

Monterey Regional Airport (MRY)

**The Monterey Peninsula Airport District
Invites Applications for Executive Director**



Executive Search Services Provided by ADK Consulting & Executive Search



THE AIRPORT

Monterey Regional Airport is three miles southeast of Monterey, in Monterey County, California. It was created in 1936 and was known as the Monterey Peninsula Airport until the board of directors renamed it on September 14, 2011. It is a public entity and its five-member board of directors is publicly elected.

The airport has its origins with flights from the polo field of the Hotel Del Monte in 1910. In 1941, local communities formed the Monterey Peninsula Airport District (MPAD) and acquired land to build an airport. The airport is fully owned and operated by the District. World War II intervened, and the U.S. Navy leased the land, opening Naval Auxiliary Air Station Monterey on May 23, 1943. A Navy presence remained at the airport until 1972.

The Monterey Peninsula Airport District is not incorporated into the city or the county, nor is it a public utility. Since its creation, the airport has evolved to continually meet the needs of its users. In doing this, the airport has seen such dignitaries as Pope John Paul II, John F. Kennedy, and many other stars and celebrities. It has distinguished itself as an outstanding contributor to the local community and the National Transportation Plan. Monterey Airport remains dedicated to providing a solid platform for its local community and the nation as a whole.

The Airport District includes portions of Monterey, Pacific Grove, Del Monte Forest, Pebble Beach, Carmel-by-the-Sea, greater Carmel, Del Rey Oaks, Seaside, Sand City, the Monterey-Salinas Highway to Laureles Grade, and the west end of Carmel Valley.

The operating budget for year 2015 is \$8.2M, and the capital improvement budget is \$30M. The most recent significant capital improvement project is the Runway Safety Area (RSA) Improvements Project. Construction began in early 2014 and is expected to be completed in early 2016. The estimated cost of the Project is \$52 million. The Project is being funded by the Airport Improvement and Passenger Facility Charge Programs.

For the year ending 2013, the airport had 205,838 enplanements and 52,850 operations. MRY has 38 employees: 8 union employees and 30 non-represented employees. Monterey Airport is a 498 acre "Non-Hub" airport. Five airlines currently serve Monterey: Alaska Airlines, American, Allegiant, United Airlines and US Airways with service to San Francisco, Los Angeles, San Diego, Phoenix and Las Vegas.

The two full service fixed base operators at MRY include Del Monte Aviation and Monterey Jet Center. Aerodynamic Aviation and Navy Flying Club maintain flight schools at MRY. Also on the premises is Global Executive-Jet Maintenance.

MRY has two parallel runways, a Federal Air Traffic Control Tower and a precision instrument approach to runway 28L and 10R. The Monterey Airport 211 hangars and tie downs, and 55 business tenants. The primary instrument runway (IFR) is 7,616 in length. The smaller general aviation runway is 3,500 in length.

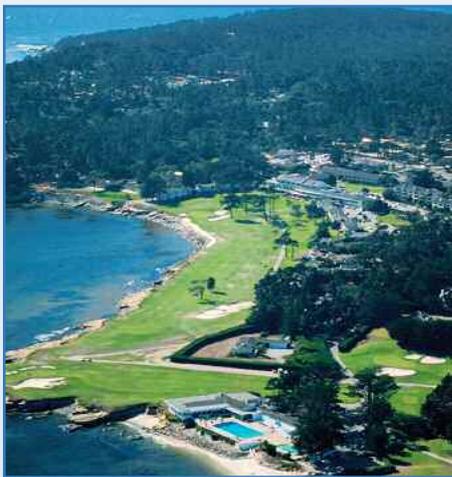




THE COMMUNITY

The magnificent Monterey Peninsula has been called the greatest meeting of land, sea and sky and is recognized as an ideal vacation and business destination. While it is a given that the natural beauty of the area draws the visitor, it is the endless activities including golf, biking, sailing, wine tasting and dining in restaurants that keep residents and visitors enjoying the area.

This beautiful seaside community combines all the charm of small town America with an endless variety of recreational and cultural activities. Monterey's rich history, the saga of California's Mission Trail, historic Fisherman's Wharf and Cannery Row, 20 world-class golf courses, the world's best aquarium, hotels, a unique variety of shops and galleries and a spectacular assortment of parks and natural areas combine to provide a truly unrivaled place.



One cannot describe Monterey without mentioning **Pebble Beach**. Accessible by the spectacular 17-Mile Drive, Pebble Beach provides, perhaps, the most scenic setting for golf and recreation in the world. With its famous championship golf courses, it is hailed as a mecca for golfers. Pebble Beach hosts a variety of world class golf tournaments, including the U.S. Open and the annual AT&T Pebble Beach Pro Am. It is also home to the annual Concours d'Elegance, considered to be one of the most prestigious showcases of the world's finest classic automobiles. Its stunning coastline includes Cypress Rock, Bird Rock and the Lone Cypress, one of the most photographed landmarks on the California coast.

World-renowned **Carmel-by-the-Sea**, only 10 minutes from Monterey, has inspired artists, sparked romances, and attracted celebrities for decades. Rated a top-10 destination in the U.S. year after year, Carmel-by-the-Sea is an amazing, European-style village nestled above a picturesque white-sand beach where everything is within walking distance from your charming hotel or inn. From performing arts and cultural activities to hundreds of Carmel shops, restaurants, wine tasting, art galleries, Carmel is a delightful town for both residents and visitors.



Only 30 miles south of Monterey is **Big Sur**. The most dramatic stretch of coastline begins in Monterey County and ends 90 miles south in San Luis Obispo County at the Hearst Castle. Volcanic peaks rise from the surf and towering redwoods meet with the rugged coastline. Its wild natural beauty can be experienced at numerous private and public campgrounds, parks, ocean and river beaches which include three million acres of untouched wilderness and three hundred miles of trails on state and federal land. Big Sur is a great place to hike and camp. Attractions you don't want to miss are the Point Sur Lighthouse, Henry Miller Memorial Library, the popular Nepenthe Restaurant, Pfeiffer State Park and Pfeiffer Beach.



THE COMMUNITY *(continued)*

Marina, located 8 miles north of the Monterey Peninsula, is the youngest incorporated city on the Peninsula. A favorite spot for hang gliders are the dunes at Marina State Beach. The newly opened Skydive Monterey Bay at the Marina Airport offers the latest state-of-the-art training programs. In addition, the area offers sail plane rides, and helicopter rides.

Located only 17 miles from Monterey is the farming city of **Salinas**. Salinas has a rich history with a variety of things to do and see. As the birth place of Nobel Prize winning author John Steinbeck, it's no wonder that his legacy continues to live on in the heart of the Salinas Valley. The Steinbeck Center, Steinbeck Library, and the Steinbeck House are all popular visitor destinations. Several popular annual events include the Steinbeck Festival, Salinas Airshow and the Salinas Rodeo.

Seaside is a rapidly growing neighborhood community of Monterey with a fast growing shopping complex. It is the home of the Sanctuary Rock Gym that features over 5,000 square feet of indoor sculpted climbing terrain and a 30 foot man-made peak for rock climbing hounds. Next door you can test out your skateboarding skills at the Monterey SK8Station, an indoor skate park. The Three spirits Gallery is a unique gallery located in the midst of the industrial section of Sand City. Local artists perform musical concerts and display their art in a commercial warehouse. The Seaside State Beach offers a long stretch of beach and beautiful sand dunes. Seaside is home to the newest California university, the California State University at Monterey Bay (CSUMB). Seaside/Sand City is located on the coast, between Monterey to the south and Marina to the North.

Located 30 miles north of Monterey is the sunny **City of Santa Cruz**. With over 300 days of sunshine each year it's no wonder the beaches attract so many visitors. Whether you like swimming, surfing, volleyball, or just soaking up the sunshine, there are dozens of activities to enjoy. During your visit, don't miss the Santa Cruz Beach Boardwalk, home of the world famous Giant Dipper roller coaster. Downtown offers even more possibilities. There you can find sidewalk cafes or fine dining, see a play, go to a concert, or watch a movie. On Pacific Avenue see the beautiful historic Victorian homes, art galleries, hotels, motels or the art museum. Santa Cruz is truly a place that has something for everyone.



JOB DESCRIPTION

The Executive Director reports directly to a five member publicly elected board and is responsible for the safe, efficient, fiscally and socially responsible administration of Monterey Regional Airport. The Executive Director shall ensure the effective operation and the implementation of strategic policy and financial and administrative direction as outlined by the Monterey Peninsula Airport District. The Executive Director assumes a leadership role that shall be positive, participatory, goal and results oriented, and engaging with the community and stakeholders.

This individual is responsible for leadership, coordination, direction, development and accomplishment of Monterey Regional Airport goals as set forth by the Airport District's Strategic Business Plan, Airport Master Plan, financial plans, adopted policies and procedures. The individual will lead and represent the Airport District in negotiations with local, regional and national businesses and airlines to develop opportunities for strong passenger service, aviation services and regional business operators.

RESPONSIBILITIES

Strategic: Provide leadership in defining a strategic vision and measurable action plans by establishing and updating goals and objectives, inspiring execution and measuring performance. Actively and effectively communicate to both subordinates and the Board.

Collaborative: Develop a strong collaborative working relationship with elected Board members, assist Board in its policy setting and long-term planning duties enabling the Board to make informed decisions and long term responsible guidance.

Air Service: Enhance existing relationships and develop new relationships with air carriers to enhance air service development and stimulate economic growth.

Financial: Ensure strong financial programs, practices and procedures are in place to optimize business and revenue generating opportunities, to guide prudent long term investments and to assure cost containment.

Commercial Enterprise: Attract, direct and participate in the negotiation and management of the business enterprise, real estate transactions, airport tenant leases, concessions and service agreements to ensure positive revenue generation with desirable services for customers.

Leadership: Provide leadership to attract, promote and develop a cohesive customer centric work team with strong positive employee morale and an emphasis on safety, security and efficiency. Manage the productive collective bargaining agreement and associated relationships.

Relationships: Maintain proactive and effective relationships with governmental agencies, elected officials, media, members of the community, business partners and stakeholders. Represent the Airport District at public events and speaking engagements.

Technical Expertise: Ensure that the airport operates safely and efficiently complying with all federal, state and local regulations, policies and contractual obligations, while applying progressive business practices in airport administration.

Customer Service: Identify and initiate customer service programs that serve the interests of internal and external customers, including general aviation.

Advocate: Adopt a progressive communication and marketing strategy that maximizes the visibility of the airport. Enhance and maintain a positive image and ensure that the organization is an active and effective partner to and for the region.



THE IDEAL CANDIDATE

The Monterey Airport District seeks an Executive Director who possesses strong business and leadership skills who has demonstrated strong acumen in financial planning and administration, air service business development, real property management and negotiations, public relations, community relations and governmental relations skills; one who is a creative leader with a proven track record of problem resolution, taking calculated risks and successfully managing complex airport environments to provide the highest quality of service to its community and stakeholders. This person will be a leader who is a continuous learner, values contributions of others and inspires a productive and efficient team. The ideal candidate should have unquestionable character and integrity and should possess exceptional interpersonal skills.

MINIMUM QUALIFICATIONS

Bachelor's degree from an accredited college or university in Airport Management, Business Administration, Public Administration, or closely related field required; an advanced degree is a plus. A minimum of seven (7) years of commercial airport experience strongly preferred with at least five (5) years in a senior leadership position. Airport industry professional certification (AAE or IAP) and recent pilot experience desirable.



COMPENSATION & BENEFITS

Starting salary range is \$180,000 - \$215,000 with an excellent benefit package, with CalPERS (California Public Employees' Retirement System), including a car allowance and relocation benefits.

HOW TO APPLY

A. Please submit, in PDF format, a cover letter, resume, and a minimum of five professional references. The references should be diversified and include at least one individual for whom you have worked directly, and one individual who has reported directly to you. Include their contact information (email and telephone number) and specify your working relationship with each of your references. Send to ADK Executive Search at: MRY@adkexecutivesearch.com

B. Your submission should include a separate supplement, in PDF format, with responses to the following:

1. Describe the airports/facilities and communities you have served including the operating budgets, capital improvement budgets, and staff you have managed. Relate your experience to that of MRY.
2. Why do you feel that this position with the Monterey Regional Airport is right for you at this time in your career?

C. Please complete the ADK employment application form at: [ADK Application Form](#) (this is a secure link).



Filing Deadline: Closed to new applications

Only complete electronic submissions will be considered.

Email questions to MRY@adkexecutivesearch.com

Photos courtesy of SeeMonterey.com

