

AGENDA
PUBLIC BUILDING COMMISSION
March 17, 2022

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

INTRODUCTION OF VISITORS:

Mark Kern, County Board Chairman
Debra Moore, Director of Administration
James Brede, Director of Buildings
Tom Knapp, Sheriff's Department

Bryan Johnson, MidAmerica St. Louis Airport Director
Dan Trapp, MidAmerica St. Louis Eng/Planning Director
Bernard Ysursa, Attorney

COMMUNICATION:

MINUTES:

- | | | |
|----------------------------|---|-------------------|
| 1) Regular Monthly Meeting | - | February 24, 2022 |
| 2) Executive Meeting | - | February 24, 2022 |

TREASURER AND FINANCE:

- | | | |
|---|---|----------------|
| 1) Regular Expense Claims Report with Payroll Ledger Report | - | March 30, 2022 |
| 2) Airport Expense Claims Report | - | March 30, 2022 |
| 3) Budget Analysis Report | - | March 2022 |
| 4) Trial Balance Report (Copy in PBC Office) | - | February 2022 |

FOR YOUR INFORMATION:

OPERATIONS:

- | | | |
|--------------------------|---|-------------|
| 1) Change Order – IMPACT | - | James Brede |
|--------------------------|---|-------------|

AIRPORT OPERATION BUSINESS:

- | | | |
|--|---|---------------|
| 1) Airport Financial Consulting Services | - | Bryan Johnson |
| 2) Small Community Air Service Development Program | - | Bryan Johnson |
| 3) American Rescue Plan Act – Concession Relief | - | Bryan Johnson |
| 4) Boeing – TFT – Exhibit C - Amendment | - | Bryan Johnson |
| 5) AVMATS – Parking Lot Expansion | - | Bryan Johnson |
| 6) Belt Loader (GSE) – Procurement | - | Bryan Johnson |

UPDATES:

- 1) Enplanements - **Bryan Johnson**
- 2) Terminal Expansion - **Bryan Johnson**
- 3) Boeing Production Facility - **Bryan Johnson**

EXECUTIVE SESSION:

- 1) Personnel:
- 2) Real Estate:
- 3) Litigation: - **James Brede**
- 4) Security:

ADJOURNMENT:

**MINUTES OF THE MONTHLY MEETING OF THE
PUBLIC BUILDING COMMISSION OF ST. CLAIR
COUNTY, ILLINOIS, HELD ON THURSDAY,
MARCH 17, 2022 AT 10:04 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 10:04 a.m., on Thursday, March 17, 2022 at the St. Clair County Building, Belleville, Illinois.

The following Commissioners answered present to roll call: Richard Sauget, Charles Lee, Dan Polites, Rick Effinger, Thomas Dinges, and Edmond Brown. Terry Beach was absent.

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

Minutes of the February 24, 2022, Regular Monthly Meeting and Executive Meeting were reviewed. Commissioner Effinger moved that the Regular Monthly Meeting Minutes and Executive Meeting Minutes dated February 24, 2022, be approved as provided. Second by Commissioner Lee. Roll call as follows:

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| Commissioner Lee | : Aye |
| Commissioner Polites | : Aye |
| Commissioner Effinger | : Aye |
| Commissioner Dinges | : Aye |
| Commissioner Sauget | : Aye |
| Commissioner Beach | : Absent |
| Commissioner Brown | : Aye |
| AYES: 6 ABSENT: 1 | NAYS: None |

Motion carried.

Under Treasurer and Finance, Commissioner Dinges, Treasurer, reviewed the Regular Expense Claims Report with Payroll Ledger Report for March 30, 2022, and moved to approve payment of bills. 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 : Absent
Commissioner Brown : Aye
AYES: 6 ABSENT: 1 NAYS: None

Motion carried.

Commissioner Dinges reviewed the Airport Expense Claims Report, dated March 30, 2022, and moved to approve payment of bills. 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 : Absent
Commissioner Brown : Aye
AYES: 6 ABSENT: 1 NAYS: None

Motion carried.

Commissioner Dinges reviewed the **Monthly Budget Analysis Report for March 2022** and asked that it be placed on file, stating that the 2022 Budget is in line with the projected percentage of 25.0% expenditures.

Commissioner Dinges reviewed the **Trial Balance Report for February 2022** and asked that it be placed on file. The Secretary has a copy available for review in the Public Building Commission Office.

Under Operations, Director James Brede presented for approval a change order to IMPACT's contract, as there are 3 RFPs that are on this one change order. Director Brede stated

he was able to approve under his authority two of those, but the last one he is asking the Board to approve, which is for \$47,909.00. Director Brede added they had to make a modification to the first-floor windows, since when those windows were torn out, it was realized the steel was below grade and created a bad situation. Director Brede stated they had to pour concrete curb in there to raise it above grade and then they had to reorder the frames in order to accommodate the change. Commissioner Effinger made a motion to approve the ASI #1 Concrete Curb change order for \$47,909.00. Second by Commissioner Lee/Commissioner Polites. Roll call as follows:

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|-----------------------|-----------|------------|
| Commissioner Lee | : | Aye |
| Commissioner Polites | : | Aye |
| Commissioner Effinger | : | Aye |
| Commissioner Dinges | : | Aye |
| Commissioner Sauget | : | Aye |
| Commissioner Beach | : | Absent |
| Commissioner Brown | : | Aye |
| AYES: 6 | ABSENT: 1 | NAYS: None |

Motion carried.

Under Airport Operation Business, Director Bryan Johnson, stated the first item is for the financial consulting services agreement with a company that was selected last month, DKMG. Director Johnson added these are services that will assist as they move forward from their current position in the Airport world and working with air carriers going forward. Director Johnson stated they will come in and look at their methodologies, look at the rates and charges, the fees, help develop airline use agreements, and they will have to open the passenger facility charge, and that is a fee that is collected on every revenue ticket. Director Johnson added that application needs to be opened, update and review it, and possibly add some projects to that. Director Johnson stated it is a good organization and they are seeking approval on a not-to-exceed cost of \$75,000.00 with DKMG. Commissioner Effinger stated it was discussed about \$35,000.00 to \$40,000.00 last month, but Director Johnson did not have the amount hammered

down yet or the terms. Director Johnson stated this is the idea that they are looking at a 1-year agreement with a possible extension depending on time. Director Johnson added when they set this up initially, they did not know where it would go with pricing, and they did add the PFC piece into their agreement. Director Johnson stated they are pivoting a bit, especially with Aerobus coming on line, the Airport will have to mature a bit in their agreements and how they do their business. A general discussion was held regarding the parking fees, leasing, and bringing DKMG to a meeting to give everyone more details, as no decisions will be made without the Board. A general discussion was held regarding the passenger facility charge. Director Johnson stated the Airport's passenger facility charge is \$3.00 per ticket, but 99% of the airports are at \$4.50. Director Johnson added the Airport will maintain that level, but since those monies come back to the Airport to help fund some of their projects, the application must be opened, renew it, and work with the FAA, along with the airline partners. Director Johnson stated Allegiant gets a seat at the table anytime the Airport is looking at projects associated with PFC. Commissioner Brown inquired if this is a 1-year contract and is considered a competitive bid. Director Johnson added they did an RFP process to get to the point of selection and there were 2 that submitted proposals. Commissioner Effinger moved to approve and authorize the Chairman/Vice-Chairman to execute the agreement between MidAmerica Airport and DKMG Consulting, LLC for Airport Financial Consulting Services not-to-exceed \$75,000.00. Second by Commissioner Brown. Roll call as follows:

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|-----------------------|------------|
| Commissioner Lee | : Aye |
| Commissioner Polites | : Aye |
| Commissioner Effinger | : Aye |
| Commissioner Dinges | : Aye |
| Commissioner Sauget | : Aye |
| Commissioner Beach | : Absent |
| Commissioner Brown | : Aye |
| AYES: 6 ABSENT: 1 | NAYS: None |

Motion carried.

Director Johnson presented for approval the Small Community Air Service Development Program that has been in place 15 to 20 years, which he is seeking one this year and this is a competitor process with the airports in the country that have an interest in the grant program. Director Johnson added he gets together with Volaire, as they wade into the details as far as strategy, and where they want to go and what they want to do. Director Johnson stated the reason they picked \$490,000.00 is because it is a sweet spot for the Airport and it is likely to get approved, as sometimes the smaller dollar amounts will get approved over a larger dollar amount. Director Johnson added they are looking at securing any airline for a crew base, as well as additional city payers. Director Johnson stated this is like last year and are asking for a little bit less, but with the Federal government and the programs in place right now, there is a little bit more money. Commissioner Brown inquired if we are matching the grant. Director Johnson stated the Federal share is \$490,000.00 and the local share is \$160,000.00. Chairman Sauget inquired if the monies can be used for Allegiant, as far as basing. Director Johnson stated this to be correct and it must be written in a way where it does not identify the air carrier, but it can be Allegiant or any air carrier. Director Johnson gave an overview of the application and stated they did get a letter of support from Allegiant. Director Johnson stated this was just an update.

Director Johnson presented American Rescue Plan Act – Concession Relief, also known as ARPA, which in Spring of last year, the Airport received about \$2.3 million in Federal dollars as part of ARPA for projects. Director Johnson added this is new to the entire Airport industry, which the Federal government saw that concessionaires have been suffering through the coronavirus pandemic and they are setting aside funds for concessions. Director Johnson stated on a scale of magnitude, Atlanta got about \$900 million for concessionaires, which a lot of money was put into concessionaires because many of them closed during the pandemic, along

with the workforce that got laid off. Director Johnson added the FAA reached out to MidAmerica and they have \$131,720.00 for the Airport, which he has reached out to Roy-el and Enterprise Car Rental and they both want to participate. Director Johnson stated they sent out letters for certification, which once they get those back noting they have not accepted any other ARPA monies or Federal monies into their program, then they can administer these. Director Johnson added they will retain all the monthly revenues that they pay for being at the Airport, but they are administering on behalf of the FAA, which they do impact the leases themselves. Director Johnson stated it is what they give us, and the Airport writes a check to them, but those are Federal dollars that come to MidAmerica. Commissioner Polites made a motion to approve and authorize the Airport use of American Rescue Plan (ARPA) grant funds and provide rent relief to Airport concessions Roy-el for food and beverage and Enterprise Car Rental. Second by Commissioner Lee. A general discussion was held regarding documentation that is pushed out to the FAA and then they approve the funds down to MidAmerica. Commissioner Polites inquired if the balance of the monies goes to the Airport. Director Johnson stated it does not and the monies are concessionaires only, which any money that is not used by the concessionaires goes back to the Federal government and cannot be used in any other manner. Commissioner Brown inquired with the difference in the dollar amount, which that enabled the other concessions to show that they need more than that. Director Johnson stated they can pay them more. Commissioner Effinger added they must justify it. Director Johnson added the FAA states they are worthy of that number, which they do the math and do the analysis to start with, but they know they can give them more if it is warranted up to that amount. Roll call as follows:

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

Commissioner Beach : Absent
Commissioner Brown : Aye
AYES: 6 ABSENT: 1 NAYS: None

Motion carried.

Director Johnson presented a modification to Exhibit C, which this is typical and not unusual whatsoever. Director Johnson added in 2020, they executed an agreement with Boeing for their TFT program, which every project he has been involved in, there is always a contingency line. Director Johnson stated the contingency line sits there for all the right reasons and at some point, they return that contingency to Boeing, which this contingency is no longer necessary because everything is done. Director Johnson added at the next renewal period on this lease, which is August of this year, they will send MidAmerica some notification, so you will not see that contingency being carried forward at the start of the renewal period. Commissioner Effinger inquired if the \$25,000.00 will be a continuum with the agreement with them. Director Johnson stated the \$25,000.00 includes rent and all the other things, so no money will be lost, the contingency will just be eliminated. Director Johnson added it is \$98,320.00 through August and then it drops through those renewal periods if they choose to renew, which the expectation is they will choose to renew. Commissioner Effinger moved to approve to modify Exhibit C for the Transition Flight Training lease agreement with Boeing. Second by Commissioner Lee. Chairman Sauget stated on the second option period, they would like to change the dates. Director Johnson stated he would have to go back and amend the dates. Chairman Sauget added 2023 should be 2022. Chairman Sauget inquired with this option, if the mobile homes will go back to the mobile home dealer unless MidAmerica keeps them for whatever reason. Director Johnson stated at the end of the agreement and Boeing vacates, the mobile home trailers that were being used to house the flight crews go away, and what is left are the covers of the 3 aircraft storage areas, which at that time, we can decide what to do with those, as those revert

back to us. A general discussion was held regarding what they can be used for at that time. Roll call as follows:

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|-----------------------|------------|
| Commissioner Lee | : Aye |
| Commissioner Polites | : Aye |
| Commissioner Effinger | : Aye |
| Commissioner Dinges | : Aye |
| Commissioner Sauget | : Aye |
| Commissioner Beach | : Absent |
| Commissioner Brown | : Aye |
| AYES: 6 ABSENT: 1 | NAYS: None |

Motion carried.

Director Johnson presented the AVMATS – Parking Lot Expansion and reviewed a picture of the AVMATS facility. Director Johnson stated AVMATS is subleasing their facilities to Boeing, which Boeing is needing to add employees to this facility and need parking to do that. Director Johnson added the Airport is working with them to add parking spaces, which it is a standard parking lot project and they expect to add another 100-plus employees at this facility over the next year. Director Johnson stated they put together an RFP and received the bids to do the lot, which they will front the cost initially, but as soon as they get everything built out, MidAmerica will get reimbursed and Boeing will cover the entire cost of this project. Director Johnson reviewed the bid tabulation with Rooters Asphalt as the winning bidder with a max of \$77,705.00. Commissioner Polites made a motion to approve and authorize the Chairman/Vice-Chairman to execute the agreement for the AVMATS parking lot expansion with Rooters Asphalt for a not-to-exceed cost of \$77,705.00. Second by Commissioner Dinges. Roll call as follows:

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|-----------------------|----------|
| Commissioner Lee | : Aye |
| Commissioner Polites | : Aye |
| Commissioner Effinger | : Aye |
| Commissioner Dinges | : Aye |
| Commissioner Sauget | : Aye |
| Commissioner Beach | : Absent |
| Commissioner Brown | : Aye |

AYES: 6 ABSENT: 1 NAYS: None

Motion carried.

Director Johnson stated MidAmerica needs another belt loader, as it is getting busier and busier due to adding flights with more frequency and more capacity. Director Johnson added they need another belt loader to support all the activity, especially when there are multiple aircraft on the ground at one time. Director Johnson stated typically you have 2 belt loaders for front and back on each aircraft, which there are a total of 4 right now and really need a fifth. Director Johnson added when there are 3 aircraft on the ground, that is when it gets tight and they cannot get the bags off and back on. Director Johnson stated this is programmed in the Airport's budget. Commissioner Effinger inquired to the age of the other ones. Director Johnson stated he would have to look up that information, but some of them have seen better days. Commissioner Polites inquired if there is much discrepancy between the two manufacturer bids and the number of days between delivery. Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director, stated both of the options met MidAmerica's requirements, which there was a little difference in the time of delivery but not significant. Commissioner Polites made a motion to approve the belt loader from Aero Specialties, Inc., in the amount of \$61,250.00. Second by Commissioner Dinges and Commissioner Lee. Roll call as follows:

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|-----------------------|------------|
| Commissioner Lee | : Aye |
| Commissioner Polites | : Aye |
| Commissioner Effinger | : Aye |
| Commissioner Dinges | : Aye |
| Commissioner Sauget | : Aye |
| Commissioner Beach | : Absent |
| Commissioner Brown | : Aye |
| AYES: 6 ABSENT: 1 | NAYS: None |

Motion carried.

Director Johnson reviewed the enplanement chart with what they are projecting over the last year or so with the 2022 numbers flexing a little bit at 180,000 now. Director Johnson stated

this gives perspective to the records that are being set at the Airport with 2021 and 2019 both being record years, which is a big deal for an airport anytime a new enplanement mark is reached. Director Johnson reviewed revenue-paying passengers and fuel and the airline industry. Director Johnson stated even though we see fuel start to drop, it takes a while for airlines to see that drop. Director Johnson added they do expect more capacity to come back in through June and July. Director Johnson stated in South Bend, Indiana, Allegiant has dropped flights with part of it being crew related, so like all air carriers they are struggling to train and get flight crews ramped up to operate the aircraft. Commissioner Effinger inquired if they will decrease the flights to put pressure on filling them up because of the fuel, because it seems like Destin would be ramping up. Director Johnson stated Destin will decrease theirs, as they are a military base, a joint use facility, and it was jammed up, so the DOD cannot fly, which they do not have parallel runways. A general discussion was held regarding Destin's runway and the benefit of a parallel runway, such as at Scott Air Force Base. A general discussion was held as to how far in advance an airline purchases fuel into the market, as it is all through markets and through the margins and when they decide to purchase fuel from these different vendors. Director Johnson stated the biggest cost with air carriers is labor and fuel. Director Johnson added some of it is the age and hours of the engines, which the jet engines will burn oil and sometimes they lose fuel efficiency over time. Director Johnson stated the air carriers have looked at parking one or two of the less fuel efficient. Director Johnson reviewed the pictures of the terminal expansion with it being a year next month. Director Johnson stated they are into the fire suppression, plumbing, HVAC, and working on getting all the major components put into the facility. A general discussion was held regarding hosting a meeting at the Airport and having a tour of the expansion facility and Boeing. Director Johnson reviewed pictures of the Boeing Production Facility, as they change daily. Commissioner Polites inquired if there is much signage such as "Future Home" or

"Coming Soon" from Boeing. Director Johnson stated there is not. Director Johnson inquired to Mr. Trapp on how many sections are left to go. Mr. Trapp stated they are about 80% done of the main area.

Commissioner Effinger requested to move to Executive Session for Director Brede for the purpose of potential litigation. Second by Chairman Sauget. Motion carried.

The Doors closed 10:42 a.m.

The Regular Meeting reconvened at 11:11 a.m.

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

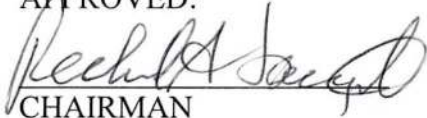
Meeting adjourned at 11:11 a.m.

Respectfully submitted,



Traci Firestone
Secretary

APPROVED:


CHAIRMAN