

AGENDA
Chippewa Valley Regional Airport Commission
Friday, December 17, 2021, 7:30 a.m.
Virtual Meeting via Webex

Join WebEx Meeting:

<https://eauclairecounty.webex.com>

Meeting ID: 2592 853 1388 Password: xnZPDAJi527

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

Audio conference:

1-415-655-0001 Access Code: 25928531388##

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. November 19, 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
 - Airport Entrance Sign Update
 - Airport Staffing Update
 - The Landline Company Lease Addendum
 - Airport Community Outreach
 1. Discussion/Action

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

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
- Airport Parking Equipment Replacement – FY21
- Corporate Hangar Construction – FY21
- 48'x48' Hangar Construction – FY22

1. Discussion/Action

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: Addendum to Restaurant Lease Agreement and Lease Terms for 2022 Hangar Construction

1. Discussion/Action

b. Proposed Closed Session Pursuant to Wisconsin Statutes Section 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written legal advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved

1. Discussion/Action

9. New Business: None.

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, November 19, 2021, 7:30 am Virtual Meeting via Webex

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

MEMBERS ABSENT: Peter Hoeft

OTHERS PRESENT: Amy Michels-Mead & Hunt, Heather DeLuka-Airport Neighborhood Association, Jack Stewart, 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, Bill Hilgedick, Chuck Hull, Kevin Stelljes and Barry Wells were present via Webex virtual meeting. Scott Francis joined the call at 7:32am
4. **Approval of Minutes:**
 - a. **October 22, 2021 Regular Commission Meeting:**

On a motion by Com. Wells, seconded by Com. Bowe, the minutes of the October 22, 2021 meeting were approved as submitted.
(*Ayes 5-Nayes 0*)
5. **CVRA Finance and Activity Reports:**
 - a. **Expense Vouchers, Credit Card Charges and Financial Report:**

On a motion by Com. Bowe, seconded by Com. 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 as compared to 2020. October 2021 total passengers are down 13% over October 2019.
 - **Car Rental Operations**

Cars rented are up for the month versus 2020, up 31% YTD over 2020 and down 24% YTD over 2019.
 - **Tower Operations**

Tower Operations are up 4% for the month and 16% 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 whether our Tower was an FAA or sponsor owned tower, if other area airports offer discounts for renting or building hangars and what the airport is doing to get the FAA to approve a firefighting foam alternative that does not contain PFAS.

7. Operational Matters:

a. Airport Operations Report

- **Infrastructure and Investment Jobs Act:** The Airport Director discussed how the Infrastructure and Investment Jobs Act may benefit the Airport.
- **Airport Quarterly Report:** The Commission reviewed the Airport Quarterly Report.
- **Airport Staffing:** The Airport Director discussed the staffing challenges and options for hiring that we are working on with Eau Claire County. Commissioners were in support of a shift differential for after hours work and other benefits to help fill ground handler shifts.
- **Airport Community Outreach:** The Commission reviewed the Airport Community Outreach opportunities and events.

b. Airport Strategic Plan Update/Review:

The Operational Review for November covered Hangar Leases and Maintenance.

c. 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:** Construction to start in the Spring
- **AIP 49 ARFF Building Reconstruct– FY22:** Working on funding options.
- **AIP 50 Master Plan Update – FY22:** On hold pending funding.
- **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:** The contractor is still completing necessary documents prior to being awarded the contract.

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**

On a motion by Com. Francis, seconded by Com. Wells, the Commission entered into closed session at 8:31 am with the following Roll Call Vote – Ayes: Com. Bowe, Francis, Hilgedick, Hull and Wells; Nays: None.

Commission Chair Hilgedick reported in open session that the Commission provided direction to the Airport Director on proceeding with specified lease agreements.

10. Discuss Future Agenda Items: Parking System Replacement and Entrance Sign updates

11. Set Future Meeting Dates and Times: The next Regular Commission Meetings are planned for December 17th, January 21th, 2022 and February 18th, 2022.

12. Adjournment:

On a motion by Com. Francis, seconded by Com. Wells, the meeting was adjourned at 9:30 am.

(Ayes 5-Nays 0)

Respectfully Submitted,

Scott Francis, Secretary

November Vouchers for approval December 17, 2021

AECOM	PFAS Site Investigation Work 10/30/21-11/26/21	53510-299	\$6,600.00
Cintas	Uniforms & Towels	53510-298	\$313.45
Dept. of Natural Resources	Site Investigation Workplan Review	53510-299	\$700.00
JM Janitorial	Janitorial Services 10/4/21-11/12/21	53510-200	\$1,552.50
JM Janitorial	Janitorial Services 11/15/21-12/10/21	53510-200	\$1,107.00
Leonard & Finco Public Relations	Communication Assistance	53510-299	\$879.50
Quality Roofing	Leaking Window Repairs	53510-248	\$321.22
River Country Co-op	Urea Deicer Delivery 10/29/21	53510-246	\$4,408.16
Sign Art	Electronic Message Center Installation	53510-820	\$20,235.00
Sojern, Inc.	Online display advertising, November	53510-327	\$2,653.52
Swanson Flooring	Entryway Floor Matting replacement	53510-820	\$14,700.00
<i>TJ Electric</i>	<i>ATCT generator transfer switch service</i>	<i>53515-248</i>	<i>\$180.00</i>
<i>WIL-KIL Pest Control</i>	<i>Annual Tower Pest Control</i>	<i>53515-248</i>	<i>\$464.55</i>
Xcel Energy	Terminal Gas/Electric - November	53510-222/224	\$14,476.17
<i>Xcel Energy</i>	<i>ATCT Gas/Electric - November</i>	<i>53515-222/224</i>	<i>\$1,966.69</i>
<i>ITALICIZED items = Tower Expenses</i>		TOTAL	<u>\$70,557.76</u>

November Credit Card Charges

THE OSTHOFF RESORT	Training	53510-340	224.00
ADVANCE MEDIA NEW YORK	October Marketing	53510-327	3775.00
AMAZON	Janitorial	53510-248	23.00
AMAZON	Marketing	53510-327	139.84
AMAZON	Telephone	53510-226	12.99
CROWN AWARDS INC	Tax Refund	53510-327	-0.43
CROWN AWARDS INC	Marketing	53510-327	8.32
<i>AMAZON</i>	<i>ATCT Building</i>	<i>53515-248</i>	<i>18.48</i>
GOLD CROSS ANSWERING SVC	Telephone	53510-225	71.56
AMAZON	Janitorial	53510-248	23.98
DALCO ENTERPRISES	Janitorial	53510-248	244.68
NASSCO INC	Janitorial	53510-248	232.62
STAPLES	Janitorial	53510-248	206.58
STAPLES	Office Supply	51451-310	17.97
STAPLES	Office Supply	53510-310	39.99
ZORO TOOLS INC	Building	53510-248	107.36
ZORO TOOLS INC	Building	53510-248	85.49
FLEET PRIDE	Grounds	53510-246	164.88
HEADCO INDUSTRIES INC	Building	53510-248	18.74
MENARDS EAU CLAIRE WEST	Building	53510-248	126.44
INTERSTATE BATTERY SYS	Vehicles	53510-241	209.95
<i>AMAZON</i>	<i>ATCT Building</i>	<i>53515-248</i>	<i>44.99</i>
<i>O'REILLY AUTO PARTS</i>	<i>ATCT Building</i>	<i>53515-248</i>	<i>18.78</i>
<i>O'REILLY AUTO PARTS</i>	<i>Vehicles</i>	<i>53510-246</i>	<i>14.97</i>
PRO LIGHTING	Building	53510-248	38.99
PIERCE MFG	Vehicles	53510-241	77.08
<i>BATTERIES PLUS</i>	<i>ATCT Building</i>	<i>53515-248</i>	<i>59.80</i>
FARM & FLT CF	Building	53510-248	151.95
FARM & FLT CF	Vehicles	53510-241	199.99
DESIGNOVATIONS- INC	Frangible couplers for airfield signs	53510-246	773.72
MENARDS EAU CLAIRE WEST	Building	53510-248	34.08
		TOTAL	<u>\$7,165.79</u>

Chippewa Valley Regional Airport

2021 BUDGET COMPARISON Estimated November 30, 2021

#	Item	12 Month Budget 2021	Budget YTD Allocated	Actual as of 11/30/21 (91.67%)	Variance YTD	Balance Remaining For Year	Estimate
Income			91.67%				
41110	Contrib From Eau Claire Cty	\$403,020	\$369,435	\$403,020	\$33,585.00	\$0.00	\$403,020
43790	Contrib From Chippewa Cty	\$131,574	\$120,610	\$131,574	\$10,964.50	\$0.00	\$131,574
	Sub-Total Tax Revenue	\$534,594	\$490,044.50	\$534,594.00	\$44,549.50	\$0.00	\$534,594
46341	Air Terminal	\$156,631	\$143,578	\$148,837	\$5,258.89	\$7,793.69	\$163,789
46342	FBO	\$127,522	\$116,895	\$117,495	\$599.86	\$10,026.97	\$127,522
46343	Airfield	\$134,917	\$123,674	\$132,489	\$8,815.21	\$2,427.87	\$142,817
46344	Hangars	\$227,184	\$208,252	\$232,359	\$24,107.44	(\$5,175.44)	\$244,500
46345	Parking	\$100,000	\$91,667	\$121,015	\$29,347.85	(\$21,014.52)	\$131,000
46346	Rental Cars	\$85,000	\$77,917	\$157,667	\$79,750.20	(\$72,666.87)	\$160,000
46349	Ground Handling	\$0	\$0	\$20,000	\$20,000.00	(\$20,000.00)	\$24,000
48902	Vehicle Fuel Reimbursement	\$15,000	\$13,750	\$17,178	\$3,427.77	(\$2,177.77)	\$16,500
48903	Equipment Rental	\$0	\$0	\$1,100	\$1,100.00	(\$1,100.00)	\$1,200
	Sub-Total Operating Revenue	\$846,254	\$775,733	\$948,140	\$172,407.24	-\$101,886	\$1,011,328
	Sub-Total Taxes and Operating Rev.	\$1,380,848.00	\$1,265,777.33	\$1,482,734.07	\$216,956.74	(\$101,886.07)	\$1,545,922.45
48691	Other Revenue	\$5,000	\$4,583	\$11,883	\$7,299.43	(\$6,882.76)	\$12,000
48900	Insurance Refunds	\$0	\$0	\$17,607	\$17,607.20	(\$17,607.20)	\$17,607
48901	PFC	\$43,900	\$40,242	\$72,444	\$32,201.86	(\$28,543.53)	\$85,000
43690-91	Airport Grants	\$3,718,213	\$3,408,362	\$665,096	(\$2,743,266.42)	\$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	-\$398,225	\$0	\$398,224.75	(\$434,427.00)	\$0
	Sub-Total Other Revenue	\$3,332,686	\$3,054,962.17	\$767,028.99	(\$2,287,933.18)	\$2,565,657.01	\$779,703
	TOTAL INCOME	\$4,713,534	\$4,320,739.50	\$2,249,763.06	(\$2,070,976.44)	\$2,463,770.94	\$2,325,625
Expenses							
53510-111	Salary Perm-Regular	\$373,746	\$342,601	\$309,787.54	(\$32,812.96)	\$63,958.46	\$373,746
-112	Salary Perm-OT	\$12,000	\$11,000	\$7,304.41	(\$3,695.59)	\$4,695.59	\$12,000
-114	Salary-On Call Pay	\$5,200	\$4,767	\$4,600.00	(\$166.67)	\$600.00	\$5,200
-121	Salary Temp Regular	\$7,000	\$6,417	\$7,543.13	\$0.00	(\$543.13)	\$10,000
-130	Employee Benefits	\$4,200	\$3,850	\$3,850.00	\$0.00	\$350.00	\$4,200
-136	PTO-ELB-Lump Sum Payout	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-141	Board & Comm Per Diem	\$4,080	\$3,740	\$4,200.00	\$460.00	(\$120.00)	\$4,080
-142	Cnty Brd & Comm Mile	\$900	\$825	\$49.51	(\$775.49)	\$850.49	\$50
-150	Health Ins Incentive	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-151	Social Security	\$30,141	\$27,629	\$23,291.01	(\$4,338.24)	\$6,849.99	\$30,275
-152	Retirement Emplr Share	\$24,186	\$22,171	\$19,233.99	(\$2,936.51)	\$4,952.01	\$27,196
-153	HSA Contribution	\$3,500	\$3,208	\$3,562.50	\$354.17	(\$62.50)	\$4,500
-154	Hos & Health Ins	\$85,720	\$78,576	\$72,463.80	(\$6,112.61)	\$13,255.92	\$85,720
-155	Life Insurance	\$87	\$80	\$122.97	\$43.22	(\$35.97)	\$125
-158	Unemployment Comp	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-200	Contract Svcs	\$39,500	\$36,208	\$4,495.50	(\$31,712.83)	\$35,004.50	\$11,900
-212	Attorney Fees	\$6,000	\$5,500	\$2,736.50	(\$2,763.50)	\$3,263.50	\$5,000
-213	Accounting & Audit	\$5,100	\$4,675	\$2,999.85	(\$1,675.15)	\$2,100.15	\$5,100
-221	Water & Sewer	\$54,636	\$50,083	\$38,714.82	(\$11,368.18)	\$15,921.18	\$52,000
-222	Electric	\$99,940	\$91,612	\$85,294.23	(\$6,317.44)	\$14,645.77	\$99,940
-224	Gas & Fuel Oil	\$37,600	\$34,467	\$30,130.46	(\$4,336.21)	\$7,469.54	\$37,600
-225	Telephone	\$4,000	\$3,667	\$2,851.45	(\$815.22)	\$1,148.55	\$4,000
-226	Cellular Phone	\$1,380	\$1,265	\$1,585.07	\$320.07	(\$205.07)	\$2,000
-227	Dataline/Internet	\$500	\$458	\$847.17	\$388.84	(\$347.17)	\$20
-241	Motor Vehicle Maint	\$14,000	\$12,833	\$8,314.51	(\$4,518.82)	\$5,685.49	\$14,000
-246	Grounds Maint	\$100,000	\$91,667	\$51,657.81	(\$40,008.86)	\$48,342.19	\$100,000
-248	Building Maint	\$29,000	\$26,583	\$26,150.89	(\$432.44)	\$2,849.11	\$29,000
-249	Service on Machines	\$500	\$458	\$0.00	(\$458.33)	\$500.00	\$500
-297	Refuse Collection	\$1,600	\$1,467	\$1,319.76	(\$146.91)	\$280.24	\$1,320
-298	Laundry Services	\$3,500	\$3,208	\$3,292.27	\$83.94	\$207.73	\$3,500
-299	Sundry Contract Services	\$45,000	\$41,250	\$49,446.63	\$0.00	\$0.00	\$49,780
-310	Office Supplies	\$600	\$550	\$292.01	(\$257.99)	\$307.99	\$600
-311	Postage and Box Rent	\$600	\$550	\$698.47	\$148.47	(\$98.47)	\$700
-313	Printing & Dup	\$750	\$688	\$473.96	(\$213.54)	\$276.04	\$750
-320	Ref Materials	\$500	\$458	\$195.00	(\$263.33)	\$305.00	\$100
-321	Publish Legal Notices	\$100	\$92	\$0.00	(\$91.67)	\$100.00	\$100
-324	Membership Dues	\$4,000	\$3,667	\$3,613.00	(\$53.67)	\$387.00	\$4,000
-327	Marketing	\$55,000	\$50,417	\$46,863.47	(\$3,553.20)	\$8,136.53	\$55,000
-328	Airline Recruitment	\$10,000	\$9,167	\$500.00	(\$8,666.67)	\$9,500.00	\$5,000
-340	Travel-Train, Conf & Misc.	\$15,000	\$13,750	\$10,847.17	(\$2,902.83)	\$4,152.83	\$15,000

#	Item	12 Month Budget 2021	Budget YTD Allocated	Actual as of 11/30/21 (91.67%)	Variance YTD	Balance Remaining For Year	Estimate
-366	Fire fight supplies	\$4,500	\$4,125	\$355.00	(\$3,770.00)	\$4,145.00	\$1,000
-377	Vehicle Fuel	\$35,000	\$32,083	\$29,872.96	(\$2,210.37)	\$5,127.04	\$35,000
-510	Insurance	\$64,474	\$59,101	\$64,742.58	\$5,641.41	(\$268.58)	\$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	\$1,833	\$2,335.49	\$502.16	(\$335.49)	\$2,500
-933	Bank Service Charges	\$0	\$0	\$4,622.32	\$4,622.32	(\$4,622.32)	\$5,500
Sub-Total Operating Expense		\$1,185,539.72	\$1,086,744.74	\$961,931.02	(\$124,813.72)	\$223,608.70	\$1,194,001.17
53510-121	Sal Temp-Ground Handling	\$0	\$0	\$1,954.56	\$1,954.56	(\$1,954.56)	\$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	\$306.19	\$306.19	(\$306.19)	\$467
-366	Ground Handling Supplies	\$0	\$0	\$805.36	\$805.36	(\$805.36)	\$2,800
Sub-Total Ground Handling Expense		\$0	\$0.00	\$5,113.94	\$5,113.94	(\$5,113.94)	\$9,367
53515-221	ATCT Water-Sewer-Strmwtr	\$1,061	\$973	\$742.62	(\$229.96)	\$318.38	\$1,000
-222	ATCT Electricity	\$16,000	\$14,667	\$14,787.92	\$121.25	\$1,212.08	\$16,000
-224	ATCT Gas & Fuel Oil	\$4,000	\$3,667	\$2,442.21	(\$1,224.46)	\$1,557.79	\$4,000
-225	ATCT Telephone	\$1,500	\$1,375	\$960.00	(\$415.00)	\$540.00	\$1,500
-248	ATCT Building Maintenance	\$15,000	\$13,750	\$14,235.42	\$485.42	\$764.58	\$20,000
Sub-Total Tower Expense		\$37,561	\$34,430.92	\$33,168.17	(\$1,262.75)	\$4,392.83	\$42,500
53610-810	Capital Equipment	\$60,000	\$55,000	\$24,500.00	(\$30,500.00)	\$35,500.00	\$54,500
-820	Capital Improvement	\$3,167,000	\$2,903,083	\$229,419.80	(\$2,673,663.53)	\$2,937,580.20	\$371,270
-829	Other Capital Improvement	\$263,433	\$241,480	\$142,092.93	(\$99,387.32)	\$121,340.07	\$166,790
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	\$3,199,563.58	\$396,012.73	(\$2,803,550.85)	\$3,094,420.27	\$592,560
TOTAL EXPENSE		\$4,713,534	\$4,320,739.24	\$1,396,225.86	(\$2,929,627.32)	\$3,322,421.80	\$1,838,428
NET OPERATING INCOME		\$0	\$0	\$853,537.20		(\$858,650.86)	\$487,197
<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	2,880,803					

Chippewa Valley Regional Airport
Traffic Statistics
 November 2021

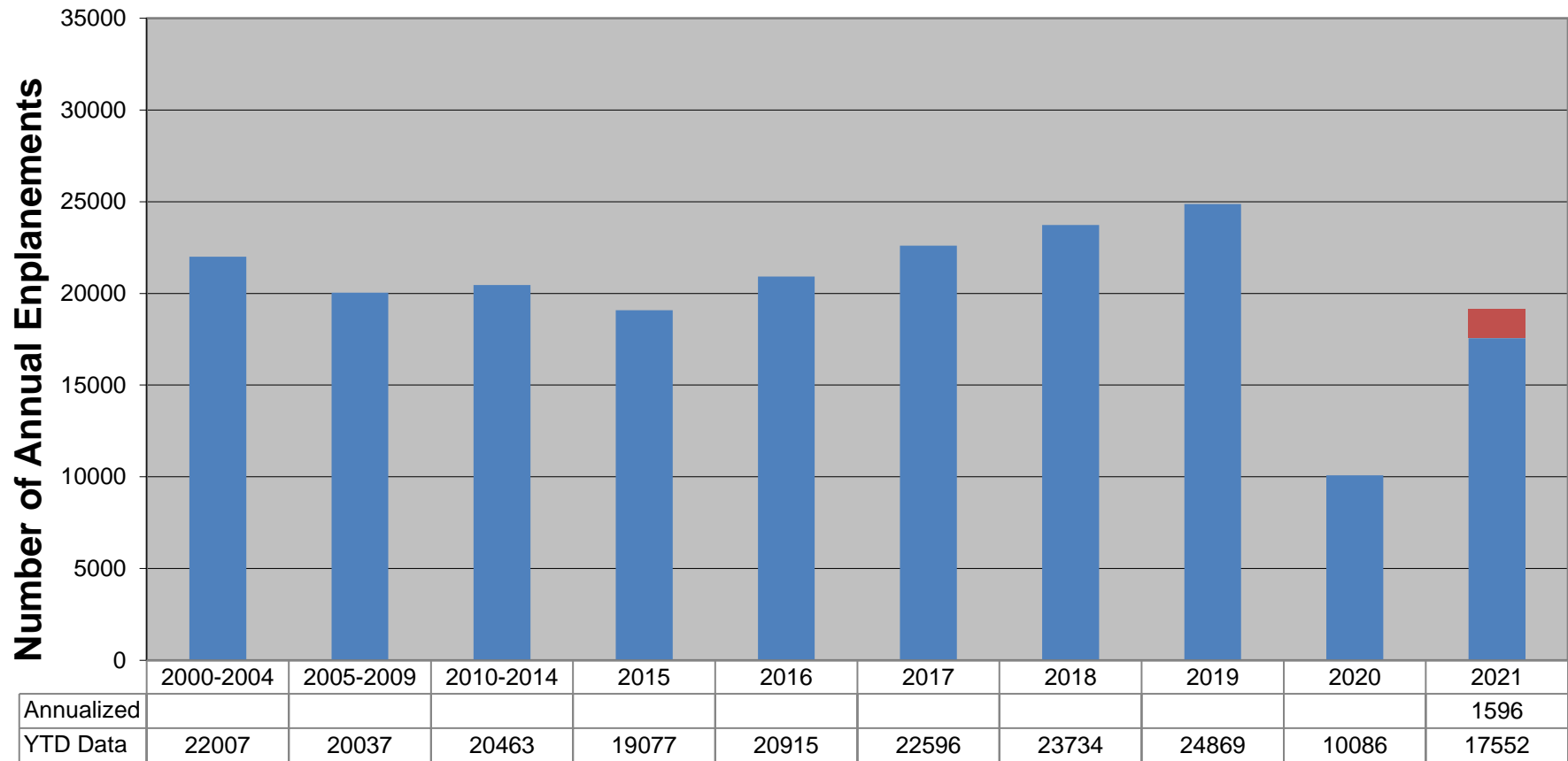
AIRLINE PASSENGERS	Month			21/20 % Diff.	21/19 % Diff.	Year to date			21/20% Diff.	21/19 % Diff.
	2021	2020	2019			2021	2020	2019		
UNITED Enplaned	1838	689	1760	167%	4%	16890	8290	20714	104%	-18%
CHARTERS Enplaned						<u>662</u>	<u>916</u>	<u>2176</u>	-28%	-70%
Total Enplaned						17552	9206	22890	91%	-23%
UNITED Deplaned	1967	682	1806	188%	9%	17174	8308	20277	107%	-15%
CHARTERS Deplaned						<u>662</u>	<u>916</u>	<u>2176</u>	-28%	-70%
Total Deplaned						17836	9224	22453	93%	-21%
Total Enplaned/Deplaned	3805	1371	3566	178%	7%	35388	18430	45343	92%	-22%
UA Departure Load Factor	62%	23%	63%			52%	29%	64%		
UA Arrival Load Factor	67%	23%	65%			54%	27%	64%		
UNITED PERFORMANCE	2021	2020	2019			2021	2020	2019		
Scheduled Flights/Landings	59	60	59	-2%	0%	667	613	669	9%	0%
Canceled Flights										
Xnld for Wx	0	0	3			27	7	32		
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>2</u>		
Total	0	0	3	#DIV/0!	-100%	28	19	37	47%	-24%
Total Landings	59	60	56	-2%	5%	639	594	632	8%	1%
EAU Arrival	2021	2020	2019			2021	2020	2019		
Completion Factor	100%	100%	95%			96%	97%	94%		
OnTime %	90%	92%	73%			81%	86%	69%		
EAU Departure										
Completion Factor	100%	100%	95%			96%	96%	95%		
OnTime %	92%	95%	80%			83%	87%	79%		
ORD Arrival										
Completion Factor	100%	100%	95%			96%	96%	95%		
OnTime %	90%	97%	81%			82%	88%	77%		

All on time arrivals/departures follow DOT methodology.

Landline

Leg O&D	Month	Total
EAU-MSP	November	6
MSP-EAU	November	<u>9</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 *	\$864	\$933	\$449	\$792	\$557	\$449	\$1,235	\$1,028	\$514
MCO - Orlando *	\$594	\$497	\$397	<u>\$583</u>	\$698	\$516	\$815	\$972	\$827
PHX - Phoenix *	\$573	\$455	\$285	\$663	\$699	\$445	\$1,134	\$972	\$737
	12/17-12/19			12/24-12/26			12/31-1/2		
ORD - Chicago **	\$574	\$168	\$257	\$464	\$280	\$248	\$314	\$295	\$303
DEN - Denver **	\$708	\$267	\$317	\$714	\$507	\$417	\$644	\$697	\$477
LAS - Las Vegas **	\$299	\$376	\$297	\$614	\$437	\$367	\$565	\$779	\$467
EWR - Newark **	\$392	\$326	\$315	\$562	\$602	\$657	\$483	\$655	\$627
IAD - Washington Dulles **	\$531	\$378	\$378	\$504	\$508	\$458	\$466	\$777	\$579
	12/14-12/16			12/21-12/23			12/28-12/30		

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

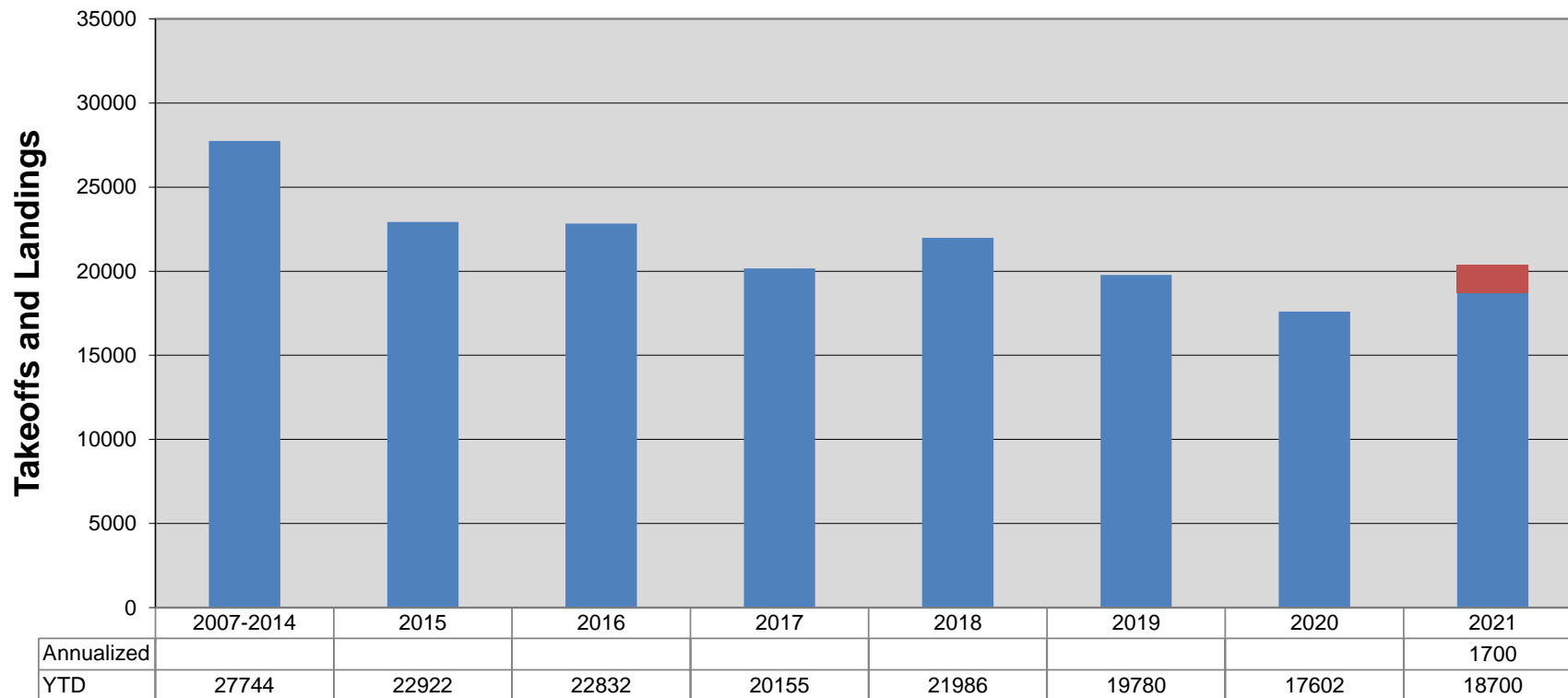
	<u>2021</u>	<u>2020</u>	<u>2019</u>	21/20 % Diff.	21/19 % Diff.
January	276	515	345	-46%	-20%
February	231	472	361	-51%	-36%
March	369	360	433	2%	-15%
April	408	113	455	261%	-10%
May	438	141	533	211%	-18%
June	421	228	622	85%	-32%
July	468	288	690	63%	-32%
August	508	302	703	68%	-28%
September	451	328	617	38%	-27%
October	456	321	553	42%	-18%
November	403	264	509	53%	-21%
December		286	518	-100%	-100%
YTD	4429	3332	5821	33%	-24%

Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 November 2021

		Month		% Diff.	Year to date		% Diff.
		2021	2020		2021	2020	
Itinerant	Air Carrier	8	2	300%	35	24	46%
	Commuter/ Air Taxi	238	179	33%	2468	2138	15%
	GA	977	832	17%	11916	9615	24%
Local	Military	30	20	50%	510	343	49%
	GA	278	410	-32%	3611	4081	-12%
	Military	<u>2</u>	<u>0</u>	#DIV/0!	<u>160</u>	<u>56</u>	186%
TOTAL		1533	1443	6%	18700	16257	15%

Chippewa Valley Regional Airport Annual Air Traffic Control Tower Operations



Years

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
38. Nov 17 – TSA Awards Ceremony
39. Nov 19 – Work Plan Press Release
40. Nov 30 – Fence Public Hearing

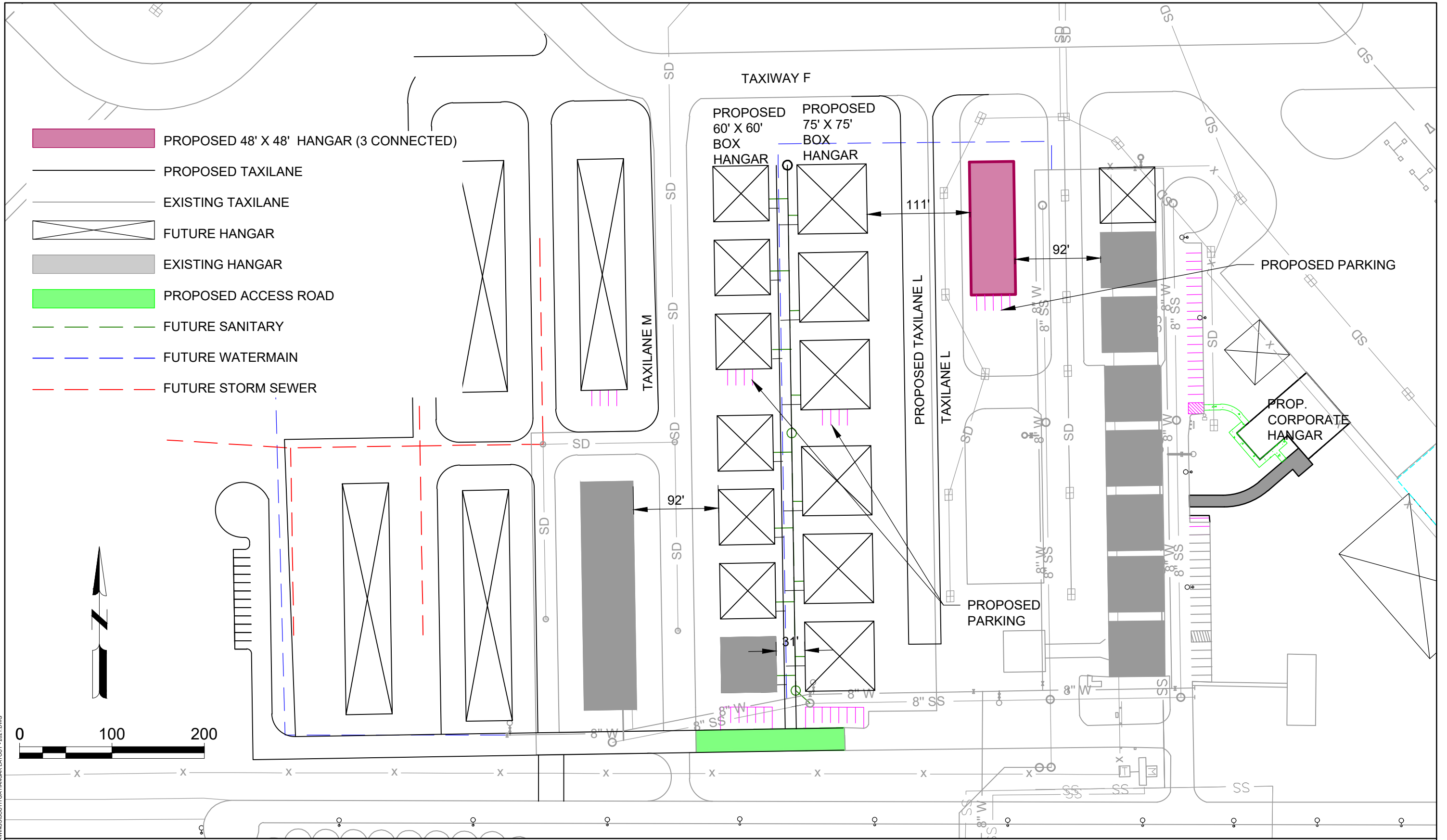
Upcoming Events

Pancake Breakfast/Fly-In – May 7, 2022

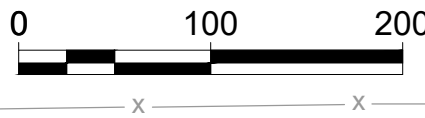
Chippewa Valley Airshow – June 4-5, 2022

CVRA December 2021 Operational Review
Air Terminal Leases and Maintenance

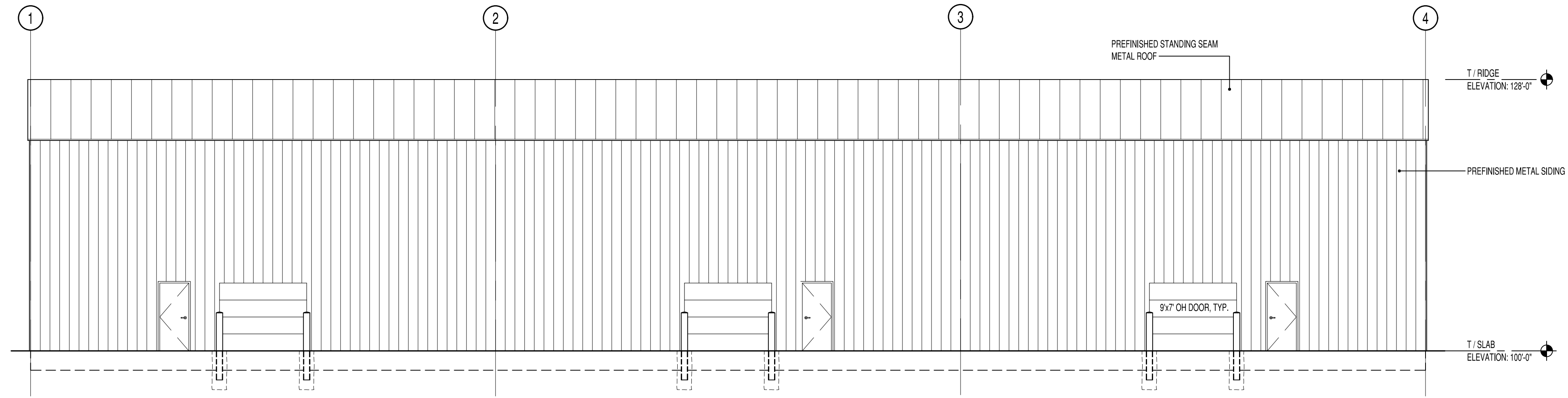
Facility	Term	2021 Rates	Maintenance and Utilities	Misc.
Restaurant	1 Year Extension Expires December 31, 2021	Estimated \$2,000/mo.	- Restaurant maintains and replaces kitchen equipment. Restaurant pays for separately metered gas and electric for leased space and reimburses airport for water usage. Restaurant pays for trash services - Airport pays for heat/air and maintains public areas such as restrooms, parking lot, sidewalks, etc.	- Hangar 54 has the first right of refusal for another 5 year term beyond 2020. - Lease includes vending. - An addendum for a 1 year addition to the original 5 year term expires at the end of 2021. The 1 year addendum was due to the uncertainty of COVID.
TSA	Expires September 30, 2023	\$23.22/sq.ft. (rent - \$16.57 OE - \$6.65)	- Airport pays for all utilities; cleans and maintains leased space; maintains public areas such as restrooms, parking lot, sidewalks, etc.	Space is relatively new and no major maintenance issues. - Original 10 year term expired September 2020. TSA requested a 3 year extension.
FAA	5 years Expires September 30, 2021	\$21/sq.ft.	- Airport pays for all utilities; maintains public areas such as restrooms, parking lot, sidewalks, etc.	Agreement is currently month to month. Per FAA they are short staffed and unsure when they will get back to us with a renewal.
Airline	3 years Expires January 31, 2023	\$26.64/sq.ft.	- Airport pays for all utilities; cleans and maintains leased space; maintains public areas such as restrooms, parking lot, sidewalks, etc. - Use of passenger boarding bridge is included in the lease rate.	- SkyWest also pays landing fees of \$1.41/1,000 MGLW. Non-leasing airlines pay \$1.51/1,000 lbs. MGLW
Car Rentals	5 years Expired December 31, 2020 extended to 12/31/22	\$23.90/sq.ft. plus 10% of gross sales or minimum monthly guarantee whichever is greater	- Airport pays for all utilities; cleans and maintains leased space; maintains public areas such as restrooms, parking lot, sidewalks, etc.	- Car Rentals also pay \$159/mo. for 36 parking spaces. - Space is relatively new and no major maintenance issues. - Minimum Monthly Guarantees: Enterprise - \$2,683.36; Avis/Budget - \$1,800; Hertz departed in August 2020 after bankruptcy. - Minimums are waived if passengers for any month are lower than 75% of the passengers in the same month in the previous year per the lease terms.
Mead & Hunt	Expires December 31, 2022	\$15.45/sq.ft.	- Airport pays for all utilities; cleans and maintains leased space; maintains public areas such as restrooms, parking lot, sidewalks, etc.	- Mead & Hunt relocated to smaller office space effective July 2020.
Advertising & Ground Service Agreements	Annual Contracts	2021 = 50% discount for fees due to low traffic (Customers pay \$250-650 annually in 2020)	Airport pays for electricity and all equipment needed for the advertising monitors; Airport also maintains advertisements on Airport website which was fully updated along with the Eau Claire County Websites in 2020.	- A contract is required to do business at the airport which includes ground transportation companies picking up passengers. - 2020 = 18 advertisers/ground trans agreements
Terminal Area				- Upgraded South Entrance Terminal doors to automatic doors, installed bottle fillers in main terminal and secure areas and upgraded all paper towel dispensers to be automatic/touch free. LED lighting replacement continues as time and money allows. - Tiles on the columns at the terminal main entrance and car rental entrance are starting to peel off. We are working on replacement options. - Refurbished Entrance Sign with new lighting and wrap/skin. New LED display installed 2021. - New door access to the secured area is planned for 2022.
Admin Offices				Remodeled in 2015.



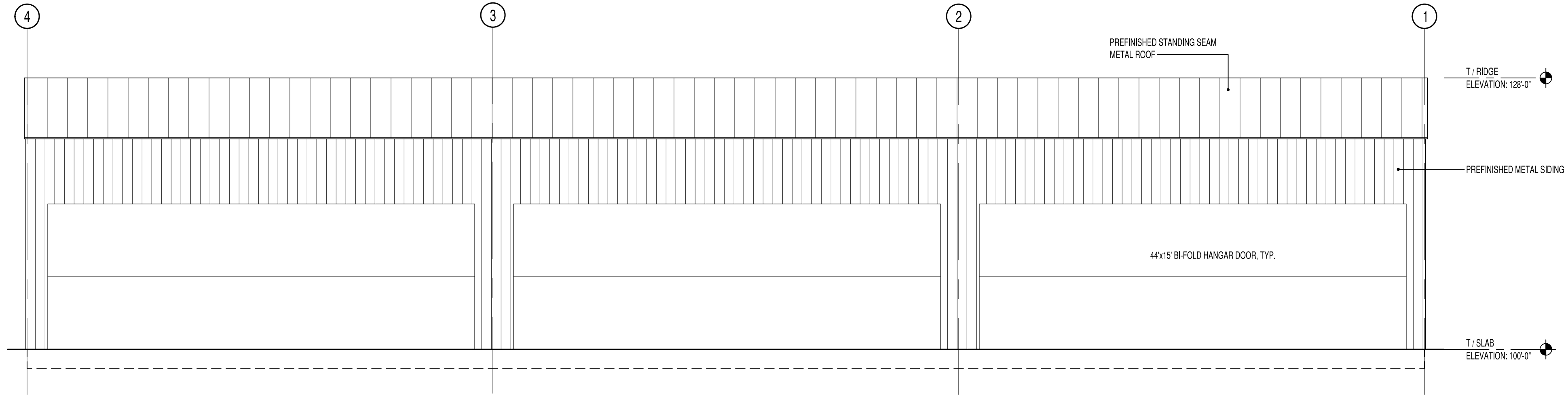
- PROPOSED 48' X 48' HANGAR (3 CONNECTED)
- PROPOSED TAXILANE
- EXISTING TAXILANE
- XX FUTURE HANGAR
- EXISTING HANGAR
- PROPOSED ACCESS ROAD
- FUTURE SANITARY
- FUTURE WATERMAIN
- FUTURE STORM SEWER



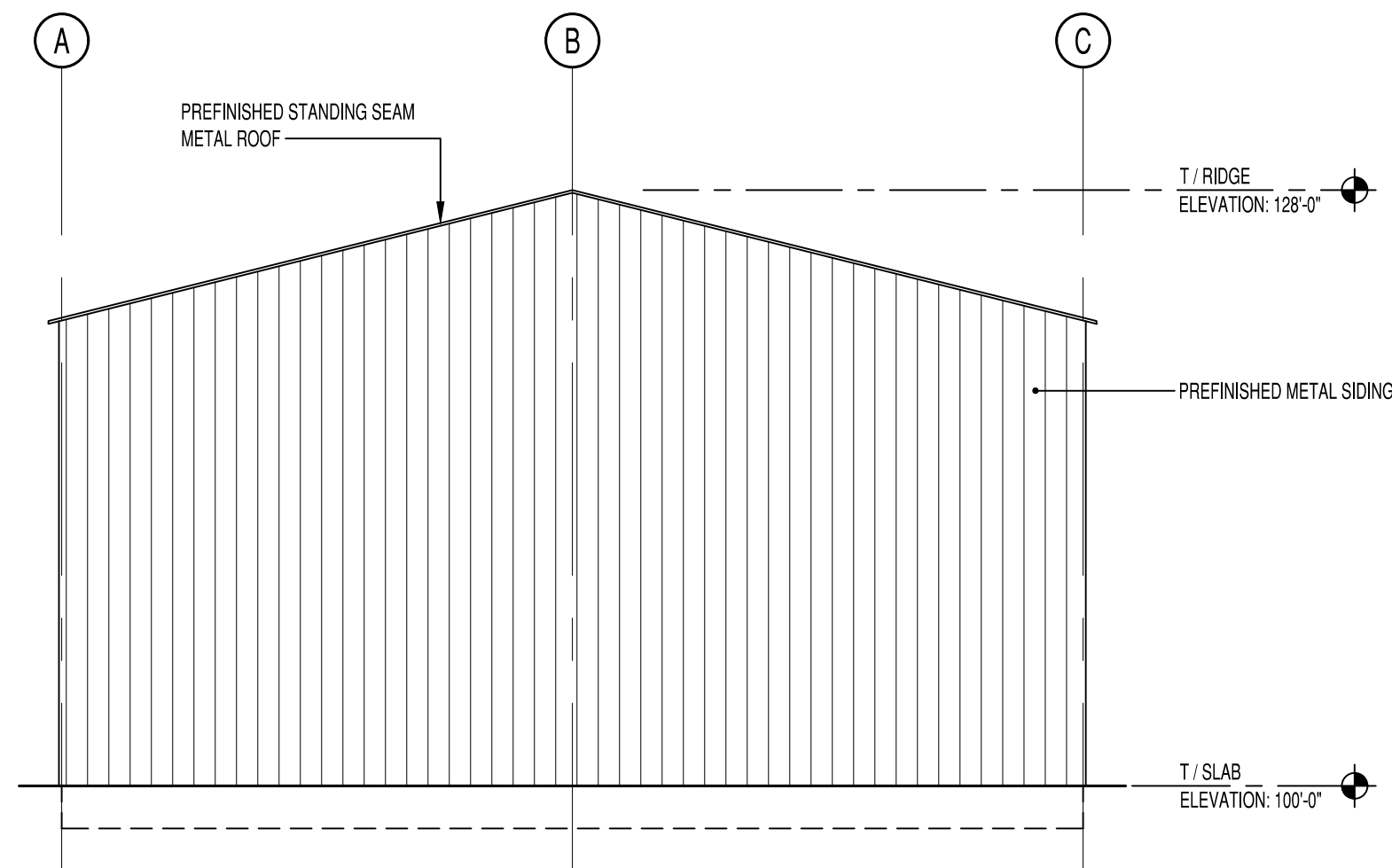
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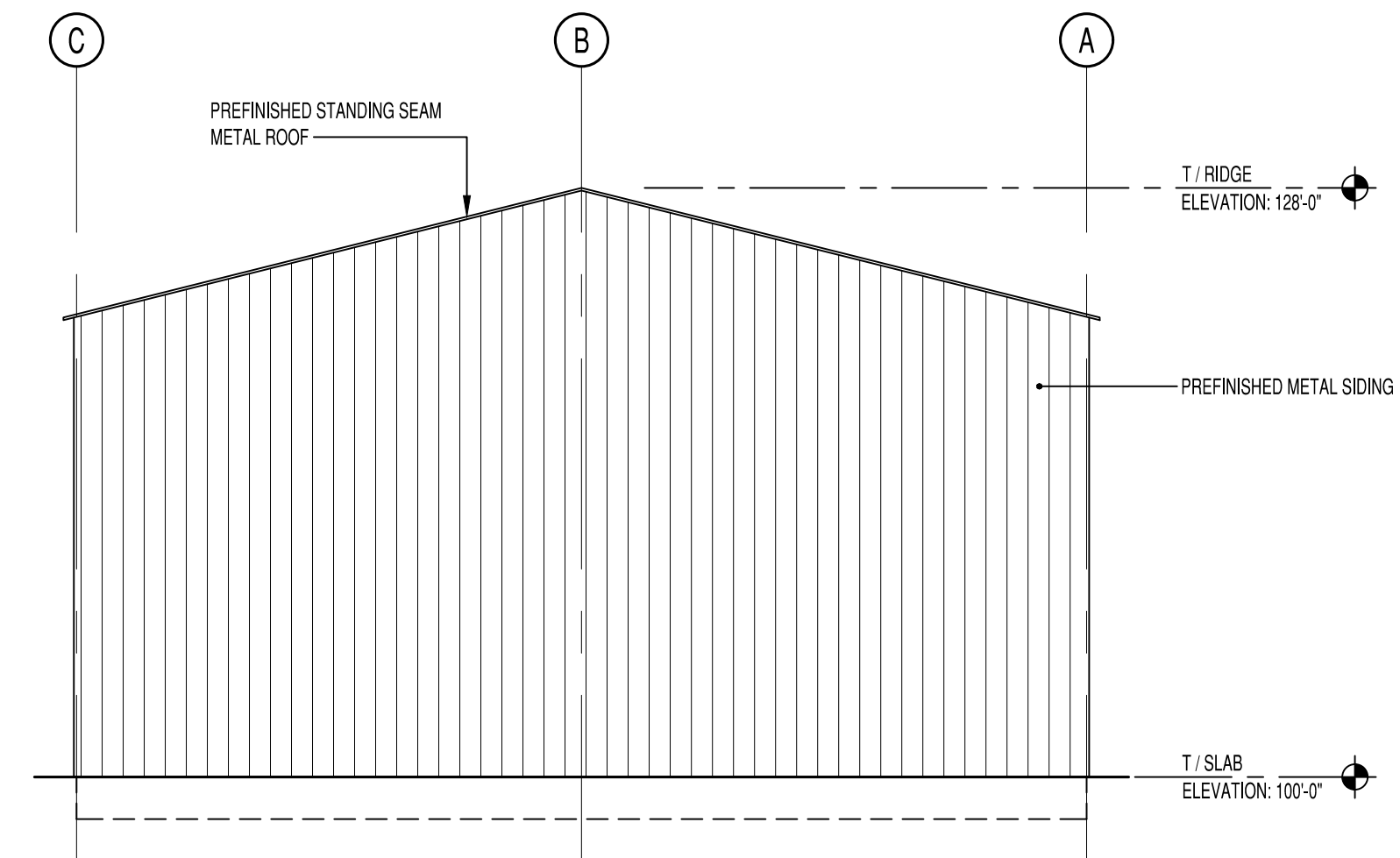
4 EAST ELEVATION
SCALE: 1/8" = 1'-0"



3 WEST ELEVATION
SCALE: 1/8" = 1'-0"



2 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



1 NORTH ELEVATION
SCALE: 1/8" = 1'-0"

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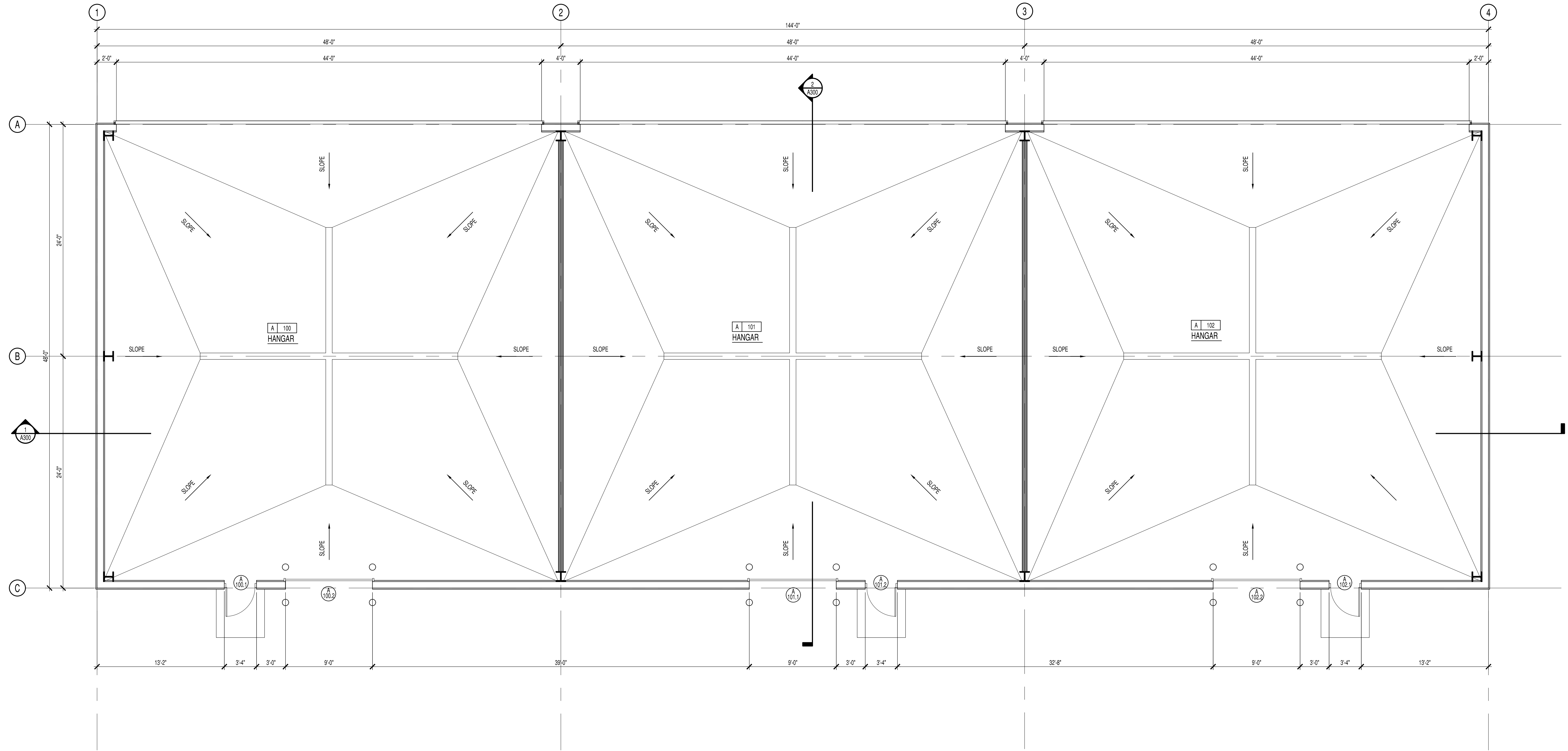
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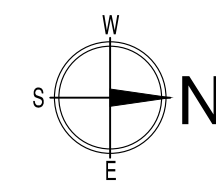
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FIRST FLOOR PLAN

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**CHIPPEWA VALLEY REGIONAL AIRPORT
 LEASED HANGAR**
 EAU CLAIRE, WI
 FLOOR PLAN

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