

AGENDA
Chippewa Valley Regional Airport Commission
Friday, January 21, 2022, 7:30 a.m.
Virtual Meeting via Webex

Join WebEx Meeting:

<https://eauclairecounty.webex.com>

Meeting ID: 2591 623 4417 Password: eXsAs5hhn36

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

Audio conference:

1-415-655-0001 Access Code: 25916234417##

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. December 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
 - Airport Staffing
 - 2021 Airline Passenger Survey
 - 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
- State Aid 66 Equipment Storage Building Addition Project – FY20
- Airport Parking Equipment Replacement – FY21
- Corporate Hangar Construction – FY21
- 48’x48’ Hangar Construction – FY22

1. Discussion/Action

8. Previous Business:

a. Airport Recognition Program Quarterly Recipient

1. Discussion/Action

b. 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: Consent to Assign Heartland Aviation, LLC Agreements

1. Discussion/Action

9. New Business:

a. 2022 Marketing Plan

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, December 16, 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: Tim Sullivan-Eau Claire County Corporation Counsel, Amy Michels-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 Scott Francis, Bill Hilgedick, Peter Hoeft, Chuck Hull, Kevin Stelljes and Barry Wells were present via Webex virtual meeting. Rick Bowe joined the call at 7:36am
4. **Approval of Minutes:**
 - a. **November 19, 2021 Regular Commission Meeting:**

On a motion by Com. Wells, seconded by Com. Hull, the minutes of the November 19, 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. November 2021 total passengers are up 7% over November 2019.
 - **Car Rental Operations**
 Cars rented are up for the month and for the year.
 - **Tower Operations**
 Tower Operations are up 6% for the month and 15% for the year.

c. Hangar Occupancy:

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 why the PFAS invoices have increased over prior months and if it relates to testing more wells.

7. Operational Matters:

a. Airport Operations Report

- **Charter Flight Update:** The Airport Director expressed recognition for several Airport employees, tenants and ground handlers that pulled together and assisted with a recent casino charter flight that had a delay and multiple complications.
- **Airport Entrance Sign Update:** The new electronic message center sign at the terminal entrance has been installed and is up and running.
- **Airport Staffing Update:** The Airport Director discussed the ongoing staffing challenges with our full-time maintenance and on-call ground handler positions and options for hiring that we continue to work on with Eau Claire County.
- **The Landline Company Lease Addendum:** The Airport Director discussed the Landline Company lease agreement that will extend through 2022.
- **Airport Community Outreach:** The Commission reviewed the Airport Community Outreach opportunities and events. There is a Fly-in/Pancake Breakfast scheduled for May 7, 2022.

b. Airport Strategic Plan Update/Review:

The Operational Review for December covered Terminal Leases and Maintenance. The Airport Director noted minimal changes and that we currently have 15 advertisers and one office space available for rent.

c. Project Summary

- **AIP 47 Phase I fence design, Taxiway A Lighting Design and Construction, ARFF Building Design – FY20:** The environmental public hearing took place on November 30.
- **AIP 48 Rwy 4/22 and Taxiway A Rehabilitation – FY21:** No update
- **AIP 49 ARFF Building Reconstruct– FY22:** No update
- **AIP 50 Master Plan Update – FY22:** No update
- **AIP 51 Phase II Design and Construct Wildlife Fence and Wildlife Study Recommendations – FY22:** No update
- **Airport Parking Equipment Replacement:** Installation is delayed until January. Parking rate increase will not go into effect until equipment has been installed.
- **Corporate Hangar Construction – FY21:** The contract with the contractor is being signed this week.
- **48'x48' Hangar Construction – FY22:** The Airport Director discussed some of the project details. The Taxilane L will need to be widened to accommodate

future 75'x75' hangar development and continued use of taxilane L by K-row hangar tenants.

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**
- 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**

On a motion by Com. Francis, seconded by Com. Hull, the Commission entered into closed session at 8:18 am with the following Roll Call Vote – Ayes: Com. Bowe, Francis, Hilgedick, Hoefl, Hull, Stelljes 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.

9. New Business: None

10. Discuss Future Agenda Items: None

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

12. Adjournment:

On a motion by Com. Francis, seconded by Com. Wells, the meeting was adjourned at 9:05 am.

(Ayes 7-Nays 0)

Respectfully Submitted,

Scott Francis, Secretary

December Vouchers for approval January 21, 2022

<i>All Star Elevator</i>	<i>ATCT Annual Elevator Preventative Maintenance</i>	53515-248	\$400.00	
<i>Bartingale</i>	<i>ATCT Boiler Preventative Maintenance</i>	53515-248	\$294.83	
Bartingale	K-2 Boiler Preventative Maintenance	53510-248	\$147.42	
BSI Signs - BCE	Airfield Signage	53510-246	\$215.12	
Chippewa Valley Forklifts	Forklift Service	53510-248	\$757.15	
Cintas	Uniforms & Towels	53510-298	\$418.71	
City of Eau Claire	Airport Water/Sewer Charges - Q4	53510-221	\$13,106.20	
<i>City of Eau Claire</i>	<i>ATCT Water/Sewer Charges - Q4</i>	53515-221	\$254.54	
Eau Claire County Highway Dept.	Airfield Signage Posts; Salt pickup	53510-246	\$419.31	
Entrance Technologies	South Exterior Door Service, Wire Repairs	53510-248	\$436.75	
Green Earth Deicer	(6) Totes of Liquid Airfield Deicer	53510-246	\$12,313.50	2022
Jefferson Fire & Safety	ARFF Gear, J Dahl	53510-366	\$1,747.00	
JM Janitorial	Janitorial Services 12/13/21-12/29/21	53510-200	\$661.50	
NASi	(6) Totes of Liquid Airfield Deicer	53510-246	\$12,193.50	2022
River Country Co-op	Urea Deicer Delivery 11/30/21	53510-246	\$4,320.00	
River Country Co-op	Urea Deicer Delivery 12/23/21	53510-246	\$4,358.39	
Sojern, Inc.	Online display advertising, December	53510-327	\$2,042.47	
State of WI - Dept. of Transportation	AIP 43 - Rwy 14/32 Rehab, Local Share	53510-829	\$6,351.22	
State of WI - Dept. of Transportation	AIP 46 - MTE Add On, Local Share	53510-829	\$199.00	
State of WI - Dept. of Transportation	SAP 65 - SRE Equipment, Progress Billing	53510-829	\$17.36	
State of WI - Dept. of Transportation	SAP 66 - SRE Project, Progress Billing	53510-829	\$18,547.27	
Traf-O-Teria	(2000) Parking Tickets/Envelopes	53510-246	\$536.33	
Xcel Energy	Terminal Gas/Electric - December	53510-222/224	\$21,252.60	
<i>Xcel Energy</i>	<i>ATCT Gas/Electric - December</i>	53515-222/224	\$2,312.18	
		TOTAL	\$103,302.35	

ITALICIZED items = Tower Expenses

December Credit Card Charges

VOLAIRE AVIATION INC.	Q4 Marketing	53510-327	300.00	
FEDEX	Postage	53510-311	16.28	
MENOMONIE AREA CHAMBER	Membership	53510-324	308.00	2022
<i>CUMMINS NORTHEAST LLC</i>	<i>ATCT Generator Transfer Switch Repair</i>	53515-248	4284.69	
ADVANCE MEDIA NEW YORK	November Marketing	53510-327	4875.00	
GREAT LAKES CHAPTER AAAE	Membership	53510-324	35.00	2022
AAAE	Annual Digicast Training	53510-340	1254.00	2022
AMAZON	Building	53510-248	117.90	
HANGAR 54 GRILL	Marketing	53510-327	25.00	
GOLD CROSS ANSWERING SVC	Telephone	53510-225	78.11	
FASTSIGNS OF EAU CLAIRE	Marketing	53510-327	67.50	
EBAY	Vehicles	53510-241	21.95	
STAPLES	Marketing	53510-327	6.66	
STAPLES	Office Supply	53510-310	11.27	
STAPLES	Building	53510-248	19.49	
STAPLES	Office Supply	53510-310	53.21	
L AND S ELECTRIC INC	Building	53510-248	90.00	
MENARDS EAU CLAIRE WEST	Building	53510-248	3.36	
VIKING ELECTRIC	Building	53510-248	65.68	
FIRST CHOICE RECYCLING	Recycling	53510-297	15.00	
SIGNART CO INC	Grounds	53510-246	80.00	
FIRST CHOICE RECYCLING	Recycling	53510-297	120.00	
MCCOY CF - CHIPPEWA FALLS	Grounds	53510-246	43.03	
MCCOY CF - CHIPPEWA FALLS	Cylinder for ACS Coupler on Case Loader	53510-241	836.77	
		TOTAL	\$12,727.90	

Chippewa Valley Regional Airport							
2021 BUDGET COMPARISON Estimated December 31, 2021							
#	Item	12 Month Budget 2021	Budget YTD Allocated	Actual as of 12/31/21 (100%)	Variance YTD	Balance Remaining For Year	Estimate
Income							
41110	Contrib From Eau Claire Cty	\$403,020	\$403,020	\$403,020	\$0.00	\$0.00	\$403,020
43790	Contrib From Chippewa Cty	\$131,574	\$131,574	\$131,574	\$0.00	\$0.00	\$131,574
Sub-Total Tax Revenue		\$534,594	\$534,594.00	\$534,594.00	\$0.00	\$0.00	\$534,594
46341	Air Terminal	\$156,631	\$156,631	\$162,938	\$6,306.81	(\$6,306.81)	\$164,870
46342	FBO	\$127,522	\$127,522	\$127,643	\$120.70	(\$120.70)	\$127,643
46343	Airfield	\$134,917	\$134,917	\$144,409	\$9,491.58	(\$9,491.58)	\$144,409
46344	Hangars	\$227,184	\$227,184	\$243,734	\$16,550.21	(\$16,550.21)	\$248,619
46345	Parking	\$100,000	\$100,000	\$133,368	\$33,368.44	(\$33,368.44)	\$135,000
46346	Rental Cars	\$85,000	\$85,000	\$173,113	\$88,112.71	(\$88,112.71)	\$173,113
46349	Ground Handling	\$0	\$0	\$24,000	\$24,000.00	(\$24,000.00)	\$24,000
48902	Vehicle Fuel Reimbursement	\$15,000	\$15,000	\$19,263	\$4,263.42	(\$4,263.42)	\$19,263
48903	Equipment Rental	\$0	\$0	\$1,100	\$1,100.00	(\$1,100.00)	\$1,200
Sub-Total Operating Revenue		\$846,254	\$846,254	\$1,029,568	\$183,313.87	-\$183,314	\$1,038,117
Sub-Total Taxes and Operating Rev.		\$1,380,848.00	\$1,380,848.00	\$1,564,161.87	\$183,313.87	(\$183,313.87)	\$1,572,711.04
48691	Other Revenue	\$5,000	\$5,000	\$22,233	\$17,232.76	(\$17,232.76)	\$22,233
48900	Insurance Refunds	\$0	\$0	\$17,607	\$17,607.20	(\$17,607.20)	\$17,607
48901	PFC	\$43,900	\$43,900	\$81,115	\$37,215.39	(\$37,215.39)	\$85,000
43690-91	Airport Grants	\$3,718,213	\$3,718,213	\$665,096	(\$3,053,117.50)	\$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	-\$434,427	\$0	\$434,427.00	(\$434,427.00)	\$0
Sub-Total Other Revenue		\$3,332,686	\$3,332,686.00	\$786,050.85	(\$2,546,635.15)	\$2,546,635.15	\$789,935
TOTAL INCOME		\$4,713,534	\$4,713,534.00	\$2,350,212.72	(\$2,363,321.29)	\$2,363,321.29	\$2,362,647
Expenses							
53510-111	Salary Perm-Regular	\$373,746	\$373,746	\$336,339.29	(\$37,406.71)	\$37,406.71	\$373,746
-112	Salary Perm-OT	\$12,000	\$12,000	\$10,491.68	(\$1,508.32)	\$1,508.32	\$12,000
-114	Salary-On Call Pay	\$5,200	\$5,200	\$5,000.00	(\$200.00)	\$200.00	\$5,200
-121	Salary Temp Regular	\$7,000	\$7,000	\$8,754.37	\$0.00	(\$1,754.37)	\$10,000
-130	Employee Benefits	\$4,200	\$4,200	\$4,200.00	\$0.00	\$0.00	\$4,200
-136	PTO-ELB-Lump Sum Payout	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-141	Board & Comm Per Diem	\$4,080	\$4,080	\$4,530.00	\$450.00	(\$450.00)	\$4,530
-142	Cnty Brd & Comm Mile	\$900	\$900	\$49.51	(\$850.49)	\$850.49	\$50
-150	Health Ins Incentive	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-151	Social Security	\$30,141	\$30,141	\$25,672.38	(\$4,468.62)	\$4,468.62	\$30,275
-152	Retirement Emplr Share	\$24,186	\$24,186	\$21,065.95	(\$3,120.05)	\$3,120.05	\$27,196
-153	HSA Contribution	\$3,500	\$3,500	\$4,500.00	\$1,000.00	(\$1,000.00)	\$4,500
-154	Hos & Health Ins	\$85,720	\$85,720	\$77,501.12	(\$8,218.60)	\$8,218.60	\$85,720
-155	Life Insurance	\$87	\$87	\$122.97	\$35.97	(\$35.97)	\$125
-158	Unemployment Comp	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-200	Contract Svcs	\$39,500	\$39,500	\$5,157.00	(\$34,343.00)	\$34,343.00	\$11,900
-212	Attorney Fees	\$6,000	\$6,000	\$2,736.50	(\$3,263.50)	\$3,263.50	\$5,000
-213	Accounting & Audit	\$5,100	\$5,100	\$5,117.74	\$17.74	(\$17.74)	\$5,118
-221	Water & Sewer	\$54,636	\$54,636	\$51,663.29	(\$2,972.71)	\$2,972.71	\$51,663
-222	Electric	\$99,940	\$99,940	\$94,281.03	(\$5,658.97)	\$5,658.97	\$94,281
-224	Gas & Fuel Oil	\$37,600	\$37,600	\$42,396.72	\$4,796.72	(\$4,796.72)	\$42,397
-225	Telephone	\$4,000	\$4,000	\$2,923.01	(\$1,076.99)	\$1,076.99	\$4,000
-226	Cellular Phone	\$1,380	\$1,380	\$1,786.15	\$406.15	(\$406.15)	\$2,000
-227	Dataline/Internet	\$500	\$500	\$847.17	\$347.17	(\$347.17)	\$847
-241	Motor Vehicle Maint	\$14,000	\$14,000	\$9,573.65	(\$4,426.35)	\$4,426.35	\$14,000
-246	Grounds Maint	\$100,000	\$100,000	\$61,489.92	(\$38,510.08)	\$38,510.08	\$100,000
-248	Building Maint	\$29,000	\$29,000	\$28,208.97	(\$791.03)	\$791.03	\$29,000
-249	Service on Machines	\$500	\$500	\$0.00	(\$500.00)	\$500.00	\$0
-297	Refuse Collection	\$1,600	\$1,600	\$1,319.76	(\$280.24)	\$280.24	\$1,320
-298	Laundry Services	\$3,500	\$3,500	\$3,710.98	\$210.98	(\$210.98)	\$3,711
-299	Sundry Contract Services	\$45,000	\$45,000	\$49,446.63	\$0.00	\$0.00	\$49,780
-310	Office Supplies	\$600	\$600	\$332.00	(\$268.00)	\$268.00	\$600
-311	Postage and Box Rent	\$600	\$600	\$698.47	\$98.47	(\$98.47)	\$700
-313	Printing & Dup	\$750	\$750	\$653.29	(\$96.71)	\$96.71	\$750
-320	Ref Materials	\$500	\$500	\$195.00	(\$305.00)	\$305.00	\$195
-321	Publish Legal Notices	\$100	\$100	\$0.00	(\$100.00)	\$100.00	\$0
-324	Membership Dues	\$4,000	\$4,000	\$3,613.00	(\$387.00)	\$387.00	\$3,613
-327	Marketing	\$55,000	\$55,000	\$53,015.26	(\$1,984.74)	\$1,984.74	\$53,015
-328	Airline Recruitment	\$10,000	\$10,000	\$500.00	(\$9,500.00)	\$9,500.00	\$500
-340	Travel-Train, Conf & Misc.	\$15,000	\$15,000	\$11,071.17	(\$3,928.83)	\$3,928.83	\$11,071

#	Item	12 Month Budget 2021	Budget YTD Allocated	Actual as of 12/31/21 (100%)	Variance YTD	Balance Remaining For Year	Estimate
-366	Fire fight supplies	\$4,500	\$4,500	\$2,102.00	(\$2,398.00)	\$2,398.00	\$2,102
-377	Vehicle Fuel	\$35,000	\$35,000	\$29,872.96	(\$5,127.04)	\$5,127.04	\$29,873
-510	Insurance	\$64,474	\$64,474	\$64,742.58	\$268.58	(\$268.58)	\$64,743
-515	Insurance Claims	\$0	\$0	\$30,673.81	\$30,673.81	(\$30,673.81)	\$30,674
-615	Special Assessment	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0
-813	Office Equipment	\$2,000	\$2,000	\$2,335.49	\$335.49	(\$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	\$1,185,539.72	\$1,063,313.14	(\$122,226.58)	\$122,226.58	\$1,178,393.88
53510-121	Sal Temp-Ground Handling	\$0	\$0	\$2,255.28	\$2,255.28	(\$2,255.28)	\$2,255
-122	Aircraft Handling OT	\$0	\$0	\$2,235.36	\$2,235.36	(\$2,235.36)	\$2,235
-151	Ground Handling FICA	\$0	\$0	\$343.54	\$343.54	(\$343.54)	\$344
-366	Ground Handling Supplies	\$0	\$0	\$805.36	\$805.36	(\$805.36)	\$805
	Sub-Total Ground Handling Expense	\$0	\$0.00	\$5,639.54	\$5,639.54	(\$5,639.54)	\$5,640
53515-221	ATCT Water-Sewer-Strmwtr	\$1,061	\$1,061	\$997.16	(\$63.84)	\$63.84	\$997
-222	ATCT Electricity	\$16,000	\$16,000	\$16,179.57	\$179.57	(\$179.57)	\$16,180
-224	ATCT Gas & Fuel Oil	\$4,000	\$4,000	\$3,362.74	(\$637.26)	\$637.26	\$3,363
-225	ATCT Telephone	\$1,500	\$1,500	\$960.00	(\$540.00)	\$540.00	\$1,500
-248	ATCT Building Maintenance	\$15,000	\$15,000	\$15,458.21	\$458.21	(\$458.21)	\$20,000
	Sub-Total Tower Expense	\$37,561	\$37,561.00	\$36,957.68	(\$603.32)	\$603.32	\$42,039
53610-810	Capital Equipment	\$60,000	\$60,000	\$24,500.00	(\$35,500.00)	\$35,500.00	\$54,500
-820	Capital Improvement	\$3,167,000	\$3,167,000	\$229,419.80	(\$2,937,580.20)	\$2,937,580.20	\$371,270
-829	Other Capital Improvement	\$263,433	\$263,433	\$167,207.78	(\$96,225.22)	\$96,225.22	\$167,208
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	\$3,490,433.00	\$421,127.58	(\$3,069,305.42)	\$3,069,305.42	\$592,978
	TOTAL EXPENSE	\$4,713,534	\$4,713,533.72	\$1,527,037.94	(\$3,192,135.32)	\$3,192,135.32	\$1,819,051
	NET OPERATING INCOME	\$0	\$0	\$823,174.78		(\$828,814.04)	\$543,596
	<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	2,937,202					

Chippewa Valley Regional Airport
Traffic Statistics
 December 2021

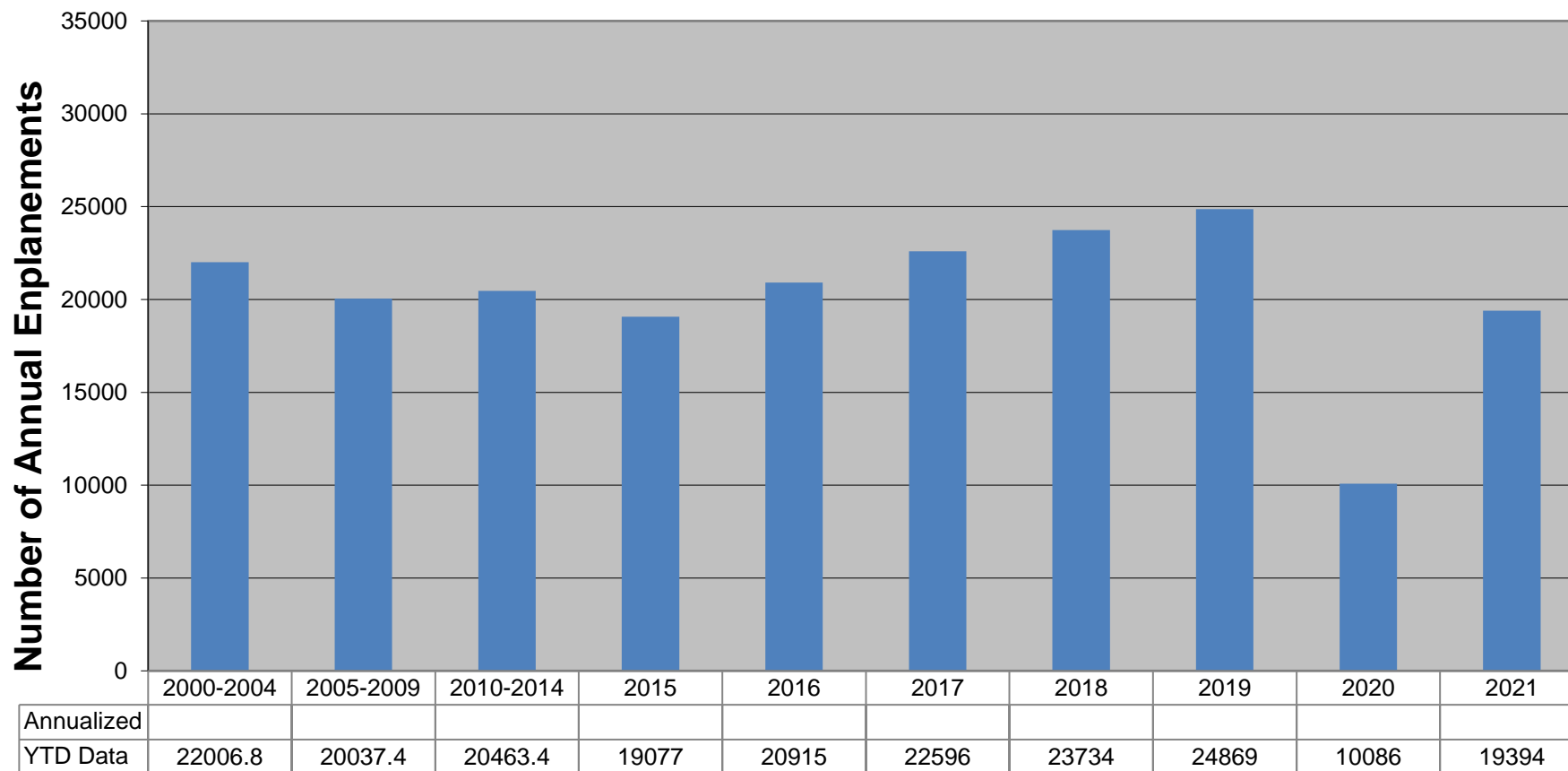
AIRLINE PASSENGERS	Month			21/20 % Diff.	21/19 % Diff.	2021
	2021	2020	2019			
UNITED Enplaned	1676	745	1836	125%	-9%	18566
CHARTERS Enplaned						<u>828</u>
Total Enplaned						19394
UNITED Deplaned	1771	802	1848	121%	-4%	18945
CHARTERS Deplaned						<u>828</u>
Total Deplaned						19773
Total Enplaned/Deplaned	3447	1547	3684	123%	-6%	39167
UA Departure Load Factor	63%	25%	64%			53%
UA Arrival Load Factor	66%	26%	65%			55%
<u>UNITED PERFORMANCE</u>	2021	2020	2019			2021
Scheduled Flights/Landings	59	62	61	-5%	-3%	726
Canceled Flights						
Xnld for Wx	5	1	3			32
Xnld for Mx	0	0	1			0
<u>Xnld Other</u>	<u>0</u>	<u>0</u>	<u>0</u>			<u>1</u>
Total	5	1	4	400%	25%	33
Total Landings	54	61	57	-11%	-5%	693
	2021	2020	2019			2021
<u>EAU Arrival</u>						
Completion Factor	92%	98%	93%			95%
OnTime %	81%	97%	69%			81%
<u>EAU Departure</u>						
Completion Factor	92%	97%	93%			96%
OnTime %	75%	94%	79%			82%
<u>ORD Arrival</u>						
Completion Factor	90%	97%	93%			95%
OnTime %	69%	94%	79%			81%

All on time arrivals/departures follow DOT methodology.

Landline

Leg O&D Month Total

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 *	\$822	\$293	\$318	\$708	\$462	\$318	\$684	\$293	\$412
MCO - Orlando *	<u>\$292</u>	\$206	\$208	<u>\$329</u>	\$250	\$238	<u>\$308</u>	\$250	\$209
PHX - Phoenix *	<u>\$242</u>	\$236	\$261	\$317	\$282	\$441	<u>\$317</u>	\$436	\$336
	1/21-1/23			1/28-1/30			2/4-2/6		
ORD - Chicago **	\$520	\$263	\$310	\$408	\$128	\$168	\$408	\$128	\$168
DEN - Denver **	\$704	\$208	\$248	\$524	\$168	\$218	\$324	\$148	\$178
LAS - Las Vegas **	<u>\$262</u>	\$228	\$248	<u>\$262</u>	\$228	\$168	\$347	\$192	\$148
EWR - Newark **	\$562	\$188	\$268	\$342	\$188	\$246	\$342	\$188	\$243
IAD - Washington Dulles **	\$531	\$320	\$320	\$386	\$242	\$242	<u>\$375</u>	\$242	\$242
	1/18-1/20			1/25-1/27			2/1-2/3		

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

1/11/22

Number of Cars Rented

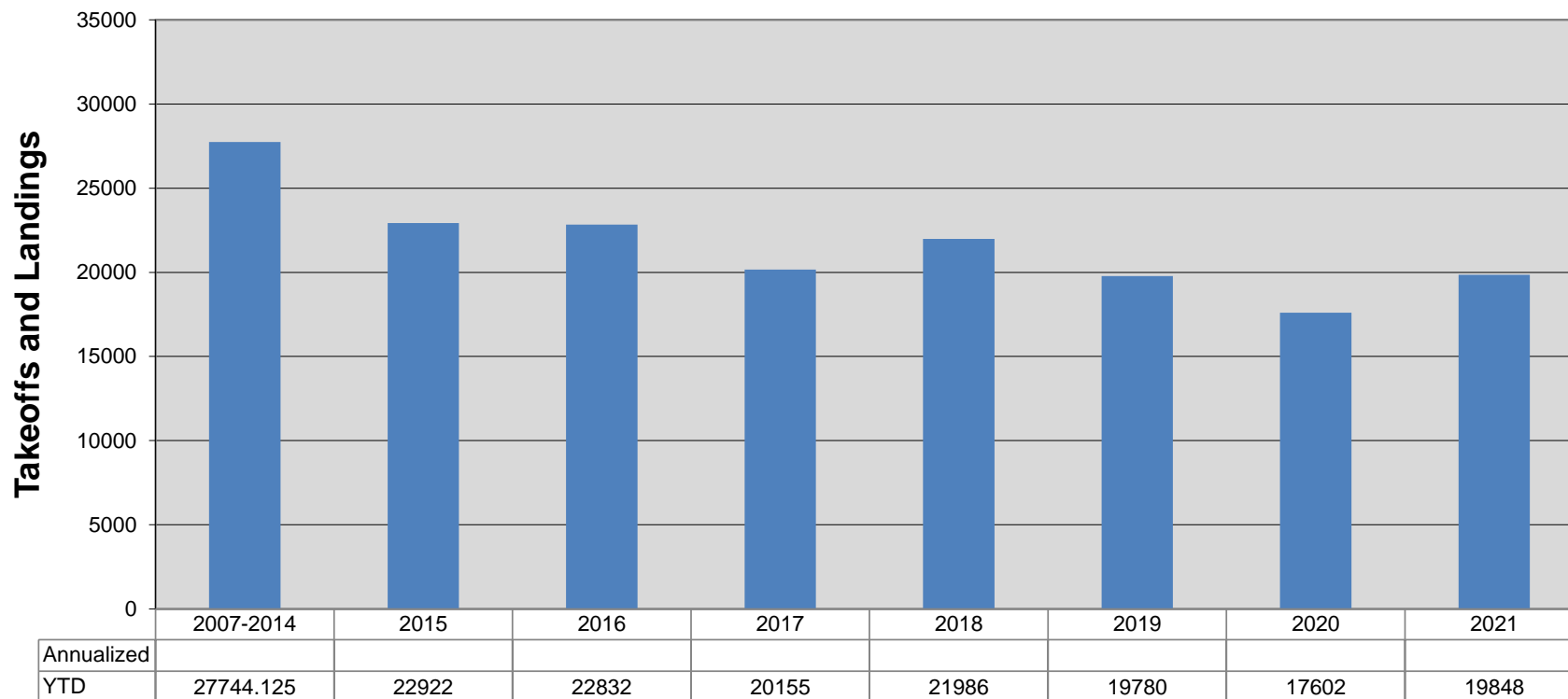
	<u>2021</u>	<u>2020</u>	<u>2019</u>	21/20 % Diff.	21/19 % Diff.
January	276	515	345	-46%	-20%
February	231	472	361	-51%	-36%
March	369	360	433	2%	-15%
April	408	113	455	261%	-10%
May	438	141	533	211%	-18%
June	421	228	622	85%	-32%
July	468	288	690	63%	-32%
August	508	302	703	68%	-28%
September	451	328	617	38%	-27%
October	456	321	553	42%	-18%
November	403	264	509	53%	-21%
December	365	286	518	28%	-30%
YTD	4794	3618	6339	33%	-24%

Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 December 2021

		Month		% Diff.	Year to date		% Diff.
		2021	2020		2021	2020	
Itinerant	Air Carrier	4	4	0%	39	28	39%
	Commuter/ Air Taxi	216	179	21%	2684	2317	16%
	GA	726	708	3%	12642	10323	22%
	Military	24	38	-37%	534	381	40%
Local	GA	170	412	-59%	3781	4493	-16%
	Military	<u>8</u>	<u>4</u>	100%	<u>168</u>	<u>60</u>	180%
TOTAL		1148	1345	-15%	19848	17602	13%

Chippewa Valley Regional Airport Annual Air Traffic Control Tower Operations



Years

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

Answered: 27 Skipped: 0

	EXTREMELY SATISFIED	SATISFIED	NEUTRAL	DISSATISFIED	EXTREMELY DISSATISFIED	N/A	TOTAL	WEIGHTED AVERAGE
Ticket Pricing	29.63% 8	29.63% 8	22.22% 6	14.81% 4	3.70% 1	0.00% 0	27	2.33
Local Airline Check-In Process	62.96% 17	22.22% 6	3.70% 1	0.00% 0	11.11% 3	0.00% 0	27	1.74
Local Airline Customer Service	66.67% 18	18.52% 5	3.70% 1	3.70% 1	7.41% 2	0.00% 0	27	1.67
Local Airline Reliability	40.74% 11	22.22% 6	18.52% 5	7.41% 2	7.41% 2	3.70% 1	27	2.15
Luggage Pick-Up	48.15% 13	18.52% 5	7.41% 2	0.00% 0	11.11% 3	14.81% 4	27	1.91
Overall Local Airline Experience	51.85% 14	25.93% 7	11.11% 3	0.00% 0	7.41% 2	3.70% 1	27	1.81
Terminal Facility	62.96% 17	22.22% 6	7.41% 2	0.00% 0	7.41% 2	0.00% 0	27	1.67
Terminal Signage	55.56% 15	25.93% 7	7.41% 2	0.00% 0	7.41% 2	3.70% 1	27	1.73
Terminal Restrooms	51.85% 14	25.93% 7	7.41% 2	0.00% 0	7.41% 2	7.41% 2	27	1.76
Parking Signage & Convenience	51.85% 14	25.93% 7	3.70% 1	0.00% 0	7.41% 2	11.11% 3	27	1.71
Parking Affordability	51.85% 14	18.52% 5	7.41% 2	0.00% 0	11.11% 3	11.11% 3	27	1.88
Restaurant Customer Service	25.93% 7	14.81% 4	14.81% 4	0.00% 0	7.41% 2	37.04% 10	27	2.18
Overall Airport Experience	59.26% 16	22.22% 6	7.41% 2	3.70% 1	7.41% 2	0.00% 0	27	1.78

#	COMMENTS:	DATE
1	F*** these masks, they do nothing.	12/22/2021 2:54 PM
2	reliability is unpredictable in the winter months.	12/8/2021 8:53 AM
3	Eat Claire airport was much better then chicago	9/5/2021 5:55 AM
4	Due to severe weather in Chicago, all incoming and outgoing flights were grounded for several hours. The Eau Claire staff was extremely helpful and accommodating in their efforts to meet the needs of the passengers by verifying connecting flights, rebooking tickets to those who would miss connections, and retrieving already check bags.	8/10/2021 8:42 PM

5	Both self check in for carry on only down	8/10/2021 3:36 PM
6	A great, clean airport with a fantastic restaurant. It'd be great if you brought back the coffee by the check in counters! My only other critique would be to keep the TSA check point open until the aircraft has pushed back. A couple times I've arrived at the airport and TSA has already put the gate down. They are always friendly and lift the gate back up but it's a bit awkward.	2/8/2021 9:39 AM

Q2 What is the reason for your travel today?

Answered: 27 Skipped: 0

ANSWER CHOICES	RESPONSES	
Vacation	70.37%	19
Business	18.52%	5
School	3.70%	1
Military/Government	0.00%	0
Other (please specify)	7.41%	2
TOTAL		27

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

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

Answered: 25 Skipped: 2

ANSWER CHOICES	RESPONSES	
Always	4.00%	1
Usually	32.00%	8
Sometimes	44.00%	11
Rarely	8.00%	2
Never	8.00%	2
Other (please specify)	4.00%	1
TOTAL		25

#	OTHER (PLEASE SPECIFY)	DATE
1	First time	11/7/2021 4:04 PM

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

Answered: 25 Skipped: 2

ANSWER CHOICES	RESPONSES	
Delta Air Lines	8.00%	2
United Airlines	56.00%	14
Southwest Airlines	4.00%	1
Sun Country Airlines	12.00%	3
Other (please specify)	20.00%	5
TOTAL		25

#	OTHER (PLEASE SPECIFY)	DATE
1	I have used all of them	12/8/2021 8:54 AM
2	Air france	8/19/2021 5:35 AM
3	I haven't	8/14/2021 4:01 PM
4	Did not fly from another airport	6/8/2021 10:16 AM
5	spirit	3/3/2021 10:50 AM

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

Answered: 25 Skipped: 2

ANSWER CHOICES	RESPONSES	
Airline Loyalty Program	12.00%	3
Price	48.00%	12
Reliability	4.00%	1
Schedule	28.00%	7
Other (please specify)	8.00%	2
TOTAL		25

#	OTHER (PLEASE SPECIFY)	DATE
1	I don't travel much	8/14/2021 4:01 PM
2	Goes to airport nearest destination	8/4/2021 4:39 AM

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

Answered: 25 Skipped: 2

ANSWER CHOICES	RESPONSES	
\$0	8.00%	2
\$50	36.00%	9
\$100	28.00%	7
\$150 or More	8.00%	2
N/A	20.00%	5
TOTAL		25

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

Answered: 9 Skipped: 18

#	RESPONSES	DATE
1	Less transfers	1/8/2022 11:12 PM
2	No more masks.	12/22/2021 2:55 PM
3	Not at this time	12/8/2021 8:55 AM
4	NA	11/8/2021 4:39 PM
5	No	10/2/2021 2:13 PM
6	It's great	9/5/2021 5:57 AM
7	Don't lose luggage	8/14/2021 4:02 PM
8	All is fine	4/13/2021 1:29 PM
9	See previous TSA comment.	2/8/2021 9:43 AM

2022 Community/Stakeholder Outreach

1. Jan 3 – Airport Newsletter
2. Jan 3 – County Presentation Information
3. Jan 10 – Airport Neighborhood Assoc Meeting
4. Jan 12 – Sunrise Exchange Club
5. Jan 13 – County Video Filming
6. Jan 20 – Leadership Chippewa Falls

Upcoming Events

Pancake Breakfast/Fly-In – May 7, 2022

Chippewa Valley Airshow – June 4-5, 2022



1/3 Manganese Brown
1/3 Grey Blend
1/3 Light Grey Blend



1/3 Manganese Brown
1/3 Grey Blend
1/3 Light Grey Blend



1/3 Manganese Brown
1/3 Grey Blend
1/3 Light Grey Blend



1/3 Manganese Brown
1/3 Grey Blend
1/3 Light Grey Blend



1/2 Manganese Ironspot
1/2 Sienna Ironspot



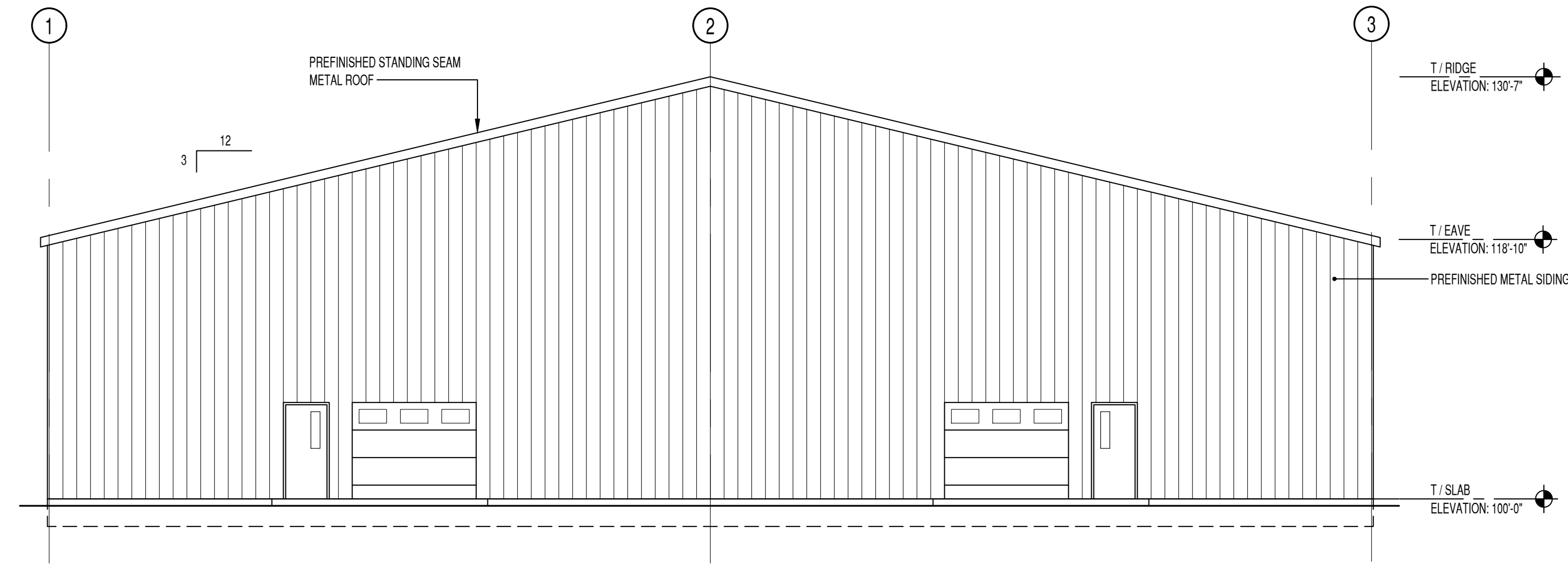
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1/2 Sienna Ironspot



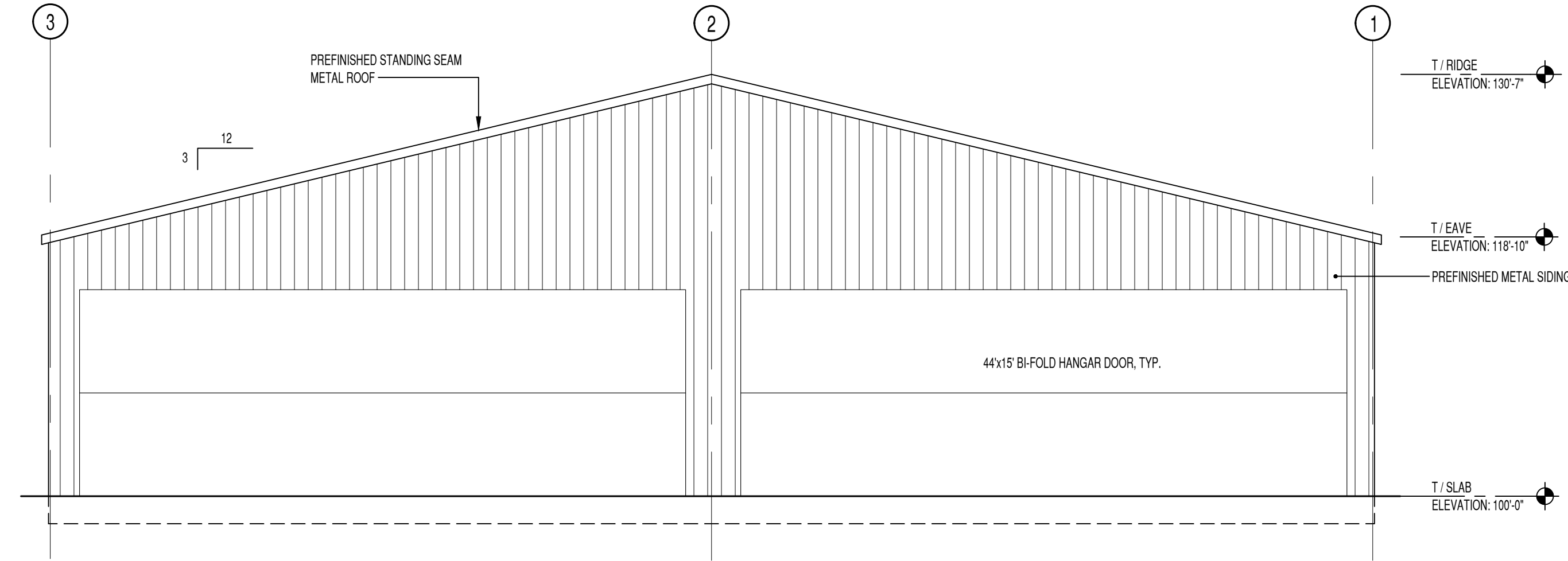
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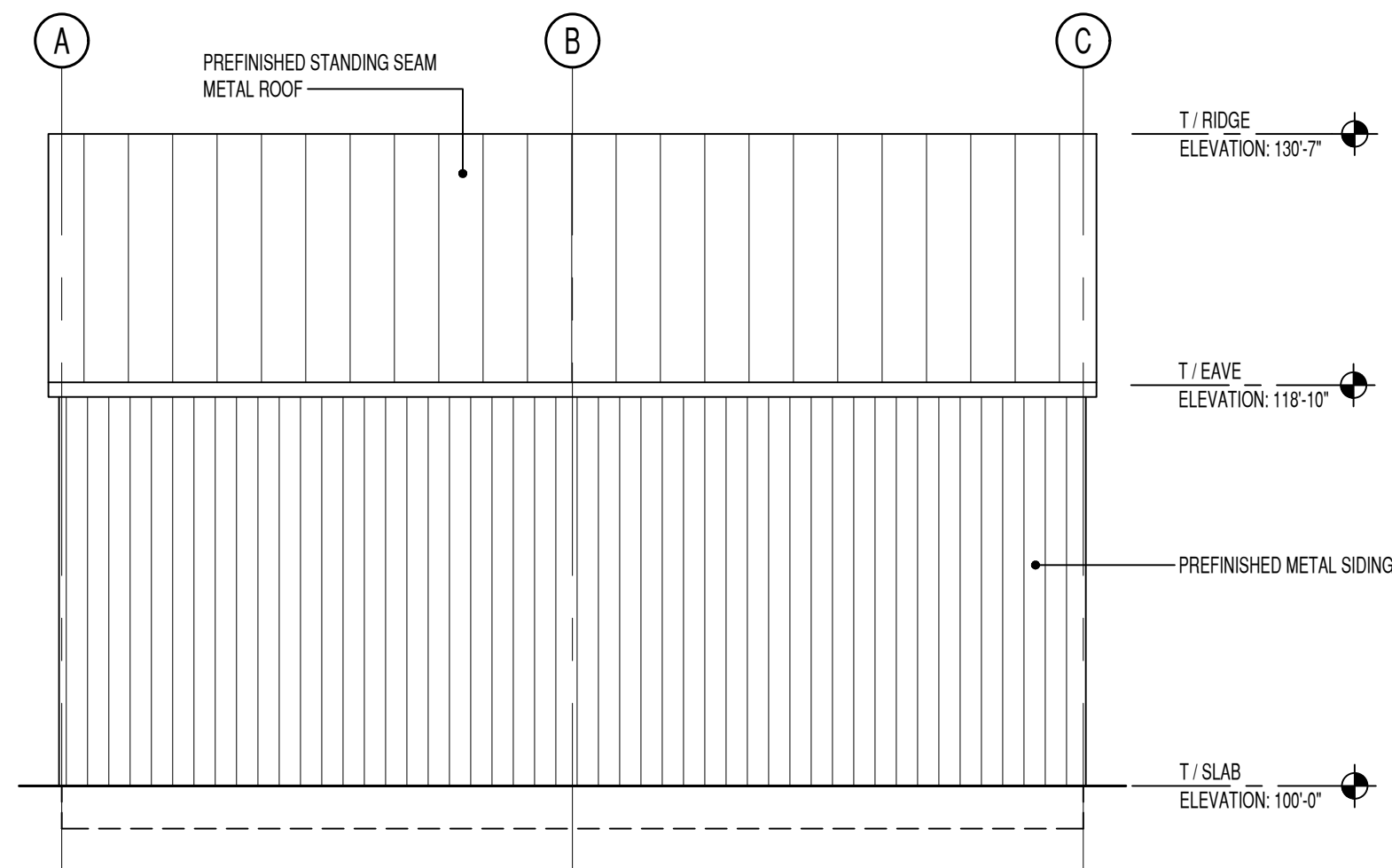
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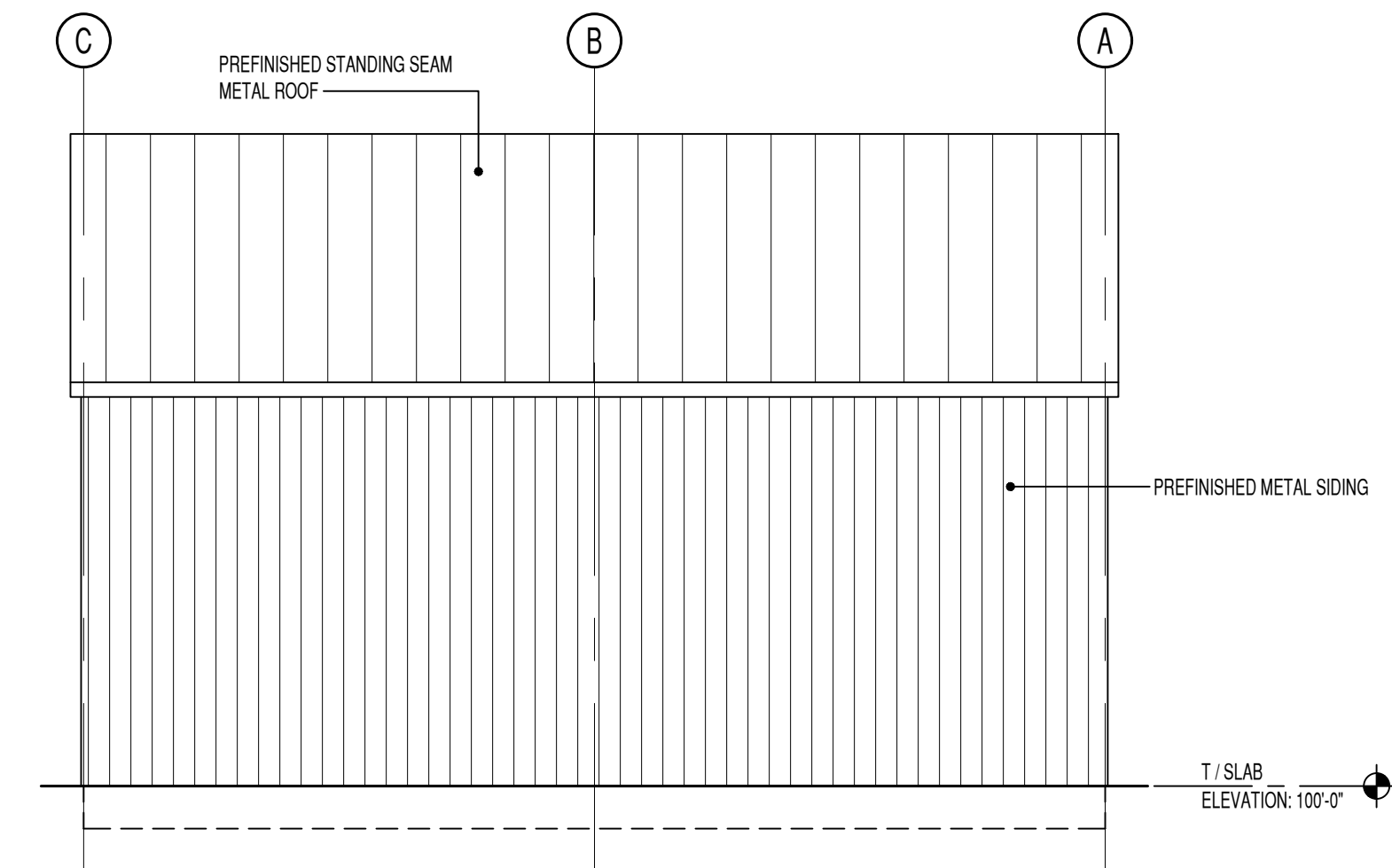
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3 WEST ELEVATION
 SCALE: 1/8" = 1'-0"



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

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**CHIPPEWA VALLEY REGIONAL AIRPORT
 LEASED HANGAR**
 EAU CLAIRE, WI
 EXTERIOR ELEVATIONS

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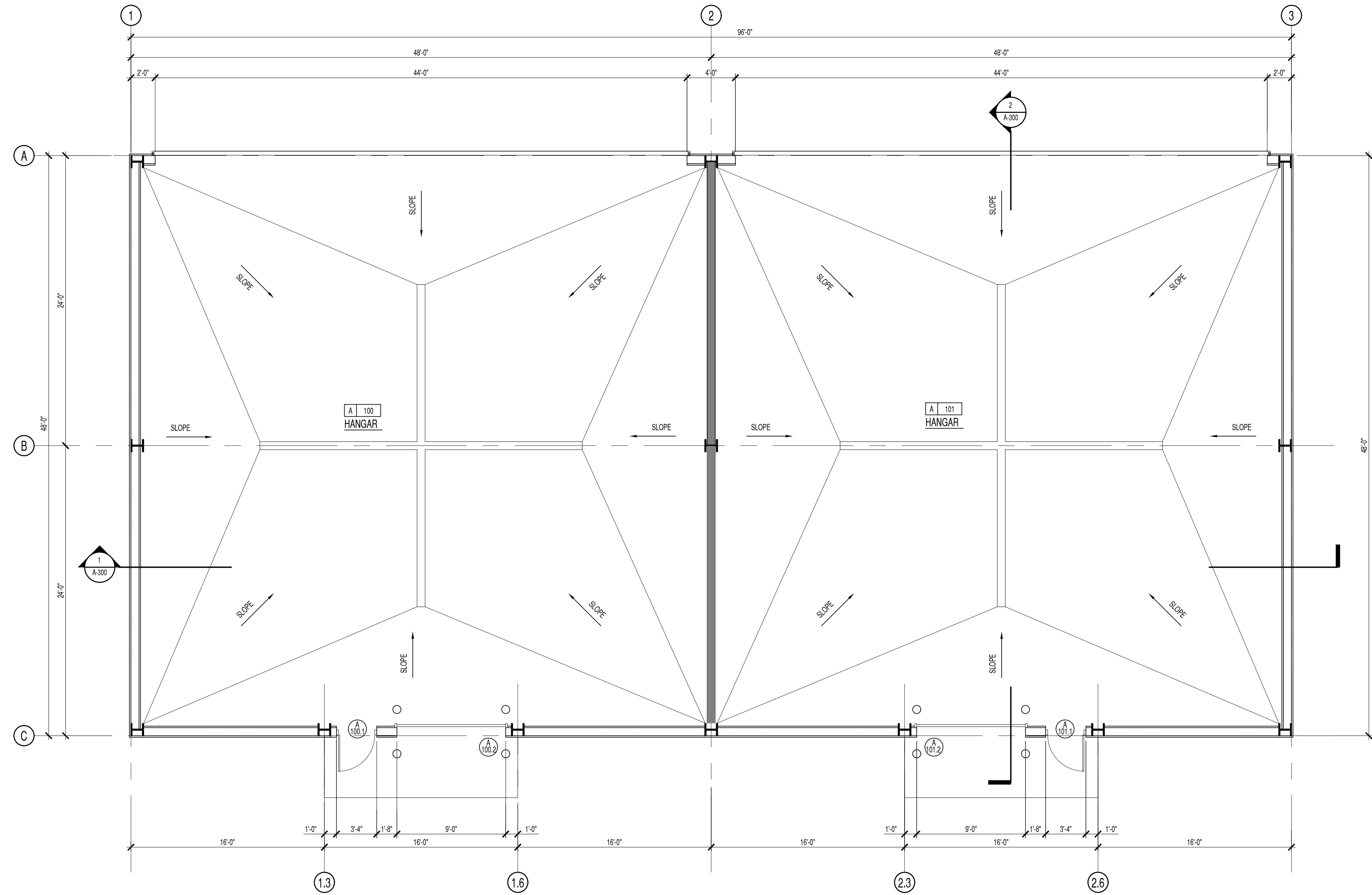
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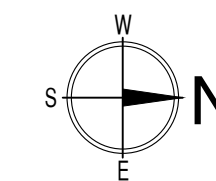
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Project Number:
 CHVRA21001

Sheet Number:
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FIRST FLOOR PLAN
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**CHIPPEWA VALLEY REGIONAL AIRPORT
 LEASED HANGAR**
 EAU CLAIRE, WI
 FLOOR PLAN

Issue:

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Revisions:

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Drawn by:
 ALC
Project Number:
 CHVRA21001

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2021	Name	Company	Accomplishment
<i>October</i>	-	-	-
<i>November</i>	Shawn Styer	Hawthorne Aviation	Shawn has really been a team player in making sure charter flights have appropriate coverage. Shawn has offered to assist with multiple charter operations, including staying late into the night to ensure a delayed flight had fuel and offering to come back on his day off to assist with a flight if additional staffing was needed.
	Patrick Boos	CVRA	Patrick spent extra time with a new airport employee, acting as a job coach and providing the new employee with training to ensure he has the necessary information and tools to complete his duties. His extra effort has made the new employee feel more confident in completing his duties and guaranteed the cleanliness of the airport terminal.
	Erin Switzer	CVRA	Erin went above and beyond to ensure all the necessary work was complete for a recent charter operation, including coming in on her day off to ensure the boarding passes were printed and ready for an early morning departure. Erin's work on her day off ensured a smooth departure the next morning.
<i>December</i>	Xai Xiong	SkyWest	Thank you for going above and beyond the call of duty; Picking up shifts where needed, doing extra training to become a mentor, and for being a great team player to help get flights out on time.
	Sam Youngquist	SkyWest	Thank you for going above and beyond the call of duty; Picking up shifts where needed, doing extra training to become a mentor, and for being a great team player to help get flights out on time.
	Charity Zich	CVRA	Overnight we got snow and sleet making walkways slippery. Charity was outside shoveling and laying down salt and telling visitors to be careful and watch their step. Way to lead by example!

<u>DESCRIPTION</u>	<u>2021 BUDGET</u>	<u>2022 BUDGET</u>
<u>TRADITIONAL</u>		
TV/Weather Sponsorships (local) - Sponsored spots only	\$0	\$0
Radio/Broadcast (Promotions only/Trade)	\$0	\$0
Newspaper/Magazines/Print	\$350	\$1,200
Out of Home/Billboards/Transit Advertising (*Supplemental placement)	\$0	\$0
TRADITIONAL	\$350	\$1,200
<u>ONLINE/NON-TRADITIONAL</u>		
OTT/Streaming	\$0	\$7,500
Targeted Digital (Display, Native) -- Intent Travelers	\$15,000	\$4,000
Targeted Digital (Programmatic Video)	\$6,000	\$4,000
Paid Social Media (Facebook/IG and Boosts)	\$9,600	\$10,400
Search (SEM)	\$16,800	\$16,800
Site re-messaging	\$2,100	\$3,600
Lat/Long	\$6,000	\$0
ONLINE/NON-TRADITIONAL	\$55,500	\$46,300
<u>COMMUNITY AND CORPORATE OUTREACH</u>		
Sports Sponsorships (UW-Stout/UWEC)	\$0	\$0
Eau Claire Chamber Business Expo	\$0	\$0
Airport Open House	\$500	\$0
UW-EC Senior Americans Day	\$0	\$0
OUTREACH	\$500	\$0
<u>OTHER MARKETING COMPONENTS</u>		
Updated Creative (social/video)	\$8,600	\$2,700
Marketing Assistance (consultants)	\$1,200	\$3,000
Promotional Collateral / Print Items	\$1,000	\$500
Promotions/Tickets for OO/Survey Rewards	\$250	\$250
Mics/Other Items	\$1,000	\$1,950
<i>Airport Recognition Program (\$550)</i>		\$550
<i>Delay Cart (\$1200)</i>		\$0
<i>Frequent Flyer Lounge (\$500)</i>		\$250
<i>Volunteer Recognition (\$200)</i>		\$150
<i>Customer Appreciation/Flying Hamburger Social (\$250)</i>		\$500
<i>Airshow Tickets</i>		\$500
OTHER MARKETING COMPONENTS	\$12,050	\$8,400
TOTAL MARKETING AND ADVERTISING	\$68,400	\$55,900