

REGULAR MEETING OF THE MONTEREY PENINSULA AIRPORT DISTRICT BOARD OF DIRECTORS

October 19, 2022 - 9:00 AM

NOTICE REGARDING A RETURN TO IN-PERSON PUBLIC PARTICIPATION AT MONTEREY PENINSULA AIRPORT DISTRICT BOARD MEETINGS

Due to the expiration of certain directives contained in the Governor's Declaration of Emergency for the State of California (Executive Order N-29-20), the Board of Directors of the Monterey Peninsula Airport District will return to hold meetings at the Airport Board Room, with in-person attendance.

Due to recent increase in the transmission of the Omicron variant of the Coronavirus, and, as a result of the directives issued by the State of California and the Monterey County Public Health Officer intended to prevent the transmission of the coronavirus, the Airport may utilize the procedures outlined in AB361 to utilize alternative measures related to the conduct of remote meetings and remote comments by members of the public.

Should the Board implement the measures outlined in AB 361, members of the public may participate in the Board meeting via Zoom video conference. Please visit www.zoom.us/join and enter the following Meeting ID: **831 7098 4092**. If you do not have access to the internet, you may also participate telephonically by calling (253) 215-8782 and entering the same Meeting ID. Members of the public who wish to provide comment on an item on the agenda may do so during the meeting prior to the item being considered by the Board, as outlined below.

REMOTE PUBLIC COMMENTS

To make a public comment, the following options are available:

1. Before the Meeting via Email: Written comments can be emailed to info@montereyairport.com. Include the following subject line: "Public Comment Item # (insert the agenda item number relevant to your comment)." Written comments should be received by 8:00 AM on the day of the meeting. All submitted comments will be provided to the Board for consideration and will be compiled as part of the record.
2. During the Meeting via Oral Comments: When the Chair calls for public comment, attendees can queue to speak with the "Raise Hand" feature. On the Zoom application, click the "Raise Hand" button. On the phone, press *9. The Secretary to the Board will call speaker names and unmute speaker microphones. You will have up to 3 minutes to provide your oral comments, pursuant to Board policy.

Public comments may also be made in person. Members of the public may attend the Board Meeting in person and request to speak to the Board when the Chair calls for public comment.

A. CALL TO ORDER/ROLL CALL

Chair Miller called to order the regular meeting of the Monterey Peninsula Airport District Board of Directors at 9:04 AM. Directors Pick, Sawhney, Leffel, and Sabo were present. Leffel attended by Zoom videoconference. The following staff were present: Executive Director La Pier, District Counsel Ritchie, Acting District Secretary Adams, Deputy Director of Strategy & Development Morello, and Controller Mark Wilson.

B. PLEDGE OF ALLEGIANCE

Director Sawhney let the Pledge of Allegiance.

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

Executive Director La Pier introduced the Controller, Mark Wilson.

Executive Director La Pier stated Counsel Dave Ritchie is filling in for District Counsel Huber.

D. PUBLIC COMMENTS ON NON-AGENDA ITEMS

No Public Comment.

E. CONSENT AGENDA - ACTION ITEMS

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.

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|---------|--|
| Approve | 1. Minutes of the Regular Board Meeting of September 27, 2022 |
| Approve | 2. Minutes of the Budget and Finance Committee Meeting of October 11, 2022 |
| Approve | 3. Minutes of the Airport Property Development & Leases Committee Meeting of October 12, 2022 |
| Approve | 4. Executive Director Contract Amendment |
| Adopt | 5. Resolution No. 1816-9, A Resolution of the Board of Directors of the Monterey Peninsula Airport District Making Findings and Determinations Pursuant to AB 361 or Virtual Meetings and Authorizing Virtual Board Member and Other District Meetings |

Director Sawney asked to pull Item E.2.

Director Leffel made a motion to approve Consent Agenda Items 1 – 5 except for Item E.2. Director Pick seconded the motion. The motion carried by a roll call vote of 5-0.

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

Director Sawhney referred to the Minutes of the Budget and Finance Committee Meeting of October 11, 2022 and asked for clarification about the \$94k Director Leffel questioned on the Audit Report. Director Leffel explained there is approximately \$94k that has been paid in a disagreement that is waiting to be settled and that we might get partially refunded. She asked that it be referenced in the audit report so that it is more visible. The Auditor agreed to add this item as a note.

Director Sawhney made a motion to approve Consent Agenda Item E.2. Director Pick seconded the motion. The motion carried by a roll call vote of 5-0.

G. REGULAR AGENDA - ACTION ITEMS

- Presentation 1. Review of the Passenger Terminal Refinement Plan (Kimley Horn)

Executive Director La Pier introduced Item G.1 and Tom Schnetzer, from Kimley Horn, who attended by Zoom videoconference. He stated this is a version of a presentation previously presented to the Board in February 2021.

Mr. Schnetzer reviewed the major steps necessary to increase the separation of runway and taxiway and the projects required before that can happen including the relocation of hangars, the ARFF facility, and ultimately the terminal building. Director Sabo asked if the work already done on Taxiway Alpha had cured any of the separation issue. Deputy Director Morello answered we are still under waiver; there is a small portion where we have increased the separation. The FAA is funding more than usual because it is a Safety Enhancement Plan.

Directors asked questions of Mr. Schnetzer regarding the overall design of the terminal building. He answered with general assumptions that had been made but noted the designers will get more creative; this presentation was trying to frame the space; it was just a guideline. However, it is envisioned to be a much more functional space.

Executive Director La Pier stated the presentation being reviewed was conceptual and will inform the next steps. A review of the Passenger Terminal Refinement Plan was given as preparation for the architect interviews being held on Friday, October 21, 2022.

Chair Miller noted that Director Leffel had been excused at 9:56 AM.

A break was taken at 10:22 AM.

The meeting reconvened at 10:32 AM.

- Approve 2. Professional Service Agreement Between Monterey Peninsula Airport District and Chris Chidlaw dba Chidlaw Marketing for Public Relations and Community-Media Outreach Services

Executive Director La Pier asked that Item G.2 be pulled from today's Agenda.

- Adopt 3. Resolution No. 1832, A Resolution Authorizing and Approving the Creation of the Position of Deputy Director, Eliminating the Position of Deputy Director Strategy and Development, and Amending the Fiscal Year 2023 Salary Schedule as Amended September 27, 2022 by Resolution No. 1830, Listing Salary Ranges for the Monterey Peninsula Airport District

Executive Director La Pier introduced Item G.3 stating this is part of a modest reorganization of the management team and recognizes that current Deputy Director Morello has grown into managing a much larger scope than her current job description and title; she functions much like a COO.

Directors discussed the job description provided and ultimately gave direction to change the title to Deputy Executive Director and make it clear this position automatically assumed the role of Acting Executive Director in the case of a prolonged absence of the Executive Director.

Directors discussed the organizational structure as it relates to the upcoming Strategic Planning session. Director Sawhney made a motion to have a discussion in the strategy session about organizational structure. Director Pick seconded for discussion, saying he understands the org chart is not approved by the board, but he would like to talk about how the structure nests with the strategic vision.

Chair Miller suggested Item G.3 be tabled until the November regular board meeting. Director Sawhney agreed and withdrew her motion. Director Pick withdrew his second.

- Approve 4. Monterey Peninsula Airport District On-Airport Rental Car Operator Lease and Concession Agreement

Executive Director La Pier introduced Item G.4 stating the current on-airport rental car operator lease is over 15 years old. He reviewed the two main differences between this agreement and the agreement the car rental companies currently operate under, one of which is a very outdated minimum fee. He stated all rental companies pay the minimum fee at the first of the month and then true up to a 10% commission on actual rentals. Currently every rental car company does pay over the new minimum, so

the change is primarily to bring the agreement into current circumstances. Executive Director La Pier noted the other significant change is to add liquidated damages for failing to live up to tenant's responsibilities as it relates to operating the counter with personnel during the business hours outlined in the agreement.

Directors discussed the new agreement. Director Sawhney stated the Lease Committee supports the changes to the agreement.

Director Sabo made a motion to approve the Monterey Peninsula Airport District On-Airport Rental Car Operator Lease and Concession Agreement. Director Sawhney seconded the motion. The motion carried 4-0 with Director Leffel absent.

A break was taken at 11:41 AM.

The meeting reconvened at 11:57 AM. Chair Miller announced Director Pick was excused during the break.

H. BOARD COMMITTEE REPORTS AND ACCEPTANCE OF DEPARTMENT REPORTS

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

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

Standing Committees:

- | | |
|---|----------------------------|
| i. Budget and Finance | Directors Sabo & Leffel |
| ii. Air Service, Marketing, Community Relations | Director Miller & Pick |
| iii. Airport Property Development and Leases | Directors Sawhney & Miller |

b. Ad-Hoc Committees:

- | | |
|-------------------------------|----------------------------|
| i. Local Jurisdiction Liaison | Director Leffel and Miller |
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c. Liaison/Representatives:

- | | | |
|---|------------------|--------------|
| i. Local Agency Formation Commission | Director Leffel | Alt: Sawhney |
| ii. Regional Taxi Authority | Director Leffel | Alt: Sawhney |
| iii. Transportation Agency for Monterey County | Director Sabo | Alt: Sawhney |
| iv. Special Districts Association Liaison | Director Leffel | Alt: Miller |
| v. Association of Monterey Bay Area Governments | Director Sawhney | Alt: Sabo |

Directors discussed Staff Reports.

Director Leffel returned to the meeting at 12:08 PM.

Director Sabo reported for the Finance Committee.

Chair Miller reported for the Air Service Committee in Director Pick's absence. There was a discussion about air service developments and leakage reports.

There was no local jurisdiction meeting.

Director Leffel reported for LAFCO saying they did not have an October meeting and will not have a meeting in November.

The Special Districts meeting was postponed to the third Tuesday in November.

Director Sawhney reported for the Lease Committee.

Director Sawhney did not attend the AMBAG meeting.

Director Sabo reported for TAMC.

I. CLOSED SESSION

A break was taken at 12:55 PM.

The meeting resumed in Closed Session at 1:05 PM.

1. CONFERENCE WITH LABOR NEGOTIATORS (§ 54957.6)

Agency Designated Representatives: Michael La Pier, Executive Director; David G. Ritchie, Special Counsel

Employee Organization: United Public Employees of California 792 (LiUNA, AFL-CIO) – Administrative Employees Association

Unrepresented Employee: All Unrepresented Employees (excluding those covered by employment contracts)

J. RETURN TO OPEN SESSION

Directors returned to Open Session at 2:23 PM. Chair Miller stated there was nothing to report out except that all Directors were in attendance during Closed Session.

K. PENDING REQUESTS FOR FUTURE AGENDA ITEMS

- Updates to MPAD Governance Manual and Board Operating Rules and Procedures to Reflect Legal Counsel Review

Chair Miller reported Counsel Huber has this item prepared and it will be on the agenda in November, when he is able to be present.

L. DISCUSSION OF FUTURE AGENDAS

None.

M. ADJOURNMENT

The meeting adjourned at 2:25 PM.

*Approved at the
Meeting of November 16, 2022*


Carl M. Miller, Chair

ATTEST

A handwritten signature in black ink, appearing to read "m-lapier".

Michael La Pier, AAE
District Secretary