

AGENDA
Chippewa Valley Regional Airport Commission
Friday, June 23, 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. **May 26, 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 Community Outreach**
 - **Small Community Air Service Development Grant**
 1. **Discussion/Action**
 - b. **Airport Strategic Plan Update/Review**
 - **June Operational Review**
 - **Explorer Solutions Update**
 1. **Discussion/Action**
 - c. **Project Summary – Mead & Hunt**
 - **AIP 37 ALP Update**
 - **AIP 41 South Hangar Area Taxilane Design**
 - **T-Hangar Construction**

- **AIP 42 ARFF Gear/SRE Purchase/Design RWY 14/32 Rehabilitation**

- 1. Discussion/Action**

- 8. Previous Business:**

- a. Airport Marketing Plan**
 - 1. Discussion/Action**

- 9. New Business:**

- a. Award Bid for T-Hangar Construction**
 - 1. Discussion/Action**

- b. Airport Commission Annual Meeting**
 - Approve 2016 Financial Statement
 - Election of Officers
 - 1. Discussion/Action**

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

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

- 1. Discussion/Action**

- 10. Discuss Future Agenda Items**

- 11. Set Future Meeting Dates and Times**

- 12. Adjournment**

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

MINUTES

Chippewa Valley Regional Airport Commission
Friday, May 26, 2017, 7:30am
Duax Commission Room
3800 Starr Avenue, Eau Claire, WI

MEMBERS PRESENT: Commissioners Rick Bowe, Scott Francis, Bill Hilgedick, Chuck Hull, and Mark Olson

MEMBERS ABSENT: Tim Keyes and Barry Wells

OTHERS PRESENT: Amy Michels-Mead & Hunt, Melissa Isaksson-SkyWest Airlines, Jeff Husby-Hawthorne Aviation, 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 7:30am.
2. **Confirmation of Meeting Notice:** The meeting was noticed.
3. **Roll Call:** Commissioners Rick Bowe, Scott Francis, Bill Hilgedick, Chuck Hull, and Mark Olson were present.
4. **Approval of Minutes**
 - a. **April 17, 2017 Regular Commission Meeting:**
 On a motion by Com. Francis, seconded by Com. Hilgedick, the minutes of the April 17, 2017 meeting were approved as submitted.
(Ayes 5-Nayes 0)
5. **CVRA Finance and Activity Reports**
 - a. **Expense Vouchers and Financial Report**
 On a motion by Com. Francis, seconded by Com. Hilgedick, the expense vouchers were approved as submitted.
(Ayes 5-Nayes 0)
 - b. **Key Indicators**
 - **Airline Operations**
 Airline operations are up 20% for the month and 24% for the year. Melissa Isaksson from SkyWest Airlines shared some airline updates.
 - **Car Rental Operations**
 Car Rental Operations are up by 195 rentals through April over the same period in 2016.
 - **Tower Operations**
 Tower operations are down for the month and for the year.
 - c. **Hangar Occupancy**
 There are currently six T-hangars vacant.

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

7. **Operational Matters**

a. **Airport Operations Report**

- Airport Community Outreach: The Airport Director updated Commissioners on the airport community outreach opportunities year to date.
- Airport Marketing Update: The Airport Director reviewed the marketing campaign statistics since the launch in January. The Airport plans to continue with Advance Media with a monthly investment of \$3,000 throughout the remainder of the year. The new campaign materials were also reviewed.

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

- May Operational Review: The May review covered Airport Security, the Perimeter Fence and Technology. Commissioners did not have any recommendations for addition to the May operational review.
- Explorer Solutions Update: Explorer Solutions provided a status update via a conference call. Commissioners indicated the need for private commitments by July.

c. **Project Summary**

- AIP 37 ALP Update: The ALP update is in progress and still with the FAA for review.
- AIP 40 RWY 04 Threshold Relocation: The project is complete; however there are issues with the completed PAPI road that failed FAA requirements for density testing. The FAA requirement called for 96% density where their testing indicated a 95.7% and 95.3% result. The contractor has agreed to accept a 50% payment in lieu of removing the asphalt and putting in new asphalt again.

On a motion by Com. Hilgedick, seconded by Com. Olson, the Commission agreed to pay the contractor 50% of the final cost of the pavement for the PAPI road.

(Ayes 4-Nayes 1)

- South Hangar Area Taxiway Design: The FAA submittal was received this week and McCabe Construction was awarded the contract. They are expected to start in the next 30 days.
- T-hangar Construction: The project is currently out for bid.
- ARFF Gear and SRE Purchase: . The SRE project is out for bid and the ARFF gear is in progress.
- RWY 14/32 Rehabilitation: The preliminary design report recommendation is being finalized and the FAA should award a grant this year for final design. Construction is planned for 2018.

8. **Previous Business:** None

9. **New Business:** None

10. **Discuss Future Agenda Items:**

a. **Discuss performance review of Airport Director**

b. Airport Commission Annual Meeting

11. Set Future Meeting Dates and Times:

The next regular Commission Meeting is planned for June 23, 2017 at 7:30am.

12. Adjournment:

On a motion by Com. Francis, seconded by Com. Hull, the meeting was adjourned at 9:10am.

(Ayes 5-Nayes 0)

Respectfully Submitted,

Bill Hilgedick, Secretary

May vouchers for approval June 23, 2017

| | | | |
|-----------------------------------|--|----------------------|------------|
| Advance Media New York (Syracuse) | Airport Digital Marketing Campaign, May | 53610-327-001 | \$1,000.00 |
| Eau Claire Press Company | Publication of notice for T-hangar construction project | 53610-321 | 77.21 |
| Fuel Service DJ's Mart | 2,000 gallons of gasoline | 53610-377 | 4,120.00 |
| G & K Services | Uniforms | 53610-137 | 121.86 |
| G & K Services | Towels | 53610-298 | 14.80 |
| Gold Cross | 68 calls/8 emails - May | 53610-225 | 71.42 |
| Mead & Hunt | Professional services EAU CVRA 10-unit T-hangar, April | 53610-820 | 3,693.27 |
| Miller-Bradford | Fuel pump for Case loader | 53610-241 | 149.10 |
| Supreme Sweeping | Sweeping/blowing/removing sand from Airport lots; 13 yards | 53610-246 | 500.00 |
| Tractor Central | Dash display for John Deere Tractor | 53610-241 | 1,610.00 |
| Verizon | Cell phones - Maint. Supervisor & Seas/Fire, May | 53610-225 | 47.12 |
| WI Dept of Natural Resources | Stormwater Tier Two Permit Fee | 53610-221 | \$130.00 |
| Xcel Energy | Terminal Gas/Electric - May | 53610-222/224 | 8,102.63 |
| Xcel Energy | ATC Gas/Electric - May | 53615-222/224 | 1,366.02 |

| | |
|-------|--------------------|
| TOTAL | \$21,003.43 |
|-------|--------------------|

BOLD items = SCASD Grant reimbursements

ITALICIZED items = Tower Expenses

Chippewa Valley Regional Airport

2017 BUDGET COMPARISON Estimated May 31, 2017

| # | Item | 12 Month Budget 2017 | Budget YTD Allocated | Actual as of 5/31/17 (41.67%) | Variance YTD | Balance Remaining For Year |
|------------------------------------|-----------------------------|-------------------------|-------------------------|----------------------------------|-----------------------|----------------------------------|
| Income | | | 41.67% | | | |
| 41110 | Contrib From Eau Claire Cty | \$395,079 | \$164,616 | \$164,616.25 | \$0.00 | \$230,462.75 |
| 47330 | Contrib From Chippewa Cty | \$128,981 | \$53,742 | \$64,490.50 | \$10,748.42 | \$64,490.50 |
| Sub-Total Tax Revenue | | \$524,060 | \$218,358.33 | \$229,106.75 | \$10,748.42 | \$294,953.25 |
| 46340-571 | Advertising | \$5,000 | \$2,083 | \$2,050.00 | (\$33.33) | \$2,950.00 |
| 46340-572 | Air Terminal | \$109,453 | \$45,605 | \$43,704.84 | (\$1,900.58) | \$65,748.16 |
| 46340-573 | FAA | \$13,440 | \$5,600 | \$5,066.65 | (\$533.35) | \$8,373.35 |
| 46340-574 | FBO | \$130,481 | \$54,367 | \$50,023.40 | (\$4,343.68) | \$80,457.60 |
| 43640-575 | Fuel Flowage | \$131,150 | \$54,646 | \$48,817.22 | (\$5,828.61) | \$82,332.78 |
| 46340-576 | Hangars | \$135,745 | \$56,560 | \$58,846.38 | \$2,285.96 | \$76,898.62 |
| 46340-577 | Landing | \$42,500 | \$17,708 | \$14,826.06 | (\$2,882.27) | \$27,673.94 |
| 43640-578 | Parking | \$130,000 | \$54,167 | \$68,939.21 | \$14,772.54 | \$61,060.79 |
| 46340-579 | Rental Cars | \$93,000 | \$38,750 | \$51,140.65 | \$12,390.65 | \$41,859.35 |
| 46340-580 | Restaurant | \$12,000 | \$5,000 | \$5,000.00 | \$0.00 | \$7,000.00 |
| 46340-581 | Tie Downs | \$216 | \$90 | \$90.00 | \$0.00 | \$126.00 |
| 46340-583 | Utility Revs | \$8,000 | \$3,333 | \$3,921.21 | \$587.88 | \$4,078.79 |
| 46340-584 | Land Lease Revs | \$31,585 | \$13,160 | \$26,109.85 | \$12,949.43 | \$5,475.15 |
| 46340-586 | Vehicle Fuel Reimbursement | \$13,000 | \$5,417 | \$5,230.03 | (\$186.64) | \$7,769.97 |
| Sub-Total Operating Revenue | | \$855,570 | \$356,487.50 | \$383,765.50 | \$27,278.00 | \$471,804.50 |
| Sub-Total Taxes and Operating Rev. | | \$1,379,630 | \$574,845.83 | \$612,872.25 | \$38,026.42 | \$766,757.75 |
| 46340-601 | Other Revenue | \$5,000 | \$2,083 | \$3,963.50 | \$1,880.17 | \$1,036.50 |
| 46340-582 | PFC | \$83,000 | \$34,583 | \$24,998.38 | (\$9,584.95) | \$58,001.62 |
| 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 | \$7,861.92 | \$7,861.92 | (\$7,861.92) |
| 49210 | Transfer Fr. Gen'l Fund | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 |
| 49300 | Airport/ N/L Funds Applied | \$668,565 | \$278,569 | \$0.00 | (\$278,568.75) | \$668,565.00 |
| Sub-Total Other Revenue | | \$756,565 | \$315,235.42 | \$36,823.80 | (\$278,411.62) | \$719,741.20 |
| TOTAL INCOME | | \$2,136,195 | \$890,081.25 | \$649,696.05 | (\$240,385.20) | \$1,486,498.95 |
| Expenses | | | | | | |
| 53610-111 | Salary Perm-Regular | \$319,161 | \$132,984 | \$130,103.55 | (\$2,880.20) | \$189,057.45 |
| -112 | Salary Perm-OT | \$15,000 | \$6,250 | \$4,089.67 | (\$2,160.33) | \$10,910.33 |
| -114 | Salary-On Call Pay | \$0 | \$0 | \$2,100.00 | \$2,100.00 | (\$2,100.00) |
| -120 | Health Ins Incentive | \$1,200 | \$500 | \$500.00 | \$0.00 | \$700.00 |
| -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 | \$558 | \$564.51 | \$6.59 | \$774.49 |
| -141 | Board & Comm Per Diem | \$3,500 | \$1,458 | \$1,545.00 | \$86.67 | \$1,955.00 |
| -142 | Cnty Brd & Comm Mile | \$700 | \$292 | \$242.76 | (\$48.91) | \$457.24 |
| -151 | Social Security | \$25,563 | \$10,651 | \$9,983.76 | (\$667.49) | \$15,579.24 |
| -152 | Retirement Emplr Share | \$22,724 | \$9,468 | \$7,827.23 | (\$1,641.10) | \$14,896.77 |
| -154 | Hos & Health Ins | \$74,000 | \$30,833 | \$32,345.70 | \$1,512.37 | \$41,654.30 |
| -155 | Life Insurance | \$100 | \$42 | \$30.15 | (\$11.52) | \$69.85 |
| -158 | Unemployment Comp | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 |
| -200 | Contract Svcs | \$60,500 | \$25,208 | \$22,615.16 | (\$2,593.17) | \$37,884.84 |
| -212 | Attorney Fees | \$6,000 | \$2,500 | \$1,464.00 | (\$1,036.00) | \$4,536.00 |
| -213 | Accounting & Audit | \$3,500 | \$1,458 | \$0.00 | (\$1,458.33) | \$3,500.00 |
| -221 | Water & Sewer | \$47,380 | \$19,742 | \$11,977.93 | (\$7,763.74) | \$35,402.07 |
| -222 | Electric | \$86,445 | \$36,019 | \$38,960.49 | \$2,941.74 | \$47,484.51 |
| -224 | Gas & Fuel Oil | \$40,800 | \$17,000 | \$16,031.36 | (\$968.64) | \$24,768.64 |
| -225 | Telephone & Telegraph | \$4,000 | \$1,667 | \$1,291.82 | (\$374.85) | \$2,708.18 |
| -227 | Dataline/Internet | \$500 | \$208 | \$0.00 | (\$208.33) | \$500.00 |
| -241 | Motor Vehicle Maint | \$10,000 | \$4,167 | \$4,694.42 | \$527.75 | \$5,305.58 |
| -246 | Grounds Maint | \$29,000 | \$12,083 | \$19,192.27 | \$7,108.94 | \$9,807.73 |
| -248 | Building Maint | \$26,000 | \$10,833 | \$5,829.75 | (\$5,003.58) | \$20,170.25 |
| -249 | Service on Machines | \$500 | \$208 | \$0.00 | (\$208.33) | \$500.00 |
| -297 | Refuse Collection | \$1,149 | \$479 | \$1,171.61 | \$692.86 | (\$22.61) |
| -298 | Laundry Services | \$180 | \$75 | \$68.64 | (\$6.36) | \$111.36 |
| -299 | Sundry Contract Services | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 |
| -310 | Office Supplies | \$600 | \$250 | \$155.29 | (\$94.71) | \$444.71 |

| # | Item | 12 Month Budget 2017 | Budget YTD Allocated | Actual as of 5/31/17 (41.67%) | Variance YTD | Balance Remaining For Year |
|------------------------------------|--------------------------------|-------------------------|-------------------------|----------------------------------|-----------------------|----------------------------------|
| -311 | Postage and Box Rent | \$700 | \$292 | \$83.99 | (\$207.68) | \$616.01 |
| -313 | Printing & Dup | \$600 | \$250 | \$212.81 | (\$37.19) | \$387.19 |
| -320 | Ref Materials | \$550 | \$229 | \$222.27 | (\$6.90) | \$327.73 |
| -321 | Publish Legal Notices | \$200 | \$83 | \$77.21 | (\$6.12) | \$122.79 |
| -324 | Membership Dues | \$3,800 | \$1,583 | \$3,195.00 | \$1,611.67 | \$605.00 |
| -327 | Marketing | \$35,000 | \$14,583 | \$5,084.46 | (\$9,498.87) | \$29,915.54 |
| -327-001 | Marketing Grant Expense | \$0 | \$0 | \$18,849.92 | \$18,849.92 | (\$18,849.92) |
| -328 | Airline Recruitment | \$15,000 | \$6,250 | \$0.00 | (\$6,250.00) | \$15,000.00 |
| -330 | Travel Regular | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 |
| -340 | Travel-Train & Conf | \$12,500 | \$5,208 | \$3,523.22 | (\$1,685.11) | \$8,976.78 |
| -366 | Fire fight supplies | \$4,500 | \$1,875 | \$53.76 | (\$1,821.24) | \$4,446.24 |
| -377 | Vehicle Fuel | \$30,000 | \$12,500 | \$19,508.67 | \$7,008.67 | \$10,491.33 |
| -510 | Insurance | \$45,000 | \$18,750 | \$1,818.68 | (\$16,931.32) | \$43,181.32 |
| -615 | Special Assessment | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 |
| -813 | Office Equipment | \$1,000 | \$417 | \$0.00 | (\$416.67) | \$1,000.00 |
| Sub-Total Operating Expense | | \$928,691.00 | \$386,954.58 | \$365,415.06 | (\$21,539.52) | \$563,275.94 |
| 53615-200 | ATCT Contractual Services-Stat | \$0 | \$0 | \$0.00 | \$0.00 | \$0.00 |
| -221 | ATCT Water-Sewer-Strmwtr | \$1,030 | \$429 | \$225.68 | (\$203.49) | \$804.32 |
| -222 | ATCT Electricity | \$15,255 | \$6,356 | \$4,942.33 | (\$1,413.92) | \$10,312.67 |
| -224 | ATCT Gas & Fuel Oil | \$4,080 | \$1,700 | \$1,482.17 | (\$217.83) | \$2,597.83 |
| -225 | ATCT Telephone | \$1,500 | \$625 | \$380.86 | (\$244.14) | \$1,119.14 |
| -248 | ATCT Building Maintenance | \$15,000 | \$6,250 | \$2,781.31 | (\$3,468.69) | \$12,218.69 |
| Sub-Total Tower Expense | | \$36,865 | \$15,360.42 | \$9,812.35 | (\$5,548.07) | \$27,052.65 |
| 53610-810 | Capital Equipment | \$25,500 | \$10,625 | \$1,531.88 | (\$9,093.12) | \$23,968.12 |
| -820 | Capital Improvement | \$852,000 | \$355,000 | \$7,386.54 | (\$347,613.46) | \$844,613.46 |
| -829 | Other Capital Improvement | \$169,210 | \$70,504 | \$0.00 | (\$70,504.17) | \$169,210.00 |
| 58100-613 | Principal/Trust Fund | \$98,014 | \$40,839 | \$0.00 | (\$40,839.17) | \$98,014.00 |
| 58200-613 | Interest/Trust Fund | \$25,915 | \$10,798 | \$0.00 | (\$10,797.92) | \$25,915.00 |
| Sub-Total Capital Expense | | \$1,170,639 | \$487,766.25 | \$8,918.42 | (\$478,847.83) | \$1,161,720.58 |
| TOTAL EXPENSE | | \$2,136,195 | \$890,081.25 | \$384,145.83 | | \$1,752,049.17 |
| NET OPERATING INCOME | | \$0 | \$0 | \$265,550.22 | | (\$265,550.22) |
| <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 | \$934,006 | | | | |

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: | 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 | | |
| AIP 40 | Contractor Pay for PAPI road | (\$11,686.00) | (\$5,844.00) | (\$5,844.00) | | | | | |
| Comments: | FAA grant received. Waiting for state to update financial statements. Commission approved 50/50 pay to contractor for PAPI road on 5/26/17. | | | | | | | | |
| 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 | | | | \$472,240.73 | | | | | |

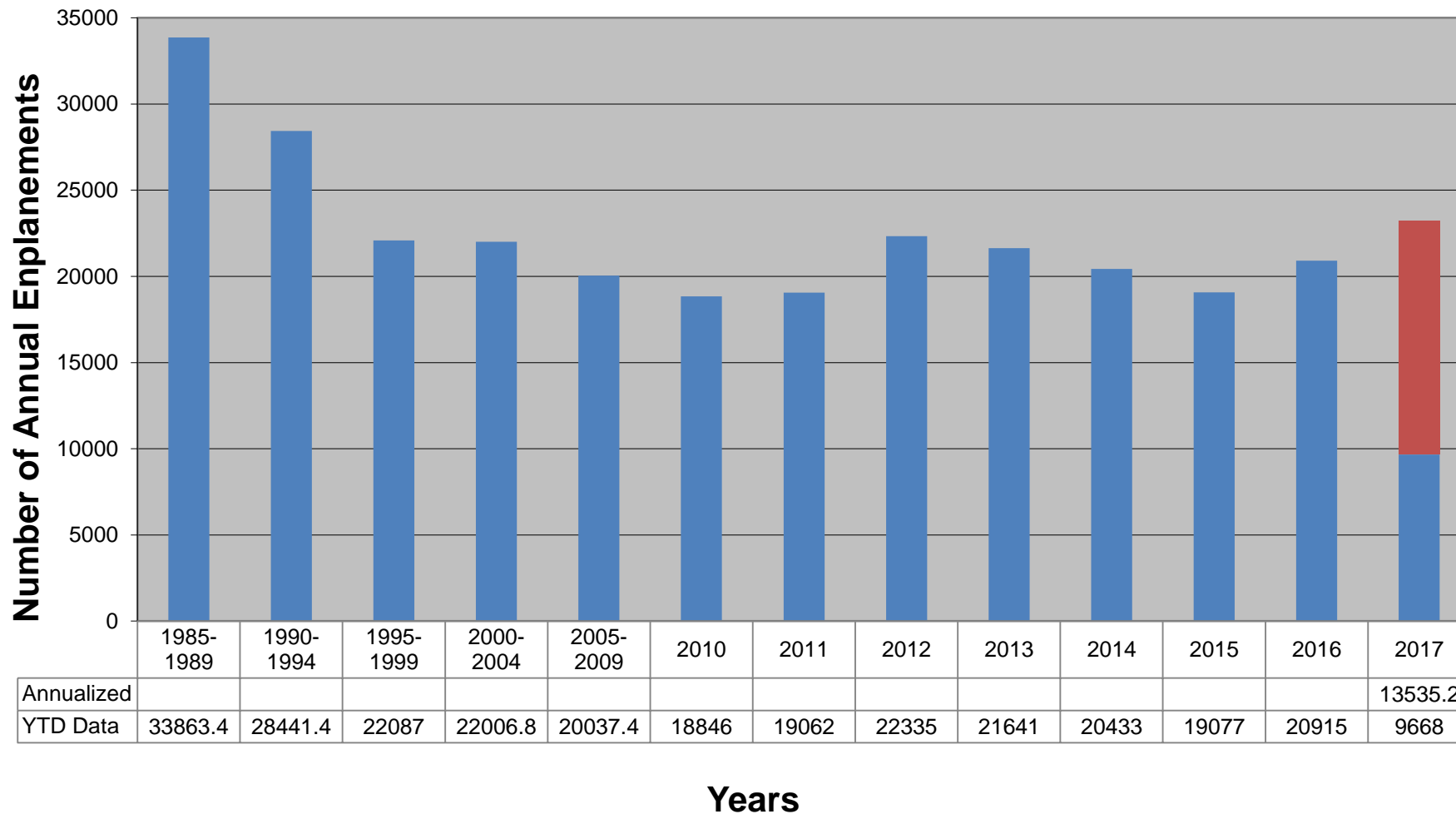
BOLDED ITEMS ARE CHANGES FROM PRIOR MONTH

Chippewa Valley Regional Airport
Traffic Statistics
 May 2017

| <i>AIRLINE PASSENGERS</i> | Month | | % Diff. | Year to date | | % Diff. |
|----------------------------------|-------------|-------------|---------|--------------|-------------|---------|
| | 2017 | 2016 | | 2017 | 2016 | |
| UNITED Enplaned | 1747 | 1487 | 17% | 8836 | 7004 | 26% |
| CHARTERS Enplaned | | | | <u>832</u> | <u>734</u> | 13% |
| Total Enplaned | | | | 9668 | 7738 | 25% |
| UNITED Deplaned | 1696 | 1523 | 11% | 8482 | 6812 | 25% |
| CHARTERS Deplaned | | | | <u>832</u> | <u>734</u> | 13% |
| Total Deplaned | | | | 9314 | 7546 | 23% |
| Total Enplaned/Deplaned | 3443 | 3010 | 14% | 18982 | 15284 | 24% |
| UA Departure Load Factor | 60% | 52% | | 64% | 51% | |
| UA Arrival Load Factor | 59% | 53% | | 62% | 49% | |
| <i>UNITED PERFORMANCE</i> | 2017 | 2016 | | 2017 | 2016 | |
| Scheduled Flights/Landings | 59 | 58 | 2% | 282 | 289 | -2% |
| Canceled Flights | | | | | | |
| Xnld for Wx | 0 | 1 | | 5 | 9 | |
| Xnld for Mx | 0 | 0 | | 0 | 0 | |
| <u>Xnld Other</u> | <u>0</u> | <u>0</u> | | <u>1</u> | <u>0</u> | |
| Total | 0 | 1 | -100% | 6 | 9 | -33% |
| Total Landings | 59 | 57 | 4% | 276 | 280 | -1% |
| | 2017 | 2016 | | 2017 | 2016 | |
| <u>EAU Arrival</u> | | | | | | |
| Completion Factor | 100% | 98% | | 98% | 97% | |
| OnTime % | 81% | 84% | | 84% | 81% | |
| <u>EAU Departure</u> | | | | | | |
| Completion Factor | 100% | 98% | | 98% | 96% | |
| OnTime % | 97% | 88% | | 88% | 87% | |
| <u>ORD Arrival</u> | | | | | | |
| Completion Factor | 100% | 93% | | 98% | 95% | |
| OnTime % | 93% | 90% | | 88% | 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) * | <u>\$602</u> | \$843 | \$910 | <u>\$638</u> | \$921 | \$1,090 | <u>\$698</u> | \$981 | \$979 |
| ORD - Chicago ** | \$351 | \$124 | \$198 | \$351 | \$128 | \$225 | \$451 | \$150 | \$171 |
| DEN - Denver ** | \$380 | \$216 | \$190 | \$472 | \$253 | \$292 | \$472 | \$231 | \$235 |
| LAS - Las Vegas ** | <u>\$462</u> | \$382 | \$537 | <u>\$509</u> | \$566 | \$494 | <u>\$506</u> | \$543 | \$494 |
| EWR - Newark ** | \$648 | \$438 | \$493 | <u>\$642</u> | \$565 | \$566 | \$888 | \$740 | \$820 |
| MCO - Orlando * | <u>\$352</u> | \$350 | \$325 | <u>\$446</u> | \$444 | \$392 | <u>\$527</u> | \$495 | \$528 |
| PHX - Phoenix * | <u>\$348</u> | \$326 | \$319 | \$503 | \$393 | \$359 | \$503 | \$326 | \$399 |
| IAD - Washington Dulles ** | <u>\$486</u> | \$366 | \$449 | \$562 | \$478 | \$356 | \$562 | \$498 | \$367 |

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

6/13/17

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

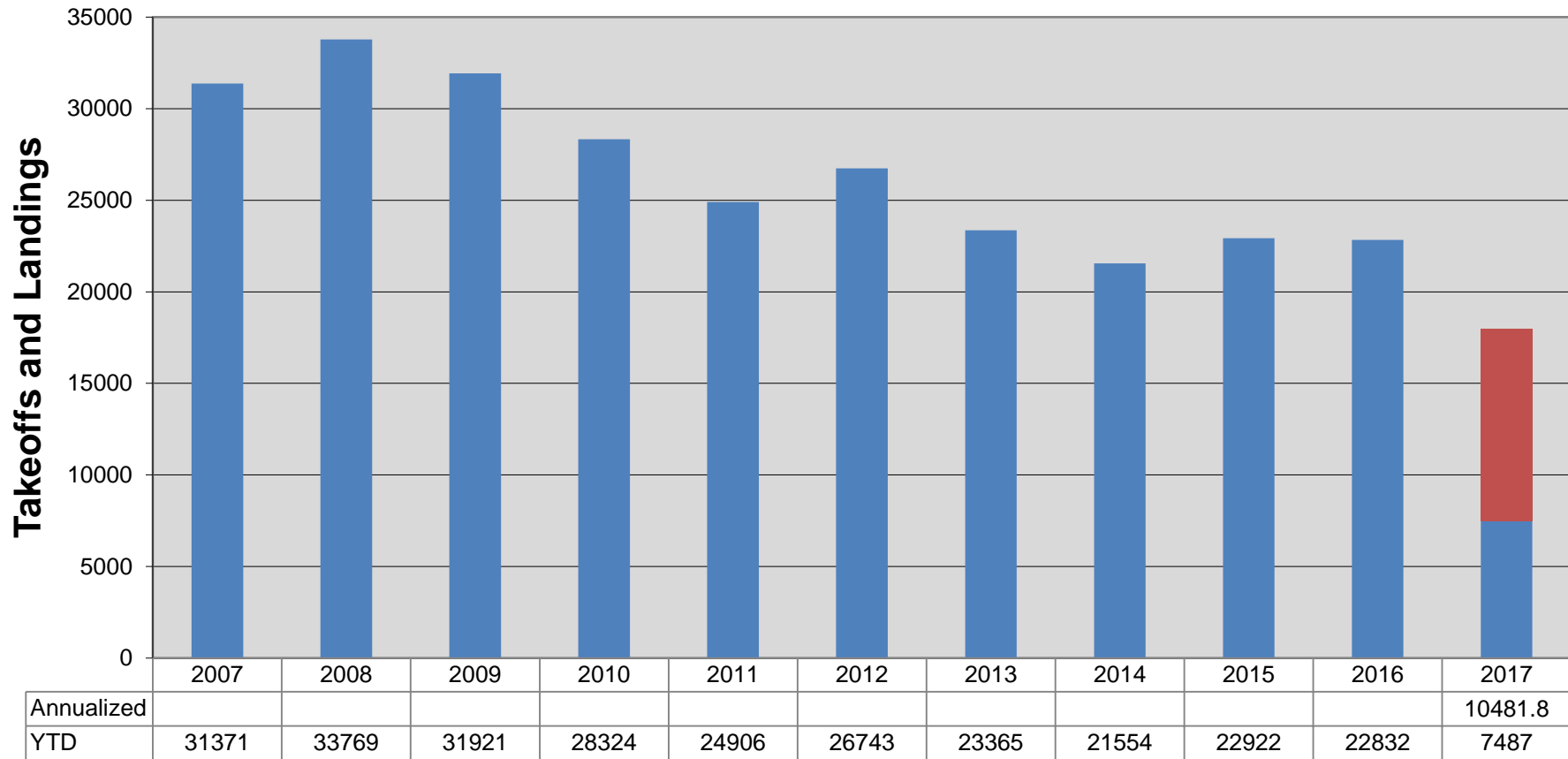
| | Number of Cars Rented | | |
|-----------|-----------------------|-------------|-------------|
| | <u>2017</u> | <u>2016</u> | |
| January | 233 | 201 | 16% |
| February | 287 | 251 | 14% |
| March | 344 | 255 | 35% |
| April | 314 | 276 | 14% |
| May | 351 | 309 | 14% |
| June | | 347 | -100% |
| July | | 373 | -100% |
| August | | 401 | -100% |
| September | | 320 | -100% |
| October | | 340 | -100% |
| November | | 285 | -100% |
| December | | 270 | -100% |
| | 1529 | 3628 | -58% |

Agenda Item 5b

Chippewa Valley Regional Airport
Air Traffic Operations Statistics
 May 2017

| | | Month | | % Diff. | Year to date | | % Diff. |
|--------------|-----------------------|-----------|-----------|---------|--------------|-----------|---------|
| | | 2017 | 2016 | | 2017 | 2016 | |
| Itinerant | Air Carrier | 2 | 0 | #DIV/0! | 20 | 15 | 33% |
| | Commuter/ Air Taxi | 205 | 191 | 7% | 967 | 949 | 2% |
| | GA | 1298 | 1310 | -1% | 5159 | 5526 | -7% |
| | Military | 32 | 46 | -30% | 117 | 109 | 7% |
| Local | GA | 316 | 614 | -49% | 1192 | 2416 | -51% |
| | Military | <u>12</u> | <u>10</u> | 20% | <u>32</u> | <u>14</u> | 129% |
| TOTAL | | 1865 | 2171 | -14% | 7487 | 9029 | -17% |

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
24. Apr 10 ECC Board of Land Use Appeals
25. Apr 12 ECC Admin Committee
26. Apr 18 EC Chamber Annual Meeting
27. Apr 20 Leadership EC Tour
28. Apr 24 WEDC I-Ramp Presentation
29. Apr 27 WI DOT Secretary Roundtable
30. May 1 Eau Claire Noon Rotary
31. May 2 Airport Business Interview
32. May 3 Chippewa County EDC
33. May 4 Career Venture
34. May 5 WI Autonomous Vehicle Summit
35. May 9 Chippewa County Board
36. May 11 Pre-Check Press Release
37. May 16 Eau Claire Chamber Meeting
38. May 19 WEAU Live Morning Show
39. May 19 WQOW/Leader Telegram AIT Stories
40. May 19 Eau Claire Chamber Eggs and Issues
41. June 6 Senior Americans Day
42. June 9 Breakfast in the Valley



University of Wisconsin-Eau Claire

105 Garfield Avenue • P.O. Box 4004 • Eau Claire, WI 54702-4004

Corporate Partnership Agreement

This agreement, effective __7/1/17__, shall be between the following entities: **Chippewa Valley Regional Airport** and **University of Wisconsin-Eau Claire (UWEC) Athletic Department**. Both entities agree to the conditions and requirements listed below.

| | |
|---|---|
| <p>Contact Information: UWEC Dan Schumacher 105 Garfield Avenue Eau Claire, WI 54702</p> | <p>Chippewa Valley Regional Airport Charity Zich Eau Claire, Wisconsin</p> |
|---|---|

UWEC Athletics will provide:

- **Chippewa Valley Regional Airport** will be an “Official Sponsor” of UWEC Blugold Athletics.
- This “Official Sponsorship” will be a partnership that includes all official functions of Blugold Athletics. This would include all Event, Print, Web, Radio, Digital and TV communications.
- **Chippewa Valley Regional Airport** will be a media sponsor for 10-14 Football Games, 36 Men/Women Basketball games, up to 8 Men’s Hockey games and various misc Radio/TV/Digital broadcasts for post-season competitions (softball, volleyball, wrestling, swimming) The Broadcasts will be on the Blugold Sports Network which includes 99.9FM Blugold Radio(Midwest Family), TV10 Productions, WEAU (NBC)13.2 (Charter 193-all Western Wisconsin), and Blugolds.com (audio/video stream).
- **Chippewa Valley Regional Airport** will be an “Official Sponsor” for seasonal radio shows: for Head Football Coach Dan Larson Post-Game Show, The Winter Sports Weekly Radio Show. The Broadcasts will be on the Blugold Sports Network which includes 99.9 FM Blugold Radio and Blugolds.com.
- All official programing will be directed with call letters as **Chippewa Valley Regional Airport** an official sponsor of Blugold Athletics. Or other call letters as desired by **Chippewa Valley Regional Airport**.

Events:

- **Chippewa Valley Regional Airport** will be a “Hole Sponsor” for the featured; Blugold Booster Club Golf Outing. Exclusive signage, program recognition.
- **Chippewa Valley Regional Airport** will be a “Hole Sponsor” of the Anderson Open Golf Outing(100-Basketball), Walker Open Golf Outing(120-Football) and the Center Ice Club Golf Outing (160-Hockey). Exclusive signage, program recognition.
- **Chippewa Valley Regional Airport** will receive a special ticket allocation for your company’s promotional “**Chippewa Valley Regional Airport Day**” during any regular season contest (game to be determined). Ticket allocation has a 200 ticket limit per event. “**Chippewa Valley Regional Airport Day**” will be a mutually decided event day based on Football, Basketball or Hockey game.

Excellence. Our measure, our motto, our goal.

Athletics • McPhee Center/Olson Addition

Athletics Programs (715) 836-3062 • fax (715) 836-4074 • Camps/Facilities (715) 836-2546

e-mail: athletics@uwec.edu • web site: www.uwecblugolds.com



University of Wisconsin-Eau Claire

105 Garfield Avenue • P.O. Box 4004 • Eau Claire, WI 54702-4004

Media:

- **Chippewa Valley Regional Airport** will have (3-4) 30-second in-game Radio commercial spots for all broadcasts. *Total of 230-300 radio spots* annually. We will adjust and make sure any 60 second in-game spots are played. These can change weekly if desired.
- **Chippewa Valley Regional Airport** will have (2-4) 30-second in-game TV commercial spots for all broadcasts. Total of at least *100-150 TV spots* annually, depending on lengths of broadcasts. These can change weekly if desired.
- **Chippewa Valley Regional Airport** will have (2-3) personalized PA announcement opportunities, in-game, for advertising or messaging at all athletic events in Zorn Arena, Carson Park, Bollinger Field, Hobbs Arena and McPhee Fieldhouse. These can change weekly if desired.
- **Chippewa Valley Regional Airport** will have company website link, facebook and twitter accounts advertised on www.blugolds.com which supported 170,000 unique visitors and 1.8 million pages viewed in 2016. We have over 10,000 followers in Facebook and Twitter.
- **Chippewa Valley Regional Airport** will have game program advertising space. **Chippewa Valley Regional Airport** will design print ads. The programs would be for football, basketball, hockey, volleyball, wrestling, swimming and softball. Game programs totaled 3,000 prints.

Signage:

- **Chippewa Valley Regional Airport** will have logo/signage space at all home game venues including Hobbs Arena (hockey), Bollinger Field(softball), McPhee Fieldhouse(volleyball, wrestling, swimming, track), Zorn Arena(basketball) and Carson Park(football).
- **Chippewa Valley Regional Airport** will work together with Blugold Athletics to generate additional promotional activities to benefit the partnership.

Chippewa Valley Regional Airport will provide:

- Pre-Produced 30-60 second radio commercial weekly, bi-weekly, etc for air-play to be played during each game Radio broadcast. FCC rules apply to public radio (no call to action).
- Pre-Produced 30-60 second TV commercial weekly, bi-weekly, etc for air-play to be played during each game TV/Digital broadcast. (Commercial TV)
- Written/emailed, weekly, biweekly, etc public address spots for all home games for in-stadium promotion and during all on-air broadcast schedule reads.
- Logo Art to be placed on all signage, website(Blugolds.com) and all external publications
- A contribution to the Blugold Booster Club in the amount of \$3,000 annually. (2yrs=\$6,000)

Term of Agreement: This agreement shall run from July 1, 2017 – June 30, 2019. (2-Year Agreement)

Termination Agreement: Each party would give 60 day notice of cancellation of contract.

Chippewa Valley Regional Airport
 Charity Zich

 (date)

 UWEC Athletic Director
 Dan Schumacher

____7/1/17_____
 (date)

Excellence. Our measure, our motto, our goal.

Athletics • McPhee Center/Olson Addition

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e-mail: athletics@uwec.edu • web site: www.uwecblugolds.com

| <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-17 | - Fuel flowage fees and landing fees were found to be consistent with other airports surveyed and no changes were recommended. |
| Landing Fees | Annual | Jul-17 | - 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. |
| Terminal Parking Fees and Maintenance Public Parking Surfaces and Roads | Annual | Jul-17 | - Tower radios and other equipment is in need of upgrade and cab shades need replacement. Both are included in the 2016 budget. |
| Tower Facilities Maintenance | Annual | Jul-17 | |
| New Tenant Development Airline Aviation Business Non-Aviation Business Hangars | Annual | Aug-17 | - 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. - 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. - 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. |
| FBO Lease and Maintenance FBO Facilities | Annual | Sep-17 | FBO leases/facilities were reviewed and no changes recommended. |

| | | | |
|---|---------------|---------------|---|
| <p>Hangar Leases and Maintenance</p> <p style="padding-left: 40px;">T-Hangars</p> <p style="padding-left: 40px;">Box Hangars</p> <p style="padding-left: 40px;">New hangar Development</p> <p style="padding-left: 40px;">Review Land Lease Guidelines</p> <p style="padding-left: 40px;">Review South Hangar Area Incentive</p> | <p>Annual</p> | <p>Nov-17</p> | <p>No action items were taken on this operational review.</p> |
| <p>Air Terminal Leases and Maintenance</p> <p style="padding-left: 40px;">Restaurant</p> <p style="padding-left: 40px;">TSA</p> <p style="padding-left: 40px;">FAA</p> <p style="padding-left: 40px;">Car Rentals</p> <p style="padding-left: 40px;">Terminal Area</p> <p style="padding-left: 40px;">Passenger Bridge</p> <p style="padding-left: 40px;">Passenger Services</p> <p style="padding-left: 40px;">Administrative Offices</p> <p style="padding-left: 40px;">Advertising Revenue Sources</p> | <p>Annual</p> | <p>Dec-17</p> | <p>Commissioners reviewed lease rates and maintenance for terminal leases. No changes were made.</p> |
| <p>Staffing</p> <p style="padding-left: 40px;">Numbers and position descriptions</p> | <p>Annual</p> | <p>Feb-18</p> | <ul style="list-style-type: none"> - The airport maintenance supervisor position was changed in the last year from exempt to non-exempt based on a recommendation from ECC human resource department. - The Airport Director reviewed the wages of the airport maintenance employees and noted they are in the same classification as the courthouse maintenance workers. This is a slightly lower starting wage than the hourly rate prior to the ECC class/comp study, but the position now has a step progression which it did not have previously. The end step is higher than the previous hourly rate for the position. |

| | | | |
|---|--------|--------|---|
| Grounds Maintenance Airfield Infrastructure Nav aids Approaches Runways Taxiway Aprons Snow Removal Process & Equipment Mowing Operations and Equipment | Annual | Mar-18 | Commissioners did not have develop any action items related to grounds maintenance. |
| Airport Security | Annual | May-18 | No action items were taken on this operational review. |
| Perimeter Fence | Annual | | |
| Technology | Annual | | |
| Fire Station | Annual | Jun-17 | No action items were taken on this operational review. |
| Maintenance Shop Maintenance | Annual | Jun-17 | |
| Airline PFC's | Annual | Jun-17 | |
| PFC Application PFC Rate | | | |

For Each Operational Area create a log and document the review date and specific details including for each opportunities top improve efficiency, repair or replace equipment, enhance safety, and establish objectives and resources or capital needed, time frames for implementation.

CVRA Strategic Plan

June 2017 Operational Review

Airport Fire Station

- The airport fire station was built in the 1980's.
- The furnace was replaced in 2015.
- The roof is in need of complete replacement. Replacement of the roof is in this years budget.
- The truck bay is barely large enough to fit our current fire truck. The door opening is about 6" wider than the truck and the bay is about 2' deeper than the truck.
- Lighting in the truck bay is currently 8' T12 fixtures that are obsolete and need upgrade.
- The second (backup) ARFF truck is currently stored in the maintenance shop.
- Currently shown on our capital improvement plan for remodel and expansion using FAA funds in 2022.

Jim Armstrong Maintenance Facility

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

Passenger Facility Charge

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

BIDDER'S CHECKLIST

Department of Transportation-Bureau of Aeronautics

| | | | | |
|----------------------------------|---|-----------------------|-------------------------|-------------|
| Airport | | Project No. | Bid Opening Date | Time |
| Chippewa Valley Regional Airport | | AIP 3-55-0019-42-2017 | June 15, 2017 | 2:00 p.m. |
| Contract I | Description: Acquire SRE Equipment | | | |

| | APPROVED BIDDER | APPROVED BIDDER | APPROVED BIDDER | APPROVED BIDDER | APPROVED BIDDER |
|--|---------------------|---------------------|---------------------|-----------------|-----------------|
| | Miller-Bradford | Airing Equipment | Nortrax | Fabick Cat | |
| Contractor W-9 currently on file (Y/N) | | | | | |
| Proposal for Airport Work Pg. I-1 | Y | Y | Y | | |
| Buy American Certificate (Y/N) Pg. I-5 | Y | Y | Y | | |
| Bid Bond, Annual Bid Bond, Certified Check or Money Order (BB,ABB,CC,MO) Pg. I-7 | BB | CC & BB | BB | | |
| Addendum #1 (Y/N) | Y | N-Not found | Y | | |
| Schedule of Prices Base Bid Pg. IV-1 | \$213,282.67 | \$190,824.00 | \$178,000.00 | | |
| Alternate 1 - Deduct | -\$1,000.00 | -\$5,000.00 | -\$3,000.00 | | |
| Alternate 2 | \$10,774.72 | \$19,511.00 | \$9,500.00 | | |
| Alternate 3 | \$11,494.25 | \$5173.00 | \$3,000.00 | | |
| Alternate 4 | \$31,110.06 | \$33,380.00 | \$29,000.00 | | |
| Grand Total | \$265,661.70 | \$243,888.00 | \$216,500.00 | | |
| Ranking | 3 | 2 | 1 | | |

Approved:
 Rejected:

Approved:
 Rejected:

Approved:
 Rejected:

Approved:
 Rejected:

Approved:
 Rejected:

| <u>DESCRIPTION</u> | <u>%</u> | <u>BUDGETED</u> |
|---|---------------------------|-----------------|
| <u>TRADITIONAL</u> | | |
| | <u>% of Budget</u> | |
| TV/Local Online News (pre-roll) | 6% | \$3,000 |
| Radio | 10% | \$5,000 |
| Print/Local Publications/Local Online News <i>Chamber Ads, County Guide, Visitors Center, etc.</i> | 4% | \$2,000 |
| Out of Home/Billboards <i>EAU City Bus Ads</i> | 3% | \$1,650 |
| <u>ONLINE/NON-TRADITIONAL</u> | | |
| Targeted Audience Display Campaign | 16% | \$7,800 |
| Search Advertising (Google AdWords-SEM campaigns) | 36% | \$18,000 |
| Social Media Advertising (FB Ads and Boosts) | 15% | \$7,500 |
| TRADITIONAL/ONLINE/NON-TRADITIONAL | | \$44,950 |
| <u>COMMUNITY AND CORPORATE OUTREACH</u> | | |
| Sports Sponsorships (UW-Stout/UWEC) | 0% | \$0 |
| Eau Claire Chamber Business Expo | 1% | \$500 |
| Airport Open House | 1% | \$500 |
| UW-EC Senior Americans Day | 1% | \$350 |
| OUTREACH | | \$1,350 |
| <u>OTHER MARKETING COMPONENTS</u> | | |
| Video Production (Vignettes/Commercial) | 0% | \$0 |
| Updated Print Creative Content | 1% | \$500 |
| Promotional Collateral / Print Items <i>SWAG, Postcards/Leave Behind</i> | 3% | \$1,500 |
| Promotions/Contests | 1% | \$500 |
| Mics/Other Items <i>Airport Recognition Program (\$550)</i> <i>Delay Cart (\$200)</i> <i>Frequent Flyer Lounge (\$250)</i> <i>Volunteer Recognition (\$200)</i> | 2% | \$1,200 |
| OTHER MARKETING COMPONENTS | | \$3,700 |
| TOTAL MARKETING AND ADVERTISING | | \$50,000 |

Hibbing, MN

CY 2015 Enplanements: 12,394

The HIB airport budgets approximately \$85k on annual marketing campaigns. Nearly the entire amount is used to highlight the commercial air service. The breakdown of costs are:

1. Television - \$55,000
2. Digital/Internet - \$18,000
3. Print Ads - \$5,000
4. Radio - \$0.00
5. Newspaper - \$1,500
6. Chamber of Commerce Print Ads - \$3,000
7. Billboards - \$2,500

Brainerd, MN

CY 2015 Enplanements: 18,200

St. Cloud, MN

CY 2015 Enplanements: 19,171

Budget about \$20,000 each year and about 75% that is from a MN DOT Aeronautics grant. Used mainly for billboard, radio and some print.

Eau Claire, WI

CY 2015 Enplanements: 19,332

Total annual advertising budget of \$35,000.

| | |
|--------------------------------------|-----|
| SEM Campaign | 41% |
| Targeted Audience Display Campaign | 18% |
| Social Media Campaign (Facebook) | 16% |
| City Bus Ad | 3% |
| Community Outreach | 3% |
| Chamber maps, ads, misc. print items | 6% |
| Promotions/contests | 2% |
| Radio | 11% |

Rhineland, WI

CY 2015 Enplanements: 20, 673

The budget number is \$2000.00. In that \$2000 we pay for a Delta Icon on each of the two newspapers website, ad in the Chamber guide, two special events guides with a Delta ad, 10 second radio spot daily, and website domain name/hosting. We have a webcam that NBC TV 12 Rhineland uses for their weather briefing 5 times a day Monday – Friday 4 times on weekends which shows the Delta jet on ramp with the 2 hour morning broadcast. When we had the 9:30pm flight it would show the jet at the 10pm news. We own two billboards which are 8ft x 20ft along Hwy 8 on airport property. One advertises the airport and the other is a Delta ad. Our website design, production and upkeep is free provided by Northcentral Regional Planning.

Houghton, MI

CY 2015 Enplanements: 25,732

Only pay for advertising if they get a grant from aeronautics. The money is usually around 10K-20K with a 10% match and is split 60/40 between print i.e. paper, brochures, etc (40%) and radio, tv and promotions (60%).

La Crosse, WI

CY 2015 Enplanements: 94,874

\$100,000 annual advertising budget plus additional \$30k labor for marketing staff.

It varies a lot each year. Approx. \$40,000 digital/\$20,000 tv/\$20,000 misc/\$20,000 print-billboard-etc

Wausau, WI

CY 2015 Enplanements: 126,016

\$40,000 annual budget in 2017. TV weather sponsorship, radio, magazine print.

*Enplanement data from FAA website.

| DESCRIPTION: BASE BID: 10-UNIT T-HANGAR CONSTRUCTION AND ASSOCIATED SITE WORK | | | | Ross & Associates River Falls, WI | | Durand Builders Service Inc | |
|---|--|----------|------|--------------------------------------|---------------------|-----------------------------|---------------------|
| Bid Item | Description | Quantity | Unit | Total | Unit Price | Total | |
| 205.0100 | EXCAVATION COMMON, (UNDER PAVEMENT) | 700 | CY | \$1.00 | \$700.00 | \$22.00 | \$15,400.00 |
| 305.0125 | AGGREGATE BASE DENSE 1 1/4-INCH (UNDER PAVEMENT) | 404 | CY | \$34.00 | \$13,736.00 | \$38.50 | \$15,554.00 |
| 455.0605 | TACK COAT | 150 | GAL | \$5.00 | \$750.00 | \$4.40 | \$660.00 |
| 619.1000 | MOBILIZATION | 1 | LS | \$21,400.00 | \$21,400.00 | \$3,000.00 | \$3,000.00 |
| NS01001 | BITUMINOUS BASE COURSE | 329 | TON | \$76.00 | \$25,004.00 | \$77.64 | \$25,543.56 |
| NS01002 | BITUMINOUS SURFACE COURSE | 255 | TON | \$81.00 | \$20,655.00 | \$77.64 | \$19,798.20 |
| NS02001 | AIRPORT SAFETY | 1 | LS | \$1,070.00 | \$1,070.00 | \$16,500.00 | \$16,500.00 |
| NS03001 | SITE UTILITIES (SANITARY & WATER) | 1 | LS | \$62,700.00 | \$62,700.00 | \$20,504.00 | \$20,504.00 |
| NS04001 | MAINTENANCE AND RESTORATION OF HAUL ROADS | 1 | LS | \$2,100.00 | \$2,100.00 | \$10,230.00 | \$10,230.00 |
| NS05 | T-HANGAR FLOOR & FOOTINGS | 1 | LS | \$185,313.00 | \$185,313.00 | \$159,000.00 | \$159,000.00 |
| NS05 | 10-UNIT T-HANGAR BUILDING WITH RESTROOM FACILITY | 1 | LS | \$548,504.00 | \$548,504.00 | \$622,710.00 | \$622,710.00 |
| Base Bid Total | | | | | \$881,932.00 | | \$908,899.76 |

ALTERNATE BID 1

| DESCRIPTION: ALTERNATE BID 1: EXTEND BUILDING WIDTH 5 FEET FOR 10 UNIT BUILDING (INCLUDING FLOOR AND FOUNDATION) | | | | | | | |
|---|---|----------|------|--------------|---------------------|--------------|---------------------|
| Bid Item | Description | Quantity | Unit | Total | Unit Price | Total | |
| NS06 | EXTEND BUILDING WIDTH 5 FEET (INCLUDING FLOOR AND FOUNDATION) | 1 | LS | \$909,329.00 | \$909,329.00 | \$977,099.76 | \$977,099.76 |
| ABI-1 Total | | | | | \$909,329.00 | | \$977,099.76 |

ALTERNATE BID 2

| DESCRIPTION: ALTERNATE BID 2: REMOVE 2 UNITS FROM BASE BID (INCLUDING FLOOR AND FOUNDATION WITH LANDSCAPING) | | | | | | | |
|---|--|----------|------|--------------|---------------------|--------------|---------------------|
| Bid Item | Description | Quantity | Unit | Total | Unit Price | Total | |
| NS07 | REMOVE 2 UNITS FROM BASE BID (INCLUDING FLOOR AND FOUNDATION WITH LANDSCAPING) | 1 | LS | \$791,215.00 | \$791,215.00 | \$818,899.76 | \$818,899.76 |
| ABI-2 Total | | | | | \$791,215.00 | | \$818,899.76 |

ALTERNATE BID 3

| DESCRIPTION: ALTERNATE BID : ADD 5 FEET TO BUILDING WIDTH FOR 8 UNIT BUILDING | | | | | | | |
|--|---|----------|------|--------------|---------------------|--------------|---------------------|
| Bid Item | Description | Quantity | Unit | Total | Unit Price | Total | |
| NS08 | EXTEND ABI-2 BUILDING WIDTH 5 FEET (INCLUDING FLOOR AND FOUNDATION) | 1 | LS | \$817,646.00 | \$817,646.00 | \$879,499.76 | \$879,499.76 |
| ABI-3 Total | | | | | \$817,646.00 | | \$879,499.76 |

Erect-A-Tube Aircraft Size Chart

Greater than 32' length

| MANUFACTURER | AIRCRAFT MODEL | WING SPAN | HEIGHT | LENGTH |
|---------------------|--------------------------|------------------|---------------|---------------|
| BEECHCRAFT | B60 DUKE PRESSURIZED | 39.3 | 12.3 | 33.8 |
| BEECHCRAFT | A60 DUKE PRESSURIZED | 39.3 | 12.3 | 33.8 |
| BEECHCRAFT | 60 DUKE PRESSURIZED | 39.3 | 12.3 | 33.8 |
| CESSNA | 207 SKY WAGON | 35.83 | 9.58 | 32.2 |
| CESSNA | MODEL 340 | 38.1 | 12.5 | 34.33 |
| CESSNA | 340A II PRESSURIZE TURBO | 38.1 | 12.6 | 34.33 |
| CESSNA | MODEL 414 | 39.9 | 11.7 | 35.75 |
| CESSNA | 310 R II | 36.9 | 10.7 | 31.9 |
| CESSNA | T 310 R II TURBO | 36.9 | 10.7 | 32 |
| CESSNA | T207 TURBO STATIONAIR | 35.83 | 9.58 | 32.2 |
| CESSNA | 421 PRESSURIZED TR P | 39.75 | 11.33 | 33.5 |
| CESSNA | 411A | 39.75 | 11.33 | 33.5 |
| CESSNA | 421 A & B | 39.75 | 11.33 | 33.7 |
| CESSNA | 401-A & B TURBO | 39.75 | 11.6 | 33.7 |
| CESSNA | 325 II | 38.1 | 12.55 | 34.33 |
| CESSNA | 402A TURBO | 39.9 | 11.6 | 35.7 |
| CESSNA | 402B BUS LINER | 39.9 | 11.7 | 36.1 |
| MITSUBISHI | SOLITAIRE MU-2B-40 | 39.16 | 12.91 | 33.25 |
| MITSUBISHI | MU-2M, MU-2P | 39.16 | 12.91 | 33.25 |
| MITSUBISHI | MU-2K | 39.16 | 12.91 | 33.25 |
| MITSUBISHI | MU-2F | 39.16 | 12.91 | 33.25 |
| MITSUBISHI | MU-2B, MU-2D | 39.16 | 13 | 33.25 |
| MOONEY | M-20F EXECUTIVE | 24 | 8.33 | 36.08 |
| PILATUS | PC 7 TURBO TRAINER | 34.08 | 10.5 | 32.08 |
| PILATUS | PC 9 | 33.41 | 10.66 | 33.33 |
| PIPER | PA-23F TURBO AZTEC | 34.33 | 10.08 | 31.16 |
| PIPER | PA-23F AZTEC | 34.33 | 10.08 | 31.16 |
| PIPER | PA-23E TURBO AZTEC | 37.16 | 10.25 | 31.16 |
| PIPER | PA-23D, E AZTEC | 37.16 | 10.25 | 31.16 |
| PIPER | PA31-330 NAVAJO | 40.5 | 13 | 32.5 |
| PIPER | PA31-310 TURBO NAVAJO | 40.66 | 13 | 32.58 |
| PIPER | PA-602P AEROSTAR | 36.5 | 12.08 | 34.75 |
| PIPER | PA-601A AEROSTAR | 34.16 | 12.08 | 34.83 |
| PIPER | PA31 PRESS. NAVAJO | 40.58 | 13.25 | 34.41 |
| PIPER | PA31-350 CHIEFTAIN | 40.66 | 13 | 34.58 |
| PIPER | PA31T-500 CHEYENNE I | 40.66 | 12.75 | 34.66 |

| Base rate per square foot | \$1.7147 | Adjustments for North & South Facing | | | Monthly Increase | Rate per SF |
|---------------------------|----------|--------------------------------------|---------------------|---------------------|----------------------|-------------|
| | | South Face | 102.5% | North Face | | |
| T-HANGAR | SQ. FT. | RATE 2015 Per Month | RATE 2017 Per Month | RATE 2017 Per Month | | |
| C-01 | 1680.6 | \$244.20 | \$244.20 | \$246.15 | \$1.95 | \$1.7576 |
| C-02 | 1249.1 | \$181.50 | \$181.50 | \$182.95 | \$1.45 | \$1.7576 |
| C-03 | 1248.8 | \$181.45 | \$181.45 | \$182.90 | \$1.45 | \$1.7576 |
| C-04 | 1254.1 | \$182.23 | \$182.23 | \$183.68 | \$1.45 | \$1.7576 |
| C-05 | 1458.2 | \$211.89 | \$211.89 | \$213.58 | \$1.69 | \$1.7576 |
| C-06 | 1663.1 | \$229.88 | \$229.88 | \$231.71 | \$1.83 | \$1.6718 |
| C-07 | 1238.2 | \$171.14 | \$171.14 | \$172.51 | \$1.37 | \$1.6718 |
| C-08 | 1232.1 | \$170.30 | \$170.30 | \$171.66 | \$1.36 | \$1.6718 |
| C-09 | 1236.7 | \$170.93 | \$170.93 | \$172.29 | \$1.36 | \$1.6718 |
| C-10 | 1451.4 | \$200.61 | \$200.61 | \$202.21 | \$1.60 | \$1.6718 |
| D-01 | 1074.5 | \$156.13 | \$156.13 | \$157.38 | \$1.25 | \$1.7576 |
| D-02 | 1074.5 | \$156.13 | \$156.13 | \$157.38 | \$1.25 | \$1.7576 |
| D-03 | 1074.5 | \$156.13 | \$156.13 | \$157.38 | \$1.25 | \$1.7576 |
| D-04 | 1074.5 | \$156.13 | \$156.13 | \$157.38 | \$1.25 | \$1.7576 |
| D-05 | 1074.5 | \$156.13 | \$156.13 | \$157.38 | \$1.25 | \$1.7576 |
| D-06 | 1074.5 | \$148.51 | \$148.51 | \$149.70 | \$1.18 | \$1.6718 |
| D-07 | 1074.5 | \$148.51 | \$148.51 | \$149.70 | \$1.18 | \$1.6718 |
| D-08 | 1074.5 | \$148.51 | \$148.51 | \$149.70 | \$1.18 | \$1.6718 |
| D-09 | 1074.5 | \$148.51 | \$148.51 | \$149.70 | \$1.18 | \$1.6718 |
| D-10 | 1074.5 | \$148.51 | \$148.51 | \$149.70 | \$1.18 | \$1.6718 |
| E-01 | 1074.5 | \$156.13 | \$156.13 | \$157.38 | \$1.25 | \$1.7576 |
| E-02 | 1074.5 | \$156.13 | \$156.13 | \$157.38 | \$1.25 | \$1.7576 |
| E-03 | 1074.5 | \$156.13 | \$156.13 | \$157.38 | \$1.25 | \$1.7576 |
| E-04 | 1074.5 | \$156.13 | \$156.13 | \$157.38 | \$1.25 | \$1.7576 |
| E-05 | 1074.5 | \$156.13 | \$156.13 | \$157.38 | \$1.25 | \$1.7576 |
| E-06 | 1074.5 | \$148.51 | \$148.51 | \$149.70 | \$1.18 | \$1.6718 |
| E-07 | 1074.5 | \$148.51 | \$148.51 | \$149.70 | \$1.18 | \$1.6718 |
| E-08 | 1074.5 | \$148.51 | \$148.51 | \$149.70 | \$1.18 | \$1.6718 |
| E-09 | 1074.5 | \$148.51 | \$148.51 | \$149.70 | \$1.18 | \$1.6718 |
| E-10 | 1074.5 | \$148.51 | \$148.51 | \$149.70 | \$1.18 | \$1.6718 |
| G-01 | 1855.8 | \$269.65 | \$269.65 | \$271.80 | \$2.15 | \$1.7576 |
| G-02 | 1083.7 | \$157.47 | \$157.47 | \$158.72 | \$1.26 | \$1.7576 |
| G-03 | 1085.2 | \$157.68 | \$157.68 | \$158.94 | \$1.26 | \$1.7576 |
| G-04 | 1090.5 | \$158.46 | \$158.46 | \$159.73 | \$1.26 | \$1.7576 |
| G-05 | 1109.8 | \$161.26 | \$161.26 | \$162.55 | \$1.29 | \$1.7576 |
| G-06 | 1712.4 | \$236.68 | \$236.68 | \$238.57 | \$1.89 | \$1.6718 |
| G-07 | 1090.9 | \$150.78 | \$150.78 | \$151.98 | \$1.20 | \$1.6718 |
| G-08 | 1098.3 | \$151.80 | \$151.80 | \$153.01 | \$1.21 | \$1.6718 |
| G-09 | 1075.7 | \$148.68 | \$148.68 | \$149.87 | \$1.19 | \$1.6718 |
| G-10 | 997.4 | \$137.85 | \$137.85 | \$138.95 | \$1.10 | \$1.6718 |
| N-1 | 1170.0 | | | \$183.89 | | \$1.8861 |
| N-2 | 1170.0 | | | \$183.89 | | \$1.8861 |
| N-3 | 1170.0 | | | \$183.89 | | \$1.8861 |
| N-4 | 1170.0 | | | \$183.89 | | \$1.8861 |
| N-5 | 1170.0 | | | \$183.89 | | \$1.8861 |
| N-6 | 1170.0 | | | \$183.89 | | \$1.8861 |
| N-7 | 1170.0 | | | \$183.89 | | \$1.8861 |
| N-8 | 1170.0 | | | \$183.89 | | \$1.8861 |
| N-9 | 1170.0 | | | \$183.89 | | \$1.8861 |
| N-10 | 1170.0 | | | \$183.89 | | \$1.8861 |
| N Row East Storag | 562.5 | | | \$76.79 | | \$1.6381 |
| D Row North Stora | 518.0 | \$70.15 | \$70.15 | \$70.71 | \$0.56 | \$1.6381 |
| D Row South Stora | 518.0 | \$70.15 | \$70.15 | \$70.71 | \$0.56 | \$1.6381 |
| E Row North Stora | 518.0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.0000 |
| E Row South Stora | 518.0 | \$70.15 | \$70.15 | \$70.71 | \$0.56 | \$1.6381 |
| | | \$83,176.36 | \$83,176.36 | \$106,828.64 | | |
| | | <u>-\$3,235.80</u> | <u>-\$3,235.80</u> | <u>-18497.88</u> | G5-10 and C8-10 vaca | |
| | | \$79,940.56 | \$79,940.56 | \$88,330.76 | | |

Chippewa Valley Regional Airport

2016 BUDGET COMPARISON Estimated June 16, 2017

| # | Item | 12 Month Budget 2016 | Budget YTD Allocated | Actual as of 12/31/16 (100%) | Variance YTD | Balance Remaining For Year |
|------------------------------------|-----------------------------|----------------------|-----------------------|------------------------------|-----------------------|----------------------------|
| Income | | | 100.00% | | | |
| 41110 | Contrib From Eau Claire Cty | \$395,079 | \$395,079.00 | \$395,079.00 | \$0.00 | \$0.00 |
| 47330 | Contrib From Chippewa Cty | \$128,981 | \$128,981.00 | \$128,981.00 | \$0.00 | \$0.00 |
| Sub-Total Tax Revenue | | \$524,060 | \$524,060.00 | \$524,060.00 | \$0.00 | \$0.00 |
| 46340-571 | Advertising | \$5,000 | \$5,000.00 | \$5,416.58 | \$416.58 | (\$416.58) |
| 46340-572 | Air Terminal | \$106,739 | \$106,739.00 | \$107,152.17 | \$413.17 | (\$413.17) |
| 46340-573 | FAA | \$12,160 | \$12,160.00 | \$12,159.96 | (\$0.04) | \$0.04 |
| 46340-574 | FBO | \$130,095 | \$130,095.00 | \$130,018.63 | (\$76.37) | \$76.37 |
| 43640-575 | Fuel Flowage | \$125,000 | \$125,000.00 | \$132,909.08 | \$7,909.08 | (\$7,909.08) |
| 46340-576 | Hangars | \$135,685 | \$135,685.00 | \$135,415.46 | (\$269.54) | \$269.54 |
| 46340-577 | Landing | \$48,500 | \$48,500.00 | \$46,086.31 | (\$2,413.69) | \$2,413.69 |
| 43640-578 | Parking | \$145,000 | \$145,000.00 | \$144,494.23 | (\$505.77) | \$505.77 |
| 46340-579 | Rental Cars | \$85,723 | \$85,723.00 | \$109,581.18 | \$23,858.18 | (\$23,858.18) |
| 46340-580 | Restaurant | \$0 | \$0.00 | \$1,200.00 | \$1,200.00 | (\$1,200.00) |
| 46340-581 | Tie Downs | \$216 | \$216.00 | \$216.00 | \$0.00 | \$0.00 |
| 46340-583 | Utility Revs | \$8,000 | \$8,000.00 | \$9,766.04 | \$1,766.04 | (\$1,766.04) |
| 46340-584 | Land Lease Revs | \$28,000 | \$28,000.00 | \$32,483.66 | \$4,483.66 | (\$4,483.66) |
| 46340-586 | Vehicle Fuel Reimbursement | \$13,000 | \$13,000.00 | \$13,069.55 | \$69.55 | (\$69.55) |
| Sub-Total Operating Revenue | | \$843,118 | \$843,118.00 | \$879,968.85 | \$36,850.85 | (\$36,850.85) |
| Sub-Total Taxes and Operating Rev. | | \$1,367,178 | \$1,367,178.00 | \$1,404,028.85 | \$36,850.85 | (\$36,850.85) |
| 46340-601 | Other Revenue | \$5,000 | \$5,000.00 | \$18,139.99 | \$13,139.99 | (\$13,139.99) |
| 46340-582 | PFC | \$87,800 | \$87,800.00 | \$91,029.04 | \$3,229.04 | (\$3,229.04) |
| 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 | \$45,000.00 | \$61,026.27 | \$16,026.27 | (\$16,026.27) |
| 49210 | Transfer Fr. Gen'l Fund | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 49300 | Airport/ N/L Funds Applied | \$471,280 | \$471,280.00 | \$0.00 | (\$471,280.00) | \$471,280.00 |
| Sub-Total Other Revenue | | \$609,080 | \$609,080.00 | \$170,195.30 | (\$438,884.70) | \$438,884.70 |
| TOTAL INCOME | | \$1,976,258 | \$1,976,258.00 | \$1,574,224.15 | (\$402,033.85) | \$402,033.85 |
| Expenses | | | | | | |
| 53610-111 | Salary Perm-Regular | \$311,288 | \$311,288.00 | \$314,640.80 | \$3,352.80 | (\$3,352.80) |
| -112 | Salary Perm-OT | \$15,000 | \$15,000.00 | \$5,963.41 | (\$9,036.59) | \$9,036.59 |
| -114 | Salary-On Call Pay | \$0 | \$0.00 | \$1,300.00 | \$1,300.00 | (\$1,300.00) |
| -120 | Health Ins Incentive | \$1,200 | \$1,200.00 | \$1,200.00 | \$0.00 | \$0.00 |
| -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 | \$1,500.00 | \$1,278.82 | (\$221.18) | \$221.18 |
| -141 | Board & Comm Per Diem | \$3,500 | \$3,500.00 | \$3,917.44 | \$417.44 | (\$417.44) |
| -142 | Cnty Brd & Comm Mile | \$700 | \$700.00 | \$667.08 | (\$32.92) | \$32.92 |
| -151 | Social Security | \$24,961 | \$24,961.00 | \$23,567.89 | (\$1,393.11) | \$1,393.11 |
| -152 | Retirement Emplr Share | \$21,535 | \$21,535.00 | \$18,074.34 | (\$3,460.66) | \$3,460.66 |
| -154 | Hos & Health Ins | \$77,000 | \$77,000.00 | \$66,933.29 | (\$10,066.71) | \$10,066.71 |
| -155 | Life Insurance | \$140 | \$140.00 | \$65.73 | (\$74.27) | \$74.27 |
| -158 | Unemployment Comp | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| -200 | Contract Svcs | \$117,636 | \$117,636.00 | \$109,979.85 | (\$7,656.15) | \$7,656.15 |
| -212 | Attorney Fees | \$7,000 | \$7,000.00 | \$1,963.50 | (\$5,036.50) | \$5,036.50 |
| -213 | Accounting & Audit | \$3,500 | \$3,500.00 | \$3,500.00 | \$0.00 | \$0.00 |
| -221 | Water & Sewer | \$45,000 | \$45,000.00 | \$46,800.80 | \$1,800.80 | (\$1,800.80) |
| -222 | Electric | \$89,211 | \$89,211.00 | \$92,628.95 | \$3,417.95 | (\$3,417.95) |
| -224 | Gas & Fuel Oil | \$43,260 | \$43,260.00 | \$24,386.72 | (\$18,873.28) | \$18,873.28 |
| -225 | Telephone & Telegraph | \$4,000 | \$4,000.00 | \$4,255.85 | \$255.85 | (\$255.85) |
| -227 | Dataline/Internet | \$1,000 | \$1,000.00 | \$0.00 | (\$1,000.00) | \$1,000.00 |
| -241 | Motor Vehicle Maint | \$12,500 | \$12,500.00 | \$9,502.66 | (\$2,997.34) | \$2,997.34 |
| -246 | Grounds Maint | \$29,000 | \$29,000.00 | \$37,648.47 | \$8,648.47 | (\$8,648.47) |
| -248 | Building Maint | \$26,000 | \$26,000.00 | \$25,758.29 | (\$241.71) | \$241.71 |
| -249 | Service on Machines | \$500 | \$500.00 | \$0.00 | (\$500.00) | \$500.00 |
| -297 | Refuse Collection | \$1,084 | \$1,084.00 | \$1,115.73 | \$31.73 | (\$31.73) |

| # | Item | 12 Month Budget 2016 | Budget YTD Allocated | Actual as of 12/31/16 (100%) | Variance YTD | Balance Remaining For Year |
|------------------------------------|-------------------------------|-------------------------|-------------------------|---------------------------------|-----------------------|----------------------------------|
| -298 | Laundry Services | \$175 | \$175.00 | \$160.39 | (\$14.61) | \$14.61 |
| -299 | Sundry Contract Services | \$0 | \$0.00 | \$16,857.53 | \$0.00 | \$0.00 |
| -310 | Office Supplies | \$600 | \$600.00 | \$302.29 | (\$297.71) | \$297.71 |
| -311 | Postage and Box Rent | \$750 | \$750.00 | \$381.87 | (\$368.13) | \$368.13 |
| -313 | Printing & Dup | \$600 | \$600.00 | \$837.63 | \$237.63 | (\$237.63) |
| -320 | Ref Materials | \$600 | \$600.00 | \$538.02 | (\$61.98) | \$61.98 |
| -321 | Publish Legal Notices | \$200 | \$200.00 | \$0.00 | (\$200.00) | \$200.00 |
| -324 | Membership Dues | \$4,000 | \$4,000.00 | \$4,790.20 | \$790.20 | (\$790.20) |
| -327 | Marketing | \$35,000 | \$35,000.00 | \$21,404.45 | (\$13,595.55) | \$13,595.55 |
| -327-001 | Marketing Grant Expense | \$50,000 | \$50,000.00 | \$66,499.79 | \$16,499.79 | (\$16,499.79) |
| -328 | Airline Recruitment | \$20,000 | \$20,000.00 | \$0.00 | (\$20,000.00) | \$20,000.00 |
| -330 | Travel Regular | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| -340 | Travel-Train & Conf | \$12,500 | \$12,500.00 | \$9,246.36 | (\$3,253.64) | \$3,253.64 |
| -366 | Fire fight supplies | \$4,500 | \$4,500.00 | \$1,234.32 | (\$3,265.68) | \$3,265.68 |
| -377 | Vehicle Fuel | \$50,000 | \$50,000.00 | \$20,378.90 | (\$29,621.10) | \$29,621.10 |
| -510 | Insurance | \$40,000 | \$40,000.00 | \$49,555.72 | \$9,555.72 | (\$9,555.72) |
| -615 | Special Assessment | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| -813 | Office Equipment | \$1,500 | \$1,500.00 | \$248.59 | (\$1,251.41) | \$1,251.41 |
| Sub-Total Operating Expense | | \$1,056,940.00 | \$1,056,940.00 | \$987,585.68 | (\$69,354.32) | \$69,354.32 |
| 53615-200 | ATCT Contractual Services-Sta | \$0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| -221 | ATCT Water-Sewer-Strmwtr | \$1,030 | \$1,030.00 | \$911.00 | (\$119.00) | \$119.00 |
| -222 | ATCT Electricity | \$15,500 | \$15,500.00 | \$14,923.72 | (\$576.28) | \$576.28 |
| -224 | ATCT Gas & Fuel Oil | \$4,500 | \$4,500.00 | \$2,277.95 | (\$2,222.05) | \$2,222.05 |
| -225 | ATCT Telephone | \$1,500 | \$1,500.00 | \$1,096.70 | (\$403.30) | \$403.30 |
| -248 | ATCT Building Maintenance | \$15,000 | \$15,000.00 | \$7,375.35 | (\$7,624.65) | \$7,624.65 |
| Sub-Total Tower Expense | | \$37,530 | \$37,530.00 | \$26,584.72 | (\$10,945.28) | \$10,945.28 |
| 53610-810 | Capital Equipment | \$101,350 | \$101,350.00 | \$79,417.25 | (\$21,932.75) | \$21,932.75 |
| -820 | Capital Improvement | \$620,409 | \$620,409.00 | \$15,477.14 | (\$604,931.86) | \$604,931.86 |
| -829 | Other Capital Improvement | \$36,100 | \$36,100.00 | \$25,381.39 | (\$10,718.61) | \$10,718.61 |
| 58100-613 | Principal/Trust Fund | \$94,394 | \$94,394.00 | \$94,394.00 | \$0.00 | \$0.00 |
| 58200-613 | Interest/Trust Fund | \$29,535 | \$29,535.00 | \$29,535.41 | \$0.41 | (\$0.41) |
| Sub-Total Capital Expense | | \$881,788 | \$881,788.00 | \$244,205.19 | (\$637,582.81) | \$637,582.81 |
| TOTAL EXPENSE | | \$1,976,258 | \$1,976,258.00 | \$1,258,375.59 | | \$717,882.41 |
| NET OPERATING INCOME | | \$0 | \$0 | \$315,848.56 | | (\$315,848.56) |
| <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 | \$934,006 | | | | |