

AGENDA
Chippewa Valley Regional Airport Commission
Friday, May 20, 2016, 9:30 a.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. **April 13, 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**
 - Quarterly Operations and Finance Report
 - Frequent Flyer Lounge Update
 - Survey Update
 - Small Community Air Service Grant Update
 1. **Discussion/Action**
 - b. **Airport Strategic Plan Update/Review**
 - Strategic Planning Meeting June 23, 2016
 - Explorer Solutions Update
 - 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
 - AIP 40 Runway 04 Threshold Relocation

- T-Hangar Construction
- South Hangar Area Taxilane Design

- 1. Discussion/Action**

- 8. Previous Business: None**

- 1. Discussion/Action**

- 9. New Business:**

- a. 2017 Capital Improvement Budget**

- 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
Wednesday, April 13, 2016, 3:00pm
Duax Commission Room
3800 Starr Avenue, Eau Claire, WI

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

MEMBERS ABSENT: Scott Francis

OTHERS PRESENT: Christian Perreault, Alexandre Girard, Normand Landry-Explorer Solutions, Jeff Husby-Hawthorne Aviation, Ron Ford-Menards, Charity Zich-Airport Director, and Erin Wall-Administrative Associate

1. **Call to Order:** Chair Rick Bowe called the meeting to order at 3pm.
2. **Confirmation of Meeting Notice:** The meeting was noticed.
3. **Roll Call:** Commissioners Rick Bowe, David Frederikson, Bill Hilgedick, Chuck Hull, John Manydeeds and Barry Wells were present.
4. **Approval of Minutes**
 - a. **March 18, 2016 Regular Commission Meeting:**
On a motion by Com. Manydeeds, seconded by Com. Wells, the minutes of the March 18, 2016 meeting were approved as submitted.
(Ayes 6-Nayes 0)
5. **CVRA Finance and Activity Reports**
 - a. **Expense Vouchers and Financial Report**
The Benedict Refrigeration and Kosier Refrigeration invoices are for repairs to the restaurant freezer floor and door as well as the start-up of the heating equipment and the refrigeration equipment. The majority of the restaurant repairs are now completed and no further significant expenses are expected. The restaurant staff has indicated plans to open in the next several weeks.
On a motion by Com. Wells, seconded by Com. Hilgedick, the expense vouchers were approved as submitted.
(Ayes 6-Nayes 0)
 - b. **Key Indicators**
 - **Airline Operations**
Airline operations are up for the month and down slightly for the year.
 - **Tower Operations**
Tower operations are down for the month and flat for the year.
 - c. **Hangar Occupancy**
Two T-hangars are available for rent. The vacant box hangar will become occupied effective May 1st after the budgeted repairs have been completed.

6. Public Comment Period: No comment.

7. Operational Matters

a. Airport Operations Report

- The revised Airline and General Aviation Surveys have been updated and are active online. When the restaurant opens, the incentive of the restaurant gift cards will be added to the surveys.
- Small Community Air Service Grant Update: The Airport Director provided some examples of promotional materials from the last month. Included were examples of advertisements that other airports have used and there was discussion regarding using similar ads here focusing on the cost savings on parking and gas, as well as saving time.
- The Airport Director noted that the Airport has been working with the local EAA chapter to utilize their flight simulation equipment at community career fairs. They are also working on plans to utilize EAA volunteers for airport/aircraft tours.

b. Airport Strategic Plan Update/Review

- Christian Perreault from Explorer Solutions provided an update on the status of their efforts and discussed the upcoming steering committee presentation scheduled for this week. They noted that more than 20 organizations and 40 individuals from various companies, airlines, manufacturers, colleges, etc. will be in attendance either in person or via phone to discuss the airport development project.
- The Airport Director discussed the Strategic Plan Update and scheduling the next Strategic Planning Meeting for June. Airport staff will follow up with the Commissioners on possible meeting dates. Earlier strategic planning efforts led to the development of nine principles and their associated strategies and action items. The plan for the upcoming strategic plan update is to have Mead & Hunt facilitate and continue with the same model previously used. The only change from previous strategic planning efforts is the addition of a SWOT analysis which will hopefully help develop additional Action Items.

c. Project Summary

- The AIP 37 ALP Update project is in progress. The draft set is now ready for the Airport Director's comments.
- The Twy C reconstruction project will be delayed due to the DNR hold for surveying the project spoil site for the Karner Blue Butterfly which is on the federally protected species list.
- The Airport Director recently received word from Congressman Kind's office that the FAA grant was approved for the Tower Equipment Replacement.
- The Runway 04 Threshold Relocation bid package will be made available to contractors in the next couple of weeks with bids being due by the end of May.

- The T-hangar construction project is in progress. The City of Eau Claire is checking to see if the project can be approved administratively or if the project will need to go before the Planning Commission for the building permit and site plan approval.
- The Taxilane Design project continues and the Airport Director noted that we are still waiting for state approval for the 50/50 funding.

8. Previous Business: None

9. New Business:

a. Xcel Energy Solar Connect Community Program.

- The Airport Director discussed the opportunity available from Xcel Energy for their electricity customers to participate in their solar garden program. Commissioners discussed and determined that this program does not appear to be economically viable enough for the Airport to participate at this time.

10. Discuss Future Agenda Items: None

11. Set Future Meeting Dates and Times:

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

12. Adjournment:

On a motion by Com. Hull, seconded by Com. Wells, the meeting was adjourned at 4:10pm.

(Ayes 6-Nayes 0)

Respectfully Submitted,

Bill Hilgedick, Secretary

April vouchers for approval May 20, 2016

Badger State Industries	Restaurant parking signs	53610-248	\$127.38
Bartingale Mechanical	Replacement of grease trap in restaurant	53610-299	\$3,873.00
Bartingale Mechanical	Performed backflow survey for 3 buildings	53610-248	\$250.60
Bartingale Mechanical	Performed Hawthorne cross connection inspection & re-inspection	53610-248	\$170.40
Benedict Refrigeration	Replaced restaurant freezer door closure & adjusted hinge	53610-299	\$349.10
Chippewa Herald	1-Year Subscription	53610-320	176.00
City of Eau Claire	Q1 Water/Storm Sewer Charges	53610-221	\$11,296.40
City of Eau Claire	Q1 Water/Storm Sewer Charges - ATCT Tower	53615-221	\$225.30
Explorer Solutions	Phase 2 Airport Contract & Steering Comm. mtg expenses	53610-200	\$9,615.04
Fox 25/48 - WLAX	March TV advertising - 3 spots	53610-327-001	\$240.00
G&K Services	Uniforms	53610-137	\$119.20
G&K Services	Bags & Towels	53610-298	\$16.00
Gator Garb Promotions	CVRA Logo items - sports water bottles & ear buds	53610-327-001	\$2,303.28
Gold Cross Answering Svc	35 calls/8 email fax, March & 40 calls/2 email fax, April	53610-225	\$101.30
Hixwood Metal, Inc.	Replacement steel siding, fascia, trim, etc. for F-4	53610-829	\$2,111.13
Houck Transit Advertising	April & May Bus Advertising	53610-327	\$250.00
Kosier Refrigeration	Repairs to restaurant freezer water leak.	53610-299	\$157.00
Lakeland Overhead Door	Limit switch nut for airline overhead door in terminal	53610-248	\$5.00
North Star Fire	Fire extinguishers inspected terminal/ATCT	53610-248	\$518.54
O'Reilly Auto Parts	Oil, fuel/water, hydraulic & air filters for loader & trucks	53610-241	\$106.72
Office Depot	Keurig coffee brewer for Airport Lounge + 2 yr repl. plan	53610-248	\$338.13
Per Mar Security	Security monitoring 5/1/16-7/31/16	53615-248	\$147.57
Sixel	Monthly Retainer May	53610-327-001	\$4,000.00
Spectrum Reach (Charter)	March Targeted Displays	53610-327-001	\$2,650.00
Standard Sign - Lumacurve	Airfield replacement sign panel, yellow/black, reflective	53610-246	\$565.91
Staples	Office supplies: tape, rubber bands, laminating pouches	53610-310	\$61.19
Volume One	April magazine advertising - Travel Edition	53610-327	\$135.00
WXOW/WQOW	March TV advertising - 16 spots	53610-327	\$1,225.00
Xcel Energy	Terminal Gas/Electric - March	53610-222/224	\$8,420.80
Xcel Energy	ATC Gas/Electric - March	53615-222/224	\$1,278.97
Xcel Energy	Terminal Gas/Electric - April	53610-222/224	\$8,205.84
Xcel Energy	ATC Gas/Electric - April	53615-222/224	\$1,368.57

TOTAL **\$60,408.37**

BOLD items = SCASD Grant reimbursements

ITALICIZED items = Tower Expenses

Chippewa Valley Regional Airport

2016 BUDGET COMPARISON Estimated April 30, 2016

#	Item	12 Month Budget 2016	Budget YTD Allocated	Actual as of 4/30/16 (33.33%)	Variance YTD	Balance Remaining For Year
Income			33.33%			
41110	Contrib From Eau Claire Cty	\$395,079	\$131,693.00	\$131,693.00	\$0.00	\$263,386.00
47330	Contrib From Chippewa Cty	\$128,981	\$42,993.67	\$64,490.50	\$21,496.83	\$64,490.50
Sub-Total Tax Revenue		\$524,060	\$174,686.67	\$196,183.50	\$21,496.83	\$327,876.50
46340-571	Advertising	\$5,000	\$1,666.67	\$1,249.98	(\$416.69)	\$3,750.02
46340-572	Air Terminal	\$106,739	\$35,579.67	\$33,791.48	(\$1,788.19)	\$72,947.52
46340-573	FAA	\$12,160	\$4,053.33	\$4,053.32	(\$0.01)	\$8,106.68
46340-574	FBO	\$130,095	\$43,365.00	\$39,898.23	(\$3,466.77)	\$90,196.77
43640-575	Fuel Flowage	\$125,000	\$41,666.67	\$46,626.16	\$4,959.49	\$78,373.84
46340-576	Hangars	\$135,685	\$45,228.33	\$50,211.58	\$4,983.25	\$85,473.42
46340-577	Landing	\$48,500	\$16,166.67	\$11,597.19	(\$4,569.48)	\$36,902.81
43640-578	Parking	\$145,000	\$48,333.33	\$45,412.70	(\$2,920.63)	\$99,587.30
46340-579	Rental Cars	\$85,723	\$28,574.33	\$28,164.21	(\$410.12)	\$57,558.79
46340-580	Restaurant	\$0	\$0.00	\$1,200.00	\$1,200.00	(\$1,200.00)
46340-581	Tie Downs	\$216	\$72.00	\$72.00	\$0.00	\$144.00
46340-583	Utility Revs	\$8,000	\$2,666.67	\$2,534.63	(\$132.04)	\$5,465.37
46340-584	Land Lease Revs	\$28,000	\$9,333.33	\$25,238.85	\$15,905.52	\$2,761.15
46340-586	Vehicle Fuel Reimbursement	\$13,000	\$4,333.33	\$3,785.55	(\$547.78)	\$9,214.45
Sub-Total Operating Revenue		\$843,118	\$281,039.33	\$293,835.88	\$12,796.55	\$549,282.12
Sub-Total Taxes and Operating Rev.		\$1,367,178	\$455,726.00	\$490,019.38	\$34,293.38	\$877,158.62
46340-601	Other Revenue	\$5,000	\$1,666.67	\$594.43	(\$1,072.24)	\$4,405.57
46340-582	PFC	\$87,800	\$29,266.67	\$21,026.49	(\$8,240.18)	\$66,773.51
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	\$15,000.00	\$0.00	(\$15,000.00)	\$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	\$157,093.33	\$0.00	(\$157,093.33)	\$471,280.00
Sub-Total Other Revenue		\$609,080	\$203,026.67	\$21,620.92	(\$181,405.75)	\$587,459.08
TOTAL INCOME		\$1,976,258	\$658,752.67	\$511,640.30	(\$147,112.37)	\$1,464,617.70
Expenses						
53610-111	Salary Perm-Regular	\$311,288	\$103,762.67	\$96,724.31	(\$7,038.36)	\$214,563.69
-112	Salary Perm-OT	\$15,000	\$5,000.00	\$2,176.85	(\$2,823.15)	\$12,823.15
-120	Health Ins Incentive	\$1,200	\$400.00	\$400.00	\$0.00	\$800.00
-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	\$500.00	\$402.35	(\$97.65)	\$1,097.65
-141	Board & Comm Per Diem	\$3,500	\$1,166.67	\$997.44	(\$169.23)	\$2,502.56
-142	Cnty Brd & Comm Mile	\$700	\$233.33	\$136.68	(\$96.65)	\$563.32
-151	Social Security	\$24,961	\$8,320.33	\$7,226.05	(\$1,094.28)	\$17,734.95
-152	Retirement Emplr Share	\$21,535	\$7,178.33	\$5,485.80	(\$1,692.53)	\$16,049.20
-154	Hos & Health Ins	\$77,000	\$25,666.67	\$25,047.64	(\$619.03)	\$51,952.36
-155	Life Insurance	\$140	\$46.67	\$17.64	(\$29.03)	\$122.36
-158	Unemployment Comp	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-200	Contract Svcs	\$117,636	\$39,212.00	\$36,400.75	(\$2,811.25)	\$81,235.25
-212	Attorney Fees	\$7,000	\$2,333.33	\$441.00	(\$1,892.33)	\$6,559.00
-213	Accounting & Audit	\$3,500	\$1,166.67	\$0.00	(\$1,166.67)	\$3,500.00
-221	Water & Sewer	\$45,000	\$15,000.00	\$11,296.40	(\$3,703.60)	\$33,703.60
-222	Electric	\$89,211	\$29,737.00	\$28,246.48	(\$1,490.52)	\$60,964.52
-224	Gas & Fuel Oil	\$43,260	\$14,420.00	\$13,010.25	(\$1,409.75)	\$30,249.75
-225	Telephone & Telegraph	\$4,000	\$1,333.33	\$958.11	(\$375.22)	\$3,041.89
-227	Dataline/Internet	\$1,000	\$333.33	\$0.00	(\$333.33)	\$1,000.00
-241	Motor Vehicle Maint	\$12,500	\$4,166.67	\$1,755.72	(\$2,410.95)	\$10,744.28
-246	Grounds Maint	\$29,000	\$9,666.67	\$4,482.25	(\$5,184.42)	\$24,517.75
-248	Building Maint	\$26,000	\$8,666.67	\$6,159.22	(\$2,507.45)	\$19,840.78
-249	Service on Machines	\$500	\$166.67	\$0.00	(\$166.67)	\$500.00
-297	Refuse Collection	\$1,084	\$361.33	\$1,115.73	\$754.40	(\$31.73)
-298	Laundry Services	\$175	\$58.33	\$52.16	(\$6.17)	\$122.84
-299	Sundry Contract Services	\$0	\$0.00	\$10,840.02	\$0.00	\$0.00
-310	Office Supplies	\$600	\$200.00	\$61.19	(\$138.81)	\$538.81
-311	Postage and Box Rent	\$750	\$250.00	\$100.98	(\$149.02)	\$649.02

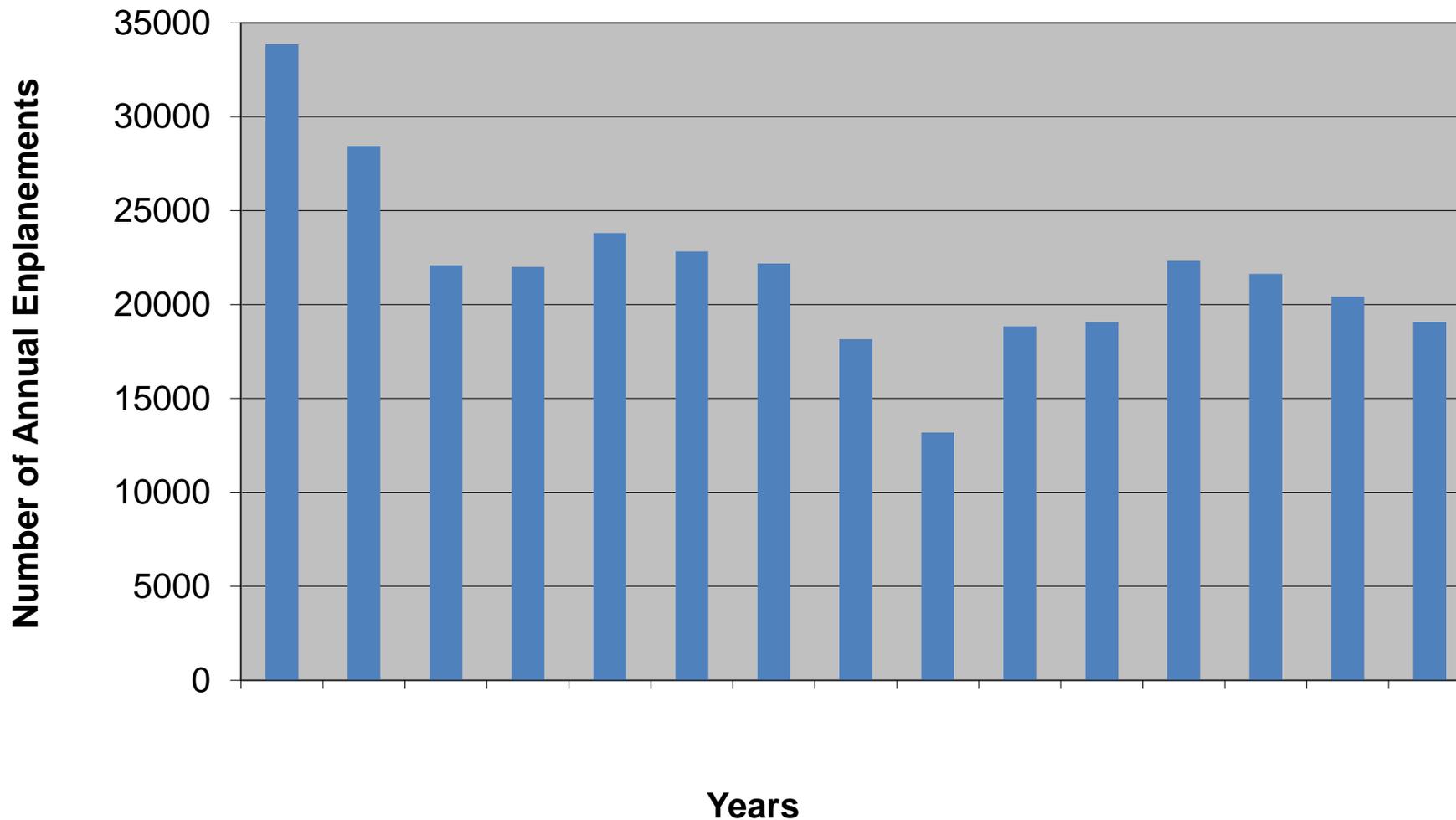
#	Item	12 Month Budget 2016	Budget YTD Allocated	Actual as of 4/30/16 (33.33%)	Variance YTD	Balance Remaining For Year
-313	Printing & Dup	\$600	\$200.00	\$146.95	(\$53.05)	\$453.05
-320	Ref Materials	\$600	\$200.00	\$256.00	\$56.00	\$344.00
-321	Publish Legal Notices	\$200	\$66.67	\$0.00	(\$66.67)	\$200.00
-324	Membership Dues	\$4,000	\$1,333.33	\$3,189.00	\$1,855.67	\$811.00
-327	Marketing	\$35,000	\$11,666.67	\$4,606.02	(\$7,060.65)	\$30,393.98
-327-001	Marketing Grant Expense	\$50,000	\$16,666.67	\$54,865.48	\$38,198.81	(\$4,865.48)
-328	Airline Recruitment	\$20,000	\$6,666.67	\$0.00	(\$6,666.67)	\$20,000.00
-330	Travel Regular	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-340	Travel-Train & Conf	\$12,500	\$4,166.67	\$1,733.66	(\$2,433.01)	\$10,766.34
-366	Fire fight supplies	\$4,500	\$1,500.00	\$0.00	(\$1,500.00)	\$4,500.00
-377	Vehicle Fuel	\$50,000	\$16,666.67	\$12,742.50	(\$3,924.17)	\$37,257.50
-510	Insurance	\$40,000	\$13,333.33	\$1,927.27	(\$11,406.06)	\$38,072.73
-615	Special Assessment	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-813	Office Equipment	\$1,500	\$500.00	\$197.84	(\$302.16)	\$1,302.16
	Sub-Total Operating Expense	\$1,056,940.00	\$352,313.33	\$333,199.74	(\$19,113.59)	\$723,740.26
53615-200	ATCT Contractual Services-Sta	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-221	ATCT Water-Sewer-Strmwtr	\$1,030	\$343.33	\$225.30	(\$118.03)	\$804.70
-222	ATCT Electricity	\$15,500	\$5,166.67	\$3,969.13	(\$1,197.54)	\$11,530.87
-224	ATCT Gas & Fuel Oil	\$4,500	\$1,500.00	\$1,260.87	(\$239.13)	\$3,239.13
-225	ATCT Telephone	\$1,500	\$500.00	\$278.12	(\$221.88)	\$1,221.88
-248	ATCT Building Maintenance	\$15,000	\$5,000.00	\$1,736.44	(\$3,263.56)	\$13,263.56
	Sub-Total Tower Expense	\$37,530	\$12,510.00	\$7,469.86	(\$5,040.14)	\$30,060.14
53610-810	Capital Equipment	\$101,350	\$33,783.33	\$30,394.50	(\$3,388.83)	\$70,955.50
-820	Capital Improvement	\$620,409	\$206,803.00	\$12,693.57	(\$194,109.43)	\$607,715.43
-829	Other Capital Improvement	\$36,100	\$12,033.33	\$2,111.13	(\$9,922.20)	\$33,988.87
58100-613	Principal/Trust Fund	\$94,394	\$31,464.67	\$94,394.00	\$62,929.33	\$0.00
58200-613	Interest/Trust Fund	\$29,535	\$9,845.00	\$29,535.41	\$19,690.41	(\$0.41)
	Sub-Total Capital Expense	\$881,788	\$293,929.33	\$169,128.61	(\$124,800.72)	\$712,659.39
	TOTAL EXPENSE	\$1,976,258	\$658,752.67	\$509,798.21		\$1,466,459.79
	NET OPERATING INCOME	\$0	(\$0)	\$1,842.09		(\$1,842.09)
	<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
 April 2016

<i>AIRLINE PASSENGERS</i>	Month		% Diff.	Year to date		% Diff.
	2016	2015		2016	2015	
UNITED Enplaned	1491	1138	31%	5517	5177	7%
CHARTERS Enplaned				<u>734</u>	<u>820</u>	-10%
Total Enplaned				6251	5997	4%
UNITED Deplaned	1434	1143	25%	5289	5081	4%
CHARTERS Deplaned				<u>734</u>	<u>820</u>	-10%
Total Deplaned				6023	5901	2%
Total Enplaned/Deplaned	2925	2281	28%	12274	11898	3%
<u>UNITED PERFORMANCE</u>	2016	2015		2016	2015	
Scheduled Flights/Landings	55	60	-8%	231	240	-4%
Canceled Flights						
Xnld for Wx	0	2		8	11	
Xnld for Mx	0	0		0	0	
<u>Xnld Other</u>	<u>0</u>	<u>0</u>		<u>0</u>	<u>1</u>	
Total	0	2	-100%	8	12	-33%
Total Landings	55	58	-5%	223	228	-2%
<u>EAU Arrival</u>						
Completion Factor	100%	97%		96%	95%	
OnTime %	87%	85%		80%	74%	
<u>EAU Departure</u>						
Completion Factor	100%	97%		96%	95%	
OnTime %	87%	87%		87%	83%	
<u>ORD Arrival</u>						
Completion Factor	100%	97%		96%	96%	
OnTime %	87%	90%		87%	81%	

All on time arrivals/departures follow DOT methodology.

Chippewa Valley Regional Airport Scheduled Air Carrier and Charter Enplanements

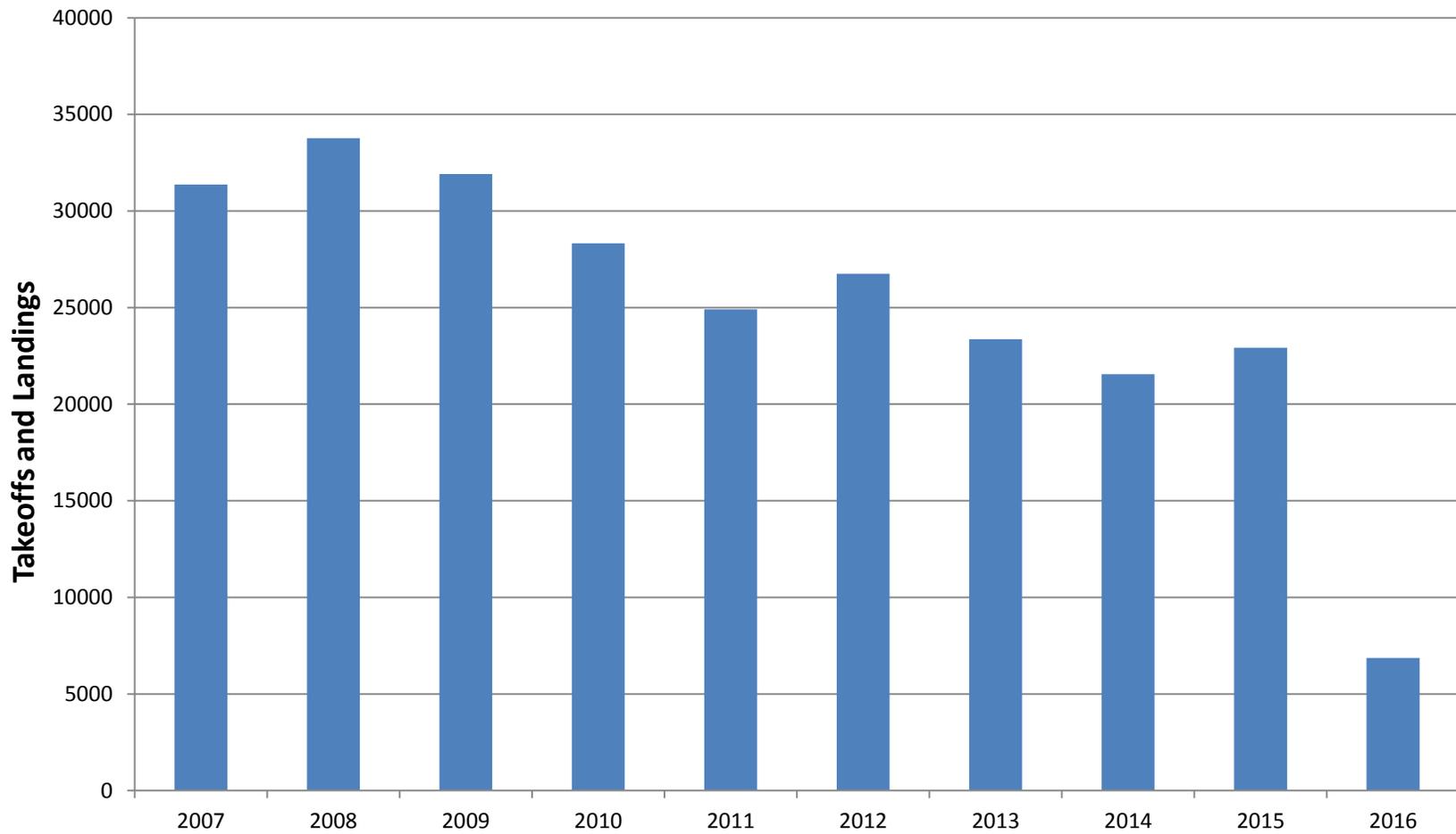


Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 April 2016

		Month		% Diff.	Year to date		% Diff.
		2016	2015		2016	2015	
Itinerant	Air Carrier	7	6	17%	15	14	7%
	Commuter/ Air Taxi	194	202	-4%	758	765	-1%
	GA	1145	1232	-7%	4216	4385	-4%
	Military	10	38	-74%	63	89	-29%
Local	GA	534	332	61%	1802	1536	17%
	Military	<u>0</u>	<u>16</u>	-100%	<u>4</u>	<u>22</u>	-82%
TOTAL		1890	1826	4%	6858	6811	1%

Annual Air Traffic Control Tower Operations



CHIPPEWA VALLEY REGIONAL AIRPORT
ESTIMATED QUARTERLY OPERATIONS REPORT
Eau Claire and Chippewa Counties
First Quarter 2016

Estimated cash balance carried forward from previous year: \$638,207

<u>Expenses:</u>	<u>YTD Budget</u>	<u>YTD Actual</u>
Staff: Salaries / Wages, Benefits, Overtime, Clothing, Misc.	\$113,156	\$90,650
Maintenance and Upkeep: Buildings, Grounds, Vehicles	\$34,250	\$21,661
Utilities: Electricity, Gas, Refuse, Water and Sewer	\$51,522	\$40,632
Other: Insurance, Office Supplies, Telephone, Contract Services, Marketing/Public Notices, Airport Comm.	\$74,690	\$63,815
*Capital Investment: Federal Grant Match, Equipment, Principal/Interest, Misc.	<u>\$220,447</u>	<u>\$60,707</u>
Total Expenses:	\$494,065	\$277,465

*Capital is under budget due to timing of bidding a hangar construction project.

Income:

Hangar Rentals: Land Leases, FBO, Hangar Leases, Utility Revenue, Tie Downs	\$75,499	\$69,597
*Terminal Rentals: Restaurant, Car Rentals, Advertising, FAA, TSA, Airline	\$52,406	\$55,477
*Other Revenue: Landing Fees, Parking, Passenger Facility Charges, Fuel Flowage, Other Revenue, Misc.	\$235,145	\$75,035
Operating Agreement: Eau Claire	\$98,770	\$98,770
Chippewa	<u>\$32,245</u>	<u>\$64,491</u>
Total Income:	\$494,065	\$363,370

*Other revenue is under budget because non-lapsing funds are not yet needed to fund capital projects that have not yet been bid.

<u>Passenger Enplane/Deplane</u>	<u>Year to Date</u>	<u>Prior Year to Date</u>
Scheduled Airline	7,881	7,977
Charter Flights	854	1,124
 <u>Tower (landings and takeoffs)</u>	 <u>Year to Date</u>	 <u>Prior Year to Date</u>
Operations	4,968	4,985

April/early May Developments

Community Visits:

April activities kicked off with corporate outreach initiatives. Corporations in the Chippewa Falls area and a handful of those in Eau Claire were contacted to discuss the possibility of arranging a meeting with Sixel Consulting representatives with the ultimate goal of learning corporate travel patterns. The Chippewa Falls Chamber of Commerce was utilized as a tool to help spread the message; much like the Eau Claire Chamber of Commerce was in September. Companies that declined the opportunity to meet with Sixel staff or were not available on the days identified will receive additional information in the form of Airport packets. The packets will either be mailed directly to them depending on their location or will be dropped off by Sixel staff.

Remaining Use of SCASD Funds:

Sponsorship opportunities with the University of Wisconsin-Stout is a main target of the remaining funds. The athletic department opens up the opportunity to communicate the airport message to a whole new group of students, alumni, staff, and attendees where we have not normally been. The focus of the program is on the 2016-2017 athletic season allowing the airport to use grant funds to cover the costs of the sponsorship package while the life of the UW-Stout promotion extends well into 2017. A variety of elements are being explored including combination packages for multiple sports. The athletic department is currently in the process of evaluating what items they have available and what items the current sponsors will renew. The University should have the opportunities finalized in early May and will be able to work with the airport in putting together a package which meets the goal of engaging the new customer while humanizing the travel experience.

Contract for University of Wisconsin Stout has been signed for participation in Fall basketball/football programs.

Post Card:

The direction over the proposed postcard was switched from a focus on a specific price point on behalf of SkyWest Airlines to a more financial message concerning what that "good deal" at a large hub airport costs you. The postcard could also be turned into an infographic to use in meetings and could also be used in digital ads; albeit a pared down version of it. Drafts were presented for review and decision made on how to proceed. Currently working on final copy for review.

Promotional Items:

Items for use are on order and include for use at not only the Chippewa County Economic Development corporation, but also future sponsorship events at UW-Stout and to have on hand for inventory.

Chippewa County Economic Development Corporation Meeting:

Preparation for the annual meeting included Airport specific slides to be included in between sponsor slides during the networking opportunity. The slides detail not only the United Airlines service available, but also other attributes of the airport such as the new restaurant and the economic impact the airport has on the region.

Finally, the Airport is providing all attendees SWAG options which will be set at each place setting during the annual event. The SWAG items will continuously serve as a reminder of the airport and the United Airlines flight options as the intention is to order SWAG that will "live" with the attendee; in their office or in their home.

Explorer Solutions Update

As discussed during the WIAMA conference, since the end of the first steering committee meeting we have received some follow-up interest from a few of the companies that attended. One of those "Team Eagle" put us in contact with the Event Chair of the Airside International Event, a GSE conference taking place in Brussels at the end of the month of June. There are close to 200 ground handlers, airports, airlines and GSE manufacturers attending the conference. We believe this event would offer a good opportunity to introduce I-RAMP to a much larger crowd. The conference organizers are open to give us a 20 minutes conference slot to do the presentation. But their also asking for a financial contribution (sponsorship) to allow us to present (see text in blue below).

I-RAMP would be given a 20 minute time slot for one speaker (likely in the Preventing Aircraft Damage conference stream). The organizing committee feels that this would give I-RAMP a very good opportunity to get the project international attention and potentially more partnership. In trade for this opportunity the organizing committee would like you to take on a sponsorship. The sponsorship would cost £1500. That sponsorship would make I-RAMP the official Wi-Fi sponsor for the show, allow you to create the wi-fi password that all attendees would use, and give you other marketing and branding opportunities as well.

I believe we can negotiate this amount to about \$ 1000 US. We would like to see your interest (EAU interest- willingness) to cover this sponsorship cost. In parallel, Explorer Solutions would pay travel, event, hotel, meals and all other related expenses which we estimate at over \$ 2400 dollars. We would appreciate if you could provide an answer no later than May 20th. **Below is the event web link:**

Also, since the first steering committee, we have confirmed MSP (Minneapolis-St-Paul) and YYZ (Toronto) and Oshkosh Corporation has new committee members and project participants.

Do not hesitate to get back to us if you have any question.

Yours truly,

Christian Perreault
Senior Partner
Explorer Solutions

	A	B	C	D	E	F	G	H
1	2017 EAU Capital Improvement Plan 6-16							
3	Project Funding Sources							
4								
5	Year	Project	Total Cost	FAA Entitlement	FAA Discretionary	Wisconsin DOT	Local	
6								
7	FY2017							
8	AIP41	Reimburse RA#2 for PAPI/REIL Relocation	\$ 108,000	\$ 97,200	\$ -	\$ 5,400	\$ 5,400	
9	AIP41	Reimburse South Hangar Taxilane Design (\$41,124) Reimburse Taxilane Construction (\$325,000 estimate 3-16) Reimburse CA South Hangar Area Taxilanes (\$50,000)	\$ 416,124	\$ 374,512	\$ -	\$ 20,806.20	\$ 20,806.20	
10	AIP41	Reimburse Airfield Pavement Rehab (Crack seal perimeter road, maintenance building, and tower)(Alt 1 to AIP35)	\$ 71,556	\$ 64,400	\$ -	\$ 3,578	\$ 3,578	
11	AIP41	Rwy 14/32 Preliminary Design	\$ 50,000	\$ 45,000	\$ -	\$ 2,500	\$ 2,500	
12	AIP41	Purchase ARFF Turnout Gear and SCBA	\$ 50,000	\$ 45,000	\$ -	\$ 2,500	\$ 2,500	
13	AIP41	Joint seal and panel repairs Taxiway A and Panel Repairs 04/22	\$ 70,000	\$ 63,000	\$ -	\$ 3,500	\$ 3,500	
14	AIP41	Design Runway 14/32 Rehab	\$ 135,000	\$ 121,500	\$ -	\$ 6,750	\$ 6,750	
15	AIP41	Purchase Snow Removal Equipment (replace 1994 JD loader and new 16 ft. hydraulic sweeper)	\$ 215,000	\$ 193,500	\$ -	\$ 10,750	\$ 10,750	
16	Local	T-Hangar Construction including restrooms Design/CA \$92,331.75 Construction Estimate 6-19-15 \$771,475	\$ 870,000	\$ -	\$ -	\$ -	\$ 870,000	
17	Local	Remove and Replace tile on entrance sign	\$ 5,000				\$ 5,000	
18	Local	Replace boilers in K2 and K4 hangars	\$ 7,000				\$ 7,000	
19	Local	Replace terminal carpet extractor	\$ 6,000				\$ 6,000	
20	Local	Replace cameras at terminal and tower	\$ 5,000				\$ 5,000	
21	Local	Replace Oshkosh Windshield	\$ 2,500				\$ 2,500	
22	Local	Replace rusting quarter panels on 2010 Ford Escape	\$ 2,000				\$ 2,000	
23	Local	Replace John Deere Tractor Tires	\$ 2,500				\$ 5,000	
24	Local	Case Loader Tires	\$ 6,000				\$ 10,000	
25	Local	Replace switch in terminal borrowed from the county with new higher speed 48 port switch for cameras, parking, door access, etc.	\$ 10,100				\$ 10,100	
26	Local	Install new switch at the tower and run cable which will connect the tower to the county network and put our cameras and door access on county network.	\$ 7,000				\$ 7,000	
27	Year 2017 Total Project Costs		\$ 1,115,680	\$ 1,004,112	\$ -	\$ 55,784	\$ 985,384	