

AGENDA
Chippewa Valley Regional Airport Commission
Friday, January 19, 2024 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. December 15, 2023 Regular Commission Meeting
 1. Discussion/Action
5. CVRA Finance and Activity Reports
 - a. Expense Vouchers and Financial Reports
 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
 - 2023 Airline Survey
 - Airport Community Outreach
 1. Discussion/Action

b. Airport Strategic Plan Update/Review - No update

1. Discussion/Action

c. Project Summary

- AIP 49 – Corporate Hangar Construction – FY21
- AIP 51 – Master Plan Update – FY 22
- AIP 54 – ARFF Truck Replacement – FY23
- AIP 55 – Phase II Fence Final Construction – FY23
- AIP 56 - South Hangar Construction – FY24
- Future AIP Project for Taxilane J, K and L Reconstruct – FY24
- Terminal Tile Replacement – FY24
- Terminal Parking Lot Addition – FY24

1. Discussion/Action

8. Previous Business:

a. Airport Recognition Program Quarterly Recipient

1. Discussion/Action

9. New Business:

a. Approval to Proceed with Terminal Door Project

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 839-7335, (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, December 15, 2023, 7:30 a.m.
Airport Terminal Conference Room
3800 Starr Ave, Eau Claire, WI

MEMBERS PRESENT: Commissioners Bill Hilgedick, David Hirsch, Peter Hoeft, Chuck Hull, Scott Smith and Barry Wells were present. Commissioner Scott Francis attended virtually.

MEMBERS ABSENT: None

OTHERS PRESENT: Heather DeLuka and Jon Myre-Airport Neighborhood Association, Shawn Styer-Hawthorne Aviation, Amy Michels-Mead & Hunt, Dan Templeton-Menards, Charity Zich-Airport Director, Todd Norrell-Maintenance Supervisor and Erin Switzer-Airport Administrative Specialist. Joe Hansen-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 Bill Hilgedick, David Hirsch, Peter Hoeft, Chuck Hull, Scott Smith and Barry Wells were present. Commissioner Scott Francis attended virtually.
4. **Approval of Minutes:**
 - a. **November 17, 2023 Regular Commission Meeting:**

On a motion by Com. Wells, seconded by Com. Hoeft, the minutes of the November 17, 2023 meeting were approved as submitted.
(Ayes 7-Nayes 0)
5. **CVRA Finance and Activity Reports:**
 - a. **Expense Vouchers, Credit Card Charges and Financial Report:**

On a motion by Com. Francis, seconded by Com. Hull, the expense vouchers were approved as presented.
(Ayes 7-Nayes 0)
 - b. **Key Indicators:**
 - **Airline Operations**
Airline Enplanements are up for the month and for the year.
 - **Car Rental Operations**
Cars rented are up for the month and for the year.
 - **Tower Operations**
Tower Operations are up for the month and for the year.
 - c. **Hangar Occupancy:** There are two t-hangar vacancies.

6. **Public Comment Period:** Heather DeLuka inquired about flying clubs at the airport and if they are new to us or at all related to the new aerobatic box.

7. **Operational Matters:**

a. **Airport Operations Report**

- **Airport Community Outreach:** Commissioners reviewed the Airport Community Outreach opportunities and events.

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

- **Operational Review:** The November Operational Review covered Air Terminal Leases and Maintenance.

c. **Project Summary**

- **AIP 49 - Corporate Hangar Construction – FY21:** There are a few punchlist items remaining to complete.
- **AIP 51 - Master Plan Update – FY22:** Progress on the Master Plan continues with a possible third public open house in 2024.
- **AIP 54 - ARFF Truck Replacement – FY23:** No update.
- **AIP 55 - Phase II Fence Final Construction – FY23:** The project is expected to begin in the spring.
- **AIP 56 - South Hangar Construction – FY23:** The State continues to work through the bid review process to determine if all bid documents are in order.
- **Future AIP Project for Taxilane J, K and L Reconstruct – FY24:** The Commission discussed the Taxilane K and L reconstruction project and gave direction to keep the middle taxilane connector as it is preferred by tenants.
- **Terminal Tile Replacement – FY23:** The submittals are in progress and proposed shop drawings have been submitted. The architect has provided record documents to the tile vendor who will hopefully be providing shop drawings soon.
- **Terminal Parking Lot Addition – FY23:** The 2nd lane installation is now scheduled for early 2024 after staffing changes and equipment issues from the installer have postponed the installation. We are still waiting for a final rescheduled installation date.

8. **Previous Business: None**

9. **New Business:**

a. **Approval of FAA Lease 679DCM-24-L-00040**

On a motion by Com. Wells, seconded by Com. Hull, FAA Lease 679DCM-24-L-00040 was approved as submitted.

(Ayes 7-Nayes 0)

b. **2024 Marketing Plan Draft**

On a motion by Com. Francis, seconded by Com. Smith, the 2024 Marketing Plan was approved as presented.

(Ayes 7-Nayes 0)

- c. **Proposed Closed Session pursuant to Wisconsin Stat. s. 19.85 (1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, To wit: Addendum 2 to Heartland Aviation, LLC Fixed-Base Operator's Agreement**

On a motion by Com. Hirsch, seconded by Com. Hull, the Commission entered into closed session at 8:11 am on the following Roll Call Vote – Ayes: Com. Francis, Hilgedick, Hirsch, Hoeft, Hull, Smith & Wells; Nays: None.

Commissioners returned from closed session at 8:43 am. Chair Hilgedick reported that the Commission gave direction to the Airport Director on proceeding with Addendum 2 to the FBO Agreement.

10. Discuss Future Agenda Items: None

11. Set Future Meeting Dates and Times: The next Regular Commission Meetings are planned for January 19, February 16 and March 15.

12. Adjournment:

On a motion by Com. Smith, seconded by Com. Wells, the meeting was adjourned at 8:45 am.

(Ayes 7-Nays 0)

Respectfully Submitted,

Scott Francis, Secretary

December Vouchers for approval January 19, 2024

Agenda Item 5a

| | | | | |
|---------------------------------------|--|----------------------|-------------------|-------------|
| Bartingale Mechanical | Terminal A/C Motor Repairs | 53510-248 | \$291.35 | 2023 |
| CBS Squared | Design/construction fees, South Ramp Hangar | 53510-820 | \$3,724.30 | 2023 |
| CBS Squared | Design/construction fees, South Ramp Hangar | 53510-820 | \$1,000.00 | 2023 |
| Cintas | Uniforms & Towels | 53510-298 | \$362.88 | 2023 |
| City of Eau Claire | Airline Scale Weights & Measures Inspection | 53510-248 | \$92.75 | 2023 |
| City of Eau Claire | Airport Water/Sewer Charges - Q4 | 53510-221 | \$14,851.74 | 2023 |
| <i>City of Eau Claire</i> | <i>ATCT Water/Sewer Charges - Q4</i> | <i>53515-221</i> | <i>\$253.77</i> | <i>2023</i> |
| Hudson Electric | Electrical/Network Connection, 2nd Exit Lane | 53510-820 | \$14,583.00 | 2023 |
| JM Janitorial | Janitorial Services, December | 53510-200 | \$634.50 | 2023 |
| Masters Building Solutions | 2023 Service Contract (2 of 2) | 53510-200 | \$1,705.00 | 2023 |
| M-B Companies | MB5 Broom/Bristle Replacements | 53510-246 | \$4,228.80 | 2023 |
| Mead & Hunt | PFC Application Services | 53510-299 | \$850.00 | 2023 |
| Parker Technology | Parking Intercom Calls, 2024 Annual Pay | 53510-200 | \$2,014.08 | |
| State of WI - Dept. of Transportation | AIP 51 - Master Plan Update | 53510-829 | \$498.18 | 2023 |
| State of WI - Dept. of Transportation | AIP 56 - South Ramp Hangar Construction | 53510-829 | \$1,283.59 | 2023 |
| State of WI - Dept. of Transportation | SOP 75 - Multi Unit Hangar Construction | 53510-829 | \$1,083.96 | 2023 |
| TAPCO | Parking Service Call - after hours | 53510-246 | \$206.25 | 2023 |
| Xcel Energy | Terminal Gas/Electric - December | 53510-222/224 | \$15,287.17 | 2023 |
| <i>Xcel Energy</i> | <i>ATCT Gas/Electric - December</i> | <i>53515-222/224</i> | <i>\$1,969.92</i> | <i>2023</i> |

ITALICIZED items = Tower Expenses

TOTAL **\$64,921.24****December Credit Card Charges**

| | | | | |
|-----------------------------|-------------------------------------|------------------|---------------------------|------|
| ROCKBOT | Marketing | 53510-327 | \$30.00 | |
| HILL FARMS - STATE OFC BLDG | Travel/Training | 53510-340 | \$4.00 | |
| VOLAIRE AVIATION INC. | Air Service | 53510-328 | \$1,500.00 | |
| GREAT LAKES CHAPTER AAAE | Membership | 53510-324 | \$35.00 | 2024 |
| MENOMONIE AREA CHAMBER | Membership | 53510-324 | \$321.00 | 2024 |
| INTUIT QUICKBOOKS ONLINE | Office Supply Refund | 53510-310 | -\$272.43 | |
| AMERICAN ASSOCIATION AAAE | Annual Dicast Training Subscription | 53510-340 | \$1,795.00 | 2024 |
| ADVANCE LOCAL MEDIA LLC | November Digital Marketing | 53510-327 | \$5,416.00 | |
| AMAZON | Marketing | 53510-327 | \$37.99 | |
| AMAZON | Marketing | 53510-327 | \$29.55 | |
| AMAZON | Marketing | 53510-327 | \$73.12 | |
| EBAY | <i>ATCT Building</i> | <i>53515-248</i> | <i>\$35.99</i> | |
| FEDEX 592517189 | Postage | 53510-311 | \$32.28 | |
| GOLD CROSS ANSWERING SVC | Telephone | 53510-225 | \$130.00 | |
| WINDCAVE INC. | Merchant Fees | 53510-200 | \$95.00 | |
| USPS PO 5616500077 | Postage | 53510-311 | \$332.78 | |
| STAPLES | Office Supply | 53510-310 | \$53.39 | |
| NEXSTAR | Marketing | 53510-327 | \$300.00 | |
| ID ENHANCEMENTS INC. | Badging Supply | 53510-310-650 | \$113.80 | |
| 1000 BULBS.COM | Building | 53510-248 | \$41.36 | |
| MENARDS EAU CLAIRE WEST | Building | 53510-248 | \$159.99 | |
| MENARDS EAU CLAIRE WEST | Grounds | 53510-246 | \$15.92 | |
| MENARDS EAU CLAIRE WEST | Vehicle | 53510-241 | \$50.95 | |
| SOUTHSIDE TIRE CF | Chevy Tires | 53510-241 | \$649.52 | |
| FARM & FLEET CF | Building | 53510-248 | \$99.99 | |
| MCCOY CF - CHIPPEWA FALLS | Case Loader Bushings/Pins | 53510-246 | \$681.06 | |
| ZORO TOOLS INC | Building | 53510-248 | \$196.86 | |
| FARM & FLEET CF | Building | 53510-248 | \$49.74 | |
| RED FLINT SAND AND GRAVEL | Grounds | 53510-246 | \$41.72 | |
| <i>1000 BULBS.COM</i> | <i>ATCT Building</i> | <i>53515-248</i> | <i>\$53.12</i> | |
| CED 1942 DS | Grounds | 53510-246 | -\$3.29 | |
| ZORO TOOLS INC | Building | 53510-248 | \$15.98 | |
| FOAM NOODLE | Building | 53510-248 | \$159.99 | |
| KURTH SHEET METAL | ARFF Exhaust Funnel | 53510-248 | \$1,590.00 | |
| | TOTAL | | <u>\$13,865.38</u> | |

| Chippewa Valley Regional Airport | | | | | | | |
|---|------------------------------|----------------------|-----------------------|------------------------------|-----------------------|----------------------------|--------------------|
| 2023 BUDGET COMPARISON Estimated December 31, 2023 | | | | | | | |
| | Item | 12 Month Budget 2023 | Budget YTD Allocated | Actual as of 12/31/23 (100%) | Variance YTD | Balance Remaining For Year | Estimate |
| Income | | | | 100.00% | | | |
| 41110 | Contrib From Eau Claire Cty | \$407,050 | \$407,050 | \$407,050 | \$0.00 | \$0.00 | \$407,050 |
| 43790 | Contrib From Chippewa Cty | \$132,890 | \$132,890 | \$132,890 | \$0.00 | \$0.00 | \$132,890 |
| Sub-Total Tax Revenue | | \$539,940 | \$539,940.00 | \$539,940.00 | \$0.00 | \$0.00 | \$539,940 |
| 46341 | Air Terminal | \$166,319 | \$166,319 | \$184,529 | \$18,210.32 | (\$18,210.32) | \$195,597 |
| 46342 | FBO | \$178,556 | \$178,556 | \$142,964 | (\$35,591.96) | \$35,591.96 | \$160,071 |
| 46343 | Airfield | \$124,945 | \$124,945 | \$129,264 | \$4,318.91 | (\$4,318.91) | \$129,264 |
| 46344 | Hangars | \$328,380 | \$328,380 | \$245,396 | (\$82,984.60) | \$82,984.60 | \$255,792 |
| 46345 | Parking | \$149,000 | \$149,000 | \$181,995 | \$32,995.41 | (\$32,995.41) | \$182,965 |
| 46346 | Rental Cars | \$80,000 | \$80,000 | \$203,290 | \$123,289.69 | (\$123,289.69) | \$203,290 |
| 46347 | Badging Revenue | \$0 | \$0 | \$5,373 | \$5,373.25 | (\$5,373.25) | \$5,373 |
| 46349 | Ground Handling | \$0 | \$0 | \$0 | \$0.00 | \$0.00 | \$0 |
| 48902 | Vehicle Fuel Reimbursement | \$18,000 | \$18,000 | \$26,490 | \$8,490.06 | (\$8,490.06) | \$26,490 |
| 48903 | Equipment Rental | \$1,200 | \$1,200 | \$1,975 | \$775.00 | (\$775.00) | \$1,975 |
| Sub-Total Operating Revenue | | \$1,046,400 | \$1,046,400 | \$1,121,277 | \$74,876.08 | -\$74,876 | \$1,160,817 |
| Sub-Total Taxes and Operating Rev. | | \$1,586,340.49 | \$1,586,340.49 | \$1,661,216.57 | \$74,876.08 | (\$74,876.08) | \$1,700,757.32 |
| 48691 | Other Revenue | \$5,000 | \$5,000 | \$14,126 | \$9,126.67 | (\$9,126.67) | \$14,126 |
| 48900 | Insurance Refunds | \$0 | \$0 | \$1,357 | \$1,357.44 | (\$1,357.44) | \$1,357 |
| 48901 | PFC | \$65,850 | \$65,850 | \$95,017 | \$29,167.16 | (\$29,167.16) | \$100,000 |
| 43690-91 | Airport Grants | \$350,000 | \$350,000 | \$0 | (\$350,000.00) | \$350,000.00 | \$0 |
| 49210 | Transfer Fr. Gen'l Fund | \$0 | \$0 | \$0 | \$0.00 | \$0.00 | \$0 |
| 49300 | Airport Fund Balance Applied | \$2,594,201 | \$223,481 | \$0 | (\$223,481.00) | \$2,594,201.00 | \$0 |
| Sub-Total Other Revenue | | \$3,015,051 | \$644,331.00 | \$110,500.27 | (\$533,830.73) | \$2,904,550.73 | \$115,483 |
| TOTAL INCOME | | \$4,601,391 | \$2,230,671.49 | \$1,771,716.84 | (\$458,954.65) | \$2,829,674.65 | \$1,816,240 |
| Expenses | | | | | | | |
| 53510-111 | Salary Perm-Regular | \$411,642 | \$411,642 | \$396,431.36 | (\$15,210.64) | \$15,210.64 | \$411,642 |
| -112 | Salary Perm-OT | \$18,800 | \$18,800 | \$12,294.42 | (\$6,505.58) | \$6,505.58 | \$17,000 |
| -114 | Salary-On Call Pay | \$5,200 | \$5,200 | \$4,900.00 | (\$300.00) | \$300.00 | \$5,200 |
| -121 | Salary Temp Regular | \$11,352 | \$11,352 | \$9,555.50 | (\$1,796.50) | \$1,796.50 | \$12,000 |
| -130 | Employee Benefits | \$4,200 | \$4,200 | \$4,200.00 | \$0.00 | \$0.00 | \$4,200 |
| -136 | PTO-ELB-Lump Sum Payout | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0 |
| -141 | Board & Comm Per Diem | \$5,000 | \$5,000 | \$3,465.00 | (\$1,535.00) | \$1,535.00 | \$5,000 |
| -142 | Cnty Brd & Comm Mile | \$1,200 | \$1,200 | \$699.14 | (\$500.86) | \$500.86 | \$1,200 |
| -151 | Social Security | \$34,194 | \$34,194 | \$30,292.20 | (\$3,901.80) | \$3,901.80 | \$33,500 |
| -152 | Retirement Emplr Share | \$25,871 | \$25,871 | \$27,717.59 | \$1,846.59 | (\$1,846.59) | \$27,718 |
| -153 | HSA Contribution | \$4,500 | \$4,500 | \$5,500.00 | \$1,000.00 | (\$1,000.00) | \$5,500 |
| -154 | Hos & Health Ins | \$75,312 | \$75,312 | \$91,049.40 | \$15,737.40 | (\$15,737.40) | \$91,049 |
| -155 | Life Insurance | \$84 | \$84 | \$79.94 | (\$4.06) | \$4.06 | \$80 |
| -158 | Unemployment Comp | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0 |
| -164 | Dental Insurance | \$0 | \$0 | \$903.84 | \$903.84 | (\$903.84) | \$904 |
| -200 | Contract Svcs | \$31,820 | \$31,820 | \$20,873.86 | (\$10,946.14) | \$10,946.14 | \$23,820 |
| -212 | Attorney Fees | \$6,000 | \$6,000 | \$7,377.50 | \$1,377.50 | (\$1,377.50) | \$7,500 |
| -213 | Accounting & Audit | \$6,000 | \$6,000 | \$5,798.66 | (\$201.34) | \$201.34 | \$6,000 |
| -221 | Water & Sewer | \$59,822 | \$59,822 | \$57,588.36 | (\$2,234.04) | \$2,234.04 | \$57,588 |
| -222 | Electric | \$109,180 | \$109,180 | \$116,940.66 | \$7,760.66 | (\$7,760.66) | \$116,941 |
| -224 | Gas & Fuel Oil | \$55,620 | \$55,620 | \$37,004.48 | (\$18,615.52) | \$18,615.52 | \$37,004 |
| -225 | Telephone | \$4,000 | \$4,000 | \$3,000.00 | (\$1,000.00) | \$1,000.00 | \$4,000 |
| -226 | Cellular Phone | \$2,500 | \$2,500 | \$1,796.05 | (\$703.95) | \$703.95 | \$2,500 |
| -227 | Dataline/Internet | \$500 | \$500 | \$909.14 | \$409.14 | (\$409.14) | \$909 |
| -241 | Motor Vehicle Maint | \$15,000 | \$15,000 | \$14,185.17 | (\$814.83) | \$814.83 | \$15,000 |
| -246 | Grounds Maint | \$110,000 | \$110,000 | \$104,808.16 | (\$5,191.84) | \$5,191.84 | \$110,000 |
| -248 | Building Maint | \$32,000 | \$32,000 | \$42,030.70 | \$10,030.70 | (\$10,030.70) | \$43,000 |
| -249 | Service on Machines | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0 |
| -297 | Refuse Collection | \$1,800 | \$1,800 | \$1,437.98 | (\$362.02) | \$362.02 | \$1,438 |
| -298 | Laundry Services | \$4,040 | \$4,040 | \$4,170.12 | \$130.12 | (\$130.12) | \$4,170 |
| -299 | Sundry Contract Services | \$222,000 | \$222,000 | \$139,870.02 | (\$82,129.98) | \$0.00 | \$184,000 |
| -310 | Office Supplies | \$500 | \$500 | \$814.94 | \$314.94 | (\$314.94) | \$815 |
| -311 | Postage and Box Rent | \$800 | \$800 | \$168.38 | (\$631.62) | \$631.62 | \$500 |
| -313 | Printing & Dup | \$800 | \$800 | \$364.16 | (\$435.84) | \$435.84 | \$450 |
| -320 | Ref Materials | \$250 | \$250 | \$265.30 | \$15.30 | (\$15.30) | \$265 |
| -321 | Publish Legal Notices | \$150 | \$150 | \$30.00 | (\$120.00) | \$120.00 | \$30 |
| -324 | Membership Dues | \$4,000 | \$4,000 | \$3,683.00 | (\$317.00) | \$317.00 | \$3,683 |
| -327 | Marketing | \$85,000 | \$85,000 | \$53,048.39 | (\$31,951.61) | \$31,951.61 | \$75,000 |
| -328 | Airline Recruitment | \$15,000 | \$15,000 | \$15,000.00 | \$0.00 | \$0.00 | \$15,000 |
| -340 | Travel-Train, Conf & Misc. | \$15,000 | \$15,000 | \$13,350.36 | (\$1,649.64) | \$1,649.64 | \$13,400 |
| -366 | Fire fight supplies | \$4,500 | \$4,500 | \$305.00 | (\$4,195.00) | \$4,195.00 | \$305 |

| | Item | 12 Month Budget 2023 | Budget YTD Allocated | Actual as of 12/31/23 (100%) | Variance YTD | Balance Remaining For Year | Estimate |
|-----------|------------------------------------|-----------------------|-----------------------|------------------------------|-------------------------|----------------------------|-----------------------|
| -377 | Vehicle Fuel | \$50,000 | \$50,000 | \$47,348.18 | (\$2,651.82) | \$2,651.82 | \$47,500 |
| -510 | Insurance | \$78,369 | \$78,369 | \$71,859.82 | (\$6,509.18) | \$6,509.18 | \$78,369 |
| -515 | Insurance Claims | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0 |
| -615 | Special Assessment | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0 |
| -813 | Office Equipment | \$2,500 | \$2,500 | \$4,947.58 | \$2,447.58 | (\$2,447.58) | \$5,000 |
| -310-650 | Badging | \$0 | \$0 | \$7,465.59 | \$7,465.59 | (\$7,465.59) | \$8,000 |
| -933 | Bank Service Charges | \$7,200 | \$7,200 | \$6,329.05 | (\$870.95) | \$870.95 | \$6,329 |
| | Sub-Total Operating Expense | \$1,521,706.40 | \$1,521,706.40 | \$1,369,859.00 | (\$151,847.40) | \$151,847.40 | \$1,483,509.80 |
| 53515-221 | ATCT Water-Sewer-Strmwtr | \$1,096 | \$1,096 | \$1,030.90 | (\$65.02) | \$65.02 | \$1,031 |
| -222 | ATCT Electricity | \$19,570 | \$19,570 | \$21,100.37 | \$1,530.37 | (\$1,530.37) | \$21,100 |
| -224 | ATCT Gas & Fuel Oil | \$4,244 | \$4,244 | \$3,115.33 | (\$1,128.27) | \$1,128.27 | \$3,115 |
| -225 | ATCT Telephone | \$1,000 | \$1,000 | \$720.00 | (\$280.00) | \$280.00 | \$1,000 |
| -248 | ATCT Building Maintenance | \$15,000 | \$15,000 | \$11,785.00 | (\$3,215.00) | \$3,215.00 | \$13,000 |
| | Sub-Total Tower Expense | \$40,910 | \$40,909.52 | \$37,751.60 | (\$3,157.92) | \$3,157.92 | \$39,247 |
| 53610-810 | Capital Equipment | \$0 | \$0 | \$5,905.99 | \$5,905.99 | (\$5,905.99) | \$5,906 |
| -820 | Capital Improvement | \$2,795,000 | \$2,795,000 | \$347,098.13 | (\$2,447,901.87) | \$2,447,901.87 | \$347,098 |
| -829 | Other Capital Improvement | \$243,776 | \$243,776 | \$111,430.45 | (\$132,345.55) | \$132,345.55 | \$111,430 |
| 59280-920 | Transfer to General Fund | \$0 | \$0 | \$20,000.00 | \$20,000.00 | (\$20,000.00) | \$20,000 |
| 58102-613 | Principal/Trust Fund | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0 |
| 58202-613 | Interest/Trust Fund | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0 |
| | Sub-Total Capital Expense | \$3,038,776 | \$3,038,776.00 | \$484,434.57 | (\$2,554,341.43) | \$2,554,341.43 | \$484,434 |
| | TOTAL EXPENSE | \$4,601,392 | \$4,601,392 | \$1,892,045 | (\$2,709,346.75) | \$2,709,346.75 | \$2,007,191 |
| | NET OPERATING INCOME | \$0 | (\$2,370,720) | (\$120,328.33) | | \$120,327.90 | -\$190,950 |
| | <u>Cash Balance</u> | | | | | | |
| | Per 2020 Audit Report | 2,393,606 | | | | | |
| | Per 2021 Audit Report | 3,096,503 | | | | | |
| | Per 2022 Audit Report | 3,174,668 | | | | | |
| | 2023 Estimate | 2,983,718 | | | | | |

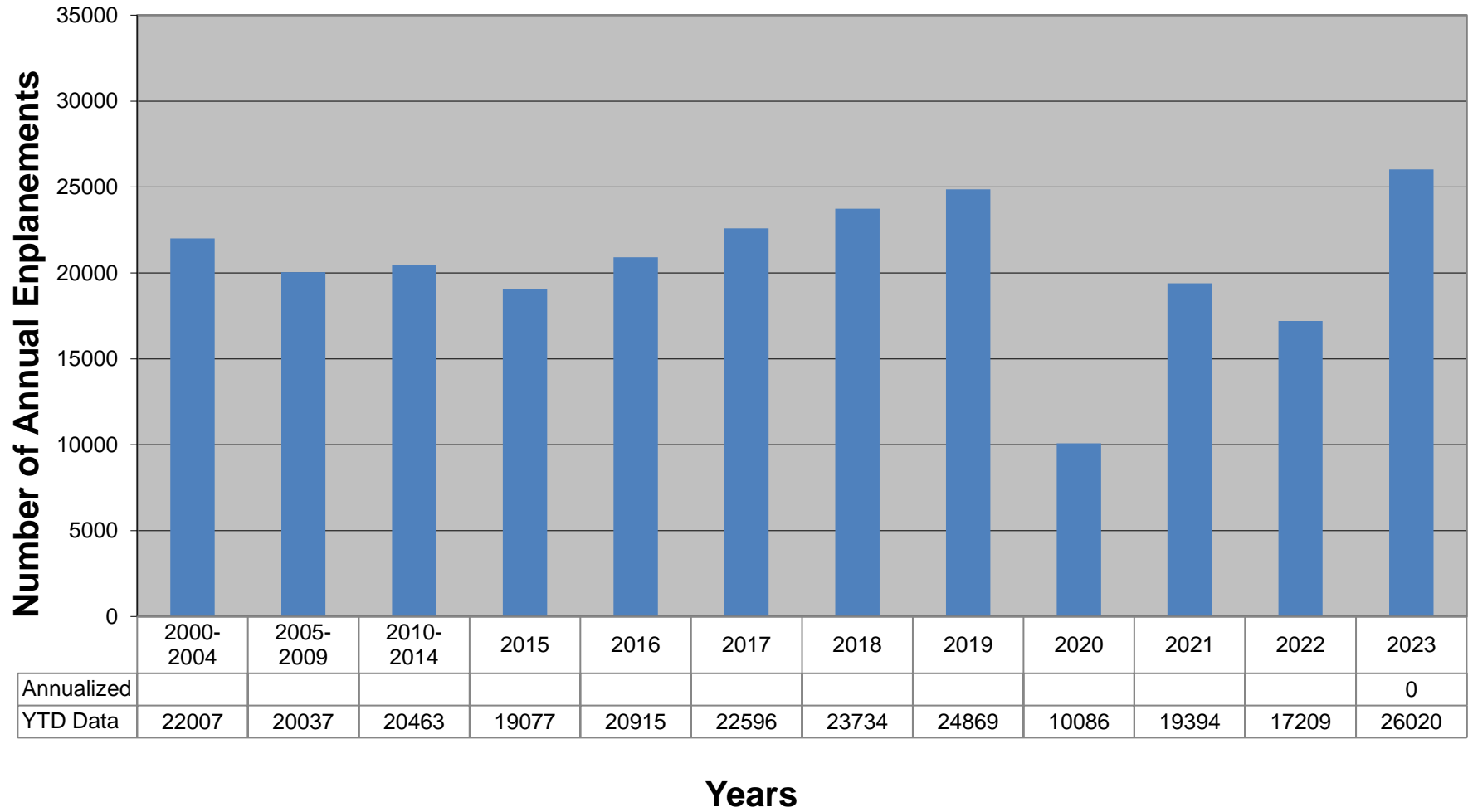
Chippewa Valley Regional Airport
Traffic Statistics
 December 2023

| AIRLINE PASSENGERS | Month | | % Diff. | Year to date | | % Diff. |
|-------------------------|------------|----------|---------|--------------|-------------|---------|
| | 2023 | 2022 | | 2023 | 2022 | |
| EAU-ORD | 0 | 867 | | 0 | 16082 | |
| EAU-MSP | 637 | 0 | | 9358 | 0 | |
| EAU-RSW | 1132 | 0 | | 5720 | 0 | |
| EAU-MCO | 0 | 0 | | 4664 | 0 | |
| EAU-LAS | <u>554</u> | <u>0</u> | | 4813 | 0 | |
| CHARTERS Enplaned | | | | <u>1465</u> | <u>1127</u> | |
| Total Enplaned | 2323 | 867 | 168% | 26020 | 17209 | 51% |
| ORD-EAU | 0 | 728 | | 0 | 16258 | |
| MSP-EAU | 648 | 0 | | 8132 | 0 | |
| RSW-EAU | 940 | 0 | | 5719 | 0 | |
| MCO-EAU | 0 | 0 | | 4533 | 0 | |
| LAS-EAU | <u>608</u> | <u>0</u> | | 5073 | 0 | |
| CHARTERS Deplaned | | | | <u>1465</u> | <u>1127</u> | |
| Total Deplaned | 2196 | 728 | 202% | 24922 | 17385 | 43% |
| Total Enplaned/Deplaned | 4519 | 1595 | 183% | 50942 | 34594 | 47% |

| AIRLINE PERFORMANCE | 2023 | 2022 | | 2023 | 2022 | |
|----------------------------|----------|----------|-------|----------|----------|------|
| Scheduled Flights/Landings | 26 | 17 | 53% | 283 | 487 | -42% |
| Canceled Flights | | | | | | |
| Xnld for Wx | 0 | 1 | | 1 | 11 | |
| Xnld for Mx | 0 | 0 | | 1 | 1 | |
| <u>Xnld Other</u> | <u>0</u> | <u>0</u> | | <u>2</u> | <u>2</u> | |
| Total | 0 | 1 | -100% | 4 | 14 | -71% |
| Total Landings | 26 | 16 | 63% | 279 | 473 | -41% |
| Total Inbound Seats | 4836 | 800 | 505% | 51894 | 23650 | |

| LANDLINE PASSENGERS | | |
|---------------------|-------|------------|
| Leg O&D | Month | Total |
| EAU-MSP | Dec | 182 |
| MSP-EAU | Dec | <u>158</u> |
| TOTAL | | 340 |

Chippewa Valley Regional Airport Scheduled Air Carrier and Charter Enplanements



Years

Number of Cars Rented

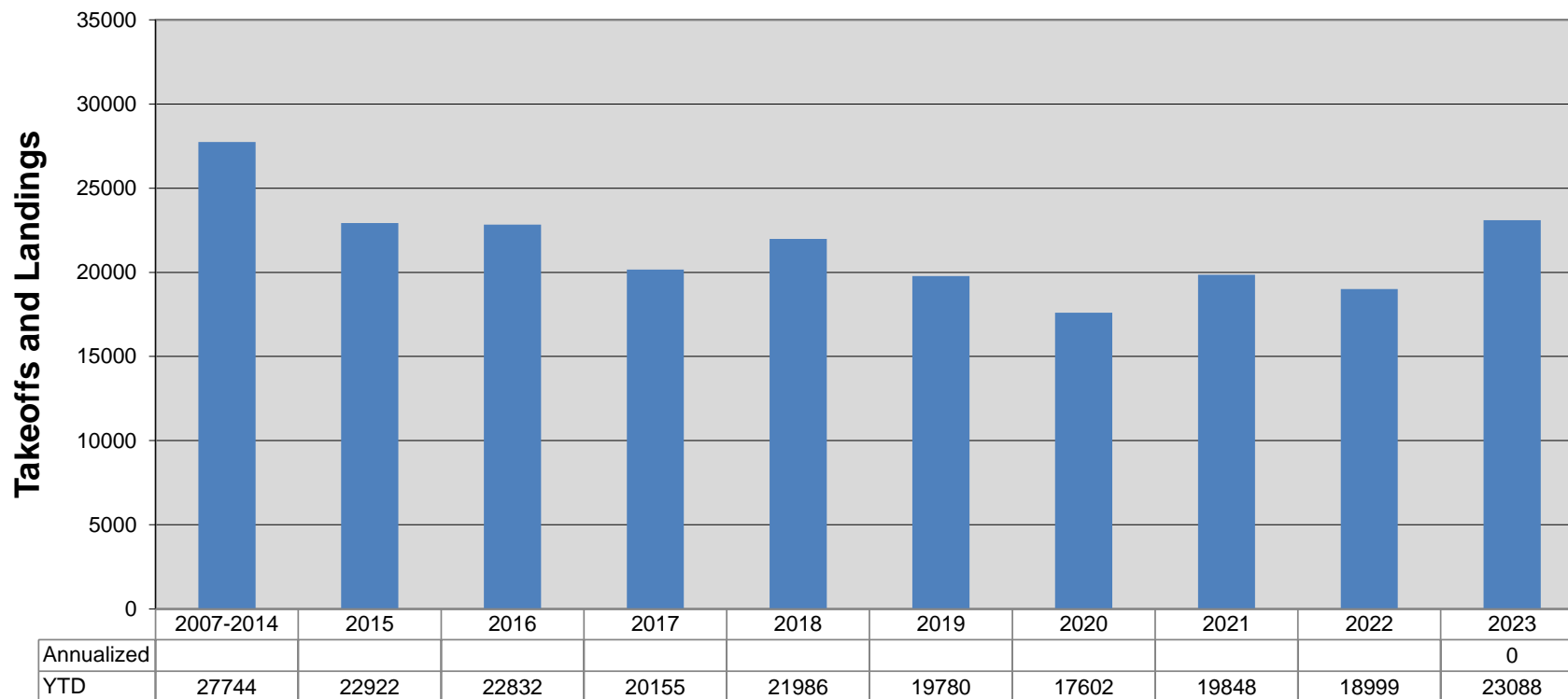
| | <u>2023</u> | <u>2022</u> | 23/22 % Diff. |
|-----------|-------------|-------------|---------------|
| January | 379 | 366 | 4% |
| February | 348 | 239 | 46% |
| March | 486 | 455 | 7% |
| April | 417 | 396 | 5% |
| May | 492 | 504 | -2% |
| June | 566 | 503 | 13% |
| July | 609 | 496 | 23% |
| August | 648 | 519 | 25% |
| September | 525 | 491 | 7% |
| October | 533 | 481 | 11% |
| November | 471 | 400 | 18% |
| December | 485 | 343 | 41% |
| YTD | 5959 | 4850 | 23% |

Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 December 2023

| | | Month | | % Diff. | Year to date | | % Diff. |
|--------------|------------------------|--------------|-------------|----------------|---------------------|-------------|----------------|
| | | 2023 | 2022 | | 2023 | 2022 | |
| Itinerant | Air Carrier | 57 | 37 | 54% | 539 | 62 | 769% |
| | Communter/ Air Taxi | 124 | 89 | 39% | 1665 | 1899 | -12% |
| | GA | 948 | 564 | 68% | 14119 | 12725 | 11% |
| | Military | 32 | 17 | 88% | 455 | 459 | -1% |
| Local | GA | 388 | 146 | 166% | 6154 | 3752 | 64% |
| | Military | <u>22</u> | <u>6</u> | 267% | <u>156</u> | <u>102</u> | 53% |
| TOTAL | | 1571 | 859 | 83% | 23088 | 18999 | 22% |

Chippewa Valley Regional Airport Annual Air Traffic Control Tower Operations



Years

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

Answered: 20 Skipped: 0

| | EXTREMELY SATISFIED | SATISFIED | NEUTRAL | DISSATISFIED | EXTREMELY DISSATISFIED | N/A | TOTAL | WEIGHTED AVERAGE |
|----------------------------------|---------------------|-------------|-------------|--------------|------------------------|-------------|-------|------------------|
| Ticket Pricing | 45.00% 9 | 25.00% 5 | 25.00% 5 | 0.00% 0 | 0.00% 0 | 5.00% 1 | 20 | 1.79 |
| Local Airline Check-In Process | 55.00% 11 | 30.00% 6 | 10.00% 2 | 5.00% 1 | 0.00% 0 | 0.00% 0 | 20 | 1.65 |
| Local Airline Customer Service | 60.00% 12 | 25.00% 5 | 15.00% 3 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 20 | 1.55 |
| Local Airline Reliability | 45.00% 9 | 40.00% 8 | 10.00% 2 | 5.00% 1 | 0.00% 0 | 0.00% 0 | 20 | 1.75 |
| Luggage Pick-Up | 40.00% 8 | 35.00% 7 | 10.00% 2 | 0.00% 0 | 0.00% 0 | 15.00% 3 | 20 | 1.65 |
| Overall Local Airline Experience | 45.00% 9 | 40.00% 8 | 5.00% 1 | 5.00% 1 | 5.00% 1 | 0.00% 0 | 20 | 1.85 |
| Terminal Facility | 75.00% 15 | 20.00% 4 | 5.00% 1 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 20 | 1.30 |
| Terminal Signage | 70.00% 14 | 25.00% 5 | 5.00% 1 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 20 | 1.35 |
| Terminal Restrooms | 65.00% 13 | 25.00% 5 | 5.00% 1 | 5.00% 1 | 0.00% 0 | 0.00% 0 | 20 | 1.50 |
| Parking Signage & Convenience | 70.00% 14 | 30.00% 6 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 20 | 1.30 |
| Parking Affordability | 60.00% 12 | 20.00% 4 | 5.00% 1 | 0.00% 0 | 0.00% 0 | 15.00% 3 | 20 | 1.35 |
| Restaurant Customer Service | 55.00% 11 | 5.00% 1 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 40.00% 8 | 20 | 1.08 |
| Overall Airport Experience | 55.00% 11 | 35.00% 7 | 10.00% 2 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 20 | 1.55 |

| # | COMMENTS: | DATE |
|---|--|-------------------|
| 1 | I love the grass-fed beef for the burgers at Hanger 54. | 7/25/2023 5:12 PM |
| 2 | Do we have a local airline? We don't need to use an airport to get a bus to MSP. Sun Country really fleeced somebody on this deal. We will rent a car and fly Delta when we get to the cities! | 7/6/2023 4:00 PM |
| 3 | Bathrooms were not clean. TSA very slow to check us through | 5/30/2023 1:52 PM |
| 4 | Love this local airport!!! | 3/3/2023 8:22 AM |
| 5 | Sun Country? Really? I have preferred to fly out of Eau Claire because of the convenience. | 2/3/2023 12:30 PM |

2023 Air Passenger Survey

More so with Northwest then Delta. I got used to United, but I do not like getting around O'Hare and would have preferred Delta put in a bid for the contract.

| | | |
|---|--|-------------------|
| 6 | I love this small airport with Sun Country dliggts so close to home. It saved me a trip driving to MSP for my mom to drop us off for our trip. | 2/2/2023 6:59 PM |
| 7 | Great restaurant and food.always a great experience. | 1/9/2023 6:55 PM |
| 8 | It was great flying out of EAU and not having to drive to MSP! We would love a couple more options of flight destinations:) | 1/9/2023 11:37 AM |
| 9 | Eau claire is great airport to fly out of!!! Keep up the great work | 1/9/2023 10:16 AM |

Q2 What is the reason for your travel today?

Answered: 17 Skipped: 3

| ANSWER CHOICES | RESPONSES | |
|------------------------|-----------|-----------|
| Vacation | 64.71% | 11 |
| Business | 23.53% | 4 |
| School | 0.00% | 0 |
| Military/Government | 0.00% | 0 |
| Other (please specify) | 11.76% | 2 |
| TOTAL | | 17 |

| # | OTHER (PLEASE SPECIFY) | DATE |
|---|------------------------|------------------|
| 1 | Travel to see family | 7/6/2023 4:01 PM |
| 2 | Not today | 1/9/2023 2:50 PM |

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

Answered: 17 Skipped: 3

| ANSWER CHOICES | RESPONSES | |
|------------------------|-----------|-----------|
| Always | 5.88% | 1 |
| Usually | 11.76% | 2 |
| Sometimes | 41.18% | 7 |
| Rarely | 29.41% | 5 |
| Never | 0.00% | 0 |
| Other (please specify) | 11.76% | 2 |
| TOTAL | | 17 |

| # | OTHER (PLEASE SPECIFY) | DATE |
|---|---|------------------|
| 1 | But not anymore. Didn't mind flying to O'Hare and then flying to RSW on United. At least we | 7/6/2023 4:12 PM |

2023 Air Passenger Survey

went to the airport to fly, not take a bus!

| | | |
|---|---|-------------------|
| 2 | I used to use it a lot, now I will barely use it until regularly scheduled service at least twice a day returns. Preferably via Delta. Thank you. | 2/3/2023 12:32 PM |
|---|---|-------------------|

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

Answered: 17 Skipped: 3

| ANSWER CHOICES | RESPONSES |
|------------------------|-------------|
| Delta Air Lines | 17.65% 3 |
| United Airlines | 17.65% 3 |
| Southwest Airlines | 23.53% 4 |
| Sun Country Airlines | 29.41% 5 |
| Other (please specify) | 11.76% 2 |
| TOTAL | 17 |

| # | OTHER (PLEASE SPECIFY) | DATE |
|---|------------------------|------------------|
| 1 | United | 1/9/2023 6:57 PM |
| 2 | No travel in year | 1/9/2023 2:51 PM |

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

Answered: 17 Skipped: 3

| ANSWER CHOICES | RESPONSES |
|-------------------------|--------------|
| Airline Loyalty Program | 0.00% 0 |
| Price | 23.53% 4 |
| Reliability | 0.00% 0 |
| Schedule | 70.59% 12 |
| Other (please specify) | 5.88% 1 |
| TOTAL | 17 |

| # | OTHER (PLEASE SPECIFY) | DATE |
|---|---|------------------|
| 1 | Can flt Delta from MSP to RSW cheaper than taking the bus with Sun Country. | 7/6/2023 4:12 PM |

Q6 If cost is a primary reason for flying out of another airport, what price range below is the most you would be willing to pay over the lowest ticket

price from another airport to fly out of the Chippewa Valley Regional Airport (round trip) rather than an alternate airport?

Answered: 17 Skipped: 3

| ANSWER CHOICES | RESPONSES | |
|----------------|-----------|----|
| \$0 | 0.00% | 0 |
| \$50 | 35.29% | 6 |
| \$100 | 23.53% | 4 |
| \$150 or More | 0.00% | 0 |
| N/A | 41.18% | 7 |
| TOTAL | | 17 |

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

Answered: 12 Skipped: 8

| # | RESPONSES | DATE |
|----|--|--------------------|
| 1 | More flights to different destinations | 7/28/2023 12:13 PM |
| 2 | None | 7/25/2023 5:16 PM |
| 3 | Open TSA earlier. | 5/30/2023 1:53 PM |
| 4 | More flight options. | 3/3/2023 8:36 AM |
| 5 | N/A | 3/3/2023 8:19 AM |
| 6 | More destinations beyond RSW and MSP direct. | 2/21/2023 3:46 PM |
| 7 | We need a couple more departure and arrival days on Sun Country during the week. Flying EAU to PHX on April 17 was great. 5:15 departure gets into PHX 9:30 am. Return trip is on April 20. Love the PHX departure time of 11:30 am but there is no evening return trip so I am renting a car one way. | 2/21/2023 3:43 PM |
| 8 | Please see previous comments. | 2/3/2023 12:32 PM |
| 9 | More destinations. | 1/11/2023 3:45 AM |
| 10 | No | 1/9/2023 2:53 PM |
| 11 | More destinations and a restaurant while waiting after security | 1/9/2023 11:38 AM |
| 12 | Sun country, more choices to fly direct to.... | 1/9/2023 10:19 AM |

2024 Community/Stakeholder Outreach

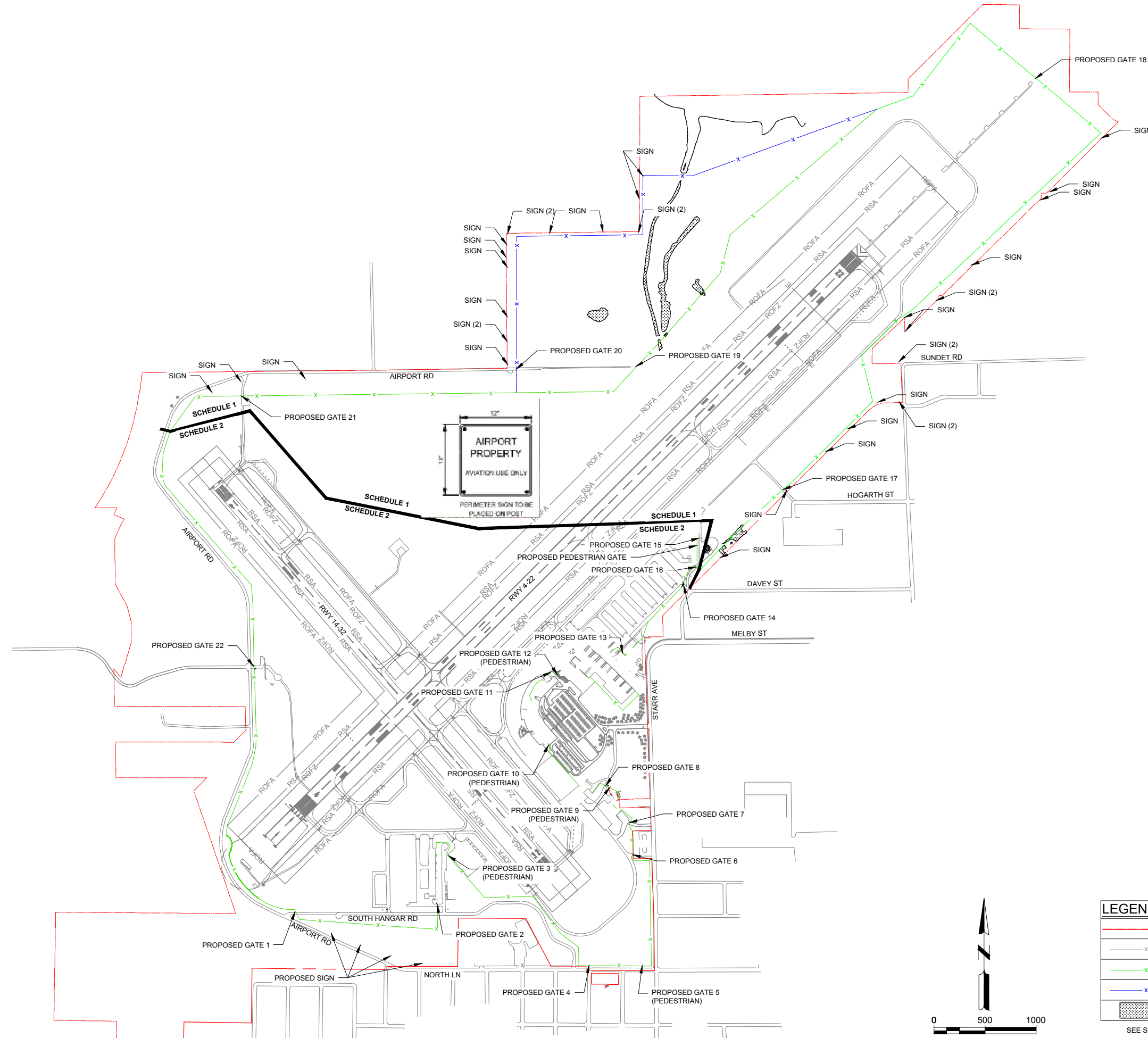
1. Jan 4 – Airport Newsletter
2. Jan 4 – Kiwanis Club Presentation
3. Jan 8 – Airline PFC Meeting
4. Jan 10 – WEAU Interview
5. Jan 10 – Leader Telegram Interview
6. Jan 18 – Leadership Chippewa Falls

Upcoming Events

Chippewa Valley Airshow, June 28-29, 2025

**CHIPPEWA VALLEY REGIONAL AIRPORT
WILDLIFE EXCLUSION FENCE AND WILDLIFE
MANAGEMENT**

3800 STARR AVENUE
EAU CLAIRE, WI 54703



PRINT IN COLOR

| LEGEND: | |
|---------|---|
| | EXISTING AIRPORT PROPERTY LINE |
| | EXISTING 6' FENCE |
| | PROPOSED 10' WILDLIFE EXCLUSION FENCE, WITH 3-STRAND BARBED WIRE AND WILDLIFE SKIRT |
| | PROPOSED 8' PERIMETER FENCE |
| | EXISTING WETLAND |

SEE SHEET G-033 FOR GATE TYPE AND ADDITIONAL GATE INFORMATION

ISSUED

AP NO: 3-55-0019-53-22
MMH NO: 2309919-191153.02
DATE: June 13, 2022
DESIGNED BY: ACM
DRAWN BY: GTO
CHECKED BY: MAB
DO NOT SCALE DRAWINGS

SHEET CONTENTS
SIGN LOCATIONS

SHEET NO.

Eau Claire County
Chippewa Valley Regional Airport
Project: EAU 1018/AIP 56/SAP

Federal Share 90%; State/Local 50/50

| Project Details | Total Cost | FAA 90% Share | State Share | Local Share |
|--------------------------------------|---------------------|----------------------|--------------------|---------------------|
| Hangar BIL Funded | \$ 1,128,596 | \$ 1,015,736 | | \$ 112,860 |
| Hangar Local Funded | \$ 2,025,459 | | | \$ 2,025,459 |
| CA Contract | \$ 97,420 | | | \$ 97,420 |
| State Admin/Advertising | 22,913 | | | \$ 22,913 |
| Total Estimated Project Costs | \$ 3,274,388 | \$ 1,015,736 | \$ - | \$ 2,258,652 |

| 2023 | Name | Company | Accomplishment | Monthly Winner |
|-----------------|--------------|-------------|--|----------------|
| <i>October</i> | Todd Norrell | CVRA | Todd recently volunteered his time after work hours to represent the Airport at the Eau Claire County Trunk or Treat event for Airport and County employees to attend with their families. Thanks, Todd for going the extra mile for such a fun event! | X |
| <i>November</i> | - | | | |
| | - | | | |
| <i>December</i> | Gail Moore | Midwest ATC | A student pilot called the Airport office to share how much he appreciated his very positive interaction with Gail on his first trip into EAU. He reported that she was very helpful and that she commented to him how well he flew in and out of EAU. I'm confident this pilot will be back to EAU thanks to Gail's customer service and positive attitude! | X |

Agenda Item 8a