

**AGENDA**  
**Chippewa Valley Regional Airport Commission**  
**Friday, June 10, 2016, 7:30 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. May 20, 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
    - Small Community Air Service Grant Update
      1. Discussion/Action
  - b. Airport Strategic Plan Update/Review
    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. Airport Special Event Request

1. Discussion/Action

b. Eau Claire County Living Wage Ordinance

1. Discussion/Action

c. Airport Commission Annual Meeting

1. Discussion/Action

d. Proposed Closed Session pursuant to Wisconsin Stat. s. 19.85 (1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility,  
*To wit: Confirmation of airport manager performance evaluation*

Return to Open Session: Announce status of any decision or action in closed session

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, May 20, 2016, 9:30am  
Duax Commission Room  
3800 Starr Avenue, Eau Claire, WI

**MEMBERS PRESENT:** Commissioners Rick Bowe, Bill Hilgedick, Mark Olson, and Barry Wells

**MEMBERS ABSENT:** Scott Francis, David Frederikson, and Chuck Hull

**OTHERS PRESENT:** Amy Michels-Mead & Hunt, 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 9:32am.
2. **Confirmation of Meeting Notice:** The meeting was noticed.
3. **Roll Call:** Commissioners Rick Bowe, Bill Hilgedick, Mark Olson and Barry Wells were present.
4. **Approval of Minutes**
  - a. **April 13, 2016 Regular Commission Meeting:**

**On a motion by Com. Wells, seconded by Com. Hilgedick, the minutes of the April 13, 2016 meeting were approved as submitted.**  
*(Ayes 4-Nayes 0)*
5. **CVRA Finance and Activity Reports**
  - a. **Expense Vouchers and Financial Report**

The Badger State invoice is for the restaurant entrance road signage.  
The Bartingale Refrigeration invoices are for the grease trap replacement in the restaurant, as well as City-required cross-connection inspection, re-inspection and paperwork for Terminal, Tower and Fire Station.  
The Benedict invoice is for repairs to the restaurant freezer door closure and hinge adjustment.  
The Explorer Solutions invoice is for the monthly contract amount, as well as the expenses for the Steering Committee meeting at CVTC. We should also expect an invoice for the Steering Committee reception event that was held the night before.  
The Hixwood Metal invoice is for improvements made in Hangar F-4. This work was in the budget for this year.  
The Kosier Refrigeration invoice was for repairing the restaurant freezer water leak.  
The North Star Fire invoice is for the annual fire extinguisher inspections for the Terminal and Tower buildings.  
The Office Depot invoice is for the Keurig coffee brewer for the Airport Frequent Flyer Lounge.  
**On a motion by Com. Wells, seconded by Com. Hilgedick, the expense vouchers were approved as submitted.**  
*(Ayes 4-Nayes 0)*

**b. Key Indicators**

- **Airline Operations**

Airline operations are up for the month and for the year. There was discussion regarding the price comparisons that were compiled for EAU, MSP & MSP Delta. Sixel Consulting had notified us that United has put in Minneapolis Plus pricing in many markets, but there is no pattern to it and there remains many markets that still do not have Plus pricing. Commission Bowe suggested promoting the competitive airline rates online and also suggested making regular news appearances to promote the Airport and the events happening here. The Airport Director will contact the TV stations to discuss.

- **Tower Operations**

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

**c. Hangar Occupancy**

All hangars are currently rented.

**6. Public Comment Period:** No comment.

**7. Operational Matters**

**a. Airport Operations Report**

- The Airport Director reviewed the Quarterly Operations and Finance Report that is submitted to both Eau Claire and Chippewa Counties.
- The Frequent Flyer Lounge is now open. The Keurig coffee brewer has been installed and the tables and seating have been set up. Although the lounge is intended to be used primarily for United Premier Member use, it is not a United Airlines affiliated Club Lounge.
- The Airline and General Aviation Surveys are active and are being steadily completed by travelers and pilots. The survey results and feedback will continue to be tracked. There may be future discussion about providing a Midwest ATC Survey for distribution at the FBO.
- Small Community Air Service Grant Update: The Airport Director provided some examples of promotional materials from the last month. Sixel is currently completing business meetings in the area. The feedback so far has been very positive.
- The EAA Spring Fly-In and Pancake breakfast will be held on June 4<sup>th</sup>, 2016 from 8am-12pm.

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

- The next Strategic Planning Meeting will be held on June 23<sup>rd</sup>, 2016 from 7:30-11am.
- Explorer Solutions Update: Commissioner Wells discussed some points from the Steering Committee Meeting last month. The Airport will be providing a \$1000 Scholarship towards promoting the I-RAMP project at the Airside International Event.

**c. Project Summary**

- The AIP 37 ALP Update project is in progress. The draft set of plans is now ready for the Airport Director's comments. The plans can then be submitted to the state and then the FAA for approval.
- The Twy C reconstruction project has been given the green light to begin in late May. The consultant found no evidence of the Karner Blue Butterfly or the Wild Lupine plant and approved proceeding with the projects. They are working through the runway closures and construction schedules.
- The Tower Equipment Replacement work continues. A sample shade was installed this week and the ALCMS system design is in progress.
- The T-hangar construction and Taxilane projects are in progress.

**8. Previous Business: None**

**9. New Business:**

**a. 2017 Capital Improvement Budget**

- The Airport Director discussed the 2017 Capital Improvement Budget request from Eau Claire County which is due earlier than the Annual Budget this year. Commissioners agreed that this draft capital improvement budget could be submitted to the county as requested by June 10, but the final capital budget would be submitted in August with the full 2017 airport budget. The final capital budget will need to ensure there are funds to support the capital expenditures.

**10. Discuss Future Agenda Items:**

- Hangar Rental Annual CPI Adjustment/pricing (during budget)
- Livable Wage Proposal
- Commission Annual Meeting
- Drag Race

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

The next Commission Meeting will be determined after a survey of Commissioner availability.

**12. Adjournment:**

**On a motion by Com. Hilgedick, seconded by Com. Wells, the meeting was adjourned at 11:00am.**

*(Ayes 4-Nayes 0)*

Respectfully Submitted,

**Bill Hilgedick, Secretary**

**May vouchers for approval June 10, 2016**

Bartingale	Water line install for Keurig/lounge & Cross connection for Hawthorne	53610-248	\$440.43
DS Electric Supply	Tower boiler emergency switches	53615-248	\$3.16
DS Electric Supply	Bulbs for vehicle parking area behind Menards	53610-246	\$14.50
Dalco	Shop & Janitorial supplies	53610-248	767.27
Explorer Solutions	Phase 2 Airport Devel Contract, 8 of 14	53610-200	\$8,928.57
G&K Services	Uniforms <i>(includes set up for 1 employee with short sleeve shirts)</i>	53610-137	\$127.20
G&K Services	Bags & Towels	53610-298	\$12.80
Gold Cross Answering Svc	39 calls/5 email, May	53610-225	\$51.58
Goodin Company	Terminal Air Filters	53610-248	\$65.34
Houck Transit Advertising	June Bus Advertising	53610-327	\$125.00
Laforce	BEST Key Blanks for Terminal and other buildings	53610-248	\$93.00
Mead & Hunt	Professional services EAU CVRA 10-unit T-hangar, April	53610-820	\$6,463.22
O'Reilly's	Gear oil for mower (2 gal) <i>(\$29.98 - Earnback credit of \$6.47)</i>	53610-246	\$23.51
<b>Sixel</b>	Travel, lodging & meal expenses community visits, corp calls, CCEDC Mtg	53610-327-001	\$1,351.04
Southside Tire	Replacement tires for 2010 Ford Escape <i>(Dec 2015)</i>	53610-241	\$464.00
WI Dept of Natural Resources	Stormwater Tier Two Permit Fee	53610-221	\$130.00
Zich, Charity	Reimbursement for Hangar 54 Grill gift cards for survey respondents <i>(20)</i>	53615-327	\$300.00

TOTAL	<b>\$19,360.62</b>
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**BOLD** items = SCASD Grant reimbursements

*ITALICIZED* items = Tower Expenses

## Chippewa Valley Regional Airport

**2016 BUDGET COMPARISON Estimated May 31, 2016**

#	Item	12 Month Budget 2016	Budget YTD Allocated	Actual as of 5/31/16 (41.67%)	Variance YTD	Balance Remaining For Year
<b>Income</b>			41.67%			
41110	Contrib From Eau Claire Cty	\$395,079	\$164,616.25	\$164,616.25	\$0.00	\$230,462.75
47330	Contrib From Chippewa Cty	\$128,981	\$53,742.08	\$64,490.50	\$10,748.42	\$64,490.50
Sub-Total Tax Revenue		\$524,060	\$218,358.33	\$229,106.75	\$10,748.42	\$294,953.25
46340-571	Advertising	\$5,000	\$2,083.33	\$2,083.30	(\$0.03)	\$2,916.70
46340-572	Air Terminal	\$106,739	\$44,474.58	\$51,647.62	\$7,173.04	\$55,091.38
46340-573	FAA	\$12,160	\$5,066.67	\$5,066.65	(\$0.02)	\$7,093.35
46340-574	FBO	\$130,095	\$54,206.25	\$49,872.78	(\$4,333.47)	\$80,222.22
43640-575	Fuel Flowage	\$125,000	\$52,083.33	\$46,626.16	(\$5,457.17)	\$78,373.84
46340-576	Hangars	\$135,685	\$56,535.42	\$62,477.89	\$5,942.47	\$73,207.11
46340-577	Landing	\$48,500	\$20,208.33	\$18,773.67	(\$1,434.66)	\$29,726.33
43640-578	Parking	\$145,000	\$60,416.67	\$47,402.27	(\$13,014.40)	\$97,597.73
46340-579	Rental Cars	\$85,723	\$35,717.92	\$36,770.10	\$1,052.18	\$48,952.90
46340-580	Restaurant	\$0	\$0.00	\$1,200.00	\$1,200.00	(\$1,200.00)
46340-581	Tie Downs	\$216	\$90.00	\$90.00	\$0.00	\$126.00
46340-583	Utility Revs	\$8,000	\$3,333.33	\$3,093.85	(\$239.48)	\$4,906.15
46340-584	Land Lease Revs	\$28,000	\$11,666.67	\$25,606.82	\$13,940.15	\$2,393.18
46340-586	Vehicle Fuel Reimbursement	\$13,000	\$5,416.67	\$4,213.68	(\$1,202.99)	\$8,786.32
Sub-Total Operating Revenue		\$843,118	\$351,299.17	\$354,924.79	\$3,625.62	\$488,193.21
Sub-Total Taxes and Operating Rev.		\$1,367,178	\$569,657.50	\$584,031.54	\$14,374.04	\$783,146.46
46340-601	Other Revenue	\$5,000	\$2,083.33	\$637.18	(\$1,446.15)	\$4,362.82
46340-582	PFC	\$87,800	\$36,583.33	\$27,760.64	(\$8,822.69)	\$60,039.36
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	\$18,750.00	\$0.00	(\$18,750.00)	\$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	\$196,366.67	\$0.00	(\$196,366.67)	\$471,280.00
Sub-Total Other Revenue		\$609,080	\$253,783.33	\$28,397.82	(\$225,385.51)	\$580,682.18
<b>TOTAL INCOME</b>		<b>\$1,976,258</b>	<b>\$823,440.83</b>	<b>\$612,429.36</b>	<b>(\$211,011.47)</b>	<b>\$1,363,828.64</b>
<b>Expenses</b>						
53610-111	Salary Perm-Regular	\$311,288	\$129,703.33	\$120,816.46	(\$8,886.87)	\$190,471.54
-112	Salary Perm-OT	\$15,000	\$6,250.00	\$2,257.33	(\$3,992.67)	\$12,742.67
-120	Health Ins Incentive	\$1,200	\$500.00	\$500.00	\$0.00	\$700.00
-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	\$625.00	\$529.55	(\$95.45)	\$970.45
-141	Board & Comm Per Diem	\$3,500	\$1,458.33	\$1,322.44	(\$135.89)	\$2,177.56
-142	Cnty Brd & Comm Mile	\$700	\$291.67	\$183.60	(\$108.07)	\$516.40
-151	Social Security	\$24,961	\$10,400.42	\$8,980.30	(\$1,420.12)	\$15,980.70
-152	Retirement Emplr Share	\$21,535	\$8,972.92	\$6,830.65	(\$2,142.27)	\$14,704.35
-154	Hos & Health Ins	\$77,000	\$32,083.33	\$30,163.54	(\$1,919.79)	\$46,836.46
-155	Life Insurance	\$140	\$58.33	\$23.52	(\$34.81)	\$116.48
-158	Unemployment Comp	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-200	Contract Svcs	\$117,636	\$49,015.00	\$45,329.32	(\$3,685.68)	\$72,306.68
-212	Attorney Fees	\$7,000	\$2,916.67	\$535.50	(\$2,381.17)	\$6,464.50
-213	Accounting & Audit	\$3,500	\$1,458.33	\$0.00	(\$1,458.33)	\$3,500.00
-221	Water & Sewer	\$45,000	\$18,750.00	\$11,426.40	(\$7,323.60)	\$33,573.60
-222	Electric	\$89,211	\$37,171.25	\$28,246.48	(\$8,924.77)	\$60,964.52
-224	Gas & Fuel Oil	\$43,260	\$18,025.00	\$13,010.25	(\$5,014.75)	\$30,249.75
-225	Telephone & Telegraph	\$4,000	\$1,666.67	\$1,231.98	(\$434.69)	\$2,768.02
-227	Dataline/Internet	\$1,000	\$416.67	\$0.00	(\$416.67)	\$1,000.00
-241	Motor Vehicle Maint	\$12,500	\$5,208.33	\$2,683.72	(\$2,524.61)	\$9,816.28
-246	Grounds Maint	\$29,000	\$12,083.33	\$4,392.88	(\$7,690.45)	\$24,607.12
-248	Building Maint	\$26,000	\$10,833.33	\$9,769.93	(\$1,063.40)	\$16,230.07
-249	Service on Machines	\$500	\$208.33	\$0.00	(\$208.33)	\$500.00
-297	Refuse Collection	\$1,084	\$451.67	\$1,115.73	\$664.06	(\$31.73)
-298	Laundry Services	\$175	\$72.92	\$64.96	(\$7.96)	\$110.04
-299	Sundry Contract Services	\$0	\$0.00	\$11,189.12	\$0.00	\$0.00
-310	Office Supplies	\$600	\$250.00	\$61.19	(\$188.81)	\$538.81
-311	Postage and Box Rent	\$750	\$312.50	\$120.43	(\$192.07)	\$629.57

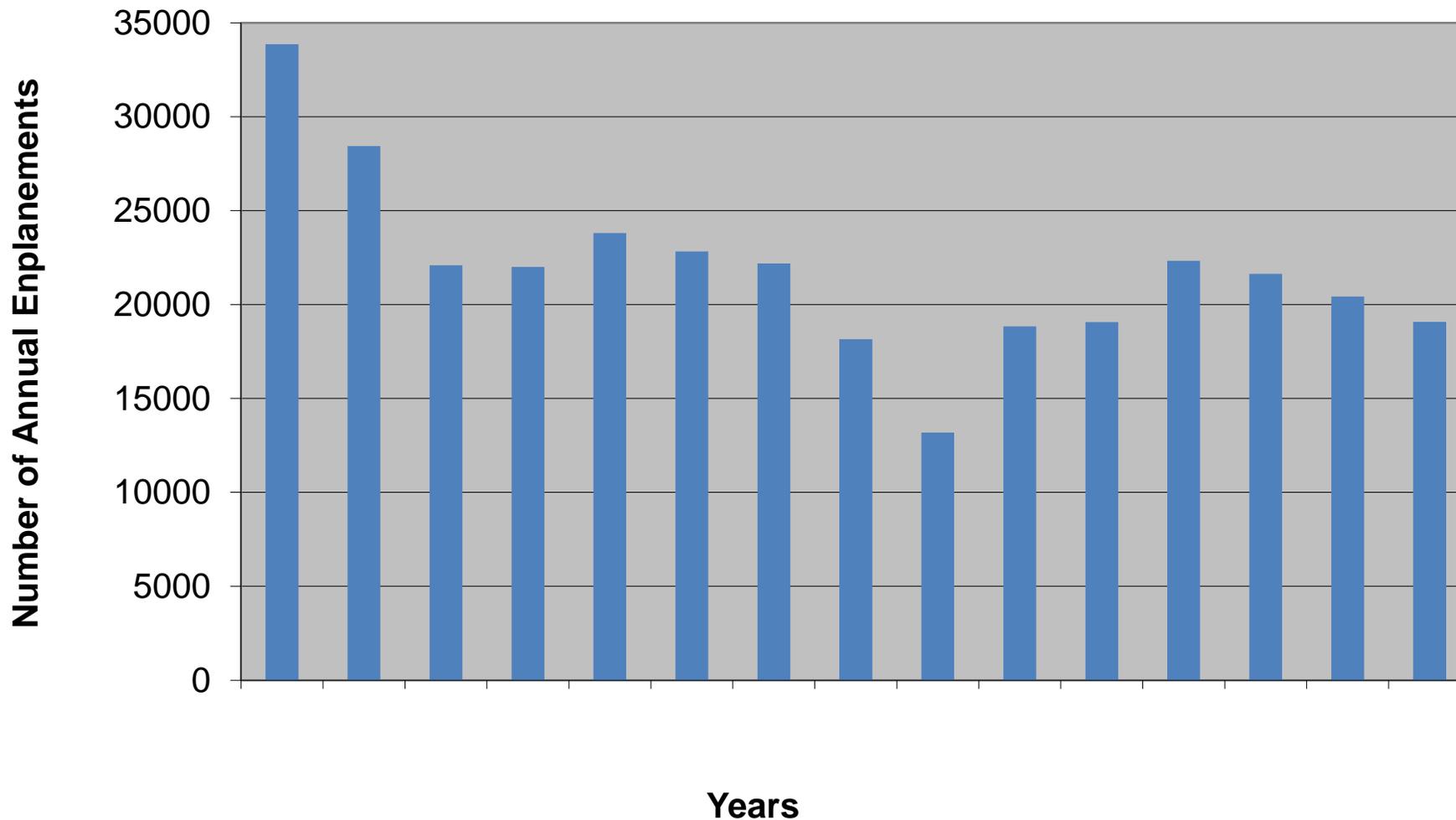
#	Item	12 Month Budget 2016	Budget YTD Allocated	Actual as of 5/31/16 (41.67%)	Variance YTD	Balance Remaining For Year
-313	Printing & Dup	\$600	\$250.00	\$235.90	(\$14.10)	\$364.10
-320	Ref Materials	\$600	\$250.00	\$256.00	\$6.00	\$344.00
-321	Publish Legal Notices	\$200	\$83.33	\$0.00	(\$83.33)	\$200.00
-324	Membership Dues	\$4,000	\$1,666.67	\$3,189.00	\$1,522.33	\$811.00
-327	Marketing	\$35,000	\$14,583.33	\$5,700.32	(\$8,883.01)	\$29,299.68
-327-001	Marketing Grant Expense	\$50,000	\$20,833.33	\$56,216.52	\$35,383.19	(\$6,216.52)
-328	Airline Recruitment	\$20,000	\$8,333.33	\$0.00	(\$8,333.33)	\$20,000.00
-330	Travel Regular	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-340	Travel-Train & Conf	\$12,500	\$5,208.33	\$1,933.66	(\$3,274.67)	\$10,566.34
-366	Fire fight supplies	\$4,500	\$1,875.00	\$0.00	(\$1,875.00)	\$4,500.00
-377	Vehicle Fuel	\$50,000	\$20,833.33	\$12,742.50	(\$8,090.83)	\$37,257.50
-510	Insurance	\$40,000	\$16,666.67	\$1,927.27	(\$14,739.40)	\$38,072.73
-615	Special Assessment	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-813	Office Equipment	\$1,500	\$625.00	\$197.84	(\$427.16)	\$1,302.16
	<b>Sub-Total Operating Expense</b>	<b>\$1,056,940.00</b>	<b>\$440,391.67</b>	<b>\$383,184.29</b>	<b>(\$57,207.38)</b>	<b>\$673,755.71</b>
53615-200	ATCT Contractual Services-Sta	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-221	ATCT Water-Sewer-Strmwtr	\$1,030	\$429.17	\$225.30	(\$203.87)	\$804.70
-222	ATCT Electricity	\$15,500	\$6,458.33	\$3,969.13	(\$2,489.20)	\$11,530.87
-224	ATCT Gas & Fuel Oil	\$4,500	\$1,875.00	\$1,260.87	(\$614.13)	\$3,239.13
-225	ATCT Telephone	\$1,500	\$625.00	\$369.33	(\$255.67)	\$1,130.67
-248	ATCT Building Maintenance	\$15,000	\$6,250.00	\$1,834.21	(\$4,415.79)	\$13,165.79
	<b>Sub-Total Tower Expense</b>	<b>\$37,530</b>	<b>\$15,637.50</b>	<b>\$7,658.84</b>	<b>(\$7,978.66)</b>	<b>\$29,871.16</b>
53610-810	Capital Equipment	\$101,350	\$42,229.17	\$30,608.37	(\$11,620.80)	\$70,741.63
-820	Capital Improvement	\$620,409	\$258,503.75	\$8,309.85	(\$250,193.90)	\$612,099.15
-829	Other Capital Improvement	\$36,100	\$15,041.67	\$13,606.39	(\$1,435.28)	\$22,493.61
58100-613	Principal/Trust Fund	\$94,394	\$39,330.83	\$94,394.00	\$55,063.17	\$0.00
58200-613	Interest/Trust Fund	\$29,535	\$12,306.25	\$29,535.41	\$17,229.16	(\$0.41)
	<b>Sub-Total Capital Expense</b>	<b>\$881,788</b>	<b>\$367,411.67</b>	<b>\$176,454.02</b>	<b>(\$190,957.65)</b>	<b>\$705,333.98</b>
	<b>TOTAL EXPENSE</b>	<b>\$1,976,258</b>	<b>\$823,440.83</b>	<b>\$567,297.15</b>		<b>\$1,408,960.85</b>
	<b>NET OPERATING INCOME</b>	<b>\$0</b>	<b>\$0</b>	<b>\$45,132.21</b>		<b>(\$45,132.21)</b>
	<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**  
 May 2016

	Month		% Diff.	Year to date		% Diff.
	2016	2015		2016	2015	
<b>AIRLINE PASSENGERS</b>						
UNITED Enplaned	1487	1247	19%	7004	6424	9%
CHARTERS Enplaned				<u>734</u>	<u>1132</u>	-35%
Total Enplaned				7738	7556	2%
UNITED Deplaned	1523	1217	25%	6812	6298	8%
CHARTERS Deplaned				<u>734</u>	<u>1132</u>	-35%
Total Deplaned				7546	7430	2%
<b>Total Enplaned/Deplaned</b>	<b>3010</b>	<b>2464</b>	<b>22%</b>	<b>15284</b>	<b>14986</b>	<b>2%</b>
<b>UNITED PERFORMANCE</b>	<b>2016</b>	<b>2015</b>		<b>2016</b>	<b>2015</b>	
Scheduled Flights/Landings	58	63	-8%	289	303	-5%
Canceled Flights						
Xnld for Wx	1	2		9	13	
Xnld for Mx	0	0		0	0	
<u>Xnld Other</u>	<u>0</u>	<u>0</u>		<u>0</u>	<u>1</u>	
<b>Total</b>	<b>1</b>	<b>2</b>	<b>-50%</b>	<b>9</b>	<b>14</b>	<b>-36%</b>
Total Landings	57	61	-7%	280	289	-3%
<b>EAU Arrival</b>						
Completion Factor	98%	97%		97%	96%	
OnTime %	84%	81%		81%	76%	
<b>EAU Departure</b>						
Completion Factor	98%	84%		96%	93%	
OnTime %	88%	81%		87%	82%	
<b>ORD Arrival</b>						
Completion Factor	93%	94%		95%	95%	
OnTime %	90%	82%		87%	81%	

All on time arrivals/departures follow DOT methodology.

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

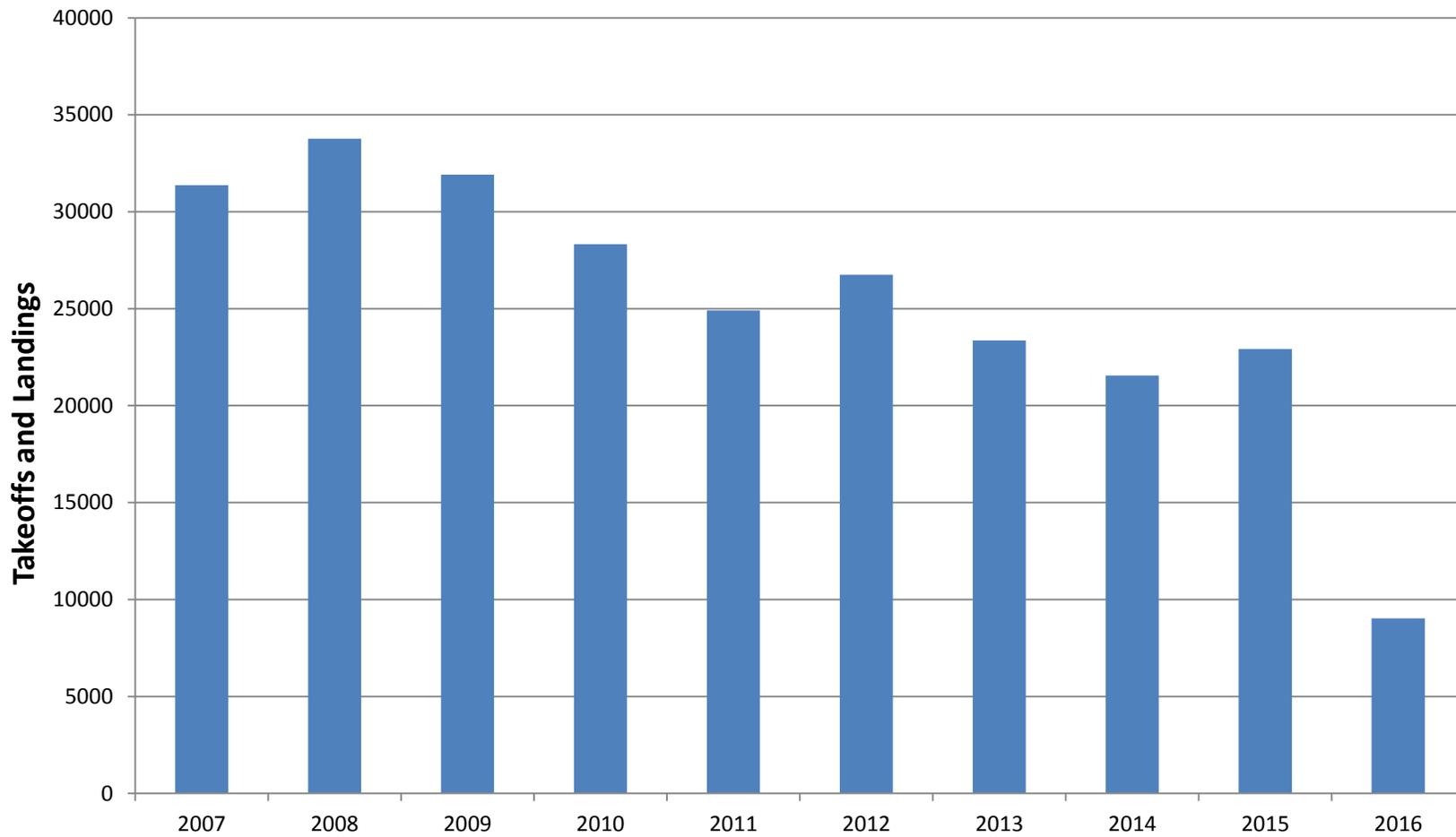


Agenda Item 5b

Chippewa Valley Regional Airport  
**Air Traffic Operations Statistics**  
 May 2016

		Month		% Diff.	Year to date		% Diff.
		2016	2015		2016	2015	
Itinerant	Air Carrier	0	4	-100%	15	18	-17%
	Commuter/ Air Taxi	191	297	-36%	949	1062	-11%
	GA	1310	1216	8%	5526	5601	-1%
	Military	46	46	0%	109	135	-19%
Local	GA	614	215	186%	2416	1751	38%
	Military	<u>10</u>	<u>10</u>	0%	<u>14</u>	<u>32</u>	-56%
<b>TOTAL</b>		2171	1788	21%	9029	8599	5%

### Annual Air Traffic Control Tower Operations



Feedback from Meetings 5/18 – 5/20/16

Business One does quite a bit of travel both internationally and domestically and usually has at least one person per week on the road and almost always uses EAU. They have customers that fly inbound as well. During our call, they cited where flights to Winnipeg out of EAU was ½ the cost of flying out of MSP.

Business Two – This corporation is based in MSP with the majority of their travel out of MSP as that is where the travelers live. Since they do have an office in the area, they do try to check for flights out of EAU and utilize if convenient.

Business Three – This company has a small amount of travel and everyone books their own. I discussed various programs, including new restaurant and UA programs.

Business Four – This firm does some travel, primarily to the Carolinas and Atlanta. Generally use EAU as they enjoy the convenience. I left the informational packet so they could explore signing up for the UA perks plus corporate program.

Business Five – This company is based in California with a large office in Chippewa Falls. I was unable to get a contact at the local office. However, I did make a cold call, but there was no receptionist and unless you had a specific name, you could not see anyone or leave information.

Business Six – Salesforce is based all over the United States and fly in for meetings as well as training. We discussed the benefits of using EAU and provided information on UA corporate programs.

Business Seven – This company has no specific travel policy as the only business travel is to the occasional trade show. Provided informational packet which has specifics on airport, restaurant and the UA perks plus corporate program

Business Eight – We met with the President of this well known local company. When he travels, he tries to exclusively use Southwest Airlines due to lack of ancillary fees (change, bag, etc) He also enjoys that WN is located in Humphry Terminal at MSP where parking and security is easier. He will use EAU on occasion, but has experienced reliability issues in the past. The company does have occasion to bring in distributors and actually has very large event this summer. They are utilizing an incentive company and we will be following up with these folks to ensure they check flights in/out of EAU. He also stated that it is an awareness issue, especially for those employees not local. Since they use the on line booking tool, CONCUR, I advised that he could work with the administrator to input EAU so it will appear first in availability screen. We also discussed putting information on internal intranet and newsletters.

Business Nine – There is only sporadic travel from this company, primarily the President and Dean. They did let me know that they do always check EAU first and will use if price competitive. We discussed the benefits of using EAU including ease of parking, security and cost of driving. They do have attend an annual conference every year in Chicago and always use EAU for that trip.

Business Ten – Since this company couldn't meet with us on our last trip in September, I wanted to follow up with them this time. They don't have much travel, but I did have the opportunity to discuss the benefits of using EAU.

Business Eleven – All travelers at this company book on line. The HR Director who is responsible for travel was not available to meet with me personally, but I did leave our informational packet behind so she would have information on airport as well as UA corporate program.

Business Twelve – This company responded via email and advised that they mostly travel by car since most of their travel is in-state. However, the Transportation Manager for this firm does use EAU for personal use and urges others to do the same as she realizes the importance of the airport to local business. She noted that the convenience outweighs the small increase in fare.

Business Thirteen – This company responded via email and advised that based on her home location she generally uses CWA or MSP due to connectivity. She was not available for a call so we could discuss further.

Business Fourteen – No Travel Coordinator but this company does utilize EAU for their business travel. Even though they don't have a lot of travel, they have been very pleased with the service. They have traveled to Mississippi, Oklahoma and have business in both Detroit and Cleveland

Business Fifteen – Had conversation via phone. This company does have travel to Chicago and they do utilize EAU on a consistent basis. However, some of their travelers are closer to other small airports in the state so they will use those if more convenient. The company is actually looking at private jet service

**CVRA Strategic Plan  
May 2016 Operational Review**

Airport Security

- The airport maintains a security plan in accordance with the Transportation Security Regulations. The airport security plan recently went through an extensive re-write per TSA regulations.
- TSA regulations are generally very onerous and designed for much larger airports. CVRA is a Category IV airport which means we are exempt from some of the more stringent regulations. If CVRA started scheduled operations of an aircraft larger than the CRJ, we would be required to step up to the next Category airport which would involve significant time and expense.
- TSA regulated airports are required to have an Airport Security Coordinator available 24/7. The Airport Director, Maintenance Supervisor, and one Maintenance person are currently trained as Airport Security Coordinators.
- As recent as 2014, the TSA tried to absolve itself of the duty to staff the exit lane at airports. After significant lobbyist and Congressional intervention, TSA was forced to rescind their efforts. However, I believe this will come around again. It is worth considering future exit lane technology that would not require staffing.

Perimeter Fence

- The perimeter fence is currently 6' high in most locations.
- Currently our capital improvement plan includes a project to increase the height of the fence to 10 feet. This project will likely also include burying some fence to prevent digging under the fence.
- A recent Wildlife Hazard Assessment by the USDA indicated the need to increase the height of the perimeter fence and keep wildlife habitat (trees) as far away from the perimeter fence as possible.
- When the fence is replaced, we will put in a card access system at all gates and remove code/remote access.
- Several of our gates and gate operators are also in need of replacement which will happen when the fence is replaced. When the gate operators are replaced we should consider installing Opticom which allows the City police, fire, and ambulance to get through the gates without a remote.
- The fence replacement project is estimated at \$1 million+.

Technology

- The airport terminal and firestation became networked with Eau Claire County in the last 5 years. The tower does not currently have access to the county network. The necessary switch and cabling to make the connection was included in the 2016 budget but may be deferred depending on fund availability.

- Another item in the 2016 budget that will possibly be deferred to 2017 is replacement of the network switches for the terminal and camera systems. We have a 10 GB line feeding into 1 GB switches so we are not fully utilizing the capability of the feed to the airport.
- The terminal camera system recently moved over to county software as our camera server was in need of replacement. This no longer requires the airport to maintain its own server. The county borrowed the airport one of the switches mentioned above on a short term basis when we switched over. We also researched putting our card access system on the county program but the expense was greater than the cost of maintaining/replacing our own equipment.
- The County is on a five year replacement plan for office computers and we follow that plan.
- Much of the equipment in the terminal and the tower that were installed with projects are starting to get dated and need replacement. We need to budget annually to be constantly upgrading software, servers, cameras, etc.
- All of our operations vehicles are equipped with internet access. This allows us to issue NOTAMs directly from the vehicle and also use an iPad to complete credit card transactions if our parking system goes down.

**CVRA Strategic Plan**

**June 2016 Operational Review**

Airport Fire Station

- The airport fire station was built in the 1980's.
- The furnace was replaced in 2015.
- The roof is in need of complete replacement.
- The truck bay is barely large enough to fit our current fire truck. The door opening is about 6" wider than the truck and the bay is about 2' deeper than the truck.
- Lighting in the truck bay is currently 8' T12 fixtures that are obsolete and need upgrade.
- The second (backup) ARFF truck is currently stored in the maintenance shop.
- Currently shown on our capital improvement plan for remodel and expansion when FAA funds become available.

Jim Armstrong Maintenance Facility

- The facility was built in two separate projects and named after long time airport maintenance supervisor, Jim Armstrong, in 2011.
- The roof on the older section of the building was spray coated in 2013 to enhance the life and provide additional thermal protection.
- Lighting inside the facility was recently upgraded to LED, replacing the 8' T12 Lights previously installed in the building.
- A pipe froze in the back restroom area in 2013-14. If that area is to be used again the flooring needs to be addressed.
- There is currently no emergency power available for this building. If there is a power outage, we are unable to access the equipment inside the building.

Passenger Facility Charge

- The airport charges a \$4.50 passenger facility charge for every airline passenger departing the airport. The airlines collect for the airport and keep \$.11 per passenger for administration.
- Due to the low number of enplaned passengers, the airport collects on projects previously completed versus collecting for future projects.
- PFC Application 3 was approved by the FAA for collection starting May 1, 2015 through June 1, 2024 in the amount of \$771,310.
- An annual audit of PFC collections is required by the FAA and conducted in conjunction with the annual Eau Claire County audit.

## EAU Capital Improvement Plan 8-21-15

Year	Project	Total Cost	Project Funding Sources			
			FAA Entitlement	FAA Discretionary	Wisconsin DOT	Local
<b>FY2015 - Estimate</b>						
AIP32	AIP 32 Eligibility Determination at Closeout	\$ 6,000			\$ 3,000	\$ 3,000
AIP34	AIP 34 Engineering Amendment	\$ 78,188	\$ -	\$ 70,369	\$ 3,909	\$ 3,909
AIP38	Reimburse Design Taxiway C	\$ 208,373	\$ 187,536	\$ -	\$ (93,768)	\$ (93,768)
AIP38	Reconstruct Taxiway C (Runway 4/22 to Runway 14 end) including CA	\$ 1,900,000	\$ 770,000	\$ 940,000	\$ 95,000	\$ 95,000
Sponsor	Design/Construct/CA South Hangar Area Taxilane (Reimburse in 2016)	\$ 262,495	\$ -	\$ -	\$ -	\$ 262,495
Sponsor	Replace Tower Equipment (Reimburse in 2016)	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000
<b>Year 2015 Total Project Costs</b>		<b>\$2,705,056</b>	<b>\$ 957,536</b>	<b>\$ 1,010,369</b>	<b>\$ 8,142</b>	<b>\$ 520,637</b>
<b>FY2016</b>						
AIP35	AIP 35 Reimburse design engineering amendment	\$ 77,650	\$ -	\$ 69,885	\$ 3,883	\$ 3,883
AIP36	Reimburse AIP 36 Amendment for SRE purchase	\$ 31,494		\$ 28,345	\$ 1,575	\$ 1,575
AIP39	Crack seal and rubber removal	\$ 33,000	\$ 29,700	\$ -	\$ 1,650	\$ 1,650
AIP39	Reimburseable Agreement #2 for PAPI/REIL Relocation	\$ 100,000	\$ 90,000	\$ -	\$ 5,000	\$ 5,000
AIP39	Design/Construction/CA to relocate Runway 04 PAPI/REILs and assoc pavement markings to relocate threshold (Phase III Twy A)	\$ 320,000	\$ 320,000	\$ -	\$ 4,500	\$ 4,500
AIP39	Runway 14/32 Planning Reimbursement	\$ 7,500	\$ 6,750	\$ -	\$ (3,375)	\$ (3,375)
AIP39	Reimburse Design, Construction and CA South Hangar Area Taxilanes	\$ 262,495	\$ 236,246	\$ -	\$ (118,123)	\$ (118,123)
AIP39	Reimburse Replace Tower Equipment	\$ 250,000	\$ 225,000	\$ -	\$ (112,500)	\$ (112,500)
AIP39	Reimburse Airfield Pavement Rehab (Crack seal perimeter road, maintenance building, and tower)(Alt 1 to AIP35)	\$ 71,556	\$ 64,400	\$ -	\$ (32,200)	\$ (32,200)
Sponsor	T-Hangar Construction including restrooms	\$ 870,000	\$ -	\$ -	\$ -	\$ 870,000
<b>Year 2016 Total Project Costs</b>		<b>\$2,023,695</b>	<b>\$ 972,096</b>	<b>\$ 98,230</b>	<b>\$ (249,591)</b>	<b>\$ 620,409</b>

EAU Six Year Capital Improvement Plan 5-16							Agenda Item 8a				
Year	Project	Total Cost	Project Funding Sources				Local				
			FAA Entitlement	FAA Discretionary	Wisconsin DOT						
<b>FY2015</b>											
AIP38	Reconstruct Taxiway C (Runway 4/22 to Runway 14 end) including Design, CA and Amendment #1	\$ 2,138,304	\$ 812,464	\$ 1,325,840	\$ 105,047	\$ 105,048	paid \$183,000 for AIP37 Owe \$115,000 for AIP37/38				
	<b>Year 2015 Total Project Costs</b>	<b>\$ 2,138,304</b>	<b>\$ 812,464</b>	<b>\$ 1,325,840</b>	<b>\$ 105,047</b>	<b>\$ 105,048</b>					
<b>FY2016</b>							<u>Funding</u>				
AIP34	AIP 34 Amendment	\$ 113,439	\$ -	\$ 102,095	\$ 5,672	\$ 5,672	\$300,000	check 12/1/2015			
AIP35	AIP 35 Reimburse design engineering amendment	\$ 77,650	\$ -	\$ 69,885	\$ 3,883	\$ 3,883	112,000	AIP 34 excess			
AIP36	Reimburse AIP 36 Amendment for SRE purchase	\$ 31,494	\$ -	\$ 28,345	\$ 1,575	\$ 1,575	\$79,000	AIP 36 airfield marking reimb			
AIP39	Replace Tower Equipment Design/CA/Construction	\$ 443,100	\$ 398,790	\$ -	\$ 22,155	\$ 22,155	\$67,952	AIP 37 excess			
AIP40	Design Runway 04 Threshold Relocation (\$110,275) Construct Rwy 04 (\$454,594) Estimate CA Rwy 04 (\$50,000) Estimate	\$ 614,869	\$ 553,382	\$ -	\$ 30,743	\$ 30,743	<u>\$620,409</u>	Airport Capital Budget (uses \$471,280 of cash balance leaving ~\$166,000 remaining)			
AIP40	Reimbursable Agreement #1 for PAPI/REIL Relocation	\$ 52,742	\$ 47,468		\$ 2,637	\$ 2,637	\$1,179,361	*plus we could defer another \$50,000 in capital to 2017 budget			
AIP41	(actual \$94,543.73 plus \$17,000 amendment)	\$ 112,000			\$ 56,000	\$ 56,000					
AIP44	Runway 14/32 Planning (Reimburse 2017) Estimate	\$ 50,000	\$ -	\$ -	\$ 25,000	\$ 25,000					
AIP41	South Hangar Taxilane Design (\$41,124) Taxilane Construction (\$325,000 estimate 3-16) CA South Hangar Area Taxilanes (\$50,000) Estimate (Reimburse 2017)	\$ 416,124	\$ -	\$ -	\$ 208,062.00	\$ 208,062.00					
Sponsor	T-Hangar Construction including restrooms Design/CA \$92,331.75 Construction Estimate 6-19-15 \$771,475	\$ 810,254	\$ -	\$ -	\$ -	\$ 810,254					
	<b>Year 2016 Total Project Costs</b>	<b>\$ 2,671,672</b>	<b>\$ 999,640</b>	<b>\$ 200,325</b>	<b>\$ 330,727</b>	<b>\$ 1,140,981</b>					



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### MEMORANDUM

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TO: AIRPORT COMMISSION

FROM: KEITH R. ZEHMS, CORPORATION COUNSEL

DATE: JUNE 3, 2016

SUBJECT: APPLICABILITY OF THE PROPOSED LIVING WAGE ORDINANCE

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You have asked whether the proposed living wage ordinance which would create Chapter 2.95 of the county code applies to operation of the Chippewa Valley Regional Airport? The answer is "No".

The Ownership and Operation Agreement for the Chippewa Valley Regional Airport is an Intergovernmental Agreement with Chippewa County. Therefore, the Agreement with another governmental entity is exempt from the definition of service contract under Section 2.95.005 A.1.d.

In addition, under Wis. Stat. §114.14(2)(a) the Chippewa Valley Regional Airport Commission is vested with jurisdiction for "the construction, improvement, equipment, maintenance, operation, and promotion of the Airport." See Chippewa Valley Regional Airport Ownership and Operation Agreement *Paragraph (1)*. Further Wis. Stat. §114.14(2)(e) states that "The commission shall have complete and exclusive control and management over the airport for which it has been appointed."

Based on the above it is my opinion that the Chippewa Valley Regional Airport is not subject to the living wage ordinance.

## Chippewa Valley Regional Airport

2015 BUDGET COMPARISON Estimated June 10, 2016

#	Item	12 Month Budget 2015	Budget YTD Allocated	Actual as of 12/31/15 (100%)	Variance YTD	Balance Remaining For Year
<b>Income</b>			100.00%			
41110	<b>Contrib From Eau Claire Cty</b>	\$391,167	\$391,167.00	\$391,167.00	\$0.00	\$0.00
47330	<b>Contrib From Chippewa Cty</b>	\$127,704	\$127,704.00	\$127,704.00	\$0.00	\$0.00
<b>Sub-Total Tax Revenue</b>		<b>\$518,871</b>	<b>\$518,871.00</b>	<b>\$518,871.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
46340-571	<b>Advertising</b>	\$5,000	\$5,000.00	\$6,167.80	\$1,167.80	(\$1,167.80)
46340-572	<b>Air Terminal</b>	\$108,724	\$108,724.00	\$108,882.30	\$158.30	(\$158.30)
46340-573	<b>FAA</b>	\$12,160	\$12,159.96	\$12,159.96	\$0.00	\$0.00
46340-574	<b>FBO</b>	\$128,839	\$128,839.00	\$129,633.75	\$794.75	(\$794.75)
43640-575	<b>Fuel Flowage</b>	\$107,500	\$107,500.00	\$141,296.88	\$33,796.88	(\$33,796.88)
46340-576	<b>Hangars</b>	\$133,436	\$133,436.00	\$127,328.55	(\$6,107.45)	\$6,107.45
46340-577	<b>Landing</b>	\$44,700	\$44,700.00	\$47,048.54	\$2,348.54	(\$2,348.54)
43640-578	<b>Parking</b>	\$155,000	\$155,000.00	\$132,962.15	(\$22,037.85)	\$22,037.85
46340-579	<b>Rental Cars</b>	\$90,000	\$90,000.00	\$94,209.90	\$4,209.90	(\$4,209.90)
46340-580	<b>Restaurant</b>	\$22,360	\$22,360.00	\$0.00	(\$22,360.00)	\$22,360.00
46340-581	<b>Tie Downs</b>	\$144	\$144.00	\$216.00	\$72.00	(\$72.00)
46340-583	<b>Utility Revs</b>	\$7,000	\$7,000.00	\$8,623.88	\$1,623.88	(\$1,623.88)
46340-584	<b>Land Lease Revs</b>	\$27,000	\$27,000.00	\$28,986.75	\$1,986.75	(\$1,986.75)
46340-586	<b>Vehicle Fuel Reimbursement</b>	\$25,000	\$25,000.00	\$14,237.89	(\$10,762.11)	\$10,762.11
<b>Sub-Total Operating Revenue</b>		<b>\$866,863</b>	<b>\$866,862.96</b>	<b>\$851,754.35</b>	<b>(\$15,108.61)</b>	<b>\$15,108.61</b>
<b>Sub-Total Taxes and Operating Rev.</b>		<b>\$1,385,734</b>	<b>\$1,385,733.96</b>	<b>\$1,370,625.35</b>	<b>(\$15,108.61)</b>	<b>\$15,108.61</b>
46340-601	<b>Other Revenue</b>	\$5,000	\$5,000.00	\$22,638.70	\$17,638.70	(\$17,638.70)
46340-582	<b>PFC</b>	\$89,995	\$89,995.00	\$78,940.12	(\$11,054.88)	\$11,054.88
46340-585	<b>Airline Recruit Reimb</b>	\$0	\$0.00	\$0.00	\$0.00	\$0.00
46340-515	<b>Insurance Refunds</b>	\$0	\$0.00	\$0.00	\$0.00	\$0.00
43619	<b>Airport Grants</b>	\$150,000	\$150,000.00	\$59,793.49	(\$90,206.51)	\$90,206.51
49210	<b>Transfer Fr. Gen'l Fund</b>	\$0	\$0.00	\$0.00	\$0.00	\$0.00
49300	<b>Airport/ N/L Funds Applied</b>	\$366,252	\$366,252.00	\$0.00	(\$366,252.00)	\$366,252.00
<b>Sub-Total Other Revenue</b>		<b>\$611,247</b>	<b>\$611,247.00</b>	<b>\$161,372.31</b>	<b>(\$449,874.69)</b>	<b>\$449,874.69</b>
<b>TOTAL INCOME</b>		<b>\$1,996,981</b>	<b>\$1,996,980.96</b>	<b>\$1,531,997.66</b>	<b>(\$464,983.30)</b>	<b>\$464,983.30</b>
<b>Expenses</b>						
53610-111	<b>Salary Perm-Regular</b>	\$308,206	\$308,206.00	\$299,682.01	(\$8,523.99)	\$8,523.99
-112	<b>Salary Perm-OT</b>	\$17,000	\$17,000.00	\$6,578.50	(\$10,421.50)	\$10,421.50
-120	<b>Health Ins Incentive</b>	\$600	\$600.00	\$1,200.00	\$600.00	(\$600.00)
-121	<b>Salary Temp Regular</b>	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-136	<b>PTO-ELB-Lump Sum Payout</b>	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-137	<b>Clothing Allowance</b>	\$2,200	\$2,200.00	\$1,528.23	(\$671.77)	\$671.77
-141	<b>Board &amp; Comm Per Diem</b>	\$4,500	\$4,500.00	\$3,675.00	(\$825.00)	\$825.00
-142	<b>Cnty Brd &amp; Comm Mile</b>	\$800	\$800.00	\$635.46	(\$164.54)	\$164.54
-151	<b>Social Security</b>	\$24,878	\$24,878.00	\$22,847.17	(\$2,030.83)	\$2,030.83
-152	<b>Retirement Emplr Share</b>	\$22,114	\$22,114.00	\$18,542.65	(\$3,571.35)	\$3,571.35
-154	<b>Hos &amp; Health Ins</b>	\$73,065	\$73,065.00	\$72,721.50	(\$343.50)	\$343.50
-155	<b>Life Insurance</b>	\$140	\$140.00	\$71.57	(\$68.43)	\$68.43
-158	<b>Unemployment Comp</b>	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-200	<b>Contract Svcs</b>	\$0	\$0.00	\$81,785.71	\$81,785.71	(\$81,785.71)
-212	<b>Attorney Fees</b>	\$7,000	\$7,000.00	\$4,061.00	(\$2,939.00)	\$2,939.00
-213	<b>Accounting &amp; Audit</b>	\$3,500	\$3,500.00	\$2,200.00	(\$1,300.00)	\$1,300.00
-221	<b>Water &amp; Sewer</b>	\$56,650	\$56,650.00	\$45,198.50	(\$11,451.50)	\$11,451.50
-222	<b>Electric</b>	\$85,862	\$85,862.00	\$82,512.83	(\$3,349.17)	\$3,349.17
-224	<b>Gas &amp; Fuel Oil</b>	\$41,200	\$41,200.00	\$25,778.12	(\$15,421.88)	\$15,421.88
-225	<b>Telephone &amp; Telegraph</b>	\$4,000	\$4,000.00	\$4,294.26	\$294.26	(\$294.26)
-227	<b>Dataline/Internet</b>	\$1,000	\$1,000.00	\$500.00	(\$500.00)	\$500.00
-241	<b>Motor Vehicle Maint</b>	\$12,000	\$12,000.00	\$5,194.73	(\$6,805.27)	\$6,805.27
-246	<b>Grounds Maint</b>	\$35,175	\$35,175.00	\$32,196.59	(\$2,978.41)	\$2,978.41
-248	<b>Building Maint</b>	\$25,000	\$25,000.00	\$24,515.97	(\$484.03)	\$484.03
-249	<b>Service on Machines</b>	\$500	\$500.00	\$0.00	(\$500.00)	\$500.00
-297	<b>Refuse Collection</b>	\$1,024	\$1,024.00	\$1,062.60	\$38.60	(\$38.60)
-298	<b>Laundry Services</b>	\$115	\$115.00	\$167.60	\$52.60	(\$52.60)
-299	<b>Sundry Contract Services</b>	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-310	<b>Office Supplies</b>	\$500	\$500.00	\$805.98	\$305.98	(\$305.98)

#	Item	12 Month Budget 2015	Budget YTD Allocated	Actual as of 12/31/15 (100%)	Variance YTD	Balance Remaining For Year
-311	Postage and Box Rent	\$600	\$600.00	\$678.88	\$78.88	(\$78.88)
-313	Printing & Dup	\$600	\$600.00	\$681.91	\$81.91	(\$81.91)
-320	Ref Materials	\$500	\$500.00	\$514.81	\$14.81	(\$14.81)
-321	Publish Legal Notices	\$200	\$200.00	\$0.00	(\$200.00)	\$200.00
-324	Membership Dues	\$4,000	\$4,000.00	\$3,155.70	(\$844.30)	\$844.30
-327	Marketing	\$35,000	\$35,000.00	\$28,627.77	(\$6,372.23)	\$6,372.23
-327-001	Marketing Grant Expense	\$150,000	\$150,000.00	\$71,474.17	(\$78,525.83)	\$78,525.83
-328	Airline Recruitment	\$20,000	\$20,000.00	\$8,279.01	(\$11,720.99)	\$11,720.99
-330	Travel Regular	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-340	Travel-Train & Conf	\$9,500	\$9,500.00	\$7,438.50	(\$2,061.50)	\$2,061.50
-366	Fire fight supplies	\$4,500	\$4,500.00	\$0.00	(\$4,500.00)	\$4,500.00
-377	Vehicle Fuel	\$60,000	\$60,000.00	\$17,118.07	(\$42,881.93)	\$42,881.93
-510	Insurance	\$36,000	\$36,000.00	\$40,443.76	\$4,443.76	(\$4,443.76)
-615	Special Assessment	\$0	\$0.00	\$30,835.68	\$30,835.68	(\$30,835.68)
-813	Office Equipment	\$3,000	\$3,000.00	\$308.79	(\$2,691.21)	\$2,691.21
<b>Sub-Total Operating Expense</b>		<b>\$1,050,929.00</b>	<b>\$1,050,929.00</b>	<b>\$947,313.03</b>	<b>(\$103,615.97)</b>	<b>\$103,615.97</b>
53615-200	ATCT Contractual Services-Star	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-221	ATCT Water-Sewer-Strmwtr	\$1,000	\$1,000.00	\$904.35	(\$95.65)	\$95.65
-222	ATCT Electricity	\$15,480	\$15,480.00	\$15,169.47	(\$310.53)	\$310.53
-224	ATCT Gas & Fuel Oil	\$5,000	\$5,000.00	\$2,607.01	(\$2,392.99)	\$2,392.99
-225	ATCT Telephone	\$1,500	\$1,500.00	\$1,170.61	(\$329.39)	\$329.39
-248	ATCT Building Maintenance	\$15,000	\$15,000.00	\$13,227.52	(\$1,772.48)	\$1,772.48
<b>Sub-Total Tower Expense</b>		<b>\$37,980</b>	<b>\$37,980.00</b>	<b>\$33,078.96</b>	<b>(\$4,901.04)</b>	<b>\$4,901.04</b>
53610-810	Capital Equipment	\$56,979	\$56,979.00	\$44,211.89	(\$12,767.11)	\$12,767.11
-820	Capital Improvement	\$697,164	\$697,164.00	\$408,901.40	(\$288,262.60)	\$288,262.60
-829	Other Capital Improvement	\$30,000	\$30,000.00	\$5,740.00	(\$24,260.00)	\$24,260.00
58100-613	Principal/Trust Fund	\$87,343	\$87,343.00	\$87,343.45	\$0.45	(\$0.45)
58200-613	Interest/Trust Fund	\$36,586	\$36,586.00	\$36,585.96	(\$0.04)	\$0.04
<b>Sub-Total Capital Expense</b>		<b>\$908,072</b>	<b>\$908,072.00</b>	<b>\$582,782.70</b>	<b>(\$325,289.30)</b>	<b>\$325,289.30</b>
<b>TOTAL EXPENSE</b>		<b>\$1,996,981</b>	<b>\$1,996,981.00</b>	<b>\$1,563,174.69</b>		<b>\$433,806.31</b>
<b>NET OPERATING INCOME</b>		<b>\$0</b>	<b>(\$0)</b>	<b>(\$31,177.03)</b>		<b>\$31,176.99</b>
<b>Revenue</b>						
- Hangar account is short \$6500 because the funds that were deposited with the county in 2014 were not moved into 2015.						
- Parking and PFC's are down because airline traffic was down.						
- Vehicle Fuel is under because Avis stopped buying fuel from the airport.						
- The remainder of the grant funds will be spent in 2016.						
<b>Expense</b>						
- Contract Svcs account is for Explorer Solutions contract for airport development that was approved after the 2015 budget was completed.						
- Special Assessment was for the remainder of the Starr Ave reconstruction project that was supposed to be completed in 2014 but not finished until 20						
- Capital improvement is under budget because the t-hangar project was not completed in 2015. Projects funded under this account to be reimbursed by the FAA in 2016 include ATCT Equipment design, south GA taxilane design, runway 04 threshold design and FAA reimburseable agreement #2.						
<b>Cash Balance</b>						
Per 2012 Audit Report		\$948,000				
Per 2013 Audit Report		\$687,563				
Per 2014 Audit Report		\$666,546				
2015 Estimate		\$635,369				