

MINUTES

Chippewa Valley Regional Airport Commission
Friday, January 18, 2019, 7:30 am
Airport Commission Room
3800 Starr Avenue, Eau Claire, WI

MEMBERS PRESENT: Commissioners Rick Bowe, Scott Francis, Bill Hilgedick, Chuck Hull, Tim Keyes, Bert Moritz and Barry Wells

MEMBERS ABSENT: None

OTHERS PRESENT: Tim Molepske and Jeff Olson – Chippewa Valley Airshow, Amy Michels-Mead & Hunt, Charity Zich-Airport Director, Todd Norrell-Maintenance Supervisor and Erin Switzer-Administrative Associate

1. **Call to Order:** Chair Bill Hilgedick called the meeting to order at 7:30 am.
2. **Confirmation of Meeting Notice:** The meeting was noticed.
3. **Roll Call:** Commissioners Rick Bowe, Scott Francis, Bill Hilgedick, Chuck Hull, Tim Keyes, Bert Moritz and Barry Wells were present.
4. **Approval of Minutes**
 - a. **December 21, 2018 Regular Commission Meeting:**

On a motion by Com. Bowe, seconded by Com. Keyes, the minutes of the December 21, 2018 meeting were approved as submitted.
(Ayes 7-Nayes 0)
5. **CVRA Finance and Activity Reports**
 - a. **Expense Vouchers, Credit Card Charges and Financial Report**

On a motion by Com. Bowe, seconded by Com. Wells, the expense vouchers were approved as submitted.
(Ayes 7-Nayes 0)
 - b. **Key Indicators**
 - **Airline Operations**

Total airline passengers are up for the month and for the year.
 - **Car Rental Operations**

Car Rental Operations are up for the year. December numbers were not available for the meeting.
 - **Tower Operations**

Tower Operations are up for the month and for the year.
 - c. **Hangar Occupancy**

There are nine T-hangars available in the north hangar area and one T-hangar available in the south hangar area.

6. **Public Comment Period:** None

7. **Operational Matters**

a. **Airport Operations Report**

- The Airport Director noted that the LED light fixture replacement for the unsecured seating area was nearly completed. Maintenance found that many of the fixtures could be eliminated since the new ones were so much brighter and more efficient.
- Airport Community Outreach: The Airport Director updated Commissioners on the airport community outreach opportunities year to date.

b. **Airport Strategic Plan Update/Review:** None

c. **Project Summary**

- AIP 43 RWY 14/32 Rehabilitation: Work will begin in the Spring.
- AIP 44 RWY 4/22 and Taxiway A Rehabilitation: The contract is continuing to move forward.

8. **Previous Business:**

a. **Airport Recognition Program 2018 4th Quarter Award**

Commissioners selected Missy Isaksson as the Quarter 4 - 2018 Recognition Program recipient based on the following nomination: “We recently had a morning where we had several airline aircraft divert to EAU. Missy came in on her time off and assisted the crew and passengers from both aircraft. She was actually late to her other job so that she could be here to ensure everyone was taken care of.”

b. **Airport Website Survey 2018**

The Airport Director review the General Aviation and Passenger Survey results and comments from 2018. The GA survey had 46 participants with 88% of responses coming back as Satisfied or Extremely Satisfied. The Passenger survey had 13 participants with 85% of responses coming back as Satisfied or Extremely Satisfied. It was suggested that we print out more Survey business cards for people to get when they check in at the Airline counter in an effort to increase responses.

9. **New Business:**

a. **2020 Chippewa Valley Airshow Contract**

The Airport Director reviewed the 2020 Chippewa Valley Airshow Contract. Tim Molepske noted that 62 non-profit organizations benefited from the 2018 Airshow and they hope to have even more involvement next year. Jeff Olson and Tim noted that although attendance was down around 20,000 spectators over the previous Airshow, they did not believe it was related to the price increase, but instead related to the weather reports leading into Airshow weekend.

On a motion by Com. Francis, seconded by Com. Wells, the Commission approved the 2020 Chippewa Valley Airshow Contract as proposed.

(Ayes 7-Nayes 0)

10. Discuss Future Agenda Items: None

11. Set Future Meeting Dates and Times: The next Regular Commission Meetings are scheduled for February 15th, March 15th and then Monday, April 15th at 11 am.

12. Adjournment:

On a motion by Com. Bowe, seconded by Com. Wells, the meeting was adjourned at 8:41 am.

(Ayes 7-Nayes 0)

Respectfully Submitted,

Scott Francis, Secretary