

AIRPORT COMMISSION

AIRPORT COMMISSION MINUTES
Wednesday, October 6, 2021 at 2:00 P.M.
Lindbergh Conference Room
Via Zoom/Teleconference

Members Present

By Teleconference: Mr. Bales, Mr. Cantwell, Mr. Fitzgerald, Mrs. Fowler, Mr. Jacobs, Mr. Jenkins, Mr. Kling, Ms. Osborn, Mr. Stelzer, Ms. Teitelbaum and Chairperson Hamm-Niebruegge

Members Absent: Alderman Cohn, Comptroller Green, Mr. Lents, Dr. Nemanick, President Reed and Mr. Sauget

Airport Staff: Ms. Bagwell, Mr. Davidson, Ms. Greene, Mr. Kulinsky, Ms. Jones, Mr. Jones, Mr. Lotz, Mr. Stella, Mr. Salarano and Mr. Strong

Legal Department: Mr. Bauman and Ms. Thomas

Guests: Ms. Hudson with Hudson and Associates, LLC, Ms. Murphy and Mr. Frederick with The Boeing Company and Mr. Moulter with Smarte Carte, Inc

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

1. MINUTES

Approval was requested for the Minutes of the September 1, 2021 Airport Commission meeting.

A motion for approval was made by Commissioner Teitelbaum and seconded by Commissioner Fowler.

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

2. OPERATIONS

Approval was requested for the Cooperative Service Agreement for Animal and Plant Inspection Services, with the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), and Wildlife Services (WS), to provide animal and plant health inspections services. This service agreement is to commence on January 1, 2022 and end on December 31, 2024. The three (3) year contract Not-To-Exceed (NTE) amount increased by 2.9% from \$819,975.19 to \$843,403.35.

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

The United States Department of Agriculture, Animal and Plant Health Inspection Service, and Wildlife Services have successfully provided the Airport with Wildlife hazard management techniques, for nearly 25 years. These departments have consistently demonstrated their capacity to mitigate any situation that

may arise regarding wildlife hazards in the urban airport environment. The scope of work remains unchanged.

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

3. PUBLIC RELATIONS

Approval was requested for the Professional Service Agreement for Information Personnel Staffing Services with the consultant, Hudson and Associates, LLC, to supply all supervision, labor, supplies, equipment, and materials necessary to perform Information Personnel Staffing Services. This service agreement is to commence on December 1, 2021 and end on November 30, 2024. The total Not-To-Exceed Contract Amount increased from \$1,039,000.00 to \$1,063,150.05, an increase of 2.3%.

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

The Request for Proposal process was used for the selection of the Information Personnel Staffing Services. The four member Selection Committee reviewed and discussed proposals and determined that Hudson and Associates, LLC was a qualified and responsive Consultant, and submitted the best proposal. The solicitation is subject to Ordinance 70767, which establishes MBE 25% and WBE 5% participation goals. Hudson and Associates, LLC provided M/WBE participation as required. The Agreement permits the consultant to staff one or more information booths and provide roaming specialists to assist passengers or the public in Terminal 1 or Terminal 2. Chief Executive Officer Sheila Hudson, with Hudson and Associates, LLC, was available on the conference call for questions.

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

4. PROPERTIES

A. Approval was requested for the First Amendment to Lease Agreement AL-205 with The Boeing Company. This lease agreement began on May 1, 2009 and ends on December 31, 2034. Additionally, the lease agreement contains two (2) renewal terms of eight (8) years each. This First Amendment adds a third eight (8) year renewal term to the lease agreement, for aircraft operations and storage. The current annual revenue to the Airport is \$227,111.00.

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

The premises are approximately 17 acres. The First amendment adds one additional eight year Renewal Term. Representatives from the Boeing Company (Amy Murphy, Corporate Real Estate and John Frederick, Director of State & Local Government Operations) were available on the conference call for questions.

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

B. Approval was requested for the Luggage Cart Rental Concession Agreement with Smarte Carte, Inc., to commence on December 1, 2021 and end on November 30, 2026. The Concessionaire shall pay a Concession Fee of sixty percent (60%) of gross receipts in excess of nine thousand dollars (\$9,000) monthly. This agreement grants Smarte Carte the non-exclusive right to operate a luggage cart rental concession at the St. Louis Lambert International Airport, including automated cart vending units in both terminals and at International Arrivals.

A motion for approval was made by Commissioner Fitzgerald and seconded by Commissioner Fowler.

The solicitation for bids was released on June 21, 2021 and bids were due on August 24, 2021. Smarte Carte, Inc., a qualified and responsive bidder, was the sole bidder. ACDBE Participation is 9.68%, The ACDBE goal set out in the Solicitation Bid was 2.75%. A representative from Smarte Carte, Inc., Michael Moulter, Director of Airport Development was available on the conference call for questions.

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

C. Approval was requested for the Bi-State Development Agency Space Permit AL-232, for restroom facilities for Permittee's employees' and contracted employees' use, with a three (3) year term to commence on November 1, 2021 and end on October 31, 2024. Either party may terminate this permit upon ninety (90) days' notice. The expected annual revenue to the Airport is \$714.30.

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

The space permit is for the space in Terminal 1, consisting of 30 square feet. Bi-State intends to construct and maintain restroom facilities in the premises for use by its employees' and contracted employees'.

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

D. Approval was requested for the G2 Secure Staff Space Permit AL-299, for office, storage, and breakroom space. This is a renewal permit, with a three (3) year term to commence on November 1, 2021 and end on October 31, 2024. Either party may terminate this permit upon thirty (30) days' notice. The expected annual revenue to the Airport is \$52,643.91.

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

The space permit is for two separate areas: space in Terminal 1 and space in Concourse C totaling 2,211 square feet of space. G2 staffing currently provides ground handling, customer service, and aircraft cleaning for various airlines at the Airport. G2 has been a tenant of the Airport for over ten years.

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

E. Approval was requested for the Gate Gourmet Operating Permit AL-234, for non-exclusive rights to the Terminal Complex aprons and Fixed Base Operator aprons. This is a renewal of their existing permit, with a three (3) year term, to commence on November 1, 2021 and end on October 31, 2024. Either party may terminate this permit upon thirty (30) days' notice, with a no-fault cancellation provision. The expected annual revenue to the Airport is 7% of the gross income from the sale of food and beverages to its customers at the Airport.

A motion for approval was made by Commissioner Fowler and seconded by Commissioner Teitelbaum.

This operating permit grants Gate Gourmet, Inc. non-exclusive right to access the Terminal Complex aprons and Fixed Base Operator aprons to deliver prepared meals to aircraft. Operating out of a leased facility on the north side of the Airport, they have been providing in-flight catering to multiple airlines serving STL for over 18 years.

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

5. OTHER BUSINESS

As of August 2021, the Airport checkpoint numbers are at 1,000,038 million passengers, standing at seventy-four (74%) compared to 2019, where the Airport numbers were at 1.3 million. Strong numbers were reported for September of 2021 and have remained strong. Twenty Thousand (20,000) passengers came through the checkpoint this past Sunday. Cargo numbers are up for September of 2021 and continue to increase each year, an increase of thirty percent (30%) from September of 2019, because of demand. Additional markets have been added with American, Frontier and Spirit Airlines, to the early November schedule. The Airport is seeing an increase in business traffic travel.

The Airport has new updates in regards to the Concessionaires, as follows; the Three Kings Restaurant had their soft opening; Starbucks, in Terminal 1 at C2 recently remodeled; and Vino Volo in Terminal 2 is now offering coffee and breakfast. Other updates include the Fuel Farm opening officially last week with a ribbon cutting celebration; and Simiyah Sudduth, a local artist, beginning to paint her very colorful mural, on the wall just outside of Terminal 2, an excellent addition to the Airport. This year's, "Art of Travel" annual fundraiser, has been postponed until February 10, 2022.

The Airport federal grant relief funding update was presented by Antonio Strong. The Airport implemented a plan to spread these federal grant relief funds over a 12-month period. There were three phases of the federal grant relief funding. Phase I consisted of the CARES grant funding awarded to the Airport in the amount of \$59 million and currently has \$5.7 million remaining. The Airport continues to efficiently manage funds to supplement the Airport's debt and ongoing expenses for Operations and Maintenance. Phase II consisted of the CRRSAA grant funds awarded to the Airport in the amount of \$13 million and \$1.6 million concession relief with \$6.6 million remaining. The Airport has not received the \$1.6 million concession relief funding, although the Airport has granted this funding to the Concessionaires and is currently waiting to be reimbursed. Phase III consisted of the ARPA funds that were awarded to the Airport in the amount of \$49 million and \$6.6 million concession relief funding. The Airport has not used any of these ARPA funds.

Airport Commission Meetings will continue to meet virtually through the end of 2021.

6. NEXT MEETING

The next Airport Commission Meeting is to be held on Wednesday, November 3, 2021.

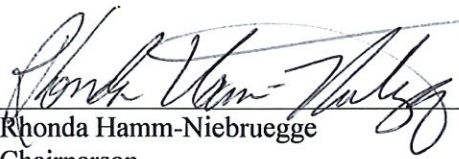
7. ADJOURNMENT

A motion for adjournment was made by Commissioner Jacobs and seconded by Commissioner Fowler.

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

Meeting ended at 2:45 P.M.

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


Rhonda Hamm-Niebruegge
Chairperson


Date