



City of Hot Springs Airport Advisory Committee – Minutes of Meeting

Date and Time of Meeting: Thursday March 7, 2024 at 8:30 a.m.

Location of Meeting: Hot Springs Municipal Airport

Call to Order and Roll Call

Members present: Shane Miller, Gary Telkamp, and Petra Wilson

Employees: Airport Manager Ivan Venner; City Administrator Bob Nelson Jr.; KJ Engineer Charlie Baker

Elected officials: Alderman Bill Lukens;

Airport Tenants: None

Members of the Public: Josh Scott

Adoption of Agenda

Adopted as published.

Communications from the Public

None

Airport Manager Update

- T-Hangar Update
 - Crews are working on electrical, over 50% complete; 8 of 10 doors have been switched; no seals installed; door hardware has not been changed; damaged panels have not been changed; waiting on payroll records per the contract.
- Taxilane Project Update:
 - FAA has approved the plan
 - Once grant is released, contract would be let in summer, completion expected in fall
- Monthly fuel sales: 961 gallons of fuel were sold in February.
- The average fuel price in a 70 mile radius is \$6.03; our price remains at \$6.20. After discussion, it is recommended that if wholesale prices remain steady or decline, our retail price should be reduced at the April 1st Council meeting at a level to be recommended in late March by the Committee.
- Monthly flight operations: 40 estimated fixed wing operations; 0 balloon launches, 0 landings.
- As of February Expense Report, the Airport had expended 6.57% of its budget through 16.67% of the year.

Airport Observations – Opportunities for Improvement

- None



Old Business

1. Review AWOS III Project Proposal document: No additional comments. The document will be finalized and provided to the Council for the 2025 Budget Hearings.

New Business

1. Taxilane: Committee recommends that the Council act on the various documents, including but not limited to:
 - a. Seek permission to advertise as soon as possible depending on Congressional funding and FAA availability to fund the program grants.
 - b. Authorize the Mayor and City Attorney to sign as appropriate:
 - i. FAA Grant Application
 - ii. FAA Grant Agreement
 - iii. SDDOT Grant Agreement
 - iv. DBE Program
2. Pavement Maintenance update
 - a. The SD DOT's product sales rep recommends a standard seal coat for the runway which would call for runway reconstruction in about 2030.
 - b. The CIP will be modified to reflect the revised SD DOT recommendations.
3. Review Glider Hangar Lease renewal
 - a. Revised lease was reviewed and approval is recommended.
4. Courtesy / Rental Car discussion
 - a. Committee agrees with the continuation of offering Courtesy Cars as available, but suggests the City stop rental car services.

Next meeting Thursday April 4th at 8:30 a.m.

Adjournment: The meeting adjourned at 10:04 a.m.