

AGENDA
Chippewa Valley Regional Airport Commission
Monday, February 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. January 19, 2024 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 Update
 - Airport Community Outreach
 1. Discussion/Action

b. Airport Strategic Plan Update/Review

1. Discussion/Action

c. Project Summary

- AIP 51 – Master Plan Update – FY 22
- AIP 54 – ARFF Truck Replacement – FY23
- AIP 55 – Phase II Fence Final Construction – FY23
- AIP 57 - South Hangar Construction – FY24
- Future AIP Project for Taxilane J, K and L Reconstruct
- Terminal Tile Replacement
- Terminal Parking Lot Addition

1. Discussion/Action

8. Previous Business:

a. Airport Hangar Waiting List Policy

1. Discussion/Action

9. New Business:

a. Approval of Federal Aviation Administration Passenger Facility Charge (PFC) Application 2024-04-C-00-EAU

1. Discussion/Action

b. 2025 Chippewa Valley Airshow Contract

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, January 19, 2024, 7:30 a.m.
Airport Terminal Conference Room
3800 Starr Ave, Eau Claire, WI

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

MEMBERS ABSENT: None

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

1. **Call to Order:** Chair Bill Hilgedick called the meeting to order at 7:35 am.
2. **Confirmation of Meeting Notice:** The meeting was noticed.
3. **Roll Call:** Commissioners Scott Francis, Bill Hilgedick, David Hirsch, Peter Hoeft, Chuck Hull, Scott Smith and Barry Wells were present.
4. **Approval of Minutes:**
 - a. **December 15, 2023 Regular Commission Meeting:**

On a motion by Com. Hirsch, seconded by Com. Wells, the minutes of the December 15, 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. The passenger counts exceeded 50,000 for the year which was 51% over 2022 and the first time we have exceeded 50,000 since 2004.
 - **Car Rental Operations**

Cars rented are up for the month and for the year. These were nearly the highest number of rentals ever, second only to 2019 which exceeded 6,000.
 - **Tower Operations**

Tower Operations are up for the month and for the year with the highest operations count since 2013.

c. **Hangar Occupancy:** There is one t-hangar vacancy.

6. **Public Comment Period:** None

7. **Operational Matters:**

a. **Airport Operations Report**

- **2023 Airline Survey:** Commissioners reviewed the Passenger Survey responses.
- **Airport Community Outreach:** Commissioners reviewed the Airport Community Outreach opportunities and events.

b. **Airport Strategic Plan Update/Review:** None

c. **Project Summary**

- **AIP 49 - Corporate Hangar Construction – FY21:** There are a few punchlist items remaining to complete.
- **AIP 51 - Master Plan Update – FY22:** In progress.
- **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. Commissioners were supportive of adding additional signage on Airport property in areas that are not covered by the fence project to discourage non-aeronautical use.
- **AIP 56 - South Hangar Construction – FY23:** The Commission reviewed the proposed project funding structure.

On a motion by Com. Wells, seconded by Com. Hoeft, the Commission approved proceeding with sponsor-only funding for the South Hangar Construction project while the application for federal funding is pending.

(Ayes 7-Nayes 0)

- **Future AIP Project for Taxilane J, K and L Reconstruct – FY24:** The project is expected to go to bid in March.
- **Terminal Tile Replacement – FY23:** No update.
- **Terminal Parking Lot Addition – FY23:** The vendor indicated that the equipment should now be ready for installation in early spring.

8. **Previous Business:**

a. **Airport Recognition Program Quarterly Recipient:** Commissioners selected Gail Moore from Midwest ATC as the Quarter 4 - 2023 Recognition Program recipient. She was nominated by a student pilot for providing excellent customer service.

9. New Business:

a. Approval to proceed with Terminal Door Project

The Airport Director discussed plans to install a new egress door into the secured area of the terminal with the project estimated to cost \$25,000.

On a motion by Com. Francis, seconded by Com. Hirsch, the Commission approved proceeding with the Terminal Door project.

(Ayes 7-Nayes 0)

10. Discuss Future Agenda Items: None

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

12. Adjournment:

On a motion by Com. Francis, seconded by Com. Hoeft, the meeting was adjourned at 8:30 am.

(Ayes 7-Nayes 0)

Respectfully Submitted,

Scott Francis, Secretary

January Vouchers for approval February 16, 2024

Bartingale - Jamar Company		378	53510-248	\$251.25	
CBS Squared	Design/construction fees, South Ramp Hangar		53510-820	\$781.75	
Cintas	Uniforms & Towels		53510-298	\$530.25	
GenComm	Toro Mower Radio Repairs		53510-246	\$162.50	
Halliday Technologies	Annual RT3 Calibration & Maintenance		53510-200	\$3,130.25	2023
Hudson Electric	Electrical/Network Word, 2nd Exit Lane, Final		53510-820	\$4,861.00	
JM Janitorial	Janitorial Services, January		53510-200	\$796.50	
Lakeland Door	Airline Garage Doors - Spring Replacements		53510-248	\$500.50	
Mead & Hunt	PFC Application Services		53510-299	\$12,228.75	2023
Mead & Hunt	PFC Application Services		53510-299	\$1,264.32	
Northwest Enterprises	Arctic Box Blade for New Holland Tractor		53510-246	\$494.45	
Stratford Sign	Monument Sign Lighting Repairs		53510-248	\$950.00	
Viking Electric	(26) Bulbs for terminal can-light LED conversions		53510-248	\$372.32	
WJMC/WAQE/WKFX	Radio Ads		53510-327	\$999.00	
Xcel Energy	Terminal Gas/Electric - January		53510-222/224	\$16,474.24	
Xcel Energy	ATCT Gas/Electric - January		53515-222/224	\$1,987.52	
			TOTAL	<u>\$45,784.60</u>	

ITALICIZED items = Tower Expenses

January Credit Card Charges

ROCKBOT	Marketing		53510-327	\$30.00	2023
WISCONSIN AIRPORT MGMT	Membership		53510-324	\$1,000.00	
USPS	Postage		53510-311	\$9.73	
ADVANCE LOCAL MEDIA LLC	December Digital Marketing		53510-327	\$4,166.00	2023
STAPLES	Janitorial		53510-248	\$131.48	2023
JOHNSON CONTROLS FIRE	Terminal Alarm Monitoring		53510-248	\$457.93	
STAPLES	Office Supply		53510-310	\$3.79	2023
WINDCAVE INC.	Merchant Fees		53510-200	\$95.00	2023
AMAZON	Office Equipment		53510-813	\$186.12	
HANGAR 54 GRILL	Marketing		53510-327	\$41.40	
AMAZON	Office Supply		53510-310	\$53.45	
GOLD CROSS ANSWERING SVC	Answering Service		53510-225	\$130.00	
BUREAU V. NAT. ELEVATOR	ATCT Elevator Inspection		53515-248	\$82.00	2023
PER MAR SECURITY	ATCT Alarm Monitoring		53515-248	\$178.68	
AMC- LLC	Grounds		53510-246	\$250.00	2023
NASSCO INC.	Janitorial		53510-248	\$413.03	
NEXSTAR	Marketing		53510-327	\$300.00	2023
PARKER TECHNOLOGY	Parking Answering Service		53510-200	\$70.20	2023
EAU CLAIRE CHAMBER	Marketing		53510-327	\$50.00	
ROCKBOT	Marketing		53510-327	\$30.00	
STAPLES	Copy Paper		51451-310-381	\$41.49	
STAPLES	Office Supply		53510-310	\$3.96	
STAPLES	Janitorial		53510-248	\$56.36	
FLEET PRIDE 580	Vehicles		53510-241	\$83.97	2023
CED -1942 DS ELECTRIC	Building		53510-248	\$255.81	2023
FOAM NOODLE	Building		53510-248	\$85.49	
MOTION INDUSTRIES	Building		53510-248	\$33.90	
MENARDS EAU CLAIRE WEST	Grounds		53510-246	\$75.99	
MENARDS EAU CLAIRE WEST	Building		53510-248	\$60.19	
O'REILLY AUTO PARTS	Vehicles		53510-241	\$272.90	
STAPLES	Building		53510-248	\$624.73	
STAPLES	Office Supply		53510-310	\$10.88	
GOODIN COMPANY	Building		53510-248	\$98.59	
GOODIN COMPANY	Grounds		53510-246	\$2.34	
PETERBILT OF EAU CLAIRE	Grounds		53510-246	\$3.26	
PETERBILT OF EAU CLAIRE	Grounds		53510-246	\$36.95	
LF GEORGE - EAU CLAIRE	Grounds		53510-246	\$99.56	
GERMAN BLISS EQUIPMENT	Grounds		53510-246	\$336.40	
RONCO ENGINEERING	Vehicles		53510-241	\$7.53	
FARM & FLEET CF	Vehicles		53510-241	\$65.98	
FARM & FLEET CF	Building		53510-248	\$44.88	
			TOTAL	<u>\$9,979.97</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	\$195,013	\$28,694.32	(\$28,694.32)	\$198,519
46342	FBO	\$178,556	\$178,556	\$161,306	(\$17,250.17)	\$17,250.17	\$161,306
46343	Airfield	\$124,945	\$124,945	\$129,264	\$4,318.91	(\$4,318.91)	\$129,264
46344	Hangars	\$328,380	\$328,380	\$249,908	(\$78,471.79)	\$78,471.79	\$256,569
46345	Parking	\$149,000	\$149,000	\$183,024	\$34,023.85	(\$34,023.85)	\$183,024
46346	Rental Cars	\$80,000	\$80,000	\$203,372	\$123,372.45	(\$123,372.45)	\$203,372
46347	Badging Revenue	\$0	\$0	\$6,093	\$6,093.25	(\$6,093.25)	\$6,093
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	\$2,075	\$875.00	(\$875.00)	\$2,075
Sub-Total Operating Revenue		\$1,046,400	\$1,046,400	\$1,156,546	\$110,145.88	-\$110,146	\$1,166,713
Sub-Total Taxes and Operating Rev.		\$1,586,340.49	\$1,586,340.49	\$1,696,486.37	\$110,145.88	(\$110,145.88)	\$1,706,652.62
48691	Other Revenue	\$5,000	\$5,000	\$14,258	\$9,257.67	(\$9,257.67)	\$14,258
48900	Insurance Refunds	\$0	\$0	\$1,357	\$1,357.44	(\$1,357.44)	\$1,357
48901	PFC	\$65,850	\$65,850	\$98,811	\$32,960.89	(\$32,960.89)	\$98,811
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	\$2,594,201	\$0	(\$2,594,201.00)	\$2,594,201.00	\$0
Sub-Total Other Revenue		\$3,015,051	\$3,015,051.00	\$114,426.00	(\$2,900,625.00)	\$2,900,625.00	\$114,426
TOTAL INCOME		\$4,601,391	\$4,601,391.49	\$1,810,912.37	(\$2,790,479.12)	\$2,790,479.12	\$1,821,079
Expenses							
53510-111	Salary Perm-Regular	\$411,642	\$411,642	\$412,847.60	\$1,205.60	(\$1,205.60)	\$412,848
-112	Salary Perm-OT	\$18,800	\$18,800	\$12,865.72	(\$5,934.28)	\$5,934.28	\$12,866
-114	Salary-On Call Pay	\$5,200	\$5,200	\$5,100.00	(\$100.00)	\$100.00	\$5,100
-121	Salary Temp Regular	\$11,352	\$11,352	\$9,734.69	(\$1,617.31)	\$1,617.31	\$9,735
-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	\$3,870.00	(\$1,130.00)	\$1,130.00	\$3,870
-142	Cnty Brd & Comm Mile	\$1,200	\$1,200	\$750.23	(\$449.77)	\$449.77	\$750
-151	Social Security	\$34,194	\$34,194	\$31,522.75	(\$2,671.25)	\$2,671.25	\$31,523
-152	Retirement Emplr Share	\$25,871	\$25,871	\$28,892.58	\$3,021.58	(\$3,021.58)	\$28,893
-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	\$87.08	\$3.08	(\$3.08)	\$87
-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	\$24,099.11	(\$7,720.89)	\$7,720.89	\$24,099
-212	Attorney Fees	\$6,000	\$6,000	\$9,522.50	\$3,522.50	(\$3,522.50)	\$9,523
-213	Accounting & Audit	\$6,000	\$6,000	\$5,798.66	(\$201.34)	\$201.34	\$5,799
-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	\$3,670.00	(\$330.00)	\$330.00	\$3,670
-226	Cellular Phone	\$2,500	\$2,500	\$2,070.35	(\$429.65)	\$429.65	\$2,070
-227	Dataline/Internet	\$500	\$500	\$909.14	\$409.14	(\$409.14)	\$909
-241	Motor Vehicle Maint	\$15,000	\$15,000	\$14,885.65	(\$114.35)	\$114.35	\$15,000
-246	Grounds Maint	\$110,000	\$110,000	\$105,734.01	(\$4,265.99)	\$4,265.99	\$110,000
-248	Building Maint	\$32,000	\$32,000	\$44,344.61	\$12,344.61	(\$12,344.61)	\$45,000
-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	\$153,363.09	(\$68,636.91)	\$0.00	\$184,000
-310	Office Supplies	\$500	\$500	\$595.90	\$95.90	(\$95.90)	\$815
-311	Postage and Box Rent	\$800	\$800	\$533.44	(\$266.56)	\$266.56	\$533
-313	Printing & Dup	\$800	\$800	\$661.11	(\$138.89)	\$138.89	\$661
-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	\$58,935.05	(\$26,064.95)	\$26,064.95	\$65,000
-328	Airline Recruitment	\$15,000	\$15,000	\$16,500.00	\$1,500.00	(\$1,500.00)	\$16,500
-340	Travel-Train, Conf & Misc.	\$15,000	\$15,000	\$13,354.36	(\$1,645.64)	\$1,645.64	\$13,354
-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	\$47,738.87	(\$2,261.13)	\$2,261.13	\$47,739
-510	Insurance	\$78,369	\$78,369	\$71,859.82	(\$6,509.18)	\$6,509.18	\$71,860
-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	\$7,844.71	\$7,844.71	(\$7,844.71)	\$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	\$1,422,445.80	(\$99,260.60)	\$99,260.60	\$1,464,610.14
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	\$960.00	(\$40.00)	\$40.00	\$960
-248	ATCT Building Maintenance	\$15,000	\$15,000	\$11,874.21	(\$3,125.79)	\$3,125.79	\$12,000
Sub-Total Tower Expense		\$40,910	\$40,909.52	\$38,080.81	(\$2,828.71)	\$2,828.71	\$38,207
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	\$1,944,961	(\$2,656,430.74)	\$2,656,430.74	\$1,987,251
NET OPERATING INCOME		\$0	(\$0)	(\$134,048.81)		\$134,048.38	-\$166,172
<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	3,008,496					

Chippewa Valley Regional Airport

2024 BUDGET COMPARISON Estimated January 31, 2024

	Item	12 Month Budget 2024	Budget YTD Allocated	Actual as of 1/31/24 (8.33%)	Variance YTD	Balance Remaining For Year
Income			8.33%			
41110	Contrib From Eau Claire Cty	\$407,050	\$33,921	\$33,921	(\$0.00)	\$373,129.17
43790	Contrib From Chippewa Cty	\$132,890	\$11,074	\$0	(\$11,074.17)	\$132,890.00
	Sub-Total Tax Revenue	\$539,940	\$44,995.00	\$33,920.83	(\$11,074.17)	\$506,019.17
46341	Air Terminal	\$187,247	\$15,604	\$10,040	(\$5,563.77)	\$177,206.98
46342	FBO	\$226,602	\$18,884	\$18,416	(\$467.53)	\$208,186.15
46343	Airfield	\$107,000	\$8,917	\$10,789	\$1,871.89	\$96,211.44
46344	Hangars	\$258,845	\$21,570	\$50,218	\$28,647.63	\$208,626.82
46345	Parking	\$155,000	\$12,917	\$19,818	\$6,901.36	\$135,181.97
46346	Rental Cars	\$135,000	\$11,250	\$11,215	(\$34.82)	\$123,784.82
46347	Badging Revenue	\$1,500	\$0	\$130	\$130.00	\$1,370.00
46349	Ground Handling	\$0	\$0	\$0	\$0.00	\$0.00
48902	Vehicle Fuel Reimbursement	\$18,000	\$1,500	\$3,618	\$2,118.32	\$14,381.68
48903	Equipment Rental	\$1,200	\$100	\$100	\$0.00	\$1,100.00
	Sub-Total Operating Revenue	\$1,090,394	\$90,741	\$124,344	\$33,603.08	\$966,050
	Sub-Total Taxes and Operating Rev.	\$1,630,334.12	\$135,736.18	\$158,265.09	\$22,528.91	\$1,472,069.03
48691	Other Revenue	\$5,000	\$417	\$0	(\$416.67)	\$5,000.00
48900	Insurance Refunds	\$0	\$0	\$0	\$0.00	\$0.00
48901	PFC	\$74,360	\$6,197	\$0	(\$6,196.67)	\$74,360.00
43690-91	Airport Grants	\$0	\$0	\$0	\$0.00	\$0.00
49210	Transfer Fr. Gen'l Fund	\$0	\$0	\$0	\$0.00	\$0.00
49300	Airport Fund Balance Applied	\$1,285,018	\$107,085	\$0	(\$107,084.83)	\$1,285,018.00
	Sub-Total Other Revenue	\$1,364,378	\$113,698.17	\$0.00	(\$113,698.17)	\$1,364,378.00
	TOTAL INCOME	\$2,994,712	\$249,434.34	\$158,265.09	(\$91,169.25)	\$2,836,447.03
	Expenses					
53510-111	Salary Perm-Regular	\$442,900	\$36,908	\$51,047.51	\$14,139.18	\$391,852.49
-112	Salary Perm-OT	\$20,850	\$1,738	\$2,561.90	\$824.40	\$18,288.10
-114	Salary-On Call Pay	\$5,200	\$433	\$600.00	\$166.67	\$4,600.00
-121	Salary Temp Regular	\$12,218	\$1,018	\$594.86	(\$423.31)	\$11,623.14
-130	Employee Benefits	\$4,200	\$350	\$350.00	\$0.00	\$3,850.00
-136	PTO-ELB-Lump Sum Payout	\$0	\$0	\$0.00	\$0.00	\$0.00
-141	Board & Comm Per Diem	\$5,000	\$417	\$810.00	\$393.33	\$4,190.00
-142	Cnty Brd & Comm Mile	\$1,500	\$125	\$127.07	\$2.07	\$1,372.93
-151	Social Security	\$36,810	\$3,068	\$3,925.84	\$858.34	\$32,884.16
-152	Retirement Emplr Share	\$31,159	\$2,597	\$3,707.65	\$1,111.07	\$27,451.35
-153	HSA Contribution	\$5,250	\$438	\$0.00	(\$437.50)	\$5,250.00
-154	Hos & Health Ins	\$96,350	\$8,029	\$8,435.82	\$406.65	\$87,914.18
-155	Life Insurance	\$89	\$7	\$14.28	\$6.86	\$74.72
-158	Unemployment Comp	\$0	\$0	\$0.00	\$0.00	\$0.00
-164	Dental Insurance	\$904	\$0	\$165.44	\$165.44	\$738.56
-165	Vision Insurance	\$0	\$0	\$11.52	\$11.52	(\$11.52)
-200	Contract Svcs	\$31,640	\$2,637	\$2,810.58	\$173.91	\$28,829.42
-212	Attorney Fees	\$6,500	\$542	\$0.00	(\$541.67)	\$6,500.00
-213	Accounting & Audit	\$6,000	\$500	\$0.00	(\$500.00)	\$6,000.00
-221	Water & Sewer	\$61,617	\$5,135	\$0.00	(\$5,134.72)	\$61,616.66
-222	Electric	\$118,450	\$9,871	\$10,086.72	\$215.89	\$108,363.28
-224	Gas & Fuel Oil	\$61,800	\$5,150	\$6,387.52	\$1,237.52	\$55,412.48
-225	Telephone	\$4,200	\$350	\$0.00	(\$350.00)	\$4,200.00
-226	Cellular Phone	\$2,500	\$208	\$45.00	(\$163.33)	\$2,455.00
-227	Dataline/Internet	\$500	\$42	\$0.00	(\$41.67)	\$500.00
-241	Motor Vehicle Maint	\$16,000	\$1,333	\$0.00	(\$1,333.33)	\$16,000.00
-246	Grounds Maint	\$110,000	\$9,167	\$1,606.95	(\$7,559.72)	\$108,393.05
-248	Building Maint	\$33,000	\$2,750	\$1,124.07	(\$1,625.93)	\$31,875.93
-249	Service on Machines	\$0	\$0	\$0.00	\$0.00	\$0.00
-297	Refuse Collection	\$1,900	\$158	\$0.00	(\$158.33)	\$1,900.00
-298	Laundry Services	\$5,000	\$417	\$530.35	\$113.68	\$4,469.65
-299	Sundry Contract Services	\$160,000	\$13,333	\$1,264.32	(\$12,069.01)	\$0.00
-310	Office Supplies	\$500	\$42	\$0.00	(\$41.67)	\$500.00

	Item	12 Month Budget 2024	Budget YTD Allocated	Actual as of 1/31/24 (8.33%)	Variance YTD	Balance Remaining For Year
-311	Postage and Box Rent	\$800	\$67	\$0.00	(\$66.67)	\$800.00
-313	Printing & Dup	\$800	\$67	\$0.00	(\$66.67)	\$800.00
-320	Ref Materials	\$250	\$21	\$0.00	(\$20.83)	\$250.00
-321	Publish Legal Notices	\$150	\$13	\$0.00	(\$12.50)	\$150.00
-324	Membership Dues	\$4,000	\$333	\$999.00	\$665.67	\$3,001.00
-327	Marketing	\$60,000	\$5,000	\$0.00	(\$5,000.00)	\$60,000.00
-328	Airline Recruitment	\$20,000	\$1,667	\$0.00	(\$1,666.67)	\$20,000.00
-340	Travel-Train, Conf & Misc.	\$15,000	\$1,250	\$0.00	(\$1,250.00)	\$15,000.00
-366	Fire fight supplies	\$4,500	\$375	\$0.00	(\$375.00)	\$4,500.00
-377	Vehicle Fuel	\$50,000	\$4,167	\$0.00	(\$4,166.67)	\$50,000.00
-510	Insurance	\$82,332	\$6,861	\$5,064.80	(\$1,796.20)	\$77,267.20
-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	\$3,000	\$250	\$0.00	(\$250.00)	\$3,000.00
-310-650	Badging	\$1,500	\$125	\$920.00	\$795.00	\$580.00
-933	Bank Service Charges	\$7,200	\$600	\$581.23	(\$18.77)	\$6,618.77
Sub-Total Operating Expense		\$1,531,568.66	\$127,555.39	\$103,772.43	(\$23,782.96)	\$1,427,796.23
53515-221	ATCT Water-Sewer-Strmwtr	\$1,129	\$94	\$0.00	(\$94.07)	\$1,128.88
-222	ATCT Electricity	\$20,600	\$1,717	\$1,536.97	(\$179.70)	\$19,063.03
-224	ATCT Gas & Fuel Oil	\$5,665	\$472	\$450.55	(\$21.53)	\$5,214.45
-225	ATCT Telephone	\$1,000	\$83	\$0.00	(\$83.33)	\$1,000.00
-248	ATCT Building Maintenance	\$15,000	\$1,250	(\$10.89)	(\$1,260.89)	\$15,010.89
Sub-Total Tower Expense		\$43,394	\$3,616.16	\$1,976.63	(\$1,639.53)	\$41,417.25
53610-810	Capital Equipment	\$0	\$0	\$0.00	\$0.00	\$0.00
-820	Capital Improvement	\$1,065,000	\$88,750	\$5,642.75	(\$83,107.25)	\$1,059,357.25
-829	Other Capital Improvement	\$354,750	\$29,563	\$0.00	(\$29,562.50)	\$354,750.00
59280-920	Transfer to General Fund	\$0	\$0	\$0.00	\$0.00	\$0.00
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
Sub-Total Capital Expense		\$1,419,750	\$118,312.50	\$5,642.75	(\$112,669.75)	\$1,414,107.25
TOTAL EXPENSE		\$2,994,713	\$249,484	\$111,392	(\$138,092.24)	\$2,883,320.73
NET OPERATING INCOME		\$0	(\$50)	\$46,873.28		(\$46,873.70)
Cash Balance						
	Per 2020 Audit Report	2,393,606				
	Per 2021 Audit Report	3,096,503				
	Per 2022 Audit Report	3,174,668				
	2023 Estimate	3,008,496				

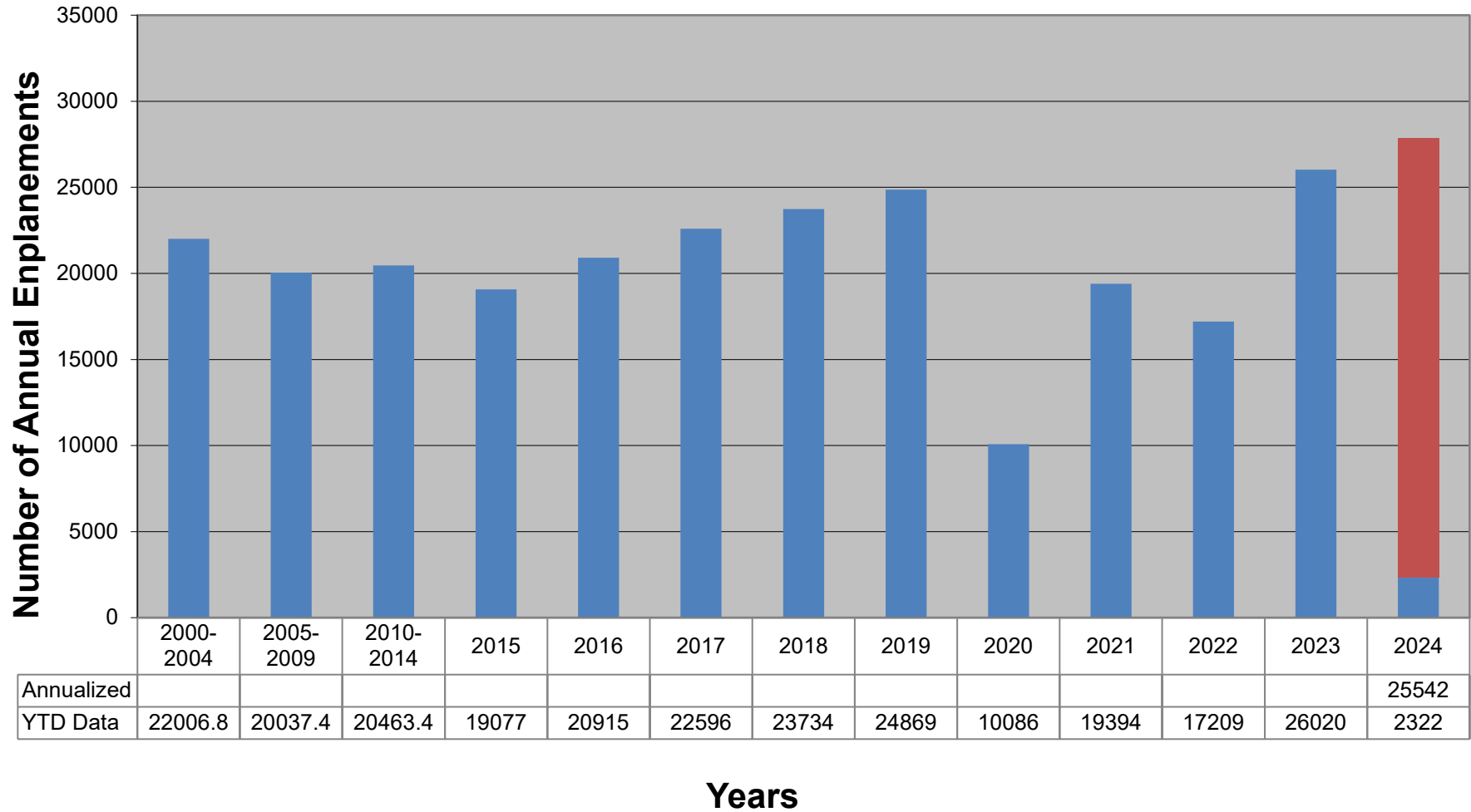
Chippewa Valley Regional Airport
Traffic Statistics
 378

AIRLINE PASSENGERS	Month		% Diff.
	2024	2023	
EAU-MSP	821	1420	
EAU-RSW	1319	1380	
EAU-MCO	0	0	
EAU-LAS	<u>0</u>	<u>0</u>	
CHARTERS Enplaned			
Total Enplaned	2140	2800	-24%
MSP-EAU	401	730	
RSW-EAU	1385	1436	
MCO-EAU	0	0	
LAS-EAU	<u>0</u>	<u>0</u>	
CHARTERS Deplaned			
Total Deplaned	1786	2166	-18%
Total Enplaned/Deplaned	3926	4966	-21%

AIRLINE PERFORMANCE	2024	2023	
Scheduled Flights/Landings	23	28	-18%
Canceled Flights			
Xnld for Wx	1	0	
Xnld for Mx	0	0	
Xnld Other	<u>0</u>	<u>0</u>	
Total	1	0	#DIV/0!
Total Landings	22	28	-21%
Total Inbound Seats	4092	1400	192%

LANDLINE PASSENGERS		
Leg O&D	Month	Total
EAU-MSP	Jan	178
MSP-EAU	Jan	<u>149</u>
	TOTAL	327

Chippewa Valley Regional Airport Scheduled Air Carrier and Charter Enplanements



Number of Cars Rented

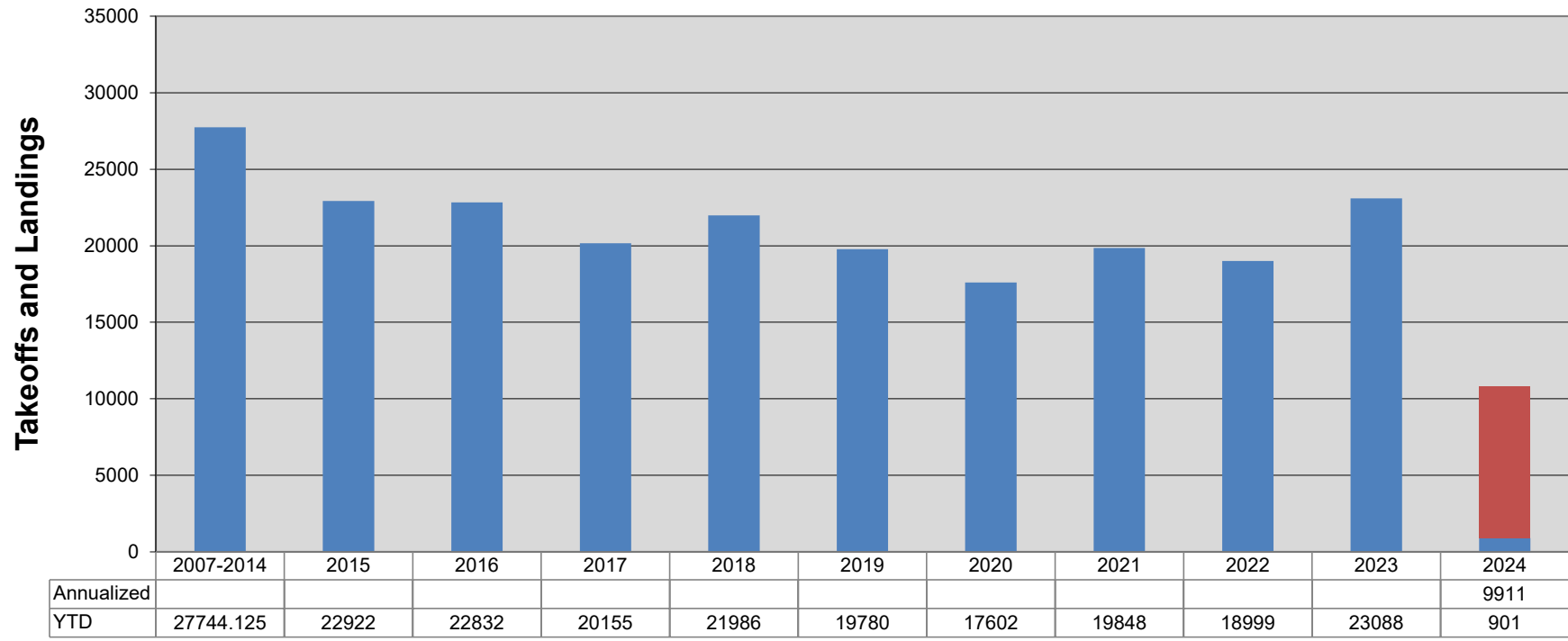
	<u>2024</u>	<u>2023</u>	24/23 % Diff.
January	378	379	0%
February		348	-100%
March		486	-100%
April		417	-100%
May		492	-100%
June		566	-100%
July		609	-100%
August		648	-100%
September		525	-100%
October		533	-100%
November		471	-100%
December		485	-100%
YTD	378	379	0%

Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
January 2024

		Month		% Diff.
		2024	2023	
Itinerant	Air Carrier	45	53	-15%
	Commuter/ Air Taxi	107	59	81%
	GA	528	576	-8%
	Military	13	17	-24%
Local	GA	192	160	20%
	Military	<u>16</u>	<u>6</u>	167%
TOTAL		901	871	3%
Overflight		75	56	

Chippewa Valley Regional Airport Annual Air Traffic Control Tower Operations



Years

QUARTER 4 2023

Airport

SELECTED PERFORMANCE MEASURES	
Number of Revenue Passenger Enplanements/Deplanements	50,942
Aircraft Operations During Tower Hours	23,088
SUMMARY OF CURRENT ACTIVITIES	
<ul style="list-style-type: none"> ▪ Airport Master Plan Update ▪ Bidding new South Ramp Hangar project ▪ Planning work for multiple future State and Federal funded projects ▪ Ongoing airport badging program ▪ New Airport PFC application ▪ Airport terminal exterior tile replacement ▪ Parking lot second exit lane construction coordination ▪ TSA lease renewal completed, work continues on FAA lease renewal ▪ Ongoing air service promotion ▪ County code amendment for flying club ordinance ▪ Determining impacts of WI Act 12 ▪ Preparation for Winter operations ▪ Terminal area security improvement planning ▪ Completion of new lease for private hangar construction 	
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 ▪ Potential Impacts of FAA Reauthorization Bill proposals being considered in Congress ▪ Change in WI personal property tax collections for privately owned hangars on airport property 	
CURRENT COLLABORATIONS (INTERNAL AND EXTERNAL)	
<ul style="list-style-type: none"> ▪ State and Federal legislation advocacy with Wisconsin Airport Management Association ▪ Working with Planning and Development and Corporation Counsel on WI Act 12 	
GOALS FOR NEXT QUARTER	
<ul style="list-style-type: none"> ▪ Complete second exit lane project ▪ Complete application for new PFC collection ▪ Complete FAA lease renewal ▪ Award bids for South Ramp Hangar project ▪ Determine start date for construction on Phase II fence project ▪ Complete terminal area security improvements ▪ Complete terminal exterior tile replacement project ▪ Complete code amendment update for flying clubs ▪ Determine path forward to respond to changes from WI Act 12 	

Eau Claire County - Airport

Quarterly Department Report - Summary

For Period Ending: Q4, 2023

Page: 1/1

Date Ran: 2/5/24

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	101,763	101,763	407,052	100.00%
	04-Intergovernment Grants and Aid	482,890	482,890	66,445	0	66,445	0	132,890	27.52%
	06-Public Charges for Services	1,027,201	1,027,201	214,548	315,038	263,663	286,361	1,079,609	105.10%
	09-Other Revenue	90,050	90,050	22,722	23,845	41,545	31,484	119,596	132.81%
	11-Fund Balance Applied	223,481	2,594,201	0	0	0	0	0	0.00%

Total Revenue - Airport	\$2,230,672	\$4,601,392	\$405,478	\$440,646	\$473,416	\$419,608	\$1,739,147	37.80%
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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	-93,355	-133,419	-427,682	99.88%
	02-OT Wages	-18,800	-18,800	-7,252	-2,436	-1,317	-1,861	-12,866	68.43%
	03-Payroll Benefits	-150,361	-150,361	-36,942	-41,209	-39,563	-49,062	-166,776	110.92%
	04-Contracted Services	-701,192	-701,192	-90,527	-92,043	-196,280	-223,989	-602,839	85.97%
	05-Supplies & Expenses	-158,200	-183,200	-44,342	-29,473	-40,397	-42,244	-156,456	85.40%
	07-Fixed Charges	-78,369	-78,369	-18,965	-25,121	-13,952	-13,821	-71,860	91.69%
	09-Equipment	-695,556	-3,041,276	-25,463	-106,588	-208,671	-128,659	-469,382	15.43%
	11-Other	0	0	-20,000	0	0	0	-20,000	0.00%


Total Expense - Airport	-\$2,230,672	-\$4,601,392	-\$330,960	-\$410,310	-\$593,536	-\$593,056	-\$1,927,861	41.90%
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Net Surplus/(-Deficit) - Airport	\$0	\$0	\$74,518	\$30,336	-\$120,120	-\$173,448	-\$188,714
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Chippewa Valley Regional Airport

Published by Vinny Cueva · January 18 at 10:41 AM · 🌐

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Most relevant ▾

Write a comment...

Wendy Mittermeyer
Great flight last March to Fort Meyer's booked again this March!

1w Like Reply Hide

Author
Chippewa Valley Regional Airport
Wendy Mittermeyer thanks for flying EAU!

1w Like Reply

Jane Bauer
Come Fly with ME! 🌐✈️🌐

6w Like Reply Hide

1w Like Reply Hide



Kathy Horn

Flying Sun Country out of Eau Claire to Laughlin on the 22nd. Love Sun Country.

1w Like Reply Hide



Char Boggess

Sun country was a big disappointment to me!

2w Like Reply Hide



Bob McCoy

Flying out next week

4w Like Reply Hide



Marsha Mindham

Nice They only fly to one place otherwise you have to take the bus to the cities.

4w Like Reply Hide



Patti Naglosky

Marsha Mindham Nice where is that "one place"?

2w Like Reply Hide



Author

Chippewa Valley Regional Airport

Marsha Mindham Nice Sun Country offers non stop flights to a rotating seasonal destination and connecting flight options to MSP. Visit our flight information page for more information.

<https://www.chippewavalleyairport.com/flight-information>



CHIPPEWAVALLEYAIRPORT.COM

Flight Information | Eau Claire County

2w Like Reply

Commented on by Charity Zich Edited



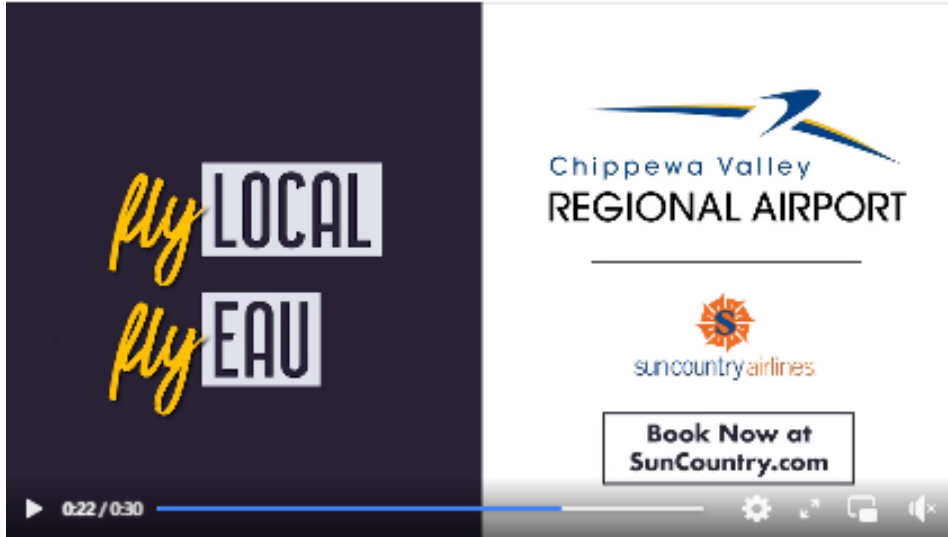


Chippewa Valley Regional Airport

Published by Vinny Cueva · January 9 at 11:15 AM · 🌐



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30 comments 8 shares

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💬 Comment

➦ Share

All comments ▾



Write a comment...



Brenda Traynor

Would love to see direct flight from Eau Claire to Melbourne Fla!!! Love sun country!!



2w Like Reply Hide

👍❤️👍 3



BryanandCindy Nayes

Would be awesome to see a direct flight from EAU to Nashville.

9w Like Reply Hide

👍 9



Kathleen Weldon

BryanandCindy Nayes agree!

4w Like Reply Hide



Carrie Flottum

BryanandCindy Nayes... YES!!!

4d Like Reply Send message Hide



Lori Baker-Alger

More direct flights to Las Vegas in spring and summer would be great!

7w Like Reply Hide

👍 3



Connie Clausen Lightner

Love to see a flight from Eau Claire to Austin Texas

1d Like Reply Send message Hide

👍



Maureen Kolstad

Would love a flight from Eau Claire to Austin, Texas!

1w Like Reply Hide

👍



Connie Holden Peterson
Would love to fly direct from EC to Denver!

1w Like Reply Hide



Pam Regenauer
A direct flight from EAU to Nashville would be awesome please.

6w Like Reply Hide



Julie Martin
Love it

5d Like Reply [Send message](#) Hide



Barb Salisbury
Flew non-stop EAU to LAS last week...fantastic experience all around! Will be making this an annual trip.

6w Like Reply Hide



Author
Chippewa Valley Regional Airport
Barb Salisbury thanks for flying EAU!

6w Like Reply



Renee' Dutter
Love flying out of EAU ! Vacation time in Feb booked !

1w Like Reply Hide



Deb Wilson-Sarafin
It would be great if the flights go where you want to go. Not many flights to and from Florida

10w Like Reply Hide



Randy Paulsen
Deb Wilson-Sarafin the more you fly the flights they will have!

9w Like Reply Hide



Deb Wilson-Sarafin
Randy Paulsen

9w Like Reply Hide



Pauline Jandrt
Would like flight from Eau Claire to Pensacola Fla.

1w Like Reply Hide



Bob McCoy
Just flew from MCO to MSP. Short layover Then to EAU. Great trip.

9w Like Reply Hide



Author
Chippewa Valley Regional Airport
Bob McCoy thanks for flying EAU!

9w Like Reply



Jon Pederson
I miss UAL to ORD.

8w Like Reply Hide



Jim Rieckens
And here I sit waiting for flight to Ft Mers . Now 6 hours late. Too bad we can't get an airline offering more than on a week

7w Like Reply Hide



Linda Meyer
A direct flight from EauClaire to Ft.Wayne Ind.

5w Like Reply Hide



Bob Harlson
Direct flights to Ft.Myers but don't arrive until 10:30 at night. Not very reasonable. So I still am better off flying out of MSP.

6w Like Reply Hide





Donna Bachowski
Direct to AZ!

1d Like Reply [Send message](#) Hide



Betty Mudgett Harp
Would like to fly Eau Claire to MSP instead of driving but to expensive

1w Like Reply Hide 2



Catherine Leifeld
Eau Claire to Dominican or Cancun

1d Like Reply [Send message](#) Hide



Jon Thorpe
Any chance that Sun Country is looking at seasonal Eau Claire to St. Petersburg/Clearwater direct flights?

The Tampa airport is just so huge - so much of your day is squandered navigating that monstrously scaled facility, and if you have even minor mo... See more

4d Like Reply [Send message](#) Hide



Benjamin Yoder
We need to fly to Denver Colorado in January. Wonder you fly to Denver?

7w Like Reply Hide



Author

Chippewa Valley Regional Airport
Benjamin Yoder you may be able to fly from our airport to the Minneapolis airport and then connect to a flight to Denver. Visit www.suncountry.com or call 651-905-2737.

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

7w Like Reply Remove Preview



Jolene Engel
How about direct flights to Phoenix during the prime winter travel

1w Like Reply Hide 3

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
7. Jan 22 – Federal Legislative Update
8. Jan 23 – LE Phillips CDC Tour
9. Feb 2 – RSAT Invite
10. Feb 15 – Junior Achievement Tour

Upcoming Events

Wisconsin Aviation Conference, Oct 2-4, 2024
Chippewa Valley Airshow, June 28-29, 2025

<u>Operational Area</u>	<u>Frequency</u>	<u>Next Review</u>	<u>Notes from Last Review and Areas for Improvement</u>
Staffing	Annual	Feb-24	- Eau Claire County completed a compensation analysis in 2023.
Numbers and position descriptions		Agenda Item 7b	Job descriptions were also updated as part of the analysis. This resulted in the elimination of the Maintenance Tech I position with all Maintenance Techs being classified as a Tech II.

**CVRA February 2024 Operational Review
Staffing (Number and Position Description)**

<u>Position</u>	<u>Number</u>	<u>Position Summary</u>
Airport Director	1	Administers, promotes, and supervises the operation, maintenance, and long range planning of the Chippewa Valley Regional Airport to ensure high standards of safety and security for its users and the cost-effective and financially sound operation of the facility. On-call 24-7
Administrative Specialist I	1	Under limited supervision, performs responsible administrative/clerical support to assist the Airport Director and Airport administrative office to ensure that the office operates efficiently. Ensures fiscal, contractual, and operational documentation are accurate and timely. Maintains records in compliance with regulations and requirements. The position is trained to assist with airport security coordinator duties and coordinates ground handling operations.
Maintenance Supervisor	1	Provides supervision, planning, direction and assistance to maintenance and custodial staff to maintain Airport buildings and grounds, equipment, machinery, and furnishings in good repair and in a clean, orderly, and safe condition. This position is required to train on aircraft rescue and firefighting equipment and respond in an emergency. Shift: 7:30am-4pm (M-F)/On-call 24-7
Lead Maintenance Tech	2FT	Leads the operation in the absence of the maintenance supervisor; provides oversight of custodian or custodian contractor; completes training and acts as Alternate Airport Security Coordinator; performs maintenance and custodial duties to insure Airport facilities and equipment are in good repair and in a clean, orderly and safe condition; ensures federal aviation regulations are followed. This position is also required to train on aircraft rescue and firefighting equipment and respond in an emergency. Shifts: 1:30pm-12am (Th-Su), 4:30am-12pm (Sa-Su) and 3:30pm-12am (M-W).
Maintenance Tech II	1 FT/1 PT/ 3 On Call	Performs maintenance and custodial duties to insure Airport facilities and equipment are in good repair and in a clean, orderly and safe condition. This position is also required to train on aircraft rescue and firefighting equipment and respond in an emergency. The part time shift for this position is 4am-8am (M-F) and the new full time position will work nights and every other weekend. This position was expanded in 2019 to also include on-call workers that are ARFF trained and can help year round.
Custodian - VACANT	1 PT	Performs custodial duties to maintain the Airport terminal, grounds, and other Airport buildings in a clean, orderly, and safe condition. Primary focus is on airport terminal. This is a part time position limited to 16 hours per week.
Maintenance Tech I		Eliminated in 2023.

HANGAR WAITING LIST POLICY

Adopted: _____

Revised: _____

GENERAL

Hangars owned by the Chippewa Valley Regional Airport are intended for storage of registered and airworthy aircraft by the registered owner(s). This policy governs access and rental of CVRA owned hangars and the maintenance of the hangar waiting list. The hangar waiting list is the sole means by which the airport will fill upcoming vacancies.

Vacating hangars will only be offered to persons on any of the Hangar Waiting Lists, unless the available hangar doesn't have a waiting list. To be included on the hangar waiting list, a formal application must be completed and a non-refundable waiting list application fee must be received for each hangar option. The date of application will not be approved until the application fee has been received by the airport.

Upon signing a lease for any hangar, applicants must provide verification that they own or will own and will occupy the facility with a registered aircraft in airworthy condition within 60 days of hangar offer/acceptance. Applicants are solely responsible for maintaining current contact information with the airport to include address, phone number and email. There are no exceptions.

HANGAR WAITING LIST

1. Vacant hangars will be offered only to individuals on the hangar waiting list. There are eleven (11) types of hangars for which this policy applies to: Option 1 – C row North; Option 2 – D/E row North; Option 3 – G row North; Option 4 – C row South; Option 5 – D/E row South; Option 6 – G row South; Option 7 – N row East; Option 8 – N row West; Option 9 – K-row; Option 10 – F4; Option 11 – F3
2. Position on list: waiting list position rank is determined by date when application and fee were received by the airport.
 - a. Application: Prospective hangar applicants must complete the online hangar waiting list application form.
 - b. Application Fee: Hangar waiting list applicants must submit a \$25.00 non-refundable application fee for each hangar option selected on the application. The application fee will be applied to the first month hangar rent.
 - c. Select Hangar Preference: **Prior to selecting a hangar type, please review the hangar dimensions included as Attachment A to ensure the hangar will accommodate the aircraft to your satisfaction.** Hangar preference can be changed at any time by filing a written request with the airport via mail or e-mail. A request to add a hangar type will place the applicant at the bottom of the list for the new hangar type requested. The applicant will stay in the same place on the list for any previously requested hangar types.
3. Positions on the hangar waiting list may not be transferred, traded, subletted, or sold.

4. Hangar offers shall be made chronologically (oldest date/time to the most recent). The airport will not enter into a hangar lease agreement with an applicant who is not able to meet the eligibility requirements at the time of offer, unless the applicant has indicated they will acquire and locate a registered airworthy aircraft within 60 days of signing the lease. Eligibility is determined by aircraft owner providing aircraft make/model and tail number information to the airport. The airport will verify this information through the FAA aircraft database.

When a hangar matching an applicant's preference becomes available, the airport will send notification to all applicants requesting the option matching the available hangar. The notification will be made via email and text if a cell phone number is provided. The applicant must:

- a. Reply to the airport office within 48 hours of when the notification was made affirming interest in the hangar. From the pool of applicants who affirmed their interest, the airport will provide an offer to the applicant at the top of the waiting list. A lease must be signed within 5 business days of the airport providing the offer for the vacant hangar.
 - b. Aircraft Acquisition: The applicant must have an aircraft registered to them in the hangar within sixty (60) days from the date the airport executed the lease agreement. Failure to have an airworthy aircraft registered to the applicant in the hangar within 60 days of acquiring the hangar may result in:
 - i. Termination of the lease agreement and removal from the hangar,
 - ii. Applicant's removal from the hangar waiting list.
5. Non-contact, failure to respond, or a "not interested at this time" response to the request to affirm interest or the hangar offer shall be considered a "Pass-Over". Each hangar waiting list applicant is permitted three (3) refusals, or "Pass-Overs", for the hangar they listed on their application without losing their current place on the list. After the third "pass-over", the applicant's name will be removed from the list unless there are mitigating circumstances (e.g. homebuilder has not finished their project). Note: having an aircraft that does not fit in the offered vacant hangar will not be considered a pass-over.
 6. Once an applicant has accepted an offer and entered into a hangar lease agreement, they may place their name on the bottom of the list for a hangar of a different size without paying the deposit fee. If they have previously requested a larger hangar and their name is currently on the list for the larger hangar, their position will remain unchanged.
 7. Persons removed from the hangar waiting list may restore their names to the bottom of the waiting list by filling out a new application and paying a new application fee.

HANGAR WAITING LIST POLICY ATTACHMENT A

Hangar Waiting List Options

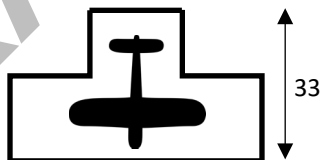
(listings below indicate the direction hangar door faces)

1. C-Row North (1248'-1680' square foot range, 44'x14' door opening)
2. D/E-Row North (All 1074' square feet, 41'x12' door opening)
3. G-Row North (997'-1712' square foot range, 41'x14' OR 52' door opening)
4. C-Row South (1232'-1663' square foot range, 44'x14' door opening)
5. D/E-Row South (All 1074' square feet, 41'x12' door opening)
6. G-Row South (1083'-1855' square foot range, 41'x14' OR 52' door opening)
7. N-Row East (All 1170' square feet, 44'x14' door opening)
8. N-Row West (All 1395' square feet, 44'x14' door opening)
9. K-Row West (All 3600' square feet, 54'x14' door opening)
10. F-3 South (3600' square feet, 54'x12' door opening)
11. F-4 South (2149' square feet, 39'x10' door opening)

Note: Options 1-8 are T-hangars. Options 9-11 are box hangars. Row C, D, E, F and G are located on the North end of the Airport. Rows K and N are located on the South end of the Airport. All CVRA owned T-hangars are unheated and all CVRA owned box hangars are heated. Utility expenses are included in T-hangar rent and utility expenses for box hangars are paid by the tenant. K-row hangars include water and a restroom.

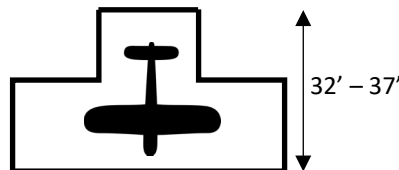
Options 2 & 5 - T-hangar dimensions

1074' square feet
12' door height
41' door opening



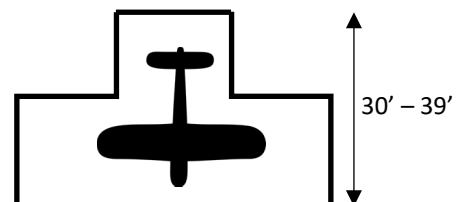
Options 7 & 8 - T-hangar dimensions

1170' to 1395' square feet range
14' door height
44' door opening

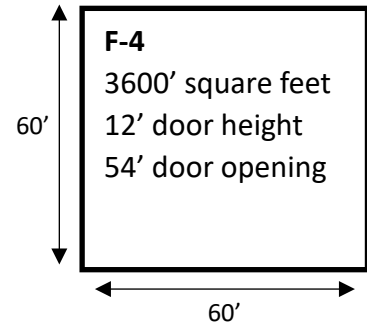
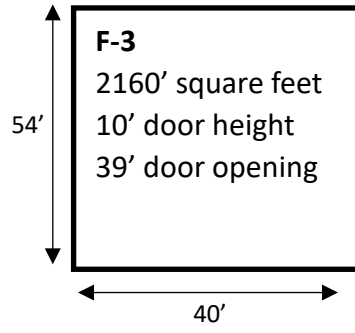
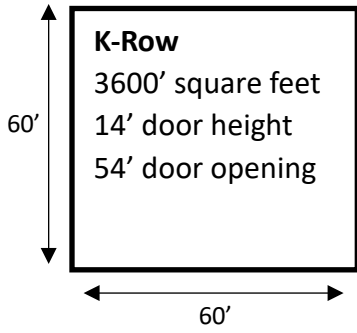


Options 1, 3, 4 & 6 - T-hangar dimensions

997' to 1855' square foot range
14' door height range
41' to 52' door opening range



Box hangar dimensions



North Area



South Area



FEDERAL AVIATION ADMINISTRATION
PASSENGER FACILITY CHARGE (PFC) APPLICATION
2024-04-C-00-EAU



Chippewa Valley Regional Airport (EAU)

Prepared for
Chippewa Valley Regional Airport
Eau Claire, WI

Prepared by
**Mead
& Hunt**

February 12, 2024

Preface

Eau Claire County is the owner and the Chippewa Valley Regional Airport Commission is the operator of the Chippewa Valley Regional Airport (EAU). As operator of the Airport, the Commission is authorized by 49 U.S.C. Subtitle VII, Part A - Air Commerce and Safety, §40117 to administer a Passenger Facility Charge program. This statute was implemented by the Aviation Safety and Capacity Expansion Act of 1990 which amended the Federal Aviation Act of 1958, as amended, to remove the restriction against a PFC. The statute authorizes the Secretary of Transportation to allow a public agency that controls at least one commercial service airport to impose a fee for each paying passenger of an air carrier enplaned at the airport. This revenue finances eligible airport projects to be carried out at the commercial service airport or any other airport which the public agency controls. The Commission respectfully submits the attached application for PFC Application 24-04 for the Chippewa Valley Regional Airport in accordance with FAA Order 5500.1 and the Code of Federal Regulations (CFR) of the U. S. Department of Transportation (DOT), 14 CFR Part 158.

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Attachments

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Attachment B	Application Project Information	B1
Attachment C	Air Carrier Consultation and Public Notice	C1
Attachment D	Request to Exclude Classes of Air Carriers	D1
Attachment G	ALP Airspace & Environmental	G1
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Attachment I	PFC Assurances	I1



PASSENGER FACILITY CHARGE (PFC) APPLICATION

1. Application Type <i>(Check all that apply)</i> a. Impose PFC Charges b. Use PFC Revenue c. Amend PFC No.	FAA USE ONLY Date Received: PFC Number:
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PART I - General

2. Public Agency Name, Address, and Contact Person Agency Name: Address: City, State, ZIP: Contact Person:	3. Airport(s) to Use	4. Consultation Dates a. Date of Written Notice to Air Carriers: b. Date of Consultation Meeting with Air Carriers: c. Date of Public Notice:
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PART II - Charges

5. Charges										
a. Airport to Impose:	b. Level <table style="width: 100%; text-align: center;"> <tr> <td>\$1.00</td> <td>\$2.00</td> <td>\$3.00</td> </tr> <tr> <td>\$4.00</td> <td>\$4.50</td> <td></td> </tr> </table>	\$1.00	\$2.00	\$3.00	\$4.00	\$4.50		c. Total Estimated PFC Revenue Impose: Use:	d. Proposed Effective Date:	e. Estimated Expiration Date:
\$1.00	\$2.00	\$3.00								
\$4.00	\$4.50									

PART III - Attachments

6. Attachments <i>(Check all that Apply)</i>		
a. Airport Capital Improvement Plan	Attached	Submitted with Application Number:
b. Application Project Information	Attached	Submitted with Application Number:
c. Air Carrier Consultation and Public Notice Information	Attached	Submitted with Application Number:
d. Request to Exclude Class(es) of Carriers	Attached	Submitted with Application Number:
e. Alternative Uses/Projects	Attached	Submitted with Application Number:
f. Competition Plan/Update	Attached	Submitted with Application Number:
g. ALP/Airspace/Environmental	Attached	Submitted with Application Number:
h. Notice of Intent Project Information	Attached	Submitted with Application Number:
i. Other:	Attached	Submitted with Application Number:

PART IV - Certification

7. With respect to this PFC application I hereby certify as follows:	
<ul style="list-style-type: none"> To the best of my knowledge and belief, all data in this application are true and correct; This application has been duly authorized by the governing body of the public agency; The public agency will comply with the assurances (Appendix A to Part 158) if the application is approved; For those projects for which approval to use PFC revenue is requested, all applicable ALP approvals, airspace determinations, and environmental reviews required by the National Environmental Policy Act have been completed. If required, the public agency has submitted a competition plan in accordance with 49 U.S.C. 47106(f); and If required by 49 U.S.C. 40117(d)(4), adequate provision for financing the airside needs, including runways, taxiways, aprons, and gates, has been made by the public agency. 	

a. Name of Authorized Representative	b. Title	c. Telephone Number
	d. E-mail Address	

Please read the following information: By signing this document, you are agreeing that you have reviewed the following disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

e. Signature of Authorized Representative	f. Date Signed
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PFC Financial Summary Table

PFC Project No.	AIP No. / State Aid No.	Federal	State	PFC	Total	
1	Master Plan Update	AIP 33	\$304,022	\$8,000	\$8,000	\$320,022
2	Airport Drainage Study	AIP 33	\$115,925	\$15,900	\$15,900	\$147,725
3	Stormwater Pollution Prevention Plan (SWPPP)	AIP 33	\$14,584	\$383	\$383	\$15,350
4	Taxiway D Removal/Reconstruction; North Ramp Reconstruction; and Airfield Pavement Rehabilitation Design	AIP 33	\$146,056	\$3,843	\$3,843	\$153,742
5	CatEx Documentation Passenger Terminal Planning Study - Reimbursement	AIP 33	\$16,844	\$443	\$443	\$17,730
6	Remove Taxiway D & Straighten Taxiway A, (Phase 1); Reconstruct/Strengthen North Ram & Rehabilitate Terminal Ramp Construction and Construction	AIP 34	\$2,599,816	\$146,117	\$146,117	\$2,892,050
7	Wildlife Hazard Assessment & Management Plan	AIP 34	\$25,980	\$1,443	\$1,443	\$28,866
8	Straighten Taxiway A Phase II Design, Construction, Construction Admin	AIP 35	\$3,044,822	\$169,156	\$170,040	\$3,384,018
9	Aeronautical Survey	AIP 35	\$91,399	\$5,077	\$5,077	\$101,553
10	Reimbursement for Airfield pavement markings - Construction and Construction Administration	AIP 36	\$279,418	\$15,450	\$15,450	\$310,318
11	Acquire Snow Removal Equipment	AIP36	\$382,811	\$21,267	\$26,249	\$430,327
12	Airport Layout Plan Update	AIP 37	\$95,314	\$5,295	\$5,295	\$105,904



PFC Financial Summary Table

PFC Project No.	AIP No. / State Aid No.	Federal	State	PFC	Total
13	Taxiway C Design Reconstruction Design and Construction AIP 38	\$1,967,101	\$109,283	\$109,283	\$2,185,667
14	Tower Equipment Replacement AIP 39	\$391,173	\$21,731	\$21,731	\$434,635
15	Runway 04 Threshold Relocation Design, Construction and Construction Administration AIP 40, 42	\$651,386	\$36,187	\$39,110	\$726,683
16	South GA Hangar Area Development Design, Construction and Administration AIP 41	\$394,604	\$21,922	\$21,922	\$438,448
17	Reimburse Construction of Airfield Pavement Rehabilitation AIP 42	\$76,649	\$4,258	\$4,258	\$85,165
18	Runway 14/32 Preliminary and Final Design, Construction and Administration AIP 42, 43	\$1,501,392	\$83,410	\$83,410	\$1,668,212
19	SRE Acquisition AIP 42	\$174,906	\$28,967	\$28,967	\$232,840
20	ARFF Gear Acquisition AIP 42	\$30,464	\$1,692	\$1,692	\$33,848
21	ARFF Testing Equipment SAP 65	\$0	\$26,419	\$6,604	\$33,023
22	SRE Building Addition - Design, Construction and Administration SAP66	\$0	\$566,018	\$141,504	\$707,522
24	South Hangar Area Access Road Sponsor Only	\$0	\$0	\$27,556	\$27,556
25	PFC Administration Sponsor Only	\$0	\$0	\$29,489	\$29,489
		\$12,304,666	\$1,292,261	\$913,766	\$14,510,693



**FAA
Airports**

Passenger Facility Charge (PFC) Program Assurances

A. General.

1. These assurances shall be complied with in the conduct of a project funded with passenger facility charge (PFC) revenue.
2. These assurances are required to be submitted as part of the application for approval of authority to impose a PFC under the provisions of 49 U.S.C. 40117.
3. Upon approval by the Administrator of an application, the public agency is responsible for compliance with these assurances.

B. Public agency certification. The public agency hereby assures and certifies, with respect to this project that:

1. Responsibility and authority of the public agency. It has legal authority to impose a PFC and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the public agency's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the public agency to act in connection with the application.
2. Compliance with regulation. It will comply with all provisions of 14 CFR part 158.
3. Compliance with state and local laws and regulations. It has complied, or will comply, with all applicable State and local laws and regulations.
4. Environmental, airspace and airport layout plan requirements. It will not use PFC revenue on a project until the FAA has notified the public agency that—
 - (a) Any actions required under the National Environmental Policy Act of 1969 have been completed;
 - (b) The appropriate airspace finding has been made; and
 - (c) The FAA Airport Layout Plan with respect to the project has been approved.

5. Nonexclusivity of contractual agreements. It will not enter into an exclusive long-term lease or use agreement with an air carrier or foreign air carrier for projects funded by PFC revenue. Such leases or use agreements will not preclude the public agency from funding, developing, or assigning new capacity at the airport with PFC revenue.

6. Carryover provisions. It will not enter into any lease or use agreement with any air carrier or foreign air carrier for any facility financed in whole or in part with revenue derived from a passenger facility charge if such agreement for such facility contains a carryover provision regarding a renewal option which, upon expiration of the original lease, would operate to automatically extend the term of such agreement with such carrier in preference to any potentially competing air carrier or foreign air carrier seeking to negotiate a lease or use agreement for such facilities.

7. Competitive access. It agrees that any lease or use agreements between the public agency and any air carrier or foreign air carrier for any facility financed in whole or in part with revenue derived from a passenger facility charge will contain a provision that permits the public agency to terminate the lease or use agreement if—

(a) The air carrier or foreign air carrier has an exclusive lease or use agreement for existing facilities at such airport; and

(b) Any portion of its existing exclusive use facilities is not fully utilized and is not made available for use by potentially competing air carriers or foreign air carriers.

8. Rates, fees and charges.

(a) It will not treat PFC revenue as airport revenue for the purpose of establishing a rate, fee or charge pursuant to a contract with an air carrier or foreign air carrier.

(b) It will not include in its rate base by means of depreciation, amortization, or any other method, that portion of the capital costs of a project paid for by PFC revenue for the purpose of establishing a rate, fee or charge pursuant to a contract with an air carrier or foreign air carrier.

(c) Notwithstanding the limitation provided in subparagraph (b), with respect to a project for terminal development, gates and related areas, or a facility occupied or used by one or more air carriers or foreign air carriers on an exclusive or preferential basis, the rates, fees, and charges payable by such carriers that use such facilities will be no less than the rates, fees, and charges paid by such carriers using similar facilities at the airport that were not financed by PFC revenue.

9. Standards and specifications. It will carry out the project in accordance with FAA airport design, construction and equipment standards and specifications contained in advisory circulars current on the date of project approval.

10. Recordkeeping and Audit. It will maintain an accounting record for audit purposes for 3 years after physical and financial completion of the project. All records must satisfy the requirements of 14 CFR part 158 and contain documentary evidence for all items of project costs.

11. Reports. It will submit reports in accordance with the requirements of 14 CFR part 158, subpart D, and as the Administrator may reasonably request.

12. Compliance with 49 U.S.C. 47523 through 47528. It understands 49 U.S.C. 47524 and 47526 require that the authority to impose a PFC be terminated if the Administrator determines the public agency has failed to comply with those sections of the United States Code or with the implementing regulations published under the Code.

[Doc. No. 26385, 56 FR 24278, May 29, 1991, as amended by Amdt. 158–2, 65 FR 34543, May 30, 2000; Amdt. 158–4, 72 FR 28851, May 23, 2007]

Source: Title 14: Aeronautics and Space, PART 158—PASSENGER FACILITY CHARGES (PFC'S), Subpart F—Reduction in Airport Improvement Program Apportionment, Appendix A to Part 158—Assurances

Chippewa Valley Regional Airport

Date

“CHIPPEWA VALLEY AIR SHOW” CONTRACT

This Agreement is between the Chippewa Valley Regional Airport Commission, hereinafter referred to as the "Commission" and the Chippewa Valley Council, B.S.A., Inc. hereinafter referred to as the "Council".

The Commission organized under the authority of Wis. Stat. §114.14 and 2.05.660 G. of the Eau Claire County Code of General Ordinances, and is entering into this agreement consistent with its authority and on behalf of Eau Claire County.

WHEREAS, the Council has solicited the support and approval of the Commission for the holding of an air show to be held at the Chippewa Valley Regional Airport June 28-29, 2025.

WHEREAS, the Commission has agreed to support the holding of said air show by the Council at the Chippewa Valley Regional Airport, scheduled for June 28-29, 2025.

NOW, THEREFORE, the following agreement:

- A. **Term.** In consideration of the promises of the Commission, set forth in B., the Council hereby agrees to undertake, from the planning, organizational, operational and managerial standpoints, an air show to be entitled "Chippewa Valley Air Show". The Council will use the premises at the Chippewa Valley Regional Airport from June 21, 2025 through June 30, 2025.
- B. **Commission Promises.** In exchange for the agreement of the Council to the terms and conditions of this agreement, the Commission hereby promises the following:
 1. It shall authorize the Council to use the grounds of the Chippewa Valley Regional Airport from June 21, 2025 through June 30, 2025, for the purpose of organizing and conducting an air show.
 2. It shall designate the Council to hold, schedule and stage the "Chippewa Valley Air Show", subject to the supervision of the Commission.
- C. **Council Cooperation and Coordination.** The Council hereby agrees it shall cooperate with the Commission and shall coordinate its efforts with the directives of the Airport Director or the Commission's designee.
- D. **Clean-up and Personnel Costs.** The Council agrees to defray all costs of operation, administration and cleanup associated with the air show. The Council will pay all expenses related to actual damage to airport equipment and property. Furthermore, subject to the express exception set forth herein, the Council shall provide all manpower, equipment and other resources necessary to set up, operate, dismantle and clean up the grounds of the

Chippewa Valley Regional Airport for air show purposes. The Commission agrees that it shall provide certain personnel, service and equipment with respect to Aircraft Rescue and Firefighting (ARFF) and airport operations and maintenance for the air show. It is understood by the Council the total Airport personnel costs shall not exceed \$7,500. The included personnel costs do not include airport personnel providing airport security or designated ramp observer functions necessary to meet Transportation Security Administration (TSA) regulations. Additional personnel expense reimbursement will apply should the Airport be required to provide security or designated ramp observer services with airport personnel.

E. **Council Responsibilities.**

1. The Council will procure all necessary forms of consent and approval for the air show from the Federal Aviation Administration and the State Department of Transportation and secure all necessary permits therefore. It is their further responsibility to modify their operations to meet the requirements of the regulatory agencies.
2. The Council will repay the Commission's actual overtime personnel costs for ARFF and airport operations and maintenance up to, but not to exceed, \$7,500. In addition, the Council will pay one percent (1%) of gross revenue or \$7,000 whichever is greater to the Chippewa Valley Regional Airport for use by the Commission in a manner that enhances the Chippewa Valley Regional Airport and in exchange for use of storage space in the end of a T-Hangar at the airport.
3. The Council will procure and provide to the Airport Director or Commission's designee a properly executed General Release and Indemnification statement from each performer participating in the air show. The Council will procure from each performer, vendors, sponsors of ground displays, etc. proof of insurance including liability, workers compensation, and where applicable aircraft liability listing the Chippewa Valley Regional Airport, Chippewa Valley Regional Airport Commission, Eau Claire County and Chippewa County as additional insureds. If workers compensation insurance is not provided then vendors must provide an independent contractor statement.

- F. **Insurance Coverage.** The Council agrees to hold the Commission harmless from any property damage or personal injuries, which may result from the organization, management, operation and clean up of the air show. To this effect, the Council shall carry

insurance coverage for the period from June 21, 2025 through June 30, 2025, consisting of:
\$5,000,000 – liability each occurrence; and
\$5,000,000 – premises liability each occurrence and in the aggregate.

All of the insurance coverage shall name the Chippewa Valley Regional Airport, the Chippewa Valley Regional Airport Commission, Eau Claire County and Chippewa County as additional insureds, and be purchased from a company licensed to do business in Wisconsin. Certificate(s) of such coverage shall be provided to the Commission. The Commission will only add the Contingent Air Show Liability Endorsement to its liability policy for this air show if the Council indicates it is unable to acquire the necessary airshow insurance. The Council will pay the Commission for any additional premium that may be required.

- G. **Provision of Security Services.** It shall be the responsibility of the Council, either through the public law enforcement agencies or state approved private security personnel, to provide adequate security services on a twenty-four (24) hour basis at the Chippewa Valley Regional Airport, both for reasons of crowd control and property protection. In the event the Council fails to provide such adequate services, in the discretion of the Commission, arrangements may be made therefore and all costs associated therewith shall be borne by the Council.
- H. **Sale of Fermented Malt Beverages, Beer, Wine, and Food.** It is understood and agreed the Council intends to sell fermented malt beverages, beer, wine, and food upon the premises of the Chippewa Valley Regional Airport during the air show. The Council understands it is their responsibility to obtain the requisite permits and to obey all local and state regulations and laws regarding such sales. The Council acknowledges its insurer has been informed of the proposed sale of beer and food and the coverage provided under their insurance policy covers liability resulting therefrom.
- I. **Viewing Area.** It is further understood by and between the parties hereto that the Council shall fence off the air show viewing area, designated with reference to the map of the Chippewa Valley Regional Airport submitted by the Council for federal approval purposes, from the air operations area of the Chippewa Valley Regional Airport and perform such other tasks and take such other precautions as may be required by the Commission, the Federal Aviation Administration, the Transportation Security Administration or the State Department of Transportation.

- J. **Clean-up.** The Council shall complete all cleanup efforts, shall dismantle all bleachers and other facilities, including snow fencing, and shall return the grounds utilized for the air show in the same or similar condition to that which they were in at the time possession was taken no later than 4:00 P.M. on June 30, 2025.
- K. **Impact Meeting.** The Council agrees it will hold a neighborhood impact meeting, including a discussion on traffic control at the airport at least ten (10) days prior to June 28, 2025. All parcel owners in the City of Eau Claire North of the airport to the city limits, south of the airport to Eddy Lane, East of the Airport to Hastings Way and West of the Airport to the Chippewa River, along with all parcel owners in the Village of Lake Hallie in Chippewa County, South to the city limits of the City of Eau Claire, North and West to the Chippewa River and East to 105th Street will be provided written notice of the neighborhood meeting. The notice will include a list of the streets that will be closed as well as the dates and times of closure.
- L. **General Release and Indemnification.** The Council certifies that in consideration of the privilege of participating, either directly or by its employees and personnel, in the “Chippewa Valley Air Show”, and for the privilege of using the facilities of the Chippewa Valley Regional Airport, both jointly and severally, for itself, its heirs, administrators, executors, successors and assigns, it hereby knowingly, willingly and voluntarily assumes all risks of accident or damage to itself or to its employees and personnel, or to its property, and agrees to assume all responsibility, hold harmless, indemnify and defend Eau Claire County, and the Chippewa Valley Regional Airport and its Airport Commission and their officers, agents and employees from all claims, loss, cost or expense for any injury or damage caused by the Council to other person(s) or other property arising directly or indirectly out of its participation in said Air Show.

The Council will also provide all necessary protective clothing or any other protective equipment and shall be personally responsible for its own safety, and the safety of its employees and personnel during or while participating in said Air Show and any activities connected with said Air Show.

M. **Liability.** It is mutually agreed by the Commission and Council that, as related to this Agreement, any loss or expense or resultant legal liability, involving personal injury or property damage, will be the responsibility of the party whose officer, employee or agent may have caused the loss or expense by his or her respective actions, acts, activities or omissions which occurred or may occur in connection with this agreement.

N. **Additional Terms and Conditions:**

1. **Place of Agreement.** The place of this agreement shall be at the Chippewa Valley Regional Airport. Performances herein required shall take place in the immediate vicinity thereof.
2. **Jurisdiction and Venue.** The laws of the State of Wisconsin shall govern this Contract and executed amendments thereto. Venue for all legal proceedings arising out of this Contract, or breach thereof, shall be exclusively in Eau Claire County Circuit Court, Eau Claire, Wisconsin.
3. **Modifications to Agreement.** There shall be no modifications to this contract except in writing, executed with the same formality as this instrument and mutually agreed upon by the parties hereto.
4. **Entirety of Agreement.** This instrument constitutes the entirety of the agreement between the parties hereto regarding the subject matter hereof, prior written or oral agreements or understanding notwithstanding.
5. **Waiver of Breaches.** Waiver of any breach of any provision of this contract shall not constitute waiver of any other or any subsequent breaches.
6. **Notices.** Notices required or advisable under the terms of this Agreement shall be communicated in writing by either personal delivery or certified mail to the following named representatives of the parties hereto: Upon the Commission, in writing or delivered personally or by certified mail upon the Airport Director, Chippewa Valley Regional Airport, 3800 Starr Ave., Eau Claire, WI; Upon the Council, in writing, by personal delivery, or by certified mail upon Scout Executive, Chippewa Valley Council, B.S.A., Inc., 710 Hastings Way, Eau Claire, WI, 54701.
7. **Prohibiting Possessing, Carrying or Bearing any Firearm or Weapon within County-Owned Buildings.** Both parties acknowledge and agree that Eau Claire County Ordinance § 9.46.010 prohibits persons other than persons exempted by Eau Claire County Ordinance § 9.46.080 (i.e. law enforcement officers) from possessing,

carrying or bearing any firearm or weapon within county-owned buildings. Since the air show is a special event, under Wis. Stat. § 943.13(1m)(c) 3, the Council agrees that the prohibition stated above will apply to all persons entering the Airport premises except for firearms or weapons left in a vehicle driven or parked on the premises. Council agrees that said prohibition shall be in full force and effect during the contract term. Council agrees to promptly report any violations of this prohibition to law enforcement personnel. The Council agrees to sign the leased premise so as to give reasonable notice of the weapons restriction to all persons entering the Airport premises.

8. **Assignment.** There shall be no assignment of any of the rights, responsibilities or duties of the Council under this contract, unless agreed to in writing by the Commission.
9. **Commission Booth.** The Council will allow the Commission to have a booth on the air show grounds to communicate with the public.

Both parties hereto, having read and understood this agreement, consisting of six (6) typewritten pages hereby affix their duly authorized signatures.

**CHIPPEWA VALLEY REGIONAL AIRPORT
COMMISSION BY:**

CHARITY ZICH, AIRPORT DIRECTOR

(Date)

**CHIPPEWA VALLEY COUNCIL, B.S.A., INC.
BY:**

TIM MOLEPSKE, SCOUT EXECUTIVE

(Date)

**GENERAL RELEASE AND INDEMNIFICATION
PERFORMER**

KNOW ALL MEN BY THESE PRESENTS:

That in consideration of the privilege of participating, either directly or by our employees and personnel, in the "Chippewa Valley Air Show" sponsored by the Chippewa Valley Council, B.S.A., Inc., and the privilege of using the facilities of the Chippewa Valley Regional Airport, we, the undersigned, both jointly and severally, for ourselves, our heirs, administrators, executors, successors and assigns, do hereby knowingly, willingly and voluntarily assume all risks of accident or damage to ourselves or to our employees and personnel, or to our property, and we agree to assume all responsibility, hold harmless, indemnify and defend Eau Claire County, the Chippewa Valley Regional Airport and its Airport Commission and their officers, agents and employees from all claims, loss, cost or expense for any injury or damage caused by us to other person(s) or other property arising directly or indirectly out of our participation in said Air Show. This general release and indemnification covers the period of June 21, 2025 through June 30, 2025 and any other dates that may be in any way connected with said Air Show.

We do hereby certify that all persons signing this General Release and Indemnification are over twenty-one (21) years of age and that they have the authority to sign and bind said employer, hereto, and that we will provide all necessary protective clothing or any other protective equipment and shall be personally responsible for our own safety, and the safety of our employees and personnel during or while participating in said Air Show and any activities connected with said Air Show.

(NAME)

(COMPANY)

(SIGNATURE)

(DATE)

GENERAL RELEASE AND INDEMNIFICATION
CHIPPEWA VALLEY COUNCIL, B.S.A. Inc.

KNOW ALL MEN BY THESE PRESENTS:

That in consideration of the privilege of participating, either directly or by our employees and personnel, in the "Chippewa Valley Air Show" sponsored by the Chippewa Valley Council, B.S.A. Inc., and the privilege of using the facilities of the Chippewa Valley Regional Airport, we, the undersigned, both jointly and severally, for ourselves, our heirs, administrators, executors, successors and assigns, do hereby knowingly, willingly and voluntarily assume all risks of accident or damage to ourselves or to our employees and personnel, or to our property, and we agree to assume all responsibility, hold harmless, indemnify and defend Eau Claire County, the Chippewa Valley Regional Airport and its Airport Commission and their officers, agents and employees from all claims, loss, cost or expense for any injury or damage caused by us to other person(s) or other property arising directly or indirectly out of our participation in said Air Show. This general release and indemnification covers the period of June 21, 2024 through June 30, 2024 and any other dates that may be in any way connected with said Air Show.

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CHIPPEWA VALLEY COUNCIL, B.S.A., INC.
BY:

Tim Molepske, Scout Executive

(Date)