

**REGULAR MEETING OF THE
MONTEREY PENINSULA AIRPORT DISTRICT
BOARD OF DIRECTORS**

October 12, 2016 10:00 AM

**Board Room, 2nd Floor of the Airport Terminal Building
200 Fred Kane Drive, Suite 200
Monterey Regional Airport**

(Unless you are a public safety official, please turn off your cell phone or place it on vibrate mode during the meeting. Thank you for your compliance.)

A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS (10:15AM - 11:15AM Est.)

1. Air Service Development Presentation by Joseph Pickering, Mead and Hunt

D. PUBLIC COMMENTS

Any person may address the Monterey Peninsula Airport District Board at this time. Presentations should not exceed three (3) minutes, should be directed to an item **NOT** on today's agenda, and should be within the jurisdiction of the Monterey Peninsula Airport District Board. Though not required, the Monterey Peninsula Airport District Board appreciates your cooperation in completing a speaker request form available on the staff table. Please give the completed form to the Monterey Peninsula Airport District Secretary. Comments concerning matters set forth on this agenda will be heard at the time the matter is considered.)

E. CONSENT AGENDA – ACTION ITEMS (11:15AM - 11:30AM Estimated)

(The Consent Agenda consists of those items which are routine and for which a staff recommendation has been prepared. A Board member, member of the audience or staff may request that an item be placed on the deferred consent agenda for further discussion. One motion will cover all items on the Consent Agenda. The motion to approve will authorize the action or recommendation indicated.)

- Approve 1. [Minutes of the Regular Meeting of September 14, 2016](#)

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

G. REGULAR AGENDA – ACTION ITEMS

(11:30AM - 12:30AM Estimated)

- Presentation 1. [Report to Board by Director Miller: 2016 ACI-NA / World Annual Conference, Montreal](#)
- Presentation 2. Safety Enhancement Project - EA/EIR Schedule by Jim Harris, Coffman and Associates

H. ACCEPTANCE OF DEPARTMENT REPORTS

(12:30PM - 1:00PM Estimated)

[*\(The board receives department reports which do not require any action by the board\)*](#)

I. BOARD COMMITTEE REPORTS

(1:00PM - 1:15PM Estimated)

(Report on meetings attended by Board Members at Monterey Peninsula Airport District's expense - AB1234)

- a. Standing Committees:
 - i. Local Jurisdiction Liaison Directors Leffel & Nelson
 - ii. Budget and Finance Directors Sabo & Leffel
 - iii. Air Service, Marketing, Community Relations Directors Miller & Nelson
- b. Ad-Hoc Committees:
 - i. Community Affairs Directors Sabo & Leffel
 - ii. Airport Property Development & Leases Directors Nelson & Miller
 - iii. Noise Mitigation Directors Sabo & Nelson
- c. Liaison/Representatives:
 - i. Local Agency Formation Commission Director Leffel Alt: Searle
 - ii. Regional Taxi Authority Director Leffel Alt: La Pier
 - iii. Transportation Agency for Monterey County Director Sabo Alt: Nelson
 - iv. Water Management District (Policy Advisory) Director Leffel Alt: Searle
 - v. Special Districts Association Liaison Director Miller

J. CLOSED SESSION

1. **ANTICIPATED LITIGATION** (Government Code section 54956.9(d)(2)) the Board will meet with the Executive Director and District Counsel regarding anticipated litigation – one case.
2. **LABOR NEGOTIATIONS** (Government Code section 54957.6) the Board will meet with the Executive Director, Deputy Executive Director of Finance and Administration and District Counsel to discuss labor negotiations for the following represented groups: All MPAD Employee Bargaining Units.

K. RECONVENE TO OPEN SESSION

L. PENDING REQUESTS FOR FUTURE AGENDA ITEMS

M. DISCUSSION OF FUTURE AGENDAS

(Any Board member may request the Board of Directors to instruct staff to report back to the Board at a future meeting concerning any matter or place a matter of business on a future agenda. Approval of such requests will be made by motion.)

N. ADJOURNMENT

AGENDA DEADLINE

All items submitted by the public for possible inclusion on the Board Agenda or in the Board packet must be received by 5:00 P.M. on the Friday before the first Wednesday of the month. This agenda is subject to revision and may be amended prior to the scheduled meeting. A final Agenda will be posted outside the District Offices in the Terminal Building at the Monterey Regional Airport 72 hours prior to the meeting.

Upon request and where feasible, the Monterey Peninsula Airport District will provide written agenda materials in appropriate alternate formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. In order to allow the District time within which to make appropriate arrangements, please submit a written request containing a brief description of the materials requested and preferred alternative format or auxiliary aid or service desired as far as possible in advance of the meeting. Requests should be sent to the District Secretary at 200 Fred Kane Drive, Suite 200, Monterey, California 93940.

**MINUTES OF THE REGULAR MEETING OF THE MONTEREY PENINSULA AIRPORT DISTRICT
BOARD OF DIRECTORS**
September 14, 2016 10:00 AM, BOARD ROOM

A. CALL TO ORDER/ROLL CALL

Chair Leffel called to order the Regular Meeting of the Board of Directors at 10:02am. Directors Miller, Nelson and Sabo were present. Director Searle was absent. The following District Officers were present: Executive Director La Pier, District Counsel Huber, Acting Board Secretary Porter and Deputy Executive Director Bergholz.

B. PLEDGE OF ALLEGIANCE

Director Nelson led the Pledge of Allegiance.

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

1. Presentation of the Proclamation in Recognition and Appreciation of McCall Events, Inc.

Michael La Pier, Executive Director, distributed an amended staff report for Agenda Item G.2 and stated that the only changes were a few references to FY16 which were changed to FY17.

Director Sabo extended a thank you to Ken Griggs, Michael La Pier and staff for their work and corrective action in resolving the issues with cancellations due to the navigational aid at Salinas Airport being down.

Chair Leffel addressed Director Searle's absence and relayed his regrets for not being present.

D. PUBLIC COMMENTS

None.

E. CONSENT AGENDA – ACTION ITEMS

- | | |
|---------|--|
| Approve | 1. Minutes of the Special Meeting Air Carrier Service, Marketing and Community Relations Committee of August 4, 2016 |
| Approve | 2. Minutes of the Special Meeting of the Property Development and Leases Committee of August 4, 2016 |
| Approve | 3. Minutes of the Regular Meeting of August 10, 2016 |

Director Sabo moved to approve Items E.1, E.2 and E.3. Director Miller seconded the motion. The motion passed unanimously.

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

G. REGULAR AGENDA – ACTION ITEMS

Presentation 1. Impact of Changes to Cease and Desist Order on Water Management by David Stoldt, Monterey Peninsula Water Management District

David Stoldt, Monterey Peninsula Water Management District, presented Item G.1 and answered questions from the Board.

Adopt 2. Resolution No. 1670, A Resolution Amending Resolution No. 1655, A Resolution Authorizing and Approving the Fiscal Year 2016 Salary Schedule Listing Salary Ranges and Pay Steps for the Monterey Peninsula Airport District

Michael La Pier, Executive Director, presented Item G.2.

Director Sabo moved to adopt Resolution No. 1670. Director Nelson seconded the motion. The motion passed by a roll call vote of 3:1.

RESOLUTION NO. 1670

A RESOLUTION AMENDING, AUTHORIZING AND APPROVING THE FISCAL YEAR 2017 SALARY SCHEDULE LISTING SALARY RANGES AND PAY STEPS AS ATTACHED

WHEREAS, the Monterey Peninsula Airport District has witnessed the retirement of several senior staff members during the two first quarters of 2016, and the recent resignation of the Marketing and Public Relations Coordinator; and

WHEREAS, the Executive Director has determined that the realignment of duties for these positions created the need for the position of Senior Manager for Development and Environmental and the elimination of the Human Resources/Risk Manager, Marketing/Public Relations Coordinator, and Planning Manager/Grants positions; and

WHEREAS, the adopted salary schedule must be amended to reflect the newly eliminated and newly created positions for FY 2017,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: The compensation of all employees of the Monterey Peninsula Airport District as set forth and prescribed in the 2017 Amended Salary Schedule, Listing Salary Ranges and Pay Steps as amended is hereby approved and adopted. A copy of said schedule is attached hereto and made a part thereof by reference as though the same were set forth in full herein.

AND BE IT FURTHER RESOLVED: That there be filed in the office of said District, said Salary and Pay Step Schedule in accordance with public law and designated "Monterey Peninsula Airport District Fiscal Year 2017 Amended Salary Schedule", listing salary ranges and pay steps.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 14th day of September, 2016, by the following roll call vote:

AYES:	DIRECTORS:	Miller, Nelson, Sabo
NOES:	DIRECTORS:	Chair Leffel
ABSTAIN:	DIRECTORS:	None
ABSENT:	DIRECTORS:	Searle

Approve 3. Approval of Amendment to Lease Between Monterey Peninsula Airport District and Tioga Land Company

Michael La Pier, Executive Director, presented Item G.3.

Public Comment: Don Parmiter, Managing General Partner of Tioga Land Company, provided the Board with a brief description of the company's original proposal and history as a tenant.

Director Nelson moved to approve the Amendment to Lease Between Monterey Peninsula Airport District and Tioga Land Company. Chair Leffel seconded the motion. The motion passed by a roll call vote of 4-0.

Approve 4. Monterey Peninsula Airport District Pilot Sick Leave Program

Michael La Pier, Executive Director, presented Item G.4.

Director Miller moved to approve the Monterey Peninsula Airport District Pilot Sick Leave Program. Director Nelson seconded the motion. The motion passed by a roll call vote of 3-1.

Adopt 5. Resolution No. 1671, A Resolution of the Monterey Peninsula Airport District Authorizing Incentive Payment to Michael La Pier

Scott Huber, District Counsel, presented Item G.5.

Director Sabo moved to adopt Resolution No. 1671. Director Miller seconded the motion. The motion passed by a roll call vote of 4-0.

MONTEREY PENINSULA AIRPORT DISTRICT RESOLUTION NO. 1671

A RESOLUTION OF THE MONTEREY PENINSULA AIRPORT DISTRICT AUTHORIZING INCENTIVE PAYMENT TO MICHAEL LA PIER

BE IT HEREBY RESOLVED by the Monterey Peninsula Airport District as follows:

1. Michael La Pier received a positive performance evaluation at the August 10, 2016 Board Meeting.
2. Pursuant to Section 5 of the Employment Agreement between the Monterey Peninsula Airport District and Michael La Pier, the Board authorizes a one-time incentive payment to Michael La Pier in the amount of \$10,000.
3. The District Secretary shall attest to the adoption of this Resolution.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA
AIRPORT DISTRICT:** This 14th day of September, 2016, by the following roll call vote:

AYES:	DIRECTORS:	Miller, Nelson, Sabo, Chair Leffel
NOES:	DIRECTORS:	None
ABSTAIN:	DIRECTORS:	None
ABSENT:	DIRECTORS:	Searle

H. ACCEPTANCE OF DEPARTMENT REPORTS

(The board receives department reports which do not require any action by the board)

I. BOARD COMMITTEE REPORTS

(Report on meetings attended by Board Members at Monterey Peninsula Airport District's expense - AB1234)

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 - i. Local Agency Formation Commission Director Leffel Alt: Searle
 - ii. Regional Taxi Authority Director Leffel Alt: La Pier
 - iii. Transportation Agency for Monterey County Director Sabo Alt: Nelson
 - iv. Water Management District (Policy Advisory) Director Leffel Alt: Searle
 - v. Special Districts Association Liaison Director Miller

J. CLOSED SESSION

1. **PUBLIC EMPLOYEE EVALUATION** (Government Code Section 54957(b)) The Board will meet to consider the evaluation of performance related to the following position: Executive Director

K. RECONVENE TO OPEN SESSION

Chair Leffel reported that no action was taken during Closed Session.

L. PENDING REQUESTS FOR FUTURE AGENDA ITEMS

- *Strategic Plan Schedule*

The Board will receive a Strategic Plan Update in January.

M. DISCUSSION OF FUTURE AGENDAS

No new items were added.

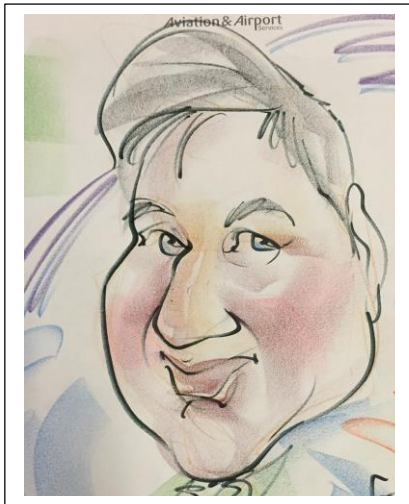
N. ADJOURNMENT

The meeting adjourned at 2:22pm.

**Report to the Board, attendance ACI-NA Annual Conference
September 24-28, 2016, Montreal, Canada**

ATTACHMENTS

1 Conference Agenda



Carl and Matt's excellent adventure

Directors Carl Miller and Matt Nelson attended the ACI-NA Conference in Montreal, Canada from September 24 to 28, 2016. Even though this year's conference was in Canada, costs were comparable with other conferences and perhaps lower due to the very favorable exchange rate of \$1.32 CD for every \$1 USD. The conference was one of the largest; with over 2,300 registered attendees from 60 countries, and 263 exhibit booths. During the conference we attended the opening session, two (2) general sessions, individual training sessions and a committee meeting and special dinner just for airport commissioners. The conference also allowed directors to meet with several of our contractors and vendors and discuss the future at MRY. See attached agenda.

For purposes of this report, I'll focus on just a few topics that are of interest/relevance to Monterey Airport (MRY).

POLITICAL:

In addition to its other roles, ACI and AAAE are lobbying groups for Airports. First there was an acknowledgement that due to the presidential race there was no likelihood that any progress will be made on anything this year, but there was much hope for next year.

1. PFC: For the first time there was optimistic talk of getting PFC reform next year. Both ACI and AAAE have been targeting republican lawmakers who in the past have resisted raising the PFC. Republican Congressmen David Jolly (R. FL), Thomas Massie (R. KY) and Gus Bilirakis (R. FL) have introduced H.R. 5563, "Restoring Local Control of Airports Act 2016," which will raise the PFC cap currently at \$4.50. ACI is requesting we write letters of supports to any local republican congressmen.
Impact on MRY: For every \$1 increase in PFC, MRY receives approximately \$200,000.

Recommendation: MRY Board send a letter of support for HR5563 to area congressman Jeff Denham (R. CA 10th) who sits on the Transportation and Infrastructure committee. We should also ask him to consider co-signing the bill.

2. Airport Improvement Program (AIP): The AIP continuing resolution will expire next month, but is anticipated to be renewed. Currently there is about \$6 billion a year in the AIP trust fund (user fees). However, it is estimated that airports in the US require about \$15 billion a year just to maintain them, without counting major capital improvement projects (CIP). AIP is just one of our funding sources, but there currently is a shortfall counting all funding options. The hope is next year congress will approve a permanent one.

Impact on MRY: Future funding for AIP/CIP at MRY is dependent on Washington DC.

Recommendations: Stay politically involved through ACI/AAAE, support favorable legislation.

3. Airport Take Overs: Jackson Mississippi Airport (JAN) and Charlotte No. Carolina (CLT) have been targets of hostile takeover attempts by their state government. Reasons and suspicions differ, but politics and land use issues are the chief reasons. Both attempts have been blocked by FAA and the court for now, but worries persist.

Impact on MRY: None at this time, just a cautionary tale.

Recommendations: FYI

PILOT SHORTAGE:

Nothing new to report from last year except that the shortage continues. The main culprit is the congressional mandate requiring 1500 of flight time for commercial pilots making it no longer cost feasible to enter the profession. Cost to obtain a commercial airline pilot certificate is estimated at over \$100,000. Regional carriers, like the ones who service MRY are the hardest hit because their pay is typically very low. There are currently 104,000 airline/commercial pilots in the USA. Mainly due to mandatory retirement at age 65, about 5,000 pilots are needed each year. The deficit keeps growing and it is estimated that by 2022 we will have a unfilled pilot vacancy of approximately 15,000. So far neither the airline industry nor the FAA are addressing this problem as a group.

Impact on MRY: Pilot shortages hit the regional carriers the hardest. Already MRY has seen fewer flights, but bigger aircraft. The danger is that our market that could support a 50 seat aircraft may not be able to support a 76+ seat aircraft.

Recommendations: FYI and monitor.

RETAIL SALES:

We are limited at MRY due to size restraints and existing contacts in our ability to introduce any sort of retail sales. There are however two vending machine opportunities that both director Nelson and I think would be good fits for our airport. One is the Fuel Rod portable electronic device batteries that sell for \$20 and comes with all necessary cables. The vending machine has less than a 2 foot square footprint and allows the owner to exchange old batteries for new freshly charged ones at no cost. Fuel Rod machines exist at our connecting airports in San Diego (SAN) and Las Vegas (LAS), with anticipated placement at Phoenix (PHX) and Los Angeles (LAX) in the near future. See <https://www.youtube.com/watch?v=QX2UscMug2I> for further information. No service requirements from MRY employees.

Swyft store, located in San Francisco, are high-end, high-tech electronic vending machines. Their representatives were impressed with our demographics and thought their products would do well at MRY. The machines are small, 1 foot deep by 4 foot wide for a single and 7 foot for a double, 5 feet tall. See <https://www.youtube.com/watch?v=YaulYidlk6o> for further information. No service requirements from MRY employees. Contact Brian Levin, (661)904-9715, brianl@swyftstore.com

Impact on MRY: Better service to our customers and revenue sharing from the vendors.

Recommendations: Have staff research the feasibility of installing either or both products at MRY.



Can you find MRY on either of these cutouts? Hint do not confuse with MYR?

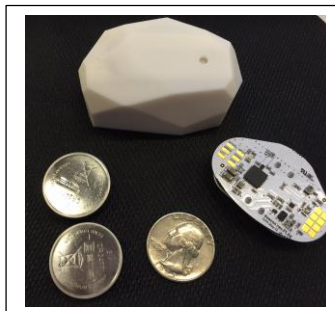
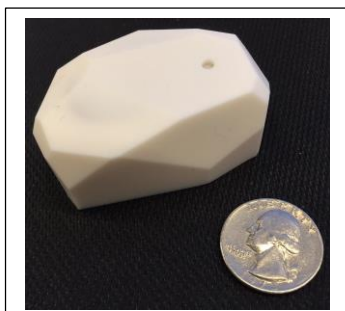
TAXI CAB TECHNOLOGY:

At present, MRY is spending \$135,000 for a taxi starter. One of the main roles of the starter is to individually scan taxi cabs as they pick-up or deliver for future billing of our \$3 fee. Executive Director La Pier wishes to use technology to reduce these costs. Available technologies are:

RFID: Is radio frequency identification. This is similar to the anti-shoplifting scanners used at retail stores. Using stickers on windshields (or other locations) overhanging antennas can record taxis coming or going without a person. This is older technology, but is still widely used and is very affordable and dependable. RFID works with our current gatekeeper Taxi software.

Cell: Using a cellular transmitter to track the comings and goings of taxi is similar to what Uber is currently doing at MRY. Cellular is very reliable, but expensive for the equipment and the service. Currently Uber pays for their technology.

Bluetooth Beacons: This is the latest technology. By using inexpensive beacons and scanners as simple as an iPad, taxis could be tracked. Beacons sell for around \$10-\$20 and their batteries last for about 3 years. See pictures of one such beacon below



Impact on MRY: Improving Taxi tracking technology at MRY would result in immediate cash savings of tens of thousands of dollars in the first year and over a hundred thousand in subsequent years.

Recommendations: Given our situation at MRY, we recommend expanding our existing RFID to include automated taxi counting. Cost could be anywhere from \$65,000 to \$100,000, but offers the most affordable and reliable system which is 100% compatible with our current gatekeeper taxi software. It is also our recommendation that staff investigates and reports back to the board.

Contacts: Lynn Richardson, Gatekeeper CEO. Lynn also oversaw the taxi concession at Minneapolis-Saint Paul (MSP) Airport as an employee for many years. Lynn can assist in the design/placement and equipment recommendations. Lynn Richardson, Gatekeeper Inc, ldr@gksys.com, (651) 365-0700.

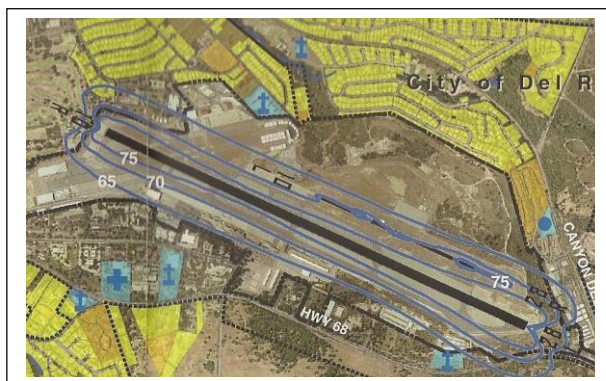
Howard Paige, PE, from Arora Engineers, hpaige@aroraengineers.com, (408) 655-5026, will be forwarding other concepts to ED LaPier.

FAA NOISE LEVELS:

Current FAA noise standards are 65dB, however it is widely anticipated that the recommendation will be to lower it to 60dB following a study which will be concluding soon. Our airport has very few high noise corridors as indicated in our last noise study conducted in 2007 (see map below); however, we did not check for a 60dB level, nor did we check the area associated with our new FAA eastward approaches. Following the study's release, a series of workshops will be held around the county before congress/FAA mandate any changes.

Impact on MRY: It's safe to say that 60dB noise levels are a few years away. However, if mandated, MRY should conduct a new study and soundproof any effected properties.

Recommendations: FYI, monitor.



GUEST EXPERIENCE SURVEYS:

ACI is compiling a model "guest experience survey" which will have some objective and matrix based survey criteria methodology. Sadly it was not available at the time of this report, but is anticipated soon. When available, the survey will be discussed in our Air Service Development Committee for possible use at MRY at a later date.

Impact on MRY: The survey instrument is free. If used at MRY it is best to use the first as a baseline and repeat periodically to gage improvements or declines.

Recommendations: Study in the Air Service Committee, recommend to board, use CSUMB or MPC capstone students to conduct survey and issue a report.

As of September 16, 2016

2016 ACI-NA/WORLD ANNUAL CONFERENCE/WORLD ANNUAL GENERAL ASSEMBLY
September 23-28, 2016
Montreal, QC Canada

PRELIMINARY SCHEDULE OF EVENTS (schedule subject to change at any time)

Please note: All events will be held at the Palais des congrès de Montréal unless otherwise noted.

Friday, September 23, 2016

- 8:00 am – 4:30 pm** **Environmental Affairs Canadian Caucus Meeting**
Room: 518A
- 2:00 pm – 5:00 pm** **ACI-NA Executive Committee Meeting** *(Executive Committee members only)*
Room: 521AB
- 5:00 pm – 7:00 pm** **Legal Affairs Steering Group Meeting**
Room: 523AB
- 6:00 pm** **ACI-NA Executive Committee Dinner** *(Invite only)*

Saturday, September 24, 2016

- 7:00 am – 8:30 am** **ACI Europe Executive Committee Meeting** *(Executive Committee members only)*
Room: 521AB
- 7:30 am – 6:30 pm** **Registration**
Level 1 Palais Passage
- 7:30 am – 6:30 pm** **YUL Welcome Desk**
Level 1 Palais Passage
- 7:30 am – 8:30 am** **Continental Breakfast**
Room: 710 (on Level 7)
- 8:00 am – 8:30 am** **ACI Fund Council Meeting**
Room: 523AB
- 8:00 am – 10:00 am** **U.S. Policy Board Meeting & Joint U.S. Government Affairs Steering Group Meeting**
Room: 516C
- 8:30 am – 10:00 am** **Environmental Affairs Committee Working Group Roundtable Sessions, Part 1**
(U.S. Caucus)
See Committee agendas for location details
- 8:30 am – 12:00 pm** **Environmental Affairs Canadian Caucus Meeting**
Room: 518A
- 8:30 am – 12:00 pm** **Operations & Technical Affairs Committee Workshop and Safety Forum**
Room: 520CF
- 8:30 am – 12:00 pm** **ACI Europe Board of Directors Meeting**
Room: 512GC
- 8:30 am – 4:30 pm** **ACI World Human Resources Forum**
Room: 510BD
- 8:30 am – 5:15 pm** **Legal Affairs Committee Workshop**
Room: 519AB
- 8:30 am – 5:15 pm** **Business Information Technology Committee Workshop**
Room: 520 BE
- 10:00 am – 10:30 am** **AM Break**
Room: Level 5 Concourse

**10:30 am – 12:00 pm Environmental Affairs Committee Working Group Roundtable Sessions, Part 2
(U.S. Caucus)**

See Committee agendas for location details

10:30 am – 12:00 pm ACI-NA Board of Directors Meeting

Room: 513DEF

12:00 – 1:00 pm ACI World Audit Committee Meeting

Room: 521C

12:00 pm – 1:15 pm Lunch

Room: 710 (on Level 7)

12:00 pm – 8:00 pm Exhibition Hall Move-In

Exhibit Hall

12:30 pm – 1:30 pm ACI-NA/Europe Board of Directors Lunch

Room: 512DH

1:15 pm – 2:45 pm Operations & Technical Affairs Working Groups

See Committee agendas for location details

1:15 pm – 3:00 pm Environmental Affairs Committee Working Group Roundtable Sessions, Part 3

See Committee agendas for location details

1:30 pm – 3:30 pm ACI-NA/ ACI Europe Joint Board Meeting

Room: 513DEF

2:00 pm – 5:00 pm Canadian Council of Chairs Meeting

Room: 512EA

2:45 pm – 3:00 pm PM Break

Room: Level 5 Concourse

3:15 pm – 4:45 pm Operations & Technical Affairs Working Groups

See Committee agendas for location details

3:30 pm – 5:30 pm Environmental Affairs Steering Group Meeting

Room: 518C

3:30 pm – 6:00 pm ACI World Executive Committee Meeting

Room: 521AB

5:00 pm – 6:30 pm Operations & Technical Affairs Steering Group Meeting

Room: 525AB

6:30 pm – 9:30 pm Board and Commissioners Leadership Dinner *(Invite only)*

Sunday, September 25, 2016

7:30 am – 9:00 am ACI-NA BOD / Committee Chairs Breakfast *(Invite only)*

Room: 512DH

7:30 am – 7:00 pm Registration

Level 1 Palais Passage

7:30 am – 7:00 pm YUL Welcome Desk

Level 1 Palais Passage

8:00 am – 9:00 am Continental Breakfast

Room: 710 (on Level 7)

8:00 am -9:00 am World Governing Board Breakfast *(Invite Only)*

Room: 511CF

8:00 am – 2:00 pm Exhibition Hall Move-In

Exhibit Hall

9:00 am – 11:30 am <i>Room: 512EA</i>	CAC Small Airports Caucus Meeting <i>(Invite only)</i>
9:00 am – 11:30 am <i>Room: 516C</i>	ACI-NA WBP/Associates Board of Directors Meeting (Open Forum)
9:00 am – 3:00 pm <i>Room: 518A</i>	Marketing & Communications Steering Group Meeting
9:00 am – 4:30 pm <i>Room: 511ABDE</i>	ACI World Governing Board Meeting <i>(Invite Only)</i>
9:00 am – 4:30 pm <i>Room: 520CF</i>	Operational & Technical Affairs Committee Workshop
9:00 am – 4:30 pm <i>Room: 520 BE</i>	Business Information Technology Committee Workshop
9:00 am – 4:30 pm <i>Room: 519AB</i>	Legal Affairs Committee Workshop
9:00 am – 4:30 pm <i>Room: 520AD</i>	Environmental Affairs Committee Workshop
9:00 am – 4:30 pm <i>Room: 524</i>	Airport Economics and Finance Workshop
9:30 am – 12:00 pm <i>Room: 518B</i>	Commissioners Committee Meeting
10:15 am – 10:45 am <i>Room: Level 5 Concourse</i>	AM Break
11:30 am – 12:00 pm <i>Room: 516C</i>	ACI-NA WBP/Associate Member Business Meeting <i>(Open to all ACI-NA /ACI World Business Partners and Associate members)</i>
12:00 pm – 1:00 pm <i>Room: 512GC</i>	Canadian Closed Board Meeting <i>(Open to Board Members Only)</i>
12:00 pm – 1:00 pm <i>Room: 710 (on Level 7)</i>	Lunch
1:00 pm – 3:00 pm <i>Room: 516C</i>	Medium Hub Caucus Meeting
1:00 pm – 3:00 pm <i>Room: 516E</i>	Large Hub Caucus Meeting
1:00 pm – 3:00 pm <i>Room: 525AB</i>	Commercial Management Steering Group Meeting
1:00 pm – 4:00 pm <i>Room: 516D</i>	Small Airports Committee Meeting
1:00 pm – 4:30 pm <i>Room: 518C</i>	Global Air Cargo Workshop
1:15 pm – 4:30 pm <i>Room: 510AC</i>	Canadian Open Board & Membership Meeting
2:00 pm – 5:00 pm <i>Room: 523AB</i>	Business Diversity Committee Meeting
2:30 pm – 3:00 pm <i>Room: Level 5 Concourse</i>	PM Break
3:00 pm – 4:00 pm	U.S. Government Affairs Committee Meeting

Room: 516C

3:00 pm – 5:00 pm

Press Office Open

Room: 513BC

3:30 pm – 5:00 pm

ACI World Business Partners Advisory Board Meeting

Room: 521AB

4:00 pm – 4:30 pm

Exhibitor Briefing

Exhibit Hall – Show Floor Classroom

5:00 pm – 7:00 pm

Exhibition Hall Grand Opening (*Reception in Exhibit Hall*)

Exhibit Hall

6:00 pm – 8:00 pm

CAC Large Airports Caucus Meeting (*Offsite, invite only*)

Monday, September 26, 2016

7:30 am – 7:00 pm

Registration

Level 1 Palais Passage

7:30 am – 7:00 pm

YUL Welcome Desk

Level 1 Palais Passage

7:30 am – 10:00 am

Exhibition Hall Open (*Continental Breakfast in Exhibit Hall from 7:30 am- 9:00 am*)

Exhibit Hall

7:30 am – 5:00 pm

Press Office Open

Room: 513BC

8:00 am – 8:45 am

Exhibit Hall Classroom Education Session:

Show Floor Classroom

1A.

Session Title: Creating A “Sense of Place” At Your Airport

As gateways to their communities airports provide the first impression and last memory for travelers. In order to improve the traveler’s experience, generate additional non-aeronautical revenue and promote the local economy, airports are working to create a sense of place and highlight the unique attributes of their city and region. Learn how airports around the world are showcasing their culture and community, resulting in wonderful travel memories, exceptional arrival and departure experiences, enhanced customer service and an improved bottom line.

Moderator: David N. Edwards, Jr. President/CEO, Greenville-Spartanburg Airport District

Speakers: Girish Appaya, Communications Officer, Sir Seewoosagur Ramgoolam International Airport, Mauritius
Sam Samaddar, Airport Director, Kelowna International Airport
Stanis Smith, Executive Vice President, Buildings, Stantec

8:30 am – 9:45 am

Large Hub Forum (*Invite only*)

Room: 516A

9:00 am – 9:45 am

Exhibit Hall Classroom Education Session:

Show Floor Classroom

2A.

Perspectives on Stakeholder Engagement and Climate Change Adaptation

We've all seen the headlines about climate change, from each successive year being the hottest on record to the financial toll extreme weather has exacted (in the billions annually in the U.S. alone). Climate change is a serious threat to the global economy and the international community and aviation industry is taking action. In this session we'll hear from a variety of speakers, including an air navigation service provider, a province regulator, the non-profit sector and an insurance industry expert – perspectives that we don't get an opportunity to hear too often! Speakers will address what they see as the key challenges posed by climate change to our industry, and how airports can involve these, and other stakeholder groups to prepare for and mitigate climate change impacts.

Moderator: Steve J. Grossman, CEO, Jacksonville Aviation Authority

Speakers: Rachel Burbridge, Environmental Policy Officer, Eurocontrol
 Annie Petsonk, International Counsel, Environmental Defense Fund
 Dr. Blair Feltmate, Head, Intact Centre on Climate Adaptation, University of Waterloo
 Philippe Lemire, Ministry of Transport, Urban Mobility and Electrification of Transportation of Quebec

10:00 am – 12:00 pm General Session I

Room: 517BC

Welcome:

Kevin M. Burke, President and CEO, ACI-NA
 Maureen Riley, Chair, ACI-NA
 Angela Gittens, Director General, ACI World
 Declan Collier, Chair, ACI World
 Jim Cherry, President and CEO, Aéroports de Montréal
 The Honorable Denis Coderre, Mayor of Montréal
 The Honorable Dominique Anglade, Minister of Economic Development, Innovation and Export Trade, Quebec

Crisis Communication – the World Is Watching

The public's fascination with aviation, a global news cycle that never ends, and the emergence of the citizen – or passenger – journalist have complicated traditional airport crisis response plans. Facing an incredible challenge like never before, airports must respond quickly and effectively to security incidents, accidents and other disruptions while maintaining public confidence to strengthen their reputation. Take advantage of this opportunity to learn from airport CEOs who have successfully led their airports through crisis in the middle of a media storm on issues that command international attention.

Moderator: Jim Cherry, President and CEO, Aéroports de Montréal

Speakers: Tan Sri Bashir Ahmad Abdul Majid, Advisor, Malaysia Airports Holdings
 Scott Clements, Former President and CEO, Fort McMurray International Airport
 Arnaud Feist, CEO, Brussels Airport Company

12:00 pm – 1:00 pm PAC Luncheon (Invite only)

Room: 516AB

12:00 pm – 1:30 pm Canadian Global Cities Council (Invite only)

Room: 512FB

12:00 pm – 3:00 pm Exhibition Hall Open (Lunch Served in Exhibit Hall from 12:00 pm – 1:30 pm)

Exhibit Hall

12:15 pm – 12:35 pm Solutions Showcase: Ross & Baruzzini: Smart is Secure.

Exhibit Hall, Showcase 1

12:40 pm – 1:00 pm Solutions Showcase: AeroMACS: A Licensed Wireless Broadband Technology – Improving the Safety, Capacity and Efficiency of the Airport Surface.

Exhibit Hall, Showcase 2

1:05 pm – 1:25 pm Solutions Showcase: Harris Corporation: NextGen Airfield Surveillance

Exhibit Hall, Showcase 1

– Understanding Your Options.

1:30 pm – 2:30 pm Exhibit Hall Classroom Education Session:

Show Floor Classroom

3A.

Public Private Partnerships – Are They Right For You?

As demand for air travel continues to grow, airports worldwide face pressure to meet operational and regulatory requirements while dealing with financial constraints. Today, many airports have transitioned to diversified commercial businesses, adopting private sector innovations instead of simply providing infrastructure. P3s are increasing part of modern airport projects but what are their benefits? What are the different P3 models and what are the key factors airports should consider when deciding whether or not to engage the private sector? This panel of experts will

offer a global perspective of the current status of P3, and share success stories as well as lessons learned.

Moderator: Rob Wigington, President & CEO, Metropolitan Nashville Airport Authority

Speakers: Saleh Dunoma, Managing Director/CEO, Federal Airports Authority of Nigeria
Gert-Jan de Graaff, President & CEO, JFK International Air Terminal LLC
Amit Rickhy, President & CEO, CCR USA
Ignacio Castejon, Project Director Corporate Development, Ferrovial Airports

2:00 pm – 2:30 pm
Press Office (Room 513BC)

Press Briefing

2:40 pm – 3:00 pm
Exhibit Hall, Showcase 2

Solutions Showcase: SITA: Self bag drop – the answer to... what?

2:45 pm – 3:15 pm
Room: 521AB

ACI-NA Exec-to-Exec Committee Meeting

3:00 pm – 3:15 pm
Room: Level 5 Concourse

PM Break

3:15 pm – 4:15 pm

Concurrent Education Sessions

4A.

How Digital Is Transforming the Airport Industry (Room: 517A)

In the global marketplace the most successful airports have embraced “business intelligence” to help improve the passenger experience, maximize operational efficiency and increase revenue. Passengers are constantly connected with smartphones, and as such, passengers are demanding an increased level of personalized service. Adopting a digital approach can be used to optimize and increase capacity of existing facilities and lower operational expenditure. Make sure you are taking advantage of your data to better serve your customers, avoid disruptions and increase revenue.

Moderator: Bryant L. Francis, Director of Aviation, Port of Oakland

Speakers: Alexis Gardy, Managing Partner, Roland Berger Canada
Declan Collier, CEO, London City Airport
Aura Moore, Deputy Executive Director - Chief Information Officer, Los Angeles World Airports

4B.

Welcome Message (Room: 517D)

The Honourable Marc Garneau, Minister of Transport, Canada

ICAO – Why It Matters To Airports (Room: 517D)

Since it was founded in 1944 the International Civil Aviation Organization has developed the standards, best practices, and guidance documentation used by airports around the world. However, for many airport operators—particularly in North America—the direct impact ICAO has on their facilities remains unclear. In this session, learn more about the work that ICAO does to enhance the safety, security and efficiency of airports—or *aerodromes*—and how this work can affect your airport.

Moderator: Angela Gittens, Director General, ACI

Speakers: Jean-Benoit LeBlanc, Canada Permanent Representative to ICAO
The Honorable Michael Lawson, U.S. Ambassador and Permanent Representative to ICAO
William R. Voss, Air Navigation Commissioner at ICAO

4:30 pm – 5:30 pm

Concurrent Education Sessions:

5A.

Strategic HR - Developing an Effective Airport Training Strategy (Room: 517A)

It's always tempting to put off training indefinitely, waiting until there is the enough time or more funding. But for airports, staff development is one of the most important investments you can make as it increases knowledge and done right can drive your business to the next level.

Moderator: Thella Bowens, President and CEO, San Diego County Airport Authority

Speakers: Kevin Caron, Head, Global Training and DNA, ACI World
Zack Deming, Principal, Korn Ferry
Gale Laroche, Vice President of Human Resources, Detroit Metropolitan Wayne County Airport
Roelof-Jan Steenstra, CEO, Fort McMurray International Airport

5B.

APEX- The Community of Airports at Work (Room: 517D)

ACI's flagship program, Airport Excellence (APEX) in Safety, has been very successful. Almost 60 of these peer-to-peer reviews have been completed and airports around the world have benefitted from each other's experience through participation in the program, either as host airports or safety partners. Recently, ACI performed a pilot security peer review study in preparation for a sister program, APEX in Security. This session discusses how the need to improve safety and security lend themselves perfectly to this type of program, and also explores other areas, such as environment, facilitation and airport business, that could potentially use similar peer review models.

Moderator: Yiannis Paraschis, CEO, Athens International Airport

Speakers: Danny Boutin, Senior Manager—APEX Programmes, ACI World
Nina Brooks, Head—Security, ACI World
Jennifer Sullivan, Director, Corporate Safety and Security, Greater Toronto Airports Authority
Richard Marchi, President, RF Marchi Aviation Consulting

5:30 pm – 6:30 pm **ACI Scholarship Reception** (*Invite only*)
Exhibit Hall – VIP Lounge

5:30 pm – 7:00 pm **Exhibition Hall Open** (*Reception in Exhibit Hall*)
Exhibit Hall

7:00 pm **AMPAP Graduation Reception** (*Invite only*)
Offsite - ICAO Museum

Tuesday, September 27, 2016

7:30 am – 3:00 pm **Registration**
Level 1 Palais Passage

7:30 am – 5:45 pm **YUL Welcome Desk**
Level 1 Palais Passage

7:30 am – 4:30 pm **Press Office Open**
Room: 513BC

8:00 am – 9:00 am **Continental Breakfast**
Room: Level 5 Concourse

7:30 am – 9:00 am **World Business Partner/Associate Member and Airport Director Roundtable Breakfast**
Room: 520ABDE
(*Open to all ACI-NA WBP/Associate members & ACI-NA member airport directors*)

Moderator: Greg Fordham, Managing Director, Airbiz and Chair, ACI World Business Partners Advisory Board

Speakers: Maureen Riley, Executive Director, Salt Lake City Department of Airports and Chair, ACI-NA
Declan Collier, CEO, London City Airport and Chair, ACI World
Kerrie Mather, Chair, CEO, Sydney Airport and Chair, ACI Asia-Pacific

9:00 am – 10:00 am <i>Room: 517BC</i>	General Session II and Keynote Address Peter Bergen, CNN National Security Analyst For decades the aviation industry has had to counter and respond to the threat of terrorism. Air transport has been a high-profile target for the Islamic State (ISIS), al Qaeda and its affiliates as well as other terrorists that seek to publicize their cause on the international stage. What can be done to address these threats? For more than more two decades Peter Bergen has studied international terrorism as a print, television and web journalist, documentary producer, think tank director, and the author of five books. Learn what he thinks is critical for governments and the private sector to do to address this evolving threat.
10:00 am – 10:30 am <i>Room: 517BC</i>	ACI-NA Downes Award Presentation
10:30 am – 10:45 am <i>Room: 517BC</i>	Airport Carbon Accreditation Recognition Ceremony
10:30 am – 3:00 pm <i>Exhibit Hall</i>	Exhibition Hall Open (<i>Lunch Served in Exhibit Hall from 11:30 am – 1:00 pm</i>)
11:00 am – 11:15 am <i>Room: 516AB</i>	ACI-NA Airport Membership Meeting (<i>ACI-NA Airport Official Representatives only</i>)
11:15 am – 12:45 pm <i>Room: 517BC</i>	ACI World Annual General Assembly Meeting (<i>Invite only</i>) Followed directly by the AMPAP Graduation ceremony
11:25 am – 11:45 am <i>Exhibit Hall, Showcase 1</i>	Solutions Showcase: GCR: Risk Management and Safety Assurance with AirportIQ
11:50 am – 12:10 pm <i>Exhibit Hall, Showcase 2</i>	Solutions Showcase: EDI: An Integrated Workplace Management System for Airports
12:15 pm – 12:35 pm <i>Exhibit Hall, Showcase 1</i>	Solutions Showcase: Rezport: Parking Technology: What's Your Vision for 2020?
12:40 pm – 1:00 pm <i>Exhibit Hall, Showcase 2</i>	Solutions Showcase: Woolpert: Implementing an Asset Management Program in an Airport Environment
1:15 pm – 2:00 pm <i>Show Floor Classroom</i>	Exhibit Hall Classroom Education Session:
6A.	Adding to the Bottom Line by Enhancing the Passenger Experience In an era of passenger choice, airports face challenges in creating a unique and engaging experience that yields high levels of passenger satisfaction and builds loyalty. Airport thinking is beginning to shift beyond passenger feedback and amenity offerings toward a global view of an airport's role in the overall travel experience. During this session, learn how airports are leveraging customer travel data to develop a strategic framework that enhances non-aeronautical revenue and improves the passenger experience. Moderator: Candace McGraw, CEO, Cincinnati/Northern Kentucky International Airport Speakers: Joyce Carter, President and CEO, Halifax International Airport Authority Joe Lopano, CEO, Tampa International Airport Romesh Bhoyroo, CEO, Sir Seewoosagur Ramgoolam International Airport, Mauritius
2:10 pm – 3:05 pm <i>Show Floor Classroom</i>	Exhibit Hall Classroom Education Session:
7A.	Breaking Down the Silos in Safety Airports are complex operating environments involving multiple stakeholder groups--airlines, general aviation, ground handlers, terminal tenants, air navigation service providers and airport staff. Although safety is a top concern for all of these groups, in most cases each of them brings

their corporate cultures, policies, procedures, training programs, and performance metrics with them to the airport. How can airport operators and their stakeholder partners work to break down these “silos” and make their safety programs more effective and holistic? In this session we’ll discuss some of the cross industry initiatives that key operator groups are undertaking to do this.

Moderator: Bongani Maseko, CEO, Airports Company South Africa

Speakers: Rob Eagles, Director Air Traffic Management, IATA
 Thomas Lau Christensen, Safety Manager, Københavns Lufthavne A/S
 Dirk Geukens, Senior Safety Expert, Brussels Airport
 Eduardo Angeles, Associate Administrator for Airports, FAA

3:00 pm – 3:15 pm
Room: Level 5 Concourse

PM Break

3:00 pm – 7:00 pm
Exhibit Hall

Exhibition Hall Move-Out

3:15 pm - 4:15 pm

Education Session:

8A.

Respond to New And Emerging Security Threats (Room: 517A)

In responding to dynamic security challenges, airports work on a daily basis in close coordination with regulators and security authorities such as TSA and the Canadian Air Transport Security Authority. Considering the evolving threat environment, it is essential to leverage industry/government partnerships, work collaboratively and assess what countermeasures and technologies may be necessary to respond to threats while working to maximize efficiency. Innovation is critical given the unique geographic and operational differences between airports. This session will provide an opportunity to gain a global view from ICAO and talk directly with senior TSA and CATSA representatives about strategies to enhance the security of the aviation system.

Moderator: William Vanecek, Director of Aviation, Niagara Frontier Transportation Authority

Speakers: Vera Adams, Director, Aviation Division, Office of Security Policy and Industry Engagement, TSA
 Neil Parry, Vice-President, Service Delivery, CATSA
 Jim Marriott, Senior Advisor, Aviation Security, ICAO

4:15 pm – 5:15 pm

Education Session:

9A.

Driving Your Own Innovation (Room: 517D)

Airports and airlines are jumping on opportunities to invest in technology, applications, and resources to keep travelers connected and informed throughout their journey. Innovations in customer engagement, intelligent building management and process automation are helping the industry up its game. Passengers are seeking a seamless travel experience from door-to-door, with permanent connectivity and personalized information readily available. Learn about the questions that we should ask ourselves in what technologies are behind the design of the terminal of the future.

Moderator: Marily Mora, President and CEO, Reno-Tahoe Airport Authority

Speakers: Rick Belliotti, Director, Information & Technology Services Department, San Diego County Regional Airport Authority
 Martin Boyer, Vice President and Chief Information Officer, Greater Toronto Airports Authority
 Raj Singh, Investment Director, JetBlue Technology Ventures

5:30 pm – 6:15 pm
Room: 516AB

Chairs’ Handoff Reception to include:

ACI-NA Chair remarks and toast
Gavel toss and ACI-NA incoming Chair remarks
2016 - 2017 ACI-NA Host Airport hand-off
2016 - 2017 ACI World Host Airport hand-off

Kevin M. Burke, President and CEO, ACI-NA
Maureen Riley, Executive Director, Salt Lake City Department of Airports
William R. Vanecek, Director of Aviation, Buffalo Niagara International Airport
James C. Cherry, President and CEO, Aéroports de Montréal
Angela Gittens, Director General, ACI-World
Declan Collier, Chair, ACI World
Romesh Bhoyroo, Chief Executive Officer, Airports of Mauritius Co Ltd

7:00 pm – 10:00 pm Closing Night Event

New City Gas

Wednesday, September 28, 2016

8:00 am – 10:00 am Airport Tour

End your visit to Montréal with a tour of our facilities at Montréal-Trudeau airport.

Four different tours are offered as well as the opportunity to participate in a Leadership Presentation.

- (1) Montréal-Trudeau US baggage system: The outbound baggage is among the most sophisticated in the world. Come to discover it (20 participants)
- (2) Montréal-Trudeau glycol recycling centre: the new glycol recycling centre opened in fall 2014, it is the first in the world to achieve a glycol concentration of at least 99.5% and re-use recycled product as a certified aircraft de-icer. Come to see how we can reduce the cost and integrate life-cycle management approach: the product does not become waste, but is treated and re-used. (40 participants)
- (3) Montréal-Trudeau technologic terminal: Innovation aims at improving the quality of customer experience, the fluidity of processes, system efficiency and operational safety/security. Come to discover it. (20 participants)
- (4) Montréal-Trudeau security tour: Come to meet with Montréal-Trudeau Airport Patrol and visit our facilities: Emergency coordination centre, firefighter station, K-9 unit, Canadian and American customs and pre-boarding security check-point. (20 participants)

Presentation: Organize for Complexity: How to Develop Leadership for High Performance in an Age of Dynamics.

Author Niels Pflaeging and a panel of airport leaders will offer insights into systemic thinking, and discuss issues and barriers facing airports. This presentation will take place at the Montreal Airport Marriott In-Terminal Hotel from 8:30 am - 11:15 am, and is limited to 150 participants. [Click here for more information.](#)

AGENDA ITEM: H
DATE: October 12, 2016

**REGULAR MEETING OF THE
MONTEREY PENINSULA AIRPORT DISTRICT
BOARD OF DIRECTORS**

DEPARTMENT REPORTS

Michael La Pier, Executive Director
[Air Service Development Report](#)

Ken Griggs, Operations Manager
[Operations Report](#)

Jeff Hoyne, Police Chief
[Police Activity Report](#)

Monterey Fire Department
[Monthly Report](#)

Tim Bergholz, Deputy Executive Director - Finance & Administration
[Financial Summary](#)

Chris Morello, Planning Manager / Grants Administration
[P & D Monthly Project Report](#)

AGENDA ITEM: H
DATE: October 12, 2016

TO: Air Service Committee
FROM: Michael La Pier, A.A.E., Executive Director
DATE: October 4, 2016
SUBJ: Air Service Development Report

Marketing, Advertising & Promotions:

- Billboard: On Hwy 101, 2 miles north of Prunedale. The Alaska Airlines creative is installed.
- Community Day Advertising and Promotion: Our focus for the past month has been to promote and advertise Community Day. We spent over \$7,000 for direct advertising in newspapers, radio and television. We also ventured in to Google Ad Works advertising, spending just over \$300 and reportedly reaching over 10,000 people.
- Economic Impact Video: The video continues to be a positive part of our website and our YouTube presence. In the past month we have had nearly 400 views of the video on these outlets.
- Alaska Airlines and Allegiant Airlines Fare Advertising: Alaska introduced a \$49 OW fare to LAX while Allegiant introduced a \$39 fare to Las Vegas. Both fare sales were heavily promoted on our social media platforms as well as through Google Ad Works.

Air Carrier Update:

- AS - SAN and LAX service continues once a day.
- G4 (Allegiant) - LAS service continues Thursdays and Sundays.
- AA - PHX service continues four times a day for the majority of the month, with three of the turns operated by CRJ900s. In August AA reduced frequencies on Tuesday and Saturday from four times daily to three times daily.
- UA SFO - SFO service continues twice a day. All flights are now being operated using a CRJ700 aircraft with two class configuration. The LAX service continues at four times daily.

Air Service Development:

- The corporate headquarters meeting with United was held on September 21, 2016. In attendance was Executive Director La Pier along with our air service consultant Joseph Pickering.

- Corporate Headquarters meetings with American Airlines are scheduled for November 15, 2016.
- A teleconference with Alaska Airlines is being scheduled for early November followed by a headquarters meeting in February or March. The focus of the teleconference will be retention and extension of the SCASDP grant and its application during first quarter of 2017.

Public Relations:

- Social Media/Facebook: Heavy presence promoting Community Day. The number of visitors to both our website and our social media platforms has increased. We are exploring a new way to better understand the analytical data that is available to us through Facebook. More to come.
- Community Day: The Community Day was held Saturday October 1, 2016 at the Monterey Jet Center. We estimate that over 4,000 people joined us that day based upon raffle participation.

Customer Service:

- Customer Comment Cards: see September responses attached.

Tone	Date	Time	A/D/G	Airline	Flt #	Comments	Name	City & State
P	08/28/16	-	A/D	AK/UA	-	I LOVE this airport. The staff is very helpful and this is a much more peaceful airport to fly in and out of	-	-
C	09/02/16	10:45	D	AK	2437	Please reopen the little store. I always purchase newspapers - water - snacks and occasional gifts.	S.B.	Carmel, CA
C	09/08/16	16:30	D	AK	2603	When I come home it would be nice to let people know that you close the restrooms in lobby so I can use the one in depart lounge.	R.B.	Royal Oaks, CA
C	09/10/16	-	-	-	-	I would like to have more changing tables in the building. Thanks.	-	-
P	09/12/16	21:00	A	UA	-	I love flying in and out of MRY; its always a relaxing experience and all airport staff are wonderful. One recommendation is to thouroughly clean or replace carpet. It gives the airport a dingy old look.	-	-
N	09/14/16	17:00	A	UA	-	Baggage took far too long.	-	Chicago, IL
N	09/16/16	12:00	-	UA	5420	Please return the Denver flight. Why are there always delays at Monterey Airport? Need stronger internet. Food is stale at snack shop near Gate 2.	-	Seaside, CA
C	09/20/16	16:00	D	UA	-	You need a book kiosk - maybe featuring novels by local authors like me.	D.P.	Carmel, CA
P	09/21/16	-	A	AA	-	Brilliant as always.	S.	Pacific Grove, CA
N	09/21/16	-	-	-	-	I travel a lot in/out of Monterey and United cancels flights on a regular basis when American and Alaska fly. Why is this? United always says it's fog, then why do the other airlines fly? Please look into this!!!	-	-
N	09/21/16	21:20	A	-	3073	Every time I fly into this airport the flight does not arrive on thime. 2+ hours late this time and my bag was not on plane.	J.A.	Aptos, CA
C	09/30/16	9:58	D	-	-	Please add more outlets to charge laptops and phones. Thank you!	-	-

TO: Michael La Pier, Executive Director
FROM: Operations Manager Griggs
DATE: October 4, 2016
SUBJ: Operations Report

The following is a summary of activity in the Operations Department for September and planned airline activities for October 2016.

1. On September 2nd, just before Labor Day weekend, Operations was informed that two United cancellations occurred the night before due to an outage of an FAA controlled navigational facility. Ops learned that the Salinas (SNS) VOR roof was under reconstruction and all antennas were disconnected. The length of the project would take an estimated 30 days to complete. The SkyWest CRJ 200 & 700 models (flown exclusively for United and one American flight) must all use ground-based navigational systems to safely transition from one airport to another and are not equipped to use published GPS procedures when weather conditions are unfavorable. A key missing component the VOR provides is to allow for a "Missed Approach Vector". This procedure is critical for pilots in the event of an unsuccessful landing attempt, which requires a designated hold area or "fix" for pilots to use prior to Air Traffic Control issuing another landing clearance. Only an alternate VOR or a "Radar Vector" Notice to Airmen (NOTAM) that provides guidance to pilots would legally allow aircraft without GPS capabilities to fly into MRY.

Operations worked fanatically with various lines of FAA businesses (local Tower, NorCal TRACON and the Western Flight Procedures team) to minimize prolonged effects of anticipated cancellations if weather conditions continued to be unfavorable. On Friday, September 9th, the FAA successfully established a "Radar Vector" missed approach procedure as an alternate VOR was not available. Furthermore, the FAA also vowed to expedite the construction work to minimize impacts. In total, 24 cancellations and 9 delays occurred during that time.

2. The AirPower History Tour made a tour stop at the Monterey Airport between September 14th and 18th. "Fifi", the world's only remaining B-29 Superfortress was the star attractant.
3. The USAF Thunderbirds made their biennial visit to the Salinas International Airshow and based their fleet customarily at MRY.
4. Worked feverishly with staff and airport tenants for logistical planning associated with the Airport Community Day event held on October 1st.
5. The September noise comment report is attached.
6. The Operating and Expense Reports for the Taxi Open-Entry and Uber Ground Transportation systems are attached.
7. The Commercial Flight Cancellations & Delays Report for September is attached.
8. Attached is the Commercial Flight Schedule for October 2016.

9. Below is the summary of scheduled airline activity for October 2016:

Alaska Air flown by Horizon

- Continues to operate one daily departure to San Diego and Los Angeles
- Scheduled to operate a total of 124 flights (Arrivals and Departures)

Allegiant Air

- Continues service twice a week on Thursdays and Sundays
- Scheduled to operate a total of 18 flights (Arrivals and Departures)

United flown by SkyWest

- Four daily LAX departures continue (three on Saturdays)
- Two daily SFO departures continue with one operated by a CRJ700 aircraft
- Scheduled to operate a total of 362 flights (Arrivals and Departures)

American Eagle flown by SkyWest/Mesa

- Service to PHX continues with four daily departures using one CRJ900, two CRJ700 and one CRJ200 aircraft
- Scheduled to operate a total of 237 flights (Arrivals and Departures)

Cumulatively speaking, the airlines have scheduled 119 more flights (741 vs. 622) as compared to last October. This has been attributed to the increase of daily PHX (American) and LAX (Alaska & United) flights.

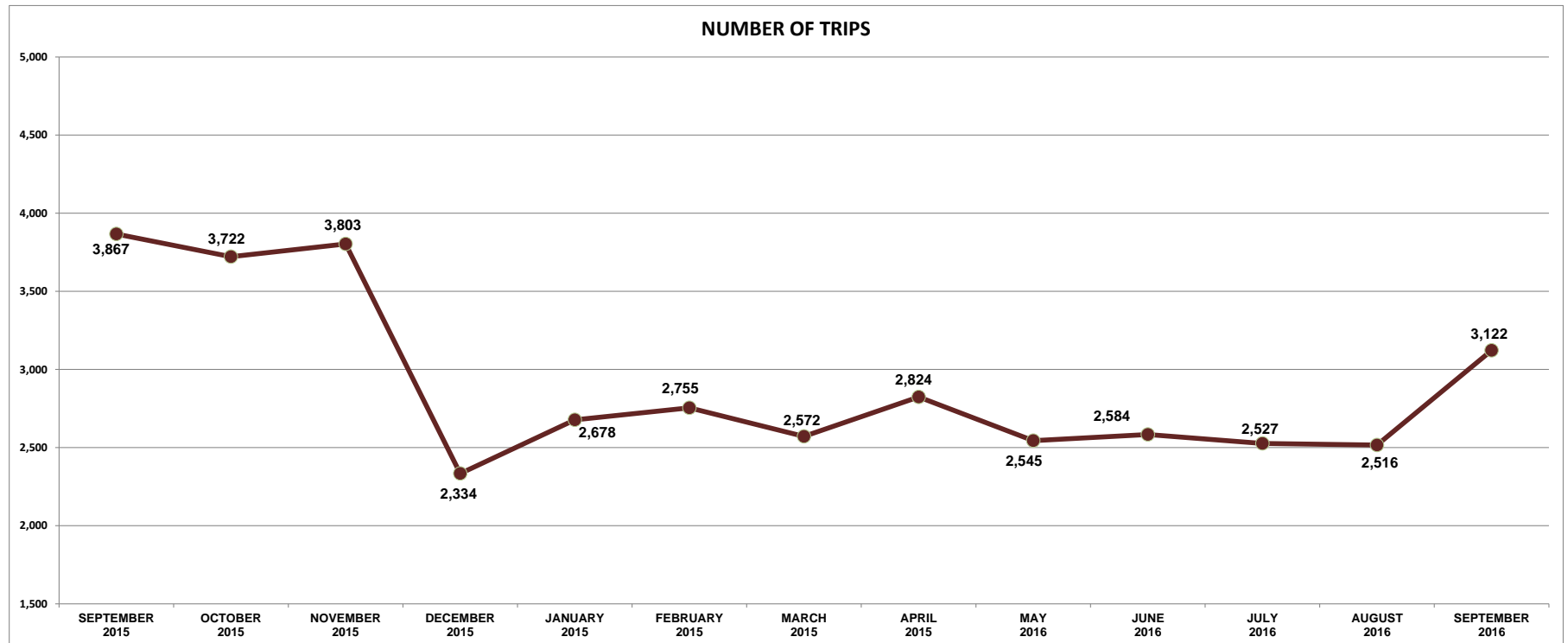
MRY AIRPORT NOISE COMMENT LOG

SEPTEMBER 2016

Name		Location (Address)	Incident Date	Incident Time	Aircraft ID	</> of Flight	Comments	By	Action Taken	Notes
AIR OPERATIONS CENTERED AT MONTEREY AIRPORT										
1	Peggy Tharpe	York Hills	9/15/2016	12:49 AM	Jet	Arrival	Late night arrival. The airport used to protect us from noisy late flights. What happened?	KG	Informed complainant the airport's curfew is voluntary.	
2	Lauren Virshup	Pasadera	9/16/2016	11:49 AM	Low flying Jet	Arrival	Low, loud jet directly over our community. No reply needed.	KG	Documented	Ops has corresponded previously with complainant regarding these issues.
3	Kenneth Nowak	Pasadera	9/22/2016	9:34 AM	Turbo Prop	Arrival	Low altitude Allegiant MD-80 aircraft overhead less than 1000 feet. Similar sized aircraft approach from Fort Ord closer to Ryan Ranch and at twice the altitude. Unacceptable.	KG	ATCT advised no unusual altitude variances with the aircraft in question occurred.	
4	Renee Goetsch	Pacific Grove	9/22/2016	Between 12:30 PM and 1:30 PM	F-16s	Departing RWY 28L	5 Jets in row rattling windows. Unusually loud.	KG	USAF Thunderbirds initial arrival into MRY with four F-16s conducting a formation fly-by of the airport before returning to land.	
5	Richard Rucello	CONA	9/22/2016	5:10 PM	F-16s	Departing RWY 28L	The military takeoff was a totally unnecessary noise event.	KG	One USAF Thunderbird F-16 departed for the traditional media flight.	
6	Alejandro Musquiz	Oak Grove Neighborhood	9/23 & 9/25/2016	1:54 PM & 3:03 PM	F-16s	Departing RWY 28L	Low flying aircraft extremely loud setting off car alarms	KG	USAF Thunderbirds departing for Salinas Airshow	
7	Jen Sites	Corral de Tierra	Every Day	Multiple	Multiple	Mainly arrivals	Unbelievable difference in the quality of life for at least a year. I live with jet noise all the time.	KG	Resident is associating her observations with the NextGen GPS changes.	
8	Barbara Lovero	Pasadera	9/7, 9/8, 9/9, 9/10, 9/11, 9/12, 9/13, 9/14, 9/15, 9/16, 9/20	Multiple	Multiple	Landing RWY 28L	Ongoing concerns regarding changes to RWY 28L RNAV approaches.	KG	Documented	Ops has corresponded at length with complainant regarding these issues.
AIR OPERATIONS ORIGINATING FROM ANOTHER AIRPORT										
0	**NONE**									
AIR OPERATIONS OF UNKNOWN ORIGIN										
0	**NONE**									
MONTHLY TOTALS and COMPARISONS										

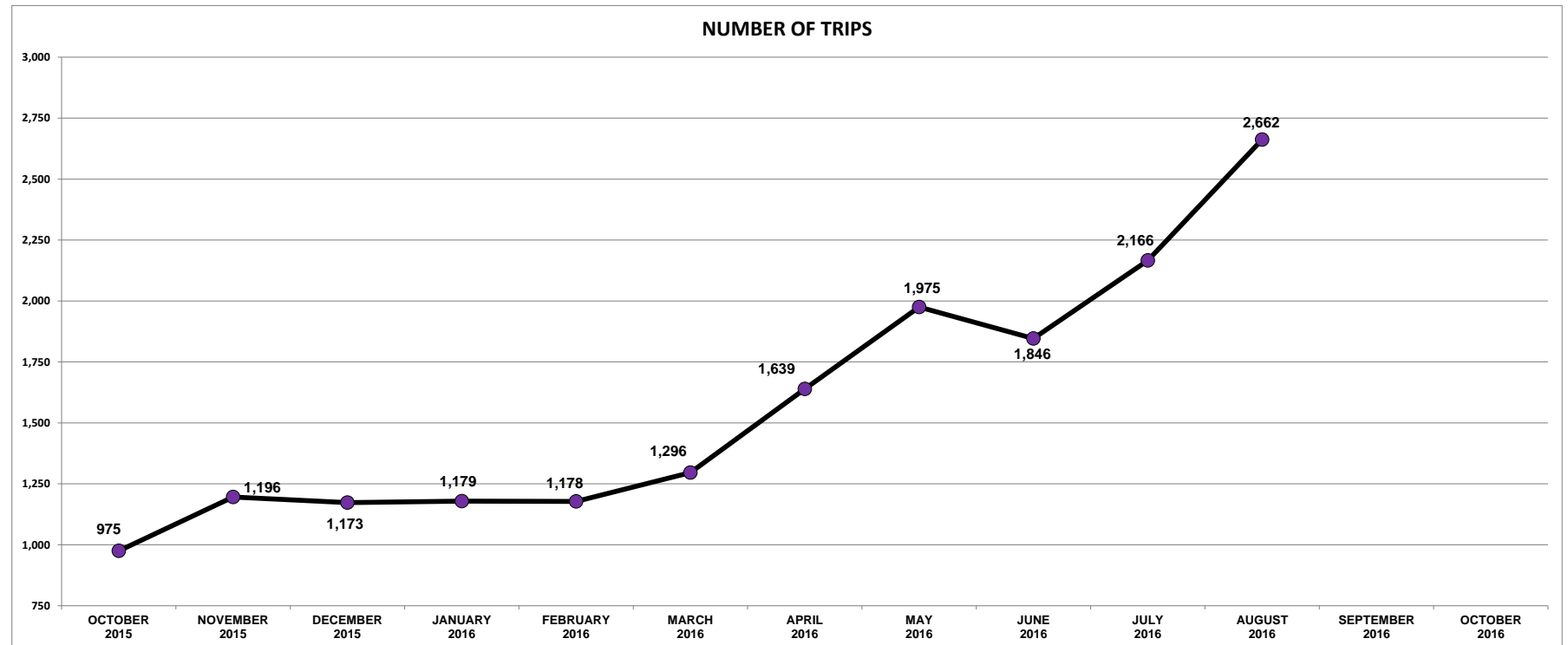
	Sep-16	Sep-15	% Change	Other Airport	UNKNOWN ORIGINS
Number of Complaints:	8	16	-50%		0
Number of Operations:		6,790	-100%		
			% Change		
Annual Total	120	84	43%	0	0

13-MONTH ROLLING COMPARISON



	2015 SEPTEMBER	2015 OCTOBER	2015 NOVEMBER	2015 DECEMBER	2015 JANUARY	2015 FEBRUARY	2015 MARCH	2015 APRIL	2015 MAY	2016 JUNE	2016 JULY	2016 AUGUST	2016 SEPTEMBER
NUMBER OF TRIPS	3,867	3,722	3,803	2,334	2,678	2,755	2,572	2,824	2,545	2,584	2,527	2,516	3,122
NUMBER OF MEDALLIONS	105	111	115	115	115	115	116	116	116	116	72	78	79
TAXI TRIP FEES	\$ 11,166	\$ 11,409	\$ 7,002	\$ 8,034	\$ 8,265	\$ 7,716	\$ 8,202	\$ 8,472	\$ 7,635	\$ 7,752	\$ 7,581	\$ 7,548	\$ 9,366
TAXI MEDALLION FEES ¹	\$ 3,604	\$ 2,917	\$ 2,104	\$ 2,104	\$ 2,104	\$ 2,354	\$ 2,354	\$ 2,104	\$ 2,104	\$ 2,104	\$ 2,104	\$ 19,500	\$ 250
TAXI - TOTAL REVENUE	\$ 14,770	\$ 14,326	\$ 9,106	\$ 10,138	\$ 10,369	\$ 10,070	\$ 10,556	\$ 10,576	\$ 9,739	\$ 9,856	\$ 9,685	\$ 27,048	\$ 9,616
CURB MGMT CONTRACT	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897
EQUIPMENT DEPRECIATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SOFTWARE LICENSE / HOSTING	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,245	\$ 2,245	\$ 2,245
EXPENDABLE SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TAXI - TOTAL EXPENSE	\$ 13,072	\$ 13,072	\$ 13,072	\$ 13,072	\$ 13,072	\$ 13,072	\$ 13,072	\$ 13,072	\$ 13,072	\$ 13,072	\$ 13,142	\$ 13,142	\$ 13,142
OPERATING INCOME / (LOSS)	\$ 1,698	\$ 1,254	\$ (3,966)	\$ (2,934)	\$ (2,703)	\$ (3,002)	\$ (2,516)	\$ (2,496)	\$ (3,333)	\$ (3,216)	\$ (3,457)	\$ 13,906	\$ (3,526)
FYTD 2017 (July 2016 - June 2015) OPERATING INCOME / (LOSS)													\$ 6,923
CUMULATIVE (13-MONTH) OPERATING INCOME / (LOSS)													\$ (14,290)

13-MONTH ROLLING COMPARISON

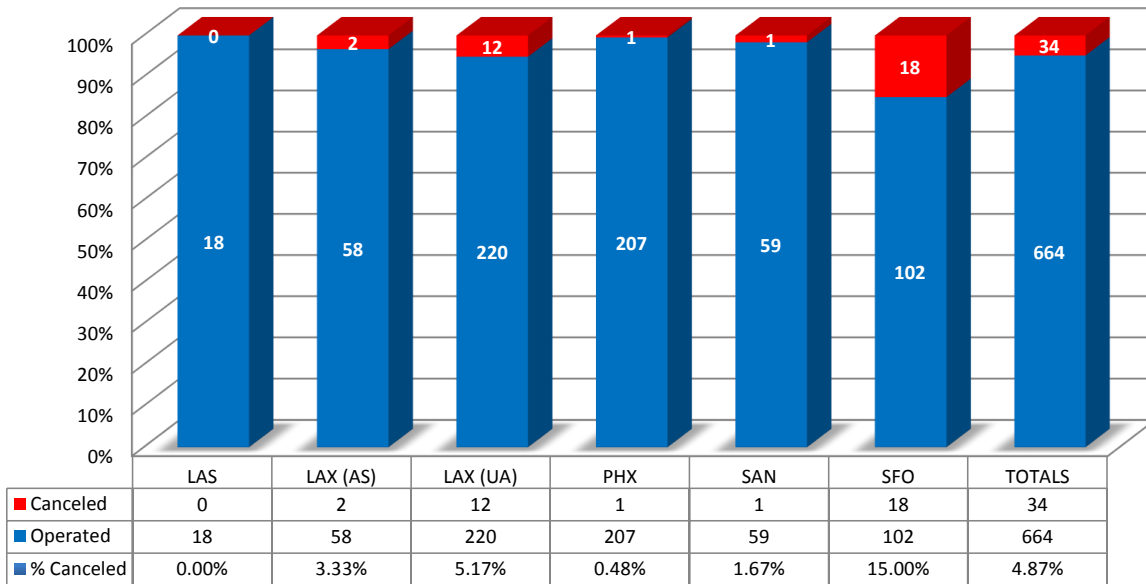


	2015 OCTOBER	2015 NOVEMBER	2015 DECEMBER	2016 JANUARY	2016 FEBRUARY	2016 MARCH	2016 APRIL	2016 MAY	2016 JUNE	2016 JULY	2016 AUGUST	2016 SEPTEMBER	2016 OCTOBER
NUMBER OF TRIPS	975	1,196	1,173	1,179	1,178	1,296	1,639	1,975	1,846	2,166	2,662		
NUMBER OF TNCs	1	1	1	1	1	1	1	1	1	1	1		
NUMBER OF VEHICLES	188	231	205	221	264	240	281	289	302	357	434		
TNC TRIP FEES	\$ 2,925	\$ 3,588	\$ 3,519	\$ 3,537	\$ 3,534	\$ 3,888	\$ 4,917	\$ 5,925	\$ 5,538	\$ 6,498	\$ 7,986		
TNC PERMITS	\$ 1,000	\$ -	\$ -	\$ -									
TNC - TOTAL REVENUE	\$ 3,925	\$ 3,588	\$ 3,519	\$ 3,537	\$ 3,534	\$ 3,888	\$ 4,917	\$ 5,925	\$ 5,538	\$ 6,498	\$ 7,986	\$ -	\$ -

SEPTEMBER 2016

September Commercial Flights

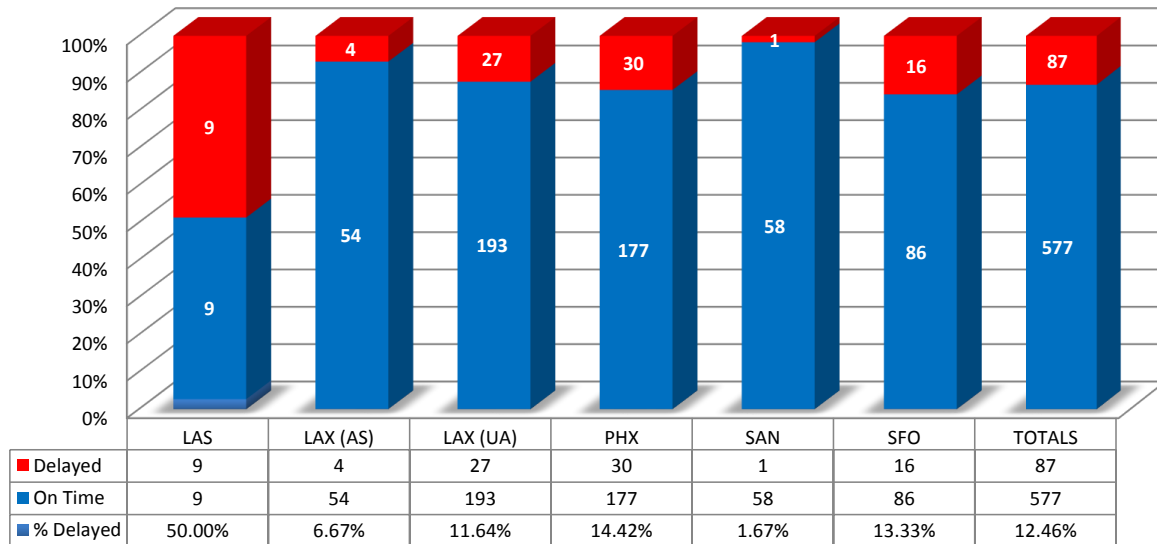
Operated vs. Canceled



TOTAL CANCELED FLIGHTS: 32

September Commercial Flights



On Time vs. Delayed



TOTAL DELAYED FLIGHTS: 87

Monterey Regional Airport

October 2016 Flight Schedule

	ARRIVALS					DEPARTURES					
	FROM	AIRLINE	FLIGHT	TIME	SCHD	TO	AIRLINE	FLIGHT	TIME	SCHD	
MD80 (166)	LAS		540	9:45 AM	THURSDAYS & SUNDAYS	SFO		5316	5:45 AM	DAILY	CRJ700 (66)
CRJ200 (50)	LAX		5018	10:10 AM	DAILY	PHX		5937 3106	6:00 AM	OCT 1-6 OCT 7-31	CRJ900 (76) CRJ700 (66)
Q400 (76)	LAX		2604	11:00 AM	DAILY	LAX		5052	6:25 AM	DAILY	CRJ200 (50)
CRJ200 (50)	SFO		5984	11:00 AM	DAILY	LAS		541	10:35 AM	THURSDAYS & SUNDAYS	MD80 (166)
CRJ900 (76)	PHX		5896	11:50 AM	DAILY	LAX		5053	10:40 AM	DAILY	CRJ200 (50)
CRJ200 (50)	LAX		5166	2:15 PM	DAILY	SAN		2437	11:30 AM	DAILY	Q400 (76)
CRJ900 (76) CRJ700 (66)	PHX		5994 3108	3:49 PM	OCT 1-5 OCT 6-31	SFO		5457	11:35 AM	DAILY	CRJ200 (50)
CRJ200 (50)	LAX		5037	4:50 PM	DAILY EXC SAT	PHX		5907	12:20 PM	DAILY	CRJ900 (76)
Q400 (76)	SAN		2436	5:20 PM	DAILY	LAX		5139	2:45 PM	DAILY	CRJ200 (50)
CRJ200 (50)	PHX		3073	6:45 PM	DAILY EXC OCT 29	PHX		5953 3104	4:15 PM	OCT 1-6 OCT 7-31	CRJ900 (76) CRJ700 (66)
CRJ200 (50)	LAX		5021	8:50 PM	DAILY	LAX		5054	5:20 PM	DAILY EXC SAT	CRJ200 (50)
CRJ900 (76) CRJ700 (66)	PHX		5990 3107	10:06 PM	OCT 1-5 OCT 6-30	LAX		2603	5:55 PM	DAILY	Q400 (76)
CRJ700 (66)	SFO		5850	11:40 PM	DAILY	PHX		3073	7:15 PM	DAILY EXC OCT 29 & 31	CRJ200 (50)

*Flight Schedule is general information and subject to change. Schedules are updated monthly and can change daily. Please contact your airline for further information.

AGENDA ITEM: H
DATE: October 12, 2016

TO: Mike La Pier, Executive Director
FROM: Police Chief Jeff Hoyne
DATE: September 30, 2016
SUBJECT: Police Activity Report for September 2016

The following is a summary of significant activity in the Police Department in September 2016:

Highlights

- Command staff completed several-month long project updating and editing the entire Police Department policy manual and distributing to all staff for review.
- MRY PD responded to **217 door and gate alarms** as of September 29.
- Officers worked a total of **22.0 hours of overtime** in September.
- MRY PD Officers responded to six outside agency assists in September which consisted of the following:
 - 9/10 @ 0107 hrs. Dispatched to cover 9Z1 in Del Rey Oaks for a report of a 261 PC to a 14 year-old. Report unfounded.
 - 9/10 @ 0145 hrs. Dispatched to cover 9Z1 in Del Rey Oaks for the report of 242 PC. Victim bleeding from mouth but refused medical treatment. Suspect fled prior to our arrival. BOL broadcast.
 - 9/10 @ 0205 hrs. Dispatched to cover 9Z1 at Safeway in Del Rey Oaks for the report of a 415 PC possibly physical. Found not to be physical, suspect issued don't return/trespass on property.
 - 9/23 @ 0115 hrs. Assisted Monterey/Del Rey Oaks PD in the attempt to locate the driver from a hit and run accident in Monterey. UTL.
 - 9/24 @ 0230 hrs. Dispatched to cover 9Z1 at 711 off Highway 68 for the activation of a silent alarm. Employee error.
 - 9/27 @ 1600 hrs. Covered 9S1 on a 273.5 arrest at Safeway. Obtained victim and witness identifiers for officer's report.

Training

- All officers completed monthly DTBs.
- All officers reviewed and acknowledged newly edited and updated policy manual.

Calls for Service

1. 9/9 @ 2305 hrs. Officer dispatched to locate aircraft that was broadcasting its emergency beacon. Aircraft located on the Monterey Jet Center ramp. MJC Operations arrived on scene to document the incident.
2. 9/16 @ 2220 hrs. Dispatched to an alarm at Sky Park Storage. Renter set off the alarm.

3. 9/19 @ 1200 hrs. During regular inspection, Maintenance reported a hole was cut in the Southeast AOA fence line. Report taken.
4. 9/23 @ 1445 hrs. Contacted hangar tenant regarding his refusal to leave the airfield near the Quonset hut when asked by Maintenance. Tenant said he misunderstood or did not hear and was out there to watch his recently-sold planes leave the airport. Tenant has a current AOA badge. No further action.
5. 9/24 @ 1800 hrs. Dispatched to the checkpoint regarding a gun in a passenger's bag. The passenger was contacted. The gun was a toy gun and the passenger forgot it was in her bag. Information was obtained so that the property could be forwarded to the passenger.



MONTEREY FIRE DEPARTMENT

Report to Airport Board of Directors

September 2016

1. Incident Responses

Engine assigned to Fire Station 6 (Airport) responded to a total of 25 incidents during the month as follows (see attached for breakdown of types of incidents):

- MPAD property – 7
- City of Monterey – 19
- Auto / Mutual Aid – 3

2. Training

Personnel completed a total of 68.0 hours of Airport related training during the month.

Currently the following numbers of personnel are qualified in the ARFF training program:

- Awareness (familiar with operations at the Airport): 71
- Operational (qualified to work at Airport, but no live fire training): 31
- Technician (fully qualified to be the designated ARFF fire engineer): 13

3. Other

- Monterey Fire continued to have crews out at various fires throughout the state to assist.
- Several candidates are in the back-grounding phase of the employment process in anticipation of hiring 9 new firefighters to start a Recruit Academy in January 2017.
- Monterey Fire has been working closely with the Airport Police Department to clean up and improve the training props near the fire station to support both departments' training needs.

Monterey Fire Department

Incident Type Report (Summary)

Alarm Date Between {09/01/2016} And
{09/30/2016} and Station = "6"

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
141 Forest, woods or wildland fire	1	3.45%	\$0	0.00%
151 Outside rubbish, trash or waste fire	1	3.45%	\$0	0.00%
	2	6.90%	\$0	0.00%
2 Overpressure Rupture, Explosion, Overheat(no fire)				
251 Excessive heat, scorch burns with no ignition	1	3.45%	\$0	0.00%
	1	3.45%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
321 EMS call, excluding vehicle accident with injury	10	34.48%	\$0	0.00%
322 Motor vehicle accident with injuries	1	3.45%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	1	3.45%	\$0	0.00%
	12	41.38%	\$0	0.00%
4 Hazardous Condition (No Fire)				
451 Biological hazard, confirmed or suspected	1	3.45%	\$0	0.00%
463 Vehicle accident, general cleanup	1	3.45%	\$0	0.00%
	2	6.90%	\$0	0.00%
5 Service Call				
553 Public service	1	3.45%	\$0	0.00%
	1	3.45%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & cancelled en route	3	10.34%	\$0	0.00%
622 No Incident found on arrival at dispatch address	1	3.45%	\$0	0.00%
651 Smoke scare, odor of smoke	1	3.45%	\$0	0.00%
671 HazMat release investigation w/no HazMat	1	3.45%	\$0	0.00%
	6	20.69%	\$0	0.00%
7 False Alarm & False Call				
733 Smoke detector activation due to malfunction	3	10.34%	\$0	0.00%
734 Heat detector activation due to malfunction	1	3.45%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	3.45%	\$0	0.00%

Monterey Fire Department

Incident Type Report (Summary)

Alarm Date Between {09/01/2016} And
{09/30/2016} and Station = "6"

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call	5	17.24%	\$0	0.00%

Total Incident Count: 29

Total Est Loss: \$0

AGENDA ITEM: H
DATE: October 12, 2016

TO: Michael La Pier, Executive Director, Monterey Peninsula Airport District
FROM: Tim Bergholz, Deputy Executive Director Finance and Administration
SUBJECT: Financial Summary for August 2016 for Fiscal Year 2017

BACKGROUND. The Financial Summary for August 2016 (the eleventh period of Fiscal Year 2017) is summarized by the following documents:

- **Graphic Comparison – Actual Operating Revenue & Actual Operating Expense**
- **Airport District Operating Statistics & Financial Performance**
- **Sources / Uses of Cash**
- **Capital Expenditures**

SUMMARY. August 2016 operating revenues were higher than plan by \$30.1K (4%) and FYTD 40.4K (3%) higher for commercial aeronautical fees, terminal rents, rental car concessions, TNC permits & trip fees, GA landing fees, fuel flowage fees, light GA rents, non-aviation rents and interest on investments.

August 2016 general aviation operating revenues (\$193.7K) were 24.1% higher than July (\$155.7K), and 4.2% higher than Budget (\$185.1K). FYTD general aviation revenues are \$349K \$11.2K higher than budget. FYTD General Aviation revenue improvement is from favorable variances in fuel fees (\$8.9K) and landing fees (\$4.4K), which are offset by lower than budgeted light GA fees (\$2.2K).

Combined TCP permits, taxi permits & TNC trip fees, terminal concessions, rental car and parking concessions (Concessions) were above plan for August (\$10.1K). Uber percentage of trip fees continues to increase as Taxi Operator trip fees decrease. A majority of the August Concession favorable variance comes from higher rental car income (\$10.6K).

In August, there were thirteen (13) cancelled commercial flights which is lower than the thirty-one (31) cancelled flights in July. August commercial flight cancellations came from American Airlines (6) and United (7). Even with cancellations, commercial flight aircraft size continued to improve commercial aeronautical fees to be above plan for August.

OPERATING REVENUE							
August 2016 ACTUAL	August 2016 PLAN	VARIANCE		FYTD 2017 ACTUAL	FYTD 2017 PLAN	VARIANCE	
		\$	%			\$	%
\$ 821,936	\$ 791,853	\$ 30,083	4%	\$ 1,563,207	\$ 1,522,774	\$ 40,433	3%

August operating expenses are lower than plan by \$29.4K (4%). Most of this favorable variance is attributable to delays in planned expenditures that will occur in September of FY 2017.

OPERATING EXPENSE							
August 2016 ACTUAL	August 2016 PLAN	VARIANCE		FYTD 2016 ACTUAL	FYTD 2016 PLAN	VARIANCE	
		\$	%			\$	%
\$ 643,200	\$ 672,596	\$ 29,396	-4%	\$ 1,290,106	\$ 1,418,901	\$ 128,795	-9%

Operating income for August is 29.3K (4%) above plan.

OPERATING INCOME / (LOSS)							
August 2016 ACTUAL	August 2016 PLAN	VARIANCE		FYTD 2016 ACTUAL	FYTD 2016 PLAN	VARIANCE	
		\$	%			\$	%
\$ 178,736	\$ 119,257	\$ 59,479	50%	\$ 273,101	\$ 103,873	\$ 169,228	163%

* **Note-** Historically the following charts presented the fiscal years 12 months of business activity. Going forward the charts will display a rolling 13 months of business activity.

ACCOUNTS RECEIVABLE. The accounts receivable balance on August 31, 2016, is \$511.7K. This balance is 16.6% lower than the balance at July 31, 2016 and 18% higher than the balance on August 31, 2015.

Of the accounts receivable balance, \$43.3K or 8.5% are over 60 days old. The over 60 days old primarily consists of two Allegiant Air invoices (\$5.4K), two US Treasury-LEO invoices (\$19.9K) three Salinas Yellow Cab (\$13.2) and one XTRA Air invoice (\$1.8K). In September MPAD received payment from US Treasury (\$9.6K) and Salinas Yellow Cab (\$17.1K). Chart 1 below depicts the accounts receivable balances by month for the 13 months August FY 2016 and August of 2017.

Chart 1

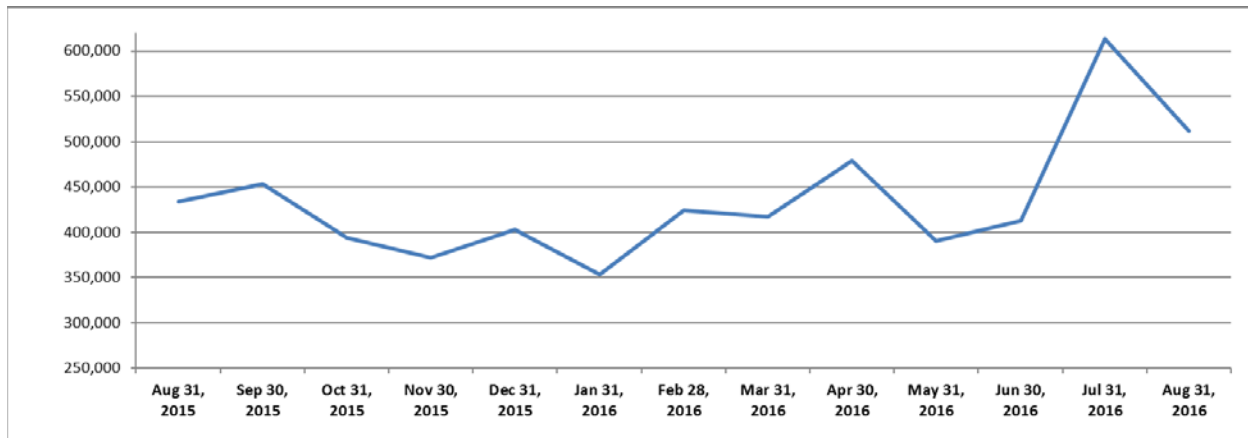
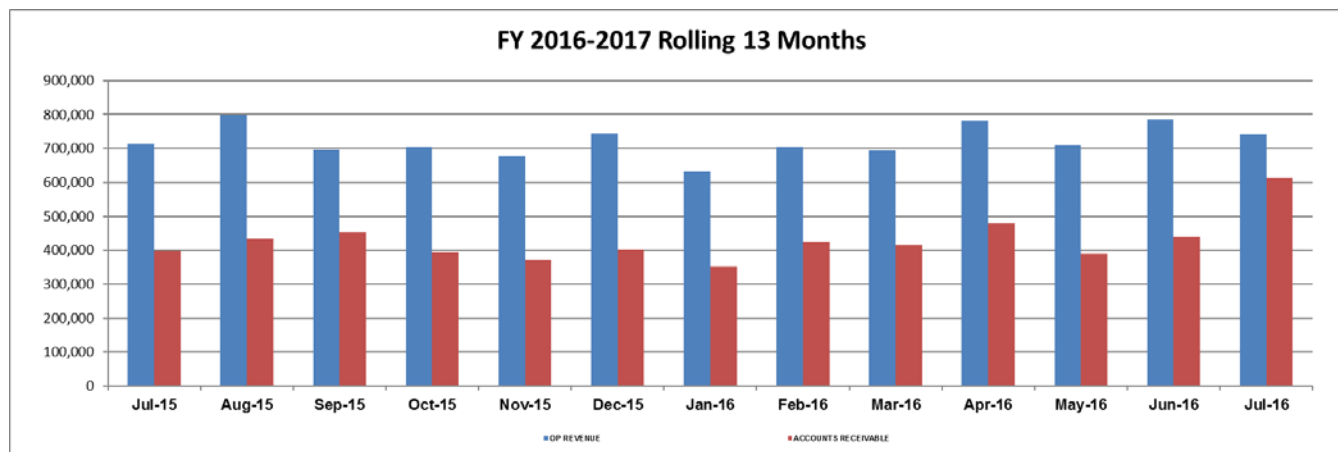


Chart 2 below graphically presents the monthly comparison of operating revenues to accounts receivable.

Typically, the balance of accounts receivable at month-end will align with operating revenues in that month, and be approximately 55% to 60% of revenues. In August 2016, accounts receivables is 62% of sales, which is 21% lower than July. In August, American, Alaska and Allegiant Airlines made payments of \$190K reducing the over 60 days old receivables balance from before August.

Chart 2



UNRESTRICTED CASH AND INVESTMENTS. The unrestricted cash and investments balance on August 31, 2016 is \$3.283M and the unrestricted cash and investments balance on July 30, 2016 is \$3.28M, an improvement of \$1.4K. FY 17 unrestricted cash will increase in September by approximately \$750K+ from the FAA's decision to reimburse MPAD for the RSA litigation and settlement expense previously denied.

Chart 3 graphically presents the monthly balances of investments.

Chart 3

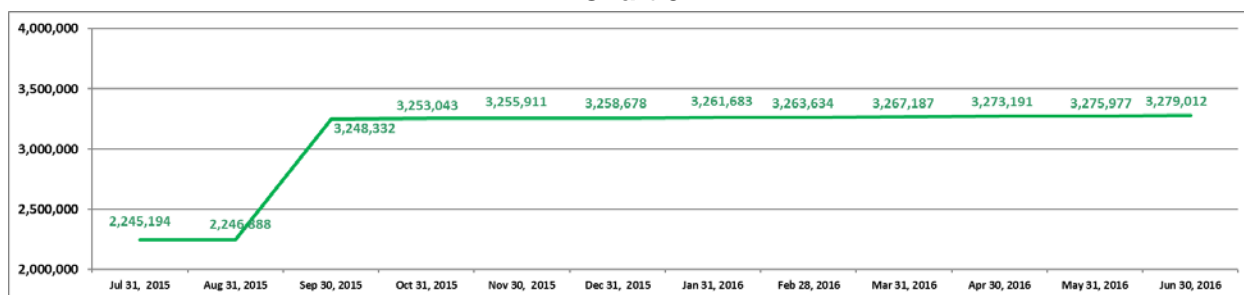
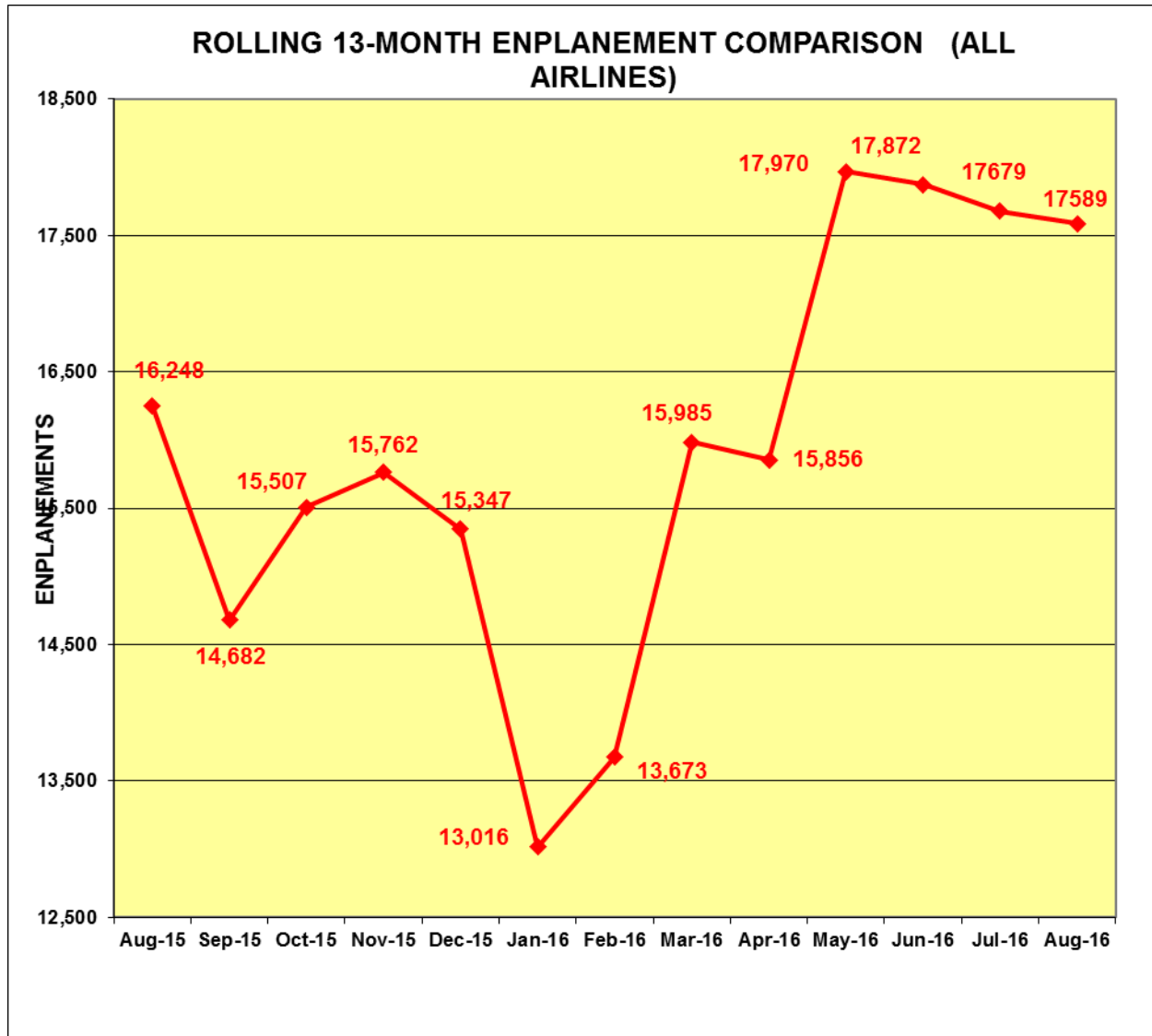


Chart 4 presents a rolling 13-month display of total enplanements which mimics the business cycle of the District. When compared to July 2016, August 2016 enplanements decreased 0.5%. When compared to August 2015, August 2016 enplanements increased 8.3%.

Chart 4



Update: MPAD's FY 2016 financial audit began on August 22 and will continue until mid-October. Below is the current status of the FY 2016 audit:

August 22 Pre-audit interim test work at MPAD begins. (4 days)-**Completed**

September 12 MGO presents final audit plan to the Finance Committee (0.25 Days)-**Completed**

October 3 On-site field year end field work begins (4 Days)-**Changed- MGO will work remotely**

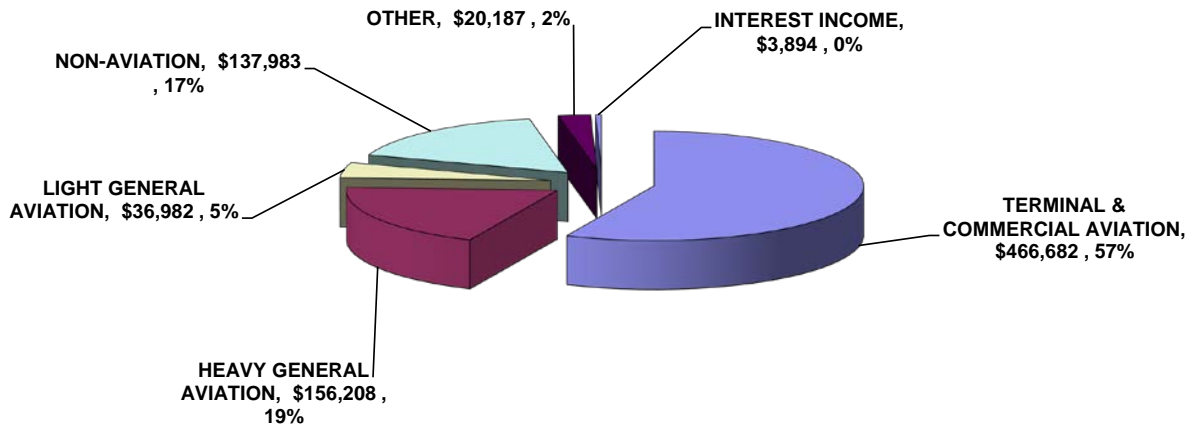
October 10-14 Reporting recommendations and revisions are finalized - **In process**

October 14 Draft FY 2016 financial statements prepared

October 26 Presentation of draft audited financial statements presented to Finance Committee.

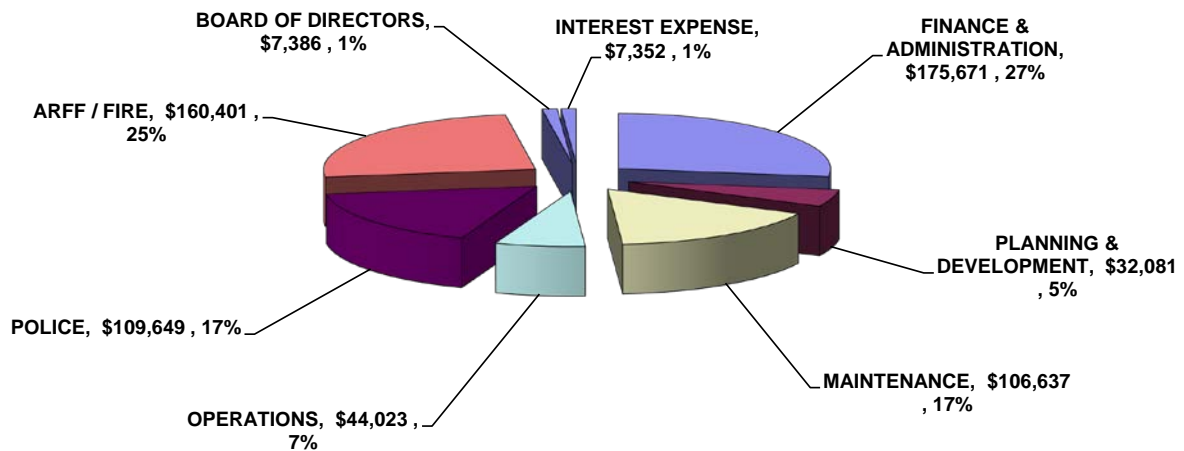
November 9 Audited financial statements presented to the Board of Directors.

AUGUST 2017 OPERATING REVENUE



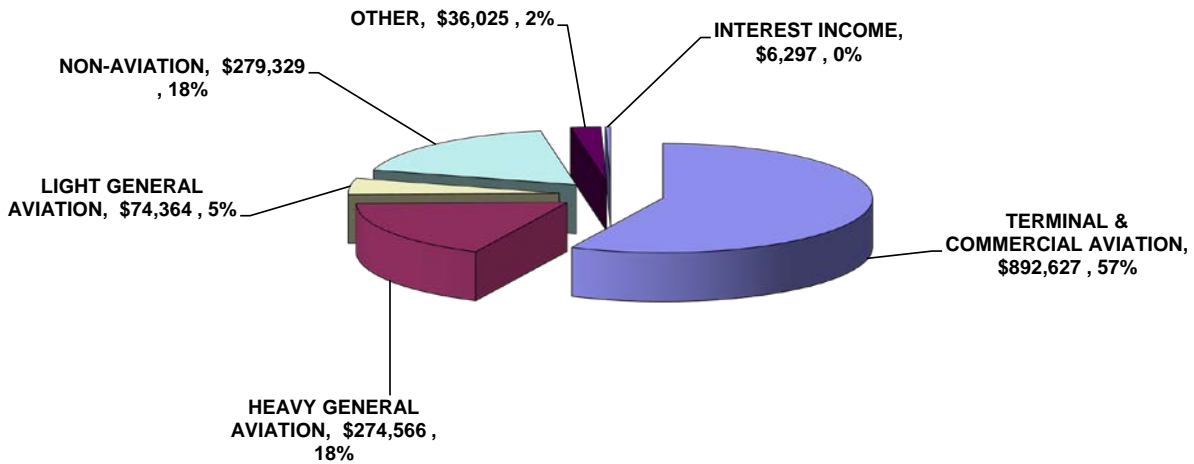
TOTAL OPERATING REVENUE: \$821,936

AUGUST 2017 OPERATING EXPENSE



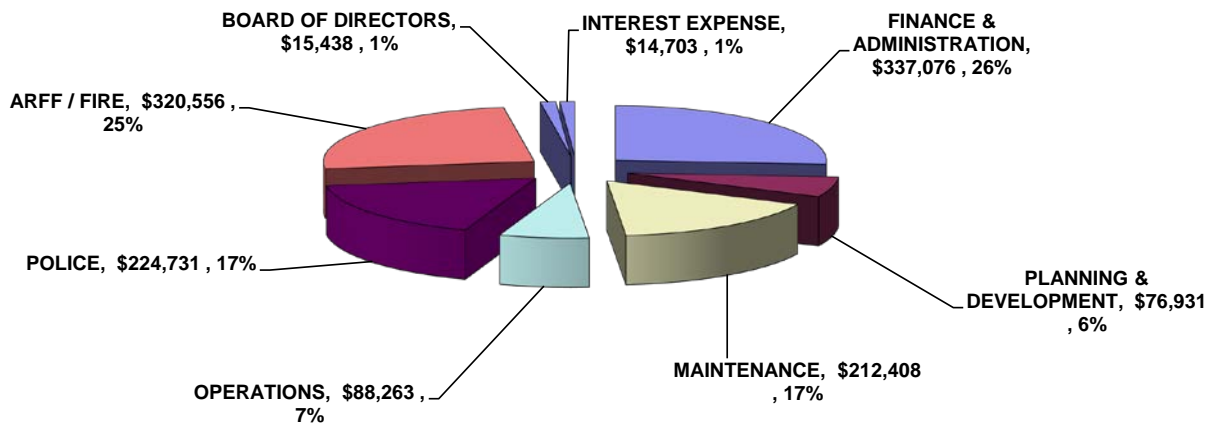
TOTAL OPERATING EXPENSE: \$643,200

FY 2017 (July 16 - August 16) YTD OPERATING REVENUE



TOTAL OPERATING REVENUE: \$1,563,207

FY 2017 (July 16 - August 16) YTD OPERATING EXPENSE



TOTAL OPERATING EXPENSE: \$1,290,106

AIRPORT DISTRICT OPERATING AND FINANCIAL PERFORMANCE SUMMARY

August 31, 2016

OPERATING STATISTICS				August 16	August 16	YTD FY 17	YTD FY 16		
AIRPORT ACTIVITY									
Air Carrier Landings ¹	367	341	8%	359	725	681	6%	725	
Passengers (emp/dep)	35,461			32,443	70,955			65,202	
Total Cargo (in pounds)	93,102			93,193	167,062			180,662	
AIRCRAFT OPERATIONS									
Commercial	1,571			1,486	2,805			2,729	
General Aviation	11,458			5,362	20,155			9,770	
Military	758			457	1,483			800	
TOTAL AIRCRAFT OPERATIONS	13,787			7,305	24,443			13,299	
VEHICLE EXIT COUNT									
Upper Short Term (1) Lot	2,338			2,155	4,610			4,454	
Long Term (2) Lot	2,023			1,954	3,987			4,018	
Lower Short Term (3) Lot	7,162			6,933	14,399			13,844	
TOTAL VEHICLE EXIT COUNT	11,523			11,042	22,996			22,316	
1 Cancelled Flights: August = 13 (0 - Alaska / 0 - Allegiant / 6 - American / 7 - United); FYTD = 230 (2 - Alaska / 0 - Allegiant / 18 - American / 24- United)									
FINANCIAL INFORMATION		August 16	August 16		August 16	YTD FY 17	YTD FY 17	YTD FY 16	
ance Sheet - August 31, 2016		ACTUAL	BUDGET	%	ACTUAL	ACTUAL	BUDGET	%	ACTUAL
OPERATING REVENUE									
TERMINAL									
CA Landing, Apron & RON Fees	69,510	64,663	7%	62,693	137,506	129,069	7%	126,591	
Rents	141,731	140,530	1%	141,112	285,097	281,322	1%	282,786	
TCP Operator Permits	933	885	5%	1,393	1,467	1,525	-4%	2,027	
Taxi Operator Permits & Trip Fees	10,548	13,568	-22%	14,705	19,629	26,355	-26%	27,621	
TNC Permits & Trip Fees	7,986	3,106	100%	-	14,484	6,205	100%	-	
Concessions	13,387	16,111	-17%	12,797	25,664	30,984	-17%	24,270	
Rental Car	153,575	142,922	7%	141,705	272,139	252,107	8%	249,384	
Parking	69,012	68,791	0%	63,074	136,642	136,800	0%	125,366	
HEAVY GENERAL AVIATION									
GA Landing Fees	51,073	47,354	8%	47,833	80,988	76,629	6%	77,108	
FBO Rent	57,780	57,929	0%	56,252	115,560	115,858	0%	112,504	
Fuel Fees	47,355	41,605	14%	42,672	78,018	69,061	13%	70,527	
LIGHT GENERAL AVIATION									
	36,982	38,190	-3%	36,116	74,364	76,380	-3%	72,232	
NON AVIATION									
	137,983	137,659	0%	136,963	279,329	274,939	2%	273,965	
OTHER OPERATING REVENUE									
	20,187	15,625	29%	37,196	36,025	39,600	-9%	61,171	
INTEREST INCOME									
	3,894	2,915	34%	3,840	6,297	5,940	6%	6,756	
TOTAL OPERATING REVENUE									
	\$ 821,936	\$ 791,853	4%	\$ 798,351	\$ 1,563,207	\$ 1,522,774	3%	\$ 1,512,308	
* * *									
OPERATING EXPENSE									
Finance & Administration	175,671	179,837	-2%	155,592	337,076	383,323	-12%	373,888	
Planning & Development	32,081	48,400	-34%	35,173	76,931	85,080	-10%	73,603	
Maintenance & Custodial Services	106,637	110,566	-4%	97,518	212,408	277,872	-24%	218,830	
Airport Operations	44,023	43,928	0%	42,772	88,263	92,142	-4%	84,616	
Police Department	109,649	112,959	-3%	107,924	224,731	226,802	-1%	212,575	
ARFF /Fire Services	160,401	160,948	0%	145,823	320,556	321,541	0%	291,487	
Board of Directors	7,386	8,606	-14%	7,559	15,438	17,437	-11%	15,996	
Interest Expense	7,352	7,352	0%	8,400	14,703	14,704	0%	16,801	
TOTAL OPERATING EXPENSE									
	\$ 643,200	\$ 672,596	-4%	\$ 600,762	\$ 1,290,106	\$ 1,418,901	-9%	\$ 1,287,796	
OPERATING INCOME / (LOSS)									
	\$ 178,737	\$ 119,257	50%	\$ 197,588	\$ 273,101	\$ 103,873	163%	\$ 224,512	
DISTRICT CAPITAL EXPENDITURES									
	\$ -	\$ 74,500	-100.0%	\$ 2,131	\$ 17,713	\$ 74,500	-76.2%	\$ 30,529	
DEBT SERVICE - PRINCIPAL ONLY									
	\$ 25,000			\$ 22,667	\$ 50,000			\$ 45,333	

Monterey Peninsula Airport District
Airport Capital Improvements / Capital Expenditures
August 31, 2016

Airport Improvement Programs	Actual FY 2017 Current Period		Prior Fiscal Year Current Period		Actual FY 2017 Year-To-Date		Prior Fiscal Year Year-To-Date	
MPAD Expenditures	36,569.00	29.5%	2,131.00	0.1%	32,616.61	17.8%	2,131.00	0.1%
AIP -- FAA Funded Expenditures	83,085.00	66.9%	1,349,321.22	94.8%	87,904.00	48.0%	1,928,262.61	93.9%
AIP -- PFC Funded Expenditures	4,504.00	3.6%	71,369.29	5.0%	62,456.08	34.1%	122,680.72	6.0%
Total Capital Improvement Expenditures	124,158.00	100%	1,422,821.51	100%	182,976.69	100%	2,053,074.33	100%

**

Capitalized Acquisitions / Expenditures By Department

Finance & Administration	0.00		0.00		0.00		0.00	
Planning & Development	0.00		0.00		0.00		0.00	
Maintenance & Custodial Services	0.00		0.00		17,712.64	100.0%	28,398.01	
Airport Operations	0.00		0.00		0.00		0.00	
Police	0.00		0.00		0.00		0.00	100%
ARFF / Fire	0.00		0.00		0.00		0.00	
Balance Sheet - July 31,								
Total Capital Acquisition Expenditures	0.00	0%	0.00	0%	17,712.64	100%	28,398.01	100%

Consolidated

District Expenditures	36,569.00	29.5%	2,131.00	0.1%	50,329.25	25.1%	30,529.01	1.5%
AIP -- FAA Funded Expenditures	83,085.00	66.9%	1,349,321.22	94.8%	87,904.00	43.8%	1,928,262.61	92.6%
AIP -- PFC Funded Expenditures	4,504.00	3.6%	71,369.29	5.0%	62,456.08	31.1%	122,680.72	5.9%
Total Capital Expenditures	124,158.00	100%	1,422,821.51	100%	200,689.33	100%	2,081,472.34	100%

FY 2016/17 District Capital Expenses:

	Actual PTD	Budget PTD	Actual YTD	Budget YTD
2012-01 RSA Project 1	-	-	-	(808,573.00)
2013-02 Master Plan	-	-	-	-
2014-02 RSA Project 2	-	-	-	-
2015-03 Infield Safety Project	-	-	5,327.50	-
2016-01 NEPA & CEQA	36,569.00	25,935.00	38,669.00	51,870.00
2016-02 Solar Panel Array	-	44,500.00	-	89,000.00
2017-01 Mower	-	-	-	20,000.00
2017-02 Paint Machine	-	-	-	-
2017-03 Terminal Refresh	-	20,000.00	6,332.75	30,000.00
2017-04 Baggage Belt	-	-	-	-
	36,569.00 FIX	90,435.00	50,329.25 FIX	(617,703.00)

MONTEREY PENINSULA AIRPORT DISTRICT
August 31, 2016

	FY 2017 CURRENT-PERIOD ACTUAL	FY 2017 YEAR-TO-DATE ACTUAL
SOURCES AND USES OF CASH -- OPERATIONS		
SOURCES OF CASH		
CASH RECEIVED - OPERATING REVENUE	\$ 818,042	\$ 1,556,911
CASH RECEIVED - INTEREST INCOME	3,894	6,297
CASH RECEIVED	<u>\$ 821,936</u>	<u>\$ 1,563,207</u>
USES OF CASH -- OPERATIONS		
CASH DISBURSED - OPERATING EXPENSE ¹	\$ 635,783	\$ 1,275,273
CASH DISBURSED - DEBT SERVICE (BOND INTEREST EXPENSE) ²	7,352	14,703
CASH DISBURSED - DEBT SERVICE (PRINCIPAL REDUCTION) ²	25,000	50,000
CASH DISBURSED	<u>\$ 668,135</u>	<u>\$ 1,339,976</u>
CHANGE IN CASH POSITION FROM OPERATIONS & DEBT SERVICE	<u>\$ 153,802</u>	<u>\$ 223,231</u>
USES OF CASH -- CAPITAL PROGRAM		
CASH DISBURSED - DISTRICT CAPITAL PROJECTS ³	\$ -	\$ 17,713
CASH DISBURSED	<u>\$ -</u>	<u>\$ 17,713</u>
CHANGE IN CASH POSITION FROM CAPITAL PROGRAM	<u>\$ -</u>	<u>\$ (17,713)</u>
CHANGE IN CASH POSITION FROM OPERATIONS, CAPITAL & DEBT SERVICE	<u>\$ 153,802</u>	<u>\$ 205,518</u>

¹Net of non-cash operating expense (OPEB)

²Moved to Restricted Account/Disbursement will occur in December 2015 & June 2016

³District-funded capital plan for FY16

AGENDA ITEM: H
DATE: October 12, 2016

TO: Michael La Pier, Executive Director
FROM: Chris Morello, Planning & Development
DATE: October 1, 2016
SUBJ: Planning & Development Monthly Project Report

Attached is the current monthly Project Report for the Planning and Development Department. Highlights for September 2016 include:

- Work directed toward the Airport Master Plan (AMP), includes a Final draft ALP has begun the FAA lines of business review process.
- The draft Environmental Assessment (EA) for the Infields Rehabilitation Project is under FAA review. Initial Study review under CEQA has begun as well.
- Staff is reviewing the initial site map options for a Solar Photovoltaic (PV) Electric Generating System. An update will be provided at the October Board meeting.
- A grant application for the NEPA EA review based on the negotiated fee with Coffman Associates, Inc. was received from the FAA and executed on September 21, 2016 based on the contract that was awarded to Coffman Associates, Inc. on July 13, 2016.
- Had a discussion with FAA staff at the ACA conference regarding the 2017-2022 ACIP and a draft ACIP will be brought to the Board at the November meeting for review and approval.

	FUNDING			BUDGETING				EXPENDITURES			STATUS			
	PROJECT #	AIP #	PFC	Prior FY Budget	FY 2017 Budget	Post FY Budget	Total Project Budget	Spent in Prior Fiscal Years	FY 2017 Expenditures to Date	9/30/2016	% Physical Complete	Project Name	Current Status	4 Week Look Ahead
ACTIVE FEDERALLY-FUNDED PROJECTS:														
1	2012-01 and 2014-01	58, 61	10-15-C-00-MRY 11-17-C-00-MRY 13-18-C-00-MRY 14-19-C-00-MRY	\$50,669,961	\$2,330,039	\$0	\$53,000,000	\$50,669,961	\$1,651,430	\$52,321,391	100%	RSA RUNWAY 10R/28L - CONSTRUCTION; Phase 1 and 2	Project construction is complete. AIP 58 documentation for closeout has been submitted to the FAA.	On-going environmental mitigation will continue during the reporting period and thereafter.
2	2013-02	59	13-18-C-00-MRY	\$1,166,458	(\$71,478)	\$0	\$1,094,980	\$1,166,458	\$0	\$1,166,458	98%	AIRPORT MASTER PLAN	The Initial Study for CEQA compliance has been completed. Airport has filed a pre-application with the FAA for funding of a NEPA Environmental Assessment in FY 16.	The initial phase of the AMP efforts is completed. Draft ALP is under review by the FAA.
3	2015-03	62	Unk.	\$156,044	\$825,000	\$0	\$1,094,980	\$156,044	\$15,521	\$171,565	65%	AIRPORT INFIELD SAFETY AREA REHABILITATION- Part A	The NEPA Environmental Assessment (EA) is underway.	Initial administrative draft assessment is under FAA review.
4	2016-01	64	Unk.	\$0	\$1,360,261	\$1,151,572	\$2,511,833	\$0	\$6,950	\$6,950	2%	NEPA/CEQA PROPOSED SAFETY ENHANCEMENT PROJECTS	BOD approved contract with Coffman Associates Inc., on 7/13/16. Grant agreement from the FAA for NEPA review was executed on 9/21/16. NTP was issued.	A schedule is currently being developed. Work towards the NEPA/CEQA documents are underway.
5	2017-05	63	Unk.	\$0	\$276,431	\$0	\$276,431	\$0	\$1,742	\$1,742		ACQUIRE AIRPORT SWEEPER	A grant agreement to acquire this equipment was executed and accepted by FAA on 6/20/16. BOD approved contract with GCS Environmental Equipment Services on 5/11/16.	A contract was executed and an NTP has been issued to GCS on 7/13/16. Airfield Sweeper is in production with an estimated delivery of October.

FUNDING				BUDGETING				EXPENDITURES			STATUS			
	PROJECT #	AIP #	PFC	Prior FY Budget	FY 2017 Budget	Post FY Budget	Total Project Budget	Spent in Prior Fiscal Years	FY 2017 Expenditures to Date	9/30/2016	% Physical Complete	Project Name	Current Status	4 Week Look Ahead
OUTSIDE FUNDED PROJECTS:														
6	N/A	N/A	N/A	\$106,636	\$8,725	\$0	\$115,361	\$106,636	\$0	\$106,636	n/a	FWSS MITIGATION LAND RESTORATION	Preparation and planting is complete at the on- and off-airport sites.	Monitoring will continue through FY 2017.
ACTIVE DISTRICT-FUNDED PROJECTS:														
7	2016-02	N/A	N/A	\$0	\$152,000	\$0	\$152,000	\$0	\$2,678	\$2,678		EVALUATION AND INSTALLATION OF SOLAR ARRAY	BOD approved Phase 1 contract with OpTerra for solar array evaluation and documentation on 7/13/16.	Potential site evaluation is underway. An update will be provided at the October board meeting.
8	2017-01	N/A	N/A	\$0	\$20,000	\$0	\$20,000	\$0	\$17,713	\$17,713	100%	ACQUIRE MOWER		Mower has been purchased.
9	2017-02	N/A	N/A	\$0	\$42,000	\$0	\$42,000	\$0	\$0			ACQUIRE PAINT MACHINE		
10	2017-03	N/A	N/A	\$0	\$30,000	\$0	\$30,000	\$0	\$6,333	\$6,333		INSIDE TERMINAL REFRESH	Phase 1 painting has been completed for the installation of the new advertisement displays.	Painting in the downstairs non-secure area of the terminal was completed in early September. Lounge seating has been ordered for some sections in the non-secure area and delivery is estimated for early October.
11	2017-04	N/A	N/A	\$0	\$80,000	\$0	\$80,000	\$0	\$0			BAGGAGE BELT REPLACEMENT		