

**Saint Louis Regional Airport Authority  
Agenda for Regularly Scheduled Meeting  
May 21, 2020**

1. Call to Order:
2. Roll Call:
3. Minutes:
4. Financial Statements:
5. Public Participation:
6. Unfinished Business:
  - a. Illinois Department of Transportation (I-DOT) has selected Stutz Excavating, Inc. as the contractor for the next phase of T-hangar ramp/taxilane project. (Bid tabulation sheets are included in board member packets.) The notice-to-proceed has not been issued.
  - b. The residential property on Cedar Lane is now occupied. The security deposit and first month rent check has been received.
  - c. (The following items are added to the original draft agenda at the request of Chairman Ross.)
    - i. Status of Cares Act Application has not changed. Nothing in writing has been issued as of this writing.
    - ii. Continuation of item 5 on the agenda of the March board meeting (Justin Wilkinson is scheduled to make a presentation on behalf of the Muscular Dystrophy Association.) As of this writing, there has been no further requests from Mr. Wilkinson.
    - iii. All public notifications regarding Hangar 10 have been posted with no further replies from potentially interested parties.
    - iv. Nominations opened and vote for election of board officers. According to airport by-laws, elections are to be conducted during the first month of the fiscal year: June. The by-laws remain silent regarding when nominations can be made.
    - v. Insurance quotes have not been received as of this writing.

vi. Legal counsel opinion regarding using non-airport e-mails to communicate correspondence and retention regulations and archiving.

7. New Business:

- a. Wage adjustments for contract and non-contract wage earners takes effect June 1. These adjustments are programmed in the current budget.
- b. US Department of Transportation, Office of Inspector General, publishes report on contract air traffic control towers compared to FAA air traffic control towers. (The report is included in board member packets.)
- c. A draft proposal for an Airport Succession Planning Policy is included in board member packets. (A special thanks to Commissioner LaMarsh for crafting this draft.)

8. Discussion Item: (The following item was requested for discussion by Commissioner Futrell. This is in consideration of an extended period of downturn in the economy.)

- a. Consider a freeze on all employees pay raises scheduled for June implementation.
- b. Consider suspension of all longevity pay/bonuses for the fiscal year beginning June 2020.
- c. Consider an immediate freeze on all discretionary spending.
- d. Charge airport leadership to review the budget for areas where reductions can be made and to deliver the results of the review and subsequent recommendations to the board at the June, 2020 meeting.

9. Airport Director's Report:

- a. The air traffic count for April 2020 is down approximately 40 per cent from April of 2019.
- b. Airport Rescue and Fire Fighting (ARFF) crew was called out on Friday, May 8. A corporate jet aircraft had a minor mechanical issue on departure, immediately returned, and landed without incident. The adjustment was made and the aircraft departed again without further incident.

10. Required Signatures: March/April board meeting minutes. (To be signed when the board can physically convene.)

11. Next Meeting: June 18, 2020

12. Announcements:

- a. Public activities at the airport are being held in abeyance pending pandemic restrictions.

13. Board Member Comments:

14. Adjourn:

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