

**MINUTES OF THE MONTHLY MEETING OF THE
PUBLIC BUILDING COMMISSION OF ST. CLAIR
COUNTY, ILLINOIS, HELD ON THURSDAY
SEPTEMBER 21, 2017 AT 10:08 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 10:08 a.m., on Thursday, September 21, 2017 at the St. Clair County Building, Belleville, Illinois.

The following Commissioners answered present to roll call: Richard Sauget, James Nations, Daniel Polites, Charles Lee, Richard Effinger, and Thomas Dinges. Luther Jackson was absent.

Also present for the meeting, or for a portion thereof, were the following: Debra Moore, County Administrator; Tim Cantwell, MidAmerica St. Louis Airport Director; Tom Knapp, Sheriff's Department; Fred Boch, County Board Member; Randy Pierce, Fairview Heights Tribune; Casey Bischel, Belleville News-Democrat; Dan Trapp, MidAmerica St. Louis Airport Engineering and Planning Director; Sue Schmidt, Financial Analyst; James Brede, Director of Buildings; Attorney Bernard Ysursa; and Vickie Boydte, Secretary.

Minutes of the August 17, 2017 Regular Monthly Meeting were reviewed. Commissioner Lee moved that the Regular Monthly Meeting Minutes, dated August 17, 2017 be approved as provided. Second by Commissioner Effinger and carried.

Under Treasurer and Finance, Commissioner Polites, Treasurer, reviewed the Regular Expense Claims Report with Payroll Ledger Report for September 29, 2017, and moved to approve payment of bills. Second by Commissioner Lee. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Absent
Commissioner Lee	: Aye

Commissioner Polites : Aye
Commissioner Effinger : Aye
Commissioner Dinges : Aye
Commissioner Sauget : Aye
AYES: 6 ABSENT: 1 NAYS: None

Motion carried.

Commissioner Polites reviewed the Airport Expense Claims Report, dated September 29, 2017, and moved to approve payment of bills. Second by Commissioner Lee. Roll call as follows:

Commissioner Nations : Aye
Commissioner Jackson : Absent
Commissioner Lee : Aye
Commissioner Polites : Aye
Commissioner Effinger : Aye
Commissioner Dinges : Aye
Commissioner Sauget : Aye
AYES: 6 ABSENT: 1 NAYS: None

Motion carried.

Commissioner Polites reviewed the **Monthly Budget Analysis Report for September 2017**, and asked that it be placed on file, stating that the 2017 Budget is in line with the projected percentage of 75.0% expenditures.

Commissioner Polites reviewed the **Trial Balance Report for August 2017**, and asked that it be placed on file. The Secretary has a copy available for review in the Public Building Commission Office.

Under New Business, it was agreed upon to discuss Executive Session Minutes provided in the packets in the Executive Session and will be voted upon afterwards.

Under Operations, James Brede, Director of Buildings, presented the lease with the State's Attorney, which would need to be approved contingent upon Brendan Kelley's signature. Director Brede added it is on the agenda for the upcoming County Board Meeting. Director Brede asked for approval for the Public Building Commission to sign lease once it is approved

by County Board. Commissioner Polites moved to approve the Lease with the St. Clair County State's Attorney Office. Chairman Sauget added this is to be signed later. Second by Commissioner Dinges. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Absent
Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 6	ABSENT: 1
NAYS: None	

Motion carried.

Under Airport Operations, Tim Cantwell, MidAmerica St. Louis Airport Director, presented an overview of activities, in which the Thunderbirds came over to fuel. Director Cantwell added by the middle of next year all of Allegiant will be Airbus A319 and A320s along with newer models, which will be more efficient with anywhere from 177 to 188 seats in each. Commissioner Nations inquired to the status on ramps. Director Cantwell stated they are good now on ramps with the passenger boarding ramp repairs and found some repairs that needed to be done from historical times. Director Cantwell stated the other ramps were older and all hydraulic and now they are all electric. Director Cantwell added the Phoenix-Mesa route starts on the November 17th. Director Cantwell stated the period of August to August is above 80% and as of September there were 87,000 enplanements, \$1.6 million in gas, and of that, \$300,000.00 was in military contract fuel and will be over \$2 million by end of year. Director Cantwell reviewed a comparison of 2016 to 2015; in 2015, it was at 32.5% and went up to 79,988, currently at 87,000, so already 8,000 ahead of last year. Director Cantwell stated if he added all of last year's normal quarter, it is above Springfield and Rockford and tripled since 2015. Commissioner Nations inquired as to the insight of the Northern Illinois communities and their year-to-date. Director Cantwell added MidAmerica is ahead of them year over year. In

June, MidAmerica became the 222nd most populate and Rockford was 223rd, which is nationwide out of 550 commercial airports. Commissioner Polites inquired as to where this is coming from, such as additional travel, etc. Director Cantwell stated it is an enhancement with a lot of first-time travelers and is increasing in frequency because of the value and more destinations. Commissioner Nations added Allegiant is serving the vacation traveler and doing it economically, along with doing it on equipment that has improved dramatically. Director Cantwell reviewed the dynamics of the Bloomington market. Director Cantwell added there should be a 70% increase in the end. Commissioner Polites pointed out how low Decatur is on the list. Director Cantwell added Decatur is a Central Air Service City and honored by the FAA to get support for ticket prices with only going to medium and large hubs. Director Cantwell added there are 12/14 destinations at St. Louis Lambert International Airport that are fed by emergency air service.

Director Cantwell presented approval for extension of current contract with Pro-Tec Services, which does wildlife airfield inspections, security, and TSA requirements that have to be augmented by the airport staff. Director Cantwell stated he asked Pro-Tec Services if the contract can be aligned with the budget year to start on January 1st and to use the same rates. Director Cantwell added this will be extended at same rates until the end of the year. Commissioner Nations moved for Approval of Extension of the Pro-Tec Service Agreement for the last 3 months of 2017 at the same defined rates and the same defined services. Second by Commissioner Polites. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Absent
Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye

AYES: 6 ABSENT: 1 NAYS: None

Motion carried.

Director Cantwell presented Item 3, approval of sourcing for materials of which half is a resale product and the other half needed the approval for the rates we use as dispersement for safety and airfield maintenance. Director Cantwell added bids were put out for liquid runway deicer and solid runway deicer, which are items used for maintenance on the runway, taxiway services, and parking services. Director Cantwell added Type 1 and Type 4 deicing fluid are types of fluids that deice wings and aerodynamic platforms of airplanes and is resold as a commodity. Director Cantwell stated 3 companies came back with bids. Director Cantwell requested approval of agreement with Schoenberg Salt in Oceanside, New York, to supply liquid and solid runway deicer, and Cryotech Deicing Technology for Type 1 and Type 4 Aircraft Deicing Fluid. Commissioner Polites made motion for approval. Commissioner Nations added with permission at the defined lowest responsible bidder prices, which are included in the contract proposal. Second by Commissioner Effinger. Director Cantwell added it is not uncommon to receive from two different sources, as they are different products with one company. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Absent
Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 6 ABSENT: 1	NAYS: None

Motion carried.

Director Cantwell stated after the last meeting he sent out a study of a Paid Parking System that was previously approved by the Commissioners and it was to review options for the implementation of a Parking and Revenue Control System. Director Cantwell added there were

three options that were advised upon in which one option was a system with a cashier booth and automated payoff machines in a terminal that was 100% gated. Director Cantwell stated another option was 100% gated with central cashier automated payoff machines in the terminal and central cashier terminal located in the terminal building to assist patrons that are not familiar with on-foot machines. Director Cantwell added the last option was a proposed 100% gated park system with no cashier, automated pay on-foot machines in a terminal, and a cashier terminal could be located in a parking management area office to handle transactions and staffed by dedicated cashiers. Director Cantwell stated a number of scenarios were gone through with the risks/rewards, what the geometric formation of our current lot would look like, and what is the Expanded Master Plan and applied that to future geometric requirements. Director Cantwell added the proposal that is being asked for today is Option C with pay on-foot and an automated system, which the plan is to provide this system with guidance from the market/consultant to make the parking lot usable and to have it operated by a third-party operator. Director Cantwell stated all of the proceeds would then revert back into a County-controlled account and MidAmerica would just pay the operator for the operations and not for any of the other capital improvements. A general discussion of Option C was held in regards to if there is a way for somebody who cannot go through the technology to pay inside. Director Cantwell added that would be the walk-on-foot and in a kiosk. Director Cantwell stated there is an area that is not built out yet with looking at a future Master Plan according to a higher density of flights. Director Cantwell reviewed the area that is not built out and the need to put 2 inbound lanes, 3 outbound lanes, and geometry changes that are needed to put our rental cars away from the service lot, along with additional modifications. Director Cantwell added the major points are entry and exit, 2 in and 3 out, with schematics on a person in there and then the different automated options. Director Cantwell stated he has a meeting with CMT pending approval at the

Public Building Commission meeting to clean up schedule and to get in April 1st. Director Cantwell reviewed the pay-on-foot with a consultant and/or bidder to state what leverage they would like to have on there with the amount. Director Cantwell added with the schedule coming in November, there will be 6 flights a day with 2400 people in and out, with approximately 20,000 downstairs, including TSA, check in, and Enterprise. A general discussion was held regarding taking a ticket coming in and a walk-up, along with inbound and outbound, and putting cash into a slot in the machine. Director Cantwell stated a chart was sent out that talked about possible revenue/possible not revenues. A general discussion was held regarding a \$5.00 a day fee and the net in the next year of the investment. Director Cantwell stated it all shows positive on the low side in 2019 in which the positive is at least \$725,000.00. Director Cantwell added it is going to be about \$70,000.00 to do maintenance, which is only a forecast because it is not known if the parking lot has to be built out. A general discussion was held on having a year to look at the demand and will come to the PBC in December with normal rates and establish the charges. Commissioner Nations stated when charging for parking starts, there may be some reduction in parking by people using drop-off more and free parking could easily extend the usability of the parking facility. Commissioner Nations inquired in addition to the maintenance, if there is not an operator charge that will come out. Director Cantwell stated that the numbers he is showing are net charges, but that will be negotiated, and any one of the variables could spike. Commissioner Nations stated what is being asked today is to validate the study and to proceed with recognition that it is a desire to create a parking charge and a system to effectively manage this, along with retaining the consultant, and proceed to bring back a proposal to the Commission for the pricing and the final design. Director Cantwell added there will be a number of things brought to the Commission. Director Cantwell reviewed Page 3 and the asked for approval of activity and not to exceed \$850,000.00 implementing the PARCS (Parking and

Revenue Control) system, including getting certified and verified to start. Commissioner Nations stated Director Cantwell is asking for acceptance of scope of services, Exhibit A. Director Cantwell added the consultant will come back at every step for the right approval process where you see advertised PARCS operator and parking lot infrastructure bid, and those bids will be brought back to the Commission. Director Cantwell stated after those bids are approved, then to be implemented into the timeline to get to a completion date of April 1st. A general discussion was held in regards to having 3 or 4 pay machines inside and also the surge times. Chairman Sauget added this is revenue to the typical airport. Director Cantwell stated the industry standard for a typical airport usually garners 30% of their revenue from parking and MidAmerica has not pursued that option. Chairman Sauget added St. Louis Lambert Airport is about 35% of their revenue with charging between \$21 and \$24 a day. Commissioner Nations moved that the Commission accept the results of the Professional Parking Study and affirm the plan to begin the initiation of parking charges at the Passenger Terminal Parking Lot as early in the fiscal year in 2018 as possible, approve \$118,570.00 proposal to CMT for professional services to complete Phase 2 through 4 for the implementation of the parking proposal, which is defined as PARCS and limit the total project to a not-to-exceed price of \$850,000.00, and lastly, adopt the Exhibit A Scope of Services for MidAmerica Airport as provided by the consultant.

Second by Commissioner Polites. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Absent
Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 6 ABSENT: 1	NAYS: None

Motion carried.

Chairman Sauget requested to enter Executive Session to review minutes and matter of

real estate as defined by council. Commissioner Polites moved to enter into Executive Session.

Second by Commissioner Nations. Motion carried.

The Doors closed 10:40 a.m.

The Regular Meeting reconvened at 10:50 a.m.

Commissioner Nations moved to approve the release of the Executive Session Minutes as outlined on the attachment that was provided. Second by Commissioner Polites. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Absent
Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 6	ABSENT: 1
NAYS: None	

Motion carried.

Commissioner Nations moved to authorize counsel to implement a legal process that secures the mineral rights on the 400 plus or minus acres of property adjacent to the Scott Air Force Base, loosely defined as the NGA proposal. Second by Commissioner Polites. Roll call as follows:

Commissioner Nations	: Aye
Commissioner Jackson	: Absent
Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 6	ABSENT: 1
NAYS: None	

Motion carried.

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

Meeting adjourned at 10:55 a.m.

Respectfully submitted,

Vickie Boydte

Vickie Boydte
Secretary

APPROVED:

Ruby A. Sargent
CHAIRMAN