

**MINUTES OF THE AIRPORT PROPERTY DEVELOPMENT & LEASES COMMITTEE MEETING
OF THE MONTEREY PENINSULA AIRPORT DISTRICT BOARD OF DIRECTORS**

June 10, 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.

Members of the public may participate in the Board meeting via Zoom video conference. To view the Board meeting via Zoom video conference, please visit www.zoom.us/join and enter the following Meeting ID: **826 5671 8817**. The password for this meeting is: **20220610**. 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 and password.

REMOTE PUBLIC COMMENTS

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

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

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

A. CALL TO ORDER

The meeting of the Airport Property Development & Leases Committee of the Monterey Peninsula Airport District Board of Directors was called to order at 9:03 AM. Director Miller, Director Sawhney and Executive Director La Pier were in attendance via Zoom videoconference.

B. COMMUNICATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS

None.

C. PUBLIC COMMENTS

None.

D. REGULAR AGENDA – ACTION ITEMS

Update 1. Gifts and More Concession Agreement

Executive Director La Pier reviewed a proposed Concession Agreement with Gifts and More for the gift shop operation in the passenger boarding area. La Pier indicated this is a new, three-year agreement with the current tenant. There are no extensions associated with the new agreement.

The most significant change in the new agreement relates to the minimum monthly guarantee. The new agreement calls for a minimum monthly guarantee, based on a 13% commission on sales, of \$1165.00 per month. This is an increase of \$165.00 per month. Director Sawhney asked if there were any concerns with the tenants' operation or their monthly payments. La Pier indicated the tenant is a model tenant and has always been easy to work with. He further indicated there have been no instances of late or missed payments. Director Miller asked if the tenant regularly exceeded its minimum monthly payment. La Pier indicated that the tenant has been regularly paying more than the minimum and that the business seems to continue to grow in terms of volume.

Director Sawhney indicated her support for the new lease and suggested the committee recommend the adoption of the new lease to the full Board. Director Miller concurred.

Review 2. Hangar and Lease Agreements

La Pier reviewed the hangar wait list program with the committee at the request of Director Sawhney. The review included the number of individuals on the hangar wait list by hangar type and location. Some clarifying discussion was had.

La Pier also reviewed the status of the southeast hangar relocation discussions with Monterey Jet Center. La Pier indicated he hoped to be able to bring to the Board a proposed settlement with the current tenant in either July or August depending on the schedule availability of the principals of Monterey Jet Center. Discussion was had regarding the various existing lease particulars between the operator and the Airport and the hope that if a transaction were completed many of those issues could be resolved as part of the transaction.

Review 3. Leasing Activity Review

No discussion was had regarding lease activity.

E. ADJOURNMENT

The meeting adjourned at 11:20 AM.

Approved at the
Meeting of July 20, 2022



Carl M. Miller, Chair

ATTEST



Michael La Pier, AAE
District Secretary