

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

October 17, 2023 – 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 meeting of the Budget & Finance Committee of the Monterey Peninsula Airport District Board of Directors was called to order at 10:34 AM. Directors Leffel and Gaglioti, Deputy Executive Director Morello, Controller Wilson, and Acting Board Secretary Adams were present.

B. COMMUNICATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS

None.

C. PUBLIC COMMENTS

None.

D. REGULAR AGENDA – ACTION ITEMS

Review 1. Resolution No. 18XX, A Resolution Approving a Construction Contract between the Monterey Peninsula Airport District and Granite Rock Company for Well Water Infrastructure Improvements at 2801 Monterey Salinas Highway

Deputy Executive Director Morello reported this is a not-to-exceed contract and there is a possibility of some cost savings. Directors discussed the contract and agreed to recommend approval to the board.

Review 2. Resolution No. 18XX, A Resolution Approving a Professional Services Agreement with Coffman Associates to Provide Environmental Monitoring for Well Water Infrastructure Improvements at 2801 Monterey Salinas Highway

Deputy Executive Director Morello reported this is a not-to-exceed contract and is based on the consultants' estimate of the hours it will take to complete the environmental monitoring.

There was a discussion about the types of mitigation activities required, including pre-construction sweeps, training contractors, both biological and cultural monitoring, and required reports. Directors agreed to recommend approval to the board.

Directors suggested reviewing item D.7 prior to the rest of the Financial Statements.

Discuss 7. Buildings and Business Personal Property Insurance Renewal

Controller Wilson reported our property insurance is up for renewal and the best quote came in at \$700K due to the re-insurance markets reacting to the California fire risks. Our broker, Alliant, suggested a group called PRISM, which stands for Public Risk Innovation, Solutions, and Management. They pool

insurance for public agencies that become members. Controller Wilson contacted one of our local jurisdictions, who has been a member for 20 years, and they are happy with the product. The first date to be admitted as a member is after our insurance renewal date, so there will be a 3-month coverage with our current insurance company and then we will roll into PRISM.

Controller Wilson answered questions about the effects to the budget. Directors Leffel and Gaglioti agreed with the stated approach.

Review 3. FYTD 2023 Statements

Controller Wilson reviewed the landings, enplanements, and seat capacity. Director Leffel noted there are fewer landings, but enplanements are up due to the larger planes. Controller Wilson answered questions about the CPE (cost per enplanement), explaining that both fixed and variable costs affect the average; as enplanements go up the fixed costs per enplanement go down but the variable costs go up.

Directors discussed the possibilities for new airline service to Chicago.

There was a discussion about the tenants moving to the new hangars on the northeast side of the airport. Deputy Executive Director Morello reported 19 of the 24 tenants of the southeast hangars will move.

Controller Wilson gave a report on the inquiries for the corporate hangar. There is not yet a suitable tenant and our real estate agent is starting to market the space.

Controller Wilson pointed out August revenue included \$47K from Special Event Parking. There was a discussion about parking for both general aviation and cars during the construction planned for next year. Deputy Executive Director Morello answered questions.

Controller Wilson reported on the status of the FY 2023 Audited Financials.

Review 4. Variance Analysis - MTD and YTD

No discussion.

Review 5. Accounts Receivable Aged Invoice Report

No discussion.

Discuss 6. Small Community Air Service Development Program Grant

Discussed under item D.3.

E. ADJOURNMENT

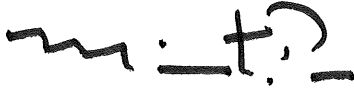
The meeting adjourned at 11:52 AM.

Approved at the
Meeting of October 24, 2023



Mary Ann Leffel, Chair Pro Tem

ATTEST

Handwritten signature in black ink, appearing to read "m. t. ?" with a horizontal line underneath.

Michael La Pier, AAE
District Secretary