



City of Hot Springs Airport Advisory Committee – Minutes of Meeting

Date and Time of Meeting: Thursday May 2, 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 Mark Buxbaum

Employees: Airport Manager Ivan Venner; Public Works Engineer Tracy Bastian; KLJ Engineer Charlie Baker

Elected officials: Alderman Bill Lukens;

Airport Tenants: SHA, Ray Campbell

Members of the Public: Josh Scott; SHEDCO Executive Director Andrea Powers

Adoption of Agenda

Adopted as published.

Communications from the Public

Appreciation for advancing the airport

Airport Manager Update

- T-Hangar Update:
 - 20878 Site Ob Report was reviewed
 - Punch list has been provided to HCE
 - Grading work has been completed on the approaches and taxilane and is awaiting final compaction testing;
 - Door seal trim pieces, adjustments, entry door handle change out and cleaning remain to be completed;
 - Due to the delay, the seeding will be pulled from the project and put in the Taxilane project to avoid paying for the work twice.
- Taxilane Project Update:
 - Letter of Recommendation to award the project
 - Committee reviewed the Bid Tabulation and concur with the recommendation to award to the low bidder; Western Construction Inc. of Rapid City
 - KLJ has provided the FAA grant application to fund construction to the Finance Office
- Monthly fuel sales: 657 gallons sold in April
- Monthly flight operations: 45 estimated flight operations; 5 balloon launches, 0 landings
- Average retail price in a 125 mile radius is \$6.21, the average price for a 70 mile radius is \$6.03 and the HSR price is \$6.20. Wholesale fuel price is currently \$4.82. Committee recommends reducing the price to \$5.99



- As of April Expense Report, the Airport had expended 24.31% of its budget through 33.33% of the year.

Airport Observations – Opportunities for Improvement

- Grass around the hangars is extremely stressed and may need to be reseeded if it doesn't come back this summer.

Old Business

1. None.

New Business

1. Review minor revisions to Courtesy Car Policy;
 - a. Changes were reviewed. The use of the Courtesy car is limited to a 10 mile radius of the airport and no more than 4 hours of use.
2. SDDOT CIP meeting on May 29 at Rapid City Regional Airport will be attended by Charlie Baker from KLJ as well as the Finance Officer and Airport Manager. Discussions and updates of the airport CIP will be provided to the FAA and SD DOT.
3. FAA Notice of Funding Opportunity, additional airport grant funding, AWOS III weather system
 - a. KLJ has applied for this grant for the AWOS III project. If the grant is received, the AIP Entitlement Funds designated for AWOS III can be applied to another project.
4. SHEDCO Discussion of potential Business Park in southeastern Zone B area of HSR property.
 - a. Andrea Powers discussed a potential proposal for a Business Park in the Zone B, which is the non-aeronautical portion of the airport property. A minimum of 10 acres is needed but possibly more may be asked for to allow for future development. The Committee support the development of such a business park.

Next meeting Thursday June 6th at 8:30 a.m.

Adjournment: The meeting adjourned at 10:05 a.m.