

**MINUTES OF THE MONTHLY MEETING OF THE
PUBLIC BUILDING COMMISSION OF ST. CLAIR
COUNTY, ILLINOIS, HELD ON THURSDAY
SEPTEMBER 17, 2020 AT 10:03 A.M. AT THE
ST. CLAIR COUNTY ANNEX 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 10:03 a.m., on Thursday, September 17, 2020 at the St. Clair County Annex Building, Belleville, Illinois.

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

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

Chairman Sauget requested a moment of silence for Mr. Nations. Chairman Sauget inquired if any of the Board members would like to make any comments regarding Mr. Nations. Commissioner Polites stated he has had the privilege to serve on the Commission since 1995 with Mr. Nations and considered him a good friend, along with he was a terrific mentor, solid businessman, and public servant. Commissioner Polites added that you could always discuss things with Mr. Nations, and you may not always agree, although most of the time they did agree. Commissioner Polites stated ironically the last vote they had last month, they voted against each other, which was rare. Commissioner Polites added he had a great way of handling

politics without politics and he did what was right and fair, and he will cherish his memory and friendship forever. Commissioner Polites stated he is sure he shares the sympathy of the Commission and Staff and surprised at his sudden passing. Commissioner Polites added he is sure Mr. Nations went straight to heaven and God bless him. Commissioner Effinger stated Commissioner Polites said it all for everyone. James Brede, Director of Buildings, added Mr. Nations was a good public servant. Attorney Ysursa stated he had the good fortune of being on this Board for 40 years or more and Mr. Nations has been there most of the time. Attorney Ysursa added he remembers when Jim Brede, the elder, was on the Board, and he would lean over to him and say, "Is there anything that that guy does not know". Attorney Ysursa stated he would say, "Absolutely not". Attorney Ysursa added Mr. Nations is a true renaissance man and knows everything about everything and he has always done a great job. Attorney Ysursa stated he echoes Commissioner Polites' comments about his selfless work and integrity. Chairman Sauget stated he was on the Board with him for 36 years and cannot get over how diligent he was in preparing for meetings, the hard work he put into making sure that whatever they were voting on was thoroughly understood and he was without a doubt doing his very best for the County and for all of the buildings they have dealt with, along with the Airport. Chairman Sauget added he is a real pillar in his work ethic. Commissioner Polites stated he will be missed. Bryan Johnson, MidAmerica St. Louis Airport Director, stated he wanted to speak on behalf of the Airport staff, and they were all taken aback by Mr. Nations passing and wanted to express appreciation to Mr. Nations and his family and condolences, as well, for the years of service. Director Johnson added he had a brief time with him, and he is grateful for what he did impart to him. Director Brede stated on behalf of his staff, everyone was taken aback on Mr. Nations passing, as he has been a great mentor and since he has been appointed as director 8 years ago, Mr. Nations had been there with him and called every month asking if he could do anything or if he can help with

anything, and he has been there for the office staff and through transitions. Director Brede added when COVID started this year, Mr. Nations would call weekly and ask what was going on and if there was anything the Board could do. Director Brede stated he will leave a vacuum here, especially for the daily staff, as he was always willing to help, and he will be sorely missed.

Chairman Sauget stated he spoke with Commissioner Polites about the position of Co-Chair for the PBC and would also have him on the Airport Committee. Commissioner Polites stated he is honored and privileged to serve and he will do his best to follow in Mr. Nations' footsteps. Chairman Sauget inquired if anyone would like to volunteer for the Treasurer position or it could be kept until the next meeting or two. Commissioner Polites stated the only concern is the signatures on the checking account. Chairman Sauget stated they can leave Commissioner Polites on as Treasurer, as of right now, and then a determination will be made by next meeting.

Tom Knapp stated Mr. Nations was always a friend to the Sheriff's Department. Randy Pierce added that Mr. Nations mentored him in public service and local government way back in the 1970s when he was an alderman in Fairview Heights.

Minutes of the August 20, 2020 Regular Monthly Meeting were reviewed. Commissioner Polites moved that the Regular Monthly Meeting Minutes, dated August 20, 2020 be approved as provided. Second by Commissioner Dinges and carried.

Under Treasurer and Finance, Commissioner Polites, Treasurer, reviewed the Regular Expense Claims Report with Payroll Ledger Report for September 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	: Aye
AYES: 5	ABSENT: 0
	NAYS: None

Motion carried.

Commissioner Polites reviewed the Airport Expense Claims Report, dated September 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	: Aye
AYES: 5	ABSENT: 0
NAYS: None	

Motion carried.

Commissioner Polites reviewed the Monthly Budget Analysis Report for September 2020, and asked that it be placed on file, stating that the 2020 Budget is in line with the projected percentage of 75.0% expenditures except for Economic Development, which is at 99% due to major capital improvements.

Commissioner Polites reviewed the Trial Balance Report for August 2020 and it can be available when requested in the Public Building Commission Office.

Attorney Ysursa stated he kept the Executive Session Minutes confidentially with suggestions as to which ones could not have been removed and Mr. Nations was the one to take the lead on this. Attorney Ysursa inquired if any of the other Board members want to release any additional Executive Session Minutes. Attorney Ysursa stated the only issue they have had with releasing the minutes is that the minutes had something in there that should stay confidential because there was a litigation or personnel matter, but there were other parts of it that could be released. Attorney Ysursa added the policy of the Commission was not to do it piecemeal, so as there was something in the minutes that should not be released or still should be confidential, none of the minutes from that session would be released, but this policy can be changed. Attorney Ysursa stated you could release some and redact the other part. Chairman Sauget inquired what is Attorney Ysursa's recommendation. Attorney Ysursa stated he sent a letter to

everybody that he recommended not to release some and then recommended you could redact and release some. Attorney Ysursa added with being taken aback by Mr. Nations passing to table it and look at it again, so everybody has a chance to decide what they really want to do with releasing the minutes. Attorney Ysursa stated there are not very many to release anyway. Commissioner Effinger inquired if this could be put off one month. Attorney Ysursa stated releasing the minutes has been done for years, so everything has pretty well been released so the public knows we comply with the Open Meetings and the full disclosure type of thing. Attorney Ysursa added he would suggest tabling it for one month and revisit it. Commissioner Polites made motion to approve. Second by Commission Effinger. Motion carried.

Director Brede stated he has 4 items on the agenda, but he would like to take items 3 and 4 off and table for next month's meeting. Director Brede added the first is Approval of AT&T Contract Extension and this is a 2-year agreement with AT&T. Director Brede stated there is no price increase and it will stay the same. Commissioner Effinger moved for approval of the AT&T Contract for 24 months. Second by Commissioner Dinges. Roll call as follows:

Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 5 ABSENT: 0 NAYS: None	

Motion carried.

Director Brede stated number 2 on the list is Approval of IMPACT Change Order 18, which is the contract to build out CareHere. Director Brede added the contract came in less than what was signed for and there is a savings of \$66,968.00. Commissioner Effinger moved to approve the Change Order 18 IMPACT Strategies reduced by \$66,968.00 for a total price of \$312,216.00. Second by Commission Polites. Roll call as follows:

Commissioner Lee	: Aye
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Commissioner Polites : Aye
Commissioner Effinger : Aye
Commissioner Dinges : Aye
Commissioner Sauget : Aye
AYES: 5 ABSENT: 0 NAYS: None

Motion carried.

Director Johnson stated he has 5 things listed and needs to pull the JPALS Lease Agreement. Director Johnson added there are still details to be worked out with that agreement and he expects to have that to the Board next month. Director Johnson stated for Terminal Improvements – Phase 2, he is so thrilled to be able to share the good news with getting the funding in place, which it is a big deal not only for this Airport, but the history of the Airport being as young as it is and looking across the river at STL being 100 years old, it is exciting to know that the FAA supports their efforts as a community to continue to grow the terminal building and the services provided to the community. Director Johnson added the financing is there and the total project cost for this Phase 2 is \$13 million and some change, almost \$10 million of that is coming from the FAA, and the balance will come through the Capital Replacement Fund. Director Johnson stated the one thing he does not have on there that is yet to be determined is they are also working on State funds, so that is likely to be a player at some point in the future. Commissioner Effinger inquired if that would reduce funds on our end. Director Johnson stated the State funds would reduce some of the funds that have been obligated out of the Capital Replacement Fund. Commissioner Polites stated this is good work and exciting. Commissioner Polites moved to approve the Phase 2 Construction at \$13,111,149.00 with \$9,882,454.00 in funding from the aforementioned FAA grants and the remaining \$3,228,695.00 funded through the SCC Capital Replacement Fund. Second by Commissioner Effinger. Roll call as follows:

Commissioner Lee : Aye
Commissioner Polites : Aye

Commissioner Effinger : Aye
Commissioner Dinges : Aye
Commissioner Sauget : Aye
AYES: 5 ABSENT: 0 NAYS: None

Motion carried.

Director Johnson stated item 2 is for the Construction Contract for JPALS, the Joint Precision Approach and Landing System, which this is a system that has been out there for a while. Director Johnson added you typically see it on aircraft carriers, which they are wanting to install it at MidAmerica, so the U.S. Navy and others can practice their approaches, as if it is on a landing carrier. Director Johnson stated in order to do that they have some construction that they need to get done, so this project is directly related to that, as far as prepping the area for the installation of some of the high-tech equipment that will be brought out to the site. Director Johnson added the funding for this will come out of the operating budget and as he is working through the lease agreement, which everyone will see next month, that is where full cost recovery will be captured for the expense of this project. Director Johnson stated the funding is in place through the operating budget and the Board will see the full cost recovery, plus 3% administration, over the next calendar year once that lease is executed. Commissioner Effinger stated there is a pretty big gap between the engineer's estimate and the lowest responsible bidder. Director Johnson stated there are a couple of factors at play with looking at the total cost of the project and they did go through the process of getting those engineering estimates. Director Johnson added some of them were considerably less than the monies that the Airport had budgeted or planned for this project. Director Johnson stated in the next week or so, he will be working with the folks at Boeing to sharpen the project scope and will fine tune it and drive the bid numbers down to meet what they have obligated themselves to. Director Johnson added other factors to this is timing because it needs to get done now, so that is probably one of the biggest drivers, as far as why the costs went up. Director Johnson stated in some ways it is a

good sign because people are busy then, competing for those labor resources, but that caught them by a little bit of surprise in some ways. Director Johnson added they will work with Boeing to get to the right number. Commissioner Effinger moved to approve selection of the lowest responsible bidder, which is IMPACT Strategies for the amount of \$1,018,000.00 for the JPALS project site development with signature from the Chairman. Second by Commissioner Polites. Director Johnson stated what needs to be done is move to approve the selection of the lowest responsive bidder for the JPALS project, as they will drive that number down to what is budgeted. Commissioner Effinger stated with permission of the second, he will move to approve the selection of the lowest responsive bidder. Commissioner Polites agrees with this statement.

Roll call as follows:

Commissioner Lee	:	Aye
Commissioner Polites	:	Aye
Commissioner Effinger	:	Aye
Commissioner Dinges	:	Aye
Commissioner Sauget	:	Aye
AYES: 5	ABSENT: 0	NAYS: None

Motion carried.

Director Johnson stated they are in the process of updating MidAmerica's website, as it has been a very positive experience and is something the Airport staff has been wanting to do for quite some time, and it is long overdue. Director Johnson added the neat thing about what they are undertaking is not only updating the website, but they will have widgets within the website. Director Johnson stated if someone wants to book a trip, you can go onto the website and you are not limited by Allegiant Airlines, but can book a trip anywhere. Director Johnson added the beautiful thing about the widget, as there is value in it, with receiving 3% of all the tickets that are booked through the website. Director Johnson stated the goal here is to watch the numbers over time and look at its generation of revenue, which the revenue initially is intended for the cost recovery part of this project. Director Johnson added it is exciting and the staff is excited

with all of the additional features that can be brought online. Director Johnson stated it is really about the community and it is more than just Eastern Illinois or Southern Illinois, but the whole metropolitan area. Director Johnson added it is going to be a great tool and it will be much more robust, much more engaging, and will be much more helpful to everyone. Commissioner Effinger stated there will probably be an ongoing design to figure out what is needed. Commissioner Effinger inquired if the \$20,000.00 set up is a monthly service fee. Director Johnson stated this to be true and that is why the widget, the booking engine, will be part of the website, as that is the idea to have those 3% transactions paid for. Director Johnson stated websites are incredibly useful tools, especially for airports, and it is not only the service that it brings the traveler, but it also connects the airport with all the tenants, such as Scott Air Force Base, Boeing - St. Clair, North Bay, etc. Commissioner Effinger added that other medias can drive to that, such as Facebook. Director Johnson stated one of the other nice features that will be on this website is translation, as there is Google Translation, so any language in the world, you can tag on the language and it will translate the website for you into that language. Director Johnson added they are also being mindful of ADA, so there are some ADA compliance requirements, as far as the development of the site. Commissioner Effinger moved to approve the professional services agreement between Aviatrix Communications, LLC., at a cost of \$20,000.00 for website design services. Second by Commissioner Polites. Roll call as follows:

Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 5 ABSENT: 0 NAYS: None	

Motion carried.

Director Johnson stated the last item is for the selection of engineering services for the future aviation development project and this topic has been talked about in previous PBC

meetings. Director Johnson added they did go through a formal SOQ/RFP process and 2 of the PBC Board members participated, as well as some Airport staff. Director Johnson stated they identified the most qualified to perform the function in the engineering services field, and therefore, selected CMT and would like to move for approval for the Public Building Commission to execute a consultant agreement with Crawford, Murphy, and Tilly, Inc., to provide planning Airside Design Services for a Future Aviation Development and authorize the Airport Director to negotiate terms. Commissioner Polites made a motion to approve. Second by Commissioner Dinges. Roll call as follows:

Commissioner Lee	: Aye
Commissioner Polites	: Aye
Commissioner Effinger	: Aye
Commissioner Dinges	: Aye
Commissioner Sauget	: Aye
AYES: 5	ABSENT: 0
NAYS:	None

Motion carried.

Director Johnson stated he wanted to provide an airline activity report update, and at the next meeting, he anticipates Voltaire, MidAmerica's Airline Consultant, will be calling in to provide an industry update to the Board. Director Johnson stated as part of his process as Airport Director, the air carrier aspect is very valuable for many reasons. Director Johnson added through the reporting process they can identify some of the areas that are impacting MidAmerica, and certainly, during the coronavirus pandemic, that has been a game-changer to how they operate and the passengers coming through the Airport. Director Johnson stated fundamentally the Airport staff and cleaning staff are doing an exceptional job to provide the safest environment possible for those that do travel through the facilities. Director Johnson added on the first page, it is really important to Allegiant Airlines, as you can see at the top on Page 6, you can see January, February, March, April, May, and June, which the first line is the schedule of the actual monthly flights that come in and out of the Airport. Director Johnson

stated all of them were trending to follow the trend from 2019 and were on par to meet and/or exceed the numbers from 2019. Director Johnson added if you start at the month of April and you follow that down, you can see that is when the coronavirus became apparent and where we felt and where we saw the biggest impact, not just as a community, but regionally and nationally, as it relates to the Airport world. Director Johnson stated this gives you the scheduled flights, which those are the monthly scheduled flights, those are the actual flights flown. Director Johnson added looking at April, you can see that 87 flights were scheduled, but only 5 flew, and that is because of the coronavirus pandemic. Director Johnson stated you can see the impact of the pandemic over the next several months. Director Johnson added percentage flown is just a calculation of the percentage of flights flown, then the load factor, which is where the air carriers typically focus. Director Johnson stated the load factors traditionally have been pre-COVID and they were running somewhere between 85% and 90%, which is very normal. Director Johnson added, obviously, since that time, 50% is more the new norm. Director Johnson stated the good news at MidAmerica St. Louis is the schedule is solid and the numbers came back, the schedules are full, and are filled out for the subsequent months through the end of the year. Director Johnson added they will be watching very closely the enplanements, the passengers getting on, which the enplanement levels are at 50%. Commissioner Effinger inquired if that is the load factor. Director Johnson stated this to be true and that the expectation right now is for the year of 2020, it is likely the enplanements, a paying passenger of one person getting on one airplane leaving MidAmerica, so that is not total boardings, but that is a paying passenger. Director Johnson added MidAmerica is at 152, which was an all-time high for MidAmerica, now this year with about a 30% to 34% drop, it is projected MidAmerica will be somewhere around 102-ish, about the 100,000 mark. Director Johnson stated, again, for the industry there are some Airports that are seeing 40% and 50%, sometimes even larger numbers than that, as they look ahead.

Director Johnson added that relatively speaking, while it is not ideal, considering the circumstances and all the things that this community is facing, we are grateful for it. Commissioner Effinger stated it looks like it is going up in July and August. Director Johnson stated MidAmerica is holding somewhere between 50% and 60% and are anticipating being at that level for the balance of the year. Director Johnson added one good thing about Allegiant Airlines right now is their bookings are exceeding their cancellations, as they are booking about \$2 million a day in tickets, which is very positive, but are burning through about \$1 million a day in cash reserve. Director Johnson stated once we get through the CARES Act, which ends October 1st and those guaranteed funds that were being pushed into the air carriers, once that stops, then there will be more of an understanding of what is going on in the industry. Director Johnson added the last page is historical data that shows some of the trends over time, as it relates to enplanement information, flight schedules, etc. Director Johnson stated he will be sharing more on this next month when Volaire attends the meeting. Commissioner Effinger stated MidAmerica is hanging in there. Director Johnson added they are doing well, and as a community, we are solid and have a great relationship with them. Director Johnson stated Springfield has lost Allegiant flights and they will lose all their flights once October 1 rolls around, unless there is some other agreement, they can work out with them.

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

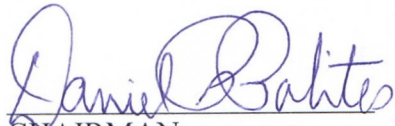
Meeting adjourned at 10:36 a.m.

Respectfully submitted,

Traci Firestone

Traci Firestone
Secretary

APPROVED:


CHAIRMAN