

**MINUTES OF THE BUDGET & FINANCE COMMITTEE MEETING OF THE MONTEREY PENINSULA AIRPORT DISTRICT BOARD OF DIRECTORS**

**September 9, 2024 – 10:30 AM Pacific Time**

Due to the expiration of the COVID-19 California State of Emergency, the Monterey Peninsula Airport District will return to holding meetings at the Airport Board Room, with in-person attendance. Members of the public may attend the Committee Meeting in person and request to speak to the Committee Members when the Chair calls for public comment.

Alternatively, members of the public who desire to provide input as to any item can send an email to [info@montereyairport.com](mailto:info@montereyairport.com) and 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 Committee Members for consideration and will be compiled as part of the record.

**A. CALL TO ORDER**

*The meeting of the Budget & Finance Committee of the Monterey Peninsula Airport District was called to order at 10:33 AM. Directors Leffel & Gaglioti, Executive Director La Pier, Controller Wilson, and Acting Board Secretary Adams were present.*

**B. COMMUNICATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS**

*None.*

**C. REGULAR AGENDA – ACTION ITEMS**

- Review            1. Amendment to the Professional Services Agreement with Hellmuth, Obata & Kassabaum, Inc. to Provide Design Support Services for the Safety Enhancement Program (SEP) Taxiway A Relocation – Phase D3 Terminal Complex Landside Improvements

*Brian Roth, Landside Project Manager, presented Item C.1. highlighting the Scope of Work, the Independent Fee Estimate, and the Source of Funds for the SEP Taxiway A Relocation - Phase D3 Terminal Complex Landside Improvements.*

*Mr. Roth and Executive Director La Pier answered questions from Directors.*

*No Public Comment.*

*The Finance Committee supported Item C.1 with clarification regarding the sub-contractor's scope of work.*

- Review            2. Approve Amendment to the Professional Services Agreement with Labor Consultants of California to Provide Labor Monitoring Services

*Dan Johanson, Planning Manager, introduced Item C.2 stating Certified Compliance Monitoring is required and the estimate is based on anticipated hours to complete based on staff experience with similar work scope.*

*No Public Comment.*

*The Finance Committee agreed to support the approval of an Amendment to the Professional Services Agreement with Labor Consultants of California to Provide Labor Monitoring Services.*

- Review            3. Amendment to the Non-Federal Reimbursable Agreement between the Department of Transportation Federal Aviation Administration and the Monterey Peninsula Airport District

*Dan Johanson, Planning Manager, introduced Item C.3 and explained the purpose of the Non-Federal Reimbursable Agreement (RA) was to perform services relating to the relocation of the FAA's RTR cables servicing the Monterey Airport Traffic Control Tower, which are impacted by the relocation of the commercial apron and airport terminal projects.*

*No Public Comment.*

*The Finance Committee agreed to support the approval of the amendment to the Non-Federal Reimbursable Agreement between the Department of Transportation Federal Aviation Administration and the Monterey Peninsula Airport District.*

- Review            4. Fiscal Year to Date Financial Statements

*Controller Wilson reviewed the July 2024 Financial Statements, which represent the first month of the 2025 fiscal year. He highlighted being ahead in Revenue and behind on Expenses due to timing, Fiscal Year 2025 Rates and Charges increases being realized starting in July, and a good cash position.*

*Controller Wilson reviewed the purpose of the Team of Finance weekly meetings.*

*There was a discussion about the recent Federal Aviation Administration (FAA) Airport Improvement Program (AIP) Grant announcements and the more than \$37 million awarded to Monterey Regional Airport for runway improvements, apron improvements, aircraft rescue and firefighting equipment, and landside terminal improvement projects.*

*Controller Wilson explained the role TIFIA could play in the replacement terminal financing process. Executive Director La Pier answered questions regarding the TIFIA process.*

*Uwe Grobecker, a member of the public, commented on the favorable state of the Airport's finances, expressed some concern about the possibility of a recession, and asked why there was \$150k budgeted for election expenses.*

*Executive Director La Pier explained that Monterey County handles the election process for the County of Monterey, and they assign costs to those who have open positions on the ballot. Controller Wilson explained how the budget number was calculated. Executive Director La Pier explained the actual cost is dependent on the number of elections and number of voters.*

#### **E. ADJOURNMENT**

*The meeting adjourned at 11:14 AM.*

Approved at the  
Meeting of September 18, 2024



Mary Ann Leffel, Chair

ATTEST

A handwritten signature in black ink, appearing to read "Michael La Pier". The signature is stylized with a wavy line at the beginning and a large loop at the end.

Michael La Pier  
District Secretary