

**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

B. PLEDGE OF ALLEGIANCE

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

D. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Any person may address the Monterey Peninsula Airport District Board at this time on any item that is **NOT** on today's agenda and should be within the jurisdiction of the Monterey Peninsula Airport District Board. Comments concerning matters set forth on this agenda will be heard at the time the matter is considered.

E. CONSENT AGENDA - ACTION ITEMS

The Consent Agenda consists of those items which are routine and for which a staff recommendation has been prepared. A Board member, member of the audience, or staff may request that an item be placed on the deferred consent agenda for further discussion. One motion will cover all items on the Consent Agenda. The motion to approve will authorize the action or recommendation indicated.

- Approve 1. [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

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

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.](#)
- 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](#)
- 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](#)
- Approve 4. [Amendment to Employment Agreement with Michael La Pier](#)

H. BOARD COMMITTEE REPORTS AND ACCEPTANCE OF DEPARTMENT REPORTS

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

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

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 |

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

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.

K. ADJOURNMENT

AGENDA DEADLINE

This is the final Agenda that has been posted on the bulletin board outside of the District Offices in the Terminal Building at the Monterey Regional Airport no less than 72 hours prior to the meeting.

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.

Upon request and where feasible, the Monterey Peninsula Airport District will provide written agenda materials in appropriate alternate formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. To allow the District time within which to make appropriate arrangements, please submit a written request containing a brief description of the materials requested and preferred alternative format or auxiliary aid or service desired as far as possible in advance of the meeting. Requests should be sent to the District Secretary at 200 Fred Kane Drive, Suite 200, Monterey, California 93940.

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

August 16, 2023 - 9:00 AM

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.

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A. CALL TO ORDER/ROLL CALL

Chair Sawhney called to order the Regular Meeting of the Monterey Peninsula Airport District Board of Directors at 9:02 AM. Directors Gaglioti, Pick, and Miller were in attendance. The following staff were present: Executive Director La Pier, District Counsel Huber, Acting Board Secretary Adams, Deputy Executive Director Morello, and Controller Wilson.

B. PLEDGE OF ALLEGIANCE

Director Gaglioti led the Pledge of Allegiance.

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

District Counsel Huber announced that Director Leffel requested remote attendance at today's meeting due to a medical issue, which is included under the statutory definition of "emergency circumstances". Since this item came to the attention of the Airport subsequent to the posting of the agenda for this August 16, 2023 meeting, pursuant to Government Code Section 54954.2, Counsel Huber requested the Board take action to add the consideration of this item to the agenda.

Director Miller motioned to amend the agenda to add Item C.1 to consider the request for remote attendance by a Board Member due to emergency circumstances. Director Pick seconded the motion.

No Public Comment.

The motion passed unanimously by a roll call vote of 4-0 with Director Leffel absent.

C.1 Approve Remote Attendance by Director Leffel due to Emergency Circumstances

Director Miller motioned to approve the remote attendance by Director Leffel due to emergency circumstances. Director Pick seconded the motion. District Counsel Huber explained that, if approved, remote public comments would be allowed, and all votes would be by roll call.

No Public Comment.

The motion passed unanimously by a roll call vote of 4-0 with Director Leffel absent.

Director Leffel joined the meeting by Zoom videoconference at 9:08 AM.

Executive Director La Pier announced the invitation for the Aircraft Rescue and Fire Fighting (ARFF) facility housewarming and ribbon cutting has been placed on the dais and will be emailed today to invited guests.

Director Gaglioti announced he needed to leave the meeting at Noon today.

Chair Sawhney announced the Monterey Regional Airport won the 2023 Monterey Peninsula Chamber of Commerce Business Excellence Award in the category of Government, Public Utilities & Transportation.

D. PUBLIC COMMENTS ON NON-AGENDA ITEMS

No Public Comment.

E. CONSENT AGENDA - ACTION ITEMS

- | | |
|---------|--|
| Approve | 1. Minutes of the Special Meeting of the Monterey Peninsula Airport District Board of Directors of July 14, 2023 |
| Approve | 2. Minutes of the Regular Meeting of the Monterey Peninsula Airport District Board of Directors of July 19, 2023 |
| Approve | 3. Minutes of the Special Meeting of the Monterey Peninsula Airport District Board of Directors of August 7, 2023 |
| Approve | 4. Minutes of the Airport Property Development & Leases Committee Meeting of August 9, 2023 |
| Approve | 5. Minutes of the Air Carrier Service - Marketing - Community Relations Committee Meeting of August 9, 2023 |
| Approve | 6. Proclamation in Recognition of Hagerty and Broad Arrow Group for their Motorlux Monterey Car Week Kickoff Event and Monterey Jet Center Auction |

Chair Sawhney pulled Consent Agenda Item E.6. Director Pick motioned to approve Consent Agenda Items E.1 – E.5. Director Miller seconded. The motion passed unanimously by a roll call vote of 5-0.

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

Chair Sawhney acknowledged the Proclamation for Hagerty and Broad Arrow Group for their Motorlux Monterey Car Week Kickoff Event happening at the Monterey Jet Center on Airport property.

Director Pick motioned to approve Consent Agenda Item E.6. Director Gaglioti seconded. There was no Public Comment. The motion passed unanimously by a roll call vote of 5-0.

G. REGULAR AGENDA - ACTION ITEMS

- Adopt 1. Adopt Resolution No. 1853, A Resolution of Intent of the Monterey Peninsula Airport District to Approve a Memorandum of Understanding between City of Monterey and Monterey Peninsula Airport District Related to the Detachment of Certain Airport Properties from the City of Monterey

District Counsel Huber reviewed the staff report. He pointed out the Memorandum of Understanding (MOU) is an agreement in concept between the Airport and the City of Monterey, but all details will come back to the Board; approving the MOU doesn't waive any rights.

Hans Uslar, City Manager of the City of Monterey, made public comments, including that the City wants to move forward, there are no large obstacles, there is a good working relationship, and that the County will be a third party involved in the process.

District Counsel Huber answered questions regarding the process and some of the details to be worked out between the three parties.

District Counsel Huber stated that since this item is related to the Fire Contract with the City of Monterey, Chair Sawhney would need to recuse herself. Chair Sawhney turned the floor over to Director Leffel as Chair Pro Tem and excused herself from the meeting.

Director Miller motioned to adopt Resolution No. 1853, A Resolution of Intent of the Monterey Peninsula Airport District to Approve a Memorandum of Understanding between City of Monterey and Monterey Peninsula Airport District Related to the Detachment of Certain Airport Properties from the City of Monterey. Director Gaglioti seconded the motion. The motion passed unanimously by a roll call vote of 4-0 with Chair Sawhney absent.

RESOLUTION NO. 1853

A RESOLUTION OF INTENT OF THE MONTEREY PENINSULA AIRPORT DISTRICT TO APPROVE A MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF MONTEREY AND MONTEREY PENINSULA AIRPORT DISTRICT RELATED TO THE DETACHMENT OF CERTAIN AIRPORT PROPERTIES FROM THE CITY OF MONTEREY

WHEREAS, LAFCO is the agency responsible for coordinating and overseeing changes to local government boundaries, including annexation and detachment of territory; and

WHEREAS, the Monterey Peninsula Airport District ("District") intends to file an application with LAFCO to detach approximately 16.85 acres from the City of Monterey ("City") to unincorporated County; and

WHEREAS, the District is unique in Monterey County in that it has land use authority that allows it to solely determine what land uses are allowed on its property, as well as the height, density, and design of structures. The airport does not come under the land use permitting authority of the County pursuant to *Monterey County Peninsula Airport District v. County of Monterey*, Monterey County Superior Court, Case Number 41308 (1956); and

WHEREAS, the District and the City will negotiate in good faith to resolve all remaining issues resulting from the detachment, including but not limited to fairly compensating the City for lost revenue

from business license tax revenue and possessory/property tax revenue, boundary and ownership of roads boarding and within the detachment area, and to an appropriate setback from Highway 68 for all development in the detachment area; and

WHEREAS, the District determines that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CCR, Title 14, Chapter 3 (“CEQA Guidelines”), Article 20, Section 15378). In addition, CEQA Guidelines Section 15061 includes the general rule that CEQA applies only to activities which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Because the proposed action and this matter have no potential to cause any effect on the environment, or because it falls within a category of activities excluded as projects pursuant to CEQA Guidelines section 15378, this matter is not a project. Because the matter does not cause a direct or any reasonably foreseeable indirect physical change on or in the environment, this matter is not a project. Any subsequent discretionary projects resulting from this action will be assessed for CEQA applicability.

NOW, THEREFORE, BE IT RESOLVED that the above recitals are true and correct and are incorporated herein by reference.

BE IT FURTHER RESOLVED THAT the Monterey Peninsula Airport District hereby approves of the Memorandum of Understanding between City of Monterey and Monterey Peninsula Airport District related to the detachment of certain airport properties from the City of Monterey, a copy of which is attached to this Resolution as Exhibit A.

BE IT FURTHER RESOLVED THAT the Executive Director is authorized and directed to execute the attached Memorandum of Understanding between City of Monterey and Monterey Peninsula Airport District related to the detachment of certain airport properties from the City of Monterey.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 16th day of August 2023.

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

Adopt 2. Adopt Resolution No. 1854, A Resolution of Intent of the Monterey Peninsula Airport District to Approve Agreement to Provide Fire Services between the City of Monterey and the Monterey Peninsula Airport District

District Counsel Huber introduced Item G.2 and thanked the City of Monterey’s Attorney for being focused on mutual benefit. He explained the staging area for daytime emergency response, the increase from the original proposal to a five-year agreement and noted that there was a 5% increase in cost per year included in the agreement.

Gaudenz Panholzer, Fire Chief of the Monterey Fire Department, thanked the Monterey Peninsula Airport District Board of Directors, saying it was a very workable agreement for all.

Hans Uslar, City Manager of the City of Monterey, echoed the thanks and stated his desire to continue to build on the partnership.

Phillip Bezouska, representing the Monterey Fire Department's labor union, also thanked the Board.

Chief Panholzer answered questions from Directors.

District Counsel Huber stated a proposed amendment to Resolution No. 1854, as presented in the packet, has been placed on the dais. If adopted, the phrase "from the new Airport fire station at 1600 Airport Road, Suite A, Monterey, CA" would be added to the end of the fourth paragraph and the agreement would be corrected to show the fire station address as 1600 Airport Road.

Director Pick moved to adopt Resolution No. 1854, A Resolution of Intent of the Monterey Peninsula Airport District to Approve Agreement to Provide Fire Services between the City of Monterey and the Monterey Peninsula Airport District as amended. Director Gaglioti seconded the motion. The motion passed unanimously by a roll call vote of 4-0 with Chair Sawhney absent.

RESOLUTION NO. 1854

A RESOLUTION OF INTENT OF THE MONTEREY PENINSULA AIRPORT DISTRICT TO APPROVE AGREEMENT TO PROVIDE FIRE SERVICES BETWEEN THE CITY OF MONTEREY AND THE MONTEREY PENINSULA AIRPORT DISTRICT

WHEREAS, the Monterey Peninsula Airport District currently contracts with the City of Monterey for fire services at the Monterey Regional Airport; and

WHEREAS, the Monterey Peninsula Airport District appreciates the quality of fire service provided by the City of Monterey to the Airport and its patrons; and

WHEREAS, the current fire services agreement is set to expire on October 1, 2023; and

WHEREAS, representatives of City of Monterey and the Monterey Peninsula Airport District have met and renegotiated terms for a new agreement for continued fire service to be provided by the City of Monterey to the Monterey Peninsula Airport District from the new Airport fire station at 1600 Airport Road, Suite A, Monterey, CA; and

NOW, THEREFORE, BE IT RESOLVED, that the Monterey Peninsula Airport District hereby approves of the Agreement to Provide Fire Services Between the City of Monterey and the Monterey Peninsula Airport District, a copy of which is attached to this Resolution as Exhibit A.

BE IT FURTHER RESOLVED THAT the Executive Director is authorized and directed to execute the attached Agreement to Provide Fire Services Between the City of Monterey and the Monterey Peninsula Airport District.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 16th day of August 2023.

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

Adopt 3. Adopt Resolution No. 1855, A Resolution Approving A Non-Federal Reimbursable Agreement between the Department of Transportation Federal Aviation Administration and the Monterey Peninsula Airport District

Chair Sawhney returned to the meeting at 9:53 AM.

Deputy Executive Director Morello introduced Item G.3 and explained that adopting Resolution No. 1855 would provide reimbursable funding for the FAA to complete engineering and technical support to relocate the Remote Transmitter/Receiver (RTR) cables servicing Monterey Airport Traffic Control Tower (ATCT) impacted by the relocated commercial apron and airport terminal projects.

Deputy Executive Director Morello answered questions.

No Public Comment.

Director Gaglioti motioned to adopt Resolution No. 1855, A Resolution Approving A Non-Federal Reimbursable Agreement between the Department of Transportation Federal Aviation Administration and the Monterey Peninsula Airport District. Director Leffel seconded the motion. The motion passed unanimously by a roll call vote of 5-0.

RESOLUTION NO. 1855

A RESOLUTION APPROVING A NON-FEDERAL REIMBURSABLE AGREEMENT BETWEEN DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION AND MONTEREY PENINSULA AIRPORT DISTRICT

WHEREAS, On November 26, 2018 the Board of Directors of the Monterey Peninsula Airport District (MPAD) approved Resolution No. 1730 certifying Final Environmental Impact Report (EIR) (SCH 2015121105), and Resolution No. 1731, approving Alternative 1 as the Airport Master Plan Project for Monterey Regional Airport; and

WHEREAS, On April 20, 2022, the BOD approved Resolution No. 1819 and certified the Revised Addendum to FEIR for the Minor Project Modifications and approved Resolution No. 1820 the Minor Project Modifications to the MRY Master Plan; and

WHEREAS, The FY23 Adopted Capital Improvement Budget contains Project 2023-01 Safety Enhancement Program (SEP) Phase B2 Commercial Apron Construction and the approved Airport Capital Improvement Program (ACIP) for FY 2022-2028 includes this SEP project phase; and

WHEREAS, The Federal Aviation Administration (FAA) can furnish directly or by contract, material, supplies, equipment, and services which the Monterey Peninsula Airport District (Sponsor) requires, has funds available for, and has determined should be obtained from the FAA; and

WHEREAS, The purpose of this Agreement between the FAA and the Sponsor is to perform design review, site survey, cost estimate and engineering consulting services relating to the relocation of the FAA's Remote Transmitter/Receiver (RTR) cables servicing Monterey Airport Traffic Control Tower (ATCT) impacted by the Sponsor's project to construct a relocated commercial apron and airport terminal; and

WHEREAS, This Agreement provides funding for the FAA to complete Engineering and Technical Support to Relocate Remote Transmitter/Receiver (RTR) Cables.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: That MPAD execute the agreement with the Department of Transportation Federal Aviation Administration, Western Service Area in the amount not-to-exceed \$81,834.00 and authorize the Executive Director, or his designee, to execute said contract.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 16th day of August 2023, by the following roll call vote:

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

Adopt 4. Adopt Resolution No. 1856, A Resolution Authorizing and Approving the Service Agreement between the Monterey Peninsula Airport District and Runway Safe

Executive Director La Pier introduced Item G.4. Deputy Executive Director Morello reviewed the Staff Report.

Deputy Executive Director Morello answered questions about the long lead time, saying it was due to labor scheduling rather than materials.

No Public Comment.

Director Miller motioned to adopt Resolution No. 1856, A Resolution Authorizing and Approving the Service Agreement between the Monterey Peninsula Airport District and Runway Safe. Director Pick seconded the motion. The motion passed unanimously by a roll call vote of 5-0.

RESOLUTION NO. 1856

A RESOLUTION AUTHORIZING AND APPROVING THE SERVICE AGREEMENT BETWEEN THE MONTEREY PENINSULA AIRPORT DISTRICT AND RUNWAY SAFE

WHEREAS, on June 21, 2023 Resolution 1848, A Resolution Authorizing and Approving the Operating Budget and Capital Budget of The Monterey Peninsula Airport District (MPAD) for Fiscal Year 2024 was adopted; and

WHEREAS, District-Only funded Capital Improvement Projects 2024-03 Airfield and Property Maintenance 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 contract with the firm of Runway Safe to conduct a Field

Strength Test (FST) on the two Engineered Materials Arrestor System (EMAS) beds at Monterey Airport (MRY) for Runway 10R/28L in an amount not-to-exceed \$64,000.00.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 16th day of August 2023 by the following roll call vote:

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

Discuss 5. Del Rey Oaks (DRO) Police Services Agreement FY24 Cost of Service and Method of Determining Cost

Executive Director La Pier introduced Item G.5 saying this was covered in the budget process but Staff was asked to provide opportunity for discussion by the Board.

Chair Sawhney objected to the fact there was no staff report and no visual presentation and asked that this item be moved to the next meeting when that would be provided.

Chair Sawhney answered questions from Directors about the reason this item was put on the agenda.

Executive Director La Pier gave an overview of the contract and stated the automatic renewal had already taken place, staff was very pleased with the service and the arrangement, and the relationship between the Del Rey Oaks Police Department and Monterey Peninsula Airport District is very positive. He explained the reason for the seemingly large jump in the cost, saying in actuality we had been being undercharged and that is now rectified on a go-forward basis. There is one item that is still under discussion and that is the billing of the UAL, which is not in the agreement. Executive Director La Pier assured the board that if a provision of the agreement were to change it would come before the Board.

Chair Sawhney moved to continue this item at the next regular meeting. Directors generally supported written material and/or presentations going forward but did not support moving this item to the next meeting agenda unless something changed and there was an action item.

Chair Sawhney moved this item back to "Pending Requests for Future Items".

No Public Comment.

Discuss 6. Role and Function of the Local Jurisdiction Liaison Ad Hoc Committee

Directors discussed the possible future role of the Local Jurisdiction Liaison Ad Hoc Committee that has been dormant since prior to the COVID shutdowns.

Directors Leffel and Miller gave reports on how the committee had been used in the past.

District Counsel Huber answered questions about the difference between an Ad Hoc and a Standing Committee.

There was general consensus to have informal meetings and for Executive Director La Pier to approach two specific local jurisdictions about scheduling time to learn more about each other's current projects.

A break was taken from 10:42 AM to 10:50 AM.

When the meeting reconvened Chair Sawhney announced Director Leffel had left the meeting at 10:43 AM.

Direction 7. Remote Participation at Board Meetings by Members of the Public

District Counsel Huber introduced Item G.7 and reviewed the history and current provisions of the Brown Act as it related to remote participation of board members and the public. He noted, however, there is a provision of the Brown Act which provides, in pertinent part, "Access to Meetings beyond Minimal Standards: Notwithstanding any other provision of law, legislative bodies...may impose requirements upon themselves which allow greater access to their meetings than prescribed by the minimal standards set forth in this chapter."

Jean Rasch, a member of the public, provided public comment in favor of remote public comment being allowed regardless of whether a board member was attending remotely or not.

Directors discussed the idea of allowing remote public participation at all board meetings.

District Counsel received direction to bring a Resolution and proposed revisions to the Governance Manual to a future meeting to allow remote public participation at all board meetings with certain time limit parameters.

Discuss 8. Emergency Procedures and Preparedness

Executive Director La Pier gave a verbal report on the capabilities of Airport generators during power outages, the systems that rely on ISP providers, and an overview of the airport security plan and airport certification emergency plan requirements. Deputy Executive Director Morello added that all aviation tenants have subset complementary plans for emergency services also; there are layers of plans.

Chair Sawhney asked about an emergency communication and PR plan. Executive Director La Pier stated informative communication to the board has increased as has the use of social media to broadcast information to the public.

Chair Sawhney asked to move Closed Session Item I.1 Potential Litigation to prior to Item H. Board Committee Reports and Acceptance of Department Reports, and to defer Closed Session Item I.2 Annual Evaluation, until Director Leffel could participate. The board concurred and agreed to schedule a Special Meeting for the Annual Evaluation of the Executive Director.

I. CLOSED SESSION

- POTENTIAL LITIGATION.** Pursuant to Gov. Code 54957.6(b)(2), the board will meet with the Executive Director and General Counsel related to potential exposure to litigation: one case.
- ANNUAL EVALUATION** [Government Code Section 54957(b)]. The Board will meet with the Executive Director and District Counsel to consider the annual evaluation related to the following position: Executive Director.

The board entered Closed Session at 11:46 AM.

J. RECONVENE TO OPEN SESSION

The board reconvened to Open Session at 12:05 PM. There was no reportable action taken.

Chair Sawhney reported Director Gaglioti excused himself from the meeting at 12:02 PM.

H. BOARD COMMITTEE REPORTS AND ACCEPTANCE OF DEPARTMENT REPORTS

Standing Committees:

- | | |
|---|----------------------------|
| i. Budget and Finance | Director Leffel |
| 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 Sawhney & 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 |

There were no questions for Standing Committee members.

Deputy Executive Director Morello answered questions about the Police Report that referred to the damage to the terminal building.

There was no Local Jurisdiction Meeting.

Director Leffel was not present to give a LAFCO report.

There was no Regional Taxi Authority meeting.

The TAMC representative has not yet been determined.

Chair Sawhney had no report to give from Special Districts.

Director Miller reported four board members will attend the CSDA Annual Conference being held in Monterey, CA at the end of August.

Director Miller gave the report for AMBAG.

K. PENDING REQUESTS FOR FUTURE AGENDA ITEMS

None.

L. DISCUSSION OF FUTURE AGENDAS

- *Resolution & Governance Manual Revisions to Allow Remote Public Participation in Board Meetings under Specific Guidelines*
- *Del Rey Oaks (DRO) Police Services Agreement FY24 Cost of Service*

M. ADJOURNMENT

The meeting adjourned at 12:17 PM.

*Approved at the
Meeting of September 20, 2023*

Mary Ann Leffel, Chair Pro Tem

A T T E S T

*Michael La Pier, AAE
District Secretary*

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

September 8, 2023 10:00 AM

NOTICE REGARDING A RETURN TO IN-PERSON PUBLIC PARTICIPATION AT MONTEREY PENINSULA AIRPORT DISTRICT BOARD AND COMMITTEE MEETINGS

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

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

A. CALL TO ORDER

The meeting of the Airport Property Development and Lease Committee was called to order at 10:16 AM. Directors Miller and Sawhney, Executive Director La Pier, Controller Wilson, and Acting Board Secretary Adams were in attendance.

B. COMMUNICATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS

None.

C. PUBLIC COMMENTS

None.

D. REGULAR AGENDA – ACTION ITEMS

Review 1. Leasing Activity Review

Executive Director La Pier turned the floor over to Controller Wilson who reviewed recent negotiations for open space at 2801 Monterey Salinas Highway.

Controller Wilson referred to the office space recently vacated in the Fenton & Keller building and reviewed the proposed terms for a four-year lease that is under consideration. Executive Director La Pier indicated the interested party would use the space for a project office for clients in the region.

Executive Director La Pier reviewed space available in the empty buildings at 2801 Monterey Salinas Highway, saying the empty front building has environmental concerns. However, the empty back building is sound and is under consideration for a project office for a local contractor under a two-year lease. Controller Wilson reviewed the terms that are under consideration for this lease.

Executive Director La Pier updated the committee on the status of the hangar construction on the north side saying there is a slight delay. The current tenants on the south side will be notified of the target move date, which will likely be delayed until November 1, 2023.

Controller Wilson reported the TSA office space lease expires October 2024 and they asked for a flat rate for a five-year extension. He reviewed the terms of the extension.

Executive Director La Pier reported that none of the aforementioned leases will come before the board because the terms are within his signing authority.

Executive Director La Pier reported the lease for restaurant space for Woody's at the Airport ends June 2024 and there is an extension allowed by the current lease. There is a proposal for a three-year extension that is being discussed. Executive Director La Pier reviewed the proposed terms of the extension.

E. ADJOURNMENT

The meeting adjourned at 11:36 AM.

*Approved at the
Meeting of September 20, 2023*

Mary Ann Leffel, Chair Pro Tem

A T T E S T

*Michael La Pier, AAE
District Secretary*

FISCAL YEAR 2024 CONFERENCES AND EVENTS. As budgeted, and by Board Approval, members of the Board of Directors may attend four conferences in Fiscal Year 2024, the local CSDA Annual Conference & Exhibitor Showcase that occurs in August and the SWAAAE Annual Airport Management Short Course (Winter Conference) that occurs in January, as well as two conferences of individual preference. A list of FY 2024 conferences and events and attendance approvals to date is included below.

FISCAL YEAR 2024

Event	Dates	Location
SWAAAE Annual Summer Conference	July 23-26, 2023	Phoenix, AZ
SMART Airports and Regions	July 19-21, 2023	Edmonton Alberta
CSDA Annual Conference & Exhibitor Showcase	Aug. 28-31, 2023	Monterey, CA
<ul style="list-style-type: none"> • <i>Directors Miller & Leffel approved May 17, 2023</i> • <i>Directors Sawhney & Gaglioti approved July 19, 2023</i> 		
ACI-NA Annual Conference and Exhibition	Sept. 30-Oct. 3, 2023	Long Beach, CA
<ul style="list-style-type: none"> • <i>Directors Miller & Leffel approved May 17, 2023</i> 		
NBAA Business Aviation Convention & Exhibition	October 17-19, 2023	Las Vegas, NV
SWAAAE Annual Airport Management Short Course	January 21-24, 2024	Monterey, CA
NBAA Leadership Conference	Feb. 6-8, 2024	Palm Springs, CA
AAAE/ACI-NA Washington Legislative Conference	March 14-15, 2024	Washington, DC
AAAE Annual Conference and Exposition	April 28-30, 2024	Nashville, TN
CSDA Special Districts Legislative Days	May 21–22, 2024	Sacramento, CA

AGENDA ITEM: G-1
DATE: September 20, 2023

TO: Monterey Peninsula Airport District Board of Directors
FROM: Michael La Pier, Executive Director
SUBJ: Resolution No. 1857, A Resolution Authorizing and Approving the Work Order between the Monterey Peninsula Airport District and Coast Counties Glass, Inc.

BACKGROUND. The Monterey Peninsula Airport District (MPAD) Board of Directors has previously adopted a FY 2024 Capital Improvement Program (CIP) Budget on June 21, 2023 via Resolution No. 1848. The District-Only Funded Capital Acquisitions Project 2024-04, Terminal Area Improvements, was included as a FY24 capital improvement project. This project is Exempt from California Environmental Quality Act (CEQA) per exemption Article 19, Section 15301, Class 1.

SCOPE OF WORK. The existing height of the glass wall along the Courtyard at Gate 1 presents extensive alerts due to the low height. Extending the height of the glass will improve and eliminate any potential security concerns and provide for extended use of the area.

IMPACT ON BUDGET. The fees associated in the work order are included in the FY24 CIP budget.

SOURCE OF FUNDS. The project is a District-only funded capital project with a total work order cost of \$41,000.00.

IMPACT ON OPERATIONS. There will be limited impact to passengers as the gate area will be closed when the installation is occurring. Staff will work with the contractor to schedule as much of the work as possible when flights are not scheduled to be operating out of the west hold room.

SCHEDULE. The proposed timing anticipates construction shall be scheduled to commence on or around October 1, 2023.

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

ATTACHMENTS.

Resolution No. 1857
Coast Counties Glass, Inc. Work Order Agreement M07788

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

Signed this 20th day of September 2023

Mary Ann Leffel, Chair Pro Tem

A T T E S T

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

PROPOSAL

PROPOSAL NUMBER P220425
WORK ORDER NUMBER M07788

COAST COUNTIES GLASS, INC.

4 UPPER RAGSDALE DR., MONTEREY, CA 93940

LICENSE #170560 -- DIR #1000421264 -- PH (831) 649-4444 -- FAX (831) 649-3531
-- WWW.COASTCOUNTIESGLASS.NET --

To:

Work At:

Monterey Peninsula Airport

200 Fred Kane Drive
Monterey, CA 93940

Attention: Joe

Phone: 831-242-1134

Email: jaten@montereyairport.com

DESCRIPTION OF WORK:

Furnish and install 1/3/4 x 4 1/2 storefront windscreen. Seven elevations total. Glass will be 1/4 grey light.

This would need steel posts installed to add structure, by others. No engineering provided.

TOTAL **\$40,950.00**

TERMS: ALL APPLICABLE TAXES INCLUDED

- 1) SPECIAL ORDERS MAY NOT BE CANCELED, ALTERED OR RETURNED. DEPOSITS ARE NOT REFUNDABLE
- 2) **WE ARE NOT RESPONSIBLE FOR DELAYS BEYOND OUR CONTROL**
- 3) **PRICE IS VALID FOR 30 DAYS, UNLESS OTHERWISE NOTED**
- 4) INSULATED GLASS IS SUBJECT TO TERMS AND CONDITIONS OF MANUFACTURERS' LIMITED WARRANTY
- 5) WE ASSUME NO RESPONSIBILITY FOR PUTTY FAILURE.
- 6) WE ARE NOT RESPONSIBLE FOR REPLACING WOOD STOPS, PAINTING, STUCCO REPAIR OR ROOF SURFACE DAMAGE WHICH MAY OCCUR DURING PRODUCT INSTALLATION
- 7) WE DO NOT CLEAN GLASS OR RELATED SURFACES. UPON COMPLETION OF INSTALLATION, WE ASSUME NO RESPONSIBILITY FOR STAINS, CORROSION, OR THE FORMATION OF CONDENSATION ON GLASS SURFACES
- 8) OPENINGS FOR INSTALLATION OF PRODUCTS FURNISHED BY COAST COUNTIES GLASS SHALL BE PROPERLY PREPARED
- 9) SHOULD YOU ACCEPT THIS CONTRACT, IT IS UNDERSTOOD THAT THE TERMS AND CONDITIONS OF THIS CONTRACT SHALL PREVAIL OVER ANY OTHER CONTRACT YOU REQUEST US TO SIGN. IN THE EVENT OF A DISPUTE OVER THIS CONTRACT, THE PREVAILING PARTY SHALL BE ENTITLED TO REASONABLE ATTORNEY FEES. THE COUNTY OF MONTEREY SHALL BE THE EXCLUSIVE VENUE FOR ALL PROCEEDINGS INVOLVING THIS CONTRACT.
- 10) PAST DUE ACCOUNTS ARE SUBJECT TO MONTHLY SERVICE CHARGE.

TERMS: 50% DUE PRIOR TO ORDER/ BALANCE DUE UPON COMPLETION.

PROPOSAL PREPARED BY:

DATE PREPARED:

ACCEPTED: _____ DATE: _____

TO: Monterey Peninsula Airport District Board of Directors
FROM: Michael La Pier, Executive Director
Chris Morello, Deputy Executive Director
SUBJ: 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

BACKGROUND. January 9, 2019 the Board approved Resolution No. 1737 authorizing a professional services agreement with Kimley-Horn and Associates Inc. (KHA) to review and evaluate options for non-potable water sources that would support the Quick Turn Around Car Wash Rental Facility.

December 14, 2022 the Board approved Amendment #2 to the Professional Services Agreement between the Monterey Peninsula Airport District (MPAD) and Kimley-Horn and Associates, Inc. for Design Services for the Well System Water Delivery Project.

Since that time, KHA and Staff have been proceeding with potential options for the well water systems at 2801 Monterey Salinas Highway and 2999 Monterey Salinas Highway locations.

At the status briefing provided in April 2023, the following design components were noted: The Well System is anticipated to require the installation of a new water delivery system and facilities to provide for the use of the new water wells at the 2801 Monterey Salinas Highway site and the 2999 Monterey Salinas Highway site.

The 2801 well is anticipated to supply non-potable well water to the existing Car-Return Quick-Turn Around (QTA) facility. In addition, it is anticipated that a well-head treatment system could be implemented for this well to treat the well water to potable water standards for domestic use in the proposed new terminal. The 2999 well is anticipated to provide non-potable well water for grey water use in the proposed new terminal.

STAFF ANALYSIS. State law requires that under California Environmental Quality Act (CEQA) an Initial Study (environmental analysis) be conducted to determine if this project could significantly affect the environment. Based on the findings in the Initial Study (IS), it has been determined that this proposed project may have a significant effect on the environment (biological and cultural resources); however, avoidance, minimization, or mitigation measures are available which would reduce the impacts to less than significant levels. As such, a Mitigated Negative Declaration (MND) has been prepared. MPAD is the responsible agency to ensure the Project's Mitigation, Monitoring, and Reporting Program (MMRP) is implemented.

A copy of the Environmental document is provided as **Attachment A** and includes the following:

- Final Mitigated Negative Declaration, which includes:
 - Initial Study for the Proposed Well Waterline Improvements

- Appendix A, Biological Resources Technical Memorandum
- Appendix B, City of Monterey letter

The Project's CEQA Notice of Intent (NOI) to adopt a Mitigated Negative Declaration (MND) was prepared and circulated by MPAD. Pursuant to Public Resource Code section 21080.3.1. Tribal consultation was conducted between June 13, 2023 and July 14, 2023. No requests for consultation were received from the Native American tribes. Public consultation was conducted between July 19, 2023 and August 18, 2023 to provide interested agencies, organizations, property owners and the public with an opportunity to express their concerns regarding the potential environmental effects of the proposed Project. The Notice of Intent (NOI) was posted at: (1) Governor's Office of Planning and Research CEQA State Clearing house; (2) the Airport's website; (3) the Airport terminal building; and (4) the Monterey Herald legal publication and mailed to specific agency and property owners as mandated by CEQA. The NOI provided for a 30-day comment period and the public comment period closed on Friday, August 18, 2023 at 5:00 PM.

One comment was received during the comment period, from the City of Monterey and is included in Attachment A, Appendix B. Item 10 of the Initial Study, which is located on page 9 of the attachment, was revised as requested and states the following.

The City of Monterey would be contacted by the airport for the following permits for the proposed waterline improvements at 2801 Monterey-Salinas Highway where they cross the city limits:

- *Building permit(s)*
- *Tree removal permit (if applicable)*

Similarly, the City of Del Rey Oaks would be contacted by the airport for a permit for the proposed waterline improvements at 2999 Monterey-Salinas Highway where they cross the city limits.

The 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.

Proposed Improvements

The proposed project is the installation of two water distribution lines and ancillary infrastructure connected to existing airport-installed replacement water wells located on airport property. A complete description can be found on Attachment A beginning on page three and continuing through the first paragraph of page 8.

The new wells replaced previously active wells located at the airport that were no longer functional. Electricity for the proposed project would be provided via new connections to existing electrical hook-ups using horizontal directional drilling (HDD) trenchless methods to place the new electrical lines underground. Construction work will be divided into two phases of work; Phase 1 and Phase 2 with Phase 1 work further subdivided into two parts: Schedule A and Schedule B.

Environmental Findings

No impacts or less than significant environmental impacts were identified through the environmental review and field investigations for the following Environmental Factors:

(Attachment A, page 10)

<i>Aesthetics</i>	<i>Agriculture and Forestry Resources</i>	<i>Air Quality</i>
<i>Energy</i>	<i>Geology/Soils</i>	<i>Greenhouse Gas Emissions</i>
<i>Hazards & Hazardous Materials</i>	<i>Hydrology/Water Quality</i>	<i>Land Use/Planning</i>
<i>Mineral Resources</i>	<i>Noise</i>	<i>Population/Housing</i>
<i>Public Services</i>	<i>Recreation</i>	<i>Transportation</i>
<i>Tribal Cultural Resources</i>	<i>Wildfire</i>	

Less than significant impacts with Mitigation Incorporated were identified for the following environmental impacts through the environmental review and field investigations for the following Environmental Factors:

(Attachment A, page 10)

<i>Biological Resource</i>	<i>Cultural Resources</i>	<i>Utilities/Service Systems</i>
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The Mandatory Finding of Significance determined that the Project would be *Less Than Significant With Mitigation Incorporated*. The proposed project could have potential impacts to sensitive Biological Resources as discussed in Section IV, pages 16-24 of the IS. Mitigation measures will be implemented to reduce these impacts below a level of significance. Similarly, mitigation measures are included to reduce the potential impacts to Cultural Resources within previously undisturbed portions of the project site to below a level of significance as discussed in Section V, pages 25-27 of the IS.

Section 15097 of the *California Environmental Quality Act (CEQA)* requires all state and local agencies to establish a MMRP for projects approved by a public agency whenever approval involves the adoption of a Mitigated Negative Declaration. **Attachment B** outlines the MMRP for the proposed Well Water Improvements, describes the mitigation measures identified by the Mandatory Findings, identifies the implementation and monitoring plan, and outlines the

mitigation measure timeline. The MMRP requirements will be used by the Airport staff and mitigation monitoring personnel to ensure compliance with mitigation measures during project implementation.

RECOMMENDATION. Adopt proposed 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.

ATTACHMENTS

Attachment A - Final Mitigated Negative Declaration and Initial Study on the Well Waterline Improvements

Attachment B - Mitigation, Monitoring, and Reporting Program (MMRP)
Resolution No. 1858

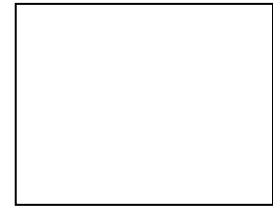


**FINAL
MITIGATED NEGATIVE DECLARATION
AND INITIAL STUDY ON
MONTEREY REGIONAL AIRPORT
WELL WATERLINE IMPROVEMENTS**

SCH# 2023070338

September 2023





State of California
MITIGATED NEGATIVE DECLARATION

Project Title:	Well Waterline Improvements – Phases 1 and 2
Owner:	Monterey Peninsula Airport District (MPAD)
Project Location:	200 Fred Kane Drive, Monterey, CA 93940
Primary APN:	2801 Monterey-Salinas Highway Well Water System: 013-222-008-000 2999 Monterey-Salinas Highway Well Water System: 259-021-002-000
Project Manager/POC:	Chris Morello, Deputy Executive Director planning@montereyairport.com
Project Type:	Utility Infrastructure
Project Description:	The proposed project is the installation of two water distribution system lines and ancillary infrastructure connected to existing water wells located on airport property. <i>*See Initial Study for detailed project description.</i>

STATEMENT OF ENVIRONMENTAL FINDINGS: State law requires that an Initial Study (environmental analysis) be conducted to determine if this project could significantly affect the environment. Based on the findings in the Initial Study, it has been determined that this proposed project may have a significant effect on the environment (biological and cultural resources); however, avoidance, minimization, or mitigation measures are available which would reduce the impacts to less than significant levels. As such, a Mitigated Negative Declaration has been prepared. The MPAD is the responsible agency for ensuring that the Project’s Mitigation, Monitoring, and Reporting Program is implemented.

Decision-Making Body:	MPAD Board of Directors
Responsible Agency:	Monterey Peninsula Airport District
Review Period Began:	Wednesday, July 19th, 2023
Review Period Ended:	Friday, August 18th, 2023

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APPENDIX A – BIOLOGICAL RESOURCES TECHNICAL MEMORANDUM

APPENDIX B – COMMENT LETTER FROM CITY OF MONTEREY

**INITIAL STUDY
ON
MONTEREY REGIONAL AIRPORT
WELL WATERLINE IMPROVEMENTS – Phases 1 and 2**

per the *California Environmental Quality Act (CEQA)*
(*Public Resources Code [PRC] §§21000-21189*)
and *CEQA Guidelines (California Code of Regulations [CCR],*
Title 14, Division 6, Chapter 3, §§15000-15387)

INTRODUCTORY INFORMATION

1. Project title:

Monterey Regional Airport Well Waterline Improvements – Phases 1 and 2

2. Lead agency name and address:

Monterey Peninsula Airport District (MPAD)
200 Fred Kane Drive
Monterey, CA 93940

3. Contact person:

Ms. Chris Morello
Deputy Executive Director
Monterey Regional Airport
planning@montereyairport.com

4. Project location:

The two proposed waterlines would be located on the south side of the Monterey Regional Airport (airport) (**Exhibit 1**):

- 2801 Monterey-Salinas Highway (Phases 1 and 2)
- 2999 Monterey-Salinas Highway (Phase 2)

5. Project sponsor's name and address:

Monterey Peninsula Airport District (MPAD)
200 Fred Kane Drive
Monterey, CA 93940



6. General plan designation:

The airport is owned and managed by MPAD. It is not within the land use planning jurisdiction of any of the communities that are adjacent to the airport property (except for a few parcels that were acquired by MPAD after the district boundaries were established, as discussed below).

The proposed waterline alignment at 2801 Monterey-Salinas Highway abuts and crosses the City of Monterey jurisdictional limits along two areas of the proposed waterline. The first location is east of a set of buildings at 2801 Monterey-Salinas Highway. The second location is west of the long-term parking lot where the waterline would cross Olmsted Way. These areas are designated as Industrial on the City of Monterey General Plan land use map.¹

The proposed waterline improvements at 2999 Monterey-Salinas Highway are within the MPAD-owned boundaries, except on the hill north of Tarp's Roadhouse restaurant. This area of the airport property is within the City of Del Rey Oaks jurisdictional limits and is designated as Neighborhood Commercial in the *General Plan Update for the City of Del Rey Oaks*.²

7. Zoning:

The proposed waterline alignment at 2801 Monterey-Salinas Highway abuts and crosses the City of Monterey jurisdictional limits along two areas of the proposed waterline, as described under #6 above. These areas are zoned Industrial by the City of Monterey.

The proposed waterline improvements at 2999 Monterey-Salinas Highway are within the MPAD-owned boundaries, except for the area connecting to the existing water well on the hill north of Tarp's Roadhouse restaurant. This area of the airport property is zoned C-1-V (Neighborhood Commercial with Visitor Overlay) by the City of Del Rey Oaks.

8. Description of project:

The proposed project is the installation of two water distribution system lines and ancillary infrastructure connected to existing airport-installed replacement water wells located on airport property. The new wells replaced previously active wells located at the airport that were no longer functional.

Electricity for the proposed project would be provided via new connections to existing electrical hook-ups using horizontal directional drilling (HDD) trenchless methods³ to place the new electrical lines underground. Construction work will be divided into two phases of work – Phase 1 and Phase 2 – with Phase 1 work further subdivided into two parts: Schedule 'A' and Schedule 'B'.

¹ City of Monterey 2011, *City of Monterey General Plan*, Map 3 Showing Land Use (https://www.monterey.org/city_hall/community_development/planning/land_use_plans.php)

² City of Del Rey Oaks 1997, *General Plan Update for the City of Del Rey Oaks, California*, Figure 2, Land Use Element Map (<https://www.delreyoaks.org/documents>)

³ This method is a construction technique whereby a tunnel is drilled under a designated area and the electric cable or pipeline is pulled through the drilled underground tunnel. It is used to minimize impacts on the surface in sensitive or otherwise constrained areas.

2801 Monterey-Salinas Highway Well Water System – Phase 1 (Exhibit 2)

The proposed improvements for Phase 1 of the project would bring water from the airport-installed replacement well just north of buildings located at 2801 Monterey-Salinas Highway to the rental car wash west of the commercial terminal. Most of the alignment would follow existing roads or cross the overflow parking lot or pavement around two hangars. Adjacent to the well, two 10,000-gallon water tanks, green sand-filter treatment, chlorine injection, and a booster pump station would be installed on a 2,900-square-foot (sf) reinforced concrete pad surrounded by a six-foot (ft)-high chain link fence topped by three strands of barbed wire and equipped with a wildlife deterrent fence skirt. Access to this area would be through a secured double-swing gate. The maximum height of the water tanks would be 12 ft. The concrete pad would be six inches (in.) thick heavy-duty concrete and four in. thick aggregate base over 20 in. deep recompact soil.

The well water would first be passed through a chemical dosing feed and a green sand media filter⁴ before entering the water storage tanks. The water would then go through a booster pump station and would be conveyed west via four- or six-in.-diameter high-density polyethylene (HDPE) pipes. The water pipes would include connection points for the domestic water services to the new terminal facility.

At the rental car facility, a hydro-pneumatic aboveground 1,000-gallon tank facility – which would include pump controls/monitoring, localized sand filtration, and regulated pump – would be installed on the system adjacent to the rental car wash facility. The sand filtration would include a building service connection to the sanitary sewer to permit intermittent backwashing. This hydro-pneumatic tank facility would serve to regulate pressure/flow in the system serving the rental car facility. Power for these components would be taken from the existing rental car vacuum facility service. No excavation is anticipated.

Overall, 2,896 linear feet (lf) of pipe would be installed. Trenches would range from three to 14 ft wide, while the pavement saw cuts would typically be eight in. wider than the trench. The waterline would be placed roughly 54 in. below the ground surface on a minimum of six in. of bedding material.

HDD would be used for segments of the pipe that would be within vegetated areas, would go underneath two existing hangars to be protected in place, or would go across the slope and existing retaining wall at the west end of the commercial terminal building's front parking lot.

2999 Monterey-Salinas Highway Well Water System – Phase 2 (Exhibit 3)

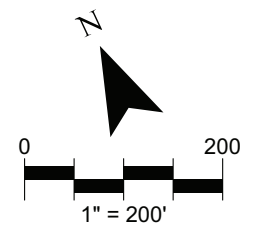
Phase 2 of the project would bring water from the existing airport-installed replacement well near a storage shed above and north of Tarp's Roadhouse restaurant at 2999 Monterey-Salinas Highway. This system would serve the irrigation water demand for the proposed new terminal facility. The waterline would continue west and connect to an existing irrigation line present at the junction of the east vehicle service road and the Taxiway A pavement near the approach end of Runway 28L. This new waterline would be 1,915 lf long, four in. diameter, and would also be comprised of HDPE pipe.

⁴ Chemical dosing is a water treatment process that uses chemicals (such as salts/chlorine) to treat and remove high levels of chemical content dissolved in the water, while a green sand media filter removes certain trace metals (such as manganese). The two-step process is similar to a water softener.



Legend

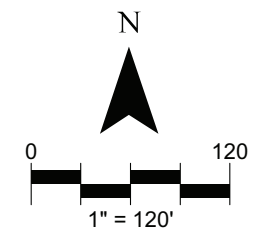
- Tank
- ◐ Well
- Water Line
- Water Line Installed using Horizontal Directional Drilling
- Electric Line Installed using Horizontal Directional Drilling
- - - Haul Routes
- Bore Pits
- Staging Areas
- Pavement





Legend

- Tank
- Well
- Water Line
- Electric Line Installed using Horizontal Directional Drilling
- - - Haul Routes
- Bore Pits
- Staging Areas



For the first approximately 75 lf, the waterline would be installed using HDD to minimize the need for trenching and backfilling. This area of the waterline alignment is vegetated and crosses under an existing retaining wall and rock-lined drainage swale along the southeastern side of the airport's east vehicle service road (see photo).



Retaining wall east of vehicle service road

Once the waterline reaches the east vehicle service road, the line would follow the edge of the rock swale or be located within the pavement. Trenches would range from three to seven ft wide, while the pavement saw cuts would be eight in. wider than the trench. The waterline would be placed roughly 54 in. below the ground surface on a minimum of six in. of bedding material.

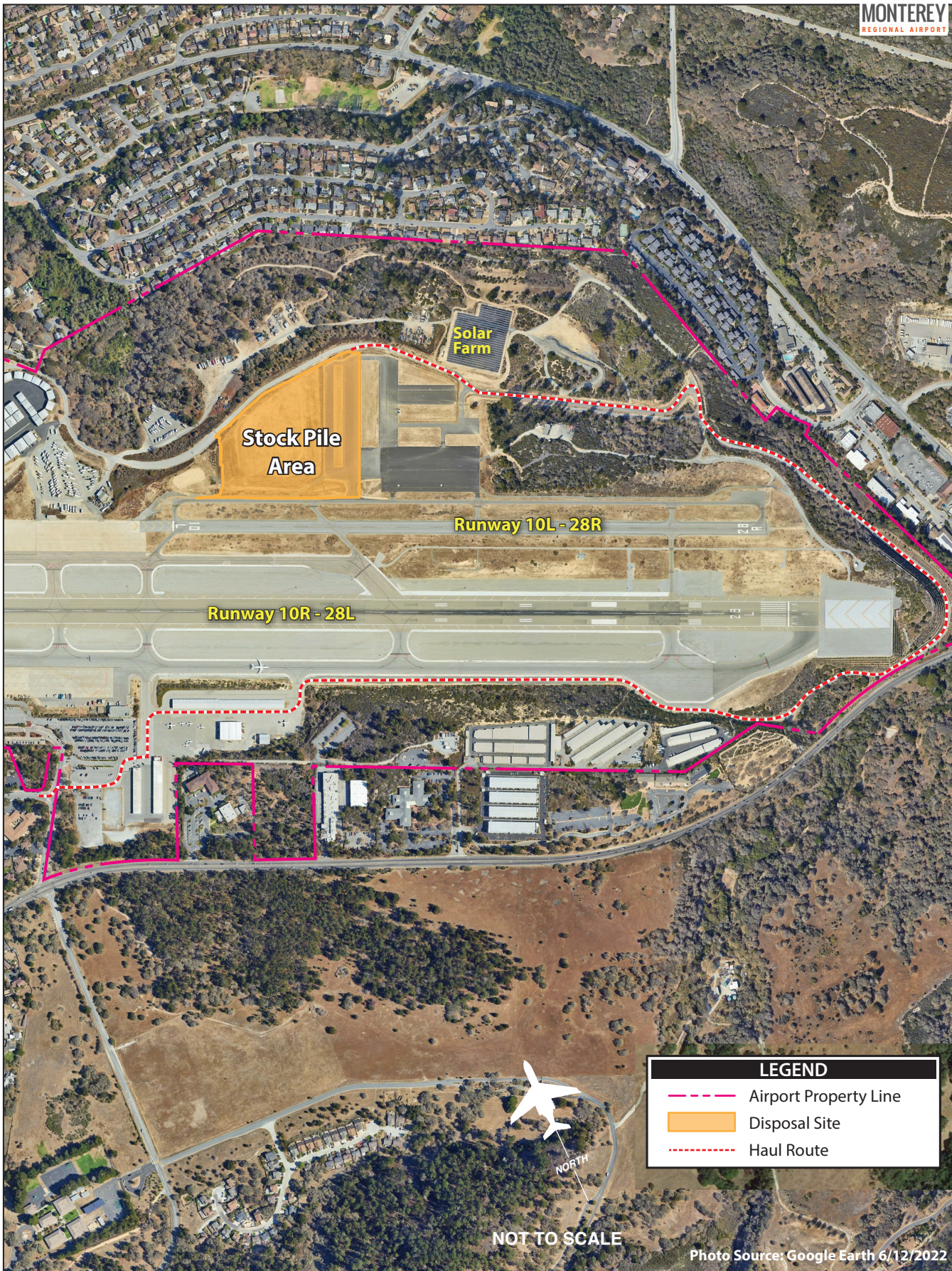
A hydro-pneumatic water tank would be installed on an 11-ft by 20-ft reinforced concrete pad part way up the hill. The hydro-pneumatic tank would allow the pressure/flow to be regulated as the water is conveyed up the steep slope to the plateau. The concrete pad would be six-in.-thick heavy-duty concrete and four-in.-thick aggregate base over 20-in.-deep recompact soil.

Construction Activity

The 2801 Monterey-Salinas Highway well water system (Phase 1) would be constructed in two parts (Schedule 'A' and Schedule 'B'). The Schedule 'A' work would include the waterline and ancillary facilities needed to provide water service to the airport's rental car wash facilities. This would be followed with the remaining facilities needed to serve the relocated terminal building (Schedule 'B'). The Schedule 'A' construction activities are expected to take approximately four months, with the Schedule 'B' work being constructed concurrently with Phase 2 (i.e., the 2999 Monterey-Salinas Highway well water system). Phase 2 is also expected to take approximately four months.

The use of temporary haul roads and staging/stockpile areas would be necessary during construction (**Exhibits 2 and 3**). During trenching and excavation of the send and receive pits for HDD, spoil materials would be side cast along the alignments. All temporary stockpiling of material would be constrained using best management practices (BMPs) that prevent sedimentation during storm events. All surplus dirt not needed for backfilling the trenches and pits would be hauled to the north side of the airport and deposited in a disposal area set up for airport construction projects (**Exhibit 4**). For Phase 1, an anticipated 590 cubic yards (cy) of dirt would be removed, which would equate to 60 haul trips. During Phase 2 of the project, an anticipated 700 cy of dirt would be stockpiled in the same area as Phase 1. This would amount to 70 haul trips.

All remaining waste materials (including, but not limited to, asphalt millings that are not reincorporated into the pavement; concrete; rubble; and tree root bulb material) would be properly disposed of in accordance with federal, state, and local laws and regulations. It is estimated that 50 cy of material would be hauled off-site (five haul trips) to a local transfer facility or landfill (30 cy during Phase 1 and 20 cy during Phase 2).



The contractor would be responsible for obtaining the services of a subsurface utility company to locate all existing utilities and underground airport facilities that may be affected by the proposed project, using pothole techniques to verify exact locations and elevations.

9. Surrounding land uses and setting:

The airport is in the Monterey area, one mile southeast of downtown Monterey and one mile from the Monterey Bay and the Pacific Ocean. The airport is bordered by the City of Del Rey Oaks to the north and east and the City of Monterey to the south and west.

Land uses in proximity to the airport include the U.S. Navy Golf Club, residential areas, and industrial and commercial development along Highways 68 and 218. Highway 68 is designated as a scenic highway by Monterey County.

The 2801 Monterey-Salinas Highway waterline would primarily follow existing internal airport roadways and paved areas, aside from a small section of the eastern portion of the waterline which would be routed through a vegetated area. Similarly, the 2999 Monterey-Salinas Highway waterline would primarily follow existing internal airport roadways and paved areas, aside from a vegetated area east of the vehicle service road, and north and above Tarpys Roadhouse restaurant. Both alignments are in proximity to environmentally sensitive habitat being managed by the airport.

10. Other public agencies whose approval is required (e.g., permit, financing approval, or participation agreement):

The City of Monterey would be contacted by the airport for the following permits for the proposed waterline improvements at 2801 Monterey-Salinas Highway where they cross the city limits:

- Building permit(s)
- Tree removal permit (if applicable)

Similarly, the City of Del Rey Oaks would be contacted by the airport for a permit for the proposed waterline improvements at 2999 Monterey-Salinas Highway where they cross the city limits.

11. Have California Native American tribes traditionally and culturally affiliated with the project area requested consultation pursuant to Public Resources Code section 21080.3.1? If so, is there a plan for consultation that includes, for example, the determination of significance of impacts to tribal cultural resources, procedures regarding confidentiality, etc.?

(NOTE: Conducting consultation early in the CEQA process allows tribal governments, lead agencies, and project proponents to discuss the level of environmental review, identify and address potential adverse impacts to tribal cultural resources, and reduce the potential for delay and conflict in the environmental review process. [See Public Resources Code section 21080.3.2.] Information may also be available from the California Native American Heritage Commission's Sacred Lands File per Public

Resources Code section 5097.96 and the California Historical Resources Information System administered by the California Office of Historic Preservation. Please also note that Public Resources Code section 21082.3[c] contains provisions specific to confidentiality.)

The following Native American tribes were notified of the proposed project pursuant to PRC section 21080.3.1 via certified mail (postmarked June 13, 2023):

Ohlone/Costanoan:

- Amah Mutsun Tribal Band
- Amah Mutsun Tribal Band of Mission San Juan Bautista
- Costanoan Rumsen Carmel Tribe
- Indian Canyon Mutsun Band of Costanoan

Ohlone/Costanoan-Esselen:

- Ohlone/Costanoan-Esselen Nation

Salinan Tribe of Monterey, San Luis Obispo Counties:

- Salinan Tribe of Monterey, San Luis Obispo Counties/Salinan Chumash
- Xolon-Salinan Tribe

At the end of the 30-day response time (July 14, 2023), no requests for consultation were received by MPAD.

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED:

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a “potentially significant impact” as indicated by the checklist on the following pages. Mitigation is provided to reduce potential impacts to a level of significance.

- | | | |
|--|---|---|
| <input type="checkbox"/> Aesthetics | <input type="checkbox"/> Agriculture and Forestry Resources | <input type="checkbox"/> Air Quality |
| <input checked="" type="checkbox"/> Biological Resources | <input checked="" type="checkbox"/> Cultural Resources | <input type="checkbox"/> Energy |
| <input type="checkbox"/> Geology/Soils | <input type="checkbox"/> Greenhouse Gas Emissions | <input type="checkbox"/> Hazards & Hazardous Materials |
| <input type="checkbox"/> Hydrology/Water Quality | <input type="checkbox"/> Land Use/Planning | <input type="checkbox"/> Mineral Resources |
| <input type="checkbox"/> Noise | <input type="checkbox"/> Population/Housing | <input type="checkbox"/> Public Services |
| <input type="checkbox"/> Recreation | <input type="checkbox"/> Transportation | <input type="checkbox"/> Tribal Cultural Resources |
| <input checked="" type="checkbox"/> Utilities/Service Systems | <input type="checkbox"/> Wildfire | <input checked="" type="checkbox"/> Mandatory Findings of Significance |

DETERMINATION:

(To be completed by the Lead Agency)

On the basis of this initial evaluation:

- I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
- I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
- I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
- I find that the proposed project MAY have a “potentially significant impact” or “potentially significant unless mitigated” impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
- I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Chris Morillo

Signature

July 17, 2023

Date

EVALUATION OF ENVIRONMENTAL IMPACTS:

- 1) A brief explanation is required for all answers except “No Impact” answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. A “No Impact” answer is adequately supported if the referenced information sources show that the impact simply does not apply to the projects like the one involved (e.g., the project falls outside a fault rupture zone). A “No Impact” answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).
- 2) All answers must take account of the whole action involved, including offsite as well as onsite, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.
- 3) Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. “Potentially Significant Impact” is appropriate if there is substantial evidence that an effect may be significant. If there are one or more “Potentially Significant Impact” entries when the determination is made, an EIR is required.
- 4) “Negative Declaration: Less Than Significant with Mitigation Incorporated” applies where the incorporation of mitigation measures has reduced an effect from “Potentially Significant Impact” to a “Less Than Significant Impact.” The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level (mitigation measures from “Earlier Analyses,” as described in (5) below, may be cross-referenced).
- 5) Earlier analyses may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. (CEQA Guidelines, section 15063[c][3][D].) In this case, a brief discussion should identify the following:
 - a. **Earlier Analysis Used.** Identify and state where they are available for review.
 - b. **Impacts Adequately Addressed.** Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.
 - c. **Mitigation Measures.** For effects that are “Less than Significant with Mitigation Measures Incorporated,” describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.
- 6) Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.
- 7) Supporting Information Sources: A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.
- 8) This is only a suggested form, and lead agencies are free to use different formats; however, lead agencies should normally address the questions from this checklist that are relevant to the project’s environmental effects in whatever format is selected.
- 9) The explanation of each issue should identify:
 - a. The significance criteria or threshold, if any, used to evaluate each question; and
 - b. The mitigation measure identified, if any, to reduce the impact to less than significant.

ISSUES:

I. AESTHETICS.

Except as provided in Public Resources Code section 21099, would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect on a scenic vista?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) In non-urbanized areas, substantially degrade the existing visual character or quality of public views of the site and its surroundings? (Public views are those that are experienced from publicly accessible vantage points.) If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Impact Analysis

I a-d) No Impact. Neither of the waterlines would be visible aboveground nor from Highway 68, which is the closest designated scenic highway. However, the project includes several water tanks. These are located away from the highway and are screened by both dense vegetation and topography. No night lighting would be required for construction. All work would occur during the daytime.

II. AGRICULTURE AND FORESTRY RESOURCES.

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Department of Conservation (DOC) as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state’s inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and forest carbon measurements methodology provided in Forest Protocols adopted by the California Air Resources Board. Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Result in the loss of forest land or conversion of forest land to non-forest use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Impact Analysis

II a) No Impact. The California DOC's Important Farmland Finder tool denotes the entire airport is located within Urban and Built-Up or Other Land. Furthermore, the airport property is not used for agricultural purposes.

II b) No Impact. The airport is not zoned for agricultural use, nor is it part of a Williamson Act contract.

III c-e) No Impact. There is no forest land or timberland (as defined in the Public Resources Code or Government Code) located at, or in proximity to, the airport.

III. AIR QUALITY.

Where available, the significance criteria established by the applicable air quality management district or air pollution control district may be relied upon to make the following determinations. Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Conflict with or obstruct implementation of the applicable air quality plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under the applicable federal or state ambient air quality standard?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Expose sensitive receptors to substantial pollutant concentrations?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Result in other emissions (such as those leading to odors) adversely affecting a substantial number of people?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Impact Analysis

The airport is located within Monterey County, which helps form the North Central Coast Air Basin (NCCAB), a designated “non-attainment” area for purposes of the California ambient air quality standards (AAQS) for PM₁₀ (coarse dust particles 2.5 to 10 micrometers in diameter) (California Air Resources Board [CARB] website, Maps of State and Federal Area Designations). Monterey Bay Air Resources District (MBARD), formerly known as Monterey Bay Unified Air Pollution Control District (MBUAPCD), is responsible for air monitoring, permitting, enforcement, long-range air quality planning, regulatory development, and other activities related to air pollution within the NCCAB.

III a-b) Less Than Significant Impact. Air emissions due to construction activity may vary based on the duration and level of activity. Short-term construction emissions occur primarily as exhaust products from the operation of construction equipment and vehicles but can also occur as fugitive dust emissions from land disturbance during material staging, demolition, and movement. The proposed well water systems would generate short-term criteria air pollutants as a result of construction activities. However, these emissions would be considered less than significant under construction emission thresholds outlined by MBARD, as discussed further below.

The applicable MBARD threshold is 82 pounds per day or more of PM₁₀ for construction activities such as excavation, grading, and on-site vehicles when they are nearby and upwind of sensitive receptors (MPUAPCD 2008, section 5.3, *Criteria for Determining Construction Impacts*). This threshold is also applicable if ambient air quality in the project area already exceeds the state AAQS (i.e., cumulative impacts could occur as the project would contribute substantially to this violation). MBARD also provides a screening threshold of 8.2 acres per day in terms of ground disturbance for a construction site with minimal earthmoving (MPUAPCD 2008, table 5-2). Since Phase 1 of the project would disturb approximately 0.38 acre for up to 160 days, and Phase 2 of the project would disturb approximately 0.14 acre for another 160 days, neither phase would come close to approaching the amount of ground disturbance needed to exceed the significance threshold for PM₁₀.

MBARD’s Construction Impact Criteria also indicate that construction projects using typical construction equipment, such as dump trucks, scrapers, and front-end loaders, that “temporarily emit precursors of

ozone (i.e., volatile organic compounds [VOC] or oxides of nitrogen [NO_x]), are accommodated in the emission inventories of State- and federally-required air plans and would not have a significant impact on the attainment and maintenance of ozone AAQS.”

The well water system improvements would not cause any additional operational activity at the airport, and thus, no impacts because of operational emissions would occur.

III c-d) Less Than Significant Impact. The proposed project would not be located within 0.25 mile of sensitive receptors (i.e., children, elderly, asthmatics, and other persons who are at a heightened risk of negative health outcomes due to exposure to air pollution) (CARB website, *Sensitive Receptor Assessment*). The proposed well water systems would primarily be located along industrial land uses (i.e., an airport).

IV. BIOLOGICAL RESOURCES.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special-status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Impact Analysis

The following analysis is summarized from a technical memorandum completed to document the results of botanical and wildlife surveys conducted in the proposed project areas, evaluate the project for potential impacts to sensitive natural resources, and provide appropriate avoidance, minimization, and/or mitigation measures to reduce potential biological impacts to less than significant levels. The memorandum is attached to this Initial Study as **Appendix A**. Refer to this appendix for more information.

IV a) Less Than Significant with Mitigation Incorporated. The proposed project would be implemented in and among developed and undeveloped areas. The developed portions of the project area support landscape trees and shrubs and ruderal vegetation. The undeveloped areas support communities dominated by native trees and shrubs. The habitats occurring in the proposed project areas provide suitable nesting habitat for birds. Common passerines may use the trees and shrubs for nesting, and raptors may use the oak and pine trees for nesting. These available nesting habitats could be impacted by project activities such as tree removal and minor grading. If these activities are conducted between March and September, birds may be nesting within or adjacent to the affected area(s) and the individuals could be directly or indirectly impacted. Direct impacts may include loss of active nests during vegetation removal. Noise or other disturbances may cause an individual to abandon a nest, resulting in an indirect impact. Measure BIO-1 would be implemented to avoid the potential impacts to nesting birds.

The proposed project would be constructed near special-status plants (Yadon's piperia [*Piperia yadonii*], seaside bird's beak [*Cordylanthus rigidus* ssp. *littoralis*], and sandmat manzanita [*Arctostaphylos pumila* Provisional Shrubland Alliance]) (**Exhibit 5**). The project design team has made significant efforts to avoid direct impacts to these resources. However, achieving avoidance of the resources will require direct coordination with the contractors in the field during project implementation. Measures BIO-2 through BIO-4 are provided to facilitate avoidance of the resources.

The 2999 Monterey-Salinas Highway well water system would largely be in disturbed or developed areas. The existing well site and proposed tank site would be located on the graded but unimproved pad of an existing landscape materials storage area and outbuilding. The pad is situated among Monterey cypress - Monterey pine Woodland stand (*Hesperocyparis macrocarpa* - *Pinus radiata* Forest & Woodland Semi-Natural Alliance). This woodland community includes planted and/or naturalized Monterey cypress (*Hesperocyparis macrocarpa*), Monterey pine, and Italian stone pine (*Pinus pinea*) trees in the canopy with native coast live oak in the sub-canopy. Since the Monterey cypress are planted or naturalized and not associated with the Pebble Beach or Point Lobos stands, the woodland area in the project site does not constitute a rare or sensitive resource. Other special-status plants were not observed at the well and tank sites.

The waterline would be installed using HDD from the well site under the retaining walls and into the existing vehicle service road through open trench methods. The open trench methods would be conducted in a portion of the vehicle service road that runs through Conservation Area 3, which was established for mitigation during the Runway Safety Area Improvement Project (RSA Project) and includes Monterey pine, coast live oak, and sandmat manzanita plantings. One Monterey pine, five coast live oak, and 34 sandmat manzanita plantings are located immediately adjacent to the edge of the vehicle service road asphalt. The vehicle service road is approximately 16 feet wide, which is wide enough for the excavator but may not be wide enough for stockpiling trench spoils adjacent to the trench or for a

dump truck to haul the spoils to temporary staging. As a result, there is potential for the trenching in the vehicle service road to impact up to one Monterey pine, five coast live oak, and 34 sandmat manzanita plantings.

Although the Yadon's piperia and seaside bird's beak can be avoided during project implementation, there is some potential that the Monterey pine, coast live oak, and/or sandmat manzanita located in Conservation Area 3 will be impacted during the trenching for the 2999 Monterey-Salinas Highway waterline. The Monterey pine, coast live oak, and sandmat manzanita shrubs were planted to mitigate impacts to the species that occurred during the RSA Project development. Measure BIO-5 is provided to ensure impacts to the mitigation plantings are mitigated in either waterline alignment.

IV b) Less Than Significant Impact. The proposed project areas do not support riparian habitats; however, the proposed project would be conducted in developed areas, Monterey pine forest with an understory of sparse sandmat manzanita chaparral, and coast live oak woodland. The California Department of Fish and Wildlife (CDFW) considers the communities to be Sensitive Natural Communities. The CDFW maintains a list of Sensitive Natural Communities that are evaluated using the NatureServe Heritage Methodology to assign Global and State rankings to the communities (NatureServe 2018). Natural Communities with State Ranks of "S1" through "S3" are considered Sensitive Natural Communities to be addressed in the environmental review processes of CEQA and its equivalents. The Global and State ranking system does not imply that specific actions are required in review of projects that may impact the community; however, regulatory agencies may request that impacts to these communities be addressed in environmental documents.

Monterey pine forest and sandmat manzanita chaparral have "G1" Global Ranks and "S1" State Ranks, which indicate that these communities are "critically imperiled." Coast live oak woodland has a "G4" Global Rank and an "S4" State Rank, which indicate that coast live oak woodland is "apparently secure" in its range (NatureServe 2018).

The proposed project would be conducted in the Monterey pine forest and sandmat manzanita chaparral habitat areas. However, the project has been designed to avoid removing the associate vegetation that comprises these communities. Avoiding direct removal of the vegetation that comprises the communities serves to avoid significant impacts to the sensitive natural community. In addition, permanent conversion of the sensitive natural communities to developed areas is not expected. The only permanent conversion of native soil in the project area would result from the development of the proposed 2801 Monterey-Salinas Highway well head development site, which would convert approximately 2,900 square feet of native soil to a developed area. This conversion will not remove sensitive natural community associate plant species or hinder the ongoing existence of the adjacent community. Therefore, a significant impact to the communities would not occur and compensatory mitigation is not warranted.

Oak woodlands are also considered under Senate Bill (SB) 1334 and associated California PRC section 21083.4, which maintain that the potential conversion of oak woodland is subject to CEQA and is to be mitigated. The proposed electrical line for the 2999 Monterey-Salinas Highway well water system would be installed in coast live oak woodland using HDD.



LEGEND	
	ENVIRONMENTALLY SENSITIVE AREA
	BORE PIT
	CONSTRUCTION STAGING AREA
	PROPOSED WATER LINE - TRENCH
	PROPOSED JOINT TRENCH (WATER AND COMM)
	PROPOSED WATER LINE - BORE
	PROPOSED ELECTRIC/COMM - BORE
	PROPOSED JOINT BORE (WATER AND COMM)
	PROPOSED HAUL ROUTE
	PROPOSED UTILITY POT HOLE



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Implementation of the HDD serves to avoid conversion of the coast live oak woodlands. Therefore, a significant impact to the community would not occur and compensatory mitigation is not warranted.

IV c) No Impact. The proposed project areas do not contain jurisdictional wetlands or other waters; therefore, impacts to jurisdictional wetlands or other waters are not expected.

IV d) Less Than Significant Impact. The airport property is fenced per Federal Aviation Administration (FAA) safety requirements. Portions of the airport property that are not included in the existing perimeter fence are bordered by existing development. The existing perimeter fence and development in the area limits the use of the airport property as a migratory route for resident wildlife species. However, common wildlife species such as California mule deer (*Odocoileus hemionus californicus*) and coyote (*Canis latrans*) use the undeveloped portions of the airport property for foraging and shelter. Although the proposed project components may reduce the available foraging and shelter area for resident deer and coyote, implementation of the project components is not expected to significantly disrupt a migratory corridor.

IV e) Less Than Significant with Mitigation Incorporated. The eastern segment of the proposed 2801 Monterey-Salinas Highway well water system well site, tank site, and existing access road are in the jurisdiction of the City of Monterey (city) and subject to Chapter 37, *Preservation of Trees and Shrubs*, of the City Code—specifically, Section 37-2.5, *Protection of Trees During Construction*; Section 37-8, *Removal or Damaging Trees on Private Property*; Permit Required; and Section 37-11, *Conditions of Removal/Mitigation Measures*. The following is a discussion of the potential impacts to trees of various species in relation to the City Code.

In addition to impacts to trees, the proposed project components that are in the city's jurisdiction would be conducted adjacent to vegetation types identified for protection in the *City of Monterey General Plan Conservation Element* goals and policies (City of Monterey 2019). The goals and policies listed below are pertinent to the 2801 Monterey-Salinas Highway well water system well site, tank site, and existing access road:

Goal d. *Protect the character and composition of existing native vegetative communities. Conserve, manage, and restore habitats for endangered species and protect biological diversity represented by special-status plant and wildlife species.*

Policy d.1. Protect existing native plants and promote the use of locally occurring, native vegetation for public and private landscaping and revegetation efforts.

Policy d.2. Discourage the use of plant species on the California Exotic Pest Plant Council lists.

Policy d.3. Protect existing sensitive habitats by careful planning to avoid and/or mitigate significant impacts to habitat areas identified as having high and moderate biological values.

Policy d.4. Protect and manage habitats that support special-status species, are of high biological diversity, or are unusual or regionally restricted. Prepare biotic reports or habitat management plans as needed to ensure protection of habitat values.

Policy d.5. Reduce biotic impacts to a less-than-significant level on project sites by ensuring that mitigation measures identified in biotic reports are incorporated as conditions of approval for development projects. Compliance with the City Tree Ordinance is the mechanism that will be used to address impacts of tree removals. As mitigation for significant impacts, avoidance, replacement, or restoration of habitats on- or off-site or other measures may be required.

Policy d.6. Within identified habitat areas with high biological value, the City will provide for a focused evaluation of areas identified as appropriate habitat for special- status species during the project review and approval process.

City Code Chapter 37 and the Conservation Element goals and policies focus on protecting trees and shrubs within the City of Monterey. Trees and shrubs subject to these policies occur on the borders of the 2801 Monterey-Salinas Highway well water system well site, tank site, and existing access road. However, the proposed project has been designed to avoid impacts to the trees and shrubs. In addition, the implementation of measures BIO-1 through BIO-4 will serve to facilitate the avoidance of trees and shrubs in the city's jurisdiction. BIO-6 is provided to ensure the removal of any tree(s) or shrub(s) from City of Monterey jurisdiction is mitigated.

IV f) Less Than Significant with Mitigation Incorporated. The construction of the RSA Project was completed in 2015. The Final EIR for the RSA Project identified impacts to sandmat manzanita chaparral, coast live oak woodland, and rare plants that occurred in the affected communities. As part of the mitigation for these impacts, the airport developed and adopted a Habitat Conservation and Enhancement Plan (HCEP) that established three conservation areas on the eastern part of the airport property. Conservation Area 1 includes 1.2 acres of central maritime chaparral that is dominated by sandmat manzanita, Conservation Area 2 includes 3.0 acres of coast live oak woodland, and Conservation Area 3 includes 1.2 acres of maritime chaparral restoration plantings within the vegetated RSA retaining walls and adjacent areas. The airport designated these areas as open space on the airport layout plan and has been conducting habitat management activities in these areas. The proposed project includes installation of the 2999 Monterey-Salinas Highway waterline and electrical conduit in Conservation Area 3.

Installation of these project components may result in the removal of up to one Monterey pine, five coast live oak, and 34 sandmat manzanita plantings. If removal of these plantings is required, the airport would replace the affected plantings to maintain compliance with the RSA Project's established mitigation. Measure BIO-5 will be implemented, as necessary, to replace the affected portions of the RSA Project mitigation areas.

Avoidance, Minimization, and/or Mitigation Measures

BIO-1: To the maximum extent possible, initial vegetation-clearing activities in the project areas should be conducted between October and February, which is outside of the typical bird breeding season. If the project schedule does not provide for late season vegetation removal, a nesting bird survey will be conducted by a qualified biologist no more than one week prior to the land clearing to determine presence/absence of nesting birds within the vegetated area. If an active nest or nests are observed, work activities will be avoided within 100 feet of the active

nest(s) until young birds have fledged and left the nest(s). The nests shall be monitored weekly by a biologist with experience with nesting birds to determine when the nest(s) become(s) inactive. The buffer may be reduced but not eliminated during active nesting if deemed appropriate by the biologist. Readily visible exclusion zones will be established in areas where the nest(s) must be avoided. The Monterey Regional Airport and appropriate regulatory agency will be contacted if any federally- or state-listed bird species are observed during surveys. Nests, eggs, or young of birds covered by the *Migratory Bird Treaty Act* and/or *California Fish and Game Code* will not be moved or disturbed until the young have fledged.

BIO-2: Prior to ground disturbance, the airport shall retain an environmental monitor for all measures requiring environmental mitigation to ensure compliance with the avoidance, minimization, and/or mitigation measures. The monitor shall be responsible for:

1. Ensuring that procedures for verifying compliance with environmental mitigations are implemented;
2. Establishing lines of communication and reporting methods;
3. Conducting compliance reporting;
4. Conducting construction crew training regarding environmentally sensitive areas;
5. Maintaining authority to stop work; and
6. Outlining actions to be taken in the event of non-compliance.

Monitoring shall be conducted full-time during the initial disturbance phases of the project and at least weekly following completion of the initial disturbances.

The environmental monitor shall prepare a final report upon completion of the project that identifies the methods and results of the monitoring, provides daily monitoring reports, quantifies any impacts to sandmat manzanita, and, if necessary, provides the required mitigation quantities for mitigating any sandmat manzanita impacts (see BIO-5).

BIO-3: Prior to the commencement of site disturbances, the environmental monitor shall conduct an environmental awareness training for construction personnel. The environmental awareness training shall include discussions of the special-status species that occur in the project area. Topics of discussion shall include descriptions of the species' habitats, general provisions and protections afforded by the federal *Endangered Species Act* and *California Environmental Quality Act*, measures implemented to protect special-status species, review of the project boundaries and special conditions, the monitor's role in project activities, lines of communication, and procedures to be implemented in the event a special-status species is observed in the work area.

BIO-4: The project plans shall clearly show the location of project delineation fencing that excludes adjacent special-status resources from disturbance. The fencing shall consist of a highly visible construction fence supported by steel T-stakes that are driven into the soil. The monitoring biologist shall field-fit the placement of the project delineation fencing to minimize impacts to adjacent sensitive resources. Installation of the fencing or any other project activities shall not

have any impact on the known Yadon's piperia or seaside bird's beak occurrences that are adjacent to the project areas.

The project delineation fencing shall remain in place and functional throughout the duration of the project and no work activities shall occur outside the delineated work areas. The plans shall clearly show all staging areas, which shall be located within currently disturbed areas and outside the adjacent habitat areas.

BIO-5: Prior to the commencement of site disturbance, the environmental monitor shall coordinate with the project contractors to facilitate the avoidance of Monterey pine, coast live oak, and sandmat manzanita plantings to the maximum extent possible. Such coordination will include assisting the contractors in identifying the plants and recommending work areas that avoid the occurrences. The contractors shall make all reasonable efforts to avoid the plantings.

Once the plants that can be avoided are identified, the contractors – in coordination with the environmental monitor – shall install construction delineation fencing that protects the plantings to be avoided from accidental disturbance. In some cases, avoidance will not be feasible. Mitigation for each manzanita plant removed shall be at a 2:1 ratio and mitigation for each coast live oak and Monterey pine planting removed shall be at a 1:1 ratio. The environmental monitor shall document the exact number of Monterey pine, coast live oak, and sandmat manzanita plantings that are removed and shall establish the final planting replacement mitigation quantities.

It is estimated that the project could require the removal of up to one Monterey pine, five coast live oak, and 34 sandmat manzanita plantings. To mitigate this impact, the airport shall replace the coast live oak and Monterey pine plantings at a 1:1 ratio and replant two one-gallon sandmat manzanita container plants for each one sandmat manzanita shrub that is removed for the project. The airport shall plant the replacement coast live oak and Monterey pine trees in Conservation Area 3. Replacing the plants in this location will serve to maintain the aesthetic quality of the conservation area, as viewed from Highway 68. The airport shall plant the replacement sandmat manzanita plants in Conservation Area 4 on the north side of the airport property. Conservation Area 4 is currently being managed for the restoration and enhancement of maritime chaparral and sandmat manzanita, and an active irrigation system and maintenance program is in place. The replacement plants will be maintained and monitored by the airport to ensure their survival.

If the monitor and the contractors are successful at avoiding all the mitigation plantings in Conservation Area 3, the airport will not replace or mitigate for plants that were not impacted.

BIO-6: If avoidance of a tree or shrub located within the jurisdiction of the City of Monterey is not feasible during project implementation, the environmental monitor shall document the size (diameter at breast height), species, and quantity of trees or shrubs that are removed. MPAD shall coordinate with the City Forester to mitigate the removed tree(s) or shrub(s) per the applicable City of Monterey policies.

V. CULTURAL RESOURCES.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Cause a substantial adverse change in the significance of a historical resource pursuant to CEQA Guidelines section 15064.5?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to CEQA Guidelines section 15064.5?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Impact Analysis

V a-c) Less Than Significant with Mitigation Incorporated. As part of the environmental review for the 2018 Airport Master Plan, all areas of the airport not previously surveyed for cultural resources were evaluated (MPAD 2018). This included the parcel east of the existing office buildings at 2801 Monterey-Salinas Highway. This parcel would be disturbed by Phase 1 of the proposed project for placement of electrical lines using HDD, trenches for the waterline, and grading for a concrete pad at the well site. Although no cultural resources were found during the prior survey, the Final EIR for the airport master plan recommended archaeological monitoring for this area prior to project implementation (**Exhibit 6**) (MPAD 2018). The parcel in question is comprised of dense vegetation and has not been subject to extensive prior disturbance, and could contain previously unidentified cultural resources despite previous survey efforts.

As a result of cultural resources surveys conducted at the airport for the prior RSA Project, cultural resources were identified, and data recovery efforts were completed near the 2999 Monterey-Salinas Highway project area (SWCA 2010; Holm et al. 2016). Subsequently, this project area was extensively disturbed by the east vehicle service road and retaining walls constructed as part of the airport’s runway safety area project. The proposed project in this area would be completed using HDD with 10 ft by 20 ft sending and receiving pits. Although it is unlikely that there are intact cultural resources remaining in this area of the airport, given prior finds in this area, the potential exists for additional undiscovered cultural resources.

The airport will implement Measures CUL-1 through CUL-3 to ensure impacts to cultural resources would be less than significant.

Avoidance, Minimization, and/or Mitigation Measures

CUL-1: Prior to project implementation, a qualified archaeologist will 1) conduct a cultural resource awareness training for all construction personnel, or 2) prepare a training brochure, which will be made part of the construction documents. The training or brochure will cover the following items:

- Types of prehistoric and historic resources that may be uncovered;
- Examples of common prehistoric and historic archaeological artifacts;
- Review what makes an archaeological resource significant to archaeologists and Native Americans;
- Procedures for notifying the airport in case of an unanticipated discovery, including intact human remains (see also CUL-3).

CUL-2: Archaeological monitoring of grading, trenching, and pit excavation in areas where there is a potential for undiscovered cultural resources due to the amount of dense vegetation present (i.e., the undisturbed area east of the office buildings for the 2801 Monterey-Salinas Highway waterline) will be conducted during ground disturbance activities.

CUL-3: MPAD will follow standard protocols for any unanticipated discovery of cultural resources, including human remains. If cultural resources are exposed during the construction of the proposed project, work will stop in the immediate vicinity, and an archaeologist who meets the Secretary of the Interior’s Professional Qualification Standards will be retained to evaluate the find and recommend relevant mitigation measures. If human remains are discovered, MPAD will contact the County Coroner, who will notify the Native American Historic Commission (NAHC) within 24 hours if the remains are determined to be Native American. The NAHC, in turn, will notify a Most Likely Descendant to aid in the determination of the proper handling of the remains.

VI. ENERGY.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Conflict with or obstruct a state or local plan for renewable energy or energy efficiency?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Airport Property Line
 Study Area
 Recommended Archaeological Monitoring Locations

0 250 500 1,000 Feet



Basemap by ESRI, 2018.



Recommended Archaeological Monitoring Locations
Cultural Resources Survey Report
Monterey Regional Airport, Monterey County, Ca

Source: MPAD 2018. Final Airport Master Plan EIR (SCH #2015121105), Exhibit 4.5E.

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Impact Analysis

VI a) Less Than Significant Impact. The proposed project would require minimal consumption of energy during the construction of the proposed waterlines, which involves minor construction activity only. In the long term, the Phase 1 well water system would use 125 amperes (amp) (at 480 volts [v]) to 100 kilovolt-amperes (kVA)⁵. The Phase 2 well water system would use 100 amps (at 480 v) to 74 kVA. Neither phase would result in an environmental impact due to wasteful, inefficient, or unnecessary consumption of energy sources.

VI b) Less Than Significant Impact. (See previous response.) The proposed project would not conflict with or obstruct state goals outlined by the California Energy Commission. The airport generates on-site electricity for its use through its solar farm.

VII. GEOLOGY AND SOILS.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ii) Strong seismic ground shaking?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
iii) Seismic-related ground failure, including liquefaction?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
iv) Landslides?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Result in substantial soil erosion or the loss of topsoil?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on or offsite landslide, lateral spreading, subsidence, liquefaction, or collapse?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial direct or indirect risks of life or property?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

⁵ A kilovolt-ampere (kVA) equates to 1,000 volt-amperes. A volt is electrical pressure, and an amp is the electrical current.

Impact Analysis

VII a, c, d) Less Than Significant Impact. The proposed well water systems are not within a state-designated Alquist-Priolo Zone nor within an area covered by the most recent state map for Liquefaction Zone or Landside Zone (California DOC website, Alquist-Priolo Earthquake Fault Zones). Expansive soils were not identified in the proposed project areas (Cornerstone Earth Group 2009). In addition, the proposed well water systems would not involve any people since the project is the installation of two waterlines (and associated ancillary structures, such as water tanks) at the airport.

VII b) Less Than Significant Impact. Most of the waterline alignments would occur along existing pavement. However, where the waterlines connect to the wells on the east ends of both proposed alignments, a less than significant loss of topsoil would occur due to the proposed grading of natural areas. The amount of existing topsoil disturbance in these areas would be minimal.

VII e) No Impact. No septic tanks or alternative wastewater disposal systems would be utilized as a result of the proposed waterlines.

VII f) Less Than Significant Impact. The proposed waterline alignments consist of geologic sediments that have a zero to low potential of containing paleontological resources (SWCA Environmental Consultants 2009).

VIII. GREENHOUSE GAS EMISSIONS.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Conflict with an applicable plan, policy, or regulation adopted for the purpose of reducing the emissions of greenhouse gases?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Impact Analysis

In the State of California Assembly Bill (AB) 1279, the *California Climate Crisis Act (2022)*, builds upon previous climate change legislation and establishes statewide regulations to achieve net zero greenhouse gas (GHG) emissions by no later than 2045, and to ensure that statewide anthropogenic GHG emissions are reduced to 85 percent below the 1990 levels. The bill requires the state Air Resources Board to work with relevant state agencies to achieve the policy goals outlined in the bill and to ensure that appropriate plans/strategies are identified that would enable carbon dioxide removal solutions and carbon capture, utilization, and storage technologies in California. As of 2023, the State of California is working towards implementing strategies to reduce GHG emissions outlined in the 2017 Scoping Plan Update, to further reduce its GHG emissions by 40 percent below 1990 levels by 2030.

State CEQA guidelines have not established a quantitative threshold of significance for GHG emissions. Rather, Section 15064.4 of the State CEQA Guidelines affirms the discretion of lead agencies to establish their own significance thresholds, provided such thresholds are supported by substantial evidence. Specifically, Section 15064.4 (a) recognizes that lead agencies should determine significance thresholds for GHG emissions utilizing (1) a model or methodology, and/or (2) qualitative analysis or performance-based thresholds. Section 15064.4 (b) further states that the lead agency should consider the following factors, among others, when determining the significance of impacts from GHG emissions on the environment:

1. The extent to which the project may increase or reduce GHG emissions as compared to the existing environmental setting;
2. Whether the project emissions exceed a threshold of significance that the lead agency determines applies to the project; and
3. The extent to which the project complies with regulations or requirements adopted to implement a statewide, regional, or local plan for the reduction or mitigation of GHG emissions through a public review process. (Such requirements must be enough to reduce the project's incremental contribution of GHG emissions such that they are not cumulatively considerable.)

MBARD's *Guidelines for Implementing the California Environmental Quality Act* (MBARD 2016) includes a GHG threshold which can be used to evaluate operational emissions within the Monterey region and is used by MPAD for its airport projects. The MBARD GHG operational threshold states that "a proposed stationary source project⁶ will not have a significant GHG impact, if operation of the project will emit less than the significance level of 10,000 metric tons per year (MT/yr) CO_{2e}." MBARD has not outlined any GHG construction thresholds.

VIII a) Less Than Significant Impact. The proposed project would generate temporary short-term GHGs during the construction of the waterlines from equipment that is powered by fossil fuels, including construction equipment, worker vehicles, and vehicles used to carry materials and equipment to and from the proposed project sites. This is a less than significant impact since the proposed project would entail minimal construction activity and haul trips, most of which would remain on the airport.

VIII b) Less Than Significant Impact. The proposed project would generate GHG emissions during the construction of the waterlines as a result of four months of construction activity per phase. However, MBARD has not developed GHG construction thresholds. Because the construction would create a temporary impact only, construction activity would not conflict with an applicable plan, policy, or regulation adopted for the purpose of reducing the emissions of GHGs.

⁶ Stationary source projects include equipment, processes, and operations that require an Air District permit to operate.

IX. HAZARD AND HAZARDOUS MATERIALS.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Create significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard or excessive noise for people residing or working the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g) Expose people or structures, either directly or indirectly, to a significant risk of loss, injury, or death involving wildland fires?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Impact Analysis

IX a-c) Less Than Significant Impact. The proposed project would not require the routine transport, use, or disposal of hazardous materials, nor would it involve reasonably foreseeable upset or accidental release of hazardous materials. The proposed project would conduct construction activities with equipment and vehicles that utilize fossil fuels and other potential hazardous materials. However, construction activities would be subject to existing permit procedures for the handling, transporting, and disposal of hazardous materials. If previously unknown contaminants are discovered during construction or if a spill occurs, work would be halted, and the National Response Center would be notified.

The closest existing or proposed school to the proposed project is the Foothill Elementary School, located at 1700 Via Casoli in Monterey. This location is 0.50 mile from the Phase 1 project alignment and 0.90 mile from the Phase 2 project alignment to the south of the closest project area (U.S. Environmental Protection Agency [EPA] website, EJScreen; Google Earth Pro Aerial Imagery).

No long-term fossil fuel usage would occur as a result of the proposed project. Thus, hazards to the public or the environment through the routine transport, use, or disposal of hazardous materials would occur.

IX d) No Impact. The state's Cortese List (i.e., California Government Code section 65962.5) indicates that there are no sites at the airport on the state's cleanup list (California Department of Toxic Substances Control [DTSC] website, Hazardous Waste and Substances Site List [Cortese]). There are no Superfund or Brownfield sites in proximity to the airport. The closest Superfund site is at Fort Ord, a former United States Army post located more than six miles away from the proposed project (U.S. EPA, EJScreen website). The former military base at the airport was a Formerly Used Defense Site (FUDS) at which groundwater monitoring and remediation occurred (California DTSC EnviroStor website).

None of the above-mentioned existing or former hazardous materials sites are located within the proposed project area.

IX e) No Impact. The State of California requires that each airport and Airport Influence Area (AIA) be part of an Airport Land Use Compatibility Plan (ALUCP) (California Department of Transportation [Caltrans] 2011). MPAD has an approved *Airport Land Use Compatibility Plan for Monterey Regional Airport* (Monterey County Airport Land Use Commission 2019). The proposed project would not change any existing land uses or patterns or aircraft operations at the airport. No changes to the approved ALUCP would be required as a result of the project, nor would it result in a safety hazard or excessive noise for people residing or working in the project areas.

IX f) No Impact. The airport has an approved emergency response and evacuation plan (per 14 CFR 139.325) which addresses emergency procedures for all parts of the facility. The emergency plan does not need to be revised as a result of the proposed project.

IX g) No Impact. The airport is not located within a Fire Hazard Severity Zone (FHSZ), as mapped by the Office of the State Fire Marshall (OSFM) (Fire Hazard Severity Zones Map, website, 2022). No change to the airport's risk of wildland fires would occur as a result of the proposed project. In addition, the proposed project would provide the airport with another source of water for fire suppression if a brush fire at the airport occurred.

X. HYDROLOGY AND WATER QUALITY.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Substantially decrease groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces, in a manner which would:				
i) Result in substantial erosion or siltation on or offsite;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ii) Substantially increase the rate or amount of surface runoff in a manner which would result in flooding on or offsite?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
iii) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff; or	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
iv) Impede or redirect flood flows?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) In flood hazard, tsunami, or seiche zones, risk release of pollutants due to project inundation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Impact Analysis

X a) Less Than Significant Impact. The proposed project would not significantly violate water quality standards or waste discharge requirements, nor would it substantially degrade surface or water quality. BMPs to avoid erosion or sedimentation during storm events during construction activities would be implemented throughout the four-month construction periods for each phase of the project.

X b) Less Than Significant Impact. The proposed project would not substantially decrease groundwater supplies such that the demand for groundwater would exceed the supply of the nearby groundwater basin. Based on the well reports for each airport-installed replacement well, the source capacity of each well is “more than adequate” to meet minimum regulations for use (quantity and quality) (Bierman Hydrogeologic 2023a, 2023b).

X c.i) Less Than Significant Impact. The majority of the proposed project areas would occur along existing paved areas. HDD would be used in the vegetated areas of the two proposed well water systems, as well as for the installation of electric lines, to minimize the need for trenching and backfilling.

X c.ii-c.iii) Less Than Significant Impact. The proposed project would only increase the amount of impervious surface by minor amounts at the concrete pads where the new water tanks would be located. All other proposed improvements would be underground, and the ground surface would be restored to preconstruction conditions. No changes to the existing storm drain system are anticipated because of the proposed project.

X c.iv -d) Less Than Significant Impact. The proposed waterlines and related electric lines would be underground and would not affect flood patterns or significantly impede or redirect flood flows. Most of the proposed project lies within Zone X, an area of minimal flood hazard. However, on the eastern portion of the 2999 Monterey-Salinas Highway Waterline, part of the waterline is in Zone AE, an area without base flood elevation (U. S. Department of Homeland Security, Federal Emergency Management Agency website).

X e) Less Than Significant Impact. The proposed project would not conflict with or obstruct implementation of a water quality plan or sustainable groundwater plan. The airport would still need to comply with its allotment of water from the Monterey Peninsula Water Management District (MPWMD), regardless of the implementation of the proposed project.

XI. LAND USE AND PLANNING.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Physically divide an established community?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Impact Analysis

XI a) No Impact. The proposed project would not be located along any residential corridors and would not divide any established communities.

XI b) Less Than Significant Impact. The airport is designated a Special District (MPAD). Land within the original airport district boundaries is not subject to the policies and land use plans of the cities of Monterey and Del Rey Oaks. A few airport land parcels purchased after the formation of the district must comply with local jurisdictional requirements in which the parcel is located (i.e., portions of the alignments that cross over into the City of Monterey’s or City of Del Rey Oaks’ municipal boundaries).

The proposed infrastructure in these areas would not conflict with these respective cities' policies related to avoiding or mitigating an environmental effect. See also Section IV e.

XII. MINERAL RESOURCES.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Impact Analysis

XII a-b) No Impact. No mineral extraction occurs on airport property. Furthermore, the airport is not identified as an area of "Identified Mineral Resource Significance" within the Monterey County General Plan Draft EIR (Monterey County 2008, Final EIR certified 2010).

XIII. NOISE.

Would the project result in:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan, noise ordinance, or applicable standards of other agencies?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Generation of excessive groundborne vibration or groundborne noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Impact Analysis

XIII a) Less Than Significant Impact. According to the City of Monterey’s Land Use and Noise Compatibility Standards, Community Noise Equivalent Levels (CNEL) of 60 decibels (dB) or lower noise exposure are normally acceptable for low density residential areas, including single family residences, duplexes, and mobile homes. 65 dB CNEL and lower are normally acceptable for schools, libraries, churches, hospitals, and nursing homes (City of Monterey General Plan, last updated 2013).

The proposed project would not change noise related to the airport in the long term, and there would be no short-term construction exceedances of the noise standards as a result of the construction of the proposed project. During construction, short-term noise impacts associated with vehicular noise from heavy duty haul trucks and worker vehicles and the operation of construction equipment would occur. Temporary staging areas, haul roads, and borrow/stockpile areas would be necessary. Haul roads would be contained to existing paved roads and would be restricted to daytime hours (7 AM to 7 PM). The construction areas would be internal to the airport and would not be located near residents or other noise sensitive land uses.

XIII b) Less Than Significant Impact. Project activities that may generate groundborne vibration impacts would occur only during construction phases of the project. HDD would occur on the eastern portions of the proposed project during both phases. The construction areas would be internal to the airport and would not be located near residents of other land uses sensitive to groundborne vibration.

XIII c) No Impact. The proposed project would not change any existing airport land use plans, nor would it result in excessive noise levels for people residing or working in the project area.

XIV. POPULATION AND HOUSING.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Induce substantial unplanned population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Impact Analysis

XIV a) No Impact. The proposed project is the installation of two waterlines and ancillary infrastructure. The water would be used for the airport’s current rental car operations and to offset water use for the new commercial passenger terminal. No changes in population growth would occur directly or indirectly as a result of the proposed project.

XIV b) No Impact. The proposed project would not displace existing housing or people.

XV. PUBLIC SERVICES.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times, or other performance objectives for any of the public services:				
Fire protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Police protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Schools?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other public facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Impact Analysis

XV a) No Impact. The proposed project would not result in the development of any residential units or other land uses that would create an increase in demand on fire services, police service, schools, parks, or other public facilities. The airport provides its own fire protection and security.

XVI. RECREATION.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Impact Analysis

XVI a-b) No Impact. The proposed project would not create an increase in demand for parks and other recreational facilities.

XVII. TRANSPORTATION.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Conflict with a program, plan, ordinance, or policy addressing the circulation system, including transit, roadway, bicycle, and pedestrian facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict or be inconsistent with CEQA Guidelines section 15064.3, subdivision (b)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Result in inadequate emergency access?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Impact Analysis

XVII a) No Impact. The proposed project would have no impact on any local or regional policies or plans related to transit, roadway, bicycle, and pedestrian facilities. Implementation of the proposed project would not result in additional long-term airport traffic or physical improvements and other changes to

the existing circulation system. The water would be used for the airport’s current rental car operations and to offset water use for the new commercial passenger terminal.

XVII b) Less Than Significant Impact. The proposed project would not conflict with CEQA Guidelines section 15064.3, subdivision (b) regarding impacts on vehicle miles traveled (VMT). The City of Monterey’s *Resolution No. 21-027 C.S.* states that projects are “presumed to cause a less-than-significant impact if the project generates less than 110 trips per day.” The proposed project would neither generate 110 trips per day during construction phases of the project nor in the long term.

XVII c-d) No Impact. No impacts to design features or emergency uses of local roadways would occur.

XVIII. TRIBAL CULTURAL RESOURCES.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:				
i) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k), or	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ii) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code section 5024.1. In applying the criteria set forth in section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Impact Analysis

XVIII a.i) No Impact. There are no historic resources listed or eligible for listing within the footprint of the proposed project.

XVIII a.ii) Less than Significant Impact. Native American tribes who have requested to be notified of projects at the airport were notified of the proposed project pursuant to PRC section 21080.3.1 via certified mail (postmarked June 13, 2023). At the end of the 30-day response time (July 14, 2023), no requests for consultation were received by MPAD. No tribal resources are known to be present within the project disturbance areas, and avoidance/minimization measures previously stated under V. Cultural Resources (CUL-1 through CUL-3) will be followed if unanticipated discoveries are found during construction.

XIX. UTILITIES AND SERVICE SYSTEMS.

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Require or result in the relocation or construction of new or expanded water, wastewater treatment or storm water drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Have sufficient water supplies available to serve the project and reasonably foreseeable future development during normal, dry, and multiple dry years?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Generate solid waste in excess of state or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e) Comply with federal, state, and local management and reduction statutes and regulations related to solid waste?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Impact Analysis

XIX a) Less Than Significant with Mitigation Incorporated. The proposed project is the construction of two new waterlines and ancillary structures and electric improvements to power the water infrastructure. Mitigation measures will be implemented to ensure that construction of the proposed project would not result in any significant environmental effects on the surrounding environment. See Section IV, Biological Resources and Section V, Cultural Resources.

XIX b) Less Than Significant Impact. The waterlines would obtain water from airport-installed replacement wells. Based upon two well reports conducted for these wells, the well source capacity is more than adequate for a Non-Transient, Non-Community Water System (NTNCWS) on airport property.

The reports further conclude that there will be a less than significant impact on Sensitive Environmental Receptors (SERs)⁷ and neighboring wells/springs/creeks that share the same water source (Bierman Hydrogeologic 2023a, 2023b).

XIX c) No Impact. The proposed project would not result in wastewater or wastewater treatment.

XIX d-e) Less Than Significant Impact. No long-term generation of solid waste would occur as a result of the proposed project. During the construction phase, minimal solid waste would be generated as a result of the proposed waterline trenches, the sending and receiving pits needed for the HDD, and grading for concrete pads under proposed tanks and other ancillary structures. However, most of the soil removal that would occur due to the proposed waterlines would be replaced in the trenches and receiving pits.

Usable fill material generated by the project would be deposited on the north side of the airport in an existing stockpile area. Other solid waste disposal for the Monterey area is managed by the Monterey Regional Waste Management District and disposed of at the Monterey Peninsula Landfill. It is estimated by the project engineer that this would be a maximum of 50 cy. The Monterey Peninsula Landfill accepts approximately 600,000 tons of municipal solid waste annually and has space for an additional 100 years of waste disposal (ReGen Monterey website); thus, the proposed project solid waste would not adversely impact the landfill.

XX. WILDFIRE.

If located in or near state responsibility areas or lands classified as very high fire hazard severity zones, would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Substantially impair an adopted emergency response plan or emergency evacuation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Due to slope, prevailing winds, and other factors, exacerbate wildfire risks, and thereby expose project occupants to pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines, or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

⁷ SERs include the following areas or locations: (1) the Carmel Valley Alluvial Aquifer as classified by the State Water Resources Control Board (SWRCB) in Order 95-10 as modified by Order 98-04; (2) the five tributaries: Tularcitos, Hitchcock Canyon, Garzas, Robinson Canyon, and Potrero Creeks; (3) Seaside Groundwater Basin; (4) Pacific Ocean; or (5) other locations as designated by Resolution of the Monterey Peninsula Water Management District (MPWMD) Board of Directors.

Impact Analysis

XX a-d) No Impact. The proposed project is not located within a FHSZ, nor would it impair an adopted emergency response plan or emergency evacuation plan. The installation and ongoing maintenance of the two waterlines and ancillary infrastructure would not exacerbate fire risk or adversely impact the surrounding environment. In addition, the proposed project would not expose people or structures to significant risks (i.e., flooding or landslides) due to post-fire instability or drainage changes.

The proposed project would provide the airport with an additional source of water, if needed, in the event of a wildfire or brush fire on the airport.

XXI. MANDATORY FINDINGS OF SIGNIFICANCE.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Does the project have the potential to substantially degrade the quality of the environment, substantially reduce the habitat for a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, substantially reduce the number or restrict the range of a rare or endangered plant or animal, or eliminate important examples of the major periods of California history or prehistory?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Does the project have impacts that are individually limited, but cumulatively considerable? (“Cumulatively considerable” means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Impact Analysis

XXI a) Less Than Significant with Mitigation Incorporated. The proposed project could have potential impacts to sensitive biological resources as discussed in Section IV of this Initial Study. Mitigation measures will be implemented to reduce these impacts below a level of significance. Similarly, mitigation measures are included to reduce the potential for impacts to cultural resources within previously undisturbed portions of the project site to below a level of significance (Section V).

XXI b) Less Than Significant Impact. Potential impacts that could be individually limited but cumulatively considerable are less than significant. This includes project-related air emissions and GHGs, which would be generated primarily during construction. The proposed project will not exceed thresholds for cumulatively significant impacts (Sections III and VIII).

XXI c) Less Than Significant Impact. The proposed project is a waterline improvement project that would provide the airport with a source of “grey” water for its rental car wash and landscaping for a new terminal. In the long term, it may also provide the new terminal with a source of potable water. No substantial adverse effects on human beings, either directly or indirectly, would result.

LIST OF PREPARERS & REFERENCES

Persons responsible for preparation of this Initial Study document and significant supporting background analysis and materials are listed below.

NAME	EXPERTISE	PROFESSIONAL EXPERIENCE
Coffman Associates		
Alyson Hulet	Land Use Planning; Environmental Analysis and Documentation	B.S., Urban Planning, with an emphasis in Sustainable Development; B.A., Sustainability.
Judi Krauss, ACIP	Project Management; Land Use Planning; Environmental Analysis and Documentation	
SWCA Environmental Consultants		
Travis Belt	Senior Biologist/Project Manager	B.S., Forestry and Natural Resources. 15 years of experience in biological resources management, special-status species surveys, <i>Endangered Species Act</i> compliance, wetland delineations, and environmental documentation.

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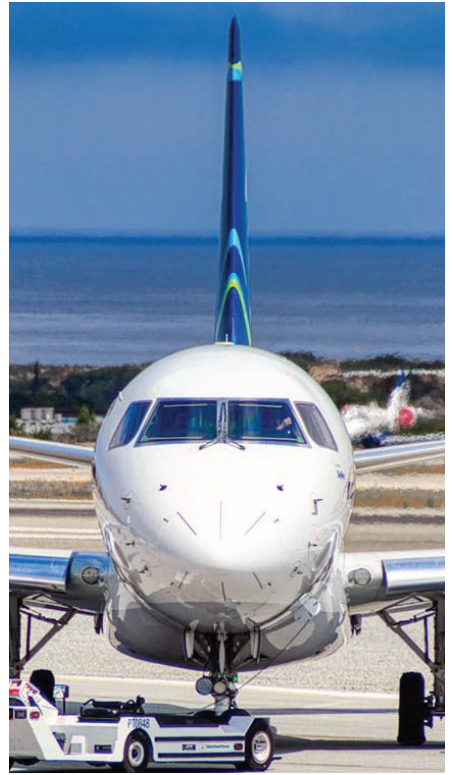
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Appendix A
BIOLOGICAL RESOURCES
TECHNICAL MEMORANDUM





ENVIRONMENTAL CONSULTANTS

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June 14, 2023

Judi Krauss
Coffman Associates
4835 East Cactus Road, Suite 235
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Re: Biological Resources Technical Memorandum for Monterey Regional Airport Well Water Line Improvements Project – Phases 1 and 2, Monterey, Monterey County, California / SWCA Project No. 80584

Dear Judi Krauss:

Thank you for retaining SWCA Environmental Consultants (SWCA) to evaluate the proposed Monterey Regional Airport Well Water Line Improvements Project (project). The intent of this technical memo is to provide Coffman Associates with the results of botanical and wildlife surveys conducted in the proposed project areas, evaluate the project for potential impacts to sensitive natural resources, and provide avoidance, minimization, and/or mitigation measures to address the potential impacts, per the California Environmental Quality Act (CEQA).

PROJECT DESCRIPTION

The proposed project includes the installation of two water lines and ancillary infrastructure connected to previously installed water wells on Monterey Regional Airport (Airport) property in Monterey, Monterey County, California. Electricity for the proposed project would be provided through new connections to existing electrical hook-ups using horizontal directional drilling (HDD) methods to place the new electrical lines underground.

2801 Monterey-Salinas Highway Water Line

The first phase of the project would bring water from an existing well just north of buildings located at 2801 Monterey-Salinas Highway to the rental car wash west of the commercial terminal. Most of the alignment would follow existing roads or cross the overflow parking lot or pavement around two hangars. Adjacent to the well, two 10,000-gallon water tanks and a booster pump station would be installed on a 2,900-square-foot reinforced concrete pad surrounded by a 6-foot-high chain-link fence topped by three strands of barbed wire and equipped with a wildlife deterrent fence skirt. Access to this area would be through a secured pedestrian gate. The height of the water tanks would be 12 feet. The concrete pad would be 6 inches thick of heavy-duty concrete and 4 inches thick of aggregate base over 20 inches deep of recompacted soil.

The well water would first be passed through a chemical dosing feed and a green sand media filter before entering the water storage tank. The water would then go through a booster pump station equipped with a bladder tank and be conveyed west through 4-inch or 6-inch-diameter high-density polyethylene (HDPE) pipes.

Overall, 2,896 linear feet of pipe would be installed. Trenches would range from 3 to 14 feet wide, while the pavement saw cuts would be 8 inches wider than the trenches. The water line would be placed roughly 54 inches below ground surface on a minimum of 6 inches of bedding material.

HDD would be used for segments of the pipe that would be within vegetated areas, would go underneath two existing hangars to be protected in place, or would go across the slope and existing retaining wall at the west end of the commercial terminal building's front parking lot.

2999 Monterey-Salinas Highway Water Line

The second phase of the project would bring water from an existing well near a storage shed above and north of Tarpy's Roadhouse Restaurant at 2999 Monterey-Salinas Highway. The water line would continue west to an existing irrigation line present at the junction of the east vehicle service road and the Taxiway A pavement near the approach end of Runway 28L. This water line would be 1,915 linear feet long and 4 inches diameter and would also be comprised of HDPE pipe.

For the first 75 linear feet, the water line would be installed using HDD to minimize the need for trenching and backfilling. This area of the water line alignment is vegetated and crosses under an existing retaining wall and rock-lined drainage swale along the southeastern side of the airport's east vehicle service road.

Once the water line reaches the east vehicle service road, the line would follow the edge of the rock swale or be located within the pavement. Trenches would range from 3 to 7 feet wide, while the pavement saw cuts would be 8 inches wider than the trenches. The water line would be placed roughly 54 inches below ground surface on a minimum of 6 inches of bedding material.

A hydro-pneumatic water tank would be installed on an 11 × 20-foot reinforced concrete pad part way up the hill. The tank would allow the pressure to be adjusted as the water is conveyed up the steep slope to the plateau. The concrete pad would be 6 inches thick of heavy-duty concrete and 4 inches thick of aggregate base over 20 inches deep of recompacted soil.

METHODS

Prior to conducting a site visit, SWCA reviewed the California Natural Diversity Data Base (CNDDDB) RareFind 5 (CNDDDB 2023), administered by the California Department of Fish and Wildlife (CDFW), and a Trust Resources Report from the U.S. Fish and Wildlife Service (USFWS) Information for Planning and Consultation (IPaC) database (USFWS 2023). SWCA also reviewed several environmental documents prepared for other projects on the airport property.

SWCA biologist Travis Belt conducted botanical and wildlife surveys in the project areas on February 28, March 28, and May 15, 2023. The biological surveys were conducted during the appropriate period to detect special-status plant species that have potential to occur in the project areas. To verify the blooming status of Monterey spineflower (*Chorizanthe pungens* var. *pungens*), Yadon's piperia (*Piperia yadonii*), and seaside bird's beak (*Cordylanthus rigidus* ssp. *littoralis*) in the vicinity of the study areas, T. Belt visited known populations of these species prior to each survey event. The seaside bird's beak and Monterey spineflower reference populations were visible and identifiable during the March and May survey events, and the Yadon's piperia was visible and identifiable during each survey.

SWCA mapped biological resources with a Geode® Global Positioning System (GPS) unit capable of sub-meter accuracy. In addition to the surveys conducted for this project, SWCA has conducted numerous other biological surveys on the airport property since February 2009. The knowledge and data obtained in

the previous survey efforts have been applied in this report. When necessary, the surveyors referred to *The Jepson Manual: Vascular Plants of California* (Baldwin et al. 2012) and *The Plants of Monterey County* (Matthews and Mitchell 2015) to identify plant species. Classification and mapping of the vegetative communities in the Biological Study Area (BSA) was conducted in accordance with *A Manual of California Vegetation* (Sawyer et al. 2009).

RESULTS

2801 Monterey-Salinas Highway Water Line

The proposed 2801 Monterey-Salinas Highway Water Line and associated infrastructure includes the existing well head improvements, a staging area and access path, electrical infrastructure, and the water line. These project components are discussed in detail below.

Existing Well Head Improvements

The 2801 Monterey-Salinas Highway Water Line would be connected to an existing well head on the Fenton & Keller property. The well head and proposed improvements are situated among disturbed Monterey pine forest (*Pinus radiata* Forest Alliance) with an understory of sparse sandmat manzanita chaparral (*Arctostaphylos pumila* Provisional Shrubland Alliance). The immediate location of the well head and associated improvements avoids impacts to special-status species. However, a small population of seaside bird's beak (approximately 65 individuals) is located 108 linear feet southwest of the well head, two Yadon's piperia are located 93 linear feet from the well head, and several coast live oak (*Quercus agrifolia*) trees and sandmat manzanita (*Arctostaphylos pumila*) shrubs are located within 50 feet of the well head. The proposed well head improvements have been designed to avoid the seaside bird's beak, Yadon's piperia, sandmat manzanita shrubs, and coast live oak trees.

The existing well head improvements area would be accessed via an existing unimproved pathway that was created when the well head was installed. The unimproved pathway traverses through the Monterey pine (*Pinus radiata*) forest area and connects to an asphalt access road located just east of the existing Fenton & Keller buildings. Although numerous Monterey pine, coast live oak, and sandmat manzanita shrubs are adjacent to the unimproved pathway, use of the pathway would not impact these resources.

Staging Area and Access Road

The proposed staging area would be located on existing asphalt situated immediately east of an existing building and accessed via an asphalt road. Numerous occurrences of sandmat manzanita and seaside bird's beak are located immediately adjacent to the asphalt access road. Use of the existing asphalt at the staging area and the access road have been designed to avoid impacts to these special-status plant species. However, the proximity of these occurrences to the work areas warrants inclusion of protective fencing during construction to exclude inadvertent impacts to the rare plants.

Electrical from Existing Panel to Existing Well Head

Electrical for the water system would be supplied through an existing electrical panel that is at the southeast corner of the Fenton & Keller building and adjacent to the asphalt road that accesses the staging area. The proposed electrical would traverse north from the panel; under the asphalt access road and Monterey pine, coast live oak, and sandmat manzanita occurrences; and to the well head. To avoid impacts to the special-status resources in the area, the underground electrical lines would be installed using HDD trenchless methods. Three HDD sending/receiving pits would be required between the panel

and the well head improvements. The sending/receiving pits have been located to avoid impacts to sandmat manzanita and seaside bird's beak occurrences in the area.

Electrical and Water Lines from Existing Well Head to Rental Car Parking Area

The electrical and water lines would align north from the well head to the existing airport perimeter fence. In this segment, the electrical and water lines would be parallel but separated from each other. The electrical line would be installed using HDD, whereas the water line would be installed through open trench methods. Spoils from the water line trench would be temporarily situated adjacent to the trench and used to backfill the trench once the water line is installed. A sending/receiving pit for the electrical line would be excavated at the well head, as discussed above. Installation of the electrical and water lines between the well head and the airport perimeter fence would disturb approximately 1,500 square feet of native soils but has been designed to avoid special-status resources in the area.

The segments of the electrical and water lines inside the perimeter fence will be installed in an existing unimproved airport perimeter road, which is approximately 16 feet wide and bordered by special-status plant species. The southern edge of the perimeter road borders a narrow strip of undeveloped soil between the edge of the perimeter road and the perimeter fence; 147 Yadon's piperia individuals are situated in this narrow strip of land. The northern edge of the undeveloped perimeter road borders a narrow strip of Monterey pine forest with sandmat manzanita chaparral in the understory. Approximately 50 sandmat manzanita shrubs occur adjacent to the proposed water and electrical line alignments. Due to the narrow (tight) work area being bordered by special-status plant species, the water and electrical lines in this segment would be installed using HDD trenchless methods. These methods would serve to avoid impacts to the adjacent special-status plant occurrences. However, the proximity of these occurrences to the work areas warrants inclusion of protective fencing during construction to exclude inadvertent impacts to the rare plants.

The segment of the water and electrical lines that aligns west from the existing hangars to the rental car parking lot at the terminal is entirely within developed areas. The developed areas do not support special-status plant species.

2999 Monterey-Salinas Highway Water Line

The 2999 Monterey-Salinas Highway Water Line alignment would largely be in disturbed or developed areas. The existing well site and proposed tank site would be located on the graded but unimproved pad of an existing landscape materials storage area and outbuilding. The pad is situated among Monterey cypress - Monterey pine Woodland stand (*Hesperocyparis macrocarpa* - *Pinus radiata* Forest & Woodland Semi-Natural Alliance). This woodland community includes planted and/or naturalized Monterey cypress (*Hesperocyparis macrocarpa*), Monterey pine, and Italian stone pine (*Pinus pinea*) trees in the canopy with native coast live oak in the sub canopy. Since the Monterey cypress are planted or naturalized and not associated with the Pebble Beach or Point Lobos stands, the woodland area in the project site does not constitute a rare or sensitive resource. Other special-status plants were not observed at the well and tank sites.

The water line would be installed using HDD from the well site, under the retaining walls and into the existing Vehicle Service Road (VSR), through open trench methods. The open trench methods would be conducted in a portion of the VSR that runs through Conservation Area 3, which was established for mitigation during the Runway Safety Area Improvement Project (RSA Project) and includes Monterey pine, coast live oak, and sandmat manzanita plantings. One Monterey pine, five coast live oak, and 34 sandmat manzanita plantings are located immediately adjacent to the edge of the VSR asphalt. The VSR is approximately 16 feet wide, which is wide enough for the excavator but may not be wide enough for

stockpiling trench spoils adjacent to the trench or a dump truck to haul the spoils to temporary staging. As a result, there is potential for the trenching in the VSR to impact up to one Monterey pine, five coast live oak, and 34 sandmat manzanita plantings.

The proposed electrical line would be installed using HDD trenchless methods. The electrical line alignment would run under (subterranean) the Conservation Area 3 oak woodland planting areas. The HDD method will require a sending pit and a receiving pit to be excavated in the areas planted with coast live oak trees. The sending and receiving pit excavations have the potential to impact three coast live oak trees.

The hydro-pneumatic water tank that would be installed on an 11 × 20-foot reinforced concrete pad at Station 15+60 would be installed in an existing VSR turnout that does not support any special-status species. The turnout is comprised of a mix of fill soils and supports annual ruderal vegetation.

IMPACTS EVALUATION AND RECOMMENDED AVOIDANCE, MINIMIZATION, AND MITIGATION MEASURES

This impact evaluation focuses on identifying potential impacts associated with implementation of the proposed project and is based on the site's existing conditions, the regulatory setting, and the project description provided by the Airport consultant team. The emphasis is on determining the potential effects of the project on federally, state-, and locally regulated species in the project areas. Adverse impacts could occur if a component of the proposed project would result in temporary or permanent modification to jurisdictional habitats or to special-status species. Where potential impacts to biological resources have been identified, measures for avoiding, minimizing, or mitigating adverse effects to the resources are recommended. This section is organized to reflect the State CEQA Guidelines Appendix G thresholds.

Threshold #1: Candidate, Sensitive, or Special-Status Species

The proposed project would be implemented in and among developed and undeveloped areas. The developed portions of the project area support landscape trees and shrubs and ruderal vegetation. The undeveloped areas support communities dominated by native trees and shrubs. The habitats occurring in the proposed project areas provide suitable nesting habitat for birds. Common passerines may use the trees and shrubs for nesting, and raptors may use the oak and pine trees for nesting. These available nesting habitats could be impacted by project activities such as tree removal and minor grading. If these activities are conducted between March and September, birds may be nesting within or adjacent to the affected area(s) and the individuals could be directly or indirectly impacted. Direct impacts may include loss of active nests during vegetation removal. Noise or other disturbances may cause an individual to abandon a nest resulting in an indirect impact. Measure BIO-1 is recommended to avoid the potential impacts to nesting birds.

BIO-1: To the maximum extent possible, initial vegetation-clearing activities in the project areas should be conducted between October and February, which is outside of the typical bird breeding season. If the project schedule does not provide for late season vegetation removal, a nesting bird survey will be conducted by a qualified biologist no more than 1 week prior to the land clearing to determine presence/absence of nesting birds within the vegetated area. If active nests are observed, work activities will be avoided within 100 feet of the active nest(s) until young birds have fledged and left the nest. The nests shall be monitored weekly by a biologist having experience with nesting birds to determine when the nest(s) become inactive. The buffer may be reduced but not eliminated during active nesting if deemed appropriate by the biologist. Readily visible exclusion zones will be established in areas where nests must be avoided. The Monterey Regional Airport and appropriate regulatory agency will be contacted

if any federally or state-listed bird species are observed during surveys. Nests, eggs, or young of birds covered by the Migratory Bird Treaty Act and/or California Fish and Game Code will not be moved or disturbed until the young have fledged.

The proposed project would be constructed near special-status plants (Yadon's piperia, seaside bird's beak, and sandmat manzanita). The project design team has made significant efforts to avoid direct impacts to these resources. However, achieving avoidance of the resources will require direct coordination with the contractors in the field during project implementation. Measures BIO-2 through BIO-4 are provided to facilitate avoidance of the resources.

- BIO-2 Prior to ground disturbance, the Monterey Regional Airport shall retain an environmental monitor for all measures requiring environmental mitigation to ensure compliance with the avoidance, minimization, and/or mitigation measures. The monitor shall be responsible for:
1. ensuring that procedures for verifying compliance with environmental mitigations are implemented;
 2. establishing lines of communication and reporting methods;
 3. conducting compliance reporting;
 4. conducting construction crew training regarding environmentally sensitive areas;
 5. maintaining authority to stop work; and
 6. outlining actions to be taken in the event of non-compliance.

Monitoring shall be conducted full time during the initial disturbance phases of the project and at least weekly following completion of the initial disturbances.

The environmental monitor shall prepare a final report upon completion of the project that identifies the methods and results of the monitoring, provides daily monitoring reports, quantifies any impacts to sandmat manzanita, and if necessary, provides the required mitigation quantities for mitigating any sandmat manzanita impacts (see BIO-5).

- BIO-3 Prior to the commencement of site disturbances, the environmental monitor shall conduct an environmental awareness training for construction personnel. The environmental awareness training shall include discussions of the special-status species that occur in the project area. Topics of discussion shall include descriptions of the species' habitats, general provisions and protections afforded by the federal Endangered Species Act and California Environmental Quality Act, measures implemented to protect special-status species, review of the project boundaries and special conditions, the monitor's role in project activities, lines of communication, and procedures to be implemented in the event a special-status species is observed in the work area.

- BIO-4 The project plans shall clearly show the location of project delineation fencing that excludes adjacent special-status resources from disturbance. The fencing shall consist of highly visible construction fence supported by steel T-stakes that are driven into the soil. The monitoring biologist shall field-fit the placement of the project delineation fencing to minimize impacts to adjacent sensitive resources. Installation of the fencing or any other project activities shall not have any impact on the known Yadon's piperia or Seaside bird's beak occurrences that are adjacent to the project areas.

The project delineation fencing shall remain in place and functional throughout the duration of the project and no work activities shall occur outside the delineated work areas. The plans

shall clearly show all staging areas, which shall be located within currently disturbed areas and outside the adjacent habitat areas.

Although the Yadon's piperia and seaside bird's beak can be avoided during project implementation, there is some potential that the Monterey pine, coast live oak, and/or sandmat manzanita located in Conservation Area 3 will be impacted during the trenching for the water line. The Monterey pine, coast live oak, and sandmat manzanita shrubs were planted to mitigate impacts to the species that occurred during the RSA Project development. Measure BIO-5 is provided to ensure impacts to the mitigation plantings are mitigated.

BIO-5 Prior to the commencement of site disturbance, the environmental monitor shall coordinate with the project contractors to facilitate the avoidance of Monterey pine, coast live oak, and sandmat manzanita plantings to the maximum extent possible. Such coordination will include assisting the contractors in identifying the plantings and recommending work areas that avoid the occurrences. The contractors shall make all reasonable efforts to avoid the plantings. Once the plantings that can be avoided are identified, the contractors in coordination with the environmental monitor shall install construction delineation fencing that protects the plantings to be avoided from accidental disturbance. In some cases, avoidance will not be feasible and mitigation for each manzanita plant removed shall be at a 2:1 ratio and mitigation for each coast live oak and Monterey pine planting removed shall be at a 1:1 ratio. The environmental monitor shall document the exact number of Monterey pine, coast live oak, and sandmat manzanita plantings that are removed and establish the final planting replacement mitigation quantities.

It is estimated that the project could require the removal of up to one Monterey pine, five coast live oak, and 34 sandmat manzanita plantings. To mitigate this impact, the Monterey Regional Airport (Airport) shall replace the coast live oak and Monterey pine plantings at a 1:1 ratio and replant two 1-gallon sandmat manzanita container plants for each one sandmat manzanita shrub that is removed for the project. The Airport shall plant the replacement coast live oak and Monterey pine trees in Conservation Area 3. Replacing the plantings in this location will serve to maintain the aesthetic quality of the conservation area, as viewed from Highway 68. The Airport shall plant the replacement sandmat manzanita plants in Conservation Area 4 on the north side of the Airport property. Conservation Area 4 is currently being managed for the restoration and enhancement of maritime chaparral and sandmat manzanita, and an active irrigation system and maintenance program is in place. The replacement plantings will be maintained and monitored by the Airport to ensure their survival.

If the monitor and the contractors are successful at avoiding all of the mitigation plantings in Conservation Area 3, the Airport will not replace or mitigate for plants that were not impacted.

Threshold #2: Riparian Habitat or Sensitive Natural Community

The proposed project areas do not support riparian habitats; however, the proposed project will be conducted in developed areas, Monterey pine forest with an understory of sparse sandmat manzanita chaparral, and coast live oak woodland. The CDFW considers the communities to be Sensitive Natural Communities. The CDFW maintains a list of Sensitive Natural Communities that are evaluated using the NatureServe Heritage Methodology to assign Global and State rankings to the communities (NatureServe 2018). Natural Communities with State Ranks of "S1" through "S3" are considered Sensitive Natural Communities to be addressed in the environmental review processes of CEQA and its equivalents. The

Global and State ranking system does not imply that specific actions are required in review of projects that may impact the community; however, regulatory agencies may request that impacts to these communities be addressed in environmental documents.

Monterey pine forest and sandmat manzanita chaparral have “G1” Global Ranks and “S1” State Ranks, which indicate that these communities are “critically imperiled.” Coast live oak woodland has a “G4” Global Rank and an “S4” State Rank, which indicate that coast live oak woodland is “apparently secure” in its range (Nature Serve 2018).

The proposed project will be conducted in the Monterey pine forest and sandmat manzanita chaparral habitat areas. However, the project has been designed to avoid removing the associate vegetation that comprises these communities. Avoiding direct removal of the vegetation that comprises the communities serves to avoid significant impacts to the sensitive natural community. In addition, permanent conversion of the sensitive natural communities to developed areas is not expected. The only permanent conversion of native soil in the project area will result from the development of the proposed 2801 Monterey-Salinas Highway well head development site, which will convert approximately 2,900 square feet of native soil to developed area. This conversion will not remove sensitive natural community associate plant species or hinder the ongoing existence of the adjacent community. Therefore, a significant impact to the communities will not occur and compensatory mitigation is not warranted.

Oak woodlands are also considered under Senate Bill (SB) 1334 and associated California Public Resources Code (PRC) Section 21083.4, which maintains that the potential conversion of oak woodland is subject to CEQA and is to be mitigated. The proposed electrical line for the 2999 Monterey-Salinas Highway Water Line will be installed in coast live oak woodland using HDD trenchless methods. Implementation of the HDD methods serves to avoid conversion of the coast live oak woodlands. Therefore, a significant impact to the community will not occur and compensatory mitigation is not warranted.

Threshold #3: Wetlands

The proposed project areas do not contain jurisdictional wetlands or other waters; therefore, impacts to jurisdictional wetlands or other waters are not expected.

Threshold #4: Movement of Resident or Migratory Species

The airport property is fenced per Federal Aviation Administration (FAA) safety requirements. Portions of the airport property that are not included in the existing perimeter fence are bordered by existing development. The existing perimeter fence and development in the area limits the use of the airport property as a migratory route for resident wildlife species. However, common wildlife species such as California mule deer (*Odocoileus hemionus californicus*) and coyote (*Canis latrans*) use the undeveloped portions of the airport property for foraging and shelter. Although the proposed project components may reduce the available foraging and shelter area for resident deer and coyote, implementation of the project components is not expected to significantly disrupt a migratory corridor.

Threshold #5: Local Policies or Ordinances Regarding Biological Resources

The eastern segment of the proposed 2801 Monterey-Salinas Highway Water Line well site, tank site, and existing access road are in the jurisdiction of the City of Monterey (City) and subject to Chapter 37, Preservation of Trees and Shrubs, of the City Code—specifically, Section 37-2.5, Protection of Trees During Construction; Section 37-8, Removal or Damaging Trees on Private Property; Permit Required;

and Section 37-11, Conditions of Removal/Mitigation Measures. The following is a discussion of the potential impacts to trees of various species in relation to the City Code.

In addition to impacts to trees, the proposed project components that are in the City jurisdiction will be conducted adjacent to vegetation types identified for protection in the *City of Monterey General Plan Conservation Element* goals and policies (City of Monterey 2019). The goals and policies listed below are pertinent to the 2801 Monterey-Salinas Highway Water Line well site, tank site, and existing access road.

Goal d. Protect the character and composition of existing native vegetative communities. Conserve, manage, and restore habitats for endangered species, and protect biological diversity represented by special-status plant and wildlife species.

Policy d.1. Protect existing native plants and promote the use of locally occurring, native vegetation for public and private landscaping and revegetation efforts.

Policy d.2. Discourage the use of plant species on the California Exotic Pest Plant Council lists.

Policy d.3. Protect existing sensitive habitats by careful planning to avoid and/or mitigate significant impacts to habitat areas identified as having high and moderate biological values.

Policy d.4. Protect and manage habitats that support special-status species, are of high biological diversity, or are unusual or regionally restricted. Prepare biotic reports or habitat management plans as needed to ensure protection of habitat values.

Policy d.5. Reduce biotic impacts to a less-than-significant level on project sites by ensuring that mitigation measures identified in biotic reports are incorporated as conditions of approval for development projects. Compliance with the City Tree Ordinance is the mechanism that will be used to address impacts of tree removals. As mitigation for significant impacts, avoidance, replacement, restoration of habitats on- or off-site or other measures may be required.

Policy d.6. Within identified habitat areas with high biological value, the City will provide for a focused evaluation of areas identified as appropriate habitat for special-status species during the project review and approval process.

City Code Chapter 37 and the Conservation Element goals and policies focus on protecting trees and shrubs within the city of Monterey. Trees and shrubs subject to these policies occur in the 2801 Monterey-Salinas Highway Water Line well site, tank site, and existing access road. The proposed project has been designed to avoid impacts to the trees and shrubs. The implementation of measures BIO-1 through BIO-4 will serve to facilitate the avoidance of trees and shrubs in the City jurisdiction. If avoidance of a tree or shrub is not feasible during project implementation, the environmental monitor will document the size (diameter at breast height), species, and quantity of tree(s) or shrub(s) that are removed. The MPAD will mitigate the removed tree(s) or shrub(s) per the City of Monterey policies above. BIO-6 is provided to ensure the removal of any tree(s) or shrub(s) from City jurisdiction is mitigated.

BIO-6 If avoidance of a tree or shrub located within the jurisdiction of the City of Monterey is not feasible during project implementation, the environmental monitor shall document the size (diameter at breast height), species, and quantity of trees or shrubs that are removed. MPAD shall coordinate with the City Forester to mitigate the removed tree(s) or shrub(s) per the applicable City of Monterey policies.

Threshold #6: Conflict with a Habitat Conservation Plan, Natural Community Conservation Plan, or other Conservation Plan

In 2015 the construction of the RSA Project was completed. The Environmental Impact Report (EIR) for the RSA Project identified impacts to sandmat manzanita chaparral, coast live oak woodland, and rare plants that occurred in the affected communities. As part of the mitigation for these impacts, the Airport developed and adopted a Habitat Conservation and Enhancement Plan (HCEP) that established three conservation areas on the eastern part of the airport property. Conservation Area 1 includes 1.2 acres of central maritime chaparral that is dominated by sandmat manzanita, Conservation Area 2 includes 3.0 acres of coast live oak woodland, and Conservation Area 3 includes 1.2 acres of maritime chaparral restoration plantings within the vegetated Engineered Material Arresting System retaining walls and adjacent areas. The Airport designated these areas as open space on the Airport Layout Plan and have been conducting habitat management activities in these areas. The proposed project includes installation of the 2999 Monterey-Salinas Highway water line and electrical conduit in Conservation Area 3. Installation of these project components may result in the removal of up to one Monterey pine, five coast live oak, and 34 sandmat manzanita plantings. If removal of these plantings is required, the removal would conflict with the approved mitigation for the RSA Project. As such, the Airport should replace the affected plantings to maintain compliance with the RSA Project's established mitigation. Measure BIO-5 is recommended to replace the affected portions of the RSA Project mitigation areas.

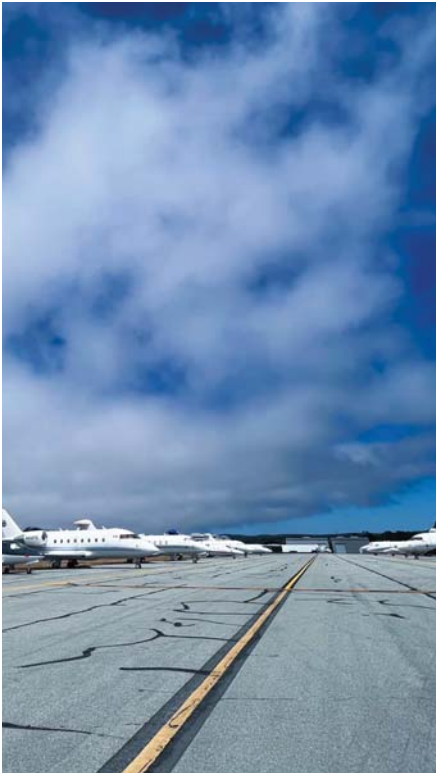
Sincerely,



Travis Belt
Principal Biologist

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Appendix B
COMMENT LETTER FROM
CITY OF MONTEREY





COMMUNITY DEVELOPMENT DEPARTMENT

August 18, 2023

Chris Morello
Monterey Regional Airport
200 Fred Kane Drive #200
Monterey, CA 93940

RE: Monterey Regional Airport – Water Distribution System Lines

Dear Ms. Morello,

The City of Monterey appreciates the opportunity to comment on the Initial Study – Mitigated Negative Declaration for the proposed Water Distribution System Project. We have examined the document and offer the following comments:

1. City of Monterey Required Permits: Item no. 10 referenced on page 9 (PDF page13) of the draft document states “*The City of Monterey would be contacted by the airport for a permit for the proposed waterline improvements at 2801 Monterey-Salinas Highway where they cross the city limits.*” The City would request that the necessary permits be further specified in this section. Upon preliminary review of the project, the required City permits would include, but would not be limited to the following:
 - Building Permits
 - Tree Removal Permit (If project construction would require tree removal)

Please feel free to contact me at lhill@monterey.org or (831) 646-3437 with any questions.

Sincerely,

Levi Hill

Levi Hill, AICP
Planning Manager

Response to Letter from City of Monterey, Community Development Department
(dated August 18, 2023)

Item 10 of the Initial Study has been revised as requested.



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MONTEREY REGIONAL AIRPORT WELL WATERLINE IMPROVEMENTS – PHASE 1 AND PHASE 2
Mitigation, Monitoring, and Reporting Program
(SCH# 2023070338)

The following mitigation, monitoring, and reporting program (MMRP) has been prepared pursuant to Section 15097 of the *California Environmental Quality Act* (CEQA). Section 15097 requires all state and local agencies establish monitoring or reporting programs for projects approved by a public agency whenever approval involves the adoption of either a mitigated Negative Declaration or specified environmental findings related to an Environmental Impact Report.

The following MMRP for the proposed Well Waterline Improvements Project for Monterey Regional Airport describes the mitigation measures identified in the Initial Study, identifies responsible entities for implementing and monitoring the plan, and outlines the mitigation measure timeline. The MMRP is to be used by the airport staff and mitigation monitoring personnel to ensure compliance with mitigation measures during project implementation.

Airport staff will be responsible for the following:

- Onsite, day-to-day monitoring of construction activities.
- Review construction plans and equipment staging/access plans to ensure conformance with adopted mitigation measures.
- Ensure contractor knowledge of and compliance with the MMRP.
- Obtain assistance, as necessary, from technical experts to develop site-specific procedures for implementing the mitigation measures.
- Maintain a log of all significant interactions, violations of permit conditions or mitigation measures, and necessary corrective measures.

MONTEREY REGIONAL AIRPORT WELL WATERLINE IMPROVEMENTS – PHASE 1 AND PHASE 2
Mitigation, Monitoring, and Reporting Program
(SCH# 2023070338)

Potential Impact	Description	Implementing Entity	Monitoring Entity	Implementation Schedule	Date Initiated/ Date Completed
Biological Resources					
Construction-related impacts to nesting birds could occur.	BIO-1: To the maximum extent possible, initial vegetation-clearing activities in the project areas should be conducted between October and February, which is outside of the typical bird breeding season. If the project schedule does not provide for late season vegetation removal, a nesting bird survey will be conducted by a qualified biologist no more than 1 week prior to the land clearing to determine presence/absence of nesting birds within the vegetated area. If active nests are observed, work activities will be avoided within 100 feet of the active nest(s) until young birds have fledged and left the nest. The nests shall be monitored weekly by a biologist having experience with nesting birds to determine when the nest(s) become inactive. The buffer may be reduced but not eliminated during active nesting if deemed appropriate by the biologist. Readily visible exclusion zones will be established in areas where nests must be avoided. The Monterey Regional Airport and appropriate regulatory agency will be contacted if any federally or state-listed bird species are observed during surveys. Nests, eggs, or young birds covered by the <i>Migratory Bird Treaty Act</i> and/or <i>California Fish and Game Code</i> will not be moved or disturbed until the young have fledged.	MPAD	Airport staff	Prior to ground disturbance.	
The project site is located near an environmentally sensitive area that contains sensitive plant species.	BIO-2: Prior to ground disturbance, the Monterey Regional Airport shall retain an environmental monitor for all measures requiring environmental mitigation to ensure compliance with the avoidance, minimization, and/or mitigation measures. The monitor shall be responsible for: <ol style="list-style-type: none"> 1. Ensuring that procedures for verifying compliance with environmental mitigations are implemented; 2. Establishing lines of communication and reporting methods; 3. Conducting compliance reporting; 4. Conducting construction crew training regarding environmentally sensitive areas; 5. Maintaining authority to stop work; and 6. Outlining actions to be taken in the event of non-compliance. 	MPAD	Airport staff	Prior to ground disturbance.	

MONTEREY REGIONAL AIRPORT WELL WATERLINE IMPROVEMENTS – PHASE 1 AND PHASE 2
Mitigation, Monitoring, and Reporting Program
(SCH# 2023070338)

Potential Impact	Description	Implementing Entity	Monitoring Entity	Implementation Schedule	Date Initiated/ Date Completed
Biological Resources (continued)					
	<p>Monitoring shall be conducted full-time during the initial disturbance phases of the project and at least weekly following completion of the initial disturbances.</p> <p>The environmental monitor shall prepare a final report upon completion of the project that identifies the methods and results of the monitoring, provides daily monitoring reports, quantifies any impacts to sandmat manzanita, and if necessary, provides the required mitigation quantities for mitigating any sandmat manzanita impacts (see BIO-5).</p>				
	<p>BIO-3: Prior to the commencement of site disturbances, the environmental monitor shall conduct an environmental awareness training for construction personnel. The environmental awareness training shall include discussions of the special-status species that occur in the project area. Topics of discussion shall include description of the species' habitats, general provisions and protections afforded by the federal <i>Endangered Species Act</i> and <i>California Environmental Quality Act</i>, measures implemented to protect special-status species, review of the project boundaries and special conditions, the monitor's role in project activities, lines of communication, and procedures to be implemented in the event a special-status species is observed in the work area.</p>	MPAD	Airport staff	Prior to ground disturbance.	
	<p>BIO-4: The project plans shall clearly show the location of project delineation fencing that excludes adjacent special-status resources from disturbance. The fencing shall consist of a highly visible construction fence supported by steel T-stakes that are driven into the soil. The monitoring biologist shall field-fit the placement of the project delineation fencing to minimize impacts to adjacent sensitive resources. Installation of the fencing or any other project activities shall not have any impact on the known Yadon's piperia or Seaside bird's beak occurrences that are adjacent to the project areas.</p>	MPAD	Airport staff	Prior to site design approval.	

**MONTEREY REGIONAL AIRPORT WELL WATERLINE IMPROVEMENTS – PHASE 1 AND PHASE 2
Mitigation, Monitoring, and Reporting Program
(SCH# 2023070338)**

Potential Impact	Description	Implementing Entity	Monitoring Entity	Implementation Schedule	Date Initiated/ Date Completed
Biological Resources (continued)					
	<p>The project delineation fencing shall remain in place and functional throughout the duration of the project and no work activities shall occur outside the delineated work areas. The plans shall clearly show all staging areas, which shall be located within currently disturbed areas and outside the adjacent habitat areas.</p>				
	<p>BIO-5: Prior to the commencement of site disturbance, the environmental monitor shall coordinate with the project contractors to facilitate the avoidance of Monterey pine, coast live oak, and sandmat manzanita plantings to the maximum extent possible. Such coordination will include assisting the contractors in identifying the plants and recommending work areas that avoid the occurrences. The contractors shall make all reasonable efforts to avoid the plantings.</p> <p>Once the plantings that can be avoided are identified, the contractors in coordination with the environmental monitor shall install construction delineation fencing that protects the plantings to be avoided from accidental disturbance. In some cases, avoidance will not be feasible and mitigation for each manzanita plant removed shall be at a 2:1 ratio and mitigation for each coast live oak and Monterey pine planting removed shall be at a 1:1 ratio. The environmental monitor shall document the exact number of Monterey pine, coast live oak, and sandmat manzanita plantings that are removed and establish the final planting replacement mitigation quantities.</p> <p>It is estimated that the project could require the removal of up to one Monterey pine, five coast live oak, and 34 sandmat manzanita plantings. To mitigate this impact, the airport shall replace the coast live oak and Monterey pine plantings at a 1:1 ratio and replant two 1-gallon sandmat manzanita container plants for each one sandmat manzanita shrub that is removed for the project. The airport shall plant the replacement coast live oak and Monterey</p>	MPAD	Airport staff	Prior to ground disturbance.	

MONTEREY REGIONAL AIRPORT WELL WATERLINE IMPROVEMENTS – PHASE 1 AND PHASE 2
Mitigation, Monitoring, and Reporting Program
(SCH# 2023070338)

Potential Impact	Description	Implementing Entity	Monitoring Entity	Implementation Schedule	Date Initiated/ Date Completed
Biological Resources (continued)					
	<p>pine trees in Conservation Area 3. Replacing the plants in this location will serve to maintain the aesthetic quality of the conservation area, as viewed from Highway 68. The airport shall plant the replacement sandmat manzanita plants in Conservation Area 4 on the north side of the airport property. Conservation Area 4 is currently being managed for the restoration and enhancement of maritime chaparral and sandmat manzanita, and an active irrigation system and maintenance program is in place. The replacement plants will be monitored by the airport to ensure their survival.</p> <p>If the monitor and the contractors are successful at avoiding all the mitigation plantings in Conservation Area 3, the airport will not replace or mitigate for plants that were not impacted.</p>				
Removal of protected trees or shrubs may be necessary.	<p>BIO-6: If avoidance of a tree or shrub located within the jurisdiction of the City of Monterey is not feasible during project implementation, the environmental monitor shall document the size (diameter at breast height), species, and quantity of trees or shrubs that are removed. MPAD shall coordinate with the City Forester to mitigate the removed tree(s) or shrub(s) per the applicable City of Monterey policies.</p>	MPAD	Airport staff	Prior to ground disturbance.	
Cultural Resources					
The project has the potential to find prehistoric, historic, or cultural resources during ground disturbance.	<p>CUL-1: Prior to project implementation, a qualified archaeologist will: 1) conduct a cultural resource awareness training for all construction personnel, or 2) prepare a training brochure, which will be made part of the construction documents. The training or brochure will cover the following items:</p> <ul style="list-style-type: none"> • Types of prehistoric and historic resources that may be uncovered; • Examples of common prehistoric and historic archaeological artifacts; • Review what makes an archaeological resource significant to archaeologists and Native Americans; and 	MPAD	Airport staff	Prior to project implementation.	

MONTEREY REGIONAL AIRPORT WELL WATERLINE IMPROVEMENTS – PHASE 1 AND PHASE 2
Mitigation, Monitoring, and Reporting Program
(SCH# 2023070338)

Potential Impact	Description	Implementing Entity	Monitoring Entity	Implementation Schedule	Date Initiated/ Date Completed
Cultural Resources (continued)					
	<ul style="list-style-type: none"> Procedures for notifying the airport in case of an unanticipated discovery, including intact human remains (see also CUL-3). 				
	CUL-2: Archaeological monitoring of grading, trenching, and pit excavation in areas where there is potential for undiscovered cultural resources due to the amount of dense vegetation present (i.e., undisturbed area east of the office buildings for the 2801 Monterey-Salinas Highway waterline) will be conducted during ground disturbance activities.	MPAD	Airport staff	During construction activities.	
	CUL-3: MPAD will follow standard protocols for any unanticipated discovery of cultural resources, including human remains. If cultural resources are exposed during the construction of the proposed project, work will stop in the immediate vicinity, and an archaeologist who meets the Secretary of the Interior’s Professional Qualification Standards will be retained to evaluate the find and recommend relevant mitigation measures. If human remains are discovered, MPAD will contact the County Coroner, who will notify the Native American Historic Commission (NAHC) within 25 hours if the remains are determined to be Native American. The NAHC, in turn, will notify a Most Likely Descendant to aid in the determination of the proper handling of the remains.	MPAD	Airport staff	During construction activities, if needed.	

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

Signed this 20th day of September 2023

Mary Ann Leffel, Chair Pro Tem

ATTEST

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

AGENDA ITEM: G-3
DATE: September 20, 2023

TO: Monterey Peninsula Airport District Board of Directors
FROM: Michael La Pier, A.A.E., Executive Director
SUBJ: Resolution No. 1859, A Resolution Authorizing and Amending the Fiscal Year 2024 Salary Schedule, Listing Salary Ranges for the Monterey Peninsula Airport District

BACKGROUND. Pursuant to public law, the Board is required to annually approve the schedule listing salary ranges for District employees. The Fiscal Year 2024 Salary Schedule, listing salary ranges adopted by Resolution No. 1846 on June 21, 2023, is still in effect.

For Fiscal Year (FY) 2024, considering the financial and operational goals and objectives articulated in both the Operating and Capital Budgets, District staff recommended the addition of a Financial Analyst position; to date that position is unfilled.

With the recent retirement of the District's Financial Accountant, District staff recommends:

- (1) Eliminating the Financial Accountant position;
- (2) Changing the title of the Financial Analyst position to Assistant Controller;
- (3) Redefining the duties and responsibilities of the Assistant Controller position to include the key duties and responsibilities of the Financial Accountant position:
 - a. Posts all monthly general journal entries.
 - b. Month-end closing, account analyses and preparation of internal financial statements and analysis.
 - c. Bank reconciliations, electronic transfers and treasury operations.

Attached is the job description for the Assistant Controller position.

The Assistant Controller will report to the Controller and will support the Controller in all accounting responsibilities as well as developing financial, statistical, budgetary, and analytical studies and reports. In addition, the Assistant Controller will create and maintain complex Excel models focused on monthly results, short and long-term planning, and project analysis.

With the redefined Assistant Controller position and the elimination of the Financial Accountant position, the Airport staff will be decreased from the 30 approved full-time staff positions in the FY 2024 budget to 29 full-time staff positions.

The salary range for the Assistant Controller is incorporated in the Amended Fiscal Year 2024 Salary Schedule.

BUDGET EFFECT. The total Compensation, with benefits, for the Financial Analyst position has been budgeted in FY 2024 at \$140,711, and the total compensation, with benefits, for the Financial Account position has been budgeted in FY 2024 at \$108,325. The total Compensation of the proposed Assistant Controller position, at the top end of the Salary Range, with benefits,

will be approximately \$163,855. The annualized budget effect of this Resolution would be to decrease payroll and related benefits by \$85,181.

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

ATTACHMENTS.

Resolution No. 1859
Amended FY 2024 Salary Schedule
Assistant Controller Job Description
Proposed FY 2024 Monterey Regional Airport Organization Chart

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

Signed this 20th day of September 2023

Mary Ann Leffel, Chair Pro Tem

ATTEST

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

**MONTEREY PENINSULA AIRPORT DISTRICT
FISCAL YEAR 2024 SALARY SCHEDULE
Adopted June 21, 2023 by Resolution No. 1846
As Amended September 20, 2023 by Resolution No. 1859**

EFFECTIVE: July 1, 2023

PER CONTRACT

EXECUTIVE DIRECTOR	ANNUAL	202,650
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Position Titles	FY 2024 Salary Ranges	
	Min	Max

DEPUTY EXECUTIVE DIRECTOR	ANNUAL	160,000	185,000
	PER MONTH	13,333	15,417
	PER HOUR	76.92	88.94

CONTROLLER	ANNUAL	118,606	148,090
	PER MONTH	9,884	12,341
	PER HOUR	57.02	71.20

SUPERINTENDENT OF FIELD OPERATIONS	ANNUAL	96,000	110,000
	PER MONTH	8,000	9,167
	PER HOUR	46.15	52.88

ASSISTANT CONTROLLER	ANNUAL	105,000	125,000
	PER MONTH	8,750	10,417
	PER HOUR	50.48	60.10

OPERATIONS MANAGER	ANNUAL	64,952	93,943
	PER MONTH	5,413	7,829
	PER HOUR	31.23	45.16

PROJECT MANAGER	ANNUAL	59,034	93,943
	PER MONTH	4,919	7,829
	PER HOUR	28.38	45.16

ACCOUNTING SPECIALIST	ANNUAL	51,355	77,367
	PER MONTH	4,280	6,447
	PER HOUR	24.69	37.20

SENIOR EXECUTIVE ASSISTANT	ANNUAL	60,345	93,943
	PER MONTH	5,029	7,829
	PER HOUR	29.01	45.16

EXECUTIVE ASSISTANT	ANNUAL	50,681	76,344
	PER MONTH	4,223	6,362
	PER HOUR	24.37	36.70

PROPERTY SPECIALIST	ANNUAL	60,345	93,943
	PER MONTH	5,029	7,829
	PER HOUR	29.01	45.16

SOCIAL MEDIA SPECIALIST	ANNUAL	66,000	84,200
	PER MONTH	5,500	7,017
	PER HOUR	31.73	40.48

MAINTENANCE LEAD WORKER	ANNUAL	53,704	75,867
	PER MONTH	4,475	6,322
	PER HOUR	25.82	36.47

**MONTEREY PENINSULA AIRPORT DISTRICT
FISCAL YEAR 2024 SALARY SCHEDULE
Adopted June 21, 2023 by Resolution No. 1846
As Amended September 20, 2023 by Resolution No. 1859**

EFFECTIVE: July 1, 2023

Position Titles	FY 2024 Salary Ranges		
		Min	Max
MAINTENANCE WORKER	ANNUAL	43,511	63,697
	PER MONTH	3,626	5,308
	PER HOUR	20.92	30.62
CUSTODIAN	ANNUAL	37,208	50,927
	PER MONTH	3,101	4,244
	PER HOUR	17.89	24.48

HOURLY WAGE FOR PART-TIME (NO BENEFITS)

None

NOTE 1: INDICATED SALARY RATES DO NOT INCLUDE PAGER/IMMEDIATE RESPONSE PAY FOR MAINTENANCE/CUSTODIAL POSITIONS.

PAGER PAY: \$200 per week to the individual responsible for pager/immediate response.

NOTE 2: INDICATED SALARY RATES DO NOT INCLUDE AUTOMOBILE ALLOWANCES FOR EXECUTIVE DIRECTOR IN THE AMOUNT OF \$750 PER MONTH.

NOTE 3: INDICATED SALARY RATES DO NOT INCLUDE TECHNOLOGY ALLOWANCE FOR EXECUTIVE DIRECTOR.
TECHNOLOGY ALLOWANCE: \$200 per month to Executive Director.

NOTE 4: INDICATED SALARY RATES DO NOT INCLUDE HEALTH AND WELLNESS ALLOWANCE FOR EXECUTIVE DIRECTOR.
HEALTH AND WELLNESS ALLOWANCE: \$412 per month to Executive Director.

NOTE 5: INDICATED SALARY RATES DO NOT INCLUDE COMPENSATION FOR THE BOARD OF DIRECTORS.
DIRECTOR COMPENSATION: \$127.63 per meeting/day of service; not to exceed \$765.78 per month.



JOB DESCRIPTION

JOB CLASSIFICATION: Assistant Controller
JOB TITLE: Assistant Controller
REPORTS TO: Controller
APPROVED BY: Executive Director

DEPARTMENT: Finance & Administration
EXEMPT: Yes
APPROVED DATE: September 20, 2023
REVISED:

JOB SUMMARY: Under the general direction and supervision of the Controller, performs a variety of highly responsible accounting, financial planning, analysis & reporting work with assignments and procedures indicated in specific terms and deliverables.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Duties may include, but are not limited to:

GENERAL LEDGER, FINANCIAL REPORTING, CAPITAL EXPENDITURES AND TREASURY OPERATIONS

- Assists Controller with month-end closing and preparation of internal monthly financial statements and Staff's Discussion and Analysis.
- Reconciles and prepares analysis of all balance sheet accounts on a monthly basis.
- Posts and maintains monthly log of all general journal entries.
- Reconciles bank accounts, posts electronic debits/credits, bank transfers and treasury operations.
- Monitors and facilitates Draw requests and funding of Capital Projects.

FINANCIAL PLANNING, ANALYSIS & REPORTING

- Assist Controller in developing detailed financial, statistical, budgetary, and analytical studies and reports.
- Maintain complex Excel models focused on monthly results, short and long term planning, and project analysis
- Assist Controller in responding to inquiries from department managers, employees, governmental agencies, contractors, and the public regarding financial matters.
- Collect and compile statistical data and other information for special management reports.
- Prepare data for annual independent audits.
- Assist in preparation of annual budget and serves as budget analyst and liaison for various departments.
- Assist with cost accounting and capital projects and processing of Grant draws.

OTHER

- Investigates, interprets, analyzes, and prepares confidential and routine correspondence and reports on specific projects.
- Serves as back up for other positions and performs other duties as assigned.

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 and independently. Requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE

- Active California CPA License required.
- Bachelors Degree in Accounting or Finance, MBA preferred.
- Three to five years progressively responsible financial planning and analysis experience.
- Public agency and fund accounting experiences preferred; Airport experience is ideal.
- Large construction project/public works experience preferred.
- Sage 100 experience preferred.



GENERAL REQUIREMENTS

Knowledge of existing rules and regulations related to government accounting and auditing processes and requirements; automated financial systems, techniques, and practices related to government applications.

LANGUAGE /COMMUNICATION SKILLS

- Ability to read, analyze, and interpret common employment regulations, business journals, and legal documents.
- Strong interpersonal skills and ability to effectively and tactfully present information to, and communicate with Board members, employees, public groups, regulatory agencies and others.
- Possess exceptional written and verbal communication skills, including accurate grammar and business correspondence knowledge.

MATHEMATICAL/FINANCIAL MODELING

Ability to work with generally accepted accounting principles (GAAP) and acceptable practices of Governmental Accounting Standards Board (GASB), balance sheets, profit/loss statements, and mathematical concepts such as probability and statistical inference. Must have advanced Excel Modeling experience including multi-scenario modeling, pivot tables, V-Lookups, statistical and financial functions.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

- Must possess the ability to make sound independent decisions when circumstances warrant such action.
- Able to multitask and determine and direct priorities of tasks.

ADDITIONAL SKILLS AND ABILITIES:

- Conduct must reflect credit on the Monterey Peninsula Airport District and encourage others to do the same.
- Ability to use equipment and materials in a safe and acceptable manner and follow established safety procedures, use appropriate safeguards, and observe common sense rules of safety in all on-the-job activities.
- Ability to maintain positive relations with all coworkers, the board of directors, other agencies, and members of the public.
- Must be organized, highly creative and analytical, independent and self-motivated, enthusiastic, and dependable.
- Must be even-tempered and able to adjust tasks in accordance with changing deadlines and priorities.
- Able to establish and maintain cooperative working relationships.

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 accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is regularly required to sit.
- The employee is frequently required to walk; use hands to finger, handle, or feel objects, tools, and use a computer/typewriter keyboard; reach with hands and arms; and talk or hear in person and over the telephone.
- The employee is occasionally required to stand stoop, kneel, and crouch.
- The employee must occasionally lift and/or move up to 40 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 physical demands and characteristics described here are representative of those an employee encounters while performing the essential functions in a typical office environment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The employee generally works indoors.
- Sometimes works near moving mechanical parts.
- Occasionally exposed to the risk of electric shock.
- Noise level in the work environment is usually low to moderate. Overhead aircraft noise occurs intermittently throughout the day.
- Occasionally employee is required to work in an indoor archive room, which exposes employee to dust.

SPECIAL REQUIREMENTS:

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

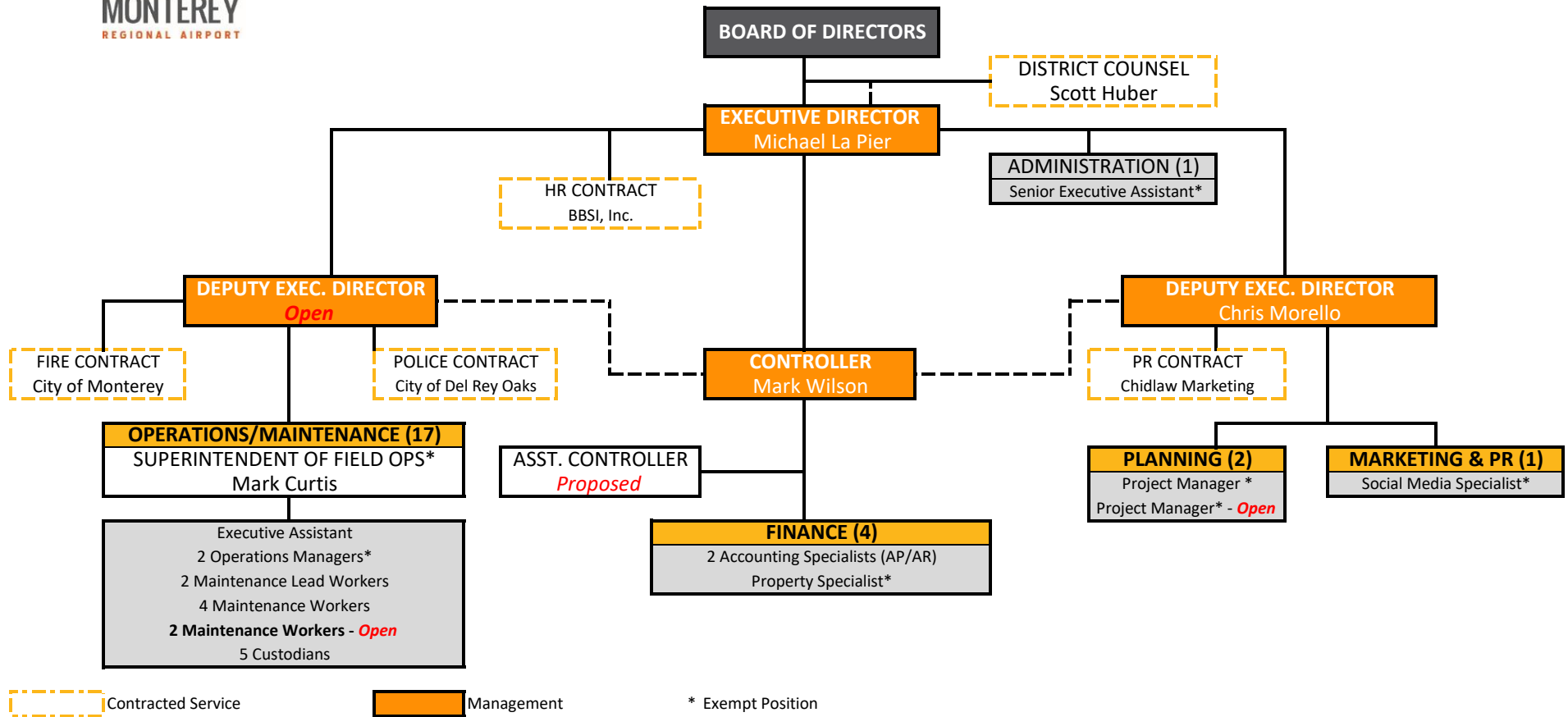
ACKNOWLEDGMENT & RECEIPT

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

ORGANIZATIONAL CHART FY 2024
 Revised September 20, 2023



AGENDA ITEM: G-4
DATE: Sept. 20, 2023

TO: Monterey Peninsula Airport District Board of Directors
FROM: Scott E. Huber, District Counsel
SUBJ: Amendment to Employment Agreement of Michael La Pier

BACKGROUND AND DISCUSSION. Michael La Pier has served as the Executive Director of the Monterey Peninsula Airport District (“District”) since 2015. Following a positive evaluation, the Board of Directors offered La Pier an adjustment to his compensation and an extension of his employment agreement.

The Board offered La Pier a 3% increase in salary and a one-time incentive payment of \$10,000. In addition, the Board agreed to extend the employment agreement by one year. As such, the new termination date of the amended employment agreement is July 31, 2025. Following a positive performance evaluation in or around July 2024, the Board and La Pier shall meet to negotiate a one-year extension to the Agreement. The Board directed District Counsel to prepare this agenda item and amended agreement for consideration at this regular meeting.

The Board will consider the amendment to the employment agreement for the position of Executive Director.

FISCAL IMPACT. Additional 2023-2024 general fund impact of approximately \$16,079.50.

RECOMMENDATION. Approve Second Amendment to Employment Agreement of Michael La Pier

ATTACHMENTS.

Second Amendment to Employment Agreement between Monterey Peninsula Airport District and Michael La Pier, including prior agreement.

**SECOND AMENDMENT TO THE EMPLOYMENT AGREEMENT
BETWEEN MONTEREY PENINSULA AIRPORT DISTRICT AND
MICHAEL LA PIER**

This Amendment dated September 20, 2023, is to the Employment Agreement between the Monterey Peninsula Airport District (“MPAD”) and Michael La Pier (“La Pier”).

A copy of the Employment Agreement is attached as Exhibit “A”.

In consideration of the terms and conditions herein, MPAD and La Pier agree that the employment agreement shall be amended as follows:

1. Section 4 of the Employment Agreement is amended as follows:

La Pier shall receive a 3% increase in salary and shall be paid the amount of \$208,729.50 per year, effective July 1, 2023.

2. Pursuant to Section 5 of the Employment Agreement, the Board authorizes a one-time incentive payment to La Pier in the amount of \$10,000 to be allocated at the direction of La Pier.
3. The Expiration Date of the Agreement, as defined in Paragraph 2, shall be extended to July 31, 2025. On or around the July 2024 and following a positive performance evaluation, La Pier and the District shall enter into negotiations for a one-year extension of this Agreement. Upon mutual agreement of the Parties, the term of this Agreement may be extended.
4. Conflicts between this Second Amendment and the Employment Agreement, including all prior amendments, shall be controlled by this Second Amendment. All other provisions within the Employment Agreement not modified by this Amendment shall remain in full force and effect.

Approved by the Board of Directors of the Monterey Peninsula Airport District at its regular meeting held September 20, 2023.

**MONTEREY PENINSULA
AIRPORT DISTRICT**

MICHAEL LA PIER

Mary Ann Leffel, Chair Pro Tem

Michael La Pier

APPROVED AS TO FORM:

Scott E. Huber, District Counsel

**EMPLOYMENT AGREEMENT BETWEEN
THE MONTEREY PENINSULA AIRPORT DISTRICT AND
MICHAEL LA PIER**

This agreement, is made and entered into on the 18th day of August, 2021, by and between the Monterey Peninsula Airport District ("District"), and Michael La Pier, both of whom understand as follows:

WHEREAS, District desires to extend the employment services of La Pier as its Executive Director; and

WHEREAS, it is the desire of the Board of Directors of the District ("Board"), to provide certain benefits, to establish certain conditions of employment and to set working conditions for La Pier; and

WHEREAS, La Pier desires to continue his employment as the Executive Director of District.

Now therefore, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1. Duties:

District hereby agrees to extend the employment of La Pier as Executive Director of District to perform the functions and duties specified for the position in the job description, as established by the Board, the District's Enabling Act, Ordinance 909 and such other legally permissible and proper duties and functions as the Board shall from time to time assign to him. La Pier shall have the authority to perform the functions of the Executive Director as outlined and authorized by Ordinance 909 and Governance Manual, as currently in effect at the time of execution of this agreement.

Section 2. Term; Termination; Severance Compensation:

- A. La Pier agrees to remain in the exclusive employ of District from August 1, 2021 until July 31, 2024 ("Expiration Date") and neither to accept other employment nor to become employed by any other employer until the expiration date of this agreement, subject to the provisions of Subsection 2. B. On or around the July 2023 and following a positive performance evaluation at or near the end of the second year of this Agreement, La Pier and the District shall enter into negotiations for a two year extension of this Agreement. Upon mutual agreement of the Parties, the term of this Agreement may be extended.
- B. If La Pier resigns his position as Executive Director before the Expiration Date of the initial or any extended term of this agreement, then La Pier shall give District no less than 60 days written notice in advance. In that event, La Pier shall not be entitled to the severance compensation provided for in Section 2. C.
- C. As an "at will" employee serving at the pleasure of the Board, La Pier's appointment may be terminated by the Board for misfeasance, as determined by the Board in its

sole discretion, at any time as outlined in Ordinance 909 and by a four-fifths vote of the Board. In the event that La Pier is terminated by the District before the expiration of the term of this agreement, other than as specified in subsection (D) herein, the District agrees to pay La Pier a lump sum cash payment of six (6) months aggregate salary and continuation of the medical and dental plan in effect at the time of termination for six (6) months, or such other payout as may be mutually agreed upon. In addition, La Pier shall be compensated for all vested accrued leave time, which is currently defined as all accumulated and unused vacation leave.

- D. La Pier may be terminated by the Board at any time for either malfeasance or nonfeasance in office, or for a conviction of a crime. In the event of such removal, the District shall have no obligation to pay the aggregate severance pay referenced above.
- E. Six months prior to expiration of this Agreement, La Pier shall give written notice to District if he wishes to extend this agreement on the same terms and conditions for an additional period of time to be negotiated between the parties. Thereafter the Board shall determine, within 60 days, whether or not it wishes to extend the agreement and shall give written notice to La Pier of its decision. If the Board approves such extension, the parties shall enter into a new, or amended, agreement. If the Board disapproves such extension, this agreement shall terminate on the Expiration Date and La Pier shall not be entitled to any compensation except for any vested accrued leave time.

Section 3. Non-Industrial Injury/Illness:

If La Pier is permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity or health for a period of four successive weeks beyond any accrued leave, District shall have the option to terminate the agreement, subject to the severance pay provisions of Section 2. C.

Section 4. Salary and Compensation:

La Pier shall receive an initial salary of \$193,000 per year.

Based on the criteria outlined in La Pier's prior employment agreement and in recognition of La Pier's positive performance during the prior year, the District will provide La Pier with a one-time incentive payment of \$20,000 to be allocated at the direction of La Pier.

Employee's salary will be reviewed annually and may be adjusted as determined by the District based on his performance, economic conditions, or other factors as may be determined by the District.

Section 5. Performance Evaluation:

- A. The Board shall review and evaluate the performance of La Pier annually after the commencement of this agreement. At least 30 days in advance before each

anniversary date of the commencement of this agreement, and thereafter, the Board shall determine if La Pier will receive any salary increment adjustment for the 12 months after his anniversary date. Upon a positive performance evaluation, the District Board may, but is not required to, provide La Pier with an incentive payment. Such review and evaluation shall be in accordance with specific criteria developed jointly by Board and La Pier. Such criteria may be added to or deleted from, as the Board may from time to time determine, in consultation with La Pier. Further, the Chair shall provide La Pier with a summary written statement of the evaluation of the Board and provide an adequate opportunity for La Pier to discuss the evaluation with the Board.

- B. The Board and La Pier shall define the criteria that they determine necessary for the proper operation of the District and the reasonable attainment of the Board's goals and objectives and shall further establish a relative priority among them. All such goals and objectives shall be reduced to writing. The goals and objectives shall be reasonably attainable within the time and budgetary resources allocated to La Pier to achieve them.

Section 6. Hours of Work:

La Pier shall be employed on a full-time basis and for optimal customer service, should generally perform such work during District's normal business hours. However, it is recognized that La Pier shall be required to devote a great deal of time outside of normal office hours on business of District, and to that end he shall be allowed to establish an appropriate work schedule to meet the requirements of the position.

Section 7. Bereavement Leave:

When compelled to be absent from work by reason of death of an immediate family member or where death appears imminent, La Pier shall be entitled to receive up to three (3) days Bereavement Leave, which shall not be charged against any other leave acquired by La Pier. If La Pier desires such leave, he shall notify, in writing, the Board of the time of absence needed and the expected date of return to work.

The immediate family is defined as spouse; natural, step or legal child; parent; brother; sister; grandparent; grandchild; mother-in-law or father-in-law.

Section 8. Automobile and Technology Allowance:

District shall provide La Pier with an automobile allowance in the amount of \$750 per month to compensate him for the use of his private vehicle for District business. La Pier may not operate a District vehicle off of District Property. If the District requires La Pier to travel outside a 50-mile radius of the Monterey Airport, La Pier is authorized to rent a vehicle at the expense of the District.

District shall provide a technology allowance of \$200 per month to La Pier to compensate him for the use of his private mobile telephone and other technology used to perform his duties. The District, at the request of La Pier, will provide La Pier with a

District issued mobile phone.

Section 9. Vacation and Sick Leave:

La Pier shall accumulate Sick Leave at the rate of 120 hours per year during the term of this Agreement. La Pier shall be permitted to accumulate an unlimited amount of sick leave.

La Pier shall accumulate Vacation Leave at the rate of 160 hours per year during the term of this Agreement. La Pier shall be permitted to accumulate a maximum of 240 hours of Vacation Leave.

Section 10. Medical, Dental, Vision, Insurance and Other Benefits:

Employee and dependent coverage is available from CalPERS at 80% employer cost and 20% employee cost. The District shall pay \$400 per month to La Pier's Health Savings Account and/or Flexible Spending Account, as La Pier's direction. Health Benefits are available on the first day of the month following the date of hire. Dental coverage for employee and dependents is available at the employer's cost. Dental Benefits are available on the first day of the month following two (2) months of continuous employment. Vision coverage for employee is available at employer cost. Vision coverage for dependents is available at the employee's cost. Vision benefits are available on the first day of the month following two (2) months of continuous employment. The District shall provide life insurance to La Pier equal in face value (no cash-value) to one year of La Pier's base salary during the time this Agreement is in effect.

Section 11. Holidays: La Pier is authorized to celebrate the following holidays:

- | | |
|---------------------------|-----------------------------------|
| 1. New Year's Day | 7. Veteran's Day |
| 2. Martin Luther King Day | 8. Thanksgiving Day |
| 3. President's Day | 9. The Day after Thanksgiving Day |
| 4. Memorial Day | 10. The Day before Christmas Day |
| 5. Independence Day | 11. Christmas Day |
| 6. Labor Day | |

Should any other legal holidays be added as approved holidays for employees of the District, La Pier is authorized to celebrate those additional holidays.

Section 12. Retirement:

The District shall pay the employer's required PERS contribution, and La Pier shall pay the employee contribution as set forth in California statute. The District shall provide for optimal conversion of accrued Sick Leave for Service Credit upon retirement, if available, subject to PERS regulations.

Section 13. Deferred Compensation Plan:

The District shall provide a Deferred Compensation Plan. The District shall not be required to make a contribution to any of La Pier's Deferred Compensation Plan.

Section 14. Outside Employment:

During the term of the agreement and any extensions thereof, La Pier shall not accept any outside employment of any kind or character without having first obtained the prior approval of the Board.

Section 15. Dues and Subscriptions:

District agrees to budget for and to pay for professional dues and subscriptions of La Pier necessary for his continuation and full participation in national, regional, state and local associations and organizations as are desirable for his continued professional participation, growth, and advancement, and for the good of the District; provided, however, the amount of such dues and subscriptions shall not exceed the amount appropriated therefore in the annual budget.

Section 16. Professional Development:

- A. District agrees to pay for travel and subsistence expenses of La Pier for professional and official travel, meetings, and occasions adequate to continue the professional development of La Pier and to adequately pursue necessary official functions for District, and such other national, regional, state and local governmental groups and committees thereof which La Pier serves as a member; provided, however, the amount of such travel and subsistence shall not exceed the amount appropriated therefore in the annual budget. La Pier shall not accept a leadership, executive, or other officer position in an aviation related industry or trade group without the advanced consent of the District.
- B. District also agrees to pay for travel and subsistence expenses of La Pier for short courses, institutes and seminars that are necessary for his professional development and for the good of the District; provided, however, the amount of such travel and subsistence shall not exceed the amount appropriated therefore in the annual budget.

Section 17. General Expenses:

District recognizes that certain expenses of a non-personal and generally job-affiliated nature shall be incurred by La Pier, and hereby agrees to reimburse or to pay such general expenses up to an amount not to exceed the amount provided for such purposes in the Executive Directors' portion of the annual District budget. Reimbursements shall be made pursuant to the District's "accountable" plan. The Finance Department is hereby authorized to disburse such monies in accordance with adopted District expense reimbursement policies.

Section 18. Civic Club Membership:

District recognizes the desirability of representation in and before local civic and other organizations, and La Pier is authorized to become a member of such civic clubs or organizations. During the term of the agreement, District, at its sole discretion, may elect to pay some or all of La Pier's civic club membership expenses.

Section 19. Indemnification:

In addition to the requirements of state and local law, District shall defend, save harmless, and indemnify La Pier against any tort, professional liability claim or demand, or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of La Pier's duties as Executive Director, except for any civil action or proceeding brought against La Pier for actual fraud, corruption or actual malice. District, at its sole discretion, shall retain counsel of its choice, and compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon.

Section 20. Bonding:

District shall bear the full cost of any fidelity or other bonds required of La Pier under any law or ordinance.

Section 21. Other Terms and Conditions Employment:

- A. The Board may fix other terms and conditions of employment, as it may determine from time to time relating to the performance of La Pier, following consultations with him, provided such terms and conditions are not inconsistent with or in conflict with the provisions of the agreement, the Ordinances of the District, the District's enabling act or any other law.
- B. It is understood and agreed by District and La Pier that La Pier is an "at will" employee of the District, appointed by the Board, under the provisions of the District's enabling act. As such, La Pier serves at the pleasure of District and is not subject to the provisions of the District's Personnel Rules and Regulations.

Section 22. Notices:

Notices pursuant to the agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

- A. TO DISTRICT: Chair of the Board, Monterey Peninsula Airport District, 200 Fred Kane Dr., Suite 200, Monterey, CA 93940.
- B. TO La Pier: La Pier, at his permanent residence address on record with the District.

Alternatively, notices required pursuant to the agreement may be personally served to the same persons as is applicable to civil judicial practice. Notice shall be deemed given

as of the date of personal service or as of the date of deposit of such written notice in the United States Postal Service.

Section 23. General Provisions:

- A. The text herein shall constitute the entire agreement between the parties.
- B. The agreement shall be binding upon and inure to the benefit of the heirs at law and executors of La Pier.
- C. The agreement shall not be assigned by La Pier or District.
- D. The agreement shall not be modified without the written consent of La Pier and District.
- E. The agreement shall become effective commencing August 1, 2021.
- F. La Pier shall only be entitled to those benefits outlined in this Agreement.
- G. If any provision, or any portion thereof, contained in the agreement is held unconstitutional, invalid or unenforceable, the remainder of the agreement or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

Approved by the Board of Directors of the Monterey Peninsula Airport District at its regular meeting held August 18, 2021.

**MONTEREY PENINSULA
AIRPORT DISTRICT**

MICHAEL LA PIER



Gary Cursio, Chair



Michael La Pier

APPROVED AS TO FORM:



Scott E. Huber, District Counsel

**AMENDMENT TO THE EMPLOYMENT AGREEMENT
BETWEEN MONTEREY PENINSULA AIRPORT DISTRICT AND
MICHAEL LA PIER**

This Amendment dated October 19, 2022, is to the Employment Agreement between the Monterey Peninsula Airport District ("MPAD") and Michael La Pier ("La Pier").

A copy of the Employment Agreement is attached as Exhibit "A".

In consideration of the terms and conditions herein, MPAD and La Pier agree that the employment agreement shall be amended as follows:

1. Section 4 of the Employment Agreement is amended as follows:

La Pier shall receive a 5% increase in salary and shall be paid the amount of \$202,650 per year, effective July 1, 2022.

2. Pursuant to Section 5 of the Employment Agreement, the Board authorizes a one-time incentive payment to La Pier in the amount of \$10,000 to be allocated at the direction of La Pier.

3. Conflicts between this Amendment and the Employment Agreement shall be controlled by this Amendment. All other provisions within the Employment Agreement not modified by this Amendment shall remain in full force and effect.

Approved by the Board of Directors of the Monterey Peninsula Airport District at its regular meeting held October 19, 2022.

**MONTEREY PENINSULA
AIRPORT DISTRICT**



Carl Miller, Chair

MICHAEL LA PIER



Michael La Pier

APPROVED AS TO FORM:



Scott E. Huber, District Counsel

AGENDA ITEM: H
DATE: September 20, 2023

TO: Michael La Pier, Executive Director, Monterey Regional Airport
FROM: Department Heads
SUBJECT: Monthly Department Reports

FINANCE AND ADMINISTRATION.

[Terminal Comment Card Log by Administration](#)
[Financial Summary by Mark Wilson, Controller](#)

FIRE.

[Monthly Fire Report by Monterey Fire Department](#)

OPERATIONS.

[Operations Report by Mark Curtis, Superintendent of Field Operations](#)

PLANNING AND DEVELOPMENT.

[Planning, Environmental and Maintenance Monthly Project Report by Chris Morello, Deputy Executive Director](#)

POLICE.

[Police Activity Report by Del Rey Oaks Police Department](#)

RATING	DATE OF VISIT	TIME OF VISIT	PURPOSE	FLIGHT	AIRLINE	COMMENT	CITY	STATE
POOR	8/2/2023	7:35 PM	Arriving	5233	United	The ground crew was unprepared and unavailable to direct the plane to the gate for 20 min. There were no other planes arriving and plenty of gates available. This is unacceptable and not the first time I've experienced this. You have gaps in capability which you need to correct because it's affecting your brand as an airport.	Monterey	CA
POOR	8/5/2023	11:15 AM	Departing	2879	American	I watched the luggage crew drop 5 pieces of luggage that fell onto the tarmac.	Ipswich	MA
POOR	8/6/2023	11:00 AM	Departing	-	American	Antonio was an ass hole to me. He was rude. He started raising his voice at me. He didn't bother helping me or even trying to.	Monterey	CA
EXCELLENT	8/13/2023	8:00 PM	Arriving	5233	United	See comment on attached page.	Marina del Rey	CA
POOR	8/17/2023	3:07 PM	Departing	-	American	One of the older TSA inspectors who's bald with a goatee is a rude man-splaining prick. This is the second time flying out of here he goes out of his way to flaunt his meager authority.	Monterey	CA
EXCELLENT	8/17/2023	7:14 PM	Departing	3471	Alaska	Jena met us at the front door of the terminal: after briefly introducing ourselves - unbidden - she whipped out her iPad and checked us in, right there. Amazing! I've NEVER had that level of service at ANY airport, and as a commercial pilot, I see a lot of airports. Kudos to this great lady!	Port Angeles	WA
POOR	8/24/2023	1:00 PM	Departing	4729	United	I understand this is a small regional airport and I love that, but...not a great experience. Why do places think they can pass on credit cards fees to the customer? That is the cost of doing business I offered cash at the snack bar, but clerk said he did not have change for a \$100 bill which is perfectly legal cash tender, so I was forced to pay the cc fees for the business. Stop this. The little tsa checkpoint was a bit discombobulated today getting one adult and 3 minors (not babies) through efficiently.	Salem	OR

AUGUST 2023
TERMINAL FEEDBACK

ATTACHED COMMENT FROM 8/13/23

To whom it may concern:

I hope this letter finds you well. I am writing to express my sincere gratitude for the exceptional service and care provided by some of your outstanding employees at Monterey Airport. Their dedication to going above and beyond has truly left a lasting impression on me, and I believe it's important to recognize their remarkable efforts.

During my recent travel experience at Monterey Airport, I had the privilege of encountering a team of employees who demonstrated an unwavering commitment to ensuring a seamless and comfortable journey for all passengers. Their attention to detail, professionalism, and genuine care for the well-being of travelers did not go unnoticed.

I would like to specifically mention the following individuals who stood out for their exceptional service:

1. Ross Burke, TSA agent: upon deplaning and exiting I realized that I left my dinner in a very important gift bag over my seat on the airplane. He called out to other staff members who notified an outdoor employee, Daniel, who ran over to the plane prior to the bag being thrown away.

2. Daniel (outside field): ran out to airplane and secured my gift bag above my assigned seat.

Their dedication to going above and beyond their responsibilities showcases a commitment to excellence that reflects positively on Monterey Airport. Their actions not only contribute to the satisfaction of passengers but also enhance the reputation of the airport as a whole.

I strongly believe that exceptional service should be acknowledged and celebrated, and I encourage Monterey Airport to continue fostering a culture of excellence among its employees.

Thank you for your attention, and I look forward to more positive experiences at Monterey Airport in the future.

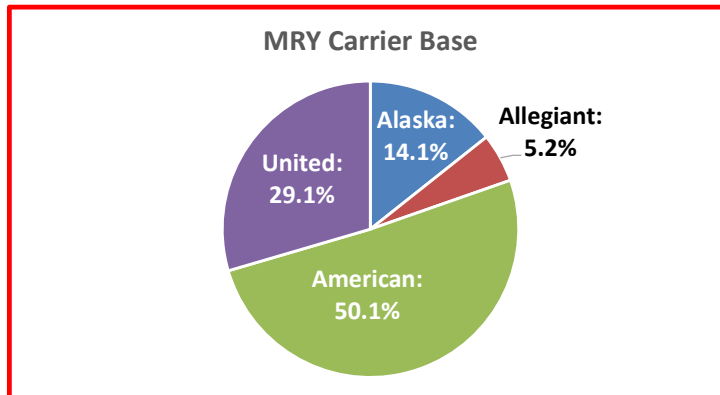
Sincerely,
Shani Francis, MD

DATE: September 20, 2023

TO: Michael La Pier, Executive Director, Monterey Regional Airport
FROM: Mark Wilson, Controller
SUBJECT: Discussion and Analysis of the July 31, 2023 Financial Statements

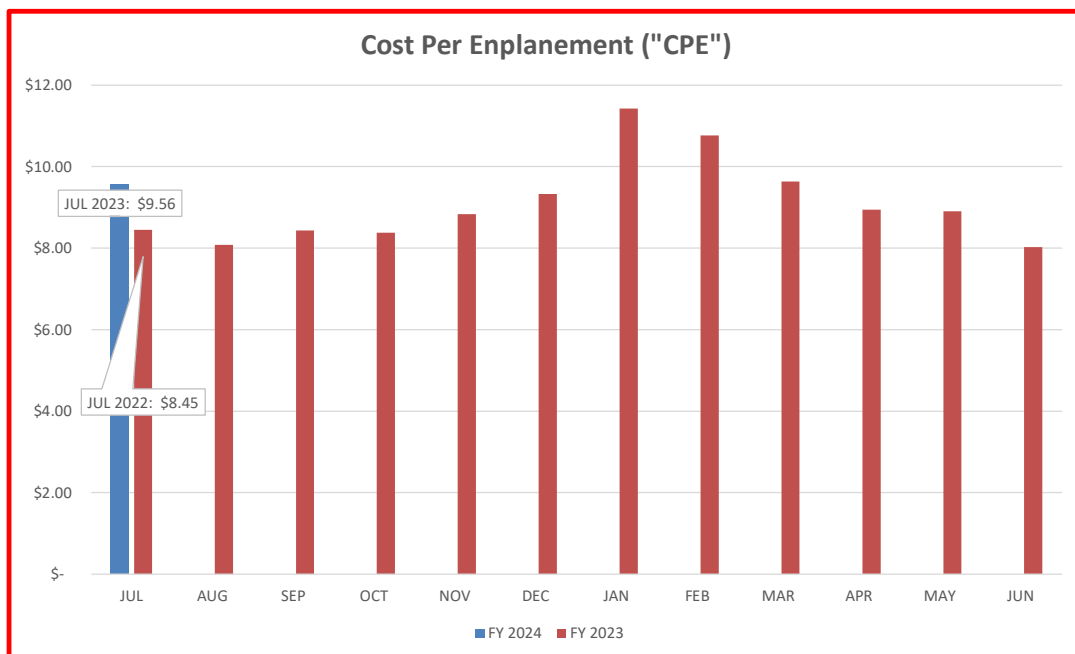
KEY OPERATING STATISTICS. July enplanements were 25,556 (vs. 22,362 budgeted), up 18.2% from the 21,615 in the same period in 2022. July airline landings were less than budgeted (393 actual vs. 412 budgeted). Total Passengers for the month of July were 52,121, up 18.5% from 43,993 in the same period in 2022. Total aircraft operations for July were 5,013, up from 4,995 in the same period in 2022, and Vehicle exit counts in the parking lots were 10,945, up 5.6% from the exit counts in July of 2022.

In July, American Airlines accounted for approximately 50.1% of the passenger enplanements.



In July the Airport's CPE was \$9.56, compared to \$8.45 in the same period in 2022.

Chart 1



LIQUIDITY AND CAPITAL RESOURCES. As of July 31, 2023 the Airport had unrestricted cash and investments of \$16.631M.

To date, the Airport has received FAA Grant Awards of \$9.483M for the new ARFF building. In addition, the Airport has previously received notice of eligibility for \$4.28M of Grants for Terminal Design under the BIL/Entitlements. In March, 2023, the Airport received notice of eligibility for another \$3.0M Grant for Terminal Design under the competitive BIL/ATP process.

As of July 31, 2023 the Airport had Restricted PFC cash and investments of \$1.532M and Restricted CFC cash and investments of \$1.018M.

The Current Ratio of unrestricted current assets to current liabilities is a very healthy 70.4X. Days Cash on Hand (based on FY 24 Budgeted Operating Expenses), was 610.

OPERATING INCOME. The Airport's higher than budgeted revenues and lower than budgeted operating expenses in July resulted in an operating income of \$78.1K, which is a favorable variance of -\$125.2K to July's budgeted operating income of \$203.3K.

OPERATING INCOME				
	July 2023 ACTUAL	July 2023 BUDGET	VARIANCE Favorable (Unfavorable)	
			\$	%
Operating Revenues	\$ 1,119,955	\$ 1,086,773	\$ 33,181	3%
Operating Expenses	(1,041,813)	(883,458)	(158,355)	-18%
Operating Income	<u>\$ 78,142</u>	<u>\$ 203,316</u>	<u>\$ (125,174)</u>	<u>-62%</u>

REVENUES. July 2023 combined reported Airport Operating Revenues were \$1,120K, which was \$33.2K (3%) higher than budget (\$1,087K). This favorable variance was primarily due to higher Terminal Revenues and Interest Income.

	July 2023 ACTUAL	July 2023 BUDGET	VARIANCE Favorable (Unfavorable)	
			\$	%
Terminal Revenues	\$ 664,795	\$ 647,446	\$ 17,349	3%
General Aviation	177,041	177,955	(914)	-1%
Non-Aviation	185,662	188,506	(2,844)	-2%
Other Operating	24,917	21,869	3,048	14%
Interest Income	67,539	50,997	16,542	32%
Total Operating Revenues	<u>\$ 1,119,955</u>	<u>\$ 1,086,773</u>	<u>\$ 33,181</u>	<u>3%</u>

Terminal Revenues:

Commercial Aviation fees (\$122.7K) for July were materially on budget (\$122.5K).

Terminal Rents (\$173.5K) for July were materially on budget (\$171.K).

TNC Permits, Trip Fees & Peer-to-Peer Rentals (\$33.8K) for July were higher than the budget (\$22.8K) by \$11.0K/48%. This favorable variance was primarily due to higher than budgeted TCP (\$2.1K), TNC (\$5.2K) and Peer-to-Peer revenues (\$3.1K).

Terminal Concessions (\$28.8K) for July were higher than the budget (\$26.1K) by \$2.7K/10%. This favorable variance was primarily due to higher than budgeted revenues for Lamar Advertising.

Rental Car Concessions (\$173.4K) for July were lower than the budget (\$200.6K) by \$27.2K/14%. This unfavorable variance was due primarily to lower than budgeted rental car activity for National/Alamo, Enterprise, Hertz and GO Rentals, partially offset by higher than budgeted revenue from Avis and Budget.

Parking Concession (\$132.6K) for July was higher than the budget (\$104.4K) by \$28.2K/27%. Parking Concession revenues for July were budgeted at 10,342 parked cars with an average of \$10.51. In July the number of parked cars was more at 10,945 with an average of \$12.12 per car, resulting in a favorable variance.

General Aviation Revenues:

Heavy General Aviation revenues, including landing fees (\$144.1K) for July were materially on budget (\$144.9K)

Light General Aviation revenues (\$32.9K) for July were materially on budget (\$33.1K).

Non-Aviation Revenues:

Non-Aviation revenues (\$185.7K) for July were materially on budget (\$188.5K).

Other Operating Revenues:

Other Operating revenues (\$24.9K) for July were higher than budget (\$21.9K) due primarily to higher than budgeted Utility Chargebacks.

Interest Income:

Interest Income (\$67.5K) for July exceeded budget (\$51.K) due to higher than budgeted interest income earned on T-Bills.

EXPENSES. Total operating expenses of (\$1041.8K) for July were lower than the budget (\$883.5K) by \$-158.4K/-18%. This favorable variance was primarily due to lower Salaries & Taxes, Marketing/PR, Repairs & Maintenance, Employer Benefits, Supplies & Materials, and Recruitment & Training; detailed analyses follows:

OPERATING EXPENSES - BY MAJOR CATEGORY TYPE

	July 2023	July 2023	VARIANCE	
	ACTUAL	BUDGET	Favorable (Unfavorable)	
			\$	%
Salaries & Taxes	\$ 171,004	\$ 219,364	\$ 48,360	22%
Employer Benefits	95,500	108,757	13,256	12%
Recruitment & Training	182,777	10,165	(172,612)	-1698%
Business Expenses	56,531	60,981	4,450	7%
Supplies & Materials	3,971	11,755	7,784	66%
Repairs & Maintenance	38,710	54,712	16,002	29%
Outside Services	231,680	235,823	4,143	2%
Professional Services	43,955	46,609	2,655	6%
Marketing, PR	154,260	70,050	(84,210)	-120%
Utilities	45,499	47,343	1,844	4%
Interest Expense	17,926	17,899	(27)	0%
Total Operating Expenses	\$ 1,041,813	\$ 883,458	\$ (158,355)	-18%

OPERATING EXPENSES - BY DEPARTMENT

	July 2023	July 2023	VARIANCE	
	ACTUAL	BUDGET	Favorable (Unfavorable)	
			\$	%
Admin & Finance	\$ 198,199	\$ 186,596	\$ (11,603)	-6%
Planning & Marketing	111,077	144,745	33,668	23%
Maintenance	157,657	155,632	(2,025)	-1%
Operations	64,226	74,607	10,380	14%
Police	138,871	115,230	(23,641)	-21%
Fire	155,397	135,487	(19,909)	-15%
Board of Directors	13,499	15,790	2,291	15%
Rental Properties	184,961	37,471	(147,489)	-394%
Interest Expense	17,926	17,899	(27)	0%
Total Operating Expenses	\$ 1,041,813	\$ 883,458	\$ (158,355)	-18%

Salary & Tax Expenses (\$171.K) for July were lower than the budget (\$219.4K) by \$48.4K/22%. This favorable variance was primarily due to lower salaries and wages for the Ops Department (\$22.7K), the Admin & Finance Department (\$8.5K), the Planning and Marketing Department (\$8.5K) and the Maintenance Department (\$8.0K) due to unfilled positions.

Employer Benefit Expenses (\$95.5K) for July were lower than the budget (\$108.8K) by \$13.3K or 12.2%. This favorable variance was primarily due to lower CalPERS Health Insurance (\$6.9K) and lower CalPERS Retirement (\$3.9K) due to unfilled positions.

Personnel Recruitment, Training & Pre-Employment and Related Expenses (\$182.8K) for July were lower than budget (\$10.2K), due primarily to lower Personnel Recruitment (\$2.5K), Business Travel & Entertainment (\$1.9K) and Dues and Subscriptions (\$1.8K).

Business Expenses (\$56.5K) were lower than the budget (\$61.K) by \$4.4K/7%. This favorable variance was primarily due to lower than budgeted Telecommunications Expense (\$2.4K).

Supplies & Materials expenses (\$4.0K) for July were lower than the budget (\$11.8K) by \$7.8K or 66%. This favorable variance was primarily due to lower than budgeted Custodial Supplies & Materials (\$2.2K) and District Vehicle Fuel (\$2.9K).

Repair & Maintenance expenses (\$38.7K) for July were lower than budget (\$54.7K) due primarily to lower Airfield (\$11.9K), Rental Space (\$4.5K) and Landscape & Grounds (\$2.3K) Repairs & Maintenance.

Outside Services expenses (\$231.7K) for July were materially on budget (\$235.8K).

Professional Service expenses for the Art Program, Architect & Engineer, Legal, Audit, Computer / LAN & IT, Environmental, and Human Resources (\$44.K) for July were materially on budget (\$46.6K).

Marketing, Public Relations, Air Service Development and Social Media Marketing expenses (\$154.3K) for July were lower than the budget (\$70.K) by -\$84.2K or -120.2%. This favorable variance was primarily due to lower than budgeted Public Relations (\$4.7K), Marketing (-\$15.60K), Air Service Development (-\$24.2K), and Social Media Marketing (-\$23.6K) expenses.

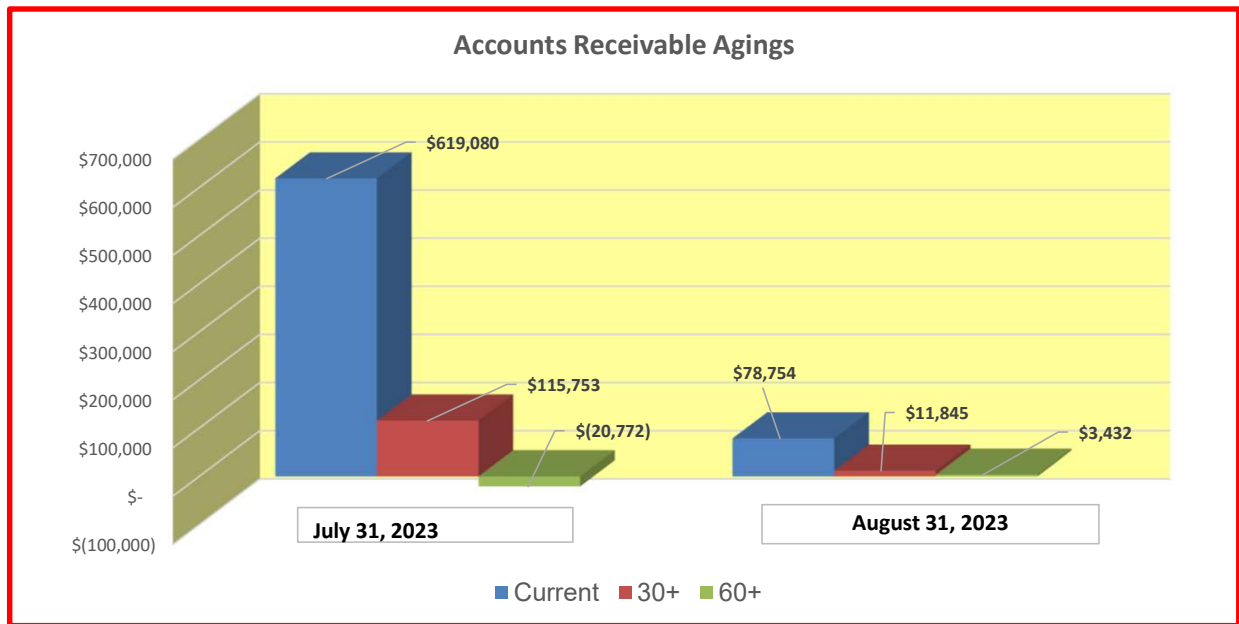
Utilities expenses, combined (\$45.5K) for July were materially on budget (\$47.3K).

SELECTED BALANCE SHEET ANALYSES:

ACCOUNTS RECEIVABLE. The accounts receivable balance on July 31, 2023 was \$714.1K. This balance is \$59.4K or 9% higher than the June 30, 2023 balance (\$654.7K), and \$24.4K/3% lower than the \$738.5K balance on July 31, 2022. The accounts receivable balance over 60 days old on July 31, 2023, was -\$20.8K.

Chart 2 below graphically presents the aging of accounts receivable (1) as of July 31, 2023 and (2) prior to the next billing cycle (August 31, 2023).

Chart 2



Total accounts receivable of \$714.1K as of July 31, 2023 was comprised of \$188.3K/(26.4%) from Commercial Airlines, \$172.K/(24.1%) from Rental Car companies, \$100.K/(14.0%) from FBOs, \$125.4K/(17.6%) from Parking, \$28.6K/(4.0%) from the Monterey Hi-Way Self Storage, \$29.K/(4.1%) from TNCs and Taxis, \$13.2K/(1.8%) from Woody's and \$57.8K/(8.1%) from all other customer accounts.

The District carries a \$10K allowance for doubtful accounts. Prepaid accounts receivable as of July 31, 2023 of \$71.8K have been reclassified to deferred revenue.

Chart 3 below graphically presents the composition of accounts receivable by major customer/concessionaire/tenant.

Chart 3

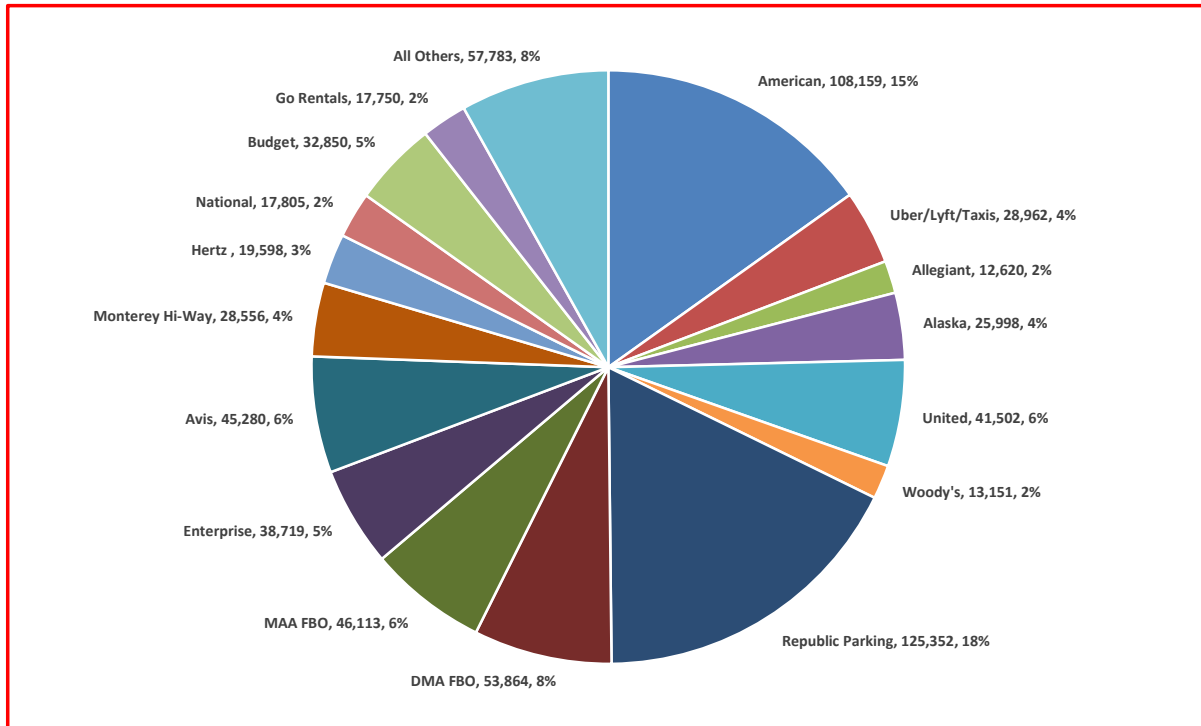
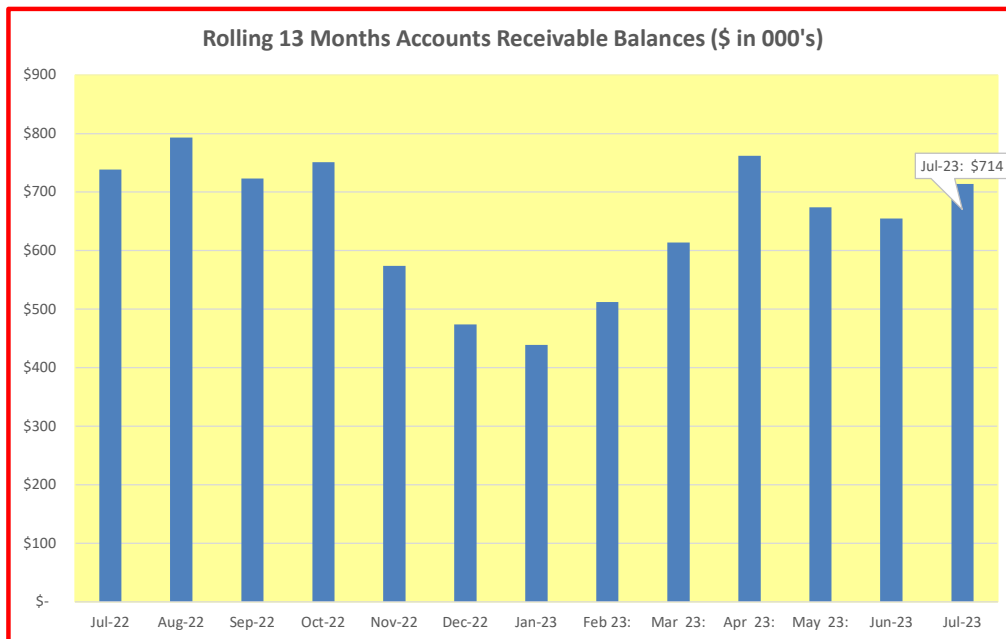


Chart 4 below depicts the total accounts receivable balances for the 13 months from July 2022 to July 2023.

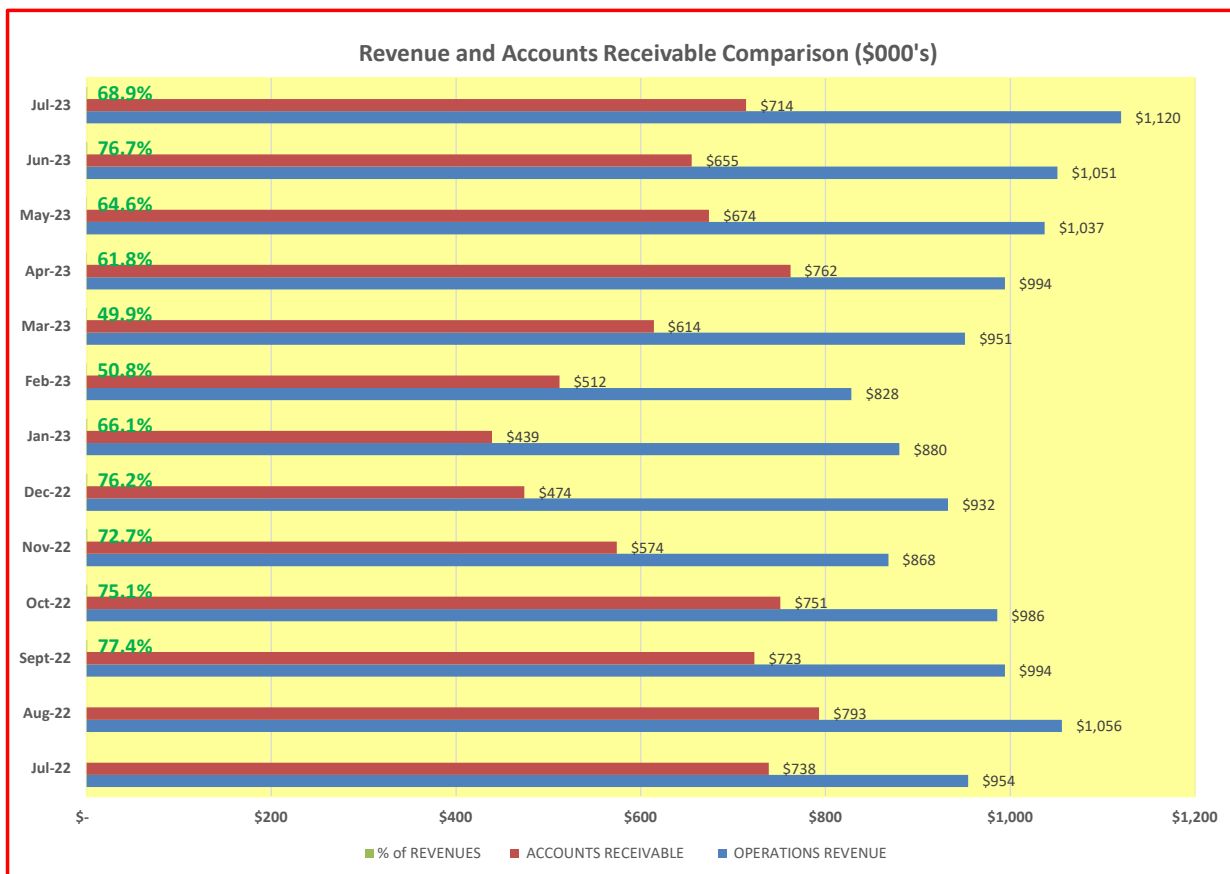
Chart 4



The balance of accounts receivable at month-end aligns with operating revenues in that month. The month-end balance of accounts receivable historically is approximately 50% to 70% of revenues. On July 31, 2023, accounts receivable is 68.9% of revenues and the rolling thirteen-month average is 66.6%.

Chart 5 below graphically presents the monthly comparison of accounts receivable to operating revenues.

Chart 5

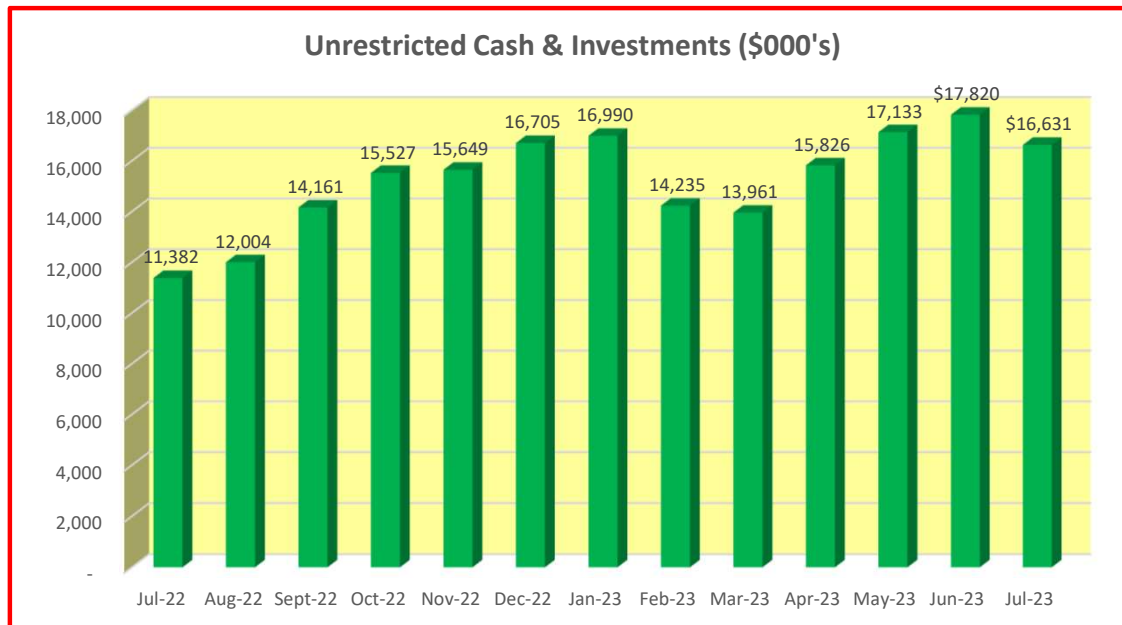


UNRESTRICTED CASH AND INVESTMENTS. The unrestricted cash and investments balance on July 31, 2023, was \$16.631M and the unrestricted cash and investments balance on June 30, 2023 was \$17.82M, a decrease of \$1.189M.

The decrease in unrestricted cash and investments was primarily due to: (1) cash used by Operating Activities of \$1,232K, (2) the net cash used by Capital and Related Financing Activities of -\$12873.9K, partially offset by (3) the net cash provided by Investing Activities of \$114.5K (see Statement of Cash Flows on Page 17 for more details).

Chart 6 graphically presents the monthly balances of unrestricted cash and investments.

Chart 6



SELECTED OPERATING STATISTICS:

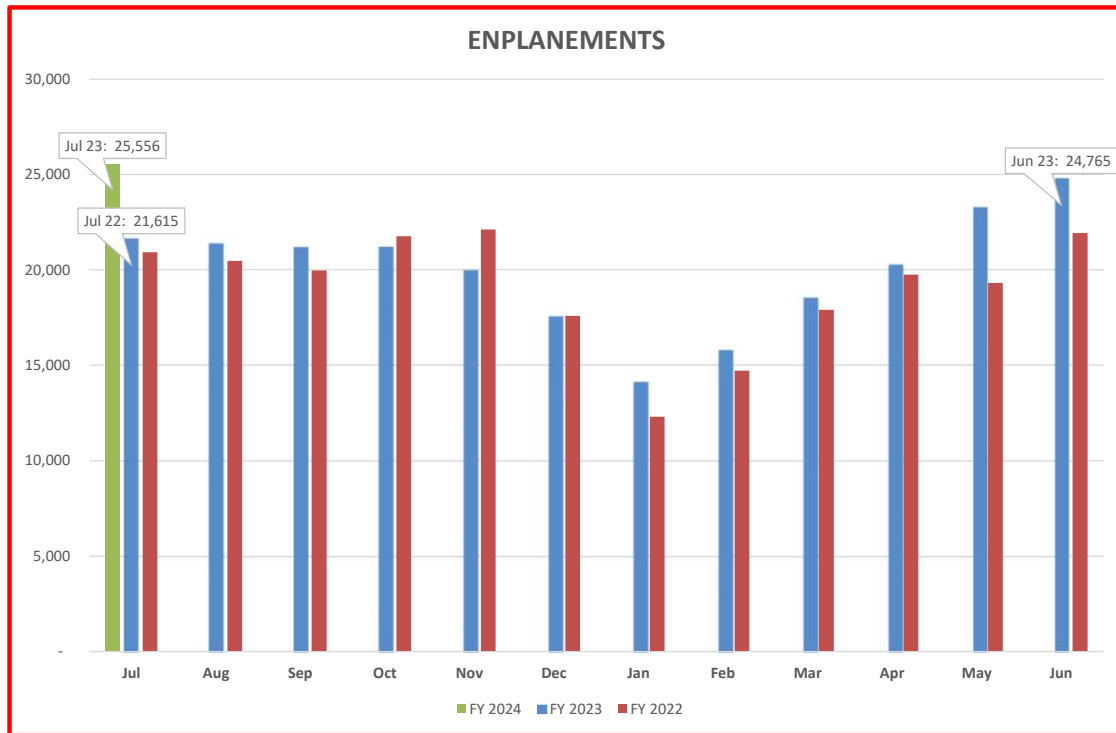
ENPLANEMENTS AND LOAD FACTORS. The table below presents simple load factors for fiscal years 2018 to 2024. Load factors indicate the customer utilization of available airline seat capacity which generally correlates to customer use of TCP, Taxi and TNC services, parking, and other support services. Simple load factors do not include non-revenue enplanements. Historically annual load factors range from approximately 70% to 77%. Commercial Airline aircraft types have a direct impact on capacity and potential changes in enplanements. As the mix of aircraft and destinations change, the goal is to have load factors sustained or increased, which indicates that customers are willing to use the services offered by the Airlines.

Fiscal Year	July 31, 2023				FYTD			
	Load Factors	Enplanements	Available Seats	Flights	Load Factors	Enplanements	Available Seats	Flights
2024	77.9%	25,556	32,808	393	77.9%	25,556	32,808	393
2023	76.3%	21,665	28,328	417	76.5%	21,665	28,328	417
2022	83.5%	20,920	25,056	354	83.5%	20,920	25,056	354
2021	45.9%	5,606	12,206	168	45.9%	5,606	12,206	168
2020	74.0%	22,109	29,878	441	74.0%	22,109	29,878	441
2019	68.2%	16,262	23,852	355	68.2%	16,262	23,852	355
2018	71.6%	18,068	25,248	392	71.6%	18,068	25,248	392

Airline/destination specific simple load factors for July 2023 were Alaska/SAN 82.6%, Alaska /SEA 70.7% American/DFW 81.5%, American/PHX 79.7%, United/DEN 82.9%, United/LAX 76.6%, United/SFO 63.2%, Allegiant/LAS 95.4%, and JSX/SNA 69.1%.

Chart 7 below presents a comparison of monthly enplanements for FY 2024 to all FY 2023 and FY 2022 enplanements (which reflect the seasonality of the Airport's historical business cycle). When comparing enplanements for July 2023 (25,556) and June 2023 (24,765), enplanements increased by 791. When comparing July 2023 to July 2022, enplanements increased by 3,941/18.2%: (25,556) vs. (21,615).

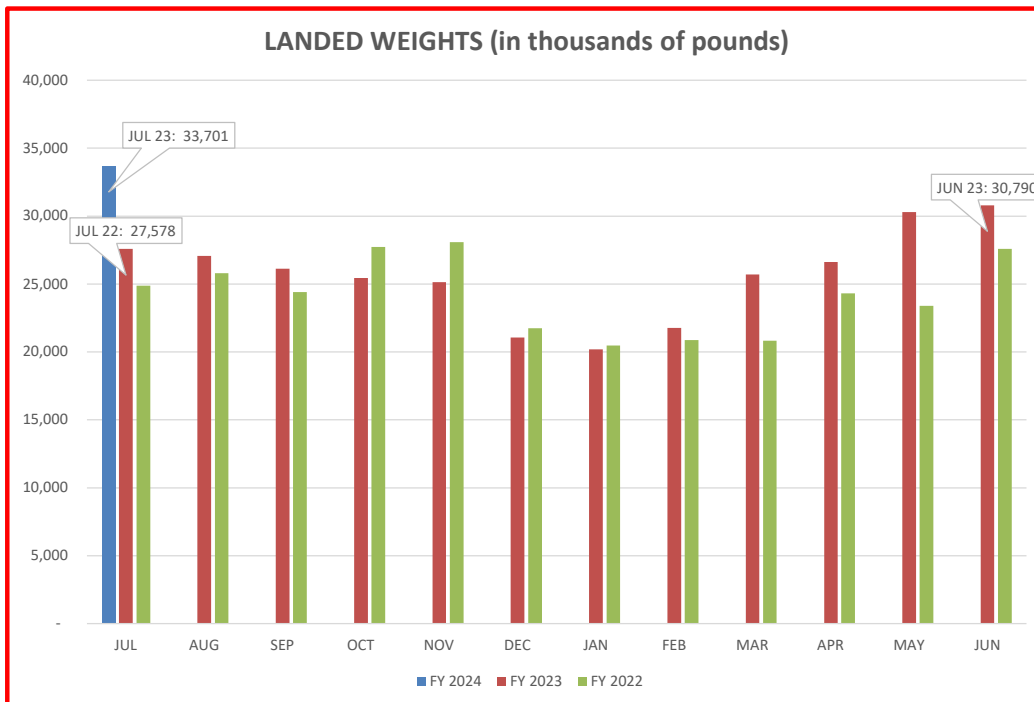
Chart 7



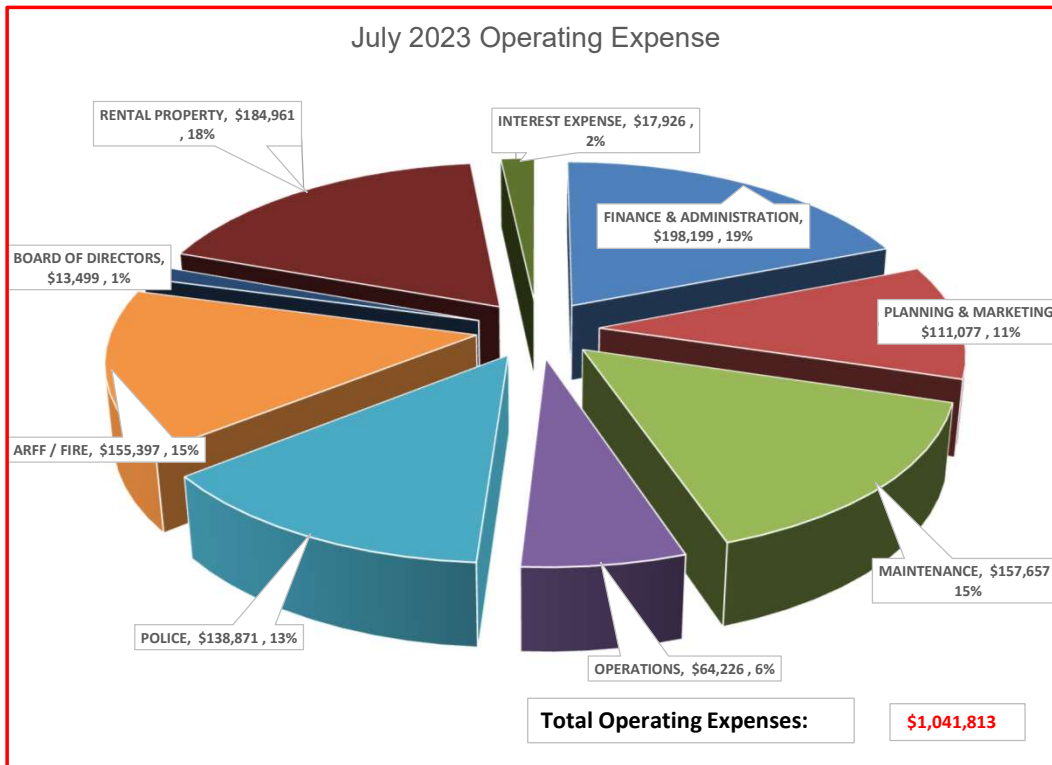
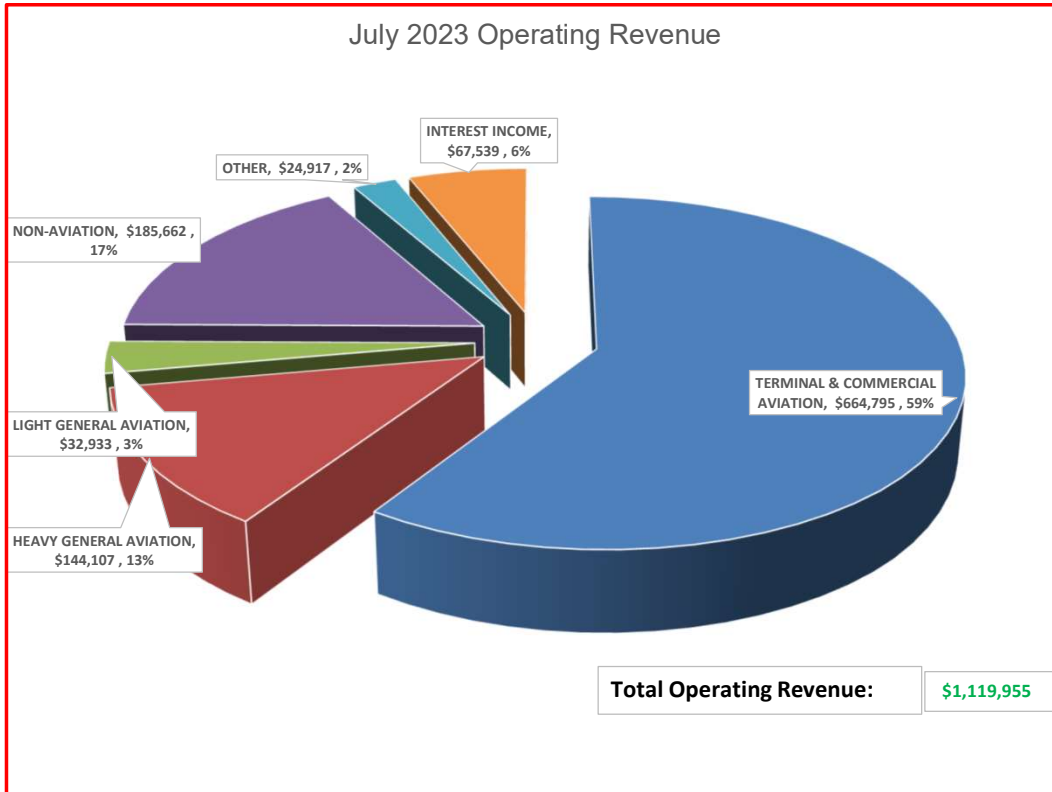
LANDED WEIGHTS. Chart 8 compares the Airport’s landed weights for FY 2024 to FY 2023. We anticipate landed weights for FY 2024 to increase as American continues up-gauging with heavier aircraft (the Mainline A319 has a Maximum Gross Landing Weight of 137,788 pounds, as compared to a Maximum Gross Landing Weight of 74,957 pounds for the Regional Embraer 175).

Total landed weights for July 2023 were 33,701 thousand pounds, an increase of 6,123 thousand pounds over the 27,578 thousand pounds landed in the comparable period in 2022, and an increase of 2,911 thousand pounds over the 30,790 thousand pounds landed in June 2023.

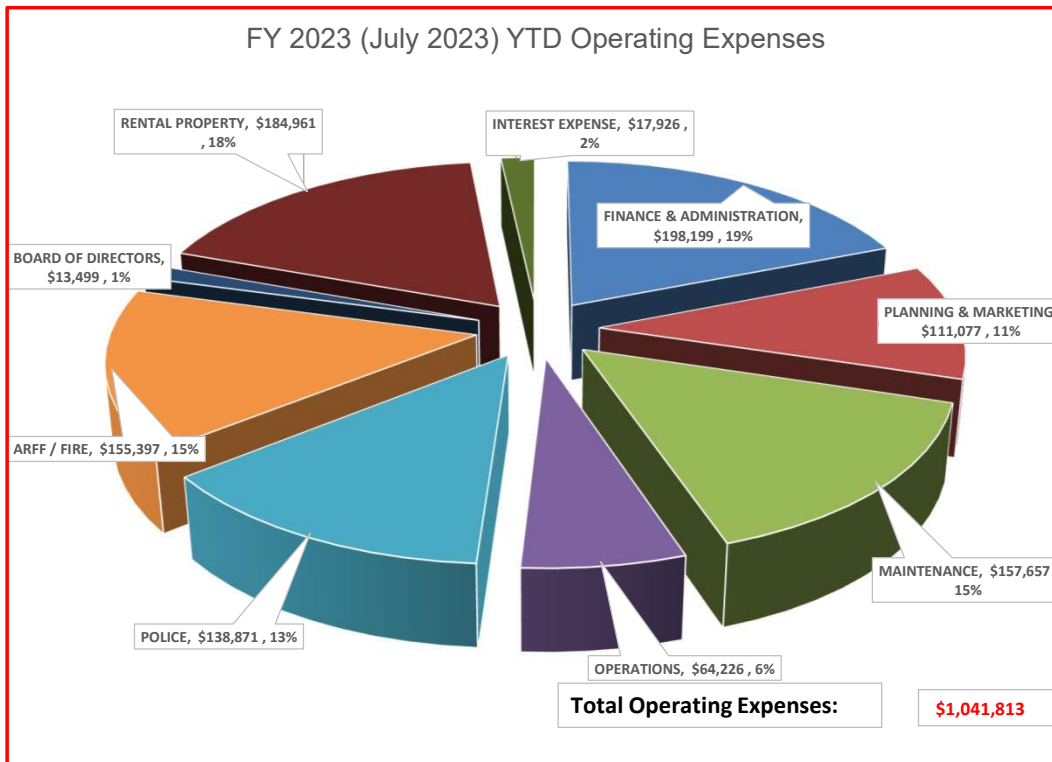
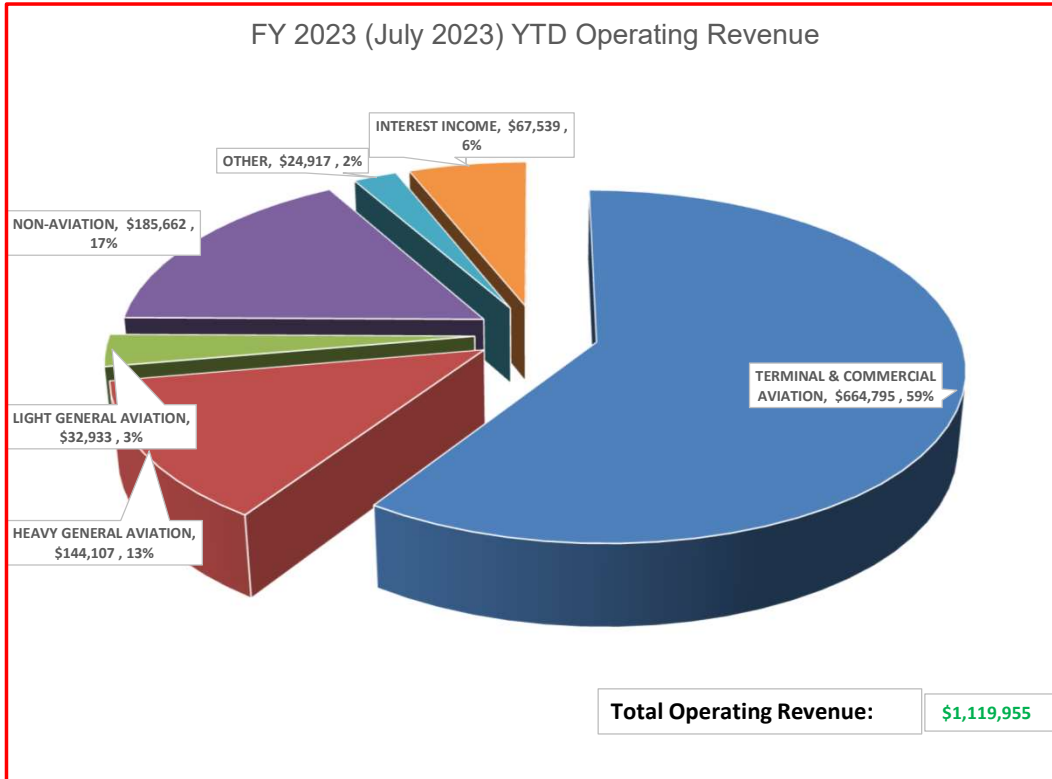
Chart 8



Monterey Peninsula Airport District



Monterey Peninsula Airport District



AIRPORT DISTRICT OPERATING AND FINANCIAL PERFORMANCE SUMMARY

Jul. 31, 2023

OPERATING STATISTICS	Jul. 31, 2023	Budget	%	Jul. 31,2022	YTD FY 24	Budget	%	YTD FY 23
AIRPORT ACTIVITY								
Air Carrier Landings ¹	393	412	-5%	417	393	412	-5%	417
Landed Weight (in thousands of pounds)	33,701	29,498	14%	27,578	33,701	29,498	14%	27,578
Enplanements	25,556	22,362	14%	21,615	25,556	22,362	14%	21,615
Passengers (emp/dep)	52,121			43,993	52,121			43,993
Total Cargo (in pounds)	61,639			50,587	61,639			50,587
Commercial	1,535			1,571	1,535			1,571
General Aviation	3,326			3,310	3,326			3,310
Military	152			114	152			114
TOTAL AIRCRAFT OPERATIONS	5,013			4,995	5,013			4,995
VEHICLE EXIT COUNT								
Long Term (1) Lot	2,459	1,813	36%	1,796	2,459	1,813	36%	1,796
Upper Short Term (2) Lot	2,463	1,999	23%	1,897	2,463	1,999	23%	1,897
Lower Short Term (3) Lot	6,023	6,680	-10%	6,669	6,023	6,680	-10%	6,669
TOTAL VEHICLE EXIT COUNT	10,945	10,492	4%	10,362	10,945	10,492	4%	10,362

1: Cancelled Flight Landings: Current Month =3 (0 - Alaska /0 - Allegiant /0 - American /3 - United) FYTD = 3 (0 - Alaska /0 - Allegiant /0 - American /3 - United)

	Jul. 31, 2023 ACTUAL	Jul. 31, 2023 Budget	Var. \$	Jul. 31,2022 ACTUAL	YTD FY 24 ACTUAL	Budget	Var. \$	YTD FY 23 ACTUAL
OPERATING REVENUE								
TERMINAL								
CA Landing, RON, Apron, and Fuel Flowage Fees	\$ 122,728	\$ 122,533	\$195 ▲	97,578	\$ 122,728	\$ 122,533	\$195 ▲	97,578
Rents	173,499	170,965	2,534 ▲	144,936	173,499	170,965	2,534 ▲	144,936
TCP Operator Permits	2,500	433	2,067 ▲	383	2,500	433	2,067 ▲	383
Taxi Operator Permits & Trip Fees	5,940	5,382	558 ▲	4,332	5,940	5,382	558 ▲	4,332
TNC Permits, Trip Fees and Peer-to-Peer Rentals	25,338	17,012	8,326 ▲	16,188	25,338	17,012	8,326 ▲	16,188
Concessions	28,753	26,094	2,659 ▲	23,540	28,753	26,094	2,659 ▲	23,540
Rental Car	173,435	200,619	(27,184) ▼	190,619	173,435	200,619	(27,184) ▼	190,619
Parking	132,602	104,408	28,194 ▲	88,762	132,602	104,408	28,194 ▲	88,762
HEAVY GENERAL AVIATION								
GA Landing Fees	35,284	45,551	(10,267) ▼	39,791	35,284	45,551	(10,267) ▼	39,791
FBO Rent	63,239	59,877	3,362 ▲	58,677	63,239	59,877	3,362 ▲	58,677
Fuel Fees	45,585	39,444	6,141 ▲	38,441	45,585	39,444	6,141 ▲	38,441
LIGHT GENERAL AVIATION	32,933	33,083	(150) ▼	33,513	32,933	33,083	(150) ▼	33,513
NON-AVIATION	185,662	188,506	(2,844) ▼	183,090	185,662	188,506	(2,844) ▼	183,090
OTHER OPERATING REVENUE	24,917	21,869	3,048 ▲	31,891	24,917	21,869	3,048 ▲	31,891
INTEREST INCOME	67,539	50,997	16,542 ▲	1,999	67,539	50,997	16,542 ▲	1,999
TOTAL OPERATING REVENUE	\$ 1,119,955	\$ 1,086,773	\$ 33,181	\$ 953,739	\$ 1,119,955	\$ 1,086,773	\$ 33,181	\$ 953,739
OPERATING EXPENSE								
Finance & Administration	\$ 198,199	\$ 186,596	\$11,603 ▲	196,485	\$ 198,199	\$ 186,596	\$11,603 ▲	196,485
Planning & Marketing	111,077	144,745	(33,668) ▼	57,547	111,077	(19,726)	130,803 ▲	57,547
Maintenance & Custodial Services	157,657	155,632	2,025 ▲	160,281	157,657	155,632	2,025 ▲	160,281
Airport Operations	64,226	74,607	(10,380) ▼	28,025	64,226	74,607	(10,380) ▼	28,025
Police Services	138,871	115,230	23,641 ▲	103,241	138,871	115,230	23,641 ▲	103,241
ARFF/Fire Services	155,397	135,487	19,909 ▲	137,532	155,397	135,487	19,909 ▲	137,532
Board of Directors	13,499	15,790	(2,291) ▼	21,914	13,499	15,725	(2,226) ▼	21,914
Office Rentals	184,961	37,471	147,489 ▲	38,783	184,961	37,471	147,489 ▲	38,783
Interest Expense	17,926	17,899	27 ▲	1,957	17,926	23,031	(5,105) ▼	1,957
TOTAL OPERATING EXPENSE	\$ 1,041,813	\$ 883,458	\$ 158,355	\$ 745,765	\$ 1,041,813	\$ 724,054	\$ 317,759	\$ 745,765
OPERATING INCOME	\$ 78,142	\$ 203,316	\$ (125,174)	\$ 207,975	\$ 78,142	\$ 362,719	\$ (284,577)	\$ 207,975
DISTRICT CAPITAL EXPENDITURES (See Page 20)	\$ (511,289)	\$ (1,540,775)	\$1,029,486 ▲	\$ (153,896)	\$ (511,289)	\$ (1,540,775)	\$1,029,486 ▲	\$ (153,896)
DEBT SERVICE - PRINCIPAL ONLY	\$ (4,442)			\$ (17,460)	\$ (4,442)			\$ (17,460)

MONTEREY PENINSULA AIRPORT DISTRICT
Statements of Net Position

	July 31, 2023 (Unaudited)	June 30, 2023 (Unaudited)
ASSETS:		
Current assets:		
Unrestricted:		
Cash	\$ 771,493	\$ 1,983,524
Investments - L.A.I.F.	507,628	492,500
Investments - T-Bills	14,477,314	14,470,883
Investments - Negotiable CDs	874,997	873,032
Accounts receivable, net of \$10,000 allowance	704,061	644,659
Accrued Interest receivable	172,246	159,451
Leases receivable (GASB 87), current portion ⁽¹⁾	1,092,200	1,092,200
FAA Grant Receivable	941,320	941,320
Prepaid and other assets	386,265	352,304
	<u>19,927,522</u>	<u>21,009,873</u>
Restricted:		
Cash	2,959,532	2,910,566
Investments - T-Bills	396,872	396,872
Investments - Negotiable CDs	263,506	290,389
Accrued Interest Receivable CDs	2,120	1,517
Total restricted current assets	<u>3,619,910</u>	<u>3,599,344</u>
Total Current Assets	23,547,432	24,609,217
Noncurrent assets:		
Leases receivable (GASB 87), net of current portion ⁽¹⁾	9,554,396	9,554,396
Tenant receivable, net of current portion	15,035	40,260
Right-of-Use (GASB 96), net of current portion	11,581	11,581
Capital assets:		
Construction-in-Process	13,142,638	24,860,622
Non-depreciable land	4,206,755	4,206,755
Depreciable capital assets, net	75,145,563	62,700,239
	<u>92,494,955</u>	<u>91,767,616</u>
	102,049,351	101,373,853
	125,596,783	125,983,070
DEFERRED OUTFLOWS OF RESOURCES:		
Actuarial valuation of deferred outflows related to pensions ⁽²⁾	5,098,192	5,098,192
Actuarial valuation of deferred outflows related to OPEB ⁽⁴⁾	310,596	310,596
	5,408,788	5,408,788
LIABILITIES:		
Current liabilities:		
Accounts Payable	1,067,210	1,228,176
Accrued liabilities	(365,419)	87,174
Unearned revenues, current portion	103,395	53,024
Accrued compensated absences, current portion	31,027	30,689
Interest Payable	55,934	38,008
Loans payable, current portion	346,678	346,678
Funds held in trust (CFCs)	1,103,510	1,055,030
Total Current Liabilities	2,342,334	2,838,779
Long-term liabilities:		
Security deposits	452,912	449,333
Unearned revenues, net of current portion	220,427	221,167
Accrued compensated absences, net of current portion	140,986	140,986
SBITA (GASB 96) liability	11,581	11,581
Loans payable, net of current portion	5,628,458	5,632,900
Actuarial valuation of net pension liability ⁽⁶⁾	5,802,890	5,802,890
Actuarial valuation of OPEB liability ⁽⁷⁾	1,560,497	1,560,497
Total Long-Term Liabilities	13,817,752	13,819,354
Total Liabilities	16,160,086	16,658,133
DEFERRED INFLOWS OF RESOURCES:		
Actuarial valuation of deferred inflows related to pensions ⁽³⁾	5,009,360	5,009,360
Actuarial valuation of deferred inflows related to OPEB ⁽⁵⁾	901,675	901,675
Deferred inflows related to leases (GASB 87) ⁽¹⁾	10,646,596	10,646,596
Total Deferred Inflows of Resources	16,557,631	16,557,631
NET POSITION:		
Net investment in capital assets	85,716,465	84,679,500
Restricted - unspent Passenger Facilities Charges	1,522,840	1,664,305
Restricted - Cash Assets	1,356,746	1,007,340
Unrestricted	9,691,804	10,824,949
	\$ 98,287,854	\$ 98,176,094

See Notes to Statements of Net Position.

Notes to Statement of Net Position
As of Jul. 31, 2023

	Lease Receivable	Lease Interest	Total Lease Payments
1. Lease Receivable (GASB 87)			
Current:			
FY 2024	\$ 1,073,014	\$ 419,353	\$ 1,492,367
Noncurrent:			
FY 2025	1,011,166	376,462	1,387,628
FY 2026	963,291	335,558	1,298,849
FY 2027	1,009,339	294,952	1,304,291
FY 2028	753,742	256,507	1,010,249
FY 2029-FY2033	2,273,229	930,468	3,203,697
FY 2034-FY2038	1,013,424	620,612	1,634,036
FY 2039-FY2043	990,675	429,584	1,420,259
FY 2044-FY2048	1,031,456	209,214	1,240,670
FY 2048-FY2053	528,260	48,723	576,983
	9,574,582	3,502,080	13,076,662
	\$ 10,647,596	\$ 3,921,433	\$ 14,569,029

The District recognizes lease revenues by category and three categories were impacted by the implementation of GASB 87; General Aviation, Terminal Concessions and Non-Aviation revenue categories.

GASB 87 specifically excludes Regulated leases for which the District is the lessor. Terminal space, aircraft hangars, and recreational vehicle parking space future lease revenue are excluded.

2. Deferred Outflows of Resources related to Pensions			
	Combined	Miscellaneous	Safety
Changes of Assumptions	\$ 588,906	\$ 237,316	\$ 351,590
Differences between expected and actual experience	190,821	46,509	144,312
Net Difference between Projected and Actual Earnings	974,857	424,218	550,639
Adjustments due to differences in proportions	57,913	41,834	16,079
Difference in actual to proportionate share contribution	2,657,725	616,663	2,041,062
	\$ 4,470,222	\$ 1,366,540	\$ 3,103,682
3. Deferred Inflows of Resources related to Pensions			
	Combined	Miscellaneous	Safety
Differences between expected and actual experience	\$ 69,015	\$ 31,149	\$ 37,866
Adjustments due to differences in proportions	4,510,691	954,611	3,556,080
Differences between actual contributions and the proportionate share of contributions	429,653	64,710	364,943
	\$ 5,009,359	\$ 1,050,470	\$ 3,958,889
4. Deferred Outflows of Resources related to OPEB			
Changes in assumptions	\$ 131,614		
Differences between expected and actual experience	106,767		
Contributions made subsequent to the Measurement Date	72,215		
	\$ 310,596		
5. Deferred Inflows of Resources related to OPEB			
Changes in assumptions	\$ 419,478		
Differences between expected and actual experience	482,197		
	\$ 901,675		
6. Net Pension Liability			
CalPERS - Miscellaneous Plan (6/30/2022 Measurement Date)	\$ 2,315,936		
CalPERS - Safety Plan (6/30/2022 Measurement Date)	3,486,953		
	\$ 5,802,889		
7. Total OPEB Liability			
Police	\$ 695,401		
Fire	338,285		
Miscellaneous Plan	526,811		
	\$ 1,560,497		

MONTEREY PENINSULA AIRPORT DISTRICT
Statement of Cash Flows

	July 2023 (Unaudited)	FYTD 2024 (Unaudited)
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from customers	\$ 1,110,972	\$ 1,110,972
Payments to vendors for goods and services	(2,078,706)	(2,078,706)
Payments for employees pension and OPEB benefits	(42,475)	(42,475)
Payments to employees for services	(221,522)	(221,522)
Net Cash Provided (Used) by Operating Activities	(1,231,730)	(1,231,730)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Proceeds from FAA Grants and Passenger Facilities Charges	143,544	143,544
Proceeds from Customer Facilities Charges	10,513	10,513
Acquisition and construction of capital assets	12,724,333	12,724,333
Interest paid on loans	-	-
Principal paid on loans	(4,442)	(4,442)
Net cash provided (used) by capital and related financing activities	12,873,948	12,873,948
CASH FLOWS FROM INVESTING ACTIVITIES:		
Investment income received	56,262	56,262
Investments matured (purchased)	58,228	58,228
Net cash (used) by investing activities	114,490	114,490
Net Change in Cash and Cash equivalents	11,756,707	11,756,707
Cash and Cash Equivalents at Beginning of Period	4,894,090	4,894,090
Cash and Cash Equivalents at End of Period	\$ 16,650,797	\$ 16,650,797
STATEMENT OF NET POSITION		
CLASSIFICATION OF CASH AND CASH EQUIVALENTS:		
Unrestricted	\$ 771,493	\$ 771,493
Restricted	2,959,532	2,959,532
Total cash and cash equivalents	\$ 3,731,025	\$ 3,731,025
Reconciliation of operating loss to net cash provided (used) by operating activities:		
Operating Loss after Depreciation and Amortization	\$ (139,249)	\$ (139,249)
Adjustments to reconcile operating loss to net cash provided by operating activities:		
Depreciation and amortization	474,449	474,449
(Increase) decrease in:		
Accounts receivable	(59,402)	(59,402)
Prepaid and other current assets	(8,736)	(8,736)
Increase (decrease) in:		
Accounts payable	(1,159,588)	(1,159,588)
Accrued liabilities	6,404	6,404
Interest Payable	-	-
Security deposits	19,849	19,849
Unearned revenues	98,110	98,110
Accrued compensated absences	(463,567)	(463,567)
Total Adjustments	(1,092,482)	(1,092,482)
Net cash provided (used) by operating activities	\$ (1,231,730)	\$ (1,231,730)
Non-cash capital and related financing activities:		
Acquisition of capital assets in accounts payable	\$ 803,354	\$ 803,354
Accrued interest on CEC and CalTrans loans	\$ 17,926	\$ 17,926

MONTEREY PENINSULA AIRPORT DISTRICT
 FINANCIAL STATEMENTS UNAUDITED

	FY 2024 July ACTUAL	FY 2024 YEAR-TO-DATE ACTUAL
SOURCES AND USES OF CASH -- OPERATIONS		
SOURCES OF CASH:		
CASH RECEIVED - OPERATING REVENUE	\$ 1,052,415	\$ 1,052,415
CASH RECEIVED - INTEREST INCOME	<u>67,539</u>	<u>67,539</u>
CASH RECEIVED	<u>1,119,955</u>	<u>1,119,955</u>
USES OF CASH -- OPERATIONS:		
CASH (DISBURSED) - OPERATING EXPENSE	(1,023,887)	(1,023,887)
CASH (DISBURSED) - DEBT SERVICE (INTEREST EXPENSE)	(17,926)	(17,926)
CASH (DISBURSED) - DEBT SERVICE (PRINCIPAL REDUCTION)	<u>(4,442)</u>	<u>(4,442)</u>
CASH (DISBURSED)	<u>(1,046,255)</u>	<u>(1,046,255)</u>
CHANGE IN CASH POSITION FROM OPERATIONS & DEBT SERVICE	<u>73,700</u>	<u>73,700</u>
USES OF CASH -- CAPITAL PROGRAM:		
CASH (DISBURSED) - ALL CAPITAL PROJECTS (See Page 20)	(1,201,788)	(1,201,788)
CASH REIMBURSED - ALL CAPITAL PROJECTS (See Page 21)	<u>63,014</u>	<u>63,014</u>
CHANGE IN CASH POSITION FROM CAPITAL PROGRAM	<u>(1,138,774)</u>	<u>(1,138,774)</u>
CHANGE IN CASH POSITION FROM OPERATIONS, CAPITAL & DEBT SERVICE	<u>\$ (1,065,074)</u>	<u>\$ (1,065,074)</u>

FISCAL YEAR 2023
FINANCIAL STATEMENTS UNAUDITED
Construction-In-Progress
July 31, 2023

Project Number/AIP #	Project Name	Balance at 30-Jun-23	FYTD Additions	FYTD Placed in Service	Balance at July 31, 2023	Total Project Budget	Percentage Physically Complete
CFC Funded:							
2019-03	Water Distribution System	937,761.07	\$2,897		\$ 940,658	\$2,828,058	33%
PFC Funded:							
2020-04	CCTV and Perimeter Camera System	109,401.02	-	(109,401.02)	-	200,000	100%
FAA Funded:							
2020-12/AIP 73	Northside GA Apron Construction	9,253,249	-	(9,253,249.32)	-	11,000,000	100%
2021-04/AIP 76	SEP Phase 1 A1- Commercial Apron Design	3,151,276	-	(3,151,275.77)	-	3,350,000	100%
2022-01/AIP 79	SEP Phase B1/B2/B3 - ARFF Design	5,279,526	687,602		5,967,128	6,603,000	90%
2023-01	SEP Phase D1 - Terminal Design	195,858	10,665		206,523	3,775,000	5%
District Only Funded:							
2020-14	Northwest Building Abatement	203,879	-		203,879	350,000	58%
2022-03	Vehicle Replacement	73,396	-	(73,396)	-	80,000	100%
2023-04	2801 Property Repairs	40,871	-		40,871	350,000	12%
2023-05	Fred Kane to Skypark Paving	31,661	-		31,661	250,000	13%
2023-06	Airfield Vehicle Gates - \$100K	45,236	-	(45,236)	-	100,000	100%
2023-07	Terminal Building Painting	160,000	-	(160,000)	-	160,000	100%
2023-07	West Hold Room Passenger flow upgrades	69,210	58,004	(127,213.91)	-	165,000	100%
2023-08	SE Hangar Relocation - \$7M	5,309,298	442,620		5,751,917	7,000,000	82%
		\$ 24,860,622	\$ 1,201,788	\$ (12,919,772)	\$ 13,142,638	\$ 36,211,058	

FISCAL YEAR 2023
Airport Capital Improvements / Capital Expenditures
FINANCIAL STATEMENTS UNAUDITED
July 31, 2023

Airport Improvement Programs

District Expenditures	
AIP -- FAA Funded Expenditures	
AIP -- PFC Funded Expenditures	
AIP -- CFC Funded Expenditures	
Total Capital Improvement Expenditures	

Actual FY 2024	
Current Period	
\$	511,288.68 43%
	623,380.00 52%
	64,222.13 5%
	2,897.24 0%
\$	1,201,788.05 100%

Actual FY 2024	
Year-To-Date	
\$	511,288.68 43%
	623,380.00 52%
	64,222.13 5%
	2,897.24 0%
\$	1,201,788.05 100%

FY 2024 District Capital Expenses/Budget:

	Actual PTD	Budget PTD	Actual FYTD	Budget FYTD
CFC Funded:				
2019-03 Water Distribution System	\$ 2,897.24	898,155.00	\$2,897.24	\$ 898,155.00
FAA/PFC Funded:				
2022-01 SEP Phase B1/B2/B3-ARFF Design	687,602.13	1,414,342.00	687,602.13	1,414,342.00
2023-01 SEP Phase D1 Terminal Design	10,665.00	272,428.00	10,665.00	272,428.00
2023-02 Runway 28L-10R Treatment	-	-	-	-
2023-03 Commercial Apron Construction	-	115,000.00	-	115,000.00
2024-01 Terminal Design (BIL ATP)		262,500.00		262,500.00
District Funded:				
2020-14 Northwest Building Abatement	-	40,000.00	-	40,000.00
2023-04 2801 Property Repairs	-	80,000.00	-	80,000.00
2023-05 Fred Kane to Skypark Pavement Improvements	-	-	-	-
2023-07 West Hold Room Passenger Flow Upgrades	58,003.93	-	58,004.00	-
2023-08 Southeast Hangar Relocation	442,619.75	442,620.00	442,619.75	442,620.00
2024-02 Vehicle Replacement		-		-
2024-03 Airfield and Property Maintenance		75,000.00		75,000.00
2024-04 Terminal Area Improvements		5,000.00		5,000.00
	\$ 1,201,788.05	\$ 3,605,045.00	\$ 1,201,788.12	\$ 3,605,045.00

FISCAL YEAR 2023
FINANCIAL STATEMENTS UNAUDITED
Reimbursements of Construction-In-Progress
Jul. 31, 2023

Project Number/AIP #	Project Name	FAA	PFC	CFC	Totals
Jul 2023 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			10,513	10,513
FAA/PFC Funded:					
2021-04/AIP 76	SEP Phase 1 A1- Commercial Apron Design	52,501			52,501
		<u>\$52,501</u>	<u>\$0</u>	<u>\$10,513</u>	<u>\$63,014</u>

FISCAL YEAR 2023
Schedule Of Cash and Investments
FINANCIAL STATEMENTS UNAUDITED

	<u>Par Value</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Value At Jul. 31, 2023</u>	<u>Interest Rate</u>
UNRESTRICTED:					
U.S. Treasury Bills - MPAD (JP Morgan custodian):					
U.S. Treasury Bill - \$500,000 - 1 Month	500,000.00	07/01/23	08/01/23	498,201.00	4.94%
U.S. Treasury Bill - \$3,800,000 - 2 Month	3,800,000.00	06/08/23	08/08/23	3,770,282.00	5.07%
U.S. Treasury Bill - \$3,400,000 - 4 Month	3,400,000.00	05/02/23	08/29/23	3,344,480.00	5.11%
U.S. Treasury Bill - \$4,000,000 - 6 Month	4,000,000.00	03/3/23	08/31/23	3,902,260.00	5.12%
U.S. Treasury Bill - \$1,000,000 - 3 Month	1,000,000.00	06/21/23	09/21/23	987,912.00	5.06%
U.S. Treasury Bill - \$2,000,000 - 3 Month	2,000,000.00	07/05/23	10/05/23	1,974,178.70	4.95%
	<u>14,700,000.00</u>			<u>14,477,313.70</u>	
Pooled Money Investment Account - MPAD					
State of California - Local Agency Investment Fund		Various	Various	<u>515,462.67</u>	2.07%
Money Market Account - MPAD					
JP Morgan Chase - District Reserve - Money Market Account				<u>2,131.52</u>	0.01%
Royal Alliance - Certificates of Deposits and Cash Equivalents - MPAD					
American Express NATL BK		04/13/22	04/15/24	200,000.00	2.25%
Capital One Bank USA New York CFT DEP ACT/365		04/13/22	04/15/25	250,000.00	2.60%
Goldman Sachs BK USA New York CTF DEP ACT/365		04/13/22	04/15/25	200,000.00	2.25%
Sallie Mae BK Salt Lake City UT CTF DEP ACT/365		06/28/22	07/08/24	<u>250,000.00</u>	3.30%
				900,000.00	
Cash And Cash Equivalents		Various	Various	<u>199,114.44</u>	Variable
				<u>1,099,114.44</u>	
General Accounts - MPAD					
JP Morgan Chase - various checking accounts				<u>570,247.09</u>	
				16,664,269.42	
MPAD Cash and Investments - Unrestricted				(7,835.16)	
Less: L.A.I.F. 6/30/2023 Fair Value Adjustment				(25,003.50)	
Less: CDs Jul. 31, 2023 matrix pricing adjustment				<u>(25,003.50)</u>	
Subtotal: Unrestricted Cash and Investments				<u>\$ 16,631,430.76</u>	

FISCAL YEAR 2023
Schedule Of Cash and Investments
FINANCIAL STATEMENTS UNAUDITED

	<u>Par Value</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Value At Jul. 31, 2023</u>	<u>Interest Rate</u>
RESTRICTED:					
Tenant's Security Deposits - RESTRICTED:					
U.S. Treasury Bills - MPAD (JP Morgan custodian):					
U.S. Treasury Bill - \$400,000 - 1 Month	400,000.00	07/08/23	08/08/23	<u>\$ 396,871.78</u>	5.32%
Passenger Facility Charges (PFCs) - RESTRICTED:					
JP Morgan Chase - Passenger Facility Charges (PFCs)				<u>\$ 1,259,334.02</u>	0.01%
Royal Alliance - Certificates of Deposits and Cash Equivalents:					
American Express NATL BK		04/13/22	04/15/24	100,000.00	2.60%
Capital One Bank USA New York CFT DEP ACT/365		04/13/22	04/15/25	100,000.00	3.15%
Goldman Sachs Bk USA New York CTF DEP ACT/365		04/13/22	04/15/24	100,000.00	2.25%
Cash and Cash Equivalents		Various	Various	(26,883.33)	Variable
				<u>273,116.67</u>	
				<u>\$ 1,532,450.69</u>	
Customer Facility Charges (CFCs) - RESTRICTED:					
JP Morgan Chase - Customer Facility Charges (CFCs)				<u>\$ 1,017,827.26</u>	0.01%
Tenant's Security Deposits - RESTRICTED:					
JP Morgan Chase - Money Market Account				<u>\$ 70,335.40</u>	0.01%
Airport Improvement Program - RESTRICTED:					
JP Morgan Chase - AIP Checking Account				<u>\$ 5,000.00</u>	
CalTrans Annual Debt Service - RESTRICTED:					
				<u>\$ 333,918.73</u>	
Sub-Total: MPAD Cash and Investments - Restricted				3,356,403.86	
Less: CDs Jul. 31, 2023 matrix pricing adjustment				<u>(9,611.00)</u>	
Sub-total: Restricted Cash and Investments				<u>3,346,792.86</u>	
Total MPAD Cash and Investments:				<u>\$ 19,978,223.62</u>	



MONTEREY FIRE DEPARTMENT

Report to Airport Board of Directors

August 2023

1. Incident Responses

Engine assigned to Fire Station 16 (Airport) responded to a total of 38 incidents during the month as follows:

- MPAD property – 6
- City of Monterey – 32
- Other Cities in Monterey Fire Jurisdiction – 0
- Auto / Mutual Aid – 0

2. Training

Personnel completed a total of 58.9 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): 76
- Operational (qualified to work at Airport, but live fire training not current): 34
- Technician (fully qualified to be the designated ARFF fire engineer): 12

3. Other

- August has been busy with preparing for the move to the new fire station. We are all looking forward to occupying it soon. We have also been making arrangements to have our facility set up on the south side.

4. Incident List – on Airport property incidents

Alarm Date / Time	Response Time	Location	Incident Type
8/2/2023 4:00 PM	0:00:59	300 Sky Park DR	Person in distress, other
8/4/2023 3:17 PM	0:03:12	200 Fred Kane DR	EMS call, excluding vehicle accident with injury
8/22/2023 1:04 PM	0:05:24	200 Fred Kane DR	EMS call, excluding vehicle accident with injury
8/25/2023 6:49 PM	0:04:28	200 Sky Park DR	Alarm system activation, no fire - unintentional
8/26/2023 4:36 AM	0:04:53	200 Fred Kane DR	EMS call, excluding vehicle accident with injury
8/27/2023 8:30 PM	0:07:19	300 Sky Park DR	Medical assist, assist EMS crew

TO: Michael La Pier, Executive Director
FROM: Operations Department
DATE: September 1, 2023
SUBJ: Operations Report

The following is a summary of activity of Airport Operations for August 2023 and planned airline activities for September 2023.

1. Operations oversaw activity on the airfield to ensure car week passed without incident. The small runway was closed on Wednesday to allow full use of the military ramp for transient parking. Ramp space on the North East Ramp and the Eastern end of the commercial ramp were also utilized for multiple aircraft.
2. The following reports are attached:
 - August 2023 Noise Comment Report
 - Operating and Expense Reports for the Taxi (through August 2023) and TNC ground transportation systems (through July 2023)
 - Commercial Flight Cancellations & Delays Report for August 2023
 - Commercial Flight Schedule for September 2023
3. Below is the summary of scheduled airline activity for September 2023:

Alaska Air operated by SkyWest.

- Continues to use the Embraer (EMB) 175 aircraft to SAN and SEA once a day.
- Scheduled to operate a monthly total of 120 flights (Arrivals and Departures)

Allegiant Air

- Continues to use the Airbus 319/320 series to LAS on Mondays and Fridays
- Scheduled to operate a total of 18 flights (Arrivals and Departures)

United operated by SkyWest.

- SFO operates twice a day using the E175. LAX continues 2 flights a day using the E175 / CRJ700. DEN flies once a day using the E175.
- Scheduled to operate a monthly total of 300 flights (Arrivals and Departures)

American Eagle operated by Mesa / Envoy.

- PHX operates three daily flights using a mix of E175 / CRJ700 aircraft.
- DFW continues with two daily flights using the A319 aircraft.
- Scheduled to operate a monthly total of 286 flights (Arrivals and Departures)

Cumulatively speaking, flights have increased by 15 (724 vs. 709) compared to September 2022, an increase of 2%. The number of available seats has also increased by approximately 25% (60,380 vs. 48,312).

MRY AIRPORT NOISE COMMENT LOG AUGUST 2023

Name	Location (Address)	Incident Date	Incident Time	Aircraft ID	</> of Flight	Comments	By	Action Taken	Reported Weather / Notes	
NOISE CONCERNS FROM AIR OPERATIONS AT MONTEREY AIRPORT										
1	Mike Baroni	Monterey	08/02/2023	5:15 PM	UKN	West	Mr Baroni called to complain about the regularly scheduled AA departure to Dallas and all flights departing prior to 6:00AM	BR	Returned Mr Baroni's call and explained the FAA requires that the airport is available to all aircraft 24Hrs. Commercial service flight schedules can be found on the airport's website.	
2	Marjorie Bullock	DRO	8/3/2023	3:00 PM	F/35s	28L App	2 fighter jets	MC	Confirmed the observation	
3	Dianna Martinetto	Pasadera	8/3/2023	6:00 PM	Multiple	28L App	I thought planes were to arrive via Hwy 68, not directly north over Pasadera.. Multiple daily flights are making approaches over Pasadera-very noisy. Why is this happening?	MC	Explained aircraft flying over Pasadera are flying a published instrument approach. Reason are varied as to why this approach would be flown.	
4	Carrie Klewin Lawrence	Monterey	8/3/2023	5:00 PM	F/35s	28L App	An airplane just flew over our house so low that it set off all of the car alarms. We are in the flight path and I am used to airplanes flying over our house, but this airplane was extremely low.	MC	Explained they were 2 F/35s	
5	Jeffrey Latts	Pasadera	8/3/2023	5:03 PM	F/35s	28L App	Plane on approach, heading to MRY, was flying substantially north of Hwy 68. Noise in our neighborhood was exceptionally loud.	MC	Explained they were F/35's practicing the RNAV approach.	
6	Douglas Philbrick	Pacific Grove	8/5/2023	1:40 AM	Gulfstream 4	10R App	Loud	MC	No arrivals or departures showing at MRY around this time.	Further info supplied to identify the aircraft flying the ILS approach at 0140.
7	Betty Estep	Monterey	8/5/2023	12:28AM 4:18 AM	Unknown	Unknown	Airplane taking off or landing, interrupting my sleep.	MC	Assuming the date was 08/05, there are no departures or arrivals showing around these times.	
8	Betty Estep	Monterey	8/6/2023	12:28 PM	Unknown	Unknown	Airplane taking off or landing, interrupting my sleep.	MC	Assuming the date was 08/06, there are no departures or arrivals showing around these times.	
9	Betty Estep	Monterey	8/7/2023	4:17 AM	Unknown	Unknown	Airplane taking off or landing, interrupting my sleep.	MC	Assuming the date was 08/07, there are no departures or arrivals showing around these times.	

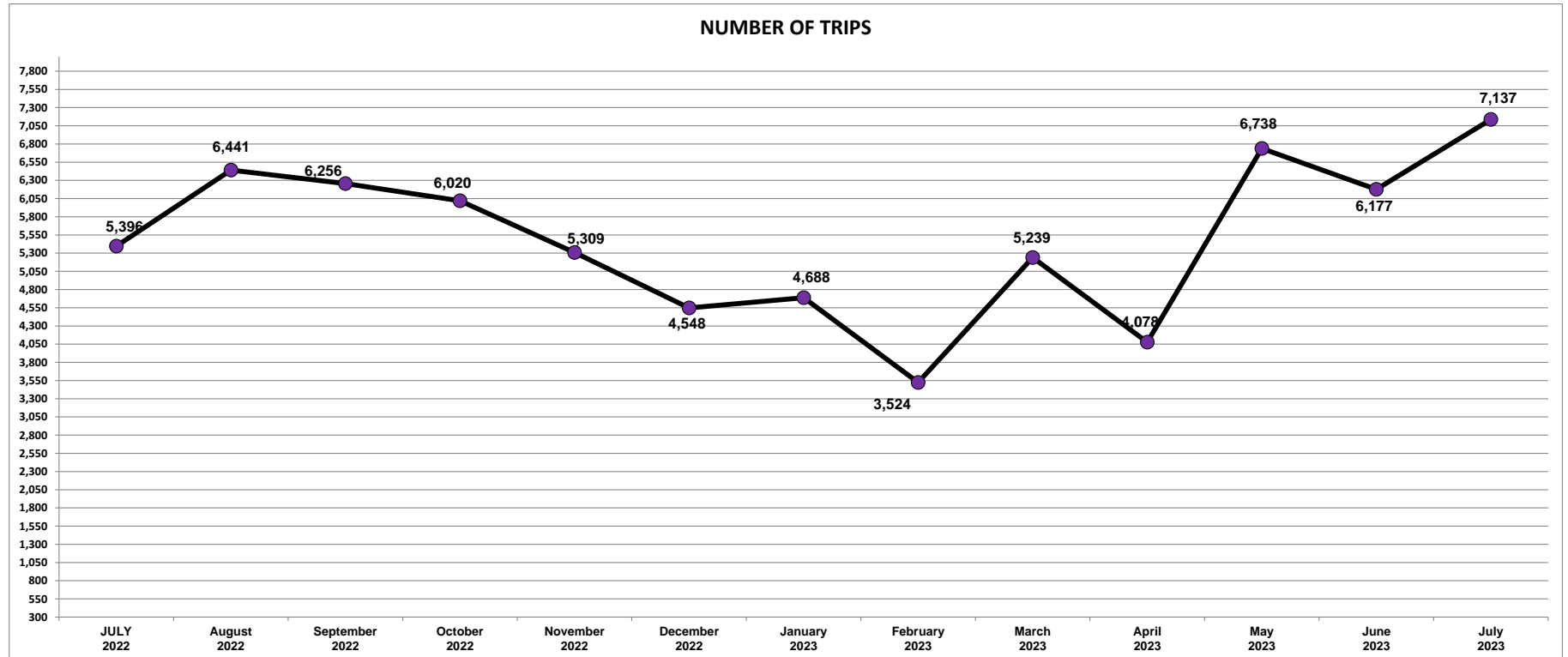
10	Betty Estep	Monterey	8/13/2023	12:04AM	Unknown	Unknown	Noise from plane taking off disturbed my sleep.	BR	The FAA requires that the airport remain open 24hrs and the aircraft traffic pattern at the airport is dictated by the weather conditions, NORCAL Approach and the FAA air traffic control tower staff
11	Douglas Philbrick	Pacific Grove	8/13/2023	12:08 AM	E175	10R App	SKW5614. This is apparently a regularly scheduled flight within the time period designated for "voluntary curfew", which seems dismissive of the very notion of a curfew. Also, in this case, I believe, in the opposite direction of that which has been recommended ("LANDINGS are limited to Rwy 28").	MC	Explained our voluntary curfew is not required by stage 3 commercial aircraft. Also explained conditions will override requests to land on 28L
15	Laura Ann Cote	Monterey	8/18/2023	9:00 AM	Unknown	Unknown	I've lived in my home on 3rd st in Monterey for almost 25 years. This year for car week the airplane noise has been insufferable. They come in or go out over my home all day every 10-15 min. Or sooner! Why are other flight paths not being utilized? This path is not the only one available	MC	Explained we were busier this year and that ATC will optimize airspace to accommodate increase in traffic.
16	Lindsay Lambuth	Fisherman Flats	8/21/2023	12:05 AM	E175	28L App	Large aircraft landing much later than any usual night.	MC	Explained it was the scheduled SFO that was running a little late.
17	Matthew Logan	Pacific Grove	8/21/2023	9:30 AM	Unknown	Unknown	The date and time example is only one of many flights that are now going over my home all day every day. I don't recall when the flights began but it has been at least the last few weeks. These flights are frequent and loud, especially for a residential location in a designated noise sensitive area. These flights are low and loud, several to the point of struggling to hear others in my home talking. It has also now affected my special needs 8 year old son who due to a sensory disorder cannot go outside the home with how frequent the loud planes fly over our home. I'm unsure why there was a change made to the flight paths in and out of Monterey but the current ones these planes are using are severely negatively impacting a noise sensitive residential location.	MC	Explained no flight paths have been changed. Sometimes departures headings are modified to avoid other traffic, as probably happened during this week as the airport was extremely busy with car week.

18	Kathleen Grzanowski	Pasadera	8/21/2023	9:14 PM	A319	28L Arr	large aircraft - the one with 2 engines on the wings (the largest that come into the airport). The noise level was significant. It usually is with this aircraft between 9:05-9:15pm every night but last night it was significantly low, fast, loud and went RIGHT OVER OUR HOME. My husband had a stroke 3 weeks ago and was asleep and it woke him up. Please get these pilots to move further over towards 68 or higher or cut the engine noise. This was the worse yet.	MC	Acknowledged the complaint.
19	Douglas Philbrick	Pacific Grove	8/28/2023	1:27 AM	Lear	10R Arr	Tail number listed in comments	MC	Acknowledged the complaint.
20	Jed Parker	Del Rey Oaks	8/28/2023	11:45AM	GA	Unknown	Single engine plane appears to be taking off, circling, and landing repeatedly. Constant noise from these types of planes negatively affects our quality of life.	BR	Responded that weather and ATCT dictate the traffic pattern and that overflight was unavoidable
21	Jed Parker	Del Rey Oaks	8/30/2023	6:15 PM	C172	Pattern	Hello, Loud, constant, long duration, low elevation circling flights occurring throughout the early afternoon. To a less extent during the day, but particularly bad at dinner time. Can something be done to limit these flights? Regards, Jed	MC	Responded to say an aircraft was doing multiple touch and go's, I have emailed the flight school to once again ensure pilots are aware of our neighbors.
22	Jed Parker	Del Rey Oaks	8/30/2023	8:34 PM	Unknown	Unknown	Hello, Loud. circling activity from small aircraft, maybe touch and go, past 20:00 limitation identified in Noise Abatement Recommendations. Another taking off at 20:42. Regards, Jed	MC	Nothing observed on flightaware. Explained if it was departures he was hearing, we are required to be open 24 hours a day.

AIR OPERATIONS ORIGINATING FROM ANOTHER AIRPORT									
1	Jeannie Young	Monterey	8/30/2023	1:00 PM	F-35 x2	West	The noise from the plane was so loud that it sounded like it was going to fall into our yard. Was it military?	BR	Informed her that it was a flight of 2 F-35s from NAS Lemoore conducting proficiency flights
AIR OPERATIONS OF UNKNOWN ORIGIN									
MONTHLY TOTALS and COMPARISONS									

	Aug-23	Aug-22	% Change	Other Airport	UNKNOWN ORIGINS
Number of Complaints:	22	11	100%	1	0
Number of Operations:	5,621	6,368	-12%		
Annual Total	65	45	44%	1	0

Transportation Network Companies (TNCs)



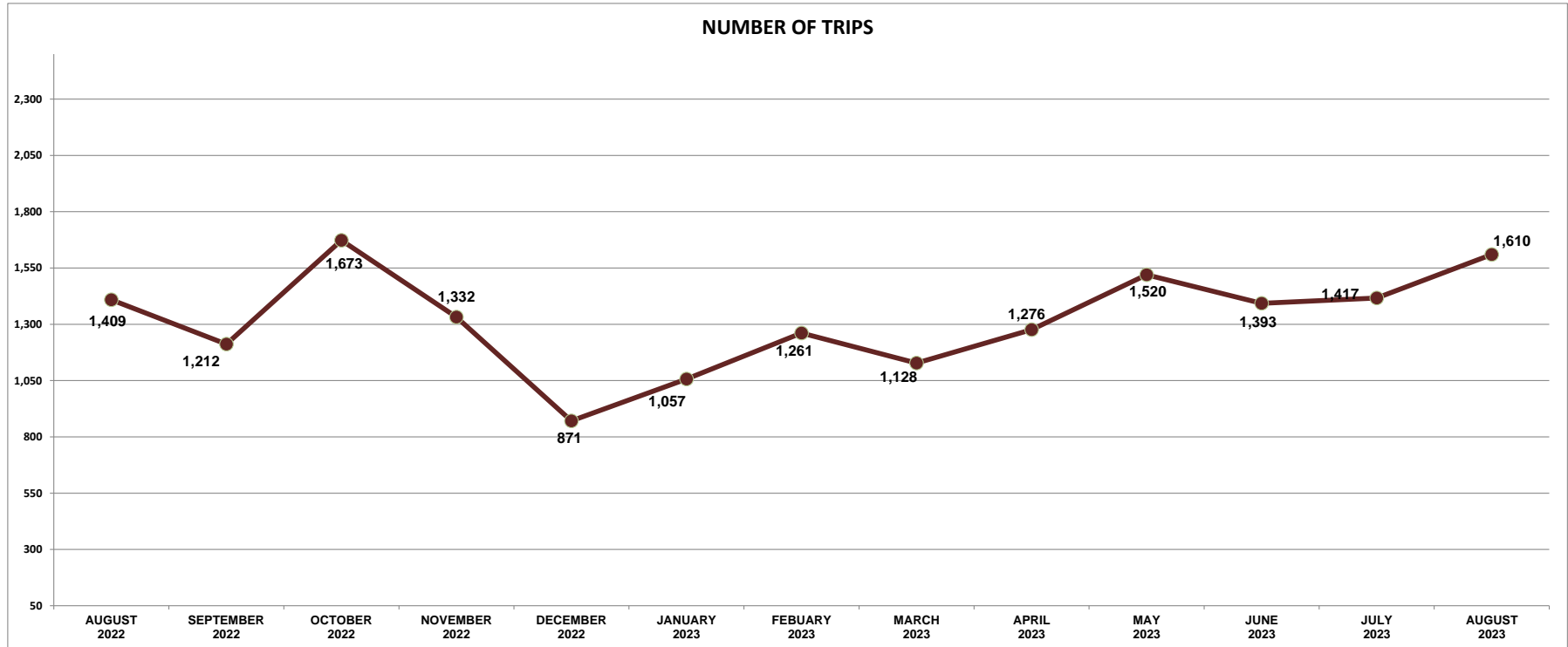
	2022 JULY	2022 August	2022 September	2022 October	2022 November	2022 December	2023 January	2023 February	2023 March	2023 April	2023 May	2023 June	2023 July
NUMBER OF TRIPS	5,396	6,441	6,256	6,020	5,309	4,548	4,688	3,524	5,239	4,078	6,738	6,177	7,137
NUMBER OF TNCs	2	2	2	2	2	2	2	2	2	2	2	2	2
TNC TRIP FEES	\$ 16,188	\$ 19,323	\$ 18,768	\$ 18,060	\$ 15,927	\$ 13,644	\$ 14,064	\$ 10,572	\$ 15,717	\$ 12,234	\$ 20,214	\$ 18,531	\$ 21,411
TNC PAYMENT PENALTIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TNC - TOTAL REVENUE	<u>\$ 16,188</u>	<u>\$ 19,323</u>	<u>\$ 18,768</u>	<u>\$ 18,060</u>	<u>\$ 15,927</u>	<u>\$ 13,644</u>	<u>\$ 14,064</u>	<u>\$ 10,572</u>	<u>\$ 15,717</u>	<u>\$ 12,234</u>	<u>\$ 20,214</u>	<u>\$ 18,531</u>	<u>\$ 21,411</u>

Cumulative 12-Month Operating Income: \$ 198,465

Fiscal Year To Date (July 2023 - June 2024) Operating Income: \$ 21,411

13-MONTH ROLLING COMPARISON

Taxis

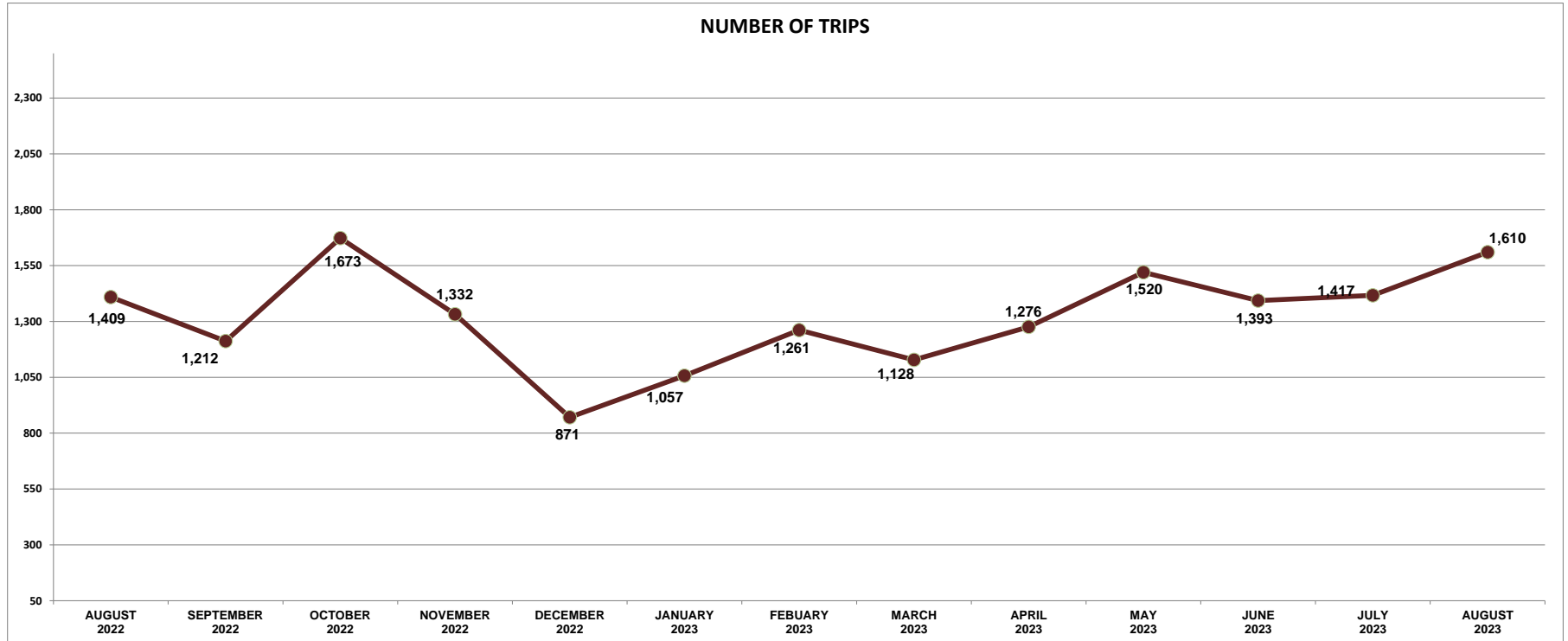


	2022 AUGUST	2022 SEPTEMBER	2022 OCTOBER	2022 NOVEMBER	2022 DECEMBER	2023 JANUARY	2023 FEBRUARY	2023 MARCH	2023 APRIL	2023 MAY	2023 JUNE	2023 JULY	2023 AUGUST
NUMBER OF TRIPS	1,409	1,212	1,673	1,332	871	1,057	1,261	1,128	1,276	1,520	1,393	1,417	1,610
PERMITS SOLD	3	1	0	0	0	1	1	1	0	0	12	14	0
TAXI TRIP FEES	\$ 4,227	\$ 3,636	\$ 5,019	\$ 3,996	\$ 2,613	\$ 3,171	\$ 3,783	\$ 3,384	\$ 3,828	\$ 4,560	\$ 4,179	\$ 4,251	\$ 4,830
TAXI PERMIT FEES	\$150	\$50	\$0	\$0	\$0	\$100	\$100	\$100	\$100	\$100	\$1,200	\$1,400	\$0
TAXI - TOTAL REVENUE	\$ 4,377	\$ 3,686	\$ 5,019	\$ 3,996	\$ 2,613	\$ 3,271	\$ 3,883	\$ 3,484	\$ 3,928	\$ 4,660	\$ 5,379	\$ 5,651	\$ 4,830
CURB MGMT CONTRACT													
OBD LICENSING	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,916	\$ 2,916	\$ 2,916	\$ 2,916	\$ 2,916	\$ 2,916
TAXI - TOTAL EXPENSE	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,916	\$ 2,916	\$ 2,916	\$ 2,916	\$ 2,916	\$ 2,916
OPERATING INCOME / (LOSS)	\$ 2,294	\$ 1,603	\$ 2,936	\$ 1,913	\$ 530	\$ 1,188	\$ 1,800	\$ 568	\$ 1,012	\$ 1,744	\$ 2,463	\$ 2,735	\$ 1,914
FYTD 2024 (July 2023 - June 2024) OPERATING INCOME / (LOSS)													\$ 4,649
CUMULATIVE (12-MONTH) OPERATING INCOME / (LOSS)													\$ 20,406

* February 1st swap to "OBD" system

13-MONTH ROLLING COMPARISON

Taxis



	2022 AUGUST	2022 SEPTEMBER	2022 OCTOBER	2022 NOVEMBER	2022 DECEMBER	2023 JANUARY	2023 FEBRUARY	2023 MARCH	2023 APRIL	2023 MAY	2023 JUNE	2023 JULY	2023 AUGUST
NUMBER OF TRIPS	1,409	1,212	1,673	1,332	871	1,057	1,261	1,128	1,276	1,520	1,393	1,417	1,610
PERMITS SOLD	3	1	0	0	0	1	1	1	0	0	12	14	0
TAXI TRIP FEES	\$ 4,227	\$ 3,636	\$ 5,019	\$ 3,996	\$ 2,613	\$ 3,171	\$ 3,783	\$ 3,384	\$ 3,828	\$ 4,560	\$ 4,179	\$ 4,251	\$ 4,830
TAXI PERMIT FEES	\$150	\$50	\$0	\$0	\$0	\$100	\$100	\$100	\$100	\$100	\$1,200	\$1,400	\$200
TAXI - TOTAL REVENUE	\$ 4,377	\$ 3,686	\$ 5,019	\$ 3,996	\$ 2,613	\$ 3,271	\$ 3,883	\$ 3,484	\$ 3,928	\$ 4,660	\$ 5,379	\$ 5,651	\$ 5,030

	2022 AUGUST	2022 SEPTEMBER	2022 OCTOBER	2022 NOVEMBER	2022 DECEMBER	2023 JANUARY	2023 FEBRUARY	2023 MARCH	2023 APRIL	2023 MAY	2023 JUNE	2023 JULY	2023 AUGUST
CURB MGMT CONTRACT													
OBV LICENSING	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,916	\$ 2,916	\$ 2,916	\$ 2,916	\$ 2,916	\$ 2,916
TAXI - TOTAL EXPENSE	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,916	\$ 2,916	\$ 2,916	\$ 2,916	\$ 2,916	\$ 2,916

OPERATING INCOME / (LOSS)	\$ 2,294	\$ 1,603	\$ 2,936	\$ 1,913	\$ 530	\$ 1,188	\$ 1,800	\$ 568	\$ 1,012	\$ 1,744	\$ 2,463	\$ 2,735	\$ 2,114
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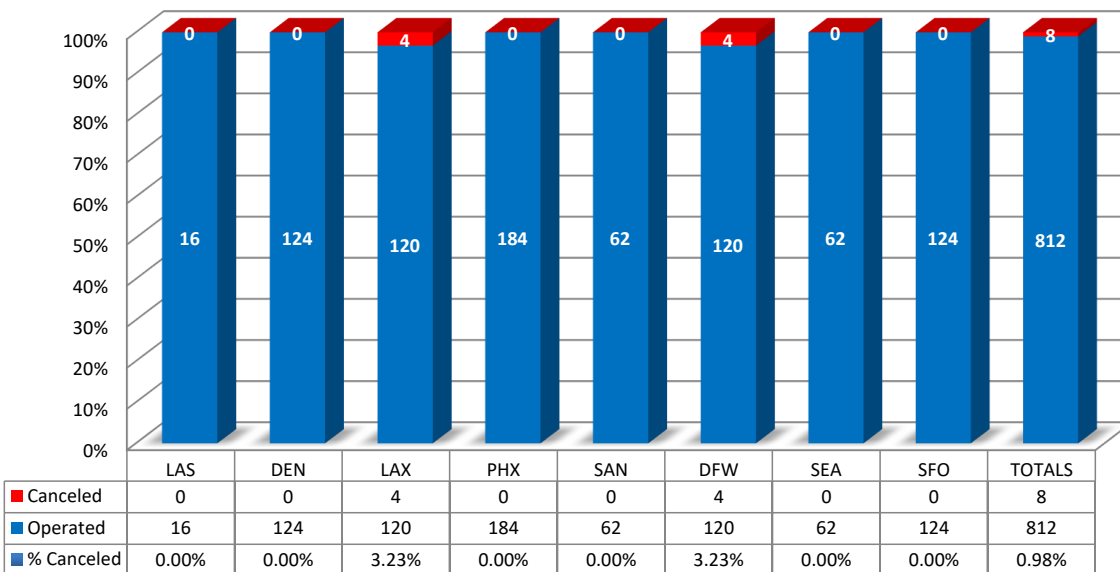
FYTD 2024 (July 2023 - June 2024) OPERATING INCOME / (LOSS)													\$ 2,114
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CUMULATIVE (12-MONTH) OPERATING INCOME / (LOSS)													\$ 20,606
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* February 1st swap to "OBD" system

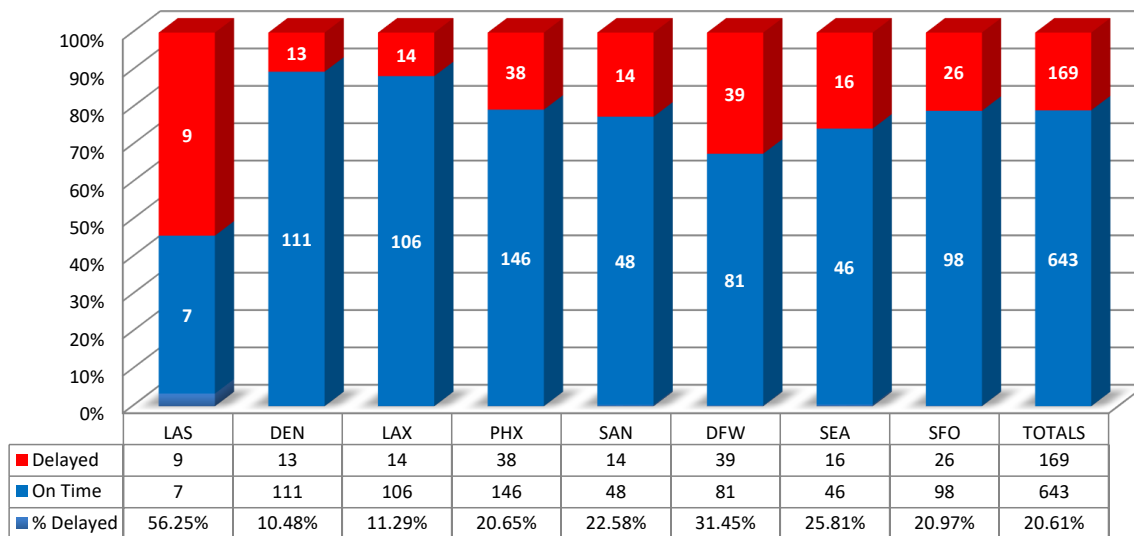
AUGUST 2023

August Commercial Flights Operated vs. Canceled



TOTAL CANCELLATIONS: 8

August Commercial Flights On Time vs. Delayed



TOTAL DELAYED FLIGHTS: 169



Monterey Regional Airport SEPTEMBER 2023 Flight Schedule



		ARRIVALS				DEPARTURES						
Aircraft Type (Seats)	FROM	AIRLINE	FLIGHT	TIME	SCHD	TO	AIRLINE	FLIGHT	TIME	SCHD	Aircraft Type (Seats)	
CRJ700 (66)	LAX		5310	9:40 AM	DAILY	DFW		1835	5:15 AM	DAILY	A319 (128))	
A319 (156)	LAS		63	10:30 AM	MON & FRI EXC 8, 15	PHX		4818	7:30AM	DAILY	EMB175 (76)	
CRJ700 (66)	PHX		3028	10:25 AM	DAILY EXC 3	SFO		5425	6:15 AM	DAILY	EMB175 (76)	
A319 (128))	DFW		2879	11:50 AM	DAILY	LAX		5658	10:30 AM	DAILY	CRJ700 (66)	
EMB175 (76)	SFO		5479	12:10 PM	DAILY	PHX		3003	11:15 AM	DAILY EXC 3	CRJ700 (66)	
EMB175 (76)	DEN		5438	1:30 PM	DAILY EXC 5	LAS		64	12:00 PM	MON & FRI EXC 8, 15	A319 (156)	
EMB175 (76)	SEA		3319	3:40 PM 4:40 PM	1-5 6-30	DFW		2879	12:30 PM	DAILY EXC 3	A319 (128))	
CRJ700 (66)	PHX		3155	3:50 PM	DAILY	DEN		5778	12:55 PM	DAILY	EMB175 (76)	
A319 (156)	LAS		63	3:50 PM	8 & 15	SFO		4729	2:20 PM	DAILY EXC 5	EMB175 (76)	
EMB175 (76)	SAN		3489	12:30PM 1:30PM 7:05PM	7-30 6 1-5	SAN		3473	1:10PM 2:05PM 4:20PM	7-30 6 1-5	EMB175 (76)	
EMB175 (76)	LAX		5233	7:45 PM	DAILY	PHX		222	4:20 PM	DAILY EXC 2, 6, 12, 19, 26	EMB175 (76)	
EMB175 (76)	PHX		3261	8:35 PM	DAILY EXC 2, 6, 12, 19, 26	LAS		64	4:00 PM	8 & 15	A319 (156)	
A319 (128))	DFW		1563	9:00pm	DAILY EXC 3	SEA		3471	5:20 PM 7:45 PM	6-30 1-5	EMB175 (76)	
EMB175 (76)	SFO		5454	9:45 PM 11:30 PM 12:15AM	6-28 29/30 1-5	LAX		4743	8:25 PM	DAILY	EMB175 (76)	

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

TO: Michael La Pier, Executive Director
FROM: Chris Morello, Deputy Executive Director
DATE: September 1, 2023
SUBJ: Planning, Environmental and Maintenance Monthly Project Report

Attached is the current monthly Project Report for the Planning and Maintenance Departments with the following highlights for August 2023:

➤ **ARFF Construction**

- The contractor has continued to complete the interior installation of lighting, fixtures, and painting. The ARFF Vehicle Service Road construction began the week of August 22, 2023. The final building site components including installation of the generator, parking and landscaping all began in August as well.

➤ **Pavement Improvements**

- A preconstruction meeting was held on August 22, 2023 with Coastal Paving and Excavating Inc. The improvements are scheduled to begin on September 5, 2023 and it is anticipated it will be completed by the end of September. Staff are working with the contractor and provided notification to airport tenants and 2801 Monterey Salinas Highway tenants on the construction schedule.

FUNDING				EXPENDITURES				STATUS			
PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2024 Expenditures to Date	8/31/2023	% Physical Complete	Project Name	Current Status	4 Week Look Ahead	
<u>ACTIVE FEDERALLY-FUNDED PROJECTS:</u>											
1	2022-01	79	18-22-C-00-MRY	\$11,209,740	\$5,279,526	\$687,602	\$5,967,128	85%	SEP Phase C1/C2/C3 ARFF Design/Construction Demo/Airfield Access	Mill Construction and Mar Jang Architects have completed the footprint design based on AIP eligibility and the site positioning. The AIP grant was executed on September 22, 2022. The contract for construction was approved at the September 2022 BOD meeting.	Construction began in late November. The exterior walls and roof installation were completed in May 2023. Interior rough in, electrical, sprinklers and HVAC all began in June 2023. Doors, windows and drywall were installed in July. Finishing details were in installed in August. Construction is scheduled to be completed in September 2023.
2	2023-01	TBD	18-22-C-00-MRY	\$3,664,550	\$195,858	\$10,665	\$206,523	5%	SEP Phase D1 Terminal Design	The initial interview panel selected two architectural firms for Board interviews on 10/21/22: HOK was the first-ranked team. The draft HOK Scope of Work was discussed at an online meeting with FAA in February 2023.	The contract for Terminal Design was approved at the April 5, 2023 meeting. Staff are working with HOK on the phase 1 schedule of activities. Grant applications, based on the HOK, KHA and PFM contracts were submitted to the FAA in late April and we anticipate grant offers in September 2023.
3	2024-01	TBD	18-22-C-00-MRY	\$3,157,895	\$0	\$0	\$0	5%	SEP Phase D1 Terminal Design	Same as 2023-01 above.	Same as 2023-01 above.
4	2023-02	TBD	18-22-C-00-MRY	\$2,170,000	\$0	\$0	\$0	0%	RUNWAY 28L-10R TREATMENT		No work has started at this time.
5	2023-03	TBD	18-22-C-00-MRY	\$44,707,180	\$0	\$83,334	\$83,334	0%	SEP Phase B2 Commercial Apron Construction		The low bid contract of \$41,046,883.83 by Graniterock Vanguard JV was approved at the June 21st board meeting. We are awaiting the grant offer, based on bids from FAA. The grant is anticipated to be awarded on or about August 25, 2023.

FUNDING				EXPENDITURES				STATUS			
PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2024 Expenditures to Date	8/31/2023	% Physical Complete	Project Name	Current Status	4 Week Look Ahead	
<u>OUTSIDE FUNDED PROJECTS:</u>											
8	2019-03	N/A	N/A	\$2,828,058	\$937,761	\$3,597	\$941,358	45%	WATER DISTRIBUTION SYSTEM	Capacity testing was completed at both locations, 2999 Monterey Salinas Highway and 2801. The contract amendment with Kimley Horn to design the distribution system was approved at the December BOD meeting.	KHA are completing the water distribution route and project design specifications. A presentation was provided at the April 27, 2023 board meeting. The environmental review was conducted in July/August 2023. A recommendation will be provided to the Board at the September meeting.
9	2023-08	N/A	N/A	\$7,100,000	\$5,309,298	\$885,690	\$6,194,987	70%	SOUTHEAST HANGAR PURCHASE	A purchase agreement with Monterey Fuel Company was approved at the January meeting.	A construction permit for full construction was provided to Avila Construction in May 2023. MFC have committed to a completion of the project for September 2023.
<u>DISTRICT ONLY FUNDED PROJECTS</u>											
11	2020-14	N/A	N/A	\$350,000	\$203,879	\$0	\$203,879	0%	NORTHWEST BUILDING ABATEMENT		Staff are evaluating building 1105 Airport Way.
12	2024-02	N/A	N/A	\$100,000	\$0	\$0	\$0	100%	VEHICLE REPLACEMENT		
13	2023-04	N/A	N/A	\$440,000	\$40,871	\$0	\$40,871	5%	2801 PROPERTY REPAIRS	A bid award to Coastal Paving was approved at the July board meeting and contract execution is in process.	Coastal Paving has been provided a notice to proceed. The work is schedule to be completed in September of 2023.
14	2023-05	N/A	N/A	\$350,000	\$31,661	\$0	\$31,661	5%	FRED KANE-SKYPARK PAVEMENT IMPROVEMENTS		Same as 2023-04 above.

FUNDING				EXPENDITURES				STATUS			
PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2024 Expenditures to Date	8/31/2023	% Physical Complete	Project Name	Current Status	4 Week Look Ahead	
15	2024-03	N/A	N/A	\$225,000		\$0	\$0	0%	AIRFIELD AND PROPERTY MAINTENANCE	A contract for the EMAS Bed inspection was approved by the Board at the August 2023 meeting .	Runway Safe have scheduled the work to commence in September of 2023.
16	2024-04	N/A	N/A	\$55,000		\$0	\$0	0%	TERMINAL AREA IMPROVEMENTS		Staff will bring a contract for the Gate 1 Courtyard wall height increase to the Board at the September 2023 meeting for consideration.



POLICE

DEL REY OAKS

MONTHLY POLICE ACTIVITY REPORT

August 2023

TO: Michael La Pier, Executive Director
FROM: Sergeant Roger Guzman
DATE: September 7, 2023
SUBJECT: Police Activity Report for AUGUST 2023

The following is a summary of significant activity in the Police Department in August, 2023:

Highlights

Del Rey Oaks Police Officers responded to approx 4 **door and gate alarms** in AUGUST.

Training

Officer Dowson provided updated training regarding MRY OPS. Commander Guzman, Officer Dowson, and Mark Curtis meet weekly regarding MRY/DROPD operations.

Calls for Service

1. 08/02/23 3:45 PM Ofcr J Andoy
TSA Check Point
Officer Andoy recovered 8 loose rounds of Ammo from passenger.
2. 08/05/2023 7:47 PM Ofcr Tang
Terminal: Gate 5: Drunk Passenger
Ofcr Tang escorted passenger from Gate 5 due to being intoxicated.
3. 08/16/23 12:35 PM Ofcr J Andoy
Terminal: Front curb
J Andoy observed an unattended box which turned out to be a box of wine bottle.
After review of video, J Andoy found owner/RP.
4. 08/30/23 3:43 PM Ofcr J Andoy
MRY/ Terminal: Suspicious male
Suspicious male near admin office, Ofcr Andoy escorted him from long-term parking lot.

END OF REPORT.