



AVIATION AND TRANSIT COMMISSION MINUTES
Tuesday, February 2, 2016

The Aviation and Transit Commission met in the Administration Conference Room at the Billings Logan International Airport on Tuesday, February 2, 2016. Those in attendance included:

Aviation and Transit Commission Members

Ken Behling, Chair
Dan Farmer, Vice Chair
Peggie Gaghen
Ron Spence
Mark Astle

City Staff and Guests

Kevin Ploehn, Director of Aviation & Transit
Jim Perez, Transit Manager

PUBLIC COMMENT PERIOD

A public comment period was offered. No public comments were received.

INTRODUCTION OF NEW TRANSIT MANAGER

Mr. Ploehn introduced and welcomed new Transit Manager, James Perez. Mr. Perez provided the Commission with some background information on himself. He then provided some thoughts on what he has observed so far.

ESSENTIAL AIR SERVICE (EAS) MEETING UPDATE

Mr. Ploehn recapped for the Commission the EAS meeting that was held January 28, 2016. For this meeting the EAS provider, Cape Air, brought in most of their top brass including President Linda Markham, and Vice President of Planning, Andrew Bonney. The topic of discussion centered on the pilot shortage and how Cape Air is planning to address it. Cape Air showed that just three years ago they had 146 pilots and this last December they were down to just 94 pilots. They currently have 99 and should have a few more in the next few weeks. Their target is to have 140 pilots again by the end of the year. In order to keep their EAS contracts as whole as possible, they have moved pilots to Montana and will stop flying profitable flights in both the Caribbean and in the Northeast until the pilot issue is corrected. They apologized for the cancelled flights this last December and until enough pilots are available, they proposed a number of flight change options for the EAS service. The most logical appeared to be dropping one of the five daily Sidney flights temporarily. They pointed out that if they do not fly the fifth flight, they do not get paid, but it was the only logical short term option. The Sidney, Montana representative was going to take the information back to their board and compare that option with some of the other options, such as doing a one stop in Glendive. Mr. Ploehn will let the Commission know what the final outcome is.

AIRPORT AND TRANSIT ADMINISTRATIVE/OPERATIONS REPORTS

- ▶ Mr. Ploehn provided an update on the Advertising RFP process. He said that only one RFP was received, it was from the current concessionaire Epcon Sign Company. Subsequently, there will be no need to bring a selection Committee together for which Commissioner Astle had volunteered.

- ▶ Mr. Ploehn informed the Commission that the Assistant Director position has been advertised, and would close on February 12. Once the applications are received, he will be in touch with the interview committee. Commissioners Gaghen and Ruegamer volunteered to be on the interview committee.
- ▶ Mr. Ploehn told the Commission that the design work by Ad Creative that he mentioned last month was not quite ready, and it would be later this month before it is presented to him. He is anxious to see what they come up with.
- ▶ Mr. Ploehn then updated the Commission on the tunnel boring project. The second tunnel is underway and has bored over 170 feet, with approximately 380 feet to go. He provided some pictures of the equipment used and the actual tunnel.
- ▶ Mr. Ploehn then updated the Commission on the design progress of the Concourse B project. The meeting last month was very productive and resulted in some creative thinking on how to proceed in order to not interfere with future gate area expansion. CTA will be meeting with Airport staff next week to show the concepts of what they drafted up.

ITEMS FROM THE COMMISSION

Vice Chair Farmer commented that after January's meeting discussion on the pilot shortage, he found some additional information on the Airline Transport Pilot Certification requirements, which he handed out.

There being no further business, the meeting was adjourned.

KP:mdb

cc: Aviation and Transit Commission
Chrono
City Administrator
Mayor
City Clerk