

Public Building Commission Meeting Minutes

November 21, 2024

The Public Building Commission of St. Clair County met in the County Board Conference Room on November 21, 2024. The meeting was called to order by Chairman Richard Sauget at 10:00 a.m.

Members Present:

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

Members Absent:

Edmond Brown
Charles Lee

Others Present:

Debra Moore, Director of Administration
James Brede, Director of Buildings
Darren James, 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
Randy Pierce, The Tribune
Alexis Cortis, Belleville News Democrat

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, it was unanimously agreed to Approve the **Regular Monthly Meeting Minutes of October 17, 2024.**

Upon a motion by Commissioner Dinges and second by Commissioner Effinger, it was unanimously agreed to Approve the **Regular Expense Claims Report with Payroll Ledger Report of November 29, 2024.**

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Upon a motion by Commissioner Dinges and second by Commissioner Effinger, it was unanimously agreed to Approve the **Airport Expense Claims Report of November 29, 2024.**

Commissioner Dinges reviewed the **Monthly Budget Analysis Report for November 2024** and stated the 2024 Budget is in line with the projected percentage of 91.7% expenditures.

Commissioner Dinges reviewed the **Trial Balance Report for October 2024** and it can be available when requested in the Public Building Commission Office.

Commissioner Dinges reviewed the **2025 Flexible Annual Budget and 5 Year Plan.** Upon a motion by Commissioner Dinges and seconded by Commissioner Effinger, it was unanimously agreed to Approve the **2025 PBC Flexible Annual Budget and the 5 Year Plan.** The total **2025 Flexible Budget** is \$43,957,600.00.

PBC Operations

Upon a motion by Commissioner Effinger and seconded by Commissioner Bouse, it was unanimously agreed to Approve the Janitorial Contract with Foley Building Maintenance, LLC. at a cost of \$1,789,538.64. Motion carried.

Upon a motion by Commissioner Effinger and seconded by Commissioner Bouse, it was unanimously agreed to Approve the New Animal Services Facility Construction Contract with Wright Construction at a cost of \$8,828,000.00. Motion carried.

Fairground Operations:

Upon a motion by Commissioner Effinger and seconded by Commissioner Bouse, it was unanimously agreed to Approve the Boiler Proposal with Behrmann Company at a cost of \$233,510.00. Motion carried.

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Upon a motion by Commissioner Effinger and seconded by Commissioner Bouse, it was unanimously agreed to Approve Multiple Contracts (listed below) for Expo Center Construction

Spirtas Worldwide – Bldg. Demolition/Earthwork/Storm Sewer	\$ 368,880.00
RCS Construction – Concrete	\$ 964,750.00
St. Louis Prestress – Precast Hollowcore	\$ 89,044.00
Toenjes Masonry – Masonry	\$1,220,000.00
Martin Steel – Structural Steel	\$ 343,000.00
Joiner Sheet Metal & Roofing – Roofing/Sheet Metal/Metal Wall Panels	\$ 284,500.00
All American Painting – Resinous Flooring	\$ 91,996.00
All American Painting – Painting	\$ 85,212.00
Litteken Plumbing – Plumbing/Site Sanitary/Site Water	\$1,333,500.00
Baer Heating and Cooling – HVAC	\$1,953,000.00
O’Fallon Electric – Electrical	\$1,115,321.00
Holland Construction Services – Manage Project	\$2,019,766.00

At a total cost of \$9,868,969.00. Motion carried.

Airport Operations:

Upon a motion by Commissioner Bouse and seconded by Commissioner Dinges, it was unanimously agreed to Approve the **2025 Airport Budget**.

Upon a motion by Commissioner Effinger and seconded by Commissioner Beach, it was unanimously agreed to Approve the MidAmerica St. Louis Airport **2025 Rates & Charges**.

Upon a motion by Commissioner Bouse and seconded by Commissioner Dinges, it was unanimously agreed to Approve the Professional Services Agreement with WSP, Inc. for the MetroLink Pedestrian Walkway Planning Study at a cost not-to-exceed \$96,912.00 and authorize the Chairman to execute the agreement when appropriate. Motion carried.

Upon a motion by Commissioner Bouse and seconded by Commissioner Effinger, it was unanimously agreed to Approve the Lease Agreement with Boeing and authorize the Chairman to execute the lease when appropriate. Motion carried.

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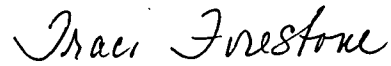
Upon a motion by Commissioner Beach and seconded by Commissioner Effinger, it was unanimously agreed to Approve the Lease Agreement with the Department of Central Management Services and authorize the Chairman to sign the Intergovernmental Agreement when appropriate. Motion carried.

For updates on Enplanements, Terminal Financial Report, and Terminal Modification/Renovation, please see the attached documents.

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

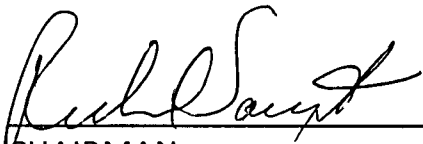
Meeting adjourned at 11:04 a.m.

Respectfully submitted,



Traci Firestone, Secretary

APPROVED:



CHAIRMAN



Public Building Commission
St. Clair County, Illinois
November 21, 2024

Darren V. James | Airport Director





1. FY2025 Airport Budget

The budget shows projections of the expected financial operation over the next year in accordance with the St. Clair County financial plan.

The local economy, workforce issues, and inflation will continue to influence airport projected expenses and revenues. Allegiant anticipates stronger performance in 2025 with an increase in the number of flights at BLV. The increased capacity through 2025 will continue to contribute to concession and parking revenues. Boeing St. Clair, Boeing Production Facility, North Bay Produce, and North American Helicopter will continue to have a positive impact on the local economy. The Airport anticipates future aviation development to occur that will facilitate additional economic growth. The Airport Operating Budget includes notable capital projects. They include the General Aviation Facility and Federal Inspection Station, Apron expansion, and future aviation development.

Financial Impact: The FY2025 Airport Operating Budget includes airport revenue and expenditures to be considered for adoption by the PBC.

Motion: PBC adopt the FY2025 Airport Operating Budget discussed with Chairman Kern and staff.

Airport Budget 2025

Notable 2025 Airport Projects

- Terminal Modifications – Phase 4A (Federal Inspection Station)
- Terminal Apron Expansion – Phase 1 and 2
- Tree Obstruction Removal – Environmental Assessment Ongoing
- MetroLink Pedestrian Walkway – Planning Study



MidAmerica St. Louis Airport Budget

2025

Payroll-Full time	\$	1,586,543
Payroll-Part time		58,917
Overtime		4,260
Office expense		73,500
Permits		5,250
IT Parts & Supplies		74,095
Contractual personnel		2,001,309
Other contractual		2,046,583
Advertising & marketing		320,000
Maintenance contracts		379,434
Repair & Maintenance		2,066,565
Utilities		453,106
Operating budget	\$	9,069,562

Debt service	3,125,841
Major capital purchases Building Improvements	455,800
Major capital purchases-office	20,000
Major capital purchases-IT	200,000
Major capital purchases-Equipment	101,000
Major capital purchases - Airport Special Projects	1,416,306
Capital budget	\$ 5,318,947

Total MidAmerica Airport Budget \$ 14,388,509

Summary

Salaries and Wages	1,586,543
Part-time	58,917
Overtime	4,260
Total Personnel Expenses	1,649,720
Non-Personnel Expenses	12,738,789
Total MidAmerica Airport Budget	\$ 14,388,509

(Decrease) in annual operating budget \$ (315,453)

Non-budgeted Items (Not included in budget totals)

Resale fuel budget	5,361,629
Major capital purchases-Infrastructure - FAA projects	20,292,780
Major capital purchases-Infrastructure /expansion (CARES funding)	3,900,000

\$ 29,554,409

(Decrease) in fuel budget (1,754,237)

Note: Enterprise Fund - Subject to change based on the needs of the Airport & special funding.



2. FY2025 Airport Rates and Charges

There are certain basic principles and goals that govern how airports establish rates and charges. These are:

- Financial self-sufficiency - Airport rates and charges are established in a manner to help generate revenues from tenants and users that help the airport offset its operations, maintenance, and capital expenses;
- Compliance - There are many local laws and regulations and federal policies and grant obligations that airports must meet;
- Partnership - Airport owners operate and provide a safe, secure, and efficient airport and commercial tenants (leaseholders) provide important aeronautical services to the public.

Airport rates and charges can apply to a wide range of airport activities, including both aeronautical and non-aeronautical. Airport Rates and Charges are reviewed and updated annually to reflect changes in economic conditions (business cycles) and market demand.

Financial Impact: Revenue generated from the Airport Rates and Charges are used to operate and maintain MidAmerica St. Louis Airport along with funding multiple capital projects. The Airport Rates and Charges established by MidAmerica St. Louis Airport are consistent with the guidelines set forth by the FAA.

Motion: Authorize and adopt MidAmerica St. Louis Airport's Rates and Charges Schedule for FY2025.



3. MetroLink Walkway Planning Study – WSP, Inc.

There is presently a project under construction to extend MetroLink light rail to a new station at MidAmerica St. Louis Airport. The new station will be located approximately 800 feet from the front door of the passenger terminal and will be on the opposite side of Airport Blvd.

Since safe pedestrian access from the new MetroLink station to the passenger terminal is essential for employees and passengers who will use the light rail, the airport has been considering options. The airport has been coordinating with WSP on options and a more in-depth planning study to use in selecting an alignment, defining design and construction, and researching potential federal, local and state grant opportunities. WSP prepared a scope and fee as well as several covered canopy options for consideration. The proposed contract is a Cost-Plus Fixed Fee contract with a total cost not to exceed \$96,912.

Financial Impact: This project is included in the Airport budget.

Legal: Agreement will be reviewed and approved by PBC legal counsel prior to execution.

Motion: Approve a Professional Services Agreement with WSP, Inc. for the MetroLink Pedestrian Walkway Planning Study at a Cost Not-to-Exceed \$96,912 and authorize the Chairman to execute the agreement when appropriate.



4. Lease Agreement – Boeing Cargo Apron (MQ-25)

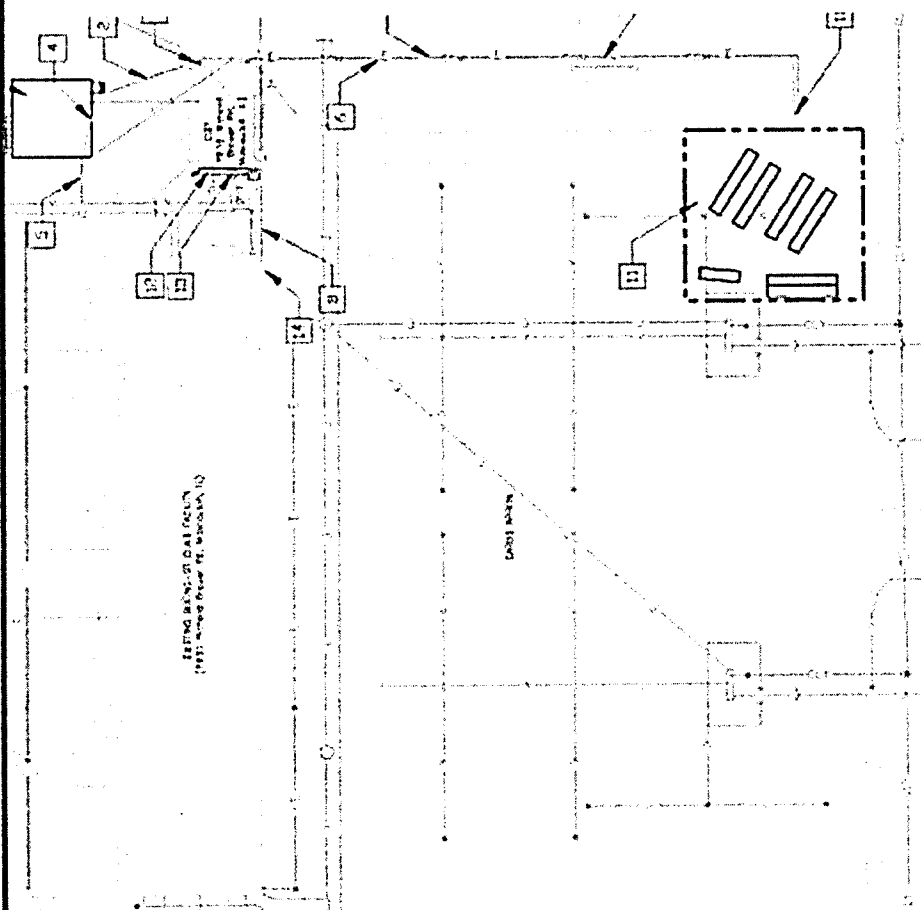
Boeing is coordinating with BLV for the lease of additional space for temporary facilities both on the Airside and Landside on and/or near the Cargo Apron. As a part of this lease, BLV will be coordinating for the rental of certain facilities and the tenant will be providing others.

On September 22, 2024, the Airport issued an Invitation to Bid for the Cargo Apron Temporary Facilities Sitework project (Solicitation No 2024-28.02), and the PBC approved the lowest responsive bidder at the October 2024 meeting. Additionally, at the October 2024 meeting a Purchasing Cooperative was approved for rental of a trailer complex under Omnia contract #R210503. The leased space will consist of approximately 0.56 acres (24,328 SF at \$1.75 per SF/yr.) Landside and approximately 0.42 acres (18,225 SF at \$0.40 per SF/yr.) Airside and will house temporary facilities on and/or near the Cargo Apron including a 5-trailer complex on the Landside, and 6 trailers on the Airside.

Financial Impact: No cost to the Airport. All revenue will reimburse improvement costs and offset Airport Operational Costs.

Legal: Agreement will be reviewed and approved by PBC legal counsel prior to execution.

Motion: Approve the Lease Agreement with Boeing and authorize the Chairman to execute the lease when appropriate.





Lease Costs
MidAmerica St. Louis Airport
Cargo Apron Boeing MQ-25



Improvements Summary		
Item	Total Cost	Monthly Cost 10/1/25 - 12/31/26
Trailer Delivery and Installation	\$ 163,874.00	\$ -
Trailer Return Charge	\$ 12,754.00	\$ -
Mobilization	\$ 120,050.00	\$ -
Water Connection to Landside	\$ 22,100.00	\$ -
Sewer Connection to Landside	\$ 14,900.00	\$ -
Electric Service to Landside	\$ 71,950.00	\$ -
Electric Service to Airside	\$ 242,565.00	\$ -
Communications Conduit for Cabling by Others	\$ 9,350.00	\$ -
Sidewalk	\$ 24,130.00	\$ -
Int318 Turnstile (Owner Provided)	\$ 44,925.00	\$ -
Access Control System for Turnstile	\$ 44,090.00	\$ -
Video Surveillance System for Turnstile	\$ 6,550.00	\$ -
Demolition and Restoration	\$ 52,975.00	\$ -
Administrative Fee (15%)	\$ 124,531.95	\$ -
Total One Time Tenant Improvement Cost	\$ 954,744.95	\$ -
Rental Trailers		\$ 14,601.00
Administrative Fee (15%)		\$ 2,190.15
Monthly Lease (Rental Trailers Only)		16,791.15

Land Rents Summary				
Item	Area (SF)	Cost / SF / Year	Cost / Year	Monthly Cost 10/1/25 - 12/31/26
Landside	24,328	\$ 1.75	\$ 42,574.00	\$ 3,547.83
Airside	18,225	\$ 0.40	\$ 7,290.00	\$ 607.50
Total Office Land Rents (per month)				\$ 4,155.33

Improvements Plus Land Rents Summary		
Total Monthly Lease - Improvements Plus Land		20,946.48



5. Intergovernmental Agreement – IL State Police Hangar

The Illinois State Police has operated from the MidAmerica St. Louis Airport owned hangar since December 1, 2004. The leased space consists of approximately 3,500 rentable square feet of hangar and office type space located on the Golf Apron. The original Lease Agreement commenced on January 1, 2004 and had the initial term through November 30, 2014 with a renewal for for five (5) years ending on November 30, 2019. The first renewal included one additional renewal period (December 1, 2019 through November 30, 2024).

The lease agreement includes the following terms:

Period

12/01/2024 thru 11/30/2029

Monthly Rent

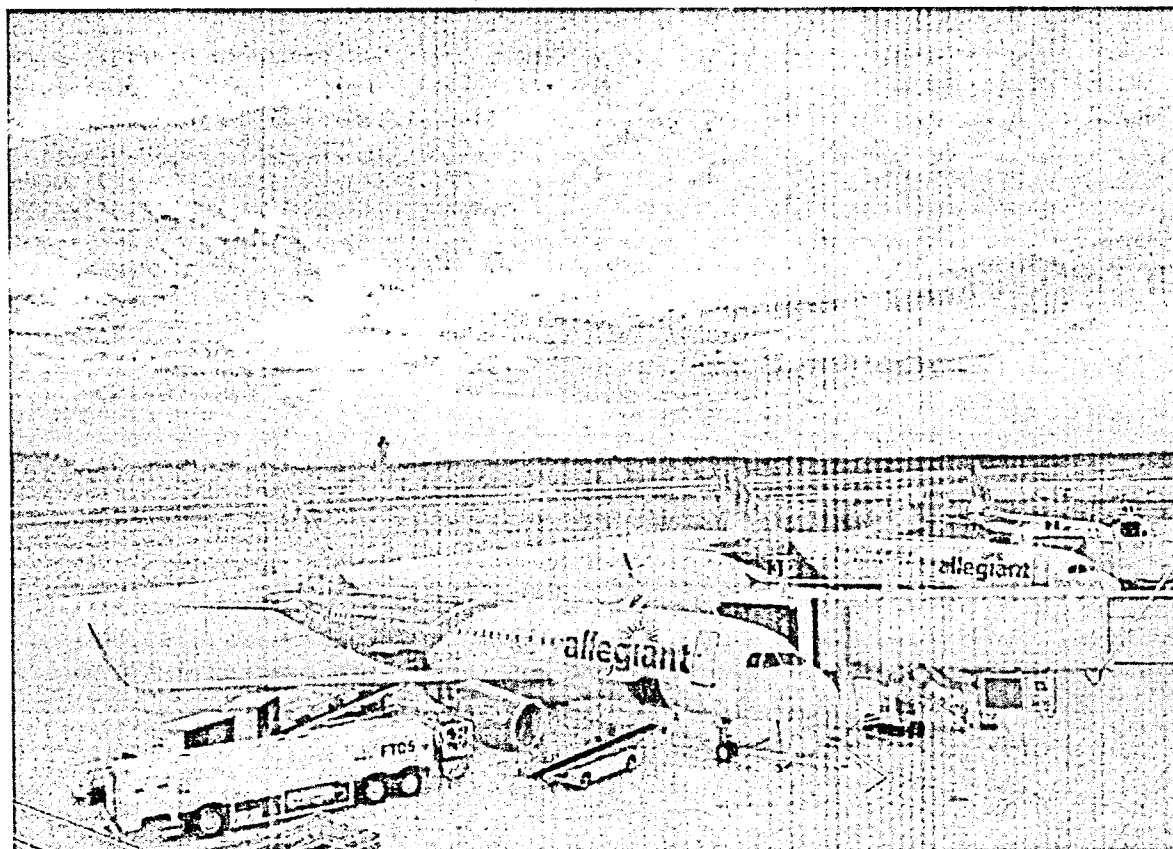
\$5.72 currently
(under negotiation)

Financial Impact: No cost to the Airport. All revenue will offset Airport Operational Costs.

Legal: Agreement will be reviewed and approved by PBC legal counsel prior to execution.

Motion: Approve the Lease Agreement with the Department of Central Management Services and authorize the Chairman to sign the Intergovernmental Agreement when appropriate.

Airport Update





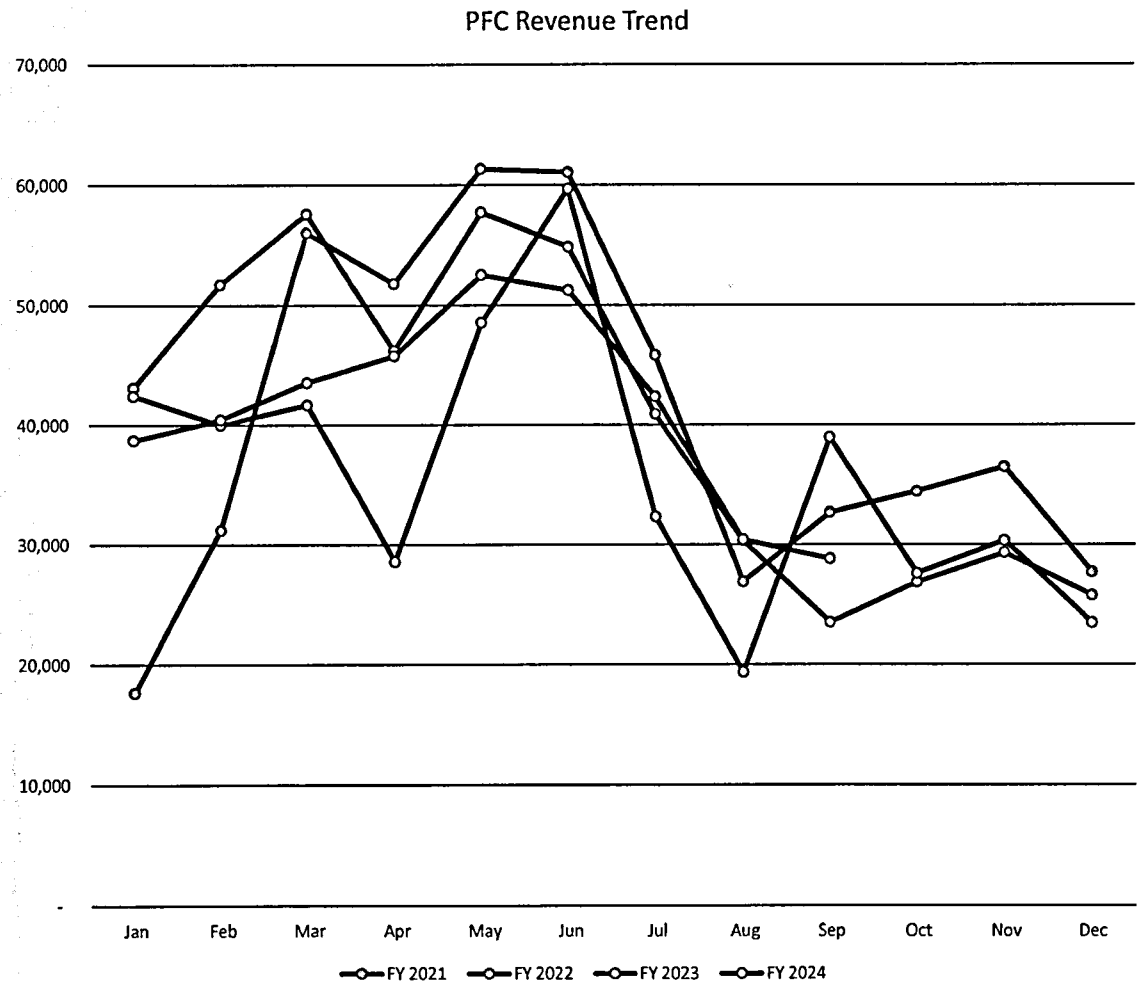
Top Illinois Airports (per enplanements - August 2023 - July 2024)

Locid	City	Airport Name	S/L	Hub	2022 Rank	State Rank DOT (August 2023 - July 2024)	Enp DOT (August 2023 - July 2024)	Allegiant Total Passengers (August 2023 - July 2024)
ORD	Chicago	Chicago O'Hare International	P	L	4	1	30,469,240	1,563
MDW	Chicago	Chicago Midway International	P	L	30	2	10,250,261	135,560
PIA	Peoria	General Downing - Peoria International	P	N	166	3	328,629	310,325
MLI	Moline	Quad Cities International	P	N	171	4	305,187	133,968
BMI	Bloomington/Normal	Central Il Regional Airport at Bloomington	P	N	189	5	163,483	69,059
BLV	Belleville	Scott AFB/MidAmerica St Louis	P	N	192	6	147,552	294,418
RFD	Rockford	Chicago/Rockford International	P	N	214	7	125,384	246,985
CMH	Champaign/Urbana	University of Illinois-Willard	P	N	257	8	78,057	304
SPI	Springfield	Abraham Lincoln Capital	P	N	250	9	50,131	32,847
MWA	Marion/Herrin	Veterans Airport of Southern Illinois	CS	-	397	10	12,756	734
DEC	Decatur	Decatur Airport	CS	-	407	11	11,810	0
UIN	Quincy	Quincy Regional-Baldwin Field	CS	-	477	12	4,405	0

Passenger Facility Charge (PFC)

Note: The current PFC is \$3.00 per revenue passenger

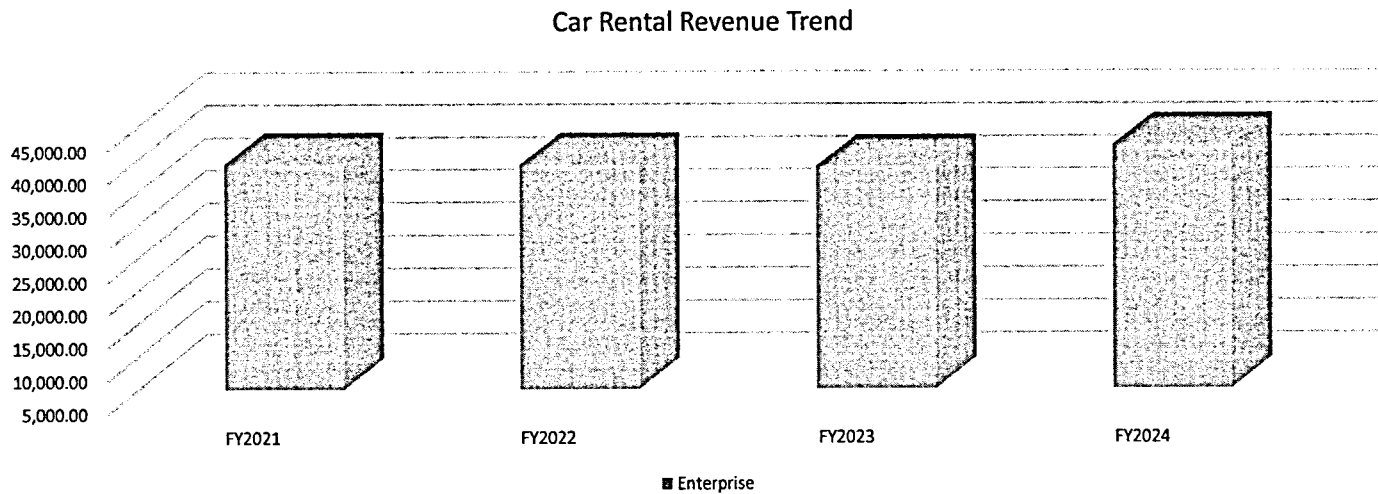
	PFC
FY2021	\$482,957
FY2022	\$487,757
FY2023	\$432,792
FY2024 (YTD Sep.)	\$373,798



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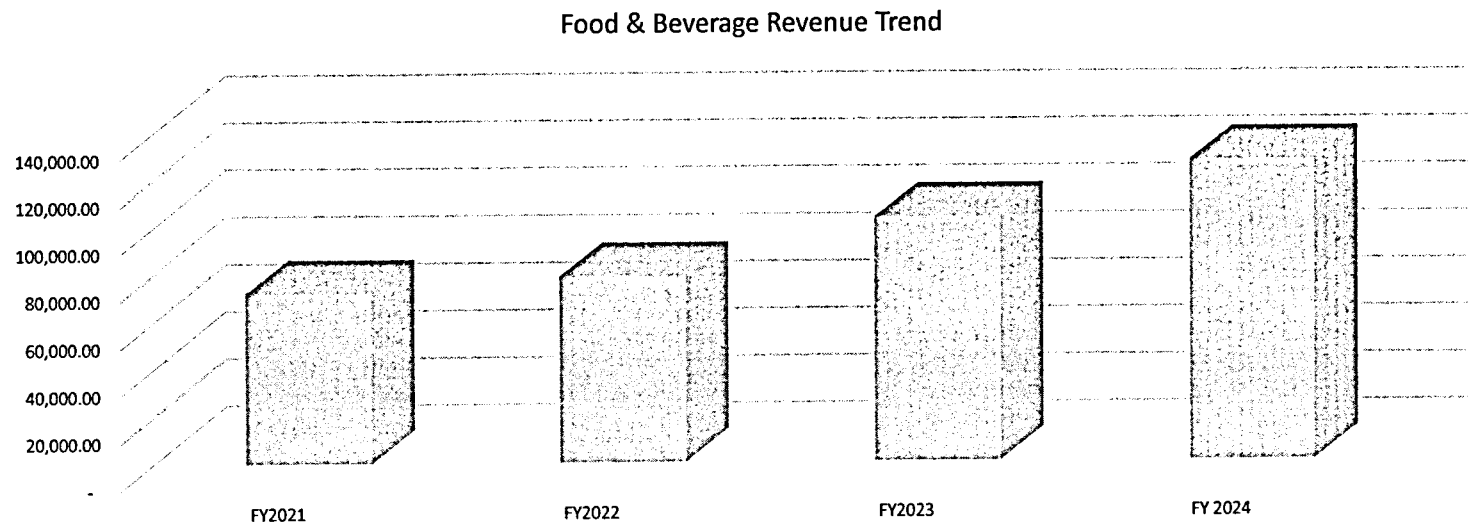
Car Rental Revenue – Enterprise (CFC)

	FY 2021	FY 2022	FY 2023	FY 2024 (MTD October)
Enterprise	\$39,354	\$39,236	\$38,873	\$42,113



Note: All CFC revenue is restricted for car rental capital improvements (625 ILCS 5/6-305) (from Ch. 95 1/2, par. 6-305) Sec. 6-305

	FY 2021	FY2022	FY2023	FY2024 (M10 October)
Food & Beverage Concessionaire Revenue	\$72,128	*\$78,804	\$103,241	\$126,890



Note: Roy-el agreement expired as of 10/31/2022. A new concession agreement with Tailwind became effective as of Nov. 1, 2022 with \$100,000 minimum annual guarantee ("MAG").

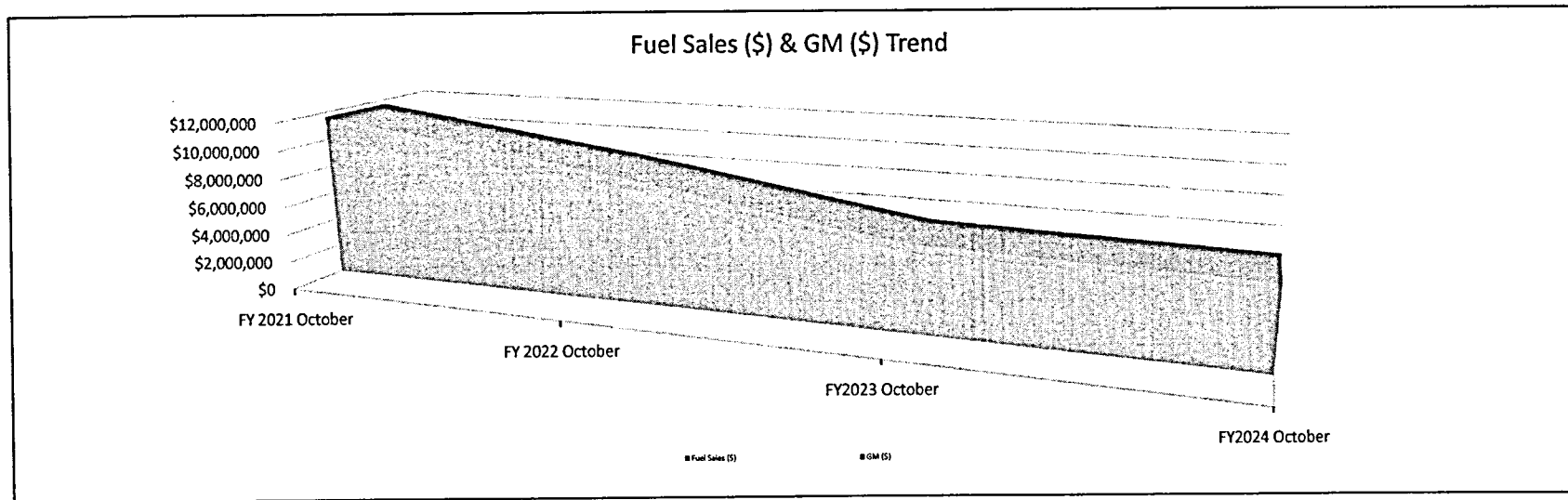
Fuel Sales

	FY2021 (MTD Oct)	FY2022 (MTD Oct)	FY2023 (MTD Oct)	FY2024 (MTD October)
Fuel Volume (Gallons)	3,504,287	2,039,170	1,543,456	1,568,508
Fuel Sales (\$) (A)	\$9,763,463	\$8,306,797	\$5,263,091	\$5,034,895
Fuel Cost (B)	\$7,856,703	\$7,614,550	\$4,709,080	\$4,637,820
GM (\$) (A-B)	\$1,906,760	\$692,246	\$554,012	\$397,075
GM (%)	20%	8%	11%	8%

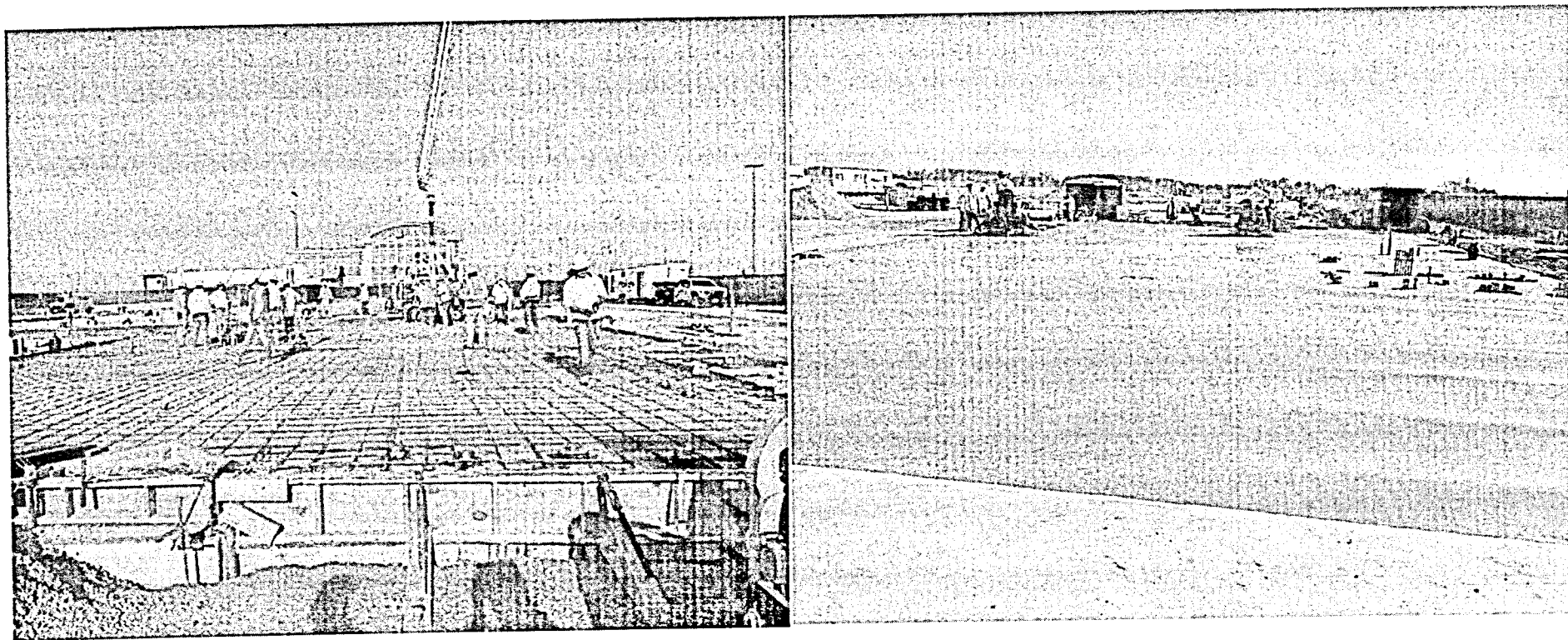
FY2021: Boeing F15 training program launched in March 2021 and ended in the end of 2021.

Fuel Sales (\$) & Fuel Gross Margin (\$) – Historical Trend

	FY 2021 (MTD Oct-1)	FY 2022 (MTD Oct-1)	FY 2023 (MTD Oct-1)	FY 2024 (MTD October)
Fuel Sales (\$)	\$9,763,463	\$8,306,797	\$5,263,091	\$5,034,895
GM (\$)	\$1,906,760	\$692,246	\$554,012	\$397,075



Terminal Modification





Thank You.

***BLV**