

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

**February 17, 2021 - 9:00 AM**

**Monterey Regional Airport  
200 Fred Kane Drive, Suite 200**

**SPECIAL AND URGENT NOTICE ELIMINATING IN-PERSON PUBLIC PARTICIPATION AT  
MONTEREY PENINSULA AIRPORT DISTRICT BOARD MEETINGS**

Due to the directives contained in the Governor's Declarations of Emergency for the State of California (Executive Orders N-25-20 and N-29-20), and the Governor's and County Public Health Officer's recent order related to public assemblies, the Board of Directors of the Monterey Peninsula Airport District is required to limit in-person attendance at the upcoming Board meeting. Members of the public may utilize alternative measures established by the Monterey Peninsula Airport District to listen to Board meeting and/or to communicate your opinions to the Board Members.

To participate in the Board meeting via Zoom video conference, please visit [www.zoom.us/join](http://www.zoom.us/join) and enter the following Meeting ID: **831 5980 6844**. If you do not have access to the internet, you may also participate telephonically by calling (253) 215-8782 and entering the same Meeting ID. Members of the public who wish to provide comment on an item on the agenda may do so during the meeting prior to the item being considered by the Board, as outlined below.

**REMOTE PUBLIC COMMENTS** To make a public comment, the following options are available:

1. Before the Meeting via Email: Written comments can be emailed to [info@montereyairport.com](mailto:info@montereyairport.com). Include the following subject line: "Public Comment Item # (insert the agenda item number relevant to your comment)." Written comments must 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. The written comments will be read aloud into the record by District Counsel.
2. During the Meeting via Oral Comments: 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.

**A. CALL TO ORDER/ROLL CALL**

**B. PLEDGE OF ALLEGIANCE**

**C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS**

**D. PUBLIC COMMENTS ON NON-AGENDA ITEMS**

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

**E. CONSENT AGENDA - ACTION ITEMS**

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

- Approve 1. [Minutes of the Regular Meeting of January 20, 2021](#)
- Approve 3. [Minutes of the Committee Meeting of the Air Carrier Service, Marketing and Community Relations Committee of February 9, 2021](#)
- Approve 4. [Minutes of the Committee Meeting of the Airport Property Development and Leases Committee of February 9, 2021](#)
- Approve 2. [Minutes of the Committee Meeting of the Budget and Finance Committee of February 10, 2021](#)

**F. DEFERRED CONSENT AGENDA - ACTION ITEMS**

**G. REGULAR AGENDA - ACTION ITEMS**

- Adopt 1. [Resolution No. 1793, A Resolution of the Monterey Peninsula Airport District Amending Resolution Nos. 1774 and 1775, Related to CARES Act Relief for Tier 1 and Tier 2 Airport Tenants](#)
- Adopt 2. [Resolution No. 1794, A Resolution Authorizing and Approving an Amendment to Resolution No. 1777, the Fiscal Year 2021 Salary Schedule, Listing Salary Ranges for the Monterey Peninsula Airport District](#)
- Adopt 3. [Resolution No. 1795, A Resolution Amending Resolution No. 1778 and Approving the Amended Operating Budget of the Monterey Peninsula Airport District for Fiscal Year Ending 2021](#)
- Review 4. [2801 Monterey Salinas Highway Properties Acquisition](#)

**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.](#)

a. Standing Committees:

*Discussions limited to 3 minutes on matters not covered in committee minutes.*

- i. Budget and Finance Directors Leffel & Sawhney
- ii. Air Service, Marketing, Community Relations Directors Cursio & Sabo
- iii. Airport Property Development and Leases Directors Cursio & Miller

b. Ad-Hoc Committees:

*Discussions limited to 3 minutes.*

- i. Local Jurisdiction Liaison Directors Leffel & Miller

c. Liaison/Representatives:

*Discussions limited to 3 minutes.*

- i. Local Agency Formation Commission Director Leffel Alt: Sawhney

ii. Regional Taxi Authority	Director Leffel	Alt: Sawhney
iii. Transportation Agency for Monterey County	Director Sabo	Alt: Cursio
iv. Special Districts Association Liaison	Director Miller	Alt: Leffel
v. Association of Monterey Bay Area Governments	E.D. La Pier	Alt: Sabo

**I. CLOSED SESSION**

- 1. EXISTING LITIGATION** [Government Code section 54956.9(a)]. The Board will meet with the Executive Director and District Counsel to discuss existing litigation: City of Monterey v. Monterey Peninsula Airport District, et al., Monterey County Superior Court, Case No. 20CV002445.
- 2. POTENTIAL LITIGATION** [Government Code section 54956.9(d)(4)]. The Board will meet with the Executive Director and District Counsel to discuss potential initiation of litigation – two cases.

**J. RECONVENE TO OPEN SESSION**

**K. PENDING REQUESTS FOR FUTURE AGENDA ITEMS**

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

January 20, 2021 - 9:00 AM

## SPECIAL AND URGENT NOTICE ELIMINATING IN-PERSON PUBLIC PARTICIPATION AT MONTEREY PENINSULA AIRPORT DISTRICT BOARD MEETINGS

Due to the directives contained in the Governor's Declarations of Emergency for the State of California (Executive Orders N-25-20 and N-29-20), and the Governor's and County Public Health Officer's recent order related to public assemblies, the Board of Directors of the Monterey Peninsula Airport District is required to limit in-person attendance at the upcoming Board meeting. Members of the public may utilize alternative measures established by the Monterey Peninsula Airport District to listen to Board meeting and/or to communicate your opinions to the Board Members.

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2. During the Meeting via Oral Comments: 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.

### **A. CALL TO ORDER/ROLL CALL**

*Chair Leffel called to order the Regular Meeting of the Board of Directors at 9:01 AM. Directors Cursio, Miller, Sabo and Sawhney were present. The following District Officers were present: Executive Director La Pier, District Counsel Huber, Acting District Secretary Auker, Deputy Executive Director Bergholz and Deputy Director Morello.*

### **B. PLEDGE OF ALLEGIANCE**

*Chair Leffel led the Pledge of Allegiance.*

*Chair Leffel made a motion to move Item J.1, Oath of Office for Elected Board Members, up to this point in the agenda. Director Miller seconded the motion. The motion passed unanimously by a roll call vote of 5-0.*

Presentation 1. Oath of Office for Elected Board Members

*District Counsel Huber administered the Oaths of Office for Directors Leffel, Sawhney and Sabo.*

### **C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS**

*None.*

### **D. PUBLIC COMMENTS ON NON-AGENDA ITEMS**

*None.*

**E. SEATING OF CHAIR**

*Chair Leffel welcomed Director Cursio and turned her seat as Chair over to him.*

*Chair Cursio thanked Director Leffel for her time as Chair.*

**F. SELECTION OF CHAIR PRO TEM**

*Chair Cursio moved to appoint Director Miller as Chair Pro Tem. Director Sawhney seconded the motion. The motion passed unanimously by a roll call vote of 5-0.*

**G. APPOINTMENT OF COMMITTEES BY CHAIR**

*Chair Cursio made the following Committee appointments:*

a. Standing Committees:

- i. Budget and Finance *Directors Leffel & Sawhney*
- ii. Air Service, Marketing, Community Relations *Directors Cursio & Sabo*
- iii. Airport Property Development and Leases *Directors Cursio & Miller*

b. Ad-Hoc Committees:

- i. Local Jurisdiction Liaison *Directors Leffel & Miller*

c. Liaison/Representatives:

- i. Local Agency Formation Commission *Director Leffel*     *Alt: Sawhney*
- ii. Regional Taxi Authority *Director Leffel*     *Alt: Sawhney*
- iii. Transportation Agency for Monterey County *Director Sabo*     *Alt: Cursio*
- iv. Special Districts Association Liaison *Director Miller*     *Alt: Leffel*
- v. Association of Monterey Bay Area Governments *E.D. La Pier*     *Alt: Sabo*

*Director Leffel moved to accept Chair Cursio’s Committee appointments. Director Miller seconded the motion. The motion passed unanimously by a roll call vote of 5-0.*

**H. CONSENT AGENDA - ACTION ITEMS**

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

- Approve     1. Minutes of the Regular Meeting of December 16, 2020
- Approve     2. Minutes of the Special Meeting of December 18, 2020
- Approve     3. Minutes of the Committee Meeting of the Airport Property Development and Leases Committee of January 12, 2021
- Approve     4. Minutes of the Committee Meeting of the Air Carrier Service, Marketing and Community Relations Committee of January 12, 2021
- Approve     5. Minutes of the Committee Meeting of the Budget and Finance Committee of January 13, 2021

*Director Sabo requested to pull Consent Agenda Item H.4.*

*Director Leffel moved to approve Items H.1, H.2, H.3 and H.5. Director Miller seconded the motion. The motion passed unanimously by a roll call vote of 5-0.*

## **I. DEFERRED CONSENT AGENDA - ACTION ITEMS**

*Director Sabo expressed he was concerned that the minutes of the Air Service Committee meeting were rather abbreviated. He requested the following additions to the minutes:*

*“Director Sabo requested that on the Noise Report the weather conditions at the time of the complaint be noted to clarify if aircraft were arriving under Visual or Instrument rules.*

*Director Sabo inquired as to the availability of food and coffee for passengers from the new restaurant operator. Executive Director La Pier informed that on some days, food and coffee were not available from Fly Away Cafe due to virus issues along with unpredictable outbound passenger counts.*

*Director Sabo requested that staff monitor and report inbound Air Carrier diversions or cancellations due to low ceiling and visibility weather conditions.*

*Executive Director La Pier informed of the marketing efforts related to new SEA service. Director Sabo suggested that this might be a good time to use print media at The Californian and Carmel Pine Cone to get the word out about this new service.*

*Regarding new service by Allegiant to Portland, Director Sabo inquired as to whether Allegiant would receive an MRY waiver of fees for this new service. Executive Director La Pier informed that no subsidies would be offered to Allegiant and none were requested.”*

*Director Sawhney stated that she did not recall Executive Director La Pier stating that there were any issues with Fly Away Café food and beverage service due to COVID-19.*

*Executive Director La Pier clarified that he did not indicate any COVID-19 issues with Fly Away Café.*

*Director Leffel moved to approve Item H.4, with Director Sabo’s additions, aside from the comment about Fly Away Café food and beverage service. Director Miller seconded the motion. The motion passed unanimously by a roll call vote of 5-0.*

## **J. REGULAR AGENDA - ACTION ITEMS**

Presentation 1. Oath of Office for Elected Board Members

*Item J.1 was presented prior to Item C.*

Presentation 2. Overview of Current Instrument Procedure Capabilities on Runway 10R/28L

*Chair Cursio introduced Paul Hannah, Lean Engineering.*

*Mr. Hannah presented the Overview of Current Instrument Procedure Capabilities on Runway 10R/28L. He discussed an overview of IFR approach procedures, the effectiveness of current approaches, the consideration of lower instrument approach minimums and emerging technologies.*

*No public comments.*

*The Board discussed Item G.2 and thanked Mr. Hannah for his time and the presentation.*

Adopt 3. Resolution No. 1792, A Resolution Approving the FY 2021 Airport Capital Improvement Plan (ACIP); Approve Submittal to the FAA; Authorize the Executive Director to Execute All Supporting Documents

*Executive Director La Pier introduced Item G.3, stating that the proposed Resolution was to approve an annual planning document to be provided to the FAA, for their financial planning purposes.*

*Deputy Director Morello presented Item G.3, expanding on Executive Director La Pier's introduction. She stated that the Airport Capital Improvement Plans allow FAA to navigate and push for funding for Airports within each of the FAA's regions. She listed the projects that are included in the proposed FY 2021 ACIP. She noted that submission to the FAA is required and the Board adopts the ACIP by resolution annually.*

*No public comments.*

*The Board discussed Item G.3.*

*Director Leffel stated that the proposed Resolution No. 1792 was reviewed extensively by Finance Committee and they recommend adoption by the Board.*

*Director Leffel moved to adopt Resolution No. 1792. Director Miller seconded the motion. The motion passed unanimously by a roll call vote of 5-0.*

#### **RESOLUTION NO. 1792**

#### **A RESOLUTION APPROVING THE FY 2021 AIRPORT CAPITAL IMPROVEMENT PLAN (ACIP); APPROVE SUBMITTAL TO THE FAA; AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE ALL SUPPORTING DOCUMENTS**

**WHEREAS**, the Monterey Peninsula Airport District owns and operates the Monterey Regional Airport; and

**WHEREAS**, regular Board meeting updates have included review of the Airfield Safety Enhancement Program for Taxiway "A" Relocation and future Monterey Regional Airport projects and the priorities for same; and

**WHEREAS**, the Monterey Peninsula Airport District has compiled a list of capital improvement projects in the Airport Capital Improvement Plan (ACIP) that will best serve current and future airport users while maintaining airport facilities; and

**WHEREAS**, the FY 2021 ACIP includes conceptual projects anticipated to be undertaken in the next five-years as well as multi-phased project components included in the Airfield Safety Enhancement Program for Taxiway "A" Relocation as evaluated in the National Environmental Policy Act (NEPA) Finding of No Significant Impact (FONSI) dated June 8, 2020; and

**WHEREAS**, the Federal Aviation Administration (FAA) and the California Department of Transportation may provide funds for qualified ACIP projects.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT THAT:** the Executive Director of the District, or his designee, is authorized and directed, for and on behalf of the Monterey Peninsula Airport District, to

submit the attached FY 2021 ACIP to the FAA and funding application(s) in support thereof, and to execute and submit all future documents necessary to implement such ACIP and application(s), including grant agreements and any amendments thereto, and that the District Secretary or Acting District Secretary is authorized to affix thereto the official seal of said District. Such grant agreements and amendments executed by the Executive Director are hereby approved, as though set forth in full.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** This 20th day of January 2021 by the following roll call vote:

<b>AYES:</b>	<b>DIRECTORS:</b>	Leffel, Miller, Sabo, Sawhney, Chair Cursio
<b>NOES:</b>	<b>DIRECTORS:</b>	None
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>	None
<b>ABSENT:</b>	<b>DIRECTORS:</b>	None

Presentation 4. Review of Cost Per Enplanement Metric

*Executive Director La Pier introduced Item G.4, stating that the item was brought to the Board at the request of Director Sabo.*

*Deputy Executive Director Bergholz presented Item G.4. He discussed the fees associated with the Cost Per Enplaned Passenger (CPEP) metric and explained how it is calculated and who it is used by.*

*Executive Director La Pier noted that CPE and CPEP are used interchangeably and added that the Airport has not increased airline rates since 2016.*

*No public comments.*

*The Board discussed Item G.4.*

Discussion 5. Status of Navy Flying Club

*Executive Director La Pier introduced Item G.5. He noted that under the new Navy Flying Club agreement with Del Monte Aviation, the Club would operate out of the hanger that used to be occupied by GEM.*

*Deputy Executive Director Bergholz stated that the Navy Flying Club has transitioned to the Navy Flying Auxiliary, which is more private and has fewer members. He added that they are in the final stages of clearing out their current facilities and would have the final walk-through of the space at the end of the month.*

*Public Comment: Matt Wright, General Manager, Monterey Fuel Company, first congratulated Director Cursio on his appointment as Chair. Regarding the Navy Flying Club, he stated that an interim arrangement has been made with the non-profit consisting of past members of the Navy Flying Club. He added that they have been moved to the Southeast ramp with ramp, tiedown and office space. He expressed his interest in the fuel storage tank that was previously under the Navy Flying Club. He noted that he will continue to support the organization, along with all general aviation, at the airport.*

*The Board discussed Item G.5.*

*Chair Cursio stated that the Board needed to enter Closed Session at 11:00 AM. He noted that Item K would be addressed after Closed Session.*

*A break was taken from 10:55 AM until 11:00 AM.*



**K. 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.

a. **Standing Committees:**

*Discussions limited to 3 minutes on matters not covered in committee minutes.*

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

b. **Ad-Hoc Committees:**

*Discussions limited to 3 minutes.*

- |                               |                           |
|-------------------------------|---------------------------|
| i. Local Jurisdiction Liaison | Directors Leffel & Miller |
|-------------------------------|---------------------------|

c. **Liaison/Representatives:**

*Discussions limited to 3 minutes.*

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

**L. CLOSED SESSION**

*The Board entered into Closed Session at 11:00 AM.*

- EXISTING LITIGATION** [Government Code section 54956.9(a)]. The Board will meet with the Executive Director and District Counsel to discuss existing litigation: City of Monterey v. Monterey Peninsula Airport District, et al., Monterey County Superior Court, Case No. 20CV002445

**M. RECONVENE TO OPEN SESSION**

*The Board returned to Open Session at 11:57 AM.*

*Chair Cursio stated that no reportable action was taken during Closed Session.*

*After reconvening to Open Session, the Board addressed Item K, Board Committee Reports and Acceptance of Department Reports.*

**N. PENDING REQUESTS FOR FUTURE AGENDA ITEMS**

*None.*

**O. DISCUSSION OF FUTURE AGENDAS**

- Update on Financing Program for Safety Enhancement Project*

**P. ADJOURNMENT**

*The meeting adjourned at 12:25 PM.*

Minutes Approved at the  
Meeting of February 17, 2021

Gary Cursio, Chair

A T T E S T

Michael La Pier, AAE  
District Secretary

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

**February 9, 2021 - 2:00 PM**

**SPECIAL AND URGENT NOTICE ELIMINATING IN-PERSON PUBLIC PARTICIPATION AT MONTEREY PENINSULA AIRPORT DISTRICT BOARD MEETINGS**

Due to the directives contained in the Governor's Declarations of Emergency for the State of California (Executive Orders N-25-20 and N-29-20) and the Governor's Stay at Home Order (Executive Order N-33-20), the Board of Directors of the Monterey Peninsula Airport District is required to limit in-person attendance at the upcoming Board Committee meeting. Members of the public may utilize alternative measures established by the Monterey Peninsula Airport District to listen to Board meeting and/or to communicate your opinions to the Board Members. To participate in the Board meeting via Zoom video conference, please visit [www.zoom.us/join](http://www.zoom.us/join) and enter the following Meeting ID: **895 1991 7098**. The password for this meeting is: **20210209**. If you do not have access to the internet, you may also participate telephonically by calling (253) 215-8782 and entering the same Meeting ID and password.

Members of the public who wish to provide comment on an item on the agenda may do so during the meeting prior to the item being considered by the Board.

**A. CALL TO ORDER**

*The meeting was called to order at 2:02 PM. Director Cursio, Director Sabo and Executive Director La Pier were in attendance.*

**B. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS**

*None.*

**C. PUBLIC COMMENTS**

*None.*

**D. REGULAR AGENDA – ACTION ITEMS**

Discussion 1. Air Service Update

*Executive Director La Pier reviewed with the committee the planning for the first flight to Seattle on Alaska Airlines on Thursday February 11, 2021. He indicated that Mr. Franco Finn of Alaska Airlines would be attending and would be available to the media for comment beginning at 1:00 PM. The first arrival is scheduled for 1:45 PM with a 2:30 PM departure back to Seattle. Director Cursio asked what other plans had been made. La Pier indicated the airport would be decorating the ticket counter area and the gate would be decorated with a balloon arch. Music will be played in the gate area and Mr. Finn would be conducting some games and giveaways for the departing passengers. Alaska and the Airport are assembling a "swag bag" to give to the departing passengers and champagne would be available to the passengers.*

*La Pier reminded the committee that the United Denver service was to resume that same day. Director Sabo asked questions about that service and the current status of United flights in the market. La Pier indicated that United would be flying its current one flight daily schedule to Los Angeles until further notice and had indicated to him that the entire state of California was performing poorly in terms of passenger traffic and that the schedule would return to a more normal one once the passenger volumes statewide start to recover.*

*General discussion regarding overall passenger traffic ensued. Director Sabo pointed out that, based on the passenger traffic levels La Pier shared with the committee, it appears we are running about 30% of our normal traffic levels. La Pier agreed; traffic for the month of January experienced a 29% load factor. He further indicated that the entire airport industry had seen a significant downturn in traffic in January and, from the information he had from other airports indicated that most airports had seen traffic pull back to similar load factors as we saw in January.*

Discussion 2. Marketing Update

*La Pier shared with the committee two television commercials, one promoting the new Seattle service and the other promoting the new Portland service. Director Sabo asked if there were plans for print ads as well. La Pier indicated that we placed a ½ page ad in the Herald AT&T supplement and that plans were underway to place an ad in the Californian and the Pine Cone. He also reported that the social media campaign behind the new destinations was underway.*

*La Pier informed the committee that the amended budget that will be presented to the full Board includes a marketing investment for the Seattle flight of \$60,000.00 as committed to during the air service development efforts with Alaska. He also indicated that he included \$20,000.00 in the amended budget to promote the new Portland service as well. Director Sabo asked if Allegiant had requested any incentives for the service. La Pier reported that there was initially no request but that Allegiant, upon learning about the airport marketing effort underway, requested that the \$20,000.00 be shared directly with them so they could direct the marketing. La Pier indicated he had declined that request. Director Cursio expressed his concern that doing so would set a bad precedence and he was not in favor of taking that step. The committee and the Executive Director agreed.*

Review 3. Passenger Comment Cards

*Two passenger comments were received.*

Review 4. Noise Complaint Report

*The noise complaint report was reviewed by the committee. Director Sabo reported that the new arrangement with FAA Tower and NorCal seemed to be working well as it relates to air carriers but the concern about corporate aircraft remained. He reported that the Pasadera community was pleased with the steps taken. Director Cursio noted that no complaints were received from Pasadera during the month.*

*Executive Director La Pier indicated that his staff was working closely with the Tower Manager and, in an effort to clarify the approach in use on the ATIS system, the tower was going to begin referring specifically to the Raceway Visual Approach rather than just stating visual approach is in use. The hope is that in doing so pilots would follow the entire published raceway visual approach and its established fix points. In doing so, perhaps the number of corporate aircraft flying over Pasadera in good weather conditions can be managed. Director Sabo expressed his support for that move.*

Discussion 5. Future Committee Agenda

*Scheduling of the next meeting was deferred.*

**E. ADJOURNMENT**

*The meeting adjourned at 3:02 PM.*

Minutes Approved at the  
Meeting of February 17, 2021

Gary Cursio, Chair

ATTEST

Michael La Pier, AAE  
District Secretary

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

February 9, 2021 - 3:00 PM

## SPECIAL AND URGENT NOTICE ELIMINATING IN-PERSON PUBLIC PARTICIPATION AT MONTEREY PENINSULA AIRPORT DISTRICT BOARD MEETINGS

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### A. CALL TO ORDER

*The meeting was called to order at 3:09 PM. Director Cursio, Director Miller and Executive Director La Pier were in attendance.*

### B. COMMUNICATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS

*None.*

### C. PUBLIC COMMENTS

*None.*

### D. REGULAR AGENDA – ACTION ITEMS

Discussion 1. Leasing Activity Review

*Executive Director La Pier reviewed the current status of leases with J&J Auto Body as well as Constance Laub with the committee. J&J is now current on rent payments as of the morning of February 9<sup>th</sup>. Laub is significantly delinquent and has indicated she is unable or unwilling to pay past due rent. A Pay or Quit letter was sent on February 8<sup>th</sup>, giving her 14 days to correct the past due balance or her lease will be terminated. The Committee inquired about the properties she leases. La Pier explained she leases a hangar and office space in a building owned by the airport on the southeast side of the airport.*

*La Pier updated the committee on the flooring project for the restaurant. He reported that the new flooring had been approved and, once the contractors' insurance certificate had been received, the flooring project would begin. The restaurant operator hoped to have the new flooring installed within two weeks in the hope that some level of indoor dining would be allowed.*

*La Pier also updated the committee on the status of the 4 hangar tenants and 8 tie-down tenants currently located on the general aviation ramp in front of the old Navy Flying Club facilities. La Pier reported that new hangars had been offered to the current hangar tenants and that, as a result, the airport hangars were fully occupied. He indicated that efforts were underway to remove hangar tenants that are currently using the hangar for storage only and that, once completed, the hangar would be offered to the tie-down tenant. There was discussion regarding FAA's position relative to the use of*

hangars. Director Miller indicated he understood the FAA would allow hangars to be used for purposes other than aircraft storage until such time as an aircraft owner requested hangar space. La Pier indicated that Director Miller's understanding is in fact correct. Since we are at full occupancy and have aircraft owners asking for hangar space, we are beginning the process of removing the storage users to accommodate the aircraft owners.

Discussion 2. Reef Parking

Executive Director La Pier reported to the Committee that the concession agreement with Republic Parking / REEF Parking ends on June 30, 2021. The operator has reached out to begin discussions regarding activating a mutual 5-year option. La Pier reported that he has had discussions with REEF representatives and has indicated he would like to look at other possible options before entering an extension. La Pier indicated he has asked Tim Bergholz to take the lead on exploring the feasibility of the Airport taking over the parking operation as several other airports of similar size have done recently. He reviewed with the committee historical revenues generated by the parking concession that indicated during the period FY16 through FY19, the airport has received an average annual income of \$845,000.00 while Republic / REEF has earned on average of \$465,000.00.

Director Cursio asked about the cost of operation of the parking concession. La Pier indicated that was the primary focus of the investigation that is underway. With some business model changes similar to those at San Jose International Airport, La Pier indicated he was hopeful the operating cost would minimize and a good portion of the revenues earned by Republic / REEF would then become net new revenues to the Airport. Director Miller asked when the investigation was going to be complete. La Pier indicated he thought it might take a month or so to complete the analysis.

Discussion 3. Schedule Next Meeting

Scheduling the next meeting was deferred.

**E. ADJOURNMENT**

The meeting adjourned at 4:02 PM.

Minutes Approved at the  
Meeting of February 17, 2021

Gary Cursio, Chair

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

February 10, 2021 - 1:30 PM

## SPECIAL AND URGENT NOTICE ELIMINATING IN-PERSON PUBLIC PARTICIPATION AT MONTEREY PENINSULA AIRPORT DISTRICT BOARD MEETINGS

Due to the directives contained in the Governor's Declarations of Emergency for the State of California (Executive Orders N-25-20 and N-29-20) and the Governor's Stay at Home Order (Executive Order N-33-20), the Board of Directors of the Monterey Peninsula Airport District is required to limit in-person attendance at the upcoming Board Committee meeting. Members of the public may utilize alternative measures established by the Monterey Peninsula Airport District to listen to Board meeting and/or to communicate your opinions to the Board Members. To participate in the Board meeting via Zoom video conference, please visit [www.zoom.us/join](http://www.zoom.us/join) and enter the following Meeting ID: **825 1984 8191**. The password for this meeting is: **20210208**. If you do not have access to the internet, you may also participate telephonically by calling (253) 215-8782 and entering the same Meeting ID and password.

Members of the public who wish to provide comment on an item on the agenda may do so during the meeting prior to the item being considered by the Board.

### A. CALL TO ORDER

*Finance Committee Meeting of the Board of Directors was called to order at 1:30 PM. Director Leffel and Director Sawhney, Executive Director La Pier, Deputy Director Strategy and Development Morello and Deputy Executive Director of Finance and Administration Bergholz were present.*

*The following documents were presented to the Budget and Finance Committee members:*

- 2801 Monterey Salinas Highway Properties Acquisition
- *Resolution No. 1793, A Resolution of the Monterey Peninsula Airport District Amending Resolution Nos. 1774 and 1775, Related to CARES Act Relief for Tier 1 and Tier 2 Airport Tenants*
- *Resolution No. 1794, A Resolution Authorizing and Approving an Amendment to Resolution No. 1777, the Fiscal Year 2021 Salary Schedule, Listing Salary Ranges for the Monterey Peninsula Airport District*
- *Resolution No. 1795, A Resolution Amending Resolution No. 1778 and Approving the Amended Operating Budget of the Monterey Peninsula Airport District for Fiscal Year Ending 2021*
- *December 2020 Financial Statements*
- *December 2020 Financial Statement Variance Analysis*
- *December 31, 2020 Accounts Receivable Aged Invoice Report*
- *December 31, 2020 CARES Act Summary*

### B. COMMUNICATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS

*None.*

### C. PUBLIC COMMENTS

*None.*



## **D. REGULAR AGENDA – ACTION ITEMS**

Discuss 1. 2801 Monterey Salinas Highway Properties Acquisition

*Staff presented a summary of the current tenants, current lease terms with extension options, LTD financial performance through December 31, 2020 and estimated forecast of gross rents if the tenant lease options are executed.*

Discuss 2. Rent Abatement Program (Resolution No. 1793)

*Staff presented an analysis of the current approved District abatement program and discussed the forecasted slow growth in Q1 and Q2 of 2021. Staff recommends extension of the current abatement program from March 1, 2021 through May 31, 2021. A staff report and Resolution 1793 were shared with the committee. Directors reviewed analysis, staff report and resolution and suggested changes. Additionally, the Committee agreed to recommend the abatement program for approval.*

Discuss 3. Resolution No. 1794, A Resolution Authorizing and Approving an Amendment to Resolution No. 1777, the Fiscal Year 2021 Salary Schedule, Listing Salary Ranges for the Monterey Peninsula Airport District

*Staff presented Resolution 1794 an amendment to the Fiscal Year 2021 Salary Schedule to include the approved Superintendent of Field Operations (approved on December 14, 2020) position and salary range. Directors reviewed staff report and Resolution 1794 and suggested clarification on the fiscal impact. Committee to recommend approval to the Board.*

Discuss 4. Resolution No. 1795, A Resolution Amending Resolution No. 1778 and Approving the Amended Operating Budget of the Monterey Peninsula Airport District for Fiscal Year Ending 2021

*Staff presented Resolution 1795 an amendment to the Fiscal Year 2021 Operating Budget to include the abatements outlined in Resolution 1793 and other expense adjustments expected for the remainder of Fiscal Year 2021. Directors reviewed staff report and Resolution 1795.*

Review 5. FYTD 2021 Financial Statements

*The COVID-19 health emergency that began to surge again in November did have an impact on aviation travel in December. December commercial airline enplanements decreased at 14.8% month over month, general aviation landings are about 74% of prior year landings and travel related concessions were lower but stable. Airport customers and tenants continue to adjust to new shelter in place orders and travel safety requirements under the pandemic and the industries COVID-19 safety policies and practices continue.*

*The Airport filed a \$409.1K Corona Virus Aid, Relief, and Economic Security (CARES) Act reimbursement request for December. The Airport practice is to only draw funds when cash outflows exceed cash inflows from operations, district capital improvements and debt services. As of December 30, total CARES Act reimbursement requests submitted are \$3.55M and the balance available is \$9.11M.*

*December 2020 combined Airport operating revenues are \$517.6K which is \$66.6K (11.4%) lower than budget (\$584.1K). The December unfavorable revenue variance is attributed to changes projected in the June 2021 budget. By November 1st the Airport hoped Commercial Airline travel would have improved, and tenant abatements could be decreased or cancelled. In November, the Board of Directors extended the tenant abatements with some modifications until February 29, 2021. Fortunately,*

there is increasing stability in Commercial, General Aviation and Concession revenues. Most of the businesses operating in the Non-Aviation and Other Operating continue to operate with near normal revenues.

The December revenue variance came from the following:

- Commercial Aviation (CA) fees in December are over budget (\$46.8K actual vs \$31.7K budget) by \$15.1K or 47.8%. Aircraft landing volumes (201) are over budget (159) by 42 landings. In December, commercial airlines revenue generating enplanements decreased slightly from 7,160 in November to 6,102 passengers.
- General Aviation (GA) operating revenues for December (\$107.7K) are \$2.3K or 2.2% higher than budget (\$106.9K). This favorable GA revenue variance resulted from higher GA Landing (\$10.1K) and Fuel Flowage (\$16.6K) fees that were slightly offset by lower FBO abated rents and hangar fees (\$24.3K).
- In December combined TCP permits, Taxi Permits/Trips, TNC Trips, Terminal Concessions, Rental Car and Parking Concessions (Concessions) revenues (\$55.8K) are \$29.9K or 115.7% higher than budget (\$25.9K). Beginning November 2020 Rental Car and Parking minimum annual guarantees were included in the budget (\$12.8K). Overall Concession revenues have been performing better than expected even with the 71.6% decrease in enplanements and deplanements. Rental car revenues are operating at about 56% of prior year levels.
- December Non-Aviation Tenant revenues (\$174.6K) are lower than budget (\$180.0) by \$5.4K or 2.9%. Most of the variance came from Tarpy's rent abatement (\$10.3K) that was partially extended to February 28, 2021. Tarpy's abatement was partially offset by improved RV rents, MHSS fees and higher office rents (\$4.9K).
- December Other Operating Revenues (\$98.1K) are higher than budget (\$87.6K) by \$10.6K or 12.1%. The favorable variance resulted from a higher Monterey County property tax allocation (\$3.9K) tenant utilities chargebacks (\$6.2K) and higher tenant parking passes and badges (\$0.7K) which were offset by other small variances (\$0.9K).

December operating expenses (\$595.5K) are under budget (\$650.9K) by \$55.4K or 8.5%. The expense variance came from the following:

- Salary & Wages and Employer Payroll Tax (Wages) Expenses (\$134.8K) for December are lower than budget (\$156.2K) \$21.4K or 13.7%. The lower Wages expense came from vacations taken by employees in December (\$8.0K), the vacant Operations Supervisor position (\$5.5K) and P&D request for capital labor reimbursements (\$7.8K).
- Employer Benefit Expenses (\$112.3K) for December are lower than budget (\$118.6K) by \$6.4K or 5.3%. The variance is the result of lower CalPERS retirement expenses (\$3.0K), savings from prepaying the FY 21 CALPERS UAL expense (\$2.7K) and other small differences.
- Personnel Related Expenses (\$1.6K) for December are under budget (\$6.8K) by \$5.2K or 76.2%. The favorable variance comes from lower Dues and Subscriptions (\$1.0K) and lower Travel & Business Entertainment related expenses (\$6.1K) that was offset by small variances (\$0.9K).

- *Business Related Expenses (\$24.7K) for December are under budget (\$27.0K) \$2.3K or 8.6%. All of the favorable variance comes from lower Administrative Meetings / Employee Relations expenses.*
- *Expendable/Consumable Supplies & Materials expenses (\$2.1K) for December are under budget (\$12.2K) by \$10.1K or 83.1%. This favorable expense variance resulted from lower expenses in all supplies categories.*
- *Repair & Maintenance expenses (\$9.8K) for December are under budget (\$35.2K) by \$25.4K or 72.1%. This favorable expense variance resulted from lower Airfield Repair & Maintenance (\$12.7K), Terminal Space Repairs (\$0.3K), Rental Space Repairs and Maintenance (\$3.2K), Landscape & Grounds Repair & Maintenance (\$5.1K), General Repairs & Maintenance (\$1.0K), District Vehicle Repair & Maintenance (\$3.1K).*
- *Outside Services expenses (\$220.7K) for December are lower than budget (\$224.9K) by \$4.2K or 1.8%. Most of the variance comes from luggage belt repairs that were delayed (\$3.5K).*
- *Professional Service expenses (\$36.3K) for December are over budget (\$23.7K) by \$12.4K or 52.2%. The unfavorable variance comes from Audit Fees that were billed in December but budgeted in November (\$4.0K), higher Other Legal Fees from the CEQA Amendment lawsuit (\$16.2K) that are offset by lower Architect & Engineer expenses (\$1.0K), Computer / LAN & IT expenses (\$2.5K), Datawest Tech support fees(\$1.6K) and Human Resources contract expenses (\$2.5K).*
- *Marketing related expenses (\$18.9K) for December are over budget (\$11.7K) by \$7.2K or 61.4%. Most of the variance resulted from higher Marketing Expenses (\$13.2K) for commercials and advertising that were offset by lower Public Relations (\$1.0K) and Air Service (\$5.0K).*
- *Combined Utilities expenses for December (\$29.6K) are materially on budget (\$29.5K).*

*December proportionally lower revenues and operating expenses resulted in an operating loss of \$77.9K which is \$11.2K higher than the budgeted loss of \$66.8K. FYTD the operating loss is \$1.07M which is \$869.5K lower than budgeted loss of \$1.94M.*

Review 6. Variance Analysis - MTD and YTD

**Revenues:**

CA Landing Fee  
 GA Landing Fee  
 Terminal Space Rent  
 Terminal Concessions  
 TNC Permits & Trip Fees  
 Rental Car Concessions  
 Parking Concession  
 FBO Rents  
 GA Fuel Flowage Fees  
 Hangar Rents  
 Facility / Space Rents  
 Office Space Rental Revenue  
 Property Tax Allocation  
 Utility Charges

**Expenses:**

**Finance & Administration:**

Salaries & Wages  
CalPERS Retirement  
Administrative Meetings / Employee Relations  
Annual Audit / Accounting  
Administration & Finance  
Administration & Finance  
Human Resources  
Other Legal Services

*Various unbudgeted legal challenges are increasing expenses and will be included in this account. Current FYTD charges include Cole Huber, Gatzke Dillon & Balance LLP and Anthony Lombardo & Associates services.*

Marketing  
Air Service Development

**Planning & Development:**

Salary & Wage Reimbursement

*The P&D budget includes \$1.0K for monthly Salary & Wage Reimbursements. In December P&D submitted labor reimbursements totaling \$7.8K for the Infield Safety Improvement Construction project 2019-01.*

**Maintenance & Custodial Services:**

Salaries & Wages  
Computer / LAN & IT

**Airport Operations:**

Computer / LAN & IT  
Environmental

**Police Department:**

None

**ARFF / Fire Services:**

District Vehicle Repair & Maintenance

**Board of Directors:**

Seminars & Conferences

**Office Rental Property:**

Rental Space Repair & Maintenance

*Other / Contract Services*

**Other Income and Expense:**

*Grants - FAA  
Grants - FAA CARES ACT  
Passenger Facility Charges*

*There were no additional questions on revenues or expenses.*

Review 7. Accounts Receivable Aged Invoice Report

*The accounts receivable balance on December 31, 2020 is \$248K. This balance is 29.9% lower than November 30, 2020 balance of \$355K and 43.5% lower than the \$440K balance on December 31, 2019. The net accounts receivable balance over 60 days old on December 31, 2020 is \$8.4K. As of January 26, 2021, the over 60 days balance is a credit of \$32.1K and the accounts receivable balance is \$102.1K.*

*The following customer accounts receivables were reviewed and discussed: Allegiant Air, Del Monte Aviation, Hertz, J & J Auto Body, Constance Laud, Monterey Airpark Associates, MRY Hospitality Group and Swift Air LLC.*

**E. ADJOURNMENT**

*The meeting adjourned at 4:15 PM.*

Minutes Approved at the  
Meeting of February 17, 2021

Gary Cursio, Chair

A T T E S T

Michael La Pier, AAE  
District Secretary

**AGENDA ITEM: G-1**  
**DATE: February 17, 2021**

**TO:** Board of Directors  
**FROM:** Michael La Pier, Executive Director  
Scott E. Huber, District Counsel  
**SUBJ:** Resolution No. 1793, A Resolution of the Monterey Peninsula Airport District Amending Resolution Nos. 1774 and 1775, Related to CARES Act Relief for Tier 1 and Tier 2 Airport Tenants beginning March 1, 2021 and ending on May 21, 2021

**BACKGROUND.** As a result of the COVID-19 pandemic, the Coronavirus Aid, Relief and Economic Security Act (“CARES Act”) was passed and signed into law. The CARES Act provides grants for airports with commercial airline service, to enable the commercial airports to remain self-sufficient. The CARES Act, among other things, is intended to provide relief to certain air travel related companies and tenants due to the reduced revenues resulting from the pandemic related reduction in commercial air travel. The CARES Act enables airports to postpone and abate rent for aviation related tenants in some circumstances.

On April 15, 2020, the Board of Directors (Board) approved Resolution No. 1772, which authorized the Airport to receive designated funds from the CARES Act for utilization by the Airport pursuant to FAA authorized purposes, one of which is to assist tenants with rent relief of some type. The FAA has issued an informational document titled *Information for Airport Sponsors Considering COVID-19 Restrictions or Accommodations*, which specifically addresses the potential for rent abatement for aviation-related users at commercial airports. The proposed rent abatement complies with the FAA guidelines.

The Board adopted Resolution No. 1774 on May 13, 2020 related to the abatement of rents for Tier 1 aviation related tenants. The approved aviation related tenants’ abatements would begin May 1, 2020 and end October 31, 2020. Additionally, for restaurant related Tier 1 tenants, the rent abatement would begin April 1, 2020 and end October 31, 2020, based upon current economic conditions.

The Board adopted Resolution No. 1775 on May 28, 2020 for the abatement of rent for Tier 2 FBO aviation related tenants. The approved aviation related tenants’ abatements would begin May 1, 2020 and end October 31, 2020.

The estimated total of Resolution No. 1774 Tier 1 and Resolution No. 1775 Tier 2 abatements is approximately \$1,095,651.

In October, the pandemic continued to impact commercial air travel and Tier 1 and Tier 2 airport tenants. On October 14, 2020, the Monterey Peninsula Airport Board approved an extension of the Tier 1 and Tier 2 abatements from November 1, 2020 to February 28, 2021. The totals of these abatements were estimated to be \$648,360.

**DISCUSSION.** In December, the commercial airline industry continued to forecast slow growth in the first and second quarters of 2021. Tenant sales and traveler counts were analyzed, and the airport staff recommends continuation of the abatements from March 1, 2021 to May 31, 2021 with modifications. The estimated total of the abatement extensions is approximately \$322,194.

In the event that economic conditions improve, the Executive Director requests the authority to terminate the rent abatement before the May 31, 2021 end date. The abatements will be reanalyzed in May 2021 to determine whether any extension of the rent abatement is warranted. If any extension is warranted, this matter would come back to the Board for further action.

**BUDGET EFFECT.** The effect of the March 1, 2021 to May 31, 2021 extended Tier 1 and Tier 2 tenant abatements will be an operating income decrease of approximately \$322,620 for fiscal year 2021, and the estimated total of all abatements through May 31, 2021 is \$2,066,205.

**RECOMMENDATION.** Adoption of Resolution No. 1793, A Resolution of the Monterey Peninsula Airport District Amending Resolution Nos. 1774 and 1775, Related to CARES Act Relief for Tier 1 and Tier 2 Airport Tenants from March 1, 2021 and ending May 31, 2021.

#### **ATTACHMENTS.**

Resolution No. 1793  
Abatement Presentation - Tenant Rents and Concessions

## RESOLUTION NO. 1793

### A RESOLUTION OF THE MONTEREY PENINSULA AIRPORT DISTRICT AMENDING RESOLUTION NOS. 1774 AND 1775, RELATED TO CARES ACT RELIEF FOR TIER 1 AND TIER 2 AIRPORT TENANTS

**WHEREAS**, the Monterey Peninsula Airport District operates the Monterey Regional Airport to provide aviation and transportation services to the general public; and

**WHEREAS**, on March 17, 2020, the County Public Health Officer issued a shelter in place order which defined certain activities as “essential businesses” and which required restaurants to cease and desist all dine-in restaurant services; and

**WHEREAS**, on March 21, 2020, the President issued a Federal Declaration of Emergency due to the Coronavirus (COVID-19) pandemic; and

**WHEREAS**, On March 27, 2020, the Congress passed the Coronavirus Aid, Relief and Economic Security Act (“CARES Act”) and the President signed the CARES Act into law. The CARES Act provides grants for airports with commercial airline service, among other forms of relief for small businesses, which enables airports to postpone and abate rent for aviation related tenants in some circumstances; and

**WHEREAS**, On April 15, 2020, the Board of Directors approved Resolution No. 1772, which authorized the Airport to receive designated funds from the CARES Act for utilization by the Airport pursuant to FAA authorized purposes; and

**WHEREAS**, On April 4, 2020, the FAA released an informational document titled *Information for Airport Sponsors Considering COVID-19 Restrictions or Accommodations*, which specifically addresses the potential for rent postponement and abatement for aviation-related users at commercial airports; and

**WHEREAS**, based upon the FAA guidance, the abatement of certain rent is appropriate for Tier 1 and Tier 2 Airport tenants, which are those tenants who provide services directly to commercial airport customers, including airlines, rental car companies, air terminal tenants, and restaurant/gift shop tenants; and

**WHEREAS**, on May 13, 2020 the Board of Directors approved Resolution No. 1774 for rent abatements to Tier 1 Aviation Related Tenants from May 1, 2020 through October 31, 2020 and for restaurant related Tier 1 tenants, the rent abatement eligibility from April 1, 2020 through October 31, 2020, based upon current economic conditions; and

**WHEREAS**, on May 28, 2020 the Board of Directors approved Resolution No. 1775 for rent abatements to Tier 2 FBO Tenants from May 1, 2020 through October 31, 2020; and



**WHEREAS**, on October 14, 2020 the Board of Directors approved an extension of rent abatements for Tier 1 and Tier 2 Tenants beginning November 1, 2020 and ending February 28, 2021 with some modifications.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT** that the Executive Director, or a designee, is authorized to abate rent for Tier 1 and Tier 2 aviation related tenants from March 1, 2021 through May 31, 2021. In the event that the economic conditions materially improve, the Executive Director is authorized to discontinue prior to May 31, 2021 the abatement of rent.

**ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** This 17th day of May 2021 by the following roll call vote:

<b>AYES:</b>	<b>DIRECTORS:</b>
<b>NOES:</b>	<b>DIRECTORS:</b>
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>
<b>ABSENT:</b>	<b>DIRECTORS:</b>

Signed this 17th day of February 2021

Gary Cursio, Chair

ATTEST

Michael La Pier  
District Secretary



# **Abatement Presentation**

## **Tenant Rents and Concessions**

### **February 2021**

**Monterey Peninsula Airport District  
 Tenant Abatements Review  
 May 1, 2020 through 02-28-2021**

Tenant Type	Abatement Type	Abatement % May-20 to Oct-20	Abatement % Nov-20 to Feb-21	Total FYTD Abatements
Airlines	Terminal Rent	100%	100%	\$ 961,100
Rental Car	Terminal Rent	100%	75%	\$ 260,073
Airport Restaurant *	MAG	100%	100%	\$ 50,000
Airport Gift Shop	MAG	100%	100%	\$ 11,650
Tarpy's *	Rent	100%	75%	\$ 125,948
Republic Parking	MAG	100%	100%	\$ 72,500
FBOs	Rent	50%	25%	\$ 228,740
LAMAR Advertising	MAG	100%	100%	\$ 34,000
<b>Total Abatements through 02-28-2021</b>				<b>\$ 1,744,011</b>

\* Restaurant tenants provided retroactive rent abatements to April 1, 2020 due Monterey County Health Departments order to cease operations.

***Abatements in effect through  
 February 2021***



## TSA 2020 vs 2019 Traveler Throughput

Date	2020 Traveler Throughput	2019 Traveler Throughput	% Chg. 20 vs 19
Dec-20	26,391,765	70,219,363	37.6%
Nov-20	25,512,987	68,787,654	37.1%
Oct-20	25,636,496	72,096,495	35.6%
Nov-20	25,512,987	68,787,654	37.1%
Aug-20	21,708,071	74,776,010	29.0%
Jul-20	20,740,781	79,511,968	26.1%
Jun-20	14,481,802	76,619,900	18.9%
May-20	7,165,829	74,499,253	9.6%
Apr-20	3,287,008	70,124,591	4.7%
Mar-20	35,139,502	72,680,065	48.3%
Total	263,482,790	785,252,279	33.6%

*TSA Industry-wide passenger traffic - March to December 2020 (domestic only)*

*TSA FY21 Q2 average is 36.7% 2020 vs. 2019*

*TSA Mar to Dec 2020 average is 33.6% 2020 vs. 2019*

## MRY 2020 vs 2019 Traveler Throughput

Date	2020 Traveler Throughput	2019 Traveler Throughput	% Chg. 20 vs 19
Dec-20	6,245	19,749	31.6%
Nov-20	7,389	19,906	37.1%
Oct-20	8,150	21,737	37.5%
Sep-20	6,936	21,440	32.4%
Aug-20	6,108	22,675	26.9%
Jul-20	5,789	22,675	25.5%
Jun-20	3,624	22,325	16.2%
May-20	1,718	21,229	8.1%
Apr-20	673	19,640	3.4%
Mar-20	9,049	17,928	50.5%
Total	55,681	209,304	26.6%

***MRY passenger traffic -  
March to December 2020  
(domestic only)***

***MRY FY21 Q2 average is 35.5%  
2020 vs. 2019***

***MRY Mar to Dec 2020 average is  
26.6% 2020 vs. 2019***

***TSA and MR Y Throughput  
comparisons assist in evaluating  
Marketing activities***

## MRY 2020 vs 2019 Airline Traveler Throughput

Date	Alaska	American	Allegiant	United	Total
<b>Total FY 2020</b>	<b>8,275</b>	<b>46,138</b>	<b>7,000</b>	<b>27,174</b>	<b>88,587</b>
Airline CY20 %	9.3%	52.1%	7.9%	30.7%	100.0%
<b>Total FY 2019</b>	<b>21,223</b>	<b>90,721</b>	<b>14,164</b>	<b>100,803</b>	<b>226,911</b>
Airline CY19 %	9.4%	40.0%	6.2%	44.4%	100.0%
<b>% Chg.</b>	<b>-61.0%</b>	<b>-49.1%</b>	<b>-50.6%</b>	<b>-73.0%</b>	<b>-61.0%</b>

*Current abatement of 100% of terminal space rental*

# Airline Terminal Space Rental Abatements

*Recommend reducing abatement from 100% to 75% effective March 1, 2021 or 50% recovery*

Airline	Rents 100% Abated	Rent @ 75% Abatement	Total \$ as of 02-28-21
American	\$ 40,743	\$ 30,557	\$ 407,430
Alaska	\$ 15,626	\$ 11,720	\$ 156,260
Allegiant	\$ -	\$ -	0
United	\$ 39,741	\$ 29,806	\$ 397,410
<b>Total</b>	<b>\$ 96,110</b>	<b>\$ 72,083</b>	<b>\$ 961,100</b>

## Rental Car Concessions Paid 2019 vs 2020

Year	AVIS (MAG \$1,100)	BUDGET (MAG \$1,100)	ENTERPRISE (MAG \$1,200)	GO RENTALS (Gitbin) (NO MAG)	HERTZ (MAG \$1,100)	NATIONAL (Alamo) (MAG \$1,100)	TOTALS
<b>Total 2019</b>	210,004.54	182,518.77	226,376.75	102,188.06	349,563.58	286,264.89	1,356,916.59
<b>Total 2020</b>	131,279.47	110,204.99	155,100.45	64,325.07	149,716.06	114,573.39	725,199.43
<b>Chg. %</b>	-37.5%	-39.6%	-31.5%	-37.1%	-57.2%	-60.0%	-46.6%



Rental Car Rent Monthly Abatements				
Agency	Rents	50% Rents Abatements	75% Rents Abatements	Total as of 02-28-21
Avis	\$ 4,749	\$ 2,375	\$ 3,562	\$ 42,741
Budget	\$ 5,323	\$ 2,662	\$ 3,992	\$ 47,907
Enterprise	\$ 3,676	\$ 1,838	\$ 2,757	\$ 33,084
Hertz	\$ 7,968	\$ 3,984	\$ 5,976	\$ 87,912
National	\$ 5,381	\$ 2,691	\$ 4,036	\$ 48,429
<b>Total</b>	<b>\$ 27,097</b>	<b>\$ 13,549</b>	<b>\$ 20,323</b>	<b>\$ 260,073</b>

***Current abatement of all terminal space rents. No abatement of QTA rents***

***Recommend 50% abatement effective March 1, 2021 or 50% recovery***

***Continued abatement contingent upon receipt of all QTA rents***

***Abatements reconsidered in May***



## Restaurant and Other Concessions Gross Sales (Jul to Dec)

Month	Terminal Restaurant/Café	Terminal Vending	Gift Shop	Lamar Advertising
<b>Total-2019</b>	\$ 883,960	\$ 14,593	\$ 159,961	\$ 108,155
<b>Total-2020</b>	\$ 253,345	\$ 5,210	\$ 70,114	\$ 85,561
<b>Change \$</b>	\$ (630,614)	\$ (9,382)	\$ (89,847)	\$ (22,593)
<b>Change %</b>	-71.3%	-64.3%	-56.2%	-20.9%
<b>MAGs</b>	\$ 5,000		\$ 1,090	\$ 3,400
<b>Concession %</b>	5%	5%	13%	35% to 44%

**Restaurant & Other Concession MAG Abatements and Concessions Paid**

Month	Terminal Restaurant/Café	Terminal Vending	Gift Shop	Lamar
MAGs	\$ 5,000		\$ 1,090	\$ 3,400
Total-2020	\$ 40,000	\$ -	\$ 8,720	\$ 27,200
Concessions Paid	\$ -	\$ -	\$ 6,586	\$ 35,710

**Current abatement of MAG only.  
Percentage concessions still applies**

**Recommend abatement of MAG through  
May 2021 with the following changes-**

- **Remove Lamar’s abatement**
- **Reduce Gift Shop abatement to 75%**
- **Continue Restaurant abatement at 100% through May per contract**

**Abatement to be reconsidered in May**



## Reef/Republic Parking Gross Concessions, MAG Abatements

Month	Gross Concession	Abatement	Remittance	Con %
Jan-20	\$ 106,352	\$0.00	\$71,008.98	67%
Feb-20	\$ 105,866	\$0.00	\$70,976.18	67%
Mar-20	\$ 59,272	\$0.00	\$31,404.86	53%
Apr-20	\$ 5,506	\$0.00	\$7,250.00	0%
May-20	\$ 11,827	\$ (7,250)	\$ -	
Jun-20	\$ 21,273	\$ (7,250)	\$ 4,361	20%
Jul-20	\$ 26,633	\$ (7,250)	\$ 7,964	30%
Aug-20	\$ 27,794	\$ (7,250)	\$ 8,708	31%
Sep-20	\$ 35,028	\$ (7,250)	\$ 13,947	40%
Oct-20	\$ 41,982	\$ (7,250)	\$ 19,062	45%
Nov-20	\$ 39,948	\$ (7,250)	\$ 17,417	44%
Dec-20	\$ 36,968	\$ (7,250)	\$ 9,953	27%
<b>Total</b>	<b>\$ 518,448</b>	<b>\$ (58,000)</b>	<b>\$ 262,052</b>	<b>51%</b>
<b>MAGs</b>	\$ 7,250			
<b>Concession %</b>	\$ 15,500	0% of the first \$15,500		
	\$ 15,000	70% of > \$15,500 but not exceeding \$30,000		
	\$ 15,000	75% of > \$30,000 but not exceeding \$45,000		
	\$ 15,000	80% of > \$45,000 but not exceeding \$60,000		
	\$ 39,732	85% of > \$60,000		
	\$ 100,232	< Gross Sales		

***Current abatement of MAG only.  
Commission still applies***

***Recommend removal of Abatement  
effective March 1, 2021***

## Tarpy's Rents and Abatements @ 100% and 75%

Month	Total Rent	Tarpy's Rent	Subtenant Rent	Abatements	Rent Paid
Jan-20	\$ 20,229	\$ 13,944	\$ 6,285	\$ -	\$ 20,229
Feb-20	\$ 20,229	\$ 13,944	\$ 6,285	\$ -	\$ 20,229
Mar-20	\$ 20,229	\$ 13,944	\$ 6,285	\$ -	\$ 20,229
Apr-20	\$ 20,229	\$ 13,944	\$ 6,285	\$ (13,944)	\$ 6,285
May-20	\$ 20,229	\$ 13,944	\$ 6,285	\$ (13,944)	\$ 6,285
Jun-20	\$ 20,229	\$ 13,944	\$ 6,285	\$ (13,944)	\$ 6,285
Jul-20	\$ 20,229	\$ 13,944	\$ 6,285	\$ (13,944)	\$ 6,285
Aug-20	\$ 20,229	\$ 13,944	\$ 6,285	\$ (13,944)	\$ 6,285
Sep-20	\$ 20,229	\$ 13,944	\$ 6,285	\$ (13,944)	\$ 6,285
Oct-20	\$ 20,229	\$ 13,944	\$ 6,285	\$ (13,944)	\$ 6,285
Nov-20	\$ 20,229	\$ 13,944	\$ 6,285	\$ (10,458)	\$ 9,771
Dec-20	\$ 20,229	\$ 13,944	\$ 6,285	\$ (10,458)	\$ 9,771
<b>Total</b>	<b>\$ 242,748</b>	<b>\$ 167,324</b>	<b>\$ 75,424</b>	<b>\$ (118,521)</b>	<b>\$ 124,227</b>

***Tarpy's is required to remit subtenant rents as part of the abatement program. Only direct rents are eligible for rent abatement***

***Recommend continued 50% abatement of rent for Tarpy's through May 2021***



**FBO Jet A and AvGas Fuel Sales  
Comparative Data Jul to Dec for FY20 and FY21**

	DMA Jet A	DMA Avgas	Airlines exempt	MAA Jet A	MAA AvGas	Jet A Total	AvGas Total
<b>FY 2021 Fuel Sales</b>							
JUL	56,276	8,767	71,157	103,080	3,243	230,513	12,010
AUG	65,888	7,416	69,194	109,659	2,608	244,741	10,024
SEP	77,227	7,352	69,414	115,608	2,146	262,249	9,498
OCT	102,087	7,835	86,391	133,964	2,645	322,442	10,479
NOV	80,351	7,795	78,287	109,436	1,603	268,074	9,398
DEC	42,573	6,978	72,138	86,935	1,332	201,646	8,310
<b>Total</b>	<b>424,402</b>	<b>46,142</b>	<b>446,581</b>	<b>658,682</b>	<b>13,576</b>	<b>1,529,665</b>	<b>59,718</b>
<b>FY 2020 Fuel Sales</b>							
JUL	74,411	8,578	286,839	121,472	4,062	482,722	12,640
AUG	173,088	10,799	245,189	230,167	3,879	648,444	14,678
SEP	102,131	10,992	208,578	147,014	4,639	457,723	15,631
OCT	128,042	10,067	197,511	195,360	2,246	520,913	12,313
NOV	73,279	8,412	194,339	117,773	3,202	385,391	11,614
DEC	63,037	5,227	171,689	110,266	1,299	344,992	6,526
<b>Total</b>	<b>613,988</b>	<b>54,075</b>	<b>1,304,145</b>	<b>922,052</b>	<b>19,328</b>	<b>2,840,185</b>	<b>73,402</b>
<b>Change \$</b>	<b>(189,586)</b>	<b>(7,933)</b>	<b>(857,564)</b>	<b>(263,370)</b>	<b>(5,752)</b>	<b>(1,310,520)</b>	<b>(13,684)</b>
<b>Change %</b>	<b>-30.9%</b>	<b>-14.7%</b>	<b>-65.8%</b>	<b>-28.6%</b>	<b>-29.8%</b>	<b>-46.1%</b>	<b>-18.6%</b>

*FBO Jet A and AvGas fuel sales are a primary income source for operations.*

*Jet A and AvGas combined sales at MRV are down 45.4%*

*Commercial Airline Jet A sales are having the biggest impact and are down 65.8%*



Fixed Base Operator Rents and Abatements @ 50% and 25%			
	Del Monte Aviation	Monterey Jet Center	Total FBO Rents
Contract Rents *	\$ 32,602	\$ 24,863	\$ 57,465
Months- May to Dec	\$ 8	\$ 8	\$ 8
<b>Total Contract Rents</b>	<b>\$ 260,816</b>	<b>\$ 198,904</b>	<b>\$ 459,720</b>
<b>Abatements</b>			
May-20	\$ 16,301	\$ 12,432	\$ 28,733
Jun-20	\$ 16,301	\$ 12,432	\$ 28,733
Jul-20	\$ 16,301	\$ 12,432	\$ 28,733
Aug-20	\$ 16,301	\$ 12,432	\$ 28,733
Sep-20	\$ 16,301	\$ 12,432	\$ 28,733
Oct-20	\$ 16,301	\$ 12,432	\$ 28,733
Nov-20	\$ 8,151	\$ 6,216	\$ 14,366
Dec-20	\$ 8,151	\$ 6,216	\$ 14,366
<b>Total Abatements</b>	<b>\$ 114,107</b>	<b>\$ 87,021</b>	<b>\$ 201,128</b>
<b>Net Rents Paid</b>	<b>\$ 146,709</b>	<b>\$ 111,884</b>	<b>\$ 258,593</b>
<b>% Abated</b>	<b>43.8%</b>	<b>43.8%</b>	<b>43.8%</b>

*\*Contract rents reflect full rental payment per agreements*

***Current abatement of 25% of rent for all FBO's until February 28, 2021***

***Recommend continuing 25% abatement program to all FBO's effective March 1, 2021 and ending May 1, 2021***



**Monterey Peninsula Airport District  
 Tenant Abatements Review and Recommendations  
 May 1, 2020 through 05-31-2021 \***

Tenant Type	Abatement Type	Abatement % May-20 to Oct-20 *	Abatement % Nov-20 to Feb-21	Abatement % Mar-21 to May-21	Est Total Abatements
Airlines	Terminal Rent	100%	100%	75%	\$ 1,177,348
Rental Car	Terminal Rent	100%	75%	50%	\$ 284,519
Airport Restaurant *	MAG	100%	100%	100%	\$ 65,000
Airport Gift Shop	MAG	100%	100%	75%	\$ 14,271
Tarpy's *	Rent	100%	75%	50%	\$ 146,939
Republic Parking	MAG	100%	100%	0%	\$ 72,500
FBOs	Rent	50%	25%	25%	\$ 271,629
LAMAR Advertising	MAG	100%	100%	0%	\$ 34,000
<b>Estimated Total Abatements through 05-31-2021</b>					<b>\$ 2,066,206</b>

\* Restaurant tenants provided retroactive rent abatements to April 1, 2020 due Monterey County Health Departments order to cease operations.

***Abatements recommended through May 31, 2021***

***All abatements offered will be reexamined in May***

***Total impact of extending tenant abatements from Mar 2021 to May 2021 will be \$322.2K***





**AGENDA ITEM:** G-2  
**DATE:** February 17, 2021

**TO:** Monterey Peninsula Airport District Board of Directors  
**FROM:** Michael La Pier, A.A.E., Executive Director  
**SUBJ:** Resolution No. 1794, A Resolution Authorizing and Approving an Amendment to Resolution No. 1777, the Fiscal Year 2021 Salary Schedule, Listing Salary Ranges for the Monterey Peninsula Airport District

**BACKGROUND.** Pursuant to public law, the Board is required to annually approve the schedule listing salary ranges for District employees. Fiscal Year 2021 Salary Schedule, Listing Salary Ranges adopted by Resolution No. 1777 on June 17, 2020 which is still in effect. The District request the amendment of Resolution No. 1777 by Resolution 1794 on February 17, 2021.

On December 16, 2020, the District approved the addition of a Superintendent of Field Operations (Superintendent) position. With changes in Airport operations and capital projects the Superintendent would support the Deputy Director of Development and Strategy by assuming supervisory duties over Operations and Maintenance departments. The Superintendent position would have a recommended salary range of \$95,000 to \$110,000 and be an exempt position.

The FY 2021 salary ranges include a zero percent (0.0%) increase in the lower and upper limits of the salary schedule. No other changes are requested to the salary ranges for the amended FY 2021 salary schedule.

**OPERATING FISCAL/BUDGET IMPACT.** Staff changes include the resignation of an Operation Supervisor (Supervisor) in November 2020 (that will not be refilled) the hiring of the Superintendent on February 1, 2021. Supervisor monthly salary was \$5,026 and the Superintendent monthly salary is \$8,333, resulting in a monthly increase in salaries of \$3,306. Due to the three-month vacancy in the Supervisor position the District saved \$15,618. The impact of the higher Superintendent salary for February to June will be \$16,530. The variance is a \$912 increase in salaries.

**RECOMMENDATION.** Adopt Resolution No. 1794, A Resolution Authorizing and Approving an Amendment to Resolution No. 1777, the Fiscal Year 2021 Salary Schedule, Listing Salary Ranges for the Monterey Peninsula Airport District.

**ATTACHMENTS.**

Resolution No. 1794  
FY 2021 Amended Salary Schedule

**RESOLUTION NO. 1794**

**A RESOLUTION AUTHORIZING AND APPROVING AN AMENDMENT TO  
RESOLUTION NO. 1777, THE FISCAL YEAR 2021 SALARY SCHEDULE, LISTING SALARY  
RANGES FOR THE MONTEREY PENINSULA AIRPORT DISTRICT**

**WHEREAS**, the Monterey Peninsula Airport District approved the addition of the Superintendent of Field Operations position on December 16, 2020; and

**WHEREAS**, the District wishes to Amended FY 2021 Salary Schedule to reflect the salary range commensurate with the Superintendent of Field Operations position.

**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 Amended 2021 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 2021 Salary Schedule" listing salary ranges.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** This 17th day of February 2021 by the following roll call vote:

<b>AYES:</b>	<b>DIRECTORS:</b>
<b>NOES:</b>	<b>DIRECTORS:</b>
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>
<b>ABSENT:</b>	<b>DIRECTORS:</b>

Signed this 17th day of February 2021

Gary Cursio, Chair

**A T T E S T**

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

**MONTEREY PENINSULA AIRPORT DISTRICT  
 AMENDED FISCAL YEAR 2021 SALARY SCHEDULE  
 Adopted February 17, 2021 by Resolution No. 1794**

EFFECTIVE: February 16, 2021

<b>PER CONTRACT</b>			
EXECUTIVE DIRECTOR	ANNUAL	193,000	
Position Titles	FY 2021 Salary Ranges		
		Min	Max
DEPUTY EXECUTIVE DIRECTOR - ADMINISTRATION AND FINANCE	ANNUAL	128,606	158,090
	PER MONTH	10,717	13,174
	PER HOUR	61.83	76.00
DEPUTY DIRECTOR - STRATEGY AND DEVELOPMENT	ANNUAL	105,692	136,708
	PER MONTH	8,808	11,392
	PER HOUR	50.81	65.72
SUPERINTENDENT OF FIELD OPERATIONS	ANNUAL	95,000	110,000
	PER MONTH	7,917	9,167
	PER HOUR	45.67	52.88
OPERATIONS MANAGER	ANNUAL	64,952	93,943
	PER MONTH	5,413	7,829
	PER HOUR	31.23	45.16
OPERATIONS SUPERVISOR	ANNUAL	53,865	80,013
	PER MONTH	4,489	6,668
	PER HOUR	25.90	38.47
PROJECT MANAGER	ANNUAL	59,034	93,943
	PER MONTH	4,919	7,829
	PER HOUR	28.38	45.16
FINANCIAL ACCOUNTANT	ANNUAL	60,345	93,943
	PER MONTH	5,029	7,829
	PER HOUR	29.01	45.16
ACCOUNTING SPECIALIST	ANNUAL	51,355	77,367
	PER MONTH	4,280	6,447
	PER HOUR	24.69	37.20
EXECUTIVE ASSISTANT	ANNUAL	50,681	76,344
	PER MONTH	4,223	6,362
	PER HOUR	24.37	36.70
OFFICE TECHNICIAN	ANNUAL	43,913	66,153
	PER MONTH	3,659	5,513
	PER HOUR	21.11	31.80
ADMINISTRATIVE ASSISTANT	ANNUAL	38,382	57,803
	PER MONTH	3,199	4,817
	PER HOUR	18.45	27.79
CONFIDENTIAL ASSISTANT	ANNUAL	32,801	61,419
	PER MONTH	2,733	5,118
	PER HOUR	15.77	29.53
MAINTENANCE MANAGER	ANNUAL	74,616	105,647
	PER MONTH	6,218	8,804
	PER HOUR	35.87	50.79
MAINTENANCE LEAD WORKER	ANNUAL	53,704	75,867
	PER MONTH	4,475	6,322
	PER HOUR	25.82	36.47

**MONTEREY PENINSULA AIRPORT DISTRICT  
 AMENDED FISCAL YEAR 2021 SALARY SCHEDULE  
 Adopted February 17, 2021 by Resolution No. 1794**

Position Titles	FY 2021 Salary Ranges	
	Min	Max
MAINTENANCE WORKER	ANNUAL	43,511 63,697
	PER MONTH	3,626 5,308
	PER HOUR	20.92 30.62
CUSTODIAN	ANNUAL	37,208 50,927
	PER MONTH	3,101 4,244
	PER HOUR	17.89 24.48

**HOURLY WAGE FOR PART-TIME (NO BENEFITS)**

None

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

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

NOTE 2: INDICATED SALARY RATES DO NOT INCLUDE AUTOMOBILE ALLOWANCES FOR EXECUTIVE MANAGEMENT POSITIONS.

AUTO ALLOWANCE: \$750 per month to Executive Director.

NOTE 3: INDICATED SALARY RATES DO NOT INCLUDE TECHNOLOGY ALLOWANCE FOR EXECUTIVE DIRECTOR.

TECHNOLOGY ALLOWANCE: \$200 per month to Executive Director.

NOTE 4: INDICATED SALARY RATES DO NOT INCLUDE HEALTH AND WELLNESS ALLOWANCE FOR EXECUTIVE DIRECTOR.

HEALTH AND WELLNESS ALLOWANCE: \$412 per month to Executive Director.

NOTE 5: INDICATED SALARY RATES DO NOT INCLUDE COMPENSATION FOR THE BOARD OF DIRECTORS.

DIRECTOR COMPENSATION: \$105 per meeting/day of service; not to exceed \$630 per month.

**TO:** Monterey Peninsula Airport District Board of Directors  
**FROM:** Michael La Pier, A.A.E., Executive Director  
**SUBJ:** Resolution No. 1795, A Resolution Amending Resolution No. 1778 and Approving the Amended Operating Budget of the Monterey Peninsula Airport District for Fiscal Year Ending 2021

**BACKGROUND.** The FY21 Budget, approved in June 2020, included estimates based on information available to staff. The following events may have an impact on the FY21 Operating Budget and staff recommends the budget be amended.

In March 2020, the Corona Virus (COVID-19) pandemic surged throughout the United States which significantly reduced airline travel. The financial impact on the District was significant and immediate actions were taken to control expenses, staff reductions were implemented, and work schedules were adjusted.

In March 2020, the Federal Government approved the Coronavirus Relief Fund or CARES Act program. In May 2020, the District filed for a Corona Virus Aid, Relief, and Economic Security (CARES) Act grant and was awarded \$12.6M to be used over the next four years. The District has used the grant to offset operating expenses and provide assistance to aviation related tenants whose operations were significantly impacted by the downturn in the aviation industry.

### **Tenant Abatements**

The District offered aviation related tenants assistance in the form of rent and minimum annual guaranteed (MAGs) concession abatements. The District issued tenant abatements from May to October 2020 and then extended those abatements from November 2020 to February 2021 with some modifications.

The Airline industry economic recovery has been slow and passenger enplanements are operating at about 30% to 35% of FY20 levels. All aviation related tenants continue to be impacted by the slow recovery, in varying degrees, and their revenues are following the patterns similar to the air carriers. Staff recommends that abatements be continued from March to May 2021 with the following changes:

- Airlines terminal rent abatements be reduced from 100% to 75%
- Rental car monthly rent abatements reduced from 75% to 50%
- Terminal restaurant concession \$5K MAG abatement continued through May
- Terminal gift shop concession MAG abatement reduced from 100% to 75%
- Terminal Advertising MAG abatement removed
- Reef/Republic Parking MAG abatement removed
- Tarpy's Roadhouse rent abatement reduced from 75% to 50%
- FBO rent abatement maintained at 25%

## **Marketing Expense**

In June 2020, with the onset of the COVID-19 pandemic, the District staff recommended a very conservative marketing budget of \$60K for FY21.

In July 2019, Alaska Airlines (Alaska) announced new daily service between Monterey and its hub in Seattle, Washington that began on February 11, 2021. Staff recommends a marketing support package of \$60K for the new Monterey to Seattle service which includes a marketing campaign that would promote the new service through the remainder of FY21.

Allegiant Air announced plans to implement a seasonal twice weekly flight between Monterey and Portland, OR. The service would begin on May 28, 2021 and continue through August 16, 2021. Staff recommends a marketing support package of \$20K for the new Monterey to Portland service.

Staff requests an increase of \$80K in the FY21 marketing budget. The \$80K increase would result in an amended FY21 Marketing budget totaling \$140K.

## **SWRCB (PFAS) Analysis Project**

California State Water Resources Control Board (SWRCB) project was created in FY20 to perform required ground water tests for potential PFAS contamination on District property. The tests were completed at a cost of \$133.6K, and the report submitted to the SWRCB. At this time no additional action is required by SWRCB but the District has joined a class action lawsuit against the makers of PFAS. The expenses incurred to complete the SWRCB report aren't applicable to the District's operations as a commercial or general aviation airport and therefore shouldn't be capitalized as an asset of the District. Staff recommends that the SWRCB report costs be expensed in accordance with GASB and GAAP. SWRCB report costs are included in the proposed amended FY21 Operating Budget as a period expense.

## **Staff Changes**

On December 16, 2020, the District approved the addition of a Superintendent of Field Operations (Superintendent) position. The approved salary range for this position is \$95,000 to \$110,000 and is an exempt position. With other staff changes, the Superintendent salary and benefits will be absorbed into the FY21 expenses without a negative impact to the FY21 budget.

The proposed Amended Fiscal Year 2021 Operating Budget is provided for your review and adoption. See the attached schedule, Amended Operating Plan - Summary Income Statement - Fiscal Year 2021.

**BUDGET SUMMARY.**

**ENTERPRISE ACTIVITY**

1.	Operating Revenue:	\$5,991,319
2.	Operating Expense:	<u>8,162,636</u>
	Net Loss from Operations:	(2,171,314)
3.	Interest Income:	66,600
4.	Interest Expense – 2012 POB & CEC Loan:	<u>(54,198)</u>
	Net Operating Income:	(\$2,158,912)*

**IMPACT DISTRICT EQUITY.** As of June 30, 2020, the FY21 Budget projected a Net Operating Loss of \$2,744,444. The proposed Amended FY21 Budget projects Net Operating Loss of \$2,158,912 which is a \$585,5K lower than the June 30, 2020 budget operating loss.

\* Operating losses are being offset by draws from the CARES Act grant that will be recognized as nonoperating revenues. As a result of the CARES Act draws there will be no significant impact on the unrestricted net position of the District.

**RECOMMENDATION.** Adopt Resolution No. 1795, A Resolution Amending Resolution No. 1778 and Approving the Amended Operating Budget of the Monterey Peninsula Airport District for Fiscal Year Ending 2021

**ATTACHMENTS.**

Resolution No. 1795  
Fiscal Year 2021 Amended Operating Budget

**RESOLUTION NO. 1795**

**A RESOLUTION AMENDING RESOLUTION NO. 1778 AND APPROVING THE AMENDED OPERATING BUDGET OF THE MONTEREY PENINSULA AIRPORT DISTRICT FOR FISCAL YEAR ENDING 2021**

**WHEREAS**, Executive Staff recommends the FY21 Operating Budget be amended to reflect material financial changes in District expected operations; and

**WHEREAS**, it is the desire of the Board of Directors to amend the "Fiscal Year 2021 Operating Budget" and include expected changes in revenues and expenditures identified since the approval of Resolution No. 1778; and

**WHEREAS**, the revenues and expenditures of the District for the Fiscal Year 2021 are hereby appropriated as set forth and segregated in the amended Operating Budget; and

**WHEREAS**, all amended operating expenditures for the Fiscal Year 2021 as set forth in the District Amended 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 2021 are identified and shall be payable in such time, form and manner as prescribed by contract or covenant, are hereby approved.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT**, that the Fiscal Year 2021 District Operating Budget is changed from a loss of \$2,744,444 to a loss of \$2,158,812 effective immediately.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** This 17th day of February 2021 by the following roll call vote:

<b>AYES:</b>	<b>DIRECTORS:</b>
<b>NOES:</b>	<b>DIRECTORS:</b>
<b>ABSTAIN:</b>	<b>DIRECTORS:</b>
<b>ABSENT:</b>	<b>DIRECTORS:</b>

Signed this 17th day of February 2021

Gary Cursio, Chair



ATTEST

Michael La Pier, AAE  
District Secretary

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA**  
**AMENDED OPERATING BUDGET FISCAL YEAR 2021**  
February 17, 2021

Amended Operating Plan -- Income Statement -- Fiscal Year 2021  
For the Twelve Periods Ending 06/30/2021

**Date 20210210**

	FY 2021 FULL YEAR <u>REVISED BUDGET</u>	FY 2021 FULL YEAR <u>BUDGET</u>	\$ VARIANCE ACT/FOR	% VARIANCE ACT/FOR
<b>OPERATING REVENUE</b>				
<b>TERMINAL</b>				
Commercial Aviation Fees	574,551.71	385,799.71	188,752.00	48.9%
Rents	510,337.00	1,193,668.00	(683,331.00)	-57.2%
Concessions	96,514.00	76,520.00	19,994.00	26.1%
TNC / TCP & Taxi Permits & Trip Fees	103,585.81	41,337.00	62,248.81	150.6%
Rental Car	657,517.41	44,000.00	613,517.41	1394.4%
Parking	139,138.82	58,000.00	81,138.82	139.9%
<b>HEAVY GENERAL AVIATION</b>				
General Aviation Landing Fees	273,974.00	126,862.00	147,112.00	116.0%
FBO Rent	462,244.00	577,804.00	(115,560.00)	-20.0%
Fuel Flowage Fees	358,760.00	42,643.00	316,117.00	741.3%
<b>LIGHT GENERAL AVIATION</b>	<b>429,616.00</b>	<b>453,904.00</b>	<b>(24,288.00)</b>	<b>-5.4%</b>
<b>NON-AVIATION RENTS</b>	<b>2,064,047.13</b>	<b>2,052,411.53</b>	<b>11,635.60</b>	<b>0.6%</b>
<b>OTHER OPERATING REVENUE</b>	<b>321,032.72</b>	<b>283,427.60</b>	<b>37,605.12</b>	<b>13.3%</b>
<b>TOTAL OPERATING REVENUE:</b>	<u><b>5,991,318.59</b></u>	<u><b>5,336,376.84</b></u>	<u><b>654,941.75</b></u>	<u><b>12.3%</b></u>
<b>OPERATING EXPENSE</b>				
Finance & Administration	1,997,449.00	1,809,692.00	187,757.00	10.4%
Planning & Development	650,822.00	561,896.00	88,926.00	15.8%
Maintenance & Custodial Services	1,548,568.00	1,599,469.00	(50,901.00)	-3.2%
Airport Operations	479,378.00	498,977.00	(19,599.00)	-3.9%
Police Department	1,116,075.00	1,127,220.00	(11,145.00)	-1.0%
Fire Department	1,981,557.00	1,971,383.00	10,174.00	0.5%
Board of Directors	244,530.12	259,816.00	(15,285.88)	-5.9%
Office Rental Space	144,253.53	264,770.00	(120,516.47)	100.0%
<b>TOTAL OPERATING EXPENSE:</b>	<u><b>8,162,632.65</b></u>	<u><b>8,093,223.00</b></u>	<u><b>(69,409.65)</b></u>	<u><b>0.9%</b></u>
<b>OPERATING INCOME</b>	<u><b>(2,171,314.06)</b></u>	<u><b>(2,756,846.17)</b></u>	<u><b>585,532.10</b></u>	<u><b>-21.2%</b></u>
<b>PLUS: INTEREST INCOME</b>	<b>66,600.00</b>	<b>66,600.00</b>	<b>-</b>	<b>0.0%</b>
<b>LESS: INTEREST EXPENSE - 2012 MPAD POB &amp; CEC</b>	<b>54,198.07</b>	<b>54,198.07</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL INCOME</b>	<u><b>(2,158,912.13)</b></u>	<u><b>(2,744,444.24)</b></u>	<u><b>585,532.10</b></u>	<u><b>-21.3%</b></u>
<b>OTHER REVENUE / (EXPENSE)</b>	<b>8,424,287.43</b>	<b>15,336,008.01</b>	<b>(6,911,720.58)</b>	<b>-154.9%</b>
<b>CHANGE IN NET POSITION</b>	<u><u><b>6,265,375.29</b></u></u>	<u><u><b>12,591,563.77</b></u></u>	<u><u><b>(6,326,188.48)</b></u></u>	<u><u><b>-149.8%</b></u></u>

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA AMENDED OPERATING BUDGET**  
**FISCAL YEAR 2021**  
 FEBRUARY 17, 2021

**Amended Operating Plan -- Income Statement -- Fiscal Year 2021**  
**For the Twelve Periods Ending 06/30/2021**

<b>Date 20210210</b>		<b>FY 2021 FULL YEAR REVISED BUDGET</b>	<b>FY 2021 FULL YEAR BUDGET</b>	<b>INC/(DEC) FOR FY 2021</b>	<b>FY 2020 FULL YEAR FORECAST</b>	<b>INC/(DEC) FOR FY 2021</b>
<b>Operating Revenue</b>						
<b>Commercial Aviation</b>						
Landing Fees	FY 01.0	437,409.00	280,658.00	156,751.00	558,299.78	(120,890.78)
RON Fees	FY 01.0	24,853.00	18,016.00	6,837.00	75,145.12	(50,292.12)
Apron Fees	FY 01.0	74,919.00	49,755.00	25,164.00	101,957.73	(27,038.73)
Fuel Flowage	FY 01.0	37,370.71	37,370.71	-	85,936.60	(48,565.90)
<b>Total Commercial Aviation:</b>		<b>574,551.71</b>	<b>385,799.71</b>	<b>188,752.00</b>	<b>821,339.23</b>	<b>(246,787.53)</b>
<b>General Aviation</b>						
Landing Fee	FY 02.0	273,974.00	126,862.00	147,112.00	318,530.72	(44,556.72)
<b>Total General Aviation:</b>		<b>273,974.00</b>	<b>126,862.00</b>	<b>147,112.00</b>	<b>318,530.72</b>	<b>(44,556.72)</b>
<b>Terminal Leases &amp; Concessions</b>						
Gate Usage Fees		-	-	-	3,626.24	(3,626.24)
Terminal Space Rent	FY 03.0	510,337.00	1,193,668.00	(683,331.00)	1,469,485.92	(959,148.92)
Terminal Concessions	FY 03.1	96,514.00	76,520.00	19,994.00	158,070.33	(61,556.33)
TCP Operators Permits	FY 03.1	47,656.78	7,800.00	39,856.78	8,168.16	39,488.62
Taxi Operators Permits & Trip Fee	FY 03.1	8,272.25	9,746.00	(1,473.75)	51,245.63	(42,973.38)
TNC Permits & Trip Fees	FY 03.1	47,656.78	23,791.00	23,865.78	175,772.00	(128,115.22)
Rental Car Concessions	FY 03.3	657,517.41	44,000.00	613,517.41	941,776.07	(284,258.66)
Parking Concession	FY 03.3	139,138.82	58,000.00	81,138.82	693,382.82	(554,244.00)
Tower Lease		-	-	-	-	-
<b>Total Terminal Leases &amp; Concessions:</b>		<b>1,507,093.03</b>	<b>1,413,525.00</b>	<b>93,568.03</b>	<b>3,501,527.18</b>	<b>(1,994,434.14)</b>
<b>Heavy General Aviation Tenants</b>						
FBO Rents	FY 02.0	462,244.00	577,804.00	(115,560.00)	635,578.00	(173,334.00)
Fuel Flowage Fees	FY 02.0	358,760.00	42,643.00	316,117.00	306,367.18	52,392.82
<b>Total Heavy General Aviation Tenants:</b>		<b>821,004.00</b>	<b>620,447.00</b>	<b>200,557.00</b>	<b>941,945.18</b>	<b>(120,941.18)</b>
<b>Light General &amp; Other Aviation Tenants</b>						
Facility / Space Rents	FY 04.0	176,940.00	186,044.00	(9,104.00)	189,815.00	(12,875.00)
Hangar Rents	FY 04.0	247,876.00	263,700.00	(15,824.00)	257,048.00	(9,172.00)
Tiedown Fees	FY 04.0	4,800.00	4,160.00	640.00	4,118.00	682.00
<b>Total Light General &amp; Other Aviation Tenants:</b>		<b>429,616.00</b>	<b>453,904.00</b>	<b>(24,288.00)</b>	<b>450,981.00</b>	<b>(21,365.00)</b>
<b>Non-Aviation Tenants</b>						
Facility / Space Rents	FY 05.0	990,701.53	1,028,734.53	(38,033.00)	1,053,333.36	(62,631.83)
Outside Storage	FY 05.0	118,896.00	119,448.00	(552.00)	119,439.00	(543.00)
R V Storage	FY 05.0	136,200.00	131,100.00	5,100.00	148,959.00	(12,759.00)
DRO R V Storage	FY 05.0	7,200.00	7,200.00	-	7,955.30	-
Self-Storage Concession	FY 05.0	372,173.00	372,173.00	-	385,412.41	(13,239.41)
Office Rental Space	FY 05.0	432,876.60	387,756.00	45,120.60	417,842.11	15,034.49
Miscellaneous Non-Aviation Revenue	FY 05.0	6,000.00	6,000.00	-	7,015.49	(1,015.49)
<b>Total Non-Aviation Tenants:</b>		<b>2,064,047.13</b>	<b>2,052,411.53</b>	<b>11,635.60</b>	<b>2,139,956.67</b>	<b>(75,154.24)</b>
<b>Other Operating Revenue</b>						
Property Tax Allocation		130,000.00	130,000.00	-	134,178.99	(4,178.99)
Utility Charges	FY 05.0	161,924.72	133,977.60	27,947.12	137,740.86	24,183.86
Late Fees & Interest	FY 05.0	3,875.00	5,150.00	(1,275.00)	8,009.41	(4,134.41)
Bail & Traffic Fines	FY 05.0	-	-	-	(743.00)	743.00
License Fees		-	-	-	1,628.75	(1,628.75)

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA AMENDED OPERATING BUDGET**  
**FISCAL YEAR 2021**  
 FEBRUARY 17, 2021

**Amended Operating Plan -- Income Statement -- Fiscal Year 2021**  
**For the Twelve Periods Ending 06/30/2021**

Date 20210210	FY 2021 FULL YEAR REVISED BUDGET	FY 2021 FULL YEAR BUDGET	INC/(DEC) FOR FY 2021	FY 2020 FULL YEAR FORECAST	INC/(DEC) FOR FY 2021
Tenant Employee Parking, Decals <span style="color: blue;">FY 05.0</span>	17,483.00	8,300.00	9,183.00	39,388.00	(21,905.00)
Tenant Plan Reviews, Checks & Inspection	-	-	-	4,510.50	(4,510.50)
Miscellaneous Other Operating Revenue	7,750.00	6,000.00	1,750.00	50,130.12	(42,380.12)
<b>Total Other Operating Revenue:</b>	<b>321,032.72</b>	<b>283,427.60</b>	<b>37,605.12</b>	<b>374,843.63</b>	<b>(53,810.91)</b>
<b>Total Operating Revenue:</b>	<b>5,991,318.59</b>	<b>5,336,376.84</b>	<b>654,941.75</b>	<b>8,549,123.61</b>	<b>(2,557,049.72)</b>

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA AMENDED OPERATING BUDGET**  
**FISCAL YEAR 2021**  
 FEBRUARY 17, 2021

**Amended Operating Plan -- Income Statement -- Fiscal Year 2021**  
**For the Twelve Periods Ending 06/30/2021**

Date 20210210	FY 2021 FULL YEAR REVISED BUDGET	FY 2021 FULL YEAR BUDGET	INC/(DEC) FOR FY 2021	FY 2020 FULL YEAR FORECAST	INC/(DEC) FOR FY 2021
<b>Operating Expense</b>					
<b>Finance &amp; Administration</b>					
Salary & Wages	629,020.00	630,534.00	(1,514.00)	748,235.00	(119,215.00)
Salary & Wage Reimbursement - AIP & Billing	-	-	-	-	-
Overtime (OT) Pay	-	-	-	7.00	(7.00)
Employer SSI	39,040.00	39,136.00	(96.00)	38,559.00	481.00
Employer MC	9,149.00	9,170.00	(21.00)	10,405.00	(1,256.00)
Workers' Compensation Insurance	28,141.00	28,547.00	(406.00)	34,179.00	(6,038.00)
ADP Processing	2,268.00	2,160.00	108.00	3,402.00	(1,134.00)
CalPERS Retirement	50,649.00	50,753.00	(104.00)	44,248.00	6,401.00
CalPERS UAL	20,241.00	16,740.00	3,501.00	12,920.00	7,321.00
CalPERS Health Insurance	106,278.00	96,306.00	9,972.00	124,635.00	(18,357.00)
Flexible Spending Account (FSA)	10,500.00	10,500.00	-	10,930.00	(430.00)
Dental Insurance	10,952.00	10,952.00	-	13,374.00	(2,422.00)
Vision Insurance	792.00	792.00	-	1,554.00	(762.00)
Life Insurance	1,248.00	1,248.00	-	1,332.00	(84.00)
Retiree Health Insurance	3,372.00	3,372.00	-	3,717.00	(345.00)
GASB 45-75 / OPEB Expense	-	-	-	-	-
GASB 68 / Deferred Expense	-	-	-	-	-
Personnel Recruitment & Pre-Employment Expense	1,810.00	1,900.00	(90.00)	1,325.00	485.00
Temporary Personnel	952.00	-	952.00	24,486.00	(23,534.00)
Dues & Subscriptions	19,036.00	20,116.00	(1,080.00)	20,181.00	(1,145.00)
Seminars & Conferences	1,175.00	1,940.00	(765.00)	1,484.00	(309.00)
Professional Development & Education	-	-	-	1,050.00	(1,050.00)
Business Travel & Entertainment	7,384.00	12,765.00	(5,381.00)	16,678.00	(9,294.00)
Public Notices	485.00	1,000.00	(515.00)	97.00	388.00
LAFCO Expense	13,500.00	17,000.00	(3,500.00)	15,911.00	(2,411.00)
Umbrella Liability Insurance Expense	195,996.00	193,200.00	2,796.00	183,423.00	12,573.00
Administrative Meetings / Employee Relations	4,722.00	6,950.00	(2,228.00)	6,125.00	(1,403.00)
Telephone	31,945.00	32,196.00	(251.00)	31,601.00	344.00
Telecommunications	3,619.00	3,180.00	439.00	3,458.00	161.00
Postage & Courier Services	1,671.00	1,860.00	(189.00)	1,671.00	-
Bank Fees & Finance Charges	15,332.00	15,000.00	332.00	13,773.00	1,559.00
Custodial Supplies & Materials	-	-	-	-	-
General Supplies & Materials	1,150.00	1,500.00	(350.00)	1,239.00	(89.00)
Office Supplies & Materials	10,091.00	16,270.00	(6,179.00)	11,356.00	(1,265.00)
District Vehicle Supplies & Materials	-	-	-	-	-
District Vehicle Fuel	-	-	-	-	-
Office Equipment Repair & Maintenance	8,205.00	8,904.00	(699.00)	8,468.00	(263.00)
General Repair & Maintenance	-	-	-	500.00	(500.00)
District Vehicle Repair & Maintenance	-	-	-	-	-
Other / Contract Services	40,984.00	42,289.00	(1,305.00)	41,790.00	(806.00)
Tenant Services	-	-	-	-	-
Art Program	2,500.00	15,000.00	(12,500.00)	25,464.00	(22,964.00)
Annual Audit / Accounting	46,816.00	47,400.00	(584.00)	30,615.00	16,201.00
District Legal Counsel	3,718.00	-	3,718.00	58,388.00	(54,670.00)
Other Legal Services	141,184.00	550.00	140,634.00	7,433.00	133,751.00
Computer / LAN / IT	5,357.00	6,780.00	(1,423.00)	4,113.00	1,244.00
Administration & Finance	9,561.00	14,900.00	(5,339.00)	12,275.00	(2,714.00)
Human Resources	16,814.00	30,000.00	(13,186.00)	37,156.00	(20,342.00)
Other Professional Services	5,688.00	900.00	4,788.00	1,455.00	4,233.00
Marketing	140,000.00	60,000.00	80,000.00	129,930.00	10,070.00
Public Relations	22,810.00	25,480.00	(2,670.00)	21,534.00	1,276.00
Air Service Development	25,000.00	20,500.00	4,500.00	34,381.00	(9,381.00)
New Air Services - Marketing	-	-	-	-	-
Utilities - Miscellaneous	-	-	-	-	-
Utilities - Electricity	33,466.00	46,000.00	(12,534.00)	39,232.00	(5,766.00)
Utilities - Natural Gas	48,178.00	46,400.00	1,778.00	38,697.00	9,481.00
Utilities - Water	169,196.00	155,532.00	13,664.00	163,406.00	5,790.00
Utilities - Sewage / Waste Water	32,170.00	29,570.00	2,600.00	30,276.00	1,894.00
Utilities - Solid Waste Disposal	18,458.00	28,100.00	(9,642.00)	29,828.00	(11,370.00)

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA AMENDED OPERATING BUDGET**  
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**Amended Operating Plan -- Income Statement -- Fiscal Year 2021**  
**For the Twelve Periods Ending 06/30/2021**

Date 20210210	FY 2021 FULL YEAR REVISED BUDGET	FY 2021 FULL YEAR BUDGET	INC/(DEC) FOR FY 2021	FY 2020 FULL YEAR FORECAST	INC/(DEC) FOR FY 2021
Bad Debt Expense	5,276.00	5,000.00	276.00	5,000.00	276.00
Property Tax & Assessments	1,550.00	1,300.00	250.00	1,176.00	374.00
<b>Total Finance &amp; Administration:</b>	<b>1,997,449.00</b>	<b>1,809,692.00</b>	<b>187,757.00</b>	<b>2,102,472.00</b>	<b>(105,023.00)</b>

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA AMENDED OPERATING BUDGET**  
**FISCAL YEAR 2021**  
 FEBRUARY 17, 2021

**Amended Operating Plan -- Income Statement -- Fiscal Year 2021**  
**For the Twelve Periods Ending 06/30/2021**

Date 20210210	FY 2021 FULL YEAR REVISED BUDGET	FY 2021 FULL YEAR BUDGET	INC/(DEC) FOR FY 2021	FY 2020 FULL YEAR FORECAST	INC/(DEC) FOR FY 2021
<b>Planning &amp; Development</b>					
Salaries & Wages	260,353.00	259,297.00	1,056.00	262,785.00	(2,432.00)
Salary & Wage Reimbursement - AIP & Billing	(21,569.00)	(12,000.00)	(9,569.00)	(16,013.00)	(5,556.00)
Overtime (OT) Pay	-	-	-	-	-
Employer SSI	15,245.00	16,092.00	(847.00)	15,357.00	(112.00)
Employer MC	3,804.00	3,792.00	12.00	3,593.00	211.00
Workers' Compensation Insurance	28,584.00	28,476.00	108.00	37,433.00	(8,849.00)
ADP Processing	1,134.00	1,080.00	54.00	1,035.00	99.00
CalPERS Retirement	12,840.00	25,824.00	(12,984.00)	25,907.00	(13,067.00)
CalPERS UAL	61,074.00	54,024.00	7,050.00	49,540.00	11,534.00
CalPERS Health Insurance	51,138.00	74,322.00	(23,184.00)	61,782.00	(10,644.00)
Flexible Spending Account (FSA)	3,600.00	3,600.00	-	3,828.00	(228.00)
Dental Insurance	5,160.00	5,160.00	-	4,659.00	501.00
Vision Insurance	396.00	396.00	-	396.00	-
Life Insurance	288.00	288.00	-	243.00	45.00
Retiree Health Insurance	-	-	-	-	-
GASB 45-75 / OPEB Expense	-	-	-	-	-
GASB 68 / Deferred Expense	-	-	-	-	-
Personnel Recruitment & Pre-Employment Expense	-	-	-	-	-
Temporary Personnel	-	-	-	-	-
Dues & Subscriptions	472.00	1,025.00	(553.00)	845.00	(373.00)
Seminars & Conferences	1,870.00	1,820.00	50.00	850.00	1,020.00
Professional Development & Education	1,895.00	1,895.00	-	-	1,895.00
Business Travel & Entertainment	2,645.00	4,245.00	(1,600.00)	5,887.00	(3,242.00)
Public Notices	500.00	1,000.00	(500.00)	648.00	(148.00)
Administrative Meetings / Employee Relations	150.00	300.00	(150.00)	(30.00)	180.00
Telephone	380.00	360.00	20.00	346.00	34.00
Telecommunications	1,792.00	1,800.00	(8.00)	1,730.00	62.00
Postage & Courier Services	413.00	790.00	(377.00)	715.00	(302.00)
General Supplies & Materials	-	-	-	-	-
Office Supplies & Materials	1,312.00	2,400.00	(1,088.00)	2,015.00	(703.00)
District Vehicle Supplies & Materials	-	-	-	-	-
District Vehicle Fuel	-	-	-	-	-
Office Equipment Repair & Maintenance	5,010.00	4,800.00	210.00	4,863.00	147.00
General Repair & Maintenance	-	-	-	-	-
District Vehicle Repair & Maintenance	-	-	-	-	-
Other / Contract Services	133,627.00	-	133,627.00	-	133,627.00
Architect & Engineer	24,970.00	25,000.00	(30.00)	19,402.00	5,568.00
District Legal Counsel	520.00	1,320.00	(800.00)	-	520.00
Other Legal Services	-	-	-	5,887.00	(5,887.00)
Computer / LAN & IT	50,219.00	51,790.00	(1,571.00)	41,314.00	8,905.00
Environmental	2,000.00	2,000.00	-	-	2,000.00
Other Professional Services	-	-	-	500.00	(500.00)
Public Relations	1,000.00	1,000.00	-	-	1,000.00
<b>Total Planning &amp; Development:</b>	<b>650,822.00</b>	<b>561,896.00</b>	<b>88,926.00</b>	<b>535,517.00</b>	<b>115,305.00</b>

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA AMENDED OPERATING BUDGET**  
**FISCAL YEAR 2021**  
 FEBRUARY 17, 2021

**Amended Operating Plan -- Income Statement -- Fiscal Year 2021**  
**For the Twelve Periods Ending 06/30/2021**

Date 20210210	FY 2021 FULL YEAR REVISED BUDGET	FY 2021 FULL YEAR BUDGET	INC/(DEC) FOR FY 2021	FY 2020 FULL YEAR FORECAST	INC/(DEC) FOR FY 2021
<b>Maintenance &amp; Custodial Services</b>					
Salaries & Wages	580,346.00	577,802.00	2,544.00	620,714.00	(40,368.00)
Salary & Wage Reimbursement - AIP & Billing	-	-	-	-	-
Pager Pay	8,440.00	8,440.00	-	9,970.00	(1,530.00)
Overtime (OT) Pay	7,736.00	7,690.00	46.00	4,172.00	3,564.00
Holiday Pay	3,127.00	3,101.00	26.00	2,318.00	809.00
Employer SSI	37,247.00	37,089.00	158.00	38,595.00	(1,348.00)
Employer MC	8,754.00	8,711.00	43.00	9,039.00	(285.00)
Workers' Compensation Insurance	65,871.00	65,570.00	301.00	90,626.00	(24,755.00)
ADP Processing	3,780.00	3,600.00	180.00	3,743.00	37.00
CalPERS Retirement	57,006.00	56,730.00	276.00	53,462.00	3,544.00
CalPERS UAL	64,398.00	69,000.00	(4,602.00)	58,504.00	5,894.00
CalPERS Health Insurance	191,580.00	191,652.00	(72.00)	197,173.00	(5,593.00)
Flexible Spending Account (FSA)	12,000.00	12,000.00	-	13,734.00	(1,734.00)
Dental Insurance	18,312.00	18,312.00	-	18,885.00	(573.00)
Vision Insurance	1,320.00	1,320.00	-	1,443.00	(123.00)
Life Insurance	960.00	960.00	-	876.00	84.00
Retiree Health Insurance	3,372.00	3,372.00	-	2,067.00	1,305.00
GASB 45-75 / OPEB Expense	-	-	-	-	-
GASB 68 / Deferred Expense	-	-	-	-	-
Personnel Recruitment & Pre-Employment Expense	-	-	-	-	-
Temporary Personnel	-	-	-	-	-
Dues & Subscriptions	-	-	-	-	-
Seminars & Conferences	1,500.00	3,000.00	(1,500.00)	-	1,500.00
Professional Development & Education	310.00	1,200.00	(890.00)	-	310.00
Business Travel & Entertainment	1,150.00	2,300.00	(1,150.00)	38.00	1,112.00
Administrative Meetings / Employee Relations	250.00	500.00	(250.00)	180.00	70.00
Telephone	1,104.00	1,020.00	84.00	1,544.00	(440.00)
Telecommunications	5,309.00	9,100.00	(3,791.00)	4,128.00	1,181.00
Postage & Courier Services	-	-	-	19.00	(19.00)
Custodial Supplies & Materials	42,514.00	58,800.00	(16,286.00)	34,327.00	8,187.00
General Supplies & Materials	3,785.00	5,330.00	(1,545.00)	2,268.00	1,517.00
Maintenance Supplies & Materials	7,939.00	8,200.00	(261.00)	9,250.00	(1,311.00)
Office Supplies & Materials	450.00	900.00	(450.00)	415.00	35.00
District Vehicle Supplies & Materials	3,639.00	3,600.00	39.00	900.00	2,739.00
District Vehicle Fuel	16,023.00	21,600.00	(5,577.00)	18,175.00	(2,152.00)
Airfield Repair & Maintenance	122,582.00	135,545.00	(12,963.00)	134,275.00	(11,693.00)
Terminal Repair & Maintenance	127,199.00	128,100.00	(901.00)	176,723.00	(49,524.00)
Rental Space Repair & Maintenance	14,454.00	16,000.00	(1,546.00)	13,225.00	1,229.00
Landscape & Grounds Repair & Maintenance	33,600.00	32,700.00	900.00	14,436.00	19,164.00
Office Equipment Repair & Maintenance	-	-	-	100.00	(100.00)
General Repair & Maintenance	4,050.00	8,100.00	(4,050.00)	6,728.00	(2,678.00)
District Vehicle Repair & Maintenance	20,104.00	20,925.00	(821.00)	17,155.00	2,949.00
Other / Contract Services	78,357.00	77,200.00	1,157.00	80,924.00	(2,567.00)
<b>Total Maintenance &amp; Custodial Services:</b>	<b>1,548,568.00</b>	<b>1,599,469.00</b>	<b>(50,901.00)</b>	<b>1,640,131.00</b>	<b>(91,563.00)</b>



**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA AMENDED OPERATING BUDGET**  
**FISCAL YEAR 2021**  
 FEBRUARY 17, 2021

**Amended Operating Plan -- Income Statement -- Fiscal Year 2021**  
**For the Twelve Periods Ending 06/30/2021**

Date 20210210	FY 2021 FULL YEAR REVISED BUDGET	FY 2021 FULL YEAR BUDGET	INC/(DEC) FOR FY 2021	FY 2020 FULL YEAR FORECAST	INC/(DEC) FOR FY 2021
<b>Airport Operations</b>					
Salaries & Wages	232,092.00	223,111.00	8,981.00	284,509.00	(52,417.00)
Salary & Wage Reimbursement - AIP & Billing	-	-	-	-	-
Overtime (OT) Pay	-	-	-	217.00	(217.00)
Employer SSI	14,404.00	13,848.00	556.00	16,806.00	(2,402.00)
Employer MC	3,386.00	3,252.00	134.00	3,939.00	(553.00)
Workers' Compensation Insurance	25,478.00	24,492.00	986.00	32,305.00	(6,827.00)
ADP Processing	1,101.00	1,080.00	21.00	1,349.00	(248.00)
CalPERS Retirement	22,324.00	20,172.00	2,152.00	22,113.00	211.00
CalPERS UAL	20,691.00	32,352.00	(11,661.00)	19,788.00	903.00
CalPERS Health Insurance	39,354.00	46,866.00	(7,512.00)	42,124.00	(2,770.00)
Flexible Spending Account (FSA)	3,500.00	3,600.00	(100.00)	4,852.00	(1,352.00)
Dental Insurance	6,417.00	6,600.00	(183.00)	6,233.00	184.00
Vision Insurance	385.00	396.00	(11.00)	506.00	(121.00)
Life Insurance	280.00	288.00	(8.00)	310.00	(30.00)
Retiree Health Insurance	-	-	-	-	-
GASB 45-75 / OPEB Expense	-	-	-	-	-
GASB 68 / Deferred Expense	-	-	-	-	-
Personnel Recruitment & Pre-Employment Expense	-	-	-	-	-
Dues & Subscriptions	7,925.00	7,300.00	625.00	4,898.00	3,027.00
Seminars & Conferences	299.00	650.00	(351.00)	1,440.00	(1,141.00)
Professional Development & Education	-	-	-	633.00	(633.00)
Business Travel & Entertainment	244.00	900.00	(656.00)	3,072.00	(2,828.00)
Public Notices	-	-	-	-	-
Administrative Meetings / Employee Relations	300.00	600.00	(300.00)	253.32	46.68
Telephone	880.00	860.00	20.00	1,393.00	(513.00)
Telecommunications	2,288.00	2,400.00	(112.00)	2,236.00	52.00
Postage & Courier Services	131.00	240.00	(109.00)	1.00	130.00
General Supplies & Materials	1,182.00	1,800.00	(618.00)	1,872.00	(690.00)
Office Supplies & Materials	3,990.00	4,400.00	(410.00)	2,924.00	1,066.00
District Vehicle Supplies & Materials	350.00	700.00	(350.00)	1,100.00	(750.00)
District Vehicle Fuel	-	-	-	-	-
Office Equipment Repair & Maintenance	57.00	-	57.00	326.00	(269.00)
General Repairs & Maintenance	11,383.00	14,600.00	(3,217.00)	7,127.00	4,256.00
District Vehicle Repair & Maintenance	360.00	720.00	(360.00)	-	360.00
Other / Contract Services	2,954.00	4,800.00	(1,846.00)	3,359.00	(405.00)
Architect & Engineer	-	-	-	-	-
Computer / LAN & IT	68,636.00	72,800.00	(4,164.00)	85,484.00	(16,848.00)
Environmental	8,987.00	10,150.00	(1,163.00)	11,503.00	(2,516.00)
<b>Total Airport Operations:</b>	<b>479,378.00</b>	<b>498,977.00</b>	<b>(19,599.00)</b>	<b>562,672.32</b>	<b>(83,294.32)</b>

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA AMENDED OPERATING BUDGET**  
**FISCAL YEAR 2021**  
 FEBRUARY 17, 2021

**Amended Operating Plan -- Income Statement -- Fiscal Year 2021**  
**For the Twelve Periods Ending 06/30/2021**

Date 20210210	FY 2021 FULL YEAR REVISED BUDGET	FY 2021 FULL YEAR BUDGET	INC/(DEC) FOR FY 2021	FY 2020 FULL YEAR FORECAST	INC/(DEC) FOR FY 2021
<b>Police Department</b>					
Salaries & Wages	-	-	-	-	-
Salary Wage Reimbursement - AIP & Billing	(116,800.00)	(116,800.00)	-	(117,440.00)	640.00
Overtime (OT) Pay	-	-	-	-	-
Holiday Pay	-	-	-	-	-
Training Pay	-	-	-	-	-
Uniform Allowance	-	-	-	-	-
Employer SSI	-	-	-	-	-
Employer MC	-	-	-	-	-
Workers' Compensation Insurance	-	-	-	-	-
ADP Processing	-	-	-	-	-
CalPERS Retirement	-	-	-	-	-
CalPERS UAL	158,438.00	163,896.00	(5,458.00)	136,748.00	21,690.00
CalPERS Health Insurance	-	-	-	-	-
Flexible Spending Account (FSA)	-	-	-	-	-
Dental Insurance	-	-	-	-	-
Vision Insurance	-	-	-	-	-
Life Insurance	-	-	-	-	-
Retiree Health Insurance	37,140.00	37,140.00	-	35,865.00	1,275.00
GASB 45-75 / OPEB Expense	-	-	-	-	-
GASB 68 / Deferred Expense	-	-	-	-	-
Personnel Recruitment & Pre-Employment Expense	-	-	-	-	-
Dues & Subscriptions	-	-	-	-	-
Seminars & Conferences	-	-	-	-	-
Professional Development & Education	-	-	-	-	-
Business Travel & Entertainment	-	-	-	-	-
Administrative Meetings / Employee Relations	-	-	-	-	-
Telephone	2,394.00	3,500.00	(1,106.00)	2,506.00	(112.00)
Telecommunications	20,228.00	23,400.00	(3,172.00)	21,684.00	(1,456.00)
Postage & Courier Services	-	-	-	-	-
General Supplies & Materials	-	-	-	-	-
Office Supplies & Materials	-	-	-	-	-
District Vehicle Supplies & Materials	-	-	-	-	-
District Vehicle Fuel	-	-	-	-	-
Office Equipment Repair & Maintenance	-	-	-	-	-
General Repairs & Maintenance	-	-	-	-	-
District Vehicle Repair & Maintenance	-	-	-	-	-
Police Services	1,012,176.00	1,013,684.00	(1,508.00)	1,129,694.00	(117,518.00)
District Legal Counsel	-	-	-	-	-
Other Legal Services	-	-	-	-	-
Computer / LAN & IT	2,499.00	2,400.00	99.00	800.00	1,699.00
<b>Total Police Department:</b>	<b>1,116,075.00</b>	<b>1,127,220.00</b>	<b>(11,145.00)</b>	<b>1,209,857.00</b>	<b>(93,782.00)</b>

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA AMENDED OPERATING BUDGET**  
**FISCAL YEAR 2021**  
 FEBRUARY 17, 2021

**Amended Operating Plan -- Income Statement -- Fiscal Year 2021**  
**For the Twelve Periods Ending 06/30/2021**

Date 20210210	FY 2021 FULL YEAR REVISED BUDGET	FY 2021 FULL YEAR BUDGET	INC/(DEC) FOR FY 2021	FY 2020 FULL YEAR FORECAST	INC/(DEC) FOR FY 2021
<b>ARFF / Fire Services</b>					
CalPERS UAL	385,596.00	398,868.00	(13,272.00)	385,107.00	489.00
Retiree Health Insurance	10,116.00	10,116.00	-	9,900.00	216.00
GASB 45-75 / OPEB Expense	-	-	-	-	-
GASB 68 / Deferred Expense	-	-	-	-	-
Telephone	1,938.00	1,995.00	(57.00)	1,449.00	489.00
Telecommunications	-	-	-	-	-
District Vehicle Supplies & Materials	-	-	-	-	-
District Vehicle Fuel	-	-	-	-	-
Office Equipment Repair & Maintenance	-	-	-	915.00	(915.00)
General Repairs & Maintenance	3,540.00	7,080.00	(3,540.00)	3,500.00	40.00
District Vehicle Repair & Maintenance	65,519.00	50,000.00	15,519.00	26,914.00	38,605.00
Fire Services	1,503,324.00	1,503,324.00	-	1,612,557.00	(109,233.00)
Other / Contract Services	-	-	-	-	-
Utilities - Electricity	2,056.00	-	2,056.00	1,363.00	693.00
Utilities - Natural Gas	2,313.00	-	2,313.00	2,546.00	(233.00)
Utilities - Water	7,155.00	-	7,155.00	2,155.00	5,000.00
<b>Total ARFF / Fire Services:</b>	<b>1,981,557.00</b>	<b>1,971,383.00</b>	<b>10,174.00</b>	<b>2,046,406.00</b>	<b>(64,849.00)</b>
<b>Board of Directors</b>					
Board Member Compensation	26,400.00	26,400.00	-	22,275.00	4,125.00
Employer SSI	1,644.00	1,644.00	-	1,381.05	262.95
Employer MC	384.00	384.00	-	323.09	60.91
Workers' Compensation Insurance	108.00	108.00	-	106.65	1.35
ADP Processing	1,800.00	1,800.00	-	1,170.60	629.40
Dues & Subscriptions	1,709.54	1,200.00	509.54	1,437.50	272.04
Seminars & Conferences	3,000.00	8,900.00	(5,900.00)	7,528.51	(4,528.51)
Other Meetings / Workshops	3,958.08	6,000.00	(2,041.92)	25,168.49	(21,210.41)
Business Travel & Entertainment	3,600.00	7,200.00	(3,600.00)	8,418.85	(4,818.85)
Board Member Election	100,632.50	105,000.00	(4,367.50)	-	100,632.50
Postage & Courier Services	1,258.00	900.00	358.00	887.00	371.00
Office Supplies & Materials	290.00	500.00	(210.00)	314.44	(24.44)
Other / Contract Services	390.00	780.00	(390.00)	195.00	195.00
District Legal Counsel	99,171.00	99,000.00	171.00	92,225.88	6,945.12
Other Professional Services	185.00	-	185.00	813.97	(628.97)
<b>Total Board of Directors:</b>	<b>244,530.12</b>	<b>259,816.00</b>	<b>(15,285.88)</b>	<b>162,246.03</b>	<b>82,284.09</b>

**MONTEREY PENINSULA AIRPORT DISTRICT, COUNTY OF MONTEREY, STATE OF CALIFORNIA AMENDED OPERATING BUDGET**  
**FISCAL YEAR 2021**  
 FEBRUARY 17, 2021

**Amended Operating Plan -- Income Statement -- Fiscal Year 2021**  
**For the Twelve Periods Ending 06/30/2021**

Date 20210210	FY 2021 FULL YEAR REVISED BUDGET	FY 2021 FULL YEAR BUDGET	INC/(DEC) FOR FY 2021	FY 2020 FULL YEAR FORECAST	INC/(DEC) FOR FY 2021
<b>Office Rental Space</b>					
Telephone	2,444.22	3,000.00	(555.78)	3,822.00	(1,377.78)
Umbrella Liability Insurance Expense	-	4,000.00	(4,000.00)	2,155.44	(2,155.44)
Miscellaneous Expense	-	-	-	-	-
Rental Space Repair & Maintenance	31,546.83	63,500.00	(31,953.17)	12,321.73	19,225.10
General Repair & Maintenance	541.22	-	541.22	-	541.22
Other / Contract Services	27,921.25	36,120.00	(8,198.75)	34,564.53	(6,643.28)
Outside Services	-	-	-	4,411.97	(4,411.97)
Utilities - Electricity	46,166.40	44,400.00	1,766.40	37,410.82	8,755.58
Utilities - Natural Gas	10,092.12	12,000.00	(1,907.88)	11,767.62	(1,675.50)
Utilities - Water	16,232.48	15,300.00	932.48	10,340.56	5,891.92
Utilities - Sewage / Waste Water	5,056.09	4,950.00	106.09	5,346.19	(290.10)
Utilities - Solid Waste Disposal	4,252.92	4,500.00	(247.08)	3,313.22	939.70
Property Tax & Assessments	-	77,000.00	(77,000.00)	67,725.82	(67,725.82)
<b>Total Office Rental Space:</b>	<b>144,253.53</b>	<b>264,770.00</b>	<b>(120,516.47)</b>	<b>193,179.90</b>	<b>(48,926.37)</b>
<b>Total Operating Expenses:</b>	<b>8,162,632.65</b>	<b>8,093,223.00</b>	<b>69,409.65</b>	<b>8,452,481.25</b>	<b>(289,848.60)</b>
<b>Net Income From Operations:</b>	<b>(2,171,314.06)</b>	<b>(2,756,846.17)</b>	<b>585,532.10</b>	<b>96,642.36</b>	<b>(2,267,201.12)</b>
<b>Other Income and Expense</b>					
Grants - FAA	10,333,792.00	16,920,745.75	(6,586,953.75)	9,957,771.00	376,021.00
Grant-CARESACT	3,778,650.37	4,103,417.21	(324,766.83)	1,307,926.46	2,470,723.91
Passenger Facility Charges FY 18 10.02	74,572.47	74,572.47	-	795,504.93	(720,932.46)
Passenger Facility Charges - Int Income	12,500.00	12,500.00	-	20,693.89	(8,193.89)
PFC - Unrealized Gain/Loss on Investments	-	-	-	9,582.98	(9,582.98)
Interest Income - Banks	1,800.00	1,800.00	-	2,272.43	(472.43)
Interest Income - L.A.I.F.	24,000.00	24,000.00	-	52,613.62	(28,613.62)
Interest Income - Notes Receivable	-	-	-	-	-
Interest Income - MPAD Investments	40,800.00	40,800.00	-	38,027.37	2,772.63
MPAD - Unrealized Gain/Loss on Investment	-	-	-	17,538.65	(17,538.65)
Grants - OTHER	-	-	-	-	-
Gain/Loss on Disposal of Fixed Assets	-	-	-	-	-
Interest Expense - 2012 MPAD POI FY 18 10.10	(28,072.00)	(28,072.00)	-	(43,230.00)	15,158.00
Interest Expense - CEC Loan	(26,126.07)	(26,126.07)	-	(27,705.49)	1,579.42
Depreciation / Amortization Expen FY 18 10.11	(5,775,227.41)	(5,775,227.41)	-	(6,751,858.23)	976,630.81
<b>Total Other Income and Expense:</b>	<b>8,436,689.36</b>	<b>15,348,409.94</b>	<b>(6,911,720.58)</b>	<b>5,379,137.61</b>	<b>3,057,551.74</b>
<b>Net Income / (Loss) / Net Change in Position:</b>	<b>6,265,375.29</b>	<b>12,591,563.77</b>	<b>(6,326,188.48)</b>	<b>5,475,779.97</b>	<b>789,595.32</b>



# 2801 Monterey Salinas Highway Properties

General Information Update as of December 31, 2020

# 2801 Properties Acquired

**Acquisition Date: July 3, 2019**

**Acquisition Price and Funding Sources:**

Final Acquisition Price	<u>\$7,545,960</u>
Finding Source FAA Grant AIP0306015969	\$6,811,192
PFC 16-21-U-00-MRY	\$ 734,768

**Parcels Acquired**

- APN 013-222-001-000 (T)1                      2801 MSH Lot A
- APN 013-222-003-000 (T)2                      2801 MSH Lot C
- APN 013-222-006-000 (T)3                      2801 MSH Lot B
- APN 013-222-007-000 (T)3                      2801 MSH Lot D
- APN 013-222-008-000 (T)3                      2801 MSH Lot E/F Common Area

1. Lot A building/offices are occupied by 3 tenants and still generating revenues
2. Lot C building/offices are vacant, and building is being evaluated for rehab due to asbestos or demolition
3. Lots B,D and E/F are undeveloped or common area



# 2801 Lot A Tenants

## Fenton and Keller Attorneys at Law, Inc.

- Current lease terminates on September 30, 2022
- One five-year option to extend lease from October 1, 2022 to September 30, 2027

## Biegel Law Firm

- Current lease terminates on March 1, 2024

## Law Office of Eric Holk

- Current lease terminates on May 31, 2022
- One five-year option to extend lease from June 1, 2022 to May 31, 2027



# 2801 Revenues by Tenant

<b>Office Rental Income by Tenant</b>	<b>FY 2020</b>	<b>FYTD 2021</b>	<b>LTD 12-31-20</b>
Fenton & Keller	\$ 329,870	\$ 165,857	\$ 495,727
Biegel Law Firm	\$ 60,675	\$ 30,875	\$ 91,549
Eric Holk	\$ 39,630	\$ 22,442	\$ 62,072
<b>Total Office Rental Income</b>	<b>\$ 430,175</b>	<b>\$ 219,173</b>	<b>\$ 649,348</b>





# 2801 Revenues and Expenses

	FY 2020	FYTD 2021	LTD 12-31-20
<b>Office Rental Income Totals</b>	\$ 430,175	\$ 219,173	\$ 649,348
<b>Office Rental Expenses</b>			
Umbrella Liability Insurance Expense *	\$ 3,822	\$ -	\$ 3,822
Telephone	\$ 1,868	\$ 944	\$ 2,812
Repairs and Maintenance	\$ 8,649	\$ 15,588	\$ 24,237
Other / Contract Services	\$ 35,936	\$ 9,861	\$ 45,797
Utilities	\$ 75,475	\$ 41,225	\$ 116,700
Property Tax & Assessments**	\$ 67,726	\$ 347	\$ 68,073
<b>Total Office Rental Expenses</b>	\$ 193,476	\$ 67,966	\$ 261,442
<b>Rental Property Income Totals</b>	\$ 236,699	\$ 151,207	\$ 387,907
Income Margin	55.0%	69.0%	59.7%
* Consolidated into Master Policy@ 50%			
** Pending Possessory Tax Bills			

# 2801 Estimated Revenue Opportunity

<b>Rental Contract Term Remaining</b>	<b>Start Date</b>	<b>Term Date</b>	<b>Months</b>	<b>Future Revenues</b>
Fenton & Keller	10/1/2022	9/30/2027	81	2,479,370
Biegel Law Firm	7/1/2019	2/28/2024	38	195,835
Eric Holk	6/1/2022	5/31/2027	77	270,069
Total Remaining Revenue Opportunity				2,945,274



**AGENDA ITEM: H**  
**DATE:** February 17, 2021

**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 Tim Bergholz, Deputy Executive Director of Finance & Administration](#)

**FIRE.**

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

**OPERATIONS.**

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

**PLANNING AND DEVELOPMENT.**

[Planning & Development Report by Chris Morello, Deputy Director of Strategy and Development](#)

**POLICE.**

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

Tone	Date	Time	Airline	Flt #	A/D/G	Comments	City & State
N	01/18/21	9:00	-	-	G	Your free Wi-Fi internet is horrible. The connection drops every 2-3 minutes. Can't you do something about this, please? Pretty please? Many African countries have better Wi-Fi.	Seaside, CA
C	01/25/21	10:00	AA	5778	-	Please do PRE CHECK!!	-

**AGENDA ITEM: H**  
**DATE: February 17, 2021**

**TO:** Michael La Pier, Executive Director, Monterey Regional Airport  
**FROM:** Tim Bergholz, Deputy Executive Director Finance and Administration  
**SUBJECT:** Fiscal Year 2021 Financial Summary

**BACKGROUND.** December 2020 pre audit financial results are summarized in the following documents:

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

The COVID-19 health emergency that began to surge again in November did have an impact on aviation travel in December. December commercial airline enplanements decreased at 14.8% month over month, general aviation landings are about 74% of prior years landings and travel related concessions were lower but stable. Airport customers and tenants continue to adjust to new shelter in place orders and travel safety requirements under the pandemic and the industries COVID-19 safety policies and practices continue.

The Airport filed a \$409.1K Corona Virus Aid, Relief, and Economic Security (CARES) Act reimbursement request for December. The Airport practice is to only draw funds when cash outflows exceed cash inflows from operations, district capital improvements and debt services. As of December 30, total CARES Act reimbursement requests submitted are \$3.55M and the balance available is \$9.11M.

**SUMMARY.** December 2020 combined Airport operating revenues are \$517.6K which is \$66.6K (11.4%) lower than budget (\$584.1K). The December unfavorable revenue variance is attributed to changes projected in the June 2021 budget. By November 1, the Airport hoped Commercial Airline travel would have improved, and tenant abatements could be decreased or cancelled. In November, the Board of Directors extended the tenant abatements with some modifications until February 29, 2021. Fortunately, there is increasing stability in Commercial, General Aviation and Concession revenues. Most of the businesses operating in the Non-Aviation and Other Operating continue to operate with near normal revenues. The revenue variance came from the following:

OPERATING REVENUES							
December 2020 ACTUAL	December 2020 BUDGET	VARIANCE		FYTD 2021 ACTUAL	FYTD 2021 BUDGET	VARIANCE	
		\$	%			\$	%
\$ 517,567	\$ 584,125	\$ (66,558)	-11.4%	\$ 2,935,345	\$ 2,304,420	\$ 630,925	27.4%

Commercial Aviation (CA) fees in December are over budget (\$46.8K actual vs \$31.7K budget) by \$15.1K or 47.8%. Aircraft landing volumes (201) are over budget (159) by 42 landings. In

December, commercial airlines revenue generating enplanements decreased slightly from 7,160 in November to 6,102 passengers. In December American Airlines' Dallas flight simple load factor is 58.0% and United's Denver flight is 55.9%. In December, Operations reported no scheduled flight cancellations.

General Aviation (GA) operating revenues for December (\$107.7K) are \$2.3K or 2.2% higher than budget (\$106.9K). This favorable GA revenue variance resulted from higher GA Landing (\$10.1K) and Fuel Flowage (\$16.6K) fees that were slightly offset by lower FBO abated rents and hangar fees (\$24.3K).

In December, combined TCP permits, Taxi Permits/Trips, TNC Trips, Terminal Concessions, Rental Car and Parking Concessions (Concessions) revenues (\$55.8K) are \$29.9K or 115.7% higher than budget (\$25.9K). Beginning November 2020 Rental Car and Parking minimum annual guarantees were included in the budget (\$12.8K). Overall Concession revenues have been performing better than expected even with the 71.6% decrease in enplanements and deplanements. Rental car revenues are operating at about 56% of prior year levels. As previously mentioned, there are a significant number of local customers and car service centers utilizing the Airport's rental car concession services which helps maintain concession revenues.

December Non-Aviation Tenant revenues (\$174.6K) are lower than budget (\$180.0) by \$5.4K or 2.9%. Most of the variance came from Tarp's rent abatement (\$10.3K) that was partially extended to February 28, 2021. Tarp's abatement was partially offset by improved RV rents, MHSS fees and higher office rents (\$4.9K).

December Other Operating Revenues (\$98.1K) are higher than budget (\$87.6K) by \$10.6K or 12.1%. The favorable variance resulted from a higher Monterey County property tax allocation (\$3.9K) tenant utilities chargebacks (\$6.2K) and higher tenant parking passes and badges (\$0.7K) which were offset by other small variances (\$0.9K).

OPERATING EXPENSES							
December 2020 ACTUAL	December 2020 BUDGET	VARIANCE		FYTD 2021 ACTUAL	FYTD 2021 BUDGET	VARIANCE	
		\$	%			\$	%
\$ 595,495	\$ 650,895	\$ 55,400	-8.5%	\$ 4,009,770	\$ 4,248,310	\$ 238,540	-5.6%

December operating expenses (\$595.5K) are under budget (\$650.9K) by \$55.4K or 8.5%. The expense variance came from the following:

Salary & Wages and Employer Payroll Tax (Wages) Expenses (\$134.8K) for December are lower than budget (\$156.2K) \$21.4K or 13.7%. The lower Wages expense came from vacations taken by employees in December (\$8.0K), the vacant Operations Supervisor position (\$5.5K) and P&D request for capital labor reimbursements (\$7.8K)

Employer Benefit Expenses (\$112.3K) for December are lower than budget (\$118.6K) by \$6.4K

or 5.3%. The variance is the result of lower CalPERS retirement expenses (\$3.0K), savings from prepaying the FY 21 CALPERS UAL expense (\$2.7K) and other small differences.

Personnel Related Expenses (\$1.6K) for December are under budget (\$6.8K) by \$5.2K or 76.2%. The favorable variance comes from lower Dues and Subscriptions (\$1.0K) and lower Travel & Business Entertainment related expenses (\$6.1K) that was offset by small variances (\$0.9K).

Business Related Expenses (\$24.7K) for December are under budget (\$27.0K) \$2.3K or 8.6%. All of the favorable variance comes from lower Administrative Meetings / Employee Relations expenses.

Expendable/Consumable Supplies & Materials expenses (\$2.1K) for December are under budget (\$12.2K) by \$10.1K or 83.1%. This favorable expense variance resulted from lower expenses in all supplies categories.

Repair & Maintenance expenses (\$9.8K) for December are under budget (\$35.2K) by \$25.4K or 72.1%. This favorable expense variance resulted from lower Airfield Repair & Maintenance (\$12.7K), Terminal Space Repairs (\$0.3K), Rental Space Repairs and Maintenance (\$3.2K), Landscape & Grounds Repair & Maintenance (\$5.1K), General Repairs & Maintenance (\$1.0K), District Vehicle Repair & Maintenance (\$3.1K).

Outside Services expenses (\$220.7K) for December are lower than budget (\$224.9K) by \$4.2K or 1.8%. Most of the variance comes from luggage belt repairs that were delayed (\$3.5K).

Professional Service expenses (\$36.3K) for December are over budget (\$23.7K) by \$12.4K or 52.2%. The unfavorable variance comes from Audit Fees that were billed in December but budgeted in November (\$4.0K), higher Other Legal Fees from the CEQA Amendment lawsuit (\$16.2K) that are offset by lower Architect & Engineer expenses (\$1.0K), Computer / LAN & IT expenses (\$2.5K), Datawest Tech support fees(\$1.6K) and Human Resources contract expenses (\$2.5K).

Marketing related expenses (\$18.9K) for December are over budget (\$11.7K) by \$7.2K or 61.4%. Most of the variance resulted from higher Marketing Expenses (\$13.2K) for commercials and advertising that were offset by lower Public Relations (\$1.0K) and Air Service (\$5.0K).

Combined Utilities expenses for December (\$29.6K) are materially on budget (\$29.5K).

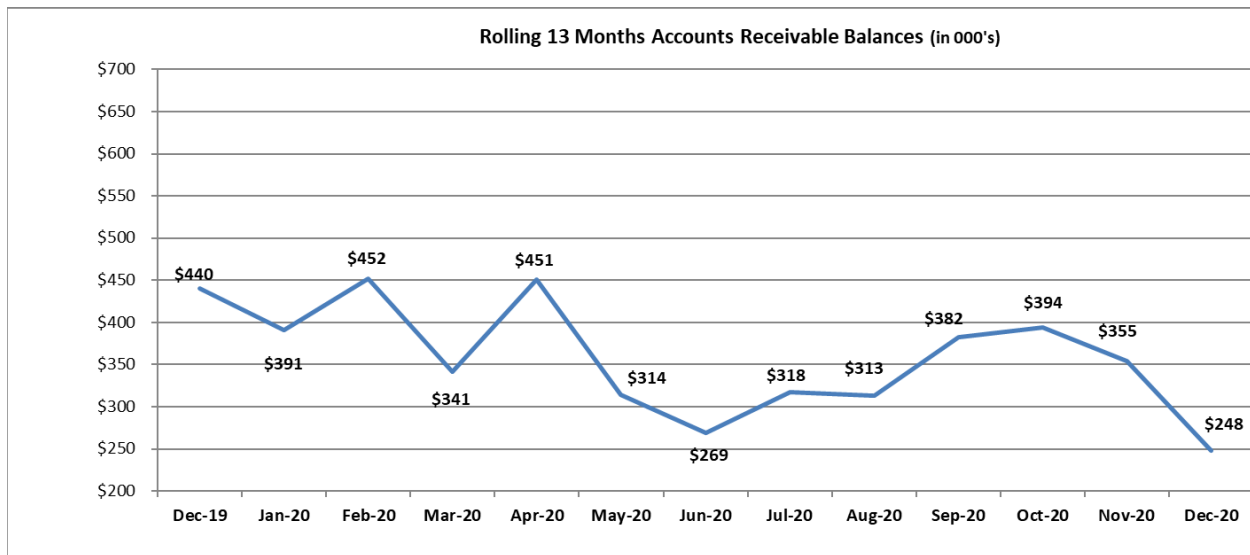
December proportionally lower revenues and operating expenses resulted in an operating loss of \$77.9K which is \$11.2K higher than the budgeted loss of \$66.8K. FYTD the operating loss is \$1.07M which is \$869.5K lower than budgeted loss of \$1.94M.

OPERATING INCOME / (LOSS)							
December 2020 ACTUAL	December 2020 BUDGET	VARIANCE		FYTD 2021 ACTUAL	FYTD 2021 BUDGET	VARIANCE	
		\$	%			\$	%
\$ (77,928)	\$ (66,770)	\$ (11,158)	16.7%	\$ (1,074,425)	\$ (1,943,890)	\$ 869,465	-44.7%

**ACCOUNTS RECEIVABLE.** The accounts receivable balance on December 31, 2020 is \$248K. This balance is 29.9% lower than November 30, 2020 balance of \$355K and 43.5% lower than the \$440K balance on December 31, 2019. The net accounts receivable balance over 60 days old on December 31, 2020 is \$8.4K. As of January 26, 2021, the over 60 days balance is a credit of \$32.1K and the accounts receivable balance is \$102.1K.

Chart 1 depicts the accounts receivable balances by month for the 13 months from November 2019 to November 2020.

**Chart 1**

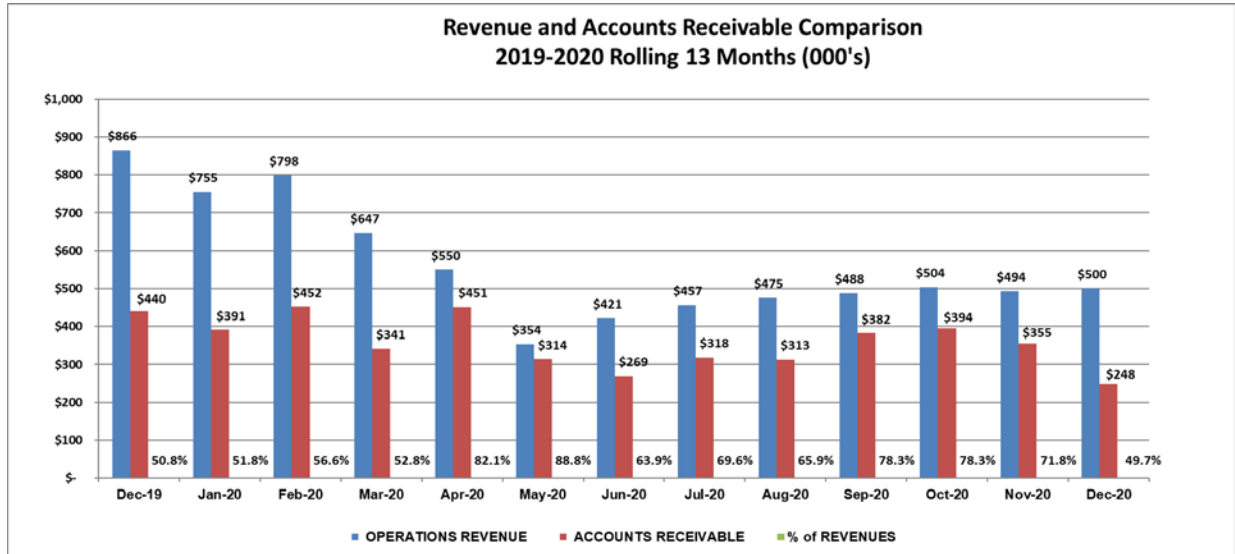


The balance of accounts receivable at month-end will align with operating revenues in that month. The month-end balance of accounts receivables historically was approximately 50% to 70% of revenues. For December 2020, accounts receivables are 49.7% of revenues and the thirteen-month average is 63.9%. Included in the December accounts receivables balance is a total bad debts reserve of \$32.0K. We continue to monitor customer's accounts for unusual activity and will make periodic calls to improve collections.

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



Chart 2



**UNRESTRICTED CASH AND INVESTMENTS.** The unrestricted cash and investments balance on December 31, 2020 is \$5.85M and the unrestricted cash and investments balance on November 30, 2020 was \$6.14M, a decrease of \$293.6K. The decrease in unrestricted cash and investments came from transfers out to fund payroll (\$50.00K), District prepaid CIP related expenses (\$280.3K) and debt service (\$89.4K) and general expense payments (\$94.6K) that were offset by the November CARES Act payment (\$209.9K) and interest income (\$10.8K).

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

Chart 3

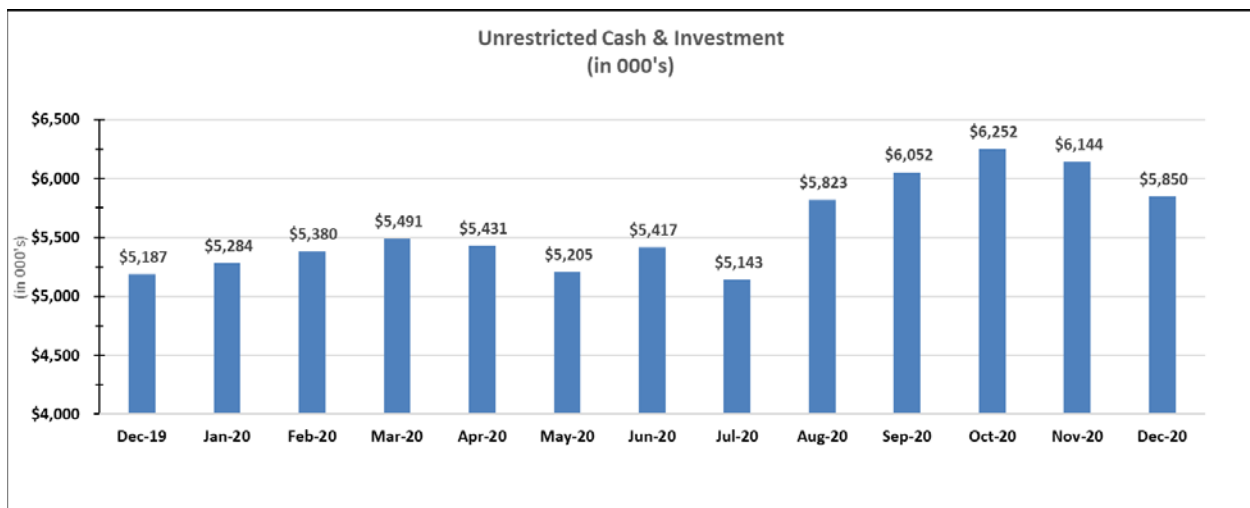


Table 1 presents simple load factors for fiscal years 2016 to 2021. Load factors indicate the customer utilization of available aircraft seating capacity which generally correlates to customer

use of TCP, Taxi and TNC services, parking, and other support services. 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 link to capacity and potential changes in enplanements. As the mix of aircraft and destinations change, the goal is to have load factors follow which indicates that customers are willing to use the services offered by the Airlines.

As previously mentioned, the national health emergency has significantly impacted all tenant operations at the Airport. Table 1 clearly shows the impact of the national health emergency on simple load factors.

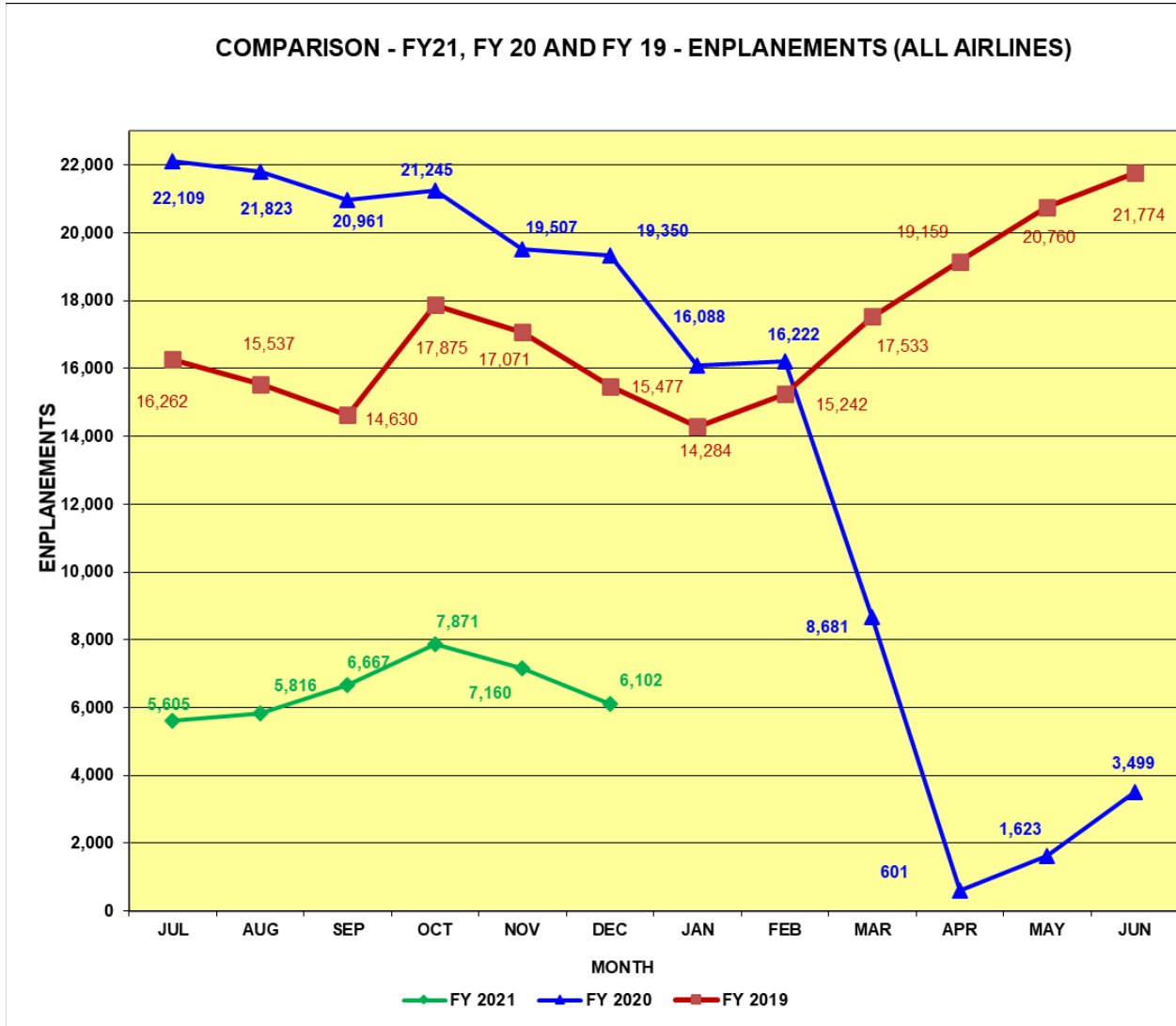
Airline specific simple load factors for December 2020 are Alaska SAN 22.7%, American DFW 58.0%, American PHX 44.6%, United DEN 55.9%, United SFO/LAX 22.1%, and Allegiant LAS 35.2%.

**Table 1**

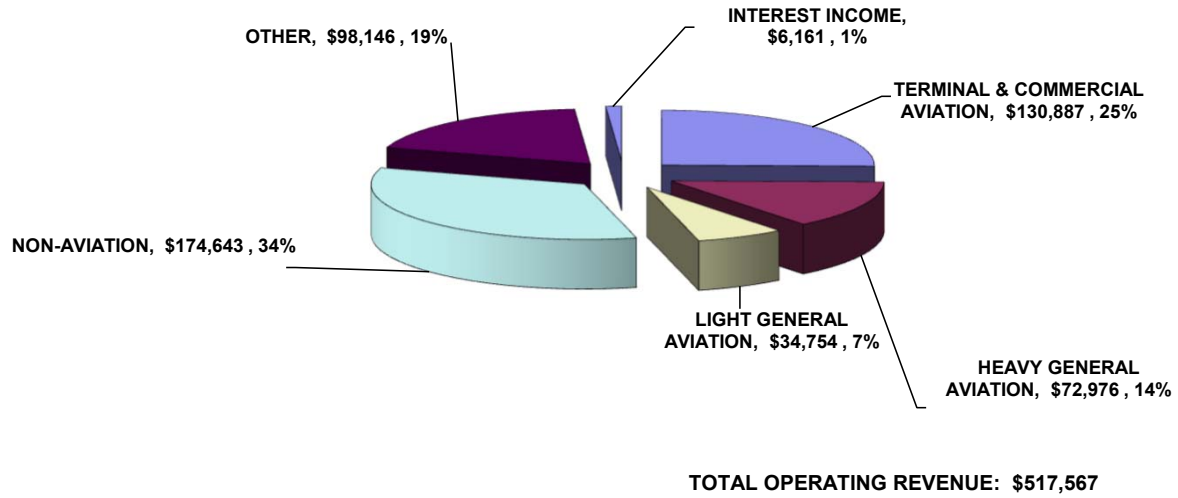
Fiscal Year	December 2020				FYTD			
	Load Factors	Enplanements	Available Seats	Flights	Load Factors	Enplanements	Available Seats	Flights
2021	40.8%	6,102	14,970	201	46.6%	39,222	84,128	1,157
2020	76.6%	19,350	25,276	384	76.8%	124,995	162,804	2,480
2019	63.4%	15,477	24,422	370	69.8%	96,852	138,853	2,094
2018	75.4%	15,740	20,880	313	78.4%	99,359	126,790	1,989
2017	73.3%	16,275	22,206	342	76.5%	103,147	134,860	2,082
2016	80.1%	15,347	19,160	313	80.0%	93,785	117,232	1,952

Chart 4 presents a comparison of monthly FY 2019, 2020 and 2021 enplanements, which represents the Airport's business cycle. When comparing December 2020 and November 2020, enplanements decreased 14.8% or 1,058 enplanements. When comparing December 2020 to December 2019, enplanements decreased 68.5% or 13,248 enplanements.

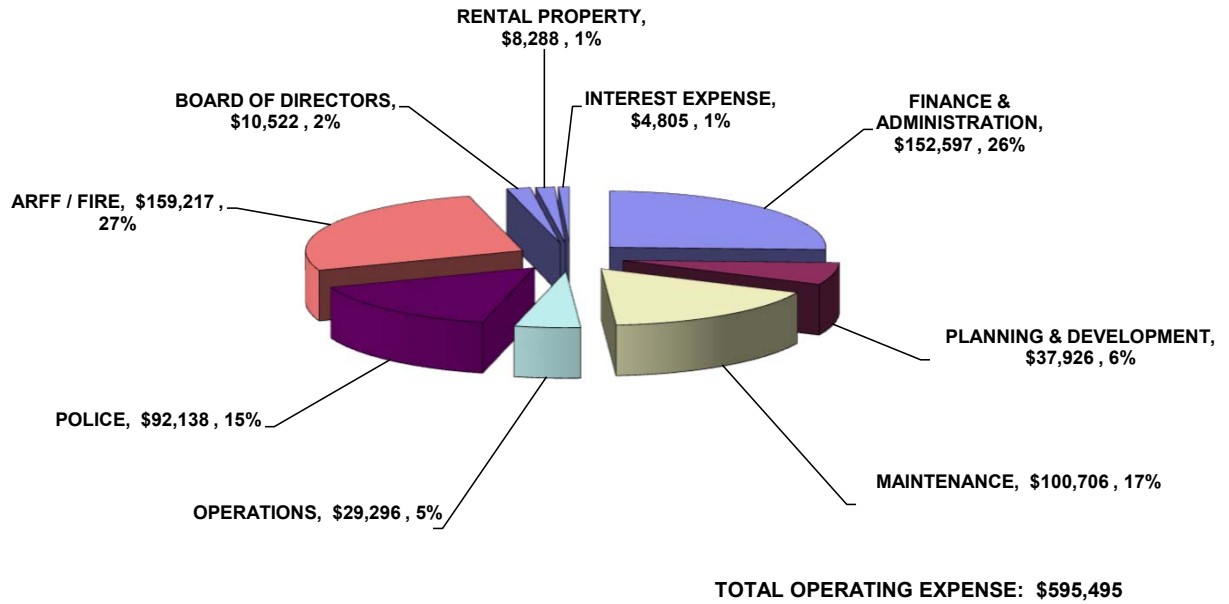
Chart 4



### December 2020 Operating Revenue

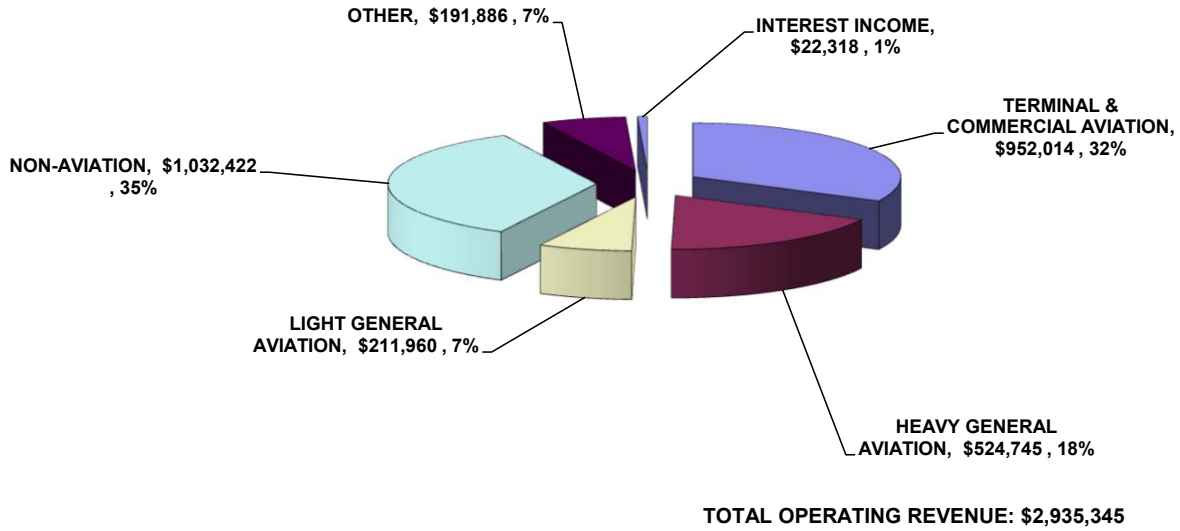


### December 2020 Operating Expense

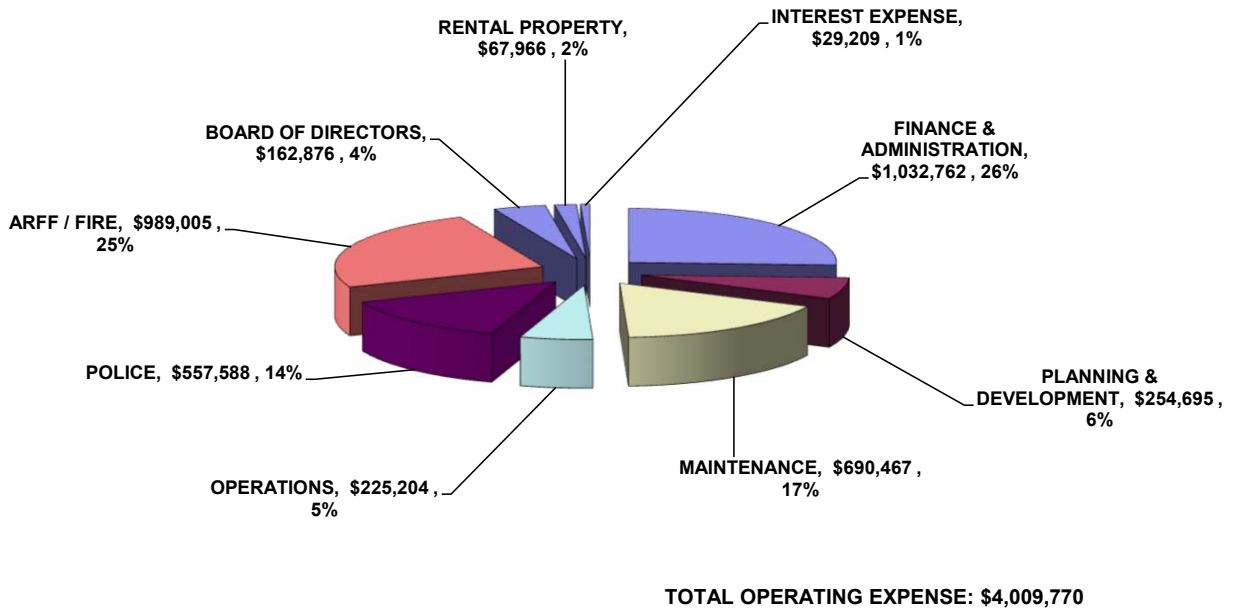


Monterey Peninsula Airport District

FY 2021 (July 20 - December 20) YTD Operating Revenue



FY 2021 (July 20 - December 20) YTD Operating Expense



# AIRPORT DISTRICT OPERATING AND FINANCIAL PERFORMANCE SUMMARY

## December 31, 2020

OPERATING STATISTICS	Dec-20	Budget		Dec-19	YTD FY 21	Budget		YTD FY 20
<b>AIRPORT ACTIVITY</b>								
Air Carrier Landings <sup>1</sup>	201	159	26.4%	384	1,157	938	23.3%	2,455
Passengers (emp/dep)	10,972			38,664	76,372			250,573
Total Cargo (in pounds)	50,815			79,573	274,126			417,165
Commercial	773			1,166	6,048			8,656
General Aviation	2,450			1,927	14,842			18,470
Military	96			77	482			797
<b>TOTAL AIRCRAFT OPERATIONS</b>	<b>3,319</b>			<b>3,170</b>	<b>21,372</b>			<b>27,923</b>
<b>VEHICLE EXIT COUNT</b>								
Long Term (1) Lot	503			1,835	3,868			11,864
Upper Short Term (2) Lot	532			1,869	3,659			11,902
Lower Short Term (3) Lot	2,387			6,774	15,743			40,299
<b>TOTAL VEHICLE EXIT COUNT</b>	<b>3,422</b>			<b>10,478</b>	<b>23,270</b>			<b>64,065</b>

1 Cancelled Flights: Current Month = 0 (0 - Alaska /0 - Allegiant /0- American /0- United) FYTD = 16 (0 - Alaska /1 - Allegiant /6- American /9 - United)

	Dec 20	Dec 20		Dec 19	YTD FY 21	BUDGET		YTD FY 20
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL	BUDGET	%	ACTUAL
<b>OPERATING REVENUE</b>								
<b>TERMINAL</b>								
CA Landing, Apron, RON and Fuel Flowage Fees	46,832	31,697	47.7%	76,744	264,566	191,605	38.1%	498,817
Rents	28,274	144,017	-80.4%	145,565	138,979	329,250	-57.8%	873,105
TCP Operator Permits	300	650	-53.8%	783	1,800	3,900	-53.8%	3,968
Taxi Operator Permits & Trip Fees	1,042	715	45.7%	4,903	8,103	5,050	60.5%	37,006
TNC Permits & Trip Fees	5,538	2,182	153.8%	18,660	30,510	13,787	121.3%	128,580
Concessions	2,175	9,565	-77.3%	15,085	43,346	19,130	126.6%	118,142
Rental Car	36,774	5,500	568.6%	84,355	387,659	11,000	3424.2%	727,814
Parking	9,953	7,250	37.3%	76,947	77,051	14,500	431.4%	522,398
<b>HEAVY GENERAL AVIATION</b>								
GA Landing Fees	16,913	6,861	146.5%	22,869	170,825	68,321	150.0%	227,738
FBO Rent	36,936	57,780	-36.1%	57,780	195,122	231,124	-15.6%	346,680
Fuel Fees	19,128	2,506	663.3%	25,046	158,798	22,389	609.3%	223,854
<b>LIGHT GENERAL AVIATION</b>								
NON AVIATION	34,754	38,258	-9.2%	36,972	211,960	224,356	-5.5%	225,538
OTHER OPERATING REVENUE	174,643	180,019	-3.0%	185,759	1,032,422	983,735	4.9%	1,105,653
INTEREST INCOME	98,146	87,575	12.1%	95,918	191,886	152,974	25.4%	240,518
TOTAL OPERATING REVENUE	\$ 517,567	\$ 584,125	-11.4%	\$ 865,553	\$ 2,935,345	\$ 2,304,420	27.4%	\$ 5,330,464
<b>OPERATING EXPENSE</b>								
Finance & Administration	152,597	140,525	8.6%	169,605	1,032,762	947,044	9.1%	1,020,697
Planning & Development	37,926	43,834	-13.5%	48,154	254,695	279,469	-8.9%	255,353
Maintenance & Custodial Services	100,706	136,731	-26.3%	130,674	690,467	815,214	-15.3%	814,442
Airport Operations	29,296	39,590	-26.0%	54,902	225,204	257,185	-12.4%	286,751
Police Department	92,138	93,281	-1.2%	100,171	557,588	565,326	-1.4%	603,308
ARFF /Fire Services	159,217	164,485	-3.2%	168,451	989,005	984,895	0.4%	1,018,986
Board of Directors	10,522	15,208	-30.8%	12,786	162,876	181,758	-10.4%	76,482
Office Rentals	8,288	12,360	-32.9%	9,196	67,966	188,135	-63.9%	130,661
Interest Expense	4,805	4,881	-1.6%	6,239	29,209	29,284	-0.3%	37,529
<b>TOTAL OPERATING EXPENSE</b>	\$ 595,495	\$ 650,895	-8.5%	\$ 700,178	\$ 4,009,770	\$ 4,248,310	-5.6%	\$ 4,244,210
<b>OPERATING INCOME / (LOSS)</b>								
	\$ (77,928)	\$ (66,770)	16.7%	\$ 165,375	\$ (1,074,425)	\$ (1,943,890)	-44.7%	\$ 1,086,254
<b>DISTRICT CAPITAL EXPENDITURES</b>								
	\$ (350,965)	\$ -	0.0%	\$ 11,991	\$ (271,567)	\$ 586,590	-146.3%	\$ 52,978
<b>DEBT SERVICE - PRINCIPAL ONLY</b>								
	\$ 45,942			\$ 41,133	\$ 275,649			\$ 246,799

**OPERATING EXPENSE OFF-SET BY FAA AIP GRANT / PFC DRAWDOWN**

	<b>Dec 2020</b>	<b>FYTD 2020</b>
<b>1. DEPARTMENT / ACCOUNT</b>		
Finance & Admin / Salary & Wage Reimbursement	\$ -	\$ -
P&D / Salary & Wage Reimbursement	7,796.71	19,568.36
Maintenance / Salary & Wage Reimbursement	-	-
Operations / Salary & Wage Reimbursement	-	-
	<u>\$ 7,796.71</u>	<u>\$ 19,568.36</u>

**2. OPERATING EXPENSE OFF-SET BY HOMELAND SECURITY / TSA LEO GRANT**

	<b>Dec 2020</b>	<b>FYTD 2020</b>
<b>DEPARTMENT / ACCOUNT</b>		
Police / Salary & Wage Reimbursement	\$ 9,920.00	\$ 58,880.00
	<u>\$ 9,920.00</u>	<u>\$ 58,880.00</u>

**3. OPERATING EXPENSE OFF-SET BY SDI/WORKERS' COMP INSURANCE REIMBURSEMENT**

	<b>Dec 2020</b>	<b>FYTD 2020</b>
<b>DEPARTMENT / ACCOUNT</b>		
Admin / Salary & Wage Reimbursement	\$ -	\$ -
P&D / Salary & Wage Reimbursement	-	-
Maintenance / Salary & Wage Reimbursement	-	-
Operations / Salary & Wage Reimbursement	-	-
	<u>\$ -</u>	<u>\$ -</u>

**4. OPERATING EXPENSE OFF-SET BY DIRECT BILLING - NON-STANDARD SERVICE(S)**

	<b>Dec 2020</b>	<b>FYTD 2020</b>
<b>DEPARTMENT / ACCOUNT</b>		
Admin / Salary & Wage Reimbursement	\$ -	\$ -
P & D / Salary & Wage Reimbursement	-	-
Maintenance / Salary & Wage Reimbursement	-	-
Operations / Salary & Wage Reimbursement	-	-
Police / Salary & Wage Reimbursement	-	-
	<u>\$ -</u>	<u>\$ -</u>

<b>TOTAL - PERIOD &amp; FYTD</b>	<u>\$ 17,716.71</u>	<u>\$ 78,448.36</u>
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**FISCAL YEAR 2021**  
**Airport Capital Improvements / Capital Expenditures**  
**FINANCIAL STATEMENTS UNAUDITED**  
**December 31, 2020**

<b><u>Airport Improvement Programs</u></b>	<b>Actual FY 2021</b>		<b>Prior Fiscal Year</b>		<b>Actual FY 2021</b>		<b>Prior Fiscal Year</b>	
	<b>Current Period</b>		<b>Current Period</b>		<b>Year-To-Date</b>		<b>Year-To-Date</b>	
District Expenditures	(350,965.26)	-89.9%	(119,085.83)	1.6%	(271,567.44)	-4.9%	(117,657.32)	1.6%
AIP -- FAA Funded Expenditures	649,089.66	166.2%	(6,804,055.00)	89.0%	5,151,155.02	93.5%	(6,366,759.65)	88.8%
AIP -- PFC Funded Expenditures	92,416.50	23.7%	(722,392.83)	9.5%	627,491.25	11.4%	(684,440.27)	9.6%
AIP -- CFC Funded Expenditures	-	0.0%	2,359.35	0.0%	3,200.00	0.1%	2,359.35	0.0%
<b>Total Capital Improvement Expenditures</b>	<b>390,540.90</b>	<b>100%</b>	<b>(7,643,174.31)</b>	<b>100%</b>	<b>5,510,278.83</b>	<b>100%</b>	<b>(7,166,497.89)</b>	<b>100%</b>

**District Capitalized Acquisitions / Expenditures By Department**

Finance & Administration	-		-		-		-	
Planning & Development	-		-		-		-	
Maintenance & Custodial Services	-		110,580.00		-		110,580.00	
Airport Operations	-		-		-		39,558.94	
Police	-		-		-		-	
ARFF / Fire	-		20,496.76		-		20,496.76	
<b>Total Capital Acquisition Expenditures</b>	<b>-</b>	<b>0%</b>	<b>131,076.76</b>		<b>0.00</b>	<b>0%</b>	<b>170,635.70</b>	<b>0%</b>

**Consolidated**

District Expenditures	(350,965.26)	-89.9%	11,990.93	-0.2%	(271,567.44)	-4.9%	52,978.38	-0.8%
AIP -- FAA Funded Expenditures	649,089.66	166.2%	(6,804,055.00)	90.6%	5,151,155.02	93.5%	(6,366,759.65)	91.0%
AIP -- PFC Funded Expenditures	92,416.50	23.7%	(722,392.83)	9.6%	627,491.25	11.4%	(684,440.27)	9.8%
AIP -- CFC Funded Expenditures	-	0.0%	2,359.35	0.0%	3,200.00	0.1%	2,359.35	0.0%
<b>Total Capital Expenditures</b>	<b>390,540.90</b>	<b>100%</b>	<b>(7,512,097.55)</b>	<b>100%</b>	<b>5,510,278.83</b>	<b>100%</b>	<b>(6,995,862.19)</b>	<b>100%</b>

**FY 2020/21 District Capital Expenses/Budget:**

	<b>Actual PTD</b>	<b>Budget PTD R2</b>	<b>Actual YTD</b>	<b>Budget YTD R2</b>
2016-01 NEPA & CEQA	-	-	50.03	-
2019-01 Infield Safety Area Rehab Phase 1	(316,949.83)	-	(38,263.62)	-
2019-03 Water Distribution System	-	-	-	-
2020-10 SWRCB Analysis	-	-	9,853.50	78,340.00
2020-11 PG&E Lighting Project	-	-	-	-
2020-12 Northside GA Apron Construction	(34,015.43)	-	(181,804.10)	180,000.00
2020-13 Northside VSR Improvement	-	-	(81,706.85)	-
2020-14 Demolish Building 505	-	-	-	250,000.00
2020-11 PG&E Lighting Project F&K	-	-	-	47,000.00
2021-03 Electric Vehicle DC Fast Chgr	-	-	20,303.60	31,250.00
	<u>(350,965.26) *</u>	<u>0.00</u>	<u>(271,567.44) *</u>	<u>586,590.00</u>



**FISCAL YEAR 2021**  
**Schedule Of Investments**  
**FINANCIAL STATEMENTS UNAUDITED**

	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Value At 12/31/20</u>	<u>Interest Rate</u>
<b>Money Market Account - MPAD</b>				
State of California - Local Agency Investment Fund	Various	Various	<u>\$2,626,885.66</u>	0.480%
<b>Money Market Account - MPAD</b>				
JP Morgan Chase - District Reserve - Money Market Account			<u>\$2,176,377.39</u>	0.01%
<b>Royal Alliance - Certificates of Deposits and Cash Equivalents - MPAD</b>				
Capital One Bk USA Natl Assn Glen Allen VA CTF DEP ACT/365	02/23/17	02/23/22	50,000.00	2.30%
Citizens St Bank Lacrosse Wisconsin CTF DEP ACT/365	05/18/16	05/18/21	125,000.00	1.40%
Comenity Capital Bank Salt Lake City Utah CTF DEP	10/21/16	10/29/21	100,000.00	1.75%
Discover Bk Greenwood DEL CTF ACT/365	03/01/17	03/01/22	25,000.00	2.30%
Discover Bk Greenwood DEL CTF DEP ACT/365	06/13/19	06/14/21	100,000.00	3.00%
Everrbank Jacksonville FLA CTF DEP ACT/365	07/28/16	07/28/21	120,000.00	1.45%
Goldman Sachs Bk USA New York CTF DEP ACT/365	05/31/17	05/16/22	145,000.00	1.80%
Sallie Mae BK Salt Lake City UT CTF DEP ACT/365	06/13/19	06/13/23	125,000.00	3.30%
State Bank India New York NY CTF DEP ACT/360	02/24/17	02/24/22	125,000.00	2.25%
Synchrony Bk Retail CTF DEP	06/29/16	06/29/21	120,000.00	1.55%
Cash And Cash Equivalents	Various	Various	11,788.21	Variable
			<u>\$1,046,788.21</u>	
			<u><b>\$5,850,051.26</b></u>	
<b>Sub-Total: MPAD INVESTMENTS:</b>			<u><b>\$5,850,051.26</b></u>	

**FISCAL YEAR 2021**  
Schedule Of Investments  
FINANCIAL STATEMENTS UNAUDITED

	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Value At 12/31/20</u>	<u>Interest Rate</u>
<b>Tenant's Security Deposits &amp; Certificates of Deposit - RESTRICTED</b>				
JP Morgan Chase - Money Market Account	Various	Various	\$448,140.11	0.01%
<b>Passenger Facility Charges (PFCs) - RESTRICTED</b>				
JP Morgan Chase - Passenger Facility Charges (PFCs)			524,201.84	0.01%
<b>Customer Facility Charges (CFCs) - RESTRICTED</b>				
JP Morgan Chase - Customer Facility Charges (CFCs)			756,986.84	0.01%
<b>Royal Alliance - Certificates of Deposits and Cash Equivalents:</b>				
Capital One Bk USA Natl Assn Glen Allen VA CTF DEP ACT/365	08/24/16	08/24/21	100,000.00	1.60%
Capital One Bk USA Natl Assn Glen Allen VA CTF DEP ACT/365	02/23/17	02/23/22	50,000.00	2.30%
CitiBank NATL ASSN SIOUX FALLS SB CTF DEP ACT /365	08/14/19	08/15/22	120,000.00	3.15%
Discover Bk Greenwood Del CTF DEP ACT/365	03/01/17	03/01/22	120,000.00	2.30%
Discover Bk Greenwood Del CTF DEP ACT/365	08/30/19	08/08/22	130,000.00	3.15%
Goldman Sachs BK USA NY CTF DEP ACT/365	01/02/20	01/03/22	50,000.00	3.15%
State BK India NY, NY CFT DEP ACT/360	02/24/17	02/24/22	30,000.00	2.25%
Wells Fargo NA Sioux Falls SD CTF DEP ACT 365	05/23/19	05/24/21	150,000.00	2.90%
Cash and Cash Equivalents	Various	Various	285,878.56	Various
			<u>\$1,035,878.56</u>	
<b>Sub-Total: MPAD Investments - RESTRICTED:</b>			<u><b>\$2,765,207.35</b></u>	
<b>Total MPAD Investment Portfolio:</b>			<u><u><b>\$8,615,258.61</b></u></u>	

**MONTEREY PENINSULA AIRPORT DISTRICT  
FINANCIAL STATEMENTS UNAUDITED**

	FY 2021 CURRENT-PERIOD ACTUAL	FY 2021 YEAR-TO-DATE ACTUAL	
<b>SOURCES AND USES OF CASH -- OPERATIONS</b>			
<b>SOURCES OF CASH</b>			
CASH RECEIVED - OPERATING REVENUE	\$ 511,406	\$ 2,913,027	
CASH RECEIVED - INTEREST INCOME	6,161	22,318	
CASH RECEIVED	<u>\$ 517,567</u>	<u>\$ 2,935,345</u>	
<b>USES OF CASH -- OPERATIONS</b>			
CASH DISBURSED - OPERATING EXPENSE <sup>1</sup>	\$ 590,690	\$ 3,980,562	
CASH DISBURSED - DEBT SERVICE (INTEREST EXPENSE) <sup>2&amp;3</sup>	4,805	29,209	
CASH DISBURSED - DEBT SERVICE (PRINCIPAL REDUCTION) <sup>2&amp;3</sup>	45,942	275,649	
CASH DISBURSED	<u>\$ 641,437</u>	<u>\$ 4,285,419</u>	
<b>CHANGE IN CASH POSITION FROM OPERATIONS &amp; DEBT SERVICE</b>	<u>\$ (123,870)</u>	<u>\$ (1,350,074)</u>	
<sup>1</sup> Net of non-cash operating expense (OPEB)			
<sup>2</sup> Moved to Restricted POB Account/Disbursement occurred in December 2020 & June 2021			
<sup>3</sup> Moved to Restricted CEC Account/Disbursement occurred in November 2020 & May 2021			
<b>USES OF CASH -- CAPITAL PROGRAM</b>			
CASH DISBURSED - DISTRICT CAPITAL PROJECTS <sup>4</sup>	\$ (350,965)	\$ (271,567)	
CASH DISBURSED	<u>\$ (350,965)</u>	<u>\$ (271,567)</u>	
<b>CHANGE IN CASH POSITION FROM CAPITAL PROGRAM</b>	<u>\$ 350,965</u>	<u>\$ 271,567</u>	
<sup>4</sup> District-funded capital plan for FY21			
<b>CHANGE IN CASH POSITION FROM OPERATIONS, CAPITAL &amp; DEBT SERVICE</b>	<u>\$ 227,095</u>	<u>\$ (1,078,507)</u>	
<b>PAID FROM 2021 OPERATING INC:</b>	<b>DATE PAID</b>	<b>PAID</b>	<b>UNAMORTIZED</b>
POB PAYMENTS 1 & 2	Semiannual Payment DEC & JUN	193,994.00	(193,994.00)
SOLAR ARRAY PAYMENTS	Semiannual Payment DEC & JUN	89,851.00	(89,851.00)
PREPAID INSURANCE	Amortized Monthly	186,695.93	(160,933.19)
PG&E PAYMENTS	Monthly Payments		(20,536.56)
WORKER'S COMP PREPAID	07/01/20	134,238.83	(67,119.42)
UAL PREPAID 07-01-2020	07/01/20	710,439.00	(355,219.50)
<b>TOTAL OUT FLOWS</b>		<b>1,315,218.76</b>	<u><b>\$ (2,237,728)</b></u>
<b>FAA CARES Act Grant billed</b>	<b>December 31, 2020</b>		<b>2,272,962</b>
<b>CASH CHANGE OVER/(UNDER) FROM CARES Act Grant</b>			<u><u><b>\$ 35,234</b></u></u>



# MONTEREY FIRE DEPARTMENT

## Report to Airport Board of Directors

January 2021

### 1. Incident Responses

Engine assigned to Fire Station 16 (Airport) responded to a total of 15 incidents during the month as follows:

- MPAD property – 1
- City of Monterey – 14
- Other Cities in Monterey Fire Jurisdiction – 0
- Auto / Mutual Aid – 0

### 2. Training

Personnel completed a total of 12.5 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): 81
- Operational (qualified to work at Airport, but live fire training not current): 31
- Technician (fully qualified to be the designated ARFF fire engineer): 14

### 3. Other

- I have been in coordination with Chris Morello on planning for vaccination clinics at the Airport. She and Whitney Robare have put together a great plan on how to do it in the admin area of the terminal. Hopefully we will get the clearance from the County to hold those soon.

### 4. Incident List – on Airport property incidents

Alarm Date / Time	Response Time	Location	Incident Type
1/12/2021 4:35 PM	0:01:02	200 Fred Kane DR	Aircraft standby

**TO:** Michael La Pier, Executive Director  
**FROM:** Operations Department  
**DATE:** February 4, 2021  
**SUBJ:** Operations Report

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The following is a summary of activity of general Airport Operations for January 2021 and planned airline activities for February 2021.

1. The following reports are attached:
  - January 2021 Noise Comment Report
  - Operating and Expense Reports for the Taxi (through January 2021) and TNC ground transportation systems (through December 2020)
  - Commercial Flight Cancellations & Delays Report for January 2021
  - Commercial Flight Schedule for February 2021
2. Below is the summary of scheduled airline activity for February 2021:

Alaska Air operated by SkyWest

- Seattle service commences on Feb. 11<sup>th</sup>.
- Continues to use the Embraer (EMB) 175 aircraft for both SAN & SEA markets.
- Scheduled to operate one daily flight to each market. Total of 92 flights (Arrivals and Departures)

Allegiant Air

- Continues to operate twice weekly to LAS using the Airbus 319/320 series
- Scheduled to operate a total of 16 flights (Arrivals and Departures)

United operated by SkyWest

- The SFO flight continues not to operate for the foreseeable future.
- The DEN flight will return with one daily flight on February 11<sup>th</sup> using the CRJ 200.
- LAX will continue to operate one daily flight using the CRJ 200
- Scheduled to operate a monthly total of 92 flights (Arrivals and Departures)

American Eagle operated by SkyWest / Mesa / Envoy

- PHX is scheduled two to three daily flights using the CRJ 900 aircraft.
- DFW is scheduled with one daily flight continuing to use the CRJ 900
- Scheduled to operate a monthly total of 200 flights (Arrivals and Departures)

Cumulatively speaking, the airlines have reduced 298 flights (400 vs 698) compared to January 2020, a decrease of 43%. The number of available seats has also decreased by approximately 37% (27,762 vs. 44,032).

# MRY AIRPORT NOISE COMMENT LOG

## JANUARY 2021

Monterey Peninsula Airport District

Name	Location (Address)	Incident Date	Incident Time	Aircraft ID	</> of Flight	Comments	By	Action Taken	Notes	
<b>AIR OPERATIONS CENTERED AT MONTEREY AIRPORT</b>										
1	Cheryl Parker	DRO	1/13/2021	1:29 AM	Helicopter	Dep	Aircraft took off and flew overhead. The noise was so loud it woke me up and my windows were rattling.	MC	Responded to advise the aircraft was the CalStar medical helicopter.	
2	Douglas Mackenzie	DRO	1/14/2021	8:34 AM	C172	Dep 10R	Flight school, out-of-tune, loud, aircraft flying low overhead. Please tell Director Cursio that I would like to talk to him about this matter.	MC	Explained aircraft took off 10R, turned north and passed reported location at 1100ft whilst climbing.	
3	Arian Rahbar	Seaside	1/20/2021	1:55 PM	General Observation	Various	We often get a lot of aircraft coming over this residential zone. I downloaded an app to track the real-time path of aircraft around us and noticed they mainly fly right over us most of the time. From your website I found this Noise Abatement Recommendations page that directs aircraft over the coast away from the residential zones, which most of the aircraft are not following. Can you please ask the pilots to follow the recommended paths to mitigate the noise?	KG	Explained the visual chart illustrates to pilot to avoid premature turns directly over neighborhoods directly to our north and to follow the SID and avoid straight out departures unless directed otherwise by ATCT. The arrows imply preferential direction of travel, not specifically meant as an exact road to follow.	Resident from the Seaside Highlands area.
4	Douglas Mackenzie	DRO	1/23/2021	9:45 AM & 9:54 AM	Unknown	Unknown	Small plane flying low overhead. Didn't check the time the first it flew over. Please call it off! And give Mr. Cursio my phone number so that he can call me.	MC	Responded by stating we have no legal authority to order planes out of the sky, and that his comments have been added to the log and will be reviewed by the board.	I was unable to identify any aircraft doing excessive pattern work at the times given
5	Unknown	Seaside	1/23/2021	12:38 PM	Unknown	Unknown	Aircraft flew over Seaside low and loud	MC	Complaint via noise abatement line - Unable to respond as no details left.	The only aircraft I could locate was a Bonanza that took off at 28L at 12:37 PM. It turned out over the bay and headed north
<b>AIR OPERATIONS ORIGINATING FROM ANOTHER AIRPORT</b>										
0	**NONE**									
<b>AIR OPERATIONS OF UNKNOWN ORIGIN</b>										
0	**NONE**									
<b>MONTHLY TOTALS and COMPARISONS</b>										

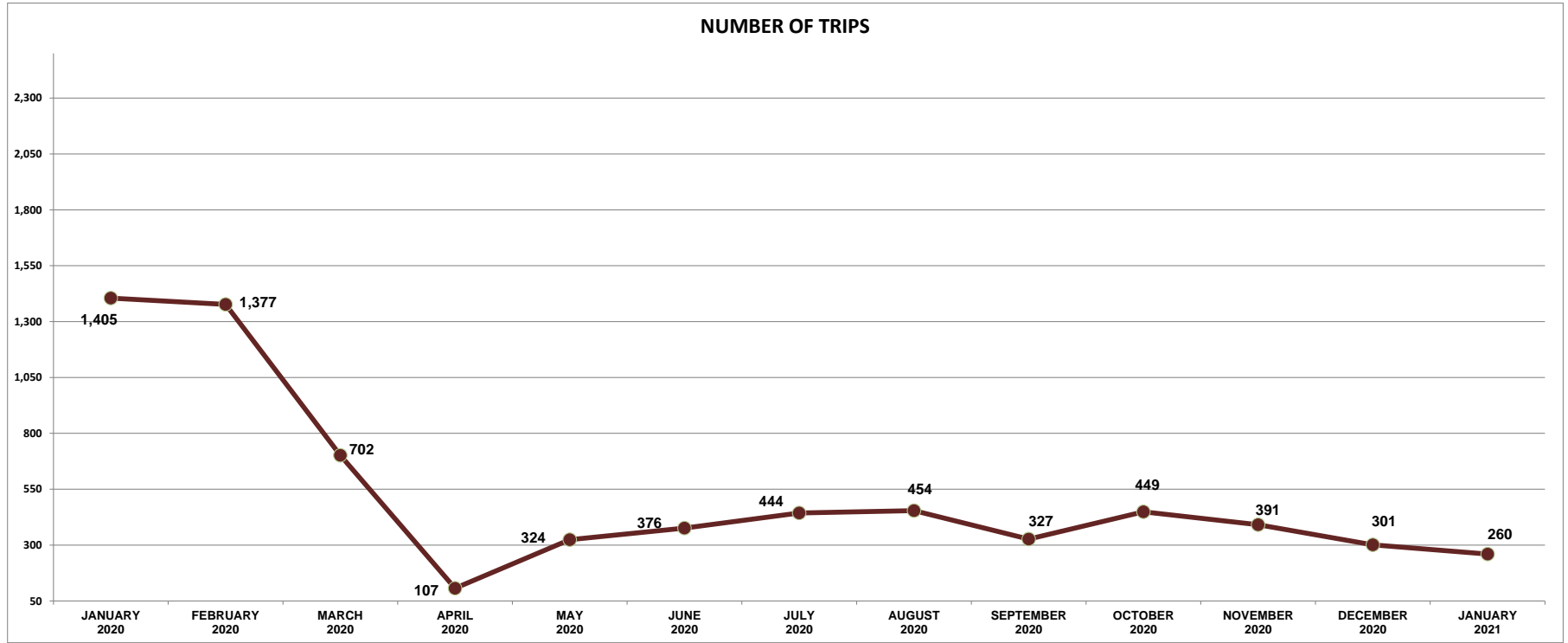
	<b>Jan-21</b>	<b>Jan-20</b>	% Change	<b>Other Airport</b>	<b>UNKNOWN ORIGINS</b>
Number of Complaints:	5	6	-17%	0	0
Number of Operations:	3,090	3,732	-17%		
			% Change		
Annual Total	5	6	-17%	0	0

02 Noise2021.xls

2/5/2021

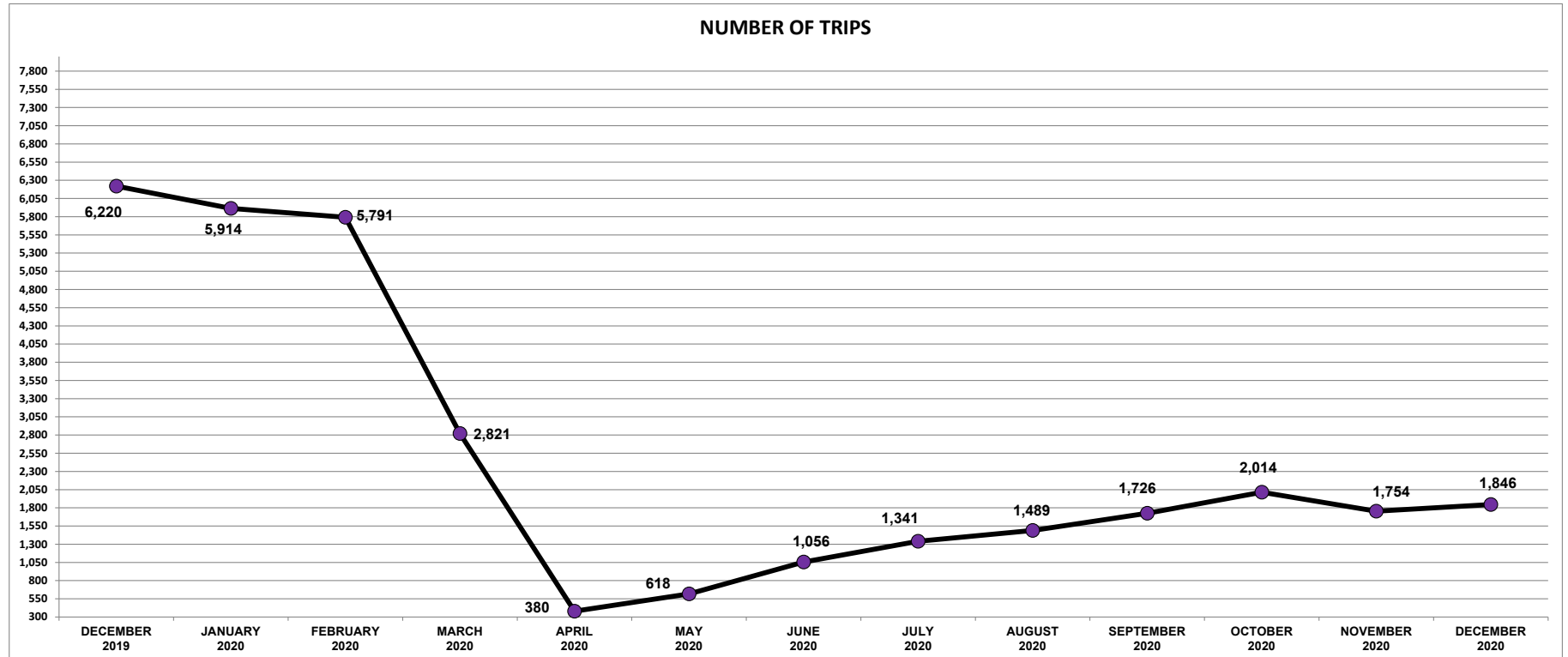
13-MONTH ROLLING COMPARISON

Taxis



	2020 JANUARY	2020 FEBRUARY	2020 MARCH	2020 APRIL	2020 MAY	2020 JUNE	2020 JULY	2020 AUGUST	2020 SEPTEMBER	2020 OCTOBER	2020 NOVEMBER	2020 DECEMBER	2021 JANUARY
NUMBER OF TRIPS	1,405	1,377	702	107	324	376	444	454	327	449	391	301	260
PERMITS SOLD	0	0	0	0	0	2	5	2	1	0	0	0	0
TAXI TRIP FEES	\$ 4,215	\$ 4,131	\$ 2,106	\$ 321	\$ 972	\$ 1,128	\$ 1,332	\$ 1,362	\$ 981	\$ 1,347	\$ 1,173	\$ 903	\$ 780
TAXI PERMIT FEES						\$ 200	\$ 1,000	\$ 200	\$ 100				
TAXI - TOTAL REVENUE	\$ 4,215	\$ 4,131	\$ 2,106	\$ 321	\$ 972	\$ 1,328	\$ 2,332	\$ 1,562	\$ 1,081	\$ 1,347	\$ 1,173	\$ 903	\$ 780
CURB MGMT CONTRACT													
SOFTWARE LICENSE/HOSTING	\$ 2,493	\$ 2,493	\$ 2,493	\$ 2,493	\$ 2,493	\$ 2,493	\$ 2,581	\$ 2,581	\$ 2,581	\$ 2,581	\$ 2,581	\$ 2,581	\$ 2,581
BEACON LICENSING	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
TAXI - TOTAL EXPENSE	\$ 3,493	\$ 3,493	\$ 3,493	\$ 3,493	\$ 3,493	\$ 3,493	\$ 3,581	\$ 3,581	\$ 3,581	\$ 3,581	\$ 3,581	\$ 3,581	\$ 3,581
OPERATING INCOME / (LOSS)	\$ 722	\$ 638	\$ (1,387)	\$ (3,172)	\$ (2,521)	\$ (2,165)	\$ (1,249)	\$ (2,019)	\$ (2,500)	\$ (2,234)	\$ (2,408)	\$ (2,678)	\$ (2,801)
FYTD 2021 (July 2020 - June 2021) OPERATING INCOME / (LOSS)													\$ (15,889)
CUMULATIVE (12-MONTH) OPERATING INCOME / (LOSS)													\$ (24,496)

Transportation Network Companies (TNCs)



	2019 DECEMBER	2020 JANUARY	2020 FEBRUARY	2020 MARCH	2020 APRIL	2020 MAY	2020 JUNE	2020 JULY	2020 AUGUST	2020 SEPTEMBER	2020 OCTOBER	2020 NOVEMBER	2020 DECEMBER
NUMBER OF TRIPS	6,220	5,914	5,791	2,821	380	618	1,056	1,341	1,489	1,726	2,014	1,754	1,846
NUMBER OF TNCs	2	2	2	2	2	2	2	2	2	2	2	2	2
TNC TRIP FEES	\$ 18,660	\$ 17,742	\$ 17,373	\$ 8,463	\$ 1,140	\$ 1,854	\$ 3,168	\$ 4,023	\$ 4,467	\$ 5,178	\$ 6,042	\$ 5,262	\$ 5,538
TNC PAYMENT PENALTIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TNC - TOTAL REVENUE	\$ 18,660	\$ 17,742	\$ 17,373	\$ 8,463	\$ 1,140	\$ 1,854	\$ 3,168	\$ 4,023	\$ 4,467	\$ 5,178	\$ 6,042	\$ 5,262	\$ 5,538

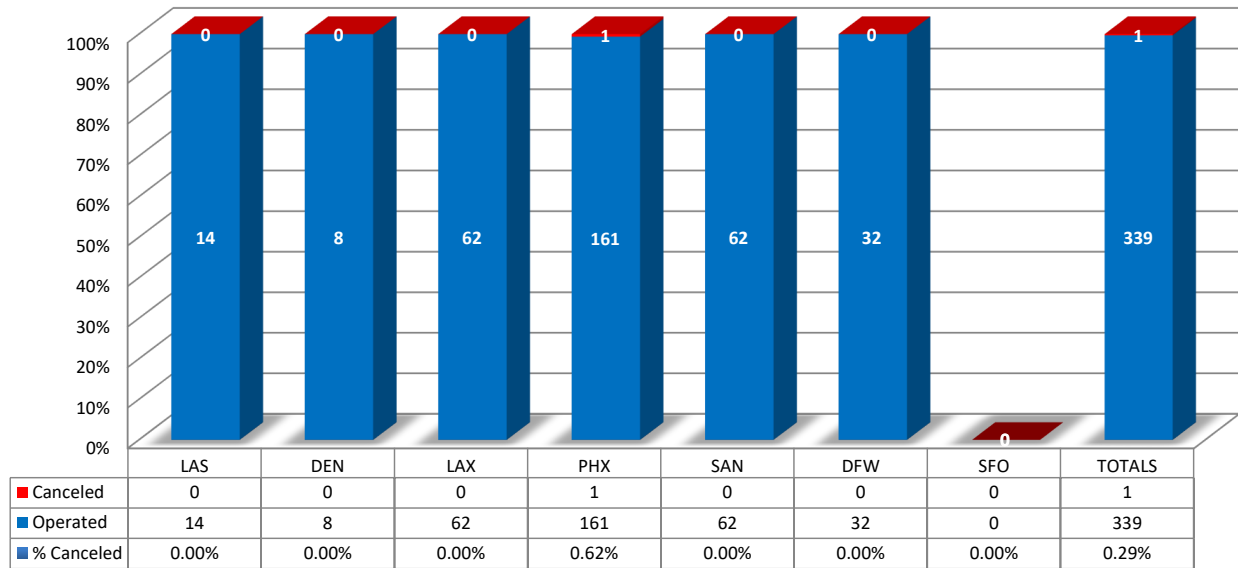
Cumulative 12-Month Operating Income: \$ 80,250

Fiscal Year To Date (July 2020 - June 2021) Operating Income: \$ 30,510



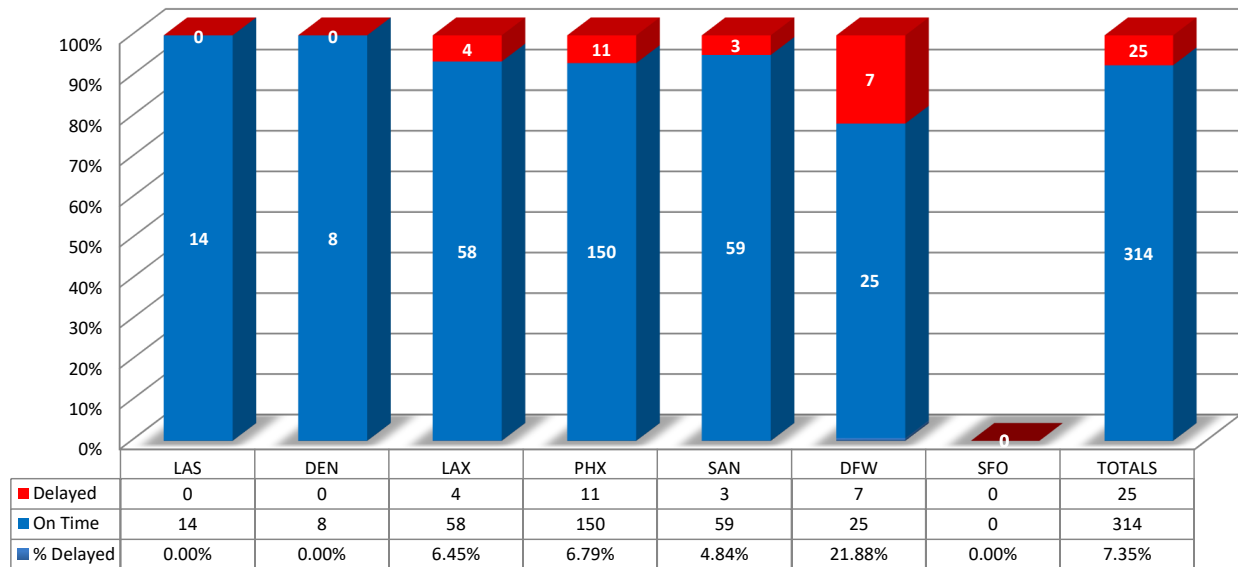
# January 2020

## January Commercial Flights Operated vs. Canceled



**TOTAL CANCELATIONS: 1**

## January Commercial Flights On Time vs. Delayed



**TOTAL DELAYS: 25**



# Monterey Regional Airport

## February 2021 Flight Schedule



		ARRIVALS					DEPARTURES						
Aircraft Type (Seats)	FROM	AIRLINE	FLIGHT	TIME	SCHD	TO	AIRLINE	FLIGHT	TIME	SCHD	Aircraft Type (Seats)		
CRJ900 (76)	PHX	American Airlines	5819	10:15 AM	DAILY	PHX	American Airlines	5791	6:55 AM	DAILY	CRJ900 (76)		
EMB175 (76)	SAN	Alaska	3417	10:40 AM	DAILY	PHX	American Airlines	5778	10:45 AM	DAILY EXC TUE, WED, SAT	CRJ900 (76)		
CRJ200 (50)	DEN	UNITED	5348	10:55 AM	FEB 11 - 28	SAN	Alaska	3359	11:20 AM	DAILY	EMB175 (76)		
EMB175 (76)	DFW	American Airlines	5853	11:00AM 1:00 PM	MO, TH, FR, SU TU, WE, SA	DFW	American Airlines	5853	11:30 AM 2:10 PM	1- 13, 15 - 28 14	CRJ900 (76)		
CRJ200 (50)	LAX	UNITED	5310	11:50 AM 10:55 AM	FEB 1 -10 FEB 11 - 28	DEN	UNITED	5410	11:30 AM	FEB 11 - 28	CRJ200 (50)		
EMB175 (76)	SEA	Alaska	3457	1:45 PM	FEB 11 - 28	SEA	Alaska	3376	2:30 PM	FEB 11 - 28	EMB175 (76)		
CRJ900 (76)	PHX	American Airlines	5846	3:50 PM	DAILY EXC TUE, WED, SAT	LAX	UNITED	5900	4:20 PM	DAILY	CRJ200 (50)		
CRJ900 (76)	PHX	American Airlines	5905	7:45 PM	DAILY	PHX	American Airlines	5846	4:30 PM	DAILY	CRJ900 (76)		
A319 (156)	LAS	allegiant	68 / 187	8:35 PM 2:20 PM 1:50 PM	1, 5, 8 12, 19, 22, 26 15	LAS	allegiant	69 / 188	9:25 PM 3:05 PM 2:35 PM	1, 5, 8 12, 19, 22, 26 15	A319 (156)		

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

**AGENDA ITEM:** H  
**DATE:** February 17, 2021

**TO:** Michael La Pier, Executive Director  
**FROM:** Chris Morello, Deputy Director for Strategy and Development  
**DATE:** February 1, 2021  
**SUBJ:** Planning, Environmental and Maintenance Monthly Project Report

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Attached is the current monthly Project Report for the Planning and Maintenance Departments with the following highlights for January 2021:

Electric Vehicle DCFC installation will began on January 11, 2021 and is anticipated to be completed by the end of February 2021.

Infield and Taxiway Improvements Project Final Engineers Report and Final AIP drawdown have been submitted to the FAA for project closeout.

FUNDING				EXPENDITURES					STATUS		
PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2021 Expenditures to Date	1/31/2021	% Physical Complete	Project Name	Current Status	4 Week Look Ahead	
<b>ACTIVE FEDERALLY-FUNDED PROJECTS:</b>											
1	2016-01	64	16-21-C-00-MRY	\$1,783,654	\$1,878,873	\$0	\$1,878,873	100%	NEPA/PROPOSED SAFETY ENHANCEMENT PROJECTS	Grant agreement from the FAA for NEPA review was executed on 9/21/16. NTP was issued. The public comment period was extended for an additional 24 days beyond the 30-day period and closed on May 1, 2020.	FAA approved the FONSI on June 8, 2020. The Notice of Availability was published on June 12, 2020. Project grant close out is in process.
1	2016-01	64	District Only at this time.	\$756,346	\$767,323	\$0	\$767,323	100%	CEQA PROPOSED MASTER PLAN AND SAFETY ENHANCEMENT PROJECTS	On November 26, 2018 the Final EIR was certified and the Master Plan Project was adopted. The Notice of Determination was posted with the Monterey County on November 26, 2018.	The EIR addendum certified at the August 12, 2020 Board meeting.
2	2019-01	70	18-22-C-00-MRY	\$4,944,345	\$1,445,373	\$7,115,086	\$8,560,459	100%	INFIELD SAFETY AREA RECONSTRUCTION PHASE 1	Construction began on May 3, 2020. Due to the reduced aviation activity, the construction hours are currently from 9:00 pm-5:30 am (5 days/week)	All final paperwork and project closeout has been submitted to the FAA for closeout.
3	2020-12	71	18-22-C-00-MRY	\$11,000,000	\$71,040	\$273,738	\$344,778	5%	NORTHSIDE GA APRON CONSTRUCTION	The Board approved a contract with Tartaglia Engineering on March 11, 2020.	Grant was executed on 12/18/2020. Construction contracted was award to Teichert at the 12/18/20 BOD meeting.
4	2020-13	72	18-22-C-00-MRY	\$1,946,065	\$27,073	\$113,711	\$140,784	5%	NORTHEAST VSR IMPROVEMENTS	The Board approved a contract with Tartaglia Engineering on March 11, 2020.	Grant was executed on 9//10/2020. Construction contracted was award to Teichert at the 12/18/20 BOD meeting.
<b>OUTSIDE FUNDED PROJECTS:</b>											
5	2019-03	N/A	N/A	\$2,128,058	\$25,408	\$4,600	\$30,008	5%	WATER DISTRIBUTION SYSTEM	A professional service contract with KHA was approved at the January 9, 2019 Board meeting to provide an analysis and cost estimate.	Staff and KHA continue to evaluate the feasibility of the distribution system.

FUNDING				EXPENDITURES				STATUS			
PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2021 Expenditures to Date	1/31/2021	% Physical Complete	Project Name	Current Status	4 Week Look Ahead	
6	2021-02	N/A	N/A	\$47,000	\$0	\$0	\$0	0%	PG&E ONBILL LIGHTING 2801 MONTEREY SALINAS HIGHWAY	On Bill loan documents have been processed. CA Energy Partners are awaiting the delivery of the product and then will schedule the installation.	Install was completed in December 2020. We are waiting on PG&E to provide the final onbill loan documents.
<b><u>PFC FUNDED PROJECTS</u></b>											
7	2021-01	NA	20-24-C-00-MRY	\$100,000	\$0	\$19,363	\$19,363	50%	RSA MITIGATION YEAR 6 & 7	As the USFW approved Biologist, a contract with SWCA was executed.	SWCA/ECI continue to conduct monthly maintenance activities.
8	2021-03	N/A	20-24-C-00-MRY	\$420,000	\$0	\$148,575	\$148,575	75%	FIDS,PA SYSTEM, ADA UPGRADES	The FIDS installation was completed in December 2020.	The PA System upgrade project installation began and a February completion date is anticipated.
9	2020-04	N/A	20-24-C-00-MRY	\$100,000	\$0	\$0	\$0	0%	CCTV TERMINAL AND PERIMETER SECURITY UPGRADES		No work has been completed on this project at this time.
<b><u>DISTRICT ONLY FUNDED PROJECTS</u></b>											
10	2020-10	N/A	N/A	\$185,000	\$123,773	\$9,854	\$133,627	100%	SWRCB ANALYSIS PROJECT	Boring for soil and water samples was completed in February and the report was provided to the CCRWQCB on April 22, 2020 and is under review.	The report was reviewed by the CCRWQCB and minor edits were completed. The required evaluation is complete.
11	2020-14	N/A	N/A	\$250,000	\$0	\$0	\$0	0%	DEMOLISH BUILDING 505		Staff are working to obtain project quotes.
12	2021-03	N/A	N/A	\$325,000	\$0	\$20,304	\$20,304	15%	ELECTRIC VEHICLE DC CHARGERS	PG&E and JM Electric are in the process of scheduling the work.	Project installation began on January 11, 2021 with an anticipated completion date at the end of February 2021.



# POLICE

## DEL REY OAKS

# MONTHLY POLICE ACTIVITY REPORT

January 2021

**TO:** Michael La Pier, Executive Director  
**FROM:** Sergeant Roger Guzman  
**DATE:** February 4, 2021  
**SUBJECT:** Police Activity Report for January 2021

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The following is a summary of significant activity in the Police Department in January, 2021:

### Highlights

Del Rey Oaks Police Officers responded to approx **9 door and gate alarms** in January.

### Training

Ofc. Moore provided updated training regarding MRY OPS. Acting Chief Bourquin and Ken Griggs meet weekly regarding MRY/DROPD operations.

### Calls for Service

1. 1/01/21 Fri 1430 Officer Anderson  
Airport Terminal: Gate V26  
Officer Anderson assisted with citzn attempting to gain entry through V26. Card checked and it was current.
2. 1/09/21 Saturday 2000 Officer Anderson  
MJC:  
Officer Anderson responded to 5150 subject who was escorted away from MJC.
3. 1/12/21 Tuesday 1645 Officer Dirkes  
Airport Terminal:  
Ofcr Dirkes responded to Alert 2 Coast Guard Airplane had landing gear problems. The landing gear responded and the airplane landed safely.
4. 1/26/20 Tuesday 1000 Officer Dirkes  
AIRPORT Terminal  
Employee issued strike due to not cooperating with TSA.

END OF REPORT.