

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

**June 8, 2016 10:00 AM**

**Board Room, 2<sup>nd</sup> 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**

**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**

(10:15AM - 10:30AM 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. <a href="#"><u>Minutes of the Regular Meeting of May 11, 2016</u></a>  |
| Adopt   | 2. <a href="#"><u>Ordinance No. 920, An Ordinance of the Monterey Peninsula Airport District Accepting the Requirements of the Penal Code Relating to the Training of Law Enforcement Officers</u></a>  |
| Adopt   | 3. <a href="#"><u>Resolution No. 1662, A Resolution Ordering an Election, Requesting the Monterey County Elections Department to Conduct the Election, Requesting Consolidation of the Election and Stating the Determination of the Board of Directors of the Monterey Peninsula Airport District with Respect to Candidates' Statements of Qualifications</u></a> |

- |       |  |
|-------|--|
| Adopt | 4. <a href="#"><u>Resolution No. 1663, A Resolution Authorizing and Approving the Adjustment of Rates and Charges at the Monterey Peninsula Airport District for Fiscal Year 2017</u></a>                  |
| Adopt | 5. <a href="#"><u>Resolution No. 1664, A Resolution Authorizing and Approving the Fiscal Year 2017 Salary Schedule Listing Salary Ranges and Pay Steps for the Monterey Peninsula Airport District</u></a> |
| Adopt | 6. <a href="#"><u>Resolution No. 1665, A Resolution Authorizing and Approving the Operating Budget and Capital Budget of the Monterey Peninsula Airport District for Fiscal Year 2017</u></a>              |

#### **F. DEFERRED CONSENT AGENDA - ACTION ITEMS**

#### **G. ACCEPTANCE OF DEPARTMENT REPORTS**

(10:30AM - 10:45AM Estimated)

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

#### **H. REGULAR AGENDA – ACTION ITEMS**

(10:45AM - 11:45AM Estimated)

- |              |  |
|--------------|--|
| Presentation | 1. Best Use of District Water Well Asset by David Stoldt, Monterey Peninsula Water Management District |
| Approve      | 2. <a href="#"><u>Designation of Authorized Signatories on District Investment Accounts</u></a>        |

#### **I. BOARD COMMITTEE REPORTS**

(11:45AM - 12:00PM 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**

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

1. **REAL PROPERTY NEGOTIATIONS** (Government Code Section 54956.8) The Board will meet with Real Property Negotiators, Executive Director and District Counsel, regarding the property identified as 2969 Monterey Salinas Highway, Monterey, CA 93940.

**K. RECONVENE TO OPEN SESSION**

**L. PENDING REQUESTS FOR FUTURE AGENDA ITEMS**

- *Customs and Border Protection*
- *Board Evaluation of Executive Director*
- *Well Water Filtration System Cost Analysis*

**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**

**May 11, 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 10:00am. Directors Miller, Sabo and Searle were present. Director Nelson 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 Sabo led the Pledge of Allegiance.*

**C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS**

*Michael La Pier, Executive Director, requested to defer Item H.5 to the Special Meeting of the Board on June 1, 2016. He provided the Board with amended financial statements reflecting updates in two categories, TNC Revenues and in Airport Capital Improvements and Capital Expenditures. He also introduced Tim Bergholz, the Airport's new Deputy Executive Director of Finance and Administration, to the Board.*

*Chris Morello, Planning Manager/Grants Administration, distributed brochures for the Master Plan's Economic Benefits Analysis.*

**D. PUBLIC COMMENTS**

*Alec Stefan, Monterey Peninsula Taxi Workers Association, expressed his concerns regarding the Uber and taxi contracts. He stated the difference in fees between the two companies and thinks the contracts/fees should be based on ratio of business brought to the airport. He believes that the current contracts are unfair, unethical and immoral.*

*Steve Adams, Yellow Cab, followed up on the previous comment made by Alec Stefan, declaring that the Uber pick-up and drop-off signage in front of the airport can be considered an advertisement for Uber. He stated that there are other alternatives aside from Uber, such as Rapid Ride, and it is not fair that Uber is being singled out in the signage.*

*Hope Ramirez, Yellow Cab, also stated her concerns in the fairness of having the signage for Uber in front of the terminal building.*

**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.)*

*Director Miller moved to approve Consent Agenda Items E.1, E.2, E.3 and E.4. Director Searle seconded the motion. The motion passed unanimously.*

- |         |  |
|---------|--|
| Approve | 1. Minutes of the Regular Meeting of April 13, 2016  |
| Adopt   | 2. Ordinance No. 918, an Ordinance of the Monterey Peninsula Airport District Regulating Electronic Smoking Devices on Monterey Peninsula Airport District |

## **ORDINANCE NO. 918**

### **AN ORDINANCE OF THE MONTEREY PENINSULA AIRPORT DISTRICT REGULATING ELECTRONIC SMOKING DEVICES ON MONTEREY PENINSULA AIRPORT DISTRICT**

**THE BOARD OF DIRECTORS OF MONTEREY PENINSULA AIRPORT DISTRICT DO  
ORDAIN AS FOLLOWS:**

**Section 1. Findings and Purpose.** The Board of Directors finds and declares as follows:

A. Electronic smoking devices, commonly known as “electronic cigarettes,” “ecigarettes,” “e-cigars,” “e-cigarillos,” “e-pipes,” “e-hookahs,” “electronic nicotine delivery systems,” etc., are battery operated devices designed to deliver nicotine, flavor, and/or other substances through a vapor inhaled by the user. (U.S. Food and Drug Administration. (2001). Electronic Cigarettes. Retrieved on September 22, 2015 from <http://www.fda.gov/NewsEvents/PublicHealthFocus/ucm172906.htm>).

B. In 2009, the Food and Drug Administration issued a warning about the potential health risks associated with e-cigarettes, saying laboratory studies of some samples had found the presence of toxic chemicals, including diethylene glycol, which is used in antifreeze. (David Barboza, China’s E-Cigarette Boom Lacks Oversight for Safety, The New York Times, December 13, 2014.)

C. The U.S. Surgeon General concluded that there is no safe level of exposure to secondhand smoke. (US Department of Health and Human Services, Office of the Surgeon General, Secondhand Smoke- What it Means to You (2006) available at: <http://www.surgeongeneral.gov/library/reports/secondhandsmoke/secondhandsmoke.pdf>

D. In 2006, the California Air Resources Board identified secondhand smoke (environmental tobacco smoke) as toxic air contaminant for which there is no safe level. (Available at <http://www.arb.ca.gov/newsrel/nr012606.htm>)

E. It is the intent of the Board of Directors, in adopting this ordinance to regulate electronic smoking devices, to provide further protections for the public health, safety, and welfare by discouraging the behavior of smoking around non-smokers, especially children; by protecting the public from exposure to secondhand smoke; by reducing the potential for children to wrongly associate smoking with a healthy lifestyle; and by affirming and promoting a healthy environment.

**Section 2. Definition.** “Electronic Smoking Device” means an electronic device that can be used to deliver an inhaled dose of nicotine, or other substances, including any such device that

is manufactured, distributed, marketed, or sold as an electronic cigarette, e-cigarette, electronic cigar, electronic cigarillo, electronic pipe, electronic hookah or by any other product name or descriptor. "Electronic cigarette" does not include any inhaler prescribed by a licensed physician.

**Section 3. Regulation of Electronic Smoking Devices.** Electronic Smoking Devices shall be treated as tobacco products for all purposes. The use of Electronic Smoking Devices shall be prohibited in any location where the use of tobacco products is prohibited pursuant to state and/or federal law.

**Section 4. Violations and Public Nuisance.** Any person smoking a tobacco product, including but not limited to an Electronic Smoking Device, where smoking is prohibited by this Ordinance shall constitute a public nuisance. Causing, permitting, aiding, abetting, or concealing a violation of any provision of this Ordinance shall also constitute a violation of this Ordinance.

**Section 5. CEQA.** The Board of Directors has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA)(CCR, Title 14, Chapter 3 ("CEQA Guidelines), Article 20, Section 15378). In addition, CEQA Guidelines Section 15061 includes the general rule that CEQA applies only to activities which have the potential for causing a significant effect on the environment. Because the Ordinance has no potential to cause any effect on the environment, and because it falls within a category of activities excluded as projects pursuant to CEQA Guidelines section 15378, this matter is not a project. Because the matter does not cause a direct or any reasonably foreseeable indirect physical change on or in the environment, this matter is not a project.

**Section 6. Severability.** If any section, subsection, subdivision, sentence, clause, phrase or portion of this Ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The Board of Directors hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

**Section 7. Effective Date.** This ordinance shall take effect 30 days from and after the date of its adoption.

**ADOPTED BY THE BOARD OF DIRECTORS OF THE MOTNEREY PENINSULA AIRPORT DISTRICT:** This 11<sup>th</sup> day of May, 2016, by the following roll call vote:

<b>AYES:</b>	<b>DIRECTORS:</b>	Miller, Sabo, Searle, Chair Leffel
<b>NOES:</b>	<b>DIRECTORS:</b>	None
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>	None
<b>ABSENT:</b>	<b>DIRECTORS:</b>	Nelson

Adopt                    3. Ordinance No. 919, an Ordinance of the Monterey Peninsula Airport District Regarding Telecommunications Improvements on Monterey Peninsula Airport District Property

## **ORDINANCE NO. 919**

### **AN ORDINANCE OF THE MONTEREY PENINSULA AIRPORT DISTRICT REGARDING TELECOMMUNICATIONS IMPROVEMENTS ON MONTEREY PENINSULA AIRPORT DISTRICT PROPERTY**

**THE BOARD OF DIRECTORS OF MONTEREY PENINSULA AIRPORT DISTRICT DO  
ORDAIN AS FOLLOWS:**

**Section 1. Findings and Purpose.** The Board of Directors finds and declares as follows:

F. The 21st-Century economy is dependent upon affordable, high-speed internet access that encourages competition and enables the entire community to access the internet and compete in the world-market with gigabit fiber infrastructure; and

G. The Monterey Peninsula Airport District ("MPAD") is pursuing potential broadband infrastructure opportunities that advance the economic and community benefits of a robust broadband infrastructure for the community, tenants and visitors at the Monterey Regional Airport; and

H. It is the intent of the District, in enacting this Ordinance, to streamline and simplify the process of installing and upgrading telecommunications equipment throughout the Airport property, and to encourage improvement and modernization of telecommunications infrastructure; and

I. Access to modern telecommunications infrastructure is vital for communication, education and economic development; and

J. It is the responsibility of the District to protect and control access to public rights-of-way; and

K. It is necessary to update District policies and practices to recognize the authority of the California Public Utilities Commission as established in state and federal statutes; and

L. A dig-once policy is the first pivotal step to help streamline broadband infrastructure improvements when any entity is proposing to open streets and rights-of-way for utility construction, cost efficiencies can be realized because multiple entities can join in the single dig, reducing costs as well as reducing disruption to the road surface; and

M. The proposed dig-once policy is consistent with the Central Coast Broadband Consortium and Next Century Cities' recommended best practices; and consistent with approved policy in many local jurisdictions.

**Section 2. Definitions.** For purposes of this Ordinance, the following definitions shall apply:

"Telecommunications" refers to data, voice, video or other information provided by wire, fiber optic cable or other technology.

"Facilities" and "Infrastructure" refers to wires, cables, conduit, switches, transmission equipment or other equipment for use in transmitting or processing telecommunications services or for providing support or connection to such equipment.

"Rights-of-way" refers to the area upon or adjacent to any District-owned road, highway or rail line or along or across any of the waters or lands owned or controlled by the District.

"Service providers" refers to any person, company, corporation or other entity providing data, voice, cable, video or other information services by wire, fiber optic cable or other technology.

"Excavation" refers to any process which removes material from the ground through digging, drilling, boring or other activity for the purpose of installing utilities, infrastructure or other structures or equipment.

"Conduit" refers to a tube, duct or other device or structure designed for enclosing telecommunication wires or cables.

"Reconstruction" refers to any project which repairs or replaces fifty percent or more of an existing road, highway or rail line.

"District telecommunications infrastructure" shall mean conduits, pull boxes, and other facilities that are used by the District to provide or support communications services.

"Incremental cost" shall mean the cost associated with adding District communications infrastructure to an excavation project, including the cost of the materials needed by the District and any additional labor costs.

**Section 3. Telecommunications Infrastructure Improvement.** In recognition of the need to provide local residents and businesses within the community with the infrastructure required to meet their telecommunications needs, all construction, reconstruction or repaving of a District right-of-way will include provisions for the installation of telecommunications cable, conduit and other related equipment wherever practical and feasible. Where appropriate, telecommunications infrastructure shall be installed in or adjacent to District rights-of-way in conformance with current District standards. District staff will work with contractors to identify the most cost-effective approach consistent with District requirements. If a public or private project includes excavation in or adjacent to a District right-of-way, installation of or upgrades to District telecommunications cable, conduit or other infrastructure will be included as needed. The District shall be responsible for the incremental costs when the District participates in an excavation project by installing District telecommunications infrastructure. District staff will notify all known providers of the opportunity to join the open trench and help coordinate efforts for multiple parties to join the dig. All installations shall conform to the size, shape, location and other specifications as determined by the Executive Director, or his or her designee.

#### **Section 4. Exemption.**

The Executive Director, or his or her designee, may exempt projects from the requirements of this chapter where compliance is found to be not practical or feasible.



Requests for an exemption shall be in writing, and the Executive Director's or his or her designee's decision shall be final.

An exemption application shall include all information necessary for the Executive Director, or his or her designee, to make a decision, including but not limited to documentation showing factual support for the requested exemption.

The Executive Director, or his or her designee, may approve the exemption application in whole or in part, with or without conditions.

**Section 5. Enforcement.** Enforcement of this ordinance shall be as follows:

The Executive Director, or his or her designee, shall have primary responsibility for enforcement of this ordinance and shall have authority to issue citations for violation of this chapter. The Executive Director, or his or her designee, is authorized to establish regulations or administrative procedures to ensure compliance with this chapter and establish the standard methodology for determining the incremental costs associated with installing District communications infrastructure in excavation projects;

A person or entity violating or failing to comply with any of the requirements of this chapter shall be guilty of an infraction.

The District may seek legal, injunctive, or any other relief to enforce the provisions of this chapter and any regulation or administrative procedure authorized by it.

The remedies and penalties provided in this chapter are cumulative and not exclusive of one another.

The Executive Director, or his or her designee, may inspect the premises of any construction, reconstruction, repaving or excavation project to verify compliance with this ordinance.

**Section 6. Violations.** A violation of this ordinance is hereby declared to be a public nuisance. Any violation described in the preceding paragraph shall be subject to abatement by the District, as well as any other remedies that may be permitted by law for public nuisances, and may be enforced by injunction, upon a showing of violation.

**Section 7. Severability.** If any section, subsection, subdivision, sentence, clause, phrase or portion of this Ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The Board of Directors hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

**Section 8. No Conflict with Federal or State Law.** Nothing in this ordinance shall be interpreted or applied so as to create any requirement, power, or duty in conflict with any Federal or State law.

**Section 9. Preemption.** The provisions of this chapter shall be null and void if State or Federal legislation, or administrative regulation, takes effect with the same or substantially similar provisions as contained in this chapter. The Board of Directors shall determine whether or not identical or substantially similar statewide legislation has been enacted or regulations issued.

**Section 10. Effective Date.** This ordinance shall take effect 30 days from and after the date of its adoption.

**ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** This 11<sup>th</sup> day of May, 2016, by the following roll call vote:

<b>AYES:</b>	<b>DIRECTORS:</b>	Miller, Sabo, Searle, Chair Leffel
<b>NOES:</b>	<b>DIRECTORS:</b>	None
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>	None
<b>ABSENT:</b>	<b>DIRECTORS:</b>	Nelson

Pass to Print 4. Ordinance No. 920, an Ordinance of the Monterey Peninsula Airport District Accepting the Requirements of the Penal Code Relating to the Training of Law Enforcement Officers

**ORDINANCE NO. 920  
AN ORDINANCE OF THE MONTEREY PENINSULA  
AIRPORT DISTRICT ACCEPTING THE REQUIREMENTS OF THE PENAL CODE RELATING TO  
THE TRAINING OF LAW ENFORCEMENT OFFICERS**

**THE BOARD OF DIRECTORS OF MONTEREY PENINSULA AIRPORT DISTRICT DO ORDAIN AS FOLLOWS:**

**Section 1.** The Board of Directors finds and declares that the Monterey Peninsula Airport District desires to qualify to receive aid from the State of California under the provisions of Section 13522, Chapter 1 of Title 4, Part 4 of the California Penal Code.

**Section 2.** Pursuant to Penal Code Sections 13510.1 and 13512, the Monterey Peninsula Airport District will adhere to the standards for recruitment and training established by the Commission on Peace Officer Standards and Training.

**Section 3.** The Commission and its representatives may make such inquiries as deemed necessary to ascertain that the peace officer personnel of the Monterey Peninsula Airport District adhere to the standards for recruitment and training established by the California Commission on Peace Officer Standards and Training.

**Section 4.** This ordinance shall take effect 30 days from and after the date of its adoption.

**PASSED TO PRINT BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** This 11<sup>th</sup> day of May, 2016, by the following roll call vote:

<b>AYES:</b>	<b>DIRECTORS:</b>	Miller, Sabo, Searle, Chair Leffel
<b>NOES:</b>	<b>DIRECTORS:</b>	None
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>	None
<b>ABSENT:</b>	<b>DIRECTORS:</b>	Nelson

## **F. DEFERRED CONSENT AGENDA - ACTION ITEMS**

## **G. ACCEPTANCE OF DEPARTMENT REPORTS**

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

## **H. REGULAR AGENDA – ACTION ITEMS**

Presentation 1. Transportation Agency of Monterey County Update on the State Route 68 Scenic Highway Plan by Debbie Hale, Executive Director of TAMC, and Grant Leonard, TAMC

*Debbie Hale and Grant Leonard, TAMC, presented Item H.1.*

Adopt 2. Resolution No. 1660, a Resolution Authorizing the Executive Director to Enter into a One-Year Contract Extension with GateKeeper Systems, Inc. for Software Management Support of Automated Vehicle Identification Technology

*Kenneth Griggs, Operations Manager, presented Item H.2.*

Public Comment: *Mike Dowson, member of the public, encouraged the Board and Staff to evaluate other options to prevent the District from losing money and to provide better customer service.*

Public Comment: *John, Yellow Cab, stated that he believes the Uber vehicles should be scanned and charged the same fees as the taxi drivers.*

*Director Sabo moved to adopt Resolution No. 1660. Director Miller seconded the motion. The motion passed by a roll call vote of 4-0.*

### **RESOLUTION NO. 1660**

#### **A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A ONE-YEAR CONTRACT EXTENSION WITH GATEKEEPER SYSTEMS, INC. FOR SOFTWARE MANAGEMENT SUPPORT OF AUTOMATED VEHICLE IDENTIFICATION TECHNOLOGY**

**WHEREAS**, the Monterey Peninsula Airport District (MPAD) became a member of the Regional Taxi Authority on May 12, 2010 with the passing of Resolution No.1519,

**WHEREAS**, Addendum 1 of the Monterey County Regional Taxi Authority Joint Powers Agreement allowed the airport the opportunity to research airport industry taxi open-entry management systems,

**WHEREAS**, staff recommended a controlled, open entry taxi management system that assigns an offsite software management company to manage vehicle tracking and accounts receivable reports and the capital acquisition of handheld Automated Vehicle Identification (AVI) technology to be operated by the commercial ground transportation management company,

**WHEREAS**, Resolution 1559 approved the District to enter into a three-year contract agreement with GateKeeper System, Inc,

**WHEREAS**, a one-year contract extension is desirable for both parties to examine a comprehensive long-term plan to upgrade or replace current AVI technology,

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** That MPAD enter into a one-year contract extension with GateKeeper Systems, Inc. in the amount of \$26,940 beginning July 1<sup>st</sup>, 2016 for operating system support costs; and that the Chairman is authorized and directed to execute same on behalf of the District.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** This 11th day of May, 2016, by the following roll call vote:

<b>AYES:</b>	<b>DIRECTORS:</b>	Miller, Sabo, Searle, Chair Leffel
<b>NOES:</b>	<b>DIRECTORS:</b>	None
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>	None
<b>ABSENT:</b>	<b>DIRECTORS:</b>	Nelson

Presentation 3. Overview of the Federal Aviation Administration Triennial Drill

*Jeff Hoyne, Police Chief, presented Item H.3.*

Presentation 4. Efficiency Improvements & Parking Rates Evaluation for the Monterey Regional Airport. Presentation by Bob Linehart, Executive VP & Chief Operating Officer of Republic Parking System

*Bob Linehart, Republic Parking System, presented Item H.4.*

Public Comment: *Steve Adams, Yellow Cab, stated that there is an issue with the general public parking in the taxi drop-off zone in front of the airport, which is problematic due to the small size of the space. He expressed his frustration with these circumstances and the potential hazards they may cause.*

Approve 5. Regional Government Services Authority Agreement for Management and Administrative Services

*Item H.5 was deferred to the June 1<sup>st</sup> Special Meeting.*

Adopt 6. Resolution No. 1661, Awarding the Bid to Acquire Airport Sweeper

*Chris Morello, Planning Manager/Grants Administration, presented Item H.6.*

*Director Miller moved to adopt Resolution No. 1661. Director Sabo seconded the motion. The motion passed by a roll call vote of 4-0.*

## **RESOLUTION NO. 1661**

### **A RESOLUTION TO AWARD A BID TO ACQUIRE AIRPORT SWEEPER AIP 03-06-0159-63**

**WHEREAS**, the Board of Directors of the Monterey Peninsula Airport District (MPAD) approved resolution 1653 approval to submit the FY2016-2021 Airport Capital Improvement Plan (ACIP) on November 15, 2015, which included the acquisition of Power Vacuum FOD Sweeper; and

**WHEREAS**, representatives of the Federal Aviation Administration (FAA) have indicated a willingness to fund the acquisition of Power Vacuum FOD Sweeper; and a grant application has been submitted to the FAA using Airport Improvement Program (AIP) FAA-FY2016 Entitlement funds to purchase Power Vacuum FOD Sweeper; and

**WHEREAS**, representatives of the Federal Aviation Administration (FAA) approved the Specifications Acquire Airport Sweeper dated March 30, 2015 and authorized Monterey Regional Airport (MRY) to advertise the contract for bid on April 5, 2016; and

**WHEREAS**, invitation for Bids was published in the Monterey Herald on April 8, 2016 and April 14, 2016, and an Addendum was issued on April 19, 2016. Sealed bid proposals were received on May 5, 2016 at 1:00 p.m. PST and publically opened; and

**WHEREAS**, after considering the bids received for the performance of the proposed purchase, it is in the best interest of the Airport to accept the bid of GCS Environmental Equipment Services Inc.; and

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** That MPAD contract with the firm of GCS Environmental Equipment Services Inc. of Woodland, CA in the amount of \$268,892.45 to purchase said Sweeper for the Monterey Regional Airport, and authorize the Executive Director, or his designee, to execute said contract.

**BE IT FURTHER RESOLVED THAT** execution of said contract is conditioned upon receipt of a grant from the FAA in compliance with the grant application and budget as provided to the FAA.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** This 11th day of May 2016, by the following roll call vote:

<b>AYES:</b>	<b>DIRECTORS:</b>	Miller, Sabo, Searle, Chair Leffel
<b>NOES:</b>	<b>DIRECTORS:</b>	None
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>	None
<b>ABSENT:</b>	<b>DIRECTORS:</b>	Nelson

Approve 7. Memorandum of Understanding - ARFF Support Services, City of Salinas

*Gaudenz Panholzer, Fire Chief, presented Item H.7.*

*Director Miller moved to approve the Memorandum of Understanding for ARFF Support Services. Director Sabo seconded the motion. The motion passed by a roll call vote of 4-0.*

Approve 8. Command Vehicle Mutual Aid Agreement - City of Monterey, County of Monterey

*Gaudenz Panholzer, Fire Chief, presented Item H.8.*

*Director Miller moved to approve the Command Vehicle Mutual Aid Agreement. Director Sabo seconded the motion. The motion passed by a roll call vote of 4-0.*

## **I. BOARD COMMITTEE REPORTS**

*(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. **LABOR NEGOTIATIONS** (Government Code Section 54957.6) the Board will meet with Labor Negotiators and District Counsel to discuss labor negotiations for the following represented groups: all Monterey Peninsula Airport District Bargaining Units.
2. **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.

**K. RECONVENE TO OPEN SESSION**

*Chair Leffel reported that no action was taken during closed session.*

**L. PENDING REQUESTS FOR FUTURE AGENDA ITEMS**

- *Eastside Parkway Road*
- *Customs and Border Protection*
- *Letter to Congress regarding FAA Reauthorization*
- *Board Evaluation of Executive Director*
- *Well Water Filtration System Cost Analysis*
- *Consideration of Committee for Non-Aeronautical Development and Ideas*

**M. DISCUSSION OF FUTURE AGENDAS**

- *Status Update of Uber Activity on the Airport*
- *Presentation on TAMC Sales Tax Increase*

**N. ADJOURNMENT**

*The meeting adjourned at 2:43pm.*

**AGENDA ITEM: E-2**  
**DATE: June 8, 2016**

**TO:** Board of Directors  
**FROM:** Michael La Pier, Executive Director  
Jeffrey Hoyne, Police Chief  
Scott Huber, District Counsel  
**SUBJ:** Consideration of an Ordinance to Accept the Requirements of the Penal Code Relating to the Training of Law Enforcement Officers

**BACKGROUND.** The Police Department of the Monterey Peninsula Airport District has not been eligible to receive training reimbursements or other grants from Police Officers Standards and Training ("POST") because its officers are categorized as "airport law enforcement officers" pursuant to Penal Code § 830.33(d). Following a request for review of this matter, POST determined that the MPAD police department should be eligible for reimbursement and available grants. The attached ordinance is required by POST for MPAD to actually receive the training and grant funds.

**DISCUSSION.** The California Penal Code has several classifications related to police officers and police departments. The enabling act of the Monterey Peninsula Airport District provides broad police powers to MPAD and its officers. As a result of the classification of the MPAD police department as "airport law enforcement officers" pursuant to Penal Code § 830.33(d), MPAD has not been eligible for training reimbursement or grant opportunities through POST.

Some time ago, staff was directed by the Board to address this issue with POST. District Counsel sent a letter to POST requesting that the police department be reclassified so that it would be eligible for reimbursement. MPAD received a response that the police department will be eligible for training reimbursement and grants without the need for reclassification of the department.

To be eligible for training and grant funds, the attached ordinance is required by POST.

The Board passed to print Ordinance No. 920 at the May 11, 2016 Board Meeting. The Board will consider adoption of the Ordinance.

**BUDGET EFFECT.** No fiscal impact at this time. Future opportunities for training may be funded through POST, which would reduce the fiscal impact to the District.

**RECOMMENDATION.** Pass to Print Ordinance No. 920, An Ordinance of the Monterey Peninsula Airport District Accepting the Requirements of the Penal Code Relating to the Training of Law Enforcement Officers

**ATTACHMENT.** Proposed Ordinance.

**ORDINANCE NO. 920**

**AN ORDINANCE OF THE MONTEREY PENINSULA  
AIRPORT DISTRICT ACCEPTING THE REQUIREMENTS OF THE PENAL CODE RELATING  
TO THE TRAINING OF LAW ENFORCEMENT OFFICERS**

**THE BOARD OF DIRECTORS OF MONTEREY PENINSULA AIRPORT DISTRICT DO ORDAIN  
AS FOLLOWS:**

**Section 1.** The Board of Directors finds and declares that the Monterey Peninsula Airport District desires to qualify to receive aid from the State of California under the provisions of Section 13522, Chapter 1 of Title 4, Part 4 of the California Penal Code.

**Section 2.** Pursuant to Penal Code Sections 13510.1 and 13512, the Monterey Peninsula Airport District will adhere to the standards for recruitment and training established by the Commission on Peace Officer Standards and Training.

**Section 3.** The Commission and its representatives may make such inquiries as deemed necessary to ascertain that the peace officer personnel of the Monterey Peninsula Airport District adhere to the standards for recruitment and training established by the California Commission on Peace Officer Standards and Training.

**Section 4.** This ordinance shall take effect 30 days from and after the date of its adoption.

**ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA  
AIRPORT DISTRICT:** This 8<sup>th</sup> day of June, 2016, by the following roll call vote:

<b>AYES:</b>	<b>DIRECTORS:</b>
<b>NOES:</b>	<b>DIRECTORS:</b>
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>
<b>ABSENT:</b>	<b>DIRECTORS:</b>

Signed this 8<sup>th</sup> day of June, 2016

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Mary Ann Leffel, Chair

ATTEST

Michael La Pier, A.A.E.  
Executive Director



**AGENDA ITEM: E-3**  
**DATE: June 8, 2016**

**TO:** Board of Directors  
**FROM:** Michael La Pier, Executive Director  
Scott E. Huber, District Counsel  
**SUBJ:** Resolution for Calling of Election for Directors of the Monterey Peninsula Airport District

**BACKGROUND.** The Board may consider the adoption of Resolution No. 1662 to call for the election of Directors for the Monterey Peninsula Airport District.

**DISCUSSION.** Under California Elections Code section 1002, et seq., the Board must timely call for the election of Directors. The elections have traditionally been consolidated with the presidential and/or congressional election in November of even numbered years. Consolidation is the most cost-effective method of electing Directors to the Board of the Monterey Peninsula Airport District.

During this cycle, there are three Director positions whose terms will expire at the end of 2016. Accordingly, the Board will need to call for the election of three Directors.

The Board will consider adoption of the Resolution.

**BUDGET EFFECT.** The estimated cost of the election is \$105,000.00, which has been placed in the annual budget.

**RECOMMENDATION.** Adoption of Resolution No. 1662 - A Resolution Ordering an Election, Requesting the Monterey County Elections Department to Conduct the Election, Requesting Consolidation of the Election and Stating the Determination of the Board of Directors of the Monterey Peninsula Airport District with Respect to Candidates' Statements of Qualifications

**ATTACHMENTS.** Resolution No. 1662

## **RESOLUTION NO. 1662**

### **A RESOLUTION ORDERING AN ELECTION, REQUESTING THE MONTEREY COUNTY ELECTIONS DEPARTMENT TO CONDUCT THE ELECTION, REQUESTING CONSOLIDATION OF THE ELECTION AND STATING THE DETERMINATION OF THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT WITH RESPECT TO CANDIDATES' STATEMENTS OF QUALIFICATIONS**

**WHEREAS**, pursuant to Elections Code Section 10002, the governing body of any district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the district relating to the conduct of an election; and

**WHEREAS**, pursuant to Elections Code Section 10002, the district shall reimburse the county in full for the services performed upon presentation of a bill to the district; and

**WHEREAS**, pursuant to Elections Code Section 10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city, county, or other political subdivision are called to be held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

**WHEREAS**, pursuant to Elections Code Section 10400, such election for cities and special districts may be either completely or partially consolidated; and

**WHEREAS**, pursuant to Elections .Code Section 10403, whenever an election called by a district for any office to be filled is to be consolidated with a statewide election, and the office to be filled is to appear on the same ballot as that provided for the statewide election, the district 88 days before the election shall file with the Board of Supervisors and a copy with the elections official a resolution of its governing board requesting the consolidation, and setting forth the office to be voted upon at the election, as it is to appear on the ballot; and

**WHEREAS**, the resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the resolution calling the election; and

**WHEREAS**, various city, district, county, state and other political subdivision elections may be or have been called to be held on November 8, 2016; and

**WHEREAS**, pursuant to Elections Code Section 13307, it is incumbent upon this Board of Directors to determine who will pay the cost of any candidate's statements and to fix the maximum number of words to be submitted; and

**WHEREAS**, there will be a total of three offices on the Board of Directors of this District to be filled at said election, said offices now filled by the following Board Members:

Mary Ann Leffel	four-year term expiring 2016
William Sabo	four-year term expiring 2016
Richard Searle	four-year term expiring 2016

**NOW, THEREFORE, BE IT RESOLVED THAT** the Board of Directors of the Monterey Peninsula Airport District hereby orders that an election be called and consolidated with any and all elections also called to be held on November 8, 2016 insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the Monterey Peninsula Airport District and requests that the Board of Supervisors of the County of Monterey order such consolidation under Elections Code Sections 10401 and 10403; and

**BE IT FURTHER RESOLVED THAT** said governing body requests the Board of Supervisors to permit the Monterey County Elections Department to provide any and all services necessary for conducting the election and agrees to pay for said services; and

**BE IT FURTHER RESOLVED THAT** each candidate will pay the cost of that candidate's statement, if any. Candidates' statements shall not exceed 200 words in length each, and

**BE IT FURTHER RESOLVED THAT** the District Secretary is authorized and directed to prepare, sign and submit or file any and all maps, forms, notices of election or other documents that may be required in connection with the conduct of this election by the Monterey County Elections Department and the county elections official.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** This 8th day of June 2016, by the following roll call vote:

<b>AYES:</b>	<b>DIRECTORS:</b>
<b>NOES:</b>	<b>DIRECTORS:</b>
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>
<b>ABSENT:</b>	<b>DIRECTORS:</b>

Signed this 8th day of June, 2016

Mary Ann Leffel, Chair

ATTEST:

Michael La Pier, A.A.E.  
Executive Director

**AGENDA ITEM:** E-4  
**DATE:** June 8, 2016

**TO:** Monterey Peninsula Airport District Board of Directors  
**FROM:** Michael La Pier, A.A.E., Executive Director  
**SUBJ:** Resolution No. 1663, A Resolution Authorizing and Approving the Rates and Charges at the Monterey Regional Airport for Fiscal Year 2017

**BACKGROUND.** The Monterey Peninsula Airport District is an enterprise activity, charged with attaining a revenue level sufficient to recover the costs of operating, maintaining and improving airport facilities. The District periodically adjusts its rates, charges, and fees in order to achieve its goal of recovering the cost of operating and maintaining the Airport from rents, fees and charges paid by tenants and users of Airport facilities.

The District has adopted a combination of airfield residual and terminal compensatory cost recovery methodologies. These methods, standard practice in the airport industry, are used by airports to fairly proportion airport costs to the tenants and users of airport facilities.

**SCHEDULE.** Annex A to Resolution No. 1663 provides a comprehensive listing of rates and charges for Fiscal Year 2017. Implementation of the updated rates and charges will be effective on July 1, 2016.

**IMPACT ON REVENUES.** Implementation of the rates and charges, as set forth in Annex A, will cause the District to meet a level of revenue that funds operating expenses, planned capital improvements and debt service in Fiscal Year 2017.

**IMPACT ON OPERATIONS.** Implementation of the rates and charges, as set forth in Annex A, will allow the District to provide a professional level of service to its customers and the traveling public at large and to work toward meeting its stated initiatives. Failure to implement these new rates would require a significant reduction in the level of service currently provided.

**RECOMMENDATION.** Adopt Resolution No. 1663, A Resolution Authorizing and Approving the Rates and Charges at the Monterey Regional Airport for Fiscal Year 2017.

## **RESOLUTION NO. 1663**

### **A RESOLUTION AUTHORIZING AND APPROVING THE ADJUSTMENT OF RATES AND CHARGES AT THE MONTEREY REGIONAL AIRPORT FOR FISCAL YEAR 2017**

**WHEREAS**, periodic adjustment of rates and fees is appropriate in order to achieve the District's goal of recovering the cost of operating and maintaining the Airport from rents, fees and charges paid by tenants and users of Airport facilities in fair proportion to their respective use, and

**WHEREAS**, the District has set its airside rates in accordance with the airfield residual cost recovery methodology, and

**WHEREAS**, the District has set its terminal area rental rates in accordance with the terminal compensatory cost recovery methodology,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT**, the following rate and fee schedule (SEE ANNEX A) shall be implemented effective July 1, 2016.

#### **1.0 Aviation & Aviation Related Rates and Fees.**

##### **1.1 Landing Fees.**

1.1.1 Air Carriers. Provided a signed agreement between an air carrier and the District exists and except as exempted from landing fees by the provisions of Section 1.1.5 of this Resolution, there shall be paid to the District a landing fee for all air carrier operations (including unscheduled charter operations) landing at the Airport (SEE ANNEX A). The landing fee is assessed per thousand pounds of certificated gross landing weight. Air carriers operating without a signed agreement will pay a landing fee equal to two (2) times the established rate.

1.1.2 Freight Forwarding/Cargo Carriers. Except as exempted from landing fees by the provisions of Section 1.1.5 of this Resolution, there shall be paid to the District a landing fee for all freight forwarding/cargo carrier operations (including unscheduled charter operations) landing at the Airport (SEE ANNEX A). The landing fee is assessed per thousand pounds of certificated gross landing weight or per landing.

1.1.3 General Aviation Aircraft. Except as exempted from landing fees by the provisions of Sections 1.1.3.1 and 1.1.5 of this Resolution, there shall be paid to the District a landing fee for all general aviation aircraft operations involving aircraft having a certificated gross landing weight of six thousand pounds (6,000 lbs) or greater landing at the Airport (SEE ANNEX A). The landing fee is assessed per thousand pounds of certificated gross landing weight.

1.1.3.1 Based Aircraft Exemption. All general aviation aircraft based at the Monterey Regional Airport shall be exempt from the landing fees set forth in Section 1.1.3 of this Resolution. General aviation aircraft based at the Airport shall be deemed to include general aviation aircraft for which monthly hangar rentals or tie-down fees are being paid to the District or to a fixed base operator holding a valid lease or rental agreement with the District for the conduct of fixed base operations at the Airport. In addition, general aviation aircraft owned or

leased by such a fixed base operator shall be deemed to be general aviation aircraft based at the Airport.

1.1.4 Helicopters. Except as exempted from landing fees by the provisions of Sections 1.1.4.1 or 1.1.5 of this Resolution, there shall be paid to the District a landing fee for all helicopter operations landing at the Airport (SEE ANNEX A). The landing fee for helicopters is assessed per landing.

1.1.4.1 Based Helicopter Exemption. All helicopters based at the Monterey Regional Airport shall be exempt from the landing fees set forth in Section 1.1.4 of this Resolution. Helicopters based at the Airport shall be deemed to include helicopters for which monthly hangar rentals or tie-down fees are being paid to the District or to a fixed base operator holding a valid lease or rental agreement with the District for the conduct of fixed base operations at the Airport. In addition, helicopters owned or leased by such a fixed base operator shall be deemed to be helicopters based at the Airport.

1.1.5 General Exemptions. Aircraft landing at the Airport due to mechanical failure or other in-flight emergency shall be exempt from the landing fees set forth in this Resolution. Military aircraft or aircraft operated by the state or federal government shall be exempt from the landing fees set forth in this Resolution. Medical emergency/medical evacuation aircraft shall be exempt from the landing fees set forth in this Resolution.

1.2 Remain-Over-Night (RON) Fee.

1.2.1 Air Carriers. Provided a signed agreement between an air carrier and the District exists, there shall be paid to the District a RON fee for all air carrier aircraft (including unscheduled charter aircraft) that remain over night at the Airport (SEE ANNEX A). The RON fee is assessed per thousand pounds of certificated gross landing weight.

1.2.2 Freight Forwarding / Cargo Carriers. There shall be paid to the District a RON fee for all freight forwarding/cargo carrier aircraft (including unscheduled charter aircraft) that remain overnight at the Airport (SEE ANNEX A). The RON fee is assessed per thousand pounds of certificated gross landing weight.

1.3 Apron Fee.

1.3.1 Air Carriers. Provided a signed agreement between an air carrier and the District exists, there shall be paid to the District an apron fee for all air carrier aircraft (including unscheduled charter aircraft) that park on the terminal ramp at the Airport (SEE ANNEX A). The apron fee is assessed per thousand pounds of certificated gross landing weight. Air carriers operating without a signed agreement will pay a landing fee equal to two (2) times the established rate.

1.3.2 Freight Forwarding / Cargo Carriers. There shall be paid to the District an apron fee for all freight forwarding/cargo carrier aircraft (including unscheduled charter aircraft) that park on the terminal ramp at the Airport (SEE ANNEX A). The apron fee is assessed per thousand pounds of certificated gross landing weight.

1.4 Gate Fee. Provided a signed agreement between an air carrier and the District exists, there shall be paid to the District a gate fee for non-scheduled (including charter) air carrier aircraft that use the Airport terminal facilities (SEE ANNEX A). The gate fee is

assessed per thousand pounds of certificated gross landing weight. Air carriers operating without a signed agreement will pay a landing fee equal to two (2) times the established rate.

1.5            **Security Fee.** There shall be paid to the District a security fee for all air carrier aircraft (including unscheduled charter aircraft) that use the Airport terminal facilities (SEE ANNEX A). The security fee is assessed per enplaned passenger.

1.6            **Hangar Rentals.** There shall be paid to the District rents for District owned and maintained aircraft hangars (SEE ANNEX A). The hangar rent is assessed by type and location of hangar, except as may otherwise be provided in a contractual agreement between the District (lessor) and a lessee.

1.7            **Aircraft Tie-downs.** There shall be paid to the District rents for District owned and maintained aircraft tie-down spaces (SEE ANNEX A). The tie-down rent is assessed by aircraft type and location of tie-down, except as may otherwise be provided in a contractual agreement between the District (lessor) and a lessee.

1.8            **Fuel Dispensing / Fuel Flowage Fees.** There shall be paid to the District a fuel dispensing or fuel flowage fee for each gallon of fuel dispensed at the Airport (SEE ANNEX A). The fuel dispensing or flowage fee is assessed by number of gallons dispensed and by type of fuel.

## **2.0            Terminal Area Rents.**

2.1            **Terminal Building and Adjacent Area Rentals.** There shall be paid to the District rents for space in and around the Airport terminal (SEE ANNEX A). These rents are paid by square foot (sq. ft.) or space basis (per month) except as may otherwise be provided in a contractual agreement between the District (lessor) and a lessee.

2.2            **Concessionaires.** There shall be paid to the District fees for the use of space and the conduct of business in and around the Airport terminal. These fees may be assessed by square foot (sq. ft.) or space basis (per month), or may be assessed as a percentage of gross receipts, or a combination provided in a contractual agreement between the District (lessor) and a lessee or concessionaire.

3.0            **Non-Aviation Rents.** There shall be paid to the District rents for non-aviation space and facilities on the Airport (SEE ANNEX A). These rents are assessed on a square foot (sq. ft.) or space basis (per month) except as may otherwise be provided in a contractual agreement between the District (lessor) and a lessee.

4.0            **Future Rate Adjustments.** The District may implement changes in rates and charges from time-to-time through the adoption of future rates and charges resolutions. During the period following the adoption of this Resolution and until the effective date of a subsequent rates and charges resolution, District leases and rental agreements may provide for adjustments to rates and charges based on changes in consumer price or other indices.

5.0            **Severability.** If any provision, clause, sentence or paragraph of this Resolution or the application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions of this Resolution which can be given effect without the invalid provision or application and to this end, the provisions of this Resolution are declared severable.

**6.0**                    **Effective Date.**    This Resolution shall take effect on July 1, 2016.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY  
PENINSULA AIRPORT DISTRICT:** this 8th day of June, 2016, by the following roll call vote:

<b>AYES:</b>	<b>DIRECTORS:</b>
<b>NOES:</b>	<b>DIRECTORS:</b>
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>
<b>ABSENT:</b>	<b>DIRECTORS:</b>

Signed this 8th day of June, 2016

Mary Ann Leffel, Chair

A T T E S T

Michael La Pier, A.A.E.  
Executive Director



**ANNEX A**  
**Resolution No. 1663**  
**Monterey Peninsula Airport District - Schedule of Rates & Charges - FY 2017**

**AVIATION**

**FINAL**

Charge	Unit of Measure	Last Increase	FY 2016 Rate	FY 2017 Rate	Implementation Date	
<b>COMMERCIAL AVIATION:</b>						
<b>Landing Fee</b>						
Scheduled Air Carriers	Per 1,000 lbs. MGLW	7/1/2015	\$2.35	\$2.35	7/1/2016	NC
Non-Scheduled Air Carriers	Per 1,000 lbs. MGLW	7/1/2015	\$3.15	\$3.20	7/1/2016	1.6%
Freight Forwarding	Per Landing	7/1/2013	\$42.50	\$42.50	7/1/2016	NC
<b>Apron Fee</b>						
Scheduled Air Carriers	Per 1,000 lbs. MGLW	7/1/2015	\$0.40	\$0.40	7/1/2016	NC
Non-Scheduled Air Carriers	Per 1,000 lbs. MGLW	7/1/2015	\$0.70	\$0.75	7/1/2016	7.1%
<b>RON Fees</b>						
Scheduled Air Carriers	Per 1,000 lbs. MGLW	7/1/2014	\$1.05	\$1.05	7/1/2016	NC
Non-Scheduled Air Carriers	Per 1,000 lbs. MGLW	7/1/2014	\$1.30	\$1.35	7/1/2016	3.8%
<b>Gate Fee</b>						
Non-Scheduled Air Carrier	Per 1,000 lbs. MGLW	7/1/2015	\$3.15	\$3.20	7/1/2016	1.6%
<b>GENERAL AVIATION:</b>						
<b>Landing Fee:</b>	Per 1,000 lbs. MGLW (No charge under 6,000 lbs.)	7/1/2015	\$2.35	\$2.40	7/1/2016	2.1%
<b>Helicopters</b>	Per Landing	7/1/2015	\$8.55	\$8.75	7/1/2016	2.3%
<b>FUEL:</b>						
<b>Fuel Flowage Fee</b>						
Jet A	Per Gallon	7/1/2015	\$0.14	\$0.14	7/1/2016	NC
100 LL	Per Gallon	7/1/2015	\$0.12	\$0.12	7/1/2016	NC
<b>HANGAR RENTAL:</b>						
<b>Northeast "T" Hangar</b> (Port-a-Port Executive I: #P1 - #P6)	Per Month (Includes Electricity)	7/1/2015	\$355.00	\$360.00	7/1/2016	1.4%
<b>Southeast "T" Hangar</b> (#1 - #25)	Per Month (Includes Electricity)	7/1/2015	\$380.00	\$385.00	7/1/2016	1.3%
<b>Northside Rectangular Hangar</b> (Nunno: #N1 - #N20)	Per Month (Includes Electricity)	7/1/2015	\$425.00	\$430.00	7/1/2016	1.2%
<b>Northside Rectangular Hangar</b> (Nunno: #N102 - #N105)	Per Month (Electricity Not Included)	7/1/2015	\$410.00	\$415.00	7/1/2016	1.2%
<b>Northside "T" Hangar</b> (Port-a-Port Executive II: #P7 - #P8)	Per Month (Includes Electricity)	7/1/2015	\$525.00	\$530.00	7/1/2016	1.0%
<b>TIEDOWNS:</b>						
(N/E Ramp: 45 tiedowns & N/S Ramp: 15 tiedowns)						
<b>Single Engine</b>	Per Month	7/1/2014	\$75.00	\$80.00	7/1/2016	6.7%
<b>Twin Engine</b>	Per Month	7/1/2014	\$100.00	\$105.00	7/1/2016	5.0%
<b>Airship / Blimp / Dirigible</b>	Per Day	7/1/2014	\$150.00	\$165.00	7/1/2016	10.0%

**ANNEX A**  
**Resolution No. 1663**  
**Monterey Peninsula Airport District - Schedule of Rates & Charges - FY 2017**

**TERMINAL AREA**

**FINAL**

Charge	Unit of Measure	Last Increase	FY 2016 Rate	FY 2017 Rate	Implementation Date	
<b>AIRLINES SPACES</b>						
Counter Space	Per square foot/per month	7/1/2015	\$4.40	\$4.40	7/1/2016	NC
Office Space	Per square foot/per month	7/1/2015	\$4.40	\$4.40	7/1/2016	NC
Baggage Make-Up Area	Per square foot/per month	7/1/2015	\$4.40	\$4.40	7/1/2016	NC
Storage & Other Spaces	Per square foot/per month	7/1/2015	\$4.40	\$4.40	7/1/2016	NC
Baggage Claim	Per square foot/per month	7/1/2015	\$4.40	\$4.40	7/1/2016	NC
Holding Rooms	Per square foot/per month	7/1/2015	\$4.40	\$4.40	7/1/2016	NC
Other	Per square foot/per month	7/1/2015	\$4.40	\$4.40	7/1/2016	NC
<b>RENTAL CARS</b>						
Counter Space	Per square foot/per month	7/1/2015	\$4.40	\$4.40	7/1/2016	NC
Office Space	Per square foot/per month	7/1/2015	\$4.40	\$4.40	7/1/2016	NC
Storage Space	Per square foot/per month	7/1/2015	\$4.40	\$4.40	7/1/2016	NC
Ready Parking	Car Rental/per space/per month	7/1/2015	\$40.00	\$40.00	7/1/2016	NC
Stowage Parking	Car Rental/per space/per month	7/1/2015	\$29.25	\$29.25	7/1/2016	NC
Overflow Parking	Per square foot/per month	7/1/2015	\$0.15	\$0.15	7/1/2016	NC
<b>UTILITIES (TERMINAL EXCLUSIVE SPACE) AIRLINES &amp; RENTAL CARS</b>						
Counter Space	Per square foot/per month	7/1/2015	\$0.75	\$0.80	7/1/2016	6.7%
Office Space	Per square foot/per month	7/1/2015	\$0.75	\$0.80	7/1/2016	6.7%
Storage & Other Spaces	Per square foot/per month	7/1/2015	\$0.75	\$0.80	7/1/2016	6.7%
<b>DISTRICT FACILITIES</b>						
Board Room (GOs/NGOs)	per hour/2 hour minimum/parking included		\$65.00	\$65.00	7/1/2016	NC
Board Room (GOs/NGOs)	parking not included		\$0.00	\$0.00	7/1/2016	NC
Board Room (Commercial)	per hour/2 hour minimum/parking included		\$125.00	\$125.00	7/1/2016	NC
Board Room (Commercial)	per hour/2 hour minimum/parking not included		\$75.00	\$75.00	7/1/2016	NC
<b>PUBLIC PARKING LOTS</b>						
Long-Term Parking (Lot 2)	Cost/hr; Cost/Day	7/1/2014	\$1.00 per half hour; \$12.00 per day	\$1.00 per half hour; \$12.00 per day	7/1/2016	NC
Short-Term Parking (Lot 3)	Cost/hr; Cost/Day	7/1/2008	\$2.00 per half hour; \$20.00 per day; limited validations	\$2.00 per half hour; \$24.00 per day; limited validations	7/1/2016	20%
Premium Short-Term Parking (Lot 1)	Cost/hr; Cost/Day	7/1/2014	first 30 minutes free; then \$3.00 per half hour; \$24.00 per day; limited validations	first 30 minutes free; then \$3.00 per half hour; \$24.00 per day; limited validations	7/1/2015	NC
<b>EMPLOYEE (TENANT) PARKING LOT</b>						
Employee Parking	per month*	7/1/2013	\$25.00	\$25.00	7/1/2015	NC

\*\$275 per year when paid in advance (one month free) / no refunds

**ANNEX A**  
**Resolution No. 1663**  
**Monterey Peninsula Airport District - Schedule of Rates & Charges - FY 2017**

**GROUND TRANSPORTATION**

**FINAL**

Charge	Unit of Measure	Last Increase	FY 2016 Rate	FY 2017 Rate	Implementation Date	
<b>Ground Transportation</b>						
TCP Operating Permit	Annual TCP Operating Permit <sup>1</sup>	7/1/2011	\$200.00	\$200.00	7/1/2016	NC
Company Fleet Size Annual Operating Permit Fee Structure						
Category 1	1 vehicle	\$200.00			7/1/2016	NC
Category 2	2 -- 4 vehicles	\$400.00			7/1/2016	NC
Category 3	5 -- 9 vehicles	\$600.00			7/1/2016	NC
Category 4	10 -- 15 vehicles	\$800.00			7/1/2016	NC
Category 5	16 -- 39 vehicles	\$1,000.00			7/1/2016	NC
Category 6	40 -- 99 vehicles	\$2,500.00			7/1/2016	C
Category 7	100 -- 249 vehicles	\$5,000.00			7/1/2016	C
Category 8	250 -- 499 vehicles	\$7,500.00			7/1/2016	C
Category 9	500 -- + vehicles	\$10,000.00			7/1/2016	C
Company Fleet Size Annual Operating Permit Fee Structure - One Time Fiscal Year Proration Schedule (New Operators)						
		1st Qtr (Jul - Sep)	2nd Qtr (Oct - Dec)	3rd Qtr (Jan - Mar)	4th Qtr (Apr - Jun)	
Category 1	Full Rate		\$150.00	\$100.00	\$50.00	NC
Category 2	Full Rate		\$300.00	\$200.00	\$100.00	NC
Category 3	Full Rate		\$450.00	\$300.00	\$150.00	NC
Category 4	Full Rate		\$600.00	\$400.00	\$200.00	NC
Category 5	Full Rate		\$750.00	\$500.00	\$250.00	NC
Temporary TCP Operating Permit Fee Structure						
Category 1	1 vehicle	\$10.00	per event		7/1/2016	NC
Category 2	2 -- 4 vehicles	\$20.00	per event		7/1/2016	NC
Category 3	5 -- 9 vehicles	\$40.00	per event		7/1/2016	NC
Category 4	10 -- 15 vehicles	\$80.00	per event		7/1/2016	NC
Category 5	16+ vehicles	\$160.00	per event		7/1/2016	NC
Taxi Operating Permit						
Taxi Operating Permit	Annual Taxi Operating Permit <sup>1</sup>	3/1/2012	\$250.00	\$250.00	7/1/2016	NC
Taxi - Annual Operating Permit Fee Structure - One Time Fiscal Year Proration Schedule (New Operators)						
		1st Qtr (Jul - Sep)	2nd Qtr (Oct - Dec)	3rd Qtr (Jan - Mar)	4th Qtr (Apr - Jun)	
	Full Rate		\$187.50	\$125.00	\$62.50	NC
Taxi Operator Drop-Off / Pick-Up Fee						
	Per Drop-Off	3/1/2012	\$3.00	\$3.00	7/1/2016	NC
	Per Pick-Up	3/1/2012	\$3.00	\$3.00	7/1/2016	NC
TNC Operating Permit						
TNC Operating Permit	Annual TNC Operating Permit <sup>1</sup>	10/1/2015	\$200.00	\$200.00	7/1/2016	NC
Company Fleet Size Annual Operating Permit Fee Structure						
Category 1	1 vehicle	\$200.00			7/1/2016	C
Category 2	2 -- 4 vehicles	\$400.00			7/1/2016	C
Category 3	5 -- 9 vehicles	\$600.00			7/1/2016	C
Category 4	10 -- 15 vehicles	\$800.00			7/1/2016	C
Category 5	16 -- 39 vehicles	\$1,000.00			7/1/2016	C
Category 6	40 -- 99 vehicles	\$2,500.00			7/1/2016	C
Category 7	100 -- 249 vehicles	\$5,000.00			7/1/2016	C
Category 8	250 -- 499 vehicles	\$7,500.00			7/1/2016	C
Category 9	500 -- + vehicles	\$10,000.00			7/1/2016	C
TNC Operator Drop-Off / Pick-Up Fee						
	Per Drop-Off	10/1/2015	\$3.00	\$3.00	7/1/2016	NC

<sup>1</sup>MPAD Fiscal Year 2017 is July 1, 2016 to June 30, 2017

**ANNEX A**  
**Resolution No. 1663**  
**Monterey Peninsula Airport District - Schedule of Rates & Charges - FY 2017**

**NON-AVIATION**

**FINAL**

Charge	Unit of Measure	Last Increase	FY 2016 Rate	FY 2017 Rate	Implementation Date	
<b>Recreation Vehicle (RV) Parking</b>						
Maximum 30' Space	per space/per month	7/1/2015	\$92.00	\$93.00	7/1/2016	1.1%
Maximum 45' Space	per space/per month	7/1/2015	\$118.00	\$120.00	7/1/2016	1.7%
Maximum 60' Space	per space/per month	7/1/2015	\$140.00	\$142.00	7/1/2016	1.4%
<b>Outside Storage / Contractor Storage</b>						
Per Sq. Ft.	Per square foot/per month	7/1/2015	\$0.285	\$0.290	7/1/2016	1.8%

**ANNEX A**  
**Resolution No. 1663**  
**Monterey Peninsula Airport District - Schedule of Rates & Charges - FY 2017**

**OTHER FEES**

**FINAL**

		Last Increase	FY 2016 Rate	FY 2017 Rate	Implementation	
Charge	Unit of Measure				Date	
Miscellaneous Fees						
AOA Badge	each badge (annual)	7/1/2015	\$13.50	\$14.50	7/1/2016	7.4%
AOA Badge - replacement of lost/stolen	each badge	7/1/2015	\$37.00	\$40.00	7/1/2016	8.1%
AOA Parking Permit/Decal	each permit/decal (annual)	7/1/2015	\$9.25	\$9.75	7/1/2016	5.4%
SIDA Badge - without fingerprints	each badge (annual)	7/1/2015	\$16.50	\$18.00	7/1/2016	9.1%
SIDA Badge - with fingerprints	each badge (annual)	7/1/2015	\$58.00	\$60.00	7/1/2016	3.4%
SIDA Badge - replacement of lost/stolen	each badge	7/1/2015	\$84.50	\$90.00	7/1/2016	6.5%
Special Event Permit Fee	each event	7/1/2015	\$85.00	\$100.00	7/1/2016	17.6%
Accident Report	each copy	7/1/2015	\$8.50	\$10.00	7/1/2016	17.6%
Police Incident Report	each copy (not accident report)	7/1/2015	\$8.50	\$10.00	7/1/2016	17.6%
Fingerprinting	per person	7/1/2015	\$38.00	\$40.00	7/1/2016	5.3%
Records Check	each (if there is no record)	7/1/2015	\$11.00	\$15.00	7/1/2016	36.4%
Records Check	each (if record exists)	7/1/2015	\$22.00	\$25.00	7/1/2016	13.6%
Booking Fee - Reimbursement	each event	7/1/2015	\$330.00	\$350.00	7/1/2016	6.1%
Vehicle Release (impound/stored)	each incident	7/1/2015	\$150.00	\$165.00	7/1/2016	10.0%
Abandoned Vehicle Removal	each incident	7/1/2015	\$295.00	\$315.00	7/1/2016	6.8%
VIN Verification	each verification	7/1/2014	\$25.00	\$30.00	7/1/2016	20.0%
Certification of Correction	each certification	7/1/2014	\$25.00	\$30.00	7/1/2016	20.0%
Tenant Event Support / Tenant Repair & Maintenance						
Police Sergeant (without vehicle)	per hour	7/1/2015	\$162.50	\$170.00	7/1/2016	4.6%
Police Sergeant (with vehicle)	per hour	7/1/2015	\$189.00	\$200.00	7/1/2016	5.8%
Police Officer (without vehicle)	per hour	7/1/2015	\$135.00	\$140.00	7/1/2016	3.7%
Police Officer (with vehicle)	per hour	7/1/2015	\$162.50	\$170.00	7/1/2016	4.6%
Maintenance Technician	per hour	7/1/2015	\$73.00	\$80.00	7/1/2016	9.6%
Airport Filming / Photography - Basic Use Fees						
Motion Picture or Television	per day (or fraction thereof)	7/1/2015	\$1,500.00	\$1,500.00	7/1/2016	NC
Commercial Still Photography	per day (or fraction thereof)	7/1/2015	\$1,000.00	\$1,000.00	7/1/2016	NC
Airport Filming / Photography - Additional Use Fees						
Interior Shots (terminal or other buildings)	per day (or fraction thereof)	7/1/2015	\$500.00	\$500.00	7/1/2016	NC
Airport Personnel (if required)	per "Tenant Event Support" schedule above					

**AGENDA ITEM: E-5**

**DATE: June 8, 2016**

**TO:** Monterey Peninsula Airport District Board of Directors  
**FROM:** Michael La Pier, A.A.E., Executive Director  
**SUBJ:** Resolution No. 1664, A Resolution Authorizing and Approving the Fiscal Year 2017 Salary Schedule Listing Salary Ranges and Pay Steps for the Monterey Peninsula Airport District

**BACKGROUND.** Pursuant to public law, the Board is required to annually approve the schedule listing salary ranges for District employees. This resolution authorizes and creates the MPAD FY 2017 Salary Schedule.

**RECOMMENDATION.** Adopt Resolution No. 1664, A Resolution Authorizing and Approving the Fiscal Year 2017 Salary Schedule Listing Salary Ranges and Pay Steps for the Monterey Peninsula Airport District

**RESOLUTION NO. 1664**

**A RESOLUTION AUTHORIZING AND APPROVING  
THE FISCAL YEAR 2017 SALARY SCHEDULE LISTING SALARY RANGES  
AND PAY STEPS FOR THE MONTEREY PENINSULA AIRPORT DISTRICT**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** That the compensation of all employees of the Monterey Peninsula Airport District as set forth and prescribed in the 2017 Salary Schedule, Listing Salary Ranges and Pay Steps, is hereby approved and adopted. A copy of said schedule is attached hereto and made a part of 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 Schedule in accordance with and designated "Monterey Peninsula Airport District Fiscal Year 2017 Salary Schedule" listing salary ranges and pay steps.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** This 8th day of June, 2016 by the following roll call vote:

<b>AYES:</b>	<b>DIRECTORS:</b>
<b>NOES:</b>	<b>DIRECTORS:</b>
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>
<b>ABSENT:</b>	<b>DIRECTORS:</b>

Signed this 8th day of June, 2016

Mary Ann Leffel, Chair

**A T T E S T**

Michael La Pier, A.A.E.  
Executive Director

**MONTEREY PENINSULA AIRPORT DISTRICT  
RESOLUTION NO. 1664, adopted June 8, 2016  
FISCAL YEAR 2017 SALARY SCHEDULE**

EFFECTIVE: JULY 1, 2016

**PER CONTRACT**

EXECUTIVE DIRECTOR	ANNUAL	185,000
POLICE CHIEF	ANNUAL	135,000

**PAY STEPS: ANNUAL, MONTHLY & HOURLY -- FULL-TIME & PART-TIME**

	STEP	1	2	3	4	5	6	7
DEPUTY EXECUTIVE DIRECTOR - ADMINISTRATION AND FINANCE	ANNUAL	123,600	126,516	129,432	132,360	134,592	136,812	139,056
	PER MONTH	10,300	10,543	10,786	11,030	11,216	11,401	11,588
	PER HOUR	59.42	60.83	62.23	63.63	64.71	65.78	66.85
HUMAN RESOURCES / RISK MANAGER	ANNUAL	75,372	78,852	82,332	85,824	89,328	92,808	96,264
	PER MONTH	6,281	6,571	6,861	7,152	7,444	7,734	8,022
	PER HOUR	36.24	37.91	39.58	41.26	42.95	44.62	46.28
OPERATIONS MANAGER	ANNUAL	62,424	64,944	67,908	70,920	73,944	76,920	82,632
	PER MONTH	5,202	5,412	5,659	5,910	6,162	6,410	6,886
	PER HOUR	30.01	31.22	32.65	34.10	35.55	36.98	39.73
PLANNING MANAGER / GRANTS	ANNUAL	56,736	63,684	67,908	70,920	73,944	76,920	82,632
	PER MONTH	4,728	5,307	5,659	5,910	6,162	6,410	6,886
	PER HOUR	27.28	30.62	32.65	34.10	35.55	36.98	39.73
PLANNING MANAGER / ENVIRONMENTAL	ANNUAL	56,736	63,684	67,908	70,920	73,944	76,920	82,632
	PER MONTH	4,728	5,307	5,659	5,910	6,162	6,410	6,886
	PER HOUR	27.28	30.62	32.65	34.10	35.55	36.98	39.73
STAFF ACCOUNTANT	ANNUAL	57,996	63,048	67,908	70,920	73,944	76,920	82,632
	PER MONTH	4,833	5,254	5,659	5,910	6,162	6,410	6,886
	PER HOUR	27.88	30.31	32.65	34.10	35.55	36.98	39.73
OPERATIONS SUPERVISOR	ANNUAL	53,316	56,256	59,244	62,220	65,136	68,136	71,076
	PER MONTH	4,443	4,688	4,937	5,185	5,428	5,678	5,923
	PER HOUR	25.63	27.05	28.48	29.91	31.32	32.76	34.17
MARKETING / PUBLIC RELATIONS COORDINATOR	ANNUAL	53,316	56,256	59,244	62,220	65,136	68,136	71,076
	PER MONTH	4,443	4,688	4,937	5,185	5,428	5,678	5,923
	PER HOUR	25.63	27.05	28.48	29.91	31.32	32.76	34.17
ACCOUNTING SPECIALIST	ANNUAL	49,356	52,056	54,924	57,948	61,128	64,500	68,052
	PER MONTH	4,113	4,338	4,577	4,829	5,094	5,375	5,671
	PER HOUR	23.73	25.03	26.41	27.86	29.39	31.01	32.72
EXECUTIVE ASSISTANT	ANNUAL	48,708	51,384	54,204	57,180	60,324	63,636	67,152
	PER MONTH	4,059	4,282	4,517	4,765	5,027	5,303	5,596
	PER HOUR	23.42	24.70	26.06	27.49	29.00	30.59	32.28
OFFICE TECHNICIAN	ANNUAL	42,204	44,532	46,980	49,548	52,284	55,164	58,188
	PER MONTH	3,517	3,711	3,915	4,129	4,357	4,597	4,849
	PER HOUR	20.29	21.41	22.59	23.82	25.14	26.52	27.98
ADMINISTRATIVE ASSISTANT	ANNUAL	36,888	38,904	41,064	43,308	45,696	48,204	50,844
	PER MONTH	3,074	3,242	3,422	3,609	3,808	4,017	4,237
	PER HOUR	17.73	18.70	19.74	20.82	21.97	23.18	24.44
CONFIDENTIAL ASSISTANT	ANNUAL	31,524	33,768	37,140	40,512	45,024	49,512	54,024
	PER MONTH	2,627	2,814	3,095	3,376	3,752	4,126	4,502
	PER HOUR	15.16	16.23	17.86	19.48	21.65	23.80	25.97



**MONTEREY PENINSULA AIRPORT DISTRICT  
RESOLUTION NO. 1664, adopted June 8, 2016  
FISCAL YEAR 2017 SALARY SCHEDULE**

<b>PAY STEPS: ANNUAL, MONTHLY &amp; HOURLY -- FULL-TIME &amp; PART-TIME</b>								
	<b>STEP</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>MAINTENANCE MANAGER</b>	ANNUAL	71,712	75,264	78,780	82,284	85,824	89,340	92,928
	PER MONTH	5,976	6,272	6,565	6,857	7,152	7,445	7,744
	PER HOUR	34.48	36.18	37.88	39.56	41.26	42.95	44.68
<b>MAINTENANCE LEAD WORKER</b>	ANNUAL	47,520	49,812	52,128	54,444	56,772	59,160	61,440
	PER MONTH	3,960	4,151	4,344	4,537	4,731	4,930	5,120
	PER HOUR	22.85	23.95	25.06	26.18	27.29	28.44	29.54
<b>MAINTENANCE WORKER</b>	ANNUAL	37,536	39,420	41,376	43,440	45,624	47,892	50,292
	PER MONTH	3,128	3,285	3,448	3,620	3,802	3,991	4,191
	PER HOUR	18.05	18.95	19.89	20.88	21.93	23.03	24.18
<b>CUSTODIAN</b>	ANNUAL	35,760	37,296	38,784	40,296	41,784	43,296	44,796
	PER MONTH	2,980	3,108	3,232	3,358	3,482	3,608	3,733
	PER HOUR	17.19	17.93	18.65	19.37	20.09	20.82	21.54
<b>POLICE LIEUTENANT</b>	ANNUAL	96,480	98,472	99,264	100,656	102,072	103,452	104,844
	PER MONTH	8,040	8,206	8,272	8,388	8,506	8,621	8,737
	PER HOUR	46.38	47.34	47.72	48.39	49.07	49.74	50.41
<b>POLICE SERGEANT</b>	ANNUAL	89,712	90,492	91,320	92,124	92,928	93,744	94,500
	PER MONTH	7,476	7,541	7,610	7,677	7,744	7,812	7,875
	PER HOUR	43.13	43.51	43.90	44.29	44.68	45.07	45.43
<b>POLICE OFFICER</b>	ANNUAL	71,676	74,208	76,680	79,164	81,696	84,192	86,700
	PER MONTH	5,973	6,184	6,390	6,597	6,808	7,016	7,225
	PER HOUR	34.46	35.68	36.87	38.06	39.28	40.48	41.68

<b>HOURLY WAGE FOR PART-TIME OR TEMPORARY LAW ENFORCEMENT OFFICERS (NO BENEFITS)</b>								
	<b>STEP</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>POLICE OFFICER</b>		31.01	32.11	33.18	34.25	35.35	36.43	37.51

NOTE 1: INDICATED SALARY RATES DO NOT INCLUDE EDUCATIONAL INCENTIVE FOR CERTAIN REPRESENTED POLICE (POA) PERSONNEL.  
EDUCATIONAL INCENTIVE IS: 30 college units = 2.5%, AA degree = 5%, BA/BS = 7%

NOTE 2: INDICATED SALARY RATES DO NOT INCLUDE UNIFORM ALLOWANCE FOR REPRESENTED (POA) POLICE PERSONNEL.  
UNIFORM ALLOWANCE: Full-Time (POA) members: \$80.00 per month, Part-Time (Unrepresented): \$10.00 per pay cycle (only if individual works)

NOTE 3: INDICATED SALARY RATES DO NOT INCLUDE FIELD TRAINING PAY FOR REPRESENTED (POA) POLICE PERSONNEL.  
FIELD TRAINING PAY: 2.5% added to hourly base pay rate for hours worked actively performing training.

NOTE 4: INDICATED SALARY RATES DO NOT INCLUDE NIGHT SHIFT DIFFERENTIAL PAY FOR REPRESENTED POLICE (POA) PERSONNEL.  
NIGHT SHIFT DIFFERENTIAL PAY IS: 2.5% added to hourly base pay rate for hours worked between 10:00 pm and 6:00 am.

NOTE 5: INDICATED SALARY RATES DO NOT INCLUDE LONGEVITY PAY.  
LONGEVITY PAY IS: 15 Years of Service = 2%, 20 Years of Service = 3%, 25 Years of Service = 4%

NOTE 6: INDICATED SALARY RATES DO NOT INCLUDE PAGER/IMMEDIATE RESPONSE PAY FOR MAINTENANCE/CUSTODIAL POSITIONS.  
PAGER PAY: \$200 per week to the individual responsible for pager/immediate response.

NOTE 7: INDICATED SALARY RATES DO NOT INCLUDE AUTOMOBILE ALLOWANCES FOR EXECUTIVE MANAGEMENT POSITIONS.  
AUTO ALLOWANCE: \$650 per month to Executive Director.

NOTE 8: INDICATED SALARY RATES DO NOT INCLUDE TECHNOLOGY ALLOWANCE FOR EXECUTIVE DIRECTOR.  
TECHNOLOGY ALLOWANCE: \$100 per month to Executive Director.

NOTE 9: INDICATED SALARY RATES DO NOT INCLUDE COMPENSATION FOR THE BOARD OF DIRECTORS.  
DIRECTOR COMPENSATION: \$100 per meeting/day of service; not to exceed \$400 per month.

**TO:** Monterey Peninsula Airport District Board of Directors  
**FROM:** Michael La Pier, A.A.E., Executive Director  
**SUBJ:** Resolution No. 1665, A Resolution Authorizing and Approving the Operating Budget and Capital Budget of the Monterey Peninsula Airport District for Fiscal Year 2017

**BACKGROUND.** The proposed Fiscal Year 2017 Operating and Capital Budgets are provided for your review and adoption.

**BUDGET SUMMARY**

**A. ENTERPRISE ACTIVITY**

1.	Operating Revenue:	\$8,600,109
2.	Operating Expense:	<u>\$8,026,773</u>
	Net Income from Operations:	\$ 573,336
3.	Interest Income:	\$ 36,520
4.	Interest Expense – MPAD 2012 POB:	\$ 84,920
	Net Income:	\$ 437,772
4.	Other Revenue / Expense:	<u>(\$3,613,199)</u>
	Change in Net Position:	(\$3,039,863)

**B. CAPITAL IMPROVEMENTS PROGRAM (CIP)**

1.	Federal AIP Grants:	\$2,356,084
2.	Passenger Facilities Charges (PFC):	\$ 209,587
3.	District Contributions:	<u>(\$ 482,349)</u>
	Total Co-Funded CIP Program:	\$2,083,322
4.	District-Only Funded CIP / Acquisitions:	<u>\$ 324,000</u>
	Total FY17 CIP Program:	<u>\$2,407,322</u>
5.	Net District Contribution to CIP Program:	(\$ 158,349)

**DISTRICT EQUITY.** As of June 30, 2015: Unrestricted Net Position: \$979,217. Projection for June 30, 2016: Unrestricted Net Position: \$1,520,600.

**RECOMMENDATION.** Adopt Resolution No. 1665 Authorizing and Approving the Operating Budget and the Capital Budget of the Monterey Peninsula Airport District for Fiscal Year 2017.

**RESOLUTION NO. 1665**

**A RESOLUTION AUTHORIZING AND APPROVING THE OPERATING BUDGET AND CAPITAL BUDGET OF THE MONTEREY PENINSULA AIRPORT DISTRICT FOR FISCAL YEAR 2017**

**WHEREAS**, the estimates submitted to the Board of Directors of the Monterey Peninsula Airport District entitled "Monterey Peninsula Airport District, County of Monterey, State of California, Budget - Fiscal Year 2017," and now on file in the offices of the District are hereby approved and adopted as the budget of the District for the Fiscal Year 2017, and

**WHEREAS**, the revenues of the District for the Fiscal Year 2017 are hereby appropriated as set forth and segregated in the operating budget and the capital budget, and

**WHEREAS**, all annual salaries, compensations, allowances and operating expenses for the Fiscal Year 2017 as set forth in the operating budget shall be payable in such time, form and manner as is prescribed by the Monterey Peninsula Airport District Act and by Resolution No. 1424, a Resolution Establishing Fiscal Control Policies and Procedures for the Monterey Peninsula Airport District, are hereby approved, and

**WHEREAS**, all capital expenditures for the Fiscal Year 2017 as set forth in the capital budget shall be payable in such time, form and manner as is prescribed by the Monterey Peninsula Airport District Act and by Resolution No. 1424, a Resolution Establishing Fiscal Control Policies and Procedures for the Monterey Peninsula Airport District, are hereby approved, and

**WHEREAS**, all debt service expenditures, interest and principal, for the Fiscal Year 2017 are identified and shall be payable in such time, form and manner as prescribed by contract or covenant, are hereby approved, and

**WHEREAS**, all motions and resolutions and parts of motions and resolutions insofar as they are in conflict with this resolution are hereby repealed,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT**, the operating plan and capital plan presented in the budget for Fiscal Year 2017 are hereby established and designated as in the budget and shall take effect on July 1, 2016.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** This 8th day of June, 2016 by the following roll call vote:

<b>AYES:</b>	<b>DIRECTORS:</b>
<b>NOES:</b>	<b>DIRECTORS:</b>
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>
<b>ABSENT:</b>	<b>DIRECTORS:</b>

Signed this 8th day of June, 2016

Mary Ann Leffel, Chair

A T T E S T

Michael La Pier, A.A.E.  
Executive Director



**TO:** Board of Directors, Monterey Peninsula Airport District

**FROM:** Michael La Pier, Executive Director, Monterey Peninsula Airport District

**SUBJECT:** Assumptions Used to Formulate the FY 17 Profit Plan / Operating Budget and Capital Budget

**DATE:** June 1, 2016

**PURPOSE:**

The purpose of this document is to clearly state the assumptions that have been used to prepare the Monterey Peninsula Airport District's Fiscal Year 2017 (FY17) Revenue Plan, Operating Expense Budget and Capital Improvement Budget.

The assumptions and methods used to construct the district's FY17 financial plan are based on information available as of the above date and reflect implementation of a comprehensive rates and charges model. This narrative report is accompanied by a line item report in the standard financial template.

**GENERAL:**

The FY17 Operating Revenue / Operating Expense Plan has been prepared using accrual accounting methodology. Operating revenues and operating expenses have been calculated and phased by month. Straight-line methodology has been used sparingly and only where appropriate.

## OPERATING REVENUES:

We are assuming that activity levels at FBOs will remain consistent with FY16 levels. This provides a slight increase in revenue levels generated by volume of general aviation traffic. We will increase the revenue level by increasing rates; GA landing fee will increase from \$2.35 to \$2.40 per 1,000 lbs., fuel flowage fees for both Jet A and 100LL will remain the same.

OPERATING REVENUE -- HEAVY GENERAL AVIATION					
EXPENSE TYPE	FY 2017 DRAFT BUDGET	INC / (DEC) %	FY 2016 FORECAST ACTUAL	FY 2016 ADOPTED BUDGET	FY 2016 OP REV VARIANCE
GA LANDING FEES	357,141	1.1%	353,203	314,673	38,530
FUEL FLOWAGE FEES	310,258	-0.7%	312,474	342,792	-30,318
TOTAL	<u>667,399</u>		<u>665,677</u>	<u>657,465</u>	<u>8,212</u>

Commercial aeronautical revenue will increase slightly when compared to FY16. We will not increase commercial aeronautical fee rates for scheduled air carriers. Non-scheduled air carriers will have an increase in landing fees from \$3.15 to \$3.20 per 1,000 lbs.; an increase in RON fees from \$1.30 to \$1.35 per 1,000 lbs.; and an increase in APRON fees from \$0.70 to \$0.75 per 1,000 lbs.

OPERATING REVENUE -- COMMERCIAL AVIATION					
EXPENSE TYPE	FY 2017 DRAFT BUDGET	INC / (DEC) %	FY 2016 FORECAST ACTUAL	FY 2016 ADOPTED BUDGET	FY 2016 OP REV VARIANCE
CA LANDING FEES	595,776	9.5%	544,174	550,370	-6,196
CA RON FEES	68,197	-2.9%	70,254	73,917	-3,663
CA APRON FEES	97,745	12.9%	86,556	90,370	-3,814
TOTAL	<u>761,718</u>		<u>700,983</u>	<u>714,657</u>	<u>-13,674</u>

We have not forecasted any increase in aeronautical or ancillary revenue attributable to new air service. The increase is attributable to an increase in the GLW of aircraft when compared to FY 16. The average GLW per landing is an increase of over 6,000 lbs. or 13.45% when compared to FY 16 (excluding other commercial aviation). The FY 17 budget includes other commercial aviation revenue and results in an overall increase in FY 17 budgeted revenue of 13.6%

# ALL COMMERCIAL AIR CARRIERS -- SCHEDULED & NON-SCHEDULED SERVICE

FY 2017 Plan

MONTH	LANDINGS	APRON	RON	LANDED WEIGHT	AVAILABLE SEATS
Jul-16	340	340	119	20,711,500	23,420
Aug-16	341	341	120	20,686,000	23,370
Sep-16	331	331	116	20,179,500	22,810
Oct-16	340	340	119	20,711,500	23,420
Nov-16	330	330	116	20,040,000	22,644
Dec-16	340	340	119	20,711,500	23,420
Jan-17	342	342	120	20,825,500	23,536
Feb-17	308	308	108	18,748,000	21,192
Mar-17	342	342	120	20,825,500	23,536
Apr-17	329	329	115	20,065,500	22,694
May-17	341	341	120	20,686,000	23,370
Jun-17	331	331	116	20,179,500	22,810
	<b>4,015</b>	<b>4,015</b>	<b>1,408</b>	<b>244,370,000</b>	<b>276,222</b>

FY 2016 Actual/\*2016 Plan

MONTH	LANDINGS	APRON	RON	LANDED WEIGHT	AVAILABLE SEATS
Jul-15	366	366	145	19,405,350	21,318
Aug-15	359	359	131	19,504,900	21,282
Sep-15	300	300	119	16,440,250	17,880
Oct-15	303	303	100	16,756,600	18,230
Nov-15	315	315	104	17,632,100	19,362
Dec-15	313	313	118	17,305,150	19,160
Jan-16	314	314	125	17,545,726	19,450
Feb-16	291	291	96	17,900,100	19,706
* Mar-16	347	347	124	18,515,850	20,414
* Apr-16	336	336	120	17,865,100	19,686
* May-16	348	348	124	18,562,850	20,464
* Jun-16	336	336	120	17,957,600	19,802
	<b>3,928</b>	<b>3,928</b>	<b>1,426</b>	<b>215,391,576</b>	<b>236,754</b>

Most rates for month-to-month commercial aeronautical and terminal categories will not increase. The rate for utilities will increase from \$0.75 to \$0.80 per square foot/per month on July 1, 2016. (see schedule of Rates & Charges)



OPERATING REVENUE -- TERMINAL AREA					
EXPENSE TYPE	FY 2017 DRAFT BUDGET	INC / (DEC) %	FY 2016 FORECAST ACTUAL	FY 2016 ADOPTED BUDGET	FY 2016 OP REV VARIANCE
GATE USAGE FEES	0	-100.0%	1,379	7,164	-5,785
SPACE RENTS	1,690,859	0.1%	1,688,384	1,679,856	8,528
CONCESSIONS	174,443	4.4%	167,082	157,174	9,908
TCP PERMITS	8,150	-3.7%	8,460	9,100	-640
TAXI PERMITS/FEES	141,338	1.4%	139,386	160,977	-21,591
TNC PERMITS/FEES	38,483	13.1%	34,015	0	34,015
RENTAL CAR	1,094,298	-0.2%	1,096,419	1,081,197	15,222
PARKING	839,591	6.0%	792,171	822,661	-30,490
TOWER LEASE	3,150	0.0%	3,150	3,150	0
<b>TOTAL</b>	<b>3,990,312</b>		<b>3,930,445</b>	<b>3,921,279</b>	<b>9,166</b>

Some rates used to generate revenue will increase. The majority of the long-term lease contracts between the district and its tenants call for annual increases based on the Consumer Price Index for All Urban Consumers in the San Francisco-Oakland-San Jose Metropolitan Area (1982/84=100). These increases will take effect on July 1, 2016. The CPI comparison required (in most cases) is the change in the April to April index. The April 2016 index was published on May 22<sup>nd</sup>; the CPI is 3.0%.

Month-to-month, light general aviation and non-aeronautical revenue rates (i.e. hangar rents, RV storage & north-side property rentals) will increase on July 1, 2016. **(see schedule of Rates & Charges)**

OPERATING REVENUE -- OTHER MAJOR CATEGORIES					
EXPENSE TYPE	FY 2017 DRAFT BUDGET	INC / (DEC) %	FY 2016 FORECAST ACTUAL	FY 2016 ADOPTED BUDGET	FY 2016 OP REV VARIANCE
LIGHT GA	459,210	3.8%	442,310	441,456	854
NON-AVIATION	1,654,180	0.2%	1,651,587	1,611,691	39,896
OTHER	372,142	-10.7%	416,507	363,435	53,072
<b>TOTAL</b>	<b>2,485,532</b>		<b>2,510,404</b>	<b>2,416,582</b>	<b>93,822</b>

To establish a methodology that is fair, equitable, and recovers the district's cost to operate the airfield and terminal, we have established a "Rates and Charges Model". This model has produced the rates which should be charged and generate revenue sufficient to provide professional service, cover operating costs, provide monetary resources to maintain and acquire assets, and reimburse District reserves.

Specific rates used to compute FY17 operating revenue are detailed in Annex A to Resolution 1663, A Resolution Authorizing and Approving the Adjustment of Rates and Charges at the Monterey Peninsula Airport District for Fiscal Year 2017.

The District will receive an apportionment of property taxes in this fiscal year. The Auditor/Controller of Monterey County will distribute the apportionment in multiple payments.

## **OPERATING EXPENSES:**

Decreases to the existing MPAD salary schedule are included in the FY 17 operating plan. These changes are consistent with staff retirements, organizational changes and continuing agreements with bargaining units and to unrepresented employees. MPAD employees will continue to move through the steps of their respective pay bands. Payroll and payroll related costs will comprise 51.4% of the district's total operating expense; a sharp contrast from previous fiscal years. ARFF services are now provided through contract and not by employees. In FY17, Executive Director will staff 30 full-time positions and 5 part-time positions.

<b>DEPARTMENT</b>	<b>FISCAL YEAR 2016</b>			<b>FISCAL YEAR 2017</b>		
	<b>F/T</b>	<b>P/T</b>	<b>TOTAL</b>	<b>F/T</b>	<b>P/T</b>	<b>TOTAL</b>
<b>F &amp; A</b>	8	0	8	7	0*	7
<b>P &amp; D</b>	3	1	4	3	0	3
<b>Maintenance</b>	11	0	11	11	0	11
<b>Operations</b>	3	0	3	3	0	3
<b>Police</b>	7	6	13	6	5	11
<b>TOTAL</b>	32	7	39	30	5	35

\*contractor with RGS-JPA

The Public Employees' Pension Reform Act (PEPRA) implemented new benefit formulas, final compensation period, and new contribution requirements for new employees hired on or after January 1, 2013. The legislation created a multi-tier system; the District has several new employees that fall into the Tier 2 CalPERs retirement plan.

	<b>Miscellaneous</b>	<b>Public Safety - Fire</b>	<b>Public Safety - Police</b>
<b>Benefit Formula</b>	<b>2% at 62</b>	<b>2.7% at 57</b>	<b>2.7% at 57</b>
<b>Final Compensation Period</b>	<b>3 Yr Final Comp</b>	<b>3 Yr Final Comp</b>	<b>3 Yr Final Comp</b>
<b>Employer Rate</b>	<b>6.17%</b>	<b>0.00%</b>	<b>12.11%</b>
<b>Employee Rate</b>	<b>6.25%</b>	<b>0.00%</b>	<b>11.50%</b>

District employees, who were enrolled in the District's CalPERs retirement plans before PEPRA, are labeled "classic" employees and will continue in their existing plans. The employer rates effective July 1, 2016, are shown below.

**FISCAL YEAR 2017 (July 1, 2016 - June 30, 2017)**

	Miscellaneous	Public Safety - Fire	Public Safety - Police
<b>Benefit Formula</b>	<b>2% at 55</b>	<b>3% at 50</b>	<b>3% at 50</b>
<b>Final Compensation Period</b>	<b>1 Yr Final Comp</b>	<b>1 Yr Final Comp</b>	<b>1 Yr Final Comp</b>
<b>Employer Rate</b>	<b>12.769%</b>		<b>33.781%</b>
<b>Employee Rate</b>	<b>7.00%</b>		<b>9.00%</b>

For Fiscal Year 2017, the CalPERs employer rates increased 1.28% for miscellaneous employees, increased 6.22% for public safety police employees, but decreased 0% for public safety fire employees who transferred to the City of Monterey Fire Department under a shared services agreement. In Fiscal Year 2017 MPAD will contribute \$204,836 to former public safety fire employees.

	<b>MPAD EMPLOYER RATE FY 2016</b>	<b>MPAD EMPLOYER RATE FY 2017</b>	<b>MPAD EMPLOYER RATE CHANGE FY 2017</b>	<b>MPAD EMPLOYER INCREASE FY 2017</b>	<b>PROJECTED MPAD EMPLOYER RATE FY 2017</b>
<b>Miscellaneous</b>	<b>11.480%</b>	<b>12.769%</b>	<b>1.289%</b>	<b>11.2%</b>	<b>12.789%</b>
<b>Public Safety - Fire</b>	<b>31.399%</b>	<b>0.000%</b>	<b>-31.399%</b>	<b>-100.0%</b>	<b>0.000%</b>
<b>Public Safety - Police</b>	<b>27.558%</b>	<b>33.781%</b>	<b>6.223%</b>	<b>22.6%</b>	<b>33.750%</b>

The District contracts with CalPERs for health insurance coverage. As part of an IRC Section 125 Cafeteria Plan, employees are able to select from five (5) health insurance plans. On January 1, 2016, the premium for PERs Choice, the most popular plan with miscellaneous employees increased 21.3%; the premium for PERs Care increased 22.1%; the premium for PERs Select increased 12.6%; the premium for Anthem EPO increased 21.3%; and the premium for PORAC, the most popular plan with public safety employees increased between 4.5% and 9.0%, depending on coverage (i.e. employee, employee plus 1 or employee plus 2 or more).

For Fiscal Year 2017, the health insurance premiums will change again on January 1, 2011, and we can only speculate as to how much. This plan provides for a 9% increase in health insurance premiums. Depending upon benefit tier, MPAD employees will continue to pay 7% or 15% of their health insurance premium.

	<b>INCREASE OR DECREASE ON 01/01/2016</b>	<b>MINIMUM PROJECTED INCREASE ON 01/01/2017</b>	<b>MAXIMUM PROJECTED INCREASE ON 01/01/2017</b>	<b>MINIMUM PROJECTED INCREASE ON 01/01/2018</b>	<b>MAXIMUM PROJECTED INCREASE ON 01/01/2018</b>
<b>Anthem EPO</b>	<b>21.3%</b>	<b>7.0%</b>	<b>12.0%</b>	<b>5.0%</b>	<b>10.0%</b>
<b>PERS Choice</b>	<b>21.3%</b>	<b>7.0%</b>	<b>12.0%</b>	<b>5.0%</b>	<b>10.0%</b>
<b>PERS Select</b>	<b>12.6%</b>	<b>4.5%</b>	<b>11.0%</b>	<b>6.0%</b>	<b>12.0%</b>
<b>PERS Care</b>	<b>22.1%</b>	<b>5.0%</b>	<b>10.0%</b>	<b>4.0%</b>	<b>8.0%</b>
<b>PORAC</b>	<b>8.3%</b>	<b>4.5%</b>	<b>9.0%</b>	<b>5.0%</b>	<b>10.0%</b>

Premiums for District-provided dental insurance increased 5.9% on May 1, 2015; the premium had not changed in the previous two (2) years and will remain unchanged for the next two (2) years. Rates for other District-provided employee benefits (e.g. vision and life insurance) remain unchanged.

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – An Amendment of GASB Statement No. 27*, is effective for all reporting periods beginning after June 15, 2014. This statement requires the recognition of unfunded pension liability. There is no provision in this operating budget to implement GASB Statement No. 68.

Where plausible, a “user pays” methodology drives the formulation of operating expenses. This methodology dictates that each operating department budgets for and is charged for all expenses incurred by that department. Exceptions to the above method are depreciation, insurance, technology infrastructure and utilities expense.

Because we are a Part 139 airport, there is a baseline level of service that is fixed. The level of service will not increase in FY17.

#### **Finance & Administration Department:**

In FY16, the Finance & Administration Department is initially staffed with eight full-time positions. The Controller retired on March 30, 2016, and the Human Resources manager retired on January 15, 2016. Both of these positions will not be filled in Fiscal Year 2017. A new Deputy Executive Director of Finance and Administration position was approved by the Board of Directors and filled on May 9, 2016. The Human Resources manager position will be replaced by a contractor from Regional Government Services.

<b>FINANCE &amp; ADMINISTRATION</b>				
<b>EXPENSE TYPE</b>	<b>FY 2017 DRAFT BUDGET</b>	<b>FY 2016 FORECAST ACTUAL</b>	<b>FY 2016 ADOPTED BUDGET</b>	<b>FY 2016 EXPENSE VARIANCE</b>
PERSONNEL	889,749	913,286	977,969	64,683
OTHER	1,118,255	1,102,583.93	1,096,091	-6,493
<b>TOTAL</b>	<b><u>2,008,004</u></b>	<b><u>2,015,870</u></b>	<b><u>2,074,060</u></b>	<b><u>58,190</u></b>

When compared to Fiscal Year 2016, there is a modest reduction in Finance and Administration operating expenses. Customer service to tenants, as well as general administration, accounting, marketing and human resources services are provided by this department. The Executive Director is accounted for in this department.

Other expenses for the District, such as the cost of general liability insurance and utilities are included and not allocated by department.

### Planning & Development Department:

In FY17, the Planning & Development Department is staffed with three full-time positions. The level of service provided will remain consistent with the previous fiscal year.

PLANNING & DEVELOPMENT				
EXPENSE TYPE	FY 2017 DRAFT BUDGET	FY 2016 FORECAST ACTUAL	FY 2016 ADOPTED BUDGET	FY 2016 EXPENSE VARIANCE
PERSONNEL	313,974	406,738	420,211	13,473
OTHER	100,696	100,205.79	114,791	14,585
TOTAL	<u>414,670</u>	<u>506,944</u>	<u>535,002</u>	<u>28,058</u>

Planning and Development is responsible for engineering, environmental monitoring, and project and grant management, which are but a few of the services provided by this department.

When compared to the previous fiscal year, there are significant changes in operating expenses. The Deputy General Manager Planning and Development retired on March 31, 2016 and this position will not be filled. The resulting savings in labor and benefits accounts for a majority of the decreases in FY 2017 expenses. The Planning Manager is now responsible for Planning & Development department activities and reports directly to the Executive Director.

Information Technology (IT) expense for the operation and maintenance of the District's local area network (LAN), the LAN's associated software and licenses, as well as the LAN's connectivity to the outside world is monitored and managed by the Planning & Development Department.

### Facility Maintenance and Custodial Services Department:

In FY17, the Facility Maintenance and Custodial Services Department is staffed with eleven full-time positions. There are five maintenance positions and six custodian positions. CALPERS health and retirements benefits for Facility Maintenance and Custodial Services increased by 16% and 26% respectively. The overall level of service provided will remain consistent.

MAINTENANCE & CUSTODIAL SERVICES				
EXPENSE TYPE	FY 2017 DRAFT BUDGET	FY 2016 FORECAST ACTUAL	FY 2016 ADOPTED BUDGET	FY 2016 EXPENSE VARIANCE
PERSONNEL	1,029,963	947,772	955,054	7,282
OTHER	513,472	469,245.77	490,977	21,731
TOTAL	<u>1,543,435</u>	<u>1,417,017</u>	<u>1,446,031</u>	<u>29,014</u>

We have planned increases in operating expenses; the preventive maintenance of the District's assets is an ongoing concern. This plan provides resources to address maintenance issues (i.e. tree trimming, refresh runway pavement marking, and required rubber build-up removal on the main runway) as well as maintain and repair the airfield, the terminal, the terminal area and rented properties.

#### **Airport Operations Department:**

As in FY16, the Airport Operations Department is staffed with three positions. The level of service provided will remain consistent.

AIRPORT OPERATIONS				
EXPENSE TYPE	FY 2017 DRAFT BUDGET	FY 2016 FORECAST ACTUAL	FY 2016 ADOPTED BUDGET	FY 2016 EXPENSE VARIANCE
PERSONNEL	324,666	300,936	293,411	-7,525
OTHER	231,508	253,311.82	270,460	17,148
TOTAL	<u>556,174</u>	<u>554,248</u>	<u>563,871</u>	<u>9,623</u>

The Airport Operations Department is responsible for CCTV Security System maintenance and repair. The department is also responsible for the annual software (OAG) expense for the Flight Information Display System (FIDS), as well as the annual software (Gatekeeper) expense for tracking taxi drop-off/pick-up fees.

The department oversees curbside management through a contract with Republic Parking and monitors TCP and "open-entry" taxi operations.

#### **Airport Police Department:**

In FY17, the Police Department is staffed with six full-time positions and five part-time positions. The level of service provided will remain consistent. Full-time positions include one police chief, one police sergeant and four police officers. Part-time positions include five police officers.

The plan provides a total of 4,500 hours for part-time police officers in FY17.

AIRPORT POLICE				
EXPENSE TYPE	FY 2017 DRAFT BUDGET	FY 2016 FORECAST ACTUAL	FY 2016 ADOPTED BUDGET	FY 2016 EXPENSE VARIANCE
PERSONNEL	1,211,384	1,117,875	1,247,680	129,805
OTHER	125,383	132,912.34	127,391	-5,521
TOTAL	<u>1,336,767</u>	<u>1,250,787</u>	<u>1,375,071</u>	<u>124,284</u>

With new TSA changes, the Police Department will provide one (1) officer during the hours of the day when commercial air carrier operations and TSA operations are occurring (typically 4:00 am to 11:00 pm daily). One officer is on site during the hours of non-commercial air carrier operations.

The FY17 Police Department operating plan will be similar to the FY 16 plan. The department will be fully staffed and is considering the use of two additional part-time officers to improve coverage and minimize expenses. Expendable supplies and general maintenance expenses are projected to increase only minimally.

This is minimal staffing to meet TSA requirements. Should TSA increase the “threat level”, the District would expend resources meeting a requirement that is not incorporated into this operating plan.

#### **ARFF & Fire Services:**

In FY17, aircraft rescue and firefighting (ARFF) services, as well as structural fire protection and facilities inspection, are provided under contract with the City of Monterey. The level of contract service provided is consistent with prior years’ in-house services.

ARFF & FIRE SERVICES				
EXPENSE TYPE	FY 2017 DRAFT BUDGET	FY 2016 FORECAST ACTUAL	FY 2016 ADOPTED BUDGET	FY 2016 EXPENSE VARIANCE
PERSONNEL	213,960	82,848	82,872	24
OTHER	1,731,009	1,670,942.24	1,690,523	19,581
TOTAL	<u>1,944,969</u>	<u>1,753,790</u>	<u>1,773,395</u>	<u>19,605</u>

The increase is primarily due to an increase in payments to CalPERs (for the District’s pension liability to firefighters). In future fiscal years (FY 17 and beyond), the District’s pension expense for those firefighters will be approximately \$204,000 per year plus incremental increases.

**Board of Directors:**

When compared to the previous fiscal year, there is only one significant change in operating expenses for the board members – there is an election expense of \$105,000 in FY 17.

BOARD OF DIRECTORS				
EXPENSE TYPE	FY 2017 DRAFT BUDGET	FY 2016 FORECAST ACTUAL	FY 2016 ADOPTED BUDGET	FY 2016 EXPENSE VARIANCE
PERSONNEL	25,944	17,008	16,265	-743
OTHER	196,810	99,100.62	102,260	3,159
TOTAL	<u>222,754</u>	<u>116,108</u>	<u>118,525</u>	<u>2,417</u>

**CAPITAL BUDGET:****CO-FUNDED (FAA Grants/PFCs/District) CAPITAL PROJECTS:**

The following co-funded capital projects are brought forward from prior fiscal years:

- Project Number 2012-01, Runway Safety Area – Construction – Phase 1 with possible recovery of \$808,573 in MAPD RSA legal settlements,
- Project Number 2013-02, Airport Master Plan,
- Project Number 2014-01, Runway Safety Area – Construction – Phase 2, and
- Project Number 2015-03, Infield Safety Area Rehab – Part A.
- 2016-01 Project Number 2016-01, NEPA/CEQA – Master Plan/Terminal/ARFF Station/NS GA. The District share is estimated to \$311,220 and \$285,299 in FY 71 and FY18 respectively.

**CO-FUNDED (FAA Grants/PFCs/District) CAPITAL ACQUISITIONS:**

None

**DISTRICT- FUNDED CAPITAL PROJECTS:**

The following District-funded capital project is brought forward from Fiscal Year 2016:

- Project Number 2016-02, Solar Panel Array/Electricity Production System (\$152,000)



## DISTRICT-FUNDED CAPITAL ACQUISITIONS:

In Fiscal Year 2017, there will be the following District-funded capital acquisitions:

- Project Number 2017-01, Mower for Runway Maintenance (\$20,000),
- Project Number 2017-02, Paint Machine- Pavement/Line Painting System (\$42,000),
- Project Number 2017-03, Inside Terminal Refresh (\$30,000) and
- Project Number 2017-04, Baggage Belt Replacement (\$80,000).

## SUMMARY:

The final FY17 Operating Plan & Capital Plan is complete; operating needs are met. Covenants of the bond indenture are met. The results are:

FY17 Operating Revenue:	\$ 8,600,109
FY17 Operating Expense:	<u>8,026,773</u>
FY17 Net Operating Income:	\$ 573,336

FY17 Interest Income:	<u>\$ 36,520</u>
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FY17 Net Income <sup>1</sup> :	<u><u>\$ 609,856</u></u>
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FY17 Debt Service – Interest	\$ 84,920
FY17 Debt Service – Principal	<u>299,000</u>
FY17 Total Debt Service	<u><u>\$ 383,920</u></u>

FY17 Net Income after Debt Service	\$ 225,936
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FY16 District-Funded Capital Plan <sup>2</sup> :	<u>\$ 324,000</u>
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Change in Net Position:	- \$ 98,064
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<sup>1</sup> Meets **minimum** net income requirement for 1.25 to 1.00 ratio (Section 5.09b)

<sup>2</sup> FY17 District-Funded Capital Plan is fully funded with \$225,936 of FY16 net income and \$98,064 of retained earnings

**TO:** Monterey Peninsula Airport District Board of Directors  
**FROM:** Mike La Pier, Executive Director  
**SUBJ:** Summary of Change: Comparison of the Final FY 2017 Operating & Capital Plans to the Draft Plans Discussed at the June 1, 2016, Budget Workshop

**BACKGROUND.** On June 1, 2016, the Board of Directors and staff of the Monterey Peninsula Airport District met and conducted a FY 2017 Budget Workshop. At the conclusion of the workshop, the board expressed their support for the FY17 Financial Plan as presented and asked that Executive Director to make specific reviews and updates to the Final FY 2017 Operating & Capital Plans.

**SCOPE.** The Board of Directors requested the rates and charges schedule be reviewed for possible increases and/or additions to the terminal area and ground transportation rates, and the potential impact of these changes be considered in FY 17 Operating Plan.

**RATES & CHARGES:** The recommended rates and charges were reviewed; there are three updates included in the Final FY 2017 Rates and Charges schedule. The short term daily parking rate was increased from \$20.00 to \$24.00. Four new TCP and TNC operating permit Categories were added which increased potential permit fees from \$1,000 to \$10,000 for both ground transportation groups.

The impact of these changes is indeterminable on parking revenues and current TCP and TNC operating permit revenues. Therefore, no additional revenues have been included in the FY 2017 Operating Plan. Below are the added TCP and TNC operating permit categories.

TCP Operating Permit	Annual TCP Operating Permit <sup>1</sup>	7/1/2011	\$200.00	\$200.00	7/1/2016
Company Fleet Size Annual Operating Permit Fee Structure					
Category 1	1 vehicle	\$200.00			7/1/2016
Category 2	2 -- 4 vehicles	\$400.00			7/1/2016
Category 3	5 -- 9 vehicles	\$600.00			7/1/2016
Category 4	10 -- 15 vehicles	\$800.00			7/1/2016
Category 5	16 -- 39 vehicles	\$1,000.00			7/1/2016
Category 6	40 -- 99 vehicles	\$2,500.00			7/1/2016
Category 7	100 -- 249 vehicles	\$5,000.00			7/1/2016
Category 8	250 -- 499 vehicles	\$7,500.00			7/1/2016
Category 9	500 -- + vehicles	\$10,000.00			7/1/2016

TNC Operating Permit	Annual TNC Operating Permit <sup>1</sup>	10/1/2015	\$200.00	\$200.00	7/1/2016
Company Fleet Size Annual Operating Permit Fee Structure					
Category 1	1 vehicle	\$200.00			7/1/2016
Category 2	2 -- 4 vehicles	\$400.00			7/1/2016
Category 3	5 -- 9 vehicles	\$600.00			7/1/2016
Category 4	10 -- 15 vehicles	\$800.00			7/1/2016
Category 5	16 -- 39 vehicles	\$1,000.00			7/1/2016
Category 6	40 -- 99 vehicles	\$2,500.00			7/1/2016
Category 7	100 -- 249 vehicles	\$5,000.00			7/1/2016
Category 8	250 -- 499 vehicles	\$7,500.00			7/1/2016
Category 9	500 -- + vehicles	\$10,000.00			7/1/2016

**IMPACT ON OPERATING REVENUE.** Unknown

**IMPACT ON OPERATING EXPENSE.** N/A

**IMPACT ON OPERATING INCOME.** Unknown

**IMPACT ON CAPITAL EXPENSE.** Not applicable

**IMPACT ON OPERATIONS.** Not applicable

**STRATEGIC PLAN.** Not applicable

**RECOMMENDATION.** Adopt Resolution Numbers 1663 & 1665 as presented.

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA, OPERATING BUDGET -- FISCAL  
YEAR 2017**

ADOPTED BY THE MPAD BOARD OF DIRECTORS BY RESOLUTION NO. 1665, JUNE 8, 2016

**Operating Plan -- Income Statement -- Fiscal Year 2017  
For the Twelve Periods Ending 06/30/2017**

**FINAL 06-08-2016**

	FY 2017 FULL YEAR PLAN	FY 2016 ORIGINAL FULL YEAR PLAN	INCREASE / (DECREASE) FOR FY 2017	FY 2016 PROJECTED FULL YEAR ACTUAL	INCREASE / (DECREASE) FOR FY 2017
<b>Operating Revenue</b>					
<b>Commercial Aviation</b>					
Landing Fees	595,776.00	550,370.00	8.3%	544,173.72	9.5%
RON Fees	68,197.00	73,917.00	-7.7%	70,253.61	-2.9%
Apron Fees	97,745.00	90,370.00	8.2%	88,477.70	10.5%
<b>Total Commercial Aviation:</b>	<b>761,718.00</b>	<b>714,657.00</b>	<b>6.6%</b>	<b>702,905.03</b>	<b>8.4%</b>
<b>General Aviation</b>					
Landing Fee	357,141.00	314,673.00	13.5%	353,203.08	1.1%
<b>Total General Aviation:</b>	<b>357,141.00</b>	<b>314,673.00</b>	<b>13.5%</b>	<b>353,203.08</b>	<b>1.1%</b>
<b>Terminal Leases &amp; Concessions</b>					
Gate Usage Fees	-	7,164.00	-100.0%	1,378.44	-100.0%
Terminal Space Rent	1,690,859.00	1,679,856.00	0.7%	1,688,384.00	0.1%
Terminal Concessions	174,443.00	157,174.00	11.0%	167,081.81	4.4%
TCP Operators Permits	8,150.00	9,100.00	-10.4%	8,459.96	-3.7%
Taxi Operators Permits & Trip Fees	141,338.00	160,977.00	-12.2%	139,385.70	1.4%
TNC Permits & Trip Fees	38,483.00	-	100.0%	34,015.00	13.1%
Rental Car Concessions	1,094,298.00	1,081,197.00	1.2%	1,096,418.60	-0.2%
Parking Concession	839,591.00	822,661.00	2.1%	792,170.68	6.0%
Tower Lease	3,150.00	3,150.00	0.0%	3,150.00	0.0%
<b>Total Terminal Leases &amp; Concessions:</b>	<b>3,990,312.00</b>	<b>3,921,279.00</b>	<b>1.8%</b>	<b>3,930,444.19</b>	<b>1.5%</b>
<b>Heavy General Aviation Tenants</b>					
FBO Rents	695,148.00	675,012.00	3.0%	675,024.00	3.0%
Fuel Flowage Fees	310,258.00	342,792.00	-9.5%	312,474.37	-0.7%
<b>Total Heavy General Aviation Tenants:</b>	<b>1,005,406.00</b>	<b>1,017,804.00</b>	<b>-1.2%</b>	<b>987,498.37</b>	<b>1.8%</b>
<b>Light General &amp; Other Aviation Tenants</b>					
Facility / Space Rents	193,860.00	195,096.00	-0.6%	188,232.00	3.0%
Hangar Rents	257,700.00	238,260.00	8.2%	246,737.00	4.4%
Tiedown Fees	7,650.00	8,100.00	-5.6%	7,341.00	4.2%
<b>Total Light General &amp; Other Aviation Tenants:</b>	<b>459,210.00</b>	<b>441,456.00</b>	<b>4.0%</b>	<b>442,310.00</b>	<b>3.8%</b>
<b>Non-Aviation Tenants</b>					
Facility / Space Rents	1,106,352.00	1,097,970.00	0.8%	1,089,472.41	1.5%
Outside Storage	108,576.00	116,256.00	-6.6%	115,690.50	-6.1%
R V Storage	123,576.00	122,040.00	1.3%	126,170.53	-2.1%
Self-Storage Concession	309,676.00	269,425.00	14.9%	312,934.13	-1.0%
Miscellaneous Non-Aviation Revenue	6,000.00	6,000.00	0.0%	7,319.77	-18.0%
<b>Total Non-Aviation Tenants:</b>	<b>1,654,180.00</b>	<b>1,611,691.00</b>	<b>2.6%</b>	<b>1,651,587.34</b>	<b>0.2%</b>
<b>Other Operating Revenue</b>					
Property Tax Allocation	174,842.00	176,660.00	-1.0%	140,644.74	24.3%
Utility Charges	159,300.00	148,700.00	7.1%	156,222.00	2.0%
Late Fees & Interest	5,150.00	5,150.00	0.0%	4,825.29	6.7%
Bail & Traffic Fines	850.00	1,025.00	-17.1%	569.50	49.3%
License Fees	250.00	-	100.0%	250.00	0.0%
Tenant Employee Parking, Decals & Badges	27,000.00	25,150.00	7.4%	29,787.82	-9.4%
Tenant Plan Reviews, Checks & Inspection	-	-	0.0%	3,385.00	-100.0%
Miscellaneous Other Operating Revenue	4,750.00	6,750.00	-29.6%	80,822.71	-94.1%
<b>Total Other Operating Revenue:</b>	<b>372,142.00</b>	<b>363,435.00</b>	<b>2.4%</b>	<b>416,507.06</b>	<b>-10.7%</b>
<b>Total Operating Revenue:</b>	<b>8,600,109.00</b>	<b>8,384,995.00</b>	<b>2.6%</b>	<b>8,484,455.07</b>	<b>1.4%</b>

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA, OPERATING BUDGET -- FISCAL  
YEAR 2017**

ADOPTED BY THE MPAD BOARD OF DIRECTORS BY RESOLUTION NO. 1665, JUNE 8, 2016

**Operating Plan -- Income Statement -- Fiscal Year 2017  
For the Twelve Periods Ending 06/30/2017**

**FINAL 06-08-2016**

	FY 2017	FY 2016	INCREASE /	FY 2016	INCREASE /
	FULL YEAR	ORIGINAL	(DECREASE)	PROJECTED	(DECREASE)
	PLAN	FULL YEAR	FOR	FULL YEAR	FOR
		PLAN	FY 2017	ACTUAL	FY 2017
<b>Operating Expense</b>					
<b>Finance &amp; Administration</b>					
Salary & Wages	663,445.00	729,702.00	-9.1%	683,762.53	-3.0%
Salary & Wage Reimbursement - AIP & Billing	-	-	0.0%	-	0.0%
Overtime (OT) Pay	884.00	-	100.0%	-	100.0%
Employer SSI	41,225.00	44,199.00	-6.7%	41,093.89	0.3%
Employer MC	9,676.00	10,577.00	-8.5%	10,191.68	-5.1%
Workers' Compensation Insurance	20,060.00	19,865.00	1.0%	17,781.22	12.8%
ADP Processing	2,520.00	2,328.00	8.2%	2,265.04	11.3%
CalPERS Retirement	57,696.00	66,843.00	-13.7%	64,867.08	-11.1%
CalPERS Health Insurance	65,778.00	72,892.00	-9.8%	65,934.37	-0.2%
Flexible Spending Account (FSA)	9,324.00	10,611.00	-12.1%	8,462.42	10.2%
Dental Insurance	13,660.00	14,496.00	-5.8%	12,172.89	12.2%
Vision Insurance	1,050.00	1,134.00	-7.4%	1,005.66	4.4%
Life Insurance	1,395.00	1,120.00	24.6%	1,061.13	31.5%
Retiree Health Insurance	3,036.00	4,202.00	-27.7%	2,970.00	2.2%
GASB 45 / OPEB Expense	1,550.00	1,721.00	-9.9%	1,718.00	-9.8%
Personnel Recruitment & Pre-Employment Expense	5,000.00	25,000.00	-80.0%	19,558.50	-74.4%
Temporary Personnel	6,800.00	35,020.00	-80.6%	49,438.73	-86.2%
Dues & Subscriptions	25,000.00	25,400.00	-1.6%	25,392.75	-1.5%
Seminars & Conferences	4,695.00	8,405.00	-44.1%	5,062.00	-7.3%
Professional Development & Education	1,325.00	3,300.00	-59.8%	2,678.00	-50.5%
Business Travel & Entertainment	15,550.00	17,875.00	-13.0%	15,764.96	-1.4%
Public Notices	2,000.00	2,000.00	0.0%	6,320.91	-68.4%
LAFCO Expense	15,640.00	14,760.00	6.0%	15,259.00	2.5%
Umbrella Liability Insurance Expense	190,000.00	190,000.00	0.0%	174,287.92	9.0%
Administrative Meetings / Employee Relations	11,200.00	16,500.00	-32.1%	13,418.65	-16.5%
Telephone	19,800.00	17,225.00	14.9%	21,358.55	-7.3%
Telecommunications	2,450.00	2,500.00	-2.0%	2,477.72	-1.1%
Postage & Courier Services	3,625.00	3,625.00	0.0%	3,532.39	2.6%
Bank Fees & Finance Charges	10,200.00	8,650.00	17.9%	10,052.50	1.5%
General Supplies & Materials	3,000.00	3,000.00	0.0%	3,349.68	-10.4%
Office Supplies & Materials	14,000.00	14,000.00	0.0%	19,007.13	-26.3%
District Vehicle Supplies & Materials	50.00	50.00	0.0%	25.00	100.0%
District Vehicle Fuel	600.00	1,200.00	-50.0%	252.08	138.0%
Office Equipment Repair & Maintenance	9,850.00	9,850.00	0.0%	7,989.63	23.3%
General Repair & Maintenance	250.00	250.00	0.0%	158.75	57.5%
District Vehicle Repair & Maintenance	3,000.00	3,000.00	0.0%	2,024.33	48.2%
Other / Contract Services	6,300.00	1,500.00	320.0%	5,836.14	7.9%
Tenant Services	2,000.00	2,000.00	0.0%	125.00	1500.0%
Art Program	12,000.00	16,000.00	-25.0%	17,919.87	-33.0%
Annual Audit / Accounting	42,450.00	42,450.00	0.0%	38,930.03	9.0%
District Legal Counsel	3,000.00	3,000.00	0.0%	7,016.05	-57.2%
Other Legal Services	6,500.00	7,600.00	-14.5%	5,055.00	28.6%
Computer / LAN / IT	2,760.00	2,760.00	0.0%	2,755.37	0.2%
Administration & Finance	15,750.00	14,750.00	6.8%	16,853.79	-6.5%
Human Resources	50,400.00	1,000.00	4940.0%	-	#N/A
Other Professional Services	5,000.00	5,000.00	0.0%	5,670.00	-11.8%
Marketing	85,000.00	85,000.00	0.0%	82,673.78	2.8%
Public Relations	25,000.00	12,000.00	108.3%	13,810.51	81.0%
Air Service Development	41,500.00	25,000.00	66.0%	52,921.55	-21.6%
Utilities - Miscellaneous	1,600.00	1,900.00	-15.8%	1,502.39	6.5%
Utilities - Electricity	242,200.00	236,000.00	2.6%	236,343.88	2.5%
Utilities - Natural Gas	49,400.00	47,500.00	4.0%	46,672.74	5.8%
Utilities - Water	136,800.00	145,000.00	-5.7%	128,417.21	6.5%
Utilities - Sewage / Waste Water	20,910.00	20,200.00	3.5%	20,008.52	4.5%
Utilities - Solid Waste Disposal	20,100.00	20,100.00	0.0%	19,853.42	1.2%
Bad Debt Expense	3,000.00	3,000.00	0.0%	2,000.00	50.0%
Property Tax & Assessments	1,000.00	1,000.00	0.0%	809.50	23.5%
<b>Total Finance &amp; Administration:</b>	<b>2,008,004.00</b>	<b>2,074,060.00</b>	<b>-3.2%</b>	<b>2,015,869.84</b>	<b>-0.4%</b>

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA, OPERATING BUDGET -- FISCAL  
YEAR 2017**

ADOPTED BY THE MPAD BOARD OF DIRECTORS BY RESOLUTION NO. 1665, JUNE 8, 2016

**Operating Plan -- Income Statement -- Fiscal Year 2017  
For the Twelve Periods Ending 06/30/2017**

**FINAL 06-08-2016**

	FY 2017 FULL YEAR PLAN	FY 2016 ORIGINAL FULL YEAR PLAN	INCREASE / (DECREASE) FOR FY 2017	FY 2016 PROJECTED FULL YEAR ACTUAL	INCREASE / (DECREASE) FOR FY 2017
<b>Planning &amp; Development</b>					
Salaries & Wages	222,018.00	349,930.00	-36.6%	315,401.08	-29.6%
Salary & Wage Reimbursement - AIP & Billing	(28,000.00)	(65,000.00)	-56.9%	(43,953.44)	-36.3%
Overtime (OT) Pay	-	-	0.0%	-	0.0%
Holiday Pay	-	-	0.0%	308.56	-100.0%
Employer SSI	13,772.00	20,252.00	-32.0%	19,013.99	-27.6%
Employer MC	3,224.00	5,074.00	-36.5%	4,782.46	-32.6%
Workers' Compensation Insurance	8,116.00	18,892.00	-57.0%	16,712.13	-51.4%
ADP Processing	1,080.00	1,152.00	-6.3%	1,151.10	-6.2%
CalPERS Retirement	23,284.00	35,336.00	-34.1%	35,646.96	-34.7%
CalPERS Health Insurance	60,036.00	42,188.00	42.3%	49,116.27	22.2%
Flexible Spending Account (FSA)	3,996.00	5,252.00	-23.9%	3,201.39	24.8%
Dental Insurance	5,710.00	6,210.00	-8.1%	4,643.81	23.0%
Vision Insurance	450.00	564.00	-20.2%	385.83	16.6%
Life Insurance	288.00	361.00	-20.2%	327.60	-12.1%
Retiree Health Insurance	-	-	0.0%	-	0.0%
GASB 45 / OPEB Expense	581.00	645.00	-9.9%	647.00	-10.2%
Personnel Recruitment & Pre-Employment Expense	-	1,785.00	-100.0%	-	0.0%
Temporary Personnel	-	-	0.0%	-	0.0%
Dues & Subscriptions	825.00	1,125.00	-26.7%	1,205.00	-31.5%
Seminars & Conferences	1,845.00	4,455.00	-58.6%	3,005.00	-38.6%
Professional Development & Education	425.00	4,000.00	-89.4%	100.00	325.0%
Business Travel & Entertainment	4,100.00	5,000.00	-18.0%	5,171.24	-20.7%
Public Notices	1,000.00	1,000.00	0.0%	3,114.99	-67.9%
Administrative Meetings / Employee Relations	300.00	650.00	-53.8%	601.76	-50.1%
Telephone	360.00	810.00	-55.6%	331.86	8.5%
Telecommunications	1,925.00	3,876.00	-50.3%	2,880.26	-33.2%
Postage & Courier Services	790.00	840.00	-6.0%	661.12	19.5%
General Supplies & Materials	-	-	0.0%	49.56	-100.0%
Office Supplies & Materials	3,600.00	4,400.00	-18.2%	4,331.57	-16.9%
District Vehicle Supplies & Materials	-	50.00	-100.0%	-	0.0%
District Vehicle Fuel	-	2,400.00	-100.0%	549.48	-100.0%
Office Equipment Repair & Maintenance	3,960.00	4,670.00	-15.2%	4,570.22	-13.4%
District Vehicle Repair & Maintenance	-	3,000.00	-100.0%	2,044.86	-100.0%
Other / Contract Services	-	1,000.00	-100.0%	100.00	-100.0%
Architect & Engineer	25,000.00	25,000.00	0.0%	22,904.02	9.2%
District Legal Counsel	1,320.00	2,475.00	-46.7%	-	#N/A
Other Legal Services	-	-	0.0%	-	0.0%
Computer / LAN & IT	46,915.00	40,610.00	15.5%	33,009.11	42.1%
Environmental	5,000.00	5,000.00	0.0%	12,963.00	-61.4%
Other Professional Services	1,000.00	1,000.00	0.0%	100.00	900.0%
Public Relations	1,750.00	1,000.00	75.0%	1,865.74	-6.2%
<b>Total Planning &amp; Development:</b>	<b>414,670.00</b>	<b>535,002.00</b>	<b>-22.5%</b>	<b>506,943.53</b>	<b>-18.2%</b>
<b>Maintenance &amp; Custodial Services</b>					
Salaries & Wages	590,436.00	574,845.00	2.7%	575,013.33	2.7%
Salary & Wage Reimbursement - AIP & Billing	-	-	0.0%	(5,202.57)	-100.0%
Pager Pay	8,440.00	10,740.00	-21.4%	10,670.00	-20.9%
Overtime (OT) Pay	7,434.00	8,174.00	-9.1%	6,928.55	7.3%
Holiday Pay	3,286.00	3,312.00	-0.8%	2,957.32	11.1%
Employer SSI	37,879.00	37,018.00	2.3%	36,029.16	5.1%
Employer MC	8,911.00	8,656.00	2.9%	8,426.94	5.7%
Workers' Compensation Insurance	52,875.00	47,551.00	11.2%	45,284.59	16.8%
ADP Processing	3,960.00	3,168.00	25.0%	3,192.77	24.0%
CalPERS Retirement	65,240.00	56,116.00	16.3%	62,830.74	3.8%
CalPERS Health Insurance	208,368.00	164,982.00	26.3%	165,206.55	26.1%
Flexible Spending Account (FSA)	14,652.00	14,448.00	1.4%	12,691.23	15.4%
Dental Insurance	22,740.00	20,556.00	10.6%	19,455.72	16.9%
Vision Insurance	1,650.00	1,548.00	6.6%	1,498.39	10.1%
Life Insurance	1,056.00	976.00	8.2%	931.84	13.3%

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA, OPERATING BUDGET -- FISCAL  
YEAR 2017**

ADOPTED BY THE MPAD BOARD OF DIRECTORS BY RESOLUTION NO. 1665, JUNE 8, 2016

**Operating Plan -- Income Statement -- Fiscal Year 2017  
For the Twelve Periods Ending 06/30/2017**

	FY 2017	FY 2016	INCREASE /	FY 2016	INCREASE /
	FULL YEAR	ORIGINAL	(DECREASE)	PROJECTED	(DECREASE)
<b>FINAL 06-08-2016</b>	PLAN	FULL YEAR	FOR	FULL YEAR	FOR
	PLAN	PLAN	FY 2017	ACTUAL	FY 2017
Retiree Health Insurance	3,036.00	2,964.00	2.4%	1,857.00	63.5%
GASB 45 / OPEB Expense	2,132.00	2,367.00	-9.9%	2,365.00	-9.9%
Personnel Recruitment & Pre-Employment Expense	-	1,785.00	-100.0%	-	#N/A
Dues & Subscriptions	-	300.00	-100.0%	-	0.0%
Seminars & Conferences	1,500.00	3,000.00	-50.0%	125.00	100.0%
Professional Development & Education	200.00	1,200.00	-83.3%	-	#N/A
Business Travel & Entertainment	3,000.00	2,500.00	20.0%	50.00	5900.0%
Administrative Meetings / Employee Relations	300.00	250.00	20.0%	539.68	-44.4%
Telephone	1,190.00	1,200.00	-0.8%	1,756.46	-32.3%
Telecommunications	10,800.00	12,000.00	-10.0%	9,753.96	10.7%
Postage & Courier Services	120.00	360.00	-66.7%	4,030.96	-97.0%
Custodial Supplies & Materials	52,100.00	52,800.00	-1.3%	43,049.16	21.0%
General Supplies & Materials	5,100.00	5,000.00	2.0%	2,266.65	125.0%
Maintenance Supplies & Materials	14,300.00	18,000.00	-20.6%	8,596.15	66.4%
Office Supplies & Materials	540.00	1,000.00	-46.0%	452.70	19.3%
District Vehicle Supplies & Materials	3,100.00	1,800.00	72.2%	4,841.37	-36.0%
District Vehicle Fuel	13,200.00	15,000.00	-12.0%	18,838.57	-29.9%
Airfield Repair & Maintenance	128,000.00	110,000.00	16.4%	135,629.04	-5.6%
Terminal Repair & Maintenance	118,000.00	100,100.00	17.9%	84,940.92	38.9%
Rental Space Repair & Maintenance	43,000.00	41,000.00	4.9%	34,149.43	25.9%
Landscape & Grounds Repair & Maintenance	24,000.00	25,000.00	-4.0%	26,687.73	-10.1%
Office Equipment Repair & Maintenance	240.00	250.00	-4.0%	85.62	180.3%
General Repair & Maintenance	9,600.00	7,020.00	36.8%	12,212.18	-21.4%
District Vehicle Repair & Maintenance	11,050.00	18,500.00	-40.3%	19,006.42	-41.9%
Other / Contract Services	72,000.00	70,545.00	2.1%	59,868.77	20.3%
<b>Total Maintenance &amp; Custodial Services:</b>	<b>1,543,435.00</b>	<b>1,446,031.00</b>	<b>6.7%</b>	<b>1,417,017.33</b>	<b>8.9%</b>
<b>Airport Operations</b>					
Salaries & Wages	223,452.00	206,532.00	8.2%	211,182.30	5.8%
Salary & Wage Reimbursement - AIP & Billing	-	-	0.0%	-	0.0%
Overtime (OT) Pay	976.00	878.00	11.2%	509.00	91.7%
Employer SSI	13,927.00	12,858.00	8.3%	12,774.54	9.0%
Employer MC	3,272.00	3,007.00	8.8%	2,988.49	9.5%
Workers' Compensation Insurance	14,297.00	12,269.00	16.5%	12,186.74	17.3%
ADP Processing	1,080.00	864.00	25.0%	880.59	22.6%
CalPERS Retirement	23,944.00	20,189.00	18.6%	22,444.22	6.7%
CalPERS Health Insurance	34,014.00	27,456.00	23.9%	28,955.60	17.5%
Flexible Spending Account (FSA)	3,996.00	3,936.00	1.5%	3,624.36	10.3%
Dental Insurance	4,970.00	4,726.00	5.2%	4,706.24	5.6%
Vision Insurance	450.00	426.00	5.6%	421.68	6.7%
Life Insurance	288.00	270.00	6.7%	262.08	9.9%
Retiree Health Insurance	-	-	0.0%	-	0.0%
GASB 45 / OPEB Expense	581.00	645.00	-9.9%	647.00	-10.2%
Personnel Recruitment & Pre-Employment Expense	-	-	0.0%	163.92	0.0%
Dues & Subscriptions	2,290.00	2,440.00	-6.1%	2,397.50	-4.5%
Seminars & Conferences	1,160.00	3,025.00	-61.7%	1,030.00	12.6%
Professional Development & Education	-	-	0.0%	75.00	-100.0%
Business Travel & Entertainment	2,835.00	5,700.00	-50.3%	3,387.57	-16.3%
Administrative Meetings / Employee Relations	-	-	0.0%	479.14	-100.0%
Telephone	360.00	360.00	0.0%	324.55	10.9%
Telecommunications	3,780.00	4,020.00	-6.0%	4,223.88	-10.5%
Postage & Courier Services	240.00	240.00	0.0%	171.39	40.0%
General Supplies & Materials	3,200.00	6,000.00	-46.7%	2,291.16	39.7%
Office Supplies & Materials	3,550.00	3,550.00	0.0%	2,386.20	48.8%
District Vehicle Supplies & Materials	880.00	1,100.00	-20.0%	218.18	303.3%
District Vehicle Fuel	600.00	1,800.00	-66.7%	922.31	-34.9%
Office Equipment Repair & Maintenance	200.00	660.00	-69.7%	342.76	-41.7%
General Repairs & Maintenance	9,000.00	16,000.00	-43.8%	7,412.02	21.4%
District Vehicle Repair & Maintenance	1,600.00	1,250.00	28.0%	846.08	89.1%
Other / Contract Services	136,582.00	162,520.00	-16.0%	168,274.00	-18.8%
Architect & Engineer	-	5,000.00	-100.0%	-	#N/A
Computer / LAN & IT	50,400.00	49,500.00	1.8%	49,507.16	1.8%



**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA, OPERATING BUDGET -- FISCAL  
YEAR 2017**

ADOPTED BY THE MPAD BOARD OF DIRECTORS BY RESOLUTION NO. 1665, JUNE 8, 2016

**Operating Plan -- Income Statement -- Fiscal Year 2017  
For the Twelve Periods Ending 06/30/2017**

	FY 2017	FY 2016	INCREASE /	FY 2016	INCREASE /
	FULL YEAR	ORIGINAL	(DECREASE)	PROJECTED	(DECREASE)
	PLAN	PLAN	FOR	FULL YEAR	FOR
			FY 2017	ACTUAL	FY 2017
<b>FINAL 06-08-2016</b>					
Environmental	14,250.00	6,650.00	114.3%	8,212.00	73.5%
<b>Total Airport Operations:</b>	<b>556,174.00</b>	<b>563,871.00</b>	<b>-1.4%</b>	<b>554,247.66</b>	<b>0.3%</b>
<b>Police Department</b>					
Salaries & Wages	762,401.00	811,702.00	-6.1%	749,907.32	1.7%
Salary Wage Reimbursement - AIP & Billing	(116,800.00)	(116,800.00)	0.0%	(106,880.00)	9.3%
Overtime (OT) Pay	38,214.00	44,002.00	-13.2%	31,836.67	20.0%
Holiday Pay	13,763.00	15,929.00	-13.6%	13,712.49	0.4%
Training Pay	2,352.00	3,028.00	-22.3%	762.33	208.5%
Uniform Allowance	6,240.00	8,160.00	-23.5%	7,160.00	-12.8%
Employer SSI	51,068.00	54,740.00	-6.7%	47,916.51	6.6%
Employer MC	11,972.00	12,807.00	-6.5%	11,207.29	6.8%
Workers' Compensation Insurance	71,354.00	70,313.00	1.5%	57,676.85	23.7%
ADP Processing	3,600.00	3,168.00	13.6%	4,714.14	-23.6%
CalPERS Retirement	196,146.00	169,275.00	15.9%	161,885.76	21.2%
CalPERS Health Insurance	99,270.00	99,606.00	-0.3%	82,444.24	20.4%
Flexible Spending Account (FSA)	7,992.00	9,192.00	-13.1%	7,482.85	6.8%
Dental Insurance	11,770.00	13,672.00	-13.9%	9,769.72	20.5%
Vision Insurance	900.00	984.00	-8.5%	877.61	2.6%
Life Insurance	1,528.00	1,060.00	44.2%	1,206.61	26.6%
Retiree Health Insurance	49,614.00	46,842.00	5.9%	36,194.18	37.1%
GASB 45 / OPEB Expense	(317.00)	291.00	-208.9%	289.00	-209.7%
Personnel Recruitment & Pre-Employment Expense	2,500.00	3,000.00	-16.7%	5,060.00	-50.6%
Dues & Subscriptions	3,000.00	3,000.00	0.0%	3,536.72	-15.2%
Seminars & Conferences	1,000.00	1,000.00	0.0%	1,000.00	0.0%
Professional Development & Education	17,000.00	22,000.00	-22.7%	9,497.56	79.0%
Business Travel & Entertainment	9,000.00	6,100.00	47.5%	9,260.97	-2.8%
Administrative Meetings / Employee Relations	600.00	600.00	0.0%	550.04	9.1%
Telephone	3,000.00	3,000.00	0.0%	3,203.21	-6.3%
Telecommunications	36,960.00	32,700.00	13.0%	33,225.34	11.2%
Postage & Courier Services	240.00	300.00	-20.0%	112.32	113.7%
General Supplies & Materials	16,500.00	18,100.00	-8.8%	31,195.42	-47.1%
Office Supplies & Materials	3,700.00	4,100.00	-9.8%	4,709.27	-21.4%
District Vehicle Supplies & Materials	600.00	600.00	0.0%	478.96	25.3%
District Vehicle Fuel	9,600.00	10,500.00	-8.6%	6,912.99	38.9%
Office Equipment Repair & Maintenance	900.00	900.00	0.0%	1,009.35	-10.8%
General Repairs & Maintenance	1,500.00	1,800.00	-16.7%	563.88	166.0%
District Vehicle Repair & Maintenance	5,700.00	6,200.00	-8.1%	5,832.81	-2.3%
Other / Contract Services	6,700.00	5,000.00	34.0%	9,676.50	-30.8%
District Legal Counsel	-	-	0.0%	-	0.0%
Other Legal Services	-	-	0.0%	-	0.0%
Computer / LAN & IT	7,200.00	8,200.00	-12.2%	6,798.00	5.9%
<b>Total Police Department:</b>	<b>1,336,767.00</b>	<b>1,375,071.00</b>	<b>-2.8%</b>	<b>1,250,786.91</b>	<b>6.9%</b>
<b>ARFF / Fire Services</b>					
CalPERS Retirement	204,840.00	73,980.00	176.9%	73,956.00	177.0%
Retiree Health Insurance	9,120.00	8,892.00	2.6%	8,892.00	2.6%
GASB 45 / OPEB Expense	(3,746.00)	(3,467.00)	8.0%	(3,467.00)	8.0%
Telephone	525.00	1,800.00	-70.8%	584.64	-10.2%
Telecommunications	540.00	540.00	0.0%	468.48	15.3%
Office Equipment Repair & Maintenance	3,670.00	3,850.00	-4.7%	2,619.08	40.1%
General Repairs & Maintenance	7,000.00	10,000.00	-30.0%	3,465.32	102.0%
District Vehicle Repair & Maintenance	9,000.00	12,000.00	-25.0%	2,308.82	289.8%
Fire Services	1,697,880.00	1,650,000.00	2.9%	1,650,000.00	2.9%
Other / Contract Services	-	570.00	-100.0%	327.19	-100.0%
Utilities - Electricity	10,375.00	9,925.00	4.5%	10,120.69	2.5%
Utilities - Natural Gas	2,515.00	2,120.00	18.6%	1,726.65	45.7%
Utilities - Water	3,250.00	3,185.00	2.0%	2,788.37	16.6%
<b>Total ARFF / Fire Services:</b>	<b>1,944,969.00</b>	<b>1,773,395.00</b>	<b>9.7%</b>	<b>1,753,790.24</b>	<b>10.9%</b>



**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA, OPERATING BUDGET -- FISCAL  
YEAR 2017**

ADOPTED BY THE MPAD BOARD OF DIRECTORS BY RESOLUTION NO. 1665, JUNE 8, 2016

**Operating Plan -- Income Statement -- Fiscal Year 2017  
For the Twelve Periods Ending 06/30/2017**

**FINAL 06-08-2016**

	FY 2017 FULL YEAR PLAN	FY 2016 ORIGINAL FULL YEAR PLAN	INCREASE / (DECREASE) FOR FY 2017	FY 2016 PROJECTED FULL YEAR ACTUAL	INCREASE / (DECREASE) FOR FY 2017
<b>Board of Directors</b>					
Board Member Compensation	24,000.00	15,000.00	60.0%	15,700.00	52.9%
Employer SSI	1,488.00	933.00	59.5%	973.40	52.9%
Employer MC	348.00	224.00	55.4%	227.65	52.9%
Workers' Compensation Insurance	108.00	108.00	0.0%	106.50	1.4%
ADP Processing	800.00	710.00	12.7%	763.40	4.8%
Dues & Subscriptions	1,000.00	1,000.00	0.0%	750.00	33.3%
Seminars & Conferences	5,200.00	6,000.00	-13.3%	7,115.00	-26.9%
Other Meetings / Workshops	2,500.00	5,000.00	-50.0%	8,108.41	-69.2%
Business Travel & Entertainment	8,750.00	10,000.00	-12.5%	9,213.85	-5.0%
Board Member Election	105,000.00	-	100.0%	-	100.0%
Postage & Courier Services	910.00	900.00	1.1%	810.00	12.3%
Office Supplies & Materials	500.00	6,500.00	-92.3%	199.38	150.8%
Other / Contract Services	150.00	150.00	0.0%	140.58	6.7%
District Legal Counsel	72,000.00	72,000.00	0.0%	72,000.00	0.0%
Other Professional Services	-	-	0.0%	-	0.0%
<b>Total Board of Directors:</b>	<b>222,754.00</b>	<b>118,525.00</b>	<b>87.9%</b>	<b>116,108.17</b>	<b>91.9%</b>
<b>Total Operating Expenses:</b>	<b>8,026,773.00</b>	<b>7,885,955.00</b>	<b>1.8%</b>	<b>7,614,763.68</b>	<b>5.4%</b>
<b>Net Income From Operations:</b>	<b>573,336.00</b>	<b>499,040.00</b>	<b>14.9%</b>	<b>869,691.39</b>	<b>-34.1%</b>
<b>MUST BE AT LEAST:</b>	<b>479,900.00</b>				
	93,436.00				
<b>Other Income and Expense</b>					
Grants - FAA	2,356,087.00	21,218,324.00	-88.9%	16,755,544.00	-85.9%
Passenger Facility Charges	724,726.00	718,933.00	0.8%	718,650.94	0.8%
Passenger Facility Charges - Int Income	900.00	2,400.00	-62.5%	4,187.36	-78.5%
PFC - Unrealized Gain/Loss on Investmnts	-	-	0.0%	940.70	-100.0%
Interest Income - Banks	850.00	1,140.00	-25.4%	1,231.06	-31.0%
Interest Income - L.A.I.F.	670.00	250.00	168.0%	3,648.57	-81.6%
Interest Income - MPAD Investments	35,000.00	35,000.00	0.0%	35,006.52	0.0%
MPAD - Unrealized Gain/Loss on Investmnt	(2,150.00)	(2,150.00)	0.0%	4,387.90	-149.0%
Grants - OTHER	-	-	0.0%	15,575.00	-100.0%
Interest Expense - 2012 MPAD POB	(84,920.00)	(97,658.00)	-13.0%	(97,658.00)	-13.0%
Depreciation / Amortization Expense	(6,644,362.04)	(7,874,456.00)	-15.6%	(5,299,804.96)	25.4%
<b>Total Other Income and Expense:</b>	<b>(3,613,199.04)</b>	<b>14,001,783.00</b>	<b>-125.8%</b>	<b>12,141,709.09</b>	<b>-129.8%</b>
<b>Net Income / (Loss) / Net Change in Position:</b>	<b>(3,039,863.04)</b>	<b>14,500,823.00</b>	<b>-121.0%</b>	<b>13,011,400.48</b>	<b>-123.4%</b>

**MONTEREY PENINSULA AIRPORT DISTRICT -- FISCAL YEAR 2017 CAPITAL BUDGET**  
**FINAL**

PROJECT NUMBER	PROJECT DESCRIPTION	FY 2016 SPENT TO DATE	FY 2017 PLAN	FY 2018 - FY 2019 PLAN
<b>AIRPORT IMPROVEMENT PROJECTS (AIP) -- CO-FUNDED</b>				
<b>2012-01</b>	<b>RUNWAY SAFETY AREA -- CONSTRUCTION -- PHASE 1 -- Total Project: \$29,633,793</b>			
	<b>Expenditures</b>			
	Administration	\$1,871,539	\$0	
	Admin Support	\$98,047	\$0	
	Engineering Services	\$4,073,875	\$0	
	CEQA	\$808,573	\$0	
	Inspection Services	\$112,129	\$0	
	Construction	\$22,869,993	\$0	
	Contingency			
	<b>Project Cost</b>	<b>\$29,834,156</b>	<b>\$0</b>	<b>\$0</b>
	<b>Revenues</b>			
	FAA AIP -- 95% -- \$28,152,103	\$26,980,088	\$738,144	\$0
	PFC -- 5% -- \$1,481,690	\$2,045,495	\$70,429	\$0
	DISTRICT -- ?	\$808,573	(\$808,573)	\$0
	<b>Total Revenue</b>	<b>\$29,834,156</b>	<b>\$0</b>	<b>\$0</b>
<b>2013-02</b>	<b>AIRPORT MASTER PLAN WITH SUSTAINABILITY -- Total Project: \$1,125,300</b>			
	<b>Expenditures</b>			
	Administration	\$205,721	\$0	
	Admin Support	\$1,777	\$0	
	Engineering Services	\$862,262	\$0	
	CEQA	\$58,143	\$0	
	Inspection Services	\$30,360	\$0	
	Construction		\$0	
	Contingency			
	<b>Project Cost</b>	<b>\$1,158,263</b>	<b>\$0</b>	<b>\$0</b>
	<b>Revenues</b>			
	FAA AIP -- 90.66% -- \$982,229	\$935,546	\$0	\$0
	PFC -- 9.34% -- \$101,192	\$141,516	\$0	\$0
	DISTRICT -- CEQA -- \$41,880	\$81,201	\$0	\$0
	<b>Total Revenue</b>	<b>\$1,158,263</b>	<b>\$0</b>	<b>\$0</b>
<b>2014-01</b>	<b>RUNWAY SAFETY AREA -- CONSTRUCTION -- PHASE 2 -- Total Project: \$23,527,266</b>			
	<b>Expenditures</b>			
	Administration	\$123,720	\$0	
	Admin Support	\$77,810	\$0	
	Engineering Services	\$1,220,191	\$0	
	CEQA		\$0	
	Inspection Services	\$116,449	\$0	
	Construction	\$20,072,914	\$575,000	
	Contingency			
	<b>Project Cost</b>	<b>\$21,611,084</b>	<b>\$575,000</b>	<b>\$0</b>
	<b>Revenues</b>			
	FAA AIP -- 95% -- \$22,350,903	\$20,530,530	\$546,250	\$0
	PFC -- 5% -- \$1,176,363	\$1,080,554	\$28,750	\$0
	DISTRICT -- 0% -- \$0		\$0	\$0
	<b>Total Revenue</b>	<b>\$21,611,084</b>	<b>\$575,000</b>	<b>\$0</b>
<b>2015-03</b>	<b>INFIELD SAFETY AREA REHAB -- PART A -- Total Project: \$335,000</b>			
	<b>Expenditures</b>			
	Administration	\$2,392	\$8,608	\$0
	Admin Support		\$0	\$0
	Engineering Services	\$75,514	\$233,482	\$0
	CEQA		\$15,004	\$0
	Inspection Services		\$0	\$0
	Construction		\$0	\$0
	Contingency			
	<b>Project Cost</b>	<b>\$77,906</b>	<b>\$257,094</b>	<b>\$0</b>
	<b>Revenues</b>			
	FAA AIP -- 90.66% -- \$303,711	\$70,630	\$219,479	\$0
	PFC -- 9.34% -- \$31,289	\$3,239	\$22,611	\$0
	DISTRICT -- \$0	\$4,037	\$15,004	
	<b>Total Revenue</b>	<b>\$77,906</b>	<b>\$257,094</b>	<b>\$0</b>

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA, CAPITAL BUDGET -- FISCAL YEAR 2017**  
ADOPTED BY RESOLUTION 1665, JUNE 8, 2016

PROJECT NUMBER	PROJECT DESCRIPTION	FY 2016 SPENT TO DATE	FY 2017 PLAN	FY 2018 - FY 2019 PLAN
<b>2016-01</b>	<b>NEPA / CEQA -- PROPOSED SAFETY ENHANCEMENTS -- Total Project: \$2,511,836</b>			
	<b>Expenditures</b>			
	Administration		\$54,996	\$55,004
	Admin Support		\$0	
	Engineering Services	\$73,751	\$885,012	\$811,269
	CEQA	\$35,285	\$311,220	\$285,299
	Inspection Services		\$0	
	Construction		\$0	
	Contingency			
	<b>Project Cost</b>	<b>\$109,036</b>	<b>\$1,251,228</b>	<b>\$1,151,572</b>
	<b>Revenues</b>			
	FAA AIP -- 90.66% -- \$1,704,437	\$66,863	\$852,211	\$779,646
	PFC -- 9.34% -- \$175,595	\$6,888	\$87,797	\$86,627
	DISTRICT -- \$631,804	\$35,285	\$311,220	\$285,299
	<b>Total Revenue</b>	<b>\$109,036</b>	<b>\$1,251,228</b>	<b>\$1,151,572</b>
	<b>TOTAL FAA AIP PROJECT REVENUE</b>	<b>\$48,583,657</b>	<b>\$2,356,084</b>	<b>\$779,646</b>
	<b>TOTAL PFC PROJECT PORTION</b>	<b>\$3,277,692</b>	<b>\$209,587</b>	<b>\$86,627</b>
	<b>TOTAL DISTRICT PORTION</b>	<b>\$929,096</b>	<b>(\$482,349)</b>	<b>\$285,299</b>
	<b>TOTAL CO-FUNDED PROJECT EXPENDITURES</b>	<b>\$52,790,445</b>	<b>\$2,083,322</b>	<b>\$1,151,572</b>
	<b>DISTRICT-ONLY FUNDED PROJECTS: APPROVED PROJECTS</b>			
<b>2016-02</b>	<b>SOLAR PANEL ARRAY / ELECTRICITY PRODUCTION SYSTEM -- PHASE 1 -- Total Project: \$152,000</b>			
	<b>Expenditures</b>			
	Design Services		\$20,000	
	Construction Mgt		\$0	
	CEQA		\$132,000	
	Inspection Services		\$0	
	Construction		\$0	
	Contingency			
	<b>Project Cost</b>	<b>\$0</b>	<b>\$152,000</b>	<b>\$0</b>
	<b>TOTAL DISTRICT-ONLY FUNDED CAPITAL PROJECTS</b>	<b>\$0</b>	<b>\$152,000</b>	<b>\$0</b>
	<b>DISTRICT-ONLY FUNDED CAPITAL ACQUISITIONS</b>			
<b>2017-01</b>	<b>MOWER - Total Acquisition: \$20,000</b>			
	<b>Expenditures</b>			
	Consultation			
	Acquisition \$20,000 per estimate		\$20,000	
	<b>Project Cost</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$0</b>
<b>2017-02</b>	<b>PAINT MACHINE - PAVEMENT / LINE PAINTING SYSTEM - Total Acquisition: \$42,000</b>			
	<b>Expenditures</b>			
	Consultation			
	Acquisition \$42,000 per estimate		\$42,000	
	<b>Project Cost</b>	<b>\$0</b>	<b>\$42,000</b>	<b>\$0</b>
<b>2017-03</b>	<b>INSIDE TERMINAL REFRESH-- Total Acquisition / Installation: \$30,000</b>			
	<b>Expenditures</b>			
	Consultation			
	Acquisition \$30,000 per estimate		\$30,000	
	<b>Project Cost</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$0</b>
<b>2017-03</b>	<b>BAGGAGE BELT -- REPLACEMENT -- Total Acquisition / Installation: \$80,000</b>			
	<b>Expenditures</b>			
	Consultation			
	Acquisition \$80,000 per estimate		\$80,000	
	<b>Project Cost</b>	<b>\$0</b>	<b>\$80,000</b>	<b>\$0</b>
	<b>TOTAL DISTRICT-ONLY FUNDED CAPITAL ACQUISITIONS</b>	<b>\$0</b>	<b>\$172,000</b>	<b>\$0</b>

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA, CAPITAL BUDGET -- FISCAL YEAR 2017**  
 ADOPTED BY RESOLUTION 1665, JUNE 8, 2016

PROJECT NUMBER	PROJECT DESCRIPTION	FY 2016 SPENT TO DATE	FY 2017 PLAN	FY 2018 - FY 2019 PLAN
	<b>TOTAL DISTRICT-ONLY FUNDED CAPITAL ACQUISITIONS &amp; PROJECTS</b>	<b>\$929,096</b>	<b>(\$158,349)</b>	<b>\$285,299</b>
	<b>TOTAL FISCAL YEAR 2017 CAPITAL PLAN</b>	<b>\$53,719,541</b>	<b>\$2,407,322</b>	<b>\$1,436,871</b>

**AGENDA ITEM: G**  
**DATE:** June 8, 2016

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

**DEPARTMENT REPORTS**

**Jennifer Hickerson, Marketing & Public Relations Coordinator**  
[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 and Administration**  
[Financial Summary](#)

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

**TO:** Mike La Pier, Executive Director  
**FROM:** Jennifer Hickerson, Marketing & Public Relations Coordinator  
**DATE:** May 25, 2016  
**SUBJ:** Air Service Development Report

### **Marketing, Advertising & Promotions**

#### **Advertising:**

- **Billboard:** On Hwy 101, 2 miles north of Prunedale. The Alaska Airlines creative has been installed. I have requested that the trees surrounding the billboard be trimmed. They are working with the neighbors to remove some of the tall brush, replacing it with low growing shrubs for a permanent solution.



- **TV:** We ran commercials during Giants and Warrior games.
- **History Video:** The interviews for the history video are almost complete.
- **Carmel Chamber (Guide to Carmel):** The Carmel Chamber offered us a free ad in their "Guide to Carmel" this year to show their support.

#### **Air Carrier Update:**

- AS – SAN and LAX service continues once a day.
- G4 (Allegiant) – LAS service continues Thursdays and Sundays.
- AA – PHX service is four times a day, with CRJ900 equipment continuing to operate three of the turns.

- UA SFO – SFO service continues twice a day. The SFO RON continues with a CRJ-700. The LAX service increases to four flights a day except Saturday when the late afternoon will not operate.

### **Air Service Development**

- Mike will attend the ACI-NA Jump Start Conference in June.
- We are working with the MCCVB and Joseph Pickering to collect the zip code data from the hotels which we need for our airline presentations. Joseph will sign a non-disclosure agreement and collect and analyze the data provided.

### **Public Relations:**

- Social Media/Facebook: “Total Likes” continue to grow – **13,808** as of May 26<sup>th</sup>.
- California Rodeo Salinas: We will partner with the Rodeo again this year. We have scheduled the joint Chamber mixer for June 21<sup>st</sup> from 5-7 p.m. on the Observation Deck.
- California International Airshow Salinas: We are working with Bruce Adams to come up with a sponsorship trade that will enable us to promote our 75<sup>th</sup> Anniversary.
- Community Day: The committee met for the first time last week. Much progress was made and we have begun putting in requests for static displays and other attractions. Chief Hoyne will work on the security plan and we will meet monthly up until the month prior when we will begin weekly meetings.

### **Customer Service:**

- Customer Comment Cards: see May responses attached.

Date	Time	Pax	Airline	Flt #	Tone	Comments	Name	Address City & State
		Was						
4/29	12:00	A	US		N	Baggage took too long.		
5/5	12:52	D	UE		C	Please add Denver flights		
5/12	4:30	A	UE		N	Bagage took way too long.	E	
5/16	16:30	A	UE		P	Loved it.	A.B.	Carmel Valley
5/19	17:15	D	AA		P	I love Monterey Airport. Clan, courteous service. Alaska Airlines is the best.	J.N.	Carmel, CA
5/21	14:45	D	AE		P	Wonderful, great, courteous, knowledgeable staff.	C.M.	Burlington, WI



**TO:** Michael La Pier, Executive Director  
**FROM:** Operations Manager Griggs  
**DATE:** June 1, 2016  
**SUBJ:** Operations Report

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

1. Provided logistical and operational coordination involving a half-day film production inside the terminal for a HBO mini-series being filmed concurrently on the Monterey Peninsula.
2. The triennial Airport Emergency Drill was held on May 17<sup>th</sup>. Operations participated in the simulated response and unified command structure. Overall participation of this year's exercise was very well attended.
3. Performed the annual Storm Water Prevention Pollution Program leasehold inspection. Tenants with industrial activities are required to implement best management practices and remediate deficiencies to avoid pollutants from entering the storm drain systems. A few deficiencies were noted, however overall best management practices are being adhered to.
4. The May noise comment report is attached.
5. The Operating and Expense Reports for the Taxi Open-Entry and Uber ground transportation systems are attached.
6. The Commercial Flight Cancellations & Delay Report for May is attached.
7. Attached is the Commercial Flight Schedule for June 2016.
8. Below is the summary of scheduled airline activity for June 2016:

Alaska Air flown by Horizon

- Continuing to operate one daily departure to San Diego and Los Angeles
- Scheduled to operate a total of 120 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
- Scheduled to operate a total of 364 flights (Arrivals and Departures)

American Eagle flown by SkyWest/Mesa

- Service to PHX continues with four daily departures using CRJ900 aircraft three of the four flights
- Scheduled to operate a total of 240 flights (Arrivals and Departures)

Cumulatively speaking, the airlines have scheduled 54 more flights (742 vs. 676) as compared to last May. This is primarily due to the increased daily service to LAX flown by United, Alaska and to PHX flown by American Eagle.

# MRY AIRPORT NOISE COMMENT LOG

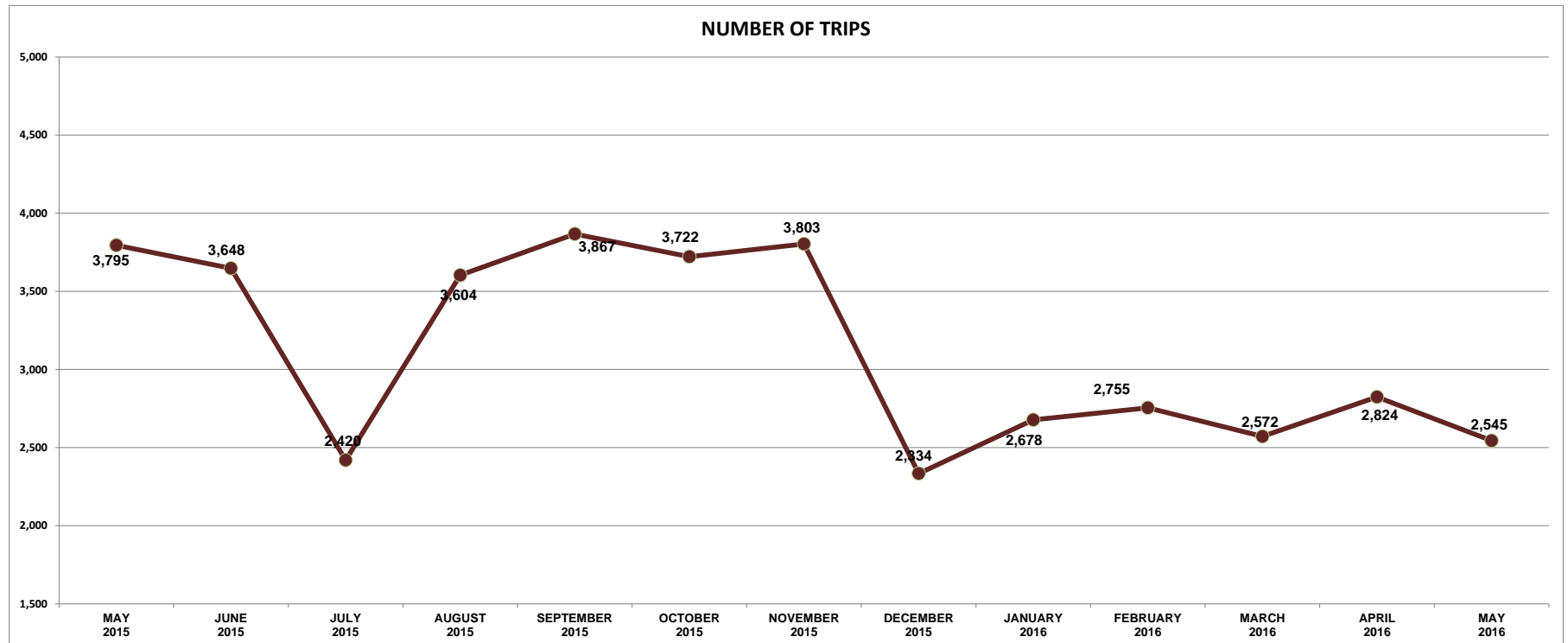
## MAY 2016

Name		Location (Address)	Incident Date	Incident Time	Aircraft ID	</> of Flight	Comments	By	Action Taken	Notes
AIR OPERATIONS CENTERED AT MONTEREY AIRPORT										
1	Barbara Lovero	Pasadera	5/2-5/13, 5/15-5/31	multiple	multiple	landing RWY 28L	Ongoing concerns regarding changes to RWY 28L RNAV approaches.	NG	Documented.	Ops has corresponded at length with complainant regarding this issue.
2	Bill McCrone	Pasadera	5/10/2016	6:24pm	unknown	landing RWY 28L	Ongoing concerns regarding changes to RWY 28L RNAV approaches, plus this operation was especially low.	NG	Unable to positively ID acft in question. Advised complainant of FAA process under way to restore 28L LOC procedure.	Ops has previously corresponded complainant regarding this issue.
3	Pete Di Maria	CONA	5/14/2016	12:15pm	multiple	northside pattern work and RWY 28 departures	small SE aircraft buzzing my house	KG	No unusual activities reported by ATCT.	Ops has corresponded at length with complainant regarding this issue.
4	Cris Staedler	Pasadera	5/15/2016	all day	multiple	landing RWY 28L	Planes low and slow over home all day. Please do something.	NG	Left VM advising 28L LOC procedure development underway.	Possibly combo of VFR/IFR traffic on this day. Ops has previously corresponded complainant regarding this issue.
5	Barbara Lovero	Pasadera	5/20/2016	1:00am	CRJ700	landing RWY 28L	There was a flight that went over our house at almost 1:00 in the morning which woke me up. Why are you having airport opened at that time? This is really getting out of hand.	NG	Left VM 5/20 advising that airport is never "closed" and occassional late arrivals or departures do occur.	
6	Leslie Rosenfeld	Skyline Forest	this year	multiple	multiple	overflying area	Has there been a change to flight paths? More planes flying over area.	NG	Advised complainant that known recent issue of repeated vectors over area by MRY ATCT has been resolved but occassional overflights will still occur for various reasons.	Complainant understood and appreciated explanation. Also advised that OPS continues to monitor volume of these operations.
7	Linda Cheatham	Carmel Valley	5/28/2016	8:15pm	Alaska Q400	overflying area	Noisy Alaska plane flew at altitude of 14,081 feet above my house	KG	Referred her to FAA Noise Ombudsman as the District is unable to take any action.	
8										
9										
10										
11										
12										
0	**NONE**									
AIR OPERATIONS OF UNKNOWN ORIGIN										
0	**NONE**									
MONTHLY TOTALS and COMPARISONS										

	<b>May-16</b>	<b>May-15</b>	% Change
Number of Complaints:	7	11	-36%
Number of Operations:	7,976	5,480	46%
			% Change
Annual Total	51	25	104%

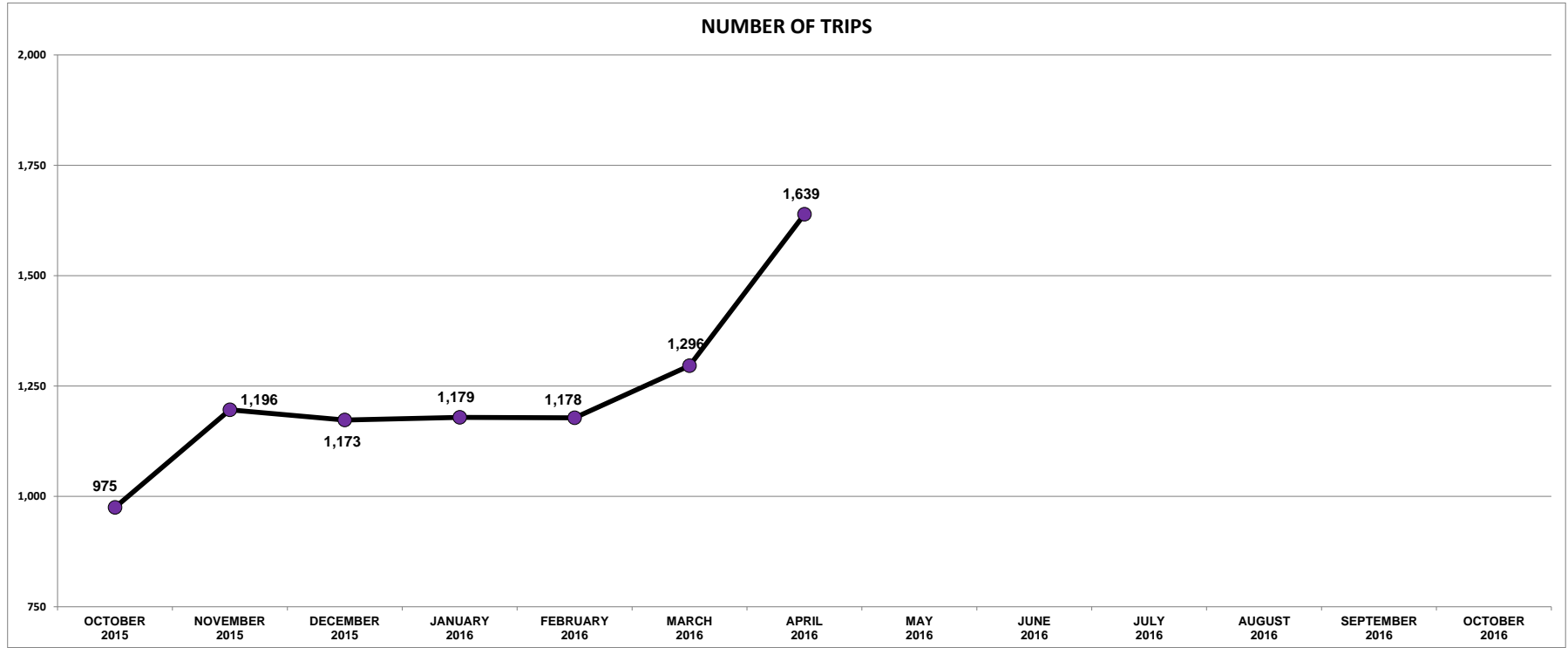
<b>Other Airport</b>	<b>UNKNOWN ORIGINS</b>
0	0
0	0

13-MONTH ROLLING COMPARISON





























	2015 MAY	2015 JUNE	2015 JULY	2015 AUGUST	2015 SEPTEMBER	2015 OCTOBER	2015 NOVEMBER	2015 DECEMBER	2016 JANUARY	2016 FEBRUARY	2016 MARCH	2016 APRIL	2016 MAY
NUMBER OF TRIPS	3,795	3,648	2,420	3,604	3,867	3,722	3,803	2,334	2,678	2,755	2,572	2,824	2,545
NUMBER OF CABS	128	128	129	101	105	111	115	115	115	115	116	116	116
TAXI TRIP FEES	\$ 10,944	\$ 7,260	\$ 10,812	\$ 11,601	\$ 11,166	\$ 11,409	\$ 7,002	\$ 8,034	\$ 8,265	\$ 7,716	\$ 8,202	\$ 8,472	\$ 7,635
TAXI MEDALLION FEES¹	\$ 2,208	\$ 2,271	\$ 2,104	\$ 3,104	\$ 3,604	\$ 2,917	\$ 2,104	\$ 2,104	\$ 2,104	\$ 2,354	\$ 2,354	\$ 2,104	\$ 2,104
TAXI - TOTAL REVENUE	\$ 13,152	\$ 9,531	\$ 12,916	\$ 14,705	\$ 14,770	\$ 14,326	\$ 9,106	\$ 10,138	\$ 10,369	\$ 10,070	\$ 10,556	\$ 10,576	\$ 9,739
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	\$ 2,175	\$ 2,175	\$ 2,175
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	\$ 13,072	\$ 13,072	\$ 13,072
OPERATING INCOME / (LOSS)	\$ 80	\$ (3,541)	\$ (156)	\$ 1,633	\$ 1,698	\$ 1,254	\$ (3,966)	\$ (2,934)	\$ (2,703)	\$ (3,002)	\$ (2,516)	\$ (2,496)	\$ (3,333)
FYTD 2016 (July 2015 - April 2016) OPERATING INCOME / (LOSS)													\$ (16,364)
CUMULATIVE (13-MONTH) OPERATING INCOME / (LOSS)													\$ (19,981)

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						
NUMBER OF TNCs	1	1	1	1	1	1	1						
TNC TRIP FEES	\$ 2,925	\$ 3,588	\$ 3,519	\$ 3,537	\$ 3,534	\$ 3,888	\$ 4,917						
TNC PERMITS	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
TNC - TOTAL REVENUE	\$ 3,925	\$ 3,588	\$ 3,519	\$ 3,537	\$ 3,534	\$ 3,888	\$ 4,917	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

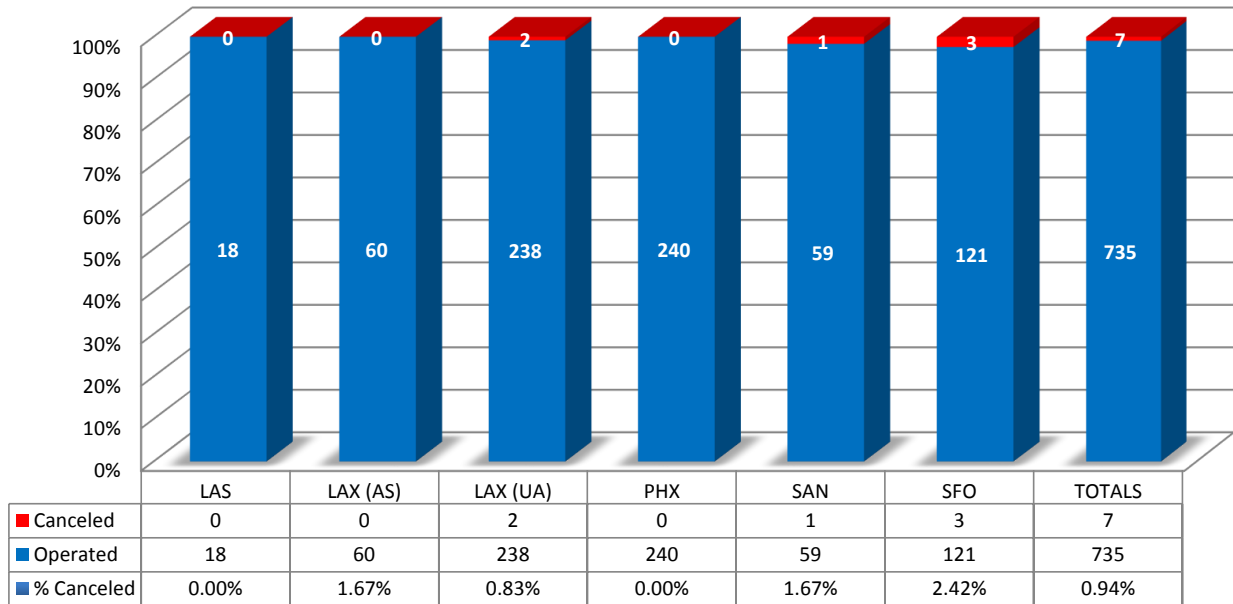
## Monterey Regional Airport June 2016 Flight Schedule

	ARRIVALS					DEPARTURES					
	FROM	AIRLINE	FLIGHT	TIME	SCHD	TO	AIRLINE	FLIGHT	TIME	SCHD	
Q400 (76)	LAX		2604	10:20 AM	DAILY	SFO		5316	6:00 AM	DAILY	CRJ700 (66)
CRJ200 (50)	LAX		5018	10:30 AM	DAILY	PHX		5696	6:10 AM	DAILY	CRJ900 (76)
CRJ900 (76)	PHX		5896	11:50 AM	DAILY	LAX		5018/5052	6:30 AM	DAILY	CRJ200 (50)
CRJ200 (50)	LAX		5166	2:15 PM	DAILY	SAN		2437	10:55 AM	DAILY	Q400 (76)
MD80 (166)	LAS		540	3:10 PM	TH & SU	LAX		5053	11:00 AM	DAILY	CRJ200 (50)
CRJ900 (76)	PHX		5699	3:35 PM	DAILY	PHX		5694	12:25 PM	DAILY	CRJ900 (76)
CRJ200 (50)	SFO		5538	4:30 PM 5:00 PM	JUNE 1-8 JUNE 9-30	LAX		5020/5139	2:45 PM	DAILY	CRJ200 (50)
CRJ200 (50)	LAX		5037	4:45 PM 5:40 PM	JUNE 1-8 JUNE 9-30 EXC SA	LAS		541	3:55 PM	TH & SU	MD80 (166)
Q400 (76)	SAN		2436	5:28 PM 6:00 PM	JUNE 1-4 JUNE 5-30	PHX		5658	4:10 PM	DAILY	CRJ900 (76)
CRJ200 (50)	PHX		2996	6:40 PM	DAILY	SFO		5984	5:00 PM 5:30 PM	JUNE 1-8 JUNE 9-30	CRJ200 (50)
CRJ900 (76)	PHX		5695	9:58 PM	DAILY	LAX		5054	5:20 PM 6:10 PM	JUNE 1-8 JUNE 9-30 EXC SA	CRJ200 (50)
CRJ200 (50)	LAX		5021	10:27 PM 10:15 PM	JUNE 1-8 JUNE 9-30	LAX		2603	6:00 PM 6:35 PM	JUNE 1-4 JUNE 5-30	Q400 (76)
CRJ700 (66)	SFO		5850	11:51 PM	DAILY	PHX		2996	7:10 PM	DAILY	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.

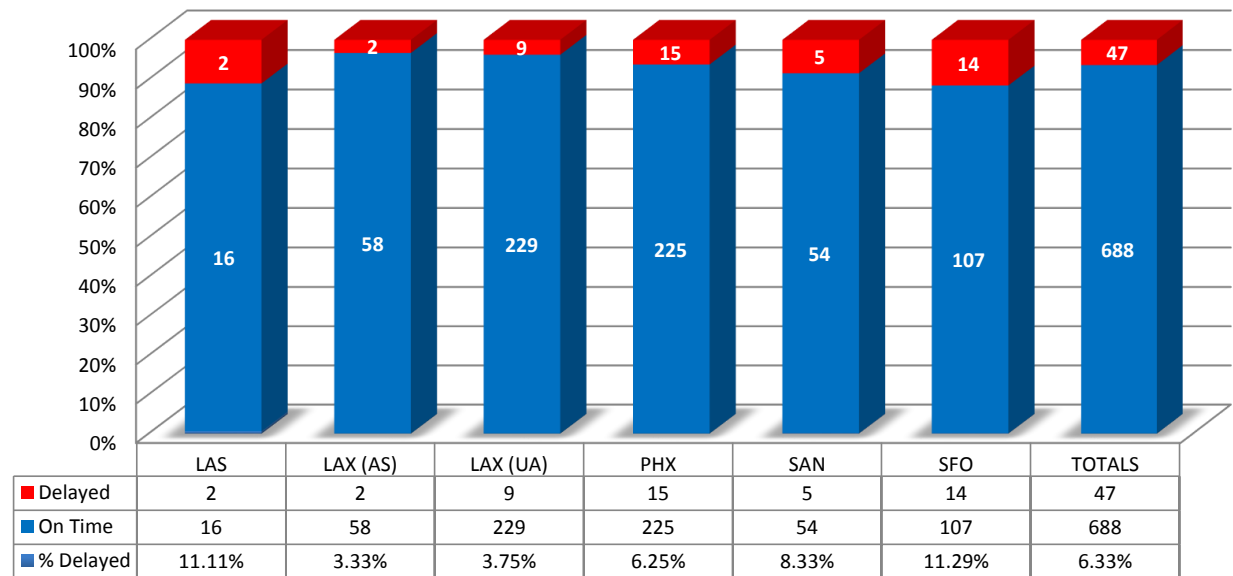
# MAY 2015

## May Commercial Flights Operated vs. Canceled



**TOTAL CANCELLATIONS: 7**

## May Commercial Flights On Time vs. Delayed



**TOTAL DELAYED FLIGHTS: 47**

**AGENDA ITEM: G**  
**DATE: June 8, 2016**

**TO:** Mike La Pier, Executive Director  
**FROM:** Police Chief Jeff Hoyne  
**DATE:** May 27, 2016  
**SUBJECT:** Police Activity Report for May 2016

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

### **Highlights**

- MRY PD responded to **203 door and gate alarms** through May 26.
- Officers worked a total of **12 hours of overtime** in May.
- The department upgraded all expired bulletproof vests in May. Through federal grants, the department was reimbursed \$3,037.88, 50% of the total cost of the vests.
- The department participated in the triennial exercise hosted by Monterey Fire.
- MRY PD officers responded to one outside agency assist in May which consisted of the following:
  - 5/8 @ 1130 hrs. Responded to Hwy 218 with Del Rey Oaks PD for a report of a male running in and out of traffic. Subject detained by Seaside PD and placed in 5150 Hold by DRO PD.

### **Training**

- Sergeant Porter attended Officer Involved Shooting Investigation course.
- All officers completed Law Enforcement Response to Terrorism training.
- All officers reviewed SART protocol.

### **Calls for Service**

1. 5/8 @ 1524 hrs. Subject fell in the west holding room bathroom. Monterey Fire and American Medical Response responded. Subject refused assistance.
2. 5/9 @ 1100 hrs. Report of child locked in vehicle. Fire responded and gained entry to vehicle.
3. 5/12 @ 0610 hrs. Dispatched to a possible elder abuse at TSA checkpoint. Investigation reveals event unfounded.
4. 5/13 @ 1000 hrs. Dispatched to outside Gate 4 ramp for a seizure victim. Aviation Port Services worker transported to CHOMP by AMR.
5. 5/14 @ 0940 hrs. Dispatched to Brightstar Auto Body regarding a civil problem. Met with subject at the terminal and gave advice on how to proceed with situation.



6. 5/15 @ 2033 hrs. An intoxicated subject was contacted while walking to their vehicle. After being contacted he was convinced to take a cab home.
7. 5/22 @ 1150 hrs. Two pilots walked onto the SIDA area and were contacted by TSA. The two walked to the Gate 5 area from Aerodynamic Aviation attempting to locate a restaurant. Both subjects were clear of wants and escorted back to Aerodynamic with a warning.
8. 5/22 @ 1600 hrs. Dispatched to Gate 2 regarding a subject too intoxicated to board the Phoenix flight. Subject was issued a ticket for the next flight to Phoenix.
9. 5/25 @ 1004 hrs. Officers dispatched to a restraining order violation at the snack bar.



# MONTEREY FIRE DEPARTMENT

## Report to Airport Board of Directors

May 2016

### 1. Incident Responses

Engine assigned to Fire Station 6 (Airport) responded to a total of 20 incidents during the month as follows (see attached for breakdown of types of incidents):

- MPAD property – 6
- City of Monterey – 20
- Auto / Mutual Aid – 0

### 2. Training

Personnel completed a total of 68.5 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

- The triennial drill took place on May 17, 2016, and was successful. We had over 50 volunteer victims that were treated and transported to the hospital by a team of responders from Monterey, Seaside, Monterey County Regional Fire, CAL Fire, Salinas, Carmel Fire Ambulance, Marina, North Monterey County Fire, Presidio of Monterey Fire, Calstar, Life Flight, CHP, Monterey County Communications, Monterey County Office of Emergency Services, Monterey Salinas Transit, and American Medical Response.
- The contract for the use of the ARFF vehicle that is owned by the City of Salinas as a back-up unit for when Crash 6456 is unavailable for maintenance and servicing is with the City of Salinas awaiting signatures and should be in effect by July 1.
- The contract to partner with the Monterey County Sheriff's Office on the support for Command 6490 where they will provide upgrades to the on-board electronics and technology in exchange for being able to use it at their incidents has been signed and they have begun to make the improvements to the equipment on the vehicle.

# Monterey Fire Department

## Incident Type Report (Summary)

Alarm Date Between {05/01/2016} And  
{05/31/2016} and Station = "6"

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
321 EMS call, excluding vehicle accident with injury	16	61.54%	\$0	0.00%
322 Motor vehicle accident with injuries	1	3.85%	\$0	0.00%
331 Lock-in (if lock out , use 511 )	1	3.85%	\$0	0.00%
	<u>18</u>	<u>69.23%</u>	<u>\$0</u>	<u>0.00%</u>
<b>4 Hazardous Condition (No Fire)</b>				
413 Oil or other combustible liquid spill	1	3.85%	\$0	0.00%
442 Overheated motor	1	3.85%	\$0	0.00%
	<u>2</u>	<u>7.69%</u>	<u>\$0</u>	<u>0.00%</u>
<b>5 Service Call</b>				
552 Police matter	1	3.85%	\$0	0.00%
	<u>1</u>	<u>3.85%</u>	<u>\$0</u>	<u>0.00%</u>
<b>6 Good Intent Call</b>				
6111 Medical Call No Aid Given	1	3.85%	\$0	0.00%
	<u>1</u>	<u>3.85%</u>	<u>\$0</u>	<u>0.00%</u>
<b>7 False Alarm &amp; False Call</b>				
730 System malfunction, Other	1	3.85%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	3.85%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	2	7.69%	\$0	0.00%
	<u>4</u>	<u>15.38%</u>	<u>\$0</u>	<u>0.00%</u>
<b>Total Incident Count: 26</b>				
<b>Total Est Loss:</b>			<b>\$0</b>	

**AGENDA ITEM: G**  
**DATE:** June 8, 2016

**TO:** Michael La Pier, Executive Director, Monterey Peninsula Airport District  
**FROM:** Tim Bergholz, Deputy Executive Director Finance and Administration  
**SUBJ:** Financial Summary for April & Fiscal Year 2016

**BACKGROUND.** The Financial Summary for April 2016 (the tenth period of Fiscal Year 2016) 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.** In April, operating revenues were above plan by \$39.2K (5%) 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.

In April, general aviation operating revenues were 8.9% higher than March 2016, 8.2% lower than February 2016. FYTD general aviation revenues are \$18K higher than budget. Most of the improvement is from landing fees (\$40.5K) which is offsetting lower than budget fuel flowage fees (-23.5K).

Combined TCP permits, taxi permits & TNC trip fees, terminal concessions, rental car and parking concessions were generally on plan for April and FYTD 2016.

In April, there were eleven (11) cancelled commercial flights which is an improvement over the sixteen (16) cancelled flights in March. This improvement in cancellations and an increase in American Airlines commercial flights aircraft size continued to improve commercial aeronautical fees to be above plan for April.

Fiscal year-to-date operating revenue is \$110.5K (or 2%) above plan for April 30, 2016. The favorable revenue variance is due to improved rental car concessions, terminal concessions, GA landing fees and one-time insurance reimbursement.

OPERATING REVENUE							
APRIL 2016 ACTUAL	APRIL 2016 PLAN	VARIANCE		FYTD 2016 ACTUAL	FYTD 2016 PLAN	VARIANCE	
		\$	%			\$	%
\$ 784,948	\$ 745,683	\$ 39,265	5%	\$ 7,155,951	\$ 7,045,382	\$ 110,569	2%

April operating expenses are below plan by \$29.6 (-5%). Reductions in planned labor expenses and constrained spending by management were responsible for the favorable variance. FYTD operating expense are below plan by -5% or \$325.5K; some of this favorable variance may erode as the fiscal year progresses.

OPERATING EXPENSE							
APRIL 2016 ACTUAL	APRIL 2016 PLAN	VARIANCE		FYTD 2016 ACTUAL	FYTD 2016 PLAN	VARIANCE	
		\$	%			\$	%
\$ 656,667	\$ 627,043	\$ (29,624)	5%	\$ 6,353,191	\$ 6,678,738	\$ 325,547	-5%

Net income for April is 8% (\$9.4K) above plan and April FYTD net income is 138% (\$466.1K) above plan. April and FYTD operating revenues are above plan and expense are below plan which is contributing to the favorable variance.

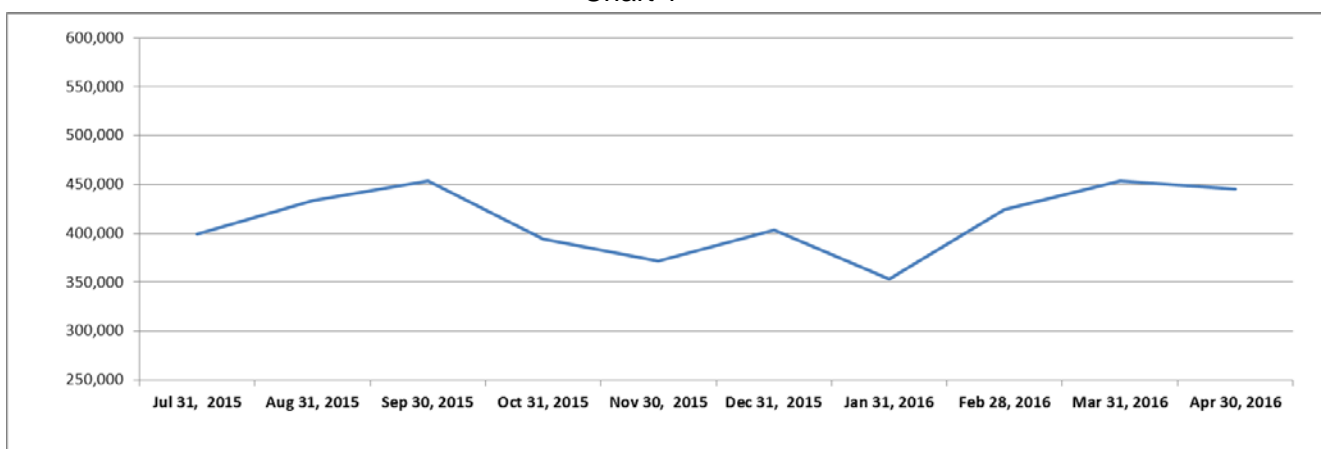
OPERATING INCOME / (LOSS)							
APRIL 2016 ACTUAL	APRIL 2016 PLAN	VARIANCE		FYTD 2016 ACTUAL	FYTD 2016 PLAN	VARIANCE	
		\$	%			\$	%
\$ 128,281	\$ 118,640	\$ 9,641	8%	\$ 802,760	\$ 336,644	\$ 466,116	138%

The April net operating cash position for April is a positive \$65K; FYTD net change was a positive \$1,248K. Nearly \$1million of the unrestricted cash improvement is a FAA reimbursement and has been moved into the District's investments. The remaining \$248K unrestricted cash improvement is from improved revenues and expense management.

**ACCOUNTS RECEIVABLE.** The accounts receivable balance on April 30, 2016, is \$445.5K. This balance is 1.8% lower than the balance on March 31, 2016 and 13.3% lower than the balance on June 30, 2015.

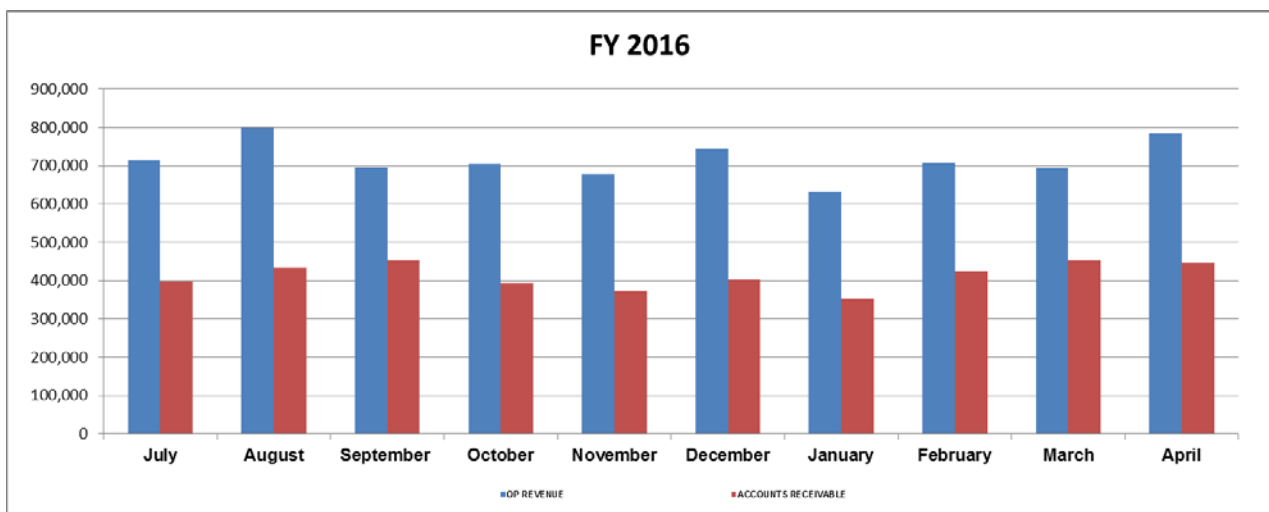
Of the accounts receivable balance, \$16,620 or 3.7% was over 60 days old. Chart 1 below depicts the accounts receivable balances by month for FY 2016.

Chart 1



Under normal circumstances, the balance of accounts receivable at month-end will align with the dynamic (variable) operating revenue in that month, such as landing fees, fuel flowage fees, concession-based revenues, passenger facility charges (PFC). Typically, accounts receivable balances will span a range from \$350,000 to \$550,000, depending on the District's business cycle. We have a cyclic high in August; a cyclic low in January. Compared to March, April's operating revenue increased 12.9%; compared to February, March's operating revenue decreased 1.8%. Chart 2 graphically presents the monthly comparison of operating revenues to accounts receivable.

**Chart 2**



**UNRESTRICTED CASH AND INVESTMENTS.** The unrestricted cash and investments balance on April 30, 2016 is \$3,491,574 and the unrestricted cash and investments balance on March 31, 2016 is \$3,426,573.

Chart 3 graphically presents the monthly balances of investments.

**Chart 3**

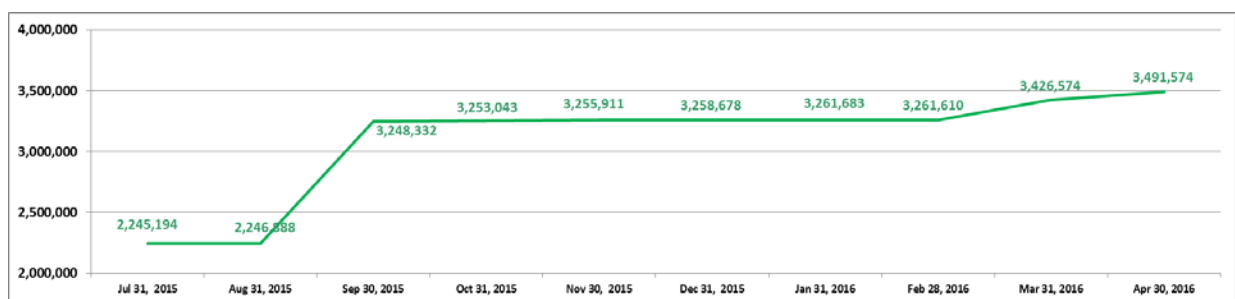
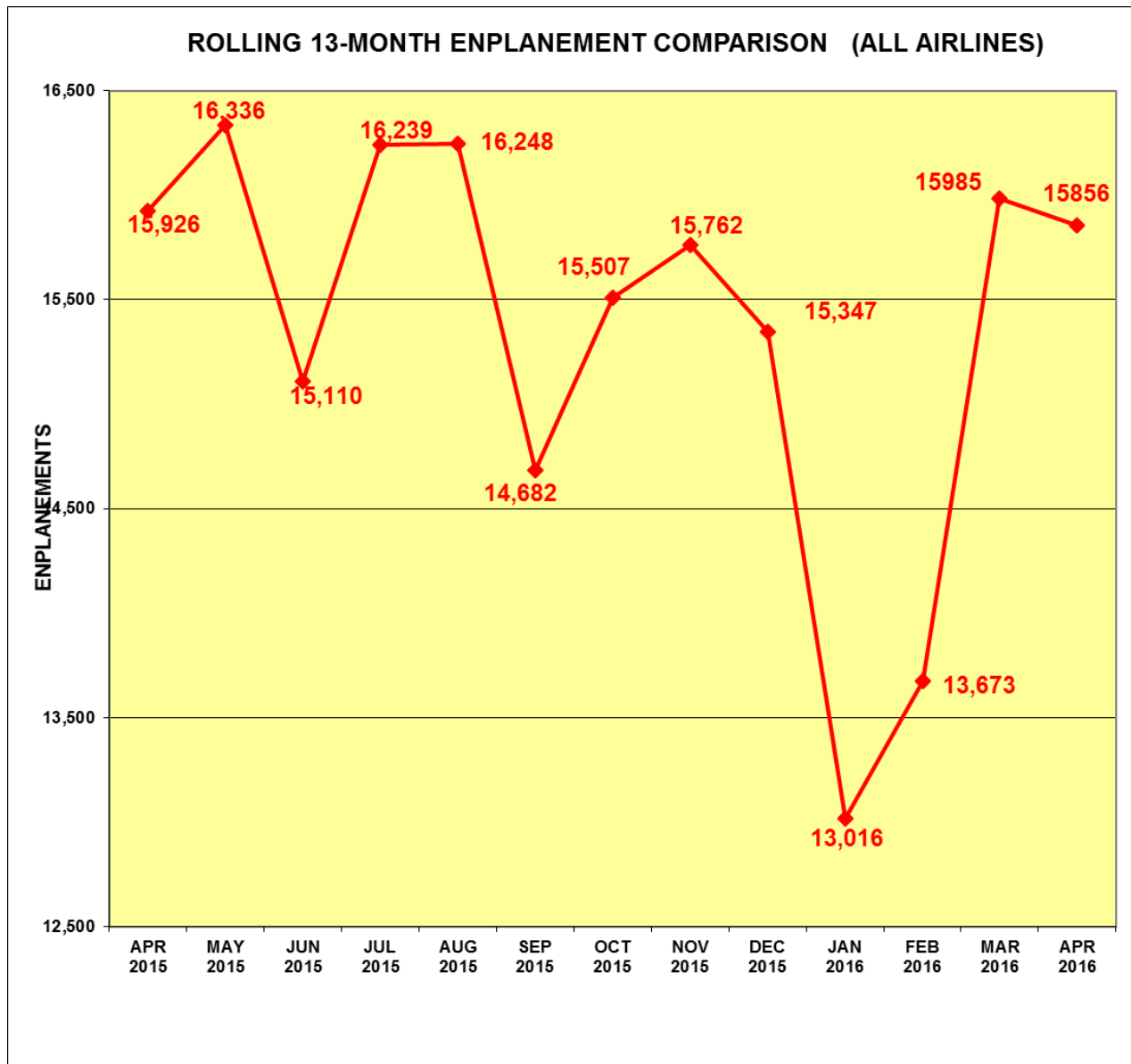
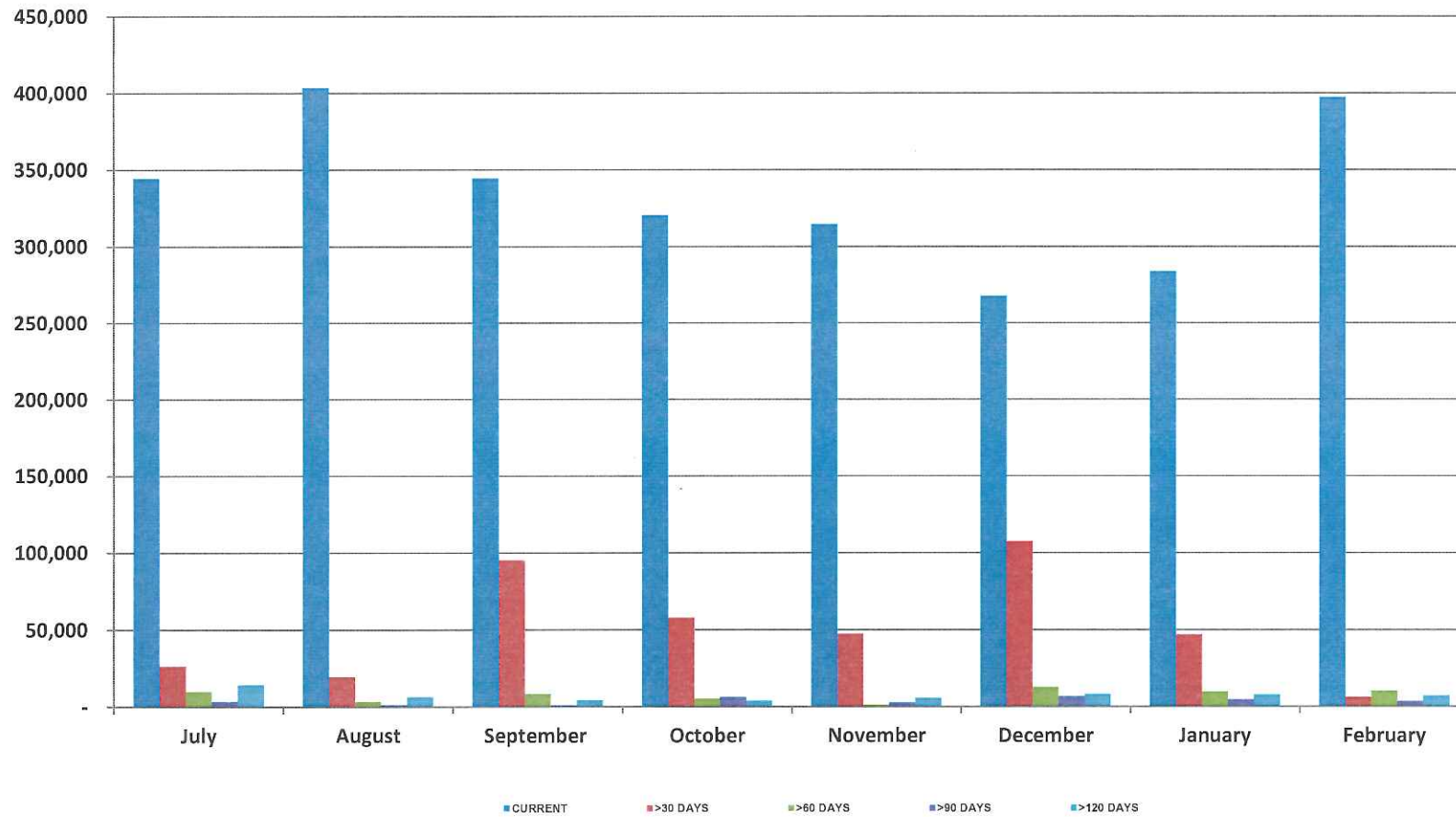


Chart 4 presents a rolling 13-month display of total enplanements which mimics the business cycle of the District. When compared to March 2016, April 2016 enplanements increased 5.0%. When compared to February 2015, February 2016 enplanements increased 5.1%.

**Chart 4**

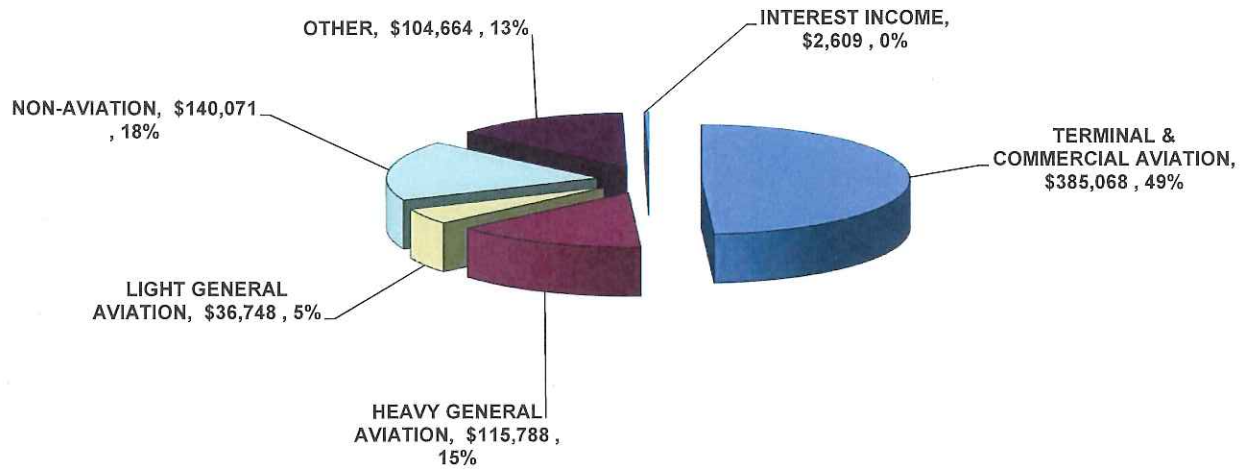


## FY 2016 -- A/R AGING



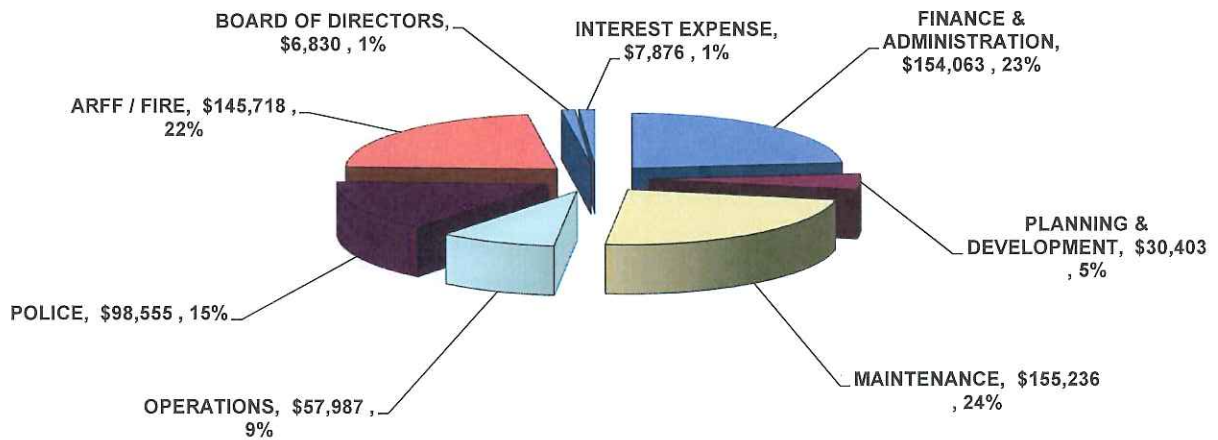


## APRIL 2016 OPERATING REVENUE



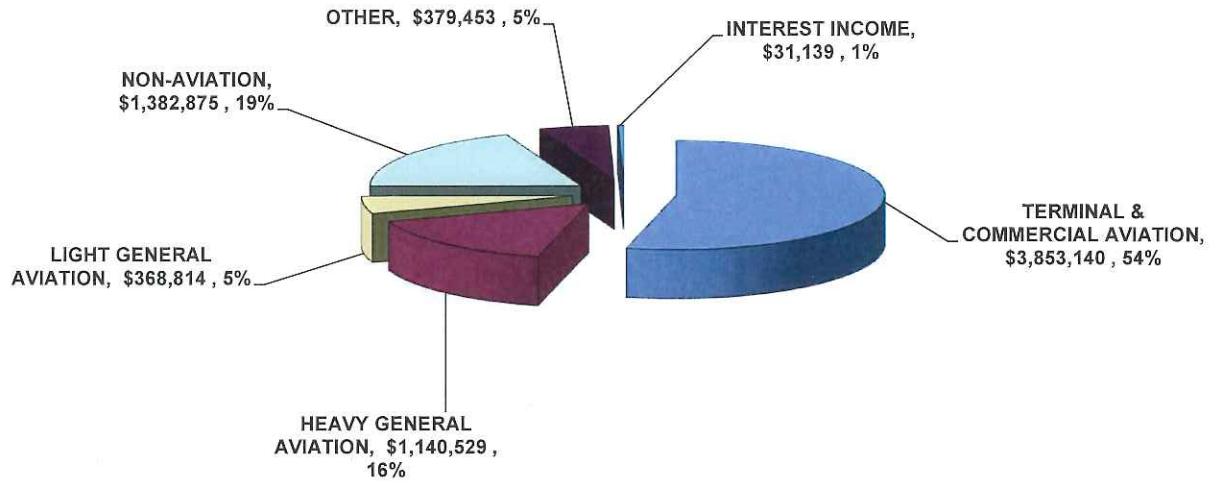
TOTAL OPERATING REVENUE: \$784,984

## APRIL 2016 OPERATING EXPENSE



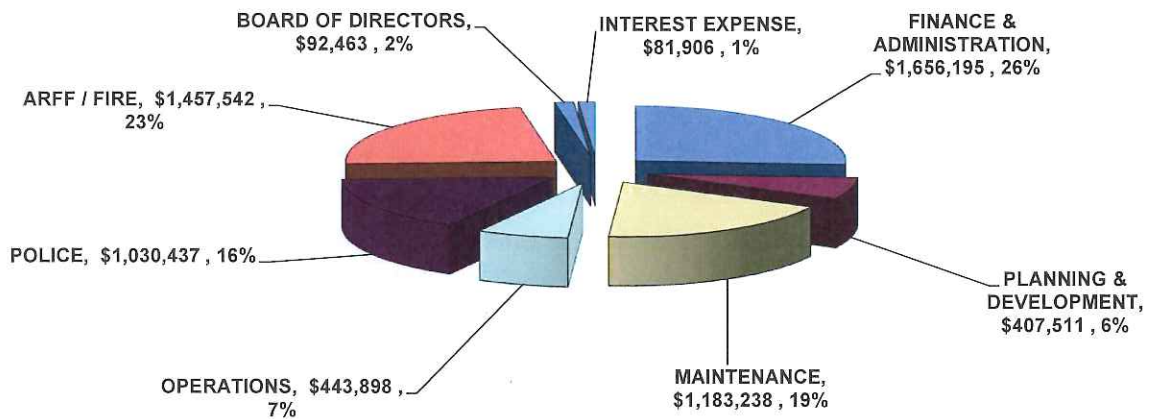
TOTAL OPERATING EXPENSE: \$656,667

## FY 2016 (July 15 - Apr 16) YTD OPERATING REVENUE



TOTAL OPERATING REVENUE: \$7,155,951

## FY 2016 (July 15 - Apr 16) YTD OPERATING EXPENSE



TOTAL OPERATING EXPENSE: \$6,353,191

# AIRPORT DISTRICT OPERATING AND FINANCIAL PERFORMANCE SUMMARY

April 30, 2016

OPERATING STATISTICS	APRIL 16			APRIL 15	YTD FY 16			YTD FY 15
<b>AIRPORT ACTIVITY</b>								
Air Carrier Landings <sup>1</sup>	324	336	-4%	340	3,220	3,534	-9%	4,588
Passengers (emp/dep)	32,028			31,900	304,023			331,363
Total Cargo (in pounds)	90,159			87,970	900,955			919,945
<b>AIRCRAFT OPERATIONS</b>								
Commercial	1,355			999	12,220			12,288
General Aviation	5,673			3,675	44,903			28,374
Military	426			301	3,750			1,901
<b>TOTAL AIRCRAFT OPERATIONS</b>	<b>7,454</b>			<b>4,975</b>	<b>60,873</b>			<b>42,563</b>
<b>VEHICLE EXIT COUNT</b>								
Upper Short Term (1) Lot	2,037			1,966	21,115			19,762
Long Term (2) Lot	2,314			2,622	20,953			20,347
Lower Short Term (3) Lot	5,894			6,173	63,411			73,328
<b>TOTAL VEHICLE EXIT COUNT</b>	<b>10,245</b>			<b>10,761</b>	<b>105,479</b>			<b>113,437</b>

<sup>1</sup> Cancelled Flights: April = 11 (2 - Alaska / 0 - Allegiant / 3 - American / 6 - United); FYTD = 201 (16 - Alaska / 0 - Allegiant / 51 - American / 145 - United)

FINANCIAL INFORMATION	APRIL 16 ACTUAL	APRIL 16 BUDGET	%	APRIL 15 ACTUAL	YTD FY 16 ACTUAL	YTD FY 16 BUDGET	%	YTD FY 15 ACTUAL
<b>OPERATING REVENUE</b>								
<b>TERMINAL</b>								
CA Landing, Apron & RON Fees	63,420	56,399	12%	59,225	587,273	599,425	-2%	517,358
Rents	140,317	140,393	0%	144,453	1,411,756	1,408,084	0%	1,275,345
TCP Operator Permits	633	735	-14%	850	7,193	7,645	-6%	7,010
Taxi Operator Permits & Trip Fees	10,576	13,885	-24%	13,718	117,549	131,832	-11%	121,068
TNC Permits & Trip Fees	4,917	-	100%	-	26,908	-	100%	-
Concessions	10,493	10,445	0%	10,442	137,605	127,697	8%	117,360
Rental Car	82,235	86,894	-5%	86,591	908,192	892,970	2%	803,854
Parking	72,476	69,991	4%	69,323	656,665	685,355	-4%	607,200
<b>HEAVY GENERAL AVIATION</b>								
GA Landing Fees	31,040	24,434	27%	24,313	305,843	265,313	15%	240,568
FBO Rent	56,252	56,251	0%	54,925	562,520	562,510	0%	494,325
Fuel Fees	28,497	23,531	21%	20,578	272,166	295,484	-8%	236,655
<b>LIGHT GENERAL AVIATION</b>	36,748	36,713	0%	35,474	368,814	368,030	0%	325,284
<b>NON AVIATION</b>	140,071	138,370	1%	134,949	1,382,875	1,344,526	3%	1,223,713
<b>OTHER OPERATING REVENUE</b>	104,664	84,747	24%	80,766	379,453	326,081	16%	236,315
<b>INTEREST INCOME</b>	2,609	2,895	-10%	2,699	31,139	30,430	2%	28,481
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 784,948</b>	<b>\$ 745,683</b>	<b>5%</b>	<b>\$ 738,306</b>	<b>\$ 7,155,951</b>	<b>\$ 7,045,382</b>	<b>2%</b>	<b>\$ 6,234,538</b>
<b>OPERATING EXPENSE</b>								
Finance & Administration	154,063	155,267	-1%	155,115	1,656,195	1,746,229	-5%	1,543,874
Planning & Development	30,403	40,771	-25%	35,252	407,511	443,072	-8%	278,690
Maintenance & Custodial Services	155,236	111,418	39%	93,425	1,183,238	1,211,630	-2%	990,611
Airport Operations	57,987	43,214	34%	45,858	443,898	472,946	-6%	366,918
Police Department	98,555	109,421	-10%	79,130	1,030,437	1,143,957	-10%	919,151
ARFF /Fire Services	145,718	151,306	-4%	151,000	1,457,542	1,481,887	-2%	1,320,847
Board of Directors	6,830	7,770	-12%	8,330	92,463	97,411	-5%	161,136
Interest Expense	7,876	7,876	0%	8,906	81,906	81,606	0%	83,149
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 656,667</b>	<b>\$ 627,043</b>	<b>5%</b>	<b>\$ 577,017</b>	<b>\$ 6,353,191</b>	<b>\$ 6,678,738</b>	<b>-5%</b>	<b>\$ 5,664,376</b>
<b>OPERATING INCOME / (LOSS)</b>	<b>\$ 128,281</b>	<b>\$ 118,640</b>	<b>8%</b>	<b>\$ 161,289</b>	<b>\$ 802,760</b>	<b>\$ 366,644</b>	<b>119%</b>	<b>\$ 570,161</b>
<b>DISTRICT CAPITAL EXPENDITURES</b>	<b>\$ 20,904</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 263,936</b>	<b>\$ (789,098)</b>	<b>\$ 221,500</b>	<b>-456.3%</b>	<b>\$ 1,131,424</b>
<b>DEBT SERVICE - PRINCIPAL ONLY</b>	<b>\$ 23,833</b>			<b>\$ 23,000</b>	<b>\$ 190,667</b>			<b>\$ 182,000</b>

**MONTEREY PENINSULA AIRPORT DISTRICT**

	<b>FY 2016 APRIL 2016 ACTUAL</b>	<b>FY 2016 YEAR-TO-DATE ACTUAL</b>
<b>SOURCES AND USES OF CASH -- OPERATIONS</b>		
<b>SOURCES OF CASH</b>		
CASH RECEIVED - OPERATING REVENUE	\$ 782,339	\$ 7,124,812
CASH RECEIVED - INTEREST INCOME	2,609	31,139
CASH RECEIVED	<u>\$ 784,948</u>	<u>\$ 7,155,951</u>
<b>USES OF CASH -- OPERATIONS</b>		
CASH DISBURSED - OPERATING EXPENSE <sup>1</sup>	\$ 648,608	\$ 6,269,455
CASH DISBURSED - DEBT SERVICE (BOND INTEREST EXPENSE) <sup>2</sup>	7,876	81,906
CASH DISBURSED - DEBT SERVICE (PRINCIPAL REDUCTION) <sup>2</sup>	23,833	214,500
CASH DISBURSED	<u>\$ 680,318</u>	<u>\$ 6,565,861</u>
<b>CHANGE IN CASH POSITION FROM OPERATIONS &amp; DEBT SERVICE</b>	<u>\$ 104,630</u>	<u>\$ 590,090</u>
<b>USES OF CASH -- CAPITAL PROGRAM</b>		
CASH DISBURSED - DISTRICT CAPITAL PROJECTS <sup>3</sup>	\$ 20,904	\$ (789,098)
CASH DISBURSED	<u>\$ 20,904</u>	<u>\$ (789,098)</u>
<b>CHANGE IN CASH POSITION FROM CAPITAL PROGRAM</b>	<u>\$ (20,904)</u>	<u>\$ 789,098</u>
<b>CHANGE IN CASH POSITION FROM OPERATIONS, CAPITAL &amp; DEBT SERVICE</b>	<u>\$ 83,727</u>	<u>\$ 1,379,188</u>

<sup>1</sup>Net of non-cash operating expense (OPEB)

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

<sup>3</sup>District-funded capital plan for FY16



**Monterey Peninsula Airport District**  
**Airport Capital Improvements / Capital Expenditures**  
**April 30, 2016**

**Airport Improvement Programs**

	Actual FY 2016 Current Period		Prior Fiscal Year Current Period		Actual FY 2016 Year-To-Date		Prior Fiscal Year Year-To-Date	
MPAD Expenditures	20,903.64	42.7%	263,936.00	56.9%	(855,692.10)	-5.5%	1,091,226.44	39.1%
AIP -- FAA Funded Expenditures	27,534.00	56.2%	189,125.31	40.7%	15,346,245.44	99.2%	1,493,057.86	53.5%
AIP -- PFC Funded Expenditures	529.25	1.1%	11,200.17	2.4%	984,036.39	6.4%	206,834.94	7.4%
<b>Total Capital Improvement Expenditures</b>	<b>48,966.89</b>	<b>100%</b>	<b>464,261.48</b>	<b>100%</b>	<b>15,474,589.73</b>	<b>100%</b>	<b>2,791,119.24</b>	<b>100%</b>

\*\*

**Capital Acquisitions / Expenditures By Department**

Finance & Administration	0.00				0.00			
Planning & Development	0.00				0.00			
Maintenance & Custodial Services	0.00				66,593.83	100.0%		
Airport Operations	0.00				0.00			
Police	0.00				0.00		40,197.40	100%
ARFF / Fire	0.00				0.00			
<b>Total Capital Acquisition Expenditures</b>	<b>0.00</b>	<b>0%</b>	<b>0.00</b>	<b>0%</b>	<b>66,593.83</b>	<b>100%</b>	<b>40,197.40</b>	<b>100%</b>

**Consolidated**

District Expenditures	20,903.64	42.7%	263,936.00	56.9%	(789,098.27)	-5.1%	1,131,423.84	40.0%
AIP -- FAA Funded Expenditures	27,534.00	56.2%	189,125.31	40.7%	15,346,245.44	98.7%	1,493,057.86	52.7%
AIP -- PFC Funded Expenditures	529.25	1.1%	11,200.17	2.4%	984,036.39	6.3%	206,834.94	7.3%
<b>Total Capital Expenditures</b>	<b>48,966.89</b>	<b>100%</b>	<b>464,261.48</b>	<b>100%</b>	<b>15,541,183.56</b>	<b>100%</b>	<b>2,831,316.64</b>	<b>100%</b>

**FY 2016 District Capital Expenses:**

2012-01 RSA - Construction - Phase 1	0.00	(964,992.44)	
2013-02 Airport Master Plan	553.00	86,708.98	
2015-03 Infield Safety Area Rehab - A	2,042.00	4,282.72	
2016-03 Pick-Up Truck - Maintenance	0.00	38,195.82	capitalized 11/30/15
2016-04 Pick-Up Truck - Maintenance	0.00	28,398.01	capitalized 7/31/15
2016-05 GEM EL XD Electric Cart	18,308.64	18,308.64	
	<u>20,903.64</u> *	<u>(789,098.27)</u> *	

**Monterey Peninsula Airport District**  
**Airport Capital Improvements / Capital Expenditures**  
**April 30, 2016**

**Airport Improvement Programs**

	Actual FY 2016 Current Period		Prior Fiscal Year Current Period		Actual FY 2016 Year-To-Date		Prior Fiscal Year Year-To-Date	
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<b>Total Capital Improvement Expenditures</b>	<b>48,966.89</b>	<b>100%</b>	<b>464,261.48</b>	<b>100%</b>	<b>15,474,589.73</b>	<b>100%</b>	<b>2,791,119.24</b>	<b>100%</b>

\*\*

**Capital Acquisitions / Expenditures By Department**

Finance & Administration	0.00				0.00			
Planning & Development	0.00				0.00			
Maintenance & Custodial Services	0.00				66,593.83	100.0%		
Airport Operations	0.00				0.00			
Police	0.00				0.00		40,197.40	100%
ARFF / Fire	0.00				0.00			
<b>Total Capital Acquisition Expenditures</b>	<b>0.00</b>	<b>0%</b>	<b>0.00</b>	<b>0%</b>	<b>66,593.83</b>	<b>100%</b>	<b>40,197.40</b>	<b>100%</b>

**Consolidated**

District Expenditures	20,903.64	42.7%	263,936.00	56.9%	(789,098.27)	-5.1%	1,131,423.84	40.0%
AIP -- FAA Funded Expenditures	27,534.00	56.2%	189,125.31	40.7%	15,346,245.44	98.7%	1,493,057.86	52.7%
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**FY 2016 District Capital Expenses:**

2012-01 RSA - Construction - Phase 1	0.00				(964,992.44)		
2013-02 Airport Master Plan	553.00				86,708.98		
2015-03 Infield Safety Area Rehab - A	2,042.00				4,282.72		
2016-03 Pick-Up Truck - Maintenance	0.00				38,195.82		capitalized 11/30/15
2016-04 Pick-Up Truck - Maintenance	0.00				28,398.01		capitalized 7/31/15
2016-05 GEM EL XD Electric Cart	18,308.64				18,308.64		
	<u>20,903.64</u>				<u>(789,098.27)</u>		

**AGENDA ITEM: G**  
**DATE: June 8, 2016**

**TO:** Michael La Pier, Executive Director  
**FROM:** Chris Morello, Planning & Development  
**DATE:** June 8, 2016  
**SUBJ:** Planning & Development Monthly Project Report

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

- Work directed toward implementation of the Runway Safety Area (RSA) Project accomplished during the reporting period, including:
  - On-going RSA environmental mitigation (implementation of the Habitat Conservation & Enhancement Plan--HCEP).
- Work directed toward the Airport Master Plan (AMP), including:
  - Final draft ALP has been submitted to the FAA to begin the review process.
- Work directed toward the Infields Rehabilitation Project, including:
  - The draft Environmental Assessment for the project is under FAA review. Initial Study review under CEQA will begin in June.
- RFQ for Consulting Services for the Preparation, Assessment, and Implementation of a Solar Photovoltaic (PV) Electric Generating System.
  - Information will be provided at the June 8, 2016 board meeting regarding the process steps needed for potential installation of a Solar Array.
- Submitted a grant application to purchase the Airfield Sweeper to the FAA based on the bids received and approved at the May BOD meeting.

FUNDING				BUDGETING				EXPENDITURES			STATUS			
	PROJECT #	AIP #	PFC	Prior FY Budget	FY 2016 Budget	Post FY Budget	Total Project Budget	Spent in Prior Fiscal Years	FY 2016 Expenditures to Date	5/31/2016	% 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	\$31,973,875	\$19,104,934	\$0	\$51,078,808	\$31,973,875	\$18,669,773	\$50,643,648	99%	RSA Runway 10R/28L - Construction; Phase 1 and 2	Project construction is complete.	Completion of reports required for FAA funding is underway for the close out of actual construction and the first RSA grant. On-going environmental mitigation will continue during the reporting period and thereafter.
2	2013-02	59	13-18-C-00-MRY	\$842,341	\$252,639	\$0	\$1,094,980	\$842,341	\$324,117	\$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 until a FAA grant is received for the NEPA EA.
3	2015-03	62	Unk.	\$0	\$825,000	\$269,980	\$1,094,980	\$0	\$144,179	\$144,179	50%	Airport Infield Safety Area Rehabilitation- Part A	The NEPA Environmental Assessment (EA) is underway; administrative drafts of 1st two chapters are being reviewed by Airport Staff.	Initial administrative draft assessment is currently under FAA review.
OTHER GRANT FUNDED PROJECTS:														
4	N/A	N/A	N/A	\$0	\$30,000	\$0	\$30,000	\$0	\$14,500	\$14,500	95%	Wells Assessment Project-Options Analysis	Options Analysis finalized by Allterra Environmental, Inc.	Continued discussions with MPWMD on well water resources
ACTIVE DISTRICT-FUNDED PROJECTS:														
5	N/A	N/A	N/A	\$96,175	\$2,825	\$0	\$99,000	\$96,175	\$0	\$96,175	n/a	FWSS Mitigation Land Restoration	Preparation and planting is complete at the off-airport site.	Monitoring will continue through FY 2017.
6	N/A	N/A	N/A	\$0	\$11,000	\$0	\$11,000	\$0	\$12,300	\$12,300	100%	Board Room Soundproofing	Design complete.	Construction complete.
7	N/A	N/A	N/A	\$0	\$50,000	\$0	\$50,000	\$0	\$12,561	\$12,561	50%	Building 505 & 506	Analysis completed on environmental issues. O & Manual finalized.	Quote/bid pkg being prepared for remediation.
8	N/A	N/A	N/A	\$0	\$152,000	\$0	\$152,000	\$0				Evaluation and Installation of Solar Array	RFO process is completed.	Execute contract with OpTerra for solar array evaluation and documentation.



**AGENDA ITEM:** H-2

**DATE:** June 8, 2016

**TO:** Board of Directors

**FROM:** Michael La Pier, Executive Director

**SUBJ:** Designation of Authorized Signatories on District Investment Accounts

**BACKGROUND.** With the departure of the former Controller and the arrival of the Deputy Executive Director for Finance and Administration, new authorization from the Board to allow the Executive Director and the Deputy Executive Director for Finance and Administration to act on behalf of the District on investment matters is needed.

**DISCUSSION.** In order to authorize the Executive Director and the Deputy Executive Director, Finance and Administration as a signatory on District investment accounts, approval from the Board and signature of the Chair is needed.

**BUDGET EFFECT.** None.

**RECOMMENDATION.** The District Board of Directors should approve the attached certificate, authorizing the Deputy Executive Director of Finance and Administration as a signatory on the District's investment accounts.

**ATTACHMENT.** Certificate of Corporate/LLC/Non Profit Organization Resolution provided by Pershing Advisor Solutions, LLC

# CERTIFICATE OF CORPORATE/LLC/ NON PROFIT ORGANIZATION RESOLUTION

Use this form to designate authorized signers to act on behalf of your organization. If applicable, please also provide a certified copy of your articles of incorporation, minutes of a board meeting documenting the authorized signers for your organization, operating agreement and/or other formation documents.

## I. ACCOUNT INFORMATION

ACCOUNT NUMBER:

ACCOUNT TITLE:

MONTGOMERY PENINSULA DISTRICT

NAME OF CORPORATION/ORGANIZATION:

MONTGOMERY PENINSULA DISTRICT

TYPE (SELECT ONE): ☐ Corporation ☐ Limited Liability Company (LLC) ☐ Nonprofit Organization ☐ Other:

## II. CERTIFICATION

I HEREBY CERTIFY that at a meeting or by resolution between the Authorized Directors/Officers/Members of the aforementioned Corporation/Organization, ("Corporation/Organization"), at which said meeting a quorum was present and acting throughout, the following preamble and resolution was adopted and ever since has been and now is in full force and effect.

WHEREAS, this Corporation/Organization is duly authorized and permitted by its charter and bylaws, by the terms of its operating agreement or other written authorization to:

(1) Engage in cash and margin transactions in any and all forms of securities including, but not limited to, stocks, options, mutual funds, stock options, stock index options, short sales, foreign currency options and debt instrument options, bonds, bond debentures, annuities, notes, strips, participation certificates, rights to subscribe, warrants, certificates of deposit, mortgages, choses in action, evidences of indebtedness, commercial paper certificates or indebtedness and certificates of interest in any and every kind and nature whatsoever, secured or unsecured, whether represented by trust, participating and/or other certificates or otherwise.

(2) Receive on behalf of the Corporation/Organization or deliver to the Corporation/Organization or third parties, including but not limited to any or all of the authorized officers or persons listed in Section III below giving such instruction, monies, stocks, bonds or other securities. To sell, assign and endorse for transfer, certificates representing stocks, bonds or other securities now registered or hereafter registered in the name of the Corporation/Organization.

(3) Establish and maintain an asset management account with debit card, check writing and margin privileges, from which account funds are directly spent, the responsibility for which is entirely that of the Corporation/Organization.

WHEREAS, the appropriate officers have determined that it is appropriate and in the best interest of this Corporation/Organization to open an account(s) with Pershing Advisor Solutions LLC ("Pershing Advisor Solutions").

Now, therefore, be it resolved that this Corporation/Organization open an account or accounts in its name with Pershing Advisor Solutions and that the undersigned below, or any of them acting individually or their respective successors in office (hereinafter "Authorized Persons") may, on behalf of this Corporation/Organization, (1) give orders in the said account or accounts for the purchase, sale or other disposition of stocks, bonds and other securities; (2) deliver to and receive from Pershing Advisor Solutions on behalf of the Corporation/Organization monies, stocks, bonds and other securities; (3) establish and maintain an asset management account with debit card, check writing and margin privileges from which account funds are directly spent with each Authorized Person as indicated in the separate asset management account agreement having check writing and debit card privileges; (4) order the transfer or delivery of funds, monies or securities to any person whatsoever, including any other authorized officers or persons indicated below giving such instructions; (5) sign acknowledgements of the correctness of all statements of account; and (4) make, execute and deliver under the corporate seal (if applicable) any and all written endorsements and documents necessary or proper to effectuate the authority hereby conferred; that is within authorization to each of said officers to remain in full force and effect until written notice of the revocation thereof shall have been received by Pershing Advisor Solutions.

## III. CERTIFICATION AND SIGNATURE

I FURTHER CERTIFY that the following names, titles and signatures of the officers (or others) authorized by the foregoing resolution to act for this Corporation/Organization.

✓ Name(print):	_____	Title: _____	Signature: _____
✓ Name(print):	<u>TIM BRENDLER</u>	Title: <u>DIR FIN + ADMIN</u>	Signature: <u>[Signature]</u>
Name(print):	_____	Title: _____	Signature: _____
Name(print):	_____	Title: _____	Signature: _____
Name(print):	_____	Title: _____	Signature: _____



CORP

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Corporation/Organization (if applicable), this

(AFFIX CORPORATE SEAL HERE  
IF CORPORATION USES A SEAL)

\_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

AUTHORIZED OFFICER SIGNATURE: \_\_\_\_\_

PRINT AUTHORIZED OFFICER NAME: \_\_\_\_\_

**NOTE 1:** If the Authorized Officer is empowered to act for the Corporation/Organization pursuant to these resolutions, the President or Managing Member of the Corporation/Organization as set forth above must fill in and execute the Additional Certification in Section IV below.

**NOTE 2:** If the Corporation/Authorization has only one sole officer/managing member (if an LLC), that officer must sign above on the Authorized Officer line indicating his or her officer title in addition to filling in and executing the Additional Certification in Section IV below.

#### IV. ADDITIONAL CERTIFICATION

(President/Managing Member to complete only if the Authorized Officer of the Corporation/Organization is authorized to act pursuant to the foregoing resolution or if the Corporation/Organization has only one officer/managing member (if an LLC) – check one):

- ☒ I FURTHER CERTIFY that the Authorized Officer of the Corporation/Organization is authorized by the foregoing resolution to act hereunder.
- ☐ I FURTHER CERTIFY that the Corporation/Organization has only one authorized officer/managing member (if an LLC) and I am that authorized officer/managing member (if an LLC) and authorized to execute legal and binding documents in the name of and on behalf of the Corporation/Organization pursuant to the Corporation's/Organization's governing documents.

NAME (PRINT): \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



# CERTIFICATE OF CORPORATE/LLC/ NON PROFIT ORGANIZATION RESOLUTION

Use this form to designate authorized signers to act on behalf of your organization. If applicable, please also provide a certified copy of your articles of incorporation, minutes of a board meeting documenting the authorized signers for your organization, operating agreement and/or other formation documents.

## I. ACCOUNT INFORMATION

ACCOUNT NUMBER:

ACCOUNT TITLE:

MONTEREY PENINSULA DISTRICT

NAME OF CORPORATION/ORGANIZATION:

MONTEREY PENINSULA DISTRICT

TYPE (SELECT ONE): ☒ Corporation ☐ Limited Liability Company (LLC) ☐ Nonprofit Organization ☐ Other:

## II. CERTIFICATION

I HEREBY CERTIFY that at a meeting or by resolution between the Authorized Directors/Officers/Members of the aforementioned Corporation/Organization, ("Corporation/Organization"), at which said meeting a quorum was present and acting throughout, the following preamble and resolution was adopted and ever since has been and now is in full force and effect.

WHEREAS, this Corporation/Organization is duly authorized and permitted by its charter and bylaws, by the terms of its operating agreement or other written authorization to:

(1) Engage in cash and margin transactions in any and all forms of securities including, but not limited to, stocks, options, mutual funds, stock options, stock index options, short sales, foreign currency options and debt instrument options, bonds, bond debentures, annuities, notes, strips, participation certificates, rights to subscribe, warrants, certificates of deposit, mortgages, choses in action, evidences of indebtedness, commercial paper certificates or indebtedness and certificates of interest in any and every kind and nature whatsoever, secured or unsecured, whether represented by trust, participating and/or other certificates or otherwise.

(2) Receive on behalf of the Corporation/Organization or deliver to the Corporation/Organization or third parties, including but not limited to any or all of the authorized officers or persons listed in Section III below giving such instruction, monies, stocks, bonds or other securities. To sell, assign and endorse for transfer, certificates representing stocks, bonds or other securities now registered or hereafter registered in the name of the Corporation/Organization.

(3) Establish and maintain an asset management account with debit card, check writing and margin privileges, from which account funds are directly spent, the responsibility for which is entirely that of the Corporation/Organization.

WHEREAS, the appropriate officers have determined that it is appropriate and in the best interest of this Corporation/Organization to open an account(s) with Pershing Advisor Solutions LLC ("Pershing Advisor Solutions").

Now, therefore, be it resolved that this Corporation/Organization open an account or accounts in its name with Pershing Advisor Solutions and that the undersigned below, or any of them acting individually or their respective successors in office (hereinafter "Authorized Persons") may, on behalf of this Corporation/Organization, (1) give orders in the said account or accounts for the purchase, sale or other disposition of stocks, bonds and other securities; (2) deliver to and receive from Pershing Advisor Solutions on behalf of the Corporation/Organization monies, stocks, bonds and other securities; (3) establish and maintain an asset management account with debit card, check writing and margin privileges from which account funds are directly spent with each Authorized Person as indicated in the separate asset management account agreement having check writing and debit card privileges; (4) order the transfer or delivery of funds, monies or securities to any person whatsoever, including any other authorized officers or persons indicated below giving such instructions; (5) sign acknowledgements of the correctness of all statements of account; and (4) make, execute and deliver under the corporate seal (if applicable) any and all written endorsements and documents necessary or proper to effectuate the authority hereby conferred; that is within authorization to each of said officers to remain in full force and effect until written notice of the revocation thereof shall have been received by Pershing Advisor Solutions.

## III. CERTIFICATION AND SIGNATURE

I FURTHER CERTIFY that the following names, titles and signatures of the officers (or others) authorized by the foregoing resolution to act for this Corporation/Organization.

Name(print): \_\_\_\_\_ Title: \_\_\_\_\_ Signature: \_\_\_\_\_

Name(print): TIM BARCHOLD Title: DIR FIN & ADMIN Signature: [Signature]

Name(print): \_\_\_\_\_ Title: \_\_\_\_\_ Signature: \_\_\_\_\_

Name(print): \_\_\_\_\_ Title: \_\_\_\_\_ Signature: \_\_\_\_\_

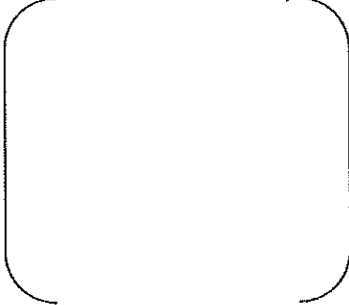
Name(print): \_\_\_\_\_ Title: \_\_\_\_\_ Signature: \_\_\_\_\_



CORP

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Corporation/Organization (if applicable), this

(AFFIX CORPORATE SEAL HERE  
IF CORPORATION USES A SEAL.)



\_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

AUTHORIZED OFFICER SIGNATURE: \_\_\_\_\_

PRINT AUTHORIZED OFFICER NAME: \_\_\_\_\_

**NOTE 1:** If the Authorized Officer is empowered to act for the Corporation/Organization pursuant to these resolutions, the President or Managing Member of the Corporation/Organization as set forth above must fill in and execute the Additional Certification in Section IV below.

**NOTE 2:** If the Corporation/Authorization has only one sole officer/managing member (if an LLC), that officer must sign above on the Authorized Officer line indicating his or her officer title in addition to filling in and executing the Additional Certification in Section IV below.

#### IV. ADDITIONAL CERTIFICATION

(President/Managing Member to complete only if the Authorized Officer of the Corporation/Organization is authorized to act pursuant to the foregoing resolution or if the Corporation/Organization has only one officer/managing member (if an LLC) – check one):

- ☐ I FURTHER CERTIFY that the Authorized Officer of the Corporation/Organization is authorized by the foregoing resolution to act hereunder.
- ☐ I FURTHER CERTIFY that the Corporation/Organization has only one authorized officer/managing member (if an LLC) and I am that authorized officer/managing member (if an LLC) and authorized to execute legal and binding documents in the name of and on behalf of the Corporation/Organization pursuant to the Corporation's/Organization's governing documents.

NAME (PRINT): \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_