



City of Hot Springs Airport Advisory Committee – Minutes of Meeting

Date and Time of Meeting: Thursday June 6, 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; Public Works Engineer Tracy Bastian;
Misty Summers-Walton, Finance Officer
Elected officials: Alderman Bill Lukens;
Airport Tenants: Anthony Pritzkau, SD Wildland Fire
Members of the Public: None

Adoption of Agenda

The agenda was amended to include a new business items from SDWLF.

Communications from the Public

Airport Manager Update

- T-Hangar Update:
 - Final inspection is June 25th
 - HCE continue to work punch list items
 - Airport Manager will generate a maintenance list for the doors based on the vendor recommendations
 - Rental agreements are expected to begin July 1st.
- Taxilane Project Update:
 - Contract documents have been received at City Hall and will be on the June 17 Council agenda
- Monthly fuel sales: 1686 gallons sold in May
- Monthly flight operations: 88 estimated flight operations; 18 balloon launches, 3 landings
- Airport fuel inventory on hand, current wholesale fuel price and average retail price reviewed
- FAA CIP Meeting review; Hot Springs had a very strong turnout at the meeting and made a very positive presentation to the FAA and SD DOT with the participation, presentation, questions and plans.

Airport Observations – Opportunities for Improvement

- None

Old Business

1. None.



New Business

1. SEAT Plane will arrive in late June. SDWL Fire request about 2 yards of asphalt millings to level off area for parking. SDWLF will perform the labor, and is just requesting the material. The Airport Manager will assess the request with the City Administrator.
2. Airport Addressing
 - No need to change unless new information provided or conditions change.
3. 2024 Balloon Festival – August 23-25
 - 20 balloons registered
 - New Balloon Meister, Cindy Donnell
 - Requesting a planning meeting with the Airport Manager in the coming month;
 - The Airport Manager reminded the Balloon committee that an Airport Activities Application Form will need to be completed for this event.
4. Fuel Pricing Determination Process Discussion
 - The Airport Manager led a discussion regarding the factors that go into fuel cost and the process he would like to employ to determine retail fuel pricing going forward. The process would not include committee concurrence but would include administrative input and Council approval through the passage of a resolution

Next meeting Thursday July 11th at 8:30 a.m.

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