

**MINUTES OF THE MONTHLY MEETING OF THE
PUBLIC BUILDING COMMISSION OF ST. CLAIR
COUNTY, ILLINOIS, HELD ON THURSDAY
NOVEMBER 19, 2020 AT 9:59 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 Vice-Chairman Daniel Polites at 9:59 a.m., on Thursday, November 19, 2020 at the St. Clair County Building, Belleville, Illinois.

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

Also present for the meeting, or for a portion thereof, were the following: Bryan Johnson, MidAmerica St. Louis Airport Director; James Brede, Director of Buildings; Bill Reichert, Architectural & Planning Advisor; Sue Schmidt; St. Clair County Financial Analyst; Monica Taylor, St. Clair County Financial Analyst; Traci Firestone, Secretary; and Kelly Dudley, Assistant Secretary. Dan Trapp, MidAmerica St. Louis Engineering and Planning Director; Tom Knapp, Sheriff's Department; and Attorney Bernie Ysursa; answered present via telephone conference.

Vice-Chairman Polites introduced and welcomed the newest Commissioner, Edmond Brown.

Minutes of the October 15, 2020 Regular Monthly Meeting were reviewed. Commissioner Effinger moved that the Regular Monthly Meeting Minutes, dated October 15, 2020 be approved as provided. Second by Commissioner Lee and carried.

Under Treasurer and Finance, Commissioner Dinges, Treasurer, reviewed the Regular Expense Claims Report with Payroll Ledger Report for November 30, 2020 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	:	Absent
Commissioner Beach	:	Aye
Commissioner Brown	:	Aye
AYES: 6 ABSENT: 1		NAYS: None

Motion carried.

Commissioner Dinges reviewed the Airport Expense Claims Report, dated November 30, 2020 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	:	Absent
Commissioner Beach	:	Aye
Commissioner Brown	:	Aye
AYES: 6 ABSENT: 1		NAYS: None

Motion carried.

Commissioner Dinges reviewed the Monthly Budget Analysis Report for November 2020 and asked that it be placed on file, stating that the 2020 Budget is in line with the projected percentage of 91.7% expenditures except for Economic Development, which is at 100% due to major capital improvements.

Commissioner Dinges reviewed the Trial Balance Report for October 2020 and stated it is available, when requested, in the Public Building Commission Office.

Commissioner Dinges stated the Finance Committee of the Public Building Commission reviewed the final draft of the proposed 2021 Budget and the total 2021 Budget is \$33,881,918.00. Commissioner Dinges added the proposed budget's operating cost, including Special Projects, is 133.6% higher than the 2020 Budget with the Special Projects increased

291.4% over 2020 and the total 2021 Budget without Contingencies is higher than the 2020 Budget. Commissioner Dinges moved to adopt the Public Building Commission's Operating Budget of 2021 as a flexible budget. Vice-Chairman Polites stated there was a substantial jump in the budget, but there is a Jail modification for Mental Health at \$50,000.00, remodeling the PBC Office for security purposes at a half a million dollars, Courthouse construction for security reasons of \$4 million and that's an addition. Vice-Chairman Polites added IMPACT is doing some work now so that it will be secured before the cold weather sets in, so there is a savings of time and money on that expense. Vice-Chairman Polites stated the Parking Garage has a Code Blue System at \$150,00.00 and right now, the Airport will be loaned \$9 million, and waiting on State funding that has been approved for \$7 million, but those monies have not been received yet. Vice-Chairman Polites added the last item is a new multi-purpose facility at the new bank building for \$750,000.00, which PBC is in the middle of buying a bank building off West Main right next to the Secretary of State's Office that will be used for COVID purposes and election purposes. Second by Commissioner Lee. Roll call as follows:

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

Motion carried.

Under Operations, James Brede, Director of Buildings, presented for approval is a sign package for the multi-level garage across the street, as there has been a repair project there, and the whole building has been repainted. Director Brede added the signs had to be taken off and will be upgrading them to a new system, which ASI, our sign company used currently, gave us a bid for \$55,727.52, and will replace 134 signs over there. Commissioner Effinger 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	: Absent
Commissioner Beach	: Aye
Commissioner Brown	: Aye
AYES: 6 ABSENT: 1 NAYS: None	

Motion carried.

Vice-Chairman Polites stated the approval of real estate purchase has been moved to Executive Session.

Bryan Johnson, MidAmerica St. Louis Airport Director, presented a PowerPoint presentation regarding the Airport Budget for 2021 with an increase in expenditures due to many projects related to the FAA and State with outstanding expenditures and looking to recover some revenues from, along with Boeing and having to upfront some of their project expenditures and recover that in the lease agreement. Director Johnson stated it is good for the Airport because those expenditures can be recaptured within the first year of the lease. Director Johnson added some notable projects for 2021 are the Phase 2 – Terminal Modification and was approved by the PBC Board a couple of years ago, and will get started around the first of the year with the actual construction, also, Phase 2 is doubling the size and lots of steel will get put in place, as well as other improvements related to that particular Phase 2. Director Johnson stated later this year, Phase 3 will get started with modifications to the design. Director Johnson added the Master Plan update has been in play for a couple of years now and almost to the finish line, as the engineering team has been working with CMT to finish and MidAmerica is almost ready to submit that to the FAA and IDA. Director Johnson stated Future Aviation Development with multiple pieces are coming together for this particular development area, both airside and landside. Director Johnson added the Airfield Sign Upgrades are just standard certification

requirements. Director Johnson stated ARFF stands for Aircraft Rescue Fire Fighting and it is a fire truck designed for aircraft rescue and the 2 trucks they currently have were purchased in 1997 and are well past their useful life. Director Johnson added as part of their airport certification it is required that they have that type of apparatus and if they did not have airport certification, there would not be air carriers, cargo, operations of military or otherwise. Director Johnson stated this is important, not just for the airport, but for the community, Scott Air Force Base. Director Johnson stated the Physical Access Control System is also known as their security system and it needs to be replaced, as the technology has advanced and requirements have changed, and it is 9 years old. Director Johnson added Tree Removal – Phase 1, there is a forested area and the trees are becoming obstructions, as they are growing at the opposite ends of the runway, which is the driver behind this. Director Johnson stated the Entry Sign for the Airport date back quite a while and with the other improvements they are making, it is time to look at some new monument signs and he will be sharing the concepts to see what would best represent the Airport. Director Johnson added the Parking Lot Improvements relates to some rates and charges. Director Johnson stated the big factors for the 2021 Budget are they are an airport and do not close their doors and operate 365/7/24, but the coronavirus pandemic has been a factor and is a factor in everyone's lives. Director Johnson added it impacts, not only revenues, but also internal operations. Director Johnson stated they are bringing in a finance person, so they can look at how they operate their business, but there are also opportunities, which is exciting. Director Johnson added the Future Aviation Development is a big deal when that comes to fruition, and on the air service side of the house, when there is a downturn in the economy, you look for opportunities. Director Johnson stated this will also help fill in the parking lot, concessions, car rentals, etc., and will help with the bottom-line revenue. Commissioner Dinges moved to approve the 2021 Budget. Second by Commissioner Lee. Roll

call as follows:

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

Motion carried.

Director Johnson presented the rates and charges for the Airport, which the Airport has 2 silos of revenue streams, one from ground leases and one from rates and charges. Director Johnson stated the rates and charges by themselves are really driven by cost recovery. Director Johnson added rates and charges were originally established at the Airport in 2004 and from time-to-time they have been updated, which the last update was 2019. Director Johnson stated a few minor rates and charges have been added, but most of that is relevant to the Airport's business. Director Johnson added he almost feels like he has a consulting firm at the Airport, and they have put together a summary and the biggest change that is a good marker is the parking dollar amount, which is going from the \$5.00 daily rate to an \$8.00 daily rate. Director Johnson stated there are 2 reasons for that and the first one is you must look at your market, which the parking company did a market assessment of some of the surrounding airports, including STL. Director Johnson added the \$5.00 daily rate was low compared to competing airports in Springfield and up to the Quad Cities. Director Johnson stated the other reason is finances, since they have seen an uptick in expenditures, which needs to be accounted for, and do that through parking. Director Johnson added it is user-fee based. Director Johnson stated from time-to-time he will walk the parking lot and it is really big, so if he will pay \$5 at the very corner of the parking lot and \$5 for 30 yards away, it is a big difference. Director Johnson added then you look at a premium market, as well as an economy market, so the idea is to move to

\$8.00 for everything for now, and then this year it will be separated out, and then come back with an economy rate of \$5.00, which will account for some of the distant parking lots. Director Johnson stated at the end of the day, this will enhance the Airport as a whole, and give the customers more options as far as parking. Vice-Chairman Polites inquired to how much the increase will net in profit in the next year. Director Johnson added the current revenues are a little over \$1 million right now and it will push it up to about \$2.5 million. Director Johnson stated at the end of the day, these assets are really important and to help move the Airport forward. Commissioner Brown inquired to the reason for doing the economic change at a later date and not doing it right away. Director Johnson stated the reason behind that is with the history of the parking lot and how it is operating now, so when the parking lot started 2 or 3 years ago, it was a very small parking lot, and as the Airport and enplanements grow, MidAmerica is having to expand the parking lot. Director Johnson added they are going from about 1200 parking stalls up to 2000, so MidAmerica needs that additional revenue to build up. Director Johnson stated they need to do some infrastructure changes and set up some defined queuing lines, so that is the idea behind it. Vice-Chairman Polites stated within that parking, there is a 60-minute free drop-off and pick-up for your relatives and friends. Director Johnson added the first hour is free and then it is \$5.00 for the first 6 hours before it goes to \$8.00. Commissioner Lee moved to approve. Second by Commissioner Effinger. Roll call as follows:

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

Motion carried.

Director Johnson presented Transportation Improvement Program, TIP for short, which is

the formal programming device that is submitted to the FAA, as well as the IDA (Illinois Division of Aeronautics). Director Johnson stated it is a programming tool and it lays out specific projects for the Airport and identifies the funding mechanisms for the project. Director Johnson added when we need an ARFF truck, it is programmed and then you can see where the funding will come from. Director Johnson stated the new ARFF truck is about \$1.2 million, so 90% of that is going to come down from the FAA, then you can see the State portion, and local portion. Director Johnson added this is the standard in the industry, not just in Illinois, but every state has this similar program, and it includes forecasting, planning, and some of the projects that will come out of the Master Plan will get programmed into the TIP program. Director Johnson stated there are some variances that come into play, for example, the terminal building has some parts eligible and some are ineligible. Director Johnson added almost all of the time, you are easily going to hit 90%, if not more, and MidAmerica is not done asking for money from the State. Director Johnson stated they are looking for every grant and every opportunity to make sure they can pull it into the TIP Program. Commissioner Effinger inquired if the report is detailed enough that they would fund from the report that is being sent in. Director Johnson stated it is close and they will take those numbers and incorporate them in, which it all goes to the Chicago Airport District's Office, and they will use the actual numbers. Director Johnson added if there is going to be work done in the next few years, those numbers are really solid, but the out years are close, but not exact. Commissioner Lee stated in the past the Air Force did the firefighting for crash and rescue and inquired if they are still involved with that. Director Johnson stated the Joint Use Agreement defines the role of the firefighting, so the U.S. Air Force has a firefighting unit and we work together, so if there is an issue on MidAmerica's side of the airfield, they will help respond. Director Johnson added since everything is on MidAmerica's side of the airfield, any kind of military stuff, they are automatically involved, as well as

MidAmerica's staff. Director Johnson stated while MidAmerica is independent, they have their own obligations, and different lines of authority and responsibility, but there is no co-mingling, so MidAmerica cannot leverage Scott Air Force Base to provide MidAmerica service under the DOD. Director Johnson added they recently completed the Tri-Annual ARFF exercise, so every 3 years they have to do a live fire drill, not just with Scott Air Force Base, but the surrounding agencies, such as O'Fallon, Mascoutah, etc. Director Johnson stated because of the coronavirus, MidAmerica was able to work with the FAA and taper that back to a smaller exercise, so normally there would be a lot of volunteers, put a lot of paint on their face, put them in the fields like they are victims and recover them. Director Johnson added in this case, they just did some mustering at the Airport, went through the exercise, and completed that. Commissioner Effinger moved to approve the MidAmerica St. Louis Airport FY2022-2026 TIPs submitted to the Illinois Division of Aeronautics. Second by Commissioner Lee. Roll call as follows:

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

Motion carried.

Director Johnson stated number 4 is a lease agreement – amendment and was originally established with Boeing in April of 2019. Director Johnson added from time-to-time they have antennas, trailers, other apparatus, and different types of equipment that they need to test their different aircraft. Director Johnson stated the T7 will come over from time-to-time and they will use testing equipment to track it to do other things with the aircraft as it flies by. Director Johnson added this is an amendment for an extension to push out the term to 2023 and you can see the monthly rent amount, which is for about 21,000 square feet and some change, along with

some of the apparatus. Commissioner Effinger moved to approve the extension of the lease agreement for \$21,483.00 through February 28, 2023. Second by Commissioner Brown. Roll call as follows:

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

Motion carried.

Director Johnson presented Landside Engineering – Consultant Selection for Future Aviation Development and this is a regular process that all airports go through. Director Johnson stated anytime there is a sizable project, there is a statement of qualifications, put together a committee or team to go through them, and then make a selection. Director Johnson added this is some of the detail, got together in the last month or so, reviewed all the proposals. Director Johnson inquired to Dan Trapp how many were received for the landside engineering? Mr. Trapp stated there were 7. Director Johnson added sometimes they receive more and sometimes it is less, depending on what it is. Director Johnson stated this is the landside piece and have gone through this process for the airside and that project is underway. Director Johnson added through the selection committee, Horner and Shifrin were identified as the most qualified firm to provide those type of services, and financing for this is programmed into 2021. Commissioner Beach moved to approve the consulting agreement with Horner and Shifrin, Inc., to provide Landside Design Services for Future Aviation Development and authorize the Airport Director to negotiate terms. Commissioner Beach stated Vice-Chairman Polites and himself served on an ad-hoc subcommittee to review all of them with the director and the engineering staff and they concur that Horner and Shifrin is the leading candidate, along with a diverse subcontracting.

Second by Commissioner Dinges. Roll call as follows:

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

Motion carried.

Director Johnson stated the last item is an update, they are working on the airside with Crawford, Murphy & Tilly, and they have offices in St. Louis, which they are in the middle of negotiating, and they are getting close. Director Johnson added the not-to-exceed number is \$2.2 million and that is what they are aiming for. Director Johnson stated he will be bringing back a formal agreement in December, but they are still negotiating out the details. Director Johnson added it is not him sitting down with a pen and paper and calculator going through the details, but it is very scientific and there is a lot of effort that is put into this. Director Johnson stated there is an independent fee review and analysis that are done by other outside engineering firms to validate that the costs are for the type of services being performed are what they should be relative to market conditions. Vice-Chairman Polites stated he and Commissioner Dinges met with Director Johnson and Sue Schmidt yesterday and the baton has been seamlessly passed from Colonel Cantwell to Bryan Johnson and Sue quoted "They have a truly airport expert leading MidAmerica Airport," so Director Johnson cannot be thanked enough, and the Airport is in great hands.

Vice-Chairman Polites requested to enter Executive Session for Real Estate. Commissioner Effinger moved to adjourn and enter into Executive Session for the purpose of Real Estate. Second by Commissioner Lee. Motion carried.

The Doors closed 10:35 a.m.

The Regular Meeting reconvened at 10:42 a.m.

Vice-Chairman Polites inquired if there is a motion to enter into a purchase with Nester Realty for an abandoned building to be owned by the Public Building Commission for a price of \$80,420.00 and have the contract executed by Council as we proceed, and also approval for Director Brede to attend the closing with the authority to close on this purchase. Commissioner Lee moved to approve. Second by Commissioner Dinges. Roll call as follows:

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

Motion carried.

Commissioner Effinger inquired if there must be an approval for expenditures. Director Brede stated to vote on Attorney Ysursa making a resolution for an emergency declaration. Vice-Chairman Polites added it is to vote for Council Ysursa to make a resolution under the Emergency Act of the Governor of the State of Illinois for this purchase. Vice-Chairman Polites made a motion to approve. Second by Commissioner Effinger. Roll call as follows:

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

Motion carried.

Commissioner Effinger inquired if there must be an approval to spend money for the electric. Director Brede stated it is not needed, as those are procedures the Governor is waiving that must be followed, but the Board is going to make a resolution allowing that to happen.

Director Brede inquired to Attorney Ysursa if there is anything else. Attorney Ysursa stated there is not and it is just a matter of making sure it is all put together right and is not anything unusual that has not been done before.

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

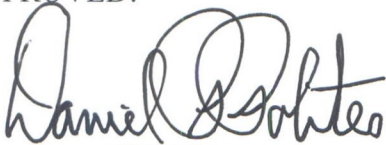
Meeting adjourned at 10:50 a.m.

Respectfully submitted,



Traci Firestone
Secretary

APPROVED:



CHAIRMAN