



**AIRPORT COMMISSION**

**MINUTES**

**REGULAR SESSION**

**Wednesday, October 4, 2017 - 2:00 P.M.  
Lindbergh Conference Room**

Members Present: Mr. Bales, Mr. Cantwell, Ms. Davis, Mr. Fitzgerald, Ms. Fowler,  
Mr. Jenkins, Mr. Lipman, Dr. Nemanick, Ms. Osborn, Mr. Sauget,  
Mr. Stelzer, Ms. Teitelbaum and Chairperson Hamm-Niebruegge

Via Telephone: Ms. Green, Mr. Reed

Members Absent: None

Vacancies: Two

Airport Staff: Beckmann, Brandon, Collins, Conner, Glasener, Gooding, Hollenberg,  
Jones, M., Kinsey, Klein, Kulinsky, Lea, Ramos, Ruth, Ryan, Salarano,  
Spencer, Stella, Stone, Strobel, Strong, Tiemann

Legal Department: Pandolfo, Diekhoff, Emmel

Guests: Koran Addo, Mayor's Office; Ingrid Braeuninger, Airport Terminal  
Services; Ollie Dowell, Ollie Dowell Communications; Jeff Fernhoff,  
Huntleigh McGehee; Jim Garavaglia, Comptroller's Office; Charity  
Garner, Stern Brothers; Lyda Krewson, Mayor; Linda Macey, Southwest  
Airlines; Linda Martinez, Mayor's Office; Kevin McNatt, Unite-Here 74;  
Joyce Opinsky, Stern Brothers; Tyson Pruitt, Comptroller's Office; Cara  
Spencer, Board of Aldermen

Media: Kevin Killeen, KMOX  
Mark Schlinkmann, Post-Dispatch

The Meeting was called to order at 2:02 P.M.

1. **MAYOR KREWSON BRIEFING:**

Mayor Lyda Krewson briefed the Commissioners on the privatization plan.

A Request for Proposals ("RFP") for an Advisory Team ("AT") was released on September, 19, 2017 and proposals are due to the City on October 20, 2017. The bids received will then be reviewed and the AT chosen.

The AT will perform an initial evaluation of the Airport. It will then assist the City in the development of an RFP or a Request for Qualifications ("RFQ") for a potential operator for the Airport. The AT will recommend a process and a timeline to be presented to the FAA.

The City and the AT will determine possible economic development opportunities at the Airport, the impact on the surrounding communities, and any effect privatization would have on the City's credit rating. Operating standards will be developed for the Operator to follow.

Meetings will be held with the airlines, as any Privatization Agreement would require approval by 65% of the airlines operating at the Airport.

One requirement of the RFP/RFQ process is that no person serving on the AT may also be a member of a group bidding on the Operator Agreement.

The Mayor stated that if privatization was to occur, there may still be a need for an advisory group (as opposed to an Airport Commission) that would be responsible for overseeing whether the Operator is in compliance with the terms, conditions and standards of the Operator Agreement. The Mayor also assured the Commissioners that if privatization does not offer improvement for the Airport, the City will not proceed.

The Mayor responded to several questions/comments from Commissioners.

- Commissioner Nemanick asked how a private operator would be better suited to provide these services than current Airport personnel.
  - Mayor Krewson replied that is one of the issues to be determined is whether a private operator could bring additional flights, freight or services to the Airport through other business or airport associations it may have.
- Commissioner Stelzer inquired about the effect a private operator would have on the current employees at the Airport.
  - Mayor Krewson replied while she could not answer definitively, the matter is important and will be reviewed by the AT to determine whether a retention requirement or goal would be included into the RFP/RFQ.
- Commissioner Davis expressed concerns regarding conflicts of interest and the importance and difficulty of ensuring that the AT members aren't also part of the Investment/Operating group or have prior or current business dealings and relationships

with them; she then cautioned that during this process all dealings must be handled so as to not appear questionable or create controversy.

- Mayor Krewson agreed that all dealings must be made in an aboveboard manner. She then continued by stating that that the goal of the entire process is to increase flights (both freight and passengers) and to help the Airport generate economic benefits for the entire region. If those goals aren't met, the Privatization Agreement will not be finalized.
- Commissioner Cantwell asked how the money that may potentially come from privatization would be used (the City, Airport, entire region).
  - Mayor Krewson replied that the FAA would have to approve any plan to disburse potential sums acquired from a Privatization deal. The FAA usually favors infrastructure improvements but a very detailed plan would be formulated to ensure the money is used in the proper manner.

2. **EXECUTIVE SESSION:**

Chairperson Hamm-Niebruegge requested a motion that the Commission temporarily adjourn its meeting in order to hold an Executive Session as provided by Section 610.021(2) of the Missouri Revised Statutes to discuss certain real estate transactions at the Airport.

A motion as requested by the Chairperson was made by Mr. Stelzer and seconded by Dr. Nemanick. A roll call vote was taken on the motion, and it unanimously passed 14 to 0 with Chairperson Hamm-Niebruegge abstaining.

Chairperson Hamm-Niebruegge then asked that all present leave the meeting room, with the exception of Commission members, previously designated Airport staff, and invited guests. She stated that this meeting will reconvene immediately following the conclusion of the Executive Session so the Commission may conduct further business. After the general public left, the Airport Commission met in Executive Session, which began at 2:24 p.m.

The Executive Session having concluded at 2:40 p.m., the public was invited to return and the meeting reconvened at 2:42 P.M.

3. **MINUTES**

Approval is requested for the Minutes of the Wednesday, September 6, 2017 Airport Commission Meeting.

A motion for approval was made by Mr. Bales and seconded by Mr. Jenkins.

Mr. Fitzgerald requested that the September Minutes reflect that the Airport was to research what the costs would be associated with the Airport offering various levels of free Wi-Fi, as well as the costs to implement a completely free Wi-Fi system. The Commissioners would then be advised of these findings.

Mr. Pandolfo advised the Commissioners that the September Minutes would be amended and brought before the Commission for approval at the November meeting.

Commissioner Reed left the proceedings at this time.

4. **OPERATIONS**

Approval of the First Amendment to the Service Agreement with Complete Auto Body & Repair, Inc. to provide Fleet Vehicles & Special Equipment Maintenance/Repair Services for the Airport. The Service Agreement commenced on January 1, 2013 and will be extended four months to end on April 30, 2018. The Not-To-Exceed Contract Amount will be increased by \$33,335 from \$500,000 to \$533,335.

A motion for approval was made by Ms. Teitelbaum and seconded by Mr. Bales.

Mr. Stella provided the details of the Service Agreement as set out in the Executive Summary included with the agenda items and recommended approval of the motion.

This Agreement provides for preventive maintenance and repair services for approximately 130 small passenger vehicles and several pieces of specialized equipment. The Amendment, which extends the current contract for four months, will provide sufficient time to complete a new Solicitation for Bids, which includes an option for auto body repair.

A discussion followed regarding the lack of MBE/WBE participation on the current contract. Ms. Gooding advised that when the new Solicitation For Bids for these services is awarded, the Business Diversity Development ("BDD") Office will be working very closely with the new contractor to ensure that minority firms are utilized. Ms. Gooding pointed out that there are currently several certified auto body firms that may be in a position to bid on the contract as a prime bidder and the BDD Office will meet with them and encourage these companies to bid. Commissioner Davis stated that she was aware of several auto body firms that would be in a position to perform this type of work. Ms. Gooding stated that often minority firms do not renew their BDD certifications, and she would like to meet with Commissioner Davis to discuss the firms so they can be added to the BDD list if they aren't currently.

Commissioner Nemanick then asked if there were any consequences/penalties for contractors that do not fulfill their MBE/WBE efforts. Mr. Stella advised that depending on the contract, there are several options available to accomplish this. One is to remove part of the scope of the work on a contract and assign it to a minority enterprise. Another is to terminate the contract.

After further discussion a vote was taken and the motion carried with Commissioner Osborn voting nay.

5. **PROPERTIES**

A. Lease Agreement with Community America Credit Union (AL-058)

A motion for approval was made by Mr. Stelzer and seconded by Ms. Teitelbaum.

Mr. Salarano provided the details of the Lease Agreement as set out in the Executive Summary included with the agenda items and recommended approval of the motion.

This three-year Lease is for a Credit Union located on Lambert International Boulevard, west of Terminal 1. It encompasses 14,000 sq. ft. of land and improvements. Annual revenue to the Airport will be \$68,904 in year one and increase to \$71,688 by the end of year three. The Lease contains a 120-day cancellation provision.

There being no discussion, a vote was taken and the motion carried with Commissioner Bales abstaining.

B. Space Permit with Steelo Cleaning (AL-069)

A motion for approval was made by Mr. Bales and seconded by Mr. Stelzer.

Mr. Salarano provided the details of the Space Permit as set out in the Executive Summary included with the agenda items and recommended approval of the motion.

This three-year Space Permit covers 489 sq. ft. located on the baggage claim level of Terminal 1 and will be used for administrative purposes. Annual revenue to the Airport will be at the Terminal 1 rental rate of \$43.70 per sq. ft., totaling \$21,369.30 (the rental rate is recalculated every July 1<sup>st</sup>). There is a 30-day cancellation provision.

There being no discussion, a vote was taken and the motion carried unanimously.

C. Space Permit with TMP Enterprises, Inc., d/b/a Executive Delivery (AL-072)

A motion for approval was made by Ms. Fowler and seconded by Mr. Stelzer.

Mr. Salarano provided the details of the Space Permit as set out in the Executive Summary included with the agenda items and recommended approval of the motion.

This three-year Space Permit covers 137 sq. ft. of space located in Terminal 1. The area is used as administrative space for the company that returns lost or misdirected luggage to passengers.

Annual revenue to the Airport will be the Terminal 1 rental rate of \$43.70 per square foot, totaling \$5,986.90 (the rental rate is recalculated every July 1<sup>st</sup>).

There being no discussion, a vote was taken and the motion carried unanimously.

D. MOA between City of St. Louis and Air Canada for Relocation and Installation of Passenger Loading Bridges

A motion for approval was made by Mr. Stelzer and seconded by Ms. Teitelbaum.

Mr. Salarano provided the details of the Insurance Policies as set out in the Executive Summary included with the agenda items and recommended approval of the motion.

Air Canada, which previously operated under United Airways at Gate A9, has chosen to operate its own gate at Gate A17. As Air Canada preferred the Passenger Loading Bridge at Gate A9, the City will have the jet bridge at A9 relocated and installed at Gate A17 at Air Canada's cost in accordance with the Airport's Loading Bridge Policy. The not-to-exceed agreement amount of \$29,200 is to be paid by Air Canada in advance. Under the MOA any costs in addition to that amount will be the responsibility of Air Canada.

After further discussion, a vote was taken and the motion carried unanimously.

6. **OTHER BUSINESS**

A. 1. Supervisor of the Quarter: Mickolus Jones

Mickolus Jones, is a Lead Foreman in the Airfield Maintenance Department. He has been employed at the Airport for approximately 20 years. He was nominated for his dedication, affable demeanor and his willingness to assist coworkers or volunteer for assignments whenever the need arises. He is a definite asset to the Airport.

2. Employee of the Quarter: Valeta Avery of Airfield Maintenance was nominated as the Employee of the Quarter, but was unable to attend today's meeting and will receive her award at a later date.

B. Memo listing Airport Service Contracts under \$10,000 (No vote or action required)

C. Memo listing Film/Photography Permits Issued in FY '17 (No vote or action required)

The Vino Volo expansion in Terminal 2 is complete. It has reopened and is doing very well. The new Vino Volo located in Concourse A will open Thursday, October 5, 2017.

The passenger numbers for August, 2017 increased 7.2% over August, 2016.

The 6<sup>th</sup> Annual Art of Travel will be held on Thursday, October 6, 2016.

Commissioner Fowler requested an update on the cargo facility. The Chairperson briefly discussed the ongoing cargo activity and advised that the environmental cleanup of the cargo facility is scheduled to begin by the end of October. The Ambassador of Mexico will be visiting St. Louis later this month to discuss trade. The Chairperson will give a more in-depth report after meeting with the Ambassador.

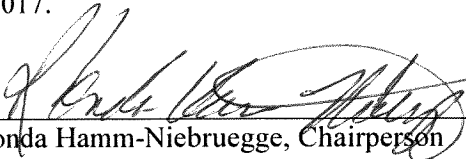
7. **NEXT MEETING**

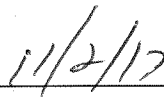
Wednesday, November 1, 2017 at 2:00 P.M.

8. **ADJOURNMENT**

The meeting adjourned at 3:15 P.M.

The foregoing were approved by the Airport Commission at the meeting held on Wednesday, November 1, 2017.

  
Rhonda Hamm-Niebruegge, Chairperson

  
Date