

# CHIPPEWA VALLEY REGIONAL AIRPORT

## DEPARTMENT MISSION/VISION

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

## DEPARTMENT BUDGET HIGHLIGHTS

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

## STRATEGIC DIRECTION AND PRIORITY ISSUES

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

## TRENDS AND ISSUES ON THE HORIZON

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

## POSITION CHANGES IN 2022

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

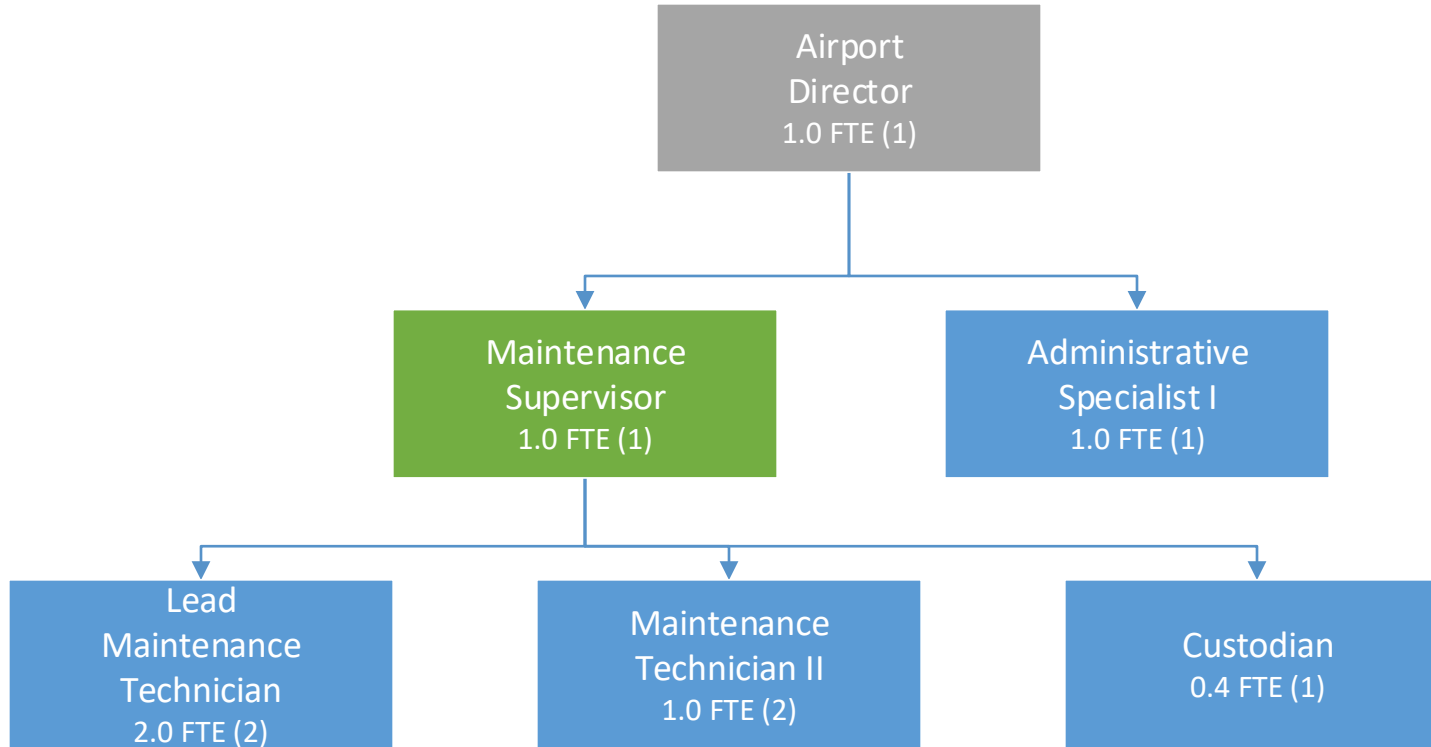
## OPERATIONAL CHANGES – WITHOUT FISCAL IMPACT

- The Airport operates under a multi-year agreement with Chippewa and Eau Claire Counties, so operational changes for 2022 do not have fiscal impact on Eau Claire County.
- The budgeted revenues for 2021 are intended to be conservative, given we do not know where we will be at in the COVID-19 recovery process.
- A CARES Act grant awarded in 2020 will help partially fund airport operational expenses in 2022. It is anticipated this grant will be fully utilized in the 2022 fiscal year.

## POTENTIAL RISKS

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

# Airport



Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
FTE	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.40	6.40

## Commercial Airline Service

The Chippewa Valley Regional Airport provides support for commercial air service operations. The commercial air service program includes everything having to do with facilitating, serving and maintaining commercial air service, including Aircraft Rescue and Firefighting, Federal Aviation Administration Airport Certification, Transportation Security Administration Airport Security Program, air service marketing and public relations, facilities and maintenance for the airfield, terminal building, air traffic control tower, parking lot and entrance road.

OUTPUTS	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>YTD 2021*</u>
Number of passenger enplanements/deplanements	47,262	49,313	20,247	15,309
Number of community presentations	60	48	38	21

*\*YTD indicates Jan-Jun Results*

OUTCOMES	Benchmark	2018	2019	2020	YTD 2021*
80% of commercial passengers will report being satisfied or extremely satisfied with the airport controlled metrics on a customer satisfaction survey administered randomly.	80%	85%	82%	87%	100%
Maintain percentage change in passenger enplanements at a level equal to or greater than the percentage change in the state average of area airports.	TBD	5%	4%	-59%	TBD
Commercial air service will be promoted in the community 50 times throughout the year.	50 or more	60	48	48	21

*\*YTD indicates Jan-Jun Results*

## General Aviation

The Chippewa Valley Regional Airport provides the infrastructure necessary to facilitate general/corporate aviation operations. Examples: facilities and maintenance for the airfield, hangars, FBO facilities, air traffic control tower, parking lot and entrance road.

OUTPUTS	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>YTD 2021*</u>
Number of hangars rented for airport	53 of 61	54 of 61	61 of 61	63 of 63
Aircraft Operations	21,986	19,780	17,602	9,033
Gallons of Fuel	1,736,335	1,672,577	1,003,139	534,025

*\*YTD indicates Jan-Jun Results*

OUTCOMES	Benchmark	2018	2019	2020	YTD 2021*
85% of airport owned hangars will be rented.	85%	87%	89%	100%	100%
Maintain percentage change of aircraft operations at a level equal to or greater than the change in the state average.	TBD	9%	-10%	-11%	TBD
80% of general aviation users will report being satisfied or extremely satisfied with the overall airport experience on a customer satisfaction survey administered randomly.	80%	88%	93%	96%	89%

*\*YTD indicates Jan-Jun Results*

## Airport Partners

The Chippewa Valley Regional Airport provides the infrastructure necessary to facilitate airport partner businesses including car rentals, restaurant, and other miscellaneous non-aviation space rentals, including facilities and maintenance for the terminal building, parking lot and entrance road.

OUTPUTS	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>YTD 2021*</u>
Percentage of terminal space rented that is available to airport partners	100%	100%	94%	94%
Car rental concession fee revenue	\$120,594	\$132,956	\$85,372	\$57,802

*\*YTD indicates Jan-Jun Results*

OUTCOMES	Benchmark	2018	2019	2020	YTD 2021*
70% of total space available for rental to airport partners will be rented during the year.	70%	100%	100%	94%	94%
The current year concession fee earned from car rentals will be greater than or equal to the prior year.	\$106,960	\$120,594	\$132,956	\$85,372	\$57,802

*\*YTD indicates Jan-Jun Results*

## Chippewa Valley Regional Airport

### Overview of Revenues and Expenditures

Revenues	2020	2021	2021	2022	2022	2022	%
	Actual	Adjusted Budget	Estimate	Request	Recommended	Adopted	Change
01-Tax Levy/General Revenue Allocation	\$399,030	\$403,020	\$403,020	\$403,020	\$403,020	\$403,020	0%
04-Intergovernment Grants and Aid	\$2,209,716	\$3,849,787	\$1,634,574	\$631,574	\$131,574	\$131,574	-97%
06-Public Charges for Services	\$785,773	\$831,254	\$907,270	\$967,455	\$952,455	\$952,455	15%
09-Other Revenue	\$71,872	\$63,900	\$89,200	\$86,270	\$86,270	\$86,270	35%
11-Fund Balance Applied	-	(\$30,463)	-	\$1,631,371	\$2,372,230	\$2,372,230	-7887%
<b>Total Revenues:</b>	<b>\$3,466,391</b>	<b>\$5,117,498</b>	<b>\$3,034,064</b>	<b>\$3,719,690</b>	<b>\$3,945,549</b>	<b>\$3,945,549</b>	<b>-23%</b>

Expenditures	2020	2021	2021	2022	2022	2022	%
	Actual	Adjusted Budget	Estimate	Request	Recommended	Adopted	Change
01-Regular Wages	\$363,148	\$385,946	\$388,196	\$402,690	\$428,130	\$428,130	11%
02-OT Wages	\$9,375	\$12,000	\$15,100	\$14,505	\$14,814	\$14,814	23%
03-Payroll Benefits	\$152,116	\$152,814	\$155,255	\$167,905	\$186,260	\$186,260	22%
04-Contractual Services	\$436,440	\$479,817	\$466,985	\$527,449	\$515,449	\$515,449	7%
05-Supplies & Expenses	\$93,720	\$126,050	\$127,250	\$136,300	\$136,300	\$136,300	8%
07-Fixed Charges	\$1,777,119	\$64,474	\$70,000	\$74,116	\$74,116	\$74,116	15%
08-Debt Service	\$7,028	-	-	-	-	-	
09-Equipment	\$24,758	\$3,896,397	\$905,600	\$2,396,725	\$2,590,480	\$2,590,480	-34%
11-Other	\$3,221	-	-	-	-	-	
<b>Total Expenditures:</b>	<b>\$2,866,926</b>	<b>\$5,117,498</b>	<b>\$2,128,386</b>	<b>\$3,719,690</b>	<b>\$3,945,549</b>	<b>\$3,945,549</b>	<b>-23%</b>

<b>Net Surplus/(Deficit)- Chippewa Valley Regional Airport</b>	<b>\$599,465</b>	<b>\$0</b>	<b>\$905,678</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
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# Chippewa Valley Regional Airport

## Budget Analysis

	2021 Adjusted Budget	Cost to Continue Operations in 2022	2022 Requested Budget
01-Tax Levy/General Revenue Allocation	\$403,020	-	\$403,020
04-Intergovernment Grants and Aid	\$3,849,787	(\$3,218,213)	\$631,574
06-Public Charges for Services	\$831,254	\$136,201	\$967,455
09-Other Revenue	\$63,900	\$22,370	\$86,270
11-Fund Balance Applied	(\$30,463)	\$1,661,834	\$1,631,371
<b>Total Revenues</b>	<b>\$5,117,498</b>	<b>(\$1,397,808)</b>	<b>\$3,719,690</b>

01-Regular Wages	\$385,946	\$16,744	\$402,690
02-OT Wages	\$12,000	\$2,505	\$14,505
03-Payroll Benefits	\$152,814	\$15,091	\$167,905
04-Contractual Services	\$479,817	\$47,632	\$527,449
05-Supplies & Expenses	\$126,050	\$10,250	\$136,300
07-Fixed Charges	\$64,474	\$9,642	\$74,116
08-Debt Service	-	-	-
09-Equipment	\$3,896,397	(\$1,499,672)	\$2,396,725
11-Other	-	-	-
<b>Total Expenditures</b>	<b>\$5,117,498</b>	<b>(\$1,397,808)</b>	<b>\$3,719,690</b>

# Chippewa Valley Regional Airport

## Revenue Assumptions

	2020	2021	2021	2022	2022	2022		
Revenue Source	Actual	Budget	Estimate	Request	Recom- mended	Adopted	Assumptions	Confidence Level %
Property Taxes	399,030	403,020	403,020	403,020	403,020	403,020		0%
Airport Grants	2,079,445	3,715,173	1,500,000	500,000	-	-		0%
Airport/ Ojt Reimbursement	-	3,040	3,000	-	-	-		0%
Contrib Fr Chippewa County	130,271	131,574	131,574	131,574	131,574	131,574		0%
Air Terminal	113,137	-	-	-	-	-		0%
Air Terminal/Skywest	-	87,040	87,040	89,641	89,641	89,641		0%
Air Terminal/Tsa	-	23,430	23,430	23,760	23,760	23,760		0%
Air Terminal/Mead & Hunt	-	2,221	2,221	2,242	2,242	2,242		0%
Air Terminal/Landline Co - Rent	-	-	5,861	6,585	6,585	6,585		0%
Air Terminal/Landline Co - Operation Fee	-	-	1,525	1,825	1,825	1,825		0%
Air Terminal/Landline Co - Pfc	-	-	439	439	439	439		0%
Air Terminal/Faa	13,440	13,440	13,440	14,720	14,720	14,720		0%
Air Terminal/Restaurant	16,000	24,000	24,000	24,000	24,000	24,000		0%
Air Terminal/Advertising	7,202	5,000	3,308	5,000	5,000	5,000		0%
Air Terminal/Utility Revenues	10,616	1,500	1,500	1,500	1,500	1,500		0%
Fbo	86,531	127,306	127,306	156,845	141,845	141,845		0%
Fbo/Tie Downs	144	216	216	216	216	216		0%
Airfield/Fuel Flowage	79,841	82,100	81,000	82,800	82,800	82,800		0%
Airfield/Landing	49,317	52,817	51,000	54,181	54,181	54,181		0%
Hangars	169,314	174,684	190,000	185,603	185,603	185,603		0%
Hangars/Land Lease Revenue	38,900	39,000	39,000	39,900	39,900	39,900		0%
Hangars/Utility Revenue	-	13,500	13,500	13,500	13,500	13,500		0%
Parking/Menards	86,214	20,000	4,500	6,000	6,000	6,000		0%
Parking/Terminal	-	80,000	97,000	100,000	100,000	100,000		0%
Rental Cars/Avis	-	50,000	68,682	70,249	70,249	70,249		0%
Rental Cars/Enterprise	103,118	35,000	48,302	52,449	52,449	52,449		0%
Airport/Aircraft Ground Handling	12,000	-	24,000	36,000	36,000	36,000		0%
Other Revenue	6,774	5,000	5,000	10,000	10,000	10,000		0%
Pfc Fees	45,636	43,900	65,000	57,070	57,070	57,070		0%
Vehicle Fuel Reimbursement	18,426	15,000	18,000	18,000	18,000	18,000		0%
Equipment Rental	1,036	-	1,200	1,200	1,200	1,200		0%
Fund Balance Applied	-	(30,463)	-	1,631,371	2,372,230	2,372,230		0%
<b>TOTAL</b>	<b>\$3,466,391</b>	<b>\$5,117,498</b>	<b>\$3,034,064</b>	<b>\$3,719,690</b>	<b>\$3,945,549</b>	<b>\$3,945,549</b>		



# Chippewa Valley Regional Airport

## Contracted Services Summary

	2020	2021	2021	2022	2022	2022
Expenditure Type	Actual	Budget	Estimate	Request	Recom- mended	Adopted
Professional Services	28,721	56,100	42,670	66,500	66,500	66,500
Utilities	204,882	237,217	237,715	244,313	244,313	244,313
Repairs And Maintenance	182,001	143,500	143,500	160,500	160,500	160,500
Other Contracted Services	20,836	43,000	43,100	56,136	44,136	44,136
<b>Total</b>	<b>\$436,440</b>	<b>\$479,817</b>	<b>\$466,985</b>	<b>\$527,449</b>	<b>\$515,449</b>	<b>\$515,449</b>

# Chippewa Valley Regional Airport

## Contracted Services Detail

	2020	2021	2021	2022	2022	2022		
Expenditure	Actual	Budget	Estimate	Request	Recom- mended	Adopted	Description	Expenditure Type
Airport/ Contracted Services	17,365	39,500	39,500	52,500	40,500	40,500		Other Contracted Services
Airport/ Attorney Fees	2,373	6,000	5,000	6,000	6,000	6,000		Professional Services
Airport/ Accounting & Audit	5,080	5,100	5,100	5,500	5,500	5,500		Professional Services
Airport/ Water-Sewer-Stormwater	49,900	54,636	55,405	57,067	57,067	57,067		Utilities
Airport/ Electricity	98,147	99,940	99,940	102,938	102,938	102,938		Utilities
Airport/ Gas & Fuel Oil	20,882	37,600	37,600	38,728	38,728	38,728		Utilities
Airport/ Telephone	3,073	4,000	4,000	4,000	4,000	4,000		Utilities
Airport/ Cellular Phone	1,424	1,380	1,450	1,450	1,450	1,450		Utilities
Airport/ Data Line/Internet	18	500	500	500	500	500		Utilities
Airport/ Motor Vehicle Maint	21,113	14,000	14,000	15,000	15,000	15,000		Repairs And Maintenance
Airport/ Grounds Maint	114,082	100,000	100,000	115,000	115,000	115,000		Repairs And Maintenance
Airport/ Building Maint	46,806	29,000	29,000	30,000	30,000	30,000		Repairs And Maintenance
Airport/ Service On Machines	-	500	500	500	500	500		Repairs And Maintenance
Airport/ Refuse Collection	1,344	1,600	1,320	1,500	1,500	1,500		Utilities
Airport/ Laundry Svcs-Uniforms & Towels	3,472	3,500	3,600	3,636	3,636	3,636		Other Contracted Services
Airport/ Sundry Cont Serv	21,268	45,000	32,570	55,000	55,000	55,000		Professional Services
Airport Atct/ Water-Sewer-Stormwater	942	1,061	1,000	1,030	1,030	1,030		Utilities
Airport Atct/ Electricity	13,052	16,000	16,000	16,480	16,480	16,480		Utilities
Airport Atct/ Gas & Fuel Oil	1,378	4,000	4,000	4,120	4,120	4,120		Utilities
Airport Atct/ Telephone	960	1,500	1,500	1,500	1,500	1,500		Utilities
Airport Atct/ Building Maint	13,762	15,000	15,000	15,000	15,000	15,000		Utilities
<b>TOTAL</b>	<b>\$436,440</b>	<b>\$479,817</b>	<b>\$466,985</b>	<b>\$527,449</b>	<b>\$515,449</b>	<b>\$515,449</b>		