

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

November 14, 2018 - 10:00 AM

**Board Room - 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

(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. <u>Minutes of the Committee Meeting of the Budget and Finance Committee of October 8, 2018</u> |
| Approve | 2. <u>Minutes of the Committee Meeting of the Airport Property Development and Leases Committee of October 8, 2018</u> |
| Approve | 3. <u>Minutes of the Committee Meeting of the Air Carrier Service, Marketing and Community Relations Committee of October 8, 2018</u> |
| Approve | 4. <u>Minutes of the Regular Meeting of October 10, 2018</u> |
| Approve | 5. <u>Minutes of the Special Committee Meeting of the Budget and Finance Committee of October 22, 2018</u> |
| Approve | 6. <u>Minutes of the Special Meeting of October 26, 2018</u> |

Approve 7. [Minutes of the Special Meeting of October 26, 2018](#)

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

G. OPEN SESSION/PUBLIC HEARING

1. **Transition to District Based Elections** – Receive public input on and provide input regarding the composition of potential Board Member election district boundaries

H. REGULAR AGENDA - ACTION ITEMS

- Presentation 1. State of the Base Briefing by CAPT Rich “Coyote” Wiley, Naval Support Activity Monterey Commanding Officer
- Presentation 2. Fiscal Year 2018 Audit Report by Eugene Ma, Macias, Gini & O’Connell, LLP
- Adopt 3. [Resolution No. 1727, A Resolution Amending Resolution No. 1711 and Approving the Amended Operating Budget and Capital Budget of the Monterey Peninsula Airport District for Fiscal Year Ending 2019](#)
- Adopt 4. [Resolution No. 1728, A Resolution Authorizing and Approving the Construction Service Agreement between the Monterey Peninsula Airport District and Granite Construction for Fred Kane Drive and Short-Term Parking Pavement Rehabilitation](#)
- Adopt 5. [Resolution No. 1729, A Resolution of the Board of Directors of the Monterey Peninsula Airport District Authorizing the City of Del Rey Oaks to Enforce the District’s Laws and Ordinances Within the District’s Boundaries](#)

I. ACCEPTANCE OF DEPARTMENT REPORTS

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

J. BOARD COMMITTEE REPORTS

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

- a. Standing Committees:
 - i. Budget and Finance Directors Leffel & Sabo
 - ii. Air Service, Marketing, Community Relations Directors Cursio & Nelson
 - iii. Airport Property Development and Leases Directors Miller & Nelson
- b. Ad-Hoc Committees:
 - i. Local Jurisdiction Liaison Directors Leffel & Miller
- c. Liaison/Representatives:
 - i. Local Agency Formation Commission Director Leffel Alt: Sabo
 - ii. Regional Taxi Authority Director Leffel Alt: La Pier
 - iii. Transportation Agency for Monterey County Director Sabo Alt: Nelson

K. CLOSED SESSION

1. **REAL PROPERTY NEGOTIATIONS** (Government Code Section 54956.8) The Board will meet with Real Property Negotiators, Executive Director and District Counsel, regarding the properties identified as 2801 Monterey-Salinas Highway, Monterey, CA 93940.
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.

L. RECONVENE TO OPEN SESSION

M. PENDING REQUESTS FOR FUTURE AGENDA ITEMS

- *Fort Ord Reuse Authority Presentation on the Eastside Parkway Project (tabled until completion of EIR)*
- *Discussion Regarding Current Parking Situation and Future Options (invite Bob Linehart, Republic Parking, to January Board meeting to provide recommendations)*
- *AMBAG Ex-Officio Representation*

N. 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.)

O. 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. 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 BUDGET & FINANCE COMMITTEE MEETING OF THE MONTEREY PENINSULA AIRPORT DISTRICT BOARD OF DIRECTORS

October 8, 2018 - 10:00 AM - Board Room

A. CALL TO ORDER

Director Sabo called to order the Finance Committee Meeting of the Board of Directors at 10:00 AM. Director Leffel, Director Sabo, Executive Director La Pier, and Deputy Executive Director of Finance and Administration Bergholz were present.

Presented the following documents to the Budget and Finance committee members:

August 2018 Financial Statements
August 2018 Financial Statement Variance Analysis
August 31, 2018 Accounts Receivable Aged Invoice Report
Annual Republic Parking Length of Stay reports for 2016, 2017 and YTD 2018
Air Carrier Origination and Destination data for 1st Quarter 2018
PG&E Electrical Usage vs Solar Generation Nov 15, 2017 to Sep 13, 2018 report

B. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

None.

C. PUBLIC COMMENTS

None.

D. REGULAR AGENDA – ACTION ITEMS

Reviewed 1. FYTD 2018 Financial Statements

Reviewed overall financial performance of the airport as of August 31, 2018.

August 2018 combined airport operating revenues are \$860.5K which is \$46.5K (5.7%) higher than budget (\$814.0K) and FYTD revenues are \$1.65M which is \$56.1K (3.5%) higher than budget (\$1.59M). The August favorable revenue variance is attributed to higher Commercial Aviation fees, Terminal Concessions, General Aviation Fees, Non-Aviation Tenant Fees and Miscellaneous Other Operating Revenues. These higher revenues offsets lower Taxi and Parking fees.

August operating expenses are under budget by \$51.9K (7.3%). August's net favorable expenses variance resulted from the following: Salary & Wage and Employer Payroll Tax Expenses are \$2.7K lower than budget, Employer Benefit Expenses under budget by \$6.9K, Personnel Related Expenses are over budget by \$1.2K, Business Related Expenses on budget, Expendable / Consumable Supplies & Materials expenses are over by \$1.4K, Repair & Maintenance expenses are under budget by \$24.1K, Professional Services for August are under budget \$16.3K. Marketing related expenses are under budget \$3.4K., Outside Services and Utilities expenses for are materially on budget.

August FYTD Operating Expenses are \$1.27M which is \$147.3K lower than budget (\$1.42M). This favorable variance is attributed to lower expenses that resulted from project timing differences in Repair & Maintenance and Professional Services expense categories. Its expected that most of the larger favorable expense variances will decrease as projects are completed.

With higher than budget operating revenues and lower operating expenses, the August Operating Income is \$201.9K which is \$98.K higher than budget (\$103.4K). FYTD operating income is \$357.9K which is \$203.2K or 131.3% higher than budget (\$154.7K).

Reviewed 2. August 2018 Financial Statement Variance Analysis

Revenues:

CA Landing Fee

Commercial Fuel Flowage Fees

Commercial Fuel Flowage Fees first year budget is 60,000 gallons per month at \$0.05 per gallon or \$3,000 per month. August Fuel Flowage Fees are over budget (\$2.7K) due to an increase of 53K gallons of fuel pumped.

GA Landing Fees

In August car week increased the total number of heavy aircraft landings and fees. Aircraft landing weights increased by total of 4.9M pounds between DMA (3.2M) and MMA (1.7M) for a total increase of \$11.7K in landing fees.

Terminal Concessions

TNC Permit and Trip Fees

Rental Car Concessions

Parking Concession

In August parking concessions vehicle counts were below budget by 178 cars with a daily unfavorable rate variance of \$0.79 per car. (\$5.97 Bud vs \$5.18 Act). Long term parking stays are driving most of the unfavorable variance.

General Aviation Fuel Flowage Fees

Outside Storage

Self-Storage

Utility Charges

Miscellaneous Other Operating Revenue

Expenses:

Finance & Administration:

Dues & Subscriptions

Business Travel & Entertainment

Art Program

Annual Audit / Accounting

The FY18 MGO audit budget included \$29.5K for June to early August services. The District received a \$13.3K invoice for August services. The remainder of the MGO audit services will extend into September and October.

Administration & Finance

Marketing

*Air Service Development
Utilities - Water*

Planning & Development:

Architect & Engineer

Maintenance & Custodial Services:

*CalPERS Retirement
District Vehicle Fuel
Airfield Repair & Maintenance*

Various possible Airfield Repairs and Maintenance were not performed in August since the staff was busy working on the RV Lot 2 for the DRO project.

Terminal Repairs & Maintenance

The August budget included floor repairs by American carpet that were changed to a capital project as Terminal Refresh.

Airport Operations:

None

Police Department:

*Salaries & Wages
Overtime (OT) Pay*

ARFF / Fire Services:

None

Board of Directors:

Business Travel & Entertainment Expense

Other Income and Expense:

*Grants – FAA
Passenger Facility Charges
Depreciation and Amortization Expense*

No additional questions on revenues or expenses.

Review 3. Accounts Receivable Aged Invoice Report / Cash Position Updated

The accounts receivable balance on August 31, 2018 is \$491K. This balance is 65.6% higher than the July 31, 2018 balance and 9.9% higher than the balance on August 31, 2017. The net accounts receivable balance over 60 days old on August 31, 2018 is \$734. This increase in accounts receivables is attributed to timing of collections from August.

The outstanding August accounts receivable invoices on August 26, 2018 total is a credit of \$11.5K. Included in this August 26 balance is one airline invoice totaling approximately \$19.9K which is offset by several small customer prepayments.

Discussion 4. Follow up to questions from September 10 meeting

A. Origin and Destination Load Factors

Committee Members requested that the Airport determine if Load Factor information from origin to destination for each airline operating from the Monterey Regional Airport is available. The Bureau of Transportation Statistics provides summary air carrier load factors by origin and destination 3 months in arrears. Air carriers may represent more than one airline, so some data might be marginally usable. We will continue to investigate and determine if additional usable information is available.

B. Parking Lot Price Plan

Committee Members requested that the Airport investigate a customer incentive or discount program to improve long-term parking revenues. Staff contacted Bob Linehart with Republic Parking (Republic) and asked if Republic had any strategies to improve long-term parking lot usage. Republic Parking provided length of stay reports that show long-term parking lot usage and revenues and suggested possible programs that have had some success. No actions were suggested at this time.

C. PG&E Electrical Usage vs Solar Generation Project Update

Committee Members requested that the Airport provide an update on the PG&E Electrical Usage vs Solar Generation project. The Solar Array System annual generation and usage period begins on November 15, 2017 and ends November 17, 2018. An interim report as of September 13, 2018 was presented to the Committee. The report shows that YTD electricity usage exceeds YTD solar electricity generation by 68.5Kwhs which results in a potential liability of \$26K to the Airport. A final annual generation and usage report will be available in early December 2018.

D. Taxi Services and Charging Station Usage and Revenues

Taxi services and charging station usage and revenues were discussed but no further actions or investigation were suggested.

Discussion 5. Future Agenda Items/Finance Committee Schedule

The next meeting was scheduled for November 12, 2018 at 10:00 AM in the Board Room.

E. ADJOURNMENT

The meeting adjourned at 1:30 PM.

Minutes Approved at the
Meeting of November 14, 2018

Carl M. Miller, Chair

ATTEST

Michael La Pier, AAE
District Secretary

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

October 8, 2018 - 1:00 PM - Board Room

A. CALL TO ORDER

The meeting was called to order at 1:02 PM. Chairman Miller, Director Nelson and Executive Director La Pier were present.

B. COMMUNICATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS

None.

C. PUBLIC COMMENTS

None.

D. REGULAR AGENDA – ACTION ITEMS

Discussion 1. Golden Tee Conditional Lease Extension

Executive Director La Pier introduced a conditional lease extension for 4 Local, Inc. dba Golden Tee. He indicated the lease extension is for 5 years as called for in the original agreement. The extension was made conditional since the current operator has expressed an interest in selling the business. The business is made more marketable if the lease is extended. The extension is being made conditional so that if the current owner does not find a willing and approved buyer by December 1, 2019 the lease extension is rescinded. The Airport at that time would have the right to renegotiate a new agreement with the current operator or enter into a Request for Proposals process to find a new operator.

The committee and the Executive Director had general discussions regarding the proposed lease extension and the options available to the current tenant and the airport. After discussion, the committee agreed to bring the proposed lease extension to the Board for consideration at the next Board meeting.

Discussion 2. Schedule Next Meeting

No meeting was scheduled.

E. ADJOURNMENT

The meeting was adjourned at 1:53 PM.

Minutes Approved at the
Meeting of November 14, 2018

Carl M. Miller, Chair

A T T E S T

Michael La Pier, AAE
District Secretary

MINUTES OF THE AIR CARRIER SERVICE - MARKETING - COMMUNITY RELATIONS COMMITTEE MEETING OF THE MONTEREY PENINSULA AIRPORT DISTRICT BOARD OF DIRECTORS

October 8, 2018 - 2:30 PM - Board Room

A. CALL TO ORDER

The meeting was called to order at 2:34 PM. Director Cursio, Director Nelson and Executive Director La Pier were in attendance.

B. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

None.

C. PUBLIC COMMENTS

None.

D. REGULAR AGENDA – ACTION ITEMS

Discussion 1. Air Service Update

Executive Director La Pier discussed current airfares for United Airlines in response to their new Denver service. He shared with the committee several examples found on the United Airlines website. The committee and the Executive Director discussed the fare situation and the potential problems the fares may create. It was the committee recommendation that the Executive Director reach out to United Airlines corporate office to discuss and hopefully resolve. The committee asked to be kept up to date on the discussions.

Discussion 2. Response to Inquiry

Executive Director La Pier provided the committee with a copy of a letter from Pasadera Home Owners Association. This letter was the basis for the presentation by the HOA at the last Committee meeting. A response to the letter was discussed. Executive Director La Pier indicated he was going to ask the full Board to approve the creation of a new part-time Operations position that would allow Operations to be more focused on noise related issues and to work closely with FAA to monitor aircraft activities. The committee and the Executive Director discussed the new position and the monitoring activities contemplated. The committee agreed this was an appropriate response to the concerns expressed by the Pasadera group and would support the request to create the new position.

Review 3. Passenger Comment Cards

Passenger comment card report was reviewed by the committee.

Review 4. Noise Complaint Report

The noise complaint log was reviewed by the committee.

Discussion 5. Schedule Next Meeting

No meeting was scheduled.

E. ADJOURNMENT

The meeting was adjourned at 3:15 PM.

Minutes Approved at the
Meeting of November 14, 2018

Carl M. Miller, Chair

A T T E S T

Michael La Pier, AAE
District Secretary

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

October 10, 2018 - 10:00 AM - Board Room

A. CALL TO ORDER/ROLL CALL

Chair Miller called to order the Regular Meeting of the Board of Directors at 10:00 AM. Directors Cursio, Nelson and Sabo were present. Director Leffel arrived at 10:09 AM. The following District Officers were present: Executive Director La Pier, District Counsel Huber, Acting District Secretary Porter and Deputy Executive Director Bergholz.

B. PLEDGE OF ALLEGIANCE

Executive Director La Pier led the Pledge of Allegiance.

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

Executive Director La Pier noted that an attachment was passed out to each member of the Board as an attachment to the Minutes of the Air Carrier Service, Marketing and Community Relations Committee of September 10, 2018. He also stated that some of the environmental team members from Coffman were present to deliver a brief recap of the previous days public meeting.

Jim Harris, President, Coffman Associates, stated that the draft Environmental Impact Report for the proposed Airport Master Plan was presented at a public meeting the night before and comments were received (4-5 oral comments and 2-3 written comments). Members of the public from Monterey, Del Rey Oaks and the Kona neighborhood were in attendance. He noted that most comments centered around the topics of the development of the North Side road and traffic and land use compatibility on the North Side. He stated that the comment period would close on October 31st and once closed, formal responses to each comment would be made. The EIR would then be brought to the Board for formal action.

Executive Director La Pier stated that CAPT Rich "Coyote" Wiley, Naval Support Activity Monterey Commanding Officer, would not be in attendance and the presentation (Item G.2) would be tabled until a future date.

Chair Miller acknowledged the media coverage that the Airport received on the inaugural flight celebration for United's new service to Denver International Airport and thanked staff for their work in putting the celebratory event together.

Executive Director La Pier also acknowledged staff and Chidlaw Marketing for their efforts in regards to the event.

D. PUBLIC COMMENTS

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.)

- Approve 1. Minutes of the Committee Meeting of the Budget and Finance Committee of September 10, 2018
- Approve 2. Minutes of the Committee Meeting of the Air Carrier Service, Marketing and Community Relations Committee of September 10, 2018
- Approve 3. Minutes of the Committee Meeting of the Airport Property Development and Leases Committee of September 10, 2018
- Approve 5. Minutes of the Special Meeting of September 10, 2018
- Approve 4. Minutes of the Regular Meeting of September 12, 2018
- Approve 5. Minutes of the Special Meeting of September 20, 2018

Director Nelson moved to approve Consent Agenda Items E.1 through E.5. Director Leffel seconded the motion. The motion passed unanimously.

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

None.

G. REGULAR AGENDA - ACTION ITEMS

- Adopt 1. Resolution No. 1725, A Resolution of the Board of Directors of the Monterey Peninsula Airport District Upon the Retirement of Commander Al Porter Acknowledging his 11 Years of Distinguished and Dedicated Service to the District

Executive Director La Pier presented Item G.1, acknowledging Commander Al Porter’s hard work in keeping the Police Department glued together, especially through all the changes over the last year.

Chief Jeff Hoyne echoed La Pier’s comments and wished Al all the best in retirement.

Director Sabo stated that Al brought up and enhanced the level of professionalism with in the Police Department and thanked him for his service to the District. Directors Cursio, Nelson and Leffel offered their congratulations and thanked Al for his leadership.

Deputy Executive Director Bergholz stated that airport staff always counted on Al, and his attitude and service were greatly appreciated.

Public Comment: Matt Wright, General Manager, Monterey Fuel Company, spoke on behalf of Monterey Fuel Company in congratulating Al for his service and wished him the best of luck in his retirement.

Chair Miller read and presented the Resolution to Commander Porter. Director Sabo moved to adopt Resolution No. 1725. Director Leffel seconded the motion. The motion passed unanimously by a roll call vote of 5-0.

RESOLUTION NO. 1725

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT UPON THE RETIREMENT OF COMMANDER AL PORTER ACKNOWLEDGING HIS 11 YEARS OF DISTINGUISHED AND DEDICATED SERVICE TO THE DISTRICT

WHEREAS, Commander Al Porter has faithfully served as an employee of the Monterey Regional Airport's Police Department since October 1, 2007, providing more than ten years of service and commitment, and will retire from service on October 4, 2018; and

WHEREAS, Commander Porter's knowledge, professionalism and work ethic, has truly complimented the mission of the Monterey Peninsula Airport District; and

WHEREAS, Commander Porter's loyalty and dedication to the District and his fellow officers has been noticed throughout the airport by employees, Board of Directors, tenants and the public; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Monterey Peninsula Airport District commend Commander Porter for his 11 years of distinguished and dedicated service to the District; and

BE IT FURTHER RESOLVED, that the valuable services of Commander Porter be memorialized by resolution on the occasion of his retirement on October 4, 2018.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 10th day of October 2018 by the following roll call vote:

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

Presentation 2. State of the Base Briefing by CAPT Rich "Coyote" Wiley, Naval Support Activity Monterey Commanding Officer

Item G.2 was tabled until a future date.

Presentation 3. Association of Monterey Bay Area Governments (AMBAG) Regarding Ex Officio Board Membership

Executive Director La Pier introduced Item G.3, stating that the presentation was by request of the Board.

Maura Towney, Executive Director, Association of Monterey Bay Area Governments (AMBAG), presented to the Board, providing an overview of AMBAG including information on their Board as well as the benefits, programs and services they provide. She also noted the regional collaboration and coordination efforts that they make. She stated that she would take the Board's request to become an Ex-Officio member to the AMBAG Executive Committee for approval and will be in communication with airport staff.

Approve 4. Conditional Lease Extension for 4 Locals, Incorporated

Executive Director La Pier presented Item G.4. He stated the 4 Locals, Incorporated (Golden Tee) has expressed interest in selling their business but the remaining term of their lease is very short, which is not an endearing selling point. He explained the conditions of the proposed lease extension.

District Counsel Huber stated that he would add the following clause to the conditional lease extension: "In the event that the Airport constructs and utilizes a new terminal for passenger use at any time during the extended term as outlined in this paragraph, this extended term shall terminate immediately upon relocation of the airport services to the new terminal without compensation to Lessee."

Director Leffel moved to approve the Conditional Lease Extension for 4 Locals, Incorporated with the suggested amendment from District Counsel. Director Cursio seconded the motion. The motion passed unanimously by a roll call vote of 5-0.

A break was taken from 11:22 AM to 11:31 AM.

Adopt 5. Resolution No. 1726, A Resolution Authorizing and Approving the Creation of a Part-Time Operations Supervisor Position and Amending the Fiscal Year 2019 Salary Schedule Listing Salary Ranges for the Monterey Peninsula Airport District

Executive Director La Pier presented Item G.5, stating that with the changes in the Police Department, the Airport's TSA and Airport Security Coordinator role will stay in house, not contracted out. He stated that this new position would also manage the Airport's noise complaints and noise abatement program enforcement.

Director Cursio moved to adopt Resolution No. 1726. Director Leffel seconded the motion. The motion passed by a roll call vote of 4-1.

RESOLUTION NO. 1726

A RESOLUTION AUTHORIZING AND APPROVING THE CREATION OF A PART-TIME OPERATIONS SUPERVISOR AND AMENDING THE FISCAL YEAR 2019 SALARY SCHEDULE LISTING SALARY RANGES FOR THE MONTEREY PENINSULA AIRPORT DISTRICT

WHEREAS, the Monterey Peninsula Airport District has discontinued the Monterey Peninsula Airport Police Department and contracted all police services with the City of Del Rey Oaks effective October 1, 2018; and

WHEREAS, the City of Del Rey Oaks Police Chief is currently the designated primary Airport Security Coordinator; and

WHEREAS, the Executive Director has determined that the role of the Airport Security Coordinator is better served by Airport staff, the creation of a part-time Operations Supervisor position is required,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: That the creation of a Part-time Airport Operations Supervisor and associated pay rate hereby be 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 2018 Salary Schedule" listing salary ranges and pay ranges.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 10th day of October 2018 by the following roll call vote:

AYES: **DIRECTORS:** Cursio, Leffel, Nelson, Chair Miller

NOES:	DIRECTORS:	Sabo
ABSTAIN:	DIRECTORS:	None
ABSENT:	DIRECTORS:	None

H. ACCEPTANCE OF DEPARTMENT REPORTS

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

I. BOARD COMMITTEE REPORTS

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

- a. Standing Committees:
 - i. Budget and Finance Directors Leffel & Sabo
 - ii. Air Service, Marketing, Community Relations Directors Cursio & Nelson

Chair Miller opened up to public comment, knowing that there were Pasadera Community members present to discuss noise.

Public Comment: Bill McCrone, representing the Pasadera Community's Airport Noise Committee, stated that noise has increased dramatically and the closer proximity of aircraft to households is becoming more prevalent. He noted that after Pasadera bringing a letter to the Air Service Committee last month, they were anticipating the Committee bringing action to the Board.

Public Comment: Jeff Caplin, also representing the Pasadera Community's Airport Noise Committee, stated that commercial flight traffic has increased by 14% year over year and they just want to see air traffic redirected over Highway 68 whenever weather permits. He noted that they appreciate all the work the airport has done up to this point to alleviate noise issues and appreciates seeing that the airport will be hiring a part-time employee to work as a noise liaison.

- iii. Airport Property Development and Leases Directors Miller & Nelson

- b. Ad-Hoc Committees:
 - i. Local Jurisdiction Liaison Directors Leffel & Miller

- c. Liaison/Representatives:
 - i. Local Agency Formation Commission Director Leffel Alt: Sabo
 - ii. Regional Taxi Authority Director Leffel Alt: La Pier
 - iii. Transportation Agency for Monterey County Director Sabo Alt: Nelson
 - iv. Special Districts Association Liaison Director Miller Alt: Sabo

A break was taken from 12:42 PM until 12:50 PM.

J. CLOSED SESSION

The Board entered into Closed Session at 12:50 PM.

1. **REAL PROPERTY NEGOTIATIONS** (Government Code Section 54956.8) The Board will meet with Real Property Negotiators, Executive Director and District Counsel, regarding the properties identified as 2801 Monterey-Salinas Highway, Monterey, CA 93940.
2. **POTENTIAL LITIGATION** (Government Code section 54956.9(d)(4)) the Board will meet with the Executive Director and District Counsel to discuss potential initiation of litigation – one case.

K. RECONVENE TO OPEN SESSION

The Board returned to Open Session at 1:31 PM.

Chair Miller reported that no action was taken during Closed Session.

L. PENDING REQUESTS FOR FUTURE AGENDA ITEMS

- *Fort Ord Reuse Authority Presentation on the Eastside Parkway Project (tabled until completion of EIR)*

M. DISCUSSION OF FUTURE AGENDAS

- *Discussion Regarding Current Parking Situation and Future Options (invite Bob Linehart, Republic Parking, to January Board meeting to provide recommendations)*

District Counsel Huber mentioned the following dates for future public hearings regarding By District elections:

*Friday, October 26, 2018 at 10:00 am
Friday, October 26, 2018 at 6:00 pm
Wednesday, November 14, 2018 at 10:00 am
Monday, November 26, 2018 at 10:00 am*

He stated that the purpose of the October 26 public hearings is to receive public input on and provide input regarding the composition of potential Council election district boundaries. Following the initial October 26 public hearings, draft maps of potential Board Member election district boundaries will be published for consideration and public input at the November 14 and November 26 public hearings.

N. ADJOURNMENT

The meeting adjourned at 1:44 PM.

Minutes Approved at the
Meeting of November 14, 2018

Carl M. Miller, Chair

ATTEST

Michael La Pier, AAE
District Secretary

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

October 22, 2018 - 9:00 AM - Administration Office Conference Room

A. CALL TO ORDER

Director Sabo called to order the Finance Committee Meeting of the Board of Directors at 9:00 AM. Director Leffel, Director Sabo, Executive Director La Pier, and Deputy Executive Director of Finance and Administration Bergholz were present.

Macias Gini and O'Connell (MGO) Audit Partner Eugene Ma was present for the meeting by conference call.

Presented the following documents to the Budget and Finance committee members:

Draft Fiscal Year 2018 Audited Financial Statements

Draft Fiscal Year 2018 Auditor's Report on Federal Awards

Draft Fiscal Year 2018 Auditor's Report on Passenger Facility Charge Program

B. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

None.

C. PUBLIC COMMENTS

None.

D. REGULAR AGENDA – ACTION ITEMS

Review 1. Fiscal Year 2018 Draft Audited Financial Statements

Eugene Ma, MGO Audit Partner presented the fiscal year 2018 draft audited financial statements report, auditor's report on federal awards and the passenger facilities charge program. Mr. Ma explained that the draft audit reports were in second partner review and some presentation changes to the report may occur.

The final fiscal year 2018 audit reports and report to the Board of Directors would be presented on November 14, 2018.

The next meeting was scheduled for November 12, 2018 at 10:00 AM in the Board Room.

E. ADJOURNMENT

The meeting adjourned at 11:30 AM.

Minutes Approved at the
Meeting of November 14, 2018

Carl M. Miller, Chair

A T T E S T

Michael La Pier, AAE
District Secretary

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

October 26, 2018 - 10:00 AM - Board Room

A. CALL TO ORDER/ROLL CALL

Chair Miller called to order the Special Meeting of the Board of Directors at 10:00 AM. Directors Cursio, Leffel, Nelson and Sabo were present. The following District Officers were present: Executive Director La Pier, District Counsel Huber, and Acting District Secretary Kim.

B. PLEDGE OF ALLEGIANCE

District Counsel Huber led the Pledge of Allegiance.

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

None.

D. OPEN SESSION/PUBLIC HEARING

- 1. Transition to District Based Elections** – Receive public input on and provide input regarding the composition of potential Board Member election district boundaries.

Doug Johnson, Consultant, National Demographics Corporation, presented information to the Board regarding the California Voting Rights Act, including the differences between “At Large”, “From District” and “By District” election systems and the impacts each one has. He also presented demographic population distribution information in the surrounding area and gave sample map examples.

District Counsel Huber noted that following the initial October 26 public hearings, draft maps of potential Board Member election district boundaries would be published on the District website on or before October 29, 2018 for consideration and public input at the November 14 and November 26 public hearings. The maps would get adopted by the Board of Directors at a Special Meeting on November 26, 2018.

No members of the public were in attendance to provide comments or express opinions.

E. ADJOURNMENT

The meeting adjourned at 11:17 AM.

Minutes Approved at the
Meeting of November 14, 2018

Carl M. Miller, Chair

A T T E S T

Michael La Pier, AAE
District Secretary

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

October 26, 2018 - 6:00 PM - Board Room

A. CALL TO ORDER/ROLL CALL

Chair Miller called to order the Special Meeting of the Board of Directors at 6:00 PM. Directors Nelson and Sabo were present. The following District Officers were present: Executive Director La Pier, District Counsel Huber, and Acting District Secretary Kim.

B. PLEDGE OF ALLEGIANCE

Doug Johnson, Consultant, National Demographics Corporation, led the Pledge of Allegiance.

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

None.

D. OPEN SESSION/PUBLIC HEARING

- 1. Transition to District Based Elections** – Receive public input on and provide input regarding the composition of potential Board Member election district boundaries.

Doug Johnson, Consultant, National Demographics Corporation, was present to answer any additional questions from the Board. No questions were asked.

No members of the public were in attendance to provide comments or express opinions.

E. ADJOURNMENT

The meeting adjourned at 6:06 PM.

Minutes Approved at the
Meeting of November 14, 2018

Carl M. Miller, Chair

A T T E S T

Michael La Pier, AAE
District Secretary

AGENDA ITEM: H-3a
DATE: November 14, 2018

TO: Monterey Peninsula Airport District Board of Directors
FROM: Michael La Pier, A.A.E., Executive Director
SUBJ: Resolution No. 1727, A Resolution Amending Resolution No. 1711 and Approving the Amended Operating Budget and Capital Budget of the Monterey Peninsula Airport District for Fiscal Year Ending 2019

BACKGROUND. The FY19 Budget approved in June 2018 included estimates based on information available to staff. The following events will have a material impact on the FY19 Operating and Capital Budgets and staff recommends the budgets be amended.

FY19 Budget includes \$105K estimate for election expenses. Subsequent to July 1, 2019 the Monterey County Elections Office notified the District that Directors up for reelection would run uncontested. As a result, the \$105K of election expenses could be removed from the FY19 Operating Budget.

On September 12, 2018 the District approved a contract with the City of Del Rey Oaks to provide Law Enforcement Services commencing on October 1, 2018. Terms of the contract included termination of all police officers and closing the District's police station which had a material impact on the District's Fiscal Year 2019 Budget.

Announcement of new flights by both United and American airlines required additional marketing focus by the District.

While preparing the amended financial budget the Staff also incorporated changes to other revenues and expenses that were unknown during the preparation of the fiscal year 2019 budget. The net impact of the revised fiscal year 2019 budget is an improvement of \$60,346 in Net Position.

The District's fiscal year 2019 Capital Budget also included estimates for AIP and District funded capital projects. Specific AIP and District funded projects have been reevaluated and changes have been incorporated into the revised fiscal year 2019 Capital Budget. The incorporated Capital Budget changes resulted in an increase in AIP funded projects of \$32,703 and an increase in District funded projects of \$97,300.

Details of the Fiscal Year 2019 Operating and Capital Budget amendments are included in the attached memo.

The proposed Amended Fiscal Year 2019 Operating and Capital Budgets are provided for your review and adoption.

BUDGET SUMMARY

A. ENTERPRISE ACTIVITY

1.	Operating Revenue:	\$8,811,392
2.	Operating Expense:	<u>8,329,182</u>
	Net Income from Operations:	482,210
3.	Interest Income:	64,200
4.	Interest Expense – 2012 POB & CEC Loan:	<u>86,454</u>
	Net Income:	459,956
5.	Other Revenue / Expense:	<u>(3,369,952)</u>
	Change in Net Position:	(\$2,909,996)

B. CAPITAL IMPROVEMENTS PROGRAM (CIP)

1.	Federal AIP Grants:	\$2,318,062
2.	Passenger Facilities Charges (PFC):	344,969
3.	District Contributions:	<u>192,563</u>
	Total Co-Funded CIP Program:	2,855,594
4.	District- Financed CIP	1,790,000
4.	District-Only Funded CIP / Acquisitions:	<u>504,800</u>
	Total FY19 CIP Program:	<u>5,510,394</u>
5.	Net District Contribution to CIP Program:	(\$ 696,763)

DISTRICT EQUITY. As of June 30, 2018: Unrestricted Net Position is -\$5,710,374. The projected Unrestricted Net Position at June 30, 2019 is -\$5,741,228, a \$30,854 decrease.

RECOMMENDATION. Adopt Resolution No. 1727, Authorizing and Approving the Revised Operating Budget and Capital Budget of the Monterey Peninsula Airport District for Fiscal Year 2019.

TO: Mike La Pier, Executive Director
FROM: Tim Bergholz, Deputy Executive Director Finance and Administration
SUBJ: Details of Fiscal Year 2019 Budget Amendments

BACKGROUND. The FY19 Budget approved in June 2018 included estimates based on information available to Staff. The following adjustments would have a material impact on the FY19 Operating and Capital Budgets and staff recommends the budgets be amended.

SCOPE. Amendments to the FY19 budget will be summarized by revenue category and expenses by department. The following are recommended changes to the FY19 budget.

REVENUES:

Terminal Concession - FY19 Terminal Concession includes vendors leasing space and providing commissions based on monthly sales. Lamar Advertising and Gifts and More both continued to exceed their FY19 estimates. Lamar estimated revenues have exceeded budget by 50% and as a result their fiscal year estimate should be increased by \$23.4K. Gifts and More revenues have exceeded budget by 23% and as a result their fiscal year estimate has been increase by \$4.4K. Combined Terminal Concession budget should increase by \$27.8K.

TNC Trip Fees – FY19 Uber and Lyft fees continue to exceed expectation. In FY18 12% of all passengers used TNC services. In FYTD19 17% of passengers are using TNC services. To recognize the FY19 growth in TNC revenues the budget should be increased 20% or \$26.2K.

Parking Fees – Parking customers continue to use the services, but duration of long-term revenues continues to decline. Since July 1 customer parking volumes are near budget but the per day fees have decrease by approximately \$0.65 to \$0.95. per day. The recommendation is to lower Parking revenues by 14.8% or \$129.1K.

GA Fuel Flowage Fees – GA Fuel Flowage Fees have continued to exceed the FY19 budget with increased activity at both Monterey Jet Center and Del Monte Aviation. Current trends suggest that budgeted FY19 GA Fuel Flowage Fees should increase 16.9% or \$57.8K.

Outside Storage – FY19 Outside Storage rents have consistently exceeded budget. Two tenants suggested that they would be leaving and were removed from the FY19 budget. Both tenants continue to rent and are expected to remain as tenants for the FY19. The result is a 28% increase in Outside Storage rents or \$24.7K.

Miscellaneous Other Revenues – FY19 Miscellaneous Other Revenues budget did not include SDRMA worker's comp reimbursements or rebates and payroll tax refunds. Since July 1, 2018 the District has received a FY18 worker's comp premium rebated of \$11.2K and FICA payroll

tax refunds of \$5.3K. The District will receive worker's comp reimbursement through October which are estimated at \$18K. The Miscellaneous Other Revenues should increase by \$34.5K to reflect these additional revenues.

IMPACT ON OPERATING REVENUE.

The adjustments to revenues suggested above would increase FY19 revenues by \$42K.

EXPENSES:

Finance and Administration -- expenses include the following suggested changes:

Executive Director's compensation increased by \$11.1K and were unbudgeted

Change in CalPERS Medical participation and rates will decrease expenses by \$15.7K

Increase Marketing expenses to support new flights by both United and American airlines \$20K

District legal fees for settlement of a claim of increased legal expense by \$10K

PG&E electrical expense solar true up for first year of operation is estimated to be \$30K

Net change in Finance and Administration expense is an increase of \$55.4K

Planning and Development -- expense includes the following suggested changes:

Staff compensation will decrease by \$3K due to difference in hiring

CalPERS allocated retirement will increase to correct an error with no change to total budget

Change in CalPERS Medical participation and rates will decrease expenses by \$6.1K

Net change in Planning and Development expense is an increase of \$8.8K

Maintenance and Custodial Services -- expenses include the following suggested changes:

Staff compensation decrease of \$5.3K from a change in staffing

CalPERS allocated retirement will decrease to correct an error with no change to total budget

Net change in Maintenance and Custodial Services expense is a decrease of \$25.8K

Airport Operations -- expenses include the following suggested changes:

Staff compensation will increase of \$39.2K with the addition of a part-time Airport Security Coordinator (ASC)

CalPERS allocated retirement will increase to correct an error with no change to total budget, and the addition of a part-time employee

Change in CalPERS Medical participation and rates will decrease expenses by \$7.2K

Addition of Seminars and Business Travel expenses for training of staff and new ASC \$4.3K and the purchase of a new cell phone \$0.7K

Net change in Airport Operations expense is an increase of \$42.2K

Police Department -- expenses include the following suggested changes:

Reduction of Staff and benefits, and payout of vacation, comp-time and sick-time on October 1, 2018 resulting in a compensation savings of \$716.8K

Reduction of operating expenses from closure of Police department \$72.3K

Addition of Law Enforcement Services contract resulting in an increase of \$823.1K
Net change in Police Department expenses is an increase of \$33.9K

ARFF/ Fire Services -- expenses include the following suggested changes:
Increase in District Vehicle Repairs and Maintenance for repairs to the ARFF vehicle \$37.0K

Board of Directors -- expenses include the following suggested changes:
Reduction for savings from uncontested Board or Director elections \$105K

IMPACT ON OPERATING EXPENSE.

The change in net department expenses is an increase in operating expenses of \$46.7K

IMPACT ON OPERATING INCOME.

The change in revenues and net department expenses is a decrease in operating income of \$4.7K

IMPACT ON OTHER INCOME AND EXPENSES.

Included in the DRO Law Enforcement Services contract is a transfer of assets (vehicles, firearms and equipment) from the District to DRO. The results are a recognized gain on the sale of assets and the recognition of a prepayment for service to DRO of \$65K. The prepayment will be amortized over 12 months beginning October 1, 2018.

IMPACT ON CAPITAL EXPENSE.

The following are proposed increases to the FY19 Capital Budget:

2018-09 Runway 10L-28R Overlay and PAPI Installation estimate for engineering services increased \$32.7K and will be funded by AIP and PFC's.

2019-06 Pavement Rehabilitation -- Approved FY19 capital budget included \$207K for the repaving Fred Kane Drive and the Premium Parking lot in front of the terminal. Final estimates from contractors increased the costs by \$65K to a revised total for the project of \$335K.

2019-07 RV Lot 2 construction project was approved by the BOD as part of a JPA with DRO but was not included in the land improvement capital budget. The original estimated cost of the project was \$25K and actual cost was \$32.3K.

The proposed Capital Budget changes resulted in an increase in AIP funded projects of \$36,304 and an increase in District funded projects of \$93,700.

RESOLUTION NO. 1727

A RESOLUTION AMENDING RESOLUTION NO. 1711 AND APPROVING THE AMENDED OPERATING BUDGET AND CAPITAL BUDGET OF THE MONTEREY PENINSULA AIRPORT DISTRICT FOR FISCAL YEAR ENDING 2019

WHEREAS, Executive Staff recommends the FY19 Operating and Capital Budgets be amended to reflect material financial changes in District expected operations.

WHEREAS, it is the desire of the Board of Directors to amend the "Fiscal Year 2019 Operating Budget and Capital Budget" to reflect the inclusion of anticipated changes in operations resulting in significant changes to the Operating Budget.

WHEREAS, it is the desire of the Board of Directors to amend the "Fiscal Year 2019 Operating Budget and Capital Budget" to update changes in revenues and expenditures identified since the approval of Resolution No. 1711.

WHEREAS, the revenues and expenditures of the District for the Fiscal Year 2019 are hereby appropriated as set forth and segregated in the amended Operating Budget and the Capital Budget, and

WHEREAS, all amended operating and capital expenditures for the Fiscal Year 2019 as set forth in the District Amended Operating Budget and 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, and

WHEREAS, all debt service expenditures, interest and principal, for the Fiscal Year 2019 are identified and shall be payable in such time, form and manner as prescribed by contract or covenant, are hereby approved, and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT, that the Fiscal Year 2019 District Operating Budget change in Net Position is decreased by \$82,846 for a loss of \$2,887,496 and Capital Budget is increased by \$130,004, to a total amount of \$5,150,394 effective immediately.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 14th day of November 2018 by the following roll call vote:

AYES:	DIRECTORS:
NOES:	DIRECTORS:
ABSTAIN:	DIRECTORS:
ABSENT:	DIRECTORS:

Signed this 14th day of November 2018

Carl M. Miller, Chair

ATTEST

Michael La Pier, AAE
District Secretary

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA,
AMENDED OPERATING BUDGET -- FISCAL YEAR 2018
ADOPTED BY THE MPAD BOARD OF DIRECTORS BY RESOLUTION NO. 1727, NOVEMBER 14, 2018**

Amended Operating Plan -- Income Statement -- Fiscal Year 2019
For the Twelve Periods Ending 06/30/2019

Date 10-31-2018

	FY 2019 FULL YEAR AMENDED BUDGET	FY 2019 FULL YEAR BUDGET	\$ FY 2019 VARIANCE BUD/BUD	% FY 2019 VARIANCE BUD/BUD
OPERATING REVENUE				
TERMINAL				
Commercial Aviation Fees	768,987.00	768,987.00	-	0.0%
Rents	1,732,278.93	1,732,278.93	-	0.0%
Concessions	215,986.00	188,191.00	27,795.00	14.8%
TNC / TCP & Taxi Permits & Trip Fees	245,519.00	219,289.00	26,230.00	12.0%
Rental Car	1,136,380.00	1,136,380.00	-	0.0%
Parking	742,608.00	871,752.00	(129,144.00)	-14.8%
HEAVY GENERAL AVIATION				
General Aviation Landing Fees	366,474.00	366,474.00	-	0.0%
FBO Rent	696,216.00	696,216.00	-	0.0%
Fuel Flowage Fees	393,942.00	336,123.00	57,819.00	17.2%
LIGHT GENERAL AVIATION				
	456,336.00	456,336.00	-	0.0%
NON-AVIATION RENTS				
	1,690,971.53	1,666,176.53	24,795.00	1.5%
OTHER OPERATING REVENUE				
	365,693.34	331,193.34	34,500.00	10.4%
TOTAL OPERATING REVENUE:	8,811,391.80	8,769,396.80	41,995.00	0.5%
OPERATING EXPENSE				
Finance & Administration	2,059,514.00	2,004,125.00	55,389.00	-2.7%
Planning & Development	508,446.00	499,606.00	8,840.00	-1.7%
Maintenance & Custodial Services	1,676,329.00	1,702,160.00	(25,831.00)	1.5%
Airport Operations	506,225.00	463,832.00	42,393.00	-8.4%
Police Department	1,310,803.00	1,276,945.00	33,858.00	-2.6%
Fire Department	2,140,721.00	2,103,721.00	37,000.00	-1.7%
Board of Directors	127,144.00	232,144.00	(105,000.00)	82.6%
TOTAL OPERATING EXPENSE:	8,329,182.00	8,282,533.00	(46,649.00)	-0.6%
OPERATING INCOME	482,209.80	486,863.80	(4,654.00)	1.0%
PLUS: INTEREST INCOME	64,200.00	64,200.00	-	0.0%
LESS: INTEREST EXPENSE - 2012 MPAD POB & CEC	86,453.88	86,453.88	-	0.0%
TOTAL INCOME	459,955.93	464,609.93	(4,654.00)	-1.0%
OTHER REVENUE / (EXPENSE)	(3,369,952.00)	(3,434,952.00)	65,000.00	-198.1%
CHANGE IN NET POSITION	(2,909,996.08)	(2,970,342.08)	60,346.00	-198.0%

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA,
AMENDED OPERATING BUDGET -- FISCAL YEAR 2018**

ADOPTED BY THE MPAD BOARD OF DIRECTORS BY RESOLUTION NO. 1727, November 14, 2018

**Amended Operating Plan -- Income Statement -- Fiscal Year 2019
For the Twelve Periods Ending 06/30/2019**

		FY 2019 FULL YEAR AMENDED BUDGET	FY 2019 ORIGINAL FULL YEAR BUDGET	INCREASE / (DECREASE) FOR FY 2019	FY 2018 FULL YEAR ACTUAL	INCREASE / (DECREASE) FOR FY 2019
Date 10-31-2018						
Operating Revenue						
Commercial Aviation						
Landing Fees	FY 01.0	564,939.00	564,939.00	-	576,304.75	(11,365.75)
RON Fees	FY 01.0	75,460.00	75,460.00	-	83,672.64	(8,212.64)
Apron Fees	FY 01.0	92,584.00	92,584.00	-	94,627.54	(2,043.54)
Fuel Flowage	FY 01.0	36,004.00	36,004.00	-	-	36,004.00
Total Commercial Aviation:		768,987.00	768,987.00	-	754,604.93	14,382.07
General Aviation						
Landing Fee	FY 02.0	366,474.00	366,474.00	-	390,446.46	(23,972.46)
Total General Aviation:		366,474.00	366,474.00	-	390,446.46	(23,972.46)
Terminal Leases & Concessions						
Gate Usage Fees		-	-	-	4,288.00	(4,288.00)
Terminal Space Rent	FY 03.0	1,732,278.93	1,732,278.93	-	1,728,068.35	4,210.58
Terminal Concessions	FY 03.1	215,986.00	188,191.00	27,795.00	215,545.63	440.37
TCP Operators Permits	FY 03.1	8,800.00	8,800.00	-	7,909.99	890.01
Taxi Operators Permits & Trip Fees	FY 03.1	82,782.00	82,782.00	-	89,628.12	(6,846.12)
TNC Permits & Trip Fees	FY 03.1	153,937.00	127,707.00	26,230.00	142,578.00	11,359.00
Rental Car Concessions	FY 03.3	1,136,380.00	1,136,380.00	-	1,141,226.44	(4,846.44)
Parking Concession	FY 03.3	742,608.00	871,752.00	(129,144.00)	842,306.15	(99,698.15)
Tower Lease		-	-	-	-	-
Total Terminal Leases & Concessions:		4,072,771.93	4,147,890.93	(75,119.00)	4,171,550.68	(98,778.75)
Heavy General Aviation Tenants						
FBO Rents	FY 02.0	696,216.00	696,216.00	-	693,360.00	2,856.00
Fuel Flowage Fees	FY 02.0	393,942.00	336,123.00	57,819.00	375,570.54	18,371.46
Total Heavy General Aviation Tenants:		1,090,158.00	1,032,339.00	57,819.00	1,068,930.54	21,227.46
Light General & Other Aviation Tenants						
Facility / Space Rents	FY 04.0	190,596.00	190,596.00	-	192,864.00	(2,268.00)
Hangar Rents	FY 04.0	262,860.00	262,860.00	-	262,025.00	835.00
Tiedown Fees	FY 04.0	2,880.00	2,880.00	-	3,681.00	(801.00)
Total Light General & Other Aviation Tenants:		456,336.00	456,336.00	-	458,570.00	(2,234.00)
Non-Aviation Tenants						
Facility / Space Rents	FY 05.0	1,097,158.53	1,097,158.53	-	1,111,033.32	(13,874.79)
Outside Storage	FY 05.0	110,487.00	85,692.00	24,795.00	139,949.71	(29,462.71)
R V Storage	FY 05.0	121,725.00	121,725.00	-	130,382.00	(8,657.00)
Self-Storage Concession	FY 05.0	355,601.00	355,601.00	-	370,822.37	(15,221.37)
Miscellaneous Non-Aviation Reven	FY 05.0	6,000.00	6,000.00	-	7,131.06	(1,131.06)
Total Non-Aviation Tenants:		1,690,971.53	1,666,176.53	24,795.00	1,759,318.46	(68,346.93)
Other Operating Revenue						
Property Tax Allocation		131,671.50	131,671.50	-	133,351.43	(1,679.93)
Utility Charges	FY 05.0	159,321.84	159,321.84	-	202,466.31	(43,144.47)
Late Fees & Interest	FY 05.0	5,150.00	5,150.00	-	2,163.95	2,986.05
Bail & Traffic Fines	FY 05.0	850.00	850.00	-	4,333.22	(3,483.22)
License Fees		-	-	-	-	-
Tenant Employee Parking, Decals	FY 05.0	30,200.00	30,200.00	-	34,423.50	(4,223.50)
Tenant Plan Reviews, Checks & Inspection		-	-	-	2,974.66	(2,974.66)
Miscellaneous Other Operating Revenue		38,500.00	4,000.00	34,500.00	210,609.15	(172,109.15)
Total Other Operating Revenue:		365,693.34	331,193.34	34,500.00	590,322.22	(224,628.88)
Total Operating Revenue:		8,811,391.80	8,769,396.80	41,995.00	9,193,743.29	(382,351.49)

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA,
AMENDED OPERATING BUDGET -- FISCAL YEAR 2018**

ADOPTED BY THE MPAD BOARD OF DIRECTORS BY RESOLUTION NO. 1727, November 14, 2018

**Amended Operating Plan -- Income Statement -- Fiscal Year 2019
For the Twelve Periods Ending 06/30/2019**

	FY 2019 FULL YEAR AMENDED BUDGET	FY 2019 ORIGINAL FULL YEAR BUDGET	INCREASE / (DECREASE) FOR FY 2019	FY 2018 FULL YEAR ACTUAL	INCREASE / (DECREASE) FOR FY 2019
Operating Expense					
Finance & Administration					
Salary & Wages	731,879.00	725,125.00	6,754.00	723,239.03	8,639.97
Salary & Wage Reimbursement - AIP & Billing	-	-	-	-	-
Overtime (OT) Pay	11,241.00	11,241.00	-	848.59	10,392.41
Employer SSI	46,122.00	45,696.00	426.00	37,557.81	8,564.19
Employer MC	10,822.00	10,726.00	96.00	10,013.07	808.93
Workers' Compensation Insurance	23,335.00	22,718.00	617.00	15,155.86	8,179.14
ADP Processing	2,880.00	2,880.00	-	2,866.26	13.74
CalPERS Retirement	61,353.00	61,389.00	(36.00)	83,600.85	(22,247.85)
CalPERS Health Insurance	117,120.00	132,888.00	(15,768.00)	110,272.85	6,847.15
Flexible Spending Account (FSA)	12,900.00	9,600.00	3,300.00	10,159.69	2,740.31
Dental Insurance	14,652.00	14,652.00	-	12,387.84	2,264.16
Vision Insurance	3,282.00	3,282.00	-	1,044.38	2,237.62
Life Insurance	1,490.00	1,490.00	-	1,323.10	166.90
Retiree Health Insurance	3,228.00	3,228.00	-	3,132.00	96.00
GASB 45 / OPEB Expense	-	-	-	8,166.00	(8,166.00)
Personnel Recruitment & Pre-Employment Expense	1,050.00	1,050.00	-	1,668.43	(618.43)
Temporary Personnel	-	-	-	-	-
Dues & Subscriptions	25,523.00	25,523.00	-	24,434.76	1,088.24
Seminars & Conferences	3,210.00	3,210.00	-	3,207.65	2.35
Professional Development & Education	525.00	525.00	-	-	525.00
Business Travel & Entertainment	22,989.00	22,989.00	-	13,128.35	9,860.65
Public Notices	7,200.00	7,200.00	-	1,489.16	5,710.84
LAFCO Expense	16,000.00	16,000.00	-	15,835.00	165.00
Umbrella Liability Insurance Expense	180,000.00	180,000.00	-	171,518.55	8,481.45
Administrative Meetings / Employee Relations	6,450.00	6,450.00	-	5,372.28	1,077.72
Telephone	24,840.00	24,840.00	-	23,325.03	1,514.97
Telecommunications	3,540.00	3,540.00	-	3,208.31	331.69
Postage & Courier Services	1,200.00	1,200.00	-	1,860.07	(660.07)
Bank Fees & Finance Charges	12,300.00	12,300.00	-	12,113.01	186.99
General Supplies & Materials	1,140.00	1,140.00	-	1,077.49	62.51
Office Supplies & Materials	21,000.00	21,000.00	-	14,725.38	6,274.62
District Vehicle Supplies & Materials	-	-	-	-	-
District Vehicle Fuel	-	-	-	-	-
Office Equipment Repair & Maintenance	11,312.00	11,312.00	-	8,391.51	2,920.49
General Repair & Maintenance	-	-	-	-	-
District Vehicle Repair & Maintenance	-	-	-	-	-
Other / Contract Services	44,026.00	44,026.00	-	3,933.32	40,092.68
Tenant Services	-	-	-	-	-
Art Program	15,000.00	15,000.00	-	20,171.49	(5,171.49)
Annual Audit / Accounting	47,700.00	47,700.00	-	38,335.50	9,364.50
District Legal Counsel	46,000.00	36,000.00	10,000.00	50,586.63	(4,586.63)
Other Legal Services	900.00	900.00	-	834.00	66.00
Computer / LAN / IT	3,160.00	3,160.00	-	2,979.70	180.30
Administration & Finance	10,570.00	10,570.00	-	9,022.92	1,547.08
Human Resources	54,000.00	54,000.00	-	62,883.21	(8,883.21)
Other Professional Services	-	-	-	-	-
Marketing	89,285.00	69,285.00	20,000.00	99,487.97	(10,202.97)
Public Relations	19,520.00	19,520.00	-	19,721.39	(201.39)
Air Service Development	49,000.00	49,000.00	-	86,793.89	(37,793.89)
Utilities - Miscellaneous	1,650.00	1,650.00	-	1,324.46	325.54
Utilities - Electricity	60,000.00	30,000.00	30,000.00	152,510.54	(92,510.54)
Utilities - Natural Gas	50,000.00	50,000.00	-	41,109.44	8,890.56
Utilities - Water	136,500.00	136,500.00	-	160,725.67	(24,225.67)
Utilities - Sewage / Waste Water	26,820.00	26,820.00	-	26,416.54	403.46
Utilities - Solid Waste Disposal	21,000.00	21,000.00	-	19,965.60	1,034.40
Bad Debt Expense	5,000.00	5,000.00	-	392.40	4,607.60
Property Tax & Assessments	800.00	800.00	-	785.66	14.34
Total Finance & Administration:	2,059,514.00	2,004,125.00	55,389.00	2,119,102.64	(59,588.64)

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA,
AMENDED OPERATING BUDGET -- FISCAL YEAR 2018**

ADOPTED BY THE MPAD BOARD OF DIRECTORS BY RESOLUTION NO. 1727, November 14, 2018

**Amended Operating Plan -- Income Statement -- Fiscal Year 2019
For the Twelve Periods Ending 06/30/2019**

	FY 2019 FULL YEAR AMENDED BUDGET	FY 2019 ORIGINAL FULL YEAR BUDGET	INCREASE / (DECREASE) FOR FY 2019	FY 2018 FULL YEAR ACTUAL	INCREASE / (DECREASE) FOR FY 2019
Planning & Development					
Salaries & Wages	255,912.00	258,518.00	(2,606.00)	216,807.82	39,104.18
Salary & Wage Reimbursement - AIP & Billing	(20,000.00)	(20,000.00)	-	(31,914.98)	11,914.98
Overtime (OT) Pay	-	-	-	(152.00)	152.00
Holiday Pay	-	-	-	-	-
Employer SSI	15,884.00	16,040.00	(156.00)	12,482.86	3,401.14
Employer MC	3,722.00	3,766.00	(44.00)	2,919.36	802.64
Workers' Compensation Insurance	8,868.00	9,112.00	(244.00)	8,915.72	(47.72)
ADP Processing	1,080.00	1,080.00	-	841.92	238.08
CalPERS Retirement	59,126.00	41,086.00	18,040.00	61,528.36	(2,402.36)
CalPERS Health Insurance	57,888.00	64,038.00	(6,150.00)	53,758.06	4,129.94
Flexible Spending Account (FSA)	3,600.00	3,600.00	-	3,677.02	(77.02)
Dental Insurance	4,848.00	4,848.00	-	4,708.02	139.98
Vision Insurance	450.00	450.00	-	412.20	37.80
Life Insurance	288.00	288.00	-	245.52	42.48
Retiree Health Insurance	-	-	-	-	-
GASB 45 / OPEB Expense	-	-	-	3,463.00	(3,463.00)
Personnel Recruitment & Pre-Employment Expense	-	-	-	60.00	(60.00)
Temporary Personnel	-	-	-	-	-
Dues & Subscriptions	825.00	825.00	-	587.54	237.46
Seminars & Conferences	810.00	810.00	-	1,114.84	(304.84)
Professional Development & Education	1,895.00	1,895.00	-	2,200.00	(305.00)
Business Travel & Entertainment	4,195.00	4,195.00	-	3,358.15	836.85
Public Notices	1,000.00	1,000.00	-	282.92	717.08
Administrative Meetings / Employee Relations	300.00	300.00	-	-	300.00
Telephone	690.00	690.00	-	204.89	485.11
Telecommunications	1,565.00	1,565.00	-	1,337.57	227.43
Postage & Courier Services	790.00	790.00	-	421.89	368.11
General Supplies & Materials	-	-	-	-	-
Office Supplies & Materials	3,600.00	3,600.00	-	986.23	2,613.77
District Vehicle Supplies & Materials	-	-	-	-	-
District Vehicle Fuel	-	-	-	-	-
Office Equipment Repair & Maintenance	4,800.00	4,800.00	-	5,229.83	(429.83)
District Vehicle Repair & Maintenance	-	-	-	-	-
Other / Contract Services	1,000.00	1,000.00	-	-	1,000.00
Architect & Engineer	45,000.00	45,000.00	-	58,437.99	(13,437.99)
District Legal Counsel	1,320.00	1,320.00	-	-	1,320.00
Other Legal Services	-	-	-	-	-
Computer / LAN & IT	45,490.00	45,490.00	-	59,081.86	(13,591.86)
Environmental	2,500.00	2,500.00	-	5,724.25	(3,224.25)
Other Professional Services	-	-	-	-	-
Public Relations	1,000.00	1,000.00	-	1,016.95	(16.95)
Total Planning & Development:	508,446.00	499,606.00	8,840.00	477,737.79	30,708.21

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA,
AMENDED OPERATING BUDGET -- FISCAL YEAR 2018**

ADOPTED BY THE MPAD BOARD OF DIRECTORS BY RESOLUTION NO. 1727, November 14, 2018

**Amended Operating Plan -- Income Statement -- Fiscal Year 2019
For the Twelve Periods Ending 06/30/2019**

Date 10-31-2018	FY 2019	FY 2019	INCREASE /	FY 2018	INCREASE /
	FULL YEAR	ORIGINAL	(DECREASE)	FULL YEAR	(DECREASE)
	AMENDED BUDGET	BUDGET	FOR	ACTUAL	FOR
			FY 2019		FY 2019
Maintenance & Custodial Services					
Salaries & Wages	609,569.00	614,068.00	(4,499.00)	592,911.49	16,657.51
Salary & Wage Reimbursement - AIP & Billing	-	-	-	(1,468.01)	1,468.01
Pager Pay	8,440.00	8,440.00	-	10,450.00	(2,010.00)
Overtime (OT) Pay	8,817.00	8,817.00	-	10,221.44	(1,404.44)
Holiday Pay	3,461.00	3,461.00	-	3,009.52	451.48
Employer SSI	39,139.00	39,414.00	(275.00)	36,908.29	2,230.71
Employer MC	9,211.00	9,277.00	(66.00)	8,631.90	579.10
Workers' Compensation Insurance	57,576.00	57,983.00	(407.00)	37,027.86	20,548.14
ADP Processing	3,960.00	3,960.00	-	3,270.84	689.16
CalPERS Retirement	97,610.00	119,184.00	(21,574.00)	153,541.63	(55,931.63)
CalPERS Health Insurance	204,102.00	203,112.00	990.00	181,894.94	22,207.06
Flexible Spending Account (FSA)	13,200.00	13,200.00	-	14,582.33	(1,382.33)
Dental Insurance	19,308.00	19,308.00	-	16,532.34	2,775.66
Vision Insurance	1,650.00	1,650.00	-	1,511.40	138.60
Life Insurance	1,056.00	1,056.00	-	873.60	182.40
Retiree Health Insurance	3,228.00	3,228.00	-	3,132.00	96.00
GASB 45 / OPEB Expense	-	-	-	12,238.00	(12,238.00)
Personnel Recruitment & Pre-Employment Expense	-	-	-	-	-
Dues & Subscriptions	-	-	-	-	-
Seminars & Conferences	2,880.00	2,880.00	-	(60.00)	2,940.00
Professional Development & Education	-	-	-	-	-
Business Travel & Entertainment	1,200.00	1,200.00	-	247.14	952.86
Administrative Meetings / Employee Relations	500.00	500.00	-	74.79	425.21
Telephone	2,610.00	2,610.00	-	1,065.90	1,544.10
Telecommunications	1,200.00	1,200.00	-	708.66	491.34
Postage & Courier Services	-	-	-	1.90	(1.90)
Custodial Supplies & Materials	62,112.00	62,112.00	-	55,441.29	6,670.71
General Supplies & Materials	4,080.00	4,080.00	-	1,636.20	2,443.80
Maintenance Supplies & Materials	8,100.00	8,100.00	-	6,643.84	1,456.16
Office Supplies & Materials	500.00	500.00	-	141.99	358.01
District Vehicle Supplies & Materials	3,600.00	3,600.00	-	5,105.02	(1,505.02)
District Vehicle Fuel	24,000.00	24,000.00	-	21,655.11	2,344.89
Airfield Repair & Maintenance	202,320.00	202,320.00	-	160,479.48	41,840.52
Terminal Repair & Maintenance	126,000.00	126,000.00	-	86,151.44	39,848.56
Rental Space Repair & Maintenance	13,800.00	13,800.00	-	12,154.14	1,645.86
Landscape & Grounds Repair & Maintenance	33,600.00	33,600.00	-	9,756.29	23,843.71
Office Equipment Repair & Maintenance	-	-	-	27.03	(27.03)
General Repair & Maintenance	8,100.00	8,100.00	-	6,427.92	1,672.08
District Vehicle Repair & Maintenance	20,100.00	20,100.00	-	14,916.10	5,183.90
Other / Contract Services	81,300.00	81,300.00	-	74,512.21	6,787.79
Total Maintenance & Custodial Services:	1,676,329.00	1,702,160.00	(25,831.00)	1,542,356.02	133,972.98

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA,
AMENDED OPERATING BUDGET -- FISCAL YEAR 2018**

ADOPTED BY THE MPAD BOARD OF DIRECTORS BY RESOLUTION NO. 1727, November 14, 2018

**Amended Operating Plan -- Income Statement -- Fiscal Year 2019
For the Twelve Periods Ending 06/30/2019**

	FY 2019 FULL YEAR AMENDED BUDGET	FY 2019 ORIGINAL FULL YEAR BUDGET	INCREASE / (DECREASE) FOR FY 2019	FY 2018 FULL YEAR ACTUAL	INCREASE / (DECREASE) FOR FY 2019
Date 10-31-2018					
Airport Operations					
Salaries & Wages	247,730.00	214,920.00	32,810.00	211,931.48	35,798.52
Salary & Wage Reimbursement - AIP & Billing	-	-	-	-	-
Overtime (OT) Pay	1,048.00	1,048.00	-	213.48	834.52
Employer SSI	15,784.00	13,404.00	2,380.00	12,675.53	3,108.47
Employer MC	3,703.00	3,151.00	552.00	2,964.46	738.54
Workers' Compensation Insurance	17,439.00	13,947.00	3,492.00	8,585.85	8,853.15
ADP Processing	1,050.00	1,080.00	(30.00)	818.92	231.08
CalPERS Retirement	43,397.00	37,660.00	5,737.00	60,553.34	(17,156.34)
CalPERS Health Insurance	48,414.00	55,656.00	(7,242.00)	47,328.87	1,085.13
Flexible Spending Account (FSA)	3,500.00	3,600.00	(100.00)	3,677.06	(177.06)
Dental Insurance	4,962.00	5,148.00	(186.00)	3,987.85	974.15
Vision Insurance	438.00	450.00	(12.00)	400.25	37.75
Life Insurance	280.00	288.00	(8.00)	245.52	34.48
Retiree Health Insurance	-	-	-	-	-
GASB 45 / OPEB Expense	-	-	-	3,464.00	(3,464.00)
Personnel Recruitment & Pre-Employment Expense	-	-	-	-	-
Dues & Subscriptions	2,480.00	2,480.00	-	2,523.96	(43.96)
Seminars & Conferences	3,650.00	1,550.00	2,100.00	820.00	2,830.00
Professional Development & Education	-	-	-	-	-
Business Travel & Entertainment	6,900.00	4,700.00	2,200.00	3,655.77	3,244.23
Administrative Meetings / Employee Relations	-	-	-	341.48	(341.48)
Telephone	1,560.00	860.00	700.00	673.80	886.20
Telecommunications	2,800.00	2,800.00	-	1,198.30	1,601.70
Postage & Courier Services	240.00	240.00	-	201.11	38.89
General Supplies & Materials	3,800.00	3,800.00	-	1,490.78	2,309.22
Office Supplies & Materials	4,400.00	4,400.00	-	6,974.04	(2,574.04)
District Vehicle Supplies & Materials	500.00	500.00	-	-	500.00
District Vehicle Fuel	-	-	-	-	-
Office Equipment Repair & Maintenance	-	-	-	913.92	(913.92)
General Repairs & Maintenance	8,400.00	8,400.00	-	22,104.72	(13,704.72)
District Vehicle Repair & Maintenance	-	-	-	-	-
Other / Contract Services	8,300.00	8,300.00	-	36,112.03	(27,812.03)
Architect & Engineer	-	-	-	-	-
Computer / LAN & IT	65,400.00	65,400.00	-	59,100.00	6,300.00
Environmental	10,050.00	10,050.00	-	9,813.00	237.00
Total Airport Operations:	506,225.00	463,832.00	42,393.00	502,769.52	3,455.48

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA,
AMENDED OPERATING BUDGET -- FISCAL YEAR 2018**

ADOPTED BY THE MPAD BOARD OF DIRECTORS BY RESOLUTION NO. 1727, November 14, 2018

**Amended Operating Plan -- Income Statement -- Fiscal Year 2019
For the Twelve Periods Ending 06/30/2019**

	FY 2019	FY 2019	INCREASE /	FY 2018	INCREASE /
	FULL YEAR	ORIGINAL	(DECREASE)	FULL YEAR	(DECREASE)
Date 10-31-2018	AMENDED BUDGET	FULL YEAR	FOR	ACTUAL	FOR
		BUDGET	FY 2019		FY 2019
Police Department					
Salaries & Wages	284,542.00	792,631.00	(508,089.00)	811,512.21	(526,970.21)
Salary Wage Reimbursement - AIP & Billing	(144,517.00)	(227,668.00)	83,151.00	(116,800.00)	(27,717.00)
Overtime (OT) Pay	12,268.00	41,161.00	(28,893.00)	5,813.73	6,454.27
Holiday Pay	2,748.00	14,177.00	(11,429.00)	2,823.54	(75.54)
Training Pay	763.00	2,676.00	(1,913.00)	143.92	619.08
Uniform Allowance	1,280.00	4,320.00	(3,040.00)	4,000.00	(2,720.00)
Employer SSI	17,192.00	47,015.00	(29,823.00)	46,769.25	(29,577.25)
Employer MC	4,029.00	11,028.00	(6,999.00)	11,205.17	(7,176.17)
Workers' Compensation Insurance	18,898.00	53,582.00	(34,684.00)	50,829.83	(31,931.83)
ADP Processing	960.00	3,420.00	(2,460.00)	4,576.27	(3,616.27)
CalPERS Retirement	156,308.00	217,018.00	(60,710.00)	209,052.99	(52,744.99)
CalPERS Health Insurance	34,653.00	133,333.00	(98,680.00)	97,178.92	(62,525.92)
Flexible Spending Account (FSA)	2,000.00	7,200.00	(5,200.00)	7,704.10	(5,704.10)
Dental Insurance	2,563.00	9,528.00	(6,965.00)	9,719.50	(7,156.50)
Vision Insurance	240.00	894.00	(654.00)	789.55	(549.55)
Life Insurance	286.00	1,113.00	(827.00)	1,060.14	(774.14)
Retiree Health Insurance	41,526.00	41,142.00	384.00	31,536.06	9,989.94
GASB 45 / OPEB Expense	-	-	-	45,486.00	(45,486.00)
Personnel Recruitment & Pre-Employment Expense	2,200.00	6,600.00	(4,400.00)	2,795.95	(595.95)
Dues & Subscriptions	150.00	4,695.00	(4,545.00)	4,996.33	(4,846.33)
Seminars & Conferences	-	500.00	(500.00)	1,045.00	(1,045.00)
Professional Development & Education	2,350.00	10,400.00	(8,050.00)	6,149.70	(3,799.70)
Business Travel & Entertainment	3,000.00	13,750.00	(10,750.00)	9,468.95	(6,468.95)
Administrative Meetings / Employee Relations	400.00	1,300.00	(900.00)	1,270.08	(870.08)
Telephone	3,000.00	3,600.00	(600.00)	2,724.11	275.89
Telecommunications	26,465.00	47,120.00	(20,655.00)	38,818.49	(12,353.49)
Postage & Courier Services	90.00	360.00	(270.00)	705.01	(615.01)
General Supplies & Materials	2,800.00	18,050.00	(15,250.00)	18,088.92	(15,288.92)
Office Supplies & Materials	975.00	3,900.00	(2,925.00)	1,975.92	(1,000.92)
District Vehicle Supplies & Materials	-	-	-	-	-
District Vehicle Fuel	-	-	-	-	-
Office Equipment Repair & Maintenance	375.00	1,500.00	(1,125.00)	1,105.85	(730.85)
General Repairs & Maintenance	-	-	-	-	-
District Vehicle Repair & Maintenance	-	-	-	-	-
Other / Contract Services	828,459.00	5,400.00	823,059.00	3,550.00	824,909.00
District Legal Counsel	-	-	-	-	-
Other Legal Services	-	-	-	-	-
Computer / LAN & IT	4,800.00	7,200.00	(2,400.00)	6,053.56	(1,253.56)
Total Police Department:	1,310,803.00	1,276,945.00	33,858.00	1,322,149.05	(11,346.05)

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA,
AMENDED OPERATING BUDGET -- FISCAL YEAR 2018**

ADOPTED BY THE MPAD BOARD OF DIRECTORS BY RESOLUTION NO. 1727, November 14, 2018

**Amended Operating Plan -- Income Statement -- Fiscal Year 2019
For the Twelve Periods Ending 06/30/2019**

	FY 2019 FULL YEAR AMENDED BUDGET	FY 2019 ORIGINAL FULL YEAR BUDGET	INCREASE / (DECREASE) FOR FY 2019	FY 2018 FULL YEAR ACTUAL	INCREASE / (DECREASE) FOR FY 2019
Date 10-31-2018					
ARFF / Fire Services	144,517.00				
	1,455,320.00				
CalPERS Retirement	302,784.00	302,784.00	-	257,540.32	45,243.68
Retiree Health Insurance	9,684.00	9,684.00	-	9,396.00	288.00
GASB 45 / OPEB Expense	-	-	-	(8,118.00)	8,118.00
Telephone	995.00	995.00	-	864.71	130.29
Telecommunications	540.00	540.00	-	-	540.00
Office Equipment Repair & Maintenance	3,670.00	3,670.00	-	956.42	2,713.58
General Repairs & Maintenance	7,000.00	7,000.00	-	-	7,000.00
District Vehicle Repair & Maintenance	46,000.00	9,000.00	37,000.00	77,728.46	(31,728.46)
Fire Services	1,753,908.00	1,753,908.00	-	1,753,884.00	24.00
Other / Contract Services	-	-	-	-	-
Utilities - Electricity	10,375.00	10,375.00	-	4,670.13	5,704.87
Utilities - Natural Gas	2,515.00	2,515.00	-	2,172.98	342.02
Utilities - Water	3,250.00	3,250.00	-	3,348.49	(98.49)
Total ARFF / Fire Services:	2,140,721.00	2,103,721.00	37,000.00	2,102,400.82	38,320.18
Board of Directors					
Board Member Compensation	24,000.00	24,000.00	-	14,900.00	9,100.00
Employer SSI	1,488.00	1,488.00	-	923.80	564.20
Employer MC	348.00	348.00	-	216.05	131.95
Workers' Compensation Insurance	108.00	108.00	-	106.20	1.80
ADP Processing	800.00	800.00	-	750.59	49.41
Dues & Subscriptions	1,200.00	1,200.00	-	1,191.56	8.44
Seminars & Conferences	6,300.00	6,300.00	-	7,870.00	(1,570.00)
Other Meetings / Workshops	5,640.00	5,640.00	-	9,637.27	(3,997.27)
Business Travel & Entertainment	13,080.00	13,080.00	-	13,373.17	(293.17)
Board Member Election	-	105,000.00	(105,000.00)	-	-
Postage & Courier Services	900.00	900.00	-	844.00	56.00
Office Supplies & Materials	500.00	500.00	-	1,450.94	(950.94)
Other / Contract Services	780.00	780.00	-	683.73	96.27
District Legal Counsel	72,000.00	72,000.00	-	72,512.25	(512.25)
Other Professional Services	-	-	-	99.43	(99.43)
Total Board of Directors:	127,144.00	232,144.00	(105,000.00)	124,558.99	2,585.01
Total Operating Expenses:	8,329,182.00	8,282,533.00	46,649.00	8,191,074.83	138,107.17
Net Income From Operations:	482,209.80	486,863.80	(4,654.00)	1,002,668.46	(520,458.66)
	479,900.00	479,900.00	-	479,900.00	-
	2,309.80	6,963.80	-	522,768.46	-
Other Income and Expense					
Grants - FAA	2,318,061.70	2,318,061.70	-	1,762,726.98	555,334.72
Passenger Facility Charges FY 18 10.02	735,744.60	735,744.60	-	758,462.40	(22,717.80)
Passenger Facility Charges - Int Income	12,500.00	12,500.00	-	15,925.54	(3,425.54)
PFC - Unrealized Gain/Loss on Investments	-	-	-	(12,194.90)	12,194.90
Interest Income - Banks	1,200.00	1,200.00	-	2,087.13	(887.13)
Interest Income - L.A.I.F.	28,000.00	28,000.00	-	32,783.00	(4,783.00)
Interest Income - MPAD Investments	35,000.00	35,000.00	-	35,880.79	(880.79)
MPAD - Unrealized Gain/Loss on Investment	-	-	-	(39,837.07)	39,837.07
Grants - OTHER	-	-	-	-	-
Interest Expense - 2012 MPAD POE FY 18 10.10	(57,750.00)	(57,750.00)	-	(71,631.96)	13,881.96
Interest Expense - CEC Loan	(28,703.88)	(28,703.88)	-	(22,738.35)	(5,965.53)
Depreciation / Amortization Expense FY 18 10.11	(6,436,258.31)	(6,501,258.31)	65,000.00	(6,865,239.84)	428,981.53
Total Other Income and Expense:	(3,392,205.88)	(3,457,205.88)	65,000.00	(4,403,776.28)	1,011,570.40
Net Income / (Loss) / Net Change in Position:	(2,909,996.08)	(2,970,342.08)	60,346.00	(3,401,107.82)	491,111.74

**MONTEREY PENINSULA AIRPORT DISTRICT -- FISCAL YEAR 2019 AMENDED CAPITAL BUDGET
RESOLUTION NO. 1727, November 14, 2018**

UPDATED 10.31.18

PROJECT NUMBER	PROJECT DESCRIPTION	SPENT TO DATE	ANTICIPATED MARCH-JUNE	FY 2018 TOTAL	FY 2019 PLAN	FY 2020 PLAN
AIRPORT IMPROVEMENT PROJECTS (AIP) -- CO-FUNDED						
2013-02	AIRPORT MASTER PLAN WITH SUSTAINABILITY -- Total Project: \$1,180,000					
	Expenditures					
	Administration	\$206,286		\$206,286	\$0	
	Admin Support	\$1,777			\$0	
	Engineering Services	\$882,504		\$882,504	\$0	
	CEQA	\$86,709		\$86,709	\$0	
	Inspection Services				\$0	
	Construction				\$0	
	Contingency					
	Project Cost	\$1,177,276	\$0	\$1,175,499	\$0	\$0
	Revenues					
	FAA AIP -- 90.66% -- \$947,790	\$947,790		\$947,790	\$0	\$0
	PFC -- 9.34% -- \$145,210	\$142,777		\$142,777	\$5,500	\$0
	DISTRICT -- CEQA -- \$87,000	\$86,709		\$86,709	\$0	
	Total Revenue	\$1,177,276			\$5,500	\$0
2015-03	INFIELD SAFETY AREA REHAB -- PART A -- Total Project: \$335,000					
	Expenditures					
	Administration	\$8,452	\$1,065	\$9,517	\$0	
	Admin Support				\$0	
	Engineering Services	\$224,040	\$55,000	\$279,040	\$24,190	
	Inspection Services	\$5,434			\$0	
	Construction				\$0	
	Contingency				\$0	
	CEQA	\$35,934	\$8,822	\$44,756	\$0	
	Project Cost	\$273,860	\$64,887	\$333,313	\$24,190	\$0
	Revenues					
	FAA AIP -- 90.66% -- \$303,711	\$213,997		\$213,997	\$21,931	\$0
	PFC -- 9.34% -- \$31,289	\$23,929		\$23,929	\$2,259	\$0
	DISTRICT -- \$45,000	\$35,934	\$8,822	\$44,756	\$0	
	Total Revenue	\$273,860	\$8,822	\$282,682	\$24,190	\$0
2016-01	NEPA / CEQA -- PROPOSED SAFETY ENHANCEMENTS -- Total Project: \$2,540,000					
	Expenditures					
	Administration	\$30,640	\$7,938	\$38,578	\$43,531	\$0
	Preliminary	\$19,217	\$0	\$19,217	\$0	
	Engineering Services	\$1,082,966	\$179,810	\$1,262,776	\$419,552	
	Contingency				\$0	
	Inspection Services				\$0	
	Construction				\$0	
	CEQA	\$324,658	\$239,125	\$563,783	\$192,563	
	Project Cost	\$1,457,481	\$426,873	\$1,884,354	\$655,646	\$0
	Revenues					
	FAA AIP -- 90.66% -- \$1,617,061	\$1,027,017	\$170,212	\$1,197,230	\$419,831	\$0
	PFC -- 9.34% -- \$166,593	\$105,806	\$17,536	\$123,341	\$43,252	\$0
	DISTRICT -- \$756,346	\$324,658	\$239,125	\$563,783	\$192,563	
		\$1,457,481	\$426,873	\$1,884,354	\$655,646	\$0
2017-06	AIRFIELD ELECTRICAL VAULT REPLACEMENT -- Total Project: \$1,703,794.00					
	Expenditures					
	Administration	\$10,633	\$11,351	\$21,984	\$3,571	
	Admin Support				\$0	
	Engineering Services	\$363,421	\$46,577	\$409,998	\$10,000	
	Equipment Purchase					
	Inspection Services				\$0	
	Construction	\$486,690	\$705,280	\$1,191,970	\$62,735	
	Preliminary	\$3,536		\$3,536		
	Project Cost	\$864,280	\$763,208	\$1,627,488	\$76,306	\$0
	Revenues					
	FAA AIP -- 90.66% -- \$1,543,794	\$783,556	\$691,924	\$1,475,481	\$68,313	\$0
	PFC -- 9.34% -- \$160,000	\$80,724	\$71,284	\$152,007	\$7,993	\$0
	DISTRICT --				\$0	
	Total Revenue	\$864,280	\$763,208	\$1,627,488	\$76,306	\$0
2017-07	CONDUCT DBE DISPARITY STUDY-- Total Project: \$54,670					
	Expenditures					
	Administration	\$5,779		\$5,779	\$14,000	
	Admin Support				\$0	
	Engineering Services			\$0		
	Equipment Purchase				\$0	
	Inspection Services				\$0	
	Construction			\$0	\$0	
	Contingency			\$0		
	Project Cost	\$5,779		\$5,779	\$14,000	\$0
	Revenues					
	FAA AIP -- 90.66% -- \$50,000	\$4,600		\$5,239	\$12,692	
	PFC -- 9.34% -- \$4,670	\$471		\$540	\$1,308	
	DISTRICT --	\$708				
	Total Revenue	\$5,779		\$5,779	\$14,000	\$0

PROJECT NUMBER	PROJECT DESCRIPTION	SPENT TO DATE	ANTICIPATED MARCH-JUNE	FY 2018 TOTAL	FY 2019 PLAN	FY 2020 PLAN
2019-01	INFIELD SAFETY AREA REHAB CONSTRUCTION PHASE 1 -- Total Project: \$ 4,944,345.00					
	Expenditures					
	Administration				\$0	\$45,000
	Admin Support				\$0	
	Engineering Services				\$350,000	\$300,000
	Equipment Purchase				\$0	
	Inspection Services				\$0	
	Construction				\$0	\$4,023,900
	Preliminary				\$50,000	
	Project Cost	\$0			\$400,000	\$4,368,900
	Revenues					
	FAA AIP -- 90.66% -- \$4,482,543	\$0			\$362,640	\$3,960,845
	PFC -- 9.34% -- \$461,802	\$0			\$37,360	\$408,055
	DISTRICT --	\$0			\$0	
	Total Revenue	\$0			\$400,000	\$4,368,900
2018-09	RUNWAY 10L-28R OVERLAY AND PAPI INSTALLATION-- Total Project: \$ 1,785,566					
	Expenditures					
	Administration			\$0	\$10,000	
	Admin Support				\$10,000	
	Engineering Services		\$164,514	\$164,514	\$165,265	
	Equipment Purchase				\$0	
	Inspection Services				\$24,703	
	Construction			\$0	\$1,400,190	
	Preliminary	\$3,900	\$4,200	\$8,100	\$0	
	Project Cost	\$3,900	\$168,714	\$172,614	\$1,610,158	\$0
	Revenues					
	FAA AIP -- 90.66% -- \$1,589,147	\$0		\$156,492	\$1,432,655	\$0
	PFC -- 9.34% -- \$163,715	\$0		\$16,122	\$180,297	\$0
	DISTRICT --	\$3,900	\$168,714		\$0	
	Total Revenue	\$3,900	\$168,714	\$172,614	\$1,612,952	\$0
PFC-ONLY FINANCED CAPITAL PROJECTS FY18:						
2019-02	RSA MITIGATION - YEAR 4 --- Total Project: \$67,000					
	Expenditures					
	Administration				\$0	
	Admin Support				\$0	
	Engineering Services				\$0	
	Equipment Purchase				\$0	
	Inspection Services				\$67,000	
	Construction				\$0	
	Contingency				\$0	
	Project Cost	\$0			\$67,000	\$0
	Revenues					
	PFC -- 100% -- \$75,000	\$0			\$67,000	\$0
	TOTAL FAA AIP PROJECT REVENUE	\$2,976,960	\$862,136	\$3,996,229	\$2,318,062	\$3,960,845
	TOTAL PFC PROJECT PORTION	\$353,707	\$88,820	\$458,716	\$344,969	\$408,055
	TOTAL DISTRICT PORTION	\$451,909	\$416,661	\$695,248	\$192,563	\$0
	TOTAL CO-FUNDED PROJECT EXPENDITURE:	\$3,782,576	\$1,367,617	\$5,150,193	\$2,855,594	\$4,368,900

PROJECT NUMBER	PROJECT DESCRIPTION	SPENT TO DATE	ANTICIPATED MARCH-JUNE	FY 2018 TOTAL	FY 2019 PLAN	FY 2020 PLAN
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DISTRICT-ONLY FINANCED CAPITAL PROJECTS FY18:

2019-03	WATER DISTRIBUTION SYSTEM-- Total Project \$2,128,058					
	Expenditures					
	Administration					
	Design Services			\$0	\$180,000	
	Construction Mgt			\$0	\$90,000	
	CEQA			\$0	\$10,000	
	Inspection Services				\$0	
	Construction			\$0	\$1,510,000	
	Contingency					
	Project Cost	\$0	\$0		\$1,790,000	\$0
LOAN COST CAPITAL PROJECTS		\$0	\$0	\$0	\$1,790,000	

TOTAL DISTRICT-ONLY FUNDED CAPITAL INFRASTRUCTURE

DISTRICT-ONLY FUNDED CAPITAL ACQUISITIONS FY19

				ORIGINAL BUDGET	REVISED BUDGET
2018-04	EAST END PROCEDURE DEVELOPMENT- Total Acquisition: \$45,000				
	Expenditures			\$0	
	Consultation			\$0	
	Acquisition			\$30,000	
			\$15,000		
	Project Cost	\$0	\$0	\$30,000	\$0

2019-04	ARFF VEHICLE AUCTION PURCHASE- Total Acquisition: \$70,000				
	Expenditures			\$0	
	Consultation			\$0	
	Acquisition			\$70,000	
	Project Cost			\$70,000	\$0

2019-05	INSIDE TERMINAL REFRESH-- Total Acquisition / Installation: \$ 37,500				
	Expenditures			\$0	
	Acquisition	Carpeting		\$37,500	
	Project Cost			\$37,500	\$0

2019-06	PAVEMENT REHABILITATION -- Total Acquisition / Installation: \$335,000				
	Expenditures			\$0	
	Engineering			\$29,542	
	Fred Kane Drive/Short Term Overlay			\$284,160	
	Thermoplastic striping			\$21,298	
	Project Cost			\$335,000	\$0

2019-07	RV LOT 2 CONSTRUCTION -- Total Estimated: \$ 32,300				
	Expenditures			\$0	
	Construction			\$32,300	
				\$0	
	Project Cost			\$32,300	\$0

DISTRICT-ONLY FUNDED CAPITAL ACQUISITIONS FY19

DISTRICT-ONLY FINANCED AND FUNDED CAPITAL ACQUISITIONS FY19

					\$504,800	\$0
					\$2,487,363	\$0

TO: Monterey Peninsula Airport District Board of Directors
FROM: Michael La Pier, Executive Director
Chris Morello, Deputy Director for Strategy and Development
SUBJ: Resolution No. 1728, A Resolution Authorizing and Approving the Construction Service Agreement between the Monterey Peninsula Airport District and Granite Construction for Fred Kane Drive and Short-Term Parking Pavement Rehabilitation

BACKGROUND. The Monterey Peninsula Airport District (MPAD) Board of Directors has previously adopted a FY 2019 Budget on June 13, 2018 via Resolution 1711, including capital improvement projects. The District-Only funded Capital Improvement Project 2019-06, Pavement Rehabilitation is one of said capital improvement projects.

DISCUSSION. The project budget includes design/construction administration at approximately \$29,000 and construction costs to complete the overlay improvements to Fred Kane Drive and the Premium Short-Term Parking Lot [in front of the terminal]. The project scope includes repair of pavement failures, pavement patching, concrete curb and gutter reconstruction, root removal and a two-inch overlay and striping.

As part of the informal bid package, the option to include thermoplastic striping in lieu of paint was requested. The following are the cost proposal results:

Company	Base Bid	Alternate	Total
Graniterock Company	\$316,807	\$3,175	\$319,982
Granite Construction Company	\$284,160	\$21,298	\$305,458

Staff's recommendation is that the Board approve moving forward with the Project, including the Alternate thermoplastic. The updated project costs are reflected in Resolution No. 1727, the Amended Fiscal Year 2019 Capital Budget.

SOURCE OF FUNDS. The project is self-funded by the District.

IMPACT ON REVENUES. An additional \$65,000.00 including the engineering and construction management costs.

SCHEDULE. The proposed contract anticipates construction as weather permits in the near future.

IMPACT ON OPERATIONS. There will be no impacts on Airside Airport operations. The project team will work with all tenants and passengers that could be affected by this project to minimize the interruption to their business traffic and all related passenger traffic.

RECOMMENDATION. Adopt Resolution No. 1728, A Resolution Authorizing and Approving the Construction Service Agreement between the Monterey Peninsula Airport District and Granite Construction for Fred Kane Drive and Short-Term Parking Pavement Rehabilitation.

RESOLUTION NO. 1728

A RESOLUTION AUTHORIZING AND APPROVING THE CONSTRUCTION SERVICE AGREEMENT BETWEEN THE MONTEREY PENINSULA AIRPORT DISTRICT AND GRANITE CONSTRUCTION COMPANY. FOR FRED KANE DRIVE AND SHORT-TERM PARKING PAVEMENT REHABILITATION

WHEREAS, on June 13, 2018 Resolution 1711, A Resolution Authorizing and Approving the Operating Budget and Capital Budget of The Monterey Peninsula Airport District (MPAD) for Fiscal Year 2019 was adopted; and

WHEREAS, on November 14, 2018 Resolution 1727, A Resolution Authorizing and Approving the Amended Fiscal Year 2019 Operating and Capital Budgets of the Monterey Peninsula Airport District was adopted; and

WHEREAS, a District-Only funded Capital Acquisition project 2019-06 Pavement Rehabilitation was included in the adopted FY 19 budget;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: That MPAD contract with the firm of Granite Construction Company for the rehabilitation of Fred Kane Drive and short-term parking in an amount not-to-exceed \$305,458.00.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 14th day of November 2018 by the following roll call vote:

AYES:	DIRECTORS:
NOES:	DIRECTORS:
ABSTAIN:	DIRECTORS:
ABSENT:	DIRECTORS:

Signed this 14th day of November 2018

Carl M. Miller, Chair

ATTEST

Michael La Pier, A.A.E.
District Secretary

MONTEREY REGIONAL AIRPORT
Fred Kane Drive Overlay and Improvements

AGREEMENT FOR CONSTRUCTION SERVICES
BETWEEN
MONTEREY PENINSULA AIRPORT DISTRICT AND
GRANITE CONSTRUCTION COMPANY INC

This Agreement for Construction Services ("Agreement") is made and entered into effective this 14th day of November 2018, by and between the Monterey Peninsula Airport District, a California special district ("District"), and Granite Construction Company, Incorporated, a California corporation ("Granite").

WHEREAS, Granite represents that Granite is specially trained, experienced, and competent to perform the services required by this Agreement; and

WHEREAS, Granite is willing to render such services, as are hereinafter defined, on the following terms and conditions.

NOW, THEREFORE, Granite and District agree as follows:

1. Scope of Service.

The project contemplated, and the Granite's services are described with detailed fee breakdown in Schedule "A," attached hereto and incorporated herein by reference.

2. Completion Schedule.

Granite shall provide the construction services described in Schedule "A," for the overlay and improvements to Fred Kane Drive.

3. Compensation.

District hereby agrees to pay Granite for services rendered to District pursuant to this Agreement in an amount not to exceed the amount \$305,458.00, and in the manner indicated and in accordance with, Schedule "A."

4. Billing.

Granite shall submit to District an itemized invoice, prepared in a form satisfactory to District, describing Granite's services and fees for the period covered by the invoice. Except as specifically authorized by District, Granite shall not bill District for duplicate services performed by more than one person. Granite's bills shall include the following information to which such services or costs pertain:

- (a) a brief description of services performed;
- (b) the date the services were performed;
- (c) the percentage of work completed in each category of work;
- (d) total invoice costs;

- (e) remaining budget balance; and
- (f) Granite's signature.

In no event shall Granite submit any billing for an amount in excess of the maximum amount of compensation provided in Section 3, unless authorized pursuant to Section 5 hereof.

All such invoices shall be in full accord with any and all applicable provisions of this Agreement.

District shall make payment on each such invoice within forty-five (45) days of receipt; provided, however, that if Granite submits an invoice which is incorrect, incomplete, or not in accord with the provisions of this Agreement, District shall not be obligated to process any payment to Granite until forty-five (45) days after a correct and complying invoice has been submitted by Granite.

5. Additional Services.

If additional services are requested by District, Granite shall advise District in writing of the cost of and estimated time to perform the services. Granite shall not proceed to perform any such additional service until District has determined that such service is beyond the scope of the basic services to be provided by Granite, is required, and has given District's written authorization to perform. Written approval for performance and compensation may be granted by the Planning & Development Department.

6. Responsibility of Granite.

(a) By executing this Agreement, Granite agrees that Granite is apprised of the scope of work to be performed under this Agreement and Granite agrees that said work can and shall be performed in a fully competent manner. By executing this Agreement, Granite further agrees and warrants to District that Granite possesses, or shall arrange to secure from others, all of the necessary professional capabilities, experience, resources, and facilities necessary to provide District the services contemplated under this Agreement and that District relies upon the professional skills of Granite to do and perform Granite's work. Granite further agrees and warrants that Granite shall follow the current, generally accepted practices of the profession to make findings, render opinions, prepare factual presentations and provide professional advice and recommendations regarding the project for which the services are rendered under this Agreement.

(b) Granite shall assign a single project director to have overall responsibility for the execution of this Agreement for Granite. XXX is hereby designated as the Principal-In-Charge for Granite. Any changes in the Principal-In-Charge designee shall be subject to the prior written acceptance and approval of the Planning & Development Department.

7. Responsibility of District.

To the extent appropriate to the project contemplated by this Agreement, District shall:

(a) Assist Granite by placing at Granite's disposal all available information pertinent to the project, including but not limited to, previous reports and any other data relative to the project. Nothing contained herein shall obligate District to incur any expense in connection with field labor, tasks, materials, signage, and equipment, and completion of studies or acquisition of information not otherwise in the possession of District.

(b) Make provision for Granite to enter upon public and private property as required by Granite to perform Granite's services.

(c) Examine all studies, reports, sketches, drawings, specifications, proposals, and other documents presented by Granite, and render verbally or in writing as may be appropriate, decisions pertaining thereto within a reasonable time so as not to delay the services of Granite.

(d) Chris Morello, Deputy Director for Strategy and Development, shall act as District's representative with respect to the work to be performed under this Agreement. Such person shall have the complete authority to transmit instructions, receive information, interpret and define District's policies and decisions with respect to the materials, equipment, elements and systems pertinent to Granite's services. District may unilaterally change its representative upon notice to Granite.

(e) Give prompt written notice to Granite whenever District observes or otherwise becomes aware of any defect in the project.

(f) Furnish approvals and permits from all governmental authorities having jurisdiction over the project and such approvals and consents from others as may be necessary for completion of the project.

8. Acceptance of Work Not a Release.

Acceptance by District of the work performed under this Agreement does not operate as a release of Granite from professional responsibility for the work performed.

9. Indemnification and Hold Harmless.

Granite shall indemnify, defend and hold District and its officers, employees, agents and volunteers harmless from and against any and all liability, claims, suits, actions, damages, and causes of action arising out of any personal injury, bodily injury, loss of life, or damage to any property, or any violation of any federal, state, or municipal law or ordinance, or other cause in connection with the negligent or intentional acts or omission of Granite, Granite's employees, subcontractors, or agents, or on account of the performance or character of the work, except for any such claim arising out of the sole negligence or willful misconduct of District, its officers, employees, agents, or representatives. Acceptance of insurance certificates and endorsements required under this Agreement does not relieve Granite from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply whether or

not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages. Granite shall reimburse District for all costs and expenses (including but not limited to fees and charges of architects, engineers, attorneys, and other professionals, and court costs) incurred by District in enforcing the provisions of this section.

10. Insurance.

(a) Granite, and any subcontractors, shall, throughout the duration of this Agreement, maintain comprehensive general liability and property insurance covering all operations of Granite, Granite's agents and employees, performed in connection with this Agreement including but not limited to premises and automobile.

(b) Granite shall maintain the following limits:

General Liability

Combined Single Limit Per Occurrence..... \$1 million
General Aggregate..... \$1.5 million
(The policy shall cover on an occurrence or an accident basis, and not on a claims made basis.)

Automobile Liability:

Combined Single Limit Per Occurrence..... \$1 million
(The policy shall cover on an occurrence or an accident basis, and not on a claims made basis.)

Workers Compensation..... Full Liability Coverage

Professional Errors and Omissions..... \$1 million (no more than \$25,000 deductible)
Granite shall not disclaim responsibility or avoid liability for the acts or omissions of Granite's subcontractors or other professional Granites. The retroactive date of the policy must be shown and must be before the date of the Agreement.)

(c) With the exception of workers compensation and professional errors and omissions insurance, each insurance policy affording coverage to Granite shall name District, its officers, employees, agents, and representatives as additional insureds and shall stipulate that the policy will operate as primary insurance for the work performed and that no other insurance maintained by District, its officers, employees, agents, or representatives will be called upon to contribute to a loss covered thereunder. The policy shall contain no special limitations on the scope of protections afforded to District, its officers, employees, agents, or representatives.

(d) All insurance companies affording coverage to Granite shall be insurance organizations authorized by the Insurance Commissioner to transact the business of insurance in the State of California.

(e) All insurance companies affording coverage shall provide not less than thirty days written notice by certified or registered mail to District should any policy be

cancelled or reduced in coverage before the expiration date. For the purposes of this notice requirement, any material change prior to expiration shall be considered cancellation. A statement on the insurance certificate to the effect that the insurance company will endeavor to notify the certificate holder, "but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents, or representatives" does not satisfy the requirements of this subsection. Granite shall ensure that the above-quoted language is stricken from the certificate by the authorized representative of the insurance company.

(f) Granite, and any subcontractors, shall provide evidence of compliance with the insurance requirements listed above by providing certificates of insurance, in a form satisfactory to the District, concurrently with the submittal of this Agreement. Each insurance certificate shall also state the unpaid limits of the policy.

(g) Granite, and any subcontractors, shall provide a substitute certificate of insurance no later than thirty days prior to the expiration date of any required policy. Failure by Granite and/or subcontractors to provide such a substitution and extend the policy expiration date shall be considered a default by Granite.

(h) Maintenance of insurance by Granite as specified in this Agreement shall in no way be interpreted as relieving Granite of any responsibility whatsoever and Granite may carry, at Granite's own expense, such additional insurance as Granite may deem necessary or desirable.

11. Access to Records.

Granite shall maintain all preparatory books, records, documents, accounting ledgers, and similar materials including but not limited to calculation and survey notes relating to the work performed for District under this Agreement on file for at least three years following the date of final payment to Granite by District. Any representative of District shall be provided with access to such records for the purpose of inspection, audit, and copying at all reasonable times during Granite's usual and customary business hours. Granite shall provide proper facilities for such access and inspection.

12. Assignment.

It is recognized by the parties hereto that a substantial inducement to the District for entering into this Agreement was, and is, the fact that Granite has been recognized by the District to be capable and qualified to perform the work outlined in Schedule "A". This Agreement is personal to Granite and shall not be assigned by Granite without express written approval of District.

13. Changes to Scope of Work.

District may at any time and, upon a minimum of ten days written notice, seek to modify the scope of basic services to be provided under this Agreement. Granite shall, upon receipt of said notice, determine the impact on both time and compensation of such change in scope and notify District in writing. The rate of compensation shall be based upon the hourly rates shown in Schedule "A" of this Agreement. Upon agreement between District and Granite as to the extent of said impacts to time and compensation,

an amendment to this Agreement shall be prepared describing such changes. Execution of the amendment by District and Granite shall constitute notice to Granite to proceed with the changed scope.

14. Compliance with Laws, Rules, and Regulations.

Services performed by Granite pursuant to this Agreement shall be performed in accordance and full compliance with all applicable federal, state, and District laws and any rules or regulations promulgated thereunder.

15. Licenses.

If a license of any kind, which term is intended to include evidence of registration, is required of Granite, Granite's employees, agents, or subcontractors by federal or state law, Granite warrants that such license has been obtained, is valid and in good standing, and that any applicable bond has been posted in accordance with all applicable laws and regulations.

16. Schedules Incorporated.

All Schedules referred to in this Agreement are hereby incorporated in it by this reference. In the event there is a conflict between any of the terms of this Agreement and of any of the terms of any Schedule to this Agreement, the terms of this Agreement shall control the respective duties and liabilities of the parties hereto.

17. Independent Contractor.

It is expressly understood and agreed that Granite, while engaged in carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and not an employee of District. Granite shall refrain from representing, at any time or in any manner, that Granite is an employee or agent of District.

18. Integration and Amendment.

This Agreement represents the entire understanding of District and Granite as to those matters contained herein. No prior oral or written understanding shall be of any force or affect with respect to any matters contained herein. This Agreement may not be modified or altered except by amendment in writing signed by all parties hereto.

19. Jurisdiction.

This Agreement shall be administered and interpreted under the laws of the State of California. Venue for any litigation arising from this Agreement shall be in the State of California in the County of Monterey.

20. Severability.

If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void in so far as it is in conflict with said laws, but the remainder of this Agreement shall continue to be in full force and effect.

21. Notice to Proceed; Progress; Completion.

Upon execution of this Agreement by all parties, District shall give Granite written notice to proceed with the work. Such notice may authorize Granite to render all of the services contemplated herein, or such portions or phases as may be mutually agreed upon. In the latter event, District shall, in its sole discretion, issue subsequent notices from time to time regarding further portions or phases of the work. Upon receipt of such notices, Granite shall diligently proceed with the work authorized and complete it within the agreed time period specified in said notice.

22. Ownership of Documents.

Title to all documents, drawings, specifications, data, reports, summaries, correspondence, photographs, computer software, video and audio tapes, and any other materials with respect to the work performed under this Agreement shall vest with District at such time as District has compensated Granite, as provided herein, for the services rendered by Granite in connection with which such materials were prepared

23. Subcontractors.

Granite shall be entitled, to the extent determined appropriate by Granite, to subcontract any portion of the work to be performed under this Agreement. Granite shall be responsible to District for the actions of persons and firms performing subcontract work. The subcontracting of work by Granite shall not relieve Granite, in any manner, of the obligations and requirements imposed upon Granite by this Agreement.

24. Termination.

(a) District may, for any reason whatsoever, upon written notice to Granite, terminate this Agreement. Upon termination Granite shall be entitled to payment of such amount as fairly compensates Granite for all work satisfactorily performed up to the date of termination based upon hourly rates shown in Schedule "A," except that in the event of termination by District for Granite's default, District shall deduct from the amount due Granite the total amount of additional expenses incurred by District as a result of such default. Such deduction from amounts due Granite is made to compensate District for its actual additional cost incurred in securing satisfactory performance of the terms of this Agreement, including but not limited to, costs of engaging other Granites for such purposes. In the event that such additional expenses exceed amounts otherwise due and payable to Granite hereunder, Granite shall pay District the full amount of such expense.

(b) In the event that this Agreement is terminated by District for any reason, Granite shall:

(1) Upon receipt of written notice of such termination promptly cease all services on this project, unless otherwise directed by District; and

(2) Deliver to District all documents, data, reports, summaries, correspondence, photographs, computer software, video and audio tapes, and any other materials provided to Granite or prepared by or for Granite or District in connection with

this Agreement. Such material shall be delivered to District whether in completed form or in process; however, notwithstanding the provisions of Section 23 above, District may condition payment for services rendered to the date of termination upon Granite's delivery to District of such material.

(c) In the event that this Agreement is terminated by District for any reason, District is hereby expressly permitted to assume this project and complete it by any means, including but not limited to, an agreement with another party.

(d) The rights and remedies of District and Granite provided in this section are not exclusive and are in addition to any other rights and remedies provided by law or appearing in any other section of this Agreement.

25. Audit and Examination of Accounts.

(a) Granite shall keep, and will cause any assignee or subcontractor under this Agreement to keep, accurate books of record in account, in accordance with sound accounting principles, which records pertain to services to be performed under this Agreement.

(b) Any audit conducted of books and records and accounts shall be in accordance with generally accepted professional standards and guidelines for auditing.

(c) Granite hereby agrees to disclose and make available any and all information, reports, or books of records or accounts pertaining to this Agreement to District and any government entity (including, but not limited to, the County of Monterey, the State of California and the federal government) which provides support funding for this project.

(d) All records provided for in this section are to be maintained and made available throughout the performance of this Agreement and for a period of not less than three years after full completion of services hereunder, except that any and all such records which pertain to actual disputes, litigation, appeals, or claims shall be maintained and made available for a period of not less than three years after final resolution of such disputes, litigation, appeals, or claims.

(e) Granite hereby agrees to include the requirements of subsections (a) through (d) above in any and all contracts with assignees or Granites under this Agreement.

26. Notices.

(a) Written notices to District hereunder shall, until further notice by District, be addressed to:

Chris Morello, Deputy Director for Strategy and Development
Monterey Peninsula Airport District
200 Fred Kane Dr., Suite 200
Monterey, CA 93940

(b) Written notices to Granite shall, until further notice by Granite, be addressed to:

xxx

(c) The execution of any such notices by the Planning & Development Department shall be effective as to Granite as if it were by resolution or order of District's Board of Directors.

(d) All such notices shall either be delivered personally, or shall be deposited in the United States mail, properly addressed as aforesaid, postage fully prepaid, and shall be effective the day following such deposit in the mail.

27. Nondiscrimination.

During the performance of this Agreement, Granite shall not discriminate against any employee or applicant because of race, color, religion, ancestry, creed, sex, national origin, familial status, sexual orientation, age or disability. Granite shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, ancestry, creed, sex, national origin, familial status, sexual orientation, age or disability.

28. Conflict of Interest.

Granite warrants and declares that Granite presently has no interest, and shall not acquire any interest, direct or indirect, financial or otherwise, in any manner or degree which will render the services required under the provisions of this Agreement a violation of any applicable state, local, or federal law. Granite further declares that, in the performance of this Agreement, no subcontractor or person having such an interest shall be retained or employed. In the event that any conflict of interest should nevertheless hereafter arise, Granite shall promptly notify District of the existence of such conflict of interest so that District may determine whether to terminate this Agreement.

29. Headings.

The section headings appearing herein shall not be deemed to govern, limit, modify, or in any manner affect the scope, meaning, or intent of the provisions of this Agreement.

30. Multiple Copies of Agreement.

Multiple copies of this Agreement may be executed but the parties agree that the copy on file in the office of the District Secretary is the version that shall take precedence should any differences exist among counterparts of the documents.

31. FAA Requirements.

Federal law requires that the Monterey Regional Airport, as a recipient of federal assistance, comply with the following Federal Regulations which are herein incorporated by reference:

Davis Bacon- Professional Services -Tasks that meet the definition of construction, alteration or repair as defined in 29 CFR Part 5. If such tasks result in work that qualifies as construction, alteration or repair and it exceeds \$2,000, Granite. will be required to comply with the Davis Bacon prevailing wage requirement and it will be included in the Professional Services Agreement.

Affirmative Action -49 USC § 47123

Equal Employment Opportunity Policy Statement

The Airport is committed to equal employment opportunity and requires that its agents, lessees and others doing business with the Airport adhere to Title VI of the Civil Rights Act of 1964, as amended, and any other applicable Federal and State laws and regulations hereinafter enacted.

Granite's Obligation

Granite will assure that no person is excluded from participation in, denied the benefits of, or otherwise discriminated against in connection with the award and performance of any contract, including leases covered by 49 CFR 23 on the grounds of race, color, national origin or sex. Failure to make full disclosure as required above may result in disqualification of proposal or, if discovered after award, in termination of aforementioned agreement.

Government-wide Requirements for Drug-free Workplace –49 CFR Part 29

Granite has full responsibility to monitor compliance to the referenced statute or regulation.

Federal Fair Labor Standards Act (FLSA) - 29 USC § 201

Granite has full responsibility to monitor compliance to the referenced statute or regulation. Granite. must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division

Occupational Safety and Health Act of 1970 – 20 CFR part 1910

Granite must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. Granite retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Contractor must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

IN WITNESS THEREOF, the parties hereto have made and executed this Agreement on the date first above written.

MONTEREY PENINSULA AIRPORT DISTRICT: GRANITE:

Michael La Pier, AAE
Executive Director

XXX,
Granite Construction Company

Attachments:
Schedule A - Scope of Services, consisting of Three [3] pages.

/
/
/
/
/
/



QUOTATION
GRANITE
CONSTRUCTION
COMPANY

Neill Engineers Corp
C/O Sherman Low
Mission Street
Carmel, California

October 09, 2018

Job Location Monterey Regional Airport Monterey

SCHEDULE A

SCOPE OF WORK

CONFORM GRIND, GRIND AND PATCH, OVERLAY ENTRANCE AND STRIPE
Approximately 64,209 square feet

1. Conform approximately 2,832 lineal feet of 4 foot conform grind and 95 lineal feet of 8 foot conform grind. Conforms will be 1 ½" deep at the curb and taper to zero either 4 foot or 8 foot out.
2. Haul off all asphalt grindings.
3. Grind noted location 6 inches deep and haul off grinding.
4. Furnish and apply SS-1 tack oil to all ground edges.
5. Patch pave the ground out locations and pave 6 inches deep.
6. A mobil sweeper will be on site to clean during grinding.
7. Sweep existing asphalt and remove loose debris from surface of areas to be overlaid.
8. Furnish and apply SS-1 tack oil to all surfaces to be paved.
9. Furnish and install metal riser rings for the existing G5 water valve boxes and the manhole in the southwest corner.
10. We will pave around the new water valve riser rings and also pave around the manhole riser rings. I have not included to raise the box but to pave over it approximately 2 inches.
11. Furnish and place plywood between the short term parking and the terminal.
12. Furnish, spread and roll approximately 2 inches of hot ½" asphalt as per plan. Plans by Sherman W. Low dated September 19, 2018. There are 5 pages to the set I received.
13. Furnish and place 2 coats of striping paint as per above plans.

SCOPE OF WORK

RAISE CATCH BASINS AND BOXES

Approximately 3 boxes to raise

Approximately 1 catch basins to conform to

One box to pave to riser ring and pave over box

RAISE BOXES

1. After paving sawcut around the two boxes and one catch basin remove asphalt as needed.
2. Sawcut the perimeter of the boxes.
3. Chip out existing top 8 to 12 inches of **two boxes** to desired height to form and place new frame.
4. Furnish and pour concrete in new forms and set new frame.
5. Remove forms.
6. Patch pave around top of box as needed.

7. Raise B9 box near light pole will be raised or replaced.

8. Remove and replace one existing drain box in front of the terminal and replace with a new drain with grate approximately 24” by 36”.

CONFORM TO DRAIN

1. There is one drain to conform around.
2. This is the drains is very near the curb, approximately 6 feet from curb.
3. We will conform to the curb and drain.

BOX WITH MANHOLE

1. Raise the manhole with a new 2 inch manhole ring.
2. Remove the existing cover and bolt new ring to concrete box.
3. Pave around riser ring and pave over box with @ 2 inches of hot asphalt.
4. Furnish and install a new manhole cover.
 - a. They do not make a riser ring for a 36” manhole

BID PRICE ----- \$ 284,160 .00

ALTERNATE PAINT OPTION:

If thermoplastic striping is chosen add to above price \$ 21,298.00

SPECIAL CONDITIONS

1. We exclude soil testing, construction staking, inspections, fees, “as-built” drawings, all **permits**, Cal Trans encroachment permits, Bonds and engineering.
2. The removal, replacement and processing of unsuitable materials will be paid as extra work.
3. We will not be responsible for damage to underground utilities that are not marked by line and depth prior to the beginning of work. We will USA the area before beginning work with Utility Companies; they will not locate any pipes or wiring installed by property owners.
4. Over-excavation and / or re-compaction due to unsuitable ground conditions; this will be charged as extra work.
5. We will not be responsible for weed treatment.

6. **Water is to be furnished by the owner, on site and accessible to our equipment. If water is not available on site there could be an added cost to the bid to furnish for the project.**
7. We will not warranty and/or guarantee final drainage pattern and/or structural stability of final pavement section.
8. We cannot guarantee that the new pavement will drain and will be completely free of “bird baths” since the slope is less than 2 percent.
9. Removal and replacement of mechanical arm to enter short term parking.
10. Exclude replacement of loops for entry / exit parking areas. We will do everything we can to protect them but we will have heavy equipment like the track grinder driving over these loops.
11. This proposal is good until for up-to 45 days.
12. We will not be responsible for improvements for:
 - A. Irrigation, landscaping, hydro mulching and erosion control.
 - B. Water lines
 - C. Electrical, gas, telephone and TV cable
 - D. Fencing and/or Tree Protection

“Owner expressly acknowledges that Contractor is a licensed contractor authorized to perform the work provided for in this Contract and that Contractor is not an engineer or design consultant.

Proposals made by contractor with respect to work to be performed are made solely for the consideration of Owner and Owner’s design engineer or consultant who shall be solely responsible for determining whether any such work proposed by Contractor is, or will be, adequate to satisfy the needs and/or purposes of Owner. Except as expressly provided for in this Contract, no warranty or representation of any kind or nature is made with respect to any such proposal. Warranty with respect to fitness for any purpose or use is expressly disclaimed to the fullest extent permitted by Law”.

NOTE:

The price of oil is very unstable at this time. The asphalt in this proposal is based on current oil prices. If the price of oil continues to increase the asphalt and / or trucking prices in this proposal may increase causing the bid price to increase.

AGENDA ITEM: H-5
DATE: November 14, 2018

TO: Board of Directors
FROM: Michael La Pier, Executive Director
Scott E. Huber, District Counsel
SUBJ: Resolution No. 1729, A Resolution of the Board of Directors of the Monterey Peninsula Airport District Authorizing the City of Del Rey Oaks to Enforce the District's Laws and Ordinances Within the District's Boundaries

BACKGROUND. The Board may consider the adoption of Resolution No. 1729 to authorize the City of Del Rey Oaks to enforce the District's laws and Ordinances.

DISCUSSION. On September 12, 2018, the Board of Directors authorized an Agreement with the City of Del Rey Oaks for law enforcement services.

Section 4.2(c) of the Agreement requires the City of Del Rey Oaks to enforce all state statutes and District ordinances within the District's boundaries. In order for the Del Rey Oaks Police Department to enforce the District's laws and ordinances it is necessary for the Board to grant that authority by Resolution.

The proposed Resolution grants the City of Del Rey Oaks the authority to enforce all state statutes and District laws and ordinances within the District's boundaries.

The Board will consider adoption of the Resolution.

BUDGET EFFECT. This resolution will have no fiscal impact.

RECOMMENDATION. Adoption of Resolution No. 1729, A Resolution of the Board of Directors of the Monterey Peninsula Airport District Authorizing the City of Del Rey Oaks to Enforce the District's Laws and Ordinances Within the District's Boundaries.

ATTACHMENTS.

Resolution No. 1729

RESOLUTION NO. 1729

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT AUTHORIZING THE CITY OF DEL REY OAKS TO ENFORCE THE DISTRICT'S LAWS AND ORDINANCES WITHIN THE DISTRICT'S BOUNDARIES

WHEREAS, the Monterey Peninsula Airport District approved an Agreement for Law Enforcement Services with the City of Del Rey Oaks on September 12, 2018; and

WHEREAS, the Law Enforcement Services Agreement requires the City of Del Rey Oaks to enforce all state statutes and District Ordinances; and

WHEREAS, it is necessary to grant the authority to enforce all state statutes and District Ordinances to the City of Del Rey Oaks by Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT AS FOLLOWS:

SECTION 1. The above recitals are true and correct and are incorporated herein by this reference.

SECTION 2. The Board of Directors hereby resolves to authorize the City of Del Rey Oaks to enforce all state statutes, laws, regulations, District ordinances and regulations, or any other law or ordinance which may be applicable within the District's boundaries.

SECTION 3. The Executive Director is authorized to take any and all other necessary actions to give effect to this Resolution.

SECTION 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 14th day of November 2018 by the following roll call vote:

AYES:	DIRECTORS:
NOES:	DIRECTORS:
ABSTAIN:	DIRECTORS:
ABSENT:	DIRECTORS:

Signed this 14th day of November 2018

Carl Miller, Chair

ATTEST:

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

AGENDA ITEM: H
DATE: November 14, 2018

DEPARTMENT REPORTS

[Terminal Comment Card Log](#)

Tim Bergholz, Deputy Executive Director - Finance & Administration
[Financial Summary](#)

Monterey Fire Department
[Monthly Fire Report](#)

Dave Flint and Ken Griggs, Operations Managers
[Operations Report](#)

Chris Morello, Senior Planning Manager
[Planning & Development Monthly Project Report](#)

Tone	Date	Time	A/D/G	Airline	Flt #	Comments	City & State
N	10/02/18	4:50	D	AA	5721	My flight was delayed from 6:01 am to 9:00 am without warning. I tell you about this because the Monterey Airport suffers every time something like this happens. This airport has a reputation for flights being delayed or cancelled. Passengers who fly into or out of here are treated like 2nd class citizens.	Carmel, CA
P	10/05/18	22:30	A	AA	5905	Really great airport! Don't change anything. TSA was great, agents and store employees all wonderful.	Tampa, FL
P	10/07/18	23:00	A	UA	6917	This airport is just lovely! I love Monterey and your lovely staff	Eden Prairie, MN
P	10/10/18	23:13	A	-	-	Nice and homey.	-
N	10/12/18	8:00	D	UA	-	Both bottle water fillers need to have their filters changed (red light). Come on, folks!	-
N	10/13/18	ALL DAY	D	AA	-	Scheduled on 12:39 departure for PHX which was canceled...Rescheduled on 4:14 pm which was delayed over & over again. Finally arrived from PHX and needed maintenance upon arrival. No maintenance personnel for over 1 hour. Finally arrived and decided the plane was un-fixable. Awaiting terminal plane to (hopefully) take us to PHX after 13 hours sitting in MRY airport today...UGH. Recommend maintenance be ON-SITE until all planes leave. Have always liked MRY airport until today. American employees at MRY did a very good job - especially Alex!	Moon Township, PA
N	10/13/18	14:30 +	D	AA	5839	Delays, delays, delays not weather related - was to leave Monterey at 4:10 still here at 10:30pm waiting on 2nd plane sent from Phoenix. First plane came in with light on, waiting out for repairs.	Drummonds, TN
N	10/13/18	-	-	AA	5839	Well I've been here for 6 hours and they keep pushing it back. Definitely tired of waiting! Most likely not using this airline again. Nobody keeps you updated on anything so you could be waiting hours before you hear anything.	Drummonds, TN
N	10/13/18	-	-	AA	5839	I got here at 2:00pm and I'm still here and it's 11:00pm. Definitely not using this airport again. It might be a small airport but this is still ridiculous.	-
N	10/13/18	-	D	AA	5839	Been here all day...only one person has kept us up to date and he was a male, went by the name of Alex.	-
P	10/14/18	5:40	D	UA	5522	Yanna and Sa, were very helpful. I was standing in line when my flight was closed. They helped me get other connecting flights and was able to get my luggage all the way to my final destination with a smile. They went well and beyond to help me today.	Meridianville, AL

Tone	Date	Time	A/D/G	Airline	Flt #	Comments	City & State
N	10/19/18	6:40	D	UA	-	Everyone who works at MRY airport is usually kind, patient and friendly. But, this morning, the female employee checking IDs and boarding passes was very unfriendly. I didn't understand what she was saying and she became immediately rude, impatient and bossy. I wish she would have explained what she wanted me to do more clearly - like turn your phone toward me so I can see your boarding pass on your phone. Instead, she was saying show me your phone, which was unclear. Just wanted to share because I always look forward to the friendly agents here.	Carmel, CA
P	-	-	-	-	-	Police officer Gary Anderson was super friendly and helpful!	-
P	-	-	-	-	-	I like the airport.	-

AGENDA ITEM: I
DATE: November 14, 2018

TO: Michael La Pier, Executive Director, Monterey Regional Airport
FROM: Tim Bergholz, Deputy Executive Director Finance and Administration
SUBJECT: Financial Summary for Fiscal 2019

BACKGROUND. The Financial Summary for September 2018 is summarized in the following documents:

- **Graphic Comparison – Actual Operating Revenue & Actual Operating Expense**
- **Airport Operating Statistics & Financial Performance**
- **Capital Expenditures**
- **Investments Schedule**
- **Sources / Uses of Cash**

SUMMARY: Summary 2018 combined airport operating revenues are \$792.8K which is \$59.8K (8.2%) higher than budget (\$733.1K) and FYTD revenues are \$2.44M which is \$115.9K (5.0%) higher than budget (\$2.32M). The September favorable revenue variance is attributed to higher Terminal Concessions, General Aviation Fees, Non-Aviation Tenant Fees and Miscellaneous Other Operating Revenues. These higher revenues offset lower Rental Car and Parking fees.

OPERATING REVENUES							
September 2018 ACTUAL	September 2018 BUDGET	VARIANCE		FYTD 2019 ACTUAL	FYTD 2019 BUDGET	VARIANCE	
		\$	%			\$	%
\$ 792,846	\$ 733,062	\$ 59,784	8.2%	\$ 2,439,317	\$ 2,323,447	\$ 115,870	5.0%

Commercial Aviation fees in September are materially on budget (\$61.8K actual vs \$62.2K budget) with a 0.5% unfavorable fee variance and a 6% unfavorable landing volume variance (285 actual vs 303 budget). The September Commercial Aviation revenues generated from lower volumes are the result from United and Alaska using heavier EMB 175 aircraft. In September there are 7 commercial flight cancellations (Alaska 1, American 4 and United 2). FYTD commercial flight cancellations are 45 (Alaska 7, American 20 and United 18).

General Aviation operating revenues in September (\$180.5K) are 14.41% higher than budget (\$157.1K). This favorable revenue variance came from higher GA landing fees (\$7.9K) and fuel flowage fees (\$16.7K). Most of the fuel flowage increase came from a C-17 military transport performing an equipment testing mission at the airport. FYTD General Aviation revenues are \$548.4K which is 6.8% or \$35.0K higher than budget (\$513.4K). General Aviation landing and fuel fees continue to drive these favorable variances.

In September combined TCP permits, Taxi permits/trip & TNC trip, terminal concessions, rental car and parking concessions fees (Concessions) are \$202.6K, which is 1.1% lower than budget (\$204.9K). The September Concessions variance contains higher TNC (\$5.4K) and terminal concessions (\$2.1K) which

were offset by lower Rental Car (\$7.9), and Parking fees (\$2.3K). Net FYTD Concessions (\$692.0K) are above budget (\$691.2) by \$864.

In September Non-Aviation Tenant revenues (\$145.8K) are above budget (\$137.79) by \$9.2K or 5.7%. This favorable variance resulted from higher outside storage fees (\$2.8K) and RV rents (\$1.1K) and self-storage (\$3.5K) fees. FYTD Non-Aviation Tenants revenues (\$437.5K) are over budget (\$417.0K) by \$20.5K or 4.9%.

September Other Operating Revenues (\$40.9K) are over budget (\$16.8K) by \$24.1K or 144.1% This favorable variance is driven by higher Tenant Parking fees (\$4.4K), SDRMA worker's comp reimbursements for 4850 payrolls (\$4.5), a federal payroll tax refund (\$4.8K) and a SDRMA worker's comp rebate (\$11.2K). The SDRMA and payroll tax favorable variances offset charges to the Police department. FYTD Other Operating revenues (\$99.1K) are over budget (\$55.7K) by \$43.4K or 77.8%.

OPERATING EXPENSES							
September 2018 ACTUAL	September 2018 BUDGET	VARIANCE		FYTD 2019 ACTUAL	FYTD 2019 BUDGET	VARIANCE	
		\$	%			\$	%
\$ 750,547	\$ 686,445	\$ (64,102)	9.3%	\$ 2,035,061	\$ 2,114,574	\$ 79,513	-3.8%

September operating expenses are under budget by \$64.1K (9.3%). September's net favorable expenses variance resulted from the following:

Salary & Wage and Employer Payroll Tax Expenses (\$297.7K) for September are \$59.3K higher than budget (\$238.4K). The unfavorable variance is attributed to payouts of vacation, comp-time and sick time for two Police Officers transferred to City of Del Rey Oaks (DRO).

Employer Benefit Expenses (\$117.8K) for September are under budget (\$127.2K) by \$9.5K. The variance is the result of the two employees declining healthcare coverage and one vacancy in the Police department which lowered CalPERS retirement contributions.

Personnel Related Expenses (\$11.9K) for September are over budget (\$10.9) by \$1.0K. This unfavorable variance is created by higher than budgeted business travel expenses.

Business Related Expenses (\$24.1K) are materially on budget for September.

Expendable / Consumable Supplies & Materials expenses for September (\$9.4K) are under budget (\$12.9K) by \$3.5K. This favorable variance resulted from a mix of lower supplies purchases that were offset by higher vehicle supplies and District diesel fuel purchases.

Repair & Maintenance expenses in September (\$34.0K) are over budget (\$29.2K) by \$4.8K. The unfavorable variance resulted from higher airfield (\$7.8K) and district vehicle (\$1.6K) repairs that were partially offset by lower terminal (\$900), rental space (\$1.1K), equipment (\$1.3K) and general repairs and maintenance (\$1.3K).

Outside Services (\$152.5K) are materially on budget for September.

Professional Services for September (\$31.7K) are under budget (\$43.1K) by \$11.4K. The Professional Services favorable expense variance includes: lower art program (\$2.5K), architect & engineer (\$9.4K), District legal counsel (\$1.4K) expenses which are offset by higher audit/accounting fees (\$1.9K).

Marketing related expenses for September (\$41.3K) are over budget (\$16.5K) \$24.8K. The unfavorable variance is the result of higher marketing and public relations fees for the United Denver launch which is offset by lower Mead and Hunt air service development fees (\$8.7K).

Combined Utilities expenses for September are materially on budget at \$21.4K. Offsetting utilities variances include lower PG&E electricity and gas expenses (\$1.9K) which are offset by higher water expense (\$2.2K).

September FYTD Operating Expenses are \$2.04M which is \$79.5K lower than budget (\$2.10M). This favorable variance is attributed to lower expenses in most all expense categories except Police salaries and wages.

With higher than budget operating revenues and lower operating expenses, the September Operating Income is \$42.3K which is \$4.3K lower than budget (\$46.6K). FYTD operating income is \$404.3K which is \$195.4K or 93.5% higher than budget (\$208.9K).

OPERATING INCOME / (LOSS)							
September 2018 ACTUAL	September 2018 BUDGET	VARIANCE		FYTD 2019 ACTUAL	FYTD 2019 BUDGET	VARIANCE	
		\$	%			\$	%
\$ 42,299	\$ 46,617	\$ (4,318)	-9.3%	\$ 404,256	\$ 208,873	\$ 195,383	93.5%

ACCOUNTS RECEIVABLE. The accounts receivable balance on September 20, 2018 is \$399K. This balance is 18.8% lower than the August 31, 2018 balance and 8.2% higher than the balance on September 30, 2017. The net accounts receivable balance over 60 days old on September 30, 2018 is \$1.2K. This decrease in accounts receivables is attributed to timing of collections from September

The outstanding September accounts receivable invoices on October 26, 2018 total is \$74.1K. Included in this October 26 balance is seven airline related invoices totaling approximately \$60.6K, City of Del Rey Oaks invoice \$9.2K and several small invoices which are offset by several small customer prepayments.

Chart 1 below depicts the accounts receivable balances by month for the 13 months from September 2017 to September 2018.

Chart 1

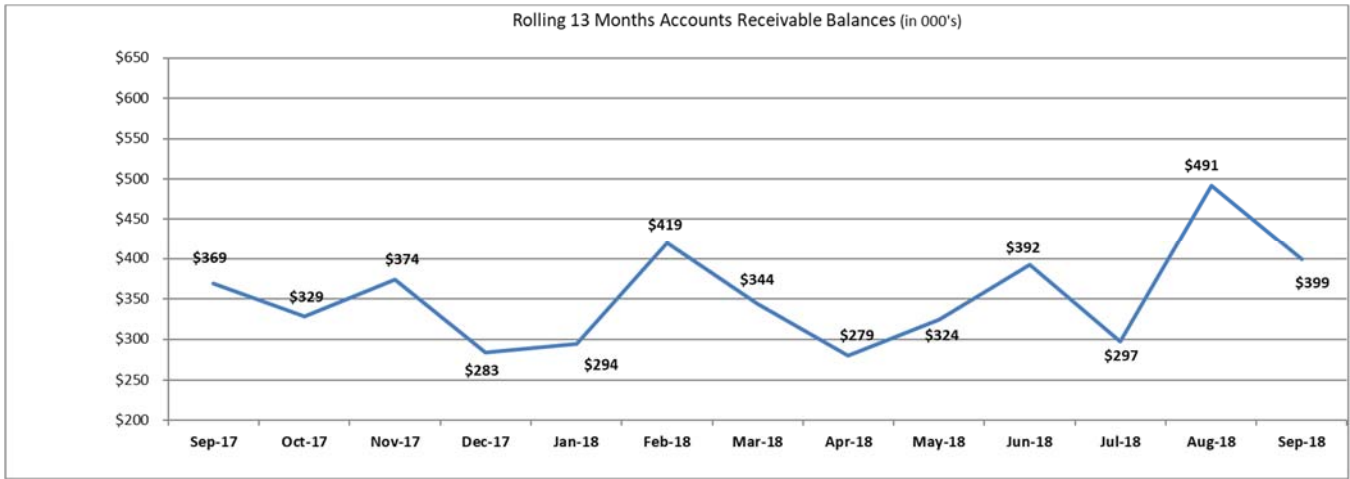
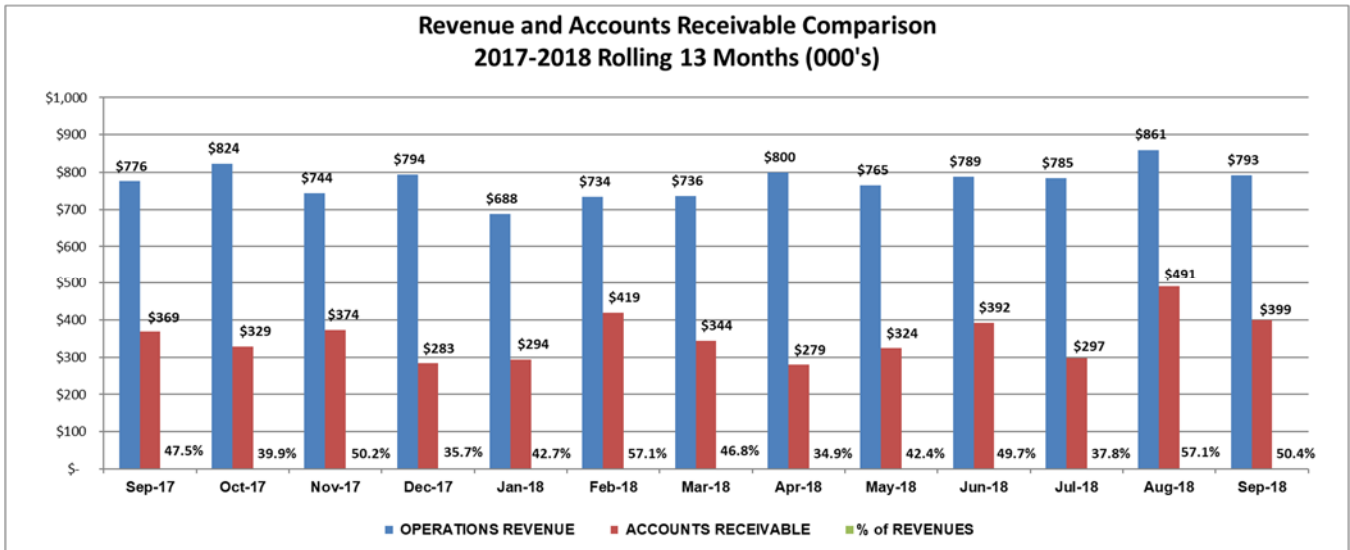


Chart 2 below graphically presents the monthly comparison of operating revenues to accounts receivable.

Typically, the balance of accounts receivable at month-end will align with operating revenues in that month and be approximately 45% to 60% of revenues. In September 2018, accounts receivables are 50.4% of revenues and the 13-month average is 46.2%.

Chart 2



UNRESTRICTED CASH AND INVESTMENTS: The unrestricted cash and investments balance on September 30, 2018 is \$5.0M and the unrestricted cash and investments balance on August 31, 2018 was \$4.93M, an increase of \$70.8K. The increases in unrestricted cash and investments resulted from a cash transfer to the reserve account of \$54.4K to fund FY20 CalPERS UAL and investments interest of \$ 16.4K.

Chart 3 graphically presents the monthly balances of unrestricted cash and investments.



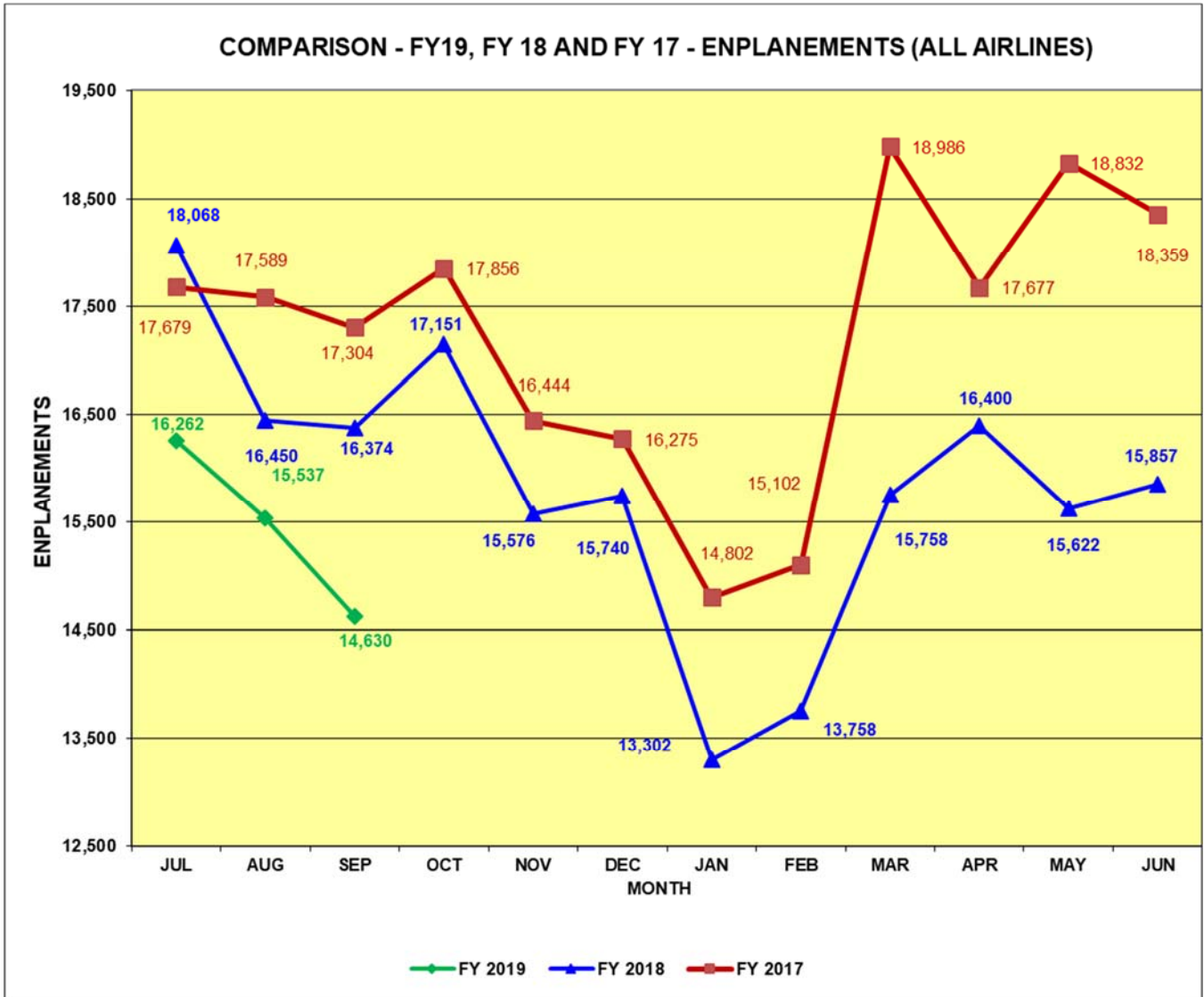
Table 1 presents load factors for fiscal years 2017, 2018 and 2019. Load factors indicate the customer utilization of available aircraft seating capacity which generally correlates to customer use of TCP, Taxi and TNC services, parking and other support services. Historically load factors range from approximately 73% to 77%. Commercial Airline aircraft types have a direct link to capacity and potential changes in enplanements. As the mix of aircrafts and destinations change the goal is to have load factors follow which indicates that customers are willing to use the services offered by the Airport.

Table 1

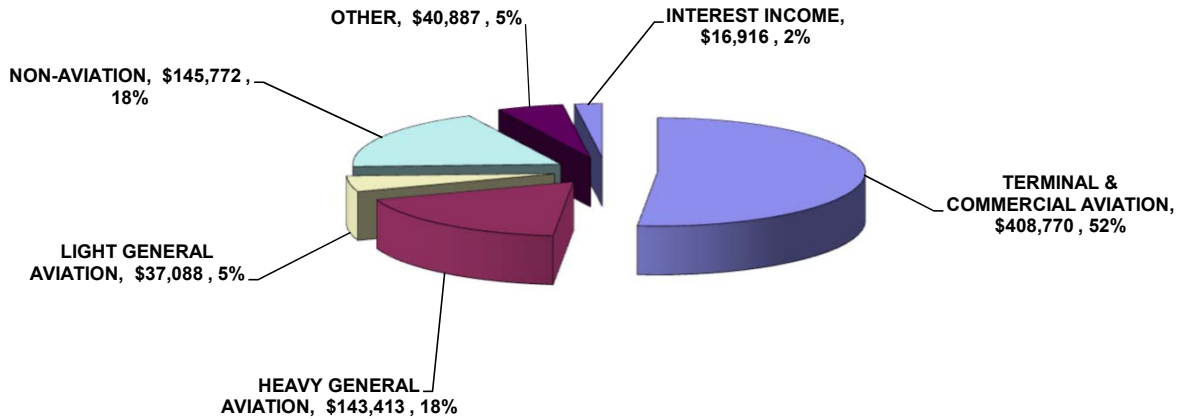
Fiscal Year	September 2018				FYTD			
	Load Factors	Enplanements	Available Seats	Flights	Load Factors	Enplanements	Available Seats	Flights
2019	75.9%	14,630	19,284	285	71.0%	46,429	65,398	971
2018	82.2%	16,374	19,918	320	76.7%	50,892	66,314	1,047
2017	78.1%	17,304	22,146	325	76.4%	52,572	68,780	1,050
2016	82.1%	14,682	17,880	296	78.0%	47,169	60,480	1,021

Chart 4 presents a comparison of monthly FY 2017, 2018 and 2019 enplanements, which represents the Airport's business cycle. When compared to September 2018 to August 2018 enplanements decreased 5.8% to 14,630 compared to 15,537 passengers. When comparing September 2018 to September 2017 enplanements decreased 10.7%.

Chart 4

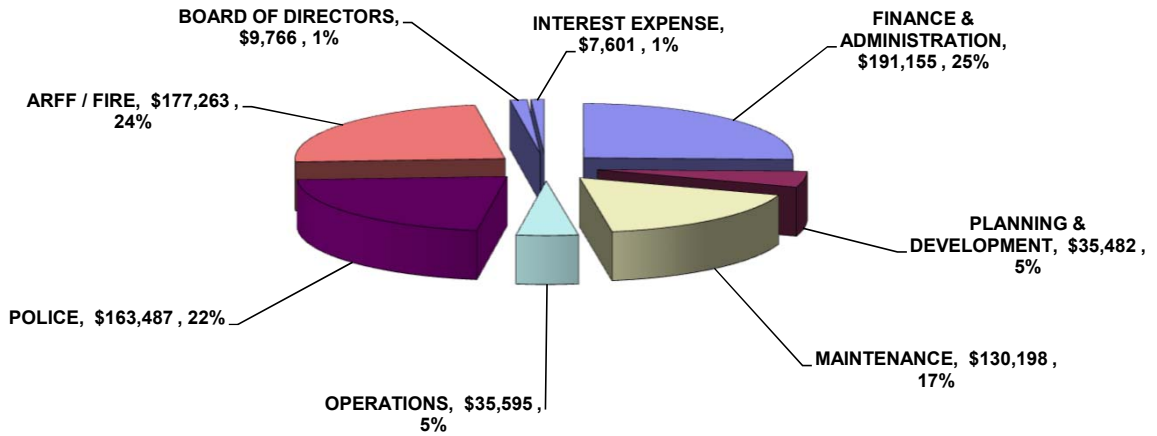


September 2018 Operating Revenue



TOTAL OPERATING REVENUE: \$792,846

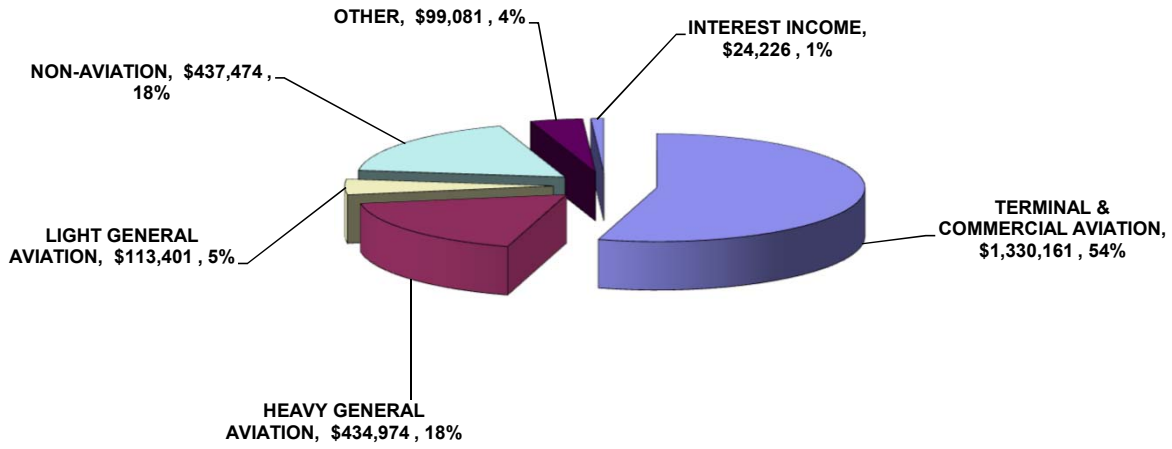
September 2018 Operating Expense



TOTAL OPERATING EXPENSE: \$750,547

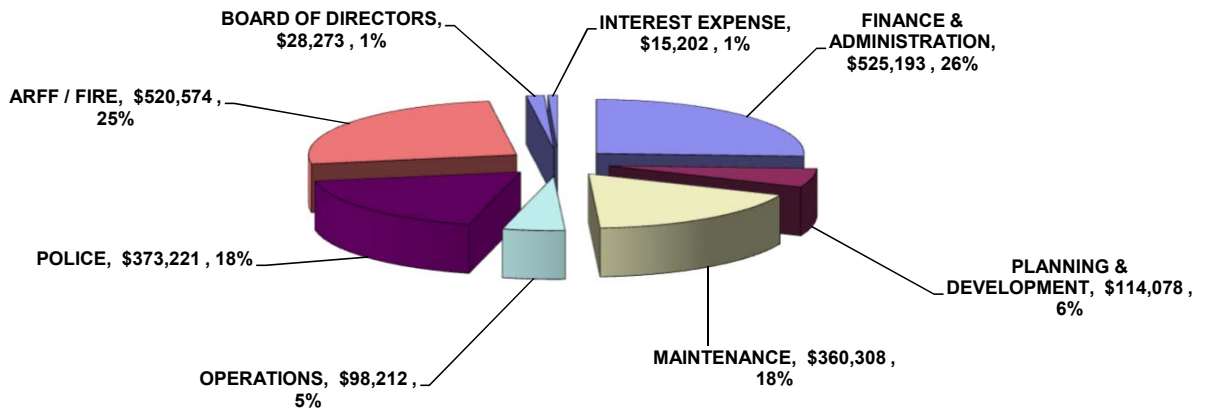
Monterey Peninsula Airport District

FY 2019 (July 18 - September 18) YTD Operating Revenue



TOTAL OPERATING REVENUE: \$2,439,317

FY 2019 (July 18 - September 18) YTD Operating Expense



TOTAL OPERATING EXPENSE: \$2,035,061

AIRPORT DISTRICT OPERATING AND FINANCIAL PERFORMANCE SUMMARY

September 30, 2018

OPERATING STATISTICS	September 18	Budget	September-17	YTD FY 19	Budget	YTD FY 18		
AIRPORT ACTIVITY								
UNAUDITEI Air Carrier Landings ¹	285	303	-6%	325	971	983	-1%	1,050
Passengers (emp/dep)	29,181			34,273	93,654			105,229
Total Cargo (in pounds)	64,821			83,633	210,362			250,695
AIRCRAFT OPERATIONS								
Commercial	1,206			1,301	4,204			4,106
General Aviation	3,847			6,157	12,939			26,312
Military	492			220	1,116			1,703
TOTAL AIRCRAFT OPERATIONS	5,545			7,678	18,259			32,121
VEHICLE EXIT COUNT								
Long Term (1) Lot	1,880			2,165	5,210			6,775
Upper Short Term (2) Lot	1,562			2,193	5,076			6,180
Lower Short Term (3) Lot	7,053			6,436	21,456			20,835
TOTAL VEHICLE EXIT COUNT	10,495			10,794	31,742			33,790

1 Cancelled Flights: Current Month = 7 (1 - Alaska /0 - Allegiant /4 - American /2 - United) FYTD = 45 (7 - Alaska /0 - Allegiant /20 - American /18 - United)

	September 18	September 18	%	September-17	YTD FY 19	YTD FY 19	%	YTD FY 18
	ACTUAL	BUDGET		ACTUAL	ACTUAL	BUDGET		ACTUAL
OPERATING REVENUE								
TERMINAL								
CA Landing, Apron, RON and Fuel Flowage Fees	61,824	62,156	-0.5%	63,321	204,969	197,892	3.6%	200,827
Rents	144,318	144,301	0.0%	142,565	433,177	432,257	0.2%	427,661
TCP Operator Permits	983	750	31.1%	1,567	2,150	2,050	4.9%	3,033
Taxi Operator Permits & Trip Fees	5,997	6,633	-9.6%	12,560	17,248	20,412	-15.5%	32,189
TNC Permits & Trip Fees	15,015	9,585	56.7%	8,013	45,288	31,533	43.6%	22,497
Concessions	18,578	16,433	13.1%	13,816	60,154	48,877	23.1%	39,480
Rental Car	102,644	109,736	-6.5%	106,384	391,010	393,467	-0.6%	378,524
Parking	59,411	61,721	-3.7%	71,458	176,165	194,812	-9.6%	208,100
HEAVY GENERAL AVIATION								
GA Landing Fees	37,387	29,519	26.7%	29,278	129,214	108,709	18.9%	110,266
FBO Rent	57,780	58,018	-0.4%	57,780	173,340	174,054	-0.4%	173,340
Fuel Fees	48,246	31,521	53.1%	31,920	132,420	116,551	13.6%	109,938
LIGHT GENERAL AVIATION								
NON AVIATION	37,088	38,028	-2.5%	36,828	113,401	114,084	-0.6%	111,192
OTHER OPERATING REVENUE	145,772	137,859	5.7%	145,431	437,474	416,993	4.9%	424,667
INTEREST INCOME	40,887	16,752	144.1%	45,834	99,081	55,705	77.9%	81,878
INTEREST INCOME	16,916	10,050	68.3%	3,318	24,226	16,050	50.9%	9,614
TOTAL OPERATING REVENUE	\$ 792,846	\$ 733,062	8.2%	\$ 770,073	\$ 2,439,317	\$ 2,323,447	5.0%	\$ 2,333,206
OPERATING EXPENSE								
Finance & Administration	191,155	170,864	11.9%	159,399	525,193	537,657	-2.3%	496,069
Planning & Development	35,482	47,621	-25.5%	31,195	114,078	140,502	-18.8%	108,592
Maintenance & Custodial Services	130,198	131,200	-0.8%	109,150	360,308	411,543	-12.4%	321,562
Airport Operations	35,595	35,606	0.0%	49,418	98,212	121,420	-19.1%	137,681
Police Department	163,487	106,150	54.0%	107,102	373,221	329,879	13.1%	302,392
ARFF /Fire Services	177,263	176,459	0.5%	160,850	520,574	524,382	-0.7%	481,934
Board of Directors	9,766	11,042	-11.6%	14,256	28,273	34,184	-17.3%	29,694
Interest Expense	7,601	7,503	1.3%	7,352	15,202	15,007	1.3%	22,055
TOTAL OPERATING EXPENSE	\$ 750,547	\$ 686,445	9.3%	\$ 638,722	\$ 2,035,061	\$ 2,114,574	-3.8%	\$ 1,899,979
OPERATING INCOME / (LOSS)	\$ 42,299	\$ 46,617	-9.3%	\$ 131,351	\$ 404,256	\$ 208,873	93.5%	\$ 433,227
DISTRICT CAPITAL EXPENDITURES	\$ 81,829	\$ 152,277	-46.3%	\$ (762,046)	\$ 35,355	\$ 481,831	-92.7%	\$ (711,128)
DEBT SERVICE - PRINCIPAL ONLY	\$ 32,162			\$ 25,000	\$ 69,317			\$ 75,000

FISCAL YEAR 2019
Airport Capital Improvements / Capital Expenditures
FINANCIAL STATEMENTS UNAUDITED

Airport Improvement Programs	Actual FY 2019		Prior Fiscal Year		Actual FY 2019		Prior Fiscal Year	
	Current Period		Current Period		Year-To-Date		Year-To-Date	
MPAD Expenditures	81,829.01	57.9%	(762,046.21)	-1288.9%	35,354.82	12.5%	(728,840.60)	-301.1%
AIP -- FAA Funded Expenditures	50,360.85	35.6%	872,125.03	1475.1%	232,669.41	82.5%	959,440.03	396.3%
AIP -- PFC Funded Expenditures	9,228.10	6.5%	(50,956.21)	-86.2%	14,133.33	5.0%	11,499.87	4.8%
Total Capital Improvement Expenditures	141,417.96	100%	59,122.61	100%	282,157.56	100%	242,099.30	100%

District Capitalized Acquisitions / Expenditures By Department

Finance & Administration	-		-		-		-	
Planning & Development	-		-		-		-	
Maintenance & Custodial Services	-		-		-		17,712.64	
Airport Operations	-		-		-		-	
Police	-		-		-		-	
ARFF / Fire	-		-		-		-	
Total Capital Acquisition Expenditures	-	0%	-	0%	0.00	0%	17,712.64	0%

Consolidated

District Expenditures	81,829.01	57.9%	(762,046.21)	-1288.9%	35,354.82	12.5%	(711,127.96)	-273.7%
AIP -- FAA Funded Expenditures	50,360.85	35.6%	872,125.03	1475.1%	232,669.41	82.5%	959,440.03	369.3%
AIP -- PFC Funded Expenditures	9,228.10	6.5%	(50,956.21)	-86.2%	14,133.33	5.0%	11,499.87	4.4%
Total Capital Expenditures	141,417.96	100%	59,122.61	100%	282,157.56	100%	259,811.94	100%

FY 2017/18 District Capital Expenses/Budget:

	Actual PTD	Budget PTD R2	Actual YTD	Budget YTD R2
2013-02 Master Plan	-	-	-	-
2015-03 Infield Safety Project	-	-	-	-
2016-01 NEPA & CEQA	44,398.48	59,777.00	108,880.48	179,331.00
2017-06 Airfield Electrical Vault Upgrade	-	-	-	-
2017-07 FAA Disparity Study	-	-	-	-
2018-04 East End Procedure Development	-	-	-	30,000.00
2018-09 Runway 10L-28R Overlay & PAPI	-	-	(142,477.86)	-
2019-01 Infield Safety Area Rehab Phase 1	-	-	-	-
2019-02 RSA MITIGATION - YEAR 4	-	-	-	-
2019-03 Water Distribution System	-	45,000.00	-	135,000.00
2019-04 ARFF Vehicle Purchase	-	-	-	70,000.00
2019-05 Inside Terminal Refresh	36,658.70	17,500.00	36,658.70	37,500.00
2019-06 Pavement Rehabilitation	-	-	-	-
2019-07 RV LOT 2 Construction	771.83	30,000.00	32,293.50	30,000.00
	81,829.01 *	152,277.00	35,354.82	481,831.00

FISCAL YEAR 2019
Schedule Of Investments
FINANCIAL STATEMENTS UNAUDITED

	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Value At 09/30/18</u>	<u>Interest Rate</u>
Money Market Account - MPAD				
State of California - Local Agency Investment Fund	Various	Various	<u>\$2,516,625.25</u>	1.960%
Money Market Account - MPAD				
Rabobank, N. A. - District Reserve - Money Market Account			<u>\$458,747.19</u>	0.24%
Royal Alliance - Certificates of Deposits and Cash Equivalents - MPAD				
Ally Bank Midvale UTAH CTF	05/19/16	05/17/19	125,000.00	1.15%
American Express Fed Svgs Bk Instl CTF DEP ACT/365	08/28/14	08/28/19	105,000.00	2.10%
American Express Centurion Bk CTF DEP	06/03/15	06/03/20	120,000.00	2.10%
American Express Centurion Bk Instl CTF DEP ACT/365	07/01/15	07/01/20	135,000.00	2.35%
BMW Bank North America, Salt Lake City Dep ACT/365 Semi-Annually	06/29/16	06/28/19	30,000.00	1.15%
Capital One Bk USA Natl Assn Allen VA CTF DEP ACT/365	09/02/15	09/02/20	200,000.00	2.20%
Capital One Bk USA Natl Assn Glen Allen VA CTF DEP ACT/365	02/23/17	02/23/22	50,000.00	2.30%
Citizens St Bank Lacrosse Wisconsin CTF DEP ACT/365	05/18/16	05/18/21	125,000.00	1.40%
Comenity Capital Bank Salt Lake City Utah CTF DEP	10/21/16	10/29/21	100,000.00	1.75%
Discover Bk Greenwood DEL CTF ACT/365	04/22/15	04/22/19	125,000.00	1.40%
Discover Bk Greenwood DEL CTF ACT/365	03/01/17	03/01/22	25,000.00	2.30%
Discover Bk Greenwood DEL CTF DEP ACT/365	06/13/18	06/14/21	100,000.00	3.00%
Everrbank Jacksonville FLA CTF DEP ACT/365	07/28/16	07/28/21	120,000.00	1.45%
Goldman Sachs Bk USA New York CTF DEP ACT/365	05/31/17	05/16/22	145,000.00	1.80%
Sallie Mae BK Salt Lake City UT CTF DEP ACT/365	06/13/18	06/13/23	125,000.00	3.30%
State Bank India New York NY CTF DEP ACT/360	02/24/17	02/24/22	125,000.00	2.25%
Synchrony Bk Retail CTF DEP	04/17/15	04/17/20	125,000.00	1.85%
Synchrony Bk Retail CTF DEP	06/29/16	06/29/21	120,000.00	1.55%
Cash And Cash Equivalents	Various	Various	24,223.50	Variable
			<u>\$2,024,223.50</u>	
Sub-Total: MPAD INVESTMENTS:			<u>\$4,999,595.94</u>	

FISCAL YEAR 2019
Schedule Of Investments
FINANCIAL STATEMENTS UNAUDITED

	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Value At 09/30/18</u>	<u>Interest Rate</u>
Tenant's Security Deposits & Certificates of Deposit - RESTRICTED				
Rabobank - Money Market Account	Various	Various	\$426,929.01	0.20%
Passenger Facility Charges (PFCs) - RESTRICTED				
Rabobank & JP Morgan Chase - Passenger Facility Charges (PFCs)			875,305.91	0.20%
Royal Alliance - Certificates of Deposits and Cash Equivalents:				
Capital One Bk USA Natl Assn Glen Allen VA CTF DEP ACT/365	08/24/16	08/24/21	100,000.00	1.60%
Capital One Bk USA Natl Assn Glen Allen VA CTF DEP ACT/365	02/23/17	02/23/22	50,000.00	2.30%
CitiBank NATL ASSN SIOUX FALLS SB CTF DEP ACT /365	08/14/18	08/15/22	120,000.00	3.15%
Compass BK Birmingham ALA CTF DEP ACT/365	05/16/18	05/16/19	100,000.00	2.15%
Discover Bk Greenwood Del CTF DEP ACT/365	08/30/18	08/08/22	130,000.00	3.15%
Discover Bk Greenwood Del CTF DEP ACT/365	03/01/17	03/01/22	120,000.00	2.30%
Goldman Sachs BK USA NY CTF DEP ACT/365	11/22/17	05/22/19	100,000.00	1.65%
Goldman Sachs BK USA NY CTF DEP ACT/365	11/22/17	11/21/19	100,000.00	1.80%
Goldman Sachs BK USA NY CTF DEP ACT/365	11/22/17	11/21/18	50,000.00	1.50%
State BK India NY, NY CFT DEP ACT/360	02/24/17	02/24/22	30,000.00	2.25%
Umpqua BK Roseburg ORE CTF DEP ACT 365	05/25/18	11/25/19	50,000.00	2.45%
Wells Fargo NA Sioux Falls SD CTF DEP ACT 365	05/23/18	05/26/20	100,000.00	2.75%
Wells Fargo NA Sioux Falls SD CTF DEP ACT 365	05/23/18	05/24/21	150,000.00	2.90%
Cash and Cash Equivalents	Various	Various	7,454.38	Various
			<u>\$1,207,454.38</u>	
Sub-Total: MPAD Investments - RESTRICTED:			<u>\$2,509,689.30</u>	
Total MPAD Investment Portfolio:			<u><u>\$7,509,285.24</u></u>	

**MONTEREY PENINSULA AIRPORT DISTRICT
FINANCIAL STATEMENTS UNAUDITED**

<u>FY 2019 CURRENT-PERIOD ACTUAL</u>	<u>FY 2019 YEAR-TO-DATE ACTUAL</u>
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SOURCES AND USES OF CASH -- OPERATIONS

UNAUDITED FINANCIAL STATEMENTS

SOURCES OF CASH

CASH RECEIVED - OPERATING REVENUE	\$ 775,930	\$ 2,415,091
CASH RECEIVED - INTEREST INCOME	16,916	24,226
CASH RECEIVED	<u>\$ 792,846</u>	<u>\$ 2,439,317</u>

USES OF CASH -- OPERATIONS

CASH DISBURSED - OPERATING EXPENSE¹	\$ 742,946	\$ 2,019,859
CASH DISBURSED - DEBT SERVICE (INTEREST EXPENSE)^{2&3}	7,601	15,202
CASH DISBURSED - DEBT SERVICE (PRINCIPAL REDUCTION)^{2&3}	32,162	69,317
CASH DISBURSED	<u>\$ 782,709</u>	<u>\$ 2,104,378</u>

CHANGE IN CASH POSITION FROM OPERATIONS & DEBT SERVICE	<u>\$ 10,137</u>	<u>\$ 334,939</u>
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¹Net of non-cash operating expense (OPEB)

²Moved to Restricted POB Account/Disbursement occurred in December 2017 & June 2018

³Moved to Restricted CEC Account/Disbursement occurred in November 2017 & May 2018

USES OF CASH -- CAPITAL PROGRAM

CASH DISBURSED - DISTRICT CAPITAL PROJECTS⁴	\$ 81,829	\$ 35,355
CASH DISBURSED	<u>\$ 81,829</u>	<u>\$ 35,355</u>

CHANGE IN CASH POSITION FROM CAPITAL PROGRAM	<u>\$ (81,829)</u>	<u>\$ (35,355)</u>
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⁴District-funded capital plan for FY18

CALIFORNIA ENERGY COMMISSION SOLAR PROJECT LOAN	\$ -	\$ -
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CHANGE IN CASH POSITION FROM OPERATIONS, CAPITAL & DEBT SERVICE	<u>\$ (71,692)</u>	<u>\$ 299,584</u>
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MONTEREY FIRE DEPARTMENT

Report to Airport Board of Directors

October 2018

1. Incident Responses

Engine assigned to Fire Station 16 (Airport) responded to a total of 24 incidents during the month as follows (see attached for breakdown of types of incidents):

- MPAD property – 5
- City of Monterey – 17
- Other Cities in Monterey Fire Jurisdiction – 0
- Auto / Mutual Aid – 2

2. Training

Personnel completed a total of 21.75 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): 80
- Operational (qualified to work at Airport, but live fire training not current): 31
- Technician (fully qualified to be the designated ARFF fire engineer): 14

3. Other

- In the morning on October 29, a significant fuel spill occurred at the Monterey Jet Center. Several hundred gallons of fuel leaked from an auxiliary fuel tank on an aircraft. The spill was contained and the remaining fuel was offloaded. One mechanic from MJC was decontaminated and taken to the hospital for evaluation due to his extensive exposure to the leaking fuel.
- The Rosenbauer ARFF unit was placed back into service on October 31 after having major work done on it. Fire personnel conducted extensive testing to ensure that everything was operational and working to expectations and requirements. Unfortunately, a number of significant issues were discovered. Through excellent teamwork between MPAD staff, Monterey Fire staff, and Monterey Fleet Maintenance staff, all significant issues were corrected in time to get the unit in service prior to the loaner unit from San Jose having to be returned.

Monterey Fire Department

Incident Type Report (Summary)

**Alarm Date Between {10/01/2018} And
{10/31/2018} and Station In "6","16"**

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	4.17%	\$200,000	100.00%
	<u>1</u>	<u>4.17%</u>	<u>\$200,000</u>	<u>100.00%</u>
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	1	4.17%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	8	33.33%	\$0	0.00%
322 Motor vehicle accident with injuries	1	4.17%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	2	8.33%	\$0	0.00%
	<u>12</u>	<u>50.00%</u>	<u>\$0</u>	<u>0.00%</u>
4 Hazardous Condition (No Fire)				
411 Gasoline or other flammable liquid spill	2	8.33%	\$0	0.00%
462 Aircraft standby	1	4.17%	\$0	0.00%
	<u>3</u>	<u>12.50%</u>	<u>\$0</u>	<u>0.00%</u>
5 Service Call				
521 Water evacuation	1	4.17%	\$0	0.00%
	<u>1</u>	<u>4.17%</u>	<u>\$0</u>	<u>0.00%</u>
6 Good Intent Call				
611 Dispatched & cancelled en route	2	8.33%	\$0	0.00%
622 No Incident found on arrival at dispatch address	2	8.33%	\$0	0.00%
	<u>4</u>	<u>16.67%</u>	<u>\$0</u>	<u>0.00%</u>
7 False Alarm & False Call				
735 Alarm system sounded due to malfunction	1	4.17%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	2	8.33%	\$0	0.00%
	<u>3</u>	<u>12.50%</u>	<u>\$0</u>	<u>0.00%</u>

Total Incident Count: 24

Total Est Loss:

\$200,000

TO: Michael La Pier, Executive Director
FROM: Operations Manager Griggs
DATE: November 2, 2018
SUBJ: Operations Department Report

The following is a summary of activity of general Airport Operations for October 2018 and planned airline activities for November 2019.

1. The Rosenbauer ARFF vehicle returned to MRY. After some minor outstanding maintenance work onsite, the unit was returned to service in time before the borrowed SJC Oshkosh vehicle was contractually required to be returned.
2. Coordination with MPAD Maintenance and ATCT on airfield painting plan and schedule in preparation for annual FAA certification inspections scheduled for late January.
3. An airline employee who accidentally burned their microwavable hot pocket inside the United Airlines leasehold caused the activation of the fire alarm system. As a precaution the terminal was evacuated until Monterey Fire used several large fans to blow smoke remnants out of the building from the ticketing area. The evacuation necessitated the rescreening of all American Airlines passengers which subsequently resulted in a twenty minute departure delay.
4. The following reports are attached:
 - October Noise Comment Report
 - Operating and Expense Reports for the Taxi and TNC ground transportation systems
 - Commercial Flight Cancellations & Delay Report for October
 - Commercial Flight Schedule for November
5. Below is the summary of scheduled airline activity for November 2018:

Alaska Air flown by Horizon / SkyWest

- Continuing to operate one daily departure to San Diego with the Embraer 175 aircraft
- Scheduled to operate a total of 60 flights (Arrivals and Departures)

Allegiant Air

- Continues service to Las Vegas twice a week on Mondays and Fridays
- Will operate additional service the week of Thanksgiving
- The Airbus 319 continues to be the prevalent operated aircraft
- Scheduled to operate a total of 22 flights (Arrivals and Departures)

United flown by SkyWest

- SFO continues with two daily flights (one on Thanksgiving Day and the day after)
- LAX reduces service from five to four daily flights (two on Thanksgiving Day)
- DEN continues with two daily flights (one on Thanksgiving Day)
- DEN and LAX flights continue to use the CRJ 200 (50 seats) aircraft with the late afternoon LAX turn using a CRJ 700. The Embraer 175 aircraft (76 seats) will be used for the late SFO RON flight and ensuing morning departing to LAX; and the mid-afternoon SFO turn

- Scheduled to operate a total of 470 flights (Arrivals and Departures)

American Eagle flown by SkyWest/Mesa

- PHX service continues with three daily flights
- Scheduled to operate a total of 172 flights (Arrivals and Departures) using the CRJ900 aircraft

Cumulatively speaking, the airlines have added 128 flights (724 vs.596 – an increase of approx. 17.6%) compared to last November. The number of available seats has also increased by approximately 19.7% (46,850 vs. 37,612). This primarily due to the added UA DEN service and the seasonal Thanksgiving holiday increase of Allegiant Air flights.

MRY AIRPORT NOISE COMMENT LOG OCTOBER 2018

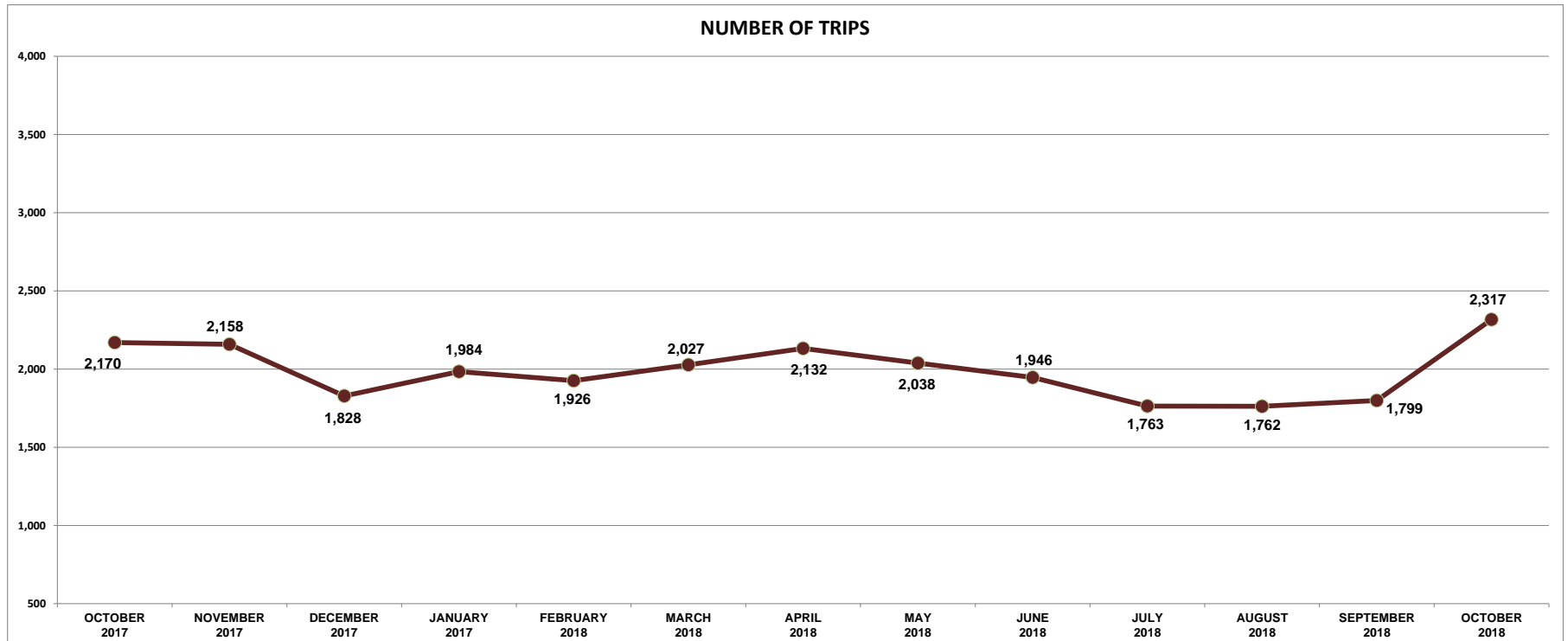
Name	Location (Address)	Incident Date	Incident Time	Aircraft ID	</> of Flight	Comments	By	Action Taken	Notes
AIR OPERATIONS CENTERED AT MONTEREY AIRPORT									
1	Robert Feist	Monterey	10/1/2018	9:43am	F-16	28L dep	Jets flew loud and low. What were they and why was it allowed?	MC	Explained it was the Thunderbird display team.
2	Rolf Langland	Del Rey Oaks	10/7/2018	9am & 10am	SE	pattern	Aerodynamic doing multiple T&G's	MC	Responded confirming complaint received and noted
3	L Virshup	Pasadera	10/9/2018	5.15pm & 6:02pm	"commercial" jets	28L app	Low and loud. Made the ground shake	MC	Responded confirming complaint received and noted
4	Marty Chappell	Fisherman's Flatts	10/13 & 10/14	Throughout the day	SE and TE aircraft / Helicopters	not specified	These operations exceed noise levels and are a disturbance	KG	Mr. Chappell requested detailed information about noise monitoring and accountability. Responded with references to our current noise program guidelines.
5	Daniel Sites	Corral de Tierra	10/16/2018	1am & 1:24am	CRJ 200	Arriving RWY 28L	Stop flying aircraft over my house	KG	Two late arriving United flights.
6	Mike Dawson	Monterey	10/24/2018	7:52am	CRJ200	RWY 28L dpeature	Left turn after t/o. Low & loud	MC	Explained aircraft are occasionally routed left due to factors such as weather and conflicting traffic.
7	Bill DeLacy	Pasadera	10/24/2018	12 - 5pm	Last 90 days	Approach RWY 28L	Planes flying very low on approach directly over Pasadera, this has been happening for last few weeks. Planes should flyover hwy 68 on approach. Please adjust the approach for future flights asap.	KG	Explained the GPS instrument approach process by aircraft in relationship to the airport
8	Mark Chakwin	Pacific Grove	10/25/2018	Between 10 and 10:30am	EMB175, Cessna, Caravan 206	Approach RWY 10R	Low flying aircraft anywhere from 300 to 600 feet. Noisy. Is that legal?	KG	Dialogued on criteria involving the Instrument Landing System which uses a standard glide slope.
9	Mike Dawson	Monterey	10/25/2018	10:46am	CRJ200	Left turn departure	Jet aircraft flew over my home.	KG	ATCT directed the aircraft to turn left for aircraft seperation
10	Mark Watson	CONA	10/27/2018	3:27pm	SE Cessna	RWY 28L departure	Single Engine aircraft flew right over my house	KG	ATCT initiated an early right turn for aircraft seperation due to a ensuing departure of an EMB 175.
11	Lauren Virshup	Pasadera	10/28/2018	2:24pm	EMB 175	Approach RWY 28L	Very low and loud airplane	KG	Responded confirming complaint received and noted
12	Rolf Langland	Del Rey Oaks	10/28/2018	Between 2 - 2:50pm	SE Skylane	Pattern	Aerodynamic doing multiple T&G's	KG	Responded confirming complaint received and noted
13	Lauren Virshup	Pasadera	10/29/2018	1:52pm	EMB 175	Approach RWY 28L	Repeat offender. Large airplane flying low and loud	KG	Responded confirming complaint received and noted
14	Mike Dawson	Monterey	10/30/2018	4:45pm	CRJ 700	Left turn departure	Medium twin jet flew over my home. Very loud. This is a noise sensitive area.	KG	ATCT directed the aircraft to turn left for aircraft seperation
AIR OPERATIONS ORIGINATING FROM ANOTHER AIRPORT									
1									
AIR OPERATIONS OF UNKNOWN ORIGIN									
1									
MONTHLY TOTALS and COMPARISONS									

	October-18	October-17	% Change	Other Airport	UNKNOWN ORIGINS
Number of Complaints:	14	17	-18%	0	0
Number of Operations:	6,309	10,854	-42%	0	0
Annual Total	147	138	% Change 7%	0	0

13-MONTH ROLLING COMPARISON

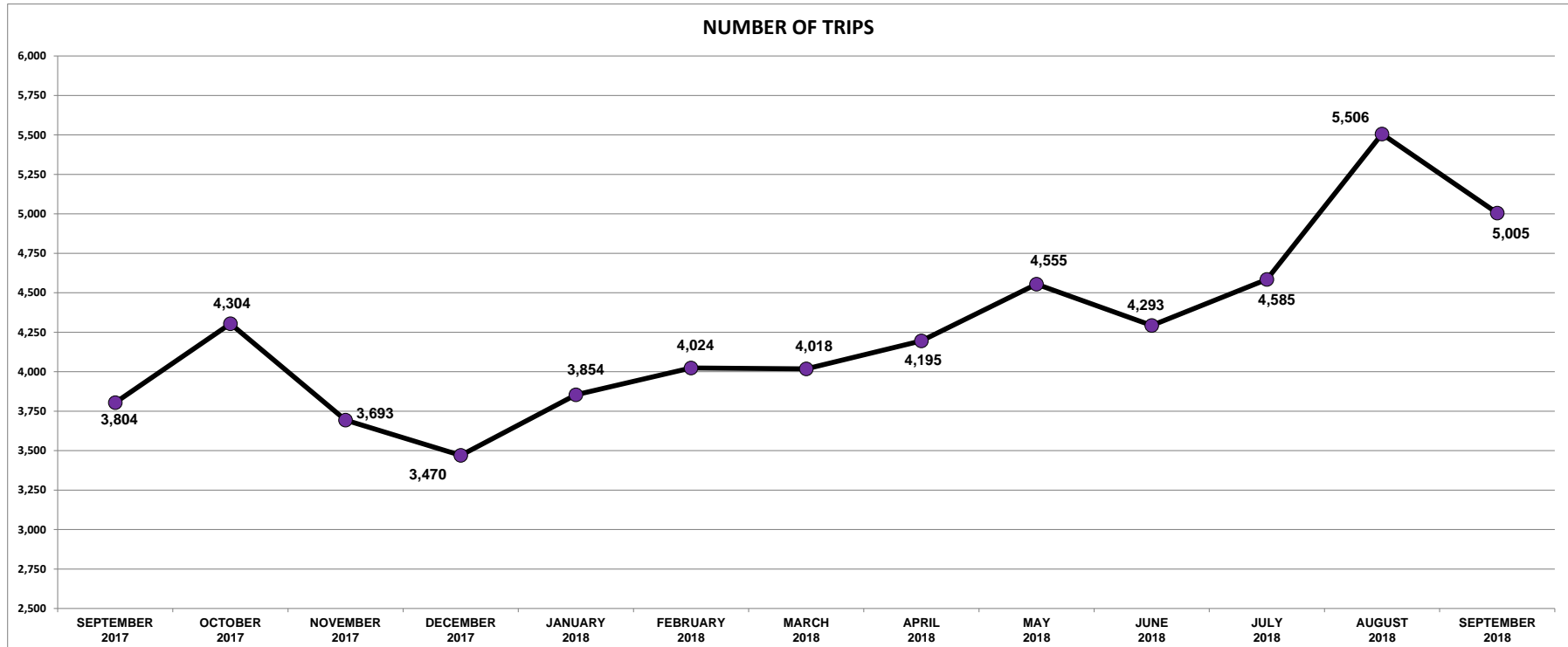
Taxis

NUMBER OF TRIPS



	2017 OCTOBER	2017 NOVEMBER	2017 DECEMBER	2017 JANUARY	2018 FEBRUARY	2018 MARCH	2018 APRIL	2018 MAY	2018 JUNE	2018 JULY	2018 AUGUST	2018 SEPTEMBER	2018 OCTOBER
NUMBER OF TRIPS	2,170	2,158	1,828	1,984	1,926	2,027	2,132	2,038	1,946	1,763	1,762	1,799	2,317
NUMBER OF MEDALLIONS	65	67	67	67	67	68	68	68	68	40	48	49	50
TAXI TRIP FEES	\$ 7,107	\$ 5,781	\$ 6,240	\$ 6,828	\$ 6,570	\$ 6,474	\$ 5,484	\$ 5,952	\$ 5,778	\$ 6,081	\$ 6,396	\$ 5,397	\$ 6,021
TAXI MEDALLION FEES	\$ 250	\$ 500	\$ 250	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ 4,000	\$ 800	\$ 100	\$ 100
TAXI - TOTAL REVENUE	\$ 7,357	\$ 6,281	\$ 6,490	\$ 6,828	\$ 6,570	\$ 6,574	\$ 5,484	\$ 5,952	\$ 5,778	\$ 10,081	\$ 7,196	\$ 5,497	\$ 6,121
CURB MGMT CONTRACT	\$ 2,948												
SOFTWARE LICENSE/HOSTING	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,408	\$ 2,408	\$ 2,408
BEACON LICENSING	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
TAXI - TOTAL EXPENSE	\$ 6,198	\$ 3,250	\$ 3,250	\$ 3,250	\$ 3,250	\$ 3,250	\$ 3,250	\$ 3,250	\$ 3,250	\$ 3,250	\$ 3,408	\$ 3,408	\$ 3,408
OPERATING INCOME / (LOSS)	\$ 1,159	\$ 3,031	\$ 3,240	\$ 3,578	\$ 3,320	\$ 3,324	\$ 2,234	\$ 2,702	\$ 2,528	\$ 6,673	\$ 3,788	\$ 2,089	\$ 2,713
FYTD 2019 (July 2018 - June 2019) OPERATING INCOME / (LOSS)													\$ 15,263
CUMULATIVE (12-MONTH) OPERATING INCOME / (LOSS)													\$ 39,220

Transportation Network Companies (TNCs)



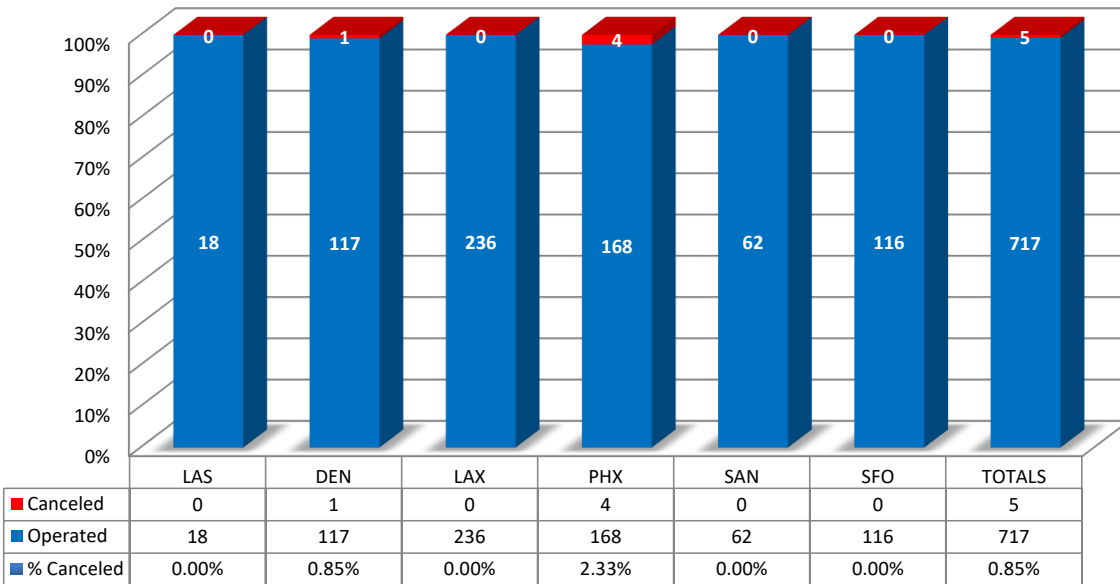
	2017 SEPTEMBER	2017 OCTOBER	2017 NOVEMBER	2017 DECEMBER	2018 JANUARY	2018 FEBRUARY	2018 MARCH	2018 APRIL	2018 MAY	2018 JUNE	2018 JULY	2018 AUGUST	2018 SEPTEMBER
NUMBER OF TRIPS	3,804	4,304	3,693	3,470	3,854	4,024	4,018	4,195	4,555	4,293	4,585	5,506	5,005
NUMBER OF TNCs	2	2	2	2	2	2	2	2	2	2	2	2	2
TNC TRIP FEES	\$ 11,307	\$ 10,710	\$ 10,068	\$ 11,880	\$ 11,412	\$ 12,912	\$ 11,079	\$ 10,410	\$ 11,562	\$ 12,072	\$ 12,054	\$ 16,518	\$ 15,015
TNC PAYMENT PENALTIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TNC - TOTAL REVENUE	<u>\$ 11,307</u>	<u>\$ 10,710</u>	<u>\$ 10,068</u>	<u>\$ 11,880</u>	<u>\$ 11,412</u>	<u>\$ 12,912</u>	<u>\$ 11,079</u>	<u>\$ 10,410</u>	<u>\$ 11,562</u>	<u>\$ 12,072</u>	<u>\$ 12,054</u>	<u>\$ 16,518</u>	<u>\$ 15,015</u>

Cumulative 12-Month Operating Income: \$ 145,692

Fiscal Year To Date (July 2018 - June 2019) Operating Income: \$ 43,587

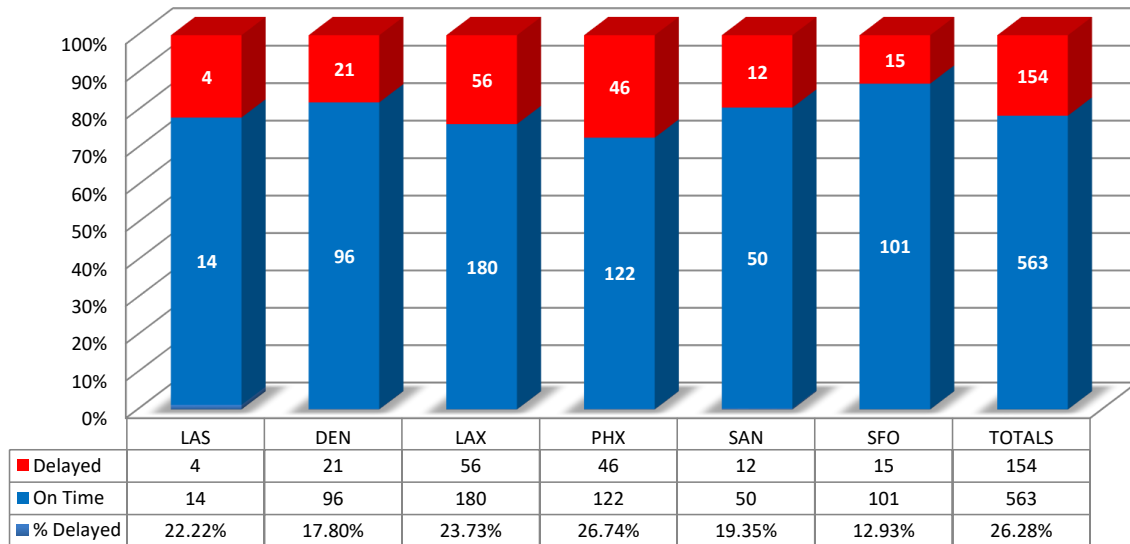
OCTOBER 2018

October Commercial Flights Operated vs. Canceled



TOTAL CANCELATIONS: 5

October Commercial Flights On Time vs. Delayed



TOTAL DELAYED FLIGHTS: 154



Monterey Regional Airport

November 2018 Flight Schedule



		ARRIVALS					DEPARTURES						
Aircraft Type (Seats)	FROM	AIRLINE	FLIGHT	TIME	SCHD	TO	AIRLINE	FLIGHT	TIME	SCHD	Aircraft Type (Seats)		
CRJ200 (50)	LAX		5310	8:15 AM	DAILY	SFO		5316	6:00 AM 6:30 AM	NOV 1-27 NOV 28-30	CRJ200 (50)		
EMB175 (76)	SAN		3389	9:05 AM	DAILY	PHX		5807	6:00 AM	DAILY	CRJ900 (76)		
CRJ900 (76)	PHX		5905	12:00 PM	DAILY	LAX		5521	6:05 AM	DAILY NOV 23	EMB175 (76)		
CRJ200 (50)	LAX		5337	12:30 PM	DAILY	DEN		5924	7:45 AM	DAILY	CRJ200 (50)		
CRJ200 (50)	DEN		5956	1:25 PM	DAILY	LAX		5522	8:45 AM	DAILY	CRJ200 (50)		
EMB175 (76)	SFO		5201	1:55 PM	DAILY EXC NOV 22 23	SAN		3486	9:50 AM	DAILY	EMB175 (76)		
CRJ900 (76)	PHX		5839	3:35 PM	DAILY	PHX		5905	12:40 PM	DAILY EXC NOV 22 23	CRJ900 (76)		
A319 (156)	LAS		1046	3:50 PM 4:15 PM	FRIDAYS MONDAYS	DEN		5882	1:00 PM	DAILY EXC NOV 22	CRJ200 (50)		
CRJ200 (50) or CRJ700 (70)	LAX		5623	4:05 PM	DAILY EXC NOV 22	LAX		5534	2:00 PM	DAILY	CRJ200 (50)		
CRJ200 (50)	LAX		5594	8:55 PM	DAILY EXC NOV 22	SFO		5984	2:30 PM	DAILY EXC NOV 22 23	EMB175 (76)		
CRJ200 (50)	DEN		5998	9:05 PM	DAILY EXC NOV 22	PHX		5839	4:15 PM	DAILY	CRJ900 (76)		
CRJ900 (76)	PHX		5837	6:45PM 10:05PM	NOV 27-28 DAILY EXC NOV 22 23	LAS		1047	5:05 PM 4:40 PM	FRIDAYS MONDAYS	A319 (156)		
EMB175 (76)	SFO		5850	11:25 PM	DAILY EXC NOV 22	LAX		5724	4:40 PM	DAILY EXC NOV 22	CRJ200 (50) or CRJ700 (76)		
A319 (156)	LAS		144**	11/18 - 3:10PM; 11/20 - 3:25PM; 11/22 - 9:40AM; 11/24 - 3:40PM; 11/25 - 10:15AM; 11/30 - 2:20PM		LAS		145**	11/18 - 4:PM; 11/20 - 4:15PM; 11/22; 10:30AM 11/24 - 4:30PM; 11/25 - 11:05AM; 11/30 - 3:10PM		A319 (156)		

*Flight Schedule is general information and subject to change. Schedules are updated monthly and can change daily. Please contact your airline for further information. ** Allegiant seasonal flights

AGENDA ITEM: I
DATE: November 14, 2018

TO: Michael La Pier, Executive Director
FROM: Chris Morello, Deputy Director for Strategy and Development
DATE: November 1, 2018
SUBJ: Planning, Environmental and Maintenance Monthly Project Report

Attached is the current monthly Project Report for the Planning Department with the following highlights for October 2018:

- The Environmental Assessment (EA) for the Infield Safety Area Rehabilitation Project
 - The NEPA Draft EA public comment and review closed on July 30, 2018. The FAA will issue their findings for the Project by the end of calendar year 2018.
- The Environmental Assessment (EA) for the Safety Enhancement Project for Taxiway “A” Relocation and Associated Building Relocations (proposed project)
 - Staff continues to work with the consultants and FAA on the draft EA chapters for NEPA.
- Environmental Impact Report (EIR) on the Proposed Airport Master Plan
 - A Notice of Availability was published on September 17, 2018 regarding the Administrative Draft EIR. Public review and comment began on that date and was set to close on November 9, 2018. A public information workshop was held on October 9, 2018.
- Runway 10L-28R Overlay and PAPI/REIL Installation Project
 - Graniterock held a preconstruction meeting for October 3, 2018. They are still in the process of refining the construction schedule. Due to a twelve/fourteen-week lead time for procurement of the electrical components of the job this project might be on hold until the early spring 2019.
- The Airport ARFF vehicle
 - The Rosenbauer was returned to the Airport on October 25, 2018. The ARFF vehicle that was on loan from San Jose Airport was returned on November 1, 2018.
- Maintenance staff have returned to completing the airfield painting and marking updates in preparation for the Part 139 inspection in January 2019.

FUNDING			EXPENDITURES					STATUS			
PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2019 Expenditures to Date	10/312018	% Physical Complete	Project Name	Current Status	4 Week Look Ahead	
ACTIVE FEDERALLY-FUNDED PROJECTS:											
1	2013-02	59	13-18-C-00-MRY	\$1,180,000	\$1,177,274	\$0	\$0	100%	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 FAA closed out the grant on January 13, 2017. The District portion will remain open until CEQA is completed.
2	2015-03	62	16-21-C-00-MRY	\$335,000	\$300,129	\$33,773	\$333,902	99%	AIRPORT INFIELD SAFETY AREA REHABILITATION- Part A	CEQA - A Mitigated Negative Declaration (MND) was certified. The public comment period for the Draft EA began on June 29, 2018 and closed on July 30, 2018.	FAA will publish their findings by end of calendar year 2018.
3	2016-01	64	16-21-C-00-MRY	\$1,783,654	\$1,208,262	\$128,097	\$1,336,359	70%	NEPA/PROPOSED SAFETY ENHANCEMENT PROJECTS	BOD approved contract with Coffman Associates Inc., on 7/13/16. Grant agreement from the FAA for NEPA review was executed on 9/21/16. NTP was issued.	Preliminary traffic/biological/engineering analysis and engineering continues. Draft EA for public review and comment is tentatively scheduled for Jan/Feb 2019.
4	2016-01	64	District Only at this time.	\$756,346	\$487,274	\$131,390	\$618,664	96%	CEQA PROPOSED MASTER PLAN AND SAFETY ENHANCEMENT PROJECTS	An update was provided on January 31, 2018. The consultant team and staff continue to evaluate and prepare the draft documents.	Release of the Draft EIR on September 17, 2018 and comment period will close on November 9, 2018. Staff and consultants are preparing the final documents which include response to all comments received during the public comment period.
5	2017-06	66	18-22-C-00-MRY	\$2,013,000	\$1,598,387	\$429	\$1,598,815	99%	REPLACEMENT AIRFIELD ELECTRICAL VAULT	Grant Agreement was executed on July 24, 2017. Kobo Utility Construction contract was executed on August 16, 2017. A Notice to Proceed has been provided to KOBO Utility Construction Corp.	Project is in Close Out Phase. Working on final engineering report, As-Built documents, and release of 5% retention.

FUNDING				EXPENDITURES				STATUS			
PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2019 Expenditures to Date	10/312018	% Physical Complete	Project Name	Current Status	4 Week Look Ahead	
6	2017-06	65	18-22-C-00-MRY \$54,670	\$6,990	\$1,223	\$8,213	50%	CONDUCT DISPARITY REPORT	FAA approved the use of PTAC and staff to conduct a Disparity Report. A grant agreement was executed on September 13, 2017.	Staff has gathered the data and provided the information to PTAC for analysis.	
7	2018-09	NA	18-22-C-00-MRY \$1,764,000	\$161,222	\$6,962	\$168,184	10%	RUNWAY 10L-28R OVERLAY AND PAPI	Bid was awarded to Graniterock Construction.	Pre Construction meeting was held in October. Staff are working with Neill Engineering and Graniterock to define the construction schedule.	
8	2019-02	NA	14-09-C-00-MRY \$67,000	\$0	\$4,040	\$4,040	20%	RSA MITIGATION YEAR 4	As the USFW approved Biologist, a contract with SWCA was executed.	SWCA continues to conduct the monthly restoration and maintenance activities.	
9	2019-01	XX	18-22-C-00-MRY \$4,944,345	\$0	\$0	\$0	0%	INFIELD SAFETY AREA RECONSTRUCTION PHASE 1			
OUTSIDE FUNDED PROJECTS:											
10	2019-03	N/A	N/A \$2,128,058					WATER DISTRIBUTION SYSTEM			
ACTIVE DISTRICT-FUNDED PROJECTS:											
11	2018-04	N/A	N/A \$45,000	\$21,079	\$0	\$21,079	75%	EAST END PROCEDURE DEVELOPMENT	A meeting was held with FAA flight procedures on August 24, 2017. A contract with LEAN Engineering is anticipated to be brought to the Board soon.	The 200' HAT of the new 10R procedure was published on November 8, 2018. LEAN and staff continue to assist WFPF providing information as necessary for the 28L Chartered Visual Approach.	

FUNDING				EXPENDITURES				STATUS			
PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2019 Expenditures to Date	10/312018	% Physical Complete	Project Name	Current Status	4 Week Look Ahead	
12	2019-04	N/A	N/A	\$70,000	\$0	\$0	\$0	0%	PURCHASE NEW ARFF VEHICLE		
13	2019-05	N/A	N/A	\$37,500	\$0	\$36,659	\$36,659	0%	INSIDE TERMINAL REFRESH	Hold Room carpet replacement material installation was completed on September 18, 2018.	completed
14	2019-06	N/A	N/A	\$207,000	\$0	\$0	\$22,389	10%	PAVEMENT REHABILITATION FRED KANE DRIVE	Neill Engineers Corp. is preparing bid specifications.	Granite Construction provided the lowest estimate. A contract is on the November Board agenda for approval.