

AGENDA
Chippewa Valley Regional Airport Commission
Friday, August 19, 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. **July 15, 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
 - Regional Air Service Alliance
 - Airport Community Outreach
 - Quarterly Airport Finance and Operations Report
 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
 - AIP 40 Runway 04 Threshold Relocation
 - T-Hangar Construction
 - South Hangar Area Taxilane Design
 1. **Discussion/Action**

- 8. Previous Business:**
 - a. Final Airport Operating and Capital Improvement Budget**
 - 1. Discussion/Action**
 - b. Approval of Airport Strategic Plan 2016-2018**
 - 1. Discussion/Action**
- 9. New Business: None.**
- 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, July 15, 2016, 7:30am
Duax Commission Room
3800 Starr Avenue, Eau Claire, WI

MEMBERS PRESENT: Commissioners Rick Bowe, Scott Francis, David Frederikson, Bill Hilgedick, Mark Olson and Barry Wells

MEMBERS ABSENT: Chuck Hull

OTHERS PRESENT: Paul Strege-Mead & Hunt, Charity Zich-Airport Director and Erin Switzer-Administrative Associate

1. **Call to Order:** Chair Rick Bowe called the meeting to order at 7:33am.
2. **Confirmation of Meeting Notice:** The meeting was noticed.
3. **Roll Call:** Commissioners Rick Bowe, Scott Francis, David Frederikson, Bill Hilgedick, Mark Olson and Barry Wells were present.
4. **Approval of Minutes**
 - a. **June 10, 2016 Regular Commission Meeting:**
 On a motion by Com. Wells, seconded by Com. Francis, the minutes of the June 10, 2016 meeting were approved as submitted.
(Ayes 6-Nayes 0)
 - b. **June 23, 2016 Special Commission Meeting:**
 On a motion by Com. Francis, seconded by Com. Frederikson, the minutes of the June 23, 2016 meeting were approved as submitted.
(Ayes 6-Nayes 0)
5. **CVRA Finance and Activity Reports**
 - a. **Expense Vouchers and Financial Report**
 The Bartingale invoice was for restaurant repairs and replacement of the hot water heater that were previously noted to Commissioners.
 The Kosier invoice was for restaurant repairs. The invoice for the beer cooler door has already been reimbursed to us by Hangar 54 Grill as the door had been left open.
 The Sherwin Williams invoices are for paint and glass beads for repainting the entire airfield except Runway 04/22.
 The Airport Director discussed the addition of the 'Capital Advances Subject to Reimbursement' document and the Commission reviewed and wishes to continue reimbursement updates.
 On a motion by Com. Frederikson, seconded by Com. Francis, the expense vouchers were approved as submitted.
(Ayes 6-Nayes 0)

b. Key Indicators

- **Airline Operations**

Airline operations are up for the month and for the year. Commissioners discussed the price comparisons that were compiled for UA EAU, UA MSP & Delta MSP and reviewed the annual enplanement numbers. The Commissioners agreed that the most benefit for the annual numbers comes at the end of the year when it can fully be compared to previous years. Commissioners requested that the airfares within \$100 of the EAU fare be underlined.

- **Tower Operations**

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

c. Hangar Occupancy

All hangars are currently rented. Some of the T-Hangar leases are short term. There are two names on the waiting list and two names on the South Facing hangars waiting list.

6. Public Comment Period: No comment.

7. Operational Matters

a. Airport Operations Report

- Small Community Air Service Grant Update: The Airport Director updated Commissioners on the progress of the grant in the last month.
- Airport Community Outreach: The Airport Director updated Commissioners on the airport community outreach opportunities year to date.

b. Airport Strategic Plan Update/Review

- The July Operational Review covered Fees for Fuel Flowage, Landings, Parking and Maintenance. There was discussion of increasing parking fees sometime in the next couple of years and looking into decreasing the fuel flowage fees for 100LL to spur increased activity.

c. Project Summary

- The AIP 37 ALP Update project is in progress. The plans have been reviewed by the Airport Director and a revised set was presented to the Commission at the strategic planning meeting. The next step is submittal to the Bureau of Aeronautics for review and then the FAA.
- The Twy C reconstruction project is in progress and the project is scheduled for substantial completion around the first week of August.
- The Tower Equipment Replacement work continues. The new tower cab shades have been installed and the site survey for the lighting control system has been completed. The digital voice recorder and the voice switch recorder should arrive around late July/early August.
- The Runway 04 Threshold Relocation project is underway with the threshold being moved today.

- The T-hangar and South Taxilane construction projects are postponed until 2017.

8. Previous Business:

a. Airport Strategic Plan

The Airport Director and Commission reviewed the SWOT Analysis Principles and key points. The discussion focused on the principles of Service, Business and Public Relations and (5) key points will be moved forward as action items for the next 2 year period.

1. Service - Make an annual airline presentation to evaluate additional or improved air service opportunities.
2. Service – Increase the frequency of promoting the overall savings and convenience of flying local.
3. Public Relations – Start and administer periodic Business Partner meetings with key airport stakeholders to enhance the customer experience.
4. Public Relations – Coordinate Employee Recognition Program for Airport employees and tenants
5. Business – Enhance the airport financial position through value added projects (i.e. Explorer Solutions Project, Corporate Hangar Development, Airport Hangar Development, etc.)

9. New Business:

a. Draft Airport Operating and Capital Improvement Budget

The Airport Director presented the first draft of the 2017 airport operating and capital improvement budget. The Airport Director reviewed the various budget documents and noted that the personnel expenses are an estimate as the final numbers have not been received from Eau Claire County, the budget includes a zero percent increase in hangar rent based on the CPI, and the capital budget includes the new t-hangar construction. No changes to the draft budget was requested by Commissioners. The final budget will be presented at the August meeting.

b. FAA Final Policy on Non-Aeronautical Use of Hangars

The Airport Director discussed the FAA Final Policy on Non-Aeronautical Use of Hangars. The Commission requested that a copy of the policy be distributed to the Hangar and Land Lease Tenants. A copy of the revised policy will be submitted to tenants with the next quarterly airport newsletter for their reference.

10. Discuss Future Agenda Items:

Final 2017 Airport Budget & Final Strategic Plan

11. Set Future Meeting Dates and Times:

The next regular Commission Meeting will take place on Friday, August 19th at 7:30am.

12. Adjournment:

On a motion by Com. Francis, seconded by Com. Wells, the meeting was adjourned at 9:28am.

(Ayes 6-Nayes 0)

Respectfully Submitted,

Bill Hilgedick, Secretary

July vouchers for approval August 19, 2016

Agenda Item 5a

Airport Lighting Co.	Shipping charge to return warrantied taxiway lights from Alpha project from 2014	53610-246	\$21.71
Certified Testing	Annual test and service of backflow preventers	53610-248	\$285.00
Certified Testing	Annual test and service of backflow preventers - TOWER	<i>53615-248</i>	\$95.00
City of Eau Claire	Q2 Water/Storm Sewer Charges	53610-221	\$11,491.65
City of Eau Claire	Q2 Water/Storm Sewer Charges - ATCT Tower	<i>53615-221</i>	\$230.20
Cummins	Replacement battery for charger for Tower generator	<i>53615-248</i>	\$829.00
Deere & Company	John Deere HX20 Flex-Wing Mower - tractor towed PTO driven w/ 6 foam filled tires	53610-810	\$20,496.63
Eau Claire Chamber	Advertising inserts for 2016 UWEC Welcome Packets	53610-327	\$135.00
Eva International Media	I-RAMP Advertising - Sponsor presentation for Airside Int'l Event	53610-327	\$1,000.00
Explorer Solutions	Phase 2 Airport Devel Contract, 10 of 14	53610-200	\$8,928.57
Fastenal	Parts for mower deck repairs	53610-246	\$8.53
Flight Light Inc.	Micro controller and relay for PAPI lighting	53610-246	\$498.57
G & K Services	Uniforms	53610-137	\$126.19
G & K Services	Bags & Towels	53610-298	\$16.00
Gator Garb	CVRA Logo items - bandage dispenser for UWEC Welcome Packet	53610-327-001	\$3,100.58
Genesis Lamp	Airfield Lamps	53610-246	\$300.50
Gold Cross	52 calls/3 email, July	53610-225	\$58.40
Goodin Company	Terminal Air Filters & Basement sump pump check valve	53610-248	\$74.28
Houck Transit	August Bus Advertising	53610-327	\$125.00
Johnson Litho	Advertising - Printing of Airport Rack Cards	53610-327	\$83.00
Per Mar Security	Access control work at ATCT-Power cycled panels to restore comms to strike	<i>53615-248</i>	\$284.00
Pomasl Fire	(10) 5-gallon pails of Chemguard/3% AFFF Foam Concentrate; ARFF supplies	53610-366	\$1,090.00
Sherwin Williams	Airfield paint and glass beads	53610-246	\$4,647.01
Sixel	Advertising/Informational sheet in accordance with SCASD grant	53610-327-001	\$300.00
Sound Installation	Airline PA system replacement Neuman 6 pin XLR pro connector plug	53610-248	\$141.55
Standard Sign, Inc.	Airfield replacement sign panel, yellow/black, reflective	53610-246	\$566.21
State of WI - DSPTS	Boiler inspection and permit fees - 2000 Burnham & 2012 Lochinvar Terminal Boilers	53610-248	220.00
Thyssen Krupp	Replacement guide wheels for Airline boarding bridge + freight	53610-248	\$1,115.00
Verizon	Cell phone - Maintenance Supervisor & Seasonal/Firehouse phones, July	53610-225	\$50.29
Xcel Energy	Relocation of 499' of single phase 25KV cable - AIP 38	53610-820	\$5,320.65
Xcel Energy	Terminal Gas/Electric - July	53610-222/224	\$9,155.62
Xcel Energy	ATC Gas/Electric - July	<i>53615-222/224</i>	\$1,853.37
	TOTAL		\$72,647.51

BOLD items = SCASD Grant reimbursements

ITALICIZED items = Tower Expenses

Chippewa Valley Regional Airport

2016 BUDGET COMPARISON Estimated July 31, 2016

#	Item	12 Month Budget 2016	Budget YTD Allocated	Actual as of 7/31/16 (58.33%)	Variance YTD	Balance Remaining For Year
Income			58.33%			
41110	Contrib From Eau Claire Cty	\$395,079	\$230,462.75	\$230,462.75	\$0.00	\$164,616.25
47330	Contrib From Chippewa Cty	\$128,981	\$75,238.92	\$128,981.00	\$53,742.08	\$0.00
Sub-Total Tax Revenue		\$524,060	\$305,701.67	\$359,443.75	\$53,742.08	\$164,616.25
46340-571	Advertising	\$5,000	\$2,916.67	\$2,916.62	(\$0.05)	\$2,083.38
46340-572	Air Terminal	\$106,739	\$62,264.42	\$67,020.14	\$4,755.72	\$39,718.86
46340-573	FAA	\$12,160	\$7,093.33	\$7,093.31	(\$0.02)	\$5,066.69
46340-574	FBO	\$130,095	\$75,888.75	\$80,145.88	\$4,257.13	\$49,949.12
43640-575	Fuel Flowage	\$125,000	\$72,916.67	\$77,362.72	\$4,446.05	\$47,637.28
46340-576	Hangars	\$135,685	\$79,149.58	\$81,923.03	\$2,773.45	\$53,761.97
46340-577	Landing	\$48,500	\$28,291.67	\$26,686.49	(\$1,605.18)	\$21,813.51
43640-578	Parking	\$145,000	\$84,583.33	\$76,271.63	(\$8,311.70)	\$68,728.37
46340-579	Rental Cars	\$85,723	\$50,005.08	\$53,874.38	\$3,869.30	\$31,848.62
46340-580	Restaurant	\$0	\$0.00	\$1,200.00	\$1,200.00	(\$1,200.00)
46340-581	Tie Downs	\$216	\$126.00	\$126.00	\$0.00	\$90.00
46340-583	Utility Revs	\$8,000	\$4,666.67	\$3,552.60	(\$1,114.07)	\$4,447.40
46340-584	Land Lease Revs	\$28,000	\$16,333.33	\$28,022.88	\$11,689.55	(\$22.88)
46340-586	Vehicle Fuel Reimbursement	\$13,000	\$7,583.33	\$5,521.36	(\$2,061.97)	\$7,478.64
Sub-Total Operating Revenue		\$843,118	\$491,818.83	\$511,717.04	\$19,898.21	\$331,400.96
Sub-Total Taxes and Operating Rev.		\$1,367,178	\$797,520.50	\$871,160.79	\$73,640.29	\$496,017.21
46340-601	Other Revenue	\$5,000	\$2,916.67	\$9,599.08	\$6,682.41	(\$4,599.08)
46340-582	PFC	\$87,800	\$51,216.67	\$36,403.87	(\$14,812.80)	\$51,396.13
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	\$26,250.00	\$36,136.91	\$9,886.91	\$8,863.09
49210	Transfer Fr. Gen'l Fund	\$0	\$0.00	\$0.00	\$0.00	\$0.00
49300	Airport/ N/L Funds Applied	\$471,280	\$274,913.33	\$0.00	(\$274,913.33)	\$471,280.00
Sub-Total Other Revenue		\$609,080	\$355,296.67	\$82,139.86	(\$273,156.81)	\$526,940.14
TOTAL INCOME		\$1,976,258	\$1,152,817.17	\$953,300.65	(\$199,516.52)	\$1,022,957.35
Expenses						
53610-111	Salary Perm-Regular	\$311,288	\$181,584.67	\$180,437.11	(\$1,147.56)	\$130,850.89
-112	Salary Perm-OT	\$15,000	\$8,750.00	\$3,073.33	(\$5,676.67)	\$11,926.67
-120	Health Ins Incentive	\$1,200	\$700.00	\$700.00	\$0.00	\$500.00
-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	\$875.00	\$756.54	(\$118.46)	\$743.46
-141	Board & Comm Per Diem	\$3,500	\$2,041.67	\$2,237.44	\$195.77	\$1,262.56
-142	Cnty Brd & Comm Mile	\$700	\$408.33	\$340.68	(\$67.65)	\$359.32
-151	Social Security	\$24,961	\$14,560.58	\$13,369.11	(\$1,191.47)	\$11,591.89
-152	Retirement Emplr Share	\$21,535	\$12,562.08	\$10,229.62	(\$2,332.46)	\$11,305.38
-154	Hos & Health Ins	\$77,000	\$44,916.67	\$40,448.07	(\$4,468.60)	\$36,551.93
-155	Life Insurance	\$140	\$81.67	\$41.61	(\$40.06)	\$98.39
-158	Unemployment Comp	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-200	Contract Svcs	\$117,636	\$68,621.00	\$63,186.46	(\$5,434.54)	\$54,449.54
-212	Attorney Fees	\$7,000	\$4,083.33	\$913.50	(\$3,169.83)	\$6,086.50
-213	Accounting & Audit	\$3,500	\$2,041.67	\$0.00	(\$2,041.67)	\$3,500.00
-221	Water & Sewer	\$45,000	\$26,250.00	\$22,918.05	(\$3,331.95)	\$22,081.95
-222	Electric	\$89,211	\$52,039.75	\$52,686.76	\$647.01	\$36,524.24
-224	Gas & Fuel Oil	\$43,260	\$25,235.00	\$14,887.77	(\$10,347.23)	\$28,372.23
-225	Telephone & Telegraph	\$4,000	\$2,333.33	\$1,846.70	(\$486.63)	\$2,153.30
-227	Dataline/Internet	\$1,000	\$583.33	\$0.00	(\$583.33)	\$1,000.00
-241	Motor Vehicle Maint	\$12,500	\$7,291.67	\$2,263.21	(\$5,028.46)	\$10,236.79
-246	Grounds Maint	\$29,000	\$16,916.67	\$14,613.13	(\$2,303.54)	\$14,386.87
-248	Building Maint	\$26,000	\$15,166.67	\$14,635.95	(\$530.72)	\$11,364.05
-249	Service on Machines	\$500	\$291.67	\$0.00	(\$291.67)	\$500.00
-297	Refuse Collection	\$1,084	\$632.33	\$1,115.73	\$483.40	(\$31.73)
-298	Laundry Services	\$175	\$102.08	\$93.76	(\$8.32)	\$81.24
-299	Sundry Contract Services	\$0	\$0.00	\$15,985.78	\$0.00	\$0.00
-310	Office Supplies	\$600	\$350.00	\$200.46	(\$149.54)	\$399.54
-311	Postage and Box Rent	\$750	\$437.50	\$176.41	(\$261.09)	\$573.59

#	Item	12 Month Budget 2016	Budget YTD Allocated	Actual as of 7/31/16 (58.33%)	Variance YTD	Balance Remaining For Year
-313	Printing & Dup	\$600	\$350.00	\$409.02	\$59.02	\$190.98
-320	Ref Materials	\$600	\$350.00	\$256.00	(\$94.00)	\$344.00
-321	Publish Legal Notices	\$200	\$116.67	\$0.00	(\$116.67)	\$200.00
-324	Membership Dues	\$4,000	\$2,333.33	\$3,189.00	\$855.67	\$811.00
-327	Marketing	\$35,000	\$20,416.67	\$9,030.65	(\$11,386.02)	\$25,969.35
-327-001	Marketing Grant Expense	\$50,000	\$29,166.67	\$59,617.10	\$30,450.43	(\$9,617.10)
-328	Airline Recruitment	\$20,000	\$11,666.67	\$0.00	(\$11,666.67)	\$20,000.00
-330	Travel Regular	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-340	Travel-Train & Conf	\$12,500	\$7,291.67	\$2,301.56	(\$4,990.11)	\$10,198.44
-366	Fire fight supplies	\$4,500	\$2,625.00	\$1,090.00	(\$1,535.00)	\$3,410.00
-377	Vehicle Fuel	\$50,000	\$29,166.67	\$15,772.99	(\$13,393.68)	\$34,227.01
-510	Insurance	\$40,000	\$23,333.33	\$8,996.27	(\$14,337.06)	\$31,003.73
-615	Special Assessment	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-813	Office Equipment	\$1,500	\$875.00	\$248.59	(\$626.41)	\$1,251.41
	Sub-Total Operating Expense	\$1,056,940.00	\$616,548.33	\$558,068.36	(\$58,479.97)	\$498,871.64
53615-200	ATCT Contractual Services-Stat	\$0	\$0.00	\$0.00	\$0.00	\$0.00
-221	ATCT Water-Sewer-Strmwtr	\$1,030	\$600.83	\$455.50	(\$145.33)	\$574.50
-222	ATCT Electricity	\$15,500	\$9,041.67	\$8,742.54	(\$299.13)	\$6,757.46
-224	ATCT Gas & Fuel Oil	\$4,500	\$2,625.00	\$1,400.22	(\$1,224.78)	\$3,099.78
-225	ATCT Telephone	\$1,500	\$875.00	\$552.33	(\$322.67)	\$947.67
-248	ATCT Building Maintenance	\$15,000	\$8,750.00	\$3,271.94	(\$5,478.06)	\$11,728.06
	Sub-Total Tower Expense	\$37,530	\$21,892.50	\$14,422.53	(\$7,469.97)	\$23,107.47
53610-810	Capital Equipment	\$101,350	\$59,120.83	\$51,105.00	(\$8,015.83)	\$50,245.00
-820	Capital Improvement	\$620,409	\$361,905.25	\$13,630.50	(\$348,274.75)	\$606,778.50
-829	Other Capital Improvement	\$36,100	\$21,058.33	\$13,606.39	(\$7,451.94)	\$22,493.61
58100-613	Principal/Trust Fund	\$94,394	\$55,063.17	\$94,394.00	\$39,330.83	\$0.00
58200-613	Interest/Trust Fund	\$29,535	\$17,228.75	\$29,535.41	\$12,306.66	(\$0.41)
	Sub-Total Capital Expense	\$881,788	\$514,376.33	\$202,271.30	(\$312,105.03)	\$679,516.70
	TOTAL EXPENSE	\$1,976,258	\$1,152,817.17	\$774,762.19		\$1,201,495.81
	NET OPERATING INCOME	\$0	\$0	\$178,538.46		(\$178,538.46)
	<u>Cash Balance</u>					
	Per 2012 Audit Report	\$948,000				
	Per 2013 Audit Report	\$687,563				
	Per 2014 Audit Report	\$666,546				
	2015 Estimate	\$635,369				

Capital Advances Subject to Reimbursement

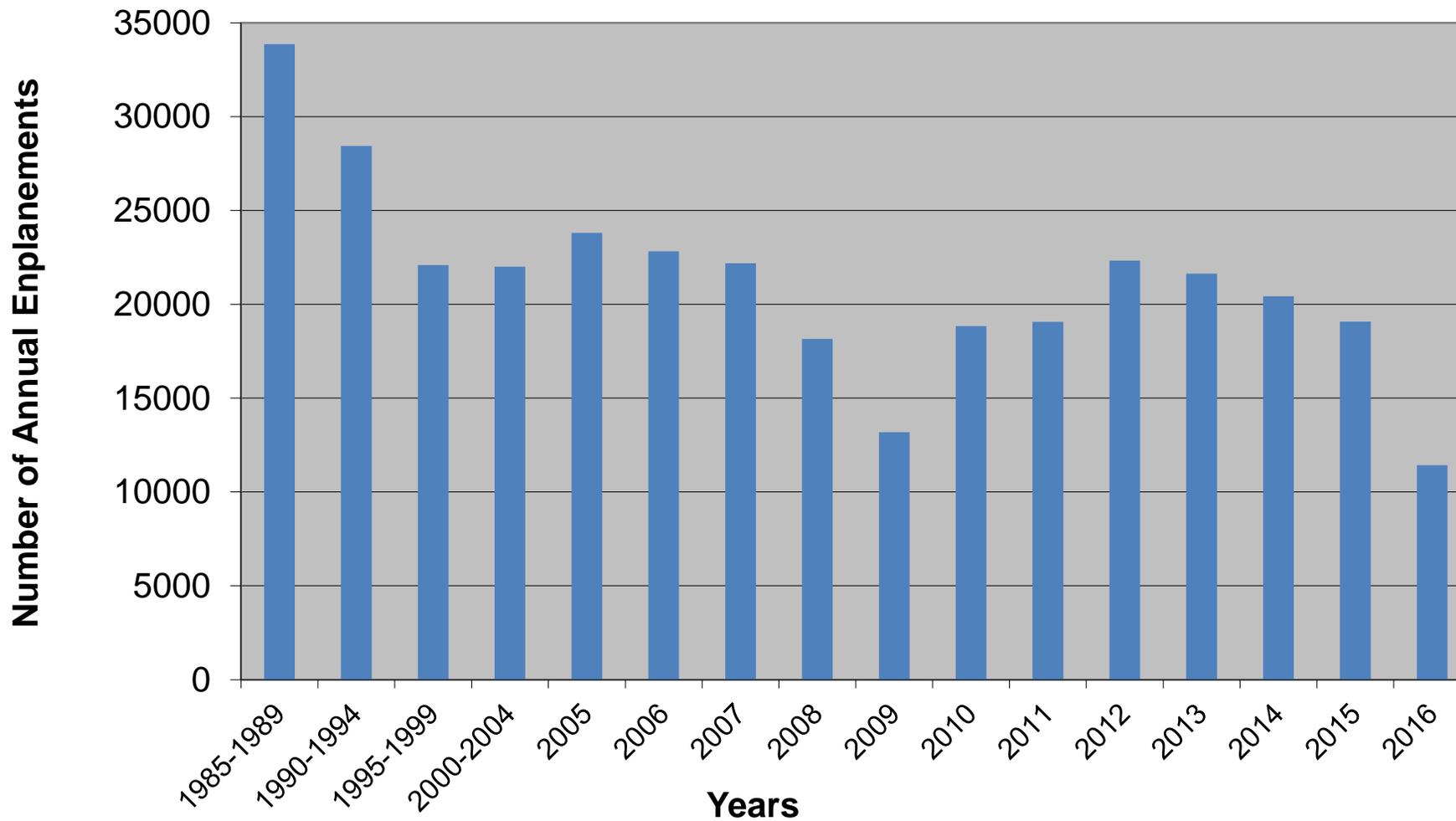
AIP #	Description	Total Project Cost	CVRA		Funding		Estimated Timing of Reimbursement	Reimbursement Received - Amount	Reimbursement Received Date
			Approved Capital Investment	Funding Advanced subject to Reimbursement	Reimbursement Source and Percentage (FAA/State/INS/etc)				
AIP 34	Phase I Taxiway A			\$147,440.53			September-17		
Comments:	Waiting for BOA/FAA closeout								
AIP 35	Phase II Taxiway A			\$44,206.46			September-17		
Comments:	Waiting for BOA/FAA closeout								
AIP 36	Snow Removal Equipment			\$19,557.83			December-16		
Comments:	Waiting for BOA/FAA closeout								
AIP 37	Airport Layout Plan Update			\$5,000.00			September-18		
Comments:	Should go to the FAA for review July 2016. FAA review usually takes 18 months.								
AIP 38	Taxiway C Reconstruction - Amendment to add in Twy C2			(\$9,085.00)					
Comments:	Amount due to adding Taxiway C2 back into the project								
AIP 38	Taxiway C Reconstruction - Xcel Energy			\$5,500.00					
Comments:	Reimbursement due from FAA project for Xcel Energy power line move. Likely use this to offset additional amount due for local share of Twy C2 addition.								
AIP 38	Taxiway C Reconstruction - Standard Signs			\$566.21					
Comments:	Reimbursement due from FAA for purchase of sign panels from Twy C2 addition (saved \$4,000 buying local versus through contractor). Likely use this to offset additional amount due for local share of Twy C2 addition.								
AIP 39	Design/CA ATCT Equipment Replacement	\$72,645.00	\$72,645.00	\$69,012.75	FAA - 90%, State - 5%		August-16		
Comments:	Funds are currently moved to AIP 40 until grant is received for AIP 40.								
AIP 40	Design Contract Rwy 04 Threshold Relocation	\$110,575.00	\$110,575.00	\$105,046.25	FAA - 90%, State - 5%		August-16		
Comments:	Awaiting FAA grant.								
AIP 41	FAA RWY 04 NAVAID Relocation Reimbursable Agreement #1	\$52,742.00	\$26,371.00	\$23,733.90	FAA		August-17		
Comments:	Reimbursed with FAA grant in 2017								
AIP 41	FAA RWY 04 NAVAID Relocation Reimbursable Agreement #2	\$108,000.00	\$54,000.00	\$48,600.00	FAA		August-17		
Comments:	Reimbursed with FAA grant in 2017								
AIP 41	South GA Hangar Taxilane Design	\$41,124.00	\$20,562.00	\$18,505.80	FAA		August-17		
Comments:	Reimbursed with FAA grant in 2017								
TOTAL				\$478,084.73					

Chippewa Valley Regional Airport
Traffic Statistics
 July 2016

	Month		% Diff.	Year to date		% Diff.
	2016	2015		2016	2015	
AIRLINE PASSENGERS						
UNITED Enplaned	1726	1603	8%	10387	9382	11%
CHARTERS Enplaned				<u>1040</u>	<u>1256</u>	-17%
Total Enplaned				11427	10638	7%
UNITED Deplaned	1612	1701	-5%	10017	9286	8%
CHARTERS Deplaned				<u>1040</u>	<u>1256</u>	-17%
Total Deplaned				11057	10542	5%
Total Enplaned/Deplaned	3338	3304	1%	22484	21180	6%
<u>UNITED</u> PERFORMANCE	2016	2015		2016	2015	
Scheduled Flights/Landings	57	62	-8%	402	425	-5%
Canceled Flights						
Xnld for Wx	4	2		13	18	
Xnld for Mx	0	0		0	2	
<u>Xnld Other</u>	<u>0</u>	<u>0</u>		<u>0</u>	<u>2</u>	
Total	4	2	100%	13	22	-41%
Total Landings	53	60	-12%	389	403	-3%
<u>EAU Arrival</u>						
Completion Factor	93%	97%		97%	95%	
OnTime %	77%	71%		82%	74%	
<u>EAU Departure</u>						
Completion Factor	95%	94%		96%	93%	
OnTime %	86%	71%		88%	79%	
<u>ORD Arrival</u>						
Completion Factor	95%	94%		96%	94%	
OnTime %	81%	69%		87%	78%	

All on time arrivals/departures follow DOT methodology.

Chippewa Valley Regional Airport Scheduled Air Carrier and Charter Enplanements



Airline Analysis	21 Day			14 Day			7 Day		
	EAU	UA MSP	DL MSP	EAU	UA MSP	DL MSP	EAU	UA MSP	DL MSP
CUN - Cancun (#15) *	<u>\$608</u>	\$683	\$765	<u>\$733</u>	\$666	\$880	<u>\$710</u>	\$721	\$855
ORD - Chicago **	\$331	\$82	\$211	\$331	\$88	\$271	\$431	\$88	\$341
DEN - Denver **	\$320	\$187	\$222	\$364	\$187	\$246	<u>\$386</u>	\$348	\$497
LAS - Las Vegas **	\$584	\$360	\$401	\$498	\$397	\$442	\$679	\$408	\$805
EWR - Newark **	<u>\$607</u>	\$678	\$676	<u>\$649</u>	\$677	\$676	<u>\$777</u>	\$837	\$836
MCO - Orlando *	<u>\$336</u>	\$260	\$280	<u>\$384</u>	\$316	\$336	<u>\$467</u>	\$484	\$579
PHX - Phoenix *	\$515	\$336	\$262	\$472	\$400	\$262	\$541	\$376	\$262
IAD - Washington Dulles **	<u>\$306</u>	\$246	\$387	<u>\$366</u>	\$306	\$442	<u>\$534</u>	\$573	\$472

Los Angeles Basin LAX / BUR / SNA / ONT / LGB
New York / Newark EWR / JFK / LGA / ISP / HPN
Washington / Baltimore DCA / BWI / IAD
Dallas / Ft. Worth DFW / DAL
Southwest Florida RSW / PGD

8/5/16

All UA fares obtained from united.com & searched as 1 traveler/lowest 1-stop fare (where applicable) . DL fares from delta.com.
(EAU only nonstop to Chicago; MSP UA nonstop to all BUT Cancun & Phoenix & MSP DL nonstop to all BUT Cancun.

7 day = 7-13 days from report date; 14 day = 14-20 days from report date; 21 day = 21+ days from report date

*Cancun, Orlando, & Phoenix (leisure travelers) searched as Friday-Sunday travel

**Chicago, Denver, Las Vegas, Newark, & Dulles searched as Tuesday-Thursday travel

Underlined = EAU is within \$100 of lowest fare; Lowest is underlined & italicized

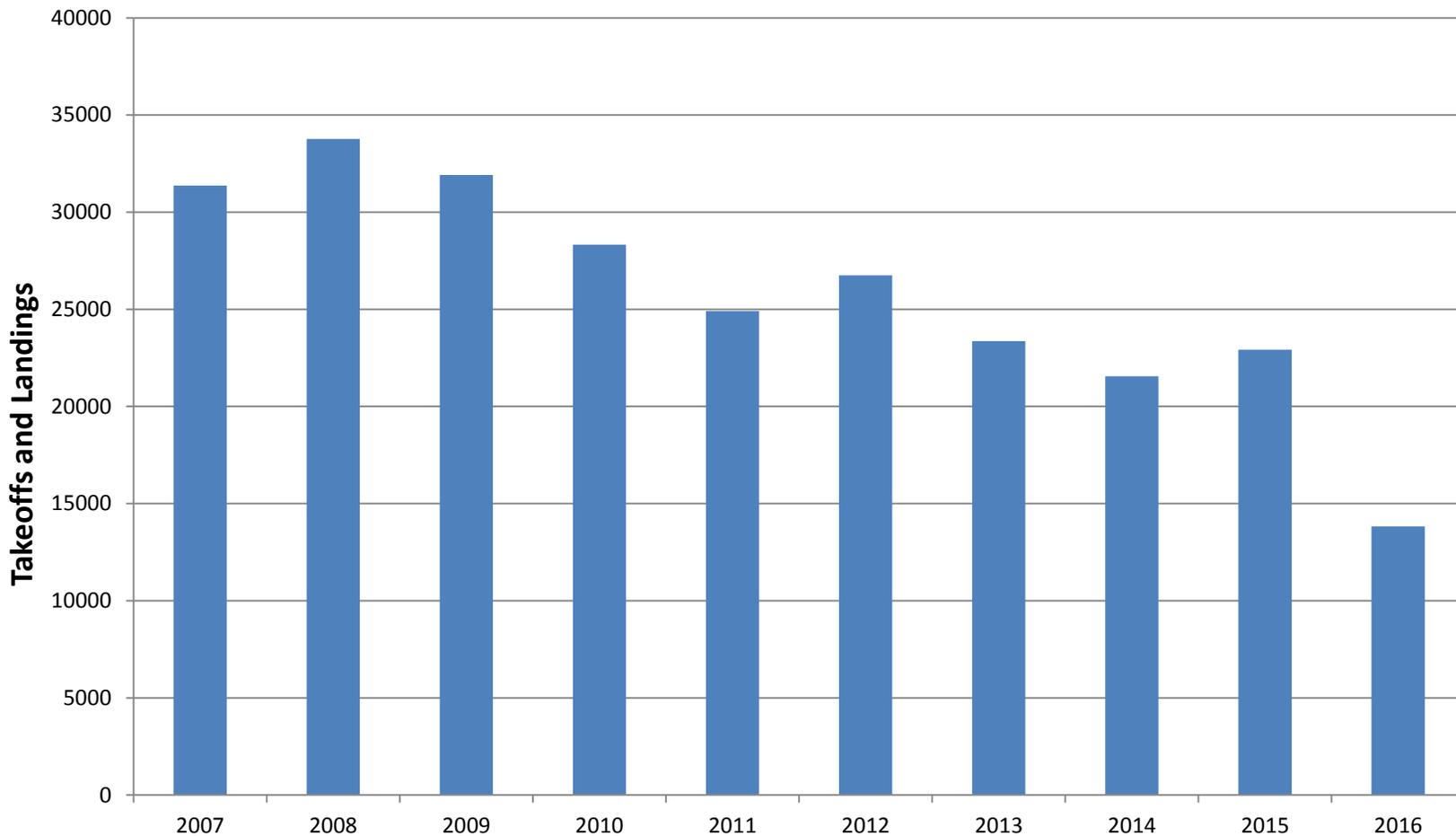
Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 July 2016

		Month		% Diff.	Year to date		% Diff.
		2016	2015		2016	2015	
Itinerant	Air Carrier	2	0	#DIV/0!	21	20	5%
	Commuter/ Air Taxi	242	239	1%	1446	1518	-5%
	GA	1548	1596	-3%	8558	8413	2%
	Military	40	71	-44%	200	258	-22%
Local	GA	574	379	51%	3572	2426	47%
	Military	<u>0</u>	<u>16</u>	-100%	<u>22</u>	<u>68</u>	-68%
TOTAL		2406	2301	5%	13819	12703	9%
Overflight		238	218		962	859	

Operations are only counted during tower hours of 5:30 am-8:30 pm.

Annual Air Traffic Control Tower Operations



July-Early August Developments

Creative Assets:

Several marketing collateral pieces were initiated in July; the main one being the new EAU brochure rack card. The rack card provides a brief overview of the options and services available at the airport. The design was completed with two files submitted; a print ready file and an editable file for future adjustments. The airport will be printing the brochure rack cards locally.

An ad for the University of Wisconsin-Stout partnership was developed with the "Skip the Drive and Save" message. The ad will run on both the live stats and live streaming websites for the year. When clicked they direct back to the airport's landing page to learn more about saving costs by flying local.



In addition to the web ad, creative for an interactive banner display at University of Wisconsin-Stout sporting events is also underway. The interactive banner is being designed to highlight the destinations available by flying United out of EAU. Participants will be asked to try and toss an item through the holes in the banner in order to win a prize or be entered to win a prize. This allows interaction with the audience and enables the airport to share the benefits of flying local. The display will be made of durable vinyl material to ensure it can be used again in the future.

An update ad for the Chippewa County Activities and Attraction Guide was completed. The ad focuses on the cost savings message an individual can experience when they choose to fly from EAU. It is similar to the University of Wisconsin-Stout digital ad and lends itself to a clean, classic look.

The postcard mailer that was originally intended for the opportunity to highlight a price point for SkyWest Airlines was resurrected and revamped in early August. The postcard will now focus on the "Skip the Drive and Save" message on the front while highlighting the airport's new restaurant on the reverse side. The backside is complete with a \$5 off the purchase of \$30 or more at Hangar 54 after consulting with the restaurant's owners. The mailer will be finalized and then printed locally to allow for a cost effective solution. A draft of the back of the card is included below.



Community Outreach

The airport received notice in late July that SkyWest Airlines would be able to participate in the Business Expo event in October. A marketing and communications representative will be in attendance to educate the business community on options and is available for a morning coffee session with local businesses the following day. Coordination with the two chambers is occurring to finalize times. A digital invite will be drafted to disperse in September. A tentative agenda will be compiled and shared with SkyWest prior to October in order to prepare.

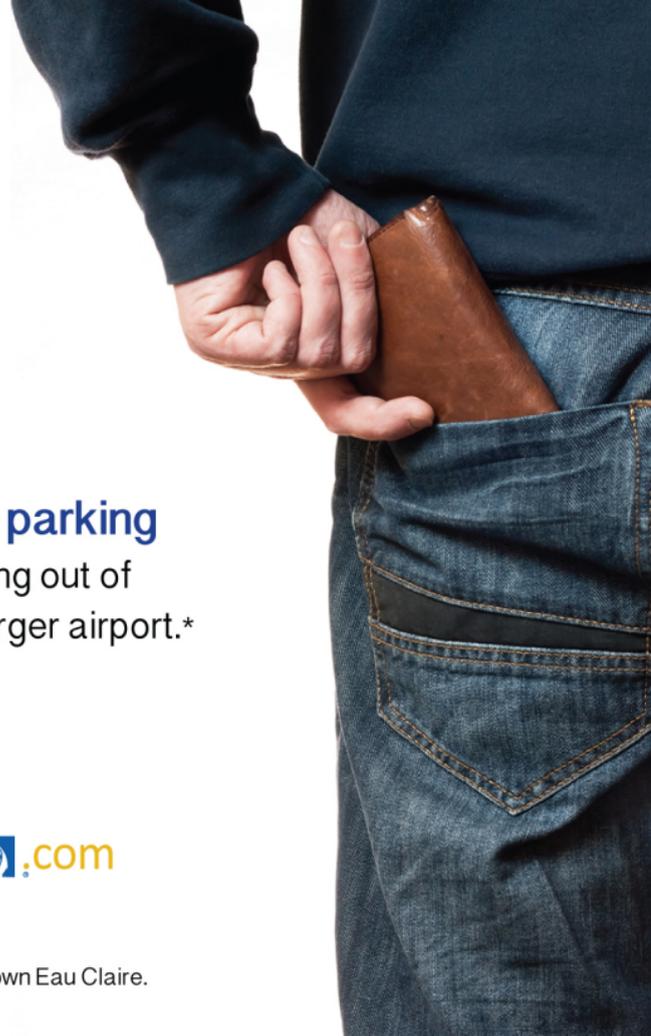
Skip The Drive And Save.

On a Four Day Trip you can **save \$76 on parking**
and up to **\$93 on driving costs** by flying out of
Chippewa Valley Regional Airport over a larger airport.*



Visit **UNITED**  **.com**

*Based on a four day trip and 2016 gov't mileage rates from downtown Eau Claire.



HANGAR 54 GRILL

hangar54grill.com • 715.598.1880

Mon - Thur 11 AM - 9 PM
Fri - Sat 11 AM - 11 PM
Sun 8 AM - 3 PM

\$5 OFF

A \$30 PURCHASE

Valid through 10/31/16.

Must have postcard/coupon to redeem.



• Full Service Restaurant And Bar • Private Meeting Space Available For Rent •



SMALL COMMUNITY/AIRPORT AIR SERVICE IS ENDANGERED, THUS ECONOMIC DEVELOPMENT EFFORTS IN SMALL COMMUNITIES ARE AT RISK

There are 150-200 communities at risk of seeing a total, or near total, loss of their commercial air service because of unresolved industry issues. Small airports do not have the luxury to worry only about increasing Passenger Facility Charges (PFCs). Small communities are struggling to remain relevant and connected to tomorrow's economy.

AIR SERVICE LEVELS AND ECONOMIC DEVELOPMENT ARE INEXTRICABLY LINKED

US Airports Facilitate:

The carriage of 2,000,000 people every day	A system that flies 27,000 cargo/passenger flight each day	An industry that drives \$1.5 Trillion in economic activity
--------------------------------------------	------------------------------------------------------------	-------------------------------------------------------------

THE FOLLOWING FACTORS ARE CONTRIBUTING TO THE LOSS OF AIR SERVICE:

- Airline consolidation
- Inadequate pilot supply
- Trend toward larger aircraft
 - Since 2007, scheduled seats at Small and Non-hub airports have increased in only seven states;
 - Only 141 of 389 (36%) of Small and Non-hub airports are supporting larger (70 seat plus) aircraft;
 - Only five new domestic markets were launched in the last year with small (50 seat) regional jets.

These statistics demonstrate the air service challenges small and non-hub airports face

CHANGING THE WAY WE THINK

1 Acknowledge one size does not fit all in the airport sector	2 Modernize the financial relationship between the government and airports	3 Appreciate that small market aircraft technology needs to be re-engineered	4 Concede that the US commercial aviation marketplace has changed and any improvements must adapt to the new construct	5 Consider how the Federal Government's policies could facilitate greater investment in re-building the nation's pilot supply
---------------------------------------------------------------	----------------------------------------------------------------------------	------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------

As Congress examines ways to support small community air service and economic development, we urge a comprehensive review of current policies in place and its effect on this segment of the economy. The Regional Air Service Alliance (RASA) stands ready to participate in this discussion.

Please feel free to reach out to: William Swelbar at InterVISTAS for any questions about these issues and the analysis framing the issues. Bill can be reached at: 202-688-2243; 703-625-1130; and at William.Swelbar@InterVISTAS.com.

RASA is comprised of a group of airports of all sizes that believes market-based freedoms should be afforded airports to address market-based happenings in commercial aviation that they cannot control.

2016 Community Outreach

1. Jan 7 Restaurant Press Release
2. Jan 12 Chippewa County Board Presentation
3. Jan 14 Host Pilot Meeting
4. Jan 19 Community Communications Committee
5. Jan 21 Leadership Chippewa Falls
6. Jan 27 UAS Press Release
7. Feb 3 Menomonie Chamber Banquet
8. Feb 9 Tower/Airport Tour
9. Feb 11 Chamber Transportation Funding Event
10. Feb 22 Chippewa Chamber Business After Hours
11. Feb 26 Explorer Solutions Committee Meeting
12. Mar 8 ChiHi STEAM Event
13. Mar 10 United Way Event
14. Mar 10 EAA 509 Construction Presentation
15. Mar 15 Eau Claire Chamber Community Communications Committee
16. Mar 16 Community TV Interview
17. Mar 30 Junior Achievement Career Fair
18. Apr 5 Mayo One Pilot Construction Update
19. Apr 14 I-Ramp Steering Committee Presentation
20. Apr 19 Eau Claire Chamber Annual Meeting
21. Apr 19 Mennonite School Tour
22. Apr 28 North High Job Shadow
23. May 3 Wisconsin Aviation Conference
24. May 5 Career Venture
25. May 10 New Commissioner Tour
26. May 12 Tenant Snow Meeting
27. May 17 Community Communications Committee
28. May 17 Eau Claire Energy Youth Ambassadors Tour
29. May 18 Tower Tour
30. May 18 Air Service Calls – JAMF and Darley
31. May 19 Transportation Development Association Meeting Intro
32. May 19 Air Service Call - Leinenkugels
33. May 20 CCEDC Annual Meeting @ Hawthorne
34. May 25 Group Health Cooperative Board Meeting
35. May 26 WQOW Interview on Security Wait Times
36. June 1 Chippewa County Economic Development Committee Presentation
37. June 7 Senior Americans Day Booth
38. June 15 Altoona Outdoor Adventures school tour
39. June 21 WEAU Morning Show Interview
40. June 22 Group Health Cooperative Board Meeting
41. June 23 Lismore Grand Opening
42. July 14-15 Optimist Club Volunteering
43. July 19 Eau Claire Chamber meeting
44. July 20 WEAU noon interview
45. July 25 Group Health Committee Meeting

46. July 27 Group Health Board Meeting
47. Aug 3 WQOW interview
48. Aug 4 Business at the Airport
49. Aug 9 WEAU morning show
50. Aug 10 DHS presentation for UW

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

Estimated cash balance carried forward from previous year: \$635,369

<u>Expenses:</u>	<u>YTD Budget</u>	<u>YTD Actual</u>
Staff: Salaries / Wages, Benefits, Overtime, Clothing, Misc.	\$226,312	\$202,580
Maintenance and Upkeep: Buildings, Grounds, Vehicles	\$68,500	\$56,755
Utilities: Electricity, Gas, Refuse, Water and Sewer	\$103,043	\$81,726
Other: Insurance, Office Supplies, Telephone, Contract Services, Marketing/Public Notices, Airport Comm.	\$149,381	\$135,313
*Capital Investment: Federal Grant Match, Equipment, Principal/Interest, Misc.	<u>\$440,894</u>	<u>\$176,454</u>
Total Expenses:	\$988,130	\$652,828

*Capital is under budget due to the delay of a hangar construction project to 2017. FAA funding for the hangar pavement was not available in 2016.

<u>Income:</u>		
Hangar Rentals: Land Leases, FBO, Hangar Leases, Utility Revenue, Tie Downs	\$150,998	\$160,958
*Terminal Rentals: Restaurant, Car Rentals, Advertising, FAA, TSA, Airline	\$104,811	\$114,241
*Other Revenue: Landing Fees, Parking, Passenger Facility Charges, Fuel Flowage, Other Revenue, Misc.	\$470,290	\$244,536
Operating Agreement: Eau Claire	\$197,540	\$197,540
Chippewa	<u>\$64,491</u>	<u>\$64,491</u>
Total Income:	\$988,130	\$781,766

*Other revenue is under budget because non-lapsing funds are not needed this year to fund capital projects delayed to 2017.

<u>Passenger Enplane/Deplane</u>	<u>Year to Date</u>	<u>Prior Year to Date</u>
Scheduled Airline	17,066	15,364
Charter Flights	2,080	2,512

<u>Tower (landings and takeoffs)</u>	<u>Year to Date</u>	<u>Prior Year to Date</u>
Operations	11,413	10,402

<u>Operational Area</u>	<u>Frequency</u>	<u>Next Review</u>	<u>Notes from Last Review and Areas for Improvement</u>
Fuel Flowage Fees	Annual	Jul-16	<p>- Fuel flowage fees and landing fees were found to be consistent with other airports surveyed and no changes were recommended.</p> <p>- Terminal Parking Fees have not been raised since prior to 2006. Commissioners discussed a \$1 per day increase but ultimately decided to stay with the \$5 per day rate.</p> <p>- Tower radios and other equipment is in need of upgrade and cab shades need replacement. Both are included in the 2016 budget.</p>
Landing Fees	Annual	Jul-16	
Terminal Parking Fees and Maintenance Public Parking Surfaces and Roads	Annual	Jul-16	
Tower Facilities Maintenance	Annual	Jul-16	
New Tenant Development	Annual	Aug-16	<p>- We are currently working with Sixel Consulting on marketing and community outreach efforts through the Small Community Air Service Development grant to grow air service. We periodically reach out and make presentations to Allegiant Airlines. They are interested in the marketing but have chosen not to pursue it thus far.</p> <p>- The current focus on aviation and non-aviation business development is with the Explorer Solutions contract. Grants are being worked on and submitted for funding the I-Ramp project and a second steering committee meeting is planned for October. A meeting is being planned in September with the City and County to review both zoning ordinances for future airport development.</p> <p>- The new 10 stall t-hangar on the south side of the airport has been delayed to 2017 due to FAA funding shortage. The Airport Director recently assisted Jim Olson with his application to the FAA for a new hangar on the North side of the Airport. Consideration should also be given to future new box hangar construction based on demand.</p>
Airline			
Aviation Business			
Non-Aviation Business			
Hangars			

Budget Notes 2017

Draft August 19, 2016

Item #	Item Name	Notes
Income		
46340-571	Advertising	Contract with MediaUSA for 30% of sales or \$5,000, whichever is greater. Current contract expires December 31, 2016.
-572	Air Terminal	<ul style="list-style-type: none"> • SkyWest \$79,649/yr – Expires Jan. 31, 2018 • TSA \$23,050/yr - Expires October 2020 • Mead & Hunt \$6,754/yr – Expires December 31, 2016
-573	FAA	\$13,440/yr. - ESTIMATE Current lease expires September 2016.
-574	FBO	1987 Lobby/Hangar Facility - \$19,760/yr 2002 Maintenance Facility - \$69,854/yr. 60'x66' Hangar Facility - \$6,000/yr. Fuel Farm - \$4,400/yr. rent plus \$5,300/yr. for fuel farm reimbursement 2013-2017. Hawthorne assumes utilities in 2018. 2010 Addition: \$24,442.09/yr. <ul style="list-style-type: none"> • All leases run until September 30, 2027. • 1.5% annual increase to 2010 addition starts January 1, 2016. 2002 Maintenance Facility Insurance Premium – Est. \$725
-575	Fuel Flowage	Jet A: 1,600,000 @ \$.08 = \$128,000 100LL: 45,000 @ \$.07 = \$3,150
-576	Hangars	39 T-Hangars: \$79,940/yr (no increase over 2016 based on CPI) K1-5, F3, F4, CAP: \$55,805 (no increase over 2016 based on CPI)
-577	Landing	SkyWest: 626 per year @ \$61.43 per landing = ~\$38,000 per yr Charters: 24 per year @\$188 per landing = ~\$4,500 No GA landing fees effective 7/31/2011.
-578	Parking	Vehicles parking in airport parking lot. The general parking charge has been \$5 per calendar day since February/March 2006.
-579	Rental Cars	Minimum Guarantee: Hertz - \$2,010/mo., Avis - \$1,500/mo. Enterprise - \$1,983.36 or 10% whichever is greater. 2017.: Hertz, Budget, Avis office rent and parking: \$424.74/mo., \$97/mo car parking Avis Car Wash Facility: \$1,538/yr.
-580	Restaurant	Budget amount per the terms of the lease agreement.
-581	Tie Downs	\$18/mo. Charged to the FBO.
-582	PFC	Airport receives \$4.39 per passenger enplaned. Estimated 18,900 passenger enplanements for 2017.
-583	Utility Revs	Reimbursement for utilities from K-row and F3-F4.
-584	Land Lease Revs	14 land leases at various rates \$9,185 Menards ~ \$22,400
-586	Vehicle Fuel Reimbursement	Reimbursement for fuel used by Hawthorne, Menards, SkyWest and Avis. Estimated based on prior year usage.
-601	Other Revenue	Miscellaneous Revenue

Agenda Item 8a

Expense		
53610-111	Salary Perm-Regular	<ul style="list-style-type: none"> Budget for 6 FTE. Airport manager, office associate, Maintenance Supervisor, 1 FT maintenance, and 1 FT and 2 PT custodian/maintenance technicians. <p>This includes a step increase and a 1% COLA adjustment as an estimate. This amount may change based on final County budget adoption.</p>
-112	Salary Perm-OT	<ul style="list-style-type: none"> Based on prior years.
-120	Health Ins Incentive	<ul style="list-style-type: none"> County provides an incentive for employees who could take a family or single health plan but do not. \$75 per month for taking single when you could have family. \$100 per month for not taking any insurance.
-133	Longevity Pay	<ul style="list-style-type: none"> Additional compensation for long term employees. Discontinued in 2012.
-137	Clothing Allowance	Re-bid in 2015. G&K contract runs through 2017. Estimated 3% increase.
-141	Board & Comm Per Diem	Per diem for citizen and county board members per county code.
-142	County Brd & Comm Mile	Mileage for citizen and county board members.
-151	Social Security	7.65% of total wages (regular and OT).
-152	Retirement Emplr Share	This includes 6.6% for the employers contribution to WRS.
-153	Empl Ret Pd by Co	No expense to the Airport per the new State rules on WRS.
-154	Hos & Health Ins	This includes a 7% estimated increase in health insurance over 2016. No actual numbers yet from the health insurance company so this is strictly an estimate.
-155	Life Insurance	The County pays 20% of the basic life insurance cost for anyone who takes the insurance. This includes no increase per the direction of the county.
-158	Unemployment Comp	We don't budget for this.
-200	Contract Services	<p>\$50,000 - Explorer Solutions Phase III (10 months @ \$5,000/mo.)</p> <p>\$8,500 - Skidata, Inc. parking system annual maintenance contract and software upgrade</p> <p>\$2,000 – Master Building Solutions, Inc. HVAC controls annual maintenance contract</p>
-212	Attorney Fees	Charges for Corporation Counsel.
-213	Accounting & Audit	We pay a percentage of the cost of the County audit. A portion of the management letter should address the airport. The airport is also required to get a separate PFC Audit
-221	Water & Sewer	City water and sewer charges for all airport buildings except tower. Estimated 3% increase per County recommendation.
-222	Electricity	All airport buildings except tower. Increase 1.7% per recommendation.
-224	Gas & Fuel Oil	All airport buildings except tower. Increase 2% per recommendation.
-225	Telephone &	Cell Phones(\$1,000 per year), Telephones(\$20 per mo. per line), Long

Agenda Item 8a

	Telegraph	Distance
-227	Dataline/Internet	Web hosting and domain name fees.
-241	Motor Vehicle Maint	Maintenance for airport equipment including operations vehicles, snow removal equipment and fire trucks.
-246	Grounds Maint	Airfield lights, sand, cutting edges, equipment, etc. Last year lowered budget and relocated maintenance agreement for the parking lot controls and HVAC to Contract Services account.
-248	Building Maint	40 T-Hangars, 8 box hangars, terminal, Hawthorne hangar, maintenance building and ARFF building.
-249	Service on Machines	Service contract on copy machine.
-297	Refuse Collection	Trash and Recycling collection fees. Three year contract started 2014. 3% increase over 2016 per Advanced Disposal.
-298	Laundry Services	Cleaning rags for the terminal and maintenance shop. Contracted with G&K.
-310	Office Supplies	Paper, toner, etc.
-311	Postage and Box Rent	FedEx and miscellaneous postage.
-313	Printing & Dup	Letterhead, envelopes, etc.
-320	Reference Materials	Chippewa Herald and Leader-Telegram subscription.
-321	Publish Legal Notices	Position vacancy advertising and other legal ads.
-324	Membership Dues	AAAE (\$275), GLC AAAE (\$35), Eau Claire Chamber (\$351), Chippewa Chamber (\$240), Menomonie Chamber (\$279), Visit Eau Claire (\$250), WAMA (\$850), Contract Tower Association (\$1,500)
-327	Marketing	Airport promotion and advertising.
-328	Airline Recruitment	Airline retention and other airline recruitment.
-340	Travel-Train & Conf	WAMA Conference, AAAE annual conference, initial and recurrent ARFF training, etc.
-366	Fire fight supplies	Gear, foam, etc.
-377	Vehicle Fuel	For all airport equipment plus FBO/airline/Menard tugs. Decrease due to lower price of fuel.
-510	Insurance	Airport Liability=\$8,000 General Liability=\$3,400 Auto=\$7,800 Property=\$14,000 Workers Compensation=\$9,200 Fuel Tanks/Environmental=\$1,700 Boiler=\$900
-615	Special Assessment	Any assessments by a municipality for road work, etc.
-813	Office Equipment	Computers, printers, etc.

Agenda Item 8a

53610-810	Capital Equipment	<ul style="list-style-type: none"> Capital Equipment projects funded locally. See capital budget spreadsheet.
-820	Capital Improvement	<ul style="list-style-type: none"> T-Hangar Construction and other miscellaneous local projects. See capital budget spreadsheet.
-829	Other Capital Improvement	<ul style="list-style-type: none"> Local share of federal projects. See capital budget spreadsheet.
53615-200	ATCT-Contracted Serv	<ul style="list-style-type: none"> 100% FAA funded starting April 2008.
-225	ATCT-Telephone	Fax and telephone. Shout lines are covered by the FAA.
-248	ATCT-Building Maint.	Pest control, annual radio inspection, elevator inspection, fire alarm and elevator monitoring, general building maintenance, etc.
58100-613	Principal/Trust Fund	Principal payments on money borrowed. <ul style="list-style-type: none"> State Trust Fund loan for K-row hangars (Payoff 2023) - \$36,124.04 State Trust Fund Loan for Hawthorne 2002 maintenance facility (Payoff 2022) - \$61,890.44
58200-613	Interest/Trust Fund	Interest Payments on money borrowed. <ul style="list-style-type: none"> K-row loan(Payoff 2023) - \$10,617.84 Heartland bldg(Payoff 2022) - \$15,297.09

Chippewa Valley Regional Airport								
2017 BUDGET COMPARISON - Draft 8-19-16								
					YR 2016			
Income/Expense		Actual	Actual	Actual	Budget	Actual	YR 2016	Budget
#	Item	2013	2014	2015	YR 2016	7 mos	Estimate	2017
Income								
41110	Contrib From Eau Claire Co	\$387,294	\$391,167	\$391,167	\$395,079	\$230,463	\$395,079	395,079
47330	Contrib From Chippewa Co	\$126,440	\$127,704	\$127,704	\$128,981	\$128,981	\$128,981	128,981
Sub-Total Tax Revenue		\$513,734	\$518,871	\$518,871	\$524,060	\$359,444	\$524,060	\$524,060
Operating Revenue								
46340-571	Advertising	\$4,058	\$4,704	\$6,168	\$5,000	\$2,917	\$5,000	5,000
46340-572	Air Terminal	\$110,701	\$108,648	\$108,882	\$106,739	\$67,020	\$106,739	109,453
46340-573	FAA	\$12,160	\$12,160	\$12,160	\$12,160	\$7,093	\$12,160	13,440
46340-574	FBO	\$129,387	\$129,631	\$129,634	\$130,095	\$80,146	\$130,095	130,481
43640-575	Fuel Flowage	\$115,783	\$122,352	\$141,297	\$125,000	\$77,363	\$135,000	131,150
46340-576	Hangars	\$118,322	\$130,990	\$127,329	\$135,685	\$81,923	\$135,685	135,745
46340-577	Landing	\$43,439	\$44,741	\$47,049	\$48,500	\$26,686	\$44,000	42,500
43640-578	Parking	\$150,454	\$150,147	\$132,962	\$145,000	\$76,272	\$135,000	130,000
46340-579	Rental Cars	\$92,638	\$97,853	\$94,210	\$85,723	\$53,874	\$93,000	93,000
46340-580	Restaurant	\$23,468	\$14,000	\$0	\$0	\$1,200	\$1,200	12,000
46340-581	Tie Downs	\$144	\$156	\$216	\$216	\$126	\$216	216
46340-583	Utility Revs	\$8,216	\$9,177	\$8,624	\$8,000	\$3,553	\$8,000	8,000
46340-584	Land Lease Revs	\$17,305	\$26,852	\$28,987	\$28,000	\$28,023	\$31,549	31,585
46340-586	Vehicle Fuel Reimbursement	\$36,133	\$17,214	\$14,238	\$13,000	\$5,521	\$13,000	13,000
Sub-Total Operating Revenue		\$862,206	\$868,624	\$851,754	\$843,118	\$511,717	\$850,644	\$855,570
Sub-Total Taxes and Operating Rev.		\$1,375,940	\$1,387,495	\$1,370,625	\$1,367,178	\$871,161	\$1,374,704	\$1,379,630
Other Revenue								
46340-601	Other Revenue	\$27,298	\$9,386	\$22,639	\$5,000	\$9,599	\$5,000	5,000
46340-582	PFC	\$88,720	\$84,883	\$78,940	\$87,800	\$36,404	\$83,283	83,000
46340-585	Airline Recruit Reimb	\$0	\$0	\$0	\$0	\$0	\$0	0
46340-515	Insurance Refunds	\$0	\$2,989	\$0	\$0	\$0	\$0	0
43619	Airport Grants	\$0	\$0	\$59,793	\$45,000	\$36,137	\$90,000	0
49210	Transfer Fr. Gen'l Fund	\$0	\$0	\$0	\$0	\$0	\$0	0
49300	Airport/ N/L Funds Applied	\$306,547	\$0	\$31,177	\$471,280	\$0	\$0	661,565
Sub-Total Other Revenue		\$422,565	\$97,257	\$192,549	\$609,080	\$82,140	\$178,283	\$749,565
TOTAL INCOME		\$1,798,505	\$1,484,753	\$1,563,175	\$1,976,258	\$953,301	\$1,552,987	\$2,129,195
Expenses								
53610-111	Salary Perm-Regular	\$284,496	\$300,535	\$299,682	\$311,288	\$180,437	\$311,288	319,161
-112	Salary Perm-OT	\$23,370	\$12,015	\$6,579	\$15,000	\$3,073	\$10,000	15,000
-120	Health Ins Incentive	\$600	\$900	\$1,200	\$1,200	\$700	\$1,200	1,200
-121	Salary Temp Regular	\$6,021	\$5,595	\$0	\$0	\$0	\$0	0
-136	PTO-ELB-Lump Sum Payout	\$0	\$11,204	\$0	\$0	\$0	\$0	0
-137	Clothing Allowance	\$1,920	\$2,252	\$1,528	\$1,500	\$757	\$1,300	1,339
-141	Board & Comm Per Diem	\$4,250	\$3,850	\$3,675	\$3,500	\$2,237	\$3,500	3,500
-142	Cnty Brd & Comm Mile	\$619	\$695	\$635	\$700	\$341	\$700	700
-151	Social Security	\$23,481	\$23,809	\$22,847	\$24,961	\$13,369	\$24,579	\$25,563
-152	Retirement Emplr Share	\$20,178	\$20,698	\$18,543	\$21,535	\$10,230	\$21,848	\$22,723
-154	Hos & Health Ins	\$46,834	\$67,263	\$72,722	\$77,000	\$40,448	\$70,000	74,000
-155	Life Insurance	\$64	\$73	\$72	\$140	\$42	\$100	100
-158	Unemployment Comp	\$0	\$0	\$0	\$0	\$0	\$0	0
-200	Contract Services	\$0	\$16,817	\$81,786	\$117,636	\$63,186	\$117,636	60,500
-212	Attorney Fees	\$6,066	\$6,474	\$4,061	\$7,000	\$914	\$6,000	6,000
-213	Accounting & Audit	\$3,500	\$3,500	\$2,200	\$3,500	\$0	\$3,500	3,500
-221	Water & Sewer	\$48,939	\$52,271	\$45,199	\$45,000	\$22,918	\$46,000	47,380
-222	Electric	\$83,501	\$83,057	\$82,513	\$89,211	\$52,687	\$85,000	86,445

Agenda Item 9a

Income/Expense		Actual	Actual	Actual	Budget	YR 2016	YR 2016	Budget
#	Item	2013	2014	2015	YR 2016	7 mos	Estimate	2017
-224	Gas & Fuel Oil	\$31,722	\$38,998	\$25,778	\$43,260	\$14,888	\$40,000	40,800
-225	Telephone & Telegraph	\$3,908	\$3,759	\$4,294	\$4,000	\$1,847	\$4,000	4,000
-227	Dataline/Internet	\$1,384	\$515	\$500	\$1,000	\$0	\$500	500
-241	Motor Vehicle Maint	\$9,846	\$20,865	\$5,195	\$12,500	\$2,263	\$10,000	10000
-246	Grounds Maint	\$48,396	\$27,353	\$32,197	\$29,000	\$14,613	\$29,000	29,000
-248	Building Maint	\$19,425	\$27,447	\$24,516	\$26,000	\$14,636	\$26,000	26,000
-249	Service on Machines	\$0	\$0	\$0	\$500	\$0	\$500	500
-297	Refuse Collection	\$1,004	\$1,004	\$1,063	\$1,084	\$1,116	\$1,116	1,149
-298	Laundry Services	\$84	\$120	\$168	\$175	\$94	\$175	180
-299	Sundry Contract Services	\$3,821	\$7,577	\$0	\$0	\$15,986	\$15,000	0
-310	Office Supplies	\$350	\$473	\$806	\$600	\$200	\$600	600
-311	Postage and Box Rent	\$796	\$863	\$679	\$750	\$176	\$700	700
-313	Printing & Dup	\$331	\$411	\$682	\$600	\$409	\$600	600
-320	Ref Materials	\$419	\$492	\$515	\$600	\$256	\$550	550
-321	Publish Legal Notices	\$124	\$74	\$0	\$200	\$0	\$200	200
-324	Membership Dues	\$3,830	\$3,643	\$3,156	\$4,000	\$3,189	\$4,000	3,800
-327	Marketing	\$25,111	\$34,833	\$28,628	\$35,000	\$9,031	\$35,000	35,000
-327-001	Marketing Grant Expense	\$0	\$0	\$71,474	\$50,000	\$59,617	\$82,000	0
-328	Airline Recruitment	\$600	\$7,400	\$8,279	\$20,000	\$0	\$15,000	15,000
-330	Travel Regular	\$0	\$0	\$0	\$0	\$0	\$0	0
-340	Travel-Train & Conf	\$7,422	\$12,244	\$7,439	\$12,500	\$2,302	\$12,500	12,500
-366	Fire fight supplies	\$1,582	\$0	\$0	\$4,500	\$1,090	\$4,500	4,500
-377	Vehicle Fuel	\$60,077	\$55,842	\$17,118	\$50,000	\$15,773	\$30,000	30,000
-510	Insurance	\$34,653	\$38,263	\$40,444	\$40,000	\$8,996	\$40,000	45,000
-615	Special Assessment	\$0	\$67,508	\$30,836	\$0	\$0	\$0	0
-813	Office Equipment	\$1,365	\$2,970	\$309	\$1,500	\$249	\$1,000	1,000
Sub-Total Operating Expense		\$810,090	\$963,658	\$947,313	\$1,056,940	\$558,068	\$1,055,591	\$928,691
53615-200	ATCT Contractual Services-St	\$0	\$0	\$0	\$0	\$0	\$0	0
-221	ATCT Water-Sewer-Strmwtr	\$655	\$1,023	\$904	\$1,030	\$456	\$1,000	1,030
-222	ATCT Electricity	\$13,664	\$14,455	\$15,169	\$15,500	\$8,743	\$15,000	15,255
-224	ATCT Gas & Fuel Oil	\$3,791	\$3,834	\$2,607	\$4,500	\$1,400	\$4,000	4,080
-225	ATCT Telephone	\$1,372	\$1,374	\$1,171	\$1,500	\$552	\$1,500	1,500
-248	ATCT Building Maintenance	\$12,631	\$9,200	\$13,228	\$15,000	\$3,272	\$15,000	15,000
Sub-Total Tower Expense		\$32,115	\$29,886	\$33,079	\$37,530	\$14,423	\$36,500	\$36,865
53610-810	Capital Equipment	\$0	\$19,036	\$44,212	\$101,350	\$51,105	\$80,000	25,500
-820	Capital Improvement	\$639,693	\$16,607	\$408,901	\$620,409	\$13,631	\$68,396	845,000
-829	Other Capital Improvement	\$206,698	\$204,192	\$5,740	\$36,100	\$13,606	\$25,000	169,210
58100-613	Principal/Trust Fund	\$58,266	\$0	\$87,343	\$94,394	\$94,394	\$94,394	98,014
58200-613	Interest/Trust Fund	\$51,643	\$22,846	\$36,586	\$29,535	\$29,535	\$29,535	25,915
Sub-Total Capital Expense		\$956,300	\$262,681	\$582,783	\$881,788	\$202,271	\$297,325	\$1,163,639
TOTAL EXPENSE		1,798,505	\$1,256,224	\$1,563,175	\$1,976,258	\$774,762	\$1,389,416	\$2,129,195
NET OPERATING INCOME		0	228,528	0	\$0	\$178,538	\$163,571	\$0
Cash Balance								
	Per 2012 Audit Report	\$948,000						
	Per 2013 Audit Report	\$687,563						
	Per 2014 Audit Report	\$666,546						
	2015 Estimate	\$635,369						
	2016 Estimate	798,940						
	YE 2017 Estimate	798,939						

Airport Rates and Charges Adjustments (\$) - FY2016

Tenant	2013 +3.2% (11 CPI)	2014 +2% (12 CPI)	2015 +1.4% (13 CPI)	2016 +1.5% (14 CPI)	2017 +0% (15 CPI -.5%)	
Restaurant	24,000 MAG	24,000 MAG	24,363.60 MAG	100/mo.	1,000/mo.	
		12,000 TI Reimb 2,500 5 mos. deposit	12,360 TI Reimb			
FAA Airway Facilities (640 sq.ft.)	1013.33/mo. 19/sq ft	1013.33/mo. 19/sq ft	1013.33/mo. 19/sq ft	1013.33/mo. 19/sq ft	1,120/mo. 21/sq.ft.	lease needs to be negotiated
TSA	2350.97/mo.	2350.97/mo.	2380.26/mo. - 9 mo. 1887.67/mo. - 3 mo. 20.35/sq ft - 9 mos.	1887.67/mo.	1920.80/mo.	
rent and utility (\$17.85+\$4.60)	20/sq ft	20/sq ft	22.45/sq.ft - 3 mos. 7.96/sq.ft. - 9 mos.	22.45/sq.ft.	22.84/sq.ft.	actual is \$22.84 rent - \$17.85
Tenant Improvement	7.96/sq.ft.	7.96/sq.ft.	\$0 after 9 mos.	paid off in 2015	paid off in 2015	OE - \$4.99
FBO						
Lobby/Hangar	1646.67/mo.	1646.67/mo.	1646.67/mo.	1646.67/mo.	1646.67/mo.	
Maint. Facility	5821.14/mo.	5821.14/mo.	5821.14/mo.	5821.14/mo.	5821.14/mo.	
2010 Addition	1977.08/mo.	1977.08/mo.	1977.08/mo.	2006.74/mo.	2036.84/mo.	
Hangar (old A4)	500/mo.	500/mo.	500/mo.	500/mo.	500/mo.	
Fuel Farm	4000/yr.	4100/yr. + 5300/yr	4200/yr. + 5300/yr	4300/yr. + 5300/yr	4300/yr. + 5300/yr	
Rental Cars						
Space rent	377.38/mo.	388.70/mo.	400.36/mo.	412.37/mo.	424.74/mo.	
Ready Rows	85/mo	88/mo.	91/mo.	94/mo.	97/mo.	
					Avis/Budget - 1,500/mo. Enterprise/Natl - 1,983.36	
Minimum Monthly Guarantee	Avis/Hertz- 850 Budget - 1,850	Avis/Hertz- 850 Budget - 1,850	Avis/Hertz- 850 Budget - 1,850	Avis/Hertz/ Budget - 850	Hertz - 2,010	
Avis Car Wash Facility	1367/yr	1408/yr	1450/yr	\$1494/yr	1538/yr.	
Airline - SkyWest						
	\$22.53/sq.ft.	\$22.98/sq.ft.	\$23.67/sq.ft.	\$24.38/sq.ft.	\$25.11/sq.ft.	
Space rent	\$6,133.79/mo.	\$6,074.38/mo.	\$6,256.77/mo.	\$6,444.45/mo.	\$6,637.41/mo.	Expires Jan. 31, 2018
Landing fee	1.19	1.21	1.25	1.29	1.33	
- per landing weight, 1,000 lbs.						
Terminal Offices						
Space rent	\$12.90/sq.ft.	\$13.16/sq. ft.	\$13.34/sq.ft.	\$13.54/sq.ft.	\$13.54/sq.ft.	
	12.88/sq.ft	13.27/sq.ft	13.67/sq.ft	14.08/sq.ft.	14.08/sq.ft.	
Mead & Hunt	\$6,178.32/yr	\$6,365.35/yr	\$6,557.23/yr	\$6,753.89/yr	\$6,753.89/yr	lease needs to be negotiated
Hangars						
- T-hangar	See Hangar	See Hangar	See Hangar	See Hangar	See Hangar	
- Sq. w/heat	Spreadsheet.	Spreadsheet.	Spreadsheet.	Spreadsheet.	Spreadsheet.	
- Sq. heat&water	See Spreadsheet	2% Increase	1.4% Increase	1.5% Increase	0% Increase	
- Civil Air Patrol Exp. 12/15	90/mo.	120/mo.	150/mo.	200/mo.	200/mo.	
- Exp. Air. Assoc. Mar-94	1.00/yr	1.00/yr	1.00/yr	1.00/yr	1.00/yr	
- plus \$305.44/yr. 8/96-40yrs. For club room + community service hours						
Land Lease (hangars)						
- unimproved	.29/sq.ft.	.30/sq.ft.	.304/sq.ft.	.309/sq.ft.	.309/sq.ft.	Discuss for 2017 budget a private land lease
- improved						
Landing Fees						
Non-Signatory	\$1.28	\$1.303	\$1.321	\$1.34	\$1.38	Any aircraft charged landing fees other than SkyWest.
-Per 1,000 lbs. Landing weight						
Pay Parking Lot						
- Daily	5/day	5/day	5/day	5/day	5/day	
- Violation	5/day	5/day	5/day	5/day	5/day	
- Corporate	1/day	1/day	1/day	1/day	1/day	
Fuel Flowage Fee						
- Jet A fuel	.08/gal	.08/gal	.08/gal	.08/gal	.08/gal	
- 100LL fuel	.07/gal	.07/gal	.07/gal	.07/gal	.07/gal	

Base rate per square foot		Adjustments for North & South Facing					
		South Face	102.5%	North Face	97.5%		
	\$1.7011						
T-HANGAR	SQ. FT.	RATE 2015 Per Month	RATE 2016 Per Month	RATE 2017 Per Month	Monthly Increase	Rate per SF	
C-01	1680.6	\$240.60	\$244.20	\$244.20	\$0.00	\$1.7437	
C-02	1249.1	\$178.82	\$181.50	\$181.50	\$0.00	\$1.7437	
C-03	1248.8	\$178.78	\$181.45	\$181.45	\$0.00	\$1.7437	
C-04	1254.1	\$179.54	\$182.23	\$182.23	\$0.00	\$1.7437	
C-05	1458.2	\$208.76	\$211.89	\$211.89	\$0.00	\$1.7437	
C-06	1663.1	\$226.48	\$229.88	\$229.88	\$0.00	\$1.6586	
C-07	1238.2	\$168.62	\$171.14	\$171.14	\$0.00	\$1.6586	
C-08	1232.1	\$167.79	\$170.30	\$170.30	\$0.00	\$1.6586	
C-09	1236.7	\$168.41	\$170.93	\$170.93	\$0.00	\$1.6586	
C-10	1451.4	\$197.65	\$200.61	\$200.61	\$0.00	\$1.6586	
D-01	1074.5	\$153.83	\$156.13	\$156.13	\$0.00	\$1.7437	
D-02	1074.5	\$153.83	\$156.13	\$156.13	\$0.00	\$1.7437	
D-03	1074.5	\$153.83	\$156.13	\$156.13	\$0.00	\$1.7437	
D-04	1074.5	\$153.83	\$156.13	\$156.13	\$0.00	\$1.7437	
D-05	1074.5	\$153.83	\$156.13	\$156.13	\$0.00	\$1.7437	
D-06	1074.5	\$146.32	\$148.51	\$148.51	\$0.00	\$1.6586	
D-07	1074.5	\$146.32	\$148.51	\$148.51	\$0.00	\$1.6586	
D-08	1074.5	\$146.32	\$148.51	\$148.51	\$0.00	\$1.6586	
D-09	1074.5	\$146.32	\$148.51	\$148.51	\$0.00	\$1.6586	
D-10	1074.5	\$146.32	\$148.51	\$148.51	\$0.00	\$1.6586	
E-01	1074.5	\$153.83	\$156.13	\$156.13	\$0.00	\$1.7437	
E-02	1074.5	\$153.83	\$156.13	\$156.13	\$0.00	\$1.7437	
E-03	1074.5	\$153.83	\$156.13	\$156.13	\$0.00	\$1.7437	
E-04	1074.5	\$153.83	\$156.13	\$156.13	\$0.00	\$1.7437	
E-05	1074.5	\$153.83	\$156.13	\$156.13	\$0.00	\$1.7437	
E-06	1074.5	\$146.32	\$148.51	\$148.51	\$0.00	\$1.6586	
E-07	1074.5	\$146.32	\$148.51	\$148.51	\$0.00	\$1.6586	
E-08	1074.5	\$146.32	\$148.51	\$148.51	\$0.00	\$1.6586	
E-09	1074.5	\$146.32	\$148.51	\$148.51	\$0.00	\$1.6586	
E-10	1074.5	\$146.32	\$148.51	\$148.51	\$0.00	\$1.6586	
G-01	1855.8	\$265.67	\$269.65	\$269.65	\$0.00	\$1.7437	
G-02	1083.7	\$155.14	\$157.47	\$157.47	\$0.00	\$1.7437	
G-03	1085.2	\$155.35	\$157.68	\$157.68	\$0.00	\$1.7437	
G-04	1090.5	\$156.12	\$158.46	\$158.46	\$0.00	\$1.7437	
G-05	1109.8	\$158.89	\$161.26	\$161.26	\$0.00	\$1.7437	
G-06	1712.4	\$233.19	\$236.68	\$236.68	\$0.00	\$1.6586	
G-07	1090.9	\$148.55	\$150.78	\$150.78	\$0.00	\$1.6586	
G-08	1098.3	\$149.56	\$151.80	\$151.80	\$0.00	\$1.6586	
G-09	1075.7	\$146.49	\$148.68	\$148.68	\$0.00	\$1.6586	
G-10	997.4	\$135.82	\$137.85	\$137.85	\$0.00	\$1.6586	
D Row North Stora	518.0	\$69.11	\$70.15	\$70.15	\$0.00	\$1.6251	
D Row South Stora	518.0	\$69.11	\$70.15	\$70.15	\$0.00	\$1.6251	
E Row North Stora	518.0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.0000	
E Row South Stora	518.0	\$69.11	\$70.15	\$70.15	\$0.00	\$1.6251	
		\$81,949.09	\$83,176.36	\$83,176.36			
		<u>-\$2,798.28</u>	<u>-\$3,235.80</u>	<u>-3235.8</u>	G1		
		\$79,150.81	\$79,940.56	\$79,940.56			

BOX HANGARS

<u>HANGAR</u>	<u>SQ. FT.</u>	<u>RATE 2013</u> <u>Per Month</u>	<u>RATE 2014</u> <u>Per Month</u>	<u>RATE 2015</u> <u>Per Month</u>	<u>RATE 2016</u> <u>Per Month</u>	<u>RATE 2017</u> <u>Per Month</u>					
F-04	3600	550	6600	\$561	6732	\$568.85	\$6,826.20	\$577.38	\$6,928.56	\$577.38	\$6,928.56
F-03	2160	\$2/sq ft		367.2	4406.4	372.34	4468.08	\$377.93	\$4,535.16	\$377.93	\$4,535.16
K-Row Monthly	3600	684		697.68	8372.16	707.45	8489.40	718.06	8616.72	718.06	8616.72
		714 through		728.28 through		742.85 through		757.70 through			
		Apr/728.28		Apr/742.85		Apr/757.70		Apr/772.86			
K1	3600	through Dec	8682.24	through Dec	8855.88	through Dec	9033	through Dec	9213.68	772.86	9274.32 Lease expires April 30, 2017
K2	3600	634	7608	647.68	7772.16	657.45	7889.4	668.06	8016.72	668.06	8016.72 Rate reduced by \$50 per month for long term lease
K3	3600	0		647.68	7772.16	657.45	7889.4	668.06	8016.72	668.06	8016.72 Rate reduced by \$50 per month for long term lease
K4	3600	634	7608	647.68	7772.16	657.45	7889.4	668.06	8016.72	668.06	8016.72 Rate reduced by \$50 per month for long term lease
K5	3600	684	8208	697.68	8372.16	707.45	8489.4	718.06	8616.72	718.06	8616.72 Rated will decrease by \$50/mo if long term lease is sign
CAP				120	1440	150	1800	200	2400	200	2400
TOTAL			38706.24		46390.92		\$54,284.88		\$55,744.28		\$55,804.92

	A	B	C	D	E	F	G	H
1	2017 EAU Capital Improvement Plan 8-19-16 Draft2							
3	Project Funding Sources							
4								
5	Year	Project	Total Cost	FAA Entitlement	FAA Discretionary	Wisconsin DOT	Local	
6								
7	FY2017 - Capital Equipment (810)							
8	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
9	Local	Replace cameras at terminal and tower	\$ 6,000					\$ 6,000
10	Local	Replace Oshkosh Windshield	\$ 2,000					\$ 2,000
11	Local	Replace rusting quarter panels on 2010 Ford Escape	\$ 2,000					\$ 2,000
12	Local	Replace John Deere Tractor Tires	\$ 2,500					\$ 2,500
13	Local	Replace Case Loader Tires	\$ 6,000					\$ 6,000
14		2017 Total Project Costs - Account 810	\$ 25,500	\$ -	\$ -	\$ -		\$ 25,500
15								
16	FY2017 - Capital Improvement (820)							
17	Local	T-Hangar Construction including restrooms Design/CA \$92,331.75 Construction Estimate 6-19-15 \$771,475	\$ 821,000	\$ -	\$ -	\$ -		\$ 821,000
18	Local	Replace roof on firestation	\$ 10,000					\$ 10,000
19	Local	Remove and Replace tile on entrance sign	\$ 5,500					\$ 5,500
20	Local	Replace boilers in K2 and K4 hangars	\$ 8,500					\$ 8,500
21		Year 2017 Total Project Costs - Account 820	\$ 845,000	\$ -	\$ -	\$ -		\$ 845,000
22								
23	FY2017 - Other Capital Improvement (829)							
24	AIP41	Reimburse RA#1 for PAPI/REIL Relocation	\$ 52,742	\$ 47,468		\$ (23,733.90)		\$ (23,733.90)
25	AIP41	Reimburse RA#2 for PAPI/REIL Relocation	\$ 108,000	\$ 97,200	\$ -	\$ (48,600.00)		\$ (48,600.00)
26	AIP41	Reimburse South Hangar Taxilane Design (\$41,124)	\$ 41,124	\$ 37,012		\$ (18,505.80)		\$ (18,505.80)
27	AIP41	Construct S Hangar Taxilane (\$325,000 estimate 3-16) CA South Hangar Area Taxilanes (\$50,000)	\$ 375,000	\$ 337,500	\$ -	\$ 18,750.00		\$ 18,750.00
28	AIP41	Reimburse Airfield Pavement Rehab (Crack seal perimeter road, maintenance building, and tower)(Alt 1 to AIP35)	\$ 71,556	\$ 64,400	\$ -	\$ (32,200.20)		\$ (32,200.20)
29	AIP41	Rwy 14/32 Preliminary Design	\$ 50,000	\$ 45,000		\$ 2,500		\$ 2,500
30	AIP41	Purchase ARFF Turnout Gear and SCBA	\$ 50,000	\$ 45,000	\$ -	\$ 2,500		\$ 2,500
31	AIP41	Joint seal and panel repairs Taxiway A and Panel Repairs 04/22	\$ 70,000	\$ 63,000	\$ -	\$ 3,500		\$ 3,500
32	AIP41	Purchase Snow Removal Equipment (replace 1994 JD loader and new 16 ft. hydraulic sweeper)	\$ 300,000	\$ 270,000	\$ -	\$ 15,000		\$ 15,000
33	AIP42	Runway 14/32 Design (reimbursed in 2018) - Estimate only not based on complete reconstruction of runway	\$ 250,000					\$ 250,000

	A	B	C	D	E	F	G	H
34		2017 Total Project Costs - Account 829		\$ 1,368,422	\$ 1,006,580	\$ -	\$ (80,790)	\$ 169,210
35								
36	FY2018							
37	AIP42	Reimburse Design Runway 14/32 Rehab		\$ 250,000	\$ 225,000	\$ -	\$ 12,500	\$ (112,500)
38	AIP42	Rwy 14/32 Approach Clearing and Design		\$ 100,000	\$ 90,000	\$ -	\$ 5,000	\$ 5,000
39	AIP42	Reconstruct Runway 14/32		\$ 7,000,000	\$ 685,000	\$ 5,615,000	\$ 350,000	\$ 350,000
40		Year 2018 Total Project Costs		\$ 7,350,000	\$ 1,000,000	\$ 5,615,000	\$ 367,500	\$ 242,500
41								
42	FY2019							
43	AIP43	Install Wildlife Fencing		\$ 1,500,000	\$ 1,000,000	\$ 350,000	\$ 75,000	\$ 75,000
44	AIP43	Wildlife Study Recommendations		\$ 250,000	\$ -	\$ 225,000.00	\$ 12,500	\$ 12,500
45		Year 2019 Total Project Costs		\$ 1,750,000	\$ 1,000,000	\$ 575,000	\$ 87,500	\$ 87,500
46								
47	FY2020							
48	AIP44	Renovate ARFF Station		\$ 2,000,000	\$ 1,000,000	\$ 800,000	\$ 100,000	\$ 100,000
49		Year 2020 Total Project Costs		\$ 2,000,000	\$ 1,000,000	\$ 800,000	\$ 100,000	\$ 100,000
50								
51	FY2021							
52	AIP45	Joint Seal and Panel Repair Runway 04/22		\$ 300,000	\$ 270,000	\$ -	\$ 15,000	\$ 15,000
53	AIP45	TSA Exit Lane Improvements		\$ 300,000	\$ 270,000	\$ -	\$ 15,000	\$ 15,000
54	AIP45	SRE Equipment		\$ 511,111	\$ 460,000	\$ -	\$ 25,556	\$ 25,556
55		Year 2021 Total Project Costs		\$ 1,111,111	\$ 1,000,000	\$ -	\$ 55,556	\$ 40,556

Chippewa Valley Regional Airport

The Chippewa Valley Regional Airport operates under a seven-member commission and the department head is the Airport Director. The Airport is a major economic development engine for the Chippewa Valley and is partially funded under an agreement between Eau Claire and Chippewa Counties running through 2018. A report from the Wisconsin Bureau of Aeronautics indicated the direct economic impact of the airport on the Chippewa Valley economy in 2014 totaled 157 employees, a payroll of \$7.8 million and \$41.6 million in economic output. The report also noted the \$4.3 million of airport user spending supported 70 additional jobs in the Chippewa Valley, with a payroll of \$1.3 million.

Department Mission/Vision

The Chippewa Valley Regional Airport manages the Airport property, which is owned by Eau Claire County. Management of the facility consists of a variety of operations including marketing, maintenance, operations, security and administration.

Vision: The Chippewa Valley Regional Airport will provide our users with a safe, efficient and welcoming operation while striving to meet the current and future needs of the communities we serve.

Overview of Expenditures and Revenues

	2015 Actual	2016 Budget	2016 Estimate	2017 Request	2017 Recommended	% Change
Expenditures:						
Personnel	\$427,482	\$456,825	\$444,514	\$463,287		-100.00%
Services & Supplies	\$442,740	\$518,145	\$551,077	\$405,769		-100.00%
Equipment	\$79,334	\$119,500	\$96,500	\$96,500		-100.00%
Capital Improvement	\$489,689	\$757,859	\$173,396	\$1,039,710		-100.00%
Debt Service	\$123,929	\$123,929	\$123,929	\$123,929		-100.00%
Total Expenditures	\$1,563,174	\$1,976,258	\$1,389,416	\$2,129,195	\$0	-100.00%
Revenues:						
Federal/State Grants	\$59,793	\$45,000	\$90,000	\$0		
Charges & Fees	\$930,694	\$930,918	\$933,927	\$938,570		
Miscellaneous	\$22,639	\$5,000	\$5,000	\$5,000		
Fund Balance Applied	\$31,177	\$471,280	\$0	\$661,565		
Chippewa County	\$127,704	\$128,981	\$128,981	\$128,981		
Property Tax Levy	\$391,167	\$395,079	\$395,079	\$395,079		-100.00%
Total Revenues	\$1,563,174	\$1,976,258	\$1,552,987	\$2,129,195	\$0	

Summary of Budget Changes and Highlights

- The 2017 airport budget includes a 0% increase over the prior year property tax levy.
- A significant share of airport fund balance dollars are being applied to a planned 2017 project to construct at 10 stall T-Hangar facility. Hangars are not eligible for federal funding but taxiways serving hangars are eligible. This project was carried over from 2016 due to availability of federal funding for the taxiway portion of the project.
- The Airport Commission continues its commitment to identify ways to generate additional revenue and better utilize airport property by capitalizing on aviation industry trends through funding in the 2017 budget for the final phase of a contract with Explorer Solutions.
- This budget does not reflect any increase in Full Time Equivalent (FTE) employees. It does reflect a change in the FLSA classification of one of the staff positions which will require additional compensation for overtime.
- The State and Federal dollars used to fund airport capital improvement projects are funded by taxes on users of the

Program Financials

2017 Requested	Program 1	Program 2	Program 3	
Program/Service	Commercial	General	Airport	Totals
	Airline Serv.	Aviation	Partners	
Expenditures:				
Personnel	\$217,745	\$208,479	\$37,063	\$ 463,286
Service & Supplies	\$190,712	\$182,596	\$32,462	\$ 405,769
Equipment	\$45,355	\$43,425	\$7,720	\$ 96,500
Debt Service	\$0	\$123,929	\$0	\$ 123,929
Capital Improvements	\$210,210	\$829,500	\$0	\$ 1,039,710
Total Expenditures	\$664,021	\$1,387,930	\$77,244	\$ 2,129,195
Revenues:				
Federal/State Grants	\$0	\$0	\$0	\$0
Charges & Fees	\$376,453	\$457,117	\$105,000	\$938,570
Miscellaneous	\$5,000	\$0	\$0	\$5,000
Fund Balance Applied	\$0	\$661,565	\$0	\$661,565
Chippewa County	\$64,491	\$64,490	\$0	\$128,981
Property Tax Levy	\$218,077	\$177,002	\$0	\$395,079
Total Revenues	\$664,021	\$1,360,174	\$105,000	\$2,129,195
Mandated Service?	No	No	No	

2016 Approved	Program 1	Program 2	Program 3	
Program/Service	Commercial	General	Airport	Totals
	Airline Serv.	Aviation	Partners	
Expenditures:				
Personnel	\$210,139	\$214,707	\$31,978	\$ 456,824
Service & Supplies	\$238,347	\$243,528	\$36,270	\$ 518,145
Equipment	\$54,970	\$56,165	\$8,365	\$ 119,500
Debt Service	\$0	\$123,929		\$ 123,929
Capital Improvements	\$137,450	\$620,409		\$ 757,859
Total Expenditures	\$640,906	\$1,258,739	\$76,613	\$ 1,976,258
Revenues:				
Federal/State Grants	\$45,000	\$0	\$0	\$45,000
Charges & Fees	\$444,539	\$445,656	\$85,723	\$975,918
Miscellaneous	\$1,500	\$2,650	\$850	\$5,000
Fund Balance Applied	\$0	\$426,280	\$0	\$426,280
Chippewa County	\$59,331	\$69,650	\$0	\$128,981
Property Tax Levy	\$90,536	\$314,503	-\$9,960	\$395,079
Total Revenues	\$640,906	\$1,258,739	\$76,613	\$1,976,258
Mandated Service?	No	No	No	

#1 Commercial Airline Service		Budget	Levy		FTE's
		\$664,021	\$218,077		2.80
<p>The Chippewa Valley Regional Airport provides support for commercial air service operations. The commercial air service program includes everything having to do with facilitating, serving and maintaining commercial air service, including Aircraft Rescue and Firefighting, Federal Aviation Administration Airport Certification, Transportation Security Administration Airport Security Program, air service marketing and public relations, facilities and maintenance for the airfield, terminal building, air traffic control tower, parking lot and entrance road.</p>					
OUTPUTS					
		<i>(YTD column = Jan-July results)</i>			
		<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>YTD2016</u>
Number of passenger enplanements/deplanements:		42,749	40,579	38189	22,484
Number of community presentations:		61	67	64	46
Airport closures:		0	0	0	0
<u>Performance Goal</u>	<u>Outcome Measures</u>	<u>Benchmark</u>	<u>2014</u>	<u>2015</u>	<u>YTD2016</u>
Increase public satisfaction and use of the terminal facility.	80% of commercial air service passengers will report being satisfied or extremely satisfied with the airport controlled metrics on a customer satisfaction survey administered randomly.	80%	78%	83%	89%
Encourage growth of commercial air service.	Maintain percentage change in passenger enplanements at a level equal to or greater than the percentage change in the state average.	TBD	-6%	-6%	6%
	Commercial air service will be promoted in the community 20 times throughout the year.	50 or more	67	64	46
Maintain safe airfield operations.	100% of Aircraft Rescue and Fire Fighting personnel will successfully meet the response requirement of the Federal Aviation Administration (FAA) as verified by annual testing.	100%	100%	100%	100%
	Airfield inspections (lighting, wildlife, foreign object debris, pavement condition) will be performed every day as verified by the daily inspection log.	100%	100%	100%	100%

#2 General Aviation		Budget	Levy		FTE's
		\$1,387,930	\$177,002		2.70
The Chippewa Valley Regional Airport provides the infrastructure necessary to facilitate general/corporate aviation operations. Examples: facilities and maintenance for the airfield, hangars, FBO facilities, air traffic control tower, parking lot and entrance road.					
OUTPUTS					
<i>(YTD column = Jan-July results)</i>		2013	2014	2015	YTD2016
Number of hangars rented for airport:		46 of 48	46 of 48	47 of 48	48 of 48
General Aviation/Corporate Aircraft Operations:		21,943	20,186	21,484	13,819
Gallons of Fuel:		1,419,553	1,531,723	1,766,961	967,034
<u>Performance Goal</u>	<u>Outcome Measures</u>	<u>Benchmark</u>	<u>2014</u>	<u>2015</u>	<u>YTD2016</u>
Maximize rental of existing hangars.	95% of airport owned hangars will be rented.	95%	96%	98%	100%
Maintain or increase the number of general aviation related takeoffs and landings.	Maintain percentage change of general aviation takeoffs and landings at a level equal to or greater than the change in the state average.	TBD	-8%	6%	9%
Ensure customer satisfaction with airport owned facilities used by general/corporate aviation.	80% of general aviation users will report being satisfied or extremely satisfied with the overall airport experience on a customer satisfaction survey administered randomly.	80%	100%	100%	93%
#3 Airport Partners		Budget	Levy		FTE's
		\$77,244	\$0		0.50
The Chippewa Valley Regional Airport provides the infrastructure necessary to facilitate airport partner businesses including car rentals, restaurant, and other miscellaneous non-aviation space rentals, including facilities and maintenance for the terminal building, parking lot and entrance road.					
OUTPUTS					
<i>(YTD column = Jan-July results)</i>		2013	2014	2015	YTD2016
Percentage of terminal space rented that is available to airport partners:		100.00%	13.00%	13.00%	100.0%
Car rental bonus revenue:		\$72,775	\$79,359	\$75,056	\$45,763
<u>Performance Goal</u>	<u>Outcome Measures</u>	<u>Benchmark</u>	<u>2014</u>	<u>2015</u>	<u>YTD2016</u>
Maximize rental of facility space available to airport partners.	70% of total space available for rental to airport partners will be rented during the year.	70%	13.0%	13.0%	100.0%
Maintain or increase the revenue earned from the percentage bonus portion of the airport partners lease agreement.	The current year bonus revenue earned from airport partner services will be greater than or equal to the prior year bonus revenue earned within the same lease period.	\$75,056	\$81,266	\$75,056	\$45,763
Totals		Budget	Levy		FTE's
		\$2,129,195	\$395,079		6.00

**CHIPPEWA VALLEY REGIONAL AIRPORT
STRATEGIC PLANNING
2016-2018 ACTION ITEMS**

Vision: The Chippewa Valley Regional Airport will provide our users with a safe, efficient and welcoming operation while striving to meet the current and future needs of the community we serve.

PRINCIPLE: PUBLIC RELATIONS

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:

- Make an annual airline presentation to evaluate additional or improved air service opportunities.

ACTION ITEM:

- Increase the frequency of promoting the overall savings and convenience of flying local.

PRINCIPLE: SERVICE

STRATEGY: “ACTIVE” (On the spot delivery of supporting activities/actions as customary at a high class airport)

ACTION ITEM:

- Start and administer periodic Business Partner meetings with key airport stakeholders to enhance the customer experience.

STRATEGY: “WELCOMING” (Provide a welcoming atmosphere backed up by appropriate services that enforce the atmosphere)

ACTION ITEM:

- Coordinate Employee Recognition Program for Airport employees and tenants

PRINCIPLE: BUSINESS

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

ACTION ITEM:

- Enhance the airport financial position through value added projects (i.e. Explorer Solutions Project, Corporate Hangar Development, Airport Hangar Development, etc.)