

CENTRAL WISCONSIN JOINT AIRPORT BOARD MEETING
Conference Room B – East Terminal Upper Level, Mosinee, Wisconsin
January 17, 2019, 8:00 a.m.

- 1) Call to Order by Chair Jim Zdroik at 8:00 a.m.
 - a) Pledge of Allegiance
- 2) Approval of Minutes of the December 20, 2019 Board Meeting
- 3) Public Comment Period: 15-minute time limit
- 4) Review and Possible Action on TNC Policy and Agreements
- 5) Review and Possible Action on Concourse Design Submittal Items
- 6) Staff Reports
 - a) Director Report
 - i) Statistics – December 2019
 - ii) Flight Schedule
 - iii) Ascension Spirit Update
 - iv) Legislative Update
 - v) Other Items of Interest
 - b) Operations and Maintenance Report
 - i) Hiring Update
 - ii) Winter Operations
 - iii) Other Items of Interest
 - c) Financial Reports
 - i) Revenues and Expenses – December 2019 Preliminary
 - ii) Other Items of Interest
 - d) Project Reports
 - i) Passenger Boarding Bridge Project
 - ii) Other Items of Interest
- 7) Adjournment
- 8) Next Meeting Date: February 21, 2020 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
CENTRAL WISCONSIN AIRPORT TERMINAL
Conference Room B – East Terminal Upper Level, Mosinee, Wisconsin
December 20, 2019 - 8:00 a.m.

Airport Board:	Jim Zdroik, Chair John Durham Jeff Zriny Dave Ladick	Sara Guild, Vice Chair Leonard Bayer Lonnie Krogwold
Staff:	Brian Greffe, Airport Director Dave Drozd, Finance Julie Ulrick, Badging Coordinator	Mark Cihlar, Planning & Development James Olson, Dir. of Operations & Mnt. David Trombley, Maintenance Supervisor
Visitors:	Karl Kemper, Becher Hoppe	Evan Barrett, Mead & Hunt

Meeting called to order by Chair Zdroik at 8:00 a.m.

Motion by Zriny, second by Krogwold to approve the minutes of the November 15, 2019 board meeting. Motion carried unanimously.

Public Comment Period: None

Presentation, Review and Possible Action on Airport Master Plan:

The Master Plan process began in 2016 and finalized chapters are now listed on the airport website. Evan Barrett with Mead & Hunt presented the finalized Master Plan that will be submitted to the FAA for approval. The Agenda Item Summary and the Airport Layout Plan (ALP) will be forwarded to both full county boards for review. Key milestones of the Master Plan process included holding three Technical Advisory Committee meetings and two public open houses, development and selection of preferred alternatives, and extensive coordination with the FAA, resulting in a finalized Master Plan and draft ALP. If all projects are built, total costs are estimated to be around \$99.1 million through 2035 and funding eligibility is expected at 24% FAA entitlement grants, 11% State funds, 10.5% local share and 54% in FAA discretionary grant funding or other sources to be determined. Approval today does not mandate any projects. The preferred runway concept design would benefit the airport by increasing the length of runway 8/26. Most airfield equipment will need to be relocated so phasing of the project will be critical. The next steps include submitting the draft ALP to the FAA for comment and the finalized Master Plan for approval. ***Motion by Durham, second by Ladick to approve the airport Master Plan as presented. Motion carried unanimously.***

Review and Possible Action on Snow Removal Equipment Purchase Contract:

The large loader that was sold and replaced by the newly purchased one approved at the November meeting sold on the Wisconsin Auction site for \$98,000 as-is, with the anticipated sale amount being \$60,000-\$70,000. 90% of those funds are considered federal funds and the amount would be withheld from project costs on the next AIP grant. Staff identified a gap in capabilities for moving snow in parking lot stalls, where the current primary equipment is too large to safely remove snow from the stalls as cars leave. Purchasing proper equipment for the task was a priority in the 2020 budgeting process, but other capital items were prioritized and the equipment was moved to a possible 2021 purchase. The amount would be budgeted for in 2021 to ensure funds are reserved for AIP projects. ***Motion by Bayer, second by Krogwold to approve the purchase of a compact wheel loader utilizing funds from the sale of the large loader and using budgeted 2021 airport general funds to reimburse the AIP fund deficit. Motion carried unanimously.***

Staff Reports:

Director Report – Brian Grefe:

Statistics – The November 2019 statistical report shows enplanements at a 4.7% increase on the month and an impressive 13.7% increase on the year. Total operations are up 3.8% on the year, with ATC up 7.5% on the year. Cancellations are down for November mainly due to more cooperative weather. Load factors range from 68.7% to 74.8%.

Flight Schedule – Grefe met with Frontier last week and they are doing extremely well out of Green Bay and are looking to expand overall. CWA would be the smallest market they operate out of, but there is some opportunity. The flight schedule reflects the drop of one MSP flight through the holiday season and it is expected to return in March.

Ascension Spirit Update – Ascension Spirit Medical Transport construction crews are working on footings and steel is expected to be delivered mid-January. Progress will continue through the winter and they are happy to be onsite.

Legislative Update – House and Senate Appropriations Committee leaders indicated yesterday afternoon that they have reached a tentative deal on FY 2020 appropriations bills to fund the government for the remainder of the fiscal year, which runs through September 30, 2020. Funding should include the traditional \$3.35 million in AIP with an increase of \$400 million for the year.

House and Senate lawmakers this week unveiled the details of a final Department of Defense authorization bill that rejects a proposal that would have required EPA to designate certain chemicals in firefighting foam as hazardous materials under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). The House passed the final defense bill on Wednesday. The Senate is scheduled to hold a procedural vote on the bill Monday afternoon and is expected to clear the measure for President Trump's signature by the end of the week.

Operations and Maintenance Report – James Olson:

Electric Vehicle Charging Stations – The airport has been receiving inquiries about electric vehicle charging stations. To better accommodate travelers with electric vehicles maintenance has setup two parking stalls capable of charging with a standard 110 volt adapter.

Hiring Update – David Trombley was introduced as the new maintenance supervisor. Trombley comes to us with a lot of airline experience having worked for American and TSA and he will be focusing on airfield operations training. A contingent offer has been made to an experienced applicant for the full-time OMT position. Staff continues to look for seasonal help, but are finding it difficult.

Shop Remodel Completion – The maintenance shop operations center has recently been upgraded to replace aged cabinets, flooring, the large training table and chairs.

Other Items of Interest – The compact wheel loader purchase will also benefit crews removing snow around the boarding bridges and baggage areas.

Financial Reports – Dave Drozd:

Revenues and Expenses – Revenues for November are doing well and end the month at 98.5% of budget. PFCs end the month at 115.9% with CFCs at 121.3%. December weather will have an impact on next month's numbers.

Disbursements – Disbursements for November end the month at 88.8%. Restaurant repair expenses had an impact on the repair and maintenance equipment/buildings account. Supplies and expenses category will increase through December and funds from personal services will be used to cover the overages. Capital outlay reflects all purchases from this year and residual funds were used to replace the shop pressure washer.

Project Reports – Mark Cihlar:

Passenger Boarding Bridge Project – The project is coming along nicely and change order work has been approved. Crews will continue work after the holidays. The heating unit on bridge #4 has had issues and crews are having difficulty getting it to run consistently. Local vendors are able to come work on it while the contractor is gone through the holidays. Tires on the bridges have been working in the snow to date, which was a concern early on. The contractor will return onsite through January and possibly February. One bridge is not meeting ADA requirements as specifications required and crews will return in spring to adjust. It does not affect its operation.

Concourse Renovation Project – Construction is anticipated to begin in January and a new project manager is being assigned by JH Findorff.

Other Items of Interest – A draft ALP copy has been uploaded to the airport website for viewing. Several staff members went to MSP to look at one vendor’s parking equipment and a second vendor will be looked at in early January.

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:

9:23 a.m. Motion by Zriny, second by Ladick to move into closed session. Roll Call vote: Bayer, Krogwold, Zriny, Zdroik, Guild, Durham, Ladick. All ayes.

MOTION TO RETURN TO OPEN SESSION (No Roll Call vote needed). Discussion, Possible Action and/or Announcements from Closed Session Item:

10:02 a.m. Motion by Krogwold, second by Guild to return to open session. Motion carried unanimously. No discussion, action or announcements from closed session.

The next regular session of the Board is scheduled for January 17, 2020 at 8:00 a.m.

10:03 a.m. Motion by Krogwold, second by Bayer to adjourn. Motion carried unanimously.

Julie Ulrick, Recording Secretary



Agenda Item Summary

Airport Board Meeting Date: January 17, 2020

Agenda Item Title: #4) Review and Possible Action on TNC Policy and Agreements

Staff Responsible: Brian Grefe, Airport Director.

Background: Transportation Network Carriers (TNC) such as Uber and Lyft are rapidly changing the ground transportation environment at airports in the U.S. They offer a highly valued, on demand service that airport customers are choosing in increasing numbers. This migration toward TNCs impacts all other forms of airport ground transportation, including: taxicabs, rental cars, and airport parking services.

TNCs have been around for several years, but only available at the Central Wisconsin Airport for about a year. Since their arrival TNC usage has continued to grow. Like other airports, CWA has noticed a correlative impact on other forms of ground transportation. One of our taxicab companies has chosen to no longer serve the airport. Also, while parking revenues are increasing, they are not increasing commensurate with the increase in total passengers.

As a public airport we are tasked with creating a fair and reasonable operating environment for all tenants including ground transportation providers. Therefore we cannot allow TNC to operate at the Central Wisconsin Airport free of charge. Another factor to consider is Wisconsin State law prohibits airports from charging TNCs more than taxicab companies. Our remaining taxicab company pays a flat fee for its operations. On a per trip basis that roughly equals \$2.32 each way based on 2019 activity. Because of the flat fee, that per trip amount could go up or down based on usage. A flat fee for TNCs is a bad option. Because their business model is rapidly growing, they could potentially have 20% - 30% of the ground transportation market in the coming years. This shift in the ground transportation environment could potentially have a drastic impact on airport revenues if not properly administered. It is because of these considerations that the airport industry recommends using a "per trip" fee structure and charging for both passenger pick up and drop off. That way if TNCs continue to gain market share of the ground transportation environment, airport revenues will be preserved.

Airport staff, Uber, and Lyft have been engaged in negotiations since late summer 2019 to come up with an operating agreement that 1. Creates a fair and reasonable operating environment for all ground transportation providers, 2. Preserves airport revenues, and 3. Does not price TNC's out of the market. The contract presented to you today has a \$1.00 per trip fee. This fee would be applied to pick up and drop off of paying customers. Once the contract is signed, TNCs will establish a geo-fence around the airport property and self-report all trips.

Once the agreement is in place airport staff will be able to market Uber and Lyft on its website. Adding another valued ground transportation option will be a benefit for the traveling public.

This contract has been reviewed by Marathon County Corporation Council.

Timeline: This contract will be ready in form and available to any new TNC that wants to enter the market. Based on negotiations, the Uber and Lyft contract is anticipated to start March 1, 2020.

Financial Impact: This is a new contract, so any financial impact would be an estimate. The goal of this contract is to preserve airport revenues. Airport staff will closely watch revenues generated by TNCs and compare it to probable lost revenue from other ground transportation options at the airport to evaluate if TNC fees need to be adjusted in the coming years.

Contributions to Airport Goals: This is contract was specifically requested as the first sub-goal in the 2019 annual goal of “Manage Business Opportunities”.

Recommended Action: Airport staff recommends to approve the CWA Transportation Network Carrier Operating Agreement in form and authorize the Airport Director to sign and administer the agreement(s).

CWA TRANSPORTATION NETWORK CARRIER OPERATING AGREEMENT

THIS OPERATING AGREEMENT (the “Agreement”) is hereby made and entered into on _____, 2020, by and between the Central Wisconsin Joint Airport Board (“CWA”), and _____, (“Operator”). CWA and Operator are sometimes hereinafter referred to individuals as a “Party” or collectively as the “Parties”.

WHEREAS, Marathon and Portage Counties own and operate through the Central Wisconsin Joint Airport board and its designee, the Airport Director, the Central Wisconsin Airport (the “Airport”) located in Mosinee, WI;

WHEREAS, Operator desires to operate a transportation network business at the Airport wherein the network provided by Operator will be used to connect passengers to independent contractor drivers pre-arranged transportation services offered by Drivers (hereinafter defined);

WHEREAS, CWA has agreed to allow the Operator to conduct its business at the Airport, subject, however, to the terms and conditions of this Agreement; and

WHEREAS, the following definitions shall apply to this Agreement at all times:

(a) “App” shall mean the mobile smartphone application or platform developed by Operator that connects passengers with Drivers/Vehicles.

(b) “Designated Areas” shall mean loading zones that are available to the general public to pick up and drop off passengers at the Airport.

(c) “Driver” means any individual who has been approved by Operator to use a vehicle to transport passengers whose rides are arranged through the Operator’s online-enabled application. For purposes of this Agreement, the term “Driver” applies at all times that Driver is on Airport property by reason of the Driver’s relationship with the Operator, regardless of whether the Vehicle is carrying a passenger.

(d) “Vehicle” shall mean the vehicle used by a Driver.

NOW, THEREFORE, in consideration of the promises, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. **OPERATIONS**

1.1. **Designated Area**. CWA permits Operator to allow Drivers affiliated with Operator to use, in common with others so authorized, the Designated Area to provide the Permitted Use (hereinafter defined), subject to the terms and conditions hereinafter set forth. Nothing in this Agreement shall be construed as granting or creating any license or

franchise rights pursuant to any federal, state or local laws, rules or regulations. Operator's permit to use the Designated Area shall be on a non-exclusive basis at all times.

1.2. **Permit of Ingress and Egress.** Drivers affiliated with Operator shall have the non-exclusive permission of ingress and egress across Airport property to conduct their permitted operations hereunder, provided that such ingress and egress activity: (a) shall not impede or interfere, in any way, with the operation of the Airport by CWA or the use of the Airport by its tenants, passengers or employees; (b) shall be on roadways, and other areas designated by CWA from time to time; and (c) may be temporarily suspended by CWA at the sole discretion of Airport Director, or his or her designee.

1.3. **Changes to Airport.** Operator acknowledges and agrees that: (a) CWA shall have the right, at all times, to change, alter and expand the Airport, including the terminals, roadways and designated pick-up, drop-off and staging areas; and (b) CWA has made no representations, warranties and/or covenants to Operator regarding the design, construction, passenger or automobile traffic, or views of the Airport. Without limiting the generality of the foregoing, Operator acknowledges and agrees that: the Airport may from time to time undergo renovation, construction and other Airport modifications; and CWA has adopted Rules and Regulations and may from time to time change or add additional Rules and Regulations that may affect Operator's business.

1.4. **"As-Is" Condition.** Operator accepts the Designated Areas and the Airport in their present condition and "as-is", without representation or warranty of any kind, and subject to all applicable laws, ordinances, Rules and Regulations.

1.5. **Requirements.** During the term of this Agreement, Operator shall have a non-exclusive, revocable permit only to: (a) operate a transportation network business at the Airport utilizing smart phone mobile application technology to connect passengers with pre-arranged transportation services for hire; (b) permit Drivers to access the Operator's App in order to transport such passengers and their personal baggage to and/or from the Airport; and (c) permit Drivers in providing rides matched through the Operator's App to use common-use Airport roadways for ingress and egress to and from the Airport's passenger terminal. Nothing herein shall be deemed to grant Operator any exclusive right or privilege. CWA makes no representation or warranty regarding the functionality of the smart phone mobile application technology on airport premises.

1.6. **Geo-Fence.** Operator shall demonstrate to CWA that Operator has established a Geo-Fence to manage its airport business and shall notify affiliated Drivers about the geo-fence. The geo-fence shall correspond to the Designated Area described above.

2. **TERM; COMMENCEMENT DATE; TERMINATION**

2.1. **Term.** This Agreement shall be effective on the Commencement Date and shall be in effect for a period of 3 years thereafter. The term shall automatically renew for additional terms of one (1) year each, unless a Party sends a written notice of

termination to the other Party at least thirty (30) days prior to the end of the then current term.

2.2. **Commencement Date.** This Agreement shall hereafter be effective, and the “Commencement Date” shall be deemed to occur, on the date on which all of the following conditions precedent are satisfied, in CWA’s sole judgment:

(a) CWA shall have received certificates evidencing that Operator has obtained all insurance required by this Agreement;

(b) Operator shall have implemented a virtual perimeter that encompasses the real-world geographic area comprised by the Airport (“Geo-Fence”).

2.3. **Termination.** This Agreement may be terminated prior to expiration as follows:

(a) Either party may terminate this Agreement, at any time, for any reason, if the terminating Party gives not less than thirty (30) days’ prior written notice thereof to the other Party.

3. **USE**

3.1. **Permitted Use.** Operator and Drivers may use the Designated Area only for the uses specified in this Agreement (collectively, “Permitted Use”) and for no other purpose.

3.2. **No Exclusivity.** Operator acknowledges and agrees that it has no exclusive rights to conduct the business described herein, and that CWA has the right, at all times, to arrange with others for similar activities at the Airport.

3.3. **Transportation Requirements.** In conducting its operations consisting solely of the Permitted Use, without limiting the generality of other provisions of this Agreement, Operator shall inform Drivers of the terms of this Agreement and the following transportation requirements, as amended from time to time by CWA:

(a) In addition to the requirements set forth in Wisconsin Statutes, section 440.40 through 440.495, or successor statutes, each Driver shall display a visible professionally manufactured standard company logo/decal/light or other professional signage within such driver’s vehicle at all times while upon Airport grounds. Furthermore, each driver shall maintain information (or a digital decal) on his or her smartphone while using the App, in lieu of an Airport transponder. This information will allow the Airport to confirm the following information for any Driver or Vehicle using the App while on Airport grounds:

(1) Driver identity and color photo;

(2) Vehicle make, model;

(3) License plate number;

(4) Certificates of insurance; and

(5) An electronic waybill that meets the criteria set forth in Section 3.4.

(b) Each Driver shall be allowed to pick-up passengers at the Airport at the Designated Area, and will be allowed to drop-off passengers at the Designated Area;

(c) Each Driver must be able to produce, upon the request of any police officer or CWA representative, an electronic waybill meeting the requirements of Section 3.4;

(d) Once a Driver has made contact with the passenger(s) with whom such driver was matched, the Driver shall promptly load such passenger(s); and

(e) Each Driver shall limit his or her curbside time to the time required for the prompt loading and unloading of passengers, and after loading passengers, such Driver shall thereafter promptly depart from the Airport.

3.4. **Waybills.** In lieu of a physical waybill, every passenger pick-up shall be documented electronically immediately for the ride to which it relates. Drivers shall, upon request, immediately present an electronic waybill to any CWA official for inspection.

3.5. **No Advertising or Promotions.** No Vehicle shall post or display, on the exterior thereof, any signage or other displays except for Operator's name and/or logo (or the signage of other transportation network companies).

3.6. **General Prohibited Activities.** Without limiting any other provision herein, Operator shall not, without CWA's prior written consent: (a) cause or permit anything to be done, in or about the Designated Areas or the Airport, or bring or keep anything thereon, which would be reasonably likely to (i) increase, in any way, the rate of fire insurance on the Airport, (ii) create a nuisance, or (iii) obstruct or interfere with the rights of others on the Airport or injure or annoy them; (b) commit, or suffer to be committed, any waste upon the Designated Area or the Airport; (c) use, or allow the Designated Areas to be used, for any improper, immoral, unlawful or reasonably objectionable purpose; (d) place any loads upon the floor, walls or ceiling which endanger the structure or obstruct the sidewalk, passageways, stairways or escalators, in front of, within or adjacent to the Designated Area or the roadways; or (e) do, or permit to be done, anything, in any way, which would be reasonably likely to materially injure the reputation or image of CWA or appearance of the Airport.

3.7. **Other Prohibited Activities.** Without limiting the generality of other provisions of this Agreement, Operator will convey to Drivers that the following activities are prohibited by Drivers:

- (a) Turning off or disabling the App when a Vehicle is on Airport property, unless the Driver is departing the Airport after a drop-off;
- (b) Allowing operation of a Vehicle on Airport roadways by an unauthorized driver;
- (c) Transporting a passenger in an unauthorized vehicle;
- (d) Picking-up or discharging passengers, or their baggage, at any location other than the Designated Area;
- (e) Failing to provide information, or providing false information, to police officers or CWA personnel;
- (f) Displaying, to a CWA official, a waybill in an altered or fictitious form;
- (g) Soliciting passengers on Airport property;
- (h) Using or possessing any alcoholic beverage while on duty;
- (i) Failing to operate a Vehicle in a safe manner;
- (j) Failing to comply with posted speed limits and traffic control signs;
- (k) Using profane or vulgar language;
- (l) Attempting to solicit payment in excess of that authorized by law;
- (m) Soliciting for or on behalf of any hotel, club, nightclub, or other business;
- (n) Soliciting of any activity prohibited by the applicable laws, rules or regulations;
- (o) Operating a vehicle which is not in a safe mechanical condition or which lacks mandatory safety equipment;
- (p) Disconnecting any pollution control equipment;
- (q) Using or possessing any illegal drug or narcotic while on Airport property;
- (r) Operating a Vehicle without proper certification or at any time during which Operator's authority is suspended or revoked;
- (s) Engaging in any criminal activity;
- (t) Leaving a Vehicle unattended at the Airport; and
- (t) Operating a vehicle under the influence of alcohol or marijuana.

3.8. **Representative of Operator.** Operator shall provide CWA with name, address, telephone and email address for at least one qualified representative authorized to represent and act for Operator in matters pertaining to its operation, and shall keep CWA informed, in writing, of the identity of each such person.

4. FEES; REPORTING; AND RECORDKEEPING

4.1. **Defined Terms.** As used in this Agreement, the following capitalized terms shall have the following meanings:

(a) "Trip" means each instance in which a Driver affiliated with the Operator enters Airport property to pick up or drop off one or more passengers on Airport property.

(b) "Per Trip Fee" means a fee of \$1.00 for each Trip.

(c) "Monthly Fee" means the product of the following: (i) the number of Trips conducted by Vehicles used by Drivers engaged in business activity with the Operator in one calendar month, and (ii) the Per Trip Fee then in effect.

4.2. Payment Requirements and Reports.

(a) Within thirty (30) days after the close of any calendar month, Operator shall submit its operations report to CWA for the previous calendar month (the "Monthly Report"). The Monthly Report shall be in an agreed-upon electronic format (as specified by CWA), and shall contain the total number of Trips for the reporting period. All such information shall be accurate at all times.

(b) Operator agrees to pay a Monthly Fee to CWA, which shall constitute a total of the Per Trip Fees assessed for each Trip in the relevant month. The Monthly Fee is due, in full, and shall be received by CWA, within thirty (30) days after the close of any calendar month. All payments hereunder, including Monthly Fees, shall be paid to Marathon County Treasurer, 500 Forest St. Wausau WI, 54403.

(c) All payments hereunder, including Monthly Fees, shall be paid in lawful money of the United States of America, free from all claims, demands, setoffs, or counterclaims of any kind. Any payments hereunder, including Monthly Fees, not paid when due shall be subject to a service charge of one and one-half percent (1.5%) per month, or if lower, the maximum amount allowed by law.

4.3. Books and Records.

(a) Operator agrees to maintain and make available (in physical or electronic form) to CWA at CWA's Office, or a mutually agreed upon third party location, during regular business hours, accurate and detailed books and accounting records reflecting its performance of its obligations under this Agreement. Operator shall maintain such books and records in accordance with generally accepted accounting principles

("GAAP"). Upon CWA's reasonable prior written request, which shall not occur more than once per calendar year, Operator shall permit CWA to audit and examine such books and records relating to its performance of its obligations under this Agreement at CWA's Office, or a mutually agreed upon third party location, at Operator's expense. Operator shall maintain such data and records in an accessible location and condition for a period of not less than five (5) years from the expiration of this Agreement or the last date of operations at the Airport, whichever is later, but in no event shall such data and records need to be retained for a period longer than seven (7) years.

(b) Should any examination, inspection or audit of Operator's books and records by CWA disclose an underpayment by Operator of the consideration due, Operator shall promptly pay CWA the amount of such underpayment. If said underpayment exceeds five percent (5%) of the consideration due, Operator shall reimburse CWA for all reasonable costs incurred, including reasonable staff and attorney costs, in the conduct of such examination, inspection or audit.

5. ASSIGNMENT

5.1. **No Assignment.** Operator shall not assign, encumber or otherwise transfer, whether voluntarily or involuntarily or by operation of law, this Agreement, or any privilege or permission hereunder, without CWA's prior written consent, which consent shall not be unreasonably withheld, conditioned or delayed (the term "Transfer" shall mean any such assignment, encumbrance, or transfer). CWA's consent to one Transfer shall not be deemed a consent to any subsequent Transfers. Any Transfer made without CWA's consent shall constitute a default hereunder and shall be voidable at CWA's election. Notwithstanding the above, Operator shall retain the right to Transfer this Agreement, or any right hereunder, to an affiliate of Operator.

5.2. **Change of Control.** The sale or other Transfer of a controlling percentage of the capital stock or membership interests of Operator, whether by merger, stock sale or otherwise, or the sale or transfer of more than fifty percent (50%) of the value of the assets of Operator related to the operations hereunder, shall be deemed a Change of Control, not a Transfer, and shall not be subject to the restrictions in Section 5.1. The phrase "controlling percentage" means the ownership of, and the right to vote, stock or interests possessing more than fifty percent (50%) of the total combined voting power of all classes of Operator's capital stock or interests issued, outstanding and entitled to vote for the election of directors.

6. COMPLIANCE WITH LAWS

At all times, Operator shall cause its use of the Airport and its operations under this Agreement to comply with all applicable laws, ordinances, orders, directives, rules, codes, regulations and decrees of federal, state and local governmental entities and agencies, and their respective departments, agencies, authorities and boards (individually, a "Governmental Entity", or collectively, "Governmental Entities"), and all applicable grant assurances provided by CWA to any federal or state Governmental

Entity in connection with CWA's ownership or operation of the Airport, and all other applicable rules, regulations, policies, and procedures of CWA, as the same may be amended, modified or updated from time to time, including, but not limited to, those relating to health and safety, especially those pertaining to public safety such as safe driving practices, seat belts, and child seats/restraints. For purposes of this Agreement, the term "Governmental Entity" shall also mean and include, without limitation, CWA, State of Wisconsin, U.S. Department of Transportation, Federal Aviation Administration, and Transportation Security Administration.

7. INDEMNITY; INSURANCE

7.1. **Indemnity.** Operator agrees to indemnify, defend and hold harmless CWA, its officers, directors, agents and employees, from and against any and all claims, actions, damages, liabilities, and judgments, and losses, costs, fines, penalties, and expenses paid or payable to a third party (including, but not limited to, reasonable attorney's fees, court costs and litigation expenses), with respect to any third party claim arising out of or related to: (a) Operator's performance or exercise of this Agreement and rights granted under this Agreement; (b) an intentional act or a negligent act or omission of any of Operator's Drivers, officers and employees related to this Agreement; (c) the failure of Operator to comply with any applicable laws, ordinances, rules or regulations related to this Agreement; or (d) any breach or default by Operator of any of its obligations under this Agreement. Notwithstanding the foregoing, Operator shall have no obligation under this Section for claims arising out of or related to (x) any negligent act or omission of CWA or its officers, directors, agents, and employees, or (y) any allegation related to the CWA's authority to enter this Agreement or CWA's enforcement of this Agreement. Any indemnification and hold harmless obligations of Operator under this Agreement shall survive any expiration or termination of this Agreement. The foregoing indemnification obligation is contingent upon CWA providing Operator with (i) prompt written notice of any claim subject to indemnification hereunder, (ii) sole control over the defense and settlement of each such claim (provided that Operator will not settle or compromise any claim without written consent of CWA, which consent shall not be unreasonably withheld, conditioned or delayed), and (iii) reasonable cooperation, at Operator's expense, in the defense and settlement of a claim.

CWA (Marathon and Portage counties) does not waive, and specifically reserves, its rights to assert any and all immunity, affirmative defenses and limitations of liability as specifically set forth in Wisconsin Statutes, Chapter 893 and related statutes.

7.2. **Insurance.** A participating driver, or the Operator on the driver's behalf, shall maintain primary automobile insurance that meets the requirements of Wisconsin Statutes, section 440.48(1), or successor statutes. If insurance maintained by the participating driver has lapsed or does not provide the required coverage, insurance maintained by the Operator shall provide the coverage required by statute and this agreement beginning with the first dollar of a claim and have the duty to defend the claim.

In addition to the insurance required above, Operator shall procure and maintain, at its sole cost and expense and at all times during the term of this Agreement, insurance of the kind and in the amount hereinafter provided, by financially responsible and qualified companies eligible to do business in the State of Wisconsin covering all operations under this Agreement (including those of Drivers). Prior to the Commencement Date, Operator shall provide a certificate of insurance to CWA, listing CWA and Marathon and Portage Counties as additional insured, showing that Operator has complied with the obligations of this Section. The certificate of insurance required of this Section shall provide an obligation that the insurer provide the certificate holder (CWA) with at least thirty (30) days prior written notice of cancellation. The following insurance coverages are required to be provided by Operator under this Agreement. (a) Commercial Automobile Liability Insurance with limits of not less than One Million Dollars (\$1,000,000) for each accident for third party death, bodily injury, and property damage. This coverage applies to Vehicles operated by Drivers while:

- i. The Driver is located on the airport premises during the course of providing an accepted trip including the picking-up and dropping-off of passenger(s);
- ii. The Driver is located on the airport premises immediately following the conclusion of a requested trip and while in the course of exiting the airport premises;
- iii. The Driver has logged into the App controlled by the Operator and is “available to receive requests” for transportation services from passengers using the App and the Driver is located on the airport premises.

“Available to receive requests” means the App is in a state such that an applicable request would be transmitted to the Driver’s smartphone for acceptance by the Driver.

(b) Commercial General Liability Insurance of not less than One Million Dollars (\$1,000,000) per occurrence, insuring the Operator from liability from bodily injury (including wrongful death), personal injury, and damage to property resulting from the performance of this Agreement by Operator.

All Vehicles must be included under Operator’s Commercial Automobile Liability Policy or covered by a blanket coverage endorsement; and all employees of Operator must be covered under Operator’s General Liability policy. The limits of the foregoing insurance shall not, in any way, limit the liability of Operator under the terms of this Agreement. In addition, the foregoing insurance policies are primary insurance to any other insurance held by CWA with respect to any covered claims arising out of this Agreement.

7.3. **Notice.** Each Party hereto shall give to the other Party, prompt and timely written notice of any loss arising out of this Agreement, meaning any and all losses, liabilities, judgments, suits, claims, damages, costs and expenses (including reasonable attorney’s fees, investigation costs, remediation costs, and court costs), of any kind or nature, coming to its knowledge which in any way, directly or indirectly, contingently or otherwise, affects or might affect either, and each shall have the right to participate in the

defense of the same to the extent of its own interest.

7.4. **Public Records Access:** CWA and Marathon and Portage Counties are political subdivisions of the State of Wisconsin and as such are subject to the Wisconsin Public Records Law. It is the policy of CWA and Marathon and Portage Counties to maintain an open and public process with respect to business at the Airport. This Operating Agreement, the Monthly Report including the number of monthly Trips, the Per Trip Fee, and the Operator's Monthly Fee payment are not confidential or proprietary. Any additional information that Operator makes available to CWA pursuant to this agreement is deemed to be confidential and proprietary information ("Operator's confidential information") and shall not be disclosed to anyone unless required to be disclosed by applicable law or a court order, including without limitation the public records laws. CWA agrees to provide operator with reasonable notice of any public records or FOIA requests received which requests information which has been deemed confidential and proprietary as identified above. In the event CWA or Marathon and Portage Counties become involved in litigation due to Operator's refusal of permission to release information identified as confidential or proprietary, Operator agrees to indemnify, defend and hold harmless CWA and Marathon and Portage Counties for any costs associated with said litigation.

8. **DEFAULT; REMEDIES**

8.1. **Event of Default.** The occurrence of any one or more of the following events shall constitute a breach of this Agreement and an "Event of Default":

- (a) Operator shall fail, duly and punctually, to pay Monthly Fees (or to submit any Monthly Report), or to make any other payment required hereunder, when due to CWA, and such failure shall continue beyond the date specified in a written notice of such breach or default from CWA, which date shall be no earlier than the tenth (10th) business day after the effective date of such notice;
- (b) A Transfer occurs without the prior approval of CWA as set forth in section 5.1;
- (c) Operator fails to obtain and maintain the insurance required hereunder, or to provide copies of the insurance certificates to CWA as required herein; or
- (d) Operator fails to keep, perform and observe each and every other promise, covenant and agreement set forth in this Agreement, and such failure continues for a period of more than thirty (30) days after delivery by CWA of a written notice thereof.

8.2. **Remedies.** Upon the occurrence and during the continuance of an Event of Default, CWA shall have the following rights and remedies in addition to any and all other rights and remedies available to the CWA under this Agreement, at law, or in equity: (a) CWA may elect to terminate this Agreement; and (b) Operator shall make full and final payment of all fees due and owing no later than 30 days after termination or expiration of

this Agreement.

8.3. **Cumulative Rights**. The exercise by CWA of any remedy provided in this Agreement shall be cumulative and shall in no way affect any other remedy available to CWA under law or in equity.

8.4. **Fines/Penalties**. By operating on the Airport, Operator and Drivers affiliated with Operator shall be subject to applicable laws, ordinances, rules and regulations including any fines or penalties in connection therewith. CWA shall have no obligation, under this agreement, to Operator to impose fines on, or otherwise take action against, any other person or entity at the Airport.

9. GOVERNMENTAL PROVISIONS

9.1 Gratuities and Kickbacks

It shall be unethical for any person to offer, give, or agree to give any elected official, employee or former employee, or for any elected official, employee or former employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer for employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or a purchase request, influencing the contents of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceedings or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefore.

It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or a higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract, or order.

9.2. **Limitation on Damages**. Notwithstanding anything in this Agreement to the contrary, in no event will either party be liable to the other party for any consequential, incidental or special damages, or lost revenues or lost profits.

9.3. **Federal Nondiscrimination**. Operator understands and acknowledges that CWA has given to the United States of America, acting by and through the Federal Aviation Administration, certain assurances with respect to nondiscrimination, which have been required by Title VI of the Civil Rights Act of 1964, as effectuated by Title 49 of the Code of Federal Regulations, Subtitle A - Office of the Secretary of Transportation, Part 21, as amended, as a condition precedent to the government making grants in aid to CWA for certain Airport programs and activities, and that CWA is required under said Regulations to include in every agreement or concession pursuant to which any person or persons other than CWA, operates or has the right to operate any facility on the Airport providing services to the public, the following covenant, to which Operator agrees, as follows:

“Operator, in its operation at and use of CWA, covenants that (1) no person on the grounds of race, color or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities; (2) that in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person on the grounds of race, color or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, and (3) that the grantee, licensee, permittee, etc., shall comply with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Subtitle A, Office of the Secretary of Transportation, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation Effectuations of Title VI of the Civil Rights Act of 1964, and as said regulations may be amended.”

SECTION 10. AIRPORT CONCESSION DISADVANTAGED BUSINESS ENTERPRISE (ACDBE) COMPLIANCE:

10.1. **ACDBE Program.** CWA has established an Airport Concession Disadvantaged Business Enterprise (ACDBE) program in accordance with the regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 23. The Operator is required to participate in the CWA's ACDBE program as applicable.

10.2. **ACDBE Non-Discrimination.** This Agreement is subject to the requirements of the U.S. Department of Transportation's regulations, Title 49 CFR Part 23, as applicable. The Operator agrees that it will not discriminate against any business owner because of the owner's race, color, national origin, or sex in connection with the award or performance of any concession agreement, management contract, or subcontract, purchase or lease agreement, or other agreement covered by Title 49 CFR Part 23.

10.3. The Operator agrees to include the statement set forth in paragraph 2 in any subsequent concession agreement or contract covered by Title 49 CFR Part 23, that it enters and cause those businesses to similarly include the statements in further agreements.

10.4. CWA has available several remedies to enforce the ACDBE requirements contained in its contracts, including, but not limited to, the following:

1. Breach of contract action, pursuant to the terms of this contract.
2. Breach of contract action, pursuant to applicable State Statutes.

10.5. The federal government has available several enforcement mechanisms that it may apply to firms participating in the ACDBE problem, including, but not limited to, the following:

1. Suspension or debarment proceedings pursuant to 49 CFR part 23;
2. Enforcement action pursuant to 49 CFR part 31; and
3. Prosecution pursuant to 18 USC 1001.

Agreement require written agreement of the Parties. Notwithstanding the foregoing, if a Governmental Entity requires modifications or changes to this Agreement as a condition precedent to the granting of funds for the improvement of the Airport, Operator shall agree to make such amendments, modifications, revisions, supplements or deletions of any of the terms, conditions or requirements of this Agreement as may be reasonably required.

11.5. **Interpretation.** The headings and captions of this Agreement have been inserted for convenience of reference only, and such captions or headings shall in no way define or limit the scope or intent of any provision of this Agreement. This Agreement has been negotiated at arm's length and between persons sophisticated and knowledgeable in the matters dealt with herein, and shall be interpreted to achieve the intents and purposes of the Parties, without any presumption against the Party responsible for drafting any part of this Agreement.

11.6. **Successors and Assigns.** Subject to the provisions of Section 5, the terms and conditions contained in this Agreement shall bind and inure to the benefit of Operator and CWA, and, except as otherwise provided herein, to their personal representatives and successors and assigns.

11.7. **Severability.** If any provision of this Agreement or the application thereof to any person, entity or circumstance, shall, to any extent, be invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each other provision of this Agreement shall be valid and be enforceable to the full extent permitted by law.

11.8. **Governing Law.** This Contract and the performance of the parties' obligations hereunder will be governed by and construed and enforced in accordance with the laws of the State of Wisconsin, including conflict of law provisions. Operator consents to personal jurisdiction in the State of Wisconsin. The venue of any action hereunder shall be in Marathon County, Wisconsin. If a dispute related to this agreement arises, all parties shall attempt to resolve the dispute through direct discussions and negotiations. If the dispute cannot be resolved by the parties, and if all parties agree, it may be submitted to either mediation or arbitration. If the matter is arbitrated, the procedures of Chapter 788 of the Wisconsin Statutes or any successor statute shall be followed. If the parties cannot agree to either mediation or arbitration, any party may commence an action in court as set forth above. If a lawsuit is commenced, the parties agree that the dispute shall be submitted to alternate dispute resolution pursuant to §802.12, Wis. Stats., or any successor statute. Unless otherwise provided in this contract, the parties shall continue to perform according to the terms and conditions of the contract during the pendency of any litigation or other dispute resolution proceeding.

11.9. **Authority.** Operator represents and warrants that Operator is a duly authorized and existing entity that Operator has and is duly qualified to do business in Wisconsin, that Operator has full right and authority to enter into this Agreement, and that each and all of the persons signing on behalf of Operator are authorized to do so. Upon CWA's request, Operator shall provide CWA with evidence reasonably satisfactory to CWA

confirming the foregoing representations and warranties.

11.10. **Counterparts.** This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties have caused their respective duly authorized representatives to execute this Agreement on _____, 2020.

CWA

XXXXXXX

By: _____

By: _____

Printed: Brian Grefe

Printed:

Title: Airport Director

Title:

**CENTRAL WISCONSIN AIRPORT STATISTICAL REPORT
SUMMARY - DECEMBER 2018 - 2019**

14-Jan-20

	2018 MONTH	2019 MONTH	% CHGE. 18-19	2018 Y-T-D	2019 Y-T-D	% CHGE. 18-19
ACTUAL LANDINGS						
AMERICAN	81	77	-4.9%	936	942	0.6%
UNITED	72	85	18.1%	836	954	14.1%
DELTA	110	106	-3.6%	1,581	1,580	-0.1%
CHARTERS	1	1	0.0%	26	25	-3.8%
TOTAL OPERATIONS	528	538	1.9%	6,758	7,002	3.6%
ATCT OPERATIONS	922	1,147	24.4%	12,622	13,725	8.7%
AIRLINE CANCELLATIONS						
AMERICAN	1	4	300.0%	44	55	25.0%
UNITED	1	1	0.0%	27	27	0.0%
DELTA	0	2	100.0%	12	19	58.3%
TOTAL CANCELLATIONS	2	7	250.0%	83	101	21.7%
ENPLANED PASSENGERS						
AMERICAN	3,033	3,041	0.3%	32,627	37,927	16.2%
UNITED	2,635	3,101	17.7%	26,318	35,437	34.6%
DELTA	4,333	4,499	3.8%	62,704	64,534	2.9%
CHARTERS	150	142	-5.3%	3,405	3,477	2.1%
TOTAL ENPLANED PASSENGERS	10,151	10,783	6.2%	125,054	141,375	13.1%
DEPLANED PASSENGERS						
AMERICAN	2,925	2,883	-1.4%	30,460	34,697	13.9%
UNITED	2,855	3,315	16.1%	26,728	35,486	32.8%
DELTA	4,547	4,475	-1.6%	62,177	64,145	3.2%
CHARTERS	150	142	-5.3%	3,405	3,477	2.1%
TOTAL DEPLANED PASSENGERS	10,477	10,815	3.2%	122,770	137,805	12.2%
AIR FREIGHT - AMERICAN	0	250	100.0%	103	3,642	3435.9%
AIR FREIGHT - UNITED	0	0	0.0%	0	0	0.0%
AIR FREIGHT - DELTA	2,413	2,427	0.6%	29,341	32,441	10.6%
TOTAL AIRFREIGHT - AIRLINES	2,413	2,677	10.9%	29,444	36,083	22.5%
TOTAL AIRFREIGHT -GENERAL AVIATION	140,640	175,658	24.9%	1,885,433	1,729,271	-8.3%
AIRLINES & GEN.AVIATION-AIR FREIGHT	143,053	178,335	24.7%	1,914,877	1,765,354	-7.8%

LOAD FACTOR-CURRENT MONTH	SEATS	PAX	FACTOR
AMERICAN	3,782	3,041	80.4%
UNITED	4,250	3,101	73.0%
DELTA	5,326	4,499	84.5%

Central Wisconsin Airport – Flight Schedule January 17, 2020



<u>Arrivals – Delta</u>				<u>Departures – Delta</u>			
5039	13:04	from DTW	CRJ	5292	06:20	to DTW	CRJ
5111	15:23	from MSP	CRJ	4965	06:50	to MSP	CRJ
4757	20:47	from DTW	CRJ	5039	13:30	to DTW	CRJ
5268	21:00	from MSP	CRJ	5111	15:48	to MSP	CRJ



<u>Arrivals – United Airlines</u>				<u>Departures – United Airlines</u>			
3810	14:44	from ORD	CRJ	4817	06:30	to ORD	CRJ
3961	20:56	from ORD	CRJ	4848	15:20	to ORD	CRJ



<u>Arrivals – American Eagle</u>				<u>Departures – American Eagle</u>			
3387	09:24	from ORD	ERJ	3788	05:49	to ORD	ERJ
3406	16:03	from ORD	ERJ	3387	09:49	to ORD	ERJ
3541	23:23	from ORD	ERJ	3406	16:28	to ORD	ERJ

Upcoming Charter Schedule

Jan. 5 – Sun Country to Laughlin

MSP = Minneapolis
ORD = Chicago O’Hare
DTW = Detroit

Total CWA Flights Daily = 9

**CENTRAL WISCONSIN AIRPORT
REVENUE 2019 - Preliminary**

14-Jan-20

	BUDGET 2019	MONTH OF DECEMBER	YEAR TO DATE	% OF BUDGET
5409-53 FUEL SALES	\$40,000.00	\$0.00	\$35,507.57	88.8%
5410-53 FUEL FLOWAGE	\$55,000.00	\$11,097.57	\$62,537.69	113.7%
5411-53 LANDING FEES	\$360,000.00	\$45,979.37	\$412,926.37	114.7%
5418-53 RAMP CHARGES	\$62,000.00	\$5,092.80	\$61,589.16	99.3%
AIRFIELD	\$517,000.00	\$62,169.74	\$572,560.79	110.7%
5422-56 UTILITIES	\$450.00	\$0.00	\$488.15	108.5%
CONTROL TOWER	\$450.00	\$0.00	\$488.15	108.5%
5412-55 RENT	\$110,000.00	\$8,497.00	\$101,134.00	91.9%
5422-55 UTILITIES	\$10,000.00	\$0.00	\$0.00	0.0%
HANGAR	\$120,000.00	\$8,497.00	\$101,134.00	84.3%
5497-57 LABOR-CWA	\$1,073.00	\$0.00	\$0.00	0.0%
5498-57 MATERIALS-CWA	\$1,000.00	\$0.00	\$0.00	0.0%
5499-57 MISC-CWA	\$5,000.00	\$0.00	\$6,233.00	124.7%
MAINTENANCE SHOP	\$7,073.00	\$0.00	\$6,233.00	88.1%
5412-54 RENT	\$40,000.00	\$0.00	\$30,270.00	75.7%
5414-54 FARM LAND RENT	\$40,000.00	\$0.00	\$82,652.64	206.6%
5417-54 HWY BILLBOARDS	\$9,000.00	\$0.00	\$9,267.42	103.0%
5422-54 UTILITIES	\$6,000.00	\$0.00	\$5,529.76	92.2%
5432-54 CORPORATE HANGAR	\$76,000.00	\$6,698.28	\$80,157.48	105.5%
NET LEASE	\$171,000.00	\$6,698.28	\$207,877.30	121.6%
5440-51 PARKING	\$1,350,000.00	\$97,500.43	\$1,342,862.06	99.5%
5412-52 RENT	\$1,210,000.00	\$138,738.78	\$1,277,158.78	105.6%
5416-52 ADVERTISING	\$25,000.00	\$1,525.00	\$21,300.00	85.2%
5422-52 UTILITIES	\$41,550.00	\$3,122.45	\$41,867.45	100.8%
5431-52 SECURITY	\$5,300.00	\$0.00	\$4,681.65	88.3%
5499-52 MISCELLANEOUS	\$15,000.00	\$8,422.95	\$26,101.00	174.0%
TERMINAL BUILDING	\$1,296,850.00	\$151,809.18	\$1,371,108.88	105.7%
TOTAL	\$3,462,373.00	\$326,674.63	\$3,602,264.18	104.0%
1210 SALES TAX DISCOUNT	\$0.00	\$33.84	\$408.02	
8110 INTEREST ON INVEST	\$12,000.00	\$0.00	\$100,647.75	
8310 SALE FIXED ASSETS	\$10,000.00	\$98,000.00	\$148,440.10	
8350 INS RECOV	\$0.00	\$0.00	\$0.00	
8400 OTHER MISC REV	\$0.00	-\$6,578.00	\$25.00	
8413 WORKERS COMP REIMB	\$0.00	\$0.00	\$0.00	
GRAND TOTAL	\$3,484,373.00	\$418,130.47	\$3,851,785.05	110.5%
5419-53 PASSENGER FAC. CHGS.	\$460,000.00	\$50,483.70	\$576,794.72	125.4%
8110 PFC INTEREST	\$5,000.00	\$0.00	\$11,618.36	232.4%
TOTAL PASSENGER FACILITY CHGS.	\$465,000.00	\$50,483.70	\$588,413.08	126.5%
5420-52 CFC CAR RENTAL FEES	\$215,400.00	\$45,388.00	\$306,728.87	142.4%

CENTRAL WISCONSIN AIRPORT
Disbursements - December 2019
Preliminary

	2019 BUDGET	THIS MONTH	2019 YTD	YTD % of BUDGET
PERSONAL SERVICES				
SALARIES	\$376,700.00	\$30,440.00	\$418,595.47	111.1%
WAGES	\$781,026.00	\$51,903.80	\$643,593.51	82.4%
EMPLOYEE BENEFITS	\$18,500.00	\$1,835.24	\$10,262.13	55.5%
EMPLOYER CONTRIBUTIONS	\$491,582.00	\$15,513.17	\$458,784.49	93.3%
SUB TOTAL	\$1,667,808.00	\$99,692.21	\$1,531,235.60	91.8%
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$204,500.00	\$16,079.54	\$185,143.90	90.5%
UTILITY SERVICES	\$278,000.00	\$47,405.16	\$242,202.02	87.1%
REPAIR-MAINT/STREETS	\$8,000.00	\$0.00	\$12,855.99	160.7%
REPAIR-MAINT EQUIP/BUILDINGS	\$87,000.00	\$10,165.52	\$130,911.05	150.5%
CONTRACTUAL SERVICES	\$107,000.00	\$27,109.90	\$108,107.28	101.0%
SUB TOTAL	\$684,500.00	\$100,760.12	\$679,220.24	99.2%
SUPPLIES & EXPENSES				
OFFICE SUPPLIES	\$6,000.00	\$2,050.82	\$9,437.53	157.3%
ADVERTISING/MEMBERSHIP/DUES	\$82,700.00	\$1,055.00	\$90,134.75	109.0%
TRAVEL	\$21,900.00	\$893.32	\$12,083.64	55.2%
OPERATING SUPPLIES	\$171,000.00	\$55,530.43	\$257,934.72	150.8%
REPAIR/MAINT SUPPLIES/GASOLINE	\$165,500.00	\$21,443.27	\$200,337.99	121.1%
CONSUMABLE TOOLS/SUPPLIES	\$5,000.00	\$144.41	\$5,913.67	118.3%
SUB TOTAL	\$452,100.00	\$81,117.25	\$575,842.30	127.4%
BUILDING MATERIALS				
METAL PRODUCTS	\$2,500.00	\$191.69	\$3,450.13	138.0%
WOOD PRODUCTS	\$500.00	\$0.00	\$555.15	111.0%
RAW MATERIALS/RWY PAINT	\$30,000.00	\$0.00	\$26,468.39	88.2%
ELECT FIXTURES/RWY SIGNS	\$5,000.00	\$581.13	\$13,223.39	264.5%
ASPHALT/ASPHALT FILLER	\$5,000.00	\$0.00	\$6,477.84	129.6%
SUB TOTAL	\$43,000.00	\$772.82	\$50,174.90	116.7%
FIXED CHARGES				
INSURANCE/OTHER LOSSES	\$73,000.00	\$0.00	\$71,151.00	97.5%
CAPITAL OUTLAY				
CAPITAL EQUIPMENT	\$188,000.00	\$45,787.00	\$181,931.11	96.8%
CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.0%
SUB TOTAL	\$188,000.00	\$45,787.00	\$181,931.11	96.8%
TOTALS	\$3,108,408.00	\$328,129.40	\$3,089,555.15	99.4%

2018-2019 CWA Budget Summary YTD - December (preliminary)

	<u>December YTD - 2019</u>	<u>December YTD - 2018</u>	<u>% CHANGE</u>
Airfield	\$572,561	\$519,315	
Control Tower	\$488	\$451	
Hangar	\$101,134	\$106,229	
Maintenance Shop	\$6,233	\$2,663	
Net Lease	\$207,877	\$145,173	
Parking	\$1,342,862	\$1,233,658	
Terminal Area	\$1,371,109	\$1,263,613	
Misc.	\$249,521	\$183,438	
Total Revenues	\$3,851,785	\$3,454,540	11.50%
Personal Services	\$1,531,236	\$1,475,078	
Contractual Services	\$679,220	\$528,357	
Supplies and Expense	\$575,842	\$480,702	
Building Materials	\$50,175	\$18,803	
Fixed Charges-Insurance	\$71,151	\$66,933	
Capital Outlay	\$181,931	\$197,728	
Total Expenses	\$3,089,555	\$2,767,601	11.63%
Revenue over Expense	\$762,230	\$686,939	