

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

August 10, 2016 10:00 AM

**Board Room, 2nd Floor of the Airport 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

1. Recognition of 15 Years of Service

<u>Name</u>	<u>Department</u>	<u>Position</u>
Vladimir Shirokov	Maintenance	Custodian

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

(10:15AM - 10:30AM Estimated)

(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 Regular Meeting of July 13, 2016](#)

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

G. REGULAR AGENDA – ACTION ITEMS

(10:45AM - 11:45AM Estimated)

- Presentation 1. [Solar Array Analysis Process and Project Scheduling by OpTerra Energy Services](#)
- Approve 2. [Response to the 2015-2016 Grand Jury Report](#)
- Approve 3. [Proclamation in Recognition and Appreciation of McCall Events, Inc.](#)
- Adopt 4. [Resolution No. 1669, A Resolution Amending, Authorizing and Approving the Fiscal Year 2017 Salary Schedule Listing Salary Ranges and Pay Steps as Attached](#)

H. ACCEPTANCE OF DEPARTMENT REPORTS

(10:30AM - 10:45AM Estimated)

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

I. BOARD COMMITTEE REPORTS

(11:45AM - 12:00PM Estimated)

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

- a. Standing Committees:
 - i. Local Jurisdiction Liaison Directors Leffel & Nelson
 - ii. Budget and Finance Directors Sabo & Leffel
 - iii. Air Service, Marketing, Community Relations Directors Miller & Nelson

- b. Ad-Hoc Committees:
 - i. Community Affairs Directors Sabo & Leffel
 - ii. Airport Property Development & Leases Directors Nelson & Miller
 - iii. Noise Mitigation Directors Sabo & Nelson

- c. Liaison/Representatives:
 - i. Local Agency Formation Commission Director Leffel Alt: Searle
 - ii. Regional Taxi Authority Director Leffel Alt: La Pier
 - iii. Transportation Agency for Monterey County Director Sabo Alt: Nelson
 - iv. Water Management District (Policy Advisory) Director Leffel Alt: Searle
 - v. Special Districts Association Liaison Director Miller

J. CLOSED SESSION

(1:00PM - 1:30PM Estimated)

- 1. **PUBLIC EMPLOYEE EVALUATION** (Government Code Section 54957(b)) The Board will meet to consider the evaluation of performance related to the following position: Executive Director.
- 2. **REAL PROPERTY NEGOTIATIONS** (Government Code Section 54956.8) The Board will meet with Real Property Negotiators, Executive Director and District Counsel, regarding the property identified as 401 Skypark Drive, Monterey, CA 93940.

K. RECONVENE TO OPEN SESSION

L. PENDING REQUESTS FOR FUTURE AGENDA ITEMS

M. 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.)

N. 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. In order 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 REGULAR MEETING OF THE MONTEREY PENINSULA AIRPORT DISTRICT BOARD OF DIRECTORS
July 13, 2016 10:00 AM, BOARD ROOM

A. CALL TO ORDER/ROLL CALL

Chair Leffel called to order the Regular Meeting of the Board of Directors at 10:00am. Directors Miller, Nelson and Sabo were present. Director Searle was absent. 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

Director Nelson led the Pledge of Allegiance.

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

Michael La Pier, Executive Director, tabled Item 5, to be returned to the Board at the August Regular Meeting. Director Nelson moved to table Item 5. Director Miller seconded the motion. The motion passed unanimously.

D. PUBLIC COMMENTS

None.

E. CONSENT AGENDA – ACTION ITEMS

(10:15AM - 10:30AM Estimated)

(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 Special Meeting of June 1, 2016

Approve 2. Minutes of the Regular Meeting of June 8, 2016

Director Sabo moved to approve Items E.1 and E.2. Director Miller seconded the motion. The motion passed unanimously.

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

G. ACCEPTANCE OF DEPARTMENT REPORTS

(10:30AM - 10:45AM Estimated)

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

Chair Leffel requested that the Board move Item G, the Acceptance of Department Reports, to after the Regular Agenda Action Items. Director Miller moved to approve this change. Director Sabo seconded the motion. The motion passed unanimously.

H. REGULAR AGENDA – ACTION ITEMS

(10:45AM - 11:45AM Estimated)

Presentation 1. 75th Anniversary Video Presentation by Chris Chidlaw, Chidlaw Marketing

Chris Chidlaw, Chidlaw Marketing, presented Item H.1.

Approve 2. Vote for one candidate in the 2016 Board Elections to elect as a representative to the California Special Districts Association (CSDA) Board of Directors in the District's region for Seat B

Director Sabo suggested that the Board abstain from voting for Seat B of CSDAs Board of Directors in the District's region, Chair Leffel agreed and requested a motion. Director Sabo moved to abstain from voting. Director Miller seconded the motion. The motion passed unanimously.

Adopt 3. Resolution No. 1666, A Resolution Authorizing and Approving a Professional Service Agreement with OpTerra Energy Services Inc., for preparation and assessment of an up-to three-acre solar photovoltaic (PV) electric generating system

Chris Morello, Planning Manager/Grants Administration presented Item H.3.

Chair Leffel reported that a change in wording needed to be made, the word "that" was used twice and one needed to be removed.

Director Miller moved to adopt Resolution No. 1666. Director Sabo seconded the motion. The motion passed by a roll call vote of 4-0.

RESOLUTION NO. 1666

A RESOLUTION AUTHORIZING AND APPROVING A PROFESSION SERVICE AGREEMENT WITH OPTERRA ENERGY SERVICES INC., FOR PREPARATION AND ASSESSMENT OF AN UP-TO THREE-ACRE SOLAR PHOTOVOLTAIC (PV) ELECTRIC GENERATING SYSTEM

WHEREAS, On March 24, 2016 The Monterey Regional Airport (Airport) solicited submission of a statement of qualifications ("Statement of Qualifications") from highly qualified and experienced individuals, firms, partnerships, corporations, associations, or professional organizations for preparation, assessment and implementation of an up-to three-acre solar photovoltaic (PV) electric generating system; and

WHEREAS, On April 27, 2016 at 1:00 p.m. four (4) proposals were received in response to the Request for Proposals (RFQ) for the assessment/analysis of a PV array; and

WHEREAS, A review panel evaluated the proposals using defined scoring criteria; and

WHEREAS, OpTerra Energy Services, Inc. was the lead choice to conduct the assessment/analysis; and

WHEREAS, Staff has negotiated a draft Professional Services Agreement with OpTerra Energy Services Inc. to conduct the assessment/analysis; and

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT THAT: the proposed contract agreement between the MPAD and OpTerra Energy Services Inc. is hereby approved;

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 13th day of July, 2016 by the following roll call vote:

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

Adopt 4. Resolution No. 1667, A Resolution Authorizing and Approving a Professional Service Agreement with Coffman Associates, Inc. for preparation of an Environmental Assessment for the proposed Airport Safety Enhancement Project, and an Environmental Impact Report on the Proposed Airport Master Plan

Chris Morello, Planning Manager/Grants Administration presented Item H.4.

Director Nelson moved to adopt Resolution No. 1667. Director Miller seconded the motion. The motion passed by a roll call vote of 4-0.

RESOLUTION NO. 1667

A RESOLUTION AUTHORIZING AND APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH COFFMAN ASSOCIATES, INC FOR PREPARATION OF AN ENVIRONMENTAL ASSESSMENT FOR THE PROPOSED AIRPORT SAFETY ENHANCEMENT PROJECT AND AN ENVIRONMENTAL IMPACT REPORT ON THE PROPOSED AIRPORT MASTER PLAN

WHEREAS, the Board of Directors of the Monterey Peninsula Airport District (MPAD) adopted the FY 2016 Airport Capital Improvement Plan (ACIP) on November 18, 2015, including the project titled *Terminal and Air Rescue and Firefighter Building Environmental Assessment- 2016*; and

WHEREAS, representatives of the Federal Aviation Administration (FAA) have indicated a willingness to fund an Environmental Assessment (EA) for the Proposed Airport Safety Enhancement Project; and

WHEREAS, reimbursement of MPAD CEQA costs for the preparation of an Environmental Impact Report (EIR) for the Proposed Airport Master Plan is anticipated as the construction of individual projects listed within the EIR are accomplished and submitted to and approved by the FAA; and

WHEREAS, a grant application has been submitted to the FAA using Airport Improvement Program (AIP) FAA-FY2016 Entitlement funds to prepare the environmental documentation for the EA; and

WHEREAS, to that end MPAD Staff has negotiated a professional services agreement with Coffman Associates, Inc. to prepare the environmental documentation for the EA and EIR, in an amount not to exceed \$2,374,186.00; and

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: That MPAD contract with the firm of Coffman Associates, Inc. to prepare an Environmental Assessment for the Proposed Airport Safety Enhancement Project and an Environmental Impact Report on the Proposed Airport Master Plan at the Monterey Regional Airport, and authorizing the Executive Director, or his designee, to execute said contract.

BE IT FURTHER RESOLVED THAT execution of the EA portion of said contract is conditioned upon receipt of a grant from the FAA in compliance with the scope of work and cost estimate provided to the FAA.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 13 day of July 2016, by the following roll call vote:

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

Approve 5. Approval of Amendment to Lease Between Monterey Peninsula Airport District and Tioga Land Company

Item 5 was moved to the August Regular Meeting.

Adopt 6. Resolution No. 1668, A Resolution of the Board of Directors of the Monterey Peninsula Airport District Supporting the Transportation Safety and Investment Plan Presented by the Transportation Agency for Monterey County

Director Sabo moved to adopt Resolution No. 1668. Director Miller seconded the motion. The motion passed by a roll call vote of 4-0.

RESOLUTION NO. 1668

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT SUPPORTING THE TRANSPORTATION SAFETY & INVESTMENT PLAN PRESENTED BY THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY

WHEREAS, there are over \$1 billion in unfunded transportation needs in Monterey County for local road maintenance, pothole repair, regional safety, and walkability improvements over the next thirty years; and

WHEREAS, the Transportation Agency for Monterey County (TAMC) Board of Directors has proposed placing before the voters a three eighths of one percent (3/8%) sales tax for 30 years to fund projects and programs by adoption of a transportation expenditure plan entitled "Transportation Safety & Investment Plan", which includes improvements to Highway 68, State Route 156, and critical local road maintenance that would benefit visitors of the Monterey Regional Airport; and

WHEREAS, a three eighths of one percent (3/8%) sales tax would help fill this unfunded need, leverage additional state and federal funding, provide additional flexibility in times of state and federal funding shortfalls, and provide local control over our ability to meet our transportation needs; and

WHEREAS, the TAMC Board of Directors is comprised of elected or appointed officials from the cities of Carmel-by-the-Sea, Del Rey Oaks, Gonzales, Greenfield, King City, Marina, Monterey, Pacific Grove, Salinas, Sand City, Seaside, Soledad and the County of Monterey, and a representative from the Monterey Peninsula Airport District serves as an ex-officio member of the Board.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Monterey Peninsula Airport District hereby finds as follows:

1. The Transportation Safety and Investment Plan provides economic, legal, social, technological, and other benefits -- including increased safety, congestion reduction, and meets identified community priorities; and
2. The Board believes that the Monterey Regional Airport, which is operated by the Monterey Peninsula Airport District, would benefit from the transportation improvements contained in the Transportation Safety and Investment Plan; and
3. The Board supports placing the tax contemplated by the Transportation Safety and Investment Plan on a future ballot for consideration by the voters of Monterey County.

AND BE IT FURTHER RESOLVED that the Board of Directors of the Monterey Peninsula Airport District hereby:

1. Supports the Transportation Safety & Investment Plan as the expenditure plan for Transportation Sales Taxes in Monterey County (Exhibit A); and
2. Requests that the Board of Supervisors of the County of Monterey approve the placement of the Transportation Safety and Investment Tax on the ballot for consideration by the voters.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 13th day of July, 2016, by the following roll call vote:

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

Discussion 7. Well Water Filtration System Cost Analysis

Michael La Pier, Executive Director, presented Item H.7.

Approve 8. Establish Procedure for Response to Grand Jury Report

Scott Huber, District Counsel, presented Item H.8.

Chair Leffel and Director Miller will form and Ad-Hoc Committee to establish a response to the Grand Jury Report.

I. BOARD COMMITTEE REPORTS

(11:45AM - 12:00PM Estimated)

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

a. Standing Committees:

- | | |
|--|---------------------------|
| i. Local Jurisdiction Liaison | Directors Leffel & Nelson |
| ii. Budget and Finance | Directors Sabo & Leffel |
| iii. Air Service, Marketing, Community Relations | Directors Miller & Nelson |

b. Ad-Hoc Committees:

- | | |
|---|---------------------------|
| i. Community Affairs | Directors Sabo & Leffel |
| ii. Airport Property Development & Leases | Directors Nelson & Miller |
| iii. Noise Mitigation | Directors Sabo & Nelson |

c. Liaison/Representatives:

- | | | |
|---|-----------------|--------------|
| i. Local Agency Formation Commission | Director Leffel | Alt: Searle |
| ii. Regional Taxi Authority | Director Leffel | Alt: La Pier |
| iii. Transportation Agency for Monterey County | Director Sabo | Alt: Nelson |
| iv. Water Management District (Policy Advisory) | Director Leffel | Alt: Searle |
| v. Special Districts Association Liaison | Director Miller | |

J. CLOSED SESSION

(1:00PM - 1:30PM Estimated)

1. **PUBLIC EMPLOYEE EVALUATION** (Government Code Section 54957(b)) The Board will meet to consider the evaluation of performance related to the following position: Executive Director.

Closed Session Item J.1 was moved to the August Regular Meeting.

K. RECONVENE TO OPEN SESSION

L. PENDING REQUESTS FOR FUTURE AGENDA ITEMS

M. DISCUSSION OF FUTURE AGENDAS

N. ADJOURNMENT

The meeting adjourned at 12:29pm.

Fly Monterey Solar Program				
PROGRAM DEVELOPMENT		IMPLEMENTATION & CONSTRUCTION		MONITORING
		<i>Date</i>	<i>Achieved?</i>	<i>Responsible Party</i>
PROGRAM DEVELOPMENT				
Request for Qualifications		3/24 - 4/27	X	MRY
Interview		5/10	X	OpTerra & MRY
DEVELOPMENT:	OpTerra to provide draft Program Development Agreement for review	5/20	X	OpTerra
BOARD:	Approve Program Development Agreement to begin program development	7/13	X	OpTerra & MRY
DEVELOPMENT:	PDA Kick-Off Meeting: Introductions, Overview of Program and Components, Roles and Responsibilities	8/1	X	OpTerra & MRY
DEVELOPMENT:	Site walks, data gathering, preliminary engineering	8/1 - 9/9	ongoing	OpTerra
BOARD:	Update to the Board on program schedule	8/10		OpTerra & MRY
LEGAL:	OpTerra to provide Energy Services Contract template for legal review	8/26		OpTerra
LEADERSHIP:	Agree on final ECM scopes and PV design	9/13		OpTerra & MRY
FUNDING:	Meeting with Financing Director on financing options and process, review preliminary financials	9/13		OpTerra & MRY
DEVELOPMENT:	Initiate FAA review process and CEQA process	9/14		OpTerra
LEGAL:	MRY to provide comments to ESC template	9/26		MRY
BOARD:	Update to the Board on program scope and progress	10/12		Board Meeting
DEVELOPMENT:	Competitive procurement for labor and equipment	9/14 - 10/14		OpTerra
FUNDING:	Run financing RFP	10/3 - 10/14		OpTerra
LEADERSHIP:	Leadership team meeting on financing RFP results, financial savings and structure, populated ESC	10/27		OpTerra & MRY
LEGAL:	Post public notice for California Government Code 4217	11/2		MRY
BOARD:	Public Hearing for 4217 and Board Approval to Execute ESC, Financing Approval	11/16		Board Meeting
DEVELOPMENT / FUNDING:	Financing Agreements Executed	11/23		MRY
LEADERSHIP:	Notice to Proceed	11/30		MRY
IMPLEMENTATION & CONSTRUCTION				
OpTerra finalizes engineering and design, FAA Submittals, equipment procurement		Fall		OpTerra
OpTerra begins construction - On-Site Construction Management Team works closely with MRY staff and partners to coordinate construction + minimize impact		Winter/Spring		OpTerra
Ribbon Cutting Ceremony to Celebrate the Program		Spring		OpTerra & MRY
MONITORING				
Begin Realizing energy benefits		Spring		OpTerra
Project Performance Validation and Maintenance and Operations		Ongoing		OpTerra

AGENDA ITEM: G-2
DATE: August 10, 2016

TO: Monterey Peninsula Airport District Board of Directors
FROM: Michael La Pier, Executive Director
Scott E. Huber, District Counsel
SUBJ: Approval of Response to Grand Jury Report

BACKGROUND. The Board will consider approving the response to the 2015-2016 Monterey County Grand Jury Final Report.

STAFF ANALYSIS. On or about June 13, 2016, the Monterey County Civil Grand Jury delivered a report to the Board of Directors entitled “The Slowly Expanding Use of Body-Worn Video Cameras by Law Enforcement Agencies in Monterey County.” On July 13, 2016, the Board established a procedure to respond and appointed Chair Leffel and Director Miller to an ad hoc committee to prepare a response for approval by the Board. The Board is obligated to submit its response to the Presiding Judge no later than September 11, 2016. Approval of the responses must be by formal Board action in open session.

The contents of a response to a grand jury report are stated in Penal Code section 933.05. This section requires that as to each grand jury finding, the Board must state that: (i) it agrees with the finding; (ii) it disagrees entirely with the finding; or (iii) it disagrees with part of the finding, in which case it must specify the part of the finding it disputes.

After addressing the findings in this manner, the Board must also respond to each grand jury recommendation. As to each, it must specify one of the following dispositions: (i) the recommendation has been implemented, with a summary regarding how such implementation was carried out; (ii) the recommendation will be implemented, with a timeframe given for such implementation; (iii) the recommendation will be further studied, including discussion of the scope of the study and the timeframe in which it will occur; or (iv) the recommendation will not be implemented and an explanation as to why the recommendation is unwarranted or unreasonable.

The ad hoc committee met with the Executive Director and District Counsel to review and revise proposed responses. The attached draft response letter was approved by the ad hoc committee members for consideration by the Board of Directors.

FISCAL IMPACT. None

RECOMMENDATION. Approve the District’s response to the 20145-2016 Monterey County Grand Jury Final Report and authorize the Chair to sign the response on behalf of the Board of Directors.

ATTACHMENT(S)

Draft Response to the 2015-2016 Monterey County Grand Jury Report

August 10, 2016

The Honorable Mark E. Hood
Presiding Judge of the Superior Court
County of Monterey
240 Church Street
Salinas, CA 93901

Re: *Monterey Peninsula Airport District's Response to 2015-2016 Monterey County Civil Grand Jury Report*

Dear Judge Hood:

Pursuant to Penal Code section 933, subsection (c), et seq., the Monterey Peninsula Airport District has reviewed the 2015-2016 Monterey County Civil Grand Jury Final Report ("Final Report") regarding the operations of the Monterey Regional Airport. The Monterey Peninsula Airport District, which operates the Monterey Regional Airport (collectively referred to as "MPAD"), would like to thank the Grand Jury members for their effort and dedication in researching the issues and in preparing the annual report related to body-worn cameras ("BWCs").

In preparing this response, information and input was obtained from various sources regarding each finding and recommendation, including the Police Chief, whose information and input is incorporated in the responses. In response to the Final Report released June 30, 2016, the MPAD Board of Directors [[[unanimously - TBD]]] approved the following response in a public session of its duly noticed meeting held on August 10, 2016.

FINDINGS

F1. The use of BWCs responds to public demands for greater law enforcement transparency.

Response: Agree.

F2. BWCs, when recording lawful police conduct, provide positive risk management benefits.

Response: Agree.

F3. BWC recordings can serve as a valuable officer training resource.

Response: Agree.

F4. Law enforcement best practices now include law enforcement's use of BWCs when funds have been made available for their purchase and that of required data storage capacity.

Response: Agree.

F5. At a minimum in California, written department policies must comply with the requirements of Penal Code Section 832.18.

Response: Agree.

F24. The Monterey Regional Airport Police Department provides BWCs for its officers' use in accordance with an official, but only oral, department policy regarding their use.

Response: Disagree. MPAD provides BWC's for its officers' use in accordance with an official, written department policy. MPAD's written policy was in place since 2012, the year when BWCs were initially deployed by the MPAD Police Department.

F25. The Monterey Regional Airport Police Department's BWC policy does not meet all of the requirements of the Penal Code Section 832.18.

Response: Disagree. MPAD's written BWC policy fully complies with the requirements of Penal Code section 832.18. Penal Code section 832.18 requires that agencies **consider** a list of enumerated best practices in preparing and adopting policies related to the use of BWCs. However, it does not require the inclusion of those provisions in the final policy. In preparing its policy, the MPAD Police Chief **considered** the provisions of Penal Code 832.18 and adopted a policy that best meets the operational needs of the MPAD police department given the current resources of the department.

RECOMMENDATIONS

R33. The chief of the Airport Police Department shall meet with the department's legal counsel as soon as the meeting can be arranged to review the legal sufficiency of the department's existing body-worn camera policy, to revise the policy to include, at a minimum, the "best practices" as set forth in California Penal Code 832.18, and to convert the policy to written form.

Response: Has been implemented. Without violating the attorney-client privilege, MPAD's BWC policy fully complies with Penal Code section 832.18, and is consistent with the Penal Code's mandate to consider the enumerated best practices in creating and implementing the BWC policy. In addition, MPAD's BWC policy is and was in written form prior to the investigation conducted by the Grand Jury, and a copy of the written policy was provided to the Grand Jury prior to the issuance of the Final Report.

R34. The chief of the Airport Police Department shall meet with the department's legal counsel at least annually to review the state law relating to the use of body-worn cameras and the storage of their recordings, and to revise department policy if necessary to comply with such laws.

Response: Has been implemented. Without violating the attorney-client privilege, the Police Chief, Executive Director and legal counsel will regularly review the BWC policy to ensure compliance with the law, as may be amended from time to time, and to ensure that the policy meets the needs of the Airport, its customers, and members of the public.

Respectfully submitted,

Mary Ann Leffel, Chair
Monterey Peninsula Airport District

Monterey Peninsula Airport District

A PROCLAMATION IN RECOGNITION AND APPRECIATION OF MCCALL EVENTS, INC.

WHEREAS, the Monterey Peninsula Airport District would like to celebrate and congratulate McCall Events for its continued success in hosting the McCall's Motorworks Revival event at the Monterey Regional Airport; and

WHEREAS, McCall Events, a unique and experiential marketing and public relations company with a special emphasis on motoring, vintage cars, and motorcycles, produces exclusive VIP events which create an entertaining atmosphere of luxury and elegance; and

WHEREAS, Gordon McCall's Motorworks Revival Event, in its twenty-fifth year, continues to be viewed as the benchmark event and kickoff party for the famously well-known automotive week held in Monterey, California every August; and

WHEREAS, thousands of guests are attracted to the Monterey Jet Center for this exclusive luxury event and are given the opportunity to peruse various aircraft and private jets, rare and vintage cars and motorcycles, while also being surrounded by luxury goods and gourmet food and drink; and

WHEREAS, this event has been a major sponsor and supporter of the CHP 11-99 Foundation, which assists families of CHP officers killed in the line of duty, and many of the McCall's Motorworks Revival's VIP guests and sponsors offer generous donations throughout the evening, making the charity component a significant part of the event; and

WHEREAS, since their inaugural event in 1992, McCall Events have continued to celebrate the combination of both aviation and automotive interests with McCall's Motorworks Revival, one of the most exclusive luxury lifestyle events of its kind.

NOW, THEREFORE, I, Mary Ann Leffel, Chair of the Monterey Peninsula Airport District Board of Directors, in concurrence with the Board of Directors, do hereby recognize and congratulate Gordon McCall and McCall Events, Inc. on its 25 years of success and excellence presenting a world-class event known as Motorworks Revival at Monterey Regional Airport.

Mary Ann Leffel, Chair

TO: Monterey Peninsula Airport District Board of Directors
FROM: Michael La Pier, Executive Director
SUBJ: Creation of New Position and Amendment to the 2017 Salary Schedule Listing Salary Ranges and Pay Steps for the Monterey Peninsula Airport District

BACKGROUND. With the recent resignation of the Marketing and Public Relations Coordinator and the continued realignment of the organization, the District is in need of personnel to complete certain tasks to assist the Executive Director in the disciplines of communications and community relations. In an effort to maximize efficiency and to better position the airport to achieve long term success, it is proposed the District create the position of Coordinator – Communications and Community Affairs.

The tasks of this new position will be to coordinate all external communications, strategic communication planning, media relations as well as public and governmental relations. This position reports directly to and serves as a strategic advisor to the Executive Director regarding public and governmental relations matters. It is also responsible for oversight and direction of all marketing and social media outreach behalf of Monterey Regional Airport. The job description for the position of Coordinator – Communications and Community Affairs is attached.

SCOPE. The changes to the FY 2017 Salary Schedule are shown below.

The amended FY 2017 Salary Schedule, if approved, would be:

PAY STEPS: ANNUAL, MONTHLY & HOURLY -- FULL-TIME & PART-TIME								
	STEP	1	2	3	4	5	6	7
DEPUTY EXECUTIVE DIRECTOR - ADMINISTRATION AND FINANCE	ANNUAL	120,000	122,832	125,664	128,500	130,668	132,828	135,000
	PER MONTH	10,000	10,236	10,472	10,708	10,889	11,069	11,250
	PER HOUR	57.69	59.05	60.42	61.78	62.82	63.86	64.90
COORDINATOR - COMMUNICATIONS AND COMMUNITY AFFAIRS	ANNUAL	65,000	70,000	75,000	80,000	85,000	90,000	95,000
	PER MONTH	5,417	5,833	6,250	6,667	7,083	7,500	7,917
	PER HOUR	31.25	33.65	36.06	38.46	40.87	43.27	45.67

IMPACT ON OPERATING REVENUE. None.

IMPACT ON OPERATING EXPENSE. The operating expense related to this position will be reflected in the expense performance of Finance and Administration. Impact will result in an increase in salary and benefits

IMPACT ON OPERATIONS. This position will coordinate all external communications with the business community, civic organizations, community at large and local, state and federal government offices. This position will support the Executive Director.

STRATEGIC PLAN. Not Applicable.

RECOMMENDATION. Adopt Resolution No. 1669, A Resolution Amending Resolution No. 1664, A Resolution Authorizing and Approving the Fiscal Year 2017 Salary Schedule Listing Salary Ranges and Pay Steps for the Monterey Peninsula Airport District and Approve the Attached Job Description for the Coordinator – Communications and Community Affairs.

ATTACHMENTS.

Resolution No. 1669
Amended FY 2017 Salary Schedule
Coordinator – Communications and Community Affairs Job Description

RESOLUTION NO. 1669

A RESOLUTION AMENDING, AUTHORIZING AND APPROVING THE FISCAL YEAR 2017 SALARY SCHEDULE LISTING SALARY RANGES AND PAY STEPS AS ATTACHED

WHEREAS, the Monterey Peninsula Airport District has witnessed the retirement of several senior staff members during the first quarter of 2016, and the recent resignation of the Marketing and Public Relations Coordinator; and

WHEREAS, the Executive Director has determined that the realignment of duties for this position created the need for the position of Coordinator – Communications and Community Affairs, and

WHEREAS, the adopted salary schedule must be amended to reflect the newly created position and salary amount for FY 2017,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: The compensation of all employees of the Monterey Peninsula Airport District as set forth and prescribed in the 2017 Amended Salary Schedule, Listing Salary Ranges and Pay Steps as amended is hereby approved and adopted. A copy of said schedule is attached hereto and made a part thereof 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 and Pay Step Schedule in accordance with public law and designated "Monterey Peninsula Airport District Fiscal Year 2017 Amended Salary Schedule", listing salary ranges and pay steps.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 10th day of August, 2016, by the following roll call vote:

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

Signed this 10th day of August, 2016

Mary Ann Leffel, Chair

ATTEST

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



JOB DESCRIPTION

JOB CLASSIFICATION: Administration & Marketing
JOB TITLE: Coordinator – Communications and Community Affairs
REPORTS TO: Executive Director
APPROVED BY: Executive Director

DEPARTMENT: Finance & Administration
EXEMPT: Yes
APPROVED DATE: 08/2016
REVISED:

The Coordinator - Communications and Community Affairs at the Monterey Regional Airport is responsible for coordinating all external communications, strategic communication planning, media relations as well as public and governmental relations. This position reports directly to and serves as a strategic advisor to the Executive Director regarding public and governmental relations matters. It is also responsible for oversight and direction of all marketing and social media outreach on behalf of Monterey Regional Airport.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Include the following, as well as other duties and responsibilities that may be assigned. The list of duties is representative and not intended to be all inclusive of the duties expected of this position.

- Function as the primary point of contact and liaison representing the airport on civic boards and organizations. Establish sound and beneficial working relationships with local organizations such as the Convention and Visitors Bureau, Chambers of Commerce, Hospitality Association and other local agency partners.
- Anticipate and identify public relations challenges and emerging issues that may affect the airports operations, sustainability and reputation. Proactively develop and lead strategic initiatives to address such issues and challenges.
- Develop and implement annual communications plan to support the goals and objectives of the Executive Director and the organization.
- Lead and provide oversight for all external communications including website, video, social media strategy. Develop and maintain strong and cooperative relationships with local media and work to expand the regional and national presence of Monterey Regional Airport. Create and execute strategies to enhance the airports' public perception with all relevant stakeholders and partners.
- Develops and implements airport's customer service satisfaction program and offers specialized customer service training to airport staff.
- Assist the Executive Director in establishing, nurturing and growing strong working relationships with political offices on all levels; local, state and national.

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Employee is responsible for performing work accurately with minimal supervision. Requirements listed below are representative of the knowledge, skill and/or ability required.

EDUCATION AND/OR EXPERIENCE

The ideal candidate will have senior level management experience working directly with Senior Executive Management. Candidates should have a bachelor's degree in communications, public policy, business administration or a related field. Candidate should have a minimum of 5 years' similar job related experience complimented by a strong, collaborative work ethic, demonstrated interest and experience in helping a local agency grow and expand its brand and presence in the community, previous experience working with political offices on all levels; local, state and national. Previous experience working with civic and political organizations highly desired.

LANGUAGE SKILLS

- Must possess proficient written and verbal communication skills; able to read and write memos and correspondence that conform to prescribed style and format, including accurate grammar and business correspondence knowledge.



- Ability to read, analyze, and interpret general business periodicals, professional journals, and governmental regulations.
- Ability to effectively and tactfully present information to and communicate with employees, managers, board members, customers, and political and civic representatives.

COMPUTER SKILLS

- Must have the knowledge and ability to utilize computer hardware, operating systems and application software. Proficiency in word processing and spreadsheet applications, preferably MS Word and Excel, is required.

MATHEMATICAL SKILLS

- Must possess the ability to examine and verify financial documents and reports.

REASONING ABILITY

- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or financial schedule form.
- Able to multi-task and determine and direct personal effort to accomplish priorities.

GENERAL REQUIREMENTS:

- Meets or exceeds the performance factors indicated on the Performance Appraisal form.
- Presents a neat, professional appearance.
- Conduct reflects credit on the Monterey Peninsula Airport District and encourages others to do the same.
- Maintains confidentiality on all matters related to airport business.
- Organized and analytical, independent and self-motivated, enthusiastic and dependable.
- Employs effective interpersonal skills, establishes positive relationships with internal and external customers, and participates positively as a team member.
- Interprets, plans, organizes, develops, and implements programs, goals, objectives, policies and procedures.
- Adjusts to tasks and focuses with composure to meet changing deadlines and priorities.
- Uses equipment and materials in a safe and acceptable manner, follows established safety procedures, uses appropriate safeguards, and observes common sense rules of safety in all on-the-job activities.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

- The employee is regularly required to sit. The employee is occasionally required to stand, stoop, kneel and crouch. The employee frequently is required to walk; to use hands to repetitively finger, handle or feel objects, tools and use a computer/typewriter keyboard; to reach with hands and arms; and to talk or hear in person and over the telephone.
- The employee is frequently required to drive a motor vehicle, both on and off airport property.
- The employee must occasionally lift and/or move up to 30 pounds, but regularly lifts or pushes items weighing 5-10 pounds.
- Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job in a typical office environment. The noise level in the work environment is usually low to moderate. Overhead aircraft noise occurs intermittently throughout the day. The employee:

- Generally works indoors.
- Sometimes works near moving mechanical parts and office machinery.
- Occasionally is exposed to dust and to the risk of electrical shock.
- Occasional travel will be required.
- Work outside of normal business hours required.



SPECIAL REQUIREMENTS:

- Proof of eligibility to legally work in the United States.
- Successful completion of background investigation.
- Ability to pass the District's physical examination, including pre-employment testing in accordance with the District's drug/substance abuse policies.
- Possess a valid California Motor Vehicle Driver's License and be insurable with the District's insurance carrier at the standard rate.



ACKNOWLEDGMENT & RECEIPT

I acknowledge that I have received, read, and sought clarification of any questions I have about the content of this job description. I further understand that, in order for MPAD to retain necessary flexibility to meet organizational needs, this job description may be modified from time to time.

Employee Signature

Date

AGENDA ITEM: H
DATE: August 10, 2016

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

DEPARTMENT REPORTS

Jennifer Hickerson, Marketing & Public Relations Coordinator
[Air Service Development Report](#)

Ken Griggs, Operations Manager
[Operations Report](#)

Jeff Hoyne, Police Chief
[Police Activity Report](#)

Monterey Fire Department
[Monthly Report](#)

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

Chris Morello, Planning Manager / Grants Administration
[P & D Monthly Project Report](#)

AGENDA ITEM: H
DATE: August 10, 2016

TO: Mike La Pier, Executive Director
FROM: Jennifer Hickerson, Marketing & Public Relations Coordinator
DATE: July 28, 2016
SUBJ: Air Service Development Report

Marketing, Advertising & Promotions

Advertising:

- Billboard: On Hwy 101, 2 miles north of Prunedale. The Alaska Airlines creative is installed.
- Radio: We ran radio commercials on KRML.
- History Video: The history video is complete. It is on our website as well as on social media.

Air Carrier Update:

- AS – SAN and LAX service continues once a day. Slight schedule change towards the end of the month.
- G4 (Allegiant) – LAS service continues Thursdays and Sundays.
- AA- PHX service continues four times a day for the majority of the month, with three of the turns operated by CRJ900s. Beginning August 23rd, service is reduced on Tuesdays and Saturdays, when the late-afternoon departure, evening turn and late evening arrival will not operate.
- UA SFO – SFO service continues twice a day. The SFO RON continues with a CRJ700. The LAX service increases to four flights a day except Saturday when the late afternoon will not operate.

Air Service Development

- Mike is continuing discussions with Elite Airways. He is hopeful that the previously planned meeting can be rescheduled in the next few weeks.

Public Relations:

- Social Media/Facebook: “Total Likes” are – **13,874** as of July 26th.

- Community Day: The Community Day is scheduled for October 1st from 11-3 p.m. at the Monterey Jet Center.

Customer Service:

- Customer Comment Cards: see July responses attached.

Date	Time	Pax	Airline	Flt #	Tone	Comments	Name	Address
		Was						City & State
6/16	1135	D	AE	5694	C	There is no reading material in spanish in the gift shop	M.O.	Pebble Beach, CA
7/1	830				N	Cute but most areas were not very clean. Snack bar seating was sticky covered in crumbs and overall gross.		
7/16	500	D	UE	5316	P	Your counter check in staff is wonderful. Very friendly, helpful, professional & efficient. Thank you!	D.A.	Monterey, CA
7/19	2245	A	UE	5021	P	Ken Hippolito of United assisted me in locating my lost luggage which is still in IA.	T.G.	Salinas, CA
7/21	1900	D	AL	541	N	Got here 2 hours before flight at 2 and it is now 7 and we don't know if flight is delayed or cancelled.	R.A.	La Plata, MD

TO: Michael La Pier, Executive Director
FROM: Operations Manager Griggs
DATE: August 2, 2016
SUBJ: Operations Report

The following is a summary of activity in the Operations Department for July and planned airline activities for August 2016.

1. Negotiated with Uber a new long-term operating agreement with the adopted FY17 rates & charges schedule.
2. Preparations are underway for the McCall's Motorworks Revival event at the Monterey Jet Center, scheduled for August 17.
3. Met with Salinas Airshow organizers in preparation for September's Salinas International Airshow. The USAF Thunderbirds demonstration team will be based at MRV.
4. The July noise comment report is attached.
5. The Operating and Expense Reports for the Taxi Open-Entry and Uber ground transportation systems are attached.
6. The Commercial Flight Cancellations & Delays Report for July is attached.
7. Attached is the Commercial Flight Schedule for August 2016.
8. Below is the summary of scheduled airline activity for August 2016:

Alaska Air flown by Horizon

- Continuing to operate one daily departure to San Diego and Los Angeles
- Scheduled to operate a total of 124 flights (Arrivals and Departures)

Allegiant Air

- Continues service twice a week on Thursdays and Sundays
- Scheduled to operate a total of 16 flights (Arrivals and Departures)

United flown by SkyWest

- Four daily LAX departures continue (three on Saturdays)
- Two daily SFO departures continue
- Scheduled to operate a total of 364 flights (Arrivals and Departures)

American Eagle flown by SkyWest/Mesa

- Service to PHX continues with four daily departures using CRJ900 aircraft three of the four flights
- Scheduled to operate a total of 242 flights (Arrivals and Departures)

Cumulatively speaking, the airlines have scheduled 2 fewer flights (746 vs. 748) as compared to last July.

MRY AIRPORT NOISE COMMENT LOG JULY 2016

Name	Location (Address)	Incident Date	Incident Time	Aircraft ID	</> of Flight	Comments	By	Action Taken	Notes	
AIR OPERATIONS CENTERED AT MONTEREY AIRPORT										
1	Jeff Jacobson	Seaside	Last few months	multiple	SE aircraft	multiple		NG	Advised that favorable weather leads to add'l flight training/pattern work. Military helicopter ops have also occurred several times recently.	Mr. Jacobson appreciated call back and was advised to call back if specific acft or operator observed exceeding noise abatement guidelines.
2	Barbara Lovero	Pasadera	7/5-7/7, 7/13-7/19, 7/21, 7/22, 7/24, 7/28, 7/30	multiple	multiple	landing RWY 28L		NG	Documented.	Ops has corresponded at length with complainant regarding these issues.
3	Doug McNaught	New Monterey	7/15/2016	11:53am	KC-10	low appch RWY 10R		NG	USAF aircraft conducting one ILS approach for training.	Advised complainant that noise abatement compliance is encouraged but voluntary.
4	Lauren Virshup	Pasadera	7/15/2016	4:49pm	757	landing RWY 28L		NG	USAF 757 arrived via RWY 28L RNAV approach.	
5	Lauren Virshup	Pasadera	7/22/2016	2:34pm	(3) private planes	landing RWY 28L		NG	Documented.	Ops has corresponded previously with complainant regarding these issues.
AIR OPERATIONS ORIGINATING FROM ANOTHER AIRPORT										
1	Dennis Lu	Sunnyvale	7/26/2016	7:30am	Cessna Skyhawk	unknown		NG	Advised complainant to contact PAO. Acft appears to have originated and be based there.	
AIR OPERATIONS OF UNKNOWN ORIGIN										

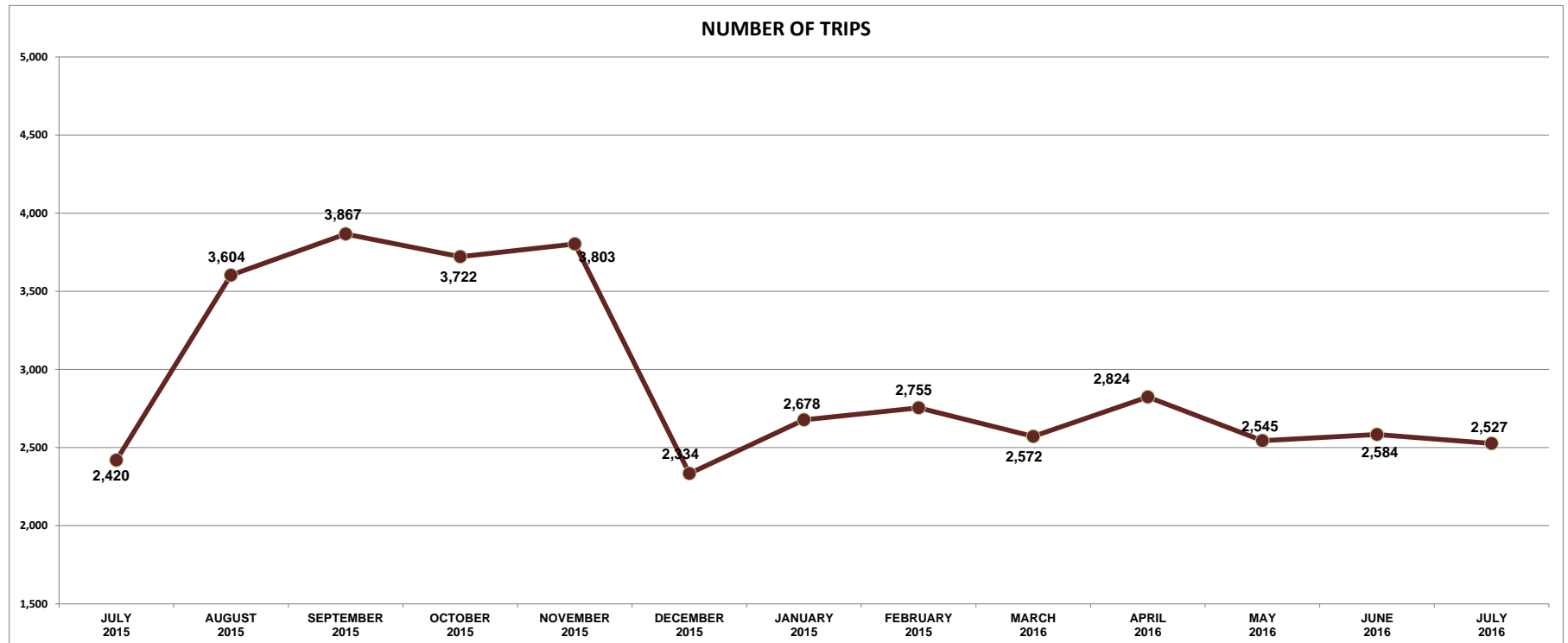
MONTHLY TOTALS and COMPARISONS

	Jul-16	Jul-15	% Change
Number of Complaints:	6	16	-63%
Number of Operations:	11,189	6,294	78%
			% Change
Annual Total	69	48	44%

Other Airport
0
0

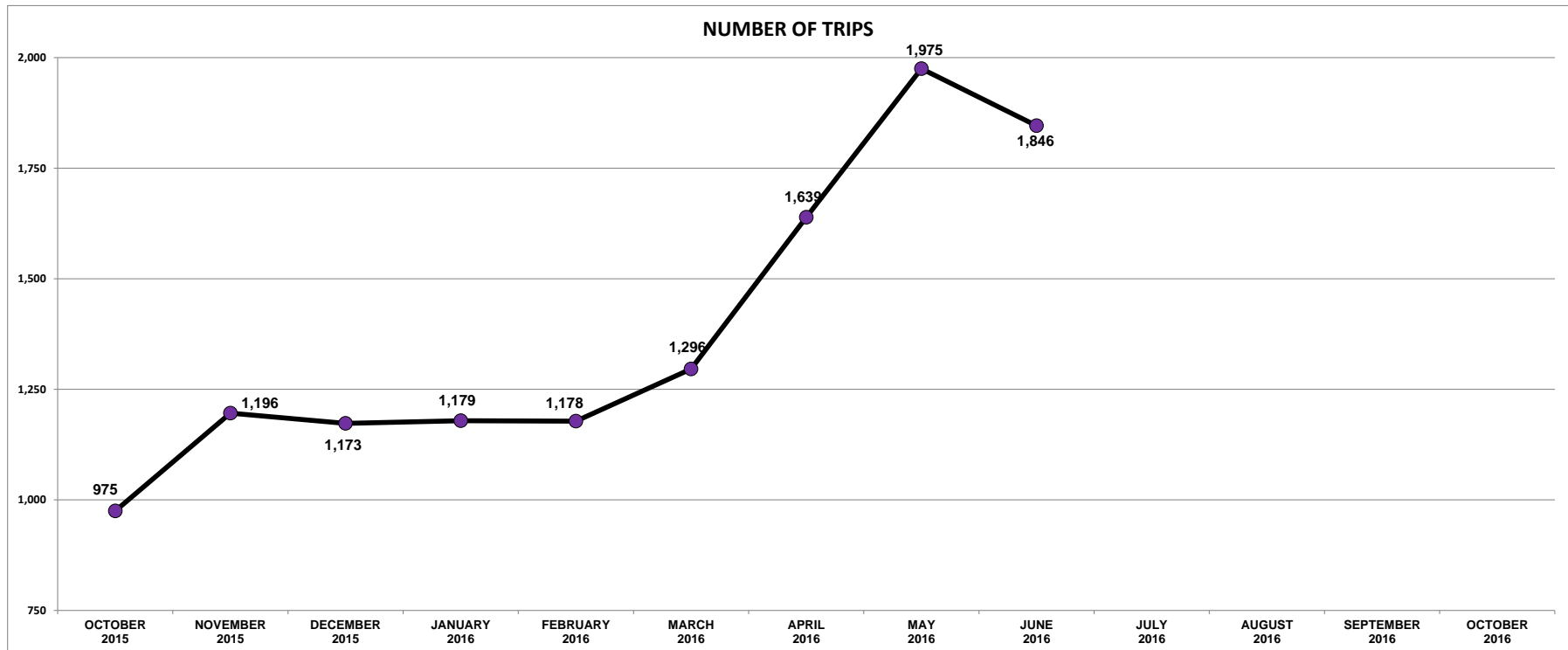
UNKNOWN ORIGINS
0
0

13-MONTH ROLLING COMPARISON



	2015 JULY	2015 AUGUST	2015 SEPTEMBER	2015 OCTOBER	2015 NOVEMBER	2015 DECEMBER	2015 JANUARY	2015 FEBRUARY	2015 MARCH	2016 APRIL	2016 MAY	2016 JUNE	2016 JULY
NUMBER OF TRIPS	2,420	3,604	3,867	3,722	3,803	2,334	2,678	2,755	2,572	2,824	2,545	2,584	2,527
NUMBER OF MEDALLIONS	128	101	105	111	115	115	115	115	115	116	116	116	116
TAXI TRIP FEES	\$ 10,812	\$ 11,601	\$ 11,166	\$ 11,409	\$ 7,002	\$ 8,034	\$ 8,265	\$ 7,716	\$ 8,202	\$ 8,472	\$ 7,635	\$ 7,752	\$ 7,581
TAXI MEDALLION FEES¹	\$ 2,104	\$ 3,104	\$ 3,604	\$ 2,917	\$ 2,104	\$ 2,104	\$ 2,104	\$ 2,354	\$ 2,354	\$ 2,104	\$ 2,104	\$ 2,104	\$ 2,104
TAXI - TOTAL REVENUE	<u>\$ 12,916</u>	<u>\$ 14,705</u>	<u>\$ 14,770</u>	<u>\$ 14,326</u>	<u>\$ 9,106</u>	<u>\$ 10,138</u>	<u>\$ 10,369</u>	<u>\$ 10,070</u>	<u>\$ 10,556</u>	<u>\$ 10,576</u>	<u>\$ 9,739</u>	<u>\$ 9,856</u>	<u>\$ 9,685</u>
CURB MGMT CONTRACT	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897	\$ 10,897
EQUIPMENT DEPRECIATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SOFTWARE LICENSE / HOSTING	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175	\$ 2,175
EXPENDABLE SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TAXI - TOTAL EXPENSE	<u>\$ 13,072</u>	<u>\$ 13,072</u>	<u>\$ 13,072</u>	<u>\$ 13,072</u>	<u>\$ 13,072</u>	<u>\$ 13,072</u>	<u>\$ 13,072</u>	<u>\$ 13,072</u>	<u>\$ 13,072</u>	<u>\$ 13,072</u>	<u>\$ 13,072</u>	<u>\$ 13,072</u>	<u>\$ 13,072</u>
OPERATING INCOME / (LOSS)	\$ (156)	\$ 1,633	\$ 1,698	\$ 1,254	\$ (3,966)	\$ (2,934)	\$ (2,703)	\$ (3,002)	\$ (2,516)	\$ (2,496)	\$ (3,333)	\$ (3,216)	\$ (3,387)
FYTD 2016 (July 2015 - June 2016) OPERATING INCOME / (LOSS)													\$ (22,967)
CUMULATIVE (13-MONTH) OPERATING INCOME / (LOSS)													\$ (23,123)

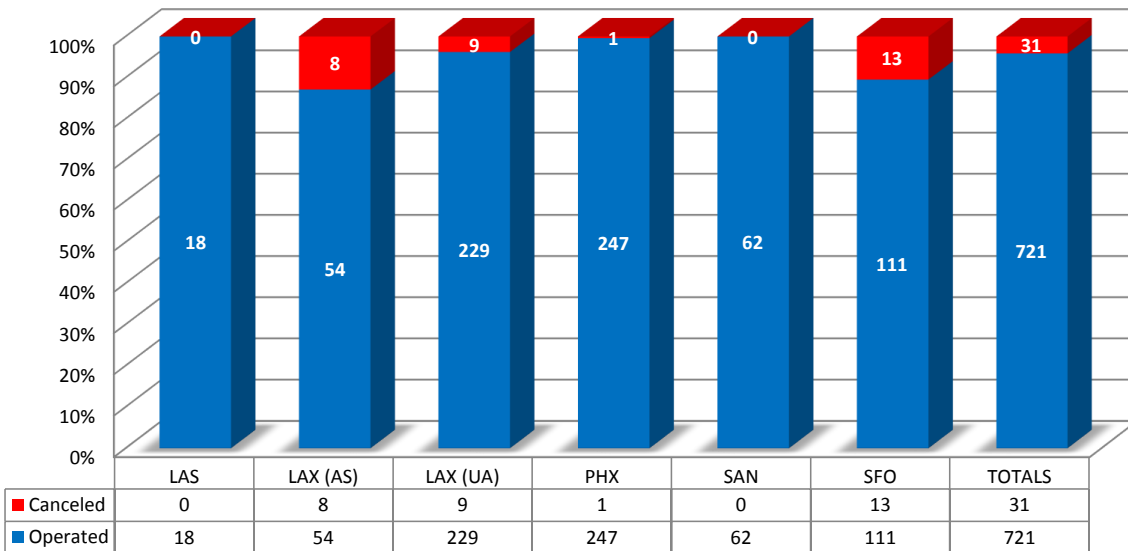
13-MONTH ROLLING COMPARISON



	2015	2015	2015	2016	2016	2016	2016	2016	2016	2016	2016	2016	2016
	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER
NUMBER OF TRIPS	975	1,196	1,173	1,179	1,178	1,296	1,639	1,975	1,846				
NUMBER OF TNCs	1	1	1	1	1	1	1	1	1				
NUMBER OF VEHICLES	188	231	205	221	264	240	281	289	302				
TNC TRIP FEES	\$ 2,925	\$ 3,588	\$ 3,519	\$ 3,537	\$ 3,534	\$ 3,888	\$ 4,917	\$ 5,925	\$ 5,538				
TNC PERMITS	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
TNC - TOTAL REVENUE	\$ 3,925	\$ 3,588	\$ 3,519	\$ 3,537	\$ 3,534	\$ 3,888	\$ 4,917	\$ 5,925	\$ 5,538	\$ -	\$ -	\$ -	\$ -

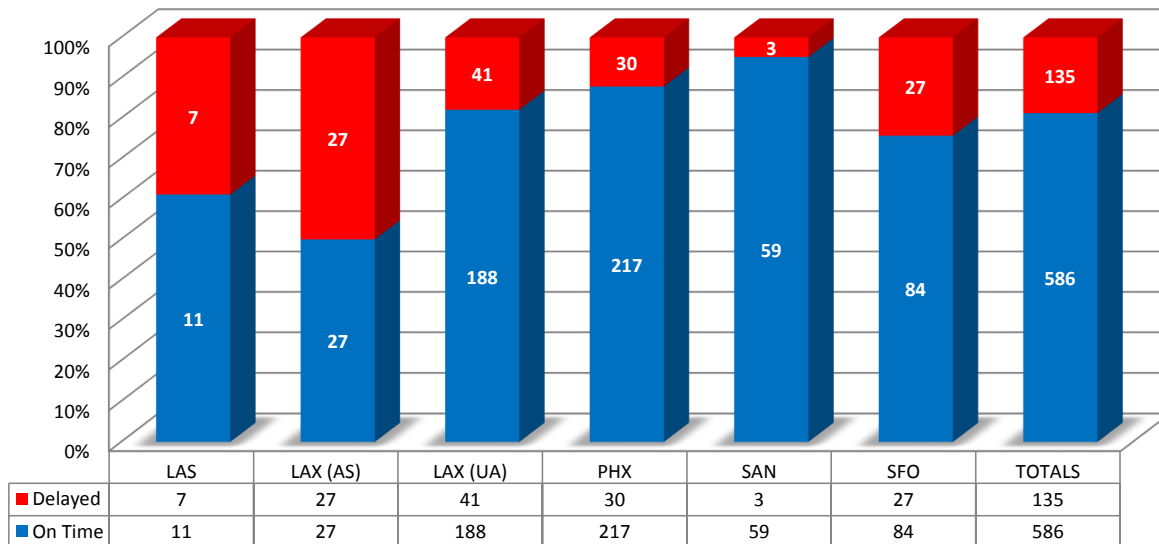
JULY 2016

July Commercial Flights Operated vs. Canceled



TOTAL CANCELLATIONS: 31

July Commercial Flights On Time vs. Delayed



TOTAL DELAYED FLIGHTS: 135

Monterey Regional Airport August 2016 Flight Schedule

		ARRIVALS				DEPARTURES					
	FROM	AIRLINE	FLIGHT	TIME	SCHD	TO	AIRLINE	FLIGHT	TIME	SCHD	
Q400 (76)	LAX		2604	10:20 AM 11:00 AM	AUG 1-27 AUG 28-30	SFO		5316	6:00 AM 5:50 AM	AUG 1-15 AUG 16-30	CRJ700 (66)
CRJ200 (50)	LAX		5018	10:20 AM	DAILY	PHX		5939	6:10 AM	DAILY	CRJ900 (76)
CRJ200/700 (50/66)	SFO		5984	11:30 AM 11:20 AM	AUG 1-15 AUG 16-30	LAX		5052	6:25 AM	DAILY	CRJ200 (50)
CRJ900 (76)	PHX		5896	11:45 AM	DAILY	SAN		2437	10:55 AM 11:30 AM	AUG 1-27 AUG 28-30	Q400 (76)
CRJ200 (50)	LAX		5166	2:10 PM	DAILY	LAX		5053	10:50 AM	DAILY	CRJ200 (50)
MD80 (166)	LAS		540	3:10 PM 9:40 AM	8/4,8/7,8/11,8/14 8/18,8/21,8/25,8/28	SFO		5477	12:05 PM 11:55 AM	AUG 1-15 AUG 16-30	CRJ200/700 (50/66)
CRJ900 (76)	PHX		5994	3:35 PM	DAILY	PHX		5989	12:20 PM	DAILY	CRJ900 (76)
CRJ200 (50)	LAX		5054	5:35 PM	DAILY EXC 8/6, 8/13	LAX		5139	2:40 PM	DAILY	CRJ200 (50)
Q400 (76)	SAN		2436	6:00 PM 5:20 PM	AUG 1-27 AUG 28-30	LAS		541	4:00 PM 10:30 AM	8/4,8/7,8/11,8/14 8/18,8/21,8/25,8/28	MD80 (166)
CRJ200 (50)	PHX		3066	6:40 PM	DAILY EXC 8/23,8/27,8/30	PHX		5953	4:05 PM	DAILY EXC 8/23,8/27,8/30	CRJ900 (76)
CRJ200 (50)	LAX		5021	9:35 PM 9:20 PM	AUG 1-15 AUG 16-30 EXC 8/20, 8/27	LAX		5054	6:05 PM	DAILY EXC SA	CRJ200 (50)
CRJ900 (76)	PHX		5695	9:58 PM	DAILY EXC 8/23,8/27,8/30	LAX		2603	6:35 PM 5:55 PM	AUG 1-27 AUG 28-30	Q400 (76)
CRJ700 (66)	SFO		5850	11:40 PM	DAILY	PHX		2996	7:10 PM	DAILY EXC 8/23,8/27,8/30	CRJ200 (50)

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

AGENDA ITEM: H
DATE: August 10, 2016

TO: Mike La Pier, Executive Director
FROM: Police Chief Jeff Hoyne
DATE: July 29, 2016
SUBJECT: Police Activity Report for July 2016

The following is a summary of significant activity in the Police Department in July 2016:

Highlights

- MRY PD responded to **158 door and gate alarms** through July 28.
- Officers worked a total of **19.75 hours of overtime** in July.
- MRY PD officers responded to two outside agency assists in July which consisted of the following:
 - 7/4 @ 0307 hrs. Officer Allen assisted Del Rey Oaks PD in completing an area check for a subject who was suspected to be involved in stabbing his girlfriend.
 - 7/21 @ 0248 hrs. Dispatched to a physical 415 at Denny's on North Fremont. One party left the incident in a Chevy vehicle, which was spotted east bound on highway 68. Passenger was cited and released on O/R for a \$3,500 warrant.

Training

- All officers completed POST DVD Pursuit update
- All officers completed Tactical Driving for Law Enforcement
- Sergeant Porter attended Behavioral Threat Assessment training

Calls for Service

1. 7/4 @ 2257 hrs. Made contact with subject in the terminal due to abnormal behavior. Subject attempted to sleep on airport property. Subject's vehicle was parked in the employee parking area. He was instructed not to sleep on airport property or he could be penalized.
2. 7/5 @ 1259 hrs. Assisted Operations with a drone call near York school.
3. 7/21 @ 1800 hrs. Passenger on the inbound Allegiant flight smoked a cigarette and possibly lit a firecracker in the bathroom. Flight delayed due to the incident. Follow up with FAA pending.
4. 7/21 @ 1930 hrs. Intoxicated passenger became belligerent with the gate agent. When asked for ID, passenger fixated his anger towards the officer. Passenger was escorted out of the terminal.
5. 7/24 @ 0810 hrs. Responded to audible perimeter alarm at Hi-Way 68 Self Storage. Office secure and no suspicious activity observed on premises.

6. 7/27 @ 2058 hrs. Dispatched to 401 Sky Park Drive for the activation of the 459 alarm. Tenant was on scene and proper code given.



MONTEREY FIRE DEPARTMENT

Report to Airport Board of Directors

July 2016

1. Incident Responses

Engine assigned to Fire Station 6 (Airport) responded to a total of 35 incidents during the month as follows (see attached for breakdown of types of incidents):

- MPAD property – 4
- City of Monterey – 26
- Auto / Mutual Aid – 5

2. Training

Personnel completed a total of 64 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): 71
- Operational (qualified to work at Airport, but no live fire training): 31
- Technician (fully qualified to be the designated ARFF fire engineer): 13

3. Other

- Monterey Fire sent out crews to assist with the Soberanes Fire; 2 crews in the evening of July 22nd and a third crew the following morning on July 23rd.
- Based on the recently approved contract with the Monterey County Sheriff's Office, Command 6490 has been upgraded with improved electronics and communications equipment. Further upgrades will be done in the coming months.

Monterey Fire Department

Incident Type Report (Summary)

**Alarm Date Between {07/01/2016} And
{07/31/2016} and Station = "6"**

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	2.86%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	1	2.86%	\$0	0.00%
143 Grass fire	1	2.86%	\$0	0.00%
160 Special outside fire, Other	1	2.86%	\$2,000	100.00%
	4	11.43%	\$2,000	100.00%
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	1	2.86%	\$0	0.00%
3111 Medical Call No Aid Given	2	5.71%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	13	37.14%	\$0	0.00%
322 Motor vehicle accident with injuries	1	2.86%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	1	2.86%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	2	5.71%	\$0	0.00%
331 Lock-in (if lock out , use 511)	1	2.86%	\$0	0.00%
	21	60.00%	\$0	0.00%
5 Service Call				
522 Water or steam leak	2	5.71%	\$0	0.00%
551 Assist police or other governmental agency	1	2.86%	\$0	0.00%
571 Cover assignment, standby, moveup	1	2.86%	\$0	0.00%
	4	11.43%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & cancelled en route	2	5.71%	\$0	0.00%
622 No Incident found on arrival at dispatch address	1	2.86%	\$0	0.00%
	3	8.57%	\$0	0.00%
7 False Alarm & False Call				
741 Sprinkler activation, no fire - unintentional	1	2.86%	\$0	0.00%
744 Detector activation, no fire - unintentional	1	2.86%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	1	2.86%	\$0	0.00%
	3	8.57%	\$0	0.00%

Total Incident Count: 35

Total Est Loss:

\$2,000

AGENDA ITEM: H
DATE: August 10, 2016

TO: Michael La Pier, Executive Director, Monterey Peninsula Airport District
FROM: Tim Bergholz, Deputy Executive Director Finance and Administration
SUBJECT: Financial Summary for May & Fiscal Year 2016

BACKGROUND. The Financial Summary for June 2016 (the eleventh period of Fiscal Year 2016) is summarized by the following documents:

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

SUMMARY. June 2016 operating revenues were higher than plan by \$69.5K (10.1%) for commercial aeronautical fees, terminal rents, rental car concessions, TNC permits & trip fees, GA landing fees, fuel flowage fees, light GA rents, non-aviation rents and interest on investments.

June 2016 general aviation operating revenues (\$164.6K) were 7.5% higher than May (\$153.1K), and 7.9% higher than April (\$152.5K). FYTD general aviation revenues are \$53.2K higher than budget. General Aviation revenue improvement is from landing fees (\$57.4K), which is offset by lower than budgeted fuel flowage fees (-\$5.2K).

Combined TCP permits, taxi permits & TNC trip fees, terminal concessions, rental car and parking concessions (Concessions) were above plan for June (\$17.7K) and FYTD 2016 (\$33.8K). Uber percentage of Trip Fees continues to increase as Taxi Operator Trip Fees decrease. A majority of the FYTD Concession favorable variance comes from higher rental car income (\$29.1) and terminal concessions (\$10.8K), which offsets the lower parking income (\$19.9k).

In June, there were seventeen (17) cancelled commercial flights, which is higher than the seven (7) cancelled flights in May. June commercial flight cancellations came from Alaska (4), American Airlines (7) and United (6). Even with the increased number of cancellations, commercial flight aircraft size continued to improve commercial aeronautical fees to be above plan for June.

Fiscal year-to-date operating revenue is \$213.8K (3%) above plan for June 2016. The favorable revenue variance is due to improved rental car concessions, terminal concessions, GA landing fees and various one-time other revenues.

OPERATING REVENUE							
June 2016 ACTUAL	June 2016 PLAN	VARIANCE		FYTD 2016 ACTUAL	FYTD 2016 PLAN	VARIANCE	
		\$	%			\$	%
\$ 756,974	\$ 687,436	\$ 69,538	10%	\$ 8,633,075	\$ 8,419,235	\$ 213,840	3%

June operating expenses are higher than plan by \$6.3K (1%). Reductions in planned labor expenses and constrained spending by management were responsible for this modest variance. FYTD operating expenses are below plan by 4% or \$325.9K.

OPERATING EXPENSE							
June 2016 ACTUAL	June 2016 PLAN	VARIANCE		FYTD 2016 ACTUAL	FYTD 2016 PLAN	VARIANCE	
		\$	%			\$	%
\$ 675,927	\$ 669,586	\$ (6,341)	1%	\$ 7,657,645	\$ 7,983,613	\$ 325,968	-4%

Operating income for is June 63.1K (354%) above plan and June FYTD net income is \$539.8K (124%) above plan.

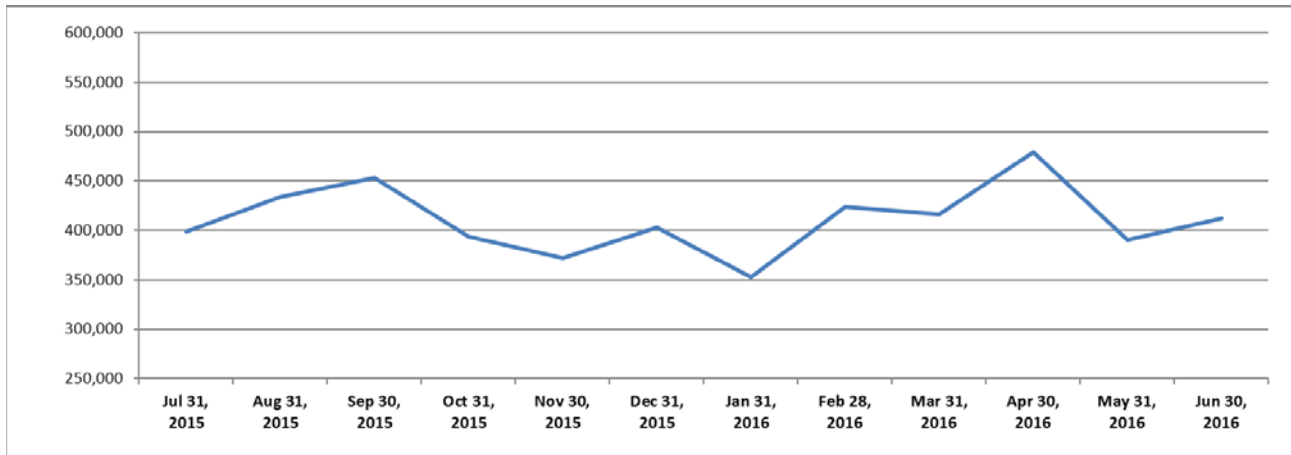
OPERATING INCOME / (LOSS)							
June 2016 ACTUAL	June 2016 PLAN	VARIANCE		FYTD 2016 ACTUAL	FYTD 2016 PLAN	VARIANCE	
		\$	%			\$	%
\$ 81,047	\$ 17,850	\$ 63,197	354%	\$ 975,430	\$ 435,622	\$ 539,808	124%

The net operating cash position for June is a positive \$55.4K; FYTD net change was a positive \$1.52M. \$965K of the unrestricted cash improvement is a FAA reimbursement for a FY 2015 AIP legal settlement that was been moved into the District's investments. The remaining \$554K in unrestricted cash improvement is from increased revenues and expense management.

ACCOUNTS RECEIVABLE. The accounts receivable balance on June 30, 2016, is \$412.4K. This balance is 5.6% higher than the balance on May 31, 2016 and 19.8% lower than the balance on June 30, 2015.

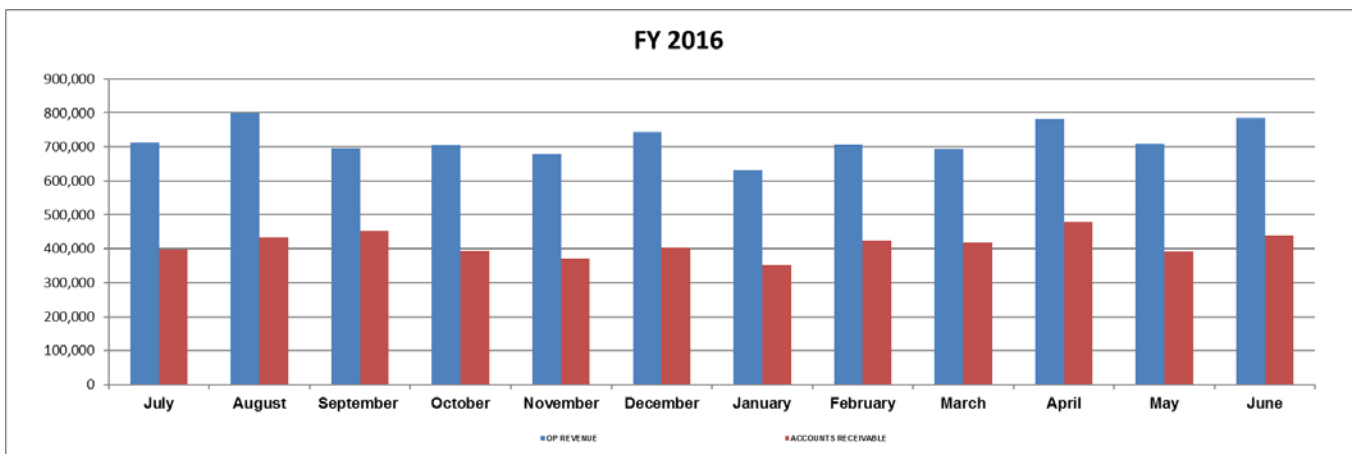
Of the accounts receivable balance, \$26.6K or 6.5% was over 60 days old. Chart 1 below depicts the accounts receivable balances by month for FY 2016. Majority of the over 60-day balance consists of one American Airlines invoices (\$13.2K) and two Allegiant Air invoices (\$9.8K).

Chart 1



Under normal circumstances, the balance of accounts receivable at month-end will align with operating revenues in that month, such as landing fees, fuel flowage fees, concession-based revenues, passenger facility charges (PFC). Typically, accounts receivable balances will span a range from \$350,000 to \$550,000, depending on the District's business activities and cycles. We have a cyclic high in August/September; a cyclic low in December/January. Compared to May, June's operating revenue increased 10.7%; compared to April, May's operating revenue decreased 9.4%. Chart 2 graphically presents the monthly comparison of operating revenues to accounts receivable.

Chart 2



UNRESTRICTED CASH AND INVESTMENTS. The unrestricted cash and investments balance on June 30, 2016 is \$3,279,012 and the unrestricted cash and investments balance on May 31, 2016 is \$3,275,977, an improvement of \$3.03K.

Chart 3 graphically presents the monthly balances of investments.

Chart 3

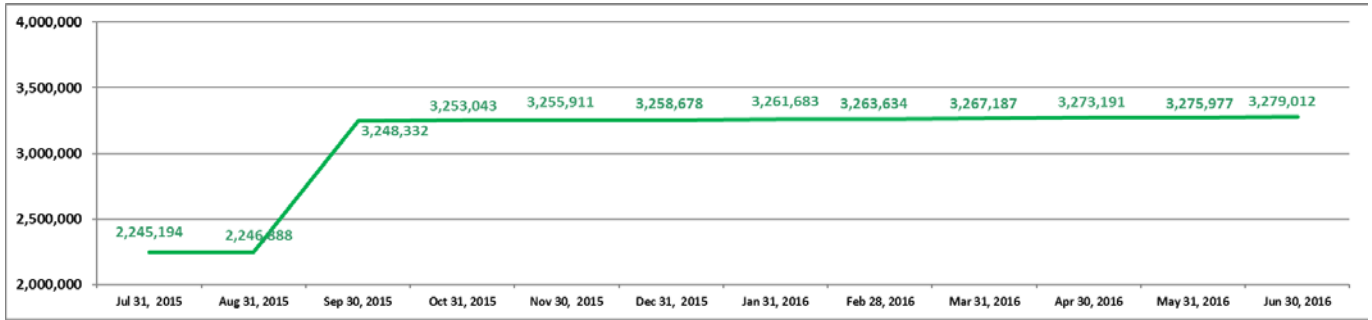
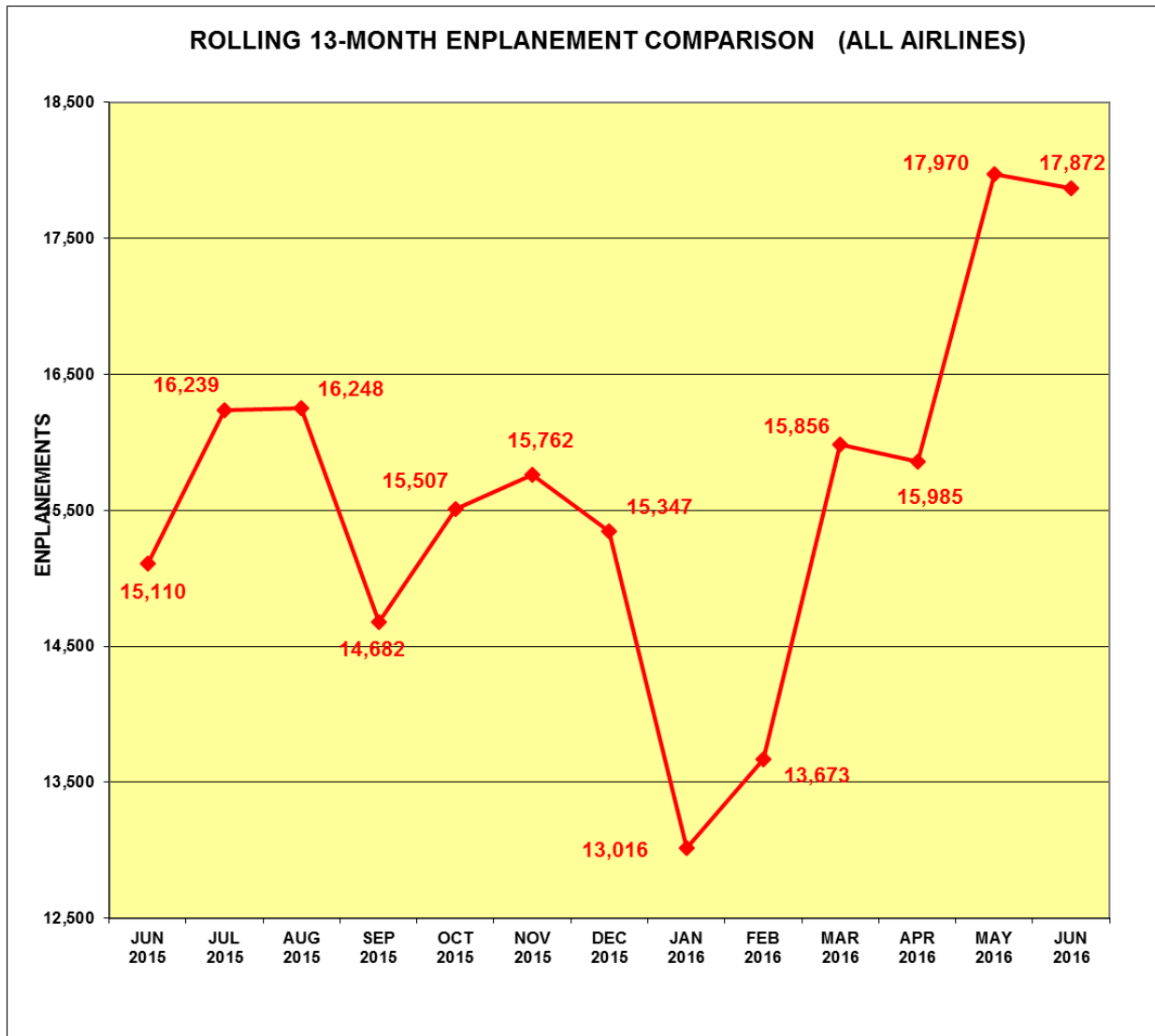
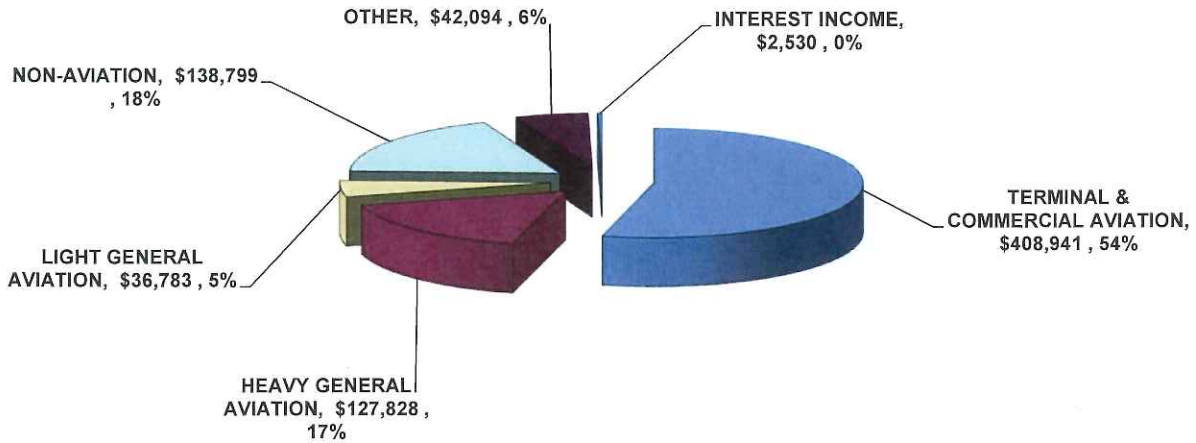


Chart 4 presents a rolling 13-month display of total enplanements which mimics the business cycle of the District. When compared to May 2016, June 2016 enplanements decreased 0.5%. When compared to June 2015, June 2016 enplanements increased 18.3%.

Chart 4

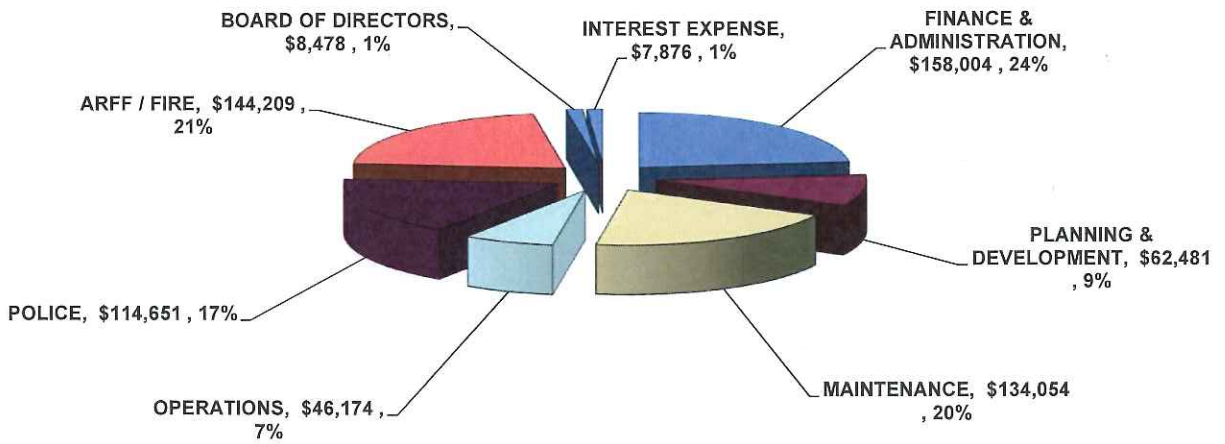


JUNE 2016 OPERATING REVENUE



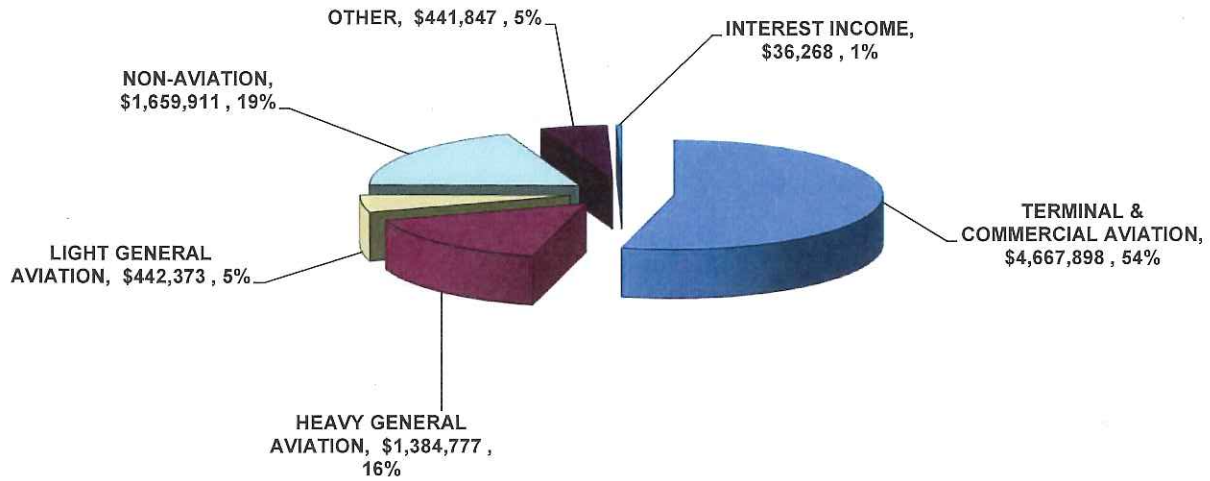
TOTAL OPERATING REVENUE: \$756,974

JUNE 2016 OPERATING EXPENSE



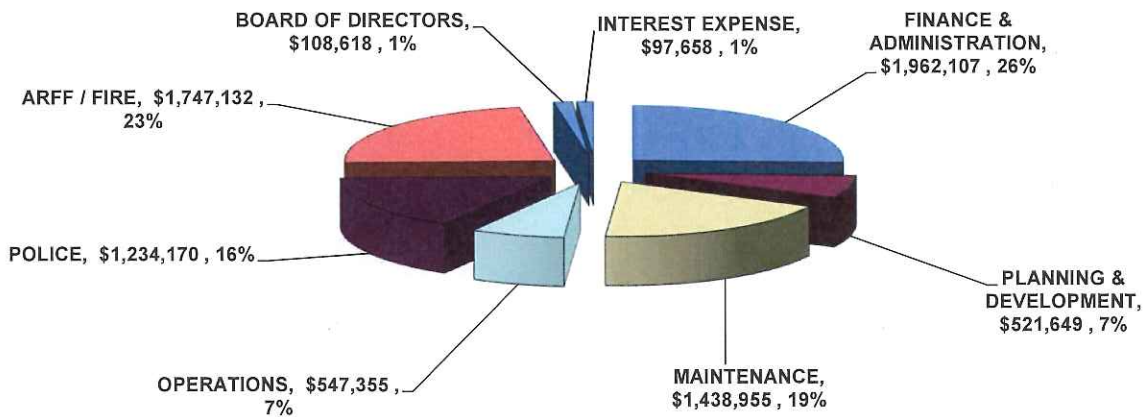
TOTAL OPERATING EXPENSE: \$675,927

FY 2016 (July 15 - June 16) YTD OPERATING REVENUE



TOTAL OPERATING REVENUE: \$8,633,075

FY 2016 (July 15 - June 16) YTD OPERATING EXPENSE



TOTAL OPERATING EXPENSE: \$7,657,645

Monterey Peninsula Airport District
Airport Capital Improvements / Capital Expenditures
June 30, 2016

Airport Improvement Programs	Actual FY 2016		Prior Fiscal Year		Actual FY 2016		Prior Fiscal Year	
	Current Period		Current Period		Year-To-Date		Year-To-Date	
MPAD Expenditures	23,355.50	1.5%	5,944.50	0.2%	(843,679.07)	-5.0%	5,944.50	0.0%
AIP -- FAA Funded Expenditures	1,435,274.00	93.1%	3,472,756.17	94.6%	16,810,624.44	98.7%	27,749,483.09	94.9%
AIP -- PFC Funded Expenditures	82,279.01	5.3%	193,450.86	5.3%	1,066,210.91	6.3%	1,492,841.59	5.1%
Total Capital Improvement Expenditures	1,540,908.51	100%	3,672,151.53	100%	17,033,156.28	100%	29,248,269.18	100%

**

Capital Acquisitions / Expenditures By Department

	Actual FY 2016		Prior Fiscal Year		Actual FY 2016		Prior Fiscal Year	
	Current Period		Current Period		Year-To-Date		Year-To-Date	
Finance & Administration	0.00		0.00		0.00		81,225.36	
Planning & Development	0.00		0.00		0.00		0.00	
Maintenance & Custodial Services	0.00		0.00		84,902.47	100.0%	39,144.10	
Airport Operations	0.00		0.00		0.00		0.00	
Police	0.00		0.00		0.00		37,546.21	100%
ARFF / Fire	0.00		0.00		0.00		0.00	
Total Capital Acquisition Expenditures	0.00	0%	0.00	0%	84,902.47	100%	157,915.67	100%

Consolidated

	Actual FY 2016		Prior Fiscal Year		Actual FY 2016		Prior Fiscal Year	
	Current Period		Current Period		Year-To-Date		Year-To-Date	
District Expenditures	23,355.50	1.5%	5,944.50	0.2%	(758,776.60)	-4.4%	163,860.17	0.6%
AIP -- FAA Funded Expenditures	1,435,274.00	93.1%	3,472,756.17	94.6%	16,810,624.44	98.2%	27,749,483.09	94.4%
AIP -- PFC Funded Expenditures	82,279.01	5.3%	193,450.86	5.3%	1,066,210.91	6.2%	1,492,841.59	5.1%
Total Capital Expenditures	1,540,908.51	100%	3,672,151.53	100%	17,118,058.75	100%	29,406,184.85	100%

FY 2016 District Capital Expenses:

2012-01 RSA - Construction - Phase 1	0.00				(964,992.44)		
2013-02 Airport Master Plan	0.00				86,708.98		
2015-03 Infield Safety Area Rehab - A	511.00				8,706.86		
2016-01 NEPA/CEQA Study	4,850.00				4,850.00		
2016-02 Solar Panel Array	281.86				2,678.11		
2016-03 Pick-Up Truck - Maintenance	0.00				38,195.82		capitalized 11/30/15
2016-04 Pick-Up Truck - Maintenance	0.00				28,398.01		capitalized 7/31/15
2016-05 GEM EL XD Electric Cart	0.00				18,803.00		capitalized 5/1/15
2017-01 Mower	17,712.64				17,875.06		
	<u>23,355.50</u>	*			<u>(758,776.60)</u>	*	

MONTEREY PENINSULA AIRPORT DISTRICT

	FY 2016 JUNE 2016 ACTUAL	FY 2016 YEAR-TO-DATE ACTUAL
SOURCES AND USES OF CASH -- OPERATIONS		
SOURCES OF CASH		
CASH RECEIVED - OPERATING REVENUE	\$ 754,445	\$ 8,596,807
CASH RECEIVED - INTEREST INCOME	2,530	36,268
CASH RECEIVED	<u>\$ 756,974</u>	<u>\$ 8,633,075</u>
USES OF CASH -- OPERATIONS		
CASH DISBURSED - OPERATING EXPENSE ¹	\$ 667,861	\$ 7,557,784
CASH DISBURSED - DEBT SERVICE (BOND INTEREST EXPENSE) ²	7,876	97,658
CASH DISBURSED - DEBT SERVICE (PRINCIPAL REDUCTION) ²	23,833	286,000
CASH DISBURSED	<u>\$ 699,570</u>	<u>\$ 7,941,442</u>
CHANGE IN CASH POSITION FROM OPERATIONS & DEBT SERVICE	<u>\$ 57,404</u>	<u>\$ 691,633</u>
 ¹ Net of non-cash operating expense (OPEB)		
² Moved to Restricted Account/Disbursement will occur in December 2015 & June 2016		
USES OF CASH -- CAPITAL PROGRAM		
CASH DISBURSED - DISTRICT CAPITAL PROJECTS ³	\$ 23,356	\$ (758,777)
CASH DISBURSED	<u>\$ 23,356</u>	<u>\$ (758,777)</u>
CHANGE IN CASH POSITION FROM CAPITAL PROGRAM	<u>\$ (23,356)</u>	<u>\$ 758,777</u>
 ³ District-funded capital plan for FY16		
CHANGE IN CASH POSITION FROM OPERATIONS, CAPITAL & DEBT SERVICE	<u>\$ 34,049</u>	<u>\$ 1,450,410</u>

AGENDA ITEM: H
DATE: August 10, 2016

TO: Michael La Pier, Executive Director
FROM: Chris Morello, Planning & Development
DATE: August 1, 2016
SUBJ: Planning & Development Monthly Project Report

Attached is the current monthly Project Report for the Planning and Development Department. Highlights for June 2016 include:

- Work directed toward implementation of the Runway Safety Area (RSA) Project accomplished during the reporting period, including:
 - AIP 58 grant close out documentation has been submitted to the FAA.
- Work directed toward the Airport Master Plan (AMP), including:
 - Final draft ALP has been submitted to the FAA to begin the review process.
- Work directed toward the Infields Rehabilitation Project, including:
 - The draft Environmental Assessment for the project is under FAA review. Initial Study review under CEQA has begun.
- RFQ for Consulting Services for the Preparation, Assessment, and Implementation of a Solar Photovoltaic (PV) Electric Generating System.
 - NTP was issued to OpTerra on 7/19/16 to begin the evaluation of power usage and feasibility for installation of a potential Solar Array.
- NTP was issued to GCS Environmental Services for purchase of an Airfield Sweeper.
- A grant application based on the negotiated fee with Coffman Associates, Inc. has been submitted to the FAA based on the contract that was awarded to Coffman Associates, Inc. on 7/13/16.

FUNDING			BUDGETING				EXPENDITURES				STATUS			
PROJECT #	AIP #	PFC	Prior FY Budget	FY 2017 Budget	Post FY Budget	Total Project Budget	Spent in Prior Fiscal Years	FY 2017 Expenditures to Date	7/30/2016	% Physical Complete	Project Name	Current Status	4 Week Look Ahead	
ACTIVE FEDERALLY-FUNDED PROJECTS:														
1	2012-01 and 2014-01	58, 61	10-15-C-00-MRY 11-17-C-00-MRY 13-18-C-00-MRY 14-19-C-00-MRY	\$50,669,961	\$2,330,039	\$0	\$53,000,000	\$50,669,961	\$1,505,594	\$52,175,555	99%	RSA RUNWAY 10R/28L - CONSTRUCTION; Phase 1 and 2	Project construction is complete. AIP 58 documentation for closeout has been submitted to the FAA.	AIP 61 Final Engineering Report and As-Built documents have been submitted to the FAA. Ongoing environmental mitigation will continue during the reporting period and thereafter.
2	2013-02	59	13-18-C-00-MRY	\$1,166,458	(\$71,478)	\$0	\$1,094,980	\$1,166,458	\$0	\$1,166,458	98%	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 initial phase of the AMP efforts is completed. Draft ALP is under review by the FAA.
3	2015-03	62	Unk.	\$156,044	\$825,000	\$0	\$1,094,980	\$156,044	\$6,120	\$162,164	65%	AIRPORT INFIELD SAFETY AREA REHABILITATION- Part A	The NEPA Environmental Assessment (EA) is underway; administrative drafts of 1st two chapters are being reviewed by Airport Staff.	Initial administrative draft assessment is currently under FAA review.
4	2016-01	64	Unk.	\$0	\$1,360,261	\$1,151,572	\$2,511,833	\$0	\$4,850	\$4,850		NEPA/CEQA PROPOSED SAFETY ENHANCEMENT PROJECTS	BOD approved contract with Coffman Associates Inc., on 7/13/16. Awaiting grant agreement for NEPA from FAA.	Anticipated to receive a grant agreement from the FAA for the NEPA. NTP will be issued and a schedule will be developed.
5	2017-05	63	Unk.	\$0	\$276,431	\$0	\$276,431	\$0	\$1,742	\$1,742		ACQUIRE AIRPORT SWEEPER	A grant agreement to acquire this equipment was executed and accepted by FAA on June 20, 2016. BOD approved contract with GCS Environmental Equipment Services on 5/11/16.	A contract was executed and an NTP has been issued to GCS on 7/13/16.

FUNDING			BUDGETING				EXPENDITURES				STATUS			
PROJECT #	AIP #	PFC	Prior FY Budget	FY 2017 Budget	Post FY Budget	Total Project Budget	Spent in Prior Fiscal Years	FY 2017 Expenditures to Date	7/30/2016	% Physical Complete	Project Name	Current Status	4 Week Look Ahead	
OUTSIDE FUNDED PROJECTS:														
6	N/A	N/A	N/A	\$106,636	\$8,725	\$0	\$115,361	\$106,636	\$0	\$106,636	n/a	FWSS MITIGATION LAND RESTORATION	Preparation and planting is complete at the off-airport site.	Monitoring will continue through FY 2017.
ACTIVE DISTRICT-FUNDED PROJECTS:														
7	2016-02	N/A	N/A	\$0	\$152,000	\$0	\$152,000	\$0		\$2,678		EVALUATION AND INSTALLATION OF SOLAR ARRAY	BOD approved Phase 1 contract with OpTerra for solar array evaluation and documentation on 7/13/16.	NTP was issued to OpTerra on 7/19/16. Initial review of power usage and potential site evaluation is underway.
8	2017-01	N/A	N/A	\$0	\$20,000	\$0	\$20,000	\$0		\$17,713	100%	ACQUIRE MOWER		Mower has been purchased.
9	2017-02	N/A	N/A	\$0	\$42,000	\$0	\$42,000	\$0				ACQUIRE PAINT MACHINE		
10	2017-03	N/A	N/A	\$0	\$30,000	\$0	\$30,000	\$0				INSIDE TERMINAL REFRESH	Phase 1 painting has been completed for the installation of the new advertisement displays.	Phase 2 painting will begin in the downstairs non-secure area of the terminal. A design for lounge seating is being reviewed for some sections in the non-secure area.
11	2017-04	N/A	N/A	\$0	\$80,000	\$0	\$80,000	\$0				BAGGAGE BELT REPLACEMENT		