

Public Building Commission Meeting Minutes

August 21, 2025

The Public Building Commission of St. Clair County met at 19 Public Square, Belleville, Illinois 62220 on August 21, 2025. The meeting was called to order by Chairman Richard Sauget at 10:00 a.m.

Members Present:

Richard Sauget, Chairman
Richard Effinger
Thomas Dinges
Terry Beach
Edmond Brown
Kevin Bouse
Donna Richter

Members Absent:

Others Present:

Debra Moore, County Administrator
James Brede, Director of Buildings
Darren James, MidAmerica St. Louis Airport Director
Bernard Ysursa, Attorney
Lee Graham, Sheriff's Department
Monica McMurphy, Financial Analyst
Bill Reichert, Architectural Planning Advisor
Traci Firestone, Secretary
Natalie Birk, Executive Assistant
Randy Pierce, The Tribune
Alexis Cortez, 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 seconded by Commissioner Dinges, it was unanimously agreed to approve the Regular Monthly Meeting Minutes of July 17, 2025. Motion carried.

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Upon a motion by Commissioner Dinges and seconded by Commissioner Effinger, it was unanimously agreed to approve the **Regular Expense Claims Report with Payroll Ledger Report** of August 29, 2025. Motion carried.

Upon a motion by Commissioner Dinges and seconded by Commissioner Effinger, it was unanimously agreed to approve the **Airport Expense Claims Report** of August 29, 2025. Motion carried.

Commissioner Dinges reviewed the **Monthly Budget Analysis Report for August 2025** and stated the Operations and Maintenance 2025 Budget is in line with the projected percentage of 66.7% expenditures.

Commissioner Dinges reviewed the **Trial Balance Report for July 2025**, and it can be available when requested in the Public Building Commission Office.

PUBLIC BUILDING COMMISSION OPERATIONS

No Business.

FAIRGROUND OPERATIONS

Upon a motion by Commissioner Effinger and seconded by Commissioner Bouse, it was unanimously agreed to approve Holland Construction's Change Order #3 to include the management of the General Trades Bid Package #6 awarded to Millennium Construction in the amount not to exceed \$69,347.20. Motion carried.

Upon a motion by Commissioner Bouse and seconded by Commissioner Brown, it was unanimously agreed to approve Martin Steel Fabrication, Inc.'s Change Order #1 for building steel supports for the Expo Building's cooling lines in the amount not to exceed \$49,660.00. Motion carried.

Upon a motion by Commissioner Effinger and seconded by Commissioner Bouse, it was unanimously agreed to approve Hank's Excavating & Landscaping, Inc.'s Change Order Proposal for grading and placing a rock surface at the site of the old racetrack in the amount not to exceed \$60,315.00. Motion carried.

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Upon a motion by Commissioner Effinger and seconded by Commissioner Bouse, it was unanimously agreed to approve Impact Strategies Amendment for infrastructure and sitework for Fairgrounds Racetrack construction in the amount not to exceed \$4,151,010.00. Motion carried.

AIRPORT OPERATIONS

Upon a motion by Commissioner Brown and seconded by Commissioner Beach, it was unanimously agreed to approve an easement with the United States Air Force, Scott AFB, and authorize the Airport Director to execute the agreement. Motion carried.

Upon a motion by Commissioner Bouse and seconded by Commissioner Brown, it was unanimously agreed to approve a professional services agreement with CMT for the Asset Lifecycle Management System (ALMS) Roadmap project for a cost not to exceed \$43,620.00 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 agreed to approve by all Commissioners with the exception of Commissioner Beach, Road Goals, Inc. as lowest responsible bidder for Base Bid plus Alternate and 15% contingency not to exceed \$143,745.00 and authorize the Chairman to execute the agreement when appropriate. Motion carried.

Upon a motion by Commissioner Beach and seconded by Commissioner Brown, it was unanimously agreed to approve the engineering agreement with Horner & Shifrin for the Tree Obstruction Removal project at a not to exceed cost of \$358,026.00 and authorize the Chairman to execute the agreement when appropriate. Motion carried.

Upon a motion by Commissioner Beach and seconded by Commissioner Richter, it was unanimously agreed to approve utilization of a purchasing cooperative to complete an airfield pavement marking assessment through Hi-Lite Airfield Services, LLC for up to \$39,000.00 and authorize the Chairman to execute the agreement when appropriate. Motion carried.

Upon a motion by Commissioner Bouse and seconded by Commissioner Dinges, it was unanimously agreed to approve and authorize the Chairman to execute the Letter of engagement between MidAmerica St. Louis Airport and Daley Policy Group for 1-year at a cost not to exceed \$72,000.00. Motion carried.

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Upon a motion by Commissioner Dinges and seconded by Commissioner Effinger, it was unanimously agreed to authorize the Chairman to approve a budget increase in the ARFF, Airport Operations, Security Services Agreement between MidAmerica St. Louis Airport and AvPorts BLV, LLC for a total annual contract amount not to exceed \$1,600,000.00. Motion carried.

Upon a motion by Commissioner Bouse and seconded by Commissioner Brown, it was unanimously agreed to approve and authorize the Chairman to execute Change Order 36 to Contract 2021-15, Non-AIP CMAR-Miscellaneous Terminal, with Holland Construction for a cost not to exceed \$476,013.77. Director Brede questioned if there is a wind speed attached to this warranty and recommended nothing less than a 90 mph wind speed warranty. Director James believes there is a wind speed included but will verify. Motion carried.

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

Upon a motion by Commissioner Brown and second by Commissioner Bouse, it was unanimously agreed to adjourn the meeting at 10:58 a.m. Motion carried.

Respectfully submitted,



Traci Firestone, Secretary

APPROVED:


CHAIRMAN



Public Building Commission
St. Clair County, Illinois
August 21, 2025

Darren V. James | Airport Director



1. Easement / Right of Entry – Scott AFB

In April 2001, a DD1354 was finalized which transferred various pieces of real property from St. Clair County to Scott AFB, including the transfer of the portions of Taxiway Golf which are on Scott AFB. MidAmerica retained maintenance responsibilities for the Taxiway Golf pavement until May 2024. The final transfer of those responsibilities was discussed at the April 2024 PBC meeting. The MidAmerica Airport / Scott AFB property line lies in the middle of the Taxiway Golf Silver Creek Bridge. While the initial DD1354 anticipated transferring property up to the property line (middle of the bridge), Scott AFB is preparing a DD1354 for transfer of the entirety of that bridge. Scott AFB has requested access to the Airport property which contains the Taxiway Golf Silver Creek bridge in anticipation of the bridge transfer.

An easement is proposed for 20 years from the date of execution to allow maintenance of the Taxiway Golf Silver Creek bridge and the reinforced slab adjacent to the bridge approach slab.

Financial Impact: No costs to the Airport under this agreement.

Legal: The agreement has been reviewed and approved by PBC legal counsel.

Motion: Approve an easement with the United States Air Force, Scott AFB, and authorize the Airport Director to execute the agreement.

2. Asset Lifecycle Management System Prof Services – CMT

Management of assets at MidAmerica St. Louis Airport has been completed utilizing several different methods. A software package, Manager Plus, has been in use since near airport inception but this package is no longer serving the unique needs of the airport.

Implementing an Asset Lifecycle Management System (ALMS) is a complex process. Creating a shared vision by preparing an ALMS Roadmap before selecting and configuring a software system can help to overcome common implementation challenges. Professional services will be necessary to complete the roadmap. The Airport has been negotiating with Crawford, Murphy, and Tilly (CMT) to complete this work. The final scope and negotiation resulted in a fee proposal that will not exceed \$43,620.

Financial Impact: Project was budgeted under the 2025 Airport Operating Budget.

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

Motion: Approve a professional services agreement with CMT for the Asset Lifecycle Management System (ALMS) Roadmap project for a cost not to exceed \$43,620 and authorize the Chairman to execute the agreement when appropriate.

3. Landside Maintenance Bid Approval

In addition to the main terminal parking lot, quite a few parking lots are in use throughout the airport. In general, a sealcoat of each of these parking lots has been scheduled to occur on a five-year recurring schedule. On July 14, 2025, the plans and specifications for Solicitation 2025-17, Landside Pavement Maintenance – 2025 were issued for bid. The Advertisement to Bid was placed in the Belleville News Democrat, listed on the Airport website and the St. Clair County website, advertised with SIBA, and notices were sent directly to 13 potential bidders. A pre-bid meeting and site visit was conducted on July 29, 2025. The scope of the work includes crackseal, sealcoat, and restripe of several parking lots and an alternate for re-striping the airport access roads. The terminal lot scope will include ADA parking enhancements to include the addition of 6 new ADA spaces to better accommodate passenger needs. The lot will now provide 25% more ADA spaces than required by code. Bid documents were requested by 10 potential bidders and bids were to be received on 08/12/25. The bid results are on the next slide.

Financial Impact: Funding for this project was included in the FY2025 Airport Operating Budget.

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

Motion: Approve Road Goals, Inc. as lowest responsible bidder for Base Bid plus Alternate and 15% contingency not to exceed \$143,745,00, and authorize the Chairman to execute the agreement when appropriate.

Bidder		Base Bid	Alternate 1	Total Cost
<i>Engineer's Estimate</i>		\$209,009.50	\$25,084.69	\$234,094.19
1	Road Goals, Inc. (St. Louis, MO)	\$119,997.00	\$4,999.00	\$124,996.00
2	Asphalt Services, LLC (Maryland Hts, MO)	\$304,337.68	\$20,000.00	\$324,337.68
3	DMS Contracting, Inc. (Mascoutah, IL)	\$357,847.50	\$43,272.90	\$401,120.40
4	<u>Surmeier & Surmeier</u> , Inc. (<u>Mascoutah</u> , IL)	\$728,254.28	\$122,446.28	\$850,700.56

4. Tree Obstruction Removal Design – Horner & Shifrin

In June 2021, the PBC approved the selection of Horner and Shifrin, Inc. (H&S) to complete professional services as necessary to provide environmental, design, construction phase services, and any special services or studies for a Tree Obstruction Removal project to eliminate existing and future obstructions. In October 2022, the PBC approved a professional services agreement for \$235,707 for the environmental study associated with the tree removal.

The environmental phase of this project is nearing completion with an expected Finding of No Significant Impact (FONSI) to occur within the next month. The airport has been coordinating with H&S, IDOT Division of Aeronautics (IDA), and the Federal Aviation Administration (FAA) on a final scope for the design of the project to remove the tree obstructions. This design will include an engineer's report, plans, and specifications for the removal of approximately 109 acres of trees, an unpaved service road to allow initial removal of the trees, as well as ongoing maintenance of the areas, coordination of wetland mitigation actions, etc.

H&S provided a proposal for completion of this work at a Not to Exceed cost of \$358,026.

Financial Impact: The tree obstruction removal project will be paid out of the St. Clair County Capital Replacement Fund which receives Airport Improvement Program reimbursement for eligible costs.

Motion: Approve the engineering agreement with Horner & Shifrin for the Tree Obstruction Removal project at a Not to Exceed cost of \$358,026 and authorize the Chairman to execute the agreement when appropriate.

5. Airfield Pavement Marking Assessment – Hi-Lite

In 2022, the airport contracted Hi-Lite Airfield Services, LLC (Watertown, NY) to complete rubber removal and completely remark the airfield for \$729,025.00. In 2024, the airport contracted Hi-Lite to complete rubber removal and remark impacted pavement markings at a cost of ~\$107,000. Rubber removal and significant pavement marking work will be necessary again in 2026. Rather than a complete remarking of the airfield, the airport intends to selectively remark the areas and will require a detailed assessment (utilizing retro-reflectivity readings) to ensure compliance with FAA regulations.

Utilizing a Purchasing Cooperative is a legal method of procurement per the IL Procurement Code (30 Ill. Com. Stat. § 525/2 (2017) Joint purchasing authority) and per the St. Clair County Code (31-3-12 Cooperative Purchasing). Sourcewell's procurement resulted in Contract #110122-HLA with Hi-Lite Airfield Services, LLC (effective 01/11/2023 - 01/13/2027) and 20% discount. The airport requested a proposal from Hi-Lite to complete the work under Sourcewell contract #110122-HLA and received a proposal for \$39,000.00.

Financial Impact: This project was budgeted under the Airport Operating Budget (budget codes 66810-550 and 66820-550)

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

Motion: Approve utilization of a purchasing cooperative to complete an airfield pavement marking assessment through Hi-Lite Airfield Services, LLC for up to \$39,000 and authorize the Chairman to execute the agreement when appropriate.

6. Professional Services – Daley Policy Group (DPG)

MidAmerica St Louis Airport relies on certain federal funds to develop, maintain, and expand the airport's core infrastructure (runways, taxiways, aprons, terminal building, lighting, signage, NAVAIDs, and land acquisition airport certification requirements, etc.), which supports the operation of air carrier, cargo, military, and general aviation aircraft operations. The Airport Improvement Program provides grants to public agencies (St. Clair County) for the planning and development of public-use airports that are included in the National Plan of Integrated Airport Systems. The Airport desires to continue engaging DPG and have DPG continue representing the Airport's interest before Congress, Federal Agencies, and other officials with the Administration. Recent support and coordination by DPG helped BLV secure the Congressionally Directed Spending grants for \$3.25M, \$2.5M and a pending grant for \$4M.

Financial Impact: The professional services agreement with Daley Policy Group was included in the FY2025 Airport Budget and will be included in the FY2026 budget.

Motion: Approve and authorize the Chairman to execute the letter of engagement between MidAmerica St. Louis Airport and Daley Policy Group for 1-year at a cost Not to Exceed \$72,000.

7. ARFF / Airport Operations / Security Services Agreement - Avports

The Airport is required to support air carrier, general aviation, air cargo, US Customs, and military operations, through a series of FAA / TSA / State / Local mandated compliance requirements. The work includes a variety of duties and responsibilities associated with emergency response, safety management systems, airport operations, inspections, FAA Part 139 / TSA 1542 compliance, etc. Aircraft Rescue and Firefighting, Airport Operations, Security Services, and Customer Service also known as Public Safety Services, are presently performed by Avports on behalf of the Airport.

Growth at MidAmerica St. Louis Airport, and the Illinois minimum wage increase beginning in 2025 required a modification to Public Safety staffing. The addition of Public Safety personnel enabled the movement to a 12-hour shift for Captains / 8-hour shifts for PSOs when fully staffed, constant coverage within our Airport Operations Center, and ensures our schedule remains unaffected by future minimum wage changes. The additional personnel and schedule shift also ensure the airport maintains the FAA / TSA / State / Local mandated compliance requirements, while enhancing safety. The ARFF Services agreement will increase from \$1.4M and is not to exceed \$1.6M.

Financial Impact: Annual cost of the ARFF, Airport Operations, Security Services Agreement incorporating the minimum wage increase / new staff structure was included in the FY2025 Airport budget and will be included in the FY2026 Budget.

Motion: Authorize the Chairman to approve a budget increase in the ARFF, Airport Operations, Security Services Agreement between MidAmerica St. Louis Airport and AvPorts BLV, LLC for a total annual contract amount not to exceed \$1.6M.

8. Terminal Modifications / Non-AIP CMAR – Change Order 36

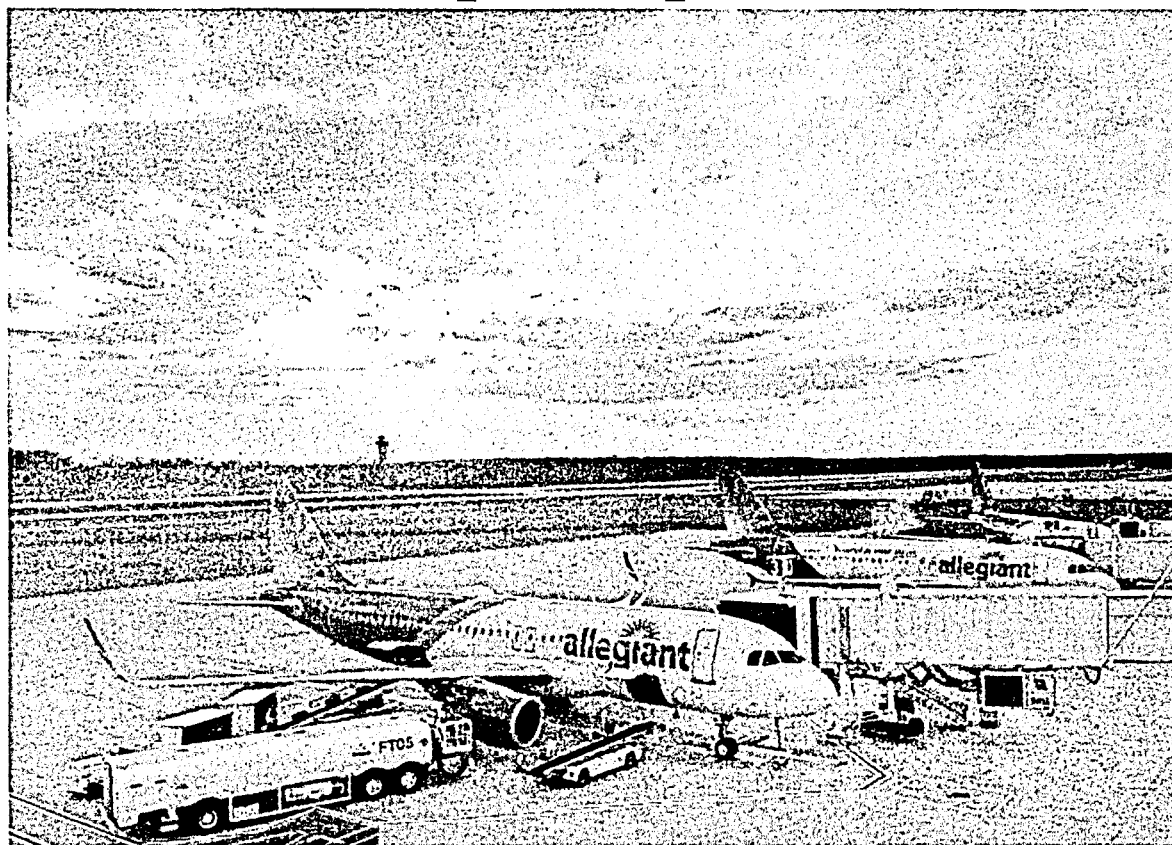
The FAA provided \$24.7M in Airport Improvement Program (AIP) grants for the Terminal Modifications project for phases 1, 2, and 3 which are complete. There are, however, certain items necessary for the overall project which were not eligible for AIP funding. This non-AIP eligible work includes administrative offices, tenant offices, furniture such as departure lounge seating, etc. In May 2021, the PBC approved a CMAR Agreement with Holland Construction for this Non-AIP eligible work. In April 2024, the PBC approved change orders 24 and 25. In August 2024, the PBC approved change order 27.

Change Order 25 addressed several terminal roof related issues including the gutter on the front of the terminal and two small roofs and a masonry cap on the rear of the terminal. While replacing the mezzanine EPDM roofs and stone caps on the rear of the terminal, the contractor identified several areas of failing roof membrane and associated roof structure on the EPDM roof over the original (not expanded) terminal roof. This roof had last been replaced in 2008 and at 17 years old is nearing the end of its usable lifespan. The proposed work associated with Change Order 36 would include replacing the membrane roofing with a new roofing system (membrane and associated insulation) with a 20-year warranty. Change Order 36 will not exceed \$476,013.77. As with any roofing project, there exists the possibility that unforeseen conditions, such as failing roof deck and/or associated spray on fireproofing, may result in additional costs which are presently unknown.

Financial Impact: The project is budgeted in the 2025 airport operating budget (91700-999).

Motion: Approve and authorize the Chairman to execute Change Order 36 to Contract 2021-15, Non-AIP CMAR – Miscellaneous Terminal, with Holland Construction for a cost not to exceed \$476,013.77.

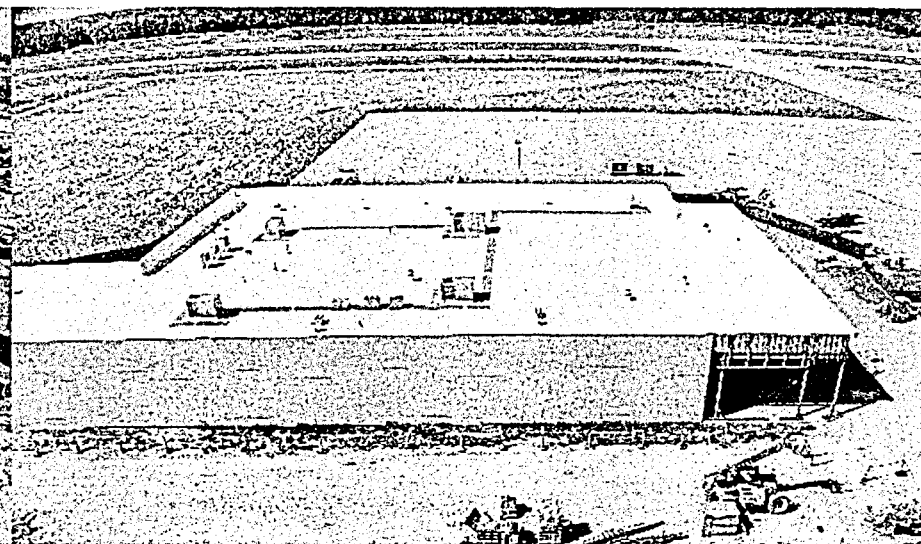
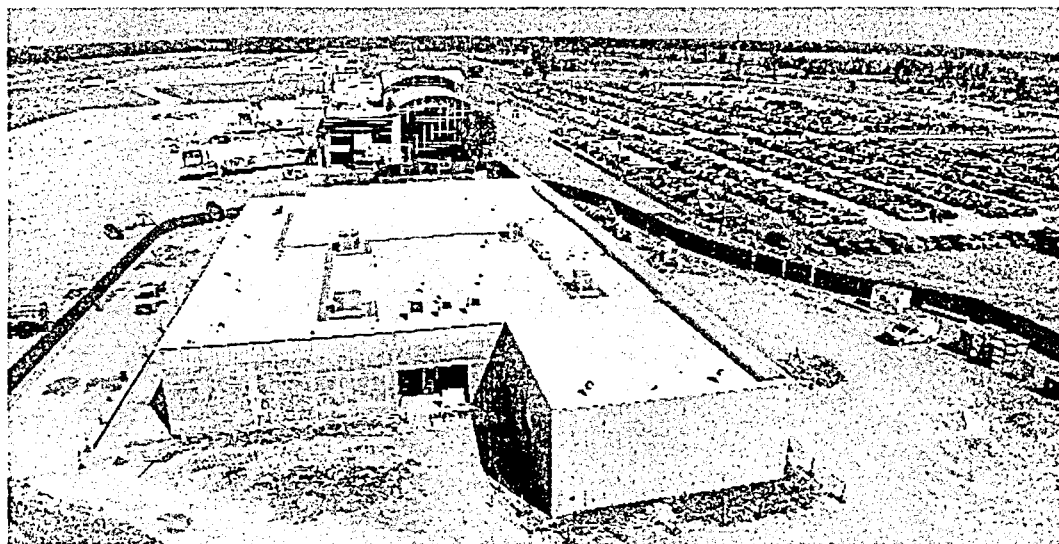
Airport Update



Top Illinois Airports (per enplanements - June 2024 - May 2025)

Locid	City	Airport Name	S/L	Hub	2024 Rank	State Rank DOT (June 2024 - May 2025)	Enp DOT (June 2024 - May 2025)	Allegiant Total Passengers (June 2024 - May 2025)
ORD	Chicago	Chicago O'Hare International	P	L	4	1	32,070,220	661
MDW	Chicago	Chicago Midway International	P	L	31	2	9,483,730	120,298
PIA	Peoria	General Downing - Peoria International	P	N	166	3	367,062	341,592
MLI	Moline	Quad Cities International	P	N	169	4	334,912	141,322
BLV	Belleville	Scott AFB/Midamerica St Louis	P	N	205	5	168,747	336,523
BMI	Bloomington-Normal Airport	Central Il Regional/Bloomington-Normal	P	N	202	6	160,811	71,280
RFD	Rockford	Chicago/Rockford International	P	N	214	7	136,657	267,543
CMI	Savoy	University of Illinois/Willard	P	N	242	8	88,440	377
SPI	Springfield	Abraham Lincoln Capital	P	N	271	9	50,608	35,156
MWA	Marion	Veterans Airport of Southern Illinois	P	N	377	10	12,904	1,042
DEC	Decatur	Decatur	P	N	386	11	12,804	0
UIN	Quincy	Quincy Regional-Baldwin Field	CS	None	493	12	3,844	0

Terminal Modification





Thank You.

★BLV



PUBLIC BUILDING COMMISSION
Terminal Financial Report

August 2025

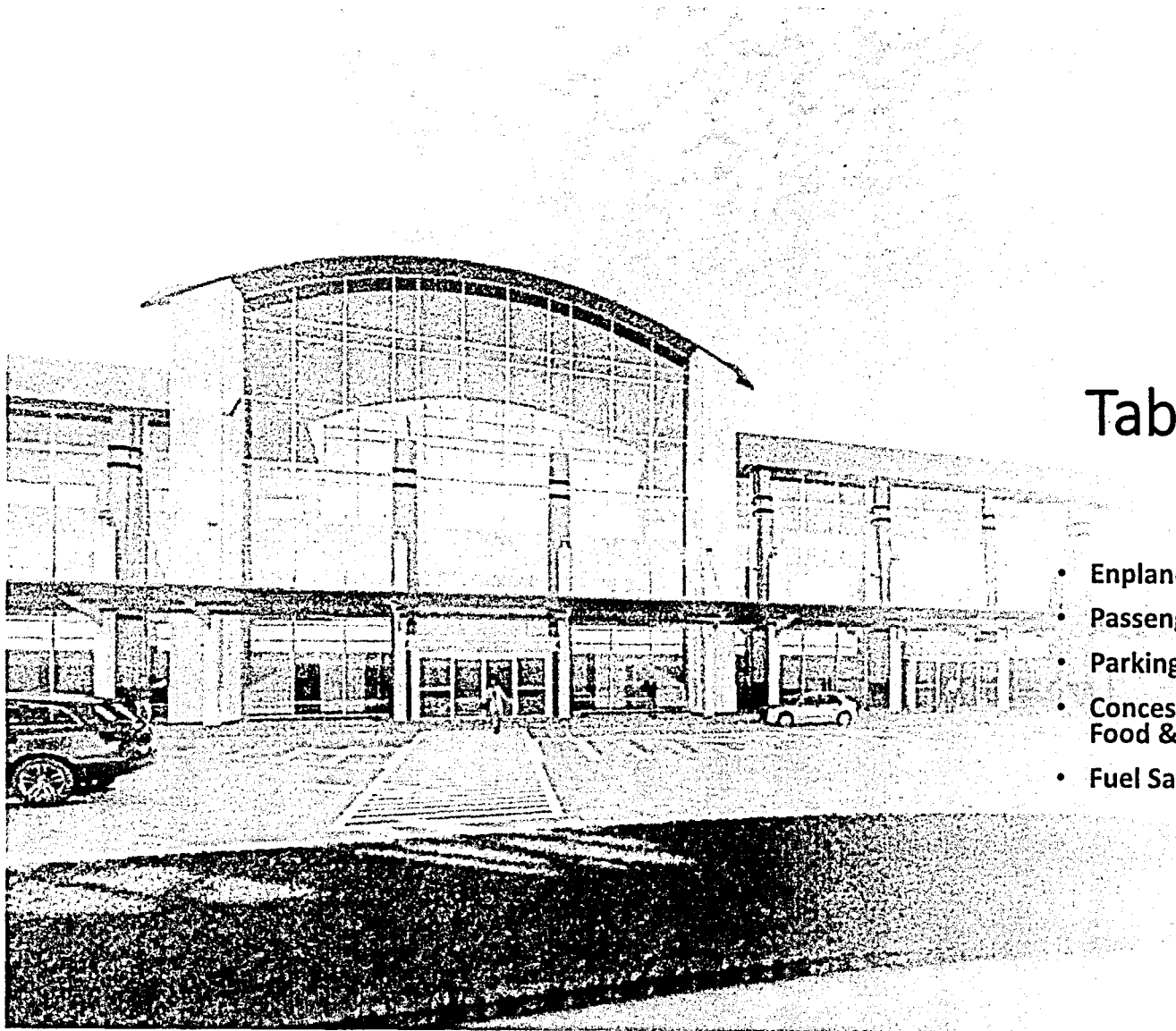


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- Enplanements (YTD July 2025)
- Passenger Facility Charge (June 2025)
- Parking Revenue (YTD July 2025)
- Concessionaire Revenue (Car Rental YTD July 2025; Food & Beverage YTD July 2025)
- Fuel Sales (YTD July 2025)

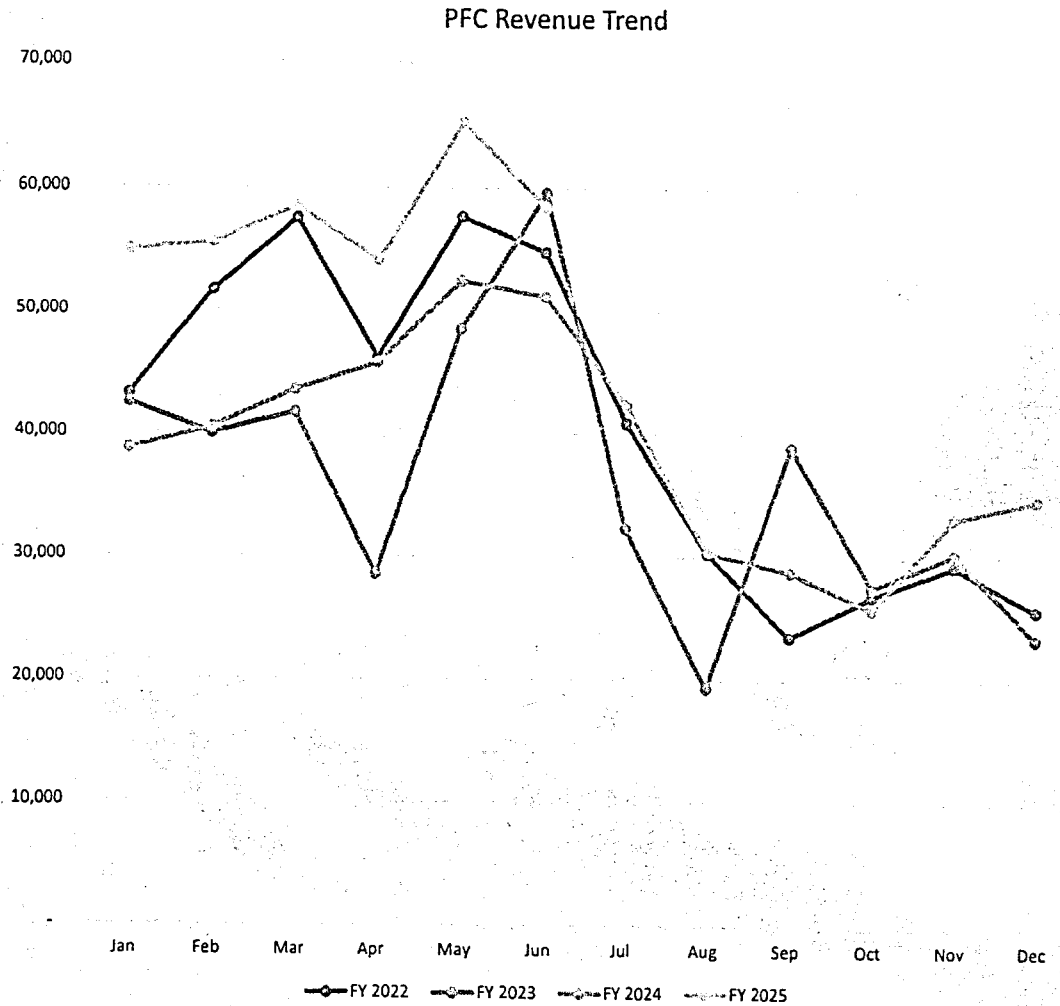
Enplanements

	FY2025	FY2024	FY2023	FY2022
January	8,546	7,908	8,327	7,456
February	11,303	8,174	8,329	8,425
March	20,043	13,585	13,945	16,315
April	12,768	11,117	12,974	14,392
May	19,839	15,164	13,754	16,226
June	25,945	21,589	20,225	22,390
July	28,319	22,201	21,501	24,433
August	19,596	13,373	11,766	13,442
September	12,598	9,015	8,178	8,220
October	11,970	9,660	9,943	9,964
November	10,142	9,483	8,713	8,931
December	12,633	11,973	9,573	12,649
Total	196,048	153,242	147,228	162,710

* Number of enplanements is projected utilizing the FAA's Terminal Area Forecast (TAF)

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

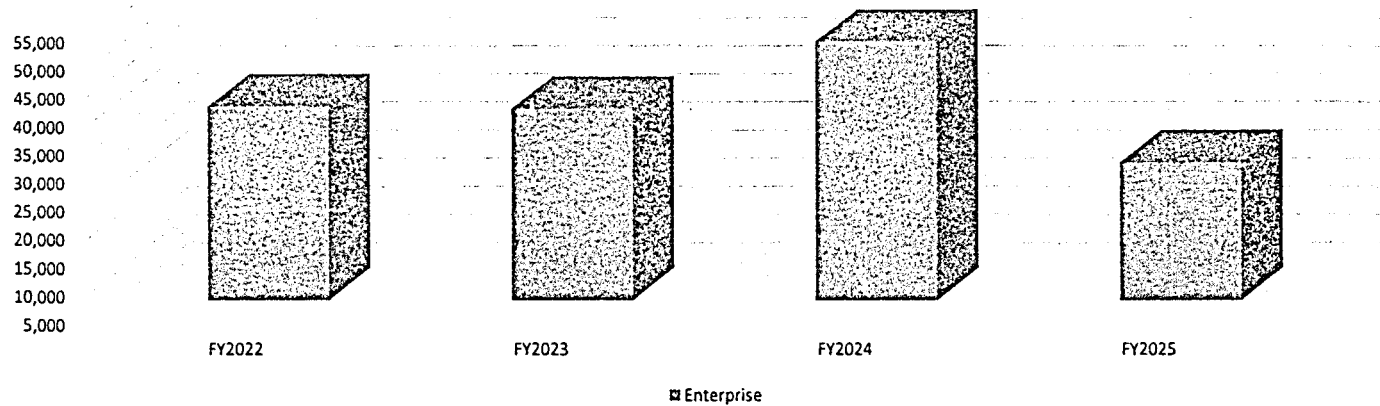
	PFC
FY2022	\$487,757
FY2023	\$432,792
FY2024	\$467,658
FY2025 Jun.	\$347,094



Car Rental Revenue – Enterprise (CFC)

	FY2022	FY2023	FY2024	FY2025 VTD July
Enterprise	\$39,236	\$38,873	\$50,906	\$29,361

Car Rental Revenue Trend

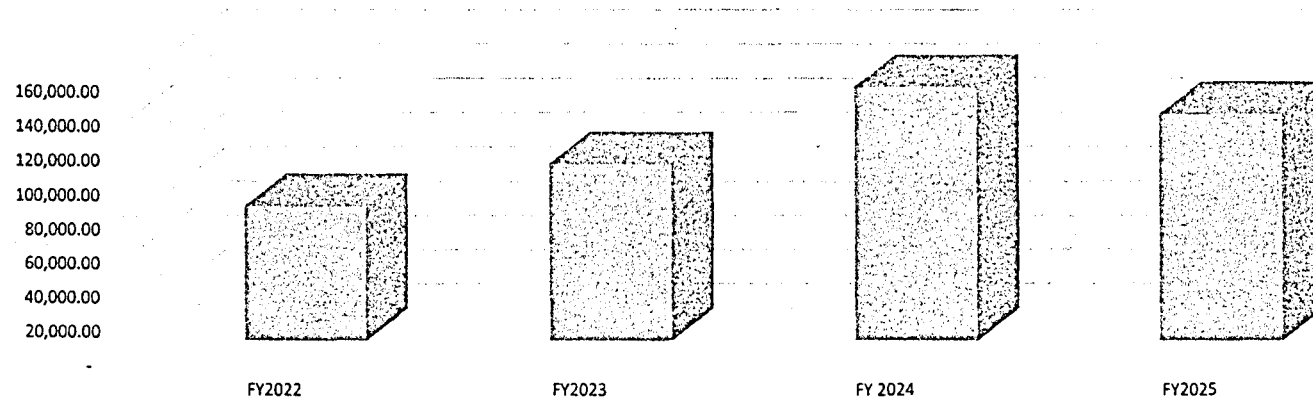


Note: All CFC revenue is restricted for car rental capital improvements (625 ILCS 5/6-305) (from Ch. 95 1/2, par. 6-305) Sec. 6-305

Concessionaire Revenue (Food & Beverage)

	FY2022	FY2023	FY2024	FY2025 (Estimate)
Food & Beverage Concessionaire Revenue	*\$78,804	\$103,241	\$148,272	\$132,433

Food & Beverage Revenue Trend



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

	FY2022 YTD July	FY2023 YTD July	FY2024 YTD July	FY2025 YTD July
Fuel Volume (Gallons)	1,530,245	1,206,840	1,182,521	1,389,116
Fuel Sales (\$) (A)	\$6,188,206	\$4,011,628	\$3,933,942	\$4,031,517
Fuel Cost (B)	\$5,662,993	\$3,599,129	\$3,562,021	\$3,622,148
GM (\$) (A-B)	\$525,214	\$412,499	\$371,921	\$409,369
GM (%)	8%	10%	9%	10%

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

	FY2022 YTD July	FY2023 YTD July	FY2024 YTD July	FY2025 YTD July
Fuel Sales (\$)	\$6,188,206	\$4,011,628	\$3,933,942	\$4,031,517
GM (\$)	\$525,214	\$412,499	\$371,921	\$409,369

