

AGENDA
Chippewa Valley Regional Airport Commission
Friday, April 14, 2017, 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. March 17, 2017 Regular Commission Meeting
5. CVRA Finance and Activity Reports
 - a. Expense Vouchers and Financial Report
 1. Discussion/Action
 - b. Key Indicators:
 - Airline Operations
 - Car Rental Operations
 - Tower Operations:
 1. Discussion/Action
 - c. Hangar Occupancy
 1. Discussion/Action
6. Public Comment Period - (Maximum 2 minutes per person)
7. Operational Matters
 - a. Airport Operations Report
 - Airport Commissioner Update
 - Airport Community Outreach
 - 1. Discussion/Action
 - b. Airport Strategic Plan Update/Review
 - Employee Recognition Program – Quarterly Winner
 - Explorer Solutions Update
 - 1. Discussion/Action
 - c. Project Summary – Mead & Hunt
 - AIP 37 ALP Update
 - South Hangar Area Taxiway Design
 - T-Hangar Construction
 - ARFF Gear and SRE Purchase
 - RWY 14/32 Rehabilitation
 1. Discussion/Action

- 8. Previous Business:**
 - a. 2018 Airport Capital Improvement Plans**
 - 1. Discussion/Action**

- 9. New Business:**
 - a. Proposed Resolution 17-18/008 to Approve Application of a Class B Intoxicating Liquor License for Hangar 54 Grill**
 - 1. Discussion/Action**

 - b. Proposed Ordinance 17-18/001 to Amend the Eau Claire County Code**
 - 1. Discussion/Action**

 - c. Proposed Resolution 17-18/004 to Support Continued Funding of the EAS Program**
 - 1. Discussion/Action**

- 10. Discuss Future Agenda Items**

- 11. Set Future Meeting Dates and Times**

- 12. Adjournment**

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710, (FAX) 839-1669 or 839-4735, tty: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

MINUTES

**Chippewa Valley Regional Airport Commission
Friday, March 17, 2017, 7:30am
Duax Commission Room
3800 Starr Avenue, Eau Claire, WI**

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

MEMBERS ABSENT: Scott Francis

OTHERS PRESENT: Charity Zich-Airport Director, Todd Norrell-Maintenance Supervisor and Erin Switzer-Administrative Associate

1. **Call to Order:** Chair Rick Bowe called the meeting to order at 7:31am.
2. **Confirmation of Meeting Notice:** The meeting was noticed.
3. **Roll Call:** Commissioners Rick Bowe, David Frederikson, Chuck Hull, Mark Olson and Barry Wells were present. Commissioner Hilgedick arrived at 7:33am.
4. **Approval of Minutes**
 - a. **February 17, 2017 Regular Commission Meeting:**
On a motion by Com. Olson, seconded by Com. Wells, the minutes of the February 17, 2017 meeting were approved as submitted.
(Ayes 6-Nayes 0)
5. **CVRA Finance and Activity Reports**
 - a. **Expense Vouchers and Financial Report**
 - The 4N Consultants invoice is for Consultant fees for developing an ACDBE goal and re-writing the ACDBE program. New 2017 standards require the airport to develop a minimum 1% ACDBE goal.
 - The Eau Claire County invoices are for salting/sanding of the airport parking lots by the County maintenance department. The Airport does not use salt in any of their sand trucks because salt isn't allowed on the airfield. This is a relatively inexpensive option to provide better surfaces in airport parking lots during winter conditions.
 - The Airport Director noted that the Airport has made an agreement with Volaire Aviation to assist with our Social Media presence at a rate of \$100.00 per month.
On a motion by Com. Frederikson, seconded by Com. Hull, the expense vouchers were approved as submitted.
(Ayes 6-Nayes 0)

b. Key Indicators

- **Airline Operations**

Airline operations are up 30% for the month and 32% for the year. The load factors are up for the year and the number of cancellations is down for the year. The Airport Director noted that the President's Fiscal Year 2018 preliminary budget calls for the elimination of the Essential Air Service (EAS) program.

- **Car Rental Operations**

Car Rental Operations were up 16% for January 2017 over January 2016.

- **Tower Operations**

Tower operations are down 1% for the month and 13% for the year.

c. Hangar Occupancy

There are currently two T-hangars vacant.

6. Public Comment Period: No comment.

7. Operational Matters

a. Airport Operations Report

- **Small Community Air Service Grant Update:** The Commission reviewed the presentation of the digital media campaign from Advance Media.
- **Airport Community Outreach:** The Airport Director updated Commissioners on the airport community outreach opportunities year to date.
- **Parking Lot Changes:** The Airport Director discussed the request from the restaurant to look into extending the free parking time limit from two hours to three or four hours. As the restaurant serves 425-525 customers on a Friday night, the short term parking lot is usually overflowing with vehicles and vehicles need to park in the long term lot. The Commission suggested that the lot become a four hour lot and that the signage be updated.

On a motion by Com. Bowe, seconded by Com. Wells, the short term parking time limit was changed from two hours of free parking to four hours.

(Ayes 6-Nayes 0)

- **Airport Quarterly Operations and Finance Report:** The Airport Director provided an overview of the Airport Quarterly Operations and Finance Report.
- **Airport Land Use:** The City of Eau Claire has shown interest in the possibility of putting a Dog Park off of Airport Road. Commissioners indicated they were not opposed to the idea as long as the City of Eau Claire could contract with the Airport and meet FAA requirements for using Airport property.
- **Airport Commissioner Update:** There are four Commission seats that are up for re-appointment in 2017. Commissioners Rick Bowe and Scott Francis have already been re-appointed for another two year term by the Chippewa County board. Commissioner Hilgedick has indicated his interest in being re-appointed in Eau Claire County and Commissioner Frederikson has declined re-appointment. Eau Claire County is advertising for the vacant Airport Commission seat through the end of March and the Commission appointments will take place in April.

b. Airport Strategic Plan Update/Review

- The Operational Review for February was a review of airport Ground Maintenance. The Airport Director discussed the airfield and equipment improvements and changes that are needed in the coming years..
- Recognition Program: The Airport received two recognitions in February.
- Airport Business Partner Meeting: The semi-annual Business Partner Meeting took place on March 8th where Airport Tenants discussed upcoming events, company updates and customer service improvement possibilities
- Explorer Solutions Update: The Airport Director notified Commissioners that the upcoming scientific committee event will likely be postponed due to many scheduling conflicts with potential attendees.

c. Project Summary

- AIP 37 ALP Update: The ALP update is in progress.
- South Hangar Area Taxilane Design: The project design review received many comments from the FAA. As a result, the bid opening has been postponed from March until April.
- T-hangar Construction: The bid opening has been postponed until after the South Hangar Area Taxilane project comes back from bid.
- ARFF Gear and SRE Purchase: The Airport is also planning to replace ARFF turnout gear, SCBA and snow removal equipment with 2017 FAA funding.
- RWY 14/32 Rehabilitation: The design for Runway 14/32 work is planned for FAA funding in 2017. Construction is planned for 2018 or 2019 depending on availability of funding.

8. Previous Business: None

9. New Business:

a. Approval of Airport Six-Year Improvement Plan

The WI Bureau of Aeronautics requires airports to annually submit a Six-Year Improvement Plan. The plan provided to the Commission does not commit the airport to certain projects; it just indicates our plan for capital improvement projects for the next several years.

On a motion by Com. Hilgedick, seconded by Com. Hull, the Airport Six-Year Improvement Plan was approved as submitted.

(Ayes 6-Nayes 0)

b. Response to Zoning Variance Request

The Airport Director discussed the Zoning Variance Request that Eau Claire County received to exceed the Airport Height Limitation Zoning Ordinance. The variance request is for a cell phone tower in the vicinity of the airport.

On a motion by Com. Frederikson, seconded by Com. Wells, the Airport Commission vigorously objected to the Zoning Variance Request.

(Ayes 6-Nayes 0)

c. Ideas for Enhancing Customer Experience

The Airport Director discussed possible ideas for improving customer service for passengers utilizing the airport. Many suggested customer service opportunities recognized by the airport industry are already in place at CVRA. The Airport Commission agreed the Airport Director should pursue opportunities such as having coffee and snacks available in the event of a flight delay and distributing coloring pages and crayons for children. The Airport Director will also look into adding more outlets for device charging capabilities.

10. Discuss Future Agenda Items: None

11. Set Future Meeting Dates and Times:

The next regular Commission Meetings are planned for Friday, April 14, 2017 and Thursday, May 18, 2017 at 7:30am.

12. Adjournment:

On a motion by Com. Frederikson, seconded by Com. Wells, the meeting was adjourned at 8:59am.

(Ayes 6-Nayes 0)

Respectfully Submitted,

Bill Hilgedick, Secretary

March vouchers for approval April 14, 2017

Advance Media New York (Syracuse)	Airport Digital Marketing Campaign, February	53610-327-001	\$4,849.98
Advance Media New York (Syracuse)	Airport Digital Marketing Campaign, March	53610-327-001	\$4,849.98
D.S. Electric	Light ballasts for FBO	53610-248	\$51.00
Dalco	Maint Supplies: soap/toilet paper/dispenser/buffer pad/vacuum bags	53610-248	\$481.83
Eau Claire Chamber of Commerce	2017 Business at the Airport - Pilot Sponsor & Exhibitor	53610-327	\$500.00
Eau Claire County Highway Dept.	(11) Carbide plow blades, sand delivery & tote of salt	53610-246	\$2,887.22
Explorer Solutions	Airport Strategic Positioning Phase III Part 1, Installment 3 of 3	53610-200	\$5,750.00
G & K Services	Uniforms	53610-137	\$120.70
G & K Services	Bags & Towels	53610-298	\$16.32
Genesis Lamp	Airfield Lamps	53610-246	\$310.85
Gold Cross	67 calls/7 emails - March	53610-225	\$70.18
Golden Spike Awards & Gifts	Plaque for outgoing Commission Member; Frederikson	53610-327	30.00
Johnson Litho	Advertising: Printing of Airport Rack Cards	53610-327	\$83.00
<i>Per Mar Security Services</i>	<i>Security monitoring 5/1/17-7/31/17</i>	53615-248	\$151.98
Verizon	Cell phones - Maint. Supervisor & Seas/Fire, March	53610-225	\$51.24
Volaire Aviation	Social Media Retainer fee, April - June	53610-327	300.00
Xcel Energy	Terminal Gas/Electric - March	53610-222/224	\$10,939.24
Xcel Energy	ATC Gas/Electric - March	53615-222/224	\$1,163.66
		TOTAL	<u>\$32,607.18</u>

BOLD items = SCASD Grant reimbursements

ITALICIZED items = Tower Expenses

Chippewa Valley Regional Airport

2017 BUDGET COMPARISON Estimated March 31, 2017

#	Item	12 Month Budget 2017	Budget YTD Allocated	Actual as of 3/31/17 (25%)	Variance YTD	Balance Remaining For Year
Income				25.00%		
41110	Contrib From Eau Claire Cty	\$395,079	\$98,770	\$98,770.00	\$0.25	\$296,309.00
47330	Contrib From Chippewa Cty	\$128,981	\$32,245	\$64,490.50	\$32,245.25	\$64,490.50
Sub-Total Tax Revenue		\$524,060	\$131,015.00	\$163,260.50	\$32,245.50	\$360,799.50
46340-571	Advertising	\$5,000	\$1,250	\$0.00	(\$1,250.00)	\$5,000.00
46340-572	Air Terminal	\$109,453	\$27,363	\$25,452.54	(\$1,910.71)	\$84,000.46
46340-573	FAA	\$13,440	\$3,360	\$2,026.66	(\$1,333.34)	\$11,413.34
46340-574	FBO	\$130,481	\$32,620	\$40,018.72	\$7,398.47	\$90,462.28
43640-575	Fuel Flowage	\$131,150	\$32,788	\$29,556.64	(\$3,230.86)	\$101,593.36
46340-576	Hangars	\$135,745	\$33,936	\$40,878.78	\$6,942.53	\$94,866.22
46340-577	Landing	\$42,500	\$10,625	\$7,012.69	(\$3,612.31)	\$35,487.31
43640-578	Parking	\$130,000	\$32,500	\$39,545.51	\$7,045.51	\$90,454.49
46340-579	Rental Cars	\$93,000	\$23,250	\$21,954.90	(\$1,295.10)	\$71,045.10
46340-580	Restaurant	\$12,000	\$3,000	\$4,000.00	\$1,000.00	\$8,000.00
46340-581	Tie Downs	\$216	\$54	\$72.00	\$18.00	\$144.00
46340-583	Utility Revs	\$8,000	\$2,000	\$979.63	(\$1,020.37)	\$7,020.37
46340-584	Land Lease Revs	\$31,585	\$7,896	\$929.26	(\$6,966.99)	\$30,655.74
46340-586	Vehicle Fuel Reimbursement	\$13,000	\$3,250	\$3,695.29	\$445.29	\$9,304.71
Sub-Total Operating Revenue		\$855,570	\$213,892.50	\$216,122.62	\$2,230.12	\$639,447.38
Sub-Total Taxes and Operating Rev.		\$1,379,630	\$344,907.50	\$379,383.12	\$34,475.62	\$1,000,246.88
46340-601	Other Revenue	\$5,000	\$1,250	\$39.25	(\$1,210.75)	\$4,960.75
46340-582	PFC	\$83,000	\$20,750	\$8,989.05	(\$11,760.95)	\$74,010.95
46340-585	Airline Recruit Reimb	\$0	\$0	\$0.00	\$0.00	\$0.00
46340-515	Insurance Refunds	\$0	\$0	\$0.00	\$0.00	\$0.00
43619	Airport Grants	\$0	\$0	\$0.00	\$0.00	\$0.00
49210	Transfer Fr. Gen'l Fund	\$0	\$0	\$0.00	\$0.00	\$0.00
49300	Airport/ N/L Funds Applied	\$668,565	\$167,141	\$0.00	(\$167,141.25)	\$668,565.00
Sub-Total Other Revenue		\$756,565	\$189,141.25	\$9,028.30	(\$180,112.95)	\$747,536.70
TOTAL INCOME		\$2,136,195	\$534,048.75	\$388,411.42	(\$145,637.33)	\$1,747,783.58
Expenses						
53610-111	Salary Perm-Regular	\$319,161	\$79,790	\$69,331.81	(\$10,458.44)	\$249,829.19
-112	Salary Perm-OT	\$15,000	\$3,750	\$3,993.82	\$243.82	\$11,006.18
-114	Salary-On Call Pay	\$0	\$0	\$1,100.00	\$1,100.00	(\$1,100.00)
-120	Health Ins Incentive	\$1,200	\$300	\$300.00	\$0.00	\$900.00
-121	Salary Temp Regular	\$0	\$0	\$0.00	\$0.00	\$0.00
-136	PTO-ELB-Lump Sum Payout	\$0	\$0	\$0.00	\$0.00	\$0.00
-137	Clothing Allowance	\$1,339	\$335	\$342.09	\$7.34	\$996.91
-141	Board & Comm Per Diem	\$3,500	\$875	\$630.00	(\$245.00)	\$2,870.00
-142	Cnty Brd & Comm Mile	\$700	\$175	\$97.92	(\$77.08)	\$602.08
-151	Social Security	\$25,563	\$6,391	\$5,471.27	(\$919.48)	\$20,091.73
-152	Retirement Emplr Share	\$22,724	\$5,681	\$4,223.51	(\$1,457.49)	\$18,500.49
-154	Hos & Health Ins	\$74,000	\$18,500	\$15,537.42	(\$2,962.58)	\$58,462.58
-155	Life Insurance	\$100	\$25	\$12.06	(\$12.94)	\$87.94
-158	Unemployment Comp	\$0	\$0	\$0.00	\$0.00	\$0.00
-200	Contract Svcs	\$60,500	\$15,125	\$20,750.00	\$5,625.00	\$39,750.00
-212	Attorney Fees	\$6,000	\$1,500	\$240.00	(\$1,260.00)	\$5,760.00
-213	Accounting & Audit	\$3,500	\$875	\$0.00	(\$875.00)	\$3,500.00
-221	Water & Sewer	\$47,380	\$11,845	\$0.00	(\$11,845.00)	\$47,380.00
-222	Electric	\$86,445	\$21,611	\$24,371.17	\$2,759.92	\$62,073.83
-224	Gas & Fuel Oil	\$40,800	\$10,200	\$13,374.82	\$3,174.82	\$27,425.18
-225	Telephone & Telegraph	\$4,000	\$1,000	\$692.00	(\$308.00)	\$3,308.00
-227	Dataline/Internet	\$500	\$125	\$0.00	(\$125.00)	\$500.00
-241	Motor Vehicle Maint	\$10,000	\$2,500	\$2,405.03	(\$94.97)	\$7,594.97
-246	Grounds Maint	\$29,000	\$7,250	\$12,780.78	\$5,530.78	\$16,219.22
-248	Building Maint	\$26,000	\$6,500	\$2,678.74	(\$3,821.26)	\$23,321.26
-249	Service on Machines	\$500	\$125	\$0.00	(\$125.00)	\$500.00
-297	Refuse Collection	\$1,149	\$287	\$1,171.61	\$884.36	(\$22.61)
-298	Laundry Services	\$180	\$45	\$45.44	\$0.44	\$134.56
-299	Sundry Contract Services	\$0	\$0	\$0.00	\$0.00	\$0.00
-310	Office Supplies	\$600	\$150	\$71.80	(\$78.20)	\$528.20

#	Item	12 Month Budget 2017	Budget YTD Allocated	Actual as of 3/31/17 (25%)	Variance YTD	Balance Remaining For Year
-311	Postage and Box Rent	\$700	\$175	\$64.06	(\$110.94)	\$635.94
-313	Printing & Dup	\$600	\$150	\$0.00	(\$150.00)	\$600.00
-320	Ref Materials	\$550	\$138	\$222.27	\$84.77	\$327.73
-321	Publish Legal Notices	\$200	\$50	\$0.00	(\$50.00)	\$200.00
-324	Membership Dues	\$3,800	\$950	\$3,195.00	\$2,245.00	\$605.00
-327	Marketing	\$35,000	\$8,750	\$4,064.53	(\$4,685.47)	\$30,935.47
-327-001	Marketing Grant Expense	\$0	\$0	\$13,999.84	\$13,999.84	(\$13,999.84)
-328	Airline Recruitment	\$15,000	\$3,750	\$0.00	(\$3,750.00)	\$15,000.00
-330	Travel Regular	\$0	\$0	\$0.00	\$0.00	\$0.00
-340	Travel-Train & Conf	\$12,500	\$3,125	\$1,840.97	(\$1,284.03)	\$10,659.03
-366	Fire fight supplies	\$4,500	\$1,125	\$0.00	(\$1,125.00)	\$4,500.00
-377	Vehicle Fuel	\$30,000	\$7,500	\$15,340.50	\$7,840.50	\$14,659.50
-510	Insurance	\$45,000	\$11,250	\$1,818.68	(\$9,431.32)	\$43,181.32
-615	Special Assessment	\$0	\$0	\$0.00	\$0.00	\$0.00
-813	Office Equipment	\$1,000	\$250	\$0.00	(\$250.00)	\$1,000.00
Sub-Total Operating Expense		\$928,691.00	\$232,172.75	\$220,167.14	(\$12,005.61)	\$708,523.86
53615-200	ATCT Contractual Services-Stat	\$0	\$0	\$0.00	\$0.00	\$0.00
-221	ATCT Water-Sewer-Strmwtr	\$1,030	\$258	\$0.00	(\$257.50)	\$1,030.00
-222	ATCT Electricity	\$15,255	\$3,814	\$2,589.72	(\$1,224.03)	\$12,665.28
-224	ATCT Gas & Fuel Oil	\$4,080	\$1,020	\$1,194.88	\$174.88	\$2,885.12
-225	ATCT Telephone	\$1,500	\$375	\$188.20	(\$186.80)	\$1,311.80
-248	ATCT Building Maintenance	\$15,000	\$3,750	\$1,251.95	(\$2,498.05)	\$13,748.05
Sub-Total Tower Expense		\$36,865	\$9,216.25	\$5,224.75	(\$3,991.50)	\$31,640.25
53610-810	Capital Equipment	\$25,500	\$6,375	\$0.00	(\$6,375.00)	\$25,500.00
-820	Capital Improvement	\$852,000	\$213,000	\$2,769.95	(\$210,230.05)	\$849,230.05
-829	Other Capital Improvement	\$169,210	\$42,303	\$0.00	(\$42,302.50)	\$169,210.00
58100-613	Principal/Trust Fund	\$98,014	\$24,504	\$0.00	(\$24,503.50)	\$98,014.00
58200-613	Interest/Trust Fund	\$25,915	\$6,479	\$0.00	(\$6,478.75)	\$25,915.00
Sub-Total Capital Expense		\$1,170,639	\$292,659.75	\$2,769.95	(\$289,889.80)	\$1,167,869.05
TOTAL EXPENSE		\$2,136,195	\$534,048.75	\$228,161.84		\$1,908,033.16
NET OPERATING INCOME		\$0	\$0	\$160,249.58		(\$160,249.58)
<u>Cash Balance</u>						
	Per 2012 Audit Report	\$948,000				
	Per 2013 Audit Report	\$687,563				
	Per 2014 Audit Report	\$666,546				
	Per 2015 Audit Report	\$618,157				
	2016 Estimate	925,345				

Capital Advances Subject to Reimbursement

AIP #	Description	Total Project Cost	CVRA	Funding	Funding Source and Percentage (FAA/State/INS/etc)	Estimated Timing of Reimbursement	Reimbursement Received - Amount	Reimbursement Received Date
			Approved Capital Investment	Advanced subject to Reimbursement				
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:	Went to the FAA for review October 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 once FAA money is received for change order at closeout. State will hold \$52,000 from another project that is in overfunded status as AIP 38 is underfunded until FAA closeout due to Taxiway C2 change order.							
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%	January-17		
Comments:	Funds were moved to AIP 40 until grant was received for AIP 40. Now waiting for state to update financial statements.							
AIP 40	Design Contract Rwy 04 Threshold Relocation	\$110,575.00	\$110,575.00	\$105,046.25	FAA - 90%, State - 5%	January-17		
Comments:	FAA grant received. Waiting for state to update financial statements.							
AIP 41	FAA RWY 04 NAVAID Relocation Reimbursable Agreement #1	\$52,742.00	\$26,371.00	\$23,733.90	FAA	September-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	September-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	September-17		
Comments:	Reimbursed with FAA grant in 2017							
TOTAL				\$478,084.73				

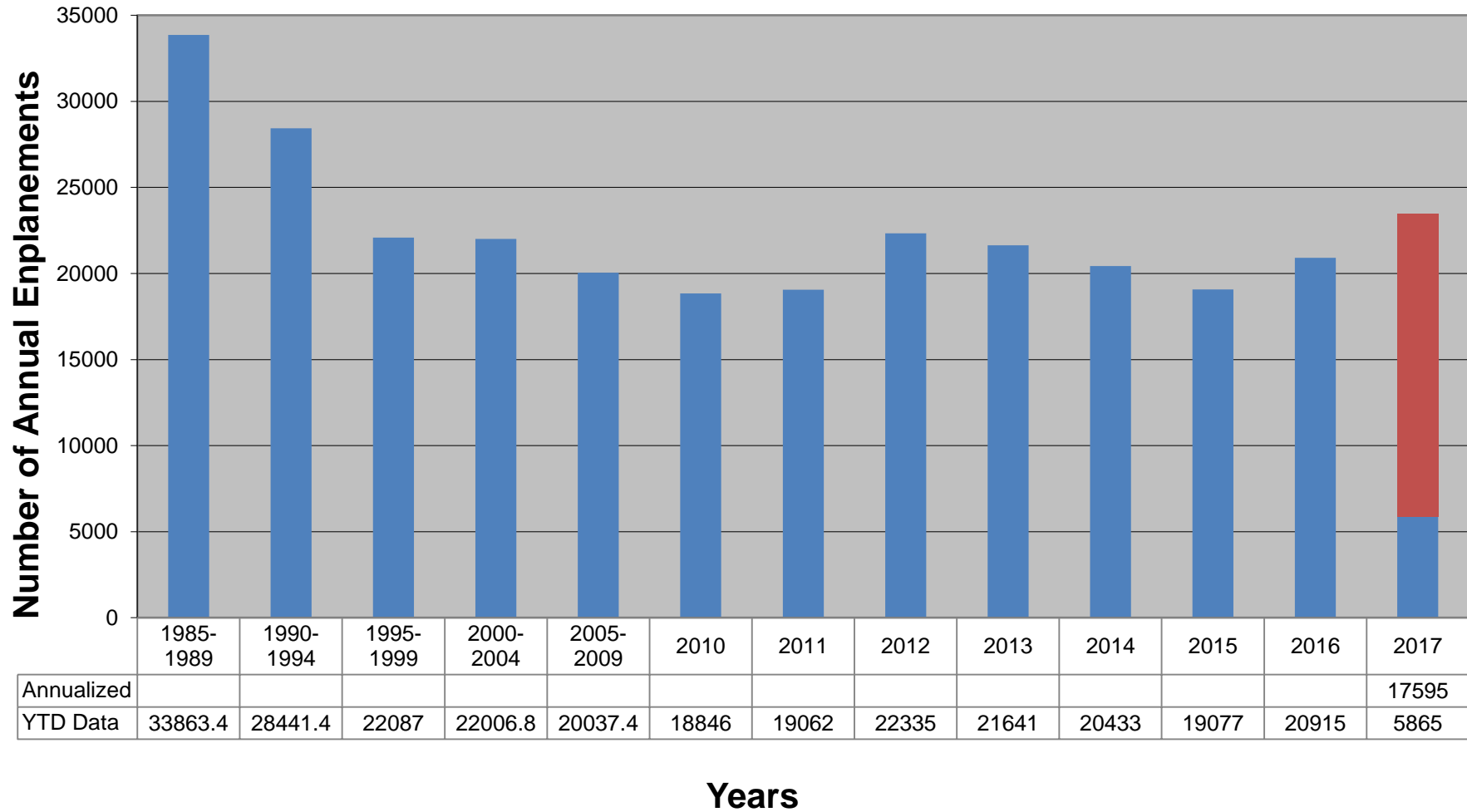
BOLDED ITEMS ARE CHANGES FROM PRIOR MONTH

Chippewa Valley Regional Airport
Traffic Statistics
 March 2017

	Month		% Diff.	Year to date		% Diff.
	2017	2016		2017	2016	
AIRLINE PASSENGERS						
UNITED Enplaned	1971	1472	34%	5337	4026	33%
CHARTERS Enplaned				<u>375</u>	<u>427</u>	-12%
Total Enplaned				5712	4453	28%
UNITED Deplaned	1946	1493	30%	5031	3855	31%
CHARTERS Deplaned				<u>375</u>	<u>427</u>	-12%
Total Deplaned				5406	4282	26%
Total Enplaned/Deplaned	3917	2965	32%	11118	8735	27%
UA Departure Load Factor	69%	55%		65%	49%	
UA Arrival Load Factor	68%	55%		62%	47%	
UNITED PERFORMANCE	2017	2016		2017	2016	
Scheduled Flights/Landings	58	58	0%	168	118	42%
Canceled Flights						
Xnld for Wx	1	4		4	8	
Xnld for Mx	0	0		0	0	
<u>Xnld Other</u>	<u>0</u>	<u>0</u>		<u>1</u>	<u>0</u>	
Total	1	4	-75%	5	8	-38%
Total Landings	57	54	6%	163	110	48%
	2017	2016		2017	2016	
<u>EAU Arrival</u>						
Completion Factor	98%	93%		97%	95%	
OnTime %	79%	76%		84%	77%	
<u>EAU Departure</u>						
Completion Factor	98%	93%		97%	94%	
OnTime %	83%	88%		85%	87%	
<u>ORD Arrival</u>						
Completion Factor	98%	93%		97%	94%	
OnTime %	84%	86%		85%	87%	

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) *	\$839	\$785	\$933	\$792	\$902	\$986	\$700	\$423	\$1,036
ORD - Chicago **	\$341	\$110	\$146	\$341	\$110	\$126	\$441	\$146	\$126
DEN - Denver **	\$310	\$178	\$166	\$354	\$198	\$186	\$387	\$372	\$330
LAS - Las Vegas **	\$408	\$265	\$276	\$409	\$250	\$276	\$420	\$414	\$396
EWR - Newark **	\$424	\$420	\$378	\$444	\$450	\$438	\$586	\$598	\$599
MCO - Orlando *	\$365	\$429	\$302	\$310	\$433	\$278	\$336	\$306	\$238
PHX - Phoenix *	\$403	\$362	\$349	\$479	\$362	\$299	\$338	\$389	\$208
IAD - Washington Dulles **	\$290	\$366	\$324	\$434	\$488	\$446	\$459	\$488	\$466

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

4/7/17

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 & MSP DL usually all but Cancun are nonstop)

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 BOLD, underlined & italicized

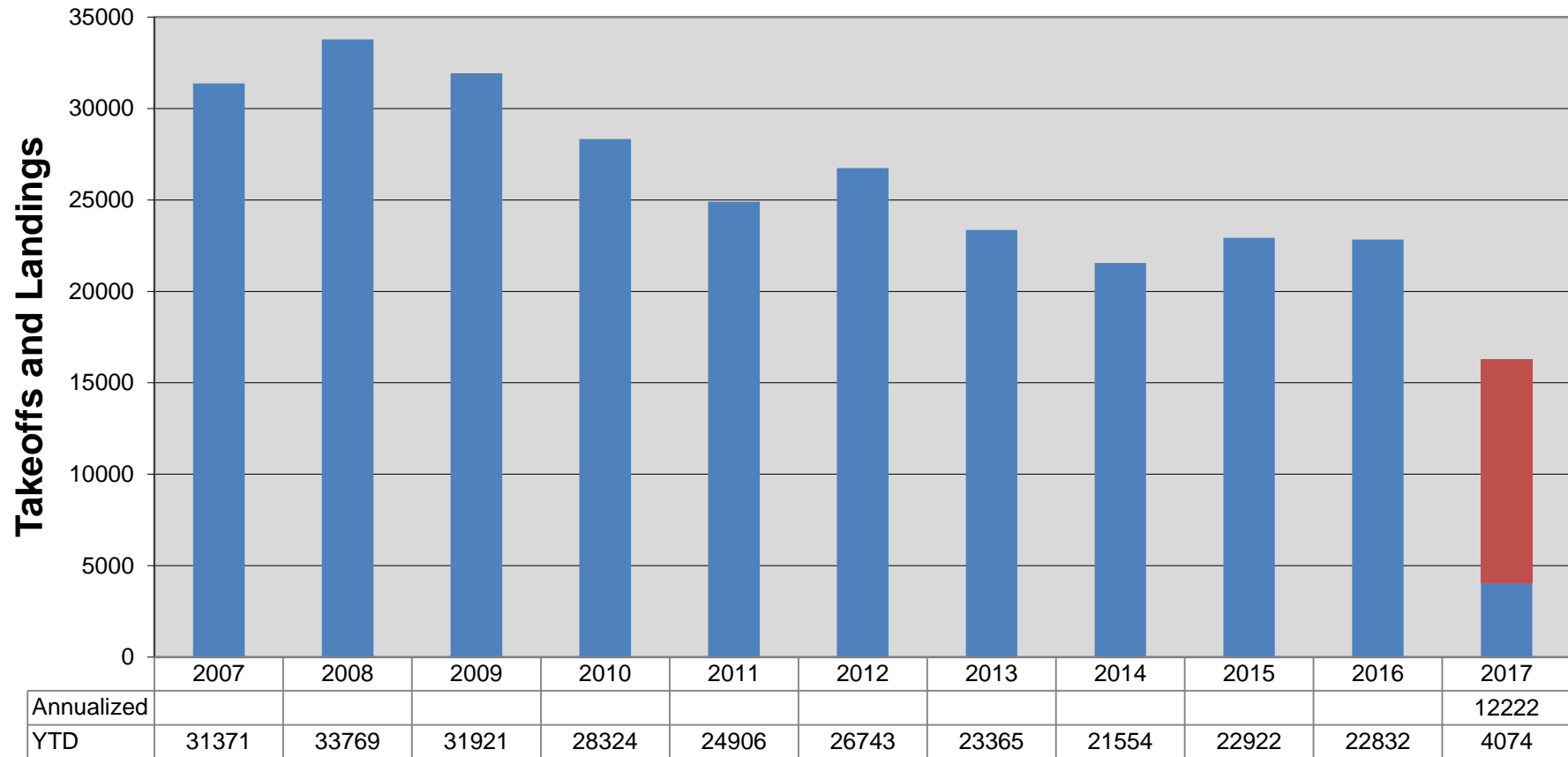
	Number of Cars Rented		
	<u>2017</u>	<u>2016</u>	
January	233	201	16%
February	287	251	14%
March		255	-100%
April		276	-100%
May		309	-100%
June		347	-100%
July		373	-100%
August		401	-100%
September		320	-100%
October		340	-100%
November		285	-100%
December		270	-100%
		3628	-100%

Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 March 2017

		Month		% Diff.	Year to date		% Diff.
		2017	2016		2017	2016	
Itinerant	Air Carrier	0	2	-100%	12	8	50%
	Commuter/ Air Taxi	191	227	-16%	580	564	3%
	GA	902	1096	-18%	2731	3071	-11%
	Military	22	15	47%	53	53	0%
Local	GA	238	500	-52%	690	1268	-46%
	Military	<u>8</u>	<u>0</u>	#DIV/0!	<u>8</u>	<u>4</u>	100%
TOTAL		1361	1840	-26%	4074	4968	-18%

Chippewa Valley Regional Airport Annual Air Traffic Control Tower Operations



Years

2017 Community Outreach

1. Jan 10 Airline Presentation
2. Jan 11 Airline Presentation
3. Jan 18 UW Stout vs. UWEC Women's Basketball
4. Jan 19 Leadership Chippewa Falls
5. Jan 26 FAA Presentation
6. Jan 26 Federal Legislators Presentation
7. Jan 27 Ground Handler Presentation
8. Feb 1 Chippewa County EDC
9. Feb 1 Menomonie Chamber Banquet
10. Feb 1 UW Stout vs. UWEC Men's Basketball
11. Feb 2 Leadership Eau Claire Alumni Event
12. Feb 3 Leader Telegram Article
13. Feb 6 Airport Operations Press Release
14. Feb 7 WEAU Morning Interview
15. Feb 20 Eau Claire EDC Annual Banquet
16. Feb 22 CCEDC Trip to Madison
17. Mar 7 WAMA Legislative Day
18. Mar 8 Airport Business Partner Meeting
19. Mar 21 Eau Claire Chamber Meeting
20. Mar 21 TV 13 and 18 Interviews
21. Mar 21 Eau Claire County Board Oral Report
22. Apr 3 WEAU Morning Interview
23. Apr 5 Junior Achievement Career Fair

2017	Name	Company	Accomplishment	Agenda Item 7b	Monthly Winner
<i>January</i>	Joyce Gilberts	TSA	Joyce recently came in after hours on her day off to provide a tour to area high school students. She did an awesome job not just presenting the job of the TSA but also promoting the benefits of using CVRA. She is truly a team player!		X
	Todd Norrell	CVRA	Todd has done an outstanding job of plowing our rental lots. If we ask him to do some of it before we come in, it is done. If we ask him to come at a certain time, he has also done that. We really appreciate all he has done to help us and help our customers.		-
<i>February</i>	Duane Grunst	CVRA	Duane brings a lot of talent to the workforce here but none better than his desire to help and see fellow employees succeed. Duane has been a huge resource to me in the time I have been here; Always willing to give advice from he experience here savie time and energy. Duane has a lot of experience especially in the firefighting area that he is very willing to share from his extensive training. Duane is truly a huge asset to the Airport in this area. In my 35 years as a training manager for both private and state agents, it has become easy to recognize the individuals whom care and have a vested interest in where they work. Duane is truly dedicated to his duties and eager to make a difference in his day to day taks. These are but a few reason I would like to see Duane receive the recognition he deserves.		-
	Bob Weiss	CVRA	My team at SkyWest in EAU would like to nominate Bob. I often hear glowing comments regarding Bob's friendliness; Bob is always willing to help agents whenever asked, and always with a smile. Bob helps our agents when bags go out on the belt, supports them when they are at the counter making claims, and is always ready to assist with equipment when needed.		-
	Roger Boswell	Hawthorne	Roger is a very dedicated worker and is always willing to go above and beyond in every aspect of his work. If a pilot calls in at 2am saying he will be landing at 3am, Roger is at the FBO ready to help the pilot any way he can. He is never without a smile, his positive attitude, willingness to help a fellow co-worker and every day he shows his love for aviation.		X
<i>March</i>	Erin Finneman	Hangar 54	Erin is a hard worker, never one to complain and always shows up with a smile on her face!		X
	Wil Ramey	CVRA	My team always talks about how friendly Wil is to them in the mornings, and how passengers are always greeted with a smile, even that early. Wil has a great sense of humor, and is always a pleasure to deal with when problems arise.		-

	A	B	C	D	E	F	G	H
1	2017 EAU Six-Year Improvement Plan 3-28-2017							
3	Project Funding Sources							
4				FAA	FAA	Wisconsin		
5	Year	Project	Total Cost	Entitlement	Discretionary	DOT	Local	
6								
7	FY2017							
8	AIP41	Reimburse South Hangar Taxilane Design (\$41,124)	\$ 41,124	\$ 37,012		\$ (18,505.80)	\$ (18,505.80)	
9	AIP41	Construct S Hangar Taxilane (\$370,000 estimate 3-17) CA South Hangar Area Taxilanes (\$50,000 Estimate)	\$ 420,000	\$ 378,000	\$ -	\$ 21,000.00	\$ 21,000.00	
10	AIP42	Reimburse RA#1 for PAPI/REIL Relocation	\$ 48,000	\$ 43,200		\$ (21,600.00)	\$ (21,600.00)	
11	AIP42	Reimburse RA#2 for PAPI/REIL Relocation	\$ 108,000	\$ 97,200	\$ -	\$ (48,600.00)	\$ (48,600.00)	
12	AIP42	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)	
13	AIP42	Purchase ARFF Turnout Gear and SCBA	\$ 35,000	\$ 31,500	\$ -	\$ 1,750	\$ 1,750	
14	AIP42	Purchase Snow Removal Equipment (replace 1994 JD loader and new 16 ft. hydraulic sweeper)	\$ 250,000	\$ 225,000	\$ -	\$ 12,500	\$ 12,500	
15	AIP42	Reimburse Rwy 14/32 Preliminary Design Phase 1 of 2	\$ 48,500	\$ 43,650		\$ (21,825.00)	\$ (21,825.00)	
16	AIP42	Runway 14/32 Design Phase 1 of 2	\$ 250,000	\$ 225,000		\$ 12,500	\$ 12,500	
17		2017 Total Project Costs	\$ 1,272,180	\$ 1,144,962	\$ -	\$ (94,981)	\$ (94,981)	
19	FY2018							
20	AIP43	Reconstruct Runway 14/32 Phase 2 of 2	\$ 3,000,000	\$ 1,000,000	\$ 1,700,000	\$ 150,000	\$ 150,000	
21		Year 2018 Total Project Costs	\$ 3,000,000	\$ 1,000,000	\$ 1,700,000	\$ 150,000	\$ 150,000	
23	FY2019							
24	AIP44	Joint seal and panel repairs Taxiway A (Twy C to Twy A1) and Runway 04/22, Re-Paint Airfield	\$ 1,500,000	\$ 1,350,000	\$ -	\$ 75,000	\$ 75,000	
25	AIP44	Rwy 14/32 Approach Clearing and Design	\$ 100,000	\$ 90,000	\$ -	\$ 5,000	\$ 5,000	
26	AIP44	Carryover project not funded in FY2017	\$ 200,000	\$ 180,000	\$ -	\$ 10,000	\$ 10,000	
27		Year 2019 Total Project Costs	\$ 1,800,000	\$ 1,620,000	\$ -	\$ 90,000	\$ 90,000	
29	FY2020							
30	AIP45	Install Wildlife Fencing (10' high with 3 strand wire at the top and 2-4 foot angled and buried chain link at the bottom)	\$ 1,500,000	\$ 1,000,000	\$ 350,000	\$ 75,000	\$ 75,000	
31	AIP45	Wildlife Study Recommendations (tree, shrub and vegetation removal on the AOA)	\$ 250,000	\$ -	\$ 225,000	\$ 12,500	\$ 12,500	
32		Year 2020 Total Project Costs	\$ 1,750,000	\$ 1,000,000	\$ 575,000	\$ 87,500	\$ 87,500	
34	FY2021							
35	AIP46	Multi-Function SRE Equipment (1 plow/1 sweeper to replace Oshkosh Truck)	\$ 1,111,111	\$ 1,000,000	\$ -	\$ 55,556	\$ 55,556	
36		Year 2021 Total Project Costs	\$ 1,111,111	\$ 1,000,000	\$ -	\$ 55,556	\$ 55,556	
38	FY2022							
39	AIP47	Renovate ARFF Station	\$ 2,000,000	\$ 1,000,000	\$ 800,000	\$ 100,000	\$ 100,000	
40		Year 2022 Total Project Costs	\$ 2,000,000	\$ 1,000,000	\$ 800,000	\$ 100,000	\$ 100,000	
41								

	A	B	C	D	E	F	G	H
42	FY2023							Agenda Item 3a
43	AIP48	TSA Exit Lane Improvements		\$ 300,000	\$ 270,000	\$ -	\$ 15,000	\$ 15,000
44	AIP48	SRE Equipment (1 sweeper to replace Ford Truck/move sander to new truck)		\$ 811,111	\$ 730,000	\$ -	\$ 40,556	\$ 40,556
45		SRE Equipment (1 plow for new truck)		\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000
46		Year 2023 Total Project Costs		\$ 1,111,111	\$ 1,000,000	\$ -	\$ 80,556	\$ 80,556
47	FY2024							
48	AIP49	Airfield Marking Removal and Re-painting		\$ 400,000	\$ 360,000	\$ -	\$ 20,000	\$ 20,000
49	AIP49	Replace Runway 04/22 and Runway 14/32 lighting		\$ 711,111	\$ 640,000	\$ -	\$ 35,556	\$ 35,556
50		Year 2024 Total Project Costs		\$ 1,111,111	\$ 1,000,000	\$ -	\$ 55,556	\$ 35,556

Proposed Projects for 2018 Locally Funded CIP

- LED lighting for T-hangars - \$6,000
- GPS Unit for the tower - \$3,500
- Replace Cameras at Terminal/Tower - \$6,000 estimate
- Crack sealing asphalt surfaces (need to get an estimate on this)
- Snow guards for G-Row roof
- Damaged curb replacement in parking lot (need an estimate)
- Touchless cleaning equipment for bathrooms
- Terminal controls upgrade
- Convert K-Row lights to LED - \$3,000 estimate
- Drop sander for the Toolcat - \$4,000
- Case loader tires - \$6,000

*This list is being developed prior to the rest of the airport budget to meet county deadline for turning in CIP. Final project list will be determined based on funds available at the completion of the 2018 Airport budget in August.

FACT SHEET

TO FILE NO. 17-18/008

This resolution is adopted annually by the county board. It directs the county concessionaire, Hangar 54 Grill, LLC d/b/a Hangar 54 Grill, pursuant to Wis. Stat. § 125.51(5)(b)2., to make an annual application to the City of Eau Claire for a “Class B: Fermented Malt Beverages License” and to the State of Wisconsin for a “Class B: Intoxicating Liquor License” for use at the Chippewa Valley Regional Airport. Historically this was done for both licenses commencing on July 1.

The lease with Hangar 54 was effective in January 2016 and the State liquor license was issued for a 2 year period effective February 1, 2016. However, since the state statute requires an annual resolution this will be retroactive for the State license to January 1, 2017 and for the City license effective July 1, 2017 for one year. Another resolution will be brought to the board toward the end of 2017 for the State license for calendar year 2018 and for the City license for one year commencing July 1, 2018 and yearly thereafter.

Fiscal Impact: There is no fiscal impact.

Respectfully submitted,

Keith R. Zehms
Corporation Counsel

KRZ:yk

1 Enrolled No.

2 RESOLUTION

3 File No. 17-18/008

4 -TO REAPPLY FOR A "CLASS B" INTOXICATING LIQUOR LICENSE
5 FOR USE IN THE RESTAURANT AND LOUNGE, CHIPPEWA VALLEY
6 REGIONAL AIRPORT, UNDER SECTION WIS. STATS. § 125.51(5)(b) 2., -

7 WHEREAS, Eau Claire County is leasing its Airport Terminal Restaurant and Lounge to
8 Hangar 54 Grill, LLC d/b/a Hangar 54 Grill; and

9
10 WHEREAS, Wis. Stats. § 125.51(5)(b) 2., provides that counties which own an airport in
11 actual operation may, by Resolution of the Board of Supervisors, apply annually for a "Class B"
12 Intoxicating Liquor License for use on the airport premises, which application shall be on behalf
13 of the County's concessionaire; and

14
15 WHEREAS, the applications are to be made to the State of Wisconsin as to the "Class B"
16 Intoxicating Liquor License and to the City of Eau Claire as to the "Class B" Fermented Malt
17 Beverages License; and

18
19 WHEREAS, Hangar 54 Grill, LLC d/b/a Hangar 54 Grill constitutes the concessionaire
20 for purposes of the application by Eau Claire County for the said licenses; and

21
22 WHEREAS, the license for the State of Wisconsin for the year commencing with January
23 1, 2017 and with the City of Eau Claire with the year commencing July1, 2017, should be
24 procured for the purpose of facilitating operation of the Airport Restaurant and Lounge.

25
26 NOW, THEREFORE, BE IT RESOLVED by the Eau Claire County Board of
27 Supervisors that pursuant to Wis. Stats. § 125.51(5)(b) 2., the county concessionaire, Hangar 54
28 Grill, LLC d/b/a Hangar 54 Grill is hereby directed to make an application to the City of Eau
29 Claire for a "Class B" Fermented Malt Beverages License commencing July 1, 2017 and to the
30 State of Wisconsin for a "Class B" Intoxicating Liquor License commencing January 1 2017 for
31 use at the Chippewa Valley Regional Airport.

32
33 ENACTED BY:

34 _____
35 _____
36 _____
37 _____
38 _____
39 _____
40 _____
41 _____
42 _____
43 _____
44 _____
45 _____

46 KRZ/yk

Chippewa Valley Airport Commission

47
48 Dated this _____ day of _____, 2017.

FACT SHEET
TO FILE NO. 17-18/001

The review of Title 12 is part of the strategic plan process.

SECTION 1. Reflects the repeal of Chapter 12.26, with some provisions incorporated in Chapter 12.25.

SECTION 2. Reflects the changes in the aeronautics subtitle Chapters.

SECTION 3. Reflects the changes in the Chapter 12.01 Sections.

SECTION 4. Most of the language is already contained in the airport construction guidelines.

SECTION 5. Certificates and ratings are required by FAA regulations and are not necessary to refer to in the ordinance.

SECTION 6. Changes reference due to repeal of Chapter 12.26.

SECTION 7. Reflects changes to make the language more understandable.

SECTION 8. Updates language and incorporates what were previously 12.01.010 C. and E. as B. and C.

SECTION 9. Update reflects elimination of airport security police definition.

SECTION 10. Reflects repeal of Chapter 12.11.

SECTION 11. Reflects the change in the Chapter 12.06 Sections.

SECTION 12. Updates to include those fueling their own planes and eliminates reference to Chapter 12.30, improperly numbered 18.30, which is being repealed.

SECTION 13. The Subsections A. and B. change updates the code to reflect Airport Commission policy and correct a typo and Subsections D. and E. are updated to reflect the changes in 12.01.040 B.

SECTION 14. Language transferred from 12.30.010 and 12.30.020.

SECTION 15. Updates with reference to definition of fixed base operations.

SECTION 16. Clarifies that only FBO's may provide fueling service to the public.

SECTION 17. Updates the code to properly reflect the aircraft required in 12.02-12.05.

SECTION 18. The essential parts of Chapter 12.11 are already covered the airport land lease guidelines and the airport construction guidelines.

SECTION 19. Spill prevention control is governed by state and federal regulations. No ordinance reference is necessary.

SECTION 20. De-icing and anti-icing is governed by state and federal regulations. No ordinance reference is necessary.

SECTION 21. Updates code to reflect long-standing practice.

SECTION 22. Reflects the changes in the Chapter 12.25 Sections.

SECTION 23. Repeals definition which is outdated.

SECTION 24. Reflects change approved by airport commission in March, 2017.

SECTION 25. Replaces existing language with what was 12.26.015.

SECTION 26. Incorporates language from 12.26.010 and 12.26.020.

SECTION 27. Clarifies which airport positions have enforcement authority.

SECTION 28. Updates code to reflect how parking is now paid.

SECTION 29. Incorporates language from 12.26.040.

SECTION 30. Repeals Chapter 12.26.

SECTION 31. Repeals Chapter 12.30.

Fiscal Impact: There is no fiscal impact.

Respectfully Submitted,

Keith R. Zehms
Corporation Counsel

KRZ/yk

1 **Enrolled No.** **ORDINANCE** **File No. 17-18/001**

2
 3 - TO AMEND SECTION 1.50.020 A. OF THE CODE: SCHEDULE OF DEPOSITS; TO
 4 AMEND TITLE PAGE 12 I. AERONAUTICS OF THE CODE: TRANSPORTATION AND
 5 PUBLIC WORKS; TO AMEND CHAPTER 12.01 TITLE PAGE OF THE CODE: GENERAL
 6 REQUIREMENTS—MINIMUM STANDARDS; TO REPEAL SECTION 12.01.010 OF THE
 7 CODE: PURPOSE; TO REPEAL SECTION 12.01.020 OF THE CODE: PERSONNEL
 8 CERTIFICATES AND RATINGS; TO AMEND SECTION 12.01.030 OF THE CODE: USE
 9 OF PREMISES TO CONFORM WITH CHAPTER 12.26; TO AMEND SECTION 12.01.040
 10 OF THE CODE: INSURANCE COVERAGE; TO AMEND SECTION 12.01.050 OF THE
 11 CODE: OPERATORS AND FIXED BASE OPERATORS TO PROVIDE CERTAIN
 12 SERVICES; TO AMEND SECTION 12.01.070 OF THE CODE: ENFORCEMENT; TO
 13 AMEND SECTION 12.02.060 OF THE CODE: AIRCRAFT BROKERAGE; TO AMEND THE
 14 TITLE PAGE OF CHAPTER 12.06 OF THE CODE: AIRCRAFT FUELS AND OIL
 15 DISPENSING SERVICE; TO AMEND SECTION 12.06.001 OF THE CODE: PURPOSE; TO
 16 AMEND SECTION 12.06.010 A., D., AND E. OF THE CODE: AIRPORT FACILITIES; TO
 17 CREATE SECTION 12.06.020 OF THE CODE: FUEL FLOWAGE FEE; TO AMEND
 18 SECTION 12.09.001 OF THE CODE: PURPOSE; TO AMEND SECTION 12.09.010 D. OF
 19 THE CODE: AIRPORT FACILITIES—MULTIPLE SERVICES OPERATORS; TO AMEND
 20 SECTION 12.09.020 OF THE CODE: REQUIRED AIRCRAFT; TO REPEAL CHAPTER
 21 12.11 OF THE CODE: LEASE AGREEMENTS MINIMUM STANDARDS; TO REPEAL
 22 CHAPTER 12.16 OF THE CODE: SPILL PREVENTION CONTROL; TO REPEAL
 23 CHAPTER 12.17 OF THE CODE: DE ICING AND ANTI ICING; TO AMEND SECTION
 24 12.23.010 OF THE CODE: LEASE MANAGEMENT; TO AMEND THE TITLE PAGE OF
 25 CHAPTER 12.25; TO REPEAL SECTION 12.25.005 I. OF THE CODE AND RELETTER
 26 SUBSECTION J. AS I.: GENERAL PARKING AREAS; TO AMEND SECTION 12.25.050 OF
 27 THE CODE: GENERAL PARKING AREAS; TO REPEAL AND RECREATE SECTION
 28 12.25.070 OF THE CODE; TO AMEND SECTION 12.25.080 OF THE CODE: VEHICULAR
 29 USE OF PARKING LOT AREAS; TO AMEND SECTION 12.25.090 OF THE CODE:
 30 POLICING AND ENFORCEMENT; TO AMEND SECTION 12.25.120 B. OF THE CODE:
 31 PARKING FEE SCHEDULE; TO AMEND SECTION 12.25.130 OF THE CODE: PARKING
 32 VIOLATION FORFEITURE; TO REPEAL CHAPTER 12.26 OF THE CODE: AIRPORT
 33 REGULATIONS OF VEHICULAR AND PEDESTRIAN TRAFFIC; TO REPEAL CHAPTER
 34 12.30 OF THE CODE: FUEL FLOWAGE FEE SYSTEM -

35
 36 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

37
 38 **SECTION 1.** That Subsection A. of Section 1.50.020 of the code be amended to read:

39

ORDINANCE	OFFENSE	DEPOSIT
Ch. 12.25	Airport parking regulations	5.00 per violation
Ch. 12.26	Airport <u>traffic</u> regulations of vehicular and pedestrian traffic	100.00

40
41
42
43
44
45
46
47
48
49

1 **SECTION 2.** That the Title Page I. Aeronautics of Title 12 of the code be amended to read:

2
3 Title 12

4
5
6 TRANSPORTATION AND PUBLIC WORKS

7
8
9 Chapters:

10
11 I. AERONAUTICS

- 12
13
14 12.01 General Requirements--Minimum Standards
15 12.02 Aircraft Sales and Rental
16 12.03 Flight Training
17 12.04 Aircraft Charter and Air Taxi Services
18 12.05 Specialized Commercial Flying Services
19 12.06 Aircraft Fuels and Oil Dispensing Service
20 12.07 Radio, Instrument or Propeller Repair Station
21 12.08 Airframe and Power Plant Repair Facilities
22 12.09 Multiple Services
23 12.10 Flying Clubs
24 ~~12.11 Lease Agreements Minimum Standards~~
25 ~~12.16 Spill Prevention Control~~
26 ~~12.17 De-icing and Anti-Icing~~
27 12.23 Airport Property Management
28 12.25 Airport Parking and Traffic Regulations
29 ~~12.26 Airport Regulation of Vehicular and Pedestrian Traffic~~
30 ~~12.30 Fuel Flowage Fee System~~

31
32 **SECTION 3.** That the Title Page of Chapter 12.01 of the code be amended to read:

33
34 Chapter 12.01

35
36
37 GENERAL REQUIREMENTS--MINIMUM STANDARDS

38
39
40 Sections:

- 41
42
43 12.01.001 Purpose.
44 12.01.005 Definitions.
45 ~~12.01.010 Building requirements--Generally.~~
46 ~~12.01.020 Personnel certificates and ratings.~~
47 12.01.030 Use of premises to conform with Chapter 12.2625.
48 12.01.040 Insurance coverage.
49 12.01.050 Operators and fixed base operators to provide certain services.

- 1 12.01.060 Operators subleasing from another commercial operator on the airport.
- 2 12.01.070 Enforcement.
- 3 12.01.080 Penalties.

4

5 **SECTION 4.** That Section 12.01.010 of the code be repealed:

6

7 **SECTION 5.** That Section 12.01.020 of the code be repealed

8

9 **SECTION 6.** That Section 12.01.030 of the code be amended to read:

10

11 12.01.030 Use of premises to conform with Chapter 12.2625. Each operator and F.B.O. in
 12 the course of his or her business and in the supervision of his or her agents, employees and
 13 customers, shall comply with Chapter 12.2625, ~~Airport Regulation of Vehicular and Pedestrian~~
 14 ~~Traffic.~~

15

16 **SECTION 7.** That Section 12.01.040 of the code be amended to read:

17

18 12.01.040 Insurance coverage. Each operator and F.B.O. shall carry in full force at all
 19 times when it is operating upon and from the airport, insurance, issued by a company licensed to
 20 do business in the State of Wisconsin, naming the county as additional insured.

21 A. Coverage for each aeronautical service shall include the minimum amounts of
 22 insurance as described in section B. below. ~~workers compensation and employers liability;~~
 23 ~~aviation general liability to include premises liability, contractual liability, products/completed~~
 24 ~~operations coverage hangar keepers liability, and medical payments coverage; aircraft liability to~~
 25 ~~include bodily injury and property damage and passenger liability for those operations offering~~
 26 ~~services under 12.02 through 12.05 and 12.09 of the Eau Claire County Code; property damage;~~
 27 ~~student and renters liability for those operations offering services under 12.02, 12.03 and 12.09~~
 28 ~~of the Eau Claire County Code; and environmental repair insurance.~~

29 B. Required minimum amounts of insurance for aeronautical services are:
 30 1. Workers compensation for employees shall be in amounts set by
 31 Wisconsin Statutes or administrative rules. Employers liability \$1,000,000 each accident.
 32 (Chapters 12.02-12.09)

33 2. Aviation general liability insurance coverage, for operators and F.B.O.'s
 34 \$7,000,000 each occurrence bodily injury and property damage combined single limit
 35 \$7,000,000 aggregate. Aviation general liability insurance coverage for commercial airlines,
 36 \$12,000,000 each occurrence bodily injury and property damage combined single limit,
 37 \$12,000,000 aggregate. (Chapters 12.02-12.09)

38 3. Products/Completed operations coverage, \$2,000,000 each occurrence
 39 combined single limit without sublimits, \$2,000,000 aggregate. (Chapters 12.06-12.08)

40 4. ~~Contractual liability \$2,000,000 each occurrence for bodily injury and~~
 41 ~~property damage.~~

42 54. Hangar keeper's liability \$250,000 each aircraft, \$1,000,000 each
 43 occurrence. (Chapters 12.06-12.08)

44 65. Aircraft liability, for rental and instruction aircraft; \$1,000,000 each
 45 occurrence, and \$100,000 per passenger sublimits are acceptable. For charter aircraft, \$1,000,000
 46 each occurrence without any passenger sublimits. (Chapters 12.02-12.04)

47 76. Student and renters liability, \$200,000 each occurrence. (Chapters 12.02
 48 and 12.03)

1 87. CFI nonowned liability, \$1,000,000 each occurrence combined single
2 limit with\$100,000 per passenger sublimits. (Chapters 12.03 and 12.09)

3 98. Environmental liability insurance coverage, \$1,000,000 each occurrence,
4 \$1,000,000 aggregate. Environmental liability insurance shall comply with all federal and state
5 laws and financial responsibility regulations and at a minimum will cover liability resulting from
6 fueling and deicing operations. (Chapter 12.06)

7 109. Auto liability insurance: \$1,000,000 combined single limit for any
8 vehicles to be operated on the airport property. For mobile equipment that is not licensed for on
9 road use, confirmation from insurance carrier that coverage is provided as part of the aviation
10 general liability policy. (Chapter 12.06)

11 C. General Requirements

12 1. Certificates of Insurance shall be furnished to the airport director. The
13 lessor and Eau Claire County must be listed as an additional insured.

14 2. Insurance shall be continuously in force.

15 3. Policies shall contain a provision that coverage will not be cancelled or
16 materially changed unless 30 days prior written notice is given to the airport director.

17 4. All private Certified Flight Instructors and Certified Flight Instructors -
18 Instrument operating from the airport shall have insurance as set forth in B. 68. This insurance
19 shall be individually furnished and proved through a certificate of insurance or shall be through
20 co-insurance on the policy of an operator or F.B.O.

21
22 **SECTION 8.** That Section 12.01.050 of the code be amended to read:

23
24 12.01.050 Operators and fixed base operators to provide certain services. Each operator
25 and F.B.O. shall supply the following, in conjunction with its ground operations:

26 A. Telephone facilities and computer weather information service for public use;

27 B. ~~Adequate heat and light for the operations building~~ Operator's and F.B.O.'s
28 buildings shall include as a minimum hot and cold running water, one or more restrooms, and be
29 fully heated. The building owner shall be responsible for installation of sewer and water lines to
30 the nearest publicly owned sewer and water mains acceptable to the City of Eau Claire Utilities
31 Department.

32 ~~C. A paved walkway within the leased premises to provide pedestrian access to its~~
33 ~~offices;~~

34 C. Heated hangars, only where natural gas hookup is not available, using tanks for
35 heating fuel storage shall have such tanks located above ground, within leased lot lines and in
36 full compliance with all local and state codes.

37 D. A paved aircraft apron within the leased premises to accommodate aircraft
38 movement from the operations building to the taxiway to airport runways.

39 E. An adequate number of paved parking spaces for employees and customers with
40 the following minimums;

41 1. One space minimum per two on site employees plus customer spaces.

42 2. Three spaces minimum for customers of operators offering services
43 under Chapters 12.05 through 12.08.

44 3. Five spaces minimum for customers of operators offering services under
45 Chapters 12.02 and 12.03.

46 4. Ten spaces minimum for customers of operators offering services under
47 Chapters 12.04 and 12.09.

5. Paved parking spaces shall be installed on the ground space to be leased as part of the airport facilities for the service to be offered. Said paved spaces shall be constructed and paid for by the lessee.

SECTION 9. That Section 12.01.070 of the code be amended to read:

12.01.070 Enforcement. The commission or its designee shall have the authority to request enforcement through the City of Eau Claire Police Department, airport director, or director's designee ~~airport security police~~ or prosecution by the corporation counsel for any violations of the terms and conditions of this Subtitle. The commission reserves the right to waive, modify or eliminate any or all minimum standards temporarily or permanently consistent with Wisconsin Bureau of Aeronautics and Federal Aviation Administration guidelines at its sole discretion if it deems it to be in the best interest of the airport.

SECTION 10. That Section 12.02.060 of the code be amended to read:

12.02.060 Aircraft Brokerage. An operator or F.B.O. may engage in brokerage, as defined as brokering, acquisition and sales of aircraft but shall not be required to comply with the provisions of this Chapter. Aircraft brokerage requires approval of the airport director ~~and may be subject to Chapter 12.11 commercial lease provisions.~~

SECTION 11. That the Title Page of Chapter 12.06 of the code be amended to read:

Chapter 12.06

AIRCRAFT FUELS AND OIL DISPENSING SERVICES

Sections:

- 12.06.001 Purpose.
- 12.06.010 Airport facilities.
- 12.06.020 Fuel Flowage Fee
- 12.06.050 Hours of operation.
- 12.06.060 Personnel availability.

SECTION 12. That Section 12.06.001 of the code be amended to read:

12.06.001 Purpose. This chapter shall govern the functions of F.B.O.'s who sell and deliver aircraft fuels, lubricants and related petroleum products. It shall also govern the functions of corporations and individuals wishing to provide fuel services for their own aircraft. ~~For provisions regarding the fuel flowage system see Chapter 18.30.~~

1 **SECTION 13.** That Subsections A., B., D. & E. of Section 12.06.010 of the code be amended to
2 read:

3
4 A. All aviation fuel storage tanks shall be located above ground. Fuel storage tanks
5 shall be located in fuel farm areas designated in the most recent Airport Master Plan as adopted
6 by the committee or as amended and approved by the committee ~~or may be located outside the~~
7 ~~fuel farm with special approval from the committee.~~ All petroleum storage tank owners must
8 meet insurance requirements of 12.01.040 B. 78. All fuel storage tanks and associated piping
9 shall be installed and maintained in full compliance with all applicable local, state, and federal
10 codes.

11 B. All tank owners subject to this chapter whose tanks will be located in the fuel
12 farm shall lease, at a minimum, fuel farm ground space of 15 feet by 50 feet on which the fuel
13 tank(s) shall be placed. Minimum aviation fuel storage tank size shall be 10,000 gallons. All
14 fuel shall be removed from fuel farm storage tanks and delivered to aircraft via trucks or
15 pipeline(s) from the fuel storage tanks. Operators and F.B.O.'s shall provide at least 2 metered,
16 filter equipped dispensers, fixed or mobile, for dispensing fuels. ~~Separate self-fueling option~~
17 ~~dispensing pumps and motors are required for each grade of fuel.~~

18 D. Each F.B.O. subject to this chapter shall maintain at least 2 fuel storage tanks of
19 the capacity set forth in B. at the airport fuel farm site and maintain an adequate supply of fuel on
20 hand at all times of at least 2 grades of fuel, inclusive of jet fuel, as closely related to the popular
21 demand of the general aviation uses as possible and maintain petroleum tank environmental
22 insurance ~~listing the airport as additional insured with a minimum coverage of \$1,000,000. as~~
23 provided in 12.01.040 B.8.

24 E. Corporations and individuals subject to this chapter for private fueling shall
25 maintain at least one fuel storage tank of the capacity set forth in B. within the airport fuel farm
26 site and maintain petroleum tank environmental insurance ~~listing the airport as an additional~~
27 ~~insured with a minimum coverage of \$1,000,000 as provided in 12.01.040 B.8.~~

28
29 **SECTION 14.** That Section 12.06.020 of the code be created to read:

30
31 12.06.020 Fuel flowage fee.

32 A. There shall be imposed upon the sale of aviation fuel at the airport a fuel flowage
33 fee of \$.080 per gallon for jet fuel and \$.070 per gallon for 100LL fuel. The fee shall apply to
34 the sale of all types and grades of aviation fuel and shall be based upon the total number of
35 gallons delivered by bulk oil distributors.

36 B. Each bulk oil distributor who delivers aviation fuel to any person or organization
37 on the premises of the Chippewa Valley Regional Airport shall, within the first 25 days of the
38 month next following delivery, prepare a statement of such aviation fuel deliveries and shall mail
39 or deliver the same, together with a check covering the total amount of the fee imposed under
40 12.06.020 A., to the airport director. All checks shall be made payable to Eau Claire County.

41 C. Every person or organization receiving aviation fuel shall monthly submit to the
42 airport director a list of all aviation fuel delivered to them and shall keep a record of all fuel
43 invoices in their office, available for inspection by the commission.

44
45 **SECTION 15.** That Section 12.09.001 of the code be amended to read:

46
47 12.09.001 Purpose. This chapter shall govern the functions of those operators who
48 engage in two or more of the services set forth in 12.01.005 A., or fixed base operations as as

1 defined in 12.01.005 F, for which minimum standards have been incorporated in Chapters 12.01
2 to 12.08.

3
4 **SECTION 16.** That Subsection D. of Section 12.09.010 of the code be amended to read:

5
6 D. Only F.B.O.'s may provide fueling services to the public, which shall conform
7 with ~~12.06.010 B~~ Chapter 12.

8
9 **SECTION 17.** That Section 12.09.020 of the code be amended to read:

10
11 12.09.020 Required aircraft. At all times the operator or F.B.O. shall have available and
12 based at the airport ~~at least 2~~ certified and airworthy aircraft, which shall be equipped and
13 capable of meeting the minimum standards for each type of aeronautical service required by Title
14 12. Multiple uses may be made of all aircraft except those used for crop dusting, aerial
15 application or other commercial use of chemicals.

16
17 **SECTION 18.** That Chapter 12.11 of the code be repealed.

18
19 **SECTION 19.** That Chapter 12.16 of the code be repealed.

20
21 **SECTION 20.** That Chapter 12.17 of the code be repealed.

22
23 **SECTION 21.** That Section 12.23.010 of the code be amended to read:

24
25 12.23.010 Lease management.

26 A. No real property or fixtures attached thereto, located upon the premises of the
27 airport may be used for any private purpose except pursuant to the terms of a duly executed lease
28 agreement by and between the private party and Eau Claire County or the Chippewa Valley
29 Regional Airport Commission.

30 B. The airport director is authorized, on behalf of Eau Claire County, to execute all
31 leases of airport real property ~~for hangar usage, fixed base operations and commercial air~~
32 ~~operations~~, subject to the following conditions:

33 1. All proposed leases shall be approved as to form and legal impact by the
34 airport commission and the corporation counsel.

35 2. All leases shall be subject to the fee schedules established in this chapter
36 or by the airport commission and to all county ordinances in effect at the time of execution.

37 ~~3. Ratification by the county board prior to execution shall be required as~~
38 ~~set forth in the airport commission by laws.~~

39
40 **SECTION 22.** That the Title page of Chapter 12.25 be amended to read:

41
42 Chapter 12.25

43
44
45 AIRPORT PARKING AND TRAFFIC REGULATIONS

46
47
48 Sections:
49

- 1 12.25.001 Purpose.
- 2 12.25.005 Definitions.
- 3 12.25.010 General restrictions.
- 4 12.25.020 Designation of parking areas.
- 5 12.25.030 Loading zones.
- 6 12.25.040 Auto rental parking areas.
- 7 12.25.050 General parking areas.
- 8 12.25.070 ~~Parking area maps.~~ Commercial vehicles.
- 9 12.25.080 ~~Vehicleular use of parking lot areas on airport property.~~
- 10 12.25.090 Policing and enforcement.
- 11 12.25.100 Removal of illegally parked vehicles.
- 12 12.25.110 General violations.
- 13 12.25.120 Parking fee schedule.
- 14 12.25.130 Parking and traffic violation forfeiture.
- 15 12.25.140 Implementation.

16
 17 **SECTION 23.** That Subsection I. of Section 12.25.005 of the code be repealed and Subsection
 18 J. be relettered as I.

19
 20 **SECTION 24.** That Section 12.25.050 of the code be amended to read:

21
 22 12.25.050 General parking areas. There shall be established ~~2~~two designated general
 23 parking areas adjacent to the airport terminal building.

24 A. Short-term parking shall refer to those parking areas duly established for the
 25 parking of vehicles for not more than ~~two~~ four consecutive hours.

26 B. Long-term parking shall refer to those parking areas duly established for the
 27 parking of vehicles for over ~~2~~ four hours, overnight and for long-term periods not to exceed 60
 28 consecutive days.

29
 30 **SECTION 25.** That Section 12.25.070 of the code be repealed and recreated to read:

31
 32 12.25.070 Commercial Vehicles. Only individuals, partnerships and corporations
 33 “operators” operating commercial vehicles on the airport holding a valid contract with the
 34 commission shall be allowed on the airport for the purpose of transporting persons or cargo for
 35 hire. No commercial vehicle operator shall solicit and transport patrons on the airport without a
 36 valid contract. Nothing in this section shall be construed as preventing a non-contracted operator
 37 from delivering patrons to the airport. Operators shall in no case remain in a designated area
 38 longer than two minutes and shall not engage in any form of solicitation or enter the terminal
 39 building to directly or indirectly conduct business.

40
 41 **SECTION 26.** That Section 12.25.080 of the code be amended to read:

42
 43 12.25.080 Vehicleular use of parking lot areas on Airport property.

44 A. Parking lot areas. Operators of vehicles making use of the parking areas shall
 45 observe and comply with both regulatory and directional traffic signs for entry to and departures
 46 from parking areas and parking spaces located upon the airport premises.

47 B. Operation of vehicles on runways, taxiways, ramps and other airport property. No
 48 privately owned vehicle shall enter, be driven upon or operate upon any airport runway or
 49 taxiway. No privately owned vehicle shall enter, be driven upon or operate upon any airport

1 ramp, tie-down area, or any area not designated as a vehicle movement area. The provisions of
2 this section shall not apply to emergency equipment or service, maintenance and construction
3 equipment when engaged in performing official duties.

4 C. Pedestrian traffic on airport. No pedestrian shall be allowed beyond the terminal
5 area, the apron or aircraft tie-down area unless for the purpose of egress from or ingress to an
6 aircraft, or unless authorized by the airport director. Pedestrian traffic is prohibited on the
7 runway and upon outlying areas of the airport except for those employees of the county, state
8 and federal government or contractors engaged in airport construction or maintenance work.

9
10 **SECTION 27.** That Section 12.25.090 of the code be amended to read:

11
12 12.25.090 Policing and enforcement. It shall be the duty of the airport director, and
13 airport personnel and the security police to enforce the regulations contained within this chapter
14 and to issue citations for violations hereof. Prosecution of violations shall be the responsibility
15 of the corporation counsel.

16
17 **SECTION 28.** That Subsection B. of Section 12.25.120 be amended to read:

18
19 B. Payment of the fees set forth in A. shall be made ~~by depositing~~ upon departure
20 ~~with a credit card or cash, the parking collection envelope with the sum due and owing per~~
21 ~~vehicle in the collection box provided by the airport for that purpose.,~~ Failure to make the
22 requisite payment within 57 days after it becomes due and owing shall constitute a violation of
23 this section.

24
25 **SECTION 29.** That Section 12.25.130 of the code be amended to read:

26
27 12.25.130 Parking and traffic violation forfeiture. Each violation of this chapter except
28 as stated below shall be subject to a \$5.00 forfeiture for each day that the violation in question
29 continues. Each violation of 12.25.070, 12.25.080 B. and 12.25.080 C. shall, upon conviction
30 thereof, forfeit not less than \$10.00 nor more than \$200.00, together with the costs of
31 prosecution. Violators shall also be subject to imprisonment in the county jail until such
32 forfeiture and costs have been paid, for a period not to exceed 30 days.

33
34 **SECTION 30.** That Chapter 12.26 of the code be repealed.

35
36 **SECTION 31.** That Chapter 12.30 of the code be repealed.

37
38
39 **ADOPTED:**

40 _____
41 _____
42 _____
43 _____
44 _____
45 _____
46 _____
47 _____
48 _____

Chippewa Valley Regional Airport Commission

FACT SHEET**TO FILE NO. 17-18/004**

Access to the national air transportation system keeps communities viable in a global economy. Scheduled airline service provides the Chippewa Valley with access to the world and the world access to the Chippewa Valley. Funding for scheduled airline service to and from the Chippewa Valley is currently needed through a federal program called the Essential Air Service (EAS) program. President Trump's FY2018 budget includes elimination of the EAS program. Elimination of the EAS program would not result in lowering the average resident's income tax burden. It would merely result in loss of airline service to 173 communities in 36 states, or 30% of the airports that currently have scheduled airline service in the United States.

The Chippewa Valley Regional Airport Commission is committed to continued public education of local airline service options with the goal of ultimately eliminating the need for the EAS program. Total revenue passengers utilizing the Chippewa Valley Regional Airport in 2016 increased 9% over 2015 and year over year increases have continued into 2017.

Fiscal Impact is a minimum annual reduction of \$350,000 in airport revenue if EAS is eliminated.

Respectfully submitted,

Charity Zich
Airport Director

1 Enrolled No.

RESOLUTION

File No. 17-18/004

2
3 - **SUPPORTING CONTINUED FUNDING OF THE ESSENTIAL AIR SERVICE (EAS)**
4 **PROGRAM -**

5
6 WHEREAS, President Trump's FY18 Budget eliminates funding for the Essential Air
7 Service (EAS) program which provides funding for airline service to the Chippewa Valley; and

8
9 WHEREAS, EAS is a federal program enacted to guarantee air service to small
10 communities in the U.S., served by certificated airlines prior to airline deregulation to maintain a
11 minimal level of scheduled air service that otherwise would not be profitable; and

12
13 WHEREAS, the EAS program provides access to the national air transportation system in
14 173 communities in 36 states; and

15
16 WHEREAS, approximately 30% of the airports in the United States receiving airline
17 service are getting the service under the EAS program; and

18
19 WHEREAS, the EAS program is user fee funded with a portion of the funds coming from
20 aviation overflight fees and the remaining funds coming from the Aviation Trust Fund which is
21 funded through aviation user fees; and

22
23 WHEREAS, access to the national transportation system for scheduled air service
24 through the Chippewa Valley Regional Airport is essential for attracting and maintaining
25 businesses to the Chippewa Valley.

26
27 WHEREAS, currently The Chippewa Valley Regional Airport has daily scheduled airline
28 service to Chicago; and

29
30 WHEREAS, the Chippewa Valley Regional Airport served 43,578 total passengers in 2016;
31 and

32
33 WHEREAS, loss of scheduled air service will negatively impact the ability of the Chippewa
34 Valley Regional Airport to support private and business aircraft operations since the amount of user
35 fee funded capital improvements the airport receives is tied to the number of passenger
36 enplanements; and

37
38 WHEREAS, if Chippewa Valley Regional Airport drops below 10,000 passengers per year
39 the Federal Aviation Administration funding for airport capital improvements will drop from \$1
40 million per year to \$150,000 per year; and

41
42 WHEREAS, air passengers utilizing the Chippewa Valley Regional Airport in 2014 spent
43 \$4.3 million and supported 70 additional jobs in the Chippewa Valley, with a payroll of \$1.3 million;
44 and

45
46 WHEREAS, the direct effect of the airport on the Chippewa Valley economy in 2014 totaled
47 157 employees, a payroll of \$7.8 million and \$41.6 million in economic output.

48
49
50 NOW THEREFORE BE IT RESOLVED by the Eau Claire County Board of Supervisors that

1 it supports continued funding for the EAS program.

2
3 BE IT FURTHER RESOLVED that the Eau Claire County Board of Supervisors directs the
4 county clerk to forward this resolution to President Donald Trump, Congressmen Ron Kind and
5 Sean Duffy, and Speaker of the House Paul Ryan, Senators Tammy Baldwin and Ron Johnson and
6 Governor Scott Walker and the Wisconsin Counties Association.

7
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19 Committee on Administration

20
21 Dated this ____ day of _____ 2017.

22
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29 _____
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31 _____
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34
35 _____

36 Chippewa Valley Regional Airport Commission

37
38 Dated this ____ day of _____ 2017.