

**AGENDA**  
**Chippewa Valley Regional Airport Commission**  
**Friday, August 18, 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](mailto: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. July 21, 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 Quarterly Report
    - Digital Advertising Campaign
    - 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 – Corporate Hangar Construction – FY21
- AIP 51 – Master Plan Update – FY 22
- AIP 53 - Phase I Construction and Phase II Design Wildlife Fence and Wildlife Study Recommendations – FY22
- AIP 54 – ARFF Truck Replacement – FY23
- AIP 55 – Phase II Fence Final Construction – FY23
- AIP 56 - South Hangar Construction – FY23
- Future AIP Project for Taxilane J, K and L Reconstruct – FY24
- Terminal Tile Replacement – FY23
- Terminal Parking Lot Addition – FY23

**1. Discussion/Action**

**8. Previous Business:**

**a. CBS Squared South Ramp Hangar Contract Amendment**

**1. Discussion/Action**

**b. Proposed Closed Session pursuant to Wisconsin Stat. s. 19.85 (1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, To wit: Rent-A-Car Concession Agreement Addendum**

**1**

**1. Discussion/Action**

**9. New Business: None.**

**10. Discuss Future Agenda Items**

**11. Set Future Meeting Dates and Times**

**12. Adjournment**

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of 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, July 21, 2023, 7:30 a.m.**  
**Airport Terminal Conference Room**  
**3800 Starr Ave, Eau Claire, WI**

**MEMBERS PRESENT:** Commissioners Scott Francis, Bill Hilgedick, Peter Hoeft, Chuck Hull, Scott Smith, and Barry Wells were present.

**MEMBERS ABSENT:** David Hirsch

**OTHERS PRESENT:** Amy Michels-Mead & Hunt, Heather DeLuka-Airport Neighborhood Association, Dane Zook-EC County Board Supervisor, Charity Zich-Airport Director, Todd Norrell-Maintenance Supervisor and Erin Switzer-Airport Administrative Specialist. Shawn Styer-Hawthorne Aviation attended virtually.

1. **Call to Order:** Chair Bill Hilgedick called the meeting to order at 7:30 am.
2. **Confirmation of Meeting Notice:** The meeting was noticed.
3. **Roll Call:** Commissioners Scott Francis, Bill Hilgedick, Peter Hoeft, Scott Smith, and Barry Wells were present. Commission Hull arrived at 7:33 am. Commissioner Francis departed at 8:30 am.
4. **Approval of Minutes:**
  - a. **June 16, 2023 Regular Commission Meeting:**  
 On a motion by Com. Wells, seconded by Com. Hoeft, the minutes of the June 16, 2023 meeting were approved as presented.  
*(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. Smith, the expense vouchers were approved as submitted.  
*(Ayes 5-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:** There is currently one t-hangar vacancy and approximately a dozen names on the box hangar waiting lists. The Airport Director discussed the possibility of creating a Hangar Waiting List and New Hangar Development fee policy and will put something together for a future meeting.
6. **Public Comment Period:** Heather DeLuka inquired about the Master Plan and who was working on it.
7. **Operational Matters:**
- a. **Airport Operations Report**
    - **Possible BIL Grant Application (Rural and Tribal Assistance Pilot Program):** The Airport Director discussed the possibly grant funds associated with the BIL Grant Application and the Commission suggested applying for the grant towards a Feasibility Study on energy efficiency.
    - **C-Row Door Motor Replacement Options:** The Airport Director discussed the need for replacement of several of the C-Row Hangar Door motors and the discount available for purchasing 4 motors.  
**On a motion by Com. Francis, seconded by Com. Hoeft, the Commission approved the purchase of (4) replacement hangar door motors.**  
*(Ayes 6-Nayes 0)*
    - **2023 Airline and General Aviation Surveys:** Commissioners reviewed the 2023 Airline and General Aviation Surveys for Q1 and Q2.
    - **Airport Community Outreach:** Commissioners reviewed the Airport Community Outreach opportunities and events.
  - b. **Airport Strategic Plan Update/Review:**
    - **Operational Review:** The July Operational Review covered Operational Rates and Charges including Fuel Flowage and Landing Fees, and Terminal Parking and Maintenance and Tower Facilities Maintenance.
  - c. **Project Summary**
    - **AIP 48 - Rwy 4/22 and Taxiway A Rehabilitation – FY22:** The pavement removal and replacement runway closure is scheduled for August.
    - **AIP 49 - Corporate Hangar Construction – FY21:** Project is nearing completion with occupancy expected soon.
    - **AIP 51 - Master Plan Update – FY22:** In progress. The next public meeting is scheduled for October. The Master Plan team will provide an update to the Commission at the August meeting.
    - **AIP 53 - Phase I Construction and Phase II Design Wildlife Fence and Wildlife Study Recommendations – FY22:** The fence replacement is nearly completed on the north half of the Airport.
    - **AIP 54 - ARFF Truck Replacement – FY23:** The truck has been ordered.
    - **AIP 55 - Phase II Fence Final Construction – FY23:** Project went to bid in May. A grant for the project is working its way through the State and Federal process.

- **AIP 56 - South Hangar Construction – FY23:** The Airport Director was recently informed of some issues with the bid documents that are being reviewed.
- **Future AIP Project for Taxilane J, K and L Reconstruct – FY24:** The Commission discussed the 2024 BIL funding available for taxilane projects.

**On a motion by Com. Wells, seconded by Com. Hoeft, the Commission approved the motion to fund the taxilane pavement not eligible for AIP funding with BIL grant funds.**

*(Ayes 5-Nayes 0)*

- **Terminal Tile Replacement – FY23:** The engineer is putting together documents for the project to go to bid in August.
- **Terminal Parking Lot Addition – FY23:** The first lift of pavement is on and waiting for the second lift before the electrical and parking equipment are installed.

**8. Previous Business:**

**a. 2024 Airport Operating and Capital Improvement Budget:**

**On a motion by Com. Hoeft, seconded by Com. Smith, the Commission approved the 2024 Airport Operating and Capital Improvement Budget as presented.**

*(Ayes 5-Nayes 0)*

**b. Airport Recognition Program Quarterly Recipient:** Commissioners selected Perry White from the TSA as the Quarter 2 - 2023 Recognition Program recipient. He was nominated for going the extra mile.

**9. New Business:**

**a. Car Rental Lease Renewal:** The Commission discussed the next Car Rental Lease agreement or renewal option and Customer Facility Charge addition. We will revisit the Lease in a future meeting.

**10. Discuss Future Agenda Items:** None

**11. Set Future Meeting Dates and Times:** The next Regular Commission Meetings are planned for August 18, September 19, and October 20.

**12. Adjournment:**

**On a motion by Com. Hoeft, seconded by Com. Hull, the meeting was adjourned at 8:48 am.**

*(Ayes 5-Nayes 0)*

Respectfully Submitted,

Barry Wells, Vice Chair

**July Vouchers for approval August 18, 2023**

Agenda Item 5a

Accurate Automotive	GMC Canyon Real Axel Seal & Vapor Valve Repairs	53510-241	\$485.64
Aviation GQ	Replacement Boarding Bridge Canopy (25% down)	53510-820	\$5,099.50
Boos, Patrick	Meal Reimbursement, ARFF Training Appleton	53510-340	\$10.42
CBS Squared	Design/construction fees, South Ramp Hangar, FINAL	53510-820	\$4,250.00
CBS Squared	Design/construction fees, Multi Unit Hangars, FINAL	53510-820	\$270.00
Chippewa Valley Energy	(2000) Gallons of Gasohol Fuel	53510-377	\$6,820.00
Cintas	Uniforms & Towels	53510-298	\$247.75
Frequentis	Replacement EPOSA Touchscreen for ATCT	53510-810	\$5,905.99
Hands-On Driving	Onsite CDL Training, (3) Students	53510-340	\$1,230.00
JM Janitorial	Janitorial Services, July	53510-200	\$684.00
Masters Building Solutions	(5) Replacement Accuators HVAC	53510-248	\$1,193.00
Mead & Hunt	Terminal Exterior Tile Design	53510-820	\$2,315.10
Miller-Bradford & Risberg, Inc.	Case Loader Repairs	53510-241	\$5,228.98
Norrell, Todd	Meal Reimbursement, ARFF Training Appleton	53510-340	\$11.70
Vinopal	Title Search Fee	53510-299	\$250.00
Xcel Energy	Terminal Gas/Electric - July	53510-222/224	\$10,494.10
<i>Xcel Energy</i>	<i>ATCT Gas/Electric - July</i>	<i>53515-222/224</i>	<i>\$2,070.43</i>
		<b>TOTAL</b>	<b><u>\$46,566.61</u></b>

ITALICIZED items = Tower Expenses

**July Credit Card Charges**

ROCKBOT	Marketing	53510-327	30.00
GODADDY.COM	Website	53510-227	22.17
VOLAIRE AVIATION INC.	Air Service, July	53510-328	1500.00
VOLAIRE AVIATION INC.	Marketing	53510-327	300.00
EAU CLAIRE CHAMBER	Marketing	53510-327	50.00
STAPLES	Janitorial	53510-248	20.99
XCEL EZ-PAY FEE PHONE	ARFF Elec, May (cc fee)	53510-222	10.77
XCEL EZ-PAY PHONE	ARFF Elec, May	53510-222	420.10
XCEL EZ-PAY PHONE	ARFF Gas, May	53510-224	69.58
UPS	Postage	53510-311	23.60
XCEL EZ-PAY FEE WEB	ARFF Elec, June (cc fee)	53510-222	5.25
XCEL EZ-PAY WEB	ARFF Elec, June	53510-222	217.80
XCEL EZ-PAY WEB	ARFF Gas, June	53510-224	20.84
FVTC STUDENT FINANCE	Training	53510-340	250.00
HANGAR 54 GRILL	Marketing	53510-327	25.00
WINDCAVE INC.	Merchant Fees	53510-200	95.00
GOLD CROSS ANSWERING SVC	Answering Service	53510-225	120.00
NASSCO INC.	Janitorial	53510-248	666.28
KURTH SHEET METAL	Building	53510-248	77.69
<i>PER MAR SECURITY</i>	<i>ATCT Monitoring</i>	<i>53515-248</i>	<i>177.03</i>
HANGAR 54 GRILL	Marketing	53510-327	10.00
STAPLES	Building	53510-248	63.98
<i>DALLAS AVIONICS</i>	<i>ATCT Microphone</i>	<i>53515-248</i>	<i>337.73</i>
AIRPORT LIGHTING COMPANY	Airfield Lights	53510-246	901.77
FARM & FLT CHIPPEWA FALLS	Grounds	53510-246	12.13
SOUTHSIDE TIRE	Vehicle	53510-241	38.00
FARM & FLT CHIPPEWA FALLS	Grounds	53510-246	8.99
MENARDS EAU CLAIRE WEST	Grounds	53510-246	88.70
LAKELAND OVERHEAD DOOR	Building	53510-248	29.87
GOODIN COMPANY	Building	53510-248	34.10
		<b>TOTAL</b>	<b><u>\$5,627.37</u></b>

## Chippewa Valley Regional Airport

### 2023 BUDGET COMPARISON Estimated July 31, 2023

	Item	12 Month Budget 2023	Budget YTD Allocated	Actual as of 7/31/23 (58.33%)	Variance YTD	Balance Remaining For Year
<b>Income</b>			58.33%			
41110	Contrib From Eau Claire Cty	\$407,050	\$237,446	\$305,289	\$67,843.17	\$101,761.00
43790	Contrib From Chippewa Cty	\$132,890	\$77,519	\$132,890	\$55,370.83	\$0.00
Sub-Total Tax Revenue		\$539,940	\$314,965.00	\$438,179.00	\$123,214.00	\$101,761.00
46341	Air Terminal	\$166,319	\$97,019	\$110,120	\$13,100.56	\$56,199.05
46342	FBO	\$178,556	\$104,158	\$77,726	(\$26,432.00)	\$100,830.33
46343	Airfield	\$124,945	\$72,885	\$76,329	\$3,444.55	\$48,615.98
46344	Hangars	\$328,380	\$191,555	\$175,766	(\$15,789.50)	\$152,614.56
46345	Parking	\$149,000	\$86,917	\$104,589	\$17,672.57	\$44,410.76
46346	Rental Cars	\$80,000	\$46,667	\$116,141	\$69,473.90	(\$36,140.57)
46347	Badging Revenue	\$0	\$0	\$2,510	\$2,510.00	(\$2,510.00)
46349	Ground Handling	\$0	\$0	\$0	\$0.00	\$0.00
48902	Vehicle Fuel Reimbursement	\$18,000	\$10,500	\$16,871	\$6,371.02	\$1,128.98
48903	Equipment Rental	\$1,200	\$700	\$800	\$100.00	\$400.00
Sub-Total Operating Revenue		\$1,046,400	\$610,400	\$680,851	\$70,451.11	\$365,549
Sub-Total Taxes and Operating Rev.		\$1,586,340.49	\$925,365.29	\$1,119,030.40	\$193,665.11	\$467,310.09
48691	Other Revenue	\$5,000	\$2,917	\$953	(\$1,963.25)	\$4,046.58
48900	Insurance Refunds	\$0	\$0	\$1,357	\$1,357.44	(\$1,357.44)
48901	PFC	\$65,850	\$38,413	\$39,918	\$1,505.77	\$25,931.73
43690-91	Airport Grants	\$350,000	\$204,167	\$0	(\$204,166.67)	\$350,000.00
49210	Transfer Fr. Gen'l Fund	\$0	\$0	\$0	\$0.00	\$0.00
49300	Airport Fund Balance Applied	\$223,481	\$130,364	\$0	(\$130,363.92)	\$223,481.00
Sub-Total Other Revenue		\$644,331	\$375,859.75	\$42,229.13	(\$333,630.62)	\$602,101.87
<b>TOTAL INCOME</b>		<b>\$2,230,671</b>	<b>\$1,301,225.04</b>	<b>\$1,161,259.53</b>	<b>(\$139,965.51)</b>	<b>\$1,069,411.96</b>
<b>Expenses</b>						
53510-111	Salary Perm-Regular	\$411,642	\$240,125	\$234,762.45	(\$5,362.05)	\$176,879.55
-112	Salary Perm-OT	\$18,800	\$10,967	\$9,932.37	(\$1,034.30)	\$8,867.63
-114	Salary-On Call Pay	\$5,200	\$3,033	\$2,900.00	(\$133.33)	\$2,300.00
-121	Salary Temp Regular	\$11,352	\$6,622	\$6,633.82	\$11.82	\$4,718.18
-130	Employee Benefits	\$4,200	\$2,450	\$2,450.00	\$0.00	\$1,750.00
-136	PTO-ELB-Lump Sum Payout	\$0	\$0	\$0.00	\$0.00	\$0.00
-141	Board & Comm Per Diem	\$5,000	\$2,917	\$2,145.00	(\$771.67)	\$2,855.00
-142	Cnty Brd & Comm Mile	\$1,200	\$700	\$430.85	(\$269.15)	\$769.15
-151	Social Security	\$34,194	\$19,947	\$18,193.02	(\$1,753.48)	\$16,000.98
-152	Retirement Emplr Share	\$25,871	\$15,091	\$16,567.53	\$1,476.11	\$9,303.47
-153	HSA Contribution	\$4,500	\$2,625	\$2,625.00	\$0.00	\$1,875.00
-154	Hos & Health Ins	\$75,312	\$43,932	\$51,094.75	\$7,162.75	\$24,217.25
-155	Life Insurance	\$84	\$49	\$51.38	\$2.38	\$32.62
-158	Unemployment Comp	\$0	\$0	\$0.00	\$0.00	\$0.00
-164	Dental Insurance	\$0	\$0	\$527.24	\$527.24	(\$527.24)
-200	Contract Svcs	\$31,820	\$18,562	\$15,288.36	(\$3,273.31)	\$16,531.64
-212	Attorney Fees	\$6,000	\$3,500	\$3,022.50	(\$477.50)	\$2,977.50
-213	Accounting & Audit	\$6,000	\$3,500	\$0.00	(\$3,500.00)	\$6,000.00
-221	Water & Sewer	\$59,822	\$34,896	\$28,024.63	(\$6,871.77)	\$31,797.77
-222	Electric	\$109,180	\$63,688	\$67,842.86	\$4,154.53	\$41,337.14
-224	Gas & Fuel Oil	\$55,620	\$32,445	\$25,129.41	(\$7,315.59)	\$30,490.59
-225	Telephone	\$4,000	\$2,333	\$1,840.00	(\$493.33)	\$2,160.00
-226	Cellular Phone	\$2,500	\$1,458	\$975.16	(\$483.17)	\$1,524.84
-227	Dataline/Internet	\$500	\$292	\$0.00	(\$291.67)	\$500.00
-241	Motor Vehicle Maint	\$15,000	\$8,750	\$9,832.45	\$1,082.45	\$5,167.55
-246	Grounds Maint	\$110,000	\$64,167	\$27,041.51	(\$37,125.16)	\$82,958.49
-248	Building Maint	\$32,000	\$18,667	\$22,721.18	\$4,054.51	\$9,278.82
-249	Service on Machines	\$0	\$0	\$0.00	\$0.00	\$0.00
-297	Refuse Collection	\$1,800	\$1,050	\$1,437.98	\$387.98	\$362.02
-298	Laundry Services	\$4,040	\$2,357	\$2,126.61	(\$230.06)	\$1,913.39
-299	Sundry Contract Services	\$222,000	\$129,500	\$15,805.39	\$0.00	\$0.00

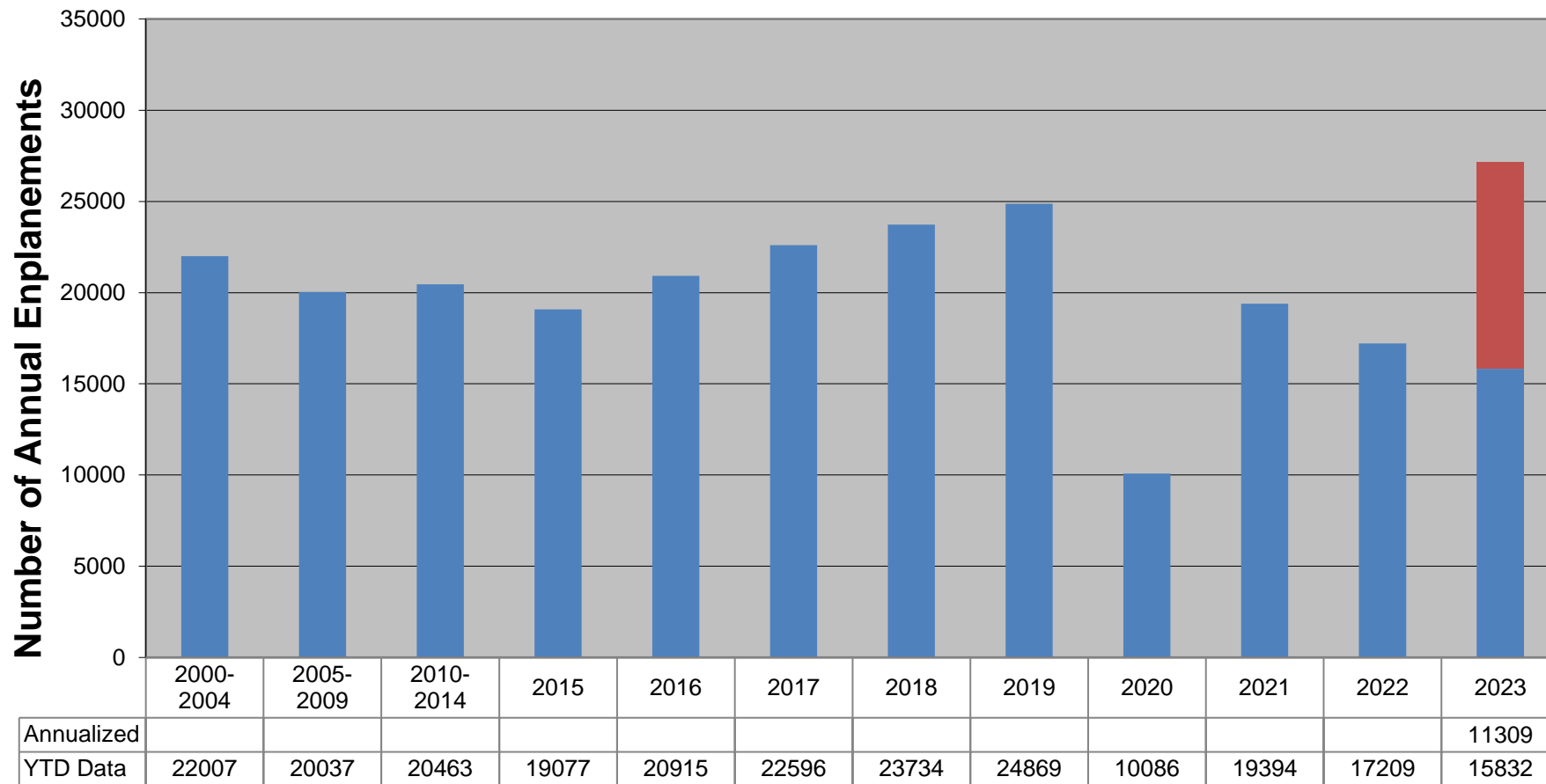
	Item	12 Month Budget 2023	Budget YTD Allocated	Actual as of 7/31/23 (58.33%)	Variance YTD	Balance Remaining For Year
-310	Office Supplies	\$500	\$292	\$81.46	(\$210.21)	\$418.54
-311	Postage and Box Rent	\$800	\$467	\$31.53	(\$435.14)	\$768.47
-313	Printing & Dup	\$800	\$467	\$360.69	(\$105.98)	\$439.31
-320	Ref Materials	\$250	\$146	\$0.00	(\$145.83)	\$250.00
-321	Publish Legal Notices	\$150	\$88	\$0.00	(\$87.50)	\$150.00
-324	Membership Dues	\$4,000	\$2,333	\$2,975.00	\$641.67	\$1,025.00
-327	Marketing	\$60,000	\$35,000	\$32,716.65	(\$2,283.35)	\$27,283.35
-328	Airline Recruitment	\$15,000	\$8,750	\$7,500.00	(\$1,250.00)	\$7,500.00
-340	Travel-Train, Conf & Misc.	\$15,000	\$8,750	\$4,645.41	(\$4,104.59)	\$10,354.59
-366	Fire fight supplies	\$4,500	\$2,625	\$305.00	(\$2,320.00)	\$4,195.00
-377	Vehicle Fuel	\$50,000	\$29,167	\$33,889.00	\$4,722.33	\$16,111.00
-510	Insurance	\$78,369	\$45,715	\$44,086.42	(\$1,628.83)	\$34,282.58
-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	\$1,458	\$4,255.56	\$2,797.23	(\$1,755.56)
-310-650	Badging	\$0	\$0	\$1,204.00	\$1,204.00	(\$1,204.00)
-933	Bank Service Charges	\$7,200	\$4,200	\$3,751.18	(\$448.82)	\$3,448.82
<b>Sub-Total Operating Expense</b>		<b>\$1,496,706.40</b>	<b>\$873,078.73</b>	<b>\$705,203.35</b>	<b>(\$167,875.38)</b>	<b>\$791,503.05</b>
53515-221	ATCT Water-Sewer-Strmwtr	\$1,096	\$639	\$515.45	(\$123.84)	\$580.47
-222	ATCT Electricity	\$19,570	\$11,416	\$12,343.44	\$927.61	\$7,226.56
-224	ATCT Gas & Fuel Oil	\$4,244	\$2,475	\$2,248.42	(\$227.01)	\$1,995.18
-225	ATCT Telephone	\$1,000	\$583	\$480.00	(\$103.33)	\$520.00
-248	ATCT Building Maintenance	\$15,000	\$8,750	\$8,633.38	(\$116.62)	\$6,366.62
<b>Sub-Total Tower Expense</b>		<b>\$40,910</b>	<b>\$23,863.89</b>	<b>\$24,220.69</b>	<b>\$356.80</b>	<b>\$16,688.83</b>
53610-810	Capital Equipment	\$0	\$0	\$5,905.99	\$5,905.99	(\$5,905.99)
-820	Capital Improvement	\$545,000	\$317,917	\$102,982.12	(\$214,934.55)	\$442,017.88
-829	Other Capital Improvement	\$148,056	\$86,366	\$77,309.26	(\$9,056.74)	\$70,746.74
59280-920	Transfer to General Fund	\$0	\$0	\$20,000.00	\$20,000.00	(\$20,000.00)
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
<b>Sub-Total Capital Expense</b>		<b>\$693,056</b>	<b>\$404,282.67</b>	<b>\$206,197.37</b>	<b>(\$198,085.30)</b>	<b>\$486,858.63</b>
<b>TOTAL EXPENSE</b>		<b>\$2,230,672</b>	<b>\$1,301,225</b>	<b>\$935,621</b>	<b>(\$365,603.88)</b>	<b>\$1,295,050.51</b>
<b>NET OPERATING INCOME</b>		<b>\$0</b>	<b>(\$0)</b>	<b>\$225,638.12</b>		<b>(\$225,638.55)</b>
<u>Cash Balance</u>						
	Per 2020 Audit Report	2,393,606				
	Per 2021 Audit Report	3,096,503				
	2022 Estimate	3,018,158				
	2023 Estimate 7-17-23	1,558,661				



Chippewa Valley Regional Airport  
**Traffic Statistics**  
 July 2023

<i>AIRLINE PASSENGERS</i>	Month		% Diff.	Year to date		% Diff.
	2023	2022		2023	2022	
EAU-ORD	0	1177		0	11021	
EAU-MSP	777	0		6309	0	
EAU-RSW	0	0		4425	0	
EAU-MCO	<u>1574</u>	<u>0</u>		4327	0	
CHARTERS Enplaned				<u>771</u>	<u>648</u>	
Total Enplaned	2351	1177	100%	15832	11669	36%
ORD-EAU	0	1262		0	11311	
MSP-EAU	914	0		5318	0	
RSW-EAU	0	0		4604	0	
MCO-EAU	<u>1242</u>	<u>0</u>		4188	0	
CHARTERS Deplaned				<u>771</u>	<u>648</u>	
Total Deplaned	2156	1262	71%	14881	11959	24%
<b>Total Enplaned/Deplaned</b>	<b>4507</b>	<b>2439</b>	<b>85%</b>	<b>30713</b>	<b>23628</b>	<b>30%</b>
<i>AIRLINE PERFORMANCE</i>	<b>2023</b>	<b>2022</b>		<b>2023</b>	<b>2022</b>	
Scheduled Flights/Landings	22	39	-44%	170	366	-54%
Canceled Flights						
Xnld for Wx	0	1		1	10	
Xnld for Mx	1	0		1	1	
<u>Xnld Other</u>	<u>2</u>	<u>0</u>		<u>2</u>	<u>2</u>	
<b>Total</b>	<b>3</b>	<b>1</b>	<b>200%</b>	<b>4</b>	<b>13</b>	<b>-69%</b>
Total Landings	19	38	-50%	166	353	-53%
Total Inbound Seats	3534	1900	86%	30876	17650	
<i>LANDLINE PASSENGERS</i>						
<u>Leg O&amp;D</u>	<u>Month</u>	<u>Total</u>				
EAU-MSP	July	370				
MSP-EAU	July	<u>285</u>				
	TOTAL	655				

## Chippewa Valley Regional Airport Scheduled Air Carrier and Charter Enplanements



**Years**

Number of Cars Rented

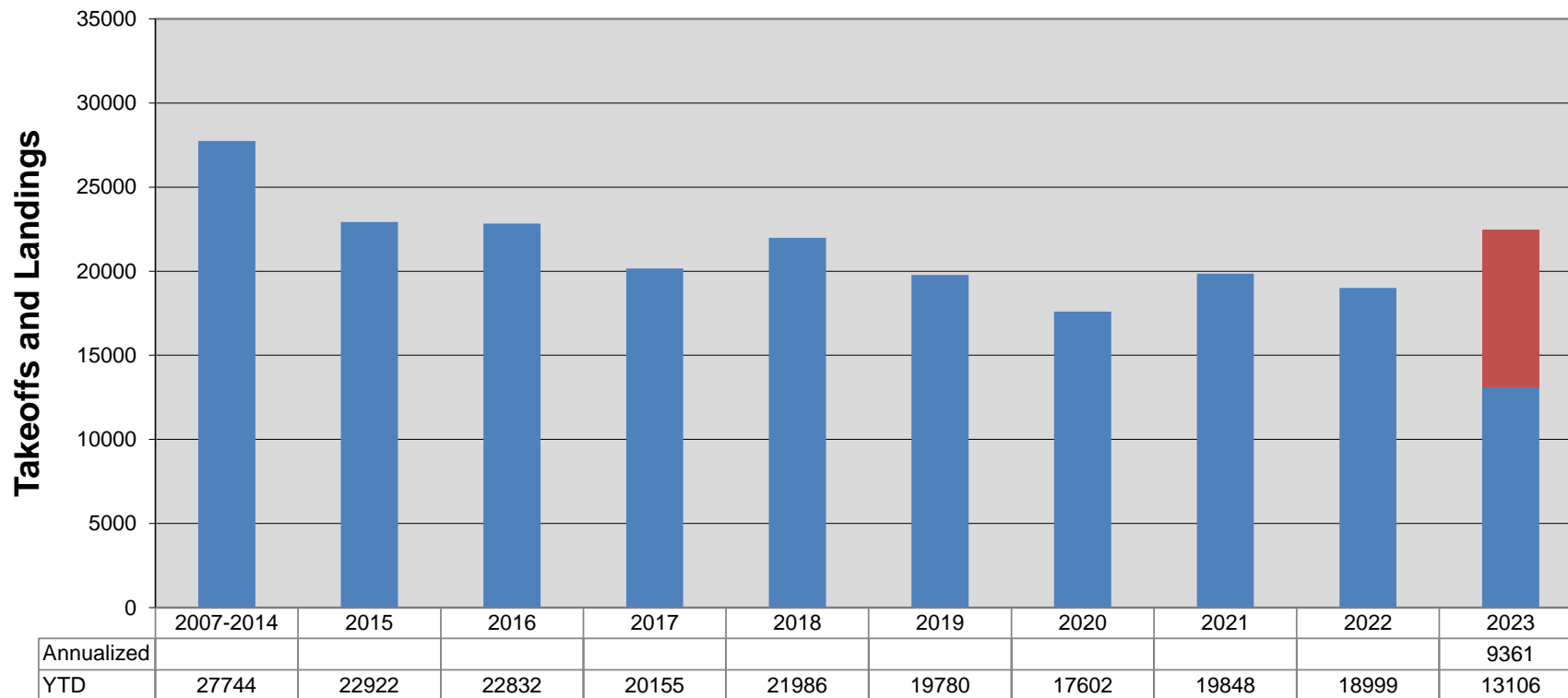
	<u>2023</u>	<u>2022</u>	23/22 % Diff.
January	379	366	4%
February	348	239	46%
March	486	455	7%
April	417	396	5%
May	492	504	-2%
June	566	503	13%
July	608	496	23%
August			
September			
October			
November			
December			
YTD	<b>3296</b>	<b>2959</b>	11%

Agenda Item 5b

Chippewa Valley Regional Airport  
**Air Traffic Operations Statistics**  
 July 2023

		Month		% Diff.	Year to date		% Diff.
		2023	2022		2023	2022	
Itinerant	Air Carrier	37	0	#DIV/0!	306	20	1430%
	Communter/ Air Taxi	180	192	-6%	935	1220	-23%
	GA	1331	1406	-5%	8163	7150	14%
Local	Military	51	59	-14%	244	263	-7%
	GA	592	46	1187%	3418	1726	98%
	Military	<u>6</u>	<u>0</u>	#DIV/0!	<u>40</u>	<u>24</u>	67%
<b>TOTAL</b>		2197	1703	29%	13106	10403	26%

## Chippewa Valley Regional Airport Annual Air Traffic Control Tower Operations



**Years**

QUARTER 2 2023

# Airport

<b>SELECTED PERFORMANCE MEASURES</b>	
Number of Revenue Passenger Enplanements/Deplanements	26,056
Aircraft Operations During Tower Hours	10,909
<b>SUMMARY OF CURRENT ACTIVITIES</b>	
<ul style="list-style-type: none"> <li>▪ Airport Master Plan Update</li> <li>▪ Airport fence replacement project Phase I construction</li> <li>▪ Airport fence replacement project Phase II construction planning</li> <li>▪ Completing punch list for parking system replacement</li> <li>▪ Planning work for multiple State and Federal funded projects</li> <li>▪ Coordination for ongoing construction projects</li> <li>▪ Ongoing airport badging program</li> <li>▪ New air service marketing</li> <li>▪ Work on new Airport PFC application</li> <li>▪ Airport terminal exterior tile replacement</li> <li>▪ BIL Grant Applications</li> <li>▪ 2024 Airport Operating and Capital Improvement Budget</li> <li>▪ Parking lot expansion and second exit lane construction coordination</li> </ul>	
<b>ISSUES ON THE HORIZON AND SIGNIFICANT TRENDS</b>	
<ul style="list-style-type: none"> <li>▪ Continued impacts to air service resulting from shortage of aviation workers</li> <li>▪ Challenges with capital improvement projects due to high construction costs and material delays</li> <li>▪ Potential Impacts of FAA Reauthorization Bill proposals being considered in Congress</li> </ul>	
<b>CURRENT COLLABORATIONS (INTERNAL AND EXTERNAL)</b>	
<ul style="list-style-type: none"> <li>▪ Highway assistance with parking lot expansion</li> <li>▪ Coordinate using Facilities program for tracking repairs and preventative maintenance</li> <li>▪ State and Federal legislation advocacy with Wisconsin Airport Management Association</li> </ul>	
<b>GOALS FOR NEXT QUARTER</b>	
<ul style="list-style-type: none"> <li>▪ Complete parking expansion and second exit lane project</li> <li>▪ Finalize lease negotiations for 2023 hangar construction project</li> <li>▪ Air service promotion</li> <li>▪ Complete application for new PFC collection</li> <li>▪ Complete successor car rental lease agreement</li> <li>▪ Extend FAA lease agreement</li> <li>▪ Begin construction on 2023 hangar project</li> <li>▪ Begin construction on Phase II fence project</li> </ul>	

# Eau Claire County - Airport

## Quarterly Department Report - Summary

For Period Ending: Q2, 2023

Page: 1/1

Date Ran: 7/24/23

### 70 - Airport

Fund	Revenue:	Orig Budget 2023	Adj Budget 2023	Q1 2023	Q2 2023	Q3 2023	Q4 2023	YTD 2023	% of Budget
602	01-Tax Levy	407,050	407,050	101,763	101,763	0	0	203,526	50.00%
	04-Intergovernment Grants and Aid	482,890	482,890	66,445	0	0	0	66,445	13.76%
	06-Public Charges for Services	1,027,201	1,027,201	214,548	315,038	0	0	529,586	51.56%
	09-Other Revenue	90,050	90,050	22,722	23,845	0	0	46,567	51.71%
	11-Fund Balance Applied	223,481	2,594,201	0	0	0	0	0	0.00%

<b>Total Revenue - Airport</b>	<b>\$2,230,672</b>	<b>\$4,601,392</b>	<b>\$405,478</b>	<b>\$440,646</b>	<b>\$0</b>	<b>\$0</b>	<b>\$846,123</b>	<b>18.39%</b>
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Fund	Expenditures:	Orig Budget 2023	Adj Budget 2023	Q1 2023	Q2 2023	Q3 2023	Q4 2023	YTD 2023	% of Budget
602	01-Regular Wages	-428,194	-428,194	-87,468	-113,440	0	0	-200,908	46.92%
	02-OT Wages	-18,800	-18,800	-7,252	-2,436	0	0	-9,688	51.53%
	03-Payroll Benefits	-150,361	-150,361	-36,942	-41,209	0	0	-78,151	51.98%
	04-Contracted Services	-701,192	-701,192	-90,527	-92,043	0	0	-182,570	26.04%
	05-Supplies & Expenses	-158,200	-183,200	-44,342	-29,473	0	0	-73,815	40.29%
	07-Fixed Charges	-78,369	-78,369	-18,965	-25,121	0	0	-44,086	56.25%
	09-Equipment	-695,556	-3,041,276	-25,463	-106,588	0	0	-132,052	4.34%
	10-Other	0	0	-20,000	0	0	0	-20,000	0.00%

<b>Total Expense - Airport</b>	<b>-\$2,230,672</b>	<b>-\$4,601,392</b>	<b>-\$330,960</b>	<b>-\$410,310</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$741,269</b>	<b>16.11%</b>
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<b>Net Surplus/(-Deficit) - Airport</b>	<b>\$0</b>	<b>\$0</b>	<b>\$74,518</b>	<b>\$30,336</b>	<b>\$0</b>	<b>\$0</b>	<b>\$104,854</b>
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April 17, 2023-June 30, 2023

**We have implemented a targeted digital campaign with creative messaging and branding focused on EAU’s daily service with Sun Country to MSP / the connectivity beyond, and seasonal service to MCO.**

**Audience Target:**

We target a custom travel audience that consists of business travel, domestic travel, international travel, vacation travel, hotel bookings, travel enthusiasts, travel insurance, travel accessories, travel content, and interest in airline travel within EAU’s core catchment. We contextually target users while they’re on travel sites. (This is the placement of a display advertisement on websites that are directly relevant to travel intenders). The content within the ad is, therefore, directly related to the content on the site/page.



**Display and Remessaging creative:**

**Impressions served: 142,851 / Clicks: 157 / CTR: .17% (industry average is .06%) Total exposure: 511 hours and 18 minutes, average of 16 seconds spent with creative before someone acts.**







**Social Display Campaign:**

**Impressions served: 100,467 / Clicks: 262 / CTR: .26% (industry average is .06%) Total exposure: 200 hours and 55 minutes, average of 12 seconds spent with creative before someone acts.**



**Connected TV (OTT) Campaign:**

**Videos served: 144,401 / Completed Views: 137,171**

**Completed View Rate: 94.99% (industry average is 90%)**

**Clicks to site: 101 / CTR .07% (industry average is .02%)**





Behavioral Targeted Online Video (YouTube) Campaign:

- Videos served: 84,116 / Completed Views: 67,388
- Completed View Rate: 80.11% (industry average is 39%)
- Clicks to site: 65 / CTR .08% (industry average is .02%)

CVRA Connect to the places you love for less SD480

Paid Social (FB) Campaign:

- Impressions served: 217,546
- Clicks to site: 12,923
- CTR: 5.94% (industry average is .69%)
- Engagements (likes, comments, shares): 14,750

Chippewa Valley Regional Airport  
Sponsored ·

It's time to stop dreaming and start doing. Through Sun Country Airlines, we connect you to the places you love...for less! ✈️

CONNECT TO THE PLACES You Love... FOR LESS  
LEARN MORE!

chippewavalleyairport.com  
Fly Local - Fly EAU!  
Book that trip you've been... [Book now](#)

251 reactions · 68 comments · 17 shares

Like Comment Share





**EAU Website Google Analytics:**

Session default channel group ▾ +	↓ Users -----	Sessions -----	Engaged sessions -----	Average engagement time per session -----	Engaged sessions per user -----
	13,939 100% of total	17,010 100% of total	10,520 100% of total	0m 35s Avg 0%	0.75 Avg 0%
1 Organic Search	7,877	9,998	7,566	0m 46s	0.96
2 Direct	1,868	2,335	1,367	0m 33s	0.73
3 Organic Social	1,597	1,771	738	0m 10s	0.46
4 Display	1,341	1,383	50	0m 01s	0.04
5 Paid Social	885	1,003	419	0m 10s	0.47
6 Referral	366	451	332	1m 03s	0.91
7 Unassigned	114	115	0	0m 41s	0.00
8 Organic Video	46	52	9	0m 16s	0.20

**Chippewa Valley Regional Airport**  
Published by Kimme Rice · June 12 ·

It's time to stop dreaming and start doing. Through Sun Country Airlines, we connect you to the places you love...for less! ✈️

**VACATION TIME?**  
*Orlando Time!*

Chippewa Valley REGIONAL AIRPORT  
sun country airlines

**LEARN MORE!**

CHIPPEWAVALLEYAIRPORT.COM  
**Fly Local - Fly EAU!**  
Book that trip you've been waiting for

Learn more

77 25 12

- Lori Bishop**  
I love bringing my whole family to and from EAU. So much better than going to MSP! I hope they keep this flight forever.  
Like Reply Hide Send message 2h
- Author**  
Chippewa Valley Regional Airport  
Lori Bishop thanks for flying EAU!  
Like Reply 2h
- Lori Bishop**  
Chippewa Valley Regional Airport how long will you continue? EAU to MCO?  
Like Reply Hide Send message 1h
- Write a reply...
- Bill Ihlenfeldt**  
We lost big time in Eau Claire when we lost United Airlines. We need daily service either to MSP or Chicago that we can rely on. And it should not be by bus!!  
Like Reply Hide Send message 1d
- Kara Molstad**  
Promoting captivity of Dolphins means I will not be using this service. Very abusive practice  
Like Reply Hide Send message 2d
- Tina Schroeder Sellnow**  
Orlando direct should be year round . I'd definitely do it in winter  
Like Reply Hide Send message 4d
- Tami Schmitt**  
I'm flying EC in November, can't wait!!  
Like Reply Hide Send message 5d
- Author**  
Chippewa Valley Regional Airport  
Tami Schmitt thanks for flying EAU!  
Like Reply 5d

**Janice Henningfield**  
When do seasonal flights to/from Eau Claire to PVR become available?

Like Reply Hide 1w Edited

**Author**  
Chippewa Valley Regional Airport  
**Janice Henningfield** we don't currently have any direct flights from EAU-PVR but you could look into a connection through MSP by visiting [www.suncountry.com](http://www.suncountry.com).

SUNCOUNTRY.COM  
Sun Country Airlines - Low Fares. Nonstop Flights.

Like Reply Remove Preview 6d

**Diane Kornesczuk**  
When do Eau Claire to Punta Gorda Florida flights resume

Like Reply Hide 1w

**Author**  
Chippewa Valley Regional Airport  
**Diane Kornesczuk** Sun Country will once again offer seasonal direct flights from Eau Claire to Fort Myers, FL starting December 15, 2023.

Like Reply 6d

**Krissy Verbracken**  
Flew ec twice great experience

Like Reply Hide 1w

**Author**  
Chippewa Valley Regional Airport  
**Krissy Verbracken** thanks for flying EAU!

Like Reply 1w

**Shandell Settersten**  
All I can see are direct flight to Orlando in the summer 🙄 there are none in March.

Like Reply Hide 2w

**Author**  
Chippewa Valley Regional Airport  
**Shandell Settersten** the nonstop seasonal destinations rotate throughout the year. The nonstops in March will be to Fort Myers but you could connect through MSP to Orlando.

Like Reply 2w

**Nancy Lenfestey**  
Does sun country or any plane fly into Miami from Eau Claire?

Like Reply Hide 2w

**Nicholas Shoemaker**  
**Nancy Lenfestey** not without a MSP connection

Like Reply Hide 2w

Write a reply...

**Vicki Carey Glassbrenner**  
**Deb Hoffmann Clarke**

Like Reply Hide 2w

**Sue Shafer**  
Do u fly to Sanford Florida?

Like Reply Hide 6w

**Author**  
Chippewa Valley Regional Airport  
**Sue Shafer** we currently have nonstop flights from EAU to Orlando, FL or you can connect via MSP to Orlando. For fare and schedule information visit [www.suncountry.com](http://www.suncountry.com).

SUNCOUNTRY.COM  
Sun Country Airlines - Low Fares. Nonstop Flights.

Like Reply Remove Preview 6w

**Cindy Freeman**  
**Sue Shafer** Right now Alligiant is the only main airline that flies into Sanford. National, TUI Netherlands, and Interjet do but I don't know where they are even located. Would love it if someone came into EC and flew to Sanford 🙏

Like Reply Hide 4w

Write a reply...

**Jane Bauer**  
Thanks for sharing info!

Like Reply Hide 5w

**Sara Bushendorf**  
So excited to use EC 6/23!!! 🙌🙏 2

Like Reply Hide 6w

**Author**  
Chippewa Valley Regional Airport  
**Sara Bushendorf** thanks for flying EAU!

Like Reply 6w

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
25. Apr 18 – Chippewa County Board Meeting
26. Apr 18 – Eau Claire County Board Meeting
27. Apr 21 – MCO Inaugural Flight Kickoff
28. Apr 24 – Boy Scout Tour
29. Apr 26 – ChiHi Virtual Tours
30. Apr 27 – School Tour
31. May 6 – Pancake Breakfast
32. May 8 – Airport Post Season Snow Meeting
33. May 9 – CCEDC Job Fair in Terminal Parking Lot
34. May 11 – WAMA Legislative Day
35. May 15 – School Tour
36. May 23 – Runway Closure Email Notification
37. June 22 – Pilot Safety Email
38. July 3 – Quarterly Newsletter
39. July 19 – WQOW Fence Interview
40. July 21 – Runway Closure Tenant Notifications
41. August 1 – Chippewa Valley Musical Festival Terminal Filming
42. August 2 – ANA Summer Gathering
43. August 9 – LAS Media Advisory
44. August 11 – TSA Screening Tour

Upcoming Events

Wisconsin Aviation Conference, September 20-22, 2023

<u>Operational Area</u>	<u>Frequency</u>	<u>Next Review</u>	<u>Notes from Last Review and Areas for Improvement</u>
New Tenant Development	Annual	Aug-23	<ul style="list-style-type: none"> <li>- Contract with Volaire for air service retention/development.</li> <li>- New corporate hangar on the North side of the Airport.</li> <li>- Existing corporate hangar for lease on the North side of the Airport.</li> <li>- South Ramp Hangar in progress.</li> <li>- New airport owned box hangars in the South Hangar Area on hold due to high construction costs. Will continue to revisit in the future.</li> <li>- Some interest in new private hangar development in the South Hangar Area.</li> </ul>
Airline			
Aviation Business			
Non-Aviation Business			
Hangars			