

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

September 20, 2023 - 9:00 AM

**Monterey Regional Airport
200 Fred Kane Drive, Ste. 200
Monterey, CA 93940**

AND

**Navy Gateway Inn & Suites Lobby
1688 Perry Road
Newport, RI 02841**

Due to the expiration of the COVID-19 California State of Emergency, the Monterey Peninsula Airport District will return to holding meetings at the Airport Board Room, with in-person attendance. Members of the public may attend the Board Meeting in person and request to speak to the Board when the Chair calls for public comment. In general, remote comments will not be allowed, except as outlined in the limited circumstances below.

The Monterey Peninsula Airport District will continue to broadcast the Board Meetings via Zoom video conference for viewing by the public. To view the Board meeting via Zoom video conference, please visit www.zoom.us/join and enter the following Meeting ID: **831 7098 4092**. If you do not have access to the internet, you may listen telephonically by calling (253) 215-8782 and entering the same Meeting ID.

In the event that a Board Member utilizes the procedure outlined in AB 2449 to attend a meeting, only then will remote public comments be allowed. Under those circumstances, when the Chair calls for public comment, attendees can queue to speak with the "Raise Hand" feature. On the Zoom application, click the "Raise Hand" button. On the phone, press *9. The Secretary to the Board will call speaker names and unmute speaker microphones. You will have up to 3 minutes to provide your oral comments, pursuant to Board policy.

Members of the public who desire to make a public comment can send an email to info@montereyairport.com and include the following subject line: "Public Comment Item # (insert the agenda item number relevant to your comment)." Written comments should be received by 8:00 AM on the day of the meeting. All submitted comments will be provided to the Board for consideration and will be compiled as part of the record.

A. CALL TO ORDER/ROLL CALL

Chair Sawhney called to order the Regular Meeting of the Monterey Peninsula Airport District Board of Directors at 9:12 AM. Directors Gaglioti, Pick, Leffel, and Miller were in attendance. Director Pick was participating remotely from the alternate location posted on the agenda. The following staff were present: Executive Director La Pier, District Counsel Huber, Deputy Executive Director Morello, Controller Wilson, and Acting Board Secretary Adams.

B. PLEDGE OF ALLEGIANCE

Director Miller led the Pledge of Allegiance.

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

Director Leffel announced that Woody's at the Airport was nominated as one of the ten (10) best sit-down restaurants at an airport by USA Today and voting for #1 is in progress by reader's choice. She encouraged everyone to vote.

District Counsel Huber announced that he had been given direction at the last meeting to bring to the Board rules to be adopted that allow remote public participation during Board of Directors' meetings and although he did not get that ready for today's meeting, we will take remote public comment today.

D. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

Director Pick left the meeting due to technical difficulties at 9:16 AM.

E. CONSENT AGENDA - ACTION ITEMS

- Approve 1. Minutes of the Regular Meeting of the Monterey Peninsula Airport District Board of Directors of August 16, 2023
- Approve 2. Minutes of the Airport Property Development & Leases Committee Meeting of September 8, 2023
- Approve 3. Chair Sawhney's Request to Attend the NBAA Conference in Las Vegas, NV, October 17-19, 2023
- Approve 4. Chair Sawhney's Appointment of Director John Gaglioti to the Vacant Position on the Monterey Peninsula Airport District Budget and Finance Standing Committee

Director Leffel motioned to approve Consent Agenda Items E.1 – E.4. Director Gaglioti seconded. The motion passed unanimously by a roll call vote of 4-0 with Director Pick absent.

Director Pick rejoined the meeting by remote videoconference at 9:19 AM.

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

None.

G. REGULAR AGENDA - ACTION ITEMS

- Adopt 1. Resolution No. 1857, A Resolution Authorizing and Approving the Work Order between the Monterey Peninsula Airport District and Coast Counties Glass, Inc.

Deputy Executive Director Morello presented Item G.1. She indicated the new glass will be installed above the existing panels at the outdoor gate and the project was included in the FY 2024 Capital Improvement Budget, District Only Funded Capital Acquisitions, under Terminal Improvements.

No Public Comment.

Director Leffel motioned to adopt Resolution No. 1857, A Resolution Authorizing and Approving the Work Order between the Monterey Peninsula Airport District and Coast Counties Glass, Inc. Director Gaglioti seconded. The motion passed unanimously by a roll call vote of 5-0.

RESOLUTION NO. 1857

A RESOLUTION AUTHORIZING AND APPROVING THE WORK ORDER BETWEEN THE MONTEREY PENINSULA AIRPORT DISTRICT AND COAST COUNTIES GLASS, INC.

WHEREAS, on June 21, 2023, Resolution No. 1848, A Resolution Authorizing and Approving the Capital Budget of The Monterey Peninsula Airport District (MPAD) for Fiscal Year 2024 was adopted; and

WHEREAS, District-Only Funded Capital Acquisitions Project 2024-04, Terminal Area Improvements is included as a FY24 capital improvement project; and

WHEREAS, This project is Exempt from California Environmental Quality Act (CEQA) per exemption Article 19, Section 15301, Class 1.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: That MPAD approves a work order agreement M07788 with Coast Counties Glass, Inc. to install the extended glass wall at the Outside Courtyard of Gate 1 in an amount not-to-exceed \$41,000.00.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 20th day of September 2023 by the following roll call vote:

AYES:	DIRECTORS: Gaglioti, Pick, Leffel, Miller, & Sawhney
NOES:	DIRECTORS: None
ABSTAIN:	DIRECTORS: None
ABSENT:	DIRECTORS: None

Adopt 2. Resolution No. 1858, A Resolution Certifying the Mitigated Negative Declaration for the Well Water Improvements, Adopting Related Findings and Project Mitigation Measures, and Approving the Well Waterline Improvements Project

District Counsel Huber explained that when certifying a mitigated negative declaration, it is required to hold initial studies, do analysis, notice the public for review, and allow public comment at a Public Hearing, which will be opened after the staff presentation.

Deputy Executive Director Morello reviewed the history of the well project and presented slides that described the mitigation measures identified in the Initial Study and during the review period. One of the mitigation requirements was added based on comments from the City of Monterey during the review period.

The Public Hearing opened at 9:41 AM.

No Public Comments.

The Public Hearing closed at 9:42 AM.

Deputy Executive Director Morello answered questions from the Board.

Director Leffel motioned to adopt Resolution No. 1858, A Resolution Certifying the Mitigated Negative Declaration for the Well Water Improvements, Adopting Related Findings and Project Mitigation Measures, and Approving the Well Waterline Improvements Project. Director Miller seconded. The motion passed unanimously by a roll call vote of 5-0.

RESOLUTION NO. 1858

A RESOLUTION CERTIFYING THE MITIGATED NEGATIVE DECLARATION FOR THE WELL WATER IMPROVEMENTS, ADOPTING RELATED FINDINGS AND PROJECT MITIGATION MEASURES, AND APPROVING THE WELL WATERLINE IMPROVEMENTS PROJECT

WHEREAS, the Monterey Peninsula Airport District (MPAD) proposes well waterline improvements located on MPAD's owned and operated property at the Monterey Regional Airport ("Airport"), at 2801 and 2999 Monterey Salinas Highway; and

WHEREAS, MPAD caused an Initial Study (IS) to be prepared for the Project pursuant to the California Environmental Quality Act (CEQA) (Pub. Resources Code, §21000 et seq.) and the State CEQA Guidelines (Cal. Code Regs., tit. 14, §15000 et seq.); and

WHEREAS, no significant environmental impacts were identified through the environmental review and field investigations; and,

WHEREAS, a Notice of Intent (NOI) to adopt a Mitigated Negative Declaration (MND) was prepared by MPAD and circulated between July 19 and August 18, 2023 to provide interested agencies, organizations, property owners and the general public with an opportunity to express their concerns regarding the potential environmental effects of the Project. The NOI was posted on July 19, 2023 with the Governor's Office of Planning and Research CEQA State Clearinghouse, the airport's website, within the Airport terminal building and within the Monterey Herald publication for a 30-day comment period, as mandated by CEQA; and

WHEREAS, pursuant to Public Resource Code section 21080.3.1, Tribal consultation was conducted between June 13 and July 14, 2023 with no request for consultation received from the Native American tribes; and

WHEREAS, a Public Hearing Notice and NOI to Adopt the Mitigated Negative Declaration was posted on August 31, 2023 at: (1) The County of Monterey, (2) the Airport's website, (3) the Airport terminal building, and to agencies and individuals that provided comment during the 30-day comment period. The NOI provided that additional written comments on the Final Initial Study/MND will be accepted until 5:00 pm on Tuesday, September 19, 2023 or in person during the Public Hearing; and

WHEREAS, less than significant impacts to Biological Resources and Cultural Resources were identified and mitigation measures were incorporated to reduce overall project environmental impacts; and

WHEREAS, MPAD hereby adopts the CEQA Mandatory Findings of Significance as follows:

The proposed project could have potential impacts to sensitive biological resources as discussed in Section IV of the Initial Study. Mitigation measures will be implemented to reduce the impacts below a level of significance.

Similarly, mitigation measures are included to reduce the potential for impacts to cultural resources as discussed in Section V within previously undisturbed portions of the project site to below a level of significance; and

WHEREAS, these CEQA Findings address the changes or alterations that have been incorporated into the Project to reduce all the Project's environmental impacts to below a level of significance.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT THAT:

1. The above recitals are true and correct and are incorporated herein by reference.
2. Pursuant to State CEQA Guidelines section 15090, and based on all information contained in MPAD's files related to the Project, including but not limited to the Project IS that provides MPAD's independent judgment and analysis and its supporting documents, MPAD does hereby certify that:

The Project IS and Final MND was prepared in compliance with CEQA;

The Project IS and Final MND were presented to the Board of Directors of MPAD, and that decision-making body reviewed and considered the information contained in the Project IS prior to approving the Project.
3. Staff is hereby directed to file a Notice of Determination in accordance with CEQA within five working days of these approvals.
4. The custodian of the documents or other materials that constitute the record of proceedings upon which this decision is based is located at the Planning and Development Department, Monterey Regional Airport, 200 Fred Kane Drive, Suite 200, Monterey, CA 93940.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 20th day of September 2023, by the following roll call vote:

AYES: DIRECTORS: Gaglioti, Pick, Leffel, Miller, Sawhney
NOES: DIRECTORS: None
ABSTAIN: DIRECTORS: None
ABSENT: DIRECTORS: None

Adopt 3. Resolution No. 1859, A Resolution Authorizing and Amending the Fiscal Year 2024 Salary Schedule, Listing Salary Ranges for the Monterey Peninsula Airport District

Controller Wilson presented Item G.3 reminding the board that a new position for Financial Analyst had been approved as part of the Fiscal Year 2024 Salary Schedule. He explained that since the Financial Accountant has now retired, staff recommend combining the positions and changing the Financial Analyst to an Assistant Controller, creating an overall savings of \$85k annually.

Controller Wilson answered questions from the Board.

Director Leffel motioned to adopt Resolution No. 1859, A Resolution Authorizing and Amending the Fiscal Year 2024 Salary Schedule, Listing Salary Ranges for the Monterey Peninsula Airport District. Director Gaglioti seconded. The motion passed unanimously by a roll call vote of 5-0.

Approve 4. Amendment to Employment Agreement with Michael La Pier

District Counsel Huber presented Item G.4 and proposed an amendment to the Amendment to Employment Agreement included in the packet, to change the July 1, 2023 effective date in paragraph one to August 1, 2023 to match the contract.

No Public Comment.

Director Leffel motioned to approve the Amendment to Employment Agreement with Michael La Pier with the proposed amendment. Director Miller seconded. The motion passed by a roll call vote of 4-1 with Chair Sawhney voting no.

RESOLUTION NO. 1859

A RESOLUTION AUTHORIZING AND AMENDING THE FISCAL YEAR 2024 SALARY SCHEDULE, LISTING SALARY RANGES FOR THE MONTEREY PENINSULA AIRPORT DISTRICT

WHEREAS, pursuant to Government Code, on June 21, 2023 the Board approved Resolution No. 1846, A Resolution Authorizing and Approving the Fiscal Year 2024 Salary Schedule, Listing Salary Ranges for the Monterey Peninsula Airport District ("District"), which is still in effect.

WHEREAS, the Fiscal Year 2024 Salary Schedule included the addition of a Financial Analyst position; and to date that position remains unfilled.

WHEREAS, with the recent retirement of the District's Financial Accountant, District staff recommends eliminating the Financial Accountant position, changing the title of the Financial Analyst position to Assistant Controller, and redefining the duties and responsibilities of the Assistant Controller to include the key duties of the Financial Accountant.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: That the Financial Accountant position is eliminated, the position of Financial Analyst is changed to Assistant Controller, the salary range for the Assistant Controller is incorporated in the Amended Fiscal Year 2024 Salary Schedule, and compensation of all employees of the Monterey Peninsula Airport District as set forth and prescribed in the Fiscal Year 2024 Salary Schedule Listing Salary Ranges, as amended, is hereby 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 2024 Salary Schedule as Amended September 20, 2023 by Resolution No. 1859", listing salary ranges.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 20th day of September 2023 by the following roll call vote:

AYES:	DIRECTORS:	Gaglioti, Pick, Leffel, Miller, Sawhney
NOES:	DIRECTORS:	None
ABSTAIN:	DIRECTORS:	None
ABSENT:	DIRECTORS:	None

H. BOARD COMMITTEE REPORTS AND ACCEPTANCE OF DEPARTMENT REPORTS

Standing Committees:

- | | |
|---|----------------------------|
| i. Budget and Finance | Director Leffel & Vacant |
| ii. Air Service, Marketing, Community Relations | Directors Sawhney & Pick |
| iii. Airport Property Development and Leases | Directors Sawhney & Miller |

b. Ad-Hoc Committees:

i. Local Jurisdiction Liaison Director Sawney & Leffel

c. Liaison/Representatives:

i. Local Agency Formation Commission	Director Leffel
ii. Regional Taxi Authority	Director Pick
iii. Transportation Agency for Monterey County	Vacant
iv. Special Districts Association Liaison	Director Sawhney
v. Association of Monterey Bay Area Governments	Director Miller

Director Leffel reported she and staff met informally to review financials but there was no committee meeting.

Director Pick reported for the Air Service Committee.

Director Leffel suggested the Landrum & Brown report be given to the entire Board quarterly. Executive Director La Pier agreed to put it on the October agenda.

Chair Sawhney reported for the Lease Committee. Controller Wilson gave a report on leases in development.

Matt Pasztalaniec, a member of the public, made Public Comment regarding the timing of the fuel station moving to the north side.

There was no Ad Hoc committee meeting.

There was no Regional Taxi Authority meeting.

There is no appointee to TAMC.

Chair Sawhney reported on the CSDA Conference in Monterey.

Director Miller reported on the AMBAG meeting.

I. PENDING REQUESTS FOR FUTURE AGENDA ITEMS

- Adopt Rules for Remote Public Participation during Board of Director Meetings
- Appoint Two Board Members to City of Monterey Communications Committee
- DRO FY24 Cost of Service for Police Services


J. DISCUSSION OF FUTURE AGENDAS

None.

K. ADJOURNMENT

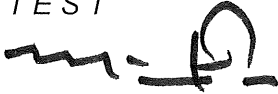
The meeting adjourned at 10:48 AM.

Approved at the
Meeting of October 24, 2023



Mary Ann Leffel, Chair Pro Tem

ATTEST



Michael La Pier, AAE
District Secretary