

## **AVIATION AND TRANSIT BOARD MINUTES**

### **Wednesday, August 7, 2024**

The Aviation and Transit Board met in the Administration Conference Room at the Billings Logan International Airport on Wednesday, August 7, 2024 at 4:00 pm. Those in attendance included:

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

Chuck Tooley  
David Hummel, JR.  
Megan Bostrom  
Denis Pitman  
Steve Tostenrud  
Barbara Schneeman  
Allison Corbyn

#### **City Staff**

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

#### **Guests**

Heather Mosser w/ Morrison-Maierle, Inc  
Ron Spence

### **CALL TO ORDER**

**Jeff and Shane started the meeting with a tour of the Airport Construction Projects**

Steve called the meeting to order at 4:30 pm.

### **PUBLIC COMMENT PERIOD**

None

### **COURTESIES**

None

### **Informational Items**

- **Master Plan**

Heather Mosser from Morrison-Maierle, Inc. briefed the board on the status of the Airport Master Plan Update (MPU).

Jeff added that one of the phases of the MPU that the FAA approves, is the forecast. This is to make sure that the Airport is not inflating the numbers to try to justify additional federal spending as part of the AIP program. They then approve the airport layout plan and the Airport approves the rest.

- **Montana Air Service Rendezvous Update**

Jeff discussed the Montana Air Service Rendezvous with the Board Members. Jeff invited the Board Members to the Skyline Reception Dinner hosted by Edward Jet Center and Big Sky Economic Development.

- **Transit Facility Construction**

Rusty showed the Board Members some pictures of the construction process and explained that although there have been some setbacks, overall everything is moving forward. Rusty suggested that if there is enough progress, the board could possibly tour the area at one of the next two meetings.

- **Transit Administrative/Operational Reports**

Rusty reported that the Teamster negotiation process wrapped up, and everyone is content with the outcome and City Council also approved the FY'25 budget.

Rusty discussed the Metropolitan Planning and what this means to the Billings area. He talked about how some of the routes are going to be changing and that they are going to be adding some new routes to different areas of town. A route that he is trying to fix for a quicker connection is from the Heights to the West End.

There was discussion about why there is a large increase in certain areas of town from the past.

Rusty informed the Board Members that there was a 72% increase of ridership from last year even when schools are out during the summer. Rusty stated that the overall ridership numbers are at 429,000 for the year.

Rusty talked about different grants received and what the plan is with the grant money; showed the Board a new bus wrap and stated that currently there is one Operator and Road Supervisor vacancy.

- **Airport Administrative/Operational Reports**

Shane gave a quick update on the Airport Terminal construction to include the new lobby and B Concourse bathrooms. We just temporarily opened six new bathrooms on the B Concourse that are currently unisex.

Shane informed the board that Heather Mosser assisted the Airport with submitting an FAA competitive Grant for additional Terminal Rehabilitation Work. A Notice of Funding Opportunity (NOFO) was recently advertised and BIL asked for twelve million dollars. If BIL is awarded the grant, we will add more ticket counters, refresh the exterior front of the building, and remodel the baggage claim.

Shane informed the board that the FAA Inspector is at the Airport this week. Tonight she is inspecting the Airfield lighting and tomorrow she will be looking through numerous employee training records, manuals, and plans.

Shane informed the board that Mark Evangeline retired and they promoted his Lead worker, David Miller. Currently the Lead Worker and custodian positions are being advertised.

Jeff announced that BIL moved up enplanement status to the 143<sup>rd</sup> busiest airport, from 145<sup>th</sup>. He also announced that BIL is now the 53<sup>rd</sup> Airport for Air Cargo. Jeff will put out a press release once they release the final numbers.

There was a discussion between Jeff and the board about revenue and increasing some rates, such as fuel flowage and landing fees.

Allison asked if the Airport could look into the possibility of collecting individual emails in the terminal, for marking. Shane will look into this possibility.

## **Items from the Board**

Steve adjourned the meeting at 5:20 pm

jm

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