

Public Building Commission Meeting Minutes

November 16, 2023

The Public Building Commission of St. Clair County met in the County Board Conference Room on November 16, 2023. The meeting was called to order by Chairman Richard Sauget at 10:00 a.m.

Members Present:

Richard Sauget, Chairman
Charles Lee
Thomas Dinges
Kevin Bouse
Rick Effinger
Terry Beach

Members Absent:

Edmond Brown

Others Present:

Debra Moore, Director of Administration
James Brede, Director of Buildings
Darren James, Interim Airport Director of MidAmerica St. Louis Airport
Bernard Ysursa, Attorney
Tom Knapp, Sheriff's Department
Traci Firestone, Secretary
William Reichert, Design and Planning Advisor
Monica McMurphy, Financial Analyst
Natalie Birk, Executive Assistant

The Pledge of Allegiance was recited.

There were no Public Comments made or Questions asked at this Meeting.

Upon a motion by Commissioner Effinger and second by Commissioner Dinges and Lee, it was unanimously agreed to Approve the **Regular Monthly Meeting Minutes of October 19, 2023.**

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Upon a motion by Commissioner Dinges and second by Commissioner Lee it was unanimously agreed to Approve the **Regular Expense Claims Report with Payroll Ledger Report of November 30, 2023.**

Upon a motion by Commissioner Dinges and second by Commissioner Lee, it was unanimously agreed to Approve the **Airport Expense Claims Report of November 30, 2023.**

Commissioner Dinges reviewed the **Monthly Budget Analysis Report for November 2023** and stated the 2023 Budget is in line with the projected percentage of 91.7% expenditures.

Commissioner Dinges reviewed the **Trial Balance Report for October 2023** and it can be available when requested in the Public Building Commission Office.

Commissioner Dinges reviewed the **2024 Flexible Annual Budget and 5 Year Plan.** Upon a motion by Commissioner Dinges and second by Commissioner Lee, it was unanimously agreed to Approve the **2024 PBC Flexible Annual Budget and the 5 Year Plan.** The total **2024 Flexible Budget** is \$32,925,055.00.

PBC Operations

Upon a motion by Commissioner Effinger and second by Commissioner Bouse, it was unanimously agreed to Approve the Jail Fire Alarm Replacement with JF Electric, at a cost of \$1,456,666.00.

Fairground Operations:

Nothing to present at this time.

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Airport Operations:

Upon a motion by Commissioner Beach and second by Commissioner Effinger, it was unanimously agreed to Approve the **2024 Airport Budget**.

Upon a motion by Commissioner Effinger and second by Commissioner Bouse, it was unanimously agreed to Approve the MidAmerica St. Louis Airport **2024 Rates & Charges**.

Upon a motion by Commissioner Bouse and second by Commissioner Dinges, it was unanimously agreed to Approve the 3-year Service Agreement with Schindler Elevator Corp at a price of \$49,200.00 and two additional 1-year options at the Airport Director's Discretion.

Upon a motion by Commissioner Effinger and second by Commissioner Lee, it was unanimously agreed to Approve the FY2025-2029 Transportation Improvement Program for submittal to IDA.

Upon a motion by Commissioner Bouse and second by Commissioner Effinger, it was unanimously agreed to Approve the Change Order # 7 to Taxiway Lima and Taxiway Lima Bridge Project, with Plocher Construction for a cost not-to-exceed \$185,266.16.

Upon a motion by Commissioner Bouse and second by Commissioner Effinger, it was unanimously agreed to Approve the Supplemental Agreement 4 to Right of Entry No. 1/AMC/ROE/Scott-10-002 and authorize the Airport Director to execute the agreement.

Upon a motion by Commissioner Bouse and second by Commissioner Effinger, it was unanimously agreed to Approve the 8.25% rate increase to the Foley Building Maintenance hourly cleaning rate and outer building cleaning flat rate, and a 10% overhead charge for carpet cleaning contract oversight.

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For updates on Enplanements and Terminal Expansion, please see the attached documents.

Commissioner Beach requested to move to Executive Session to review real estate, potential litigation, and personnel. Second by Commissioner Dinges. Motion carried.

The Open session closed at 10:28 a.m.

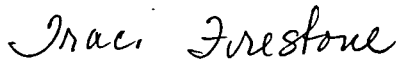
The Regular Meeting reconvened at 11:22 a.m.

Bernie recommends that the board make a motion to authorize Mr. Brede and his employees or agents to begin the process of acquisition of certain real estate in the name of the Public Building Commission as part of our continuing responsibilities in managing and operating the Fairgrounds. This acquisition is necessary for site control. So moved by Effinger and second by Bouse/Dinges.

With there being no further business to come before the Public Building Commission, Commissioner Effinger moved to adjournment. Second by Commissioner Bouse and carried.

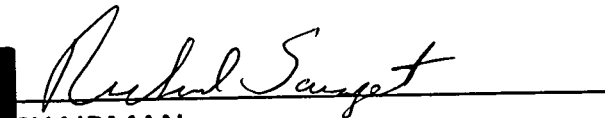
Meeting adjourned at 11:31 a.m.

Respectfully submitted,



Traci Firestone, Secretary

APPROVED:



CHAIRMAN



Public Building Commission
St. Clair County, Illinois
November 16, 2023

Darren V. James | Interim Airport Director





Airport Budget 2024

MidAmerica St. Louis Airport Budget

2024

Payroll-Full time	1,531,827
Payroll-Part time	58,917
Overtime	4,260
Office expense	55,901
Permits	4,700
IT Parts & Supplies	102,200
Contractual personnel	1,914,321
Other contractual	1,844,141
Advertising & marketing	293,000
Maintenance contracts	289,069
Repair & Maintenance	2,031,830
Utilities	437,697
Operating budget	8,567,863

Debt service	327,611
Major capital purchases-Building improvements	180,000
Major capital purchases-Office	5,000
Major capital purchases-IT	300,000
Major capital purchases-Equipment	912,883
Major capital purchases-Airport special projects	4,410,606
Capital budget	6,136,100

Total MidAmerica Airport Budget 14,703,963

Summary

Salary and Wages	1,531,827
Part-time	58,917
Overtime	4,260
Total Personnel Expenses	1,595,004
Non-Personnel Expenses	13,108,959
Total MidAmerica Airport Budget	14,703,963

(Decrease) in annual operating budget (1,702,485)

Non-budget items (Not included in budget totals)

Resale fuel budget	7,115,866
Grant funded projects reimbursements-Budgeted in Capital Replacement	18,661,418
Major capital purchases-Infrastructure-Third-party projects	230,330
Major capital purchases-Infrastructure/expansion (Cares funding)	3,900,000
	29,907,614
(Decrease) in fuel budget	(2,381,703)

Airport Rates & Charges 2024

Fee changes include the following:

- Aircraft Deicing Services – Material price increase (cost recovery)
 - Negotiated with Allegiant (\$1/gal increase for Type IV)
- US Customs and Border Protection – Establish Federal Inspection Service Fee at \$5 per passenger

3. Elevator and Escalator Service Maintenance

The Airport issued an Invitation to Bid for Elevator and Escalator Service and Maintenance for various buildings at MidAmerica St. Louis Airport. The scope of the work includes inspection and service of the Passenger Terminal elevators and escalators and the Boeing Facility elevator including the annual state inspection for all. The proposed contract is for three years with an option for two additional one-year extensions. Two bids received were Kone, Inc. for \$71,020.00 per year and Schindler Elevator Corp. for \$49,200.00 per year.

Financial Impact: Project is budgeted in the Airport Operating Budget with some services reimbursed by Airport Tenants.

Motion: “Move to authorize the Chairman to approve a 3-year service agreement with Schindler Elevator Corp. at a price of \$49,200.00 per year, and two 1-year options at the Airport Director’s discretion.”

5. Taxiway Lima – Change Order #7

In February 2022, the PBC approved a \$37,513,287.00 construction contract for the Taxiway Lima and Taxiway Lima Bridge project. Several items have presented themselves which were outside of the original scope of the project. The work to be completed as part of this change order includes addition of two signs to meet a FAA recommendation, several maintenance and drainage improvements, and the addition of a swing gate for maintenance access. These items will result in a change of \$185,266.16, or 0.49% to the contract, which results in an overall cost increase of \$900,589.24, or 2.40% to the original contract.

Financial Impact: Project is 100% funded by state grants administered through IDOT and DCEO, and TIF funding.

Motion: “Move to approve and authorize the Chairman to execute Change Order #7 to Taxiway Lima and Taxiway Lima Bridge project with Plocher Construction Co. at a cost Not-to-Exceed \$185,266.16.”

7. Foley Building Maintenance LLC Rate Increase

Foley Building Maintenance LLC provides janitorial services for MidAmerica St. Louis Airport as part of the County contract. MidAmerica St. Louis Airport has not provided a rate adjustment to the Foley Building Maintenance contract since 2016. Moving forward, the intent is to match the rate adjustment the County provides for the cleaning contract. For CY2024, the County rate adjustment is planned to be 4.4%. Due to the lack of previous adjustments, MidAmerica St. Louis Airport requests an 8.25% rate adjustment in CY2024, and will plan to match future County adjustments. Additionally, Foley will begin carpet cleaning contractor oversight for Millicare at an overhead rate of 10%.

Financial Impact: Rate increase and overhead is included in the CY2024 Airport Budget.

Motion: “Move to authorize the Chairman to approve an 8.25% rate increase to the Foley hourly cleaning rate and outer building cleaning flat rate, and 10% overhead charge for carpet cleaning contract oversight.”

Top Illinois Airports (per enplanements - Aug 2022 - Jul 2023)

Locid	City	Airport Name	S/L	Hub	2022 Rank	State Rank DOT (Aug 2022 - Jul 2023)	Enp DOT (Aug 2022 - Jul 2023)	Allegiant Total Passengers (Aug 2022 - Jul 2023)	Rank DOT (Aug 2022 - Jul 2023)
ORD	Chicago	Chicago O'Hare International	P	L	4	1	28,748,000	0	4
MDW	Chicago	Chicago Midway International	P	L	30	2	10,197,000	?	29
PIA	Peoria	General Downing - Peoria International	P	N	166	3	300,000	297,000	163
MLI	Moline	Quad Cities International	P	N	171	4	263,000	130,000	173
BMI	Bloomington/Normal	Central IL Regional Airport at Bloomington	P	N	189	5	165,000	68,210	189
BLV	Belleville	Scott AFB/Midamerica St Louis	P	N	192	6	152,000	303,000	195
RFD	Rockford	Chicago/Rockford International	P	N	214	7	118,000	235,000	209
CMI	Champaign/Urbana	University of Illinois-Willard	P	N	257	9	67,000	0	251
SPI	Springfield	Abraham Lincoln Capital	P	N	250	8	59,000	47,130	258
DEC	Decatur	Decatur Airport	CS	-	407	10	11,000	0	372
MWA	Marion/Herrin	Veterans Airport of Southern Illinois	CS	-	397	11	8,964	0	390
UIN	Quincy	Quincy Regional-Baldwin Field	CS	-	477	12	3,812	0	456



Terminal Expansion/Renovation 2023

