

AIRPORT COMMISSION

MINUTES - REVISED

Wednesday, February 9, 2022, at 2:00 P.M.

Lindbergh Conference Room

Via Zoom/Teleconference

Members Present: Mr. Bales, Mr. Bowman, Mr. Cohn, Mr. Fitzgerald, Ms. Fowler,
By Teleconference: Ms. Green, Mr. Kling, Mr. Lents, Dr. Nemanick, Ms. Osborn,
Ms. Teitelbaum and Chairperson Hamm-Niebruegge

Members Absent: Mr. Cantwell, Mr. Jacobs, Mr. Reed, Mr. Sauget,

Vacancy: One

Airport Staff: Beckmann, Hanson, Jones, Kulinsky, Munn, Salarano, Smart, Snider,
Spencer, Stella, Strong

Legal Department: Baumann, Yoffie

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

The Chairperson welcomed and recognized John Bowman, a new Commissioner representing St. Louis County. Mr. Bowman is President of the NAACP St. Louis County Branch and owns his own consulting firm S&P Strategies and Solutions. Mr. Bowman replaces Sam Jenkins as a Commissioner.

1. **MINUTES**

- A. Approval is requested for the Minutes of the January 5, 2022, 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.

- B. Approval is requested for the Minutes of the January 5, 2022, Airport Layout Plan/Terminal Master Plan Update.

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

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

2. **ORDINANCE**

A draft Ordinance amending Section Eight of Ordinance Number 54999, approved March 19, 1968, as codified in Section 18.08.080 of the Revised Code, City of St., Louis, 2020, Annotated, which governs the process through which the City lets concessions contracts at the Airport. The draft Ordinance authorizes concessions contracts let (1) on public bid to the highest bidder, or (2) pursuant to a request for proposal process as determined by a Selection Committee. The Ordinance contains a severability clause and an emergency clause.

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

Mr. Salarano 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 allows the Airport the option to use a Request For Proposal process when choosing concessionaires, as opposed to a Solicitation for Bids process. This is now the industry standard which offers greater creativity and flexibility from the proposers when bidding on a contract.

The Proposals would be reviewed by a five-member Selection Committee, comprised of representatives of the Mayor's, the Comptroller, the President of the Board of Aldermen and two representatives of the Airport.

After further discussion, a vote was taken, and the motion passed with Commissioner Fitzgerald abstaining.

3. **OPERATIONS**

Approval is requested for the Service Agreement with The Design Loft, d.b.a. The Flag Loft to provide Flag Cleaning Services to the Airport. The Agreement will commence on March 1, 2022, and will expire on February 28, 2025. The total Contract Not-To-Exceed Amount is \$31,500.

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

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

This is a three-year Service Agreement for the cleaning, repair and replacement of the flags located in both terminals and the Airport Office Building. The Design Loft, d/b/a The Flag Loft, is the incumbent and has provided this service to the Airport since 1995. This Service Agreement is higher than the previous Agreement due to a 30% increase in rates.

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

4. **PLANNING & DEVELOPMENT**

Approval is requested for the Service Agreement with Pace Analytical Services, LLC to provide Analytical Services to the Airport. The Agreement will commence on March 1, 2022, and will end on February 28, 2025. The total Contract Not-To-Exceed Amount is \$150,000.

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

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

The Agreement provides for analytical testing of water, soil and air for compliance with environmental permits and regulatory issues at the Airport.

The three-year contract amount was increased in order to cover unexpected projects, i.e. new aircraft fire-fighting foam regulations, and the ongoing closure of the Airport's former fuel farm.

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

5. **PROPERTIES**

Approval is requested for the Lease Agreement with Kinloch Fire Protection District of St. Louis County. The term of this Lease Agreement is to commence on March 1, 2022, and will end on February 28, 2025. The annual revenue to the Airport is \$1.00. Either party may cancel this Lease Agreement upon thirty (30) days' notice.

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

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.

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

6. **OTHER BUSINESS**

Supervisor of the Quarter - Chris Hanson:

Mr. Hanson is an electrician foreman in the Electric Shop. Mr. Hanson is a very talented electrician. He was nominated for his leadership, enthusiasm, and continued dedication to both

the Airport and airfield. He ensures that all electrical components are in service, well maintained and upgraded where possible.

Employee of the Quarter - Wayne Snider

Mr. Snider spent 13 years in the Airfield Maintenance Department before transferring to the Airport Operations Department and has made the transition seamlessly. Mr. Snider is experienced, friendly and works well with other departments. Additionally, Mr. Snider obtained accreditation with AAAE through self-study, which is a difficult feat.

Other:

Spirit Airlines and Frontier Airlines will merge, making them the 5th largest airline in the country. Their focus will be on the Mexican/Caribbean/Latin American market.

Lufthansa's inaugural flight from St. Louis will be on June 1, 2022. A celebration will be held at the gate that day.

Starbucks located pre-security in T1, Pasta House located pre-security in T1, and Pizza Studio located post-security on the A Concourse, have recently reopened. La Tapenade on Concourse C, California Pizza Kitchen and Biscuits, Beer and BBQ, both located on Concourse E, have yet to reopen.

Commissioner Fitzgerald inquired as to the Airport's strategy in determining whether to extend the expiring Master Food & Beverage Contract, as well as other expiring concessions and service contracts.

The Master Food & Beverage Concession Contract expires in December 2023. The Airport wanted to get the concessions RFP process for the critical purpose of attracting bidders. Having the RFP process will help the Airport decide whether to go out to bid. There is a lot to look into, including the Terminal Master Plan and the timing of the potential new terminal, the duration of the current Agreement, the challenges concessionaires and subcontractors (such as minority partners) faced due to Covid, industry trends, the timing of putting a bid on the street, and the selection process and transition period. The Airport's consultant, Unison, is analyzing various RFP scenarios, including which model to use and whether to have one or multiple master leases. There will be a number of things the Airport has to think about and analyze over the new few months when determining whether to extend the contract or go out to bid to make the best decision possible. The Airport will also seek the input of the current Administration.

Commissioner Osborn inquired if someone on the Commission could represent patrons in the process (relevant to the Master Food & Beverage Contract).

It may be possible to convene a small committee to have discussions. However, a formal Selection Committee would be convened following the City's Rules to make the final decision. The Airport will look into that.

In the next few weeks, the next survey will be released to the public regarding the Airport Layout/Master Terminal Plan. To reach the greatest number of participants, the survey will be posted to the Airport's website, Twitter and Facebook, as well as distributed to various civic organizations and businesses.

The passenger numbers for 2021 reached 68% of the 2019 numbers. Cargo activity increased approximately 27% over 2020 and increased almost 37% over 2019.

The Airport's annual Art of Travel is now scheduled for Thursday, October 13, 2022.

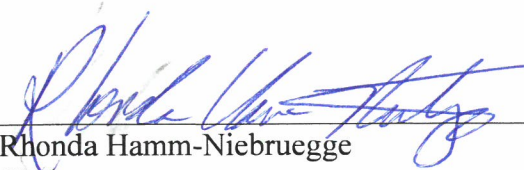
7. **NEXT MEETING**

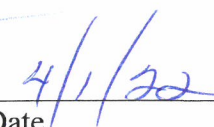
Wednesday, March 2, 2022 at 2:00 P.M.

8. **ADJOURNMENT**

Commissioner Nemanick made a motion to adjourn the meeting. Commissioner Teitelbaum seconded the Motion. The meeting adjourned at 2:45 P.M.

The foregoing were approved by the Airport Commission at the meeting held on Wednesday, March 2, 2022.


Rhonda Hamm-Niebruegge
Chairperson


Date