

AGENDA
Chippewa Valley Regional Airport Commission
Friday, March 18, 2022, 7:30 a.m.
Virtual Meeting via Webex

Join WebEx Meeting:

<https://eauclairecounty.webex.com>

Meeting ID: 2593 184 9345 Password: pATx58a8cpm

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

Audio conference:

1-415-655-0001 Access Code: 25931849345##

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. February 18, 2022 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
 - Airport Community Outreach
 1. Discussion/Action

b. Airport Strategic Plan Update/Review

1. Discussion/Action

c. Project Summary

- AIP 48 Rwy 4/22 and Taxiway A Rehabilitation – FY22
- 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 – FY22
- Corporate Hangar Construction – FY22
- 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: Lease Terms for 2022 Hangar Construction**

1. Discussion/Action

9. New Business: N/A

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 individuals with disabilities through sign language, interpreters, remote access, or other auxiliary aids. Contact the clerk of the committee or Administration for assistance (715-839-5106). For additional information on ADA requests, contact the County ADA Coordinator at 839-6945, (FAX) 839-1669 or 839-4735, TTY: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

MINUTES

Chippewa Valley Regional Airport Commission
Friday, February 18, 2022, 7:30 am
Virtual Meeting via Webex

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

MEMBERS ABSENT: None

OTHERS PRESENT: Amy Michels-Mead & Hunt, Heather DeLuka-Airport Neighborhood Association, Jeff Husby-Hawthorne Aviation, Darrel Gibson-Gibson Aviation, James Gwillum and Paul Johnson-Enterprise Rent-A-Car, Charity Zich-Airport Director, Todd Norrell-Airport Maintenance Supervisor and Erin Switzer-Airport Administrative Specialist were present via Webex virtual meeting.

1. **Call to Order:** Chair Bill Hilgedick called the meeting to order at 7:30 am.
2. **Confirmation of Meeting Notice:** The meeting was noticed.
3. **Roll Call:** Commissioners Rick Bowe, Scott Francis, Bill Hilgedick, Peter Hoeft, Chuck Hull, Kevin Stelljes and Barry Wells were present via Webex virtual meeting
4. **Approval of Minutes:**
 - a. **January 21, 2022 Regular Commission Meeting:**

On a motion by Com. Bowe, seconded by Com. Wells, the minutes of the January 21, 2022, meeting were approved as submitted.
(Ayes 7-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 7-Nayes 0)
 - b. **Key Indicators:**
 - **Airline Operations**

Airline Enplanements are up for the month and for the year.
 - **Car Rental Operations**

Cars rented are up for the month and for the year.
 - **Tower Operations**

Tower Operations are up for the month and 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:** Heather Deluka inquired about how the PFAS waste will be disposed of and at what cost and whose expense.

7. Operational Matters:

a. Airport Operations Report

- **Airport Staffing Update:** The Airport Director noted that our new full time maintenance tech started this week.
- **2021 Annual Report:** The Commission reviewed the 2021 Annual Report.
- **Airport Community Outreach:** The Commission reviewed the Airport Community Outreach opportunities and events.

b. Airport Strategic Plan Update/Review:

The Operational Review for February covered Staffing. The Airport Director noted some changes to position titles and duties.

c. Project Summary

- **AIP 47 - Phase I fence design, Taxiway A Lighting Design and Construction, ARFF Building Design – FY20:** No update
- **AIP 48 - Rwy 4/22 and Taxiway A Rehabilitation – FY21:** No update
- **AIP 49 - ARFF Building Reconstruct– FY22:** The first grant approval has been received.
- **AIP 50 - Master Plan Update – FY22:** The grant application has been submitted.
- **AIP 51 - Phase II Design and Construct Wildlife Fence and Wildlife Study Recommendations – FY22:** No update
- **State Aid 66 - Equipment Storage Building Addition Project – FY21:** No update
- **Airport Parking Equipment Replacement:** The parking equipment has been installed. There were some delays installing License Plate Recognition equipment due to frozen ground but that should be installed soon.
- **Corporate Hangar Construction – FY21:** The variance application has been submitted to the State to eliminate the foam firefighting system.
- **48'x48' Hangar Construction – FY22:** The design has been on hold while we review options to maximize the door width, including revisiting a single building with multiple units from a company that supplies hangar buildings.

8. Previous Business: None

9. New Business:

- a. Hawthorne Aviation Request to Sublease:** The Airport Director highlighted the request from Hawthorne Aviation to sublease aircraft rental and flight instruction to Gibson Aviation to meet the minimum standards and the requirements in the FBO Agreement.

On a motion by Com. Francis, seconded by Com. Hoefft, the Hawthorne Aviation Request to Sublease was approved pending a letter of approval from the Airport Director.

(Ayes 7-Nayes 0)

- b. AECOM Technical Services, Inc. Contract:** The Airport Director discussed the contract which will carry out the site investigation work plan approved by the DNR, including proper disposal of any samples collected on the Airport.

On a motion by Com. Francis, seconded by Com. Bowe, the AECOM Technical Services, Inc. Contract was approved as submitted.

(Ayes 7-Nayes 0)

- c. Off Airport Rent-A-Car Concession Agreement:** The Airport Director presented information on the Off Airport Rent-A-Car Concession Agreement proposed by Green Fleet.

On a motion by Com. Bowe, seconded by Com. Francis, the Off Airport Rent-A-Car Concession Agreement was approved pending agreement on insurance requirements.

(Ayes 7-Nayes 0)

10. Discuss Future Agenda Items: None

- 11. Set Future Meeting Dates and Times:** The next Regular Commission Meetings are planned for March 18th, April 20th and May 20th.

12. Adjournment:

On a motion by Com. Francis, seconded by Com. Wells, the meeting was adjourned at 8:32 am.

(Ayes 7-Nayes 0)

Respectfully Submitted,

Scott Francis, Secretary

February Vouchers for approval March 18, 2022

| | | | | |
|---------------------------------------|---|---------------|--------------------|-------------|
| AECOM | Site investigation workplan study, 10/30/21-11/12/21 | 53510-299 | \$850.00 | 2021 |
| AECOM | Site investigation workplan study, 2/26/22-3/4/22 | 53510-299 | \$2,120.00 | |
| Alcivia | 1,985 Gallons of Gasohol Fuel | 53510-377 | \$7,132.11 | |
| CBS Squared | Design/construction fees, 48x48 hangars | 53510-820 | \$885.40 | |
| Cintas | Uniforms & Towels | 53510-298 | \$337.77 | |
| JM Janitorial | Janitorial Services 1/31/22-2/28/22 | 53510-200 | \$999.00 | |
| Nick's Mobile Welding | Welding Case Loader Hydraulic Locking Pin/Wausau Plow | 53510-246 | \$352.50 | |
| Per Mar Security | Access Control Addition to Secure Area Exit | 53510-820 | \$12,990.00 | |
| S.S.Auto Body | GMC Canyon Door Handle Replacement | 53510-241 | \$96.66 | |
| State of WI - Dept. of Transportation | AIP 39 - Tower Equip, South GA Design Closeout | 53510-829 | \$16,439.73 | |
| State of WI - Dept. of Transportation | AIP 47 - ARFF Design Amendment 1 | 53510-829 | \$6,537.50 | |
| State of WI - Dept. of Transportation | SAP 70 - Phase II Fence Design | 53510-829 | \$6,121.06 | |
| WGI, Inc. | PARCS Procurement Billing, January | 53510-299 | \$1,535.00 | |
| Xcel Energy | Empower Resiliency Project Scoping Study | 53510-299 | \$500.00 | |
| Xcel Energy | Terminal Gas/Electric - February | 53510-222/224 | \$18,959.86 | |
| Xcel Energy | ATCT Gas/Electric - February | 53515-222/224 | \$2,120.15 | |
| | | TOTAL | \$67,874.63 | |

February Credit Card Charges

| | | | |
|---------------------------|------------------------|--------------|-------------------|
| FEDEX 438980187 | Postage | 53510-311 | 7.95 |
| WASTE MGMT WM EZPAY | Annual Refuse Services | 53510-297 | 1344.20 |
| CHIPPEWA VALLEY REGIONAL | Grounds | 53510-246 | -7.00 |
| CHIPPEWA VALLEY REGIONAL | Grounds | 53510-246 | 7.00 |
| WINDCAVE INC. | Merchant fees | 53510-248 | 36.75 |
| HALLIE AUTOMOTIVE | Ford Escape Service | 53510-241 | 284.83 |
| CVAS *GROOME* | ARFF Travel/Training | 53510-340 | 92.00 |
| DELTA AIR 0062499186755 | ARFF Travel/Training | 53510-340 | 337.20 |
| EAU CLAIRE CHAMBER | Marketing | 53510-327 | 50.00 |
| CROWN AWARDS INC | Marketing | 53510-327 | 9.97 |
| HANGAR 54 GRILL | Marketing | 53510-327 | 25.00 |
| INSTY PRINTS AND STAR MAR | Grounds | 53510-246 | 46.00 |
| GOLD CROSS ANSWERING SVC | Telephone | 53510-225 | 130.00 |
| DALCO ENTERPRISES | Building | 53510-248 | 200.81 |
| FARM & FLT CHIPPEWA FALLS | Building | 53510-248 | 11.29 |
| FARM & FLT CHIPPEWA FALLS | Vehicles | 53510-241 | 36.04 |
| MENARDS EAU CLAIRE EAST | Building | 53510-248 | 23.91 |
| FABICK RENTS 33 | Scissor Lift Service | 53510-248 | 302.72 |
| INTERSTATE BATTERY SYS | Scissor Lift Battery | 53510-248 | 527.80 |
| CNC SPECIALTY STORE LL | Vehicles | 53510-241 | 113.47 |
| TRU LOCK & SECURITY INC | Grounds | 53510-246 | 11.95 |
| MENARDS EAU CLAIRE WEST | Building | 53510-248 | 73.88 |
| ZARNOTH BRUSH WORKS INC | Sweeper brushes | 53510-246 | 492.75 |
| GOODIN COMPANY | Building | 53510-248 | 89.40 |
| ROTO ROOTER | Sewer Service | 53510-248 | 325.00 |
| FARM & FLT CHIPPEWA FALLS | Grounds | 53510-246 | 14.92 |
| FARM & FLT CHIPPEWA FALLS | Vehicles | 53510-241 | 59.99 |
| FLEET PRIDE 580 | Vehicles | 53510-241 | 59.74 |
| 1942 DS/CED | ATCT Building | 53515-248 | 32.58 |
| STANDARD SIGNS INC | Airfield Lights | 53510-246 | 535.57 |
| | | TOTAL | \$5,275.72 |

Chippewa Valley Regional Airport

2022 BUDGET COMPARISON Estimated February 28, 2022

| # | Item | 12 Month Budget 2022 | Budget YTD Allocated | Actual as of 2/28/22 (16.67%) | Variance YTD | Balance Remaining For Year |
|------------------------------------|------------------------------|-------------------------|-------------------------|----------------------------------|-----------------------|----------------------------------|
| Income | | | 16.67% | | | |
| 41110 | Contrib From Eau Claire Cty | \$403,020 | \$67,170 | \$100,755 | \$33,585.00 | \$302,265.00 |
| 43790 | Contrib From Chippewa Cty | \$131,574 | \$21,929 | \$65,787 | \$43,858.00 | \$65,787.00 |
| Sub-Total Tax Revenue | | \$534,594 | \$89,099.00 | \$166,542.00 | \$77,443.00 | \$368,052.00 |
| 46341 | Air Terminal | \$169,712 | \$28,285 | \$28,975 | \$689.52 | \$140,737.15 |
| 46342 | FBO | \$142,061 | \$23,677 | \$20,360 | (\$3,316.65) | \$121,700.82 |
| 46343 | Airfield | \$136,981 | \$22,830 | \$18,925 | (\$3,905.43) | \$118,056.26 |
| 46344 | Hangars | \$239,003 | \$39,834 | \$53,832 | \$13,997.99 | \$185,171.18 |
| 46345 | Parking | \$106,000 | \$17,667 | \$27,375 | \$9,708.69 | \$78,624.64 |
| 46346 | Rental Cars | \$122,698 | \$20,450 | \$25,672 | \$5,222.75 | \$97,025.58 |
| 46349 | Ground Handling | \$36,000 | \$6,000 | \$0 | (\$6,000.00) | \$36,000.00 |
| 48902 | Vehicle Fuel Reimbursement | \$18,000 | \$3,000 | \$5,144 | \$2,144.31 | \$12,855.69 |
| 48903 | Equipment Rental | \$1,200 | \$200 | \$200 | \$0.00 | \$1,000.00 |
| Sub-Total Operating Revenue | | \$971,655 | \$161,943 | \$180,484 | \$18,541.18 | \$791,171 |
| Sub-Total Taxes and Operating Rev. | | \$1,506,249.00 | \$251,041.50 | \$347,025.68 | \$95,984.18 | \$1,159,223.32 |
| 48691 | Other Revenue | \$10,000 | \$1,667 | \$0 | (\$1,666.67) | \$10,000.00 |
| 48900 | Insurance Refunds | \$0 | \$0 | \$0 | \$0.00 | \$0.00 |
| 48901 | PFC | \$57,070 | \$9,512 | \$8,876 | (\$635.92) | \$48,194.25 |
| 43690-91 | Airport Grants | \$0 | \$0 | \$0 | \$0.00 | \$0.00 |
| 49210 | Transfer Fr. Gen'l Fund | \$0 | \$0 | \$0 | \$0.00 | \$0.00 |
| 49300 | Airport Fund Balance Applied | \$2,372,230 | \$395,372 | \$0 | (\$395,371.67) | \$2,372,230.00 |
| Sub-Total Other Revenue | | \$2,439,300 | \$406,550.00 | \$8,875.75 | (\$397,674.25) | \$2,430,424.25 |
| TOTAL INCOME | | \$3,945,549 | \$657,591.50 | \$355,901.43 | (\$301,690.07) | \$3,589,647.57 |
| Expenses | | | | | | |
| 53510-111 | Salary Perm-Regular | \$403,178 | \$67,196 | \$56,351.77 | (\$10,844.56) | \$346,826.23 |
| -112 | Salary Perm-OT | \$14,814 | \$2,469 | \$3,502.18 | \$1,033.18 | \$11,311.82 |
| -114 | Salary-On Call Pay | \$5,200 | \$867 | \$800.00 | (\$66.67) | \$4,400.00 |
| -121 | Salary Temp Regular | \$9,978 | \$1,663 | \$2,571.01 | \$0.00 | \$7,406.99 |
| -130 | Employee Benefits | \$4,200 | \$700 | \$700.00 | \$0.00 | \$3,500.00 |
| -136 | PTO-ELB-Lump Sum Payout | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 |
| -141 | Board & Comm Per Diem | \$4,800 | \$800 | \$735.00 | (\$65.00) | \$4,065.00 |
| -142 | Cnty Brd & Comm Mile | \$900 | \$150 | \$0.00 | (\$150.00) | \$900.00 |
| -150 | Health Ins Incentive | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 |
| -151 | Social Security | \$33,883 | \$5,647 | \$4,523.67 | (\$1,123.50) | \$29,359.33 |
| -152 | Retirement Emplr Share | \$26,039 | \$4,340 | \$3,539.44 | (\$800.39) | \$22,499.56 |
| -153 | HSA Contribution | \$5,050 | \$842 | \$0.00 | (\$841.67) | \$5,050.00 |
| -154 | Hos & Health Ins | \$110,506 | \$18,418 | \$9,982.86 | (\$8,434.81) | \$100,523.14 |
| -155 | Life Insurance | \$135 | \$23 | \$20.88 | (\$1.62) | \$114.12 |
| -158 | Unemployment Comp | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 |
| -200 | Contract Svcs | \$40,500 | \$6,750 | \$2,276.00 | (\$4,474.00) | \$38,224.00 |
| -212 | Attorney Fees | \$6,000 | \$1,000 | \$0.00 | (\$1,000.00) | \$6,000.00 |
| -213 | Accounting & Audit | \$5,500 | \$917 | \$0.00 | (\$916.67) | \$5,500.00 |
| -221 | Water & Sewer | \$57,067 | \$9,511 | \$0.00 | (\$9,511.17) | \$57,067.00 |
| -222 | Electric | \$102,938 | \$17,156 | \$18,432.93 | \$1,276.60 | \$84,505.07 |
| -224 | Gas & Fuel Oil | \$38,728 | \$6,455 | \$19,577.39 | \$13,122.72 | \$19,150.61 |
| -225 | Telephone | \$4,000 | \$667 | \$130.00 | (\$536.67) | \$3,870.00 |
| -226 | Cellular Phone | \$1,450 | \$242 | \$90.00 | (\$151.67) | \$1,360.00 |
| -227 | Dataline/Internet | \$500 | \$83 | \$0.00 | (\$83.33) | \$500.00 |
| -241 | Motor Vehicle Maint | \$15,000 | \$2,500 | \$1,500.64 | (\$999.36) | \$13,499.36 |
| -246 | Grounds Maint | \$115,000 | \$19,167 | \$25,284.22 | \$6,117.55 | \$89,715.78 |
| -248 | Building Maint | \$30,000 | \$5,000 | \$1,147.73 | (\$3,852.27) | \$28,852.27 |
| -249 | Service on Machines | \$500 | \$83 | \$0.00 | (\$83.33) | \$500.00 |
| -297 | Refuse Collection | \$1,500 | \$250 | \$0.00 | (\$250.00) | \$1,500.00 |
| -298 | Laundry Services | \$3,636 | \$606 | \$773.33 | \$167.33 | \$2,862.67 |
| -299 | Sundry Contract Services | \$55,000 | \$9,167 | \$5,690.00 | \$0.00 | \$0.00 |
| -310 | Office Supplies | \$600 | \$100 | \$30.03 | (\$69.97) | \$569.97 |
| -311 | Postage and Box Rent | \$800 | \$133 | \$17.30 | (\$116.03) | \$782.70 |
| -313 | Printing & Dup | \$750 | \$125 | \$0.00 | (\$125.00) | \$750.00 |

| # | Item | 12 Month Budget 2022 | Budget YTD Allocated | Actual as of 2/28/22 (16.67%) | Variance YTD | Balance Remaining For Year |
|--|----------------------------|-----------------------|----------------------|-------------------------------|-----------------------|----------------------------|
| -320 | Ref Materials | \$500 | \$83 | \$0.00 | (\$83.33) | \$500.00 |
| -321 | Publish Legal Notices | \$150 | \$25 | \$0.00 | (\$25.00) | \$150.00 |
| -324 | Membership Dues | \$4,000 | \$667 | \$1,193.00 | \$526.33 | \$2,807.00 |
| -327 | Marketing | \$55,000 | \$9,167 | \$365.00 | (\$8,801.67) | \$54,635.00 |
| -328 | Airline Recruitment | \$10,000 | \$1,667 | \$0.00 | (\$1,666.67) | \$10,000.00 |
| -340 | Travel-Train, Conf & Misc. | \$18,000 | \$3,000 | \$1,254.00 | (\$1,746.00) | \$16,746.00 |
| -366 | Fire fight supplies | \$4,500 | \$750 | \$0.00 | (\$750.00) | \$4,500.00 |
| -377 | Vehicle Fuel | \$40,000 | \$6,667 | \$11,308.23 | \$4,641.56 | \$28,691.77 |
| -510 | Insurance | \$74,116 | \$12,353 | \$3,624.78 | (\$8,727.89) | \$70,491.22 |
| -515 | Insurance Claims | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 |
| -615 | Special Assessment | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 |
| -813 | Office Equipment | \$2,500 | \$417 | \$245.25 | (\$171.42) | \$2,254.75 |
| -933 | Bank Service Charges | \$0 | \$0 | \$1,152.72 | \$1,152.72 | (\$1,152.72) |
| Sub-Total Operating Expense | | \$1,306,918.00 | \$217,819.67 | \$176,819.36 | (\$41,000.31) | \$1,130,098.64 |
| 53510-121 | Sal Temp-Ground Handling | \$9,774 | \$1,629 | \$899.87 | (\$729.13) | \$8,874.13 |
| -122 | Aircraft Handling OT | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 |
| -151 | Ground Handling FICA | \$747 | \$125 | \$68.86 | (\$55.64) | \$678.14 |
| -366 | Ground Handling Supplies | \$2,000 | \$333 | \$0.00 | (\$333.33) | \$2,000.00 |
| Sub-Total Ground Handling Expense | | \$12,521 | \$2,086.83 | \$968.73 | (\$1,118.10) | \$11,552.27 |
| 53515-221 | ATCT Water-Sewer-Strmwtr | \$1,030 | \$172 | \$0.00 | (\$171.67) | \$1,030.00 |
| -222 | ATCT Electricity | \$16,480 | \$2,747 | \$2,704.84 | (\$41.83) | \$13,775.16 |
| -224 | ATCT Gas & Fuel Oil | \$4,120 | \$687 | \$1,453.62 | \$766.95 | \$2,666.38 |
| -225 | ATCT Telephone | \$1,500 | \$250 | \$0.00 | (\$250.00) | \$1,500.00 |
| -248 | ATCT Building Maintenance | \$15,000 | \$2,500 | \$250.48 | (\$2,249.52) | \$14,749.52 |
| Sub-Total Tower Expense | | \$38,130 | \$6,355.00 | \$4,408.94 | (\$1,946.06) | \$33,721.06 |
| 53610-810 | Capital Equipment | \$0 | \$0 | \$18,112.48 | \$18,112.48 | (\$18,112.48) |
| -820 | Capital Improvement | \$2,275,000 | \$379,167 | \$14,760.80 | (\$364,405.87) | \$2,260,239.20 |
| -829 | Other Capital Improvement | \$312,980 | \$52,163 | \$29,098.31 | (\$23,065.02) | \$283,881.69 |
| 58102-613 | Principal/Trust Fund | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 |
| 58202-613 | Interest/Trust Fund | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 |
| Sub-Total Capital Expense | | \$2,587,980 | \$431,330.00 | \$61,971.59 | (\$369,358.41) | \$2,526,008.41 |
| TOTAL EXPENSE | | \$3,945,549 | \$657,591.50 | \$244,168.62 | (\$413,422.88) | \$3,701,380.38 |
| NET OPERATING INCOME | | \$0 | \$0 | \$103,935.57 | | (\$103,935.57) |
| Cash Balance | | | | | | |
| | Per 2018 Audit Report | \$975,882 | | | | |
| | Per 2019 Audit Report | 1,362,194 | | | | |
| | Per 2020 Audit Report | 2,393,606 | | | | |
| | 2021 Estimate | 3,195,711 | | | | |

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 | | | | | | | |
| | | | 100.00% | | | | |
| 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 | \$165,978 | \$9,347.49 | (\$9,347.49) | \$165,978 |
| 46342 | FBO | \$127,522 | \$127,522 | \$127,643 | \$120.70 | (\$120.70) | \$127,643 |
| 46343 | Airfield | \$134,917 | \$134,917 | \$145,301 | \$10,384.37 | (\$10,384.37) | \$145,301 |
| 46344 | Hangars | \$227,184 | \$227,184 | \$249,004 | \$21,819.94 | (\$21,819.94) | \$249,004 |
| 46345 | Parking | \$100,000 | \$100,000 | \$134,822 | \$34,821.89 | (\$34,821.89) | \$134,822 |
| 46346 | Rental Cars | \$85,000 | \$85,000 | \$169,496 | \$84,495.67 | (\$84,495.67) | \$169,496 |
| 46349 | Ground Handling | \$0 | \$0 | \$36,000 | \$36,000.00 | (\$36,000.00) | \$36,000 |
| 48902 | Vehicle Fuel Reimbursement | \$15,000 | \$15,000 | \$18,413 | \$3,413.12 | (\$3,413.12) | \$18,413 |
| 48903 | Equipment Rental | \$0 | \$0 | \$1,100 | \$1,100.00 | (\$1,100.00) | \$1,100 |
| | Sub-Total Operating Revenue | \$846,254 | \$846,254 | \$1,047,757 | \$201,503.18 | -\$201,503 | \$1,047,757 |
| | Sub-Total Taxes and Operating Rev. | \$1,380,848.00 | \$1,380,848.00 | \$1,582,351.18 | \$201,503.18 | (\$201,503.18) | \$1,582,351.18 |
| 48691 | Other Revenue | \$5,000 | \$5,000 | \$22,463 | \$17,462.66 | (\$17,462.66) | \$22,463 |
| 48900 | Insurance Refunds | \$0 | \$0 | \$17,607 | \$17,607.20 | (\$17,607.20) | \$17,607 |
| 48901 | PFC | \$43,900 | \$43,900 | \$89,612 | \$45,711.74 | (\$45,711.74) | \$89,612 |
| 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 | \$794,777.10 | (\$2,537,908.90) | \$2,537,908.90 | \$794,777 |
| | TOTAL INCOME | \$4,713,534 | \$4,713,534.00 | \$2,377,128.28 | (\$2,336,405.72) | \$2,336,405.72 | \$2,377,128 |
| Expenses | | | | | | | |
| 53510-111 | Salary Perm-Regular | \$373,746 | \$373,746 | \$350,949.53 | (\$22,796.47) | \$22,796.47 | \$350,950 |
| -112 | Salary Perm-OT | \$12,000 | \$12,000 | \$11,666.47 | (\$333.53) | \$333.53 | \$11,666 |
| -114 | Salary-On Call Pay | \$5,200 | \$5,200 | \$5,200.00 | \$0.00 | \$0.00 | \$5,200 |
| -121 | Salary Temp Regular | \$7,000 | \$7,000 | \$9,502.91 | \$0.00 | (\$2,502.91) | \$9,503 |
| -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 | \$4,935.00 | \$855.00 | (\$855.00) | \$4,935 |
| -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 | \$26,898.51 | (\$3,242.49) | \$3,242.49 | \$26,899 |
| -152 | Retirement Emplr Share | \$24,186 | \$24,186 | \$21,972.47 | (\$2,213.53) | \$2,213.53 | \$21,972 |
| -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 | \$77,501 |
| -155 | Life Insurance | \$87 | \$87 | \$122.97 | \$35.97 | (\$35.97) | \$123 |
| -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 | \$5,157 |
| -212 | Attorney Fees | \$6,000 | \$6,000 | \$4,400.50 | (\$1,599.50) | \$1,599.50 | \$4,401 |
| -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 | \$3,001.12 | (\$998.88) | \$998.88 | \$3,001 |
| -226 | Cellular Phone | \$1,380 | \$1,380 | \$2,058.14 | \$678.14 | (\$678.14) | \$2,058 |
| -227 | Dataline/Internet | \$500 | \$500 | \$847.17 | \$347.17 | (\$347.17) | \$847 |
| -241 | Motor Vehicle Maint | \$14,000 | \$14,000 | \$11,338.80 | (\$2,661.20) | \$2,661.20 | \$11,339 |
| -246 | Grounds Maint | \$100,000 | \$100,000 | \$62,882.22 | (\$37,117.78) | \$37,117.78 | \$62,882 |
| -248 | Building Maint | \$29,000 | \$29,000 | \$28,906.62 | (\$93.38) | \$93.38 | \$28,907 |
| -249 | Service on Machines | \$500 | \$500 | \$0.00 | (\$500.00) | \$500.00 | \$0 |
| -297 | Refuse Collection | \$1,600 | \$1,600 | \$1,454.76 | (\$145.24) | \$145.24 | \$1,455 |
| -298 | Laundry Services | \$3,500 | \$3,500 | \$3,710.98 | \$210.98 | (\$210.98) | \$3,711 |
| -299 | Sundry Contract Services | \$45,000 | \$45,000 | \$50,296.63 | \$0.00 | \$0.00 | \$50,297 |
| -310 | Office Supplies | \$600 | \$600 | \$396.48 | (\$203.52) | \$203.52 | \$396 |
| -311 | Postage and Box Rent | \$600 | \$600 | \$714.75 | \$114.75 | (\$114.75) | \$715 |
| -313 | Printing & Dup | \$750 | \$750 | \$797.32 | \$47.32 | (\$47.32) | \$797 |
| -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 | \$58,608.81 | \$3,608.81 | (\$3,608.81) | \$58,609 |
| -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) | \$2,335 |
| -933 | Bank Service Charges | \$0 | \$0 | \$5,249.03 | \$5,249.03 | (\$5,249.03) | \$5,249 |
| Sub-Total Operating Expense | | \$1,185,539.72 | \$1,185,539.72 | \$1,095,883.61 | (\$89,656.11) | \$89,656.11 | \$1,095,883.61 |
| 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 | \$960 |
| -248 | ATCT Building Maintenance | \$15,000 | \$15,000 | \$19,758.60 | \$4,758.60 | (\$4,758.60) | \$19,759 |
| Sub-Total Tower Expense | | \$37,561 | \$37,561.00 | \$41,258.07 | \$3,697.07 | (\$3,697.07) | \$41,258 |
| 53610-810 | Capital Equipment | \$60,000 | \$60,000 | \$24,500.00 | (\$35,500.00) | \$35,500.00 | \$24,500 |
| -820 | Capital Improvement | \$3,167,000 | \$3,167,000 | \$243,927.26 | (\$2,923,072.74) | \$2,923,072.74 | \$243,927 |
| -829 | Other Capital Improvement | \$263,433 | \$263,433 | \$163,814.98 | (\$99,618.02) | \$99,618.02 | \$163,815 |
| 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 | \$432,242.24 | (\$3,058,190.76) | \$3,058,190.76 | \$432,242 |
| TOTAL EXPENSE | | \$4,713,534 | \$4,713,533.72 | \$1,575,023.46 | (\$3,138,510.26) | \$3,138,510.26 | \$1,575,023 |
| NET OPERATING INCOME | | \$0 | \$0 | \$802,104.82 | | (\$802,104.54) | \$802,105 |
| <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 | 3,195,711 | | | | | |

Chippewa Valley Regional Airport
Traffic Statistics
 February 2022

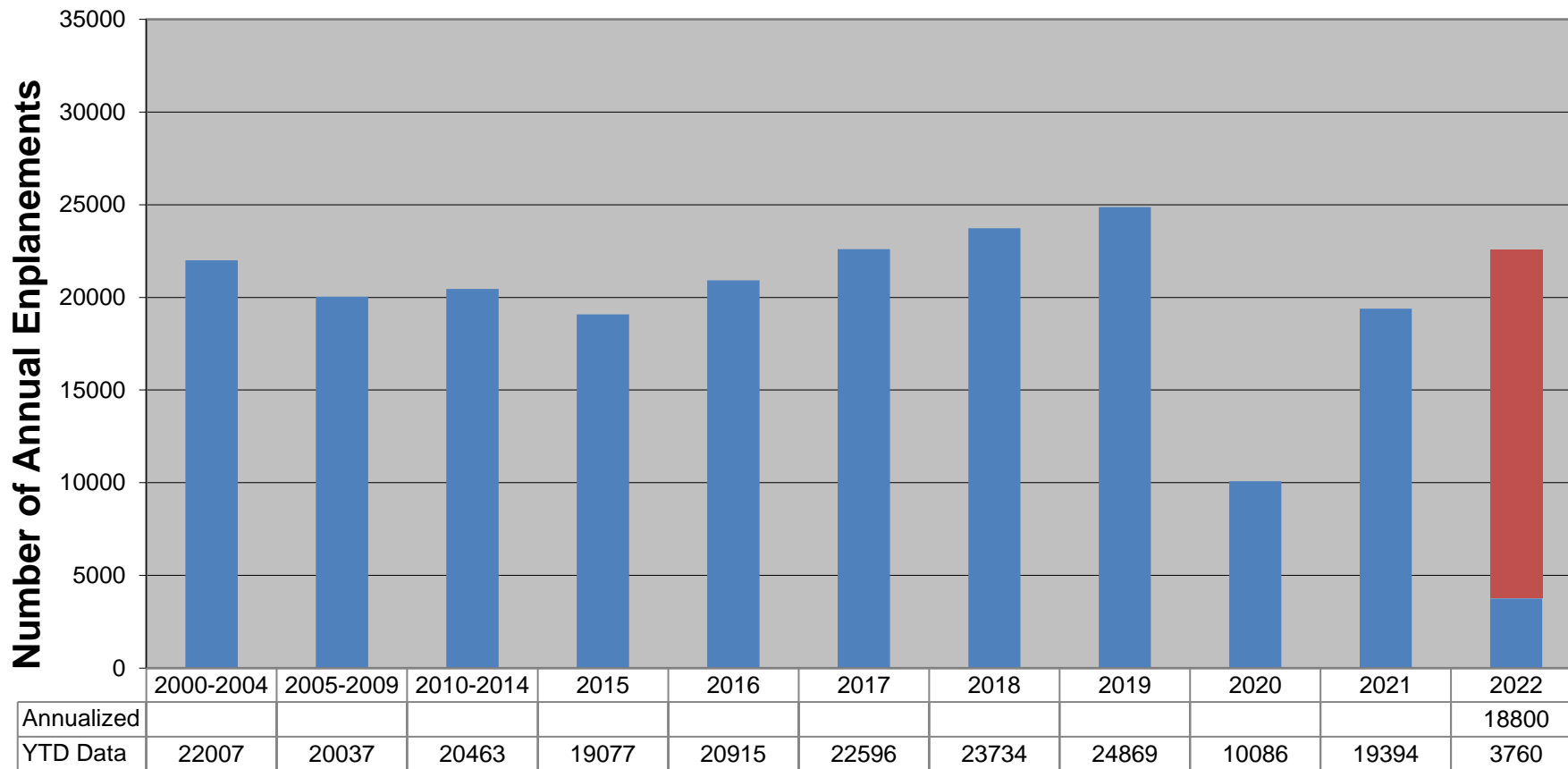
| | Month | | % Diff. | Year to date | | % Diff. |
|--------------------------------|-------------|-------------|-------------|--------------|-------------|-------------|
| | 2022 | 2021 | | 2022 | 2021 | |
| AIRLINE PASSENGERS | | | | | | |
| UNITED Enplaned | 1775 | 766 | 132% | 3527 | 1451 | 143% |
| CHARTERS Enplaned | | | | <u>233</u> | <u>0</u> | #DIV/0! |
| Total Enplaned | | | | 3760 | 1451 | 159% |
| UNITED Deplaned | 1735 | 712 | 144% | 3352 | 1271 | 164% |
| CHARTERS Deplaned | | | | <u>233</u> | <u>0</u> | #DIV/0! |
| Total Deplaned | | | | 3585 | 1271 | 182% |
| Total Enplaned/Deplaned | 3510 | 1478 | 137% | 7345 | 2722 | 170% |
| UA Departure Load Factor | 66% | 26% | | 65% | 26% | |
| UA Arrival Load Factor | 66% | 28% | | 61% | 24% | |
| UNITED PERFORMANCE | 2022 | 2021 | | 2022 | 2021 | |
| Scheduled Flights/Landings | 56 | 57 | -2% | 117 | 119 | -2% |
| Canceled Flights | | | | | | |
| Xnld for Wx | 4 | 3 | | 6 | 11 | |
| Xnld for Mx | 0 | 0 | | 0 | 0 | |
| Xnld Other | <u>0</u> | <u>0</u> | | <u>2</u> | <u>0</u> | |
| Total | 4 | 3 | 33% | 8 | 11 | -27% |
| Total Landings | 52 | 54 | -4% | 109 | 108 | 1% |
| | 2022 | 2021 | | 2022 | 2021 | |
| <u>EAU Arrival</u> | | | | | | |
| Completion Factor | 93% | 95% | | 93% | 91% | |
| OnTime % | 79% | 70% | | 75% | 73% | |
| <u>EAU Departure</u> | | | | | | |
| Completion Factor | 95% | 98% | | 92% | 93% | |
| OnTime % | 80% | 79% | | 76% | 79% | |
| <u>ORD Arrival</u> | | | | | | |
| Completion Factor | 95% | 98% | | 92% | 93% | |
| OnTime % | 84% | 73% | | 78% | 75% | |

All on time arrivals/departures follow DOT methodology.

Landline

| Leg O&D | Month | Total |
|---------|----------|----------|
| EAU-MSP | February | 7 |
| MSP-EAU | February | <u>4</u> |
| | TOTAL | 11 |

Chippewa Valley Regional Airport Scheduled Air Carrier and Charter Enplanements



Years

VOLAIRE VIEWS

WEDNESDAY, FEBRUARY 23, 2022

Regional Airline Association (RAA) Says More Small Communities Will Lose Service

In an exclusive interview with *The Points Guy*, Faye Malarkey Black, the Regional Airline Association's (RAA) CEO, said that she believes more small communities will lose air service due to the increasingly difficult regional airline pilot shortage.

The RAA is the regional airline industry's voice in Washington, DC, advocating before Congress and the federal government on behalf of its 17 member airlines in the US and Canada. Black joined the group in 1998 and has led it since 2015.

The RAA says it's a bleak picture for small communities that rely on air service from regional carriers.

It cites data that shows how much capacity regional airlines are cutting this spring. For example, GoJet, which operates as United Express, will see a 28% year-over-year capacity cut this May. Horizon Air, which operates regional flights for Alaska Airlines, will see a 31% capacity cut compared to May 2021.

"Unfortunately, I think more loss is inevitable," she said in an interview with *The Points Guy*. "I think no matter what we do right now, more communities are going to lose air service."

"The time to fix the pilot shortage was four or five years ago. At this point, we are trying to correct a problem."

Black said that most of the nation's airports are served exclusively by regional airlines and that no one should expect mainline carriers to come in if regionals leave.

"Major airlines only serve directly 34% of the nation's commercially served airports," she said. "Everywhere else relies on a regional."

Early retirements at the major airlines during the early stages of the COVID-19 pandemic coupled with an estimated 13% of pilots who will hit the mandatory retirement of age 65 within the next five years has put this pilot hiring cycle "on steroids," Black said.

"So you have pressure at both ends where the recruitment is taking place from the pilot ranks of the regional airlines, and the number of pilots coming into the pilot pipeline are thinner than ever," she said.

With a crush of new pilots joining regionals, as well as pilots departing regionals for mainline carriers, there's also a rise in demand for flight simulator time. Few regional airlines are equipped to handle that crush due to a limited supply of flight simulators.



At some regional airlines, it is taking new hires as long as six months to get from their initial classes to the simulators thanks, in part, to the lack of simulators owned by regional airlines.

Black said that the increased number of training events also leads to increased demand for line check airmen — These are pilots who would otherwise be operating regular flights, so it further strains the supply of pilots.

"You're going to take a pilot out of duty to become a line check airman," she said.

Black estimates that it will take between four and five years for regional airlines to return to their pre-pandemic number of departures.

| 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>\$1,040</u> | \$1,197 | \$1,107 | <u>\$1,080</u> | \$1,045 | \$1,112 | \$996 | \$1,057 | \$812 |
| MCO - Orlando * | \$1,083 | \$1,094 | \$458 | \$1,188 | \$1,068 | \$543 | \$778 | \$1,003 | \$493 |
| PHX - Phoenix * | \$1,337 | \$1,240 | \$748 | \$984 | \$1,147 | \$863 | <u>\$774</u> | \$964 | \$713 |
| | 3/18-3/20 | | | 3/25-3/27 | | | 4/1-4/3 | | |
| ORD - Chicago ** | \$464 | \$272 | \$272 | \$408 | \$194 | \$248 | \$408 | \$148 | \$238 |
| DEN - Denver ** | \$605 | \$297 | \$303 | \$755 | \$322 | \$268 | \$549 | \$173 | \$178 |
| LAS - Las Vegas ** | \$917 | \$624 | \$378 | \$664 | \$397 | \$398 | \$444 | \$347 | \$248 |
| EWR - Newark ** | \$538 | \$368 | \$367 | \$469 | \$322 | \$358 | \$371 | \$258 | \$293 |
| IAD - Washington Dulles ** | \$605 | \$379 | \$399 | \$612 | \$417 | \$307 | \$542 | \$340 | \$303 |
| | 3/22-3/24 | | | 3/29-3/31 | | | 4/5-4/7 | | |

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

3/9/22

Number of Cars Rented

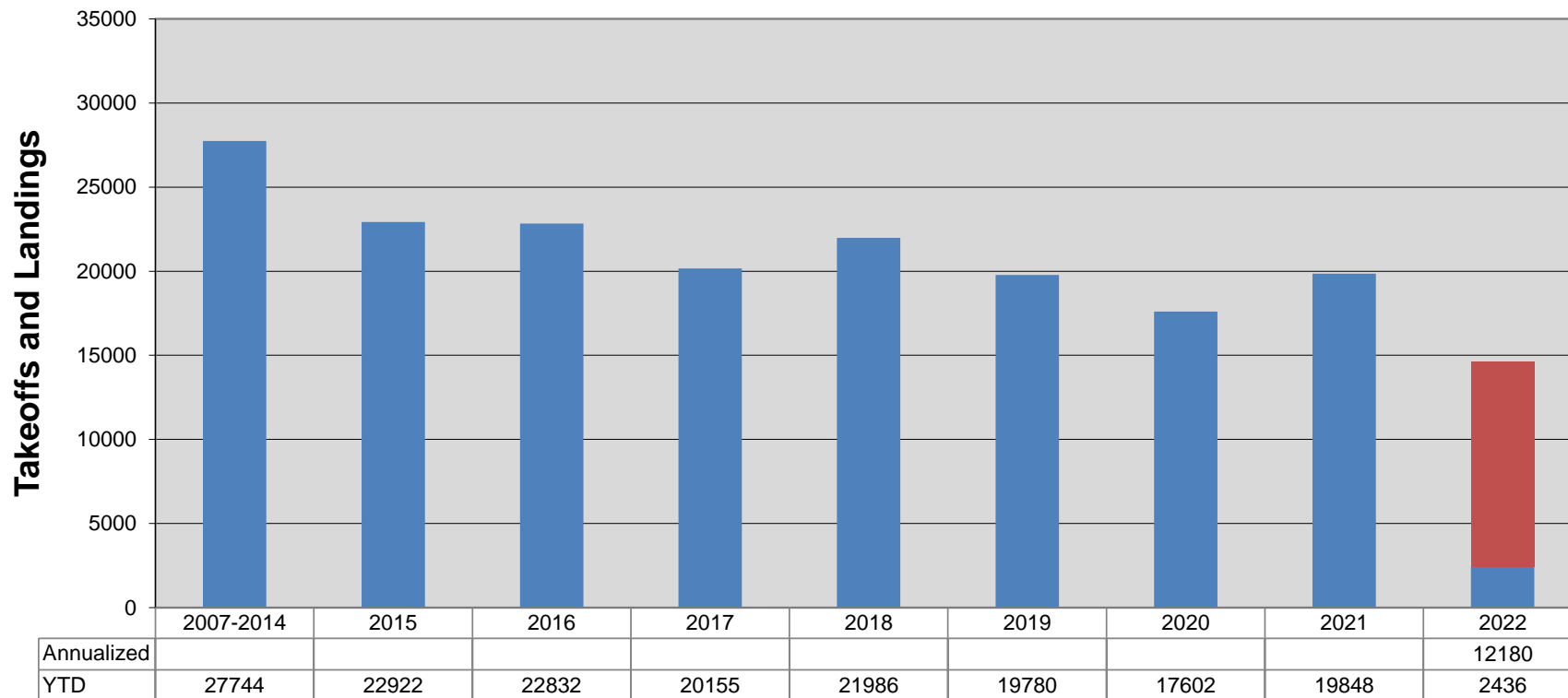
| | <u>2022</u> | <u>2021</u> | 22/21 % Diff. |
|-----------|-------------|-------------|---------------|
| January | 366 | 276 | 33% |
| February | 239 | 231 | 3% |
| March | | 369 | -100% |
| April | | 408 | -100% |
| May | | 438 | -100% |
| June | | 421 | -100% |
| July | | 468 | -100% |
| August | | 508 | -100% |
| September | | 451 | -100% |
| October | | 456 | -100% |
| November | | 403 | -100% |
| December | | 365 | -100% |
| YTD | 605 | 507 | 19% |

Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 February 2022

| | | Month | | % Diff. | Year to date | | % Diff. |
|--------------|-----------------------|----------|----------|---------|--------------|----------|---------|
| | | 2022 | 2021 | | 2022 | 2021 | |
| Itinerant | Air Carrier | 8 | 0 | #DIV/0! | 10 | 0 | #DIV/0! |
| | Commuter/ Air Taxi | 171 | 184 | -7% | 376 | 379 | -1% |
| | GA | 722 | 583 | 24% | 1470 | 1136 | 29% |
| Local | Military | 43 | 28 | 54% | 72 | 50 | 44% |
| | GA | 196 | 136 | 44% | 506 | 278 | 82% |
| | Military | <u>2</u> | <u>0</u> | #DIV/0! | <u>2</u> | <u>8</u> | -75% |
| TOTAL | | 1142 | 931 | 23% | 2436 | 1851 | 32% |

Chippewa Valley Regional Airport Annual Air Traffic Control Tower Operations



Years

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
7. Jan 31 – Leader Telegram ARFF Interview
8. Feb 1 – WQOW/WEAU Interviews
9. Feb 11 – Wis Aero Meeting
10. Feb 11 – WI Tourism Meeting
11. Mar 11 – Air Service Interviews/Stakeholder Communication
12. Mar 15 – ChiHi STEAM Night

Upcoming Events

Pancake Breakfast/Fly-In – May 7, 2022

Chippewa Valley Airshow – June 4-5, 2022

Wisconsin Aviation Conference, Eau Claire, October 3-5, 2022

| <u>Operational Area</u> | <u>Frequency</u> | <u>Next Review</u> | <u>Notes from Last Review and Areas for Improvement</u> |
|----------------------------------|------------------|--------------------|---|
| Grounds Maintenance | Annual | Mar-22 | <ul style="list-style-type: none"> - Continue with equipment upgrades as able. - Include the snow removal priority list in upcoming communication to airport tenants. - Project to rehab Runway 04/22 and Taxiway A and painting of Twy C, E, and F planned for 2021 |
| Airfield Infrastructure | | | |
| Nav aids | | | |
| Approaches | | | |
| Runways | | | |
| Taxiway | | | |
| Aprons | | | |
| Snow Removal Process & Equipment | | | |
| Mowing Operations and Equipment | | | |

Airfield Infrastructure including Runways, Taxiways, Aprons, Approaches and Nav aids

- **Runway 22:** This is the primary runway and the only runway with a precision approach or an Instrument Landing System. Aircraft can land with 200 foot ceilings and a ½ mile visibility. The airport owns and maintains a Precision Approach Path Indicator (PAPI) on this runway end.
- **Runway 04:** This is the second most utilized runway. This runway has a non-precision GPS approach with the lowest minimums being 200 feet ceiling and ¾ mile visibility. The FAA owns and maintains the PAPIs and Runway End Identifier Lights (REIL) on this runway. The threshold on Runway 04 was relocated in 2016, adding an additional 400' for landing on this runway. A 400' displacement still exists on this runway.
- Runway 04/22 was last completely reconstructed sometime in the early 1980's and an 800 ft. extension was added in the late 1990's on the Runway 22 end. An FAA funded project to complete some partial/full panel repairs, joint sealing and remarking is expected to begin in May 2022.
- A strategic plan action item is to study the cost/benefit of adding approach lights to Runway 04. This review will be done as part of our Master Plan update which is expected to start in 2022.
- **Runway 14/32:** This is our crosswind runway. Currently only visual or circling approaches with higher minimums exist to this runway. The FAA will consider the possibility of GPS approaches to both runways once the Airport Layout Plan showing these approaches is approved. It is highly unlikely we will get very low minimums at this time on Runway 32 due to the large number of obstructions in the approach path. Runway 14 may be able to obtain lower minimums.
- Runway 14 has a PAPI and REIL and Runway 32 has a PAPI all owned and maintained by the airport. The FAA has indicated a REIL must be added to Runway 32. This will be added into a future FAA funded project but will be owned and maintained by the airport.
- Improvements to extend the life of this runway were completed in 2020.
- **Taxiway A:** This taxiway is the full parallel taxiway serving Runway 04/22. It has recently been reconstructed from taxiway C south to taxiway A4. Taxiway A from taxiway C north and connector taxiways A1, A2 and A3 are in need of joint replacement, some partial/full panel repairs and remarking which is expected to be completed via an FAA funded project starting in May 2022. Taxiway A lighting from B2 to A1 was replaced in the Fall 2020.
- **Taxiway C:** This taxiway is the full parallel taxiway to Runway 14/32. It was reconstructed from taxiway C2 to taxiway C1 in 2010. The taxiway was reconstructed from taxiway connector C2 to C4 in 2016.
- **Taxiway E:** This taxiway provides access from the south hangar area to runways 22 and 14/32. Taxiway E is in good condition with periodic remarking needed.
- **Taxiway F:** This taxiway provides access to runway 04 from the south hangar area. Taxiway F requires occasional crack sealing and remarking but is otherwise in good condition.

- Hangar Taxiways: The taxiways leading to our north hangar areas were reconstructed in 2005/06 and are in good condition. The K-row taxilane was constructed in 2005 and the N-row in 2018. Some work on the K-row taxilane storm drains and an expansion of Taxilane L will occur with the construction of the new 48'x48' hangars in 2022. Occasional crack sealing is needed on all hangar taxiways.
- Terminal/FBO apron: All areas were joint sealed and partial/full panel repairs were completed in 2015. The north end of the apron had some asphalt portions removed and replaced in concrete and a concrete section was also added to the south end of the apron in 2014/15.

Mowing Operations

- Landside areas adjacent to sidewalks and roads are maintained at 3-6" grass height.
- Landside areas beyond about 20' from roads and sidewalks are kept at 6-12".
- Areas adjacent to airfield pavement are maintained at 3-6" grass height.
- Airfield areas beyond 12' from pavement are kept at 6-18".
- Remote areas that are able to be mowed are maintained on an annual or bi-annual basis. Additional mowing areas will be created with the fence project in 2023.

Mowing Equipment

Mowing equipment is not eligible for federal funds. The airport owns the following mowing equipment.

1. 2020 Toro Groundsmaster 4110 mower with a 10'6" finish deck
2. 2014 Tool Cat 5600 with a 72" finish deck
3. 2020 NewHolland T6.155 Tractor with John Deere 20' wide pull behind deck (mower purchased in 2015)

Snow Removal Operations

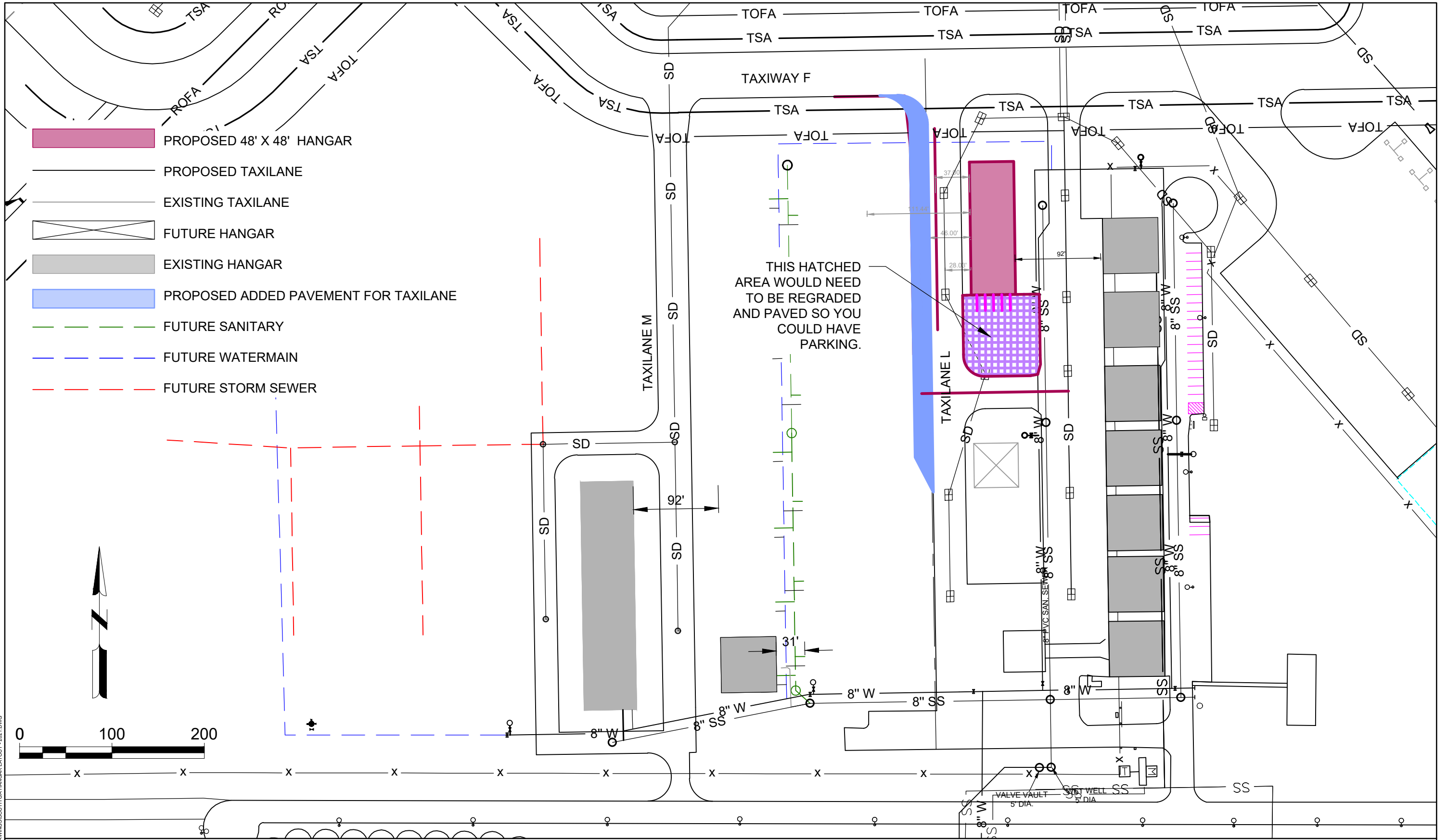
- The annual airplane operation count for this airport requires a clearance time for Runway 04/22 and Taxiway A in one hour.
- Halliday Technologies RT3 Flight continuous friction measuring equipment (CFME) is used to conduct friction testing during winter operations. This device was purchased in 2014 and is a very consistent tool for providing friction testing.
- Notices to Airmen (NOTAMs) are issued by the airport maintenance staff using a digital format. The device used for recording friction testing also allows the maintenance personnel to update NOTAMs right from the vehicle which allows for the most up to date reporting of conditions possible.
- Changing FAA requirements for reporting runway conditions has placed a greater focus on sweeping operations and use of chemicals to remove contaminants from the runway. The airport grounds maintenance budget has been adjusted in recent years to account for additional funds for chemicals and the airport recently purchased new equipment to facilitate greater sweeping capabilities.

- Airport maintenance personnel are responsible for determining airfield clearing priorities depending on conditions and time of day. The following priority list is used as a guide.
 - **Priority 1**
 - Runway 4/22
 - Parallel Taxiway Alpha and connectors A1 and A4
 - Mayo One Emergency Helicopter response pad
 - Air Carrier Ramp Area
 - FBO Ramp Area
 - ARFF station
 - ECFD Station 8 access road (per ECFD SOG)
 - Air Traffic Control Tower
 - Terminal Entrance Road and Parking Lot
 - **Priority 2**
 - Runway 14/32
 - Parallel Taxiway Charlie
 - Taxiway Bravo
 - K-row Access Road
 - Taxiways Echo and Foxtrot
 - **Priority 3**
 - NAVAID Access Roads
 - Perimeter Road past Station 8
 - North Hangar Area
 - South Hangar Area
 - Fuel Farm Area
 - South GA Ramp

Snow Removal Equipment

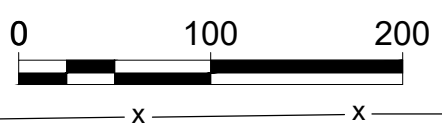
- Additional snow removal equipment purchases to replace aging equipment is planned for FAA funding in the next couple of years.
- One challenge with new equipment is ensuring the size of the equipment is able to fit into our existing maintenance facility. A new bay and expansion of the door on an existing bay was completed in 2021 to accommodate larger equipment.

| <u>Type</u> | <u>Year, Make</u> | <u>Model</u> | <u>Size</u> |
|--|--|---|---|
| Truck/ Plow | 1994 Ford Truck/ 1994 Frink Plow | L8000/ RAC 3351 | 14 ft. |
| Loader/ Sweeper/ Plow | 1996 Case/ 1994 Sweepster/ 1996 Schmidt Plow | 821B/ L3100BC16/ R4516H | 4 yard/ 16 ft./ 16 ft. |
| Truck/ Plow/ Spreader | 1999 Oshkosh Truck/ Blue Max Plow/ Swenson Tailgate Spreader | P Series/ BMP 1850HW/ SBD9 | 18 ft. |
| Plow | 2008 Pro-Tech | IS20L | 20 ft. |
| Plow | 2014 Schmidt | R4516 | 16 ft. |
| Sander | 2016 HiWay V Box | E-2020XT-12 | 6.3 yard |
| Blower/ Carrier Vehicle | 2016 Bobcat Blower/ 2016 Bobcat Tool Cat | SB200x60/ 5600 | 60 inch |
| Loader/ Blower/ Sweeper/ Plow | 2018 John Deere 2016 Sno Go 2018 Paladin/ 2020 Henke | 644K/ MP-318/ 21493PH2-BLNK/ REL16.SVL | 4 yard/ 2,500 ton/ 16 ft./ 16ft. |
| Tractor/ Plow/ Sweeper | 2020 New Holland 2020 Arctic 1996 Sweepster | T6.155/ LD-15.5/ | 15 ft. plow 9 ft. sweeper |
| MTE | 1999 Oshkosh Truck/ 1999 MB Sweeper/ 1997 Wausau Plow | H Series/ TTB-4600/ BMP 2250 | 20 ft./ 22 ft. |
| MTE | 2021 MB | MB5 | 24 ft. plow/ 22 ft. broom |

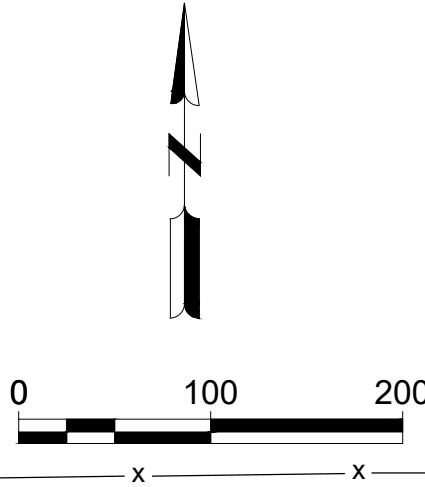
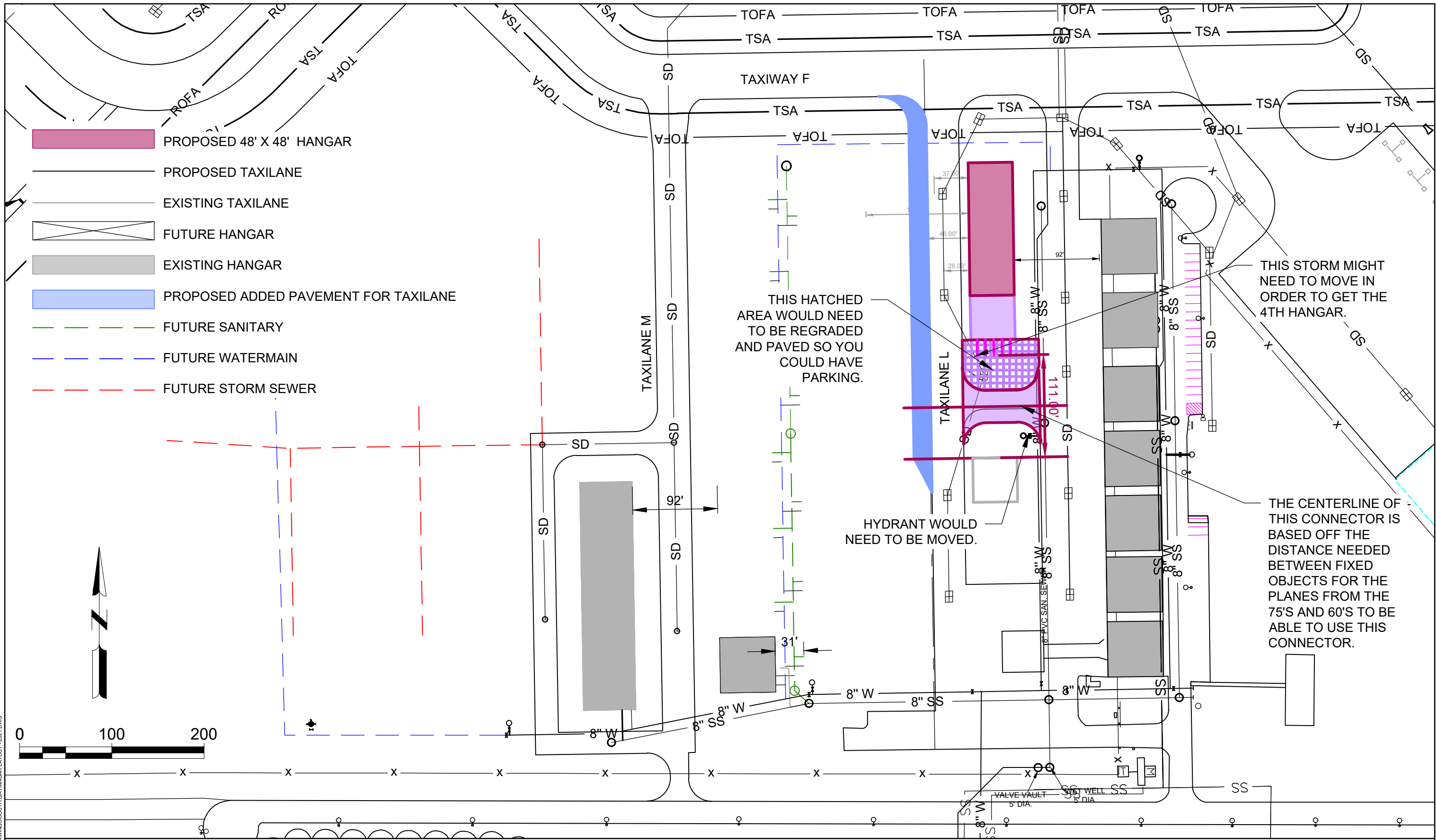


THIS HATCHED AREA WOULD NEED TO BE REGRADED AND PAVED SO YOU COULD HAVE PARKING.

- PROPOSED 48' X 48' HANGAR
- PROPOSED TAXILANE
- EXISTING TAXILANE
- FUTURE HANGAR
- EXISTING HANGAR
- PROPOSED ADDED PAVEMENT FOR TAXILANE
- FUTURE SANITARY
- FUTURE WATERMAIN
- FUTURE STORM SEWER



2/22/2022 2:46:23 PM X:\22098919\21015.01\TECHNICAL\DRAWINGS\SOUTH GA HANGAR LAYOUT - 2021.DWG



2/22/2022 2:46:53 PM X:\22098\1921015.01\TECHNICAL\DRAWINGS\SOUTH GA HANGAR LAYOUT - 2021.DWG



FEBRUARY 2022

FUTURE BUILD OUT - 48' x 192' HANGAR OPTION - 4-UNIT

