

# MINUTES OF THE SPECIAL MEETING OF THE MONTEREY PENINSULA AIRPORT DISTRICT BOARD OF DIRECTORS

May 24, 2022 - 9:00 AM

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

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

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

Should the Board implement the measures outlined in AB 361, members of the public may participate in the Board meeting via Zoom video conference. Please visit [www.zoom.us/join](https://www.zoom.us/join) and enter the following Meeting ID: **810 8621 5768**. 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](mailto:info@montereyairport.com). Include the following subject line: "Public Comment Item # (insert the agenda item number relevant to your comment)." Written comments should be received by 8:00 AM on the day of the meeting. All submitted comments will be provided to the Board for consideration and will be compiled as part of the record.
2. During the Meeting via Oral Comments: When the Chair calls for public comment, attendees can queue to speak with the "Raise Hand" feature. On the Zoom application, click the "Raise Hand" button. On the phone, press \*9. The Secretary to the Board will call speaker names and unmute speaker microphones. You will have up to 3 minutes to provide your oral comments, pursuant to Board policy.

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

### A. CALL TO ORDER/ROLL CALL

*Chair Miller called the special meeting of the Monterey Peninsula Airport District Board of Directors to order at 9:01 AM. Directors Leffel and Sabo were present at roll call. Director Sawhney joined by Zoom videoconference at 9:03 AM. The following staff were present: Executive Director La Pier; District Counsel Huber, Acting District Secretary Adams, Deputy Executive Director Bergholz, and Deputy Director Morello. District Counsel Huber participated by Zoom videoconference.*

### B. PLEDGE OF ALLEGIANCE

*Director Sabo led the Pledge of Allegiance.*

### C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

*Executive Director La Pier announced the triennial FAA exercise will be this afternoon.*

### D. PUBLIC COMMENT

*None.*

### D. REGULAR AGENDA - ACTION ITEMS

Review 1. FY 23 Capital Improvement Plan Budget

*Executive Director La Pier introduced Deputy Director Morello who gave a presentation on the proposed FY 23 Capital Improvement Plan (CIP) Budget. The presentation delineated between current carry-over projects and proposed new projects and detailed projected budget per job and type of funds being used. Deputy Director Morello noted some projects will carry over into FY 24.*

*Director Sabo asked if price increases could affect the budgeted amount. Executive Director La Pier answered the grants and contracts will both come to the Board for approval for new projects. Chair Miller asked if the Federal Aviation Administration (FAA) would increase grant amounts if prices rise considerably. Executive Director La Pier answered it is possible, but funds are limited. Director Sawhney asked if CARES Act funds could be utilized for these projects. Deputy Director Morello answered only if the FAA concurs.*

*Directors discussed the proposed new projects on the proposed FY 23 CIP Budget.*

*Chair Miller announced a break at 10:29 AM.*

*The meeting reconvened at 10:40 AM.*

Review            2. FY 23 Operating Budget

*Executive Director La Pier introduced Deputy Executive Director Bergholz who presented the proposed FY 23 Operating Budget. The presentation included an overview of revenue assumptions, proposed new expenses, the proposed Rates and Charges schedule, and the proposed Salary Schedule.*

*Executive Director La Pier gave an overview of the proposed new staff positions and staff positions that have not been filled that are proposed to be filled in FY 23.*

*There was a discussion about the Revenue projections and the assumptions that were derived in collaboration with Landrum & Brown, our air service consultant.*

*There was a discussion about the Rates and Charges schedule. District Counsel Huber explained that if you charge a fee, it must reasonably approximate the cost of delivering the service, but for ground space you should obtain fair market value to be able to be self-sustaining.*

*Deputy Director Morello gave an update on the Business License program.*

*Chair Miller announced a break for lunch at 12:33 PM.*

*The meeting reconvened at 1:06 PM.*

*There was a discussion about the three new positions included in the proposed FY 2023 budget. Director Sabo stated he was opposed to them. Executive Director La Pier reviewed the need for each, reminding everyone the PR Specialist and Social Media Specialist were at the Board's request. Directors Sawhney, Leffel and Chair Miller gave feedback regarding the new positions.*

## **E.            ADJOURNMENT**

*The meeting adjourned at 2:04 PM.*

Approved at the  
Meeting of June 15, 2022

  
Carl M. Miller, Chair

ATTEST



Michael La Pier, AAE  
District Secretary