

Public Building Commission Meeting Minutes

September 18, 2025

The Public Building Commission of St. Clair County met at 19 Public Square, Belleville, Illinois 62220 on September 18, 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

Members Absent:

Donna Richter

Others Present:

Debra Moore, County Administrator
James Brede, Director of Buildings
Darren James, MidAmerica St. Louis Airport Director
Bernard Ysursa, Attorney
Thomas Ysursa, Attorney
Lee Graham, Sheriff's Department
Bill Reichert, Architectural & Planning Advisor
Traci Firestone, Secretary
Natalie Birk, Executive Assistant
Randy Pierce, The Tribune

The Pledge of Allegiance was recited.

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

Upon a motion by Commissioner Dinges and seconded by Commissioner Brown, it was unanimously agreed to approve the Regular Monthly Meeting Minutes of August 21, 2025. Motion carried.

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 September 30, 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 **Airport Expense Claims Report** of September 30, 2025. Motion carried.

Commissioner Dinges reviewed the **Monthly Budget Analysis Report for September 2025** and stated the Operations and Maintenance 2025 Budget is in line with the projected percentage of 75% expenditures.

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

NEW BUSINESS

No Business

PUBLIC BUILDING COMMISSION OPERATIONS

Upon a motion by Commissioner Effinger and seconded by Commissioner Brown, it was unanimously agreed to approve the C&C Group's proposal for Kantech hardware and installation/programming for doors in the new lobby at the Courthouse in the amount not to exceed \$53,600.00. Motion carried.

Upon a motion by Commissioner Effinger and seconded by Commissioner Dinges, it was unanimously agreed to approve Rapiscan's proposal for x-ray machines, shipping, and installation for the new Security and Lobby Additions at the Courthouse in the amount not to exceed \$58,153.31 and give the Director of Buildings the approval to execute such paperwork associated with this proposal. Motion carried.

FAIRGROUND OPERATIONS

Upon a motion by Commissioner Effinger and seconded by Commissioner Bouse, it was unanimously agreed to approve Millennium Construction's Change Order #003 to install a new framed wall in front of the existing East Wall in Expo Hall #2 not to exceed \$34,790.51. Motion carried.

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AIRPORT OPERATIONS

Upon a motion by Commissioner Bouse and seconded by Commissioner Effinger, it was unanimously agreed to approve Amendment 13 to the engineering agreement with CMT for the Terminal Modifications Phase 4 at a cost not to exceed \$105,149.00 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 lowest responsible bidder DMS Contracting, Inc., for Base Bid plus Alternate 1 at a cost not to exceed \$818,333.00 and authorize the Chairman to execute the agreement when appropriate. Motion carried.

Upon a motion by Commissioner Beach and second by Commissioner Brown, it was unanimously agreed to approve a construction phase services agreement with Crawford, Murphy & Tilly, Inc., for the Airfield Pavement Repair project at a cost not to exceed \$66,300.00 and authorize the Chairman to execute the agreement when appropriate. Motion carried.

Upon a motion by Commissioner Beach and seconded by Commissioner Effinger/Dinges, it was unanimously agreed to approve and authorize the Airport Director to execute the marketing services agreement Change Order 2 with The Hauser Group for a cost not to exceed \$32,000.00. Motion carried.

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

Upon a motion by Commissioner Effinger and seconded by Commissioner Dinges/Bouse, it was unanimously agreed to leave the open session and go into executive session at 10:32 a.m. Motion carried.

Return to Open Session at 11:55 a.m.

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Upon a motion by Commissioner Effinger and seconded by Commissioner Bouse, it was unanimously agreed to adjourn the meeting at 11:55 a.m. Motion carried.

Respectfully submitted,

Traci Firestone
Traci Firestone, Secretary

APPROVED:

Richard Sneyd
CHAIRMAN

PROJECT

St. Clair County Administration Building – Security and Energy Improvements – Package D Lobby Addition

C&C GROUP

Because of the security upgrades to the new Courthouse lobby, security prox card system equipment will need to be ordered and installed. C&C Group has submitted a proposal procured through Source Well for the hardware and installation.

Total Amount:

\$53,600.00

MOTION: Approve C&C Group's proposal for Kantech hardware and installation/programming for doors in the new lobby at the Courthouse in the amount not to exceed \$53,600.00.

Board Date: 9/18/25

PROJECT

St. Clair County Administration Building – Security and Energy Improvements – Package D Lobby Addition

RAPISCAN

In 2023, the PBC worked with Rapiscan to procure a security equipment package for the new lobby and security addition. The proposal submitted is for additional parts and equipment associated with the new x-ray machines.

Total Amount: **\$58,153.31**

MOTION: Approve Rapiscan's proposal for x-ray machines, shipping, and installation for the new Security and Lobby Additions at the Courthouse in the amount not to exceed \$58,153.31 and give the Director of Buildings the approval to execute such paperwork associated with this proposal.

Board Date: 9/18/25

PROJECT

Belle-Clair Fairgrounds Park Redevelopment – Expo Center

MILLENNIUM CONSTRUCTION CHANGE ORDER #003

Due to changes in design at the Expo Center, a new framed wall will need to be installed in front of the existing East Wall in Expo Hall #2. Due to time constraints, Chairman Sauget gave Director Brede verbal approval to begin the work.

Total Amount:

\$34,790.51

MOTION: Approve Millennium Construction's Change Order #003 to install a new framed wall in front of the existing East Wall in Expo Hall #2 not to exceed ~~\$34,79.51~~.

\$34,790.51

Board Date: 9/18/25



Public Building Commission
St. Clair County, Illinois
September 18, 2025

Darren V. James | Airport Director



1. Terminal Modifications Construction Phase Services Amendment – CMT

In October 2022, the PBC approved Amendment 7 to the engineering agreement with CMT to provide Concepts and Schematic Design Development for Phase 4 of the Terminal Modifications project. In February 2023, the PBC approved Amendment 9 to provide Design, Documentation, and Bidding Phase services. In August 2023, the PBC approved Amendment 10 to provide additional design services. In March 2024, the PBC approved Amendment 11 to provide construction phase services.

Testing services are provided as a subcontract to CMT's professional services agreement. There were several items that were inadvertently omitted in the original subcontract. On 07/15/24, SCI submitted a proposal for \$130,896 to include building testing components which were inadvertently omitted, and on 07/24/25, Mid America Testing Lab submitted a proposal for \$15,000 (lump sum) to include building envelope testing which was inadvertently omitted from the CMT proposal. On 07/29/25, SCI submitted a revised proposal for \$146,586 to include apron concrete testing components (on site concrete flexural strength testing) that were inadvertently left off the original proposal. Total additional cost of \$105,149 accommodates the increased SCI costs (\$146,586 - \$56,437 original bid) plus the Mid America Testing Lab costs of \$15,000.

Financial Impact: Project budget is \$18,602,380 with costs shown on next slide.

Motion: Approve Amendment 13 to the engineering agreement with CMT for the Terminal Modifications Phase 4 at a cost NTE \$105,149.00 and authorize the Chairman to execute the agreement when appropriate.

Attachment 1 – BLV Terminal Modifications - Phase 4A Budget

Anticipated Costs	
Project Component	Total Cost
CMAR Construction	
Pre-Construction Services (approved at 02/19/23 PBC)	\$ 100,000
Phase 4A Guaranteed Maximum Price (approved at 03/26/24 PBC)	\$ 14,685,424
PCCO 2 (CDS Grant Funding Delay) (approved at 10/27/24 PBC)	\$ 72,731
PCCO 7 (Misc Steel Changes) (approved at 02/24/25 PBC)	\$ 71,205
PCCO 10 (Steel Delay Costs) (approved at 07/17/25 PBC)	\$ 248,397
Subtotal (GMP)	\$ 15,178,757
Design and Construction Phase Services	
Concepts and Schematic Design Development (Amendment 7 to 2018-14) (approved at 10/20/22 PBC)	\$ 288,220
Design (Amendment 9 to 2018-14) (approved at 02/16/23 PBC)	\$ 968,133
Additional Design Phase Services (Amendment 10 to 2018-14) (approved at 08/17/23 PBC)	\$ 181,121
Phase 4A Construction Phase Services (Amendment 11 to 2018-14) (approved at 03/26/24 PBC)	\$ 1,881,000
Additional Phase 4A Construction Phase Services (Amendment 13 to 2018-14)	\$ 105,149
Subtotal (Design and CPS)	\$ 3,423,623
Total Project Costs:	\$ 18,602,380
Notes: 1. Costs in italics are approximate as of 05/20/24.	

2. Airside Pavement Repairs – Approval of Bids

The Airport's airfield pavement includes a 10,000' long, 150' wide runway, associated taxiways, and three large aircraft parking aprons. The runway and taxiways are generally 16" thick, jointed Portland Cement Concrete (PCC) pavements with 25' joints and 12' asphalt shoulder which were constructed between 1995 and 1997. In 2009 there was a relatively significant project to rehabilitate the airfield pavement joints that also included several concrete patches. In October 2021, after re-bidding a rehabilitation project, the PBC approved a \$430,350 contract with DMS Contracting, Inc, to complete miscellaneous concrete pavement repairs.

In 2023, the airport let a project to complete several concrete patches, including replacement of the patches completed in 2009. Unfortunately, no bids were received when bids were opened in September 2023. The scope of the work includes concrete patching and joint seal replacement on airfield concrete pavement. The project (2025 Airfield Pavement Repairs, Solicitation 2025-22.02) was issued on 08/08/25, advertised in the Belleville News Democrat on 08/10/25, 08/17/25, and 08/24/25, posted on www.flymidamerica.com, distributed directly to 19 potential bidders and 19 contractors requested the bid documents. Two bids were received on 10/9/2025. The bid results are on the next slide.

Financial Impact: Project will be funded from the Airport Operating Budget.

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

Motion: Approve the lowest responsible bidder DMS Contracting, Inc., for Base Bid plus Alternate 1 at a cost NTE \$818,333.00, and authorize the Chairman to execute the agreement when appropriate.



As Read Tabulation of Bids (lowest to highest)

Bidder	Base Bid	Alternate 1 (PCC Spall Repair)	Alternate 2 (PCC Spall Repair – Alternate Material)	Alternate 3 (Remove and Replace PCC Pavement)	Total (Base Bid + Alternate 1)
Engineer's Estimate	\$177,195.00	\$260,000.00	\$225,000.00	\$56,000.00	\$437,195.00
1 DMS Contracting, Inc.	\$240,333.00	\$578,000.00	\$0.00	\$83,440.00	\$818,333.00
2 Surmeier and Surmeier	\$168,874.18	\$688,780.00	\$0.00	\$51,291.80	\$857,654.18

The apparent low bidder is **DMS Contracting, Inc.** with a bid of **\$818,333.00**.

3. Airfield Pavement Repairs Construction Phase Services – CMT

The Airport's airfield pavement includes a 10,000' long, 150' wide runway, associated taxiways, and three large aircraft parking aprons. The runway and taxiways are generally 16" thick, jointed Portland Cement Concrete (PCC) pavements with 25' joints and 12' asphalt shoulder which were constructed between 1995 and 1997.

The previous item was for approval of construction bids to complete an Airfield Pavement Repairs project. The Construction Phase Services work, which includes construction observation, submittal review, RFI review, coordination, testing, etc., will be completed by CMT as a Cost Plus Fixed Fee contract not to exceed \$66,300.00.

Financial Impact: Project will be funded out of the Airport Operating Budget.

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

Motion: Approve a construction phase services agreement with Crawford, Murphy & Tilly, Inc., for the Airfield Pavement Repair project at a cost NTE \$66,300.00, and authorize the Chairman to execute the agreement when appropriate.

4. Marketing Services Change Order #2 – The Hauser Group

The Hauser Group is a St. Louis-based public relations firm focused on raising awareness, generating results for a host of noteworthy clients. The Hauser Group provides personalized and individualized services designed to generate results and help clients achieve their communications goal. The Airport has a current consulting agreement for Media and Public Relations with an initial term extending through July 2026.

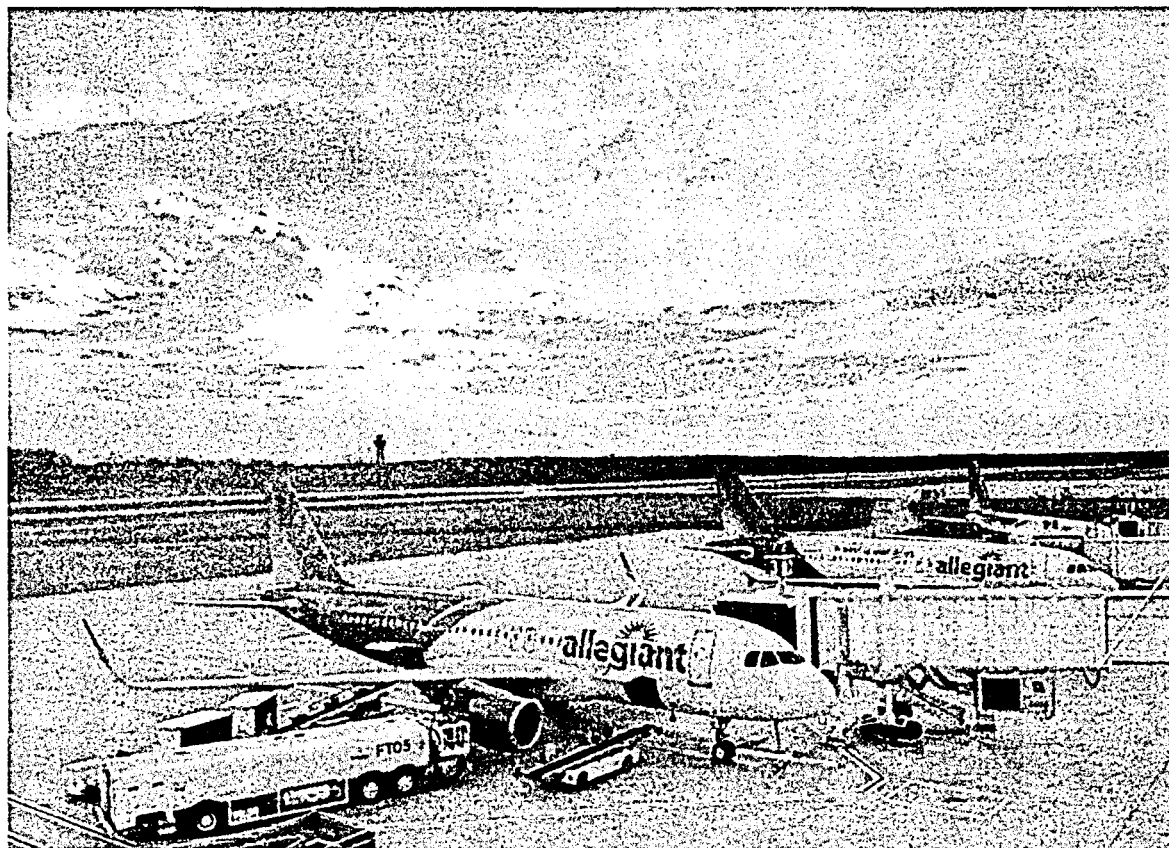
As part of the Airport's comprehensive digital marketing strategy coordinated with Digital Strike LLC, the Hauser Group was contracted separately to develop marketing content rather than having Digital Strike LLC create the content at a higher price. In April 2025, the PBC approved a change order for \$11,520, allowing the total amount for the initial marketing content NTE \$32,000. The remaining work outlined by Digital Strike LLC to be produced by the Hauser Group through 7/31/2026 is projected NTE \$32,000.

Financial Impact: Marketing services are included in the FY2025 and FY2026 Airport Budgets.

Legal: Previously reviewed the services agreement and found to be legally sufficient.

Motion: Approve and authorize the Airport Director to execute the marketing services agreement Change Order 2 with The Hauser Group for a cost NTE \$32,000.

Airport Update



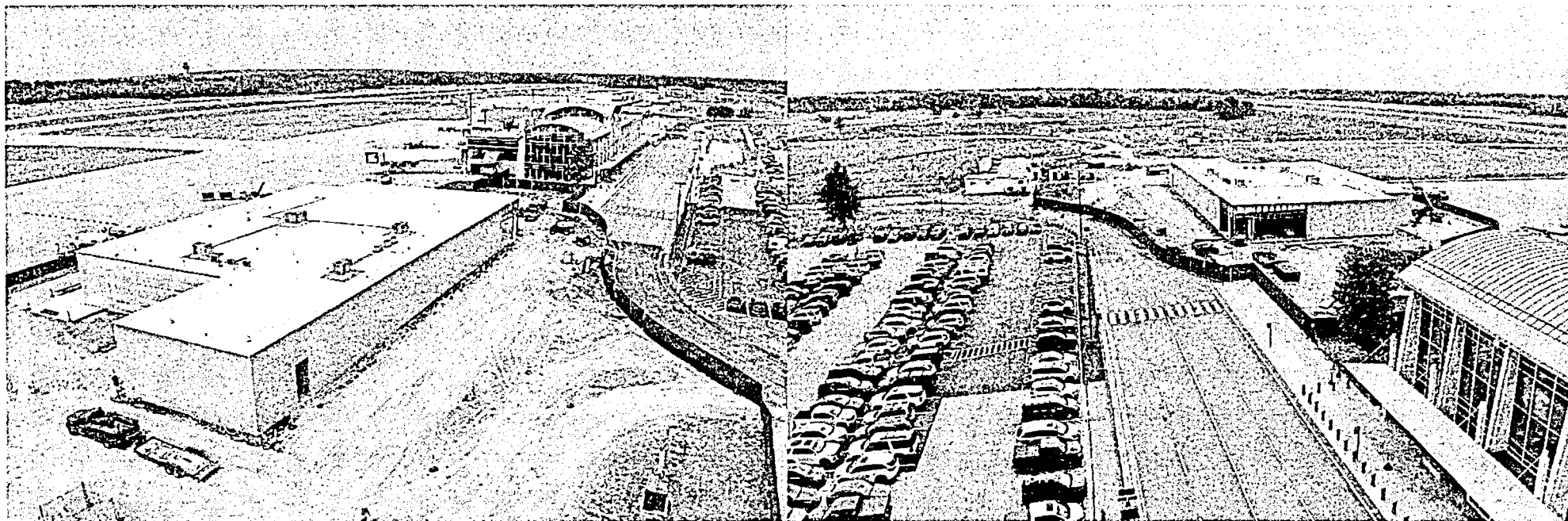


Top Illinois Airports (per enplanements - July 2024 - June 2025)

Locid	City	Airport Name	S/L	Hub	2024 Rank	State Rank DOT (July 2024 - June 2025)	Enp DOT (July 2024 - June 2025)	Allegiant Total Passengers (July 2024 - June 2025)
ORD	Chicago	Chicago O'Hare International	P	L	4	1	32,395,400	528
MDW	Chicago	Chicago Midway International	P	L	31	2	9,389,131	121,798
PIA	Peoria	General Downing - Peoria International	P	N	166	3	373,150	343,569
MLI	Moline	Quad Cities International	P	N	169	4	336,733	141,627
BLV	Belleville	Scott AFB/MidAmerica St Louis	P	N	205	5	172,972	345,058
BMI	Bloomington-Normal Airport	Central Ill Regional/Bloomington-Normal	P	N	202	6	159,686	71,738
RFD	Rockford	Chicago/Rockford International	P	N	214	7	138,471	271,473
CMI	Savoy	University of Illinois/Willard	P	N	242	8	88,299	377
SPI	Springfield	Abraham Lincoln Capital	P	N	271	9	50,240	35,295
MWA	Marion	Veterans Airport of Southern Illinois	P	N	377	10	12,809	1,042
DEC	Decatur	Decatur	P	N	386	11	12,678	0
UIN	Quincy	Quincy Regional-Baldwin Field	CS	None	493	12	3,879	0

Source: T-100 Domestic Market (US Carriers).

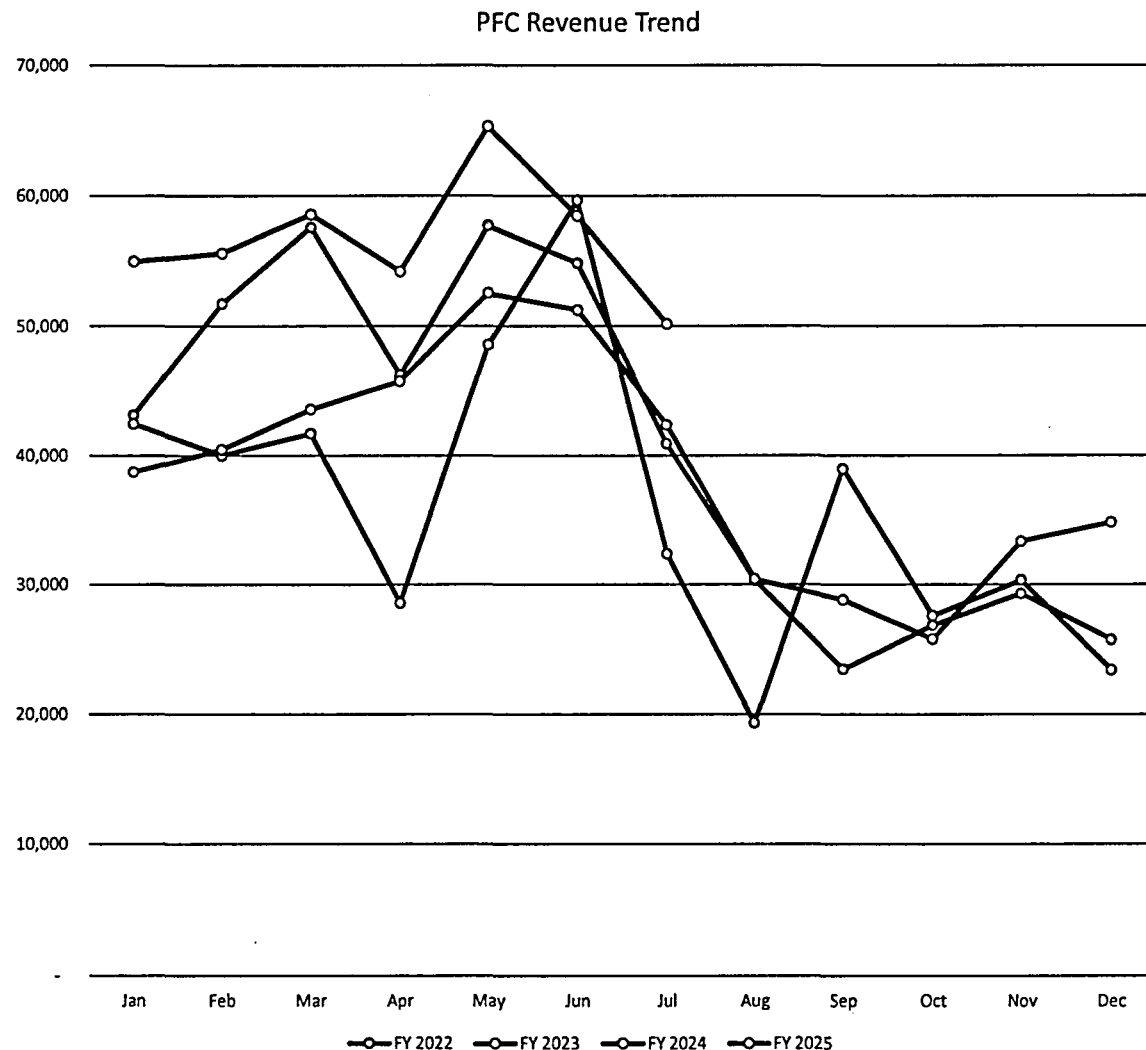
Terminal Modification



Passenger Facility Charge (PFC)

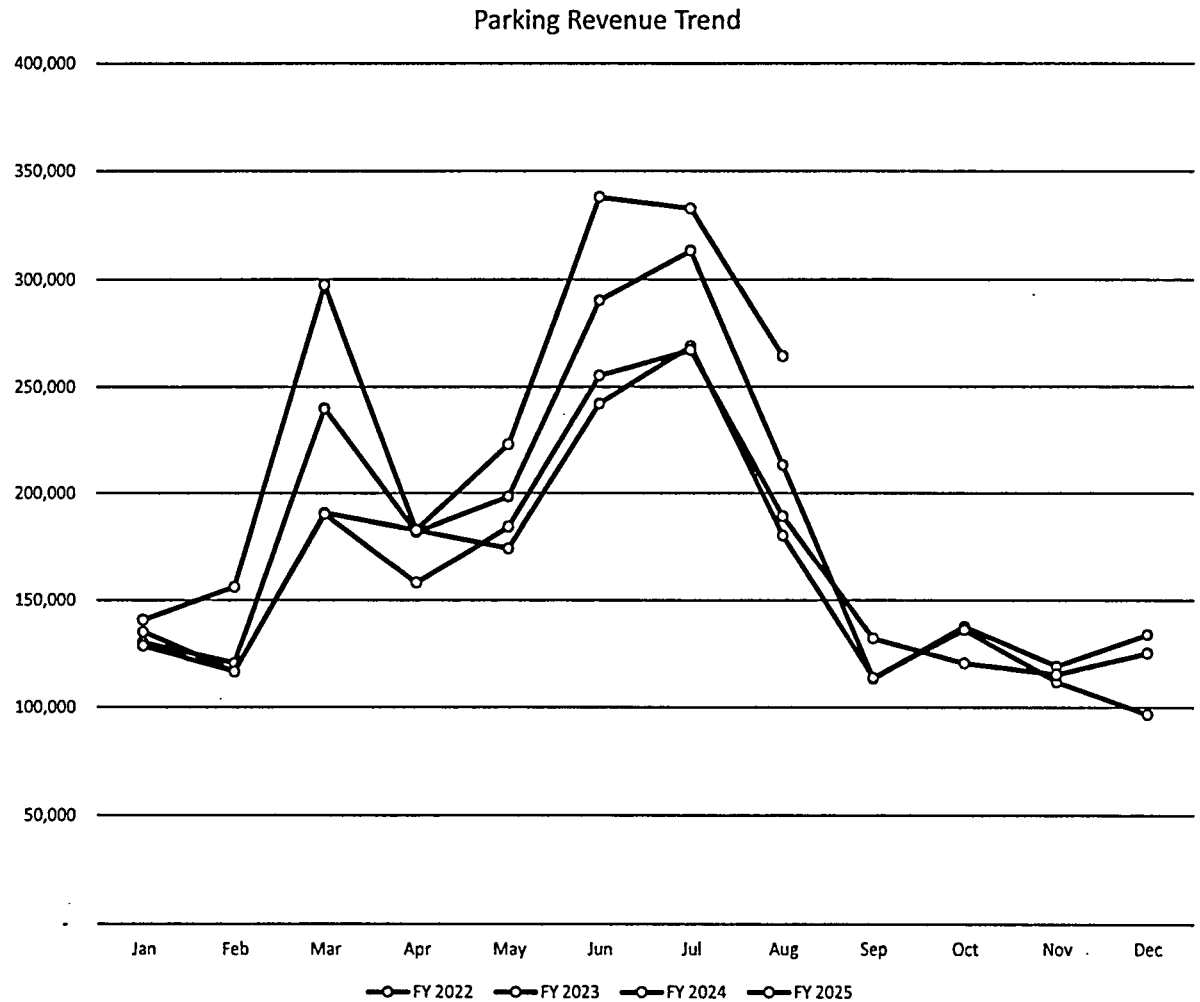
Note: The current PFC is \$3.00 per revenue passenger

	PFC
FY2022	\$487,757
FY2023	\$432,792
FY2024	\$467,658
FY2025 July	\$397,237



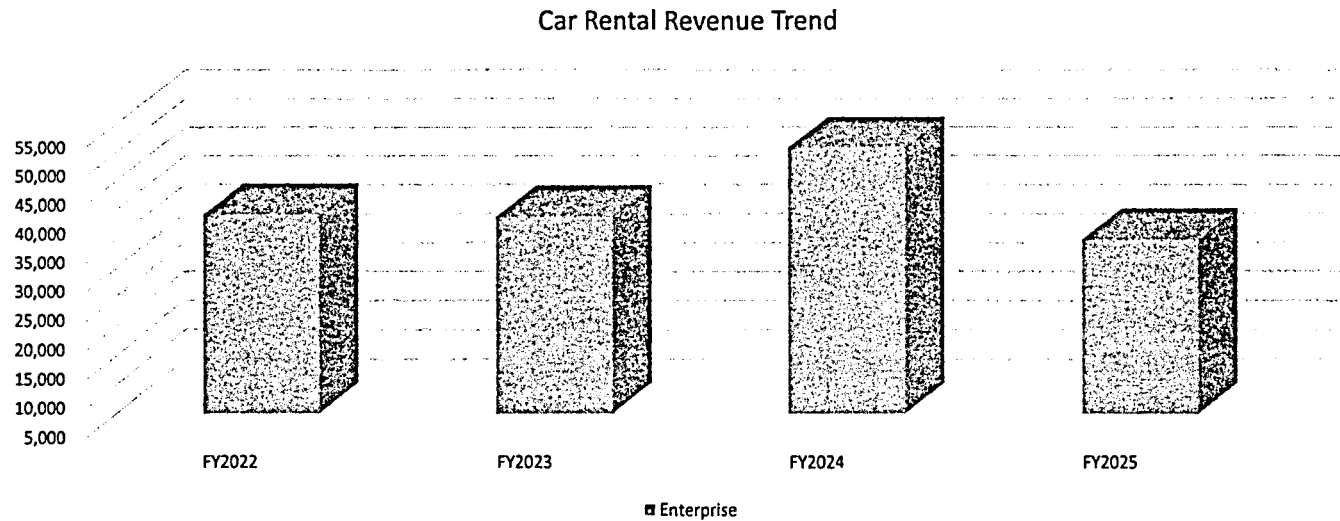
Parking Revenue

	Parking Revenue
FY2022	\$2,191,262
FY2023	\$1,949,051
FY2024	\$1,982,099
FY2025 YTD Aug	\$1,934,481



Car Rental Revenue – Enterprise (CFC)

	FY2022	FY2023	FY2024	FY2025 YTD August
Enterprise	\$39,236	\$38,873	\$50,906	\$34,957

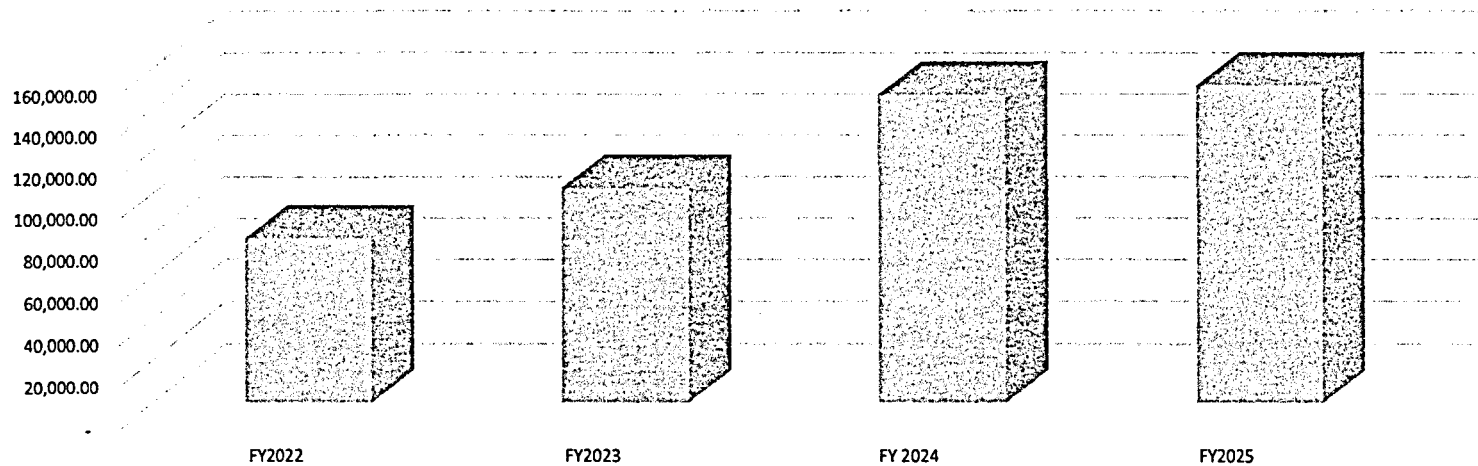


Note: All CFC revenue is restricted for car rental capital improvements (625 ILCS 5/6-305) (from Ch. 95 1/2, par. 6-305) Sec. 6-305

Concessionaire Revenue (Food & Beverage)

	FY2022	FY2023	FY2024	FY2025 (FYTD/AUGUST)
Food & Beverage Concessionaire Revenue	*\$78,804	\$103,241	\$148,272	\$152,702

Food & Beverage Revenue Trend



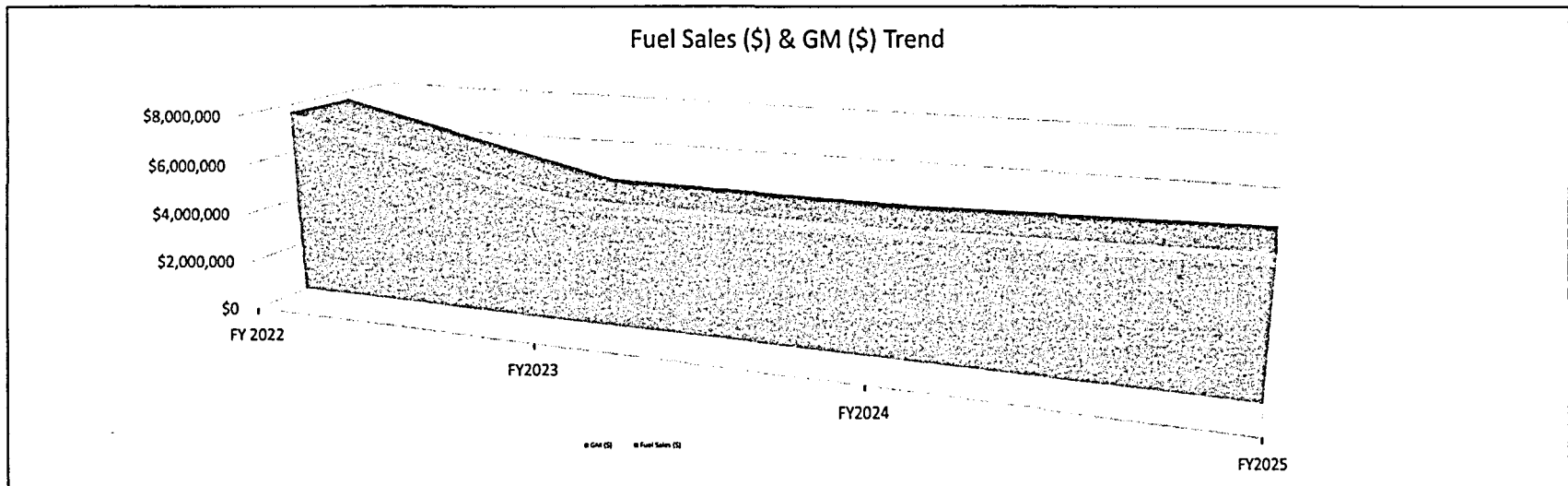
Note: Roy-el agreement expired as of 10/31/2022. A new concession agreement with Tailwind became effective as of Nov. 1, 2022 with \$100,000 minimum annual guarantee ("MAG").

Fuel Sales

	FY2022 YTD AUGUST	FY2023 YTD AUGUST	FY2024 YTD AUGUST	FY2025 YTD AUGUST
Fuel Volume (Gallons)	1,759,592	1,348,899	1,182,521	1,389,116
Fuel Sales (\$) (A)	\$7,117,770	\$4,527,283	\$4,514,046	\$4,749,315
Fuel Cost (B)	\$6,546,768	\$4,036,290	\$4,100,928	\$4,277,931
GM (\$) (A-B)	\$571,002	\$490,993	\$413,118	\$471,383
GM (%)	8%	11%	9%	10%

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

	FY2022 YTD/AUGUST	FY2023 YTD/AUGUST	FY2024 YTD/AUGUST	FY2025 YTD/AUGUST
Fuel Sales (\$)	\$7,117,770	\$4,527,283	\$4,514,046	\$4,749,315
GM (%)	8%	11%	9%	10%





Thank You.

