

## **AVIATION AND TRANSIT BOARD MINUTES**

### **Wednesday, March 6, 2024**

The Aviation and Transit Board met in the Administration Conference Room at the Billings Logan International Airport on Wednesday, March 6, 2024. Those in attendance included:

#### **Aviation and Transit Board Members**

David Hummel, JR.  
Chuck Tooley  
Allison Corbyn  
Megan Bostrom  
Denis Pitman

#### **City Staff**

Jeff Roach, Director of A & T  
Shane Ketterling, Assistant Director of A & T  
Rusty Logan, Transit Manager

#### **Guests**

#### **CALL TO ORDER**

Chuck called the meeting to order at 4:02 pm.

#### **PUBLIC COMMENT PERIOD**

A public comment period was offered, no public comments received.

#### **COURTESIES**

#### **Informational Items**

##### **• Budget Development Update**

Jeff informed the board that departments have submitted budgets to the city, he will be presenting the A&T budget at the end of the month. Not much has changed from last year, there was some slight internal increases from other city departments. Jeff is trying to challenge those increases and will hopefully see some relief. It was discussed that if those increases do happen the airport will have to increase their airline fees, landing fees, tenant fees, and other costs. Jeff did mention that it does make it difficult for Air Service Development with the demand for increased enplanements to the airlines.

##### **• Air Service Development Update**

Jeff had a headquarters visit with United Airlines, they discussed the Chicago service and the possibility of San Francisco flights under the SCASD Grant. Jeff attended the Mead & Hunt Conference last week, he met with eleven air carriers and the USDOT. Jeff informed the board that Alaska Airlines has announced that the Portland service is now year round, not just seasonal. Jeff will be attending the Jump Start Conference in May. Jeff reminded the board of all the exciting news happening at the airport, with Sun County coming, Allegiant flights to LAX, and United increasing their flights to five days a week, beginning in May.

##### **• Airport Administrative & Operations Update**

Shane reported that there was a BID opening for the Cargo Ramp project. Two BIDS were received, Knife River and Askin. Morrison and Maierle's estimate for the project was \$7-8 million. Knife River's BID came in at \$4.7 million and Askin at \$6 million. Shane mentioned the Aviation Place Road project is currently being advertised.

Shane reported the Airport is still negotiating with the applicant for the Operation Supervisor. He is hopeful they will come to an agreement on a start date.

Shane informed the board that the new lobby is now accessible to the public. The B-Concourse is completely enclosed and they are heating it. The board and staff toured the terminal construction project after the meeting.

- **Transit Administrative & Operational Reports**

Rusty reported that the Facilities Remodel project is out for BID. The EV Charger installation project went out for BID, however, no BIDs came in. He believes the reason is due to the project being small and delays in the equipment. This project will be reevaluated and go back out for BID at a later time.

Rusty informed the board that Jenna is still seeing an increase in advertisement. He also mentioned that LIFTT called and asked if they could use MET in an ad campaign for next month.

Rusty informed the board that he has five operator vacancies and four in training. He is still working on becoming a certified third party licensing location for CDL drivers, this will help speed up the hiring and training process.

Rusty reported that the ridership numbers did improve for February with a 4.5% increase and a 19% increase on Saturdays. Overall there is an annual increase of about 7%. He stated that there's an average of 34,913 rides per month since the fix route change.

Rusty informed the board that new vans and buses all should be coming next month.

Denis asked Rusty if there is a safety issue or concern for the drivers. Rusty responded that they have Road Supervisors now to assist the drivers, as well as increased support from the Billings Police Department.

- **Items from the Board**

Jeff informed Denis that he is having a meeting with Delta next week to discuss the human remains issue.

Denis invited Jeff to attend a Funeral Directors meeting so he could learn more about the transporting of human remains.

David mentioned that he overheard the City converting the City department into an Airport Authority. Jeff stated that there has been some discussion about that, but there are some determining factors that need to be reviewed before it can happen. He will keep the board informed if he hears anything more.

Megan asked Rusty if the negotiations have started, he replied that discussions are happening to help limit the impact of what possibly could happen if negotiations are delayed.

Allison asked Jeff if he could come up with actual costs for intrastate traveling, to show how cost prohibitive it is for the public.

Chuck adjourned the meeting at 4:38 pm

jm

cc: Aviation and Transit Board  
Chrono  
City Administrator- Via e-mail  
Mayor- Via e-mail  
City Clerk- Via e-mail