

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

July 19, 2023 - 9:00 AM

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

AND

**Alternate Location
113 Briggs Road
Friday Harbor, WA 98250**

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

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 Airport Property Development & Leases Committee Meeting of June 16, 2023](#)
- Approve 2. [Minutes of the Budget & Finance Committee Meeting of June 16, 2023](#)
- Approve 3. [Minutes of the Regular Meeting of the Monterey Peninsula Airport District Board of Directors of June 21, 2023](#)

- Approve 4. [Minutes of the Special Meeting of the Monterey Peninsula Airport District Board of Directors of June 22, 2023](#)
- Approve 5. [Minutes of the Airport Property Development & Leases Committee Meeting of July 7, 2023](#)
- Approve 6. [Minutes of the Air Carrier Service - Marketing - Community Relations Committee Meeting of July 11, 2023](#)
- Approve 7. Director Sawhney's Request to Attend the CSDA Annual Conference & Exhibitor Showcase, August 28 – 31, 2023 in Monterey, CA
- Approve 8. Director Gaglioti's Request to Attend the CSDA Annual Conference & Exhibitor Showcase, August 28 – 31, 2023 in Monterey, CA

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

G. REGULAR AGENDA - ACTION ITEMS

- Administer 1. [Administer Oath of Office to Board Candidate to Fill a Vacancy on the Monterey Peninsula Airport District Board of Directors in Division 2 for an Unexpired Term Ending December 2024](#)
- Presentation 2. [Public Relations & Advertising Consultant Quarterly Report \(Chris Chidlaw, Chidlaw Marketing\)](#)
- Adopt 3. [Resolution No. 1851, A Resolution Authorizing and Approving the Construction Service Agreement between the Monterey Peninsula Airport District and Coastal Paving and Excavating Inc. for Skypark Drive and the 2801 Property Pavement Rehabilitation](#)
- Adopt 4. [Resolution No. 1852, a Resolution Authorizing the Signature on all Documents Related to the Well Distribution System to the Monterey Peninsula Water Management District at 2801 and 2999 Monterey Salinas Highway, Monterey, CA](#)
- Presentation 5. [Drone and Balloon Update](#)

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 Directors Sabo & 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 Sawney & Leffel

c. Liaison/Representatives:

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

I. CLOSED SESSION

1. **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.
2. **POTENTIAL LITIGATION.** Pursuant to Gov. Code 54957.6(b)(4), the board will meet with the Executive Director and General Counsel related to potential initiation of litigation: one case.
3. **REAL PROPERTY NEGOTIATIONS.** Pursuant to Government Code section 54956.8, the Board will meet with Real Property Negotiators, Executive Director and General Counsel, regarding a portion of the property commonly known as APN Number 013-221-020-000.
4. **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.

J. RECONVENE TO OPEN SESSION

K. PENDING REQUESTS FOR FUTURE AGENDA ITEMS

- Receive Report on Emergency Procedures and Preparedness

L. 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.

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

June 16, 2023 9:00 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 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

The meeting of the Airport Property Development & Leases Committee of the Monterey Peninsula Airport District was called to order at 9:09 AM. Directors Sawhney and Miller, Executive Director La Pier and Acting Board Secretary Adams were present.

B. COMMUNICATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS

Executive Director La Pier gave an update on his meetings with various airline carriers at the JumpStart Conference.

C. PUBLIC COMMENTS

None.

D. REGULAR AGENDA – ACTION ITEMS

Review 1. Leasing Activity Review

Executive Director La Pier referred to plat maps of parcels on two different areas of District property. He explained the history of the ground leases and what each parcel is currently being used for. He reported interest from a current tenant to further improve both their current leased property and possibly a new area.

Directors discussed the idea of a lease amendment and a possible new lease agreement and what might be entailed in order to develop the property.

Executive Director La Pier announced Attorney Holk retired and vacated his office space in 2801 Monterey Salinas Highway. He reported that going forward it will be used as a project office for the terminal design build team, and the rental of that space is eligible to be paid for with grant monies. He further reported it is a large enough space to be shared with another tenant and that there is another party interested in possibly occupying the additional space.

Executive Director La Pier reported on the progress of hangar construction at Monterey Fuel Company.

E. ADJOURNMENT

The meeting adjourned at 10:00 AM.

*Approved at the
Meeting of July 19, 2023*

Mary Ann Leffel, Chair Pro Tem

A T T E S T

*Michael La Pier, AAE
District Secretary*

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

June 16, 2023 – 1:30 PM

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

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A. CALL TO ORDER

The meeting of the Budget & Finance Committee of the Monterey Peninsula Airport District was called to order at 1:33 PM. Directors Leffel & Sabo, Executive Director La Pier, Deputy Executive Director Morello, 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. Resolution No. 1849, A Resolution Approving the Bid for the Commercial Apron Construction and Authorizing Execution of a Contract with Graniterock Vanguard, JV

Deputy Executive Director Morello introduced Item D.1 and explained that Graniterock Vanguard, JV is a joint venture. Graniterock is a local company and will invoice the project; Vanguard will provide the concrete because it is such a large amount.

Deputy Executive Director Morello reviewed the components of the staff report. She reported three proposals were received at the bid submittal deadline. The proposals were opened in a public forum and bid amounts were read aloud as outlined in the proposal documents. C&S Engineers, Inc. reviewed the proposals for consistency, completeness and accuracy, and requirements requested in the Notice to Bidders.

Director Sabo asked about the FAA rules on comps. Deputy Executive Director Morello answered that the independent fee estimate (IFE) must be within 10% under or over. She added the grant is programmed but hasn't come out yet. Executive Director La Pier stated the first grant is for \$20 million and we expect another in the next Federal fiscal year.

Directors discussed the project, the role of the engineers and the project managers, and who would be liable for potential cost overruns under different scenarios.

Executive Director La Pier indicated the biggest impact during construction will be on the parking and there will be extra project management staff on-site to manage that.

Directors Sabo and Leffel both supported Resolution No. 1849.

Review 2. Amendment to the Professional Services Agreement with C&S Engineers Inc. to Provide Design Support Services for the Safety Enhancement Program (SEP) Taxiway A Relocation – Phase B2 Commercial Apron Construction Observations

Deputy Executive Director Morello introduced Item D.2 noting Monterey Peninsula Airport District already has a contract with C&S Engineering. This amendment is for design support, and it is included in the AIP grant agreement.

Director Sabo asked why design support was not part of the original design contract. Executive Director La Pier answered this is to support their design during the construction phase. Deputy Executive Director Morello added that the completed design is needed in order to estimate how much it will cost to manage construction.

Directors Sabo and Leffel both supported approving the amendment to the Professional Services Agreement with C&S Engineers Inc.

Review 3. Amendment to the Professional Services Agreement with Kimley-Horn and Associates, Inc. to Provide Project Management Services in Support of the Safety Enhancement Program (SEP) Taxiway A Relocation – Phase B2 Commercial Apron Construction Observations

Deputy Executive Director Morello stated Kimley-Horn is the project manager for the Safety Enhancement Program (SEP). This is Phase 6, and it requires them to be onsite for the next 18-24 months monitoring for F.A.A. standards. This is included in the AIP grant and the bid was only 1% off of the IFE.

Directors discussed the onsite role of Kimley-Horn, and both supported the amendment to the Professional Services Agreement with Kimley-Horn and Associates, Inc.

Review 4. Resolution No. 1850, A Resolution Ratifying the Emergency Authorization and Allowing Expenditure of Funds for the Purchase of an EV Maintenance Truck

Director Sabo asked if there were any grants available for this purchase. Deputy Executive Director Morello answered we are investigating possibilities. She noted this will occur in the 2023 Fiscal Year budget and we are purchasing locally from CarMax.

Both Directors Leffel and Sabo supported Resolution No. 1850.

Review 5. FYTD 2023 Statements

Controller Wilson reviewed the April 2023 results. Expenses were down and budget expectations were exceeded. Enplanements in April were 23,296 and on track to hit 240,000 by the end of the fiscal year.

Executive Director La Pier reported United Airlines will be increasing the size of some of the planes out of MRY and seats available will continue to increase in FY 2024.

Controller Wilson reported all CARES Act funds have been received.

Review 6. Variance Analysis - MTD and YTD

Director Sabo stated his concern about water usage. Deputy Executive Director Morello reported whenever there is a construction project the water usage goes up due to dust control requirements. The usage is high, but it is billed back to the contractor.

Directors discussed the water, gas, and electric usage, as well as metering and monitoring of meters.

Director Sabo asked why PR expenses are over budget. Executive Director La Pier answered PR consultant services were not budgeted. The expense was budgeted in salaries in FY 2023 and will be properly budgeted in FY 2024.

Director Sabo asked why landings are below budget. Executive Director La Pier answered landings were budgeted based on advance schedules that did not materialize as expected. However, capacity is up and enplanements trail capacity.

Review 7. Accounts Receivable Aged Invoice Report

Director Sabo asked why the percent increase in Accounts Receivable vs. Revenues. Executive Director La Pier answered some is a timing issue. By the end of the month most Accounts Receivable had been collected. We will write off the one abandoned RV storage as uncollectible.

Director Sabo asked why GA Landing Fees are down. Executive Director La Pier answered it was due to the weather in the earlier months of 2023.

Review 8. Grant Funds Balance

No discussion.

Discuss 9. General Discussion

Controller Wilson enumerated four changes to the FY 2024 budget that were made after the Budget Workshop. They included a slight increase in budgeted expense for police services, an increase in the social media budget for software that provides "social listening" and alerts when MRY is being talked about, an increase in liability insurance, and the addition of cyber insurance.

Controller Wilson pointed out there is also \$400k in District cash that is called out in the CIP budget to be included in the AARF project. Deputy Executive Director Morello stated this amount was included in last year's total for the project and the project is not finished. There may be a few items not eligible for grant funds, but we don't anticipate needing the majority of the \$400k.

Executive Director La Pier excused himself from the meeting at 3:40 PM due to a prior appointment.

Directors discussed Project 2022-01, Safety Enhancement Project Phase C1/C2/C3- ARFF Design/Construction/Demo/Airfield Access.

E. ADJOURNMENT

The meeting adjourned at 3:45 PM.

*Approved at the
Meeting of July 19, 2023*

Mary Ann Leffel, Chair Pro Tem

A T T E S T

*Michael La Pier, AAE
District Secretary*

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

June 21, 2023 - 9:00 AM

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

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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 9:00 AM. Directors Pick, Leffel, Sabo 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 Sabo led the Pledge of Allegiance.

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

Director Sabo announced he is resigning effective July 1, 2023 because he is moving out of the District.

Executive Director La Pier reported we've reached agreement with the Pebble Beach Community Services District to use our command vehicle during various events, including at the U.S. Women's Open and in return they will be upgrading the equipment through a use agreement.

Director Miller reminded the board that the Salinas Valley Chamber of Commerce and Peninsula Chamber of Commerce Combined Rodeo Mixer is being held on the Airport observation deck tomorrow evening.

D. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

E. CONSENT AGENDA - ACTION ITEMS

- Approve 1. Minutes of the Regular Board Meeting of May 17, 2023
- Approve 2. Minutes of the Special Board Meeting of May 31, 2023
- Approve 3. Minutes of the Air Carrier Service – Marketing – Community Relations Committee Meeting of June 7, 2023
- Approve 4. The Monterey Peninsula Airport District (MPAD) Mission and Vision Statement as Created During the Special Strategic Plan Workshop Meeting of the MPAD Board of Directors on November 4, 2022

Chair Sawhney pulled Item E.1. Director Leffel moved to approve Items E.2 – E.4. Director Pick seconded. The motion passed unanimously with a roll call vote of 5-0.

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

Chair Sawhney referred to the Minutes of the Regular Board Meeting of May 17, 2023 on page 2, paragraph 3, where it says that District Counsel Huber clarified that nothing (in the Governance Manual) that changes the Executive Director’s relationship with the board can be modified during the contract period. Chair Sawhney stated the discussion was not at that point in the meeting. She asked Counsel Huber if the sentence looked correct to him. Counsel Huber answered yes but he said it later in the meeting.

Director Pick moved to approve the Minutes of the Regular Board Meeting of May 17, 2023 with the addition of the word “later” before the word “clarified”. The motion passed unanimously with a roll call vote of 5-0, with Director Leffel approving under protest.

G. REGULAR AGENDA - ACTION ITEMS

- Introduction 1. Introduce New Del Rey Oaks Police Chief, Chris Bourquin

Executive Director La Pier introduced Del Rey Oaks Police Chief Chris Bourquin. Chief Bourquin apprised the board of his background and stated he was appointed Chief in April 2023 when Chief Hoyne left for the Sheriff’s department. Directors complimented Chief Bourquin.

- Presentation 2. Public Relations & Advertising Consultant Quarterly Report, Chris Chidlaw

Executive Director La Pier tabled Item G.1 due to Mr. Chidlaw being unexpectedly called out of town.

- Adopt 3. Resolution No. 1845, A Resolution Authorizing and Approving the Rates and Charges at the Monterey Regional Airport for Fiscal Year 2024

Executive Director La Pier introduced Item G.3. Controller Wilson indicated there was one change to the Rates and Charges schedule since the Finance Workshop.

Director Pick asked if all rates and charges were reviewed. Executive Director La Pier answered yes; our practice going forward will be to attempt to keep all of our rates and charges within market range. Director Leffel commented, for the record, that typically we would have addressed raising rates sooner

but there were 2-1/2 years of COVID travel restrictions where we gave assistance to those we could, based on the FAA's guidelines, and why we didn't raise rates sooner.

Controller Wilson noted the change on the Rates and Charges schedule is the line-item "Hangar Rental NE Box Hangars" and under the "Unit of Measure per Month" column the parenthetical will read "includes electricity" which is a correction to the packet that says, "electricity not included".

Director Leffel motioned to approve Resolution No. 1845, A Resolution Authorizing and Approving the Rates and Charges at the Monterey Regional Airport for Fiscal Year 2024. Director Miller seconded.

Director Sabo made an alternate motion to approve the Rates and Charges with changes to the Commercial Aviation rates and charges to limit increases for FY 2024 to no greater than 10% and increase terminal space rental charges for airlines to a maximum of 15%. Director Sabo distributed a schedule that annotated his proposed rates for particular items.

Director Miller asked if there was a recommendation from the Finance Committee on this resolution. Director Sabo stated he expressed his concern and the committee had a substantial discussion, although he did not present his proposal. Executive Director La Pier added it was a split recommendation from the Finance Committee.

Chair Sawhney asked for staff perspective. Director Pick made a Point of Order. He asked for a second before discussion on the alternate motion. The alternate motion failed for lack of a second.

Directors discussed Item G.3.

Matt Pasztaianiec, a member of the public and an Airport hangar tenant, asked if Annex A NE Hangar Rent would still increase in graduated steps. Executive Director La Pier answered that is the intent. Mr. Pasztaianiec thanked staff and the board for working with the tenants to find an agreeable solution.

The original motion passed with a roll call vote of 4-1 with Director Sabo voting no.

RESOLUTION NO. 1845

A RESOLUTION AUTHORIZING AND APPROVING THE RATES AND CHARGES AT THE MONTEREY REGIONAL AIRPORT FOR FISCAL YEAR 2024

WHEREAS, periodic adjustment of rates and fees is appropriate in order to achieve the District's goal of recovering the cost of operating and maintaining the Airport and these rates and fees are collected from rents, fees and charges paid by tenants and users of Airport facilities in fair proportion to their respective use, and

WHEREAS, the District has set its airside rates in accordance with the airfield residual cost recovery methodology, and

WHEREAS, the District has set its terminal area rental rates in accordance with the terminal compensatory cost recovery methodology,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT, the following rate and fee schedule (SEE ANNEX A) shall be implemented effective July 1, 2023.

1.0 Aviation & Aviation Related Rates and Fees.

1.1 Landing Fees.

1.1.1 Air Carriers. Provided a signed agreement between an air carrier and the District exists and except as exempted from landing fees by the provisions of Section 1.1.5 of this Resolution, there shall be paid to the District a landing fee for all air carrier operations (including unscheduled charter operations) landing at the Airport (SEE ANNEX A). The landing fee is assessed per thousand pounds of certificated gross landing weight. Air carriers operating without a signed agreement will pay a landing fee equal to two (2) times the established rate.

1.1.2 Freight Forwarding/Cargo Carriers. Except as exempted from landing fees by the provisions of Section 1.1.5 of this Resolution, there shall be paid to the District a landing fee for all freight forwarding/cargo carrier operations (including unscheduled charter operations) landing at the Airport (SEE ANNEX A). The landing fee is assessed per thousand pounds of certificated gross landing weight or per landing.

1.1.3 General Aviation Aircraft. Except as exempted from landing fees by the provisions of Sections 1.1.3.1 and 1.1.5 of this Resolution, there shall be paid to the District a landing fee for all general aviation aircraft operations involving aircraft having a certificated gross landing weight of six thousand pounds (6,000 lbs.) or greater landing at the Airport (SEE ANNEX A). The landing fee is assessed per thousand pounds of certificated gross landing weight.

1.1.3.1 Based Aircraft Exemption. All general aviation aircraft based at Monterey Regional Airport shall be exempt from the landing fees set forth in Section 1.1.3 of this Resolution. General aviation aircraft based at the Airport shall be deemed to include general aviation aircraft for which monthly hangar rentals or tie-down fees are being paid to the District or to a fixed base operator holding a valid lease or rental agreement with the District for the conduct of fixed base operations at the Airport. In addition, general aviation aircraft owned or leased by such a fixed base operator shall be deemed to be general aviation aircraft based at the Airport.

1.1.4 Helicopters. Except as exempted from landing fees by the provisions of Sections 1.1.4.1 or 1.1.5 of this Resolution, there shall be paid to the District a landing fee for all helicopter operations landing at the Airport (SEE ANNEX A). The landing fee for helicopters is assessed per landing.

1.1.4.1 Based Helicopter Exemption. All helicopters based at Monterey Regional Airport shall be exempt from the landing fees set forth in Section 1.1.4 of this Resolution. Helicopters based at the Airport shall be deemed to include helicopters for which monthly hangar rentals or tie-down fees are being paid to the District or to a fixed base operator holding a valid lease or rental agreement with the District for the conduct of fixed base operations at the Airport. In addition, helicopters owned or leased by such a fixed base operator shall be deemed to be helicopters based at the Airport.

1.1.5 General Exemptions. Aircraft landing at the Airport due to mechanical failure or other in-flight emergency shall be exempt from the landing fees set forth in this Resolution. Military aircraft

or aircraft operated by the state or federal government shall be exempt from the landing fees set forth in this Resolution. Medical emergency/medical evacuation aircraft shall be exempt from the landing fees set forth in this Resolution.

1.2 Remain-Over-Night (RON) Fee.

1.2.1 Air Carriers. Provided a signed agreement between an air carrier and the District exists, there shall be paid to the District a RON fee for all air carrier aircraft (including unscheduled charter aircraft) that remain over night at the Airport (SEE ANNEX A). The RON fee is assessed per thousand pounds of certificated gross landing weight.

1.2.2 Freight Forwarding / Cargo Carriers. There shall be paid to the District a RON fee for all freight forwarding/cargo carrier aircraft (including unscheduled charter aircraft) that remain overnight at the Airport (SEE ANNEX A). The RON fee is assessed per thousand pounds of certificated gross landing weight.

1.3 Apron Fee.

1.3.1 Air Carriers. Provided a signed agreement between an air carrier and the District exists, there shall be paid to the District an apron fee for all air carrier aircraft (including unscheduled charter aircraft) that park on the terminal ramp at the Airport (SEE ANNEX A). The apron fee is assessed per thousand pounds of certificated gross landing weight. Air carriers operating without a signed agreement will pay a landing fee equal to two (2) times the established rate.

1.3.2 Freight Forwarding / Cargo Carriers. There shall be paid to the District an apron fee for all freight forwarding/cargo carrier aircraft (including unscheduled charter aircraft) that park on the terminal ramp at the Airport (SEE ANNEX A). The apron fee is assessed per thousand pounds of certificated gross landing weight.

1.4 Gate Fee. Provided a signed agreement between an air carrier and the District exists, there shall be paid to the District a gate fee for non-scheduled (including charter) air carrier aircraft that use the Airport terminal facilities (SEE ANNEX A). The gate fee is assessed per thousand pounds of certificated gross landing weight. Air carriers operating without a signed agreement will pay a landing fee equal to two (2) times the established rate.

1.5 Hangar Rentals. There shall be paid to the District rents for District owned and maintained aircraft hangars (SEE ANNEX A). The hangar rent is assessed by type and location of hangar, except as may otherwise be provided in a contractual agreement between the District (lessor) and a lessee.

1.6 Aircraft Tie-downs. There shall be paid to the District rents for District owned and maintained aircraft tie-down spaces (SEE ANNEX A). The tie-down rent is assessed by aircraft type and location of tie-down, except as may otherwise be provided in a contractual agreement between the District (lessor) and a lessee.

1.7 Fuel Dispensing / Fuel Flowage Fees. There shall be paid to the District a fuel dispensing or fuel flowage fee for each gallon of fuel dispensed at the Airport (SEE ANNEX A). The fuel dispensing or flowage fee is assessed by number of gallons dispensed and by type of fuel.

1.8 Aircraft Parking Fee – Special Events. There shall be paid to the District an aircraft parking fee for Special Events during which any aircraft is parked on any surface at the Airport (SEE ANNEX A). The aircraft parking fee is assessed on a per aircraft, per day (or any portion thereof) basis, for any aircraft that are parked during any Special Event. FY 24 Special Events are the AT&T Pebble Beach National Pro-Am, Car Week/Concours D'Elegance, Hook & Eye, and the Women's LPGA U.S. Open.

1.9 Car Auction Parking Fee – Special Events. There shall be paid to the District a car auction parking fee for Special Events during which cars are parked, presented, and auctioned off at the Airport (SEE ANNEX A). The car auction parking fee is assessed on a per car, per day (or any portion thereof) basis, for any cars that are sold at auction during any Special Event.

2.0 Terminal Area Rents.

2.1 Terminal Building and Adjacent Area Rentals. There shall be paid to the District rents for space in and around the Airport terminal (SEE ANNEX A). These rents are paid by square foot (sq. ft.) or space basis (per month) except as may otherwise be provided in a contractual agreement between the District (lessor) and a lessee.

2.2 Concessionaires. There shall be paid to the District fees for the use of space and the conduct of business in and around the Airport terminal. These fees may be assessed by square foot (sq. ft.) or space basis (per month) or may be assessed as a percentage of gross receipts, or a combination provided in a contractual agreement between the District (lessor) and a lessee or concessionaire.

3.0 Non-Aviation Rents. There shall be paid to the District rents for non-aviation space and facilities on the Airport (SEE ANNEX A). These rents are assessed on a square foot (sq. ft.) or space basis (per month) except as may otherwise be provided in a contractual agreement between the District (lessor) and a lessee.

4.0 Other Fees.

4.1 Miscellaneous Fees. There shall be paid to the District fees for AOA badges, parking permits, SIDA badges, law enforcement activities (reports, incidents and services). These fees are assessed on each activity or service provided by the District to a tenant, tenant-employee, and lessee.

4.2 Tenant Event Support / Tenant Repair & Maintenance Fees. There shall be paid to the District fees for law enforcement support or tenant repair, maintenance services and event fees. These fees will be charged on a per hour rate and due at the completion of law enforcement support or tenant repair & maintenance services, and event fees.

4.3 Airport Events / Filming / Photography - Basic Use Fees. There shall be paid to the District fees for special on property events, motion picture filming or television recording and photography events. These fees will be charged on a per day rate and due in advance when the Facilities Use and License Agreement is executed, and before special on property events, motion picture filming or television recording and photography events occur.

4.4 Late Payment and Credit Card Payment Fees. There shall be paid to the District fees for late tenant or lessee and credit cards payments. These fees will be charged on a percentage of tenant or lessee invoices and are due upon contract terms with the District.

4.5 Notice of Violation Fees. There shall be paid to the District for Rules and Regulations Violations as described in Article 9 and 10. These fees will be assessed on a per incident basis and will escalate from continued or reoccurring violations.

4.6 Business License Fees. There shall be paid to the District a Business License fee for all tenants operating a business on District property. The Business License fee shall be assessed annually on January 1 of each calendar year and prorated for new businesses if implemented after January 1.

5.0 Future Rate Adjustments. The District may implement changes in rates and charges from time-to-time through the adoption of future rates and charges resolutions. During the period following the adoption of this Resolution and until the effective date of a subsequent rates and charges resolution, District leases and rental agreements may provide for adjustments to rates and charges based on changes in consumer price or other indices.

6.0 Severability. If any provision, clause, sentence or paragraph of this Resolution or the application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions of this Resolution which can be given effect without the invalid provision or application and to this end, the provisions of this Resolution are declared severable.

7.0 Effective Date. This Resolution shall take effect on July 1, 2023.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 21st day of June 2023, by the following roll call vote:

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

Adopt 4. Resolution No. 1846, A Resolution Authorizing and Approving the Fiscal Year 2024 Salary Schedule, Listing Salary Ranges for the Monterey Peninsula Airport District

Executive Director La Pier introduced Item G.4 stating this item was covered during the Finance Workshop.

Director Pick moved to approve Resolution No. 1846, A Resolution Authorizing and Approving the Fiscal Year 2024 Salary Schedule, Listing Salary Ranges for the Monterey Peninsula Airport District. Director Leffel seconded.

Directors discussed the job descriptions.

Director Pick amended his motion to approve Resolution 1846 and the job descriptions. Director Leffel seconded the amended motion.

No public comment.

The motion passed unanimously with a roll call vote of 5-0.

RESOLUTION NO. 1846

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

WHEREAS, the District recognizes the need to add a Deputy Executive Director Operations & Maintenance, Financial Analyst, and additional Maintenance Worker positions to support changes in business requirements and increased business activity; and

WHEREAS, the District also recognizes the need to fill a vacant Project Manager and Maintenance Worker position left unfilled during Fiscal 2023; and

WHEREAS, for Fiscal Year 2024 the previously approved salary ranges are adequate to meet currently approved positions therefore no changes are recommended: and

WHEREAS, for the Financial Analyst position the salary range has been added to the FY 2024 Salary Schedule; and

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: That the compensation of all employees of the Monterey Peninsula Airport District as set forth and prescribed in the FY 2024 Salary Schedule Listing Salary Ranges 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" listing salary ranges.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 21st day of June 2023 by the following roll call vote:

AYES: **DIRECTORS:** Pick, Leffel, Sabo, Miller, Chair Sawhney
NOES: **DIRECTORS:** None
ABSTAIN: **DIRECTORS:** None
ABSENT: **DIRECTORS:** None

Adopt 5. Resolution No. 1847, A Resolution Authorizing and Approving the Operating Budget of the Monterey Peninsula Airport District for Fiscal Year 2024

Executive Director La Pier introduced Item G.5. Controller Wilson enumerated small changes made since the Budget Workshop which included an increase in the Social Media budget to subscribe to a social listening software, the addition of cyber liability insurance, and a small increase to our estimate for the police contract, which is still being negotiated.

No public comment.

Controller Wilson answered questions about cyber liability insurance and credit card breaches. He noted that although we accept credit cards, we do not maintain credit card data. He clarified that the total increase in insurance year over year includes increases in insurance renewal rates in addition to adding the new cyber liability insurance.

Director Pick moved to approve Resolution No. 1847, A Resolution Authorizing and Approving the Operating Budget of the Monterey Peninsula Airport District for Fiscal Year 2024. Director Leffel seconded. The motion passed unanimously by a roll call vote of 5-0.

RESOLUTION NO. 1847

A RESOLUTION AUTHORIZING AND APPROVING THE OPERATING BUDGET OF THE MONTEREY PENINSULA AIRPORT DISTRICT FOR FISCAL YEAR 2024

WHEREAS, the estimates submitted to the Board of Directors of the Monterey Peninsula Airport District entitled "Monterey Peninsula Airport District, County of Monterey, State of California, Budget - Fiscal Year 2024," and now on file in the offices of the District, are hereby approved and adopted as the budget of the District for the Fiscal Year 2024, and

WHEREAS, the District's Fiscal Year 2024 revenues are projected to be sufficient to fund expenses, capital expenditures and debt service, and

WHEREAS, the available revenues of the District for the Fiscal Year 2024 are hereby appropriated as set forth and segregated in the operating and capital budgets, and

WHEREAS, all annual salaries, compensations, allowances and operating expenses for the Fiscal Year 2024 as set forth in the operating budget shall be payable in such time, form and manner as is prescribed by the Monterey Peninsula Airport District Act and by Resolution No. 1424, a Resolution Establishing Fiscal Control Policies and Procedures for the Monterey Peninsula Airport District; and

WHEREAS, all debt service expenditures, interest, and principal for the Fiscal Year 2024 are identified and shall be payable in such time, form and manner as prescribed by contract or covenant, are hereby approved, and

WHEREAS, all motions and resolutions and parts of motions and resolutions insofar as they are in conflict with this resolution are hereby repealed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT, the Operating Plan presented in the Budget for Fiscal Year 2024 is hereby established and designated as in the Budget and shall take effect on July 1, 2023.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 21st day of June 2023 by the following roll call vote:

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

Adopt 6. Resolution No. 1848, A Resolution Authorizing and Approving the Capital Budget of the Monterey Peninsula Airport District for Fiscal Year 2024

Deputy Executive Director Morello recapped the projects represented on the Fiscal Year 2024 Capital Improvement Budget. She referred to carry over Project Number 2022-01, Safety Enhancement Project (SEP) Phase C1/C2/C3 - ARFF Design/Construction/Demo/Airfield Access and stated the \$400k in District funds will cover items that are not eligible for the grant such as the actual LEED certification and some miscellaneous items. She remarked that it is not anticipated we will spend the entire amount. Controller Wilson added that \$500k in District funds was included in the FY 2023 budget for this project. It was unintentionally omitted in the Budget Workshop version of the FY 2024 Capital Budget. The \$400k is now included and is a reduction of the amount approved last year.

Director Pick moved to approve Resolution No. 1848, A Resolution Authorizing and Approving the Capital Budget of the Monterey Peninsula Airport District for Fiscal Year 2024. Director Miller seconded. The motion passed by a roll call vote of 4-1 with Director Sabo voting no.

RESOLUTION NO. 1848

A RESOLUTION AUTHORIZING AND APPROVING THE CAPITAL BUDGET OF THE MONTEREY PENINSULA AIRPORT DISTRICT FOR FISCAL YEAR 2024

WHEREAS, the estimates submitted to the Board of Directors of the Monterey Peninsula Airport District entitled "Monterey Peninsula Airport District, County of Monterey, State of California, Budget - Fiscal Year 2024" and now on file in the offices of the District are hereby approved and adopted as the capital budget of the District for the Fiscal Year 2024, and

WHEREAS, it is the desire of the Board of Directors to adopt the "Fiscal Year 2024 Capital Budget" to include capital expenditures identified impacting the Capital Improvement Program (CIP) Budget; and

WHEREAS, The Districts Fiscal Year 2024 revenues or cash reserves are projected to be sufficient to fund capital expenditures: and

WHEREAS, the available revenues of the District for the Fiscal Year 2024 are hereby appropriated as set forth and segregated in the operating budget and may fund the capital budget, and

WHEREAS, all capital expenditures for the Fiscal Year 2024, as set forth in the District Capital Budget, shall be payable in such time, form and manner as is prescribed by the Monterey Peninsula Airport District Act and by Resolution No. 1424, a Resolution Establishing Fiscal Control Policies and Procedures for the Monterey Peninsula Airport District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT, that the Capital Plan for the Fiscal Year 2024 District Capital Budget is hereby established and designated as in the Capital Budget and shall take effect on July 1, 2023.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 21st day of June 2023 by the following roll call vote:

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

A break was taken from 10:40 AM to 10:50 AM.

Adopt 7. Resolution No. 1849, A Resolution Approving the Bid for the Commercial Apron Construction and Authorizing Execution of a Contract with Graniterock Vanguard, JV

Deputy Executive Director Morello introduced Item G.7 reporting that three (3) proposals were received at the bid submittal deadline. The proposals were opened in a public forum and bid amounts were read aloud as outlined in the proposal documents. C&S Engineers, Inc. reviewed the proposals for consistency, completeness, and accuracy of the documents received and requirements requested in the Notice to Bidders dated February 2023. Deputy Executive Director Morello stated Granitrock Vanguard, JV was the lowest responsible bidder at a not to exceed cost of \$41,046,883.83 and Vanguard will provide a sustainable concrete with less carbon emissions.

No public comment.

Staff answered questions about making provisions for lighting, electrical, and a utility corridor, and air conditioning for the airplanes, which would be provided through jet bridges. Deputy Executive Director Morello answered questions about the FAA grant.

Director Pick moved to approve Resolution No. 1849, A Resolution Approving the Bid for the Commercial Apron Construction and Authorizing Execution of a Contract with Graniterock Vanguard, JV. Director Miller seconded. The motion passed unanimously by a roll call vote of 5-0.

RESOLUTION NO. 1849

A RESOLUTION APPROVING THE BID FOR THE COMMERCIAL APRON CONSTRUCTION AND AUTHORIZING EXECUTION OF A CONTRACT WITH GRANITEROCK VANGUARD, JV

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 work and services to be performed under this proposed agreement with Graniterock Vanguard, JV is consistent with, and covered by, the Final EIR for the Airport Master Plan Project; and

WHEREAS, The Federal Aviation Administration (FAA) has programmed the Commercial Apron Construction under the Airport Improvement Program (AIP) with Discretionary and Entitlement Funds; and

WHEREAS, representatives of the Federal Aviation Administration (FAA) approved the Specifications and Invitation for Bids; and

WHEREAS, Invitation for Bids was published in the Monterey Herald on February 7 and February 17, 2023 and a mandatory pre-bid meeting was held on February 28, 2023. Sealed bid proposals were received on April 4, 2023 at 1:00 p.m. PDT and publicly opened; and

WHEREAS, after considering the bids received for the performance of the Commercial Apron Construction it is in the best interest of the Airport to accept the lowest responsive and responsible bid of Graniterock Vanguard, JV.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: That MPAD contract with the firm Graniterock Vanguard, JV for the Commercial Apron Construction, in the amount not-to-exceed for Bid Schedule A of \$23,806,714.00 and in the amount not-to-exceed for Bid Schedule B of \$17,240,169.83, with a contract total amount of \$41,046,883.83, and authorize the Executive Director, or his designee, to execute said contract.

BE IT FURTHER RESOLVED THAT: execution of said contract is conditioned upon receipt of a grant from the FAA in compliance with the grant application and budget as submitted to the FAA.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 21st day of June 2023, by the following roll call vote:

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

- Approve 8. Amendment to the Professional Services Agreement with C&S Engineers Inc. to Provide Design Support Services for the Safety Enhancement Program (SEP) Taxiway A Relocation – Phase B2 Commercial Apron Construction Observations

Executive Director La Pier introduced Item G.8 and remarked that C&S Engineers designed the ramp and this amendment to their services agreement is for them to support their design through the construction phase of the commercial apron construction. Deputy Executive Director Morello reviewed additional details.

Director Leffel moved to approve the amendment to the professional services agreement with C&S Engineers Inc. to provide design support services for the Safety Enhancement Program (SEP) Taxiway A Relocation – Phase B2 Commercial Apron Construction Observations. Director Pick seconded. The motion passed unanimously by a roll call vote of 5-0.

- Approve 9. Amendment to the Professional Services Agreement with Kimley-Horn and Associates, Inc. to Provide Project Management Services in Support of the Safety Enhancement Program (SEP) Taxiway A Relocation – Phase B2 Commercial Apron Construction Observations

Deputy Executive Director Morello introduced Item G.9 saying Kimley-Horn and Associates will provide project management services for the commercial apron construction project and will be on site to observe and report daily. The bid is within 1% of the independent fee estimate.

No public comment.

Director Leffel moved to approve the amendment to the professional services agreement with Kimley-Horn and Associates, Inc. to provide project management services in support of the Safety Enhancement Program (SEP) Taxiway A Relocation – Phase B2 Commercial Apron Construction Observations. Director Miller seconded. The motion passed unanimously by a roll call vote of 5-0.

- Adopt 10. Resolution No. 1850, A Resolution Ratifying the Emergency Authorization and Allowing Expenditure of Funds for the Purchase of an EV Maintenance Truck

Executive Director La Pier introduced Item G.10 and stated the funds to purchase an electric vehicle truck were in the FY 2024 Budget. The oldest maintenance truck recently expired so the need for a truck is now. Staff recommends the board allow the expenditure of funds immediately.

Director Pick moved to adopt Resolution No. 1850, A Resolution Ratifying the Emergency Authorization and Allowing Expenditure of Funds for the Purchase of an EV Maintenance Truck. Director Leffel seconded.

Staff answered questions regarding possible grant funding, the warranty available on the vehicle that has been sourced, and what means are available to the airport to charge the vehicle.

No public comment.

The motion passed unanimously by a roll call vote of 5-0.

- Action 11. Governance Manual Modifications

District Counsel Huber reviewed the proposed modifications to the Governance Manual. They included modification to the amount of time members of the public may address the board for each item, ensuring

backup material is included in board agendas, a time limit for board meetings, committee and liaison reports being done in writing, and memorialization of the Agenda Action Item Procedure.

Director Sabo objected to the time limit on board meetings and to the written committee report. He also requested modifications be made to assure the Board Chair and Executive Director review the agenda prior to publication and that any director can place an item on the agenda with concurrence of one other director. He distributed his suggested edits which included a handwritten modification to his original suggestion. Director Sabo's suggested additions are to page 11 to add that "any member of the committee may add an item to the agenda prior to the publication deadline", and on page 23 to add "The Board Chair and the Executive Director will review the planned agenda prior to publication", and the addition of the sentence "Any Director may place an item on the agenda with the verbal concurrence of at least one other Director".

Directors discussed the proposed modifications. Director Leffel proposed changes to page 26 to reflect actual practice of staff preparing attendance reports.

Director Pick moved to adopt the modifications to the Governance Manual as recommended by the staff report, Director Sabo's suggestions in his typed handout as edited by hand to say, "The Board Chair and Executive Director will review the planned agenda prior to publication", and the page 26 edit to take out "Directors must" and replace it with "attendance reports must be prepared".

Director Leffel seconded.

Executive Director La Pier asked to consider clarification to page 22, Item 8 A, where it says "must be approved by the Chair" so that it is explicit that the Chair can add to the agenda. District Counsel Huber suggested adding a sentence that says, "The Chair may place an item on the agenda which item has not previously been approved by the board".

Director Pick amended his motion to include the page 22 clarification as suggested by District Counsel Huber. Director Leffel seconded the amended motion.

Director Sabo objected to the suggested time limit to board meetings. Chair Sawhney explained her reason for being in favor of the time limit described in Item 3 of the staff report. District Counsel read from the staff report that "any item shall be continued to the next meeting unless a majority of the board directs otherwise", which gives the board the latitude to continue. Director Sabo stated concern about a majority cutting off debate. District Counsel Huber explained a board member can always move to end debate. Once seconded it requires an immediate vote with no discussion. Director Miller moved to end debate. Director Pick seconded. The motion to end debate carried by a roll call vote of 4-1 with Director Sabo voting no.

The amended motion to approve modifications to the Governance Manual passed by a roll call vote of 4-1 with Director Sabo voting no.

RESOLUTION NO. 1850

A RESOLUTION RATIFYING THE EMERGENCY AUTHORIZATION AND ALLOWING EXPENDITURE OF FUNDS FOR THE PURCHASE OF AN EV MAINTENANCE TRUCK

WHEREAS, the maintenance department 2003 Ford Ranger transmission has failed and the vehicle is no longer usable; and

WHEREAS, with the inoperability of the current truck, staff found a Ford F150 Lightning XLT EV

through Car Max with only 5,000 miles that is available for purchase and EV trucks are very difficult to locate and usually are not in the dealership for very long, and

WHEREAS, the FY23 CIP budget Project 2022-03 Vehicle Replacement will be increased by \$80,000 for a total of \$163,000; and

WHEREAS, the FY23 Project 2020-14 will be decreased by \$80,000 for a total project budget of \$270,000; and

WHEREAS, with the combined changes to the two projects listed above there is no change to the total FY23 CIP budget; and

WHEREAS, the emergency authorization requires the approval of the Board of Directors of the Monterey Peninsula Airport District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: The Board of Directors of the Monterey Peninsula Airport District does hereby ratify, authorize, and approve the expenditure estimate of \$80,000 for the purchase of a Ford F150 Lightning XLT EV.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 21st day of June 2023 by the following roll call vote:

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

Presentation 12. Drone and Balloon Update

Chair Sawhney suggested Closed Session come prior to Item G. 12 and Item G.13 since one Director must leave at 2:00 PM. The board concurred.

I. CLOSED SESSION

1. **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.
2. **REAL PROPERTY NEGOTIATIONS.** Pursuant to Government Code section 54956.8, the Board will meet with Real Property Negotiators, Executive Director and General Counsel, regarding a portion of the property commonly known as APN Number 013-221-020-000.
3. **QUARTERLY GOAL UPDATE.** Pursuant to Gov. Code section 54957(b)], the Board will meet with the Executive Director and District Counsel to consider the quarterly goal update related to the following position: Executive Director.

District Counsel Huber stated Chair Sawhney would recuse herself from Item I.2. The board entered Closed Session at 12:29 PM.

J. RECONVENE TO OPEN SESSION

The board reconvened to Open Session at 2:05 PM. District Counsel reported that Chair Sawhney was excused from discussion for Items I.1 and I.2, Director Leffel left the meeting at 12:45 PM, and Director Pick left the meeting at 2:00 PM. There was no reportable action taken in Closed Session.

Presentation 12. Drone and Balloon Update

Director Miller recommended this item be tabled until there is a full board present. The board concurred.

Discuss 13. Current Police Services Contract

Item G.13 was covered in previous discussions.

H. BOARD COMMITTEE REPORTS AND ACCEPTANCE OF DEPARTMENT REPORTS

Standing Committees:

- | | |
|---|----------------------------|
| i. Budget and Finance | Directors Sabo & 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 Sawney & Leffel |
|-------------------------------|--------------------------|

c. Liaison/Representatives:

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

Director Sabo reiterated a prior suggestion to include in the Operations “Cancellations and Delays” report a notation of where a commercial flight cancellation or delay originates.

K. PENDING REQUESTS FOR FUTURE AGENDA ITEMS

- Receive Report on Emergency Procedures and Preparedness
- Consider Revision to Board Governance Manual – Board Chair Review of Agendas Prior to Posting
- Consider Revision to District Contracting Procedures – RFPs to Stipulate that Propriety Cost Data is to be Submitted Separately from the Main Proposal Document
- Consider Revision to Board Governance Manual – All RFPs for Services or Capital Projects to be Posted Prominently on the Website and Remain Posted until Awarded or Withdrawn

The pending request to “Consider Revision to Board Governance Manual – Board Chair Review of Agendas Prior to Posting” was disposed of during Item G.11.

L. DISCUSSION OF FUTURE AGENDAS

None.

M. ADJOURNMENT

The meeting adjourned at 2:13 PM.

*Approved at the
Meeting of July 19, 2023*

Mary Ann Leffel, Chair Pro Tem

A T T E S T

*Michael La Pier, AAE
District Secretary*

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

June 22, 2023 – 1:30 PM

NOTICE REGARDING A RETURN TO IN-PERSON PUBLIC PARTICIPATION AT MONTEREY PENINSULA AIRPORT DISTRICT BOARD 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 Board Meeting in person and request to speak to the Board when the Chair calls for public comment. In general, remote comments will not be allowed, except as outlined in the limited circumstances below.

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

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

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

A. CALL TO ORDER/ROLL CALL

Chair Sawhney called to order the Special Meeting of the Monterey Peninsula Airport District Board of Directors at 1:40 PM. Director Leffel, Director Sabo, and Director Miller were present. 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

Executive Director La Pier led the Pledge of Allegiance.

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

Executive Director La Pier announced the Monterey Chamber of Commerce and Salinas Chamber of Commerce Combined Rodeo Chamber Mixer will be held this evening on the Airport observation deck.

D. REGULAR AGENDA - ACTION ITEMS

Approve 1. Proclamation in Recognition of William Sabo

Chair Sawhney presented Director Sabo with a Proclamation recognizing, and expressing the board's appreciation for, his exceptional service to the Monterey Peninsula Airport District and extending best wishes for continued success in all his endeavors.

Director Sabo thanked Staff, Directors, and the public who supported him. Directors expressed their individual thanks.

No Public Comment.

Determine 2. Procedure for Filling Vacancy on Board of Directors

District Counsel Huber reported the board must choose the manner in which to fill a board vacancy. They can appoint someone to serve out the unexpired term within 60 days of the vacancy or decide to hold a special election. He noted Director Sabo is not allowed to participate in this decision. Counsel Huber recommended the board fill the vacancy by appointment.

Director Miller moved to fill the vacancy on the Monterey Peninsula Airport District Board of Directors by appointment. Director Leffel seconded.

Director Pick joined the meeting at 2:00 PM.

Chair Sawhney provided an overview of the motion for Director Pick's benefit.

No Public Comment.

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

Directors discussed appropriate physical locations for posting the vacancy notice and agreed to advertising in the Monterey Herald and Carmel Pinecone, at minimum, as well. It was determined by consensus applications for board member would be due on July 12, 2023 at 5:00 PM and interviews would be held at a special meeting on July 14th beginning at 9:00 AM, with the intent to appoint and seat a new board member at the regular board meeting on July 19, 2023.

Directors discussed the fact that Director Sabo was signing documents as Chair Pro Tem and who would replace him in that position. It was agreed by consensus that the authority to sign as Chair Pro Tem would be extended to Director Leffel immediately, although she would not be formally seated as Chair Pro Tem until the next board meeting.

Discussion 3. Monterey Regional Airport New Terminal Board Visioning Workshop with HOK Design Leadership Team

Bart Van Vliet and the HOK management team facilitated a visioning workshop for the board in relation to the new MRY terminal building design. The workshop was interactive and designed to find common likes and dislikes by tagging images that represented different elements of the design and what the board hopes the design will represent to those who use it.

Executive Director La Pier commented that this is the first of a number of workshops that will be scheduled. In the future, similar exercises will be conducted with the public.

E. ADJOURNMENT

The meeting adjourned at 4:11 PM.

*Approved at the
Meeting of July 19, 2023*

Mary Ann Leffel, Chair Pro Tem

A T T E S T

*Michael La Pier, AAE
District Secretary*

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

July 7, 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 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 8074 8926**. The password for this meeting is: **20230707**. If you do not have access to the internet, you may listen telephonically by calling (253) 215-8782 and entering the same Meeting ID and password.

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

The meeting of the Airport Property Development & Leases Committee was called to order at 10:00 AM. Directors Sawhney and Pick, Executive Director La Pier, and Acting Board Secretary Adams were present.

B. COMMUNICATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS

None.

C. PUBLIC COMMENTS

None.

D. REGULAR AGENDA – ACTION ITEMS

Review 1. Leasing Activity Review

Executive Director La Pier reported there is a State Assembly Bill 893 that proposes requirements for peer-to-peer car rental companies. He reminded Directors we already have an agreement with Turo, Inc. and we are in good stead with the requirements.

Executive Director La Pier updated Directors on a meeting with a current tenant about future development and additional land leases. Directors discussed potential terms and opportunities.

Executive Director La Pier updated Directors on discussions regarding the office space recently vacated at 2801 Monterey Salinas Highway saying there is a possibility of a long-term lease for that space.

Directors discussed possibilities for where to locate Airport administrative personnel once the new terminal building is built.

Directors discussed the parking lot lease. Executive Director La Pier stated the lease expires in July 2023, but will continue on a month-to-month basis, probably at least until the terminal building is done. Directors discussed different types of parking lot technology that would allow for complete automation.

E. ADJOURNMENT

The meeting adjourned at 11:10 AM.

*Approved at the
Meeting of July 19, 2023*

Mary Ann Leffel, Chair Pro Tem

A T T E S T

*Michael La Pier, AAE
District Secretary*

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

July 11, 2023 – 1:30 PM

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 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: **836 8449 0296**. The password for this meeting is: **20230711**. If you do not have access to the internet, you may listen telephonically by calling (253) 215-8782 and entering the same Meeting ID and password.

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

The meeting of the Air Carrier Service – Marketing – Community Relations Committee Meeting was called to order at 1:36 PM. Director Pick, Executive Director La Pier, and Acting Board Secretary Adams were present. Director Sawhney joined the meeting at 1:43 PM.

B. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

None

C. REGULAR AGENDA – ACTION ITEMS

Discussion 1. Landrum & Brown June 2023 Report

Executive Director La Pier remarked that across the country the 4th of July was the busiest day ever for TSA. He reviewed the Landrum & Brown Air Service Report noting that San Jose's demand is not rebounding as well as other Bay Area markets and we continue to take some market share from them. He noted the scheduled capacity report shows there are fewer departures, but seat capacity is up. This is due to the larger aircraft being put into service to partially combat the pilot shortage.

Discussion 2. Air Carrier Service Development Update

Executive Director La Pier reported preliminary June enplanements are the highest ever at almost 25,000. He noted that even though departures are down, passengers are up.

Chair Sawhney joined the meeting at this point.

Executive Director La Pier gave a report on possible seasonal service with one of the ultra-low cost carriers. He also reported he will be meeting with a major airline here in August to discuss opportunities for new service.

Executive Director La Pier answered questions about the Cancellations and Delays report stating there were some operations issues that affected Allegiant's schedule in June and severe weather in Dallas affected some American flights.

Discussion 3. Local Marketing and Outreach Update

Director Sawhney asked about the new creative being developed for marketing and PR. Executive Director La Pier stated Creative refers to television advertisements and there is new messaging to emphasize the idea of convenience and ease in using Monterey Regional Airport.

Executive Director La Pier discussed possible future PR, advertisements, and sponsorships. He noted we renewed our Monterey Bay Football Club sponsorship.

Executive Director La Pier pointed out the growth in organic visitors to our web site is a good indicator that we are reaching more people with our PR and social media paid and boosted ads.

Director Sawhney suggested partnering with MCCVB and other hospitality associations to utilize some of their photography of the area.

Executive Director La Pier reported we will start to refresh the commercial website now that the budget has been approved. In addition, staff just got approval from Apple for the new app for MRY to be released and that will be advertised soon.

Discussion 4. Passenger Comments, Services and Amenities Update

In relation to Terminal Feedback, Executive Director La Pier noted it was difficult to find a television channel that was acceptable to all passengers.

Discussion 5. Community Noise Concerns Update

Executive Director La Pier referred to the one complaint about the early morning noise and said it was likely the diesel engines that start up to power the aircraft go on about that time. If it is a very quiet morning it can be heard quite far away. The new terminal will have jet bridges that will have electricity to power the plane and that is when this noise will go away.

Director Pick asked for an update on the cell phone data the Airport purchased with Visit Carmel. Executive Director La Pier responded they are still refining the product to suit our needs. We did use some of the data for Jumpstart Conference but the data driven dashboard is still being modified to create specific reports. The report is based on area codes but it knows if the phone resides here even if it is not an 831 area code.

E. ADJOURNMENT

The meeting adjourned at 2:10 PM.

*Approved at the
Meeting of July 19, 2023*

Mary Ann Leffel, Chair Pro Tem

A T T E S T

*Michael La Pier, AAE
District Secretary*



MONTEREY PENINSULA AIRPORT DISTRICT OATH OF OFFICE

I, _____, do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

And I do further swear that I do not advocate, nor am I a member of any party or organization, political or otherwise, that now advocates the overthrow of the Government of the United States or of the State of California by force or violence or other unlawful means; that within the five years immediately preceding the taking of this oath (or affirmation) I have not been a member of any party or organization, political or otherwise, that advocated the overthrow of the Government of the United States or of the State of California by force or violence or other unlawful means except as follows:

_____ No Exceptions _____

(If no affiliations, write in the words "No Exceptions")

and that during such time as I hold the office of Director, I will not advocate nor become a member of any party or organization, political or otherwise, that advocates the overthrow of the Government of the United States or of the State of California by force or violence or other unlawful means.

Dated: _____

Name



Quarterly Update

PUBLIC RELATIONS, ADVERTISING & SOCIAL MEDIA

MARCH-JUNE 2023



Public Relations & Advertising

HIGHLIGHTS FOR THE QUARTER

PRESS RELEASES

- Youth Art Month
 - Promote Art at the Airport Youth Exhibit
- Women in Aviation Week
 - Highlighting Pioneering Women of Monterey County Exhibit
- Summer Travel
 - Media Follow-Up
- Proclamation Honoring Director Leffel's Years of Service
- INDYCAR Terminal Display
 - Promoting WeatherTech Raceway events
- Gold Star Mother Travel Support
- Instrument Landing System Restoration

MEDIA COVERAGE INCLUDED

- Aviation Pros - Announcing \$3M in Federal Funding for Terminal
- KION, KSBW and Carmel Pine Cone - Highlighting Art at the Airport Youth Art Gallery
- Luxury Travel Magazine – Featuring Monterey as one of the most luxurious destinations to take your private jet
- ClassicCars.com - Highlighting INDYCAR Terminal Display
- Travelgossiping and Modern Luxury Silicon Valley – Featuring MRY
- Monterey Herald, KION, KSBW, Monterey County Weekly, Carmel Pine Cone - Reporting on Fire Services Contract
- Salinas Valley Business Journal - Full Page Print Feature
- Monterey Herald - Front page article on Gold Star Mother
- Carmel Magazine – Featured in Summer 2023 Issue
- Coastal Grower – Featured in Summer 2023 Issue (not yet published)

ROADSHOW PRESENTATIONS

- Monterey County Convention and Visitor Bureau
- Monterey Peninsula Sunrise Rotary Club
- Salinas Valley Chamber of Commerce
- Monterey County Farm Bureau
- Salinas Rotary Club
- Upcoming Roadshow Appointments
 - Salinas Valley Chamber of Commerce (luncheon)
 - Monterey Peninsula Chamber of Commerce (luncheon)



ADVERTISING FOCUS

- During the reported quarter, summer travel was the focus
 - Television commercial featured several one-stop connections departing MRY to destinations across the country and world
 - Print advertisements promoted the different destinations out of MRY



ADVERTISING PLACEMENT

- Television Placement

- KSBW Local News
- KION Local News
- KCBA 10 PM News
- March Madness Basketball
- The Masters Golf Tournament
- Warriors Basketball Playoffs
- PGA Golf Championship
- U.S. Women's Open Golf Championship
- MLB Giants Baseball

- Print Placement

- Salinas Valley Business Journal
- Monterey Herald
 - NorCal Travel and Tourism Guide
- Monterey County Weekly
- Carmel Magazine
- Coastal Grower

OTHER PROJECTS

- New Seattle Creative
- New Dallas Creative
- Content Plan for FY 2024
- Sponsorships
 - Monterey Bay F.C. Union
 - Big Sur International Marathon

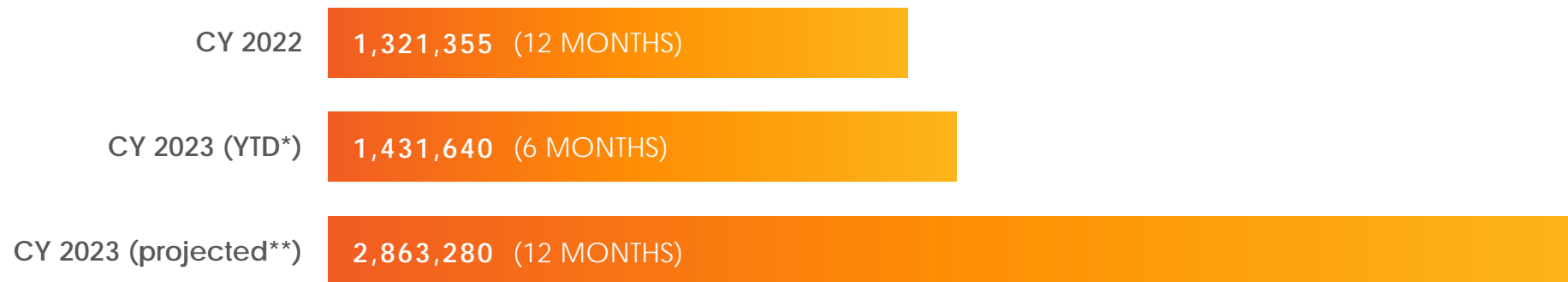


Social Media

REVIEW OF THE QUARTER AND YEAR

ANNUAL REACH

Calendar Year totals reflect the sum of reach of all digital media platforms including website, social media and paid social ads



* YTD total for period of January 1st through June 30th

** Projected total for CY 2023 calculated from the average monthly reach of CY 2023 YTD

MONTHLY REACH

Average monthly reach for CY 2022: 105K

Average monthly reach for CY 2023 (YTD): 284K

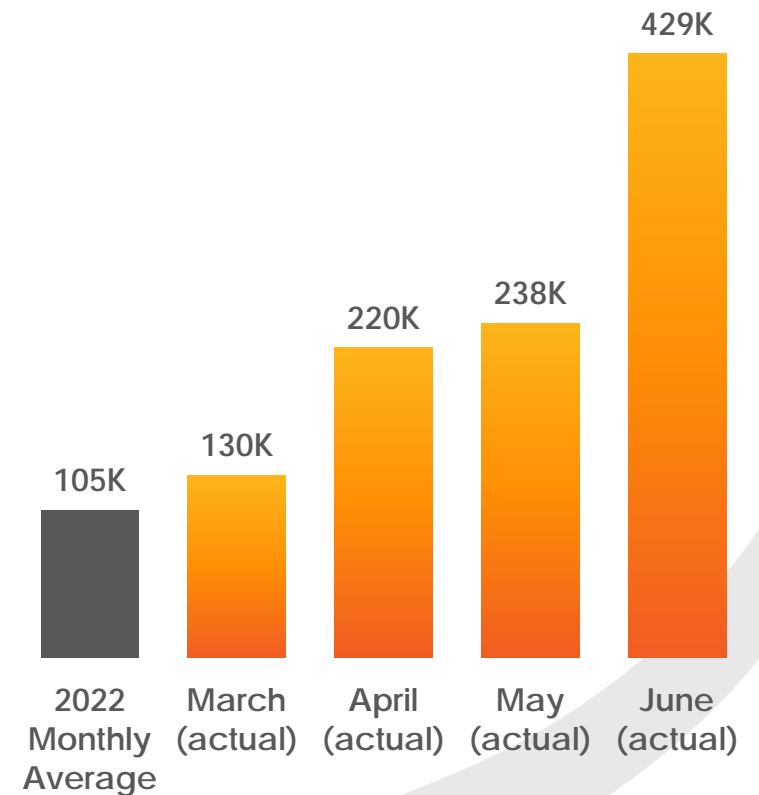
- Total reach in June 2023 was higher than any other month in the reported history of our digital media efforts (reported history goes back to 2017)
- Top 5 highest reported monthly reach:
 - JUN 2023: 429K (this quarter)
 - MAY 2023: 238K (this quarter)
 - APR 2023: 220K (this quarter)
 - FEB 2023: 218K
 - AUG 2022: 212K

QUARTERLY REACH BY MONTH

In the reported quarter of March through June, we reached the most people in June (238K)

- As noted, we reached more people this June than in any other month of reported digital media history

Total reach this quarter: **1,122,590**



QUARTERLY REACH BY PLATFORM

In the reported quarter of March through June 2023, we have reached the most people through paid social ads (535K)

- Total social ad spend this period was \$4,300



SOCIAL MEDIA AD SPEND

REPORTED QUARTER (MARCH-JUNE)

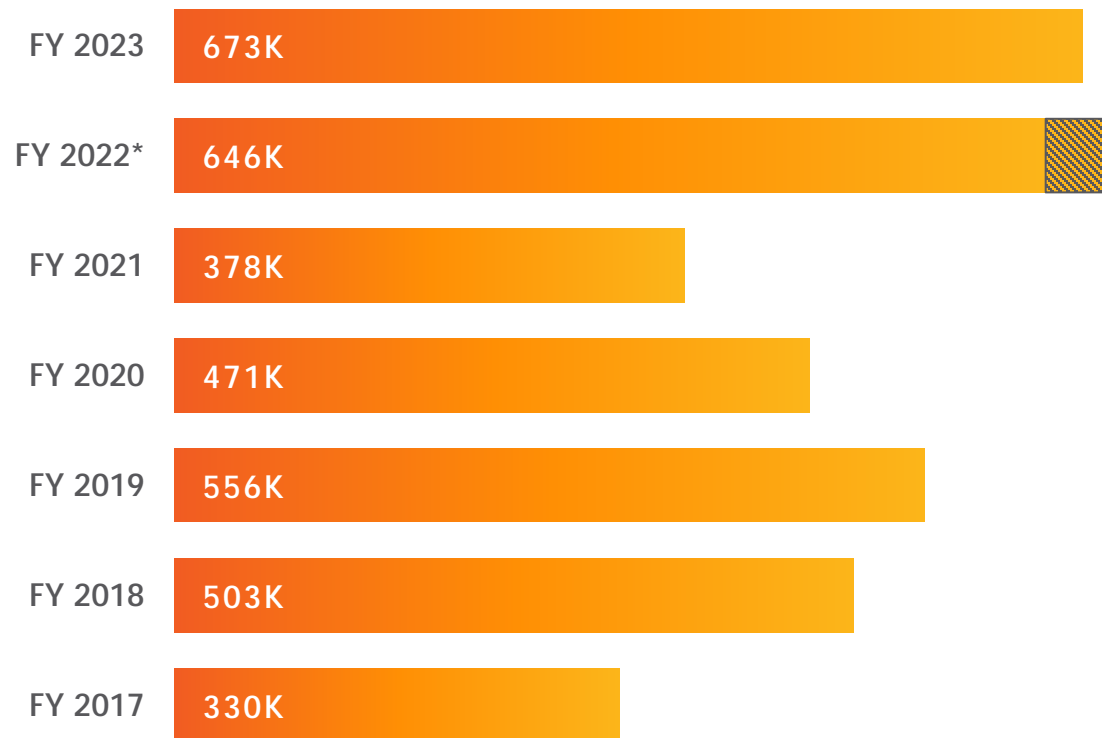
Total ad spend: \$4.3K

Total number of accounts reached: 535K

Total results (link clicks, engagements, etc.): 10.1K

Total Cost Per Result (CPR): \$0.42

WEBSITE REACH BY FISCAL YEAR



We had more “normal” page views in FY 2023 than ever before in website history

* In FY 2022, 47K page views were for the COVID-19 Testing pages and since that traffic was “abnormal”, it is not reflected in the FY 2022 total of 646K

Thank You

PREPARED BY:

CHRIS CHIDLAW - PRESIDENT - CHIDLAW MARKETING

AMANDA AUKER - SOCIAL MEDIA SPECIALIST - MONTEREY REGIONAL AIRPORT

TO: Monterey Peninsula Airport District Board of Directors
FROM: Michael La Pier, Executive Director
SUBJ: Resolution No. 1851, A Resolution Authorizing and Approving the Construction Service Agreement between the Monterey Peninsula Airport District and Coastal Paving and Excavating Inc. for Skypark Drive and the 2801 Property Pavement Rehabilitation

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 1848. The District-Only funded Capital Improvement Projects 2023-04, 2801 Property Repairs (Budget total \$440,000) and 2023-05 Skypark Pavement Improvements (Budget total \$350,000) a combined project budget of \$790,000 was included as FY24 capital improvement projects. These projects are Exempt from California Environmental Quality Act (CEQA) per exemption Article 19, Section 15301, Class 1.

SCOPE OF WORK. Engineers Analysis:

Three (3) proposals were received at the bid submittal deadline. The proposals, as published, were opened in a public forum and bid amounts were read aloud as outlined in the proposal documents. Neill Engineering reviewed the proposals for consistency, completeness, and accuracy of the documents received and requirements requested in the Notice to Bidders.

In accordance with the Notice Inviting Sealed Bids and the Addendums, bid documents separated the projects with two distinct bid schedules; Bid Schedule A *Terminal Roads Improvements* and Bid Schedule B *Fenton and Keller Parking Lot*. Also, included in the bid document request was a bid additive to remove and replace 240LF of concrete curb that was not included in the bases of award.

The project scope includes repair of pavement failures, pavement patching, concrete curb and gutter reconstruction, root removal and an approximately 104,000 SF of two-inch overlay and associated striping.

Based on the review and evaluation of the proposals received, Neill Engineering recommend a contract be awarded to Coastal Paving and Excavating Inc. as the successful lowest responsive bidder as provided by the following bid proposal results:

Company	Schedule A	Schedule B	Total	Bid Add
Coastal Paving and Excavating Inc.	\$199,840	\$190,680	\$390,520	\$7,200
Monterey Peninsula Engineering	\$313,650	\$315,705	\$629,355	\$6,240
Graniterock Company	\$441,500	\$364,275	\$805,772	\$12,000

IMPACT ON BUDGET. The fees associated in the contract with Coastal Paving are included in the FY24 CIP budget.

SOURCE OF FUNDS. The project is a District only funded project for a total project cost, including the bid additive, of \$397,720.

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

SCHEDULE. The proposed contract anticipates construction shall be scheduled to commence on or around August 23, 2023.

RECOMMENDATION. Adopt Resolution No. 1851, A Resolution Authorizing and Approving the Construction Service Agreement between the Monterey Peninsula Airport District and Coastal Paving and Excavating Inc. for Skypark Drive and the 2801 Property Pavement Rehabilitation.

ATTACHMENTS.

Resolution No. 1851

Agreement for Construction Services Between MPAD and Coastal Paving and Excavating Inc.

RESOLUTION NO. 1851

A RESOLUTION AUTHORIZING AND APPROVING THE CONSTRUCTION SERVICE AGREEMENT BETWEEN THE MONTEREY PENINSULA AIRPORT DISTRICT AND COASTAL PAVING AND EXCAVATING INC. FOR SKYPARK DRIVE AND THE 2801 PROPERTY PAVEMENT REHABILITATION

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 2023-04, 2801 Property Repairs (Budget total \$440,000) and 2023-05 Skypark Pavement Improvements (Budget total \$350,000) for a combined budget total of \$790,000 were included as FY24 capital improvement projects; and

WHEREAS, These projects are 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 Coastal Paving and Excavating Inc. for the rehabilitation of Skypark Drive and the 2801 Monterey Salinas Highway property pavement improvements in an amount not-to-exceed \$397,720.00.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 19th day of July 2023 by the following roll call vote:

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

Signed this 19th day of July 2023

Mary Ann Leffel, Chair Pro Tem

A T T E S T

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

MONTEREY REGIONAL AIRPORT
Skypark Drive and the 2801 Property Pavement Rehabilitation

AGREEMENT FOR CONSTRUCTION SERVICES
BETWEEN
MONTEREY PENINSULA AIRPORT DISTRICT AND
COASTAL PAVING AND EXCAVATING INC.

This Agreement for Construction Services ("Agreement") is made and entered into effective this 19th day of July 2023, by and between the Monterey Peninsula Airport District, a California special district ("District"), and Coastal Paving and Excavating, Incorporated, a California company ("CPE").

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

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

NOW, THEREFORE, CPE and District agree as follows:

1. Scope of Service.

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

2. Completion Schedule.

CPE shall provide the construction services described in Schedule "A" the overlay and improvements to Skypark Drive and Schedule "B" for the overlay and improvements to 2801 Monterey Salinas Highway Improvements.

3. Compensation.

District hereby agrees to pay CPE for services rendered to District pursuant to this Agreement in an amount not to exceed the amount \$397,720.00, and in the manner indicated and in accordance with, Schedule A \$199,840, Schedule B \$190,680 and Bid Add \$7,200.

4. Billing.

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

- (a) a brief description of services performed;
- (b) the date the services were performed;
- (c) the percentage of work completed in each category of work;
- (d) total invoice costs;
- (e) remaining budget balance; and
- (f) CPE's signature.

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

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

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

5. Additional Services.

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

6. Responsibility of CPE.

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

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

7. Responsibility of District.

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

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

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

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

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

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

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

8. Acceptance of Work Not a Release.

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

9. Indemnification and Hold Harmless.

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

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

10. Insurance.

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

(b) CPE shall maintain the following limits:

General Liability

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

Automobile Liability:

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

Workers Compensation..... Full Liability Coverage

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

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

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

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

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

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

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

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

11. Access to Records.

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

12. Assignment.

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

13. Changes to Scope of Work.

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

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

14. Compliance with Laws, Rules, and Regulations.

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

15. Licenses.

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

16. Schedules Incorporated.

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

17. Independent Contractor.

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

18. Integration and Amendment.

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

19. Jurisdiction.

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

20. Severability.

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

21. Notice to Proceed; Progress; Completion.

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

22. Ownership of Documents.

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

23. Subcontractors.

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

24. Termination.

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

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

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

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

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

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

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

25. Audit and Examination of Accounts.

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

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

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

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

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

26. Notices.

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

Chris Morello, Deputy Executive Director
Monterey Peninsula Airport District
200 Fred Kane Dr., Suite 200
Monterey, CA 93940

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

Michael Melicia
Coastal Paving and Excavating Inc.
24560 Silver Cloud Court, Suite 101
Monterey, CA 93940

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

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

27. Nondiscrimination.

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

28. Conflict of Interest.

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

29. Headings.

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

30. Multiple Copies of Agreement.

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

31. FAA Requirements.

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

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

Affirmative Action -49 USC § 47123

Equal Employment Opportunity Policy Statement

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

CPE's Obligation

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

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

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

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

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

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

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

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

MONTEREY PENINSULA AIRPORT DISTRICT: CPE:

Michael La Pier, AAE
Executive Director

Michael Melicia
Coastal Paving and Excavating, Incorporated

Attachment:
Bid Proposal consisting of Five [5] pages.

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ADDENDUM NO. 2

PROPOSAL TO THE MONTEREY REGIONAL AIRPORT MONTEREY, CALIFORNIA

SKY PARK DRIVE AND 2801 MONTEREY-SALINAS HIGHWAY IMPROVEMENTS

NAME OF BIDDER Coastal Paving & Excavating Inc.

BUSINESS ADDRESS 24560 Silver Cloud Ct. suite 101 Monterey Ca. 93940

PLACE OF RESIDENCE 24560 Silver Cloud Ct. suite 101 Monterey Ca. 93940

GENERAL DESCRIPTION

The work referred to herein consists of pavement patching, placing asphalt concrete overlay, pavement reconstruction and widening, installing AC speed bumps, replacing AC dike, lowering existing catch basins, raising/adjusting manhole and water valve box to new finished grade, applying traffic striping and markings, and all other work shown on the plans, all in accordance with the Notice to Contractors, Special Provisions, Technical Specifications, Proposal, Contract, and bonds annexed hereto.

Said work to be done is shown in part on a set of plans of the Monterey Peninsula Airport District dated revised June 8, 2023 entitled: "**ADDENDUM No. 2 - MONTEREY REGIONAL AIRPORT - SKY PARK DRIVE AND 2801 MONTEREY-SALINAS HIGHWAY IMPROVEMENTS**", prepared by Neill Engineers Corp.

TO THE MONTEREY PENINSULA AIRPORT DISTRICT:

The undersigned, as bidder, declares that the only persons or parties interested in this proposal as principals are those named herein; that this proposal is made without collusion with any other person, firm or corporation; that he has carefully examined the location of the proposed work, the annexed proposed form of contract, and the plans herein referred to, the specifications and the special provisions; and he proposes and agrees, if this proposal is accepted, that he will contract with the Monterey Peninsula Airport District in the form of the copy of the contract annexed hereto, that he will furnish the necessary bonds, that he will provide all necessary machinery, tools, apparatus and other means of construction, that he will do all the work and furnish all materials specified in the contract, in the manner therein prescribed, and according to the requirements of the Engineer as therein prescribed and set forth, and that he will substantially complete the work in a satisfactory and acceptable manner within thirty (30) calendar days and fully complete the work within sixty (60) calendar days, after the date set in the written Notice to Proceed after the execution of the contract, and that he will take in full payment therefore the following price to wit:

ADDENDUM NO. 2

MONTEREY PENINSULA AIRPORT DISTRICT BIDDING SCHEDULE

SKY PARK DRIVE AND 2801 MONTEREY-SALINAS HIGHWAY IMPROVEMENTS

SCHEDULE A: TERMINAL ROADS IMPROVEMENTS

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1.	Patch Pavement w/6" deep lift AC	500 S.F.	\$ <u>22.00</u>	\$ <u>11,000.00</u>
2.	Remove & Replace AC Dike	490 L.F.	\$ <u>20.00</u>	\$ <u>9,800.00</u>
3.	Remove & Replace AC Speed Bump	2 EA	\$ <u>1,800.00</u>	\$ <u>3,600.00</u>
4.	Install new AC Speed Bump	1 EA	\$ <u>1,600.00</u>	\$ <u>1,600.00</u>
5.	Conform Grind	Lump Sum	\$ <u>1,000.00</u>	\$ <u>1,000.00</u>
6.	Place 2" thick Asphalt Concrete Overlay, including tack coat	39,500 S.F.	\$ <u>2.50</u>	\$ <u>98,750.00</u>
7.	Lower existing Catch Basins	2 EA	\$ <u>2,519.00</u>	\$ <u>5,039.00</u>
8.	Widen Pavement Strip with 3" AC, 6" Cl. 2 AB	1,000 S.F.	\$ <u>15.00</u>	\$ <u>15,000.00</u>
9.	Reconstruct Pavement with 3" AC, including removal of existing AC, preparation of existing base and re- grading for drainage swale	7,700 S.F.	\$ <u>5.90</u>	\$ <u>45,430.00</u>
10.	Raise Water Valve Box to new finished grade	3 EA	\$ <u>1,000.00</u>	\$ <u>3,000.00</u>
11.	Raise Utility Box to new finished grade	1 EA	\$ <u>2,000.00</u>	\$ <u>2,000.00</u>
12.	Install yellow centerline Detail 1 (2 applications)	1,030 L.F.	\$ <u>.80</u>	\$ <u>824.00</u>

ADDENDUM NO. 2

MONTEREY PENINSULA AIRPORT DISTRICT BIDDING SCHEDULE

SKY PARK DRIVE AND 2801 MONTEREY-SALINAS HIGHWAY IMPROVEMENTS

SCHEDULE A: TERMINAL ROADS IMPROVEMENTS (continued)

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
13.	Install white edge line Detail 27B (2 applications)	2,100 L.F.	\$ <u>.65</u>	\$ <u>1,365.00</u>
14.	Install Stop Bar (2 applications)	2 EA	\$ <u>100.00</u>	\$ <u>200.00</u>
15.	Install Stop Legend (2 applications)	2 EA	\$ <u>150.00</u>	\$ <u>300.00</u>
16.	Install Type I Arrow (2 applications)	4 EA	\$ <u>50.00</u>	\$ <u>200.00</u>
17.	Install Parking Stall Lines (2 applications)	16 EA	\$ <u>12.00</u>	\$ <u>192.00</u>
18.	Install Edge Line ReflectORIZED Pavement Markers at 10' apart	390 L.F.	\$ <u>1.00</u>	\$ <u>390.00</u>
19.	Remove, salvage and re-install concrete parking wheel stops	3 EA	\$ <u>50.00</u>	\$ <u>150.00</u>

Sub-Total SCHEDULE A \$ 199,840.00

Bid Additive:

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1.	Remove & Replace AC Dike	240 L.F.	\$ <u>30.00</u>	\$ <u>7,200.00</u>

ADDENDUM NO. 2

MONTEREY PENINSULA AIRPORT DISTRICT BIDDING SCHEDULE

SKY PARK DRIVE AND 2801 MONTEREY-SALINAS HIGHWAY IMPROVEMENTS

SCHEDULE B: FENTON KELLER PARKING LOT IMPROVEMENTS

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1.	Patch Pavement for tree roots damage areas with 3" thick AC	470 S.F.	\$ 11.00	\$ 5,170.00
2.	Patch Pavement for failed areas with 3" AC, 6" Cl. 2 AB or 6" thick deep-lift AC	1,000 S.F.	\$ 15.00	\$ 15,000.00
3.	Conform grind	Lump Sum	\$ 1,500.00	\$ 1,500.00
4.	Place 2" thick Asphalt Concrete Overlay w/leveling course as required	52,000 S.F.	\$ 2.50	\$ 130,000.00
5.	Reconstruct Pavement with 3" AC, including removal of existing AC, preparation of existing base	5,300 S.F.	\$ 5.90	\$ 31,270.00
6.	Raise Manhole to new finished grade	2 EA	\$ 1,000.00	\$ 2,000.00
7.	Raise Water Valve Box to new finished grade	1 EA	\$ 900.00	\$ 900.00
8.	Install Stop Bar (2 applications)	2 EA	\$ 100.00	\$ 200.00
9.	Install Stop Legend (2 applications)	2 EA	\$ 150.00	\$ 300.00
10.	Install Parking Stall Lines (2 applications)	75 EA	\$ 12.00	\$ 900.00

ADDENDUM NO. 2

MONTEREY PENINSULA AIRPORT DISTRICT BIDDING SCHEDULE

SKY PARK DRIVE AND 2801 MONTEREY-SALINAS HIGHWAY IMPROVEMENTS

SCHEDULE B: FENTON KELLER PARKING LOT IMPROVEMENTS (continued)

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
11.	Install ADA Parking Stall Markings Symbols (2 applications)	4 EA	\$ 150.00	\$ 600.00
12.	Install ADA Parking Stall Hatch Lines (2 applications)	2 EA	\$ 45.00	\$ 90.00
13.	Remove, salvage and re-install concrete parking wheel stops	55 EA	\$ 50.00	\$ 2,750.00

Sub-Total SCHEDULE B \$ 190,680.00

TOTAL \$ 390,520.00
SCHEDULE A & SCHEDULE B

Note: Low bid shall be based on the Total of Schedule A & Schedule

TO: Monterey Peninsula Airport District Board of Directors
FROM: Michael La Pier, Executive Director
SUBJ: Resolution No. 1852, a Resolution Authorizing the Signature on all Documents Related to the Well Distribution System to the Monterey Peninsula Water Management District at 2801 and 2999 Monterey Salinas Highway, Monterey, CA

BACKGROUND. In January 2019, Kimley-Horn Associates Inc. (KHA) was selected from our engineering hiring list based on their qualifications for water system engineering design. Accordingly, the Board approved Resolution No. 1737 authorizing a professional services agreement with 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 and Kimley-Horn Associates, Inc. for Design Services for the Well System Water Conveyance Project.

Since that time, KHA and Staff have been proceeding with potential distribution route options for the property 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 Water Conveyance Project is anticipated to require the installation of a new water conveyance 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. In order for the Monterey Peninsula Water Management District (MPWMD) to review and approve a request for Confirmation of Exemption (COE) for the Water Distribution System, the District needs to recognize and approve staff authorization for submittal of the required forms and documents.

IMPACT ON BUDGET. The fees associated with the registration and Confirmation of Exemption of \$600 for COE for each location and \$50 for each well registration for a total of \$1,300.00 are included in Project 2019-03 Water Distribution System.

SOURCE OF FUNDS. The Project is a Customer Facility Charge (CFC) funded project and all costs associated with the Well Registration fees were included in the cost estimates.

IMPACT ON OPERATIONS. This authorization does not impact operations.

RECOMMENDATION. Approve Resolution No. 1852, Authorizing the Signature on all Documents Related to the Well Distribution System to the MPWMDA at 2801 AND 2999 Monterey Salinas Highway, Monterey, CA

ATTACHMENTS.

Resolution No. 1852

RESOLUTION NO. 1852

A RESOLUTION AUTHORIZING THE SIGNATURE ON ALL DOCUMENTS RELATED TO THE WELL DISTRIBUTION TO THE MONTEREY PENINSULA WATER MANAGEMENT DISTRICT AT 2801 AND 2999 MONTEREY SALINAS HIGHWAY, MONTEREY, CA

WHEREAS, on December 14, 2022 the Board Approved Amendment #2 to the Professional Services Agreement between the Monterey Peninsula Airport District and Kimley-Horn Associates, Inc. for Design Services for the Well System Water Conveyance Project; and

WHEREAS, the 2801 Monterey Salinas Highway well is anticipated to supply non potable well water to the existing Car Return Quick Turn Around (QTA) facility; and

WHEREAS, the 2999 Monterey Salinas Highway well is anticipated to provide non-potable well water for grey water use in the proposed new terminal; and

WHEREAS, this authorization does not constitute the approval of a project under the California Environmental Quality Act ("CEQA"), and it is exempt from CEQA. (Pub. Res. Code § 21065, CEQA Guidelines §§ 15060(c),(2)(3); 15061(b)(3); 15064(d)(3); 15302; 15307; 15308; and 15378(a).).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT that the Board authorizes the Deputy Executive Director to sign and execute all documents necessary to complete the Request for Confirmation of Exemption (COE), to encumber the subject properties for the purpose of the well and water distribution systems, and provide MPWMD with any and all other required documents for the water distribution systems at 2801 and 2999 Monterey Salinas Highway, Monterey, CA 93940 on behalf of the Monterey Peninsula Airport District.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT: This 19th day of July 2023 by the following roll call vote:

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

Signed this 19th day of July, 2023

Mary Ann Leffel, Chair Pro Tem

ATTEST

Michael La Pier, AAE
District Secretary

MONTEREY PENINSULA AIRPORT DISTRICT – DRONE AND BALLOON REGULATIONS

MAY 17, 2023

Scott E. Huber

Cole Huber LLP

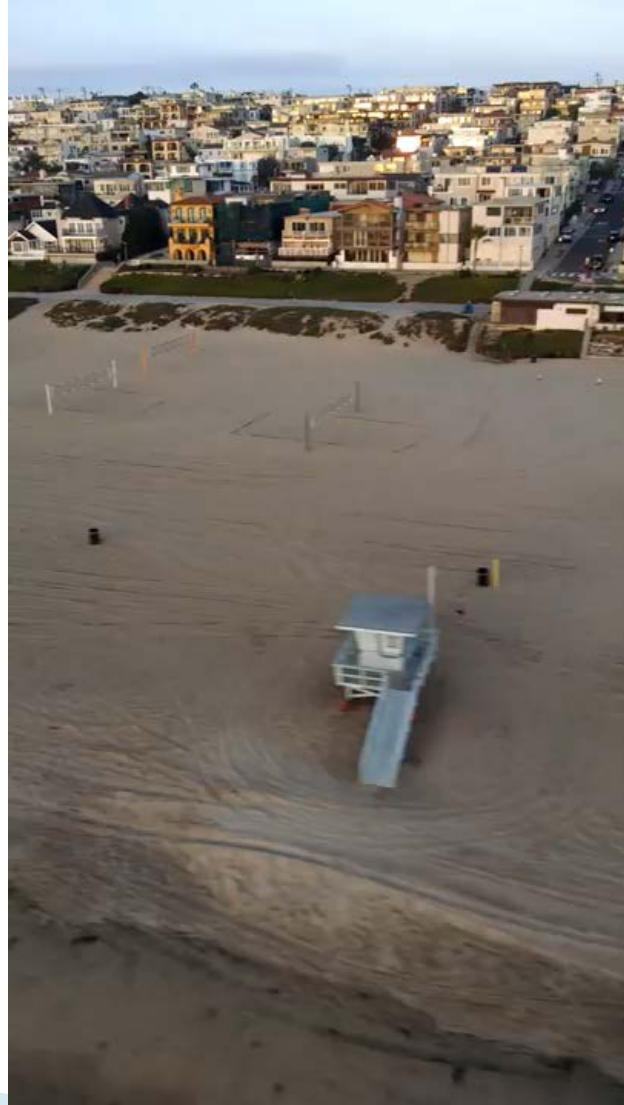
General Counsel

Monterey Peninsula Airport District



COLE|HUBER LLP
ATTORNEYS

Why are Regulations Important?



Why are Regulations Important?

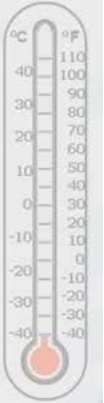


Why are Regulations Important?

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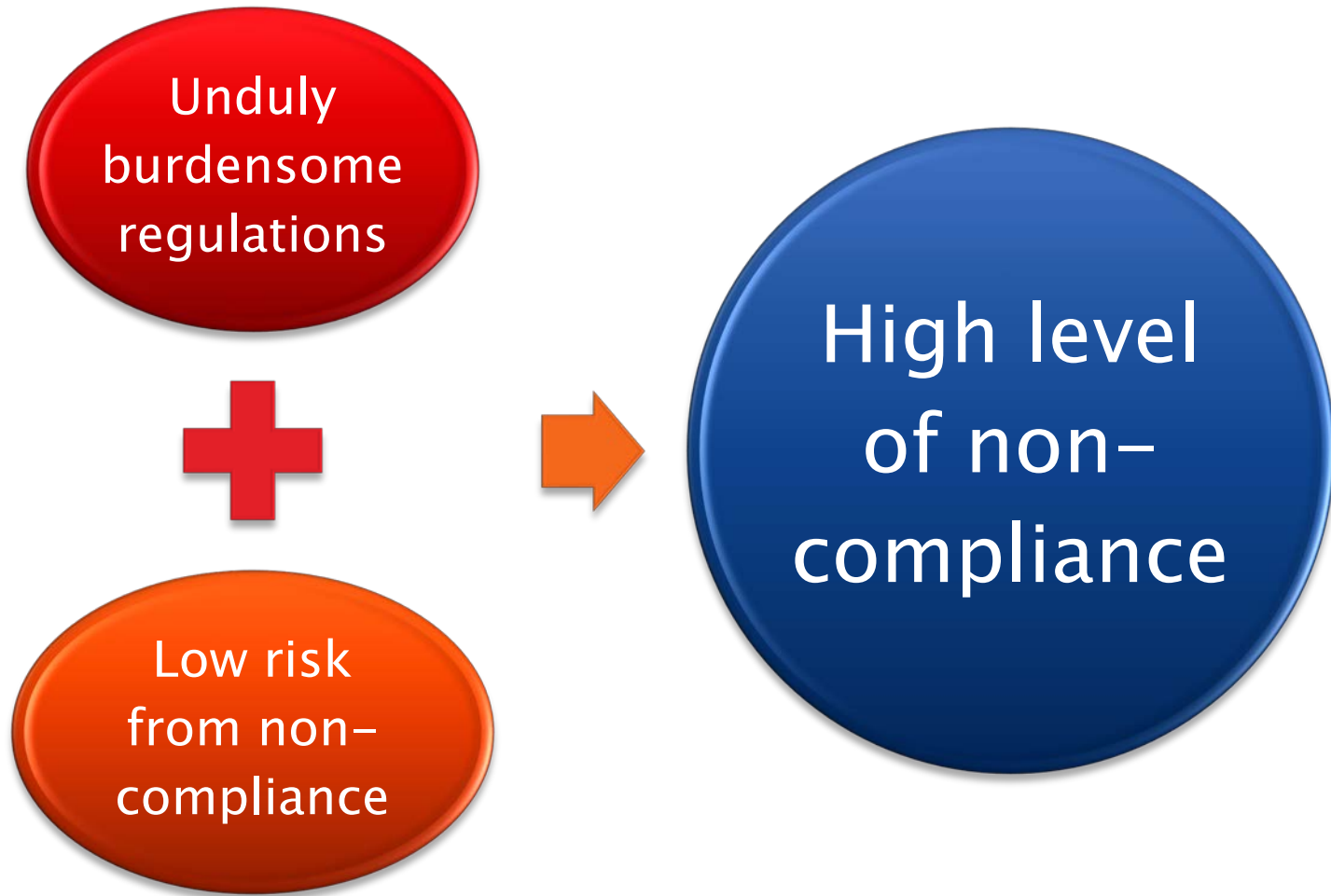
overlookhorizon.com/flight-5

Delta Airlines
Flight 159 from
Boston to Detroit

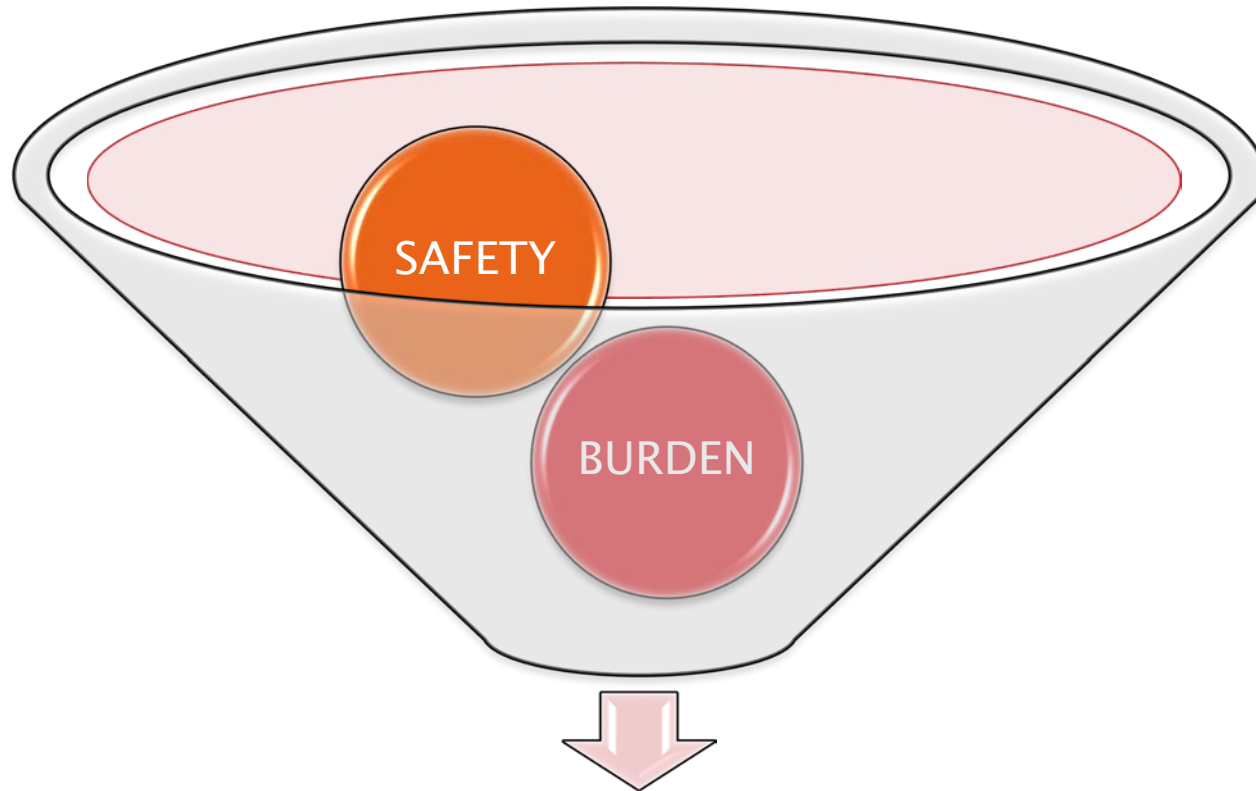


Our balloon flights have NOTAMs filed, contain an onboard radar reflector & APRS beacon and ATC, ARTCCs & local airports are notified.

Can Over-Regulation Backfire?



Aiming for the Right Mix of Safety and Low Burden



MAXIMIZING COMPLIANCE

What Regulations Apply to Drones?

- ▶ Drones are also called UAS or Unmanned Aircraft Systems
- ▶ 14 CFR Part 107
- ▶ Advisory Circular 107-2A (104 pages!)



U.S. Department
of Transportation
Federal Aviation
Administration

Advisory Circular

Subject: Small Unmanned Aircraft System
(Small UAS)

Date: 2/1/21

AC No: 107-2A

Initiated by: AFS-800


Change:

This advisory circular (AC) provides guidance for conducting small unmanned aircraft systems (UAS) operations in the National Airspace System (NAS) in accordance with Title 14 of the Code of Federal Regulations (14 CFR) part 107.

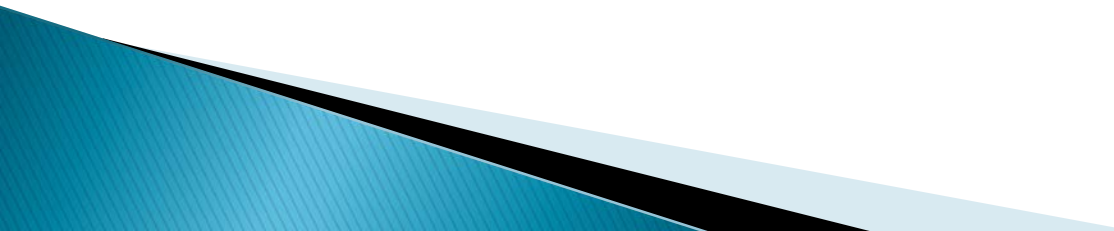
A handwritten signature in black ink, appearing to read 'R. Carty'.

Robert C. Carty
Deputy Executive Director, Flight Standards Service

What Are the General Rules for Flying Drones?

- ▶ Fly for hobby or recreational purposes only (i.e. no commercial use or pay for services)
 - ▶ Fly the UAS within visual line-of-sight
 - ▶ Fly at or below 400 feet in altitude
 - ▶ Give way to manned aircraft
 - ▶ Never fly over groups of people
 - ▶ Never fly over stadiums or sports events
 - ▶ Never fly near emergency response efforts such as fires
 - ▶ (cont.)
- 

What Are the General Rules for Flying Drones? (cont.)

- ▶ Fly UAS that weigh no more than 55 lbs.
 - ▶ Register the UAS using the FAA UAS Online Registration Service
 - ▶ When flying within 5 miles of an airport, provide prior notification to the air traffic control tower
- 

Example of Notice to the Tower



Example of Notice to the Tower



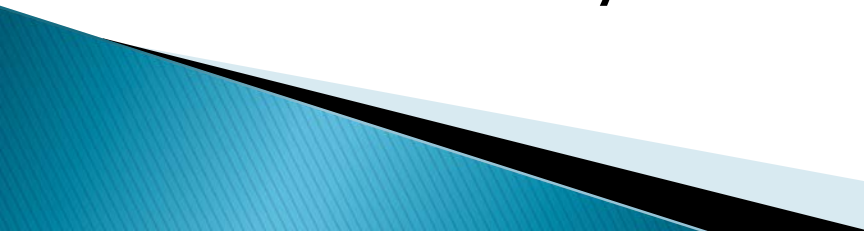
What Are the General Rules for Flying Drones for Commercial Use?

- ▶ Obtain a remote pilot certificate or be under the direct supervision of someone who holds such a certificate
- ▶ Register the aircraft using the FAA UAS Online Registration Service
- ▶ Follow all the operating rules in accordance with Part 107 (the regulations are fairly detailed, which is why there is a course and exam that must be passed)
 - For example, this regulation allows for flight over a crowd of people provided drone is safety compliant.

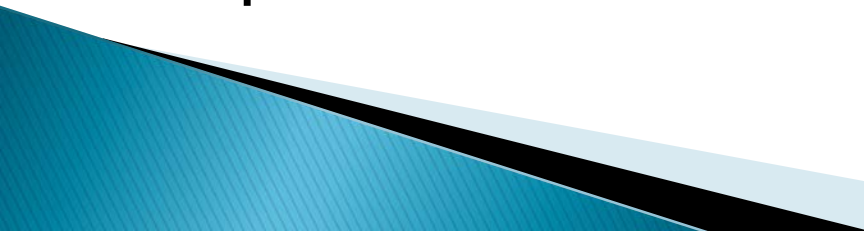
What Regulations Apply to Balloons?

- ▶ 14 CFR Part 101, Subpart D
- ▶ Part 101 uses the term “unmanned free balloons”
 - A non-power-driven, unmanned, lighter-than-air aircraft in free flight.

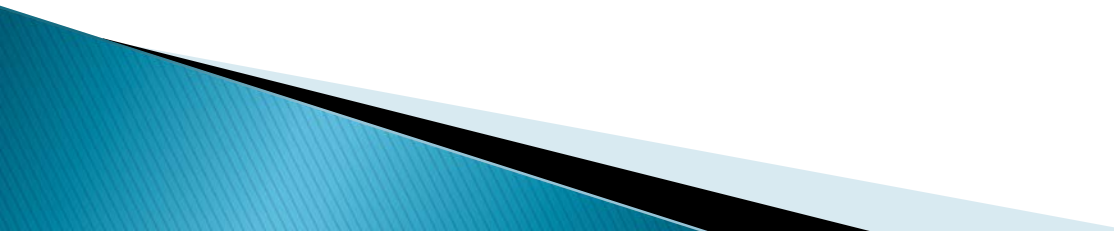
What Are the General Rules for Balloon Use?

- ▶ An unmanned free balloon may carry a single payload that weighs up to six pounds
 - ▶ An unmanned free balloon may carry two or more payload packages that weigh up to 12 pounds
 - ▶ You cannot launch a balloon from an airport without permission
 - ▶ You need to be able to see 5 miles (visibility), have no more than 50% cloud cover at launch and across your entire flight path.
- 

What Are the General Rules for Balloon Use? (cont.)

- ▶ You cannot fly over a town or open-air group of people for the first 1,000 feet of (vertical) flight
 - ▶ Your balloon and its payload cannot be a hazard to people if it should hit them
 - ▶ You need two ways to terminate the flight (i.e. a manual cut, a timer cut, balloon vent, or the balloon will pop if it gets too high)
 - ▶ A radar reflector so that the payload shows up on radar.
- 

What Are the General Rules for Balloon Use? (cont.)

- ▶ You need a strobe light that can be seen 5 miles away if you fly before sunrise or after sunset.
 - ▶ If the payload string is more than 50 feet long, you need colored streamers that can be seen from 1 mile away.
- 

MPAD Website – UAS and Drone Information Page

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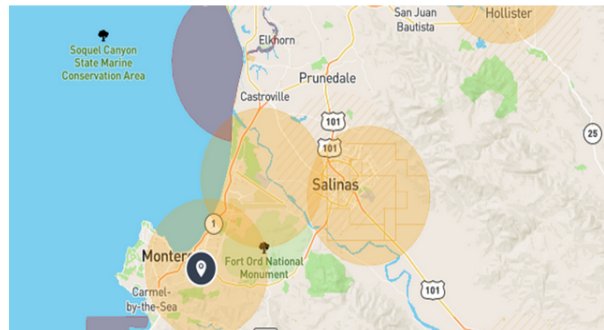
[LEGAL NOTICES](#)

UAS and Drone Information

Unmanned Aircraft Systems (UAS), including "drones," "quadcopters," "model airplanes," etc., can be a great source of fun if operated properly. However, the UAS can also be very dangerous to passengers and the aircraft in which they fly if the UAS enters restricted airspace or if operated improperly.

The Monterey Regional Airport and the Monterey Peninsula Airport District (MPAD) respects the growing demand and utilization of Unmanned Aircraft Systems (UAS) for a diverse range of civil, public, and recreational uses. The FAA released an advisory circular ([AC 107-2](#)) providing guidance for conducting UAS operations in the United States in accordance with Title 14 of the Code of Federal Regulations (14 CFR).

Visit the [FAA UAS website](#) for additional information.



Questions?



AGENDA ITEM: H
DATE: July 19, 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.

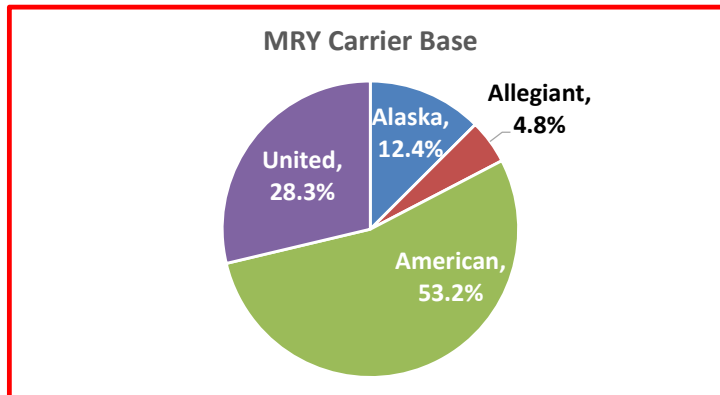
[Police Activity Report by Del Rey Oaks Police Department](#)

RATING	DATE OF VISIT	TIME OF VISIT	PURPOSE	FLIGHT	AIRLINE	COMMENT	CITY	STATE
NEUTRAL	6/14/2023	12:16 PM	Departing	4901	American	No Fox News please. It is not a news network it is propaganda. Better would be the weather channel	Salinas	CA
POOR	6/18/2023	5:30 AM	Arriving	5653	United	We waited over 30 minutes in line to check our bags, which I had already paid for (\$160) online. My suitcase was 3lbs over and I was charged an extra \$100. I routinely fly Delta and have never been charged to check a bag or for extra weight. This is just one more reason why I will not fly United, if there is another choice of airlines. The price of the tickets is high enough and adding insult to injury with charging more when we had already waited in line way too long, is unacceptable.	Sacramento	CA

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

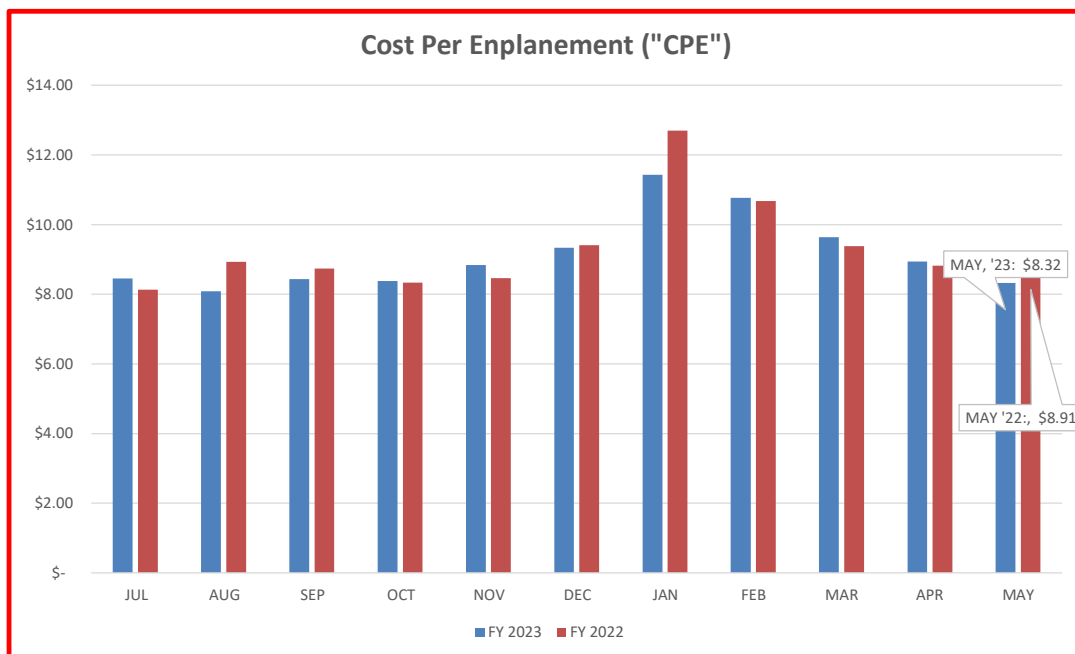
KEY OPERATING STATISTICS. May enplanements were 23,242, up 20.4% from the 19,312 in the previous period in 2022. May airline landings were less than budgeted (363 actual vs. 435 budgeted). Total Passengers for the month of May were 47,356 up from 38,336 in the previous period in 2022. Total aircraft operations for May were 4,743, down from 5,276 in the previous period in 2022, while Vehicle exit counts in the parking lots were 10,396 up 6.0% from the exit counts in May of 2022.

In May, American Airlines accounted for approximately 53.2% of the passenger enplanements.



In May the Airport's CPE was \$8.32, compared to \$8.91 in the same period in 2022.

Chart 1



LIQUIDITY AND CAPITAL RESOURCES. As of May 31, 2023 the Airport had unrestricted cash and investments of \$17.133M with \$.445M of funds available under the CARES Grant; the final draw for \$444.9K was received on 6/15/2023.

To date, the Airport has received FAA Grants 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 May 31, 2023 the Airport had Restricted PFC cash and investments of \$1.799M and Restricted CFC cash and investments of \$.967M.

The Current Ratio of unrestricted current assets to current liabilities is a very healthy 36.2X. Days Cash on Hand (based on FY 23 Budgeted Operating Expenses), was 661.

OPERATING INCOME. The Airport's higher than budgeted revenues and lower than budgeted operating expenses in May resulted in an operating income of \$368.9K, which is a favorable variance of \$239.3K to May's budgeted operating income of \$129.6K.

OPERATING INCOME				
	May 2023 ACTUAL	May 2023 BUDGET	VARIANCE Favorable (Unfavorable)	
			\$	%
Operating Revenues	\$ 1,036,734	\$ 868,235	\$ 168,499	19%
Operating Expenses	(667,838)	(738,632)	70,794	10%
Operating Income	\$ 368,896	\$ 129,603	\$ 239,293	185%

REVENUES. May 2023 combined reported Airport Operating Revenues were \$1,037K, which was \$168.5K (19%) higher than budget (\$868.2K). This favorable variance was primarily due to higher Terminal Revenues and Interest Income.

	May 2023 ACTUAL	May 2023 BUDGET	VARIANCE Favorable (Unfavorable)	
			\$	%
Terminal Revenues	\$ 580,435	\$ 480,492	\$ 99,943	21%
General Aviation	181,466	183,820	(2,354)	-1%
Non-Aviation	182,033	182,732	(699)	0%
Other Operating	36,049	18,500	17,549	95%
Interest Income	56,751	2,692	54,060	2008%
Total Operating Revenues	\$ 1,036,734	\$ 868,235	\$ 168,499	19%

Terminal Revenues:

Commercial Aviation fees (\$106.2K) for May were higher than the budget (\$97.3K) by \$8.9K/9%. This favorable variance was primarily due to higher than budgeted landing and fuel flowage fees.

Terminal Rents (\$144.9K) for May were materially on budget (\$145.K).

TNC Permits, Trip Fees & Peer-to-Peer Rentals (\$22.2K) for May were higher than the budget (\$15.0K) by \$7.2K/48%. This favorable variance was primarily due to higher than budgeted revenues for Uber and Lyft.

Terminal Concessions (\$26.2K) for May were higher than the budget (\$17.7K) by \$8.5K/48%. This favorable variance was primarily due to higher than budgeted revenues for Woody's, Lamar and Gifts & More.

Rental Car Concessions (\$161.3K) for May were higher than the budget (\$120.4K) by \$40.9K/34%. This favorable variance was due primarily to higher than budgeted rental car activity for all the rental car companies.

Parking Concession (\$115.7K) for May was higher than the budget (\$80.6K) by \$35.K/43%. Parking Concession revenues for May were budgeted at 8,052 parked cars with an average of \$10.01. In May the number of parked cars was more at 10,396 with an average of \$11.12 per car, resulting in a favorable variance.

General Aviation Revenues:

Heavy General Aviation revenues, including landing fees (\$149.3K) for May were materially on budget (\$151.K)

Light General Aviation revenues (\$32.2K) for May were materially on budget (\$32.8K).

Non-Aviation Revenues:

Non-Aviation revenues (\$182.0K) for May were materially on budget (\$182.7K).

Other Operating Revenues:

Other Operating revenues (\$36.0K) for May were higher than budget (\$18.5K) due primarily to higher than budgeted License Fees, Utility Chargebacks and Tenant Plan Reviews.

Interest Income:

Interest Income (\$56.8K) for May exceeded budget (\$2.7K) due to higher than budgeted interest income earned on T-Bills.

EXPENSES. Total operating expenses of (\$667.8K) for May were lower than the budget (\$738.6K) by \$70.8K/10%. This favorable variance was primarily due to lower Salaries & Taxes, Employer Benefits, and Professional Services, partially offset by higher Repairs & Maintenance, Marketing/PR, and Utilities; detailed analyses follows:

OPERATING EXPENSES - BY MAJOR CATEGORY TYPE				
	May	May	VARIANCE	
	2023	2023	Favorable (Unfavorable)	
	ACTUAL	BUDGET	\$	%
Salaries & Taxes	\$ 153,174	\$ 196,278	\$ 43,104	22%
Employer Benefits	103,120	162,244	59,125	36%
Recruitment & Training	8,428	6,185	(2,243)	-36%
Business Expenses	34,376	30,769	(3,607)	-12%
Supplies & Materials	8,739	9,980	1,241	12%
Repairs & Maintenance	45,544	33,190	(12,354)	-37%
Outside Services	212,125	212,059	(66)	0%
Professional Services	13,433	26,405	12,972	49%
Marketing, PR	39,928	24,405	(15,523)	-64%
Utilities	47,089	35,235	(11,854)	-34%
Interest Expense	1,881	1,881	-	0%
Total Operating Expenses	\$ 667,838	\$ 738,632	\$ 70,794	10%

OPERATING EXPENSES - BY DEPARTMENT				
	May	May	VARIANCE	
	2023	2023	Favorable (Unfavorable)	
	ACTUAL	BUDGET	\$	%
Admin & Finance	\$ 188,685	\$ 186,150	\$ (2,535)	-1%
Planning & Development	43,463	60,481	17,018	28%
Maintenance	137,172	144,365	7,193	5%
Operations	34,354	52,271	17,917	34%
Police	97,859	110,163	12,304	11%
Fire	137,531	160,217	22,686	14%
Board of Directors	17,332	14,823	(2,509)	-17%
Rental Properties	9,560	8,280	(1,280)	-15%
Interest Expense	1,881	1,881	-	0%
Total Operating Expenses	\$ 667,838	\$ 738,632	\$ 70,794	10%

Salary & Tax Expenses (\$153.2K) for May were lower than the budget (\$196.3K) by \$43.1K/22%. This favorable variance was primarily due to lower salaries and wages for the Maintenance Department (\$13.3K), the Admin & Finance Department (\$13.4K), the Planning and Development Department (\$8.8K) and the Ops Department (\$8.5K).

Employer Benefit Expenses (\$103.1K) for May were lower than the budget (\$162.2K) by \$59.1K or 36.4%. This favorable variance was primarily due to lower UAL amortization expense (\$33.3K) from prepaying the \$4.0M in June of 2022, lower CalPERS Health Insurance (\$15.8K) and lower CalPERS Retirement (\$3.5K).

Personnel Recruitment, Training & Pre-Employment and Related Expenses (\$8.4K) for May were higher than budget (\$6.2K), due primarily to higher than budgeted Dues and Subscriptions.

Business Expenses (\$34.4K) were higher than the budget (\$30.8K) by \$3.6K/12%. This unfavorable variance was primarily due to higher than budgeted Insurance (\$3.1K) and Telephone (\$2.2K), partially offset by lower Telecommunications Expense (\$2.5K).

Supplies & Materials expenses (\$8.7K) for May were lower than the budget (\$10.0K) by \$1.2K or 12%. This favorable variance was primarily due to lower than budgeted Custodial Supplies & Materials (\$2.2K), partially offset by higher District Vehicle Fuel (\$1.5K).

Repair & Maintenance expenses (\$45.5K) for May were higher than budget (\$33.2K) due primarily to the installation of new Airfield signage (\$20.3K), partially offset by lower District Vehicle repair & general maintenance items (\$10.7K).

Outside Services expenses (\$212.1K) for May were materially on budget (\$212.1K).

Professional Service expenses for the Art Program, Architect & Engineer, Legal, Audit, Computer / LAN & IT, Environmental, and Human Resources (\$13.4K) for May were lower than the budget (\$26.4K) by (\$13.K)/49.1%. This favorable variance was primarily due to lower than budgeted Human Resources (\$8.7K) and Architectural and Engineering (\$2.0K) expenses.

Marketing, Public Relations, Air Service Development and Social Media Marketing expenses (\$39.9K) for May were higher than the budget (\$24.4K) by \$15.5K or 63.6%. This unfavorable variance was primarily due to higher than budgeted Public Relations (\$24.5K), primarily for the \$21K sponsorship of the Monterey Bay Football Club, partially offset by lower Marketing (\$5.9K), Air Service Development (\$1.4K), and Social Media Marketing expenses (\$1.6K).

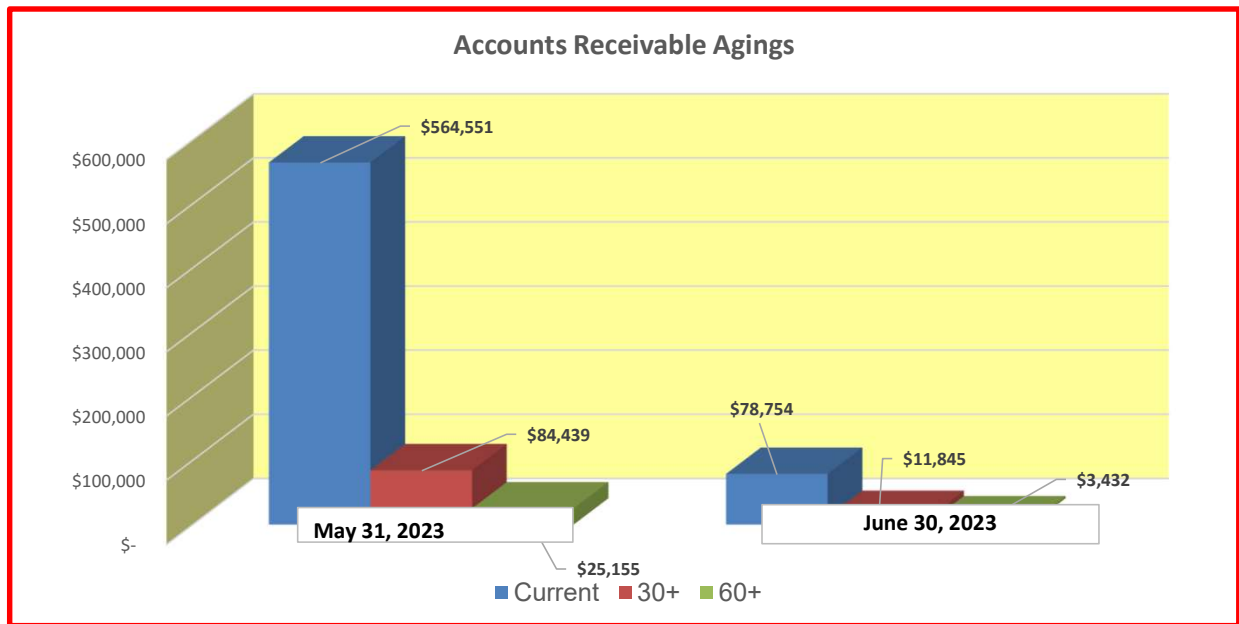
Utilities expenses, combined, (\$47.1K) for May were higher than budget (\$35.2K) by \$11.9K due primarily to higher PG&E natural gas bills (\$0.3K), higher CalAm water bills (\$6.5K), higher sewage/waste water bills (\$2.3K) and higher Electricity billings (\$2.1K).

SELECTED BALANCE SHEET ANALYSES:

ACCOUNTS RECEIVABLE. The accounts receivable balance on May 31, 2023 was \$674.1K. This balance is \$88.3K or 12% lower than the April 30, 2023 balance (\$762.4K), and \$63.4K/9% lower than the \$737.5K balance on May 31, 2022. The accounts receivable balance over 60 days old on May 31, 2023, was \$25.2K.

Chart 2 below graphically presents the aging of accounts receivable (1) as of May 31, 2023 and (2) prior to the next billing cycle (June 30, 2023).

Chart 2



Total accounts receivable of \$674.1K as of May 31, 2023 was comprised of \$150.6K/(22.3%) from Commercial Airlines, \$171.8K/(25.5%) from Rental Car companies, \$99.3K/(14.7%) from FBOs, \$108.4K/(16.1%) from Parking, \$27.7K/(4.1%) from the Monterey Hi-Way Self Storage, \$27.2K/(4.0%) from TNCs and Taxis, \$15.3K/(2.3%) from Woody’s and \$73.8K/(10.9%) from all other customer accounts.

The District carries a \$10K allowance for doubtful accounts. Prepaid accounts receivable as of May 31, 2023 of \$76.8K have been reclassified to deferred revenue.

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

Chart 3

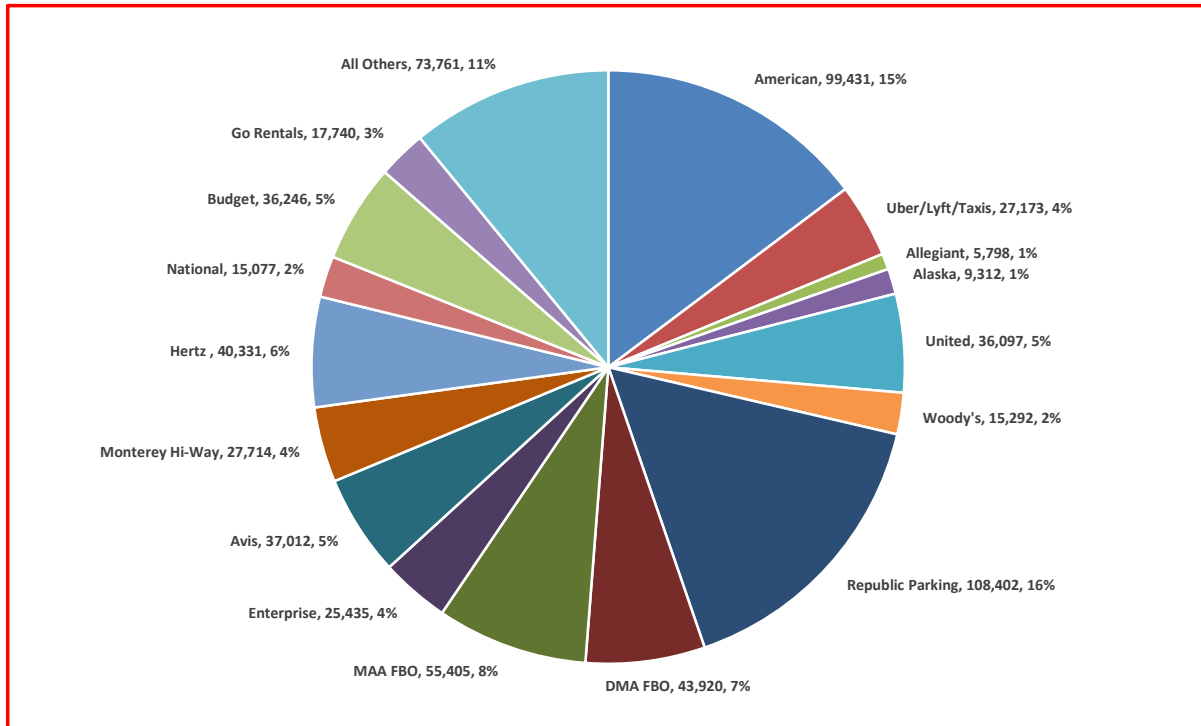
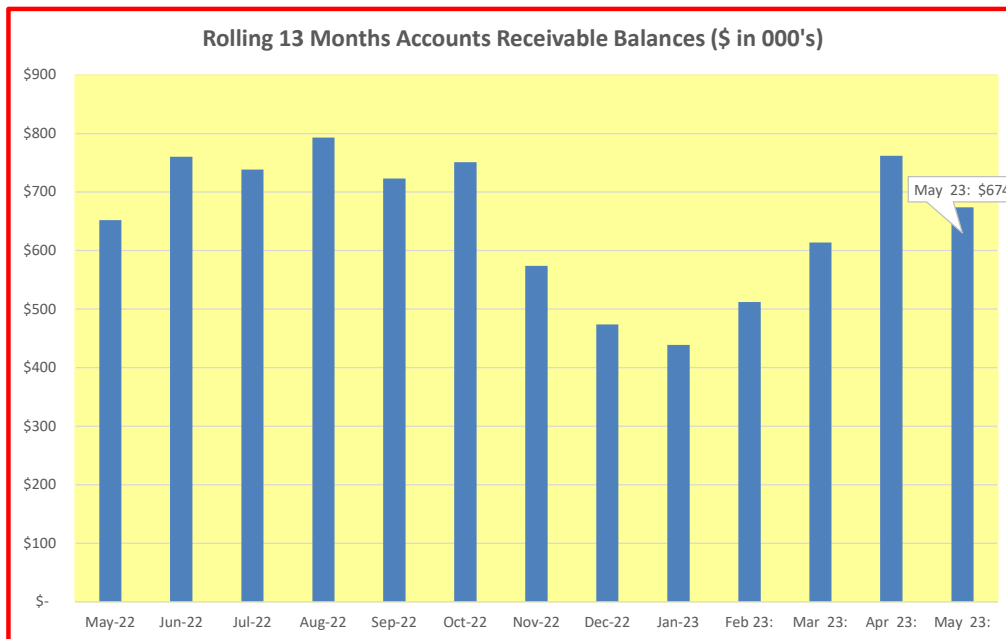


Chart 4 below depicts the total accounts receivable balances for the 13 months from May 2022 to May 2023.

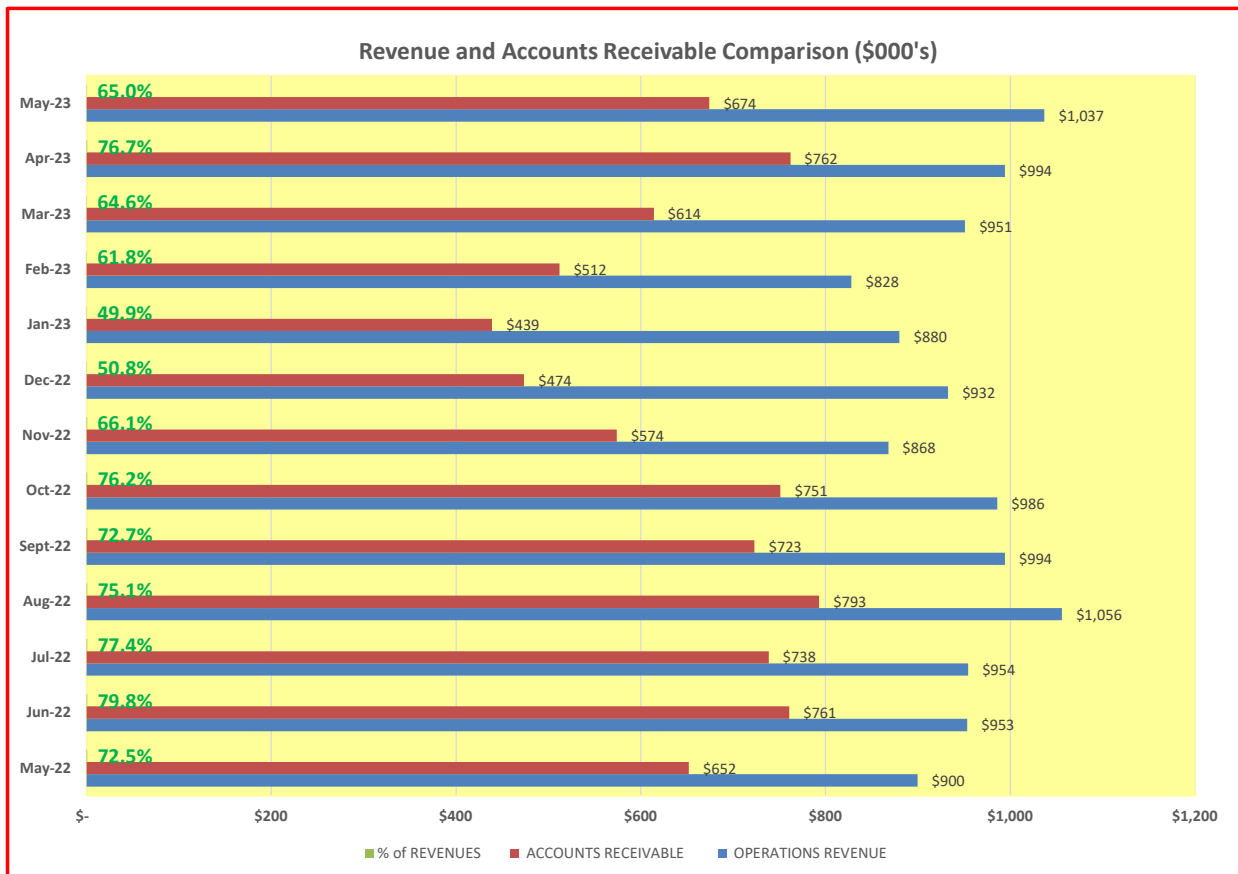
Chart 4



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 May 31, 2023, accounts receivable is 65.0% of revenues and the rolling thirteen-month average is 68.3%.

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

Chart 5

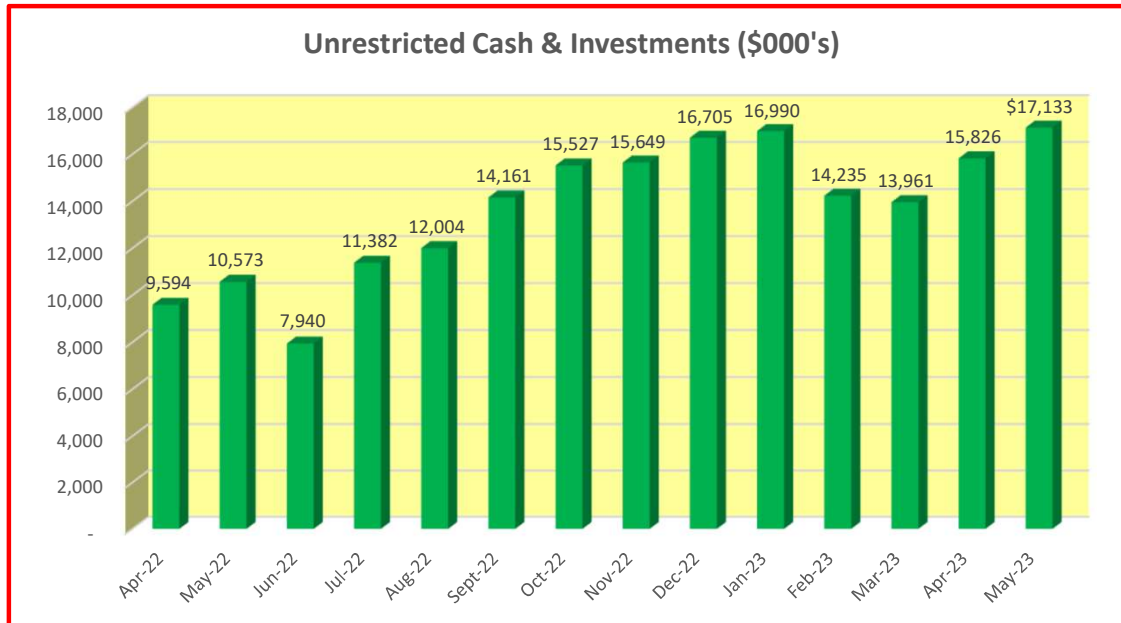


UNRESTRICTED CASH AND INVESTMENTS. The unrestricted cash and investments balance on May 31, 2023, was \$17.133M and the unrestricted cash and investments balance on April 30, 2023 was \$15.826M, an increase of \$1.307M.

The increase in unrestricted cash and investments was primarily due to: (1) cash provided by Capital and Related Financing Activities of \$434K, (2) the net cash provided by Non-Capital Financing Activities of \$591.8K and (3) the net cash provided by Operating Activities of \$92.4K (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:

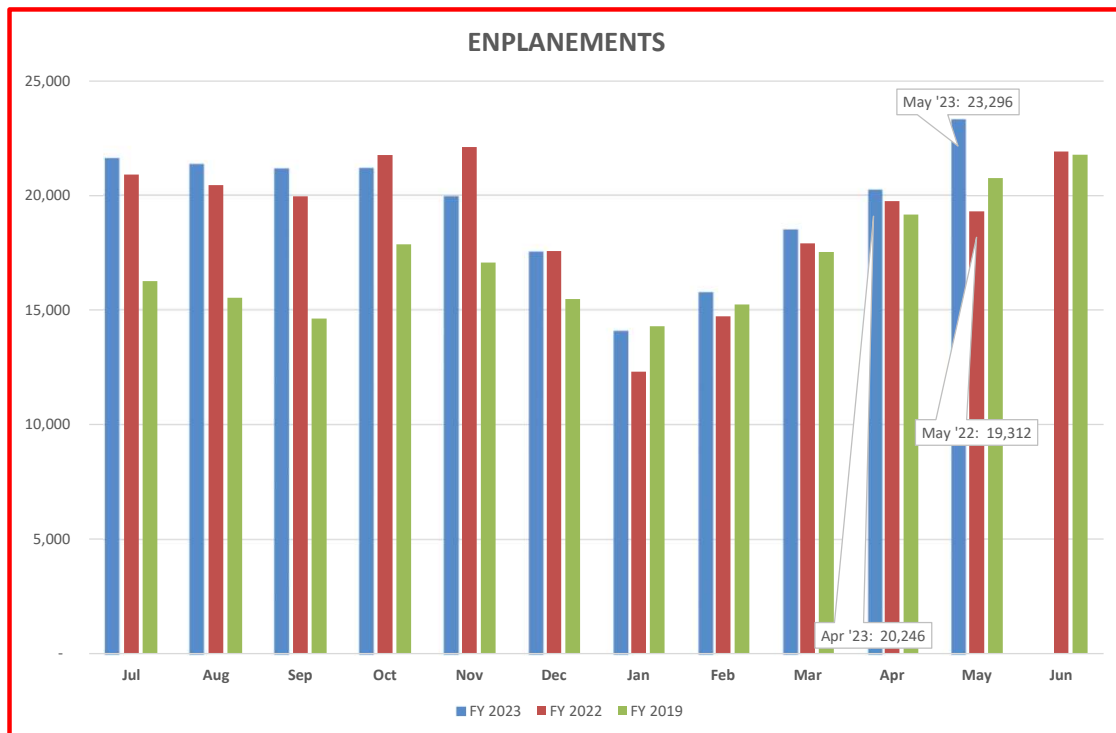
ENPLANEMENTS AND LOAD FACTORS. The table below presents simple load factors for fiscal years 2016 to 2023. Load factors indicate the customer utilization of available airline seat capacity which generally correlates to customer use of TCP, Taxi and TNC services, parking, and other support services. Simple 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	May 31, 2023				FYTD			
	Load Factors	Enplanements	Available Seats	Flights	Load Factors	Enplanements	Available Seats	Flights
2023	78.0%	23,242	29,793	363	75.8%	214,879	283,342	3,857
2022	82.6%	19,312	23,394	365	74.8%	206,830	276,610	4,130
2021	75.2%	15,434	20,520	278	49.3%	85,226	172,988	2,355
2020	21.8%	1,623	7,448	96	68.1%	168,210	246,980	3,732
2019	71.9%	20,760	28,874	431	68.8%	183,830	267,009	3,996
2018	70.2%	15,622	22,260	347	76.1%	174,199	228,906	3,585
2017	71.3%	18,832	26,418	395	73.9%	188,546	255,116	3,913
2016	73.6%	17,970	24,420	375	74.9%	170,370	227,508	3,597

Airline/destination specific simple load factors for May 2023 were Alaska/SAN 84.2%, Alaska /SEA 83.7% American/DFW 76.8%, American/PHX 79.1%, United/DEN 71.5%, United/LAX 80.3%, United/SFO 71.2%, Allegiant/LAS 79.4%, and JSX/SNA 55.0%.

Chart 7 below presents a comparison of monthly enplanements for FY 2023 to all FY 2022 enplanements (which reflect the seasonality of the Airport's historical business cycle). When comparing enplanements for May 2023 (23,296) and April 2023 (20,246), enplanements increased by 3,050. When comparing May 2023 to May 2022, enplanements were up: (23,296) vs. (19,312).

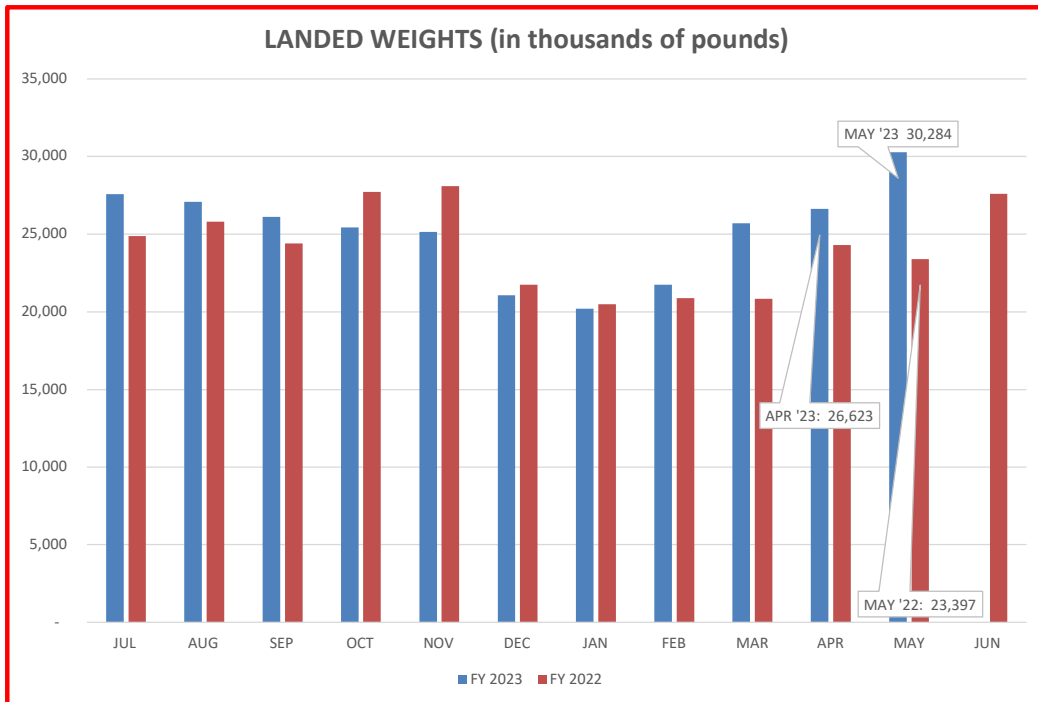
Chart 7



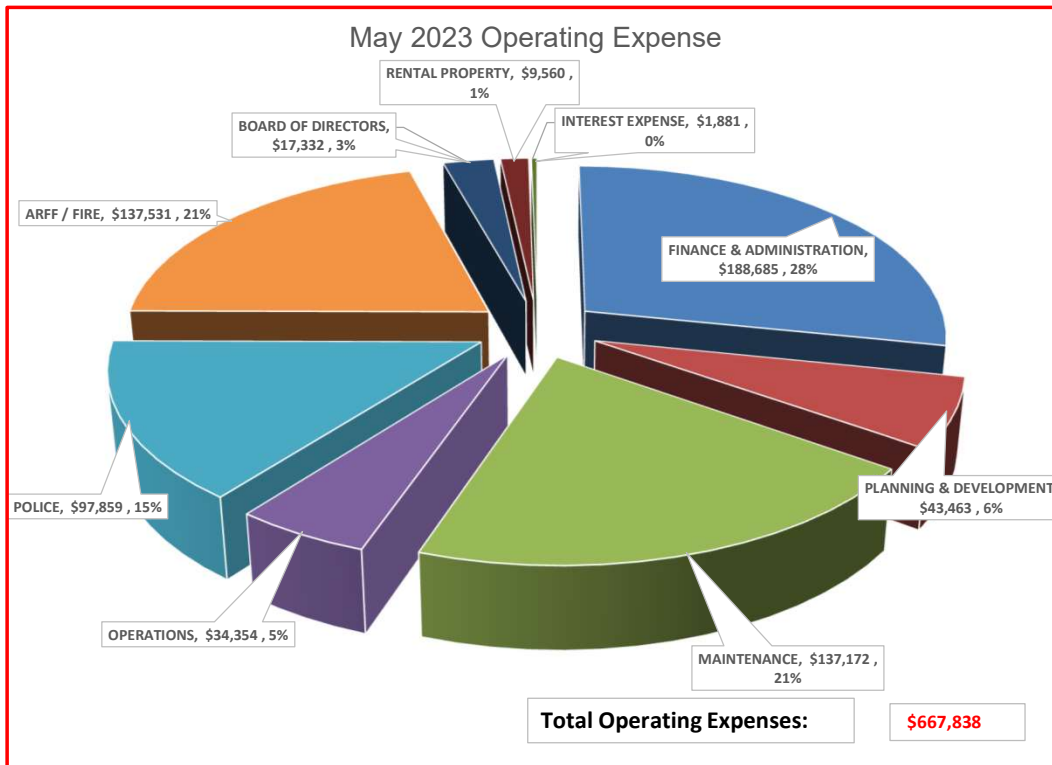
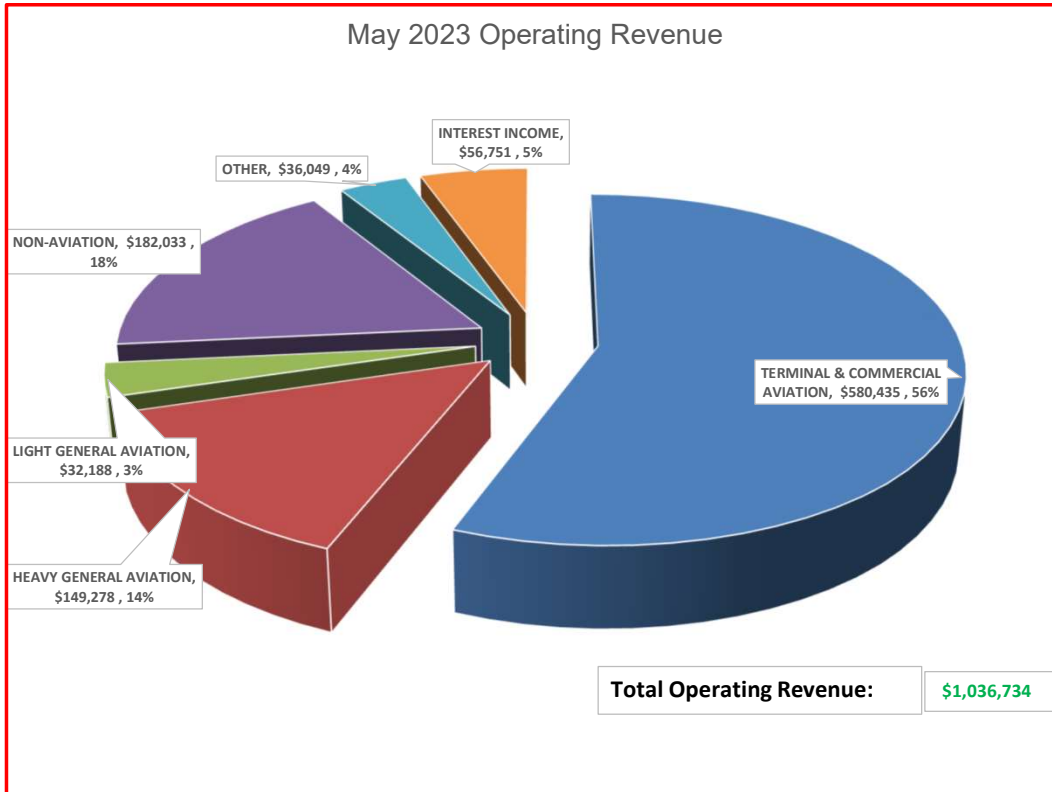
LANDED WEIGHTS. Chart 8 presents the Airport’s landed weights for FY 2022 to FY 2023. We expected landed weights to increase when American began up-gauging with heavier aircraft (the Mainline A319 has a Maximum Gross Landing Weight of 137,788 pounds, as compared to a Maximum Gross Landing Weight of 74,957 pounds for the Regional Embraer 175).

Total landed weights for May 2023 were 30,284 thousand pounds, an increase of 6,887 thousand pounds over the 23,397 thousand pounds landed in the comparable period in 2022, and an increase of 3,661 thousand pounds over the 26,623 thousand pounds landed in April 2023.

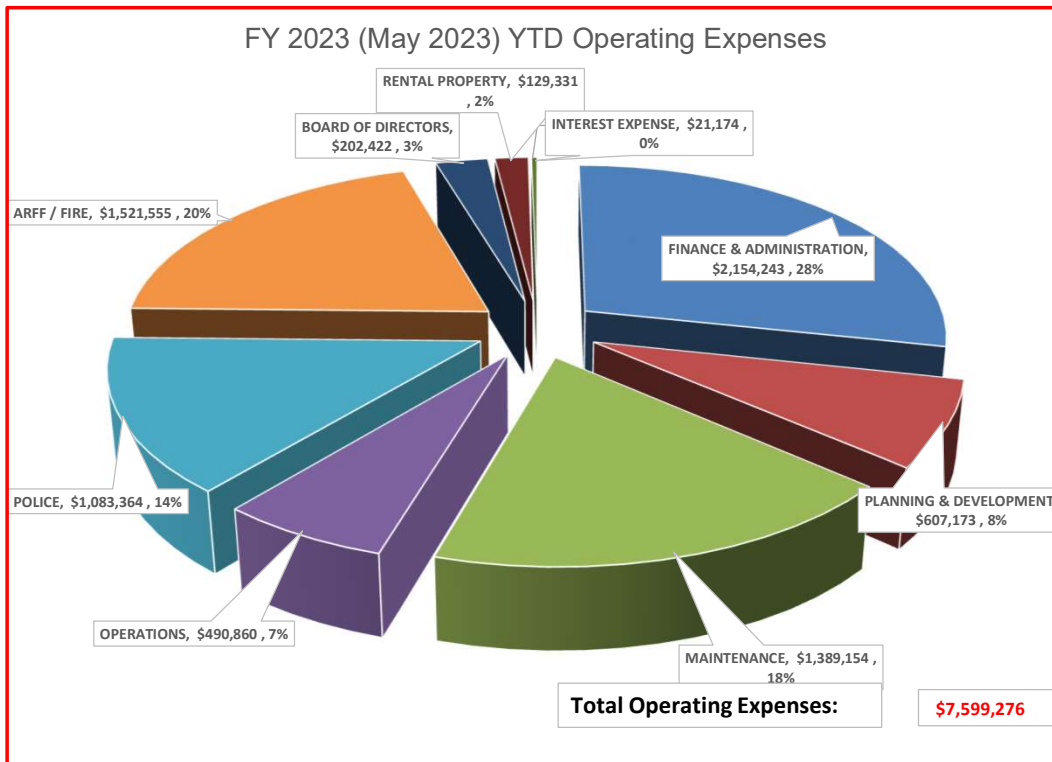
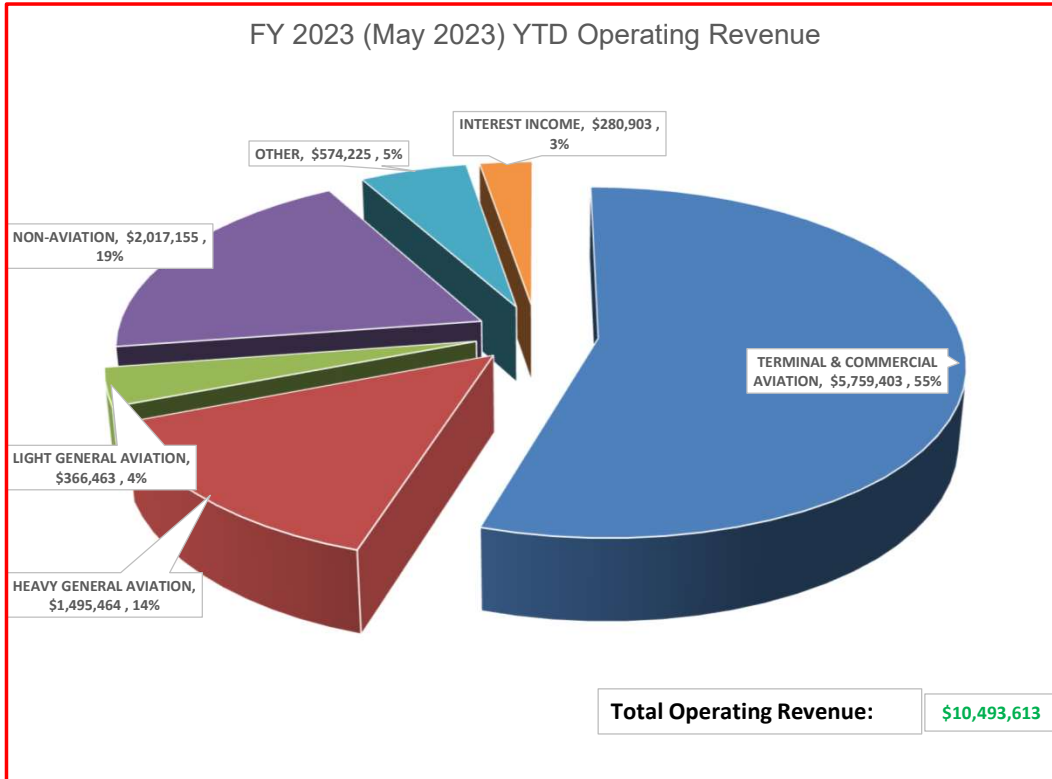
Chart 8



Monterey Peninsula Airport District



Monterey Peninsula Airport District



AIRPORT DISTRICT OPERATING AND FINANCIAL PERFORMANCE SUMMARY

May 31, 2023

OPERATING STATISTICS	May 31, 2023	Budget	%	May 31, 2022	YTD FY 23	Budget	%	YTD FY 22
AIRPORT ACTIVITY								
Air Carrier Landings ¹	363	435	-17%	365	3,857	4,770	-19%	4,076
Landed Weight (in thousands of pounds)	30,284			23,397	277,141			262,549
Enplanements	23,242			19,312	214,763			206,830
Passengers (emp/dep)	47,356			38,336	428,945			413,702
Total Cargo (in pounds)	42,383			42,652	548,939			634,285
Commercial	1,449			1,420	15,418			16,750
General Aviation	3,191			3,722	32,542			36,076
Military	103			134	1,808			2,863
TOTAL AIRCRAFT OPERATIONS	4,743	0	0	5,276	49,768	0	0	55,689
VEHICLE EXIT COUNT								
Long Term (1) Lot	2,474			1,915	26,843			20,112
Upper Short Term (2) Lot	2,517			2,098	21,055			21,487
Lower Short Term (3) Lot	5,405			5,795	60,085			51,723
TOTAL VEHICLE EXIT COUNT	10,396	0	0	9,808	107,983	0	0	93,322

1: Cancelled Flight Landings: Current Month =21 (3 - Alaska /0 - Allegiant /18 - American /0 - United) FYTD = 68 (15 - Alaska /0 - Allegiant /37 - American /16 - United)

	May 31, 2023 ACTUAL	May 31, 2023 Budget	Var. \$	May 31, 2022 ACTUAL	YTD FY 23 ACTUAL	Budget	Var. \$	YTD FY 22 ACTUAL
OPERATING REVENUE								
TERMINAL								
CA Landing, RON, Apron, and Fuel Flowage Fees	\$ 106,155	\$ 97,251	\$ 8,904	82,017	\$ 970,698	\$ 1,056,149	\$ (85,451)	902,311
Rents	144,936	145,044	(108)	144,986	1,594,370	1,595,484	(1,114)	1,603,510
TCP Operator Permits	420	450	(30)	470	5,190	4,950	240	5,660
Taxi Operator Permits & Trip Fees	3,504	4,060	(556)	4,072	34,249	47,326	(13,077)	46,242
TNC Permits, Trip Fees and Peer-to-Peer Rentals	22,238	15,000	7,238	16,911	192,289	152,157	40,132	157,014
Concessions	26,190	17,671	8,519	20,865	257,529	196,431	61,098	201,220
Rental Car	161,340	120,400	40,941	154,531	1,639,276	1,363,841	275,434	1,567,226
Parking	115,652	80,616	35,036	97,536	1,065,801	934,621	131,180	959,480
HEAVY GENERAL AVIATION								
GA Landing Fees	42,012	46,102	(4,090)	42,859	406,864	435,679	(28,815)	470,831
FBO Rent	66,677	60,232	6,445	57,780	653,447	662,552	(9,105)	635,580
Fuel Fees	40,589	44,641	(4,052)	41,612	435,153	440,386	(5,233)	445,896
LIGHT GENERAL AVIATION								
NON-AVIATION	32,188	32,845	(657)	31,992	366,463	361,295	5,168	352,137
OTHER OPERATING REVENUE	182,033	182,732	(699)	179,817	2,017,155	2,000,774	16,381	2,022,798
INTEREST INCOME	36,049	18,500	17,549	24,670	574,225	374,100	200,125	378,400
INTEREST INCOME	56,751	2,692	54,060	709	280,903	38,608	242,295	16,155
TOTAL OPERATING REVENUE	\$ 1,036,734	\$ 868,235	\$ 168,499	\$ 900,827	\$ 10,493,613	\$ 9,664,353	\$ 829,260	\$ 9,764,459

OPERATING EXPENSE								
Finance & Administration	\$ 188,685	\$ 186,150	\$ 2,535	180,571	\$ 2,154,243	\$ 2,289,641	\$ (135,398)	1,194,247
Planning & Development	43,463	60,481	(17,018)	53,676	607,173	679,478	(72,305)	275,670
Maintenance & Custodial Services	137,172	144,365	(7,193)	130,480	1,389,154	1,729,798	(340,644)	757,961
Airport Operations	34,354	52,271	(17,917)	39,482	490,860	587,578	(96,718)	259,961
Police Department	97,859	110,163	(12,304)	102,787	1,083,364	1,208,711	(125,347)	620,067
ARFF /Fire Services	137,531	160,217	(22,686)	151,865	1,521,555	1,762,177	(240,622)	905,018
Board of Directors	17,332	14,823	2,509	14,126	202,422	321,053	(118,631)	88,399
Office Rentals	9,560	8,280	1,280	12,397	129,331	122,610	6,721	86,474
Interest Expense	1,881	1,881	-	2,434	21,174	19,268	1,906	33,866
TOTAL OPERATING EXPENSE	\$ 667,838	\$ 738,632	\$ (70,794)	\$ 687,817	\$ 7,599,276	\$ 8,720,314	\$ (1,121,039)	\$ 4,221,663

OPERATING INCOME	\$ 368,896	\$ 129,603	\$ 239,293	\$ 213,009	\$ 2,894,338	\$ 944,039	\$ 1,950,299	\$ 5,542,797
DISTRICT CAPITAL EXPENDITURES (See Page 20)	\$ (552,773)	\$ (480,750)	\$ (72,023)	\$ (123,916)	\$ (4,338,011)	\$ (7,768,380)	\$ 3,430,369	\$ (195,547)
DEBT SERVICE - PRINCIPAL ONLY	\$ (83,004)			\$ (48,164)	\$ (205,530)			\$ (288,981)

MONTEREY PENINSULA AIRPORT DISTRICT

Statements of Net Position

	May 31, 2023 (Unaudited)	June 30, 2022 (Audited)
ASSETS:		
Current assets:		
Unrestricted:		
Cash	\$ 655,997	\$ 2,004,131
Investments - L.A.I.F.	427,533	5,581,919
Investments - T-Bills	14,979,691	-
Investments - Negotiable CDs	1,070,030	768,848
Accounts receivable, net of \$10,000 allowance	664,145	763,199
Accrued Interest receivable	115,562	8,014
Leases receivable (GASB 87), current portion ⁽¹⁾	1,092,200	1,092,200
FAA Grant Receivable	-	4,806,805
Prepaid and other assets	464,634	183,582
	<u>19,469,792</u>	<u>15,208,699</u>
Restricted:		
Cash	2,592,721	2,392,750
Investments - T-Bills	398,294	-
Investments - Negotiable CDs	563,184	540,013
Total restricted current assets	<u>3,554,198</u>	<u>2,932,763</u>
Total Current Assets	<u>23,023,990</u>	<u>18,141,462</u>
Noncurrent assets:		
Leases receivable (GASB 87), net of current portion ⁽¹⁾	9,853,987	10,855,165
Capital assets:		
Construction-in-Process	23,160,426	14,000,068
Non-depreciable land	4,206,755	4,206,755
Depreciable capital assets, net	63,165,963	66,179,970
	<u>90,533,144</u>	<u>84,386,793</u>
	<u>100,387,131</u>	<u>95,241,958</u>
	<u>123,411,121</u>	<u>113,383,419</u>
DEFERRED OUTFLOWS OF RESOURCES:		
Actuarial valuation of deferred outflows related to pensions ⁽²⁾	6,194,423	6,194,423
Actuarial valuation of deferred outflows related to OPEB ⁽⁴⁾	410,942	410,942
	<u>6,605,365</u>	<u>6,605,365</u>
LIABILITIES:		
Current liabilities:		
Accounts Payable	397,325	935,434
Accrued liabilities	105,702	176,879
Unearned revenues, current portion	80,129	16,826
Accrued compensated absences, current portion	34,044	34,044
Due to the City of Monterey	0	19,966
Interest Payable	20,552	-
Loans payable, current portion	209,972	209,972
Funds held in trust (CFCs)	1,018,897	922,457
Total Current Liabilities	<u>1,866,621</u>	<u>2,315,578</u>
Long-term liabilities:		
Security deposits	457,181	442,154
Unearned revenues, net of current portion	230,044	238,921
Accrued compensated absences, net of current portion	132,311	155,573
Loans payable, net of current portion	5,774,047	2,238,619
Actuarial valuation of net pension liability ⁽⁶⁾	6,509,179	6,509,179
Actuarial valuation of OPEB liability ⁽⁷⁾	2,032,252	2,032,252
Total Long-Term Liabilities	<u>15,135,015</u>	<u>11,616,699</u>
Total Liabilities	<u>17,001,636</u>	<u>13,932,277</u>
DEFERRED INFLOWS OF RESOURCES:		
Actuarial valuation of deferred inflows related to pensions ⁽³⁾	5,159,271	5,159,271
Actuarial valuation of deferred inflows related to OPEB ⁽⁵⁾	737,385	737,385
Deferred inflows related to leases (GASB 87) ⁽¹⁾	10,946,187	11,947,365
Total Deferred Inflows of Resources	<u>16,842,843</u>	<u>17,844,021</u>
NET POSITION:		
Net investment in capital assets	84,116,978	81,250,855
Restricted - unspent Passenger Facilities Charges	1,790,439	1,611,495
Restricted - Cash Assets	1,306,266	881,507
Unrestricted	8,958,324	4,468,630
	<u>\$ 96,172,007</u>	<u>\$ 88,212,487</u>

See Notes to Statements of Net Position.

Notes to Statement of Net Position
As of May 31, 2023

	Lease Receivable	Lease Interest	Total Lease Payments
1. Lease Receivable (GASB 87)			
Current:			
FY 2023	\$ 1,092,200	\$ 343,580	\$ 1,435,780
Noncurrent:			
FY 2024	123,609	129,216	252,826
FY 2025	1,046,968	277,587	1,324,555
FY 2026	1,007,337	246,749	1,254,086
FY 2027	1,043,172	215,988	1,259,160
FY 2028-FY2032	2,689,211	763,579	3,452,790
FY 2033-FY2037	1,182,766	493,643	1,676,409
FY 2038-FY2042	1,001,169	342,175	1,343,344
FY 2043-FY2047	1,099,260	181,320	1,280,580
FY 2048-FY2052	581,179	51,152	632,331
FY 2053	79,316	1,094	80,410
	9,853,987	2,702,503	12,556,491
	\$ 10,946,187	\$ 3,046,083	\$ 13,992,271

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

Pension contributions subsequent to measurement date	\$ 5,035,621
Differences between expected and actual experience	1,022,699
Adjustments due to differences in proportions	136,103
	\$ 6,194,423

3. Deferred Inflows of Resources related to Pensions

Net differences between projected and actual earnings on pension plan investments	\$ 4,297,015
Adjustments due to differences in proportions	9,981
Differences between actual contributions and the proportionate share of contributions	852,275
	\$ 5,159,271

The District's proportion of the net pension liability was based on the District's share of the actuarial accrued liability of the cost-sharing plan, less the District's share of the fiduciary net position.

4. Deferred Outflows of Resources related to OPEB

Changes in assumptions	\$ 178,572
Differences between expected and actual experience	137,447
Contributions made subsequent to the Measurement Date	94,923
	\$ 410,942

5. Deferred Inflows of Resources related to OPEB

Changes in assumptions	\$ 84,280
Differences between expected and actual experience	653,105
	\$ 737,385

6. Net Pension Liability

CalPERS - Miscellaneous Plan (6/30/2021 Measurement Date)	\$ 1,522,217
CalPERS - Safety Plan (6/30/2021 Measurement Date)	4,986,961
	\$ 6,509,178

7. Total OPEB Liability

Actives	\$ 302,431
Retirees	1,729,821
	\$ 2,032,252

MONTEREY PENINSULA AIRPORT DISTRICT
Statement of Cash Flows

	May 2023 (Unaudited)	FYTD 2023 (Unaudited)
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from customers	\$ 1,090,868	\$ 10,379,963
Payments to vendors for goods and services	(834,488)	(6,407,620)
Payments for employees pension and OPEB benefits	(68,299)	(765,950)
Payments to employees for services	(95,649)	(1,317,547)
Net Cash Provided (Used) by Operating Activities	92,433	1,888,847
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES:		
Proceeds from operating grants (CARES Act)	591,817	3,537,488
Net cash provided by non-capital financing activities	591,817	3,537,488
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Proceeds from FAA Grants and Passenger Facilities Charges	1,375,318	11,082,966
Proceeds from Customer Facilities Charges	51,591	487,247
CalTrans Loan Proceeds	-	3,740,958
Acquisition and construction of capital assets	(910,354)	(11,258,505)
Interest paid on loans	-	(21,174)
Principal paid on loans	(83,004)	(205,530)
Net cash provided (used) by capital and related financing activities	433,551	3,825,961
CASH FLOWS FROM INVESTING ACTIVITIES:		
Investment income received	8,438	53,919
Investments (purchased)	(5,258,291)	(10,454,380)
Net cash (used) by investing activities	(5,249,853)	(10,400,461)
Net Change in Cash and Cash equivalents	(4,132,051)	(1,148,165)
Cash and Cash Equivalents at Beginning of Period	7,380,768	4,396,882
Cash and Cash Equivalents at End of Period	\$ 3,248,717	\$ 3,248,717
STATEMENT OF NET POSITION		
CLASSIFICATION OF CASH AND CASH EQUIVALENTS:		
Unrestricted	\$ 655,997	\$ 655,997
Restricted	2,592,721	2,592,721
Total cash and cash equivalents	\$ 3,248,717	\$ 3,248,717
Reconciliation of operating loss to net cash provided (used) by operating activities:		
Operating Loss after Depreciation and Amortization	\$ (153,768)	\$ (2,478,801)
Adjustments to reconcile operating loss to net cash provided by operating activities:		
Depreciation and amortization	467,475	5,112,154
(Increase) decrease in:		
Accounts receivable	88,269	99,055
Prepaid and other current assets	(28,391)	(281,052)
Increase (decrease) in:		
Accounts payable	(326,594)	(538,109)
Accrued liabilities	4,298	(71,177)
Interest payable	20,552	20,552
Security deposits	(4,694)	15,027
Unearned revenues	27,630	54,427
Accrued compensated absences	(2,345)	(23,262)
Due to the City of Monterey	-	(19,966)
Total Adjustments	246,201	4,367,648
Net cash provided (used) by operating activities	\$ 92,433	\$ 1,888,847
Non-cash capital and related financing activities:		
Acquisition of capital assets in accounts payable	\$ 432,147	\$ 432,147
Accrued interest on CEC and CalTrans loans	\$ 18,036	\$ 43,062

MONTEREY PENINSULA AIRPORT DISTRICT
FINANCIAL STATEMENTS UNAUDITED

	FY 2023 May ACTUAL	FY 2023 YEAR-TO-DATE ACTUAL
SOURCES AND USES OF CASH -- OPERATIONS		
SOURCES OF CASH:		
CASH RECEIVED - OPERATING REVENUE	\$ 979,983	\$ 10,212,710
CASH RECEIVED - INTEREST INCOME	56,751	280,903
CASH RECEIVED	<u>1,036,734</u>	<u>10,493,613</u>
USES OF CASH -- OPERATIONS:		
CASH (DISBURSED) - OPERATING EXPENSE	(665,956)	(7,578,101)
CASH (DISBURSED) - DEBT SERVICE (INTEREST EXPENSE)	(1,881)	(21,174)
CASH (DISBURSED) - DEBT SERVICE (PRINCIPAL REDUCTION)	(83,004)	(205,530)
CASH (DISBURSED)	<u>(750,842)</u>	<u>(7,804,806)</u>
CHANGE IN CASH POSITION FROM OPERATIONS & DEBT SERVICE	<u>285,892</u>	<u>2,688,808</u>
USES OF CASH -- CAPITAL PROGRAM:		
CASH (DISBURSED) - ALL CAPITAL PROJECTS (See Page 20)	(910,354)	(11,177,289)
LOAN PROCEEDS - CALTRANS LOAN	-	3,740,958
CASH REIMBURSED - ALL CAPITAL PROJECTS (See Page 21)	<u>1,328,268</u>	<u>5,942,424</u>
CHANGE IN CASH POSITION FROM CAPITAL PROGRAM	<u>417,914</u>	<u>(1,493,907)</u>
CHANGE IN CASH POSITION FROM OPERATIONS, CAPITAL & DEBT SERVICE	<u>\$ 703,805</u>	<u>\$ 1,194,900</u>

Supplemental Information:

PAID FROM 2023 OPERATING INC:	DATE PAID	AMOUNT PAID	AMOUNT UNAMORTIZED
WORKER'S COMP PREPAID	7/1/2022	(43,405)	14,495
UAL PREPAID 07-01-2022	7/1/2022	(628,029)	(51,056)
			<u>\$ (36,560)</u>
FAA CARES, CRRSA and ARPA Grants Billed FYTD (See Page 24)			<u>\$ 3,929,174</u>

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

Project Number/AIP #	Project Name	Balance at 30-Jun-22	FYTD Additions	FYTD Placed in Service	Balance at May 31, 2023	Total Project Budget	Percentage Physically Complete
CFC Funded:							
2019-03	Water Distribution System	\$535,192	\$391,932		\$ 927,124	\$2,828,058	45%
PFC Funded:							
2020-04	CCTV and Perimeter Camera System	-	105,243		105,243	200,000	50%
FAA Funded:							
2020-12/AIP 73	Northside GA Apron Construction	8,516,259	614,846		9,131,105	11,000,000	99%
2020-13/AIP 72	Northeast VSR Improvements	1,912,961	103,970	(2,016,931)	-	1,946,065	100%
2021-04/AIP 76	SEP Phase 1 A1- Commercial Apron Design	2,429,001	681,515		3,110,516	3,350,000	100%
2022-01/AIP 79	SEP Phase B1/B2/B3 - ARFF Design	374,767	4,056,918		4,431,685	6,603,000	35%
2023-01	SEP Phase D1 - Terminal Design	150	85,500		85,650	3,775,000	0%
District Only Funded:							
2020-14	Northwest Building Abatement	203,879	-		203,879	350,000	50%
2022-02	Vehicle Replacement	27,859	53,357	(81,216)	-	n/a	n/a
2023-04	2801 Property Repairs	-	23,490		23,490	350,000	0%
2023-05	Fred Kane to Skypark Paving	-	31,661		31,661	250,000	0%
2023-06	Airfield Vehicle Gates - \$100K	-	45,236		45,236	100,000	15%
2023-07	Terminal Building Painting	-	160,000		160,000	160,000	100%
2023-07	West Hold Room Passenger flow upgrades	-	58,004	-	58,004	165,000	95%
2023-08	SE Hangar Relocation - \$7M	-	4,846,832		4,846,832	7,000,000	15%
		\$ 14,000,068	\$ 11,258,506	\$ (2,098,147)	\$ 23,160,427	\$ 38,077,123	

FISCAL YEAR 2023
Airport Capital Improvements / Capital Expenditures
FINANCIAL STATEMENTS UNAUDITED
May 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 2023		
Current Period		
\$	552,773.20	61%
	276,631.41	30%
	68,074.37	7%
	12,874.95	1%
\$	910,353.93	100%

Actual FY 2023		
Year-To-Date		
\$	4,338,010.83	39%
	5,662,785.75	51%
	787,060.90	7%
	389,431.85	3%
\$	11,177,289.33	100%

FY 2022/23 District Capital Expenses/Budget:

	Actual PTD	Budget PTD	Actual FYTD	Budget FYTD
2019-03 Water Distribution System	C \$ 12,874.95	-	\$391,932.18	\$ 1,051,705.00
2020-04 CCTV and Perimeter Camera System	R 40,424.02	-	105,243.34	200,000.00
2020-12 Northside GA Apron Construction	R -	-	614,846.02	440,194.00
2020-13 Northside VSR Improvement	R -	-	103,969.95	-
2020-14 Northwest Building Abatement	D -	-	-	194,425.00
2021-04 SEP Phase A1 Commercial Apron	R 8,233.41	-	681,515.48	1,398,403.00
2022-01 SEP Phase B1/B2/B3-ARFF Design	R 296,048.35	949,167.00	4,056,918.26	7,615,837.00
2022-02 Replacement Vehicles	D -	-	(27,859.00)	55,000.00
2023-01 SEP Phase D1 Terminal Design	R 80,750.00	209,720.00	85,500.36	2,306,920.00
2023-02 Runway 28L-10R Treatment	R -	-	-	2,170,000.00
2023-03 Commercial Apron Construction	R -	620,000.00	-	1,240,000.00
2023-04 2801 Property Repairs	D -	-	23,489.45	350,000.00
2023-05 Fred Kane to Skypark Pavement Improvements	D -	-	31,661.40	250,000.00
2023-06 Airfield Vehicle Gate Upgrades	D 29,403.45	-	45,236.45	100,000.00
2023-07 Terminal Building Outside Painting	D -	-	160,000.00	160,000.00
2023-07 West Hold Room Passenger Flow Upgrades	D -	-	58,003.93	165,000.00
2023-08 Southeast Hangar Relocation	D 442,619.75	505,750.00	4,846,831.51	5,017,250.00
	\$910,353.93	\$2,284,637.00	\$11,177,289.33	\$22,714,734.00

R - District advances to FAA/PFC projects that will be reimbursed through grant draws; D - District only Expense projects; C - Project that will be funded using CFC funds.

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

Project Number/AIP #	Project Name	FAA	PFC	CFC	Totals
Jul 2022 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			14,950	
FAA/PFC Funded:					
2021-04/AIP 76	SEP Phase 1 A1- Commercial Apron Design	171,860	6,711		
		171,860	6,711	14,950	\$193,521
Aug 2022 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			1,402	
FAA/PFC Funded:					
2020-12/AIP 73	Northside GA Apron Construction		2,151		
2021-04/AIP 76	SEP Phase 1 A1- Commercial Apron Design	116,876	45,640		
		116,876	47,791	1,402	\$166,069
Sept 2022 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System				
FAA/PFC Funded:					
2020-12/AIP 73	Northside GA Apron Construction	252,159	25,975		
2020-13/AIP 72	Northeast VSR Improvements	258,990			
		511,149	25,975	-	\$537,125
Oct 2022 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			64,185	
FAA/PFC Funded:					
2020-12/AIP 73	Northside GA Apron Construction	5,127			
2021-04/AIP 76	SEP Phase 1 A1- Commercial Apron Design	305,523	21,439		
2022-01/AIP 79	SEP Phase B1/B2/B3 - ARFF Design	615,670			
		926,320	21,439	64,185	\$1,011,944
Nov 2022 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System				
FAA/PFC Funded:					
2020-12/AIP 73	Northside GA Apron Construction	194,123	22,379		
2020-13/AIP 72	Northeast VSR Improvements	18,863	84,352		
2022-01/AIP 79	SEP Phase B1/B2/B3 - ARFF Design	111,466	10,924		
		324,452	117,655	-	\$442,107
Dec 2022 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System				
FAA/PFC Funded:					
2020-12/AIP 73	Northside GA Apron Construction		953		
2021-04/AIP 76	SEP Phase 1 A1- Commercial Apron Design	468,951	12,733		
		468,951	13,686	-	\$482,637
Jan 2023 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			20,983	
FAA/PFC Funded:					
2022-01/AIP 79	SEP Phase B1/B2/B3 - ARFF Design	378,524			
		378,524	0	20,983	\$399,507
Feb 2023 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			35,098	
FAA/PFC Funded:					
2022-01/AIP 79	SEP Phase B1/B2/B3 - ARFF Design	181,726			
		181,726	0	35,098	\$216,824
Mar 2023 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			118,024	
FAA/PFC Funded:					
2022-01/AIP 79	SEP Phase B1/B2/B3 - ARFF Design	810,369			
		810,369	0	118,024	\$928,393
Apr 2023 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			-	
FAA/PFC Funded:					
2022-01/AIP 79	SEP Phase B1/B2/B3 - ARFF Design	236,029			
		236,029	0	-	\$236,029
May 2023 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			136,165	
FAA/PFC Funded:					
2022-01/AIP 79	SEP Phase B1/B2/B3 - ARFF Design	1,192,103			
		1,192,103	0	136,165	\$1,328,268
		\$5,318,359	\$233,257	\$390,807	\$5,942,424

FISCAL YEAR 2023
Schedule Of Cash and Investments
FINANCIAL STATEMENTS UNAUDITED

	Par Value	Purchase Date	Maturity Date	Value At May 31, 2023	Interest Rate
UNRESTRICTED:					
U.S. Treasury Bills - MPAD (JP Morgan custodian):					
U.S. Treasury Bill - \$1,000,000 - 3 Month	1,000,000.00	03/3/23	06/01/23	988,325.00	4.79%
U.S. Treasury Bill - \$1,800,000 - 1 Month	1,800,000.00	05/17/23	06/13/23	1,792,816.00	5.34%
U.S. Treasury Bill - \$2,000,000 - 1 Month	2,000,000.00	05/15/23	06/13/23	1,991,469.00	5.32%
U.S. Treasury Bill - \$1,000,000 - 2 Month	1,000,000.00	05/02/23	06/27/23	992,341.00	5.04%
U.S. Treasury Bill - \$2,000,000 - 4 Month	2,000,000.00	03/17/23	07/05/23	1,968,000.00	4.96%
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	5.06%
	<u>15,200,000.00</u>			<u>14,979,691.00</u>	
Pooled Money Investment Account - MPAD					
State of California - Local Agency Investment Fund		Various	Various	<u>500,335.31</u>	2.07%
Money Market Account - MPAD					
JP Morgan Chase - District Reserve - Money Market Account				<u>18,152.07</u>	0.01%
Debt Service Accounts - MPAD					
JP Morgan Chase - California Energy Commission Loan Reserve				<u>94,945.10</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		06/13/19	06/13/23	125,000.00	3.30%
Sallie Mae BK Salt Lake City UT CTF DEP ACT/365		06/28/22	07/08/24	250,000.00	3.30%
Cash And Cash Equivalents		Various	# Various	<u>70,852.00</u>	Variable
			#	<u>1,095,852.00</u>	
General Accounts - MPAD					
JP Morgan Chase - various checking accounts				<u>542,899.71</u>	
				17,231,875.19	
				(72,802.20)	
				<u>(25,822.01)</u>	
				<u>\$ 17,133,250.98</u>	
				Subtotal: Unrestricted Cash and Investments	

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 May 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	05/15/23	06/13/23	<u>\$ 398,294.00</u>	5.32%
Passenger Facility Charges (PFCs) - RESTRICTED:					
JP Morgan Chase - Passenger Facility Charges (PFCs)				<u>\$ 1,227,255.58</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	271,889.89	Variable
				<u>571,889.89</u>	
				<u>\$ 1,799,145.47</u>	
Customer Facility Charges (CFCs) - RESTRICTED:					
JP Morgan Chase - Customer Facility Charges (CFCs)				<u>\$ 967,347.25</u>	0.01%
Tenant's Security Deposits - RESTRICTED:					
JP Morgan Chase - Money Market Account				<u>\$ 59,198.96</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				3,562,904.41	
Less: CDs May 31, 2023 matrix pricing adjustment				<u>(8,706.00)</u>	
Sub-total: Restricted Cash and Investments				<u>3,554,198.41</u>	
Total MPAD Cash and Investments:				<u>\$ 20,687,449.39</u>	

Monterey Peninsula Airport District
 CARES, CRSSA and ARPA Grants, Expenditures Processed and Balances
 May 31, 2023

CARES ACT GRANT -3-06-0159-071-2021		Total Draws	FY 2023		Balance
Grant Date	Grant Amount	Prior Fiscal Years	Draws		
5/13/2020	\$ 12,664,025	\$ 8,289,975	\$ 3,929,174	\$	444,876
CRSSA ACT CONCESSIONS GRANT -3-06-0159-075-2021					
Grant Date	Grant Amount		Total Draws		Balance
3/22/2021	\$ 50,110	\$ -	\$ 50,110	\$	-
ARPA ACT GRANT -3-06-0159-077-2021					
Grant Date	Grant Amount		Total Draws		Balance
8/12/2021	\$ 3,149,773	\$ 3,149,773	\$ -	\$	-
ARPA ACT LARGE CONCESSIONS GRANT -3-06-0159-078-KY 2022					
Grant Date	Grant Amount		Total Draws		Balance
12/22/2021	\$ 40,088	\$ -	\$ 40,088	\$	-
ARPA ACT SMALL CONCESSIONS GRANT -3-06-0159-078-KY 2022					
Grant Date	Grant Amount		Total Draws		Balance
12/22/2021	\$ 160,351	\$ -	\$ 160,351	\$	-
	\$ 16,064,347	\$ 11,439,748	\$ 4,179,723	\$	444,876
Grant Funds General	\$ 15,813,798	\$ 11,439,748	\$ 3,929,174	\$	444,876
Grant Funds Concession	250,549	-	250,549		-
Grants Funds	\$ 16,064,347	\$ 11,439,748	\$ 4,179,723	\$	444,876 **

CARES ACT DRAWS:

July	\$ 572,752
Sept	654,933
Oct	567,444
Dec	887,525
Feb	704,813
May	541,707
	<u>\$ 3,929,174</u>

****Post-Report Draws:**

June	\$ <u>444,876</u>	<i>Final Draw; received on June 15, 2023.</i>
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MONTEREY FIRE DEPARTMENT

Report to Airport Board of Directors

June 2023

1. Incident Responses

Engine assigned to Fire Station 16 (Airport) responded to a total of 29 incidents during the month as follows:

- MPAD property – 6
- City of Monterey – 22
- Other Cities in Monterey Fire Jurisdiction – 0
- Auto / Mutual Aid – 1

2. Training

Personnel completed a total of 20.4 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

- In June we held interviews with 13 candidates for promotion to Captain. Several of the candidates are former Airport employees and did well in the process. We currently have four vacancies and will make the promotions effective August 1.

4. Incident List – on Airport property incidents

Alarm Date / Time	Response Time	Location	Incident Type
6/1/2023 8:16 AM	0:06:42	1174 Airport RD	Alarm system sounded due to malfunction
6/7/2023 2:34 PM	0:01:26	200 Fred Kane DR	Removal of victim(s) from stalled elevator
6/15/2023 3:00 PM	0:01:00	150 Olmsted	Medical assist, assist EMS crew
6/18/2023 1:46 PM	0:02:03	200 Fred Kane DR	EMS call, excluding vehicle accident with injury
6/21/2023 11:54 AM	0:02:13	300 Sky Park DR	Person in distress, other
6/25/2023 9:46 PM	0:03:26	200 Fred Kane DR	EMS call, excluding vehicle accident with injury

TO: Michael La Pier, Executive Director
FROM: Operations Department
DATE: July 3, 2023
SUBJ: Operations Report

The following is a summary of activity of general Airport Operations for June 2023 and planned airline activities for July 2023.

- 1 The following reports are attached:
 - June 2023 Noise Comment Report
 - Operating and Expense Reports for the Taxi (through June 2023) and TNC ground transportation systems (through May 2023)
 - Commercial Flight Cancellations & Delays Report for June 2023
 - Commercial Flight Schedule for July 2023

- 2 Below is the summary of scheduled airline activity for July 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 124 flights (Arrivals and Departures)

Allegiant Air

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

United operated by SkyWest

- LAX operates twice a day with a mixture of EMB 175 and CRJ 700 aircraft
- DEN operates once a day with the EMB 175
- SFO operates twice a day with the CRJ 200 & EMB 175
- Scheduled to operate a monthly total of 310 flights (Arrivals and Departures)

American Eagle operated by Mesa / Envoy

- PHX operates three daily flights using a mix of CRJ 700 & EMB 175 aircraft
- DFW continues with two daily flights using the A319 aircraft
- Scheduled to operate a monthly total of 274 flights (Arrivals and Departures)

Cumulatively speaking, flights have decreased by 34 flights (760 vs.726) compared to July 2022, a decrease of 4%. The number of available seats has increased by approximately 14% (61,010 vs. 53,314).

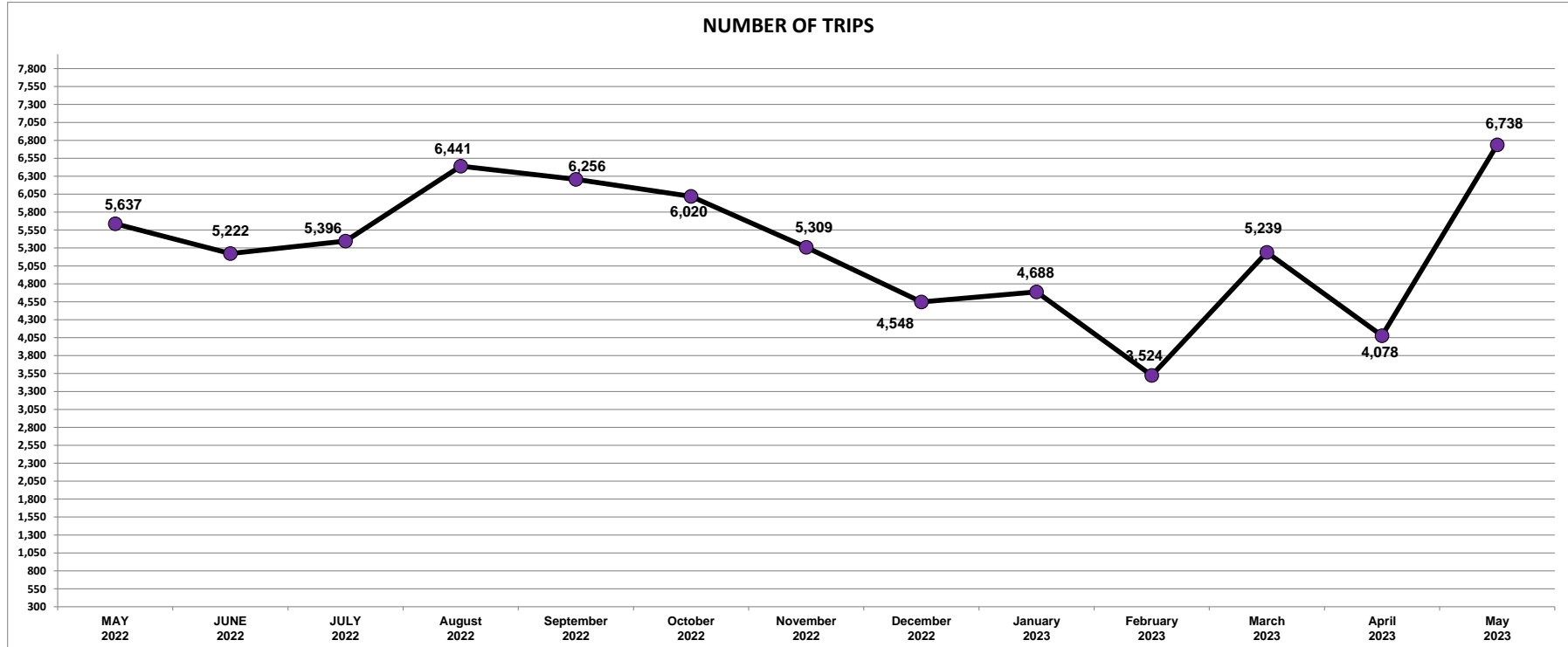
MRY AIRPORT NOISE COMMENT LOG JUNE 2023

Name	Location (Address)	Incident Date	Incident Time	Aircraft ID	</> of Flight	Comments	By	Action Taken	Reported Weather / Notes		
AIR OPERATIONS CENTERED AT MONTEREY AIRPORT											
1	Shannon Garrett	DRO	Daily	AM & PM	N/A	N/A		MC	<p>Any updates on what the airport board is going to do to rectify the noise complaints due to the jet plane noise in our neighborhood??</p> <p>We have been asking for answers for months, the least you can do is respond. It seems that the jets warm up at 4/5 am every morning and land as late as midnight some nights. Please respond on the plan to for you guys to handle the additional noise for having the larger airplanes at the airport, and more frequent and late/early hours for the neighbors. Sense we are the ones who have to be woke up all hours of the night/morning with our windows shaking! If you are not able to answer, can you give me the information to someone who can, please?</p> <p>This is my fourth email with no response!</p>	<p>Sent directly to a work email. We responded to say we have had no correspondence through the noise submission process. We explained that airline schedules are often dictated by connections at larger airports and that FAA require we are available 24 hours a day. Directed her to noise abatement site for future comments and advised that we would log her comments.</p>	<p>Further submission received that day with same comments via noise submission form.</p>
AIR OPERATIONS ORIGINATING FROM ANOTHER AIRPORT											
AIR OPERATIONS OF UNKNOWN ORIGIN											
0	**NONE**										

MONTHLY TOTALS and COMPARISONS

	Jun-23	Jun-22	% Change	Other Airport	UNKNOWN ORIGINS
Number of Complaints:	1	3	-67%	0	0
Number of Operations:	4,663	5,607	-17%		
			% Change		
Annual Total	26	38	-32%	0	0

Transportation Network Companies (TNCs)



	2022	2022	2022	2022	2022	2022	2022	2022	2022	2023	2023	2023	2023	2023
	MAY	JUNE	JULY	August	September	October	November	December	January	February	March	April	May	May
NUMBER OF TRIPS	5,637	5,222	5,396	6,441	6,256	6,020	5,309	4,548	4,688	3,524	5,239	4,078	6,738	
NUMBER OF TNCs	2	2	2	2	2	2	2	2	2	2	2	2	2	2
TNC TRIP FEES	\$ 16,911	\$ 15,666	\$ 16,188	\$ 19,323	\$ 18,768	\$ 18,060	\$ 15,927	\$ 13,644	\$ 14,064	\$ 10,572	\$ 15,717	\$ 12,234	\$ 20,214	
TNC PAYMENT PENALTIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TNC - TOTAL REVENUE	<u>\$ 16,911</u>	<u>\$ 15,666</u>	<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>	

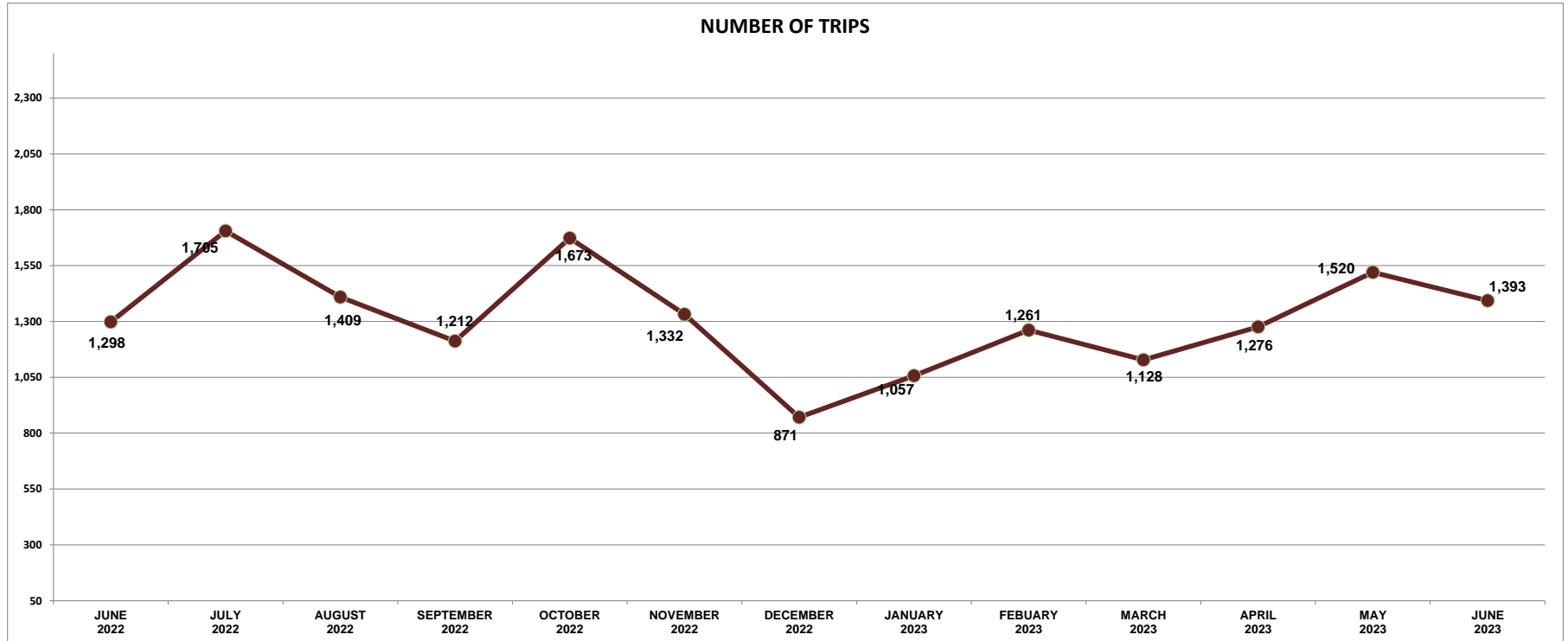
Cumulative 12-Month Operating Income: \$ 190,377

Fiscal Year To Date (July 2022 - June 2023) Operating Income: \$ 174,711

13-MONTH ROLLING COMPARISON

Taxis

NUMBER OF TRIPS



	2022 JUNE	2022 JULY	2022 AUGUST	2022 SEPTEMBER	2022 OCTOBER	2022 NOVEMBER	2022 DECEMBER	2022 JANUARY	2023 FEBRUARY	2023 MARCH	2023 APRIL	2023 MAY	2023 JUNE
NUMBER OF TRIPS	1,298	1,705	1,409	1,212	1,673	1,332	871	1,057	1,261	1,128	1,276	1,520	1,393
PERMITS SOLD	17	7	3	1	0	0	0	1	1	1	0	0	12
TAXI TRIP FEES	\$ 3,894	\$ 5,115	\$ 4,227	\$ 3,636	\$ 5,019	\$ 3,996	\$ 2,613	\$ 3,171	\$ 3,783	\$ 3,384	\$ 3,828	\$ 4,560	\$ 4,179
TAXI PERMIT FEES	\$850	\$350	\$150	\$25	\$0	\$0	\$0	\$100	\$100	\$100	\$100	\$100	\$1,200
TAXI - TOTAL REVENUE	\$ 4,744	\$ 5,465	\$ 4,377	\$ 3,661	\$ 5,019	\$ 3,996	\$ 2,613	\$ 3,271	\$ 3,883	\$ 3,484	\$ 3,928	\$ 4,660	\$ 5,379

CURB MGMT CONTRACT	2022 JUNE	2022 JULY	2022 AUGUST	2022 SEPTEMBER	2022 OCTOBER	2022 NOVEMBER	2022 DECEMBER	2022 JANUARY	2023 FEBRUARY	2023 MARCH	2023 APRIL	2023 MAY	2023 JUNE
SOFTWARE LICENSE/HOSTING									\$ -	\$ -	\$ -	\$ -	\$ -
BEACON LICENSING	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 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	\$ 2,083	\$ 2,916	\$ 2,916	\$ 2,916	\$ 2,916	\$ 2,916

OPERATING INCOME / (LOSS)	\$ 2,661	\$ 3,382	\$ 2,294	\$ 1,578	\$ 2,936	\$ 1,913	\$ 530	\$ 355	\$ 967	\$ 568	\$ 1,012	\$ 1,744	\$ 2,463
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FYTD 2023 (July 2022 - June 2023) OPERATING INCOME / (LOSS) \$ 19,742

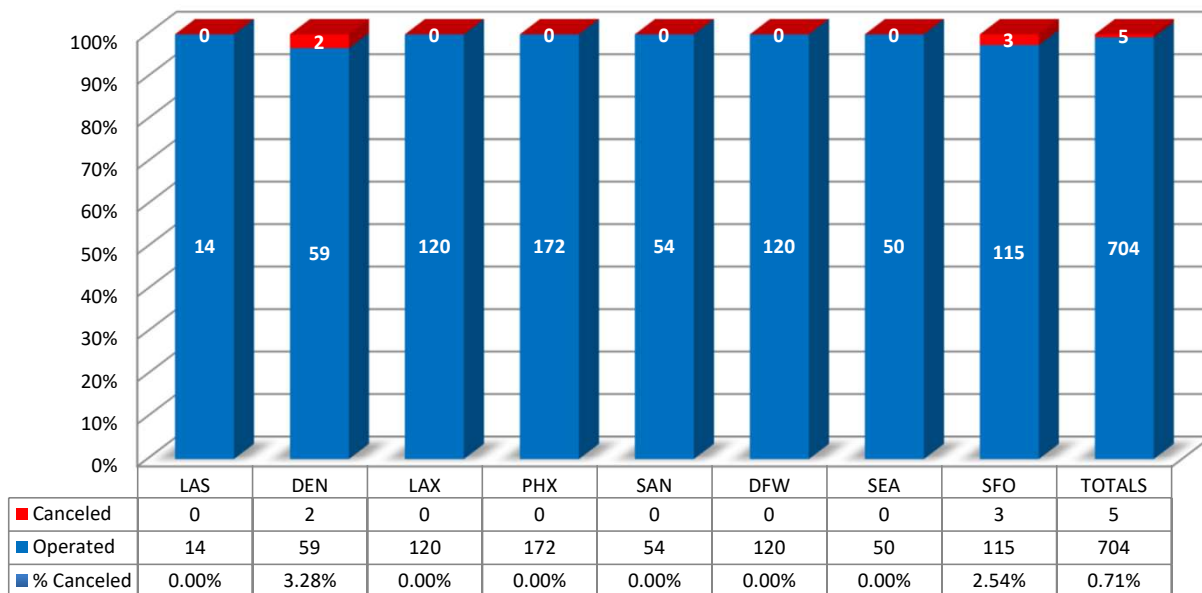
CUMULATIVE (12-MONTH) OPERATING INCOME / (LOSS) \$ 19,742

* September 1st swap to "OBD" system

JUNE 2023

June Commercial Flights

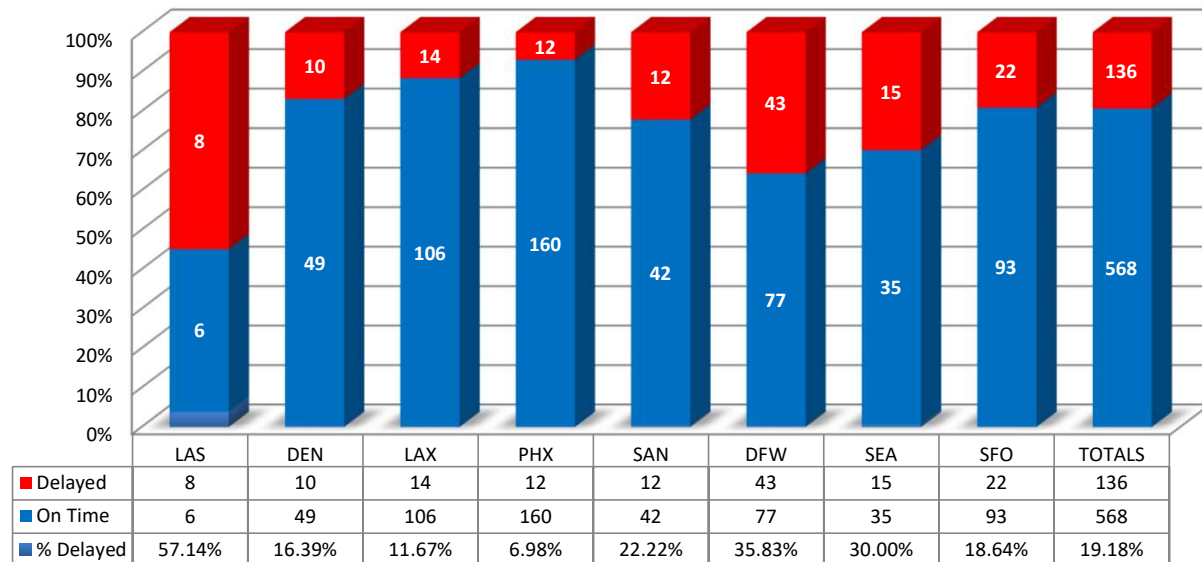
Operated vs. Canceled



TOTAL CANCELLATIONS: 5

June Commercial Flights

On Time vs. Delayed



TOTAL DELAYED FLIGHTS: 136



Monterey Regional Airport July 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	9:45 AM	DAILY	DFW		1835	5:15 AM	DAILY	A319 (128))		
EMB175 (76)	PHX		3098	10:30 AM 12:00PM	5-31 1-4	PHX		4813	6:00 AM	DAILY EX 4	EMB175 (76)		
A319 (128))	DFW		2879	11:50 AM	DAILY	SFO		5653	6:00 AM	DAILY	CRJ200 (50)		
EMB175 (76)	SFO		5479	12:20 PM	DAILY EX 5	LAX		5658	10:30 AM	DAILY	CRJ700 (66)		
EMB175 (76)	SAN		2045	12:50 PM	1, 4-8, 11-15	PHX		3003	11:15 AM	DAILY	CRJ700 (66)		
EMB175 (76)	DEN		5438	1:30 PM	DAILY	DFW		2879	12:30 PM	DAILY	A319 (128))		
EMB175 (76)	SAN		3489	2:10 PM	1-14	DEN		5778	1:00 PM	DAILY	EMB175 (76)		
EMB175 (76)	SEA		3319	3:40 PM	15-30	SFO		4729	2:30 PM	DAILY	EMB175 (76)		
A319 (128))	PHX		222	3:45 PM	DAILY EX 4	SEA		3471	2:50 PM	1-12 EX 6,7	EMB175 (76)		
A319 (156)	LAS		18	4:20 PM	3,7,10,14,17,21,24,28,31	SAN		3473	4:20 PM	DAILY	EMB175 (76)		
EMB175 (76)	SAN		3489	7:10 PM	15-30 EX 20,21,27,28	PHX		222	4:30 PM	DAILY EX 3,4, 11,18,25	A319 (128))		
EMB175 (76)	LAX		5233	7:45 PM	DAILY	LAS		33	5:10 PM	3,7,10,14,17,21,24,28,31	A319 (156)		
EMB175 (76)	PHX		3438	8:40 PM	DAILY	SEA		3471	7:50 PM	DAILY	EMB175 (76)		
A319 (128))	DFW		1563	9:15 PM	DAILY	LAX		4743	8:30 PM	DAILY	EMB175 (76)		
CRJ200 (50)	SFO		5447	11:30 PM	DAILY								

*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: July 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 June 2023:

- **ARFF Construction**
 - The contractor has begun to install wall layout, wall framing, electrical and fire sprinkler rough in.

- **Youth Art Exhibit**
 - A new Youth Art Exhibit was installed in June titled "Let's Get Surreal!" featuring work from the 7th and 8th grade art students at the John Gutierrez Middle School in Salinas.

- **West Hold Room Upgrades**
 - As part of the Outside Courtyard improvements, two 11' x 20' louvered Pergolas were installed. The design provides the ability to provide both sun or shade. It also provides protection from the rain when the louvers are closed and includes a full gutter system around the roof and downspouts in two of the posts.

- **Maintenance Vehicle Replacement**
 - The Ford F150 Lightning EV truck has been added to the maintenance department fleet of vehicles.

FUNDING				EXPENDITURES				STATUS			
PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2023 Expenditures to Date	6/30/2023	% Physical Complete	Project Name	Current Status	4 Week Look Ahead	
<u>ACTIVE FEDERALLY-FUNDED PROJECTS:</u>											
1	2020-12	73	18-22-C-00-MRY	\$11,000,000	\$8,435,652	\$714,619	\$9,150,271	99%	NORTHSIDE GA APRON CONSTRUCTION	Grant was executed on 12/18/2020. Construction contract was awarded to Teichert at the 12/18/20 BOD meeting. Construction began on March 29, 2021.	Final engineering reports have been submitted to FAA with the primary project complete; mitigation will remain open until June 2023.
2	2020-13	72	18-22-C-00-MRY	\$1,946,065	\$1,881,783	\$135,148	\$2,016,931	100%	NORTHEAST VSR IMPROVEMENTS	Grant was executed on 9/10/2020. Construction contract was awarded to Teichert at the 12/18/20 BOD meeting. Construction began on March 29, 2021.	Final reports have been submitted to FAA for grant closeout.
3	2021-04	76	18-22-C-00-MRY	\$3,350,000	\$2,207,111	\$944,165	\$3,151,276	100%	SEP Phase B1 Commercial Apron Design	An FAA Grant Offer for Design was executed on August 2, 2021. C&S Engineering completed design and FAA gave approval to begin solicitation. The Notice to Bidders was published on February 7, 2023.	Staff are working on close out documents for the Design phase of the Commercial Apron.
4	2022-01	79	18-22-C-00-MRY	\$6,603,000	\$258,771	\$4,172,914	\$4,431,685	70%	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 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 will be installed in July.
5	2023-01	TBD	18-22-C-00-MRY	\$3,775,000	\$0	\$85,650	\$85,650	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 July 2023.

FUNDING				EXPENDITURES				STATUS			
PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2023 Expenditures to Date	6/30/2023	% Physical Complete	Project Name	Current Status	4 Week Look Ahead	
6	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.	
7	2023-03	TBD	18-22-C-00-MRY	\$44,707,180	\$0	\$0	\$0	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 July 21, 2023.	
<u>OUTSIDE FUNDED PROJECTS:</u>											
8	2019-03	N/A	N/A	\$2,828,058	\$520,242	\$410,604	\$930,846	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.
9	2023-08	N/A	N/A	\$7,100,000		\$5,289,451	\$5,289,451	40%	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>PFC FUNDED PROJECTS</u>											
10	2020-04	N/A	20-24-C-00-MRY	\$200,000	\$0	\$105,243	\$105,243	100%	CCTV TERMINAL AND PERIMETER SECURITY UPGRADES	After approval at the December BOD meeting, staff have begun to work with Bandit Systems to develop a schedule for construction/installation.	The terminal installation was completed in May 2023, this concludes the project.

FUNDING				EXPENDITURES				STATUS			
PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2023 Expenditures to Date	6/30/2023	% Physical Complete	Project Name	Current Status	4 Week Look Ahead	
<u>DISTRICT ONLY FUNDED PROJECTS</u>											
11	2020-14	N/A	N/A	\$350,000	\$203,879	\$0	\$203,879	0%	NORTHWEST BUILDING ABATEMENT	Abatement work was completed in June, 2021.	Staff are evaluating building 1105 Airport Way.
12	2022-02	N/A	N/A	\$83,000	\$27,859	\$53,357	\$81,216	100%	VEHICLE REPLACEMENT	The new maintenance truck was finally ready for pickup on September 13, 2022 and has been added to the vehicle fleet.	Project closed.
13	2023-04	N/A	N/A	\$350,000		\$23,490	\$23,490	0%	2801 PROPERTY REPAIRS	2801 Building A needed significant elevator updates to meet State requirements that were completed in September.	Staff are working with our consulting engineers and the project plans and specifications were placed out-to-bid with a June 30, 2023 closing date. Staff anticipate bringing a bid award recommendation at the July board meeting.
14	2023-05	N/A	N/A	\$250,000		\$31,661	\$31,661	5%	FRED KANE-SKYPARK PAVEMENT IMPROVEMENTS		Same as 2023-04 above.
15	2023-06	N/A	N/A	\$100,000		\$45,236	\$45,236	100%	AIRFIELD VEHICLE GATE IMPROVEMENTS	A contract was approved at the February 2023 Board meeting with R&S Erection Company. R&S have ordered the materials for the improvements. There is a three to five week lead time for the materials.	The project was completed in April 2023.
16	2023-07	N/A	N/A	\$325,000		\$229,210	\$229,210	95%	TERMINAL BUILDING OUTSIDE PAINTING and WEST HOLD ROOM UPGRADES	The terminal painting began in February 2023 and was completed the first week of April 2023.	The outside courtyard improvements were completed in June, 2023. The west hold room furniture was ordered in April and will arrive and be installed in mid-July.



POLICE

DEL REY OAKS

MONTHLY POLICE ACTIVITY REPORT

JUNE 2023

TO: Michael La Pier, Executive Director
FROM: Sergeant Roger Guzman
DATE: July 2, 2023
SUBJECT: Police Activity Report for June 2023

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

Highlights

Del Rey Oaks Police Officers responded to approx 5 **door and gate alarms** in June.

Training

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

Calls for Service

1. 06/13/23 8:35 PM Sgt Nguyen and Ofcr Dowson
United Counter: Unruly passenger
Sgt Nguyen and Ofcr Dowson responded to a passenger who missed her flight and was hostile to United staff. Ofcr Dowson and Sgt Nguyen were able to get her to cooperate and leave. She was later re-booked.
2. 06/18/2023 1:44 PM Ofcr Anderson
Woody's cockpit: Medical
Elderly female fell in front of downstairs restaurant. AMR transported female to CHOMP.
3. 06/23/23 2:30 PM Ofcr J. Andoy
Alaska Counter: found property
Ofcr J Andoy located a bag left on Alaska counter. Ofcr Andoy placed bag in lost and found
4. 06/26/23 5:10 PM Ofcr K Andoy
MRY/ Terminal: Found property
Ofcr K Andoy located an unattended bag. Attempted to locate owner. Items put in lost and found.

END OF REPORT.