

CENTRAL WISCONSIN JOINT AIRPORT BOARD MEETING

Conference Room B – East Terminal Upper Level, Mosinee, Wisconsin

December 13, 2022, 8:00 a.m.

2022-2024 Board Members: Chair Dave Ladick - Portage County, Vice Chair Chris Dickinson - Marathon County, Julie Morrow - Portage County, Becky Buch - Marathon County, Tom Seubert - Marathon County, Lon Krogwold - Portage County, Kurt Kluck - Marathon County.

Mission Statement: *The mission of the Central Wisconsin Airport is to be the airport of choice by providing a safe, efficient, and competitive operating environment.*

The monthly meeting of the Central Wisconsin Joint Airport Board will have the option for members and the public to call-in via telephone conference. Airport Board members and the public may join the meeting by calling 1-469-480-4192 and enter Conference ID 586 086 871#. The conference line will be open to calls five (5) minutes prior to the meeting start time listed above.

- 1) Call to Order by Chair Ladick at 8:00 a.m.
 - a) Pledge of Allegiance
- 2) Approval of Minutes of the November 8, 2022 Board Meeting
- 3) Public Comment Period: 15-minute time limit
- 4) Recognition of Operations and Maintenance Technician III Christopher Swanson, ACE in Achieving the Designation of Airport Certified Employee - Operations from the American Association of Airport Executives
- 5) 2023 Marketing Presentation – Advance Aviation
- 6) Review and Possible Action on 2023 Parking Rate Structure
- 7) Review and Possible Action on Annual Airport Goals 2023
- 8) Staff Reports
 - a) Director Report
 - i) Air Service Update
 - ii) Statistics – November 2022
 - iii) Flight Schedule
 - b) Financial Reports
 - i) Revenues and Expenses – November 2022
 - ii) Budget Comparison
 - iii) Update on CARES Act Grants
 - c) Operations and Project Reports
 - i) Introduction – James Wood, Operations & Maintenance Supervisor
 - ii) BIL Project Update
 - iii) Update on Runway Shift Project
 - iv) Update on Terminal Area Master Plan
 - v) PFC Application and Amendment
 - vi) Update on Airport Operations
- 9) Adjournment
- 10) Next Scheduled Meeting Date: January 10, 2023 at 8:00 a.m.

Any person planning to attend this meeting who needs some type of special accommodation to participate should call the County Clerk's Office at 715-261-1500 or e-mail infomarathon@co.marathon.wi.us one business day before the meeting.

CENTRAL WISCONSIN JOINT AIRPORT BOARD MEETING MINUTES

CENTRAL WISCONSIN AIRPORT TERMINAL

Conference Room B – East Terminal Upper Level, Mosinee, Wisconsin

November 8, 2022 - 8:00 a.m.

Airport Board:	Dave Ladick, Chair – Excused Lonnie Krogwold Becky Buch – Excused Thomas Seubert	Chris Dickinson, Vice Chair Kurt Kluck - via video conference Julie Morrow
Staff:	Brian Grefe, Airport Director Julie Ulrick, Badging Coordinator Andrew Chuzles, OMT II	Mark Cihlar, Assistant Airport Director David Drozd, Finance Director
Visitors:	Karl Kemper, Becher Hoppe	Caleb Mantik, Central Wisconsin Aviation
Handouts:	October Revenue, Disbursement, Statistical and Budget Comparison Reports	

Call to Order: Meeting called to order by Vice Chair Dickinson at 8:00 a.m.

Approval of Minutes: *Motion by Krogwold, second by Morrow to approve the minutes of the September 13, 2022 board meeting. Motion carried unanimously.*

Public Comment Period: Karl Kemper with Becher Hoppe presented a plaque to the Airport Board commemorating the Runway 17/35 construction project. The plaque showcases a core sample taken from the runway that has a finished depth of 15 inches.

Recognition of Operations and Maintenance Technician II Andrew Chuzles, ACE in Achieving the Designation of Airport Certified Employee - Operations from the American Association of Airport Executives:

Andrew Chuzles last month passed his ACE certification in Airport Operations from the American Association of Airport Executives. ACE certification is one of the highest certification levels you can achieve in the field. Chuzles was congratulated by the board.

Review and Possible Action on CWA Rules & Regulations and Minimum Standards- Resolution R-02-22:

Rules & Regulations and Minimum Standards regulate permissible activities at the airport and develop and enforce business operating standards. They are considered a best practice to assure compliance with grant assurances. Rules & Regulations apply to everyone and Minimum Standards are specifically tailored to aeronautical commercial service providers. Updating the documents has been a very public process and began over a year ago, led by Liebowitz & Horton Airport Management Consultants. Corporation counsels from both counties reviewed the documents before they went out for public comment and were published on the airport's website. A virtual public meeting was then held, followed by questions and answers. CWA's Rules & Regulations and Minimum Standards have not been updated since 1984. The next steps would be to work with both county corporation counsels to update local ordinances. *Motion by Morrow, second by Krogwold to approve the Rules and Regulations including Minimum Standards as presented and direct airport staff to work with Marathon and Portage County to update the relevant county ordinances. Motion carried unanimously.*

Staff Reports:

Director Report – Brian Grefe:

Air Service Update – The Routes conference was held a few weeks back and staff was able to meet with various airlines. Delta announced at the conference they will be discontinuing service to Detroit in December due to worker and aircraft shortages. Low cost airlines continue to grow and they also utilize regional pilots which takes from the

available pilot pool. Delta is planning to utilize the larger CRJ-900 aircraft beginning in January, keeping available seats relatively the same. The 70-seat CRJ-900 offered First Class, Delta Plus, Regular Economy and coach classes. Airlines recognize the good performance and high load factors at CWA, but simply do not have the pilots or aircraft at this point to continue some flights. American will be adding one flight for the month of December and may have additional sporadic flights in the near future. American may be retiring the Embraer 145s and transition to CRJ-200s.

Statistics – The October statistical report shows ATC operations down .4% on the month, down 7.1% on the year. Enplanements were down 30.5% on the month and down 17.2% on the year. Load factors ranged from 82.4% to 94.9%.

Flight Schedule – The November flight schedule remains at five daily flights. Delta’s Detroit flight will be suspended in December and they plan to upgauge aircraft in January.

Legislative Update – Congress approved a continuing resolution to fund the government through December 16th, which will go to the president to be signed into law. The House also passed the Preventing PFAS Runoff at Airports Act, which would temporarily increase the AIP federal cost share to 100 percent for in-line proportioner testing systems, eliminating the need for AFFF to be discharged onto the ground or into a collection and containment vessel. It would also direct the FAA to identify options for reimbursing airports that already acquired these devices without federal funding. The Senate passed the Expedited Delivery of Airport Infrastructure Act of 2021 which will allow airports to use up to \$1 million in AIP funds to incentivize a contractor to complete an AIP-funded project early.

Marathon County Compensation Study – Marathon County compensation study is complete and was approved by the County Board. An internal analysis was conducted to compare CWA positions to the study.

Financial Reports – Dave Drozd:

Revenues and Expenses – October revenues end at 64.6% of budget with parking and terminal rent low due to fewer flights. PFCs end at 131.4%. CFC revenues did not get deposited in time for the report and current figures will be available for the November report. Disbursements end at 61.1% of budget. Supplies and expenses end at 46.2% and may see increases for additional deicing material supplies.

Budget Comparison – The October budget summary ends the month with a deficit, but CARES, ARPA and CRSSA grant funds are not reflected in the report. Debt service has been paid for 2022 with CRSSA grant funds and payroll expenses have been paid with CARES grant funds. Approx \$2.7 million remains in grant funding to carry over for 2023.

Tom Seubert arrived at 8:49 a.m.

Operations & Project Reports – Mark Cihlar:

Update on Runway Shift Project – FAA grants were received for full funding of the runway shift project. The grant included about half the design costs in the 2022 grant, saving AIP entitlement funds that would have been utilized in 2023. Construction is anticipated to begin in January or February.

Update on Terminal Area Master Plan – A Terminal Area Master Plan kickoff meeting was held in September, led by Mead & Hunt consultants. Public activities were planned, including two technical advisory committee meetings and public meetings that will begin after the first of the year. A funding opportunity through the Infrastructure Act is available for full funding of the ATC upgrade project, which would include upgrades to equipment and facilities.

Update on Airport Operations – One of the two supervisors on staff announced his retirement in October and the hiring process began. A qualified supervisor did apply and has accepted an offer. He is a former employee of the airport and has extensive relevant experience in the field. Winter equipment is ready to go and training new staff has been the focus. The Productivity Advantage hangar project was completed in October and staff have moved into the facility.

ROLL CALL VOTE TO GO INTO CLOSED SESSION pursuant to Wis. Stat. 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 contract and annual performance appraisal of Airport Director Brian Grefe:

9:03 a.m. Motion by Krogwold/Morrow to move into closed session. Roll call vote: Dickinson, Krogwold, Morrow, Seubert, Kluck. All ayes.

MOTION TO RETURN TO OPEN SESSION (No Roll Call vote needed):

10:19 a.m. Motion by Seubert, second by Krogwold to return to open session. Motion carried unanimously. Motion by Seubert, second by Krogwold to approve the employment contract as modified and submit the performance evaluation to Marathon County. Motion carried unanimously.

Adjournment: 10:25 a.m. Motion by Morrow, second by Krogwold to adjourn. Motion carried unanimously.

Next Scheduled Meeting Date: December 13, 2022 at 8:00 a.m.

Julie Ulrick, Recording Secretary



Agenda Item Summary

Airport Board Meeting Date: December 13, 2022

Agenda Item Title: #6) Review and Possible Action on 2023 Guest Parking Lot Rate Adjustment

Staff Responsible: David Drozd, Finance Director

Background:

- In August of 2020, the Joint Airport Board approved a parking lot rate structure that included a \$8/daily rate, along with a maximum \$40/weekly rate. This coincided with installation of the new TIBA/Tapco revenue control system. This weekly rate offered a 2-day discount on guest parking for the 6th and 7th day.
- CWA staff conducted a survey of other airports in our region regarding parking fees and programs as a comparative for review. See attached Parking Rate Sheet as of December 6, 2022.
- Costs of maintaining parking lots have increased in the past two years. A few examples are listed below:

○ Traffic Paint	2020 cost \$11.15/gallon	2022 cost \$14.11/gallon	26% increase
○ Sealcoating	2020 cost \$1.25/sqft	2022 cost \$1.65/sqft	32% increase
○ Diesel Fuel	2020 cost \$2.29/gallon	2022 cost \$3.77/gallon	64% increase

- To offset the increased costs of operating and maintaining the parking lots, we recommend the following parking rates structure.

- *\$9/day with a maximum \$45/week rate*

Timeline: If approved by the Joint Airport Board, the new rate structure would be programmed into the system for a March 1, 2023 implementation. This will allow ample time to communicate this change and make modifications to our parking lot signage.

Financial Impact: The net effect of the increase may lead to a small increase in revenue based on current numbers, but more importantly it will allow continued maintenance and preservation of the surface lots to realize the maximum life expectancy.

Contributions to Airport Goals: This proposed rate increase will allow us to maintain the current infrastructure. This is a key part of the 2022 Goal #2 of Engage in Business Planning. This will also help us maintain long-term sustainability.

Recommended Action: Airport staff recommend approving the parking lot increase effective March 1, 2023.

Attachment: Parking Rate Comparison as of December 6, 2022.

Parking Rates - WI, MN, IL

As of December 6, 2022

CODE	NAME	STATE	PREMIER FREE	PREMIER HOURLY	PREMIER MAXIMUM	ECONOMY DAILY RATE	WEEKLY REDUCED RATE	OTHER/COMMENTS
ATW	Appleton International	WI	30 min	\$1.00 /half hour	\$15.00 /day	\$8.00	\$40.00	
EAU	Chippewa Valley Regional	WI	4 hrs			\$7.00		
GRB	Austin Straubel International	WI		\$1.00 /half hour	\$15.00 /day	\$8.00	\$40.00	
LSE	LaCrosse Regional	WI	20 min	\$2.00 /first hour \$1.00 /half hour	\$11.00 /day	\$8.00		
MSN	Dane County Regional	WI		\$2.00 /hr up to 6 hrs \$14.00 /6 to 24 hrs	\$16.00 /day	\$6 \$8 \$10		
RHI	Rhineland-Oneida County	WI	4 hrs		\$7.00 /day	\$7.00		
MKE	Mitchell International	WI		\$2.00 /hr	\$8-\$24 /day	\$8 - \$24		
MSP	Minneapolis-St. Paul	MN		\$5.00 1st hr then \$3/hr		\$21 \$28		
RST	Rochester	MN	30 min	\$1.00 /half hour	\$9.00 /day	\$9.00	\$54.00	
DLH	Duluth International	MN		See comment section	\$13.00 /day	\$13.00	\$78.00	0-1 hr \$3 1-2 hr \$5 2-6 hr \$9
ORD	Chicago O'Hare	IL		\$3-\$4 /hr		\$15 - \$22		
MLI	Quad City/Moline International	IL		\$1.00 /first hr then \$2/hr	\$15/day - \$75/wk	\$7.00	\$35.00	

RESOLUTION No. R-03-22
APPROVING PARKING LOT RATE ADJUSTMENT
BY

Central Wisconsin Joint Airport Board

WHEREAS, Marathon County and Portage County, Wisconsin hereinafter referred to as the Joint Airport Board, each being a municipal body corporate of the State of Wisconsin, is authorized by Wis. Stat. §114.11 (1973), to acquire, establish, construct, own, control, lease, equip, improve, maintain, and operate an airport, and

WHEREAS, the Joint Airport Board desires to continue operating the Central Wisconsin Airport (CWA), Marathon County, Wisconsin, and

WHEREAS, Section 23.60(1) of the General Code of Ordinance of Marathon County authorizes the Joint Airport Board to establish rates and charges,

WHEREAS, CWA staff have determined that parking lot operating and maintenance expenses have increased significantly over the past two years, and

WHEREAS, the adjustment is necessary to meet the operational needs of the airport, and

THEREFORE, BE IT RESOLVED, by the Joint Airport Board that the guest parking rates be adjusted to \$9/day with a maximum of \$45/week effective March 1, 2023.

DATED this 13th day of December, 2022

Central Wisconsin Joint Airport Board Chair



Agenda Item Summary

Airport Board Meeting Date: December 13, 2023

Agenda Item Title: #7) Review and Possible Action on Airport Annual Goals for 2023

Staff Responsible: Brian Grefe, Airport Director

Background: The Central Wisconsin Joint Airport Board has been setting annual goals for the airport since 2017. In addition to setting strategic and technical goals for the organization, these annual goals are used extensively throughout the year. These integrate in nearly everything we do. These goals will be incorporated into annual goals for every staff position, where applicable. Also, every time an action is requested from the Joint Airport Board, the Agenda Item Summary explains if and how the action ties into the annual goals.

On December 7, 2022, the annual planning session was held at the Central Wisconsin Airport. It was facilitated by Steve Smith, retired Campus Dean of Mid-State Technical College. Participants included airport board and staff. The objective of the planning session was to identify and recommend, to the airport board, a reasonable number of goals that have the biggest impact on the airport that work toward the Mission/Vision statements. The initial exercise consisted of a “walkabout” of the 2022 goals and a “what else” statement. This process generated seven goals: improve communication throughout the airport, improve passenger experience, increase general aviation activity and awareness, retain employees, engage with airlines to increase total available seats, stay off Counties’ tax levy, and update mission/vision statements. From that point, Mr. Smith’s “Radar Diagram” exercise narrowed down which of these goals had the most impact on the airport and would ultimately become the recommendation for today. The goals presented today are: Engage with airlines to increase total available seats, improve communication throughout the airport, increase general aviation activity and awareness, retain employees, and improve the guest experience.

Timeline: The CWA Annual Goals for 2023 will begin immediately.

Financial Impact: Any expenses that arise out of the annual goals will be worked into the existing budget. Some of these goals will help meet the revenues budgeted for 2023.

Contributions to Airport Goals: This is establishing the 2023 Annual Airport Goals.

Recommended Action: Airport Staff recommend approving the CWA Annual Goals for 2023 as presented.

Attachment(s): CWA Annual Goals 2023, Mission/ Vision Statement



CWA Annual Goals 2023

GOAL #1: Engage with Airlines to Increase Total Available Seats			
Action Step	Benefit/Measure of Success	Necessary Resources	Potential Challenges
<i>What needs to be done?</i>	<i>How will this benefit the airport?</i>	<i>What do you need in order to complete this step?</i>	<i>Are there any potential challenges that may impede completion? How will you overcome them?</i>
Analyze travel patterns in catchment area to determine opportunities	Passenger numbers drive most of the revenues at the airport. Additional seats will allow for additional passengers. Additional passengers will increase revenues to parking, rental cars, concessions, and PFCs.	We have sufficient budget allocated for 2023. In addition, the SCASDP Grant and our incentive program position us very well to be successful. This will require commitment from the airlines and support from the community.	1. The retirement of the 50 seat jet that puts us in a position where we need to upgauge. Upgaging may reduce frequency in the short term, i.e.. Delta's decision to suspend DTW. 2. The national pilot shortage is affecting small regional airports most. There may not be enough pilots to meet our demand.
Increase meaningful communications with existing airlines			
Pursue Low Cost Carrier Service to CWA			
Communicate with business groups and public regarding any changes to air service.			
Market the additional seat availability			

GOAL #2: Improve Communication Throughout Airport			
Action Step	Benefit/Measure of Success	Necessary Resources	Potential Challenges
<i>What needs to be done?</i>	<i>How will this benefit the airport?</i>	<i>What do you need in order to complete this step?</i>	<i>Are there any potential challenges that may impede completion? How will you overcome them?</i>
Establish procedures to improve communication during shift changes	Success will be measured by a general sense of understanding what is going on and what needs to be done. This includes airport staff and airport tenant partners. A well informed team will be more efficient and better suited to meet the needs of our guests.	To achieve this, we will need commitment from the CWA team and partners to work together to achieve this goal.	Communications is a two way process. In order for communication to work, there needs to be a desire to know or learn and a general sense of curiosity from all team members. Everyone needs to be engaged.
Improve content of work orders by including more details			
Research capabilities of Aerosimple to improve communications			
Develop format for tenant maintenance requests to ensure adequate information is obtained to complete the task			

GOAL #3: Increase GA Activity and Awareness

Action Step	Benefit/Measure of Success	Necessary Resources	Potential Challenges
<i>What needs to be done?</i>	<i>How will this benefit the airport?</i>	<i>What do you need in order to complete this step?</i>	<i>Are there any potential challenges that may impede completion? How will you overcome them?</i>
Host fly-in events, community aviation events, military events	An increase in general aviation will increase tower counts, build better awareness in the GA community, and potentially lead to more development at the airport. Community aviation events would increase awareness and support Central Wisconsin Aviation.	The biggest resource needed is staff time to market/promote events and partner with the FBO. Depending on the size and scale of event some marketing or promotional items may be necessary.	Available staff and FBO time could limit success. There also needs to be general aviation interest and buy-in.
Reach out to various GA flying group			
Explore GA training seminar opportunities			
Support the FBO's GA initiatives			

GOAL #4: Retain Employees

SUB-GOAL: Employee Recognition

Action Step	Benefit/Measure of Success	Necessary Resources	Potential Challenges
<i>What needs to be done?</i>	<i>How will this benefit the airport?</i>	<i>What do you need in order to complete this step?</i>	<i>Are there any potential challenges that may impede completion? How will you overcome them?</i>
Identify ways to show employees appreciation for tasks completed well	Experienced, motivated employees add to the airport's collective knowledge. They reduce expenses by limiting new employee training and on the job learning. It generally takes a minimum of 3 years to fully understand the jobs at the airport.	No additional resources are needed to accomplish this sub-goal. From a staff level, there will be a willingness to share ideas and thoughts.	Total available staff time and willingness to commit to these ideas are the only potential challenges.
Increase/improve employee engagement and recognition opportunities			
Develop and Implement the new Leadership Program			
Continue and explore new culture and teambuilding events			

SUB-GOAL: Create a Culture of Safety			
Action Step	Benefit/Measure of Success	Necessary Resources	Potential Challenges
<i>What needs to be done?</i>	<i>How will this benefit the airport?</i>	<i>What do you need in order to complete this step?</i>	<i>Are there any potential challenges that may impede completion? How will you overcome them?</i>
Support development of the county safety program initiative	A safe work environment is crucial to job satisfaction and retention. A safe work place will reduce costs and time away from work.	This is a Marathon County led initiative. CWA will need to commit staff time to support this program.	Total available staff time and commitment from Marathon County are potential challenges.
Implement new safety initiatives			
Revise approach to safety training			

GOAL #5: Improve the Guest Experience			
Action Step	Benefit/Measure of Success	Necessary Resources	Potential Challenges
<i>What needs to be done?</i>	<i>How will this benefit the airport?</i>	<i>What do you need in order to complete this step?</i>	<i>Are there any potential challenges that may impede completion? How will you overcome them?</i>
Provide Industry leading guest service	CWA's facilities set us apart from any other airport in the state. Providing for the best guest experience will help to retain existing customers and attract new customers when additional seats are available. This will be measured by observation, and guest comments and reviews.	This will require commitment from every team member and support from tenant. Some of the guest experience items will require a significant financial investment. As the terminal remodel is coming up on its 10 year anniversary some items will need replacement.	Funding for high cost improvements may be a challenge.
Maintain facilities to like-new condition			
Improve vehicle access and curb appeal			
Maintain industry leading cleanliness			
Plan for improvements to the GA guest experience			
Go above and beyond for every guest			

MISSION STATEMENT

The mission of the Central Wisconsin Airport is to be the airport of choice by providing a safe, efficient, and competitive operating environment.

VISION STATEMENT

Our vision is to empower our Team to lead the organization in providing exceptional service.

**CENTRAL WISCONSIN AIRPORT STATISTICAL REPORT
SUMMARY - NOVEMBER 2021 - 2022**

08-Dec-22

	2021 MONTH	2022 MONTH	% CHGE. 21-22	2021 Y-T-D	2022 Y-T-D	% CHGE. 21-22
ACTUAL LANDINGS						
AMERICAN	56	58	3.6%	682	649	-4.8%
UNITED	31	0	-100.0%	525	3	-99.4%
DELTA	118	88	-25.4%	1,385	1,025	-26.0%
CHARTERS	0	0	0.0%	6	11	83.3%
TOTAL OPERATIONS	410	292	-28.8%	5,196	3,376	-35.0%
ATCT OPERATIONS	944	972	3.0%	12,674	11,871	-6.3%
AIRLINE CANCELLATIONS						
AMERICAN	0	1	100.0%	8	7	-12.5%
UNITED	0	0	0.0%	2	0	-100.0%
DELTA	0	1	100.0%	2	1	-50.0%
TOTAL CANCELLATIONS	0	2	100.0%	12	8	-33.3%
ENPLANED PASSENGERS						
AMERICAN	2,090	2,523	20.7%	26,022	29,265	12.5%
UNITED	1,268	0	-100.0%	18,719	133	-99.3%
DELTA	4,405	3,367	-23.6%	42,435	41,398	-2.4%
CHARTERS	0	0	0.0%	502	1,232	145.4%
TOTAL ENPLANED PASSENGERS	7,763	5,890	-24.1%	87,678	72,028	-17.8%
DEPLANED PASSENGERS						
AMERICAN	2,330	2,420	3.9%	25,079	27,852	11.1%
UNITED	1,288	0	-100.0%	18,688	74	-99.6%
DELTA	4,475	3,534	-21.0%	42,168	41,880	-0.7%
CHARTERS	0	0	0.0%	502	1,232	145.4%
TOTAL DEPLANED PASSENGERS	8,093	5,954	-26.4%	86,437	71,038	-17.8%
AIR FREIGHT - AMERICAN	0	20	100.0%	699	1,599	128.8%
AIR FREIGHT - UNITED	0	0	0.0%	0	0	0.0%
AIR FREIGHT - DELTA	0	0	0.0%	18,258	0	-100.0%
TOTAL AIRFREIGHT - AIRLINES	0	20	100.0%	18,957	1,599	-91.6%
TOTAL AIRFREIGHT - GENERAL AVIATION	132,985	141,769	6.6%	1,600,527	1,624,786	1.5%
AIRLINES & GEN AVIATION - AIR FREIGHT	132,985	141,789	6.6%	1,619,484	1,626,385	0.4%

LOAD FACTOR-CURRENT MONTH	SEATS	PAX	FACTOR
AMERICAN	2,900	2,523	87.0%
DELTA	4,400	3,367	76.5%

Central Wisconsin Airport – Flight Schedule

December 13, 2022



<u>Arrivals – Delta</u>				<u>Departures – Delta</u>			
4720	15:20	from MSP	CRJ	4799	06:45	to MSP	CRJ
5099	20:59	from MSP	CRJ	4720	16:00	to MSP	CRJ



<u>Arrivals – American Eagle</u>				<u>Departures – American Eagle</u>			
4241	10:47	from ORD	ERJ	3788	06:00	to ORD	ERJ
3535	14:23	from ORD	ERJ	3755	11:09	to ORD	ERJ
3541	20:28	from ORD	ERJ	3535	14:42	to ORD	ERJ

Upcoming Charter Schedule

December 6 – Sun Country to Laughlin (Wojo)

MSP = Minneapolis
 ORD = Chicago O’Hare

Total CWA Flights Daily = 5

CENTRAL WISCONSIN AIRPORT
REVENUE 2022

08-Dec-22

	BUDGET 2022	MONTH OF NOVEMBER	YEAR TO DATE	% OF BUDGET
5409-53 FUEL SALES	\$34,000	\$0	\$26,630	78.3%
5410-53 FUEL FLOWAGE	\$55,000	\$0	\$25,280	46.0%
5411-53 LANDING FEES	\$355,000	\$20,907	\$214,542	60.4%
5418-53 RAMP CHARGES	\$55,000	\$3,947	\$44,053	80.1%
AIRFIELD	\$499,000	\$24,854	\$310,504	62.2%
5422-56 UTILITIES	\$450	\$0	\$0	0.0%
CONTROL TOWER	\$450	\$0	\$0	0.0%
5412-55 RENT	\$100,000	\$1,620	\$76,836	76.8%
5422-55 UTILITIES	\$0	\$0	\$0	0.0%
HANGAR	\$100,000	\$1,620	\$76,836	76.8%
5497-57 LABOR-CWA	\$1,000	\$0	\$2,828	282.8%
5498-57 MATERIALS-CWA	\$200	\$0	\$0	0.0%
5499-57 MISC-CWA	\$2,000	\$300	\$380	19.0%
MAINTENANCE SHOP	\$3,200	\$300	\$3,208	100.3%
5412-54 RENT	\$30,000	\$2,655	\$29,205	97.4%
5414-54 FARM LAND RENT	\$80,000	\$44,800	\$108,490	135.6%
5417-54 HWY BILLBOARDS	\$9,800	\$0	\$9,832	100.3%
5422-54 UTILITIES	\$0	\$0	\$0	0.0%
5432-54 CORPORATE HANGAR	\$190,000	\$7,756	\$193,532	101.9%
NET LEASE	\$309,800	\$55,212	\$341,059	110.1%
5440-51 PARKING	\$1,100,000	\$66,766	\$767,432	69.8%
5412-52 RENT	\$1,270,000	\$110,770	\$911,319	71.8%
5416-52 ADVERTISING	\$18,000	\$0	\$18,252	101.4%
5422-52 UTILITIES	\$39,550	\$3,048	\$30,306	76.6%
5431-52 SECURITY	\$5,000	\$0	\$0	0.0%
5499-52 MISCELLANEOUS	\$23,000	\$2,583	\$16,460	71.6%
TERMINAL BUILDING	\$1,355,550	\$116,401	\$976,337	72.0%
TOTAL	\$3,368,000	\$265,153	\$2,475,375	73.5%
1210 SALES TAX DISCOUNT	\$0	\$0	\$218	
8110 INTEREST ON INVEST	\$15,000	\$0	\$24,397	
8310 SALE FIXED ASSETS	\$72,000	\$26,400	\$26,400	
8350 INS RECOV	\$0	\$0	\$0	
8400 OTHER MISC REV	\$0	\$0	\$98	
8413 WORKERS COMP REIMB	\$0	\$0	\$0	
GRAND TOTAL	\$3,455,000	\$291,553	\$2,526,488	73.1%

5419-53 PASSENGER FAC. CHGS.	\$200,000	\$35	\$262,903	131.5%
8110 PFC INTEREST	\$2,500	\$0	\$2,055	82.2%
TOTAL PASSENGER FACILITY CHGS.	\$202,500	\$0	\$264,958	130.8%
5420-52 CFC CAR RENTAL FEES	\$210,200	\$32,912	\$137,408	65.4%

**CENTRAL WISCONSIN AIRPORT
DISBURSEMENTS - NOVEMBER 2022**

	2022 BUDGET	THIS MONTH	2022 YTD	YTD % of BUDGET
PERSONAL SERVICES				
SALARIES	\$408,162.00	\$32,512.62	\$424,499.71	104.0%
WAGES	\$783,409.00	\$60,051.24	\$628,427.99	80.2%
EMPLOYEE BENEFITS	\$14,500.00	\$872.06	\$5,506.00	38.0%
EMPLOYER CONTRIBUTIONS	\$471,935.00	\$35,273.33	\$390,323.56	82.7%
SUB TOTAL	\$1,678,006.00	\$128,709.25	\$1,448,757.26	86.3%
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$216,500.00	\$19,430.78	\$131,156.57	60.6%
UTILITY SERVICES	\$257,000.00	\$34,452.64	\$242,771.94	94.5%
REPAIR-MAINT/STREETS	\$10,000.00	\$0.00	\$6,999.56	70.0%
REPAIR-MAINT EQUIP/BUILDINGS	\$95,000.00	\$7,962.63	\$58,982.44	62.1%
CONTRACTUAL SERVICES	\$190,000.00	\$12,996.21	\$193,074.71	101.6%
SUB TOTAL	\$768,500.00	\$74,842.26	\$632,985.22	82.4%
SUPPLIES & EXPENSES				
OFFICE SUPPLIES	\$8,000.00	\$157.53	\$4,984.74	62.3%
ADVERTISING/MEMBERSHIP/DUES	\$96,100.00	\$3,670.00	\$69,796.23	72.6%
TRAVEL	\$21,100.00	\$309.72	\$14,524.42	68.8%
OPERATING SUPPLIES	\$223,000.00	\$5,060.04	\$64,692.87	29.0%
REPAIR/MAINT SUPPLIES/GASOLINE	\$171,000.00	\$37,140.45	\$139,682.24	81.7%
CONSUMABLE TOOLS/SUPPLIES	\$6,000.00	\$0.00	\$5,292.50	88.2%
SUB TOTAL	\$525,200.00	\$46,337.74	\$298,973.00	56.9%
BUILDING MATERIALS				
METAL PRODUCTS	\$2,500.00	\$249.94	\$969.53	38.8%
WOOD PRODUCTS	\$500.00	\$0.00	\$0.00	0.0%
RAW MATERIALS/RWY PAINT	\$20,000.00	\$0.00	\$37,648.79	188.2%
ELECT FIXTURES/RWY SIGNS	\$5,000.00	\$0.00	\$1,231.28	24.6%
ASPHALT/ASPHALT FILLER	\$40,000.00	\$0.00	\$6,534.41	16.3%
SUB TOTAL	\$68,000.00	\$249.94	\$46,384.01	68.2%
FIXED CHARGES				
INSURANCE/OTHER LOSSES	\$93,794.00	\$0.00	\$92,464.00	98.6%
CAPITAL OUTLAY				
CAPITAL EQUIPMENT	\$466,500.00	\$53,761.98	\$286,228.74	61.4%
CAPITAL IMPROVEMENTS	\$1,700,000.00	\$0.00	\$758,233.42	44.6%
SUB TOTAL	\$2,166,500.00	\$53,761.98	\$1,044,462.16	48.2%
TOTALS	\$5,300,000.00	\$303,901.17	\$3,564,025.65	67.2%

2021-2022 CWA Budget Summary YTD - November

	<u>November YTD - 2022</u>	<u>November YTD - 2021</u>	<u>% CHANGE</u>
Airfield	\$310,504	\$444,303	
Control Tower	\$0	\$263	
Hangar	\$76,836	\$84,421	
Maintenance Shop	\$3,208	\$2,222	
Net Lease	\$341,059	\$297,385	
Parking	\$767,432	\$784,363	
Terminal Area	\$976,337	\$1,008,837	
Misc.	\$51,113	\$55,889	
Total Revenues	\$2,526,489	\$2,677,683	-5.65%
Personal Services	\$1,448,757	\$1,370,152	
Contractual Services	\$632,985	\$549,181	
Supplies and Expense	\$298,973	\$333,885	
Building Materials	\$46,384	\$54,213	
Fixed Charges-Insurance	\$92,464	\$84,681	
Capital Outlay	\$1,044,462	\$221,685	
Total Expenses	\$3,564,026	\$2,613,797	36.35%
Revenue over Expense	-\$1,037,537	\$63,886	

**Central Wisconsin Airport
CARES Act Summary**

as of 12/8/2022

Item	CARES Act	DELPHI Paid Date
<i>Payroll</i>		
2020 Payroll - 1/26/2020 thru 7/25/2020	\$ 746,063.59	9/24/2020
2020 Payroll - 7/26/2020 thru 11/28/2020	\$ 490,136.41	1/5/2021
2020/21 Payroll - 11/29/2020 thru 04/03/2021	\$ 499,927.80	5/30/2021
Janauary 2022 Payroll	\$ 124,349.78	4/4/2022

<i>Debt Service</i>		
2020 Debt Service	\$ 534,697.00	12/23/2020
2021 Debt Service	\$ 739,384.00	2/25/2022

<i>Major Operating Expenses</i>		
ARFF Truck Foam Test Cart	\$ 7,010.00	9/16/2020
CWA Drive and Parking Lot Asphalt Seal Coat	\$ 58,142.50	9/11/2020
Runway Broom Bristle Stock for 2020/2021 Winter	\$ 17,233.00	9/11/2020
Pickup Truck CWA 5	\$ 34,003.00	9/16/2020
Hand-held FM Radios	\$ 38,008.68	9/11/2020
FBO Roof/Office Repairs	\$ 15,604.00	2/8/2021
Parking Lot Revenue Control Upgrade - Equipment Only	\$ 126,216.00	2/9/2021
Utility Reimbursement 2/2020 thru 3/2021	\$ 203,135.93	5/30/2021
Center Terminal Elevator Repair	\$ 13,808.64	2/4/2021
Utility Reimbursement 4/2020 thru 12/2021	\$ 121,345.60	2/3/2022
Solid Runway Deicer	\$ 40,112.80	2/7/2022
Liquid Runway Deicer	\$ 22,077.96	2/7/2022
Solid Runway Deicer	\$ 30,643.94	2/7/2022
ATCT Voice Recorder Upgrade	\$ 8,429.00	2/7/2022
	\$ 3,870,329.63	

Total CARES Grant Funding	\$ 3,881,225.00	
Reimbursements received	\$ 3,870,329.63	
Balance Available		\$ 10,895.37

Less:

Pending (Submitted Close-out 12/22)		
2022 Ops & Mnt Expenses	\$ 10,895.37	
	\$ 10,895.37	
CARES Balance		\$ (0.00)

**Central Wisconsin Airport
CARES 2 (CRSSA) Act Summary**

as of 12/8/2022

Item	CARES 2 Act	DELPHI Paid Date
<i>Payroll</i>		
2022 February Payroll	\$ 122,449.70	4/4/2022
2022 April Payroll	\$ 136,793.17	12/2/2022

<i>Debt Service</i>		
2022 Debt Service 2010 Airport Recovery Bond	\$ 770,100.00	6/17/2022
2022 GO Debt Service	\$ 467,692.67	11/7/2022

<i>Major Operating Expenses</i>		

Total CARES 2 Grant Funding	\$ 1,561,985.00	
Reimbursements received	\$ 1,497,035.54	
Balance Available		\$ 64,949.46

Less:

Pending

\$ -
<u>\$ -</u>

CARES 2 Balance		<u>\$ 64,949.46</u>
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**Central Wisconsin Airport
CARES 3 (ARPA) Act Summary**

as of 12/8/2022

Item	CARES 3 Act	DELPHI Paid Date
<i>Payroll</i>		
2022 March Payroll	\$ 128,447.31	11/7/2022

<i>Debt Service</i>		

<i>Major Operating Expenses</i>		

Total CARES 3 Grant Funding	\$ 2,209,388.00	
Reimbursements received	\$ 128,447.31	
Balance Available		\$ 2,080,940.69

Less:

Pending

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CARES 3 Balance

\$ 2,080,940.69