

AIRPORT COMMISSION

MINUTES

Wednesday, June 3, 2020 - 2:00 P.M.

Meeting was held via Teleconference/Webex

Members Present: Mr. Cantwell, Mr. Fitzgerald, Ms. Fowler, Dr. Gaal, Ms. Green
By Teleconference: Mr. Kling, Dr. Nemanick, Ms. Osborn, Mr. Sauget, Mr. Stelzer and
Chairperson Hamm-Niebruegge

Members Absent: Mr. Bales, Ms. Davis, Mr. Jenkins, Mr. Reed, Ms. Teitelbaum

Airport Staff: Bagwell, Becker, Beckmann, Glasener, Hoare, Kulinsky, Salarano,
Spencer, Stella, Strong

Legal Department:
Via Teleconference: Pandolfo, Emmel

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

1. **MINUTES**

Approval is requested for the Minutes of the May 6, 2020 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.

2. **ORDINANCE**

Draft Ordinance authorizing the transfer of \$4.5 million from the Debt Service Stabilization Fund to the Operation and Maintenance Fund to address Covid-19 related issues.

A motion for approval was made by Ms. Green and seconded by Dr. Gaal.

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.

The Airport's Bond Indenture allows for the transfer of funds to address operational emergencies. With the approval of the Comptroller, the Airport is requesting the transfer of \$4.5

million from the Debt Service Stabilization Fund to the Operations and Maintenance Fund to address Covid-19 related issues.

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

3. **OPERATIONS**

Approval of the Agreement with Deep Kleen & Maintenance, LLC to provide the airport with Lindbergh Tunnel Cleaning Services. The Agreement will start on July 1, 2020 and will end on June 30, 2023. The Contract Not-To-Exceed Amount will be \$94,000.

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

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.

The three-year Service Agreement will cover the annual cleaning and pressure washing of the Lindbergh Tunnel. There were two bids received with Deep Kleen being the lowest and best bidder.

In response to a question regarding whether the bidders were associated with a union, Deepak Kukal of Deep Kleen advised that this particular company was not.

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

4. **PROPERTIES**

Second Amendment to Banking Concession Agreement with U.S. Bank National Association.

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

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

This Second Amendment extends the term for one year, now expiring on November 30, 2021. US Bank operates a branch location, consisting of 1,083 sq. ft., in Terminal 1, as well as ATM machines on each concourse. Revenue to the Airport is the Terminal 1 rental rate (currently \$28,472.07), along with 55% of all foreign ATM transactions.

Bids for the Banking Concession were requested in late 2019. US Bank was the only bidder. As the bidding process was reaching a conclusion, the Covid-19 event occurred. Thereafter the solicitation process was halted and US Bank requested an extension of the current agreement, as opposed to entering a new five-year agreement.

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

5. **OTHER BUSINESS**

Of the \$59.9 million the Airport received through the CARES Act, the Airport has utilized \$10 million for payment of its debt service for May and June. \$49.9 million remains available to be used in Fiscal Year 2021, which begins on July 1, 2020, and will be used to cover payroll, operational expenses and further debt service payments.

To address Covid-19 issues, the following measures have been instituted:

All Airport employees receive temperature checks prior to reporting for work. Masks, hand sanitizer and cleansing wipes have been issued to each department. Hand sanitizer stations were installed throughout the terminals. Signage indicating 6' social distancing requirements has been installed at the checkpoints. The columns and floors in the baggage areas, as well as the entrance doors of each terminal, have 6' social distancing signs displayed. All Airport offices are fogged bi-weekly.

The airlines have instituted additional safety measures whereby all planes are thoroughly cleaned between flights, new HEPA air filtration systems have been installed and, on most carriers, passengers are required to wear face coverings. Some airlines are fogging planes between flights. Others are performing temperature checks on passengers prior to boarding.

The Department of Transportation ("DOT") will issue masks to airports nationwide for use by employees, vendors or passengers. The Airport is awaiting shipment of those masks and will distribute them per the DOT guidelines.

Due to Covid-19, there has been a significant reduction in flights compared to the same period in 2019. As restrictions are being lifted, many flights are being reinstated. Southwest Airlines announced the addition of two daily flights from St. Louis to Indianapolis beginning November 1, 2020.

The Airport currently has 107 vacancies. However, only critical positions will be filled at this time.

With the closing of four of the Airport's five parking lots, there was a substantial decrease in parking revenues since February. Revenue from taxis and Uber/Lyft has also seen a drastic decrease.

The construction projects at Terminal 2 are continuing, as they are funded through the sale of bonds. Completion of the parking garage entrances and new pickup areas should be completed in the fall of 2020.

Several concessionaires took advantage of the three-month deferrals offered for payment of their Minimum Annual Guarantee, which is to be repaid in equal installment payments over the deferral period of up to 12 months, with no interest due.

Several of the Airport concessionaires have requested a one or two year extension on their current concession contracts due to the financial hardships experienced this year. The Airport is considering these requests and will discuss this option with each tenant individually.

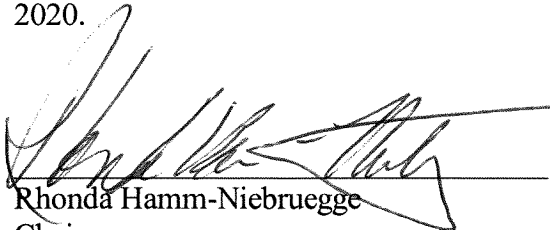
6. **NEXT MEETING**


Wednesday, July 1, 2020 at 2:00 P.M.

7. **ADJOURNMENT**

The meeting adjourned at 2:50 P.M.

The foregoing was approved by the Airport Commission at its meeting on Wednesday, August 5, 2020.


Rhonda Hamm-Niebruegge
Chairperson


Date