

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

May 28, 2020 - 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 Stay at Home Order (Executive Order N-33-20), the Board of Directors of the Monterey Peninsula Airport District is required to limit in-person attendance at the upcoming Board Committee meeting. Members of the public may utilize alternative measures established by the Monterey Peninsula Airport District to listen to Board meeting and/or to communicate your opinions to the Board Members. To participate in the Board meeting via Zoom video conference, please visit [www.zoom.us/join](http://www.zoom.us/join) and enter the following Meeting ID: 825-8024-8594. The password for this meeting is: 20200528. 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/ROLL CALL

*Chair Leffel called to order the Regular Meeting of the Board of Directors at 9:10 AM. Directors Cursio, Miller, Sabo and Sawhney were present. The following District Officers were present: District Counsel Huber, Acting District Secretary Auker, Deputy Executive Director Bergholz and Deputy Director Morello.*

### B. PLEDGE OF ALLEGIANCE

*Chair Leffel led the Pledge of Allegiance.*

### C. REGULAR AGENDA - ACTION ITEMS

Adopt.           1. Resolution No. 1775, A Resolution of the Monterey Peninsula Airport District Related to CARES Act Relief for Airport Tier 2 Tenants

*Deputy Director Morello introduced Item C.1. She stated that based on information provided from Tier two tenants, including Monterey Jet Center, Del Monte Aviation and Navy Flying Club, there has been a huge reduction of services for FBOs and Navy Flying Club was forced to shut down to comply with the County's health directives. She added that the Resolution would provide fifty percent rent abatement for Tier 2 aviation related tenants that have maintained flight instruction and other services, and full rate abatement for one tenant that had an aviation imposed moratorium created by the pandemic.*

*District Counsel Huber reported that Monterey Jet Center's numbers were down ninety percent, including jet fuel.*

*Director Cursio moved to adopt Resolution No. 1775. Director Sawhney seconded the motion. The motion passed unanimously by a roll call vote of 5-0.*

Review           2. Fiscal Year 2021 Draft Budget

*Prior to the presentation of Item C.2, Director Sabo requested an update on passenger counts, from a revenue standpoint. He asked to find out what is going on at the airport and how much CARES Act money has been spent to date.*

Deputy Director Morello gave a brief update on flights, air service and load factors.

Deputy Executive Director Bergholz presented the FY 2021 draft budget. He began with a review of FY 2020, including a review of: revenue groups, expense groups, FY 2020 financial review, FY 2020 revenue/expense summary and FY 2020 capital project highlights. He then reviewed FY 2021, including: budget assumptions, revenue types, revenue changes, headcount budget, operating expense types, operating expense changes, summary of revenues and expenses, and FY 2021 proposed new capital improvement projects. FY 2021 Rates and Charges and FY 2021 Salary Schedule were also reviewed.

A break was taken from 11:08 AM to 11:16 AM.

FY 2021 budget assumptions were reviewed in more detail, along with the operating and capital budgets.

The Board discussed moving the Board meeting date from June 10<sup>th</sup> to June 17<sup>th</sup> but decided to make that decision at a later date.

**F. ADJOURNMENT**

The meeting adjourned at 12:21 PM.

Minutes Approved at the  
Meeting of June 17, 2020



Mary Ann Leffel, Chair

ATTEST



Michael La Pier, AAE  
District Secretary