

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

**October 20, 2021 - 9:00 AM**

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

**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](mailto: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](https://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.

**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. <a href="#"><u>Minutes of the Committee Meeting of the Air Carrier Service, Marketing and Community Relations Committee of September 8, 2021</u></a>  |
| Approve | 2. <a href="#"><u>Minutes of the Committee Meeting of the Airport Property Development and Leases Committee of September 8, 2021</u></a>                 |
| Approve | 3. <a href="#"><u>Minutes of the Committee Meeting of the Air Carrier Service, Marketing and Community Relations Committee of September 10, 2021</u></a> |

- |         |   |
|---------|---|
| Approve | 4. <a href="#">Minutes of the Regular Meeting of September 15, 2021</a>   |
| Approve | 5. <a href="#">Minutes of the Committee Meeting of the Air Carrier Service, Marketing and Community Relations Committee of October 11, 2021</a> |
| Approve | 6. <a href="#">Minutes of the Committee Meeting of the Airport Property Development and Leases Committee of October 11, 2021</a>                |
| Approve | 7. <a href="#">Minutes of the Committee Meeting of the Budget and Finance Committee of October 12, 2021</a>                                     |

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

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

- |               |  |
|---------------|--|
| Pass to Print | 1. <a href="#">Ordinance No. 928, An Ordinance of the Monterey Peninsula Airport District Enacting and Approving a Business License and Registration Program</a> |
| Presentation  | 2. Safety Enhancement Program (SEP) Timeline   |

#### **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 - one case.

## **J. RECONVENE TO OPEN SESSION**

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

- *Pension Funding Analysis*

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

September 8, 2021 - 10:00 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 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](https://www.zoom.us/join) and enter the following Meeting ID: **821 1768 4292**. The password for this meeting is: **20210908**. 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 10:01 AM. Director Cursio, Director Sabo, Executive Director La Pier and Chris Chidlaw of Chidlaw Marketing were in attendance.*

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

*None.*

### **C. PUBLIC COMMENTS**

*None.*

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

Presentation 1. Marketing Plan by Chidlaw Marketing

*Chris Chidlaw of Chidlaw Marketing reviewed the written marketing plan requested by the Board with the committee. The review included discussion about the advertising program as well as marketing and community outreach. Chidlaw reviewed with the committee the intent behind the marketing plan and indicated the metric that would best measure its performance was the number of passengers using air service at Monterey Regional Airport.*

*His review included providing the committee with statistics about the various media outlets used from KSBW to KION to radio partners and print partners and the market target behind each outlet. He pointed out on a number of occasions that the coverage areas of the television stations used in the effort was virtually the same as the area of penetration desired by the airport with a strong emphasis on Salinas and the communities in the Salinas Valley. He noted that the coverage areas extended to Santa Cruz as well. Director Sabo indicated his strong desire to focus on the Salinas market and the communities of the Salinas Valley, believing that many people in that area were unaware of the service available at MRY. Director Cursio reminded Director Sabo that the Point of Sale report recently provided to the Committee by our air service consultant indicated that the Salinas market supports the service at MRY strongly today but agreed that continued penetration into the market was valuable.*



*Significant discussion ensued regarding how to best communicate our message with the Salinas Community. Chidlaw indicated that the advertising placement he does, particularly placement in various football games and sporting events has been proven to reach much of the Salinas market and in particular the Hispanic community. Director Sabo asked about advertising on Spanish speaking television and radio. Chidlaw responded that much of the target market watches English speaking television but agreed that perhaps expanding to Spanish speaking television would yield some potential benefit.*

*Continued discussion around outreach to the Salinas community ensued. Executive Director La Pier indicated the airport already sponsors the two largest community based events in Salinas, the California International Air Show Salinas and the California Rodeo Salinas. He also indicated that the airport is now a sponsor of the annual Farm Bureau Golf Outing that attracts many of the major agriculture industry companies and their executives. Sabo asked about sponsorship of the South County Fair in King City and perhaps the Salinas Valley Food and Wine Festival. Chidlaw responded that both events may have some merit. He and La Pier indicated they would explore those opportunities.*

Review            2. Landrum and Brown Air Service Consulting Task Order

*Tabled.*

Review            3. Air Carrier and Charter Service Update

*Tabled.*

Review            4. Air Carrier Service Development Update

*Tabled.*

Review            5. Local Marketing and Outreach Update

*Tabled.*

Discussion       6. Passenger Comments, Services and Amenities Update

*Tabled.*

Discussion       7. Community Noise Concerns Update

*Tabled.*

## **E. ADJOURNMENT**

*The meeting adjourned at 12:18 PM.*

Minutes Approved at the  
Meeting of October 20, 2021

Gary Cursio, Chair

A T T E S T

Michael La Pier, AAE  
District Secretary

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

September 8, 2021 - 1:00 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](https://www.zoom.us/join) and enter the following Meeting ID: **825 3132 9815**. The password for this meeting is: **20210908**. 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 1:10 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

Review            1. Resolution No. 1807, A Resolution Authorizing the Service Agreement between the Monterey Peninsula Airport District and Randazzo Enterprises, Inc.

*Executive Director La Pier introduced Resolution No. 1807, which would authorize a service agreement with Randazzo Enterprises for the demolition of Building 505. La Pier indicated the contractor was based in Watsonville and has been very active in demolition in Marina of late regarding facilities left over from Ft. Ord. Discussion regarding the building itself and the remediation work that had been done previously to prepare the building for removal occurred.*

*After discussion, the committee agreed to recommend the adoption of Resolution No. 1807 to the full Board.*

Discussion       2. Leasing Activity Review

*La Pier reviewed the current status of ongoing land acquisition efforts with the committee. No action or recommendation was taken or agreed to.*

*La Pier also reviewed the termination of the lease agreement with J & J Auto Body with the committee. Director Miller asked if the company was moving or going out of business. La Pier indicated the principal of the business was retiring and the company was discontinuing operation. He stated that staff was*

*going to require some environmental analysis be done to determine if the current tenant would be required to conduct clean up.*

**E. ADJOURNMENT**

*The meeting adjourned at 1:47 PM.*

Minutes Approved at the  
Meeting of October 20, 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

September 10, 2021 - 10:00 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 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](https://www.zoom.us/join) and enter the following Meeting ID: **853 4849 3480**. The password for this meeting is: **20210910**. 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 10:00 AM. Director Sabo, Director Cursio and Executive Director La Pier were in attendance.*

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

*None.*

### **C. PUBLIC COMMENTS**

*None.*

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

Presentation 1. Marketing Plan by Chidlaw Marketing

*Director Sabo inquired why Chris Chidlaw was not in attendance. Director Cursio indicated to Director Sabo that the committee had already spent over 3 hours with Chidlaw reviewing the marketing plan and he felt any further review was not warranted. Director Sabo disagreed. Discussion between Director Sabo and Executive Director La Pier regarding the marketing plan ensued. Sabo again expressed his desire to see more penetration into the Salinas market. La Pier reviewed again with Director Sabo the placement strategy utilized by Chidlaw Marketing and the overlap between that strategy and the Salinas and Salinas Valley markets. Continued discussion ensued. At the end of the discussion, Director Sabo indicated his support for increasing the marketing budget to support further market penetration into the Salinas Valley and the City of Salinas. La Pier indicated he would welcome that support and was in agreement that at the appropriate time a budget amendment might be warranted.*

Review 2. Landrum and Brown Air Service Consulting Task Order

*Executive Director La Pier introduced a work order with Landrum and Brown covering all Air Service Development consulting support for a three year period. The monthly fee for this service is \$3,500, which equates to an annual fee of \$42,000. The work order includes completion of a leakage study during the first year of service. The work order further includes all research and presentation*

*development for any and all airline meetings regarding air service opportunities. It does not include cost of travel to those meetings which will be billed separately.*

*Director Sabo inquired why Landrum and Brown was chosen. La Pier indicate he had been using the firm for the past two years and that the success experienced with the firm has been very good. He indicated he had not used the firm at any time previously but had met with them at conferences and determined they had been successful in other markets and seemed to have a strong relationship with the airlines. He pointed to the success of the Seattle service start as an example of their connections and expertise.*

*Discussion ensued regarding the leakage study. La Pier reiterated to Director Sabo that the study would be accomplished in the first year of the work order. Sabo indicated his desire to see an annual leakage study completed. Director Cursio stated he thought that was not needed but agreed it is important to track market changes closely.*

*After additional discussion regarding the work order and Landrum and Brown, the committee agreed to recommend to the full Board that the Executive Director be authorized to enter in to the work order with the inclusion of a clause allowing the airport to exit the agreement if no longer satisfied with the work provided.*

Review            3. Air Carrier and Charter Service Update

*La Pier briefly reminded the committee that he would be attending the annual Allegiant Airlines Conference in Las Vegas the last week of September. He indicated that Landrum and Brown would be in attendance as well and that the markets they intended to suggest to Allegiant were Tucson, AZ and Austin, TX. Some discussion regarding the reasoning behind those market suggestions ensued.*

*La Pier also reminded the committee about the start of a second Seattle non-stop with Alaska Airlines, indicating that would begin on October 4, 2021.*

Review            4. Air Carrier Service Development Update

*No further discussion occurred.*

Review            5. Local Marketing and Outreach Update

*No further discussion occurred.*

Discussion       6. Passenger Comments, Services and Amenities Update

*The passenger comment card report was reviewed by the committee. Director Sabo asked if the comment card program had been modified indicating he was concerned that we were not receiving the volume of comments he believed we had previously. La Pier indicated the program had not been changed and the comment cards were available in the same locations as they have always been.*

Discussion       7. Community Noise Concerns Update

*Director Sabo expressed his continued concern about overflights over neighboring communities and again asked La Pier what was being done to communicate with FAA and NorCal. La Pier reviewed the continuing discussions with NorCal and their interest in perhaps converting the charted visual approach to a GPS approach in an effort to make it more usable to the business aviation community. Sabo expressed his concern that that effort would take a significant amount of time. La Pier agreed the effort would take about two years but told Director Sabo that the conversion was FAA's suggestion and was*

*supported by our consultant LEAN Engineering as a way to address noise concerns. La Pier also indicated that regular meetings or teleconferences with NorCal were ongoing and that they are aware of the concerns and are not discounting them.*

**E. ADJOURNMENT**

*The meeting adjourned at 12:21 PM.*

Minutes Approved at the  
Meeting of October 20, 2021

Gary Cursio, Chair

A T T E S T

Michael La Pier, AAE  
District Secretary

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

September 15, 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.

To participate in the Board meeting via Zoom video conference, please visit [www.zoom.us/join](https://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**

*Chair Cursio called to order the Regular Meeting of the Board of Directors at 9:03 AM. Directors Leffel, 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**

*Director Miller led the Pledge of Allegiance.*

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

*None.*

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

*None.*

### **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 August 18, 2021



- Approve        2. Minutes of the Committee Meeting of the Budget and Finance Committee of September 7, 2021

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

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

*None.*

**G. REGULAR AGENDA - ACTION ITEMS**

- Presentation    1. Police Policy for Unruly Passengers

*Executive Director La Pier introduced Item G.1, stating that the Item was placed on the agenda at the request of Director Sabo.*

*Commander Chris Bourquin, Del Rey Oaks Police Department, presented information regarding the Department's policy for handling unruly passengers. He discussed jurisdictional hurdles, removal process, de-escalation techniques, expectations of the department and charging and handling.*

*No public comments.*

*The Board discussed Item G.1.*

- Presentation    2. Marketing Plan by Chidlaw Marketing

*Executive Director La Pier introduced Item G.2, giving a brief background of the Item.*

*Chris Chidlaw, Chidlaw Marketing, presented the Marketing Plan. He discussed the Airport's marketing goals and objectives, target demographics, television advertisements and exposure, radio and print advertisements, social media, community outreach and public relations.*

*No public comments.*

*The Board discussed Item G.2.*

- Adopt            3. Resolution No. 1806, A Resolution Ratifying a Successor Memorandum of Understanding (MOU), Covering the Period July 1, 2021 Through June 30, 2024, Between the Monterey Peninsula Airport District and United Public Employees of California, Local 792 for the Monterey Airport Administrative Assistants Bargaining Unit and Authorizing the Members of the District's Negotiations Team to Execute the MOU

*Item G.3 was tabled until after Closed Session.*

- Adopt            4. Resolution No. 1807, A Resolution Authorizing the Service Agreement between the Monterey Peninsula Airport District and Randazzo Enterprises, Inc.

*Executive Director La Pier introduced Item G.4.*

*Deputy Director Morello presented Item G.4. She stated that the proposed Resolution No. 1807 would authorize the Service Agreement between the Monterey Peninsula Airport District and Randazzo Enterprises, Inc. for the demolition of Building 505 Airport Way. She noted that the building has been vacated and needs to be demolished due to safety concerns. She added that two proposals were received in response to the Request for Proposals and after evaluating proposals received, Staff recommendation is that the Board approve the expenditure as provided in the Randazzo Enterprises, Inc. proposal.*

*No public comments.*

*The Board discussed Item G.4.*

*Director Miller stated that the proposed Resolution was reviewed by the Lease Committee, and they recommend adoption.*

*Director Sawhney moved to adopt Resolution No. 1807. Director Leffel seconded the motion. The motion passed unanimously by a roll call vote of 5-0.*

#### **RESOLUTION NO. 1807**

#### **A RESOLUTION AUTHORIZING AND APPROVING THE SERVICE AGREEMENT BETWEEN THE MONTEREY PENINSULA AIRPORT DISTRICT AND RANDAZZO ENTERPRISES, INC.**

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

**WHEREAS**, building 505 Airport Way was constructed for use as part of the US Naval Auxiliary Air Station Monterey; and

**WHEREAS**, building 505 Airport Way is unsafe and in need of removal: and

**WHEREAS**, the Airport provided notice of solicitation for competitive sealed proposals for the demolition of the building located at 505 Airport Way, Monterey CA; and

**WHEREAS**, the services and cost proposal include the demolition of the existing structure and appurtenances located at 505 Airport Way, Monterey Regional Airport, Monterey CA 93940 and the cost and disposal of all materials off Airport property to a facility licensed to accept the material; and

**WHEREAS**, after considering the proposals received for the performance of the improvements, it is in the best interest of the Airport to accept the Proposal response of Randazzo Enterprises, Inc.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** That MPAD contract with the firm Randazzo Enterprises, Inc. in an amount not-to-exceed of \$45,889.00 and authorize and direct the Executive Director of the District, or his designee, for and on behalf of the District, to execute and all documents necessary to comply with all regulations and controls for proper demotion of Building 505 Airport Way, including agreements and any amendments thereto. Such 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 15th day of September 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

Adopt 5. Resolution No. 1808, A Resolution Authorizing and Approving the Purchase Agreement between the Monterey Peninsula Airport District and My Chevrolet

*Executive Director La Pier introduced Item G.5.*

*Deputy Director Morello presented Item G.5. She stated that one of the Maintenance Department's vehicles is in need of replacement and after evaluating and obtaining quotes for three vehicles that would fit the maintenance needs, which includes a motorized lift tailgate, it was determined that the Chevrolet Silverado 2500 from My Chevrolet of Salinas, CA best fits the needs to maintain the Airfield and Airport. She noted that staff also considered quotes for a Ford F Series and a Dodge Ram 2500.*

*No public comments.*

*The Board discussed Item G.5.*

*Director Sawhney stated that the proposed Resolution was reviewed by the Finance Committee, and they recommend adoption.*

*Director Sawhney moved to adopt Resolution No. 1808. Director Leffel seconded the motion. The motion passed unanimously by a roll call vote of 5-0.*

**RESOLUTION NO. 1808**

**A RESOLUTION AUTHORIZING AND APPROVING THE PURCHASE AGREEMENT BETWEEN THE MONTEREY PENINSULA AIRPORT DISTRICT AND MY CHEVROLET**

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

**WHEREAS**, one Maintenance Vehicle is in need of replacement; and

**WHEREAS**, the approved Fiscal Year 2022 Capital Improvement Budget included a District only funded project for Vehicle Replacement; and

**WHEREAS**, My Chevrolet, Salinas CA is able to provide the appropriate vehicle needed for Airport Maintenance use.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** That MPAD contract with the My Chevrolet, Salinas CA for a total amount not-to-exceed \$53,000.00 and directs the Executive Director of the District, or his designee, to execute the purchase order.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA**

**AIRPORT DISTRICT:** This 15th day of September 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

Approve 6. Landrum and Brown Air Service Consulting Task Order

*Executive Director La Pier presented Item G.6, giving a brief background on the relationship with Landrum and Brown and the work that they have done over the previous three years. He noted that the relationship with Landrum and Brown has been instrumental in several air service development successes. He stated that under the scope of the proposed Task Order, the Airport will use Landrum and Brown to assist in various air service development efforts, as well as the completion of a leakage study during year one of the agreement.*

*No public comments.*

*The Board discussed Item G.5.*

*Director Sawhney stated that the proposed Task Order was reviewed by the Finance Committee, and they recommend approval.*

*Director Sabo moved to approve the Landrum and Brown Air Service Consulting Task Order, with the amendment to add a 60-day cancellation clause. Director Leffel seconded the motion. The motion passed unanimously by a roll call vote of 5-0.*

*A break was taken from 11:30 AM to 11:42 AM.*

**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   |

*The Board discussed the Committee and Department reports.*

## **I. CLOSED SESSION**

*The Board entered into Closed Session at 12:36 PM.*

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. **LABOR NEGOTIATIONS** [Government Code Section 54957.6]. The Board will meet with the Executive Director and District Counsel to discuss labor negotiations for the following groups: All Represented and Unrepresented Employees.
3. **EVALUATION** [Government Code Section 54957(b)]. The Board will meet with the Executive Director and District Counsel to consider the evaluation related to the following position: Executive Director.

## **J. RECONVENE TO OPEN SESSION**

*The Board returned to Open Session at 2:43 PM.*

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

*Item G.3, which had been tabled until after Closed Session, was brought back to the Board.*

- |       |  |
|-------|--|
| Adopt | 3. Resolution No. 1806, A Resolution Ratifying a Successor Memorandum of Understanding (MOU), Covering the Period July 1, 2021 Through June 30, 2024, Between the Monterey Peninsula Airport District and United Public Employees of California, Local 792 for the Monterey Airport Administrative Assistants Bargaining Unit and Authorizing the Members of the District's Negotiations Team to Execute the MOU |
|-------|--|

*Executive Director La Pier introduced Item G.3.*

*The Board briefly discussed Item G.3, thanking staff.*

*Director Leffel moved to adopt Resolution No. 1806. Director Miller seconded the motion. The motion passed unanimously by a roll call vote of 5-0.*

### **RESOLUTION NO. 1806**

**A RESOLUTION RATIFYING A SUCCESSOR MEMORANDUM OF UNDERSTANDING (MOU),  
COVERING THE PERIOD JULY 1, 2021 THROUGH JUNE 30, 2024, BETWEEN THE MONTEREY  
PENINSULA AIRPORT DISTRICT AND UNITED PUBLIC EMPLOYEES OF CALIFORNIA LOCAL 792  
FOR THE MONTEREY AIRPORT ADMINISTRATIVE ASSISTANTS BARGAINING UNIT AND  
AUTHORIZING THE MEMBERS OF THE DISTRICT'S NEGOTIATIONS TEAM TO EXECUTE THE  
MOU**

**WHEREAS**, the Monterey Peninsula Airport District and Administrative Assistants Association, represented by UPEC Local 792 have negotiated in good faith over wages, hours and other terms and conditions of employment as required by Government Code 3500 et. seq.; and

**WHEREAS**, the Parties have reached an overall tentative agreement, which has been jointly drafted into a successor MOU document reflecting all agreed upon changes to such wages hours and working conditions as are acceptable to all parties.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** That the overall tentative agreement reached between the Administrative Assistants Association and the District is hereby ratified, and further, that the members of the District's negotiations team are hereby authorized to execute the final draft of the Agreement.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT:** This 15th day of September 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

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

- *Presentation on Funding Options for CALPERS Unfunded Accrued Liability*
- *Update on Status of Business License Fee*

**L. DISCUSSION OF FUTURE AGENDAS**

*None.*

**M. ADJOURNMENT**

*The meeting adjourned at 2:47 PM.*

Minutes Approved at the  
Meeting of October 20, 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

October 11, 2021 - 10:00 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 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](https://www.zoom.us/join) and enter the following Meeting ID: **842 8353 2630**. The password for this meeting is: **20211011**. 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**

*Meeting was called to order at 10:02 AM. 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**

Review            1. Air Carrier and Charter Service Update

*Executive Director La Pier reported on the annual Allegiant Airlines conference he recently attended. He reported that the airline continues to be pleased with the performance of its Las Vegas service. He further reported that he was informed that the twice weekly service to Portland, Oregon would be discontinued at the end of the year and would not return in 2022. According to the carrier, the market was underperforming their expectations. The Committee and the Executive Director discussed the overall reliability of the carrier's service in the market noting that the schedule, frequent delays and nearly 30 days of cancellations was likely a strong contributor to the poor market performance. La Pier indicated that the fact that the service was only twice weekly made it more difficult for business travel and short visits which likely contributed as well. The committee and the Executive Director agreed that the performance helped prove the market in some respects and would be valuable information to share with other airlines, most notably Alaska Airlines.*

*La Pier also reviewed the beginning of a holiday airline schedule with the committee. American Airlines will increase flights to Dallas by adding an additional frequency focusing on the military leave and graduation schedule. In addition, it appears the carrier will be moving to E-175 aircraft to Phoenix as well. United Airlines indicated they did not have the capacity to increase flights or upgauge aircraft at this time. La Pier indicated he would be talking with Alaska about perhaps adding a second San Diego flight for the holidays. He further reminded the committee that on October 4<sup>th</sup> Alaska began its second*

*daily flight to Seattle. That flight will be on a permanent basis pending performance. The committee and the Executive Director discussed schedules for the new flight noting that an evening departure at 6:58 PM was not optimal.*

Review            2. Air Carrier Service Development Update

*La Pier's report on the activities was included in the discussion in the previous agenda item.*

*The committee and La Pier discussed the continued strategy to attract an affordable fare carrier. They agreed that this strategy was a good one and that, while it has shown limited success to date, it was important to continue to pursue.*

Review            3. Local Marketing and Outreach Update

*La Pier reviewed with the committee the most recent television spot created by Chidlaw Marketing, focusing on holiday travel. The spot is currently running on both KSBW and KION. The committee also learned that the airport is a sponsor of a concert at Folktale Winery in partnership with KTOM radio and that the airport will receive great promotional spots from the station as well as over \$5,000 in direct marketing spots on the station. The focus of the effort is to reach to country music listeners and to the Salinas market. The airport will also be purchasing \$2,500 in paid spots on the station that will run during the same period in an effort to take maximum advantage of the partnership promotion. The focus will be on holiday travel and the ease of flying out of MRY.*

Discussion       4. Passenger Comments, Services and Amenities Update

*The committee reviewed the passenger comment card report. No further discussion was had.*

Discussion       5. Community Noise Concerns Update

*The committee reviewed the noise concerns report, with Director Cursio noting that the number of contacts has reduced to less than 5 which he believed showed progress. Director Sabo continued to express his displeasure with the number of aircraft using the GPS approach leading to flights over neighborhoods. Discussion was ongoing regarding the effectiveness of the current outreach to the FAA and in particular to NorCal regarding use of the GPS approach and clearance for visual approaches. Director Sabo indicated he did not believe the current outreach was effective. Executive Director La Pier indicated staff was continuing to work with FAA and NorCal and was informed recently that FAA would be working to convert the charted visual approach to a GPS approach at the request of the airport, which it is believed would make it a more useful approach to the business aviation community. La Pier complimented staff on their efforts. Director Sabo reiterated his concern that not enough was being done.*

**E. ADJOURNMENT**

*The meeting adjourned at 12:13 PM.*

Minutes Approved at the  
Meeting of October 20, 2021

Gary Cursio, Chair



A T T E S T

Michael La Pier, AAE  
District Secretary

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

October 11, 2021 - 3:00 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](https://www.zoom.us/join) and enter the following Meeting ID: **810 7314 0278**. The password for this meeting is: **20211011**. 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 3:03 PM. Director Cursio, Director Miller, District Counsel Huber and Executive Director La Pier were in attendance.*

### B. COMMUNICATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS

*None.*

### C. PUBLIC COMMENTS

*None.*

### D. REGULAR AGENDA – ACTION ITEMS

Review            1. Ordinance No. 928, An Ordinance of the Monterey Peninsula Airport District Enacting and Approving a Business License and Registration Program

*District Counsel Huber reviewed the Business License and Registration Program Ordinance with the committee. It was noted that the fee structure of \$1,000 was approved as part of the budget process and that implementation of the program had been delayed as reported in the budget process until January 2022. Huber indicated that the ordinance had allowance for partial year depending upon when the business registered. The license is an annual license and will be renewed in January of each year. Director Miller asked if the license fee needed to reflect the true cost of the services the airport provides to the business. Huber responded that that was correct and that the airport could easily justify the \$1,000 fee. He noted, however, that he was informed that it is staff's intent to recommend a charge of \$500 per year initially as part of a strategy to introduce the fee more gradually to the businesses on airport. He indicated that was an acceptable approach since it was less than what was approved.*

*After review of the document, the committee indicated it would recommend adoption of the ordinance to the Board as well as their agreement with the fee of \$500 per year. It was noted that the ordinance would be on the October agenda and then would be placed on the November agenda for second reading so that the implementation could take place beginning in January.*

Discussion 2. Leasing Activity Review

*Executive Director La Pier reviewed current leasing activity with the committee. He indicated that the work to remove Building 505 was now complete. He also reminded the committee that J & J Auto was closing, and the buildings continued use was being evaluated. He indicated that initial review would support razing the building as well as an adjacent unoccupied building thereby creating a larger parcel of property for redevelopment opportunities. The committee agreed that razing the buildings would be a prudent move and suggested to La Pier that quotes for demolition be secured.*

*Discussion was also had regarding the building at 2801 Monterey Salinas Highway and its current tenant. Staff was evaluating the current condition of the building to determine what updates were needed to keep the building in good condition. The tenant has expressed a desire to open discussions regarding the lease option, which occurs in 2024.*

**E. ADJOURNMENT**

*The meeting adjourned at 4:09 PM.*

Minutes Approved at the  
Meeting of October 20, 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

October 12, 2021 - 10:00 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 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](https://www.zoom.us/join) and enter the following Meeting ID: **828 7853 9412**. The password for this meeting is **20211012**. 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 10:10 AM. Director Leffel, Director Sawhney, Executive Director La Pier, Deputy Director Morello and Deputy Executive Director Bergholz were present.*

*LSL CPAs and Advisors Partner Brandon Young was also present for the meeting.*

*PFM Financial Advisors Managing Directors Sarah Hollenbeck and Brian Gallucci were present for the meeting.*

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

*None.*

### **C. PUBLIC COMMENTS**

*None.*

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

Presentation 1. Draft Fiscal Year 2021 Audit Report by Brandon Young, Partner, LSL CPAs and Advisors (LSL)

*Mr. Young presented the draft Fiscal Year 2021 audited financial statements report and provided an explanation of each section of the report and the opinions rendered. Mr. Young also discussed the implementation of GASB 87 and the impact on the financial statements, and provided an overview of the Required Supplemental Information section of the report that includes the changes in the GASB 68 Net Pension Liability and GASB 75 Other Post-Employment Benefits.*

*Mr. Young then presented the draft Audit Communication Letter and presented each of LSLs findings during the audit.*

## Presentation 2. Pension Funding Analysis by PFM Financial Advisors, LLC

*Ms. Hollenbeck presented PFM's analysis of the Airport's FY 2021 CalPERS Unfunded Account Liability (UAL). The presentation included a review of the UAL sources by Classic Safety, Classic Fire, Classic Miscellaneous, PEPRSA Safety and PEPRSA Miscellaneous plans, and the historical investment returns creating the UAL.*

*Ms. Hollenbeck then discussed the purpose of creating a Pension Funding Policy, options for funding the UAL with specific examples of those options and the impact of using a Section 115 Trust.*

## Review 3. FYTD 2021 Statements

*August commercial airline enplanements increased 25.3% from July but Airline landings were well below budget (514 budget vs 396 actual) by 118 landings which impacted budgeted landing and APRON fees. General aviation landings are 6.8% lower than July but well above budget by \$57.7K and travel related concessions (Woody's and Gifts & More) are exceeding their minimal annual guarantees by \$11.5K.*

*The Airport received the American Recovery Plan (ARP) Act grant in early August and an additional \$3.149M in funds are now available. No CARES or CRRSA Act draws were submitted in August. A CRRSA reimbursement request submitted for June (\$398.4K) and July (\$898.1K) expenses totaling \$1.298M was received in August. Total CRRSA Act reimbursement requests submitted are \$1.799M and the balance of AIP 74 (\$277K) and AIP 75 (\$50.0K) is \$327K. Total CARES Act reimbursement requests submitted are \$3.82M and the balance available is \$8.84M.*

*August 2021 combined Airport operating revenues are \$1.030M which is \$309.8K (43.0%) higher than budget (\$720.6K). The revenue variance resulted from a significant increase in General Aviation, Rental Car and Parking which offset lower than budget Commercial Airline operations. Non-Aviation and Other Operating sources continue to operate within regular budgeted revenues. The revenue variances came from the following:*

*Commercial Aviation (CA) fees in August are well below budget (\$91.6K actual vs \$113.8K budget) by \$22.2K or 19.5%. The unfavorable variance came from lower Landing and APRON fees that were offset by higher Fuel Flowage fees. Aircraft landing volumes (396) are under budget (514) by 118 landings.*

*General Aviation (GA) operating revenues for August (\$237.0K) are \$87.4K or 58.4% higher than budget (\$149.6K) mostly attributed to car week.*

*August combined TCP permits, Taxi Permits/Trips, TNC Trips, Terminal Concessions, Rental Car and Parking Concessions (Concessions) revenues (\$347.6K) are \$235.3K or 209.6% higher than budget (\$112.3K).*

*August Non-Aviation Tenant revenues (\$186.2K) are over budget (\$181.3K) by \$4.8K or 2.7%.*

*August Other Operating Revenues (\$18.5K) are over budget (\$16.7K) by \$1.7K or 10.4%.*

*August Operating Expenses (\$726.3K) are over budget (\$720.1K) by \$6.3K or 0.9%. The expense variance came from the following:*

*Salary & Wages and Employer Payroll Tax (Wages) Expenses (\$154.8K) for August are lower than budget (\$163.4K) \$8.6K or 5.24%.*

*Employer Benefit Expenses (\$126.3K) for August are lower than budget (\$133.9K) by \$7.6K or 5.7%.*

*Personnel Related Expenses (\$12.7K) for August are over budget (\$6.1K) \$6.6K or 107.4%.*

*Business Related Expenses (\$41.9K) for August are over budget (\$27.2K) by \$14.7K or 53.9%.*

*Expendable/Consumable Supplies & Materials expenses (\$6.1K) for August are under budget (\$11.6K) by \$5.6K or 48.0%.*

*Repair & Maintenance expenses (\$32.4K) for August are under budget (\$38.9K) by \$6.5K or 16.8%.*

*Outside Services expenses (\$215.7K) for August are over budget (\$211.4K) by \$4.2K or 2.0%.*

*Professional Service expenses (\$76.6K) for August are over budget (\$68.4K) by \$8.2K or 12.0%.*

*Marketing related expenses (\$22.7K) for August are over budget (\$17.4K) by \$5.2K or 12.0%.*

*The Airport's higher revenues and lower operating expenses in August resulted in an operating surplus of \$304.2K which is \$303.6K higher than the budgeted income of \$611. Fiscal year-to-date operating surplus is \$511.0K which is \$560.0K higher than the budgeted loss of \$49.0K.*

*See the August Fiscal Year 2021 Financial Summary for details of each variance.*

Review            4. Variance Analysis - MTD and YTD

*Revenues:*

- Landing Fees*
- Apron Fees*
- Commercial Fuel Flowage Fees*
- Landing Fee*
- Terminal Space Rent*
- Terminal Concessions*
- Taxi Operator Permits & Trip Fees*
- TNC Permits & Trip Fees*
- Rental Car Concessions*
- Parking Concession*
- Fuel Flowage Fees*
- Hangar Rents*
- Utility Charges*

*Expenses:*

*Finance & Administration:*

- Temporary Personnel*
- LAFCO Expense*
- Annual Audit / Accounting*
- Other Legal Services*
- Administration & Finance*
- Marketing*
- Public Relations*
- Utilities – Water*

*Planning & Development:*

*Salary & Wage Reimbursement  
Architect & Engineer  
Computer / LAN & IT*

*Maintenance & Custodial Services:*

*Salaries & Wages  
Custodial Supplies & Materials  
Airfield Repair & Maintenance  
Terminal Repair & Maintenance  
Rental Space Repair & Maintenance  
Landscape & Grounds Repair & Maintenance  
District Vehicle Repair & Maintenance*

*Airport Operations:*

*General Repairs & Maintenance  
Other / Contract Services  
Computer / LAN & IT  
Environmental*

*Police Department:*

*None*

*ARFF / Fire Services:*

*District Vehicle Repair & Maintenance*

*Board of Directors:*

*Other Meetings / Workshops*

*Office Rental Property:*

*None*

*Other Income and Expense:*

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

*There were no additional variances on revenues or expenses presented.*

Review      5. Accounts Receivable Aged Invoice Report

*The accounts receivable balance on August 31, 2021 is \$898.0K. This balance is \$258.4K or 40.4% higher than the July 31, 2021 balance of \$639.0K and 187.0% higher than the \$313K balance on August 31, 2020. The net accounts receivable balance over 60 days old on August 31, 2021, is a credit of*

*\$7.4K. As of September 27, 2021, the over 60 days balance is a credit of \$2.3K and the net accounts receivable balance is \$226.7K*

**E. ADJOURNMENT**

*The meeting adjourned at 1:50 PM.*

Minutes Approved at the  
Meeting of October 20, 2021

Gary Cursio, Chair

A T T E S T

Michael La Pier, AAE  
District Secretary



**AGENDA ITEM: G-1**  
**DATE: October 20, 2021**

**TO:** Monterey Peninsula Airport District Board of Directors  
**FROM:** Michael La Pier, Executive Director  
Scott Huber, District Counsel  
**SUBJ:** Ordinance No. 928, an Ordinance of the Monterey Peninsula Airport District Enacting and Approving a Business License and Registration Program (Pass to Print)

**BACKGROUND.** The Board of Directors may consider adopting an ordinance to enact and approve a business license and registration program. A business license is required by most Cities for businesses that operate within their jurisdictional boundaries. Without a business license and registration program, the Airport is not aware of the businesses that may be operating from within the Airport's boundaries.

**STAFF ANALYSIS.** Most cities require businesses to register and obtain a business license prior to the commencement of any business. A business license program for the Airport will require all businesses that are operating from the Airport property to register with the Airport. This will enable the Airport to develop a list of all businesses and valuable information which may be used by emergency responders, building and safety, and economic development personnel for the protection of the public health, safety and welfare of the Airport visitors, patrons and customers.

For all businesses operating at the Airport, the premises will be inspected each year by the Fire Marshall, Building and Planning personnel, facilities personnel, as well as the Airport's engineer, to ensure that the premises are compliant with the various building and fire codes. The fee charged for the business license will cover most, but not all, of the cost of the annual inspections.

The Board directed staff to prepare a business license and registration program. The attached is a result of that request. The Board will consider adoption of the ordinance to enact and approve a business license and registration program.

**FISCAL IMPACT.** Funds generated from the business license fees will partially cover the cost to inspect the businesses that are subject to the business license and registration process. At the recommended fee of \$500 per year per license, the business license fee would generate approximately \$12,000 in revenues to offset a portion of the service delivery cost.

**RECOMMENDATION.** Pass to Print Ordinance No. 928, An Ordinance of the Monterey Peninsula Airport District Enacting and Approving a Business License and Registration Program.

#### **ATTACHMENTS.**

Ordinance No. 928  
Exhibit A - Airport Map

## **ORDINANCE NO. 928**

### **AN ORDINANCE OF THE MONTEREY PENINSULA AIRPORT DISTRICT ENACTING AND APPROVING A BUSINESS LICENSE AND REGISTRATION PROGRAM**

**WHEREAS**, the Monterey Peninsula Airport District ("Airport") is a California Special District, duly organized pursuant to special legislation passed by the State of California; and

**WHEREAS**, the Airport desires to protect the public health, safety and welfare of the Airport visitors, patrons and customers by ensuring that each business conducted on Airport property complies with the applicable federal, state and local laws, regulations and ordinances; and

**WHEREAS**, the enactment of a Business License and Registration Program will enable the Airport to develop a list of all businesses and valuable information which may be used by emergency responders, building and safety, economic development personnel for the protection of the public health, safety and welfare of the Airport visitors, patrons and customers.

**NOW, THEREFORE**, the Board of Directors of the Monterey Peninsula Airport District DO ORDAIN as follows:

**SECTION 1:** The above recitals are true and correct and are incorporated herein by this reference.

**SECTION 2:** The Monterey Peninsula Airport District hereby adopts, enacts and approves a Business License and Registration Program, as follows:

## **BUSINESS LICENSE AND REGISTRATION PROGRAM**

### **Section**

- 1.010 Purpose and authority
- 1.020 Definitions
- 1.030 Evidence of doing business
- 1.040 Business license required
- 1.050 Fees
- 1.060 Additional license requirements for massage businesses
- 1.070 Business license requirements for all businesses
- 1.080 Business license; annual renewal
- 1.090 Compliance with other laws and regulations
- 1.100 Issuance, form and content of license
- 1.110 Grounds for business license denial or license revocation
- 1.120 Refunds
- 1.130 Posting of license
- 1.140 Transfer of business license
- 1.150 Duplicate license
- 1.160 Inspections and enforcement
- 1.170 Acceptance of this chapter

- 1.180 Powers and duties of the Airport
- 1.190 Unlawful business
- 1.200 Appeal
- 1.210 Violation; penalty

#### **§ 1.010 PURPOSE AND AUTHORITY.**

The purpose of this chapter is to provide for necessary regulation and provide a record system of businesses being conducted within the Monterey Peninsula Airport District (also referred to as "Airport" or "MPAD") for the purpose of protecting the public health, safety, and welfare of Airport visitors, patrons, employees and customers, as follows:

(A) Ensure that each business is conducted in compliance with applicable federal, state and local laws, regulations and ordinances.

(B) This chapter provides a means of identification and regulation for almost all businesses operating within the Airport, as defined in the map attached as Exhibit A, to develop a list of all businesses and valuable information which may be used by emergency responders, building and safety, economic development personnel and the public.

(C) This chapter specifically covers businesses which require additional licensing investigations, such as massage businesses and establishments and others as may be designated from time to time.

(D) Approval and issuance of a business license shall be contingent on full compliance with, including but not limited to, applicable MPAD Ordinance requirements, including all Fire Code, Building Code and Zoning Code requirements and regulations.

(E) This chapter establishes a business license program and not a business license tax. This chapter is not intended to impose any form of taxation on the business community nor to collect in fees more money than is necessary to recover the administrative costs and mandatory State CASp fee(s) associated with processing an application for the issuance or renewal of a business license. No fee charged under the provisions of this ordinance shall be construed as a business license tax.

(F) This chapter is enacted pursuant to Business and Professions Code Sections 460 and 16000 and California Constitution Article XI, Section 7.

#### **§ 1.020 DEFINITIONS.**

For the purposes of this chapter, the following words and phrases shall have the following meanings:

**APPLICANT.** The person engaging in the business or such person's duly authorized representative.

**BUSINESS.** Means and includes professions, trades, vocations, enterprises, establishments, occupations, and all and every kind of calling, any of which are advertised, conducted, transacted or carried on for the purpose of earning in whole or in part a profit or livelihood, whether or not a profit or livelihood actually is earned thereby, whether paid in money, goods, labor, or otherwise. This definition shall apply to business establishments whether or not the business' principal physical address is located within the Airport. A person shall not be deemed to be engaged in **BUSINESS** solely by reason of receipt of dividend or interest income from passive investments. This definition also includes businesses that are operated at a fixed physical location and those that are operated on a mobile basis by a mobile-operator as defined herein. Any person or entity within the Airport that utilizes a hosted online platform to obtain payment for goods or services must comply with the business license requirements of this chapter. Subcontractor and sub-consultant business entities shall be subject to the business license requirements of this chapter.

**CASp FEE.** The mandatory state fee as enacted by Senate Bill (SB) 1186 and amended by Assembly Bill (AB) 1379, collected in addition to the Airport's base registration and

business license fee, intended to increase disability access and compliance with construction-related accessibility requirements and to develop education resources for business in order to facilitate compliance with federal and state disability laws, as specified.

**AIRPORT.** The Monterey Peninsula Airport District, a California special district formed by special legislation of the State of California.

**DISABLED.** A person with a long-lasting physical, mental, or emotional condition. This condition can make it difficult for a person to do activities such as walking, climbing stairs, dressing, bathing, learning, or remembering. This condition can also impede a person from being able to go outside the home alone or to work at a job or business.

**EMPLOYEE.** Either:

(A) Any person engaged or employed by any business which business withholds, or is required to withhold, compensation for the purpose of paying state or federal taxes as required by the Franchise Tax Board or Internal Revenue Service; or

(B) Any person who is regarded as the employee of any business for purposes of the Workers Compensation laws of the State of California, including, without limitation, an agent working for, or engaged by, a real estate broker and which business is subject to the provisions of this chapter.

**MOBILE FOOD FACILITY** and **MOBILE FOOD VENDOR.** A mobile operator that sells or vends food, including ice cream.

**MOBILE OPERATOR.** Those businesses that are operated on a mobile basis utilizing a motor vehicle to visit customer locations to conduct business within the Airport. Examples of business that may constitute **MOBILE OPERATORS**, depending on the circumstances, include mobile, automobile, or other motor vehicle washing; pest control services; mobile carpet, drape, or furniture cleaning; concrete mixing or cutting; masonry; painting and coating; landscaping; pool and fountain cleaning; and Port-a-Potty or other portable toilet servicing; and taxi cabs, limousines or shuttles (as otherwise allowed by law). **MOBILE OPERATOR** does not include sidewalk vendors.

**NON-PROFIT OR CHARITABLE ORGANIZATION.** Any organization or entity considered exempt pursuant to IRS Section 501 and/or California State Tax Section 23701d.

**PEDDLING.** Any selling of merchandise which is transported from place to place in the course of approaching prospective customers or selling merchandise or services from door to door. A "peddler" is a person who engages in peddling. **PEDDLING** shall not include or relate to sidewalk vending or vendors and does not include kiosk operators located within the Airport terminal building.

**PERSON.** All domestic and foreign corporations, associations, syndicates, joint stock corporations, partnerships of every kind, clubs, common law trusts, societies, and individuals advertising, conducting, transacting or carrying on any lawful business within the Airport other than as an employee. **PERSON** and **PERSONS** shall also include the operator of a festival, fair, farmers' market, special event or similar event for which one person (the "organizer") obtains required permits and licenses and which includes other persons who sell or offer to sell goods and/or food at the event ("purveyors") through contract with the organizer or otherwise.

**PERSONALLY IDENTIFIABLE INFORMATION (PII).** In respect to Transportation Network Companies shall mean individually identifiable information about an individual driver collected by the local jurisdiction from that individual, including, but not limited to, all of the following:

- (1) A first and last name.
- (2) A residential address, including a street and city name.
- (3) An email address.
- (4) A telephone number.
- (5) A social security number.
- (6) Driver income or tax information.

**RETAIL GREENHOUSES.** All commercial greenhouses other than those that are licensed by the State of California in the "producer" category to grow and sell nursery stock in the amount of \$1,000 or more in one year and that are inspected by the County Agricultural Commissioner pursuant to California Food & Agricultural Code § 6701 *et seq.* and any applicable state regulations promulgated thereto.

**RETAIL NURSERIES.** All commercial nurseries other than those that are licensed by the State of California in the "producer" category to grow and sell nursery stock in the amount of \$1,000 or more in one year and that are inspected by the County Agricultural Commissioner pursuant to California Food & Agricultural Code § 6701 *et seq.* and any applicable state regulations promulgated thereto.

**SIDEWALK VENDOR.** A person(s) who sells food or merchandise from a sidewalk vending receptacle or from one's person, upon a public sidewalk or pathway.

**SOLICITOR.** Any person, whether principal or agent, whether a resident of the Airport or not, who goes from house to house or only one house, or upon any street, sidewalk, alley, or in any park or public place in the Airport, soliciting or taking orders for sales of goods, wares, merchandise, magazines, periodicals or other publications, regularly published newspapers excepted, or personal property of any nature whatsoever, or any coupon, certificate, ticket or card which is redeemable in goods, wares, merchandise or services, for future delivery, or for service to be performed in the future, whether or not such individual has, carries or exposes for sale, a sample of the subject of such order, or whether he or she is collecting advance payments on such orders, or who solicits, takes or attempts to take public opinion polls, consumer surveys, or by such contracts attempts to secure similar information. Such definition shall include any person who uses any building, motor vehicle or other place within the Airport for the primary purpose of exhibiting samples and taking orders for future delivery, or one who, as an invitee of a purchaser or prospective purchaser, or otherwise, solicits a sale, or exhibits any sample, or gives a demonstration, or makes a delivery within this Airport after a purchaser or prospective purchaser has been solicited or contacted by telephone, correspondence or other method of communication from within the Airport. Such definition shall also include the term "canvasser."

**SPECIAL EVENT.** An activity or series of activities, specific to an identifiable time and place, produced in conjunction with community organizations often held on public property, and which typically occur on a one-time basis or as an annual event. Such events may include but are not limited to weddings, street closures, filming, protests and rallies, block parties, fundraisers, street parties, runs, races, walks, and other community events. **SPECIAL EVENTS** may occur on streets and/or sidewalks, parks, and other Airport-owned property. For the purposes of this chapter, **SPECIAL EVENTS** shall not include privately sponsored events that are located on or in a rented Airport facility.

**SUBCONTRACTOR** and **SUB-CONSULTANT.** A business or person who is awarded a portion of an existing contract by a principal or general contractor or consultant.

**VETERAN.** All individuals who have served (even for a short time), but are not currently serving, on active duty in the U.S. Army, Navy, Air Force, Marine Corps, or Coast Guard, or who served in the U.S. Merchant Marine during World War II. People who served in the National Guard or Reserves are classified as **VETERANS** only if they were ever called or ordered to active duty, not counting the four to six months required for initial training or yearly summer camps.

**VETERAN-OWNED BUSINESS and DISABLED VETERANS' BUSINESS ENTERPRISES (DVBE).** A business certified by the U.S. Department of Veterans Affairs (VA) as a veteran-owned small business (VOSB) or service-disabled veteran-owned small business (SDVOSB), or a business certified by the State of California as a DVBE.

### **§ 1.030 EVIDENCE OF DOING BUSINESS.**

(A) The following circumstances shall be considered evidence that a person is conducting business in the Airport:

(1) The report by reliable persons or other governmental agencies that the person is doing business in the Airport;

(2) Where any person, by use of any sign, circular, card, brochure, telephone book, magazine, newspaper, website, electronic media or other publication, advertises, holds out or by any other means represents that the person is in business in the Airport;

(3) When any person holds an active license or permit issued by a governmental agency indicating that the person is doing business in the Airport;

(4) The filing of fictitious business name statement or be in the possession of a resale number issued by the state board of equalizations or the California Department of Tax and Fee Administration;

(5) Deliver, distribute, supply, manufacture, sell at retail or wholesale, or provide a service or generate revenue in any manner within the Airport.

(B) Notwithstanding any other provision to the contrary, a person may provide the Airport with a sworn statement (acceptable in form to the Airport) attesting that such person is not doing business in the Airport, shall be considered in determining which that the person is conducting business within the Airport.

### **§ 1.040 BUSINESS LICENSE REQUIRED.**

(A) Unless otherwise exempt, every person conducting or carrying on a business as defined in this chapter anywhere in the Airport shall do the following:

(1) Complete and file the appropriate forms with the Airport and pay the applicable fee (including an inspection fee where required) for securing a business license.

(2) Secure a separate business license for each physical location (including branch establishments) of a business and for each separate business carried on at the same location.

(B) A business license is required of all businesses rendering services to or on behalf of the Monterey Peninsula Airport District as a public agency.

### **§ 1.050 FEES.**

Prior to conducting any business, each person shall pay all business license fees as determined by the Airport Board. Business license fees shall be prorated quarterly at the time that the business license is issued based on current fee schedule adopted by the Airport Board. In addition, the Airport Board shall set fees for the fire, NPDES, other regulatory inspections, penalties and supplemental licenses for specific businesses (e.g., massage).

(A) *One day special event vendors.* Out of Airport vendors qualify for a one day special event license for a reduced fee as adopted by the Airport Board. This fee will only cover the community event date referred to on submitted and approved application.

### **§ 1.060 MESSAGE BUSINESSES.**

Before obtaining a business license, and as a condition of renewal and/or continuation of such business license, all massage business and establishments, as defined by California statutes and Monterey Peninsula Airport District Ordinance, shall comply with the requirements of that California law and Airport Ordinance. The Airport Board by resolution may set additional appropriate fees for such massage business licensing.

#### **§ 1.070 BUSINESS LICENSE REQUIREMENTS FOR ALL BUSINESSES.**

Any business not explicitly exempt per this chapter and located within Monterey Peninsula Airport District boundaries as well as any business located out of Airport doing business within the Monterey Peninsula Airport District boundaries shall file an application for a business license utilizing a form provided by the Airport. The application shall not be deemed filed unless the form has been filled out completely and accurately by the applicant and paid all applicable fees including but not limited to additional fees for additional inspections, late application or failure to register. By signing the application, the applicant agrees to be bound by all provisions of this chapter, including but not limited to those providing for access for inspections.

(A) The application shall contain all of the following information:

(1) The business's name, DBA, physical address, mailing address, phone number, fax number, email address, start date, and ownership type;

(2) If a business ownership type requires a FEIN (Federal Employee Identification Number), one shall be provided;

(3) The applicant's name, address, telephone numbers (home, business and mobile), email and fax number; and the name of a person authorized to accept service of process;

(4) The name, telephone number and address of the person to notify in the event of an emergency;

(5) If the business is advertised to the public by name or designation other than the name of the applicant, that name or designation and proof of filing and publishing of a fictitious business name statement;

(6) The State Board of Equalization or The California Department of Tax and Fee Administration Resale certificate if a resale certificate is required by the State Board of Equalization or the California Department of Tax and Fee Administration;

(7) A detailed description of the nature of the business (including both current and future uses must be disclosed), including, but not limited to, a listing of all federal, state, county and other required permits or licenses, including any state permit or license number and category (e.g. contractors);

(8) Evidence that any and all state, federal and/ or county permits or certificates required to conduct the applicable business or profession have been lawfully acquired. No application shall be deemed final until adequate evidence of such permits or certificates have been shown;

(9) An assessment of the possible regulatory compliance of the business, including but not limited to, specific information regarding storage of materials, disposal of materials, fire risk, use of hazardous materials, type of services provided and specifically whether such services include massage, mobile operators, sidewalk vendors, or other businesses which may be determined to have additional regulatory requirements;

(10) Any other information necessary to determine appropriate regulatory requirements applicable to the business or deemed necessary by the Airport; and

(11) The signature of the applicant or corporate agent acknowledging under penalty of perjury that the information provided on the application is true and correct to the best of that person's knowledge and that the applicant or corporation is responsible for all applicable fees.

(B) By signing the application, the applicant and business agree to be bound by all provisions of this chapter, including but not limited to the provisions for inspection.

(C) Approval of license is contingent on the written verification from the Building and Safety, Police, Community Development Departments and other departments as needed.

(D) The license shall be deemed null and void if the license application contains any false or misleading information. It shall be considered a violation of this code, punishable as set out herein, to intentionally give any false or misleading information on the application.

(E) Notwithstanding the requirements of the California Public Records Act, the information requested by subdivisions (2) and (4) of subsection (A) of this section and any personally identifiable information deemed confidential under Business and Professions Code section 16550 *et seq.* shall be, to the extent allowed by law, considered confidential and will not be made available to the public.

#### **§ 1.080 BUSINESS LICENSE; ANNUAL RENEWAL.**

(A) A business license must be obtained by a home occupation or a business before commencing business in the Airport.

(B) The first business license obtained by a business shall be valid through December 31 of each year no matter what date it was obtained.

(C) Thereafter, business license shall be valid from January 1 or the date of renewal issuance, whichever is last, through December 31 of each year.

(D) The business license shall be renewed annually by the filing of a renewal application on a form provided by the Airport, accompanied by payment of the appropriate fee, if applicable, not more than 30 calendar days nor fewer than 60 calendar days prior to the expiration of the current license. The renewal application and fee shall be delinquent after December 31 of each year. Any License Fee that becomes delinquent for more than 60 Days will automatically be subject to applicable penalties.

(E) The Airport may send a courtesy notice of renewal to each person holding a business license approximately 60 days before December 31 of each year (i.e., by the beginning of November of each year). Any notice shall be mailed to the business mailing address set out in the application and shall remind the person of the requirement to renew their business license and how to do so. Failure of the Airport to send or the person to receive a renewal notice does not waive the renewal requirement.

#### **§ 1.090 COMPLIANCE WITH OTHER LAWS AND REGULATIONS.**

(A) The fact that a business license has been issued does not authorize or legalize any business or business activity which violates any federal, state or local governmental statute, ordinance, public or private rule or regulation, or CC&R's, nor shall the issuance of a business license be construed as permitting a home occupation or business in a zone or land use district where such businesses are otherwise not permitted.

(B) In any trade or profession where an additional Airport, county, state or federal license or permit is required, such license or permit shall first be exhibited to the Finance Department before an Airport business license will be issued. Specifically, a mobile food vendor or mobile food facility selling food will be required to comply with County Department of Environmental Health Services requirements, including but not limited to County Ordinance No. 580, as it may be amended from time to time. However, the Airport is not responsible for verifying or confirming the validity of any other license, permit or requirement.

(C) A home occupation business license shall not be issued until an application has obtained all necessary Airport land use entitlements or Airport building permits to operate the business at its location. In applying for a building permit or other entitlement for a business, the applicant shall provide the business license account number. Notwithstanding anything to the contrary, this subsection shall not act to waive or any CC&R requirements which must be met separately.



### **§ 1.100 ISSUANCE, FORM AND CONTENT OF LICENSE.**

(A) A license will not be issued until an application has been completed and filed with the Airport, all applicable fees have been paid, and all Airport officers or departments required to investigate the application have approved such issuance. However, the Airport shall make every attempt practicable to complete any review or investigation within 20 working days of receipt of the completed application with all supporting documentation. If a license is not issued within 20 working days of the receipt of the application, the applicant shall be informed of the reason(s) why the license has not yet been issued or will not be issued.

(B) The issuance of a business license shall not be deemed evidence that a person, organization, institution, firm or corporation operating a business in the Airport is in fact in compliance with all ordinance rules or regulations of the Airport or that the person has applied for or has been issued all permits or certificates which otherwise may be required.

(C) A business license shall be prepared and issued upon approval by Airport Administration.

(D) Each license shall state on its face the following:

- (1) The name of the business or person to whom the license is issued;
- (2) The location of the business;
- (3) The date of the issuance of the license;
- (4) The expiration date of the license;
- (5) The license control number, unique to each license;
- (6) The official seal of the Airport; and
- (7) Such other and further information as the Airport Board shall deem appropriate from time to time.

### **§ 1.110 GROUNDS FOR BUSINESS LICENSE DENIAL OR LICENSE REVOCATION.**

A business license or renewal of a license may be denied or revoked for any of the following reasons, including, but not limited to:

(A) The application is not on the form provided or does not contain the required information;

(B) The application contains materially false information;

(C) Noncompliance with requirements of this chapter, any Monterey Peninsula Airport District Ordinance or otherwise applicable regulations;

(D) The vehicle to be used in the business is inadequate or unsafe for the purpose for which it is to be used, or the building or structure where the business is located does not comply with all laws;

(E) The business would interfere with or unreasonably obstruct the free flow of vehicular traffic, with other means of travel on any public street, or with pedestrian traffic on the sidewalks;

(F) Appropriate permits for the business have not been obtained from the state, county or Airport;

(G) The conduct of the business or activity will be contrary to law;

(H) The conduct of the business or activity will interfere with the preservation of the public peace, health, safety or welfare of the public; or

(I) The business does not comply with applicable Community Development, Building and Safety, Fire, and/or Police requirements and/or other regulations.

### **§ 1.120 REFUNDS.**

Each business license initial and/or renewal application shall be accompanied by a mandatory filing or renewal fee in an amount determined by resolution of the Airport Board along with any additional applicable fees, including but not limited to zoning review and state CASp fees due at the time of application and/or renewal.

(A) The license fee is to compensate the Airport for the cost of administering this chapter, and such fee is not refundable, with the exception where a business license issuance or business license renewal is not approved, in which case, the base fee will be refunded along with the State CAsP Fee.

(B) Notwithstanding the foregoing, zoning review fees are not refundable.

#### **§ 1.130 POSTING OF LICENSE.**

(A) Every business license shall at all times be posted in a conspicuous place upon the premises where such business is conducted and shall be produced in response to a request from the Airport, duly authorized law enforcement officers, and Airport code enforcement officers.

(B) Mobile operators shall have the license or a copy of it available in their vehicles.

#### **§ 1.140 TRANSFER OF BUSINESS LICENSE.**

(A) When a licensed business is transferred from one location to another location within the Airport, the current license may be amended in writing by the Airport to authorize the conduct of the business at the new location with a submittal and Airport approval for a "request for transfer of business license" without requiring a new business license fee but subject to a business address change fee and zoning review and fee.

(B) A home occupation's relocation to a commercial location requires a new application for a business license.

(C) Otherwise, application for any transfer or assignment shall be filed on a form provided by the Airport for that purpose prior to the effective date of the transfer or assignment. The transfer application shall not be deemed filed unless the form has been filled out completely and accurately by the licensee or such person's duly authorized representative and current fees paid including a change of address fee.

(D) A transfer or assignment from one person to another is not allowed.

#### **§ 1.150 DUPLICATE LICENSE.**

A duplicate license certificate may be issued to replace any license issued hereunder which has been lost or destroyed where such license holder submits a statement of such fact and provides payment of a duplicate license fee in the amount established by resolution of the Airport Board.

#### **§ 1.160 INSPECTIONS AND ENFORCEMENT.**

(A) For the purpose of enforcing the provisions of this chapter, a building and safety inspector, fire inspector, code enforcement officer, peace officer or other authorized agent employed by the Airport may enter free of charge, at any reasonable time, any place of business for which a business license has been granted or which is required by this chapter to make inspections. The purpose of such entry, at least on an annual basis, shall be to inspect the premises, grounds, facilities and structures located therein for compliance with all applicable imposed by the provisions of this chapter, the Monterey Peninsula Airport District Ordinances, state/local building and fire code requirements, and all other applicable requirements and it shall be unlawful for any such person to fail or refuse to make available the necessary access.

(B) When the business license application indicates that there may be additional regulatory issues regarding the home occupation or business (including, but not limited to, the disposal of materials in a manner requiring compliance with NPDES requirements or storage of materials in a manner which may constitute a fire risk) which could impact public health, safety or welfare, the Airport shall require the applicant to deposit an additional fee equal to the cost of a regulatory inspection. Such regulatory inspection fees may be collected on an annual basis along with the business license fee. The fee shall fund the cost of an annual inspection. If the

inspection is not performed within the one year period, the holder of the license may request that the fee be refunded or credited toward the following year's fees.

(C) The Airport may initiate enforcement actions against business license holders whose business premises are found upon inspection to be in violation of such requirements and will be subject to license revocation. In addition to any other costs or penalties, the business license holder shall be liable to the Airport for the costs of such inspection and subsequent inspections. An annual inspection cost shall be added to such license fee. Any unpaid inspection costs shall be added to fees owing and no license shall be issued until amounts outstanding are paid in full.

#### **§ 1.170 ACCEPTANCE OF THIS CHAPTER.**

By doing business within the Airport, applying for a business license and any renewal thereof), each business agrees to be bound by the provisions of this chapter, to cooperate with the Airport for enforcement of this chapter, and authorizes the Airport and its agents and employees to obtain and verify information regarding that business as well as to engage in reasonable inspections and investigations and to provide access therefor.

#### **§ 1.180 POWERS AND DUTIES OF THE AIRPORT.**

(A) The Airport may enforce the provisions of this chapter with duly authorized law enforcement officers, code enforcement or building and safety officers. The Airport shall have the authority to enter, examine all places of business within the Airport and the business's license records or business vehicles to confirm compliance with this chapter.

(B) The Airport performing the duties under this chapter shall have access to state and local summary criminal history information in order to fulfill their duties. Labor Code Section 432.7, Stats. 1974 and Ch. 1321 shall apply to such information.

(C) Subject to the Airport's retention schedule, the Airport shall keep a record of all business licenses issued, the term, to whom issued, the location of the business, the amount of the fee paid and any other information as directed by the Airport Board.

#### **§ 1.190 UNLAWFUL BUSINESS.**

A determination under this chapter may be appealed as set out in the Rules and Regulations for the Monterey Peninsula Airport District. No business license issued pursuant to this ordinance shall be construed as authorizing the conduct of or continuance of any occupation, use or activity of any kind which is prohibited by this the Rules and Regulations, this Ordinance, state or federal law or regulation.

#### **§ 1.200 APPEAL.**

A determination under this chapter may be appealed as set out in Article 10 of the Rules and Regulations of the Monterey Peninsula Airport District Ordinance.

#### **§ 1.210 VIOLATION; PENALTY.**

A violation of this chapter shall constitute a misdemeanor or infraction, whichever may be charged. A violation of this chapter also constitutes a public nuisance. This chapter may be enforced by the Airport by any available means, including, but not limited to, administrative citation or injunction pursuant to the Rules and Regulations, and Ordinances of the Monterey Peninsula Airport District.

SECTION 3: That any person, firm or corporation violating any provision of the code adopted hereby or failing to comply therewith, or violating or failing to comply with any order made thereunder, or who shall build in violation of any detailed statement of specifications or plans

submitted and approved thereunder, or any certificate or permit issued thereunder shall be deemed guilty of a misdemeanor or infraction, whichever may be charged, and, upon conviction thereof, shall be punishable by a fine not to exceed One Thousand Dollars (\$1,000) or by imprisonment in the county jail for not to exceed six (6) months, or both fine and imprisonment. Each separate day or portion thereof, during which any violation occurs or continues, shall be deemed to constitute a separate offense. The imposition of any one penalty for any violation shall not excuse the violation or permit it to continue and all such violations shall be corrected or remedied by the person, firm or corporation responsible for the violation within a reasonable time. The application of any penalties provided for above shall not be held to prevent the enforced removal of any violation of the code hereby adopted.

**SECTION 4:** Compliance with the California Environmental Quality Act. The Board of Directors finds that this Ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines because it has no potential for resulting in physical change to the environment, directly or indirectly.

**SECTION 5:** Severability. If any section provision, of this Ordinance or the application thereof to any person or circumstances is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction or preempted by state legislation, such decision or legislation shall not affect the validity of the remaining portions of this Ordinance. The Board of Directors hereby declares that it would have passed this Ordinance and each and every section, subsection, sentence, clause or phrase hereof not declared invalid or unconstitutional without regard to any such decision or preemptive legislation.

This ordinance shall take effect on the 30<sup>th</sup> day after its adoption.

**PASSED TO PRINT** by the Board of Directors of the Monterey Peninsula Airport District at a meeting of October 20, 2021 by the following 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>

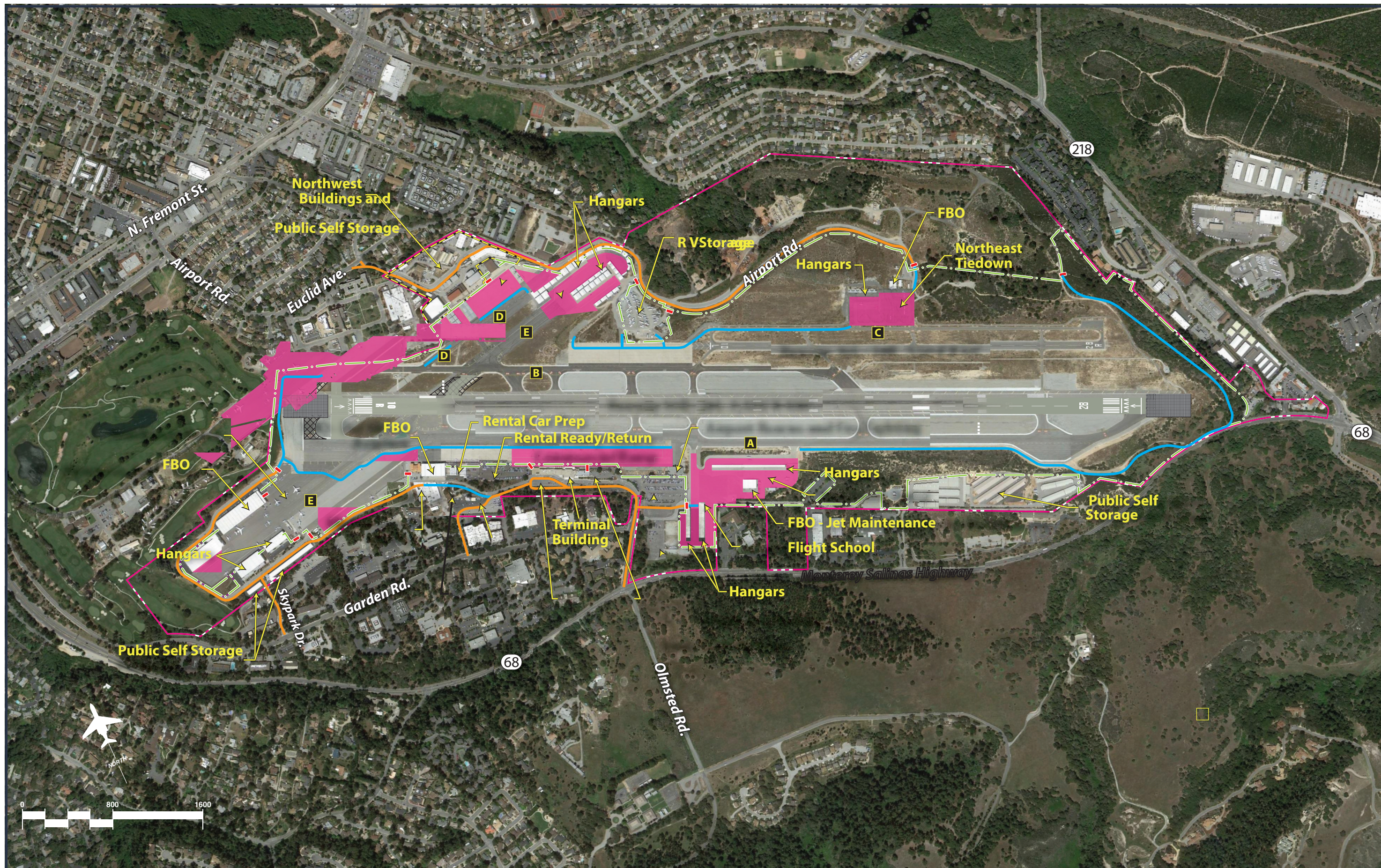
Signed this 20th day of October 2021

Michael La Pier, AAE, District Secretary

Publication Date:

EXHIBIT “A”







**AGENDA ITEM: H**  
**DATE:** July 21, 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 Whitney Robare, Superintendent of Field Operations](#)

**PLANNING AND DEVELOPMENT.**

[Planning, Environmental and Maintenance Monthly Project 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
P	09/04/21	16:00	UA	5410	D	This airport is so nice & neat & peaceful! Do you have any spare rooms upstairs big enough for an army cot & a foot locker?	Los Angeles, CA
P	09/14/21	-	AA	-	A	Everyone we have ever dealt with in Monterey Airport has been lovely. Even when we leave @ 5:30 AM, we are greeted with smiles and excellent attitudes. THANK YOU for that! Traveling is rather wild these days and courteous help is definitely appreciated.	-
P	09/14/21	-	AA	5761	-	Y'all have a very nice facility!	Oaklahoma City, OK
N	09/28/21	9:30	AA	5761	D	Unfriendly agent, asked to throw away a little paper and she replied, "there's a trash can right over there!!" Unnecessary. Can't we just be kind??!	Costa Rica



**AGENDA ITEM: H**  
**DATE:** October 12, 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.** August 2021 pre-audited 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**
- **CARES and CRRSA Draw Summary**

New in fiscal year 2021 the Airport implemented GASB 87 accounting for long-term unregulated leases. GASB 87 leases are treated as capital leases and recorded on the balance sheet as a GASB 87 Lease Receivable and GASB 87 Deferred Lease Income. In fiscal year 2022 you will see \$12,647,126 in both accounts. Similar to the GASB 68 Net Pension Liability and GASB 75 Other Post-Employment Benefits adjustments, GASB 87 adjustments will be recorded during the annual closing of the financial year and audit preparation process. Brandon Young with LSL will discuss the GASB 87 changes at the Finance Committee meeting in October and Board of Directors meeting in November.

August commercial airline enplanements increased 25.3% from July but Airline landings were well below budget (514 budget vs 396 actual) by 118 landings which impacted budgeted landing APRON fees. General aviation landings are 6.8% lower than July but well above budget by \$57.7K and travel related concessions (Woody's and Gifts & More) are exceeding their minimal annual guarantees by \$11.5K.

The Airport received the American Recovery Plan (ARP) Act grant in early August and an additional \$3.149M in funds are now available. No CARES or CRRSA Act draws were submitted in August. A CRRSA reimbursement request submitted for June (\$398.4K) and July (\$898.1K) expenses totaling \$1.298M was received in August. Total CRRSA Act reimbursement requests submitted are \$1.799M and the balance of AIP 74 (\$277K) and 75 (\$50K) is \$327K. Total CARES Act reimbursement requests submitted are \$3.82M and the balance available is \$8.84M.

**SUMMARY.** August 2021 combined Airport operating revenues are \$1.030M which is \$309.8K (43.0%) higher than budget (\$720.6K). The revenue variance resulted from a significant increase in General Aviation, Rental Car and Parking which offset lower than budget Commercial Airline operations. Non-Aviation and Other Operating sources continue to operate within regular budgeted revenues.

OPERATING REVENUES							
August 2021 ACTUAL	August 2021 BUDGET	VARIANCE		FYTD 2021 ACTUAL	FYTD 2021 BUDGET	VARIANCE	
		\$	%			\$	%
\$ 1,030,428	\$ 720,619	\$ 309,809	43.0%	\$ 1,918,534	\$ 1,428,240	\$ 490,294	34.3%

The revenue variances came from the following:

Commercial Aviation (CA) fees in August are well below budget (\$91.6K actual vs \$113.8K budget) by \$22.2K or 19.5%. The unfavorable variance came from lower Landing and APRON fees that were offset by higher Fuel Flowage fees. Aircraft landing volumes (396) are under budget (514) by 118 landings. The unfavorable landing variance came from the following budgeted flights: 31 Alaska (second San Diego flight), 32 American (additional PHX flight), 93 United landings (various SFO, DEN and LAS flights) that were offset by the addition of 38 JSX landings. August commercial airlines generated a decrease in enplanements from 20,920 in July to 20,459 passengers. Flight cancellations impacting revenues in August are 5 and include Allegiant (1), American (1) and United (3).

General Aviation (GA) operating revenues for August (\$237.0K) are \$87.4K or 58.4% higher than budget (\$149.6K) mostly attributed to car week. This favorable GA revenue variance resulted from significantly higher landing (\$51.7K) and Fuel Flowage (\$38.3K) fees that offset lower Airport hangar rents (\$2.8K). In August an average of 7 hangars were vacant.

In August, combined TCP permits, Taxi Permits/Trips, TNC Trips, Terminal Concessions, Rental Car and Parking Concessions (Concessions) revenues (\$347.6K) are \$235.3K or 209.6% higher than budget (\$112.3K). The favorable Concession variance comes from higher Taxi fees (\$3.6K) TNC Trip fees (\$10.1K), Terminal Concession (\$11.5K), Rental Car Commissions (\$144.6K) and Parking Concessions (\$65.3K).

August Non-Aviation Tenant revenues (\$186.2K) are over budget (\$181.3K) by \$4.8K or 2.7%. Most of the variance came from higher MHSS revenues of (\$1.4K) and higher RV storage fees (\$3.0K).

August Other Operating Revenues (\$18.5K) are over budget (\$16.7K) by \$1.7K or 10.4%. The variance came from higher utilities charges (\$2.6K) and was offset by lower Tenant Employee Parking, Decals & Badge fees and other Miscellaneous revenues (\$870).

OPERATING EXPENSES							
August 2021 ACTUAL	August 2021 BUDGET	VARIANCE		FYTD 2021 ACTUAL	FYTD 2021 BUDGET	VARIANCE	
		\$	%			\$	%
\$ 726,262	\$ 720,008	\$ (6,254)	0.9%	\$ 1,407,503	\$ 1,477,156	\$ 69,653	-4.7%

August operating expenses (\$726.3K) are over budget (\$720.1K) by \$6.3K or 0.9%. The expense

variance came from the following:

Salary & Wages and Employer Payroll Tax (Wages) Expenses (\$154.8K) for August are lower than budget (\$163.4K) \$8.6K or 5.24%. The lower Wages expense came from two custodial vacancies and higher staff capitalized labor (\$4.6K) for the Northside GA APRON project. In August two custodial candidates have been selected and are currently completing background checks. They are scheduled to start on September 1, 2021.

Employer Benefit Expenses (\$126.3K) for August are lower than budget (\$133.9K) by \$7.6K or 5.7%. Most of the variance is the result of lower CalPERS retirement and healthcare payments from the two vacant Custodial positions.

Personnel Related Expenses (\$12.7K) for August are over budget (\$6.1K) 6.6K or 107.4%. The variance comes from Temporary Personnel \$3.7K, Personnel Recruitment \$1.7K, Other Meetings / Workshops/ Travel \$3.4K that were offset by lower Dues and Subscriptions \$2.1K.

Business Related Expenses (\$41.9K) for August are over budget (\$27.2K) by \$14.7K or 53.9%. Most of the variance comes from a LAFCO fees invoice that was received in August but budgeted in July \$13.9K.

Expendable/Consumable Supplies & Materials expenses (\$6.1K) for August are under budget (\$11.6K) by \$5.6K or 48.0%. This favorable expense variance resulted from lower expenses in almost all supplies categories.

Repair & Maintenance expenses (\$32.4K) for August are under budget (\$38.9K) by \$6.5K or 16.8%. This favorable expense variance resulted from lower Airfield Repairs (\$7.1K), Rental Space Repairs and Maintenance (\$7.1K), Landscape & Grounds Repair & Maintenance (\$3.8K), General Repairs (\$4.5K) and District Vehicle Repairs (\$6.3K) that was offset by higher Terminal Repair & Maintenance \$21.9K.

Outside Services expenses (\$215.7K) for August are over budget (\$211.4K) by \$4.2K or 2.0%. In August OPS received the invoice for Surveillance Grid services and the expense was budgeted in July resulting in a timing difference in actual verses budget.

Professional Service expenses (\$76.6K) for August are over budget (\$68.4K) by \$8.2K or 12.0%. The unfavorable variance comes from higher Annual Audit / Accounting fees (\$3.1K) that are covered by the annual contract, unbudgeted Other Legal expenses (\$7.1K) and Administration & Finance expenses for renewal of Datawest annual software license (\$8.5K) that were offset by Architect & Engineer fees (\$2.0K), Computer LAN/IT fees (\$3.0K) and other small variances.

Marketing related expenses (\$22.7K) for August are over budget (\$17.4K) by \$5.2K or 12.0%. The variance includes slightly higher Chidlaw Marketing advertising (\$2.5K), California International Airshow sponsorship that was unbudgeted (\$4.0K) and other small variances. Combined Utilities expenses for August (\$33.8K) are under budget (\$38.1K) by \$4.4K or 11.4%.

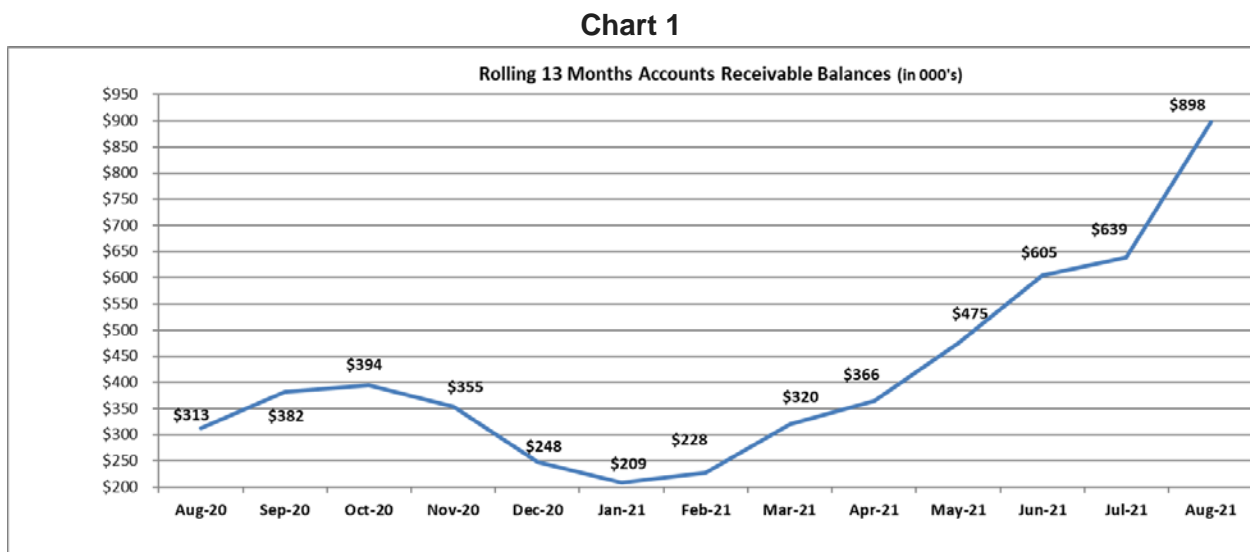
The variance came from lower electricity usage (\$910), lower water usage (\$2.1K) and lower solid waste disposal (\$1.4K).

The Airport's higher revenues and lower operating expenses in August resulted in an operating surplus of \$304.2K which is \$303.6K higher than the budgeted income of \$611. Fiscal year-to-date operating surplus is \$511.0K which is \$560.0K higher than the budget loss of \$49.0K.

OPERATING INCOME / (LOSS)							
August 2021 ACTUAL	August 2021 BUDGET	VARIANCE		FYTD 2021 ACTUAL	FYTD 2021 BUDGET	VARIANCE	
		\$	%			\$	%
\$ 304,166	\$ 611	\$ 303,555	49681.7%	\$ 511,031	\$ (48,916)	\$ 559,948	-1144.7%

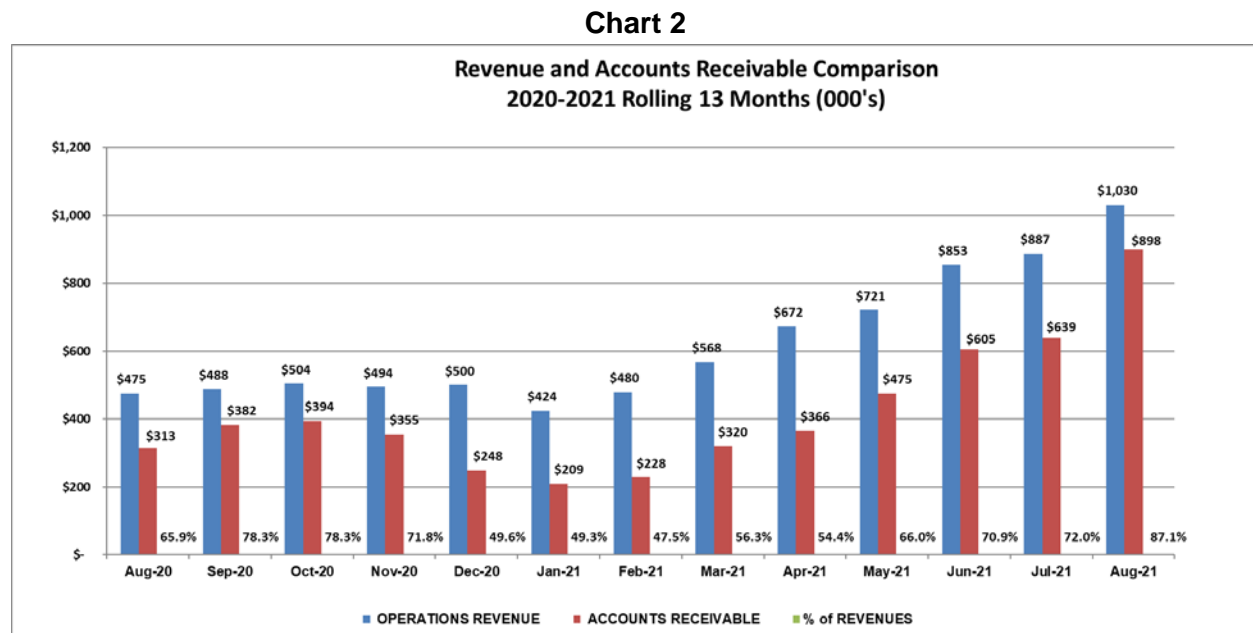
**ACCOUNTS RECEIVABLE.** The accounts receivable balance on August 31, 2021 is \$898.0K. This balance is \$258.4K or 40.4% higher than the July 31, 2021 balance of \$639.0K and 187.0% higher than the \$313K balance on August 31, 2020. The net accounts receivable balance over 60 days old on August 31, 2021, is a credit of \$7.4K. As of September 27, 2021, the over 60 days balance is a credit of \$2.3K and the net accounts receivable balance is \$226.7K

Chart 1 below depicts the accounts receivable balances by month for the 13 months from August 2020 to August 2021.



The balance of accounts receivable at month-end will align with operating revenues in that month. The month-end balance of accounts receivables historically is approximately 50% to 70% of revenues. On August 31, 2021, accounts receivables are 87.1% of revenues and the thirteen-month average is 67.1%. Included in the August accounts receivables balance is a bad debts reserve of \$10.0K.

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



**UNRESTRICTED CASH AND INVESTMENTS.** The unrestricted cash and investments balance on August 31, 2021, is \$7.50M and the unrestricted cash and investments balance on July 31, 2021 was \$6.19M, an increase of \$1.298M. The increase in unrestricted cash and investments came from a CRRSA ACT draw to cover June debt service payments, annual prepaid workers comp and July FY22 annual CalPERS Miscellaneous, Safety and PEPRA Unaccrued Pension Liability (UAL) prepayments.

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

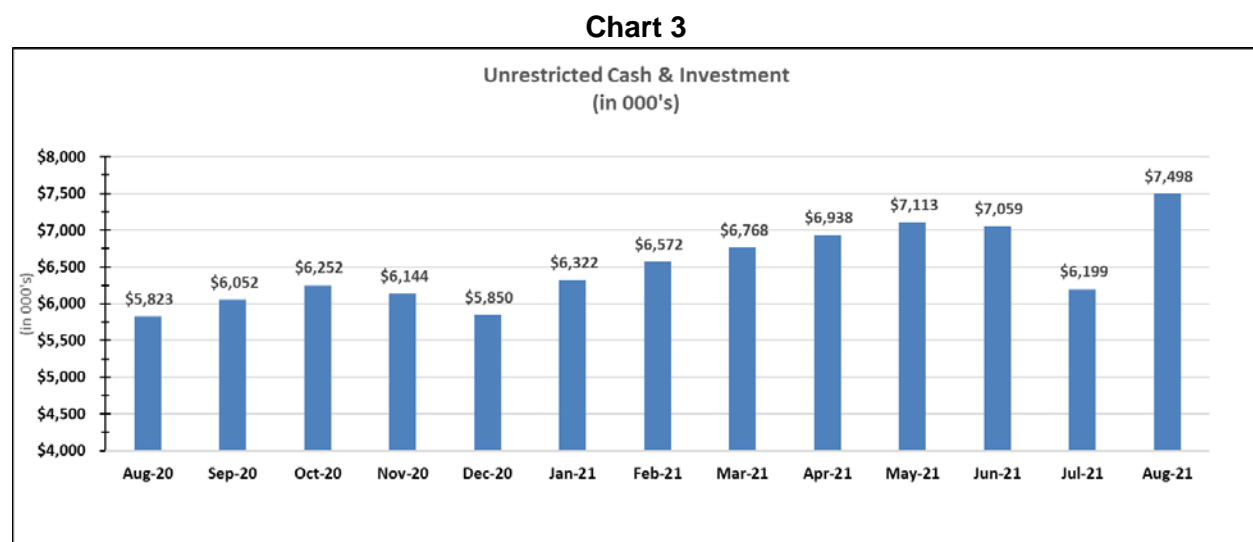


Table 1 presents simple load factors for fiscal years 2016 to 2022. Load factors indicate the customer utilization of available airline seat capacity which generally correlates to customer use of TCP, Taxi and TNC services, parking, and other support services. Simple load factors do not include non-revenue enplanements. Historically annual load factors range from approximately 70% to 77%. Commercial Airline aircraft types have a direct 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.

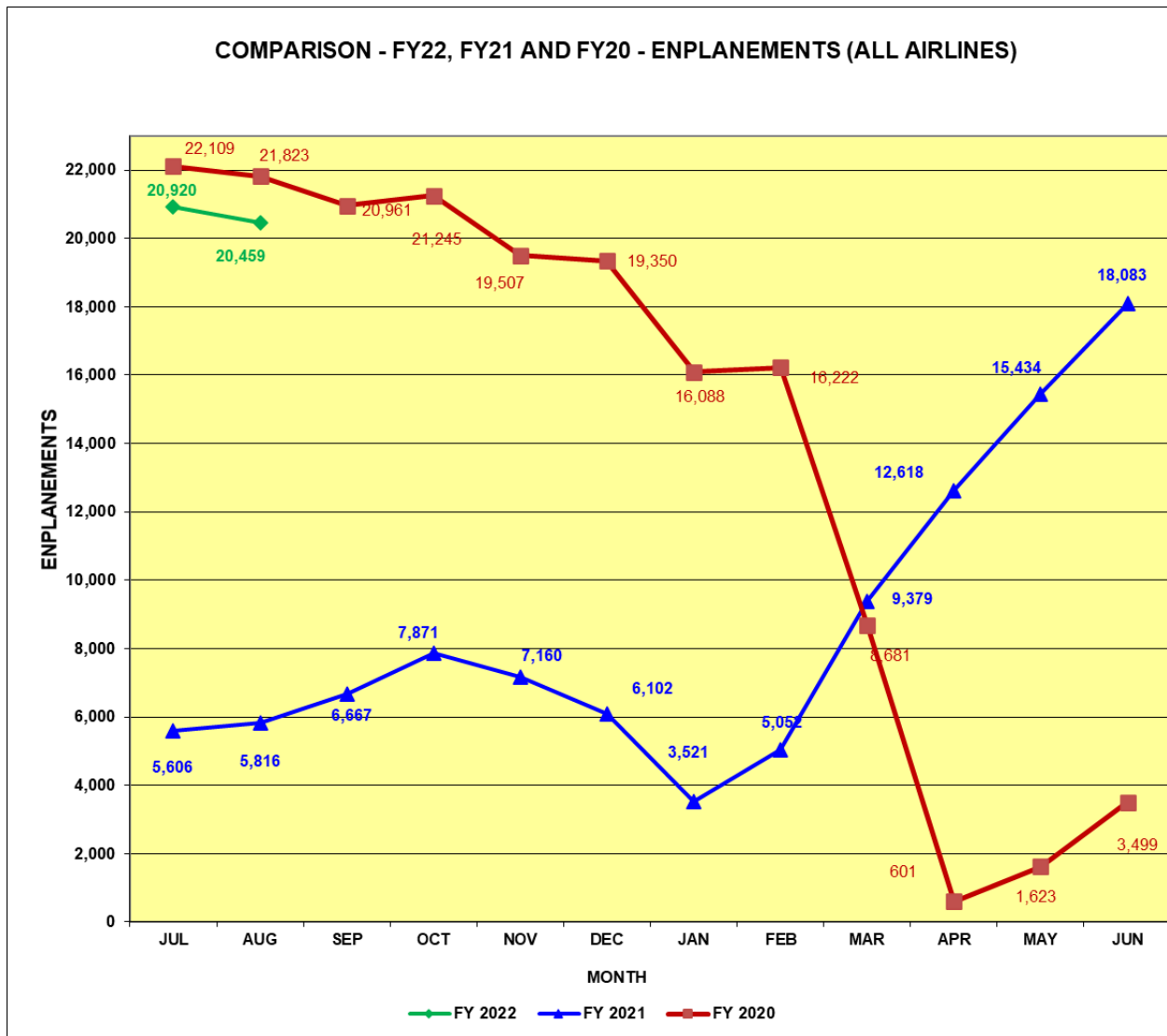
Airline specific simple load factors for August 2021 are Alaska SAN 77.2%, Alaska SEA 69.6%, American PHX 77.6%, American DFW 89.8%, United DEN 83.8%, United SFO/LAX 73.3%, Allegiant LAS 61.3%, Allegiant PDX 41.9 and JSX BUR/SNA 37.8%.

**Table 1**

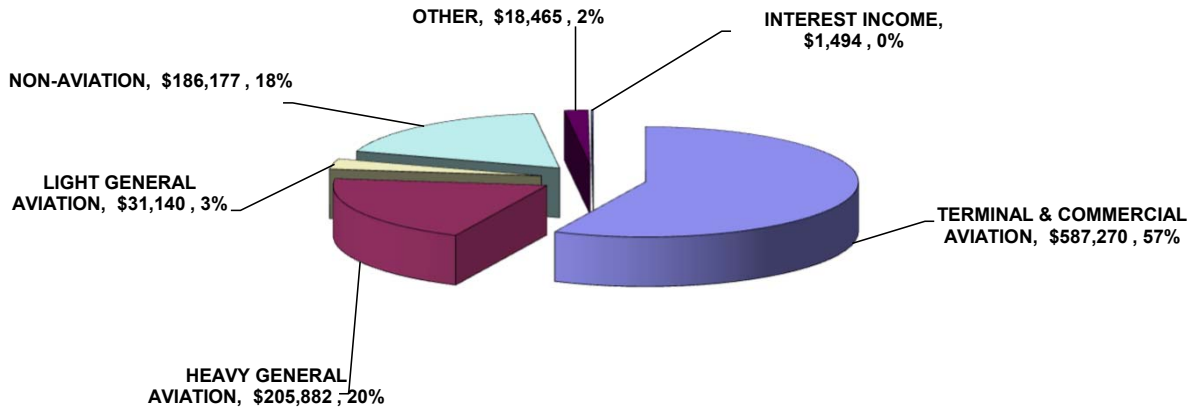
<b>August 2021</b>					<b>FYTD</b>			
<b>Load Factors</b>	<b>Enplanements</b>	<b>Available Seats</b>	<b>Flights</b>		<b>Load Factors</b>	<b>Enplanements</b>	<b>Available Seats</b>	<b>Flights</b>
<b>73.2%</b>	<b>20,459</b>	<b>27,952</b>	<b>396</b>		<b>78.4%</b>	<b>41,379</b>	<b>52,752</b>	<b>750</b>
<b>42.0%</b>	<b>5,816</b>	<b>13,860</b>	<b>193</b>		<b>43.8%</b>	<b>11,422</b>	<b>26,066</b>	<b>361</b>
<b>75.3%</b>	<b>21,823</b>	<b>28,970</b>	<b>437</b>		<b>74.7%</b>	<b>43,932</b>	<b>58,848</b>	<b>878</b>
<b>69.8%</b>	<b>15,537</b>	<b>22,262</b>	<b>331</b>		<b>69.0%</b>	<b>31,799</b>	<b>46,114</b>	<b>686</b>
<b>77.8%</b>	<b>16,450</b>	<b>21,148</b>	<b>335</b>		<b>74.4%</b>	<b>34,518</b>	<b>46,396</b>	<b>727</b>
<b>73.6%</b>	<b>17,589</b>	<b>23,900</b>	<b>367</b>		<b>75.6%</b>	<b>35,268</b>	<b>46,634</b>	<b>725</b>
<b>76.3%</b>	<b>16,248</b>	<b>21,282</b>	<b>359</b>		<b>76.3%</b>	<b>32,487</b>	<b>42,600</b>	<b>725</b>

Chart 4 below presents a comparison of monthly FY 2020, 2021 and 2022 enplanements, which represents the Airport's business cycle. When comparing enplanements for August 2021 (20,459) and July 2021 (20,920), enplanements decreased 11.2% or 461 enplanements. When comparing August 2021 to August 2020, enplanements increased 251% or 14,643 enplanements.

Chart 4

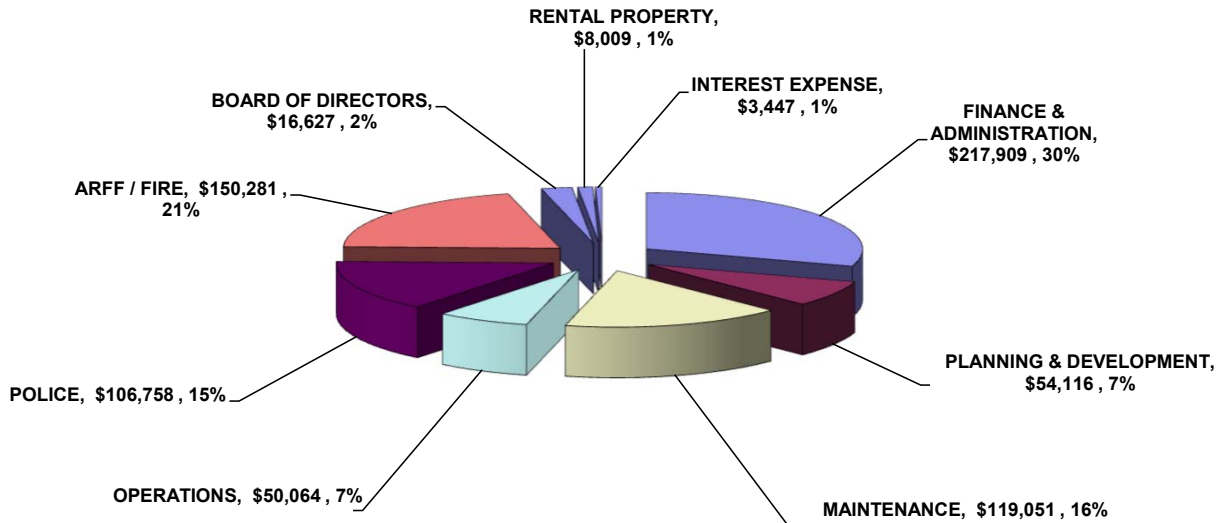


## August 2021 Operating Revenue



TOTAL OPERATING REVENUE: \$1,030,428

## August 2021 Operating Expense

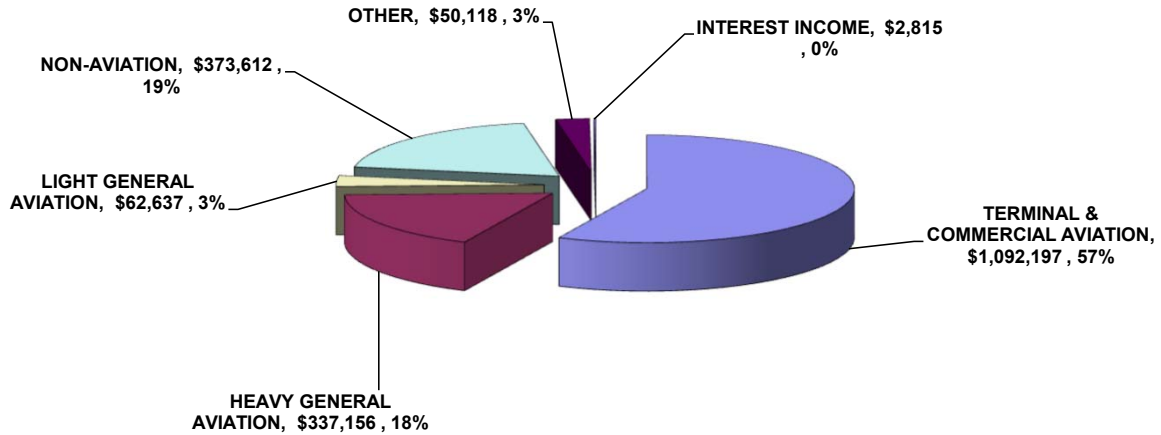


TOTAL OPERATING EXPENSE: \$726,262



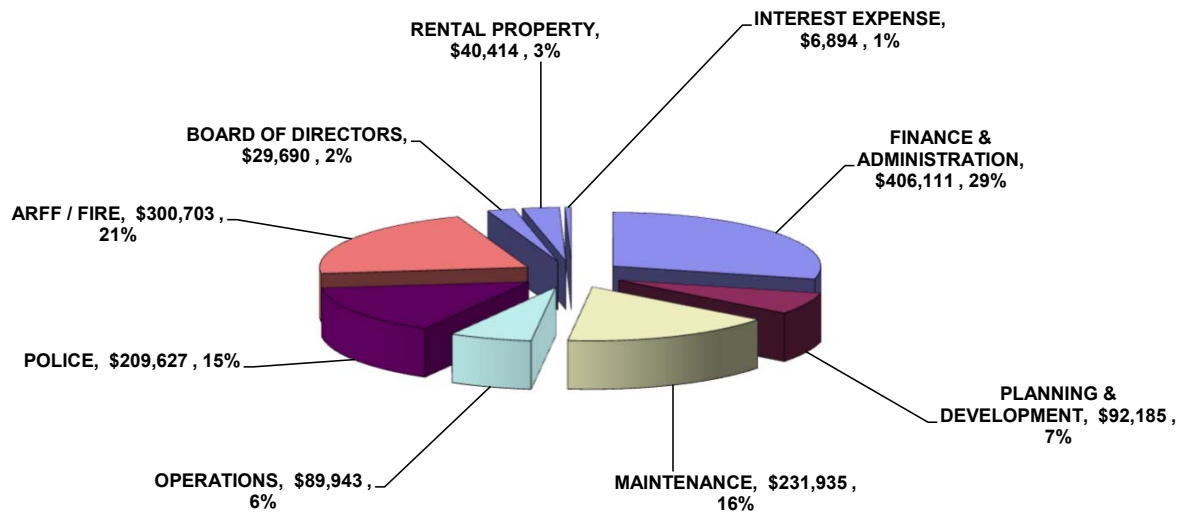
*Monterey Peninsula Airport District*

**FY 2022 (July 21 - August 21) YTD Operating Revenue**



**TOTAL OPERATING REVENUE: \$1,918,534**

**FY 2022 (July 21 - August 21) YTD Operating Expense**



**TOTAL OPERATING EXPENSE: \$1,407,503**

# AIRPORT DISTRICT OPERATING AND FINANCIAL PERFORMANCE SUMMARY

## August 31, 2021

OPERATING STATISTICS	Aug-21	Budget		Aug-20	YTD FY 22	Budget	
<b>AIRPORT ACTIVITY</b>							
Air Carrier Landings <sup>1</sup>	396	514	-23.0%	193	750	1,028	-27.0%
Passengers (emp/dep)	40,877			11,312	83,055		
Total Cargo (in pounds)	53,636			46,677	103,289		
Commercial	2,101			1,046	3,531		
General Aviation	3,620			2,135	6,925		
Military	326			55	675		
<b>TOTAL AIRCRAFT OPERATIONS</b>	<b>6,047</b>			<b>3,236</b>	<b>11,131</b>		
<b>VEHICLE EXIT COUNT</b>							
Long Term (1) Lot	2,165			581	3,929		
Upper Short Term (2) Lot	2,033			598	4,308		
Lower Short Term (3) Lot	5,495			2,641	11,035		
<b>TOTAL VEHICLE EXIT COUNT</b>	<b>9,693</b>			<b>3,820</b>	<b>19,272</b>		

1 Cancelled Flight Landings: Current Month = 5 (0 - Alaska /1 - Allegiant /1- American /3- United) FYTD = 15 (2 - Alaska /4 - Allegiant /6- American /3 - United)

	Aug 21 ACTUAL	Aug 21 BUDGET	%	Aug 20 ACTUAL	YTD FY 22		
					ACTUAL	BUDGET	%
OPERATING REVENUE							
TERMINAL							
CA Landing, Apron, RON and Fuel Flowage Fees	91,593	113,835	-19.5%	40,944	173,101	227,610	-23.9%
Rents	148,080	145,119	2.0%	19,931	295,317	290,238	1.8%
TCP Operator Permits	470	300	56.6%	300	903	600	50.5%
Taxi Operator Permits & Trip Fees	5,293	1,735	205.0%	1,601	9,391	3,084	204.5%
TNC Permits & Trip Fees	14,535	4,467	225.4%	4,467	28,284	8,490	233.1%
Concessions	22,053	10,518	109.7%	6,124	31,012	17,449	77.7%
Rental Car	217,537	72,905	198.4%	74,065	386,855	135,649	185.2%
Parking	87,710	22,341	292.6%	8,708	167,334	43,641	283.4%
HEAVY GENERAL AVIATION							
GA Landing Fees	80,142	28,404	182.2%	28,404	116,857	53,938	116.7%
FBO Rent	57,780	57,780	0.0%	28,733	115,560	115,560	0.0%
Fuel Fees	67,960	29,646	129.2%	25,780	104,738	56,247	86.2%
LIGHT GENERAL AVIATION							
	31,140	33,815	-7.9%	36,202	62,637	67,630	-7.4%
NON AVIATION							
	186,177	181,372	2.6%	181,775	373,612	364,091	2.6%
OTHER OPERATING REVENUE							
	18,465	16,731	10.4%	17,256	50,118	40,712	23.1%
INTEREST INCOME							
	1,494	1,650	-9.4%	943	2,815	3,300	-14.7%
TOTAL OPERATING REVENUE	\$ 1,030,428	\$ 720,619	43.0%	\$ 475,233	\$ 1,918,534	\$ 1,428,240	34.3%
	*	*			*	*	
OPERATING EXPENSE							
					\$ 490,294		
Finance & Administration	217,909	179,584	21.3%	166,581	406,111	366,263	10.9%
Planning & Development	54,116	63,585	-14.9%	43,073	92,185	111,267	-17.1%
Maintenance & Custodial Services	119,051	139,373	-14.6%	133,889	231,935	288,119	-19.5%
Airport Operations	50,064	48,822	2.5%	45,767	89,943	98,469	-8.7%
Police Department	106,758	107,759	-0.9%	92,275	209,627	215,518	-2.7%
ARFF /Fire Services	150,281	156,790	-4.2%	179,062	300,703	313,580	-4.1%
Board of Directors	16,627	13,708	21.3%	10,898	29,690	27,416	8.3%
Office Rentals	8,009	6,940	15.4%	9,040	40,414	49,630	-18.6%
Interest Expense	3,447	3,447	0.0%	4,881	6,894	6,894	0.0%
TOTAL OPERATING EXPENSE	\$ 726,262	\$ 720,008	0.9%	\$ 685,465	\$ 1,407,503	\$ 1,477,156	-4.7%
OPERATING INCOME / (LOSS)							
	\$ 304,166	\$ 611	49709.4%	\$ (210,233)	\$ 511,031	\$ (48,916)	-1144.7%
DISTRICT CAPITAL EXPENDITURES							
	\$ 13,676	\$ 145,550	-90.6%	\$ 1,318	\$ 13,676	\$ 522,550	-97.4%
DEBT SERVICE - PRINCIPAL ONLY							
	\$ 48,164			\$ 45,942	\$ 96,327		

**FISCAL YEAR 2021**  
**Airport Capital Improvements / Capital Expenditures**  
**FINANCIAL STATEMENTS UNAUDITED**  
**August 31, 2021**

**Airport Improvement Programs**

	Actual FY 2021 Current Period		Prior Fiscal Year Current Period		Actual FY 2022 Year-To-Date		Prior Fiscal Year Year-To-Date	
District Expenditures	2,390.28	0.2%	1,318.00	0.0%	2,390.28	0.1%	143,032.70	4.1%
AIP -- FAA Funded Expenditures	1,114,310.10	91.0%	3,060,469.51	90.6%	2,314,128.78	90.8%	3,060,469.51	87.0%
AIP -- PFC Funded Expenditures	96,425.88	7.9%	315,296.50	9.3%	221,393.46	8.7%	315,553.00	9.0%
AIP -- CFC Funded Expenditures	11,286.00	0.9%	0.00	0.0%	11,286.00	0.4%	0.00	0.0%
<b>Total Capital Improvement Expenditures</b>	<b>1,224,412.26</b>	<b>99%</b>	<b>3,377,084.01</b>	<b>100%</b>	<b>2,549,198.52</b>	<b>100%</b>	<b>3,519,055.21</b>	<b>100%</b>

**District Capitalized Acquisitions / Expenditures By Department**

Finance & Administration	-		-		-		-	
Planning & Development	-		-		-		-	
Maintenance & Custodial Services	-		-		-		-	
Airport Operations	-		-		-		-	
Police	-		-		-		-	
ARFF / Fire	-		-		-		-	
<b>Total Capital Acquisition Expenditures</b>	<b>-</b>	<b>0%</b>	<b>-</b>		<b>0.00</b>	<b>0%</b>	<b>0.00</b>	<b>0%</b>

**Consolidated**

District Expenditures	2,390.28	0.2%	1,318.00	0.0%	2,390.28	0.1%	143,032.70	4.1%
AIP -- FAA Funded Expenditures	1,114,310.10	91.0%	3,060,469.51	90.6%	2,314,128.78	90.8%	3,060,469.51	87.0%
AIP -- PFC Funded Expenditures	96,425.88	7.9%	315,296.50	9.3%	221,393.46	8.7%	315,553.00	9.0%
AIP -- CFC Funded Expenditures	11,286.00	0.9%	0.00	0.0%	11,286.00	0.4%	0.00	0.0%
<b>Total Capital Expenditures</b>	<b>1,224,412.26</b>	<b>100%</b>	<b>3,377,084.01</b>	<b>100%</b>	<b>2,549,198.52</b>	<b>100%</b>	<b>3,519,055.21</b>	<b>100%</b>

**FY 2021/22 District Capital Expenses/Budget:**

	Actual PTD		Budget PTD R2		Actual YTD		Budget YTD R2	
2019-01 Infield Safety Area Rehab Phase 1	-		-		-		-	
2019-03 Water Distribution System	11,286.00		26,550.00		11,286.00		58,550.00	
2020-12 Northside GA Apron Construction	-		-		-		-	
2020-13 Northside VSR Improvement	-		-		-		-	
2020-14 Demolish Building 505	-		-		-		220,000.00	
2020-11 PG&E Lighting Project F&K	-		-		-		-	
2021-03 Electric Vehicle DC Fast Chgr	-		-		-		-	
2022-01 SEP Phase B1/B2/B3-ARFF Design	722.78		-		722.78		-	
2022-02 Replacment Vehicles	-		48,000.00		-		83,000.00	
2022-03 Terminal Refresh	1,667.50		46,000.00		1,667.50		91,000.00	
2022-04 IT-Upgrades	-		25,000.00		-		70,000.00	
	<b>13,676.28</b>	<b>FIX</b>	<b>145,550.00</b>		<b>13,676.28</b>	<b>FIX</b>	<b>522,550.00</b>	

**FISCAL YEAR 2022**  
**Schedule Of Investments**  
**FINANCIAL STATEMENTS UNAUDITED**

	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Value At 08/31/21</u>	<u>Interest Rate</u>
<b>Money Market Account - MPAD</b>				
State of California - Local Agency Investment Fund	Various	Various	<u>\$4,134,257.50</u>	0.480%
<b>Money Market Account - MPAD</b>				
JP Morgan Chase - District Reserve - Money Market Account			<u>\$2,009,457.19</u>	0.01%
<b>Debt Service Accounts - MPAD</b>				
JP Morgan Chase - Pension Obligation Bonds and California Energy Commission Loan Reserve			<u>\$293,033.86</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%
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%
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%
Cash And Cash Equivalents	Various	Various	490,848.54	
			<u>\$1,060,848.54</u>	Variable
<b>Sub-Total: MPAD INVESTMENTS:</b>			<u><b>\$7,497,597.09</b></u>	

**FISCAL YEAR 2022**  
Schedule Of Investments  
FINANCIAL STATEMENTS UNAUDITED

	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Value At 08/31/21</u>	<u>Interest Rate</u>
<b>Tenant's Security Deposits &amp; Certificates of Deposit - RESTRICTED</b>				
JP Morgan Chase - Money Market Account			\$445,908.65	0.01%
<b>Passenger Facility Charges (PFCs) - RESTRICTED</b>				
JP Morgan Chase - Passenger Facility Charges (PFCs)			274,787.47	0.01%
<b>Customer Facility Charges (CFCs) - RESTRICTED</b>				
JP Morgan Chase - Customer Facility Charges (CFCs)			897,591.65	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	0.00	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%
Cash and Cash Equivalents	Various	Various	551,936.48	Variable
			<u>\$1,051,936.48</u>	
<b>Sub-Total: MPAD Investments - RESTRICTED:</b>			<u><b>\$2,670,224.25</b></u>	
<b>Total MPAD Investment Portfolio:</b>			<u><u><b>\$10,167,821.34</b></u></u>	

MONTEREY PENINSULA AIRPORT DISTRICT  
FINANCIAL STATEMENTS UNAUDITED

	FY 2022 CURRENT-PERIOD ACTUAL	FY 2022 YEAR-TO-DATE ACTUAL
<b>SOURCES AND USES OF CASH -- OPERATIONS</b>		
<b>SOURCES OF CASH</b>		
CASH RECEIVED - OPERATING REVENUE	\$ 1,028,934	\$ 1,915,719
CASH RECEIVED - INTEREST INCOME	1,494	2,815
CASH RECEIVED	<u>\$ 1,030,428</u>	<u>\$ 1,918,534</u>
<b>USES OF CASH -- OPERATIONS</b>		
CASH DISBURSED - OPERATING EXPENSE <sup>1</sup>	\$ 722,815	\$ 1,400,609
CASH DISBURSED - DEBT SERVICE (INTEREST EXPENSE) <sup>2&amp;3</sup>	3,447	6,894
CASH DISBURSED - DEBT SERVICE (PRINCIPAL REDUCTION) <sup>2&amp;3</sup>	48,164	96,327
CASH DISBURSED	<u>\$ 774,426</u>	<u>\$ 1,503,830</u>
CHANGE IN CASH POSITION FROM OPERATIONS & DEBT SERVICE	<u>\$ 256,002</u>	<u>\$ 414,704</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>	\$ 13,676	\$ 13,676
CASH DISBURSED	<u>\$ 13,676</u>	<u>\$ 13,676</u>
CHANGE IN CASH POSITION FROM CAPITAL PROGRAM	<u>\$ (13,676)</u>	<u>\$ (13,676)</u>
<sup>4</sup> District-funded capital plan for FY21		
CHANGE IN CASH POSITION FROM OPERATIONS, CAPITAL & DEBT SERVICE	<u>\$ 242,326</u>	<u>\$ 401,028</u>
<b>PAID FROM 2021 OPERATING INC:</b>	<b>DATE PAID</b>	<b>PAID UNAMORTIZED</b>
POB PRINCIPAL PAYMENTS	Semiannual Payment DEC & JUN	-
CEC LOAN PRINCIPAL PAYMENTS	Semiannual Payment DEC & JUN	-
PG&E PAYMENTS	Monthly Payments	4,441.66 (8,883.32)
WORKER'S COMP PREPAID	7/1/2021 and 7/1/2022	(118,840.00) (98,733.46)
UAL PREPAID 07-01-2020	07/01/20	(898,139.00) (748,449.17)
TOTAL OUT FLOWS	(114,398.34)	<u>\$ (455,038)</u>
FAA CARES and CRRSA Act Grant Billed FYTD		898,139
CASH CHANGE OVER/(UNDER) FROM CARES Act Grant		<u>\$ 443,101</u>

# INVOICE SUMMARY FOR DEVELOPMENT PROJECT

## Grant Recipient Information (Sponsor)



CARES ACT GRANT  
ADMINISTRATIVE

Name	Monterey Peninsula Airport District	Grant Number	3-06-0159-071-2020
Airport	Monterey Regional Airport	Description	CARES ACT GRANT
Address	200 Fred Kane Drive, Suite 200		
City/State	Monterey, California, 93940	Reimbursement No.	10
		Federal Share:	100%

Grant 03-06-0159-071-2020

PROJECT TOTAL \$ 12,664,025.00

Vendor	Description	Invoice Date	Request #	Invoice No.	AIP Eligible Costs	Cumulative	Account Balance	100%	Date Submitted
MPAD	Shelter-In-Place Payroll	3/31/2020	1	SIP-01	\$ 25,461.04	\$ 25,461.04	\$ 12,638,563.96	\$ 25,461.04	6/2/2020
MPAD	Shelter-In-Place Payroll	4/15/2020	1	SIP-02	\$ 28,982.78	\$ 54,443.82	\$ 12,609,581.18	\$ 28,982.78	6/2/2020
MPAD	Shelter-In-Place Payroll	4/30/2020	1	SIP-03	\$ 20,796.75	\$ 75,240.57	\$ 12,588,784.43	\$ 20,796.75	6/2/2020
City of Del Rey Oaks	Law Enforcement Services	4/1/2020	1	2020-APR	\$ 94,736.93	\$ 169,977.50	\$ 12,494,047.50	\$ 94,736.93	6/2/2020
City of Monterey	Fire Services	3/1/2020	1	87384	\$ 134,423.00	\$ 304,400.50	\$ 12,359,624.50	\$ 134,423.00	6/2/2020
DRAWDOWN #1					\$ 304,401.00				
City of Del Rey Oaks	Law Enforcement Services	5/1/2020	2	2020-MAY	\$ 94,736.93	\$ 399,137.43	\$ 12,264,887.57	\$ 94,736.93	6/25/2020
City of Monterey	Fire Services	4/1/2020	2	87667	\$ 134,423.00	\$ 533,560.43	\$ 12,130,464.57	\$ 134,423.00	6/25/2020
CA Energy Commission	Solar Loan	5/2/2020	2	10713	\$ 89,851.52	\$ 623,411.95	\$ 12,040,613.05	\$ 89,851.52	6/25/2020
Engle Services U.S. Inc.	Solar Maintenance Contract	4/23/2020	2	90007277	\$ 22,352.03	\$ 645,763.98	\$ 12,018,261.02	\$ 22,352.03	6/25/2020
LSL CPAs	Annual Audit / Accounting	4/30/2020	2	38310	\$ 10,500.00	\$ 656,263.98	\$ 12,007,761.02	\$ 10,500.00	6/25/2020
California American Water	Utilities - Water	4/27/2020	2	20844704AP20	\$ 7,723.49	\$ 663,987.47	\$ 12,000,037.53	\$ 7,723.49	6/25/2020
Cole Huber LLP	District Legal Counsel	4/20/2020	2	34364	\$ 7,500.00	\$ 671,487.47	\$ 11,992,537.53	\$ 7,500.00	6/25/2020
Engle Services U.S. Inc.	Solar Monitoring Contract	5/26/2020	2	90008462	\$ 6,543.00	\$ 678,030.47	\$ 11,985,994.53	\$ 6,543.00	6/25/2020
Lean Engineering	Charted Visual Approach	3/3/2020	2	L1461801A-05	\$ 187.50	\$ 678,217.97	\$ 11,985,807.03	\$ 187.50	6/25/2020
AMERICAN FLOORS	Carpet Replacement	2/4/2020	2	17173	\$ 30,817.50	\$ 709,035.47	\$ 11,954,989.53	\$ 30,817.50	6/25/2020
U.S. BANK CORPORATE PAYMENT	Bathroom Signs Artwork	3/10/2020	2	42460445MR20 -	\$ 205.00	\$ 709,240.47	\$ 11,954,784.53	\$ 205.00	6/25/2020
Wood Environment & Infrastructure	SWRCB Water Analysis	3/3/2020	2	S41103466	\$ 22,616.71	\$ 731,857.18	\$ 11,932,167.82	\$ 22,616.71	6/25/2020
Wood Environment & Infrastructure	SWRCB Water Analysis	4/7/2020	2	S41103541	\$ 62,955.25	\$ 794,812.43	\$ 11,869,212.57	\$ 62,955.25	6/25/2020
Wood Environment & Infrastructure	SWRCB Water Analysis	5/11/2020	2	S41103620	\$ 17,113.77	\$ 811,926.20	\$ 11,852,098.80	\$ 17,113.77	6/25/2020
DRAWDOWN #2					\$ 507,526.00				
The Bank of New York Mellon	POB Bond Payment	5/8/2020	3	20200630	\$ 189,734.00	\$ 1,001,660.20	\$ 11,662,364.80	\$ 189,734.00	7/8/2020
City of Monterey	Fire Services	5/1/2020	3	88016	\$ 134,423.00	\$ 1,136,083.20	\$ 11,527,941.80	\$ 134,423.00	7/8/2020
City of Del Rey Oaks	Law Enforcement Services	6/4/2020	3	2020-JUNE	\$ 94,736.93	\$ 1,230,820.13	\$ 11,433,204.87	\$ 94,736.93	7/8/2020
L.N. Curtis & Sons	ARFF Vehicle Supplies & Materials	6/23/2020	3	PINV569687	\$ 15,197.06	\$ 1,246,017.19	\$ 11,418,007.81	\$ 15,197.06	7/8/2020
California American Water	Utilities - Water	6/1/2020	3	20844704MY20	\$ 11,751.85	\$ 1,257,769.04	\$ 11,406,255.96	\$ 11,751.85	7/8/2020
Home Depot Pro	Maintenace Supplies	6/12/2020	3	556495497	\$ 4,348.91	\$ 1,262,117.95	\$ 11,401,907.05	\$ 4,348.91	7/8/2020
Monterey One Water	Utilities - Sewer	5/31/2020	3	03-010915MY20	\$ 4,117.68	\$ 1,266,235.63	\$ 11,397,789.37	\$ 4,117.68	7/8/2020
Regional Government Services	Human Resource Services	5/31/2020	3	11047	\$ 3,458.69	\$ 1,269,694.32	\$ 11,394,330.68	\$ 3,458.69	7/8/2020
Surveillance Grid Integration Inc.	Security Services	6/8/2020	3	1142	\$ 3,000.00	\$ 1,272,694.32	\$ 11,391,330.68	\$ 3,000.00	7/8/2020
Alvarez Technology Group, Inc.	Information Technology Services	6/1/2020	3	55340	\$ 2,426.00	\$ 1,275,120.32	\$ 11,388,904.68	\$ 2,426.00	7/8/2020
Chidlaw Marketing	Airservic Marketing	6/10/2020	3	2023	\$ 1,850.00	\$ 1,276,970.32	\$ 11,387,054.68	\$ 1,850.00	7/8/2020
Gatzke, Dillon & Ballance, LLP	Legal Counsel	6/9/2020	3	12464	\$ 2,665.00	\$ 1,279,635.32	\$ 11,384,389.68	\$ 2,665.00	7/8/2020
DRAWDOWN #3					\$ 467,710.00				
CALPERS Plan 1048	CALPERS UAL Funding	7/28/2020	4	100000016092526	\$ 5,629.00	\$ 1,285,264.32	\$ 11,378,760.68	\$ 5,629.00	8/3/2020
CALPERS Plan 1049	CALPERS UAL Funding	7/1/2020	4	100000016092537	\$ 160,771.00	\$ 1,446,035.32	\$ 11,217,989.68	\$ 160,771.00	8/3/2020
CALPERS Plan 1050	CALPERS UAL Funding	7/1/2020	4	100000016092547	\$ 385,597.00	\$ 1,831,632.32	\$ 10,832,392.68	\$ 385,597.00	8/3/2020
CALPERS Plan 25429	CALPERS UAL Funding	7/1/2020	4	100000016092557	\$ 155,800.00	\$ 1,987,432.32	\$ 10,676,592.68	\$ 155,800.00	8/3/2020
CALPERS Plan 26529	CALPERS UAL Funding	7/1/2020	4	100000016092526	\$ 2,642.00	\$ 1,990,074.32	\$ 10,673,950.68	\$ 2,642.00	8/3/2020
City of Monterey	Fire Services	7/1/2020	4	88756	\$ 125,277.00	\$ 2,115,351.32	\$ 10,548,673.68	\$ 125,277.00	8/3/2020
City of Del Rey Oaks	Other / Contract Services	7/1/2020	4	2020-JULY	\$ 94,736.93	\$ 2,210,088.25	\$ 10,453,936.75	\$ 94,736.93	8/3/2020
California-American Water	Utilities - Water	6/26/2020	4	20844704JN20	\$ 17,135.38	\$ 2,227,223.63	\$ 10,436,801.37	\$ 17,135.38	8/3/2020
Monterey County Auditor	LAFCO FY 21 Expense	6/29/2020	4	21-124	\$ 13,500.00	\$ 2,240,723.63	\$ 10,423,301.37	\$ 13,500.00	8/3/2020
Cole Huber LLP	District Legal Counsel	5/29/2020	4	34820	\$ 8,136.55	\$ 2,248,860.18	\$ 10,415,164.82	\$ 8,136.55	8/3/2020

Cole Huber LLP	District Legal Counsel	6/26/2020	4	34915	\$	8,000.00	\$	2,256,860.18	\$	10,407,164.82	\$	8,000.00	8/3/2020
	DRAWDOWN #4				\$	977,225.00							
SPECIAL DISTRICT RISK	Pre-Paid Workers Comp Insurance	5/12/2020	5	68537	\$	134,238.83	\$	2,391,099.01	\$	10,272,925.99	\$	134,238.83	9/1/2020
City of Del Rey Oaks	Other / Contract Services	8/4/2020	5	2020-AUG	\$	84,638.50	\$	2,475,737.51	\$	10,188,287.49	\$	84,638.50	9/1/2020
LSL CPAs	Annual Audit / Accounting	8/24/2020	5	39674	\$	25,115.00	\$	2,500,852.51	\$	10,163,172.49	\$	25,115.00	9/1/2020
BURTON'S FIRE, INC.	District Vehicle Repair & Maintenance	8/14/2020	5	W 78708	\$	20,440.46	\$	2,521,292.97	\$	10,142,732.03	\$	20,440.46	9/1/2020
CALIFORNIA-AMERICAN	Utilities - Water	8/5/2020	5	20844704JL20	\$	19,093.25	\$	2,540,386.22	\$	10,123,638.78	\$	19,093.25	9/1/2020
MONTEREY FIRE EXTINGUISHER, INC.	Rental Space Repair & Maintenance	7/6/2020	5	75950	\$	12,150.00	\$	2,552,536.22	\$	10,111,488.78	\$	12,150.00	9/1/2020
ADB SAFEGATE AMERICAS, LLC	Airfield Repair & Maintenance	8/17/2020	5	90082858	\$	8,137.50	\$	2,560,673.72	\$	10,103,351.28	\$	8,137.50	9/1/2020
COLE HUBER LLP	District Legal Counsel	7/24/2020	5	35285	\$	8,000.00	\$	2,568,673.72	\$	10,095,351.28	\$	8,000.00	9/1/2020
	DRAWDOWN #5				\$	311,814.00							
City of Monterey	Fire Services	8/1/2020	6	89106	\$	125,277.00	\$	2,693,950.72	\$	9,970,074.28	\$	125,277.00	10/9/2020
City of Monterey	Fire Services	9/1/2020	6	89380	\$	125,277.00	\$	2,819,227.72	\$	9,844,797.28	\$	125,277.00	10/9/2020
City of Del Rey Oaks	Other / Contract Services - Police	9/1/2020	6	2020-SEP	\$	84,638.50	\$	2,903,866.22	\$	9,760,158.78	\$	84,638.50	10/9/2020
Alliant Insurance Services	Liability Insurance	9/10/2020	6	6352	\$	21,691.93	\$	2,925,558.15	\$	9,738,466.85	\$	21,691.93	10/9/2020
Cole Huber LLP	District Legal Counsel	8/10/2020	6	35307	\$	8,000.00	\$	2,933,558.15	\$	9,730,466.85	\$	8,000.00	10/9/2020
	DRAWDOWN #6				\$	364,885.00							
City of Monterey	Fire Services	11/1/2020	7	90065	\$	125,277.00	\$	3,058,835.15	\$	9,605,189.85	\$	125,277.00	12/3/2020
City of Del Rey Oaks	Other / Contract Services - Police	11/1/2020	7	2020-NOV	\$	84,638.50	\$	3,143,476.65	\$	9,520,548.35	\$	84,638.50	12/3/2020
	DRAWDOWN #7				\$	209,916.00							
City of Monterey	Fire Services	12/1/2020	8	90412	\$	125,277.00	\$	3,268,753.65	\$	9,395,271.35	\$	125,277.00	1/8/2021
State of CA Energy Resources	Solar Array Loan	11/30/2021	8	10858	\$	89,851.52	\$	3,358,605.17	\$	9,305,419.83	\$	89,851.52	1/8/2021
The Bank of New York Mello	Pension Obligation Bond Payment	11/27/2021	8	MONTREYPAD12	\$	193,994.00	\$	3,552,599.17	\$	9,111,425.83	\$	193,994.00	1/8/2021
	DRAWDOWN #8				\$	409,123.00							
City of Monterey	Fire Services	1/1/2021	9	9943	\$	145,243.10	\$	3,697,842.27	\$	8,966,182.73	\$	145,243.10	2/24/2021
City of Del Rey Oaks	Other / Contract Services - Police	1/1/2021	9	2021-JAN	\$	84,638.50	\$	3,782,480.77	\$	8,881,544.23	\$	84,638.50	2/24/2021
	DRAWDOWN #9				\$	229,881.00							
PREVIOUS DRAWDOWN 1-9 REQUEST TOTAL					\$	3,782,481.00							
CURRENT													
Engie Services U.S. Inc.	Solar Operational Monitoring Contract	4/20/2021	10	90024082	\$	23,022.59	\$	3,805,503.36	\$	8,858,521.64	\$	23,022.59	6/25/2021
Engie Services U.S. Inc.	Solar Maintenance and Verification	4/20/2021	10	9002481	\$	6,739.29	\$	3,812,242.65	\$	8,851,782.35	\$	6,739.29	6/25/2021
Della Mora	Quarterly Furnace and Duct work cleaning	5/14/2021	10	14117	\$	3,980.00	\$	3,816,222.65	\$	8,847,802.35	\$	3,980.00	6/25/2021
Della Mora	AC Pump Repair	5/19/2021	10	14224	\$	2,873.18	\$	3,819,095.83	\$	8,844,929.17	\$	2,873.18	6/25/2021
	DRAWDOWN #10				\$	36,615.00							
TOTAL					\$		\$	3,819,096.00	\$	8,844,929.00			

**Sponsor Contact:**

Name: Chris Morello

E-Mail: [cmorello@montereyairport.com](mailto:cmorello@montereyairport.com)

Title: Dep. Director, Strategy & Develop.

Phone: (831) 333-2312

Previous Reimbursement	\$	3,782,481.00
<b>Amount of this Reimbursement</b>	<b>\$</b>	<b>36,615.00</b>
Cumulative Request to date	\$	3,819,096.00

<b>FY 2020 Draws</b>		\$	1,279,637.00
<b>FY 2021 Draws</b>		\$	2,539,459.00
<b>FY 2022 Draws</b>			\$0.00
<b>Total All Fiscal Years</b>		\$	3,819,096.00



# INVOICE SUMMARY FOR DEVELOPMENT PROJECT

## Grant Recipient Information (Sponsor)



Name	Monterey Peninsula Airport District	Grant Number	3-06-0159-074-2021
Airport	Monterey Regional Airport	Description	CORONAVIRUS RESPONSE AND RELIEF
Address	200 Fred Kane Drive, Suite 200		SUPPLEMENTAL APPROPRIATIONS ACT
City/State	Monterey, California, 93940	Reimbursement No.	3
		Federal Share:	100%

## CRRSAA ADMINISTRATIVE

Grant 03-06-0159-074-2021

PROJECT TOTAL \$ 2,076,111.00

Vendor	Description	Invoice Date	Request #	Invoice No.	AIP Eligible Costs	Cumulative	Account Balance	100%	Date Submitted
City of Monterey	Fire Services	2/1/2021	1	9943	\$ 125,277.00	\$ 125,277.00	\$ 1,950,834.00	\$ 125,277.00	3/30/2021
City of Del Rey Oaks	Other / Contract Services - Police	2/1/2021	1	2021-FEB	\$ 83,638.50	\$ 208,915.50	\$ 1,867,195.50	\$ 83,638.50	3/30/2021
Chidlaw Marketing	Other / Contract Services - Marketing	1/7/2021	1	2137	\$ 14,960.00	\$ 223,875.50	\$ 1,852,235.50	\$ 14,960.00	3/30/2021
Chidlaw Marketing	Other / Contract Services - Marketing	2/8/2021	1	2153	\$ 13,465.00	\$ 237,340.50	\$ 1,838,770.50	\$ 13,465.00	3/30/2021
California American Water	Terminal building water service	12/29/2020	1	210020844704	\$ 11,320.78	\$ 248,661.28	\$ 1,827,449.72	\$ 11,320.78	3/30/2021
California American Water	Terminal building water service	1/29/2021	1	210020844704	\$ 9,128.14	\$ 257,789.42	\$ 1,818,321.58	\$ 9,128.14	3/30/2021
Pacific Gas and Electric	Terminal electric and natural gas	1/22/2021	1	2821	\$ 5,097.30	\$ 262,886.72	\$ 1,813,224.28	\$ 5,097.30	3/30/2021
Pacific Gas and Electric	Airfiled electric	1/26/2021	1	21221	\$ 12,539.10	\$ 275,425.82	\$ 1,800,685.18	\$ 12,539.10	3/30/2021
Della Mora	Furnace cleaning and service	2/16/2021	1	13973	\$ 3,197.00	\$ 278,622.82	\$ 1,797,488.18	\$ 3,197.00	3/30/2021
Gate Keeper	Video monitoring Support	1/29/2021	1	3304	\$ 3,581.00	\$ 282,203.82	\$ 1,793,907.18	\$ 3,581.00	3/30/2021
Monterey One Water	Sewer Treatment	1/31/2020	1	13121	\$ 5,434.06	\$ 287,637.88	\$ 1,788,473.12	\$ 5,434.06	3/30/2021
Home Depot Pro	Cleaning and Disinfectant supplies	1/12/2021	1	594127052	\$ 6,003.70	\$ 293,641.58	\$ 1,782,469.42	\$ 6,003.70	3/30/2021
DRAWDOWN #1					\$ 293,642.00				
City of Monterey	Fire Services	3/1/2021	2	91422	\$ 125,277.00	\$ 418,918.58	\$ 1,657,192.42	\$ 125,277.00	4/26/2021
City of Del Rey Oaks	Other / Contract Services - Police	3/1/2021	2	2021-MARCH	\$ 83,638.50	\$ 502,560.08	\$ 1,573,550.92	\$ 83,638.50	4/26/2021
DRAWDOWN #2					\$ 208,916.00				
Current									
State of CA Energy Commission	Solar Array Loan	5/27/2021	3	11003	\$ 89,851.52	\$ 298,767.52	\$ 1,777,343.48	\$ 89,851.52	8/12/2021
Special District Risk Management	Pre-paid Workers Comp Insurance	5/18/2021	3	69963	\$ 118,480.15	\$ 417,247.67	\$ 1,658,863.33	\$ 118,480.15	8/12/2021
The Bank of New York Mellon	POB Bond Payment	5/6/2021	3	20210630	\$ 190,078.00	\$ 607,325.67	\$ 1,468,785.33	\$ 190,078.00	8/12/2021
					\$ 398,409.00				
CALPERS Plan 25429	CALPERS UAL Funding	7/1/2021	3	100000013476755	\$ 3,314.00	\$ 610,639.67	\$ 1,465,471.33	\$ 3,314.00	8/12/2021
CALPERS Plan 26529	CALPERS UAL Funding	7/1/2021	3	100000013476762	\$ 6,154.00	\$ 616,793.67	\$ 1,459,317.33	\$ 6,154.00	8/12/2021
CALPERS Plan 1049	CALPERS UAL Funding	7/1/2021	3	100000016476738	\$ 445,961.00	\$ 1,062,754.67	\$ 1,013,356.33	\$ 445,961.00	8/12/2021
CALPERS Plan 1050	CALPERS UAL Funding	7/1/2021	3	100000016476746	\$ 250,333.00	\$ 1,313,087.67	\$ 763,023.33	\$ 250,333.00	8/12/2021
CALPERS Plan 1048	CALPERS UAL Funding	7/1/2021	3	100000016476722	\$ 192,377.00	\$ 1,505,464.67	\$ 570,646.33	\$ 192,377.00	8/12/2021
DRAWDOWN #3					\$ 898,139.00				
TOTAL						\$ 1,799,106.00	\$ 277,005.00		

## Sponsor Contact:

Name: Chris Morello  
E-Mail: [cmorello@montereyairport.com](mailto:cmorello@montereyairport.com)

Title: Dep. Director, Strategy & Develop.  
Phone: (831) 333-2312

Previous Reimbursement	\$ 502,558.00
Amount of this Reimbursement	\$ 1,296,548.00
Cumulative Request to date	\$ 1,799,106.00

FY 2021 Draws	\$ 900,967.00
FY 2022 Draws	\$ 898,139.00
Total All Fiscal Years	\$ 1,799,106.00



# MONTEREY FIRE DEPARTMENT

## Report to Airport Board of Directors

September 2021

### 1. Incident Responses

Engine assigned to Fire Station 16 (Airport) responded to a total of 21 incidents during the month as follows:

- MPAD property – 8
- City of Monterey – 12
- Other Cities in Monterey Fire Jurisdiction – 0
- Auto / Mutual Aid – 1

### 2. Training

Personnel completed a total of 49.5 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): 78
- Operational (qualified to work at Airport, but live fire training not current): 34
- Technician (fully qualified to be the designated ARFF fire engineer): 11

### 3. Other

- To fill existing and anticipated future vacancies, we have made conditional job offers to four Firefighter candidates this week. If they pass the remaining testing, they will start an academy on November 16.

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

Alarm Date / Time	Response Time	Location	Incident Type
9/1/2021 11:45 AM	0:02:22	200 Fred Kane DR	EMS call, excluding vehicle accident with injury
9/1/2021 3:42 PM	0:03:41	506 Airport WAY	No incident found on arrival at dispatch address
9/2/2021 10:36 AM	0:00:00	200 Fred Kane DR	Person in distress, other
9/17/2021 2:35 PM	0:01:49	200 Fred Kane DR	EMS call, excluding vehicle accident with injury
9/19/2021 1:28 PM	0:05:09	200 Fred Kane DR	No incident found on arrival at dispatch address
9/22/2021 3:48 PM	0:03:24	200 Fred Kane DR	Smoke detector activation, no fire - unintentional
9/27/2021 11:25 AM	0:04:57	1204 AIRPORT RD	No incident found on arrival at dispatch address
9/28/2021 11:54 PM	0:01:31	200 Fred Kane DR	Assist police or other governmental agency

**TO:** Michael La Pier, Executive Director  
**FROM:** Operations Department  
**DATE:** October 2, 2021  
**SUBJ:** Operations Report

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

- 1 The following reports are attached:
  - September 2021 Noise Comment Report
  - Operating and Expense Reports for the Taxi (through September 2021) and TNC ground transportation systems (through August 2021)
  - Commercial Flight Cancellations & Delays Report for September 2021
  - Commercial Flight Schedule for October 2021

- 2 Below is the summary of scheduled airline activity for October 2021:

Alaska Air operated by SkyWest.

- Continues to use the Embraer (EMB) 175 aircraft to SAN once a day and SEA twice a day starting October 7.
- Scheduled to operate a monthly total of 174 flights (Arrivals and Departures)

Allegiant Air

- Continues to use the Airbus 319/320 series to LAS and PDX on Mondays and Fridays
- Scheduled to operate a total of 36 flights (Arrivals and Departures)

United operated by SkyWest.

- SFO flies twice a day using the CRJ 200. LAX continues 2 flights a day using the CRJ 200. DEN continues once a day with the CRJ 200.
- Scheduled to operate a monthly total of 308 flights (Arrivals and Departures)

American Eagle operated by Mesa / Envoy.

- PHX operates three daily flights using a mix of CRJ 700, CRJ 900 & EMB 175 aircraft.
- DFW continues with two daily flights using the EMB 175 aircraft.
- Scheduled to operate a monthly total of 310 flights (Arrivals and Departures)

Cumulatively speaking, flights have increased by 412 (828 vs.416) compared to October 2020, an increase of 99%. The number of available seats has also increased by approximately 98% (57,790 vs. 29,240).

## MRY AIRPORT NOISE COMMENT LOG

### SEPTEMBER 2021

Name		Location (Address)	Incident Date	Incident Time	Aircraft ID	</> of Flight	Comments	By	Action Taken	Notes
AIR OPERATIONS CENTERED AT MONTEREY AIRPORT										
1	Judy Robinson	CONA	9/1/2021	Twice in the AM	SE	unknown	Why did two small planes fly over our house? They were low. We lived here for years and there was an arrangement that they would not turn early.	KG	Caller could not be specific on times of observations. Reassured her the District works with ATC to minimize premature turns after departure.	
2	Kin Kezeli	Prunedale	9/2/2021	2:00 PM - 3:00 PM	Unknown	N/A	Commercial planes, 2 flying low and in circles in the Prunedale area near tall Eucalyptus trees	MC	Not enough info to provide any real answer. I am unable to confirm whether these aircraft departed or were arriving into MRY. From the info provided these were not commercial aircraft that were observed.	Follow up email received Saturday morning to say aircraft observed were fire fighting aircraft on standby for a local fire.
3	Lauren Virshup	Pasadera	9/9/2021	12:30 PM	CRJ900	28L App	American Airlines probably #5768 dangerously low directly over homes. Weather would have allowed the CVA. Abusive to a noise sensitive neighborhood.	MC	Aircraft did fly the RNAV. Nothing from TWR to say aircraft came in low.	Raceway Visual on ATIS
4	Lauren Virshup	Pasadera	9/10/2021	5:16 PM	Unknown	28L App	May be a private jet. I do not believe this was flying at a safe altitude. Clear day. There is no reason for this plane to abuse a noise-sensitive neighborhood.	MC	Responded to say comments would be added to the log.	28L Loc on ATIS at 5:00 pm
5	Patty Brown	Deer Flats	9/11/2021	4:20 PM	Sr22	28L Dep	Several aircraft have flown over houses. Why can't aircraft flying to the East take off to the East.	MC	Explained aircraft take offs are dictated by weather generally and traffic is directed by the tower, not the airport. I did not know why the aircraft observed flew to the south of the field rather than the usual pattern of to the North.	28L Loc on ATIS at 4:50 pm
6	Patty Brown	Deer Flats	9/19/2021	1:53 PM	Beech Baron	28L Dep	White twin engine. Crossed low over our property flying SW after takeoff from airport. We would appreciate if aircraft good gain more elevation before flying over private residences. Many thanks for your consideration of this report. Patty Brown (homeowner)	KG	Explained in addition to the information already provided to her above, that this aircraft was required by ATC to make a left turn to avoid slower traffic in the area.	Weather was clear with 10 miles visibility at 5 knots.

7	Lauren Virshup	Pasadera	9/23/2021	6:06 PM	multiple	28L App	Here's where things stand: Commercial and private jets completely ignore the noise-sensitive designation for our neighborhood. Whatever we gained in designating a CVA to be advertised by NorCal and the local tower has been lost. The jets do whatever they please. Is NorCal advertising the CVA today?	MC	Advised that the CVA was on the ATIS at 5pm.	
8	Mrs. Cullam	Skyline Forest	9/28/2021	4:20 PM	General	All	Inquiring about why some much noise and aircraft overflights in our neighborhood	KG	Explained the process of ATCT governance and that the airport continues to work with the aviation community and FAA to tweak flight procedures as needed.	
9	Vera Fiers	Monterey	9/30/2021	11:00 PM	Unknown	28L Dep	Planes seem to be taking off closer to my house. I had to pause talking to my neighbor due to the noise. I'm sweeping up black stuff that looks like soot. I'm hoping this issue can be addressed.	MC	Replied explaining our departure procedure and the reasons why aircraft may deviate from this procedure.	
10										
11										
12										
13										
<b>AIR OPERATIONS ORIGINATING FROM ANOTHER AIRPORT</b>										
0	**NONE**									
<b>AIR OPERATIONS OF UNKNOWN ORIGIN</b>										
0										
<b>MONTHLY TOTALS and COMPARISONS</b>										

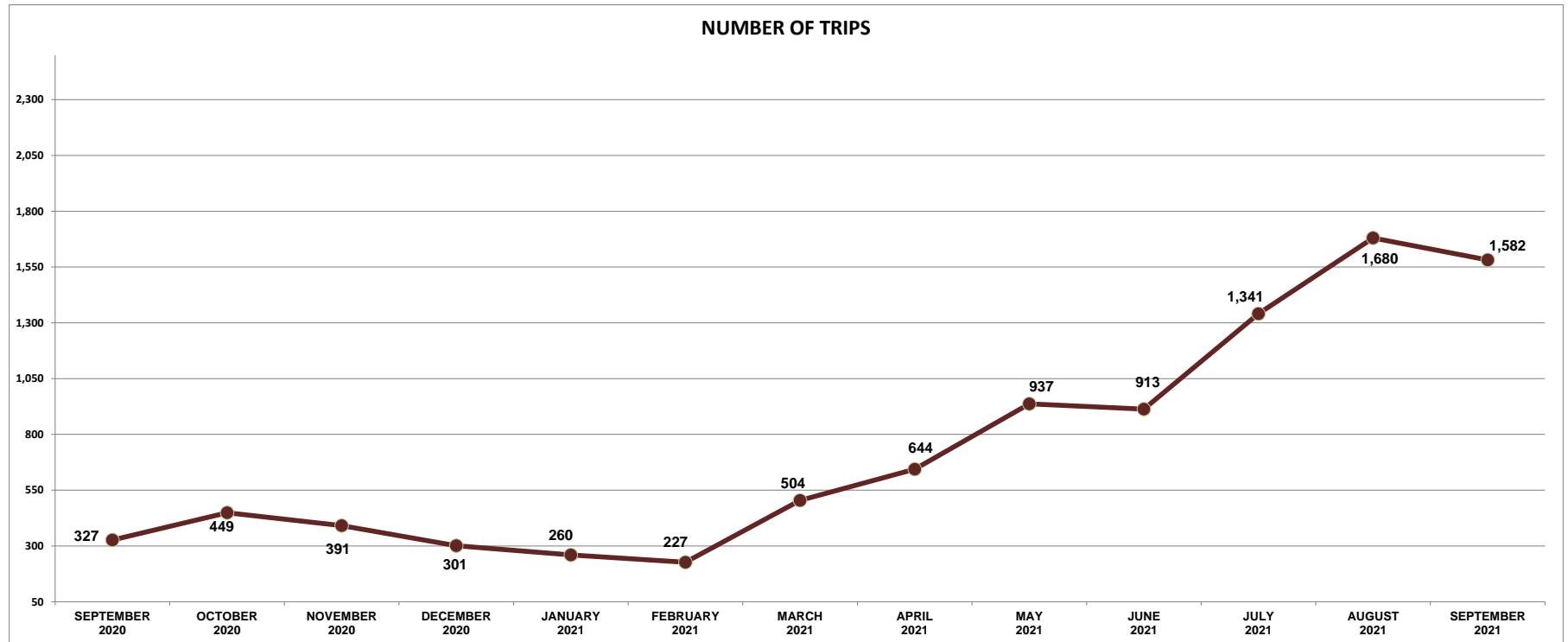
	Sep-21	Sep-20	% Change
Number of Complaints:	9	18	-50%
Number of Operations:	5,905	3,606	64%
			% Change
Annual Total	108	201	-46%

Other Airport

UNKNOWN ORIGINS
0
0

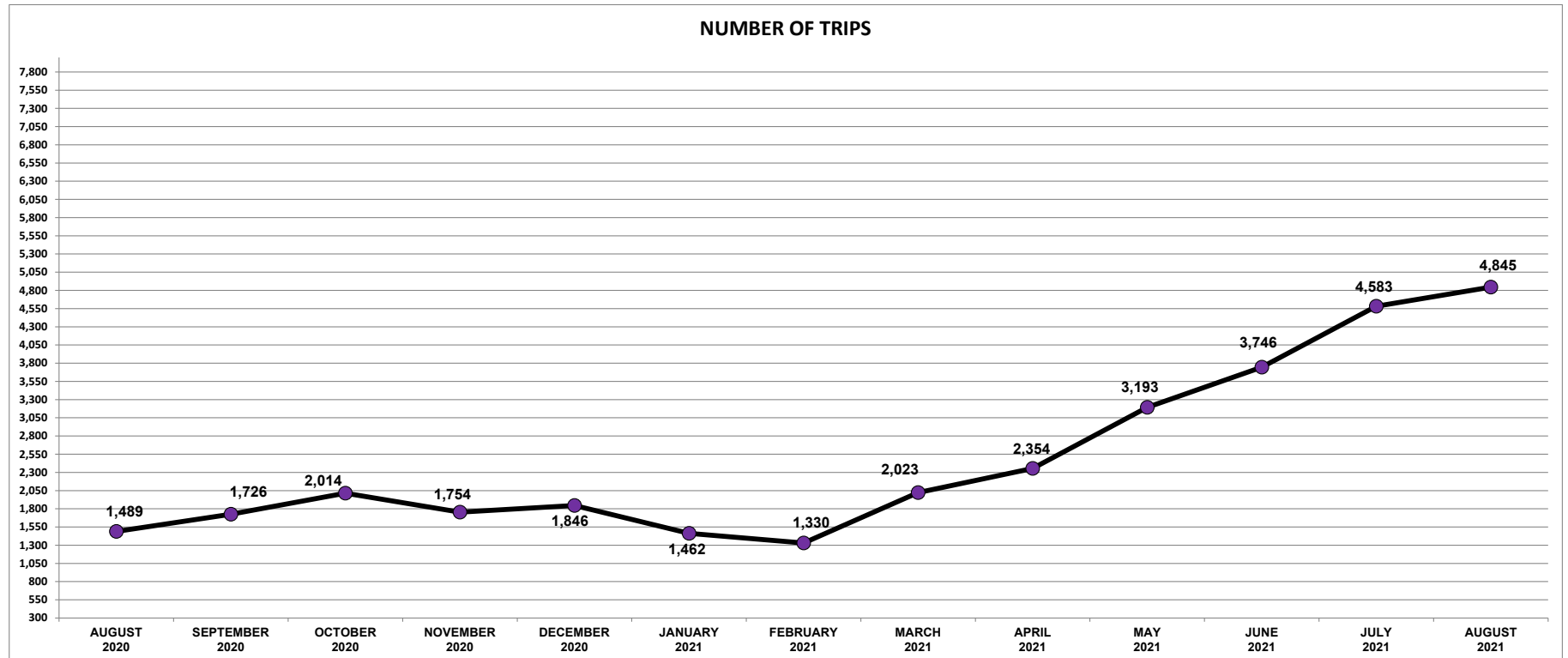
13-MONTH ROLLING COMPARISON

Taxis



	2020 SEPTEMBER	2020 OCTOBER	2020 NOVEMBER	2020 DECEMBER	2021 JANUARY	2021 FEBRUARY	2021 MARCH	2021 APRIL	2021 MAY	2021 JUNE	2021 JULY	2021 AUGUST	2021 SEPTEMBER
NUMBER OF TRIPS	327	449	391	301	260	227	504	644	937	913	1,341	1,680	1,582
PERMITS SOLD	1	0	0	0	0	0	2	0	0	9	7	6	0
TAXI TRIP FEES	\$ 981	\$ 1,347	\$ 1,173	\$ 903	\$ 780	\$ 681	\$ 1,512	\$ 1,932	\$ 2,811	\$ 2,739	\$ 4,023	\$ 5,040	\$ 4,746
TAXI PERMIT FEES	\$100	\$0	\$0	\$0	\$0	\$0	\$100	\$0	\$0	\$225	\$175	\$600	\$0
TAXI - TOTAL REVENUE	\$ 1,081	\$ 1,347	\$ 1,173	\$ 903	\$ 780	\$ 681	\$ 1,612	\$ 1,932	\$ 2,811	\$ 2,964	\$ 4,198	\$ 5,640	\$ 4,746
CURB MGMT CONTRACT													
SOFTWARE LICENSE/HOSTING	\$ 2,581	\$ 2,581	\$ 2,581	\$ 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	\$ 2,083	\$ 2,083	\$ 2,083
TAXI - TOTAL EXPENSE	\$ 3,581	\$ 3,581	\$ 3,581	\$ 3,581	\$ 3,581	\$ 3,581	\$ 3,581	\$ 3,581	\$ 3,581	\$ 3,581	\$ 2,083	\$ 2,083	\$ 2,083
OPERATING INCOME / (LOSS)	\$ (2,500)	\$ (2,234)	\$ (2,408)	\$ (2,678)	\$ (2,801)	\$ (2,900)	\$ (1,969)	\$ (1,649)	\$ (770)	\$ (617)	\$ 2,115	\$ 3,557	\$ 2,663
FYTD 2022 (July 2021 - June 2022) OPERATING INCOME / (LOSS)													\$ 8,335
CUMULATIVE (12-MONTH) OPERATING INCOME / (LOSS)													\$ (9,691)

## Transportation Network Companies (TNCs)



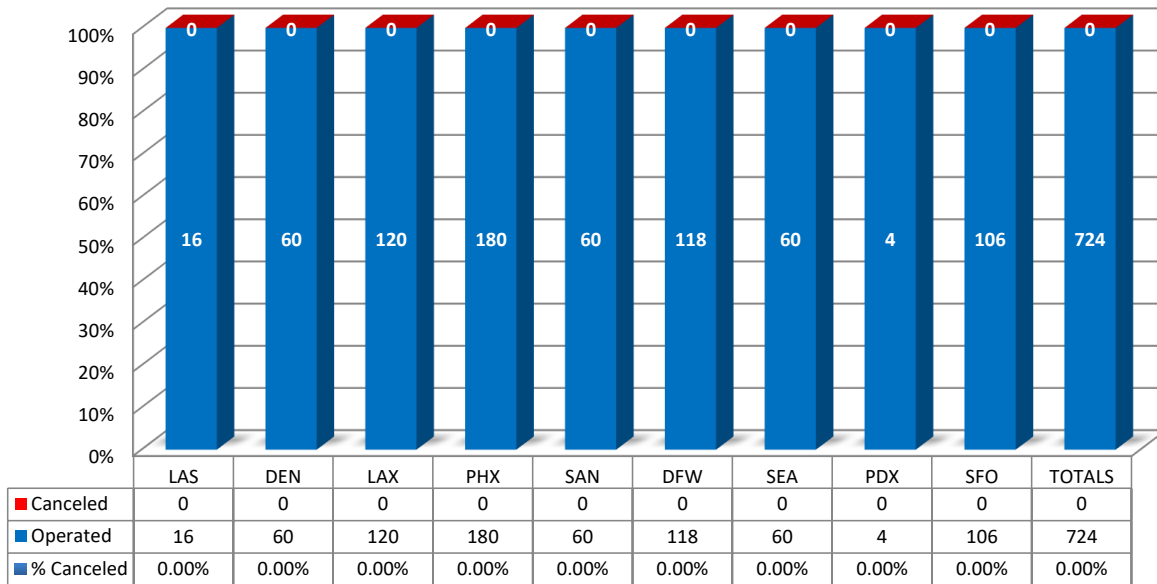
	2020 AUGUST	2020 SEPTEMBER	2020 OCTOBER	2020 NOVEMBER	2020 DECEMBER	2021 JANUARY	2021 FEBRUARY	2021 MARCH	2021 APRIL	2021 MAY	2021 JUNE	2021 JULY	2021 AUGUST
NUMBER OF TRIPS	1,489	1,726	2,014	1,754	1,846	1,462	1,330	2,023	2,354	3,193	3,746	4,583	4,845
NUMBER OF TNCs	2	2	2	2	2	2	2	2	2	2	2	2	2
TNC TRIP FEES	\$ 4,467	\$ 5,178	\$ 6,042	\$ 5,262	\$ 5,538	\$ 4,386	\$ 3,990	\$ 6,069	\$ 7,062	\$ 9,579	\$ 11,238	\$ 13,749	\$ 14,535
TNC PAYMENT PENALTIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TNC - TOTAL REVENUE	\$ 4,467	\$ 5,178	\$ 6,042	\$ 5,262	\$ 5,538	\$ 4,386	\$ 3,990	\$ 6,069	\$ 7,062	\$ 9,579	\$ 11,238	\$ 13,749	\$ 14,535

Cumulative 12-Month Operating Income: \$ 92,628

Fiscal Year To Date (July 2021 - June 2022) Operating Income: \$ 28,284

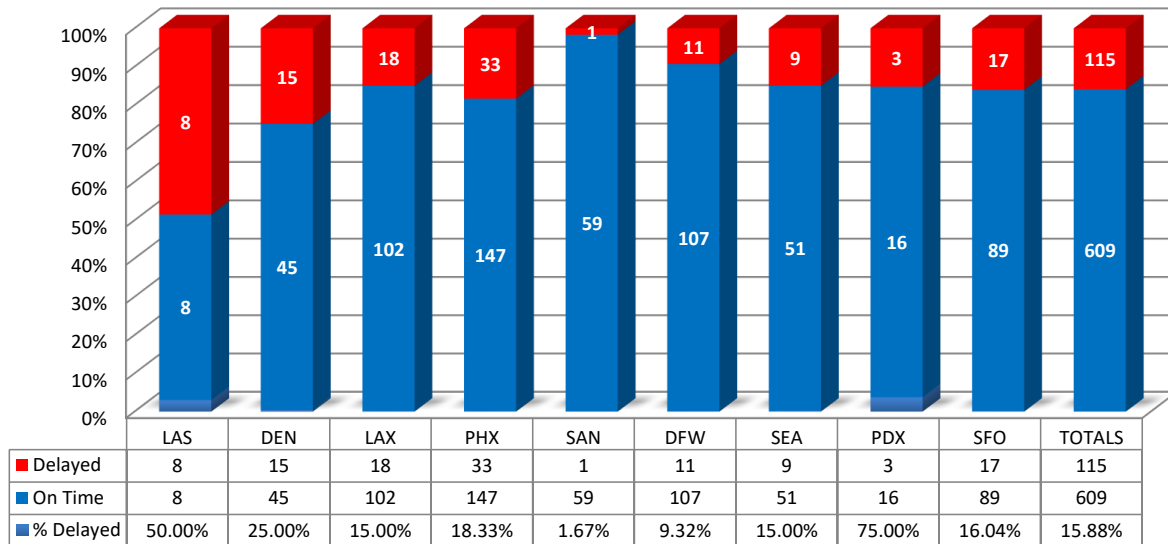
# SEPTEMBER 2021

## September Commercial Flights Operated vs. Canceled



**TOTAL CANCELATIONS:** 0

## September Commercial Flights On Time vs. Delayed



**TOTAL DELAYED FLIGHTS:** 115





# Monterey Regional Airport

## October 2021 Flight Schedule



Aircraft Type (Seats)	ARRIVALS					DEPARTURES					Aircraft Type (Seats)
	FROM	AIRLINE	FLIGHT	TIME	SCHD	TO	AIRLINE	FLIGHT	TIME	SCHD	
A319 (156)	LAS		80	7:55 AM	MON & FRI	DFW		4424	6:00 AM	DAILY	EMB175 (76)
CRJ700 (70)	PHX		5762 / 3143	10:00 AM	DAILY	PHX		5868 / 3570	6:50 AM	DAILY	EMB175 (76)
EMB175 (76)	SAN		3383	10:30 AM	DAILY	SFO		5605 4772	7:05 AM 6:45 AM	OCT 1 - 30 OCT 31	CRJ200 (50)
CRJ200 (50)	LAX		5310	11:30 AM	DAILY	LAX		5658	7:45 AM	DAILY	CRJ200 (50)
EMB175 (76)	DFW		4004	11:30 AM	DAILY	PDX		119	8:40 AM	MON & FRI	A319 (156)
EMB175 (76)	SEA		2536 3308	12:05 PM 12:25 PM	OCT 1 - 6 OCT 7 - 31	PHX		5761 / 3143	10:30 AM	DAILY	CRJ900 (76)
CRJ900 (76)	PHX		5768	12:50 PM	DAILY	SAN		3391	11:10 AM	DAILY	EMB175 (76)
A319 (156)	PDX		131	1:00 PM	MON & FRI	DFW		4004	12:00 PM	DAILY	EMB175 (76)
CRJ200 (50)	SFO		5511 5285	2:20 PM 12:20 PM	OCT 1 - 30 OCT 31	SEA		2537 3308	12:45 PM 1:05 PM	OCT 1 - 6 OCT 7 - 31	EMB175 (76)
CRJ200 (50)	DEN		4707	3:25 PM	DAILY EXC OCT 4	DEN		5900	1:00 PM 12:30 PM	OCT 1 - 4 OCT 5 - 31	CRJ200 (50)
EMB175 (76)	SEA		3466	6:20 PM	OCT 7 - 31	LAS		81	1:50 PM	MON & FRI	A319 (156)
CRJ200 (50)	SFO		5350 5850	7:50 PM 11:25 PM	OCT 1 - 30 OCT 31	PHX		5812 / 5768	2:10 PM	DAILY	CRJ900 (76)
CRJ200 (50)	LAX		5449 5550	8:40 PM 8:55 PM	OCT 1 - 30 OCT 31	SFO		4729 4777	2:50 PM 12:55 PM	OCT 1 - 30 OCT 31	CRJ200 (50)
EMB175 (76)	DFW		4379	8:50 PM	DAILY	LAX		5410	4:15 PM 4:45 PM	OCT 1-3, 5-30 OCT 31	CRJ200 (50)
EMB175 (76)	PHX		5814 / 3561	9:30 PM	DAILY	SEA		3348	7:00 PM	OCT 7 - 31	EMB175 (76)

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

**AGENDA ITEM: H**  
**DATE: October 20, 2021**

**TO:** Michael La Pier, Executive Director  
**FROM:** Chris Morello, Deputy Director for Strategy and Development  
**DATE:** October 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 September 2021:

- Building 505 Demolition is scheduled to begin on October 5, 2021
- **Northside General Aviation (GA) Apron and Vehicle Service Road (VSR) Improvements Project**

VSR-

- Road has been paved; surface verification survey has been done
- Lights have been activated/power established to them
- Grading and drainage is completed

GA Apron-

- Paving for the Apron and Taxiway C connector has been completed; surface verification survey has been done
- Taxiway edge lights and signage are installed

Summary:

- Project has expended 133 working days of 180 or 74% of the time
  - Schedule A- North GA Apron is 76.37% complete
  - Schedule B- VSR is 77.54% complete
  - Project overall percentage is 76.58%
- The Airport Disadvantaged Business Enterprise (DBE) Program FAA FY2022-2024 Goals and Program Updates have been approved by FAA
    - The Airport DBE Objectives and Policy Statement is attached

## POLICY STATEMENT

### Objectives/Policy Statement (Section 26.1, 26.23)

The Monterey Peninsula Airport District, (herein after identified as MPAD or the District), has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26, "Participation by Disadvantaged Business Enterprise in DOT Programs" (hereinafter referred to as Part 26). The District has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, the District has signed an assurance that it will comply with 49 CFR Part 26.

All reference sections indicated within the body of this document directly correlated to the subsections found in Part 26.

It is the policy of the District to ensure that DBEs as defined in 49 CFR Part 26, have an equal opportunity to receive and participate in DOT-assisted contracts. It is also the policy of the District:

1. To ensure nondiscrimination in the award and administration of DOT – assisted contracts;
2. To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
3. To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
5. To help remove barriers to the participation of DBEs in DOT assisted contracts; and
6. To assist the development of firms that can compete successfully in the market place outside the DBE Program.

Ms. Chris Morello, Deputy Director of Strategy and Development, has been delegated as the DBE Liaison Officer. In that capacity, Ms. Morello is responsible for implementing all aspects of the DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by the District in its financial assistance agreements with the Department of Transportation.

The District will disseminate this policy statement to the Airport Board of Directors and all organization departments. The District will distribute this statement to DBE and non-DBE business communities and organizations of disadvantaged, minority, and women businesses known to the District that perform work on DOT-assisted contracts. The policy statement shall be made available to the DBEs listed in the District's DBE directory online.



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

08/06/2021

Date

FUNDING				EXPENDITURES				STATUS			
PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2022 Expenditures to Date	9/30/2021	% Physical Complete	Project Name	Current	Status	4 Week Look Ahead
<b><u>ACTIVE FEDERALLY-FUNDED PROJECTS:</u></b>											
1	2020-12	71	18-22-C-00-MRY	\$11,000,000	\$2,158,229	\$3,065,938	\$5,224,167	76%	NORTHSIDE GA APRON CONSTRUCTION	Grant was executed on 12/18/2020. Construction contracted was award to Teichert at the 12/18/20 BOD meeting. Construction began on March 29, 2021	A status report was provided at the August 2021 BOD meeting. The project continues on schedule and on budget.
2	2020-13	72	18-22-C-00-MRY	\$1,946,065	\$1,023,914	\$331,809	\$1,355,723	77%	NORTHEAST VSR IMPROVEMENTS	Grant was executed on 9/10/2020. Construction contracted was award to Teichert at the 12/18/20 BOD meeting. Construction began on March 29, 2021	A status report was provided at the August 2021 BOD meeting. The project continues on schedule and on budget.
3	2021-04	76	18-22-C-00-MRY	\$3,350,000	\$91,078	\$0	\$91,078	2%	SEP Phase A1 Commercial Apron Design	An FAA Grant Offer for Design was executed on August 2, 2021.	C&S Engineering scheduled a project kick off meeting on 9/2/2021.
4	2021-05	TBD	TBD	\$7,250,000	\$0	\$0	\$0	0%	Southside Land Acquisition (4.4 Acres)		Nothing to report at this time.
5	2022-01	TBD	18-22-C-00-MRY	\$6,603,000	\$0	\$0	\$0	2%	SEP Phase B1/B2/B3 ARFF Design/Construction Demo/Airfield Access		The Design Build Request For Qualifications (RFQ) package to solicit interest for a qualified Project Team process began in August 2021.
<b><u>OUTSIDE FUNDED PROJECTS:</u></b>											
6	2019-03	N/A	N/A	\$2,128,058	\$99,609	\$18,058	\$117,666	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. A status presentation was provided at the July 2021 Board meeting.
<b><u>PFC FUNDED PROJECTS</u></b>											
7	2021-01	NA	20-24-C-00-MRY	\$100,000	\$46,946	\$2,480	\$49,426	65%	RSA MITIGATION YEAR 6 & 7	As the USFW approved Biologist, a contract with SWCA was executed.	SWCA/ECI continue to conduct monthly maintenance activities for Year 7 mitigation.
8	2021-03	N/A	20-24-C-00-MRY	\$420,000	\$222,683	\$10,553	\$233,236	95%	FIDS, PA SYSTEM, ADA UPGRADES	The FIDS installation was completed in December 2020. The PA System upgrade project was completed in June 2021.	The final components of this project are ongoing and will be completed by September.
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.	Staff continue to evaluate and review camera and security system options.

FUNDING				EXPENDITURES				STATUS			
PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2022 Expenditures to Date	9/30/2021	% Physical Complete	Project Name	Current	Status	4 Week Look Ahead
<b><u>DISTRICT ONLY FUNDED PROJECTS</u></b>											
10	2020-14	N/A	N/A	\$350,000	\$155,575	\$0	\$155,575	50%	BUILDING 505	Abatement work was completed in June, 2021.	Randozzo Construction was contract approved at the September 15th meeting. Demolition is slated to begin on October 5, 2021.
11	2022-02	N/A	N/A	\$83,000				0%	VEHICLE REPLACEMENT		A resolution to approve the purchase of one maintenance vehicle was approved at the September 2021 Board meeting.
12	2022-03	N/A	N/A	\$97,000			\$1,668	0%	TERMINAL REFRESH	Resolution was approved at the July 2021 Board meeting with Lloyd Aubrey to refurbish the baggage claim carousel	Staff are working with a design team to create a set of working drawings for Gate 1 Improvements.
13	2022-04	N/A	N/A	\$70,000				0%	IT UPGRADES		ATG has begun to schedule the cloud based server integration plan.



# POLICE

## DEL REY OAKS

# MONTHLY POLICE ACTIVITY REPORT

## September 2021

**TO:** Michael La Pier, Executive Director  
**FROM:** Sergeant Roger Guzman  
**DATE:** OCTOBER 6, 2021  
**SUBJECT:** Police Activity Report for SEPTEMBER 2021

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

### Highlights

Del Rey Oaks Police Officers responded to approx 60 **door and gate alarms** in SEPT.

### Training

Ofcr. Dowson provided updated training regarding MRY OPS. Commander Bourquin and Ken Griggs meet weekly regarding MRY/DROPD operations.

### Calls for Service

1. 9/12/21 SUN 11:40 AM Ofcr Cuevas/Commander Bourquin  
Airport Rd: Stolen Vehicle  
Ofcr Cuevas/Commander Bourquin responded to report of Stolen car. Vehicle recovered and Subject arrested.
2. 9/19/21 SUN 1:14 PM Ofcr Dowson  
Long term parking lot: Medical  
Ofcr Dowson responded to injured person in parking lot, Ofcr Dowson called AMR and Fire Dept.
3. 9/24/21 FRI 1130 AM Ofcr Anderson  
TSA Check Point: Prohibited Item:  
TSA Agent found ammo in a bag belonging to retired Commander, Ofcr Anderson responded and recovered ammo.
4. 9/29/21 WED 2:20 PM Ofcr Bough  
Airport Terminal: Drunk Subject  
Ofcr Bough responded to drunk subject causing disturbance. Issue resolved without arrest.

END OF REPORT.