



**AIRPORT COMMISSION**

**MINUTES**

**Wednesday, February 6, 2019 - 2:00 P.M.  
Lindbergh Conference Room**

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

Via Telephone: Mr. Cantwell, Ms. Green, Mr. Reed

Members Absent: Dr. Gaal, Mr. Jenkins, Mr. Sauget

One Vacancy

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

Legal Department: Pandolfo

Guests: Clarence Bourne, Loop Capital; Ollie Dowell, Ollie Dowell  
Communications; Maurice Falls, Board of Aldermen; Jeff Fernhoff,  
Huntleigh, McGehee; James Garavaglia, Comptroller's Office; Brandon  
Geier, First Rule; Duane Huelsmann, TSA; John Little, eLittle  
Communications; Thomas Malecek, County Executive's Office; Paul  
Marshall, USO of Missouri; Jim Spriggs, TSA; Julie Welling, USO of  
Missouri

Media: Mark Schlinkmann, Post-Dispatch

The Meeting was called to order at 2:01 P.M.

1. **MINUTES**

- A. Approval is requested for the Minutes of the January 9, 2019 Airport Commission meeting.

A motion for approval was made by Dr. Nemanick and seconded by Ms. Fowler.

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

Commissioner Osborn entered the meeting at this time.

- B. Approval is requested for the Minutes of the December 5, 2018 Executive Session.

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

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

2. **OPERATIONS**

Approval of an Agreement to Rentokil North America, Inc., d/b/a Ambius, to provide Interior Live Plant Maintenance Services for the Airport. The Agreement will commence on March 1, 2019 and will expire on February 28, 2022. The total Contract Not-To-Exceed Amount is \$125,241.

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

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.

This three-year contract provides for the maintenance of live plants located in Terminal 1, Terminal 2 and the Airport Administrative Offices.

This contract increased 24% over the previous contract due to the purchase of new plants to be placed in the renovated sections of Terminal 2, as well as the new baggage area being built in Terminal 2.

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

3. **BUSINESS DIVERSITY DEVELOPMENT**

Approval of the Memorandum of Agreement (“MOA”) for MBE/WBE Certification Services with St. Louis County and St. Louis Development Corp. The MOA commences on February 1, 2019 and ends on January 31, 2022. The total annual reimbursement amount is \$108,000.

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

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

Under the current Amended and Restated Memorandum of Understanding, which began in January, 2016, the Airport’s Business Diversity Development Office (“BDD”) provides staff and resources to St. Louis Development Corporation (“SLDC”) for the certification, recertification

and decertification of firms participating in the City's Minority and Women's Business Enterprise ("M/WBE") program.

In May 2018, St. Louis County ("the County") established an M/WBE program. This MOA provides that the Airport's BDD Office will provide similar certification services to the County. The County will reimburse the Airport \$108,000 annually for these services.

This is a three-year MOA and contains a 90-day cancellation clause.

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

4. **PROPERTIES**

- A. Space Permit with Clear Channel Outdoor, Inc., d/b/a Clear Channel Airports (AL-092)

A motion for approval was made by Dr. Nemanick 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 183 sq. ft. in Terminal 1. Revenue to the Airport will be \$9,587.37 annually, based on the current Terminal 1 rental rate of \$52.39 per sq. ft.; this amount is adjusted each July 1. This Space Permit also contains a 30-day cancellation clause.

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

- B. Space Permit with United Services Organization of Missouri (USO) (AL-093)

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

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.

USO representatives, Paul Marshall, President of Board, and Julie Welling, Comptroller, were present and introduced to the Commission. This three-year Space Permit covers 6,994 sq. ft. located in Terminal 1 and 724 sq. ft. located in Terminal 2. Annual revenue to the Airport is \$1.00. The USO facility located in Terminal 1 was recently awarded a 6-star rating, the highest ever received.

Mr. Reed left the meeting at this time.

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

C. Airline Operating Agreement and Terminal Building Space Permit with Contour Aviation (AL-098)

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

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

Contour Aviation will handle the route to/from the Airport and Fort Leonard Wood, Missouri. The Airline Operating Agreement and Terminal Space Permit began on February 1, 2019 and will continue month-to-month for up to 36 months. The Operating Agreement and Terminal Space Permit contains a 90-day cancellation provision.

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

D. Space Permit with St. Louis Convention and Visitor's Commission (AL-115)

A motion for approval was made by Dr. Nemanick and seconded by Ms. Davis.

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 317 sq. ft. in Terminal 1 and 54 sq. ft. in Terminal 2 for booths operated by the Convention and Visitors' Commission (d/b/a Explore St. Louis) and staffed by volunteers. These volunteers provide information to passengers and visitors regarding the St. Louis area. Revenue to the Airport is \$1.00 per year for both booths.

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

5. **OTHER BUSINESS**

In response to questions regarding contracts that are brought before the Commission for approval during the privatization process, the Chairperson explained the process used when deciding whether to extend Service Agreements or Professional Services Agreements or go through a procurement process. The Chairperson advised the Commissioners that all Airport contracts, whether extended or renewed, have received the prior approval of the Mayor's Office before presentation to the Commission. The Chairperson agreed to provide the Commissioners with a brief written description of the process by which decisions are being made on extending or renewing contracts.

Commissioner Davis also advised that a great deal of the information and documents regarding privatization are available at <https://www.fly314.com/transparency-portal/>. This website contains videos, documents and FAQs.

The Chairperson advised Commissioners that a decision as to whether the City will issue a Request for Qualifications is expected in late spring/early summer of 2019. Discussions are currently ongoing with the airlines operating at the Airport.

If a decision is made to continue with the privatization process, the following steps will be taken:

- 1) Issue a Request for Qualifications (“RFQ”);
- 2) Review all RFQs received;
- 3) Issue a Request for Proposals (“RFP”) to firms deemed qualified;
- 4) Review all RFPs received;
- 5) Selection of privatization firm;
- 6) Begin the FAA review process and seek 65% approval of the airlines operating at STL;
- 7) Begin a transition phase.

The Airport has experienced 40 consecutive months of growth and served 15,632,000 passengers in 2018, the highest number of passengers since 2003. This number was a 5.9% increase over 2017. Connecting traffic in 2018 increased by 18% over 2017.

Statistics on the 2018 year-end Strategic Plan will be presented at the April 2019 Airport Commission meeting.

The Airport will serve 74 markets in 2019.

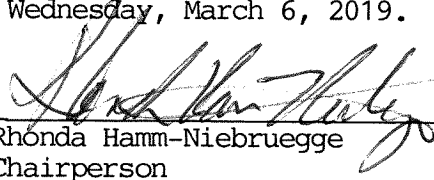
6. **NEXT MEETING**

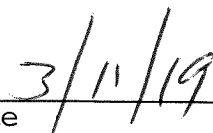
Wednesday, March 6, 2019 at 2:00 P.M.

7. **ADJOURNMENT**

The meeting adjourned at 3:00 P.M.

The foregoing were approved by the Airport Commission at the meeting held on Wednesday, March 6, 2019.

  
Rhonda Hamm-Niebruegge  
Chairperson

  
Date