

AIRPORT COMMISSION

MINUTES

**Wednesday, June 5, 2019 - 2:00 P.M.
Lindbergh Conference Room**

Members Present: Mr. Bales, Ms. Davis, Mr. Fitzgerald, Ms. Fowler, Mr. Jenkins, Mr. Kling, Ms. Osborn, Mr. Reed, Mr. Sauget, Mr. Stelzer and Chairperson Hamm-Niebruegge

Via Telephone: Mr. Cantwell

Members Absent: Dr. Gaal, Ms. Green, Dr. Nemanick, Ms. Teitelbaum

Vacancy: One

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

Legal Department: Pandolfo, Emmel

Guests: Eyasu Asfaw, Airport Best Transportation; Tom Curran, County Executive's Office; Maurice Falls, Board of Aldermen; Jeff Fernhoff, Huntleigh McGehee; Jim Garavaglia, Comptroller's Office; Brandon Geier, First Rule; Bekele Germa, Airport Best Transportation; Mark Kostos, TSA; Douglass Petty, Airport Working Group; Lynn Sansone, GEM Transportation; Jim Spriggs, TSA; Kevin Wilson, GEM Transportation

The Meeting was called to order at 2:03 P.M.

1. **MINUTES**

Approval is requested for the Minutes of the May 1, 2019 Airport Commission meeting.

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

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

2. **ORDINANCE**

A draft Ordinance authorizing a public works and improvement program at the Airport consisting of capital improvement projects to and for the terminal complexes, concourses, parking facilities, buildings and structures, taxiways, runways, and environs including the acquisitions of certain vehicles and

equipment (the “Airfield, Building & Environs Projects”), as more fully described in Section One of the Draft Ordinance and Exhibit A thereto entitled “Project List” at a total estimated cost of \$95,000,000. This Draft Ordinance also authorizes an Initial Appropriation totaling Twenty-Nine Million Seven Hundred Thirty-One Thousand One Hundred Ninety Dollars (\$29,731,190) as more fully described in Section Two of the Draft Ordinance and supplemental appropriations when authorized by ordinance in order to continue the Airfield, Building & Environs Projects.

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

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

This Ordinance authorizes a public works and improvement program as more fully described on Exhibit A entitled “Project List Fiscal Year 2020 and 2021” and authorizes an initial appropriation of \$29,731,190 as follows: \$6.5 million from the Airport Development Fund, \$14,221,326 from Series 2019A Construction Sub-Account and \$9,009,864 from the Series 2019B Construction Sub-Account.

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

3. **OPERATIONS**

- A. First Amendment to the Service Agreement for Fuel Systems Maintenance Services for the Airport with Superior Acquisitions, LLC. The Service Agreement commenced on June 7, 2016 and will now end on June 30, 2020. The Not-To-Exceed Contract Amount will be increased by \$60,000 from \$180,000 to \$240,000.

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

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

This First Amendment continues the annual maintenance, inspections and emergency repair of the Airport’s Fuel System, which consists of diesel, compressed natural gas and gasoline vehicles, underground tank monitoring, computerized dispenser system, storage tanks, etc. It also includes training of Airport employees on the servicing of the equipment as Airport employees provide the monthly maintenance and annual inspections on the fuel system. Additional funds have been added to this contract for any emergency repairs that may be needed. This Amendment contains no change in the scope of service and there were no rate changes.

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

- B. First Amendment to the Service Agreement with Gateway Industrial Power, Inc. to provide Emergency Generator Maintenance Services for the Airport. The Agreement commenced on August 1, 2016 and will now end on June 30, 2020. The Not-To-Exceed Contract Amount will be increased from by \$225,000 from \$620,000 to \$845,000.

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

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

This First Amendment extends the maintenance and inspection of the Airport's 23 standby emergency generators. The Amendment requires that all maintenance and inspections comply with the 2019 National Fire Protection Association 110, Standard for Emergency and Standby Power Systems, to include annual fuel polishing and fuel testing services on all of the generators, the 10,000-gallon above ground diesel storage tank and two portable diesel fuel tankers.

Under this amendment, the rates increased 2.43%; however, the not-to-exceed amount decreased by 8.5%, or approximately \$21,000, in that the Level III service overhaul, which is performed every 3 years, was completed in 2018 and will not be required again until 2021.

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

4. **PROPERTIES**

- A. Lease Agreement with Second Missionary Baptist Church (AL-095)

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

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 Space Permit covers a parking lot used by the church. Annual revenue to the Airport is \$600.

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

- B. Shared Ride Shuttle Concession Agreement with Airport Best Taxi Service, LLC (AL-106)

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

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

Eyasu Asfaw of Airport Best Taxi Service was present and introduced to the Commission. This five-year Concession Agreement grants the right to develop, manage and operate a Shared Ride Shuttle service to transport groups and conventions to destinations throughout the metropolitan area. The Agreement covers 1,100 sq. ft. in Terminal 1 and 80 sq. ft. in Terminal 2 for reservations desks. The Agreement also provides designated passenger pick up areas in both terminals. Revenue to the Airport will be 9.5% of gross sales during Contract Year 1 and will increase to 11% of gross sales in Contract Year 5. This Agreement contains a 90-day cancellation clause.

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

C. Cargo City Lease Agreement with Airport Bridge Company, Inc. (AL-109)

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

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

This Cargo City Lease Agreement covers 5,238 sq. ft. of enclosed building space, along with 5,230 sq. ft. of unenclosed space in Cargo City Building #2, for the maintenance of passenger loading bridge and ground service equipment. Revenue to the Airport will be \$44,939.40 annually. The Lease contains a 60-day cancellation clause.

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

5. **OTHER BUSINESS**

Employees of the Quarter – this was postponed until the July Commission meeting.

Update on Construction Projects:

Angel Ramos, Assistant Director, Planning/Engineering, gave a presentation regarding ongoing and future construction projects around the Airport.

Lactation Suites - Lactation Suites, called “Lactation Station” or “Mother’s Room” in other airports, are being constructed on all concourses and provide a secure, private area for nursing mothers. Each suite contains a sink, comfortable seating, a table and access to an electric outlet. These Suites will be located at Gate A10, Gate C9 and Gate E33. A code will be needed to access the Suites.

Ground Transportation Center, a/k/a “Bus Port” (“Transportation Center”) - The current Transportation Center serves MetroBus, Greyhound and the Terminal

Shuttles and is located at the exit of Terminal 1 on Lambert International Boulevard. The current Terminal 1 cell phone lot will be relocated to be adjacent to the remodeled Ground Transportation Center. The new Transportation Center will contain approximately 900 sq. ft. of space, for potential use for concessions.

New Entrance Signs – New entrance signs, consisting of 12-foot high red “STL” letters. Two signs are currently under bid and will be located at the intersection of Cypress Road and Lambert International Blvd. (Natural Bridge) and between the exits for Arrivals and Departures at Terminal 1 (on Lambert International Blvd.)

Stanchions – The new stanchions, which are double-belted, magnetic and more easily detectable to passengers with impaired vision, have been installed at checkpoints A, C, E (main) and F, which is the TSA pre-check in Terminal 2. Additional stanchions to be installed in Terminal 2 this summer.

Charging Stations - Four charging stations, consisting of either groupings of four chairs or single stand-up workstations and which provide both electric and USB charging options, were recently installed at Gate A9, Gate C9, inside the C Concourse checkpoint and in front of the Airport Administration Office. The installation of an additional charging station planned for the Gate C9 area.

Asphalt Repaving: Lot A was repaved in 2017; the Terminal 1 exits in 2018; Lot B in May, 2019. Lot C scheduled for the fall of 2019 and Lot D scheduled for the spring of 2020.

Air Locks at Terminal 1 – a second set of doors was installed at each entrance on the upper level of Terminal 1 to control air flow during extreme heat and extreme cold.

Remodel of Gates C27/C28/C29/C30 – Gates C27 and C28 were remodeled in 2017. Gates C29 and C30 recently renovated with new carpeting, fresh paint, new podiums and a remodeled set of restrooms. This completes the renovations on the C extension.

Passenger Loading Bridges – The Airport will begin replacing passenger boarding bridges (jet bridges) in July 2019 - five in Concourse A and one in Concourse C.

Additionally, five Ground Power Units and five Pre-Condition Air Units will be replaced. These units provide power and air conditioning to the jet bridges and aircraft while at the gates. The Airport received a grant from the FAA, as part of its Voluntary Airport Low-Emissions Program, to fund 75% of the costs of this project.

Staircase Reconstruction - The driving lanes on Terminal 1 Arrivals Drive are being recoated, with an anticipated completion date of summer 2019. Additionally, the staircase and ramp between the Arrivals and Departures Drives in Terminal 1, are scheduled for demolition and rebuild, with an estimated completion date of fall 2019.

Terminal 2 Traffic Enhancements – In order to alleviate of the congestion in the Terminal 2 driving lanes, a traffic study was conducted by an outside traffic consultant and several of the projects advised in the study are in the planning stages. Southwest Airlines had an independent traffic consultant review the suggestions and the consultant concurred.

- A. An island to be added to the side of the driving lanes, consisting of spots for 16 TNC vehicles. A discussion took place regarding the tentative decision to place the TNC vehicles in this area vs. other forms of ground transportation. The Chairperson advised that she is open to further discussions prior to the commencement of this portion of the project.
- B. Two new entrances planned for the Terminal 2 garage, allowing garage traffic to avoid the Arrivals lane. Construction on the first new entrance, scheduled for fall 2019, will be for westbound traffic. Construction of the second new entrance, scheduled for spring 2020, will be for eastbound traffic. New digital signage to be installed. These signs will advise not only parking availability in the Terminal 2 garage, but also the location of the nearest alternate parking.
- C. Upon the approval of the project by MoDOT, the double left turn lanes into Terminal 2 will be extended further west. Anticipated start date is fall of 2019. The extension of these two lanes will move eastbound traffic into Terminal 2 out of the travel lanes of Lambert International Boulevard.

FIS Baggage Carousel and Customs and Border Patrol Renovation – a new baggage carousel was constructed in Terminal 2. The CBP area was remodeled with renovation of the agent desks and the addition of form-filling stations for passengers to use. The area received new column wraps and art displays.

Dunkin Donuts Express Cart – to be installed around Gate E40 during late June or early July 2019

Benches – The installation of new walnut benches between Gates E34 and E40 will increase the seating capacity in that area.

