

AGENDA
Chippewa Valley Regional Airport Commission
Friday, April 21, 2023 7:30 a.m.
Airport Terminal Conference Room
3800 Starr Ave, Eau Claire, WI

Join WebEx Meeting:

<https://eauclairecounty.webex.com>

Meeting ID: 2599 801 9874 Password: nMKSpGTH497

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

Audio conference:

1-415-655-0001 Access Code: 25998019874##

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 17, 2023 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 Ownership and Operation Agreement
- Airport Quarterly Report
- Airport CY2022 Annual Report
- Airport Community Outreach

1. Discussion/Action

b. Airport Strategic Plan Update/Review

- Operational 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 – FY21
- Corporate Hangar Construction – FY21
- South Hangar Construction – FY22
- Terminal Parking Lot Addition – FY22

1. Discussion/Action

8. Previous Business:

a. Airport Recognition Program Quarterly Recipient

1. Discussion/Action

9. New Business:

a. Rally for Air Service Membership

1. Discussion/Action

b. 2023 Airport 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 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 17, 2023, 7:30 a.m.
Airport Terminal Conference Room
3800 Starr Ave, Eau Claire, WI

MEMBERS PRESENT: Commissioners Rick Bowe, Scott Francis, Bill Hilgedick, David Hirsch, Chuck Hull and Barry Wells were present.

MEMBERS ABSENT: Peter Hoeft

OTHERS PRESENT: Amy Michels-Mead & Hunt, Shawn Styer and Jeff Husby-Hawthorne Aviation, Heather DeLuka-Airport Neighborhood Association, Charity Zich-Airport Director, Todd Norrell-Maintenance Supervisor and Erin Switzer-Airport Administrative Specialist. Kevin Stelljes joined 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, Chuck Hull and Barry Wells were present. David Hirsch arrived at 7:36 a.m.
4. **Approval of Minutes:**
 - a. **January 20, 2023 Regular Commission Meeting:**

On a motion by Com. Wells, seconded by Com. Bowe, the minutes of the January 20, 2023, meeting were approved as submitted.
(Ayes 5-Nayes 0)
5. **CVRA Finance and Activity Reports:**
 - a. **Expense Vouchers, Credit Card Charges and Financial Report:**

On a motion by Com. Francis, seconded by Com. Wells, the expense vouchers for November were approved as submitted.
(Ayes 5-Nayes 0)
 - b. **Key Indicators:**
 - **Airline Operations**
Airline Enplanements are up over 2022.
 - **Car Rental Operations**
Cars rented are up over 2022.
 - **Tower Operations**
Tower Operations are down from 2022.
 - c. **Hangar Occupancy:** There are currently three t-hangar vacancies and approximately a dozen names on the box hangar waiting lists.

6. **Public Comment Period:** Heather DeLuka inquired about how many of the 7 commission members are from Eau Claire County (4) and how many are from Chippewa County (3).

7. **Operational Matters:**

a. **Airport Operations Report**

- **Commissioner Appointments:** Commissioner Bowe announced that he would not seek another reappointment to the Airport Commission, so Chippewa County is seeking residents of Chippewa County to serve on the Commission.
- **Airport Community Outreach:** The Commission reviewed the Airport Community Outreach opportunities and events.

b. **Airport Strategic Plan Update/Review:**

- **Operational Review:** The Operational Review for February covered staffing.

c. **Project Summary**

- **AIP 48 - Rwy 4/22 and Taxiway A Rehabilitation – FY22:** No update.
- **AIP 49 - ARFF Building Reconstruct– FY22:** In progress. Substantial completion expected for mid-March.
- **AIP 50 - Master Plan Update – FY22:** Public Open House took place on February 16th. Information on the open house is available on the airport website.
- **AIP 51 - Phase II Design and Construct Wildlife Fence and Wildlife Study Recommendations – FY22:** The tree clearing portion of the project is underway. The Commission previously approved the option to contribute to the 300 acres of trees being planted in Clark County and had further discussion about the two options to contribute to Eau Claire County.

On a motion by Com. Francis, seconded by Com. Hirsch, a proposal to allocate \$20,000 to the Eau Claire Country Land Stewardship account to be spent on wildlife habitat or tree planting failed.

(Ayes 3-Nayes 3)

On a motion by Com. Francis, seconded by Com. Hirsch, a proposal to allocate \$20,000 to the Eau Claire Country Land Stewardship account contingent on the funds being spent on wildlife habitat or tree replanting was approved as submitted.

(Ayes 5-Nayes 1)

- **Airport Parking Equipment Replacement – FY22:** Payment has been made for most of the project, however \$10,000 remains pending completion of custom reporting.
- **Corporate Hangar Construction – FY22:** In progress with the current scheduled showing a completion in early May.
- **South Hangar Construction – FY22:** The South Ramp hangar project bidding has been delayed pending FAA approval.

8. Previous Business: None

9. New Business:

a. Airport Passenger Facility Charge Contract

On a motion by Com. Bowe, seconded by Com. Wells, the Commission approved the Mead & Hunt Contract for Airport Passenger Facility Charge Application Assistance as submitted.

(Ayes 6-Nayes 0)

10. Discuss Future Agenda Items: None

11. Set Future Meeting Dates and Times: The next Regular Commission Meetings are planned for March 17th, April 21st and May 19th.

12. Adjournment:

On a motion by Com. Francis, seconded by Com. Hull, the meeting was adjourned at 8:59 am.

(Ayes 6-Nayes 0)

Respectfully Submitted,

Scott Francis, Secretary

February Vouchers for approval March 17, 2023

Access Security	Davey Gate Card Reader Addition	53510-246	\$1,016.37	
Bartingale Mechanical	Water Line Installation - Secured Area Coffee Maker	53510-248	\$2,580.98	2022
Bartingale Mechanical	Cross Connection for Terminal, ATCT & FBO	53510-248	\$602.50	2022
<i>Bartingale Mechanical</i>	<i>ATCT Boiler Repairs</i>	<i>53515-248</i>	<i>\$3,609.17</i>	
Cintas	Uniforms & Towels	53510-298	\$288.44	
CRM/Don's Sheet Metal	Stainless Steel Metal Panels/Corners for terminal walls	53510-248	\$450.00	
Eau Claire County Highway Dept.	Sand Delivery/Plow Parts/Vehicle Oil/Salt	53510-241/246	\$890.12	
Hudson Electric	Parking Lot Light Pole repairs	53510-246	\$739.00	2022
<i>Hudson Electric</i>	<i>ATCT Boiler Pump Overload Relay (part only)</i>	<i>53515-248</i>	<i>\$280.80</i>	<i>2022</i>
JM Janitorial	Janitorial Services, February	53510-200	\$981.00	
Parker Technology	Parking Intercom Calls, March	53510-200	\$280.80	
State of WI - Dept. of Transportation	AIP 52 - ARFF Building Project	53510-829	\$2,920.58	
WGI, Inc.	PARCS Consultant Fees, Final	53510-299	\$550.00	
WXOW/WQOW	Sun Country Banner Advertising - January-March	53510-327	\$500.00	
Xcel Energy	Terminal Gas/Electric - February	53510-222/224	\$18,411.76	
<i>Xcel Energy</i>	<i>ATCT Gas/Electric - February</i>	<i>53515-222/224</i>	<i>\$2,367.48</i>	
Zich, Charity	Travel/Meal Reimbursements, TDA/Washington D.C. Trip	53510-340	\$85.93	
		TOTAL	<u>\$36,554.93</u>	

ITALICIZED items = Tower Expenses

February Credit Card Charges

KARCHER NORTH AMERICA	Commercial Vacuum	53510-248	\$619.45	
KARCHER NORTH AMERICA	Commercial Vacuum - Credit - Arrived Damaged	53510-248	-\$619.45	
VOLAIRE AVIATION INC.	Air Service, January	53510-327	\$1,500.00	
VOLAIRE AVIATION INC.	Air Service, February	53510-327	\$1,500.00	
PETERSEN RESOURCES LLC	Storm Drain Plug - sales tax refund	53510-246	-\$60.19	
PETERSEN RESOURCES LLC	Storm Drain Plug	53510-246	\$1,154.50	
AAAE	Tower Association Fees	53510-324	\$1,500.00	2022
TRANSPORTATION SECURITY	Badging Supplies	53510-310-650	\$300.00	
KARCHER NORTH AMERICA	Commercial Vacuum	53510-248	\$619.45	
AMAZON	Badging Supplies	53510-310-650	\$100.00	
WASTE MGMT WM EZPAY	Annual Refuse Collection	53510-297	\$1,437.98	
AMAZON	Badging Supplies	53510-310-650	\$504.00	
AMERICAN AIRLINES	WAMA/TDA Airfare	53510-340	\$365.80	
MIDWEST FAMILY BROADCASTING	Radio Advertising 12/22	53510-327	\$1,200.00	2022
MIDWEST FAMILY BROADCASTING	Radio Advertising 1/23	53510-327	\$2,880.00	
AMAZON	Building	53510-248	\$64.99	
STAPLES	Janitorial - Credit	53510-248	-\$236.50	
STAPLES	Janitorial	53510-248	\$37.37	
AMAZON	Building	53510-248	\$57.99	
STAPLES	Office Supplies	53510-310	\$19.49	
STAPLES	Janitorial	53510-248	\$115.64	
STAPLES	Office Supplies	53510-310	\$19.41	
STAPLES	Janitorial - Credit	53510-248	-\$147.96	
STAPLES	Office Supplies - Credit	53510-310	-\$38.90	
AMAZON	Office Supplies	53510-310	\$8.92	
AMAZON	Office Supplies	53510-310	\$15.99	
HANGAR 54 GRILL	Employee Recognition	53510-327	\$25.00	
GOLD CROSS ANSWERING SVC	Answering Service - Credit	53510-225	-\$102.85	
GOLD CROSS ANSWERING SVC	Answering Service	53510-225	\$102.85	
GOLD CROSS ANSWERING SVC	Answering Service	53510-225	\$130.00	
AMAZON	Janitorial	53510-248	\$47.49	
AMAZON	ATCT Building	53515-248	\$28.98	
EBAY	ATCT Building	53515-248	\$62.38	
STAPLES	Office Equipment	53510-813	\$138.00	
WINDCAVE INC.	Windcave cacvac	53510-200	\$95.00	
NUSS TRUCK & EQUIPMENT	Vehicle	53510-241	\$118.24	
NUSS TRUCK & EQUIPMENT	Grounds	53510-246	\$12.28	
FARM & FLEET CHIPPEWA FALLS	Building	53510-248	\$7.29	
STAPLES	Janitorial	53510-248	\$423.60	
DALCO ENTERPRISES	Janitorial	53510-248	\$429.47	
NUSS TRUCK & EQUIPMENT	Vehicle	53510-241	\$28.93	
FLEET PRIDE	Vehicle	53510-241	\$167.98	
STAPLES	Janitorial	53510-248	\$608.30	
L AND S ELECTRIC INC	Air Handler Motor	53510-248	\$982.00	
FARM & FLEET CHIPPEWA FALLS	Building	53510-248	\$18.98	
FARM & FLEET CHIPPEWA FALLS	Vehicle	53510-241	\$17.98	
AMUNDSONS HOME APPLIANCE	ARFF Building Refrigerator	53510-248	\$749.00	
GOODIN COMPANY	De-Ice Tank Supplies	53510-246	\$937.29	
MENARDS EAU CLAIRE WEST	Building	53510-248	\$26.96	
MENARDS EAU CLAIRE WEST	De-Ice Tank Supplies	53510-246	\$22.56	
O'REILLY AUTO PARTS 1774	Vehicle	53510-241	\$89.99	
FARM & FLEET CHIPPEWA FALLS	Grounds	53510-246	\$22.57	
GOODIN COMPANY	Grounds	53510-246	\$29.43	
WAUSAU EQUIPMENT COMPANY	Grounds	53510-246	\$230.04	
MENARDS EAU CLAIRE WEST	Building	53510-248	\$83.88	
MENARDS EAU CLAIRE WEST	De-Ice Tank Supplies	53510-246	\$26.14	
E-RIGGING.COM	Building	53510-248	\$117.24	
NUSS TRUCK & EQUIPMENT	Vehicle	53510-241	\$23.75	
GOODIN COMPANY	De-Ice Tank Supplies	53510-246	\$5.41	
GOODIN COMPANY	De-Ice Tank Supplies	53510-246	\$127.04	
		TOTAL	<u>\$18,751.18</u>	

March Vouchers for approval April 21, 2023

Cintas	Uniforms & Towels	53510-298	\$273.49
City of Eau Claire	Airport Water/Sewer Charges - Q1	53510-221	\$13,513.40
<i>City of Eau Claire</i>	<i>ATCT Water/Sewer Charges - Q1</i>	53515-221	\$261.68
Eau Claire Business Interiors	ARFF Building Conference Table	53510-813	\$1,345.00
Eau Claire County Facilities Dept.	Parking Lot Salting/Sanding 1/6/23	53510-246	\$167.66
Eau Claire County Highway Dept.	Vehicle Oil, Salt, Parking Posts	53510-241/246	\$897.46
Hudson Electric	LED Lighting Upgrade at FBO (reimbursed 1/2)	53510-820	\$8,399.00
JM Janitorial	Janitorial Services, March	53510-200	\$963.00
Lakeland Overhead Door	Replacement Door Panel, Airline Garage	53510-248	\$825.00
Lakeland Overhead Door	(3) Replacement Operators, Maint. Shop	53510-820	\$4,702.50
Mead & Hunt	Terminal Exterior Tile Design	53510-820	\$4,509.80
NASI	(2) Totes of Runway Deicer (550 gal)	53510-246	\$4,840.00
Overhead Door Company	Replacement Operator/Light Curtain, Airline Garage	53510-248	\$2,000.00
Parker Technology	Parking Intercom Calls, April	53510-200	\$167.84
State of WI - Dept. of Transportation	AIP 51 - Master Plan Update	53510-829	\$1,565.46
State of WI - Dept. of Transportation	SAP 66 - SRE Building	53510-829	\$8,251.09
WXOW/WQOW	Sun Country Banner Advertising - March	53510-327	\$500.00
Xcel Energy	Terminal Gas/Electric - March	53510-222/224	\$14,497.83
<i>Xcel Energy</i>	<i>ATCT Gas/Electric - March</i>	53515-222/224	\$1,948.69
<i>ITALICIZED items = Tower Expenses</i>		TOTAL	<u>\$69,628.90</u>

March Credit Card Charges

ROCKBOT	Media Player	53510-327	\$347.56
BDP	Sun Country Ad	53510-327	\$650.00
HOLIDAY INN CAPITOL	TDA Conference, Hotel	53510-340	\$289.39
TRANSPORTATION DEV ASSOC	TDA Conference, Registration	53510-340	\$150.00
FOX VALLEY TECH SERVICE FEE	Training	53510-340	\$12.83
FOX VALLEY TECH PAYPATH	ARFF Training	53510-340	\$450.00
VOLAIRE AVIATION INC.	Air Service, March	53510-328	\$1,500.00
DOT EPAY SERVICE FEE	Vehicle	53510-241	\$3.29
MSP AIRPORT PARKING	TDA Conference, Parking	53510-340	\$69.00
DOT EPAY PLATE FEE	Vehicle	53510-241	\$164.50
HOLIDAY INN CAPITOL	TDA Conference, Hotel	53510-340	\$310.14
MIDWEST FAM BROADCASTING	Februry Advertising	53510-327	\$1,200.00
STAPLES	(8) ARFF Building Chairs	53510-813	\$1,104.00
VOLAIRE AVIATION INC.	Q1 Marketing	53510-327	\$300.00
ROCKBOT	Sales Tax Refund	53510-327	-\$16.56
STAPLES	Janitorial	53510-248	\$32.32
AMAZON	Office Equipment	53510-813	\$109.99
AMAZON	Office Supply	53510-310	\$9.98
AMAZON	Office Equipment	53510-813	\$135.99
AMAZON	Grounds	53510-246	\$8.99
HANGAR 54 GRILL	Marketing	53510-327	\$25.00
GOLD CROSS ANSWERING SVC	Answering Service	53510-225	\$120.00
WINDCAVE INC.	Merchant Fees	53510-200	\$95.00
AMAZON	Building	53510-248	\$149.99
AMAZON	Marketing	53510-327	\$33.98
AMAZON	Building	53510-248	\$149.99
NASSCO INC.	Building	53510-248	\$225.39
ALLSTATE - WD LARSON COMP	DEF Fluid	53510-241	\$303.20
ADVANCE AUTO PARTS #6616	ATCT Building	53515-248	\$38.84
LF GEORGE - EAU CLAIRE	Grounds	53510-246	\$44.42
FARRELL EQUIPMENT&SUPPLY	Grounds	53510-246	\$83.98
FARM & FLT CHIPPEWA FLS	Vehicle	53510-241	\$10.99
STANDARD SIGNS INC	Airfield Bulbs	53510-246	\$301.38
MID STATE CHIPPEWA FALLS	Grounds	53510-246	\$35.11
NORTHWEST TRUCK SERVICE	MTE 3 Air Brake repairs	53510-241	\$253.92
O'REILLY AUTO PARTS 1774	Grounds	53510-246	\$10.48
TRU LOCK & SECURITY INC	Grounds	53510-246	\$34.80
O'REILLY AUTO PARTS 1774	Grounds	53510-246	\$39.98
MENARDS EAU CLAIRE WEST	Building	53510-248	\$189.99
GENERAL COMMUNICATIONS	Vehicle	53510-241	\$85.00
GOODIN COMPANY	Grounds	53510-246	-\$10.65
CED DS ELECTRIC	Grounds	53510-246	\$12.48
GOODIN COMPANY	Grounds	53510-246	\$4.66
MCCOY CF - CHIPPEWA FALLS	Vehicle	53510-241	\$51.63
HARBOR FREIGHT TOOLS 253	Building	53510-248	\$31.99
		TOTAL	<u>\$9,152.97</u>

Chippewa Valley Regional Airport

2023 BUDGET COMPARISON Estimated March 31, 2023

#	Item	12 Month Budget 2023	Budget YTD Allocated	Actual as of 3/31/23 (25%)	Variance YTD	Balance Remaining For Year
Income			25.00%			
41110	Contrib From Eau Claire Cty	\$407,050	\$101,763	\$101,763	\$0.50	\$305,287.00
43790	Contrib From Chippewa Cty	<u>\$132,890</u>	<u>\$33,223</u>	<u>\$66,445</u>	\$33,222.50	\$66,445.00
Sub-Total	Tax Revenue	\$539,940	\$134,985.00	\$168,208.00	\$33,223.00	\$371,732.00
46341	Air Terminal	\$166,319	\$41,580	\$38,608	(\$2,972.00)	\$127,711.29
46342	FBO	\$178,556	\$44,639	\$30,639	(\$14,000.00)	\$147,917.00
46343	Airfield	\$124,945	\$31,236	\$32,873	\$1,636.55	\$92,072.41
46344	Hangars	\$328,380	\$82,095	\$80,257	(\$1,838.01)	\$248,123.12
46345	Parking	\$149,000	\$37,250	\$51,666	\$14,415.97	\$97,334.03
46346	Rental Cars	\$80,000	\$20,000	\$45,524	\$25,523.52	\$34,476.48
46347	Badging Revenue	\$0	\$0	\$925	\$925.00	(\$925.00)
46349	Ground Handling	\$0	\$0	\$0	\$0.00	\$0.00
48902	Vehicle Fuel Reimbursement	\$18,000	\$4,500	\$8,000	\$3,499.52	\$10,000.48
48903	Equipment Rental	\$1,200	\$300	\$300	\$0.00	\$900.00
Sub-Total	Operating Revenue	\$1,046,400	\$261,600	\$288,791	\$27,190.56	\$757,610
Sub-Total	Taxes and Operating Rev.	\$1,586,340.49	\$396,585.12	\$456,998.68	\$60,413.56	\$1,129,341.81
48691	Other Revenue	\$5,000	\$1,250	\$212	(\$1,038.43)	\$4,788.43
48900	Insurance Refunds	\$0	\$0	\$0	\$0.00	\$0.00
48901	PFC	\$65,850	\$16,463	\$25,989	\$9,526.30	\$39,861.20
43690-91	Airport Grants	\$350,000	\$87,500	\$0	(\$87,500.00)	\$350,000.00
49210	Transfer Fr. Gen'l Fund	\$0	\$0	\$0	\$0.00	\$0.00
49300	Airport Fund Balance Applied	<u>\$223,481</u>	<u>\$55,870</u>	<u>\$0</u>	(\$55,870.25)	\$223,481.00
Sub-Total	Other Revenue	\$644,331	\$161,082.75	\$26,200.37	(\$134,882.38)	\$618,130.63
TOTAL INCOME		\$2,230,671	\$557,667.87	\$483,199.05	(\$74,468.82)	\$1,747,472.44
Expenses						
53510-111	Salary Perm-Regular	\$411,642	\$102,911	\$99,616.94	(\$3,293.56)	\$312,025.06
-112	Salary Perm-OT	\$18,800	\$4,700	\$8,137.37	\$3,437.37	\$10,662.63
-114	Salary-On Call Pay	\$5,200	\$1,300	\$1,200.00	(\$100.00)	\$4,000.00
-121	Salary Temp Regular	\$11,352	\$2,838	\$3,047.55	\$209.55	\$8,304.45
-130	Employee Benefits	\$4,200	\$1,050	\$1,050.00	\$0.00	\$3,150.00
-136	PTO-ELB-Lump Sum Payout	\$0	\$0	\$0.00	\$0.00	\$0.00
-141	Board & Comm Per Diem	\$5,000	\$1,250	\$660.00	(\$590.00)	\$4,340.00
-142	Cnty Brd & Comm Mile	\$1,200	\$300	\$148.15	(\$151.85)	\$1,051.85
-150	Health Ins Incentive	\$0	\$0	\$0.00	\$0.00	\$0.00
-151	Social Security	\$34,194	\$8,549	\$8,003.47	(\$545.03)	\$26,190.53
-152	Retirement Emplr Share	\$25,871	\$6,468	\$7,304.74	\$836.99	\$18,566.26
-153	HSA Contribution	\$4,500	\$1,125	\$1,312.50	\$187.50	\$3,187.50
-154	Hos & Health Ins	\$75,312	\$18,828	\$21,897.75	\$3,069.75	\$53,414.25
-155	Life Insurance	\$84	\$21	\$22.26	\$1.26	\$61.74
-158	Unemployment Comp	\$0	\$0	\$0.00	\$0.00	\$0.00
-164	Dental Insurance	\$0	\$0	\$225.96	\$225.96	(\$225.96)
-200	Contract Svcs	\$31,820	\$7,955	\$6,728.24	(\$1,226.76)	\$25,091.76
-212	Attorney Fees	\$6,000	\$1,500	\$0.00	(\$1,500.00)	\$6,000.00
-213	Accounting & Audit	\$6,000	\$1,500	\$0.00	(\$1,500.00)	\$6,000.00
-221	Water & Sewer	\$59,822	\$14,956	\$13,513.40	(\$1,442.20)	\$46,309.00
-222	Electric	\$109,180	\$27,295	\$30,393.71	\$3,098.71	\$78,786.29
-224	Gas & Fuel Oil	\$55,620	\$13,905	\$21,281.56	\$7,376.56	\$34,338.44
-225	Telephone	\$4,000	\$1,000	\$260.00	(\$740.00)	\$3,740.00
-226	Cellular Phone	\$2,500	\$625	\$135.00	(\$490.00)	\$2,365.00
-227	Dataline/Internet	\$500	\$125	\$0.00	(\$125.00)	\$500.00
-241	Motor Vehicle Maint	\$15,000	\$3,750	\$1,128.82	(\$2,621.18)	\$13,871.18
-246	Grounds Maint	\$110,000	\$27,500	\$19,590.48	(\$7,909.52)	\$90,409.52
-248	Building Maint	\$32,000	\$8,000	\$11,119.92	\$3,119.92	\$20,880.08
-249	Service on Machines	\$0	\$0	\$0.00	\$0.00	\$0.00
-297	Refuse Collection	\$1,800	\$450	\$1,437.98	\$987.98	\$362.02
-298	Laundry Services	\$4,040	\$1,010	\$912.22	(\$97.78)	\$3,127.78

#	Item	12 Month Budget 2023	Budget YTD Allocated	Actual as of 3/31/23 (25%)	Variance YTD	Balance Remaining For Year
-299	Sundry Contract Services	\$222,000	\$55,500	\$7,900.64	\$0.00	\$0.00
-310	Office Supplies	\$500	\$125	\$63.81	(\$61.19)	\$436.19
-311	Postage and Box Rent	\$800	\$200	\$0.00	(\$200.00)	\$800.00
-313	Printing & Dup	\$800	\$200	\$0.00	(\$200.00)	\$800.00
-320	Ref Materials	\$250	\$63	\$0.00	(\$62.50)	\$250.00
-321	Publish Legal Notices	\$150	\$38	\$0.00	(\$37.50)	\$150.00
-324	Membership Dues	\$4,000	\$1,000	\$1,200.00	\$200.00	\$2,800.00
-327	Marketing	\$60,000	\$15,000	\$7,767.71	(\$7,232.29)	\$52,232.29
-328	Airline Recruitment	\$15,000	\$3,750	\$0.00	(\$3,750.00)	\$15,000.00
-340	Travel-Train, Conf & Misc.	\$15,000	\$3,750	\$1,730.73	(\$2,019.27)	\$13,269.27
-366	Fire fight supplies	\$4,500	\$1,125	\$0.00	(\$1,125.00)	\$4,500.00
-377	Vehicle Fuel	\$50,000	\$12,500	\$27,069.00	\$14,569.00	\$22,931.00
-510	Insurance	\$78,369	\$19,592	\$18,965.21	(\$627.04)	\$59,403.79
-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	\$625	\$1,800.00	\$1,175.00	\$700.00
-310-650	Badging	\$0	\$0	\$904.00	\$904.00	(\$904.00)
-933	Bank Service Charges	\$7,200	\$1,800	\$1,324.71	(\$475.29)	\$5,875.29
Sub-Total Operating Expense		\$1,496,706.40	\$374,176.60	\$327,853.83	(\$46,322.77)	\$1,168,852.57
53515-221	ATCT Water-Sewer-Strmwtr	\$1,096	\$274	\$261.68	(\$12.30)	\$834.24
-222	ATCT Electricity	\$19,570	\$4,893	\$4,696.55	(\$195.95)	\$14,873.45
-224	ATCT Gas & Fuel Oil	\$4,244	\$1,061	\$1,889.05	\$828.15	\$2,354.55
-225	ATCT Telephone	\$1,000	\$250	\$0.00	(\$250.00)	\$1,000.00
-248	ATCT Building Maintenance	\$15,000	\$3,750	\$3,877.56	\$127.56	\$11,122.44
Sub-Total Tower Expense		\$40,910	\$10,227.38	\$10,724.84	\$497.46	\$30,184.68
53610-810	Capital Equipment	\$0	\$0	\$0.00	\$0.00	\$0.00
-820	Capital Improvement	\$545,000	\$136,250	\$27,732.61	(\$108,517.39)	\$517,267.39
-829	Other Capital Improvement	\$148,056	\$37,014	\$23,228.74	(\$13,785.26)	\$124,827.26
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		\$693,056	\$173,264.00	\$50,961.35	(\$122,302.65)	\$642,094.65
TOTAL EXPENSE		\$2,230,672	\$557,668	\$389,540	(\$168,127.96)	\$1,841,131.90
NET OPERATING INCOME		\$0	(\$0)	\$93,659.03		(\$93,659.46)

Chippewa Valley Regional Airport
Traffic Statistics
 February 2023

<i>AIRLINE PASSENGERS</i>	Month		% Diff.	Year to date		% Diff.
	2023	2022		2023	2022	
EAU-ORD	0	1775		0	3527	
EAU-MSP	705	0		2970	0	
EAU-RSW	<u>1235</u>	<u>0</u>		3974	0	
CHARTERS Enplaned				<u>175</u>	<u>233</u>	
Total Enplaned	1940	1775	9%	7119	3760	89%
ORD-EAU	0	1735		0	3352	
MSP-EAU	788	0		2362	0	
RSW-EAU	<u>1059</u>	<u>0</u>		3819	0	
CHARTERS Deplaned				<u>175</u>	<u>233</u>	
Total Deplaned	1847	1735	6%	6356	3585	77%
Total Enplaned/Deplaned	3787	3510	8%	13475	7345	83%

<i>AIRLINE PERFORMANCE</i>	2023	2022		2023	2022	
Scheduled Flights/Landings	24	56	-57%	52	117	-56%
Canceled Flights						
Xnld for Wx	1	4		1	6	
Xnld for Mx	0	0		0	0	
<u>Xnld Other</u>	<u>0</u>	<u>0</u>		<u>0</u>	<u>2</u>	
Total	1	4	-75%	1	8	-88%
Total Landings	23	52	-56%	51	109	-53%

Chippewa Valley Regional Airport
Traffic Statistics
 March 2023

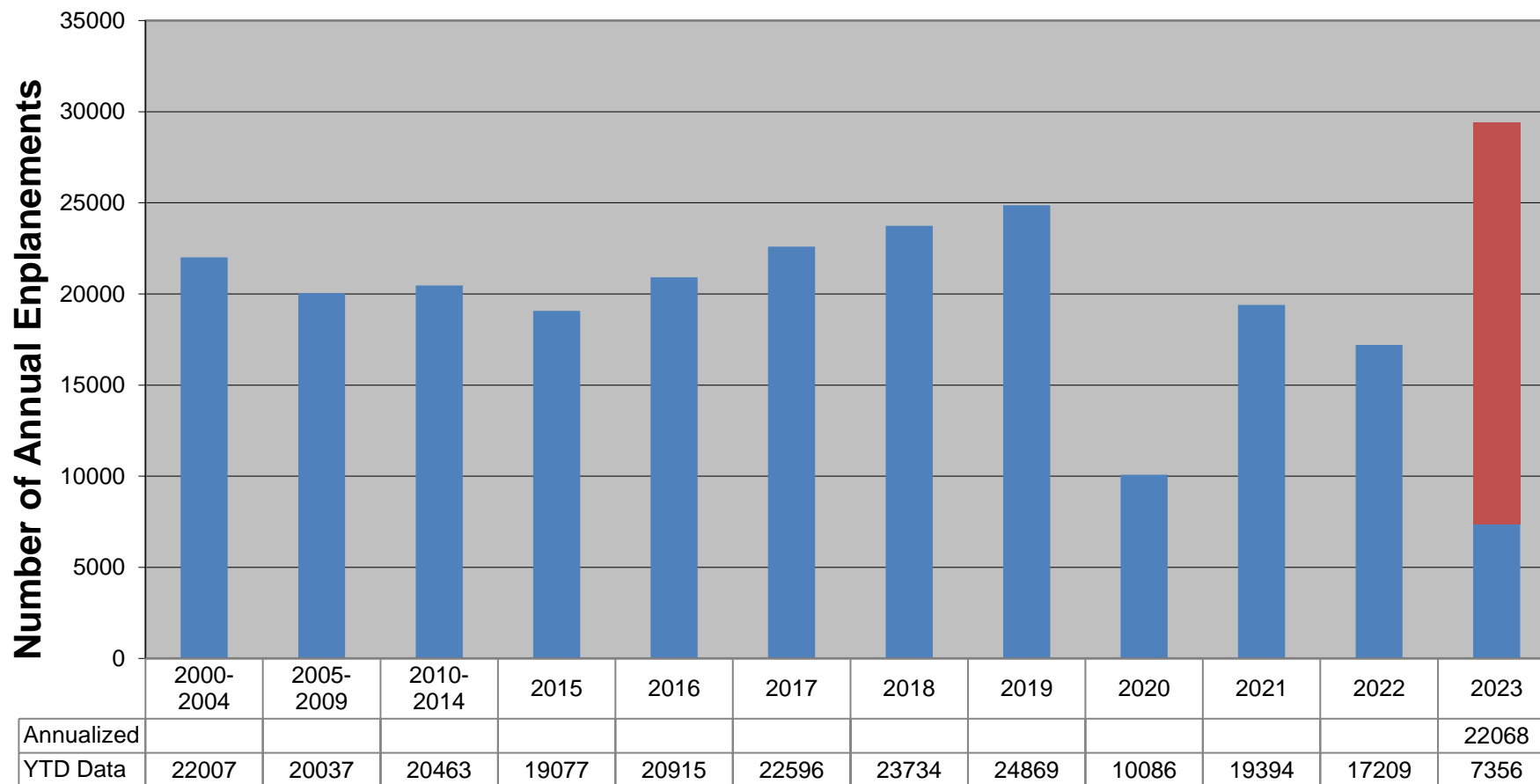
<i>AIRLINE PASSENGERS</i>	Month		% Diff.	Year to date		% Diff.
	2023	2022		2023	2022	
EAU-ORD	0	1921		0	5448	
EAU-MSP	845	0		2970	0	
EAU-RSW	<u>1359</u>	<u>0</u>		3974	0	
CHARTERS Enplaned				<u>412</u>	<u>414</u>	
Total Enplaned	2204	1921	15%	7356	5862	25%
ORD-EAU	0	2035		0	5387	
MSP-EAU	844	0		2362	0	
RSW-EAU	<u>1324</u>	<u>0</u>		3819	0	
CHARTERS Deplaned				<u>412</u>	<u>414</u>	
Total Deplaned	2168	2035	7%	6593	5801	14%
Total Enplaned/Deplaned	4372	3956	11%	13949	11663	20%

<i>AIRLINE PERFORMANCE</i>	2023	2022		2023	2022	
Scheduled Flights/Landings	27	53	-49%	79	170	-54%
Canceled Flights						
Xnld for Wx	0	0		1	6	
Xnld for Mx	0	0		0	0	
<u>Xnld Other</u>	<u>0</u>	<u>0</u>		<u>0</u>	<u>2</u>	
Total	0	0	#DIV/0!	1	8	-88%
Total Landings	27	53	-49%	78	162	-52%
Total Inbound Seats	5022	2650	90%	14508	8100	

LANDLINE PASSENGERS

<u>Leg O&D</u>	<u>Month</u>	<u>Total</u>
EAU-MSP	March	233
MSP-EAU	March	<u>249</u>
TOTAL		482

Chippewa Valley Regional Airport Scheduled Air Carrier and Charter Enplanements



Years

Number of Cars Rented

	<u>2023</u>	<u>2022</u>	23/22 % Diff.
January	379	366	4%
February	348	239	46%
March	486	455	7%
April			
May			
June			
July			
August			
September			
October			
November			
December			
YTD	1213	1060	14%

Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 February 2023

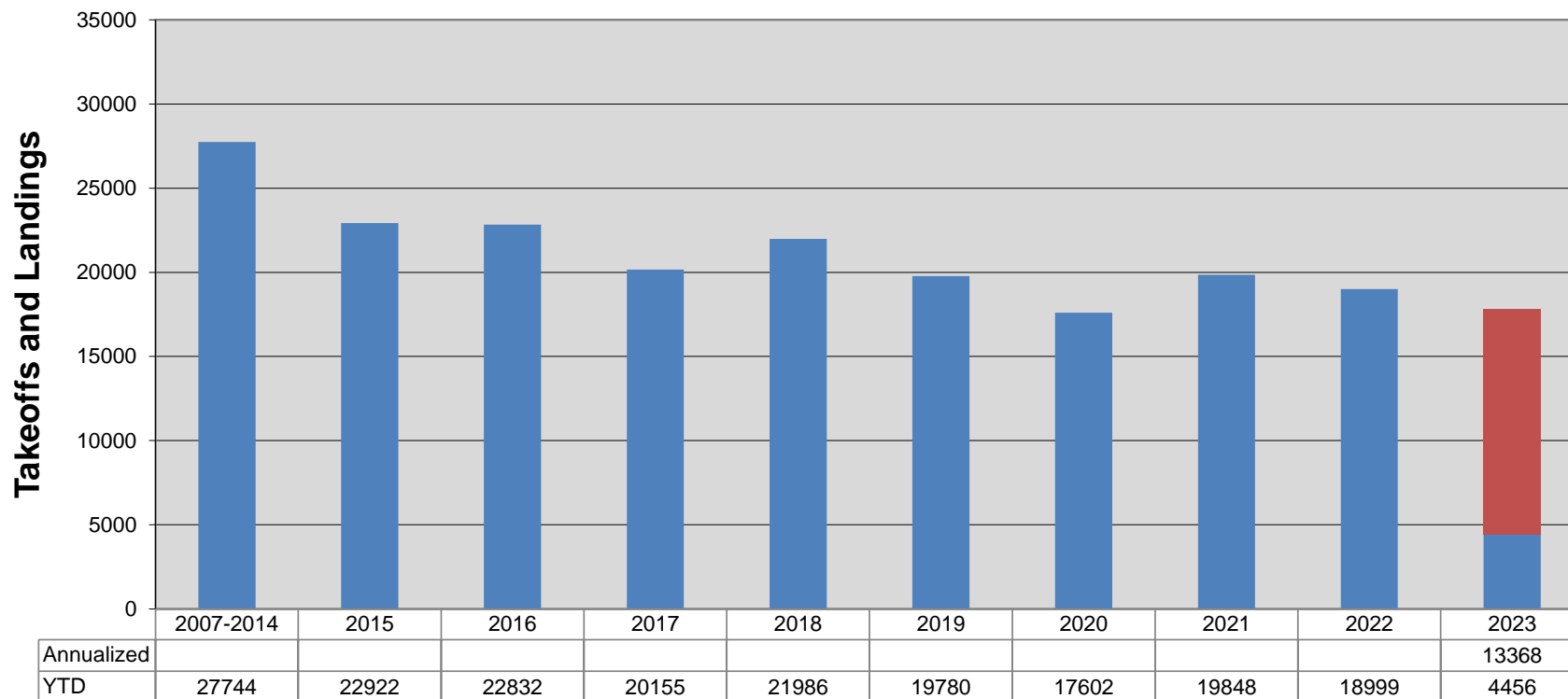
		Month		% Diff.	Year to date		% Diff.
		2023	2022		2023	2022	
Itinerant	Air Carrier	36	8	350%	89	10	790%
	Commuter/ Air Taxi	102	171	-40%	161	376	-57%
	GA	1113	722	54%	1689	1470	15%
Local	Military	51	43	19%	68	72	-6%
	GA	546	196	179%	706	506	40%
	Military	<u>14</u>	<u>2</u>	600%	<u>20</u>	<u>2</u>	900%
TOTAL		1862	1142	63%	2733	2436	12%

Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 March 2023

		Month		% Diff.	Year to date		% Diff.
		2023	2022		2023	2022	
Itinerant	Air Carrier	50	4	1150%	139	14	893%
	Commuter/ Air Taxi	123	145	-15%	284	521	-45%
	GA	1033	928	11%	2722	2398	14%
	Military	27	17	59%	95	89	7%
Local	GA	484	242	100%	1190	748	59%
	Military	<u>6</u>	<u>4</u>	50%	<u>26</u>	<u>6</u>	333%
TOTAL		1723	1340	29%	4456	3776	18%

Chippewa Valley Regional Airport Annual Air Traffic Control Tower Operations



Years

QUARTER 4 2022

Airport

SELECTED PERFORMANCE MEASURES	
Number of Revenue Passenger Enplanements/Deplanements	34,594
Aircraft Operations During Tower Hours	18,999
SUMMARY OF CURRENT ACTIVITIES	
<ul style="list-style-type: none"> ▪ Airport Master Plan Update ▪ Airport fence replacement project ▪ Completing punch list for parking system replacement ▪ Planning work for multiple State and Federal funded projects ▪ Design for 2023 hangar construction ▪ Coordination for ongoing construction projects ▪ Airport Security Plan updates ▪ Ongoing airport badging program ▪ New air service marketing ▪ Contract for new Airport PFC application ▪ Airport Operating Agreement Renewal ▪ Replacement Airport fire truck specifications ▪ Airport terminal exterior tile replacement 	
ISSUES ON THE HORIZON AND SIGNIFICANT TRENDS	
<ul style="list-style-type: none"> ▪ Continued impacts to air service resulting from shortage of aviation workers ▪ Challenges with capital improvement projects due to high construction costs and material delays ▪ Concerns about the impact of fuel price and interest rates on general aviation activity 	
CURRENT COLLABORATIONS (INTERNAL AND EXTERNAL)	
<ul style="list-style-type: none"> ▪ Highway assistance with parking lot expansion ▪ Coordinate using Facilities program for tracking repairs and preventative maintenance ▪ Partnership with Parks and Forest on tree replanting ▪ State and Federal legislation responses with Wisconsin Airport Management Association 	
GOALS FOR NEXT QUARTER	
<ul style="list-style-type: none"> ▪ Complete parking expansion ▪ Finalize bidding for 2023 hangar construction ▪ Finalize lease negotiations for new hangar construction ▪ Air service promotion ▪ Complete ARFF building project ▪ Receive bids on replacement Airport fire truck ▪ Complete contract for new PFC application 	

Eau Claire County - Airport

Quarterly Department Report - Summary

For Period Ending: Q4, 2022

Page: 1/1

Date Ran: 3/20/23

70 - Airport

Fund	Revenue:	Orig Budget 2022	Adj Budget 2022	Q1 2022	Q2 2022	Q3 2022	Q4 2022	YTD 2022	% of Budget
602	01-Tax Levy	403,020	403,020	100,755	100,755	100,755	100,755	403,020	100.00%
	04-Intergovernment Grants and Aid	131,574	131,574	65,787	0	65,787	0	131,574	100.00%
	06-Public Charges for Services	952,455	952,455	268,047	272,612	244,865	296,451	1,081,975	113.60%
	09-Other Revenue	86,270	86,270	14,800	32,749	35,627	52,001	135,178	156.69%
	11-Fund Balance Applied	2,372,230	2,720,275	0	0	0	0	0	0.00%

Total Revenue - Airport	\$3,945,549	\$4,293,594	\$449,389	\$406,117	\$447,034	\$449,208	\$1,751,748	40.80%
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Fund	Expenditures:	Orig Budget 2022	Adj Budget 2022	Q1 2022	Q2 2022	Q3 2022	Q4 2022	YTD 2022	% of Budget
602	01-Regular Wages	-428,130	-428,130	-76,288	-96,382	-108,799	-130,128	-411,597	96.14%
	02-OT Wages	-14,814	-14,814	-3,528	-3,280	-2,147	-8,276	-17,231	116.32%
	03-Payroll Benefits	-186,260	-186,260	-27,726	-33,377	-33,894	-37,559	-132,556	71.17%
	04-Contracted Services	-515,449	-517,534	-90,528	-103,135	-174,609	-210,317	-578,590	111.80%
	05-Supplies & Expenses	-136,300	-136,300	-36,507	-16,930	-28,703	-61,455	-143,595	105.35%
	07-Fixed Charges	-74,116	-74,116	-18,043	-13,209	-30,183	-13,209	-74,644	100.71%
	09-Equipment	-2,590,480	-2,936,440	-62,217	-54,426	-69,623	-229,821	-416,087	14.17%

Total Expense - Airport	-\$3,945,549	-\$4,293,594	-\$314,838	-\$320,739	-\$447,958	-\$690,766	-\$1,774,300	41.32%
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Net Surplus/(-Deficit) - Airport	\$0	\$0	\$134,551	\$85,378	-\$924	-\$241,558	-\$22,552
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Chippewa Valley
REGIONAL AIRPORT
CY2022 ANNUAL REPORT

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 community we serve, by ensuring the Chippewa Valley is connected to the world.

2022 Accomplishments

Commercial Airline Service

Scheduled daily airline operations at the Chippewa Valley Regional Airport (CVRA) have been provided by United Express with service to Chicago O’Hare since 2010. In March 2022, the United Express carrier serving CVRA, SkyWest Airlines, announced termination of service to CVRA and 28 other airports as the result of a nationwide shortage of pilots. After a US DOT led RFP process, Sun Country Airlines was selected to serve CVRA for a two-year contract period starting on December 1, 2022. Sun Country Airlines was selected as the best opportunity to serve the largest amount of travelers over the next two year term. Despite only being required by the DOT contract to provide two flights per week total, Sun Country is currently providing four flights per week to the Minneapolis-St. Paul International Airport with connections to flights in the Sun Country network and two flights per week to a rotating seasonal destination. The current rotating seasonal destination schedule includes nonstop flights to Fort Myers, FL in the Winter, nonstop flights to Orlando, FL in the Spring/Summer and nonstop flights to Las Vegas, NV in the Fall.

The larger Boeing 737-800 aircraft used by Sun Country has not previously served this airport on a scheduled basis and the new larger aircraft brought significant operational changes. The most significant challenge was a federally mandated change to the airport security program. The new security program was a major change from the prior program and while all the details cannot be shared due to federal regulations, it required a massive amount of staff time to ensure that we had the new program developed and implemented prior to the start of the Sun Country service. Without our entire team working together, we could not have met the deadline.

After a strong year over year increase in passengers at the start of 2022, reduction in frequency of flights leading up to the departure of SkyWest Airlines from the market led to a decrease in airline passengers in 2022 over 2021. However, even with a more than 30% reduction in the number of scheduled airline flights in 2022 versus 2021, CVRA ended 2022 with only 12% less passengers than 2021. Total revenue airline passengers in 2022 were 34,594 compared to 39,167 in 2021.

General Aviation

Demand for general aviation facilities continues to be strong at CVRA. Airport hangars were at 100% occupancy for the first half of 2022 and 95% occupancy for the second half of the year with 60 of 63 hangars rented. Additional demand continues to exist for larger aircraft storage. Design was started on two projects to add general aviation hangar storage space in 2022 with construction planned for 2023.

Tower operations were down slightly in 2022 with 18,999 aircraft operations recorded versus 19,848 aircraft operations in 2021. Aircraft operations include airline and general aviation takeoffs and landings during the tower hours of operation which are 5:30 a.m. to 8:30 p.m. Additional aircraft operations occur outside the tower hours but there is no mechanism to count that traffic.

The airports fixed base operator (FBO), Hawthorne Aviation, continues to provide essential services for general and corporate aviation including aircraft rental, fueling, heated hangar rental and on demand business and medical charters. Total gallons of fuel delivered to the airport in 2022 was 1,070,834 gallons which was slightly less than the 1,163,738 gallons delivered in 2021.

A new business, Gibson Aviation, started providing flight instruction at CVRA in 2022. Gibson Aviation has been a great addition to CVRA, offering multiple aircraft and flight instructor options for new students interested in flight training.

Airport Partners

Four car rental brands, Avis, Budget, Enterprise and National, were available at CVRA in 2022. Cars rented at the airport continued to increase year over year with a total of 5,193 in 2022 which was an increase of 8% over the 4,794 cars rented in 2021. Increased car rentals continue to keep car rental concession revenue high when compared to prior years.

Hangar 54 Grill, the full-service restaurant and bar that opened at the airport in 2016, continues to be an asset to the airport and the community. With increasing business, Hangar 54 expanded hours of operation back to their pre-COVID schedule in 2022.

Airport Capital Improvements

Construction began on a new airport owned 25,000 square foot hangar in 2022, with the hangar to be leased by Hawthorne Aviation. The new hangar will allow Hawthorne to pursue large cabin business aviation jets that cannot be accommodated currently in any hangar space at CVRA.

A project to rehabilitate the main airport runway and associated taxiway was completed and construction on a replacement Aircraft Rescue and Firefighting (ARFF) building started in 2022. The ARFF facility is designed to accommodate the larger trucks necessary to meet FAA requirements for having airline service. Construction also started on the first phase of the perimeter fence replacement project in 2022 and the airport parking revenue and access control system was replaced.

Federally funded projects generally have 90% of the federal funds coming from the Federal Aviation Administration Airport Improvement Program (AIP) through the Airport and Airway Trust Fund (AATF). The AATF provides funding for the federal commitment to the nation's aviation system through several aviation-related excise taxes. State projects are also funded at least partially by aviation user fees. Local project commitments are funded with existing airport funds. **No new tax levy dollars are requested for airport projects.**

Alignment with Strategic Plan

Robust Infrastructure	Vibrant Communities	Quality and Meaningful Relationships
Understand airport stakeholder facility needs and look for opportunities to partner to accommodate those needs to grow the usage of the airport.	Partner on educational opportunities to inform travelers on available transportation options at the Chippewa Valley Regional Airport.	Build relationships with state and federal officials that will help educate them on the impacts of new regulatory standards on airports.
Continue to aggressively pursue state and federal aid for airport development projects to minimize the local expenses of maintaining and improving airport facilities.	Continue to pursue opportunities to expand airline service options for travelers in the region.	Pursue opportunities to collaborate with other County departments, City of Eau Claire and other Airports to provide efficient and cost-effective services to our stakeholders.

2023 Future Opportunities/Challenges

Loss of daily scheduled service in 2022 was very disappointing to many in our region, but many travelers are also very happy to have a low cost carrier like Sun Country Airlines in our market. CVRA is committed to maximizing the number of travelers using our facilities through support of the carrier that is serving the airport by helping to inform the community of the transportation options at the airport. We will also continue to do everything we can to inform the traveling public about the benefits of flying from their local airport. Low cost parking, short security lines and now an ultra low cost airline are advantages to traveling local that we will continue to aggressively promote to travelers in our region.

The shortage of pilots is ongoing and continues to threaten airline service in small communities, but the team at CVRA is committed to continued work toward the opportunity to have daily scheduled service return to our community. We will continue to advocate for both short term and long term legislative change that will help reduce the shortage of pilots and allow regional airlines to return to serving markets like the Chippewa Valley. Ongoing additional efforts related to the new airport security program will continue to have an administrative burden on CVRA that may need to be addressed through additional staff resources.

The CVRA team will also continue to focus on opportunities to grow the corporate and general aviation utilization of the Airport. Despite the continued investments in hangar facilities in the last few years, there is still opportunity to accommodate additional aircraft. Growth in this area of the airport is just as important to long-term success as the growth in airline related business.

Several exciting projects are planned for 2023. The Airport Master Plan Update process will kickoff in 2023 with several opportunities for public and stakeholder input. Another new corporate development partnership agreement is expected to be reached to construct a new hangar at CVRA. Design is also in progress for a new multi-unit box hangar which will accommodate a few of the aircraft currently on our waiting list. A new airport fire truck will be bid in 2023, along with the second phase of the perimeter fence project.

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>2021</u>	<u>2022</u>
Number of passenger enplanements/deplanements	47,262	49,313	20,247	39,167	34,594
Number of community presentations	60	48	38	41	51
OUTCOMES	<u>Benchmark</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
80% of commercial passengers will report being satisfied or extremely satisfied with the airport controlled metrics on a customer satisfaction survey administered randomly.	80%	82%	87%	82%	88%
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	4%	-59%	79%	-12%
Commercial air service will be promoted in the community 50 times throughout the year.	50 or more	48	38	41	51

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>2021</u>	<u>2022</u>
Number of hangars rented for airport:	53 of 61	54 of 61	61 of 61	63 of 63	60 of 63
Aircraft Operations:	21,986	19,780	17,602	19,848	18,999
Gallons of Fuel:	1,736,335	1,672,577	1,003,139	1,163,738	1,070,834
OUTCOMES	<u>Benchmark</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
85% of airport owned hangars will be rented.	85%	89%	100%	100%	95%
Maintain percentage change of aircraft operations at a level equal to or greater than the change in the state average.	%TBD	-10%	-11%	13%	-4%

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%	93%	96%	87%	100%
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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>2021</u>	<u>2022</u>
Percentage of terminal space rented that is available to airport partners	100%	100%	92%	92%	92%
Car rental concession fee revenue	\$120,594	\$132,956	\$85,372	\$153,033	\$181,400
OUTCOMES	<u>Benchmark</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
70% of total space available for rental to airport partners will be rented during the year.	70%	100.0%	92%	92%	92%
The current year concession fee earned from car rentals will be greater than or equal to the prior year.	\$153,033	\$132,956	\$85,372	\$153,033	\$181,400

2023 Community/Stakeholder Outreach

1. Jan 3 – Leader Telegram Interview
2. Jan 5 - Airport Newsletter
3. Jan 9 – Airport Neighborhood Assoc Meeting
4. Jan 12 – Master Plan Public Meeting Communication
5. Jan 17 – EC County Board Meet and Greet
6. Jan 18 – Aviation Explorer Program with Sun Country
7. Jan 19 – Leadership Chippewa Falls
8. Feb 1 – EAA Explorer Post Presentation
9. Feb 2 – Landline Media Event
10. Feb 2 – Rotary Presentation
11. Feb 6 – Hawthorne Corporate Hangar Press Release
12. Feb 8 – EAA Fence Meeting
13. Feb 13 – ECC Parks and Forest Committee Meeting
14. Feb 16 – Master Plan Open House
15. Mar 1 – WAMA/TDA Fly-In
16. Mar 6 – Chippewa Herald Interview
17. Mar 7 – Sun Country Meeting
18. Mar 13 – Airport Neighborhood Association Meeting
19. Mar 14 – Runway Safety Action Team Meeting
20. Mar 16 – Chippewa Chamber Women to Women Panel
21. Apr 11 – Airport Newsletter
22. Apr 11 – ECC Administration Committee
23. Apr 11 – CC Executive Committee
24. Apr 13 – ECC Finance and Budget Committee

Upcoming Events

Inaugural MCO Flight, April 21, 2023

Pancake Breakfast, May 6, 2023

<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-23	<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			

Agenda Item 7b

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 occurred in 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 ongoing in 2023.
- Runway 14/32: This is our crosswind runway. Improvements to extend the life of this runway were completed in 2020.
- 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.
- Taxiway A: This taxiway is the full parallel taxiway serving Runway 04/22. It was reconstructed from taxiway C south to taxiway A4 in 2017. Taxiway A from taxiway C north and connector taxiways A1, A2 and A3 were rehabbed in 2017. Taxiway A lighting from B2 to A1 was replaced in 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 and 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, with the exception of taxiway J. The K-row taxiway was constructed in 2005 and the N-row in 2018. Rehab of the K-row and J-row taxiway and an

expansion of Taxiway L is planned for 2024. 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. The terminal area apron will be studied as part of the Master Plan to determine better flow for the larger Sun Country aircraft.

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.
- 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. Additional purchases to replace non-federally eligible equipment like a front end loader will likely be needed as well.
- 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

2023	Name	Company	Accomplishment
<i>January</i>	Derek Nelson	Great Planes	We would like to nominate Derek from Great Planes. He has worked every single flight since SY started in December and recently stayed all night to handle a delayed charter and then be available to work a regularly scheduled outbound flight. He really goes above and beyond to make sure everything runs smoothly.
<i>February</i>	Wyatt George	CVRA	I realized today that I had a set of missing keys. They had not been seen for 5 days at this point. I searched everywhere and came to the conclusion they may have been thrown in the garbage accidentally. I called Wyatt, who helped track down the last several days of garbage collection, then helped me look through the bags. Fortunately, we found the keys! Wyatt went WAY above and beyond and I am so incredibly grateful for his assistance!
<i>March</i>	Stacy VanNess	AVIS	On 3/25/2023 we had an aircraft that had an accident on landing at CVRA and ended up being unable to fly the aircraft out from EAU to it's home base. One of the pilots is from Iron Mountain, MI and was trying to figure out how to get back home with the aircraft unable to fly him home. After taking a call on her cell phone, after business hours had closed for the day, Stacy came in on her day off to assist the pilot with getting a rental car to drop off in Iron Mountain at another Avis location. Stacy always has a smile on her face when we see her everyday, but her willingness to go above and beyond to help get this pilot home was a huge relief for him after an incredibly stressful couple hours of the aircraft incident.
	Stacy VanNess	AVIS	On Saturday the 25th, there was an incident with an aircraft. One of the individuals on board needed a rental car to drive back home out of state. I called Stacy at 2pm and even though she had just closed for the day at 1:30pm, she returned and rented them a vehicle.



76% of US airports have substantially less air service today than before the pandemic, despite rising passenger demand. A real and growing pilot shortage stands to worsen air service loss unless we take action.

Rally for Air Service is a coalition that has come together to communicate the negative impacts of the pilot shortage across the United States so that solutions can be advanced to help prevent the damaging economic impacts of the loss of air service. We represent a wide range of stakeholders who have a shared interest in addressing the shortage and preserving and rebuilding air service.

Our Mission is to educate the public about this worsening situation and encourage solutions that preserve and enhance aviation safety, allow greater and more equitable access to pilot training, and preserve and restore air service in the United States.

Communities are losing air service due to the shortage of airline pilots.

- There aren't enough pilots to meet forecasted demand for air travel. As a result, airports across the country, especially in small communities, have faced dramatic air service loss that worsened during the summer travel season.
- Air service loss imparts devastating consequences on the economies of these communities and diminishes the quality of life for residents.
- We are already seeing the impacts on small communities, including but not limited to those communities that rely on the Essential Air Service Program, which is facing a crisis of air service terminations.
- Domestic demand has met or exceeded 2019 levels, yet the majority (76%) of US air service receive far less air service today than before the pandemic. Official Airline Guide (OAG) schedule comparisons between October 2019 and October 2022 show that 324 airports have lost flights, with an average service reduction exceeding 31%. Further, 161 airports have lost *more than* 25 percent of their air service, 112 airports have lost more than 1/3 of their flights, 60 airports lost more than half their flights, and 14 airports have lost all scheduled, commercial air service.
- The pilot shortage is the single, driving factor behind this crisis.

The pilot shortage is a major problem and is growing worse.

- Large air carriers expect to hire more than 13,000 pilots over the course of this year, yet FAA issued an average of just 6,335 new ATP/RATP certificates per year since 2013. Pandemic forces slowed this further, with fewer than 5,000 new ATP/RATP pilots certified in 2021 and fewer than 4,000 in 2021. While 2022 is on track to produce higher than average new certificates, the number falls well short of need and is consistent with clearing the backlog of paused certificates during covid rather than a long-term uptick in supply.

- Major airlines primarily hire from smaller, regional air carriers, which provide the only source of air service to more than two-thirds of the country – communities too small to support air service by the major airlines.
- With far too few new pilots being produced to replace those hired by bigger carriers, worsening air service losses will be most acute at regional airports and smaller communities.
- Some of the largest hub airports will experience air service loss as well, particularly major gateways to smaller communities. Regional airlines provide significant departures at major hub airports like ORD (62% regional), DFW (47%), CLT (56%), DEN (33%), IAH (55%), DTW (54%) SEA (40%), ATL (22%), MSP (47%) and PHL (52%).
- The pilot shortage is a network problem with sweeping consequences across the entire aviation system.

There is currently an unprecedented demand for airline and commercial pilots.

- The Bureau of Labor Statistics (BLS) projects that from 2021-2031 there will be an average of approximately 18,100 openings for airline and commercial pilots each year. This demand is driven by two primary factors:
 - FAA data indicates that over 13% of airline pilots (13,820) will reach mandatory retirement age of 65 over the next 5 years. This number increases to 47% of airline pilots within 15 years (48,680.)
 - Early retirements during the pandemic exacerbated the problem with between 5,000 and 6,000 pilots at large air carriers exiting the profession.

There are too few new pilots to fill the void.

- The FAA certifies on average just 6,335 pilots per year who have the credentialing necessary to be hired by commercial and cargo airlines. Additionally, corporate and business aircraft operators also frequently require the same pilot credentialing as airlines.
- High barriers to entry, block the career path for too many. Flight education and training alone costs \$80,000 on average, and when incorporated to a professional pilot degree program, the total expense can exceed \$200,000. Unlike other prestigious and high-earning career paths like doctors and lawyers, aspiring pilots don't have access to additional federal student loan aid to help cover the higher education and training costs. As a result, only the wealthy and those with access to private capital can follow their dreams and become a pilot.

Goals

Near and long-term solutions are being discussed across the industry, with goals to preserve and restore air service while continuing to have the best trained pilots in the world. Addressing the pilot shortage will not and cannot adversely impact aviation safety, which is the hallmark of the U.S. aviation industry. We can and must allow greater and more equitable access to pilot training, enhance aviation safety, and preserve and restore air service in the United States.



March 1, 2023

The Honorable Sam Graves
 Chairman
 House Committee on Transportation
 and Infrastructure
 U.S. House of Representatives
 Washington, DC 20515

The Honorable Rick Larsen
 Ranking Member
 House Committee on Transportation
 and Infrastructure
 U.S. House of Representatives
 Washington, DC 20515

The Honorable Maria Cantwell
 Chair
 Senate Committee on Commerce, Science
 and Transportation
 U.S. Senate
 Washington, DC 20510

The Honorable Ted Cruz
 Ranking Member
 Senate Committee on Commerce,
 Science, and Transportation
 U.S. Senate
 Washington, DC 20510

Dear Chairman Graves, Ranking Member Larsen, Chair Cantwell, and Ranking Member Cruz:

We are the Rally for Air Service Coalition, a group formed to communicate the harms of the growing pilot shortage on our aviation system and local communities, and to urge meaningful policy solutions. Our membership includes airports, chambers of commerce, economic development organizations, educational institutions, and many others. As you know, Congress has sought to address growing workforce shortages, including the pilot shortage, including measures in the last two Federal Aviation Administration (FAA) Reauthorization laws. Unfortunately, the pilot shortage that began nearly a decade ago has grown to alarming proportions and has resulted in air service collapse in many parts of the country, with real and devastating impacts on our airports, communities, and way of life. Therefore, we write to share our serious concerns regarding the pilot shortage and to urge your committees to take further action to remedy the shortage and the cascade of harms it has imposed.

Today 324 airports, a shocking 76 percent of the countries' commercial airports, have substantially less air service than before the pandemic. This is overwhelmingly due to the pilot shortage and has occurred despite rising passenger demand, a return to pre-COVID pilot employment levels, and historic pilot pay raises. On average these airports have lost 30 percent of their flights with the smallest airports suffering the greatest impacts. However, the loss of flights and connectivity is also occurring at large and medium hub airports. Acting as the proverbial "canary in the coalmine", in just the last two years alone, 14 U.S. airports have lost all scheduled, commercial air service and 53 airports have lost over half of their flights. Air service losses make it more difficult for communities to attract investment, generate employment, and provide mobility and vital services to their citizens.

The stark reality is that demand for pilots is far outpacing the available supply, which further exacerbates the existing shortage. Despite the return to pre-COVID demand for air travel and approximately 9,491 new pilots certificated in the last year, nearly 4,000 pilot qualifications were disrupted during Covid and more than 415 regional aircraft are currently parked and no longer in service. There are no signs that the pilot shortage and its devastating impact on air service will abate anytime soon. The pilot population is aging, and there are 70 percent more pilots aged 43-64 than there are pilots aged 21-42. Nearly half of today's qualified pilot workforce faces mandatory retirement within 15 years, and 2,225 pilots face mandatory retirement this year; more than 10 percent of the workforce must retire within 5 years. Even as the retirement crisis grows, prospective pilots face financial and access barriers to career training, which are insurmountable for individuals and families without wealth or the means to obtain private loans. For example, student loans do not cover the cost of flight education, and there are no financial supports available to pilots building flight time they are required to obtain before airlines may hire them. Such barriers not only constrain supply, they also hinder efforts to improve diversity among pilot ranks.

We respectfully urge your committees to take decisive actions to help alleviate the pilot shortage and to preserve and restore air service to communities across the country. Our communities are bearing the brunt of the pilot shortage crisis and we urge you to act now. Because solutions will take time to bear fruit, we urge policy efforts that focus on both long-term solutions and near-term supports. We need to work together to develop and put in place fact-based, safety-first solutions to provide greater pilot career access, create more high-quality pilots, and build upon the United States' incredible air safety record. Our communities and citizens are counting on Congress to take the lead to address this vital issue and we stand ready to assist you in your efforts. Thank you in advance for your consideration of our request.

Sincerely,



Abraham Lincoln Capital Airport



Alexandria International Airport



Baton Rouge Metropolitan Airport



Boise Metro Chamber



Cedar Rapids Metro Economic Alliance



Central Wisconsin Airport



Central Wyoming Regional Airport



City of Riverton, Wyoming



Dayton Area Chamber of Commerce



INTERNATIONAL AIRPORT
Dayton International Airport



Duluth International Airport



EASTERN IOWA AIRPORT
FLYCID
Eastern Iowa Airport



INTERNATIONAL
FlightSafety International



Fremont Air Service Team



Golden Triangle Regional Airport



THE GREATER™
PUEBLO CHAMBER
We Mean Business
Greater Pueblo Chamber of Commerce



Huntington Tri-State Airport



IOWA CITY AREA
Business
Partnership
The voice of business
for Johnson County
Iowa City Business Area Partnership



Kalamazoo | Battle Creek International Airport



Keweenaw Economic Development Alliance



La Crosse Regional Airport



Lafayette Regional Airport



Lake Charles Regional Airport



Louisiana Airports Managers and Associates



MHIRJ



Monroe Regional Airport



Montana Essential Air Service Task Force



National Association of State Aviation Officials



New York Aviation Management Association



Northeast Wyoming Regional Airport



Raise the Pilot Age



Regional Air Cargo Carriers Association



Regional Airline Association



Rock Springs Chamber/Rock Springs Enterprise Coalition



Salisbury Regional Airport



Santa Maria Valley Chamber



Sidney-Richland Regional Airport



Sioux Gateway Airport



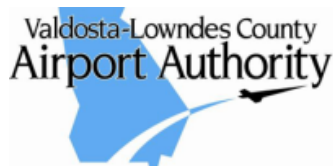
Southwest Wyoming Regional Airport



The Greater Springfield Chamber



The Longview Chamber



Valdosta-Lowndes County Airport Authority



Visit Pueblo



Washington Chamber of Commerce



Williamsport Regional Airport



Williamsport/Lycoming Chamber of Commerce



Wyoming Airports Coalition



Wyoming Business Alliance



Wyoming Economic Development Association



Wyoming State Chamber of Commerce



Yellowstone Regional Airport

CC:

Members of the House Committee on Transportation and Infrastructure

Members of the Senate Committee on Commerce, Science, and Transportation

2023 MARKETING BUDGET

DESCRIPTION

2023

TRADITIONAL

TV/Weather Sponsorships (local) - Sponsored spots only	\$5,000
Radio/Broadcast (Promotions only/Trade)	\$10,000
Newspaper/Magazines/Print	\$0
Out of Home/Billboards/Transit Advertising (*Supplemental placement)	\$0

TRADITIONAL \$15,000

ONLINE/NON-TRADITIONAL

Digital Video (Connected TV)	\$15,000
Targeted Digital (Display, Native) -- Intent Travelers -	\$5,000
Targeted Digital (Programmatic Video)-	\$5,000
Paid Social Media (Facebook/IG and Boosts)	\$15,000

ONLINE/NON-TRADITIONAL \$40,000

COMMUNITY AND CORPORATE OUTREACH

Chamber and Community Events (Business Expo, etc.)	\$750
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OUTREACH \$750

OTHER MARKETING COMPONENTS

Updated Creative (social/video)	\$5,000
Marketing Assistance (consultants)	\$5,000
Promotional Collateral / Print Items	\$750
Promotions/Survey Rewards	\$1,500
Mics/Other Items	\$1,800
<i>Airport Recognition Program</i>	\$750
<i>Delay Cart</i>	\$500
<i>Volunteer Recognition (\$50)</i>	\$50
<i>Pancake Breakfast (\$500)</i>	\$500
OTHER MARKETING COMPONENTS	\$14,050

TOTAL MARKETING AND ADVERTISING

	\$69,800
2023 Budget	\$55,000
2022 Budget Carryforward	\$25,000