

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

January 11, 2022 - 10:00 AM

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

Due to the expiration of certain directives contained in the Governor’s Declaration of Emergency for the State of California (Executive Order N-29-20), the Board of Directors of the Monterey Peninsula Airport District will return to hold meetings at the Airport Board Room, with in-person attendance. Public comments may be made either in person or via email. Members of the public may attend the Board Meeting in person and request to speak to the Board when the Chair calls for public comment. In the alternative, written comments can be emailed to info@montereyairport.com, and should include the following subject line: “Public Comment Item # (insert the agenda item number relevant to your comment).”

The Board meetings will continue to be broadcast via Zoom video conference, however, remote public comment via Zoom will not be accepted. To view the Board meeting via Zoom video conference, please visit www.zoom.us/join and enter the following Meeting ID: **815 0269 0869**. The password for this meeting is: **20220111**. 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.

A. CALL TO ORDER

The Finance Committee Meeting of the Board of Directors was called to order at 10:00 AM. Director Leffel and Director Sawhney, Executive Director La Pier, Deputy Director of Strategy and Development Morello and Deputy Executive Director of Finance and Administration Bergholz were present.

District Counsel Huber also joined the meeting at the request of the Finance Committee.

B. COMMUNICATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS

None

C. PUBLIC COMMENTS

None

D. REGULAR AGENDA – ACTION ITEMS

Review 1. Resolution No. 1812, A Resolution Authorizing and Approving the Service Agreement between the Monterey Peninsula Airport District and Granite Drilling Company, Inc.

Deputy Director of Strategy and Development Morello presented Resolution No. 1812 for the destruction and replacement of two non-potable water wells, located on the 2801 Monterey Salinas Highway and 2999 Monterey Salinas Highway -Tarpy’s properties, by Granite Drilling Company. Both Director Leffel and Sawhney asked questions about the costs, timing of the projects and impact on tenants. Morello provided project scope information, cost proposals and timing which is estimated to take about one week for each well. Granite Drilling Company’s cost proposal is \$380,500 for both wells.

Finance Committee Directors said they would recommend that the Board of Directors approve the Resolution No. 1812.

Review 2. Resolution No. 1813, A Resolution Authorizing and Approving the Service Agreement between the Monterey Peninsula Airport District and Bierman Hydrogeologic

Deputy Director of Strategy and Development Morello presented Resolution No. 1813 which requests approval to contract with Bierman Hydrogeological for the oversight services of the destruction and replacement of two non-potable water wells, located on the 2801 Monterey Salinas Highway and 2999 Monterey Salinas Highway -Tarpy's properties. Bierman will be responsible for preparing and submitting required permits and testing reports to Monterey County. Bierman proposal for oversight services is not to exceed \$60,000 for both wells.

Finance Committee Directors said they would recommend that the Board of Directors approve the Resolution No. 1813.

Review 3. Resolution No. 1814, A Resolution Amending Resolution No. 1803 and Approving the Amended Operating Budget of the Monterey Peninsula Airport District for Fiscal Year Ending 2022

Finance Committee members were presented Resolution No. 1814 recommending the amendment of the fiscal year 2021-2022 annual budget due to significant improvements or changes in operations. The amendment includes a \$1.65M increase in revenues, a \$99.2K increase in expenses which results in a \$1.55M increase in operating income. Various questions were asked about the recommended changes and the Finance Committee will share their opinions at the January 2022 Board of Directors meeting.

Review 4. Resolution No. 1815, A Resolution Amending Resolution No. 1804 and Approving the Amended Capital Improvement Program (CIP) Budget of The Monterey Peninsula Airport District for Fiscal Year Ending June 30, 2022

On December 15, 2021, Resolution No. 1810 was approved authorizing the Executive Director to execute a contract with William A. Thayer Construction for repairs to the decks on building A of the 2801 Monterey Salinas Highway properties. Director of Strategy and Development Morello presented Resolution No. 1815 recommending the amendment of the fiscal year 2021-2022 capital budget to include \$250K for the repairs contracted with William A. Thayer Construction.

Finance Committee Directors said they would recommend that the Board of Directors approve the Resolution No. 1815.

Discussion 5. Del Rey Oaks Police Department True-Up 2019 - 2020

The City of Del Rey Oaks (DRO) submitted the fiscal year 2019-2020 Police Services True-Up report for the Airport's review and comments. DRO's True-Up report includes several items that were considered inconsistent with the FY 2018-2019 True-Up report and agreed upon procedures. Restating the report to include agreed upon procedures it appears the DRO owes the Airport \$8.4K.

Review 6. FYTD 2022 Statements

The Finance Committee reviewed the November 30, 2021, financial statements. Since there was a detailed review of the proposed FY 2022 budget amendment (Resolution No. 1814) there were no additional questions or comments about the financial statements.

Review 7. Variance Analysis - MTD and YTD

The Finance Committee reviewed the November 30, 2021, variance analysis and there were no questions or comments.

Review 8. Accounts Receivable Aged Invoice Report

The Finance Committee reviewed the accounts receivables and asked questions about specific accounts that were past due. There are two vacating tenant's accounts that are past due, and the Airport is working with District Counsel to complete the required steps before the tenant's security deposits will be applied to the outstanding balances. The write-off of these two accounts will be less than \$1.0K.

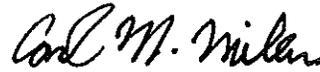
One of the Taxi companies accounts is significantly past due, and the Airport is currently evaluating next steps to resolve the issue. Staff will provide an update at the next Finance Committee meeting.

There were no additional questions about accounts receivables.

E. ADJOURNMENT

The meeting adjourned at 12:55 PM

Minutes Approved at the
Meeting of February 16, 2022



Carl M. Miller, Chair

ATTEST



Michael La Pier, AAE
District Secretary