	\$2,564.54	\$16,000
-224	ATCT Gas & Fuel Oil	\$4,000	\$3,333	\$1,827.98	(\$1,505.35)	\$2,172.02	\$4,000
-225	ATCT Telephone	\$1,500	\$1,250	\$720.00	(\$530.00)	\$780.00	\$1,500
-248	ATCT Building Maintenance	\$15,000	\$12,500	\$13,590.87	\$1,090.87	\$1,409.13	\$20,000
	Sub-Total Tower Expense	\$37,561	\$31,300.83	\$30,316.93	(\$983.90)	\$7,244.07	\$42,500
53610-810	Capital Equipment	\$60,000	\$50,000	\$24,500.00	(\$25,500.00)	\$35,500.00	\$54,500
-820	Capital Improvement	\$3,167,000	\$2,639,167	\$194,484.80	(\$2,444,681.87)	\$2,972,515.20	\$361,600
-829	Other Capital Improvement	\$263,433	\$219,528	\$142,092.93	(\$77,434.57)	\$121,340.07	\$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	\$2,908,694.17	\$361,077.73	(\$2,547,616.44)	\$3,129,355.27	\$581,100
	TOTAL EXPENSE	\$4,713,534	\$3,927,944.77	\$1,271,486.24	(\$2,660,292.54)	\$3,445,881.49	\$1,812,101
	NET OPERATING INCOME	\$0	\$0	\$786,120.07		(\$789,953.80)	\$469,666
	Cash Balance						
	Per 2018 Audit Report	\$975,882					
	Per 2019 Audit Report	1,362,194					
	Per 2020 Audit Report	2,393,606					
	2021 Estimate	2,863,272					

Chippewa Valley Regional Airport
Traffic Statistics
 October 2021

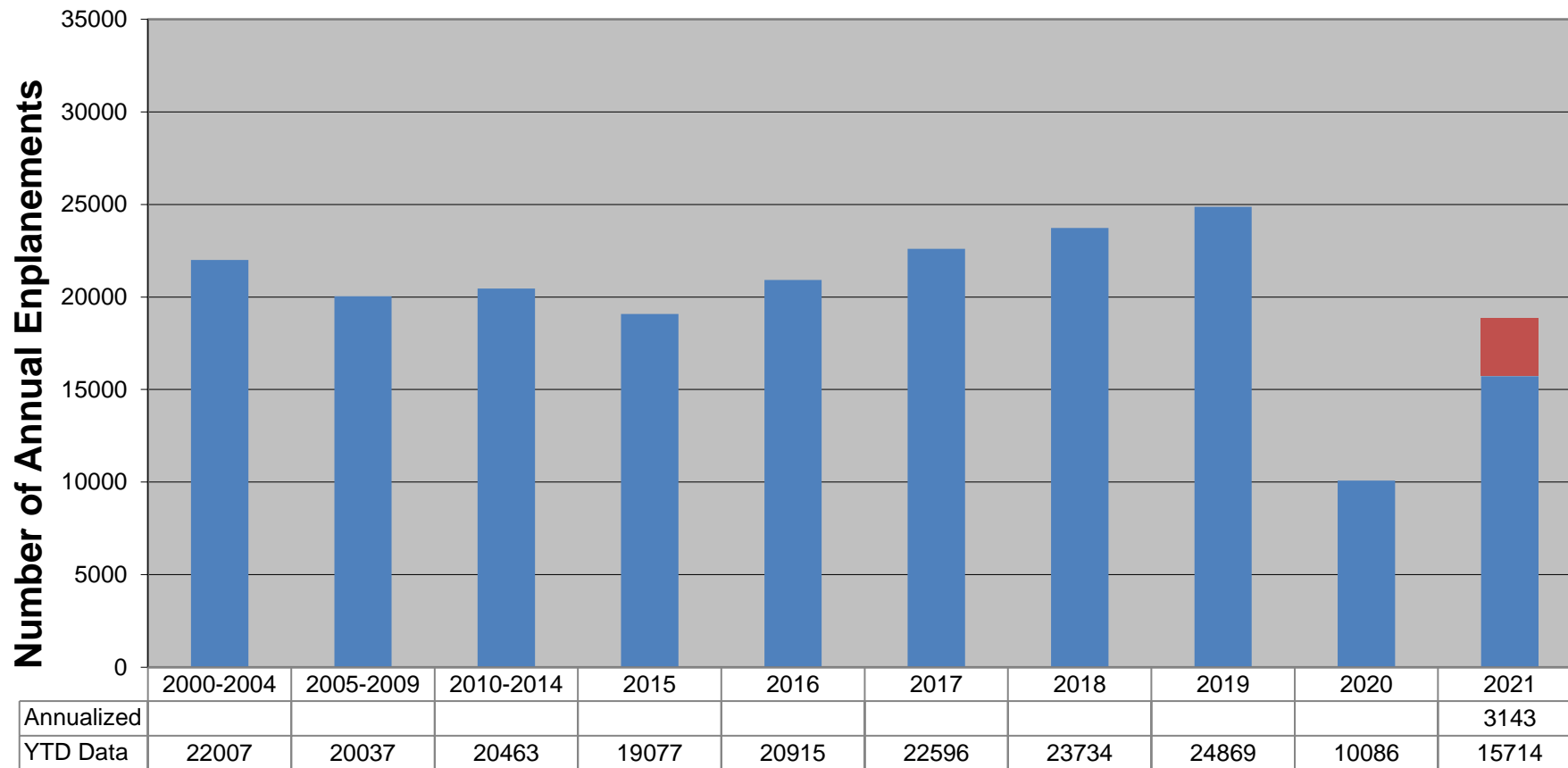
AIRLINE PASSENGERS	Month			21/20 % Diff.	21/19 % Diff.	Year to date			21/20% Diff.	21/19 % Diff.
	2021	2020	2019			2021	2020	2019		
UNITED Enplaned	1872	667	2177	181%	-14%	15052	7601	18954	98%	-21%
CHARTERS Enplaned						<u>442</u>	<u>860</u>	<u>2047</u>	-49%	-78%
Total Enplaned						15494	8461	21001	83%	-26%
UNITED Deplaned	1839	601	2092	206%	-12%	15207	7626	18471	99%	-18%
CHARTERS Deplaned						<u>442</u>	<u>860</u>	<u>2047</u>	-49%	-78%
Total Deplaned						15649	8486	20518	84%	-24%
Total Enplaned/Deplaned	3711	1268	4269	193%	-13%	31143	16947	41519	84%	-25%
UA Departure Load Factor	65%	22%	70%			51%	29%	65%		
UA Arrival Load Factor	65%	20%	66%			52%	27%	64%		
UNITED PERFORMANCE	2021	2020	2019			2021	2020	2019		
Scheduled Flights/Landings	62	62	64	0%	-3%	608	553	610	10%	0%
Canceled Flights										
Xnld for Wx	5	1	0			27	7	29		
Xnld for Mx	0	0	1			0	0	3		
Xnld Other	<u>0</u>	<u>0</u>	<u>0</u>			<u>1</u>	<u>12</u>	<u>2</u>		
Total	5	1	1	400%	400%	28	19	34	47%	-18%
Total Landings	57	61	63	-7%	-10%	580	534	576	9%	1%
	2021	2020	2019			2021	2020	2019		
<u>EAU Arrival</u>										
Completion Factor	92%	98%	100%			95%	96%	94%		
OnTime %	79%	90%	76%			81%	86%	68%		
<u>EAU Departure</u>										
Completion Factor	94%	98%	100%			96%	96%	95%		
OnTime %	71%	92%	90%			82%	87%	79%		
<u>ORD Arrival</u>										
Completion Factor	94%	98%	100%			96%	96%	95%		
OnTime %	69%	92%	93%			81%	88%	77%		

All on time arrivals/departures follow DOT methodology.

Landline

Leg O&D	Month	Total
EAU-MSP	October	11
MSP-EAU	October	<u>4</u>
TOTAL		15

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>\$742</u>	\$934	\$969	\$1,206	\$1,846	\$974	\$614	\$499	\$544
MCO - Orlando *	<u>\$606</u>	\$737	\$637	\$742	\$1,082	\$557	<u>\$466</u>	\$504	\$516
PHX - Phoenix *	\$816	\$676	\$642	\$1,091	\$724	\$572	<u>\$367</u>	\$330	\$310
	11/19-11/21			11/26-11/28			12/3-12/5		
ORD - Chicago **	\$574	\$132	\$207	<u>\$230</u>	\$205	\$217	\$408	\$167	\$187
DEN - Denver **	\$769	\$216	\$345	\$431	\$242	\$222	\$444	\$207	\$207
LAS - Las Vegas **	\$447	\$235	\$367	\$506	\$497	\$207	<u>\$298</u>	\$314	\$167
EWR - Newark **	\$672	\$362	\$327	\$435	\$317	\$291	<u>\$262</u>	\$232	\$222
IAD - Washington Dulles **	\$541	\$339	\$339	<u>\$388</u>	\$294	\$314	\$354	\$204	\$217
	11/16-11/18			11/23-11/25			11/30-12/2		

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

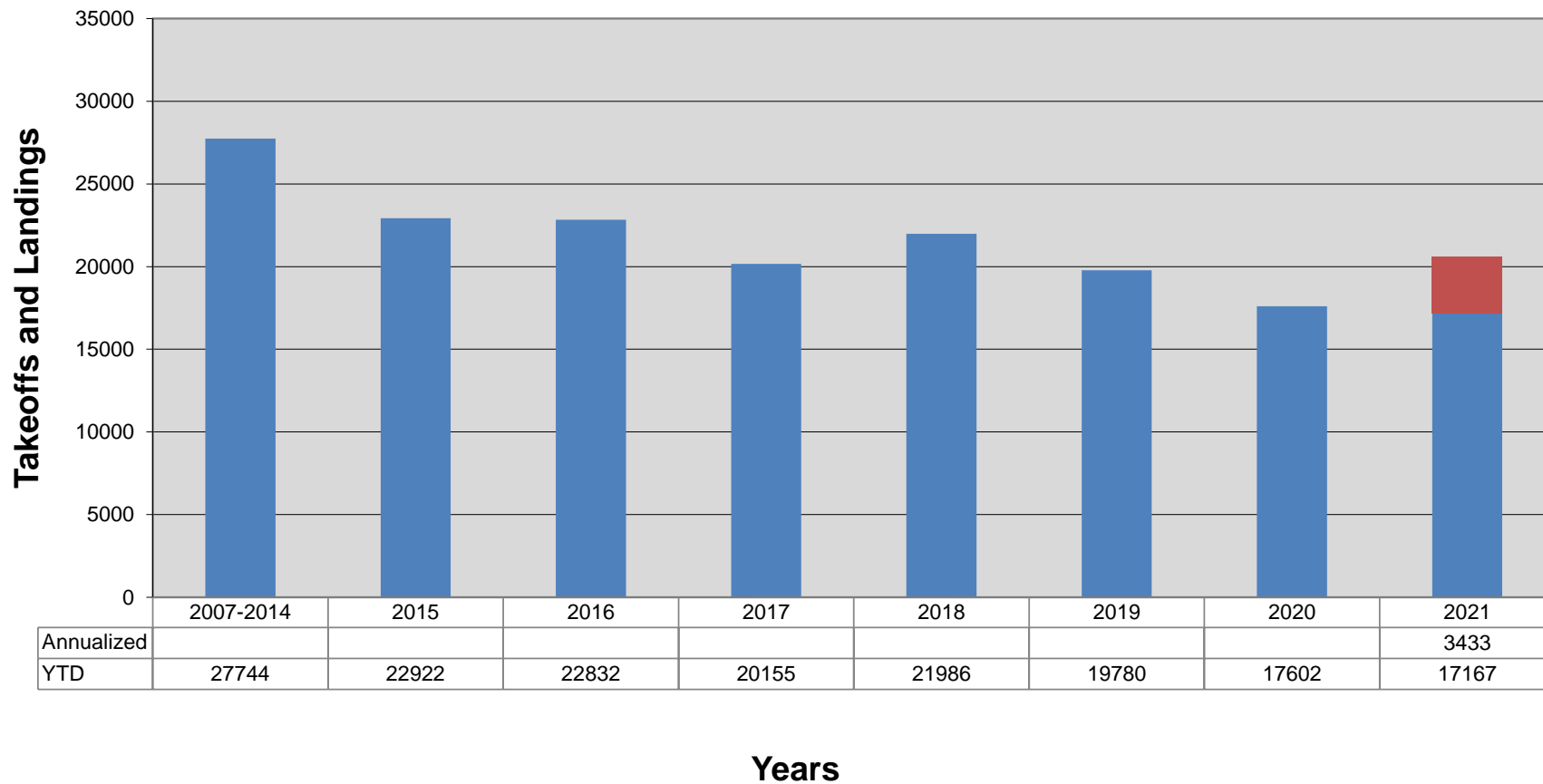
	<u>2021</u>	<u>2020</u>	<u>2019</u>	21/20 % Diff.	21/19 % Diff.
January	276	515	345	-46%	-20%
February	231	472	361	-51%	-36%
March	369	360	433	2%	-15%
April	408	113	455	261%	-10%
May	438	141	533	211%	-18%
June	421	228	622	85%	-32%
July	468	288	690	63%	-32%
August	508	302	703	68%	-28%
September	451	328	617	38%	-27%
October	456	321	553	42%	-18%
November		264	509	-100%	-100%
December		286	518	-100%	-100%
YTD	4026	3068	5312	31%	-24%

Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 October 2021

		Month		% Diff.	Year to date		% Diff.
		2021	2020		2021	2020	
Itinerant	Air Carrier	4	4	0%	27	22	23%
	Commuter/ Air Taxi	270	207	30%	2230	1959	14%
	GA	1200	991	21%	10939	8783	25%
Local	Military	37	30	23%	480	323	49%
	GA	260	466	-44%	3333	3671	-9%
	Military	<u>16</u>	<u>18</u>	-11%	<u>158</u>	<u>56</u>	182%
TOTAL		1787	1716	4%	17167	14814	16%

Chippewa Valley Regional Airport Annual Air Traffic Control Tower Operations



Charity Zich

From: Brad Van Dam <brad.vandam+aaae.org@ccsend.com>
Sent: Friday, November 5, 2021 10:39 PM
To: Charity Zich
Subject: U.S. Contract Tower Association Alert: House Clears Bipartisan Infrastructure Bill

WARNING!! This email originated outside Eau Claire County. Do not click any links or attachments unless you know the sender.



House Clears Bipartisan Infrastructure Bill

November 5, 2021

After months of negotiations between moderate and progressive Democrats over two massive spending bills, the House tonight passed a \$1.2 trillion infrastructure package that includes \$25 billion for aviation and dedicated funding for contract tower airports. Today's action clears the way for the President to sign the bill into law.

The bipartisan infrastructure bill includes a total of \$25 billion for aviation over the next five years with \$20 billion slated for airports. Of that total amount, \$15 billion is for airport infrastructure grants, \$5 billion for a new airport terminal program, and \$5 billion for FAA Facilities and Equipment.

There are several provisions in the bill aimed at helping airports in the FAA Contract Tower Program. For instance, contract tower airports are slated to receive \$300 million in dedicated funding for tower construction and equipment -- \$100 million for sponsored-owned towers and \$200 million for FAA-owned towers.

The House is also taking steps to advance the Build Back Better Act, a \$1.75 trillion social spending package that is a top priority for progressives and a key component of the administration's agenda.

Key Airport Provisions in Bipartisan Infrastructure Bill

Airport Infrastructure Funding: The infrastructure bill includes \$15 billion for airport infrastructure grants over five years with \$3 billion to be distributed annually. Of that amount \$12.4 billion would go to commercial service airports and \$2.5 billion for nonprimary commercial

service and general aviation airports. Unlike traditional AIP dollars, airports would have the flexibility to use the federal funds for PFC-eligible projects except debt service.

New Airport Terminal Program: The bill would provide \$5 billion over five years or \$1 billion annually for a new “airport terminal program.” The Department of Transportation would be allowed to distribute these funds through a competitive grant program with funding broken down by hub size. Eligible projects also include certain multimodal terminal development, on-airport rail projects, and upgrades for airport-owned ATC towers.

FAA Facilities and Equipment: The measure also includes \$5 billion over five years for FAA facilities and equipment or \$1 billion annually. The measure would allow the FAA to use these funds for a variety of purposes including replacing terminal and en route ATC facilities, fuel storage tank replacement, electrical power system support, and hazardous materials management, and environmental cleanup.

Key Contract Tower Airport Provisions

Airport Infrastructure Funding: Of the \$15 billion for airport infrastructure grants, \$100 million is reserved for contract tower airports to upgrade aging airport-owned ATC towers and to purchase equipment for those facilities. The federal share for those projects would be 100 percent, and the annual funding level would be \$20 million.

Specifically, the bill calls for DOT to distribute those funds through a competitive grant program to help contract tower airports “sustain, construct, repair, improve, rehabilitate, modernize, replace or relocate nonapproach control towers.” Contract tower airports would also be allowed to use those for funds to acquire and install ATC equipment and construct FAA-certified remote towers.

Any unobligated funds in this category that may materialize at the end of the fourth year could also assist contract tower airports. The first \$100 million from any unobligated funds would go toward contract tower airports. Plus, any unused funds from the money set aside for nonprimary and general aviation airports would go to contract tower airports.

Facilities and Equipment: Of the \$5 billion for F&E projects, not less than \$200 million would be fenced off for “air traffic control towers that are owned by the Federal Aviation Administration and staffed through the contract tower program.” Combined with funding for airport infrastructure grants, the total dedicated funding for contract tower airports would be \$300 million.

Brad Van Dam, Executive Director

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Sent by brad.vandam@aaae.org

QUARTER 3 2021

Airport

SELECTED PERFORMANCE MEASURES	
Number of Revenue Passenger Enplanements/Deplanements	27,106
Aircraft Operations During Tower Hours	15,380
SUMMARY OF CURRENT ACTIVITIES	
<ul style="list-style-type: none"> ▪ Working with the State to complete necessary contracts to begin new corporate hangar construction ▪ Reviewing contractor submittals for 2021 parking system replacement ▪ Planning work for multiple State and Federal funded projects ▪ Annual FAA Airport Certification Inspection ▪ Wrapping up 2020 hangar construction and SRE building addition ▪ Early discussions for 2022 Airport full scale disaster drill ▪ Creative updates for airport marketing campaign ▪ Working with HR on staffing issues for airport positions ▪ Parking ordinance and zoning updates to County Code ▪ Finalized layout for airport fence replacement project ▪ Solicit design contracts for 2022 hangar construction ▪ Preparing to bid ARFF building reconstruct ▪ Car rental lease extensions 	
ISSUES ON THE HORIZON AND SIGNIFICANT TRENDS	
<ul style="list-style-type: none"> ▪ Issues filling vacant airport positions ▪ Challenges with capital improvement projects due to high construction costs and material delays ▪ Long term impacts to aviation businesses and travel related to COVID-19 ▪ Shortage of aviation workers when traffic returns after the pandemic 	
CURRENT COLLABORATIONS (INTERNAL AND EXTERNAL)	
<ul style="list-style-type: none"> ▪ Facilities assistance with EV charging stations ▪ State and Federal legislation responses with Wisconsin Airport Management Association ▪ Working with Highway Department mechanic to assist with maintaining new complex snow removal equipment 	
GOALS FOR NEXT QUARTER	
<ul style="list-style-type: none"> ▪ Complete install of parking system replacement ▪ Begin final design and bid documents for airport fence replacement project ▪ Finalize design contracts for 2022 hangar design and construction ▪ Prepare equipment and staff for upcoming winter operations ▪ Negotiate restaurant lease beyond 2021 ▪ Receive bids and complete grant application for ARFF building reconstruct 	

Eau Claire County - Airport

Quarterly Department Report - Summary

For Period Ending: Q3, 2021

Page: 1/1

Date Ran: 10/20/21

70 - Airport

Fund	Revenue:	Orig Budget 2021	Adj Budget 2021	Q1 2021	Q2 2021	Q3 2021	Q4 2021	YTD 2021	% of Budget
602	01-Tax Levy	403,020	403,020	100,755	100,755	100,755	0	302,265	75.00%
	04-Intergovernment Grants and Aid	3,849,787	3,849,787	66,227	532,185	198,257	0	796,670	20.69%
	06-Public Charges for Services	831,254	831,254	220,832	235,299	252,533	0	708,664	85.25%
	09-Other Revenue	63,900	63,900	7,186	24,502	53,705	0	85,393	133.64%
	11-Fund Balance Applied	-434,427	-30,463	0	0	0	0	0	0.00%

Total Revenue - Airport	\$4,713,534	\$5,117,498	\$394,999	\$892,742	\$605,251	\$0	\$1,892,992	36.99%
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Fund	Expenditures:	Orig Budget 2021	Adj Budget 2021	Q1 2021	Q2 2021	Q3 2021	Q4 2021	YTD 2021	% of Budget
602	01-Regular Wages	-385,946	-385,946	-72,412	-82,754	-100,659	0	-255,825	66.29%
	02-OT Wages	-12,000	-12,000	-3,664	-1,742	-2,572	0	-7,978	66.49%
	03-Payroll Benefits	-152,814	-152,814	-33,056	-36,038	-36,212	0	-105,305	68.91%
	04-Contracted Services	-479,817	-479,817	-68,042	-82,051	-84,898	0	-234,991	48.98%
	05-Supplies & Expenses	-126,050	-126,050	-25,893	-23,939	-25,963	0	-75,795	60.13%
	07-Fixed Charges	-64,474	-64,474	-15,121	-29,769	-35,671	0	-80,560	124.95%
	09-Equipment	-3,492,433	-3,896,397	-170,632	-22,877	-121,435	0	-314,944	8.08%
	10-Other	0	0	-431	-1,023	-1,451	0	-2,905	0.00%

Total Expense - Airport	-\$4,713,534	-\$5,117,498	-\$389,249	-\$280,192	-\$408,861	\$0	-\$1,078,302	21.07%
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Net Surplus/(-Deficit) - Airport	\$0	\$0	\$5,750	\$612,550	\$196,390	\$0	\$814,690
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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
36. Oct 21 – EAU Tenant Pre-Season Snow Meeting
37. Nov 1 – Fence Environmental Public Notice

Upcoming Events

Fence Environmental Public Hearing – November 30, 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>
Hangar Leases and Maintenance	Annual	Nov-21	T-hangars have been full with a waiting list for several months in 2020 despite the pandemic. Box hangars have had a waiting list for several years. There is some demand for smaller or larger than the 60x60 hangars so a 48x48 or 75x75 should be considered for future budgets.
T-Hangars			
Box Hangars			
New hangar Development			
Review Land Lease Guidelines			
Review South Hangar Area Incentive			

**CVRA November 2021 Operational Review
Hangar Leases and Maintenance**

<u>Facility</u>	<u>Number</u>	<u>Size</u>	<u>2021 Rent</u>	<u>Maintenance</u>	<u>Misc.</u>
T-Hangars	50	Ranges from 1,000 to 1,700 sq ft	Most hangars rent at \$155 or \$163/mo. Largest hangar is \$282. Plus 5.5% charge for sales tax.	Airport maintains and rent includes electricity. Tenant clears snow within 2 feet of door.	Some challenges ensuring tenants are maintaining aircraft as required by the lease and challenges receiving required proof of insurance. Annual pay discount of \$100 for airport owned hangars and \$50 for storage units was implemented for 2019. C-Row hangar door motors are aging and likely need replacing at some point and G-Row roof is including in 2022 budget for sealing.
K-row	5	3,600 sq ft	\$750.10/mo. K2-5 K6-7 - 2021 will be \$787.48 Plus sales tax.	Airport maintains and tenant pays electricity, gas and water. Tenant clears snow within 2 feet of door.	These hangars were not full for the first several years after they were constructed so a \$50/mo. discount for a 3 yr. or more lease was implemented to help fill the hangars. They have been full for several years with a waiting list. The \$50 discount requires the tenant to keep renewing for three year terms after the 1st three year term is complete.
F3 and F4	2	2,160-3,600 sq ft	\$394-603/mo. Plus 5.5% charge for sales tax.	Airport maintains and tenant pays electricity and gas. Tenant clears snow within 2 feet of door.	Hangar F4 received some major repairs in 2016 and Hangar F3 is in good condition. The roof on both hangars is in the 2022 budget for sealing.
I-3 - Civil Air Patrol	1	2,592 sq ft	\$208.92/mo.	Airport maintains and tenant pays electricity and gas. Tenant clears snow within 2 feet of door.	The roof on this hangar is in the 2022 budget for sealing.
Land Leases	17	Ranges from 24,000 (Menards) to 2,800 sq ft	Private hangar rates range from \$.10-\$.311/sq.ft. Corporate (Menards) leases range from \$.11-\$.42/sq.ft.	Tenant maintains and pays electricity and gas. Tenant clears snow within 2 feet of door. Airport plows snow after 2 feet.	South Hangar Incentive - To encourage new construction, the first five private hangar tenants who sign a lease agreement for new hangar construction shall receive the first five years of their land lease at no cost. The first hangar construction to receive the incentive was built in 2021.