

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

February 21, 2024 - 9:00 AM

**Monterey Regional Airport
200 Fred Kane Drive, Ste. 200
Monterey, CA 93940**

The Monterey Peninsula Airport District holds regular meetings at the Airport Board Room, with in-person attendance. 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 general, in person or emailed comments are preferred. Remote comments are allowed for Board meetings which take place in the Board Room, as outlined below.

The Monterey Peninsula Airport District will continue to broadcast the Board Meetings via Zoom video conference for viewing by the public. To view the Board meeting via Zoom video conference, please visit www.zoom.us/join and enter the following Meeting ID: **831 7098 4092**. If you do not have access to the internet, you may listen telephonically by calling (253) 215-8782 and entering the same Meeting ID.

Pursuant to Resolution 1862, members of the public may provide comments remotely for Board Meetings which are held in the Board Room. In the event that remote participation technology is unexpectedly not available, such as during an internet service outage, electrical outage, or other technological issue that prevents remote participation by the public, the meeting will not be continued or cancelled. Remote participation is provided as a courtesy and members of the public who rely upon remote participation to provide public comment do so at their own risk. 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.

Members of the public are encouraged to provide written public comment by sending an email to info@montereyairport.com and 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.

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. <u>Minutes of the Regular Meeting of the Monterey Peninsula Airport District Board of Directors of January 17, 2024</u> |
| Approve | 2. <u>Minutes of the Special Meeting of the Monterey Peninsula Airport District Board of Directors of February 2, 2024</u> |

- Approve 3. [Minutes of the Budget & Finance Committee Meeting of the Monterey Peninsula Airport District Board of Directors of February 12, 2024](#)
- Approve 4. [Minutes of the Airport Property Development & Leases Committee Meeting of the Monterey Peninsula Airport District of February 12, 2024](#)
- Approve 5. [Minutes of the Air Carrier Service – Marketing – Community Relations Meeting of the Monterey Peninsula Airport District of February 14, 2024](#)

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

G. REGULAR AGENDA - ACTION ITEMS

- Discuss 1. [UAL Update by Jaime Trejo, PFM](#)
- Presentation 2. Terminal Design Update
- Presentation 3. Ramp Project Update
- Adopt 4. [Resolution No. 1865, A Resolution Authorizing and Approving the Work Order between the Monterey Peninsula Airport District and AAA Fence Company Inc.](#)
- Adopt 5. [Resolution No. 1866, A Resolution Approving Participation in the FY24 Clean Vehicle Program of the Monterey Bay Air Resources District](#)
- Schedule 6. Strategic Business Workshop

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.](#)

Standing Committees:

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

b. Ad-Hoc Committees:

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

c. Liaison/Representatives:

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

I. PENDING REQUESTS FOR FUTURE AGENDA ITEMS

None.

J. DISCUSSION OF FUTURE AGENDAS

K. ADJOURNMENT

AGENDA DEADLINE

This is the final Agenda that has been posted on the bulletin board outside of the District Offices in the Terminal Building at the Monterey Regional Airport no less than 72 hours prior to the meeting.

All items submitted by the public for possible inclusion on the Board Agenda or in the Board packet must be received by 5:00 P.M. on the Friday before the first Wednesday of the month. This agenda is subject to revision and may be amended prior to the scheduled meeting.

Upon request and where feasible, the Monterey Peninsula Airport District will provide written agenda materials in appropriate alternate formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. To allow the District time within which to make appropriate arrangements, please submit a written request containing a brief description of the materials requested and preferred alternative format or auxiliary aid or service desired as far as possible in advance of the meeting. Requests should be sent to the District Secretary at 200 Fred Kane Drive, Suite 200, Monterey, California 93940.

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

January 17, 2024 - 9:00 AM

The Monterey Peninsula Airport District holds regular meetings at the Airport Board Room, with in-person attendance. 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 general, in person or emailed comments are preferred. Remote comments are allowed for Board meetings which take place in the Board Room, as outlined below.

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Members of the public are encouraged to provide written public comment by sending an email to info@montereyairport.com and 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.

A. CALL TO ORDER/ROLL CALL

Chair Leffel called to order the Regular Meeting of the Monterey Peninsula Airport District Board of Directors at 9:07 AM. Directors Gaglioti, Pick, Sawhney and Miller were present. The following staff were present: Executive Director La Pier, District Counsel Huber, Deputy Executive Director Morello, Deputy Executive Director Robare, Controller Wilson, and Acting Board Secretary Adams.

B. PLEDGE OF ALLEGIANCE

Director Gaglioti led the Pledge of Allegiance.

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

Executive Director La Pier announced he would need to excuse himself at 12:15 PM if the meeting had not already adjourned.

Chair Leffel advised that LAFCO Monterey County will be sending notice of an opening for a regular board position for Special Districts. The term begins in May 2024 and the seat is open to anyone serving a Special District in Monterey County.

D. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

E. CONSENT AGENDA - ACTION ITEMS

- Approve 1. Minutes of the Rescheduled Regular Meeting of the Monterey Peninsula Airport District Board of Directors of December 13, 2023

- | | |
|---------|---|
| Approve | 2. Minutes of the Special Meeting of the Monterey Peninsula Airport District Board of Directors of December 20, 2023 |
| Approve | 3. Minutes of the Budget & Finance Committee Meeting of the Monterey Peninsula Airport District Board of Directors of January 8, 2024 |

Director Miller motioned to approve Items E.1 through Item E.3. Director Sawhney pulled Items E.1 and E.3. Director Miller amended his motion to defer Items E.1 and E.3 and to approve Item E.2. Director Gaglioti seconded. The motion passed by a roll call vote of 4-0 with Director Sawhney abstaining.

F. DEFERRED CONSENT AGENDA - ACTION ITEMS

Director Sawhney stated she pulled Items E.1 and E.3 in order to get clarification regarding the MPI lease agreement and the expected date of payment for the northside hangars. Chair Leffel confirmed with Director Sawhney that she did not have a request to amend the minutes. Director Pick motioned to approve Items E.1 and E.3. Director Miller seconded the motion. The motion passed unanimously by a roll call vote of 5-0.

G. REGULAR AGENDA - ACTION ITEMS

- | | | |
|---------|---|-----------------------------|
| Approve | 1. 2024 Board Member Committee & Liaison/Representative Appointments by Chair | |
| | a. <u>Standing Committees:</u> | |
| | i. Budget and Finance | Directors Leffel & Gaglioti |
| | ii. Air Service, Marketing, Community Relations | Directors Leffel & Pick |
| | iii. Airport Property Development and Leases | Directors Miller & Pick |
| | b. <u>Ad-Hoc Committees:</u> | |
| | i. Local Jurisdiction Liaison | Directors Leffel & Miller |
| | c. <u>Liaison/Representatives:</u> | |
| | i. Local Agency Formation Commission | Director Leffel |
| | ii. Regional Taxi Authority | Director Pick |
| | iii. Transportation Agency for Monterey County | Director Miller |
| | iv. Special Districts Association Liaison | Director Sawhney |
| | v. Association of Monterey Bay Area Governments | Director Leffel |

Chair Leffel appointed the 2024 Board Member Committee & Liaison/Representatives as listed above.

No Public Comment.

Director Pick motioned to approve the 2024 Board Member Committee & Liaison Representative Appointments made by Chair Leffel. Director Miller seconded the motion. The motion passed unanimously by a roll call vote of 5-0.

Presentation 2. Tenant Parking Relocation Plan

Deputy Executive Director Robare gave a presentation related to tenant parking relocation due to construction. She reported the communication with tenants was process based and included tenant manager meetings and communication throughout the relocation process.

Deputy Executive Director Robare answered questions regarding the presentation. She noted this relocation is long term temporary and very project dependent.

Executive Director La Pier reviewed other options being explored. There was a discussion and suggestions about alternative solutions.

No Public Comment.

H. BOARD COMMITTEE REPORTS AND ACCEPTANCE OF DEPARTMENT REPORTS

Standing Committees:

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

b. Ad-Hoc Committees:

- | | |
|-------------------------------|---------------------------|
| i. Local Jurisdiction Liaison | Director Sawhney & Leffel |
|-------------------------------|---------------------------|

c. Liaison/Representatives:

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

There was no Air Service, Marketing, Community Relations Committee meeting in January.

There was no Airport Property Development and Leases Committee meeting in January.

There was no Local Jurisdiction Liaison meeting in January.

Chair Leffel reported on the LAFCO meetings and on the recent judgement regarding the Monterey Peninsula Water Management District and the LAFCO Commissioner votes.

There was no Regional Taxi Authority meeting.

Director Miller reported there was no Transportation Agency for Monterey County meeting in December.

Director Sawhney reported she did not attend the Special Districts Association meeting. Chair Leffel reported for Special Districts Association.

Director Miller reported on the Association of Monterey Bay Area Governments (AMBAG) meeting.

No Public Comment.

A break was taken from 9:41 AM to 9:46 AM.

I. CLOSED SESSION

1. **POTENTIAL LITIGATION.** Pursuant to Gov. Code 54957.6(b)(2), the board will meet with the Executive Director and General Counsel related to potential exposure to litigation: two cases.

The Board entered Closed Session at 9:46 AM.

J. RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 11:43 AM.

Reporting out of Closed Session, District Counsel Huber stated the following board action was taken in one of the two potential litigation cases: Director Pick motioned to reject the claims made by the two claimants, Deepika Chadive and Verun Patiband. Director Gaglioti seconded. The motion passed unanimously by a roll call vote of 5-0. Notices will be sent to both claimants.

District Counsel Huber stated there was no reportable action taken in the other potential litigation case.

K. PENDING REQUESTS FOR FUTURE AGENDA ITEMS

None.

L. DISCUSSION OF FUTURE AGENDAS

None.

M. ADJOURNMENT

The meeting adjourned at 11:44 AM.

*Approved at the
Meeting of February 21, 2024*

Mary Ann Leffel, Chair

A T T E S T

*Michael La Pier
District Secretary*

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

February 2, 2024 – 1:00 PM

NOTICE REGARDING PUBLIC COMMENT FOR THIS SPECIAL BOARD MEETING

Members of the public may attend the Special Board Meeting in person and request to speak to the Board when the Chair calls for public comment. Members of the public will have up to 3 minutes to provide oral comments, pursuant to Board policy. Remote comments by members of the public will not be accepted for this Special Meeting, except in writing as outlined below.

Members of the public who desire to make a written public comment can send an email to info@montereyairport.com and 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.

A. CALL TO ORDER/ROLL CALL

Chair Leffel called to order the Special Meeting of the Monterey Peninsula Airport District Board of Directors at 1:03 PM. Director Gaglioti, Director Pick, Director Sawhney, and Director Miller were present. The following staff were present: District Counsel Huber and Acting Board Secretary Adams.

B. PLEDGE OF ALLEGIANCE

Director Sawhney led the Pledge of Allegiance.

C. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

None.

D. PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

E. CLOSED SESSION

1. **POTENTIAL LITIGATION.** Pursuant to Gov. Code 54957.6(b)(2), the board will meet with the Executive Director and General Counsel related to potential exposure to litigation: one case.

The Board entered into Closed Session at 1:04 PM.

F. RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 2:07 PM. No reportable action was taken.

G. ADJOURNMENT

The meeting adjourned at 2:07 PM.

*Approved at the
Meeting of February 21, 2024*

Mary Ann Leffel, Chair

A T T E S T

Michael La Pier
District Secretary

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

February 12, 2024 – 10:30 AM

Due to the expiration of the COVID-19 California State of Emergency, the Monterey Peninsula Airport District will return to holding meetings at the Airport Board Room, with in-person attendance. Members of the public may attend the Committee Meeting in person and request to speak to the Committee Members when the Chair calls for public comment.

Alternatively, members of the public who desire to provide input as to any item can send an email to info@montereyairport.com and 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 Committee Members for consideration and will be compiled as part of the record.

A. CALL TO ORDER

The Budget & Finance Committee Meeting of the Monterey Peninsula Airport District Board of Directors was called to order at 10:34 AM. Director Leffel, Director Gaglioti, Executive Director La Pier, Deputy Executive Director Morello, Controller Wilson, and Acting Board Secretary Adams were present. Director Gaglioti attended by videoconference from the alternate location noticed on the agenda.

B. COMMUNICATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS

None.

C. REGULAR AGENDA – ACTION ITEMS

Discuss 1. UAL Presentation by Jaime Trejo, PFM

Executive Director La Pier introduced Item C.1 and summarized the role PFM has had in the Monterey Peninsula Airport District Plan of Finance as it relates to the Safety Enhancement Program (SEP) and the new terminal building. He noted that PFM did an analysis of unfunded accrued liability (UAL) payments to CalPERS in 2022 that resulted in the board approving a buydown of the UAL from cash on hand.

Executive Director La Pier introduced Jaime Trejo with PFM who joined the meeting by videoconference.

Mr. Trejo reviewed reasons for the increase in the Monterey Peninsula Airport District's annual UAL payments (classic plans) to CalPERS in Fiscal Year 2024/25 over Fiscal Year 2023/24. He pointed out the District savings since the 2022 buydown has been almost \$1,000,000.00. However, the required payments to the three classic CalPERS plans are expected to increase significantly in FY 2024/25 due to the negative rate of return in FY 2021/22 in the CalPERS Public Employees' Retirement Fund (PERF).

Mr. Trejo and Executive Director La Pier answered questions from Directors. There was a discussion about whether or not it would make sense to do another buydown of the UAL. Executive Director La Pier stated Controller Wilson, Jaime Trejo, and Brian Galluci of PFM will do further analysis of our cash needs vs. bond debt needs.

Discuss 2. Insurance Update

Controller Wilson reported we are approved to be a member of PRISM beginning on March 31, 2024 and a quote for coverage will come shortly after that.

- Review 3. Resolution No. 1865, A Resolution Authorizing and Approving the Work Order between the Monterey Peninsula Airport District and AAA Fence Company Inc.

Deputy Executive Director Morello explained there are five areas on the Airport that are receiving soil being excavated from the construction site for the relocated commercial terminal ramp. She noted that, as part of this process, the current airside RV lot is being relocated to what used to be the outside storage area. This area will need to be fenced and fencing has been saved from another area. This resolution is to approve the work order to install the fence. Deputy Executive Director Morello reviewed the source of funds and the proposed installation schedule.

Director Leffel and Director Gaglioti agreed that the Budget & Finance Committee supports Resolution No. 1865.

- Review 4. Resolution No. 1866, A Resolution Approving Participation in the FY24 Clean Vehicle Program of the Monterey Bay Air Resources District

Deputy Executive Director Morello reminded Directors that the approved FY24 Capital Budget included a purchase of another vehicle to support the increased maintenance staff. The District has been awarded a \$10,000.00 grant from Monterey Bay Air Resources District (MBARD) under the FY24 Electric Vehicle (EV) Replacement Program and Resolution No. 1866 is asking the board to approve accepting the grant.

Deputy Executive Director Morello answered questions regarding the budget and current estimated cost for an EV truck. She noted the airport will retire a gas truck as part of the grant requirements.

Director Leffel and Director Gaglioti agreed that the Budget & Finance Committee supports Resolution No. 1866.

- Review 5. FYTD Financial Statements

Controller Wilson reviewed the FYTD Financial Statements as of December 31, 2023 stating the higher-than-expected revenues and lower than budgeted operating expenses are primarily due to the timing of a \$150k SCASDP Grant match, partially offset by higher than budgeted Property Insurance, and favorably affected by higher interest income from T-Bills.

There was a discussion about seasonal air service.

Controller Wilson reported on the status of the three open RFQs for professional financial services.

Directors discussed the effects of the recent storms on general aviation activities, specifically in context of the AT&T Pro Am.

- Review 6. Variance Analysis - MTD and YTD

There were no questions.

- Review 7. Accounts Receivable Aged Invoice Report

Controller Wilson reported on his discussions with two tenants that are behind in their Accounts Receivable.

D. ADJOURNMENT

The meeting adjourned at 11:27 AM.

*Approved at the
Meeting of February 21, 2024*

Mary Ann Leffel, Chair

A T T E S T

*Michael La Pier
District Secretary*

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

February 12, 2024 1:30 PM

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

Due to the expiration of the COVID-19 California State of Emergency, the Monterey Peninsula Airport District will return to holding meetings at the Airport Board Room, with in-person attendance. Members of the public may attend the Committee Meeting in person and request to speak to the Committee Members when the Chair calls for public comment.

Alternatively, members of the public who desire to provide input as to any item can send an email to info@montereyairport.com and 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 Committee Members for consideration and will be compiled as part of the record.

A. CALL TO ORDER

The Airport Property Development & Leases Committee Meeting of the Monterey Peninsula Airport District Board of Directors was called to order at 1:40 PM. Director Pick, Director Miller, Executive Director La Pier, Controller Wilson, and Acting Board Secretary Adams were present.

B. COMMUNICATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS

None.

C. REGULAR AGENDA – ACTION ITEMS

Review 1. Leasing Activity Review

Executive Director La Pier explained to Director Pick, a new committee member, that the Airport Property Development & Leases Committee reviews any new leases prior to them being brought to the full board.

There was a discussion about the Motion Products, Inc. (MPI) lease that has been approved but not yet executed. Controller Wilson gave an overview of the reasons for the most recent delays in the lease being executed. He reported that the current estimated commencement of the new lease is April 1st but is contingent on a clean environmental inspection and payment of all current rent owed, since MPI is purchasing the current tenant.

Executive Director La Pier reported remediation is being done on the front building at 2801 Monterey Salinas Highway and he recently had an inquiry about the space. Executive Director La Pier gave an overview of the property that included buildings, leases, and tenants at this location, as well as the terms of the main lease.

Controller Wilson reported that the area used for outside storage was cleared and the airport is relocating the RV tenants to that location March 1, 2024. Executive Director La Pier added this relocation is part of the process of dirt movement from excavation of the construction site for the relocated terminal ramp; we are filling in areas to make more developable land. He noted there is a resolution on the board agenda to approve fencing so that the RV tenants have a secure lot.

Director Miller advised Director Pick that this committee will also occasionally review land development proposals. He gave an overview of some of the items this committee has discussed in the past.

Executive Director La Pier excused himself from the meeting at 2:27 PM due to a prior commitment. He asked Controller Wilson to report to the committee on the status of the hangars on the north side.

Controller Wilson remarked that the newly constructed corporate hangar that we are purchasing from Monterey Fuel Company has not yet been rented. There have been some new ideas for use and a recent inquiry, but nothing concrete to report. He noted that we don't yet own the box hangars or the corporate hangar because they are not complete. There is a holdup with permanent power and this project is in the que for early April. Once that is complete, we'll be able to complete the purchase.

Controller Wilson gave the committee an overview of possible development opportunities that have been contemplated by a current tenant.

Director Pick asked if there are any leases expiring in the next year. Controller Wilson answered no, and that most tenants are month to month. The ground leases typically are for 40 years or more, but they are not the majority.

D. ADJOURNMENT

The meeting adjourned at 2:52 PM.

*Approved at the
Meeting of February 21, 2024*

Mary Ann Leffel, Chair

A T T E S T

*Michael La Pier
District Secretary*

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

February 14, 2024 – 1:30 PM

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

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Alternatively, members of the public who desire to provide input as to any item can send an email to info@montereyairport.com and 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 Committee Members for consideration and will be compiled as part of the record.

A. CALL TO ORDER

The Air Carrier Service – Marketing – Community Relations Committee Meeting of the Monterey Peninsula Airport District Board of Directors was called to order at 1:34 PM. Director Pick, Director Leffel, Executive Director La Pier, Deputy Executive Director Morello, and Acting Board Secretary Adams were present.

B. COMMUNICATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS

None.

C. REGULAR AGENDA – ACTION ITEMS

Discuss 1. Air Carrier Service Development Update

Executive Director La Pier discussed recent Air Carrier Service activity and developments. Local hospitality partnerships are working with us to speak with a current airline about a new market and there may be an announcement coming soon about a new service with a new air carrier.

Executive Director La Pier reported he is registered to attend the ACI Jumpstart Conference in May 2024. Our airport consultant, Mike Bown, will also attend.

Executive Director La Pier distributed a report that details the enplanements, deplanements and load factors by airline. Total enplanements in 2023 were 264,168 against total enplanements in 2022 of 228,256. He noted there are larger planes flying in 2023, so more seats available, and our load factor still averaged 78% in 2023 vs. 80% in 2022.

There was a discussion about seasonal service and when additional flights would be added back to the schedule.

Executive Director La Pier reviewed the January Cancellations & Delays report stating that the delays to Las Vegas and Dallas were both weather related.

Discuss 2. Local Marketing and Digital Outreach Update

Item C.2 was discussed after Items C.3 and C.4.

Discuss 3. Passenger Comments, Services and Amenities Update

There was a discussion about the American Airlines passenger feedback. Deputy Executive Director Morello stated staff interacted with this customer and they did arrive late. Executive Director La Pier added that the comment was shared with American Airlines management personnel.

There was a discussion about the parking management company and the parking lot gates intermittently not working during the storms.

Discuss 4. Community Noise Concerns Update

There were no noise complaints in the month of January 2024.

Discuss 2. Local Marketing and Digital Outreach Update

Executive Director La Pier reviewed the highlights of the Local Marketing and Digital Outreach Update saying that total reach continues to increase significantly with paid ads accounting for the majority of the increase.

D. ADJOURNMENT

The meeting adjourned at 2:18 PM.

*Approved at the
Meeting of February 21, 2024*

Mary Ann Leffel, Chair

A T T E S T

*Michael La Pier
District Secretary*



February 9, 2024

Memorandum

To: Mark Wilson, Controller, Monterey Peninsula Airport District

From: Jaime Trejo, Senior Managing Consultant, PFM Financial Advisors LLC

CC: Mike LaPier, Executive Director, Monterey Peninsula Airport District
Brian Gallucci, Managing Director, PFM Financial Advisors LLC

Re: Fiscal Year 2024-2025 unfunded accrued liability (UAL) payments



44 Montgomery Street
3rd Floor
San Francisco, CA 94104
415.982.5544

pfm.com

The purpose of this memo is to explain the increase in the Monterey Peninsula Airport District's (District) annual unfunded accrued liability (UAL) payments (classic plans) to CALPERS in Fiscal Year 2024/25 over Fiscal Year 2023/24.

Background

In FY2021/22, the District explored various strategies to address its unfunded pension liability as a fiscally prudent practice. Additionally, lower annual UAL payments would have the benefit of increasing the District's debt capacity, thus helping finance its Capital Development Program. After careful analysis and discussion, the District opted to use \$4 million in CARES Act funds to make additional discretionary payments (ADP) to CALPERS to lower its overall annual UAL payments. The ADPs were made on June 17, 2022, according to the following schedule:

Miscellaneous Plan	Safety Fire Plan	Safety Police
\$1,039,688	\$1,987,828	\$972,484

Expected Payments

The ADPs made on June 17, 2022 lowered the FY2022/23 UAL payments to the three classic CALPERS plans from approximately \$1,000,000 to approximately \$640,000. In FY2023/24, the required payments further decreased to approximately \$482,000 due to the positive 21.3% return CALPERS achieved in FY2020/21. The required payments to the three classic CALPERS plans are expected to significantly increase in FY2024/25 due to the -6.1% net rate of return in FY2021/22 in the CALPERS Public Employees' Retirement Fund (PERF).



The table below shows the changes in payments from FY2023/24 to FY2024/25. The increases are meant to offset shortcomings in meeting PERF asset targets in FY2021/22.

	Miscellaneous Plan	Safety Fire Plan	Safety Police
FY2024/25*	\$188,492	\$452,310	\$260,601
FY2023/24*	147,695	201,777	116,620
Increase	40,797	250,533	143,981

*Figures shown are the discounted prepayment amounts, where the District makes its payments at the start of the fiscal year versus monthly installments.

While the combined FY2024/25 annual UAL payment is higher than FY2023/24, it is not as high as it would have been had the District not made the ADPs. The table below shows the difference in payments in FY2024/25 if the District had not made ADPs in FY2021/22.

Alternatives	Combined FY2024/25 Payments
Estimated as of 6/30/2022 without ADP	\$1,373,878
Valuation Report 6/30/2022 with ADP	\$931,548
Difference due to June 17, 2022 ADP	\$(442,330)

As seen in the table above, the combined UAL payment for FY2024/25 would have been nearly \$1.4 million if the District had not made \$4 million in ADPs.

Looking Ahead

CALPERS reported a preliminary 5.8% investment return for FY2022/23, which is short of its 6.8% target. As a result, the District's UAL will increase, causing annual payments to further increase in FY2025/26.

AGENDA ITEM: G-4
DATE: February 21, 2024

TO: Monterey Peninsula Airport District Board of Directors
FROM: Michael La Pier, Executive Director
SUBJ: Resolution No. 1865, A Resolution Authorizing and Approving the Work Order between the Monterey Peninsula Airport District and AAA Fence Company Inc.

BACKGROUND. The Monterey Peninsula Airport District (MPAD) Board of Directors has previously adopted a FY 2024 Capital Improvement Program (CIP) Budget on June 21, 2023 via Resolution No. 1848. The District-Only Funded Capital Acquisitions - Project #2024-03, Airfield and Property Maintenance, was included as a FY24 CIP.

On April 20, 2022, the BOD approved Resolution No. 1819 and certified the Revised Addendum to Final Environmental Impact Report (FEIR) for the Minor Project Modifications and approved Resolution No. 1820 the Minor Project Modifications to the MRY Master Plan. The work and services to be performed under the proposed Agreement is consistent with, and covered by, the FEIR for the Airport Master Plan Project.

SCOPE OF WORK. It was identified in the Environmental approvals that construction of the relocated commercial terminal ramp would require excavation and relocation of large quantities of soil. The excavated soil would be placed in five soil deposition areas located on the northern part of the airport property. The contractor has placed the initial soil cut and asphalt grindings in the former outside storage area. The next two locations are to the west of the newly constructed General Aviation Northeast Ramp and the current airside RV lot. The current construction schedule anticipates that the contractor will be moving soil into the airside RV lot in early April 2024.

As identified in the FY2024 CIP, some District funded improvements would be necessary to accommodate the RV tenants in the northeast RV location. In preparation for the soil relocation at the airside RV lot, the current airside RV tenants have been given a 30-day notice of the relocation to the northeast RV location. GRC has prepared the area with engineering approved compaction of the soil and grindings.

Using the 2024 List of Qualified Contractors that is maintained by the Planning Department per section 22034 of the Public Contract Code, a request for quotes for installation of the reclaimed fence that was removed from the southeast ramp to the northeast RV location was provided to those potential fence installation companies on the list.

AAA Fence Company, Inc. was the only response that was received, and AAA Fence Company's schedule allows for immediate mobilization. Based on other recent fence installation projects, the unit price cost associated with the AAA Fence proposal is considered reasonable by airport staff.

IMPACT ON BUDGET. The fees associated with Project #2024-03, Airfield and Property Maintenance are included in the FY24 CIP budget with an estimate for the RV lot relocation of \$75,000.00.

SOURCE OF FUNDS. Project #2024-03, Airfield and Property Maintenance, is a District-only funded capital project with a total work order cost of \$51,650.00.

IMPACT ON OPERATIONS. There will be no impact on tenant operations when the installation is occurring.

SCHEDULE. The proposed timing anticipates construction shall be scheduled to commence on or around February 22, 2024.

RECOMMENDATION. Adopt Resolution No. 1865, A Resolution Authorizing and Approving the Work Order between the Monterey Peninsula Airport District and AAA Fence Company Inc.

ATTACHMENTS.

Resolution No. 1865
AAA Fence Company Inc. Work Proposal

RESOLUTION NO. 1865

**A RESOLUTION AUTHORIZING AND APPROVING THE WORK ORDER BETWEEN THE
MONTEREY PENINSULA AIRPORT DISTRICT AND AAA FENCE COMPANY INC.**

WHEREAS, on June 21, 2023, Resolution No. 1848, A Resolution Authorizing and Approving the Capital Budget of the Monterey Peninsula Airport District (MPAD) for Fiscal Year 2024 was adopted; and

WHEREAS, District-Only Funded Capital Acquisitions Project 2024-03, Airfield and Property Maintenance is included as a FY24 capital improvement project; and

WHEREAS, On April 20, 2022, the Board of Directors approved Resolution No. 1819 and certified the Revised Addendum to Final Environmental Impact Report (FEIR) for the Minor Project Modifications and approved Resolution No. 1820 the Minor Project Modifications to the MRY Master Plan and the work and services to be performed under the proposed Agreement is consistent with, and covered by, the FEIR for the Airport Master Plan Project.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE
MONTEREY PENINSULA AIRPORT DISTRICT:** That MPAD approves a work order agreement with AAA Fence Company, Inc. for installation of the reclaimed fence at the northeast RV location in an amount not-to-exceed \$51,650.00.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE MONTEREY
PENINSULA AIRPORT DISTRICT:** This 21st day of February 2024 by the following roll call vote:

AYES:	DIRECTORS:
NOES:	DIRECTORS:
ABSTAIN:	DIRECTORS:
ABSENT:	DIRECTORS:

Signed this 21st day of February 2024

Mary Ann Leffel, Chair

A T T E S T

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



AAA FENCE COMPANY, INC.

Lic. No. 522762

PO Box 358, Santa Clara, CA 95052 - Phone 408.727.5465 Fax 408.970.8680

PROPOSAL

Attention: Brian Roth

Project: Monterey Airport RV Lot

Date: 1/31/2024

Time: 12:00 P.M

Client: MRY

INCLUSIONS: UNION -signatory to Laborers' Union

Location: Monterey

Small Business SBE #44402 State of California

Estimator: Lino Gamboa

Addenda Noted:

Direct Phone # 408-200-1723

Move-Ins Included: 1 LIC # 522762 C-13

Email: lino@aaafenceco.com

Additional Move-Ins: \$1,250.00

Includes Installation and Tax.

☒ Prevailing Wage Included if Checked

DIR#1000002526

Bid Item	Description	Number of Units	Type	Unit Price	Total Price
1	Chainlink Fence and Gates Includes- 32 31 13 - 900'LF of 6'H Galvanized Chainlink Fence W/ 3 Strands of Barbed Wire. - 2(EA) Double Swing Vehicle Gates. 1 Gate To Be Reused Onsite. 1 Gate To Be New and Fabricated By AAA Fence Note- Existing Chainlink Fence Onsite to Be Reused See exclusions listed below	900	LF	\$57.00	\$51,300.00
Optional Insurance	Waiver of Subrogation on Workers Compensation Insurance is an additional \$250.00			ADD	\$250.00

IMPORTANT NOTE - Due to the Volatility of the Steel Market, prices quoted above are good for only 30 days from date of Proposal. After 30 days price is subject to Re-Negotiation, if terms cannot be reached AAA Fence Company, Inc. reserve the right to nullify this proposal.

EXCLUSIONS: Bond Premium, Waiver of Subrogation on Workers Compensation Insurance, Building Permits, Railroad Protective Liability Policy, Special Coverage Insurance Premiums, Penalties for Delays beyond AAA Fence Control, Clearing / Grubbing, Grading, Concrete & Asphalt Patching, Lightning Protection System, Fence Grounding & Electrical work (Power, Wiring, and Conduits), Telephone lines, Landscape Restoration, Temporary Fences, Surveys and Layout staking, Traffic Control, Painting, Demo / Removal of fences, Engineering and Calc's, Stamped Drawings, Embeds for fence posts such as Weld Plates / Post Pockets / Sonitube or Sleeves, Core-Drilling and Saw Cutting, Dewatering or Casings for post holes that encounter water during or after post hole drilling, Removal or Disposal of Dirt Spoils (Dirt spoils will be left near the fence post holes), Removal or Disposal of Hazardous Substances, Padlocks & Locking Hardware, Keying and cores for locks, Knox Boxes and Knox Padlocks, Guardrails, Handrails, Concrete Mowbands and Flat Work, Hand Digging post holes, Potholing, Liability For Locating Underground Utilities (except as identified by USA Underground), Liability For Damages To Un-located Underground Utilities, Damages or repairs to landscaping, flower / planter beds, trees, shrubbery, drain lines and pipes, sprinklers and irrigation lines, electrical or phone lines, etc..during installation of this scope of work. Repairs to existing fences as needed, Windscreens, Guardrails, Railings, Handrails, Signs on fences and gates, Bollards, POWER, FENCE GROUNDING, CONDUITS, TELEPHONE LINE(S), ACCESS CONTROL WIRING, AND ACCESS CONTROLS EXCLUDED UNLESS SPECIFICALLY INCLUDED ABOVE. (CONDUITS BY OTHERS TO BE CLEARLY LABELED, MARKED ON DRAWINGS, AND HAVE PULL STRINGS.), ENGINEERING CALCULATIONS, STAMPED DRAWING, CAD DRAWINGS, 3D DRAWINGS, BIM MODELING, UNDERGROUND UTILITIES BEYOND U.S.A. ARE TO BE LOCATED AND CLEARLY MARKED, OR EXPOSED BY G.C., OWNER, END USER OR THEIR RESPECTIVE REPRESENTATIVE PRIOR TO MOBILIZATION TO BEGIN DIGGING.

Note: All Terminal and Corner Points shall be located and clearly marked prior to our crews arrival unless otherwise indicated herein. Fence line location is the sole responsibility of the General Contractors..

Change Orders / Extra Work shall be quoted prior to being performed and requires a written Change Order prior to beginning work. Any Extra Work performed on a Time and Material Basis shall be charges at \$85.00 per man per hour for Normal Time and \$120.00 per man per hour for overtime (\$350.00 minimum Charge), Equipment Charge cost plus 30%, Materials cost is standard Contractors price, Subcontractors cost plus 10%. Time starts when the crew leaves our yard and ends when the crew returns to the yard. Rates include our work truck.

Proposal is Valid for 30 Days - Acceptance of this Proposal will require this Proposal to be incorporated into the Contract Documents as an Exhibit and shall include all Exclusions noted above. AAA Fence Company will be provided with two complete sets of plans and specifications free of charge.

AAA Fence Company, Inc. Bid Clarifications

1. AAA Fence Company, Inc. is not responsible for damage to our work caused by acts of God, including but not limited to, earthquake, windstorm and flood. It is the responsibility of the owner or general contractor to provide builders risk insurance to cover the value of our work until the final payment is made. We will be named as an insured under the project's builders risk policy.
2. AAA Fence Company, Inc. is not responsible for deductibles under builders risk policy, wrap-up policies, or other project insurance policies exceeding \$10,000 per occurrence.
3. AAA Fence Company, Inc. is not responsible for design errors or for faulty plans or specifications.
4. AAA Fence Company, Inc. is not responsible for the negligent acts of others (with the exception of our own subcontractors), including architects, engineers, other contractors, inspectors, ect.
5. AAA Fence Company, Inc. is not responsible for indemnity broader than "caused by our negligence," in accordance with Civil Code Section 2782.
6. AAA Fence Company, Inc. is not responsible for any pollutants or hazardous substances encountered at the jobsite. AAA Fence Company, Inc. will not remove or dispose of hazardous materials, dirt or debris for the jobsite.
7. AAA Fence Company, Inc. contract language is not to be interpreted in excess of the project's specifications and our scope of work for this specific job.
8. AAA Fence Company, Inc. participation in any OCIP or Wrap Up insurance program is subject to our company's review of the OCIP manual, its terms and coverage conditions and limits of coverage. The insurance premium credit will not exceed our company's insurance premium cost and rates. Under no circumstances shall our company's contribution to a self-insured retention or deductible exceed our current program deductible or \$10,000, whichever is less.
9. After 30 days the Proposal and Bid shall not be reasonably relied upon in any fashion that may subject AAA Fence Company, Inc. to a claim for damages based on promissory estoppel, or otherwise.

AAA Fence Company, Inc.

Forrest Williams - General Manager

The above Bid Clarifications are material terms of the Proposal and shall be incorporated into and considered material terms of any subcontract agreement.

TO: Monterey Peninsula Airport District Board of Directors
FROM: Michael La Pier, Executive Director
SUBJ: Resolution No. 1866, A Resolution Approving Participation in the FY24 Clean Vehicle Program of the Monterey Bay Air Resources District

BACKGROUND. With the prior concurrence of the Board of Directors, the Planning Department submitted an application to the Monterey Bay Air Resources District (MBARD) on behalf of the District under the FY24 Electric Vehicle (EV) Replacement Program, which provides a \$10,000 reimbursable grant agreement to public agencies to replace existing vehicles with all-electric vehicles.

SCOPE OF WORK. MBARD has notified the District of the award of a Reimbursable Agreement under the FY24 Program. The Monterey Peninsula Airport District (MPAD) Board of Directors has previously adopted a FY 2024 Capital Improvement Program (CIP) Budget on June 21, 2023 via Resolution No. 1848. The District-Only Funded Capital Acquisitions - Project #2024-02, Vehicle Replacement, was included as a FY24 CIP.

As part of the grant application, the Airport retired a gas engine, 2003 Ford Ranger this fiscal year. Staff have begun researching availability of EV trucks and have identified two potential options. With the award the execution of this reimbursable grant, staff will move forward with securing a firm price quote that will be brought back at a future meeting for Board approval.

IMPACT ON BUDGET. Project 2024-02, Vehicle Replacement is included in the FY24 CIP budget with a budget estimate of \$100,000.00.

SOURCE OF FUNDS. MBARD and District funds.

IMPACT ON OPERATIONS. The new EV truck will support the two new maintenance personnel approved by the board for Fiscal Year 2024.

SCHEDULE. The Reimbursable Agreement has an expiration date of one year from execution. Staff will move forward with the identification of an available vehicle immediately.

RECOMMENDATION. That the Board adopt Resolution No. 1866, A Resolution Approving Participation in the FY24 Clean Vehicle Program of the Monterey Bay Air Resources District.

ATTACHMENTS.

Resolution No. 1866
Clean Vehicle Program Reimbursement Agreement

RESOLUTION NO. 1866

**A RESOLUTION APPROVING PARTICIPATION IN THE FY 24 CLEAN VEHICLE PROGRAM
OF THE MONTEREY BAY AIR RESOURCES DISTRICT**

WHEREAS, the Monterey Bay Air Resources District (MBARD) has notified the Monterey Peninsula Airport District (MPAD) of the award of a grant for the Electric Vehicle (EV) Replacement Program; and

WHEREAS, the purpose of the Electric Vehicle Replacement Program is to fund the purchase of new 100% battery electric vehicles for public agency fleets; and

WHEREAS, MBARD has notified MPAD of the award of a Reimbursement Agreement of up to \$10,000 for replacement of an existing MPAD vehicle with an EV truck; and

WHEREAS, on June 21, 2023, Resolution No. 1848, A Resolution Authorizing and Approving the Capital Budget of the Monterey Peninsula Airport District (MPAD) for Fiscal Year 2024 was adopted; and

WHEREAS, District-Only Funded Capital Acquisitions Project 2024-02, Vehicle Replacement is included as a FY24 capital improvement project.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA AIRPORT DISTRICT THAT: the Executive Director, or his designee, is authorized and directed, for and on behalf of the Monterey Peninsula Airport District, to participate in the EV Replacement Program and to execute and submit all future documents necessary to implement such participation, 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 21st day of February 2024 by the following roll call vote:

AYES:	DIRECTORS:
NOES:	DIRECTORS:
ABSTAIN:	DIRECTORS:
ABSENT:	DIRECTORS:

Signed this 21st day of February 2024

Mary Ann Leffel, Chair

A T T E S T

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

FY24 AB2766 MOTOR VEHICLE EMISSIONS REDUCTION PROGRAM

Grant Acceptance Agreement
No. 24-08

February 5, 2024

Grantee Initials:

Clean Vehicle Program Reimbursement Agreement between the **Monterey Bay Air Resources District** And **Monterey Peninsula Airport District**

The purpose of the Electric Vehicle (EV) Replacement Program is to fund the purchase of new 100% battery electric vehicles for public agency fleets thereby promoting the use of alternative-fuel technologies and zero-emission vehicles. Pursuant to this Reimbursement Agreement ("Agreement") the Monterey Bay Air Resources District (hereafter referred to as "MBARD") hereby agrees to reimburse **Monterey Peninsula Airport District** (hereafter referred to as "Grantee") for the purchase or lease of **one (1) 2024 Ford F-150 Lightning battery-electric truck or Light-Duty electric vehicle equivalent** to be owned and operated by Grantee to replace a **2003 gasoline-powered Ford Ranger pickup truck**. The amount of the reimbursement shall not exceed **\$10,000** in MBARD funds from the AB2766 Motor Vehicle Emission Reduction Program.

A. General Agreements

1. Both parties shall execute this Agreement before MBARD is obligated to reimburse the Grantee for any expenses.
2. The **Start Date** shall be the date upon which both parties have signed the grant agreement.
3. The **Expiration Date** shall be **one year** from the Start Date. A one-time extension request may be granted at the discretion of the MBARD Board of Directors. Grantee shall submit a formal extension request letter to MBARD at least thirty (30) days in advance of the Expiration Date.
4. The **Completion Date** shall be the date the EV is delivered to the Grantee.
5. The purchase of an EV shall not otherwise be required by any local, state, and/or federal rule, regulation, or MOU currently in effect.
6. Rights to the emissions reductions resulting from the Project shall not be claimed by Grantee as emissions reduction credits or in an averaging, banking, and trading program.
7. All EVs purchased with grant funds shall come with a standard manufacturer's warranty and shall be operated according to the manufacturer's specified recommendations.
8. All EVs shall be registered by the CA Department of Motor Vehicles and have at least 75% of the total miles driven and be domiciled within the boundaries of MBARD.

B. Grantee Obligations

Grantee shall:

1. The signer of this Agreement affirms his or her legal authority to bind Grantee to the terms of this Agreement, understands and agrees to operate the EV according to the terms of the Agreement, and to not sell or gift that EV to any other party, without prior written permission from MBARD until three years after the Completion Date.
2. Execute this Agreement within **thirty (30) days** of receipt or approval from the Grantee's Board, whichever occurs first.

FY24 AB2766 MOTOR VEHICLE EMISSIONS REDUCTION PROGRAM

Grant Acceptance Agreement
No. 24-08

February 5, 2024

Grantee Initials:

3. Purchase the EV and request reimbursement from MBARD pursuant to this Agreement prior to the Expiration Date, unless otherwise extended as set forth in this Agreement.
4. Grantee hereby acknowledges and agrees that purchase of the EV is an informed and voluntary act and MBARD makes no representation or guarantee regarding quality, condition, safety or proposed use of any EV purchased under this Agreement.
5. Maintain and operate the EV in accordance with the manufacturer's specifications and intended use and shall not modify the EV in any manner inconsistent with such specifications.
6. Operate the EV as a replacement for an existing gasoline or diesel-powered fleet vehicle. Grantee shall provide evidence satisfactory to MBARD that the EV is being operated as such a replacement and shall certify to MBARD that the replaced vehicle was in operation prior to its replacement, has been taken out of service and replaced with the EV, and has either been destroyed or sold out of the State of California within a reasonable time after the vehicle has been replaced. Grantee shall use the certification form enclosed as Attachment 5 for such certification, which shall be returned to MBARD within **ninety (90) days** of the replacement.
7. Comply with all applicable MBARD, federal, State, and local laws, and regulations, and shall obtain all permits, approvals or clearances required to implement the Project, including any necessary MBARD permits.
8. Maintain property insurance on the grant-funded Project in an amount sufficient to reimburse MBARD the full grant amount. Grantee must also supply proof of commercial general liability insurance, including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.
9. These insurance policies shall remain in effect for the full Term. Grantee shall provide to MBARD a current certificate of liability insurance showing that MBARD has been named as additional insured, and evidence of property insurance showing that MBARD has been named as loss payee. No reimbursements of any grant-eligible expenditures shall be made until these documents are provided to MBARD.
10. If for any reason Grantee is awarded proceeds from the insurance policies (described above), Grantee or successor in interest shall reimburse MBARD the full amount due within 30 days of receipt of the proceeds.
11. Invoice MBARD for reimbursement of the purchase of the EV as described in Attachment 2 and provide supporting documentation in a manner and form satisfactory to MBARD staff.
12. Submit Annual Mileage Reports for **three (3) years** after the Completion Date as set forth in Attachment 3. Notwithstanding any other provision of this Agreement, the obligation to submit Annual Mileage Reports and retain records shall continue past the Completion Date until all required Annual Mileage Reports are submitted, as more fully set forth in Attachment 3.
13. At the sole option of MBARD, place, or allow MBARD to place, a logo on a prominent location of the EV. The logo design, style, color, and placement are the exclusive rights of MBARD.
14. Defend, indemnify, and hold MBARD, its officers, agents, employees and volunteers harmless from any and all losses, costs, damages, fines or expenses (including attorney fees, court costs and expert witness fees) or liability of any kind or character to any person or property arising from, or alleged to arise from, any breach of responsibilities required of Grantee by this Agreement, or which are related in any way to the Project or the EV.

FY24 AB2766 MOTOR VEHICLE EMISSIONS REDUCTION PROGRAM

Grant Acceptance Agreement
No. ~~24-08~~

February 5, 2024

Grantee Initials:

C. MBARD Obligations

MBARD shall:

1. In consideration of Grantee's performance under this Agreement, MBARD shall reimburse Grantee for the cost of purchasing the EV, said reimbursement being limited to the amount set forth on page 1 of this Agreement. MBARD shall not be obligated to reimburse Grantee for any other expenses associated with the EV or the Project, other than the purchase price of the EV.
2. MBARD may withhold reimbursement if Grantee has unmet obligation(s) under this Agreement.
3. Respond promptly to any Grantee questions regarding this Agreement.
4. Make payment within **30 days** of MBARD's approval of the invoice submitted by Grantee.
5. Should Grantee be found to be noncompliant with the terms of this Agreement, MBARD may seek relief by any remedies available under law, including a right to cancel the Agreement and/or demand that Grantee reimburse to MBARD all or a portion of the grant.

D. Assignment and Delegation

1. This Agreement and any benefits associated herewith may not be assigned without the prior written agreement of MBARD.
2. Grantee may not delegate any duty or obligation to render performance under this Agreement or assign payment of funds due under this Agreement except as provided herein, without prior written permission of MBARD.

E. Correspondence

Correspondence or notices required by this Agreement shall be sent via first class mail, email, or electronic signature software to the individuals and addressees specified below:

MBARD: Richard Stedman, Air Pollution Control Officer
Attn: [Tyrone Bell](#)
24580 Silver Cloud Court
Monterey, CA 93940
Tel: (831) 647-9411
Fax: (831) 647-8501
Email: tbell@mbard.org

Grantee: [Chris Morello, Deputy Executive Director](#)
[Monterey Peninsula Airport District](#)
[200 Fred Kane Drive](#)
[Monterey, CA 93940](#)
[Tel: \(831\) 333-2312](#)
[Email: cmorello@montereyairport.com](mailto:cmorello@montereyairport.com)

FY24 AB2766 MOTOR VEHICLE EMISSIONS REDUCTION PROGRAM

Grant Acceptance Agreement
No. 24-08

February 5, 2024

Grantee Initials:

F. Instructions For Payment

Requests for reimbursement and supporting documents shall be emailed to accounts payable@mbard.org

Check One:

- ☐ **Grantee Only** – Request payment by 1-party check payable only to Grantee.
- ☐ **Vendor Only** – Request payment by 1-party check payable only to the Vendor.
- ☐ **Grantee & Vendor** – Request payment by 2-party check payable to both.

Vendor Information:

Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

G. Severability

If any clause or term of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the Agreement shall remain in full force and effect.

H. Entire Agreement

1. This Agreement and all Attachments contain the entire Agreement and all rights and obligations of the parties.
2. Any amendment to this Agreement may be proposed in writing by either party and shall be signed and dated by both parties before it becomes effective. Oral representations by either party or their representatives shall have no binding force or effect.

I. Termination

Unless otherwise agreed in writing between the parties to this Agreement, this Agreement shall expire on the Expiration Date.

J. Stop Notice

1. MBARD may issue a Stop Notice to Grantee should any of the following occur:
 - a. Breach, or failure to abide by any terms or conditions of this Agreement;
 - b. Assignment of any benefits of this Agreement, or delegation of any duties due under this Agreement to a third party;
 - c. Bankruptcy, or dissolution of Grantee;
 - d. Failure by Grantee to perform duties and responsibilities in a timely, professional or competent manner;
 - e. Failure by Grantee to make reasonable progress toward implementing this Agreement.
2. Upon receipt of a Stop Notice Grantee shall cease implementation of the Project by the date indicated in the notice.

FY24 AB2766 MOTOR VEHICLE EMISSIONS REDUCTION PROGRAM

Grant Acceptance Agreement
No. ~~24-08~~

February 5, 2024

Grantee Initials:

K. Acceptance

The undersigned authorized representatives of the parties to this Agreement do hereby agree to abide by all the terms and conditions of this Agreement:

For Grantee:

For MBARD:

Michael La Pier, AAE
Executive Director
Monterey Peninsula Airport District

Richard A. Stedman
Air Pollution Control Officer
MBARD

Date: _____

Date: _____

FY24 AB2766 MOTOR VEHICLE EMISSIONS REDUCTION PROGRAM

Grant Acceptance Agreement
No. 24-08

February 5, 2024

Grantee Initials:

ATTACHMENT 1: Statements and Certifications

A. Disclosure of Funds Statement

I certify that I shall not submit another application or sign another agreement or contract for the same specific electric vehicle designated in this Agreement, with any other source of funds, including but not limited to other air districts or the California Air Resources Board, for a multi-district project.

Grantee has received prior or other incentive funding for this project EV:

☐ No

☐ Yes

Funding Source: _____

Amount (\$): _____ Contract Term (years): _____

B. Conflict of Interest Certification

I certify that no Principal, Director, or Executive of the Grantee is a member of MBARD Board of Directors, MBARD Advisory Committee, MBARD Hearing Board, any other MBARD committee, nor is a member of MBARD staff, unless listed below.

I further certify no principal of the Grantee has an economic relationship with a member of the Board of Directors, Advisory Committee, Hearing Board, or any member of MBARD staff, unless listed below.

Disclosure of any said memberships or economic relationships is required. Non-disclosure may result in immediate termination of this Agreement by MBARD, without prior notice.

List of disclosed conflicts (if any, use extra sheets if necessary):

Grantee Principal, Director, or Executive

Basis of Conflict

For Grantee:

Michael La Pier, AAE
Executive Director
Monterey Peninsula Airport District

Date: _____

This concludes Attachment 1

FY24 AB2766 MOTOR VEHICLE EMISSIONS REDUCTION PROGRAM

Grant Acceptance Agreement
No. *24-08*

February 5, 2024

Grantee Initials:

ATTACHMENT 2: Special Grant Conditions

Project: *EV Replacement*

Grantee: *Monterey Peninsula Airport District*

The special conditions in this Attachment take precedence over any conflicting terms and conditions elsewhere in this Agreement and are listed below:

1. GRANTEE shall not commence with any grant funded project activity as described in this grant agreement until the grant is fully executed by the District and Grantee.
2. GRANTEE shall allow District staff or a representative to inspect the grant-funded replacement vehicle or provide verification of the vehicle's mileage to District staff upon request for a period of three (3) consecutive years following the Completion Date.
3. GRANTEE shall identify and acknowledge the District as the source of grant funding in all literature, press releases or media events regarding the Project.
4. Reports shall be submitted via an online reporting form:
<https://portal.laserfiche.com/x4671/forms/AB2766Report>

This concludes Attachment 2

FY24 AB2766 MOTOR VEHICLE EMISSIONS REDUCTION PROGRAM

Grant Acceptance Agreement
No. ~~24-08~~

February 5, 2024

Grantee Initials:

ATTACHMENT 3: Instructions for Mileage Reports

1. Reports Required

Annual Mileage Reports are required as described below from the Grantee to MBARD for three (3) consecutive years after the Completion Date.

2. Schedule of Reports

Grantee's first Annual Mileage Report shall be through December 31 of the calendar year of the Start Date. Subsequent Annual Mileage Reports shall cover a full calendar year and shall be due by January 30 of the following year.

3. Content of Reports

Each Annual Mileage Report shall report EV miles driven for the periods set forth above. The report shall also describe any major repairs or modifications, malfunctions, and/or replacement of the EV during the year.

4. How To Report

Grantee shall submit annual mileage reports by the date required via email to: tbell@mbard.org.

5. Record Retention

Grantee shall retain all use, repair, and maintenance records for a minimum of three (3) years after the Completion Date.

6. Noncompliance

Noncompliance with the reporting requirements shall require on-site monitoring or inspection(s).

This concludes Attachment 3

FY24 AB2766 MOTOR VEHICLE EMISSIONS REDUCTION PROGRAM

Grant Acceptance Agreement
No. ~~24-08~~

February 5, 2024

Grantee Initials:

ATTACHMENT 4: Reimbursement Request Instructions

A. General

Grantee shall use the Reimbursement Request Form on the following page (1 page plus attachments) to request payment to a vendor or reimbursement to Grantee for the purchase of the EV ("Reimbursement Request"). Reimbursement Requests shall be approved by MBARD staff prior to reimbursement. Grantee shall provide supporting documentation satisfactory to MBARD staff. Reimbursement Requests shall include original, ink signature or digital signature of Grantee, emailed to: accountspayable@mbard.org.

B. Attachments to Reimbursement Request

Include the following attachments to the Reimbursement Request Form (copies are acceptable):

1. Invoices must be itemized.
 - a. If payment is solely to Grantee itemized receipts or invoices must be marked "Paid," or attach cashed checks.
 - b. If payment is solely to vendor attach unpaid itemized invoices or Grantee's purchase orders.
 - c. If payment is by two-party check attach unpaid itemized invoices or Grantee's purchase orders.
2. Manufacturer's written certificate of warranty for all EVs covering parts and labor for at least one year or equivalent use.
3. A copy of the vehicle registration.
4. A photo showing the complete vehicle.
5. Any other expenses or payment documentation as requested by MBARD.

C. Reimbursement Request Processing

MBARD shall pay invoiced amount within 30 days of the following conditions being met:

1. An original Reimbursement Request signed by Grantee was delivered to MBARD in accordance with this Agreement and was approved by MBARD;
2. MBARD has conducted a Completion/Post Inspection of the EV.
3. MBARD has found that the Grantee has met all applicable terms and conditions of the Agreement.

FY24 AB2766 MOTOR VEHICLE EMISSIONS REDUCTION PROGRAM

Grant Acceptance Agreement
No. **24-08**

February 5, 2024

Grantee Initials:

Reimbursement Request Form

Email To: accountspayable@mbard.org

This letter is to request reimbursement for the following project:

1. Project Identification:

Project Number: 24-08 Phone: _____

Grantee: Monterey Peninsula Airport District

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

2. Description of Expenditures:

Vehicle Make and Model: _____

Vehicle Identification Number (VIN): _____

Vehicle License Plate Number: _____

1. Amount of Reimbursement Request: \$10,000

Less Than Total Grant Amount? ☐ Yes ☒ No Final Invoice? ☒ Yes ☐ No

2. Instructions for Payment:

☐ In-Person Pickup at MBARD Name & Phone #: _____
☐ ACH (Must Provide Photo ID)
☐ Send Check By Mail
☐ Other (Describe): _____

3. Is this a two-party check? ☐ Yes ☐ No

4. Payee Tax Identification:

Federal/State Employer ID, or SSN of Grantee and/or Vendor: _____

5. Signature:

I certify that all expenditures for which reimbursement is hereby requested, occurred for the purposes stated in this invoice.

Printed Name

Grantee Signature

Date

FY24 AB2766 MOTOR VEHICLE EMISSIONS REDUCTION PROGRAM

Grant Acceptance Agreement
No. 24-08

February 5, 2024

Grantee Initials:

ATTACHMENT 5:
Replacement Certification Form

I certify that the Replaced Vehicle(s) described below was in operation as of the Start Date and has been taken out of operation and replaced with the EV(s).

I further certify that the Replaced Vehicle(s) described below has been (**check one**):

- ☐ **Destroyed**
- ☐ **Will be destroyed by** _____ (enter date; certificate/proof of destruction required)
- ☐ **Sold out of the State of California** (copy of sales receipt required)

Description of Replaced Vehicle(s):

	<u>Vehicle #1</u>	<u>Vehicle #2</u>
Make & Model:	_____	_____
VIN:	_____	_____
License Plate #:	_____	_____

- ☐ **In the process of being sold out of the State of California** (copy of sales receipt required)

Please describe in detail the efforts to sell the Replaced Vehicle(s) out of the State of California:

Printed Name

Title

Signature

Date

This concludes Attachment 5

AGENDA ITEM: H
DATE: February 21, 2024

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 Mark Wilson, Controller](#)

FIRE.

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

OPERATIONS.

[Operations Report by Whitney Robare, Deputy Executive Director Operations and Maintenance](#)

PLANNING AND DEVELOPMENT.

[Planning and Environmental Monthly Project Report by Chris Morello, Deputy Executive Director](#)

POLICE.

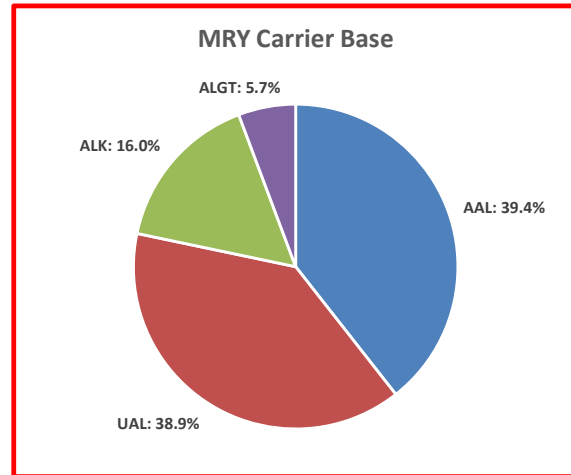
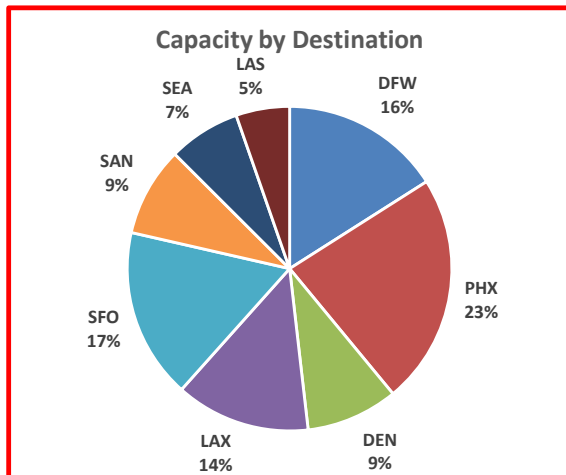
[Police Activity Report by Del Rey Oaks Police Department](#)

RATING	DATE OF VISIT	TIME OF VISIT	PURPOSE	FLIGHT	AIRLINE	COMMENT	CITY	STATE
POOR	1/28/2024	2:45 AM	Departing	-	Alaska	Rude service at Woody's cafe.	Vista	CA
POOR	1/31/2024	3:30 PM	Departing	-	American	So so awful. Not even a person working at the desk to help us. Watched our flight take off because we didn't have anyone to help us. I fly here multiple times a year and will only be flying delta to San Jose from now. American had awful service and the airport didn't have anyone there to help either. Avoid this airport awful service.	Salt Lake City	UT

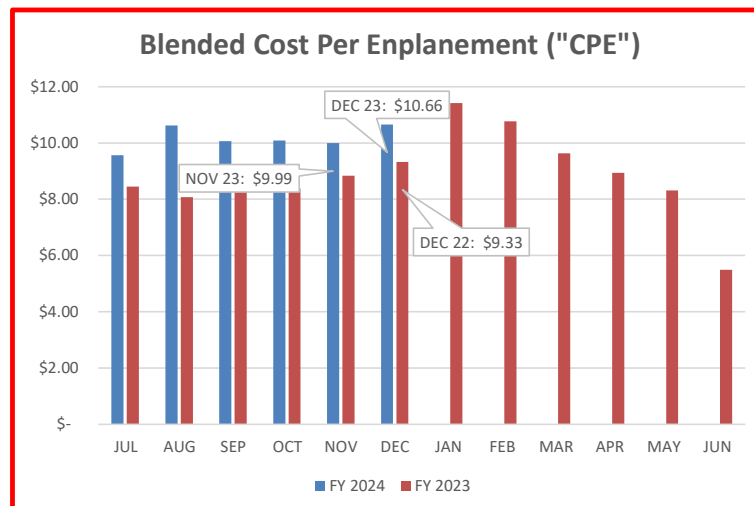
TO: Michael La Pier, Executive Director, Monterey Regional Airport
FROM: Mark Wilson, Controller
SUBJECT: Discussion and Analysis of the December 31, 2023 Financial Statements

KEY OPERATING STATISTICS. December enplanements were 20,599 (vs. 21,454 budgeted), up 17.3% from the 17,556 in the same period in 2022. December commercial airline landings were less than budgeted (325 actual vs. 361 budgeted). Total Passengers for the month of December were 40,439, up 30% from 31,213 in the same period in 2022. Total aircraft operations for December were 3,938, up from 3,641 in the same period in 2022, and Vehicle exit counts in the parking lots were 10,911, up 7.8% from the exit counts in December of 2022.

In December 2023, American Airlines accounted for approximately 39.4% of the passenger enplanements. Monterey Regional Airport's enplaning passenger carrying capacity for December was 26,410 Seats, with an overall Passenger Load Factor of 78.0%.



In December, the Airport's blended CPE was \$10.66, compared to \$9.33 in the same period in 2022. The \$01.32 increase reflects the impact of the increased Rates & Charges implemented in FY24 (\$2.01) and partially offset by the favorable impact of increased enplanements.



LIQUIDITY AND CAPITAL RESOURCES. As of December 31, 2023 the Airport had unrestricted cash and investments of \$16.267M.

In 2022, the Airport received an FAA Grant Award of \$9.483M for the new ARFF building. In September 2023, the Airport received a \$23,053,049 Grant towards the \$43 Million Commercial Apron Project, and was awarded a \$3.0M Grant for Terminal design under the competitive BIL/ATP process. We are waiting on approval of the \$3,322,281 Grant for remaining Terminal Design costs under the BIL Entitlement program. In October 2023, the Airport was awarded a \$750,000 Grant from USDOT under the Small Community Air Service Development Program for a goal of non-stop service to Chicago.

As of December 31, 2023 the Airport had Restricted PFC cash and investments of \$1.808M and Restricted CFC cash and investments of \$1.221M.

The Current Ratio of unrestricted current assets to current liabilities is a very healthy 20.7X. This compares favorably to an overall Airport Industry Benchmark* of 5.39X. Days Cash on Hand (based on FY 24 Budgeted Operating Expenses), was 597.0, which is in line with the overall Airport Industry Benchmark* of 640.5 Days.

OPERATING INCOME. The Airport's higher than budgeted revenues and lower than budgeted operating expenses in December (due primarily to the the timing of the SCASDP Grant match (\$150K), partially offset by higher than budgeted Property Insurance renewal) resulted in an operating income of \$183.9K, which is a favorable variance of \$144.6K to December's budgeted operating income of \$39.4K.

	OPERATING INCOME			
	December 2023 ACTUAL	December 2023 BUDGET	VARIANCE Favorable (Unfavorable)	
			\$	%
Operating Revenues	\$ 1,068,371	\$ 1,012,714	\$ 55,657	5%
Operating Expenses	(884,446)	(973,354)	88,909	9%
Operating Income	<u>\$ 183,925</u>	<u>\$ 39,360</u>	<u>\$ 144,565</u>	<u>367%</u>

REVENUES. December 2023 combined reported Airport Operating Revenues were \$1,068K, which was \$55.7K/(5%) higher than budget (\$1,013K). This favorable variance was primarily due to higher Interest Income earned on T-Bills.

	December 2023 ACTUAL	December 2023 BUDGET	VARIANCE Favorable (Unfavorable)	
			\$	%
Terminal Revenues	\$ 548,955	\$ 551,143	\$ (2,187)	0%
General Aviation	143,720	143,541	179	0%
Non-Aviation	177,830	179,839	(2,009)	-1%
Other Operating	107,559	101,336	6,223	6%
Interest Income	90,306	36,856	53,451	145%
Total Operating Revenues	<u>\$ 1,068,371</u>	<u>\$ 1,012,714</u>	<u>\$ 55,657</u>	<u>5%</u>

* Source: Merritt Research Services Benchmark Central - Airport Medians for 2022.

Terminal Revenues:

Commercial Aviation fees (\$107.5K) for December were lower than budget (\$130.9K) due primarily to lower American landing (\$21.5K), Apron fees (\$5.1K) and fuel flowage fees (\$3.5K). DMA reported fuel sales of 198,942 gallons to the airlines for the month (49% to American, 27% to United, 23% to Alaska, 1% to Allegiant).

Terminal Rents (\$173.4K) for December were materially on budget (\$171.0K).

TNC Permits, Trip Fees & Peer-to-Peer Rentals (\$19.7K) for December were higher than the budget (\$16.7K) by \$3.0K/18%. This favorable variance was primarily due to higher than budgeted TNC Trip Fees (\$2.9K).

Terminal Concessions (\$29.5K) for December were higher than budget (\$24.0K) due primarily to favorable variances from Woody's (\$4.3K) and Lamar (\$1.3K).

Rental Car Concessions (\$111.2K) for December were higher than the budget (\$107.8K) by \$3.4K/3%. This favorable variance was due primarily to higher than budgeted revenue from Hertz and Enterprise, partially offset by lower than budgeted rental car activity for National/Alamo, and GO Rentals.

Parking Concession (\$107.6K) for December was higher than the budget (\$100.8K) by \$6.8K/7%. Parking Concession revenues for December were budgeted at 10,121 parked cars with an average of \$9.96 net to MPAD. In December the number of parked cars was more at 10,911 with an average of \$9.86 net to MPAD per car, resulting in a favorable variance.

General Aviation Revenues:

Heavy General Aviation revenues, including landing fees (\$108.2K) for December were higher than budget (\$97.6K) due primarily to higher fuel flowage (\$7.2K) and landing fees (\$2.5K). MJC and DMA reported fuel sales of 120,169 and 78,912 gallons of Jet A, respectively, for the month. MJC and DMA reported 211 and 181 revenue landings, respectively, for the month.

Light General Aviation revenues (\$35.5K) for December were lower than budget (\$45.9K) due primarily to budgeted rents for the Northeast corporate hangar which was not leased in December (\$12.5K).

Non-Aviation Revenues:

Non-Aviation revenues (\$177.8K) for December were materially on budget (\$179.8K).

Other Operating Revenues:

Other Operating revenues (\$107.6K) for December were higher than budget (\$101.3K) due primarily to higher than budgeted Business License Fees (\$3.1K).

Interest Income:

Interest Income (\$90.3K) for December exceeded budget (\$36.9K) due to higher than budgeted interest income earned on T-Bills.

EXPENSES. Total operating expenses of (\$884.4K) for December were lower than the budget (\$973.4K) by \$89K/9%. \$150K of this favorable variance is due to the timing of the SCASDP match funding, partially offset by the unbudgeted increase in Property Liability Insurance (\$44.0K). Other favorable variances occurred in Salaries & Taxes, Employer Benefits, offset by higher Repairs & Maintenance, Recruitment and Training and Utilities; detailed analyses follows:

OPERATING EXPENSES - BY MAJOR CATEGORY TYPE				
	December 2023 ACTUAL	December 2023 BUDGET	VARIANCE Favorable (Unfavorable)	
			\$	%
Salaries & Taxes	\$ 199,428	\$ 225,263	\$ 25,835	11%
Employer Benefits	97,156	107,601	10,445	10%
Recruitment & Training	26,258	8,010	(18,248)	-228%
Business Expenses	76,190	38,381	(37,808)	-99%
Supplies & Materials	8,259	12,345	4,086	33%
Repairs & Maintenance	83,491	55,544	(27,947)	-50%
Outside Services	274,003	269,161	(4,842)	-2%
Professional Services	36,442	32,939	(3,503)	-11%
Marketing, PR	17,456	172,550	155,094	90%
Utilities	47,837	33,662	(14,175)	-42%
Interest Expense	17,926	17,899	(27)	0%
Total Operating Expenses	<u>\$ 884,446</u>	<u>\$ 973,354</u>	<u>\$ 88,909</u>	<u>9%</u>

OPERATING EXPENSES - BY DEPARTMENT				
	December 2023 ACTUAL	December 2023 BUDGET	VARIANCE Favorable (Unfavorable)	
			\$	%
Admin & Finance	\$ 218,452	\$ 332,201	\$ 113,749	34%
Planning & Marketing	81,589	81,975	386	0%
Maintenance	164,323	161,848	(2,475)	-2%
Operations	65,276	68,314	3,038	4%
Police	113,139	115,230	2,091	2%
Fire	175,739	171,892	(3,847)	-2%
Board of Directors	14,502	17,690	3,188	18%
Rental Properties	33,499	6,305	(27,194)	-431%
Interest Expense	17,926	17,899	(27)	0%
Total Operating Expenses	<u>\$ 884,446</u>	<u>\$ 973,354</u>	<u>\$ 88,909</u>	<u>9%</u>

Salary & Taxes Expenses (\$199.4K) for December were lower than the budget (\$225.3K) by \$26K/11%. This favorable variance was primarily due to lower salaries and wages for the Admin & Finance Department (\$20.7K) due to the unfilled Assistant Controller position.

Employer Benefit Expenses (\$97.2K) for December were lower than the budget (\$107.6K) by \$10.4K/9.7%. This favorable variance was primarily due to lower CalPERS Health Insurance (\$6.3K) and lower CalPERS Retirement (\$2.0K) due to non-elected benefits and unfilled positions.

Personnel Recruitment, Training & Pre-Employment and Related Expenses (\$26.3K) for December were higher than Budget (\$8.0K) by \$18.2K/228% due primarily to higher Dues & Subscriptions (\$9.5K).

Business Expenses (\$76.2K) were higher than Budget (\$38.40K) by \$37.8K/99%. This unfavorable variance was primarily due to higher than budgeted Property Liability Insurance (\$44.0K) which was renewed on November 1st. We expect to transition to a lower cost Property Liability Insurance program with PRISM effective 3/31/2024.

Supplies & Materials expenses (\$8.3K) for December were lower than Budget (\$12.3K) by \$4.1K/33%. This favorable variance was primarily due to lower than budgeted Custodial Supplies & Materials (\$4.2K).

Repair & Maintenance expenses (\$83.5K) for December were higher than Budget (\$55.5K) by \$27.9K/50% due primarily to higher Rental Space Repair & Maintenance (\$15.3K), District Vehicle R&M (\$4.5K), General R&M (\$4.4K), Terminal R&M (\$7.0K) , partially offset by lower Landscape & Grounds R&M (\$5.1K).

Outside Services expenses (\$274.K) for December were materially on Budget (\$269.2K).

Professional Service expenses (\$36.4K) for December were higher than Budget (\$32.9K) by \$3.5K/11% due primarily to higher than budgeted Human Resources (\$9.4K) expenses, partially offset by lower Computer/LAN & IT expenses (\$3.3K).

Marketing, Public Relations, Air Service Development and Social Media Marketing expenses (\$17.5K) for December were lower than Budget (\$172.6K) by \$155.1K/90%. This favorable variance was primarily due to the timing of 20% matching payments for the Small Community Air Service Development Program Grant (\$150.K).

Utilities expenses, combined (\$47.8K) for December were higher than Budget (\$33.7K) by \$14.2K/42% due primarily to the annual adjustment to electricity expense for power off the Solar Array (\$8.2K) and higher than budgeted water expense (\$7.3K).

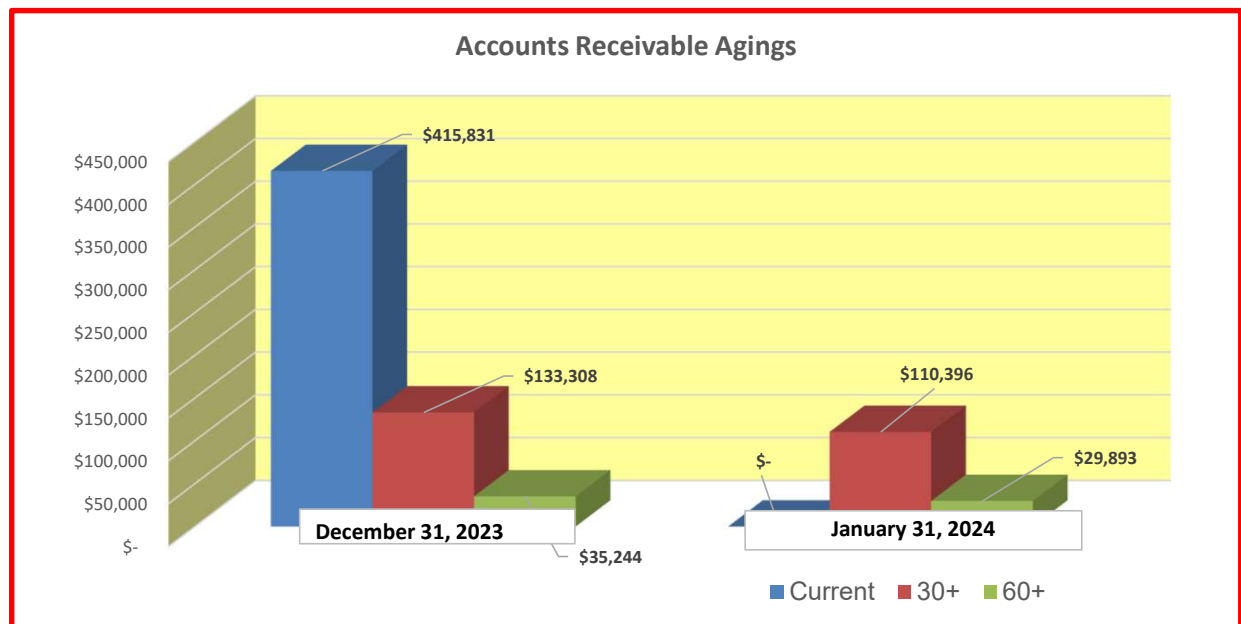
Interest expense (\$17.9K) for December was on budget (\$17.9K).

SELECTED BALANCE SHEET ANALYSES:

ACCOUNTS RECEIVABLE. The accounts receivable balance on December 31, 2023 was \$584.4K. This balance is \$83.7K or 13% lower than the November 30, 2023 balance (\$668.1K), and \$110.9K/23% higher than the \$473.5K balance on December 31, 2022. The accounts receivable balance over 60 days old on December 31, 2023, was \$35.2K.

Chart 2 below graphically presents the aging of accounts receivable (1) as of December 31, 2023 and (2) prior to the next billing cycle (January 31, 2024).

Chart 2



Total accounts receivable of \$584.4K as of December 31, 2023 was comprised of \$235.1K/(40.2%) from Commercial Airlines, \$17.5K/(3.0%) from Rental Car companies, \$78.3K/(13.4%) from FBOs, \$104.6K/(17.9%) from Parking, \$28.8K/(4.9%) from the Monterey Hi-Way Self Storage, \$27.7K/(4.7%) from TNCs and Taxis, \$18.1K/(3.1%) from Woody's and \$74.3K/(12.7%) from all other customer accounts.

The District carries a \$10K allowance for doubtful accounts. Prepaid accounts receivable as of December 31, 2023 of \$17.3K have been reclassified to deferred revenue.

Chart 3 below graphically presents the composition of accounts receivable by major customer/concessionaire/tenant.

Chart 3

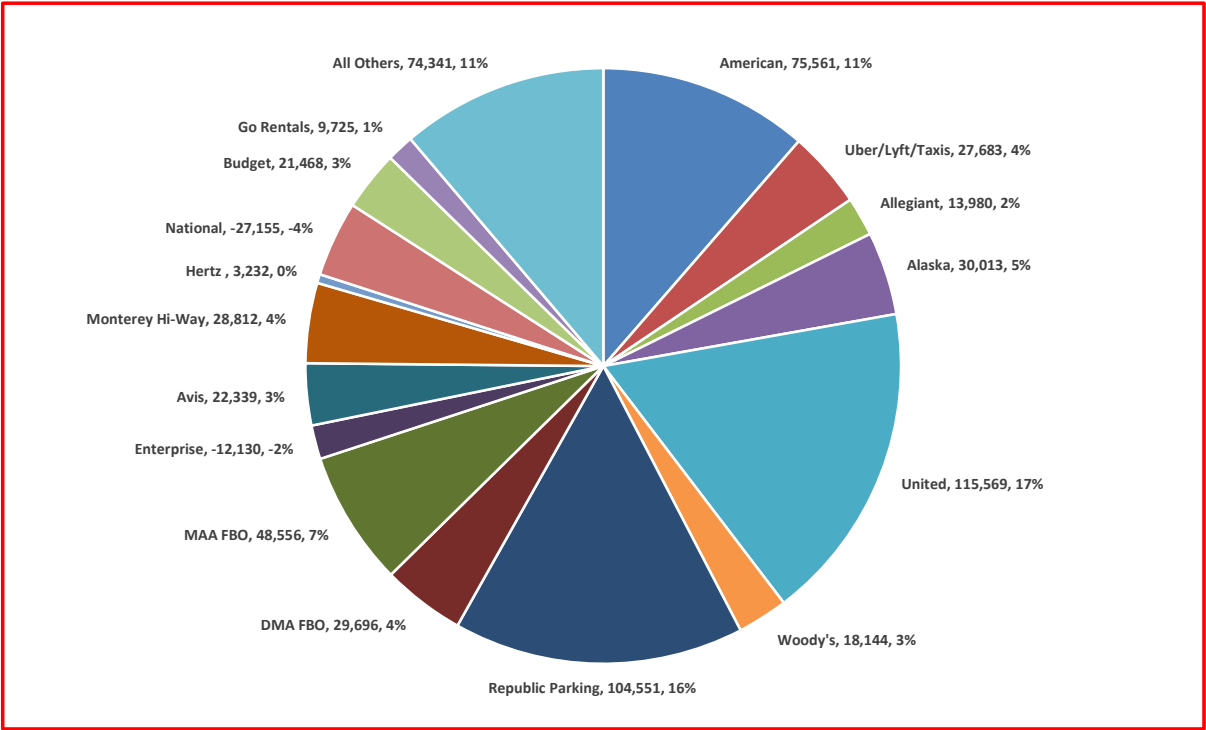
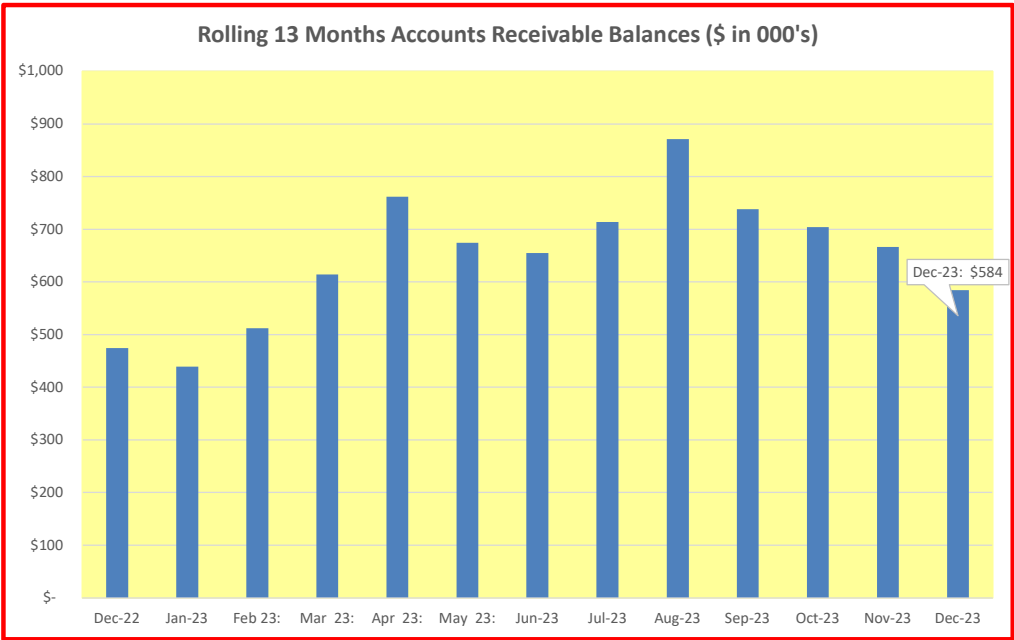


Chart 4 below depicts the total accounts receivable balances for the 13 months from December 2022 to December 2023.

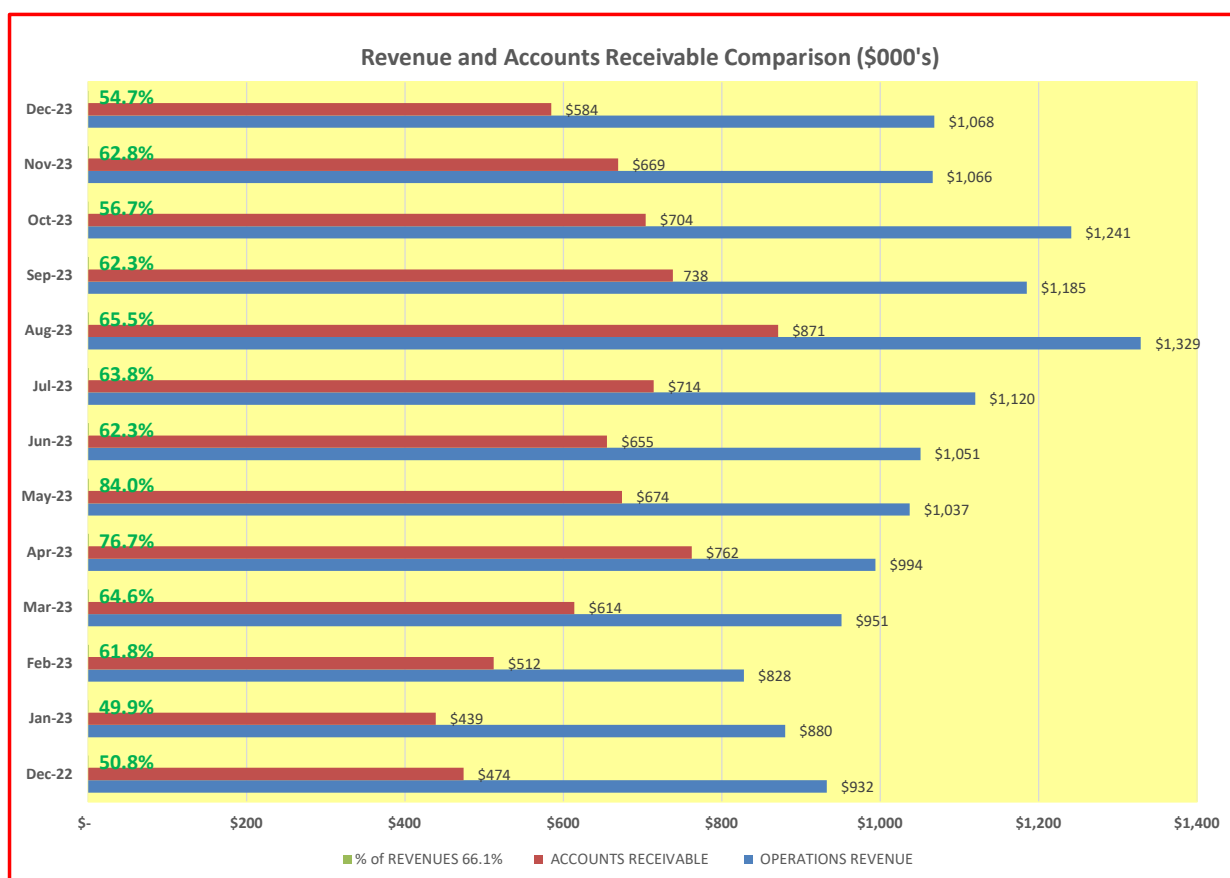
Chart 4



The balance of accounts receivable at month-end aligns with operating revenues in that month. On December 31, 2023, accounts receivable is 54.7% of revenues and the rolling thirteen-month average is 62.8%.

Chart 5 below graphically presents the monthly comparison of accounts receivable to operating revenues.

Chart 5

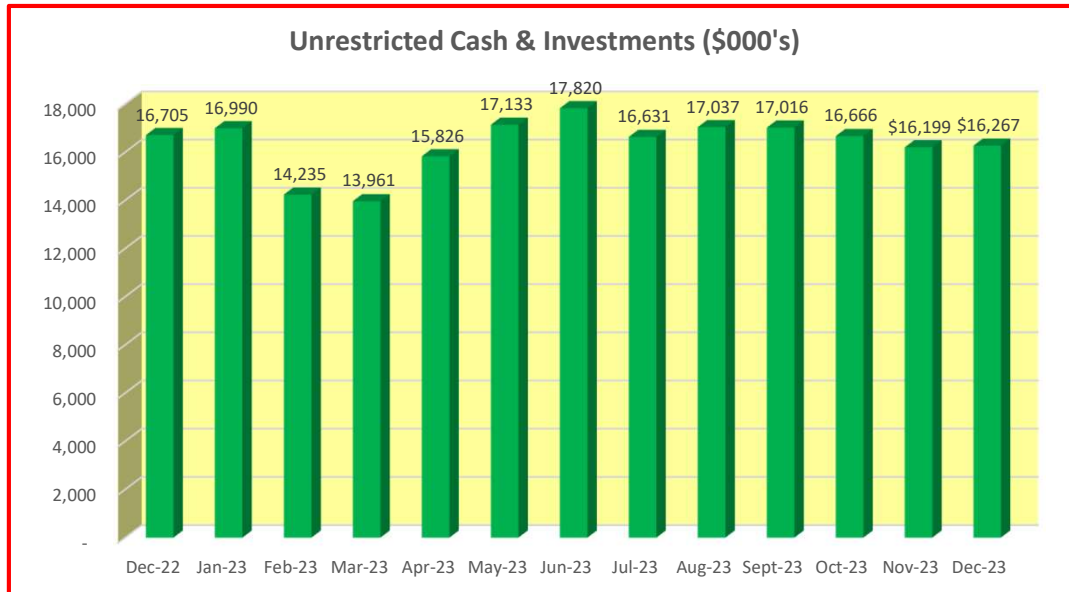


UNRESTRICTED CASH AND INVESTMENTS. The unrestricted cash and investments balance on December 31, 2023, was \$16.267M and the unrestricted cash and investments balance on November 30, 2023 was \$16.199M, an increase of \$.068M.

The increase in unrestricted cash and investments was primarily due to: (1) net cash inflows from restricted to unrestricted cash and investment accounts of \$7.7K, (2) cash provided by Operating Activities of \$10K, cash used by Capital and Related Financing Activities of \$105K, and cash provided by Investing Activities of \$69K (see Statement of Cash Flows on Page 17 for more details).

Chart 6 graphically presents the monthly balances of unrestricted cash and investments.

Chart 6



SELECTED OPERATING STATISTICS:

ENPLANEMENTS AND LOAD FACTORS. The table below presents simple load factors for fiscal years 2018 to 2024. 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%; FY21 load factors reflect the impact of COVID-19. Commercial Airline aircraft types have a direct impact on capacity and potential changes in enplanements. As the mix of aircraft and destinations change, the goal is to have load factors sustained or increased, which indicates that customers are willing to use the services offered by the Airlines.

	December 31, 2023				FYTD			
Fiscal Year	Load Factors	Enplanements	Available Seats	Flights	Load Factors	Enplanements	Available Seats	Flights
2024	78.0%	20,599	26,410	325	76.9%	141,803	184,464	2,214
2023	71.3%	17,556	24,624	300	77.7%	122,894	158,179	2,280
2022	75.4%	17,575	23,295	340	75.3%	122,816	163,077	2,368
2021	40.8%	6,102	14,970	201	46.6%	39,222	84,128	1,157
2020	76.6%	19,350	25,276	384	76.8%	124,995	162,804	2,480
2019	63.4%	15,477	24,422	370	69.8%	96,852	138,853	2,094
2018	75.4%	15,740	20,880	313	78.4%	99,359	126,790	1,989

Airline/destination specific simple load factors for December 2023 were American/DFW 82.5%, American/PHX 78.8%, United/DEN 87.2%, United/LAX 76.9%, United/SFO 70.7% Alaska/SAN 78.9%, Alaska/SEA 75.5%, and Allegiant/LAS 84.0%. JSX did not operate in December.

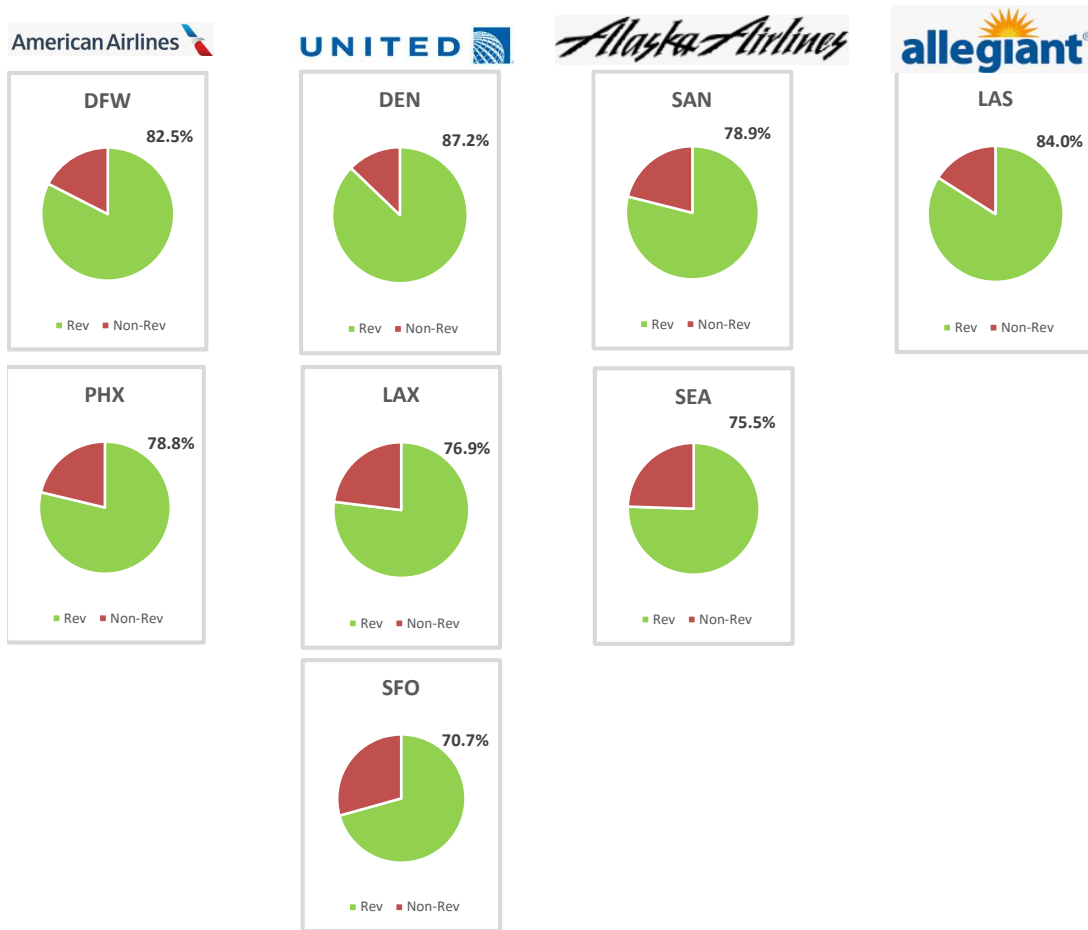
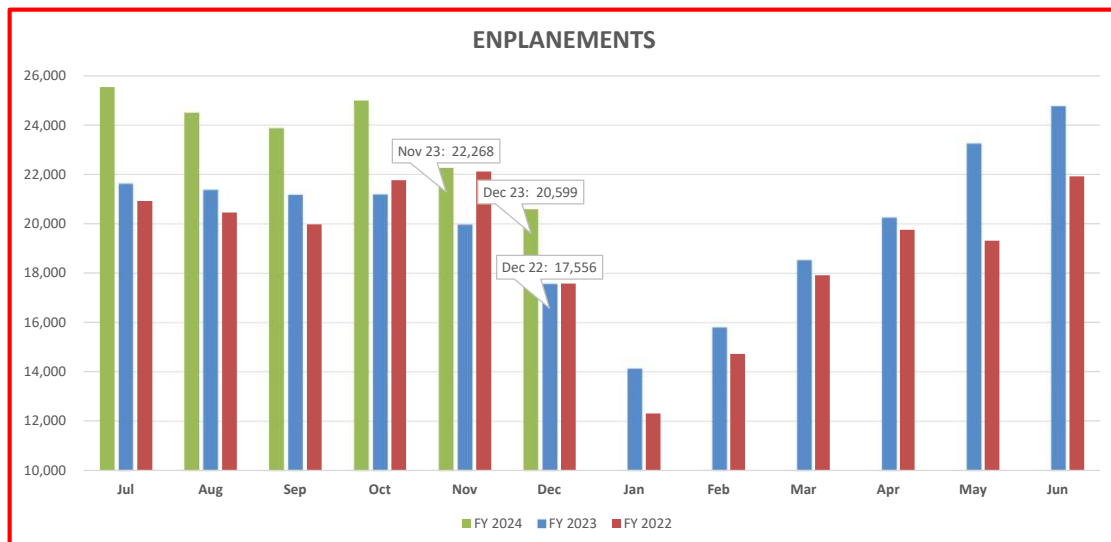


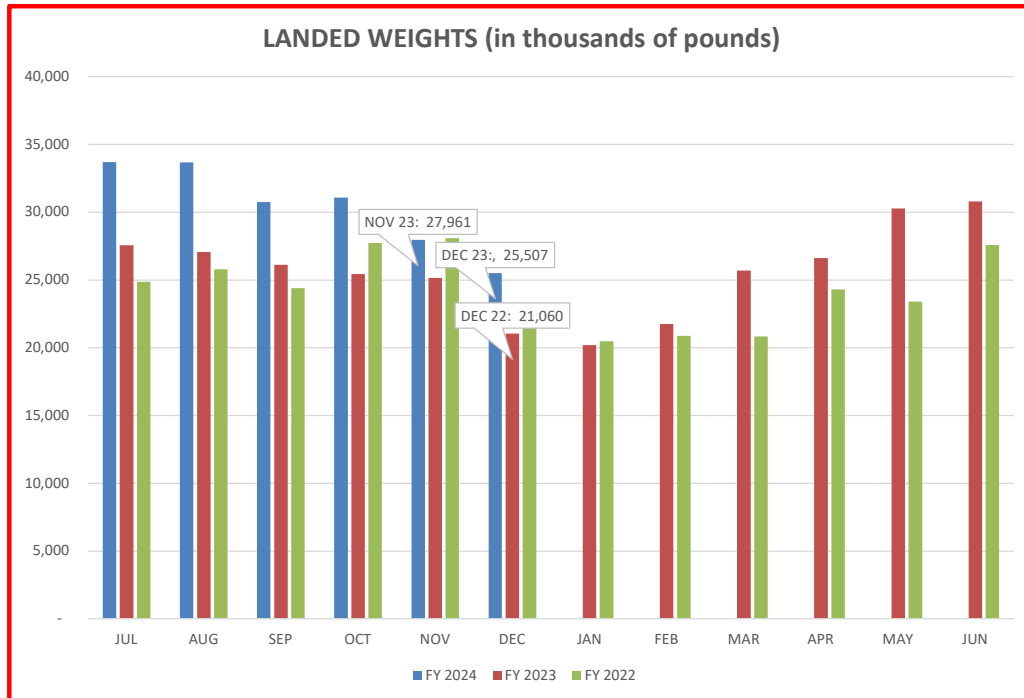
Chart 7 below presents a comparison of monthly enplanements for FY 2024 to all FY 2023 and FY 2022 enplanements (which reflect the seasonality of the Airport's business cycle). When comparing enplanements for December 2023 (20,599) and November 2023 (22,268), enplanements decreased by 1,669, due primarily to the anticipated reduction in seasonal demand and reduced overall capacity from 27,783 seats to 26,140 seats. When comparing December 2023 to December 2022, enplanements increased by 3,043/17.3%: (20,599) vs. (17,556).



LANDED WEIGHTS. Chart 8 compares the Airport's landed weights for FY 2024 to FY 2023. We anticipate landed weights for FY 2024 to increase as American continues up-gauging with heavier aircraft (the Mainline A319 has a MGLW of 137,788 pounds, as compared to a MGLW of 74,957 pounds for the Regional Embraer 175).

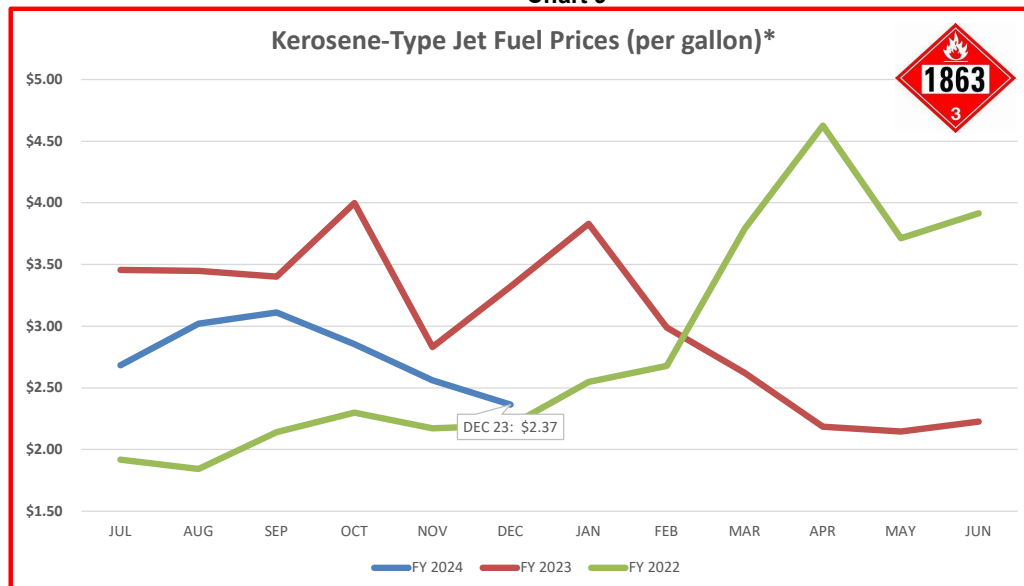
Total landed weights for December 2023 were 25,507K pounds, an increase of 4,447K pounds over the 21,060K pounds landed in the comparable period in 2022, and a decrease of 2,454K pounds over the 27,961K pounds landed in November 2023, due primarily to the anticipated reduction in seasonal demand and reduction of flights (343 in November vs. 325 in December).

Chart 8



JET FUEL PRICES. Fuel (after crew costs) is an airline's largest operating cost, comprising as much as 29% of operating expenses. Rising fuel costs may put negative pressure on air carrier profitability, and as such it is an important macro indicator. Jet Fuel Prices are 100% correlated to fluctuations in crude oil spot prices, plus fluctuations in the Crack Spread (the Refinery's margin). Chart 9 tracks the historical wholesale prices over the last 3 fiscal years.

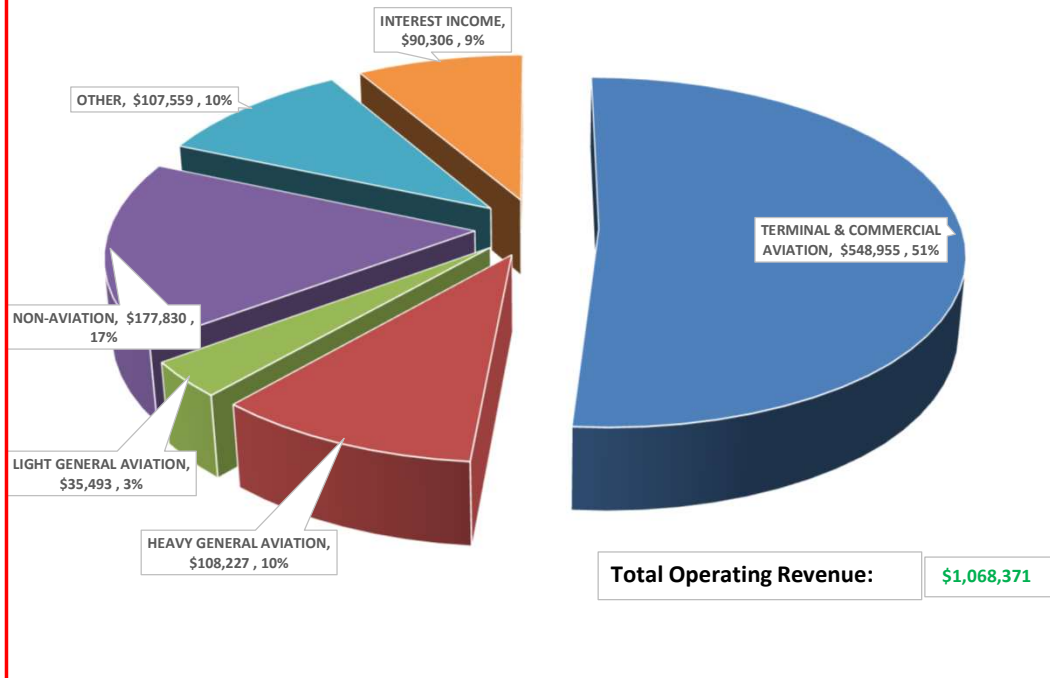
Chart 9



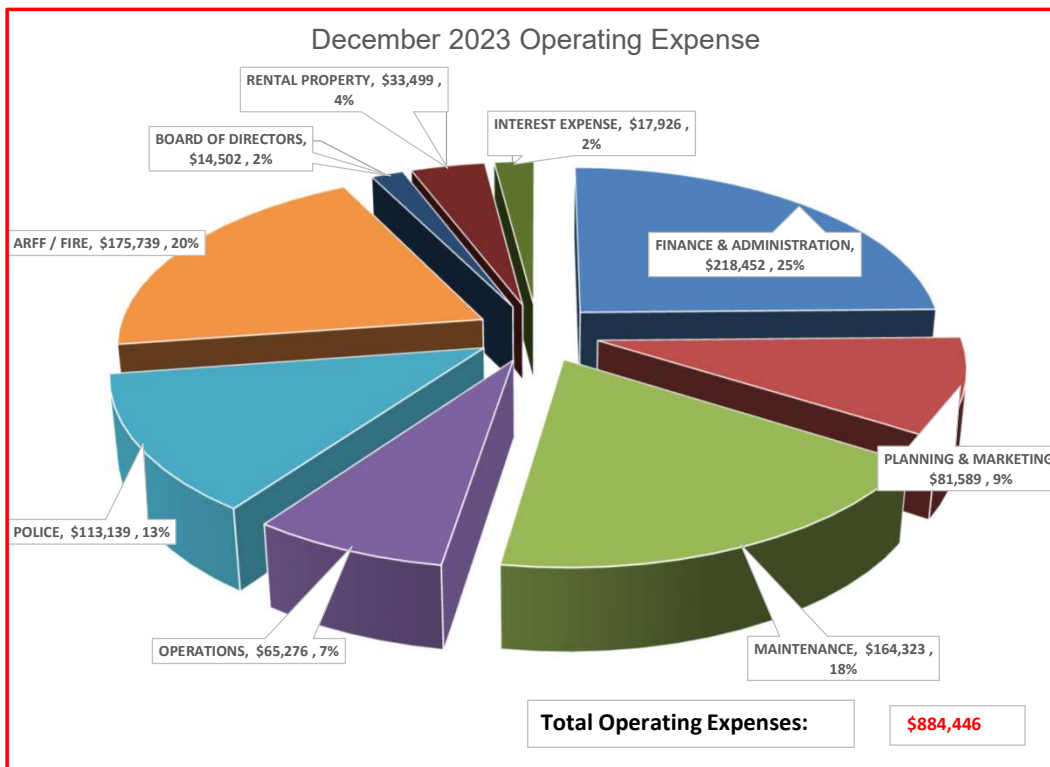
* Source: Federal Reserve Economic Data; Kerosene-Type Jet Fuel Prices: U.S. Gulf Coast.

Monterey Peninsula Airport District

December 2023 Operating Revenue

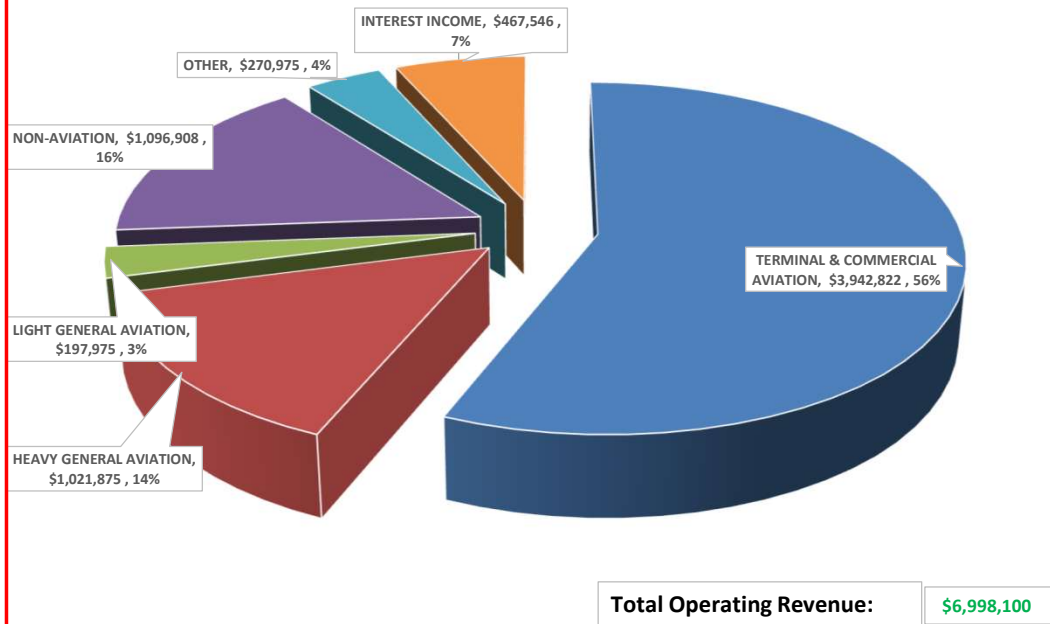


December 2023 Operating Expense

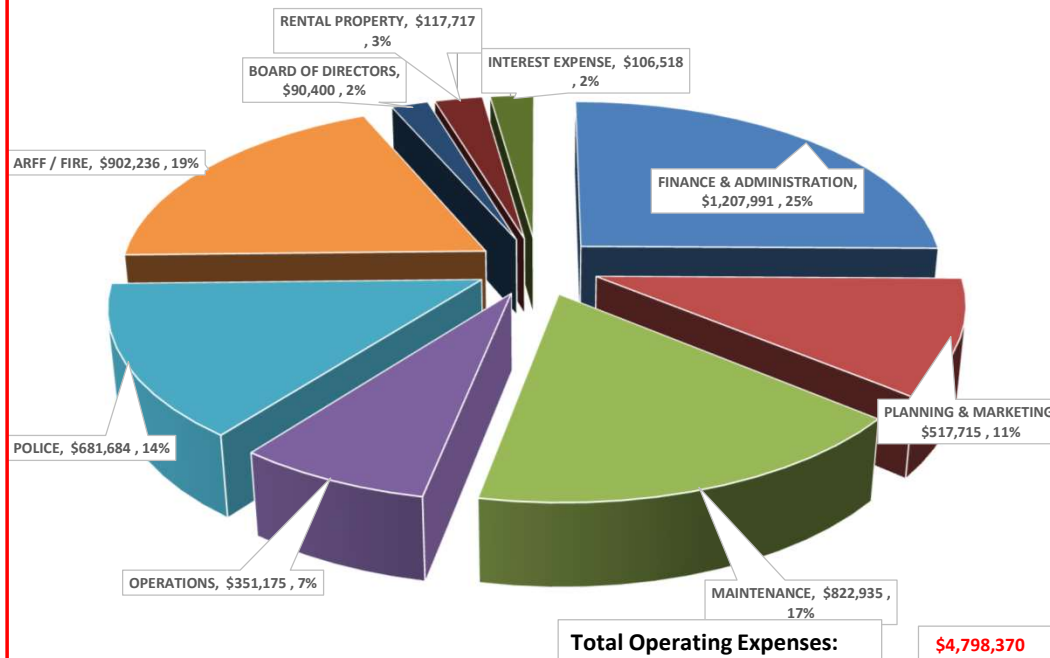


Monterey Peninsula Airport District

FY 2024 (December 2023) YTD Operating Revenue



FY 2024 (December 2023) YTD Operating Expenses



AIRPORT DISTRICT OPERATING AND FINANCIAL PERFORMANCE SUMMARY

December 2023

OPERATING STATISTICS	December 2023	Budget	%	December 2022	YTD FY 24	Budget	%	YTD FY 23
AIRPORT ACTIVITY								
Air Carrier Landings ¹	325	361	-10%	300	2,205	2,174	1%	2,280
Landed Weight (in thousands of pounds)	25,507	31,645	-19%	21,060	180,238	183,548	-2%	152,584
Enplanements	20,599	21,454	-4%	17,556	141,803	132,392	7%	122,844
Passengers (emp/dep)	40,439			31,213	281,718			242,390
Total Cargo (in pounds)	48,063			63,210	321,076			313,834
Commercial	1,124			1,033	9,038			9,244
General Aviation	2,624			2,385	18,543			19,127
Military	190			223	524			1,060
TOTAL AIRCRAFT OPERATIONS	3,938			3,641	28,105			29,431
VEHICLE EXIT COUNT								
Long Term (1) Lot	1,914	1,686	14%	2,060	17,519	11,797	49%	12,295
Upper Short Term (2) Lot	2,449	2,060	19%	1,686	14,989	12,511	20%	11,254
Lower Short Term (3) Premium Lot	6,548	6,375	3%	6,375	36,314	35,845	1%	35,834
TOTAL VEHICLE EXIT COUNT	10,911	10,121	8%	10,121	68,822	60,153	14%	59,383

1: Cancelled Flight Landings: Current Month =1 (1 - Alaska /0 - Allegiant /0 - American /0 - United) FYTD = 17 (2 - Alaska /0 - Allegiant /3 - American /3 - United)

	December 2023 ACTUAL	December 2023 Budget	\$ ▲ Favorable ▼ Unfavorable	December 2022 ACTUAL	YTD FY 24 ACTUAL	Budget	\$ ▲ Favorable ▼ Unfavorable	YTD FY 23 ACTUAL
OPERATING REVENUE								
TERMINAL								
CA Landing, RON, Apron, and Fuel Flowage Fees	\$ 107,485	\$ 130,867	(\$23,382) ▼	\$ 74,558	\$ 764,945	\$ 761,465	\$3,480 ▲	532,916
Rents	173,424	170,966	2,458 ▲	144,936	1,040,270	1,025,796	14,474 ▲	870,215
TCP, Taxi & TNC Operator Permits	208	433	(225) ▼	420	6,742	2,598	4,144 ▲	2,632
Taxi Trip Fees	1,851	1,695	156 ▲	1,863	16,888	21,296	(4,408) ▼	20,887
TNC Trip Fees and Peer-to-Peer Rentals	17,663	14,569	3,094 ▲	14,570	141,638	107,317	34,321 ▲	104,231
Concessions	29,494	24,017	5,477 ▲	21,586	165,814	154,105	11,709 ▲	138,863
Rental Car	111,202	107,780	3,422 ▲	97,780	1,046,524	1,066,449	(19,925) ▼	1,006,448
Parking	107,628	100,816	6,812 ▲	86,126	760,001	686,846	73,155 ▲	582,699
HEAVY GENERAL AVIATION								
GA Landing and Special Event Fees	21,324	18,791	2,533 ▲	19,637	331,235	287,738	43,497 ▲	251,612
FBO Rent	54,089	53,199	890 ▲	58,677	370,282	345,906	24,376 ▲	352,062
Fuel Flowage Fees	32,814	25,638	7,176 ▲	24,998	320,358	269,011	51,347 ▲	261,039
LIGHT GENERAL AVIATION	35,493	45,913	(10,420) ▼	33,225	197,975	224,158	(26,183) ▼	202,103
NON-AVIATION	177,830	179,839	(2,009) ▼	186,473	1,096,908	1,113,702	(16,794) ▼	1,101,098
OTHER OPERATING REVENUE	107,559	101,336	6,223 ▲	103,322	270,975	210,681	60,294 ▲	267,753
INTEREST INCOME	90,306	36,856	53,451 ▲	70,613	467,546	265,437	202,109 ▲	79,857
TOTAL OPERATING REVENUE	\$ 1,068,371	\$ 1,012,714	\$55,657 ▲	\$ 938,785	\$ 6,998,100	\$ 6,542,505	\$455,595 ▲	\$ 5,774,416
OPERATING EXPENSE								
Finance & Administration	\$ 218,452	\$ 332,201	\$113,749 ▲	\$ 230,332	\$ 1,207,991	\$ 1,353,321	\$145,331 ▲	1,166,008
Planning & Marketing	81,589	81,975	386 ▲	51,982	517,715	619,254	101,539 ▲	339,159
Maintenance & Custodial Services	164,323	161,848	(2,475) ▼	113,185	822,935	913,812	90,877 ▲	775,890
Airport Operations	65,276	68,314	3,038 ▲	46,449	351,175	426,343	75,168 ▲	267,142
Police Services	113,139	115,230	2,091 ▲	97,773	681,684	692,021	10,337 ▲	592,747
ARFF/Fire Services	175,739	171,892	(3,847) ▼	137,539	902,236	921,638	19,402 ▲	828,552
Board of Directors	14,502	17,690	3,188 ▲	26,002	90,400	96,841	6,441 ▲	116,988
Office Rentals	33,499	6,305	(27,194) ▼	6,132	117,717	81,063	(36,654) ▼	90,800
Interest Expense	17,926	17,899	(27) ▼	1,981	106,518	107,393	875 ▲	11,767
TOTAL OPERATING EXPENSE	\$ 884,446	\$ 973,354	\$88,909 ▲	\$ 711,375	\$ 4,798,370	\$ 5,211,685	\$413,315 ▲	\$ 4,189,054
OPERATING INCOME	\$ 183,925	\$ 39,360	\$144,565 ▲	\$ 227,410	\$ 2,199,730	\$ 1,330,820	\$868,911 ▲	\$ 1,585,362
DISTRICT CAPITAL EXPENDITURES (See Page 20)	\$ (22,330)	\$ (292,428)	\$270,098 ▲	\$ (459,245)	\$ (2,836,502)	\$ (5,127,669)	\$2,291,167 ▲	\$ (2,351,393)
DEBT SERVICE - PRINCIPAL ONLY	\$ (4,442)			\$ (82,551)	\$ (105,545)			\$ (169,851)

MONTEREY PENINSULA AIRPORT DISTRICT

Statements of Net Position

	Dec. 31, 2023 (Unaudited)	June 30, 2023 (Audited)
ASSETS:		
Current assets:		
Unrestricted:		
Cash	\$ 1,221,038	\$ 1,983,524
Investments - L.A.I.F.	66,964	492,500
Investments - T-Bills	14,092,365	14,470,883
Investments - Negotiable CDs	886,586	873,032
Accounts receivable, net of \$10,000 allowance	574,384	644,659
Accrued Interest receivable	29,346	159,451
Leases receivable (GASB 87), current portion ⁽¹⁾	1,073,014	1,073,013
FAA Grant Receivable	-	941,320
Prepaid and other assets	577,011	340,723
	<u>18,520,707</u>	<u>20,979,105</u>
Restricted:		
Cash	437,919	2,910,566
Investments - T-Bills	3,271,990	396,872
Investments - Negotiable CDs	293,979	290,389
Accrued Interest Receivable	3,218	1,517
Total restricted current assets	<u>4,007,105</u>	<u>3,599,344</u>
Total Current Assets	<u>22,527,812</u>	<u>24,578,449</u>
Noncurrent assets:		
Leases receivable (GASB 87), net of current portion ⁽¹⁾	9,578,299	9,574,583
Tenant receivable, net of current portion	15,035	40,260
Right-of-Use (GASB 96), net of current portion	11,581	11,581
Capital assets:		
Construction-in-Process	22,103,383	12,068,064
Non-depreciable land	4,206,755	4,206,755
Depreciable capital assets, net	72,457,854	75,504,376
Total Capital assets:	<u>98,767,992</u>	<u>91,779,195</u>
Total Noncurrent assets:	<u>108,372,907</u>	<u>101,405,619</u>
Total Current and Noncurrent assets:	<u>130,900,719</u>	<u>125,984,068</u>
DEFERRED OUTFLOWS OF RESOURCES:		
Actuarial valuation of deferred outflows related to pensions ⁽²⁾	5,098,192	5,098,192
Actuarial valuation of deferred outflows related to OPEB ⁽⁴⁾	310,596	310,596
	<u>5,408,788</u>	<u>5,408,788</u>
LIABILITIES:		
Current liabilities:		
Accounts Payable	2,146,495	1,228,176
Accrued liabilities	102,841	87,174
Accrued Interest	133,569	38,008
Unearned revenues, current portion	38,586	53,024
Loans payable, current portion	346,678	346,678
SBITA (GASB 96) liability	11,581	11,581
Funds held in trust (CFCs)	1,348,336	1,055,030
Accrued compensated absences, current portion	41,672	30,689
Total Current Liabilities	<u>4,169,757</u>	<u>2,850,360</u>
Long-term liabilities:		
Security deposits	423,409	449,333
Unearned revenues, net of current portion	216,729	221,167
Accrued compensated absences, net of current portion	140,986	140,986
Actuarial valuation of net pension liability ⁽⁶⁾	5,802,890	5,802,890
Actuarial valuation of OPEB liability ⁽⁷⁾	1,560,497	1,560,497
Loans payable, net of current portion	5,527,355	5,632,900
Total Long-Term Liabilities	<u>13,671,866</u>	<u>13,807,773</u>
Total Liabilities	<u>17,841,623</u>	<u>16,658,133</u>
DEFERRED INFLOWS OF RESOURCES:		
Actuarial valuation of deferred inflows related to pensions ⁽³⁾	5,009,360	5,009,360
Actuarial valuation of deferred inflows related to OPEB ⁽⁵⁾	901,675	901,675
Deferred inflows related to leases (GASB 87) ⁽¹⁾	10,646,596	10,647,596
Total Deferred Inflows of Resources	<u>16,557,631</u>	<u>16,558,631</u>
NET POSITION:		
Net investment in capital assets	90,973,908	84,679,500
Restricted - unspent Passenger Facilities Charges	69,678	1,664,398
Restricted - Cash Assets	328,858	1,007,340
Unrestricted	10,537,809	10,824,852
	<u>\$ 101,910,252</u>	<u>\$ 98,176,090</u>

See Notes to Statements of Net Position.

Notes to Statement of Net Position
As of Dec. 31, 2023

	Lease Receivable	Lease Interest	Total Lease Payments
1. Lease Receivable (GASB 87)			
Current:			
FY 2024	\$ 1,073,014	\$ 419,353	\$ 1,492,367
Noncurrent:			
FY 2025	1,011,166	376,462	1,387,628
FY 2026	963,291	335,558	1,298,849
FY 2027	1,009,339	294,952	1,304,291
FY 2028	753,742	256,507	1,010,249
FY 2029-FY2033	2,273,229	930,468	3,203,697
FY 2034-FY2038	1,013,424	620,612	1,634,036
FY 2039-FY2043	990,675	429,584	1,420,259
FY 2044-FY2048	1,031,456	209,214	1,240,670
FY 2048-FY2053	528,260	48,723	576,983
	9,574,582	3,502,080	13,076,662
	\$ 10,647,596	\$ 3,921,433	\$ 14,569,029

The District recognizes lease revenues by category and three categories were impacted by the implementation of GASB 87: General Aviation, Terminal Concessions and Non-Aviation revenue categories.

GASB 87 specifically excludes Regulated leases for which the District is the lessor. Terminal space, aircraft hangars, and recreational vehicle parking space future lease revenue are excluded.

2. Deferred Outflows of Resources related to Pensions	Combined	Miscellaneous	Safety
Pension contributions subsequent to measurement date	\$ 627,970	\$ 163,779	\$ 464,191
Changes of Assumptions	588,906	237,316	351,590
Differences between expected and actual experience	190,821	46,509	144,312
Net Difference between Projected and Actual Earnings	974,857	424,218	550,639
Adjustments due to differences in proportions	57,913	41,834	16,079
Difference in actual to proportionate share contribution	2,657,725	616,663	2,041,062
	\$ 5,098,192	\$ 1,530,319	\$ 3,103,682

3. Deferred Inflows of Resources related to Pensions	Combined	Miscellaneous	Safety
Differences between expected and actual experience	\$ 69,015	\$ 31,149	\$ 37,866
Adjustments due to differences in proportions	4,510,691	954,611	3,556,080
Differences between actual contributions and the proportionate share of contributions	429,653	64,710	364,943
	\$ 5,009,359	\$ 1,050,470	\$ 3,958,889

The District's proportion of the net pension liability was based on the District's share of the actuarial accrued liability of the cost-sharing plan, less the District's share of the fiduciary net position.

4. Deferred Outflows of Resources related to OPEB	
Changes in assumptions	\$ 131,614
Differences between expected and actual experience	106,767
Contributions made subsequent to the Measurement Date	72,215
	\$ 310,596

5. Deferred Inflows of Resources related to OPEB	
Changes in assumptions	\$ 419,478
Differences between expected and actual experience	482,197
	\$ 901,675

6. Net Pension Liability	
CalPERS - Miscellaneous Plan (6/30/2022 Measurement Date)	\$ 2,315,936
CalPERS - Safety Plan (6/30/2022 Measurement Date)	3,486,953
	\$ 5,802,889

7. Total OPEB Liability	
Police	\$ 695,401
Fire	338,285
Miscellaneous Plan	526,811
	\$ 1,560,497

MONTEREY PENINSULA AIRPORT DISTRICT

Statement of Cash Flows

	December 2023 (Unaudited)	FYTD 2024 (Unaudited)
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from customers	\$ 1,049,514	\$ 6,880,189
Payments to vendors for goods and services	(745,423)	(4,352,472)
Payments for employees pension and OPEB benefits	(42,864)	(255,452)
Payments to employees for services	(250,800)	(1,429,331)
Net Cash Provided (Used) by Operating Activities	10,426	842,934
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Proceeds from FAA Grants and Passenger Facilities Charges	289,860	5,513,351
Proceeds from Customer Facilities Charges	700	25,936
Acquisition and construction of capital assets	(101,573)	(8,097,743)
Interest paid on loans	-	(10,957)
Principal paid on loans	(4,442)	(105,545)
Net cash provided (used) by capital and related financing activities	184,546	(2,674,957)
CASH FLOWS FROM INVESTING ACTIVITIES:		
Investment income received	76,605	595,950
Investments matured (purchased)	(274,959)	(2,080,812)
Net cash (used) by investing activities	(198,354)	(1,484,861)
CASH FLOWS FROM NON-OPERATING ACTIVITIES:	-	81,750
Net Change in Cash and Cash equivalents	(3,381)	(3,235,134)
Cash and Cash Equivalents at Beginning of Period	1,662,337	4,894,090
Cash and Cash Equivalents at End of Period	\$ 1,658,956	\$ 1,658,956
STATEMENT OF NET POSITION		
CLASSIFICATION OF CASH AND CASH EQUIVALENTS:		
Unrestricted	\$ 1,221,038	\$ 1,221,038
Restricted	437,919	437,919
Total cash and cash equivalents	\$ 1,658,956	\$ 1,658,956
Reconciliation of operating loss to net cash provided (used) by operating activities:		
Operating Loss after Depreciation and Amortization	\$ (404,198)	\$ (1,245,591)
Adjustments to reconcile operating loss to net cash provided by operating activities:		
Depreciation and amortization	525,540	3,111,021
(Increase) decrease in:		
Accounts receivable	79,779	68,346
Prepaid and other current assets	38,876	(219,524)
Increase (decrease) in:		
Accounts payable	(172,535)	(1,138,745)
Accrued liabilities	(43,605)	1,069
Interest Payable	-	-
Security deposits	(552)	(25,925)
Unearned revenues	(17,574)	274,429
Accrued compensated absences	4,695	17,853
Total Adjustments	414,624	2,088,524
Net cash provided (used) by operating activities	\$ 10,426	\$ 842,933
Non-cash capital and related financing activities:		
Acquisition of capital assets in accounts payable	\$ 1,920,051	\$ 1,920,051
Accrued interest on CEC and CalTrans loans	\$ 17,926	\$ 106,518

**MONTEREY PENINSULA AIRPORT DISTRICT
FINANCIAL STATEMENTS UNAUDITED**

	FY 2024 December ACTUAL	FY 2024 YEAR-TO-DATE ACTUAL
SOURCES AND USES OF CASH -- OPERATIONS		
SOURCES OF CASH:		
CASH RECEIVED - OPERATING REVENUE	\$ 978,065	\$ 6,530,554
CASH RECEIVED - INTEREST INCOME	90,306	467,546
CASH RECEIVED	1,068,371	6,998,100
USES OF CASH -- OPERATIONS:		
CASH (DISBURSED) - OPERATING EXPENSE	(866,520)	(4,691,852)
CASH (DISBURSED) - DEBT SERVICE (INTEREST EXPENSE)	(17,926)	(106,518)
CASH (DISBURSED) - DEBT SERVICE (PRINCIPAL REDUCTION)	(4,442)	(105,545)
CASH (DISBURSED)	(888,887)	(4,903,914)
CHANGE IN CASH POSITION FROM OPERATIONS & DEBT SERVICE	179,483	2,094,186
USES OF CASH -- CAPITAL PROGRAM:		
CASH (DISBURSED) - ALL CAPITAL PROJECTS (See Page 20)	(2,021,623)	(10,104,530)
CASH REIMBURSED - ALL CAPITAL PROJECTS (See Page 21)	196,308	4,988,559
CHANGE IN CASH POSITION FROM CAPITAL PROGRAM	(1,825,315)	(5,115,971)
CHANGE IN CASH POSITION FROM OPERATIONS, CAPITAL & DEBT SERVICE	<u>\$ (1,645,832)</u>	<u>\$ (3,021,785)</u>

FISCAL YEAR 2024
FINANCIAL STATEMENTS UNAUDITED
Construction-In-Progress
December 31, 2023

Project Number/AIP #	Project Name	Balance at 30-Jun-23	FYTD Additions	FYTD Placed in Service	Balance at December 31, 2023	Total Spent And/Or Committed	Total Project Budget	Percentage Physically Complete
CFC Funded:								
2019-03	Water Distribution System	\$ 937,761	\$18,321		\$ 956,082	\$ 3,199,746	\$2,828,058	34%
FAA/PFC Funded:								
2022-01/AIP 79	SEP Phase B1/B2/B3 - ARFF D & C	5,279,526	5,051,043		10,330,569	11,161,991	11,209,740	92%
2024-01	SEP Phase D1 - Terminal Design (BIL ATP)	0	245,484		245,484	5,025,354	3,150,000	8%
2023-03	Commercial Apron	0	1,953,179		1,953,179	41,226,842	44,707,180	4%
		5,279,526	7,249,707	0	12,529,233	57,414,186	59,066,920	
District Only Funded:								
2020-14	Northwest Building Abatement	203,879	-		203,879	203,879	350,000	58%
2023-01	SEP Phase D1 - Terminal Design ¹	195,858	778,739		974,596	974,596	3,664,550	27%
2023-03	Commercial Apron ²	-	83,334		83,334	81,834	81,834	0%
2023-04	2801 Property Repairs	40,871	267,837		308,707	415,932	440,000	70%
2023-05	Fred Kane to Skypark Paving	31,661	257,016		288,677	288,677	350,000	82%
2023-08	SE Hangar Relocation - \$7M	5,309,298	1,328,609		6,637,907	7,080,527	7,100,000	93%
2024-03	Airfield and Property Maintenance	-	100,493		100,493	100,493	225,000	45%
2024-04	Terminal Area Improvements	-	20,475		20,475	41,000	55,000	37%
		5,781,566	2,836,502	-	8,618,068	9,186,939	12,266,384	
		\$ 11,998,854	\$ 10,104,530	\$ -	\$ 22,103,384	\$ 69,800,871	\$ 74,161,362	
FY 2024 Closed Projects:								
2023-07	West Hold Room Passenger flow upgrades	\$ 69,210	\$ 58,004	\$ (127,214)	\$ -	\$ 165,000		100%

¹Funds advanced by District as authorized by Resolution #1855.

FISCAL YEAR 2024
Airport Capital Improvements / Capital Expenditures
FINANCIAL STATEMENTS UNAUDITED
December 31, 2023

Airport Improvement Programs

District Expenditures
AIP -- FAA Funded Expenditures
AIP -- PFC Funded Expenditures
AIP -- CFC Funded Expenditures
Total Capital Improvement Expenditures

Actual FY 2024		
Current Period		
\$	22,330.00	1%
	1,822,171.00	90%
	177,122.44	9%
	-	0%
\$	2,021,623.44	100%

Actual FY 2024		
Year-To-Date		
\$	2,836,502.16	28%
	6,583,238.00	65%
	666,468.94	7%
	18,320.93	0%
\$	10,104,530.03	100%

FY 2024 District Capital Expenses/Budget:

CFC Funded:

2019-03 Water Distribution System

FAA/PFC Funded:

2022-01 SEP Phase B1/B2/B3-ARFF Design

2023-03 Commercial Apron Construction

2024-01 Terminal Design (BIL ATP)

District Funded:

2020-14 Northwest Building Abatement

2023-01 SEP Phase D1 Terminal Design¹

2023-03 Commercial Apron Construction²

2023-04 2801 Property Repairs

2023-05 Fred Kane to Skypark Pavement Improvements

2023-08 Southeast Hangar Relocation

2024-02 Vehicle Replacement

2024-03 Airfield and Property Maintenance

2024-04 Terminal Area Improvements

	December 2023	Budget	Actual FYTD	Budget FYTD
	\$ -	-	\$ 18,320.93	\$ 1,975,532.00
	3,105.00	-	5,051,043.35	6,400,216.00
	1,774,721.31	2,120,000.00	1,953,179.13	8,117,180.00
	221,467.13	262,500.00	245,484.46	1,575,000.00
	1,999,293.44	2,382,500.00	7,249,706.94	16,092,396.00
		-	-	146,000.00
	21,330.00	292,428.00	778,738.84	1,675,341.00
	-	-	83,333.86	400,000.00
	1,000.00	-	267,836.50	415,000.00
	-	-	257,016.00	320,000.00
	-	-	1,328,609.25	1,791,328.00
	-	-		100,000.00
	-	-	100,492.71	225,000.00
	-	-	20,475.00	55,000.00
	22,330.00	292,428.00	2,836,502.16	5,127,669.00
\$	2,021,623.44	\$ 2,674,928.00	\$ 10,104,530.03	\$ 23,195,597.00

¹Funds advanced by District pending approval of BIL Entitlement Grant of \$3,322,281.

²Funds advanced by District as authorized by Resolution #1855.

FISCAL YEAR 2024
FINANCIAL STATEMENTS UNAUDITED
Reimbursements of Construction-In-Progress
Dec. 31, 2023

Project Number/AIP #	Project Name	FAA	PFC	CFC	Totals
Jul 2023 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			\$ 10,513	\$ 10,513
FAA/PFC Funded:					
2021-04/AIP 76	SEP Phase 1 A1- Commercial Apron Design	52,501			52,501
		52,501	-	10,513	63,014
Aug 2023 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			3,123	3,123
FAA/PFC Funded:					
2021-04/AIP 76	SEP Phase 1 A1- Commercial Apron Design	888,819			888,819
		888,819	-	3,123	891,942
Sept 2023 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			4,273	4,273
FAA/PFC Funded:					
2021-04/AIP 76	SEP Phase 1 A1- Commercial Apron Design	2,706,796			2,706,796
		2,706,796	-	4,273	2,711,069
Oct 2023 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			6,582	6,582
FAA/PFC Funded:					
2021-04/AIP 76	SEP Phase 1 A1- Commercial Apron Design	-			-
		-	-	6,582	6,582
Nov 2023 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			747	747
FAA/PFC Funded:					
2021-04/AIP 76	SEP Phase 1 A1- Commercial Apron Design	1,118,897			1,118,897
		1,118,897	-	747	1,119,644
Dec 2023 Reimbursements					
CFC Funded:					
2019-03	Water Distribution System			700	700
FAA/PFC Funded:					
2021-04/AIP 76	SEP Phase 1 A1- Commercial Apron Design	195,608			195,608
		195,608	-	700	196,308
	FYTD Totals	\$4,962,621	\$0	\$25,938	\$4,988,559

FISCAL YEAR 2024
Schedule Of Cash and Investments
FINANCIAL STATEMENTS UNAUDITED

	Par Value	Settle Date	Maturity Date	Value At Dec. 31, 2023	Yield/ Interest Rate
UNRESTRICTED:					
U.S. Treasury Bills - MPAD (JP Morgan custodian):					
U.S. Treasury Bill - \$7,026,000 - 1 Month	\$ 7,026,000.00	12/18/23	1/16/24	6,997,824.18	5.30%
U.S. Treasury Bill - \$7,125,000 - 1 Month	7,125,000.00	12/21/23	1/26/24	7,094,540.63	5.29%
	<u>14,151,000.00</u>			<u>14,092,364.81</u>	
Pooled Money Investment Account - MPAD					
State of California - Local Agency Investment Fund		Various	Various	67,403.19	2.07%
Money Market Account - MPAD					
JP Morgan Chase - District Reserve - Money Market Account				2,131.91	0.01%
Royal Alliance - Certificates of Deposits and Cash Equivalents - MPAD					
American Express NATL BK		04/13/22	04/15/24	200,000.00	2.25%
Capital One Bank USA New York CFT DEP ACT/365		04/13/22	04/15/25	250,000.00	2.60%
Goldman Sachs Bk USA New York CTF DEP ACT/365		04/13/22	04/15/25	200,000.00	2.25%
Sallie Mae BK Salt Lake City UT CTF DEP ACT/365		06/28/22	07/08/24	250,000.00	3.30%
				900,000.00	
Cash And Cash Equivalents		Various	Various	11,862.32	Variable
				<u>911,862.32</u>	
General Accounts - MPAD					
JP Morgan Chase - various checking accounts				1,207,043.54	
				16,280,805.77	
MPAD Cash and Investments - Unrestricted				(439.57)	
Less: L.A.I.F. 12/31/2023 Fair Value Adjustment				(13,414.00)	
Less: CDs Dec. 31, 2023 matrix pricing adjustment				<u>(13,414.00)</u>	
Unrestricted Cash and Investments				<u>\$ 16,266,952.20</u>	
Unrestricted Cash				\$ 1,221,037.77	
Unrestricted Investments				<u>15,045,914.43</u>	
				<u>\$ 16,266,952.20</u>	

FISCAL YEAR 2024 Schedule Of Cash and Investments FINANCIAL STATEMENTS UNAUDITED					
	Par Value	Purchase Date	Maturity Date	Value At Dec. 31, 2023	Yield/ Interest Rate
RESTRICTED:					
Tenant's Security Deposits - RESTRICTED:					
U.S. Treasury Bills - MPAD (JP Morgan custodian):					
U.S. Treasury Bill - \$405,000 - 3 Months	\$ 405,000.00	11/02/23	2/1/24	<u>\$ 399,666.26</u>	5.37%
Passenger Facility Charges (PFCs) - RESTRICTED:					
Chase Bank - Passenger Facility Charges (PFCs)				<u>\$ 70,775.80</u>	0.01%
U.S. Treasury Bill - \$1,438,000 - 1 Month	\$ 1,438,000.00	12/21/23	1/25/24	<u>1,431,848.36</u>	5.30%
Royal Alliance - Certificates of Deposits and Cash Equivalents:					
American Express NATL BK		04/13/22	04/15/24	100,000.00	2.60%
Capital One Bank USA New York CFT DEP ACT/365		04/13/22	04/15/25	100,000.00	3.15%
Goldman Sachs Bk USA New York CTF DEP ACT/365		04/13/22	04/15/24	100,000.00	2.25%
Cash and Cash Equivalents		Various	Various	4,922.88	Variable
				<u>304,922.88</u>	
				<u>\$ 1,807,547.04</u>	
Customer Facility Charges (CFCs) - RESTRICTED:					
U.S. Treasury Bill - \$1,113,000 - 1 Month	\$ 1,113,000.00			\$ 1,108,238.68	5.30%
Chase Bank - Customer Facility Charges (CFCs)				<u>112,678.23</u>	0.01%
				<u>\$ 1,220,916.91</u>	
Tenant's Security Deposits - RESTRICTED:					
Chase Bank - Money Market Account				<u>\$ 31,680.42</u>	0.01%
Airport Improvement Program - RESTRICTED:					
Chase Bank - AIP Checking Account				<u>\$ 216,179.33</u>	
CalTrans Annual Debt Service - RESTRICTED:					
U.S. Treasury Bill - \$341,000 - 6 Months	\$ 341,000.00	09/25/23	3/21/24	\$ 332,236.73	5.42%
Chase Bank - Checking Account				<u>1,682.00</u>	
				<u>\$ 333,918.73</u>	
Sub-Total: MPAD Cash and Investments - Restricted				4,009,908.69	
Less: CDs Dec. 31, 2023 matrix pricing adjustment				<u>(6,021.00)</u>	
Restricted Cash and Investments				<u>\$ 4,003,887.69</u>	
Restricted Cash				\$ 437,918.66	
Restricted Investments				<u>3,565,969.03</u>	
				<u>\$ 4,003,887.69</u>	



MONTEREY FIRE DEPARTMENT

Report to Airport Board of Directors

January 2024

1. Incident Responses

Engine assigned to Fire Station 16 (Airport) responded to a total of 41 incidents during the month as follows:

- MPAD property – 3
- City of Monterey – 26
- Other Cities in Monterey Fire Jurisdiction – 10
- Auto / Mutual Aid – 2

2. Training

Personnel completed a total of 76.0 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): 76
- Operational (qualified to work at Airport, but live fire training not current): 34
- Technician (fully qualified to be the designated ARFF fire engineer): 12

3. Other

On January 27, 2024, the Monterey Fire Department responded to a fuel spill at Del Monte Aviation in the aircraft parking area. In total 8 personnel responded on 2 engines, 1 ARFF, 1 Utility and 1 Division Chief. Approximately 55 gallons of Jet A fuel was spilled on the ground and covered approximately 400 square feet. MFD employees worked together with Airport employees on obtaining absorbent materials for cleanup.



MONTEREY FIRE DEPARTMENT - Report to Airport Board of Directors

4. Incident List – on Airport property incidents

Alarm Date / Time	Response Time	Location	Incident Type
1/7/2024 7:04 PM	0:00:06	200 Fred Kane DR	Aircraft standby
1/25/2024 10:34 AM	0:05:03	300 Sky Park DR	Assist invalid
1/27/2024 11:09 AM	0:01:49	100 Sky Park DR	Gasoline or other flammable liquid spill

TO: Michael La Pier, Executive Director
FROM: Operations Department
DATE: February 1, 2024
SUBJ: Operations Report

The following is a summary of the activity of general Airport Operations for January 2024 and planned airline activities for February 2024.

1. The following reports are attached:
 - January 2024 Noise Comment Report
 - Operating and Expense Reports for the Taxi (through January 2024) and TNC ground transportation systems (through December 2023)
 - Commercial Flight Cancellations & Delays Report for January 2024
 - Commercial Flight Schedule for February 2024.
2. The Operations department hosted the FAA for our annual certification inspection Monday January 29th – Wednesday January 31st. No major issues were identified.
3. Below is the summary of scheduled airline activity for February 2024:

Alaska Air operated by SkyWest / Horizon

- SAN operates between four and five days a week using the E175.
- SEA resumes service four days a week from Feb 15th using the E175.
- Scheduled to operate a monthly total of 60 flights (Arrivals and Departures)

Allegiant Air

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

United operated by SkyWest

- SFO operates twice a day using the E175.
- LAX operates twice a day using E175 aircraft.
- DEN operates daily using a mix of CRJ7 & E175 aircraft.
- Scheduled to operate a monthly total of 290 flights (Arrivals and Departures)

American operated by American Airlines / Mesa / Envoy

- PHX is scheduled to operate three flights a day using a mix of CRJ7, E175 & A319.
- DFW operates daily using the A319.
- Scheduled to operate a monthly total of 232 flights (Arrivals and Departures)

Cumulatively speaking, the airlines have increased flights by 62 (598 vs 536) compared to February 2023, an increase of 11%. The number of available seats has increased by approximately 14% (49,984 vs. 43,544).

MRY AIRPORT NOISE COMMENT LOG

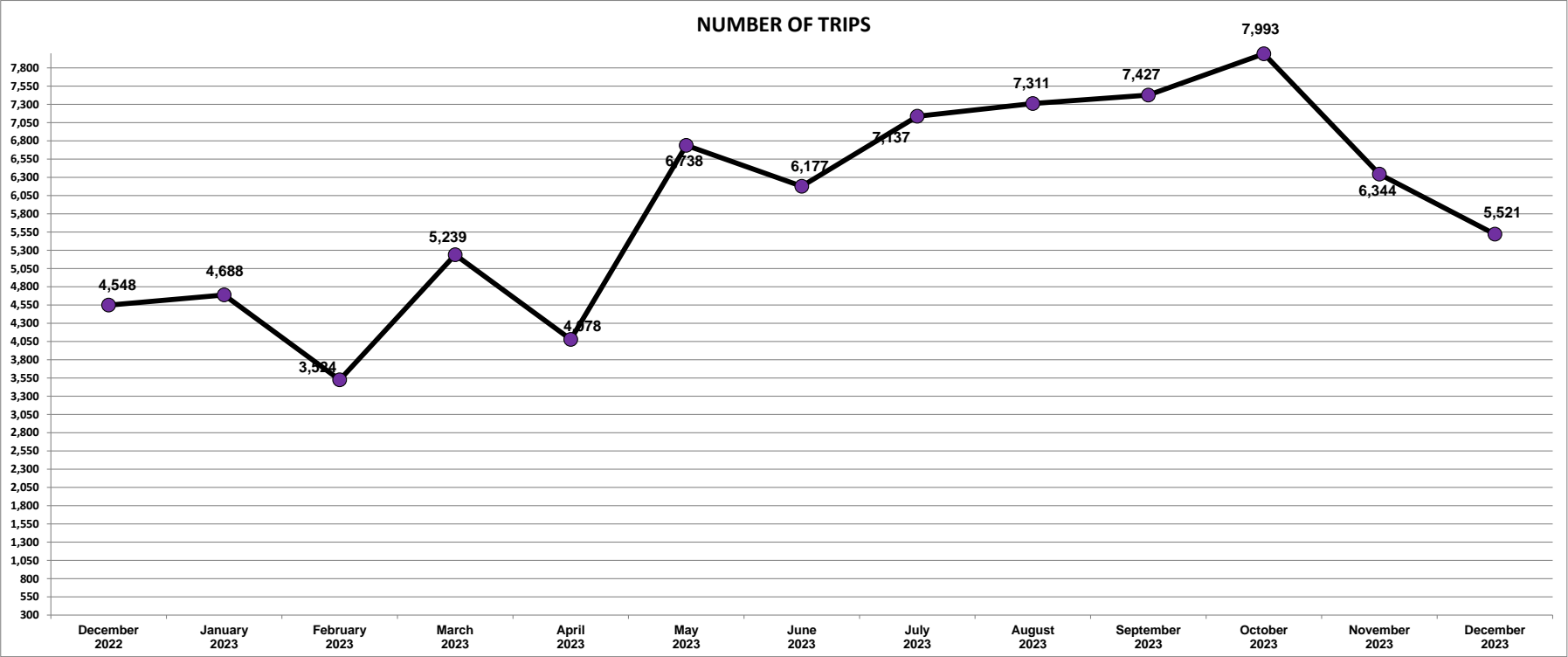
JANUARY 2024

Monterey Peninsula Airport District

Name	Location (Address)	Incident Date	Incident Time	Aircraft ID	</> of Flight	Comments	By	Action Taken	Reported Weather /Notes
AIR OPERATIONS CENTERED AT MONTEREY AIRPORT									
1									
2									
3									
4									
AIR OPERATIONS ORIGINATING FROM ANOTHER AIRPORT									
AIR OPERATIONS OF UNKNOWN ORIGIN									
0									
MONTHLY TOTALS and COMPARISONS									

	Jan-24	Jan-23	% Change	Other Airport	UNKNOWN ORIGINS
Number of Complaints:	0	5	-100%	0	0
Number of Operations:	4,502	3864	17%		
			% Change		
Annual Total	0	5	-100%	0	0

Transportation Network Companies (TNCs)



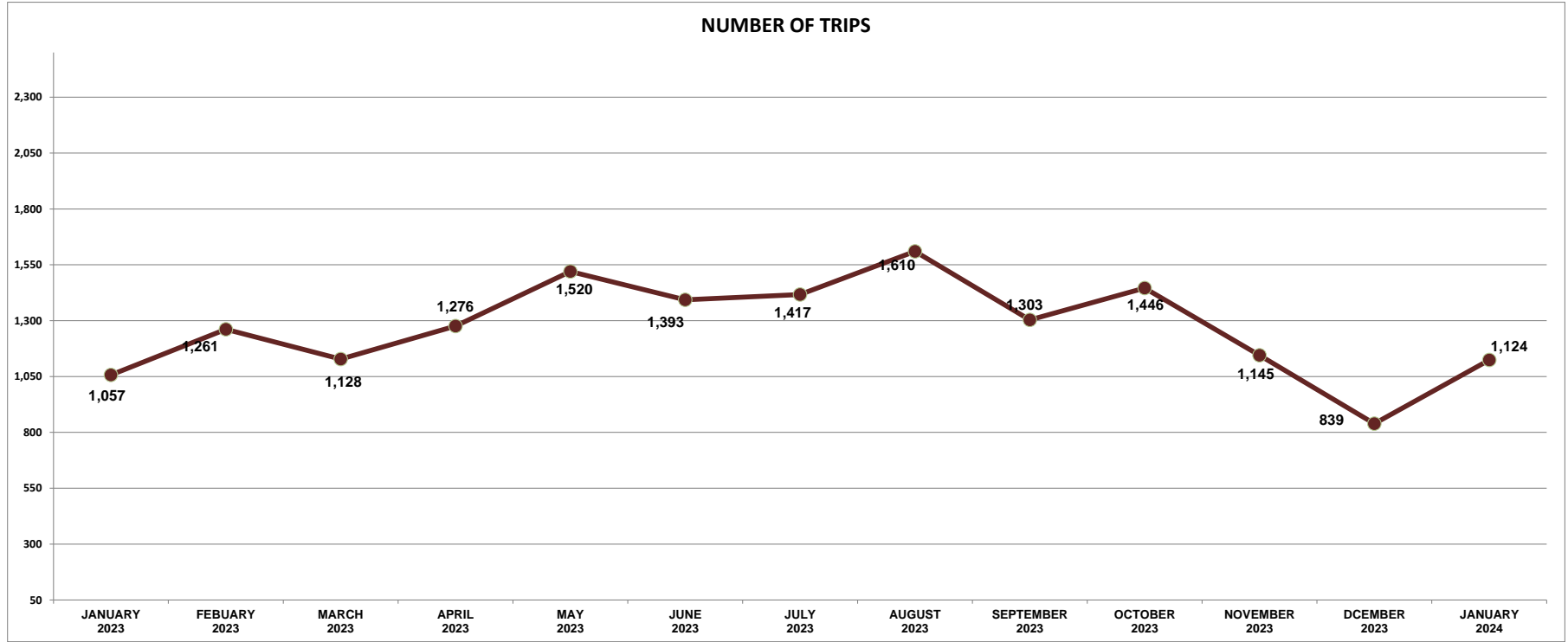
	2022 December	2023 January	2023 February	2023 March	2023 April	2023 May	2023 June	2023 July	2023 August	2023 September	2023 October	2023 November	2023 December
NUMBER OF TRIPS	4,548	4,688	3,524	5,239	4,078	6,738	6,177	7,137	7,311	7,427	7,993	6,344	5,521
NUMBER OF TNCs	2	2	2	2	2	2	2	2	2	2	2	2	2
TNC TRIP FEES	\$ 13,644	\$ 14,064	\$ 10,572	\$ 15,717	\$ 12,234	\$ 20,214	\$ 18,531	\$ 21,411	\$ 21,933	\$ 22,281	\$ 23,979	\$ 19,032	\$ 16,563
TNC PAYMENT PENALTIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TNC - TOTAL REVENUE	\$ 13,644	\$ 14,064	\$ 10,572	\$ 15,717	\$ 12,234	\$ 20,214	\$ 18,531	\$ 21,411	\$ 21,933	\$ 22,281	\$ 23,979	\$ 19,032	\$ 16,563

Cumulative 12-Month Operating Income: \$ 216,531

Fiscal Year To Date (July 2023 - June 2024) Operating Income: \$ 125,199

13-MONTH ROLLING COMPARISON

Taxis

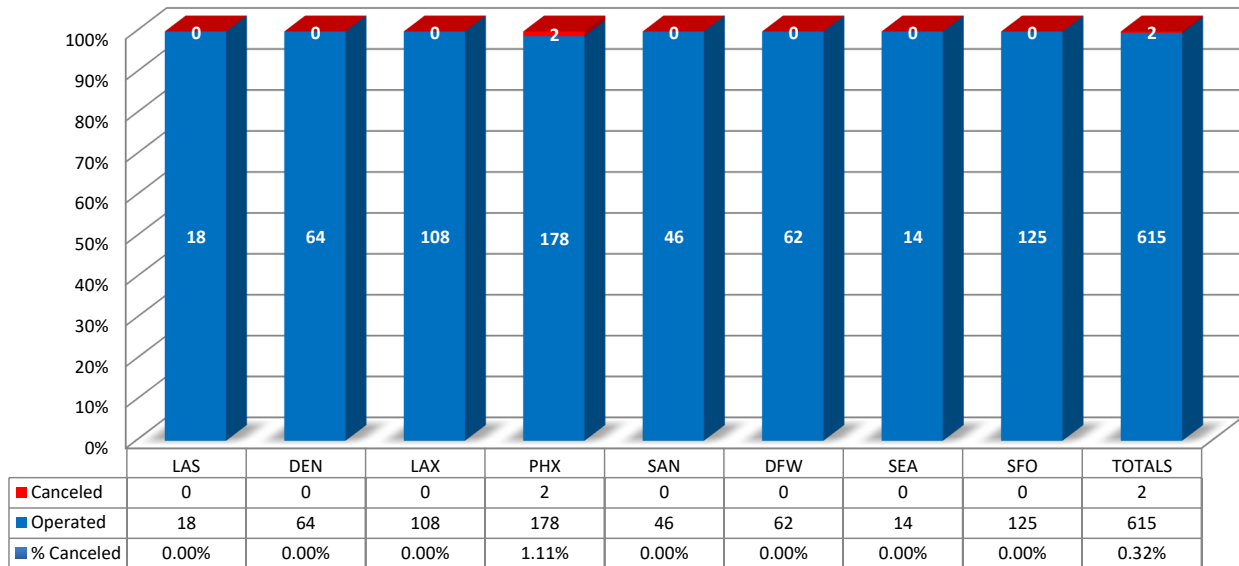


	2023 JANUARY	2023 FEBUARY	2023 MARCH	2023 APRIL	2023 MAY	2023 JUNE	2023 JULY	2023 AUGUST	2023 SEPTEMBER	2023 OCTOBER	2023 NOVEMBER	2023 DCEMBER	2024 JANUARY
NUMBER OF TRIPS	1,057	1,261	1,128	1,276	1,520	1,393	1,417	1,610	1,303	1,446	1,145	839	1,124
PERMITS SOLD	1	1	1	0	0	12	14	0	1	2	0	0	0
TAXI TRIP FEES	\$ 3,171	\$ 3,783	\$ 3,384	\$ 3,828	\$ 4,560	\$ 4,179	\$ 4,251	\$ 4,830	\$ 3,909	\$ 4,338	\$ 3,435	\$ 2,517	\$ 3,372
TAXI PERMIT FEES	\$25	\$25	\$100	\$0	\$100	\$100	\$100	\$1,200	\$100	\$200	\$100	\$200	\$0
TAXI - TOTAL REVENUE	\$ 3,196	\$ 3,808	\$ 3,484	\$ 3,828	\$ 4,660	\$ 4,279	\$ 4,351	\$ 6,030	\$ 4,009	\$ 4,538	\$ 3,535	\$ 2,717	\$ 3,372
CURB MGMT CONTRACT													
OBD LICENSING	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,916	\$ 3,004	\$ 3,004	\$ 3,004	\$ 3,004	\$ 3,004
TAXI - TOTAL EXPENSE	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,083	\$ 2,916	\$ 3,004	\$ 3,004	\$ 3,004	\$ 3,004	\$ 3,004
OPERATING INCOME / (LOSS)	\$ 1,113	\$ 1,725	\$ 1,401	\$ 1,745	\$ 2,577	\$ 2,196	\$ 2,268	\$ 3,114	\$ 1,005	\$ 1,534	\$ 531	\$ (287)	\$ 368
FYTD 2024 (July 2023 - June 2024) OPERATING INCOME / (LOSS)													\$ 8,532
CUMULATIVE (12-MONTH) OPERATING INCOME / (LOSS)													\$ 19,289

* February 1st swap to "OBD" system

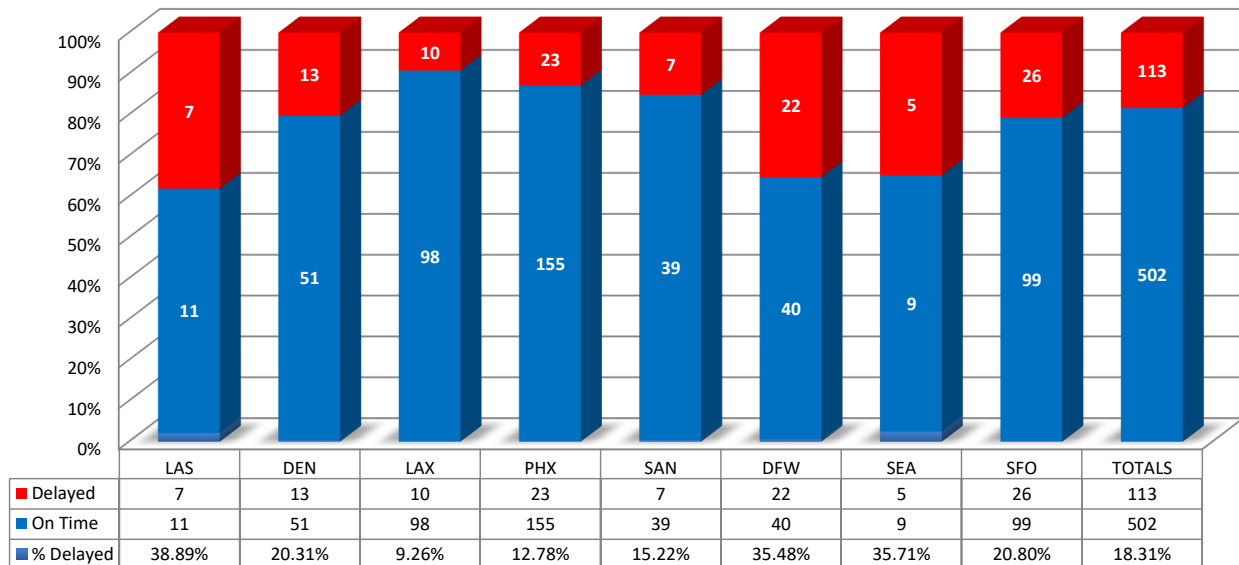
January 2024

January Commercial Flights Operated vs. Canceled



TOTAL CANCELLATIONS: 2

January Commercial Flights On Time vs. Delayed



TOTAL DELAYS: 113

ARRIVALS					DEPARTURES					Aircraft Type (Seats)
FROM	AIRLINE	FLIGHT	TIME	SCHD	TO	AIRLINE	FLIGHT	TIME	SCHD	
PHX	American Airlines	3088 / 6243	9:20 AM	1 - 14	PHX	American Airlines	1835	6:00 AM	DAILY EX 2, 17-18	CRJ700 (66)
LAX	UNITED	5310	9:50 AM	DAILY	SFO	UNITED	5515	6:05AM	DAILY EX 25	EMB175 (76)
DFW	American Airlines	2212 1103	11:55 AM 9:50 PM	1 - 14 15 - 29	DFW	American Airlines	2913 2212	5:15 AM 12:35PM	15 -29 1 - 14	A319 (128))
PHX	American Airlines	2265	12:05 PM	15 - 29	PHX	American Airlines	6243	9:55 AM	1 - 14	CRJ700 (66)
SFO	UNITED	5479	12:10 PM	DAILY	PHX	American Airlines	2265	12:50 PM	15 - 29	A319 (128))
DEN	UNITED	5438	1:15 PM	DAILY	LAX	UNITED	5658	8:00 AM 10:35 AM	21, 23-24, 30-31 1-20, 22, 25-29	CRJ700 (66)
PHX	American Airlines	4228	3:50 PM	DAILY						
SAN	Alaska	3346	3:35 PM 5:00 PM 5:00 PM	1-5, 8-12 15,16, 18, 19, 21- 23, 25,26, 29	DEN	UNITED	5258 5536	12:50 PM 6:00PM	DAILY 20	EMB175 (76)
SEA	Alaska	3315	3:35 PM	15, 16, 18, 19, 22, 23, 25, 26, 29	SFO	UNITED	4729	2:25 PM	DAILY	EMB175 (76)
PHX	American Airlines	4836	7:40 PM	15 - 29	PHX	American Airlines	4828	4:30 PM	DAILY	CRJ700 (66)
LAX	UNITED	5398	7:30 PM	DAILY	SAN	Alaska	3346	4:25 PM 5:40 PM 5:40 PM	1-5, 8-12 15,16, 18, 19, 21- 23, 25,26, 29	EMB175 (76)
SFO	UNITED	5670	11:40 PM	DAILY	SEA	Alaska	3307	4:20 PM	15, 16, 18, 19, 22, 23, 25, 26, 29	EMB175 (76)
PHX	American Airlines	4960	10:30 PM	1 - 14	LAX	UNITED	5482	8:20 PM	1-20	EMB175 (76)
LAS	allegiant	112	2:30 PM 3:00 PM 9:25 PM 5:00 PM 4:20 PM	2 5 9, 12 16, 19 23, 26	LAS	allegiant	112	3:20 PM 3:50 PM 10:15 PM 5:50 PM 5:10 PM	2 5 9, 12 16, 19 23, 26	A319 (156))

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

TO: Michael La Pier, Executive Director
FROM: Chris Morello, Deputy Executive Director
DATE: February 2, 2024
SUBJ: Planning/Marketing and Capital Projects Monthly Report

Attached is the current monthly Project Report for the Planning and Marketing Departments with the following highlights for January 2024:

➤ **2024 Art at the Airport**

- A new main exhibit is currently being installed by the Central Coast Art Association titled, "*Visualizing the many wonders of Monterey through art*". The installation of the exhibit will be completed by the end of February, 2024.
- An Opening Reception is scheduled for March 7, 2024 from 5:00 pm. – 7:00 pm. The reception will also include the Seaside High School Digital Media Program students that have their work displayed in the Youth Art Exhibit.

➤ **Commercial Ramp Construction**

- AC Pavement removal, final building removal and grading of the southeast ramp area began on January 2, 2024.
 - A grading permit was issued from the City of Monterey for the portion that lies within the City boundary limits.
- Preparation and reconfiguration for the temporary long term parking area began in January 2024 and the temporary parking area should be completed for long term parking relocation in mid to late March 2024.

FUNDING				EXPENDITURES				STATUS			
	PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2024 Expenditures to Date	1/31/2024	% Physical Complete	Project Name	Current Status	4 Week Look Ahead
ACTIVE FEDERALLY-FUNDED PROJECTS:											
1	2022-01	79	18-22-C-00-MRY	\$11,209,740	\$5,279,526	\$5,051,043	\$10,330,569	99%	SEP Phase C1/C2/C3 ARFF Design/Construction Demo/Airfield Access	The fire personnel moved into the new location on October 18, 2023. Hazardous abatement was completed on the southside location on October 27, 2023. Demolition began on November 28, 2023 after PG&E disconnected the utilities.	Demolition of the building, building pad and the utilities was completed in January 2024. Project close out documents are being compiled.
2	2023-01	TBD	18-22-C-00-MRY	\$3,664,550	\$195,858	\$778,739	\$974,596	15%	SEP Phase D1 Terminal Design	The contract for Terminal Design was approved at the April 5, 2023 meeting. Staff are working with HOK on the phase 1 schedule of activities.	MRY is still awaiting the BIL entitlement grant that will fund 47% of the HOK design and 100% of KHA and PFM contracts. FAA has indicated that we will receive that grant agreement in the first quarter of FY2024.
3	2024-01	81	18-22-C-00-MRY	\$3,157,895	\$0	\$245,484	\$245,484	5%	SEP Phase D1 Terminal Design	The BIL ATP grant application was executed on September 13, 2023 which funds 53% of the HOK design services. HOK made a presentation to the BOD on 11/30/23 and a design concept was chosen.	HOK began schematic design on Alternative 2B after the 11/30/2023 board meeting. An update on Schematic Design will be provided at the February Board meeting.
4	2023-02	TBD	18-22-C-00-MRY	\$2,170,000	\$0	\$0	\$0	0%	RUNWAY 28L-10R TREATMENT		No work has started at this time.
5	2023-03	80	18-22-C-00-MRY	\$44,707,180	\$0	\$2,043,626	\$2,043,626	10%	SEP Phase B2 Commercial Apron Construction	A notice to proceed was executed on 11/30/2023 and GRV JV began mobilization.	The contractor completed the demolition of the hangars in December 2023. Grading and AC Pavement removal and grading of the southeast ramp area began on January 2, 2024. It is anticipated that the tempoary long term parking lot will be ready in mid-to-late March.

FUNDING				EXPENDITURES				STATUS			
PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2024 Expenditures to Date	1/31/2024	% Physical Complete	Project Name	Current Status	4 Week Look Ahead	
OUTSIDE FUNDED PROJECTS:											
8	2019-03	N/A	N/A	\$2,828,058	\$937,761	\$18,321	\$956,082	45%	WATER DISTRIBUTION SYSTEM	After CEQA MND Certification, the project bid notification was provided to contractors. A contract was approved at the October, 24, 2023 BOD meeting.	The Contractor is in the process of scheduling the construction activities.
9	2023-08	N/A	N/A	\$7,100,000	\$5,309,298	\$1,334,817	\$6,644,115	80%	SOUTHEAST HANGAR PURCHASE	A construction permit for full construction was provided to Avila Construction in May 2023.	MFC completed the project and all tenants moved to the new location by 11/26/2023. Staff are working with MFC to complete the punchlist items and provide final purchase payment.
DISTRICT ONLY FUNDED PROJECTS											
11	2020-14	N/A	N/A	\$350,000	\$203,879	\$0	\$203,879	0%	NORTHWEST BUILDING ABATEMENT		Staff are evaluating building 1105 Airport Way.
12	2024-02	N/A	N/A	\$100,000	\$0	\$0	\$0	0%	VEHICLE REPLACEMENT		
13	2023-04	N/A	N/A	\$440,000	\$40,871	\$267,837	\$308,707	75%	2801 PROPERTY REPAIRS	Coastal Paving completed the paving and first coat of striping in September of 2023. The 2nd coat of striping was completed on October 28, 2023.	Building C hazmat abatement was approved at the BOD meeting on 12/13/2023. The contractor began the end of January 2024.
14	2023-05	N/A	N/A	\$350,000	\$31,661	\$257,016	\$288,677	100%	FRED KANE-SKYPARK PAVEMENT IMPROVEMENTS		Pavement improvements were completed on 10/28/2023.
15	2024-03	N/A	N/A	\$225,000		\$100,493	\$100,493	50%	AIRFIELD AND PROPERTY MAINTENANCE	Runway Safe completed the inspection and testing in August 2023 and a report was provided in the Planning Department cover report in the October Board package. No issues were found with the EMAS.	Staff will bring a proposed work order for the northeast RV lot fencing to the Board for consideration at the February meeting.

FUNDING				EXPENDITURES				STATUS			
	PROJECT #	AIP #	PFC	Total Project Budget	Spent in Prior Fiscal Years	FY 2024 Expenditures to Date	1/31/2024	% Physical Complete	Project Name	Current Status	4 Week Look Ahead
16	2024-04	N/A	N/A	\$55,000		\$20,475	\$20,475	0%	TERMINAL AREA IMPROVEMENTS	A contract for the Gate 1 Courtyard wall height increase was approved at the 9/20/2023 meeting.	Staff have provided a notice to proceed to Coast Counties Glass. Installation should commence in January 2024.



POLICE

DEL REY OAKS

MONTHLY POLICE ACTIVITY REPORT

January 2024

TO: Michael La Pier, Executive Director
FROM: Commander Roger Guzman
DATE: February 7, 2024
SUBJECT: Police Activity Report for JANUARY 2024

The following is a summary of significant activity in the Police Department in JANUARY, 2024:

Highlights

Del Rey Oaks Police Officers responded to approx 10 **door and gate alarms** in JANUARY.

Training

Officer Dowson provided updated training regarding MRY OPS. Officers conducted annual drivers training. Meeting with Mark Curtis and Monterey Fire about individual responsibilities during Emergency Responses to MRY.

Calls for Service

1. 01/02/2024 10:05 AM Ofcr Dowson
Del Monte Aviation: Mutual Aid/Arrest
Employee was arrested for an incident in the City of Marina. Custody transferred to Marina Police Department
2. 01/03/2024 12:00 PM Ofcr Andoy
Employee Parking Lot
PD assisted with the relocation of a vehicle due to construction project. Owner was notified and agreed to the moving of the vehicle.
3. 01/14/2024 7:52 PM Ofcr Gomez
Aircraft/Laser Strike
FAA Tower reported two separate laser strikes on aircraft leaving the Monterey Regional Airport. Area Check of an apartment complex north of the Airfield was conducted with negative results.
4. 01/24/2024 9:17 PM Ofcr Gomez
Terminal/Commercial Ramp
Officers dispatched to arriving American Airlines Flight 3430 for the report of a disruptive passenger onboard. An intoxicated passenger was contacted. Flight Crew advised no threats or physical altercation took place but the passenger was extremely rude. FI's conducted.

END OF REPORT.