

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

March 8, 2022 - 9:00 AM

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

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

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

Members of the public may participate in the Board meeting via Zoom video conference. To view the Board meeting via Zoom video conference, please visit www.zoom.us/join and enter the following Meeting ID: **872 6378 3003**. The password for this meeting is: **20220308**. If you do not have access to the internet, you may also participate telephonically by calling (253) 215-8782 and entering the same Meeting ID and password.

REMOTE PUBLIC COMMENTS

To make a public comment, the following options are available:

1. Before the Meeting via Email: Written comments can be emailed to info@montereyairport.com. Include the following subject line: "Public Comment Item # (insert the agenda item number relevant to your comment)." Written comments should be received by 8:00 AM on the day of the meeting. All submitted comments will be provided to the Board for consideration and will be compiled as part of the record.
2. During the Meeting via Oral Comments: When the Chair calls for public comment, attendees can queue to speak with the "Raise Hand" feature. On the Zoom application, click the "Raise Hand" button. On the phone, press *9. The Secretary to the Board will call speaker names and unmute speaker microphones. You will have up to 3 minutes to provide your oral comments, pursuant to Board policy.

Public comments may also be made in person. Members of the public may attend the Board Meeting in person and request to speak to the Board when the Chair calls for public comment.

A. CALL TO ORDER

The Budget & Finance Committee Meeting of the Monterey Peninsula Airport District Board of Directors was called to order at 9:00 AM. Director Sabo, Director Leffel, Executive Director La Pier, Director of Strategy and Development Morello and Deputy Executive Director of Finance and Administration Bergholz were present.

B. COMMUNICATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS

None.

C. PUBLIC COMMENTS

Any person may address the Monterey Peninsula Airport District Board at this time. Presentations should not exceed three (3) minutes, should be directed to an item **NOT** on today's agenda, and should be within the jurisdiction of the Monterey Peninsula Airport District Board. Though not required, the Monterey Peninsula Airport District Board appreciates your cooperation in completing a speaker request form available on the staff table. Please give the completed form to the Monterey Peninsula Airport District Secretary. Comments concerning matters set forth on this agenda will be heard at the time the matter is considered.

None.

D. REGULAR AGENDA – ACTION ITEMS

- Review 1. Resolution No. 1817, a Resolution Authorizing a Professional Services Agreement with Mill Construction as the Design Build Team for the Replacement Aircraft Rescue and Fire Fighting Facility (ARFF)

Morello presented Resolution No. 1817 Authorizing a Professional Services Agreement with Mill Construction as the Design Build Team for the Replacement Aircraft Rescue and Fire Fighting Facility (ARFF). She stated Mill Construction was selected to submit a Design Build estimate so that the District can apply for a FAA grant. The pre-grant Design Build fees are approximately \$1.17M. The District will need to advance Mill Construction Design Build proposal fees before the FAA grant is approved. The \$1.17M will be reimbursed through the approved FAA grant in the standard AIP and PFC ratios. The Directors asked questions about using the Design Build process and confirmed that FAA had approved the use of this process. Directors requested that staff share information about the Design Build Process at the Board of Directors meeting on March 16, 2022. Finance Committee Directors stated that they will recommend that Resolution No. 1817 be approved.

- Review 2. Amendment to the Professional Services Agreement with Kimley-Horn and Associates, Inc. to Provide Project Management Services in Support of the Safety Enhancement Program (SEP) Taxiway A Relocation – Phase B Aircraft Rescue and Fire Fighting Facility Design

Morello presented a proposed amendment to the Professional Services Agreement with Kimley-Horn and Associates, Inc. to include Project Management for the proposed Phase B Aircraft Rescue and Fire Fighting Facility Design. The Directors confirmed the general scope as it relates to Resolution No. 1817. Finance Committee Directors stated that they will recommend approval of the amendment to the Professional Services Agreement with Kimley-Horn and Associates, Inc.

- Review 3. FYTD 2022 Financial Statements

Directors briefly discussed the January 31, 2022 financial statements and expressed concerns about the decrease or cancellation of commercial airline flights and landings. There was a discussion about reforecasting the FY22 budget but at this time no further action was recommended.

- Review 4. Variance Analysis - MTD and YTD

Directors briefly discussed the January 31, 2022 variance analysis and asked specific questions about Airport concessions that were slightly lower than budget. No other questions were asked.

- Review 5. Accounts Receivable Aged Invoice Report

There no questions or comments about accounts receivables.

- Review 6. Grant Funds Balance

There are no changes in the grant fund balances in January 2022.

- Discuss 7. General Discussion

Director Sabo stated his concerns about the increases in crude oil prices and the potential impact it could have on commercial and general aviation revenues. Additionally, there was a brief discussion about CalPERS and California's requirement to divest of any investments that include Russian based companies and the potential impact on investment performances.

E. ADJOURNMENT

The meeting adjourned at 10:15 AM.

Approved at the
Meeting of March 16, 2022


Carl M. Miller, Chair

ATTEST



Michael La Pier, AAE
District Secretary