AGENDA
PUBLIC BUILDING COMMISSION
JANUARY 21, 2021

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

INTRODUCTION OF VISITORS:

Mark Kern, County Board Chairman
Dan Trapp, MidAmerica St. Louis Eng/Planning Director
Tom Knapp, Sheriff's Department
Bernard Ysursa, Attorney
Bryan Johnson, MidAmerica St. Louis Airport Director
Debra Moore, Director of Administration
James Brede, Director of Buildings

In accord with Section 12 of Governor JB Pritzker's December 11, 2020 Disaster Proclamation, the January 21, 2021 meeting of the Public Building Commission will be held remotely. The following remote electronic access is being provided for Members, Staff, and Public.

TELECONFERENCE: To Activate Dial (866)434-5269
Enter Access Code 7715605 Followed by #
If not the Host, Press # when prompted

COMMUNICATION:

MINUTES:

1) Regular Monthly Meeting - December 17, 2020
2) Special Meeting - December 29, 2020

TREASURER AND FINANCE:

1) Regular Expense Claims Report (End of Year) - December 31, 2020
2) Regular Expense Claims Report with Payroll Ledger Report - January 30, 2021
3) Airport Expense Claims Report - January 30, 2021
4) Budget Analysis Report - January 2021
5) Trial Balance Report (Copy in PBC Office) - December 2020

FOR YOUR INFORMATION:

NEW BUSINESS:

OPERATIONS:

1) Approval of Lease for Illinois Department of Commerce and Economic Opportunity Revision - James Brede

2) Courthouse Emergency Roof Repair - James Brede

AIRPORT OPERATION BUSINESS:

1) **Construction Phase Services – Terminal Modification – Phase 2** - **Bryan Johnson**

2) **Airport Leasing Policy** - **Bryan Johnson**

UPDATE:

1) **Small Community Air Service Development Grant (SCASD)** - **Bryan Johnson**

RESOLUTION:

1) **Resolution Authorizing Comptroller to Transfer Funds and Make Payments via Electronic Means** - **Attorney Ysursa**

EXECUTIVE SESSION:

1) **Litigation** - **James Brede**

ADJOURNMENT:

MINUTES OF THE MONTHLY MEETING OF THE PUBLIC BUILDING COMMISSION OF ST. CLAIR COUNTY, ILLINOIS, HELD ON THURSDAY, JANUARY 21, 2021 AT 10:07 A.M. AT THE ST. CLAIR COUNTY BUILDING, BELLEVILLE, ILLINOIS

The Regular Monthly Meeting of the Public Building Commission of St. Clair County, Illinois was called to order by Chairman Richard Sauget at 10:07 a.m., on Thursday, January 21, 2021 at the St. Clair County Building, Belleville, Illinois.

The following Commissioners answered present to roll call: Charles Lee and Daniel Polites. Richard Sauget, Terry Beach, and Edmond Brown answered present via Zoom. Thomas Dinges and Richard Effinger answered present via telephone conference.

Also present for the meeting, or for a portion thereof, were the following: James Brede, Director of Buildings; Bill Reichert, Architectural & Planning Advisor of the Public Building Commission; Traci Firestone, Secretary; and Kelly Dudley, Assistant Secretary. Debra Moore, County Administrator; Bryan Johnson, MidAmerica St. Louis Airport Director; Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director; Tom Knapp, Sheriff's Department; Randy Pierce, Fairview Heights Tribune; and Monica Taylor, Financial Analyst; answered present via telephone conference. Attorney Bernard Ysursa answered present via Zoom.

Minutes of the December 17, 2020 Regular Monthly Meeting were reviewed. Commissioner Polites moved that the Regular Monthly Meeting Minutes, dated December 17, 2020 be approved as provided. Second by Commissioner Lee. Roll call as follows:

Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
Commissioner Beach	: Aye

Commissioner Brown : Aye
AYES: 7 ABSENT: 0 NAYS: None

Motion carried.

Minutes of the December 29, 2020 Special Meeting were reviewed. Commissioner Effinger moved that the Special Meeting Minutes, dated December 29, 2020 be approved as provided. Second by Commissioner Dinges. Roll call as follows:

Commissioner Lee : Aye
Commissioner Polites : Aye
Commissioner Effinger : Aye
Commissioner Dinges : Aye
Commissioner Sauget : Aye
Commissioner Beach : Aye
Commissioner Brown : Aye
AYES: 7 ABSENT: 0 NAYS: None

Motion carried.

Commissioner Polites moved to recess for the Annual Meeting, and appointed Attorney Ysursa, as the Temporary Chairman. Second by Commissioner Effinger and carried.

Regular Meeting ended at 10:10 a.m.

Regular Meeting reconvened at 10:18 a.m.

Under Treasurer and Finance, Commissioner Lee, Treasurer, reviewed the Regular Expense Claims Report for End of Year 2020 and Regular Expense Claims Report with Payroll Ledger Report for January 29, 2021, and moved to approve payment of bills. Second by Commissioner Effinger. Roll call as follows:

Commissioner Lee : Aye
Commissioner Polites : Aye
Commissioner Effinger : Aye
Commissioner Dinges : Aye
Commissioner Sauget : Aye
Commissioner Beach : Aye
Commissioner Brown : Aye
AYES: 7 ABSENT: 0 NAYS: None

Motion carried.

Commissioner Lee reviewed the Airport Expense Claims Report, dated January 29,

2021, and moved to approve payment of bills. Second by Commissioner Polites. Roll call as follows:

Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
Commissioner Beach	: Aye
Commissioner Brown	: Aye
AYES: 7 ABSENT: 0	NAYS: None

Motion carried.

Commissioner Lee reviewed the **Monthly Budget Analysis Report for January 2021** and asked that it be placed on file, stating that the 2021 Budget is in line with the projected percentage of 8.3% expenditures, except for Public Services Facility, which is at 9% due to major capital improvements.

Commissioner Polites reviewed the **Trial Balance Report for December 2020** and asked that it be placed on file. The Secretary has a copy for review in the Public Building Commission Office.

Under Operations, James Brede, Director of Buildings, presented the Approval of Lease for Illinois Department of Commerce and Economic Opportunity. Director Brede stated he brought that before the Board last month for approval and after it was approved, it was sent onto the State for their approval. Director Brede added the State had an issue with Article XV, which is Remedies, since they are not paying for the space and are just borrowing it. Director Brede stated they had some legal issues, so they gave him some verbiage they would like to see in the lease, and he sent it off to counsel and Bernie reviewed it and agreed with it. Director Brede added he just needs the Board to approve the changes to Article XV. Director Brede stated they will be charged for their parking spots. Commissioner Effinger moved to approve the revised lease for the Department of Commerce and Economic Development - Article XV - Remedies.

Second by Commissioner Polites. Roll call as follows:

Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
Commissioner Beach	: Aye
Commissioner Brown	: Aye
AYES: 7 ABSENT: 0	NAYS: None

Motion carried.

Director Brede stated item #2 needs to be deferred into Executive Session under possible Litigation.

Under Airport Operation Business, Bryan Johnson, St. Louis Airport Director, presented for approval for Construction Phase Services – Terminal Modifications – Phase 2. Director Johnson stated there are 4 phases in the terminal modification project and Phase 1 was completed in 2020 and moved into Phase 2 in August or September. Director Johnson added they are fully engaged with starting to box up the terminal – Phase 2 and need to bring on Crawford, Murphy & Tilly to assist with various aspects of managing the project. Director Johnson stated Phase 2 is the largest of the 4 phases and does include the construction of the building expansion shelf, which includes earthwork, foundations, structural steel, concrete, roofing, etc. Director Johnson added there are a lot of different entities involved in this project, which some of them are HOK, Gonzalez, Voltair, etc. Director Johnson stated the financial impact of this agreement amendment is $760,000.00 and this was accounted for in the St. Clair County Capital Replacement Fund and budgeted for fiscal year 2021. Director Johnson stated he would like to recommend the Public Building Commission approve Amendment 3 to the engineering agreement with CMT for the Terminal Modifications for $760,000.00, which provides Construction Phase Services for Terminal Modifications – Phase 2. Director Johnson added this will give the opportunity to continue to move through Phase 2 and get to Phase 3. Commissioner

Polites made a motion to approve Phase 2 – Amendment 3 with CMT for the Terminal Modifications at a cost of $760,000.00. Second by Commissioner Lee. Roll call as follows:

Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
Commissioner Beach	: Aye
Commissioner Brown	: Aye
AYES: 7 ABSENT: 0	NAYS: None

Motion carried.

Director Johnson presented for approval the Airport Leasing Policy, which is part of the Airport's primary management compliance documents. Director Johnson stated the primary management compliance documents are business tools, essentially, and there are 4 different documents that become foundational, both for Airport management and staff, as well as for everyone in the decision-making process. Director Johnson added they include the Rules and Regulations, Minimum Standards, Development Standards and Leasing Policy. Director Johnson stated the beautiful thing about the Leasing Policy is it really frames up the path forward, not only with current tenants, but also, future tenants. Director Johnson added it provides sound and consistent guidance to tenants and identifies terms and conditions associated with the leasing of Airport property, generate revenue for the purpose of reinvesting into the Airport to help the Airport become as financially self-sustaining as possible, which is strongly encouraged by the FAA. Director Johnson stated it ultimately promotes compliance with the Commission's obligations under the federal laws and grant agreements with the FAA. Commissioner Effinger inquired if everyone that is leasing at Airport now falls within the guidelines. Director Johnson stated they do not and that is being acknowledged within the leasing policy. Director Johnson added this policy is a point-in-time, so it becomes effective on

this date and then is applicable or will be applied to all future lease agreements. Director Johnson stated as current leases and tenants continue to reside out at the Airport and move forward, as those agreements are renegotiated or re-established with those tenants, then the new standards will be applicable at that point in time. Attorney Ysursa stated the Airport Leasing Policy documents are fine, but he had a few questions. Attorney Ysursa added since there are farm leases, he does not know if they need the same policy or is that a separate type of deal, and the other question is in all of the contracts they have with any of their contractors, there are provisions for what to do in terms of if there are disputes to be remediated, there are no arbitration clauses in all of the documents, and there is a jurisdictional and venue statement that restricts jurisdiction venue, if you go to court, to the Circuit Clerk for St. Clair County, and that is in the regular AIA contracts, etc. Attorney Ysursa stated he is not sure if that is intended or would be part of this policy, but he wanted to make sure if they do notify proposed lessees, that they are aware that they are going to have to agree to these types of restrictions. Attorney Ysursa added in other words, if they want to do business with the Airport and they are going to sue, then they must sue here. Director Johnson stated he has grown to appreciate those foundational institutional legalese that identify some of those preferences. Director Johnson added the approach here within the document, that there are a couple of paths to mention. Director Johnson stated the idea is that the points made about venue, about disputes, normally he would look for those to be in their baseline lease agreements. Director Johnson added those are established within the agreements themselves and work to solidify or build up the lease agreements prior to execution. Director Johnson stated the leasing policy is more intended to be maybe a little bit higher level philosophical view of the business process and his hope is that it would also provide enough flexibility, as you look down through the various sections, it is intended to be holistic, but ultimately it is his desire, as the Airport Director, to go back annually

and review this document for its validity and its applicability, both to existing and future tenants. Director Johnson added he echoes the thought process and every other airport he has been at, that has generally been the approach and those would be layered into the leases themselves. Director Johnson stated with that thought in mind, they can continue to layer those in the agreements or if it would be preferred, the document can be revised to include some of those specifics. Attorney Ysursa stated he wanted to clarify the document does not prevent from using the normal procedures in other contracts, as they are not amending those things. Attorney Ysursa added he is hearing from Director Johnson that that is what the document provides for them, so that allays his concerns in respect to that provision. Director Johnson stated the value and what is important for the Airport, at this point-in-time, is everyone has been pivotal to the start of the Airport, for the naming of the Airport, to move it to its 20-year mark, so he really wants to emphasize to everyone that they will see this every year. Director Johnson added in his ideal Airport world where he has opportunity, the best thing he can do as a director with his management team, is to bring all 4 of those documents back to everyone annually to do a review. Director Johnson stated he made mention of this in his briefing paper, which he discovered in some of the original documents dated back in the 90s, that they do need some updating. Director Johnson added that is part of this process and it ensures a greater degree of transparency for management staff and for the policy makers and the leadership of the County, and for the tenants, as well, and will be able to see how this matures over time. Director Johnson stated on the ag side, what he finds interesting there, is it is almost like a contractual agreement that there is a third party managing the lands to the point where they are entering into agreements on the Airport's behalf. Director Johnson added while he does not think it is a huge factor here in the leasing policy, he does think it is something that needs to be looked at over the next year, come back in January of 2022, and if needed, add or amend the Airport leasing policy. Commissioner Effinger moved to approve

and implement the MidAmerica St. Louis Airport Leasing Policy. Second by Commissioner Polites. Roll call as follows:

Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
Commissioner Beach	: Aye
Commissioner Brown	: Aye
AYES: 7 ABSENT: 0	NAYS: None

Motion carried.

Director Johnson stated he wanted to make a plug for Allegiant Airlines and looking forward to seeing everyone's faces at MidAmerica sometime. Director Johnson added Charleston, South Carolina, is the newest destination point and that service starts the end of May, Memorial Day weekend, are the first flights. Director Johnson added he wanted to strongly encourage everyone to be aware of that and pass that onto friends and relatives and anyone you can think of and he would love to have them out there. Director Johnson stated there is some optimism as an Airport, but also in the airport network throughout the country, as they look at the change in D.C., and the new DOT administrator, as well as through the FAA ranks, but they expect there will be transactions that will occur meaning more and more people will get vaccines, more and more people will regain a little bit more confidence to travel. Director Johnson added there are 12 destinations now and working on at least one more. Director Johnson stated MidAmerica has had some very difficult times, the whole industry has, but that is why this opportunity will be good for the Airport and for the Metro-St. Louis area. Director Johnson added the Small Community Air Service Development Program (SCASDP), which he would like to relate to everyone that prior to his interest in pursuing a grant through the Air Service Development Program, that they did apply in 2013 and 2015, with no success. Director Johnson stated he is hopeful there will be success this time for a couple of reasons, and one is at

the end of the year, President Trump, at the time, signed a Coronavirus Response Relief Supplemental Appropriations Act, which added another $5 million to this program, so it moved it from $13 million up to $18 million, which gives more opportunity to be more competitive. Director Johnson added the other thing about it is if you really look at this program, there are a lot of airports already a part of this Air Service Development Program. Director Johnson stated as an airport, you are only allowed to enter into one grant agreement for air service development, so MidAmerica is really positioned well in that regard. Director Johnson added the time is right, the Coronavirus is here, all the airports are hurting a little bit, and that was part of the drive for increasing the funding number through that legislation in D.C. Director Johnson stated that while there is not a specific route identified and he would like to share that with everyone, but strategically, he would rather keep those cards close to his chest right now. Director Johnson added the application deadline changed, which it was originally January 26 and that has been pushed to March 1. Director Johnson stated with fingers and toes crossed, MidAmerica is going to make a go at this and see if they cannot shake some more federal dollars down to the Airport. Commissioner Effinger stated he has flown Allegiant Airline a few times this winter and had a great experience every time he has flown with it being nice, quick, easy, and clean. Commissioner Effinger added when he was in Punta Gorda Airport, Lamar Advertising had advertising throughout the building and inquired if that is something that can be looked at in the future on Phase 2, as that is being remodeled. Director Johnson stated there are some Lamar signage along the interstate, which Lamar is common in some airports, and there are some other groups out there that provide those advertising agreements with airports. Director Johnson added MidAmerica is looking at maybe doing some wall wraps around the baggage area and have just started looking a little bit at that. Director Johnson stated they can revisit that topic in a few more months and see where they are at that time.

Attorney Ysursa stated in the packet there is a resolution, which is annual and allows for electronic transfer with the Comptroller and Assistant Comptroller. Commissioner Beach moved to approve. Second by Commissioner Lee. Roll call as follows:

Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
Commissioner Beach	: Aye
Commissioner Brown	: Aye
AYES: 7 ABSENT: 0	NAYS: None

Motion carried.

Tom Knapp, Sheriff's Department, stated Director Brede created the Public Safety Unit and would like a general idea of what their primary objective is going to be. Director Brede stated the primary objective is to work with all of the people that use the Public Building Commission's buildings in trying to go through training for tornado, active shooter, and work with all of the different county departments within the buildings. Director Brede added they also supply security through the Sheriff's commissioning for guys to secure the buildings in the evenings. Colonel Knapp stated it is not really a law enforcement function and is more of a disaster drill type and evening presence sort of thing. Director Brede stated it is whatever the PBC's needs are and currently in the lease with the Health Department for COVID that PBC is supplying retired policemen down there for security and they are paying the PBC for that service. Director Brede added it is just for PBC property.

Commissioner Polites moved to enter Executive Session. Second by Commissioner Dinges. Director Brede stated it is for the purpose of Litigation. Motion carried.

The Doors closed 10:44 a.m.

The Regular Meeting reconvened at 10:58 a.m.

Commissioner Polites made a motion based on council's recommendation that Director

Brede and Bill Reichert are authorized to repair the roof damages as soon as possible with a cost not-to-exceed $75,000.00 and give council approval to go after the funds needed for insurance issues. Attorney Ysursa stated he would suggest adding in there that this is being declared as an emergency because of the public safety concerns. Commissioner Polites moved and added addition per Attorney Ysursa. Second by Commissioner Effinger. Roll call as follows:

Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
Commissioner Beach	: Aye
Commissioner Brown	: Aye
AYES: 7 ABSENT: 0	NAYS: None

Motion carried.

Director Brede stated the PBC does have a Zoom account and Kelly will be managing it, so if any Board members need to use it for meetings or for the Airport, it is here. Director Brede added the PBC will try to continue the Zoom meetings until the County Board Chairman tells us otherwise.

There being no further business to come before the Public Building Commission, Chairman Lee moved for adjournment. Second by Commissioner Effinger and carried.

Meeting adjourned at 11:00 a.m.

Respectfully submitted,

Kelly Dudley

Kelly Dudley
Assistant Secretary

APPROVED:

CHAIRMAN