

## AIRPORT COMMISSION

### MINUTES

**Wednesday December 6, 2023  
Lindbergh Conference Room  
In Person and via Teleconference**

Members Present: Judge Clarke (Ret), Alderman Cohn, Mr. Fitzgerald, Ms. Fowler, Mr. King, Mr. Lents, Dr. Moore, Chairperson Ms. Hamm-Niebruegge

Via Teleconference: Mr. Bales, Mr. Bowman, Mr. Cantwell, Comptroller Green, President Green, Mr. Jacobs, Mr. Kling, Dr. Nemanick, Ms. Osborn

Airport Staff: Mr. Christian, Ms. Daniels, Ms. Jones, Mr. Jungk, Mr. Kinsey Mr. Kulinsky, Mr. Lotz, Ms. Lyles-Wiggins, Ms. Ruth, Mr. Salarano, Mr. Strong

Legal Staff: Mr. Chavarria, Mr. Henderson, and Ms. Yoffie

The meeting was called to order at 2:00pm.

#### **1. MINUTES**

- A. Approval is requested for the Minutes of the November 1, 2023 Regular Airport Commission Meeting. A motion for approval of the minutes was made by Mr. Lents and seconded by Ms. Fowler. There being no discussion the motion carried unanimously.

#### **2. ORDINANCES**

- A. Approval is requested of a draft board bill authorizing the City to enter into an Airport Aid Agreement with Missouri Highway & Transportation Commission (the "Project") to reimburse the City up to \$485,000 for direct costs incurred by the City for the marketing and promotion of Air Service at the Airport (Project NO. AIR 246-113C-1).

A motion for approval was made by Mr. Fitzgerald and Mr. King seconded. Mr. Kinsey made a brief presentation regarding the Board Bill. There being no questions a voice vote was taken. The motion carried unanimously.

- B. Approval is requested of a draft board bill authorizing a public works and improvement program at the Airport consisting of capital improvement projects to and for the terminal complexes, airfield structures, and other Airport improvements as more fully described in Exhibit A thereto entitled "FY2024 PROJECT LIST" at a total estimated cost of \$331,644,000 Dollars. This Board Bill authorizes an appropriation totaling \$256,836,000

from 2024 bond sale proceeds.

A motion for approval was made by Mr. Lents and seconded by Dr. Nemanick. Mr. Strong made a brief presentation regarding the Board Bill. Mr. Fitzgerald asked if the airlines had pushed back at all on these projects and was told that the airlines had not pushed back. Mr. Lents asked if these were the projects and bonds that the commission had discussed at a previous meeting. Director Hamm-Niebruegge answered that they were. Mr. Lents then asked if that mention was simply a briefing and the director answered that it had just been a briefing.. There being no further questions a voice vote was taken. The motion carried unanimously.

- C. Approval is requested of a draft board bill authorizing the transfer of \$13,727,769.00 from the Airport Debt Service Stabilization Fund (“DSSF”) to the Airport Revenue Fund to make funds available to mitigate rates in the Fiscal Year beginning July 1, 2023. This is accordance with the Airport Use and Lease Agreement made effective on July 1, 2016, pursuant to Ordinance 70273, approved May 25, 2016, as amended by Ordinance 71295, approved February 11, 2021, as amended secondarily by Ordinance 71577, approved November 23, 2022.

A motion for approval was made by Alderman Cohn and seconded by Dr. Nemanick. Mr. Strong made a brief presentation regarding the Debt Service Stabilization Fund. There being no questions a voice vote was taken. The motion carried unanimously.

### **3. OPERATIONS**

- A. Approval is requested for the Second Amendment to the Service Agreement for Boiler Control and Repair Services with Mechanical Solution, Inc. The Agreement’s term, which began on March 1, 2021, will be extended by 12 months and will now end on February 28, 2025. The total Contract Not-To-Exceed Amount of the Agreement will be increased by \$1,615,144 from \$3,965,887 to \$5,581,031.

A motion for approval was made by Alderman Cohn and seconded by Ms. Fowler. Mr. Kulinsky gave details regarding the agreement. Mr. Lents asked if the extension was requested in order to protect continuity of embedded staff. Mr. Kulinsky answered that staffing concerns were part of the reason that the Airport staff was requesting the extension. Mr. Lents then asked what the Airport anticipated doing over the long term. Mr. Kulinsky explained that we hope to be able to hire additional staff between now and the next time this contract goes out for bid, and that the Airport currently anticipates that this contract will be rebid at the end of this extension. There being no further questions a voice vote was taken. The motion carried unanimously.

- B. Approval is requested of the Service Agreement for Electrical Systems Services with RJP Electric, LLC. The term of the Agreement will begin on January 1, 2024 and will end on December 31, 2026. The total Not-To-Exceed Contract amount is \$2,172,000.

A motion for approval was made by Alderman Cohn and seconded by Ms. Fowler. Mr. Kulinsky made a brief presentation regarding the Service Agreement. There being on questions a voice vote was taken. The motion carried with Mr. Fitzgerald abstaining.



- C. Approval is requested of the Service Agreement for Pest and Rodent Control Services with Rottler Pest & Lawn Solutions. The term of the Agreement will begin on March 1, 2024 and will end on February 28, 2027. The total Not-To-Exceed Contract amount is \$93,000.

A motion for approval was made by Alderman Cohn and seconded by Dr. Moore. Mr. Kulinsky made a brief presentation regarding the Service Agreement. There being no questions, a voice vote was taken. The motion carried unanimously.

#### **4. PROPERTIES**

- A. Approval is requested for Into-Plane Fueling Permit for AOA Fueling, LLC, (AL-369). The term of this permit is three (3) years beginning December 1, 2023 and ending November 30, 2026. Either party may terminate this permit upon ten (10) days' notice.

A motion for approval was made by Alderman Cohn and seconded by Mr. Fitzgerald. Mr. Salarano made a brief presentation regarding the Fueling Permit. Ms. Fowler asked why this contract allowed for termination upon 10 days' notice rather than the airport's more standard notice period. Mr. Salarano informed her that the 10 day notice period was meant to protect the Airport given that this is an into plane fueling permit and the Airport wants the ability to stop a bad fueller from operating at the Airport as quickly as possible. There being no more questions a voice vote was taken. The motion carried unanimously.

- B. Approval is requested for a Lease Agreement with AOA Fueling, LLC, (AL-340). The term of this Lease Agreement is three (3) years beginning December 1, 2023 and ending November 30, 2026. Either party may terminate this permit upon ninety (90) days' notice.

A motion for approval was made by Alderman Cohn and seconded by Dr. Moore. Mr. Salarano made a brief presentation regarding the Lease Agreement. There being no questions a voice vote was taken. The motion carried unanimously.

- C. Approval is requested for a First Amendment to the Operating Agreement for Management and Operation of Parking Facility Services with SP Plus Corporation. The current Agreement's term began on March 1, 2021. This First Amendment extends the term 12 months, and the term will now end on February 28, 2025. The new management fee for Contract Year 4 is \$949,795.

A motion for approval was made by Alderman Cohn and seconded by Mr. King. Mr. Salarano made a brief presentation regarding the Operating Agreement. Mr. Fitzgerald made an observation that prior to the next bid round the Airport should survey off-Airport shuttle vendors about how we can be more competitive in hiring shuttle drivers. Director Hamm-Niebruegge explained that some of that work is already occurring. Our understanding is that all shuttle providers are having similar driver hiring and retention problems. The Airport is generally competitive with those companies and the competition is struggling with the same problems as the Airport. The Airport has increased entry level wages and is adding shift differentials to try to make Airport shuttle driver jobs more attractive to applicants. Mr. Lents asked what our lot usage looks like. The Director



answered that all airport parking facilities, aside from Lot C, are at 100% usage nearly every day. Lot C is the farthest lot from the Airport and the largest lot, so was generally running at about 50% usage until we leased out 700 of the parking spots in Lot C for employee parking. This has increased the usage rate of Lot C. There being no more questions, a voice vote was taken. The motion carried unanimously.

## **5. OTHER BUSINESS**

The Airport moved the terminal two curbside pickup to the southwest end of the drive. The new entrance to the Terminal II garage is working well. The Airport is getting better at tracking when the terminal two garage is nearly full so that it can be closed before it at 100% capacity. This will prevent cars having to back out of the garage entrance, which occurs when cars continue to pull into the garage after it is full. Mr. Fitzgerald asked if taxis will still pull into the terminal two garage through the old entrance. The Director answered that taxis will continue to use the old entrance and likely always will. This month passenger numbers appear to be a little lower compared to 2019, but the Thanksgiving numbers were great. Ms. Fowler asked who the travelers were. Director Hamm-Niebruegge stated that while it is difficult to be 100% sure, that the October travelers were likely business travelers, though some may have been mixing business and leisure. Commissioner Fitzgerald stated he was in the Airport on Wednesday before Thanksgiving and it was a great experience. Ms. Hamm-Niebruegge also addressed the St. Louis Post Dispatch article regarding late payments to an Airport contractor, Regency. She explained that while the story was largely accurate, the headline was not. The Director further explained that Regency's unilateral decision to switch their clock-in system prevented the Airport from accurately calculating hours worked, which is how the contract is paid. Recently, the Regency clock-in system has been updated to provide the Airport with the required hours worked by employees, and the system is functioning well. The Airport is continuing to conduct mock snow removals. Mr. Bales asked how we feel about ability to remove the snow. Mr. Kulinsky replied he was very confident about the Airport's ability to remove snow without disrupting Airport operations. Mr. Bales then Director responded that the military doesn't allow us to disclose that, but it's close to Christmas spread over two days. Judge Clark (Ret) thanked Ms. Hamm-Niebruegge for giving her a personal tour of the Airport.

## **6. NEXT MEETING**

Wednesday January 3, 2024

## **7. ADJOURNMENT**

A motion to adjourn was made by Ms. Fowler and seconded by Alderman Cohn. A voice vote was taken and the motion carried. The meeting adjourned at 3:00pm

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The foregoing were approved by the Airport Commission at its Regular Meeting held on

January 3, 2024.



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Rhonda Hamm-Niebruegge  
Chairperson