



AIRPORT COMMISSION

MINUTES

**Wednesday, December 5, 2018 - 2:00 P.M.
Lindbergh Conference Room**

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

Via Telephone Ms. Green

Members Absent: Ms. Fowler, Dr. Gaal, Mr. Kling, Mr. Reed

Airport Staff: Beckmann, Collins, Conner, Glasener, Gooding, Hollenberg, Klein, Kulinsky, Lea, Ramos, Ruth, Ryan, Salarano, Spencer, Stella, Stoffel, Strong, Tiemann, Titus

Legal Department: Pandolfo, Diekhoff

Guests: Lorenzo Boyd, Stifel; James Garavaglia, Comptroller's Office; Jordan Haar, First Rule; Duane Huelsmann, TSA; Tom Malecek, County Executive's Office; Srinivas Yanamanamanda, CBB

Media: Mark Schlinkmann, St. Louis Post-Dispatch

The Meeting was called to order at 2:00 P.M.

1. **MINUTES**

- A. Approval is requested for the Minutes of the November 7, 2018 Regular Airport Commission meeting.

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

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

- B. Approval is requested for the Minutes of the November 7, 2018 Executive Session.

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

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

2. **OPERATIONS**

Approval of an Agreement to The Flag Loft to provide Flag Cleaning Services to the Airport. The Agreement will commence on February 1, 2019 and will expire on January 31, 2022. The total Contract Not-To-Exceed Amount is \$15,000.

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

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

There was a typographical error on the agenda sent out to the Commissioners. The amount of the contract should have read "\$15,000" and has been changed on the official copy of the Agenda and these Minutes.

This is a three-year Agreement for the cleaning, repair and replacement of the flags located in both terminals and the Airport's outlying buildings and conference rooms. This Agreement (2019-2021) is 25% higher than the previous Agreement (2016-2019) due to an increase of both the cost of flags and the increased frequency of replacement. It is, however, a savings of 20% over the two prior Agreements (2010-2016).

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

Commissioner Davis entered the proceedings at this time.

3. **PROPERTIES**

Lease Agreement with Kinloch Fire Protection District of St. Louis County (AL-048)

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

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 Lease Agreement is for the use of a firehouse by the all-volunteer fire department in Kinloch, Missouri. Revenue to the Airport is one dollar (\$1.00) annually. There is a 30-day cancellation clause.

Following a discussion regarding the possible sale of the property to Kinloch, the Commissioners were advised that in order to sell the property, Kinloch would need to purchase the parcel at its fair market value. Kinloch does not have the resources to acquire the parcel. Under this short-term lease the City has the ability to terminate the lease without cause by giving 30 days' notice.

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

4. OTHER BUSINESS

ASQ Scores Update

Mr. Lea presented a presentation entitled ASQ Performance Report – 2018 Q3 (a copy of the presentation is included with the official file).

The Airport ("STL") has been involved with the Airport Service Quality ("ASQ") survey program for three years. As part of this program the Airport can compare its scores to numerous other airports throughout the world.

Although the number of airports participating each quarter will vary, for the 3rd quarter of 2018, STL ranked 165 out of the 335 participating airports worldwide on Overall Satisfaction. STL received a score of 4.19 (out of a possible 5.) It was the highest score achieved by STL in the six years of participation in the program.

During the 3rd quarter of 2018, STL placed 15 out of the 27 domestic airports participating in the program, again the highest ranking thus far. In 15 categories on the survey, STL achieved its best ranking in the last 5 quarters, with 30% of those scores in the top 10 of those 27 airports. Scores from leisure travelers increased from 4.14 to 4.29 during this quarter. However, scores from business travelers decreased from 4.09 to 3.87.

The top categories were:

- Check-in wait time & efficiency/courtesy of staff
- Security screening wait time & courtesy of staff
- Wayfinding ease

The lack of free Wi-Fi at STL has often resulted in lower ASQ scores in that category. The introduction of 60 minutes of free Wi-Fi during the last quarter provided a slight increase in the ASQ score for this quarter.

Per the survey results, three of the lower scored categories will be priorities: 1) comfort of waiting gate areas; 2) internet access/Wi-Fi and 3) restaurant/eating facilities.

A new storefront, STL Marketplace, recently opened in Terminal 2. Plans are being reviewed for a new restaurant in the expanded area of Terminal 2. Both of these will offer additional amenities for the passengers.

T2 Traffic Study Update

Mr. Beckmann gave a presentation entitled "Terminal 2 Transportation Study" (a copy of the presentation is included with the official file). The Airport's traffic study was conducted by CBB Engineering. Mr. Srinivas Yanamanamanda, the President of CBB, was present and

introduced to the Commission. CBB is currently designing a lengthened left turn lane into Terminal 2, as well as designing improved signalization around the Airport. These projects will be constructed in 2019.

Listed below are several suggestions offered by CBB to help alleviate traffic congestion on the Terminal 2 drives.

Terminal 2 Arrival Level – currently consists of eight spaces for passenger cars and TNCs.

- Option 1 – a TNC curb lane located on the east lawn of Terminal 2. This will add about 250 feet of drive lane and parking for about 10 passenger vehicles.
- Option 2 – redirect all passenger cars to the outer (south) lane, with shuttle buses using the inner (north) lane closest to the terminal.
- Option 3 – leave passenger, TNC and shuttles in the inner (north) lane, with a portion of the shuttles moved to the outer (south) lane. This would not completely separate shuttles and passenger vehicles.
- Both of these options would include the installation of a western pedestrian walkway across the lanes of traffic.
- Use of highly color-coded signage to direct people to various pickup locations

Terminal 2 Departure Level – currently consists of 5 spaces for shuttle parking and 15 spaces for passenger/TNC parking.

The parking spaces will be restriped to a standard size, allowing for six additional parking spaces. Additional parking spaces will be acquired by reconfiguring the island located at the west end of the departure level and removing the “escape lane” (which allows traffic to exit halfway through the drive). All traffic will continue to the west end of the drive to exit.

A conversation then took place regarding the Airport’s current parking configuration in both terminals. Whereas many airports opt for a double drive lane configuration, the Airport has determined, and the engineering firm has agreed, that the current drive in/drive out method works well and will continue to be utilized.

The installation of an additional dynamic message board is also being considered. This board would advise passengers exiting the highway at Exit 236, of traffic or garage availability prior to them reaching Terminal 2.

Roadway Construction

To aid in traffic flow, it is proposed to convert the two current left-turn lanes into three left-turn lanes into Terminal 2. The left-most turn lane would enter directly into a new entrance for the garage on the surface level. This entrance would only be available for eastbound traffic. Westbound traffic would enter the garage from a new entrance on the south side of the garage.

This option would necessitate the removal of the left turn lanes from Air Cargo Road to Lambert International Blvd. That traffic would filter into the Arrival Lanes and exit at the west end of the terminal.

Funding from existing bonds is available for these projects. However, prior to any construction, the Airport would need approval from the airlines.

Changes Currently Being Made:

By December 12, 2018, the Customs & Border Patrol vehicles that are currently parked at the west end of the drive will be relocated and those parking spaces will be used for TNC vehicles.

Also by December 12, 2018, new industry standard signage, denoting "Ride App Pickup", will be installed in both terminals for Uber and Lyft pickup locations.

5. **EXECUTIVE SESSION**

There will be a request to hold an Executive Session pursuant to Missouri Revised Statutes, Section 610.021(2), to discuss the leasing of certain real estate at the Airport.

A motion was made by Mr. Fitzgerald and seconded by Mr. Bales. A roll call vote was taken on the motion, and it passed with 11 ayes.

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 the meeting would reconvene immediately following the conclusion of the Executive Session so the Commission may conduct further business. After the general public departed, the Airport Commission met in Executive Session, which began at 3:11 p.m.

The Executive Session having concluded at 4:02 p.m., the public was invited to return and the meeting reconvened at 4:02 P.M.

6. **OTHER BUSINESS (Cont.)**

Sun Country will add two additional weekly flights to Fort Myers, Florida beginning February 14, 2019. The flights will operate four times per week on Wednesdays, Thursdays, Saturdays and Sundays.

Passenger numbers for October 2018 vs. October 2017 increased 6.2%. Year to date numbers show a 6.1% increase. Originating passengers increased 5.1%, with connecting passengers increasing by 9.8%.

Commissioner Ben Lipman's term expired in November 2018. He has accepted a position in Las Vegas and opted not to renew his appointment.

7. **NEXT MEETING**

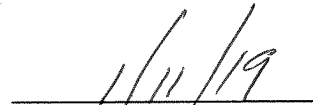
Wednesday, **January 9, 2019** at 2:00 P.M.

8. **ADJOURNMENT**

The meeting adjourned at 4:05 P.M.

The foregoing were approved by the Airport Commission at the meeting held on Wednesday, January 9, 2019.


Rhonda Hamm-Niebruegge, Chairperson


Dated