

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

July 21, 2021 - 9:00 AM

SPECIAL AND URGENT NOTICE ELIMINATING IN-PERSON PUBLIC PARTICIPATION AT MONTEREY PENINSULA AIRPORT DISTRICT BOARD MEETINGS

Due to the directives contained in the Governor's Declarations of Emergency for the State of California (Executive Orders N-25-20 and N-29-20), and the Governor's and County Public Health Officer's recent order related to public assemblies, the Board of Directors of the Monterey Peninsula Airport District is required to limit in-person attendance at the upcoming Board meeting. Members of the public may utilize alternative measures established by the Monterey Peninsula Airport District to listen to Board meeting and/or to communicate your opinions to the Board Members.

To participate in the Board meeting via Zoom video conference, please visit www.zoom.us/join and enter the following Meeting ID: 831 5980 6844. If you do not have access to the internet, you may also participate telephonically by calling (253) 215-8782 and entering the same Meeting ID. Members of the public who wish to provide comment on an item on the agenda may do so during the meeting prior to the item being considered by the Board, as outlined below.

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

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

A. CALL TO ORDER/ROLL CALL

Chair Cursio called to order the Regular Meeting of the Board of Directors at 9:07 AM. Directors Leffel, Miller, Sabo and Sawhney were present. The following District Officers were present: Executive Director La Pier, District Counsel Huber, Acting District Secretary Auker, Deputy Executive Director Bergholz and Deputy Director Morello.

B. PLEDGE OF ALLEGIANCE

Director Sabo led the Pledge of Allegiance.

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

Chair Cursio stated he, Director Leffel and Director Sabo attended the Carmel Chamber Awards Dinner. Monterey Regional Airport was the only recipient of the 40-year membership award. Chair Cursio stated that he accepted the award and will turn it over to Executive Director La Pier.

D. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

E. CONSENT AGENDA - ACTION ITEMS

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

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|---------|---|
| Approve | 1. Minutes of the Committee Meeting of the Air Carrier Service, Marketing and Community Relations Committee of June 15, 2021 |
| Approve | 2. Minutes of the Committee Meeting of the Airport Property Development and Leases Committee of June 15, 2021 |
| Approve | 3. Minutes of the Regular Meeting of June 16, 2021 |
| Approve | 4. Minutes of the Committee Meeting of the Air Carrier Service, Marketing and Community Relations Committee of July 7, 2021 |
| Approve | 5. Minutes of the Committee Meeting of the Airport Property Development and Leases Committee of July 7, 2021 |
| Approve | 6. Minutes of the Committee Meeting of the Budget and Finance Committee of July 13, 2021 |
| Adopt | 7. Ratify the Prior Action of the Board and Adopt Resolution No. 1802, A Resolution Authorizing and Approving the Fiscal Year 2022 Salary Schedule listing Salary Ranges for the Monterey Peninsula Airport District. |

Director Sabo requested to pull Consent Agenda Item E.4, the Minutes of the Committee Meeting of the Air Carrier Service, Marketing and Community Relations Committee of July 7, 2021.

Director Leffel moved to approve Items E.1 through E.3, and E.5 through E.7. Director Miller seconded the motion. The motion passed unanimously by a roll call vote of 5-0.

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

Director Sabo requested that the following amendments be made to the Minutes of the Committee Meeting of the Air Carrier Service, Marketing and Community Relations Committee of July 7, 2021:

- *On page 2 of 2, he requested to add "La Pier indicated that any review, comment or acceptance of the marketing or public relations plan was not within the scope of either the marketing committee or Board of Directors oversight, responsibility or authority."*

Executive Director La Pier and Chair Cursio stated that they did not remember that ever being said.

Director Sabo moved to approve Item E.4, with his amendments. There was no second. The motion died for lack of a second.

Director Leffel moved to approve Item E.4, as originally presented. Director Sawhney seconded the motion. The motion passed with a roll call vote 4-1. Director Sabo voted no.

G. REGULAR AGENDA - ACTION ITEMS

Presentation 1. Airport Property Well Assessment by Kimley Horn & Associates

Deputy Director Morello introduced Pearce Melvin from Kimley Horn & Associates and Aaron Bierman from Bierman Hydrogeologic.

Pearce Melvin of Kimley Horn and Aaron Bierman of Bierman Hydrogeologic gave a presentation to the Board regarding an analysis of existing water wells on the south side of the airport. The wells being

evaluated are located on Sky Park Drive, the property at 2801 Monterey Salinas Highway, a location near Monterey Salinas Highway Self Storage and a location near Tarpy's. Melvin and Bierman reported the initial findings of the well conditions for each location. Further, they provided the Board with rough cost estimates for further testing as well as an estimate of well capacity.

Based on the initial findings, it was recommended by Melvin and Bierman that the airport focus on two of the four wells: the location at 2801 Monterey Salinas Highway and the location near Tarpy's.

No public comments.

Chair Cursio asked for clarification if the Sky Park and Monterey Salinas Highway Self Storage wells were on private property. Melvin confirmed that the two wells are private, and the airport could go in later to test the water and assess the next steps. Director Sabo asked if tests were going to be done to extract more water, and if the airport had the water rights. Melvin stated that he does not recommend spending the money on testing since the return is not worth the investment.

Director Leffel asked District Counsel Huber to clarify whether the Tarpy's well is in their lease. District Counsel Huber confirmed this and added that it is a shared use well.

Director Miller stated that the Lease Committee reviewed the well assessment and concurs with the Executive Director's plan to submit the permits as permitting costs increase annually.

Presentation 2. Marketing Plan and Strategies by Chidlaw Marketing

Executive Director La Pier introduced Chris Chidlaw, Chidlaw Marketing, to present Item G.2.

Chidlaw discussed what has been done for marketing, along with giving reasons why money is being spent where it is. Chidlaw stated that he gathered information from the community, identifying what was liked and disliked about the airport. "Ease", "Convenience" and "New Airlines" are what people liked according to Google reviews. "Cost", "Lack of flights" and "Delays" are what people did not like according to Google reviews.

Chidlaw stated that the main target areas are Monterey, San Benito, and Santa Cruz Counties, and the number one advertising medium is local TV. He added that majority of previous spending has gone to KSBW for commercials featured across events, and advertisements have also run on KION, KCBA, Effectv, KSMS, and ABC. He noted that in the past, radio has also been used to sponsor giveaways, and print media has been used for promotions and new service announcements. Finally, he stated that the airport app launched two years ago, and 500 people have downloaded it.

Executive Director La Pier invited the Board of Directors to comment on what they would like to see done in marketing going forward. He also mentioned that he and the marketing team have sixty (60) days to come up with a marketing draft that will first go to the Air Service Committee before being reviewed by the full Board of Directors.

No public comments.

The Board discussed Item G.2.

A break was taken from 11:45 AM to 11:51 AM.

Adopt 3. Resolution No. 1805, A Resolution Authorizing the Service Agreement between the Monterey Peninsula Airport District and Llyod W. Aubry Co, Inc.

Executive Director La Pier introduced Item G.3.

Deputy Director Morello presented the need for the baggage belt overhaul and stated that the project was anticipated and included in the adopted Capital Budget.

No public comments.

Director Sawhney stated that Resolution No. 1805 was reviewed by the Finance Committee, and they recommend adoption by the Board.

The Board discussed Item G.3.

Director Leffel moved to adopt Resolution No. 1805. Director Miller seconded the motion. The motion passed unanimously by a roll call vote of 5-0.

RESOLUTION NO. 1805

A RESOLUTION AUTHORIZING AND APPROVING THE SERVICE AGREEMENT BETWEEN THE MONTEREY PENINSULA AIRPORT DISTRICT AND LLOYD W. AUBRY CO., INC.

WHEREAS, the Monterey Peninsula Airport District (MPAD) owns and operates the Monterey Regional Airport; and

WHEREAS, the baggage claim carousel system is in need of an overhaul; and

WHEREAS, the approved Fiscal Year 2022 Capital Improvement Budget included a District only funded project for Terminal Refresh where the system upgrade one component of said project; and

WHEREAS, the system requires specialized materials and labor; and

WHEREAS, Lloyd W. Aubrey Co., Inc is qualified to provide the services needed to overhaul the baggage claim carousel system.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: That MPAD contract with the firm Lloyd W. Aubrey Co., Inc. for a total amount not-to-exceed \$45,055.00 and directs the Executive Director of the District, or his designee, to execute the purchase order.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 21st day of July 2021 by the following roll call vote:

AYES:	DIRECTORS:	Leffel, Miller, Sabo, Sawhney, Chair Cursio
NOES:	DIRECTORS:	None
ABSTAIN:	DIRECTORS:	None
ABSENT:	DIRECTORS:	None

Approve 4. Board Attendance at Future Conferences and Events

Executive Director La Pier presented Item G.4, asking for the annual process to approve travel for the next year. He noted that there has been budget approval for each Board member to attend two out of market conferences and one in market conference.

Director Cursio moved to approve the following attendance:

CSDA Annual Conference and Exhibitor Showcase <i>Attending: Sabo & Sawhney</i>	August 30-9/2, 2021	Monterey, CA
ACI-NA Annual Conference and Exhibition <i>Attending: Sabo & Miller</i>	November 6-9, 2021	Reno, NV
SWAAAE Annual Airport Management Short Course <i>Attending: Sabo & Sawhney</i>	January 23-26, 2022	Monterey, CA
NBAA Leadership Conference <i>Attending: Sawhney</i>	February 7-9, 2022	Fort Worth, TX
ACI-NA/AAAE Board and Commissioners Conference <i>Attending: Sabo</i>	TBD	TBD

Director Leffel seconded the motion. The motion passed unanimously by a roll call vote of 5-0.

H. BOARD COMMITTEE REPORTS AND ACCEPTANCE OF DEPARTMENT REPORTS

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

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

a. Standing Committees:

Discussions limited to 3 minutes on matters not covered in committee minutes.

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

b. Ad-Hoc Committees:

Discussions limited to 3 minutes.

- i. Local Jurisdiction Liaison Directors Leffel & Miller

c. Liaison/Representatives:

Discussions limited to 3 minutes.

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

Public Comment: Matthew Wright, General Manager, Monterey Fuel Company, gave an update on the construction and remodel of the Monterey Jet Center. He stated that it is in the home stretch, on schedule, and will be finished by the end of July 2021.

A break was taken from 12:56 PM until 1:06 PM.

I. CLOSED SESSION

The Board entered into Closed Session at 1:06 PM.

1. **EXISTING LITIGATION** [Government Code section 54956.9(a)]. The Board will meet with the Executive Director and District Counsel to discuss existing litigation: City of Monterey v. Monterey Peninsula Airport District, et al., Monterey County Superior Court, Case No. 20CV002445.
2. **ANNUAL EVALUATION** [Government Code Section 54957(b)]. The Board will meet with the Executive Director and District Counsel to consider the annual evaluation related to the following position: Executive Director.
3. **LABOR NEGOTIATIONS** [Government Code Section 54957.6]. The Board will meet with the Executive Director and District Counsel to discuss labor negotiations for the following groups: All Represented and Unrepresented Employees.

J. RECONVENE TO OPEN SESSION

The Board returned to Open Session at 2:27 PM.

Chair Cursio stated that no reportable action was taken during Closed Session.

K. PENDING REQUESTS FOR FUTURE AGENDA ITEMS

- *Presentation on Funding Options for CALPERS Unfunded Accrued Liability*

L. DISCUSSION OF FUTURE AGENDAS

- *Update on Status of Business License Fee (Sabo)*
- *Review/Update on GA Apron and VSR Improvement Projects (Sawhney)*
- *Discussion regarding Board Stipends (Leffel)*
- *Discussion regarding the Role of Standing Committees and Board Expectations (Leffel)*

Chair Cursio requested a moment of silence for the two individuals lost in the aircraft accident that occurred on July 13, 2021.

M. ADJOURNMENT

The meeting adjourned at 2:39 PM.

Minutes Approved at the
Meeting of August 18, 2021



Gary Cursio, Chair

ATTEST



Michael La Pier, AAE
District Secretary