

AGENDA
Chippewa Valley Regional Airport Commission
Wednesday, April 13, 2016, 3:00 p.m.
Duax Commission Room
3800 Starr Avenue, Eau Claire, WI

1. **Call To Order**
2. **Confirmation of Meeting Notice**
3. **Roll Call - Voice**
4. **Approval of Minutes**
 - a. **March 18, 2016 Regular Commission Meeting**
5. **CVRA Finance and Activity Reports**
 - a. **Expense Vouchers and Financial Report**
 1. **Discussion/Action**
 - b. **Key Indicators:**
 - Airline 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**
 - Airline and General Aviation Surveys
 - Small Community Air Service Grant Update
 1. **Discussion/Action**
 - b. **Airport Strategic Plan Update/Review**
 - Explorer Solutions Presentation
 - Discuss Strategic Plan Update
 1. **Discussion/Action**
 - c. **Project Summary – Mead & Hunt**
 - AIP 37 ALP Update
 - AIP 38 Taxiway C Reconstruction
 - AIP 39 Tower Equipment Replacement
 - Runway 04 Threshold Relocation
 - T-Hangar Construction
 - South Hangar Area Taxilane Design
 1. **Discussion/Action**

8. Previous Business: None

9. New Business:

a. Xcel Energy Solar Connect Community Program

1. Discussion/Action

**b. Recommendation to Amend Eau Claire County Code
Section 12.10.001 – Flying Clubs**

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 or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710, (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, March 18, 2016, 7:30am
Duax Commission Room
3800 Starr Avenue, Eau Claire, WI**

MEMBERS PRESENT: Commissioners Rick Bowe, Bill Hilgedick, Chuck Hull, John Manydeeds and Barry Wells.

MEMBERS ABSENT: Scott Francis and David Frederikson

OTHERS PRESENT: Matt Wagner-Mead & Hunt, Ron Ford-Menards, Charity Zich-Airport Director, Todd Norrell-Maintenance Supervisor and Erin Wall-Administrative Associate

1. **Call to Order:** Chair Rick Bowe called the meeting to order at 7:30 am.
2. **Confirmation of Meeting Notice:** The meeting was noticed.
3. **Roll Call:** Commissioners Rick Bowe, Bill Hilgedick, Chuck Hull, John Manydeeds and Barry Wells were present.
4. **Approval of Minutes**
 - a. **February 19, 2016 Regular Commission Meeting:**
On a motion by Com. Manydeeds, seconded by Com. Wells, the minutes of the February 19, 2016 meeting were approved as submitted.
(Ayes 5-Nayes 0)
5. **CVRA Finance and Activity Reports**
 - a. **Expense Vouchers and Financial Report**
 - The Ewalds invoice is for the replacement of a pickup truck used by airport maintenance. This item was budgeted for replacement this year.
 - The Monster Wash invoices are for cleaning the restaurant kitchen space which was to be paid for by the airport per the lease agreement. This included the hood, kitchen equipment and the coolers. There are only a few expenses yet to be incurred for maintenance in the kitchen including cooler work and replacement of the grease trap.
 - The Airport Director noted that the marketing grant expense will likely be over the budgeted amount due to less funds being utilized in 2015 leaving more funds available for marketing in 2016. The additional expenses are reimbursed through the grant at 91% and will offset a majority of the additional expenses.
On a motion by Com. Wells, seconded by Com. Hilgedick, the expense vouchers were approved as submitted.
(Ayes 5-Nayes 0)

b. Key Indicators

- **Airline Operations**

Airline operations are down for the month and the year. The Saturday afternoon flight was recently eliminated so the decrease in overall flight numbers will reflect this for the remainder of the year. There was also discussion regarding the price comparisons between Minneapolis and Eau Claire that were completed from United.com. The top 5 markets and top 1 international market (Cancun) varied in price, days of the week that were traveled and number of stops, however, most were 1-stop flight searches. The Commission suggested adding some Eastern markets to the comparison as well as possibly including Delta Airlines comparability.

- **Tower Operations**

Tower operations are up for the month and up for the year.

c. Hangar Occupancy

Starting April 1st, two T-hangars and one box hangar will be available.

6. Public Comment Period: No comment.

7. Operational Matters

a. Airport Operations Report

- The Airline and General Aviation Surveys were updated and the Commission reviewed the questions and layout. Once the Hangar 54 Grill gets closer to opening, each completed survey will earn a \$20 restaurant gift certificate. Commissioners specified the gift certificate was available to one household. There will also be an annual drawing for a round-trip flight voucher to Chicago (estimated \$350).
- Small Community Air Service Grant Update: The Airport Director provided some examples of promotional materials from the last month.
- The Airport Director noted that the Chippewa County Economic Development Corporation Annual Meeting that will be held at Hawthorne Aviation on May 20th. All Commission Members are encouraged to attend.

b. Airport Strategic Plan Update/Operational Review

- The March Operational Review included a Grounds Maintenance and Airport Infrastructure review. Some repairs and upgrades of grounds and equipment in progress and needed for the future were noted.

c. Project Summary

- The AIP 37 ALP Update project is in progress. The review set is now ready to be sent to the Airport Director for approval.
- A change order is being provided to the FAA for the taxiway C reconstruction project to add taxiway connector C2 back into the project at the request of FAA Air Traffic. A pre-construction meeting is scheduled for April 4th. Construction will begin later this spring.

- The Runway 04 Threshold Relocation project was submitted to the FAA for 90% review comments.
- The T-hangar construction and Taxilane Design projects are in progress.
- Tower Equipment replacement bids were due in February and they came in around the engineers estimated amount. The Airport has sent off their signed documentation for the grant application and is waiting for an approved grant agreement from the FAA.
- The Airport Director explained that there is not enough FAA funding available in 2016 to cover the tower equipment replacement, runway 04 threshold relocation and the taxilane project. State funding of 50% of the taxilane project has been requested until the project can be reimbursed by the FAA in 2017, but no commitment has been made by the state. If state funding is not available, the airport does not have enough cash available to cover the project can be submitted for reimbursement by the FAA. The Airport Commission would have to consider delaying the hangar and taxilane project to 2017 or asking Eau Claire County for a short term loan to cover the project until 2017.

8. Previous Business:

a. Discussion of Options for Airport Frequent Flyer Lounge

- The Airport Director discussed the recommendation for the design/layout for the Frequent Flyer Lounge. The lounge will be for United Airlines Premier Status members and will use the signage provided by United. The airport will add a Keurig coffee maker, relocate the vending machines currently located in this area to the terminal seating area and will possibly moving more individual seating into the space. No TV or business center will be added at this time, but we will reassess the space and amenities based on the usage of the room.

On a motion by Com. Hilgedick, seconded by Com. Manydeeds, the Airport Frequent Flyer Lounge will proceed as submitted.

(Ayes 5-Nayes 0)

9. New Business:

a. Resolution Approving the Airport Six-Year Statement of Project Intentions for 2016-2021

- The Airport Director discussed the Airport Six-Year Statement of Project Intentions for 2016-2021. This resolution is not a commitment to fund the projects but it is an indication to the State of our current plans.

On a motion by Com. Hilgedick, seconded by Com. Wells, the Resolution Approving the Airport Six-Year Statement of Project Intentions for 2016-2021 was approved as submitted.

(Ayes 5-Nayes 0)

10. Discuss Future Agenda Items: Strategic Planning Meeting and Updates

11. Set Future Meeting Dates and Times:

The next Commission Meeting is scheduled for Friday, April 15, 2016 at 7:30am.

The May Meeting will take place Friday, May 20th at 9:30am following the Chippewa County Economic Development Corporation Annual Meeting held at Hawthorne Aviation from 7:30-9am.

12. Adjournment:

On a motion by Com. Manydeeds, seconded by Com. Wells, the meeting was adjourned at 9:04 a.m.

(Ayes 5-Nayes 0)

Respectfully Submitted,

Bill Hilgedick, Secretary

March vouchers for approval April 13, 2016

| | | | |
|---------------------------------|---|----------------------|--------------------|
| Aring Equipment Company | Cutting edge for case loader bucket | 53610-246 | 1,761.34 |
| Badger State Industries | Painted aluminum reflective restaurant parking lot signage | 53610-246 | 127.38 |
| Benedict Refrigeration | Repairs to restaurant walk-in freezer door & replacement of freezer floor | 53610-299 | 1,578.00 |
| Benedict Refrigeration | Start-up of restaurant kitchen ovens, range & flat-top | 53610-299 | 156.00 |
| Bottom Line | 1 Year Subscription | 53610-320 | 80.00 |
| Carpet Cleaning Express | Restaurant kitchen tile & grout floor cleaning | 53610-299 | 210.00 |
| Eau Claire Chamber of Commerce | 2016 Business at the Airport Sponsorship/Exhibitor fee | 53610-327 | \$500.00 |
| Eau Claire Press Company | Leader Telegram online advertising, March | 53610-327-001 | 855.00 |
| Explorer Solutions | Phase 2 Airport Devel Contract, 5 of 14 | 53610-200 | 8,928.57 |
| Fox 25/48 - WLAX | Febuary TV advertising - 17 spots | 53610-327-001 | 1,360.00 |
| G&K Services | Uniforms | 53610-137 | 113.05 |
| G&K Services | Bags & Towels | 53610-298 | 16.00 |
| General Communications | Lighting bar installation for 2016 F-250 Truck | 53610-810 | 835.00 |
| Golden Spike Awards & Gifts | Plaque for outgoing Commission Member | 53610-327 | 30.00 |
| iHeart Radio | 96 spots/WMEQ FM radio advertising, March | 53610-327-001 | 1,260.00 |
| Kosier Refrigeration | Start-up and repairs to restaurant refrigeration equipment | 53610-299 | 1,426.02 |
| Kurth Heating & Cooling | Stainless steel kick plates for restaurant door | 53610-248 | 58.75 |
| Mead & Hunt | Professional services EAU CVRA 10-unit T-hangar, February | 53610-820 | 923.32 |
| O'Reilly Auto Parts | Serpentine belts for Ford Escape & GMC Canyon | 53610-241 | 37.77 |
| Racom Corporation | Radio installation for 2016 F-250 Truck | 53610-810 | 1,348.07 |
| Roto-Rooter | Septic work to clear sewer line in terminal | 53610-248 | 165.00 |
| Schindler Elevator Corp. | Yearly Maintenance Contract & ATCT Elevator call button service | <i>53615-248</i> | \$677.67 |
| Sixel | Facebook advertising post boost promotion/Monthly Retainer April | 53610-327-001 | \$4,015.00 |
| Viking Electric | Breaker for heater in vault | 53610-248 | 62.39 |
| Xcel Energy | Terminal Gas/Electric - February | 53610-222/224 | 11,418.71 |
| Xcel Energy | ATC Gas/Electric - February | <i>53615-222/224</i> | 1,251.11 |
| WEAU | March TV advertising - 20 spots | 53610-327-001 | 1,940.00 |
| | TOTAL | | \$41,134.15 |

BOLD items = SCASD Grant reimbursements*ITALICIZED* items = Tower Expenses

Chippewa Valley Regional Airport

2016 BUDGET COMPARISON Estimated March 31, 2016

| # | Item | 12 Month Budget 2016 | Budget YTD Allocated | Actual as of 3/31/16 (25%) | Variance YTD | Balance Remaining For Year |
|------------------------------------|-----------------------------|-------------------------|-------------------------|-------------------------------|-----------------------|----------------------------------|
| Income | | | 25.00% | | | |
| 41110 | Contrib From Eau Claire Cty | \$395,079 | \$98,769.75 | \$98,769.75 | \$0.00 | \$296,309.25 |
| 47330 | Contrib From Chippewa Cty | \$128,981 | \$32,245.25 | \$64,490.50 | \$32,245.25 | \$64,490.50 |
| Sub-Total Tax Revenue | | \$524,060 | \$131,015.00 | \$163,260.25 | \$32,245.25 | \$360,799.75 |
| 46340-571 | Advertising | \$5,000 | \$1,250.00 | \$1,249.98 | (\$0.02) | \$3,750.02 |
| 46340-572 | Air Terminal | \$106,739 | \$26,684.75 | \$31,307.86 | \$4,623.11 | \$75,431.14 |
| 46340-573 | FAA | \$12,160 | \$3,040.00 | \$2,026.66 | (\$1,013.34) | \$10,133.34 |
| 46340-574 | FBO | \$130,095 | \$32,523.75 | \$29,923.68 | (\$2,600.07) | \$100,171.32 |
| 43640-575 | Fuel Flowage | \$125,000 | \$31,250.00 | \$25,231.84 | (\$6,018.16) | \$99,768.16 |
| 46340-576 | Hangars | \$135,685 | \$33,921.25 | \$38,260.21 | \$4,338.96 | \$97,424.79 |
| 46340-577 | Landing | \$48,500 | \$12,125.00 | \$7,939.25 | (\$4,185.75) | \$40,560.75 |
| 43640-578 | Parking | \$145,000 | \$36,250.00 | \$31,580.76 | (\$4,669.24) | \$113,419.24 |
| 46340-579 | Rental Cars | \$85,723 | \$21,430.75 | \$19,692.71 | (\$1,738.04) | \$66,030.29 |
| 46340-580 | Restaurant | \$0 | \$0.00 | \$1,200.00 | \$1,200.00 | (\$1,200.00) |
| 46340-581 | Tie Downs | \$216 | \$54.00 | \$54.00 | \$0.00 | \$162.00 |
| 46340-583 | Utility Revs | \$8,000 | \$2,000.00 | \$367.45 | (\$1,632.55) | \$7,632.55 |
| 46340-584 | Land Lease Revs | \$28,000 | \$7,000.00 | \$991.44 | (\$6,008.56) | \$27,008.56 |
| 46340-586 | Vehicle Fuel Reimbursement | \$13,000 | \$3,250.00 | \$3,146.38 | (\$103.62) | \$9,853.62 |
| Sub-Total Operating Revenue | | \$843,118 | \$210,779.50 | \$192,972.22 | (\$17,807.28) | \$650,145.78 |
| Sub-Total Taxes and Operating Rev. | | \$1,367,178 | \$341,794.50 | \$356,232.47 | \$14,437.97 | \$1,010,945.53 |
| 46340-601 | Other Revenue | \$5,000 | \$1,250.00 | \$360.75 | (\$889.25) | \$4,639.25 |
| 46340-582 | PFC | \$87,800 | \$21,950.00 | \$6,775.90 | (\$15,174.10) | \$81,024.10 |
| 46340-585 | Airline Recruit Reimb | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 46340-515 | Insurance Refunds | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 43619 | Airport Grants | \$45,000 | \$11,250.00 | \$0.00 | (\$11,250.00) | \$45,000.00 |
| 49210 | Transfer Fr. Gen'l Fund | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 49300 | Airport/ N/L Funds Applied | \$471,280 | \$117,820.00 | \$0.00 | (\$117,820.00) | \$471,280.00 |
| Sub-Total Other Revenue | | \$609,080 | \$152,270.00 | \$7,136.65 | (\$145,133.35) | \$601,943.35 |
| TOTAL INCOME | | \$1,976,258 | \$494,064.50 | \$363,369.12 | (\$130,695.38) | \$1,612,888.88 |
| Expenses | | | | | | |
| 53610-111 | Salary Perm-Regular | \$311,288 | \$77,822.00 | \$60,782.23 | (\$17,039.77) | \$250,505.77 |
| -112 | Salary Perm-OT | \$15,000 | \$3,750.00 | \$1,575.57 | (\$2,174.43) | \$13,424.43 |
| -120 | Health Ins Incentive | \$1,200 | \$300.00 | \$300.00 | \$0.00 | \$900.00 |
| -121 | Salary Temp Regular | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| -136 | PTO-ELB-Lump Sum Payout | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| -137 | Clothing Allowance | \$1,500 | \$375.00 | \$164.38 | (\$210.62) | \$1,335.62 |
| -141 | Board & Comm Per Diem | \$3,500 | \$875.00 | \$747.44 | (\$127.56) | \$2,752.56 |
| -142 | Cnty Brd & Comm Mile | \$700 | \$175.00 | \$104.04 | (\$70.96) | \$595.96 |
| -151 | Social Security | \$24,961 | \$6,240.25 | \$4,531.16 | (\$1,709.09) | \$20,429.84 |
| -152 | Retirement Emplr Share | \$21,535 | \$5,383.75 | \$3,436.81 | (\$1,946.94) | \$18,098.19 |
| -154 | Hos & Health Ins | \$77,000 | \$19,250.00 | \$19,847.70 | \$597.70 | \$57,152.30 |
| -155 | Life Insurance | \$140 | \$35.00 | \$11.76 | (\$23.24) | \$128.24 |
| -158 | Unemployment Comp | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| -200 | Contract Svcs | \$117,636 | \$29,409.00 | \$17,857.14 | (\$11,551.86) | \$99,778.86 |
| -212 | Attorney Fees | \$7,000 | \$1,750.00 | \$126.00 | (\$1,624.00) | \$6,874.00 |
| -213 | Accounting & Audit | \$3,500 | \$875.00 | \$0.00 | (\$875.00) | \$3,500.00 |
| -221 | Water & Sewer | \$45,000 | \$11,250.00 | \$0.00 | (\$11,250.00) | \$45,000.00 |
| -222 | Electric | \$89,211 | \$22,302.75 | \$14,979.11 | (\$7,323.64) | \$74,231.89 |
| -224 | Gas & Fuel Oil | \$43,260 | \$10,815.00 | \$9,650.98 | (\$1,164.02) | \$33,609.02 |
| -225 | Telephone & Telegraph | \$4,000 | \$1,000.00 | \$596.18 | (\$403.82) | \$3,403.82 |
| -227 | Dataline/Internet | \$1,000 | \$250.00 | \$0.00 | (\$250.00) | \$1,000.00 |
| -241 | Motor Vehicle Maint | \$12,500 | \$3,125.00 | \$1,611.23 | (\$1,513.77) | \$10,888.77 |
| -246 | Grounds Maint | \$29,000 | \$7,250.00 | \$1,895.36 | (\$5,354.64) | \$27,104.64 |
| -248 | Building Maint | \$26,000 | \$6,500.00 | \$3,866.24 | (\$2,633.76) | \$22,133.76 |
| -249 | Service on Machines | \$500 | \$125.00 | \$0.00 | (\$125.00) | \$500.00 |
| -297 | Refuse Collection | \$1,084 | \$271.00 | \$1,115.73 | \$844.73 | (\$31.73) |
| -298 | Laundry Services | \$175 | \$43.75 | \$19.20 | (\$24.55) | \$155.80 |
| -299 | Sundry Contract Services | \$0 | \$0.00 | \$5,174.00 | \$0.00 | \$0.00 |
| -310 | Office Supplies | \$600 | \$150.00 | \$0.00 | (\$150.00) | \$600.00 |
| -311 | Postage and Box Rent | \$750 | \$187.50 | \$56.34 | (\$131.16) | \$693.66 |

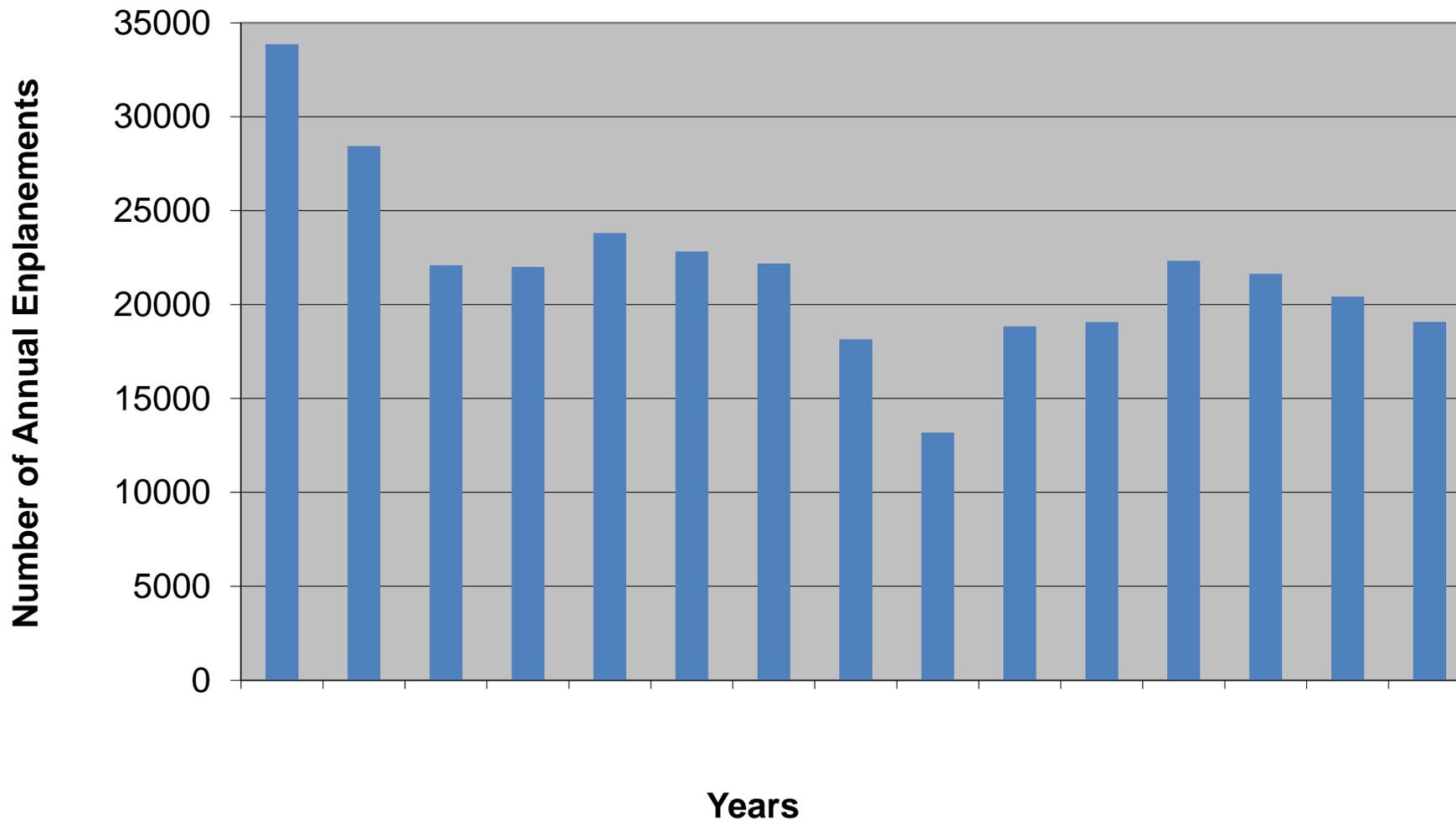
| # | Item | 12 Month Budget 2016 | Budget YTD Allocated | Actual as of 3/31/16 (25%) | Variance YTD | Balance Remaining For Year |
|-----------|------------------------------------|-------------------------|-------------------------|-------------------------------|-----------------------|----------------------------------|
| -313 | Printing & Dup | \$600 | \$150.00 | \$32.00 | (\$118.00) | \$568.00 |
| -320 | Ref Materials | \$600 | \$150.00 | \$0.00 | (\$150.00) | \$600.00 |
| -321 | Publish Legal Notices | \$200 | \$50.00 | \$0.00 | (\$50.00) | \$200.00 |
| -324 | Membership Dues | \$4,000 | \$1,000.00 | \$3,189.00 | \$2,189.00 | \$811.00 |
| -327 | Marketing | \$35,000 | \$8,750.00 | \$1,963.91 | (\$6,786.09) | \$33,036.09 |
| -327-001 | Marketing Grant Expense | \$50,000 | \$12,500.00 | \$36,242.20 | \$23,742.20 | \$13,757.80 |
| -328 | Airline Recruitment | \$20,000 | \$5,000.00 | \$0.00 | (\$5,000.00) | \$20,000.00 |
| -330 | Travel Regular | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| -340 | Travel-Train & Conf | \$12,500 | \$3,125.00 | \$1,353.00 | (\$1,772.00) | \$11,147.00 |
| -366 | Fire fight supplies | \$4,500 | \$1,125.00 | \$0.00 | (\$1,125.00) | \$4,500.00 |
| -377 | Vehicle Fuel | \$50,000 | \$12,500.00 | \$12,742.50 | \$242.50 | \$37,257.50 |
| -510 | Insurance | \$40,000 | \$10,000.00 | \$1,927.27 | (\$8,072.73) | \$38,072.73 |
| -615 | Special Assessment | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| -813 | Office Equipment | \$1,500 | \$375.00 | \$197.84 | (\$177.16) | \$1,302.16 |
| | Sub-Total Operating Expense | \$1,056,940.00 | \$264,235.00 | \$206,096.32 | (\$58,138.68) | \$850,843.68 |
| 53615-200 | ATCT Contractual Services-Sta | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| -221 | ATCT Water-Sewer-Strmwtr | \$1,030 | \$257.50 | \$0.00 | (\$257.50) | \$1,030.00 |
| -222 | ATCT Electricity | \$15,500 | \$3,875.00 | \$1,698.30 | (\$2,176.70) | \$13,801.70 |
| -224 | ATCT Gas & Fuel Oil | \$4,500 | \$1,125.00 | \$884.16 | (\$240.84) | \$3,615.84 |
| -225 | ATCT Telephone | \$1,500 | \$375.00 | \$185.61 | (\$189.39) | \$1,314.39 |
| -248 | ATCT Building Maintenance | \$15,000 | \$3,750.00 | \$1,545.40 | (\$2,204.60) | \$13,454.60 |
| | Sub-Total Tower Expense | \$37,530 | \$9,382.50 | \$4,313.47 | (\$5,069.03) | \$33,216.53 |
| 53610-810 | Capital Equipment | \$101,350 | \$25,337.50 | \$28,281.50 | \$2,944.00 | \$73,068.50 |
| -820 | Capital Improvement | \$620,409 | \$155,102.25 | \$11,770.25 | (\$143,332.00) | \$608,638.75 |
| -829 | Other Capital Improvement | \$36,100 | \$9,025.00 | \$0.00 | (\$9,025.00) | \$36,100.00 |
| 58100-613 | Principal/Trust Fund | \$94,394 | \$23,598.50 | \$15,732.33 | (\$7,866.17) | \$78,661.67 |
| 58200-613 | Interest/Trust Fund | \$29,535 | \$7,383.75 | \$4,922.50 | (\$2,461.25) | \$24,612.50 |
| | Sub-Total Capital Expense | \$881,788 | \$220,447.00 | \$60,706.58 | (\$159,740.42) | \$821,081.42 |
| | TOTAL EXPENSE | \$1,976,258 | \$494,064.50 | \$271,116.37 | | \$1,705,141.63 |
| | NET OPERATING INCOME | \$0 | \$0 | \$92,252.75 | | (\$92,252.75) |
| | <u>Cash Balance</u> | | | | | |
| | Per 2012 Audit Report | \$948,000 | | | | |
| | Per 2013 Audit Report | \$687,563 | | | | |
| | Per 2014 Audit Report | \$666,546 | | | | |
| | 2015 Estimate | \$638,207 | | | | |

Chippewa Valley Regional Airport
Traffic Statistics
 March 2016

| AIRLINE PASSENGERS | Month | | % Diff. | Year to date | | % Diff. |
|----------------------------------|-------------|-------------|---------|--------------|-------------|---------|
| | 2016 | 2015 | | 2016 | 2015 | |
| UNITED Enplaned | 1472 | 1293 | 14% | 4026 | 4039 | 0% |
| CHARTERS Enplaned | | | | <u>427</u> | <u>562</u> | -24% |
| Total Enplaned | | | | 4453 | 4601 | -3% |
| UNITED Deplaned | 1493 | 1328 | 12% | 3855 | 3938 | -2% |
| CHARTERS Deplaned | | | | <u>427</u> | <u>562</u> | -24% |
| Total Deplaned | | | | 4282 | 4500 | -5% |
| Total Enplaned/Deplaned | 2965 | 2621 | 13% | 8735 | 9101 | -4% |
| <u>UNITED PERFORMANCE</u> | 2016 | 2015 | | 2016 | 2015 | |
| Scheduled Flights/Landings | 58 | 62 | -6% | 176 | 180 | -2% |
| Canceled Flights | | | | | | |
| Xnld for Wx | 4 | 3 | | 8 | 9 | |
| Xnld for Mx | 0 | 0 | | 0 | 0 | |
| <u>Xnld Other</u> | <u>0</u> | <u>1</u> | | <u>0</u> | <u>1</u> | |
| Total | 4 | 4 | 0% | 8 | 10 | -20% |
| Total Landings | 54 | 58 | -7% | 168 | 170 | -1% |
| <u>EAU Arrival</u> | | | | | | |
| Completion Factor | 93% | 94% | | 95% | 95% | |
| OnTime % | 76% | 76% | | 77% | 71% | |
| <u>EAU Departure</u> | | | | | | |
| Completion Factor | 93% | 95% | | 94% | 95% | |
| OnTime % | 88% | 78% | | 87% | 81% | |
| <u>ORD Arrival</u> | | | | | | |
| Completion Factor | 93% | 95% | | 94% | 95% | |
| OnTime % | 86% | 79% | | 87% | 78% | |

All on time arrivals/departures follow DOT methodology.

Chippewa Valley Regional Airport Scheduled Air Carrier and Charter Enplanements

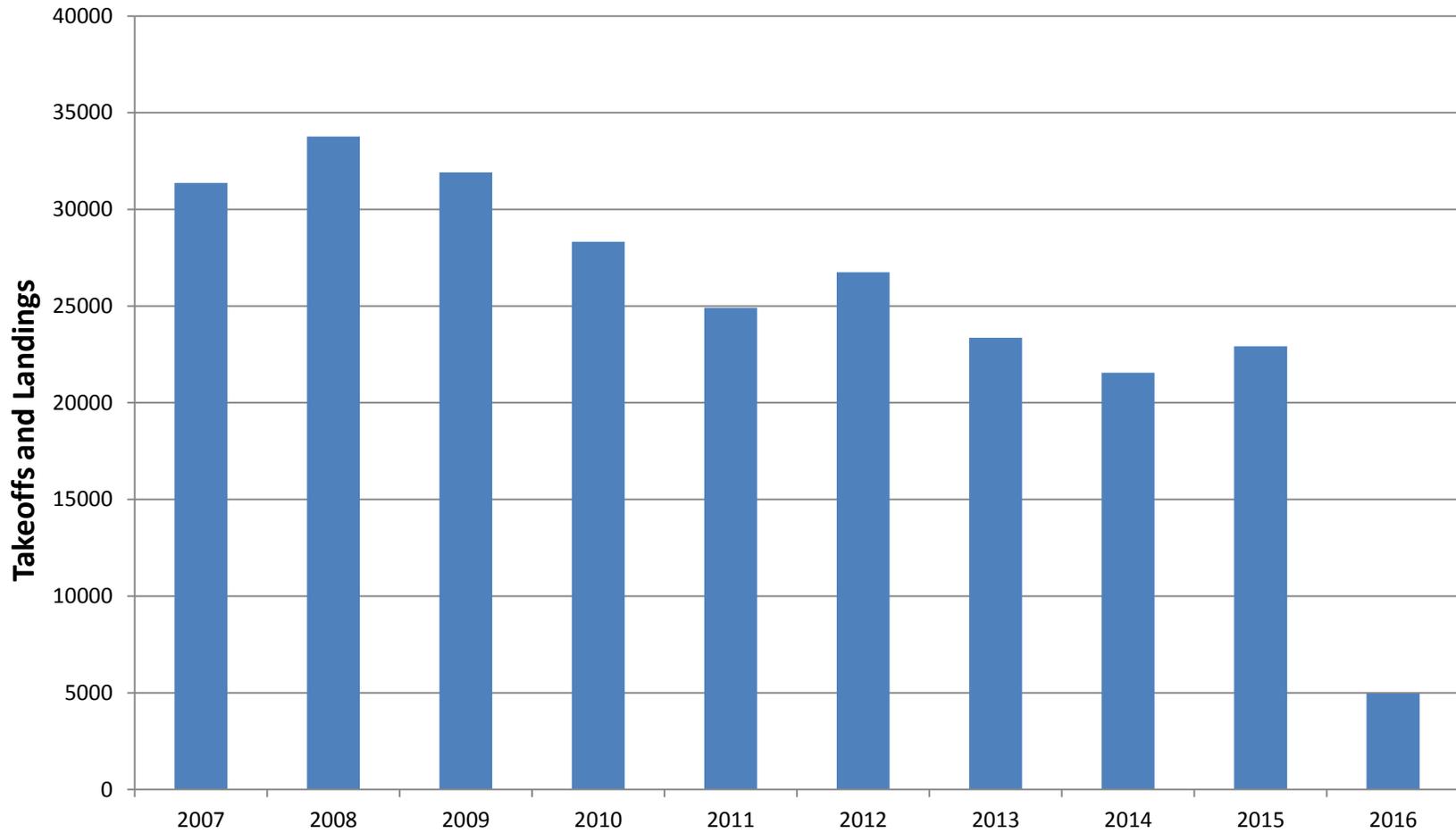


Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 March 2016

| | | Month | | % Diff. | Year to date | | % Diff. |
|--------------|-----------------------|----------|----------|---------|--------------|----------|---------|
| | | 2016 | 2015 | | 2016 | 2015 | |
| Itinerant | Air Carrier | 2 | 0 | #DIV/0! | 8 | 8 | 0% |
| | Commuter/ Air Taxi | 227 | 217 | 5% | 564 | 563 | 0% |
| | GA | 1096 | 1183 | -7% | 3071 | 3153 | -3% |
| | Military | 15 | 23 | -35% | 53 | 51 | 4% |
| Local | GA | 500 | 526 | -5% | 1268 | 1204 | 5% |
| | Military | <u>0</u> | <u>4</u> | -100% | <u>4</u> | <u>6</u> | -33% |
| TOTAL | | 1840 | 1953 | -6% | 4968 | 4985 | 0% |

Annual Air Traffic Control Tower Operations



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Year-Round Nonstop Service to Four Destinations

- DENVER ON UNITED AIRLINES
- LAS VEGAS ON ALLEGiant
- PHOENIX-MESA ON ALLEGiant
- SALT LAKE CITY ON DELTA AIR LINES

Seasonal Nonstop Service to Three Destinations

- LOS ANGELES ON ALLEGiant
- SAN FRANCISCO ON ALLEGiant
- MINNEAPOLIS-ST. PAUL ON DELTA AIR LINES

One-Stop Connections to the World

- ✓ FLY TO 69 CITIES BY CONNECTING IN SALT LAKE CITY ON DELTA AIR LINES
- ✓ FLY TO 83 CITIES BY CONNECTING IN DENVER ON UNITED AIRLINES
- ✓ FLY TO 91 CITIES BY CONNECTING IN MINNEAPOLIS-ST. PAUL ON DELTA AIR LINES

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Time Savings

- 436 TOTAL MILES TO/FROM SLC
- \$250.70 ROUNDTRIP DRIVE COST*
- 558 TOTAL MILES TO/FROM BOI
- \$320.85 ROUNDTRIP DRIVE COST*

Parking Savings

- \$9 PER DAY AT SLC
- \$2 SAVINGS PER DAY
- \$11.50 PER DAY AT BOI
- \$4.50 SAVINGS PER DAY

Cost Savings

- 6:16 AVERAGE ROUNDTRIP DRIVE TIME TO SLC
- \$108.66 AVERAGE ROUNDTRIP DRIVE TIME COST*
- 7:28 AVERAGE ROUNDTRIP DRIVE TIME TO BOI
- \$129.40 AVERAGE ROUNDTRIP DRIVE COST*

Total Average Savings for a Three Day Trip

- \$365.36 TOTAL SAVINGS FLYING IDA INSTEAD OF SLC
- \$463.75 TOTAL SAVINGS FLYING IDA INSTEAD OF BOI

Terminal Amenities

- ✓ FREE WI-FI IN TERMINAL BUILDING
- ✓ ELECTRONIC CHARGING STATIONS
- ✓ ON-SITE RESTAURANT & SMOKE-FREE LOUNGE
- ✓ GIFT SHOP & FOOD CONCESSION STAND
- ✓ TWO PET RELIEF AREAS
- ✓ SIX RENTAL CAR AGENCIES
- ✓ PARKING IS JUST STEPS AWAY FROM TERMINAL

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Twice Daily, Nonstop Departures to United Airlines' Hub at Denver International Airport

| From HYS to DEN | | | From DEN to HYS | | |
|-----------------|------------|------------|-----------------|------------|------------|
| SKW5428 | 10:42a CST | 10:35a MST | SKW5417 | 08:02a MST | 09:53a CST |
| SKW5341 | 03:19p MST | 05:09p CST | SKW5424 | 06:03p CST | 06:04p MST |

HASSLE FREE

- ✈ Just steps from free parking to the terminal
- ✈ Quick, stress-free security
- ✈ Minutes from anywhere in central Kansas

Think You're Saving Money? Think Again. Fly HYS.

| 334 MILES | 276 MILES | 189 MILES |
|-----------------------------|-----------------------------|-----------------------------|
| TOTAL MILES TO/FROM DEN | TOTAL MILES TO/FROM MCI | TOTAL MILES TO/FROM ICT |
| \$32 PARKING FOR 2 DAYS | \$28 PARKING FOR 2 DAYS | \$36 PARKING FOR 2 DAYS |
| \$384 ROUNDTRIP DRIVE COST* | \$317 ROUNDTRIP DRIVE COST* | \$216 ROUNDTRIP DRIVE COST* |

Save on Parking and Mileage by Flying from HYS

- Additional time at home or the office
- Less traffic to navigate
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Vision: The Chippewa Valley Regional Airport will provide our users with a safe, efficient and welcoming operation while striving to meet the needs of the communities we serve.

PRINCIPLE: BUSINESS

STRATEGY: “PROGRESSIVE” (Demonstrate entrepreneurial-like leadership in all matters associated with overseeing the CVRA)

ACTION ITEM:

- On a rotational basis, systematically review each of the various operations/activities/services with the objective of finding better ways/means

STRATEGY: “PROFITABLE” (the CVRA is to be operated as a “for profit” enterprise without abusing its monopoly status)

ACTION ITEM:

- Proactive approach to air service

PRINCIPLE: ECONOMIC DEVELOPMENT

STRATEGY: “AWARENESS” (Make known the willingness of the CVRA to take an active role in supporting economic development throughout the Chippewa Valley)

ACTION ITEM:

- Develop a strategy to initiate action that will result in economic development in the Chippewa Valley

STRATEGY: “ECONOMIC DEVELOPMENT TOOL” (Pursue those on-site facilities/services/policies/practices that support economic development off the field)

ACTION ITEM:

- Working with the local EDCs/Chambers, identify those aviation-related facilities/services/conditions that support economic development in the region

PRINCIPLE: PUBLIC RELATIONS

STRATEGY: “CORPORATE” (One of the stronger sectors of aviation is corporate aviation. The CVRA should put forth a strong effort to inform corporate aviation that it is welcome and sought after at this airport)

ACTION ITEM:

- Conduct a study of corporate aviation to determine the market, the terms and conditions that it will take to harvest that market and the feasibility of making the investments to pave the way

STRATEGY: “AIRLINES” (The sector that has the greatest impact on the image of the airport is the scheduled airline service. It must be managed in such a fashion as to reflect favorably on the image of the CVRA)

ACTION ITEM:

- Educate local travel agencies and business on the value of airline service at CVRA

Charity Zich

From: Brandser, Oscar C <oscar.c.brandser@xcelenergy.com>
Sent: Tuesday, March 22, 2016 9:50 AM
To: Charity Zich
Subject: Xcel Energy - Solar*Connect Community
Attachments: XE_SCC_Location_Developer_EC.pdf; SCC_FAQ_022316.pdf; 0616ON20_SolarConnect_Community-WI_2-16-16.pdf

Charity. Below and attached is some information on Xcel Energy's new Solar*Connect Community program that may interest the CVRA. The airport could satisfy a portion of its electric energy needs using Solar*Connect and enhance CVRA's sustainability plan. Please let me know if you would like to meet or have any questions. Thx. Oscar

Xcel Energy has officially launched the Solar*Connect Community program for customers. The Solar*Connect Community program is easy, flexible, local and provides organizations an opportunity to participate in solar generation without the installation or maintenance of their own system. Community solar offers an easy way to complement any organization's sustainability program and renewable energy goals.

Solar*Connect Community program participants will receive monthly bill credits based on the actual energy produced by their subscription size. A subscription size can range from 200 watts to 400 kW. Organizations can participate at a level that makes sense based on their energy use.

Xcel Energy is currently accepting subscriptions to Solar*Connect Community. The Solar*Connect Community program makes it easier than ever to use locally sourced solar energy at your organization. Attached is some additional information about the Solar*Connect Community program. Please let me know if you would like to meet and discuss this opportunity for your organization.

Oscar Brandser CPE
Xcel Energy Account Manager
PO Box 8 Eau Claire, WI 54702
715-737-4621

**NEWS RELEASE**

1414 W. Hamilton Ave.
 P.O. Box 8
 Eau Claire, WI 54702-0008
 (715) 737-2565 – Media Line
 www.xcelenergy.com

Feb. 23, 2016

Xcel Energy announces plans for Wisconsin's largest community solar garden program

EAU CLAIRE, Wis. – Solar energy is taking a significant step forward as Xcel Energy, the nation's leading utility provider of wind energy, today announced plans to create Wisconsin's largest community solar garden program.

As part of Solar*Connect CommunitySM, Xcel Energy plans to purchase up to three megawatts of electricity from community solar arrays, the first two megawatts of which are planned for Eau Claire and La Crosse counties.

Once sufficient customer interest is demonstrated, the first two solar gardens will be built by San-Francisco-based Pristine Sun, a leading developer of small utility-scale solar projects in the United States.

“Our customers have told us they want more options when it comes to their energy and Solar*Connect Community allows them to support local solar energy,” said Mark Stoering, president, Northern States Power Company-Wisconsin, an Xcel Energy company. “The program is easy and flexible, and lets customers choose their own subscription level and receive a monthly credit based on the solar energy production. This is a great way for customers to support solar without having to install it on their property.”

Customers looking forward to community solar

Xcel Energy customers are excited about having community solar gardens in their area. “We are enthusiastic that Xcel Energy is developing solar gardens in western and northern Wisconsin,” says Jeff Rich, executive director, GL Envision-Gundersen Health System. “The goal of providing clean, carbon-free electricity generating opportunities in local communities is commendable.”

Over the next few months, Xcel Energy will partner with the Midwest Renewable Energy Association to host up to 10 town hall style meetings throughout western and northern Wisconsin. At these “Solar Power Hours,” Xcel Energy electricity customers will learn more about the benefits of community solar and be able to sign up for subscriptions. The first Solar Power Hour will be held in Eau Claire at 7 p.m. on Wednesday, March 2, at Lazy Monk Brewing, 97 W Madison St.

-MORE-

“Since 1990, the Midwest Renewable Energy Association has worked to educate and demonstrate the benefits of solar power, and we are very excited to partner with Xcel Energy to promote their Solar*Connect Community program,” said Doug Stingle, development director, MREA. “Solar*Connect Community will offer affordable solar power options to all electricity customers in their service area, and we look forward to working with Xcel Energy to grow solar in Wisconsin.”

In October 2015, Xcel Energy proposed to further transform its energy system away from coal to even cleaner energy sources, investing in additional solar, wind and natural gas. The result will be a 60 percent reduction in carbon emissions and a 63 percent carbon-free energy mix by 2030.

Sign-ups begin

Xcel Energy plans to offer subscriptions at a cost of \$1,780 per kilowatt. The minimum subscription size is 200 watts for an upfront cost of \$356, which would produce enough energy to offset about 3 percent of an average residential customer’s usage. Subscriptions can be sized up to 100 percent of a customer’s average annual usage, not to exceed 400 kilowatts.

Customers will pay a deposit of \$200 per kilowatt, with the remainder of the subscription fee due when the solar garden is operational in late 2016. In order for the solar gardens to be built by the end of the year, Xcel Energy will need to receive a strong showing of customer interest through subscriptions by mid-April. The size and number of solar gardens built will depend on customer subscriptions. In addition to these two solar gardens, Xcel Energy may opt to build up to one megawatt of additional community solar generation that could be operational in 2017. For more information, visit www.xcelenergy.com/SolarConnectCommunity.

#

Xcel Energy’s Solar*Connect Community Facts

| | Xcel Energy Solar*Connect Community Garden I | Xcel Energy Solar*Connect Community Garden II |
|---------------------------|--|--|
| Location | Eau Claire County | La Crosse County |
| System Size | 1 MW | 1 MW |
| Number of Panels | 3,225 | 3,225 |
| Capacity per Panel | 310 Watts | 310 Watts |
| Solar Bill Credit* | Residential, Farm and Small Business: \$0.074/kWh Large Business: \$0.069/kWh | |
| Max. Subscription | 100% of annual energy use up to 400 kW | |
| Subscription Term | 25 years | |
| Participation | All Xcel Energy electricity customers in Wisconsin | |

*Credit based on rates in effect in 2016.

Xcel Energy (NYSE: XEL) is a major U.S. electricity and natural gas company with regulated operations in eight Western and Midwestern states. Xcel Energy provides a comprehensive portfolio of energy-related products and services to 3.4 million electricity customers and 1.9 million natural gas customers through its regulated operating companies. Holding company headquarters are located in Minneapolis. The company's Wisconsin and Michigan operating company headquarters are located in Eau Claire, Wis. More information is available at xcelenergy.com.

Pristine Sun is an independent power producer, a full service EPC, and a leading developer of small utility-scale solar PV power plants. In February 2015, the company signed an agreement to build the largest floating solar project in the United States. In March of 2015, the company signed an agreement to build Vermont's largest solar project on a landfill in Brattleboro, Vt.

Charity Zich

From: Brandser, Oscar C <oscar.c.brandser@xcelenergy.com>
Sent: Wednesday, April 06, 2016 1:18 PM
To: Charity Zich
Subject: RE: Xcel Energy - Solar*Connect Community

Thanks for participating in the Solar*Connect webinar today. Monthly bill credits can be estimated based on the size of the Solar*Connect subscription a customer selects. Some examples of the credits are below. Per the examples below, a 50 kW subscription size would provide an annualized ave monthly credit of \$368. Please let me know if you would like to meet and discuss this further. There are some variables that need consideration. Thx. Oscar

| Solar*Connect - EXAMPLES | | | | | | |
|--------------------------|-----------|-----------|----------|----------|----------|---------|
| Subscription size in kW | 200 | 100 | 50 | 25 | 10 | 5 |
| kWh/kW/yr est | 1,280 | 1,280 | 1,280 | 1,280 | 1,280 | 1,280 |
| kWh/yr | 256,000 | 128,000 | 64,000 | 32,000 | 12,800 | 6,400 |
| kWh/mo | 21,333 | 10,667 | 5,333 | 2,667 | 1,067 | 533 |
| credit/\$kWh | \$0.069 | \$0.069 | \$0.069 | \$0.069 | \$0.069 | \$0.069 |
| bill credit/mo | \$1,472 | \$736 | \$368 | \$184 | \$74 | \$37 |
| credit/yr | \$17,664 | \$8,832 | \$4,416 | \$2,208 | \$883 | \$442 |
| deposit | \$40,000 | \$20,000 | \$10,000 | \$5,000 | \$2,000 | \$1,000 |
| balance | \$316,000 | \$158,000 | \$79,000 | \$39,500 | \$15,800 | \$7,900 |
| total invest | \$356,000 | \$178,000 | \$89,000 | \$44,500 | \$17,800 | \$8,900 |

Oscar Brandser CPE
 Xcel Energy Account Manager
 PO Box 8 Eau Claire, WI 54702
 715-737-4621

FACT SHEET

TO FILE NO. 16-17/001

This ordinance updates the county code regarding flying clubs at the Chippewa Valley Regional Airport to comply with changes in Federal Regulations issued March 9, 2016.

Section 1. Reflects the number of the FAA Order that was updated.

Section 2. Limits aircraft owned by flying clubs that may be used for flight instruction and limits compensation for flight instructors or mechanics to either monetary compensation or credit against payment of dues of flight time, but not both forms of compensation concurrently.

Fiscal Impact: None
Respectfully Submitted,

Charity Zich
Airport Director

yk

Ordinance/16-17/001 Fact

1 **Enrolled No.**

ORDINANCE

File No. 16-17/001

2
3 **- TO AMEND SECTION 12.10.001 OF THE CODE: PURPOSE; TO REPEAL**
4 **AND RECREATE SECTION 12.10.040 OF THE CODE: CLUB SERVICES -**

5
6 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

7
8 **SECTION 1.** That Section 12.10.001 of the code be amended to read:

9
10 12.10.001 Purpose. This chapter shall govern the functions of flying clubs in
11 compliance with FAA Order 5190.6B.

12
13 **SECTION 2.** That Section 12.10.040 of the code be repealed and recreated to read:

14
15 12.10.040 Club Services.

16 A. A flying club may permit its aircraft to be used for flight instruction in club-
17 owned aircraft as long as both the instructor providing instruction and person receiving
18 instruction are members of the club owning the aircraft, or when the instruction is given by a
19 lessee based on the airport who provides flight training and the person receiving the training is a
20 member of the flying club.

21 B. A qualified mechanic who is a registered member and part owner of the aircraft
22 owned and operated by a flying club may perform maintenance work on aircraft owned by the
23 club.

24 C. A member of the flying club providing flight instruction in club-owned aircraft or
25 providing aircraft maintenance services on club-owned aircraft may receive monetary
26 compensation for flight instruction or maintenance work or may be compensated by credit
27 against payment of dues or flight time, but not both concurrently.

28
29 **ADOPTED:**

30 _____
31 _____
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41 _____

42 Chippewa Valley Regional Airport Commission

43 KRZ/yk

44
45
46 Dated this _____ day of _____, 2016.