

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## Board Members

C. April Boling  
Chairman

Greg Cox  
Jim Desmond  
Robert H. Gleason  
Jim Janney  
Mark Kersey  
Paul Robinson  
Michael Schumacher  
Mary Sessom

## BOARD AGENDA

Thursday, February 2, 2017  
9:00 A.M.

San Diego International Airport  
SDCRAA Administration Building – Third Floor  
Board Room  
3225 N. Harbor Drive  
San Diego, California 92101

## Ex-Officio Board Members

Laurie Berman  
Eraina Ortega  
Col. Jason Woodworth

## President / CEO

Thella F. Bowens

***Live webcasts of Authority Board meetings can be accessed at  
<http://www.san.org/Airport-Authority/Meetings-Agendas/Authority-Board>***

This Agenda contains a brief general description of each item to be considered. The indication of a recommended action does not indicate what action (if any) may be taken. ***Please note that agenda items may be taken out of order.*** If comments are made to the Board without prior notice or are not listed on the Agenda, no specific answers or responses should be expected at this meeting pursuant to State law.

Staff Reports and documentation relating to each item of business on the Agenda are on file in Corporate & Information Governance and are available for public inspection.

**NOTE:** Pursuant to Authority Code Section 2.15, all Lobbyists shall register as an Authority Lobbyist with the Authority Clerk within ten (10) days of qualifying as a lobbyist. A qualifying lobbyist is any individual who receives \$100 or more in any calendar month to lobby any Board Member or employee of the Authority for the purpose of influencing any action of the Authority. To obtain Lobbyist Registration Statement Forms, contact the Corporate & Information Governance/Authority Clerk Department.

PLEASE COMPLETE A "REQUEST TO SPEAK" FORM PRIOR TO THE COMMENCEMENT OF THE MEETING AND SUBMIT IT TO THE AUTHORITY CLERK. ***PLEASE REVIEW THE POLICY FOR PUBLIC PARTICIPATION IN BOARD AND BOARD COMMITTEE MEETINGS (PUBLIC COMMENT) LOCATED AT THE END OF THE AGENDA.***

*The Authority has identified a local company to provide oral interpreter and translation services for public meetings. If you require oral interpreter or translation services, please telephone the Corporate & Information Governance /Authority Clerk Department with your request at (619) 400-2400 at least three (3) working days prior to the meeting.*

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**PRESENTATIONS:**

- A. OTHER POST RETIREMENT EMPLOYEE BENEFITS (OPEB) AND EMPLOYEE PENSION ACTUARIAL VALUATIONS AND FUNDING REQUIREMENTS:**  
Presented by Bradley Au, Human Resource and Employee Benefits Advisor, AON Hewitt; Mark Hovey, Chief Executive Officer, SDCERS; and Marcelle Rossman, Chief Benefits Officer, SDCERS
- B. COMMERCIAL SPACE AT RENTAL CAR CENTER:**  
Presented by Eric R. Podnieks, Program Manager, Real Property and Concessions
- C. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE SIX MONTHS ENDED DECEMBER 31, 2016:**  
Presented by Kathy Kiefer, Senior Director, Finance and Asset Management

**REPORTS FROM BOARD COMMITTEES, AD HOC COMMITTEES, AND CITIZEN COMMITTEES AND LIAISONS:**

***STANDING BOARD COMMITTEES***

- **AUDIT COMMITTEE:**  
Committee Members: Gleason, Hollingworth, Robinson (Chair), Sessom, Tartre, Van Sambeek
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**  
Committee Members: Gleason, Janney (Chair), Robinson
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**  
Committee Members: Boling, Cox, Desmond (Chair), Sessom
- **FINANCE COMMITTEE:**  
Committee Members: Boling (Chair), Cox, Janney, Sessom

## **ADVISORY COMMITTEES**

- **AUTHORITY ADVISORY COMMITTEE:**  
Liaison: Robinson (Primary), Boling
- **ART ADVISORY COMMITTEE:**  
Committee Member: Gleason

## **LIAISONS**

- **AIRPORT LAND USE COMPATIBILITY PLAN:**  
Liaison: Janney
- **CALTRANS:**  
Liaison: Berman
- **INTER-GOVERNMENTAL AFFAIRS:**  
Liaison: Cox
- **MILITARY AFFAIRS:**  
Liaison: Woodworth
- **PORT:**  
Liaisons: Boling, Cox, Gleason (Primary), Robinson
- **WORLD TRADE CENTER:**  
Representatives: Gleason (Primary)

## **BOARD REPRESENTATIVES (EXTERNAL)**

- **SANDAG TRANSPORTATION COMMITTEE:**  
Representatives: Boling (Alternate), Janney (Primary)

## **CHAIR'S REPORT:**

## **PRESIDENT/CEO'S REPORT:**

## **NON-AGENDA PUBLIC COMMENT:**

Non-Agenda Public Comment is reserved for members of the public wishing to address the Board on matters for which another opportunity to speak **is not provided on the Agenda**, and which is within the jurisdiction of the Board. Please submit a completed speaker slip to the Authority Clerk. ***Each individual speaker is limited to three (3) minutes. Applicants, groups and jurisdictions referring items to the Board for action are limited to five (5) minutes.***

**Note:** Persons wishing to speak on specific items should reserve their comments until the specific item is taken up by the Board.

**CONSENT AGENDA (Items 1- 10):**

The consent agenda contains items that are routine in nature and non-controversial. Some items may be referred by a standing Board Committee or approved as part of the budget process. The matters listed under 'Consent Agenda' may be approved by one motion. Any Board Member may remove an item for separate consideration. Items so removed will be heard before the scheduled New Business Items, unless otherwise directed by the Chair.

**1. APPROVAL OF MINUTES:**

The Board is requested to approve minutes of prior meetings.

RECOMMENDATION: Approve the minutes of the January 5, 2017 regular meeting.

**2. ACCEPTANCE OF BOARD AND COMMITTEE MEMBERS WRITTEN REPORTS ON THEIR ATTENDANCE AT APPROVED MEETINGS AND PRE-APPROVAL OF ATTENDANCE AT OTHER MEETINGS NOT COVERED BY THE CURRENT RESOLUTION:**

The Board is requested to accept the reports.

RECOMMENDATION: Accept the reports and pre-approve Board member attendance at other meetings, trainings and events not covered by the current resolution.

**(Corporate & Information Governance: Tony R. Russell, Director/Authority Clerk)**

**3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM DECEMBER 12 , 2016 THROUGH JANUARY 8 , 2017 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM DECEMBER 12 , 2016 THROUGH JANUARY 8, 2017:**

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

**(Procurement: Jana Vargas, Director)**

**4. FEBRUARY 2017 LEGISLATIVE REPORT:**

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2017-0007, approving the February 2017 Legislative Report.

**(Inter-Governmental Relations: Michael Kulis, Director)**

**5. ANNUAL REVIEW AND NOTIFICATION OF BOARD MEMBER WEIGHTED VOTE POINT ALLOCATION AS REQUIRED BY SECTION 170014 OF THE CALIFORNIA PUBLIC UTILITIES CODE:**

The Board is requested to accept the report.

RECOMMENDATION: Adopt Resolution No. 2017-0008, accepting the Board member weighted vote point allocation as required by Section 170014 of the California Public Utilities Code.

**(Corporate & Information Governance: Tony R. Russell, Director/Authority Clerk)**

**6. APPOINTMENTS TO BOARD COMMITTEES, LIAISON POSITIONS, OTHER REPRESENTATIVE AND ALTERNATE POSITIONS:**

The Board is requested to make appointments.

RECOMMENDATION: Adopt Resolution No. 2017-0014, making appointments to Board committees, liaison positions, the SANDAG Transportation Committee, and the World Trade Center Board.

**(Corporate Services: Tony R. Russell, Director/Authority Clerk)**

***CLAIMS***

**7. REJECT THE CLAIM OF K.S.A.N. LLC.:**

The Board is requested to reject the claim.

RECOMMENDATION: Adopt Resolution No. 2017-0009, rejecting the claim of K.S.A.N. LLC.

**(Legal: Amy Gonzalez, General Counsel)**

***COMMITTEE RECOMMENDATIONS***

***CONTRACTS AND AGREEMENTS***

***CONTRACTS AND AGREEMENTS AND/OR AMENDMENTS TO CONTRACTS AND AGREEMENTS EXCEEDING \$1 MILLION***

**8. AWARD A CONTRACT TO KRAUSE A.C.T., DBA AIR CLEANING TECHNOLOGY, FOR RESTAURANT HOOD CLEANING AND MAINTENANCE SERVICES AT SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2017-0010, awarding a contract to Krause A.C.T., dba Air Cleaning Technology for Restaurant Hood Cleaning and Maintenance Services at the San Diego International Airport, in an amount not-to-exceed two million five hundred thousand dollars (\$2,500,000) for a 3 year term with an option for 2 one year extensions.

**(Terminals & Tenants: Jeff Rasor, Director)**

**9. AWARD A CONTRACT TO VASQUEZ CONSTRUCTION COMPANY TO REPLACE TERMINAL SEATING IN TERMINAL 1 AND TERMINAL 2 AT SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2017-0011, awarding a contract to Vasquez Construction Company in the amount of \$3,401,830.27 for Project No. 104204, to replace terminal seating in Terminal 1 and Terminal 2 at San Diego International Airport.

**(Facilities Development: Iraj Ghaemi, Director)**

**10. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO ISSUE A PURCHASE ORDER TO OSHKOSH CORPORATION UTILIZING THE HOUSTON-GALVESTON AREA COUNCIL (HGAC) COOPERATIVE CONTRACT TO REPLACE TWO AIRCRAFT RESCUE FIREFIGHTING VEHICLES AT SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to approve a purchase order.

RECOMMENDATION: Adopt Resolution No. 2017-0012, approving and authorizing the President/CEO to issue a Purchase Order to Oshkosh Corporation utilizing the Houston-Galveston Area Council (HGAC) cooperative contract for an amount not-to-exceed \$2,287,618.32 for Project No. 104214, to replace two Aircraft Rescue and Firefighting (ARFF) Vehicles at San Diego International Airport.

**(Facilities Development: Iraj Ghaemi, Director)**

**PUBLIC HEARINGS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**11. PRESENTATION AND APPROVAL OF THE AMENDED PREFERRED AIRPORT DEVELOPMENT PLAN CONCEPT:**

The Board is requested to provide direction.

RECOMMENDATION: Adopt Resolution No. 2017-0013, refining the preferred Airport Development Plan Concept Alternative Five and directing staff to continue ADP programmatic planning and environmental analysis, based on the amended preferred alternative identified in the presentation and the staff report.

**(Airport Planning & Noise Mitigation: Angela Jamison, Interim Director)**

**12. TAXI AND VEHICLE-FOR-HIRE OPERATING STRATEGY REPORT:**

The Board is requested to accept the report.

RECOMMENDATION: Receive the report and possible action.

**(Ground Transportation: Marc Nichols, Acting Director)**

**CLOSED SESSION:**

**13. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

(Cal. Gov. Code § 54956.9(a)):

Maria Paula Bermudez v. San Diego County Regional Airport Authority, American Airlines, Inc., et al.

San Diego Superior Court Case No. 37-2015-00022911-CU-PO-CTL

**14. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

(Cal. Gov. Code §54956.9(a) and (d)(1))

Stanley Moore v. San Diego County Regional Airport Authority, et al.,  
San Diego Superior Court Case No. 37-2015-00030676-CU-OE-CTL

- 15. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code §54956.9(a))  
GGTW LLC v San Diego County Regional Airport Authority, et al.  
San Diego Superior Court Case No. 37-2016-00032646-CU-BC-CTL
- 16. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code §54956.9(a))  
San Diego County Regional Airport Authority v. American Car Rental, Inc.  
San Diego Superior Court Case No. 37-2016-00024056-CL-BC-CTL
- 17. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Dryden Oaks, LLC v. San Diego County Regional Airport Authority, et al.,  
San Diego Superior Court, North County, Case No. 37-2014-00004077-CU-EINC
- 18. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(d)(2))  
Re: Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board regarding submission of technical reports pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.  
Number of potential cases: 1
- 19. CONFERENCE WITH REAL PROPERTY NEGOTIATORS AND WITH LEGAL COUNSEL –ANTICIPATED LITIGATION:**  
(Gov. Code §§54956.9(d)(e)(1) and 54954.5(b))  
Property: Concession leases (food & beverage) with Host, High Flying Foods and SSP  
Agency Negotiator: Scott Brickner, Kathy Kiefer and Eric Podnieks  
Negotiating Parties: Host, High Flying Foods San Diego Partnership, SSP America, Inc. and Stellar Partners, Inc.  
Under negotiation: rent (price and terms of payment), closure/conversion of locations, new concession buildout, ACDBE participation, lease compliance issues, claim by Host and close outs/permits.
- 20. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to cal. Gov. Code §54956.9(e)(3))  
The Receipt of a Government Claim from VIP Taxi Inc.
- 21. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code section 54956.9(e)(3))  
The Receipt of a Government Claim from K.S.A.N. L.L.C.
- 22. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(d)(2))  
Re: Navy Boat Channel  
Number of potential cases: 1

- 23. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION:**  
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9  
Number of potential cases: 1
- 24. CONFERENCE WITH LEGAL COUNSEL –ANTICIPATED LITIGATION**  
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 1 case  
*In re Seaport Airlines, Inc.*  
U.S. Bankruptcy Court Case No. 16-30406-rld7
- 25. PUBLIC EMPLOYEE APPOINTMENT:**  
Cal. Gov. Code §54957  
Title: President/Chief Executive Officer

**REPORT ON CLOSED SESSION:**

**GENERAL COUNSEL REPORT:**

**BUSINESS AND TRAVEL EXPENSE REIMBURSEMENT REPORTS FOR BOARD MEMBERS, PRESIDENT/CEO, CHIEF AUDITOR AND GENERAL COUNSEL WHEN ATTENDING CONFERENCES, MEETINGS, AND TRAINING AT THE EXPENSE OF THE AUTHORITY:**

**BOARD COMMENT:**

**ADJOURNMENT:**



**Policy for Public Participation in Board, Airport Land Use Commission (ALUC),  
 and Committee Meetings (Public Comment)**

- 1) Persons wishing to address the Board, ALUC, and Committees shall complete a “Request to Speak” form prior to the initiation of the portion of the agenda containing the item to be addressed (e.g., Public Comment and General Items). Failure to complete a form shall not preclude testimony, if permission to address the Board is granted by the Chair.
- 2) The Public Comment Section at the beginning of the agenda is limited to eighteen (18) minutes and is reserved for persons wishing to address the Board, ALUC, and Committees on any matter for which another opportunity to speak is not provided on the Agenda, and on matters that are within the jurisdiction of the Board. A second Public Comment period is reserved for general public comment later in the meeting for those who could not be heard during the first Public Comment period.
- 3) Persons wishing to speak on specific items listed on the agenda will be afforded an opportunity to speak during the presentation of individual items. Persons wishing to speak on specific items should reserve their comments until the specific item is taken up by the Board, ALUC and Committees. Public comment on specific items is limited to twenty (20) minutes – ten (10) minutes for those in favor and ten (10) minutes for those in opposition of an item. Each individual speaker will be allowed three (3) minutes, and applicants and groups will be allowed five (5) minutes.
- 4) If many persons have indicated a desire to address the Board, ALUC and Committees on the same issue, then the Chair may suggest that these persons consolidate their respective testimonies. Testimony by members of the public on any item shall be limited to **three (3) minutes per individual speaker and five (5) minutes for applicants, groups and referring jurisdictions.**
- 5) Pursuant to Authority Policy 1.33 (8), recognized groups must register with the Authority Clerk prior to the meeting.
- 6) After a public hearing or the public comment portion of the meeting has been closed, no person shall address the Board, ALUC, and Committees without first obtaining permission to do so.

**Additional Meeting Information**

**NOTE:** This information is available in alternative formats upon request. To request an Agenda in an alternative format, or to request a sign language or oral interpreter, or an Assistive Listening Device (ALD) for the meeting, please telephone the Authority Clerk’s Office at (619) 400-2400 at least three (3) working days prior to the meeting to ensure availability.

For your convenience, the agenda is also available to you on our website at [www.san.org](http://www.san.org).

**For those planning to attend the Board meeting, parking is available in the public parking lot located directly in front of the Administration Building. Bring your ticket to the third floor receptionist for validation.**

**You may also reach the Administration Building by using public transit via the San Diego Metropolitan Transit System, Route 992. The MTS bus stop at Terminal 1 is a very short walking distance from the Administration Building. ADA paratransit operations will continue to serve the Administration Building as required by Federal regulation. For MTS route, fare and paratransit information, please call the San Diego MTS at (619) 233-3004 or 511. For other Airport related ground transportation questions, please call (619) 400- 2685.**

**UPCOMING MEETING SCHEDULE**

<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Meeting Type</i>	<i>Location</i>
March 2	Thursday	9:00 a.m.	Regular	Board Room



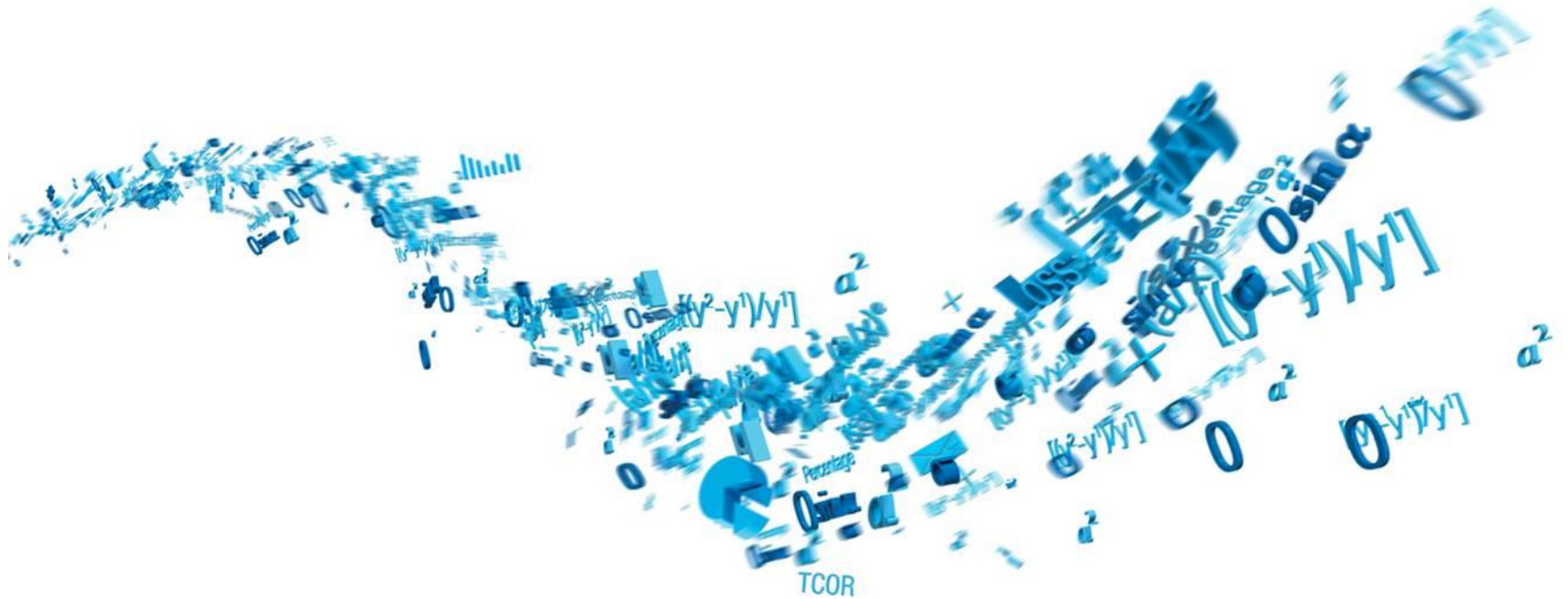
## OTHER POST RETIREMENT EMPLOYEE BENEFITS (OPEB) & EMPLOYEE PENSION ACTUARIAL VALUATIONS AND FUNDING REQUIREMENTS

Presented by:

Bradley Au | Human Resources & Benefits Advisor | AON Hewitt  
&

Mark Hovey | Chief Executive Officer | SDCERS

Marcelle Rossman | Chief Benefits Officer | SDCERS



# OPEB (Other Postemployment Benefits) Update

Prepared by Aon Hewitt

Consulting | Retirement and Investment

Presentation to SDCRAA Board, February 2, 2017

## OPEB: San Diego County Regional Airport Authority

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### Retiree Healthcare Benefit Provisions

- Eligible after attaining age 55 and 20 years of service, or 62 and 5
- Closed to non-union hired after April 2006, union hired after September 2008
- Lifetime medical, dental, vision, life insurance coverage
- Retiree contributions are required and cover partial costs

### Participants as of 2015 (last valuation)

- 196 actives
- 45 retirees (with 25 spouses)

### Funding Practice, sum of

- Unfunded liability amortized over fixed period (20 years remaining a/o 2017)
- “Normal” cost for ongoing benefit accruals

# Actuarial Valuation

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## GASB – Employer accounting of OPEB (Other Post Employment Benefits)

- Effective since fiscal year 2008
- Actuarial valuation performed every 2 years
  - Most recent as of 2015; next in 2017
  - Updated census data, benefit elections, healthcare costs, assets, etc.
  - Review / update assumptions and methods

## Actuarial Liabilities Determined

- Based on current actives and retirees
- Projection considers:
  - Probability of turnover, retirement, mortality, plan election
  - Future healthcare cost increases (medical trend)
  - Retiree cost sharing
  - Discount rate – used to determine present value

## Financial Results for Fiscal Year Ending 2017

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### Funded status, July 1, 2016 (projected estimate)

▪ Actuarial Accrued Liability (AAL)	\$37M
▪ Assets	<u>\$21M</u>
▪ Unfunded AAL	\$16M

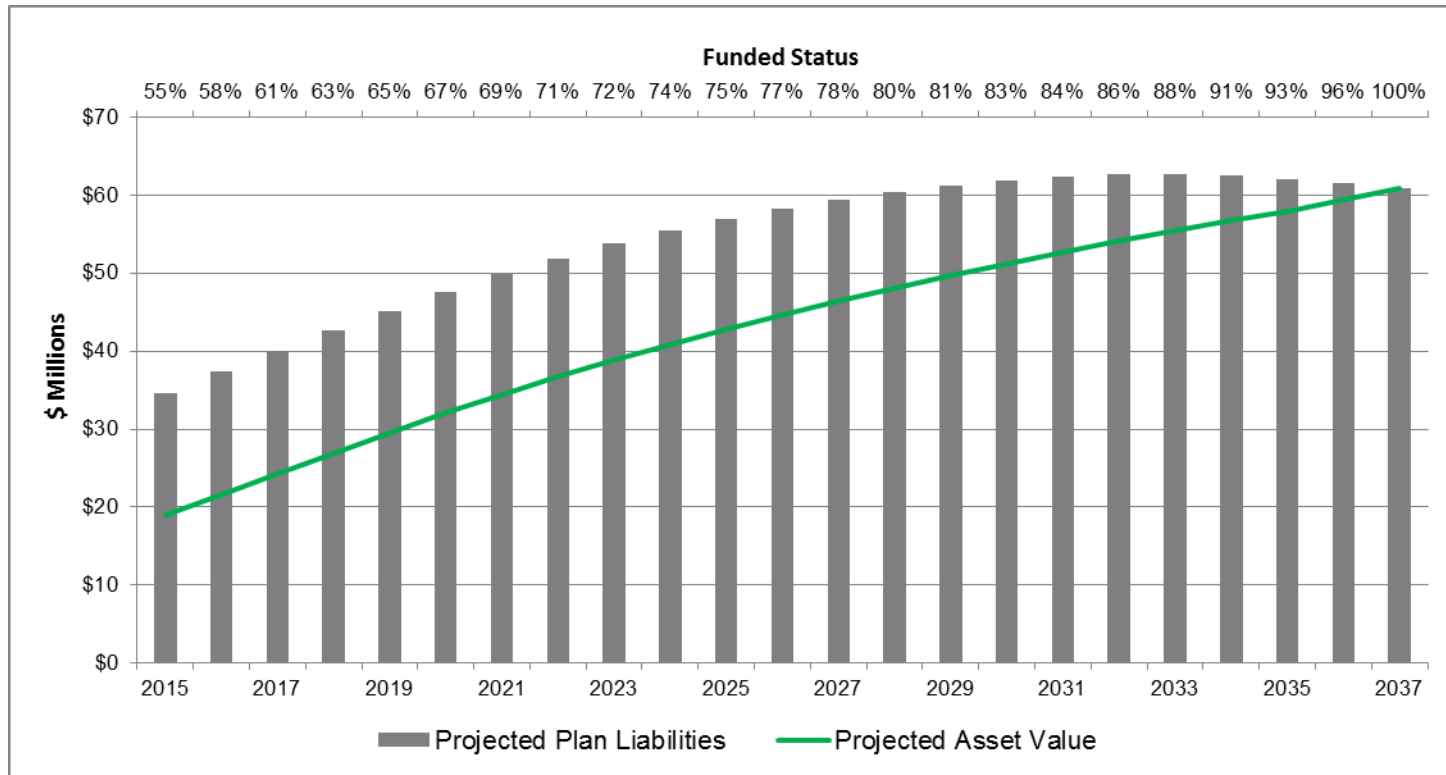
### Actuarially Determined Contribution (ADC) for FYE 2017 (approximate)

▪ Amortization of unfunded AAL	\$1.1M
▪ Normal cost	<u>\$0.9M</u>
▪ Total ADC	\$2.0M

### Funding / Expense amounts for FYE 2017 (approximate)

▪ Pay-as-you-go, current retirees	\$0.5M
▪ Pre-funding	<u>\$1.5M</u>
▪ Total funding / Expense accrual	\$2.0M

# Funded Status Projection Estimate



## Projection basis:

- 2015 actuarial valuation and assumptions, including 7.28% discount rate and asset return
- Funding policy – unfunded liability amortized over period ending 2037

# GASB OPEB: Evolving Accounting Standards

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Pre-GASB 45 – pay-as-you-go funding and accounting for retiree obligations

GASB 45 – effective FYE 2008

- Accounting expense recognition during years of service; amortization of unfunded liability up to 30 years
- Funding not required – initially slow among agencies, and although now more common, funding levels vary widely
- Balance sheet liability equal to historical accruals less contributions
- SDCRAA – began full prefunding immediately, using 30 year closed period

GASB 75 – effective FYE 2018 (2017 valuation)

- Similar to GASB 68 for pension
- Funding still not required; policy independent of accounting
- Balance sheet liability equal to unfunded liability (\$0 becomes \$16M)
- More volatile periodic expense
- Discount rate basis change – investment return and municipal bond index



## Key Actuarial Assumptions and Methods

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### Discount Rate

- Based on expected investment return
  - SDCRAA – 7.28% for 2015 (CalPERS CERBT assumption)
- GASB 75 adoption will utilize blended discount rate for expense purposes if assets projected to be depleted under funding policy; blend rate based on expected asset return and municipal bond index

### Mortality

- Industry standard – incorporates generational improvement (i.e., birth year dependent)
  - SDCRAA – uses updated projected improvement basis

### Amortization of Unfunded Liability

- GASB 45 allowed open period (e.g., many use open 30 year period)
  - SDCRAA – 20 years remaining (a/o 2017) of original 30 year closed period
- GASB 75 adoption – future working life used for unexpected liability changes; 5 years for unexpected asset changes
- Level % of pay may be used (or Level dollar amount)

## Other Important Factors in Determining Plan Costs

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### Other Economic / Financial

- Inflation – underlying, healthcare costs
- Actual asset return
- Plan funding

### Plan Provisions

- Eligible group
- Benefit levels / plans provided
- Cost sharing

### Demographic

- Termination, retirement, mortality
- Coverage at retirement – participation (e.g., 80%) and plan elections

### Regulatory Factors

- Healthcare reform
- Excise tax

# San Diego City Employees' Retirement System

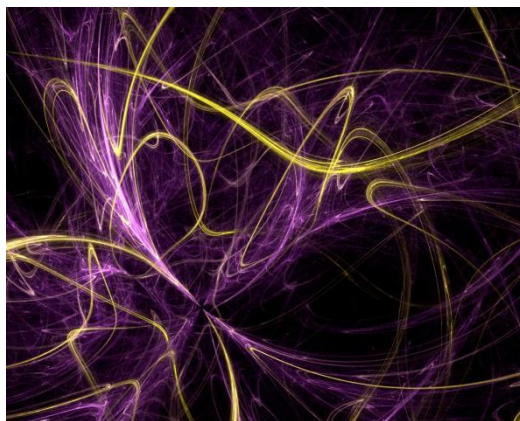


## Preliminary Results of the June 30, 2016 Actuarial Valuation San Diego County Regional Airport Authority

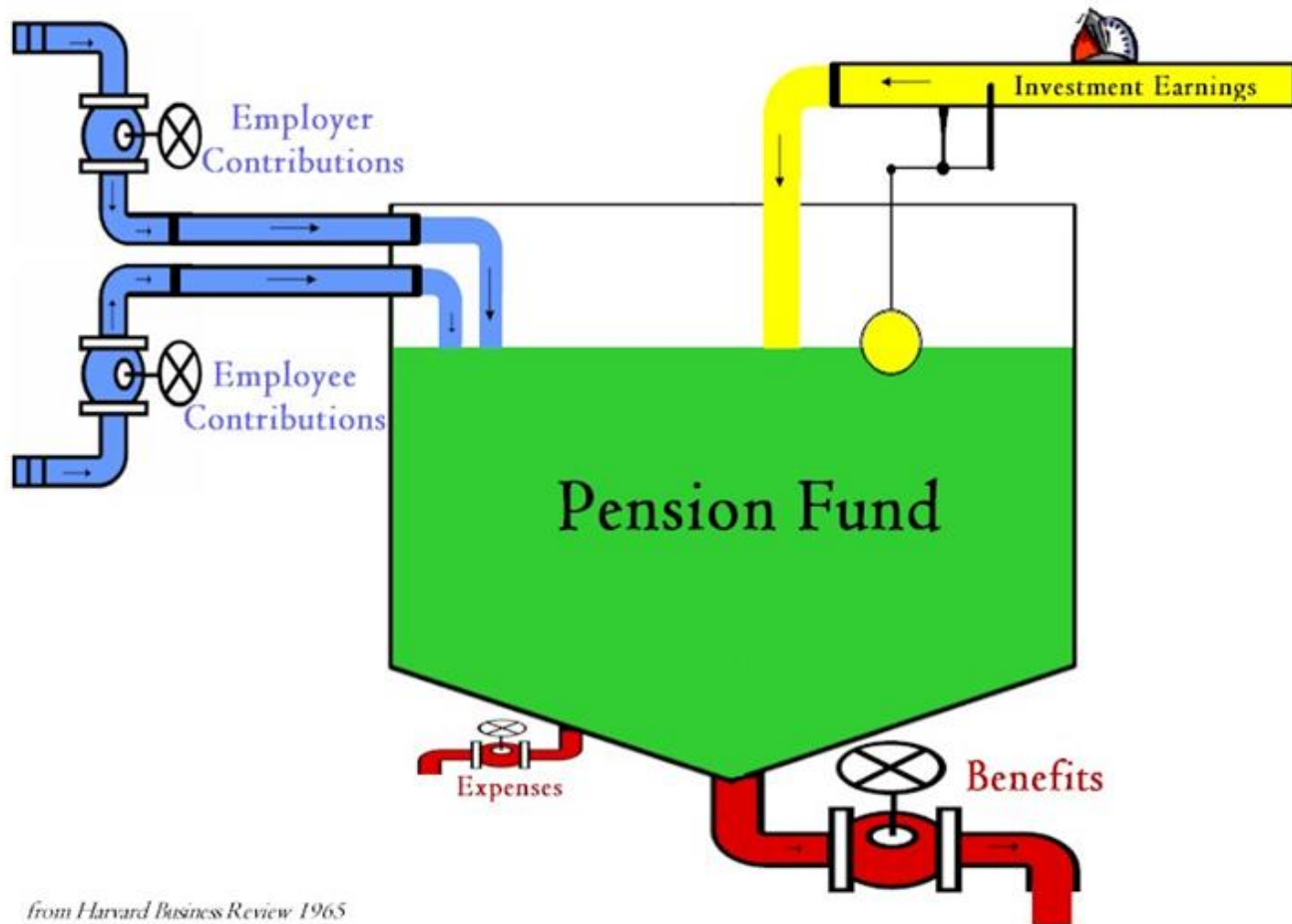


- Background
- Historical Trends
- June 30, 2016 Valuation
  - Summary of Key Results
  - Sources of Change
- A Look Ahead

# Background

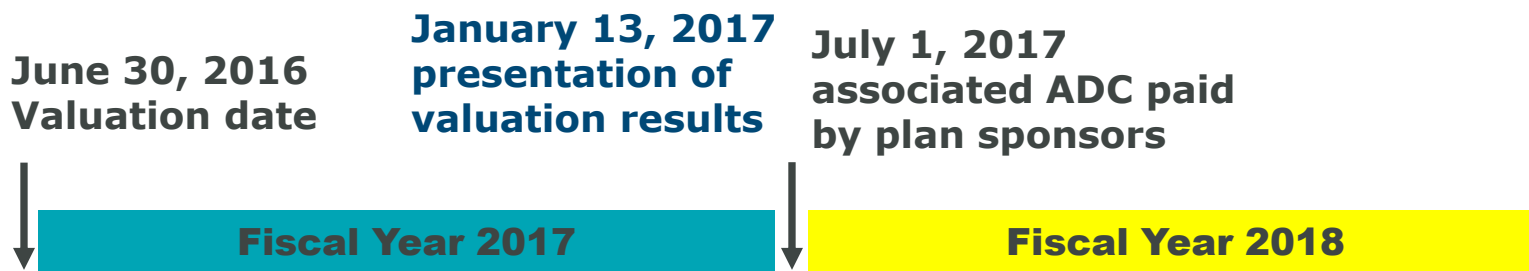


# The Valuation Process



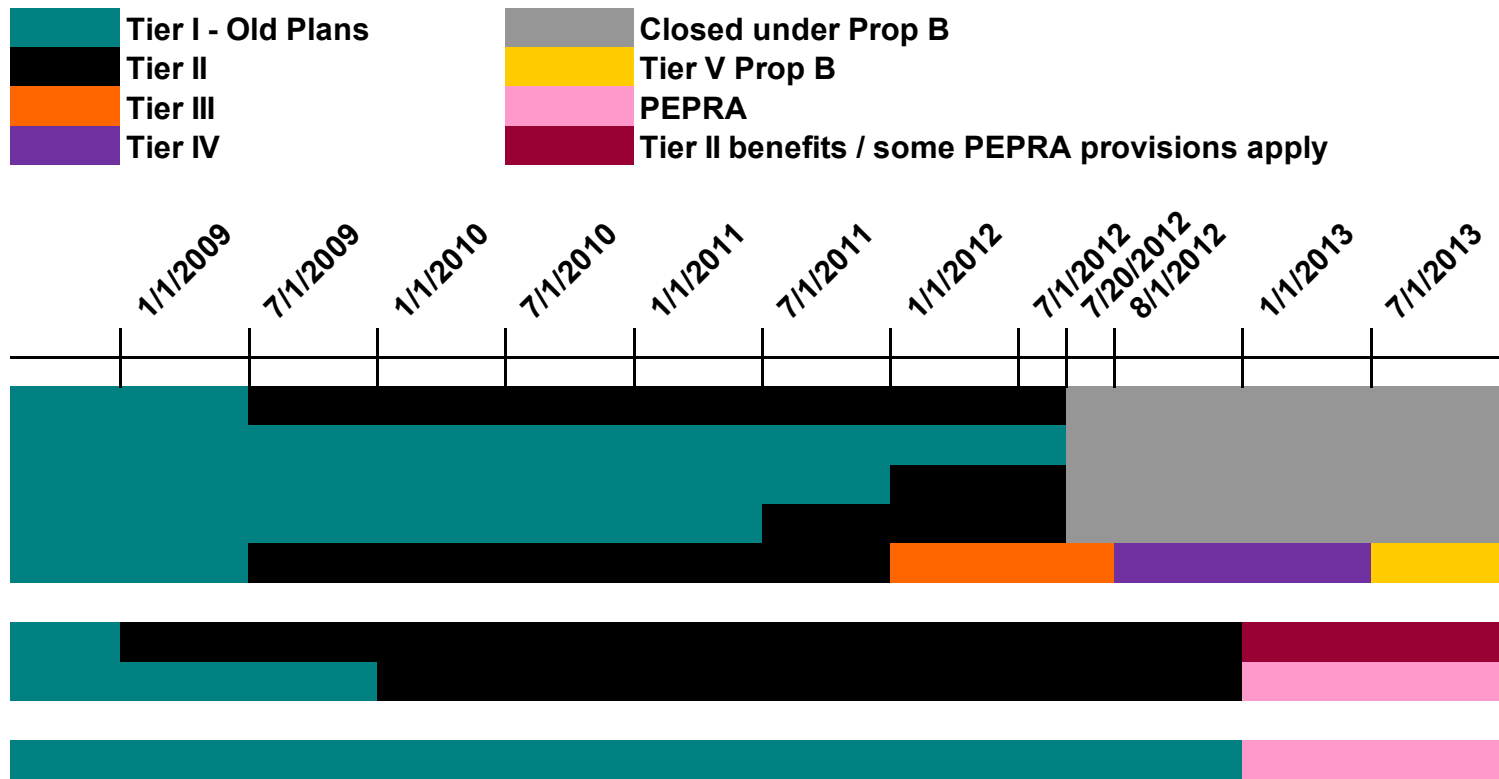
*from Harvard Business Review 1965*

These June 30, 2016 valuation results are used to determine the FY 2018 Actuarially Determined Contribution (ADC) for all three plan sponsors



The Board's normal process is to consider the January valuation results as preliminary and then vote at the March meeting

# Plan Effective Dates





# Assumption Changes



- In 2015, the Board adopted a two-year plan to reduce the discount and wage inflation rates
  - For this valuation, the discount rate is lowered from 7.125% to 7.00% and the wage inflation rate from 3.175% to 3.05%
- In September 2016, the Board adopted the results of the 2010-2015 experience study
  - Changes to demographic assumptions, including adoption of the CalPERS mortality tables, projected 20 years using a variation of scale MP-2015
  - Mortality changes expected to result in significant increase to liabilities and costs

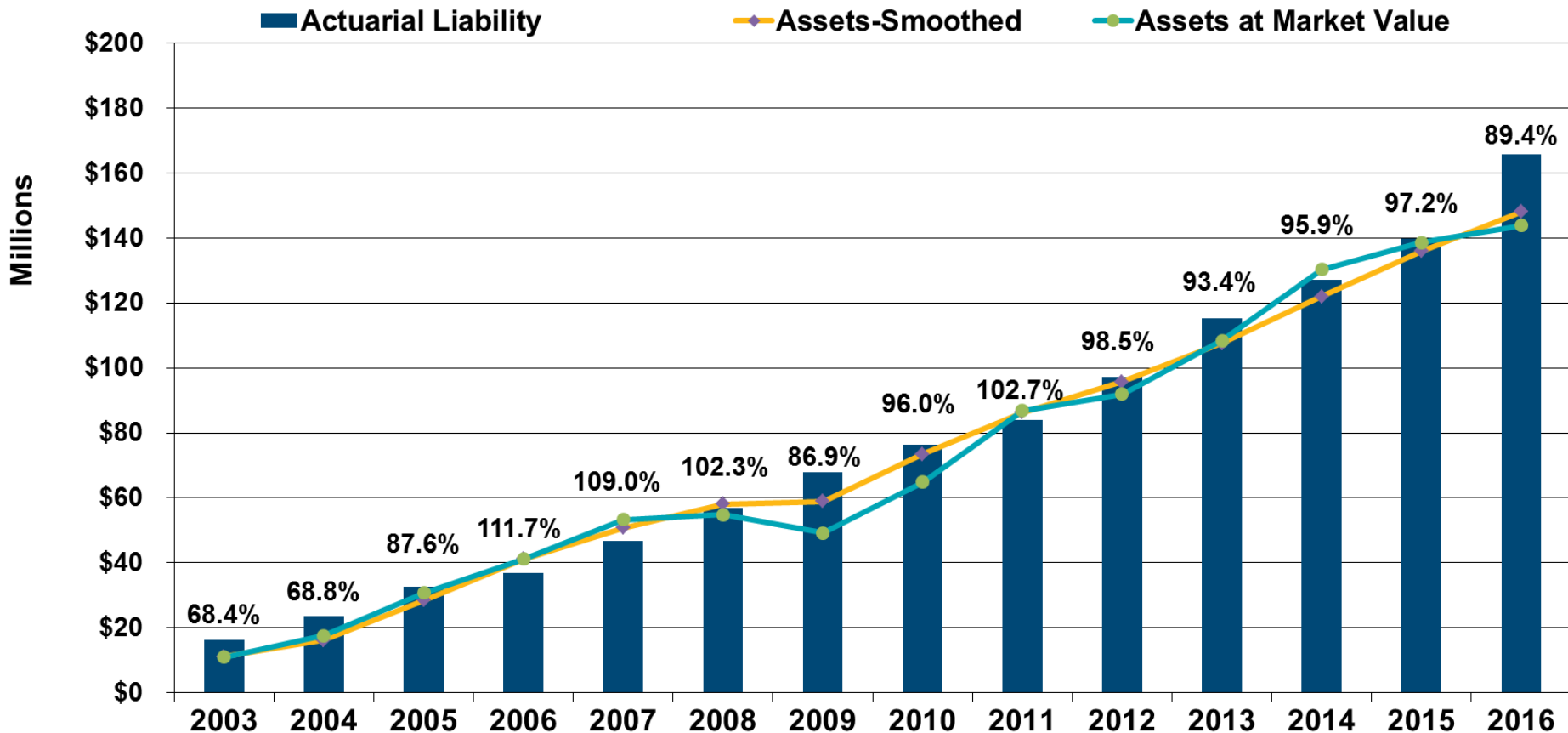


- For PEPRA members of the Airport Authority, tested aggregate normal cost % to determine if more than a 1% change from normal cost % when rates first established
  - Normal cost rate within threshold (0.9%), so all PEPRA member rates remain unchanged

# Historical Trends

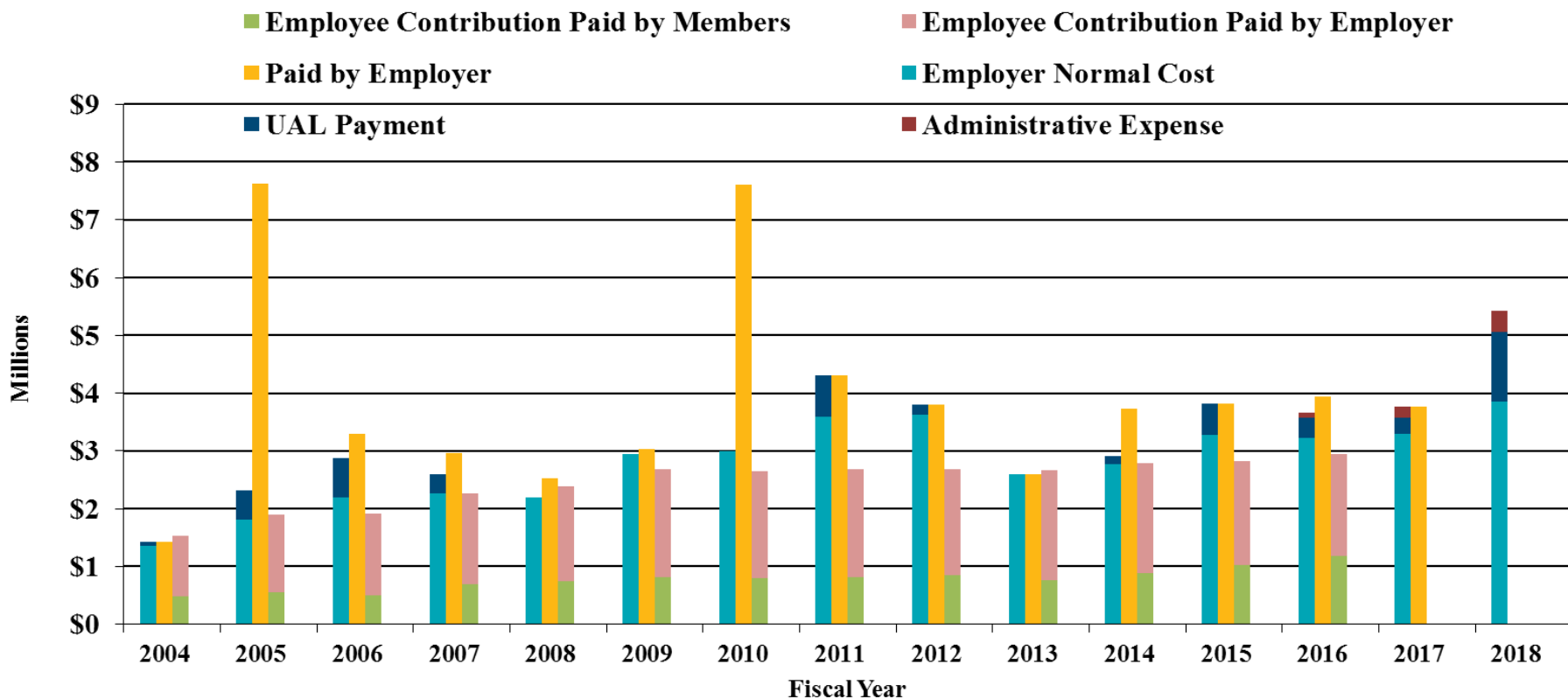


# Assets and Liabilities – Airport Authority

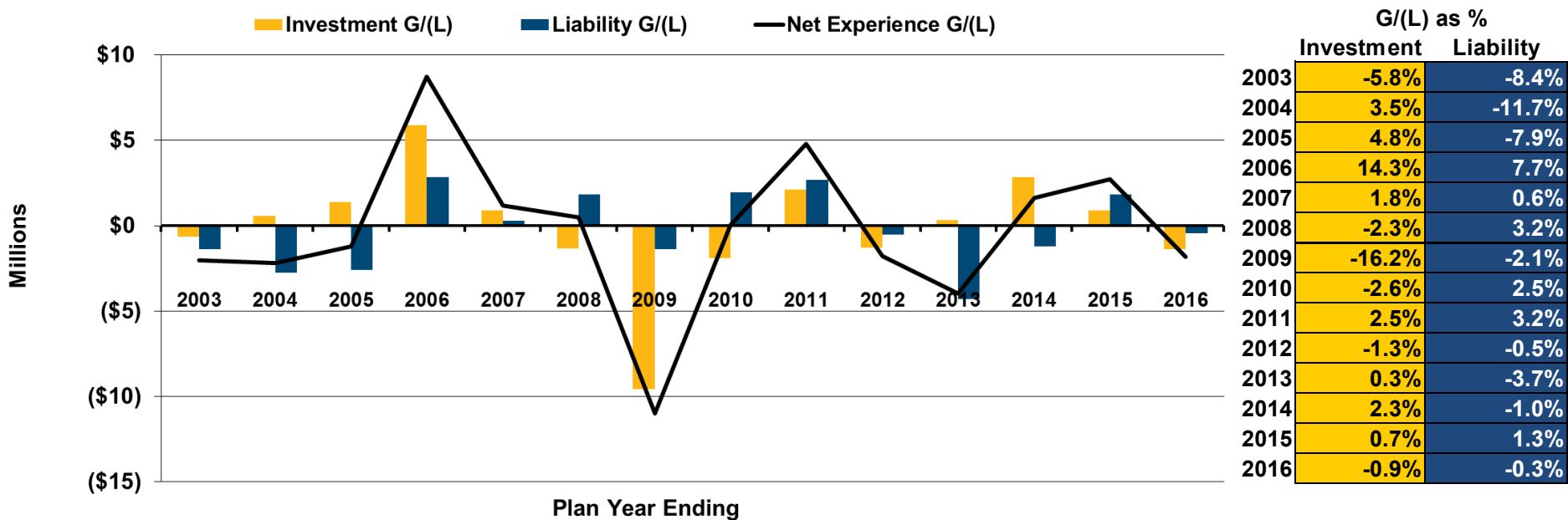


The percentage shown at the top of each bar is the ratio of the Actuarial Value of Assets to the Actuarial Liability (the funded ratio).

# Contributions – Airport Authority



# Gains and Losses – Airport Authority





# Preliminary June 30, 2016 Actuarial Valuation Results



# Valuation Results – Airport Authority



Valuation as of June 30,			
	2015	2016	2016
<u>Membership</u>	Actual	Expected @ 7.00%	Actual @ 7.00%
<b>Actives</b>	368		385
<b>Payroll (\$ in thousands)</b>	\$ 29,189		\$ 31,132
<b>Average Salary</b>	\$ 79,319		\$ 80,862
<b>In Pay Status</b>	76		90
<b>Total Annual Benefits (\$ in thousands)</b>	\$ 3,047		\$ 3,719
<b>Average Benefit</b>	\$ 40,096		\$ 41,323
<b><u>Assets and Liabilities (\$ in thousands)</u></b>			
<b>Actuarial Liability</b>	\$ 139,787	\$ 154,898	\$ 165,667
<b>Actuarial Value Assets</b>	\$ 135,859	\$ 149,811	\$ 148,084
<b>Market Value Assets</b>	\$ 138,544	\$ 151,968	\$ 143,873
<b>Unfunded Actuarial Liability (UAL)</b>	\$ 3,928	\$ 5,087	\$ 17,583
<b>Actuarial Value Funding Ratio</b>	97.2%	96.7%	89.4%
<b>Market Value Funding Ratio</b>	99.1%	98.1%	86.8%
<b><u>Contributions (ADC in \$thousands)</u></b>			
<b>Employer Normal Cost</b>	\$ 3,300	\$ 3,417	\$ 3,854
<b>UAL Payment</b>	\$ 267	\$ 354	\$ 1,212
<b>Administrative Expenses</b>	\$ 198	\$ 305	\$ 350
<b>Total ADC (BOY)</b>	\$ 3,765	\$ 4,075	\$ 5,416

Numbers in table may not add due to rounding.

January 13, 2017



# Sources of Change – Airport Authority



	<u>Actuarial</u> <u>Liability</u>	<u>Actuarial</u> <u>Assets</u>	(\$ in thousands)	
			<u>UAL</u>	<u>ADC</u>
<b>2015 actual results</b>	<b>\$ 139,787</b>	<b>\$ 135,859</b>	<b>\$ 3,928</b>	<b>\$ 3,765</b>
<b>2016-expected (no changes)</b>	<b>13,315</b>	<b>13,952</b>	<b>(637)</b>	<b>96</b>
<b>7.00% discount / 3.05% inflation</b>	<b>1,796</b>	<b>-</b>	<b>1,796</b>	<b>214</b>
<b>FYE 16 asset experience</b>	<b>-</b>	<b>(1,727)</b>	<b>1,727</b>	<b>158</b>
<b>new demographic assumptions</b>	<b>10,587</b>	<b>-</b>	<b>10,587</b>	<b>1,086</b>
<b>FYE 16 liability experience</b>	<b>451</b>	<b>-</b>	<b>451</b>	<b>40</b>
<b>negative amortization</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>99</b>
<b>other miscellaneous</b>	<b>(269)</b>	<b>-</b>	<b>(269)</b>	<b>(41)</b>
<b>2016 actual results</b>	<b>\$ 165,667</b>	<b>\$ 148,084</b>	<b>\$ 17,583</b>	<b>\$ 5,416</b>

Numbers in table may not add due to rounding.

January 13, 2017

# A Look Ahead



# Projections – Airport Authority



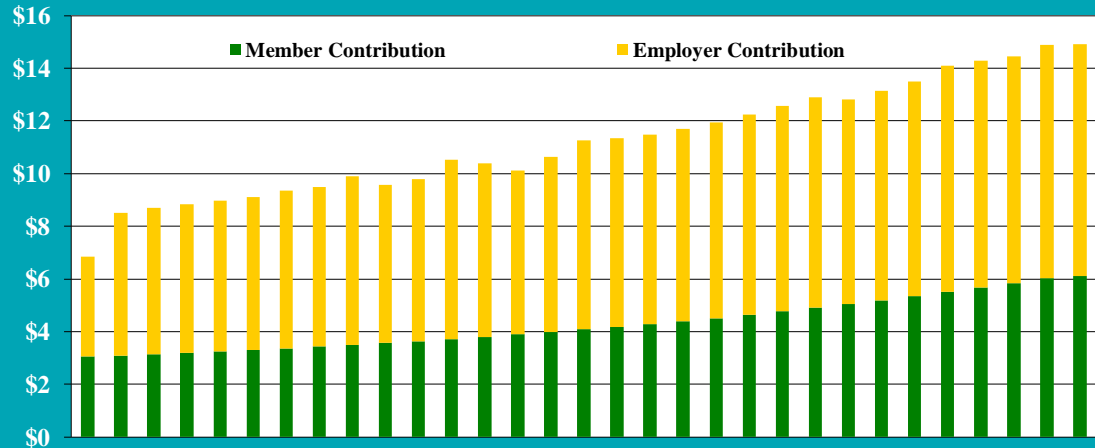
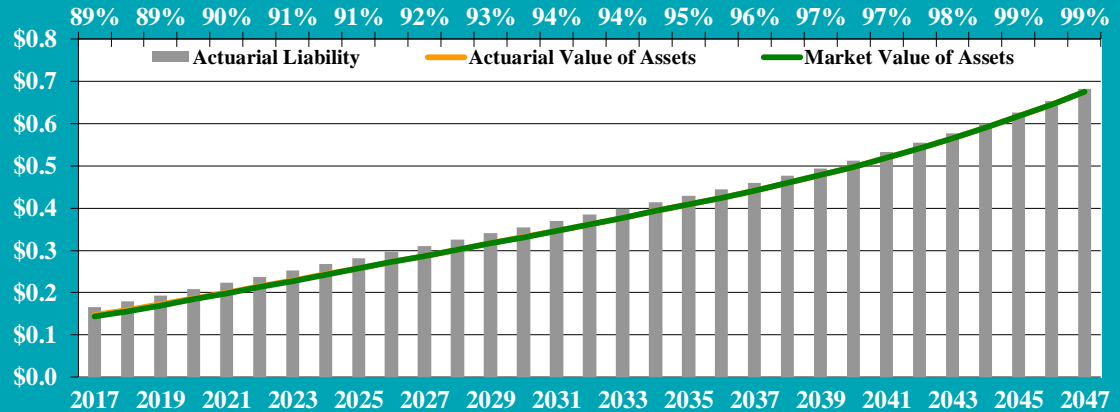
CHEIRON		(mil)	(mil)
FYE	ADC	UAL	
2017	7.000%	\$ 3.8	\$ 3.90
2018	7.000%	\$ 5.4	\$ 17.58
2019	7.000%	\$ 5.6	\$ 20.31
2020	7.000%	\$ 5.6	\$ 21.37
2021	7.000%	\$ 5.7	\$ 22.17
2022	7.000%	\$ 5.8	\$ 22.81
2023	7.000%	\$ 6.0	\$ 23.33
2024	7.000%	\$ 6.1	\$ 23.75
2025	7.000%	\$ 6.4	\$ 23.95
2026	7.000%	\$ 6.0	\$ 24.06
2027	7.000%	\$ 6.1	\$ 23.82
2028	7.000%	\$ 6.8	\$ 24.00
2029	7.000%	\$ 6.6	\$ 24.06
2030	7.000%	\$ 6.2	\$ 23.47
2031	7.000%	\$ 6.7	\$ 23.13
2032	7.000%	\$ 7.2	\$ 23.22
2033	7.000%	\$ 7.2	\$ 22.91
2034	7.000%	\$ 7.2	\$ 22.09
2035	7.000%	\$ 7.3	\$ 21.33
2036	7.000%	\$ 7.4	\$ 20.57
2037	7.000%	\$ 7.6	\$ 19.76
2038	7.000%	\$ 7.8	\$ 18.87
2039	7.000%	\$ 8.0	\$ 17.87
2040	7.000%	\$ 7.8	\$ 16.74
2041	7.000%	\$ 7.9	\$ 15.45
2042	7.000%	\$ 8.1	\$ 14.49
2043	7.000%	\$ 8.6	\$ 13.44
2044	7.000%	\$ 8.6	\$ 12.28
2045	7.000%	\$ 8.6	\$ 10.75
2046	7.000%	\$ 8.9	\$ 9.28

N 7.000% = average return

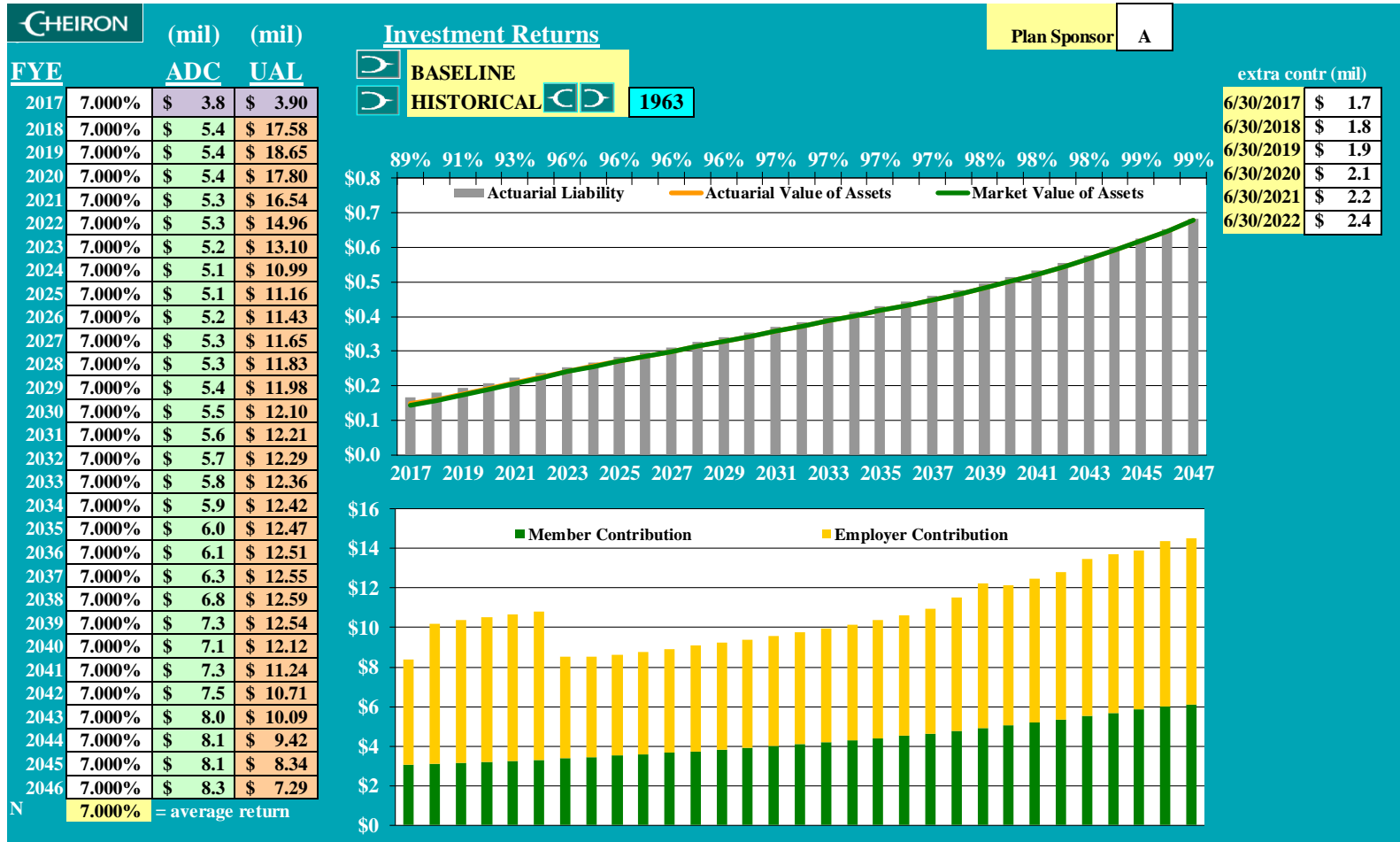
## Investment Returns

Plan Sponsor A

BASELINE  
 HISTORICAL  1963



# Airport Authority – projection with extra contributions (described below)



Projection assumes additional contribution at each fiscal year end, with the first on June 30, 2017, equal to 1% of Actuarial Liability in valuation as of end of previous fiscal year, until the funded ratio in the valuation is greater than or equal to 95%. Assumes no investment or liability gains or losses during projection period.



**SANDIEGO**  
INTERNATIONAL AIRPORT  
LET'S GO.

## Commercial Space at Rental Car Center

Eric Podnieks, AAE, IAP  
Program Manager  
Real Property & Concessions

February 2, 2017

# Space

- 7,900 sq.ft. of Space on 3<sup>rd</sup> floor
- Built as part of the Rental Car Center
- Separate Entrance and Elevator



# Space

- Interior space left open and flexible



# Historical Space Use and Recruitment

- Engaged Jones Lang LaSalle (commercial real estate consultant)
  - Focused on design as a Restaurant Site
- Secured Location Matters to market and recruit restaurateurs
  - San Diego based commercial real estate broker specializing in restaurants



# Recruitment Efforts

- Location Matters listed the property within commercial real estate listing services
- Advertisement in Publications
- Property tours with numerous potential tenants
- Held an open house in March 2016
- 1 Proposal received to date and is non-viable

# Restaurant Use Challenges

- Feedback Received from Restaurant Prospects
  - Non-traditional location difficult
  - Not within a high traffic commercial district
  - Success of the restaurant not based on Rental Car Customers
  - Close proximity to competing popular restaurant areas (Little Italy, Liberty Station, Harbor & Shelter Island)
- Event Center Concept Suggested As An Alternative

# Current Efforts

- Engaging Additional Industry Experts
  - Further evaluating restaurant use
  - Evaluating alternative uses including
    - Event Center
    - Office Space
    - Retail Space

# Preliminary Industry Expert Findings

- The space may be too large for a single food operation tenant
- A master developer model may result in a successful multi-tenant food operation use
- Revenue generation from an event center requires additional research

# Next Steps

- Meet with potential tenants from consultants' recommendations (Feb 2017)
- Advance multi-tenant use developer model (Feb-July 2017)
- Concurrently develop strategy for an event center (Feb-July 2017)



Questions?



## ITEM C

# Review of the Unaudited Financial Statements for the Six Months Ended December 31, 2016



**SAN DIEGO**  
INTERNATIONAL AIRPORT

LET'S **GO.**

Presented by:

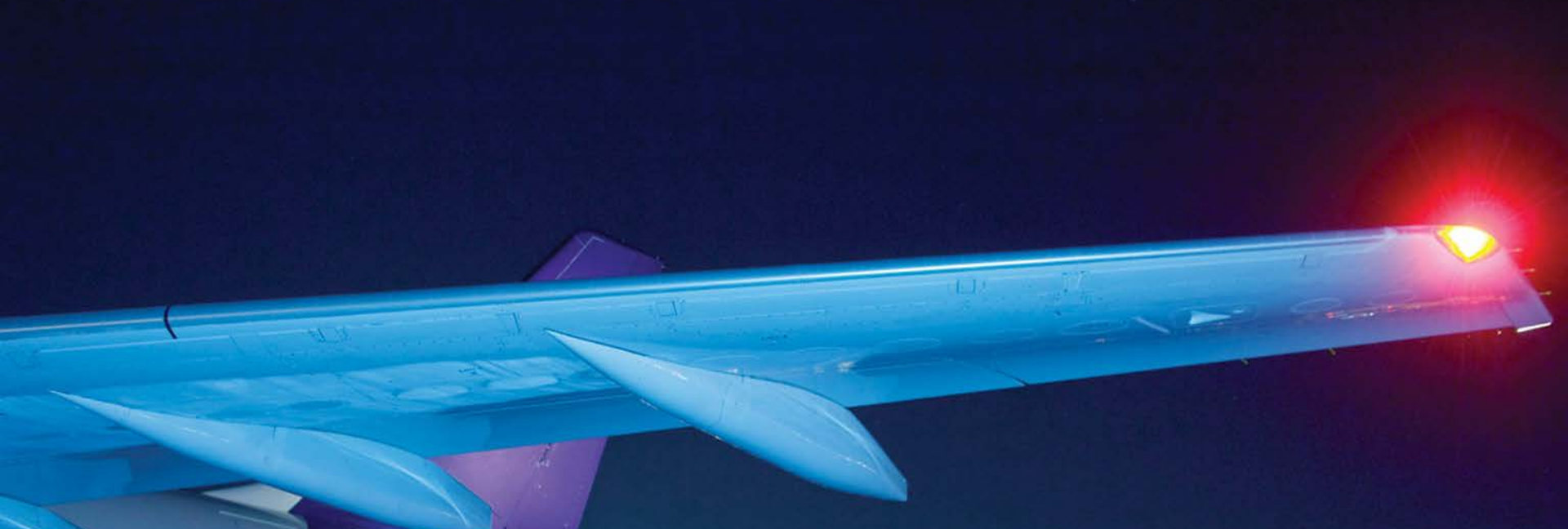
Scott Brickner, CPA

Vice President, Finance and Asset Management/Treasurer

Kathy Kiefer

Senior Director, Finance & Asset Management

February 2, 2017



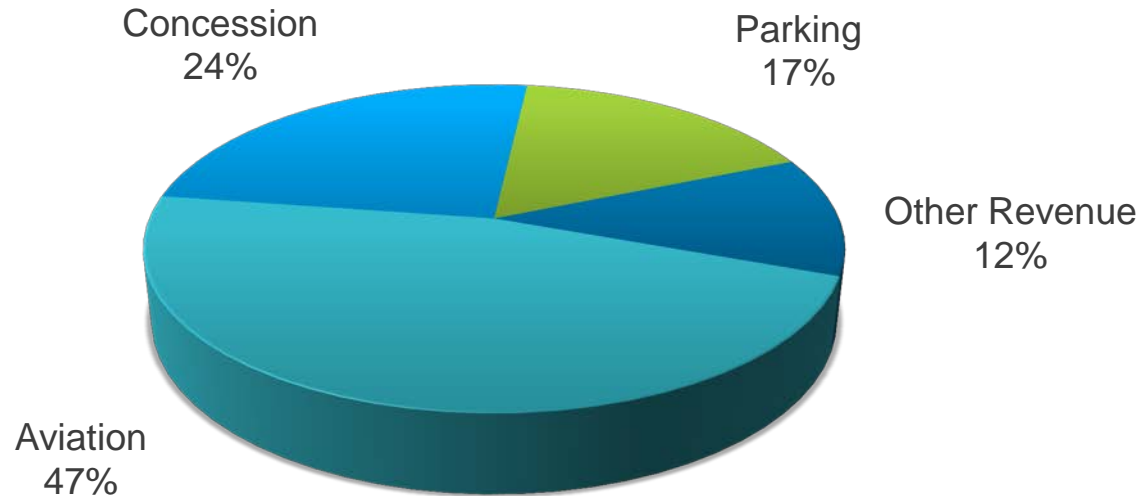
# Financial Performance for the Six Months Ended December 31, 2016 (Unaudited)



# Operating Revenues

## Six Months Ended December 31, 2016 (Unaudited)

### Actual Operating Revenues by Percentage

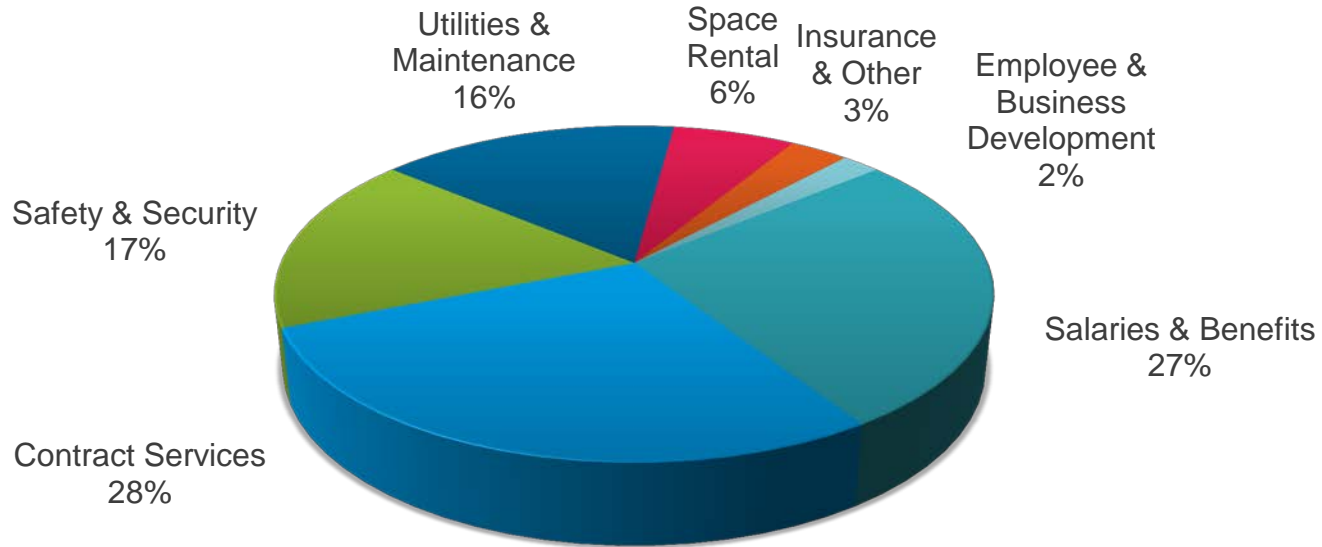


\$000s	Aviation Revenue	Concession Revenue	Parking Revenue	Other Revenue	Total Operating Revenue
Prior Year	\$ 54,657	\$ 27,142	\$ 22,024	\$ 9,941	\$ 113,764
Budget	58,647	28,014	21,240	13,746	121,647
Actual	58,980	30,915	21,358	14,911	126,164
Variance	\$ 333	\$ 2,901	\$ 118	\$ 1,165	\$ 4,517

# Operating Expenses

Six Months Ended December 31, 2016 (Unaudited)

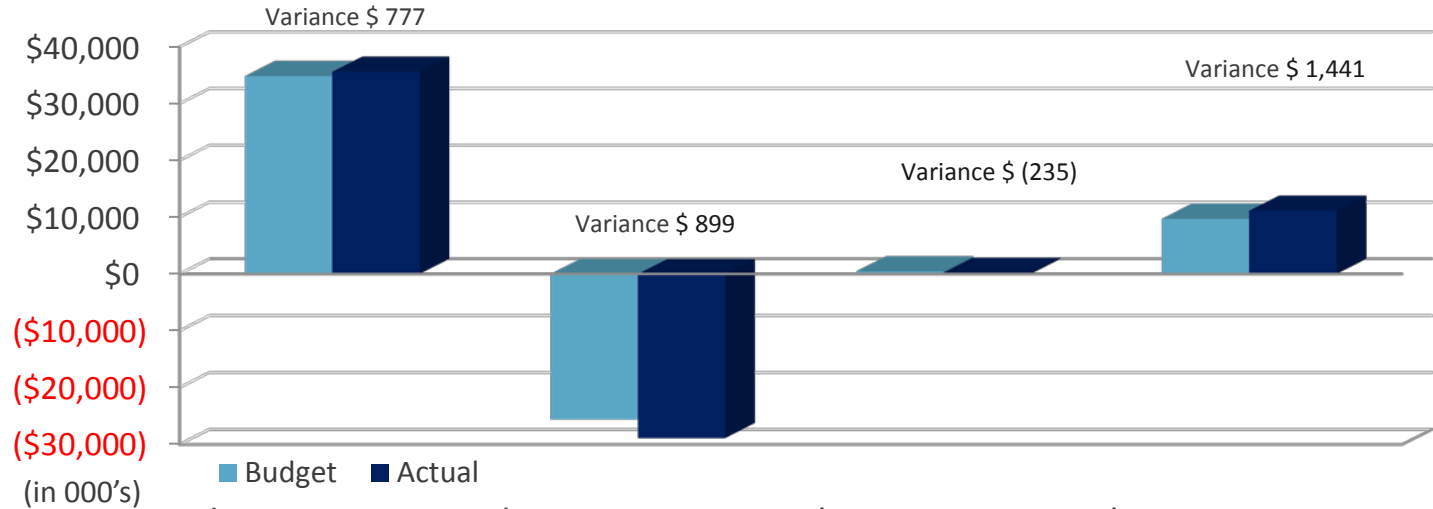
Actual Operating Expenses by percentage



( in \$000s)	Salaries & Benefits	Contract Services	Safety & Security	Utilities & Maintenance	Space Rental	Insurance & Other	Employee & Business Dev.	Total Operating Expenses
Prior Year			\$ 12,266		\$ 5,154	\$ 2,326		
Budget	\$ 20,720	\$ 17,226	14,023		5,096			\$ 72,777
Actual	22,005	21,931	13,348	\$ 13,584	5,095	2,682		
Variance	20,919	21,825	\$ 675	13,864	\$ 1	2,452	\$ 1,501	81,463
				12,439			1,862	77,667
	\$ 1,086	\$ 106				\$ 230	1,589	

# Non-operating Revenue & Expenses

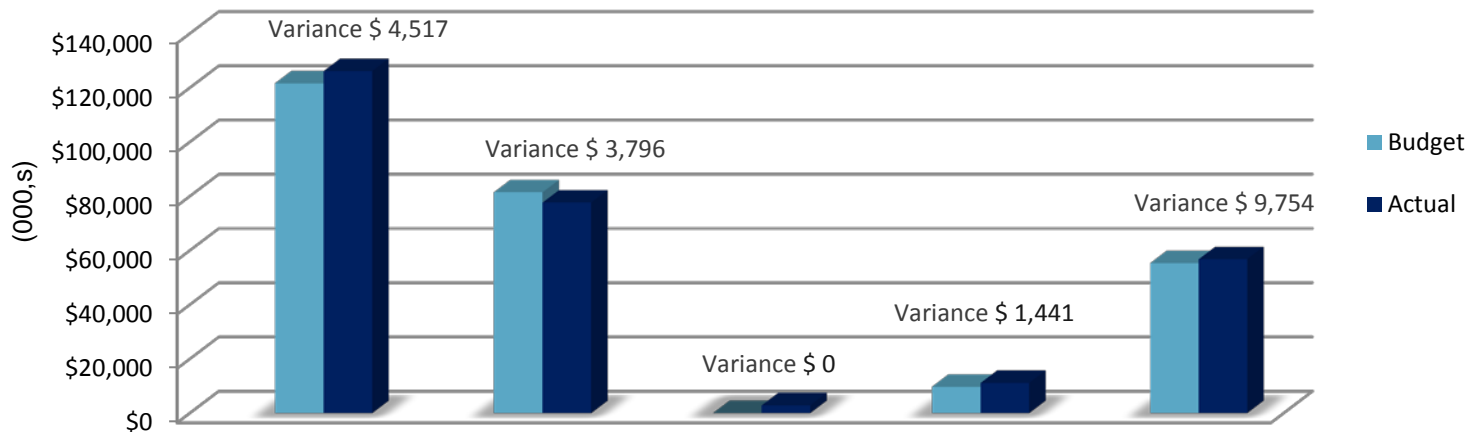
Six Months Ended December 31, 2016 (Unaudited)



(in 000's)	Passenger Facility Charge, Customer Facility Charge, & Quieter Home Program	Interest expense, interest income, & other non-operating revenue	Capital grant contributions	Total non-operating revenue, (net)
Prior Year			\$ 10,777	\$ 21,586
Budget		\$ (23,322)	452	9,701
Actual	\$ 34,130	(25,614)	217	11,142
Variance	34,862	(24,715)		
	35,639		\$ (235)	\$ 1,441

# Financial Summary

Six Months Ended December 31, 2016 (Unaudited)

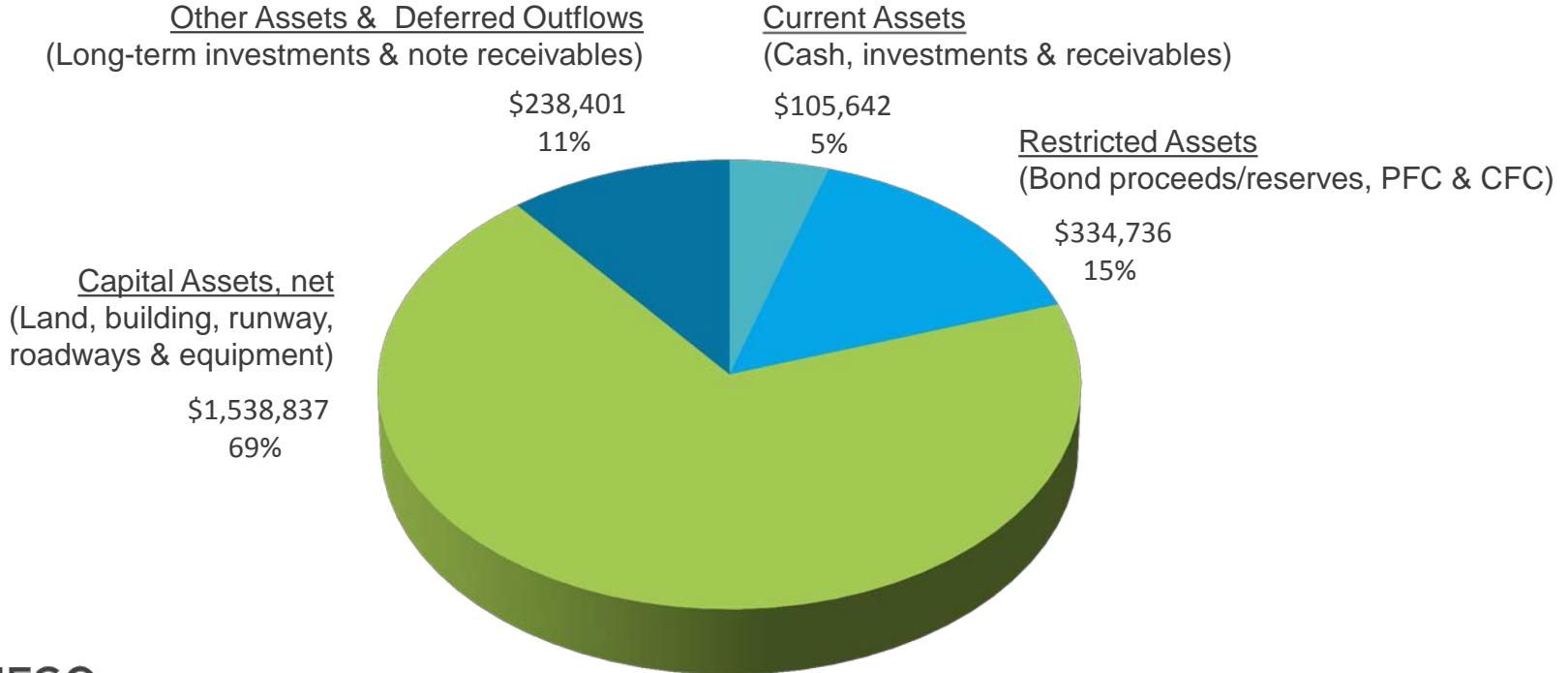


(\$000s)	Total operating revenues	Total operating expenses	Depreciation	Total non-operating revenues, (net)	Net Position
Prior Year	\$ 113,764	\$ 72,777	\$ 40,166	\$ 21,586	\$ 22,407
Budget	121,647	81,463	45,646	9,701	4,239
Actual	126,164	77,667	45,646	11,142	13,993
Variance	\$ 4,517	\$ 3,796	\$ 0	\$ 1,441	\$ 9,754

# Statement of Net Position as of December 31, 2016 (Unaudited)

## Assets (000's)

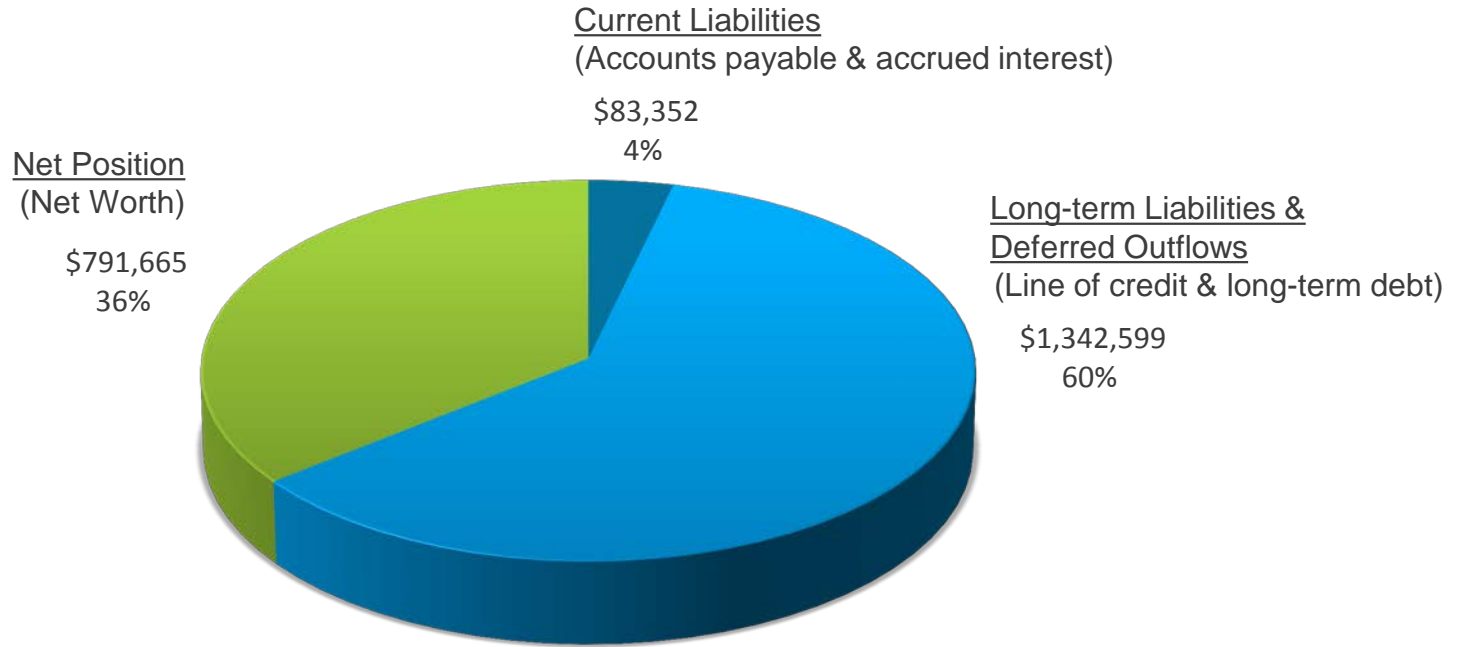
Total: \$2,217,616



# Statement of Net Position as of December 31, 2016 (unaudited)

## Liabilities & Net Position (000's)

Total: \$2,217,616



# Budget – Timeline of Key Dates

**JANUARY**

**FEBRUARY**

**MARCH**

**APRIL**

**MAY**

**JUNE**

**Jan. 30**  
Budget Kick-off  
Meeting  
F7 18 & FY 19

**Feb. 2**  
Board Meeting  
Budget  
Calendar

**March 2**  
Board Meeting  
Discussion of  
FY 2018 Operating  
Budget Parameters

**April 20**  
Board Meeting  
Capital Program  
Budget Workshop

**May 18**  
Board Meeting  
Budget Workshop

**June 1**  
Board Meeting  
Formal Budget  
Adoption

**April 28**  
Distribute Draft  
of Proposed  
Budget to  
Board



Questions?



**DRAFT**  
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD**  
**MINUTES**  
**THURSDAY, JANUARY 5, 2017**  
**SAN DIEGO INTERNATIONAL AIRPORT**  
**BOARD ROOM**

**CALL TO ORDER:** Chairman Boling called the regular meeting of the San Diego County Regional Airport Authority to order at 9:02 a.m. on Thursday, January 5, 2017, in the Board Room at the San Diego International Airport, Administration Building, 3225 North Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:** Board Member Sessom led the Pledge of Allegiance.

**ROLL CALL:**

PRESENT: Board Members: Berman (Ex Officio), Boling, Cox  
Desmond, Gleason, Hubbs, Janney,  
Robinson, Sessom, Col. Woodworth (Ex  
Officio)

ABSENT: Board Members: Kersey, Ortega (Ex Officio),

ALSO PRESENT: Thella F. Bowens, President/CEO; Amy Gonzalez, General  
Counsel; Tony R. Russell, Director, Corporate and Information  
Governance/Authority Clerk; Dawn D'Acquisto, Assistant Authority  
Clerk I

**NON-AGENDA PUBLIC COMMENT:**

ALEX YAKUTIS, CORONADO, representing Herman Miller, spoke regarding a recent bid for terminal seating and requested that the Board look into an option for refurbishment instead of replacement.

Board Member Robinson requested a response from staff regarding this issue.

**NEW BUSINESS:**

7. **TRANSPORTATION NETWORK COMPANY (TNC) PERMIT APPLICATION UPDATE AND APPROVE CONTINUATION OF THE TNC PERMIT PROGRAM:** Marc Nichols, Acting Director, Ground Transportation, provided a presentation on the Transportation Network Company (TNC) Permit Application Update which included Transportation Emission Reduction Strategies, Board Direction, Program Comparisons, and Solutions.

In response to Board Member Gleason's concern regarding the Board's ability to impact the permit requirements once they are approved, Angela Shafer Payne, Vice President, Operations, stated that staff will be coming back to the Board with status updates and that no targets will be listed in this permit.

Board Member Sessom expressed concerns with the TNC trip fee being less than the Taxi trip fee. She spoke in support of charging TNC's the same trip fee as taxis.

Mr. Nichols stated that the taxis' trip fee is higher because taxis operations have higher infrastructure costs such as the hold lot and they utilize CSR's.

Board Member Cox reported ex-parte communications with Sarah Ashton, Brian Hughes, and Wai on Man with Uber, and Kimberly Miller with Lyft.

Board Member Robinson reported ex-parte communications with Lyft representatives.

Board Member Gleason reported ex-parte communications with Bakari Brock and Kimberly Miller.

Board Member Boling reported ex-parte communications with representatives from Lyft.

KAMRAN HAMIDI, SAN DIEGO, provided Tony R. Russell, Authority Clerk, with a claim and spoke in regards to placard requirements for TNC's.

BAKARI BROCK, SAN FRANCISCO, spoke in support of staff's recommendations.

BRIAN HUGHES, SANTA MONICA, spoke in support of staff's recommendations and stated that fees should be approved separately.

CARELYN REYNOLDS, SAN DIEGO, spoke in opposition to staff's recommendations.

STEVE MOORE, SAN DIEGO, representing Expert Propane, spoke in regards to additional choices of propane vehicles for ground transportation.

MIKAIL HUSSEIN, SAN DIEGO, spoke in regards to the need for TNC's to comply with all of the requirements imposed on taxis.

WILLIAM JOHNSON, SAN DIEGO, spoke in opposition to staff's recommendations.

ALFRED BANKS, SAN DIEGO, distributed a handout to the Board and expressed concerns with taxis being ticketed when dropping off and picking up family members at the airport.

GEOFF MATHIEUX, SAN FRANCISCO, representing Wingz, expressed concerns with Wingz not being able to pick up and drop off at the airport under the new permit requirements.

TAREK AFIFI, CHULA VISTA, expressed concerns with the different requirements and trip fees for TNC's.

TONY HUESO, SAN DIEGO, spoke in regards to leveling the playing field for everyone.

ADRIAN KWIATKOWSKI, SAN DIEGO, spoke in opposition to staff's recommendation and in support of leveling the playing field.

STEPHANIE BENVENUTO, SAN DIEGO, representing the San Diego Regional Chamber of Commerce, spoke in support of staff's recommendations.

MARGO TANGUAY, SAN DIEGO, spoke in regards to leveling the playing field.

Board Member Gleason suggested reviewing the data earlier than a full year and recommended setting the trip fee for TNC's at the same rate as taxis. He also requested quarterly updates and, in the Spring of FY2018, to look into establishing the fee.

Board Member Desmond questioned why the fee is being lowered for TNC's if they are not in compliance. He stated that the data should be gathered in a shorter period of time.

Board Member Cox stated that he would like to see as level of a playing field as possible. He requested to know if it is possible to require all taxis and TNC's to convert to AFV by a certain date in order to operate at the airport.

Amy Gonzalez, General Counsel, stated that there may be issues with prohibiting non-AFV from operating at the airport. She requested time to research the issue.

Chairman Boling suggested changing the expiration of the permit to December 2017. She also expressed concerns with charging TNC's less than taxis.

**RECOMMENDATION:** Adopt Resolution No. 2017-0004, approving 1) the continuation of the Transportation Network Company Pilot Program operations at San Diego International Airport through January 31, 2017, and 2) authorizing the President/CEO to negotiate and execute a TNC permit effective February 1, 2017.

**ACTION: Moved by Board Member Gleason and seconded by Board Member Sessom to approve staff's recommendation and that the new permit expire on December 31, 2017; that the next permit be issued for an 18 month period and annually thereafter; that staff provide quarterly updates to the Board; that a discussion on proposed fees be taken up in January 2018 to be implemented starting April 2018 to set the goal that TNC's have a GGR rating of 9 or better by FY2020, that TNC's pay the same base trip fee as taxis for non-alternative fuel vehicles, and that the Authority is clear and firm on TNC trade dress. Motion carried by the following vote: YES – Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; No – None; ABSENT – Kersey (Weighted Vote Points: Yes – 87, NO – 0, ABSENT – 13)**

Chair Gleason requested that staff report back to the Board on several general issues related to this topic such as ticketing for family trips and access, hold lot concerns, the handling of transponders, office hours, and a recap of the statistics for number of the taxi permits issued.

*The Board recessed at 11:13 a.m. and reconvened at 11:27 a.m.*

## **PRESENTATIONS:**

### **A. FEDERAL INSPECTION SERVICES (FIS) FACILITY UPDATE:**

Angela Jamison, Interim Director, Airport Planning & Noise Mitigation, and Jana Vargas, Director, Procurement, provided a presentation on the Federal Inspection Services (FIS) Facility Update which included Need for Enhanced FIS, Options, Terminal 2 West Overall Plan, the Desired Schedule, Environmental and Coastal Review, and Procurement Schedule.

In response to Chairman Boling regarding what happens with the international passengers if the project schedule slips, Thella F. Bowens, President/CEO, stated we will continue to operate in the existing FIS and work with Customs and Border Protection (CBP) to try to minimize wait times and lessen the impact and congestion.

Chairman Boling questioned whether or not new Board action is needed due to the relocation of the FIS. She requested that the ADP Option 5, to include the relocation of the FIS, be placed on the next agenda for Board approval.

## **REPORTS FROM BOARD COMMITTEES, AD HOC COMMITTEES, AND CITIZEN COMMITTEES AND LIAISONS:**

### ***STANDING BOARD COMMITTEES***

- **AUDIT COMMITTEE:** None.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:** None.

- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:** None.
- **FINANCE COMMITTEE:** None.

### **ADVISORY COMMITTEES**

- **AUTHORITY ADVISORY COMMITTEE:** None.
- **ART ADVISORY COMMITTEE:** Board Member Gleason reported that nine out of fifteen exhibitions have been installed and that the RCC art warranty work has been completed. He also reported that an RFQ for two public art opportunities in the new FIS would be going out soon if the project moves forward.

### **LIAISONS**

- **AIRPORT LAND USE COMPATIBILITY PLAN:** None.
- **CALTRANS:** None.
- **INTER-GOVERNMENTAL AFFAIRS:** Board Member Cox reported that the State Legislature reconvened and has introduced three transportation funding bills for priority measures in 2017. He also reported that Congress is expected to consider an FAA Reauthorization bill before the current bill expires in September.
- **MILITARY AFFAIRS:** None.
- **PORT:** None.
- **WORLD TRADE CENTER:** None.

### **BOARD REPRESENTATIVES (EXTERNAL)**

- **SANDAG TRANSPORTATION COMMITTEE:** None.

**CHAIR'S REPORT:** Chairman Boling reported that there were 65,000 passengers per day that came through SDIA during the holidays with no delays. She also reported that the WiFi was upgraded and the bandwidth cap was removed. She reported that an agency has been chosen to work on the search for filling the CEO position. She also reported that Board Member Hubbs was leaving the Board effective January 2017, and thanked him for his service on the Board.

**PRESIDENT/CEO'S REPORT:** Thella F. Bowens, President/CEO, reported that the Good Traveler program has offset more than 11 million air miles and has expanded to include Seattle-Tacoma and Austin-Bergstrom International airports. She also reported that the Authority has received an increase in noise complaints from the La Jolla/Birdrock community, and that staff is reviewing flight data with TRACON to

determine if any changes were made to flight patterns in the area. She also reported that the Authority received communication from the FAA that Metroplex outreach meetings will be scheduled in January and February, 2017. She stated that the Authority will continue to do all it can to communicate to the FAA the ongoing concerns being raised by the impacted communities, and will provide an update pursuant to the meetings.

**CONSENT AGENDA (Items 1-6):**

**ACTION: Moved by Board Member Robinson and seconded by Board Member Cox to approve the Consent Agenda as amended, amending Item 2 to include preapproval of Ad Hoc Executive Search Committee Members attendance at upcoming meetings for the limited duration of the search committee. Motion carried by the following vote: YES – Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; No – None; ABSENT – Kersey. (Weighted Vote Points: Yes – 87, NO – 0, ABSENT – 13)**

**1. APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the December 15, 2016 regular meeting.

**2. ACCEPTANCE OF BOARD AND COMMITTEE MEMBERS WRITTEN REPORTS ON THEIR ATTENDANCE AT APPROVED MEETINGS AND PRE-APPROVAL OF ATTENDANCE AT OTHER MEETINGS NOT COVERED BY THE CURRENT RESOLUTION:**

RECOMMENDATION: Accept the reports and pre-approve Board member attendance at other meetings, trainings and events not covered by the current resolution.

**3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM NOVEMBER 21, 2016 THROUGH DECEMBER 11, 2016 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM NOVEMBER 21, 2016 THROUGH DECEMBER 11, 2016:**

RECOMMENDATION: Receive the report.

**4. JANUARY 2017 LEGISLATIVE REPORT:**

RECOMMENDATION: Adopt Resolution No. 2017-0001, approving the January 2017 Legislative Report.

***CLAIMS***

***COMMITTEE RECOMMENDATIONS***

## **CONTRACTS AND AGREEMENTS**

### **CONTRACTS AND AGREEMENTS AND/OR AMENDMENTS TO CONTRACTS AND AGREEMENTS EXCEEDING \$1 MILLION**

5. **AWARD A CONTRACT TO THYSSENKRUPP AIRPORT SYSTEMS, INC., FOR REPLACE AND REFURBISH PASSENGER BOARDING BRIDGES AT SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2017-0002, awarding a contract to Thyssenkrupp Airport Systems, Inc., in the amount of \$1,250,025, for Project 104194 and 104194A, Replace and Refurbish Passenger Boarding Bridges at San Diego International Airport.

6. **AWARD A CONTRACT TO VECTOR RESOURCES, INC., DBA VECTORUSA, FOR EXPAND WI-FI COVERAGE IN TERMINALS AT SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2017-0003, authorizing the President/CEO to (1) execute a Design-Build Agreement with Vector Resources, Inc. dba VectorUSA ("VectorUSA"); and (2) negotiate and execute Work Authorizations for pre-construction phase services, design and construction work with Vector Resources, Inc. dba VectorUSA , in an amount not-to-exceed \$1,897,729.69 for Project 104206, Expand Wi-Fi Coverage in Terminals at San Diego International Airport.

**PUBLIC HEARINGS:** None.

**OLD BUSINESS:** None.

### **NEW BUSINESS (CONTINUED):**

8. **RENTAL CAR CENTER (RCC) SHUTTLE BUS PROCUREMENT:**

Marc Nichols, Acting Director, Ground Transportation, provided a presentation on the Rental Car Center Shuttle Bus Procurement, which included Recommendations, Background, Current Bus Fleet, Operational Requirements, Operational Challenges, Fleet Requirements, Fleet Challenges, Proposed Bus Fleet, Recommended Purchase Method, Purchase Considerations, Estimated Purchase Price, and Benefits.

Board Member Gleason requested that the General Counsel research if there is any recourse the Authority can take against Kimberly Horn regarding their forecast of the number of buses required for operations.

RECOMMENDATION: Adopt Resolution No. 2017-0005 authorizing the President/CEO to: 1) issue a purchase order for the procurement of fourteen (14) Rental Car Center shuttle buses; and 2) authorize the President/CEO to execute the purchase order.

**ACTION: Moved by Board Member Cox and seconded by Board Member Robinson to approve staff's recommendation. Motion carried by the following vote: YES – Boling, Cox, Desmond, Gleason, Hubbs, Janney, Kersey, Robinson; No – None; ABSENT – Sessom. (Weighted Vote Points: Yes – 87, NO – 0, ABSENT – 13)**

*The Board adjourned at 12:34 p.m. and reconvened at 12:39 p.m.*

**CLOSED SESSION:** The Board recessed into closed session at 12:40 p.m. to discuss Items 10 and 15.

9. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a)):  
Maria Paula Bermudez v. San Diego County Regional Airport Authority, American Airlines, Inc., et al.  
San Diego Superior Court Case No. 37-2015-00022911-CU-PO-CTL
10. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code §54956.9(a) and (d)(1))  
Stanley Moore v. San Diego County Regional Airport Authority, et al.,  
San Diego Superior Court Case No. 37-2015-00030676-CU-OE-CTL
11. **CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code §54956.9(a))  
GGTW LLC v San Diego County Regional Airport Authority, et al.  
San Diego Superior Court Case No. 37-2016-00032646-CU-BC-CTL
12. **CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code §54956.9(a))  
San Diego County Regional Airport Authority v. American Car Rental, Inc.  
San Diego Superior Court Case No. 37-2016-00024056-CL-BC-CTL
13. **CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Dryden Oaks, LLC v. San Diego County Regional Airport Authority, et al.,  
San Diego Superior Court, North County, Case No. 37-2014-00004077-CU-EINC
14. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(d)(2))  
Re: Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board regarding submission of technical reports pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.  
Number of potential cases: 1



- 15. CONFERENCE WITH REAL PROPERTY NEGOTIATORS AND WITH LEGAL COUNSEL –ANTICIPATED LITIGATION:**  
(Gov. Code §§54956.9(d)(e)(1) and 54954.5(b))  
Property: Concession leases (food & beverage) with Host, High Flying Foods and SSP  
Agency Negotiator: Scott Brickner, Kathy Kiefer and Eric Podnieks  
Negotiating Parties: Host, High Flying Foods San Diego Partnership, SSP America, Inc. and Stellar Partners, Inc.  
Under negotiation: rent (price and terms of payment), closure/conversion of locations, new concession buildout, ACDBE participation, lease compliance issues, claim by Host and close outs/permits.
- 16. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to cal. Gov. Code §54956.9(e)(3))  
The Receipt of a Government Claim from VIP Taxi Inc.
- 17. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code section 54956.9(e)(3))  
The Receipt of a Government Claim from K.S.A.N. L.L.C.
- 18. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(d)(2))  
Re: Navy Boat Channel  
Number of potential cases: 1
- 19. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION:**  
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9  
Number of potential cases: 1
- 20. PUBLIC EMPLOYEE APPOINTMENT:**  
Cal. Gov. Code §54957  
Title: President/Chief Executive Officer

**REPORT ON CLOSED SESSION:** The Board reconvened into Open Session at 1:34 p.m. Amy Gonzalez, General Counsel reported that regarding Item 10, the Board authorized the General Counsel to enter into a settlement agreement with Stanley Moore which was approved 8-0-1 with Board Members Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson and Sessom voting YES and noting Board Member Kersey as ABSENT. There was no reportable action on Item 15.

**GENERAL COUNSEL REPORT:** None.

**BUSINESS AND TRAVEL EXPENSE REIMBURSEMENT REPORTS FOR BOARD MEMBERS, PRESIDENT/CEO, CHIEF AUDITOR AND GENERAL COUNSEL WHEN ATTENDING CONFERENCES, MEETINGS, AND TRAINING AT THE EXPENSE OF THE AUTHORITY:**

**BOARD COMMENT:** None.

**ADJOURNMENT:** The meeting was adjourned at 1:35 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD THIS 2<sup>nd</sup> DAY OF FEBRUARY, 2017.

---

TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

---

AMY GONZALEZ  
GENERAL COUNSEL

## STAFF REPORT

Meeting Date: **FEBRUARY 2, 2017**

### Subject:

**Acceptance of Board and Committee Members Written Reports on Their Attendance at Approved Meetings and Pre-Approval of Attendance at Other Meetings Not Covered by the Current Resolution**

### Recommendation:

Accept the reports and pre-approve Board Member attendance at other meetings, trainings and events not covered by the current resolution.

### Background/Justification:

Authority Policy 1.10 defines a “day of service” for Board Member compensation and outlines the requirements for Board Member attendance at meetings.

Pursuant to Authority Policy 1.10, Board Members are required to deliver to the Board a written report regarding their participation in meetings for which they are compensated. Their report is to be delivered at the next Board meeting following the specific meeting and/or training attended. The reports (Attachment A) were reviewed pursuant to Authority Policy 1.10 Section 5 (g), which defines a “day of service”. The reports were also reviewed pursuant to Board Resolution No. 2009-0149R, which granted approval of Board Member representation for attending events and meetings.

The attached reports are being presented to comply with the requirements of Policy 1.10 and the Authority Act.

***The Board is also being requested to pre-approve Board Member attendance at briefings by representatives of a local police department or a state or federal governmental agency regarding safety, security, immigration or customs affecting San Diego International Airport.***

### Fiscal Impact:

Board and Committee Member Compensation is included in the FY 2017 Budget.

### Authority Strategies:

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

- A. This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. Section 15378. This Board action is not a "project" subject to CEQA. Pub. Res. Code Section 21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act, Pub. Res. Code Section 30106.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

TONY R. RUSSELL  
DIRECTOR, CORPORATE & INFORMATION GOVERNANCE/AUTHORITY CLERK

**GREG COX**

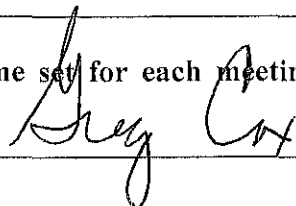
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**

Period Covered: JANUARY 1-31, 2017

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
<b>GREG COX</b>		<b>JANUARY 23, 2017</b>
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: <u>JANUARY 5, 2017</u> Time: <u>9:00 am</u> Location: <u>SDIA</u>	<u>SDCRAA BOARD MEETING</u> <u>AIRPORT LAND USE COMMITTEE</u> <u>MEETING</u>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: <u>JANUARY 19, 2017</u> Time: <u>9:00am</u> Location: <u>SDIA</u>	<u>CAPITAL IMPROVEMENT PROGRAM</u> <u>OVERSIGHT COMMITTEE</u> <u>SPECIAL BOARD MEETING</u>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: <u>JANUARY 23, 2017</u> Time: <u>9:00am</u> Location: <u>SDIA</u>	<u>SDCRAA EXECUTIVE COMMITTEE</u> <u>T FINANCE COMMITTEE</u> <u>MEETING</u>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

I certify that I was present for at least half of the time set for each meeting, event and training listed herein.

Signature: 

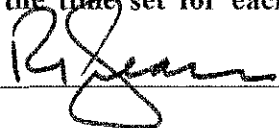
**ROBERT GLEASON**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: JANUARY 2017

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
ROBERT H. GLEASON		January 24, 2017
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 5, 2016 Time: 9:00 am Location: SDCRAA offices	ALUC / Board meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 6, 2017 Time: 9:00 am Location: SDCRAA offices	CEO Search Committee meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 12, 2017 Time: 8:30 am Location: Conference Call	CEO Search Committee meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 19, 2017 Time: 9:00 am Location: SDCRAA offices	Capital Improvement Program Oversight Committee meeting
<input checked="" type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 23, 2017 Time: 8:00 am & 9:00 am Location: Conference Call & SDCRAA offices	CEO Search Committee meeting Executive / Finance Committee meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 26, 2017 Time: 3:30 pm Location: SDCRAA offices	Art Advisory Committee meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 30, 2017 Time: 9:00 am Location: Conference Call	CEO Search Committee meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

**I certify that I was present for at least half of the time set for each meeting, event and training listed herein.**

Signature: 



**LLOYD HUBBS**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**

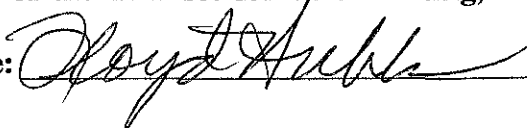
Period Covered: Jan 2017

SDCRAA  
 JAN 19 2017  
 Corporate & Information Governance

**Directions:** This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0007. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
LLOYD HUBBS		1-19-17
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1-5-17 Time: 9:00 Location: Bd. Rm	BOARD / ALUC
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1-12-17 Time: 10:00 Location: Bd. Rm	Exec. Personnel Comm
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1-19-17 Time: 9:00 Location: Bd. Rm	CIPOC
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

**I certify that I was present for at least half of the time set for each meeting, event and training listed herein.**

Signature: 

**JIM JANNEY**

JAN 24 2017

Corporate &amp; Information Governance

## SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## Board Member Event/Meeting/Training Report Summary

Period Covered: Jan 2017

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0007. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME (Please print)		DATE OF THIS REPORT
James Jimmy		Jan 2017
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
Brown Act Pre-approved Res. 2009-0149R	Date: Jan 5 <sup>th</sup> 2017 Time: 0900 Location: SDCRAA	Board mtg
Brown Act Pre-approved Res. 2009-0149R	Date: 19 <sup>th</sup> Jan Time: 0900 Location: SDCRAA	CIPOC
Brown Act Pre-approved Res. 2009-0149R	Date: 20 <sup>th</sup> Jan Time: 0900 Location: San Diego	San Diego Transportation
Brown Act Pre-approved Res. 2009-0149R	Date: 23 Jan Time: 0900 Location: SDCRAA	Exec. mtg
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	

I certify that I was present for at least half of the time set for each meeting, event and training listed herein.

Signature: 

**PAUL ROBINSON**

SDCRAA  
 JAN 23 2017  
 Corporate & Information Governance

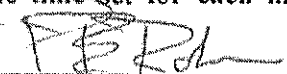
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**

Period Covered: 1/31/17

**Directions:** This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
PAUL ROBINSON		1-23-17
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 1/5/17 Time: 9:00 - 2:00 p.m. Location: Admin. Bldg	SDCRAA Bd ALVC Mtgs.
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 1/6/17 Time: 9:00 a.m. - 11:30 a.m. Location: Admin Bldg	Search Comm. Mtg.
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 1/12/17 Time: 8:30 - 9:30 Location: Call In	Search Comm. Cont. Call
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 1/19/17 Time: 9:00 a.m. - 10:30 a.m. Location: SDCRAA Bd Rm	CIPOD Mtg.
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 1/23/17 Time: 8:00 a.m. - 10:30 a.m. Location: Tuskogee / Bd Rm	Search Comm Mtg SDCRAA Exec/Finan. Comm Mtgs
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 1/30/17 Time: 9:00 - Location: Conference Call	Search & Comm. Cont. Call
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

I certify that I was present for at least half of the time set for each meeting, event and training listed herein.

Signature: 

## **STAFF REPORT**

Meeting Date: **FEBRUARY 2, 2017**

### **Subject:**

**Awarded Contracts, Approved Change Orders from December 12, 2016 through January 8, 2017 and Real Property Agreements Granted and Accepted from December 12, 2016 through January 8, 2017**

### **Recommendation:**

Receive the report.

### **Background/Justification:**

Policy Section Nos. 5.01, Procurement of Services, Consulting, Materials, and Equipment, 5.02, Procurement of Contracts for Public Works, and 6.01, Leasing Policy, require staff to provide a list of contracts, change orders, and real property agreements that were awarded and approved by the President/CEO or her designee. Staff has compiled a list of all contracts, change orders (Attachment A) and real property agreements (Attachment B) that were awarded, granted, accepted, or approved by the President/CEO or her designee since the previous Board meeting.

### **Fiscal Impact:**

The fiscal impact of these contracts and change orders are reflected in the individual program budget for the execution year and on the next fiscal year budget submission.

Amount to vary depending upon the following factors:

1. Contracts issued on a multi-year basis; and
2. Contracts issued on a Not-to-Exceed basis.
3. General fiscal impact of lease agreements reflects market conditions.

The fiscal impact of each reported real property agreement is identified for consideration on Attachment B.

### **Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.

B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Inclusionary Policy requirements were included during the solicitation process prior to the contract award.

**Prepared by:**

JANA VARGAS  
DIRECTOR, PROCUREMENT



**Attachment "A"**

**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN December 12, 2016- January 8, 2017**

**New Contracts**

<b>Date Signed</b>	<b>CIP #</b>	<b>Company</b>	<b>Description</b>	<b>Solicitation Method</b>	<b>Owner</b>	<b>Contract Value</b>	<b>End Date</b>
12/21/2016	N/A	Heidrick & Struggles	The Contractor will provide professional Executive search services to assist with sourcing for executive level vacancies at San Diego County Regional Airport Authority.	RFP	Talent, Culture & Capability	\$300,000.00	9/30/2019
12/27/2016	N/A	UnifFirst Corporation	The Contractor will provide safety floor mat maintenance services for San Diego County Regional Airport Authority.	Informal RFQ	Facilities Management	\$30,000.00	12/21/2019


**New Contracts Approved by the Board**


<b>Date Signed</b>	<b>CIP #</b>	<b>Company</b>	<b>Description</b>	<b>Solicitation Method</b>	<b>Owner</b>	<b>Contract Value</b>	<b>End Date</b>
12/14/2016	N/A	Hasenin Enterprise LLC	The contract was approved by the Board at the October 20, 2016 Board Meeting. The Contractor is one of three pre-qualified and approved to bid on on-call flooring services at the San Diego International Airport.	RFQ	Facilities Management	\$2,000,000.00	11/30/2019
12/14/2016	N/A	DFS Flooring LP	The contract was approved by the Board at the October 20, 2016 Board Meeting. The Contractor is one of three pre-qualified and approved to bid on on-call flooring services at the San Diego International Airport.	RFQ	Facilities Management	\$2,000,000.00	11/30/2019
12/14/2016	N/A	Wirtz Quality Installations	The contract was approved by the Board at the October 20, 2016 Board Meeting. The Contractor is one of three pre-qualified and approved to bid on on-call flooring services at the San Diego International Airport.	RFQ	Facilities Management	\$2,000,000.00	11/30/2019
12/14/2016	N/A	M.W. Vasquez Construction Co., Inc.	The contract was approved by the Board at the October 20, 2016 Board Meeting. The Contractor is one of three pre-qualified and approved to bid on on-call painting services at the San Diego International Airport.	RFQ	Facilities Management	\$2,000,000.00	11/30/2019
12/21/2016	N/A	The Jones Payne Group, Inc.	The contract was approved by the Board at the October 20, 2016 Board Meeting. The Contractor will provide on-call Architectural and Engineering services for the Quieter Home Program at San Diego International Airport.	RFQ	Quieter Home Program	\$25,000,000.00	12/31/2019
12/21/2016	N/A	C&S Engineering	The contract was approved by the Board at the July 21, 2016 Board Meeting. The Contractor will provide on-call Airside/Landside Engineering Consulting Services for San Diego International Airport.	RFQ	Quieter Home Program	\$5,000,000.00	11/30/2019



**Attachment "B"**

**REAL PROPERTY AGREEMENTS EXECUTED FROM DECEMBER 12, 2016 TO JANUARY 8, 2017**

 <p align="center"><b>Real Property Agreements</b></p>								
Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
7.1.16-6.30.18	LE-0917	Siemens Postal, Parcel & Airport Logistics LLC	Rental Agreement	Terminal 2 East & West	Operating and maintaining the entire inbound & outbound baggage handling system and passenger boarding bridges at the Airport on behalf of the airlines.	2,188 SF	\$26,671.72/mo	Actual revenue for the first year will be \$304,408.68 due to a delay in tenant occupying the full leasehold.
5.1.17-6.30.18	LE-0916	Condor Flugdienst GMBH	AOLA	Terminal 2 East	New flight service to SAN	N/A	Per terms of AOLAs, and based on enplanements and landing weights	First flight to SAN scheduled to be on 5/1/17.
11.29.16 - 12.23.16	LE-0915	UPS	Right of Entry Permit	Capital Space (Northside Ramp Area)	Leasing additional space on the northside for extra aircraft due to the holiday season	Approximately 60,000 SF	\$13,056.75	N/A

 <p align="center"><b>Real Property Agreement Amendments and Assignments</b></p>								
Effective Date	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
12.21.16	LE-0665	PGC-PCI San Diego LLC	Third Amendment News & Gift Concession Package 3	Terminals 1 and 2	Retail Concession	N/A	The greater of the Minimum Annual Guarantee or up to \$7M=13%. \$7,000,001-\$8M=14%. \$8M+=15% of Gross Receipts	Amendment to reflect close-out and as-built conditions of the Concession Premises as described in "Exhibit A", clarify definitions of "Unamortized Investment" and "Capital Investment" and reflect the end date of Lease.
9.29.16	LE-0647	Paradies San Diego LLC	Fourth Amendment News & Gift Concession Package 4	Terminals 1 and 2	Retail Concession	N/A	The greater of the Minimum Annual Guarantee or 17% News and 13% Specialty of Gross Receipts	Amendment to reflect close-out and as-built conditions of the Concession Premises as described in "Exhibit A", clarify definitions of "Unamortized Investment" and "Capital Investment" and reflect the end date of Lease.

## **STAFF REPORT**

Meeting Date: **FEBRUARY 2, 2017**

### **Subject:**

**February 2017 Legislative Report**

### **Recommendation:**

Adopt Resolution No. 2017-0007, approving the February 2017 Legislative Report.

### **Background/Justification:**

The Authority's Legislative Advocacy Program Policy requires that staff present the Board with monthly reports concerning the status of legislation with potential impact to the Authority. The February 2017 Legislative Report updates Board members on legislative activities that have taken place since the previous Board meeting. The Authority Board provides direction to staff on legislative issues by adoption of a monthly Legislative Report (Attachment A).

### **State Legislative Action**

The Authority's legislative team recommends that the Board adopt a WATCH position on the following two Assembly Bills: AB 5 (Gonzalez) and AB 92 (Bonta).

AB 5 would create the Opportunity to Work Act, requiring employers with 10 or more employees to offer additional hours of work to existing nonexempt employees before the employer hires additional employees or subcontractors. Employers would not be required to offer an employee additional work hours if it would require the employer to pay overtime compensation.

AB 92 would extend for five years (until January 1, 2023) the authority for public entities to withhold more than 5% of retention proceeds to contractors for projects considered substantially complex.

### **Federal Legislative Action**

The Authority's legislative team does not recommend that the Board adopt any new positions on federal legislation.

On January 11<sup>th</sup>, the Senate Commerce Committee held a hearing to consider the nomination of Elaine Chao, to serve as Secretary of Transportation. San Diego Congressman Scott Peters was selected to serve on the House Energy and Commerce Committee.

Peter Neffenger, Administrator of the Transportation Security Administration, resigned on January 20<sup>th</sup>, the day that Donald Trump was sworn in as the 45<sup>th</sup> President of the United States. Additionally, the Senate voted to confirm retired Marine General John Kelly as Secretary of the Department of Homeland Security by a vote of 88-11.

### **Fiscal Impact:**

Not applicable.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
  
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

MICHAEL KULIS  
DIRECTOR, INTER-GOVERNMENTAL RELATIONS

RESOLUTION NO. 2017-0007

A RESOLUTION OF THE BOARD OF THE SAN  
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
APPROVING THE FEBRUARY 2017 LEGISLATIVE  
REPORT

WHEREAS, the San Diego County Regional Airport Authority (“Authority”) operates San Diego International Airport and plans for necessary improvements to the regional air transportation system in San Diego County, including serving as the responsible agency for airport land use planning within the County; and

WHEREAS, the Authority has a responsibility to promote public policies consistent with the Authority’s mandates and objectives; and

WHEREAS, Authority staff works locally and coordinates with legislative advocates in Sacramento and Washington, D.C. to identify and pursue legislative opportunities in defense and support of initiatives and programs of interest to the Authority; and

WHEREAS, under the Authority’s Legislative Advocacy Program Policy, the Authority Board provides direction to Authority staff on pending legislation; and

WHEREAS, the Authority Board, in directing staff, may adopt positions on legislation that has been determined to have a potential impact on the Authority’s operations and functions.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the February 2017 Legislative Report (“Attachment A”); and

BE IT FURTHER RESOLVED that the Board finds that this action is not a “project” as defined by the California Environmental Quality Act (“CEQA”) (Cal. Pub. Res. Code § 21065); and is not a “development” as defined by the California Coastal Act (Cal. Pub. Res. Code § 30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 2nd day of February, 2017, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY RUSSELL  
DIRECTOR, CORPORATE  
& INFORMATION GOVERNANCE/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

February 2017 Legislative Report

Local Legislation

**Legislation/Topic**

**City of San Diego Drone Ordinance**

**Background/Summary**

The purpose of this proposed ordinance is to address the potential hazard of drones to other aircraft in flight, persons on the ground, and critical infrastructure. Specifically, this proposed ordinance would codify on a local level regulations similar to those of the Federal Aviation Administration prohibiting the operation of a model aircraft (operated for hobby or recreational purposes) within five miles of an airport without authorization of air traffic control tower staff. The ordinance would also prohibit the operation of model aircraft in a manner that interferes with manned aircraft or operation of model aircraft beyond the visual line of sight by the operator. The operation of model aircraft would also be limited to a height of 400 feet and would only be allowed during daylight hours. In addition, the proposed ordinance would prohibit the operation of both model aircraft and civil unmanned aircraft systems (drones operated for any purpose other than for hobby or recreation) in a manner prohibited by any federal statute or regulation, in violation of any temporary flight restriction or notice to airmen, or in a careless or reckless manner. It would not apply to drones operated by a public agency for government related purposes.

**Anticipated Impact/Discussion**

This bill could benefit San Diego International Airport (SDIA) by creating regulations that foster a safer operating environment for unmanned aircraft operated in the City of San Diego.

**Status:** 4/20/16 – Consideration by the San Diego City Council Public Safety Committee postponed

**Position:** Support (4/21/16)

*\*Shaded text represents new or updated legislative information*



## State Legislation

### New Assembly Bills

#### Legislation/Topic

**AB 5 (Gonzalez) – Employers: Opportunity to Work Act**

#### Background/Summary

AB 5 would create the Opportunity to Work Act, requiring an employer with 10 or more employees to offer additional hours of work to an existing nonexempt employee before the employer hires an additional employee or subcontractor, except as specified. Employers would not be required to offer an employee additional work hours if it would require the employer to pay overtime compensation. AB 5 also would require an employer to post a notice of employee rights, and would require the employer to maintain certain employment documentation. The bill would authorize an employee to file a complaint for violation of these provisions, and/or bring a civil action for remedies under the act.

#### Anticipated Impact/Discussion

Because all Airport Authority employees are hired as full-time employees, and this bill would not require employers to offer additional hours if it would result in overtime pay, AB 5 would have no practical effect on the Authority.

**Status:** 12/5/16 – Introduced

**Position:** Watch

#### Legislation/Topic

**AB 92 (Bonta) – Public contracts: payment**

#### Background/Summary

Under current law, public entities are authorized to withhold retention proceeds in excess of 5 percent for projects considered substantially complex. This authority is set to expire on January 1, 2018. AB 92 would extend this authority for five years, establishing a new expiration date of January 1, 2023.

#### Anticipated Impact/Discussion

This bill will continue the Airport Authority's ability to withhold retention proceeds in excess of 5 percent for substantially complex projects should it choose to do so.

**Status:** 12/5/16 – Introduced

**Position:** Watch

*\*Shaded text represents new or updated legislative information*

## **Assembly Bills from Previous Report**

### **Legislation/Topic**

#### **AB 1 (Frazier) – Transportation Funding**

### **Background/Summary**

AB 1 would create the Road Maintenance and Rehabilitation Program and a corresponding account in the State Transportation Fund to address deferred maintenance on state highways and local roadways. Revenues for this new program would be generated from increases in motor vehicle fuel sales and excise taxes and increases in vehicle registration fees, including a new \$165 annual fee for zero-emission motor vehicles. The increases in sales and excise taxes would be adjusted for inflation every three years based on the California Consumer Price Index. This bill would also create an independent Office of the Transportation Inspector General to ensure that all state agencies expending transportation funds operate efficiently and comply with federal and state laws. In addition, AB 1 would expand the list of projects eligible for funding under the Trade Corridors Improvement Fund to include freight access improvements to airports.

### **Anticipated Impact/Discussion**

Although this bill would not directly impact San Diego International Airport (SDIA), its passage could provide additional funding opportunities for highway and roadway improvements in close proximity to SDIA.

**Status:** 12/5/16 – Introduced

**Position:** Watch (1/5/17)

## **New Senate Bills**

No new Senate bills to add.

## **Senate Bills from Previous Report**

### **Legislation/Topic**

#### **SB 1 (Beall) – Transportation Funding**

### **Background/Summary**

SB 1 would create the Road Maintenance and Rehabilitation Program and a corresponding account in the State Transportation Fund to address deferred maintenance on state highways and local roadways. Revenues for this new program would be generated from increases in motor vehicle fuel sales and excise taxes and increases in vehicle registration fees, including a new \$100 annual fee for zero-emission motor vehicles. The increases in sales and excise taxes would be adjusted for inflation every three years based on the California Consumer Price Index. This bill would also

*\*Shaded text represents new or updated legislative information*

create an independent Office of the Transportation Inspector General to ensure that all state agencies expending transportation funds operate efficiently and comply with federal and state laws. In addition, AB 1 would expand the list of projects eligible for funding under the Trade Corridors Improvement Fund to include freight access improvements to airports.

### **Anticipated Impact/Discussion**

Although this bill would not directly impact San Diego International Airport (SDIA), its passage could provide additional funding opportunities for highway and roadway improvements in close proximity to SDIA.

**Status:** 12/5/16 – Introduced

**Position:** Watch (1/5/17)

### **Legislation/Topic**

#### **SB 4 (Mendoza) – Goods Movement and Clean Trucks Bond Act**

### **Background/Summary**

Subject to statewide voter approval in June 2018, SB 4 would authorize \$600 million in state general obligation bonds to be allocated as follows:

- \$200 million to the California Transportation Commission for projects eligible for funding from the Trade Corridors Improvement Fund
- \$200 million to the State Air Resources Board for projects and programs consistent with the Goods Movement Emission Reduction Program
- \$200 million to the State Air Resources Board for projects and programs to expand the use of zero and near-zero emission trucks in extreme nonattainment areas for ozone and particulate matter

SB 4 would also expand the list of projects eligible for funding from the Trade Corridors Improvement Fund to include landside freight access improvements to airports.

### **Anticipated Impact/Discussion**

Although SB 4 could provide additional funding opportunities for transportation projects, including landside freight access improvements to airports, the Authority's legislative team plans to work with the author of this bill, San Diego delegation members, and the California Airports Council to enhance SDIA's ability to compete for funds should voters approve this ballot measure in 2018. Currently, language included in this initial version of SB 4 would prevent the San Diego Association of Governments and other public agencies in San Diego County from nominating transportation improvement projects that would be financed from the \$360 million in Trade Corridors Investment Fund-related bond funds. Authority staff has begun discussions with SANDAG and other local government agencies in an effort to identify potential changes to this bill.

*\*Shaded text represents new or updated legislative information*

**Status:** 12/5/16 – Introduced and referred to Senate Committees on Transportation and Housing, Environmental Quality, and Governance and Finance

**Position:** Watch (1/5/17)

*\*Shaded text represents new or updated legislative information*

## **STAFF REPORT**

Meeting Date: **FEBRUARY 2, 2017**

### **Subject:**

**Annual Review and Notification of Board Member Weighted Vote Point Allocation as Required by Section 170014 of the California Public Utilities Code**

### **Recommendation:**

Adopt Resolution No. 2017-0008, accepting the Board Member Weighted Vote Point Allocation as required by Section 170014 of the California Public Utilities Code.

### **Background/Justification:**

Section 170014 of the California Public Utilities Code and Authority Policy 1.30(12)(b)(3) requires that the allocation of vote points shall be made annually by the Board, based upon the population calculations made by the San Diego Association of Governments (SANDAG).

Adoption of an ordinance, resolution, or motion requires both a numerical majority vote and a weighted majority vote of the total voting membership of the Board.

#### NUMERICAL MAJORITY (TALLY VOTE)

A numerical majority requires an affirmative vote of at least five members of the voting membership of the Board.

#### WEIGHTED MAJORITY (WEIGHTED VOTE)

A weighted majority requires an affirmative vote of Board Members controlling at least 51 of a total of 100 vote points that are allocated among the Board Members.

No jurisdiction may be allocated more than 40 vote points or less than one vote point. There are no fractional vote points. The allocation of vote points is to be made annually by the Board based upon the population calculations made by the SANDAG. The vote points for the City of San Diego are to be divided as equally as possible among its three Board Members (presently 13, 13 and 14 respectively). The Mayor of the City of San Diego makes the determination which City representative is assigned each vote point allocation. The vote points for the County of San Diego are to be divided as equally as possible (presently 8 and 8 respectively) and are allocated by the Chair of the County Board of Supervisors.

When the vote points are determined, they are assigned to individual Board Members.

In accordance with California Public Utilities Code 170014 and Authority Policy 1.30(12)(b)(3) and using the population calculations made by SANDAG, the weighted vote point allocations beginning March 2017 are as follows:

City of San Diego	April C. Boling	14 points
City of San Diego	Robert H. Gleason	13 points
City of San Diego	Mark Kersey	13 points
North County Coastal	Michael Schumacher	12 points
North County Inland	Jim Desmond	12 points
South County	Jim Janney	12 points
East County	Mary Sessom	8 points
County of San Diego	Greg Cox	8 points
County of San Diego	Paul Robinson	8 points

**Fiscal Impact:**

Not applicable.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy  
  Customer Strategy  
  Employee Strategy  
  Financial Strategy  
  Operations Strategy

**Environmental Review:**

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. § 15378. This Board action is not a “project” subject to CEQA. Cal. Pub. Res. Code § 21065.
- B. California Coastal Act Review: This Board action is not a “development” as defined by the California Coastal Act. Cal. Pub. Res. Code § 30106.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

TONY R. RUSSELL  
 DIRECTOR, CORPORATE & INFORMATION GOVERNANCE/AUTHORITY CLERK

RESOLUTION NO. 2017-0008

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY ACCEPTING THE BOARD MEMBER WEIGHTED VOTE POINT ALLOCATION AS REQUIRED BY SECTION 170014 OF THE CALIFORNIA PUBLIC UTILITIES CODE

WHEREAS, Section 170014 of the California Public Utilities Code and Authority Policy 1.30(12)(b)(3) requires that the allocation of vote points shall be calculated annually by the San Diego County Regional Airport Authority Board, based upon the population calculations made by the San Diego Association of Governments (“SANDAG”); and

WHEREAS, a weighted majority requires an affirmative vote of Board Members controlling at least 51 of a total 100 vote points that are allocated amongst the Board Members; and

WHEREAS, in accordance with Section 170014 of the California Public Utilities Code and Authority Policy 1.30(12)(b)(3), and using the population calculations provided by SANDAG, the weighted vote point allocations for the period beginning March 1, 2017 are as follows:

City of San Diego	April Boling	14 points
City of San Diego	Robert H. Gleason	13 points
City of San Diego	Mark Kersey	13 points
North County Coastal	Michael Schumacher	12 points
North County Inland	Jim Desmond	12 points
South County	Jim Janney	12 points
East County	Mary Sessom	8 points
County of San Diego	Greg Cox	8 points
County of San Diego	Paul Robinson	8 points

NOW, THEREFORE, BE IT RESOLVED that the Board of the San Diego County Regional Airport Authority hereby accepts the Board Member Weighted Vote Point Allocation as required by Section 170014 of the California Public Utilities Code and directs that these weighted vote point allocations be implemented beginning March 1, 2017;and

BE IT FURTHER RESOLVED that the Board finds that this action is not a “project” as defined by the California Environmental Quality Act (“CEQA”) (California Public Resources Code § 21065); and is not a “development” as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 2<sup>nd</sup> day of February, 2017, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY RUSSELL  
DIRECTOR, CORPORATE  
& INFORMATION GOVERNANCE/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL



## **STAFF REPORT**

Meeting Date: **FEBRUARY 2, 2017**

### **Subject:**

**Appointments to Board Committees, Liaison Positions, Other Representative and Alternate Positions**

### **Recommendation:**

Adopt Resolution No. 2017-0014, making appointments to Board committees, liaison positions, the SANDAG Transportation Committee, and the World Trade Center Board.

### **Background/Justification:**

Authority Policy 1.20 establishes a policy for the formation of committees of and for the Board. Authority Policy 1.50 (5)(c), "Standing Board Committees", establishes four Board standing committees.

Pursuant to California Code Regulation Section 18702.5, *Materiality Standard: Economic Interest in Personal Finances*, the Authority is now required to post on its website, an F.P.P.C. Form 806 (See Exhibit A), listing all paid appointed positions on boards, committees, or commissions of a public agency, prior to the appointments being made.

Pursuant to Authority Policy 1.50(5)(b), the Board must appoint a representative to the San Diego Association of Governments (SANDAG) Transportation Committee. The Board additionally appoints a representative and alternate to the World Trade Center Board.

Most committee terms are due to expire in February 2017. It is recommended that the Board appoint or re-appoint members to the Board's committees, liaisons positions, and representatives and alternates to the SANDAG Transportation Committee, and the World Trade Center Board for one-year terms.

The responsibilities of the SANDAG Transportation Committee and World Trade Center Board are as follows:

SANDAG Transportation Committee - The Transportation Committee advises the SANDAG Board of Directors on major policy-level matters related to transportation. This Committee assists in the preparation of the Regional Transportation Plan (RTP) and other regional transportation planning and programming efforts. It provides oversight for the major highway, transit, regional arterial, and regional bikeway projects funded under the Regional Transportation Improvement Program, including the *TransNet* Program of Projects. Areas of interest include project schedules, costs, and scope.

World Trade Center – The San Diego World Trade Center was established in 1994 to serve the growing needs of San Diego businesses, and is an international business organization licensed by the World Trade Center Association in New York, WTCA. Members include businesses or organizations involved in world trade. The World Trade Center San Diego is a private-public partnership, with the City of San Diego, the San

Diego Unified Port District and the San Diego County Regional Airport Authority co-holding the license to operate.

**Fiscal Impact:**

Legislation limits compensation for Board Members to \$200 per day of service, with a maximum of eight (8) days per month. Adequate funds for Board Member compensation are included in the Authority Board Department adopted FY 2017 and conceptually approved FY 2018 Operating Expense Budgets.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

- A. This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Pub. Res. Code §21065.
  
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Not Applicable.

**Prepared by:**

TONY RUSSELL  
DIRECTOR, CORPORATE & INFORMATION GOVERNANCE/AUTHORITY CLERK

**Agency Report of:  
Public Official Appointments**

**Exhibit A  
A Public Document**

<b>1. Agency Name</b> San Diego County Regional Airport Authority		<b>California Form 806</b> For Official Use Only
Division, Department, or Region (if Applicable)		
<b>Designated Agency Contact (Name, Title)</b> Tony R. Russell, Dir. Corporate & Information Governance/Authority Clerk		Date Posted: 02/02/2017 <i>(Month, Day, Year)</i>
Area Code/Phone Number (619)400-2550	E-mail trussell@san.org	
Page 1 of 2		

**2. Appointments**

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
	▶ Name <u>Boling, April</u> <i>(Last, First)</i>  Alternate, if any <u>see attached</u> <i>(Last, First)</i>	▶ <u>2 / 2 / 17</u> <i>Appt Date</i>  ▶ <u>1 year</u> <i>Length of Term</i>	▶ Per Meeting: \$ <u>200.00</u>  ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>19,200</u> <i>Other</i>
	▶ Name <u>Cox, Greg</u> <i>(Last, First)</i>  Alternate, if any <u>see attached</u> <i>(Last, First)</i>	▶ <u>2 / 2 / 17</u> <i>Appt Date</i>  ▶ <u>1 year</u> <i>Length of Term</i>	▶ Per Meeting: \$ <u>200.00</u>  ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>19,200</u> <i>Other</i>
	▶ Name <u>Desmond, Jim</u> <i>(Last, First)</i>  Alternate, if any <u>see attached</u> <i>(Last, First)</i>	▶ <u>2 / 2 / 17</u> <i>Appt Date</i>  ▶ <u>1 year</u> <i>Length of Term</i>	▶ Per Meeting: \$ <u>200.00</u>  ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>19,200</u> <i>Other</i>
	▶ Name <u>Gleason, Robert</u> <i>(Last, First)</i>  Alternate, if any <u>see attached</u> <i>(Last, First)</i>	▶ <u>2 / 2 / 17</u> <i>Appt Date</i>  ▶ <u>1 year</u> <i>Length of Term</i>	▶ Per Meeting: \$ <u>200.00</u>  ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>19,200</u> <i>Other</i>

**3. Verification**

I have read and understand FPPC Regulation 18702.5. I have verified that the appointment and information identified above is true to the best of my information and belief.

Tony R. Russell                      Tony R. Russell                      Authority Clerk                      2/2/17  
*Signature of Agency Head or Designee*                      *Print Name*                      *Title*                      *(Month, Day, Year)*

Comment: \_\_\_\_\_

Agency Report of:  
Public Official Appointments  
Continuation Sheet

<b>1. Agency Name</b> San Diego County Regional Airport Authority	<b>Date Posted:</b> <u>02/02/2017</u> (Month, Day, Year)
----------------------------------------------------------------------	-------------------------------------------------------------

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
	▶ Name <u>Janney, Jim</u> <small>(Last, First)</small>  Alternate, if any <u>see attached</u> <small>(Last, First)</small>	▶ <u>2 / 2 / 17</u> <small>Appt Date</small>  ▶ <u>1 year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200.00</u>  ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>19,200</u> <small>Other</small>
	▶ Name <u>Kersey, Mark</u> <small>(Last, First)</small>  Alternate, if any <u>see attached</u> <small>(Last, First)</small>	▶ <u>2 / 2 / 17</u> <small>Appt Date</small>  ▶ <u>1 year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200.00</u>  ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>19,200</u> <small>Other</small>
	▶ Name <u>Robinson, Paul</u> <small>(Last, First)</small>  Alternate, if any <u>see attached</u> <small>(Last, First)</small>	▶ <u>2 / 2 / 17</u> <small>Appt Date</small>  ▶ <u>1 year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200.00</u>  ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>19,200</u> <small>Other</small>
	▶ Name <u>Schumacher, Michael</u> <small>(Last, First)</small>  Alternate, if any <u>see attached</u> <small>(Last, First)</small>	▶ <u>2 / 2 / 17</u> <small>Appt Date</small>  ▶ <u>1 year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200.00</u>  ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>19,200</u> <small>Other</small>
	▶ Name <u>Sessom, Mary</u> <small>(Last, First)</small>  Alternate, if any <u>see attached</u> <small>(Last, First)</small>	▶ <u>2 / 2 / 17</u> <small>Appt Date</small>  ▶ <u>1 year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200.00</u>  ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>19,200</u> <small>Other</small>
	▶ Name _____ <small>(Last, First)</small>  Alternate, if any _____ <small>(Last, First)</small>	▶ _____ <small>Appt Date</small>  ▶ _____ <small>Length of Term</small>	▶ Per Meeting: \$ _____  ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <small>Other</small>

RESOLUTION NO. 2017-0014

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY MAKING APPOINTMENTS TO BOARD  
COMMITTEES, LIAISON POSITIONS, THE SANDAG  
TRANSPORTATION COMMITTEE, AND THE  
WORLD TRADE CENTER BOARD

WHEREAS, Authority Policy Section 1.20 establishes a policy for the formation of committees of and for the Board and Authority Policy Section 1.50 (5)(c) establishes certain Board committees; and

WHEREAS, the Board wishes to appoint or re-appoint members to Board committees, liaison positions, and representatives and alternates to the SANDAG Transportation Committee and the San Diego World Trade Center Board; and

WHEREAS, pursuant to California Code Regulation Section 18702.5, *Materiality Standard: Economic Interest in Personal Finances*, the Authority is now required to post on its website F.P.P.C. Form 806, listing all the paid appointed positions on boards, committees, or commissions of a public agency; and

WHEREAS, in accordance with the requirements of the California Code of Regulations §18702.5, F.P.P.C. Form 806 outlining the appointments to boards, commissions, and committees, was posted on the Authority website with the staff report; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the appointments listed in "Attachment A" to the Board's standing committees, liaison positions, and representatives and alternates to the SANDAG Transportation Committee and the World Trade Center Board.

BE IT FURTHER RESOLVED that the Board finds that this Board action is not a "project" as defined by the California Environmental Quality Act (CEQA), Pub. Res. Code §21065; and is not a "development" as defined by the California Coastal Act, Pub. Res. Code §30106.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a special meeting this 2<sup>nd</sup> day of February, 2017, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, CORPORATE  
& INFORMATION GOVERNANCE/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## San Diego County Regional Airport Authority Board Committee, Liaison and Representative Appointments

### STANDING COMMITTEES

<b>Executive Committee</b>		
<i>Hold Monthly Meetings</i>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
<b>April Boling (Chair)</b>	July 2016	
Paul Robinson (Vice Chair)	February 2016	January 2018
Jim Janney	February 2016	January 2018
<b>Finance Committee</b>		
<b>April Boling (Chair)</b>	February 2017	January 2018
Greg Cox (Vice-Chair)	February 2017	January 2018
Jim Janney	February 2017	January 2018
Mary Sessom	February 2017	January 2018
<b>Audit Committee</b>		
<i>Hold Quarterly Meetings</i>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
<b>Paul Robinson (Chair)</b>	February 2017	January 2018
Robert H. Gleason (Vice Chair)	February 2017	January 2018
Michael Schumacher	February 2017	January 2018
Mary Sessom	February 2017	January 2018
Andrew Hollingworth*	July 2016	June 2019
Jack Van Sambeek*	July 2015	June 2018
Don Tartre*	July 2014	June 2017
<small>*Public Members Added Pursuant to Public Utilities Code §170018</small>		
<b>Executive Personnel and Compensation Committee</b>		
<i>Hold Quarterly Meetings</i>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
<b>Jim Desmond (Chair)</b>	February 2017	January 2018
April Boling (Vice Chair)	February 2017	January 2018
Greg Cox	February 2017	January 2018
Mark Kersey	February 2017	January 2018
Michael Schumacher	February 2017	January 2018
<b>Capital Improvement Program Oversight Committee</b>		
<i>Hold Quarterly Meetings</i>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
<b>Jim Janney (Chair)</b>	February 2017	January 2018
Robert H. Gleason	February 2017	January 2018
Mike Kersey	February 2017	January 2018
Paul Robinson (Vice Chair)	February 2017	January 2018

## REPRESENTATIVES (EXTERNAL)

<b>SANDAG Transportation Committee</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
<b>Jim Janney (Primary)</b>	February 2017	January 2018
April Boling (Alternate)	February 2017	January 2018
<b>World Trade Center</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Robert H. Gleason	February 2017	January 2018

## REPRESENTATIVES (INTERNAL)

<b>Authority Advisory Committee</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
<b>Paul Robinson (Primary)</b>	February 2017	January 2018
April Boling (Alternate)	February 2017	January 2018

<b>Art Advisory Committee</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Robert H. Gleason	February 2017	January 2018

## LIAISONS

<b>Military Affairs</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Col. Woodworth	February 2017	January 2018
<b>Port</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Robert H. Gleason	February 2017	January 2018
April Boling	February 2017	January 2018
Greg Cox	February 2017	January 2018
Paul Robinson	February 2017	January 2018
<b>Caltrans</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Laurie Berman	February 2017	January 2018
<b>Inter-Governmental Affairs</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Greg Cox	February 2017	January 2018
<b>Airport Land Use Compatibility Plan for San Diego International Airport</b>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Jim Janney	February 2017	January 2018



## **STAFF REPORT**

Meeting Date: **FEBRUARY 2, 2017**

### **Subject:**

**Reject the Claim of K.S.A.N. LLC.**

### **Recommendation:**

Adopt Resolution No. 2017-0009, rejecting the claim of K.S.A.N. L.L.C.

### **Background/Justification:**

On January 5, 2017, K.S.A.N. L.L.C. filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority"). The claim states that that the Authority is in violation of Authority Code Section 9.12 because "[t]here are currently 454 authorized vehicle decals for taxicab permits, not including Spare permits." Authority Code section 9.12 states in pertinent part: "Beginning July 1, 2012, the total number of authorized vehicle decals for Taxicab permits shall not exceed 450 for the Airport. A reserve list shall be retained and may be used by the President/CEO for possible replacements. The President/CEO has the discretion to determine the number of Taxicabs that may serve the Airport each day." The Authority's Ground Transportation Department confirms that the Authority has issued 366 vehicle decals, 4 of which are for spare vehicles which are used when another vehicle with a decal is out of service.

The General Counsel has reviewed the claim and recommends its rejection.

### **Fiscal Impact:**

Not applicable.

### **Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
  
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

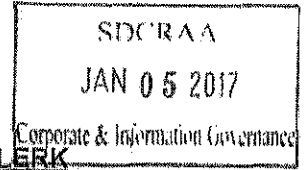
Not applicable.

**Prepared by:**

AMY GONZALEZ  
GENERAL COUNSEL

**ATTACHMENT A**

January 5, 2017



**VIA HAND DELIVERY TO SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY CLERK**  
 San Diego County Regional Airport Authority  
 3225 North Harbor Drive  
 Commuter Terminal, Third Floor  
 San Diego, California 92101

San Diego County Regional Airport Authority  
 Document No. CL-278  
 Filed 1-5-17

RE: January 5, 2017 K.S.A.N. L.L.C. - SDCRAA Code 9.12(a)(1) Complaint

Dear San Diego County Regional Airport Authority,

I would like to lodge the following complaint, in good faith, and without malice, regarding the ongoing violation of Section 9.12 (a)(1) of the San Diego County Regional Airport Authority (SDCRAA) Code. The violation of the SDCRAA Code is a violation of the San Diego County Regional Airport Authority Act (Cal. Pub. Util. Code § 170000 et seq.) and the Local Transportation Authority and Improvement Act (Cal. Pub. Util. Code § 180000 et seq.)

SDCRAA Code Section 9.12(a) Vehicle Restrictions states:

**"(1) Beginning July 1, 2012, the total number of authorized vehicle decals for Taxicab permits shall not exceed 450 for the Airport..."**

There currently are 454 authorized vehicle decals for taxicab permits, not including Spare permits.

**Background**

After years of an open system, in April 1984, 450 airport taxi permits were issued as the result of an airport permit lottery that was conducted by the Port of San Diego. Between 1984 and 2016, permit day operating restrictions changed from an Even/Odd system, to a 2 day/4 day/5 day system, and back to an Even/Odd system.

Evidence of the permits in excess of the 450 cap in Section 9.12(a)(1) is presented from the following public record of SDCRAA taxicab permits under the 2 day/4 day/5 day system as they existed on September 1, 2009, with calculations annotated below showing 454 permits.

9/1/2009		2-Day Permits										4-Day Permits				5-Day Permits	
Business Name	Total Vehicles	A Perm	B Perm	C Perm	D Perm	E Perm	F Perm	G Perm	H Perm	I Perm	J Perm	K Perm	L Perm	M "Spare"	HC "Handicapped"		
TOTAL NO. OF CABS	300	27	34	22	30	28	35	30	26	32	30	42	2	2	300		
												2	2				
												x5/2	x1	x1			
												5	2				
												<u>454</u>		2	456		

On September 1, 2009 there were (141) 2 day permits, (153) 4 day permits, (2) 5 day permits, (2) Handicap permits, and (2) Spare permits.

- (1) 2 day permit is equal to (1) authorized decal.
- (1) 4 day permit is equal to (2) 2 day permits or (2) authorized decals
- (1) 5 day permit is equal to (2.5) 2 day permits or (2.5) authorized decals
- (1) Handicap permit is equal to (1) authorized decal

Thus, with the common denominator of a 2 day permit equaling (1) authorized decal, there are 454 authorized vehicle decals because on September 1, 2009 there were:

- (141) authorized decals that were 2 day permits
  - (306) authorized decals that were 4 day permits (153 x 2)
  - (5) authorized decals that were 5 day permits (2 x 5/2)
  - (2) authorized decals that were Handicap permits
- (454) Total authorized vehicle decals is the Sum.

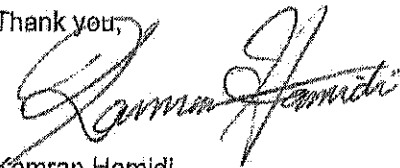
If Spare permits are included, there is a tally of 456 authorized vehicle decals; however, Spare permits are not included in the tally of authorized vehicle decals, because Spare permits are only supposed to be in use when an authorized decal is out of service.

On January 6, 2011, the permit system was modified by the SDCRAA Board from a 2 day/4 day/5 day system back to an Even/Odd system which still exists today. Because the 454 total authorized decals that existed before January 6, 2011, was used as a base for the transition from the 2 day/4 day/5 day system to the Even/Odd system; there are still 454 authorized vehicle decals, which is an ongoing violation of the 450 cap stated in SDCRAA Code Section 9.12(a)(1).<sup>1</sup>

#### Prayer For Relief

Correction of the ongoing violation of Section 9.12 which states that "the total number of authorized vehicle decals for Taxicab permits shall not exceed 450 for the Airport."

Thank you,



Kamran Hamidi  
K.S.A.N. L.L.C.  
P.O. Box 26221  
San Diego, CA 92196

Attachment: September 1, 2009, "Airport Taxi Permit Days cust copy" - SDCRAA Public Record

<sup>1</sup> As further proof of the violation of 9.12(a)(1), for many years there were more than the "not-to-exceed total of three hundred (300) Taxicabs," which existed in the former 9.12(a)(1)(ii) as adopted by SDCRAA Board Resolution 2011-0012 on January 6, 2011; but after the number of taxicabs reached approximately 350, Section 9.12(a)(1)(ii) was stricken from the SDCRAA Code in SDCRAA Board Resolution 2014-0073R on July 7, 2014. Today there are 361 taxicabs.





RESOLUTION NO. 2017-0009

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY REJECTING THE CLAIM OF K.S.A.N.  
L.L.C.

WHEREAS, on January 5, 2017, K.S.A.N. L.L.C. filed a claim with the San Diego County Regional Airport Authority alleging that the Authority is in violation of Authority Code §9.12 because currently there are 454 authorized vehicle decals for taxicab permits, not including spare permits;

WHEREAS, Authority Code §9.12 states in pertinent part: "Beginning July 1, 2012, the total number of authorized vehicle decals for Taxicab permits shall not exceed 450 for the Airport. A reserve list shall be retained and may be used by the President/CEO for possible replacements. The President/CEO has the discretion to determine the number of Taxicabs that may serve the Airport each day"; and

WHEREAS, the Authority's Ground Transportation Department confirms that there are currently 366 authorized vehicle decals; and

WHEREAS, at its regular meeting on February 2, 2017, the Board considered the claim filed by K.S.A.N. L.L.C. and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rejects the claim of K.S.A.N. L.L.C.; and

BE IT FURTHER RESOLVED the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code § 21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code § 30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at its regular meeting this 2<sup>nd</sup> day of February, 2017, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

---

TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL



## **STAFF REPORT**

Meeting Date: **FEBRUARY 2, 2017**

### **Subject:**

**Award a Contract to Krause A.C.T., dba Air Cleaning Technology for Restaurant Hood Cleaning and Maintenance Services at San Diego International Airport**

### **Recommendation:**

Adopt Resolution No. 2017-0010, awarding a contract to Krause A.C.T., dba Air Cleaning Technology for Restaurant Hood Cleaning and Maintenance Services at the San Diego International Airport, in an amount not to exceed two million five hundred thousand dollars (\$2,500,000) for a 3 year term with an option for 2 one year extensions.

### **Background/Justification:**

The Authority is a party to several non-exclusive food and beverage concession agreements at the Airport. The operation of these concessions requires restaurant hood cleaning, inspection and maintenance services for restaurant kitchen hoods, fans, and exhaust ducts.

The Authority's Non-Exclusive Concession Lease Agreement ("Lease"), Section 8.15, requires the Authority to contract with a third party service provider to clean the hood ventilation systems in the 23 food and beverage service concessions at the Airport. Concessionaires are responsible for maintenance of the hood systems.

Authority Staff and Concessionaires agreed that operationally and financially, one cleaning and maintenance provider would be most cost effective and beneficial for both parties. Food and beverage service concessionaires are required under the Lease to pay their share of the costs for restaurant hood cleaning and maintenance services.

On September 26, 2016, the Authority issued a Request for Proposal ("RFP") to solicit proposals for Restaurant Hood Cleaning and Maintenance Services.

On November 7, 2016 the Authority received proposals from two (2) contractors:

1. AIRTEK
2. Krause A.C.T., dba Air Cleaning Technology (ACT)

A selection panel (RFP Panel) comprised of Authority's Terminals & Tenants staff, Authority's Facilities Maintenance Department staff and a General Manager from one of the Food & Beverage Concessions, conducted a thorough review of the proposals. The RFP Panel scored and ranked the respondents. The two contractors were invited to interview on November 30, 2016. The Respondents were asked to provide their responses to specific questions, prepared by the RFP Panel, which targeted the evaluation criteria presented in the RFP. The RFP Panelists' final rankings are presented below:

**Final Rankings: Panelist 1 Panelist 2 Panelist 3 Panelist 4 Panelist 5 Total Rank**

ACT	1	1	1	1	1	5	1
AIRTEK	2	2	2	2	2	10	2

<b>Combined Scores</b>	<b>SB Preference</b>	<b>Cost/ Fees</b>	<b>Company Experience &amp; Qualifications</b>	<b>Primary Staff</b>	<b>Equipment</b>	<b>Work Plan</b>	<b>Sustainability</b>	<b>Total</b>
ACT	250	200	1200	430	440	980	420	3920
AIRTEK	0	1000	575	240	260	300	330	2705

Based on the RFP scores and rankings above, the RFP Panel determined that ACT is best qualified to perform the restaurant hood cleanings and maintenance service work for the food and beverage service concessions at the Airport.

Staff recommends that the Board authorize the President/CEO to execute an agreement with Krause A.C.T., dba Air Cleaning Technology for Restaurant Hood Cleaning and Maintenance Services in an amount not to exceed \$2,500,000 for a three (3) year term with an option for 2 one-year extensions exercisable at the sole discretion of the President/CEO.

**Fiscal Impact:**

Adequate funds for the service agreement are included with the FY2017-FY2018 conceptual budget. These services are 100% reimbursable by the Concessionaires. The source of funding for these services will be Airport Cash.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy
- Customer Strategy
- Employee Strategy
- Financial Strategy
- Operations Strategy

**Environmental Review:**

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

The Authority has the following inclusionary programs/policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs/policies named above can be used in any single contracting opportunity.

This contract does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses. Policy 5.12 provides a preference of up to five percent (5%) to small businesses in the award of selected Authority contracts. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$200,000. The preference is only applied in measuring the bid. The final contract award is based on the amount of the original bid.

In accordance to Policy 5.12, the recommended firm Krause A.C.T., dba Air Cleaning Technology received 5% small business preference

**Prepared by:**

JIM DECOCK  
MANAGER, TERMINAL CONCESSIONS

RESOLUTION NO. 2017-0010

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AWARDING A CONTRACT TO KRAUSE A.C.T., DBA AIR CLEANING TECHNOLOGY FOR RESTAURANT HOOD CLEANING AND MAINTENANCE SERVICES AT SAN DIEGO INTERNATIONAL AIRPORT , IN AN AMOUNT NOT TO EXCEED TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) FOR A 3 YEAR TERM WITH AN OPTION FOR 2 ONE YEAR EXTENSIONS EXERCISABLE AT THE SOLE DISCRETION OF THE PRESIDENT/CEO

WHEREAS, the Authority is a party to several non-exclusive food and beverage concession agreements at the Airport; and

WHEREAS, restaurant hood cleaning and maintenance services are required for these food and beverage concessions to allow maintenance, inspection and cleaning services for restaurant kitchen hoods, fans, and exhaust ducts at concession locations at the Airport; and

WHEREAS, Section 8.15 of the Authority's Non-Exclusive Concession Lease Agreement ("Lease") requires the Authority to contract with a third party service provider to clean the hood ventilation systems in 23 food and beverage service concessions at the Airport; and

WHEREAS, under the Lease, the concessionaires are responsible for maintenance of the hood systems; and

WHEREAS, Authority Staff and Concessionaires agreed that operationally and financially, one cleaning and maintenance provider would be most cost effective and beneficial for both parties; and

WHEREAS, the concessionaires are required to pay their share of the costs for restaurant hood cleaning and maintenance services; and

WHEREAS, on September 26, 2016, the Authority issued a Request for Proposal ("RFP") to solicit proposals for Restaurant Hood Cleaning and Maintenance Services; and

WHEREAS, on November 7, 2016 the Authority received proposals from two (2) contractors: (1). AIRTEK and (2.) Krause A.C.T. dba Air Cleaning Technology (ACT); and

WHEREAS, a selection panel (RFP Panel) comprised of Authority's Terminals & Tenants staff, Authority's Facilities Maintenance Department staff, and a General Manager from one of the Food & Beverage Concessions, conducted a thorough review of the proposals; and

WHEREAS, the RFP Panel scored and ranked the respondents and the two contractors were invited to interview on November 30, 2016; and

WHEREAS, the Respondents were asked to provide their responses to specific questions, prepared by the RFP Panel, which targeted the evaluation criteria presented in the RFP; and

WHEREAS, the Board believes that it is in the best interest of the Authority and the public that it serves, for the Board to award Krause A.C.T. dba Air Cleaning Technology a contract to provide restaurant hood cleaning and maintenance upon the terms and conditions set forth in the RFP Solicitation Package; and

WHEREAS, Authority's staff has duly considered Krause A.C.T. dba Air Cleaning Technology's proposal and has determined Krause A.C.T., dba Air Cleaning Technology is responsive and that its proposal is responsive in all respects.

NOW, THEREFORE, BE IT RESOLVED the Board hereby awards a contract to Krause A.C.T. dba Air Cleaning Technology for Restaurant Hood Cleaning and Maintenance Services at the San Diego International Airport, in an amount not to exceed two million five hundred thousand dollars (\$2,500,000) for a 3 year term with an option for 2 one year extensions exercisable at the sole discretion of the President/CEO; and

BE IT FURTHER RESOLVED that the Authority's President/CEO or designee hereby is authorized to execute and deliver such contract to Krause A.C.T. dba Air Cleaning Technology; and

BE IT FURTHER RESOLVED that the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 2nd day of February, 2017, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

---

TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

---

AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **FEBRUARY 2, 2017**

### **Subject:**

**Award of Contract to Vasquez Construction Company, to Replace Terminal Seating in Terminal 1 and Terminal 2 at San Diego International Airport**

### **Recommendation:**

Adopt Resolution No. 2017-0011, awarding a contract to Vasquez Construction Company in the amount of \$3,401,830.27 for Project No. 104204, to replace terminal seating in Terminal 1 and Terminal 2 at San Diego International Airport.

### **Background/Justification:**

This project is a San Diego County Regional Airport Authority (“Authority”) Board (“Board”) approved project in the FY2017 Capital Improvement Program (“CIP”).

This project will consist of replacing approximately 2,900 seats in Terminal 1 (T1), Terminal 2 West (T2W), and Terminal 2 East (T2E).

The existing passenger seats and flooring are timeworn and in need of replacement. With approximately 20 million annual passengers moving through the San Diego International Airport, it is a reasonable approach to replace terminal seating damaged by the traveling public on an ongoing basis. Over time, all furniture suffers cosmetic damage that cannot be easily repaired, short of complete replacement.

The current, outdated terminal seating is obsolete and does not offer customers electrical hook-up capability, or include the current Americans with Disabilities Act (ADA) enhancements.

Furthermore, the existing seats in both T1, T2W, and T2E require longer repair time (two Facilities Maintenance Department (FMD) staff approximately 45 minutes or equivalent labor cost of \$150) to replace damaged seats versus the approximate level of effort (one FMD staff approximately 5 minutes or equivalent cost of \$17) to replace the newer terminal seats in Terminal Two West (“Green Build”).

The new seats are more comfortable due to changes in chair height, back, and width, and provide a consistent appearance with newer seating in the Green Build. Also, the seats are designed with the ease of electrical access for electronics such as laptop or phone, providing a best in class customer service to meet the needs of the sophisticated business traveler and leisure traveler alike.

This project will replace the dated and well used terminal seating, reduce maintenance costs, and enhance the overall customer experience.

**Page 2 of 3**

The scope of work for this project will include the replacement of the existing carpeting in the adjoining areas, and installation of the electrical infrastructure for the terminal seats. The second element of this project is to upgrade the flooring and rubber base in hold rooms at T1 gates 1, 1A, 2, and Security Checkpoint 1 area, providing a consistent appearance and ambiance with the newer furnishings in the Green Build. (Attachment A)

This opportunity was advertised on December 2, 2016, and sealed bids were opened on January 3, 2017. The following bids were received: (Attachment B)

<b>Company</b>	<b>Total Bid</b>
Vasquez Construction Company	\$3,401,830.27
Marcon Engineering, Inc.	\$3,691,800.00

The Engineer's estimate is \$4,081,972.54.

The low bid of \$3,401,830.27, is responsive, and Vasquez Construction Company is considered responsible. Authority staff recommends award to Vasquez Construction Company, in the amount of \$3,401,830.27.

**Fiscal Impact:**

Adequate funds for Replace Terminal Seating in Terminal 1 and Terminal 2 are included within the Board approved FY2017-FY2021 Capital Program Budget in Project No. 104204. Source of funding for this project is Airport Cash.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.

B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.



**Application of Inclusionary Policies:**

The Authority has the following inclusionary programs/policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs/policies named above can be used in any single contracting opportunity.

This contract does not utilize federal funds and provides opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.14 was applied. Policy 5.14 establishes separate goals for the participation of: (1) small businesses; (2) local businesses; and, (3) service disabled veteran owned small businesses (SDVOSB). The local business participation goal can only be applied when the overall local business participation of all Authority contracts at the time of solicitation is less than 60%. The maximum preference applied under Policy 5.14 is seven percent (7%): three percent (3%) for small business participation; two percent (2%) for local business participation; and, two percent (2%) for SDVOSB participation. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$200,000. The preference is only applied in measuring the bid. The final contract award is based on the amount of the original bid. When bid price is not the primary selection criteria, the preference is only applied to determine which proposers are interviewed for final consideration. Per Policy 5.14, the preference is not applied in the final selection.

In accordance with Policy 5.14, Vasquez Construction Company met the SBE goal of 16% with 49% certified small business participation for a 3% certified small business preference and did not meet the SDVOSB goal of 3% for 0% SDVOSB participation preference. At the time of the solicitation it was determined that the Authority's overall local business participation exceeded 60%; therefore no preference was applied for local business participation.

**Prepared by:**

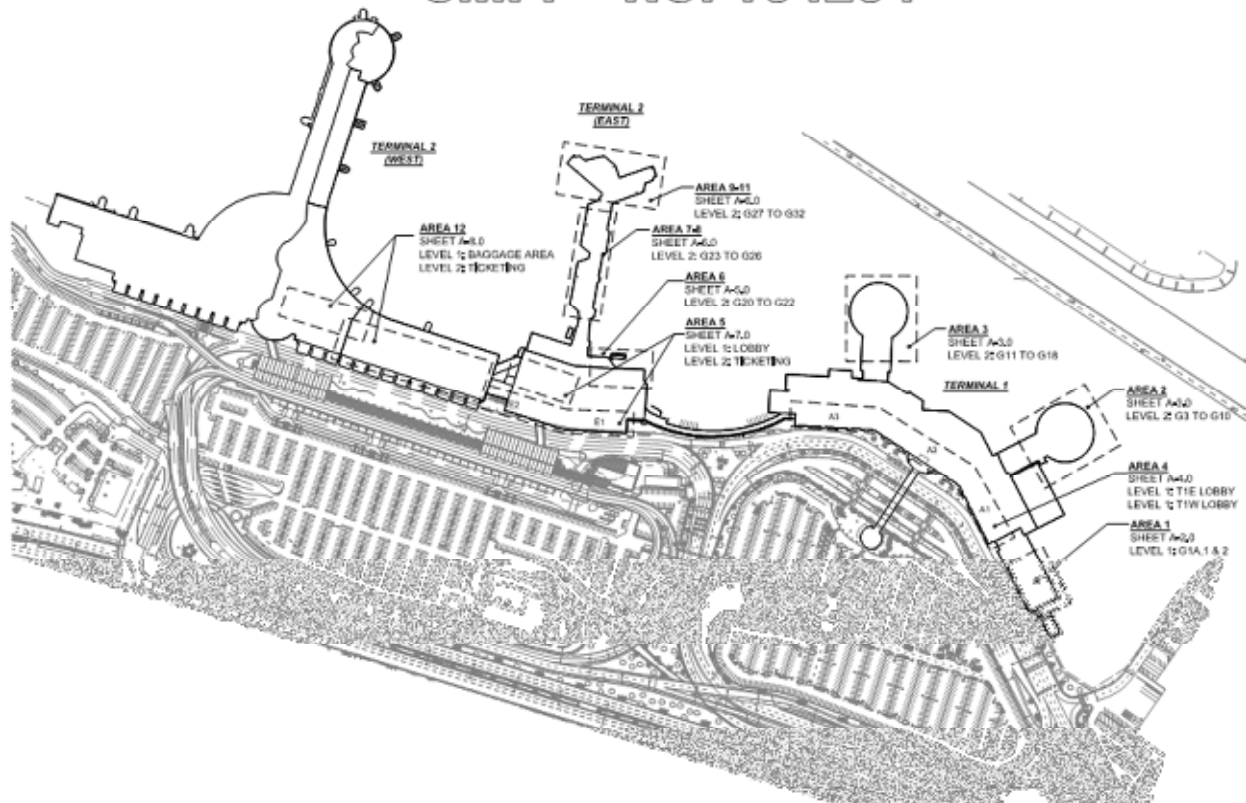
IRAJ GHAEMI  
DIRECTOR, FACILITIES DEVELOPMENT

# ATTACHMENT A

## REPLACE TERMINAL SEATING IN TERMINAL 1 & TERMINAL 2

SAN DIEGO INTERNATIONAL AIRPORT

C.I.P. NO. 104204



OVERALL SITE PLAN   
SCALE: 1/150"=1'-0"

BID TABULATION

ATTACHMENT B

Project Title: **Replace Terminal Seating in Terminal 1 and Terminal 2**

CIP Number: **104204**

DATE/TIME BIDS OPENED: **1/3/2017 - 2 PM**

ENGINEER'S ESTIMATE: \$ <b>4,081,972.54</b>				ENGINEER'S ESTIMATE		1		2	
GUARANTEE OF GOOD FAITH:						<b>Vasquez Construction Company</b> 3009 G Street San Diego, CA 92102		<b>Marcon Engineering, Inc.</b> 876 N. Broadway Escondido, CA 92025	
						<b>United Fire &amp; Casualty Company</b>		<b>The Hanover Insurance Company</b>	
BID ITEM NO.	TITLE	QUANTITY	UNIT ITEM	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)
<b>Bid Schedule A - Base Bid</b>									
1	Area 1 - T1E Gates 1A, 1 and 2	283	EA	\$ 1,821.01	\$ 515,345.83	\$ -	\$ 344,758.81	\$ -	\$ 431,000.00
2	Area 2 - T1E Gates 3 to 10	611	EA	\$ 1,124.40	\$ 687,008.40	\$ -	\$ 467,733.64	\$ -	\$ 482,000.00
3	Area 3 - T1W Gates 11-18	494	EA	\$ 1,124.40	\$ 555,453.60	\$ -	\$ 371,447.95	\$ -	\$ 357,000.00
4	Area 4 - T1E/T1W Level 1 Lobby	102	EA	\$ 1,124.40	\$ 114,688.80	\$ -	\$ 95,777.74	\$ -	\$ 129,000.00
5	Area 5 - T2E Level 1 Lobby/Level 2 Lobby	87	EA	\$ 1,124.40	\$ 97,822.80	\$ -	\$ 95,471.60	\$ -	\$ 101,000.00
6	Area 6 - T2E Gates 20-22	297	EA	\$ 1,124.40	\$ 333,946.80	\$ -	\$ 236,265.89	\$ -	\$ 247,000.00
7	Area 7 - T2E Gates 23 and 25	214	EA	\$ 1,124.40	\$ 240,621.60	\$ -	\$ 190,179.53	\$ -	\$ 188,000.00
8	Area 8 - T2E Gates 24 and 26	224	EA	\$ 1,124.40	\$ 251,865.60	\$ -	\$ 177,763.82	\$ -	\$ 195,000.00
9	Area 9 - T2E Gates 27, 29 and 31	239	EA	\$ 1,124.40	\$ 268,731.60	\$ -	\$ 174,446.66	\$ -	\$ 236,000.00
10	Area 10 - T2E Gate 28	139	EA	\$ 1,124.40	\$ 156,291.60	\$ -	\$ 142,012.54	\$ -	\$ 153,000.00
11	Area 11 - T2E Gates 30 and 32	119	EA	\$ 1,124.40	\$ 133,803.60	\$ -	\$ 131,256.15	\$ -	\$ 137,000.00
12	Area 12 - T2W Level 2 Lobby/Level 1 BA	93	EA	\$ 1,124.40	\$ 104,569.20	\$ -	\$ 86,037.94	\$ -	\$ 78,000.00
13	Mobilization/Demobilization	1	LS	\$ 83,278.11	\$ 83,278.11	\$ -	\$ 13,597.00	\$ -	\$ 182,000.00
14	Overhead	1	LS	\$ 133,545.00	\$ 133,545.00	\$ 2,500.00	\$ 469,081.00	\$ 2,060.00	\$ 370,800.00
15				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total for Bid Schedule A</b>				\$	\$ <b>3,676,972.54</b>	\$	\$ <b>2,996,830.27</b>	\$	\$ <b>3,286,800.00</b>
<b>Bid Schedule B - Allowances</b>									
1	Allowance for Relocation of Utilities	1	Allowance	\$ 40,000.00	\$ 40,000.00	\$ -	\$ 40,000.00	\$ -	\$ 40,000.00
2	Allowance for Reimb of work performed on relocation & recalibration of TSA Equipment	1	Allowance	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$ 15,000.00
3	Allowance for Unforeseen Changes	1	Allowance	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00
4	Allowance for Down Payment to procure seating	1	Allowance	\$ 300,000.00	\$ 300,000.00	\$ -	\$ 300,000.00	\$ -	\$ 300,000.00
5		1	Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total for Bid Schedule B</b>				\$	\$ <b>405,000.00</b>	\$	\$ <b>405,000.00</b>	\$	\$ <b>405,000.00</b>
<b>Bid Schedule C - Temporary Erosion/Sediment Control</b>									
1				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total for Bid Schedule C</b>				\$	\$ -	\$	\$ -	\$	\$ -
<b>Total for (Bid Schedule A+B+C)</b>				\$	\$ <b>4,081,972.54</b>	\$	\$ <b>3,401,830.27</b>	\$	\$ <b>3,691,800.00</b>
ADDENDUM NO. NOTED BY BIDDERS ON THEIR SUBMITTED BID SCHEDULE:									
						Yes		Yes	
						Yes		Yes	
<b>CONTRACTOR'S Submitted Bid Schedule Amount</b>						\$	\$ <b>3,401,830.27</b>	\$	\$ <b>3,691,800.00</b>

Low Bid Amt	\$	3,401,830.27	7%
Points			
7 or 7%	\$238,128.12	7%	7
6 or 6%	\$204,109.82	6%	6
5 or 5%	\$170,091.51	5%	5
4 or 4%	\$136,073.21	4%	4
3 or 3%	\$102,054.91	3%	3
2 or 2%	\$68,036.61	2%	2
1 or 1%	\$34,018.30	1%	1

Points	#REF!
Adjustment Amount (Enter Amount from Table Based on Number of	\$ 102,054.91
	\$3,299,775.36

Points	#REF!
Adjustment Amount (Enter Amount from Table Based on Number of	\$102,054.91
	\$3,589,745.09

- Distribution: Project Bid Review Checklist (Original)  
 Staff Report  
 FDD Estimator (Excel File)  
 Director, Small Business (PDF copy)  
 Program Coordinator, Small Business (PDF copy)  
 Project Procurement Analyst (PDF copy)

RESOLUTION NO. 2017-0011

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AWARING A CONTRACT TO VASQUEZ CONSTRUCTION COMPANY IN THE AMOUNT OF \$3,401,830.27 FOR PROJECT NO. 104204, TO REPLACE TERMINAL SEATING IN TERMINAL 1 AND TERMINAL 2 AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, this project is a San Diego County Regional Airport Authority (“Authority”) Board (“Board”) approved project in the FY2017 Capital Improvement Program (“CIP”); and

WHEREAS, this project will consist of replacing approximately 2,900 seats in Terminal 1 (T1), T2 West (T2W), T2 East (T2E); and

WHEREAS, the existing passenger seats and flooring are timeworn and in need of replacement; and

WHEREAS, with approximately 20 million annual passengers moving through the San Diego International Airport, it is a reasonable approach to replace terminal seating damaged by the traveling public on an ongoing basis; and

WHEREAS, over time, all furniture suffers cosmetic damage that cannot be easily repaired, short of complete replacement; and

WHEREAS, the current, outdated terminal seating is obsolete and does not offer customers electrical hook-up capability, or include the current Americans with Disabilities Act (ADA) enhancements; and

WHEREAS, the existing seating in both T1, T2W and T2E require a longer repair time (two Facilities Maintenance Department (FMD) staff approximately 45 minutes or equivalent labor cost of \$150) to replace damaged seats versus the approximate level of effort (one FMD staff approximately 5 minutes or equivalent cost of \$17) to replace the newer terminal seats offered in Terminal Two West (“Green Build”); and

WHEREAS, the new seats are more comfortable due to changes in chair height, back, and width, and provide a consistent appearance with newer seating in the Green Build; and

WHEREAS, the seats are designed with the ease of electrical access for electronics such as laptop or phone, providing a best in class customer service to meet the needs of the sophisticated business traveler and leisure traveler alike; and

WHEREAS, this project will replace the dated and well used terminal seating, reduce maintenance costs, and enhance the overall customer experience; and

WHEREAS, the scope of work for this project will include the replacement of the existing carpeting in the adjoining areas, and installation of the electrical infrastructure for the terminal seats; and

WHEREAS, the second element of this project is to upgrade the flooring and rubber base in hold rooms at T1 gates 1, 1A, 2, and Security Checkpoint 1 area, providing a consistent appearance and ambiance with the newer furnishings in the Green Build; and

WHEREAS, the Request for Bids for this project was advertised on December 2, 2016; and

WHEREAS, on January 3, 2017, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the low bidder, Vasquez Construction Company, submitted a bid in the amount of \$3,401,830.27; and

WHEREAS, the Authority's staff has duly considered Vasquez Construction Company's bid, and has determined Vasquez Construction Company, is responsible and that its bid is responsive in all respects; and

WHEREAS, the Board believes that it is in the best interest of the Authority and the public that it serves, for the Board to award Vasquez Construction Company, the contract for Project No. 104204, Replace Terminal Seating in Terminal 1 and Terminal 2, upon the terms and conditions set forth in the Bid Solicitation Package.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards a contract to Vasquez Construction Company, in the amount of \$3,401,830.27, for Project No. 104204, to replace terminal seating in terminal 1 and Terminal 2 at San Diego International Airport; and

BE IT FURTHER RESOLVED that the Authority's President/CEO or designee hereby is authorized to execute and deliver such contract to Vasquez Construction Company; and

BE IT FURTHER RESOLVED that the San Diego County Regional Airport Authority and its officers, employee, and agents are hereby authorized, empowered, and directed to do and perform such acts as may be necessary or appropriate in order to effectuate fully the foregoing resolutions; and

BE IT FURTHER RESOLVED that the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 2<sup>nd</sup> day of February, 2017, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **FEBRUARY 2, 2017**

### **Subject:**

**Approve and Authorize the President/CEO to Issue a Purchase Order to Oshkosh Corporation Utilizing the Houston-Galveston Area Council (HGAC) Cooperative Contract to Replace Two Aircraft Rescue and Firefighting Vehicles at San Diego International Airport**

### **Recommendation:**

Adopt Resolution No. 2017-0012, approving and authorizing the President/CEO to issue a Purchase Order to Oshkosh Corporation utilizing the Houston-Galveston Area Council (HGAC) cooperative contract for an amount not-to-exceed \$2,287,618.32 for Project No. 104214, to replace two Aircraft Rescue and Firefighting (ARFF) Vehicles at San Diego International Airport.

### **Background/Justification:**

This project is a San Diego County Regional Airport Authority ("Authority") Board ("Board") approved project in the FY2017 Capital Improvement Program ("CIP").

The Authority currently has four (4) Aircraft Rescue and Firefighting (ARFF) vehicles, which provide invaluable services to commercial and private airlines, and directly insure safety to the passengers and cargo they transport.

These services include the following:

1. Fire containment and suppression
2. Passenger and crew rescue
3. Airframe and cargo preservation
4. Site maintenance following after-incident investigations

These ARFF vehicles deliver fire fighters, fire-fighting chemical agents, and specialized tools and equipment to the scene of an aircraft incident.

Two current ARFF vehicles, Rescue 1 and Rescue 3, exceed the average service life of ten (10) years, requiring frequent and costly vehicle maintenance and repairs.

Rescue 1 has served as a frontline ARFF vehicle since its purchase in 2003 and the Authority has spent in excess of \$208,000 in maintenance costs. Given that Rescue 1 is approximately 14 years old, and considering manufacturers are required to provide parts for 10 years, it is challenging to obtain new manufactured parts for this vehicle.

Rescue 3, purchased in 1999, served as a frontline ARFF vehicle for 11 years. It is now designated as a backup vehicle. The Authority has spent approximately \$173,000 in maintenance costs for Rescue 3. The majority of the maintenance costs, \$132,300, have been spent within the past four (4) years.

As a result of the reduced availability of parts, reliability is a major concern. There is high potential for severe mechanical failure with the vehicle out of service for an undetermined amount of time. This poses a known risk to the Authority by potentially failing to meet the ARFF response requirements as set forth within Federal Aviation Regulations (FAR) Part 139. Therefore, replacement of these two ARFF vehicles is recommended.

The Airside Operations and Procurement departments determined that it was in the best interest of the Authority to utilize Authority Policy ("Policy") 5.04, Cooperative Purchasing, to expedite the procurement process and purchase these ARFFs at competitive prices.

The use of this alternative contracting method provides the Authority with the ability to reduce the cost of purchasing items by pooling the purchasing power of more than one public agency or by avoiding the expenses of conducting its own individual competitive process. Pursuant to Policy 5.04, the Authority may participate in cooperative procurement arrangements, joint powers agreements, or other agreements with one or more other public bodies, or agencies of the United States for these items if:

1. A public competitive selection process was used to secure the underlying contracts for items with a lead public agency;
2. The Authority has identified a need for items;
3. A copy of the agreement or other written proof is security by the Authority reflecting that a public competitive process was used; and
4. It is determined to be in the best interest of the Authority to use the alternate contracting method.

The term of this purchase order will be from February 2, 2017 through February 1, 2018.

All of the requirements set forth in Policy 5.04 have been met and are documented and Authority staff endorses this alternative method as being in the best interest of the Authority.

Houston-Galveston Area Council (HGAC) issued a bid on July 9, 2015, for Fire Service Apparatus (All Types). Notice of the Bid was advertised in the Houston Chronicle.

**Pricing:** HGAC pricing for the ARFF vehicles were found to be fair and reasonable as the pricing offered under this cooperative contract is less than another cooperative contract with National Joint Powers Alliance (NJPA) as outlined below. Further, the Authority's Procurement department reached out to Oshkosh Corporation requesting a cost concession on the purchase of these ARFF vehicles and successfully received an additional savings of \$25,000 off the total purchase price.



The Authority reviewed the following two (2) cooperative programs and received quotes from each firm on the Oshkosh Striker type ARFF vehicles.

**National Joint Powers Alliance (NJPA)**

Vehicle (Rescue 1):	\$1,004,049.00
Vehicle (Rescue 3):	\$1,175,031.00
<b>Cost:</b>	<b>\$2,179 080.00</b>

**Houston-Galveston Area Council (HGAC)**

Vehicle (Rescue 1):	\$ 985,362.00
Vehicle (Rescue 3):	\$ 1,152,992.00
<b>Cost:</b>	<b>\$ 2,138,354.00</b>
Additional Savings:	(\$ 25,000.00)
Ext. Total:	\$ 2,113,354.00
Sales Tax:	\$ 169,068.32
Performance/Payment Bond:	\$ 5,196.00
Ext. Total Cost:	\$ 2,287,618.32

It is recommended that the Authority require Performance Bond and Payment Bond from Oshkosh Corporation at a cost of \$5,196.00.

It is also recommended that the Authority issue a purchase order to Oshkosh Corporation utilizing the HGAC cooperative contract for an amount not to exceed \$2,287,618.32, for two Aircraft Rescue Firefighting (ARFF) vehicles.

**Fiscal Impact:**

Funds for Project No. 104214, Replace Two Aircraft Rescue and Firefighting (ARFF) Vehicles are included within the approved FY2017-FY2021 Capital Program Budget. Capital Sources of funding is Airport Cash.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy  
  Customer Strategy  
  Employee Strategy  
  Financial Strategy  
  Operations Strategy

**Environmental Review:**

A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.

B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Not Applicable.

**Prepared by:**

IRAJ GHAEMI  
DIRECTOR, FACILITIES DEVELOPMENT

RESOLUTION NO. 2017-0012

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO ISSUE A PURCHASE ORDER TO OSHKOSH CORPORATION UTILIZING THE HOUSTON-GALVESTON AREA COUNCIL (HGAC) COOPERATIVE CONTRACT FOR AN AMOUNT NOT-TO-EXCEED \$2,287,618.32 FOR PROJECT NO. 104214, TO REPLACE TWO AIRCRAFT RESCUE AND FIREFIGHTING (ARFF) VEHICLES AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, this project is a San Diego County Regional Airport Authority (“Authority”) Board (“Board”) approved project in the FY2017 Capital Improvement Program (“CIP”); and

WHEREAS, the Authority currently has four (4) Aircraft Rescue and Firefighting (ARFF) vehicles which provide invaluable services to the commercial and private airline industry and the passengers and cargo they transport; and

WHEREAS, these services include:

1. Fire containment and suppression
  2. Passenger and crew rescue
  3. Airframe and cargo preservation
  4. Site Maintenance of the site to aid in after-incident investigations;
- and

WHEREAS, these ARFF vehicles deliver fire fighters, fire-fighting chemical agents, and specialized tools and equipment to the scene of an aircraft incident; and

WHEREAS, two current ARFF vehicles, Rescue 1 and Rescue 3, exceed the average service life of ten (10) years, requiring frequent and costly vehicle maintenance and repairs; and

WHEREAS, Rescue 1 has served as a frontline ARFF vehicle since its purchase in 2003 and the Authority has spent in excess of \$208,000 in maintenance costs; and

WHEREAS, given that Rescue 1 is approximately 14 years old, and considering manufacturers are required to provide parts for 10 years, it is challenging to obtain new manufactured parts for this vehicle; and

WHEREAS, Rescue 3, purchased in 1999, served as a frontline ARFF vehicle for 11 years, is now designated as a backup vehicle; and

WHEREAS, the Authority has spent approximately \$173,000 in maintenance costs for Rescue 3 with the majority of the maintenance costs, \$132,300, have been spent within the past four (4) years; and

WHEREAS, as a result of the reduced availability of parts, reliability is a major concern; and

WHEREAS, there is high potential for severe mechanical failure with the vehicle out of service for an undetermined amount of time; and

WHEREAS, this poses a known risk to the Authority by potentially failing to meet the ARFF response requirements as set forth within Federal Aviation Regulations (FAR) Part 139. Therefore, replacement of these two ARFF vehicles is recommended; and

WHEREAS, the Airside Operations and Procurement departments determined that it was in the best interest of the Authority to utilize Authority Policy ("Policy") 5.04, Cooperative Purchasing, to expedite the procurement process and purchase these ARFFs at competitive prices; and

WHEREAS, the use of this alternative contracting method provides the Authority with the ability to reduce the cost of purchasing items by pooling the purchasing power of more than one public agency or by avoiding the expenses of conducting its own individual competitive process; and

WHEREAS, pursuant to Policy 5.04 the Authority may participate in cooperative procurement arrangements, joint powers agreements, or other agreements with one or more other public bodies, or agencies of the United States for these items if:

1. A public competitive selection process was used to secure the underlying contracts for items with a lead public agency;
2. The Authority has identified a need for items;
3. A copy of the agreement or other written proof is security by the Authority reflecting that a public competitive process was used; and
4. It is determined to be in the best interest of the Authority to use the alternate contracting method; and

WHEREAS, the term of this purchase order will be from February 2, 2017 through February 1, 2018; and

WHEREAS, all of the requirements set forth in Policy 5.04 have been met and are documented, and the Authority staff endorses this alternative method as being in the best interest of the Authority; and

WHEREAS, Houston-Galveston Area Council (HGAC) issued a bid on July 9, 2015, for Fire Service Apparatus (All Types) and notice of the bid was advertised in the Houston Chronicle; and

WHEREAS, HGAC pricing for the ARFF vehicles were found to be fair and reasonable as the pricing offered under the HGAC cooperative contract is less than another cooperative contract with National Joint Powers Alliance (NJPA); and

WHEREAS, the Procurement department reached out to Oshkosh Corporation requesting a cost concession on the purchase of these ARFF vehicles and successfully received an additional savings of \$25,000 off the total purchase price; and

WHEREAS, the Authority reviewed the following two (2) cooperative programs and received quotes from each firm on the Oshkosh Striker type Vehicles:

1. National Joint Powers Alliance (NJPA)
2. Houston-Galveston Area Council (HGAC); and

WHEREAS, it is recommended that the Authority require Performance Bond and Payment Bond from Oshkosh Corporation at a cost of \$5,196.00; and

WHEREAS, it is also recommended that the Authority issue a purchase order to Oshkosh Corporation utilizing the HGAC cooperative contract for an amount not-to-exceed \$2,287,618.32, for two ARFF vehicles.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to issue a purchase order to Oshkosh Corporation utilizing the Houston-Galveston Area Council (HGAC) Cooperative Contract for an amount not-to-exceed \$2,287,618.32 for Project No. 104214, to replace two Aircraft Rescue and Firefighting Vehicles at San Diego International Airport; and

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized, empowered, and directed to do and perform all such acts as may be necessary or appropriate in order to effectuate fully the foregoing resolution; and

BE IT FURTHER RESOLVED that the Board finds that this action is not a “project” as defined by the California Environmental Quality Act (“CEQA”) (California Public Resources Code §21065); and is not a “development” as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 2<sup>nd</sup> day of February, 2017, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **FEBRUARY 2, 2017**

### **Subject:**

**Presentation and Approval of the Amended Preferred Airport Development Plan Concept**

### **Recommendation:**

Adopt Resolution No. 2017-0013, refining the preferred Airport Development Plan Concept Alternative Five and directing staff to continue ADP programmatic planning and environmental analysis, based on the amended preferred alternative identified in the Board presentation and this staff report.

### **Background/Justification:**

#### History

The Airport Development Plan (ADP) is the Airport Authority's planning effort to determine the future needs and plans of San Diego International Airport (SDIA) through the year 2035. Under direction from the Board, the effort began in 2012 with a consultant team led by LeighFisher.

The team began by defining the effort's Goals and Objectives, which were approved by the Board in September 2012. After that Board action, SDIA's forecast of international and domestic aviation activity was prepared. Although the overall ADP effort plans to the year 2035, the aviation forecast was prepared to the year 2050, to correspond to SANDAG's regional plans. The activity forecast was completed in 2012 and approved by the Federal Aviation Administration (FAA) in 2013.

Using the aviation forecasts as a basis, the airport facility requirements for the year 2035 were then prepared in 2013. Examples of facilities for which requirements were developed included: aircraft gates, square footage of terminal space, amount of concessions space, number of parking stalls, amount of cargo space, number of international gates with access to Federal Inspection Services (FIS) facilities, and number of Remain Overnight (RON) aircraft parking spaces.

#### Terminal Alternatives

Using this information, various alternatives were developed in 2014 and 2015 that could accommodate the facility requirements in different ways and to varying degrees. Using information obtained during extensive public outreach, Authority Advisory Committee and Technical Advisory Committee meetings, technical workshops and stakeholder briefings, the alternatives were refined. All the alternatives ultimately incorporate 61 total aircraft gates, as that corresponds to the operations capacity of the airport's single runway (SDIA currently has 51 gates). The alternatives not only replace the 19 gates in

existing Terminal 1 (T1), but also address many other future needs, such as an expanded FIS facility, more auto parking stalls, and additional RON spaces.

Alternatives 1 – 4 were presented to the Board in January 2015. At that meeting, direction was provided by the Board to focus future attention on Alternatives 1 and 4, but not eliminate any alternative.

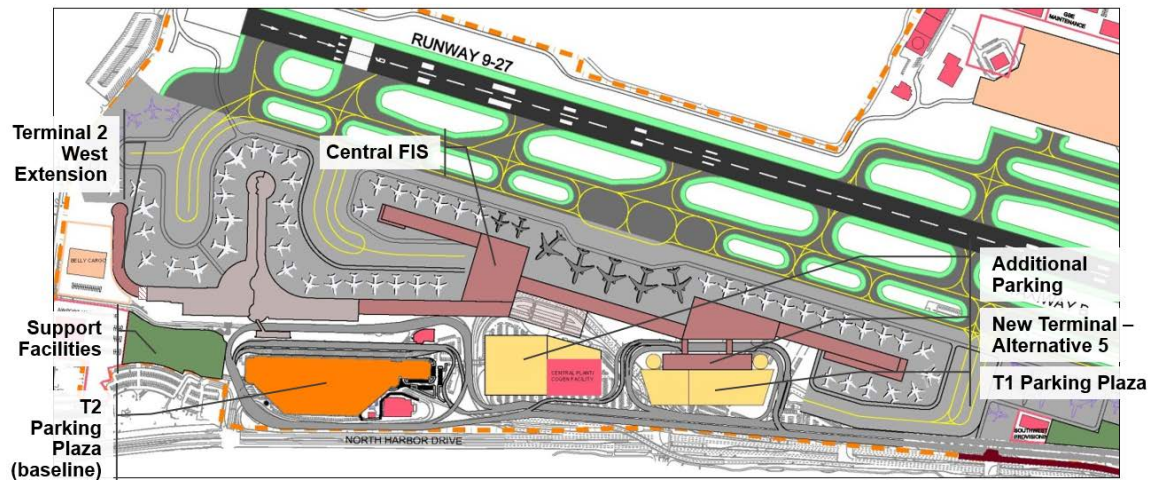
In early 2015, Alternative 5 was added in response to stakeholder input in late 2014 and early 2015, and to address two specific needs:

1. Replace existing T1's 19 gates as quickly and cost-effectively as possible
2. Ensure that the terminal plan could seamlessly accommodate the potential use of Taxiway B as a temporary runway, if needed, for future runway reconstruction.

#### Preferred Alternative

In November 2015, the Board selected Alternative 5 as the preferred alternative and directed staff to continue the ADP process by refining the financial feasibility plan, performing the environmental analysis, and developing a regionally-accepted Airport Access Road concept. [Board Resolution 2015-0125]

## Alternative 5 - Ultimate Configuration





## Concept Refinements

Since November 2015, the ADP team has been developing the environmental analysis and phasing and implementation plans necessary to move forward. That process has resulted in the following proposed refinements.

1. **Avoiding the California Least Tern Habitat.** The California least tern is a federal and state endangered coastal bird species. Nesting habitat for the California least tern is designated in four ovals adjacent to Runway 9-27, Taxiways B and D at SAN. A Biological Opinion (BO) prepared by the U.S. Fish and Wildlife Service (USFWS) in 1993 requires measures for protecting nesting terns and habitat at SAN. The 1993 BO specifies avoidance and minimization measures to be implemented to ensure that airport projects (e.g., construction projects) do not directly or indirectly impact the California least tern and the designated nesting areas.

In future airfield configurations, Taxiway Bravo is proposed to be realigned to increase the separation to 400 feet which is the standard separation between the runway and the taxiway. However, to avoid impacts to the California least tern nesting sites in the ovals, Taxiway Bravo is proposed to remain in its existing configuration in the east portion of the airfield avoiding an effect on the nesting habitat. In addition, proposed Taxiway Alpha has been truncated to avoid impacts to the California least tern nesting habitat, and the proposed airport facilities on the eastern edge of the airport redesigned to avoid the nesting habitat.

## Plan Avoids California Least Tern



2. Change in Construction Limitations. The original Alternative 5 was designed to ensure that Taxiway Bravo could be used as a temporary runway if necessary for runway reconstruction. As shown in the inset below, in order to clear the Object Free Area (hatched area in inset), gates north of the the new T1 would need to be moved to the next planned phase of T1. This extension to the new T1 would be built and used during runway reconstruction for Group III aircraft such as Boeing 737s. After the runway was reconstructed, the gates north of the new T1 would re-open and the new T1 extension would be available to serve larger Group V aircraft in conjunction with the central FIS.

A runway reconstruction study completed in 2015 determined that SAN's single runway can be rehabilitated in place over a number of years, and that Taxiway Bravo is not needed as a temporary runway during construction. As a result, the flightline no longer needs to be offset to allow Taxiway Bravo to be used as a temporary runway.

## Runway Reconstruction



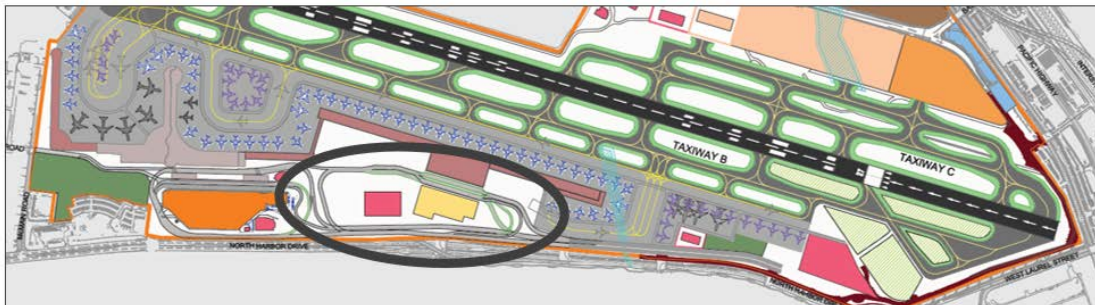
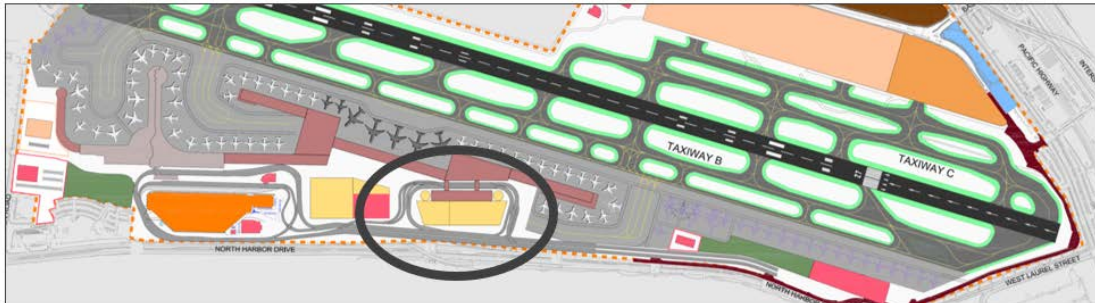
3. Federal Inspection Service (FIS) Relocated. Alternative 5 featured a central FIS; however, that facility was not planned for implementation until approximately 2035. International arrivals have grown dramatically and are anticipated to continue to do so. The existing FIS facility can process 350 people per hour; however, more than 650 people are expected in the peak hour in June 2017. Consequently, there is an immediate need for a larger FIS that cannot be accommodated in the original design until 2035, and the Board will consider moving the FIS to Terminal 2 West (T2 West) in March 2017 in order to best serve our passengers. The relocation of the FIS provides the opportunity to straighten the flightline, which provides significant operational efficiencies, a cleaner design, and avoids the creation of taxiway alleyways.

## Federal Inspection Services (FIS)



4. Terminal Roadways Realigned. Alternative 5 featured a clockwise roadway system that was necessary due to site geometry. With the FIS and associated widebody aircraft shifted to T2 West, the T1 processor was able to shift to the west providing the opportunity to realign the roadway in a more conventional layout.

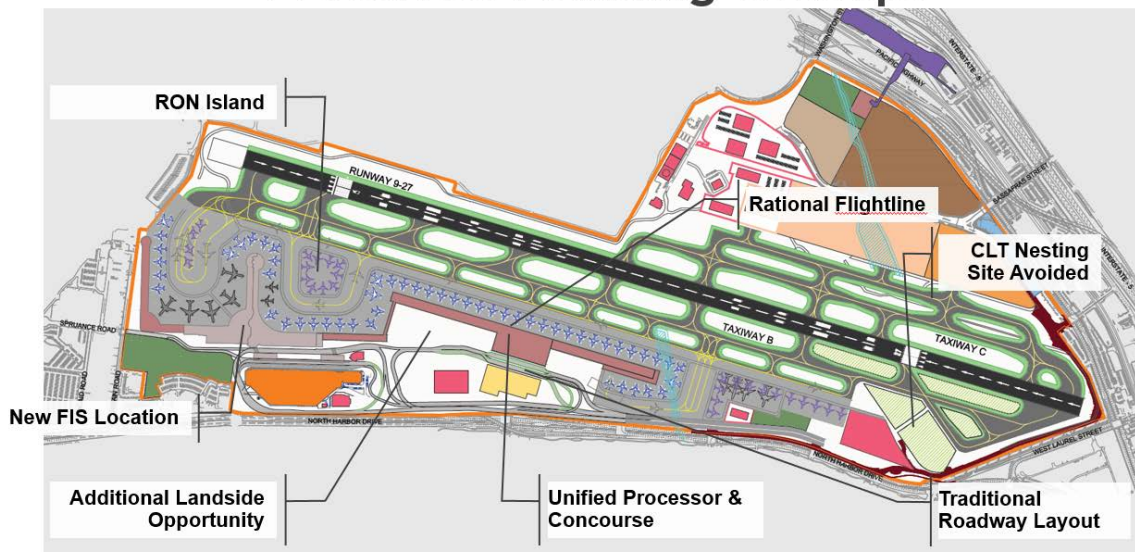
## Terminal Roadway



The result of these proposed revisions is the preferred planning concept. This refined concept has the following benefits:

- Avoids the California Least Tern Habitat, respecting a federally protected endangered species and simplifying necessary environmental analysis
- Offers the potential for non-airline revenue producing commercial development
- Features a more efficient flightline, and avoids taxiway alleyways
- Simplifies the roadway layout
- Provides near-term FIS expansion
- Provides additional Remain Overnight aircraft parking spots

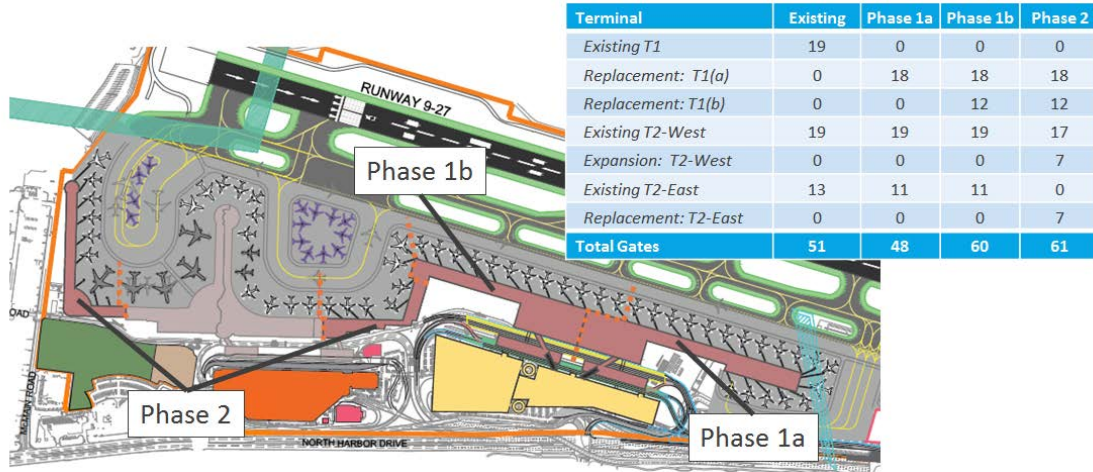
## Preferred Planning Concept



### Program Definition

Refinement of the preferred alternative continues through the program definition process. During this phase the entire program is validated and implementation planning begins. This process has resulted in further proposed refinements as staff work with U.S. Customs and Border Protection and other agencies to define exactly how the new terminal will operate. Terminal and roadway refinements also continue. The Amended Preferred ADP Concept presented for Board consideration is illustrated below.

## Construction Phasing Amended Preferred ADP Concept



### Environmental and Coastal Review

State Environmental/California Environmental Quality Act (CEQA) - Preparation of a Draft Environmental Impact Report (EIR) is underway and a Notice of Preparation (NOP) is available. Public scoping meetings are scheduled for Tuesday, January 31 and Wednesday, February 1 from 3:00 pm to 7:00 pm in the SDCRAA Board room.

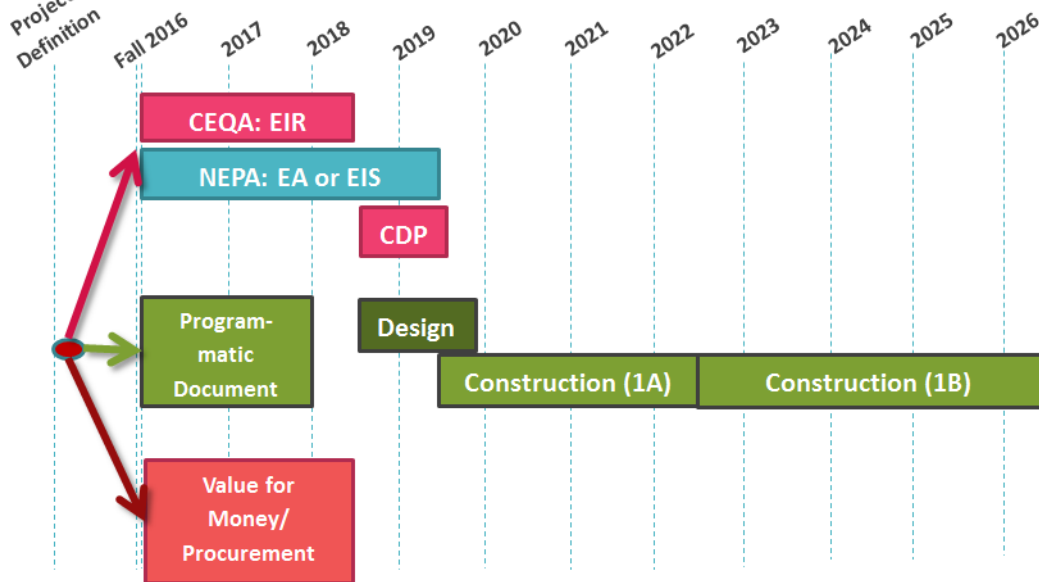
Federal Environmental/National Environmental Policy Act (NEPA) – With the development of the project description, the SDCRAA is beginning coordination with the FAA. The DCRAA anticipates that avoiding direct impacts to the California least tern nesting habitat will allow the FAA to prepare an Environmental Assessment.

California Coastal Commission – After a Final EIR is certified, an application for a coastal development permit will be submitted.

### Anticipated Schedule

The ADP team is concurrently working on the environmental analysis, programmatic documentation, and a value for money assessment. After completion of all environmental analysis, construction is anticipated to begin in mid 2019 with the first 15-18 gates of the new T1 open in 2022 and an additional 12 gates (for a total of 30 gates in T1) open in 2026.

## Anticipated Schedule Phases 1A and 1B



### Authority Strategies:

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy
- Customer Strategy
- Employee Strategy
- Financial Strategy
- Operations Strategy

### Fiscal Impact:

ADP Staff is currently determining project costs relating to the Preferred ADP Concept. A value for money (VFM) analysis is underway, which will help staff determine the best procurement method to recommend for delivery of the program. It is expected to be completed by the end of Fiscal Year 2017. In addition, staff continues to work closely with the airlines in advancing terms of a new Airline Operating Agreement (AOA). An ADP plan of finance will be developed that will encompass delivery method, updated AOA terms, and impact to Authority metrics. It is expected that the ADP plan of finance will be brought to the Board for discussion by the end of Calendar Year 2017.

### Environmental Review:

- A. State Environmental Review: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Application of Inclusionary Policies:

Not applicable.

Prepared by:

ANGELA JAMISON  
ACTING DIRECTOR, AIRPORT PLANNING & NOISE MITIGATION



RESOLUTION NO. 2017-0013

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY, REFINING THE PREFERRED  
AIRPORT DEVELOPMENT PLAN CONCEPT  
ALTERNATIVE FIVE AND DIRECTING STAFF TO  
CONTINUE ADP PROGRAMMATIC PLANNING AND  
ENVIRONMENTAL ANALYSIS

WHEREAS, the Airport Development Plan (ADP) is the master planning effort of Authority staff and the consulting firm of LeighFisher to determine the future needs and plans of San Diego International Airport (SDIA) through 2035; and

WHEREAS, Goals and Objectives of the ADP were approved by the Board in September 2012; and

WHEREAS, requirements for airport facilities were prepared in 2013 based upon forecasts of domestic and international aviation activity for 2035 and extrapolated to 2050 to correspond with SANDAG's Regional Transportation Plan; and

WHEREAS, four ADP alternative concepts were developed through a process of extensive public outreach, Authority Advisory Committee and Technical Advisory Committee meetings, technical workshops and stakeholder briefings; and

WHEREAS, Alternatives 1 through 4 were presented to the Board in January 2015, and the Board directed staff to not eliminate any Alternative, but to focus on Alternatives 1 and 4; and

WHEREAS, in early 2015, Alternative 5 was added in response to additional stakeholder input; and

WHEREAS, the Board selected Alternative 5 in November 2015 as the preferred alternative concept [Board Resolution 2015-0125]; and

WHEREAS, additional information and stakeholder input since the Board's selection of Alternative 5 as the preferred alternative concept has made necessary some refinements to the concept design as originally presented; and

WHEREAS, these refinements would avoid impacts to nesting sites of the California least tern; recognize Runway 9/27 rehabilitation can take place without need of Taxiway Bravo as a temporary runway during construction; relocate the Federal Inspection Service (FIS) facility to better serve passenger demand; and realign Terminal 1 and its associated roadway to correspond to the FIS relocation; and

WHEREAS, the validation and implementation process of program definition continues to refine planned construction phasing and terminal operations;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby directs staff to continue the ADP process to include the aforesaid refinements to ADP Concept Alternative 5 as the preferred Alternative; and

BE IT FURTHER RESOLVED that the Board hereby directs staff to continue the ADP process by continuing to refine the planning and environmental analysis, based on the amended, preferred ADP Concept Alternative 5; and

BE IT FURTHER RESOLVED that the San Diego County Regional Airport Authority and its officers, employees, and agents are hereby authorized, empowered, and directed to do and perform such acts as may be necessary or appropriate to continue the ADP process, including the necessary CEQA and NEPA process; and

BE IT FURTHER RESOLVED the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106); and is not subject to National Environmental Policy Act ("NEPA").

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 2<sup>nd</sup> day of February, 2017, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

---

TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

---

AMY GONZALEZ  
GENERAL COUNSEL



# Presentation and Approval of the Amended Preferred Airport Development Plan Concept

February 2, 2017

Presented by:

Angela Jamison

Acting Director, Airport Planning & Noise Mitigation



# Staff Request

Provide direction to continue ADP programmatic planning and environmental analysis, based on the amended preferred alternative

# Agenda

**1** Board Approved Concept

**2** Concept Refinement

**3** Program Definition

**4** Environmental Status

**5** Schedule





1

# Board Approved Concept



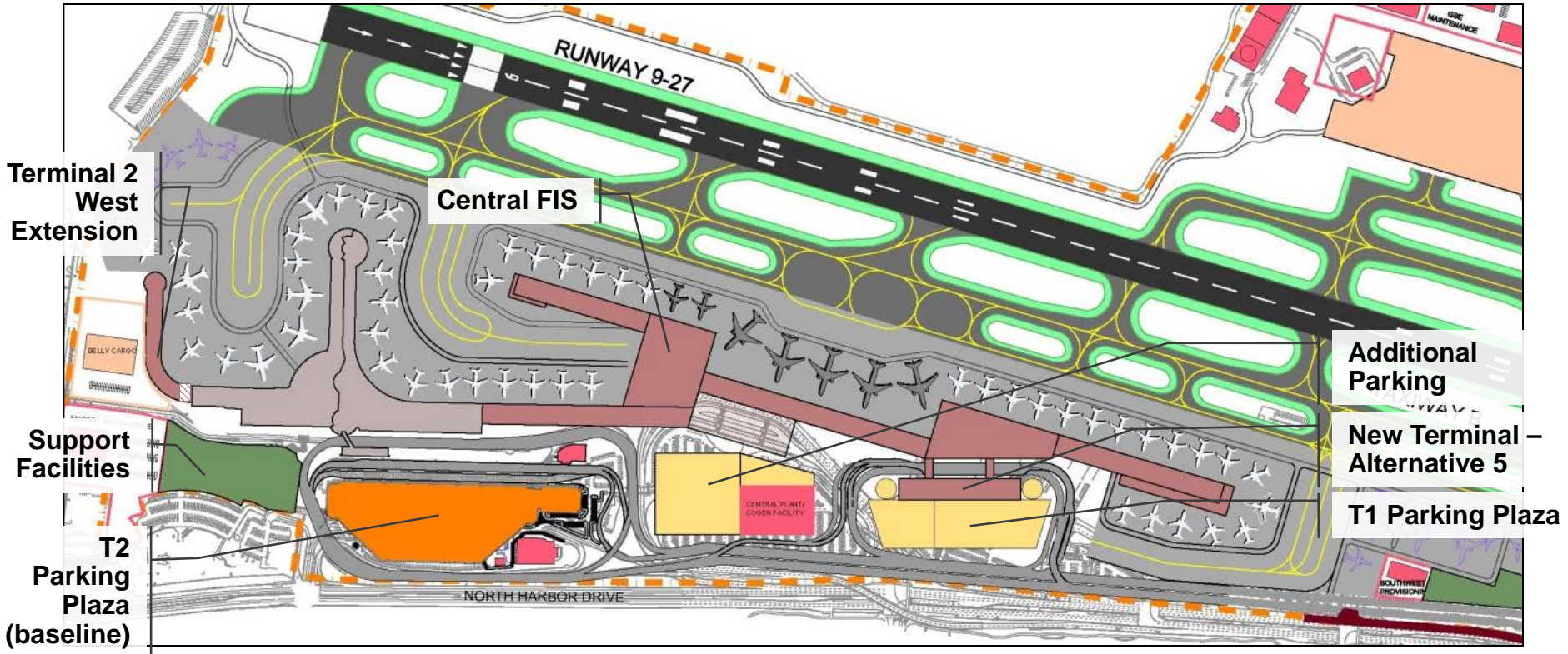
**SAN DIEGO**  
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# Alternative 5

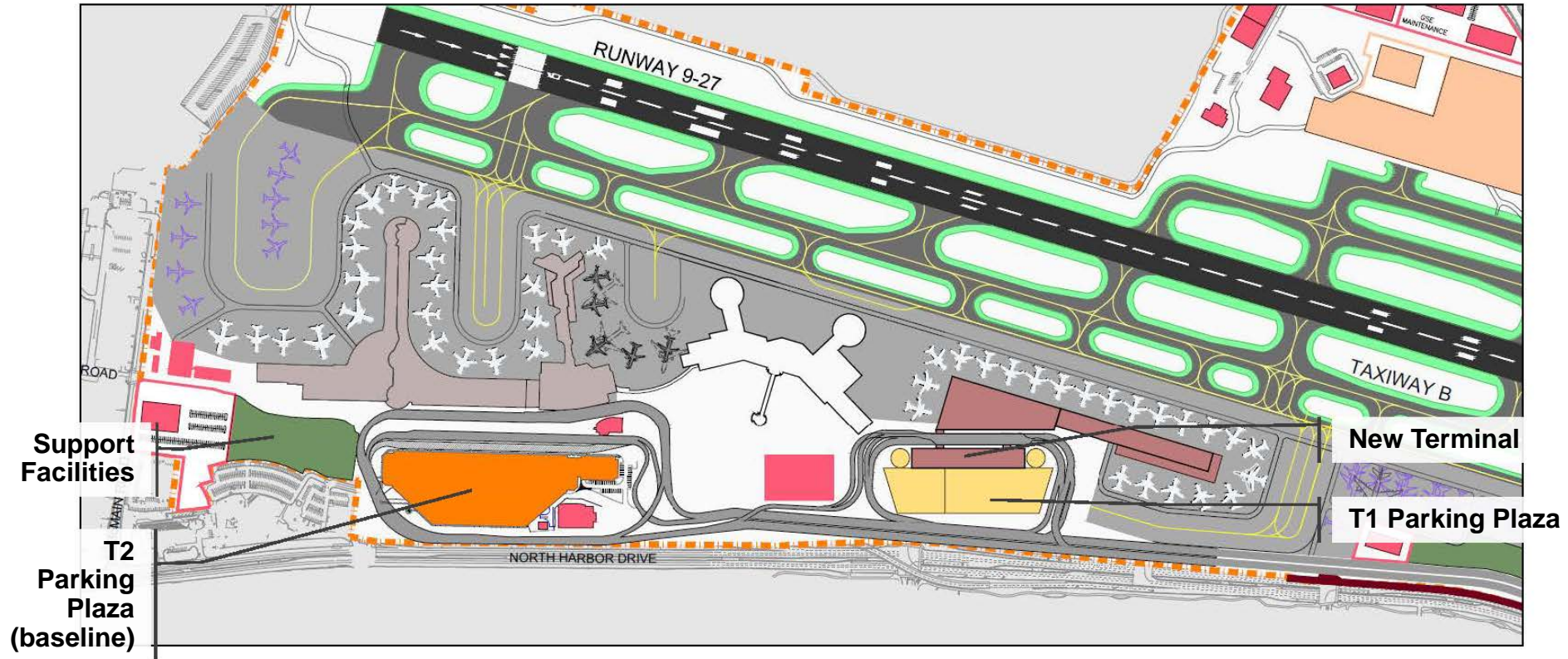
- **In November 2015, the board approved a terminal concept (Alternative 5) largely based around the following criteria:**
  - Build new aircraft gates by 2024 or earlier (if feasible)
  - Provide 12 narrow body gates in Phase 1
  - Provide a solution compatible with runway reconstruction
  - Minimize costs and temporary facilities
  - Provide a centralized FIS



# Alternative 5 - Ultimate Configuration



# Alternative 5: Phase 1





2

## Concept Refinements



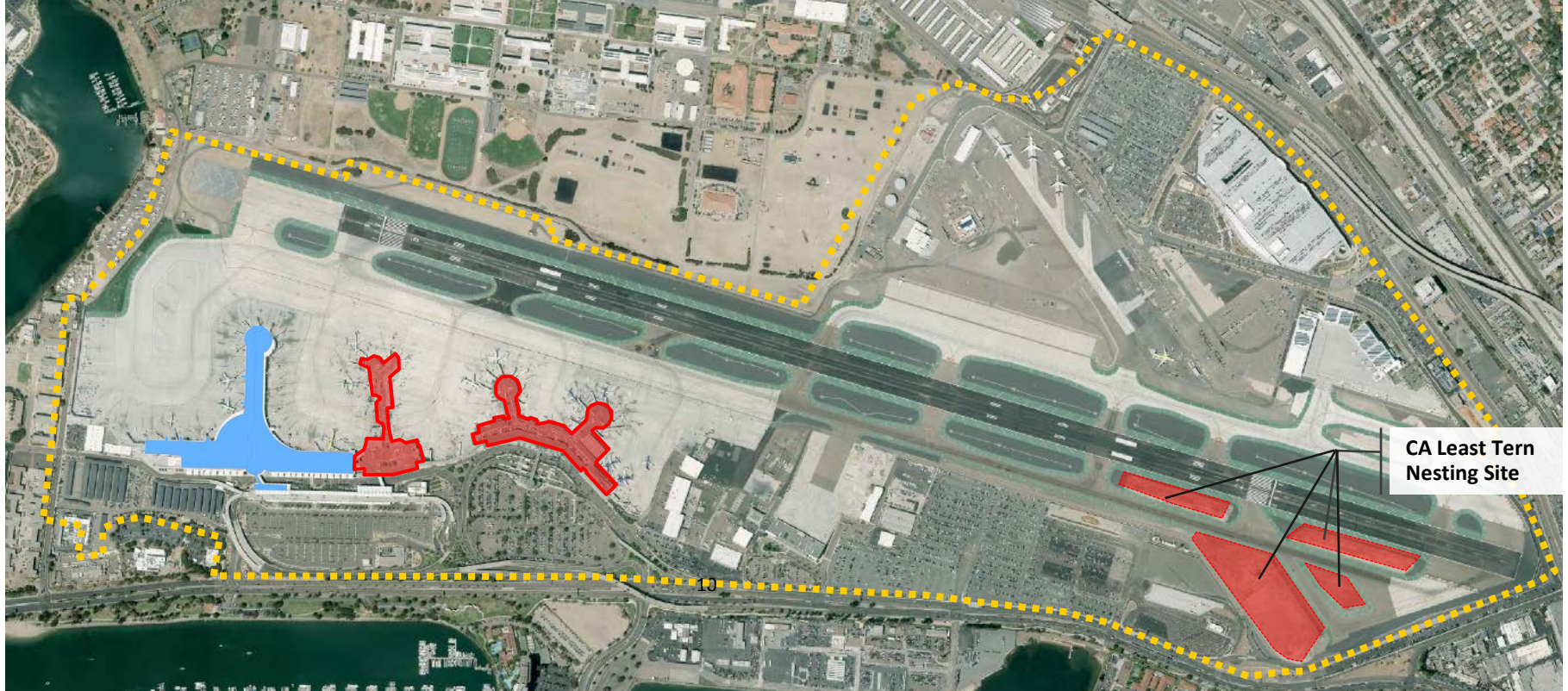
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# New Planning Decisions & Impacts

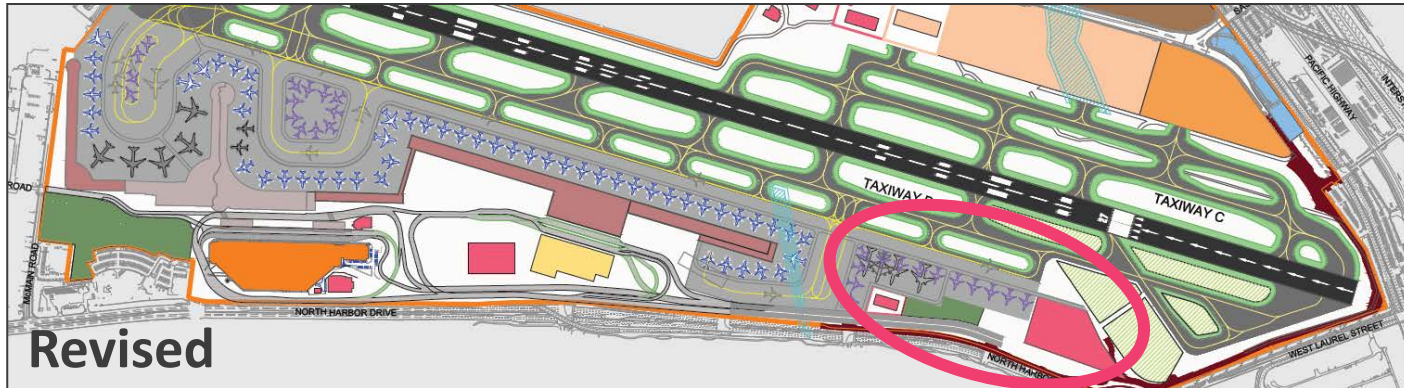
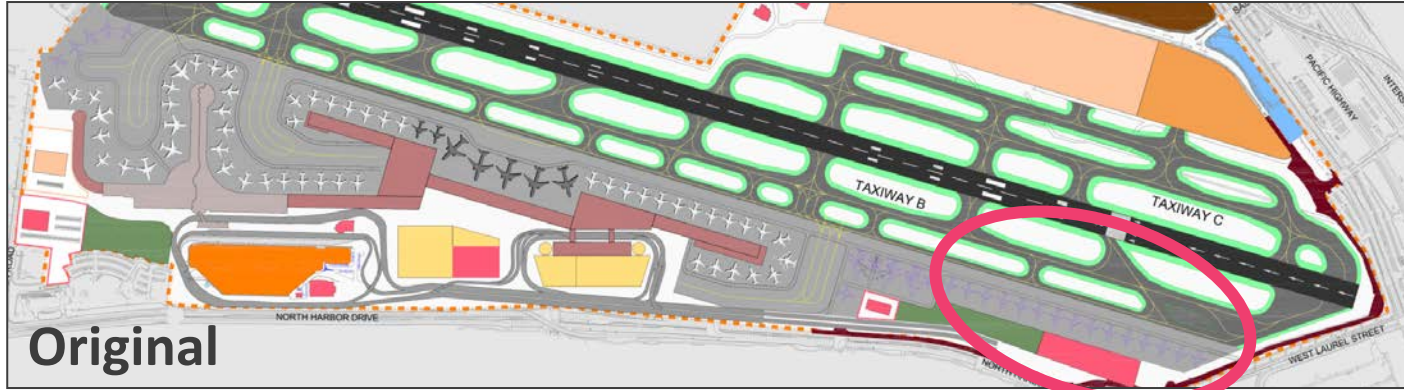
## *California Least Tern*

- **Decision: California Least Tern Habitat Avoided**
  - Avoid nesting sites in ovals
- **Impact: Taxiway B & Taxiway A Modified**
  - Taxiway B to be realigned to FAA standards west of the Least Tern habitat
  - Taxiway A truncated to avoid impacts to nesting site
  - Eastern facilities reconfigured

# Existing Airfield (CA Least Tern Nesting Site)



# Plan Avoids California Least Terns



# New Planning Decisions & Impacts

## *Construction Limitations*

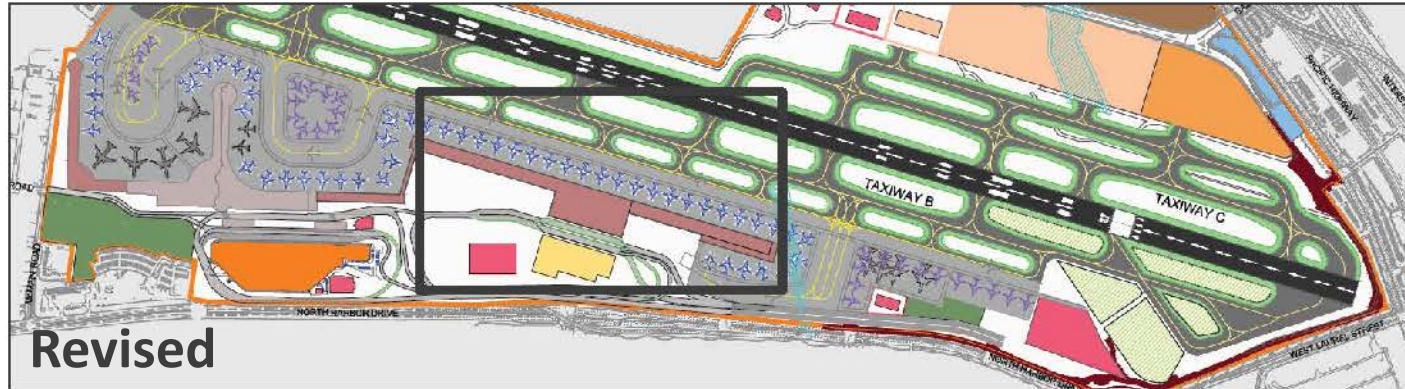
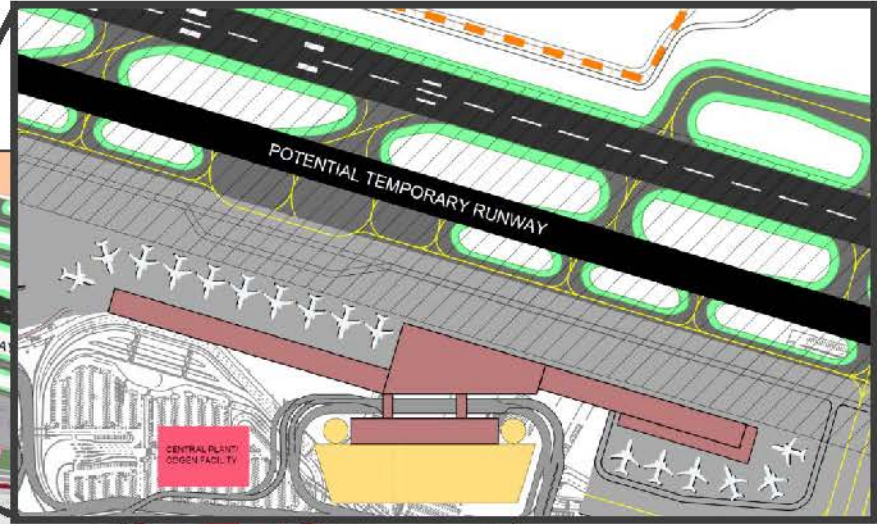
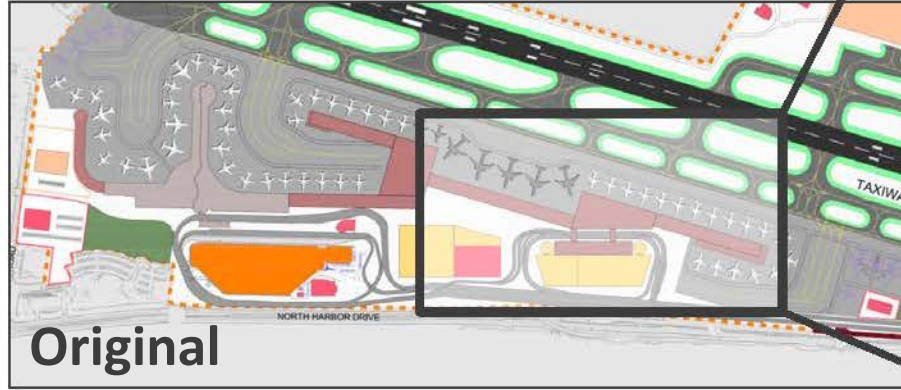
- **Decision: Runway Reconstruction**

- Taxiway Bravo not needed as temporary runway for runway reconstruction

- **Impact: Revised Terminal Flightline**

- Flightline no longer needs to be offset to allow room to use Taxiway Bravo as a temporary runway

# Runway Reconstruction





# New Planning Decisions & Impacts

## *Federal Inspection Services*

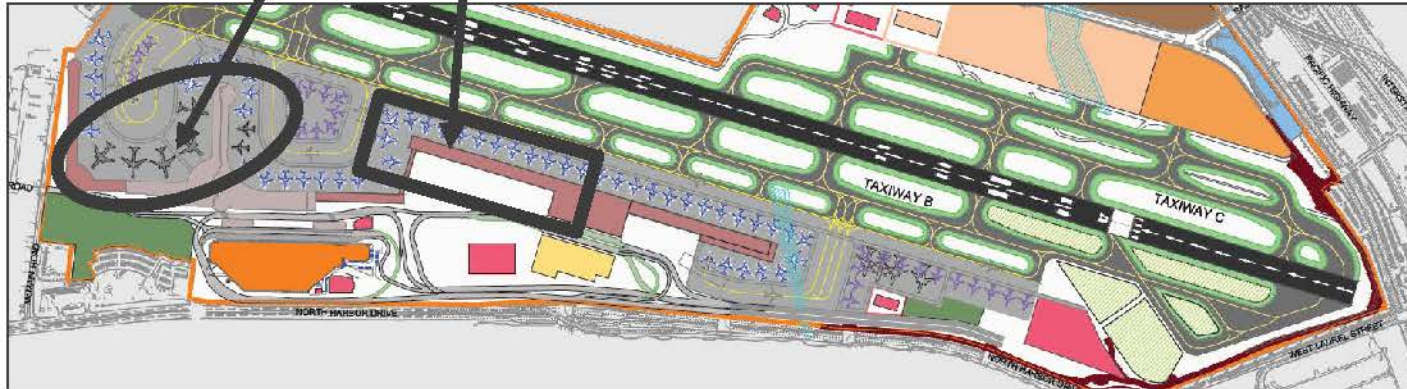
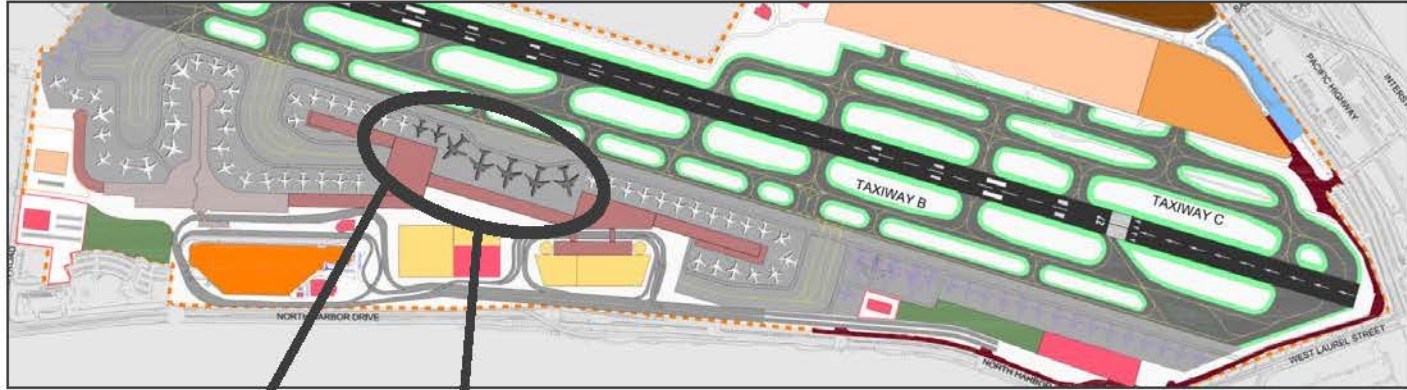
- **Decision: Relocate the FIS from New T1**

- All ADP concepts were planned to accommodate the FIS in a central location in the new Terminal 1.

- **Impact: Revised Terminal Flightline**

- Shifts widebody aircraft from new T1 to T2 West
- Allows for an improved flightline and eliminates the alleyway on the western edge of replacement T1
- Creates additional land side opportunities on the south side of the new terminal

# FIS

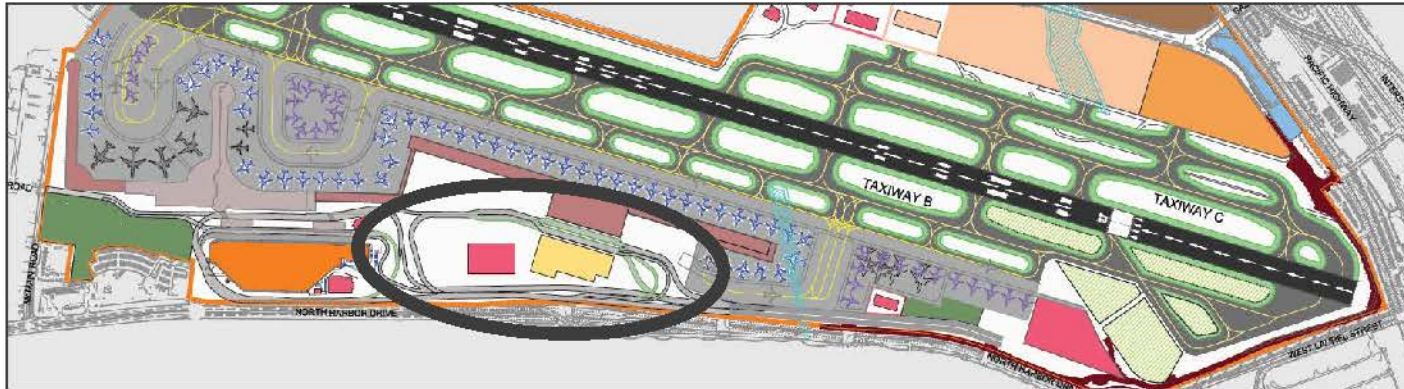
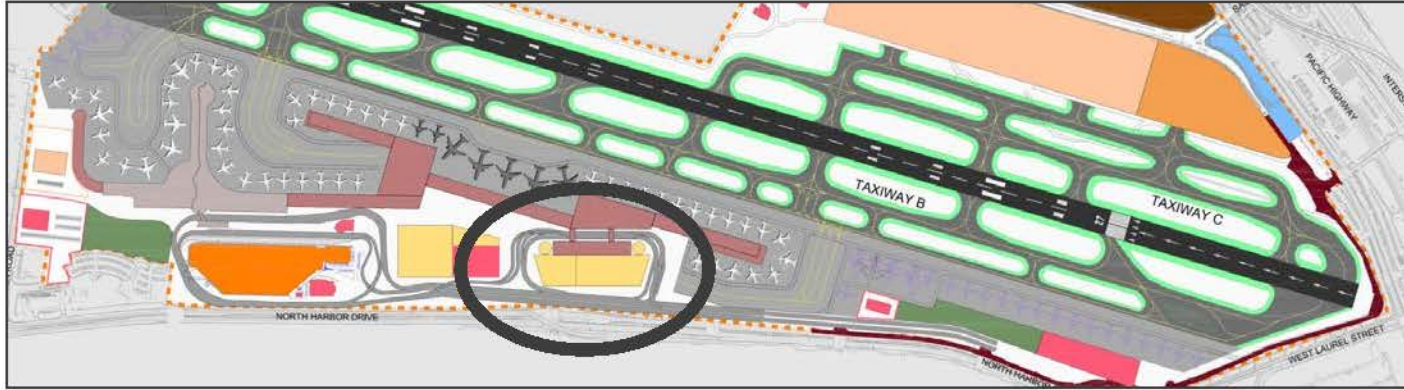


# New Planning Decisions & Impacts

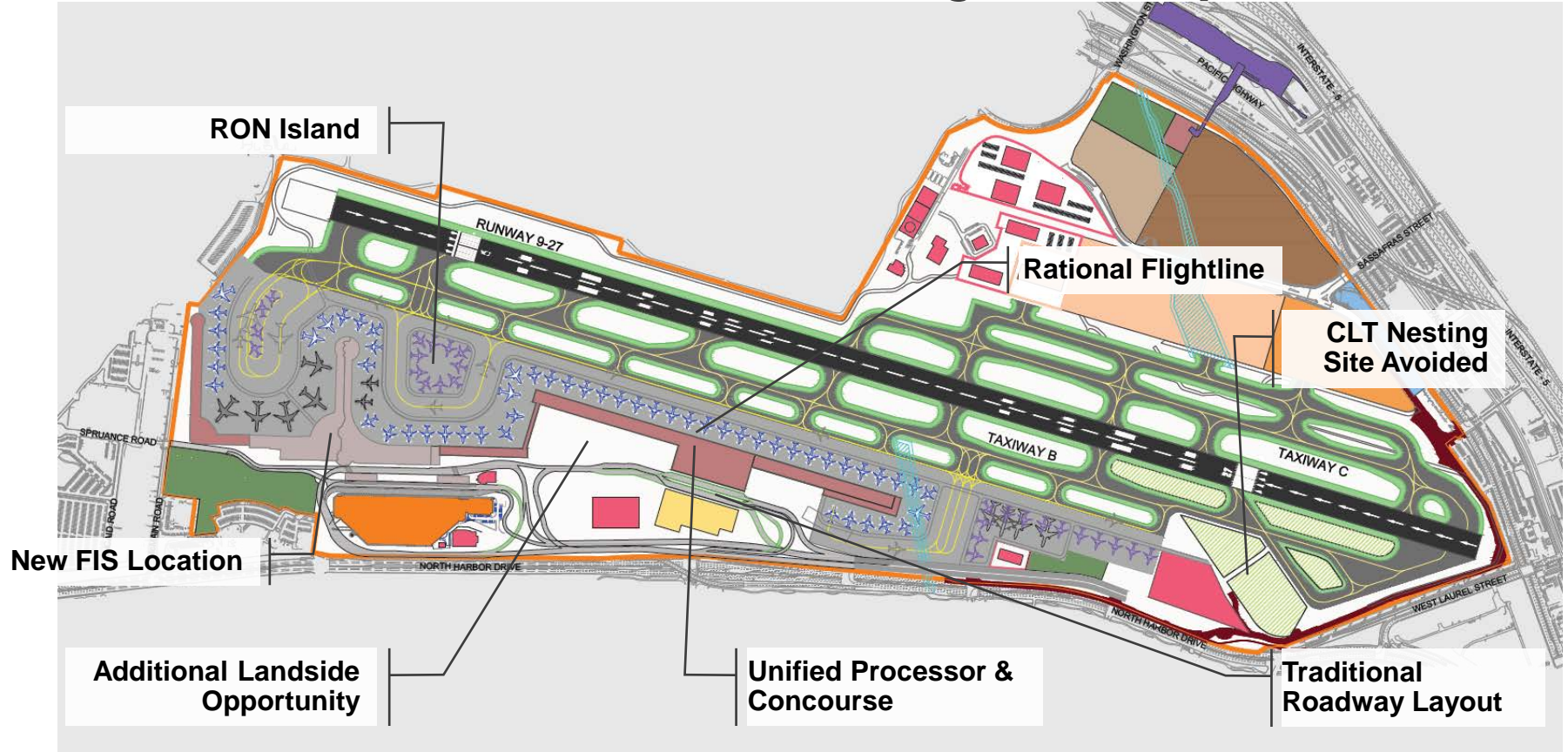
## *Terminal/Roadways*

- **Decision: Terminal/Concourse Unified**
  - Terminal shifted to the west allowing an improved airport experience for passengers
- **Impact: Roadway Straightened**
  - Terminal 1 gates impacted requiring airline coordination
  - The terminal roadway loop would operate much as it does today

# Terminal Roadway



# Preferred Planning Concept





3

# Program Definition Refinements



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# Program Definition Status

- **Terminal Refinements**
  - Programmatic documents continue to define the terminal and concourse scope (for Phase 1) based upon the Preferred Planning Concept
- **Roadway Refinements**
  - Additional opportunities to reuse as much as possible of the existing T1 roadways are being explored as well as options to configure the new terminal roadways similar to the design at Terminal 2
- **Support Facilities Refinements**
  - Now addressing program definition for phasing and implementation

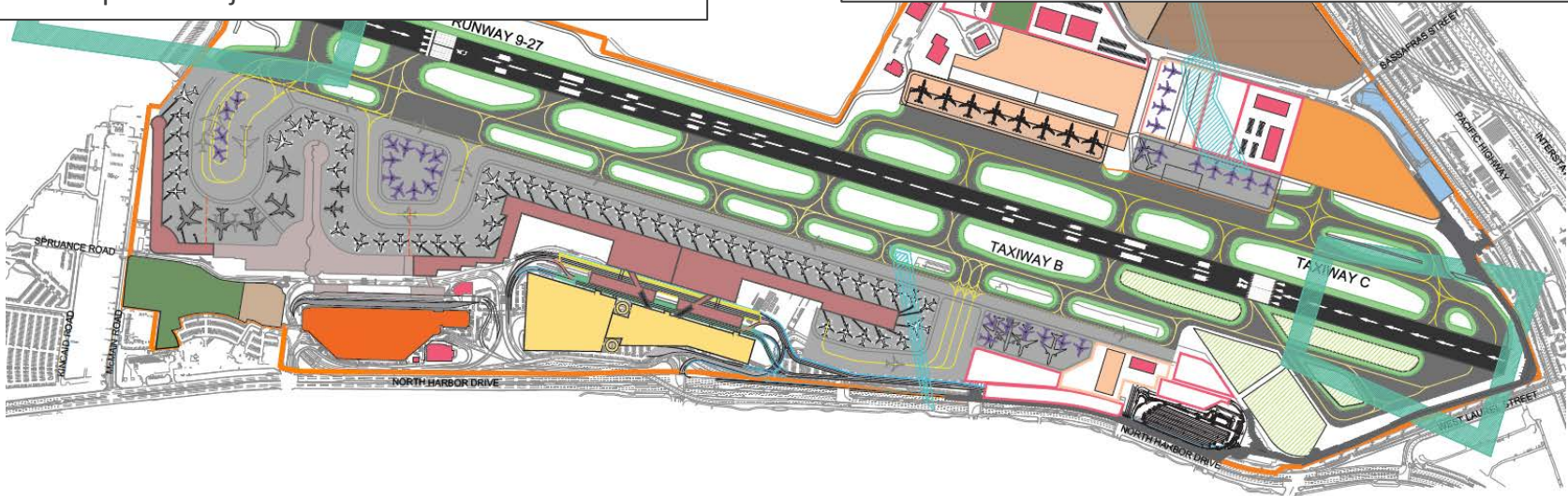
# Refined Terminal/Roadway Facilities

Terminal 1 Roadways further refined:

- Traditional (Counter-clockwise) traffic flow allows for standard pickup and drop off
- Utilization of some existing Terminal 1 roadways allows for simpler implementation phasing
- Additional opportunity for Commercial development adjacent to terminal area

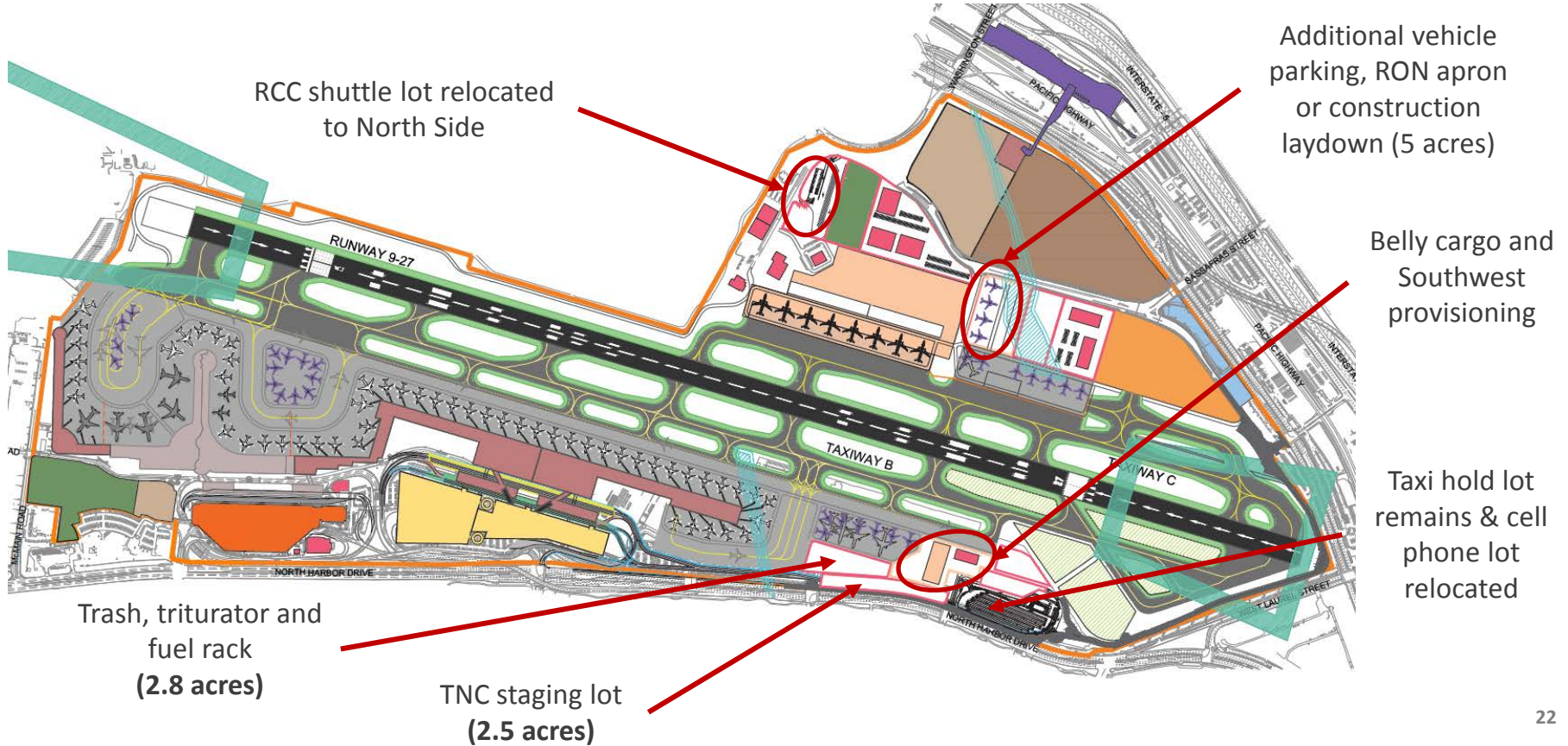
Terminal Processor Phased in two parts with revised passenger flows:

- Allows additional roadway width for consistent flow between Terminals
- Centers the final processor on the concourse (minimizing walking distance)



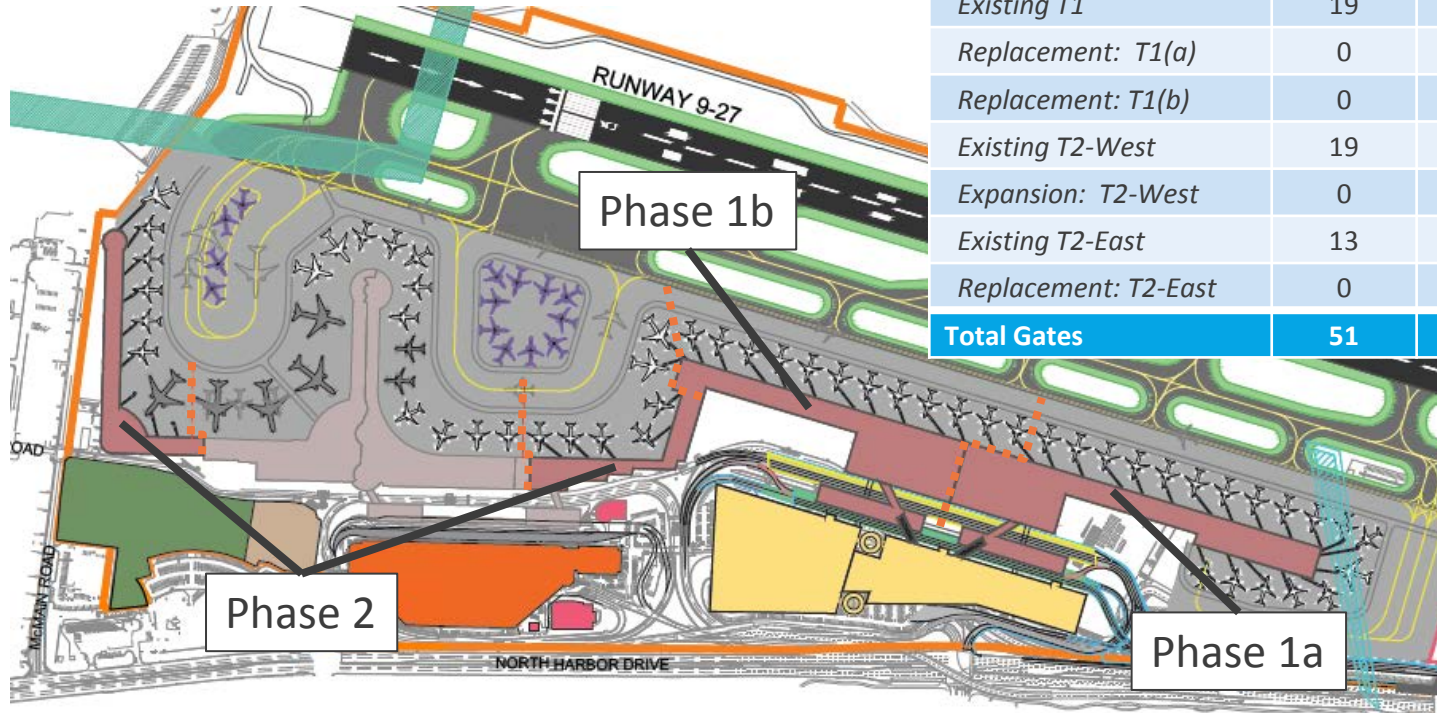


# Cargo and Airport Support Facility Plan



# Construction Phasing

## Amended Preferred ADP Concept



Terminal	Existing	Phase 1a	Phase 1b	Phase 2
Existing T1	19	0	0	0
Replacement: T1(a)	0	18	18	18
Replacement: T1(b)	0	0	12	12
Existing T2-West	19	19	19	17
Expansion: T2-West	0	0	0	7
Existing T2-East	13	11	11	0
Replacement: T2-East	0	0	0	7
<b>Total Gates</b>	<b>51</b>	<b>48</b>	<b>60</b>	<b>61</b>



4

# Environmental and Coastal Review



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# ADP Environmental and Coastal Review

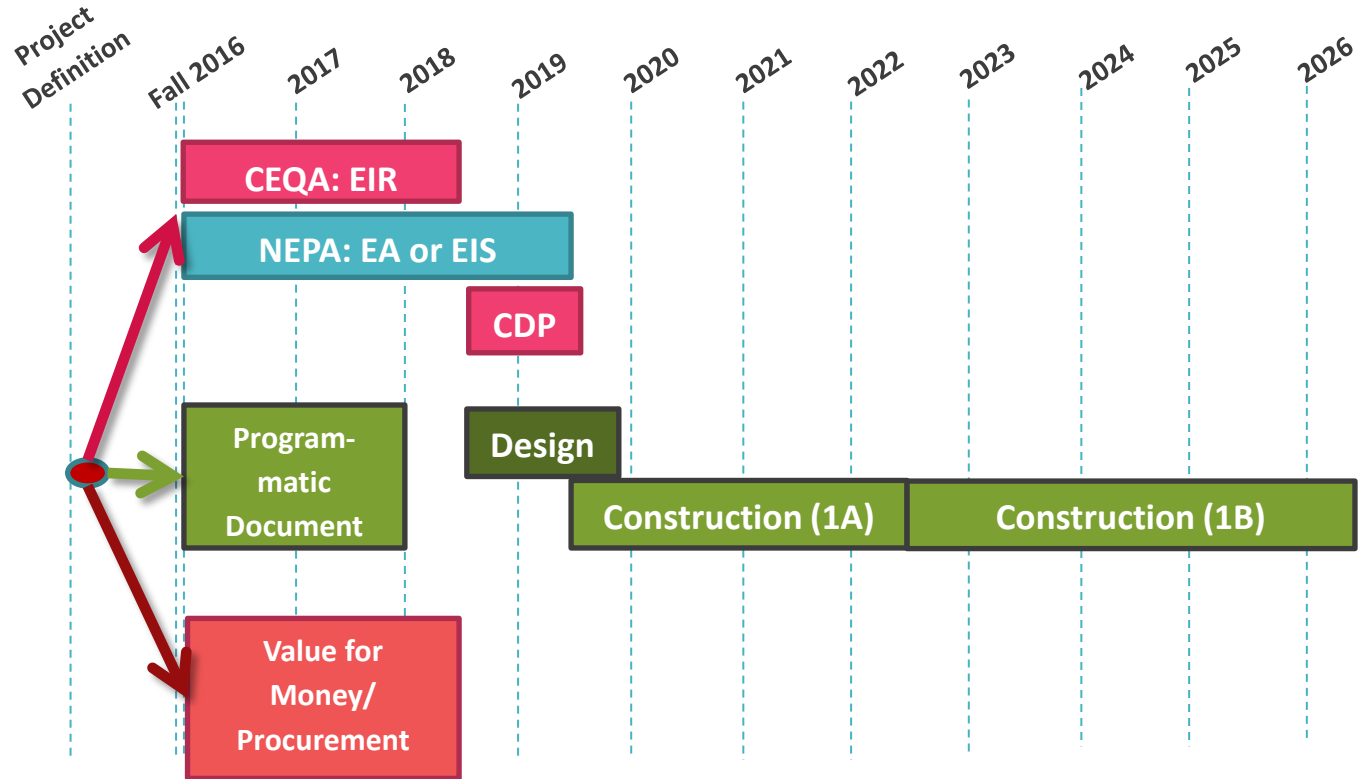
- **State Environmental/CEQA**
  - Preparation of Draft EIR underway
  - Notice of Preparation available/ public scoping for Draft EIR
  - Scoping Meetings:
    - Tuesday, January 31: 3PM to 7PM
    - Wednesday, February 1: 3PM to 7PM
- **Federal Environmental/ NEPA**
  - Coordination with FAA
  - Avoiding impacts to California Least Tern nesting habitat under the Federal Endangered Species Act
- **California Coastal Commission**
  - Begin coordination with CCC Staff
  - After EIR is certified, then submit application for coastal development permit

5

# Schedule



# Anticipated Schedule Phases 1A and 1B

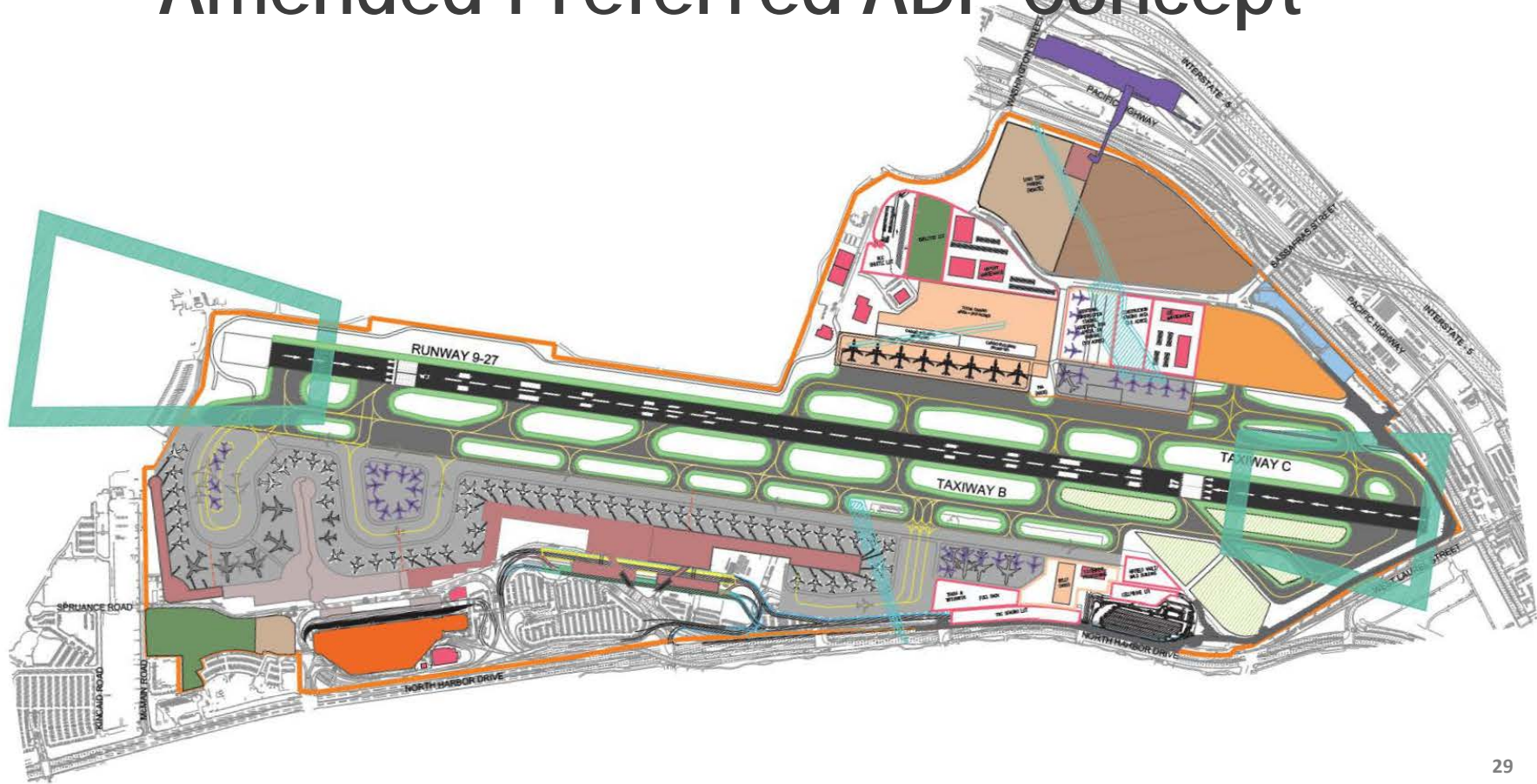




# Staff Request

Provide direction to continue ADP programmatic planning and environmental analysis, based on the amended preferred alternative

# Amended Preferred ADP Concept





# Questions?



## **STAFF REPORT**

Meeting Date: **FEBRUARY 2, 2017**

### **Subject:**

**Taxi and Vehicle-for-Hire Operating Strategy Report**

### **Recommendation:**

Receive the report and possible action.

### **Background/Justification:**

#### GT Operating System

The SAN ground transportation system is made up of the airport roadways, terminal curbside, commercial mode transportation islands, hold lots and staging areas, parking lots, transit and shuttle systems, and traffic and technology infrastructure. Ground transportation systems require constant monitoring to ensure the smooth and efficient movement of people on and off of the airport.

The Airport Cooperative Research Program (ACRP) is an industry-driven, applied research program that develops near-term, practical solutions to problems faced by airport operators. ACRP is managed by the Transportation Research Board (TRB) of the National Academies of Sciences, Engineering, and Medicine and is sponsored by the Federal Aviation Administration (FAA). The research is conducted by contractors who are selected on the basis of competitive proposals.

ACRP recently promulgated Report 146: Commercial Ground Transportation at Airports: Best Practices. This guidebook on ground transportation describes best practices for managing commercial ground transportation operations. It addresses models that help deliver high quality customer service, are easy to implement, and provide good economic value to the providers. The report states:

*Managing and controlling commercial ground transportation is a challenge faced by most airports, regardless of their size and location - and the nature of this challenge is changing. Airport operations and traditional transportation services are attempting to adjust to the service offered by Transportation Network Companies. Community leaders and airports are also becoming increasingly sensitive to the environmental implications of commercial ground transportation services, including opportunities for increased use of alternative fuel vehicles and reduction in unnecessary trips.*

*Airport staff must attempt to balance the frequently conflicting needs and expectations of customers, commercial vehicle drivers, business owners, local regulatory authorities, and other parties, while also controlling airport curbsides and roadways and managing commercial vehicle staging areas. The amount of airport staff time spent addressing these challenges is often out of proportion to the volume of passengers served. Furthermore, as local authorities reduce the resources available to the regulatory staff that has traditionally overseen and enforced these transportation services or relax long-standing standards, airport staff are encountering increased responsibilities and time commitments.*

*(ACRP Report 146 – Ground Transportation Best Practices, p. 14)*

### GT Operating Goals

The goals of our ground transportation system are to:

- 1) Ensure the safety of the travelling public
- 2) Provide an environment that ensures high quality customer service
- 3) Enable the recovery of airport transportation costs
- 4) Provide economic value to the providers
- 5) Reduce the environmental impact of commercial and private vehicles
- 6) Reduce unnecessary trips on airport roadways
- 7) Ensure alignment with the five airport strategies:
  - a. Community: Be a trusted and highly responsive agency.
  - b. Customer: Achieve the highest level of internal and external customer satisfaction.
  - c. Employee: Achieve the highest level of employee commitment and performance.
  - d. Financial: Enhance the financial position of the Airport Authority.
  - e. Operations: Operate our airport in a safe, secure, environmentally sound, effective, and efficient manner.

### Why we Permit

Industry best practices outline the goals and objectives of airport permitting operations. Regardless of the size of an airport or the complexity of its ground transportation environment, the essential objectives must be addressed:

*Commercial service airports are required to be financially self-sufficient by the FAA. Airport operators consistently attempt to increase their non-airline revenues, a portion of which are generated by the fees paid by the operators of commercial ground transportation businesses. As such, airport sponsors establish policies supporting the charging of appropriate and equitable fees that:*

- 1) *Reflect the business benefit derived by the various classes of commercial ground transportation operators*
- 2) *Encourage the efficient allocation of the limited airport ground transportation facilities among such operators, and*

- 3) *Generate revenues for the airport operator to allow them to recover the costs of providing, operating, maintaining, and enforcing the airport facilities benefitting commercial ground transportation businesses.*

*(ACRP Report 146 – Ground Transportation Best Practices, p. 14)*

SAN, like most airports, requires that all companies wishing to conduct business on airport property, including commercial ground transportation companies, obtain the prior approval of the Authority, in the form of an operating permit. Ground transportation staff must manage these providers under the framework of a workable model that aligns with the operating requirements of the commercial vehicle industry, yet still meets the operating rules and requirements of the Authority; all while maintaining an efficient ground transportation system.

By signing an airport permit, the company formally indicates that it has agreed to abide by all applicable airport rules and regulations, comply with standards governing the company's vehicles and drivers, and pay applicable airport fees.

In support and in accordance with these goals, SAN uses the permit application process to examine the necessary documents, vehicles, drivers, and other requirements, in order to:

- 1) Ensure compliance with safety guidelines
- 2) Ensure compliance with airport rules and regulations
- 3) Ensure compliance with airport codes and policies
- 4) Identify commercial mode vehicles and personnel
- 5) Improve customer service and efficiency of the system
- 6) Ensure environmental compliance
- 7) Enable the Authority to be self-sustaining as required by 49 U.S.C. §47107(a)(13) and Grant Assurance 24

Permitting vehicles also allows airport staff to confirm the company's business structure, compliance with state and local requirements, and compliance with insurance requirements.

#### Permitted Modes

The Authority currently permits the following commercial vehicle modes annually:

- 1) Taxis
- 2) Vehicles for Hire (VFH)
- 3) Hotel/Motel Courtesy Shuttles
- 4) Off-Airport Parking Courtesy Shuttles (OAP)
- 5) Charter/Limousines (CHARTER)
- 6) Transportation Network Companies (TNC)

The Authority has active permits issued to the following modes, as outlined in the chart below:

<b>Summary of Operator Companies as of Dec 2016</b>		
<b>Mode</b>	<b>Companies</b>	<b>No. of Vehicles</b>
CHARTER	463	1076
HOTEL/MOTEL	34	61
OAP	8	43
TAXI	194	366
TNC	4	Unknown
VFH	19	83

There are other commercial modes operating on airport that we do not currently permit, or for which we may provide a temporary or limited-time permit, including:

- 1) Charter Buses (greater than 25 passengers)
- 2) Special event transportation (Private company vehicles, convention vehicles, special purpose events, and others).

#### Recent Changes to the Ground Transportation Environment

The Airport's Ground Transportation System over the past year has experienced very significant changes and challenges to accommodate the evolving world of commercial transportation. Examples of these changes include:

- 1) New technologies and infrastructure have been put in place to provide taxi, VFH, and OAP companies a more streamlined process to track and bill airport trips.
- 2) A larger hold lot to accommodate the taxi and VFH fleets has been placed into operation.
- 3) Automated dispatch has been implemented for taxi operators with online, real time access to hold lot and transportation island activity.
- 4) The startup of TNCs as an alternative transportation provider. TNCs have changed the way people arrive at and depart from the Airport. This new transportation mode has further impacted the Airport by requiring new, different and increased procedures to manage commercial vehicle operations and enforce regulations. The TNC Pilot Program permit was implemented in July 2015 and concluded on to January 31, 2017. Beginning February 1, 2017, the TNCs will operate under a new permit agreement. The following is a brief description of the TNC and taxicab operations at the Airport:
  - a. TNC trips have increased 102% from 46,000 in December 2015 to 93,000 in December 2016.

- b. Taxicab trips have decreased 10% from 51,000 trips in December 2015 to 46,000 in December 2016.
- c. VFH trips have decreased 21% from 7,011 trips in December 2015 to 5,537 in December 2016.
- d. These changes are summarized in the table below –

<i>Summary of TNC, Taxi, and VFH Trips December 2015 and December 2016</i>						
	<u>Dec-15</u>	<u>% of Total</u>	<u>Dec-16</u>	<u>% of Total</u>	<u>Change</u>	<u>% Change</u>
TNC	46,000	44%	93,000	64%	47,000	102%
Taxi	51,000	49%	46,000	32%	(5,000)	-10%
VFH	7,011	7%	5,537	4%	(1,474)	-21%
Total	<u>104,011</u>	<u>100%</u>	<u>144,537</u>	<u>100%</u>	<u>40,526</u>	<u>39%</u>

- 5) The Taxicab and VFH Memorandums of Agreement (“MOA”) have constructively contributed to the Airport’s commercial vehicle operation. Taxicab availability, customer wait times, and vehicle conversions have improved.

#### Level Playing Field Efforts

The TNCs and taxicabs are regulated by different entities resulting, at times, in different regulatory requirements. TNCs are regulated by the Public Utilities Commission and taxicabs are regulated by MTS. In response to the taxicabs’ request to “level the playing field” between taxicabs and TNCs, the Authority has adjusted the MOAs and permit requirements. The table below outlines the current permit and operational requirements of the Taxi, TNC, and VFH modes.

Ground Transportation Permit Requirements			
Permit Requirement	TAXI	TNC	VFH
Regulatory Agency	MTS	CA PUC	CA PUC
Airport Permit Required	Each Vehicle	Company	Each Vehicle
Individual Vehicle Permit	Yes	No	Yes
Total Companies	450	10	9
Total Vehicles	450	No Limit	No Limit
Vehicle	Commercial	Private	Commercial
Vehicle Age	Less than 10 years	Less than 10 years	Less than 10 years
Vehicle Inspections	Older than 7 years	Older than 7 years	Older than 7 years
Driver Background Checks	Yes	Yes	Yes
Driver "Known Terrorist" Check	Yes	Yes	Yes
Driver "Sex Offender Database" Check	Yes	Yes	Yes
Driver DMV Check	Yes	Yes	Yes
Airport Driver Badge	No	No	No
Sheriff's Placard	Yes	No	No
Company Driver Identification	Yes	No	Yes
Trade Dress	Yes	Yes	Yes
GHG Requirements	Yes	Yes	Yes
Trip Fees	Yes	Yes	Yes
Insurance - Workers Comp	Yes	Yes	Yes
Insurance - Commercial Liability	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Insurance - Auto Liability	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
	<i>Differences Exist</i>		<i>Requirements are similar</i>

Individual operating permit decals are issued to each taxi and VFH vehicle. One operating permit is issued to the TNC company. Taxi vehicle decals are currently limited to a maximum of 450 vehicles. There is no maximum to the number of permitted vehicles for VFH or TNCs. Taxis are required by the MTS to apply for a driver placard issued by the San Diego County Sheriffs department - indicating that the driver has passed a background check. VFH and TNC driver background checks are monitored by the companies and administered by third party background check companies. The results are auditable by the Authority. Taxi and VFH vehicles are required to have commercial registrations and license plates; TNC vehicles are not.

Environmental Efforts

The Authority is continuing its Greenhouse Gas Reduction efforts for all modes consistent with the provisions of the AG MOU and the Vehicle Conversion Incentive Program adopted by the Board in March 2010; and modified in October 2014 to exempt Charter vehicles due to the limited availability of suitable vehicles to meet the requirement.

The Authority recommends that ground transportation providers use the following methods to reduce environmental impact:

- 1) More fuel efficient vehicles (higher miles per gallon)

- 2) Alternative fuel vehicles
- 3) Ride-sharing or Pooling activity

With the termination of the TNC Pilot Program and the implementation of the new permit effective February 1, 2017, TNCs will now be included in the Airport's GHG reduction plan. TNC Vehicles will report the Make, Model, Year, and GHG Rating of fleet vehicles providing transportation services at the Airport - with the goal of measuring and assessing TNC fleet environmental impact for the first eleven month "baseline" period. Starting in April 2018, TNCs will be assessed GHG reduction fees if they do not meet the GHG rating targets as an incentive to reduce environmental impact.

The summary table below shows the current progress of fleet conversion through December 2016.

<i>Ground Transportation - Alternative Fuel Vehicle Summary</i>				
<b>Vehicle Type</b>	<b>AFV</b>	<b>NON-AFV</b>	<b>Grand Total</b>	<b>% Converted</b>
CHARTER	83	993	1076	8%
HOTEL/MOTEL	13	48	61	21%
OAP	40	3	43	93%
TAXI	355	11	366	97%
VFH	60	23	83	72%
TNC	Unknown	Unknown	Unknown	Unknown

### Current Operating Strategy

This Staff Report summarizes several key operational items concerning the Airport's Taxicab and VFH operational strategies and suggests some options for future operational changes.

Currently Charter, Hotel/Motel, Off-Airport Parking, and TNC vehicles are owned and operated by many different companies – each representing their own interests and not aligned with any particular organization or consortium.

Taxi and Vehicle-for-Hire companies are also owned by many different companies. But, for operational reasons Taxis and VFH companies have agreed to be represented by their consortium organizations which have entered into Memorandums of Agreement (MOA) with the Authority. These MOAs outline operating policies, customer service standards, safety requirements, and other operational parameters. The MOAs underscore the importance of creating a closer, more well-defined partnership between the Authority and its ground transportation service providers.

These MOAs were originally developed and signed in March 2011. They were extended in March 2014, and updated and renewed in January 2015. Currently there are five MOA's extant and active, as outlined below:



Operator Type	Consortium	Members Companies
Taxi	<i>ICOA – Independent Cab Owners Association</i>	41
Taxi	<i>SDTA – San Diego Transportation Association</i>	92
Taxi	<i>STXA – San Diego Taxi Association</i>	60
VFH	<i>Cloud 9 / Super Shuttle</i>	1
VFH	<i>SDCASA – San Diego County Airport Shuttle Association</i>	12
VFH	<i>Prime Time Shuttle/Opoli/First Class Transportation</i>	1

The MOAs have worked well to improve operating and customer service standards and have aligned the expectations of Authority Staff and operators.

#### Key Dates and Actions

Authority Staff negotiated and executed MOAs with the Taxi and VFH Modes.

Key dates include:

- March 2011: Two taxicab consortiums (SDTXA and SDTRA) and two VFH (SDCASA and Cloud9/Supershuttle) consortiums entered into MOAs with the Authority.
- March 2014: Staff was directed to extend the MOAs for an additional six months (terminating October 21, 2014).
- July 2014: the Board approved revised MOA standards and requirements.
- July 2014 – September 2014: MOA member and Authority Staff refined and agreed upon the updated standards and requirements.
- December 2014: Updated MOAs were executed by three taxicab consortiums (SDTXA, SDTRA, ICOA) and three VFH consortiums (SDCASA, Cloud9/Supershuttle, Prime Time Shuttle).
- October 2016: Board approves minor language changes to the MOA “violation” section.

- December 2017 – All MOAs set to expire December 31, 2017.

Since these agreements are set to expire in December, it is now time for Authority Staff to begin the process of updating, renewal, amendment, or replacement with another operating model.

Staff is considering several options to ensure the Airport's taxicab and VFH operations and services continue to meet the public's expectations and satisfaction at the lowest cost.

### Operating Strategy Options

*There are three basic types of business arrangements (or models) that airport sponsors use with commercial ground transportation companies. These models . . . are:*

- 1) *Open access*
- 2) *Exclusive access (concession)*
- 3) *Hybrid of these two (current model)*

*Airports typically use an open access model for their business relationships with all courtesy vehicles, prearranged limousines, TNCs, scheduled vans/buses, and charter van/buses. Airports may use either an open or an exclusive (or semi-exclusive) model for their business relationships with taxicabs, shared-ride vans, and on-demand limousines. Each model has its advantages and disadvantages. The key differences are:*

- a) *the airport's ability to control the customer experience and operations, including vehicle and driver standards,*
- b) *the amount of staff effort required to implement and oversee operations, and*
- c) *the amount of competition among companies.*

*(ACRP Report 146 – Ground Transportation Best Practices, p. 7)*

#### 1) Open Access System Characteristics:

- a. All locally regulated permits may serve the airport
- b. There is greater competition among operators
- c. This model frequently leads to an oversupply of taxis or VFH
  - i. Can lead to reduced driver income
  - ii. Can lead to reduced maintenance standards
  - iii. Can lead to reduced customer service
  - iv. Requires increased effort by staff

#### 2) Exclusive Access System Characteristics (Concession):

- a. Airport awards a contract to one or several companies
- b. Competitive bid or proposal to acquire the contract
- c. Concessionaire is responsible for
  - i. Day to day operations
  - ii. On-demand vehicle supply
  - iii. Vehicle, driver, and customer service standards are higher for competitive operation

- d. Reduced staff time
- e. Better customer service
- f. Disadvantages
  - i. Barrier to entry – perceived advantage to incumbent
  - ii. Not all businesses can operate

3) Hybrid Access System Characteristics (Current Operating Model):

- a. Ability to control customer experience and operations
  - i. Ability to set vehicle and driver standards
- b. Amount of staff required to implement and oversee operations is increased
- c. Amount of competition among companies is increased

Operating Strategy – Taxicabs

SAN currently uses a hybrid access model for taxi operations. Staff considered several options to ensure that taxicab operations and services continue to meet the public's expectations and satisfaction at the lowest cost in preparation for the upcoming expiration of the MOA:

**Option 1: Hybrid (Current system/Status Quo)** - Maintain existing taxicab rules, regulations, structure and operations. This option would renew the existing MOAs and maintain the current 450 Airport permits. The hybrid system (limited through Airport restrictions) would continue.

- Advantages:
  - Maintains status quo
  - Provides existing benefit to long-time airport partners
  - Maintains current operational gains and customer service standards and levels
- Disadvantages:
  - GT system is changing rapidly, current situation lacks flexibility to change number of cabs quickly
  - Requires staff time to manage and permit
  - Excludes non-airport taxis

**Option 2: Open Access** - Modify the existing taxicab structure and operation to increase the number of Airport permits, thus increasing the available number of taxicabs. New permits would be issued to city taxicabs meeting the Airport's permitting requirements. An open system would be instituted to a specified number of licensed MTS taxicabs.

- Advantages:
  - Allows more city taxis to participate
  - Allows all MTS taxis to operate on airport to meet peak-time demand
- Disadvantages:
  - May overload hold lot and transportation islands with taxis
  - Increases trips on Harbor Drive
  - Increases dwell time
  - Requires more staff to manage, monitor, and permit

- Lowers economic benefit for existing operators
- May degrade customer experience, GT control, safety, and standards

**Option 3: Exclusive Access (Concession)** - Allow interested taxicab operators/consortiums/companies to bid on an Airport contract with specific provisions for vehicle availability, hold lot and staging area management and dispatch operations, explicit customer wait times and customer service levels, ongoing compliance with Airport’s AG MOU requirements for low emission vehicle (LEV), zero emission vehicle (ZEV), alternative fuel vehicle (AFV) or clean air vehicle (CAV) operations, enhanced driver education, training and professionalism, vehicle and operational technology upgrades and vehicle age limits.

- Advantages:
  - One company manages all taxi operations – accountability
  - Competitive bid process – maintains high customer service and operational standards
  - Reduced staff time
  - On-demand vehicle supply
- Disadvantages:
  - Excludes all but concession-authorized operators
  - May exclude existing operators – barriers to entry
  - Lowers economic benefit for existing operators
  - May be difficult to entice bidders given increases in TNC activity

Taxicab Operations at Other Airports<sup>1</sup>

According to Airport Ground Transportation Association (AGTA), 54% of the U.S. Airports (40 airports) surveyed have an open taxicab entry system. Forty six percent (46%) of Airports surveyed (34 airports) have a closed taxicab entry system. Example airports and their taxicab system include:

Airport	Taxicab System
SFO (San Francisco)	Closed- Permitted City/Local Cabs
LAX (Los Angeles)	Closed- Permitted City/Local Cabs
SNA (Orange County/John Wayne)	Closed- Permitted City/Local Cabs
SJC (San Jose)	Closed- Permitted City/Local Cabs
SAC (Sacramento)	Closed- Permitted City/Local Cabs
PHX (Phoenix)	Closed- Permitted City/Local Cabs
SEA (Seattle/Tacoma)	Closed- Concession
OAK (Oakland)	Open
PDX (Portland)	Open
FLL (Fort Lauderdale)	Open
BNA (Nashville)	Open
AUS (Austin)	Open

<sup>1</sup> Source: Airport Ground Transportation Association (AGTA); Fees and Fares Summary 2014-2016

As of December 31, 2016, the Airport currently has 366 permit decals issued. The permit allocation (by group: All, A, B) is as follows:

<i>SAN Taxi Permits as of December 31, 2016</i>	
<i>Permit Type</i>	<i>Permit Decals Issued</i>
ALL	89
A1	34
A2	34
A3	34
A4	34
B1	34
B2	34
B3	33
B4	34
<b>Sub-total</b>	<b>360</b>
ADA	2
SPARE	4
<b>Total</b>	<b>366</b>

The Airport's current hybrid system allows ONLY taxicabs licensed by the Metropolitan Transit System (MTS) AND holding an Airport permit to pick up passengers. Any taxicab may drop off at the Airport.

#### Staff Recommendation – Taxicab Operations Strategy

Staff recommends Option 1: Maintain the existing taxicab rules, regulations, structure, and operations. Under Option 1, the hybrid system will continue. Expiring MOAs will be updated and renewed before the deadline for an effective date of January 1, 2018; for another three year term.

Staff believes that maintaining the status quo:

- 1) Continues existing benefit to long-time airport partners who have made significant investment to meet the Authority's MOA requirements and GHG reduction efforts,
- 2) Maintains the current operational standards and customer service levels that have been achieved,
- 3) Maintains the current level of taxi vehicles that is already consistently meeting demand,
- 4) Does not require significant changes to existing operations or recent infrastructure improvements, and
- 5) Eliminates the risk of a concession solicitation at a time when the taxi industry is struggling from increased competition from TNCs.

Operating Strategy – Vehicles for Hire (VFH)

SAN currently uses a hybrid access model for VFH operations. Staff considered two options to ensure the Airport's VFH operations and services continue to meet the public's expectations and satisfaction at the lowest cost in preparation for the upcoming expiration of the MOA:

**Option 1: Hybrid (Current System)** - Maintain existing VFH rules, regulations, structure and operations. This option would renew the existing MOA and maintain the current maximum number of VFH companies.

- Advantages:
  - Maintains status quo
  - Provides existing benefit to long-time airport partners
  - Maintains current operational gains and customer service standards and levels
- Disadvantages:
  - GT system is changing rapidly, current situation lacks flexibility to change number of shuttles quickly
  - Requires staff time to manage and permit

**Option 2: Exclusive Access (Concession)** - Allow interested VFH operators/consortiums/companies to bid on an airport contract with specific provisions for vehicle availability, hold lot and staging area management and dispatch operations, explicit customer wait times and customer service levels, ongoing compliance with Airport's AG MOU requirements for low emission vehicle (LEV), zero emission vehicle (ZEV), alternative fuel vehicle (AFV) or clean air vehicle (CAV) operations, enhanced driver education, training and professionalism, vehicle and operational technology upgrades and vehicle age limits.

- Advantages:
  - One company manages all taxi operations – accountability
  - Competitive bid process – maintains high customer service and operational standards
  - Reduced staff time
  - On-demand vehicle supply
- Disadvantages:
  - Excludes all but concession-authorized operators
  - May exclude existing operators – barriers to entry
  - Lowers economic benefit for existing operators

One VFH operator currently operating at SAN has already expressed interest in establishing a concession for the VHF mode.

VFH operations at other airports<sup>1</sup>

Airport	VFH Operators
SFO (San Francisco)	Multiple operators
LAX (Los Angeles)	Multiple operators
SNA (Orange County/John Wayne)	Multiple operators
SJC (San Jose)	Multiple operators
SAC (Sacramento)	Multiple operators
PHX (Phoenix)	Single operator
SEA (Seattle/Tacoma)	Multiple operators
OAK (Oakland)	Multiple operators
PDX (Portland)	Multiple operators
FLL (Fort Lauderdale)	Single operator
BNA (Nashville)	Single operator
AUS (Austin)	Multiple operators

<sup>1</sup> Source: Airport Ground Transportation Association (AGTA); Fees and Fares Summary 2014-2016

Staff Recommendation – VFH Operations Strategy

Staff recommends Option 1: Maintain the existing VFH rules, regulations, structure, and operations. Under Option 1, the hybrid system will continue. Expiring MOAs will be updated and renewed before the deadline for an effective date of January 1, 2018; for another three year term.

MTS City Summary

Please see attached report from Mr. Bill Kellerman, Taxicab Administration Manager for the San Diego Metropolitan Transit System. Mr. Kellerman will provide some information to the Board regarding the recent effort by his agency to allow the issuance of more MTS taxi permits. Mr. Kellerman will also discuss similar industry challenges faced by city taxis operating off-airport.

Attachment A – MTS Outside Agency Presentation\_040615

Attachment B – MTS Taxi Permit Update

Future Challenges

As mentioned earlier, there are many ongoing challenges to the smooth and efficient operation of the SAN ground transportation system. We have already seen the effect of some of these changes:

- 1) Effect of TNCs on airport operations - TNCs have quickly become one of the most widely used ground transportation modes and adjustments have been made to accommodate TNC operations:
  - a. Establishment of TNC hold lot
  - b. Use of the Elevated Departure Roadway and T1 parking lot for pickups
  - c. Changes to permit requirements
  - d. Traffic impact at curbside, T1 parking lot, and the east end of SAN
  - e. TNC's trips are steadily increasing and the future impact on traffic congestion, costs, and other modes will be significant
- 2) Terminal Two East Parking Lot closure and ongoing construction of the T2 Parking Plaza
  - a. We have already begun to see the effect of the T2E parking lot closure on other lots.
  - b. Once opened, the Terminal 2 Parking Plaza may impact Valet operations and the other terminal lots (T1 and T2W Lots), as well as impacting Long Term Lot 1, Economy Lot, and the traffic on airport roadways.
- 3) Roadway Congestion on Harbor Drive is an ongoing challenge to GT operations, especially at peak time, or if there is an accident or other stoppage. With increased enplanements, TNC vehicles, and increases in other mode fleet size, this roadway will become more problematic.
- 4) The Airport Development Plan may impact GT operations significantly
  - a. The construction phase may challenge current roadway configuration, hold lot and staging areas, traffic patterns, and parking activity
  - b. Once complete, increased curb space may require additional enforcement personnel (Airport Traffic Officers), roadway and access planning, a change to the trip and traffic patterns on harbor drive for all modes, consideration of staging area changes, etc.
- 5) Environmental impacts and legislative initiatives may continue to impact GT operations
  - a. As part of the 2016 ZEV Action Plan (p.22) – Airport Shuttle Fleets have already been mentioned as targets for Zero Emissions as early as 2018-2019.
    - i. *“Consider demonstration-phase incentives and subsequent regulations to require purchase and use of medium- and heavy-duty zero-emission technologies in airport ground support equipment, airport shuttles, forklifts in distribution centers, warehouse delivery, rail yards, transport refrigeration units and other applications”.*
  - b. Other commercial modes and Airport owned vehicles may be subject to more stringent environmental requirements in coming years.
  - c. With electrification of vehicles comes the required spending on support infrastructure costs.
- 6) Autonomous and Driverless Cars may also have an impact on airport operations



**Fiscal Impact:**

No fiscal impact.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

MARC NICHOLS  
ACTING DIRECTOR, GROUND TRANSPORTATION

# **SAN DIEGO METROPOLITAN TRANSIT SYSTEM**

## **Taxicab Administration**

Presented by: Bill Kellerman  
MTS Taxicab Administration Manager



# MTS Jurisdiction

MTS Regulatory Inspectors conduct for-hire vehicle enforcement in the following cities:

El Cajon  
La Mesa  
Poway  
Santee

Imperial Beach  
Lemon Grove  
San Diego

Areas not under MTS jurisdiction include:

Coronado  
Chula Vista  
National City

Escondido  
Sheriff's contract cities  
Unincorporated areas



Taxicab Administration Administrative and Enforcement Sections are found in:

# MTS Ordinance 11



Over 1,200 vehicles are regulated pursuant to this ordinance



# Regulatory Inspectors

- MTS Taxicab Enforcement Officers are public officers with powers of arrest per 836.5 PC
- Receive training in laws of arrest (832 PC Course)
- Some are certified as TLO's (Terrorism Liaison Officers)
- Regulatory Inspectors are cross-trained as vehicle inspectors and enforcement officers
- Conduct undercover operations in order to encourage compliance and deter illegal activity



# Regulatory Analysts

- Process permit applications
- Conduct background investigations
- Investigate passenger complaints
- Notify Sheriff's personnel of driver misconduct
- Issue suspension and revocation notices
- Attend appeal hearings
- Process transfer requests
- Monitor MTS Customer Complaint Line.
- Maintain Taxi Admin & Customer Complaint Databases



## Taxicab Administration staff work with law enforcement in various capacities:

- Provides support to law enforcement by enforcing applicable ordinances and codes for all “for-hire” vehicles, drivers, owners, and permit holders
- Conduct patrols and report suspicious activity to law enforcement
- May provide public information records to LE personnel when needed
- Can be called upon to back up LE personnel in the field during peak times to assist in civil unrest
- Provide records and statistical data as requested
- Respond to and investigate requests from LE regarding taxicab, jitney, and non-emergency medical vehicle issues and complaints

# Staff is available to meet with stakeholders and the general public to:

- Provide education regarding issues related to taxicab rules and regulations
- Assists in the coordination with taxi companies and city leaders to provide public transportation assistance during major city events (New Years, Comic-Con, etc...)





# Responsibilities

- Permit and regulate taxicab, jitney, charter, sightseeing, low speed, and non-emergency medical vehicles
- Enforcing MTS Ordinance No. 11 and other codes and violations relating to the “for-hire” transportation industry
- Inspect vehicles permitted in member cities and at the San Diego International Airport
- Receive and investigate customer complaints
- Initiate administrative action pursuant to complaints



## Permitting/Regulating:

- Assist applicant - oversee application process
- Process Radio Service applications and transfer requests
- Collect all application fees and regulatory fees
- Advise applicants regarding best business practices

## Enforcement:

- MTS Enforcement Officers:
  - Monitor compliance with applicable code sections
    - \* perform vehicle inspections in the field
    - \* issue citations for certain civil infractions and Ordinance 11 violations
    - \* remove vehicles from service



# MTS Taxicab Permit, aka medallion



# Ordinance 11 Violation



# Vehicle Inspections

Routine inspections required and scheduled periodically for all vehicles

- Exterior vehicle condition
  - paint
  - cleanliness
  - markings
- Safety
  - steering
  - shocks
  - exhaust
  - tires
  - brakes
  - electrical

Periodic inspections at the airport provided by MTS as requested



# Enforcement on an Illegal Operator



# QUESTIONS ?



# A Report From Staff On The Progress Of City Taxicab Permit Issuance

*MTS Board of Directors  
January 14, 2016*





# History

- On November 10, 2014 the San Diego City Council removed the limit on the number of taxicabs in the city.
- On February 12, 2015 the MTS Board adopted Ordinance 11 amendments to incorporate City Policy changes for taxicab regulation.

# Implementation

- In March of 2015 Taxicab Administration accepted Interest Forms from prospective applicants
- Staff received approximately 1,300 interest forms requesting approximately 1,500 total permits

# A Permit Applicant Fact Sheet was developed outlining new requirements including:

- 6 months of experience
- Financial ability to meet screening requirements
- Low emissions vehicle
- No salvage titles
- 10 years or newer model year
- GPS & Computerized Dispatch
- Off-street vehicle storage when not in use

- Lawsuit filed 3/13/15 challenging MTS' revisions to Ordinance 11
- Agreement with City allowed Taxicab Administration staff to begin conducting applicant orientation meetings June 1, 2015
- The first new permit holder passed vehicle inspection on July 14, 2015
- 11/18/15 - MTS/City prevailed in lawsuit



# Progress

- Staff have conducted 638 applicant orientations and provided applications to all
- 258 completed applications have been returned by applicants for processing
- 141 taxicabs have passed inspection and are in service
- Approximately half the list of interested parties have been processed



# Improvements

Staff have implemented measures to maximize efficiency such as:

- Two Regulatory Analysts hired
- Two Regulatory Inspectors hired
- DBA not required to be on registration
- Two new radio services approved that comply with new requirements, giving new applicants additional options to meet radio service requirement
- Extended vehicle inspections hours



# Goal to Process Applications in One Year

- Typical timeline is 3-4 months from orientation to vehicle inspection – some faster, many slower
- Progress has surpassed projected estimates from June; expect to move more quickly
- Staff will conduct a group orientation to assess if the process can move even more quickly



# Accomplishments

- MTS Staff completed applicant orientations in June of 2016
- The last of the applicants' taxicab applications were completed by Fall of 2016
- Of the 269 new taxicab permits issued 10 have been abandoned
- Of the previous 993 "old" San Diego permits 26 have been abandoned





# Conclusions

- There are now 1,226 active City of San Diego taxicab permits
- The demand for taxicab permits has declined in the past year
- Some factors that have influenced this trend include increased operating costs for permit holders and the increase in competition from TNC's (i.e. Uber/Lyft)

# Questions?





**SAN DIEGO**  
INTERNATIONAL AIRPORT  
LET'S **GO.**

# Taxi and Vehicle-for-Hire Operating Strategy Report

Marc Nichols

Acting Director, Ground  
Transportation

February 2, 2017



# Recommendation:

Accept staff's recommendation and possible action

# Summary

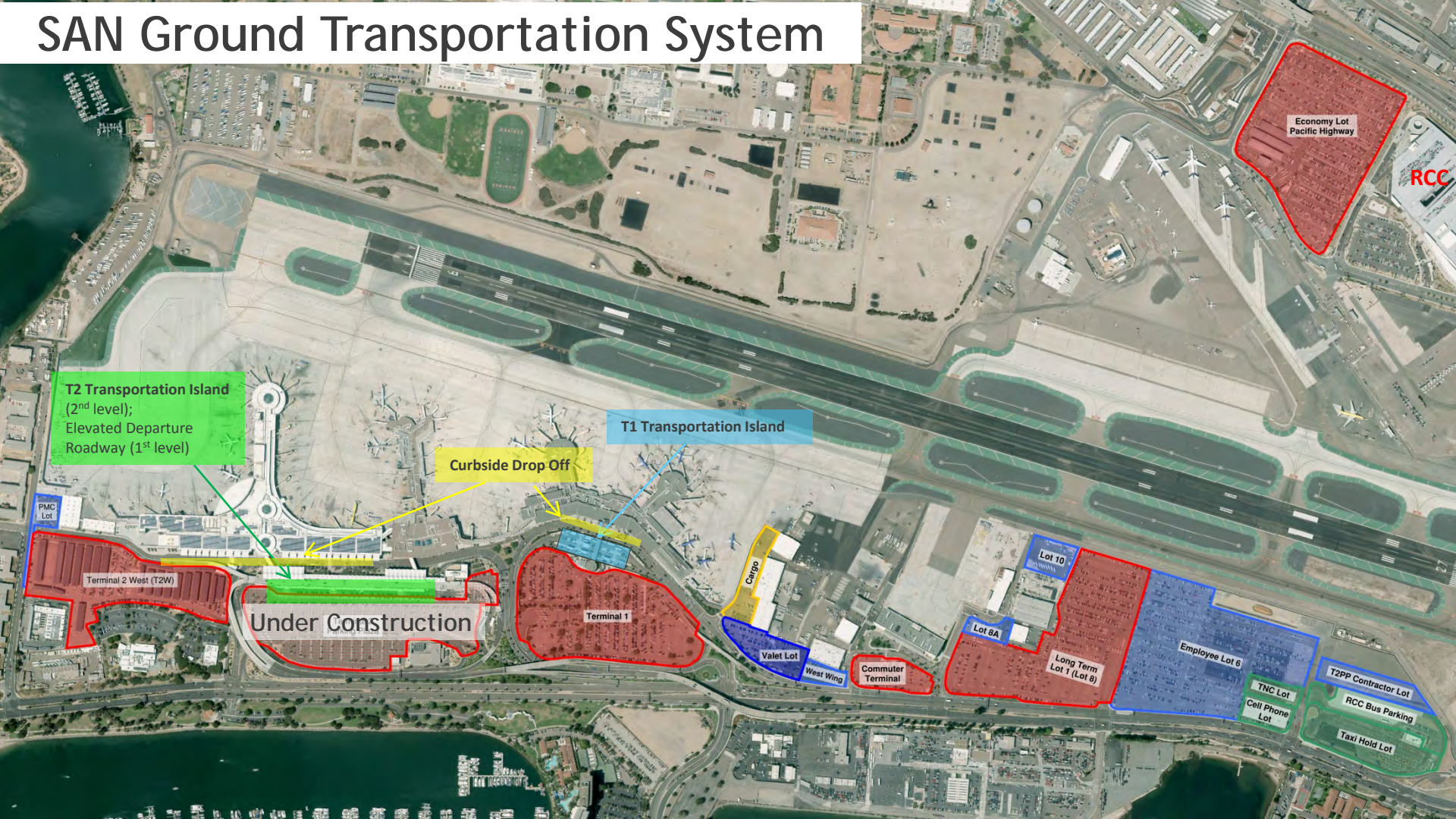
- 1) GT system and goals
- 2) Permitted modes
- 3) Level playing field
- 4) Environmental efforts
- 5) Operating strategy options and recommendations
- 6) Future challenges
- 7) MTS City Summary – Mr. Kellerman, Taxicab Administration Manager

# GT System

Consists of :

- 1) Airport roadways
- 2) Terminal curbside
- 3) Transportation islands
- 4) Hold lots & staging areas
- 5) Traffic & technology infrastructure

# SAN Ground Transportation System





# GT System Goals

- 1) Safety
- 2) High quality customer service
- 3) Recover costs
- 4) Provide economic value to the providers
- 5) Reduce environmental impact
- 6) Reduce unnecessary trips
- 7) Align with airport strategies





# SAN Strategies

- **Community:** *Be a trusted and highly responsive agency.*
- **Customer:** *Achieve the highest level of internal and external customer satisfaction.*
- **Employee:** *Achieve the highest level of employee commitment and performance.*
- **Financial:** *Enhance the financial position of the Airport Authority.*
- **Operations:** *Operate our airport in a safe, secure, environmentally sound, effective, and efficient manner.*



# Why do we Permit?

1. Safety
2. Compliance with Rules&Regs, codes, and laws
3. Customer service and efficiency of system
4. Environmental compliance
5. Enable revenue collection

# Permitted Modes

## *Summary of Operator Companies as of Dec 2016*

Mode	Companies	No. of Vehicles	
CHARTER		463	1076
HOTEL/MOTEL		34	61
OAP		8	43
TAXI		194	366
TNC		4	Unknown
VFH		19	83



# GT Trips - TNC, Taxi, and VFH

*Summary of TNC, Taxi, and VFH Trips  
December 2015 and December 2016*

	<u>Dec-15</u>	<u>% of Total</u>	<u>Dec-16</u>	<u>% of Total</u>	<u>Change</u>	<u>% Change</u>
TNC	46,000	44%	93,000	64%	47,000	102%
Taxi	51,000	49%	46,000	32%	(5,000)	-10%
VFH	7,011	7%	5,537	4%	(1,474)	-21%
Total	<u>104,011</u>	<u>100%</u>	<u>144,537</u>	<u>100%</u>	<u>40,526</u>	<u>39%</u>



# Level Playing Field Issues

- 1) Vehicle characteristics
- 2) Commercial vs. private vehicles
- 3) Number of operators; number of vehicles
- 4) Drivers
- 5) GHG requirements
- 6) Insurance

# Level Playing Field Permit Requirements

Ground Transportation Permit Requirements			
Permit Requirement	TAXI	TNC	VFH
Regulatory Agency	MTS	CA PUC	CA PUC
Airport Permit Required	Each Vehicle	Company	Each Vehicle
Individual Vehicle Permit	Yes	No	Yes
Total Companies	450	10	9
Total Vehicles	450	No Limit	No Limit
Vehicle	Commercial	Private	Commercial
Vehicle Age	Less than 10 years	Less than 10 years	Less than 10 years
Vehicle Inspections	Older than 7 years	Older than 7 years	Older than 7 years
Driver Background Checks	Yes	Yes	Yes
Driver "Known Terrorist" Check	Yes	Yes	Yes
Driver "Sex Offender Database" Check	Yes	Yes	Yes
Driver DMV Check	Yes	Yes	Yes
Airport Driver Badge	No	No	No
Sheriff's Placard	Yes	No	No
Company Driver Identification	Yes	No	Yes
Trade Dress	Yes	Yes	Yes
GHG Requirements	Yes	Yes	Yes
Trip Fees	Yes	Yes	Yes
Insurance - Workers Comp	Yes	Yes	Yes
Insurance - Commercial Liability	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Insurance - Auto Liability	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
	<i>Differences Exist</i>		<i>Requirements are similar</i>



# Environmental Efforts

- 1) GHG reduction
- 2) AG MOU
- 3) Commercial vehicle Conversion incentive program

# GHG Reduction Strategies



**Cleaner  
fuels**



**Higher  
MPG**



**Carpooling/  
ridesharing**



# Conversion Status

<b>Ground Transportation - Alternative Fuel Vehicle Summary</b>				
<b>Vehicle Type</b>	<b>AFV</b>	<b>NON-AFV</b>	<b>Grand Total</b>	<b>% Converted</b>
CHARTER	83	993	1076	8%
HOTEL/MOTEL	13	48	61	21%
OAP	40	3	43	93%
TAXI	355	11	366	97%
VFH	60	23	83	72%
TNC	Unknown	Unknown	Unknown	Unknown

*\*TNC GHG Reduction fees will begin in Apr 2018.*



# Industry Operating Strategies - Taxi & VFH Modes

1. Open access
2. Exclusive access - concession
3. Hybrid – current system



# Open Access System

All locally regulated taxis or VFH may serve the airport – ANY MTS permitted taxi

- 1) Greater competition among operators
- 2) Frequently leads to an oversupply of taxis or VFH
  - a) Reduced driver income
  - b) Reduced maintenance standards
  - c) Reduced customer service
  - d) Increased effort by staff

# Exclusive Access (Concession)

Airport awards a contract to one or several companies

- 1) Competitive bid or proposal
- 2) Concessionaire is responsible for
  - a) Day to day operations
  - b) On-demand vehicle supply
  - c) Vehicle, driver, and customer service standards are higher for competitive operation
- 3) Reduced staff time
- 4) Better customer service
- 5) Disadvantages
  - a) Barrier to entry – perceived advantage to incumbent
  - b) Not all business can operate



## Hybrid (Current Situation)

1. Ability to control customer experience and operations
2. Maintain vehicle and driver standards
3. Control amount of staff required to and oversee operations
4. Maintain competition among companies

# Recommendation: Taxis

- Continue current hybrid system - (maintain status quo)
  - a) Maintain existing taxicab rules, regulations, structure and operations.
  - b) The hybrid system (limited through Airport restrictions – 450 taxi permits) would continue.
  - c) Renew the existing MOAs, effective 01/01/2018, 3 years

# Recommendation: Taxis

## ➤ Advantages:

- a) Maintains status quo
- b) Provides existing benefit to long-time airport partners
- c) Maintains current operational gains and customer service standards and levels

## ➤ Disadvantages:

- a) GT system is changing rapidly, current situation lacks flexibility to change number of cabs quickly
- b) Requires staff time to manage and permit
- c) Excludes non-airport taxis

# Recommendation: VFH

- Continue current hybrid system - (maintain status quo)
  - a) Maintain existing VFH taxicab rules, regulations, structure and operations.
  - b) The hybrid system would continue.
  - c) Renew the existing MOAs, effective 01/01/2018, 3 years



# Recommendation: VFH

## ➤ Advantages:

- a) Maintains status quo
- b) Provides existing benefit to long-time airport partners
- c) Maintains current operational gains and customer service standards and levels

## ➤ Disadvantages:

- a) GT system is changing rapidly, current situation lacks flexibility to change number of shuttles quickly
- b) Requires staff time to manage and permit



# Staff Actions

1. Determine operating strategy – Taxi and VFH
  - Action – Maintain current Hybrid system for both Taxis & VFH
1. MOAs for Taxi and VFH expire 12/31/2017
  - Action –Update and renew MOAs; present to Board before 01/01/2018 effective date
  - Action – Continue level playing field efforts
  - Action – Continue GHG reduction efforts
  - Action – staff will prepare GT Update Memo for March 2017



# GT Environment Future Challenges

1. Effect of TNCs on airport operations
2. T2 East parking lot closure and ongoing construction of the T2 Parking Plaza
3. Roadway congestion on Harbor Drive
4. The Airport Development Plan may impact GT operations significantly
5. Environmental impacts and legislative initiatives
6. Autonomous and driverless Cars



# MTS City Summary

Mr. Bill Kellerman

MTS Taxicab Administration  
Manager

# Summary

1. Accept staff's recommendation – status quo
2. Staff will continue to monitor dynamic industry
3. Work on MOA changes
4. Provide written updates on TNC's

# ITEM 12

## TAXI AND VEHICLE FOR HIRE OPERATING STRATEGY REPORT:

### CORRESPONDENCE RECEIVED FROM THE PUBLIC



United Taxi Workers of San Diego, OPEIU Local 1218, AFL-CIO  
4265 Fairmount Ave. Ste. 180, San Diego, CA 92105

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Board Members  
San Diego County Regional Airport Authority  
Harbor Drive  
San Diego, CA 92101

RE: Equity Issues for TNC and Taxis

Dear Board Member

We have been attending recent Board meetings of San Diego's Airport Authority to follow and comment on its consideration of how to accommodate and regulate TNC drivers at the San Diego International Airport. We also met with Executive Director Thella Bowen and Ms. Shafer-Payne to discuss this subject and get their input.

More recently, Ms. Boling, Chair, commented in the Union-Tribune that the TNC companies have failed to provide you with "sufficient information to determine compliance with our vehicle conversion incentive program." They have also failed to offer you the same level of background check security that you require of taxi drivers. These are both vital public safety issues for airport operations, and we believe both must be satisfied by TNC companies in order for them to continue operating at the airport.

We not only share your concerns, but we also hope you share our concern for equity in how you create the requirements for all operators, TNCs, and taxis, regarding these public safety issues. Uber, Lyft and other TNCs must provide you the data required for you to know the Airport's Exposure to automobile fumes. We do it; they must do it, too. That is not only reasonable but fair. Besides, they have the capacity to provide that data to you.

Regarding the background security of vehicle drivers, you know that our taxi drivers have a higher requirement for background checks, which include FBI review, that TNC driver. Given the recent history of terrorist and other attacks at U.S. airports, there is no legitimate reason for not requiring TNC companies to provide the same level of driver background security checks to gain access to our Airport. From our perspective, this is also an issue of equity among all drivers. We do it; they must do it, too - proper security requirements that are fair for all. They have the money to provide that level of security.

A recent Los Angeles Times editorial observed, "Uber built its business by challenging regulators and entrenched assumptions about how best to assure public safety" (Dec.18). They and the other TNCs are challenging you at the Airport Authority, and only you have the power to regulate them now in ways that provide safety and equity for us all.

Sincerely,

Mikaiil Hussein  
President/CEO

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Phone: (619) 255-7355

[www.utwsd.org](http://www.utwsd.org)

Fax: (619)255-7375

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## STAFF REPORT

Meeting Date: **FEBRUARY 2, 2017**

### Subject:

**Business and Travel Expense Reimbursement Reports for Board Members, President/CEO, Chief Auditor and General Counsel When Attending Conferences, Meetings, and Training at the Expense of the Authority**

### Recommendation:

For information only.

### Background/Justification:

Authority Policy 3.30 (2)(b) and (4)(b) require that business expenses reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting. Authority Policy 3.40 (2)(b) and (3)(b) require that travel expense reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

The attached reports are being presented to comply with the requirements of policies 3.30 and 3.40

### Fiscal Impact:

Funds for Business and Travel Expenses are included in the FY 2016-2017 Budget.

### Authority Strategies:

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy



**Environmental Review:**

- A. This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. §15378. This Board action is not a “project” subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

TONY R. RUSSELL  
DIRECTOR, CORPORATE & INFORMATION GOVERNANCE/AUTHORITY CLERK

# **TRAVEL REQUEST**

**THELLA F. BOWENS**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: 6  
Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 1/4/17 PLANNED DATE OF DEPARTURE/RETURN: 3/14/17 / 3/16/17

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Washington, DC and New Orleans, LA Purpose: Attend the Conference of Minority Transportation Officials (COMTO) Awards to receive the Women Who Move the Nation Award in Washington, DC, and attend the Airport Revenue News 2017 Conference and accept recognition of Large Airports Director of the Year as announced in November 2016

Explanation: \_\_\_\_\_

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ 766.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 150.00
B. LODGING	\$ 540.00
C. MEALS	\$ 200.00
D. SEMINAR AND CONFERENCE FEES	\$
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 1706.00</b>

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 4 Jan 2017

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

- 1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
- 2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
- 3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, hereby certify that this document was approved  
NEW Out of Town Travel Request (eff. 2-9-10)

**AMY GONZALEZ**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Amy Gonzalez Dept: 15  
Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 12/20/16 PLANNED DATE OF DEPARTURE/RETURN: 2/9/17 / 2/11/17

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: New Orleans, LA Purpose: ACI-NA Winter Steering Group  
Explanation: Winter Steering Group Meeting

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 600.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 0.00

**B. LODGING**

\$ 250.00

**C. MEALS**

\$ 100.00

**D. SEMINAR AND CONFERENCE FEES**

\$

**E. ENTERTAINMENT (If applicable)**

\$

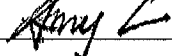
**F. OTHER INCIDENTAL EXPENSES**

\$

**TOTAL PROJECTED TRAVEL EXPENSE**

\$

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 1/11/2017

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

- 1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
- 2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
- 3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, hereby certify that this document was approved  
*(Please leave blank. Whoever clerk's the meeting will insert their name and title.)*  
by the Executive Committee at its \_\_\_\_\_ meeting.  
*(Leave blank and we will insert the meeting date.)*

# **TRAVEL EXPENSE**

**THELLA F. BOWENS**



**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
TRAVEL EXPENSE REPORT**

*(To be completed within 30 days from travel return date)*

TRAVELER: Thella F. Bowens DEPT. NAME & NO. Executive Office/BU 6  
 DEPARTURE DATE: 12/7/2016 RETURN DATE: 12/16/2016 REPORT DUE: 1/15/17  
 DESTINATION: Israel

Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

	Authority Expenses (Prepaid by Authority)	Employee Expenses							TOTALS
		Thursday 12/8/16	Friday 12/9/16	Saturday 12/10/16	Sunday 12/11/16	Monday 12/12/16	Tuesday 12/13/16	Wednesday 12/14/16	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$8,631.39								0.00
Conference Fees (provide copy of flyers/registration expenses)									0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*			91.39		6.16				97.55
Hotel*		300.00	300.00	300.00	300.00	195.00	195.00	195.00	1,785.00
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)									0.00
Meals (include tips pd.)	Breakfast*								0.00
	Lunch*								0.00
	Dinner*			24.00		22.31		41.11	87.42
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous:									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>8,631.39</b>	<b>300.00</b>	<b>415.39</b>	<b>300.00</b>	<b>300.00</b>	<b>223.47</b>	<b>195.00</b>	<b>236.11</b>	<b>1,969.97</b>

Explanation:	Total Expenses Prepaid by Authority	8,631.39
Total owed traveler - \$1,969.97 + \$265.96 = \$2,235.93	Total Expenses Incurred by Employee (including cash advances)	1,969.97
	<b>Grand Trip Total</b>	<b>10,601.36</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	8,631.39
	<b>Due Traveler (positive amount)<sup>2</sup></b>	
	<b>Due Authority (negative amount)<sup>3</sup></b>	<b>1,969.97</b>

*Note: Send this report to Accounting even if the amount is \$0.*

<sup>1</sup> Give names and business affiliations of any persons whose meals were paid by traveler.  
<sup>2</sup> Prepare Check Request  
<sup>3</sup> Attach personal check payable to SDCRAA

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy<sup>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>5</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.  
<sup>4</sup> Travel and Lodging Expense Reimbursement Policy 3.40      <sup>5</sup> Business Expense Reimbursement Policy 3.30

Prepared By: Kim Ayers Ext.: 2447  
 Traveler Signature: Thella F. Bowens Date: \_\_\_\_\_  
 Approved By: \_\_\_\_\_ Date: 1/19/17

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE** (To be certified if used by President/CEO, Gen. Counsel, or Chief Auditor)

I, \_\_\_\_\_ hereby certify that this document was approved by the Executive Committee at its \_\_\_\_\_ meeting.  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 (Leave blank and we will insert the meeting date.)

Failure to attach required documentation will result in the delay of processing reimbursement. If you have any questions, please see your department Administrative Assistant or call Accounting at ext. 2806.

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
TRAVEL EXPENSE REPORT**

(To be completed within 30 days from travel return date)

TRAVELER: Thella F. Bowens DEPT. NAME & NO. Executive Office/BU 6  
 DEPARTURE DATE: 12/7/2016 RETURN DATE: 12/16/2016 REPORT DUE: 1/15/17  
 DESTINATION: Israel

Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

Authority Expenses (Prepaid by Authority)	Employee Expenses							TOTALS
	Thursday 12/15/16	Friday 12/16/16	Saturday	Sunday	Monday	Tuesday	Wednesday	
Air Fare, Railroad, Bus (attach copy of Itinerary w/charges)								0.00
Conference Fees (provide copy of flyer/registration expenses)								0.00
Rental Car*								0.00
Gas and Oil*								0.00
Garage/Parking*								0.00
Mileage - attach mileage form*								0.00
Taxi and/or Shuttle Fare (include tips pd.)*		48.38						48.38
Hotel*	195.00							195.00
Telephone, Internet and Fax*								0.00
Laundry*								0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)								0.00
Meals (include tips pd.)	Breakfast*							0.00
	Lunch*	22.58						22.58
	Dinner*							0.00
	Other Meals*							0.00
Alcohol is a non-reimbursable expense								
Hospitality <sup>1</sup> *								0.00
Miscellaneous:								0.00
								0.00
								0.00
*Provide detailed receipts								0.00
Total Expenses prepaid by Authority	0.00	217.58	48.38	0.00	0.00	0.00	0.00	265.96

Explanation:	Total Expenses Prepaid by Authority	0.00
	Total Expenses Incurred by Employee (Including cash advances)	265.96
	Grand Trip Total	265.96
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	0.00
	Due Traveler (positive amount) <sup>2</sup>	
	Due Authority (negative amount) <sup>3</sup>	265.96
	Note: Send this report to Accounting even if the amount is \$0.	

<sup>1</sup> Give names and business affiliations of any persons whose meals were paid by traveler.  
<sup>2</sup> Prepare Check Request  
<sup>3</sup> Attach personal check payable to SDCRAA

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy<sup>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>5</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.  
<sup>4</sup> Travel and Lodging Expense Reimbursement Policy 3.40      <sup>5</sup> Business Expense Reimbursement Policy 3.30

Prepared By: Kim Ayers Ext.: 2447  
 Traveler Signature: *Thella F. Bowens* Date: 1/19/17  
 Approved By: *Thella F. Bowens* Date: 1/19/17

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be certified if used by President/CEO, Gen. Counsel, or Chief Auditor)

I, \_\_\_\_\_ hereby certify that this document was approved by the Executive Committee at its \_\_\_\_\_ meeting.  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 (Leave blank and we will insert the meeting date.)

Failure to attach required documentation will result in the delay of processing reimbursement. If you have any questions, please see your department Administrative Assistant or call Accounting at ext. 2806.

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: 6  
Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 10/3/16 PLANNED DATE OF DEPARTURE/RETURN: 12/7/16 / 12/16/16

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip- continue on extra sheets of paper as necessary):**

Destination: Israel Purpose: ACI-NA Israel Security Mission  
Explanation:

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 8300.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 100.00

**B. LODGING**

\$ 1980.00

**C. MEALS**

\$ 400.00

**D. SEMINAR AND CONFERENCE FEES**

\$ \_\_\_\_\_

**E. ENTERTAINMENT (If applicable)**

\$ \_\_\_\_\_

**F. OTHER INCIDENTAL EXPENSES**

\$ 50.00

**TOTAL PROJECTED TRAVEL EXPENSE**

\$ 10830.00

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 5 Oct 2016

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

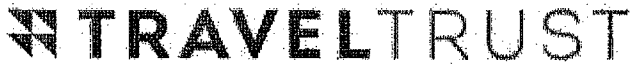
By my signature below, I certify the following:

- 1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
- 2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
- 3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, Tony R. Russell, Authority Clerk, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
by the Executive Committee at its 10-10-16 meeting.  
(Leave blank and we will insert the meeting date.)



Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700



Monday, 7NOV 2016 04:30 PM EST

**Passengers:** THELLA BOWENS (06)

Agency Reference Number: RRJYTQ

Click here to view your current Itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

British Airways Confirmation 7DJJHY

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
 Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

You are a valued client and we want to do everything possible to make your trip enjoyable and worry free.  
 Because the unexpected can occur, we offer the Travel Insured Plan. It has excellent  
 benefits and combines Insurance coverage with Emergency Hotline Services. Please click the following link  
 for a free quote or more information. [Click Here](#) (Currently Available For U.S. Departures Only)

FOR TRAVEL TO ISRAEL A US CITIZEN  
 MUST HAVE A VALID PASSPORT

\*\*\*\*\*  
 YOU CANNOT TRAVEL OUT OF THE UNITED STATES IF YOUR US  
 PASSPORT EXPIRES WITHIN 6 MONTHS OF YOUR DEPARTURE DATE  
 YOUR INTERNATIONAL TRAVEL MAY REQUIRE VACCINATIONS  
 PLEASE CHECK [WWW.CDC.GOV](http://WWW.CDC.GOV) FOR LATEST REQUIREMENTS  
 \*\*\*\*\*

CERTAIN FARES MAY REQUIRE REISSUANCE AT TIME OF  
 CANCELLATION. PLEASE CONTACT THE AIRLINE OR TRAVELTRUST

**AIR** Wednesday, 7DEC 2016

<b>British Airways</b>	<b>Flight Number:</b> 0272	<b>Class:</b> J-Business
<b>From:</b> San Diego CA, USA	<b>Depart:</b> 07:15 PM	
<b>To:</b> London/Heathrow, England, UK	<b>Arrive:</b> 01:35 PM 8DEC	
<b>Stops:</b> Nonstop	<b>Duration:</b> 10 hour(s) 20 minute(s)	
<b>Seats:</b> 61B	<b>Status:</b> CONFIRMED	<b>Miles:</b> 5474 / 8758 KM
<b>Equipment:</b> Boeing 747 Jet	<b>MEAL:</b> MEALS	
DEPARTS SAN TERMINAL 2 - ARRIVES LHR TERMINAL 5		
Frequent Flyer Number: [REDACTED] applied to BA		
AISLE SEAT CONFIRMED		
<b>British Airways Confirmation number is 7DJJHY</b>		

**AIR** Thursday, 8DEC 2016

<b>British Airways</b>	<b>Flight Number:</b> 0163	<b>Class:</b> J-Business
<b>From:</b> London/Heathrow, England, UK	<b>Depart:</b> 08:05 PM	
<b>To:</b> Tel Aviv Ben Gurion, Israel	<b>Arrive:</b> 02:55 AM 9DEC	
<b>Stops:</b> Nonstop	<b>Duration:</b> 4 hour(s) 50 minute(s)	
<b>Seats:</b> 02B	<b>Status:</b> CONFIRMED	<b>Miles:</b> 2210 / 3536 KM
<b>Equipment:</b> 788/AIR	<b>MEAL:</b> MEALS	
DEPARTS LHR TERMINAL 5 - ARRIVES TLV TERMINAL INTERNATIONAL		
Frequent Flyer Number: [REDACTED] applied to BA		

AISLE SEAT CONFIRMED  
British Airways Confirmation number is 7DJJHY



**British Airways** Flight Number: 0162 Class: I-Business  
From: Tel Aviv Ben Gurion, Israel Depart: 07:50 AM  
To: London/Heathrow, England, UK Arrive: 11:10 AM  
Stops: Nonstop Duration: 5 hour(s) 20 minute(s)  
Seats: 01B Status: CONFIRMED Miles: 2210 / 3536 KM  
Equipment: 788/AIR MEAL: MEALS  
DEPARTS TLV TERMINAL INTERNATIONAL - ARRIVES LHR TERMINAL 5  
Frequent Flyer Number: [REDACTED] applied to BA  
AISLE SEAT CONFIRMED

British Airways Confirmation number is 7DJJHY



**British Airways** Flight Number: 0273 Class: I-Business  
From: London/Heathrow, England, UK Depart: 01:45 PM  
To: San Diego CA, USA Arrive: 04:50 PM  
Stops: Nonstop Duration: 11 hour(s) 5 minute(s)  
Seats: 61B Status: CONFIRMED Miles: 5474 / 8758 KM  
Equipment: Boeing 747 Jet MEAL: MEALS  
DEPARTS LHR TERMINAL 5 - ARRIVES SAN TERMINAL 2  
Frequent Flyer Number: [REDACTED] applied to BA  
AISLE SEAT CONFIRMED  
British Airways Confirmation number is 7DJJHY

THIS TICKET IS NON-REFUNDABLE AND MUST BE USED FOR THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED OR CANCELLED BEFORE THE DEPARTURE OF YOUR FLIGHTS IT MAY HAVE NO VALUE. CONTACT TRAVELTRUST BEFORE YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY. BRITISH AIRWAYS CONFIRMATION NUMBER - 7DJJHY FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043 FOR EMERGENCY SERVICE FROM THE UK - 00-800-7373-7882 FOR EMERGENCY SERVICE FROM ISRAEL - 00-800-7373-7882

**Ticket/Invoice Information**

Ticket for: THELLA BOWENS  
Date issued: 11/7/2016 Invoice Nbr: 5402833  
Ticket Nbr: BA7876400856 Electronic Tkt: Yes Amount: 8591.39  
Base: 7571.00 US Tax: 35.60 USD XT Tax: 984.79 USD  
Charged to: AX\*\*\*\*\*[REDACTED]

Service fee: THELLA BOWENS  
Date issued: 11/7/2016  
Document Nbr: XD0697145287 Amount: 40.00  
Charged to: AX\*\*\*\*\*[REDACTED]

Total Tickets: 8591.39  
Total Fees: 40.00  
Total Amount: 8631.39

[Click here 24 hours in advance to obtain boarding passes:](#)  
[BRITISH AIRWAYS](#)

[Click here to review Baggage policies and guidelines:](#)

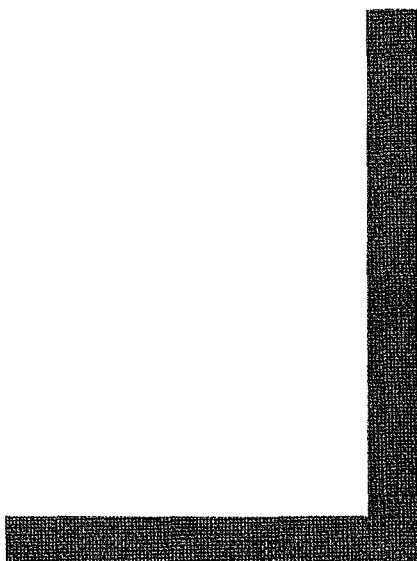


**BSIXZERO**

SECURITY | TRAINING | LOGISTICS

# **ACI-NA Israel Mission**

**December 11-15, 2016**



**Itinerary – ACI-NA Mission to Israel, 2016**

**Saturday December 10<sup>th</sup>**

**Arrival** Delegation members will arrive to Ben-Gurion Airport with  
different flights during Friday and Saturday

**Overnight** The David Citadel Hotel, 7 King David St, Jerusalem. Tel: +972-2- 6212121

**Sunday December 11<sup>th</sup>**

**08:20** Departure to the Ministry of Foreign Affairs  
9 Rabin Blvd, Jerusalem.

**9:00-10:00** Welcome and briefing about US- ISRAEL relations by Ambassador Liora Herzl  
Deputy Director General and head of North America Division at MFA

**10:00-11:00** Briefing about current situation in the Middle East by Ambassador Benny  
Dagan- Deputy Director General and Head of the Center for Policy Research at  
MFA

**11:30-13:00** Visit to “Yad Vashem” Holocaust memorial museum

**13:00-14:00** Lunch at Yad Vashem restaurant

**14:00** Departure to the Old City of Jerusalem.

**14:30-15:00** Visit MABAT 2000 command center (CCTV Monitoring system) of the Old  
City Sub-Regional Police Command (TBC)

**15:00-17:30** Tour of the Old City of Jerusalem  
Tour Guide: Bena Mantel +972-54-7357733

**Evening** Free

**Overnight** The David Citadel Hotel, 7 King David St, Jerusalem. Tel: +972-2- 6212121

## Monday December 12<sup>th</sup>

- 07:30 Departure to Ben Gurion Airport (After Check-Out and breakfast)
- 08:45 Gathering
- 09:00-11:00 Welcoming & Openings concerning Safety, Infrastructure, Processes & Development - Mr. Shmuel Zakai, Managing Director, Ben-Gurion International Airport
- 11:15-12:00 Revenues & Commercial Concept – Mr. Idan Maymon, Manager of Economics & Budget, Dep., Chair ACI World Economics Committee
- 12:30-13:30 Lunch
- 13:30-16:30 **Airside tour - Airport infrastructure upgrading & new Technology**
- 13:30-15:00 Mr. Dan Omer, Director Ground Operation Division
- Runways and taxiways extension and upgrading
  - Automated F.O.D. detection
- 15:00-16:30 Mr. Asaf Ben Michael, Director Air Traffic Services
- New Control tower
  - Air traffic control Simulator
- 16:30 Drive to Hotel
- Evening Free
- Overnight The Renaissance Hotel, 121 Hayrkon St. Tel-Aviv. Tel: +972-3-5215555

## Tuesday December 13<sup>th</sup>

- 08:15 Departure to Ben – Gurion Airport
- 09:00 Gathering
- 09:30-10:30 Aviation Safety in IAA – Mr. Ohad Alchasov, Head of Aviation Safety Department & Acting Director Safety Division
- 10:30-13:00 Presentation and Overview of the Security Division concept & implementation at Ben-Gurion Airport including tour at the HBS



System – Mr. Zohar Gefen, Security Division Director

**13:00** Departure to Asero Israel HQ  
3 Rothschild St. Tel Aviv, 19 floor, Tel-Aviv

**13:30-13:45** Gathering at Asero Israel HQ

**13:45 - 14:30** Lunch at Asero HQ, Tel Aviv

**14:30 – 16:00** Presentation of Asero

**16:00 - 16:15** Break

**16:15 – 17:30** Presentation of Rayspot – Circles

**17:30** Drive to hotel

**Evening** Free

**Overnight** The Renaissance Hotel, 121 Hayrkon St. Tel-Aviv. Tel: +972-3-5215555

### Wednesday December 14<sup>th</sup>

**08:20** Departure to ICT Herzeliya

**09:00** Gathering.

**09:30** Introduction of ICT by Mr. Stevie Weinberg

**09:45** Chaos in the Middle East: Does it impact civil aviation? By Dr. Ely Karmon

**11:00** Aviation Security – Challenges & Dilemmas. By Mr. Shmuel Sasson

**12:00** Departure to Jaffa

**12:30 – 13:15** Lunch at the Old Jaffa Square

**13:15 – 13:30** Drive to the Export Institute

**13:30 – 17:00** **The Export Institute roundtable:**

**13:30 – 14:00** Apollosield

**14:00 – 14:30** Qognify

**14:30 – 15:00** Verint

**15:00 – 15:30** Xsight

**15:30 – 16:00** Octopus

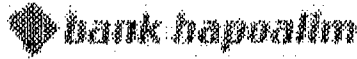
16:00 – 16:15 Break  
16:15 – 16:45 Airvrix  
16:45 Drive to hotel  
Evening Free  
Overnight The Renaissance Hotel, 121 Hayrkon St. Tel-Aviv. Tel: +972-3-5215555

### Thursday December 15<sup>th</sup>

08:30 Departure to El-Sight HQ  
09:00 – 10:00 Presentation of El-Sight  
10:00 Departure to the city of Akko  
12:00 – 14:00 Visit Akko the Ancient Crusader Capital of the Holy Land  
14:00 – 15:00 Free time for shopping and lunch  
15:00 Departure to the city of Haifa  
15:30 Observation point from the top of Mt. Carmel towards the bay and the  
Baha'i Gardens  
16:10 Visit Ancient Caesarea (time permitting)  
17:00 Departure to Tel Aviv

RECEIPTS FOR ACI-NA ISRAEL SECURITY MISSION  
ISRAEL  
DECEMBER 9-16, 2017 - THELLA F. BOWENS

12/9/16



CASH EXCHANGE RATE  
\$1 = 3.7200 SHEKELS

BANK HAPOALIM B.M.  
BEN GURION AIRPORT BRANCH

DATE: 09/12/2016 TIME: 03:44  
CASHIER: 71 TELLER: 71  
REFERENCE: 161209-071-00024

WE SOLD

MEANS, P.	CUR EX. RATE	AMOUNT	CMS
CASH	ILS 1.00000	1,090.60	0.00
TOTAL NIS:		1,090.60	0.00

WE ACCEPTED

MEANS, P.	CUR EX. RATE	AMOUNT	CMS
CASH	USD 3.72000	300.00	25.37
TOTAL NIS:		1,090.63	25.37

NAME:

SIGNATURE: \_\_\_\_\_

THANK YOU



DAVID CITADEL  
JERUSALEM

Original Tax Invoice Number: 1067706

To: M/M Thella Bowens

Folio number: 8388601  
Invoice Date : 12/12/2016  
Alrov Luxury Hotels (1993) Ltd

United States  
Nationality: U.S.A.

V.A.T No : 557653136  
Comp No: 511829889  
Agent/Comp:

Check-In: 08/12/2016 23:53:25

Room No	Arrival	Departure	Persons	Board
1068	08/12/2016	12/12/2016	1/0/0/0	B/B

Date	Description	Reference	Qty	U.S.\$	NIS	Comments
08/12/2016	1068 Bowens Dally Room Charge		1	300.00	1,143.00	
09/12/2016	Citadel Lounge	3147/331	1	24.00	86.28	
09/12/2016	1068 Bowens Dally Room Charge		1	300.00	1,143.00	
10/12/2016	1068 Bowens Dally Room Charge		1	300.00	1,143.00	
11/12/2016	1068 Bowens Dally Room Charge		1	300.00	1,143.00	
12/12/2016	Amex \$	45644	1	-1,230.28	-4,687.37	4007

Tax Invoice: 1067706	Amount	VAT	Total	Issued: 12/12/2016 06:51
Total in U.S.\$	1,230.28	0.00	1,230.28	Receipt No. 45644
Charges VAT 17.0%	0.00	0.00		Payment this receipt: 1,230.28 U.S.\$
	4,687.36			Cashier: Sari Moshe Zada
Total In Shekel	4,687.36	0.00	4,687.36	

RATE = \$1 = 3.8099 SHEKEL

HOTEL = \$1,200.00

FOOD = 24.00  
\$1,224.00

Transaction Details Prepared for  
Thella F. Bowens  
Account Number  
XXXX-XXXXXX

DATE	DESCRIPTION	AMOUNT
DEC122016	THE DAVID CITADEL HOTEL - JERUSALEM	\$1,230.28
	Doing business as: THE DAVID CITAD KING DAVID 7 JERUSALEM ISRAEL JERUSALEM 94101 ISRAEL	- 628 = \$1,224.00
	Additional Information: LODGING Reference: 32016348066524231 Category: Travel - Lodging	

LOBBY LOUNGE  
DAVID CITADEL HOTEL JERUSALEM  
COMPANY # 557653136

331 Natalia Vaintrub

TBL 14/1    ENK 3147    GST 1  
09DEC'16 21:12

1 Best & green	55.55
1 Cheese Cake	35.89
Subtotal	115.36 91.46
17.00 % VAT	19.61
Amount N.I.S	134.97

Room No. 106A

Print Name Thella F. Bowens

Signature *Thella F. Bowens*

VAT FILE 511629889  
\*\*\* Service Not Included \*\*\*

Thank You

**Payment Voucher**  
**David Citadel Hotel**  
**Jerusalem**  
V.A.T. Number: **557653136**

Merchant Name: מנזרת דוד  
Merchant: 5785053  
Cashier No: 01  
Trans Date: 12/12/16 06:51  
Card Name: Amex  
Card No: xxxx xxxx xxxx  
Valid until: 01/21  
Voucher No.: 94-001-005  
Trans Type: Approved Debit TRX.  
5093480 manual  
Payment Type: MSR  
Currency: U.S.\$  
Credit Type: Regular Credit  
Amount: 1,230.28  
More Details: f8388601 r1068

**RECEIPTS FOR ACI-NA ISRAEL SECURITY MISSION  
ISRAEL  
DECEMBER 9-16, 2016 - THELLA F. BOWENS**

12/12/16

**ים של פירות בע"מ**

03-5222886:טל דירינגוף 171  
513454835:טל מורשה  
20:54:שעה 12.12.16:תאריך הדפסה  
20:54 12.12.16:תאריך ושעה הפקח מקור  
**חשבונית מס/קבלה**  
**מס' 796190 מקור**

נ.מ.ח.פ. של לקוח :  
שדלון : 200  
הזמנה מס': 814793  
מס' סוגדים 3

358.00 : סה"כ

352.14 : פני מע"מ  
59.88 : מע"מ

412.00 : **לחשולם**  
412.00 : **שולם כ"א**  
412.00 : כ"א  
54.00 : **טיפ**

חדש בגוצ'ה דירינגוף!  
תפריט לילה  
החל מהשעה 22:00

\*\*\*\*\*

**שנא**  
ים של פירות בע"מ

מסוף 2520730 ABS-596-6S  
מס' טקס 3025046  
12.12.16 20:54  
כרטיס אמריקן אקספרס  
...6005  
בחוקף עד 09/21  
מס' שובר 12-212-053  
סוג טקסה MSR  
מס' אסור 529334 ח חברה

ארץ ביצוע דגיל  
מטבח NIS  
סוג אסוראי דגיל  
סכום 412.00  
הזמנה 814793  
מלצר ספיד ב

\*\*\*\*\*

\*\*\*\*\*

**ים של פירות בע"מ**

03-5222886:טל דירינגוף 171  
513454835:טל מורשה  
20:42:שעה 12.12.16:תאריך הדפסה  
20:42 12.12.16:תאריך ושעה הפקח מקור  
**סיכום הזמנה**  
**מס' 814793**

נ.מ.ח.פ. של לקוח :  
שדלון : 200  
הזמנה מס': 814793  
מס' סוגדים 3

קוד והאור פריט : סכום  
מים מינרליים  
~~26.00 12.00 X 2~~  
גולדסטאר  
~~48.00 24.00 X 2~~  
קלאמרי כריספי ראשון  
כוס ירדן סוכנידן  
פיש & צ'יפס

54.00 SUSHIMI  
22.00 F.F.  
\*משימי טלמון  
צ'יפס

\* פריטים מסומנים בכוכבית - לא הוזה \*

358.00 : סה"כ  
358.00 : לחשולם  
358.00 : יחזה

חדש בגוצ'ה דירינגוף!  
תפריט לילה  
החל מהשעה 22:00

DINNER 12/12/16

SUSHIMI - 54.00  
FRENCH FRIES - 22.00

76.00  
Tip 7.00  
83.00 SHEKEL

CASH RATE

3.7200

U.S = \$22.31

Transaction Details Prepared for  
Thella F. Bowers  
Account Number  
XXXX-XXXXXX-XXXX

DATE	DESCRIPTION	AMOUNT
DEC14 2016	HASUKA HALEVANA - TEL AVIV	841.11
Doing business as: HASUKA HALEVANA YORDEY HASIRA 1 TEL AVIV ISRAEL TEL AVIV 63808 ISRAEL Foreign Spend Amount: 156.00 Israeli Shekels Additional Information: RESTAURANT Reference: 320163500698962655 Category: Restaurant - Restaurant		

DINNER 12/14/16

הסוכה הלבנה בע"מ  
יורדי הסירה 1  
נמל ת"א האנגר 4

מספר עסקה: 384872  
מספר חשבונית: 305995  
מספר חרשה: 13604215  
מספר חר"ד: 14/12/16

מ ק ר

שם מלצר: מורדי  
שולחן: 133 סועדים: 1

מחיר	כמות	סה"כ	פירוט
27.00	1	27.00	כ"י לבר הכית
129.00	1	129.00	פילת מוסר עגבניון
158.00			נחנקל בחוריה

סכום טרופי: 156.00

סה"כ מע"מ: 22.67

מספר כרטיס: אמריקו אקספרס  
מספר כרטיס: \*\*\*\*\*  
סכום לחשורם: 156.00

לא כולל שרות  
Service Not Included  
תודה ולהתראות

הסוכה הלבנה בע"מ  
מספר עסקה: 384872  
שם מלצר: מורדי  
שולחן: 133 סועדים: 1

אישור ביצוע עסקה בכרטיס אשראי

שם מסוף	מסוף	מספר	תאריך	שם מסוכה
מסוף	2092182	ABS-602-6S	14/12/16	הסוכה הלבנה
מסוף	3632197			
תאריך	20:30			

כרטיס  
כרטיס מסוף: אמריקו אקספרס  
\*\*\*\*\*

שובר מסוף: 48001009  
מסוף סוג: 5547590  
מארשרח  
MSR  
NIS  
רז"ג  
סכום: 156.00

**RECEIPTS FOR ACI-NA ISRAEL SECURITY MISSION  
ISRAEL  
DECEMBER 9-16, 2016 - THELLA F. BOWENS**

LUNCH 12/15/16

**פורט קפה**

א. מ פורט קפה נמל קיסריה בעמ - ח.פ. 513877902  
הגד הלאומי נמל קיסריה  
קיסריה  
טל' 04-8100221

הודפס בחאריד 15/12/2016 15:55:08  
לפי הזמנה מס' 58 בשעה 14:59:12

**חשבונו לשולחן 10**  
מלצר דנה ליר - 1 טועמים

156.00	2 פיש אנד צייפט
<del>160.00</del> 16.00	2 טייירר חפוחים וקינמו
78.00	1 סחוקי פורט גורג
32.00	1 חומס גוג'רים ביחי
28.00	1 טוכורג רד 1/2
SOFT DRINK 10.00	1 נביעות מים חנרלים
68.00	1 שניצל נוף
VEGGIE 19.00	1 ירקוח בגריג
FISH 29.00	1 סניקוט שייק
28.00	1 בריס שייק

29.00	- FISH
19.00	- BRUSSEL SPROUTS
16.00	- DESSERT
10.00	- SOFT DRINK
<u>74.00</u>	SHEKELS
TIP 10.00	
<u>84.00</u>	

CASH RATE 3.7200 = \$1

סה"כ הזמנה 480.00

U.S. \$22.58

לא כולל שירות  
חורה ולהתראות



RECEIPTS FOR ACI-NA ISRAEL SECURITY MISSION

ISRAEL

DECEMBER 9-16, 2016 - THELLA F. BOWENS

Taxis

\*\* נסיעה טובה \*\*  
 1 בן ארוש שי  
 024143893 ע.מ.ו  
 1033 מס מוניתו  
 1902825 מס רישוי  
 נהג: בן ארוש שי  
 024143893 ת.ד.  
 13636 מס מקור  
 04:57 שעת התחלה  
 04:59 09-12-16  
 נסיעה ללא מונה  
 40.00 דמי נסיעה  
 תודה ובהמשך  
 להזמנות בטלפון  
 050-3023836

\*\* נסיעה טובה \*\*  
 1 לוי יחושע  
 055024558 ע.מ.ו  
 17539 מס מוניתו  
 9220726 מס רישוי  
 633 קוד הנחה  
 נהג: לוי יחושע  
 055024558 ת.ד.  
 3553 מס מקור  
 04:39 שעת התחלה  
 04:39 09-12-16  
 נסיעה ללא מונה  
 300.00 דמי נסיעה  
 תודה ובהמשך

\*\*\*-\*\*\*-\*\*\*-\*\*\*  
 1 מאיר ברור  
 044792638 ע.מ.ו  
 14581 מונית מס  
 9773825 מס רישוי  
 00553 מס מקור  
 עם הנחה  
 ברור מאיר  
 044792638 ת.ד.  
 942563 קוד נהג  
 1.250 מרחק ק"מ  
 21:04 שעת התחלה  
 21:08 שעת סיום  
 12-12-2016 תאריך  
 2 סוג התעריף  
 דמי נסיעה: 18.50  
 ת.נ.מ.ס: 4.40  
 סה"כ 22.90 ש"ח  
 תודה ובהמשך

12/9/16

TOTAL 340.00

U.S. \$91.39

(AIRPORT - HOTEL)

CASH RATE

3.7200 = \$1

12/12/16

U.S.

\$6.16

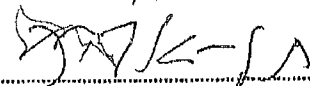
HOTEL - RESTAURANT

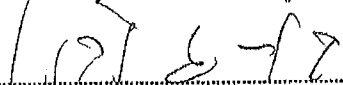
ISRAEL TAXI DRIVERS  
 At Your Service



Receipt קבלה

Date: Dec 16, 2016 תאריך:

From: מ- 

To: ל- 

Amount: 180 סה"כ:

Signature: חתימה:

Thank You תודה

12/16/16

\$48.38 HOTEL - AIRPORT

מלון קוסמופוליטן בתל אביב  
 COSMOPOLITAN HOTEL IN TEL-AVIV

**R**  
 RENAISSANCE®  
 TEL AVIV HOTEL

THELLA BOWENS  
 United States

Room No.: 0104  
 Arrival: 12.12.16  
 Departure: 16.12.16  
 Check Out Time: 00:00  
 Cashier: 1021  
 Folio Creation Date: 16-DEC-16  
 Page No.: 1 of 1  
 Date of print: 16.12.16  
 MRW: 992364729

BOWENS, THELLA

Original Tax Invoice

A/R Number:

Tax Invoice No.: 336834

Company Name: Airports Council International

Authorized Dealer No. 557269156 I.D No: 54-010505-3

מס' חשבות 54-010505-3 עוסק מורשה מס' 557269156

Date	Description	Reference	Charges	USD	Credits	USD
12.12.16	Accommodation			195.00		
13.12.16	Accommodation			195.00		
14.12.16	Accommodation			195.00		
15.12.16	Accommodation			195.00		
16.12.16	Amex USD Paid On					780.00

88-777-013 1670600 XXXXXXXX 780.00 USD 1 **Total:** 780.00 780.00

Balance: 0.00 USD  
 Non Taxable: 780.00 USD 2,979.60 NIS  
 Taxable: 0.00 USD 0.00 NIS  
 VAT: 0.00 USD 0.00 NIS  
**Total:** 780.00 USD 2,979.60 NIS

I agree that my liability for this is not waived and agree to be held personally liable in the event that the indicated person, Company or Association fails to pay any part of the full amount of this charges.

Guest signature: \_\_\_\_\_

Thank You and see you Again

Transaction Details Prepared for  
Thella P Bowers  
Account Number  
XXXX-XXXXXX-XXXX

DATE	DESCRIPTION	AMOUNT
DEC 16 2016	RENAISSANCE TEL AVIV HOTE - TEL AVIV	\$780.00
Doing business as: RENAISSANCE TEL HAYARKON 121 TEL AVIV ISRAEL TEL AVIV 63483 ISRAEL  Additional Information: LODGING Reference: 320168630748314461 Category: Travel - Lodging		



**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: 6  
 Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 9/6/16 PLANNED DATE OF DEPARTURE/RETURN: 1/6/17 | 1/12/17

**3. DESTINATIONS/PURPOSE** (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: Kauai, HI Purpose: Attend AAAE Policy Review Committee and Board Meeting

Explanation: NOTE: Per AAAE policy, airfare and hotel expenses are reimbursable for one meeting per year.

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ 600.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 250.00
<b>B. LODGING</b>	\$ 1700.00
<b>C. MEALS</b>	\$ 400.00
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ 710.00
<b>E. ENTERTAINMENT (if applicable)</b>	\$
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$ 3710.00

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: *Thella F. Bowens* Date: 6 Sept 2016

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, Tony R. Russell, Authority Clerk, hereby certify that this document was approved  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 by the Executive Committee at its 10-10-16 meeting.  
 (Leave blank and we will insert the meeting date.)



Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700



Tuesday, 1 NOV 2016 06:23 PM EDT

**Passengers:** THELLA BOWENS (06)

Agency Reference Number: OKBUJD

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

American Airlines Confirmation OKBUJD

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
 Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

You are a valued client and we want to do everything possible to make your trip enjoyable and worry free.  
 Because the unexpected can occur, we offer the Travel Insured Plan. It has excellent  
 benefits and combines insurance coverage with Emergency Hotline Services. Please click the following link  
 for a free quote or more information. [Click Here](#) (Currently Available For U.S. Departures Only)

AIR	Saturday, 7 JAN 2017		
<b>American Airlines</b>			
Operated By: COMPASS AIRLINES AS AMERICAN EAGLE		<b>Flight Number:</b> 6022	Class: Y-Coach/Economy
<b>From:</b> San Diego CA, USA		<b>Depart:</b> 06:20 AM	
<b>To:</b> Los Angeles CA, USA		<b>Arrive:</b> 07:25 AM	
Stops: Nonstop		Duration: 1 hour(s) 5 minute(s)	
		Status: CONFIRMED	Miles: 98 / 157 KM
Equipment: EMBRAER EMB 175			
DEPARTS SAN TERMINAL 2 - ARRIVES LAX TERMINAL 6			
Frequent Flyer Number: [REDACTED]			
<b>American Airlines Confirmation number is OKBUJD</b>			

AIR	Saturday, 7 JAN 2017		
<b>American Airlines</b>			
<b>From:</b> Los Angeles CA, USA		<b>Flight Number:</b> 0265	Class: W-Coach/Economy
<b>To:</b> Kauai Lihue HI, USA		<b>Depart:</b> 09:45 AM	
Stops: Nonstop		<b>Arrive:</b> 02:00 PM	
		Duration: 6 hour(s) 15 minute(s)	
		Status: CONFIRMED	Miles: 2612 / 4179 KM
Equipment: 32B/AIR			
Frequent Flyer Number: [REDACTED]			
<b>American Airlines Confirmation number is OKBUJD</b>			

AIR	Wednesday, 11 JAN 2017		
<b>American Airlines</b>			
Operated By: HAWAIIAN AIRLINES		<b>Flight Number:</b> 7935	Class: G-Coach/Economy
CHKIN-LIH-HNL CHECK-IN WITH HAWAIIAN AIRLINES		<b>Depart:</b> 08:32 PM	
<b>From:</b> Kauai Lihue HI, USA		<b>Arrive:</b> 09:05 PM	
<b>To:</b> Honolulu HI, USA		Duration: 0 hour(s) 33 minute(s)	
Stops: Nonstop			

Seats: 06D

Status: CONFIRMED

Miles: 102 / 163 KM

Equipment: Boeing 717 Jet

ARRIVES HNL INTER-ISLAND TERMINAL

Frequent Flyer Number: [REDACTED]

American Airlines Confirmation number is OKBUJD

**AIR** Wednesday, 11 JAN 2017 

American Airlines

Flight Number: 0298

Class: Y-Coach/Economy

From: Honolulu HI, USA

Depart: 10:52 PM

To: Los Angeles CA, USA

Arrive: 06:19 AM 12JAN

Stops: Nonstop

Duration: 5 hour(s) 27 minute(s)

Status: CONFIRMED

Miles: 2553 / 4086 KM

Equipment: 32B/AIR

MEAL: FOOD FOR PURCHASE

DEPARTS HNL MAIN TERMINAL

Frequent Flyer Number: [REDACTED]

American Airlines Confirmation number is OKBUJD

**AIR** Thursday, 12 JAN 2017 

American Airlines

Flight Number: 6031

Class: Y-Coach/Economy

Operated By: COMPASS AIRLINES AS AMERICAN EAGLE

From: Los Angeles CA, USA

Depart: 08:10 AM

To: San Diego CA, USA

Arrive: 09:08 AM

Stops: Nonstop

Duration: 0 hour(s) 58 minute(s)

Status: CONFIRMED

Miles: 98 / 157 KM

Equipment: EMBRAER EMB 175

DEPARTS LAX TERMINAL 6 - ARRIVES SAN TERMINAL 2

Frequent Flyer Number: [REDACTED]

American Airlines Confirmation number is OKBUJD

**OTHER** Tuesday, 31 JAN 2017

A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND. AMERICAN AIRLINES CONFIRMATION NUMBER - OKBUJD FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: THELLA BOWENS

Date issued: 11/1/2016 Invoice Nbr: 5402130

Ticket Nbr: AA7874517424 Electronic Tkt: Yes Amount: 839.00

Base: 771.78 US Tax: 0.22 USD Tax: 67.22

Charged to: AX\*\*\*\*\*[REDACTED]

Service fee: THELLA BOWENS

Date issued: 11/1/2016

Document Nbr: XD0696911554

Amount: 30.00

Charged to: AX\*\*\*\*\*[REDACTED]

Total Tickets: 839.00

Total Fees: 30.00

Total Amount: 869.00

Click here 24 hours in advance to obtain boarding passes:

[American](#)

# Ayers Kim

**From:** memberservices@aaae.org  
**Sent:** Thursday, November 03, 2016 2:10 PM  
**To:** Ayers Kim  
**Subject:** AAAE Order Confirmation



Dear Thella,

Thank you for your order! This is a confirmation of your order - if applicable, you will receive a more detailed confirmation soon.

Here are the details of your order. Please retain this email for your records.

**Order Number:** 1017540  
**Order Date:** Nov 3, 2016 5:06 PM  
**Bill To:** Ms. Thella F. Bowens  
**Order Total:** 745.00  
**Payment Method:** VISA \*\*\*\*\*  
**Name on Card:** Thella Bowens

Item	Price	Qty	Total
170101 - 31st Annual Aviation Issues Conference - Ms. Thella F. Bowens <i>When:</i> Jan 8, 2017 - Jan 12, 2017 <i>Where:</i> Kauai, HI United States <i>Registration option:</i> Jan 8, 2017 - Registration	745.00	1	745.00
	<b>Item Total</b>		745.00
	<b>Shipping</b>		0.00
	<b>Handling</b>		0.00
	<b>Item Grand Total</b>		745.00
	<b>Transaction Grand Total</b>		745.00

Thank you again!

AAAE

Connect with us:



American Association of Airport Executives | The Barclay Building | 601 Madison St. | Alexandria, VA 22314



# AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES

AAAE DELIVERS SERVICE, INNOVATION, RESULTS.

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ROBERT R. WINGINGTON

**PRESIDENT & CEO**  
TODD J. HAUPTLI

**DATE:** Thursday, December 29, 2016

**TO:** Thella Bowens

**FROM:** Jacky Sher Raker, Executive Vice President, Meetings, Membership, Marketing and Administration

**RE:** 31<sup>st</sup> Annual Aviation Issues Conference

Below is the schedule of events for key leadership events surrounding the 31<sup>st</sup> Annual Aviation Issues Conference. All events listed below will be held at The Grand Hyatt Kauai Resort & Spa located at 1571 Poipu Road, Koloa, Hawaii 96756, phone 808-240-6421. Dress is casual for all events and meetings.

**Saturday, January 7**

**6:30 – 8 p.m.** **AAAE VIP Reception with Key Sponsors & Government Officials**  
Ilima Terrace

**Sunday, January 8**

**8 – 11:45 a.m.** **AAAE Board of Directors/Policy Review Committee Meeting**  
*Breakfast will be served at 7:15 a.m. on the Grand Promenade.*  
Grand Ballroom 1

**12 – 1 p.m.** **AAAE Board of Directors/Policy Review Committee Lunch**  
Grand Garden

**5:30 – 7 p.m.** **Conference Opening Reception**  
Ilima Garden

**Monday, January 9**

**7 – 8:15 a.m.** **Airline Economics & Air Service Committee Meeting**  
Kauai Ballroom 2

**Tuesday, January 10**

**7:30 a.m. – 8:30 a.m.** **FAA Roundtable Discussion with AAAE Leaders**  
Kauai Ballroom 1

**Wednesday, January 11**

**7:15 – 8:15 a.m.** **TSA Roundtable Discussion with AAAE Leaders**  
Kauai Ballroom 1

**Sunday, January 8 – Thursday, January 12**

The 31<sup>st</sup> Annual Aviation Issues Conference begins on Sunday, January 8 at 5:30 p.m. with an opening reception, and concludes on Thursday, January 12 at 11:30 a.m.

Our records show that you will be arriving on **1/7/2017** at **2:00 PM** via **AA265** and you are responsible for your ground transportation.

Lihue Airport is the main airport, which is about a 30 minute drive from The Grand Hyatt Kauai Resort & Spa. A taxi will be about \$55 or if you plan to rent a car, Avis Budget Group, Inc. is the official rental car company for this meeting. To make reservations or for further information, call Penny Wilkinson at 1-800-525-7537 Ext. 31969 and reference D016884 or you can use the following link: [Avis link for the Annual Aviation Issues Conference 2017](#).

Your confirmation number at The Grand Hyatt Kauai Resort & Spa is **27546244**.

We have you returning to the airport for departure on **1/11/2017** at **8:32 PM** via **HA7935** and you are responsible for your ground transportation.

If you have any changes to your schedule, please contact:

**Jacky Sher Raker**  
Office – 703-575-2472  
Cell – 703-801-5180  
[jacky.sherraker@aaae.org](mailto:jacky.sherraker@aaae.org)

**Erin O'Connor**  
Office – 703-797-2543  
Cell – 914-263-6638  
[erln.oconnor@aaae.org](mailto:erln.oconnor@aaae.org)

Mahalo and we look forward to seeing you on Kauai!

# GRAND HYATT

Thella Bowens  


Date: 11-03-16  
Time: 11:58  
Confirmation #: 7462193  
Receipt #: 663078

## ADVANCE DEPOSIT

Date	Description	Amount
10-03-16	Visa	680.50 USD
	Arrival      Departure      Group ID / Room Type	
	01-06-17      01-11-17      17295811	
	<i>07</i> <i>changed 11/4/16</i>	

Guest Signature: \_\_\_\_\_

Cashier No. 997

Grand Hyatt Kauai Resort & Spa  
1571 Poipu Road  
Koloa, Hawaii, USA 96756  
Tel: 808-742-1234  
Fax: 808-742-1667  
grandhyattkauai.com



SAN DIEGO CNTY RGNL ARPRT AUTH



U.S. BANCORP SERVICE CENTER  
P. O. Box 6343  
Fargo, ND 58125-6343

ACCOUNT NUMBER [REDACTED]  
STATEMENT DATE 10-24-16  
TOTAL ACTIVITY \$ 680.50

000015153 01 SP 106461733335124 S  
KIM AYERS  
SDCRAA  
P.O. BOX 82776  
SAN DIEGO CA 92138-2776

"MEMO STATEMENT ONLY"  
DO NOT REMIT PAYMENT

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

Cardholder Kim Ayers Date 11/3/16 Approver [Signature] Date 11/3/16

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
10-05	10-04	HYATT HOTELS KAUAI KOLOA HI 0019892510040 ARRIVAL: 10-04-16	24810436278072004061852	3640	680.50

Default Accounting Code:			
CUSTOMER SERVICE CALL  800-344-5696	ACCOUNT NUMBER [REDACTED]		ACCOUNT SUMMARY
	STATEMENT DATE 10-24-16	DISPUTED AMOUNT \$ .00	PREVIOUS BALANCE \$ .00
SEND BILLING INQUIRIES TO:  C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 8336 FARGO, ND 58125-8336	AMOUNT DUE \$ 0.00 DO NOT REMIT		PURCHASES & OTHER CHARGES \$680.50
			CASH ADVANCES \$ .00
			CASH ADVANCE FEE \$ .00
			CREDITS \$ .00
		TOTAL ACTIVITY \$680.50	



Grand Hyatt Kauai Resort & Spa  
 1571 Poipu Road  
 Koloa, Hawaii, USA 96756  
 Tel: 808-742-1234  
 Fax: 808-742-1557  
[grandhyattkauai.com](http://grandhyattkauai.com)

INFORMATION INVOICE

Payee Thella Bowens



Room No. 3019  
 Arrival 01-07-17  
 Departure 01-11-17  
 Page No. 1 of 1  
 Folio Window 1  
 Folio No.

Confirmation No. 2754624401  
 Group Name American Assoc of Airport Executives  
 Booking No. 32GQ27V2

Date	Description	Charges	Credits
01-07-17	Deposit Transferred at C/I		680.50
01-07-17	- Tidepools Dinner Food	Room# 3019 : CHECK# 42403 Receipt Amt 65.81	\$ 65.81
01-07-17	Group Room	300.00	\$ 340.25
01-07-17	Accommodation Tax	27.75	
01-07-17	Room General Excise Tax	12.50	
01-08-17	Group Room	300.00	\$ 340.25
01-08-17	Accommodation Tax	27.75	
01-08-17	Room General Excise Tax	12.50	
01-09-17	Group Room	300.00	\$ 340.25
01-09-17	Accommodation Tax	27.75	
01-09-17	Room General Excise Tax	12.50	
01-10-17	Group Room	300.00	\$ 340.25
01-10-17	Accommodation Tax	27.75	
01-10-17	Room General Excise Tax	12.50	
01-11-17	American Express	XXXXXXXXXXXX	746.31
<b>Total</b>		1,426.81	1,426.81

Guest Signature

Balance

0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

Mahalo for staying with us at the Grand Hyatt Kauai Resort & Spa

We hope you had a memorable stay and will return to visit us again soon. We appreciate any feedback on the resort. Please email me at [qualitykauai@hyatt.com](mailto:qualitykauai@hyatt.com) and I will respond as quick as possible.

Hyatt Gold Passport Summary

Warmest Aloha, Kelth Butz - General Manager

No Membership to be credited

If you are interested in our Anara Spa product line, please visit us online at [www.anaraspa.com](http://www.anaraspa.com)

Join Hyatt Gold Passport today and start earning points for stays, dining and more. Visit [goldpassport.com](http://goldpassport.com)

For inquiries concerning your bill please call 1-865-869-0846  
 Or email [NA.CustomerService@Hyatt.com](mailto:NA.CustomerService@Hyatt.com)

Please remit payment to:  
 Grand Hyatt Kauai Resort and Spa  
 MC 61226  
 PO Box 1300  
 Honolulu, HI 96807

Hotel = \$ 680.50  
 Food = \$ 65.81  
 \$ 746.31

# GRAND HYATT®

Thella Bowens  


Date : 01-11-17  
Time: 11:06  
Room: 3019  
Recpt #: 457993

## PAYMENT RECEIPT

Date	Description	Amount
01-11-17	American Express	746.31USD

Guest Signature

Cashier 1035

Grand Hyatt Kauai Resort & Spa  
1571 Polpu Road  
Koloa, Hawaii, USA 96756  
Tel: 808-742-1234  
Fax: 808-742-1557  
grandhyattkauai.com

**RECEIPTS FOR AAAE AVIATION ISSUES CONFERENCE  
& POLICY REVIEW COMMITTEE MEETING  
KAUAI, HI  
JANUARY 7-11, 2017 - THELLA F. BOWENS**

BREAKFAST 1/7/17

Lemonade 2511

500 World Way  
Terminal 5  
Los Angeles, CA 90045  
424 744 5978

1042 Vivian

-----  
Chk 3156          HNNGBGFG          Gst 1  
                  Janu/ '17 08:02AM  
-----

Dine 1  
1 Soft 12.95  
1 Soft 4.00  
1 F 31 500ml 2.99  
XXXXXXXXXXXX  
Amex 21.73  
  
Subtotal 19.94  
Tax 1.79  
Payment 21.73

-----1042 Check Closed-----  
-----Jan07'17 08:02AM-----

-----  
Thank You  
Please Come Again  
-----

RECEIPTS FOR AAAE AVIATION ISSUES CONFERENCE  
& POLICY REVIEW COMMITTEE MEETING  
KAUAI, HI  
JANUARY 7-11, 2017 - THELLA F. BOWENS

DINNER 1/7/17

GRAND | HYATT

Grand Hyatt Kauai Resort and Spa  
Tidepools  
1571 Poipu Road  
Koloa, Hawaii 96756  
808 742 1234

1082061 Dallas 1

CHK 42403 TBL 6/2  
GST 1  
1/7/2017 7:37 PM

1 Garden Greens 14.00  
1 Prime Rib 8oz 39.00

Subtotal \$53.00  
\*Tax \$2.21  
Payment Due \$55.21

10.60

Tip: \_\_\_\_\_

Total: \$65.81

Room: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Earn or Redeem Points for Dining  
Gold Passport#:  
Last Name:  
Offer code(s):  
Redemption Eligible: 55.21  
\*Not point earning eligible.  
#Not point redemption eligible.

For your convenience we are  
providing the following



**RECEIPTS FOR AAAE AVIATION ISSUES CONFERENCE  
& POLICY REVIEW COMMITTEE MEETING  
KAUAI, HI  
JANUARY 7-11, 2017 - THELLA F. BOWENS**

DINNER 1/8/17

Plantation Gardens  
2253 Poipu Road  
Koloa, HI 96756  
808 742 2121

Plantation Gardens  
2253 Poipu Road  
Koloa, HI 96756  
808 742 2121

Server: Brendan 01/08/2017  
Table 17/1 8:22 PM  
Guests: 3

Server: Brendan DOB: 01/08/2017  
08:35 PM 01/08/2017  
Table 17/1 4/40036

#40036

Order Type: Order

SALE

Mixed Greens 11.50  
Ahi Poke 16.00  
GL Placido 8.50  
  
Subtotal 36.00  
Tax 1.50  
  
Total 37.50  
  
**Balance Due 37.50**

Amex 4194318  
Card #XXXXXXXXXX  
Magnetic card present: BOWENS THELLA F  
Card Entry Method: S  
Approval: 553981

Amount: \$ 37.50  
+ Tip: 7.00  
= Total: 44.50

Mahalo for visiting Plantation Gardens!  
17%= 6.12 18%= 6.48 20%= 7.20  
No Service Charge is applied.

I agree to pay the above  
total amount according to the  
card issuer agreement.

**RECEIPTS FOR AAAE AVIATION ISSUES CONFERENCE  
& POLICY REVIEW COMMITTEE MEETING  
KAUAI, HI  
JANUARY 7-11, 2017 - THELLA F. BOWENS**

LUNCH 1/11/17

Merriman's Kauai  
2829 Ala Kalanikaumaka Rd  
G149  
808.742.8385

Merriman's Kauai  
2829 Ala Kalanikaumaka Rd  
G149  
808.742.8385

Server: Kaioli 01/11/2017  
Table 21/1 12:35 PM  
Guests: 1

Server: Kaioli DOB: 01/11/2017  
12:38 PM 01/11/2017  
Table 21/1 3/30007

#30007

SALE

Arnold Palmer 4.00  
Margherita Pizza 15.00  
Add Gluten Free Crust 1.00

Amex 3145734  
Card #XXXXXXXXXX  
Magnetic card present: BOWENS THELLA F  
Card Entry Method: S

Complete Subtotal 20.00

Approval: 543424

Subtotal 20.00  
Tax 0.85

Amot \$ 21.15

2% Kitchen Surcharge 0.30

4.00

Total 21.15

\$ 25.15

**Balance Due 21.15**

A 2% Kitchen Surcharge is distributed to the kitchen staff based upon hours worked. Please ask a manager if you have questions. Big Island, Maui & Kaua'i  
www.merrimanshawaii.com  
Facebook/Twitter/Food Network

For parties of 6 or more, a 20% gratuity will be added.

I agree to pay the above total amount according to the card issuer agreement.

X\_\_\_\_\_

Merriman's Kauai  
A 2% Kitchen Surcharge is distributed to the kitchen staff based upon hours worked. Please ask a manager if you have questions. Big Island, Maui & Kaua'i  
www.merrimanshawaii.com  
Facebook/Twitter/Food Network

\*\*Guest Copy\*\*

RECEIPTS FOR AAAE AVIATION ISSUES CONFERENCE  
& POLICY REVIEW COMMITTEE MEETING  
KAUAI, HI  
JANUARY 7-11, 2017 - THELLA F. BOWENS

DINNER 1/11/17

(4)

**EATING HOUSE**  
1849  
BY ROY YAMAGUCHI

**EATING HOUSE**  
1849  
BY ROY YAMAGUCHI

Eating House 1849  
Kukui'ula Village Center A201  
2829 Ala Kalanikaumaka Rd.  
Koloa, HI 96756  
ph (808) 742-5000

Eating House 1849  
Kukui'ula Village Center A201  
2829 Ala Kalanikaumaka Rd.  
Koloa, HI 96756  
ph (808) 742-5000

403 Stormy S  
-----  
Tbl 1/1 Chk 3442 Gst 1  
Jan11'17 06:12PM  
-----  
1 WINGS 14.00  
1 MOZZARELLA SAL 16.00  
SUBTOTAL 30.00  
TAX 1.25  
06:34PM TOTAL DUE **31.25**

Date: Jan11'17 06:40PM  
Card Type: AMER EXPRESS  
Acct #: XXXXXXXXXXXX  
Card Entry: SWIPED  
Trans Type: PURCHASE  
Auth Code: 569704  
Check: 3442  
Table: 1/1  
Server: 403 Stormy S  
Reference: 533956613

MAHALO!

Like us on Facebook - Royshawaii  
Twitter @OriginalRoys  
Instagram @ROYSHAWAII  
www.royshawaii.com

Subtotal: 31.25

TIP 6.00

TOTAL **\$ 37.25**

SIGNATURE  
I AGREE TO PAY THE ABOVE TOTAL  
ACCORDING TO MY CARD ISSUER  
AGREEMENT!

**RECEIPTS FOR AAAE AVIATION ISSUES CONFERENCE  
& POLICY REVIEW COMMITTEE MEETING  
KAUAI, HI  
JANUARY 7-11, 2017 - THELLA F. BOWENS**

BAGGAGE FEE 1/11/17

\*\*\*\*\*

ISSUED BY

HAWAIIAN AIRLINES

NAME OF PASSENGER (NOT TRANSFERABLE)

BOWENS/THELLA

FROM \*\*NOT VALID FOR\*\*  
TO \*\*TRANSPORTATION\*

PASSENGER RECEIPT 1

11 JAN 17 12991705

LIH 4AR /LIHUE KAUAI

CARRIER FLIGHT CLASS DATE TIME

PSGR TICKET 1730000000000

PNR CODE

PCMSYU/I

0 HAWAIIAN AIRLINES  
REFUNDABLE ONLY WITH  
US RELATED FLIGHT CPN  
RETAIN THIS RECEIPT  
6 THROUGHOUT YOUR  
JOURNEY

AA 6031/129AN  
AA 298/11LAX  
HA 224/11HNL  
SAN DIEGO CA  
BOWENS/THELLA

SMOKE

VEL

0173446193



HA 44 61 93

LIH HNL HA  
00 OVRT 35USD 35.00  
01 FIRST BAG 24USD 24.00  
60.00  
FP 1730000000000  
0 173 2002007168 4

NOTICE: PASSENGERS MUST BE AT THE GATE OR ON THE AIRPORT 90 MINUTES PRIOR TO DEPARTURE FOR ALL FLIGHTS.

# **BUSINESS EXPENSE**

**APRIL BOLING**

REVISED 1/4/17

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

2016

SDCRAA  
JAN 04 2017

Corporate & Information Governance

MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT


EMPLOYEE NAME C. April Boling			PERIOD COVERED Dec. 2016	
DEPARTMENT/DIVISION				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
12/5/16	29.40	Airport/Exec.Finance Comm. Mtg.		
12/15/16	29.40	Airport/ALUC Mtg.		
12/21/16	29.40	Airport/Noise Advisory Comm. Mtg.		
SUBTOTAL		88.20	SUBTOTAL	

Computation of Reimbursement

	88.20
REIMBURSEMENT RATE: (see below) *	Rate as of January 2016 X 0.540
TOTAL MILEAGE REIMBURSEMENT	47.63
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)	
TOTAL REIMBURSEMENT REQUESTED	\$ 47.63

I acknowledge that I have read, understand and agree to Authority Policy 3.30 - Business Expense Reimbursement Policy and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct.

Business Expense Reimbursement Policy 3.30

 SIGNATURE OF EMPLOYEE	   DEPT./DIV. HEAD APPROVAL
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**THELLA F. BOWENS**



# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## BUSINESS EXPENSE REIMBURSEMENT REPORT

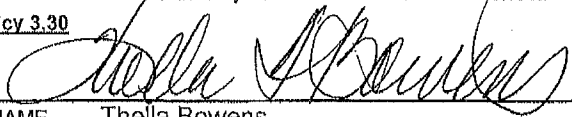
Sep 2016-Jan 2017

Period Covered

DATE	G/L Account	Description	AMOUNT
9/28/2016	66290	Parking for San Diego Tourism Assn Workshop	\$ 8.00
10/11/2016	66290	Parking for Construction Management Association of America Event	\$ 35.00
1/18/2017	66290	Parking for San Diego Tourism Assn Meeting	\$ 2.00
TOTAL			\$45.00

I acknowledge that I have read, understand and agree to Authority \*Policy 3.30 - Business Expense Reimbursement Policy and that any purchases that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct.

\* Policy 3.30



NAME Thella Bowens

DATE 1/18/2017

APPROVED:

NAME

DATE

RECEIPTS FOR BUSINESS EXPENSE REIMBURSEMENT

Sep 2016-Jan 2017

THELLA F. BOWENS

SOTA LUNCH SHERATON  
THANK YOU  
SHERATON SAN DIEGO  
MARINA TOWER

09/28/2016 12:13PM 08  
000C00#8296 CLERK08

\*COPY\*

#001

\$8 DOLLARS      T: \$8.00

ITEMS  
CHARGE

10

\$8.00

CMAA GALA / SPEAKING  
EVENT

HILTON BAYFRONT  
HAVE A NICE DAY

Rcpt#163426

10/11/16 21:59 L# 7 AM 8 Txn#409260

10/11/16 18:08 In 10/11/16 21:59 Out

Last Fee: 01 \$ 35.00

Total Fee \$ 35.00

CASH PAID \$ 35.00

Cash Tender \$ 35.00

Change Due \$ 0.00

SOTA BOARD MTG

City of San Diego

America's Finest City

Wed Jan 18, 2017 07:30 AM

Pole: U-500W

Trans: 0878R

Paid: \$ 2.00

Expires:

**09:36 AM**

**01/18/2017**

Place on dash - face up

RECEIPT  
PARKING RECEIPT  
PARKING RECEIPT  
PARKING R

**ROBERT GLEASON**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**2016**

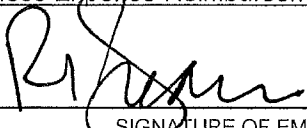
**MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT**

EMPLOYEE NAME Robert H. Gleason			PERIOD COVERED November, 2016	
DEPARTMENT/DIVISION 2/Board				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
11/10/16			Parking fee for Intl. Affairs Board Presentation	10.00
<b>SUBTOTAL</b>			<b>SUBTOTAL</b>	<b>10.00</b>

**Computation of Reimbursement**

REIMBURSEMENT RATE: (see below) *	Rate as of January 2016	X	-
TOTAL MILEAGE REIMBURSEMENT			-
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)			10.00
TOTAL REIMBURSEMENT REQUESTED			\$ 10.00

I acknowledge that I have read, understand and agree to \*Authority Policy 3.30 - Business Expense Reimbursement Policy and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct.  
Business Expense Reimbursement Policy 3.30

  
 SIGNATURE OF EMPLOYEE

Approved by a motion of the Executive Committee at its \_\_\_\_\_ meeting.

DEPT./DIV. HEAD APPROVAL

*RHB - AA expense*  
*Parking for Intl Affairs*  
SD EVJ PARKADE 92888 *Board*  
1265 1ST AVE *present.*  
SAN DIEGO, CA 92101

11/10/2016

15:06:17

CREDIT CARD

VISA SALE

Card #	XXXXXXXXXXXX
Chip Card	Visa Credit
AID:	A0000000031010
ATC:	0000
TC:	F969D67D50219E69
SEQ #:	15
Batch #:	70
INVOICE	15
Approval Code:	710160
Entry Method:	Chip Read
Mode:	Issuer

SALE AMOUNT \$10.00

CUSTOMER COPY

**LLOYD HUBBS**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**2016**

SDCRAA  
DEC 15 2016  
Corporate & Information Group Services

**MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT**

EMPLOYEE NAME <i>LLOYD HURBS</i>			PERIOD COVERED <i>DEC. 2016</i>	
DEPARTMENT/DIVISION <i>BOARD</i>				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
<i>12-5-16</i>	<i>60</i>	<i>AUTHORITY</i>		
<i>12-15-16</i>	<i>60</i>	<i>"</i>		
SUBTOTAL: <i>120</i>			SUBTOTAL	

**Computation of Reimbursement**

REIMBURSEMENT RATE: (see below) *	Rate as of January 2016	X	<i>120</i> 0.540
TOTAL MILEAGE REIMBURSEMENT			-
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)			-
TOTAL REIMBURSEMENT REQUESTED			<i>\$64.80</i>

I acknowledge that I have read, understand and agree to \*Authority Policy 3.30 - Business Expense Reimbursement Policy and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct.

Business Expense Reimbursement Policy 3.30

*Lloyd Hurbs*

SIGNATURE OF EMPLOYEE

DEPT./DIV. HEAD APPROVAL

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**20167**

SDCRAA  
JAN 19 2017  
Corporate & Information Governance

**MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT**

EMPLOYEE NAME <i>LLOYD HUBBS</i>			PERIOD COVERED <i>Jan. 2017</i>	
DEPARTMENT/DIVISION <i>BOARD</i>				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
<i>1-5-17</i>	<i>60</i>	<i>AUTH- Bch Mtg</i>		
<i>1-12-17</i>	<i>60</i>	<i>AUTH EXEC REP</i>		
<i>1-19-17</i>	<i>60</i>	<i>AUTH CIPOC</i>		
SUBTOTAL		<i>180</i>		

**Computation of Reimbursement**

REIMBURSEMENT RATE: (see below) *	Rate as of January 2016	X	0.540
TOTAL MILEAGE REIMBURSEMENT			<i>180</i> -
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)			-
TOTAL REIMBURSEMENT REQUESTED			\$ <i>97.26</i>

I acknowledge that I have read, understand and agree to \*Authority Policy 3.30 - Business Expense Reimbursement Policy and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct.

Business Expense Reimbursement Policy 3.30

*Lloyd Hubbs*  
SIGNATURE OF EMPLOYEE

DEPT./DIV. HEAD APPROVAL