

Public Building Commission Meeting Minutes

November 20, 2025

The Public Building Commission of St. Clair County met in the County Board Conference Room on November 20, 2025. The meeting was called to order by Chairman Richard Sauget at 10:00 a.m.

Members Present:

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

Members Absent:

Richard Effinger
Kevin Bouse

Others Present:

Debra Moore, Director of Administration
James Brede, Director of Buildings
Darren James, Airport Director of MidAmerica St. Louis Airport
Bernard Ysursa, Attorney
Traci Firestone, Secretary
William Reichert, Architectural Design and Planning Advisor
Bob Herr, Architectural Design and Planning Advisor
Monica McMurphy, Financial Analyst
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 Brown and seconded by Commissioner Dinges, it was unanimously agreed to Approve the **Regular Monthly Meeting Minutes of October 16, 2025**.

Upon a motion by Commissioner Dinges and seconded by Commissioner Beach, it was unanimously agreed to Approve the **Regular Expense Claims Report with Payroll Ledger Report of November 26, 2025**.

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Upon a motion by Commissioner Dinges and seconded by Commissioner Beach, it was unanimously agreed to Approve the **Airport Expense Claims Report of November 26, 2025**.

Commissioner Dinges reviewed the **Monthly Budget Analysis Report for November 2025** 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 2025** and it can be available when requested in the Public Building Commission Office.

Commissioner Dinges reviewed the **2026 Flexible Annual Budget and 5 Year Plan**. Upon a motion by Commissioner Dinges and seconded by Commissioner Beach, it was unanimously agreed to Approve the **2026 PBC Flexible Annual Budget and the 5 Year Plan**. The total **2026 Flexible Budget** is \$48,757,144.00.

PBC Operations

Item #2 Approval of Wright Construction Change Orders have been removed from the Agenda.

Upon a motion by Commissioner Richter and seconded by Commissioner Brown, it was unanimously agreed to Approve the Animal Services Equipment Purchases as follows: Tri-Star Animal Housing (housing solutions) \$530,747.00; Midmark (medical equipment) \$38,393.60; and Patterson Vet (medical equipment) \$61,204.44 for a total cost of \$630,345.04. Motion carried.

Fairground Operations:

Upon a motion by Commissioner Richter and seconded by Commissioner Beach, it was unanimously agreed to Approve the G & W Engineering Proposal for additional services associated with Phase 1C redevelopment of the Fairgrounds Expo Center in the amount not to exceed \$60,000.00. Motion carried.

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Airport Operations:

Upon a motion by Commissioner Brown and seconded by Commissioner Richter, it was unanimously agreed to Approve the **2026 Airport Operating Budget** as proposed to St. Clair County (see attached).

Upon a motion by Commissioner Brown and seconded by Commissioner Beach, it was unanimously agreed to Approve and adopt the MidAmerica St. Louis Airport **2026 Rates & Charges Schedule** for FY2026 (see attached). Motion carried.

Upon a motion by Commissioner Beach and seconded by Commissioner Dinges, it was unanimously agreed to Authorize the Chairman to approve the FY2027-2031 Transportation Improvement Program for submission to the Illinois Division of Aeronautics. Motion carried.

Upon a motion by Commissioner Beach and seconded by Commissioner Richter, it was unanimously agreed to Approve a consultant agreement with Gresham Smith for professional services at a cost not to exceed \$59,000.00 and authorize the Chairman to execute the agreement when appropriate. Motion carried.

Upon a motion by Commissioner Dinges and seconded by Commissioner Richter, it was unanimously agreed to Approve a sole source contract with Republic Services for a cost not to exceed \$60,000.00 and authorize the Airport Director to execute the agreement(s) when appropriate. Motion carried.

Upon a motion by Commissioner Brown and seconded by Commissioner Beach, it was unanimously agreed to Approve and authorize the Airport Director to execute the agreement for support services from GHA Technologies, Inc. at a cost not to exceed \$43,731.52. Motion carried.

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

Upon a motion by Commissioner Beach and seconded by Commissioner Brown, it was unanimously agreed to leave the open session and go into executive session at 10:45 a.m to discuss personnel.

At 10:58 a.m. the Board returned to Open Session.

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With there being no further business to come before the Public Building Commission, Commissioner Sauget moved to adjournment. Motion by Commissioner Brown and seconded by Commissioner Dinges. Motion carried.

Meeting adjourned at 10:59 a.m.

Respectfully submitted,

Traci Firestone

Traci Firestone, Secretary

APPROVED:

Randall Sauget

CHAIRMAN



Public Building Commission St. Clair County, Illinois

November 20, 2025

Darren V. James | Airport Director





1. FY2026 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 continued strong performance in 2026 with a slight increase in the number of flights at BLV. The capacity through 2026 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, Tree Obstruction Removal, and the MetroLink Pedestrian Walkway Road Crossing.

Financial Impact: The FY2026 Airport Operating Budget includes airport revenue and expenditures to be considered for adoption by the PBC.

Motion: Adopt the FY2026 Airport Operating Budget as proposed to St. Clair County.



Airport Budget 2026

Notable 2026 Airport Projects

- Terminal Modifications – Phase 4A & B (GAF/FIS)
- Terminal Apron Expansion
- Tree Obstruction Removal – Project design in progress
- MetroLink Pedestrian Walkway – Road Crossing



MidAmerica Airport		2026
Payroll-Full time		1,659,361
Payroll-Part time		58,917
Overtime		4,260
Office expense		75,500
Permits		78,500
IT Parts & Supplies		70,295
Contractual personnel		2,201,309
Other contractual		1,734,477
Advertising & marketing		540,000
Maintenance contracts		337,084
Repair & Maintenance		1,298,290
Utilities		632,460
Operating budget:		8,690,453
Debt service		-
Major capital purchases Building Improvements		136,200
Major capital purchases-office		-
Major capital purchases-IT		252,250
Major capital purchases-Equip		50,000
Major capital purchases - Airport Special Projects		1,547,700
Capital budget:		1,986,150
Expense Totals:		10,676,603
Non-budgeted items (not included in budget totals)		
Resale fuel budget		4,856,604
Major capital purchases-Infrastructure - FAA projects		6,049,246
Major capital purchases-Infrastructure/expansion (CARES funding)		3,900,000
		14,805,850
Summary		
Salaries and Wages		1,659,361
Part-time		58,917
Overtime		4,260
Total Personnel Expenses		1,722,538
Non-Personnel Expenses		8,954,065
Total MidAmerica Airport Budget	\$	10,676,603



2. FY2026 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 FY2026.



3. IDOT – Airport Improvement Program (FY2027-2031)

Each year, the Airport is required to submit a list of proposed projects for future development of the Airport to meet forecasted requirements. The FY2027-2031 Transportation Improvement Program (TIP) submittal for MidAmerica St. Louis Airport was developed and a preliminary program was presented to IDA and FAA on October 17, 2025. Similar submittals from other airports will be aggregated by IDA to produce the IDOT FY2027-2031 Airport Improvement Program. Projects for 2026 include the Terminal Expansion Phase 4A & 4B, Terminal Apron Expansion, Tree Obstruction Removal, and Light Rail Pedestrian Access Walkway.

Financial Impact: Funding for individual projects varies and sources are indicated in the briefing paper attachment.

Motion: Authorize the Chairman to approve the FY2027-2031 Transportation Improvement Program for submission to the Illinois Division of Aeronautics.



4. Architectural Design Services for Airport Entrance & Wayfinding Signage – Gresham Smith

The MidAmerica St. Louis Airport entrance monument was initially designed and constructed when the airport opened in the mid-1990s. The monument is dated and portrays the original airport logo and branding. Airport wayfinding signage is in need of a general update, and expansion as the new MetroLink station comes on board and the extension of Airport Blvd opens a secondary entrance to the airport.

On August 12, 2025, the Airport advertised Solicitation 2025-23, Request for Qualifications for Architectural Design Services for Airport Entrance Monument and Wayfinding Signage. The project was listed on the Airport and St. Clair County websites and distributed directly to 7 potential proposers. A total of 26 firms requested the RFQ. Nine (9) SOQ's were received on September 9, 2025 from Arcturis, Ten8Group, Gresham Smith, MECO Engineering, Path EGD, Walker Consultants, FGM Architects, ASD/SKY and HOK. On October 1, 2025, the Selection Committee convened to discuss the SOQs and determined that interviews would be requested from two shortlisted firms. Gresham Smith and Arcturis were interviewed on October 7 and 8, respectively. The Committee recommended selection of Gresham Smith as the most qualified. The final scope and fee are outlined on the following slides.

Financial Impact: Funding for these activities will be provided from the Airport Operating Budget.

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

Motion: Approve a consultant agreement with Gresham Smith for professional services at a cost not to exceed \$59,000 and authorize the Chairman to execute the agreement when appropriate.



Scope of the Phase 1 work will include the following:

- A Pre-Visioning workshop with BLV, to take place virtually (Teams) with all pertinent stakeholders.
- On-site Kick-off Meeting
 - A site analysis that encompasses the exterior vehicular and pedestrian wayfinding signage along with a review of the airport entrance grading, landscaping, and lighting. The assessment and evaluation will provide a baseline for recommendations for the signage replacement strategy for BLV.
 - The Visioning Session will also be part of the kick-off meeting. The goal of the visioning session is to establish the “voice” and design direction of the airport to be communicated through the new entry feature signage.
- From the site analysis, the design team will provide an assessment report, which will include:
 - Recommendations for both static and potential need for future dynamic signage and a replacement strategy. A combination of diagrams, tables and a comprehensive pictorial inventory of existing conditions will be used to illustrate and document areas of improvement.
 - Prioritized cost benefit analysis of recommendations from the site analysis.
 - Assessment and recommendations should take into consideration the Airport development plans for future improvements and upcoming major projects.
- The assessment report will also evaluate BLV’s customer wayfinding experience through the filter of the *4 C’s of Wayfinding*: Connectivity, Continuity, Consistency and Confirmation.
- Planning and conceptual design of a new entrance monument (or flanking monuments) incorporating airport branding, visibility standards and illumination. This effort will also include conceptual recommendations for grading and landscaping, intended to simplify maintenance. A minimum of three (3) concepts for the entrance monument will be provided.
- Conceptual designs for exterior vehicular and pedestrian sign types, including:
 - Minimum three (3) exterior sign family concepts.
 - Overall dimensions of each sign type and general material and fabrication notes.
 - A “butterfly plan” showing all vehicular directional sign locations and face layouts.
 - Coordination with the anticipated construction of the new MetroLink light rail station and the extension of Airport Boulevard.
 - Consideration of integration with PARCS systems, including digital signage indicating parking spaces.
- Final Design Concept: Based on the feedback at the presentation of the preliminary concepts, a single entrance monument concept and the selected vehicular sign family will be refined. A conceptual 3D digital rendering of the selected entrance monument option will be provided.



Project Fee Proposal - Gresham Smith Wayfinding

BLV AIRPORT ENTRANCE MONUMENT AND WAYFINDING SIGNAGE

SCHEMATIC DESIGN

11/12/2025

Tasks	XDW Principal	XDW Sr Designer	XDW Designer	XDW BIM	Landscape Architect	XDW QC Reviewer	Transportation Engineer	Structural Engineer	Transportation Engineer	Total
	Jim Harding	David Park	Jake McCoy	Vern Kessinger	Kate Choi	Mark Askew	Shelley Dintelman	Alex Benz	Ryan Renfro	
1 Project setup/PM duties		4								4
2 Pre-visioning session (Teams meeting)	2	2	2		2					8
3 Visioning development	2	8	8		8					26
4 Site visit/analysis & visioning session	8	16			16		4	4		48
5 Assessment of existing signage & development of replacement strategy	2	16	8						4	30
6 Preliminary concept sketches of entry feature	4	24	4		24					56
7 Preliminary concept sketches of site wayfinding signage	4	8	16							28
8 Preliminary concept presentation at BLV		16			2					18
9 Final concept design drawings of selected option	4	20								24
10 Sketchup modeling of selected option (entry feature only)		4	24		16					44
11 Final concept design presentation (Teams meeting)	2	2	2		2					8
12 Attend to client comments & finalize assessment/replacement strategy report		8	16							24
13										0
14										0
Subtotal Hours	28	128	80	-	70	-	4	4	4	318
Raw Rate	\$ 94.47	\$ 68.27	\$ 32.69	\$ 36.30	\$ 46.67	\$ 63.94	\$ 90.52	\$ 67.31	\$ 49.52	
Billing Rate	\$ 283.41	\$ 204.81	\$ 98.08	\$ 108.90	\$ 140.01	\$ 191.82	\$ 271.56	\$ 201.93	\$ 148.56	
Subtotal Direct Labor	\$ 7,935.48	\$ 26,215.37	\$ 7,846.15	\$ -	\$ 9,800.70	\$ -	\$ 1,086.24	\$ 807.72	\$ 594.24	\$ 54,285.91



5. AFFF Disposal / Equipment Requirements – Republic

As required by the FAA, BLV has used ARFF (Aircraft Rescue and Firefighting) trucks filled with Aqueous Film Forming Foam (AFFF) since the airport's opening in 1998. Due to environmental concerns, Congress directed the FAA in December 2022 to prepare a transition plan to ensure an orderly move from AFFF to Fluorine Free Foam (F3) for aircraft firefighting. The State of Illinois, has taken steps toward the elimination of PFAS containing AFFF through the PFAS Reduction Act (Public Act 102-0290), effective January 1, 2022. There are many steps toward transitioning from AFFF to F3. In July 2025, the PBC approved a step with the purchase of F3 for MidAmerica's ARFF trucks.

Since Rockford International Airport (RFD) utilized Republic Services, BLV contacted Republic Services and received a proposal for disposal. The proposal is approximate as it is based on approximate quantities. The total disposal needs include AFFF stockpiled for future use, AFFF within the trucks, AFFF laden rinse water, and some F3 which must be sprayed and collected as part of the truck testing. The anticipated costs is \$60,000 with \$25,247.30 for disposal of AFFF and AFFF laden rinse water based on approximate quantities, \$19,373.51 for rental of a 20,000 gal frac tank and associated cleaning and disposal for testing of the F3, and an additional \$15,379.19 (~34%) as contingency due to the unknown quantities generated.

Financial Impact: Project will be funded from the Airport Operating Budget; future potential for Grant reimbursement.

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

Motion: Approve a sole source contract with Republic Services for a cost not-to-exceed \$60,000 and authorize the Airport Director to execute the agreement(s) when appropriate.

6. Support Services Procurement – GHA Technologies

In 2022, as part of the Terminal Modifications project, 27 new Cisco network switches were purchased and installed as backbone components for a Converged Airport/Security Network (CASN) at the Airport. These switches replaced existing equipment and serve new IT rooms in the expanded terminal building and includes the Video Surveillance System (VSS), Access Control System (ACS), Public Address (PA) system, and the Flight/Baggage Information Displays (FIDS/BIDS).

The support for this equipment was covered under a 3-year SmartNet support agreement that was included with the initial procurement. The proposal from GHA Technologies covers the support services for the 27 switches and aligns the support period so that all equipment has the same end date for support services.

The quotation was provided to the Airport by the St. Clair County IT Department. The IT Department solicited and reviewed the quotation from GHA Technologies, Inc., which is the IT Department's preferred vendor to manage the Cisco account.

Support includes hardware replacement and technical support for 27 switches associated with the Cisco SmartNet.

Financial Impact: The Support Services are included in the FY26 Airport Operating Budget.

Motion: Approve and authorize the Airport Director to execute the agreement for support services from GHA Technologies, Inc. at a cost not to exceed \$43,731.52.

BLV

Airport Update



MidAmerica
ST. LOUIS AIRPORT



Top Illinois Airports (per enplanements - September 2024 - August 2025)

Locid	City	Airport Name	S/L	Hub	2024 Rank	State Rank DOT (September 2024 - August 2025)	Enp DOT (September 2024 - August 2025)	Allegiant Total Passengers (September 2024 - August 2025)
CRD	Chicago	Chicago O'Hare International	P	L	4	1	30,072,680	528
MDW	Chicago	Chicago Midway International	P	L	31	2	8,333,789	121,793
FIA	Peoria	General Downing - Peoria International	P	N	168	3	358,540	343,569
MLI	Moline	Quad Cities International	P	N	169	4	317,145	141,627
SLV	Bellefontaine	Scott AFB/Midamerica St Louis	P	N	205	5	175,558	345,058
BNI	Bloomington-Normal Airport	Central IL Regional/Bloomington-Normal	P	N	202	6	145,410	71,738
RFD	Rockford	Chicago/Rockford International	P	N	214	7	131,453	271,473
CMI	Savoy	University of Illinois/Millard	P	N	242	8	79,202	377
SP1	Springfield	Abraham Lincoln Capital	P	N	271	9	45,902	35,295
DEC	Decatur	Decatur	P	N	386	10	11,323	0
MWA	Marion	Veterans Airport of Southern Illinois	P	N	377	11	10,658	1,042
UIN	Quincy	Quincy Regional-Baldwin Field	CS	None	493	12	3,650	0



Enplanements

MidAmerica St. Louis Airport
Monthly Passenger Enplanements

Month	2026				2025				2024				2023				2022		
	Departures	Enp	Avg Enp	Load Factor ³	Departures	Enp	Avg Enp	Load Factor ³	Departures	Enp	Avg Enp	Load Factor ³	Departures	Enp	Avg Enp	Load Factor ³	Departures	Enp	Avg Enp
Jan	78	10,995	141.0		62	8,546	137.8	80%	58	7,908	136.3	78%	56	8,327	148.7	86%	63	7,456	118.3
Feb	86	12,857	149.6		79	11,303	143.1	83%	55	8,174	149.6	85%	53	8,329	157.2	90%	61	8,425	138.1
Mar	137	20,098	146.7		144	20,043	139.2	80%	92	13,585	147.7	86%	91	13,945	153.2	90%	108	16,315	151.1
Apr	100	13,488	134.9		93	12,768	137.3	81%	85	11,117	130.8	77%	95	12,974	136.6	81%	102	14,392	141.1
May	110	16,406	149.1		137	19,839	144.8	82%	98	15,164	154.7	89%	93	13,754	147.9	87%	107	16,226	151.6
Jun	148	22,714	153.5		177	25,945	146.6	84%	142	21,589	152.0	85%	125	20,225	161.8	90%	143	22,390	156.6
Jul	151	24,029	159.1		178	28,319	159.1		144	22,201	154.2	85%	131	21,501	164.1	90%	155	24,300	156.8
Aug	107	14,607	136.5		134	18,363	137.1		101	13,373	132.4	75%	84	11,766	140.1	77%	99	13,442	135.8
Sep	68	9,494	139.6		83	11,086	133.6		66	9,015	136.6	81%	55	8,178	148.7	88%	57	8,220	144.2
Oct	77	10,561	137.2		86	11,789	137.1		73	9,660	132.3	78%	70	9,943	142.0	86%	72	9,964	138.4
Nov	71	9,743	137.2		78	10,837	138.9		73	9,483	129.9	76%	61	8,713	142.8	85%	62	8,931	144.0
Dec	82	12,227	149.1		100	15,040	150.4		84	11,973	142.5	83%	62	9,573	154.4	90%	82	12,649	154.3
TOTAL	1215	177,229	145.9		1351	193,832	143.5	82%	1071	153,242	143.1	82%	976	147,228	150.8	87%	1111	162,710	146.5

FAA Total CY Enplaned Passenger Data

152,632 147,421

162,819

Legend

Departures based on Allegiant schedule.

Departures calculated based on average of previous three year's departures per month

Passenger enplanements projected utilizing average of three previous year's average enplanements per departure per month applied to scheduled departures.

Notes

1. Future enplanements projected utilizing previous year's number of scheduled departures and average of three previous year's enplanements per departure.

2. FAA TAF (updated January 2025) for FY 2025 is 178,199 and FY 2026 is 179,027. This equates to a CY 2025 forecast of 178,406 and CY 2026 forecast of 179,239.

3. Load factor for departures only calculated from T-100 Segment data.



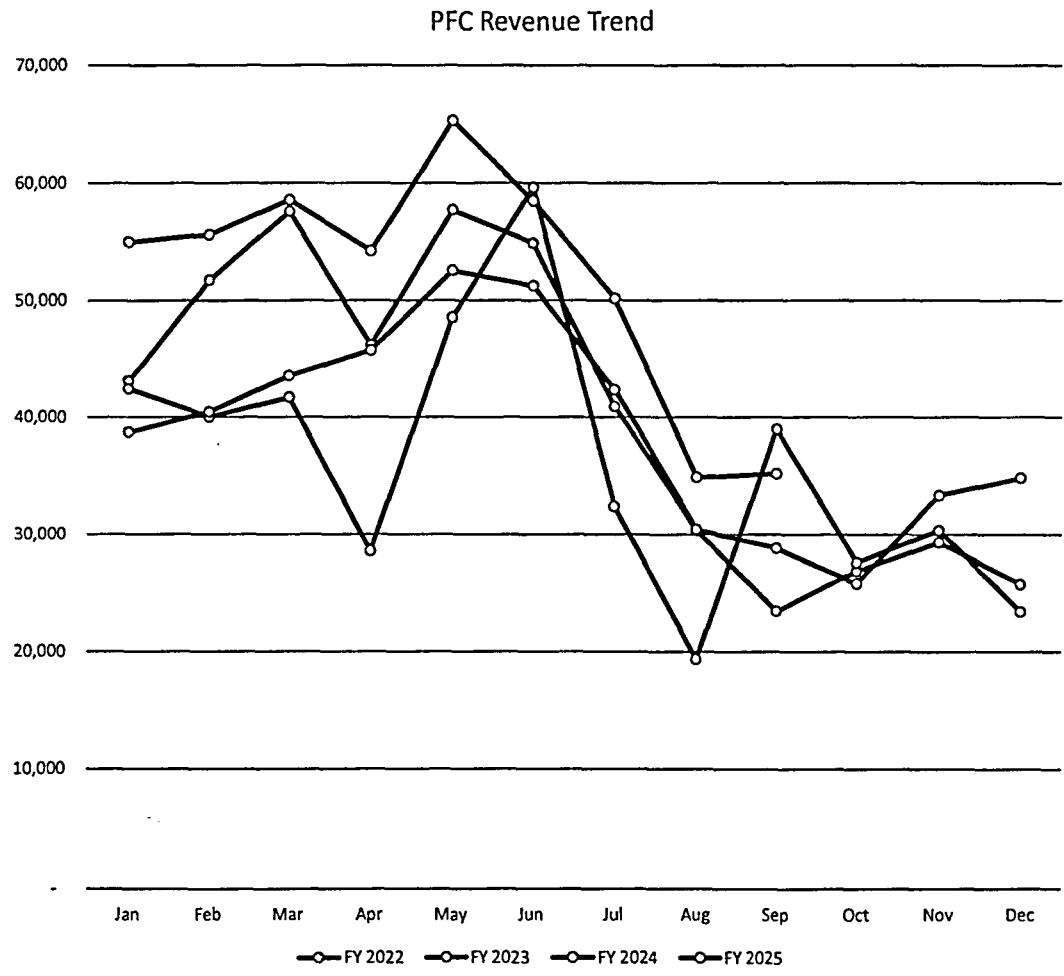
Terminal Modification



Passenger Facility Charge (PFC)

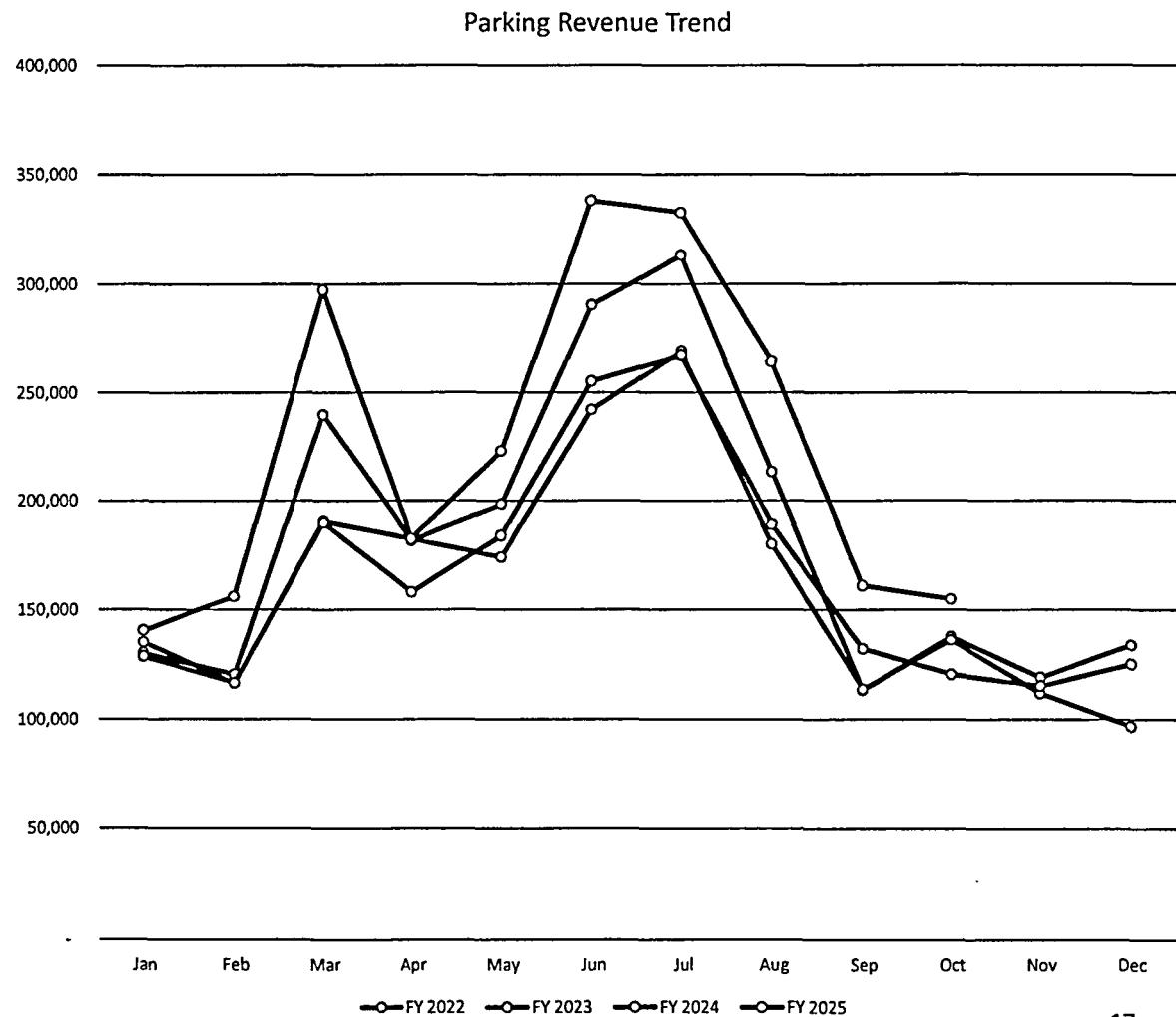
Note: The current PFC is \$3.00 per revenue passenger

PFC	
FY2022	\$487,757
FY2023	\$432,792
FY2024	\$467,658
FY2025 September	\$467,217



Parking Revenue

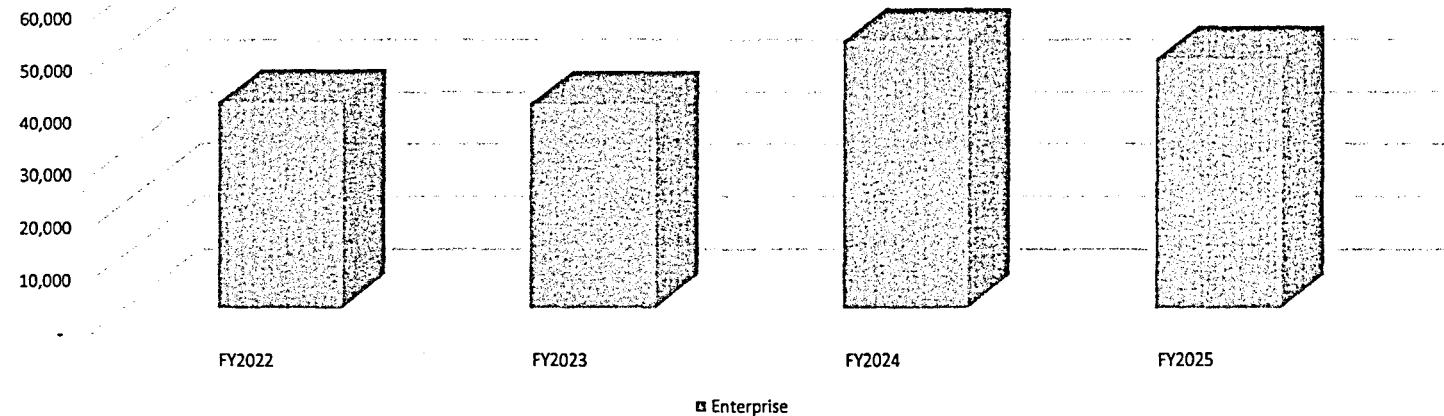
Parking Revenue	
FY2022	\$2,191,262
FY2023	\$1,949,051
FY2024	\$1,982,099
FY2025 YTD Oct	\$2,250,684



Car Rental Revenue – Enterprise (CFC)

	FY2022	FY2023	FY2024	FY2025 YTD October
Enterprise	\$39,236	\$38,873	\$50,906	\$47,459

Car Rental Revenue Trend



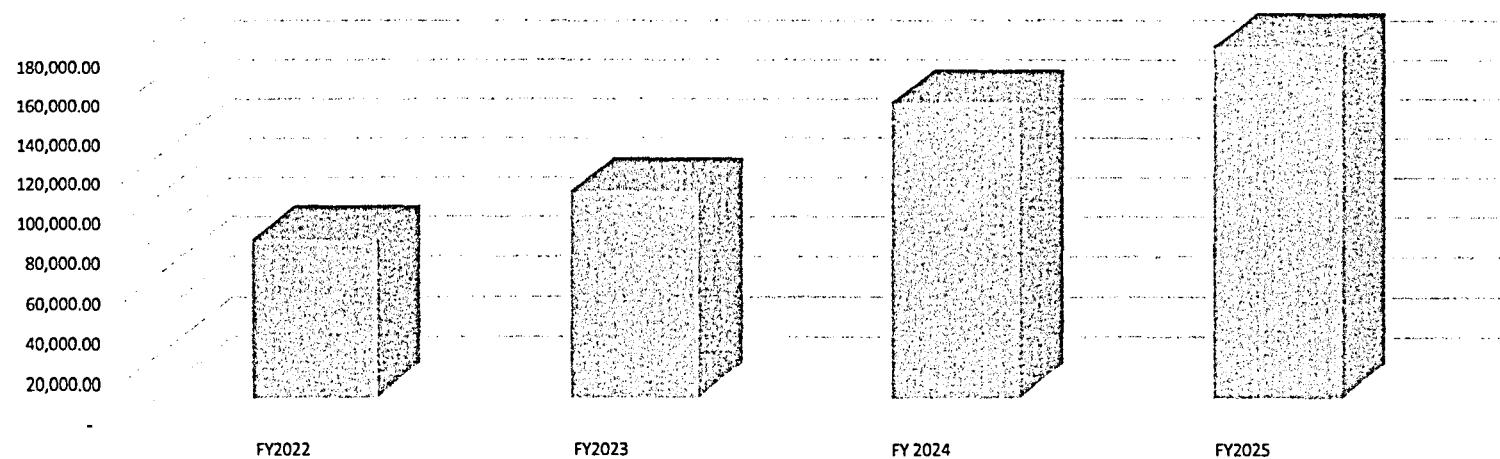
Note: All CFC revenue is restricted for car rental capital improvements (625 ILCS 5/6-305) (from Ch. 95 1/2, par. 6-305) Sec. 6-305

Concessionaire Revenue (Food & Beverage)

	FY2022	FY2023	FY2024	FY2025 (YTD 09/30/23)
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Food & Beverage Concessionaire Revenue	*\$78,804	\$103,241	\$148,272	\$177,145
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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 October	FY2023 YTD October	FY2024 YTD October	FY2025 YTD October
Fuel Volume (Gallons)	2,039,170	1,543,456	1,568,508	1,868,699
Fuel Sales (\$) (A)	\$8,306,797	\$5,263,091	\$5,086,994	\$5,440,518
Fuel Cost (B)	\$7,614,550	\$4,709,080	\$4,637,820	\$4,878,712
GM (\$) (A-B)	\$692,246	\$554,012	\$449,174	\$561,806
GM (%)	8%	11%	9%	10%

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

	FY2022 YTD October	FY2023 YTD October	FY2024 YTD October	FY2025 YTD October
Fuel Sales (\$)	\$8,306,797	\$5,263,091	\$5,086,994	\$5,440,518
GM (\$)	8%	11%	9%	10%

