

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

December 14, 2022 - 9:00 AM

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

Due to the expiration of certain directives contained in the Governor's Declaration of Emergency for the State of California (Executive Order N-29-20), the Board of Directors of the Monterey Peninsula Airport District will return to hold meetings at the Airport Board Room, with in-person attendance.

Due to recent increase in the transmission of the Omicron variant of the Coronavirus, and, as a result of the directives issued by the State of California and the Monterey County Public Health Officer intended to prevent the transmission of the coronavirus, the Airport may utilize the procedures outlined in AB361 to utilize alternative measures related to the conduct of remote meetings and remote comments by members of the public.

Should the Board implement the measures outlined in AB 361, members of the public may 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 7098 4092**. 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 should be received by 8:00 AM on the day of the meeting. All submitted comments will be provided to the Board for consideration and will be compiled as part of the record.
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.

Public comments may also be made in person. 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.

### A. CALL TO ORDER/ROLL CALL

*Chair Miller called to order the rescheduled regular meeting of the Monterey Peninsula Airport District Board of Directors at 9:01 AM. Directors Pick, Sawhney, Leffel, and Sabo were present. Director Leffel attended by Zoom videoconference. The following staff were present: Executive Director La Pier, District Counsel Huber, Acting District Secretary Adams, Deputy Executive Director Morello, and Controller Wilson.*

### B. PLEDGE OF ALLEGIANCE

*Director Sawhney led the Pledge of Allegiance.*

### C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

*Chair Miller announced we recently learned of Richard Searle's passing. Mr. Searle was on the Monterey Peninsula Airport District Board of Directors for 37 years. Executive Director La Pier added he passed on October 6, 2022.*

*Chair Miller announced the Airport received an Award for best Professional Services in the large business category from the Carmel Chamber of Commerce.*

Director Sawhney complimented the Holiday décor at the Airport and reminded everyone the Military Holiday Lounge will begin on December 16<sup>th</sup>.

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

Mr. Eric Johnson, a small business owner on the airport, addressed the board with comments regarding the \$500 Business License fee. He stated the price is very high compared to city business licenses and he has collected signatures from others who think it is too high also. Mr. Johnson suggested \$100 would be more appropriate or a sliding scale based on revenues or profits.

Chair Miller asked Mr. Johnson to speak to Staff regarding his concerns. Executive Director La Pier asked Mr. Johnson to share his signatures and other information with the Properties Department.

Mr. Johnson excused himself at 9:13 AM.

#### **E. CONSENT AGENDA - ACTION ITEMS**

- |         |   |
|---------|---|
| Approve | 1. Minutes of the Regular Board Meeting of November 16, 2022  |
| Approve | 2. Minutes of the Air Carrier Service – Marketing – Community Relations Committee Meeting of December 6, 2022   |
| Adopt   | 3. Resolution No. 1816-11, A Resolution of the Board of Directors of the Monterey Peninsula Airport District Making Findings and Determinations Pursuant to AB 361 or Virtual Meetings and Authorizing Virtual Board Member and Other District Meetings |
| Adopt   | 4. Resolution No. 1834, A Resolution Amending and Approving an Update to MPAD Governance Manual, Director Remuneration and Expense Reimbursement Policy, and Employee Travel Policy Memorandum  |

Director Sabo made a motion to approve Consent Agenda Items E.1 – E.4. Director Pick seconded the motion. The motion carried 5-0 by a roll call vote.

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

None.

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

- |         |   |
|---------|---|
| Appoint | 1. Appoint Director Miller and Director Pick to Four-Year Terms and Administer the Oath of Office (Appointed in Lieu of Election) |
|---------|---|

Chair Miller introduced retired Judge Robert O'Farrell who administered the Oath of Office for he and Director Pick.

Director Sawhney made a motion to appoint Director Miller and Director Pick to four-year terms in lieu of election as the number of nominees did not exceed the number of offices required by law to be filled at the Election held on the 8<sup>th</sup> day of November 2022 within the boundaries of the Monterey Peninsula Airport District, District 4, and District 5, and as instructed by the Registrar of Voters of the County of Monterey, State of California. Director Leffel seconded the motion. The motion carried unanimously by a roll call vote of 5-0.

- Receive            2. Annual Financial and Compliance Report for the Fiscal Years Ended June 30, 2022 and 2021 (Audit Report from LSL)

*Executive Director La Pier stated the audit and financial report from LSL was reviewed by the Finance Committee. He turned the floor over to Brandon Young, with LSL, who attended by Zoom videoconference. Mr. Young reviewed new GASB requirements both newly implemented and to come next year. He reviewed the Statement of Net Position and explained the large year over year variance in the Pension Liability. Mr. Young reported the audit opinion was unmodified and all numbers were supported and verified.*

*Mr. Young was excused at 9:36 AM.*

- Approve            3. Contract Amendment for Kimley Horn Associates, Inc. Design Services for the Well System Water Conveyance Project

*Executive Director La Pier introduced the subject and turned the floor over to Deputy Executive Director Morello. Deputy Executive Director Morello reviewed the Staff report and the history of the well water projects. She stated Kimley Horn was identified as the most qualified to consult on the well water assessment project and was subsequently awarded a professional services agreement. This amendment to the agreement is for design services to convey the water from the wells to the points of use.*

*Director Leffel reported the Finance Committee reviewed this agenda item and supports the contract amendment. Director Sabo added this project was approved in the FY 2023 CIP budget and uses CFC funds. He asked if there were enough CFC funds to fund the build of the system. Executive Director La Pier answered that CFC funds are collected monthly so they will continue to grow. We will provide a plan of finance when we get the construction bid, but the goal is to pay as we go and only use CFC funding for the well water conveyance project.*

*Director Leffel made a motion to approve the contract amendment to the professional service agreement between the Monterey Peninsula Airport and Kimley-Horn Associates for design services for the well system water conveyance project. Director Sawhney seconded the motion. The motion carried unanimously with a 5-0 roll call vote.*

- Adopt              4. Resolution No. 1835, A Resolution Authorizing and Approving the Service Agreement Between the Monterey Peninsula Airport District and Bandit Systems

*Executive Director La Pier introduced the agenda item saying this Resolution authorizes and approves an agreement to purchase and install a new security camera system. He turned the floor over to Deputy Executive Director Morello who explained the current closed-circuit system is reaching end of life.*

*There was a discussion about the needs of the new system and those who had been consulted in the RFQ and RFP process, both for technical assistance and to ensure all security user needs would be met.*

*Director Sawhney made a motion to adopt Resolution No. 1835, A Resolution Authorizing and Approving the Service Agreement Between the Monterey Peninsula Airport District and Bandit Systems. Director Pick seconded the motion. The motion carried unanimously with a roll call vote of 5-0.*

- Appoint            5. Designate Appointees for 2023 MPWMD Policy and Technical Advisory Committees

*Executive Director La Pier stated the current appointees are Director Leffel on the Policy Committee and himself on the Technical Advisory Committee and this is an annual appointment requested by*

Monterey Peninsula Water Management District (MPWMD). Directors discussed the request for appointees to the MPWMD Policy and Technical Advisory Committees.

Director Sawhney made a motion to appoint Director Leffel to the MPWMD Policy Committee and Executive Director La Pier to the MPWMD Technical Advisory Committee. Director Pick seconded the motion. The motion carried by a roll call vote of 4-1 with Director Sabo voting no.

## **H. BOARD COMMITTEE REPORTS AND ACCEPTANCE OF DEPARTMENT REPORTS**

### **Standing Committees:**

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

### **b. Ad-Hoc Committees:**

- |                               |                            |
|-------------------------------|----------------------------|
| i. Local Jurisdiction Liaison | Director Leffel and Miller |
|-------------------------------|----------------------------|

### **c. Liaison/Representatives:**

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

*Directors discussed the Staff reports.*

*Director Sabo reported for the Budget and Finance Committee.*

*Director Pick reported for the Air Service Committee.*

*Director Sawhney reported there was no Lease Committee meeting this month.*

*There was no Local Jurisdiction meeting.*

*Director Leffel reported on the LAFCO meeting.*

*There was no RTA meeting.*

*Director Sabo reported on the TAMC meeting.*

*Director Leffel reported the next Special Districts meeting will be the 3<sup>rd</sup> Tuesday in January.*

*Director Sawhney reported there was no AMBAG meeting.*

*A break was taken at 11:03 AM. The meeting resumed at 11:15 AM.*

## **I. CLOSED SESSION**

1. **POTENTIAL EXPOSURE TO LITIGATION (Government Code section 54956.9(d)(2))**  
The Board will meet with the Executive Director and District Counsel to discuss potential exposure to litigation - one case.

*Directors entered Closed Session at 11:16 AM.*

**J. RETURN TO OPEN SESSION**

*Open Session resumed at 12:13 PM. Chair Miller reported that Director Pick was excused from the meeting during Closed Session at 11:45 AM. and there was nothing further to report and no action taken in Closed Session.*

*District Counsel Huber stated the Governance Manual was approved on the Consent Agenda this morning and pointed out a new clause that he had expected to be discussed. He wanted to give Directors the opportunity to reconsider the motion. Directors discussed the new clause and determined the original motion would not be reconsidered.*

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

*None.*

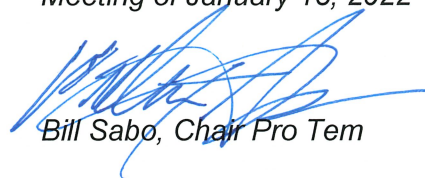
**L. DISCUSSION OF FUTURE AGENDAS**

*None.*

**M. ADJOURNMENT**

*The meeting adjourned at 12:37 PM.*

Approved at the  
Meeting of January 18, 2022



Bill Sabo, Chair Pro Tem

ATTEST



Michael La Pier, AAE  
District Secretary