

**MINUTES**

**Wednesday, January 6, 2021 - 2:00 P.M.**

**Meeting was held via Teleconference/Zoom**

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Members Present: Mr. Bales, Mr. Cantwell, Mr. Fitzgerald, Ms. Fowler, Dr. Gaal,  
By Teleconference: Mr. Jenkins, Mr. Kling, Mr. Lents, Dr. Nemanick, Ms. Osborn,  
Mr. Stelzer, Ms. Teitelbaum and Chairperson Hamm-Niebruegge

Members Absent: Ms. Davis, Ms. Green, Mr. Reed, Mr. Sauget

Airport Staff: Becker, Hoare, Lyles-Wiggins, Kulinsky, Salarano, Spencer, Stella,  
Strong

Legal Department: Pandolfo, Emmel  
Via Teleconference: Beckmann

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

1. **MINUTES**

Approval is requested for the Minutes of the December 2, 2020 Airport Commission meeting.

A motion for approval was made by Commissioner Cantwell and seconded by Commissioner Nemanick.

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

2. **ORDINANCE**

Draft Ordinance authorizing the transfer of \$13,727,769 from the Airport Debt Service Stabilization Fund to the Airport Revenue Fund to make funds available to mitigate rates in Fiscal Year 2020-2021.

A motion for approval was made by Commissioner Gaal and seconded by Commissioner Jenkins.

Antonio 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.

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

3. **OPERATIONS**

Approval of the Agreement with STL Communications, Inc. to provide Phone Maintenance Services. The Agreement will begin on February 1, 2021 and end on January 31, 2024. The Contract Not-To-Exceed Amount will be \$136,245.

A motion for approval was made by Commissioner Stelzer and seconded by Commissioner 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 discussion starting with Commissioner Fowler, asking for explanation regarding the four Fiscal years vs. a three-year contact. Mr. Stella explained that due to our Fiscal Year and the calendar year overlapping, there are partial years at the beginning and end of the contract.

Commissioner Lents asked if there were any substantive changes in the terms of the contract. Mr. Stella explained the contract terms are the same.

Commissioner Lents asked if there were any certified MBE or WBE firms within the City of St. Louis, and if the scope was only limited to the City. Chairperson Hamm-Niebruegge said that it wasn't only limited to the City. She explained that this is a unique phone system and good faith efforts were made, but no minority or women owned firms are licensed to perform services on this particular system.

Commissioner Jenkins pointed out that large firms should be able to assist smaller firms. Chairperson Hamm-Niebruegge restated that it is a licensing issue, and that eventually the phone system will be replaced. The current one is old and antiquated, and it's possible there weren't any firms that were interested in getting licensed on outdated equipment. As the system is replaced, more firms will likely be available.

Commissioner Gaal asked about what is being done to address the concern. Chairperson Hamm-Niebruegge invited Fran Lyles-Wiggins to the discussion. Ms. Lyles-Wiggins indicated the office works continuously with all firms to examine where they can build capacity within these areas. She had a conversation with STL Communications and will work with them to locate potential firms that could be licensed and assist the process as needed.

Chairperson Hamm-Niebruegge suggested there could be money available through grants to get the certification and licensing. Ms. Lyles-Wiggins reports they tapped into some resources, and are waiting to see how the funds are distributed within the minority and women business community.

A vote was taken and the motion carried unanimously.

4. **PUBLIC RELATIONS**

Approval of an Agreement with Dovetail, Inc. to provide Public Engagement & Creative Services. The Agreement will begin on February 1, 2021 and will end on January 31, 2024. The Contract Not-to-Exceed Amount will be \$850,000.

A motion for approval was made by Commissioner Nemanick and seconded by Commissioner Bales.

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

Chairperson Hamm-Niebruegge advised that a number of projects were removed from the contract for this year due to COVID, which reduced the minority participation. Johnny Little, an MBE firm, is currently working on a substantial piece of the five year strategic plan, which will raise the percentage of MBE participation substantially.

Commissioner Lents asked if the scope, or any other substantial changes, had been made in the last couple of years. Chairperson Hamm-Niebruegge reported that the scope hasn't changed. She explained that the Airport is happy with the firm, especially their work on the "HuSTLe" campaign.

Commissioner Osborn asked for a report that identified the cancelled projects so the Commission could provide feedback. Chairperson Hamm-Niebruegge agreed to put a list together. She also explained that a Request for Proposals was released to the public and only three bidders submitted proposals. Dovetail provided the best proposal.

Ms. Lyles-Wiggins added they do reach out to minority and women firms that have the capacity to perform this type of work before those projects are released. For this unique period of time, some firms were hesitant to bid, or some also expressed they did not have the capacity at this time for this particular project.

A vote was taken and the motion carried unanimously.

5. **PROPERTIES**

A. Airport Office Building Lease with The Boeing Company (AL-176)

A motion for approval was made by Commissioner Nemanick and seconded by Commissioner Bales.

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

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

- B. Cargo Addendum to Airline Operating Agreement and Terminal Building Space Permit with Mesa Airline, Inc. (AL-396)

A motion for approval was made by Commissioner Kling and seconded by Commissioner Cantwell.

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.

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

6. **OTHER BUSINESS**

Chairperson Hamm-Niebruegge shared a PowerPoint to help the Commissioners understand the impact of COVID and the dramatic change in passenger levels. Chairperson Hamm-Niebruegge continued that this visual provides a clear picture on how devastating this year has been.

There is good news in that the CARES monies are helping to offset the lack of revenues. The original amount of \$59.9 million will help cover expenses in FY20 and FY21 and the drawdowns are on target.

Chairperson Hamm-Niebruegge reported the 5 Year Strategic Plan ended with FY20 and a report will be issued soon summarizing the results. She also stated they would look to entertain a new 5-year plan once the Airport Layout Plan (ALP) is completed later this year. The ALP will give a base to understand facility needs in the coming years.

Congress did approve another Bill for Airports, but at this time is unknown what STL will receive. The numbers should be released mid-January and there will be a set amount dedicated to concessionaires.

Chairperson Hamm-Niebruegge closed the meeting announcing Mario Pandolfo's retirement at the end of January. Also, Angel Ramos will be leaving to work with AECOM and Kathy Spencer has been promoted to a position downtown. Several Commissioners sent their well wishes.


7. **NEXT MEETING**

Wednesday, February 3, 2021 at 2:00 P.M.

8. **ADJOURNMENT**

The meeting adjourned at 3:00 P.M.

The foregoing was approved by the Airport Commission at its meeting on Wednesday, February 3, 2021.

  
Rhonda Hamm-Niebruegge  
Chairperson

2/02/21  
Date