

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

**Revised 9/10/18**

## **SPECIAL BOARD** **AGENDA**

Thursday, September 13, 2018  
9:00 A.M.

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

### Board Members

C. April Boling  
Chairman

Greg Cox  
Jim Desmond  
Mark Kersey  
Robert T. Lloyd  
Paul Robinson  
Johanna S. Schiavoni  
Michael Schumacher  
Mark B. West

### Ex-Officio Board Members

Cory Binns  
Col. Charles B. Dockery  
Jacqueline Wong-Hernandez

### President / CEO

Kimberly J. Becker

***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 Board Services 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 Board Services/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 Board Services /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. SAN DIEGO INTERNATIONAL AIRPORT INNOVATION LAB UPDATE:**  
Presented by Rick Belliotti, Director, Innovation and Small Business Development
- B. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE TWELVE MONTHS ENDED JUNE 30, 2018:**  
Presented by Scott Brickner, Vice President, Finance & Asset Management

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

- **AUDIT COMMITTEE:**  
Committee Members: Hollingworth, Lloyd, Robinson (Chair), Schiavoni, Tartre, Van Sambeek, West
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**  
Committee Members: Boling, Kersey (Chair), Schumacher, Robinson
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**  
Committee Members: Boling, Cox, Desmond (Chair), Kersey
- **FINANCE COMMITTEE:**  
Committee Members: Cox (Chair), Lloyd, Schiavoni, West

***ADVISORY COMMITTEES***

- **AUTHORITY ADVISORY COMMITTEE:**  
Liaison: Robinson (Primary), Schiavoni
- **ART ADVISORY COMMITTEE:**  
Committee Member: Robert H. Gleason

***LIAISONS***

- **CALTRANS:**  
Liaison: Gubbins
- **INTER-GOVERNMENTAL AFFAIRS:**  
Liaison: Cox

- **MILITARY AFFAIRS:**  
Liaison: Woodworth
- **PORT:**  
Liaisons: Boling, Cox, Robinson
- **WORLD TRADE CENTER:**  
Representatives: Robert H. Gleason

***BOARD REPRESENTATIVES (EXTERNAL)***

- **SANDAG TRANSPORTATION COMMITTEE:**  
Representatives: Boling (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 1-14):**

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 June 7, 2018 and July 12, 2018 regular meetings; and August 3, 2018, August 14, 2018, and August 24, 2018 special meetings.

**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.

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

**3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM JUNE 11, 2018 THROUGH AUGUST 12, 2018 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM JUNE 11, 2018 THROUGH AUGUST 12, 2018:**

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

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

**4. SEPTEMBER 2018 LEGISLATIVE REPORT:**

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2018-0089, approving the September 2018 Legislative Report.

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

**5. BIENNIAL REVIEW AND AMENDMENT OF AUTHORITY CODE SECTION 2.30 – CONFLICTS OF INTEREST:**

The Board is requested to approve the amendment.

RECOMMENDATION: Adopt Resolution No. 2018-0090, amending Authority Code Section 2.30 – Conflict of Interest Code.

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

**CLAIMS**

**COMMITTEE RECOMMENDATIONS**

**6. ACCEPT THE UNAUDITED FINANCIAL STATEMENTS FOR THE TWELVE MONTHS ENDED JUNE 30, 2018:**

The Board is requested to accept the report.

RECOMMENDATION: Accept the report.

**(Finance and Asset Management: Kathy Kiefer, Senior Director)**

**7. ACCEPT THE AUTHORITY'S INVESTMENT REPORT AS OF JULY 31, 2018:**

The Board is requested to accept the report.

RECOMMENDATION: Accept the report.

**(Business and Financial Management: Geoff Bryant, Manager, Airport Finance)**

## **CONTRACTS AND AGREEMENTS**

**8. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE U.S. DEPARTMENT OF HOMELAND SECURITY - TRANSPORTATION SECURITY ADMINISTRATION (TSA):**

The Board is requested to approve an MOU.

RECOMMENDATION: Adopt Resolution No. 2018-0091, approving and authorizing the President/CEO to execute a Memorandum of Understanding (MOU) with the U.S. Department of Homeland Security - Transportation Security Administration (TSA) to support installation of TSA supplied Uninterruptable Power Supply (UPS) equipment for a total cost of \$40,000, in support of power conditioning of existing four (4) Explosion Detection Devices located in Terminal 2 West Checked Baggage Inspections System area at San Diego International Airport.

**(Airside & Terminal Operations: Amiel Porta, Manager)**

**9. AUTHORIZATION TO EXECUTE TWO LEASE AGREEMENTS WITH FEDERAL AVIATION ADMINISTRATION COVERING THE AIR TRAFFIC CONTROL TOWER (ATCT) AND SELECT NAVIGATIONAL AIDS AT SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to execute lease agreements.

RECOMMENDATION: Adopt Resolution No. 2018-0092, authorizing the President/CEO to enter into a Lease Agreement for a term of fifteen years with the Federal Aviation Administration covering the Air Traffic Control Tower and Base Building.

Adopt Resolution No. 2018-0093, authorizing the President/CEO to enter into a Lease Agreement for a term of fifteen years with the Federal Aviation Administration covering certain FAA-owned and operated navigational aids at San Diego International Airport.

Adopt Resolution No. 2018-0094, authorizing the President/CEO to modify the existing Memorandum of Agreement with the Federal Aviation Administration to revise the list of facilities to remove the facilities and assets included in Resolution 2018-0092 and Resolution 2018-0093.

**(Business Management: Eric Podnieks, Program Manager)**

**10. AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A NON-BINDING PARTNERSHIP AGREEMENT WITH THE SAN FRANCISCO AIRPORT COMMISSION REGARDING JOINT COLLABORATION ON THE ADVANCEMENT OF SUSTAINABLE AVIATION FUEL:**

The Board is requested to authorize a partnership agreement.

RECOMMENDATION: Adopt Resolution No. 2018-0095, authorizing the President/CEO to execute a non-binding Partnership Agreement with the City and County of San Francisco (through its Airport Commission) regarding joint collaboration on the advancement of Sustainable Aviation Fuel.

**(Airport Planning & Environmental: Brendan Reed, Director)**

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

**11. AWARD A CONTRACT TO NUERA CONTRACTING LP FOR QUIETER HOME PROGRAM PHASE 9, GROUP 7, PROJECT NO. 380907 NINETEEN (19) HISTORIC SINGLE-FAMILY UNITS ON NINETEEN (19) RESIDENTIAL PROPERTIES LOCATED EAST AND WEST OF THE AIRPORT:**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2018-0096, awarding a contract to Nuera Contracting LP in the amount of \$1,461,077 for Phase 9, Group 7, Project No. 380907, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

**(Airport Planning & Environmental: Brendan Reed, Director)**

**12. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN ON-CALL AIRPORT SIGNAGE FABRICATION AND REPAIR SERVICE AGREEMENT WITH SIGN AGE IDENTITY SYSTEMS, INC.:**

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2018-0097, approving and authorizing the President/CEO to negotiate and execute an on-call airport signage fabrication and repair service agreement with Sign Age Identity systems, Inc. for a term of three years, with the option for two one-year extensions exercisable at the sole discretion of the President/CEO, for an amount not-to-exceed \$2,000,000.

**(Airside & Terminal Operations: Amiel Porta, Manager)**

**13. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN ON-CALL PEST MANAGEMENT SERVICES AGREEMENT WITH CARTWRIGHT TERMITE & PEST CONTROL, INCORPORATED:**

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2018-0098, approving and authorizing the President/CEO to execute an On-Call Pest Management Services Agreement with Cartwright Termite & Pest Control, Incorporated, for a term of three years, with the option for two one-year extensions exercisable at the sole discretion of the President/CEO, in an amount not-to-exceed \$5,000,000.

**(Airport Planning & Environmental: Brendan Reed, Director)**

**14. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN ON-CALL ROADWAY PAINTING AND SLURRY SEALING SERVICE AGREEMENT WITH STATEWIDE STRIPES, INC.:**

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2018-0099, approving and authorizing the President/CEO to execute an on-call roadway painting and slurry sealing service agreement with Statewide Stripes, Inc., for a term of three years, with the option for two one-year extensions exercisable at the discretion of the President/CEO, for a total not-to-exceed amount of \$5,772,873.

**(Facilities Management: David LaGuardia, Director)**

**PUBLIC HEARINGS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**15. AWARD AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT FOR PARKING MANAGEMENT SERVICES:**

The Board is requested to award an agreement.

RECOMMENDATION: Adopt Resolution No. 2018-0100, awarding and authorizing the President/CEO to execute an agreement with Ace Parking Management, Inc. for Parking Management Services for a term of three (3) years with an option for two (2) one-year extensions in an amount not to exceed thirty-eight million dollars (\$38,000,000).

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

**16. AWARD AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT FOR AIRPORT SHUTTLE SERVICES:**

The Board is requested to award an agreement.

RECOMMENDATION: Adopt Resolution No. 2018-0101, awarding and authorizing the President/CEO to execute an agreement with Ace Parking Management, Inc. for Airport Shuttle Services for a term of three (3) years with an option for two (2) one-year extensions in an amount not to exceed forty-five million dollars (\$45,000,000).

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

**17. NUMBER NOT USED**

**18. RENEWAL OF THE HEALTH AND WELFARE BENEFITS PROGRAM FOR 2019:**

The Board is requested to approve the program.

RECOMMENDATION: Adopt Resolution No. 2018-0103, approving the renewal of the Health and Welfare Benefits Program for 2019.

**(Talent, Culture & Capability: Kurt Gering, Director; and Willis Towers Watson: Heather Hill, Associate Director)**

**CLOSED SESSION:**

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

(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)

Name of Case: San Diego County Regional Airport Authority v. American Car Rental, Inc., San Diego Superior Court Case No. 37-2016-00024056-CL-BC-CTL

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

(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)

Name of Case: K.S.A.N. L.L.C v. San Diego County Regional Airport Authority, et al. San Diego Superior Court Case No. 37-2017-00024982-CU-NP-CTL

- 21. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: Future DB International, Inc. v. San Diego County Regional Airport Authority, et al.  
San Diego Superior Court Case No. 37-2018-00001531-CU-CR-CTL
- 22. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code 54956.9)  
Name of Case: Robert Bobbett and Donna Kashani v. San Diego Unified Port District, et al.  
San Diego Superior Court Case No. 37-2018-00014667-CU-PO-CTL
- 23. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: Park Assist LLC v. San Diego County Regional Airport Authority, et al.  
United States District Court Case No. 18 CV2068 LAB MDD
- 24. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: Enterprise Rent-a-Car Co. Of Los Angeles LLC v. San Diego Unified Port District, San Diego Superior Court Case No. 37-2018-00028276-CU-MC-CTL
- 25. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Cal. Gov. Code §54956.9)  
Number of cases: 2
- 26. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.  
Number of potential cases: 1
- 27. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Navy Boat Channel Environmental Remediation  
Number of potential cases: 1
- 28. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Number of potential cases: 2

**29. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**

Property: Airline Operating and Lease Agreement - San Diego International Airport  
Agency Negotiator: Kim Becker, Scott Brickner, John Dillon, Kathy Kiefer, Amy Gonzalez  
Negotiating Parties: Alaska Airlines, Allegiant Airlines, American Airlines, British Airways, Delta Airlines, FedEx, JetBlue Airlines, Southwest Airlines, United Airlines  
Under Negotiation: price and terms of payment

**30. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**

Property: Non-Exclusive Concession Lease - San Diego International Airport  
Agency Negotiator: Eric Podnieks, Susan Diekman  
Negotiating Parties: Lucas Yezik, In-Ter-Space dba Clear Channel

**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>
October 4	Thursday	9:00 A.M.	Regular	Board Room

Item A

# SAN DIEGO INTERNATIONAL AIRPORT INNOVATION LAB



## Why.....

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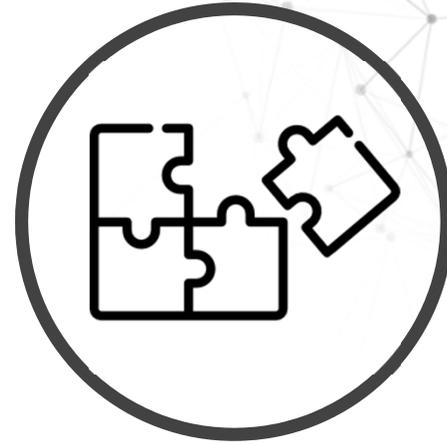
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**Long sales cycles not  
conducive to test  
innovations**



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**Barriers to entry and  
airport experience  
usually required**



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**Missing out on  
Innovation**

## Innovation Lab Helps innovators Get Into The Airport Industry



Develop, build & test new airport-related products and services in provided space



Access to a 3,500 sq. ft terminal-like space to test prototypes and possible access to a terminal with 22M passengers per year

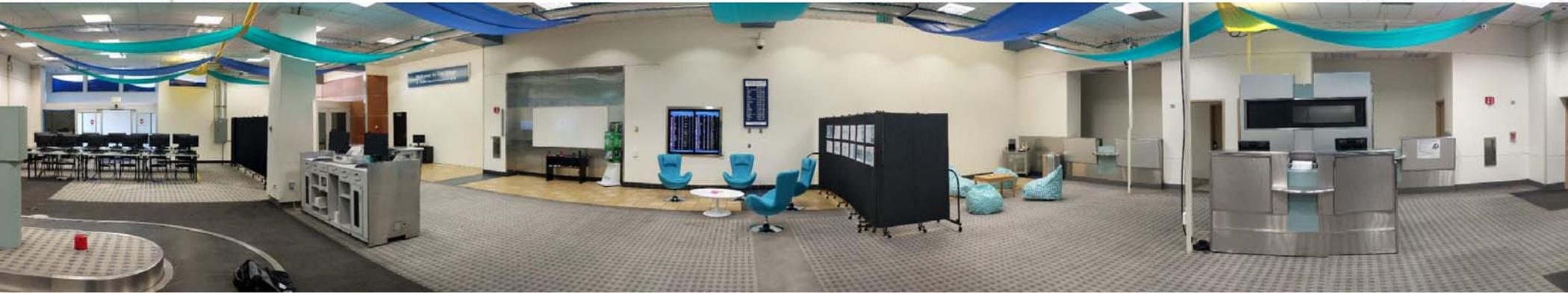


Guided collaboration between companies, innovators and industry executives and experts

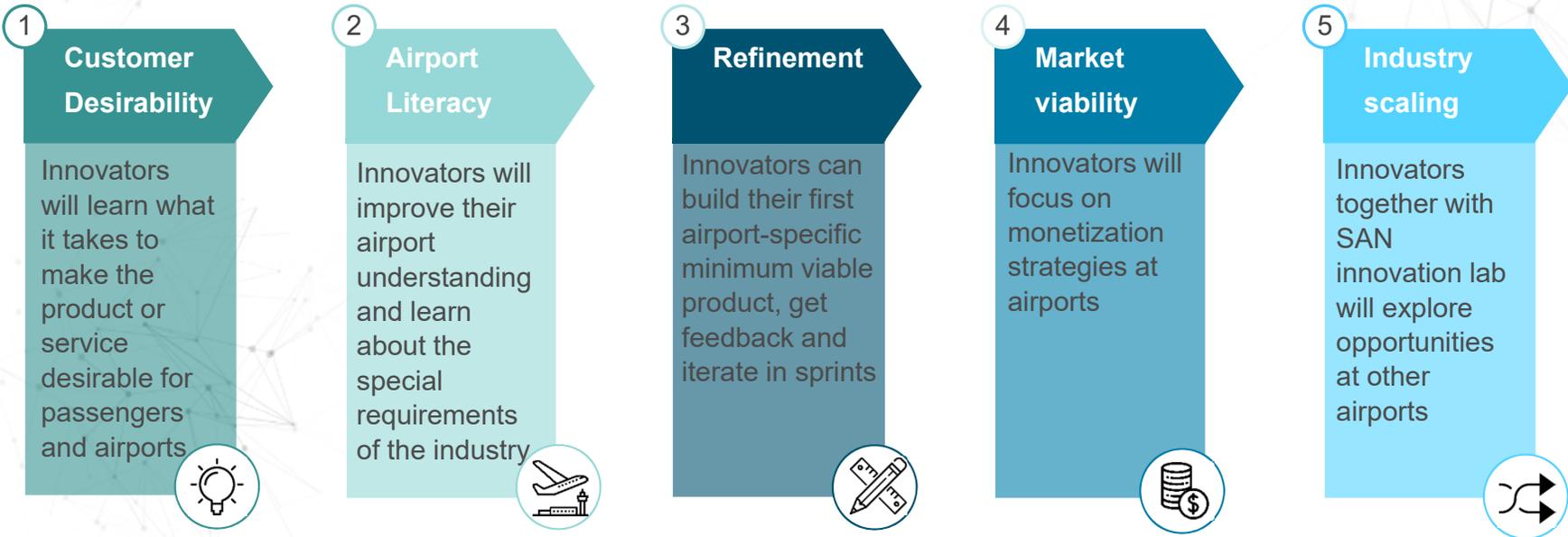


Opportunity for implementation of successful ideas at SAN





## 16-week program to learn, build and iterate







## Shortlist against 4 key dimensions , 2 side factors

KEY



**Improvement of  
passenger experience**



**Increase Revenue\***

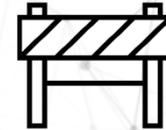


**Improve operational  
efficiency**



**Decrease Costs**

SIDE



**Potential Risks\*\***



**Market Opportunities\*\*\***

# Initial Opportunity Areas: Parking and Unique Needs

**SAN is a great location to develop parking related innovation – with full access to build, test and refine your product in real airport operations**

**\$41.4M** parking revenue 2017

**22M** passengers at SAN in 2017

Rise in ride-sharing increases need to ensure parking has customer value

Parking plaza opens May 2018; longer term the # parking spaces will decrease

**Goal:** Added value to parking services and increase its operational efficiency

SAN Innovation Lab

## Parking

**22M** passengers at SAN in 2017

**550** flights each day

**11M** passengers with disabilities worldwide

**400,000** projected annual international arrivals in 2024

**22M** passengers, 250 ambassadors and a growing number of international travelers make SAN a great location for customer service innovation

SAN Innovation Lab

## Unique Needs

**SAN Innovation Lab Batch 2018 #1a: PARKING**

Parking is one of the major revenue sources for airports, generating \$41M per year at SAN. With the rise of ride sharing, airports are under pressure to secure and expand their parking revenue

The Authority is seeking innovative solutions that will add value to the parking customer experience and/or increase the efficiency of parking

**The ideal solution:**

- Has an existing prototype that can be tested with passengers in a real-life (airport) parking environment
- Is either new to US airports or is an existing solution where there is an extension of the service/product that the company would like to test at SAN

SAN Innovation Lab

**SAN Innovation Lab Batch 2018 #1b: Customer Service**

Airports are challenging places. Many passengers may be overwhelmed and need special assistance, including but not limited to those with disabilities (e.g. physical, cognitive & sensory), language barriers

The Authority is seeking innovative solutions to reduce complexity and help by providing people with the assistance they want and need

**Ideal solution:**

- Has an existing/draft prototype that can be tested with SAN passengers in our airport
- Is either new to US airports OR is an existing solution where there is an extension of the service/product that the company would like to test at SAN

SAN Innovation Lab

## Pitch Deck Must Meet These Criteria

✓ Quality of the idea

✓ Uniqueness

✓ Business plan

✓ Financial impact to SDCRAA

✓ Time and operational impact

✓ Experience of the team

✓ Scalable to other airports

✓ Program fit

## SDCRAA Gives to Get Minor Share of Future Revenue

### SAN offering:

- Access to high barrier industry
- Access to 3500 sq. ft and possible access to the actual airport
- A 16 week program with 1:1 mentoring, expert talks and All for **no equity!**

### In return:

- SAN proposes a **negotiable revenue share** for the next 5-10 years.
- There are many models that can meet this requirement.

## How Innovators Apply now and Are Selected



### Apply online

- <http://www.san.org/Business-Opportunities/Innovation-Lab>
- Find an example pitch deck here
- Application deadline: May 31, 2018
- The program starts in July



### Selection Criteria\*

- Quality of the idea
- Time and operational impact
- Uniqueness
- Experience of the team
- Business plan
- Scalable to other airports/ industries
- Financial impact to SAN
- Program fit
- Proposed revenue share



### Cost

- No direct costs for startups





# Current Status

## Award Winning!

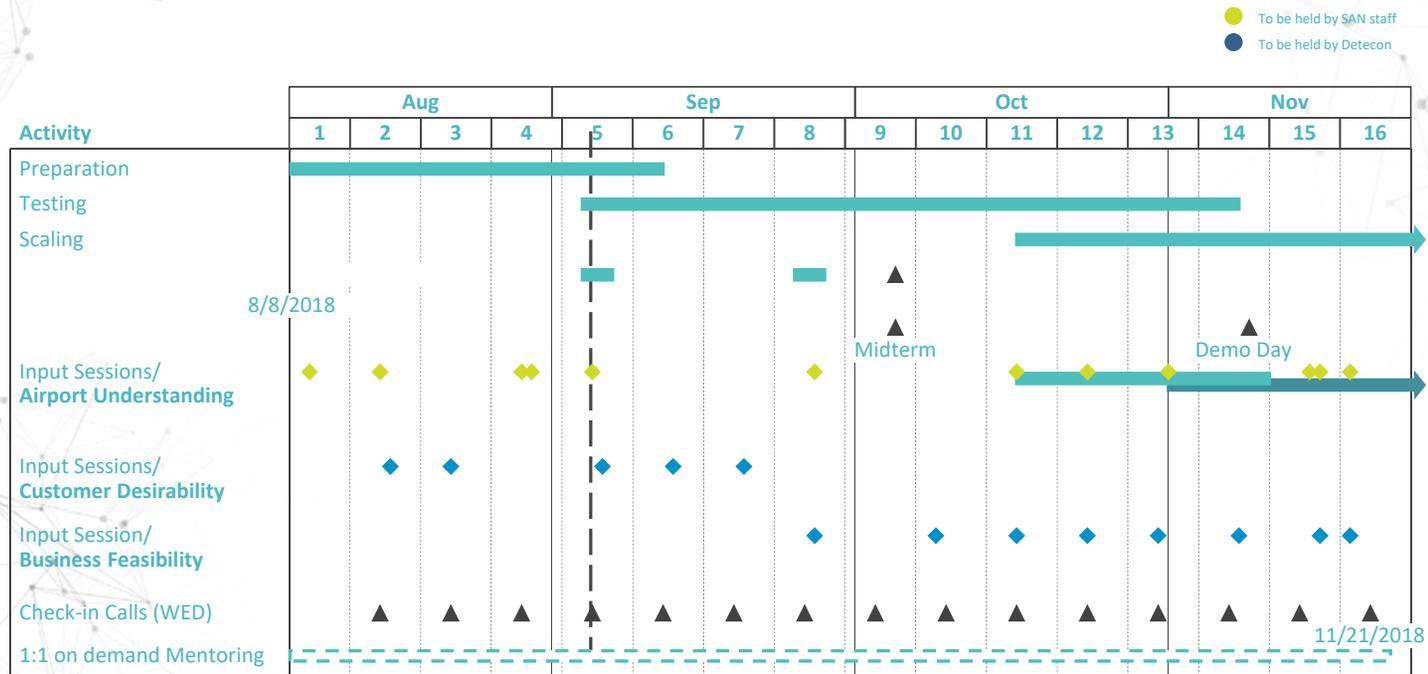


**AAAE 2018 Most Innovative Large Hub Airport**

## Current Status

- 9 companies, two batches
  - 4 – Customer Service
  - 5 – Parking
- 16 week program – Twice a week workshops/activities, testing period
- 1 Midterm presentation
- 1 Demo Day

# Airport Innovation Lab Timeline



## Parking Batch Solutions

- Off-airport Valet parking service
- Rental car valet
- Parking booking system, including payment integration and rewards system
- Car sharing platform
- Global parking booking solution
- Rideshare software to optimize the ride sharing experience



## Customer Service Batch Solutions

- Secure storage and delivery of bags for arriving and departing passengers
- Online lost and found tracking and delivery software
- Airport assistance services such as meet and greet, concierge and baggage assistance
- Special service request prototype for on demand and planned requests





Thank You!!

Item B



## Review of the Unaudited Financial Statements for the Twelve Months Ended June 30, 2018

Presented by:  
Scott Brickner  
Vice President, CFO

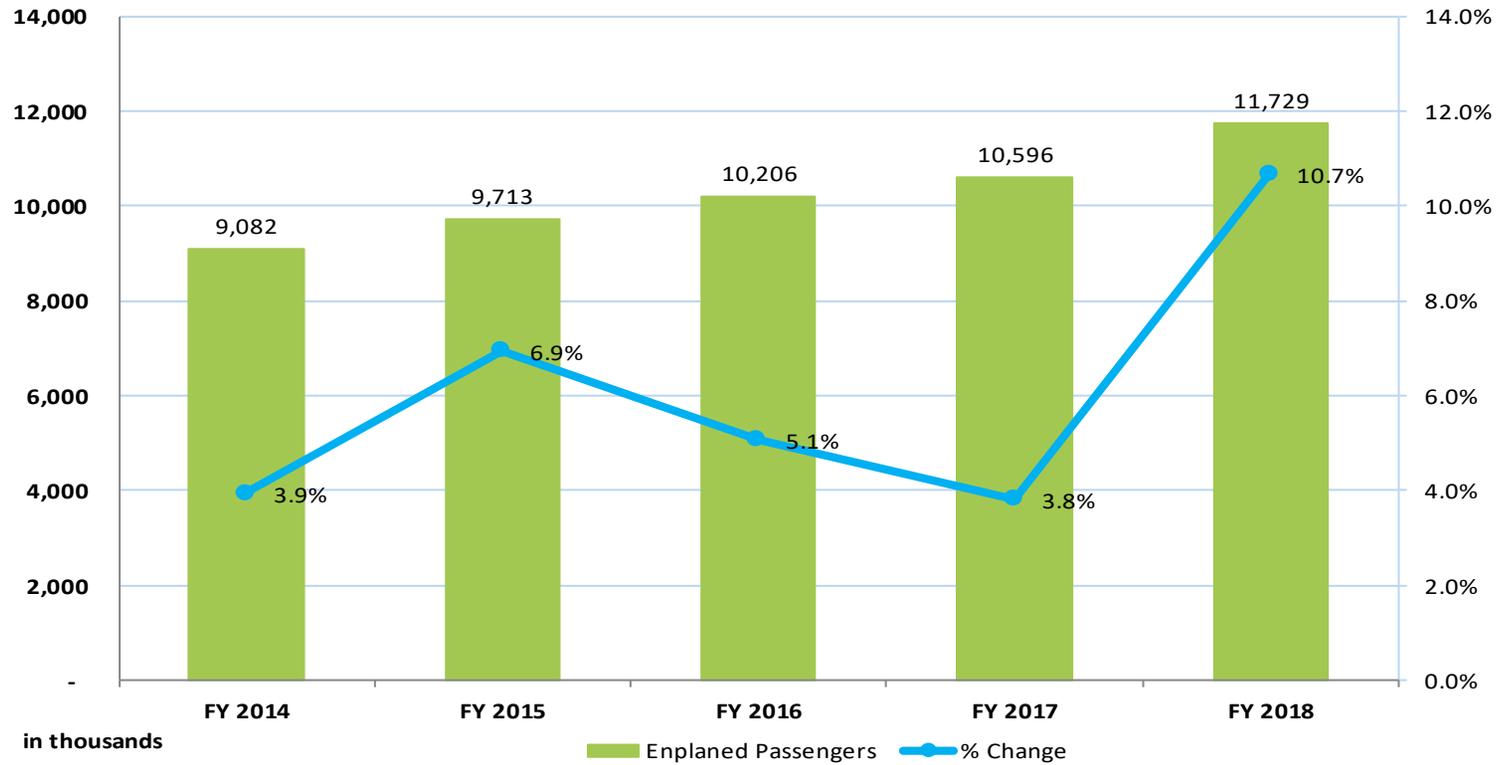
September 13, 2018



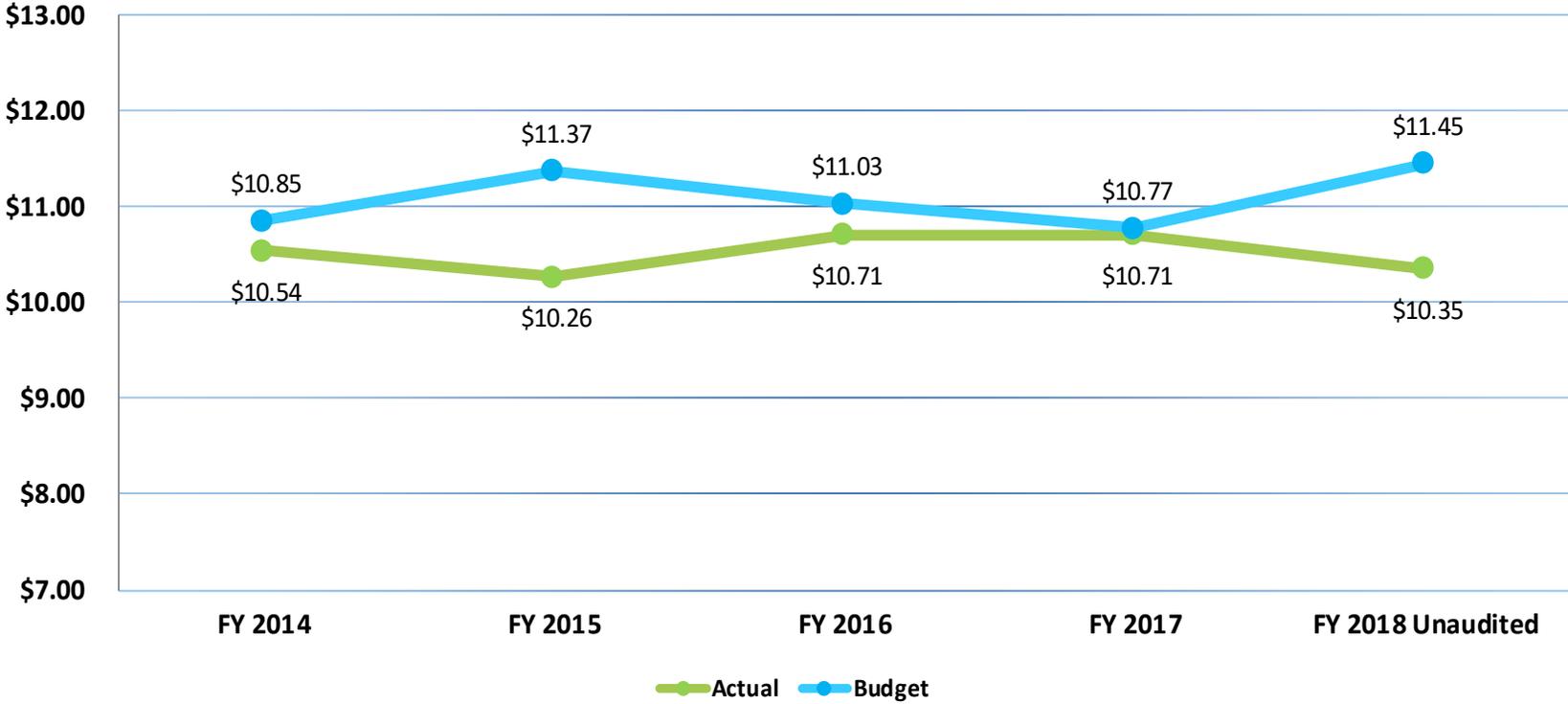
# Key Performance Indicators



# Enplanements

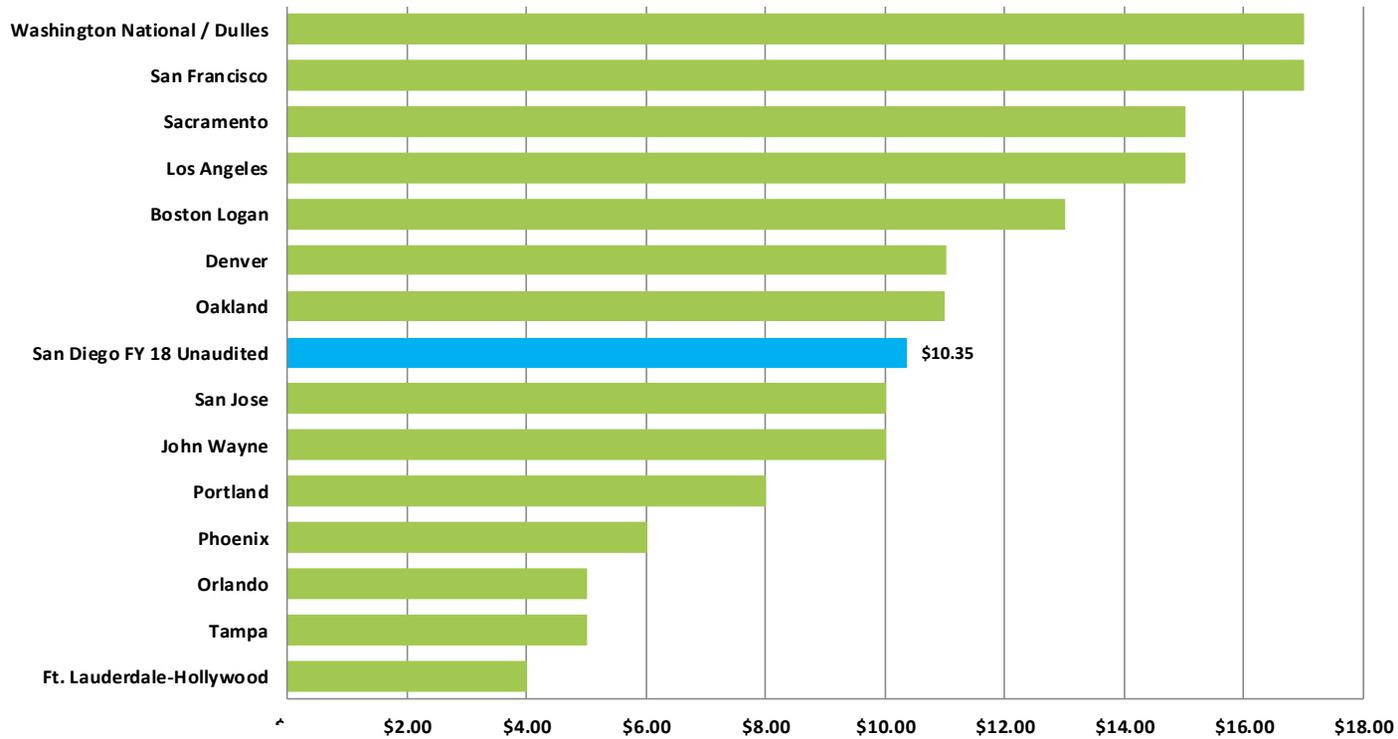


# Cost Per Enplaned Passenger

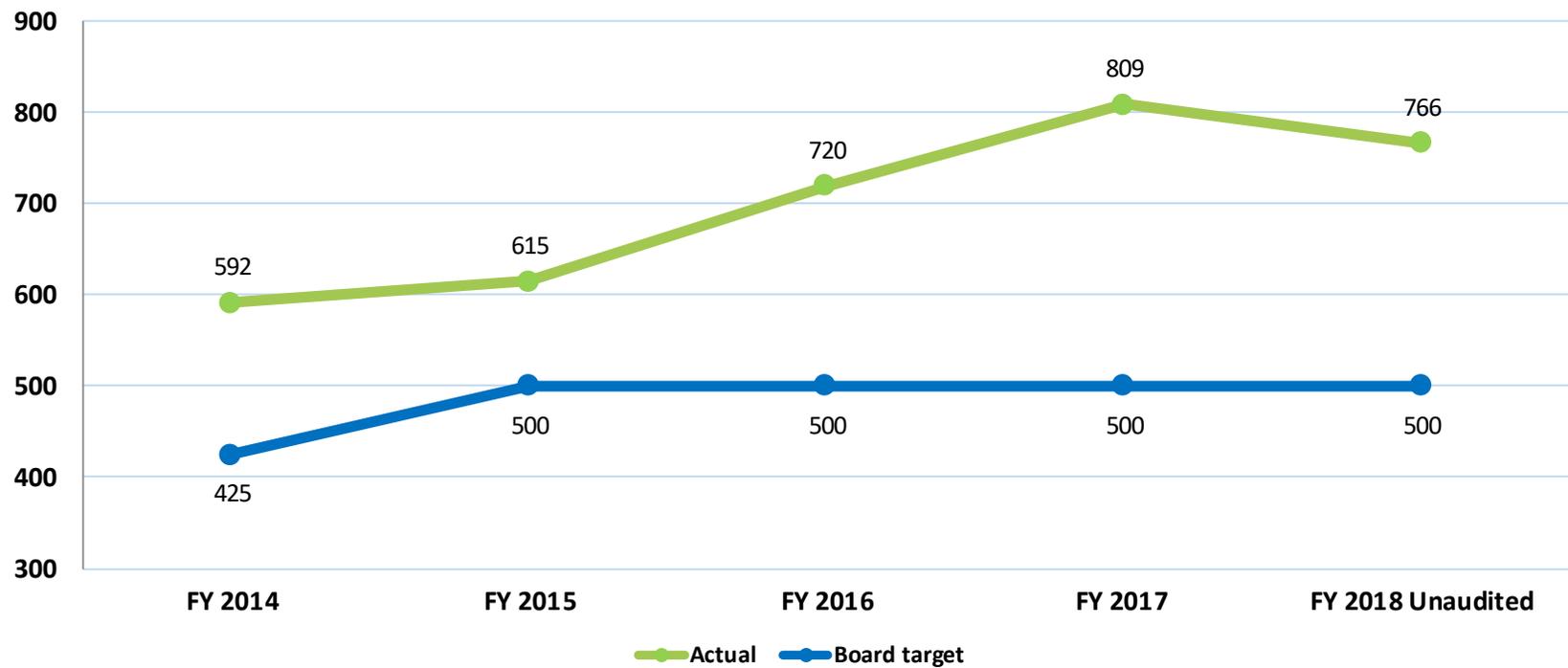


# Cost per Enplaned Passenger

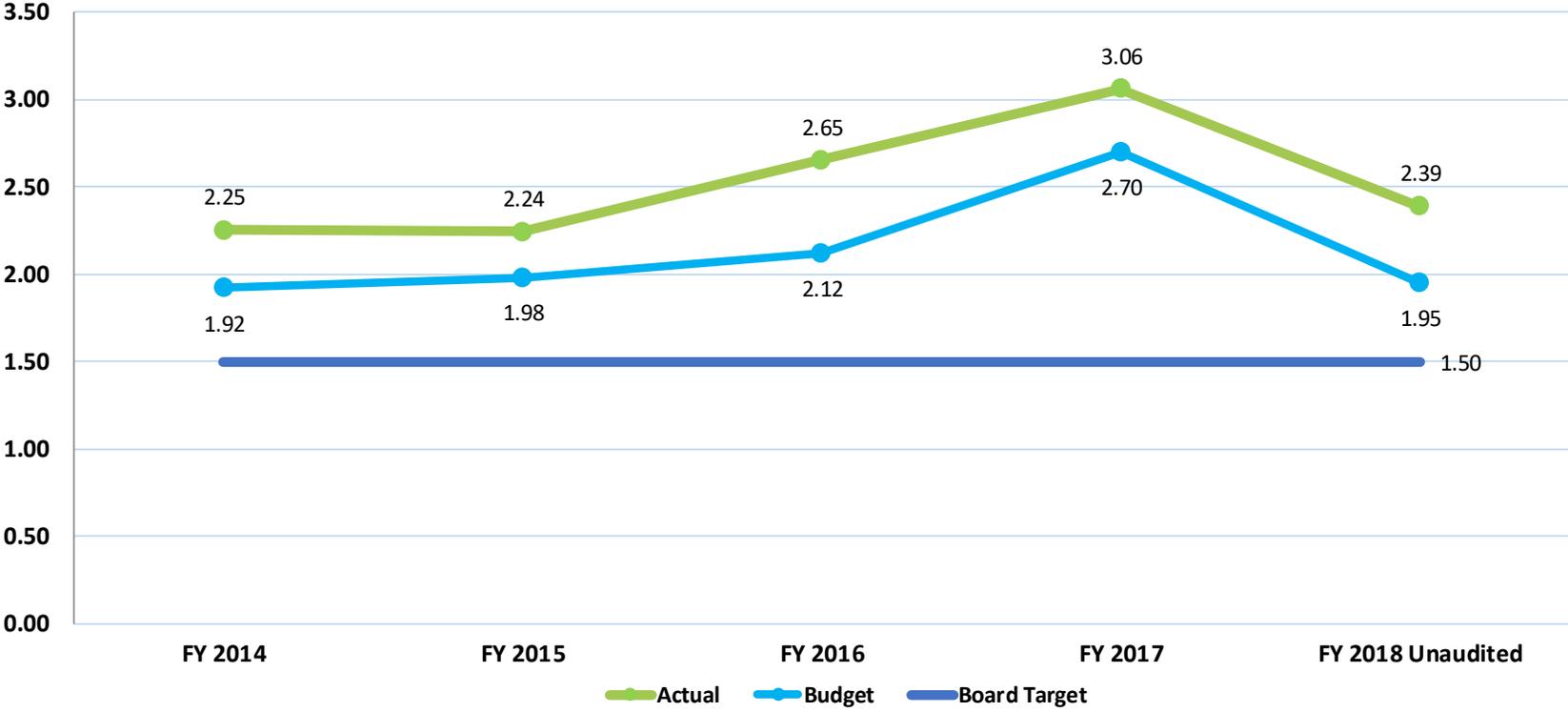
## For Select Airports



# Days Cash on Hand

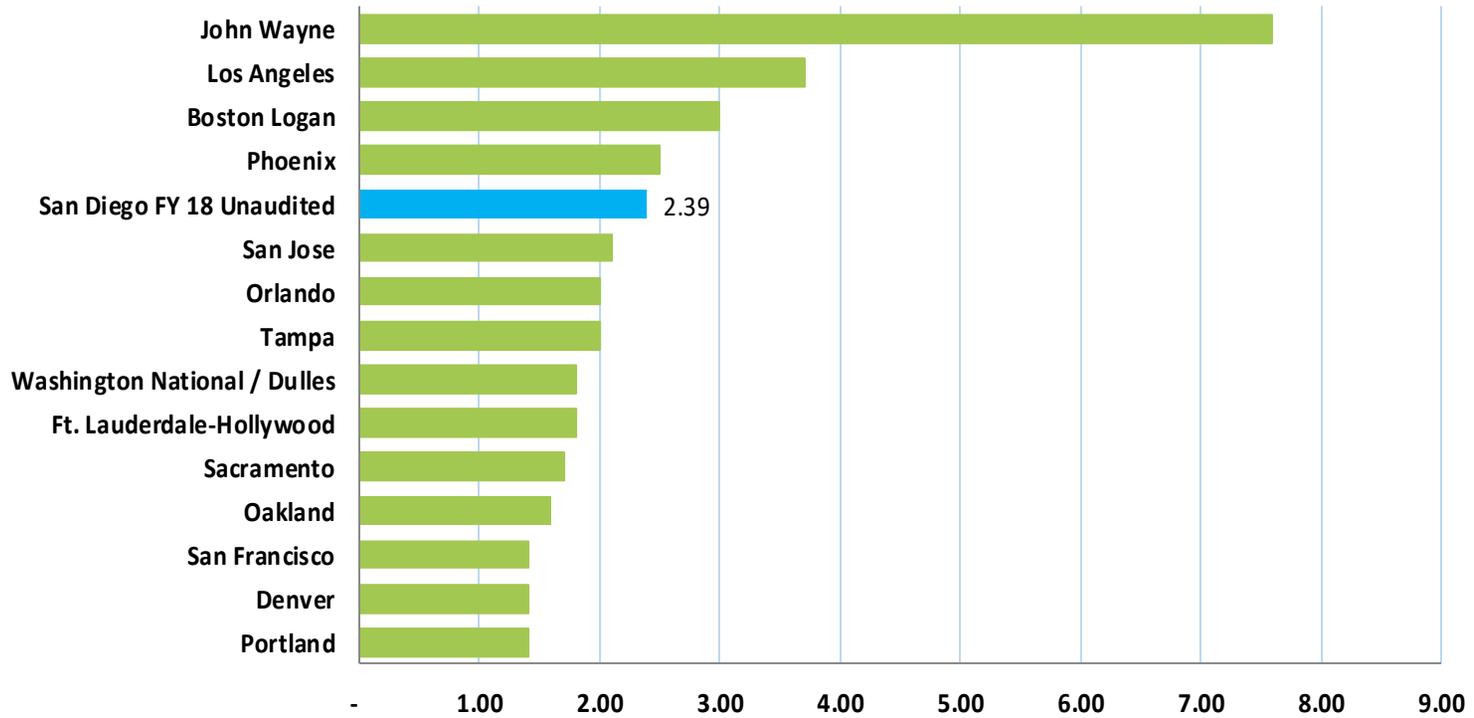


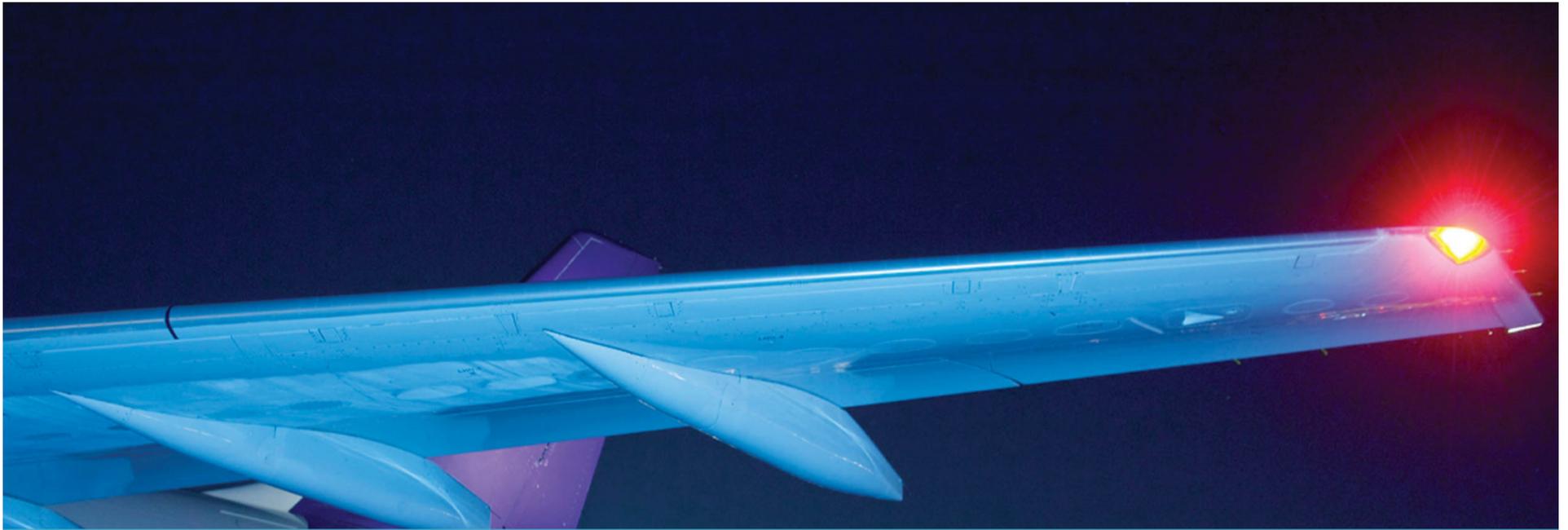
# Debt Service Coverage



# Debt Service Coverage

For Select Airports



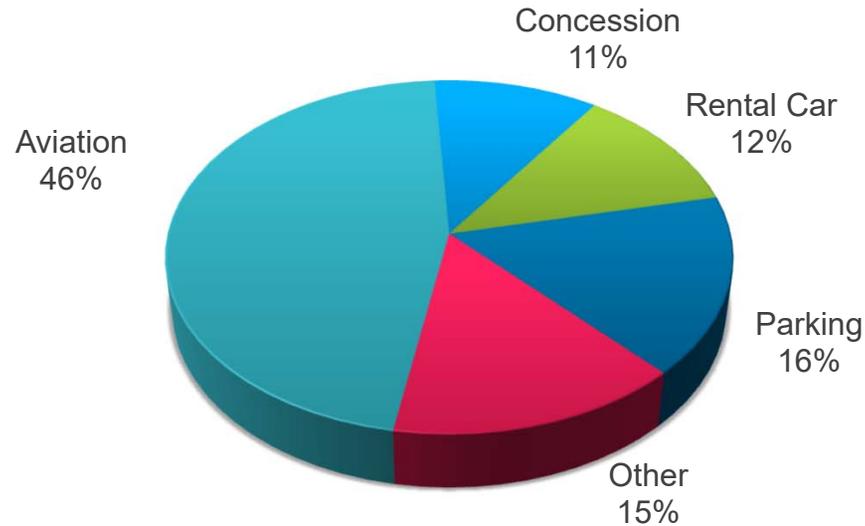


# Financial Performance for the Twelve Months Ended June 30, 2018 (Unaudited)

# Operating Revenues

## Twelve Months Ended June 30, 2018 (Unaudited)

### Actual Operating Revenues by Percentage

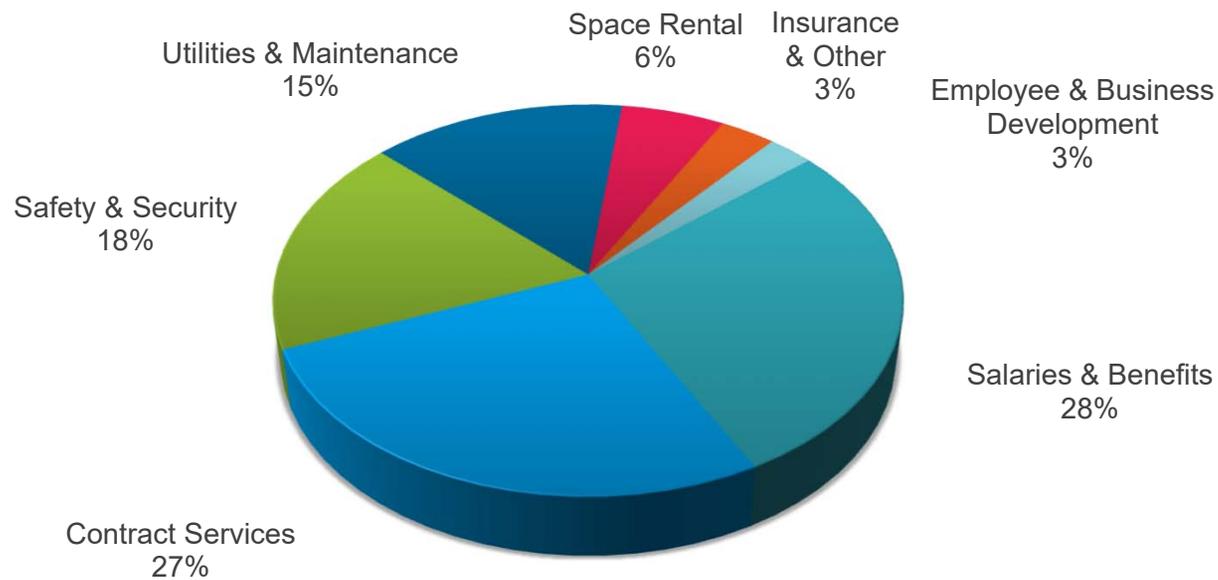


(in \$000s)	<u>Aviation Revenue</u>	<u>Concession Revenue</u>	<u>Rental Car Revenue</u>	<u>Parking Revenue</u>	<u>Other Revenue</u>	<u>Total Operating Revenue</u>
<b>Prior Year</b>	\$ 116,381	\$ 26,146	\$ 30,162	\$ 41,355	\$ 34,803	\$ 248,847
<b>Budget</b>	124,253	25,702	30,082	40,601	34,326	254,964
<b>Actual</b>	123,098	28,363	31,464	43,519	39,576	266,020
<b>Variance</b>	\$ (1,155)	\$ 2,661	\$ 1,382	\$ 2,918	\$ 5,250	\$ 11,056

# Operating Expenses

## Twelve Months Ended June 30, 2018 (Unaudited)

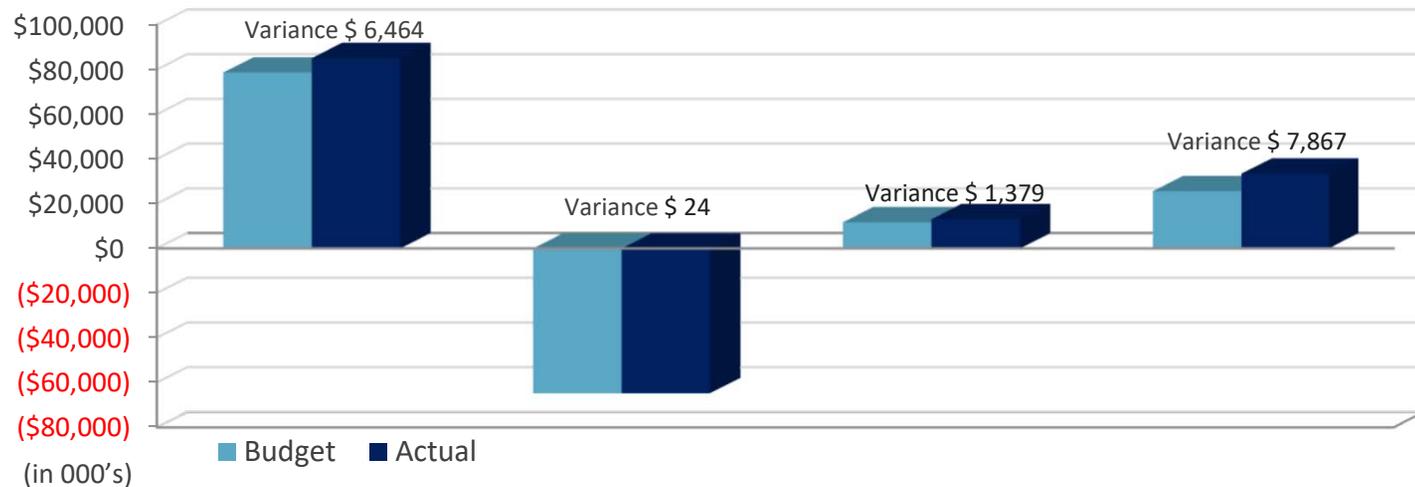
### Actual Operating Expenses by percentage



( in \$000s)	Salaries & Benefits	Contract Services	Safety & Security	Utilities & Maintenance	Space Rental	Insurance & Other	Employee & Business Dev.	Total Operating Expenses
Prior Year	\$ 46,874	\$ 44,330	\$ 28,422	\$ 25,006	\$ 10,190	\$ 5,210	\$ 3,694	\$ 163,726
Budget	47,920	46,994	31,065	27,602	10,191	5,572	5,063	174,407
Actual	47,866	45,286	30,733	25,113	10,190	5,476	4,494	169,158
Variance	\$ 54	\$ 1,708	\$ 332	\$ 2,489	\$ 1	\$ 96	\$ 569	\$ 5,249

# Non-operating Revenue & Expenses

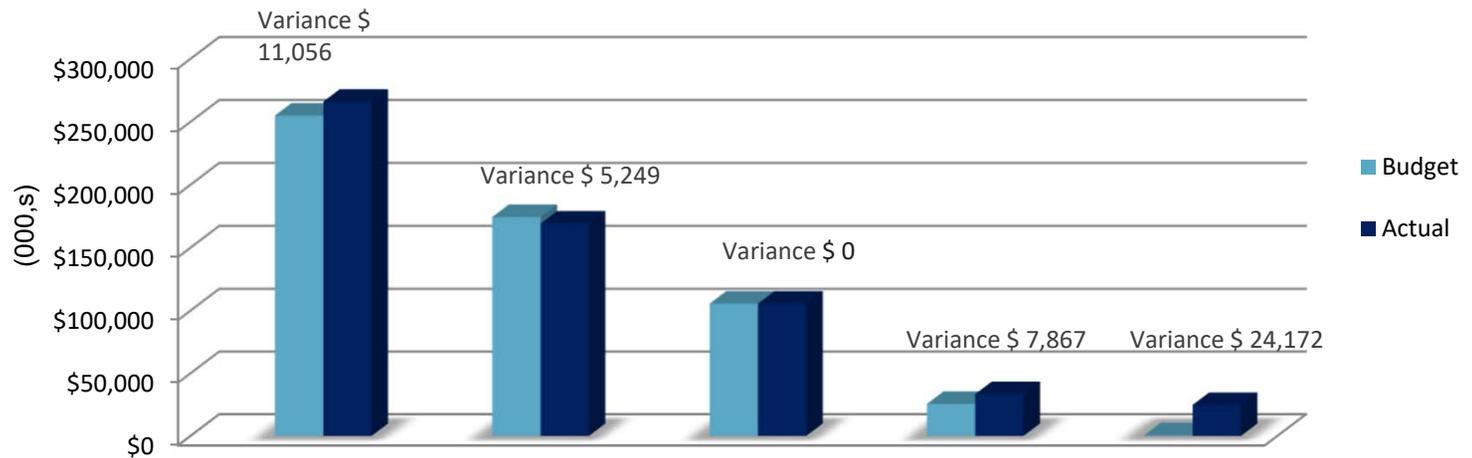
Twelve Months Ended June 30, 2018 (Unaudited)



(in \$000s)	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	\$ 77,943	\$ (62,515)	\$ 1,904	\$ 17,332
Budget	78,665	(64,798)	11,700	25,567
Actual	85,129	(64,774)	13,079	33,434
Variance	\$ 6,464	\$ 24	\$ 1,379	\$ 7,867

# Financial Summary

Twelve Months Ended June 30, 2018 (Unaudited)

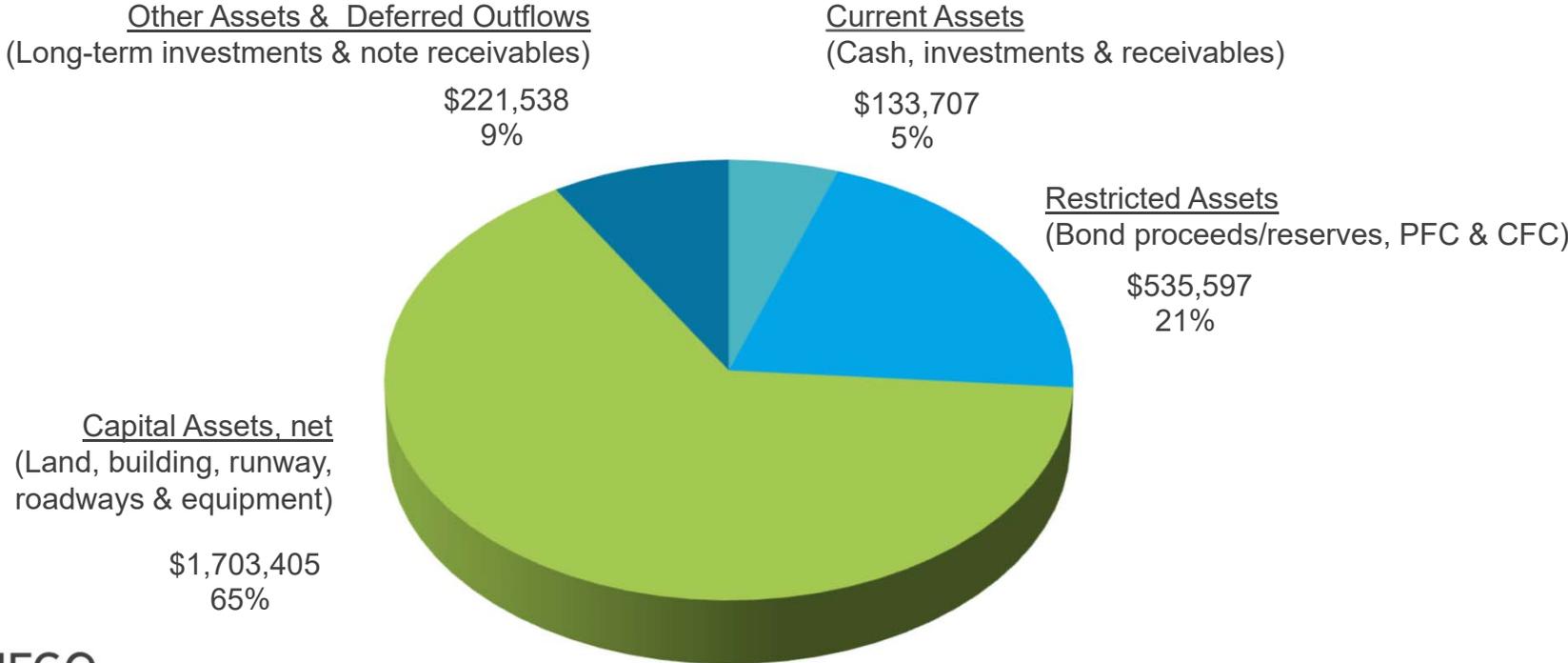


(\$000s)	Total operating revenues	Total operating expenses	Depreciation	Total non-operating revenues, (net)	Change in Net Position
Prior Year	\$ 248,847	\$ 163,726	\$ 95,229	\$ 17,332	\$ 7,224
Budget	254,964	174,407	105,532	25,567	592
Actual	266,020	169,158	105,532	33,434	24,764
Variance	\$ 11,056	\$ 5,249	\$ 0	\$ 7,867	\$ 24,172

# Statement of Net Position as of June 30, 2018 (Unaudited)

## Assets (000's)

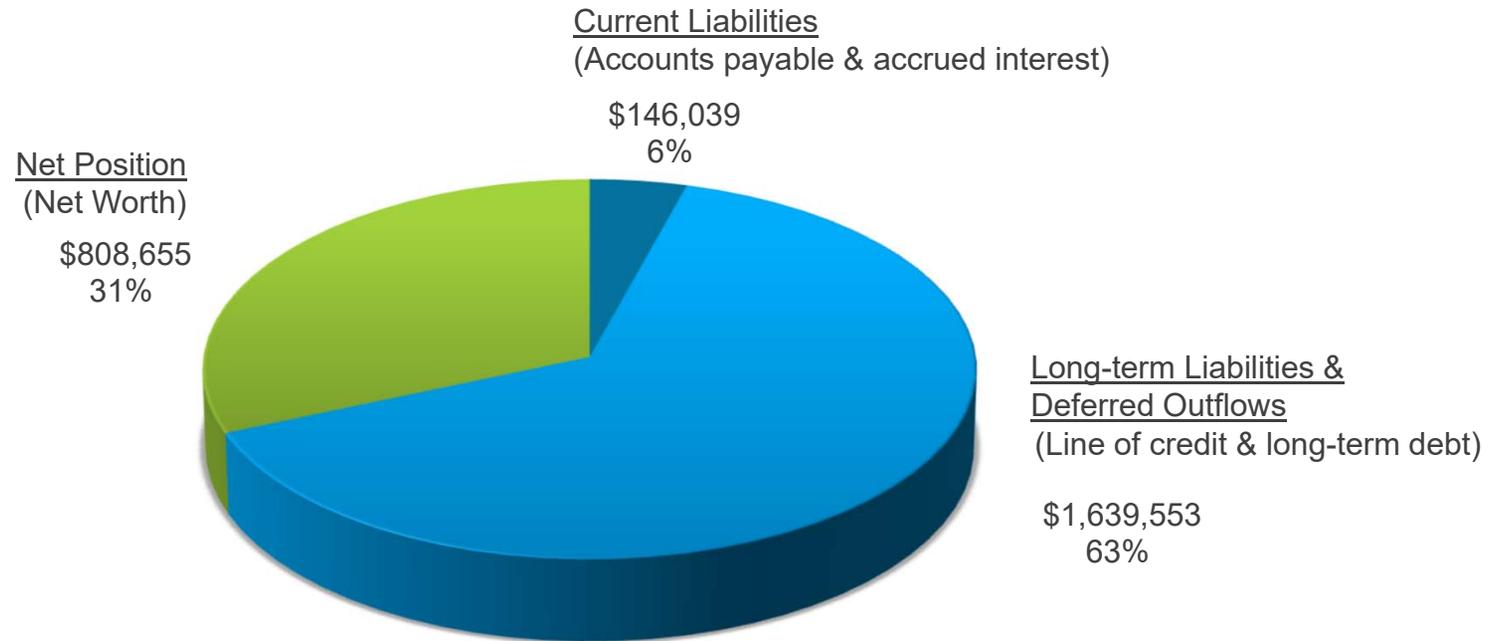
Total: \$2,594,247



# Statement of Net Position as of June 30, 2018 (unaudited)

## Liabilities & Net Position (000's)

Total: \$2,594,247





Questions?

**DRAFT**  
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD**  
**MINUTES**  
**THURSDAY, JUNE 7, 2018**  
**SAN DIEGO INTERNATIONAL AIRPORT**  
**BOARD ROOM**

**CALL TO ORDER:** Chairman Boling called the regular meeting of the San Diego County Regional Airport Authority Board to order at 9:05 a.m. on Thursday, June 7, 2018, 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 Desmond led the Pledge of Allegiance.

**ROLL CALL:**

PRESENT: Board Members: Boling, Desmond, Lloyd, Kersey,  
Robinson, Schiavoni, Schumacher, West

ABSENT: Board Members: Cox, Gubbins (Ex Officio), Wong-  
Hernandez (Ex Officio) and Woodworth  
(Ex Officio)

ALSO PRESENT: Kimberly J. Becker, President/CEO; Amy Gonzalez, General Counsel;  
Tony R. Russell, Director, Corporate and Information  
Governance/Authority Clerk; Linda Gehlken, Assistant Authority  
Clerk I

Kurt Gering, Director, Talent, Culture and Capability, recognized Chester Mordasini, President, Teamsters Local 911, for his many years of service and retirement.

Chairman Boling announced that agenda items would be heard in the following order: New Business Items 19, 16, 18, Consent Items 1 to 14, and New Business Items 15, and 17. She also announced that Item A would be moved to the July meeting.

**PRESENTATIONS:**

**A. INNOVATION LAB UPDATE:**

Presented by Rick Belliotti, Director, Innovation and Small Business Development

*This item was moved to the July 12, 2018 meeting.*

**NEW BUSINESS:**

**19. APPROVAL AND ADOPTION OF THE OPERATING BUDGET FOR FISCAL YEAR 2019, THE CAPITAL PROGRAM FOR FISCAL YEARS 2019-2023, AND CONCEPTUAL APPROVAL OF THE OPERATING BUDGET FOR FISCAL YEAR 2020:**

Scott Brickner, Vice President, Finance & Asset Management/Treasurer, provided a presentation on the SDCRAA FY2019 Proposed Budget, Capital Program Budget for FY2019-2023, and FY2020 Proposed Conceptual Budget, which included Budget Overview, Capital Program Budget, and Plan of Finance FY2019-2023.

RECOMMENDATION: Adopt Resolution No. 2018-0062, approving and adopting the Authority's Annual Operating Budget for Fiscal Year 2019, the Capital Program for Fiscal Years 2019-2023, and conceptually approving the Operating Budget for Fiscal Year 2020.

**ACTION: Moved by Board Member Schiavoni and seconded by Board Member West to approve staff's recommendation. Motion carried by the following vote: YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schumacher, Schiavoni, West; NO – None; ABSENT- Cox; (Weighted Vote Points: YES – 92; NO – 0; ABSENT – 8).**

**16. AMEND AUTHORITY CODE 9.13 REGARDING COMMERCIAL DRIVER'S PERMITS AND REQUIREMENTS:**

Mike Anderson, Manager, Ground Transportation, provided a presentation on amending Authority Code 9.13, which included Background, Commission's Specific Requirements, Authority's Driver Requirements, and Issues to Consider.

RECOMMENDATION: Adopt Resolution No. 2018-0059, amending Authority Code 9.13 – Drivers Permits and Requirements to remove the requirement for individual driver permitting and update the background check requirement for Transportation Network Companies to match the standard set by the California Public Utilities Commission.

**ACTION: Moved by Board Member Desmond and seconded by Board Member West to approve staff's recommendation. Motion carried by the following vote: YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schumacher, Schiavoni, West; NO – None; ABSENT- Cox; (Weighted Vote Points: YES – 92; NO – 0; ABSENT – 8).**

**18. ACCEPT REPORT ON TRANSPORTATION NETWORK COMPANIES ANNUAL PERMIT AND POSSIBLE ACTION:**

Mike Anderson, Manager, Ground Transportation, provided a presentation on the Transportation Network Companies (TNC) annual permit, which included Key Dates, Transportation Emission Reduction Strategies, TNC Greenhouse Gas (GHG) Emissions Reduction Program, Performance Targets, 2018 Performance, FY2019 Permit Updates Negotiated Items, FY2019 Permit Updates Non-Negotiated Items, Recommendation and Next Steps.

*Chairman Boling reported ex-parte communication with Jim Madaffer (Madaffer Enterprises) and Sarah Ashton (Uber).*

*Board Member West reported ex-parte communication with Jim Madaffer (Madaffer Enterprises) and Sarah Ashton (Uber).*

*Board Member Schumacher reported ex-parte communication with Jim Madaffer (Madaffer Enterprises) and Sarah Ashton (Uber).*

*Board Member Lloyd reported ex-parte communication with Jim Madaffer (Madaffer Enterprises), and Sarah Ashton (Uber).*

*Board Member Kersey reported ex-parte communication with Jim Madaffer (Madaffer Enterprises), and Sarah Ashton (Uber).*

*Board Member Schiavoni reported ex-parte communication with Jim Madaffer (Madaffer Enterprises), and Sarah Ashton (Uber).*

*Board Member Desmond reported ex-parte communication with Jim Madaffer (Madaffer Enterprises), and Sarah Ashton (Uber).*

In response to Board Member Schiavoni, Marc Nichols, Director, Ground Transportation, stated that the new agreed on GHG requirement will be included.

Board Member West stated that he would like to see how the Authority can use the GHG reduction data. He expressed concern with pooling and making it a major part of the Plan. He stated that he would like to encourage a more electric fleet, and a pilot plan with quarterly check-ins to ensure compliance.

In response to concern expressed by Board Member Desmond regarding what is being done to incentivize TNC's for operating at a higher level and exceeding expectations, Marc Nichols, Director, Ground Transportation, stated that there are incentives in the penalty component, and that the Board would be provided a detailed report once the permit process is finalized.

Chairman Boling encouraged staff to keep ongoing communications with the TNC's beyond and between the permit period to ensure that the Authority remains on the forefront of new technologies and market trends.

CHRIS GARCIA, UBER, LOS ANGELES, expressed appreciation to staff and the Board for the handling of the permit process.

RECOMMENDATION: Accept staff's report on Transportation Network Company (TNC) permit.

**ACTION: Moved by Board Member West and seconded by Board Member Schumacher to approve staff's recommendation. Motion carried by the following vote: YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schumacher, Schiavoni, West; NO – None; ABSENT- Cox; (Weighted Vote Points: YES – 92; NO – 0; ABSENT – 8).**

**CONSENT AGENDA (Items 1-14):**

**ACTION: Moved by Board Member West and seconded by Board Member Schumacher to approve the Consent Agenda. Motion carried by the following vote: YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schumacher, Schiavoni, West; NO – None; ABSENT- Cox; (Weighted Vote Points: YES – 92; NO – 0; ABSENT – 8).**

**1. APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the April 19, 2018 and April 23, 2018 special meetings, May 3, 2018 regular meeting and May 17, 2018 special 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 APRIL 9, 2018 THROUGH MAY 6, 2018 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM APRIL 9, 2018 THROUGH MAY 6, 2018:**

RECOMMENDATION: Receive the report.

**4. JUNE 2018 LEGISLATIVE REPORT:**

RECOMMENDATION: Adopt Resolution No. 2018-0051, approving the June 2018 Legislative Report.

5. **APPOINTMENT OF PUBLIC MEMBER TO THE AUDIT COMMITTEE:**  
RECOMMENDATION: Adopt Resolution No. 2018-0052, appointing Jack Van Sambeek to a new term as a public member of the Audit Committee.
6. **AMENDMENT OF AUTHORITY CODE PART 8.7 – STORM WATER CONTROL:**  
RECOMMENDATION: Adopt Resolution No. 2018-0053, amending Authority Code Part 8.7 – Storm Water Control.

### ***CLAIMS***

7. **REJECT THE CLAIM OF SHEILA CULBREATH:**  
RECOMMENDATION: Adopt Resolution No. 2018-0054, rejecting the claim of Sheila Culbreath.

### ***COMMITTEE RECOMMENDATIONS***

8. **REQUIRED COMMUNICATION TO THE AUDIT COMMITTEE ON THE FINANCIAL AND COMPLIANCE AUDIT FOR THE FISCAL YEAR ENDED JUNE 30, 2018:**  
RECOMMENDATION: The Audit Committee recommends that the Board accept the information.
9. **FISCAL YEAR 2018 THIRD QUARTER ACTIVITIES REPORT AND AUDIT RECOMMENDATIONS ISSUED BY THE OFFICE OF THE CHIEF AUDITOR:**  
RECOMMENDATION: The Audit Committee recommends that the Board accept the report.
10. **FISCAL YEAR 2019 PROPOSED AUDIT PLAN OF THE OFFICE OF THE CHIEF AUDITOR:**  
RECOMMENDATION: The Audit Committee recommends that the Board adopt Resolution No. 2018-0055, approving the Fiscal Year 2019 Proposed Audit Plan of the Office of the Chief Auditor.
11. **ANNUAL REVIEW AND APPROVAL OF AMENDMENTS TO AUTHORITY POLICY 4.20 –GUIDELINES FOR PRUDENT INVESTMENTS, DELEGATION OF AUTHORITY TO INVEST AND MANAGE AUTHORITY:**  
RECOMMENDATION: The Finance Committee recommends that the Board Adopt Resolution No. 2018-0056, approving amendments to Authority Policy 4.20 - Guidelines for Prudent Investments, and delegating authority to invest and manage Authority funds to the Vice President of Finance and Asset Management/ Treasurer.

**12. REVIEW OF AUTHORITY POLICY 4.40 – DEBT ISSUANCE AND MANAGEMENT:**

RECOMMENDATION: The Finance Committee recommends that the Board defer amendments to Authority Policy 4.40 - Guidelines for Debt Issuance and Management through 2019.

**CONTRACTS AND AGREEMENTS**

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

**13. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH MEAD & HUNT, INC. TO PROVIDE A 14 CFR PART 150 NOISE COMPATIBILITY STUDY UPDATE FOR SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2018-0057, approving and authorizing the President/CEO to negotiate and execute an Agreement with Mead & Hunt, Inc. for a term of two years, with the option for a one-year extension, in an amount not-to-exceed \$1,800,000, to provide an updated 14 CFR Part 150 Noise Compatibility Study for San Diego International Airport.

**14. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE THE FIRST AMENDMENT TO THE AGREEMENT WITH VECTOR RESOURCES, INC., DBA, VECTORUSA FOR WI-FI EXPANSION IN TERMINALS AT SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2018-0058, approving and authorizing the President/CEO to execute the first amendment to the agreement with Vector Resources, Inc., dba, VectorUSA increasing the contract amount and establishing a Guaranteed Maximum Price of \$2,650,000 for Project No. 104206, Wi-Fi Expansion in Terminals at San Diego International Airport.

**NEW BUSINESS, continued:**

**15. DISCUSSION AND POSSIBLE ACTION ON AUTHORITY CODE 9.12 TO ALLOW FOR ADDITIONAL TAXICAB PERMITS TO OPERATE AT SAN DIEGO INTERNATIONAL AIRPORT:**

*Board Member West reported ex-parte communications with Kamran Hamidi, Adrian Kwiatkowski, and Tony Hueso.*

*Chairman Boling reported ex-parte communications with Adrian Kwiatkowski and Tony Hueso.*

*Board Member Schumacher reported ex-parte communications with Kamran Hamidi, and Adrian Kwiatkowski.*

*Board Member Lloyd reported ex-parte communications with Adrian Kwiatkowski and his associates, and Kamran Hamidi.*

*Board Member Kersey reported ex-parte communications by his staff with Adrian Kwiatkowski and his associates.*

*Board Member Schiavoni reported ex-parte communications with Adrian Kwiatkowski, Tony Hueso, Kidane Weldemichael, and Kamran Hamidi.*

*Board Member Robinson reported ex-parte communications with Tony Hueso and Kamran Hamidi.*

Marc Nichols, Director, Ground Transportation, provided a presentation on Authority Code 9.12, which included an overview of City and Airport Taxis, Taxi Permit Summary, Taxi Daily Matrix, Taxi Operating Models: Open Access, Exclusive/Concession, Hybrid/Current, Taxi Operating Model Characteristics, MOA Purpose, MOA Objectives, MOA Criteria, Taxi Consortium (MOA Members), Ground Transportation Milestones 1, 2 and 3, and Impacts from a Change to the Code or Operating Model.

In response to Board Member Kersey's request for feedback regarding the impact on taxi permits from recent deregulation implemented in the City of San Diego, Kenneth Nelson, Taxicab Administration Manager, Metropolitan Transit System, stated that they haven't issued any new permits over the last two years and that there has been a decline in permits.

YONAS NEHARI, spoke in support of opening the airport to all taxis.

ABDI ABDUL, UNITED TAXI WORKERS OF SAN DIEGO (UTWSD), provided a presentation and spoke in support of opening the airport to all taxis.

MIKAIL HUSSEIN, SAN DIEGO, spoke in support of opening the airport to all taxis.

FARAIDON BUSTANI, LA MESA, for SAN DIEGO TAXI ASSOCIATION, spoke in support of opening the airport to all taxis.

ADRIAN KWIATKOWSKI, TRANSPORTATION ALLIANCE GROUP (TAG), provided a presentation and spoke about the inequity between the operations of taxis and other VFH vs. TNC's, and to not opening the airport to all taxis.

TONY HUESO, SAN DIEGO, spoke in opposition to opening the airport to all taxis and breaking the current agreement.

ALFRED BANKS, SAN DIEGO, provided a hand out and spoke against opening the airport to all taxis.

KEITH MADDOX, SAN DIEGO, spoke regarding TNC operating requirements and stated that the standards need to apply to everyone.

CAROLYN REYNOLDS, spoke in opposition to allowing additional taxis to operate at the airport.

MELAKU ENDALEA, spoke in opposition to opening the airport to more taxis.

ABLE SEITU, spoke in opposition to opening the airport to more taxis.

SAVITAR SAHOU, SAN DIEGO, spoke in opposition to opening the airport to more taxis and urged the Board to honor its prior commitment.

SHAWN TOOKHI, SAN DIEGO, spoke in opposition to opening the airport to more taxis and asked the Board to respect the current agreement.

NAJI BARKZAI, SAN DIEGO, spoke in opposition to opening the airport to more taxis.

KAMRAN HAMIDI, spoke in support of opening the airport to more taxis, and provided a presentation to the Board.

ALEM ZEBIB, spoke in opposition to opening the airport to all taxis.

NAZAR MARAHI, EL CAJON, spoke in support of opening the airport to all taxis.

PETER ZECHIESCHE, SAN DIEGO, questioned the reason why some taxis are allowed at the airport and others are not.

KIDANE WELDEMICHAEL, SAN DIEGO, spoke in support of opening the airport to all taxis.

HASHMAT ASSADI, SAN DIEGO, spoke in opposition to opening the airport to more taxis.

CHRIS AGOH, SAN DIEGO, spoke in opposition to opening the airport to all taxis.

PETER BROWNELL, SAN DIEGO, stated that the requirements should be equal and spoke in support of opening the airport to all taxis.

Board Member Desmond expressed concern that the Authority has no control over how many TNC's come to the airport and that it's not fair.

Board Member Desmond moved to not limit the number taxis that can access the airport as long as they comply with Authority requirements. Motion failed due to lack of a second.

Board Member West stated that he is interested in a ground transportation strategy and recommended establishing an Ad Hoc committee comprised of all stakeholders, including TNC's representatives, to work together on the issues to develop a process that is fair and equitable for all. He stated that he feels it would be unfair to pull out of the decision made by the Board less than a year ago, but the Authority should look at this sooner versus later and that 3 years might be too long.

Board Member Lloyd expressed disappointment with the division among the taxi operators. He stated that he would like to see an even playing field.

Board Member Kersey expressed concerns with what de-regulation would do to the airport logistically, being that we only have 661 acres and what would be required to make this happen.

Board Member Robinson stated that the Authority has a moral obligation to adhere to the MOA's. He stated that they made a significant investment.

Board Member Schumacher stated that free market includes TNC's, and that he is not convinced adding more permits would improve the customer experience. He stated that the Board should not lose sight that its first obligation is to the consumer by providing them a positive all-inclusive experience while at the airport. He also stated that the focus should also be to incorporate the Authority's goals through the process, such as reducing GHG's and reducing traffic. He stated he could not support adding more permits at this time, and that his position would be to keep the current system, and re-evaluate in 2020.

Chairman Boling stated that many of the concerns expressed today were the same as the ones shared when this issue had been discussed previously by the Board. She stated that the industry's actions taken at that time were in direct response to the Board's direction, and to not stand by what was decided erodes trust. She stated that what should be reiterated through today's discussions is that the Board fully intends to look at this in 2020, and will take action at that time with confidence that everyone has been given plenty of notice.

Board Member West moved to create a Ground Transportation Ad Hoc Committee that includes stakeholders from all groups to develop a plan to improve all ground transportation at the airport. Motion died due to lack of a second.

Chairman Boling stated that she supported the creation of the group; however it would be preferable to discuss with General Counsel in detail first and to then bring back to the Board for approval.

Board Member Schiavoni thanked everyone who shared their view. She recommended that, should a Ground Transportation Ad Hoc Committee be established, they begin work as soon as possible so that an update report that includes some timelines can be provided by January, 2019 to develop a plan for moving forward, with the potential to change operations in 2019.

RECOMMENDATION: Receive the report.

**ACTION: Moved by Board Member Robinson and seconded by Board Member Schumacher to approve staff's recommendation. Motion carried by the following vote: YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schumacher, Schiavoni, West; NO – None; ABSENT- Cox; (Weighted Vote Points: YES – 92; NO – 0; ABSENT – 8).**

**17. RENEWAL OF TAXI AND VEHICLE FOR HIRE MEMORANDUMS OF AGREEMENT AND TEMPORARY EXEMPTION FOR VEHICLES FOR HIRE FROM THE NON-ALTERNATIVE FUEL TRIP FEE:**

Marc Nichols, Director, Ground Transportation, provided a presentation on the Taxi and Vehicle for Hire Memorandums of Agreement renewal which included an overview of the Memorandums of Agreement, Key Milestones, Reasons for Extensions – Operational, Regulatory and Technological Changes, and Temporary Exemption for VFH Mode

ADRIAN KWIATKOWSKI, Transportation Alliance Group (TAG), spoke in support of staff's recommendation.

TONY HUESO, spoke in support of staff's recommendation.

XEMA JACOBSON, SUPER SHUTTLE, spoke in support of staff's recommendation.

TAREK AFIFI, CHULA VISTA, spoke in opposition to staff's recommendation.

KAMRAN HAMIDI, SAN DIEGO, requested that the MOA renewal period be changed from December, 2020 to July, 2020 to be in alignment with the fiscal year.

RECOMMENDATION: Adopt Resolution No. 2018-0060, authorizing the President/CEO to execute taxicab and vehicle for hire memorandums of agreement for a period of two (2) years and six (6) months, to expire on December 31, 2020.

**ACTION: Moved by Board Member Robinson and seconded by Board Member Schumacher to approve staff's recommendation. Motion carried by the following vote: YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schumacher, Schiavoni, West; NO – None; ABSENT- Cox; (Weighted Vote Points: YES – 92; NO – 0; ABSENT – 8).**

Adopt Resolution No. 2018-0061, authorizing the President/CEO to execute a temporary exemption for the vehicle for hire mode from the non-alternative fuel trip fee until such time that staff determines that there are suitable vehicles commercially available that can meet the operational requirements of the industry and the requirements of the airport's ground transportation vehicle conversion incentive-based program.

**ACTION: Moved by Board Member Robinson and seconded by Board Member West to approve staff's recommendation. Motion carried by the following vote: YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schumacher, Schiavoni, West; NO – None; ABSENT- Cox; (Weighted Vote Points: YES – 92; NO – 0; ABSENT – 8).**

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

- **AUDIT COMMITTEE:**
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE**
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**
- **FINANCE COMMITTEE:**

***ADVISORY COMMITTEES***

- **AUTHORITY ADVISORY COMMITTEE:**
- **ART ADVISORY COMMITTEE:**

***LIAISONS***

- **CALTRANS:**
- **INTER-GOVERNMENTAL AFFAIRS:**
- **MILITARY AFFAIRS:**
- **PORT:**
- **WORLD TRADE CENTER:**

***BOARD REPRESENTATIVES (EXTERNAL)***

- **SANDAG TRANSPORTATION COMMITTEE:**

**CHAIR'S REPORT:**

**PRESIDENT/CEO'S REPORT:**

**NON-AGENDA PUBLIC COMMENT:** None.

*The Board recessed at 12:40 p.m. and reconvened at 12:43 p.m.*

**CLOSED SESSION:** The Board recessed into Closed Session at 12:44 p.m. to discuss Item 28.

- 20. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: San Diego County Regional Airport Authority v. American Car Rental, Inc., San Diego Superior Court Case No. 37-2016-00024056-CL-BC-CTL
- 21. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: K.S.A.N. L.L.C v. San Diego County Regional Airport Authority, et al. San Diego Superior Court Case No. 37-2017-00024982-CU-NP-CTL
- 22. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: Future DB International, Inc. v. San Diego County Regional Airport Authority, et al.  
San Diego Superior Court Case No. 37-2018-00001531-CU-CR-CTL
- 23. CONFERENCE WITH LEGAL COUNSEL EXISTING LITIGATION**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code 54956.9)  
Name of Case: Robert Bobbett and Donna Kashani v. San Diego Unified Port District, et al.  
San Diego Superior Court Case No. 37-2018-00014667-CU-PO-CTL
- 24. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Cal. Gov. Code §54956.9)  
Number of cases: 1
- 25. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.  
Number of potential cases: 1

**26. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**

(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)

Navy Boat Channel Environmental Remediation

Number of potential cases: 1

**27. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**

(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)

Number of potential cases: 2

**28. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**

Property: Airline Operating and Lease Agreement - San Diego International Airport

Agency Negotiator: Kim Becker, Scott Brickner, John Dillon, Kathy Kiefer, Amy

Gonzalez Negotiating Parties: Alaska Airlines, Allegiant Airlines, American Airlines,

British Airways, Delta Airlines, FedEx, JetBlue Airlines, Southwest Airlines, United Airlines

Under Negotiation: price and terms of payment

**29. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

Cal. Gov. Code §54957

Title: President/CEO

**30. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

Cal. Gov. Code §54957

Title: General Counsel

**31. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

Cal. Gov. Code §54957

Title: Chief Auditor

**REPORT ON CLOSED SESSION:** The Board adjourned out of Closed Session at 1:10 p.m. There was no reportable action.

**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 adjourned at 1:11 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY BOARD THIS 6<sup>th</sup> DAY OF SEPTEMBER, 2018.

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

**DRAFT**  
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD**  
**MINUTES**  
**THURSDAY, JULY 12, 2018**  
**SAN DIEGO INTERNATIONAL AIRPORT**  
**BOARD ROOM**

**CALL TO ORDER:** Chairman Boling called the regular meeting of the San Diego County Regional Airport Authority Board to order at 9:02 a.m. on Thursday, July 12, 2018, 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 West led the Pledge of Allegiance.

**ROLL CALL:**

PRESENT: Board Members: Binns (Ex Officio), Boling, Desmond, Dockery (Ex Officio), Lloyd, Kersey, Robinson, Schiavoni, West, Wong-Hernandez (Ex Officio)

ABSENT: Board Members: Cox, Schumacher

ALSO PRESENT: Kimberly J. Becker, President/CEO; Amy Gonzalez, General Counsel; Tony R. Russell, Director, Board Services/Authority Clerk; Martha Morales, Assistant Authority Clerk I

*The Board recessed at 9:03 a.m. and reconvened at 9:12 a.m.*

Chairman Boling announced that Item A would be heard at the end of the meeting.

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

- **AUDIT COMMITTEE:** Board Member Robinson reported that on May 14, 2018, the Authority's outside auditors, BKD, presented on the upcoming financial audit, which included an overview of the audit, approach to planning, and a timeline for completion. He also reported that the Committee reviewed the Third Quarter Activities Report issued by the Office of the Chief Auditor; and that as of March 31, 2018, they were approximately 50% complete with the Fiscal Year 2018 Audit Plan. He also reported that the Committee reviewed the Office of the Chief Auditor's Fiscal Year 2019 Audit Plan which included 40 audits and over 10,000 staff hours; and that on May 14, 2018 the Committee was presented the Fiscal Year 2019 Proposed Budget and Fiscal Year 2020 Conceptual Budget for the Office of the Chief Auditor. He also reported that on June 25, 2018, the Committee met in closed session with the Chief Auditor regarding employee performance.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:** None.

- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:** Board Member Desmond reported that on May 31, 2018, the Committee met to evaluate performance and review the proposed goals for fiscal year 2019 of the President/CEO, General Counsel, and Chief Auditor.
- **FINANCE COMMITTEE:** Board Member Schiavoni reported that the Committee met on May 24, 2018 and June 25, 2018 in which the Authority's investment reports as well as the unaudited financial statements were reviewed. She also reported that the Authority's Policy's on Debt Issuance and Management as well as Guidelines for Prudent Investments and Delegation of Authority to Invest and Manage Authority Funds were reviewed by the Committee in May and approved by the Board at last month's Board meeting.

### **ADVISORY COMMITTEES**

- **AUTHORITY ADVISORY COMMITTEE:** None.
- **ART ADVISORY COMMITTEE:** Chris Chalupsky, Senior Manager, Art and Community Partnership, reported that all fifteen of the temporary art displays in the airport's 2018 thematic exhibition, *Figure of Speech*, have been completed, including a new pre-security mini gallery space constructed in Terminal 2 East to host the work of Palomar College's Boehm Gallery collection; and that a reception and artist-led tour was held on June 6<sup>th</sup>. He also reported that the theme for next year's exhibition was approved by the Committee on April 25, which will focus on the elements (earth, air, fire, water) and will feature sustainability undertones. He also reported that the spring 2018 performing arts residency group, Astraeus Aerial Dance Theatre, held their final performance of their six-month residency on May 21; and that they hosted a performance workshop in partnership with the Fern Street Circus at Mid-City Gym in City Heights on June 26. He also reported that SAN's next resident artist, Kristina Wong, begins her residency in July; and that the ongoing concert series continues weekly in Sunset Cove on Fridays from 11:30 a.m. to 1:30 p.m., with the large concert taking place the third Thursday of each month in either Terminal 1 or Terminal 2, baggage claim. He also reported that DAZZLE, the Rental Car Center's facade artwork, was acknowledged with two international design awards in June. He reported that the Parking Plaza's front screen's to each of the light wells or open-air atrium have been completed; and that the second artist, Ball-Nogues, is in the installation phase. He reported that the Arts Program staff provided a tour for members of the Board on May 18; and that the tour included stops at the Rental Car Center, Green Build and other installations as well as a musical performance. He also reported that the Arts Program staff attended the annual Americans for the Arts convention last month and presented on the FIS artwork, Carry On, during the Public Art Network Preconference.

## **LIAISONS**

- **CALTRANS:** Board Member Binns announced that he accepted the position as District 11 Director. He reported that there was work underway to improve lagoons and bike and pedestrian access as part of the I5, North Coast Corridor project; and that they received almost \$200 million in SB1 funds to extend the carpool lanes up to Palomar Airport road. He also reported that they held a ribbon cutting for the I5, Genesee interchange redesign project that created a dedicated facility for bicycle access.
- **INTER-GOVERNMENTAL AFFAIRS:** Mike Kulis, Director, Intergovernmental Affairs, reported that on May 3rd, Chairman Boling served on a Climate Action Leadership panel which was hosted by the University of San Diego and included elected officials and other public agency leaders; and that Airport Authority staff joined Board Members Lloyd and Schiavoni on May 7th to discuss airport/transit connectivity issues with La Mesa Councilmember Colin Parent who also serves as Executive Director and General Counsel for Circulate San Diego. He reported that on May 15th, Airport Authority staff met with Councilmember Chris Ward to provide him an update on Airport Authority issues; and that on June 6th, Port District and SANDAG representatives participated in a meeting convened by Chairman Boling to discuss both near-term and long-term roadway and transit improvements that could be included in SANDAG's Transportation plans and strategies. He also reported that Airport Authority staff recently briefed the following on the Airport Development Plan: Senator Dianne Feinstein's Office, Senator Kamala Harris' Office, Congressman Juan Vargas' Office, Senate President Pro Tem Toni Atkins' Office, San Diego Councilmember Chris Cate, San Diego Councilmember Chris Ward's Office, San Diego Councilmember Lorie Zapf's Office, Staff from Mayor Faulconer's office and several other City departments.
- **MILITARY AFFAIRS:** Chairman Boling welcomed Board Member Dockery as the military's representative on the Board.
- **PORT:** None.
- **WORLD TRADE CENTER:** None.

## **BOARD REPRESENTATIVES (EXTERNAL)**

- **SANDAG TRANSPORTATION COMMITTEE:** Chairman Boling reported that the Committee is continuing to work on the Regional Transportation Plan. She reported that discussion regarding an update on the contract for the Mid-Town Connection project led her to request a bigger conversation on what transit opportunities are available on the Northside of the Airport and what could be done to improve public transit for residents and passengers.

**CHAIR'S REPORT:** Chairman Boling reported that the Harbor Drive Mobility Committee Policy Group met on June 27 and discussed the Airport Development Plan and the Harbor Dive Mobility Analysis by the Port of San Diego. She also reported that on June 20, an amendment was made to Assembly Bill 3119 to add an eighth non-voting member, the Commanding General of the Marine Corps Recruit Depot, San Diego; and that on June 27, the bill was passed by the State Senate Committee on Governance and Finance; and that it is scheduled to be heard by the Senate Committee on Appropriations on August 6.

Chairman Boling recognized Board Member Woodworth for his years of service on the Authority Board and Board Member Robinson presented him with a gift on behalf of the Authority. Chairman Boling also welcomed Board Member Wong-Hernandez.

**PRESIDENT/CEO'S REPORT:** Kimberly Becker, President/CEO, reported that the Draft Environmental Impact Report for the Airport Development Plan was released for public review on July 9; and that the report is an objective full disclosure report meant to inform the public about possible impacts of the plan regarding a range of resource areas (air quality, greenhouse gasses, climate change, water quality, traffic and circulation and noise). She reported that the primary elements include Terminal 1 replacement, a new on airport entry roadway, dual level roadway, expanded parking, and airfield improvements. She also reported that the International Arrivals Facility opened on June 30. She reported that on June 8, the Department of Transportation announced the award of a \$12.1 million airport improvement grant that will be used towards the rehabilitation of eight aircraft cross-taxiways, beginning October 2018. She also reported that last month the Airport Authority received the Overall Human Resources Program award from Airports Council International North America; and that the Authority received the award for its strong focus on investing in talent for the future and fostering a culture of innovation. She reported that on June 12 Allegiant Airlines celebrated their 10-year anniversary at San Diego International Airport and on June 26 Jet Blue celebrated their 15-year anniversary. She reported that the sustainability report for calendar year 2017 was released on June 11; and that using global reporting initiatives guidelines, the report highlights the Airport Authority's activities and accomplishments in five strategic areas of focus; community, customer, employee, financial and operational. She also reported that San Diego International Airport was ranked number five out of the best airports for business travelers by Travel Bank in their inaugural study which took into consideration on-time arrival, airport transit, airport parking prices, quality and service, and average hotel price. She reported that on August 16, the Airport will celebrate their 90<sup>th</sup> anniversary at Sunset Cove at 7:30 am.

**NON-AGENDA PUBLIC COMMENT:**

KAMRAN HAMIDI, SAN DIEGO, provided a handout and presentation and requested that the Ground Transportation Ad HOC committee be formed.

KIDANE WELDEMICHAEL, SAN DIEGO, requested that the Ground Transportation Ad HOC committee be formed.

ALEM ZEBIB, spoke regarding establishing an equal playing field between taxis and TNCs.

ADRIAN KWIATKOWSKI, SAN DIEGO, spoke regarding a complaint filed with MTS regarding taxi service at the Airport.

**CONSENT AGENDA (Items 1-20):**

Board Member Schiavoni requested that Item 1 be pulled from the Consent Agenda.

**ACTION: Moved by Board Member Robinson and seconded by Board Member West to approve the Consent Agenda as amended. Motion carried by the following votes: YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schiavoni, West; NO – None; ABSENT – Cox, Schumacher; (Weighted Vote Points: YES – 80; NO – 0; ABSENT – 20).**

**1. APPROVAL OF MINUTES:**

This item was pulled from the Consent Agenda.

**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 MAY 7, 2018 THROUGH JUNE 10, 2018 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM MAY 7, 2018 THROUGH JUNE 10, 2018:**

RECOMMENDATION: Receive the report.

**4. JULY 2018 LEGISLATIVE REPORT:**

RECOMMENDATION: Adopt Resolution No. 2018-0063, approving the July 2018 Legislative Report.

**5. APPOINTMENT OF AUTHORITY ADVISORY COMMITTEE MEMBERS AND AMENDMENT OF POLICY 1.21:**

RECOMMENDATION: Adopt Resolution No. 2018-0064, approving appointments to the Authority Advisory Committee and amending to Authority Policy 1.21.

**6. APPROVE APPOINTMENTS TO THE ART ADVISORY COMMITTEE:**

RECOMMENDATION: Adopt Resolution No. 2018-0065, approving the reappointment of Gail Roberts and the appointment of Kate Nordstrum to the Art Advisory Committee.

**7. AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN EASEMENT AND A SITE HOST PARTICIPATION AGREEMENT WITH SAN DIEGO GAS & ELECTRIC AND AUTHORIZE THE PRESIDENT/CEO TO CONSENT TO AN EASEMENT BETWEEN SAN DIEGO UNIFIED PORT DISTRICT AND SAN DIEGO GAS & ELECTRIC:**

RECOMMENDATION: Adopt Resolution No. 2018-0066, authorizing the President/CEO to negotiate and execute an Easement for Utility Purposes and a Site Host Participation Agreement with San Diego Gas and Electric for Power Your Drive Program.

Adopt Resolution No. 2018-0067, authorizing the President/CEO to negotiate and consent to an Easement for Utility Purposes between San Diego Unified Port District and San Diego Gas & Electric for Power Your Drive Program.

***CLAIMS***

**8. REJECT THE CLAIM OF CARMEN LISETTE BLANCO:**

RECOMMENDATION: Adopt Resolution No. 2018-0068, rejecting the claim of Carmen Lisette Blanco.

**9. REJECT THE CLAIM OF MICHELE MCDUGAL:**

RECOMMENDATION: Adopt Resolution No. 2018-0069, rejecting the claim of Michele McDougal.

**10. REJECT THE CLAIM OF CHRISTINA PATERNITI:**

RECOMMENDATION: Adopt Resolution No. 2018-0070, rejecting the claim of Christina Paterniti.

***COMMITTEE RECOMMENDATIONS***

***CONTRACTS AND AGREEMENTS***

**11. AUTHORIZE A REDUCTION IN THE AMOUNT OF RETENTION WITHHELD ON PROGRESS PAYMENTS TO TURNER-PCL, A JOINT VENTURE, FOR WORK PERFORMED ON THE TERMINAL 2 FEDERAL INSPECTION SERVICES FACILITY:**

RECOMMENDATION: Adopt Resolution No. 2018-0071, authorizing a reduction in the amount of retention withheld on progress payments to Turner-PCL, a Joint Venture, for work performed on the Terminal 2 Federal Inspection Services Facility.

- 12. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A SECOND SUPPLEMENTAL AGREEMENT TO THE MEMORANDUM OF AGREEMENT BETWEEN THE FEDERAL AVIATION ADMINISTRATION (FAA) AND SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY:**  
RECOMMENDATION: Adopt Resolution No. 2018-0072, approving and authorizing the President/CEO to execute a Second Supplemental Agreement to the Memorandum of Agreement between the Federal Aviation Administration and the San Diego County Regional Airport Authority, increasing the FAA reimbursement from \$725,000 to \$850,000 to fund the addition of a runway status light (RWSL) array at CrossTaxiway B4.
- 13. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A THIRD AMENDMENT TO THE PUBLIC ART AGREEMENT WITH BALL-NOGUES STUDIO FOR THE PARKING PLAZA PUBLIC ART PROJECT:**  
RECOMMENDATION: Adopt Resolution No. 2018-0073, approving and authorizing the President/CEO to execute a Third Amendment to the Public Art Agreement with Ball-Nogues Design Studio, LLC to extend the term for five months resulting in a termination date of January 1, 2019.
- 14. AWARD A CONTRACT TO VASQUEZ CONSTRUCTION COMPANY FOR REPLACE CENTRAL UTILITY PLANT GENERATOR AT SAN DIEGO INTERNATIONAL AIRPORT:**  
RECOMMENDATION: Adopt Resolution No. 2018-0074, awarding a contract to Vasquez Construction Company, in the amount of \$867,270 for Project No. 104223, Replace Central Utility Plant Generator at San Diego International Airport.
- 15. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A REIMBURSABLE AGREEMENT WITH THE DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION (FAA):**  
RECOMMENDATION: Adopt Resolution No. 2018-0075, approving and authorizing the President/CEO to Execute a Reimbursable Agreement between the Department of Transportation Federal Aviation Administration (FAA) and the San Diego County Regional Airport Authority, and rescinding Board Resolution No. 2017-0058.
- 16. AMEND THE BUSINESS TERMS OF THE PREVIOUSLY-AWARDED CONCESSION LEASE TO TAV-AMERICA TO DESIGN, BUILD AND OPERATE A COMMON USE LOUNGE WITHIN TERMINAL 2 WEST:**  
RECOMMENDATION: Rescind Resolution No. 2018-0037 and adopt Resolution No. 2018-0076, to update the business terms of the non-exclusive concession lease previously awarded by the Board to TAV-America, to Design, Build and Operate a Common Use Lounge within Terminal 2 West at San Diego International Airport, and authorize the President/CEO to take all necessary actions to execute the concession lease.

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

**17. AWARD A CONTRACT TO GRANITE CONSTRUCTION COMPANY FOR NORTH SIDE VEHICLE SERVICE ROAD AND STORM DRAIN IMPROVEMENTS AT SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2018-0077, awarding a contract to Granite Construction Company in the amount of \$4,390,135 for Project 104227, North Side Vehicle Service Road And Storm Drain Improvements at San Diego International Airport.

**18. AWARD A CONTRACT TO FORDYCE CONSTRUCTION, INC., FOR ADMIRAL BOLAND WAY ENTRY/EXIT GATES AT SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2018-0078, awarding a contract to Fordyce Construction, Inc., in the amount of \$1,395,709 for Project No. 104228, Admiral Boland Way Entry/Exit Gates at San Diego International.

**19. AWARD A CONTRACT TO GRANITE CONSTRUCTION COMPANY FOR REHABILITATE CROSS TAXIWAYS B1, B4-B7, C3, C4 AND C6 AT SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2018-0079, awarding a contract to Granite Construction Company in the amount of \$7,573,655 for Project 104220R, Rehabilitate Cross Taxiways B1, B4-B7, C3, C4 and C6 at San Diego International Airport.

**20. AWARD A CONTRACT TO G&G SPECIALTY CONTRACTORS, INC. FOR QUIETER HOME PROGRAM PHASE 9, GROUP 6 PROJECT NO. 380906 FORTY-ONE (41) NON-HISTORIC MULTI-FAMILY AND SINGLE-FAMILY UNITS ON THIRTY-TWO (32) RESIDENTIAL PROPERTIES LOCATED EAST AND WEST OF THE AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2018-0080, awarding a contract to G&G Specialty Contractors, Inc. in the amount of \$1,307,340 for Phase 9, Group 6, Project No. 380906, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

**ITEM REMOVED FROM THE CONSENT AGENDA**

**1. APPROVAL OF MINUTES:**

Board Member Schiavoni requested the June 7, 2018 Board meeting minutes be considered at a later time to allow for the review and revision to include her comments made in support of the idea of the consideration of the Ad HOC committee; and that the Ad HOC committee be established quickly, with some type of Recommendation by January 2019.

She also stated that she believed that Board Member West had not made a motion and thought it was just a suggestion and was not sure it had died for lack of a second. She stated that at that time, if she would have heard that it was a motion, she might have considered seconding it.

Chairman Boling stated that her recollection was that Board Member West made the motion and it died for lack of a second. She also stated that the idea of setting up that Ad HOC committee is a good idea and that the Board needs to determine the composition of that committee, whether it will be a Brown Act committee or not, among other things. She concurred with the request to continue the minutes to the next Board meeting.

RECOMMENDATION: Approve the minutes of the June 7, 2018 regular meeting.

**ACTION: No action was taken on this item.**

**PUBLIC HEARINGS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**21. WAIVE AUTHORITY POLICY 5.02(1)(d) AND AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE CHANGE ORDERS WITH TURNER-PCL, A JOINT VENTURE, FOR THE ADDITION OF HYDRANT FUELING RELATED WORK AT GATES 46 AND 47 OF THE TERMINAL 2 FEDERAL INSPECTION SERVICES FACILITY:**

Bob Bolton, Director, Airport Design & Construction, provided a presentation on Waive Authority Policy 5.02(1)(d) which included FIS Project Phasing, Key Project Milestones, Phase 2 Construction, Hydrant Fueling Overall Concept, and FIS Area Hydrant Fueling Project.

RECOMMENDATION: Adopt Resolution No. 2018-0081, waiving Authority Policy 5.02(1)(d) and authorizing the President/CEO to negotiate and execute change orders with Turner-PCL, a Joint Venture, for the design and construction of hydrant fuel system piping, fuel hydrant pits and associated work at Gates 46 and 47 of the Terminal 2 Federal Inspection Services facility.

**ACTION: Moved by Board Member Desmond and seconded by Board Member Kersey to approve staff's recommendation. Motion carried by the following votes: YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schiavoni, West; NO – None; ABSENT – Cox, Schumacher; (Weighted Vote Points: YES – 80; NO – 0; ABSENT – 20).**

**22. AUTHORIZE ADDITIONAL USES OF AUTOMATED LICENSE PLATE RECOGNITION (ALPR) TECHNOLOGY:**

Marc Nichols, Director, Ground Transportation, provided a presentation on Automated License Plate Recognition (ALPR) – Additional Uses Update which included that ALPR Use is Covered by Authority Policy 8.63, ALPR Use by Ace is Addressed in the Privacy Policy and ALPR Policy, Use of ALPR by the Authority (Previously Approved), Terminal 2 Parking Plaza ALPR, and Additional Uses of ALPR.

Chairman Boling expressed concern with the use “Support Airport Parking Operations” in the presentation. She stated that previously, as well as this time, specific items were brought to the Board for approval. She requested that it be removed from the list of uses.

Board Member Desmond agreed that any additional uses of the data would need to be approved by the Board.

Mr. Nichols stated that the requirements of the Civil Codes have very specific instructions regarding what the information can be used for, how to notify a breach, retention schedule, etc. He stated that he would defer to General Counsel regarding amending the Resolution as requested.

Board Member West questioned how the data is being stored and if it’s going to be used to improve parking. He stated that the Authority might be missing an opportunity to use the data to improve our parking.

*Board Member Schiavoni reported ex-parte communication with Keith Jones (Ace Parking).*

RECOMMENDATION: Adopt Resolution No. 2018-0082, authorizing the President/CEO to utilize ALPR at San Diego International Airport in compliance with California Civil Code Sections 1798.25-1798.29 and 1798.90.5-1798.90.55.

**ACTION: Moved by Board Member Kersey and seconded by Board Member Robinson to approve staff’s recommendation as amended removing the use regarding “supporting airport parking operations” from the list. Motion carried by the following votes: YES – Boling, Desmond, Kersey, Lloyd, Robinson, Schiavoni, West; NO – None; ABSENT – Cox, Schumacher; (Weighted Vote Points: YES – 80; NO – 0; ABSENT – 20).**

**CLOSED SESSION:** The Board recessed into Closed Session at 10:23 a.m. to discuss Items 27, 31, 32, 34, and 35.

- 23. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: San Diego County Regional Airport Authority v. American Car Rental, Inc., San Diego Superior Court Case No. 37-2016-00024056-CL-BC-CTL
- 24. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: K.S.A.N. L.L.C v. San Diego County Regional Airport Authority, et al. San Diego Superior Court Case No. 37-2017-00024982-CU-NP-CTL
- 25. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: Future DB International, Inc. v. San Diego County Regional Airport Authority, et al.  
San Diego Superior Court Case No. 37-2018-00001531-CU-CR-CTL

- 26. CONFERENCE WITH LEGAL COUNSEL EXISTING LITIGATION**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code 54956.9)  
Name of Case: Robert Bobbett and Donna Kashani v. San Diego Unified Port District, et al.  
San Diego Superior Court Case No. 37-2018-00014667-CU-PO-CTL
- 27. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Cal. Gov. Code §54956.9)  
Number of cases: 1
- 28. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.  
Number of potential cases: 1
- 29. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Navy Boat Channel Environmental Remediation  
Number of potential cases: 1
- 30. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Number of potential cases: 2
- 31. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**  
Property: Airline Operating and Lease Agreement - San Diego International Airport  
Agency Negotiator: Kim Becker, Scott Brickner, John Dillon, Kathy Kiefer, Amy Gonzalez  
Negotiating Parties: Alaska Airlines, Allegiant Airlines, American Airlines, British Airways, Delta Airlines, FedEx, JetBlue Airlines, Southwest Airlines, United Airlines  
Under Negotiation: price and terms of payment
- 32. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**  
Property: Non-Exclusive Concession Lease - San Diego International Airport  
Agency Negotiator: Eric Podnieks, Susan Diekman  
Negotiating Parties: Lucas Yezik, In-Ter-Space dba Clear Channel

**33. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

Cal. Gov. Code §54957  
Title: President/CEO

**34. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

Cal. Gov. Code §54957  
Title: General Counsel

**35. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

Cal. Gov. Code §54957  
Title: Chief Auditor

**REPORT ON CLOSED SESSION:** The Board reconvened into Open Session at 10:32 a.m.

In regards to Item 35:

**ACTION: Moved by Board Member Desmond and seconded by Board Member Schiavoni to authorize the Amendment of the employment contract with Lee Parravano as the Airport Authority's Chief Auditor, effective April 4, 2018. The current terms include a \$5,000 contribution into a 401(a) deferred contribution plan. The Board amends the contract to convert the 401(a) contribution to a differential compensation award and increases the amount to \$5,150 to be paid in arrears in cash each year concurrent with the renewal of the contract with the first year being prorated. Motion carried by the following votes: YES – Boling, Desmond, Kersey, Lloyd, Schiavoni, West; NO – None; ABSENT – Cox, Robinson, Schumacher; (Weighted Vote Points: YES – 72; NO – 0; ABSENT – 28).**

In regards to item 34, Board Member Desmond reported that on May 31 and July 12, 2018, the Board met with Amy Gonzalez, General Counsel, to evaluate her performance and productivity for FY 2018 and discuss goals for FY 2019, and determined that the General Counsel has delivered results exceeding the performance goals on behalf of the organization.

**ACTION: Moved by Board Member Desmond and seconded by Board Member West to approve a 3% increase to Amy Gonzalez's base salary and a 4% one-time stipend. Motion carried by the following votes: YES – Boling, Desmond, Kersey, Lloyd, Schiavoni, West; NO – None; ABSENT – Cox, Robinson, Schumacher; (Weighted Vote Points: YES – 72; NO – 0; ABSENT – 28).**

In regards to item 33, Board Member Desmond reported that on May 31 and July 12, 2018, the Board met with Kimberly Becker, President/CEO, to evaluate her performance and productivity for FY 2018 and discuss goals for FY 2019, and determined that the President/CEO has delivered results exceeding the performance goals on behalf of the organization.

**ACTION:** Moved by Board Member Desmond and seconded by Board Member West to approve a 3% increase to Kimberly Becker's base salary and a 4% one-time stipend. Motion carried by the following votes: YES – Boling, Desmond, Kersey, Lloyd, Schiavoni, West; NO – None; ABSENT – Cox, Robinson, Schumacher; (Weighted Vote Points: YES – 72; NO – 0; ABSENT – 28).

**PRESENTATIONS:**

**A. INNOVATION LAB UPDATE:**

Presented by Rick Belliotti, Director, Innovation and Small Business Development

*This item was deferred to the next Board meeting.*

**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 adjourned at 12:33 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD THIS 13<sup>th</sup> DAY OF SEPTEMBER, 2018.

ATTEST:

\_\_\_\_\_  
TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
AMY GONZALEZ  
GENERAL COUNSEL

**DRAFT**  
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD**  
**MINUTES**  
**FRIDAY, AUGUST 3, 2018**  
**SAN DIEGO INTERNATIONAL AIRPORT**  
**BOARD ROOM**

**CALL TO ORDER:** Chairman Boling called the special meeting of the San Diego County Regional Airport Authority to order at 10:09 a.m. on Friday, August 3, 2018, in the Tuskegee Conference Room at the San Diego International Airport, Administration Building, 3225 North Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

PRESENT: Board Members: Boling (Chairman), Cox, Desmond, Kersey, Lloyd, Robinson, Schiavoni, West

ABSENT: Board Members: Binns (Ex Officio), Dockery (Ex Officio), Schumacher

ALSO PRESENT: Kimberly J. Becker, President/CEO, Amy Gonzalez, General Counsel; Tony Russell, Director, Board Services/ Authority Clerk; Martha Morales, Assistant Authority Clerk I

**CLOSED SESSION:** The Board recessed into Closed Session at 10:10 a.m. to discuss Item 1.

1. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: Enterprise Rent-a-Car Co. Of Los Angeles LLC v. San Diego Unified Port District, San Diego Superior Court Case No. 37-2018-00028276-CU-MC-CTL

**REPORT ON CLOSED SESSION:** The Board reconvened into Open Session at 12:44 p.m. Ms. Gonzalez reported that the Board provided direction to General Counsel.

**ADJOURNMENT:** The meeting adjourned at 12:45 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY BOARD THIS 13<sup>th</sup> DAY OF SEPTEMBER, 2018.

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TONY RUSSELL  
DIRECTOR, BOARD SERVICES /AUTHORITY  
CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

**DRAFT**  
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD**  
**MINUTES**  
**TUESDAY, AUGUST 14, 2018**  
**SAN DIEGO INTERNATIONAL AIRPORT**  
**BOARD ROOM**

**CALL TO ORDER:** Chairman Boling called the special meeting of the San Diego County Regional Airport Authority to order at 1:02 p.m. on Tuesday, August 14, 2018, in the Tuskegee Conference Room at the San Diego International Airport, Administration Building, 3225 North Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

PRESENT: Board Members: Boling (Chairman), Cox,  
Kersey (Teleconference), Lloyd,  
Robinson, Schiavoni (Teleconference),  
Schumacher, West

ABSENT: Board Members: Desmond, Binns (Ex Officio), Dockery  
(Ex Officio), Wong-Hernandez (Ex  
Officio)

ALSO PRESENT: Kimberly J. Becker, President/CEO, Amy Gonzalez, General  
Counsel; Tony Russell, Director, Board Services/ Authority Clerk;  
Linda Gehlken, Assistant Authority Clerk I

**CLOSED SESSION:** The Board recessed into Closed Session at 1:03 p.m. to discuss  
Item 1.

1. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: Enterprise Rent-a-Car Co. Of Los Angeles LLC v. San Diego  
Unified Port District, San Diego Superior Court Case No. 37-2018-00028276-CU-  
MC-CTL

**REPORT ON CLOSED SESSION:** The Board reconvened into Open Session at 2:24 p.m.  
Ms. Gonzalez reported that the Board (1) gave direction to the General Counsel regarding  
the litigation; and (2) that the Board approved the establishment of an Ad Hoc Committee  
made up of Board Members Boling, Cox and Robinson for a limited period of time and for  
the limited purpose of continuing negotiations with the Port regarding the litigation. The  
following vote was reported: **YES – Boling, Cox, Lloyd, Schumacher, Robinson, West;**  
**NO – None; ABSENT – Desmond, Kersey, Schiavoni (Weighted Vote Points: YES – 62;**  
**NO – 0; ABSENT – 38).**

**ADJOURNMENT:** The Board adjourned out of Closed Session at 2:25 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY BOARD THIS 13<sup>th</sup> DAY OF SEPTEMBER, 2018.

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TONY RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

**DRAFT**  
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD**  
**MINUTES**  
**FRIDAY, AUGUST 24, 2018**  
**SAN DIEGO INTERNATIONAL AIRPORT**  
**BOARD ROOM**

**CALL TO ORDER:** Chairman Boling called the special meeting of the San Diego County Regional Airport Authority to order at 11:02 a.m. on Friday, August 24, 2018, in the Tuskegee Conference Room at the San Diego International Airport, Administration Building, 3225 North Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

PRESENT: Board Members: Boling (Chairman), Cox (Teleconference), Kersey, Lloyd, Schiavoni, West

ABSENT: Board Members: Desmond, Binns (Ex Officio), Dockery (Ex Officio), Robinson, Schumacher, Wong-Hernandez (Ex Officio)

ALSO PRESENT: Kimberly J. Becker, President/CEO, Amy Gonzalez, General Counsel; Tony Russell, Director, Board Services/Authority Clerk; Martha Morales, Assistant Authority Clerk I

**CLOSED SESSION:** The Board recessed into Closed Session at 10:03 a.m. to discuss Item 1.

1. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: Enterprise Rent-a-Car Co. Of Los Angeles LLC v. San Diego Unified Port District, San Diego Superior Court Case No. 37-2018-00028276-CU-MC-CTL

**REPORT ON CLOSED SESSION:** The Board adjourned out of Closed Session at 12:29 p.m. There was no reportable action.

**ADJOURNMENT:** The Board adjourned out of Closed Session at 12:29 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY BOARD THIS 13<sup>th</sup> DAY OF SEPTEMBER, 2018.

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TONY RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## STAFF REPORT

Meeting Date: **SEPTEMBER 13, 2018**

### 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 meetings of the multi-agency policy group addressing off-airport roadway access.***

### Fiscal Impact:

Board and Committee Member Compensation is included in the FY 2019 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, BOARD SERVICES/AUTHORITY CLERK

**APRIL BOLING**

SEP 05 2018

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

Period Covered: July 2018

**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:
C. APRIL BOLING		8/23/18
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: July 12, 2018 Time: 9:00 am Location: Airport	ALUC/Board Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 19, 2018 Time: 10:00 am Location: Airport	CIPO Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 20, 2018 Time: 9:00 am Location: SANDAG	SANDAG Transportation Committee Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 26, 2018 Time: 2:00 pm Location: City Hall	Presentation to SD City Council EDC Committee
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input checked="" type="checkbox"/> Res.2009-0149R	Date: July 17, 2018 Time: 3:30 pm Location: SANDAG	ADP Briefing - SANDAG Chair Sinnott & Kim Kawada
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input checked="" type="checkbox"/> Res.2009-0149R	Date: July 18, 2018 Time: 4:00 am Location: City Hall	ADP Briefing - SD Councilmember Georgette Gomez
<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: 

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

SEP 05 2018

Period Covered: August 2018

Board Services

**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:
C. APRIL BOLING		9/3/18
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 7, 2018 Time: 7:30 am Location: South County Education Ctr.	South County EDC Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 13, 2018 Time: 9:00 am Location: Port Offices	Port Leadership Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 16, 2018 Time: 7:30 am Location: Airport	90th Anniversary Breakfast Event
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 27, 2018 Time: 9:00 am Location: Airport	Exec./Finance Committee Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 30, 2018 Time: 10:00 am Location: Airport	Exec. Personnel & Comp. Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 3, 2018 Time: 11:00 am Location: Airport	Special Board Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 14, 2018 Time: 1:00 pm Location: Airport	Special Board Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 24, 2018 Time: 11:00 Location: Airport	Special Board Meeting

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

Signature: 

**GREG COX**

SEP 04 2018

Board Services

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

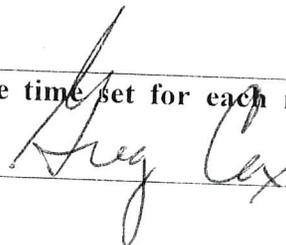
Period Covered: AUG 1-31, 2018

**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:
GREG COX		AUGUST 31, 2018
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>AUG. 3, 2018</u> Time: <u>11:00am</u> Location: <u>SDIA</u>	SPECIAL BOARD MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>AUG. 14, 2018</u> Time: <u>1:00pm</u> Location: <u>SDIA</u>	SPECIAL BOARD MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>AUG. 13, 2018</u> Time: <u>9:00am</u> Location: <u>SDUPD</u>	PORT/AIRPORT LEADERSHIP MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>AUG. 24, 2018</u> Time: <u>11:00am</u> Location: <u>SDIA (Teleconference)</u>	SPECIAL BOARD MEETING
<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: \_\_\_\_\_



**J. DESMOND**

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

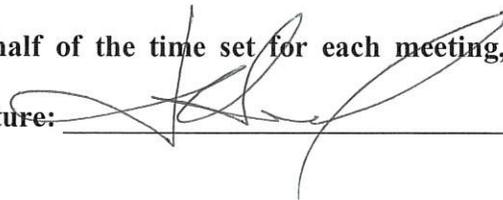
Period Covered: JUNE - Aug. 2018



**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:
Tim Desmond		8/30/18
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: 6/7/18 Time: 9AM Location: SDIA	BOARD Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 7/12/18 Time: 9AM Location: SDIA	BOARD Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 8/3/18 Time: 11:AM Location: SDIA	CLOSED SESSION
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 8/30/18 Time: 10AM Location: SDIA	EPCL meeting
<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: 

**MARK KERSEY**

SDCRAA

JUL 23 2018

Corporate &amp; Information Governance

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

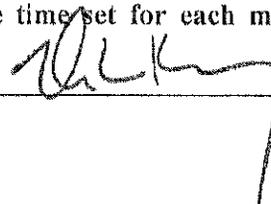
Period Covered: July 2018

**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:
Mark Kersey		7/23/18
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: July 12, 2018 Time: 9:00 am Location: 3225 N Harbor Drive	Board/ALUC Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 19, 2018 Time: 10:00 am Location: 3225 N Harbor Drive	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:	
<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: \_\_\_\_\_



SDCRAA  
**AUG 31 2018**  
 Corporate & Information Governance

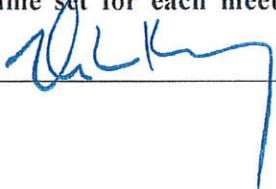
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
 Board Member Event/Meeting/Training Report Summary**

Period Covered: August 2018

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:
Mark Kersey		8/31/18
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: August 3, 2018 Time: 11:00 am Location: 3225 N Harbor Drive	Special Closed Session
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 14, 2018 Time: 1:00 pm Location: Via Teleconference	Special Closed Session
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 24, 2018 Time: 11:00 am Location: 3225 N Harbor Drive	Special Closed Session
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 27, 2018 Time: 9:00 am Location: 3225 N Harbor Drive	Executive and Finance Committee / Special Board Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 30, 2018 Time: 10:00 am Location: 3225 N Harbor Drive	Executive Personnel and Compensation Committee
<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 LLOYD**

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

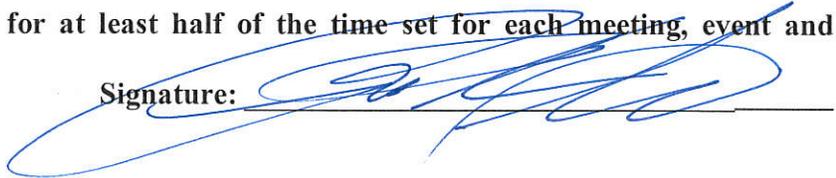
Period Covered: July 2018

SDCRAA  
AUG 17 2018  
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 2009-0149R. 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:
Robert T Lloyd		7/24/18
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: July 12, 2018 Time: 9:00 am Location: SDAA	Board of Directors Meeting
<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:	
<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: 

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

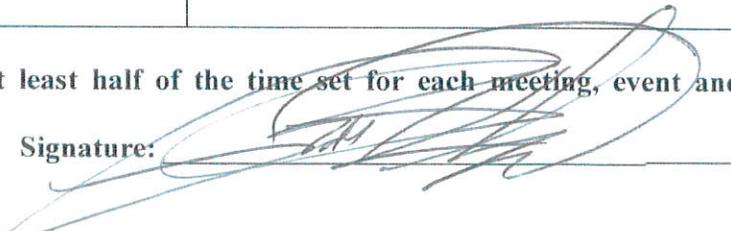
Period Covered: August 2018

SDCAA <b>AUG 21 2018</b> Corporate & Information Governance
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**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 I.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:
Robert T Lloyd		8/21/18
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: August 3, 2018 Time: 11:00 am Location: SDAA	Rental Car /Port Dispute Closed Session
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 14, 2018 Time: 1:00 pm Location: SDAA	Rental Car/ Port Dispute Closed Session
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 17, 2018 Time: 10:00 am Location:	ALUI Meeting
<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 checked="" 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:** 

**PAUL ROBINSON**

SDCRAA

JUL 25 2018

Corporate &amp; Information Governance

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

Period Covered: 7/31/18

**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		7/1/18
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: 7/12/18 Time: 9:00 — 12:00 p.m. Location: SDCRAA Bd Rm	SDCRAA Bd ALUC mtgs
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 7/19/18 Time: 10:00 a.m. Location: SDCRAA Bd Rm	CIPAC mtg
<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:	
<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: \_\_\_\_\_

*Paul Robinson*

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

Period Covered: 8/31/18

**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		8/1/18
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: 8/1/18 Time: 10:00 — 12:00 pm Location: SDCRAA	Airport Advisory Comm.
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 8/3/18 Time: 11:00 am — 12:30 pm Location: Tuskegee Rm	Special Closed Session
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 8/13/18 Time: 9:00 — 10:00 a.m. Location: Port of S.D.	Mtg w/ Port Chair + Commissioners
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 8/14/18 Time: 1:00 p.m. — Location: Tuskegee Rm	Special Closed Session
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 8/16/18 Time: 7:30 a.m. Location: Terminal 2 West	SDCRAA 90th Birthday Party
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 8/27/18 Time: 9:00 — 11:30 a.m. Location: SDCRAA Rm	SDCRAA Exec./Finance Comm Mtg's Closed Session
<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: PF. Rd

**J. SCHIAVONI**

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

Period Covered: 7/1/2018-7/18/2018

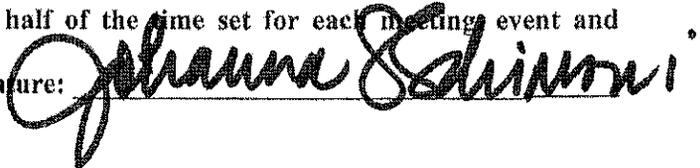
SDCRAA JUL 30 2018 Corporate & Information Governance
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**Directions:** This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, 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:
Johanna S. Schiavoni		7/30/18
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 checked="" type="checkbox"/> Res.2009-0149R	Date: July 11, 2018 Time: Location: CalChamber online course	Sexual Harassment Training 2 hour course
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: July 12, 2018 Time: 9:00 am Location: SDCRAA	SDCRAA Board meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input checked="" type="checkbox"/> Res.2009-0149R	Date: July 16, 2018 Time: 9:00 am Location: City Hall	SDCRAA Meeting with Councilmember David Alvarez, with Kim Becker, Dennis Probst and Michael Kulis
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input checked="" type="checkbox"/> Res.2009-0149R	Date: July 18, 2018 Time: 2:00 pm Location: SDCRAA	SDCRAA Orientation re Airport Land Use Commission
<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: \_\_\_\_\_



SEP 04 2018

Board Services

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

Period Covered: 8/1/2018-8/31/2018

**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:
Johanna S. Schiavoni		8/31/18
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: August 1, 2018 Time: 10:00 am Location: SDCRAA	SDCRAA Advisory Committee Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input checked="" type="checkbox"/> Res. 2009-0149R	Date: August 2, 2018 Time: 9:00 am Location: UCSD Campus/GPS Building	Attend roundtable meeting at UCSD School of Global Policy and Strategy, at request of Chairman April Boling to represent Airport Authority
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res. 2009-0149R	Date: August 3, 2018 Time: 11:00 am Location: SDCRAA	SDCRAA Special Board Meeting (closed session)
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res. 2009-0149R	Date: August 14, 2018 Time: 1:00 pm Location: Telephonic attendance	SDCRAA Special Board Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input checked="" type="checkbox"/> Res. 2009-0149R	Date: August 16, 2018 Time: 7:30 am Location: SAN Airport Terminal 2	SDCRAA 90th Anniversary Celebration
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res. 2009-0149R	Date: August 24, 2018 Time: 9:00 am Location: SDCRAA	SDCRAA Special Board Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res. 2009-0149R	Date: August 27, 2018 Time: 9:00 am Location: SDCRAA	SDCRAA Special Board Meeting/Finance 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: \_\_\_\_\_

*Johanna Schiavoni*

**M. SCHUMACHER**

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

Period Covered: July 31, 2018

SDCRAA JUL 25 2018
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**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:
Michael Schumacher		7/31/18
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: June 19, 2018 Time: 10:00 am Location: SDCRAA Office	CIPOC/Board Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location: SDCRAA Office	
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input checked="" 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:** Michael Schumacher Digitally signed by Michael Schumacher  
Date: 2017.03.29 08:32:08 -07'00'

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

Period Covered: August 1-31, 2018



**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:
Michael Schumacher		8/31/18
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: August 14, 2018 Time: 1:00 am Location: SDCRAA Office	Special Closed Session board meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location: SDCRAA Office	
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input checked="" 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:** Michael Schumacher Digitally signed by Michael Schumacher  
Date: 2017.03.29 08:32:08 -07'00'

**MARK WEST**

SEP 04 2018

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

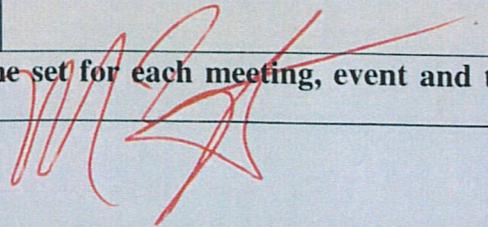
Period Covered: August 2018

**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:
Mark B. West		9/4/2018
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 8/3 Time: 11-12:00 pm Location: SDCRAA	Special Board Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 8/14 Time: 1-3:00 pm Location: SDCRAA	Closed Session Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 8/24 Time: 11-12:00 pm Location: SDCRAA	Closed Session Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 8/27 Time: 9-10:30 pm Location: SDCRAA	Special, Executive-Finance Board Meeting
<input type="checkbox"/>		
<input type="checkbox"/>		

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: **SEPTEMBER 13, 2018**

### **Subject:**

**Awarded Contracts, Approved Change Orders from June 11, 2018 through August 12, 2018 and Real Property Agreements Granted and Accepted from June 11, 2018 through August 12, 2018**

### **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 June 11- August 12, 2018

New Contracts

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
6/13/2018		Whitney Lynn	The Artist will exhibit art work for the 2018 Temporary Exhibition: Figure of Speech at San Diego International Airport.	RFQ	Marketing & Air Service Development	\$500.00	1/1/2019
6/15/2018		Touchwork, LLC	The Contractor will provide a Restroom Management System for the terminal restrooms at San Diego International Airport.	Informal RFP	Airside and Terminal Operations	\$19,904.00	6/13/2021
6/22/2018		Ying Wu	The Artist will exhibit art work for the 2018 Temporary Exhibition: Figure of Speech at San Diego International Airport.	RFQ	Marketing & Air Service Development	\$500.00	1/1/2019
6/22/2018		Kevin Larsen	The Artist will exhibit art work for the 2018 Temporary Exhibition: Figure of Speech at San Diego International Airport.	RFQ	Marketing & Air Service Development	\$500.00	1/1/2019
6/28/2018		Adara, Inc.	The Contractor will provide Digital Advertising Campaign services to promote the shops and restaurants at San Diego International Airport.	Informal RFP	Marketing & Air Service Development	\$13,200.00	8/31/2018
6/28/2018		Adara, Inc.	The Contractor will provide Digital Advertising Campaign Services to promote the shops and restaurants at San Diego International Airport.	Informal RFP	Marketing & Air Service Development	\$49,975.00	9/30/2018
7/5/2018		N.E Fried and Associates, Inc.	The Contractor will provide On-Call Coaching Consultant Services to San Diego County Regional Airport Authority.	Informal RFP	Talent, Culture and Capabilities	\$50,000.00	8/14/2021
7/5/2018		Apollo Principal dba National Security Lock	The Contractor will provide Locksmith Services to San Diego International Airport.	RFP	Facilities Management	\$300,000.00	6/30/2019
7/13/2018		Kristina Wong	The Artist will be part of the 2018 Performing Arts Residency Program at San Diego International Airport.	RFQ	Marketing & Air Service Development	\$500.00	1/1/2019
7/18/2018		GCAP Services, Inc.	The Contractor will assist the Authority with its Concessionaire Disadvantage Business Enterprise (ACDBE) and Disadvantage Business Enterprise ( DBE) businesses certification process.	RFP	Small Business Development	\$500,000.00	7/14/2021
8/7/2018		National Glazing, Inc. dba National Glass & Mirror	The Contractor is one of two contractors pre-qualified and approved to bid on On-Call Glazing Services at San Diego International Airport. The contract value reflects the total not-to-exceed cost for the entire pool of contractors for this service.	RFQ	Facilities Management	\$900,000.00	7/2/2021
8/8/2018		M2P Consulting Inc.	The Contractor will provide services for Development and Delivery of staffing associated with workload study of the Airport Traffic Officers at San Diego International Airport.	Informal RFP	Ground Transportation	\$50,000.00	11/26/2018

## Attachment "A"

## AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN June 11, 2018 - August 12, 2018

New Contracts Approved by the Board

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
6/12/2018		Sundt Construction, Inc.	The contract was approved by the Board at the April 5, 2018 Board Meeting. The Contractor will provide Design-build services for the Airport Support Facilities at San Diego International Airport.	RFP	Facilities Development	\$9,000,000.00	4/30/2021
6/15/2018		Stantect Consulting Services, Inc.	The contract was approved by the Board at the April 5, 2018 Board Meeting. The Contractor is one of two contractors pre-qualified and approved to bid on On-Call Mechanical, Electrical & Plumbing Consulting Services at San Diego International Airport. The contract value reflects the total not-to-exceed cost for the entire pool of contractors for this service.	RFQ	Facilities Development	\$10,000,000.00	6/12/2021
6/20/2018		MA Engineers, Inc.	The contract was approved by the Board at the April 5, 2018 Board Meeting. The Contractor is one of two contractors pre-qualified and approved to bid on On-Call Mechanical, Electrical & Plumbing Consulting Services at San Diego International Airport. The contract value reflects the total not-to-exceed cost for the entire pool of contractors for this service.	RFQ	Facilities Development	\$10,000,000.00	6/12/2021
6/26/2018		SOLPAC Construction Ind. Dba Soltek Pacific Construction Company.	The contract was approved by the Board at the May 3, 2018 Board Meeting. The Contractor will complete the Airlines Relocations at T1W and T2E and Terminal 1 West CUPPS project at San Diego International Airport.	RFB	Facilities Development	\$1,260,100.58	5/22/2019
7/6/2018		Pacific Rim Mechanical Contractors Inc.	The contract was approved by the Board at the May 3, 2018 Board Meeting. The Contractor will provide Heating, Ventilating and Air Conditioning Maintenance and Repair Services at San Diego International Airport.	RFP	Facilities Management	\$11,748,444.00	6/29/2021
7/11/2018		Aztec Landscaping, Inc.	The contract was approved by the Board at the July 5, 2018 Board Meeting. The Contractor will provide Tree Trimming Services to San Diego International Airport.	RFP	Facilities Management	\$941,000.00	7/31/2021

## Attachment "A"

## AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN June 11 - August 12, 2018

Amendments and Change Orders

Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value ( % ) (+ / -)	New Contract Value	New End Date
6/11/2018		Haley & Aldrich, Inc.	The First Amendment extends the agreement term by one year and increases the total compensation amount by \$285,000 for On-Call Professional Environmental Management Consulting Services at San Diego International Airport.	Environmental Affairs	\$4,750,000.00	\$285,000.00	6%	\$5,035,000.00	7/14/2019
7/2/2018		Campbell-Hill Aviation Group, LLC	The First Amendment extends the agreement term by ninety (90) days to allow for the completion of the solicitation for Air Service Development Consulting Services at San Diego International Airport. There is no increase in the total compensation amount	Marketing, Arts and Air Service Development	\$750,000.00	\$0.00	0%	\$750,000.00	9/12/2018
7/11/2018		CPR1, LLC	The Second Amendment revises "Exhibit B" to include compensation rates for Contractor to provide training services on Automated External Defibrillators at San Diego International Airport. There is no increase in the total compensation amount.	Security and Public Safety	\$100,000.00	\$0.00	0%	\$100,000.00	6/30/2020
7/11/2018		Sojern	The First Amendment extends the agreement term by thirty ( 30) days to allow for campaign date changes for Concession and Parking Advertising at San Diego International Airport. There is no increase in the total compensation amount	Marketing, Arts and Air Service Development	\$22,000.00	\$0.00	0%	\$22,000.00	8/31/2018
7/20/2018		Hazards Construction Company	The First amendment corrects the term dates and the dates on "Schedule B.1" contained within "Exhibit B" for On-Call Airport Pavement Repair Services at San Diego International Airport.	Facilities Management	\$11,743,665.00	\$0.00	0%	\$11,743,665.00	12/31/2020

**Attachment "A"**

**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN June 11 - August 12, 2018**

**Amendments and Change Orders Approved by the Board**

<b>Date Signed</b>	<b>CIP #</b>	<b>Company</b>	<b>Description of Change</b>	<b>Owner</b>	<b>Previous Contract Amount</b>	<b>Change Order Value (+ / -)</b>	<b>Change Order Value ( % ) (+ / -)</b>	<b>New Contract Value</b>	<b>New End Date</b>
7/19/2018		Anderson & Kreiger LLP	The 3rd Amendment was approved by The Board on May 3, 2018 Board Meeting to extend the agreement term by one year and increase the total amount by \$200,000 for General Legal Services.	General Counsel	\$ 200,000.00	\$ 200,000.00	100%	\$ 400,000.00	10/2/19
7/25/2018		Vector Resources	The First Amendment was approved by the Board on June 7, 2018 Board Meeting to establish the Guaranteed Maximum Price of \$2,650,000 and the completion date of April 5, 2019 for the Design-Build for Wi-Fi Expansion in the Terminals at San Diego International Airport.	Facilities Development	\$1,897,729.69	\$752,270.31	40%	\$2,650,000.00	4/5/2019

**Attachment "B"**

**REAL PROPERTY AGREEMENTS EXECUTED FROM JUNE 11, 2018 through AUGUST 12, 2018**



**Real Property Agreements**

Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
7.1.17 to 6.30.22	LE-0952	SITA Information Networking Computing	Use And Occupancy Permit	Various Sites	Operates and maintains antennas and communication equipment for the Airlines	150 SF	\$5,273.00 annually	N/A
6.1.18 to 9.30.18	LE-0953	Outfront Media	Use And Occupancy Permit	Pedestrian Bridges	Sell outdoor advertisement for the three sky bridges	N/A	Percentage Rent 70%	N/A



**Real Property Agreement Amendments and Assignments**

Effective Date	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
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No Real Property Agreement Amendments and Assignments to report

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 13, 2018**

### **Subject:**

**September 2018 Legislative Report**

### **Recommendation:**

Adopt Resolution No. 2018-0089, approving the September 2018 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 Authority Board provides direction to staff on legislative issues by adoption of a monthly Legislative Report (Attachment A). The September 2018 Legislative Report updates Board members on legislative activities that have taken place since the previous Board meeting. In directing staff, the Authority Board may take a position on pending or proposed legislation that has been determined to have a potential impact on the Authority's operations and functions.

### **State Legislative Action**

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

The State Legislature adjourned for the 2018 legislative session on August 31st. The Governor has until September 30th to sign or veto bills passed by the State Legislature this session.

### **Federal Legislative Action**

The Authority's legislative team recommends that the Board adopt a WATCH position on both H.R. 6265 (Katko), the "PreCheck is PreCheck Act of 2018" and H.R. 6461 (Coleman), the "TSA National Deployment Force Act."

H.R. 6265 would require the Transportation Security Administration (TSA) to restrict the use of PreCheck lanes only to travelers enrolled in TSA PreCheck or other Department of Homeland Security Trusted Traveler programs and to increase enrollment in the PreCheck program.

H.R. 6461 would establish a TSA national deployment force to provide rapid and efficient response capabilities expanding homeland security operations when certain conditions are present.

The Senate approved a Fiscal Year 2019 appropriations package on August 1st that includes funding for the Department of Transportation. This measure would provide

\$3.35 billion for the Airport Improvement Program (AIP), plus an additional \$750 million in supplemental AIP funds for airport infrastructure projects.

Following an abbreviated summer recess, the Senate reconvened on August 14th. The House is scheduled to reconvene on September 4th.

**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. 2018- 0089

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY, APPROVING THE SEPTEMBER 2018  
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 September 2018 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”) (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 special meeting this 13th day of September, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

**September 2018 Legislative Report**

**State Legislation**

**New Assembly Bills**

There are no new Assembly bills to report.

**Assembly Bills from Previous Report**

**Legislation/Topic**

**AB 87 (Ting) – Autonomous Vehicles**

**Background/Summary**

To comply with state law enacted in 2012, the Department of Motor Vehicles (DMV) drafted proposed regulations governing the full deployment of autonomous vehicles on California roads. As amended, AB 87 would authorize a peace officer or specified public employee, to remove from a highway a vehicle that uses autonomous technology if there is no approved application or permit to test, deploy, or otherwise operate the autonomous vehicle on public roads.

**Anticipated Impact/Discussion**

While this legislation is not expected to have any significant immediate impact on the Airport Authority or San Diego International Airport, its enactment could impact future ground transportation operations at the airport as autonomous vehicle use evolves.

**Status:** 8/29/18 – Enrolled and sent to the Governor for signature

**Position:** Watch (3/1/18)

**Legislation/Topic**

**AB 427(Muratsuchi) – California Aerospace and Aviation Commission**

**Background/Summary**

As amended, AB 427 would establish a 17-member California Aerospace and Aviation Commission (Commission) within the Governor's Office of Business and Economic Development (GO-Biz). One of the Commission members would represent a commercial airport. The purpose of this Commission is to serve as a central point of contact for businesses engaged in the aerospace and aviation industries, and to support the health and competitiveness of these industries in California. AB 427 would require the Commission to make recommendations on legislative and regulatory action that

\*Shaded text represents new or updated legislative information

may be necessary or helpful to maintain or improve the state's aerospace and aviation industries and would require the Commission to report and provide recommendations to the Governor and State Legislature.

### **Anticipated Impact/Discussion**

Although this legislation is not expected to have any significant impact on the Airport Authority or San Diego International Airport, the Authority's legislative team will work with the California Airports Council to identify any potential opportunities to engage with the Commission on actions that could impact California airports.

**Status:** 8/29/18 – Enrolled and sent to the Governor for signature

**Position:** Watch (3/1/18)

### **Legislation/Topic**

**AB 2069 (Quirk) – Medicinal Cannabis: Employment Discrimination**

### **Background/Summary**

The Compassionate Use Act of 1996 authorizes seriously ill Californians to obtain and use marijuana for medical purposes when recommended by a physician. AB 2069 provides that the medical use of cannabis by a qualified patient or person with an identification card to treat a known physical or mental disability or medical condition is subject to reasonable accommodations by an employer. The bill does not prohibit an employer from refusing to hire a qualified patient or person with an identification card when the medical use of cannabis would cause the employer to lose a monetary or license-related benefit under federal law or regulations. Additionally, the bill would not prohibit an employer from terminating the employment of, or taking other corrective action against, an employee who is impaired on the property or premises of the place of employment or during hours of employment because of the use of cannabis.

### **Anticipated Impact/Discussion**

Authority staff actively monitored this bill for any impacts it could have had on the Authority's need to reevaluate its substance abuse policy.

**Status:** 5/25/18 – Died in Assembly Committee on Appropriations

**Position:** Watch (4/5/18)

\*Shaded text represents new or updated legislative information

**Legislation/Topic**

**AB 2246 (Friedman) – Rental Passenger Vehicles: Personal Vehicle Sharing Programs**

**Background/Summary**

AB 2246 was introduced to regulate new vehicle rental business models that involve individuals listing their personal vehicle for rent on a website through a personal ride sharing company. Specifically, this bill would have added the term “personal ride sharing program” to the definition of “rental company” and “rental car company” in applicable sections of state law.

**Anticipated Impact/Discussion**

The Airport Authority issued a cease and desist letter to a vehicle sharing company that was operating at San Diego International Airport (SDIA) without permission. The Authority’s legislative team will continue to work with the California Airports Council and other parties to ensure that new vehicle rental models that want to operate at SDIA do so in compliance with Authority rules and regulations.

**Status:** 4/23/18 – Died in Assembly Committee on Judiciary

**Position:** Watch (3/1/18)

**Legislation/Topic**

**AB 2478 (Voepel) – Personal Income Tax: Gross Income: Exclusion: Student Loan Assistance**

**Background/Summary**

The current Personal Income Tax Law excludes up to \$5,250 from the gross income amounts paid or incurred by an employer for educational assistance to the employee during a calendar year. This bill would have excluded from the gross income of an employee an aggregate amount of up to \$5,250 per year paid by an employer for the principal or interest on a qualified education loan incurred by the employee.

**Anticipated Impact/Discussion**

This bill would have allowed the Airport Authority to consider providing student loan repayment support as a recruiting benefit.

**Status:** 5/25/18 – Died in Assembly Committee on Appropriations

**Position:** Watch (5/3/18)

\*Shaded text represents new or updated legislative information

**Legislation/Topic**

**AB 2646 (Gonzalez Fletcher) – The San Diego Unified Port District: Grant: Trust Lands**

**Background/Summary**

AB 2646 would grant and convey in trust to the San Diego Unified Port District all of the right, title, and interest of specified property located in the City of Chula Vista currently owned by the State.

**Anticipated Impact/Discussion**

Although this legislation is not expected to impact San Diego International Airport (SDIA) or the Airport Authority, the Authority's legislative team continues to closely monitor this bill as it proceeds through the Legislature for any potential impact to SDIA or the Airport Authority.

**Status:** 8/24/18 – Signed into law by the Governor

**Position:** Watch (4/5/18)

**Legislation/Topic**

**AB 2873 (Low) – Personal Vehicle Sharing: Recalled Vehicles**

**Background/Summary**

AB 2873 would prohibit a personal vehicle sharing program from facilitating or arranging a vehicle for transportation if that vehicle is subject to a manufacturer's safety recall.

**Anticipated Impact/Discussion**

Although this bill is not expected to significantly impact ground transportation operations at San Diego International Airport, staff will review our regulations for any necessary changes should AB 2873 be enacted.

**Status:** 8/30/18 – Enrolled and sent to the Governor for signature

**Position:** Watch (5/3/18)

**Legislation/Topic**

**AB 3103 (Gloria) Counties: Airports**

**Background/Summary**

AB 3103 is a placeholder (spot bill) making non-substantive changes to the section of the Government Code related to airport finances and the board of supervisors' ability to provide and maintain public airports and landing places for aerial traffic for use by the public.

\*Shaded text represents new or updated legislative information

### **Anticipated Impact/Discussion**

The bill would not impact San Diego International Airport or the Airport Authority.

**Status:** 2/17/18 – Died in Assembly

**Position:** Watch (4/5/18)

### **Legislation/Topic**

#### **AB 3119 (Gonzalez Fletcher) Public Utilities Code**

### **Background/Summary**

As amended on June 20, 2018, AB 3119 would have established an eight-member San Diego International Airport (SDIA) Mobility and Sustainability Committee (Committee) and required that Committee to prepare a plan to address specific issues of mobility and sustainability related to SDIA. The bill would have required the Committee to submit this plan to the governing board of the Airport Authority and to the State Legislature by January 1, 2020. The Committee would have consisted of representatives of the following agencies:

1. Board of Directors of the San Diego Association of Governments
2. City of San Diego Metropolitan Transit Development Board
3. North San Diego County Transit Development Board
4. Board of Port Commissioners
5. Board of Directors of the San Diego County Regional Airport Authority
6. City of San Diego
7. County of San Diego
8. Commanding General of the Marine Corps Recruit Depot (nonvoting)

### **Anticipated Impact/Discussion**

The Committee would have provided an opportunity for various regional transportation and planning agencies to develop collaborative solutions addressing mobility and sustainability issues.

**Status:** 8/6/18 – Died in Senate Committee on Appropriations

**Position:** Support (4/23/18)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **AB 3173 (Irwin) – Unmanned Aerial Vehicles**

#### **Background/Summary**

Federal laws and regulations regulate the operation of unmanned aircraft systems (UASs), also known as drones or remotely piloted aircraft and require the registration of certain UASs. AB 3173 would have made it an infraction under state law to operate an unregistered UAS that is required to be registered under federal law.

#### **Anticipated Impact/Discussion**

The bill could have benefited the San Diego International Airport (SDIA) by providing law enforcement officials with additional enforcement tools to deter unsafe UAS operations near SDIA.

**Status:** 8/24/18 – Died in Senate Committee on Appropriations

**Position:** Watch (5/3/18)

## **Legislation/Topic**

### **AB 3246 (Committee on Transportation) – Transportation: Omnibus Bill**

#### **Background/Summary**

Current law authorizes the California Department of Transportation (Caltrans) to allow for the construction of obstructions determined by the Federal Aviation Administration (FAA) to be hazardous. This noncontroversial technical corrections bill would remove this obsolete provision authorizing Caltrans to issue such a permit. If enacted, only the FAA would make the determination whether the construction, alternation, or growth would constitute a hazard to air navigation or create an unsafe condition for air navigation.

#### **Anticipated Impact/Discussion**

This bill is not expected to directly impact San Diego International Airport.

**Status:** 8/24/18 – Signed into law by the Governor

**Position:** Watch (4/5/18)

\*Shaded text represents new or updated legislative information

## **New Senate Bills**

There are no new Senate bills to report.

## **Senate Bills from Previous Report**

### **Legislation/Topic**

#### **SCR 149 (Hueso) – Green Port Month**

### **Background/Summary**

SCR 149 is a Senate Concurrent Resolution that would designate the month of September 2018 as Green Port Month. This resolution specifically identifies various activities undertaken by the San Diego Unified Port District to implement their Green Port Program.

### **Anticipated Impact/Discussion**

The resolution would have no impact the San Diego International Airport or the Airport Authority.

**Status:** 8/31/18 – Enrolled

**Position:** Watch (7/12/18)

### **Legislation/Topic**

#### **SB 966 (Weiner) – Onsite Non-Potable Water System Standards**

### **Background/Summary**

SB 966 would direct the State Water Resources Control Board to develop regulations creating risk-based water quality standards for the onsite treatment and reuse of non-potable water. The purpose of this action is to assist local governments in developing oversight and management programs for on-site non-potable water systems.

### **Anticipated Impact/Discussion**

The City of San Diego and the County of San Diego neither permit nor prohibit the reuse of captured stormwater or condensate. If enacted, this bill would provide the City and County with the guidance they need to permit the uses the Airport Authority has implemented and is contemplating which could help support the Airport Authority's goals and efforts to capture and reuse stormwater and air conditioning condensate.

**Status:** 8/30/18 – Enrolled and sent to the Governor for signature

**Position:** Support (4/5/18)

\*Shaded text represents new or updated legislative information

**Legislation/Topic**  
**SB 1014 (Skinner) – Zero-Emission Vehicles**

**Background/Summary**

SB 1014 would require that the Public Utilities Commission, in consultation with the State Air Resources Board, establish the California Clean Miles Standard and Incentive Program. The goal of the program is to decrease greenhouse gas (GHG) emissions from transportation network company (TNC) vehicles. This bill would require each TNC to develop GHG emission reduction plans beginning January 1, 2022, and would require the California Air Resource Board (CARB) to adopt emission reduction goals by January 1, 2023.

**Anticipated Impact/Discussion**

Transportation network company (TNC) use at San Diego International Airport (SDIA) continues to increase. This bill could benefit SDIA by reducing the amount of GHG from TNCs operating at SDIA.

**Status:** 8/31/18 – Enrolled and sent to the Governor for signature

**Position:** Watch (3/1/18)

**Legislation/Topic**  
**SB 1080 (Roth) – Transportation Network Company Driver’s Identification**

**Background/Summary**

SB 1080 would require a transportation network company (TNC) driver to possess either a valid California driver’s license or, if they are a nonresident active duty military member or a dependent of a nonresident active duty military member, a valid driver’s license issued by the other state or territory of the U.S. in which the member or dependent is a resident.

**Anticipated Impact/Discussion**

Although this bill would not directly impact the San Diego International Airport, Ground Transportation staff and Airport Traffic Officers would need to be aware of the new requirement if this bill is enacted.

**Status:** 8/21/18 – Enrolled and sent to the Governor for signature

**Position:** Watch (4/5/18)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **SB 1376 (Hill) – Transportation Network Company Accessibility Plan**

#### **Background/Summary**

Existing law requires a transportation network company (TNC) to allow passengers to indicate whether they require a wheelchair-accessible vehicle (WAV) or vehicles otherwise accessible to individuals with disabilities when requesting a ride. As amended, SB 1376 would create the “TNC Access for All Act,” in an effort to facilitate the increased use of WAVs by TNCs and their drivers. Beginning on July 1, 2019, the California Public Utilities Commission (CPUC) would require each TNC to pay a fee of at least \$0.05 dollars per TNC trip completed. The CPUC may exempt a TNC from paying the access fee if the TNC meets certain criteria and may adjust the fee based on the amount the TNC invests in WAV service. The collected fees would be distributed to access providers that provide on-demand transportation to meet the needs of individuals with disabilities. The program is set to sunset on January 1, 2026.

#### **Anticipated Impact/Discussion**

This bill would not directly impact San Diego International Airport.

**Status:** 8/30/18 – Enrolled and sent to the Governor for signature

**Position:** Watch (4/5/18)

\*Shaded text represents new or updated legislative information

## Federal Legislation

### New House Bills

#### Legislation/Topic

**H.R. 6265 (Katko) – PreCheck is PreCheck Act of 2018**

#### Background/Summary

This legislation would limit the Transportation Security Administration's (TSA) use of PreCheck lanes to only those travelers who are enrolled in PreCheck or other Department of Homeland Security (DHS) Trusted Traveler programs within one year of enactment of this Act. This legislation would require TSA to develop modified risk screening protocols for lanes other than designated PreCheck lanes for use by low-risk passengers and would require TSA to develop and implement a long-term strategy to increase enrollment in PreCheck to expand the total population of trusted travelers.

#### Anticipated Impact/Discussion

Although this bill is not expected to impact operations at San Diego International Airport, it will be monitored closely for any potential impact to TSA screening protocols including PreCheck or other Trusted Traveler programs.

**Status:** 7/24/18 – Approved by House Committee on Homeland Security

**Position:** Watch

#### Legislation/Topic

**H.R. 6461 (Coleman) –TSA National Deployment Force Act**

#### Background/Summary

This legislation would establish within TSA a national deployment force, authorizing the use of this new workforce to provide rapid and efficient response to augment homeland security operations:

- When airports need temporary personnel due to an emergency, seasonal demands, hiring shortfalls, severe weather conditions, passenger volume mitigation, equipment support or other reasons
- When special events require additional security occur
- In response to the aftermath of a manmade disaster, including a terrorist attack
- When other such situations arise

#### Anticipated Impact/Discussion

This legislation is not expected to have any significant impact on the Airport Authority or San Diego International Airport if enacted.

\*Shaded text represents new or updated legislative information

**Status:** 7/24/18 – Approved by House Committee on Homeland Security

**Position:** Watch

### **House Bills from Previous Report**

#### **Legislation/Topic**

**H.R. 4 (Shuster) – Federal Aviation Administration (FAA) Reauthorization Act of 2018**

#### **Background/Summary**

This legislation would authorize FAA operations and related programs for the next five years. Specifically, this bill would:

- Maintain current level of funding for the Airport Improvement Program (AIP) at \$3.35 billion annually through Fiscal Year 2023
- Retain the current \$4.50 Passenger Facility Charge (PFC) cap
- Eliminate the PFC significant contribution test for large and medium hub airports
- Streamline the PFC application and approval process for small, medium and large
- Remove the provision from the 2017 FAA Reauthorization bill that would have separated the air traffic control functions from the FAA and created a “federally-charted, fully independent, not-for-profit corporation.”

#### **Anticipated Impact/Discussion**

This bill does not include any adjustment to the current \$4.50 PFC limit established by Congress in 2000, and maintains flat funding for the Airport Improvement Program (AIP). As a result, this legislation would essentially maintain the status quo for the financing of airport infrastructure projects instead of providing new funding opportunities for San Diego International Airport (SDIA) improvement projects. In addition, this bill does not include any provision that could position SDIA to compete for nonstop service to Ronald Reagan Washington National Airport.

**Status:** 4/27/18 – Passed by the House on a vote of 393 to 13

**Position:** Oppose Unless Amended (5/3/18)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **H.R. 598 (Lynch) – Airplane Impacts Mitigation Act of 2017**

#### **Background/Summary**

H.R. 598, the “Airplane Impacts Mitigation Act of 2017”, would require the Federal Aviation Administration (FAA) to enter into an agreement with an eligible institution of higher education to conduct a study of the health impacts of airplane flights on residents exposed to a range of noise and air pollution levels from flights. The study is directed to:

- Focus on residents in Boston, Chicago, New York, the northern California Metroplex, Phoenix, and not more than three additional metropolitan areas each containing an international airport
- Consider the health impacts on residents living partly or entirely within the land underneath the flight paths most frequently used by aircraft flying below 10,000 feet
- Consider only the health impacts that manifest during the physical implementation of the NextGen program on flights departing from or arriving to an international airport located in one of the designated metropolitan areas

#### **Anticipated Impact/Discussion**

Although this bill is not expected to directly impact operations at San Diego International Airport, the information collected by the study may be useful in helping the Airport Authority accurately describe any environmental and health impacts of the FAA’s recently implemented NextGen program.

**Status:** 1/20/17 – Introduced in the House and Referred to House Committee on Transportation and Infrastructure

**Position:** Support (3/2/17)

## **Legislation/Topic**

### **H.R. 665 (Keating) – Airport Perimeter and Access Control Security Act of 2017**

#### **Background/Summary**

H.R. 665, the “Airport Perimeter and Access Control Security Act of 2017,” would direct the Transportation Security Administration (TSA) to update:

- The Transportation Sector Security Risk Assessment for the aviation sector
- The Comprehensive Risk Assessment of Perimeter and Access Control Security for airports (as well as conduct a system-wide assessment of airport access control points and airport perimeter security)
- The 2012 National Strategy for Airport Perimeter and Access Control Security

\*Shaded text represents new or updated legislative information

### **Anticipated Impact/Discussion**

Although this bill is not expected to impact operations at San Diego International Airport, the updating of assessments by the TSA may lead to the future implementation of new security requirements. The Authority's legislative team will identify any unfunded mandates resulting from these proposed actions.

**Status:** 1/31/17 – Approved by the House on a voice vote and Referred to Senate Committee on Commerce, Science and Transportation

**Position:** Watch (3/2/17)

### **Legislation/Topic**

**H.R. 678 (McSally) – Department of Homeland Security Support to Fusion Centers Act of 2017**

### **Background/Summary**

Fusion centers were created to promote information sharing at the federal level between agencies such as the Central Intelligence Agency, the U.S. Department of Justice, the U.S. military and state and local governments. H.R. 678, the "Department of Homeland Security Support to Fusion Centers Act of 2017" would:

- Direct the Comptroller General to conduct an assessment of Department of Homeland Security (DHS) personnel assigned to fusion centers
- Direct the Under Secretary of Intelligence and Analysis of the DHS to provide eligibility for access to information classified as Top Secret for analysts at fusion centers, and submit a report to the Committee on Homeland Security, Permanent House Select Committee on Intelligence, Committee on Homeland Security and Government Affairs and Senate Select Committee on Intelligence
- Direct the Chief Information officer of the DHS to conduct an assessment of information systems used to share homeland security information between fusion centers and the Department

### **Anticipated Impact/Discussion**

Although this bill is not expected to impact operations at San Diego International Airport, it will be monitored closely for any potential impact to DHS or Customs and Border Protection procedures.

**Status:** 1/31/17 – Approved by the House on a voice vote and Referred to Senate Committee on Homeland Security and Governmental Affairs

**Position:** Watch (3/2/17)

\*Shaded text represents new or updated legislative information

### **Legislation/Topic**

#### **H.R. 1265 (DeFazio) – Investing in America: Rebuilding America’s Airport Infrastructure Act**

### **Background/Summary**

H.R. 1265, the “Investing in America: Rebuilding America’s Airport Infrastructure Act”, would provide airports the Airport Authority to establish a passenger facility charge (PFC) of their choosing by eliminating the current \$4.50 Congressionally-set PFC limit. This bill would also reduce Airport Improvement Program (AIP) funding by \$400 million annually and eliminate large hub airports’ entitlement to AIP grants if those airports collect PFCs greater than \$4.50.

### **Anticipated Impact/Discussion**

H.R. 1265 would provide the Airport Authority with the ability to establish a PFC based on San Diego International Airport funding needs rather than relying on the current PFC limit of \$4.50 per passenger established by Congress in 2000.

**Status:** 3/2/17 – Referred to House Committee on Transportation and Infrastructure

**Position:** Support (4/6/17)

### **Legislation/Topic**

#### **H.R. 2514 (DeFazio) – Funding for Aviation Screeners and Threat Elimination Restoration Act**

### **Background/Summary**

H.R. 2514 would ensure that revenues collected from passengers as aviation security fees are used to help finance the costs of aviation security screening by repealing a requirement that a portion of these fees be deposited in the federal government’s general fund.

### **Anticipated Impact/Discussion**

Enactment of this legislation would ensure that aviation security fees are used for their stated purpose, and help to ensure that funding is available to provide an adequate level of screening at the nation’s airports.

**Status:** 5/18/17 – Referred to House Committee on Homeland Security

**Position:** Support (1/4/18)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **H.R. 2800 (DeFazio) – Aviation Funding Stability Act**

#### **Background/Summary**

This legislation would take the Airport and Airway Trust Fund off budget in an effort to protect Trust Fund revenue from sequestration and potential budget cuts. This bill would also require the Federal Aviation Administration (FAA) to develop a streamlined procurement system for the acquisition of NextGen technology and update its personnel management system. In addition, H.R. 2800 would elevate the role of the Management Advisory Council and authorize funds to rebuild and modernize U.S. air traffic control facilities.

#### **Anticipated Impact/Discussion**

Enactment of H.R. 2800 might benefit the Airport Authority by insulating the Airport and Airway Trust fund from potential reductions in funding for FAA-related operations. In addition, this legislation could expedite the modernization of the national air traffic control system.

**Status:** 6/7/17 – Introduced and Referred to House Committees on Transportation and Infrastructure, Armed Services, the Budget, and Appropriations

**Position:** Watch (7/6/17)

## **Legislation/Topic**

### **H.R. 2997 (Shuster) – 21st Century Aviation Innovation, Reform, & Reauthorization Act**

#### **Background/Summary**

This legislation would authorize Federal Aviation Administration (FAA) operations and related programs for the next six years. Specifically, this bill would:

- Transfer air traffic control functions from the FAA to a new not-for-profit corporation
- Include one airport representative to serve on the 13-member board of directors for the new ATC corporation
- Increase annual Airport Improvement Program (AIP) funding to a level of \$3.8 billion in Fiscal Year 2023
- Retain the current \$4.50 Passenger Facility Charge (PFC) cap
- Streamline and expedite the PFC reporting and review process
- Eliminate the PFC significant contribution test for large and medium hub airports

\*Shaded text represents new or updated legislative information

### **Anticipated Impact/Discussion**

Although San Diego International Airport (SDIA) might potentially benefit from the AIP increases included in H.R. 2997, this bill does not include any adjustment to the current \$4.50 PFC limit established by Congress in 2000. As a result, this legislation would essentially maintain the status quo for the financing of airport infrastructure projects instead of providing new funding opportunities for SDIA improvement projects. In addition, this bill does not include any provision that could position SDIA to compete for nonstop service to Ronald Reagan Washington National Airport.

**Status:** 6/27/17 – Approved by House Transportation and Infrastructure Committee on a vote of 32 to 25

**Position:** Oppose Unless Amended (7/6/17)

### **Legislation/Topic**

**H.R. 4559 (Estes) – Global Aviation System Security Reform Act**

### **Background/Summary**

This legislation would require that the Transportation Security Administration (TSA) undertake several actions, including the following:

- Conduct a coordinated global aviation security review within 90 days to address ways to improve aviation security standards across the globe, including cybersecurity threats
- Establish best practices based on this review and report to Congress on the actions that the TSA Administrator has taken to implement these practices

### **Anticipated Impact/Discussion**

This legislation is not expected to have any significant impact on the Airport Authority or San Diego International Airport if enacted.

**Status:** 1/9/18 – Approved by the House on a voice vote and Referred to Senate Committee on Commerce, Science, and Transportation

**Position:** Watch (2/1/18)

\*Shaded text represents new or updated legislative information

**Legislation/Topic**

**H.R. 4561 (Bilirakis) – Security Assessment Feasibility for Equipment Testing and Evaluation of Capabilities for Our Homeland (SAFE TECH) Act**

**Background/Summary**

This legislation would authorize third-party testing of transportation security screening technology and ensure that third-party entities do not have a financial stake in vendor technology being tested. The bill would also require that any entity providing third-party testing be owned and controlled by U.S. citizens and require Transportation Security Administration to establish a coordinated program for detection testing within a year.

**Anticipated Impact/Discussion**

This legislation is not expected to have any significant impact on the Airport Authority or San Diego International Airport if enacted.

**Status:** 1/9/18 – Approved by the House of Representatives on a voice vote and Referred to Senate Committee on Commerce, Science, and Transportation

**Position:** Watch (2/1/18)

**Legislation/Topic**

**H.R. 4577 (Rogers) – Domestic Explosives Detection Canine Capability Building Act**

**Background/Summary**

H.R. 4577 would establish a working group to determine ways to develop a domestic canine breeding network to procure high-quality explosive detection canines. This bill would also require that the Transportation Security Administration consult with other federal relevant agencies, including Customs and Border Protection and the Secret Service, in developing its canine program.

**Anticipated Impact/Discussion**

This legislation is not expected to have any significant impact on the Airport Authority or San Diego International Airport if enacted.

**Status:** 1/9/18 – Approved by the House on a voice vote and Referred to Senate Committee on Commerce, Science, and Transportation

**Position:** Watch (2/1/18)

\*Shaded text represents new or updated legislative information

**Legislation/Topic**

**H.R. 4581 (Fitzpatrick) – Screening and Vetting Passenger Exchange Act**

**Background/Summary**

This legislation would require the Secretary of the Department of Homeland Security to develop best practices for utilizing advanced passenger information and passenger name record data for counterterrorism screening and vetting operations.

**Anticipated Impact/Discussion**

This legislation is not expected to have any significant impact on the Airport Authority or San Diego International Airport if enacted.

**Status:** 1/9/18 – Approved by the House on a vote of 415 to 1 and Referred to the Senate Committee on Homeland Security and Governmental Affairs

**Position:** Watch (2/1/18)

**Legislation/Topic**

**H.R. 4627 (Donovan) – Shielding Public Spaces from Vehicular Terrorism Act**

**Background/Summary**

H.R. 4627 would amend the Homeland Security Act of 2002 to authorize expenditures to combat emerging terrorist threats, including vehicular attacks. The bill expands eligibility of Department on Homeland Security grants through the Urban Area Security Initiative and the State Homeland Security Grant Program to include “addressing security vulnerabilities of public spaces, including through the installation of bollards and other target hardening activities.”

**Anticipated Impact/Discussion**

Although this bill is not expected to directly impact operations at San Diego International Airport, it will be monitored closely for any potential grant funding opportunities.

**Status:** 6/19/18 – Approved by House Committee on Homeland Security on a voice vote and Referred to Senate Committee on Homeland Security and Governmental Affairs

**Position:** Watch (7/12/18)

\*Shaded text represents new or updated legislative information

### **Legislation/Topic**

#### **H.R. 4737 (Wasserman-Schultz) – Airport Advanced Logistics, Emergency Response and Training (Airport ALERT) Act**

### **Background/Summary**

This legislation would require all Category X airports to establish integrated Airport Operations Centers. It would also require airports to include security and emergency preparedness training requirements in their Airport Security Plan (ASP), including mass evacuation plans, risk communication plans, continuity of operations plans and airport family assistance and customer care plans.

### **Anticipated Impact/Discussion**

As San Diego International Airport (SDIA) is currently classified as a Category 1 airport, the requirement in H.R. 4737 for Category X airports to have an integrated and unified operations center would not currently apply to SDIA. Additionally, although this legislation does not provide adequate details concerning the specific mandates in the bill, H.R. 4737 is expected to require the Airport Authority to undertake several unfunded actions that would be duplicative of security-related activities currently conducted by Authority staff. Authority staff will work with airport advocacy associations who plan to discuss their concerns with this bill with the author in an effort to improve this legislation.

**Status:** 1/8/18 – Introduced and Referred to House Committee on Homeland Security

**Position:** Watch (2/1/18)

### **Legislation/Topic**

#### **H.R. 4760 (Goodlatte) – Securing America’s Future Act of 2018**

### **Background/Summary**

This comprehensive immigration bill was introduced with the purpose of enhancing enforcement of immigration law, reforming legal immigration programs, securing the international border and resolving issues related to the Deferred Action for Childhood Arrivals program. This bill would also add 5,000 new Customs and Border Protection (CBP) officers and require full implementation of biometric entry and exit systems at all air, land and sea ports of entry.

### **Anticipated Impact/Discussion**

The addition of new CBP officers could potentially result in additional CBP staffing resources for San Diego International Airport (SDIA). In regard to the requirement for full implementation of biometric entry and exit systems at all ports of entry, such technology is already in the process of being implemented at SDIA.

\*Shaded text represents new or updated legislative information

**Status:** 6/21/18 – Failed Passage in the House on a vote of 193 to 231

**Position:** Watch (2/1/18)

**Legislation/Topic**

**H.R. 5003 (Hultgren) – Amend the Internal Revenue Code of 1986 to Reinstate Advance Refunding Bonds**

**Background/Summary**

The Tax Cuts and Jobs Act (H.R. 1), signed into law in 2017, eliminated advance refunding of bonds. H.R. 5003 would amend the Internal Revenue Code of 1986 to reinstate advance refunding of bonds, restoring the flexibility for the management of municipal debt that may assist state and local governments finance infrastructure projects.

**Anticipated Impact/Discussion**

Although it is unclear at this time if the Airport Authority will advance refund bonds in the future, this bill might benefit the Airport Authority by providing the flexibility to advance refund bonds if necessary, depending on future financial market conditions.

**Status:** 2/13/18 – Introduced and Referred to House Committee on Ways and Means

**Position:** Watch (4/5/18)

**New Senate Bills**

There are no new Senate bills to report.

**Senate Bills from Previous Report**

**Legislation/Topic**

**S. 271 (Fischer) – Build USA Infrastructure Act**

**Background/Summary**

S. 271, the “Build USA Infrastructure Act” would divert \$21.4 billion annually in Customs and Border Protection (CBP) passenger and freight user fees to the Highway Trust Fund. This funding would be diverted for a five-year period, beginning October 1, 2020.

\*Shaded text represents new or updated legislative information

### **Anticipated Impact/Discussion**

Airports Council International – North America (ACI-NA) strongly opposes this bill. User fees should be applied for their intended use, not diverted to subsidize other programs, especially as CBP continues to face significant staffing shortfalls and technological challenges. As San Diego International Airport continues to expand international air service, this bill could have a negative impact on CBP's ability to effectively process international passengers.

**Status:** 2/1/17 – Introduced and Referred to Senate Committee on Homeland Security and Governmental Affairs

**Position:** Oppose (3/2/17)

### **Legislation/Topic**

**S. 1405 (Thune) – Federal Aviation Administration Reauthorization Act of 2017**

### **Background/Summary**

This legislation would authorize FAA operations and related programs for the next four years. Specifically, this bill would:

- Increase annual Airport Improvement Program (AIP) funding to a level of \$3.75 billion in Fiscal Years 2019-2021
- Retain the current \$4.50 Passenger Facility Charge (PFC) cap
- Streamline and expedite the PFC reporting and review process
- Eliminate the PFC significant contribution test for large and medium hub airports
- Require the Department of Transportation to hire an independent organization to conduct a study on upgrading and restoring the nation's airport infrastructure

### **Anticipated Impact/Discussion**

Although San Diego International Airport (SDIA) might potentially benefit from the AIP increases included in S. 1405, this bill does not include any adjustment to the current \$4.50 PFC limit established by Congress in 2000. As a result, this legislation would essentially maintain the status quo for the financing of airport infrastructure projects instead of providing new funding opportunities for SDIA improvement projects. In addition, this bill does not include any provision that could position SDIA to compete for nonstop service to Ronald Reagan Washington National Airport.

**Status:** 6/29/17 – Approved by Senate Committee on Commerce, Science and Transportation on a voice vote

**Position:** Oppose Unless Amended (7/6/17)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **S. 1733 (Van Hollen) – Customers Not Cargo Act**

#### **Background/Summary**

This proposed legislation would prohibit airlines from forcibly removing passengers after they have already boarded the plane due to overbooking or airline staff seeking to fly as passengers. It would also require the establishment of standards to resolve oversales once an aircraft has been boarded.

#### **Anticipated Impact/Discussion**

This bill is not expected to directly impact operations at San Diego International Airport.

**Status:** 4/12/17 – Introduced and Referred to Senate Committee on Commerce, Science and Transportation

**Position:** Watch (5/4/17)

## **Legislation/Topic**

### **S. 1757 (Cornyn) – Building America’s Trust Act**

#### **Background/Summary**

S. 1757 would authorize approximately \$15 billion over four years for border security and enforcement activities. Specific actions include:

- Requires the deployment of multi-layered tactical infrastructure across the southern U.S. border which, at the Secretary of DHS’s discretion, could include a wall system, fencing, levees, technology, or other physical barriers
- Increases the number of Border Patrol agents, Customs and Border Protection (CBP) Officers at ports, agricultural inspectors, Immigration and Customs Enforcement officers, immigration judges and federal prosecutors
- Streamline the CBP hiring process for military veterans and law enforcement personnel
- Requires CBP to deploy a biometric entry system at fifteen U.S. airports within 18 months and at all U.S. airports within five years

#### **Anticipated Impact/Discussion**

While several provisions in S. 1757 could provide additional CBP staffing resources at CBP’s San Diego port, some elements of this bill may be considered by community leaders to be a deterrent to the cross-border trade and tourism that currently benefits the regional economy.

**Status:** 8/3/17 – Introduced in the Senate

**Position:** Watch (9/7/17)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **S. 1872 (Thune) – TSA Modernization Act**

#### **Background/Summary**

This legislation would reauthorize Transportation Security Administration (TSA) programs for three years. The bill includes several provisions that would benefit airports, including \$55 million in additional funding for the law enforcement officer (LEO) reimbursement program and continued funding that would allow TSA officers to continue to staff airport exit lanes instead of shifting that responsibility to airports as proposed by the Trump administration. The bill would also establish a five-year term for the TSA Administrator, similar to the FAA Administrator's term and requires TSA to significantly expand the PreCheck program.

#### **Anticipated Impact/Discussion**

Enactment of this legislation would ensure the availability of federal funding for several programs of importance to SDIA while enhancing the development and acquisition of new security technologies which could be incorporated into the SDIA security process.

**Status:** 6/6/18 – Amended and Approved by Senate Committee on Commerce, Science and Transportation

**Position:** Support (11/2/17)

## **Legislation/Topic**

### **S. 2314 (McCaskill) – The Border and Port Security Act**

#### **Background/Summary**

This bill would require the Commissioner of Customs and Border Protection (CBP) to hire, train, and assign at least 500 new CBP officers annually until the number of CBP officers equals the number of CBP officers needed under the CBP's Workload Staffing Model.

#### **Anticipated Impact/Discussion**

If enacted, this bill could potentially result in additional CBP officers at San Diego International Airport depending on the allocation of the additional CBP officers that would be hired pursuant to this bill. California Senator Kamala Harris is a cosponsor of S. 2314.

**Status:** 1/10/18 – Introduced and Referred to Senate Committee on Homeland Security and Governmental Affairs

**Position:** Support (2/1/18)

\*Shaded text represents new or updated legislative information

## **Legislation/Topic**

### **S. 2422 (Warren) – Study on the Health Impacts of Air Traffic Noise and Pollution**

#### **Background/Summary**

S. 2422 would require the Administrator of the Federal Aviation Administration to enter into an arrangement with the Health and Medicine Division of the National Academies of Sciences, Engineering, and Medicine to convene a committee of experts in health and environmental science to examine the various health impacts of air traffic noise and pollution.

#### **Anticipated Impact/Discussion**

Although this bill is not expected to directly impact operations at San Diego International Airport, the information collected by the study may be useful in helping the Airport Authority describe any potential health or impacts of air traffic noise and pollution.

**Status:** 2/13/18 – Introduced and Referred to Senate Committee on Science, Commerce and Transportation

**Position:** Watch (4/5/18)

## **Legislation/Topic**

### **S. 2836 (Johnson) – Preventing Emerging Threats Act of 2018**

#### **Background/Summary**

The goal of S. 2836 is to assist the Department of Homeland Security in preventing emerging threats from unmanned aircraft systems (UAS) and vehicles. Specifically, this bill:

- Gives the Department of Homeland Security (DHS) and the Department of Justice the authority they need to protect important buildings and assets when there is a security risk posed by a UAS
- Directs DHS to perform research and testing of technology
- Requires DHS to conduct several assessments to evaluate emerging threats that drones may pose to state or private critical infrastructures and domestic large hub airports as well as emerging threats of vehicles “vehicular terrorism” when used to inflict violence and intimidation on individuals
- Includes a 5-year sunset provision

#### **Anticipated Impact/Discussion**

This bill could benefit the San Diego International Airport (SDIA) by providing law enforcement officials with additional enforcement tools to deter unsafe UAS operations near SDIA.

\*Shaded text represents new or updated legislative information

**Status:** 6/13/18 – Approved by Senate Committee on Homeland Security and Governmental Affairs

**Position:** Watch (7/12/18)

**Legislation/Topic**

**S. 2859 (Peters) – Secure Airport Public Spaces Act of 2018**

**Background/Summary**

S. 2859 would add a provision to allow for the use of passenger facility charge (PFC) revenue to enhance security at airports including projects for the construction, repair, or improvement of facilities at an airport, or for the acquisition or installation of equipment at an airport directly and substantially related to the movement of passengers and baggage in air transportation. The bill would also make projects for the installation of security cameras eligible for the Airport Improvement Program (AIP).

**Anticipated Impact/Discussion**

This bill could benefit the San Diego International Airport by increasing eligibility for the use of PFCs or AIP grants for security related projects, although, this bill does not include any adjustment to the current \$4.50 PFC limit established by Congress in 2000.

**Status:** 5/16/18 – Introduced in the Senate and Referred to Senate Committee on Commerce, Science, and Transportation

**Position:** Watch (7/12/18)

\*Shaded text represents new or updated legislative information

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 13, 2018**

### **Subject:**

**Biennial Review and Amendment of Authority Code Section 2.30 – Conflict Of Interest Code**

### **Recommendation:**

Adopt Resolution No. 2018-0090, amending Authority Code Section 2.30 – Conflict of Interest Code.

### **Background/Justification:**

Government Code Section 81000 *et.seq.*, also known as the California Political Reform Act (“Act”), requires state and local government agencies to adopt and promulgate Conflict of Interest Codes for their agencies.

Government Code Section 87306.5, requires every local government agency, which has adopted a Conflict of Interest Code, to review its Conflict of Interest Code no later than October 1 of each even-numbered year to determine if a change in its Conflict of Interest Code is necessitated by changed circumstances. In fulfilling this mandate, staff has reviewed the Authority’s Conflict of Interest Code, Authority Code Section 2.30, and due to changed circumstances is recommending that the Code be amended to update the list of designated employees as outlined in Attachment A.

Government Code Section 87500(p), allows the Authority to designate our agency as the place of filing for Form 700s, with the exception of “heads of agencies, members of boards or commissions not under a department or state government, and members of boards or commissions not under the jurisdiction of a local legislative body.” [Government Code Sections 87500(k), (p)]. For these individuals, the original Form 700 must be submitted to the Clerk of the County of San Diego Board of Supervisors, our Code Reviewing Body, while the Authority maintains a copy.

Staff is recommending that, with the exceptions noted above, Code 2.30 be amended to specify that eligible officials file original Form 700s directly with the Authority. This will allow the Authority to: 1) retain direct access to filer’s Form 700s, 2) reduce confusion among filers about filing with the County versus the Authority, 3) easily communicate with filers when there are issues with their Form 700s, 4) eliminate the need to prepare transmittals to submit filings to the Clerk of the Board of Supervisors, and 5) eliminate the need to mail original Form 700s to the Clerk of the Board of Supervisors.

### **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  
BOARD SERVICES/AUTHORITY CLERK

RESOLUTION NO. 2018-0090

A RESOLUTION OF THE BOARD OF THE SAN  
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
AMENDING AUTHORITY CODE SECTION 2.30 -  
CONFLICT OF INTEREST CODE

WHEREAS, San Diego County Regional Airport Authority Code 2.30 established the Authority's Conflict of Interest Code; and

WHEREAS, Government Code Section 87306.5 requires every local government agency to review its Conflict of Interest Code no later than October 1 of each even-numbered year to determine if a change in its Conflict of Interest Code is necessitated by changed circumstances; and

WHEREAS, Government Code Section 87302(a) requires that each agency's Conflict of Interest Code enumerate the employee positions within the agency "which involve the making or participation in the making of decisions which may foreseeably have a material effect on any financial interest" of the employee; and

WHEREAS, the Authority has reviewed its Conflict of Interest Code as required and due to changed circumstances, the Board wishes to amend the Code to update and designate certain employee positions which are subject to disclosure of certain economic interests; and

WHEREAS, Government Code Section 87500(p) allows the Authority to designate our agency as the place of filing for Form 700s, with the exception of "heads of agencies , members of boards or commissions not under a department or state government, and members of boards or commissions not under the jurisdiction of a local legislative body." [Government Code Sections 87500(k), (p)]. For these individuals, the original Form 700 must be submitted to the Clerk of the County of San Diego Board of Supervisors, our Code Reviewing Body.

WHEREAS, it is recommended that the Authority be allowed to amend Code 2.30 to specify that eligible officials file original Form 700s directly with the Authority to: 1) retain direct access to filer's Form 700s, 2) reduce confusion among filers about filing with the County versus the Authority, 3) easily communicate with filers when there are issues with their Form 700s, 4) eliminate the need to prepare transmittals to submit filings to the Clerk of the Board of Supervisors, and 5) eliminate the need to mail original Form 700s to the Clerk of the Board of Supervisors.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approves the amendment to Authority Code Section 2.30, Conflict of Interest Code (Attachment A), updating the list of designated employees and designated the Authority as the location for filing Form 700s with the exception of forwarding the original Form 700s to the Clerk of the Board of Supervisors for heads of agencies and members of boards or commissions.

BE IT FURTHER RESOLVED that the Director, Board Services/Authority Clerk or designee is hereby directed to forward the amended Conflict of Interest Code to the San Diego County Board of Supervisors for approval; and

BE IT FURTHER RESOLVED that the Board of the San Diego County Regional Airport Authority finds that this Board action is not a "project" as defined by the California Environmental Quality Act (CEQA) Pub. Res. Code Section 21065; and is not a "development" as defined by the California Coastal Act Pub. Res. Code Section 30106.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a special meeting this 13<sup>th</sup> day of September, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## CODES

- ARTICLE 2** - **ETHICS**  
**PART 2.3** - **CONFLICTS OF INTEREST**  
**SECTION 2.30** - **CONFLICTS OF INTEREST**
- 

(a) The ~~California~~ California Political Reform Act, Government Code Sections 81000, *et seq.*, requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The California Fair Political Practices Commission (“FPPC”) has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard model Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the ~~Fair Political Practices Commission~~ FPPC to conform to amendments in the California California Political Reform Act after public notice and hearings. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the ~~Fair Political Practices Commission~~ FPPC, along with the attached Appendix, in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of the ~~San Diego County Regional Airport Authority~~ (the “Authority”).

(b) Designated employees shall file Statements of Economic Interests with the Authority Clerk of the ~~Authority~~ (the “Clerk”), which will make the statements available for public inspection and reproduction (Cal. Gov. Code Section 81008). Upon receipt of the completed Statements of Economic Interest ~~filed by designated employees~~, the Authority Clerk shall date stamp and retain the original statements for all designated employees (Cal. Gov. Code Section 87500; (p)). and forward a copy ~~The original of the s~~ Statements of Economic Interest for heads of agencies, and members of boards or commissions (i.e. President/CEO, General Counsel, Chief Auditor, Vice Presidents, Board Member, and Public Committee Members) will be forwarded to the Clerk of the San Diego County Board of Supervisors (Cal. Gov. Code Section 87500; (k) and the Authority will maintain a copy.

(c) Appendices

(1) Appendix A - Designated Employee Positions

LIST OF DESIGNATED POSITIONS	*ASSIGNED DISCLOSURE CATEGORY
Accounting Manager	4
Airport Art Program Manager	4
<u>Airside Operations Duty Manager II</u>	<u>2, 4</u>
<u>Associate Airport Planner I/ II (Flex)</u>	<u>2, 4</u>
Assistant Authority Clerk II	4
Associate Engineer	2, 4

Associate Real Estate Manager	2,4
Attorney	1
Auditor	<u>12,3,4</u>
Board Member	1
<u>Business Development Program Manager</u>	<u>4</u>
<del>Capital Project Manager</del>	<u>2,4</u>
Chief Auditor	1
<del>Construction Inspector</del>	3
<del>Construction Inspector/ Quieter Home Program</del>	3
Construction Manager	2,4
<del>Construction Manager, Quieter Home Program</del>	<u>2,4</u>
Construction Safety Program Manager	2,4
Consultant*	1**
<u>Customer Relations Manager</u>	<u>4</u>
<del>Contract Manager</del>	4
<del>Deputy Director, Public &amp; Customer Relations</del>	4
<del>Director, Accounting</del>	4
<del>Director, Air Service Development</del>	4
Director, Airport Design & Construction	<u>12,4</u>
<del>Director, Airport Noise Mitigation</del>	4
Director, Airport Planning <u>&amp; Environmental Affairs</u>	<u>12,4</u>
<u>Director, Aviation Operations</u>	<u>14</u>
<u>Director, Aviation Security &amp; Public Safety</u>	<u>14</u>
<del>Director, Airside Operations/Public Safety &amp; Security</del>	4
<del>Director, Aviation Operations &amp; Public Safety</del>	4
<del>Director, Business Development</del>	4
Director, <u>Corporate &amp; Information Governance</u> <u>Board Services</u>	<u>14</u>
<del>Director, Counsel Services</del>	<u>1</u>
<u>Director, Counsel Services</u>	<u>1</u>
<del>Director, Environmental Affairs</del>	3,4
Director, Facilities Development	<u>12,4</u>
Director, Facilities Management	<u>12,4</u>
Director, Financial Management	<u>14</u>
Director, Financial Planning and Budget	<u>14</u>
Director, Ground Transportation	<u>14</u>
Director, Information <del>&amp;</del> Technology Services	<u>14</u>
<u>Director, Innovation &amp; Business Development</u>	<u>14</u>
Director, Inter-Governmental Relations	<u>14</u>

<u>Director, Media &amp; Public Relations</u>	<u>1</u>
Director, Talent, Culture & Capability	<u>14</u>
Director, Terminal & Tenants	<u>14</u>
Director, Procurement	<u>13,4</u>
<u>Financial Analyst II</u>	<u>4</u>
<u>Director, Vision, Voice &amp; Engagement</u>	<u>4</u>
General Counsel	1
<u>Labor Compliance Program Manager</u>	<u>3, 4</u>
<u>Maintenance Project Inspector</u>	<u>3, 4</u>
Management Analyst	<u>43</u>
<u>Manager, Aviation and Landside Property</u>	4
<u>Manager, Administrative Services</u>	<u>4</u>
Manager, Airport Finance	4
Manager, Airport Planning	2, 4
Manager, Airside Operations	4
Manager, Audit <del>Services</del> <del>Services</del>	<u>12,3,4</u>
Manager, Aviation Security & Law Enforcement	<u>3, 4</u>
<u>Manager, Business Analytic</u>	<u>4</u>
Manager, Business & Systems Applications	4
<u>Manager, Contracts</u>	<u>4</u>
<u>Manager, Concession Development</u>	<u>4</u>
Manager, Emergency Preparedness & Public Safety	<u>3, 4</u>
<u>Manager, Energy &amp; Water Management</u>	<u>4</u>
Manager, Environmental Affairs	<u>2, 4</u>
Manager, Geographic Information System & Computer Aided Design	4
Manager, Ground Transportation	4
Manager, Facilities Management	2, 4
Manager, Information Technology Operations	4
Manager, Information Technology Terminal Services	4
Manager, Insurance & Construction, Risk	<u>2, 4</u>
<u>Manager, Intelligence &amp; Planning</u>	<u>4</u>
<u>Manager, Labor Compliance Program</u>	<u>3, 4?</u>
<u>Manager, Landside Operations</u>	<u>4</u>
<u>Manager, Landside Operations</u>	<u>4</u>
Manager, Learning & Capability	4
Manager, Procurement & Contract Services	4
<u>Manager, Regional Planning</u>	<u>2,4</u>
<u>Manager, Service Desk</u>	<u>4</u>
Manager, Small Business Development	4

Manager, Talent & Rewards	4
<del>Manager, Technical Services</del>	4
<del>Manager, Tenant Improvement</del>	4
<del>Manager, Terminal Concessions</del>	4
Manager, Terminal Operations	4
<del>Manager, Workplace Safety &amp; Risk</del>	4
President/CEO ( <del>Executive Director</del> )	1
Procurement Analyst	4
Program Manager/ <del>Labor Compliance</del>	4
<del>Project Architect</del>	4
<del>Project Engineer</del>	2,4
Project Manager	4
Public Audit, and Art Advisory Committee Members)	1
<del>Quality Assurance</del> /Quality Control Manager	3, 4
Quieter Home Program Coordinator	2, 4
Real Estate Manager	2, 4
Records & Information Manager	4
Senior Airport Planner	2, 4
Senior Airport Traffic Supervisor	3
<del>Senior Airside Operations Duty Manager</del>	2, 4
<del>Senior Attorney</del>	1
Senior Auditor	1,2,3,4
Senior Construction Inspector <del>/Quieter Home Program</del>	3
<del>Senior Director, Assets &amp; Alliances</del>	4
<del>Senior Director, Counsel Services</del>	1
Senior Director, Finance & Asset Management	14
<del>Senior Director, Marketing &amp; Air Service Development</del>	14
<del>Senior Director, Strategy &amp; Policy</del>	14
<del>Senior Director, Talent &amp; Engagement</del>	4
Senior Engineering Technician	2,4
<del>Senior Financial Analyst</del>	4
<del>Senior Maintenance Project Inspector</del>	2,3
<del>Senior Maintenance Project Inspector</del>	2,3
Senior Management Analyst	3

Senior Manager, Accounting	4
Senior Manager, Airport Finance	4
Senior Manager, Art & Community Partnership	4
Senior Manager, Aviation & Commercial Business	2,3,4
<del>Senior Manager, Information Technology</del>	<del>4</del>
<del>Senior Manager, Marketing</del>	<del>4</del>
<del>Senior Manager, Facilities Management</del>	<del>4</del>
<del>Senior Manager, Organizational Development</del>	<del>4</del>
<del>Senior Manager, Risk Management</del>	<del>4</del>
<del>Senior Manager, Vision, Voice &amp; Engagement</del>	<del>4</del>
Senior Marketing Specialist	4
<del>Senior Project Management Systems Analyst</del>	<del>4</del>
<del>Senior Program Manager</del>	<del>2,4</del>
<del>Senior Project Architect</del>	<del>2,4</del>
<del>Senior Project Engineer</del>	<del>2,4</del>
<del>Senior Purchasing Analyst</del>	<del>4</del>
<del>Senior Procurement Analyst</del>	<del>4</del>
<del>Senior Risk Management Analyst</del>	<del>4</del>
<del>Senior Risk Management Analyst</del>	<del>4</del>
<del>Senior Systems Support Analyst</del>	<del>4</del>
Small Business Development Program Coordinator	4
Small Business Development Program Manager	2,4
Vice President, Development	1
Vice President, Finance & Asset <del>Management</del> <del>Management/Treasurer</del>	1
Vice President, Operations	1
<del>Vice President, Revenue Management &amp; Innovation</del>	<del>1</del>

\* Consultants are persons who meet the definition found in 2 Cal. Code of Regs. Section 18700.31(a)(2).

\*\* Consultants shall disclose pursuant to Category 1, the broadest disclosure category in this Conflict of Interest Code, unless the President/CEO determines in writing that a particular consultant, although a designated employee, is hired to perform a range of duties that are limited in scope and thus is not required to comply with the disclosure requirements described in this Appendix. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The determination of the President/CEO is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

## (2) Appendix B - Disclosure Categories

General Provisions. The ~~San Diego County Regional Airport~~ Authority has jurisdiction throughout the County ~~of San Diego~~. Accordingly, when a designated employee or individual is required to disclose investments, business positions, and sources of income, he or she need only disclose investments in business entities and sources of income that do business in the County ~~of San Diego~~, plan to do business in the County ~~of San Diego~~, or have done business in the County ~~of San Diego~~ within the past two (2) years. In addition to other activities, a business entity is doing business within the County ~~of San Diego~~ if it owns real property within the County ~~of San Diego~~. When a designated employee or individual is required to disclose real property, he or she need only disclose that which is located in whole or in part within or not more than two (2) miles outside the boundaries of the County ~~of San Diego~~ or within two (2) miles of any land owned or used by the ~~San Diego County Regional Airport~~ Authority.

Definition of Disclosure Categories

Category 1 - **Officials and employees whose duties are broad and indefinable:**

Business positions, investments and sources of income that are either located in or doing business in the County, are planning to do business in the County, or have done business in the County in the past two (2) years.

Interests in real property in the County ~~of San Diego~~, including real property within two (2) miles of the boundaries of the County ~~of San Diego~~.

Category 2 - **Officials and employees whose decisions may affect real property interests:**

Investments and business positions in business entities, and income from sources that engage in land development, construction, or the acquisition or sale of real property.

Interests in real property in the County ~~of San Diego~~, including real property within two (2) miles of the boundaries of the County ~~of San Diego~~, or, property located within a two (2) mile radius of any property owned or used by the ~~San Diego County Regional Airport~~ Authority.

Category 3 - **Officials and employees with regulatory powers:**

All investments, business positions, interests in real property and sources of income subject to the regulatory, permit or licensing authority of the ~~San Diego County Regional Airport~~ Authority.

Category 4 - **Officials and employees whose duties involve contracting or purchasing:**

Investments and business positions in business entities and sources of income including those that provide services, supplies, materials, machinery or equipment of the type utilized by ~~the San Diego County Regional Airport~~ ~~the~~ Authority or any individual department of the ~~San Diego County Regional Airport~~ Authority.

[Amended by Resolution No. 2016-0072 dated September 15, 2016]

[Amended by Resolution No. 2014-0083 dated September 4, 2014]

[Amended by Resolution No. 2012-0089 dated September 6, 2012]

[Amended by Resolution No. 2010-0090 dated September 2, 2010]

[Amended by Resolution No. 2008-0107 dated September 4, 2008]

[Amended by Resolution No. 2006-0133 dated November 13, 2006]

[Amended by Resolution No. 2004-0097 dated October 4, 2004]  
[Adopted by Resolution No. 2002-02 dated September 20, 2002]

## Board Communication

Date: September 13, 2018  
To: Board Members  
Via: Kimberly J. Becker, President/CEO  
From: Scott M. Brickner, Vice President, Finance & Asset  
Management/Treasurer  
Subject: Accept the Unaudited Financial Statements for the Year  
Ended June 30, 2018

---

RECOMMENDATION: Accept the report.

Item 6



## Acceptance of the Unaudited Financial Statements for the Twelve Months Ended June 30, 2018 and 2017

Presented by:

Scott Brickner, CPA

Vice President, Finance and Asset Management/Treasurer

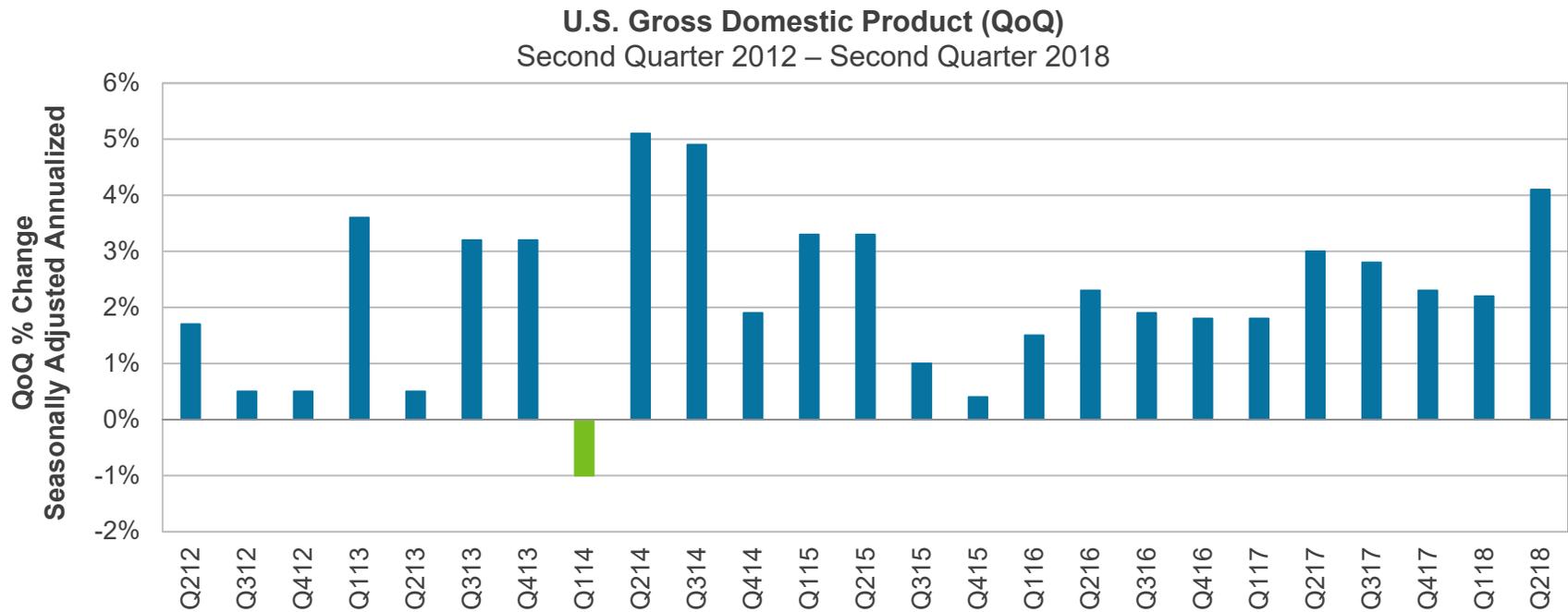
Kathy Kiefer

Senior Director, Finance & Asset Management

September 13, 2018

# Second Quarter GDP

Second quarter GDP grew at an annualized pace of 4.1% and first quarter GDP growth was also revised up to 2.2% from 2.0%. Overall, second quarter GDP growth was solid. Consumer spending was particularly strong in the second quarter, up 4.0%. Business investment and net exports were also favorable. Inventories pulled GDP growth down in the second quarter, which should bode well for third quarter GDP growth. Nevertheless, GDP growth is expected to ease back toward the 2.5%-3.0% range for the second half of the year.

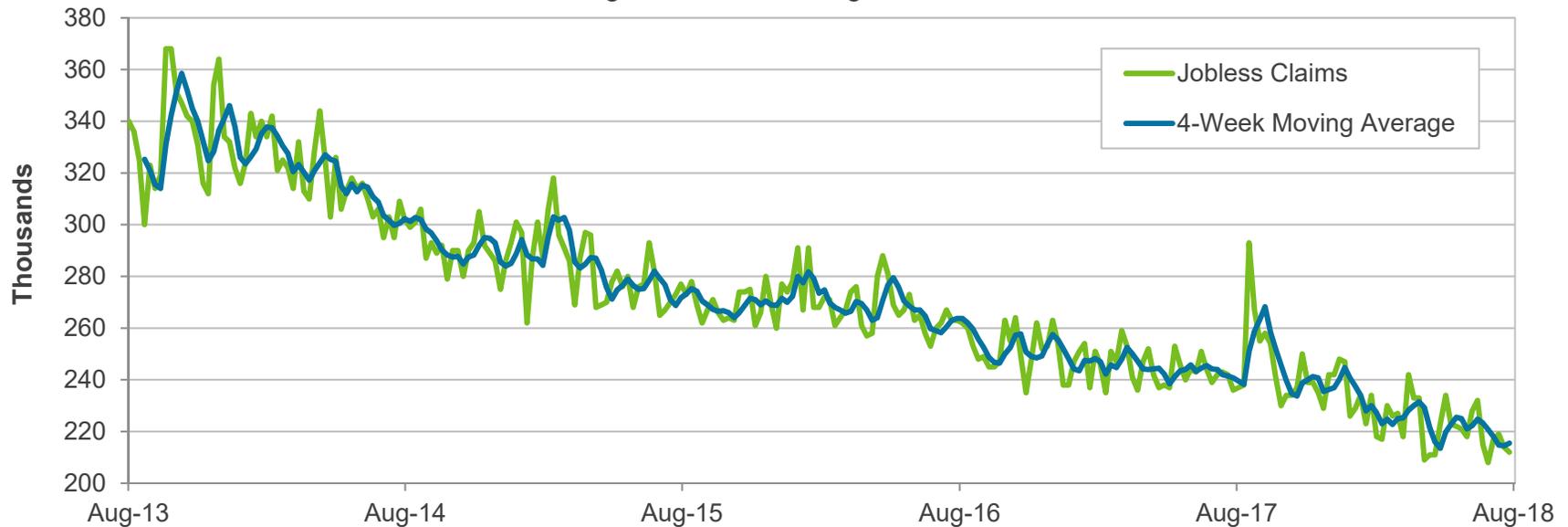


Source: Bloomberg.

# Initial Claims For Unemployment

For the week ending August 23, initial jobless claims decreased by 2,000 to 210,000. The 4-week moving average decreased by 1,750 to 213,750. Initial jobless claims reflect strong demand for labor and are consistent with a healthy labor market.

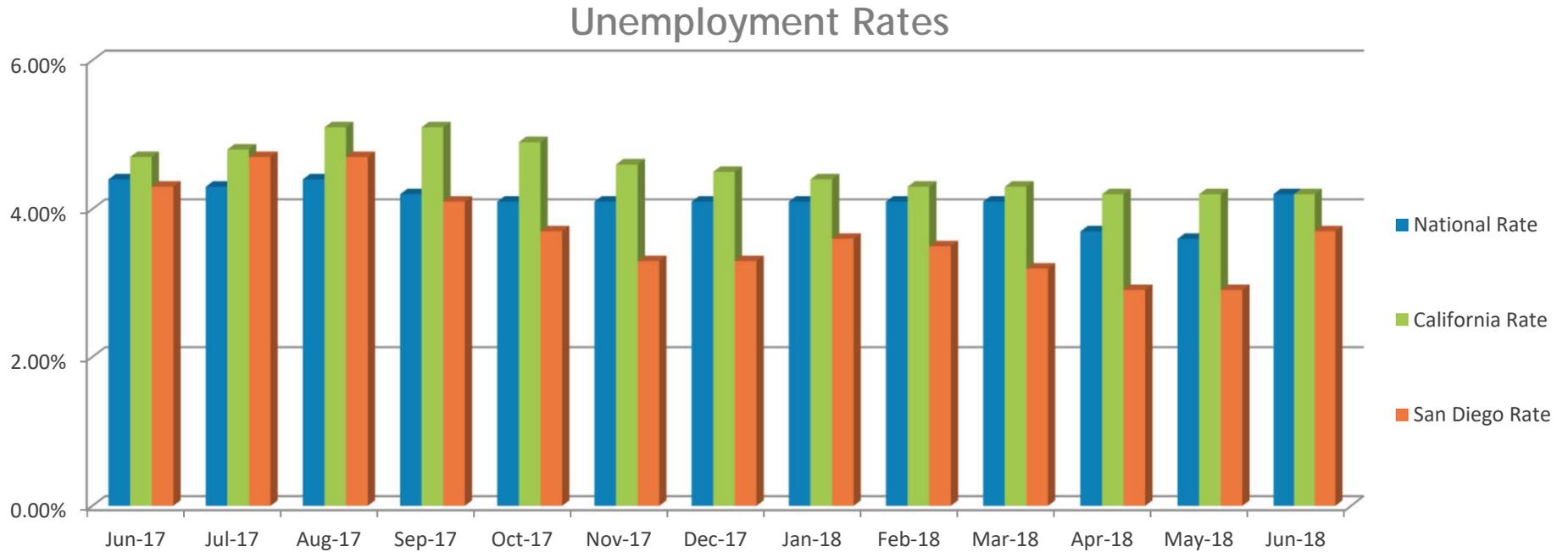
**Initial Jobless Claims and 4-Week Moving Average**  
August 16, 2013 – August 17, 2018



Source: Bloomberg.

# Unemployment Rates

The National unemployment rate increased to 4.2 percent in June, up from 3.6 percent in May. The National U-6 rate raised back up to 7.8 percent in June compared to 7.6 percent in May. The California rate remained the same from May to June at 4.2 percent, while the San Diego rate increased to 3.7 percent in June from 2.9 percent in May



Source: US Dept of Labor, CA EDD

# Consumer Price Index

The Consumer Price Index (CPI) was up 2.9% year-over-year in July, unchanged on a year-over-year basis from June. Core CPI (CPI less food and energy) was up 2.4% year-over-year in July, up from 2.3% year-over-year in June. Consumer price inflation remains relatively contained but a continued upward trend may lead to a more hawkish Fed, all else being equal.

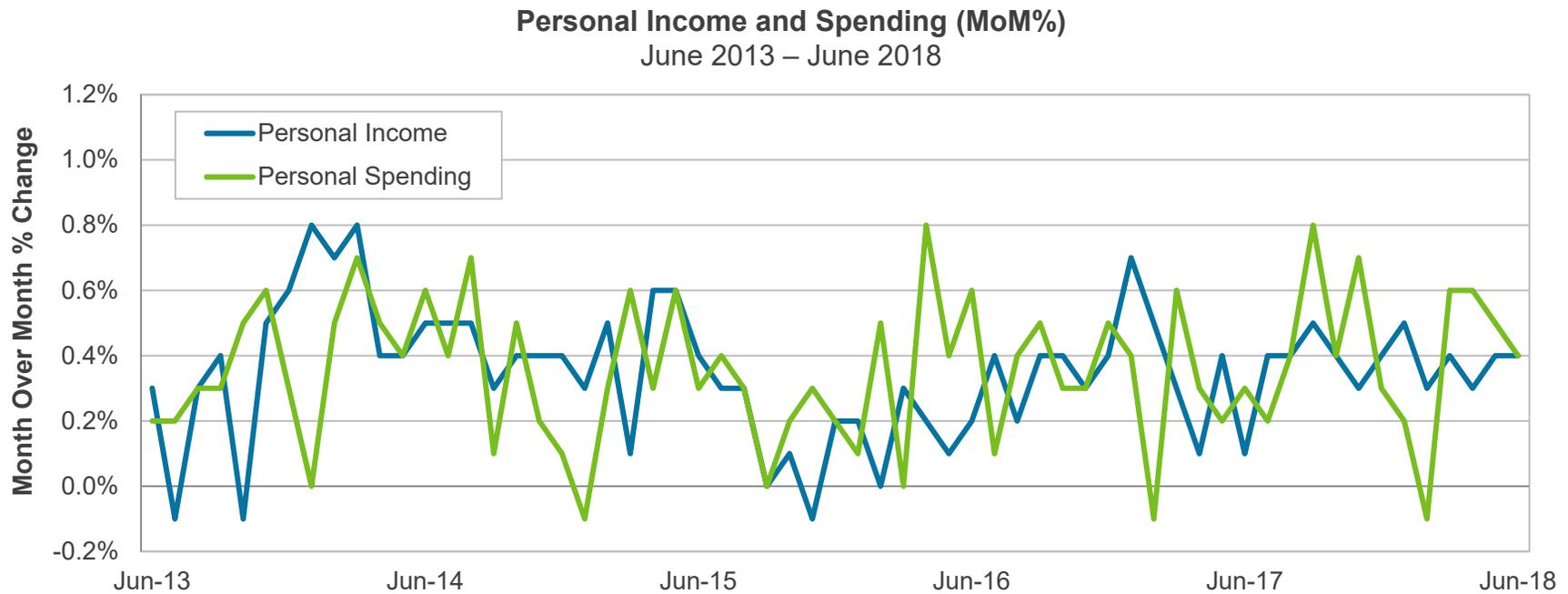
**Consumer Price Index (YoY%)**  
July 2013 – July 2018



Source: Bloomberg.

# Personal Income and Spending

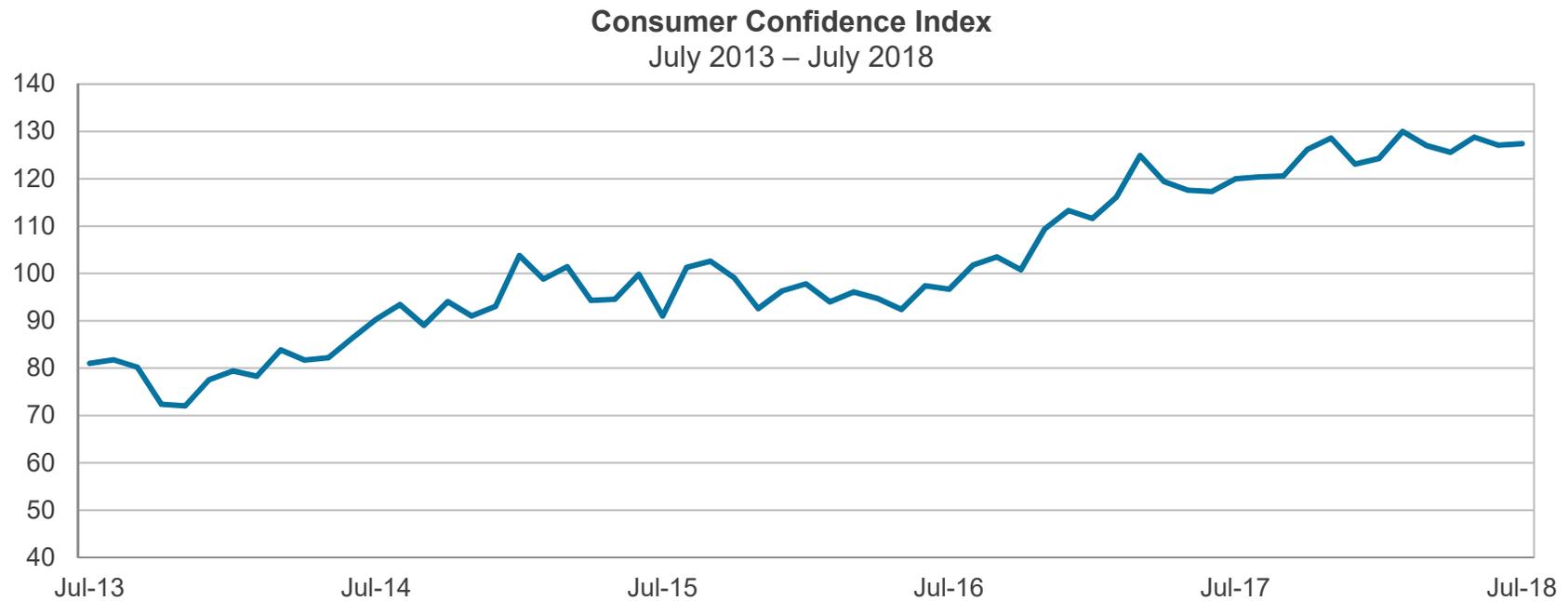
Personal income rose by 0.4% in June, in line with expectations. Consumer spending also increased by 0.4% in the month, in line with expectations.



Source: Bloomberg.

# Consumer Confidence Index

The Consumer Confidence Index remains strong at 127.4 in July, up slightly from 127.1 in June. Ongoing strength in the labor market continues to support consumer confidence.



Source: Bloomberg.

# Existing Home Sales

Existing home sales declined 0.7% in July to a seasonally adjusted rate of 5.340 million units, following a 0.6% decline in June. On a year-over-year basis, sales of existing homes were down 1.5% in July. We believe higher interest rates, following a long period of home price appreciation, is starting to pressure the housing market and overall affordability.

**U.S. Existing Home Sales (MoM)**  
July 2008 – July 2018

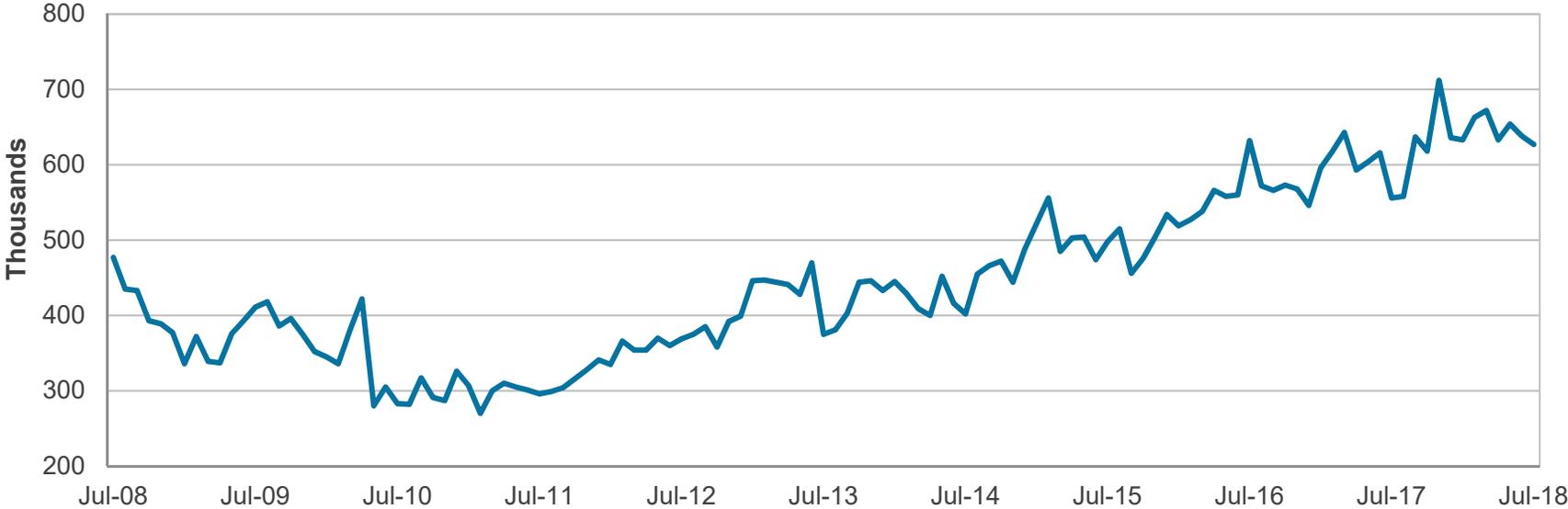


Source: Bloomberg.

# New Home Sales

New home sales fell 1.7% in July to an annualized rate of 627,000 unit. Pricing improved in July after declining in June. Year-over-year, the median price was up 1.8% in July.

**U.S. New Home Sales**  
July 2008 – July 2018

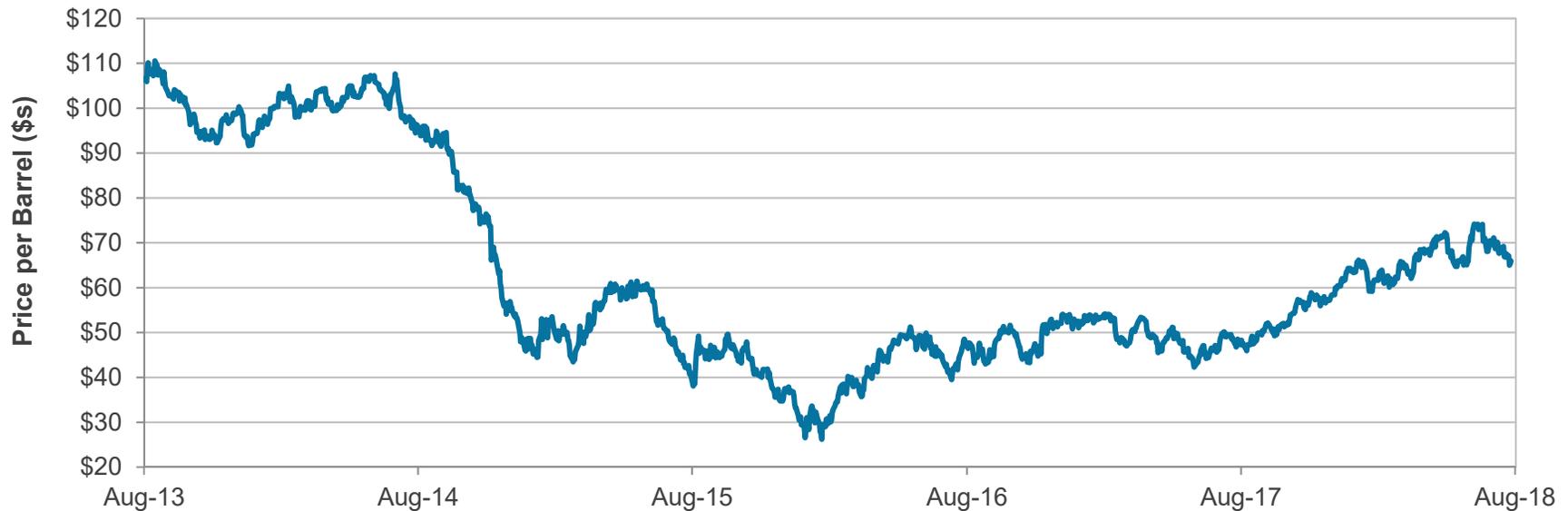


Source: Bloomberg.

# Crude Oil Prices

U.S. West Texas Intermediate (WTI) crude settled at \$69.06 per barrel on August 22, above its one month average of \$67.63 and above its one year average of \$61.78. Oil prices have recently increased due to inventory declines but prices had been on a downward trajectory for most of the past six weeks on expectations for increased OPEC production and concerns about global demand.

**West Texas Intermediate Oil Price Per Barrel (WTI Spot)**  
August 23, 2013 – August 23, 2018



Source: Bloomberg.

# Jet Fuel Prices

Jet fuel (U.S. Gulf Coast Spot) closed at \$2.130 per gallon on August 22, which was above its one month average of \$2.096 and above its one year average of \$1.916.

**U.S. Gulf Coast Kerosene-Type Jet Fuel Spot Price FOB**  
August 23, 2013 – August 23, 2018

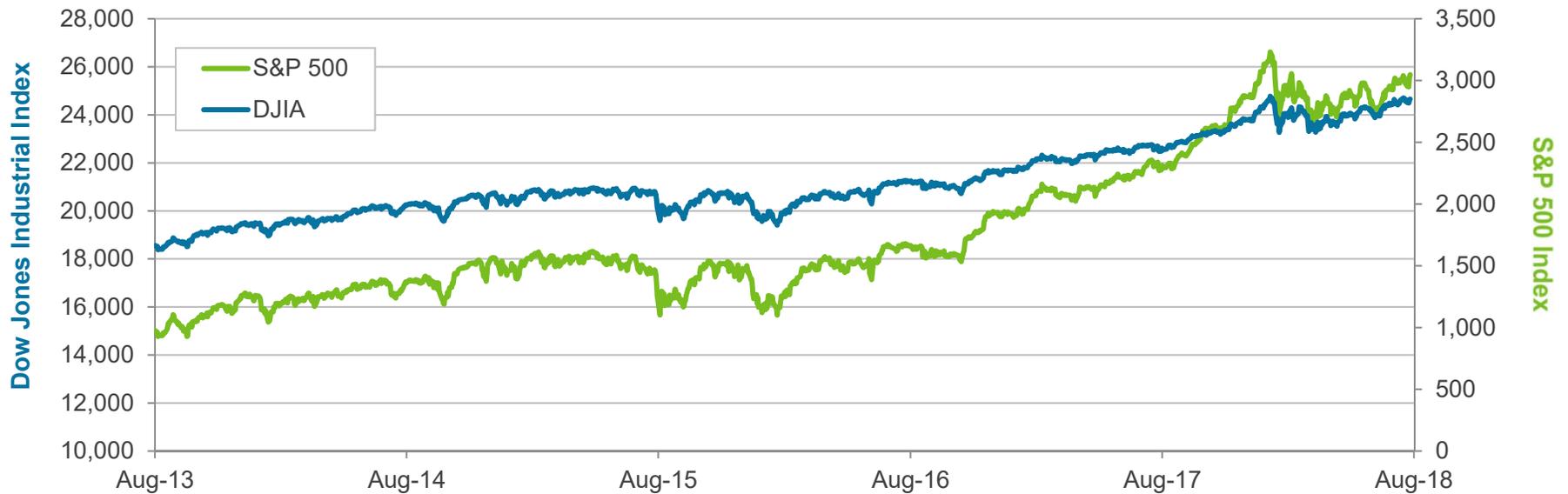


Source: Bloomberg.

# U.S. Equity Markets

U.S. equity markets remain volatile. Year-to-date, the DJIA is up about 4.0% and the S&P 500 index is up about 7.0%. We believe solid corporate earnings growth and a strong labor market continues to support the equity markets. However, we anticipate that risk assets could experience increased volatility over the intermediate-term. Nevertheless, we expect risk assets to end the year in positive territory.

**Dow Jones Industrial Average (DJIA) and S&P 500 Indices**  
August 23, 2013 – August 23, 2018

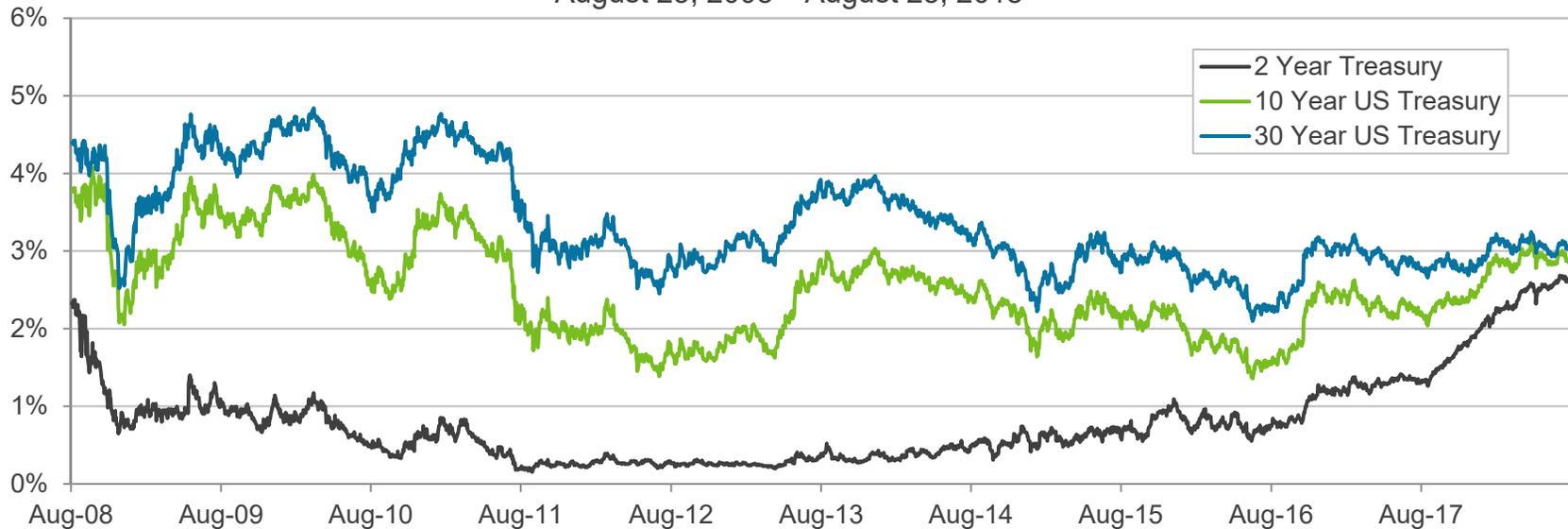


Source: Bloomberg.

# Treasury Yield History

On a year-over-year basis, the Treasury yield curve has flattened. Rate hikes by the Federal Reserve have put upward pressure on shorter-term rates, while supply and demand imbalances, technical factors, and subdued inflation expectations have kept longer rates relatively contained. The yield curve is currently quite flat by historical standards.

**2-, 10- and 30-year U.S. Treasury Yields**  
August 23, 2008 – August 23, 2018

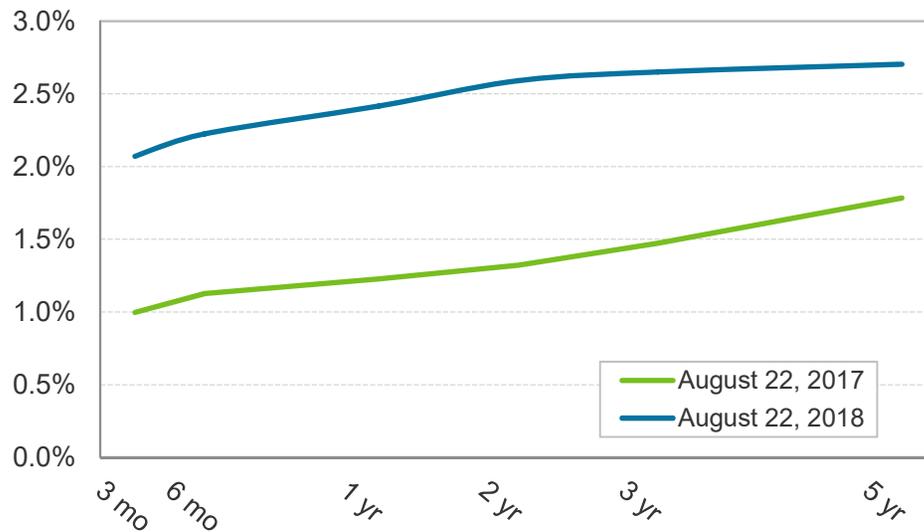


Source: Bloomberg.

# U.S. Treasury Yield Curve

Year-over-year, shorter-term Treasury yields have increased more than longer-term Treasury yields. The spread between 2-year and 10-year Treasuries is currently about 23 basis points, compared to a spread of about 90 basis points at this time last year. The Fed has raised the fed funds target rate by 120 basis points since March 16, 2017, which has fueled the increase in shorter-term rates.

**U.S. Treasury Yield Curve**  
August 22, 2017 versus August 22, 2018

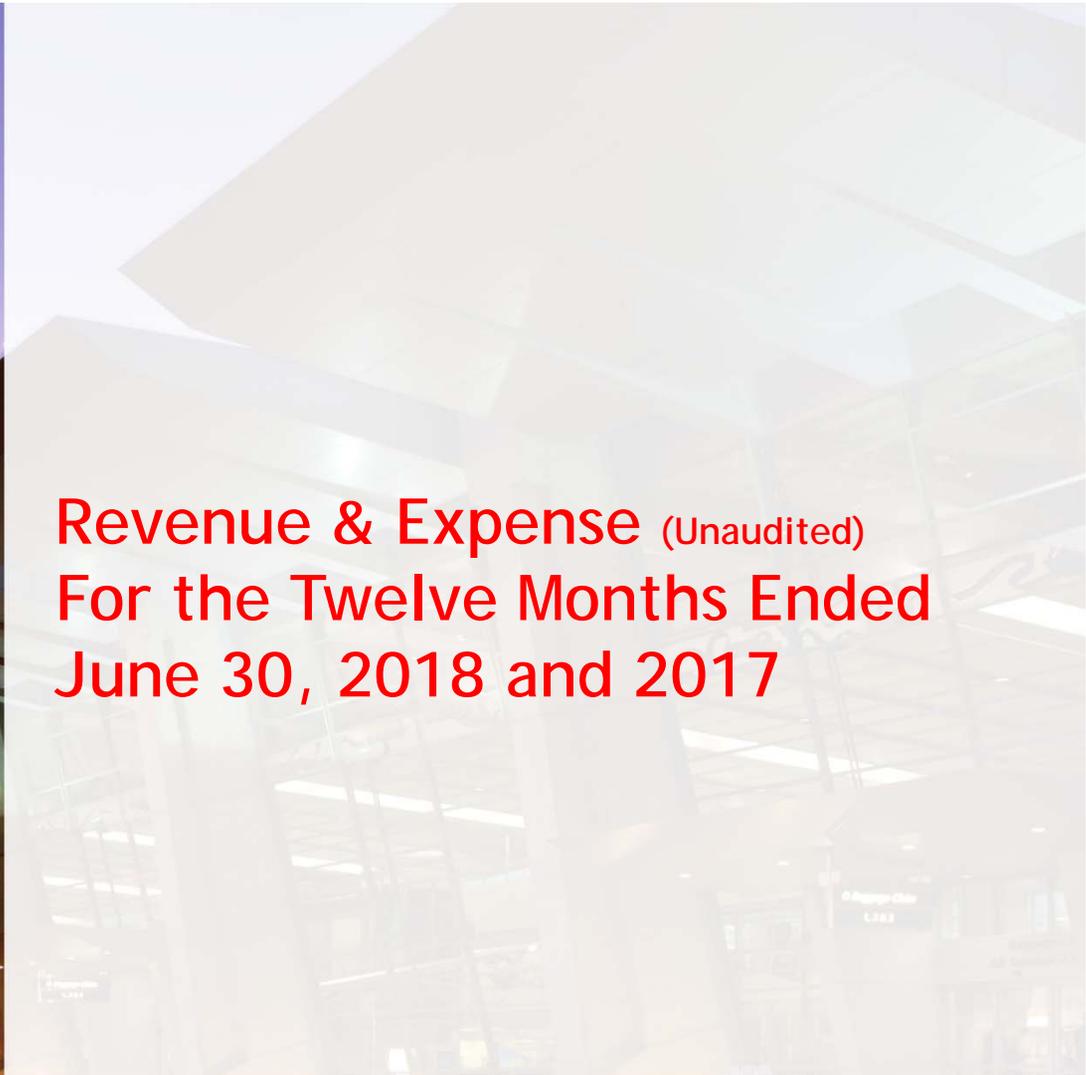


	8/22/17	8/22/18	Change
<b>3-Mo.</b>	1.00%	2.07%	1.07%
<b>6-Mo.</b>	1.13%	2.23%	1.10%
<b>1-Yr.</b>	1.23%	2.42%	1.19%
<b>2-Yr.</b>	1.32%	2.59%	1.27%
<b>3-Yr.</b>	1.47%	2.65%	1.18%
<b>5-Yr.</b>	1.78%	2.70%	0.92%
<b>10-Yr.</b>	2.21%	2.82%	0.61%
<b>30-Yr.</b>	2.79%	2.98%	0.19%

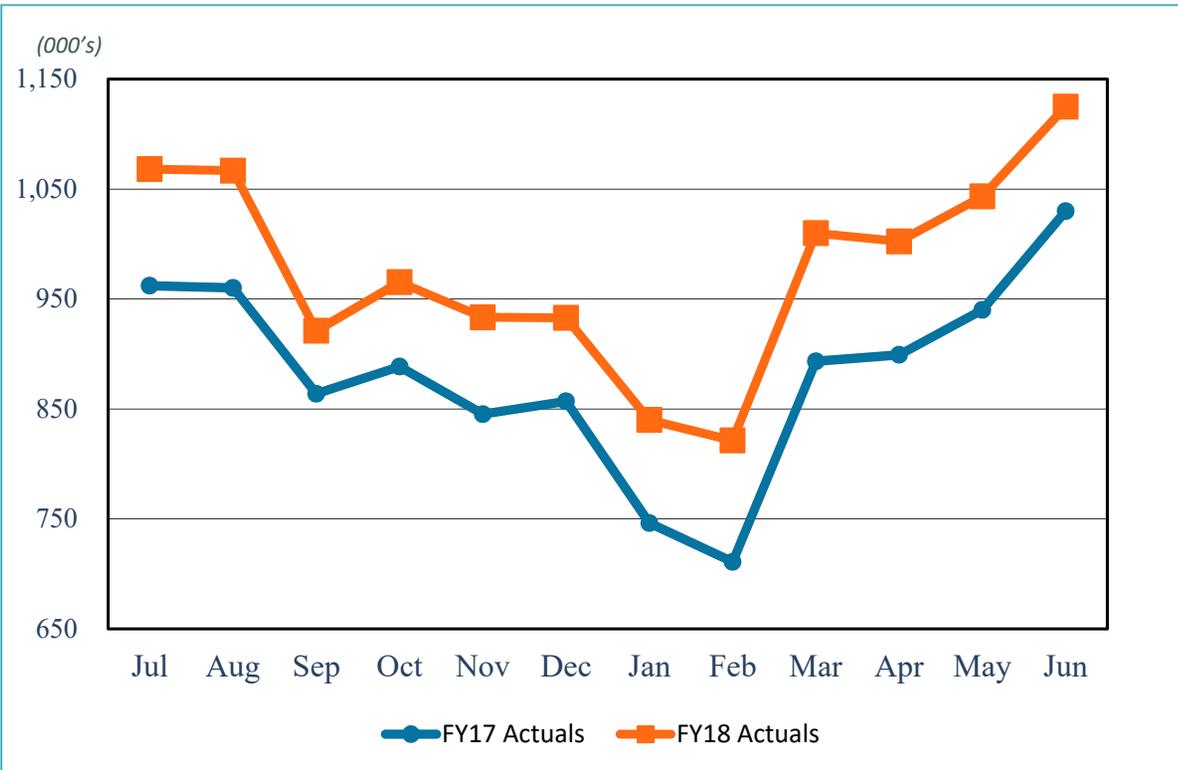
Source: Bloomberg.



**Revenue & Expense (Unaudited)  
For the Twelve Months Ended  
June 30, 2018 and 2017**

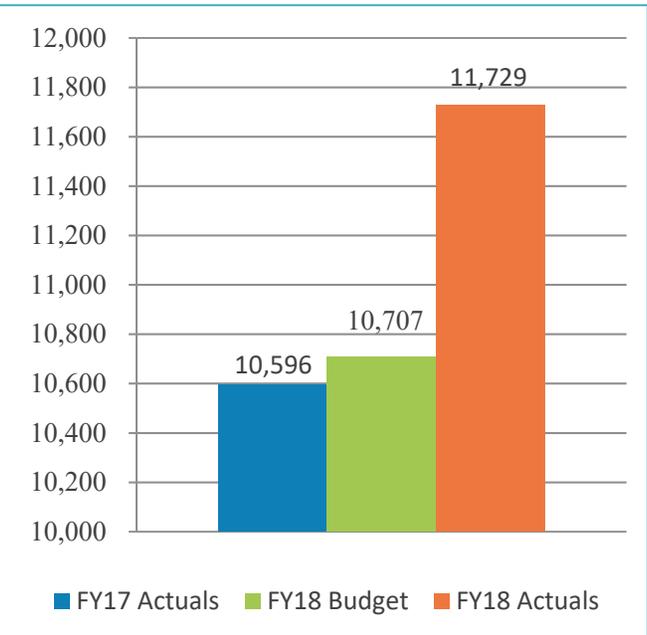


# Enplanements

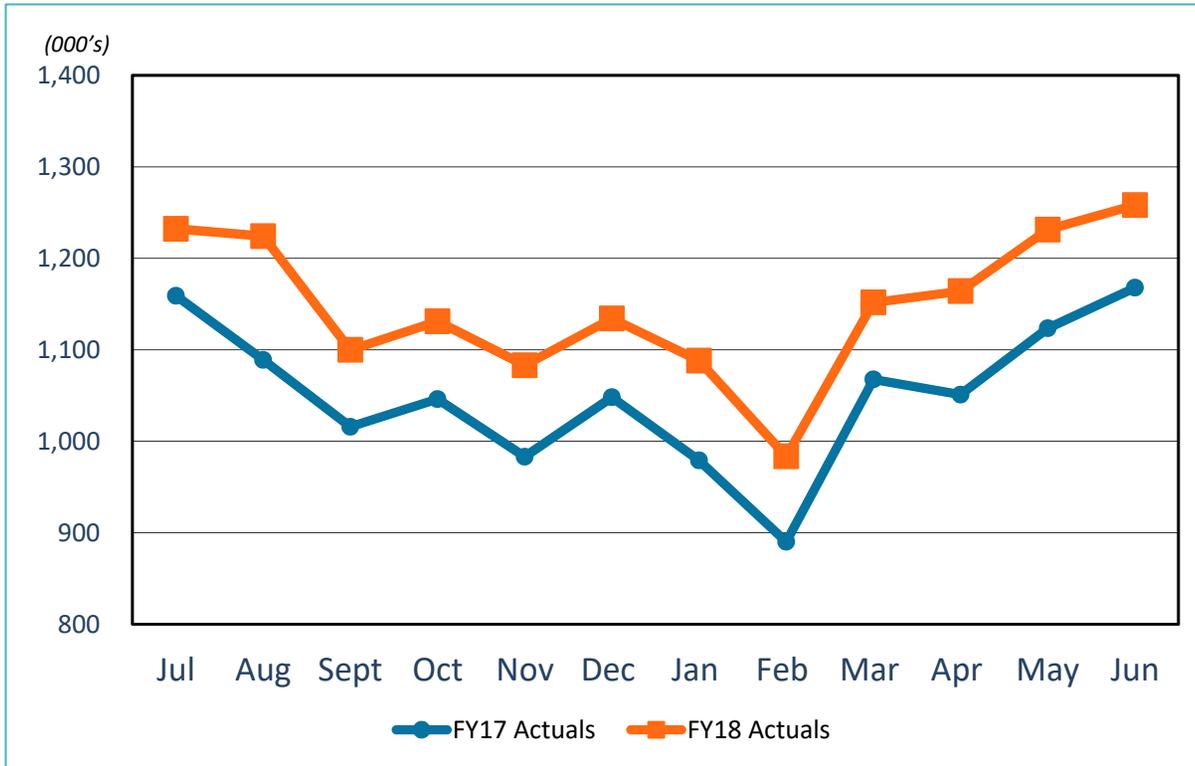


FY18 YTD Act Vs.  
FY17 YTD Act  
10.7%

FY18 YTD Act Vs.  
FY18 YTD Budget  
9.5%

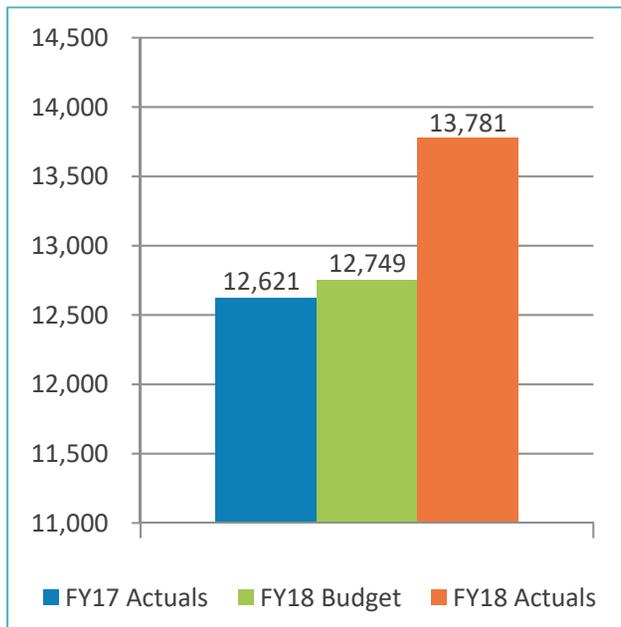


# Gross Landing Weight Units (000 lbs)



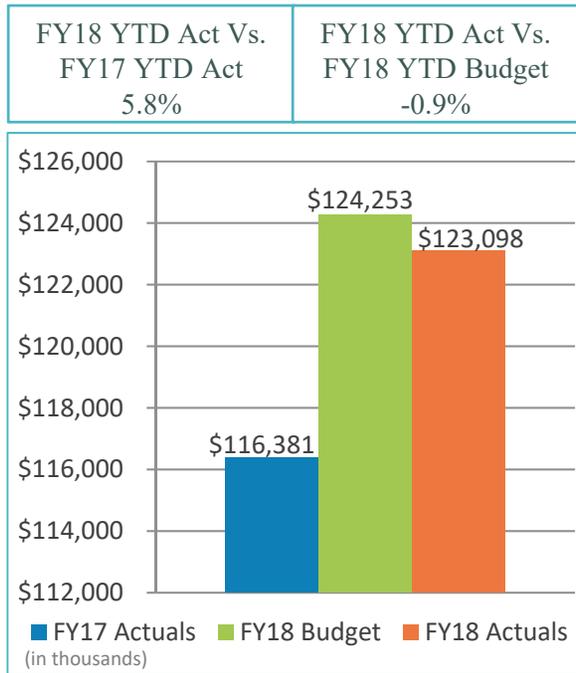
FY18 YTD Act Vs.  
FY17 YTD Act  
9.2%

FY18 YTD Act Vs.  
FY18 YTD Budget  
8.1%

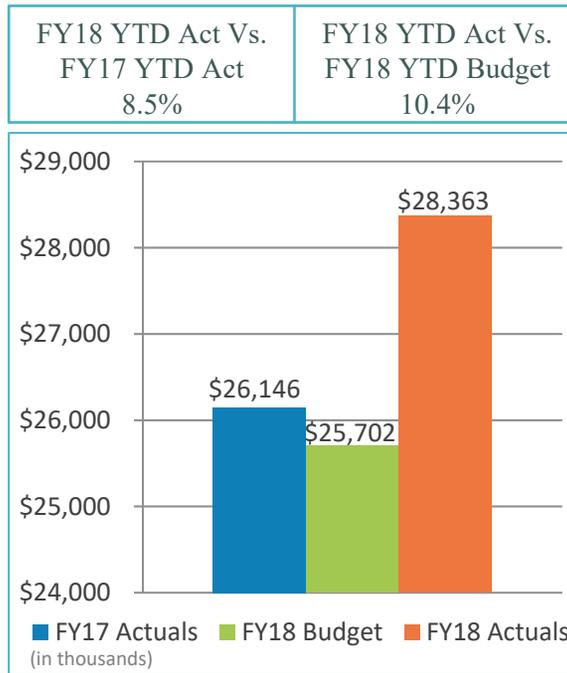


# Operating Revenue (Unaudited)

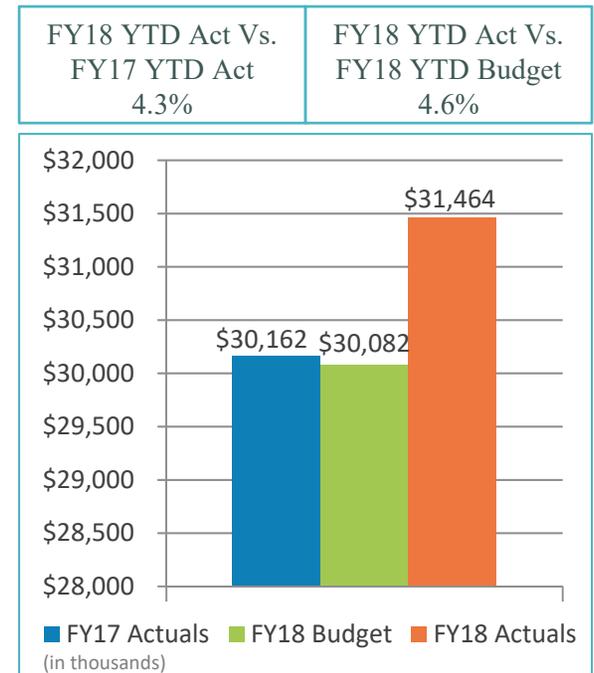
## Aviation



## Terminal Concessions

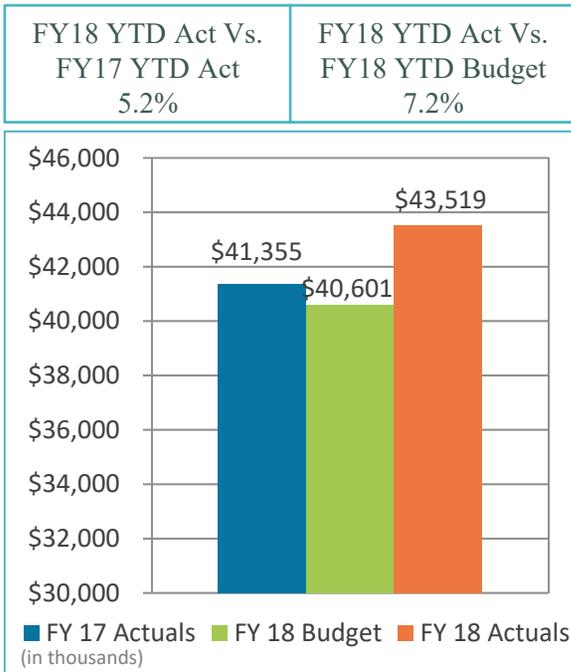


## Rental Car

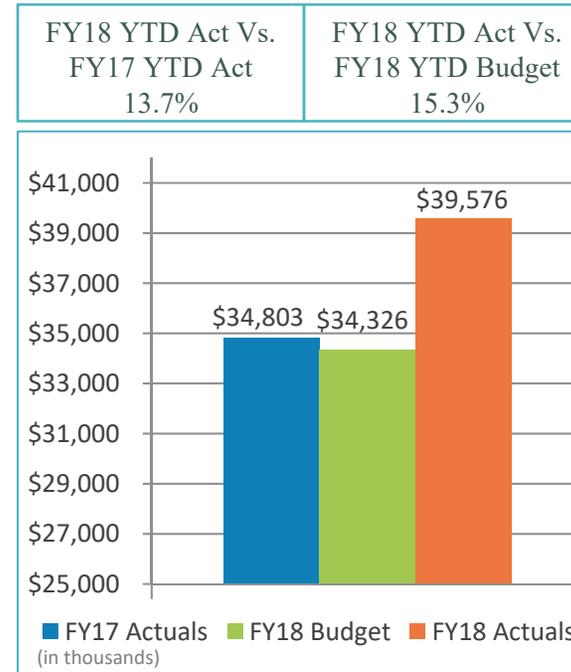


# Operating Revenue (Unaudited)

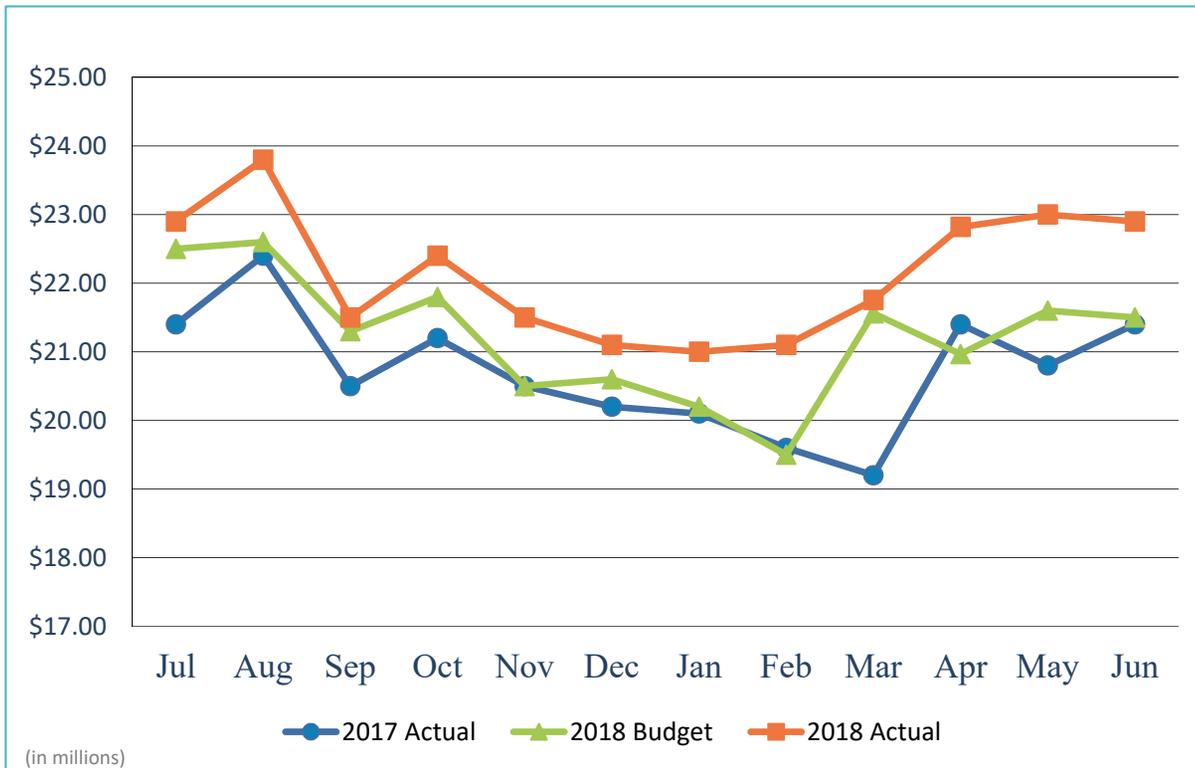
## Parking Revenue



## Other

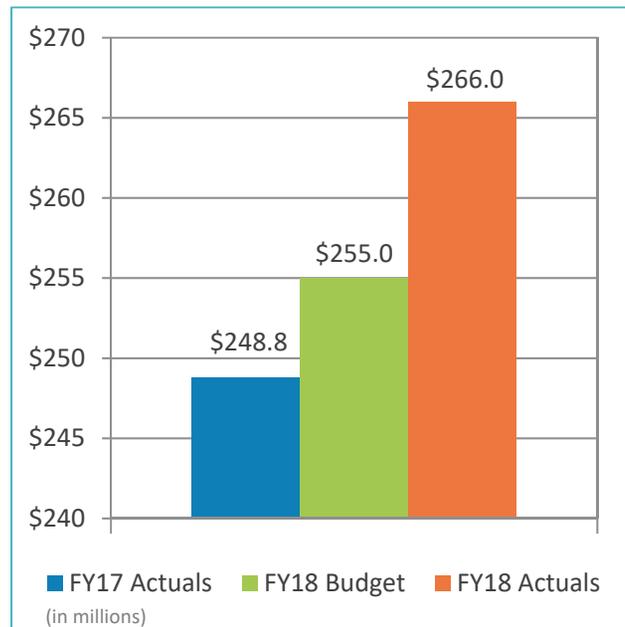


# Total Operating Revenue (Unaudited)



FY18 YTD Act Vs.  
FY17 YTD Act  
6.9%

FY18 YTD Act Vs.  
FY18 YTD Budget  
4.3%

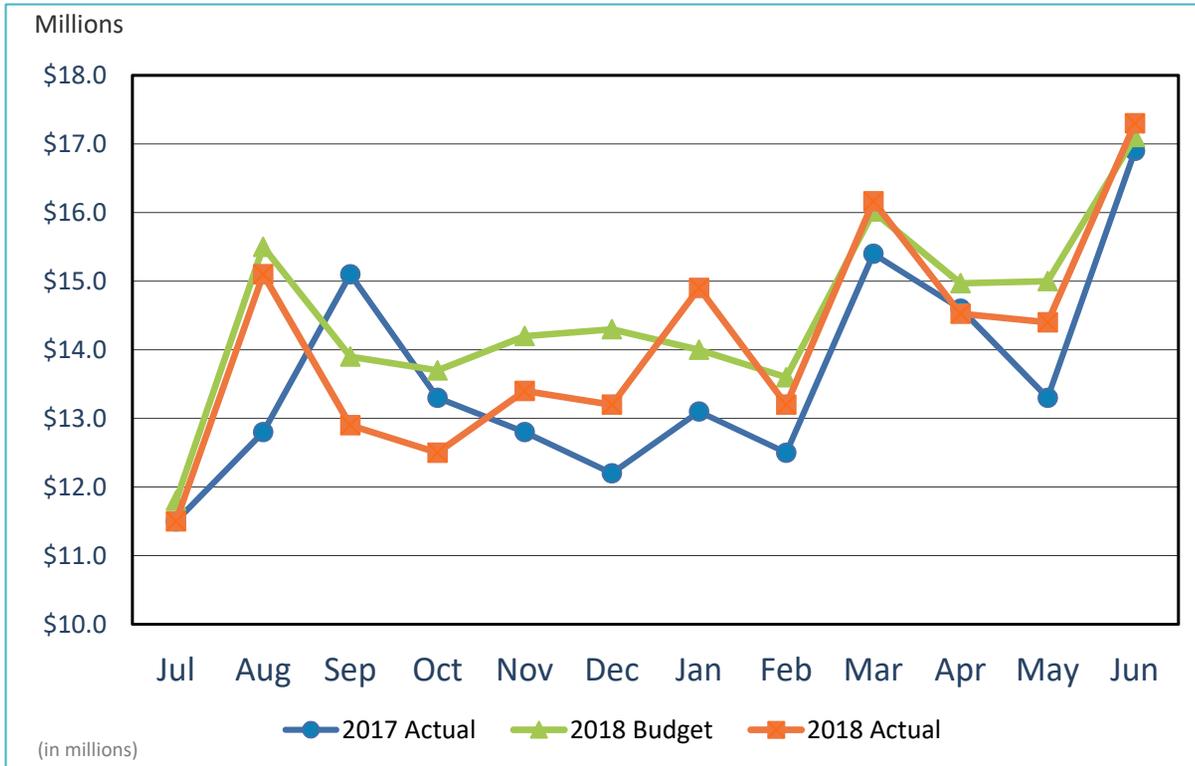


# Operating Revenues

## for the Twelve Months Ended June 30, 2018 (Unaudited)

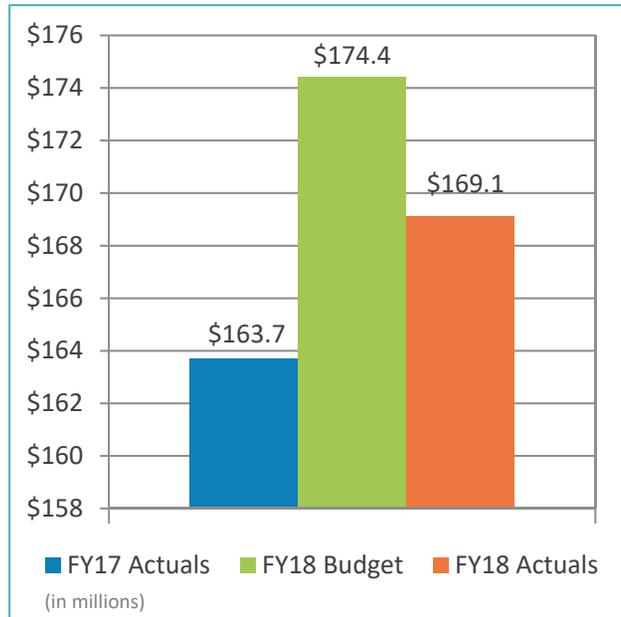
(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	%	Prior Year
Aviation	\$ 124,253	\$ 123,098	\$ (1,155)	(1)%	\$ 116,381
Terminal concessions	25,702	28,363	2,661	10%	26,146
Rental car	30,082	31,464	1,382	5%	30,162
Parking	40,601	43,519	2,918	7%	41,355
Other operating	34,326	39,576	5,250	15%	34,803
<b>Total operating revenues</b>	<b>\$ 254,964</b>	<b>\$ 266,020</b>	<b>\$ 11,056</b>	<b>4%</b>	<b>\$ 248,847</b>

# Total Operating Expenses (Unaudited)



FY18 YTD Act Vs.  
FY17 YTD Act  
-3.0%

FY18 YTD Act Vs.  
FY18 YTD Budget  
3.3%



# Operating Expenses

## for the Twelve Months Ended June 30, 2018 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
Salaries and benefits	\$ 47,920	\$ 47,866	\$ 54	-	\$ 46,874
Contractual services	46,994	45,286	1,708	4%	44,330
Safety and security	31,065	30,733	332	1%	28,422
Space rental	10,191	10,190	1	-	10,190
Utilities	12,250	12,510	(260)	(2)%	10,736
Maintenance	15,352	12,603	2,749	18%	14,270
Equipment and systems	368	598	(230)	(62)%	513
Materials and supplies	475	656	(181)	(38)%	611
Insurance	1,203	1,098	105	9%	956
Employee development and support	1,318	1,248	70	5%	1,353
Business development	3,745	3,246	499	13%	2,341
Equipment rental and repairs	3,526	3,124	402	11%	3,130
<b>Total operating expenses</b>	<b>\$ 174,407</b>	<b>\$ 169,158</b>	<b>\$ 5,249</b>	<b>3%</b>	<b>\$ 163,726</b>

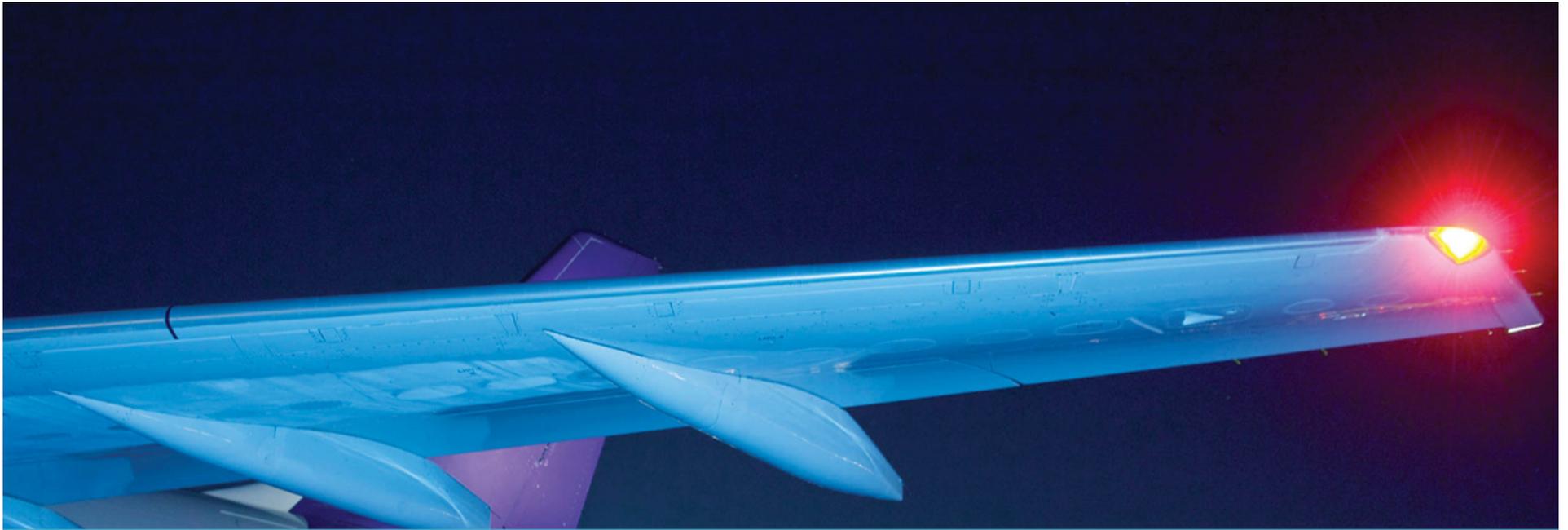
## Net Operating Income (Loss) Summary for the Twelve Months Ended June 30, 2018 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	%	Prior Year
				Change	
Total operating revenues	\$ 254,964	\$ 266,020	\$ 11,056	4%	\$ 248,847
Total operating expenses	174,407	169,158	5,249	3%	163,726
<b>Income from operations</b>	<u>80,557</u>	<u>96,862</u>	<u>16,305</u>	20%	<u>85,121</u>
Depreciation	105,532	105,532	-	-	95,229
<b>Operating income (loss)</b>	<u>\$ (24,975)</u>	<u>\$ (8,670)</u>	<u>\$ 16,305</u>	65%	<u>\$ (10,108)</u>

# Nonoperating Revenues & Expenses

## for the Twelve Months Ended June 30, 2018 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
Passenger facility charges	\$ 42,304	\$ 46,953	\$ 4,649	11%	\$ 42,200
Customer facility charges (Rental Car Center)	40,009	41,037	1,028	3%	36,528
Quieter Home Program , net	(3,648)	(2,861)	787	22%	(785)
Interest income	8,783	12,937	4,154	47%	8,134
Interest expense (net)	(73,571)	(64,482)	9,089	12%	(53,528)
Other nonoperating revenue (expense)	(10)	(13,229)	(13,219)	-	(17,121)
<b>Nonoperating revenue, net</b>	<b>13,867</b>	<b>20,355</b>	<b>6,488</b>	47%	<b>15,428</b>
<b>Change in net position before grant contributions</b>	<b>(11,108)</b>	<b>11,685</b>	<b>22,793</b>	205%	<b>5,320</b>
Capital grant contributions	11,700	13,079	1,379	12%	1,904
<b>Change in net position</b>	<b>\$ 592</b>	<b>24,764</b>	<b>\$ 24,172</b>	4084%	<b>\$ 7,224</b>
Change in net position adjustment for GASB 75 implementation		718			
<b>Adjusted change in net position</b>		<b>\$ 25,482</b>			



Statements of Net Position (Unaudited)  
June 30, 2018 and 2017

# Statements of Net Position (Unaudited)

## As of June 30, 2018 and 2017

(In Thousands)

	<u>2018</u>	<u>2017</u>
<b>Assets and Deferred Outflows of Resources</b>		
Current assets	\$ 94,413	\$ 101,217
Cash designated for capital projects and other	39,294	25,792
Restricted assets	535,597	350,633
Capital assets, net	1,703,405	1,544,909
Other assets	197,342	207,704
Deferred outflows of resources	24,196	20,246
<b>Total assets and deferred outflows of resources</b>	<b>\$ 2,594,247</b>	<b>\$ 2,250,501</b>

Statements of Net Position (Unaudited)  
 As of June 30, 2018 and 2017  
 (In Thousands)

	<u>2018</u>	<u>2017</u>
<b>Liabilities and Deferred Inflows of Resources</b>		
Current liabilities	\$ 83,688	\$ 60,089
Liabilities payable from restricted assets	62,351	44,334
Long term liabilities	1,635,326	1,361,090
Deferred inflows of resources	4,227	1,815
<b>Total liabilities and deferred inflows of resources</b>	<b>\$ 1,785,592</b>	<b>\$ 1,467,328</b>
<b>Total net position</b>	<b>\$ 808,655</b>	<b>\$ 783,173</b>



Questions?

## Board Communication

Date: September 13, 2018  
To: Board Members  
Via: Kimberly J. Becker, President/CEO  
From: Scott M. Brickner, Vice President, Finance & Asset  
Management/Treasurer  
Subject: Accept the Investment Report for the Year  
Ended July 31, 2018

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RECOMMENDATION: Accept the report.

Item 7



# Investment Report

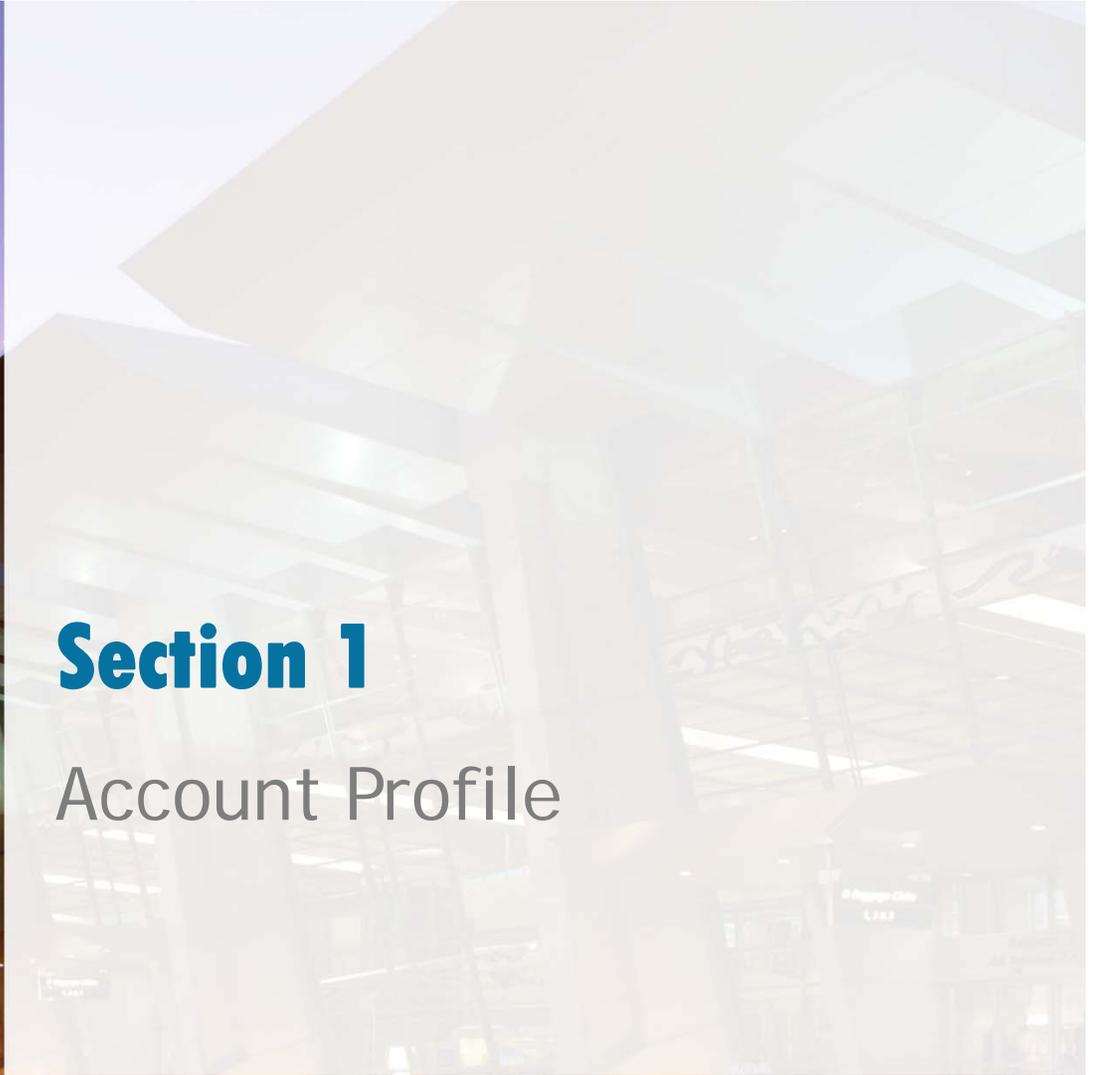
Period Ending  
July 31, 2018





# Section 1

## Account Profile



# Certification Page

This report is prepared for the San Diego County Regional Airport Authority (the "Authority") in accordance with California Government Code Section 53646, which states that "the treasurer or chief fiscal officer may render a quarterly report to the chief executive officer, the internal auditor, and the legislative body of the local agency within 30 days following the end of the quarter covered by the report."

The investment report was compiled in compliance with California Government Code 53646 and the Authority's approved Investment Policy. All investment transactions made in the Authority's portfolio during this period were made on behalf of the Authority. Sufficient liquidity and anticipated revenue are available to meet expenditure requirements for the next six months.



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Scott Brickner, C.P.A.  
V.P Finance & Asset Management/Treasurer  
San Diego County Regional Airport Authority

# Objectives

## Investment Objectives

The San Diego County Regional Airport Authority's investment objectives, in order of priority, are to provide safety to ensure the preservation of capital in the overall portfolio, provide sufficient liquidity for cash needs and a market rate of return consistent with the investment program. In order to achieve these objectives, the portfolio invests in high quality fixed income securities consistent with the investment policy and California Government Code.

# Portfolio Characteristics

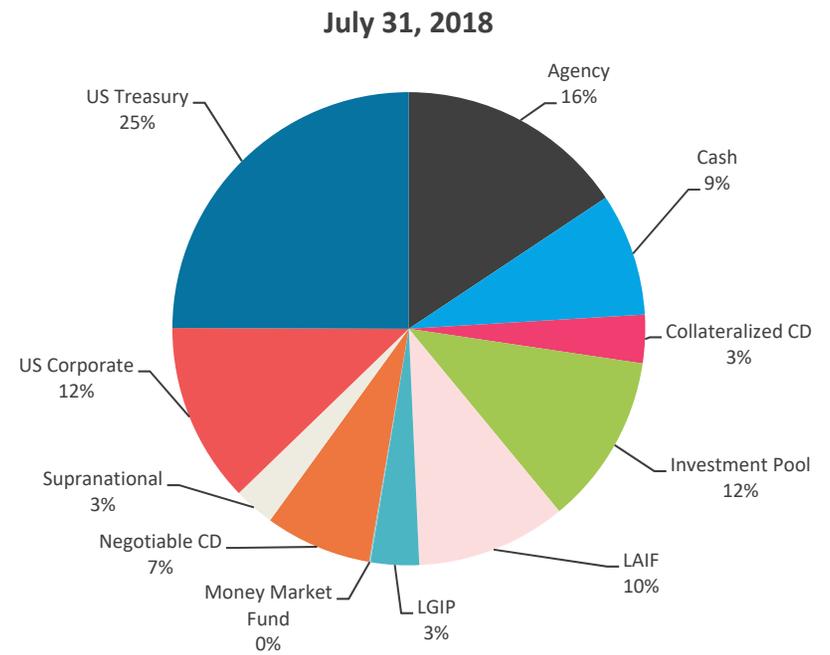
## SDCRAA Consolidated

	7/31/2018	6/30/2018	Change
	Portfolio	Portfolio	Portfolio
Average Maturity (yrs)	1.31	1.25	0.06
Average Purchase Yield	1.75%	1.69%	0.06%
Average Market Yield	2.31%	2.26%	0.05%
Average Quality*	AA/Aa1	AA/Aa1	AA/Aa1
Total Market Value	477,002,037	465,497,391	11,504,646

\*Portfolio is S&P and Moody's, respectively.

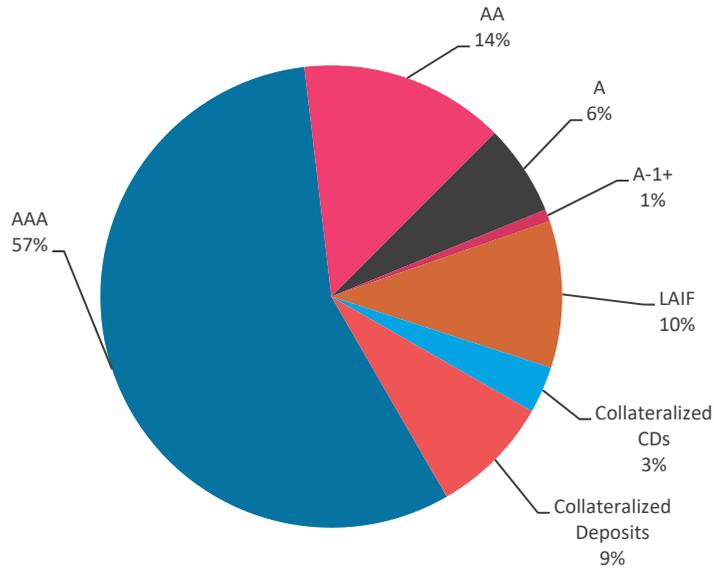
# Sector Distribution

	July 31, 2018		June 30, 2018	
	Total Market Value	% of Portfolio	Total Market Value	% of Portfolio
Agency	74,763,996	15.7%	67,542,974	14.5%
Cash	40,040,773	8.4%	38,865,470	8.4%
Collateralized CD	15,659,821	3.3%	15,640,045	3.4%
Investment Pool	55,634,005	11.7%	55,293,440	11.9%
LAIF	49,000,012	10.3%	48,901,521	10.5%
LGIP	15,551,216	3.3%	15,522,832	3.3%
Money Market Fund	396,486	0.1%	165,267	0.0%
Negotiable CD	34,791,783	7.3%	34,711,338	7.5%
Supranational	13,329,480	2.8%	13,385,851	2.9%
US Corporate	58,488,926	12.3%	50,801,320	10.9%
US Treasury	119,345,540	25.0%	124,451,610	26.7%
<b>TOTAL</b>	<b>477,002,037</b>	<b>100.0%</b>	<b>465,281,668</b>	<b>100.0%</b>



# Quality & Maturity Distribution

July 31, 2018

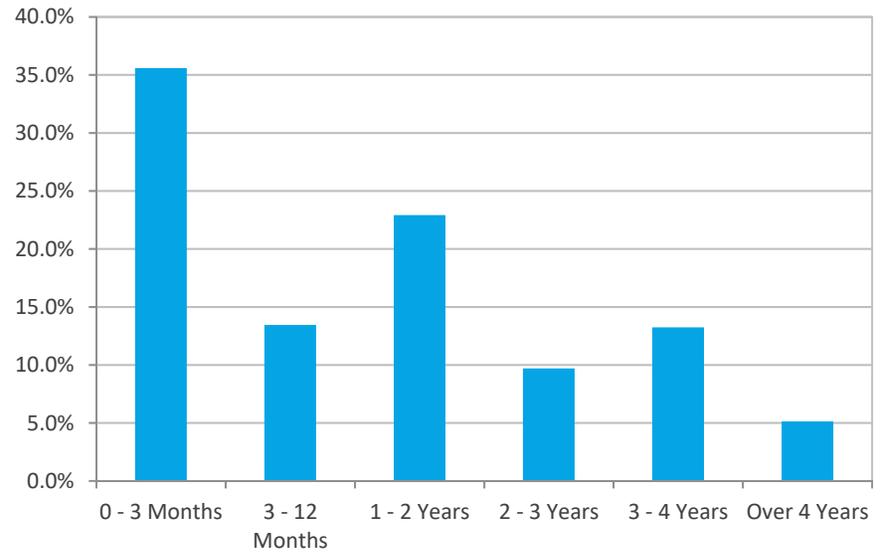


**Notes:**

Security ratings are based on the highest rating provided by Moody's, S&P and Fitch and is presented using the S&P ratings scale.

(1) Includes investments that have split ratings between S&P, Moody's and Fitch.

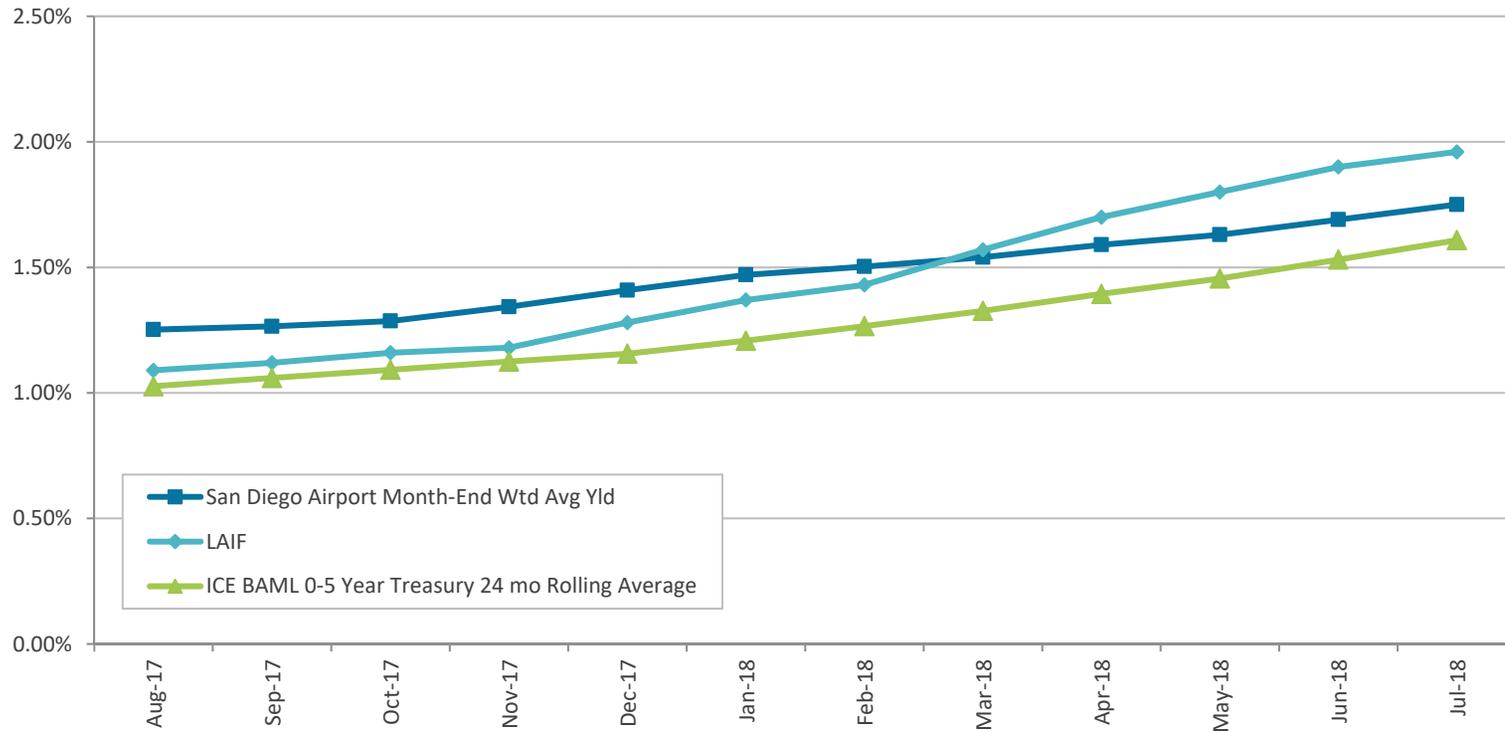
July 31, 2018



**Notes:**

(1) The 0-3 category includes investments held in LAIF, CalTrust, and the San Diego County Investment Pool.

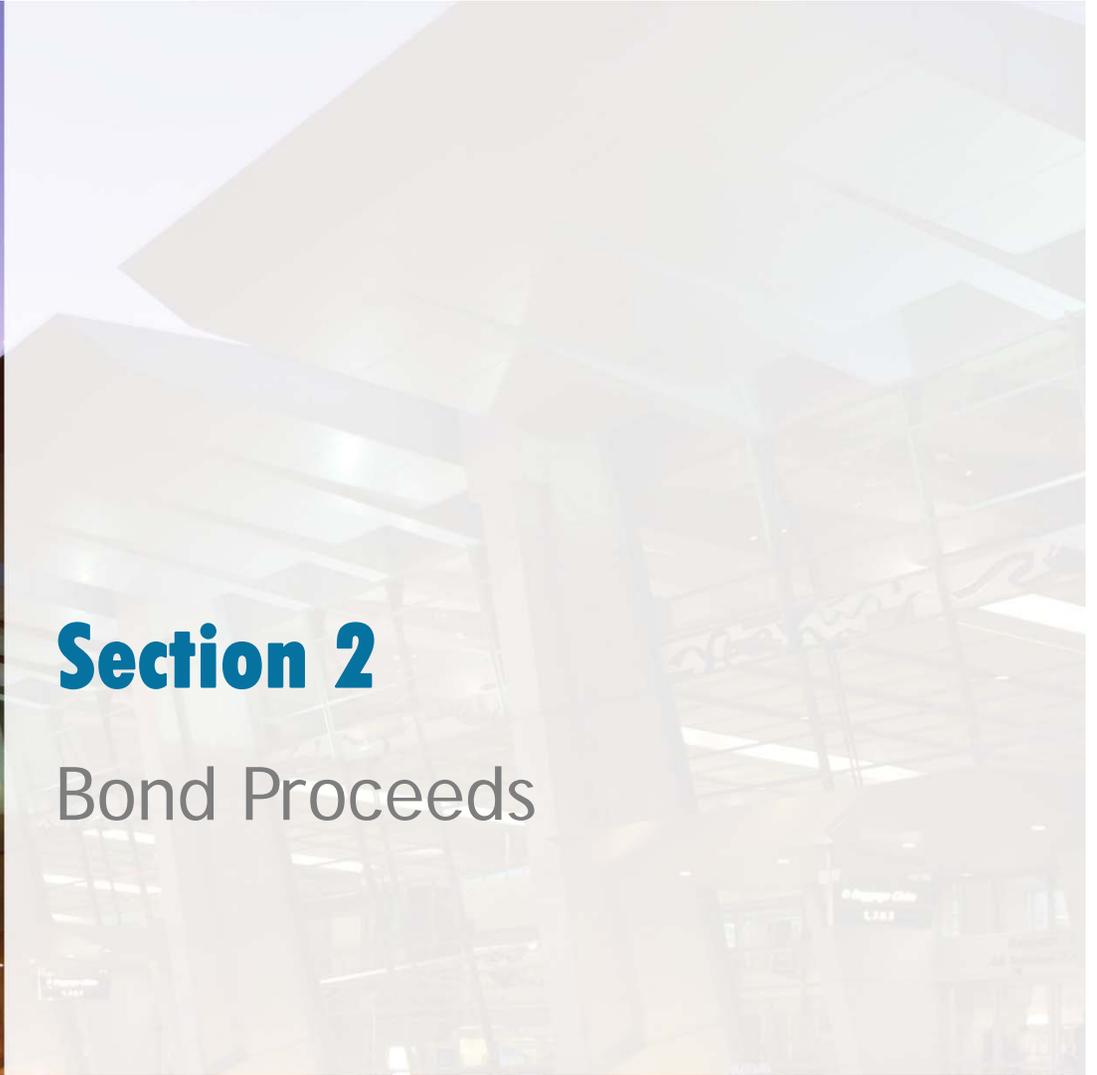
# Investment Performance





## Section 2

Bond Proceeds



# Bond Proceeds

## Summary of 2010, 2013, 2014 & 2017 Bond Proceeds <sup>(1)</sup>

As of July 31, 2018  
(in thousands)

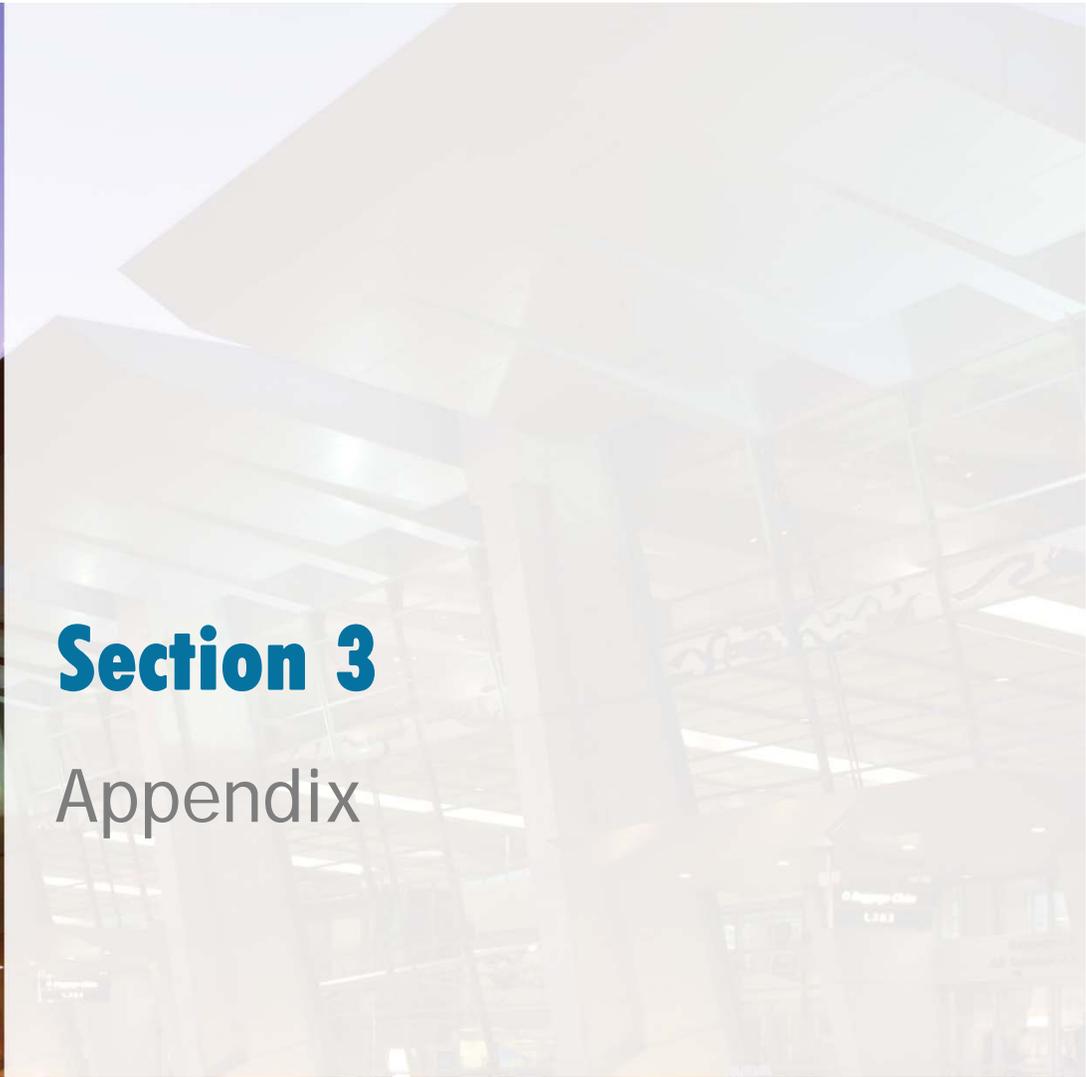
	2014 Special Facility Revenue Bond	2010, 2013 and 2017 General Airport Revenue Bonds	Total Bond Proceeds	Yield	Rating
<b>Project Fund</b>					
LAIF	-	37,378	37,378	1.96%	N/R
SDCIP	-	66,634	66,634	1.94%	AAAf
Money Market Fund	-	12,037	12,037	1.81%	AAAm
	-	116,048	116,048	1.93%	
<b>Capitalized Interest</b>					
SDCIP	-	443	443	1.94%	AAAf
	-	443	443	1.94%	
<b>Debt Service Reserve &amp; Coverage Funds</b>					
SDCIP	29,383	80,081	109,464	1.94%	AAAf
East West Bank CD	-	21,547	21,547	2.00%	N/R
Money Market Fund	-	13	13	1.73%	AAAm
	29,383	101,642	131,025	1.90%	
<b>TOTAL</b>	<b>29,383</b>	<b>218,133</b>	<b>247,516</b>	<b>1.94%</b>	

(1) Bond Proceeds are not included in deposit limits as applied to operating funds.  
SDCIP Yield as of 5/31/2018



# Section 3

## Appendix



# Compliance

July 31, 2018

This portfolio is a consolidation of assets managed by Chandler Asset Management and assets managed internally by SDCRAA. Chandler relies on SDCRAA to provide accurate information for reporting assets and producing this compliance statement.

Category	Standard	Comment
Treasury Issues	No Limit	Complies
Agency Issues	No Limit	Complies
Supranationals	"AA" rated or better by a Nationally Recognized Statistical Rating Organization ("NRSRO"); 30% maximum; 10% max per issuer; U.S. dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development ("IBRD"), the International Finance Corporation ("IFC") or the Inter-American Development Bank ("IADB")	Complies
Municipal Issues	"A" rated or better by a NRSRO; 20% maximum; 5% max per issuer	Complies
Banker's Acceptances	"A-1" rated or equivalent or highest category by a NRSRO; 40% maximum; 5% max per bank; 180 days max maturity	Complies
Commercial Paper	"A-1" rated or equivalent by a NRSRO; or "A" rated issuer or equivalent by a NRSRO, if any long-term debt; 25% maximum; 5% max per issuer (combined with any other securities from that issuer); 270 days max maturity; Entity organized and operating in the U.S. as a general corporation and has total assets >\$500 million; or Entity is organized within the U.S. as a special purpose corporation, trust, or limited liability company and has credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond.	Complies
Negotiable Certificates of Deposit ("NCD")	"A" rated issuer or better by a NRSRO; 30% maximum; 5% max per issuer (combined with any other securities from that issuer); Issued by nationally or state-chartered bank, a state or federal savings institution or by a federally licensed or state licensed branch of a foreign bank.	Complies
Time Deposits/Certificates of Deposit/ Bank Deposit	Bank Deposits, including, demand deposit accounts, savings accounts, market rate accounts, and time certificates of deposits ("TCD") in financial institutions located in California. 20% maximum; 5% max per TCD issuer in excess of FDIC limit (combined with other securities from that issuer); 3 years max maturity; Financial institutions with net worth of \$10 million and total assets of \$50 million; Deposits in each bank limited to 5% max of the total assets of bank; To be eligible to receive Authority deposits, financial institution must have received a minimum overall satisfactory rating, under the Community Reinvestment Act, for meeting the credit needs of California Communities; Bank Deposits are required to be collateralized as specified by Cal. Gov. Code §53630 et seq.; Collateralization may be waived for any portion that is covered by FDIC	Complies
Medium Term Notes	"A" rated or better by a NRSRO; 20% maximum; 5% max per issuer (combined with any other securities from that issuer); Issued by corporations organized and operating within the U.S. or by depository institutions licensed by the U.S.	Complies
Money Market Funds	Highest rating or "AAA" rated by two NRSROs; or SEC registered investment adviser with assets under management in excess of \$500 million and experience greater than 5 years; 20% maximum; 10% per fund; 5% max of total fund balance	Complies
Repurchase Agreements	"A" rated or better by a NRSRO; 1 year max maturity; U.S. Treasury or Federal Agency collateral only	Complies
Local Agency Investment Fund (LAIF)	Max program limit for LAIF; Pursuant to California Gov. Code Section 16429.1	Complies
San Diego County Investment Pool (SDCIP)	Max program limit for LAIF	Complies
Local Government Investment Pool (LGIP)	Max program limit for LAIF	Complies
Prohibited	Inverse floaters, Range notes, Interest-only strips from mortgaged backed securities; Common stocks; Zero interest accrual securities	Complies
Average Maturity	3 years	Complies
Maximum maturity	5 years	Complies

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2018

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>Agency</b>									
3135G0E58	FNMA Note 1.125% Due 10/19/2018	4,000,000.00	10/16/2015 0.94%	4,022,000.00	99.79 2.11%	3,991,452.00 12,750.00	0.84% (30,548.00)	Aaa / AA+ AAA	0.22 0.22
3137EADK2	FHLMC Note 1.250% Due 08/01/2019	5,000,000.00	07/08/2016 0.82%	5,064,250.00	98.81 2.46%	4,940,645.00 31,250.00	1.04% (123,605.00)	Aaa / AA+ AAA	1.00 0.98
3135G0N33	FNMA Note 0.875% Due 08/02/2019	7,800,000.00	08/02/2016 0.93%	7,786,896.00	98.43 2.47%	7,677,524.40 33,935.42	1.62% (109,371.60)	Aaa / AA+ AAA	1.01 0.98
3130A8Y72	FHLB Note 0.875% Due 08/05/2019	12,000,000.00	10/21/2016 1.03%	11,948,160.00	98.42 2.46%	11,810,760.00 51,333.33	2.49% (137,400.00)	Aaa / AA+ AAA	1.01 0.99
3135G0P49	FNMA Note 1.000% Due 08/28/2019	13,500,000.00	09/06/2016 1.06%	13,477,860.00	98.43 2.48%	13,288,374.00 56,625.00	2.80% (189,486.00)	Aaa / AA+ AAA	1.08 1.06
3130A9EP2	FHLB Note 1.000% Due 09/26/2019	10,000,000.00	10/07/2016 1.09%	9,972,700.00	98.23 2.57%	9,822,880.00 34,722.22	2.07% (149,820.00)	Aaa / AA+ AAA	1.16 1.13
3135G0T29	FNMA Note 1.500% Due 02/28/2020	13,035,000.00	02/28/2017 1.58%	13,003,050.30	98.22 2.66%	12,802,416.50 83,098.13	2.70% (200,633.80)	Aaa / AA+ AAA	1.58 1.53
313378J77	FHLB Note 1.875% Due 03/13/2020	3,000,000.00	05/16/2017 1.57%	3,025,080.00	98.72 2.69%	2,961,528.00 21,562.50	0.63% (63,552.00)	Aaa / AA+ NR	1.62 1.57
3130AEBM1	FHLB Note 2.750% Due 06/10/2022	7,150,000.00	Various 2.82%	7,131,662.00	99.29 2.95%	7,098,898.95 44,240.63	1.50% (32,763.05)	Aaa / AA+ NR	3.86 3.61
<b>Total Agency</b>		<b>75,485,000.00</b>	<b>1.30%</b>	<b>75,431,658.30</b>	<b>2.55%</b>	<b>74,394,478.85</b> <b>369,517.23</b>	<b>15.67%</b> <b>(1,037,179.45)</b>	<b>Aaa / AA+</b> <b>Aaa</b>	<b>1.39</b> <b>1.35</b>

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2018

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>Cash</b>									
PP2118V\$7	EastWest Bank Deposit Account	29,136,345.36	Various 1.21%	29,136,345.36	1.00 1.21%	29,136,345.36 0.00	6.11% 0.00	NR / NR NR	0.00 0.00
PP2118V\$8	EastWest Bank Deposit Account	105,659.97	Various 1.21%	105,659.97	1.00 1.21%	105,659.97 0.00	0.02% 0.00	NR / NR NR	0.00 0.00
PP2118V\$9	U.S. Bank Checking Account	10,744,383.02	Various 0.00%	10,744,383.02	1.00 0.00%	10,744,383.02 0.00	2.25% 0.00	NR / NR NR	0.00 0.00
PP2118\$00	U.S. Bank Checking Account	54,384.82	Various 0.00%	54,384.82	1.00 0.00%	54,384.82 0.00	0.01% 0.00	NR / NR NR	0.00 0.00
<b>Total Cash</b>		<b>40,040,773.17</b>	<b>0.88%</b>	<b>40,040,773.17</b>	<b>0.88%</b>	<b>40,040,773.17</b> <b>0.00</b>	<b>8.39%</b> <b>0.00</b>	<b>NR / NR</b> <b>NR</b>	<b>0.00</b> <b>0.00</b>
<b>Collateralized CD</b>									
PP2118V\$6	EastWest Bank Collateralized CD 1.300% Due 10/24/2018	5,110,409.56	Various 1.30%	5,110,409.56	100.00 1.30%	5,110,409.56 182.01	1.07% 0.00	NR / NR NR	0.23 0.23
PP2118V\$5	EastWest Bank Collateralized CD 1.550% Due 07/07/2019	10,548,781.20	Various 1.56%	10,548,781.20	100.00 1.56%	10,548,781.20 447.98	2.21% 0.00	NR / NR NR	0.93 0.92
<b>Total Collateralized CD</b>		<b>15,659,190.76</b>	<b>1.47%</b>	<b>15,659,190.76</b>	<b>1.47%</b>	<b>15,659,190.76</b> <b>629.99</b>	<b>3.28%</b> <b>0.00</b>	<b>NR / NR</b> <b>NR</b>	<b>0.71</b> <b>0.70</b>

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2018

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>Investment Pool</b>									
90SDCP\$00	County of San Diego Pooled Investment Pool	55,634,005.00	Various 1.94%	55,634,005.00	1.00 1.94%	55,634,005.00 0.00	11.66% 0.00	NR / NR AAA	0.00 0.00
<b>Total Investment Pool</b>		<b>55,634,005.00</b>	<b>1.94%</b>	<b>55,634,005.00</b>	<b>1.94%</b>	<b>55,634,005.00</b> <b>0.00</b>	<b>11.66%</b> <b>0.00</b>	<b>NR / NR</b> <b>Aaa</b>	<b>0.00</b> <b>0.00</b>
<b>LAIF</b>									
90LAIF\$00	Local Agency Investment Fund State Pool	48,919,472.30	Various 1.96%	48,919,472.30	1.00 1.96%	48,919,472.30 80,539.29	10.27% 0.00	NR / NR NR	0.00 0.00
<b>Total LAIF</b>		<b>48,919,472.30</b>	<b>1.96%</b>	<b>48,919,472.30</b>	<b>1.96%</b>	<b>48,919,472.30</b> <b>80,539.29</b>	<b>10.27%</b> <b>0.00</b>	<b>NR / NR</b> <b>NR</b>	<b>0.00</b> <b>0.00</b>
<b>Local Gov Investment Pool</b>									
09CATR\$04	CalTrust Short Term Fund	1,553,568.05	Various 2.09%	15,551,195.32	10.01 0.21%	15,551,216.19 0.00	3.26% 20.87	NR / AA NR	0.00 0.00
<b>Total Local Gov Investment Pool</b>		<b>1,553,568.05</b>	<b>2.09%</b>	<b>15,551,195.32</b>	<b>0.21%</b>	<b>15,551,216.19</b> <b>0.00</b>	<b>3.26%</b> <b>20.87</b>	<b>NR / AA</b> <b>NR</b>	<b>0.00</b> <b>0.00</b>
<b>Money Market Fund FI</b>									
262006307	Dreyfus Gov't Cash Management Money Market Fund	396,485.67	Various 1.55%	396,485.67	1.00 1.55%	396,485.67 0.00	0.08% 0.00	Aaa / AAA NR	0.00 0.00
<b>Total Money Market Fund FI</b>		<b>396,485.67</b>	<b>1.55%</b>	<b>396,485.67</b>	<b>1.55%</b>	<b>396,485.67</b> <b>0.00</b>	<b>0.08%</b> <b>0.00</b>	<b>Aaa / AAA</b> <b>NR</b>	<b>0.00</b> <b>0.00</b>

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2018

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>Negotiable CD</b>									
13606A5Z7	Canadian Imperial Bank Yankee CD 1.760% Due 11/30/2018	5,000,000.00	12/05/2016 1.80%	4,996,100.00	99.82 2.31%	4,990,785.00 14,911.11	1.05% (5,315.00)	A1 / A+ AA-	0.33 0.33
65558LWA6	Nordea Bank Finland Negotiable CD 1.760% Due 11/30/2018	4,000,000.00	12/05/2016 1.76%	4,000,000.00	99.92 2.00%	3,996,672.00 12,320.00	0.84% (3,328.00)	Aa3 / AA- AA-	0.33 0.34
06427KRC3	Bank of Montreal Yankee CD 1.880% Due 02/07/2019	5,000,000.00	02/09/2017 1.88%	5,000,000.00	99.90 2.07%	4,995,160.00 45,433.33	1.06% (4,840.00)	A1 / A+ AA-	0.52 0.51
90333VXB1	US Bank National Association Negotiable CD 2.050% Due 02/28/2019	4,000,000.00	03/14/2018 2.05%	4,000,000.00	99.75 2.46%	3,990,040.00 31,888.89	0.84% (9,960.00)	P-1 / A-1+ F-1+	0.58 0.58
06417GUE6	Bank of Nova Scotia Yankee CD 1.910% Due 04/05/2019	4,000,000.00	04/06/2017 1.91%	4,000,000.00	99.57 2.53%	3,982,972.00 25,042.22	0.84% (17,028.00)	Aa2 / A+ NR	0.68 0.68
86563YVNO	Sumitomo Mitsui Bank NY Yankee CD 2.050% Due 05/03/2019	3,000,000.00	05/04/2017 2.05%	3,000,000.00	99.71 2.43%	2,991,243.00 15,375.00	0.63% (8,757.00)	A1 / A A	0.76 0.75
83050FXT3	Skandinav Enskilda BK NY Yankee CD 1.840% Due 08/02/2019	5,750,000.00	08/04/2017 1.86%	5,747,757.50	99.23 2.61%	5,705,523.75 52,900.00	1.21% (42,233.75)	Aa3 / A+ AA-	1.01 0.99
87019U6D6	Swedbank Inc Negotiable CD 2.270% Due 11/16/2020	4,000,000.00	11/17/2017 2.27%	4,000,000.00	98.05 3.14%	3,922,096.00 19,421.11	0.83% (77,904.00)	Aa3 / AA- AA-	2.30 2.24
<b>Total Negotiable CD</b>		<b>34,750,000.00</b>	<b>1.93%</b>	<b>34,743,857.50</b>	<b>2.44%</b>	<b>34,574,491.75</b> <b>217,291.66</b>	<b>7.29%</b> <b>(169,365.75)</b>	<b>Aa3 / AA-</b> <b>AA-</b>	<b>0.80</b> <b>0.79</b>
<b>Supranational</b>									
458182DX7	IADB Note 1.000% Due 05/13/2019	3,000,000.00	04/21/2016 1.10%	2,991,420.00	98.76 2.60%	2,962,932.00 6,500.00	0.62% (28,488.00)	Aaa / AAA AAA	0.78 0.77

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2018

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
459058FZ1	Intl. Bank Recon & Development Note 1.875% Due 04/21/2020	3,000,000.00	04/28/2017 1.64%	3,020,550.00	98.54 2.75%	2,956,290.00 15,625.00	0.62% (64,260.00)	Aaa / AAA AAA	1.73 1.67
45950KCM0	International Finance Corp Note 2.250% Due 01/25/2021	2,125,000.00	02/13/2018 2.43%	2,113,992.50	98.55 2.86%	2,094,221.50 796.88	0.44% (19,771.00)	Aaa / AAA NR	2.49 2.39
4581X0CV8	Inter-American Dev Bank Note 1.250% Due 09/14/2021	2,500,000.00	04/03/2018 2.66%	2,385,100.00	95.01 2.94%	2,375,197.50 11,892.36	0.50% (9,902.50)	Aaa / NR NR	3.13 3.01
459058FY4	Intl. Bank Recon & Development Note 2.000% Due 01/26/2022	3,000,000.00	03/16/2018 2.73%	2,920,650.00	96.84 2.96%	2,905,191.00 833.33	0.61% (15,459.00)	Aaa / NR AAA	3.49 3.33
<b>Total Supranational</b>		<b>13,625,000.00</b>	<b>2.06%</b>	<b>13,431,712.50</b>	<b>2.81%</b>	<b>13,293,832.00</b> <b>35,647.57</b>	<b>2.79%</b> <b>(137,880.50)</b>	<b>Aaa / AAA</b> <b>Aaa</b>	<b>2.27</b> <b>2.19</b>
<b>US Corporate</b>									
94974BFQ8	Wells Fargo Corp Note 2.150% Due 01/15/2019	4,600,000.00	06/06/2016 1.59%	4,665,642.00	99.81 2.58%	4,591,131.20 4,395.56	0.96% (74,510.80)	A2 / A- A+	0.46 0.45
17275RBB7	Cisco Systems Note 1.600% Due 02/28/2019	3,000,000.00	02/29/2016 1.49%	3,009,900.00	99.51 2.46%	2,985,324.00 20,400.00	0.63% (24,576.00)	A1 / AA- NR	0.58 0.57
459200JE2	IBM Corp Note 1.800% Due 05/17/2019	3,000,000.00	02/24/2016 1.76%	3,003,570.00	99.38 2.59%	2,981,442.00 11,100.00	0.63% (22,128.00)	A1 / A+ A+	0.79 0.78
89236TDE2	Toyota Motor Credit Corp Note 1.400% Due 05/20/2019	1,500,000.00	10/14/2016 1.44%	1,498,590.00	98.95 2.73%	1,484,284.50 4,141.67	0.31% (14,305.50)	Aa3 / AA- A	0.80 0.79
02665WBE0	American Honda Finance Note 1.200% Due 07/12/2019	2,495,000.00	10/14/2016 1.48%	2,476,062.95	98.67 2.64%	2,461,711.71 1,580.17	0.52% (14,351.24)	A2 / A+ NR	0.95 0.93
89236TBP9	Toyota Motor Credit Corp Note 2.125% Due 07/18/2019	1,000,000.00	10/14/2016 1.50%	1,016,700.00	99.46 2.70%	994,593.00 767.36	0.21% (22,107.00)	Aa3 / AA- A	0.96 0.95

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2018

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
06406HCW7	Bank of New York Callable Note Cont 8/11/2019 2.300% Due 09/11/2019	2,000,000.00	12/12/2016 1.88%	2,022,140.00	99.44 2.82%	1,988,726.00 17,888.89	0.42% (33,414.00)	A1 / A AA-	1.12 1.08
46625HKA7	JP Morgan Chase Callable Note Cont 12/23/2019 2.250% Due 01/23/2020	3,500,000.00	05/15/2017 2.15%	3,509,345.00	98.92 3.00%	3,462,336.50 1,750.00	0.73% (47,008.50)	A3 / A- AA-	1.48 1.44
166764BP4	Chevron Corp Note 1.991% Due 03/03/2020	3,500,000.00	05/15/2017 1.89%	3,509,660.00	98.75 2.80%	3,456,236.00 28,648.28	0.73% (53,424.00)	Aa2 / AA- NR	1.59 1.54
30231GAG7	Exxon Mobil Corp Callable Note Cont 2/6/2020 1.912% Due 03/06/2020	3,000,000.00	07/28/2017 1.76%	3,011,430.00	98.65 2.78%	2,959,386.00 23,103.33	0.63% (52,044.00)	Aaa / AA+ NR	1.60 1.55
69371RN93	Paccar Financial Corp Note 2.800% Due 03/01/2021	1,000,000.00	04/03/2018 2.90%	997,270.00	98.98 3.21%	989,794.00 11,977.78	0.21% (7,476.00)	A1 / A+ NR	2.59 2.44
911312BP0	UPS Note 2.050% Due 04/01/2021	2,280,000.00	11/14/2017 2.10%	2,276,397.60	97.39 3.08%	2,220,437.28 15,580.00	0.47% (55,960.32)	A1 / A+ NR	2.67 2.55
369550BE7	General Dynamics Corp Note 3.000% Due 05/11/2021	3,000,000.00	06/11/2018 3.14%	2,988,090.00	99.57 3.16%	2,987,010.00 20,000.00	0.63% (1,080.00)	A2 / A+ NR	2.78 2.63
02665WBF7	American Honda Finance Note 1.650% Due 07/12/2021	2,000,000.00	07/02/2018 3.13%	1,915,520.00	95.49 3.27%	1,909,856.00 1,741.67	0.40% (5,664.00)	A2 / A+ NR	2.95 2.84
594918BP8	Microsoft Callable Note Cont 7/8/21 1.550% Due 08/08/2021	3,000,000.00	09/15/2017 1.96%	2,954,280.00	96.03 2.93%	2,880,888.00 22,345.83	0.61% (73,392.00)	Aaa / AAA AA+	3.02 2.90
74005PAZ7	Praxair Note 3.000% Due 09/01/2021	1,800,000.00	04/03/2018 2.96%	1,802,340.00	99.56 3.15%	1,792,040.40 22,500.00	0.38% (10,299.60)	A2 / A NR	3.09 2.89
69353REY0	PNC Bank Callable Note Cont 11/09/2021 2.550% Due 12/09/2021	2,000,000.00	07/13/2018 3.28%	1,953,160.00	97.45 3.36%	1,948,930.00 7,366.67	0.41% (4,230.00)	A2 / A A+	3.36 3.17
037833AY6	Apple Inc Note 2.150% Due 02/09/2022	4,000,000.00	09/15/2017 2.10%	4,008,680.00	97.00 3.06%	3,879,816.00 41,088.89	0.82% (128,864.00)	Aa1 / AA+ NR	3.53 3.32

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2018

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
74005PBA1	Praxair Callable Note Cont 11/15/2021 2.450% Due 02/15/2022	1,000,000.00	06/11/2018 3.18%	974,800.00	97.58 3.18%	975,773.00 11,297.22	0.21% 973.00	A2 / A NR	3.55 3.32
69353RFB9	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 02/17/2022	2,000,000.00	06/11/2018 3.35%	1,950,240.00	97.31 3.44%	1,946,178.00 23,916.67	0.41% (4,062.00)	A2 / A A+	3.55 3.31
68389XBBO	Oracle Corp Callable Note Cont 3/15/2022 2.500% Due 05/15/2022	3,000,000.00	07/02/2018 3.24%	2,920,290.00	97.62 3.17%	2,928,453.00 15,833.33	0.62% 8,163.00	A1 / AA- A+	3.79 3.56
24422EUA5	John Deere Capital Corp Note 2.700% Due 01/06/2023	2,500,000.00	03/16/2018 3.20%	2,445,325.00	97.15 3.40%	2,428,665.00 4,687.50	0.51% (16,660.00)	A2 / A A	4.44 4.12
89236TEL5	Toyota Motor Credit Corp Note 2.700% Due 01/11/2023	2,000,000.00	07/13/2018 3.34%	1,946,860.00	97.12 3.40%	1,942,380.00 3,000.00	0.41% (4,480.00)	Aa3 / AA- A	4.45 4.14
084670BR8	Berkshire Hathaway Callable Note Cont 1/15/2023 2.750% Due 03/15/2023	2,000,000.00	07/13/2018 3.20%	1,961,020.00	97.88 3.24%	1,957,646.00 20,777.78	0.41% (3,374.00)	Aa2 / AA A+	4.62 4.25
<b>Total US Corporate</b>		<b>59,175,000.00</b>	<b>2.33%</b>	<b>58,817,312.55</b>	<b>2.97%</b>	<b>58,153,037.59</b> <b>335,888.60</b>	<b>12.26%</b> <b>(664,274.96)</b>	<b>A1 / A+</b> <b>A+</b>	<b>2.33</b> <b>2.20</b>
<b>US Treasury</b>									
912828WD8	US Treasury Note 1.250% Due 10/31/2018	9,950,000.00	05/06/2016 0.90%	10,034,779.00	99.80 2.03%	9,930,498.00 31,431.73	2.09% (104,281.00)	Aaa / AA+ AAA	0.25 0.25
912828G61	US Treasury Note 1.500% Due 11/30/2019	13,400,000.00	12/05/2016 1.46%	13,416,750.00	98.62 2.56%	13,214,704.80 34,049.18	2.78% (202,045.20)	Aaa / AA+ AAA	1.33 1.31
912828H52	US Treasury Note 1.250% Due 01/31/2020	7,000,000.00	01/09/2017 1.53%	6,940,820.31	98.04 2.59%	6,862,464.00 237.77	1.44% (78,356.31)	Aaa / AA+ AAA	1.50 1.47
912828XE5	US Treasury Note 1.500% Due 05/31/2020	5,000,000.00	05/11/2017 1.58%	4,987,695.31	97.94 2.66%	4,896,875.00 12,704.92	1.03% (90,820.31)	Aaa / AA+ AAA	1.84 1.79
912828XM7	US Treasury Note 1.625% Due 07/31/2020	5,400,000.00	07/28/2017 1.56%	5,410,968.75	97.96 2.68%	5,289,678.00 238.45	1.11% (121,290.75)	Aaa / AA+ AAA	2.00 1.95

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2018

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
9128283G3	US Treasury Note 1.750% Due 11/15/2020	7,700,000.00	11/20/2017 1.83%	7,683,156.25	97.86 2.72%	7,534,873.50 28,561.14	1.59% (148,282.75)	Aaa / AA+ AAA	2.30 2.22
912828P87	US Treasury Note 1.125% Due 02/28/2021	8,500,000.00	10/13/2017 1.73%	8,331,992.19	95.98 2.75%	8,158,674.00 40,016.98	1.72% (173,318.19)	Aaa / AA+ AAA	2.58 2.51
912828Q37	US Treasury Note 1.250% Due 03/31/2021	3,500,000.00	10/25/2017 1.84%	3,431,230.47	96.17 2.75%	3,365,880.00 14,702.87	0.71% (65,350.47)	Aaa / AA+ AAA	2.67 2.58
912828WG1	US Treasury Note 2.250% Due 04/30/2021	7,700,000.00	11/20/2017 1.90%	7,789,632.81	98.67 2.75%	7,597,736.30 43,783.29	1.60% (191,896.51)	Aaa / AA+ AAA	2.75 2.63
912828D72	US Treasury Note 2.000% Due 08/31/2021	8,500,000.00	10/13/2017 1.81%	8,560,761.72	97.71 2.78%	8,305,426.50 71,141.30	1.76% (255,335.22)	Aaa / AA+ AAA	3.09 2.94
912828T67	US Treasury Note 1.250% Due 10/31/2021	7,700,000.00	11/20/2017 1.96%	7,492,761.72	95.25 2.79%	7,333,949.70 24,324.05	1.54% (158,812.02)	Aaa / AA+ AAA	3.25 3.14
912828WZ9	US Treasury Note 1.750% Due 04/30/2022	2,750,000.00	11/17/2017 2.00%	2,720,781.25	96.25 2.81%	2,646,767.75 12,228.48	0.56% (74,013.50)	Aaa / AA+ AAA	3.75 3.58
912828SV3	US Treasury Note 1.750% Due 05/15/2022	8,200,000.00	12/05/2017 2.09%	8,080,843.75	96.20 2.81%	7,888,654.20 30,415.76	1.66% (192,189.55)	Aaa / AA+ AAA	3.79 3.62
912828XW5	US Treasury Note 1.750% Due 06/30/2022	8,200,000.00	12/05/2017 2.13%	8,063,546.88	96.06 2.82%	7,876,805.20 12,478.26	1.65% (186,741.68)	Aaa / AA+ AAA	3.92 3.74
912828L24	US Treasury Note 1.875% Due 08/31/2022	8,200,000.00	12/05/2017 2.14%	8,101,984.38	96.36 2.82%	7,901,470.80 64,341.03	1.67% (200,513.58)	Aaa / AA+ AAA	4.09 3.86

# Holdings Report

SDCRAA Consolidated - Account #10566

For the Month Ending July 31, 2018

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
912828L57	US Treasury Note 1.750% Due 09/30/2022	10,500,000.00	01/19/2018 2.39%	10,204,277.34	95.80 2.83%	10,058,674.50 61,752.05	2.12% (145,602.84)	Aaa / AA+ AAA	4.17 3.95
<b>Total US Treasury</b>		<b>122,200,000.00</b>	<b>1.79%</b>	<b>121,251,982.13</b>	<b>2.68%</b>	<b>118,863,132.25</b> <b>482,407.26</b>	<b>25.02%</b> <b>(2,388,849.88)</b>	<b>Aaa / AA+</b> <b>Aaa</b>	<b>2.63</b> <b>2.52</b>
<b>TOTAL PORTFOLIO</b>		<b>467,438,494.95</b>	<b>1.75%</b>	<b>479,877,645.20</b>	<b>2.31%</b>	<b>475,480,115.53</b> <b>1,521,921.60</b>	<b>100.00%</b> <b>(4,397,529.67)</b>	<b>Aa1 / AA</b> <b>Aaa</b>	<b>1.31</b> <b>1.25</b>
<b>TOTAL MARKET VALUE PLUS ACCRUALS</b>						<b>477,002,037.13</b>			

# Transaction Ledger

SDCRAA Consolidated - Account #10566

July 1, 2018 through July 31, 2018

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	07/05/2018	02665WBF7	2,000,000.00	American Honda Finance Note 1.65% Due: 07/12/2021	95.776	3.13%	1,915,520.00	15,858.33	1,931,378.33	0.00
Purchase	07/05/2018	68389XB80	3,000,000.00	Oracle Corp Callable Note Cont 3/15/2022 2.5% Due: 05/15/2022	97.343	3.24%	2,920,290.00	10,416.67	2,930,706.67	0.00
Purchase	07/06/2018	3130AEBM1	3,150,000.00	FHLB Note 2.75% Due: 06/10/2022	99.748	2.82%	3,142,062.00	13,475.00	3,155,537.00	0.00
Purchase	07/16/2018	3130AEBM1	4,000,000.00	FHLB Note 2.75% Due: 06/10/2022	99.740	2.82%	3,989,600.00	20,166.67	4,009,766.67	0.00
Purchase	07/17/2018	084670BR8	2,000,000.00	Berkshire Hathaway Callable Note Cont 1/15/2023 2.75% Due: 03/15/2023	98.051	3.20%	1,961,020.00	18,638.89	1,979,658.89	0.00
Purchase	07/17/2018	69353REY0	2,000,000.00	PNC Bank Callable Note Cont 11/09/2021 2.55% Due: 12/09/2021	97.658	3.28%	1,953,160.00	5,383.33	1,958,543.33	0.00
Purchase	07/17/2018	89236TEL5	2,000,000.00	Toyota Motor Credit Corp Note 2.7% Due: 01/11/2023	97.343	3.34%	1,946,860.00	900.00	1,947,760.00	0.00
	<b>Subtotal</b>		<b>18,150,000.00</b>				<b>17,828,512.00</b>	<b>84,838.89</b>	<b>17,913,350.89</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>18,150,000.00</b>				<b>17,828,512.00</b>	<b>84,838.89</b>	<b>17,913,350.89</b>	<b>0.00</b>

# Transaction Ledger

SDCRAA Consolidated - Account #10566

July 1, 2018 through July 31, 2018

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>DISPOSITIONS</b>										
Sale	07/03/2018	912828L40	4,900,000.00	US Treasury Note 1% Due: 09/15/2018	99.816	1.91%	4,891,003.91	14,646.74	4,905,650.65	-26,988.28
	<b>Subtotal</b>		<b>4,900,000.00</b>				<b>4,891,003.91</b>	<b>14,646.74</b>	<b>4,905,650.65</b>	<b>-26,988.28</b>
Call	07/02/2018	0258M0DV8	2,980,000.00	American Express Credit Callable Note Cont 6/30/2018 1.8% Due: 07/31/2018	100.000	1.80%	2,980,000.00	22,350.00	3,002,350.00	0.00
	<b>Subtotal</b>		<b>2,980,000.00</b>				<b>2,980,000.00</b>	<b>22,350.00</b>	<b>3,002,350.00</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>7,880,000.00</b>				<b>7,871,003.91</b>	<b>36,996.74</b>	<b>7,908,000.65</b>	<b>-26,988.28</b>

# Transactions Ledger for Bonds

SDCRAA Consolidated Bond Reserves - Account #10592

July 1, 2018 through July 31, 2018

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Security Contribution	07/13/2018	31846V336	12,000,000.00	First American Government Obligation Funds	1.000		12,000,000.00	0.00	12,000,000.00	0.00
	<b>Subtotal</b>		<b>12,000,000.00</b>				<b>12,000,000.00</b>	<b>0.00</b>	<b>12,000,000.00</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>12,000,000.00</b>				<b>12,000,000.00</b>	<b>0.00</b>	<b>12,000,000.00</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Sale	07/02/2018	90SDCP\$00	228,254.72	County of San Diego Pooled Investment Pool	1.000	1.94%	228,254.72	0.00	228,254.72	0.00
Sale	07/02/2018	90SDCP\$00	633,566.38	County of San Diego Pooled Investment Pool	1.000	1.94%	633,566.38	0.00	633,566.38	0.00
	<b>Subtotal</b>		<b>861,821.10</b>				<b>861,821.10</b>	<b>0.00</b>	<b>861,821.10</b>	<b>0.00</b>
Security Withdrawal	07/12/2018	31846V336	12,047,234.00	First American Government Obligation Funds	1.000		12,047,234.00	0.00	12,047,234.00	0.00
Security Withdrawal	07/13/2018	90LAIF\$00	12,000,000.00	Local Agency Investment Fund State Pool	1.000		12,000,000.00	0.00	12,000,000.00	0.00

# Transactions Ledger for Bonds

SDCRAA Consolidated Bond Reserves - Account #10592

July 1, 2018 through July 31, 2018

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
Security Withdrawal	07/30/2018	90SDCP\$00	4,282,968.00	County of San Diego Pooled Investment Pool	1.000	1.94%	4,282,968.00	0.00	4,282,968.00	0.00
<b>Subtotal</b>			<b>28,330,202.00</b>				<b>28,330,202.00</b>	<b>0.00</b>	<b>28,330,202.00</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>29,192,023.10</b>				<b>29,192,023.10</b>	<b>0.00</b>	<b>29,192,023.10</b>	<b>0.00</b>

# Disclosure

*2018 Chandler Asset Management, Inc, An Independent Registered Investment Adviser.*

*Information contained herein is confidential. Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.*

*Performance results are presented gross-of-fees and represent the client's Total Return. These results include the reinvestment of dividends and other earnings. Past performance may not be indicative of future results. Therefore, no current or prospective client should assume that future performance of any specific investment or investment strategy will be profitable or equal to past performance levels. All investment strategies have the potential for profit or loss. Economic factors, market conditions or changes in investment strategies, contributions or withdrawals may materially alter the performance and results of your portfolio.*

*Index returns assume reinvestment of all distributions. Historical performance results for investment indexes generally do not reflect the deduction of transaction and/or custodial charges or the deduction of an investment management fee, the incurrence of which would have the effect of decreasing historical performance results. It is not possible to invest directly in an index.*

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*Fixed income investments are subject to interest, credit and market risk. Interest rate risk: the value of fixed income investments will decline as interest rates rise. Credit risk: the possibility that the borrower may not be able to repay interest and principal. Low rated bonds generally have to pay higher interest rates to attract investors willing to take on greater risk. Market risk: the bond market in general could decline due to economic conditions, especially during periods of rising interest rates.*

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 13, 2018**

### **Subject:**

**Approve and Authorize the President/CEO to Execute a Memorandum of Understanding (MOU) with the U.S. Department of Homeland Security - Transportation Security Administration (TSA)**

### **Recommendation:**

Adopt Resolution No. 2018-0091, approving and authorizing the President/CEO to execute a Memorandum of Understanding (MOU) with the U.S. Department of Homeland Security - Transportation Security Administration (TSA) to support installation of TSA supplied Uninterruptable Power Supply (UPS) equipment for a total cost of \$40,000, in support of power conditioning of existing four (4) Explosion Detection Devices located in Terminal 2 West Checked Baggage Inspections System area at San Diego International Airport.

### **Background/Justification:**

The existing TSA Explosion Detection Systems (EDS) in Terminal 2 West (Exhibit B) are exposed to erratic power surges inherent within the utility grid. These power surges could cause unplanned EDS shutdowns, requiring system recalibration and imposing increased maintenance costs.

TSA is supporting a nationwide program to install Uninterruptable Power Supplies (UPS) in order to condition the power to EDS and avoid potential risks associated with erratic power surges and spikes. In January 2018, TSA requested the Authority to enter in to an agreement to support installation of TSA supplied UPS equipment at T2W. Subsequently, based on coordination with TSA and Facilities Management, a detailed plan for installation of the new UPS was developed.

Accordingly, a Memorandum of Understanding (MOU) (Exhibit A) between the TSA and the Authority was finalized in August 2018, identifying Authority scope of work limited to supporting installation of TSA supplied UPS equipment at T2W. The associated costs for supporting the UPS installation is estimated at \$40,000.

### **Fiscal Impact:**

In June 2017, the Board approved the FY2018-FY2023 Capital Improvement Program for Project No. 104235, Replace Baggage Screening Equipment, with a budget of \$10,000,000. The associated cost for this MOU will be paid through this project. Source of funds for this project include 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 project is a class of project exempt from CEQA as follows: Categorical Exemption 15302 – Replacement or Reconstruction – Class 2 and consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced, including but not limited to: (c) Replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity.
  
- 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:**

JEFF RASOR  
DIRECTOR, AIRSIDE & TERMINAL OPERATIONS

**Work scope**

Install TSA supplied UPS system to feed existing (x4) Explosion Detection Systems (EDS) located at T2W Checked Baggage Inspection Area (CBIS)

**Coordination**

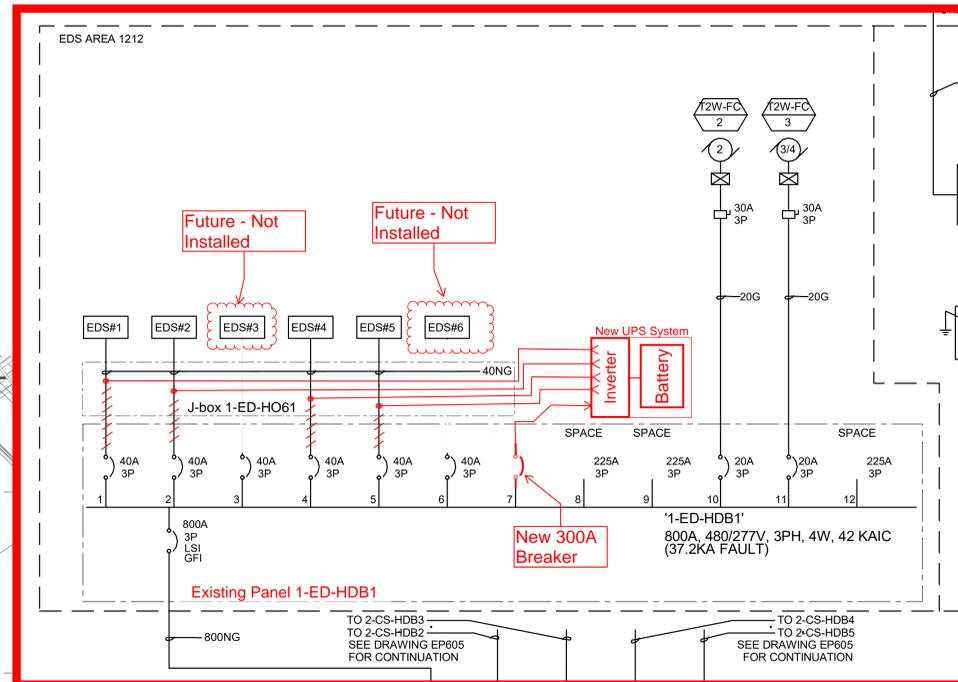
1. Work located within secured airside area.
2. Coordinate the work and provide detailed work plan for approval 7 days in advance.
3. Work hours: Facilities operational 24/7. Day shift OK if not impacting operations. Otherwise work hours limited to 11:30PM to 4:00AM. Plan all cut over work to minimize system down time and return system to normal use at end of each shift.

**Proposed Sequence of Work**

1. Unpack, stage, install and anchor TSA supplied UPS system (Power Innovations Q-LS160 inverter & Q-LSD-ST battery pack cabinets) using manufacturer recommended procedures.
2. Install new 300A breaker (42 KAIC) in existing panel 1-ED-HDB1 and label "UPS-EDS", for power supply to new UPS. Connect 1-ED-HDB1 to UPS inverter cabinet, and connect UPS inverter cabinet to battery cabinet. Install power and interconnecting cables (Utility power cable to UPS inverter shall be 4/0 CU & 5/0 Neutral (600V)).
3. Prefabricate and install sheet metal partition inside existing J-box 1-ED-HO61 to segregate UPS power source when rerouting feeds to the 4 EDS machines. Install same gage sheet metal as j-box to partition and segregate the EDS feeds from the UPS. Label inside new partition to read "From 1-EDS-UPS-T2W 480/277 Volts" - black 24 font. Label outside j-box below existing label to read "& EDS-UPS-T2W J-Box 480/277 Volts". Connect the partition side to 1-EDS-UPS-T2W using IMC conduit.
4. Protect and disconnect cables from EDS breakers in 1-ED-HDB1, and pull back into adjacent J-box 1-ED-HO61. Cut and splice existing cables feeding EDS#1, 2, 4 & 5 inside j-box and run new cables to UPS inverter new EDS breakers. Use same size, type and color cables as the existing (3/0 CU & 4/0 Neutral - 600V).
5. Label abandoned breakers EDS-1, 2, 4 & 6 as "Spare" in panel 1-ED-HDB1,

**Note:**

1. Layout guidelines: UPS Battery to inverter cabinet 10-12" clearance. Right of UPS inverter cabinet require 36" clearance. Maintain 36" clearance from baggage handling system located behind the UPS cabinets.
2. Use IMC conduit for all connections.
3. Follow NFPA 70 & NEC 2014, manufacturer instruction and FMD guideline and comply with all applicable codes and standards

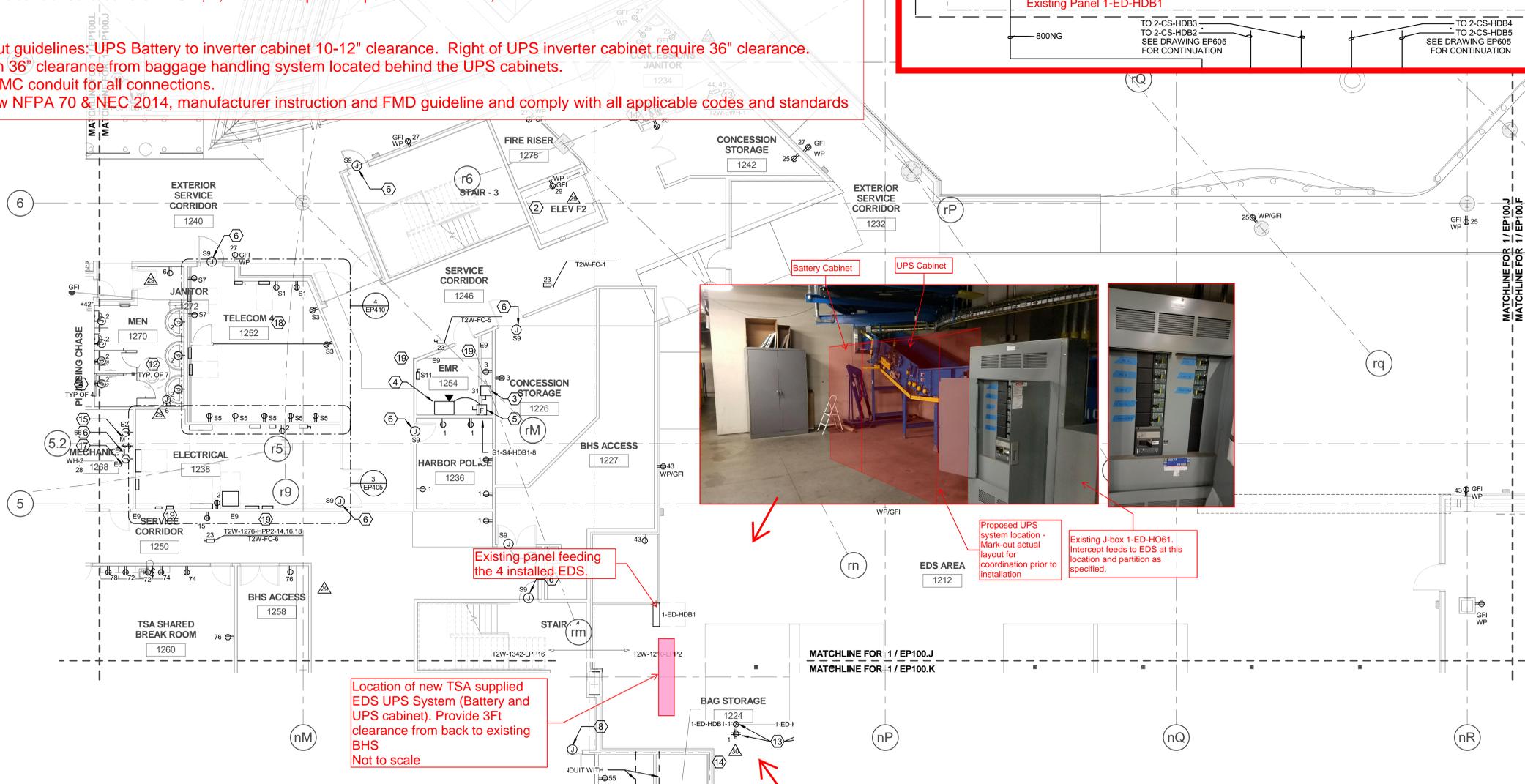


**KEYNOTES**

- 1 CEILING MOUNTED POWER OUTLETS FOR CONNECTION OF FIDS SCREENS.
- 2 DEVICES TO BE INSTALLED IN ELEVATOR PIT F2.
- 3 FOR ELEVATOR CAB LIGHTING.
- 4 ELEVATOR CONTROLLER.
- 5 DISCONNECT SWITCH FOR POWER TO ELEVATOR F2.
- 6 PROVIDE POWER FOR ELECTROMAGNETIC DOOR LOCK.
- 7 NOT USE.
- 8 PROVIDE POWER FOR TRASH COMPACTOR.
- 9 NOT USE.
- 10 PROVIDE POWER FOR TUG CHARGING STATIONS. SEE SINGLE LINE DIAGRAM.
- 11 NOT USED.
- 12 PROVIDE POWER FOR PLUMBING EQUIPMENT. COORDINATE WORK WITH PLUMBING CONTRACTOR.
- 13 PROVIDE TWO CONNECTIONS TO WATER HEATER, 2.5KW EACH.
- 14 PROVIDE POWER FOR 1/2HP GARBAGE DISPOSAL.
- 15 CONNECTION TO PREACTION SYSTEM CONTROL PANEL. PROVIDE INTERFACE MODULE AS REQUIRED FOR CONNECTION TO FIRE ALARM SYSTEM. VERIFY LOCATION WITH SYSTEM SUPPLIER/INSTALLER.
- 16 CONNECTION TO PREACTION SYSTEM AIR COMPRESSOR. VERIFY LOCATION WITH SYSTEM SUPPLIER/INSTALLER.
- 17 CONNECTION TO FM200 SYSTEM PANEL. PROVIDE INTERFACE MODULE AS REQUIRED FOR CONNECTION TO FIRE ALARM SYSTEM. VERIFY LOCATION WITH SYSTEM SUPPLIER/INSTALLER.
- 18 CONNECT RECEPTACLES TO PANEL T2W-1252-SLPP32.
- 19 PROVIDE LOCAL DISCONNECT SWITCH AT EACH FSD.

**GENERAL NOTES**

- A. VERIFY EXACT LOCATION AND MOUNTING HEIGHT OF ALL OUTLETS WITH ARCHITECT.
- B. PROVIDE CONDUIT AND WIRE FOR CIRCUITING SHOWN.
- C. CONNECT ALL 120/208V NORMAL POWER DEVICES AND EQUIPMENT TO T2W-1276-LPP15, UON.
- D. CONNECT ALL 120/208V STANDBY POWER DEVICES AND EQUIPMENT PREFIXED "S" TO T2W-1238-SLPP11, UON.
- E. CONNECT ALL 120/208V EMERGENCY POWER DEVICES AND EQUIPMENT PREFIXED "E" TO T2W-1238-ELPP10, UON.
- F. PROVIDE MINIMUM #10 WIRING TO THE FIRST DEVICE FOR 120V BRANCH CIRCUIT EXCEEDING 150 FEET IN LENGTH FROM PANELBOARD TO FURTHEST OUTLET. PROVIDE MINIMUM #10 WIRING TO THE FIRST DEVICE FOR 277V BRANCH CIRCUIT EXCEEDING 250 FEET IN LENGTH FROM PANELBOARD TO FURTHEST OUTLET.

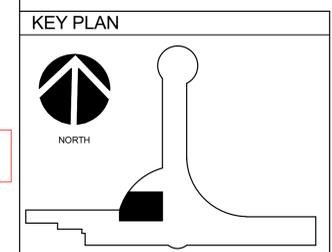


**104235 - Install TSA New UPS to Existing EDS at T2W**  
FDD - 4/23/2018



1 L1 - LEVEL 1 FLOOR PLAN ZONE J - POWER  
1/8" = 1'-0"

Revision Schedule		
Revision	Description	Date
24	UPDATED ELECTRICAL DRAWINGS	12/09/2011
29	Conformed Set	04/30/2012



IF A VIOLATION OF THE LAW FOR ANY PERSON, UNLESS ACTING UNDER THE DIRECTION OF A LICENSED ENGINEER, TO ALTER AN ITEM IN ANY WAY. IF AN ITEM BEARING THE SEAL OF AN ENGINEER IS ALTERED, THE ALTERING ENGINEER SHALL BE RESPONSIBLE FOR THE NOTATION ALTERED BY FOLLOWED BY HIS SIGNATURE AND THE DATE OF SUCH ALTERATION, AND A SPECIFIC DESCRIPTION OF THE ALTERATION.

**SAN DIEGO INTERNATIONAL AIRPORT**  
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

DESIGNED	SAN DIEGO INTERNATIONAL AIRPORT	DATE	09/28/2012
DRAWN	TERMINAL 2 WEST EXPANSION	SHEET NO.	EP100.J
CHECKED	L1 - LEVEL 1 FLOOR PLAN ZONE J - POWER	DRAWING NO.	3204

08/05/13 - RECORD DRAWINGS

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**THE UNITED STATES DEPARTMENT OF HOMELAND SECURITY**  
**TRANSPORTATION SECURITY ADMINISTRATION**  
**AND**  
**SAN DIEGO COUNTY REGIONAL**  
**AIRPORT AUTHORITY**  
**RELATING TO**  
**Terminal 2 West**  
**Uninterruptible Power Supply Project**

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Negotiated by the TSA pursuant to  
49 U.S.C. §106(l)(6), 114(m), and Homeland Security Act of 2002

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## **ARTICLE I - PARTIES**

This Memorandum of Understanding (“Understanding”) is entered into by and between the United States Department of Homeland Security, Transportation Security Administration (“TSA”) and the San Diego County Regional Airport Authority (“Authority”) relating to the installation of Uninterruptible Power Supply (“UPS”) for various Explosive Detection Systems (“EDS”) at San Diego Airport (“SAN”).

## **ARTICLE II - PURPOSE AND SCOPE**

The purpose of this Understanding is to provide and install UPS backup for EDS at SAN Terminal 2 West (herein referred to as the “Project”).

Provide UPS and infrastructure to support the following:

- a. T2 West – provide one (1) 160 kVA UPS to support (4) CTX9800 EDS.

## **ARTICLE III – RESPONSIBILITIES**

In furtherance of this Understanding, the parties shall have the following respective duties, responsibilities and obligations:

### **A. TSA Responsibilities:**

1. Provide concurrence of the airport approved drawing showing the placement of the UPS unit (a copy of this approved drawing is attached as Exhibit A and incorporated herein by this reference).
  - a. Procure, ship, install, and commission one (1) UPS unit in the SAN T2 West in-line CBIS.
2. Provide rigging to unload and place the UPS unit in the final operational location.

### **B. AIRPORT Responsibilities:**

1. Obtain any needed permits for the Project.
2. Execute, at its own expense, all facility modifications and installation services needed to execute the Project in accordance with Exhibit A. This includes, but is not limited to, facility mechanical, electrical (to UPS and UPS to EDS), lighting, and other removal/replacement of equipment/structures.
3. Ensure that the environmental conditions in the UPS operational location are met per the UPS manufacturer’s recommendations.

### **C. Maintenance:**

It is understood and recognized that all Explosive Trace Detector (“ETD”) and EDS units and associated UPS units powering the EDS in the checked baggage screening areas are, and will at all times remain, the property of the U.S. Government. TSA will maintain, repair and refurbish this equipment at no cost to the Authority. The Authority shall own

and retain title to all airport terminal building improvements made in accordance with this Understanding, including, but not limited to: facility mechanical and electrical infrastructure, and power. It will remain the responsibility of the Authority to maintain, repair, and/or replace such airport property with similar property to sustain the current operational environment of the security screening equipment and supporting technology (UPS units), in accordance with screening equipment and UPS manufacturer's recommendations, currently incorporated in the baggage area, unless otherwise negotiated by TSA.

**ARTICLE IV - EFFECTIVE DATE AND TERM**

The effective date of this Understanding is the date on which the last party has signed the Understanding. This Understanding shall continue in effect as long as the equipment is operational at SAN. The project is expected to be completed on or before February 28, 2020.

**ARTICLE V - LIMITATIONS ON LIABILITY**

Each party expressly agrees, without exception or reservation, that it shall be solely and exclusively liable for the negligence of its own agents and/or employees in connection with its performance hereunder.

**ARTICLE VI – POINTS OF CONTACT:**

<b>Title</b>	<b>Name</b>	<b>Contact Information</b>
TSA Office of Security Capabilities Deployment Coordinator	Gregory Cypher	<a href="mailto:Gregory.Cypher@tsa.dhs.gov">Gregory.Cypher@tsa.dhs.gov</a> 571-227-2320
Smiths Detection POC	David DaSilva	David.Dasilva@smiths-detection.com
Local TSA POC	Antony Brock	Antony.Brock@tsa.dhs.gov 619-321-1328
AUTHORITY POC	Amiel Porta	<a href="mailto:aporta@san.org">aporta@san.org</a> 619-400-2702

**ARTICLE VII - CHANGES AND/OR MODIFICATIONS**

No change or modification to this Understanding shall be effective unless it is in writing and signed by both parties' authorized representatives. No oral statement by any person shall be interpreted as modifying or otherwise affecting the terms of this Understanding. The properly signed modification shall be attached to this Understanding and thereby become a part of this Understanding.

**ARTICLE VIII - CONSTRUCTION OF THE UNDERSTANDING**

This Understanding constitutes the entire understanding between the parties with respect

to the subject matter hereof and supersedes all prior agreements, understandings, negotiations and discussions with regard to the subject matter of this Understanding, whether oral or written, of the parties.

This Understanding is not intended to be nor shall it be construed as creation of a partnership, corporation, or other business entity between the parties. Unless otherwise expressly provided herein, nothing in this Understanding shall be construed to create, enhance, or diminish any substantive right, duty, or obligation owed to each party by the other, or by either party to any third party.

#### **ARTICLE IX – FUNDING ANY PAYMENT**

No funds are required to be obligated under the terms of this Understanding. Each party shall bear the cost of its own performance under the Understanding, as further described above.

#### **ARTICLE X - PROTECTION OF INFORMATION**

The parties agree that they shall take appropriate measures to protect proprietary, privileged, confidential, or otherwise Security Sensitive Information (SSI) that may come into their possession as a result of this Understanding.

##### **A. RELEASE OF TECHNICAL INFORMATION**

No SSI, oral or written, concerning the scope of this Understanding, shall be published or released to the public without prior written approval of the TSA Administrator and his or her designee.

##### **B. RECORDS AND RELEASE OF INFORMATION**

All SSI, as defined in 49 CFR Part 1520, shall be handled in accordance with TSA policies and regulations. All members assigned to work under this Understanding are subject to the provisions of 49 CFR Part 1520, Protection of Sensitive Security Information, because they act for, or carry out duties for, or on behalf of the TSA. SSI may not be disclosed except in accordance with the provisions of that rule or where TSA otherwise approves.

##### **C. MEDIA**

All public or public affairs activities related to the subject matter of this Understanding must be coordinated with the TSA Office of Strategic Communication and Public Affairs.

#### **ARTICLE XII – SURVIVAL OF PROVISIONS**

The following provisions of this Understanding shall survive termination of this Understanding: Articles III.C, V, IX, and X.

**IN WITNESS WHEREOF**, the Parties have entered into this Understanding by their duly authorized officers.

**United States Department of Homeland Security  
Transportation Security Administration**

\_\_\_\_\_  
**Peter McVey**  
**Deployment Division Director**

\_\_\_\_\_  
**Date**

**San Diego Regional County Airport Authority**

\_\_\_\_\_  
**Kimberly J. Becker**  
**President/CEO**

\_\_\_\_\_  
**Date**

**Copy to:**  
**Federal Security Director**  
**TSA Office of Security Capabilities**

RESOLUTION NO. 2018-0091

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE U.S. DEPARTMENT OF HOMELAND SECURITY - TRANSPORTATION SECURITY ADMINISTRATION (TSA) TO SUPPORT INSTALLATION OF TSA SUPPLIED UNINTERRUPTABLE POWER SUPPLY (UPS) EQUIPMENT FOR A TOTAL COST OF \$40,000, IN SUPPORT OF POWER CONDITIONING OF EXISTING FOUR (4) EXPLOSION DETECTION DEVICES LOCATED IN TERMINAL 2 WEST CHECKED BAGGAGE INSPECTIONS SYSTEM AREA AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, this project is a San Diego County Regional Airport Authority ("Authority") Board ("Board") approved project in the FY2018 Capital Improvement Program ("CIP"); and

WHEREAS, the existing TSA Explosion Detection Systems (EDS) in Terminal 2 West (T2W) are exposed to erratic power surges inherent within the utility grid.; and

WHEREAS, these power surges could cause unplanned EDS shutdowns, requiring system recalibration and imposing increased maintenance costs; and

WHEREAS, TSA is supporting a nationwide program to install Uninterruptable Power Supplies (UPS) in order to condition the power to EDS and avoid potential risks associated with erratic power surges and spikes; and

WHEREAS, in January 2018, TSA requested the Authority to enter in to an agreement to support installation of TSA supplied UPS equipment at T2W; and

WHEREAS, subsequently, based on coordination with TSA and Facilities Management, a detailed plan for installation of the new UPS was developed; and

WHEREAS, accordingly, a Memorandum of Understanding (MOU) between TSA and the Authority was finalized in August 2018, identifying Authority scope of work limited to supporting installation of TSA supplied UPS equipment at T2W; and

WHEREAS, the associated costs for supporting the UPS installation is estimated at \$40,000; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a Memorandum of Understanding (MOU) with the U.S. Department of Homeland Security - Transportation Security Administration (TSA) to support installation of TSA supplied Uninterruptable Power Supply (UPS) equipment for a total cost of \$40,000, in support of power conditioning of existing four (4) Explosion Detection Devices located in Terminal 2 West Checked Baggage Inspections System area 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 find this project is a class of project exempt from CEQA as follows: Categorical Exemption 15302 – Replacement or Reconstruction – Class 2 and consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced, including but not limited to: (c) Replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity.

BE IT FURTHER RESOLVED that this Board action 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 special meeting this 13<sup>th</sup> day of September, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 13, 2018**

### **Subject:**

**Authorization to Execute two Lease Agreements with Federal Aviation Administration Covering the Air Traffic Control Tower (ATCT) and Select Navigational Aids at San Diego International Airport**

### **Recommendation:**

Adopt Resolution No. 2018-0092, authorizing the President/CEO to enter into a Lease Agreement for a term of fifteen years with the Federal Aviation Administration covering the Air Traffic Control Tower and Base Building at San Diego International Airport.

Adopt Resolution No. 2018-0093, authorizing the President/CEO to enter into a Lease Agreement for a term of fifteen years with the Federal Aviation Administration covering certain FAA-owned and operated navigational aids at San Diego International Airport.

Adopt Resolution No. 2018-0094, authorizing the President/CEO to modify the existing Memorandum of Agreement with the Federal Aviation Administration to revise the list of facilities to remove the facilities and assets included in Resolution 2018-0092 and Resolution 2018-0093.

### **Background/Justification:**

The San Diego Regional Airport Authority and the FAA are parties to a No Cost Land on Airport Memorandum of Agreement (MOA) Lease DTFAWP-06-L-00070 the term of which commenced on October 1, 2010 and terminates on May 31, 2020. This MOA grants the FAA rights to establish, maintain and alter navigational aids on Airport property. The MOA covers all FAA owned navigational aids and structures on Airport property at San Diego International Airport (SDIA).

The FAA is presently undergoing an effort to realign management and administration of their assets. FAA has identified specific assets that meet certain criteria that the FAA wishes to manage in discreet portfolios through individual leases. As part of this effort, the FAA seeks to modify the MOA and to enter into new fifteen (15) year leases for specific assets at SDIA including:

The Air Traffic Control Tower (ATCT) and base building (ADM) located on the North side of Airport property. Staff recommends authorizing the President/CEO to enter into an agreement for an on Airport Land Lease (ATCT and Base Building ADM) Lease No. DTFAWN-17-L-126.

Specific navigational aids that the FAA has identified are Airport Surface Detection Equipment (ASDE) remote unit antennas and related rack space that are physically located atop structures on Airport property. At SDIA there are two remote unit antennas situated on the roof of the Administration Building and one remote unit antenna is located on the roof of Terminal 2 West. Staff recommends authorizing the President/CEO to enter into an agreement covering these assets: Antenna & Rack Space Lease No. DTFAWN-17-L-00125.

A three step process is necessary to achieve the FAA’s request and is as follows.

1. Execute ATCT Land Lease on Airport (ATCT and Base Building ADM) Lease No. DTFAWN-17-L-126.
2. Execute Antenna & Rack Space Lease No. DTFAWN-17-L-00125 which includes the following FAA assets.
  - ASDEX RU 05 – Located on Administration Building Roof
  - ASDEX RU 06 – Located on Terminal 2 West Roof
  - ASDEX RU X2 – Located on Administration Building Roof
3. Execute Supplemental Lease Agreement to MOA No. DTFAWP-06-L-00070– Supplement Number 001. Revise List of Facilities (LOF) in MOA to remove ATCT, ADM, RU05, RUX2 and RU06

**Fiscal Impact:**

Neither the existing MOA nor the proposed leases with the FAA are revenue generating agreements and neither imposes any obligatory expense on the part of the Authority. Consequently, there is no fiscal impact resulting from this requested board action.

**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:**

RENÉE MILLER  
REAL ESTATE MANAGER

RESOLUTION NO. 2018-0092

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY, AUTHORIZING THE PRESIDENT/CEO  
TO ENTER INTO A LEASE AGREEMENT FOR A  
TERM OF FIFTEEN YEARS WITH THE FEDERAL  
AVIATION ADMINISTRATION COVERING THE AIR  
TRAFFIC CONTROL TOWER AND BASE BUILDING  
AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, the San Diego County Regional Airport Authority and the Federal Aviation Administration (FAA) are parties to a No Cost Land on Airport Memorandum of Agreement (MOA) Lease DTFAWP-06-L-00070 which covers all FAA owned navigational aids and structures on Airport property at San Diego International Airport (SDIA); and

WHEREAS, the FAA is presently undergoing an effort to realign management and administration of their assets; and

WHEREAS, the FAA has identified specific assets that meet certain criteria that the FAA wishes to manage in discreet portfolios through individual leases; and

WHEREAS, as part of this effort, the FAA seeks to modify the MOA and to enter into a new fifteen (15) year lease for the Air Traffic Control Tower (ATCT) and base building (ADM) located on the North side of Airport property; and

WHEREAS, the proposed lease supersedes the MOA [Lease No. DTFAWP-06-L-00070] and all other previous agreements between the parties for the property described in the proposed lease.

NOW, THEREFORE, BE IT RESOLVED that the Board authorizes the President/CEO to enter into a Lease Agreement for a term of fifteen (15) years with the FAA covering the Air Traffic Control Tower and Base Building at San Diego International Airport; and

BE IT FURTHER RESOLVED that 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. California Coastal Act Review: This Board action 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 special meeting this 13th day of September, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

RESOLUTION NO. 2018-0093

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AUTHORIZING THE PRESIDENT/CEO TO ENTER INTO A LEASE AGREEMENT FOR A TERM OF FIFTEEN YEARS WITH THE FEDERAL AVIATION ADMINISTRATION COVERING CERTAIN FAA-OWNED AND OPERATED NAVIGATIONAL AIDS AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, the San Diego Regional Airport Authority and the FAA are parties to a No Cost Land on Airport Memorandum of Agreement (MOA) Lease (DTFAWP-06-L-00070) which covers all FAA owned navigational aids and structures on Airport property at San Diego International Airport (SDIA); and

WHEREAS, the FAA is presently undergoing an effort to realign management and administration of their assets; and

WHEREAS, FAA has identified specific assets that meet certain criteria that the FAA wishes to manage in discreet portfolios through individual leases; and

WHEREAS, as part of this effort, the FAA seeks to modify the MOA and enter into a new fifteen (15) year lease (Lease) for specific assets at SDIA; and

WHEREAS, the specific navigational aids that the FAA has identified to be included in the Lease are Airport Surface Detection Equipment (ASDE) and remote unit antennas identified as ASDEX RU05, ASDEXRU06, ASDEXRUX2; and

WHEREAS, proposed Lease would supersede the MOA and all other previous agreements between the parties for the property described in this document and would not require payment to the Authority by the FAA.

NOW, THEREFORE, BE IT RESOLVED that the Board authorizes the President/CEO to enter into a Lease Agreement for a term of fifteen (15) years with the Federal Aviation Administration (FAA) covering certain FAA-owned and operated navigational aids at San Diego International Airport; and

BE IT FURTHER RESOLVED that 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. California Coastal Act Review:

BE IT FURTHER RESOLVED that this Board action 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 special meeting this 13<sup>th</sup> day of September, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

RESOLUTION NO. 2018-0094

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AUTHORIZING THE PRESIDENT/CEO TO MODIFY THE EXISTING MEMORANDUM OF AGREEMENT WITH THE FEDERAL AVIATION ADMINISTRATION TO REVISE THE LIST OF FACILITIES TO REMOVE THE FACILITIES AND ASSETS INCLUDED IN RESOLUTION 2018-0092 AND RESOLUTION 2018-0093

WHEREAS, the San Diego Regional Airport Authority and the FAA are parties to a No Cost Land on Airport Memorandum of Agreement (MOA) Lease [DTFAWP-06-L-00070] the term of which commenced on October 1, 2010 and terminates on May 31, 2020; and

WHEREAS, the MOA grants the FAA rights to establish, maintain and alter navigational aids on Airport property; and

WHEREAS, the MOA covers all FAA owned navigational aids and structures on Airport property at San Diego International Airport (SDIA); and

WHEREAS, the FAA is presently undergoing an effort to realign management and administration of their assets; and

WHEREAS, the FAA has identified specific assets that meet certain criteria that the FAA wishes to manage in discreet portfolios through individual leases; and

WHEREAS the FAA seeks to modify the MOA and to enter into new fifteen (15) year leases for specific assets identified in Resolution 2018-0092 and Resolution 2018-0093; and

WHEREAS, consistent with FAA's desire to realign management and administration of their assets at SDIA, the MOA must be modified to delete certain assets included in Lease No. DTFAWN-17-00125 and Lease no. DTFAWN-17-L-00126.

NOW, THEREFORE, BE IT RESOLVED that the Board authorizing the President/CEO to modify the existing Memorandum of Agreement (MOA) with the Federal Aviation Administration (FAA) to revise the list of facilities (LOF) to remove the facilities and assets included in Resolution 2018-0092 [Lease No. DTFAWN-17-00125] and Resolution 2018-0093 [DTFAWN-17-L-00126]. Revision to MOA Lease No. DTFAWP-06-L-00070 and Supplement 1.

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 special meeting this 13<sup>th</sup> day of September, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 13, 2018**

### **Subject:**

**Authorize the President/CEO to Execute a Non-Binding Partnership Agreement with the San Francisco Airport Commission Regarding Joint Collaboration on the Advancement of Sustainable Aviation Fuel**

### **Recommendations:**

Adopt Resolution No. 2018-0095, authorizing the President/CEO to execute a non-binding Partnership Agreement with the City and County of San Francisco (through its Airport Commission) regarding joint collaboration on the advancement of Sustainable Aviation Fuel.

### **Background/Justification:**

Sustainable Aviation Fuels (SAF) are a low-carbon, sustainably-sourced alternative to traditional, petroleum-based aviation fuel. "Drop-in fuels" like SAF can replace a portion of conventional jet fuels without the need to modify aircraft engines or existing fuel distribution infrastructure. When blended with conventional jet fuel, sustainable aviation fuel has the same performance characteristics as conventional jet fuel<sup>1</sup> and has the following benefits<sup>2</sup>:

- Can be mass grown in most locations worldwide, while not negatively impacting valuable food, land, and water resources;
- Has the potential to deliver large quantities of greener fuel for aviation at more stable prices;
- Improves local air quality by reducing particulate matter from aircraft engines.

Aviation sector stakeholders agree that environmentally, socially, and economically sustainable aviation fuel is critical to reducing the industry's greenhouse gas emissions, while continuing to provide rapid, efficient air transport to meet UN Sustainable Development Goals. The International Civil Aviation Organization (ICAO) promotes the benefits of SAF to reduce the environmental impacts of aviation, and at its 2017 Conference on Aviation and Alternative Fuels, ICAO determined that SAF will play an integral role in enabling airlines to meet international 2020 carbon neutral growth targets. The International Air Transport Association (IATA), the trade association for the world's airlines representing approximately 290 airlines (82% of total air traffic), also supports the use of SAF, noting they are "one of the key elements" in helping achieve aviation emissions reduction goals. Further, IATA notes SAF "are the only low-carbon fuels available for aviation in the short to mid-term."<sup>3</sup>

SAF is also a critical tool for airports in reaching their long-term carbon management goals. For example, the combined emissions from aircraft landings and take-offs (LTO)

<sup>1</sup> <http://www.greencarcongress.com/2017/03/20170317-arbstaff.html>

<sup>2</sup> <http://www.atag.org/component/attachments/attachments.html?id=97>

<sup>3</sup> <https://www.iata.org/whatwedo/environment/Pages/sustainable-alternative-jet-fuels.aspx>

and the use of aircraft auxiliary power units (APU) at San Diego International Airport (SAN) in 2017 accounted for 224,870 metric tons of carbon dioxide (CO2) equivalent, or 68.47% of SAN's total gross greenhouse gas emissions. Therefore, it benefits airports to support airlines and other key aviation stakeholders in building awareness and facilitating the use of SAF.

The purpose of the non-binding Partnership Agreement with the City and County of San Francisco (through its Airport Commission) is to provide a joint vehicle to promote and carry out cooperative activities related to SAF including: efforts to encourage the increase of SAF supply and use; agreement on SAF-related goals including preferred feedstock; collaboration on advocacy, and; planning to support scaling SAF use. The Partnership Agreement also provides a framework for a positive and cooperative working relationship with other key stakeholders. Other anticipated Parties include additional airports, airlines, aircraft manufacturers, and non-governmental organizations. The Partnership Agreement will be effective upon execution until a termination date of December 31, 2030. However, a Party may withdraw its participation in the Partnership Agreement at any time by written notice to all then-current Partnership Agreement Parties.

**Fiscal Impact:**

There is no direct fiscal impact associated with signing the non-binding Partnership Agreement. Any nominal costs of Airport Authority staff time and resources in collaborating on SAF initiatives through the Partnership Agreement will be covered by the Planning & Environmental Affairs Department's annual 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. 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:**

BRENDAN REED  
DIRECTOR, PLANNING & ENVIRONMENTAL AFFAIRS

RESOLUTION NO. 2018-0095

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A NON-BINDING PARTNERSHIP AGREEMENT WITH THE CITY AND COUNTY OF SAN FRANCISCO (THROUGH ITS AIRPORT COMMISSION) REGARDING THE JOINT COLLABORATION ON THE ADVANCEMENT OF SUSTAINABLE AVIATION FUEL

WHEREAS, Sustainable Aviation Fuels (SAF) are a low-carbon, sustainably-sourced alternative to traditional, petroleum-based aviation fuel; and

WHEREAS, aviation sector stakeholders agree that environmentally, socially, and economically sustainable aviation fuel is critical to reducing the industry's greenhouse gas emissions; and

WHEREAS, SAF is also a critical tool for airports in reaching their long-term carbon management goals, since aircraft typically constitute the largest greenhouse gas emissions source for airport operations; and

WHEREAS, the purpose of the non-binding Partnership Agreement with the City and County of San Francisco (through its Airport Commission) is to provide a joint vehicle to promote and carry out cooperative activities related to SAF; and

WHEREAS, these activities may include efforts to encourage the increase of SAF supply and use, agreement on SAF-related goals including preferred feedstock, collaboration on advocacy, and planning to support scaling SAF use; and

WHEREAS, the Partnership Agreement also provides a framework for a positive and cooperative working relationship with other key stakeholders, such as additional airports, airlines, aircraft manufacturers, and non-governmental organizations.

NOW, THEREFORE, BE IT RESOLVED that the Board authorizes the President/CEO to execute a non-binding Partnership Agreement with the City and County of San Francisco (through its Airport Commission) regarding joint collaboration on the advancement of Sustainable Aviation Fuel; and

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized 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 special meeting this 13<sup>th</sup> day of September, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

**STAFF REPORT**

Meeting Date: **SEPTEMBER 13, 2018**

**Subject:**

**Award a Contract to Nuera Contracting LP for Quieter Home Program Phase 9, Group 7, Project No. 380907 nineteen (19) Historic Single-Family Units on nineteen (19) Residential Properties Located East and West of the Airport**

**Recommendation:**

Adopt Resolution No. 2018-0096, awarding a contract to Nuera Contracting LP in the amount of \$1,461,077 for Phase 9, Group 7, Project No. 380907, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

**Background/Justification:**

The Authority's Quieter Home Program ("Program") provides sound attenuation treatment to residences within the highest noise-impacted neighborhoods surrounding San Diego International Airport ("SDIA"). This contract for Phase 9, Group 7, Project number 380907 includes installation of new acoustical windows, doors, and ventilation improvements to reduce aircraft-related noise levels and provide sound attenuation to nineteen (19) Historic Single-Family Units on nineteen (19) residential properties located east and west of the airport (refer to Attachment A).

To date, the Program has completed 3,635 residences, of which 861 are historic and 2,774 are non-historic. 2,250 residences are located west of SDIA and 1,385 are located east of SDIA.

Project No. 380907 was advertised on July 13, 2018, and bids were opened on August 13, 2018. The following bids were received (refer to Attachment B):

<b>Company</b>	<b>Total Bid</b>
S&L Specialty Construction, Inc.	\$1,673,000.00
G&G Specialty Contractors, Inc.	\$1,982,438.00
Nuera Contracting, LP	\$1,461,077.00

The Engineer's estimate is \$1,468,128.86.

The low bid of \$1,461,077 is considered responsive and Nuera Contracting, LP is considered responsible. Award to Nuera Contracting LP is, therefore, recommended in the amount of \$1,461,077.

**Fiscal Impact:**

Adequate funds for the contract with Nuera Contracting LP are included in the adopted FY 2019 and FY 2020 Operating Expense Budgets within the Quieter Home Program budget line item. Sources of funding include federal Airport Improvement Program grants and Passenger Facility Charges.

**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 a “project” subject to the California Environmental Quality Act (“CEQA”), Pub. Res. Code §21065. The individual projects under the Quieter Home Program are part of a class of projects that are categorically exempt from CEQA: 14 Cal. Code Regs. §15301 – “Existing Facilities: Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency’s determination.”
- B. California Coastal Act. This Board action is a “development” as defined by the California Coastal Act, Cal. Pub. Res. Code §30106. The individual projects under the Quieter Home Program will consist of treatments to single-family and multi-family dwellings. Improvements to single-family homes are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(a) and 14 Cal. Code Regs. §13250 – “Improvements to Single-Family Residences.” The proposed improvements to multi-family residences are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(b) and 14 Cal. Code Regs. §13253 – “Improvements to Structures Other than Single-Family Residences and Public Works Facilities that Require Permits.”

**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.

The Authority's DBE Program, as required by the U.S. Department of Transportation 49 Code of Federal Regulations (CFR) Part 26, calls for the Authority to submit a triennial overall goal for DBE participation on all federally-funded projects. When federal funds are utilized, the Authority is prohibited from using a program that provides a preference such as those used in Policies 5.12 and 5.14. Therefore, the Authority must utilize other means as provided in the DBE Plan to achieve participation.

This project utilizes federal funds; therefore, it will be applied toward the Authority's overall DBE goal. Nuera Contracting LP proposed 2.83% DBE participation on QHP Phase 9, Group 7.

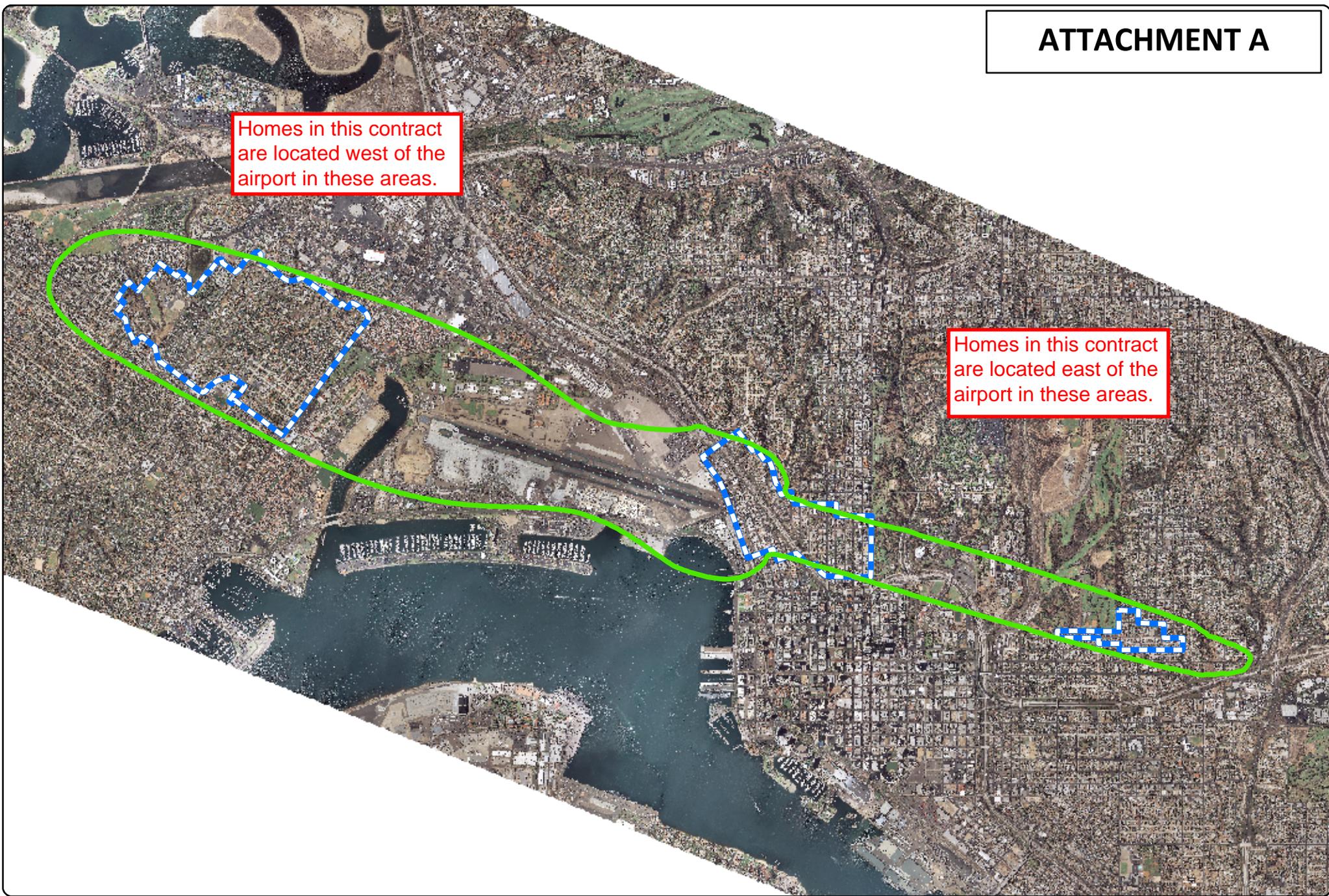
**Prepared by:**

BRENDAN REED  
DIRECTOR, PLANNING & ENVIRONMENTAL AFFAIRS

# ATTACHMENT A

Homes in this contract are located west of the airport in these areas.

Homes in this contract are located east of the airport in these areas.



**Map Notes:**  
Staff Report Attachment A

1 inch = 3,898 feet

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**Land Use - SanGIS 2/07**

- Single-Family Residential
- Multi-Family Residential
- Condominiums

- QHP Completed
- QHP Ineligible
- County Parcel

- 67 dB Boundary
- 65 dB CNEL Contour
- Address Point

**San Diego County Regional Airport Authority**  
**Quieter Home Program**  
Project 380907

TABULATION OF BIDS

ATTACHMENT B

TITLE: QUIETER HOME PROGRAM PROJECT NO. 380907  
 BIDS OPENED: August 13, 2018 at 2:00 p.m.  
 ENGINEER'S ESTIMATE: \$1,468,128.86

CONTRACTOR:		Engineer's Estimate					Nuera Contracting LP				S&L Specialty Construction, Inc.				G&G Specialty Contractors, Inc.			
ADDRESS:							814 Morena Blvd. Suite 303 San Diego, CA 92110				315 S. Franklin Street, Syracuse, NY 13202				1221 N. Mondel Drive, Gilbert, AZ 85233			
GUARANTEE OF GOOD FAITH:							Fidelity and Deposit Company of Maryland				Liberty Mutual Insurance Company				Hartford Casualty Insurance Company			
Res No.	Bid Item Number - Name/Address	Probable Cost General Construction	Probable Cost HVAC Construction	Probable Cost Electrical Construction	TOTAL (In Figures)	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	
380907.01	ADAMS 3603 AMARYLLIS DRIVE	\$60,816.49	\$0.00	\$0.00	\$60,816.49	47,499.00	0.00	0.00	47,499.00	82,000.00	0.00	0.00	82,000.00	87,512.00	0.00	0.00	87,512.00	
380907.02	BATES 3305 YONGE STREET	\$59,638.99	\$26,977.48	\$6,879.53	\$93,495.99	84,263.00	19,980.00	6,200.00	110,443.00	56,000.00	29,000.00	8,000.00	93,000.00	86,045.00	29,200.00	6,200.00	121,445.00	
380907.04	CORREIA, JR. 3445 YONGE STREET	\$31,533.75	\$6,390.52	\$1,173.16	\$39,097.43	56,385.00	4,155.00	2,600.00	63,140.00	68,000.00	10,000.00	2,000.00	80,000.00	84,740.00	9,300.00	2,600.00	96,640.00	
380907.05	COVEY, III 3729 AMARYLLIS DRIVE	\$69,286.10	\$0.00	\$0.00	\$69,286.10	64,499.00	0.00	0.00	64,499.00	86,000.00	0.00	0.00	86,000.00	103,694.00	0.00	0.00	103,694.00	
380907.06	EGLER 2359 LOCUST STREET	\$136,460.01	\$21,127.60	\$3,560.50	\$161,148.11	108,501.00	15,245.00	3,600.00	127,346.00	165,000.00	20,000.00	4,000.00	189,000.00	185,516.00	27,700.00	3,600.00	216,816.00	
380907.07	ENGLISH 1402 29TH STREET	\$31,585.94	\$0.00	\$0.00	\$31,585.94	48,198.00	0.00	0.00	48,198.00	39,000.00	0.00	0.00	39,000.00	55,436.00	0.00	0.00	55,436.00	
380907.08	GIRARD 3642 HYACINTH DRIVE	\$46,217.83	\$6,390.52	\$800.71	\$53,409.06	64,897.00	5,495.00	3,000.00	73,392.00	44,000.00	9,000.00	2,000.00	55,000.00	61,736.00	9,700.00	3,000.00	74,436.00	
380907.09	POILANSNE/GUZAK 1331 GRANADA AVENUE	\$61,183.12	\$0.00	\$0.00	\$61,183.12	64,988.00	0.00	0.00	64,988.00	98,000.00	0.00	0.00	98,000.00	107,806.00	0.00	0.00	107,806.00	
380907.10	JOHNSON 3472 LARGA CIRCLE	\$81,992.25	\$13,512.28	\$3,692.47	\$99,197.00	91,329.00	11,770.00	5,000.00	108,099.00	68,000.00	13,000.00	6,000.00	87,000.00	89,699.00	17,200.00	5,000.00	111,899.00	
380907.11	KAUFHOLD 1328 DALE STREET	\$29,356.85	\$10,641.25	\$1,717.68	\$41,715.78	61,233.00	8,985.00	4,300.00	74,518.00	22,000.00	11,000.00	3,000.00	36,000.00	50,262.00	15,500.00	4,300.00	70,062.00	
380907.11	KAUFHOLD 1330 DALE STREET	\$27,039.74	\$10,544.82	\$1,820.11	\$39,404.67	60,199.00	8,795.00	3,800.00	72,794.00	31,000.00	10,000.00	6,000.00	47,000.00	52,771.00	15,500.00	3,800.00	72,071.00	
380907.12	REBMAN, JR. 3401 LARGA CIRCLE	\$82,121.47	\$12,747.63	\$1,466.42	\$96,335.52	74,194.00	10,920.00	2,000.00	87,114.00	69,000.00	12,000.00	2,000.00	83,000.00	84,826.00	16,300.00	2,000.00	103,126.00	
380907.13	MCGRATH/SALERNO 3478 LARGA CIRCLE	\$79,958.74	\$13,891.94	\$1,844.41	\$95,695.10	73,358.00	12,525.00	2,000.00	87,883.00	58,000.00	15,000.00	2,000.00	75,000.00	83,007.00	17,500.00	2,000.00	102,507.00	
380907.14	SCANDIA REALTY GROUP, LLC 2333 ALBATROSS STREET	\$169,502.64	\$0.00	\$0.00	\$169,502.64	91,954.00	0.00	0.00	91,954.00	225,000.00	0.00	0.00	225,000.00	210,547.00	0.00	0.00	210,547.00	
380907.16	SENECALL 2304 PLUM STREET	\$44,054.14	\$0.00	\$0.00	\$44,054.14	53,761.00	0.00	0.00	53,761.00	62,000.00	0.00	0.00	62,000.00	64,185.00	0.00	0.00	64,185.00	
380907.19	GOSSARD 1341 29TH STREET	\$82,041.81	\$5,965.30	\$3,651.62	\$91,658.72	78,630.00	4,425.00	4,500.00	87,555.00	114,000.00	7,000.00	6,000.00	127,000.00	121,665.00	8,300.00	4,500.00	134,465.00	
380907.20	WILDER 3503 LARGA CIRCLE	\$64,293.58	\$0.00	\$0.00	\$64,293.58	55,674.00	0.00	0.00	55,674.00	63,000.00	0.00	0.00	63,000.00	74,210.00	0.00	0.00	74,210.00	
380907.21	LEVINE 3121 LARGA COURT	\$70,411.04	\$3,631.12	\$678.84	\$74,720.99	69,674.00	4,735.00	2,200.00	76,609.00	59,000.00	5,000.00	2,000.00	66,000.00	73,678.00	4,800.00	2,200.00	80,678.00	
380907.22	YOUNG 2260 CATALINA BOULEVARD	\$73,913.53	\$6,451.27	\$1,163.67	\$81,528.47	58,616.00	4,795.00	2,200.00	65,611.00	71,000.00	7,000.00	2,000.00	80,000.00	83,403.00	9,300.00	2,200.00	94,903.00	
				Subtotal	\$1,468,128.86			Subtotal	\$1,461,077.00			Subtotal	\$1,673,000.00			Subtotal	\$1,982,438.00	
				<b>TOTAL</b>	<b>\$1,468,128.86</b>			<b>TOTAL BID</b>	<b>\$1,461,077.00</b>			<b>TOTAL BID</b>	<b>\$1,673,000.00</b>			<b>TOTAL BID</b>	<b>\$1,982,438.00</b>	

RESOLUTION NO. 2018-0096

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY, AWARDING A CONTRACT TO  
NUERA CONTRACTING LP IN THE AMOUNT OF  
\$1,461,077 FOR PHASE 9, GROUP 7, PROJECT  
NO. 380907, OF THE SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY'S QUIETER  
HOME PROGRAM

WHEREAS, the San Diego County Regional Airport Authority ("Authority") has established a residential sound insulation program, known as the Quieter Home Program ("Program"), to reduce aircraft noise levels in the homes of residents living within the highest noise-impacted neighborhoods surrounding San Diego International Airport ("Airport"); and

WHEREAS, Phase 9, Group 7, of the Program will include installation of new acoustical windows, doors, and ventilation improvements to reduce aircraft-related noise levels inside the homes; and

WHEREAS, Phase 9, Group 7, of the Program provides sound attenuation to nineteen (19) historic single-family units on nineteen (19) residential properties located east and west of the Airport; and

WHEREAS, the Authority issued a Bid Solicitation Package for Phase 9, Group 7, on July 13, 2018; and

WHEREAS, on August 13, 2018, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the apparent low bidder Nuera Contracting LP submitted a bid of \$1,461,077.00 and the Authority's staff has duly considered the bid and has determined Nuera Contracting LP is responsible and that its bid is responsive in all material respects; and

WHEREAS, the San Diego County Regional Airport Authority Board ("Board") believes that it is in the best interest of the Authority and the public that it serves to award Nuera Contracting LP the lowest bidder, the contract for Phase 9, Group 7, 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 Nuera Contracting LP in the amount of \$1,461,077 for Phase 9, Group 7, Project No. 380907, of the San Diego County Regional Airport Authority's Quieter Home Program; and

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

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

BE IT FURTHER RESOLVED that the Board of the San Diego County Regional Airport Authority finds that this is a "project" as defined by the California Environmental Quality Act ("CEQA"), Cal. Pub. Res. Code §21065; and is a "development," as defined by the California Coastal Act, Cal. Pub. Res. Code §30106 and that the individual Quieter Home Program projects are categorically exempt from the CEQA under Cal. Code Regs. §15301(f), "Existing Facilities," and are exempt from coastal permit requirements under Cal. Pub. Res. Code §§30610(a) and 30610(b) and 14 Cal. Code Regs. §§13250 and 13253.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a special meeting this 13<sup>th</sup> day of September, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

**STAFF REPORT**

Meeting Date: **SEPTEMBER 13, 2018**

**Subject:**

**Approve and Authorize the President/CEO to Negotiate and Execute an On-Call Airport Signage Fabrication and Repair Service Agreement with Sign Age Identity Systems, Inc.**

**Recommendation:**

Adopt Resolution No. 2018-0097, approving and authorizing the President/CEO to negotiate and execute an on-call airport signage fabrication and repair service agreement with Sign Age Identity Systems, Inc. for a term of three years, with the option for two one-year extensions exercisable at the sole discretion of the President/CEO, for an amount not-to-exceed \$2,000,000

**Background/Justification:**

On April 20, 2018, the San Diego County Regional Airport Authority (“Authority”) issued a Request for Proposal (“RFP”) for provision of on-call airport signage fabrication and repair services. The RFP included services including but are not limited to: fabrication, modification, installation, removal, repair, maintenance and cleaning of airport terminal informational and wayfinding signage and roadway system signage.

On May 30, 2018, the Authority received two responses to the RFP from Stanford Sign & Awning, Inc. and Sign Age Identity Systems, Inc.

On July 2, 2018, the Authority’s Evaluation Panel (“Panel”), which was comprised of representatives from Facilities Management and Airside and Terminal Operations interviewed the two repondents. The scoring criteria used to evaluate the firms was a weighted criteria of seven factors: the firm’s organizational structure and prior experience; prior experience of the firm’s primary staff; proposed approach to perform services; sustainability; proposed fees; renderings; and small business preference under Authority Policy 5.12.

The final ranking matrix from the Panel is as follows:

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Total	Rank
Sign Age Identity Systems Inc.	1	1	1	1	1	5	1
Stanford Sign & Awning Inc.	2	2	2	2	2	10	2

Combined Scores	SB Preference	Cost / Fees	Prior Organization Experience	Primary Staff	Work Plan	Renderings	Sustainability	Total
Sign Age Identity Systems Inc.	250	1250	1200	1100	645	220	205	4870
Stanford Sign & Awning Inc.	0	1000	800	500	330	90	155	2875

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**Page 2 of 3**

The top firm selected by the Panel is Sign Age Identity Systems, Inc. A brief background of the selected vendor is provided:

Sign Age Identity Systems, Inc.

- Sign Age is a certified small business, San Diego Based firm founded in 1998.
- Fabricates, installs and maintains signage for every commercial interior and exterior application including architectural, dimensional, ADA, industrial and directional.
- SDIA's signage service provider for the past five years.
- Signage subcontractor to Turner Construction and Austin Sundt for the Green Build, Rental Car Center and Parking Plaza, respectively.
- Clients include SDIA, UCLA, The City of Anaheim, and the Cross Border Xpress.

Staff recommends the award of an On-Call Airport Signage Fabrication and Repair Services Agreement to Sign Age Identity Systems, Inc. for a term of three years, with the option for two one-year extensions exercisable at the discretion of the President/CEO, for an amount not-to-exceed \$2,000,000.

**Fiscal Impact:**

Adequate funding for the airport signage fabrication and repair service agreement is included in the adopted FY 2019 and conceptually approved FY 2020 Operating Expenses Budgets with the Airside and Terminal Operations Annual Repair and Service Contracts line item. The expense for this contract that will impact budget years as not yet adopted or approved by the Board will be included in future year budget requests.

**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 Sign Age Identity Systems, Inc. received 5% small business preference.

**Prepared by:**

JEFF RASOR  
DIRECTOR, AIRSIDE AND TERMINAL OPERATIONS

RESOLUTION NO. 2018-0097

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN ON-CALL AIRPORT SIGNAGE FABRICATION AND REPAIR SERVICE AGREEMENT WITH SIGN AGE IDENTITY SYSTEMS, INC. FOR A TERM OF THREE YEARS, WITH THE OPTION FOR TWO ONE-YEAR EXTENSIONS EXERCISABLE AT THE SOLE DISCRETION OF THE PRESIDENT/CEO, FOR AN AMOUNT NOT-TO-EXCEED \$2,000,000

WHEREAS, on April 20, 2018 the San Diego County Regional Airport Authority (“Authority”) issued a Request for Proposals (“RFP”) for the provision of on-call airport signage fabrication and maintenance services; and

WHEREAS, on May 30, 2018, the Authority received two responses to the RFP from Stanford Sign & Awning, Inc. and Sign Age Identity Systems, Inc., in response to the RFP; and

WHEREAS, on July 2, 2018, the Authority’s Evaluation Panel (“Panel”), which was comprised of representatives from Facilities Management and Airside and Terminal Operations interviewed the two respondents; and

WHEREAS, the scoring criteria used to evaluate the firms was weighted criteria of seven factors: the firm’s organizational structure and prior experience; prior experience of the firm’s primary staff; proposed approach to perform services; sustainability; proposed fees; renderings; and small business preference under Authority Policy 5.12; and

WHEREAS, upon conclusion of the evaluation process, the Panel ranked Sign Age Identity Systems, Inc. first and Stanford Sign & Awning, Inc. second.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to negotiate and execute an on-call airport signage fabrication and repair service agreement with Sign Age Identity Systems, Inc. for a term of three years, with the option for two one-year extensions exercisable at the sole discretion of the President/CEO, for an amount not-to-exceed \$2,000,000; and

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized 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 special meeting this 13<sup>th</sup> day of September, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

---

TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 6, 2018**

### **Subject:**

**Approve and Authorize the President/CEO to Execute an On-Call Pest Management Services Agreement with Cartwright Termite & Pest Control, Incorporated**

### **Recommendation:**

Adopt Resolution No. 2018-0098, approving and authorizing the President/CEO to execute an On-Call Pest Management Services Agreement with Cartwright Termite & Pest Control, Incorporated, for a term of three years, with the option for two one-year extensions exercisable at the sole discretion of the President/CEO, in an amount not-to-exceed \$5,000,000.

### **Background/Justification:**

The Authority is responsible for controlling the potential negative impacts of pests on the health and safety of the visiting and traveling public, our tenants, and staff. The Authority must also control the potential detrimental impacts of pests on building materials, furnishings, and other infrastructure. This On-call Pest Management Services Agreement is the primary means for preventing and managing pests, such as rodents, ants, flies, and bees at the airport and at off-airport Authority-owned facilities, including tenant and concession spaces.

Previous pest management service Agreements have focused on eliminating and controlling pests and remediating their impacts. Over the last 5 years, the variety of pests and their populations have been significantly reduced. As such, this On-call Pest Management Services Agreement seeks to apply an integrated pest management (or IPM) approach to eliminating the potential impacts of pests. The IPM approach identifies the conditions that promote or support the pest (food, water, and harborage) so that these conditions can be eliminated or suppressed. The IPM approach uses education, inspection, sanitation, habitat modification, and exclusion, as the primary means of eliminating pests, so that the use of pesticides is minimal.

The current pest management services Agreement was executed in 2013. The Agreement has been amended to increase the total not-to-exceed value of the Agreement to approximately \$7,358,000. With each successive year of pest management services under the Agreement, both the number of pests and the cost of services have decreased. In the 4th year of the current Agreement, expenditures were approximately \$1,000,000, and during the 5<sup>th</sup> and final year, expenditures were approximately \$750,000. Given the amount of demolition and construction expected over the next 3 to 5 years (which could trigger additional pest concerns), the total not-to-exceed amount for this Agreement is \$5,000,000.

On May 28, 2018, the Authority published a Request for Proposals (RFP) to provide professional pest management services.

## Page 2 of 3

On June 28, 2018, the Authority received proposals from the following four entities, with all respondents being deemed responsive: Agricultural Pest Control Services; Cartwright Termite & Pest Control, Incorporated; Corky's Pest Control, Incorporated; and Round the Clock Pest Control, Incorporated.

The evaluation criteria used to evaluate the firms was a weighted criteria of six factors: prior company experience and skill; prior experience of the company's primary staff; a work plan; sustainability; proposed fees; and small business preference under Authority Policy 5.12. The Authority's Evaluation Panel ("Panel"), which was comprised of one representatives from Environmental Affairs, one from Facilities Development, one from Facilities Management, one from Risk Management, and one from Terminals and Tenants conducted a thorough review of all proposals. All four of the firms were invited to interview on August 15, 2018, after which the firms were ranked as follows

<b>Rankings</b>	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Total	Rank
Agricultural Pest Control Services	3	2	2	4	2	13	2
Cartwright Termite & Pest Control, Incorporated	1	1	1	1	1	5	1
Corky's Pest Control, Incorporated	4	4	3	3	3	17	4
Round the Clock Pest Control, Incorporated	2	3	4	2	4	15	3

<b>Combined Scores</b>	Organizational Experience & Skill	Primary Staff	Work Plan	Sustainability	Cost & Fees	SB Preference	Total
Agricultural Pest Control Services	750	950	760	250	700	250	3660
Cartwright Termite & Pest Control, Incorporated	1100	1125	840	410	1000	250	4725
Corky's Pest Control, Incorporated	4925	950	740	130	800	0	3545
Round the Clock Pest Control, Incorporated	825	875	720	310	900	0	3630

1. Cartwright Termite & Pest Control, Incorporated
2. Agricultural Pest Control Services
3. Round the Clock Pest Control, Incorporated
4. Corky's Pest Control, Incorporated

The top firm selected by the panel was Cartwright Termite & Pest Control, Incorporated. A brief background of the selected vendor is provided:

#### Cartwright Termite & Pest Control, Incorporated

Cartwright Termite & Pest Control, Incorporated is a locally owned and operated pest control service company founded in 1962. The company possesses all the sufficient licenses and permits to perform the services requested by the Authority. Cartwright Termite & Pest Control, Incorporated currently provides pest management services for the Authority and to the San Diego Padres at Petco Park, the US Marine Corp at Marine Corp Air Station Miramar, the San Diego Metropolitan Transit System, and the California Department of Corrections.

**Fiscal Impact:**

Adequate funding for pest management is included in the adopted FY 2019 and conceptually-approved FY 2020 Operating Expense Budgets within the Planning & Environmental Affairs Department’s Maintenance - Annual Repair & Service Contracts item. Expenses for FY 2020 through FY 2023 will be included in future year budget requests.

**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 Cartwright Termite & Pest Control received % small business preference.

**Prepared by:**

BRENDAN REED  
DIRECTOR, PLANNING & ENVIRONMENTAL AFFAIRS

RESOLUTION NO. 2018-0098

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN ON-CALL PEST MANAGEMENT SERVICES AGREEMENT WITH CARTWRIGHT TERMITE & PEST CONTROL, INCORPORATED, FOR A TERM OF THREE YEARS, WITH THE OPTION FOR TWO ONE-YEAR EXTENSIONS EXERCISABLE AT THE SOLE DISCRETION OF THE PRESIDENT/CEO, IN AN AMOUNT NOT-TO-EXCEED \$5,000,000

WHEREAS, the Authority is responsible for controlling the potential negative impacts of pests on the health and safety of the visiting and traveling public, our tenants, and staff; and

WHEREAS, the Authority must also control the potential detrimental impacts of pests on building materials, furnishings, and other infrastructure; and

WHEREAS, the Authority seeks professional pest management services as the primary means for preventing and managing pests, such as rodents, ants, flies, and bees at the airport and at off-airport Authority-owned facilities, including tenant and concession spaces; and

WHEREAS, the Authority has expended approximately \$7,358,000 for professional pest management services over the last 5 years and, given the amount of demolition and construction expected over the next 3 to 5 years (which could trigger additional pest concerns), staff recommends that the not-to-exceed amount of this Agreements for a 5-year period be \$5,000,000; and

WHEREAS, on May 28, 2018, the Authority published a Request for Proposals to provide professional pest management services and received proposals from Agricultural Pest Control Services, Cartwright Termite & Pest Control, Incorporated, Corky's Pest Control, Incorporated, and Round the Clock Pest Control, Incorporated; and

WHEREAS, on August 15, 2018, at the conclusion of the evaluation process, the Authority's Evaluation Panel ranked Cartwright Termite & Pest Control, Incorporated, first.

NOW, THEREFORE, BE IT RESOLVED that the Board approves and authorizes the President/CEO to execute an On-Call Pest Management Services Agreement with Cartwright Termite & Pest Control, Incorporated, for a term of three years, with the option for two one-year extensions exercisable at the sole discretion of the President/CEO, in an amount not-to-exceed \$5,000,000; and

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized 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 special meeting this 13<sup>th</sup> day of September, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 13, 2018**

### **Subject:**

**Approve and Authorize the President/CEO to Execute an On-Call Roadway Painting and Slurry Sealing Service Agreement with Statewide Stripes, Inc.**

### **Recommendation:**

Adopt Resolution No. 2018-0099, approving and authorizing the President/CEO to execute an on-call roadway painting and slurry sealing service agreement with Statewide Stripes, Inc., for a term of three years, with the option for two one-year extensions exercisable at the discretion of the President/CEO, for a total not-to-exceed amount of \$5,772,873.

### **Background/Justification:**

On June 13, 2018, the San Diego County Regional Airport Authority (“Authority”) published a Request for Proposals (“RFP”) for on-call roadway painting and slurry sealing services. This service contract will be the primary means for professional landside and airside pavement surface painting, paint removal; crack sealing, and slurry seal application services at San Diego International Airport (“SDIA”). The RFP required respondents to submit per unit pricing for the proposed five year term of the agreement.

On July 17, 2018, the Authority’s Procurement Department received responses to the RFP from the following two entities: Payco Specialties, Inc. and Statewide Stripes, Inc. Upon review of proposals received, the Procurement Department determined that the two proposals were responsive.

On August 2, 2018 and August 9, 2018, the Authority’s Selection Panel (“Panel”), which was comprised of representatives from Facilities Management, Airside Operations, and Environmental Affairs, interviewed the two respondents. During the interviews each respondent provided a presentation of its qualifications and responded to prepared questions.

After the interview the Panel evaluated respondents using weighed criteria of six factors: the organization’s overall experience and qualifications; skill and experience of personnel who would interact with Authority staff in the performance of services; planned procedures and methodology for performing services; cost; the firm’s sustainable practices; and, eligibility for small business participation under Authority Policy 5.12, Preference to Small Business.

The final ranking matrix from the Panel is as shown:

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Total	Final Rank
Payco Specialties, Inc.	2	2	2	2	8	2
Statewide Stripes, Inc.	1	1	1	1	4	1

The Panel unanimously ranked Statewide Stripes, Inc. as the best qualified respondent to provide services based on the evaluation criteria and interview.

A brief background of the top ranked firm is provided:

Statewide Stripes, Inc.

- Comprehensive pavement marking removal and striping DBE contactor servicing the San Diego business community since 1986.
- SDIA's on-call roadway painting and slurry sealing service contractor for the past 13 years.
- Specializes in airfield markings for commercial and military facilities.

The per unit pricing submitted multiplied by the estimated unit quantities, provided a five year estimated total cost for services of \$5,772,873. Based on the Panel's evaluation of the two respondents and its finding that Statewide Stripes was the best qualified overall, staff recommends awarding the on-call roadway painting and slurry sealing service agreement to Statewide Stripes, Inc., for a term of three years, with the option for two one-year extensions exercisable at the discretion of the President/CEO, for a total not-to-exceed amount of \$5,772,873 for five years.

**Fiscal Impact:**

Adequate funding for the on-call roadway painting and slurry seal service agreement is included in the adopted FY 2019 and conceptually approved FY 2020 Operating Expense Budgets within the Facilities Management Annual Repair and Service Contracts line item. The expense for this contract that will impact budget years not yet adopted or approved by the Board will be included in future year budget requests.

**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 a "project" subject to the California Environmental Quality Act that is consistent with a Categorical Exemption under CEQA Section 15301 – Existing Facilities – Class 1, which consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond the existing use.
- 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) 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, Statewide Stripes, Inc. did receive the 5% small business preference.

**Prepared by:**

DAVID LAGUARDIA  
DIRECTOR, FACILITIES MANAGEMENT

RESOLUTION NO. 2018-0099

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN ON-CALL ROADWAY PAINTING AND SLURRY SEALING SERVICE AGREEMENT WITH STATEWIDE STRIPES, INC., FOR A TERM OF THREE YEARS, WITH THE OPTION FOR TWO ONE-YEAR EXTENSIONS EXERCISABLE AT THE DISCRETION OF THE PRESIDENT/CEO, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$5,772,873

WHEREAS, on June 13, 2018, the San Diego County Regional Airport Authority (“Authority”) published a Request for Proposals (“RFP”) for on-call roadway painting and slurry sealing services at San Diego International Airport; and

WHEREAS, the on-call agreement will be the primary means for professional landside and airside pavement surface painting, paint removal, crack sealing, and slurry seal application services; and

WHEREAS, on July 17, 2018, the Authority’s Procurement Department received two responses to the RFP from the following two entities: Payco Specialties, Inc. and Statewide Stripes, Inc.; and

WHEREAS, August 2, 2018 and August 9, 2018, the Authority’s Selection Panel (“Panel”), which was comprised of representatives from Facilities Management; Airside Operations; and, Environmental Affairs, interviewed the two respondents where each respondent provided a presentation of its qualifications and responded to prepared questions; and

WHEREAS, after the interview the Panel evaluated respondents using weighed criteria of six factors: the organization’s overall experience and qualifications; skill and experience of personnel who would interact with Authority staff in the performance of services; planned procedures and methodology for performing services, cost; the firm’s sustainable practices; and, eligibility for small business participation under Authority Policy 5.12, Preference to Small Business; and

WHEREAS, upon conclusion of the evaluation process, the panel unanimously ranked Statewide Stripes, Inc. as the best qualified respondent to provide services based on the evaluation criteria and interview.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute an on-call roadway painting and slurry sealing service agreement with Statewide Stripes, Inc., for a term of three years, with the option for two one-year extensions exercisable at the discretion of the President/CEO, for a total not-to-exceed amount of \$5,772,873; and

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

BE IT FURTHER RESOLVED that this a "project" subject to the California Environmental Quality Act that is consistent with a Categorical Exemption under CEQA Section 15301 – Existing Facilities – Class 1; and that it 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 special meeting this 13<sup>th</sup> day of September, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 13, 2018**

### **Subject:**

**Award and Authorize the President/CEO to Execute an Agreement for Parking Management Services**

### **Recommendation:**

Adopt Resolution No. 2018-0100, awarding and authorizing the President/CEO to execute an agreement with Ace Parking Management, Inc. for Parking Management Services for a term of three (3) years with an option for two (2) one-year extensions in an amount not to exceed thirty-eight million dollars (\$38,000,000).

### **Background/Justification:**

Providing Parking Services for San Diego International Airport (SDIA) is a revenue-generating enterprise. In Fiscal Year 2017 over 1.2 million vehicles parked in Authority owned/operated lots and generated approximately \$41 million in revenue, which amounts to approximately 34 percent of the airport's non-aviation revenue. As such an important source of revenue to SDIA, ensuring that the parking enterprise is properly managed is critical to maximizing revenue.

Management models for parking operations at airport facilities vary depending on the goals of the owner. The most common management models are: fully self-managed, partially self-managed, and fully contractor-managed –

1. Fully self-managed parking systems are those where the daily decision making resides with the owner of the parking facility, program or services. This is an internal approach where no or very little outside management resources are utilized and the major management tasks are completed internally.
2. Partially self-managed systems are typically those where a private entity outside the system's owner provides some management functions. An example of this would be if an airport outsourced day-to-day operations of the parking facilities to an outside company, but maintained all other facets of parking management.

In a fully contractor-managed operation, all facets of the operation are outsourced to an outside contractor. In a fully contractor-managed arrangement, the owner typically maintains strategic decision making for the system. The strategic decisions typically include: rate setting, capital improvement planning, and overall program goals and objectives.

Most airport facilities of the scale and revenue of SDIA are fully contractor-managed for the following reasons:

- The operator/management company assumes all the responsibility for day-to-day management of the parking facilities including appropriate staffing, payroll, cleanup, cash/revenue management, etc. thereby relieving the owner's personnel of these day-to-day activities;
- Many third-party management firms may offer additional services and functions that have been implemented at other locations. It may be easier for an owner to implement these types of systems through the third-party management firm than to procure from another outside provider;
- As a private entity providing services, the third-party management firm takes responsibility for managing staffing levels required to service the contract. Third-party management firms can, more nimbly than the owner, draw staff from an existing local or national pool of resources when additional staffing is required. Similarly, the third-party management firm can reassign existing employees to other local or national assignments when staffing reductions are needed.

Within the management model of fully contractor-managed facilities, there are two predominant relationship structures between the owner and the service provider - management fee and lease.

With a management fee, the owner agrees to pay a set fee to the parking management entity to perform a specific set of duties. Any revenue from the parking system or asset goes to the owner. The owner is also responsible for paying all necessary expenses incurred in operating the parking facilities. The owner assumes the majority of risk in the management fee arrangement, reaps financial reward for successful operation, and has strategic decision-making authority.

With a lease, the contractor agrees to manage an airport's parking asset and assume risk and decision-making authority in exchange for a negotiated payment to the airport. At base, the contractor agrees to pay a set amount to the owner regardless of revenue generated by the parking operation. The contractor makes all decisions including parking rates to charge, hours of operation, service offerings, and staffing levels. The contractor is also responsible for all associated operational costs. The contractor assumes the majority of the risks in the lease arrangement, reaps financial reward for successful operation, and has strategic decision-making authority.

Most airport facilities of the scale and revenue of SDIA utilize a management fee for the following reasons:

- The airport owner maintains control over the parking operation strategic vision to ensure it aligns with the overall airport vision.
- The airport captures any revenue that exceeds expectations rather than the benefit going to the operator.

SDIA currently utilizes a fully contractor-managed operations model with a management fee relationship structure. Other airports in California, and airports of similar size across the United States, that utilize a similar model are -

- Bob Hope Airport (BUR)
- Chicago Midway International Airport (MDW)
- Fort Lauderdale/Hollywood International Airport (FLL)
- Fresno-Yosemite International Airport (FAT)
- John Wayne Airport-Orange County (SNA)
- Los Angeles International Airport (LAX)
- Metropolitan Oakland International Airport (OAK)
- Norman Y Mineta San Jose International Airport (SJC)
- Ontario International Airport (ONT)
- Phoenix Sky Harbor International Airport (PHX)
- Sacramento International Airport (SMF)
- Salt Lake City International Airport (SLC)
- San Francisco International Airport (SFO)
- Seattle-Tacoma International Airport (SEA)

Management of SDIA public and employee parking lots and supervision of the commercial ground transportation system are provided through an agreement with a private company. The agreement with the current SDIA service provider, Ace Parking Management, Inc. expired on August 31, 2018 and has been extended to continue until September 30, 2018. The current provider employs approximately 180 staff to deliver the services at a cost of approximately \$6.5 million per year, which includes all labor, overhead, equipment outlays, and management fees.

Parking management responsibilities at SDIA cover a variety of services, including:

- Management and operation of the parking enterprise at SDIA, which includes:
  - Public parking facilities (currently totaling approximately 8,936 spaces);
  - Valet parking at Terminal 1 and Terminal 2;
  - Public parking reservation system;
  - Terminal 2 West Lot customer service cart program;
  - Employee parking (for all airport employees) in Authority-owned/operated lots (currently totaling 2,031 spaces);
  - Light maintenance, including sweeping, trash pick-up, power washing, and striping.
- Roving private security in all parking facilities;
- Customer service representative (CSR) functions at the taxicab, transportation network companies (TNC), and shuttle-for-hire hold lots;
- CSR and taxicab vehicle dispatch functions at the transportation islands at Terminal 1 and Terminal 2; and
- Other services supporting the Airport's roadway access system, signage, and emergency response operations.

New Agreement

The term of the proposed agreement is three (3) years with an option for two (2) one-year extensions, which may be exercised at the sole discretion of the President/CEO. The agreement is structured with control checks in place that allow the Authority close supervision of the contractor's daily operations and fiscal processes. The agreement is based on payment of a base management fee and reimbursement of reasonable expenses incurred as specified in the agreement. The Authority coordinates and approves all capital outlays and any non-personnel expenses. The Authority may control staffing levels so that any unexpected needs may be met. This type of agreement allows flexibility to quickly adjust staffing levels and procure necessary equipment to meet rapidly changing situations while maintaining the Authority's overall control of expenses.

**Parking Management Services Company Selection Process**

The Authority issued a Request for Proposals (RFP) for parking management services on June 12, 2018. On June 26, 2018, the Authority hosted a pre-submittal meeting, open to all interested parties, to review the proposal requirements, take questions specific to the RFP process and parking management operations, and review the specifics of the proposed agreement.

On July 9, 2018, the Authority received two responses from companies in the parking management industry. The respondents included ACE Parking Management, Inc. and LAZ Parking.

On August 3, 2018, all of the respondents presented detailed submittals and comprehensive in-person presentations. The evaluation panel concluded that Ace Parking Management, Inc. is the most qualified company. The panel recommended that Ace Parking Management, Inc. be awarded the agreement for parking management services at SDIA.

The evaluation panel's final scores for each respondent are listed in the following table:

<b>Combined Scores</b>	<b>Worker Retention Program</b>	<b>Cost / Fees</b>	<b>Organizational Structure, Prior Experience, and Sustainability</b>	<b>Key Personnel, Team Capabilities, and Subcontractor's</b>	<b>Work Plan</b>	<b>Financial Statements</b>	<b>Total</b>
Ace Parking Management, Inc.	12	1800	480	1200	1410	180	5082
LAZ Parking Nevada LLC	12	1620	450	1050	1140	145	4417

**Ace Parking Management, Inc.**

Ace Parking, a San Diego based company that has significant experience in parking management both across the country and at SDIA. Experience at other airports includes Los Angeles International Airport, Phoenix Sky Harbor Airport, Tucson International Airport, and more. As a local company, Ace Parking is able to provide local cost effective support services including accounting, human resources, and corporate expertise. In addition to Ace Parking's corporate resume, they proposed strong local on-site leadership with a depth of experience at other airports as well as SDIA. With Ace Parking's detailed knowledge of the existing operations, they provided the strongest work plan, which included proposed cost savings measures through incorporating data analytics to better manage staffing and strategies to enhance revenue. All of these factors led to a clear panel recommendation that Ace Parking be awarded the parking management services agreement.

**Fiscal Impact:**

Adequate funding for the Ace Parking Management Inc. agreement is included in the adopted FY 2019 and conceptually approved FY 2020 Operating Expense Budgets within the Contractual Services line item. This agreement impacts budget years that have not been adopted and the expense will be included in those future years.

**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, as an administrative 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.

The Authority has an Airport Concession Disadvantaged Business Enterprise (“ACDBE”) Plan as required by the U.S. Department of Transportation, 49 Code of Federal Regulations (CFR) Part 23. The ACDBE Plan calls for the Authority to submit a triennial overall goal for ACDBE participation on all concession projects.

This solicitation is an airport concession management contract opportunity; therefore, it will be applied toward the Authority’s overall ACDBE goal. ACE Parking Management, Inc. committed to using ACDBEs whenever possible to help the Authority achieve its ACDBE goal. Additionally, ACDBE Parking Management, Inc. committed to utilizing ACDBE vendors TSCM Corporation and Image Concepts to achieve ACDBE participation of approximately \$250,000/year.

**Prepared by:**

MARC NICHOLS  
DIRECTOR, GROUND TRANSPORTATION

RESOLUTION NO. 2018-0100

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AWARDED AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH ACE PARKING MANAGEMENT, INC. FOR PARKING MANAGEMENT SERVICES FOR A TERM OF THREE (3) YEARS WITH AN OPTION FOR TWO (2) ONE-YEAR EXTENSIONS IN AN AMOUNT NOT TO EXCEED THIRTY-EIGHT MILLION DOLLARS (\$38,000,000)

WHEREAS, the San Diego County Regional Airport Authority (the "Authority") has established a need for qualified firms to manage its parking services at San Diego International Airport ("Airport"); and

WHEREAS, on June 12, 2018 the Authority issued a Request for Proposals for Parking Management Services ("RFP for Parking Management"); and

WHEREAS, on July 16, 2018, the Authority received two (2) proposals for Parking Management Services; and

WHEREAS, the Authority conducted a competitive process including the evaluation of proposals and interviews of the top ranked respondents; and

WHEREAS, the proposals were evaluated based upon the following Criteria - Proposed Fees/Cost to Airport; Organizational Structure, Prior Experience and Sustainability; Key Personnel, Team Capabilities, and Subcontractors; Work Plan; and Financial Statements (Viability); and

WHEREAS, additional consideration was given in the evaluation process for proposals that met or exceeded the required standards for small business participation and worker retention; and

WHEREAS, on August 3, 2018, a staff evaluation panel interviewed the two (2) proposers and recommended Ace Parking Management, Inc. ("Ace") as the most qualified firm.

NOW, THEREFORE BE IT RESOLVED, that the Board hereby awards and authorizes the President/CEO to execute an agreement with Ace Parking Management, Inc. for Parking Management Services for a term of three (3) years with two (2) one-year options in an amount not to exceed thirty-eight million dollars (\$38,000,000.00), upon the terms and conditions set forth in the proposal, with such minor changes or modifications as the Authority President/Chief Executive Officer

(CEO) or designee may deem to be in the best interest of the Authority and the public that it serves; and

BE IT FURTHER RESOLVED that the President/CEO or designee hereby is AUTHORIZED, upon approval as to form by the General Counsel, to execute such agreement with Ace Parking Management, Inc.; and

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

BE IT FURTHER RESOLVED by the Board that it finds that this Board 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 special meeting this 13th day of September, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

Item 15



# Parking Management Services Contract Award

Presented by

Marc Nichols

Director - Ground Transportation

September 13, 2018



## Title

Award and Authorize the President/CEO to Execute an Agreement for Parking Management Services



## Scope of Work

- Manage parking facilities
  - Public parking
    - T1
    - T2PP
    - T2W
    - Valet
    - LT Lot 1
    - Economy Lot
    - Employee Parking
  - Security
  - Customer Service Reps (CSRs) and Cashier
  - Taxi and TNC CSRs
  - Maintenance, management, systems
  - Reservations, corporate parking, etc.
  - Parking cards & access control



# Compensation Elements

- Stated management fee
- Budget Reconciliation
  - Reimbursement of any excess expense to Authority
  - Contractor receives up to 50% of amounts saved
    - No more than \$150K per year
- Expense reimbursement
  - Employee labor
  - Materials, supplies, and services
  - Rental vehicles and equipment
  - Employee training
  - Utilities



## RFP Process

- June 12 - Issued RFP
- July 16 - 2 proposals received
- August 3 - Respondents interviewed
- September 13 - Recommendation presented to Board
- September 20 - Agreement signed
- October 1 - New agreement start date



## Panel Members

1. VP - Finance and CFO
2. Director - Ground Transportation
3. Manager - Finance
4. Manager - Ground Transportation
5. Director - Information and Technology Services
6. Consultant



## Respondents

- Ace Parking Management, Inc.
- LAZ Parking Nevada, LLC

# Scoring

<b>Combined Scores</b>	<b>Worker Retention Program</b>	<b>Cost / Fees</b>	<b>Organizational Structure, Prior Experience, and Sustainability</b>	<b>Key Personnel, Team Capabilities, and Subcontractor's</b>	<b>Work Plan</b>	<b>Financial Statements</b>	<b>Total</b>
Ace Parking Management, Inc.	12	1800	480	1200	1410	180	5082
LAZ Parking Nevada LLC	12	1620	450	1050	1140	145	4417



## Recommendation -

Adopt Resolution No. 2018-xxxx, awarding and authorizing the President/CEO to execute an agreement with Ace Parking Management, Inc. for Parking Management Services for three (3) years with an option for two (2) one-year extensions in an amount not to exceed amount thirty-eight million dollars (\$38,000,000).



QUESTIONS?

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 13, 2018**

### **Subject:**

**Award and Authorize the President/CEO to Execute an Agreement for Airport Shuttle Services**

### **Recommendation:**

Adopt Resolution No. 2018-0101, awarding and authorizing the President/CEO to execute an agreement with Ace Parking Management, Inc. for Airport Shuttle Services for a term of three (3) years with an option for two (2) one-year extensions in an amount not to exceed of forty-five million dollars (\$45,000,000).

### **Background/Justification:**

On-airport courtesy shuttle services at San Diego International Airport (SDIA) are provided for the accommodation and convenience of airport passengers, employees, and the public. The courtesy shuttle services covered under this agreement include public parking, employee parking, and inter-terminal shuttle. Rental Car Center Shuttle operations are covered under a separate agreement. In Fiscal Year 2017, over 1.2 million vehicles per year parked in Authority owned/operated lots and generate approximately \$41 million in revenue, which amounted to approximately 34 percent of the airport's non-aviation revenue. Since parking is such an important source of revenue to SDIA, ensuring the shuttle service supporting the parking enterprise is properly managed is critical to maximizing revenue.

Management models for shuttle operations at airport facilities vary depending on the goals of the owner. The most common management models are: fully self-managed, partially self-managed, and fully contractor-managed.

1. Fully self-managed shuttle operations are those where the daily decision making resides with the owner of the parking facility, program, or services. This is an internal approach where no or very little outside management resources are utilized and the major management and operations tasks are completed internally.
2. Partially self-managed systems are typically those where a private entity outside the system's owner provides some of management functions. An example of this would be if an airport outsourced day-to-day operations of the shuttle services to an outside company while maintaining all other facets of management.

3. In a fully contractor-managed operation, all facets of the operation are outsourced to an outside contractor. In a fully contractor-managed arrangement, the owner typically maintains strategic decision making for the system. These decisions typically include: route headways, staffing levels, vehicle requirements, capital improvement planning, and overall program goals and objectives.

Most airport facilities of the scale and revenue of SDIA are fully contractor-managed for the following reasons:

- The operator/management company assumes all the responsibility for day-to-day management of the shuttle service including appropriate staffing, payroll, cleanup, cash/revenue management, etc. thereby relieving the owner's personnel of these day-to-day activities;
- Many third-party management firms may offer additional services and functions that have been implemented at other locations. It may be easier for an owner to implement these types of systems through the third-party management firm than to procure from another outside provider; and,
- As a private entity providing services, the third-party management firm takes responsibility for managing staffing levels required to service the contract. Third-party management firms can, more nimbly than the owner, draw staff from an existing local or national pool of resources when additional staffing is required. Similarly, the third-party management firm can reassign existing employees to other local or national assignments when staffing reductions are needed.

SDIA currently utilizes a fully contractor-managed operations model with a management fee relationship structure. Other airports in California and airports of similar size across the United States that utilize a similar model are –

- Bob Hope Airport (BUR)
- Chicago Midway International Airport (MDW)
- Fort Lauderdale/Hollywood International Airport (FLL)
- John Wayne Airport-Orange County (SNA)
- Los Angeles International Airport (LAX)
- Metropolitan Oakland International Airport (OAK)
- Norman Y Mineta San Jose International Airport (SJC)
- Ontario International Airport (ONT)
- Phoenix Sky Harbor International Airport (PHX)
- Sacramento International Airport (SMF)
- Salt Lake City International Airport (SLC)
- San Francisco International Airport (SFO)
- Seattle-Tacoma International Airport (SEA)

Shuttle service for SDIA public and employee parking lots and Inter-Terminal shuttle are provided through an agreement with a private company. The agreement with the current SDIA service provider, Ace Parking Management, Inc. expired on August 31, 2018 and has been extended to continue until September 30, 2018. The current provider employs approximately 130 staff to deliver the services at a cost of approximately \$8 million per year, which includes all labor, overhead, vehicles, fuel, and management fees.

The scope of the airport shuttle services operation includes:

- Providing/leasing airport shuttle vehicles;
- Operating courtesy shuttle service throughout airport terminals and Authority-owned parking lots 24 hours per day, 365 days per year;
- Operating shuttle service for on-demand airside tours and other special services;
- Maintaining shuttle vehicles (includes cleaning, repairs, replacement and liability);
- Fueling shuttle vehicles; and,
- Hiring and managing shuttle operations personnel.

#### New Agreement

The term of the proposed agreement is three (3) years with an option for two (2) one-year extensions, which may be exercised at the sole discretion of the President/CEO. The proposed reimbursement is at a flat hourly rate per hour of shuttle operation, plus reimbursement of reasonable expenses incurred as specified in the agreement. The flat hourly rate includes all costs for operation of the shuttle service (management, salaries, fringe benefits, uniforms, profit, etc.) exclusive of the explicitly identified reimbursable expenses. The proposed agreement has been structured to specifically include vehicle leases, vehicle registration costs, vehicle maintenance costs, and vehicle fueling costs as reimbursable expenses. This allows SDIA flexibility in the schedule and procurement method for the transition from fossil-fuel burning shuttle vehicles to all electric shuttle vehicles.

The following provides an overview of the shuttle routes:

#### Inter-Terminal Shuttle ("Shuttle Bus Route 1")

The Inter-Terminal Shuttle provides SDIA passenger transportation between the Terminal 1 and Terminal 2 facilities. This route operates approximately twelve (12) hours per day on a continuous loop and picks-up and drops-off passengers at each terminal curbside at a location shared with the MTS Route 992.

#### Employee Parking Shuttle ("Shuttle Bus Route 2")

The employee shuttle operates between the employee parking lot, the San Diego County Regional Airport Authority Administrative Offices, Terminal 1, and Terminal 2. This route operates twenty-four (24) hours per day on a continuous loop and picks-up and drops-off passengers at the commercial vehicle islands at each terminal. The employee parking lot is being relocated from the existing location on North Harbor Drive to the existing Pacific Highway Lot located on Washington Street, adjacent to the Rental Car Center. The relocation is due to displacement resulting from construction activities to support the Airport Development Plan.

Public Parking Shuttle (“Shuttle Bus Route 3”)

The public parking shuttle operates between the Long Term Harbor Drive surface lot, Terminal 1, and Terminal 2. This route operates twenty-four (24) hours per day on a continuous loop. This route drops off passengers along the inner roadway/curb at Terminal 1 and the Elevated Departures Roadway at Terminal 2; then picks up passengers at the Ground Transportation (GT) Plaza at Terminal 1 or Terminal 2.

**Shuttle Services Contractor Selection Process**

The Authority issued a Request for Proposals (RFP) for shuttle services on June 7, 2018. On June 26, 2018, the Authority hosted a pre-submittal meeting, open to all interested parties, to review the proposal requirements, take questions specific to the RFP process and parking management operations and review the specifics of the proposed agreement.

On July 12, 2018, the Authority received four responses from companies in the parking management industry. The respondents included ACE Parking Management, Inc., LAZ Parking, SP+ Transportation, and Transdev Business Solutions.

On July 20, 2018, the evaluation panel, with the assistance from Procurement personnel, met to review the proposals submitted by the respondent. The evaluation panel recommended that the two highest ranked respondents proceed to the comprehensive in-person presentation stage of the proposal evaluation. The evaluation panel’s final score for each respondent’s proposal are listed in the following table:

<b>Combined Scores</b>	<b>SB Preference</b>	<b>Worker Retention Program</b>	<b>Cost / Fee</b>	<b>Organizational Structure, Prior Experience, and Sustainability</b>	<b>Key Personnel, Team Capabilities, and Subcontractor’s</b>	<b>Work Plan – Approach Methodology</b>	<b>Financial Statements</b>	<b>Total</b>
ACE Parking	0	12	1800	780	1440	1020	180	5232
LAZ Parking	0	12	1080	570	990	440	145	3237
SP Plus Corporation	0	12	1260	720	1410	840	200	4442
Transdev	0	12	720	420	780	360	80	2372

On August 1, 2018, two of the respondents presented detailed submittals and comprehensive in-person presentations. The evaluation panel concluded that Ace Parking Management, Inc. is the most qualified company. The panel recommended that Ace Parking Management, Inc. be awarded the agreement for shuttle services at SDIA.

The evaluation panel’s final scores for the comprehensive in-person presentations are listed in the following table:

Combined Scores	SB Preference	Worker Retention Program	Cost / Fee	Organizational Structure, Prior Experience, and Sustainability	Key Personnel, Team Capabilities, and Subcontractor's	Work Plan	Financial Statements	Total
ACE Parking	0	12	1800	500	1250	1470	180	5212
SP Plus Corporation	0	12	1260	450	1050	1260	200	4232

**Ace Parking Management, Inc.**

Ace Parking, a San Diego based company, has significant experience in shuttle operations both across the country and at SDIA. Experience at other airports includes Los Angeles International Airport, Phoenix Sky Harbor Airport, Tucson International Airport, and more. As a local company, Ace Parking is able to provide cost effective support services including accounting, human resources, and corporate expertise. In addition to Ace Parking’s corporate resume, they proposed strong local on-site leadership with a depth of experience at other airports as well as SDIA. With Ace Parking’s detailed knowledge of the existing operations, they provided the strongest work plan, which included proposed cost savings measures. Ace Parking also had the lowest hourly rate of the respondents. All of these factors led to a clear panel recommendation that Ace Parking be awarded the airport shuttle services agreement.

**Fiscal Impact:**

Adequate funding for Ace Parking Management Inc. Parking Shuttle agreement is included in the adopted FY 2019 and conceptually approved FY 2020 Operating Expense Budgets within the Contractual Services line item. This agreement impacts budget years that have not been adopted and the expense will be included in those future years.

**Environmental Review:**

- A. CEQA: This Board action, as an administrative 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; 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 ACE Parking Management, Inc. did not receive the small business preference.

**Prepared by:**

MARC NICHOLS  
DIRECTOR, GROUND TRANSPORTATION

RESOLUTION NO. 2018-0101

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AWARDING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH ACE PARKING MANAGEMENT, INC. FOR AIRPORT SHUTTLE SERVICES FOR A TERM OF THREE (3) YEARS WITH AN OPTION FOR TWO (2) ONE-YEAR EXTENTSIONS IN AN AMOUNT NOT-TO-EXCEED FORTY-FIVE MILLION DOLLARS (\$45,000,000.00)

WHEREAS, the San Diego County Regional Airport Authority (the "Authority") has established a need for qualified firms to manage its shuttle services at San Diego International Airport ("Airport"); and

WHEREAS, on June 7, 2018, the Authority issued a Request for Proposals for Shuttle Services ("RFP for Shuttle Services"); and

WHEREAS, on July 12, 2018, the Authority received four (4) proposals for Shuttle Services; and

WHEREAS, the Authority conducted a competitive process including the evaluation of proposals and interviews of the top ranked respondents; and

WHEREAS, the proposals were evaluated based upon the following Criteria - Proposed Fees/Cost to Airport; Organizational Structure, Prior Experience and Sustainability; Key Personnel, Team Capabilities, and Subcontractors; Work Plan/Approach Methodology; and Financial Statements (Viability); and

WHEREAS, additional consideration was given in the evaluation process for proposals that met or exceeded the required standards for small business participation and worker retention; and

WHEREAS, on August 1, 2018, a staff evaluation panel interviewed two (2) short-listed proposers and recommended Ace Parking Management, Inc. ("Ace") as the most qualified firm.

NOW, THEREFORE BE IT RESOLVED, that the Board hereby awards and authorizes the President/CEO to execute an agreement with Ace Parking Management, Inc. for airport shuttle services for a term of three (3) years with two (2) one-year options in an amount not to exceed forty-five million dollars (\$45,000,000.00), upon the terms and conditions set forth in the proposal, with

such minor changes or modifications as the Authority President/Chief Executive Officer (CEO) or designee may deem to be in the best interest of the Authority and the public that it serves; and

BE IT FURTHER RESOLVED that the President/CEO or designee hereby is authorized, upon approval as to form by the General Counsel, to execute such agreement with Ace Parking Management, Inc.; and

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

BE IT FURTHER RESOLVED by the Board that it finds that this Board 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 special meeting this 13th day of September, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL



Item 16

# Award and Authorize the President/CEO to Execute an Agreement for Airport Shuttle Services

Presented by

Marc Nichols

Director - Ground Transportation

September 13, 2018



## Title

Award and Authorize the President/CEO to Execute an Agreement for Airport Shuttle Services



## Scope of Work

- Manage public parking shuttles
  - LT Lot 1
  - Employee Parking
  - Inter-terminal Shuttle
  - Trolley to Terminal Shuttle
- Providing/leasing airport shuttle vehicles
- Operating shuttle service for on-demand airside tours and other special services
- Maintaining shuttle vehicles (includes cleaning, repairs, replacement and liability)
- Fueling shuttle vehicles
- Hiring and managing shuttle operations personnel.



# Compensation Elements

- Hourly fee for shuttle service
- Modified compensation for increased or decreased shuttle hours
- Budget Reconciliation
  - Reimbursement of any excess expense to Authority
  - Contractor receives up to 50% of amounts saved
    - No more than \$75K per year
- Expense reimbursement
  - Shuttle lease, Maintenance, Technology, Fuel



## RFP Process

- June 7 - Issued RFP
- July 12 - 4 proposals received
- July 12 - 2 respondents shortlisted
- August 1 - Shortlisted respondents interviewed
- September 6 - Recommendation presented to Board
- September 20 - Agreement signed
- October 1 - New agreement start Date



## Recommendation -

Adopt Resolution No. 2018-xxxx, awarding and authorizing the President/CEO to execute an agreement with Ace Parking Management, Inc for Airport Shuttle services for three (3) years with an option for two (2) one-year extensions in an amount not to exceed forty-five million dollars (\$45,000,000).

A photograph of a sunset or sunrise. The sky is filled with large, dark, billowing clouds that are illuminated from below, giving them a reddish-orange glow. In the upper left corner, a small airplane is visible in flight. The overall color palette is dominated by warm tones of orange, red, and brown. The word "QUESTIONS?" is centered in the image in a white, sans-serif font.

QUESTIONS?

**ITEM 17**

**NUMBER NOT USED**

## **STAFF REPORT**

Meeting Date: **SEPTEMBER 13, 2018**

### **Subject:**

#### **Renewal of the Health and Welfare Benefits Program for 2019**

### **Recommendation:**

Adopt Resolution No. 2018-0103, approving the renewal of the Health and Welfare Benefits Program for 2019.

### **Background/Justification:**

The Executive Personnel and Compensation Committee reviewed the recommended renewal of the Health & Welfare Benefits Program for 2019 at the August 30, 2018 Committee Meeting and has forwarded the recommendation to the Board for review and approval. San Diego County Regional Airport Authority (“Authority”) provides a comprehensive health and welfare benefit program designed to attract and retain the talent necessary to successfully execute business strategy and to meet its obligations to eligible First Generation retirees. For 2019, the recommended renewal balances flexible options to meet individual employee needs while incentivizing enrollment in more efficient plans. The recommended renewal supports the Authority’s ability to continue to attract and retain top talent while demonstrating fiscal prudence. The recommended renewal results in a total estimated program cost of \$7,542.852 or a 10.9% increase in expense over the 2018 program.

The health and welfare benefit program ensures both employee and retiree participants have access to high quality health care and personal risk mitigation. For employees, the program supports the organization’s position as an Employer of Choice in the San Diego labor market. An Employer of Choice is an organization with high employee engagement and pride in the organization. The business value of remaining an Employer of Choice is a stable, highly productive workforce and an avoidance of the costs associated with employee turnover.

To better understand employee perceptions and needs, the Authority executed an Employee Benefits Survey in anticipation of this year’s renewal. The survey replaced our twelve person Benefits Task Force and allowed over 120 employees to provide input into the renewal process. In addition, our Alumni Communication Team (“ACT”), comprised of five retiree members, provided feedback centered on the Medicare eligible retiree benefit options. The recommended renewal is responsive to these engagement efforts.

With regard to medical coverage for active employees and pre-Medicare retirees, the Authority’s initial 2019 renewal offer from Blue Shield of CA for the benefit year was at a 26.5% premium increase over the 2018 calendar year rates. Carrier renewals are made up of claim experience, demographics, health care reform fees/taxes and medical trend. Although the Authority’s demographic factors have remained consistent and healthcare reform taxes remain relatively unchanged, the number of large claims and overall claim

experience for the group have spiked over the last 12 month period. As a result, the Authority did not go to market to compete for alternatives. This strategy was based on the fact that it would be highly unlikely that we would achieve a competitive rate under the circumstances and the Authority was interested in leveraging the existing relationship with Blue Shield of CA to bring down the potential rate increase through negotiation. Through negotiations, Willis Towers Watson (“WTW”) was able to achieve a negotiated renewal on the medical plans at 16.3% without any decrements to the current plans. This was a reasonable premium increase given the current status of our loss ratio and high claims.

The Authority then worked with WTW and Blue Shield of CA to develop the recommended renewal. The recommended renewal uses a combination of plan changes to incent enrollments on more cost-effective plans. This strategy reduces the employee and budgeted premium increase from 16.5% to 13.3% and maintains a program with four medical plan options: a Health Maintenance Organization (“HMO”), a narrow network HMO (“Trio HMO”), a Preferred Provider Organization (“PPO”), and a High Deductible Health Plan (“HDHP”). It also offers the potential for further annual savings for the Authority and the members if the members chooses to move from the HMO to the Trio HMO or from the PPO to the HDHP.

The recommended renewal maintains the Authority’s Wellness Program for active employees and their enrolled spouses. The Wellness Program offers two primary incentives. First, those who participate in Wellness receive a 5% reduction in the individual medical premium cost share rate (15% cost share for non-Wellness). Second, employees and those spouses/domestic partners enrolled on Authority sponsored plans may also earn a \$250 employee and \$200 spouse incentive for completing biometric testing. These incentives may be deposited into the Flexible Spending Account or Health Savings Account, or rolled into a 457 deferred savings account on a pre-tax basis. The Wellness Program promotes risk awareness and management by employees and spouses enrolled on the medical plans.

In regards to the Medicare eligible retirees, the negotiated renewal with UnitedHealth Care was -2.0%, which accounts for suspended ACA reinsurance fees in the amount of approximately 8%.

The Authority’s dental claim experience was much better than medical. As a result, the Authority was able to negotiate a rate pass with Delta Dental for this year and marketing was not necessary. However, the dental coverage was the most frequently cited issue on the Employee Benefits Survey. As a result, the recommended renewal includes an enhancement to the PPO plan to increase the annual Benefits Maximum of \$1,500 in network and \$1,000 out of network to \$2,000 in network and \$1,500 out of network. Both active employees and retirees on the Dental PPO would receive this benefit.

With regard to other lines of coverage, an aggregate 4.4% reduction in premiums was negotiated. These include Basic Life, Accidental Death & Dismemberment (AD&D), Short Term Disability, Employee Assistance Program and Health Advocate.

In addition to the above employer paid benefits, the Authority will continue to offer the following voluntary benefits products with 100% of the premium costs paid by employees:

- Voluntary Vision Care
- Long-Term Disability

- Voluntary Term Life and AD&D Insurance
- Accident/Cancer/Hospital Protection/Specified Health Insurance
- Pre-paid Legal coverage
- Long Term Care Insurance
- Pet Insurance

In summary, the recommended renewal for the 2019 health and welfare benefits program includes:

- Medical coverage:
  - Blue Shield of CA for active employees and pre-Medicare retirees with four plan options: HMO, Trio HMO, PPO and HDHP. The plan designs include a mix of decrements and enhancements with an intent to drive cost efficient consumer decisions
  - United Healthcare for Medicare enrolled retirees;
- Employee Wellness Program participation incentives including:
  - A 10% Wellness and 15% Non-Wellness individual employee premium cost share model;
  - \$250 FSA/HSA deposit or 457 Deferred Compensation pretax election for employee participation; and
  - \$200 FSA/HAS deposit or 457 Deferred Compensation pretax election for enrolled covered spouses and registered domestic partners.
- Dental coverage with Delta, including an increase to the annual Benefits Maximum on the PPO plan;
- Vision coverage with VSP, including an enhanced frame allowance;
- All other lines with the current providers.

This renewal for current employees is an 11.4% increase in cost to the Authority over the 2018 program and is 3.1% or \$156,918 over budget for Fiscal Year 2019 as noted below. It is important to note that the below Authority costs do not include any anticipated vacancy savings or potential enrollment migration to more cost effective plans. Both of these actions would result in a reduction in the \$156,918 estimated budget overage.

**Authority Paid Premium Costs: Active and Budgeted Employee Only**

Description	Current CY 2018**	Recommended Renewal CY 2019 */**	% Change	CY Budgeted 2019 Costs***	\$ Difference Between Recommended and Budgeted	% Difference Between Recommended and Budgeted
Medical	\$4,156,564	\$4,701,185	+13.1%	\$4,521,187	+\$179,998	+4.0%
Dental	\$330,950	\$339,546	+2.6%	\$344,256	-\$4,710	-1.4%
Other lines (Life, Disability, HealthAdvocate)	\$266,359	\$254,552	-4.4%	\$272,923	-\$18,371	-6.7%
<b>TOTAL</b>	<b>\$4,753,873</b>	<b>\$5,295,283</b>	<b>+11.4%</b>	<b>\$5,138,365</b>	<b>+\$156,918</b>	<b>+3.1%</b>

\* Includes vacant positions all CY 2019

\*\* Includes employees that waive insurance

\*\*\* Wellness is included in current, renewal and budget

The recommended renewal balances quality of care, wellness, and employer costs to achieve a market competitive employee benefits program that supports employee retention and engagement for the 2019 plan year. Therefore, staff is recommending the Board adopt Resolution 2018-XXXX authorizing the program for 2019.

**Fiscal Impact:**

Although the renewal amount for the 2019 health and welfare benefits is higher than planned, the renewal period covers half of FY 2019 & half of FY 2020. Therefore, the impact of the increased renewal cost is approximately \$79,000 for FY 2019. Staff will utilize expected vacancy savings to cover the overage for FY 2019 and future budgets will be adjusted accordingly.

**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:**

KURT GERING  
DIRECTOR OF TALENT, CULTURE & CAPABILITY

RESOLUTION NO. 2018-0103

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY, APPROVING THE RENEWAL OF THE  
HEALTH AND WELFARE BENEFITS PROGRAM  
FOR 2019

WHEREAS, the San Diego County Regional Airport Authority (“Authority”) provides a health and welfare benefits program for Authority employees and eligible First Generation retirees; and

WHEREAS, the Authority intends to renew the health and welfare benefits program; and

WHEREAS, in order to assist the Board with evaluating options during the renewal process, staff, through the Authority’s broker of record, Willis Towers Watson of San Diego, has obtained negotiated renewals from insurance carriers and benefit providers and carefully analyzed the renewals; and

WHEREAS, the Board has determined that investing in employee wellness initiatives has the impact of reducing future plan costs and wishes to continue to support such programs; and

WHEREAS, the Board considered the information provided by staff and has reviewed and discussed the various options to provide a comprehensive and competitive benefits program to Authority employees and medical, dental and vision care to eligible retirees; and

NOW, THEREFORE, BE IT RESOLVED that the Board approves the renewal of the health and welfare benefit program for 2019 for eligible participants including medical, dental, vision and basic life insurances; an Employee Assistance Program (EAP); a Wellness Advocacy Program; Accidental Death & Dismemberment (AD&D); and Short Term Disability (STD); and

BE IT FURTHER RESOLVED that the Board approves staff’s request to maintain all current providers and plan administrators including Blue Shield of California, United Health Care, Delta Dental, Vision Service Plan, Health Advocate, TASC and The Hartford; and

BE IT FURTHER RESOLVED that the Board further APPROVES staff’s request to maintain employee Health Risk Assessment programs and incentives in support of the Authority’s efforts to improve workplace productivity and decrease healthcare costs, which includes an incentive for eligible spousal or domestic partner participation in biometrics; and

BE IT FURTHER RESOLVED that the Board authorizes the President and CEO to perform any and all administrative assignments and/or transfers required to maintain the approved health and welfare benefits with the stated providers and/or their successors; and

BE IT FURTHER RESOLVED by the Board that it finds that this Board 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 special meeting this 13<sup>th</sup> day of September, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, BOARD SERVICES /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

Item 18



## Renewal of the Health & Welfare Benefits Program for 2019

Presented by:

Kurt Gering | Director | Talent, Culture & Capability

Heather Hill | Associate Director | Willis Towers Watson

**September 13, 2018**

# Agenda

- Program Summary
- Active & Budgeted Employees
- Retirees
- Combined Elements
- Efficiency & Budget Considerations
- Program Renewal Recommendation

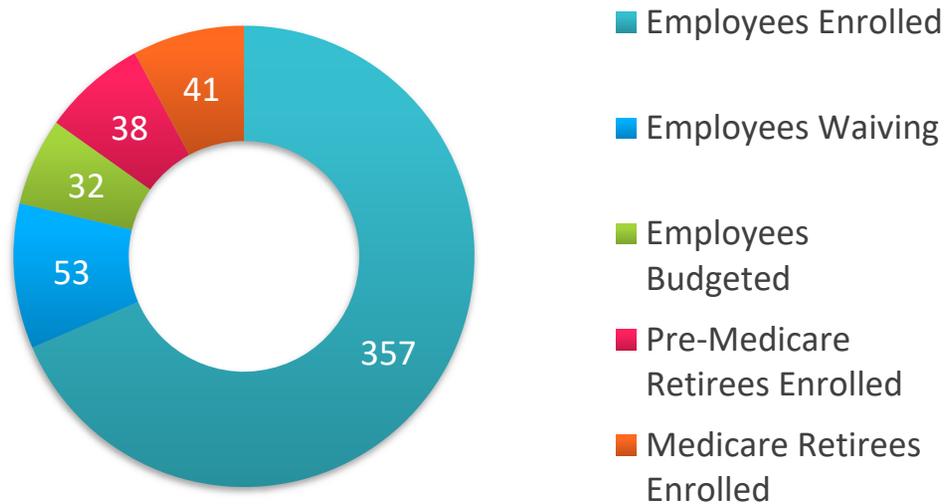


# Program Summary



# Medical Plan Enrollment

442 Active & Budgeted  
79 Retirees



# Executive Summary

	Current (2018)	Initial Renewal (2019)	%	NEGOTIATED RENEWAL	%	RECOMMENDED RENEWAL	%	ALTERNATIVE 1 RENEWAL	%	ALTERNATIVE 2 RENEWAL	%
Medical (with HSA Fund)	\$5,722,478	\$7,238,226	26.5%	\$6,654,937	16.3%	\$6,471,857	13.1%	\$6,471,857	13.1%	\$6,420,427	12.2%
Medical - Medicare Retiree	\$298,784	\$292,812	-2.0%	\$292,812	-2.0%	\$292,812	-2.0%	\$292,812	-2.0%	\$292,812	-2.0%
Dental	\$454,410	\$454,410	0.0%	\$454,410	0.0%	\$466,302	2.6%	\$454,410	0.0%	\$466,302	2.6%
Other Lines (Life/Disability, LOA, Health Advocate)	\$269,085	\$269,085	0.0%	\$257,192	-4.4%	\$257,192	-4.4%	\$257,192	-4.4%	\$257,192	-4.4%
<b>GRAND TOTAL ALL<sup>1</sup> (Includes waiver credits)</b>	<b>\$6,799,444</b>	<b>\$8,309,221</b>	<b>22.2%</b>	<b>\$7,714,039</b>	<b>13.5%</b>	<b>\$7,542,852</b>	<b>10.9%</b>	<b>\$7,530,959</b>	<b>10.8%</b>	<b>\$7,491,422</b>	<b>10.2%</b>
\$ Change from Current		\$1,509,776		\$914,595		\$743,407		\$731,515		\$691,977	
% Change from Current		22.2%		13.5%		10.9%		10.8%		10.2%	
<b>GRAND TOTAL ACTIVE &amp; BUDGETED EMPLOYEES<sup>1</sup></b>	<b>\$5,958,656</b>	<b>\$7,357,293</b>	<b>23.5%</b>	<b>\$6,811,233</b>	<b>14.3%</b>	<b>\$6,654,069</b>	<b>11.7%</b>	<b>\$6,643,802</b>	<b>11.5%</b>	<b>\$6,607,586</b>	<b>10.9%</b>
\$ Change from Current		\$1,398,638		\$852,577		\$695,414		\$685,147		\$648,930	
% Change from Current		23.5%		14.3%		11.7%		11.5%		10.9%	
<b>GRAND TOTAL RETIREES<sup>1</sup></b>	<b>\$840,789</b>	<b>\$951,927</b>	<b>13.2%</b>	<b>\$902,806</b>	<b>7.4%</b>	<b>\$888,783</b>	<b>5.7%</b>	<b>\$887,157</b>	<b>5.5%</b>	<b>\$883,836</b>	<b>5.1%</b>
\$ Change from Current		\$111,139		\$62,017		\$47,994		\$46,368		\$43,047	
% Change from Current		13.2%		7.4%		5.7%		5.5%		5.1%	

<sup>1</sup>Voluntary lines (Voluntary Life/AD&D, Voluntary Long Term Disability, Aflac, Long Term Care & Vision), EAP, FSA/COBRA excluded.

Refer to plan design slides 9 & 10 for additional detail



# Renewal Analysis

## Active & Budgeted Employees



# Active & Budgeted Employees Cost Summary

	Current (2018)	Initial Renewal (2019)	%	NEGOTIATED RENEWAL	%	RECOMMENDED RENEWAL	%	ALTERNATIVE 1 RENEWAL	%	ALTERNATIVE 2 RENEWAL	%
Medical	\$5,242,251	\$6,640,889	26.7%	\$6,106,635	16.5%	\$5,939,204	13.3%	\$5,939,204	13.3%	\$5,892,721	12.4%
Dental	\$395,357	\$395,357	0.0%	\$395,357	0.0%	\$405,624	2.6%	\$395,357	0.0%	\$405,624	2.6%
Other Lines (Life/Disability, LOA, H	\$266,359	\$266,359	0.0%	\$254,552	-4.4%	\$254,552	-4.4%	\$254,552	-4.4%	\$254,552	-4.4%
<b>GRAND TOTAL<sup>1</sup> (includes waiver cr</b>	<b>\$5,958,656</b>	<b>\$7,357,293</b>	<b>23.5%</b>	<b>\$6,811,233</b>	<b>14.3%</b>	<b>\$6,654,069</b>	<b>11.7%</b>	<b>\$6,643,802</b>	<b>11.5%</b>	<b>\$6,607,586</b>	<b>10.9%</b>
\$ Change from Current		\$1,398,638		\$852,577		\$695,414		\$685,147		\$648,930	
% Change from Current		23.5%		14.3%		11.7%		11.5%		10.9%	
EMPLOYER PAID (includes waiver	\$4,753,873			\$5,416,056		\$5,295,283		\$5,286,687		\$5,272,121	
\$ Change from Current				\$662,182		\$541,410		\$532,814		\$518,248	
% Change from Current				13.9%		11.4%		11.2%		10.9%	
EMPLOYEE PAID	\$1,204,782			\$1,395,177		\$1,358,786		\$1,357,115		\$1,335,464	
\$ Change from Current				\$190,395		\$154,004		\$152,333		\$130,682	
% Change from Current				15.8%		12.8%		12.6%		10.8%	
<b>WAIVER ER COST (Med &amp; Den)</b>	<b>\$54,689</b>	<b>\$54,689</b>		<b>\$54,689</b>		<b>\$54,689</b>		<b>\$54,689</b>		<b>\$54,689</b>	

<sup>1</sup>Voluntary lines (Voluntary Life/AD&D, Voluntary Long Term Disability, Aflac, Long Term Care & Vision), EAP, FSA/COBRA excluded.

Refer to plan design slides 9 & 10 for additional detail

# Active & Budgeted Medical Plan Designs

Line of Coverage	CURRENT	NEGOTIATED RENEWAL	RECOMMENDED RENEWAL
<b>Medical Trio HMO Plan</b>	IP Hospital: \$200 ER: \$100 Enhanced Rx \$10/25/40 Retail / \$20/50/80 MOD with \$0 Pharmacy Deductible	No change to current	OV: \$20 copay ER: \$150 Enhanced Rx \$10/30/50 Retail / \$20/60/100 MOD with \$0 Pharmacy Deductible Value Based Drug Benefit <sup>2</sup>
<b>Medical Full HMO Plan</b>	OV: \$20 copay IP Hospital: \$200 ER: \$100 Enhanced Rx \$10/25/40 Retail / \$20/50/80 MOD with \$0 Pharmacy Deductible	No change to current	OV: \$30 copay (Full HMO Only) ER: \$150 Enhanced Rx \$10/30/50 Retail / \$20/60/100 MOD with \$0 Pharmacy Deductible
<b>Medical PPO Plan</b>	OV: \$20 IN & 40% OUT Deductible: \$250 Indiv / \$750 Fam OOP Max: \$2,500 Indiv / \$5,000 Fam IN \$6,500 Ind / \$13,000 Fam OUT Enhanced Rx \$10/25/40 Retail / \$20/50/80 MOD with \$0 Pharmacy Deductible	No change to current	OV: \$30 IN & 40% OUT OOP Max: \$3,000 Indiv / \$6,000 Fam IN \$8,000 Ind / \$16,000 Fam OUT Enhanced Rx \$10/30/50 Retail / \$20/60/100 MOD with \$0 Pharmacy Deductible
<b>Medical HDHP Plan</b>		No change to current	Value Based Drug Benefit <sup>2</sup>
<b>HSA Employer Fund</b>	HSA Fund included in premium cost share calculations	No change to current	Update funding to 100% SDCRAA Funded, rather than calculated with premium cost share
<b>Dental</b>	Benefit Maximum: \$1,500 IN & \$1,000 OUT	No change to current	Benefit Maximum: \$2,000 IN & \$1,500 OUT
<b>Voluntary Vision</b>	Frame Allowance \$130	No change to current	Enhanced Vision Frame Allowance of \$150
<b>All Other Ancillary Lines</b>		No change to current	No change to current
<b>Employee Impact</b>		Increase to employee contributions if current cost share percentage is to remain constant	Mix of enhancements and takeaways, with an intent to drive enrollment from Full HMO into the Trio HMO, and PPO enrollment into the HDHP Plan <sup>1</sup>

NOTE: All final rates are subject to medical underwriting approval.

<sup>1</sup>Blue Shield has identified 30 employees enrolled with Scripps providers. If they shift from the Full Network to Trio, the annual premium savings is \$63,608.

<sup>2</sup>Value-Based Tier Drugs are specific preventive drugs taken when risk factors are present for a disease that has not manifested (or is asymptomatic), or to prevent the occurrence of a disease from which an individual has recovered. Value-Based Tier Drugs are select generic and brand name drugs that are FDA approved for hypertension, high cholesterol, diabetes and asthma. These drugs are covered at no charge, or at an otherwise reduced member cost share.

# Medical Renewal Premium Cost Share

CURRENT						RECOMMENDED RENEWAL					EE Monthly Difference From Current
Monthly Premium	EE Monthly	EE %	ER Monthly	ER %	Monthly Premium	EE Monthly	EE %	ER Monthly	ER %		
<b>Full Network HMO</b>											
Employee Only	\$611.38	\$61.14	10.0%	\$550.24	90.0%	\$697.19	\$69.72	10.0%	\$627.47	90.0%	\$8.58
Employee + One Dep	\$1,277.78	\$299.88	23.5%	\$977.90	76.5%	\$1,457.13	\$341.97	23.5%	\$1,115.16	76.5%	\$42.09
Employee + Family	\$1,821.91	\$544.74	29.9%	\$1,277.17	70.1%	\$2,077.64	\$621.20	29.9%	\$1,456.44	70.1%	\$76.46
<b>TRIO HMO</b>											
Employee Only	\$521.49	\$52.15	10.0%	\$469.34	90.0%	\$614.62	\$61.46	10.0%	\$553.16	90.0%	\$9.31
Employee + One Dep	\$1,089.91	\$255.79	23.5%	\$834.12	76.5%	\$1,284.54	\$301.46	23.5%	\$983.08	76.5%	\$45.68
Employee + Family	\$1,554.04	\$464.65	29.9%	\$1,089.39	70.1%	\$1,831.55	\$547.62	29.9%	\$1,283.93	70.1%	\$82.97
<b>PPO</b>											
Employee Only	\$844.77	\$84.48	10.0%	\$760.29	90.0%	\$932.34	\$93.23	10.0%	\$839.10	90.0%	\$8.76
Employee + One Dep	\$1,765.59	\$414.37	23.5%	\$1,351.22	76.5%	\$1,948.61	\$457.32	23.5%	\$1,491.29	76.5%	\$42.95
Employee + Family	\$2,517.44	\$752.70	29.9%	\$1,764.74	70.1%	\$2,778.39	\$830.72	29.9%	\$1,947.67	70.1%	\$78.02
<b>HDHP<sup>2</sup></b>											
Employee Only	\$775.83	\$77.58	10.0%	\$698.25	90.0%	\$820.98	\$82.10	10.0%	\$738.88	90.0%	\$4.51
Employee + One Dep	\$1,615.87	\$378.02	23.4%	\$1,237.85	76.6%	\$1,715.85	\$402.69	23.5%	\$1,313.16	76.5%	\$24.68
Employee + Family	\$2,250.72	\$663.70	29.5%	\$1,587.02	70.5%	\$2,446.50	\$731.49	29.9%	\$1,715.01	70.1%	\$67.79

# Employee Wellness

**Mission: SDCRAA's wellbeing program aim is to improve physical, emotional, financial, and social health while enhancing employee productivity**

Biometric screening participation and incentives:

	2015	2016	2017
# of screenings (Employees + Spouse)	417	431	411
Change over prior YR		3.4%	(4.6%)
Employee screenings	344	365	350
Employee participation	90%	87%	87%

- 5% reduction in premium costs
  - Individual premium cost-share 10% Wellness
  - Individual premium cost-share 15% non-Wellness
- FSA/HSA deposit or 457 deferred comp plan election
  - Employees = \$250
  - Spouse/Domestic Partner = \$200



# Retiree Renewal Analysis



# Retiree Medical



Pre-Medicare

38 retirees

[same options & cost share as actives]



Medicare Enrolled

41 retirees & spouses

[coordinated supplemental]

**UHC Medical Renewal**  
**January 1, 2019 - December 31, 2019**  
**MEDICARE RETIREES ONLY**

UHC Medical Renewal							
January 1, 2019 - December 31, 2019							
MEDICARE RETIREES ONLY							
		CURRENT			RENEWAL		
Medicare Advantage PPO	Enrollment <sup>1</sup>	Monthly Premium	EE Monthly	ER Monthly	Monthly Premium	EE Monthly	ER Monthly
Medicare Retiree	30	\$478.82	\$47.88	\$430.94	\$469.25	\$46.93	\$422.33
Medicare Retiree & Spouse	11	\$957.64	\$215.47	\$742.17	\$938.50	\$211.16	\$727.34
<b>Annual Total</b>	<b>41</b>	<b>\$298,784</b>	<b>\$45,679</b>	<b>\$253,104</b>	<b>\$292,812</b>	<b>\$44,766</b>	<b>\$248,046</b>
<b>\$ Difference from Current</b>					<b>(\$5,972)</b>		
<b>% Difference from Current</b>					<b>-2.0%</b>		

<sup>1</sup>Enrollment figures provided by SDCRAA in April 2018 census. Includes the following combination participants: 5 Retiree Only w/ spouse on Blue Shield and 1 Spouse Only w/ spouse on Blue Shield. Blue Shield enrollment captured on pre-Medicare retiree tab.

**2019 Prescription Plan Changes**

	2018	2019
Catastrophic Phase Begins	\$5,000 TrOOP	<b>\$5,100 TrOOP</b>
Standard Catastrophic Member Cost Share	The greater of \$3.35 or 5% coinsurance for generic drugs	<b>The greater of \$3.40 or 5% coinsurance for generic drugs</b>
	The greater of \$8.35 or 5% coinsurance for brand name drugs	<b>The greater of \$8.50 or 5% coinsurance for brand name drugs</b>

Brand over generic approach for Advair & Vesicare

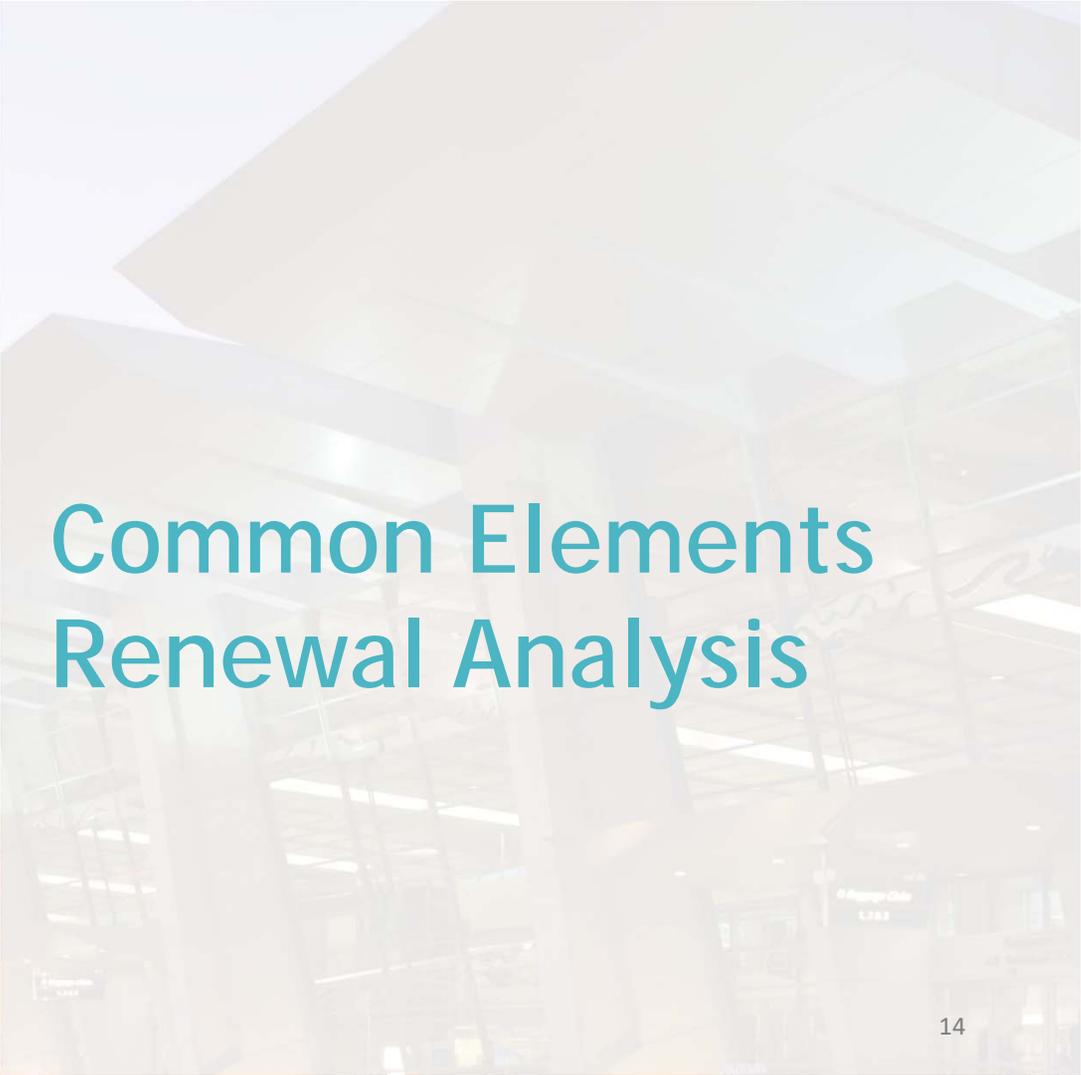
Pharmacy Saver program with Walgreens, Kroger and HEB ending 12/31/2018

Opioid Changes:

- o The first fill of opioid prescriptions for individuals new to therapy will be limited to a 7-day supply as required by CMS.
- o The day supply the plan will cover on retail claims will be limited to a one-month supply. OptumRx Home Delivery will apply a 30-day supply limit when dispensing opioid medications.
- o UHC will be lowering the threshold on our cumulative morphine milligram equivalents (MME) per day edit (formerly called MED). The MME is calculated based on the number of opioid medications prescribed over a period of time. This cumulative limit is required by CMS and is designed to monitor safe dosing levels of opioids.
- o UHC will be establishing a "lock-in" capability for at-risk individuals to limit coverage for frequently abused drugs to certain prescribers and pharmacies.



# Common Elements Renewal Analysis



# Dental Renewal Plan Design Recommendation

Delta Dental PPO Plan Options  
 January 1, 2019 - December 31, 2019

Plan	Description of Option	Current Benefit	Proposed Option	FINANCIAL IMPACT TO THE PLAN	% IMPACT
PPO	Plan Design Changes	Benefit Maximum: \$1,500 IN & \$1,000 OUT	Benefit Maximum: \$2,000 IN & \$1,500 OUT	\$11,893	2.80%

Savings shown are estimated based on current enrollment in the plans. Final rates require underwriting approval.

Red = takeaways, Green = enhancements

# Dental Premium Cost Share

	Delta Dental Current			Dental Dental Negotiated Renewal				Dental Dental Negotiated Renewal OPTION			
	Monthly Premium	EE Monthly	ER Monthly	Monthly Premium	EE Monthly	EE Monthly Difference	ER Monthly	Monthly Premium	EE Monthly	EE Monthly Difference	ER Monthly
<b>Dental PPO</b>											
Employee Only	\$58.83	\$0.00	\$58.83	\$58.83	\$0.00	\$0.00	\$58.83	\$60.48	\$0.00	\$0.00	\$60.48
Employee + One Dep	\$105.63	\$21.06	\$84.57	\$105.63	\$21.06	\$0.00	\$84.57	\$108.59	\$21.65	\$0.59	\$86.94
Employee + Family	\$143.63	\$38.16	\$105.47	\$143.63	\$38.16	\$0.00	\$105.47	\$147.65	\$39.23	\$1.07	\$108.42
Waive Credit	(Credit)	-\$4.84	\$4.84	(Credit)	-\$4.84	N/A	\$4.84	(Credit)	-\$4.84	N/A	\$4.84
<b>Dental HMO</b>											
Employee Only	\$18.86	\$0.00	\$18.86	\$18.86	\$0.00	\$0.00	\$18.86	\$18.86	\$0.00	\$0.00	\$18.86
Employee + One Dep	\$31.16	\$5.53	\$25.63	\$31.16	\$5.53	\$0.00	\$25.63	\$31.16	\$5.53	\$0.00	\$25.63
Employee + Family	\$46.03	\$12.23	\$33.80	\$46.03	\$12.23	\$0.00	\$33.80	\$46.03	\$12.23	\$0.00	\$33.80
Waive Credit	(Credit)	-\$4.84	\$4.84	(Credit)	-\$4.84	N/A	\$4.84	(Credit)	-\$4.84	N/A	\$4.84

<sup>1</sup>Enrollment figures provided by SDCRAA in April 2018 census. 29 active employees have waived. 32 budgeted in PPO employee only plan.

The Hartford Life & Disability Renewal  
January 1, 2019 - December 31, 2019

	Volume <sup>1</sup>	Current	Renewal	Negotiated Renewal
<b>Life/AD&amp;D</b>				
Basic Life (per \$1,000 of benefit) - EE only	\$40,815,000	\$0.180	\$0.180	\$0.171
Basic AD&D (per \$1,000 of benefit) - EE only	\$40,815,000	\$0.020	\$0.020	\$0.019
<b>Annualized Premium</b>		<b>\$97,956</b>	<b>\$97,956</b>	<b>\$93,058</b>
\$ Change from Current		\$0	\$0	-\$4,898
% Change from Current			0.0%	-5.0%
<b>Retiree Life/AD&amp;D</b>				
Basic Life (per \$1,000 of benefit) - EE only	\$734,556	\$0.180	\$0.180	\$0.171
Basic AD&D (per \$1,000 of benefit) - EE only	\$601,000	\$0.020	\$0.020	\$0.019
<b>Annualized Premium</b>		<b>\$1,731</b>	<b>\$1,731</b>	<b>\$1,644</b>
\$ Change from Current		\$0	\$0	-\$87
% Change from Current			0.0%	-5.0%
<b>STD</b>				
STD (per \$10 of benefit)	\$319,837	\$0.360	\$0.360	\$0.342
<b>Annualized Premium</b>		<b>\$138,170</b>	<b>\$138,170</b>	<b>\$131,261</b>
\$ Change from Current		\$0	\$0	-\$6,908
% Change from Current			0.0%	-5.0%
<b>LTD</b>				
Voluntary LTD (per \$100 of payroll)	\$1,036,594	\$0.530	\$0.530	\$0.530
<b>Annualized Premium</b>		<b>\$65,927</b>	<b>\$65,927</b>	<b>\$65,927</b>
\$ Change from Current		\$0	\$0	\$0
% Change from Current			0.0%	0.0%
<b>LOA</b>				
Per employee	442	\$2.150	\$2.150	\$2.150
<b>Annualized Premium</b>		<b>\$11,404</b>	<b>\$11,404</b>	<b>\$11,404</b>
\$ Change from Current		\$0	\$0	\$0
% Change from Current			0.0%	0.0%
<b>TOTAL Estimated Annual Premium</b>		<b>\$315,188</b>	<b>\$315,188</b>	<b>\$303,295</b>
\$ Change from Current		\$0	\$0	-\$11,893
% Change from Current			0.0%	-3.8%
<b>Estimated Annual Active &amp; Budgeted Premium</b>		<b>\$313,457</b>	<b>\$313,457</b>	<b>\$301,650</b>
\$ Change from Current		\$0	\$0	-\$11,806
% Change from Current			0.0%	-3.8%
<b>Estimated Annual Retiree Premium</b>		<b>\$1,731</b>	<b>\$1,731</b>	<b>\$1,644</b>
\$ Change from Current		\$0	\$0	-\$87
% Change from Current			0.0%	-5.0%
<b>Rate Guarantee</b>			Through 12/31/2020	Through 12/31/2020

<sup>1</sup>Volumes pulled from SDCRAA March 2018 billing statement.

Includes 406 Active, 36 budgeted (ER Paid Plans), and 64 retirees. Budgeted assumes average salary of \$80,985 and Class 3 life.

**VSP Voluntary Vision Renewal**  
**January 1, 2019 - December 31, 2019**  
**Active & Budgeted Employees**

	Enrollment <sup>1</sup>	VSP		
		Current	Renewal	Renewal Option 1
<b>Vision PPO</b>				
Employee Only	175	\$10.71	\$9.75	\$10.24
Employee + Dependent	74	\$16.64	\$15.15	\$15.90
Employee + Family	65	\$26.40	\$24.04	\$25.23
<b>Total Annual Cost</b>	<b>314</b>	<b>\$57,859</b>	<b>\$52,679</b>	<b>\$55,303</b>
<b>\$ Increase From Current</b>			<b>(\$5,180)</b>	<b>(\$2,557)</b>
<b>% Increase From Current</b>			<b>-9.0%</b>	<b>-4.4%</b>
<b>Rate Guarantee</b>			<b>Through 12/31/2020</b>	<b>Through 12/31/2020</b>

<sup>1</sup>Enrollment figures provided by SDCRAA in April 2018 census. 128 active employees waived. 32 budgeted in PPO employee only plan.

**Employee Assistance Program**

**January 1, 2019 - December 31, 2019**

<b>Costs</b>	<b>Anthem Current/Renewal</b>
Enrollment <sup>1</sup>	521
Monthly Cost Per Employee	\$2.14
<b>Annualized Premium</b>	<b>\$13,379</b>
<b>Annualized Active &amp; Budgeted Premium</b>	<b>\$11,351</b>
<b>Annualized Retiree Premium</b>	<b>\$2,029</b>
<b>Rate Guarantee</b>	<b>Through 12/31/2019</b>

<sup>1</sup>Enrollment includes active and budgeted employees, as well as eligible retirees.

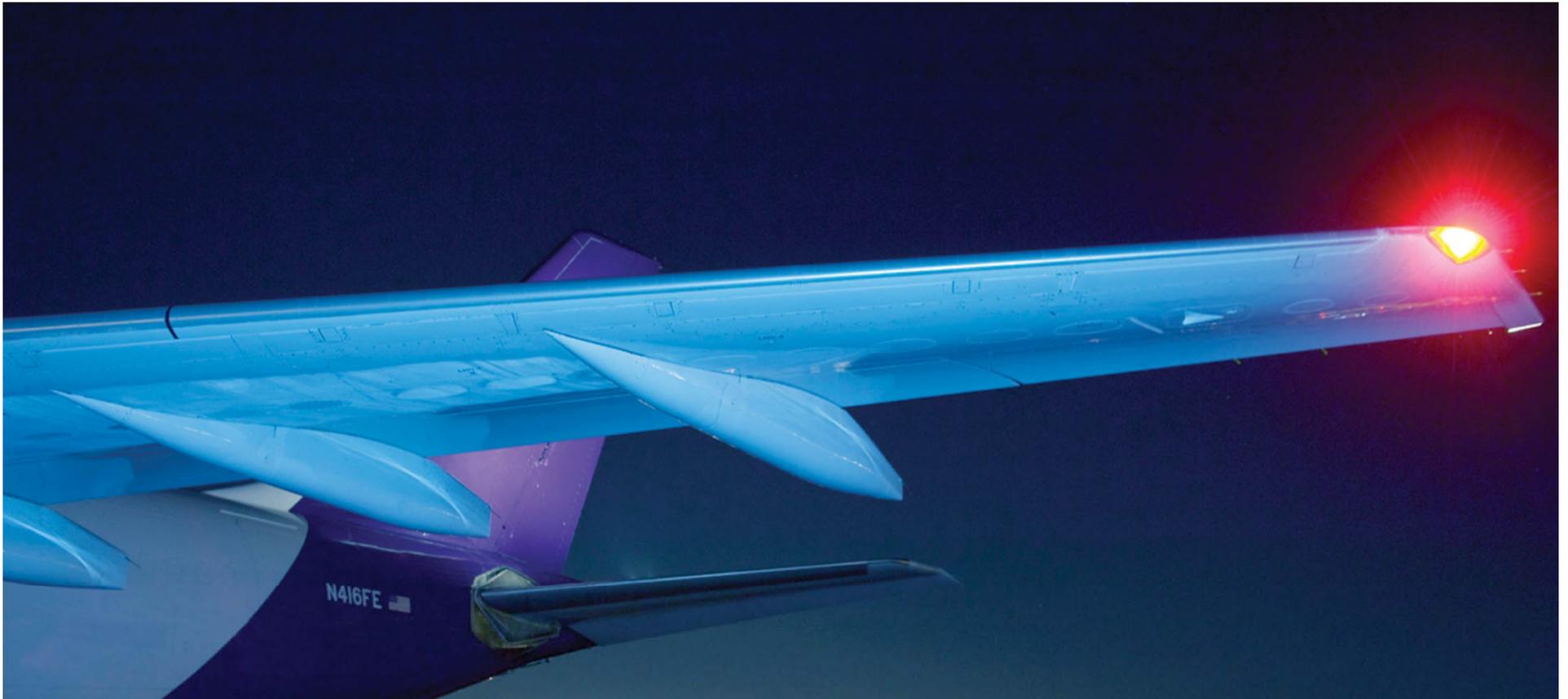
**Health Advocate/ Wellness**

**January 1, 2019 - December 31, 2019**

<b>Costs</b>	<b>Health Advocate</b>
Enrollment <sup>1</sup>	521
PEPM Advocacy Cost	\$1.05
PEPM Wellness Cost	\$2.50
<b>Annualized Premium</b>	<b>\$19,825</b>
<b>Annualized Active &amp; Budgeted Premium</b>	<b>\$18,829</b>
<b>Annualized Retiree Premium</b>	<b>\$995</b>

<sup>1</sup>Enrollment includes active and budgeted employees, as well as eligible retirees.

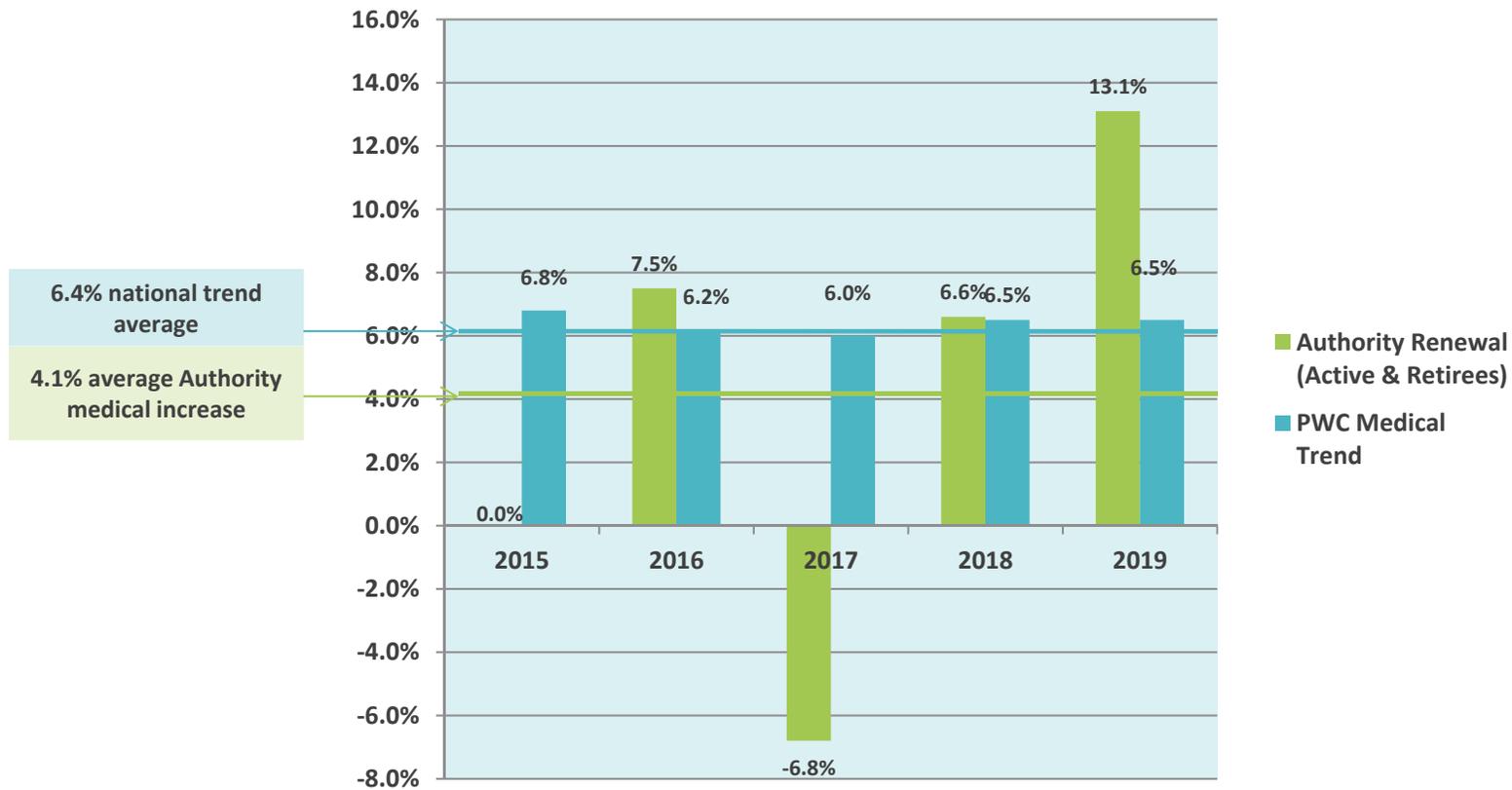
Note: Wellness cost only applies to active and budgeted employees.



## Efficiency & Budget Considerations

# 5 Year Review

## % Health Benefit Renewal Increase vs. Trend



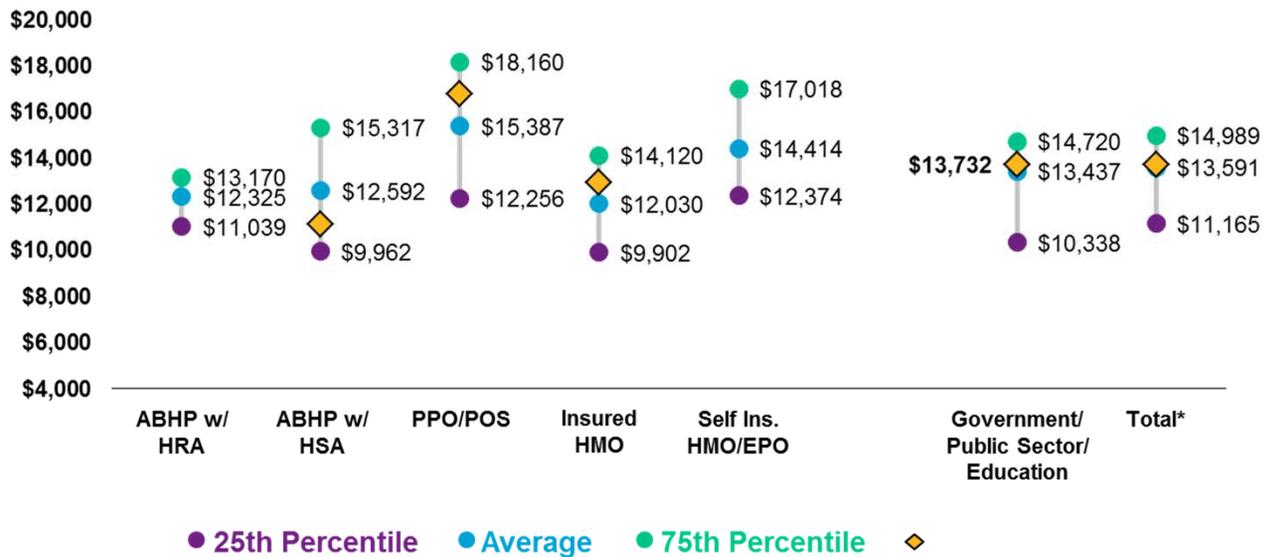
Source: U.S. Medical trend data provided by PWC Health Research Institute

## Medical Cost Benchmarks

## Total Cost per Covered Employee per Year (unadjusted)



How do your plan costs compare? How does enrollment across plan type impact the average cost? Even if total plan costs are favorable, are some plans more exposed to the excise tax?



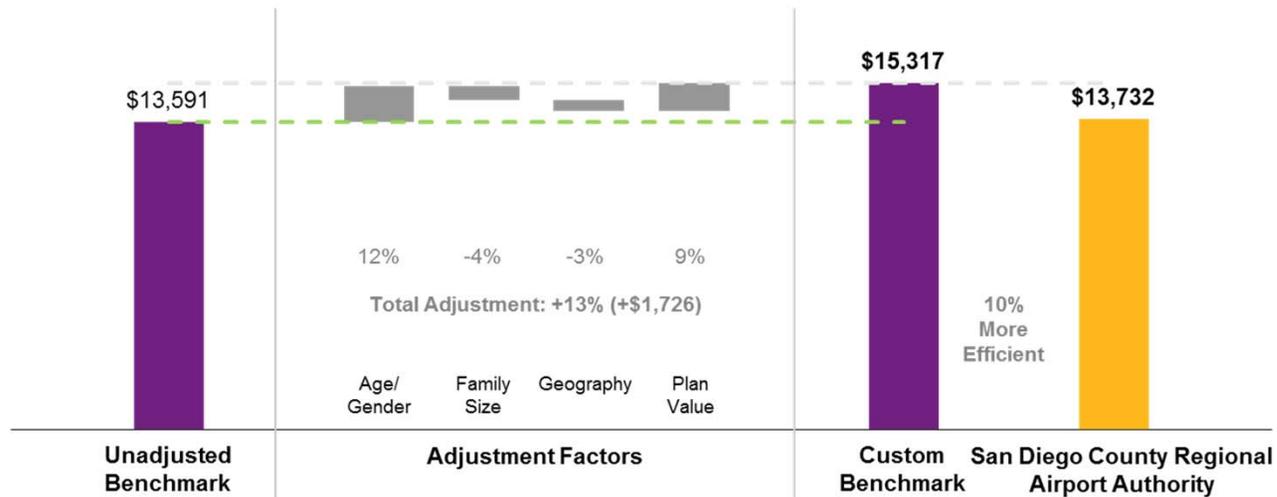
Your actual costs are 1% above the benchmark average, 2% above average for your industry.

\*Total costs represent an enrollment weighted average of all plan types.

## Medical Cost Benchmarks Overall Program Efficiency



After adjustments, how efficient is your total plan overall?  
What is the financial impact of moving to benchmark performance?



Your total program is 10% more efficient than the average database performance. This translates into a current savings of \$0.6 million. Relative to top quartile performers, your total program is 3% less efficient, translating into a potential cost avoidance of \$0.2 million.

# Authority Budget Summary

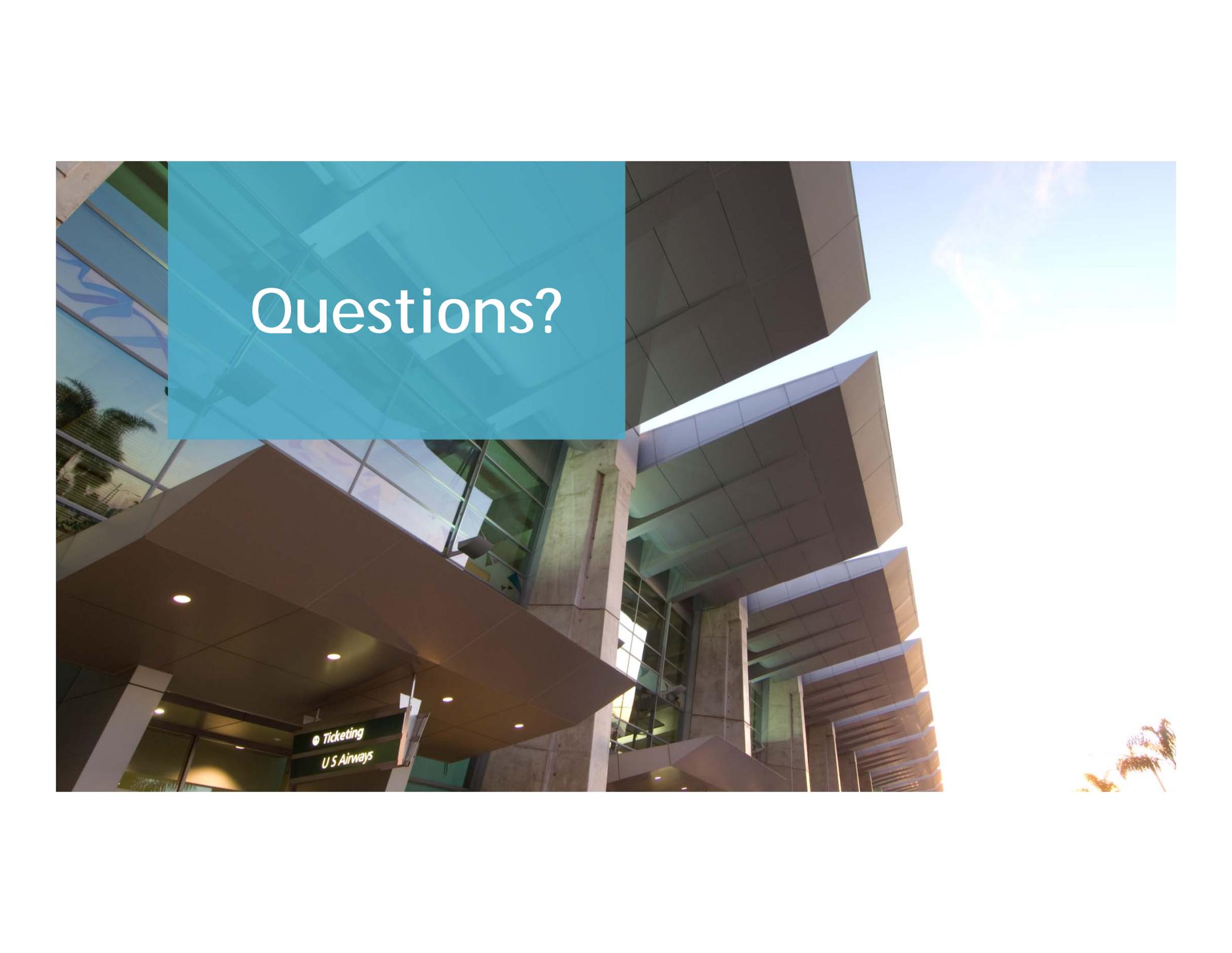
## Active & Budgeted

Description	Current CY 2018**	Recommended Renewal CY 2019 */**	% Change	CY Budgeted 2019 Costs***	\$ Difference Between Recommended and Budgeted	% Difference Between Recommended and Budgeted
Medical	\$4,156,564	\$4,701,185	+13.1%	\$4,521,187	+\$179,998	+4.0%
Dental	\$330,950	\$339,546	+2.6%	\$344,256	-\$4,710	-1.4%
Other lines (Life, Disability, HealthAdvocate)	\$266,359	\$254,552	-4.4%	\$272,923	-\$18,371	-6.7%
<b>TOTAL</b>	<b>\$4,753,873</b>	<b>\$5,295,283</b>	<b>+11.4%</b>	<b>\$5,138,365</b>	<b>+\$156,918</b>	<b>+3.1%</b>

\* Includes vacant positions all CY 2019

\*\* Includes employees that waive insurance

\*\*\* Wellness is included in current, renewal and budget

A photograph of a modern airport terminal building with a teal overlay containing the text "Questions?". The building features a complex, multi-level design with large glass windows and concrete structures. The sky is bright blue with some light clouds. In the foreground, a sign for "Ticketing" and "U S Airways" is visible. The overall scene is brightly lit, suggesting a sunny day.

Questions?

● Ticketing  
U S Airways

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## STAFF REPORT

Meeting Date: **SEPTEMBER 13, 2018**

### 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 2018-2019 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, BOARD SERVICES/AUTHORITY CLERK

# **TRAVEL REQUEST**

**KIM BECKER**

**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: Kimberly J. Becker Dept: BU 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:** 06/29/2018 **PLANNED DATE OF DEPARTURE/RETURN:** 08/06/18 08/06/18

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

Destination: Dallas, TX Purpose: American Airlines Meeting  
Explanation: \_\_\_\_\_

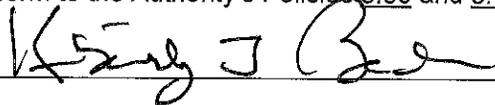
**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ <u>350.00</u>
• *RENTAL CAR (Must complete page 2)	\$ _____
• OTHER TRANSPORTATION (Taxi, Train)	\$ <u>100.00</u>
<b>B. LODGING</b>	\$ _____
<b>C. MEALS</b>	\$ <u>50.00</u>
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ _____
<b>E. ENTERTAINMENT (If applicable)</b>	\$ _____
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ _____
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ <u>500.00</u></b>

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**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: 6/29/18

**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.)

**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: Kimberly J. Becker 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:** 06/07/18 09/18/18 09/20/18

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

Destination: Indianapolis, IN Purpose: 2018 EDC Leadership Trip  
 Explanation:

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	<u>350.00</u>
• *RENTAL CAR (Must complete page 2)	\$	<u>0.00</u>
• OTHER TRANSPORTATION (Taxi, Train)	\$	<u>50.00</u>
B. LODGING	\$	<u>0.00</u>
C. MEALS	\$	<u>50.00</u>
D. SEMINAR AND CONFERENCE FEES	\$	<u>2,100.00 *</u>
E. ENTERTAINMENT (If applicable)	\$	<u>0.00</u>
F. OTHER INCIDENTAL EXPENSES	\$	<u>0.00</u>
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$	<u><b>2,550.00</b></u>

\*NOTE -  
 Registration for  
 TRIP package  
 includes confere  
 fee, meals, hotel,  
 and ground  
 transportation.

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**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: 6/8/18

**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.)



**September 18-21, 2018**

**EDC Leadership Trip to Indianapolis**

Join us in Indianapolis to learn about the region's approach to inclusive economic development, workforce development, start-up support, and strategies for retaining and attracting workforce talent. EDC's annual leadership trip is a unique experience that provides an opportunity to develop relationships with civic leaders from San Diego while learning from peers in other markets. This year, we're offering an optional experience in Washington, DC for meetings with our colleagues at the Brookings Institution's Metropolitan Policy Program. The delegation is limited to 25 executives from EDC investor companies and partner organizations.

**Trip package: \$2,100** includes hotel, meals, ground transportation, and entertainment\*

- ◆ Three hotel nights (Tues, Sept 18– Thurs, Sept 20) at Le Meridien Hotel (depart Friday morning)

**With optional extension in Washington DC: \$2,500** includes hotel, meals, ground transportation and entertainment\*

- ◆ Two hotel nights (Tues, Sept 18– Wed, Sept 19) at Le Meridien and 1 hotel night in DC (depart Friday afternoon)

\*Trip Fee does not include airfare. We ask that you make your own flight arrangements.

Please make your check payable to:  
**San Diego Regional Economic Development Foundation Tax ID# 33-0992658**

Leadership Trip Official Airline Partner

**Southwest**

**EDC's team is traveling on these flights:**

**Depart from SAN on 9/18**

8:25 am SWA #4962/4082 (via Phoenix)

**Depart from IND on 9/21**

6:30 am SWA #1365/6046 (via Phoenix)

Or 6:55 am SWA #4648/381 (via Las Vegas)

**Washington, DC Add-On Flights:**

**Depart IND on 9/20**

American Airlines Flight #5512 IND 5:05 PM – DCA 6:42 PM

**Depart Washington D.C. on 9/21**

SWA #864/2828 (via Dallas); DCA 3:55 PM – SAN 8:10 PM

Or SWA #6468 (via Austin) DCA 5:40 PM – SAN 10:00 PM

Promotional Gifts  
provided by:



**chuao**  
CHOCOLATIER®

**Optional Trip Extension** — Join our team in D.C. for meetings with Brookings leadership, scholars, and researchers at the Institute's headquarters. Through a daylong series of scholar roundtables and presentations, the Brookings team will provide deeper insight on national trends and tactics relevant to San Diego's inclusive growth strategy.

**BROOKINGS**



**Draft Schedule for Indianapolis Leadership Trip**  
**Theme: Live – Buy – Hire**

**Tuesday, September 18**

8:25 am – 4:55 pm SWA flight #4962 from SAN via Phoenix #4082 to Indy

5:15 pm Check-in Le Meridien Hotel - 123 South Illinois Street

6:30 pm Meet in Lobby to depart for dinner

6:45 – 8:30 pm Mesh on Mass  
Welcoming – Michael Huber, Indy Chamber or MAYOR

8:30 pm Board coach or stroll back to hotel (about 20 -25 min)

**Wednesday, September 19**

8:30 – 9:30 am Breakfast in Spoke & Steel (Restaurant in lobby)  
Pre-ordered plated breakfast (Dine anytime during that hour)

9:30 am Trip Briefing in Spoke & Steel – Mark & Lauree

Depart for where: Need meeting space we can walk to

9:45 am Inclusive Eco Development: After the Learning Lab  
Mark Fisher, Chief Policy Officer, Indy Chamber

10:15 – 11:15 am **Live** - Joe Hanson, Indianapolis Neighborhood Housing Partnership (INHP)  
Panel of 2-3 “Anchors” to discuss merits of the housing program

11:30 am Depart for Lilly Campus

Noon – 1:15 pm Eli Lilly & Co,  
Welcome and Lunch - Al White

1: 15 to 2 pm **Hire** - Jason Kloth, CICP – thought leader on talent  
Panel speaking on top-tier STEM talent attraction/retention  
Sales Force HR  
Lilly HR  
One more employer

2:15 pm Return to hotel for free afternoon

5:30 pm Depart for Brickyard

6 – 8 pm Dinner at the Brickyard, site of the Indy 500  
Ryan Vaughn, Indiana Sports Corporation or Allison McLangton

8 pm Return to hotel

**Thursday, September 20**

- 9 am Breakfast at hotel – Longitude 2<sup>nd</sup> floor
- 9:15-10 am **Hire** – developing talent /pipeline panel  
Amar Patel, Teach for America  
Angela Carr Klitzsch or Marie Mackintosh, Employ Indy  
The mind trust?
- 10:15 – 11 am **Buy** – Julie Grice, Indy Chamber  
Procurement program  
Micro-lending program
- 11:30 am Meet in lobby to board coach to NCAA
- 11:45 -12:30 pm Lunch at NCAA Headquarters -- 700 W Washington St,
- 12:30 – 1 pm Philanthropy in Indy
- 1 - 2 pm Philanthropy and Business panel
- 2 – 3 pm Explore NCAA Hall of Champions interactive museum  
Or walk back downtown explore development along canal  
2:30 pm board coach to return to hotel
- 6:30 pm Dinner – TBD in Indy  
There is a 5:45 flight to SAN thru Vegas if delegates need to leave Thursday night

**Friday, September 21**

- 6:30 am – 9:30 am SWA flight to San Diego via Phoenix  
6:55 am – 10:45 am SWA Flight to San Diego via Las Vegas

**Washington DC – add on agenda**

**Thursday, September 20**

- 3:30 pm Depart from hotel to Indy airport  
5:05 pm – 6:42 pm American Airlines flight #5512 to DCA  
7:30 pm Check into Dupont Circle hotel  
8 pm Meet in Lobby for dinner

**Friday September 21**

- 9 am - 2 pm Meetings at Brookings
- 3:55 pm – 8:10 pm SWA flight via Dallas  
5:10 pm – 9:20 pm American Airlines via Phoenix  
5:40 pm - 10 pm SWA flight via Austin

Indy Economic Overview - Drew Klacik, Policy Analyst, Public Policy Institute, Indiana University  
Code Academy's with placement track record?

Ivy Tech Community College - which is the largest of its kind in the country (and a 9%  
graduation rate)

The Lumina Foundation's Talent Hubs initiative designates a number of cities/regions to focus  
on equity and educational attainment.

Who can tell the story of sports; how Indy consciously used it to raise profile in 70s

- Indiana Sports Corp?

Indiana University School of Philanthropy at downtown campus

Lilly Endowment separate from company

Downtown Development canals/trails

**Travis Spotts, Executive Director, WTC Indy**

Travis oversees the daily business operations of World Trade Center Indianapolis and manages  
trade services on behalf of Indiana businesses.

World Trade Center Indianapolis

7301 N Georgetown Road

Suite 112

Indianapolis, IN, USA 46268

+1 (317) 721-1545

Mike Langellier, president and CEO of TechPoint – a nonprofit that promotes Indiana's tech  
community – says Indiana has had \$7 billion in acquisitions and initial public offerings in the last  
decade. The biggest was when San Francisco-based Salesforce reached a \$2.5 billion deal in  
2013 to acquire Indianapolis-based ExactTarget, and then three years later promised 800  
additional jobs and took over the tallest building in the capital city.

Langellier says the state has seen the most growth in business-to-business software.

Hannah Powell for Leadership Exchange. She can be reached on her work phone (317) 464-  
2253 or emailed at [hpowell@indychamber.com](mailto:hpowell@indychamber.com).

**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.
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**1. TRAVELER:**

Travelers Name: Kimberly J. Becker Dept: BU 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:** 08/13/2018 **PLANNED DATE OF DEPARTURE/RETURN:** 09/26/18 09/27/2018

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

Destination: Atlanta, GA Purpose: Delta Headquarters Visit  
 Explanation:

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 500.00
- \*RENTAL CAR (Must complete page 2) \$ \_\_\_\_\_
- OTHER TRANSPORTATION (Taxi, Train) \$ 120.00

**B. LODGING**

\$ 400.00

**C. MEALS**

\$ 100.00

**D. SEMINAR AND CONFERENCE FEES**

\$ \_\_\_\_\_

**E. ENTERTAINMENT (If applicable)**

\$ \_\_\_\_\_

**F. OTHER INCIDENTAL EXPENSES**

\$ \_\_\_\_\_

**TOTAL PROJECTED TRAVEL EXPENSE**

\$ 1,120.00

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**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: Kimberly J. Becker Date: 8/24/18

**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.)

## Casey Diane

---

**Subject:** Delta HQ Meeting - Atlanta  
**Start:** Thu 9/27/2018 10:00 AM  
**End:** Thu 9/27/2018 1:30 PM  
**Recurrence:** (none)  
**Meeting Status:** Accepted  
**Organizer:** D'Amico Brian  
**Required Attendees:** Brown Hampton; Casey Diane

### Agenda

- Meeting, 10:00 a.m. to 12:00 p.m.
- Lunch, 12:00 p.m. to 1:30 p.m.

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

**GENERAL INSTRUCTIONS:**

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**1. TRAVELER:**

Travelers Name: Kimberly J. Becker Dept: Executive - BU 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: 05/24/2018 PLANNED DATE OF DEPARTURE/RETURN: 09/30/18 10/03/18

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

Destination: Washington, DC Purpose: San Diego Chamber of Commerce 2018 Mission to Washington, DC  
Explanation: \_\_\_\_\_

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

A. TRANSPORTATION COSTS:	
• AIRFARE	\$ <u>700.00</u>
• *RENTAL CAR (Must complete page 2)	\$ _____
• OTHER TRANSPORTATION (Taxi, Train)	\$ <u>300.00</u>
B. LODGING	\$ <u>1600.00</u>
C. MEALS	\$ <u>400.00</u>
D. SEMINAR AND CONFERENCE FEES	\$ <u>1800.00</u>
E. ENTERTAINMENT (If applicable)	\$ _____
F. OTHER INCIDENTAL EXPENSES	\$ _____
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ <u>4,800.00</u></b>

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**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: 6/8/18

**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.)

San Diego

[\(HTTPS://SDCHAMBER.ORG/\)](https://sdchamber.org/)« All Events (<https://sdchamber.org/events/>)

## 2018 MISSION TO WASHINGTON D.C.

September 30 @ 7:00 pm - October 3 @ 12:00 pm



Join the largest binational delegation to Washington, D.C. to voice your business needs and collaborate with San Diego's business leaders while meeting with the nation's top legislators and policy officials.

Attendees will have the unique opportunity to:

- **Participate in high-level meetings** with U.S. administration officials and agencies, such as Department of Transportation, U.S. Customs & Border Protection, Department of State, Housing & Urban Development and many others
- **Gain access** to our country's key decision makers and advocate for local and regional issues important to business growth and creation of jobs in the Cali-Baja region
- **Network and make invaluable connections** with elected officials on the local, state and federal level, as well as other community members

### EVENT DETAILS

**Date & Time:** Sunday, September 30 (7:00 PM) – Wednesday, October 3 (12:00 PM), 2017

**Location:** JW Marriott Washington D.C., 1331 Pennsylvania Ave. NW, Washington, DC 20004

**Event Contact:** Katie Tran | Ph: 619-544-1370 | Email: [ktran@sdchamber.org](mailto:ktran@sdchamber.org)  
(<mailto:ktran@sdchamber.org>)

*Para obtener información sobre cómo asistir "Misión a Washington DC" favor de comunicarse con Kenia: [kzamarripa@sdchamber.org](mailto:kzamarripa@sdchamber.org) (<mailto:kzamarripa@sdchamber.org>).  
(<mailto:ktran@sdchamber.org>)*



Vice President of Community & Government Relations  
2-1-1 San Diego  
([HTTPS://SDCHAMBER.ORG/](https://sdchamber.org/))

## TRIP ITINERARY

We are still in the process of developing the agenda. For your traveling purposes, please plan to arrive in D.C. before the **Welcome Reception on Sunday, 09/30 at 7:00 PM**. The last meeting will end at around 12:00 PM on Wednesday, 10/3.

Click here (<https://sdchamber.org/wp-content/uploads/2016/02/FINAL-AGENDA.pdf>) to view last year's trip itinerary.

## HOTEL INFORMATION

[JW Marriott Washington D.C.](#)  
1331 Pennsylvania Ave. NW, Washington D.C. 20004

We have secured a special room rate of \$399++ per night for standard rooms between September 30, and October 3, 2018.

## FLYING TO D.C.

### Airports:

- **Ronald Reagan Washington National Airport – DCA**  
5.3 miles to hotel | Estimated taxi fare: \$18 (one way)
- **Washington Dulles International Airport – IAD**  
27.1 miles to hotel | Estimated taxi fare: \$65 (one way)
- **Baltimore/Washington International Thurgood Marshall Airport – BWI**  
36.3 miles to hotel | Estimated taxi fare: \$70 (one way)

*Southwest Airlines, among others, offers nonstop flights to BWI Airport, which is a 45-minute drive to D.C. For those who prefer to arrive closer to the hotel – DCA Airport is a 15-minute drive to the hotel, but may not have nonstop flights.*

Most delegates arrive in the afternoon on Sunday, 9/30, prior to the **Welcome Reception at 7:00 PM** and fly out the afternoon of Wednesday, 10/3.

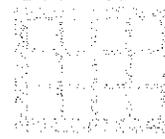
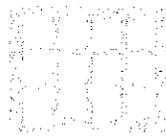
## THANK YOU SPONSORS

< >

Related Events

San Diego

(HTTPS://SDCHAMBER.ORG/)



(https://sdchamber.org/event/circlesat10barrel)

Circles of Influence Reception  
hosted by 10 Barrel Brewing  
Company

(https://sdchamber.org/event/circlesat10barrel)

May 22 @ 5:30 pm - 7:30 pm

(https://sdchamber.org/event/healthcare-committee-14/2018-12-12/)

Healthcare Committee

(https://sdchamber.org/event/healthcare-committee-14/2018-12-12/)

December 12

Recurring Event (See all)

(https://sdchamber.org/event/healthcare-committee-14/all/)

(https://sdchamber.org/event/infrastructure-housing-land-use-committee-12/2018-08-21/)

Infrastructure, Housing &  
Land Use Committee

(https://sdchamber.org/event/infrastructure-housing-land-use-committee-12/2018-08-21/)

August 21

Recurring Event (See all)

(https://sdchamber.org/event/infrastructure-housing-land-use-committee-12/all/)

**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: Kimberly J. Becker Dept: Executive - BU 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: 05/24/2018 PLANNED DATE OF DEPARTURE/RETURN: 10/04/18 10/07/18

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

Destination: Reno, NV Purpose: Executive Women in Aviation Conference  
Explanation:

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ <u>500.00</u>
• *RENTAL CAR (Must complete page 2)	\$ _____
• OTHER TRANSPORTATION (Taxi, Train)	\$ <u>100.00</u>
B. LODGING	\$ <u>900.00</u>
C. MEALS	\$ <u>300.00</u>
D. SEMINAR AND CONFERENCE FEES	\$ _____
E. ENTERTAINMENT (If applicable)	\$ _____
F. OTHER INCIDENTAL EXPENSES	\$ _____
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ <u>1,800.00</u></b>

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**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: 6/8/18

**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.)

**Casey Diane**

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**Subject:** FW: EWIA Annual Gathering - ACTION NEEDED

Hello Ladies,

This year's EWIA gathering will be held in **South Lake Tahoe** and hosted by Marily Mora from the Reno-Tahoe Airport. It's time to get a headcount for the event so we can place a block of rooms on hold. Dates for the gathering are **Thursday, October 4<sup>th</sup> through Sunday, October 7<sup>th</sup>**. The first event will be an evening reception on Thursday. We will have a formal meeting on Saturday that will shake things up a bit and make you think about the future of our airports. Wrap up will be Sunday morning.

In the next few days we will send a detailed agenda for the weekend as well as a link to the lodge. I can assure you that it is a beautiful venue in a majestic location and an event not to be missed. For a sneak peek at the venue, please open the attached photos. The Lodge at Edgewood is home to 154 luxury rooms and suites, each boasting its own gas fireplace and private deck or terrace. The Tahoe Room (Mountain View), which typically starts booking at \$340+ per night, is being offered to our group at a rate of **\$250 per night, plus tax**, and the hotel is waiving the resort fee, normally \$28.50 per night. The hotel offers a state-of-the-art fitness center, lakefront heated pool and hot-tub, complimentary Wi-Fi internet access, local courtesy shuttle, in-room coffee and bottled water and a welcome glass of champagne upon check-in. Other activities, such as luxury spa appointments and tee times at Edgewood's acclaimed 18-hole golf course, are offered for additional fees.

We hope to see you there. Please send your **responses to Marily, Bonnie and I no later than the end of May.**

1. Are you planning to attend the 2018 Executive Women in Aviation's annual gathering?
2. Which nights will you need a room?

**Thanks to Marily for hosting** the event and for pulling all of the details together. More information to come!

Kim



**Kimberly J. Becker**  
**President / CEO**  
San Diego County Regional Airport Authority  
T 619.400.2444  
[kbecker@san.org](mailto:kbecker@san.org)

**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: Kimberly J. Becker Dept: BU 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:** 08/15/2018 **PLANNED DATE OF DEPARTURE/RETURN:** 10/25/18 10/26/18

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

Destination: Oakland, CA Purpose: CAC Board Meeting  
 Explanation: \_\_\_\_\_

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	<u>550.00</u>
• *RENTAL CAR (Must complete page 2)	\$	_____
• OTHER TRANSPORTATION (Taxi, Train)	\$	<u>100.00</u>
<b>B. LODGING</b>	\$	<u>250.00</u>
<b>C. MEALS</b>	\$	<u>75.00</u>
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$	_____
<b>E. ENTERTAINMENT (If applicable)</b>	\$	_____
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$	_____
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$	<u>975.00</u>

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**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: Kimberly J. Becker Date: 8/25/18

**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.)

## Casey Diane

---

**From:** Lina Bernal <lbernal@calstrat.com>  
**Sent:** Monday, August 13, 2018 5:05 PM  
**To:** bpicken@ci.mammoth-lakes.ca.us; BRondinella@ocair.com; Bryant Francis (bfrancis@portoakland.com); Bryant Garrett (bgarrett@ci.redding.ca.us); chastert@santamariaairport.com; Deborah Ale Flint; Frank Miller; Griffiths, Roger (Roger.Griffiths@sdcounty.ca.gov); HJohns@santabarbaraca.gov; Ivar Satero (Ivar.Satero@flysfo.com); Jess Romo (Jess.Romo@longbeach.gov); Jody Wells (jwells@co.humboldt.ca.us); John Aitken (jaitken@sjc.org); jstout@sonomacountyairport.org; kbumen@co.slo.ca.us; Kevin.Meikle@fresno.gov; Becker Kimberly; Kristi McKenney (kmckenney@portoakland.com); Mark Thorpe (mthorpe@flyontario.com); mgibbs@sbdairport.com; Michael La Pier ; Mike Burrows (mburrows@sbdairport.com); relliott@sjgov.org; Rubio, Jorge; Russell Stark (rstark@sjgov.org); SandyGutierrez@co.imperial.ca.us; scott@inyokernairport.com; Sherry Miller (Sherry.Miller@chicoca.gov); Susan Daugherty (sdaugherty@co.del-norte.ca.us); Teresa Hitchcock (hitchcockt@kerncounty.com); thomas.nolan@palmsprings-ca.gov; tmattson@co.humboldt.ca.us; Todd.McNamee@ventura.org  
**Cc:** A. A. E. Sylvia Ambrogio (ambrogios@saccounty.net); Cathy Widener (AIR); DALEY, TREVOR; Diego Gonzalez; Freed, Eric [JWA]; Jennifer Fahselt (jennifer@montereyairport.com); John Hatanaka; Jon Ballesteros (Jon.Ballesteros@flysfo.com); jstout@sonomacountyairport.org; Kazmierczak, Matthew; Kristi Foy (kfoy@mjarnold.com); LBronstein@ocair.com; Linda.Quan@flysfo.com; madams2@lawa.org; Martha.Whetstone@flysfo.com; mdavis@portoakland.com; MHardyment@bur.org; Harris Matt; Michael La Pier ; Mike Arnold (marnold@mjarnold.com); Kulis Mike; mleonard@lawa.org; Richard Harris (rharris@nossaman.com); Rick Francis (rfrancis@ocair.com); Sarah Paulson Sheehy (ssheehy@bur.org); StantonL@saccounty.net; Heying Stephanie; Aida Lopez (ALopez@ocair.com); Amanda Parise; Amanda Porter; Attie Borjon (aborjon@cityofredding.org); Barbara Aspernelson; Catinna Mitchell (CMitchell@lawa.org); Chris Arrigale (chris.arrigale@flysfo.com); Claudia Guerra (Claudia.Guerra@flysfo.com); Debbie Vasquez (DVasquez@sjgov.org); Diana A. Lopez; Casey Diane; Elizabeth Gallegos (EGallegos@ocair.com); Iridian Carranza (ICarranza@lawa.org); Janelle Adams (jadams@sjc.org); Karen Kirk (KKirk@bur.org); Ken Mason (Ken.Mason@longbeach.gov); Kerri Uyesaka (Kerri.Uyesaka@fresno.gov); Kerry Fenton; Ayers Kim; Linda Crockett (LCrockett@portoakland.com); Linda.Quan@flysfo.com; Maciel Rodarte; Martha Jaramillo (mjaramillo@lawa.org); Mela Armstrong (AIR); Merced Airport (flymercedairport@cityofmerced.org); Sasha Alexander (salexander@flyontario.com); Tallie Pagano (paganot@saccounty.net); TENNELLE, REGINA M.; hlang@portoakland.com; kburke@aci-na.org; Annie Russo (ARusso@aci-na.org); Cindy Campos (ccampos@aci-na.org)  
**Subject:** Oct. 25-26 CAC Meeting in Oakland

Good Afternoon, CAC Members:

The last CAC meeting in 2018 will be at the Oakland Marriott City Center in Oakland. I will forward a separate email with hotel reservation information as we get closer to the meeting date. The tentative schedule is:

**Thursday, October 25**

6 P.M. – Dinner at Scott's Seafood

**Friday, October 26**

8:30 A.M. – Breakfast at the hotel

9 A.M. – Meeting begins

12:30 P.M. – Working Lunch

1 P.M. to 1:30 P.M. – Adjournment

Please call or email with any questions or concerns.

Thank you.

Lina

**Lina M. Bernal**  
**California Airports Council**  
**980 9<sup>th</sup> Street, Suite 2000**  
**Sacramento, CA 95814**  
**Office: 916.266.4575**  
**Mobile: 916.764.1993**  
**[lbernal@calairportsCouncil.org](mailto:lbernal@calairportsCouncil.org)**

**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: Kimberly J. Becker Dept: BU 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: 07/10/18 PLANNED DATE OF DEPARTURE/RETURN: 11/10/18 11/17/18

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

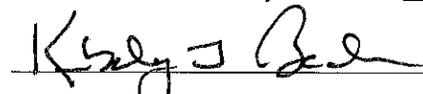
Destination: Tokyo, Japan Purpose: San Diego Trade Mission and Airline Meetings  
 Explanation: \_\_\_\_\_

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

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ <u>4,300.00</u>
• *RENTAL CAR (Must complete page 2)	\$ _____
• OTHER TRANSPORTATION (Taxi, Train)	\$ <u>200.00</u>
<b>B. LODGING</b>	\$ <u>1,800.00</u>
<b>C. MEALS</b>	\$ <u>600.00</u>
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ <u>3,500.00</u>
<b>E. ENTERTAINMENT (If applicable)</b>	\$ _____
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ _____
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$ <u>10,400.00</u>

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**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: 7/14/18

**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.)



# WORLD TRADE CENTER® SAN DIEGO

## SAN DIEGO TRADE MISSION – TOKYO, JAPAN CITIES OF THE FUTURE NOVEMBER 11-15, 2018

**GOAL:** Leverage long-term connectivity with the Japanese market in order to create new business opportunities in the defense, life sciences, and robotics industries, and continue to position the San Diego region as a global innovation hub. Core delegation will be comprised of approximately 20-25 of the region's top level business executives, trade representatives and academics, led by Congressman Scott Peters (confirmed) and California State Senate President, Toni Atkins (invited).

**WHY:** Japan is San Diego County's top source of foreign direct investment, accounting for nearly 12,000 local jobs across 407 firms. Since Japan Airlines began its non-stop, daily service from the San Diego Airport to Tokyo's Narita Airport in 2012, both San Diego and Japan have come to enjoy economic success and an influx of visitors, all who've added to the prosperity of both regions. Anchored by largescale investments by multinationals like Kyocera and Takeda, San Diego's ties to Japan have been deepened in recent years by the opening of Biocom and UCSD offices in Tokyo, Kyoto University's establishment of a satellite campus in La Jolla, and new flows of capital, firms, and exports in high tech industries. New advancements in robotics, AI, biotech and defense on both sides of the Pacific are creating new opportunities for partnerships between San Diego and one of its most important markets.

**THEMES:** Cities of the Future: life sciences, tech, defense/maritime, and startups

### DELEGATES\*:

- Congressman Scott Peters, US House of Representatives (CA-52)
  - Mayor Kevin Faulconer, City of San Diego *[invited]*
  - Senator Toni Atkins, California State Senate (39th District) *[invited]*
  - Supervisor Ron Roberts, San Diego County Board of Supervisors (Fourth District)
  - Mark Cafferty, CEO, San Diego Regional Economic Development Corporation
  - Nikia Clarke, Executive Director, World Trade Center San Diego
  - Dan Malcolm, Commissioner, Port of San Diego
  - Ann Moore, Commissioner, Port of San Diego
  - Kimberly Becker, President & CEO, San Diego County Regional Airport Authority
  - Scott Drury, President, San Diego Gas & Electric
  - Al Pisano, Professor & Dean, UC San Diego, Jacobs School of Engineering
  - Mary Walshok, Dean, UC San Diego Extension
  - Maria Cugini, VP, FoxFury Lighting Solutions
  - Dave Twining, COO, Planck Aerosystems
  - John Newsam, CEO, Tloga Research
  - Stephane Richard, CEO, CureMatch, Inc
  - Stephen Welter, VP of Research, Dean of Graduate Affairs, San Diego State University
  - David Wultz, Head of Takeda California and Global Research Externalization
  - James Perkins, COO & Chief Compliance Officer, Procopio
  - Janice Brown, founder, The Brown Law Group/ EDC Board Chair
-



# WORLD TRADE CENTER® SAN DIEGO

## SAN DIEGO TRADE MISSION – TOKYO, JAPAN CITIES OF THE FUTURE NOVEMBER 11-15, 2018

- Dave Buss, President, Cubic Global Defense
- Monique Rodriguez, Senior Director, Government Affairs, Qualcomm
- Paul Burke, Founder and CEO, Guru
- Samantha Urban, founder and CEO, Urban Translations

### DRAFT ITINERARY

#### Saturday, Nov 10

Flight Time: Depart SAN at 11:35 AM □ Arrive NRT at 4:45 PM (+1) – (JAL 65)

#### Sunday, Nov 11

Travel Time: 4:45 PM – 5:45 PM

Customs, baggage claim, meet at bus

Travel Time: 5:45 – 7:15 PM

Event: Bus ride to Imperial Hotel Tokyo

Location: Imperial Hotel Tokyo (1 Chome-1-1 Uchisaiwaicho, Chiyoda, Tokyo 100-0005, Japan)

Time: 8:30 PM – 9:30

Event: **Welcome Reception** (Optional)

Venue: Imperial Hotel Tokyo

#### Background:

Join EDC/WTC staff in the Rendezvous Bar for a drink and get acquainted with others in the delegation

Hotel website: <https://www.imperialhotel.co.jp/e/tokyo/index.html>

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#### Monday, Nov 12 (Tokyo)

Time: 8:30 AM – 9:30 AM

Meeting: **Trade Mission Briefing** XXXXXXXXXX

Venue: Imperial Hotel Tokyo

#### Participants:

All delegates and JETRO reps

#### Background:

Breakfast briefing where JETRO's senior leadership and sector specialists will welcome delegation and provide market overview. This session will also cover the trade mission agenda and provide the delegates with an opportunity to have any questions answered.



# WORLD TRADE CENTER® SAN DIEGO

## SAN DIEGO TRADE MISSION – TOKYO, JAPAN CITIES OF THE FUTURE NOVEMBER 11-15, 2018

### **Travel Time: 9:30 – 10:00 AM**

Time: 10:00 AM – 11:30 AM

#### **Event: The Future of Coastal Cities**

Venue: Tokyo Waterfront (TBC)

#### Proposed Participants:

Scripps Institution of Oceanography, Port of San Diego, elected officials, UCSD School of Engineering, Tokyo University, SDG&E, JETRO, and Planck Aerosystems

#### Background:

As regions near or directly on top of fault lines, both Japan and San Diego must remain vigilant and be prepared to address natural disasters such as earthquakes and tsunamis. Detecting these occurrences requires significant investments in research, commercial applications and technologies, and cooperation among academic, government, and private/commercial institutions. This session is a great forum for exchanging best practices around disaster preparedness and relief, while exploring what governments and companies are doing to ensure we have the latest technology and best engineering solutions for this ever-present threat.

### **Travel Time: 11:30 AM – 12:00 PM**

Time: 12:00 PM – 2:00 PM

#### **Event: Women's Leadership Forum Luncheon**

Venue: Imperial Hotel/Palace Hotel, Tokyo (*tentative*)

#### Participants:

All delegates, Qualcomm Japan, Japanese elected officials, Keidanren-Japanese Business Federation, JPMorgan Chase Japan

#### Background:

Japan has made a considerable effort to empower and engage women in both the work-place and society over the past few decades. Japanese prime-age women have now caught up and exceeded the U.S. rate of labor force participation. This forum celebrates the progress that both societies have made in gender equality while also addressing the challenges that remain.

### **Free Time: 2:00 PM – 4:00 PM**

Event: Part 1 of UC San Diego Robotics/AI module

Notes: UCSD Jacobs School of Engineering will host a symposium in partnership with Link-J. San Diego delegation will join for Part 2 of the program at 4:00 PM

Time: 4:00 PM – 5:30 PM

#### **Event: San Diego's Innovation Economy – Research, Entrepreneurship, and Collaboration**

Venue: Nihonbashi Life Science Building

#### Participants:

All delegates, Japanese Life Science companies, academicians, associations, Tokyo University, Nihonbashi LS building tenants

#### Background:

Opportunity for WTC, UC San Diego Contextual Robotics Institute, and SDSU's Intelligent Robots and Machines Laboratory to highlight their cutting edge research on Robotics, Artificial Intelligence, and Autonomous Vehicles



# WORLD TRADE CENTER® SAN DIEGO

## SAN DIEGO TRADE MISSION – TOKYO, JAPAN CITIES OF THE FUTURE NOVEMBER 11-15, 2018

as well as the underlying collaboration among academia, industry and government sectors that supports San Diego's Innovation Economy.

**Speakers:**

- Tech Collaboration Models & Opportunities: Al Pisano
- Robotics & AI: Rajesh Gupta, Todd Hylton, Stephen Welter

Time: 5:30 PM – 7:30 PM

Event: **San Diego and Japan's Innovation Hubs (Reception)** 

Venue: Nihonbashi Life Science Building

Background:

The San Diego delegation will engage members of the LINK-J, Biocom, and UC San Diego communities in Tokyo for a trade mission reception. Emphasis will be put on the interactions between the delegates and Japanese life science and technology companies, venture capitals, academia and alumni.

Invitees:

Chugai, Takeda, Daiichi Sankyo, Ajinomoto, Taisho Pharma, Kyowa Kirin, Mitsubishi Tanabe Pharma, Sumitomo Dainippon Pharma, Sony, Honda, Toyota, Hitachi, Fujitsu, NEC, Kyocera, Murata Mfg., Japan Airlines, government officials, Keidanren partners, and many others.

Remarks: Sandra Brown

**Travel Time: 7:30 – 8:00 PM [Back to Imperial Hotel]**

**End of day 1**

### Tuesday, Nov 13 (Tokyo)

Travel Time: 9:00 – 9:30 AM

Time: 9:30 AM – 11:00 AM

Event: **Unmanned Systems & National Security**

Venue: TBD

Participants:

TBD

Background:

Highlight the close cooperation in defense between San Diego and Japan in defense.

**Travel Time: 11:00 – 11:30 AM**

Time: 11:30 AM – 1:00 PM

Event: **The Future of Venture Capital**

Partners: Procopio, Guru

Participants:

Delegates, Japanese startups and VCs



# WORLD TRADE CENTER® SAN DIEGO

## SAN DIEGO TRADE MISSION – TOKYO, JAPAN CITIES OF THE FUTURE NOVEMBER 11-15, 2018

### Background:

San Diego is a city built on startups, with 98% of the regional economy consisting of small to medium-sized businesses. Softbank is the world's biggest tech investor. The company's Vision Fund recently invested \$98B in companies such as NVIDIA, WeWork, Slack, and San Diego-based Brain Corp. In this meeting, venture partners on both sides discuss the approaches they take to discovering and nurturing entrepreneurial talent and the emerging trends they see for the future.

*Notes: Lunch will be served*

### **Travel Time: 1:00 – 1:30 PM**

Time: 1:30 – 3:00 PM

Event: **Tour of NHK and discussion of 8k technology**

Venue: NHK

Background: 8k Super Hi-Vision is the next-generation broadcast media technology which combines ultra high definition images at four times the number of pixels of 4k, and 16 times that of regular high definition technology. Japan's public broadcaster NHK was the first to start research and development of 4320p resolution in the year 1995 and has since partnered with companies like SHARP to revolutionize endoscopic imaging using this 8k technology. In 2016, Panasonic and Sony announced that they would partner with NHK and others to develop broadcast technology capable of handling 8K video in time for the 2020 Tokyo Olympics.

### **Free Time: 3:00 – 5:00 PM**

### **Travel time: 5:00 – 5:30 PM**

Time: 5:30 – 7:30 PM

Event: **#SDinJapan Business Reception**

Venue: TBC [Hibiya Midtown]

### Participants:

All delegates, US Embassy, Tokyo, US Commercial Service, Japanese business community, industry, and officials, JETRO

### Background:

Reception with officials from the US Embassy and VIPs from Tokyo business community. The mixer will provide an opportunity for the delegation to spend time networking with each other as well as some of the individuals they met both days. US Embassy representative will also provide brief remarks on the consular resources available to Americans conducting business in Japan.

**End of day 2**

### Wednesday, Nov 14 (Kanagawa)

Travel Time: 8:30 – 10:30 AM

Time: 10:30 AM – 12:30 PM



# WORLD TRADE CENTER® SAN DIEGO

## SAN DIEGO TRADE MISSION – TOKYO, JAPAN

### CITIES OF THE FUTURE

NOVEMBER 11-15, 2018

#### Event: **Creating a Life Science Open Innovation Park: Takeda, Axcelead and the Shonan Health Innovation Park** CONFIDENTIAL

##### Participants:

All delegates, David Weitz (Takeda), Shonan i-Park executives, Axcelead

##### Background:

Shonan Health Innovation Park is the first life science open innovation ecosystem in Japan where pharma, start-ups, CROs, academia and government come together to discover innovative and impactful health solutions for patients across the globe. Housed within the park is one of Takeda's three global research sites (with San Diego and Boston), Axcelead, a CRO recently formed by Takeda, and T-CiRA, a 10 year joint venture for iPS cell research between Takeda and Kyoto University. San Diego has a close relationship with Shonan Health Innovation Park thanks to Takeda's San Diego research site and the many researchers that have benefited from multi-year secondments between Shonan and San Diego.

*Notes: Lunch will be served*

**Travel Time: 12:30 – 1:00 PM**

Time: 1:00 PM – 3:00 PM

#### Event: **Free Time in Ancient Kamakura** CONFIDENTIAL

##### Background:

Kamakura was the political center of Japan for over a century, starting in 1192. Often called the Kyoto of Eastern Japan, the small city is a very popular tourist destination boasting numerous temples, shrines and other historical monuments. The Great Buddha and Hachimangu Shrine are major tourist attractions for Japanese and foreigners alike. **(Self-funded tour guide option available)**

**Travel Time: 3:00 – 3:30 PM**

Time: 3:30 PM – 5:00 PM

#### Event: **Defense Innovations: Dual-Use Military Technologies** CONFIDENTIAL

Venue: Mitsubishi Electric, Kanagawa

##### Background:

In April 2018, Mitsubishi Electric will launch the Michibiki No. 4 satellite, which in tandem with a satellite Japan launched in June 2017, will work to significantly improve GPS capabilities. Once the system installation is completed, smartphone users and car navigation systems will receive more accurate map information, reducing the margin of error from 10 meters currently, down to between one meter and six centimeters.

**Travel Time: 5:00 – 6:00 PM**

Time: 6:00 – 8:00 PM

#### Event: **Global Partners in Innovation: Yokohama Sister City Dinner**

Venue: Yokohama venue (TBD)

##### Participants:

All delegates, Yokohama City officials, JETRO Yokohama

##### Background:



# WORLD TRADE CENTER® SAN DIEGO

## SAN DIEGO TRADE MISSION – TOKYO, JAPAN

### CITIES OF THE FUTURE

NOVEMBER 11-15, 2018

In 2017, San Diego and Yokohama celebrated 60 years as sister cities. In commemoration of this long-standing relationship, the City of Yokohama coordinated a visit to San Diego to showcase its new Life Innovation Platform, which seeks to enhance cooperation between Japanese institutions and foreign partners to boost innovation. This final dinner recognizes two cities reaching across the globe to create an environment conducive to life-changing discoveries.

**Travel Time: 8:00 – 9:30 PM [Back to Imperial Hotel]**

### End of day 3

#### Thursday, Nov 15 (Tokyo - Narita)

Time: 9:00 AM – 10:00 AM

Event: **Breakfast and Farewell**

Venue: Imperial Hotel Tokyo

#### Background:

Mission will be wrapped up with an informal breakfast before heading to the airport for departure.

Travel Time: 12:30 PM – 2:00 PM

**Bus ride to Tokyo Narita Airport**

Time: 5:05 PM

Flight Time: Depart NRT at 5:05 PM □ Arrive SAN at 9:45 AM – (JAL 66)

**END OF ITINERARY**

###

**APRIL BOLING**

**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 travelling 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: C. April Boling Dept: 02-Board Services  
 Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 7/24/18 PLANNED DATE OF DEPARTURE/RETURN: 11/10/18 / 11/17/18

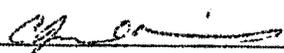
**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip- continue on extra sheets of paper as necessary):**

Destination: Tokyo, Japan Purpose: San Diego Trade Mission and Airline Meetings  
 Explanation: \_\_\_\_\_

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

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ 1,100.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 200.00
<b>B. LODGING</b>	\$ 1,800.00
<b>C. MEALS</b>	\$ 600.00
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ 3,500.00
<b>E. ENTERTAINMENT (If applicable)</b>	\$
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$ 7,250.00

**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: 7/25/18

**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: 7/26/18

**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.)



**SAN DIEGO TRADE MISSION – TOKYO, JAPAN**  
**CITIES OF THE FUTURE**  
**NOVEMBER 11-15, 2018**

**GOAL:** Leverage long-term connectivity with the Japanese market in order to create new business opportunities in the defense, life sciences, and robotics industries, and continue to position the San Diego region as a global innovation hub. Core delegation will be comprised of approximately 20-25 of the region's top level business executives, trade representatives and academics, led by Congressman Scott Peters (confirmed) and California State Senate President, Toni Atkins (invited).

**WHY:** Japan is San Diego County's top source of foreign direct investment, accounting for nearly 12,000 local jobs across 407 firms. Since Japan Airlines began its non-stop, daily service from the San Diego Airport to Tokyo's Narita Airport in 2012, both San Diego and Japan have come to enjoy economic success and an influx of visitors, all who've added to the prosperity of both regions. Anchored by largescale investments by multinationals like Kyocera and Takeda, San Diego's ties to Japan have been deepened in recent years by the opening of Blocom and UCSD offices in Tokyo, Kyoto University's establishment of a satellite campus in La Jolla, and new flows of capital, firms, and exports in high tech industries. New advancements in robotics, AI, biotech and defense on both sides of the Pacific are creating new opportunities for partnerships between San Diego and one of its most important markets.

**THEMES:** Cities of the Future: life sciences, tech, defense/maritime, and startups

**DELEGATES\*:**

- Congressman Scott Peters, US House of Representatives (CA-52)
  - Mayor Kevin Faulconer, City of San Diego *[invited]*
  - Senator Toni Atkins, California State Senate (39th District) *[invited]*
  - Supervisor Ron Roberts, San Diego County Board of Supervisors (Fourth District)
  - Mark Cafferty, CEO, San Diego Regional Economic Development Corporation
  - Nikia Clarke, Executive Director, World Trade Center San Diego
  - Dan Malcolm, Commissioner, Port of San Diego
  - Ann Moore, Commissioner, Port of San Diego
  - Kimberly Becker, President & CEO, San Diego County Regional Airport Authority
  - Scott Drury, President, San Diego Gas & Electric
  - Al Pisano, Professor & Dean, UC San Diego, Jacobs School of Engineering
  - Mary Walshok, Dean, UC San Diego Extension
  - Marla Cugini, VP, FoxFury Lighting Solutions
  - Dave Twining, COO, Planck Aerosystems
  - John Newsam, CEO, Tloga Research
  - Stephane Richard, CEO, CureMatch, Inc
  - Stephen Welter, VP of Research, Dean of Graduate Affairs, San Diego State University
  - David Weitz, Head of Takeda California and Global Research Externalization
  - James Perkins, COO & Chief Compliance Officer, Procopio
  - Janice Brown, founder, The Brown Law Group/ EDC Board Chair
-



# WORLD TRADE CENTER® SAN DIEGO

## SAN DIEGO TRADE MISSION – TOKYO, JAPAN CITIES OF THE FUTURE NOVEMBER 11-15, 2018

- Dave Buss, President, Cubic Global Defense
- Monique Rodriguez, Senior Director, Government Affairs, Qualcomm
- Paul Burke, Founder and CEO, Guru
- Samantha Urban, founder and CEO, Urban Translations

### DRAFT ITINERARY

#### Saturday, Nov 10

Flight Time: Depart SAN at 11:35 AM □ Arrive NRT at 4:45 PM (+1) – (JAL 65)

#### Sunday, Nov 11

Travel Time: 4:45 PM – 5:45 PM

Customs, baggage claim, meet at bus

Travel Time: 5:45 – 7:15 PM

Event: Bus ride to Imperial Hotel Tokyo

Location: Imperial Hotel Tokyo (1 Chome-1-1 Uchisaiwaicho, Chiyoda, Tokyo 100-0005, Japan)

Time: 8:30 PM – 9:30

Event: **Welcome Reception** (Optional)

Venue: Imperial Hotel Tokyo

#### Background:

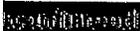
Join EDC/WTC staff in the Rendezvous Bar for a drink and get acquainted with others in the delegation

Hotel website: <https://www.imperialhotel.co.jp/e/tokyo/index.html>

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#### Monday, Nov 12 (Tokyo)

Time: 8:30 AM – 9:30 AM

Meeting: **Trade Mission Briefing** 

Venue: Imperial Hotel Tokyo

#### Participants:

All delegates and JETRO reps

#### Background:

Breakfast briefing where JETRO's senior leadership and sector specialists will welcome delegation and provide market overview. This session will also cover the trade mission agenda and provide the delegates with an opportunity to have any questions answered.



# WORLD TRADE CENTER® SAN DIEGO

## SAN DIEGO TRADE MISSION – TOKYO, JAPAN CITIES OF THE FUTURE NOVEMBER 11-15, 2018

**Travel Time: 9:30 – 10:00 AM**

Time: 10:00 AM – 11:30 AM

**Event: The Future of Coastal Cities**

Venue: Tokyo Waterfront (TBC)

Proposed Participants:

Scripps Institution of Oceanography, Port of San Diego, elected officials, UCSD School of Engineering, Tokyo University, SDG&E, JETRO, and Planck Aerosystems

Background:

As regions near or directly on top of fault lines, both Japan and San Diego must remain vigilant and be prepared to address natural disasters such as earthquakes and tsunamis. Detecting these occurrences requires significant investments in research, commercial applications and technologies, and cooperation among academic, government, and private/commercial institutions. This session is a great forum for exchanging best practices around disaster preparedness and relief, while exploring what governments and companies are doing to ensure we have the latest technology and best engineering solutions for this ever-present threat.

**Travel Time: 11:30 AM – 12:00 PM**

Time: 12:00 PM – 2:00 PM

**Event: Women's Leadership Forum Luncheon**

Venue: Imperial Hotel/Palace Hotel, Tokyo (*tentative*)

Participants:

All delegates, Qualcomm Japan, Japanese elected officials, Keldanren-Japanese Business Federation, JPMorgan Chase Japan

Background:

Japan has made a considerable effort to empower and engage women in both the work-place and society over the past few decades. Japanese prime-age women have now caught up and exceeded the U.S. rate of labor force participation. This forum celebrates the progress that both societies have made in gender equality while also addressing the challenges that remain.

**Free Time: 2:00 PM – 4:00 PM**

Event: Part 1 of UC San Diego Robotics/AI module

Notes: UCSD Jacobs School of Engineering will host a symposium in partnership with Link-J. San Diego delegation will join for Part 2 of the program at 4:00 PM

Time: 4:00 PM – 5:30 PM

**Event: San Diego's Innovation Economy – Research, Entrepreneurship, and Collaboration**

Venue: Nihonbashi Life Science Building

Participants:

All delegates, Japanese Life Science companies, academicians, associations, Tokyo University, Nihonbashi LS building tenants

Background:

Opportunity for WTC, UC San Diego Contextual Robotics Institute, and SDSU's Intelligent Robots and Machines Laboratory to highlight their cutting edge research on Robotics, Artificial Intelligence, and Autonomous Vehicles



# WORLD TRADE CENTER® SAN DIEGO

## SAN DIEGO TRADE MISSION – TOKYO, JAPAN CITIES OF THE FUTURE NOVEMBER 11-15, 2018

as well as the underlying collaboration among academia, industry and government sectors that supports San Diego's Innovation Economy.

**Speakers:**

- Tech Collaboration Models & Opportunities: Al Pisano
- Robotics & AI: Rajesh Gupta, Todd Hylton, Stephen Welter

Time: 5:30 PM – 7:30 PM

Event: **San Diego and Japan's Innovation Hubs (Reception)** [Continued]

Venue: Nihonbashi Life Science Building

Background:

The San Diego delegation will engage members of the LINK-J, Bloccom, and UC San Diego communities in Tokyo for a trade mission reception. Emphasis will be put on the interactions between the delegates and Japanese life science and technology companies, venture capitals, academia and alumni.

Invitees:

Chugai, Takeda, Daiichi Sankyo, Ajinomoto, TaiSho Pharma, Kyowa Kirin, Mitsubishi Tanabe Pharma, Sumitomo Dainippon Pharma, Sony, Honda, Toyota, Hitachi, Fujitsu, NEC, Kyocera, Murata Mfg., Japan Airlines, government officials, Keldanren partners, and many others.

Remarks: Sandra Brown

**Travel Time: 7:30 – 8:00 PM [Back to Imperial Hotel]**

**End of day 1**

### Tuesday, Nov 13 (Tokyo)

Travel Time: 9:00 – 9:30 AM

Time: 9:30 AM – 11:00 AM

Event: **Unmanned Systems & National Security**

Venue: TBD

Participants:

TBD

Background:

Highlight the close cooperation in defense between San Diego and Japan in defense.

**Travel Time: 11:00 – 11:30 AM**

Time: 11:30 AM – 1:00 PM

Event: **The Future of Venture Capital**

Partners: Procopio, Guru

Participants:

Delegates, Japanese startups and VCs



# WORLD TRADE CENTER® SAN DIEGO

## SAN DIEGO TRADE MISSION – TOKYO, JAPAN CITIES OF THE FUTURE NOVEMBER 11-15, 2018

### Background:

San Diego is a city built on startups, with 98% of the regional economy consisting of small to medium-sized businesses. Softbank is the world's biggest tech investor. The company's Vision Fund recently invested \$98B in companies such as NVIDIA, WeWork, Slack, and San Diego-based Brain Corp. In this meeting, venture partners on both sides discuss the approaches they take to discovering and nurturing entrepreneurial talent and the emerging trends they see for the future.

*Notes: Lunch will be served*

**Travel Time: 1:00 – 1:30 PM**

Time: 1:30 – 3:00 PM

Event: **Tour of NHK and discussion of 8k technology**

Venue: NHK

Background: 8k Super Hi-Vision is the next-generation broadcast media technology which combines ultra high definition images at four times the number of pixels of 4k, and 16 times that of regular high definition technology. Japan's public broadcaster NHK was the first to start research and development of 4320p resolution in the year 1995 and has since partnered with companies like SHARP to revolutionize endoscopic imaging using this 8k technology. In 2016, Panasonic and Sony announced that they would partner with NHK and others to develop broadcast technology capable of handling 8K video in time for the 2020 Tokyo Olympics.

**Free Time: 3:00 – 5:00 PM**

**Travel time: 5:00 – 5:30 PM**

Time: 5:30 – 7:30 PM

Event: **#SDInJapan Business Reception**

Venue: TBC [Hibiya Midtown]

### Participants:

All delegates, US Embassy, Tokyo, US Commercial Service, Japanese business community, industry, and officials, JETRO

### Background:

Reception with officials from the US Embassy and VIPs from Tokyo business community. The mixer will provide an opportunity for the delegation to spend time networking with each other as well as some of the individuals they met both days. US Embassy representative will also provide brief remarks on the consular resources available to Americans conducting business in Japan.

**End of day 2**

Wednesday, Nov 14 (Kanagawa)

Travel Time: 8:30 – 10:30 AM

Time: 10:30 AM – 12:30 PM



# WORLD TRADE CENTER® SAN DIEGO

## SAN DIEGO TRADE MISSION – TOKYO, JAPAN CITIES OF THE FUTURE NOVEMBER 11-15, 2018

Event: **Creating a Life Science Open Innovation Park: Takeda, Axcelead and the Shonan Health Innovation Park**

Participants:

All delegates, David Weitz (Takeda), Shonan i-Park executives, Axcelead

Background:

Shonan Health Innovation Park is the first life science open innovation ecosystem in Japan where pharma, start-ups, CROs, academia and government come together to discover innovative and impactful health solutions for patients across the globe. Housed within the park is one of Takeda's three global research sites (with San Diego and Boston), Axcelead, a CRO recently formed by Takeda, and T-CIRA, a 10 year joint venture for IPS cell research between Takeda and Kyoto University. San Diego has a close relationship with Shonan Health Innovation Park thanks to Takeda's San Diego research site and the many researchers that have benefited from multi-year secondments between Shonan and San Diego.

*Notes: Lunch will be served*

**Travel Time: 12:30 – 1:00 PM**

Time: 1:00 PM – 3:00 PM

Event: **Free Time in Ancient Kamakura**

Background:

Kamakura was the political center of Japan for over a century, starting in 1192. Often called the Kyoto of Eastern Japan, the small city is a very popular tourist destination boasting numerous temples, shrines and other historical monuments. The Great Buddha and Hachimangu Shrine are major tourist attractions for Japanese and foreigners alike. **(Self-funded tour guide option available)**

**Travel Time: 3:00 – 3:30 PM**

Time: 3:30 PM – 5:00 PM

Event: **Defense Innovations: Dual-Use Military Technologies**

Venue: Mitsubishi Electric, Kanagawa

Background:

In April 2018, Mitsubishi Electric will launch the Michibiki No. 4 satellite, which in tandem with a satellite Japan launched in June 2017, will work to significantly improve GPS capabilities. Once the system installation is completed, smartphone users and car navigation systems will receive more accurate map information, reducing the margin of error from 10 meters currently, down to between one meter and six centimeters.

**Travel Time: 5:00 – 6:00 PM**

Time: 6:00 – 8:00 PM

Event: **Global Partners in Innovation: Yokohama Sister City Dinner**

Venue: Yokohama venue (TBD)

Participants:

All delegates, Yokohama City officials, JETRO Yokohama

Background:



# WORLD TRADE CENTER® SAN DIEGO

## SAN DIEGO TRADE MISSION – TOKYO, JAPAN CITIES OF THE FUTURE NOVEMBER 11-15, 2018

In 2017, San Diego and Yokohama celebrated 60 years as sister cities. In commemoration of this long-standing relationship, the City of Yokohama coordinated a visit to San Diego to showcase its new Life Innovation Platform, which seeks to enhance cooperation between Japanese Institutions and foreign partners to boost innovation. This final dinner recognizes two cities reaching across the globe to create an environment conducive to life changing discoveries.

**Travel Time: 8:00 – 9:30 PM [Back to Imperial Hotel]**

**End of day 3**

### Thursday, Nov 15 (Tokyo - Narita)

Time: 9:00 AM – 10:00 AM

Event: **Breakfast and Farewell**

Venue: Imperial Hotel Tokyo

#### Background:

Mission will be wrapped up with an informal breakfast before heading to the airport for departure.

Travel Time: 12:30 PM – 2:00 PM

**Bus ride to Tokyo Narita Airport**

Time: 5:05 PM

Flight Time: Depart NRT at 5:05 PM □ Arrive SAN at 9:45 AM – (JAL 66)

**END OF ITINERARY**

###

**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: 5-25-18 PLANNED DATE OF DEPARTURE/RETURN: 7/19/18 / 7/21/18

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

Destination: Vancouver, BC Canada Purpose: ACI Legal Steering Committee  
 Explanation:

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	<u>800.00</u>
• *RENTAL CAR (Must complete page 2)	\$	
• OTHER TRANSPORTATION (Taxi, Train)	\$	<u>60.00</u>
B. LODGING	\$	<u>620.00</u>
C. MEALS	\$	<u>150.00</u>
D. SEMINAR AND CONFERENCE FEES	\$	
E. ENTERTAINMENT (If applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$	

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**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: 5/25/18

**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.)

**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:** 7-13-18 PLANNED DATE OF DEPARTURE/RETURN: 9-28-18 / 10-3-18

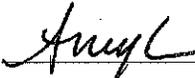
**3. DESTINATIONS/PURPOSE** (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):  
Destination: Nashville, TN Purpose: ACI-NA Annual Conference  
Explanation: ACI-NA Annual Conference

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

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ <u>850.00</u>
• *RENTAL CAR (Must complete page 2)	\$ _____
• OTHER TRANSPORTATION (Taxi, Train)	\$ <u>60.00</u>
<b>B. LODGING</b>	\$ <u>1,200.00</u>
<b>C. MEALS</b>	\$ <u>150.00</u>
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ _____
<b>E. ENTERTAINMENT (If applicable)</b>	\$ _____
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ _____
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$ _____

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**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: 7-18-18

**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.)

**PAUL ROBINSON**

**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: Paul Robinson Dept: 02-Board

Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 6/18/18 PLANNED DATE OF DEPARTURE/RETURN: 9/29/18 / 10/3/18

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

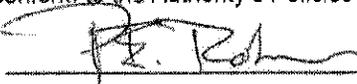
Destination: Washington, DC Purpose: Attend Conference  
Explanation: San Diego Regional Chamber of Commerce "Mission to Washington, DC"

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ 750.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 150.00
B. LODGING	\$ 1,800.00
C. MEALS	\$ 50.00
D. SEMINAR AND CONFERENCE FEES	\$ 1,300.00
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 4,050.00</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: 6/18/18

**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.)

« All Events (<https://sdchamber.org/events/>)

## 2018 MISSION TO WASHINGTON D.C.

September 30 - October 3



Join the largest binational delegation to Washington, D.C. to voice your business needs and collaborate with San Diego's business leaders while meeting with the nation's top legislators and policy officials.

Attendees will have the unique opportunity to:

- **Participate in high-level meetings** with U.S. administration officials and agencies, such as Department of Transportation, U.S. Customs & Border Protection, Department of State, Housing & Urban Development and many others
- **Gain access** to our country's key decision makers and advocate for local and regional issues important to business growth and creation of jobs in the Cali-Baja region
- **Network and make invaluable connections** with elected officials on the local, state and federal level, as well as other community members

### EVENT DETAILS

**Date & Time:** Sunday, September 30 (7:00 PM) – Wednesday, October 3 (12:00 PM), 2018

**Location:** JW Marriott Washington D.C., 1331 Pennsylvania Ave. NW, Washington, DC 20004

**Event Contact:** Katie Tran | Ph: 619-544-1370 | Email: [ktran@sdchamber.org](mailto:ktran@sdchamber.org)  
(<mailto:ktran@sdchamber.org>)

*Para obtener información sobre cómo asistir "Misión a Washington DC" favor de comunicarse con Kenia: [kzamarripa@sdchamber.org](mailto:kzamarripa@sdchamber.org) (<mailto:kzamarripa@sdchamber.org>).  
(<mailto:ktran@sdchamber.org>)*



Vice President of Community & Government Relations  
2-1-1 San Diego

## TRIP ITINERARY

We are still in the process of developing the agenda. For your traveling purposes, please plan to arrive in D.C. before the Welcome Reception on Sunday, 09/30 at 7:00 PM. The last meeting will end at around 12:00 PM on Wednesday, 10/3.

Click here (</wp-content/uploads/2016/02/FINAL-AGENDA-2.pdf>) to view last year's trip itinerary.

## HOTEL INFORMATION

### JW Marriott Washington D.C.

1331 Pennsylvania Ave. NW, Washington D.C. 20004

We have secured a special room rate of \$399++ per night for standard rooms from September 30 to October 3, 2018. Call (202) 393-2000 to reserve, and mention the San Diego Regional Chamber room block.

## FLYING TO D.C.

### Airports:

- Ronald Reagan Washington National Airport – DCA  
4.3 miles to hotel | Estimated taxi fare: \$20 (one way)
- Washington Dulles International Airport – IAD  
26.5 miles to hotel | Estimated taxi fare: \$60 (one way)
- Baltimore/Washington International Thurgood Marshall Airport – BWI  
34 miles to hotel | Estimated taxi fare: \$90 (one way)

*Southwest Airlines, among others, offers nonstop flights to BWI Airport, which is a 45-minute drive to D.C. For those who prefer to arrive closer to the hotel – DCA Airport is a 15-minute drive to the hotel, but may not have nonstop flights.*

Most delegates arrive in the afternoon on Sunday, 9/30, prior to the Welcome Reception at 7:00 PM and fly out the afternoon of Wednesday, 10/3.

## THANK YOU SPONSORS

< >



o o

### SPONSORSHIP OPPORTUNITIES:

Numerous sponsorship opportunities are available for this event. Click here (/wp-content/uploads/2016/02/Washington-DC-Sponsorship-2018.compressed.pdf) for information or contact Sherman Stocker at sstocker@sdchamber.org (mailto:sstocker@sdchamber.org) or (619) 544-1354.

### APPLICATION & FEES

The participation fees below do not include hotel or airfare. Fees include hosted events and meetings.

**Applications submitted by 08/03/18:**

- Chamber members: \$1,800
- Additional attendee or spouse/companion: \$1,300
- Non-members: \$2,800

**Between 08/04/18 – 09/14/18:**

- Chamber members: \$2,300
- Additional attendee or spouse/companion: \$1,300
- Non-members: \$2,800

**Between 09/15/18 – 09/26/18:**

- All applicants: \$3200

**APPLICATIONS CLOSE AT 6:00 PM ON TUESDAY, SEPTEMBER 26, 2018.**

APPLY NOW!
(HTTPS://WWW.CVENT.COM/EVENTS/2018- MISSION-TO- WASHINGTON-D- C-/REGISTRATION- E4EF81EA8E534C179D6A3DC9A7DA8D74.ASPX? FQP=TRUE)

### CANCELLATION POLICY

# **BUSINESS EXPENSE**

**KIM BECKER**

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

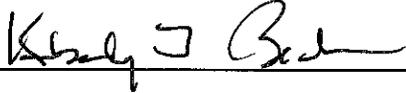
## BUSINESS EXPENSE REIMBURSEMENT REPORT

Kim Becker

May 2018

Period Covered

DATE	G/L Account	Description	AMOUNT
5/17/18	66290.00000	Transportation San Diego Taxpayers Golden Watchdog Awards	\$3.06
5/18/18	66290.00000	Parking Harvey Milk Diversity Breakfast	\$ 12.00
5/30/18	66290.00000	Transportation San Diego Port Tenants Association Anniversary Dinner	\$ 20.30
<b>TOTAL</b>			<b>\$35.36</b>

<p>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.</p> <p><b>* Policy 3.30</b></p>	<p>APPROVED:</p>
<p style="text-align: center;"></p>	<p>NAME</p>
<p style="text-align: center;">6/4/18</p>	<p>NAME</p>
<p>DATE</p>	<p>DATE</p>

**Casey Diane**

---

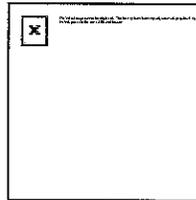
**From:** Kim Becker <kbeckersj@yahoo.com>  
**Sent:** Friday, May 25, 2018 8:20 AM  
**To:** Casey Diane  
**Subject:** Fwd: Your ride with Alfredo on May 17

*Transportation*  
*5/17/18*  
*Taxpayers Assoc*  
*2018 Golden*  
*Watchdog Award*

Tax payers

Begin forwarded message:

**From:** Lyft Ride Receipt <[no-reply@lyftmail.com](mailto:no-reply@lyftmail.com)>  
**Date:** May 18, 2018 at 6:11:38 PM PDT  
**To:** [kbeckersj@yahoo.com](mailto:kbeckersj@yahoo.com)  
**Subject:** Your ride with Alfredo on May 17



**Thanks for riding with Alfredo!**

May 17, 2018 at 5:56 PM

**How was your route?**

We want your feedback! Based on efficiency and directness, how would you rate your route?

**Bad**

**Okay**

**Good**

**Ride Details**

Line fare (2.62mi, 14m 40s)	\$7.29
Lyft Line Discount	-\$4.23

---

**This and every ride is carbon neutral**



**Learn more**



 Pickup 5:56 PM  
1522 9th Ave, San Diego, CA

 Drop-off 6:11 PM  
839 Gull St, San Diego, CA

 Add driver as favorite

 Tip driver

 Find lost item

 Request review

To protect against unauthorized behavior, you may see an authorization hold up to \$25. This is to verify your payment method and will not be charged.

[Pricing FAQ](#) · [Help Center](#)

Receipt #1135162369369737088

To learn more about our Zero Tolerance Policies, go to [lyft.com/safety](https://lyft.com/safety)

Map data © OpenStreetMap contributors



© Lyft 2018  
185 Berry Street, Suite 5000  
San Francisco, CA 94107

    
Work at Lyft  
Become a Driver

**RECEIPTS FOR BUSINESS EXPENSE REIMBURSEMENT**  
**MAY 2018**  
**KIMBERLY J. BECKER**

05/18/18-

Harvey Milk Diversity  
Breakfast



ACE PARKING MANAGEMENT, INC.

Taxpayers  
Golden Waterbury  
Awards Dinner

LOCATION

1180

Amount Received \$

12-

RECEIPT OF PAYMENT

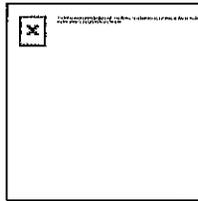
Signed.....

*[Signature]*

05/30/18 - Transportation  
To: SD Port Tenants Association  
ANNIVERSARY DINNER

Casey Diane

**From:** no-reply@lyftmail.com on behalf of Lyft Ride Receipt <no-reply@lyftmail.com>  
**Sent:** Wednesday, May 30, 2018 6:05 PM  
**To:** Becker Kimberly  
**Subject:** Your ride with Christa on May 30



Thanks for riding with Christa!

May 30, 2018 at 5:54 PM

**Ride Details**

Lyft fare (1.48mi, 8m 46s)	\$6.65
Tip	\$3.00
 PayPal account	<b>\$9.65</b>

**This and every ride is carbon neutral**



**Learn more**



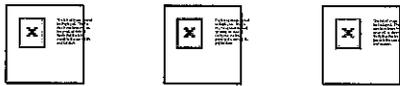
 Pickup 5:54 PM  
830 Beech St, San Diego, CA

 Drop-off 6:02 PM  
545 Kettner Blvd, San Diego, CA

**Expense Code:** PORT TENANTS DINNER

## Earn Free Rides

Get \$500 in credit for referring a San Diego driver if they apply using your link, and give 175 rides within 30 days. They'll get a \$500 cash bonus, too!



First 1,000 applicants per market for a limited time only. See [terms](#).

 Add driver as favorite

 Tip driver

 Find lost item

 Request review

To protect against unauthorized behavior, you may see an authorization hold up to \$25. This is to verify your payment method and will not be charged.

[Pricing FAQ](#) · [Help Center](#)

Receipt #1139986896597434854

To learn more about our Zero Tolerance Policies, go to [lyft.com/safety](https://lyft.com/safety)

Map data © OpenStreetMap contributors



© Lyft 2018  
185 Berry Street, Suite 5000  
San Francisco, CA 94107

    
Work at Lyft  
Become a Driver

05/30/18 - Transportation  
From: SD Port TENANTS  
ANNIVERSARY DINNER

Casey Diane

**From:** no-reply@lyftmail.com on behalf of Lyft Ride Receipt <no-reply@lyftmail.com>  
**Sent:** Wednesday, May 30, 2018 10:11 PM  
**To:** Becker Kimberly  
**Subject:** Your ride with Lejoya on May 30



Thanks for riding with Lejoya!

May 30, 2018 at 9:58 PM

**Ride Details**

Lyft fare (1.51mi, 6m 41s)	\$7.65
Tip	\$3.00
PayPal account	<b>\$10.65</b>

**This and every ride is carbon neutral**



**Learn more**



Pickup 9:58 PM  
1 Market Pl, San Diego, CA

Drop-off 10:05 PM  
849 Beech St, San Diego, CA

**Expense Code:** PORT TENANTS DINNER

## Earn Free Rides

Get \$500 in credit for referring a San Diego driver if they apply using your link, and give 175 rides within 30 days. They'll get a \$500 cash bonus, too!



First 1,000 applicants per market for a limited time only. See [terms](#).

 Add driver as favorite

 Tip driver

 Find lost item

 Request review

To protect against unauthorized behavior, you may see an authorization hold up to \$25. This is to verify your payment method and will not be charged.

[Pricing FAQ](#) · [Help Center](#)

Receipt #1140048002172648734

To learn more about our Zero Tolerance Policies, go to [lyft.com/safety](https://lyft.com/safety)

Map data © OpenStreetMap contributors



© Lyft 2018  
185 Berry Street, Suite 5000  
San Francisco, CA 94107

    
Work at Lyft  
Become a Driver

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## BUSINESS EXPENSE REIMBURSEMENT REPORT

Kimberly J. Becker

JUNE 2018

Period Covered

DATE	G/L Account	Description	AMOUNT
6/7/2018	66290	Parking Lawyers Club of San Diego - Annual Dinner	\$ 15.00
TOTAL			\$15.00

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

Kimberly J. Becker

NAME Kimberly Becker

7/2/18

DATE 4/4/2018

APPROVED:

NAME

DATE

Business Expenses  
Kim Becker

Ace Parking

Date: 06/07/2018  
Employee #: 067196

Time: 17:25

Convention Center

PUBLIC RATE  
\$15.00 (Cash)

NO REFUNDS. NO IN/OUT PRIVILEGES.

THIS CONTRACT LIMITS OUR LIABILITY - READ IT  
The management hereby declares itself not responsible for fire, theft, damage or loss of car or any article left in same, all of such risk being assumed by licensee. only a rental spaces license is granted hereby and no bailment is intended or granted.

NO OVERNIGHT PARKING. Permit expires at 2:00am.  
Any vehicles left after 2:00am will be subject to tow at owners' expense.

06/07- Lawyers club of  
San Diego  
Annual Dinner  
Parking



0671961528417516

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## BUSINESS EXPENSE REIMBURSEMENT REPORT

Kimberly J. Becker

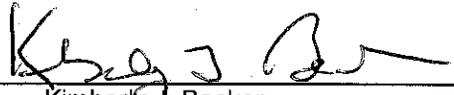
6/7/2018

Period Covered

DATE	G/L Account	Description	AMOUNT
6/7/18	66240.10000	Lawyers Club Annual Dinner with Board Member Schiavoni 1 Event Ticket Purchased for Kimberly Becker  <i>Please see attached Authority Policy 3.30 - Business Expenses, sub-section a) number (2).</i>	\$145.00
<b>TOTAL</b>			<b>\$145.00</b>

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 Kimberly J. Becker

DATE 7/27/18

DATE

APPROVED:

NAME

DATE



### Interoffice Communication

Date: May 25, 2018  
 To: Johanna Schiavoni  
 From: Diane Casey *DI*  
 Subject: Lawyers Club Annual Dinner

Hi Johanna,

Attached is Kim's check, in the amount of \$145, for the ticket to attend the Lawyers Club Annual Dinner on June 7<sup>th</sup>.

Kim is looking forward to joining you and your colleagues for this event and seeing you receive the Community Service Award.

Take care, DI

**Diane Casey**  
 Executive Assistant  
 T 619.400.2445  
 M 609.440.7479  
 dcasey@san.org

KIMBERLY J BECKER 90-7418/3222 1074

DATE 5/25/18

PAY TO THE ORDER OF Law Office of Johanna Schiavoni \$ 145.00

One Hundred Forty Five and 00/100 DOLLARS  Security Features Details on back

**Logix** smarter banking™ *Platinum Member*

Logix Federal Credit Union  
 For Member Verification: (618)565-3084

MEMO Lawyers Club annual Dinner Kim J Beck



## Casey Diane

---

**Subject:** Lawyers Club of San Diego Annual Dinner with Johanna Schiavoni  
**Location:** Marriott Marquis Marina Hotel, Grand Ballroom, 333 West Harbor Drive, San Diego, CA 92101

**Start:** Thu 6/7/2018 5:00 PM  
**End:** Thu 6/7/2018 8:30 PM  
**Show Time As:** Out of Office

**Recurrence:** (none)

**Organizer:** Becker Kimberly

**Categories:** Out of Office

### Agenda

- 5:00 p.m. Cocktail Hour
- 6:00 p.m. Dinner & Program

Featuring Keynote Speaker and  
2018 Icon Award Recipient

**LORETTA LYNCH**

Former United States Attorney General



*HONORING*

Hon. Randa Trapp

Belva Lockwood  
Award

Johanna Schiavoni

Community Service  
Award

Mehry Mohsen

C. Hugh Friedman  
New Lawyer Award

Individual tickets will be sold exclusively online at  
[www.lawyersclubsandiego.com](http://www.lawyersclubsandiego.com)

LAWYERS CLUB MEMBERS - \$145

LAWYERS CLUB STUDENT MEMBERS - \$100

GENERAL PUBLIC - \$175

Attendees must check-in at registration desk located in Marriott  
Grand Ballroom foyer. Cash bar available from 5:00 - 6:15 pm.  
Dinner and program begins in Marriott Grand Ballroom at 6:30 pm.  
Registration required by May 24, 2018. No refunds or cancellations  
after May 24, 2018. Business Attire.

FOR MORE INFORMATION AND SPONSORSHIP OPPORTUNITIES,  
PLEASE CONTACT ANNUAL DINNER COMMITTEE CO-CHAIRS  
ELVIRA CORTEZ AND TRACY SCHIMELFENIG AT  
ELVIRA.CORTEZ@DINSMORE.COM AND TSCHIMELFENIG@CBLG BIZ

6/7  
500  
per

**Casey Diane**

---

**From:** Johanna Schiavoni <johanna@schiaivoni-law.com>  
**Sent:** Thursday, May 24, 2018 3:30 PM  
**To:** Casey Diane  
**Subject:** Re: Lawyers Club Annual Dinner

Hi Diane,

As we discussed, I purchased an entire table through my law firm, and I was able to purchase the tickets at the Member rate of \$145 per ticket.

I had invited Kim as my guest and would be delighted to have her there as such. However, if, under Authority guidance, she needs to reimburse the cost of the ticket, she can write the check to: Law Office of Johanna S. Schiavoni, and send it to me at the address below.

I'll put in her order for the steak. Thanks!

Regards,  
Johanna

Johanna Schiavoni  
Appellate Attorney  
Certified Appellate Specialist, CA Board of Legal Specialization

Law Office of Johanna S. Schiavoni  
3170 Fourth Ave., Suite 250  
San Diego, CA 92103  
Tel: (619) 269-4046  
Email: johanna@schiaivoni-law.com  
Web: www.schiaivoni-law.com

---

**From:** Diane Casey <dcasey@san.org>  
**Date:** Thursday, May 24, 2018 at 2:50 PM  
**To:** Johanna Schiavoni <johanna@schiaivoni-law.com>  
**Subject:** RE: Lawyers Club Annual Dinner

Hi Johanna,

So funny you wrote about this dinner; I was just meeting with Kim and this was one of our topics. Kim will be joining you for the dinner and would like the grilled flat iron steak for her entree. Also, because of our Authority policies, Kim will

need to pay for her ticket to this event. Would you please let me know to whom she should direct the check and confirm that the ticket is \$175?

Thanks and take care, Di



**Diane Casey**  
**Executive Assistant | Executive Office**  
San Diego County Regional Airport Authority  
T 619.400.2445 | M 609.440.7479  
[dcasey@san.org](mailto:dcasey@san.org)

**From:** Johanna Schiavoni <[johanna@schiaivoni-law.com](mailto:johanna@schiaivoni-law.com)>  
**Sent:** Thursday, May 24, 2018 2:44 PM  
**To:** Casey Diane <[dcasey@san.org](mailto:dcasey@san.org)>  
**Subject:** FW: Lawyers Club Annual Dinner

Hi Diane,

Earlier this week during our monthly call, I invited Kim to a dinner event on June 7. She checked her calendar and indicated that she would like to attend. I just wanted to confirm that the event still works for Kim's calendar, since I believe she was leaving town the following day. Would you mind confirming? (I haven't heard back from the email below).

Also, would you mind please letting me know whether she prefers: salmon, steak or mushroom risotto for her dinner option?

Much appreciated.

Thanks!  
Johanna

Johanna Schiavoni  
Appellate Attorney  
Certified Appellate Specialist, CA Board of Legal Specialization

Law Office of Johanna S. Schiavoni  
3170 Fourth Ave., Suite 250  
San Diego, CA 92103  
Tel: (619) 269-4046  
Email: [johanna@schiaivoni-law.com](mailto:johanna@schiaivoni-law.com)  
Web: [www.schiaivoni-law.com](http://www.schiaivoni-law.com)

---

**From:** Johanna Schiavoni <[johanna@schiaivoni-law.com](mailto:johanna@schiaivoni-law.com)>  
**Date:** Monday, May 21, 2018 at 3:48 PM

To: "Kimberly J. Becker" <[Kbecker@san.org](mailto:Kbecker@san.org)>

Subject: Lawyers Club Annual Dinner

Hi Kim,

I'm so delighted you'll be my guest at Lawyers Club of San Diego's annual dinner on the evening of June 7. The invitation is attached, and further details are below. I hope you'll enjoy the event—I am putting together a fun table (mostly non-lawyers)!

Lawyers Club of San Diego Annual Dinner

Thursday, June 7, 2018

Check-in/cocktail hour: 5:00pm

Dinner & program: 6:00pm

Marriott Marquis San Diego Marina Hotel

333 West Harbor Drive, San Diego

When you have a moment, please let me know your meal preference:

1. Lemon Pepper Salmon w/ Mushroom Risotto, Asparagus & Blood Orange Beurre Blanc
2. Grilled Flat Iron Steak w/ Broccoli Cheddar Gratin, Steak Fries, Broccoli Sprouts & Steak Sauce
3. Vegetarian Mushroom Risotto w/ Spinach Puree & Grilled Vegetables

Best,  
Johanna

ATTACHMENT A

BUSINESS EXPENSES

Reimbursable Business Expenses. This section lists *business expenses* that generally are reimbursable, and sets forth the requirements and procedures for Board members and employees to obtain reimbursement for such expenses. Any expense(s) not listed in this attachment may not be authorized nor reimbursed without special pre-approval by the respective Administrator:

(a) *Meals, Entertainment and Gratuities:*

(i) *Definition of Meal, Entertainment and Gratuity Expenses.*

(1) *Meals* – expenses include the costs of food, beverages and taxes. Alcohol expenses are not reimbursable unless specifically pre-approved by the Executive Committee for all Board member requests or the President/CEO for all Authority staff requests.

(2) *Entertainment* – expenses incurred in any activity generally considered to provide socially appropriate entertainment, amusement or recreation, including the entertainment of customers or clients of the Authority at social, athletic and cultural activities or events. Entertainment expenses shall meet one of the following tests:

(a) The employee incurring the expense reasonably expects that the Authority will derive income or a business benefit then or at a future time; the employee incurring the expense actively sought to obtain that benefit at that time; business was the principal motivation for the incurrence of the expense; and the outlay was used for both the employee incurring the expense, and the third party from whom the employee expects the business benefit; or

(b) The expenditures were incurred in a clear business setting where the party being entertained would reasonably understand that the outlay was for business or for support of future business objectives; or

(c) The expense is intended to foster positive organizational relationships with civic or governmental organizations consistent with the Authority's mission and objectives. If the employee incurring the expense is also accompanied by one or more other Authority employees, the Authority also will pay for the expense for the other Authority employee(s) if the ability to meet one of the foregoing tests will be enhanced by the presence of the other Authority employee(s).

(3) *Gratuities* – expenses for gratuities in connection with meals and entertainment should be reasonable. Receipts generally are not required for the reimbursement of gratuities if such gratuities are included in the expenses for the corresponding meal or entertainment activity.

## Interoffice Communication

Date: 07/23/2018  
To: Executive Committee  
From: Kimberly J. Becker, President/CEO *KJO*  
Subject: Airline Dinner Meeting

---

Kimberly J. Becker attended an Airline dinner meeting on July 23, 2018, which was paid for by the Airport Authority's Chief Financial Officer. Attached are the CEO's expenses, which totaled \$86.28.



**APRIL BOLING**



HILTON BAYFRONT

Thank you!



\* 1 7 5 7 0 4 \*

Cashier: RENE RODRIGUEZ  
CheckIn D/T: 05/17/18 16:39  
CheckOut D/T: 05/17/18 20:29  
Duration Time: 3h 50m  
Plate# 829 CA  
Make/Model: LEXUS/ES330  
Color: BLUE  
MA Acct# 090300516

Charge: \$19.00  
Tax %0: \$0.00  
Total: \$19.00

Amount Tend: \$20.00  
Due: \$1.00

AVPMB

ACE PARKING 1040  
440 11TH AVE  
SAN DIEGO, CA 92101

04/27/2018

10:27:39

CREDIT CARD

VISA SALE

Card # XXXXXXXXXXXX7842  
Chip Card: CHASE VISA  
AID: A000000031010  
ATC: 0019  
TC: FC930ED6E728CE64  
SEQ #: 7  
Batch #: 1279  
INVOICE 7  
Approval Code: 02187G  
Entry Method: Chip Read  
Mode: Issuer  
Tax Amount: \$0.00

SALE AMOUNT \$3.00

*PARKING FOR  
THE INFLUENCE  
PRESENTATION*

639554



SOUTHLAND PRINTING - SHREVEPORT, LA.

PRINTED IN U.S.A

580811

05/17/18 16:39 05/17/18 20:29 3:50 829 CA LEXUS/ES330 BLUE 090300516

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY** SDCRAA

**2018**

JUN 29 2018

**MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT** Office of Information Governance

EMPLOYEE NAME C. April Boling			PERIOD COVERED June	
DEPARTMENT/DIVISION				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
6/1/18	25.00	SANDAG Offices/SANDAG Trans. Comm. Mtg.		
6/6/18	29.40	Port/Harbor Drive Mobility & Transit Mtg.		
6/7/18	29.40	Airport/Board/ALUC Mtg.		
6/27/18	29.40	Airport/Harbor Drive Mobility Policy Group Mtg.		
6/28/18	29.40	Airport/FIS Ribbon Cutting Ceremony		
<b>SUBTOTAL</b>			<b>SUBTOTAL</b>	<b>142.60</b>

**Computation of Reimbursement**

REIMBURSEMENT RATE: (see below) *	142.60
Rate as of January 2018	X 0.545
TOTAL MILEAGE REIMBURSEMENT	77.72
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)	-
TOTAL REIMBURSEMENT REQUESTED	\$ 77.72

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

**Please use the other tabs for mileage prior to January 1, 2018**



AIRPORT NTC -

COUNCIL WOMAN

GOMEZ ✓

Pay: 1  
En: 8/2018  
15:29  
Exited: 07/18/2018  
16:57  
Ticket Number: 36661  
Transaction Number: 2130  
Rate: A  
Parking Fee: \$10.00  
Total Tax: \$0.00

Total Fee: \$10.00  
Fee Paid: \$10.00  
Visa  
XXXXXXXXXXXX7792  
Approval Number: 04136D

Thank you for your visit  
Please come again!

### ACE PARKING

LOCATION 107 Amount Received \$ 18.00

RECEIPT OF PAYMENT

Signed IF

PARKING WHEN  
I GAVE PRESENTATION  
TO COUNCIL 7/26  
✓

**J. SCHIAVONI**









Johanna Schiavone  
Parking for Labor Council  
Date: 06/16/2018 Time: 18:18  
Employee #: 071015  
~~with Airport Authority~~  
Convention Center

PUBLIC RATE  
\$15.00 (Credit)

NO REFUNDS. NO IN/OUT PRIVILEGES.  
THIS CONTRACT LIMITS OUR LIABILITY - READ IT  
The management hereby declares itself not respon-  
sible for fire, theft, damage or loss of car or  
any article left in same, all of such risk being  
assumed by licensee, only a rental spaces licen-  
se is granted hereby and no bailment is intended  
or granted.

NO OVERNIGHT PARKING. Permit expires at 2:00am.  
Any vehicles left after 2:00am will be subject  
to tow at owners' expense.



**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

SDCRAA

JUL 30 2018

Corporate & Information Governance

**2018**

**MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT**

EMPLOYEE NAME Johanna S. Schiavoni			PERIOD COVERED 7/1/2018-7/30/2018	
DEPARTMENT/DIVISION Board of Directors				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
7/12/18	10.70	SDCRAA Board meeting		
7/16/18			Mtg with SD Councilmember Alvarez	8.00
7/18/18	10.70	SDCRAA Orientation re ALUC		
<b>SUBTOTAL</b>	<b>21.40</b>			<b>8.00</b>

**Computation of Reimbursement**

	21.40
REIMBURSEMENT RATE: (see below) * <span style="float:right">Rate as of Januar</span>	0.545
TOTAL MILEAGE REIMBURSEMENT	11.66
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)	8.00
<b>TOTAL REIMBURSEMENT REQUESTED</b>	<b>\$ 19.66</b>

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.

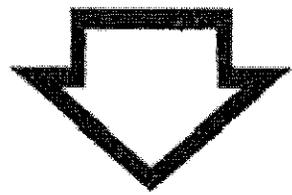
Business Expense Reimbursement Policy 3.30

*Johanna Schiavoni*

SIGNATURE OF EMPLOYEE

DEPT./DIV. HEAD APPROVAL

942802



SECRETARY  
VI Council member  
A. Alvarez

SOUTHLAND PRINTING - SHREVEPORT, LA.

PRINTED IN U.S.A.

S86811

5782 07/16 08:43 07/16 09:46 \$8.00 3200

**NOTE:**

**JOHANNA SCHIAVONI JULY 30, 2018 SDCRAA MONTHLY MILEAGE AND PARKING FEE REIMBURSEMENT REPORT**

Previous report submitted on May 30, 2018 and approved by the Executive Committee at its Special July 12, 2018 meeting incorrectly noted Lyft Ride cost of \$7.65 as mileage. Error noted after Committee approval, and adjustment of \$3.48 being applied to July 30, 2018 report. Please see attached.







Johanna Schiavoni <johanna.schiavoni@gmail.com>

### Your ride with Humberto on May 7

Lyft Ride Receipt <no-reply@lyftmail.com>  
To: johanna.schiavoni@gmail.com

Mon, May 7, 2018 at 5:13 PM



Thanks for riding with Humberto!

May 7, 2018 at 3:55 PM

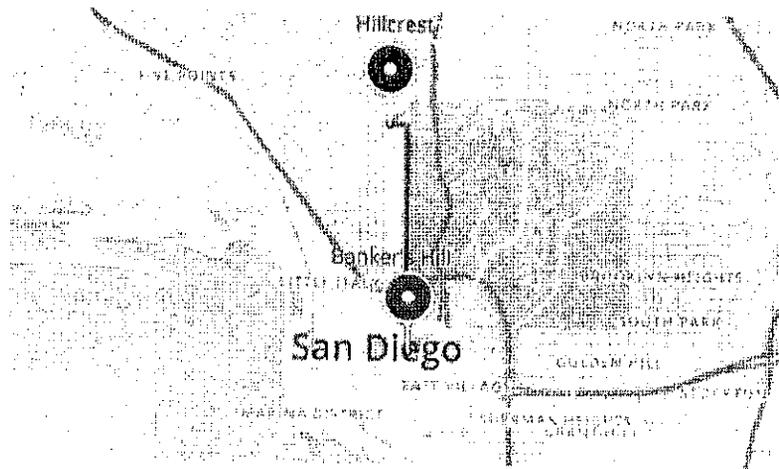
#### Ride Details

Lyft fare (1.62mi, 4m 28s)	\$6.65
Tip	\$1.00
<hr/>	
 Visa *3200	<b>\$7.65</b>

**This ride and every ride are  
carbon neutral**



Learn more



- Pickup 3:55 PM  
379 Spruce St, San Diego, CA
- Dropoff 4:00 PM  
1115 6th Ave, San Diego, CA

### Earn Free Rides

Get \$450 in credits for referring a San Diego driver if they apply using your link, and give 175 rides within 30 days. They'll get a \$450 cash bonus, too!



First 1,000 applicants per market for a limited time only. See terms.

# **TRAVEL EXPENSE**

**KIM BECKER**

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

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

TRAVELER: Kimberly J. Becker DEPT. NAME & NO. Executive Office/BU 6  
 DEPARTURE DATE: 5/7/2018 RETURN DATE: 5/13/2018 REPORT DUE: 6/12/18  
 DESTINATION: Montgomery, AL (U.S. Air Force Air War College)

*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
		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	
		5/7/18	5/8/18	5/9/18	5/10/18	5/11/18	5/12/18	5/13/18	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$1,384.20								0.00
Conference Fees (provide copy of flyer/registration expenses)	\$170.00								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.)*									0.00
Hotel*		60.00	60.00	60.00	60.00				240.00
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)									0.00
Meals (include tips pd.)						11.73			11.73
Breakfast*									
Lunch*		16.24							16.24
Dinner*									0.00
Other Meals*									0.00
Alcohol is a non-reimbursable expense									
Hospitality <sup>1*</sup>									0.00
Miscellaneous: Baggage Fees		25.00							25.00
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>1,554.20</b>	<b>101.24</b>	<b>60.00</b>	<b>60.00</b>	<b>60.00</b>	<b>11.73</b>	<b>0.00</b>	<b>0.00</b>	<b>292.97</b>

Explanation:	Total Expenses Prepaid by Authority	1,554.20
	Total Expenses Incurred by Employee (including cash advances)	292.97
	<b>Grand Trip Total</b>	<b>1,847.17</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	1,554.20
	<b>Due Traveler (positive amount)<sup>2</sup></b>	
	<b>Due Authority (negative amount)<sup>3</sup></b>	<b>292.97</b>
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

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.

Prepared By: Diane Casey Ext.: 2445  
 Traveler Signature: Kimberly J. Becker Date: 6/12/18  
 Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

**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.*

## Interoffice Communication

Date: June 6, 2018  
To: File  
From: Diane Casey   
Subject: Expense Account Reimbursement Explanation  
U.S. Air Force, Air War College, Montgomery, AL  
May 7 – May 13, 2018

---

The Air War College conference was held on May 7<sup>th</sup> through May 11<sup>th</sup>, 2018. Kim extended the trip with personal time over the weekend from May 11<sup>th</sup> through May 13<sup>th</sup>. Below is an explanation of the flight charges and the rationale for Kim's reimbursement to the Authority in the amount of \$158.23.

### Airfare

#### Air War College Conference

(See Travel Trust Mock Trip Pricing Attached)

May 7, 2018 – May 11, 2018 (Business Trip Only - Without Personal Flights)

San Diego to Montgomery, AL (through Dallas) to San Diego

American Airlines

\$903.00

#### Air War College Conference with Personal Portion of Trip Added

(See Travel Trust Issued Ticket Attached)

May 7, 2018 – May 13, 2018 (Business Trip and Personal Flights)

San Diego to Montgomery, AL (through Dallas) to Eugene, OR (through Seattle) to San Diego

American/Delta/Alaska Airlines

\$1,354.20

\$1,354.20 Business & Personal Flights

(~~\$903.00~~) Business Trip Only

**\$451.20** Owed to Authority for Personal Flights

\$451.20 Amount Due Authority from Traveler

~~\$292.97~~ Due to Traveler for Business Trip Expenses (See Attached Expense Submission)

**\$158.23** Final Amount Due to Authority from Traveler

Attached find Kim Becker's check in the amount \$158.23 for the personal portion of the trip reimbursement due to the Authority.



UNITED STATES AIR FORCE  
**AIR WAR COLLEGE** | *at The Air University*  
*Preparing the World's Best Joint Strategic Leaders*

## NSF 2018

Tuesday, May 08, 2018 5:00 AM (2018-05-08T05:00-06:00) - Thursday, May 10, 2018 5:00 AM (2018-05-10T05:00-06:00) (Central Time)

### AWC

325 Chennault Circle  
Maxwell AFB, AL 36112  
United States

Phone: 334-953-6580

Email Us

Your registration is complete.

A confirmation email has been sent to kbecker@san.org.

Now, invite your friends and co-workers!



### Profile

**Registration ID:**

107816830

**Registrant:**

**Registration Date:**

3/14/2018 12:31 PM

**Registrant Type:**

Guest

**Status:**

Kim Becker Page 2 of 4  
montgomery  
05/07 - 05/11/18

Confirmed

**Email:**

kbecker@san.org

**Title NSF**

Ms.

**First Name**

Kimberly

**Middle Initial**

J

**Last Name**

Becker

**Goes By Name (will appear on badge)**

Kim Becker

**Phone Number**

619-241-1401

**Alt Phone number**

619-400-2444

**Street Address**

3225 N. Harbor Drive

**NomineeCity**

San Diego

**State**

California

**Zip**

92101

**Are you a US citizen**

Yes

**Drivers License Number**

A5457208

**Drivers License State**

California

**Ethnicity**

White

**Age**

45-54

**Current Occupational Field**

Government

**Current Job Title**

President & CEO

**Nominee Company**

SDCRAA

**May we release your information**

Yes

**May we release your info to NSF guests**

No

Kim Becker  
Montgomery  
05/07 - 05/11/18

**Brief Biography**

Kimberly J. Becker was appointed President/CEO of the San Diego County Regional Airport Authority on May 1, 2017. Ms. Becker holds a bachelor's degree in business administration from Indiana University of Pennsylvania, and a master's degree in business administration/aeronautics from Embry-Riddle Aeronautical University in Daytona Beach, Florida.

**Bio Photo**



Agenda

**Will you need lodging accommodations?**

Selection: Yes I will use on-base lodging

**Check in date**

5/7/2018

**Check-out date**

5/11/2018

**Mode of Travel (into Montgomery)**

Selection: Commercial Air

**Arrival Date**

5/7/2018

**Arrival Airport**

Montgomery

**Departure Date**

5/11/2018

**Departure Airport**

Montgomery

**Additional Travel Information?**

flights to be provided later.

**Tuesday Lunch**

Selection: Chicken Salad

**Thursday Lunch**

Selection: Salad w/ chicken, fruit and nuts

Fees

**Guest Event Fee**

Quantity:	1
Unit Price:	\$170.00
Amount:	\$170.00
<b>Subtotal:</b>	<b>\$170.00</b>
<b>Total:</b>	<b>\$170.00</b>

Transactions

^

**Transaction Amount**

Date:	3/14/2018
Amount:	\$170.00
Balance:	\$170.00

**Online Credit Card Payment (\*\*\*\*\*5177) Details**

Date:	3/14/2018
Amount:	(\$170.00)
Balance:	\$0.00

**Current Balance: \$0.00**

**Payment Method:**

Credit Card (Visa)

**The online credit card payment for this event will be listed on your credit card statement with the name NSF.**

Event Contact Information |

**Interested in hosting your own event?** [Get Started!](#)

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**RegOnline®** by Event

Quick, easy and affordable online event registration and event management software for all event sizes.

Kim Becker  
 Montgomery  
 05/07 05/11/18

Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700

# TRAVELTRUST

**ADD TO OUTLOOK**

Monday, 19MAR 2018 11:32 AM EDT

**Passengers: KIMBERLY JANE BECKER (06)**

Agency Reference Number: UGGJCA

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

American Airlines Confirmation UGGJCA  
 Delta Air Lines Confirmation GE3BCJ  
 Alaska Airlines Confirmation EQMFIO

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

TRAVELTRUST STRONGLY RECOMMENDS CHECKING IN  
 ONLINE WITH YOUR AIRLINE AT LEAST 24 HOURS PRIOR TO  
 EACH FLIGHT FOR THE MOST CURRENT TIMES AND ALERTS

<b>AIR</b>	<b>Monday, 7MAY 2018</b>	
<b>American Airlines</b>	<b>Flight Number: 1286</b>	<b>Class: V-Coach/Economy</b>
<b>From: San Diego CA, USA</b>	<b>Depart: 08:55 AM</b>	
<b>To: Dallas/Ft Worth TX, USA</b>	<b>Arrive: 01:55 PM</b>	
Stops: Nonstop	Duration: 3 hour(s) 0 minute(s)	
Seats: 26C	Status: CONFIRMED	Miles: 1175 / 1880 KM
Equipment: Boeing 737-800 Jet	MEAL: Food and Bev for Purchase	
DEPARTS SAN TERMINAL 2		
Frequent Flyer Number: AAMTJ4330		
AISLE SEAT CONFIRMED		
<b>American Airlines Confirmation number is UGGJCA</b>		
<b>AIR</b>	<b>Monday, 7MAY 2018</b>	
<b>American Airlines</b>	<b>Flight Number: 4025</b>	<b>Class: L-Coach/Economy</b>
Operated By: ENVOY AIR AS AMERICAN EAGLE	<b>Depart: 03:23 PM</b>	
<b>From: Dallas/Ft Worth TX, USA</b>	<b>Arrive: 05:07 PM</b>	
<b>To: Montgomery AL, USA</b>	Duration: 1 hour(s) 44 minute(s)	
Stops: Nonstop	Status: CONFIRMED	Miles: 616 / 986 KM
Seats: 15A	MEAL: FOOD FOR PURCHASE	
Equipment: ERJ-145 Jet		
Frequent Flyer Number: AAMTJ4330		
AISLE SEAT CONFIRMED		
<b>American Airlines Confirmation number is UGGJCA</b>		
<b>AIR</b>	<b>Friday, 11MAY 2018</b>	
<b>Delta Air Lines</b>	<b>Flight Number: 3368</b>	<b>Class: H-Coach/Economy</b>
Operated By: ENDEAVOR AIR DBA DELTA CONNECTION		

Kim Becken  
 Montgomery  
 05/07 - 05/10/18

**From:** Montgomery AL, USA  
**To:** Atlanta GA, USA  
**Stops:** Nonstop  
**Seats:** 09B  
**Equipment:** CRJ-Canadair Regional Jet  
**ARRIVES ATL SOUTH TERMINAL**  
**AISLE SEAT CONFIRMED**  
**Delta Air Lines Confirmation number is GE3BCJ**

**Depart:** 07:20 AM  
**Arrive:** 09:32 AM  
**Duration:** 1 hour(s) 12 minute(s)  
**Status:** CONFIRMED

**Miles:** 147 / 235 KM

**AIR** **Friday, 11MAY 2018** 

**Delta Air Lines**  
**From:** Atlanta GA, USA  
**To:** Seattle/Tacoma WA, USA  
**Stops:** Nonstop  
**Seats:** 35C  
**Equipment:** Boeing 757 200 Jet  
**DEPARTS ATL SOUTH TERMINAL**  
**AISLE SEAT CONFIRMED**  
**Delta Air Lines Confirmation number is GE3BCJ**

**Flight Number:** 2580  
**Depart:** 11:48 AM  
**Arrive:** 01:59 PM  
**Duration:** 5 hour(s) 11 minute(s)  
**Status:** CONFIRMED  
**MEAL:** FOOD FOR PURCHASE

**Class:** H-Coach/Economy  
**Miles:** 2178 / 3485 KM

**AIR** **Friday, 11MAY 2018** 

**Delta Air Lines**  
**Operated By:** COMPASS DBA DELTA CONNECTION  
**From:** Seattle/Tacoma WA, USA  
**To:** Eugene OR, USA  
**Stops:** Nonstop  
**Seats:** 13B  
**Equipment:** EMBRAER EMB 175  
**AISLE SEAT CONFIRMED**  
**Delta Air Lines Confirmation number is GE3BCJ**

**Flight Number:** 5750  
**Depart:** 03:15 PM  
**Arrive:** 04:27 PM  
**Duration:** 1 hour(s) 12 minute(s)  
**Status:** CONFIRMED

**Class:** H-Coach/Economy  
**Miles:** 234 / 374 KM

**AIR** **Sunday, 13MAY 2018** 

**Alaska Airlines**  
**Operated By:** HORIZON AIR AS ALASKAHORIZON  
**CHKIN-EUG-SEA CHECK-IN WITH ALASKA AIRLINES**  
**From:** Eugene OR, USA  
**To:** Seattle/Tacoma WA, USA  
**Stops:** Nonstop  
**Seats:** 13B  
**Equipment:** DeHavilland Dash 8-400 Turboprop  
**Frequent Flyer Number:** AAMTJ4330 applied to AS  
**AISLE SEAT CONFIRMED**  
**Alaska Airlines Confirmation number is EQMFIO**

**Flight Number:** 2588  
**Depart:** 03:21 PM  
**Arrive:** 04:28 PM  
**Duration:** 1 hour(s) 7 minute(s)  
**Status:** CONFIRMED

**Class:** L-Coach/Economy  
**Miles:** 234 / 374 KM

**AIR** **Sunday, 13MAY 2018** 

**Alaska Airlines**  
**From:** Seattle/Tacoma WA, USA  
**To:** San Diego CA, USA  
**Stops:** Nonstop  
**Seats:** 23C  
**Equipment:** Boeing 737 Jet  
**ARRIVES SAN TERMINAL 1**  
**Frequent Flyer Number:** AAMTJ4330 applied to AS

**Flight Number:** 0492  
**Depart:** 05:45 PM  
**Arrive:** 08:20 PM  
**Duration:** 2 hour(s) 35 minute(s)  
**Status:** CONFIRMED  
**MEAL:** FOOD FOR PURCHASE

**Class:** L-Coach/Economy  
**Miles:** 1038 / 1661 KM

AISLE SEAT CONFIRMED  
Alaska Airlines Confirmation number is EQMFIO

*Kim Becker  
Montgomery  
05/07 - 05/11/18*

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.  
AMERICAN AIRLINES CONFIRMATION NUMBER - UGGJCA  
DELTA AIR LINES CONFIRMATION NUMBER - GE3BCJ  
ALASKA AIRLINES CONFIRMATION NUMBER - EQMFIO  
FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: KIMBERLY JANE BECKER  
Date issued: 3/14/2018 Invoice Nbr: 5465134  
Ticket Nbr: AA7056977391 Electronic Tkt: Yes Amount: 567.00 USD  
Base: 506.05 US Tax: 37.95 USD XT Tax: 23.00 USD  
Charged to: AX\*\*\*\*\*1013

Ticket for: KIMBERLY JANE BECKER  
Date issued: 3/14/2018 Invoice Nbr: 5465134  
Ticket Nbr: DL7056977392 Electronic Tkt: Yes Amount: 787.20 USD  
Base: 693.95 US Tax: 52.05 USD XT Tax: 41.20 USD  
Charged to: AX\*\*\*\*\*1013

Service fee: KIMBERLY JANE BECKER  
Date issued: 3/14/2018  
Document Nbr: XD0732153638 Amount: 30.00  
Charged to: AX\*\*\*\*\*1013

Total Tickets: 1354.20  
Total Fees: 30.00  
Total Amount: 1384.20

*— Flight changes with Business + Personal flights included.*

**Click here 24 hours in advance to obtain boarding passes:**

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Each call is billable at a minimum \$25.00 per call/reservation

Kim Becker  
Montgomery  
05/07 - 05/11/18

**Casey Diane**

---

**From:** Ayers Kim  
**Sent:** Tuesday, June 5, 2018 4:05 PM  
**To:** Casey Diane  
**Subject:** FW: Kim Becker - Montgomery / 7 May, 2018

**From:** Scott Mackerley <smackerley@Traveltrust.com>  
**Sent:** Wednesday, March 14, 2018 1:25 PM  
**To:** Ayers Kim <kayers@san.org>  
**Subject:** Kim Becker - Montgomery / 7 May, 2018

Original Business  
Trip Pricing

\$903.00

San Diego to Montgomery  
to San Diego

FOR: BECKER/KIMBERLY JANE REF: 06

AIRFARE 903.00 NONREF TKT BY 15 MARCH

07 MAY 18 - MONDAY

AIR AMERICAN AIRLINES FLT:1286 ECONOMY FOOD-BEV/PUR  
LV SAN DIEGO 855A EQP: BOEING 737-800  
DEPART: TERMINAL 2 03HR 00MIN  
AR DALLAS FT WORTH 155P NON-STOP  
REF: RCDWH  
BECKER/KIMBERLY AA-MTJ4330

AIR AMERICAN AIRLINES FLT:4025 ECONOMY FOOD FOR PURCHASE  
OPERATED BY ENVOY AIR AS AMERICAN EAGLE  
LV DALLAS FT WORTH 323P EQP: EMBRAER 145 JET  
01HR 44MIN  
AR MONTGOMERY 507P NON-STOP  
REF: RCDWH  
BECKER/KIMBERLY AA-MTJ4330

11 MAY 18 - FRIDAY

AIR AMERICAN AIRLINES FLT:4041 ECONOMY FOOD FOR PURCHASE  
OPERATED BY ENVOY AIR AS AMERICAN EAGLE  
LV MONTGOMERY 551A EQP: EMBRAER 145 JET  
02HR 14MIN  
AR DALLAS FT WORTH 805A NON-STOP  
REF: RCDWH  
BECKER/KIMBERLY AA-MTJ4330

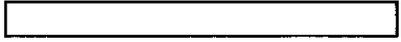
AIR AMERICAN AIRLINES FLT:958 ECONOMY FOOD-BEV/PUR  
LV DALLAS FT WORTH 855A EQP: 32B  
03HR 10MIN

AR SAN DIEGO  
ARRIVE: TERMINAL 2  
BECKER/KIMBERLY

1005A      NON-STOP  
REF: RYDWH  
AA-MTJ4330

Kim Becker  
Montgomery  
05/09 - 05/11/8

**SCOTT MACKERLEY**  
Travel Specialist



**O:** 760-635-1700  
**E:** [smackerley@Traveltrust.com](mailto:smackerley@Traveltrust.com)

6884 Embarcadero Lane  
Carlsbad, CA 92011  
[www.traveltrust.com](http://www.traveltrust.com)



**UNIVERSITY INN**  
450 N. LEMAY PLAZA  
MAXWELL AFB, AL 36112  
334-953-2055 Fax: 334-953-5696

Kim Becker  
Montgomery  
05/07 - 05/11/18

**FOLIO**  
**Account:** 20810897285  
**Arrival:** 5/7/2018  
**Departure:** 5/11/2018  
**Room:** 2541  
**Rate:** \$60.00

BECKER, MS KIMBERLY J

SAN DIEGO, CA 92101  
UNITED STATES

DATE	ITEM DESCRIPTION	COMMENT	DEBIT	CREDIT
5/7/2018	1 VISA PAYMENT	VISA PAYMENT		(240.00)
5/7/2018	2 ROOM CHARGES	#2541 BECKER, MS KIMBERLY J	60.00	
5/8/2018	3 ROOM CHARGES	#2541 BECKER, MS KIMBERLY J	60.00	
5/9/2018	4 ROOM CHARGES	#2541 BECKER, MS KIMBERLY J	60.00	
5/10/2018	5 ROOM CHARGES	#2541 BECKER, MS KIMBERLY J	60.00	

**BALANCE DUE:** 0.00

*\*\* Signature required for refunds only*

Guest Signature: \_\_\_\_\_

Clerk Signature: \_\_\_\_\_

**KIM BECKER**  
 RECEIPTS FOR  
 U.S. Air Force – Air War College  
 Montgomery, AL  
 May 7 - 11, 2018

05/07 - Baggage Fee

05/07 - Lunch



2141 S. International Pkwy  
 Terminal B43  
 Dallas, TX 75261  
 (972) 973-7755

Server: Cashier 1 05/07/18  
 Check #348 2:09 PM

Bev's Smokehouse Salad \$12.00  
 Iced Tea \$3.00

Subtotal \$15.00  
 Tax \$1.24  
 Total \$16.24

Input Type C (EMV Chip Read)  
 Debit MasterCard xxxxxxxx7826

Transaction Type Sale  
 Authorization Approved  
 Approval Code 690484  
 Payment ID yJCKzyFzCTyJ  
 Application ID A0000000041010  
 Application Label Debit MasterCard  
 Terminal ID a4b7542543ac180c  
 Card Reader INGENICO\_ICM122

Amount: \$16.24

+ Tip: \_\_\_\_\_

= Total: \_\_\_\_\_

X \_\_\_\_\_  
 KIMBERLY J BECKER



PASSENGER NAME  
 BECKER/KIMBERLY JANE

UPT050LB 23KG AND62LI 1 25.00 USD

SAN DFW - AA DFW MGM - AA  
 Total with Applicable TFC 25.00 USD  
 Credit Card VI XXXXXXXXXXXXX4471

Fare 25.00 USD  
 TFC 1286  
 TFC 05 00 USD

FLIGHT DATE  
 1286 MAY 07, 2018  
 PNR: UG6JCA  
 Agent: SAN-1

TFC=TAXES, FEES & CHARGES

NOT VALID FOR TRAVEL

AMERICAN EXPRESS RECEIPT American

**KIM BECKER**  
RECEIPTS FOR  
U.S. Air Force – Air War College  
Montgomery, AL  
May 7 - 11, 2018

05/11 - Breakfast

TAILWIND CONCESSIONS  
Tailwind Montgomery (MGM)  
4445 Selma Hwy  
Montgomery, AL 36108

**#40**

Opened: 05/11/2018 5:40 am  
Closed: 05/11/2018 5:43 am  
Order: 123317                      Check: 1  
Order Type: MGM - Post  
Name: Quick Sale  
Server: Naisha

1 Chai Latte 16oz	4.49
1 Bagels	3.19
1 Aquafina 20oz	2.99

Subtotal	10.67
Sales Tax	1.06

Total	11.73
-------	-------

Cash Tendered	15.00
Change	3.27

**Balance Due                      0.00**

We would love to hear from you!  
Compliments, Questions, Concerns?  
- Please contact us -  
Info@TailwindConcessions.com  
1-866-578-7355



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

Kim Becker  
Montgomery  
05/07-05/11/18

**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: Kimberly J. Becker 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: 9/13/17 PLANNED DATE OF DEPARTURE/RETURN: 5/7/18 / 5/10/18

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

Destination: Montgomery, AL Purpose: Attend National Security Forum

Explanation: This is an invitation-only event sponsored by the Air War College at Maxwell Air Force Base. Purpose is to share perspectives between key civic leaders, senior military officers and government civilians pertaining to strategic leadership, strategy, and national security and decision-making.

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

A. TRANSPORTATION COSTS:	
• AIRFARE	\$ 700.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$
B. LODGING	\$ 200.00
C. MEALS	\$ 300.00
D. SEMINAR AND CONFERENCE FEES	\$ 175.00
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 1425.00</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: Kimberly J. Becker Date: 9/13/17

**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**

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 9-25-17 meeting.  
(Leave blank and we will insert the meeting date.)



DEPARTMENT OF THE AIR FORCE  
AIR UNIVERSITY (AETC)

Kim Becker  
montgomery  
05/09 - 05/11/18

6 February 2018

Brigadier General Jeremy T. Sloane  
Commandant, Air War College  
325 Chennault Circle  
Maxwell AFB AL 36112-6427

Ms. Kimberly Becker  
San Diego Regional Airport Authority  
PO Box 82776  
San Diego CA 92138

Dear Ms. Becker

On behalf of the Secretary of the Air Force, I am honored to invite you to attend the 65th National Security Forum (NSF) at Maxwell Air Force Base in Montgomery, Alabama, from 8-10 May 2018.

Since its inception in 1954, the Forum has provided distinguished, hand-selected civilians with a unique opportunity to engage in open and candid discussions with senior military and civilian leaders on national and international security topics. Joining you will be our 235 Air War College students who represent the finest military and civilian leaders serving in and with America's Armed Forces, as well as a diverse group of select military officers from 45 other countries. Throughout the Forum, we will explore our Nation's evolving and dynamic security issues, giving you a better understanding of the perspectives and concerns of the defense community. It is our hope you will actively participate and thus contribute greatly to the development of our future strategic leaders.

Enclosed you will find a NSF fact sheet and registration instructions. Please complete your registration by 31 March. Space in this program is limited, so I urge you to register early--once we reach maximum seat capacity, you will be placed on a waiting list. You may direct any questions to Lieutenant Colonel Sara Butler at (334) 953-6580 or [awc.nsf.workflow@us.af.mil](mailto:awc.nsf.workflow@us.af.mil). I hope you will be able to join us for this 65th National Security Forum. I look forward to meeting you in May!

Sincerely

JEREMY T. SLOANE  
Brigadier General, USAF

Attachments:

1. NSF Fact Sheet
2. Registration Instructions

Kim Beaker  
Montgomery  
05/08 - 05/11/17

**National Security Forum Agenda**  
**"Complex Threats and Evolving U.S. Strategy"**

**Monday, 7 May – Arrivals**

*NSF Guests: All day arrivals, check-in at lodging as required, meet with escort*  
*NSF Alumni: Arrival by early afternoon; Alumni reception 6pm – Aviator Bar located in downtown Montgomery*  
*Escorts: UOD during duty hours/civilian clothes after hours; airport greeters: Service Dress*  
As needed: Shuttle transportation from Montgomery airport to lodging office, escorts meet their guests at lodging office

**Tuesday, 8 May – Strategy & Keynote Address**

*(Guests: Coat and tie/Students: Class B's-short sleeve blues or equivalent)*

- 7:15 NSF Bus from Building 1409 (Lodging) parking lot to Building 1401 inner circle (Air War College)  
(students in their seminars to receive guests)
- 7:30 – 8:20\* Breakfast/Introductions with Seminar – Seminar Rooms, Air War College
- 8:20 – 8:30 Comfort Break, transition to Jones Auditorium
- 8:30 – 9:00\* Welcoming Remarks –
- 9:00 – 9:15 Comfort Break, be in seats in Jones at 0915
- 9:20 – 9:30\* Welcoming Remarks -
- 9:30 – 10:30\* Address
- 10:30 – 11:00 Group Photo AWC entrance
- 11:00 – 11:15 Comfort Break
- 11:15 – 12:15\* Address
- 12:15 – 12:30 Comfort Break/Airpower Displays/Gift Shop  
-- Guests pick-up box lunch/drink in Jones foyer, lunch in various auditoriums
- 12:30 – 1:30 Elective Lecture: Choose one of the four topics by AWC Faculty – Locations posted in Jones Foyer  
Europe/Russia (Lassner) in Jones  
The Thucydides Trap? Changing Power Dynamic and War (Peifer) in Brocks  
Why Data Breaches Should be the Least of your Worries: Real Cyber Threat (Mixon) in Kelly  
Using Nuclear Weapons: U.S. Strategic Deterrence in Practice (Mauroni) in Burchinal
- 1:30 – 1:45 Comfort Break/Airpower Displays/Gift Shop; transition to Jones Auditorium
- 1:45 – 2:45\* Lecture: The Current State of U.S.-China Relations: Competitions and Cooperation on the World Stage –  
*Dr. Dawn Murphy, Air War College*
- 2:45 – 3:00 Comfort Break
- 3:00 – 4:45\* Seminar Discussions on subjects presented in lecture
- 4:30 – 5:00 Bus from AWC inner circle to Building 1409 parking lot
- 4:45 – 6:00 Personal time
- 5:50 Bus in position at Building 1409 parking lot to Maxwell Club
- 6:00 Bus departs from Building 1409 parking lot to Maxwell Club
- 6:00 – 9:00 Commandant's Reception – Maxwell Club (Mandatory for student escorts)
- 8:30 – 9:00 Bus rotates from Maxwell Club to Building 1409

**Wednesday, 9 May – International Security Studies & Air Force Operations**

*Guests: Open collar, Sport coat optional or equivalent/Students: UOD*

- 7:15 Bus in position at Building 1409 parking lot to Capital City Club
- 7:30 Bus departs for Capital City Club
- 7:45 – 9:00 Breakfast (guests only) at Capital City Club
- 9:00 – 9:15 Bus from Capital City Club to Building 1401
- 9:30 – 12:00 Air Force Operations --Virtual Reality Experience (40 participants max)  
Air Force Operations – Military Working Dogs/187<sup>th</sup> ASTS
- 9:30 – 10:30 Elective: Introduction to the Central Intelligence Agency (Minehart) in Jones OR  
Fire Ant Warfare: Artificial Intelligence and Drones (Geis) in Brocks
- 10:45 – 11:45 Elective: Four Guardians: Exploring the Different Worldviews of the Four U.S. Military Services  
(Donnithorne) in Jones OR  
Moral Clarity (Kamena) in Brocks
- 12:00 – 1:00 Lunch/Comfort Break/Airpower Displays/Gift Shop  
-- Guests pick-up box lunch/drink in Jones foyer, lunch in Heritage Room, Brocks or patio outside

Kim Beaton  
astor - 05/11/18  
Montgomery

- 1:00 – 2:00\* Lecture: The 2017 National Security Strategy – *Dr. Chris Hemmer, Dean, Air War College* in Jones  
2:00 – 2:15 Comfort Break  
2:15 – 4:30\* Seminar Discussions on subjects presented in lecture  
4:15 – 4:45 Bus from AWC inner circle to Building 1409 parking lot  
4:30 – 5:45 Personal time  
5:45 Bus from Building 1409 to Biscuits Baseball Stadium “1<sup>st</sup> Base Gate”  
6:00 – 9:30 Community event: Montgomery Biscuits Minor League Baseball Game (*downtown Montgomery*) to include Boxcar Buffet in reserved outfield pavillion  
Game attended by NSF participants & student escorts (open invitation to Faculty, all students; casual attire, social nametags)  
\*\*Rain back-up: Escorts accompany guests to venue of choice via downtown shuttle bus  
8:00 - ++ Bus rotates from “1<sup>st</sup> Base Gate” to Building 1409 and runs on every half hour  
++Last bus is 15 minutes after end of the game

**Thursday, 10 May – Leadership & Warfighting and Capstone Address**

(Guests: Open collar, Sport coat optional or equivalent/Students: UOD)

- 7:30 Bus from Building 1409 parking lot to AWC  
(If departing earlier than 7 pm today, pack up and leave room key in room. No need to go back to lodging to check out, receipts can be emailed. Bring luggage with you to store in Brocks Foyer – luggage truck provided)  
7:45 – 8:30\* Breakfast with Seminar – Seminar Rooms  
8:30 – 8:40 Comfort Break, transition to Jones Auditorium  
8:45 – 10:00\* Capstone Address  
10:00 – 10:10 Comfort Break  
10:10 – 11:10 Elective Lecture Choose one of the four topics by AWC Faculty – Locations posted in Jones Foyer  
Quadrilateralism: The United States, Japan, India & Australia (Burgess) in Jones  
One Bomb is Enough: Regional Security and Nuclear Weapons (Gupta) in Brocks  
State Department Update (Kleiner) in Kelly  
The Revolution in Security Affairs (Hammond) in Burchinal  
Virtual Reality Experience (20 participants max) meet in Jones foyer  
11:15 – 11:30 Bus from Building 1401  
11:30 – 12:45 Buffet luncheon in Maxwell Club Ballroom (guests only)  
12:45 – 1:00 Bus from Maxwell Club to Building 1401  
1:00 – 2:00\* Lecture: The Syrian Civil War and the Rise of Da'esh (ISIS) – *Dr. David Sorenson, Air War College* in Jones  
2:00 – 2:15\* Farewell Remarks *Brigadier General Jeremy Sloane, Commandant, Air War College*  
2:15 – 2:30 Comfort Break  
2:30 – 4:30\* Seminar Discussions on subjects presented in lecture  
Certificate Presentations/Farewells in Seminar Rooms  
4:15 – 4:45 Bus from AWC inner circle to Building 1409 parking lot  
4:45 – 6:00 Personal time  
6:00 Bus from Building 1409 to Curry House  
6:00 – 8:00 AU Commander's Garden Party (guests only) – Curry House  
8:00 Bus shuttle from Curry House to Building 1409

\*\*Afternoon Departures accompanied by escorts as needed (Buses scheduled as required or remain overnight & depart Friday)

**Friday, 11 May – Departures**

- 4 am – 1 pm Bus from Building 1409 parking lot to Airport as needed

**\* = events students required to attend**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**TRAVEL EXPENSE REPORT**

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

TRAVELER: Kimberly J. Becker DEPT. NAME & NO. Strategy & Policy, BU6  
 DEPARTURE DATE: 7/24/2018 RETURN DATE: 7/26/2018 REPORT DUE: 8/25/18  
 DESTINATION: Park City, UT (GAC Directors Meeting & U.S. Travel & Tourism Board Meeting)

*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
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	275.60			7/24/18	7/25/18	7/26/18			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.)*									0.00
Hotel*	179.00			40.08	219.08				259.16
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (include tips pd.)	Breakfast*					25.00			25.00
	Lunch*			14.16		23.42			37.58
	Dinner*			72.79					72.79
	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>454.60</b>	<b>0.00</b>	<b>0.00</b>	<b>127.03</b>	<b>219.08</b>	<b>48.42</b>	<b>0.00</b>	<b>0.00</b>	<b>394.53</b>

Explanation:	Total Expenses Prepaid by Authority	454.60
	Total Expenses Incurred by Employee (including cash advances)	394.53
	<b>Grand Trip Total</b>	<b>849.13</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	454.60
	<b>Due Traveler (positive amount)<sup>2</sup></b>	
	<b>Due Authority (negative amount)<sup>3</sup></b>	<b>394.53</b>
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

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.

Prepared By: Diane Casey Ext.: 2445  
 Traveler Signature: Kimberly J. Becker Date: 8/1/18  
 Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

**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.*

Kim Becker  
Park City  
07/24 - 07/26/18

Traveltrust Corporation  
374 North Coast Hwy 101, Suite F  
Encinitas, CA 92024  
Phone: (760) 635-1700

# TRAVELTRUST

**ADD TO OUTLOOK**

Wednesday, 20JUN 2018 12:12 PM EDT

**Passengers: KIMBERLY JANE BECKER (06)**

Agency Reference Number: BYIQZH

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

Delta Air Lines Confirmation HL3W9F

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

TRAVELTRUST STRONGLY RECOMMENDS CHECKING IN  
ONLINE WITH YOUR AIRLINE AT LEAST 24 HOURS PRIOR TO  
EACH FLIGHT FOR THE MOST CURRENT TIMES AND ALERTS

**AIR Tuesday, 24JUL 2018** 

**Delta Air Lines** Flight Number: 2378 Class: T-Coach/Economy  
**From:** San Diego CA, USA **Depart:** 01:10 PM  
**To:** Salt Lake City UT, USA **Arrive:** 04:00 PM  
Stops: Nonstop Duration: 1 hour(s) 50 minute(s)  
Seats: 20C Status: CONFIRMED Miles: 627 / 1003 KM  
Equipment: Airbus A320 Jet MEAL: NO MEAL SVC  
DEPARTS SAN TERMINAL 2 - ARRIVES SLC TERMINAL UNIT 2  
Frequent Flyer Number: [REDACTED]  
AISLE SEAT CONFIRMED  
Delta Air Lines Confirmation number is HL3W9F

**AIR Thursday, 26JUL 2018** 

**Delta Air Lines** Flight Number: 2615 Class: T-Coach/Economy  
**From:** Salt Lake City UT, USA **Depart:** 03:00 PM  
**To:** San Diego CA, USA **Arrive:** 03:50 PM  
Stops: Nonstop Duration: 1 hour(s) 50 minute(s)  
Seats: 20C Status: CONFIRMED Miles: 627 / 1003 KM  
Equipment: Airbus A320 Jet MEAL: NO MEAL SVC  
DEPARTS SLC TERMINAL UNIT 2 - ARRIVES SAN TERMINAL 2  
Frequent Flyer Number: [REDACTED]  
AISLE SEAT CONFIRMED  
Delta Air Lines Confirmation number is HL3W9F

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.  
DELTA AIR LINES CONFIRMATION NUMBER - HL3W9F

Kim Becker  
Park City  
07/24 - 07/26/18

FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: KIMBERLY JANE BECKER  
Date issued: 6/20/2018 Invoice Nbr: 5480120  
Ticket Nbr: DL7156615284 Electronic Tkt: Yes Amount: 300.40 USD  
Exchange for: 0067028260089 Issued: 04DEC17  
Total Exchange: 245.60

Charged to: AX\*\*\*\*\*1013

Service fee: KIMBERLY JANE BECKER  
Date issued: 6/20/2018  
Document Nbr: XD0736857340 Amount: 30.00  
Charged to: AX\*\*\*\*\*1013

Total Tickets: 245.60  
Total Fees: 30.00  
Total Amount: 275.60

**Click here 24 hours in advance to obtain boarding passes:**

[DELTA](#)

**Click here to review Baggage policies and guidelines:**

[DELTA](#)

TSA Guidance- a government issued photo id is needed for checkin.  
Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic.  
For Additional security information visit [www.tsa.gov](http://www.tsa.gov).

Thank you for choosing Traveltrust!  
Our Business Hours are Sunday - Friday 10pm - 5:30pm Pacific  
Saturday from 9am-1pm Pacific.  
For EMERGENCY AFTERHOURS assistance in the US, please call 888-221-6043 and use VIP Code SJE72.  
You can also use the Direct Dial Number 882-233-1914 or the collect number 882-647-0061.  
Each call is billable at a minimum \$25.00 per call/reservation



# CANYONS<sup>SM</sup> PARK CITY, UTAH

Kim Becken  
Park City  
07/24 - 07/26/18

4000 CANYONS RESORT DRIVE, PARK CITY, UT 84098 BILLING INQUIRIES 1-800-322-9507

THANK YOU FOR VISITING CANYONS. WE HOPE YOU ENJOYED YOUR STAY AND ARE PLANNING TO RETURN SOON.  
FOR RESERVATIONS, CALL 1-888-226-9667.

NAME: **KIMBERLY BECKER**  
ADDRESS: **PO BOX 82776**  
  
**SAN DIEGO CA 92138**

ROOM#: **GS 6438** ARRIVAL: **7/24/18**  
UNIT TYPE: **G1** DEPARTURE: **7/26/18**  
# PERSONS:  
Please confirm departure date: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_  
Would you like information on upcoming events and offers? Yes / No  
We will not rent, sell or trade your e-mail address without your permission. See our full Policy on e-mail consent below.

KEY AUTHORIZATIONS: For your security, keys will only be issued to guest(s) listed below:

PHONE NO: \_\_\_\_\_  
GROUP: **CD0UST**  
RES ID: **42751583934**  
FOL ID: **433047615043**

### Package Components

NOTICE TO GUESTS: Keeper of this hotel or rental property maintains a safe where money, jewelry, documents, or other small valuable articles may be deposited with the keeper to be placed therein.

Sorry, pets are not allowed in any Canyons Resort accommodation. Pets assisting persons with disabilities will be allowed with proper documentation.

All properties are non-smoking. If smoking is detected, a cleaning fee of up to \$500, dependent upon accommodation, will be added to the guest bill.

The keeper will not be responsible for the receipt of or the shipping of any package or mail on behalf of a guest in excess of \$100.

Empty box for Package Components

Package Total: \_\_\_\_\_ Deposit Received: \_\_\_\_\_

I AGREE THAT MY LIABILITY FOR THIS ACCOUNT IS ABSOLUTE WITHOUT RIGHT TO SETOFF, IS JOINT AND SEVERAL, AND I AGREE TO BE HELD PERSONALLY LIABLE IN THE EVENT THAT THE ABOVE INDICATED PERSON, COMPANY, OR ASSOCIATION FAILS TO PAY FOR ANY PART OF THE FULL AMOUNT OF THESE CHARGES. I AGREE TO PAY THE TOTAL DUE AND AUTHORIZE PAYMENT UNDER AND ACCORDING TO THE CREDIT CARD PRESENTED AT CHECK-IN. I AGREE TO PAY VAIL RESORTS FOR ANY DAMAGES OR LOSS CAUSED TO THE UNIT, OTHER THAN NORMAL WEAR AND TEAR, BY THE UNDERSIGNED AND/OR OCCUPANTS OF THE UNIT. I UNDERSTAND THAT ANY DEBIT CARD PRESENTED BY ME AT CHECK-IN MAY BE SUBJECT TO DAILY AUTHORIZATION AND DEBITING BY MY BANKING FACILITY FOR ESTIMATED EXPENSES OF MY STAY AT VAIL RESORTS. I ACKNOWLEDGE THE RECEIPT OF VOUCHERS BOOKED IN MY PACKAGE THROUGH RESERVATIONS. I UNDERSTAND THESE ARE NON-REFUNDABLE AND IF LOST WILL NOT BE REISSUED.

### GUEST'S SIGNATURE: \_\_\_\_\_

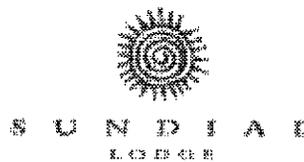
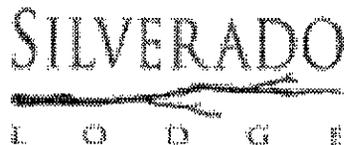
C/I Clerk:

EARLY DEPARTURES AND LATE ARRIVALS WILL BE CHARGED THE ENTIRE RESERVED STAY.

Update Clerk:

Check-out Time is 11:00 am

DATE	REFERENCE	DESCRIPTION	CHARGES/ CREDITS	
7/24/18	433047616013	CONFERENCE RATE PKG	197.66	} 7/24 ROOM \$ 219.08 - 179.08 deposit = \$ 40.08
7/24/18	433049100182	ROOM TAX = 18.66	4.48	
7/24/18	433049100183	RMVA FEE	15.00	
		RESORT FEE	1.05	
		STATE	.51	
		COUNTY	.38	
7/24/18	433049100184	RESORT FEE SURCHARGE	179.00	} CASEY Pcard Required Deposit \$ 219.08
7/24/18	433047615044	APPLIED DEPOSIT RECEIVED ON 05/07/18 6785nj6xd23pn5rp		
7/25/18	433057620149	CONFERENCE RATE PKG	197.66	} 7/25 ROOM \$ 219.08 + 40.08 = \$ 259.16
7/25/18	433059100451	ROOM TAX = 18.66	4.48	
7/25/18	433059100452	RMVA FEE	15.00	
		RESORT FEE	1.05	
		STATE	.51	
		COUNTY	.38	
7/25/18	433059100453	RESORT FEE SURCHARGE	25.00	} 7/26 Breakfast \$ 284.16 - Kim's mc \$ 284.16
7/26/18	433067620781	ROOM SERVICE IG		
7/26/18	433067620821	MASTERCARD 9117q5v1bxmqh0h8		
		TOTAL	463.16	
		TOTAL PAYMENT:	.00	
		** CURRENT FOLIO BALANCE DUE:		





Kim Beecher  
Park City  
07/24 - 07/26/18

SAN DIEGO CNTY RGNL ARPRT AUTH

U.S BANCORP SERVICE CENTER  
P. O. Box 6343  
Fargo, ND 58125-6343

ACCOUNT NUMBER [REDACTED]-6785

STATEMENT DATE 05-22-18

TOTAL ACTIVITY \$ 1,031.11

"MEMO STATEMENT ONLY"  
DO NOT REMIT PAYMENT



000009985 01 SP 106481595177028 S

DIANE CASEY  
SDCRAA  
PO BOX 82776  
SAN DIEGO CA 92138-2776

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 \_\_\_\_\_ Date \_\_\_\_\_ Approver \_\_\_\_\_ Date \_\_\_\_\_

NEW ACCOUNT ACTIVITY

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
05-09	05-07	CANYONS RESERVATIONS 970-496-4971 UT PUR ID: 00182844019704964971 TAX: 0.00	24431068128006182844019	7011	179.00
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

← Casey Board  
Reserve & hotel  
deposit

Default Accounting Code:

CUSTOMER SERVICE CALL  800-344-5696	ACCOUNT NUMBER [REDACTED]-6785		ACCOUNT SUMMARY	
	STATEMENT DATE 05-22-18	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 6335 FARGO, ND 58125-6335	AMOUNT DUE \$ 0.00 <b>DO NOT REMIT</b>		PURCHASES & OTHER CHARGES	\$1,031.11
			CASH ADVANCES	\$ .00
			CASH ADVANCE FEE	\$ .00
			CREDITS	\$ .00
		<b>TOTAL ACTIVITY</b>	<b>\$1,031.11</b>	

Kim Becker  
Park City  
07/24-07/26/18



## HOTEL RESERVATIONS

This year, we are utilizing two hotels for both lodging and meeting rooms. They are conveniently located next to each other in Canyons Village at Park City, just 35-minutes from the Salt Lake City Airport. Both hotels are offering group rate suites with separate bedroom(s) with parlors and kitchens; pools; complimentary valet parking; local shuttle transportation; and fitness centers and spas.

**NOTE:** The cutoff date for booking is Wednesday, June 20, but you are encouraged to book now to ensure availability.

### GRAND SUMMIT HOTEL, PARK CITY RESORT ✓

4000 Canyons Resort Drive, Park City, UT 84098

Main: 435.615.8040 | Reservations: 888.416.6195

#### Rates and Room Types:

- One-Bedroom Suite \$179 plus \$15 resort fee plus 12.84% taxes
- One-Bedroom Loft Suite \$199 plus \$15 resort fee plus 12.84% taxes
- Two-Bedroom Suite \$239 plus \$15 resort fee plus 12.84% taxes
- Two-Bedroom Loft Suite \$259 plus \$15 resort fee plus 12.84% taxes

To reserve lodging at the Grand Summit Hotel, call toll free **888.416.6195** and ask for the **U.S. Travel 2018 Summer Board of Directors Meeting group rates**. Rates cannot be changed at check-in or check-out for guests who failed to identify their affiliation at the time the reservation was made. One-night's deposit is due at the time of booking. *Your deposit is fully refundable up to five (5) days prior to your arrival date. Late arrivals, early departures, and no-shows are non-refundable.* Check-in time is 4:00 p.m. and check-out time is 11:00 a.m.

### WESTGATE PARK CITY RESORT & SPA

3000 Canyons Resort Drive, Park City, UT 84098

Main: 435.655.2240 | Reservations: 877.502.7058

#### Rate and Room Type:

- One-Bedroom Luxury Villa (suite) \$179 plus \$24.95 resort fee plus 12.84% taxes

To reserve lodging at the Westgate Park City Resort & Spa, please call **877.502.7058** and reference the **code 61-170** for the U.S. Travel group rate. One-night's deposit is due at the time of booking. *Your deposit is fully refundable up to 72 hours prior to your arrival date. Late arrivals, early departures, and no-shows are non-refundable.* Check-in time is 4:00 p.m. and check-out time is 10:00 a.m.





**TRAVEL EXPENSE RECEIPTS FOR KIMBERLY J. BECKER**  
**GAC Directors Meeting & U.S. Travel & Tourism Board Meeting**  
**Park City, UT**  
**July 24 - 26, 2018**

*07/26 - Breakfast*  
*• Room Service, See Hotel Invoice*

Welcome to Canyons  
 Room Service  
 7/26/2018 6:55

=====  
 CY: Room Service  
 Check: 95097754 Table: 438  
 Server: Kiva  
 Terminal: 9509  
 =====

CY: Room Service  
 1 Amrican Breakfas 14.00

SUBTOTAL 14.00  
 Total discount 0.00  
 Net total 14.00  
 Service Charge 4.00  
  
 State/Local Tax 1.68  
 Resort Fees 0.52  
 Total Tax 2.20  
  
 Gratuity 2.80  
  
 AMOUNT DUE 23.00  
 Tip 0.00

----- AUTHORIZE -----  
 Room Charge 23.00  
 GSG438 BECKER, KIMBERLY

Unit # Room # Tip  
           2-  
           25.00  
 -----  
 Total

Name (Print)

*Kiva J. O...*  
 Signature

7/26/18 6:56  
 SALES DRAFT  
 Canyons

(435) 615-8065

CASHIER: Kiva  
 TERMINAL: 950 CY: Room Serv

Room Charge

NAME: BECKER, KIMBERLY  
 NUMBER: GSG438  
 AMOUNT: 23.00

CHECK: 9509775

TOTAL: 23.00

TIP \_\_\_\_\_

TOTAL \_\_\_\_\_

X \_\_\_\_\_  
 SIGNATURE

PLEASE PRINT YOUR NAME



Kim Becker  
Park City  
07/24 - 07/26/18

**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: Kimberly J. Becker Dept: BU 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:** 05/17/2018 **PLANNED DATE OF DEPARTURE/RETURN:** 07/24/18 07/26/18

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

Destination: Park City, UT Purpose: GAC Directors Meeting /U.S. Travel Board Meeting  
 Explanation: \_\_\_\_\_

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

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ <u>350.00</u>
• *RENTAL CAR (Must complete page 2)	\$ _____
• OTHER TRANSPORTATION (Taxi, Train)	\$ <u>150.00</u>
<b>B. LODGING</b>	\$ <u>440.00</u>
<b>C. MEALS</b>	\$ <u>200.00</u>
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ _____
<b>E. ENTERTAINMENT (If applicable)</b>	\$ _____
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ _____
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ <u>1,140.00</u></b>

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**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: Kimberly J. Becker Date: 5/17/18

**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, Martha Morales, Asst 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 May 24, 2018 meeting.  
 (Leave blank and we will insert the meeting date.)

Kim Beckler  
Park City  
07/24 - 07/26/18



**SCHEDULE OF EVENTS WITH ACTIVITIES**  
(as of 6.7.18)

All business sessions will be held at The Grand Summit Hotel. The Registration and Hospitality Room will be located in the Cabin 1 room.

Room blocks are available at The Grand Summit Hotel and the Westgate Park City Resort & Spa. The cutoff date for reserving your lodging is June 20, but you are advised to book now. **[View reservations instructions.](#)**

Attire for business sessions and meals is resort casual (no ties) unless otherwise noted. Evenings may be cool, so bring a sweater or light jacket. For all outdoor activities, dress for the weather—rain or light jacket, hat, sunglasses, sunscreen. For hiking, wear good hiking shoes/boots. For biking, Utah Olympic Park and horseback riding, wear secured closed-toe shoes.

All organized meals and group activities are complimentary. Advanced sign-up is required for all group activities; participation will be confirmed when you pick up your packet at the Registration Desk in the Registration & Hospitality Room. ***Minors under 16 years old must be accompanied by a parent or guardian on all activities. Please note that age and weight restrictions may vary on specific activities and will be strictly enforced.***

For activity departures, please be in the Main Lobby of the Grand Summit Hotel 15 minutes prior to the start times listed on the schedule. Remember to bring your signed waiver when necessary.

**WEDNESDAY, JULY 25**

Gateway Airports Council Meeting ( <i>Members only</i> )	8:30 a.m.-1:00 p.m.
Registration and Hospitality Room	Noon-7:30 p.m.
Executive Committee Meeting ( <i>Members only</i> )	2:00-4:30 p.m.
Compensation Committee ( <i>Members only</i> )	5:00-5:45 p.m.
New Director Orientation	5:00-6:00 p.m.
Welcome Reception <b><i>Canyons Village Umbrella Bar</i></b>	6:30-8:00 p.m.

**THURSDAY, JULY 26**

Breakfast	7:00-9:00 a.m.
Registration and Hospitality Room	7:00 a.m.-12:30 p.m.
Board Meeting Session #1	8:00 a.m.-Noon

Kim Becker  
Park City  
07/24 - 07/26/19

Morning Group Activity Options for Guests and Sponsors  
(Note: Board members will be in meetings.)

- Option 1: **Horseback Trail Ride** 8:30-11:00 a.m.  
**Level: Easy to Intermediate. No one under 8 years old, under 65 lbs. or over 250 lbs. Closed-toe shoes required.**  
**Note: Limited availability; no guest will be confirmed for both morning rides if a waitlist exists on either morning.**  
Experience a beautiful, serene ride through Park City's natural landscapes, all on privately-owned land near Canyons Village. You'll see natural alpine lakes, wildflower-laden meadows, rugged ridges and expansive mountain views. You may even catch a glimpse of a deer, elk, or moose while on your ride.
- Option 2: **Guided Hike - Rob's Trail** 9:00-11:15 a.m.  
**No one under 8 years old; must be able to go three miles with possible elevation gain of 7,000 feet.**  
On Rob's Trail, you'll hike through aspen and evergreen forests, hillsides covered in wildflowers, scenic vistas and a gradual uphill ascent. This trail offers different ability levels with the perfect mix of elevation change and scenery. Leisurely groups typically reach the first panoramic view onto Swaner Nature Preserve and the Northern Uinta Mountains. Moderate groups typically reach a high meadow with views into the Canyons Ski Area. More aerobic groups may have the stamina to summit a small peak before heading back to the trailhead.
- Option 3: **Scenic Ride on Red Pine Gondola** 10:00-11:30 a.m.  
From Canyons Village, take the Red Pine Gondola for a scenic ride up the mountain leading to Park City's world class mountain trail system and groomed access roads for beautiful alpine hiking and finish it up with a scenic ride back down. Your pass is also valid at the Park City Mountain Village where you can explore the town's rich mining history or take the Town Lift down to historic Main Street. The Red Pine Gondola at Canyons Village allows infants and strollers inside of its closed structure. To ride an open-air chairlift, you must be able to walk to the loading zone on your own.

Lunch 12:15-1:15 p.m.

Afternoon Activity Options for Everyone

- Option 1: **Utah Olympic Park** 1:15-5:00 p.m.  
**Children must be at least 4 years old and weigh at least 50 lbs and be at least 54" tall; Additional age, weight and height limitations apply for individual activities. [Learn more.](#)**  
Built for the 2002 Salt Lake Olympic Winter Games, the Utah Olympic Park (UOP) is now managed by the Utah Olympic Legacy Foundation, a non-profit organization responsible for maintaining these Olympic facilities at world-class levels and using them to provide opportunities for people of all ages and abilities to watch, learn and excel in winter sports. To assist you in navigating the variety of offerings at the UOP, each bus will have a guide to provide an overview on the drive from Canyons Village. Once onsite, your Gold Pass will offer you the opportunity to experience activities such as the Discovery Adventure Course; Canyon Adventure Course; Alpine Slide, Extreme and Freestyle Zipline, Drop Tower, Extreme Tubing and three ropes courses. The curious, but less adventurous, can explore the Alf Engen Ski Museum and ride the scenic chairlift. Learn more about UOP activities and restrictions [here](#).
- Option 2: **Biking in Round Valley** 1:30-4:15 p.m.  
**No one under 8 years old; must be able to ride a mountain bike; bikes are provided.**  
Intermediate and advanced levels offer more experienced riders the chance to enjoy miles of varied single-track terrain on the Round Valley Trail System. Experienced guides will help you learn the necessary techniques and skills to really enjoy this form of outdoor adventure. Families and less experienced riders can enjoy a milder dirt trail including parts of the Historic Park City Rail Trail.
- Option 3: **Park City Museum and Historic Walking Tour** 1:30-4:30 p.m.  
Put on your walking shoes and explore historic Main Street! You'll start in the Park City Museum for a guided tour to learn about the people and notable events of Park City's unique history, from the silver mining boomtown to today's world class ski resort and home to the Sundance Film Festival. The tour continues outside to explore the architecture and learn about some of the town's early PG-13 history (a kid-friendly version will also be offered). Then spend some time on your own discovering the many unique shops and galleries.

Travel PAC Auction with Reception and Dinner 6:30-10:00 p.m.  
**Grand Summit Kokopelli Grand Ballroom**  
Don't forget to explore this year's catalogue of auction items before the auction to plan your winning strategy. [Click here](#) to donate to the auction.

Kim Beecher  
Park City  
07/24 - 07/26/18

**FRIDAY, JULY 27**

Breakfast 7:00-9:00 a.m.

Registration and Hospitality Room 7:00 a.m.-12:30 p.m.

Board Meeting Session #2 9:00 a.m.-Noon

Morning Group Activity Options for Guests and Sponsors  
(Note: Board Members will be in meetings.)

- Option 1: **Horseback Trail Ride** 8:30-11:00 a.m.  
**Level: Easy to intermediate. No one under 8 years old, under 65 lbs. or over 250 lbs. Closed-toe shoes required.**  
**Note: Limited availability; no guest will be confirmed for both morning rides if a waitlist exists on either morning.**

Experience a beautiful, serene ride through Park City's natural landscapes, all on privately-owned land near Canyons Village. You'll see natural alpine lakes, wildflower-laden meadows, rugged ridges and expansive mountain views. You may even catch a glimpse of a deer, elk, or moose while on your ride.

- Option 2: **Guided Hike - Flagstaff Trail** 9:00-11:00 a.m.  
**No one under 8 years old; must be able to go three miles with possible elevation gain of 7,000 feet**  
Flagstaff Trail is a quick 20-minute drive up Guardsman's Pass and is a great way to get a bit higher in evaluation but without all the work! This trail starts where the 10<sup>th</sup> Mountain Division first discovered silver and gold. Hikers can expect great views down onto Deer Valley Resort, across to the Uinta Mountains and even into the rural Heber Valley. Overall gradual climbs, descents and spur routes; perfect for all ability levels.

- Option 3: **Scenic Ride on Red Pine Gondola** 10:00-11:30 a.m.  
From Canyons Village, take the Red Pine Gondola for a scenic ride up the mountain leading to Park City's world class mountain trail system and groomed access roads for beautiful alpine hiking and finish it up with a scenic ride back down. Your pass is also valid at the Park City Mountain Village where you can explore the town's rich mining history or take the Town Lift down to historic Main Street. The Red Pine Gondola at Canyons Village allows infants and strollers inside of its closed structure. To ride an open-air chairlift, you must be able to walk to the loading zone on your own.

Lunch 12:15-1:00 p.m.  
(Note: Golfers will pick up a boxed lunch outside at the rear of the Grand Summit Hotel.)

Afternoon Activity Options for Everyone

- Option 1: **U.S. Travel Golf (Includes boxed lunch and beverages)** 1:15 p.m.  
Canyons Golf Course has a scenic location surrounded by both the Wasatch and Uinta mountain ranges and takes advantage of the dramatic landscape with six holes that are intermingled with skiable terrain. The hilly golf course features more than 550 feet of elevation change. The most intimidating height comes on the 10<sup>th</sup> hole, which has a 297-foot elevation change from tee to green. Canyons Golf Course's 18<sup>th</sup> is a memorable water hole with an island green encircled by the Willow Draw Stream. Go directly outside at the rear of the Grand Summit Hotel, where boxed lunches will be available for pick-up. We'll have a shotgun start at 1:15 p.m.

- Option 2: **Stewart Falls (Sundance) Hike** 1:15-4:45 p.m.  
**No one under 6 years old; must be able to walk three miles in high altitudes.**  
**Note: Limited availability; no guest will be confirmed for both activity times if a waitlist exists on either day.**  
Tackle a lift ride and a waterfall all in the same hike! You'll depart the hotel for a 45-minute ride to Sundance Mountain Resort, where you'll take the lift up the mountain and hike to a beautiful glacial waterfall. After cooling off at the waterfall, you'll descend back to the base of the mountain. The terrain on this comfortable 3-mile hike runs nearly level to downhill the entire way.

- Option 3: **Historic GPS Adventure Race in Park City** 1:30-4:30 p.m.  
Each team of 12 will have a guide, a map of Park City, a van (to be driven by the guide) and a GPS unit. Some of the scavenger hunt will take place in the vehicle and some will take place on foot. Several waypoints (coordinates) will be entered in the GPS units. The goal of each team will be to locate as many waypoints as possible. At each waypoint there will be a required activity. The team will not be

Kim Becker  
Park City  
07/24 - 07/26/17

informed of the task until they have reached the waypoint, at which time their guide will brief them on their assignment and make sure it is performed safely and properly. After completing the assigned task at their waypoint, the team receives earned points and moves on to the next station. All teams need to finish the race by a pre-determined time and will be penalized for late arrival. The team finishing the race with the most points and on time will win. The guides accompanying each team will drive, explain rules, and record points. But remember - guides are not present to lead their teams to victory - that's up to the team to accomplish!

- **Option 4: *Park City Mountain Village Adventure Pass*** 1:30-4:30 p.m.  
**Ages 3 and up, with special activities for kids 30-100 lbs. and under 54" tall; wear secured closed-toe shoes.**  
We'll take you to neighboring Park City Mountain Village where your Adventure Pass offers the Alpine Coaster, Alpine Slide, Scenic Lift Rides, Miniature Golf, Legacy Launcher and Climbing Wall. Kids' activities include Kids' Tubing, Zip and Challenge Course.

Reception and Dinner 6:15-10:00 p.m.  
**Utah Olympic Park**

Includes pre-dinner reception in the Alf Engen Ski Museum and 2002 Olympic Museum, dinner in the Summer Pavilion and post-dinner reception at the Legacy Center and Patios, where we will be entertained by the Flying Ace All-Stars Freestyle Show. See Olympians and National Team skiers and snowboarders perform acrobatic feats as they soar up to 60 feet in the air before landing in the Spence Eccles Olympic Freestyle Pool.

## SATURDAY, JULY 28

Breakfast 7:00-9:30 a.m.

Registration and Hospitality Room 7:00-9:30 a.m.

### Activity Options for Everyone

- **Option 1: *Guided Fly Fishing (Breakfast and snacks provided)*** 7:30 a.m.-12:30 pm  
**No one under 10 years old; strict maximum of 3 guests per guide.**  
This half-day trip will be on the Provo or Weber Rivers depending on which is best on the day of the trip. Whether you are a seasoned fly fisher or a novice, your world class guides will make your experience in Utah one to remember. Along with a guide, you will be provided with all necessary fly-fishing equipment, including Orvis waders, wading shoes, rods and the best flies for the fishing conditions. Wear warm socks and light pants to wear under the waders. Boxed breakfasts will be provided.
- **Option 2: *White Water Rafting (Lunch Included)*** 9:00 a.m.-2:00 p.m.  
**No one under 6 years old; must be able to swim. River has sharp rocks; secure footwear required (i.e., strap-on athletic sandals, water shoes, or tennis shoes) - No flip flops, Crocs, or bare feet allowed.**  
The Weber River offers a family-friendly 8.5-mile run with a great mix of Class II rapids and calm stretches that give you the opportunity to bask in the sun, search for wildlife, or water fight. Wear quick drying clothing—start with bathing suits as a base layer. Performance or active wear made with synthetic fibers is more comfortable than cotton once wet. We suggest you leave a change of clothes in the bus as you WILL get wet! Experienced guides in each top-of-the-line Puma raft, personal flotation devices, paddles, and water are all included.
- **Option 3: *Tanger Outlets (Lunch included)*** 11:30 a.m.-4:00 p.m.  
After a special meet and greet from your Tanger Outlets host, grab a sandwich and salad and shop 'til you drop. You'll receive a welcome bag with great coupons to make your shopping even easier.
- **Option 4: *Stewart Falls (Sundance) Hike (Lunch included)*** 11:30 a.m.-4:30 p.m.  
**No one under 6 years old; must be able to walk three miles in high altitudes.**  
**Note: Limited availability; no guest will be confirmed for both activity times if a waitlist exists on either day.**  
Tackle a lift ride and a waterfall all in the same hike! You'll depart the hotel for a 45-minute ride to Sundance Mountain Resort where you'll take the lift up the mountain and hike to a beautiful glacial waterfall. After cooling off at the waterfall, you'll descend back to the base of the mountain. The terrain on this 3-mile hike runs nearly level to downhill the entire way.

Kim Becker  
Park City  
07/24 - 07/26/18

## SATURDAY, JULY 28 (CONTINUED)

Reception and Dinner with Canyons Village Concert  
**Sundial Pavilion**

6:15-8:30 p.m.

Enjoy a custom-designed local Utah menu and a Canyons Village tradition—a concert on the village “green” featuring the music of Old Salt Union.

## SUNDAY, JULY 29

Breakfast

7:00-10:00 a.m.

Departures (*Transportation on own*)

### OPTIONS FOR INDIVIDUAL ACTIVITIES DURING YOUR STAY

(Scheduling and any related fees are the individual's responsibilities.)

- **Bike rentals** - For rentals for biking on your own, Canyon Mountain Rentals, located in Canyons Village, is offering U.S. Travel Association guests a **25% discount on *advance order*** rentals, Sunday, July 22 through Sunday, July 29. Order [here](#) and select your preferred bike rental option from the top to see the discounted rates. ***You must order in advance to receive the 25% discount, rentals onsite at the store will receive a 5% discount when you mention you are with the U.S. Travel group.***
- **Spa discounts** - You are encouraged to reserve in advance at either spa as appointments will fill up quickly.
  - **RockResorts Spa** at the Grand Summit Hotel is offering a 15% discount when you mention at booking time that you are with the U.S. Travel group. Call them at 435.615.8035 to make your reservation.
  - **Serenity Spa by Westgate**, located at the Westgate Park City Resort & Spa, is offering a 20% discount when you mention at booking time that you are with the U.S. Travel group. Services are available for ages 8 and up. Access to the hotel's pool and fitness room included with a treatment booking. Call them at 435-655-2266 to make your reservation.
- **Golf** - **Canyons Golf** is located at the Grand Summit Hotel.
- **Hiking trails** - Trail information and maps will be available in the Registration and Hospitality Room and [online](#).
- **Swimming** - Pools are located at each hotel.

### RESOURCES FOR CHILDREN

The Grand Summit Hotel refers child care inquiries to [Park City Sitters](#) and [Guardian Angel Babysitting](#).

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

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

TRAVELER: Kimberly J. Becker DEPT. NAME & NO. Strategy & Policy, BU6  
 DEPARTURE DATE: 8/5/2018 RETURN DATE: 8/6/2018 REPORT DUE: 9/5/18  
 DESTINATION: Dallas/Ft. Worth (American Airlines Headquarter Meeting)

*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
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
		8/5/18	8/6/18						
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	589.41								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.)*			19.49						19.49
Hotel*		164.22							164.22
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*		22.28						22.28
	Dinner*	24.17							24.17
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous: American Airlines Flight Time Change			75.00						75.00
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>589.41</b>	<b>188.39</b>	<b>116.77</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>305.16</b>

Explanation:	Total Expenses Prepaid by Authority	589.41
	Total Expenses Incurred by Employee (including cash advances)	305.16
	<b>Grand Trip Total</b>	<b>894.57</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	589.41
	<b>Due Traveler (positive amount)<sup>2</sup></b>	
	<b>Due Authority (negative amount)<sup>3</sup></b>	<b>305.16</b>
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

<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.

Prepared By: Diane Casey Ext.: 2445  
 Traveler Signature:  Date: 8/9/18  
 Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

**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: Kimberly J. Becker Dept: BU 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: 06/29/2018 PLANNED DATE OF DEPARTURE/RETURN: 08/06/18 08/06/18

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

Destination: Dallas, TX Purpose: American Airlines Meeting  
 Explanation:

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 350.00
- \*RENTAL CAR (Must complete page 2) \$ \_\_\_\_\_
- OTHER TRANSPORTATION (Taxi, Train) \$ 100.00

**B. LODGING** \$ \_\_\_\_\_

**C. MEALS** \$ 50.00

**D. SEMINAR AND CONFERENCE FEES** \$ \_\_\_\_\_

**E. ENTERTAINMENT (If applicable)** \$ \_\_\_\_\_

**F. OTHER INCIDENTAL EXPENSES** \$ \_\_\_\_\_

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 500.00

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**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: Kimberly J. Becker Date: 6/29/18

**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**

Matthew Morales, Asst 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 July 12, 2018 meeting.  
 (Leave blank and we will insert the meeting date.)

Kim Becker  
Dallas/Ft. Worth  
08/05-08/06/18

**Casey Diane**

---

**Subject:** American Airlines HQ Meeting  
**Location:** Dallas, TX  
**Start:** Mon 8/6/2018 9:00 AM  
**End:** Mon 8/6/2018 10:30 AM  
**Recurrence:** (none)  
**Meeting Status:** Accepted  
**Organizer:** D'Amico Brian  
**Required Attendees:** Brown Hampton; Becker Kimberly  
**Categories:** Out of Office

Meeting is at 11AM  
Lunch with AA team will follow.  
Marriot DFW Airport South

Kim Becker  
Dallas/Ft. Worth  
08/05-08/06/18

Traveltrust Corporation  
374 North Coast Hwy 101, Suite F  
Encinitas, CA 92024  
Phone: (760) 635-1700



**ADD TO OUTLOOK**

Thursday, 19JUL 2018 12:50 PM EDT

**Passengers: KIMBERLY JANE BECKER (06)**

Agency Reference Number: MDRRRQ

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

American Airlines Confirmation MDRRRQ

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

TRAVELTRUST STRONGLY RECOMMENDS CHECKING IN  
ONLINE WITH YOUR AIRLINE AT LEAST 24 HOURS PRIOR TO  
EACH FLIGHT FOR THE MOST CURRENT TIMES AND ALERTS

**AIR Sunday, 5AUG 2018** 

**American Airlines**

**From:** San Diego CA, USA

**To:** Dallas/Ft Worth TX, USA

**Stops:** Nonstop

**Seats:** 17C

**Equipment:** 32B/AIR

DEPARTS SAN TERMINAL 2

Frequent Flyer Number [REDACTED]

PREFERRED FORWARD AISLE SEAT CONFIRMED

COMPLIMENTS OF TRAVELTRUST

**American Airlines Confirmation number is MDRRRQ**

**Flight Number:** 1064

**Depart:** 10:41 AM

**Arrive:** 03:50 PM

**Duration:** 3 hour(s) 9 minute(s)

**Status:** CONFIRMED

**MEAL:** Food and Bev for Purchase

**Class:** M-Coach/Economy

**Miles:** 1175 / 1880 KM

**AIR Monday, 6AUG 2018** 

**American Airlines**

**From:** Dallas/Ft Worth TX, USA

**To:** San Diego CA, USA

**Stops:** Nonstop

**Seats:** 16C

**Equipment:** 32B/AIR

ARRIVES SAN TERMINAL 2

Frequent Flyer Number [REDACTED]

PREFERRED FORWARD AISLE SEAT CONFIRMED

COMPLIMENTS OF TRAVELTRUST

**American Airlines Confirmation number is MDRRRQ**

**Flight Number:** 2758

**Depart:** 04:59 PM

**Arrive:** 05:53 PM

**Duration:** 2 hour(s) 54 minute(s)

**Status:** CONFIRMED

**MEAL:** Food and Bev for Purchase

**Class:** G-Coach/Economy

**Miles:** 1175 / 1880 KM

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

Kim Becker  
Dallas / Ft. Worth  
08/05 - 08/06/18

YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY.  
AMERICAN AIRLINES CONFIRMATION NUMBER - MDRRRQ  
FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: KIMBERLY JANE BECKER  
Date issued: 7/19/2018 Invoice Nbr: 5484046  
Ticket Nbr: AA7165015261 Electronic Tkt: Yes Amount: 559.41 USD  
Base: 493.96 US Tax: 37.05 USD XT Tax: 28.40 USD  
Charged to: AX\*\*\*\*\*1013

Service fee: KIMBERLY JANE BECKER  
Date issued: 7/19/2018  
Document Nbr: XD0738101421 Amount: 30.00  
Charged to: AX\*\*\*\*\*1013

Total Tickets: 559.41  
Total Fees: 30.00  
Total Amount: 589.41

**Click here 24 hours in advance to obtain boarding passes:**

[American](#)

**Click here to review Baggage policies and guidelines:**

[American](#)

TSA Guidance- a government issued photo id is needed for checkin.  
Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic.  
For Additional security information visit [www.tsa.gov](http://www.tsa.gov).

Thank you for choosing Traveltrust!

Our Business Hours are Sunday - Friday 10pm - 5:30pm Pacific  
Saturday from 9am-1pm Pacific.

For EMERGENCY AFTERHOURS assistance in the US, please call 888-221-6043 and use VIP Code SJE72.

You can also use the Direct Dial Number 682-233-1914 or the collect number 682-647-0061.

Each call is billable at a minimum \$25.00 per call/reservation

Kim Becker  
 Dallas/Ft. Worth  
 08/05-08/06/19



DFW AIRPORT MARRIOTT SOUTH

GUEST FOLIO

516 BECKER/KIMBERLY/MS 140.00 08/06/18 10:04 3766  
 ROOM NAME RATE DEPART TIME ACCT#  
 NKSG 101 ARROYO WAY 08/05/18 07:35  
 TYPE 951122102 ARRIVE TIME  
 46  
 ROOM VSXXXXXXXXXXXX6785 MRW#: XXXXX0395  
 CLERK ADDRESS PAYMENT

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
08/05	DOC'S 1498 516	24.17		
08/05	ROOM 516, 1	140.00		
08/05	STATE TX 516, 1	8.40		
08/05	CITY TX 516, 1	12.60		
08/05	TOUR PID 516, 1	2.80		
08/05	STATE TX 516, 1	.17		
08/05	CITY TX 516, 1	.25		
08/06	CCARD-VS		188.39	
PAYMENT RECEIVED BY: VISA XXXXXXXXXXXXXXX6785				.00

08/05, Dinner  
 08/05, Room \$164.22

See our "Privacy & Cookie Statement" on Marriott.com

Your Rewards points/miles earned on your eligible earnings will be credited to your account. Check your Rewards Account Statement for updated activity.



DFW AIRPORT MARRIOTT SOUTH  
 4151 CENTREPORT DRIV  
 FT. WORTH, TX 76155

Treat yourself to the comfort of Marriott Hotels in your home. Visit ShopMarriott.com.

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X

**TRAVEL EXPENSE RECEIPTS FOR KIMBERLY J. BECKER**  
**American Airlines Meeting**  
**Dallas, Ft. Worth, TX**  
**August 5 - 6, 2018**

08/05- DINNER  
see hotel invoice

DFW AIRPORT MARRIOTT SOUTH  
DOC'S Bar & Kitchen  
Fort Worth, Texas  
443 LEANN 1

-----  
CHK 1498 TBL 23/2  
GST 1  
5 Aug'18 6:30 PM

-----  
1 BURGER BCN CHDR 16.00  
MEDIUM  
1 ICED TEA 3.00

SUBTOTAL \$19.00  
TAX \$1.57

6:37 PM  
TOTAL DUE \$20.57

GRATUITY 3.60

TOTAL 24.17

ROOM NUMBER 516

PRINT LAST NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

**TRAVEL EXPENSE RECEIPTS FOR KIMBERLY J. BECKER**  
**American Airlines Meeting**  
**Dallas, Ft. Worth, TX**  
**August 5 - 6, 2018**

08/06 - Lunch

COOL RIVER CAFE  
TERMINAL D GATE D25  
DFW AIRPORT, TEXAS

COOL RIVER CAFE  
TERMINAL D GATE D25  
DFW AIRPORT, TEXAS

5677 MARIA M

GUEST COMMENTS: 214-353-3959  
STORE NUMBER 972-973-4268

8 1/2                    CHK 1452  
AUG06'18 12:40PM

CHECK:                1452  
TABLE:                8 1/2  
SERVER:               5677 MARIA M  
DATE:                 AUG06'18 1:16PM  
CARD TYPE:            MASTERCARD  
ACCT #:               XXXXXXXXXXXX9117  
EXP DATE:             XX/XX  
AUTH CODE:            772116

1 FOUNTAIN DRINK       2.92  
1 CHOP HOUSE SALAD    15.35  
  
SUBTOTAL               18.27  
TAX                     1.51  
TOTAL                   **\$ 19.78**

SUBTOTAL:                19.78

GUEST COMMENTS: 214-353-3959  
www.coolrivercafe.com  
STORE NUMBER: 972-973-4268

Gratuity:           2.50          

For your convenience we are  
providing the following  
gratuity calculations:

18% is \$3.56  
20% is \$3.96  
22% is \$4.35

Total:           22.28          

Signature: \_\_\_\_\_

**TRAVEL EXPENSE RECEIPTS FOR KIMBERLY J. BECKER**  
**American Airlines Meeting**  
**Dallas, Ft. Worth, TX**  
**August 5 - 6, 2018**

*08/06 - American Flight Change*



SALES RECEIPT

PASSENGER NAME  
**BECKER/KIMBERLY JANE**

Same-Day Flight Change      1      75.00 USD

SOME MISCELLANEOUS  
 CHARGES ARE  
 NON-REFUNDABLE

PASSENGER TICKET  
 0017165015261

Total with Applicable TFC  
 Credit Card MC XXXXXXXXXXXXXXX9117      75.00 USD

Fare	75.00USD	FLIGHT	DATE
TFC		1624	AUGUST 06, 2018
TFC		PNR: MDRRQ	
TFC		Agent: DFW-SSM	
Total	75.00USD	001	0629856193

TFC=TAXES, FEES & CHARGES  
 NOT VALID FOR TRAVEL



**TSA PRECHK**

PASSENGER NAME  
**BECKER/KIMBERLY JANE**

**BOARDING PASS**

DOORS CLOSE 10 MINUTES PRIOR TO DEPARTURE

FREQUENT FLYER #

REGOR  
 /LOCATOR  
**MDRRRQ**

FROM:  
**DALLAS/FT WORTH**  
 TO:  
**SAN DIEGO**

FLIGHT  
**AA1624**      CLASS  
**G**      DATE  
**06AUG 320P**

GATE      BOARDING TIME      SEAT

**GROUP 4      D17      250P      16C**

**PRIORITY      0017165015261**



BOARDING PASS  
**BECKER/KIMBERLY JA**  
 FROM:  
**DALLAS/FT WORTH**  
 TO:  
**SAN DIEGO**

FLIGHT  
**AA 1624**      SEAT  
**16C**

**GROUP 4**  
 DATE      CLASS      DEPARTS  
**06AUG      G      320P**

Kim Becker  
Dallas / Ft. Worth  
08/05 - 08/06/18

**Casey Diane**

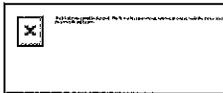
**From:** Kim Becker [REDACTED]  
**Sent:** Monday, August 6, 2018 8:45 AM  
**To:** Casey Diane  
**Subject:** Fwd: Receipt for Your Payment to Lyft

08/06 - Transportation

Receipt airport to hotel.

Begin forwarded message:

**From:** "service@paypal.com" <service@paypal.com>  
**Date:** August 6, 2018 at 10:17:03 AM CDT  
**To:** Kimberly Becker [REDACTED]  
**Subject:** Receipt for Your Payment to Lyft



Aug 6, 2018 08:16:35 PDT  
Transaction ID: 44B089019X194273P

Hello Kimberly Becker,

You sent a payment of \$19.49 USD to Lyft

It may take a few moments for this transaction to appear in your account.

**Merchant**  
Lyft

**Instructions to merchant**  
You haven't entered any instructions.



Description	Unit price	Qty	Amount
	\$17.49 USD	1	\$17.49 USD
		<b>Subtotal</b>	\$17.49 USD
		Tax	\$2.00 USD
		<b>Total</b>	\$19.49 USD
		<b>Payment</b>	\$19.49 USD

Payment sent from [Kbeckersj@yahoo.com](mailto:Kbeckersj@yahoo.com)

**Funding Sources Used (Total)**

LOGIX FEDERAL CREDIT UNION x-7700 \$19.49 USD

Invoice ID: 14300fbe4f285476\_1164786177609455828\_75925534

Kim Becker  
Dallas / Ft. Worth  
08/05 - 08/06/18

**Issues with this transaction?**

You have 180 days from the date of the transaction to open a dispute in the Resolution Center.



Questions? Go to the Help Center at [www.paypal.com/help](http://www.paypal.com/help).

Please do not reply to this email. This mailbox is not monitored and you will not receive a response. For assistance, log in to your PayPal account and click **Help** in the top right corner of any PayPal page or please contact us toll free at 1-888-221-1161.

You can receive plain text emails instead of HTML emails. To change your Notifications preferences, log in to your account, go to your Profile, and click **My settings**.

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PayPal PPX001066:1.1:b330e1845df77

**AMY GONZALEZ**

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

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

TRAVELER: Amy Gonzalez DEPT. NAME & NO. General Counsel  
 DEPARTURE DATE: 5/1/2018 RETURN DATE: 5/5/2018 REPORT DUE: 6/4/18  
 DESTINATION: San Francisco

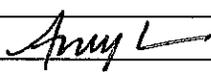
*Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient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

	Authority Expenses (Prepaid by Authority)	Employee Expenses							TOTALS
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	132.20			5/1/18	5/2/18	5/3/18	5/4/18	5/5/18	0.00
Conference Fees (provide copy of flyer/registration expenses)	850.00								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.)*								36.14	36.14
Hotel*				371.46	371.46	371.46	371.46		1,485.84
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*			7.60					7.60
	Dinner*					33.79			33.79
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous									0.00
Baggage fee									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>982.20</b>	<b>0.00</b>	<b>0.00</b>	<b>379.06</b>	<b>371.46</b>	<b>405.25</b>	<b>371.46</b>	<b>36.14</b>	<b>1,563.37</b>

Explanation:  No other receipts were provided for this travel report.  <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	Total Expenses Prepaid by Authority	982.20
	Total Expenses Pd. by Employee (including cash advances)	1,563.37
	<b>Grand Trip Total</b>	<b>2,545.57</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	982.20
	<b>Due Traveler (positive amount)<sup>2</sup></b>	
	<b>Due Authority (negative amount)<sup>3</sup></b>	<b>1,563.37</b>
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

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: Kendy Rios Ext.: x2424  
 Traveler Signature:  Date: 5-15-18  
 Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

**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: 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: 3/26/2018 PLANNED DATE OF DEPARTURE/RETURN: 5/1/2018 / 5/5/2018

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

Destination: San Francisco Purpose: Legal Steering Group Committee  
 Explanation: Legal Steering Committee

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

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ 500.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$
<b>B. LODGING</b>	\$ 1200.00
<b>C. MEALS</b>	\$ 350.00
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ 850.00
<b>E. ENTERTAINMENT (If applicable)</b>	\$
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$
<b>TOTAL PROJECTED TRAVEL EXPENSE</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: *Amy L* Date: 3/27/18

**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, Martha Morales, Asst 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 April 23, 2018 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

**ADD TO OUTLOOK**

Friday, 20APR 2018 08:53 PM EDT

**Passengers: AMY GONZALEZ (15)**

Agency Reference Number: XBSTCP

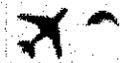
Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

United Airlines Confirmation MRLS2N

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
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**AIR Tuesday, 1MAY 2018**



**United Airlines**

**Flight Number: 1919**

**Class: L-Coach/Economy**

**From: San Diego CA, USA**

**Depart: 01:35 PM**

**To: San Francisco CA, USA**

**Arrive: 03:10 PM**

**Stops: Nonstop**

**Duration: 1 hour(s) 35 minute(s)**

**Seats: 35D**

**Status: CONFIRMED**

**Miles: 436 / 698 KM**

**Equipment: Airbus Jet**

**MEAL: REFRSHMNT/COMP**

**DEPARTS SAN TERMINAL 2 - ARRIVES SFO TERMINAL 3**

**AISLE SEAT CONFIRMED**

**United Airlines Confirmation number is MRLS2N**

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.  
 UNITED AIRLINES CONFIRMATION NUMBER - MRLS2N  
 FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: AMY GONZALEZ

Date issued: 4/20/2018 Invoice Nbr: 5470991

Ticket Nbr: UA7138519525 Electronic Tkt: Yes Amount: 102.20 USD

Base: 81.86 US Tax: 6.14 USD XT Tax: 14.20 USD

Charged to: AX\*\*\*\*\*1013

Service fee: AMY GONZALEZ

Date issued: 4/20/2018

Document Nbr: XD0734056663

Amount: 30.00

Charged to: AX\*\*\*\*\*1013

Total Tickets: 102.20

Total Fees: 30.00  
Total Amount: 132.20

**Click here 24 hours in advance to obtain boarding passes:**  
**UNITED**

**Click here to review Baggage policies and guidelines:**  
**UNITED**

TSA Guidance- a government issued photo id is needed for checkin.  
Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic.  
For Additional security information visit [www.tsa.gov](http://www.tsa.gov).

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You can also use the Direct Dial Number 682-233-1914 or the collect number 682-647-0061.

Each call is billable at a minimum \$25.00 per call/reservation



**INTERCONTINENTAL**  
SAN FRANCISCO

05-05-18

<b>Amy Gonzalez</b> <b>3225 N Harbor Dr</b> <b>San-Diego CA 92101-1072</b> <b>United States</b>	Folio No. :	<b>1008320</b>	Room No. :	<b>2009</b>
	A/R Number :		Arrival :	<b>05-01-18</b>
	Group Code :	<b>TAL</b>	Departure :	<b>05-05-18</b>
	Company :		Conf. No. :	<b>60343640</b>
	Membership No. :	<b>PC 106519255</b>	Rate Code :	
	Invoice No. :		Page No. :	<b>1 of 2</b>

Date	Description	Charges	Credits
05-01-18	<u>Mini-Bar - Food</u> Room# 2009 : CHECK# 0056 CAMEL CORN ZZ-LOST INTERFACES #9500=>Gonzalez Amy #2009	7.60	
05-01-18	Package Rate	299.00	
05-01-18	Occupancy Tax	41.86	
05-01-18	California Tourism Assessment	7.31	
05-01-18	Room Supplemental	20.00	
05-01-18	Occupancy Tax	2.80	
05-01-18	Business District Assessment	0.45	
05-01-18	California Tourism Assessment	0.04	
05-02-18	Package Rate	299.00	
05-02-18	Occupancy Tax	41.86	
05-02-18	California Tourism Assessment	7.31	
05-02-18	Room Supplemental	20.00	
05-02-18	Occupancy Tax	2.80	
05-02-18	Business District Assessment	0.45	
05-02-18	California Tourism Assessment	0.04	
05-03-18	<u>In Room Dining Food Dinner</u> Line# 2009 : CHECK# 0045863	33.79	
05-03-18	Package Rate	299.00	
05-03-18	Occupancy Tax	41.86	
05-03-18	California Tourism Assessment	7.31	
05-03-18	Room Supplemental	20.00	
05-03-18	Occupancy Tax	2.80	
05-03-18	Business District Assessment	0.45	
05-03-18	California Tourism Assessment	0.04	
05-04-18	Package Rate	299.00	
05-04-18	Occupancy Tax	41.86	



**INTERCONTINENTAL.**  
SAN FRANCISCO

05-05-18

<b>Amy Gonzalez</b> <b>3225 N Harbor Dr</b> <b>San-Diego CA 92101-1072</b> <b>United States</b>	Folio No. :	<b>1008320</b>	Room No. :	<b>2009</b>
	A/R Number :		Arrival :	<b>05-01-18</b>
	Group Code :	<b>TAL</b>	Departure :	<b>05-05-18</b>
	Company :		Conf. No. :	<b>60343640</b>
	Membership No. :	<b>PC 106519255</b>	Rate Code :	
	Invoice No. :		Page No. :	<b>2 of 2</b>

Date	Description	Charges	Credits
05-04-18	California Tourism Assessment	7.31	
05-04-18	Room Supplemental	20.00	
05-04-18	Occupancy Tax	2.80	
05-04-18	Business District Assessment	0.45	
05-04-18	California Tourism Assessment	0.04	
05-05-18	Visa XXXXXXXXXXXXXXX6236		1,527.23
Thank you for staying with us! Qualifying points for this stay will automatically be credited to your account. Please tell us about your stay by writing a review here - <a href="http://www.ihg.com/reviews">www.ihg.com/reviews</a> . We look forward to welcoming you back soon.		<b>Total</b>	<b>1,527.23</b>
		<b>Balance</b>	<b>0.00</b>

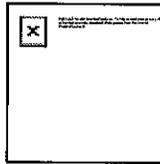
**Guest Signature:** \_\_\_\_\_

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

**Gonzalez Amy**

---

**From:** no-reply@lyftmail.com on behalf of Lyft Ride Receipt <no-reply@lyftmail.com>  
**Sent:** Sunday, May 06, 2018 12:17 PM  
**To:** Gonzalez Amy  
**Subject:** Your ride with Laufoe Jr on May 5



Thanks for riding with Laufoe Jr!

May 5, 2018 at 11:59 AM

**Ride Details**

Lyft fare (13.21mi, 16m 59s)	\$36.14
<hr/>	
 Apple Pay (Visa)	<b>\$36.14</b>



□ Pickup 11:59 AM  
858 Howard St, San Francisco, CA

□ Dropoff



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THE VOICE OF AIRPORTS®

# LEGAL AFFAIRS SPRING CONFERENCE

May 2 - 5, 2018 // San Francisco, CA

## 2018 LEGAL AFFAIRS SPRING CONFERENCE DRAFT AGENDA

### HOST AIRPORT



San Francisco International Airport

### SPONSOR



### Wednesday, May 2

9:00am – 5:00pm **Registration** (*InterContinental Ballroom Foyer*)

9:30am – 12:00pm **Steering Group Meeting** – Steering Group Members Only (*Sutter*)

1:00pm – 5:00pm **General Session** (*Intercontinental Ballroom AB*)

1:00pm – **Welcome and Introductions**

1:15pm *Legal Committee Chair: Ann Morgan; Fennemore Craig, Jones Vargas (Outside General Counsel, Reno Tahoe Airport)*  
*Host Airport: Sheryl Bregman, Airport General Counsel, Office of the San Francisco City Attorney, San Francisco International Airport; Ivar Satero, Airport Director, San Francisco International Airport*

1:15pm – **TSA Update**

2:00pm *Moderator: Ann Morgan, Legal Committee Chair; Fennemore Craig, Jones Vargas (Outside General Counsel, Reno Tahoe Airport)*  
*Speakers: Francine Kerner, TSA Chief Counsel and Susan Prosnitz, Deputy Chief Counsel for Regulations and Security Standards*  
A discussion of security issues of current concern to airport attorneys and TSA.



- 2:00pm – **Basics and Trends in Airport Insurance Law**  
 3:00pm *Moderator: Mark Gardner, Deputy General Counsel, Pease Development Authority*  
*Speakers: Catrina Gilbert, Assistant Vice President, Risk Management, Dallas-Ft. Worth International Airport; Lindsay Canning, Assistant City Attorney, Houston Airport System; William Wright, General Counsel, Edmonton International Airport*  
 An overview of insurance issues for airports, as well trends in risk management/ mitigation and insurance.
- 3:00pm – **PM Networking Break (InterContinental Ballroom Foyer)**  
 3:15pm
- 3:15pm – **Overview of Airport Law – What New Airport Attorneys Need to Know and Experienced Airport Attorneys Need to Remember**  
 4:00pm *Moderator: Ann Morgan, Fennemore Craig, Jones Vargas (Outside General Counsel, Reno Tahoe Airport)*  
*Speakers: Michele Allen-Hart, General Counsel and Deputy Director of Aviation-Legal Affairs, New Orleans Aviation Board; Kem Marks Bryant, Chief Legal Officer and General Counsel; Birmingham Airport Authority; Susana Carbajal, Assistant Director, Austin-Bergstrom International Airport*
- 4:00pm – **Airport Legal and Regulatory Options in Responding to Disruptive Industries**  
 5:00pm *Moderator: Sheryl Bregman, Airport General Counsel, Office of the San Francisco City Attorney, San Francisco International Airport*  
*Speakers: Ian Law, Deputy Airport Director/Chief Information Officer, San Francisco International Airport; Jessica Sampson, Uber (in house counsel @ O'Hair)*  
 Disruptive new industries and technology: How can airports regulate on-airport operations to avoid/mitigate adverse impacts to the airport? How are these new industries adapting to regulatory requirements unique to each airport? How are airports using technology to increase safety, efficiency, and revenue generation?
- 5:30pm – **Networking Reception (InterContinental Ballroom Foyer)**  
 6:30pm Sponsored by our Host Airport – San Francisco International Airport

**Thursday, May 3**

- 7:30am – **Registration (InterContinental Ballroom Foyer)**  
 12:00pm
- 7:30am – **Networking Breakfast (Intercontinental Ballroom C)**  
 8:25am
- 8:30am – **General Session (Intercontinental Ballroom AB)**  
 12:00pm
- 8:30am – **Ethics Issues Facing Airport Lawyers (Interactive Session)**  
 10:30am *Presenters: Peter Pierotti, Assistant City Attorney, Aviation, Albuquerque International Sunport; Tim Karaskiewicz, General Mitchell International Airport, Office of the Milwaukee County Corporation Counsel; Dave Mackey, Anderson & Kreiger; Sheryl Bregman, Airport General Counsel, Office of the San Francisco City Attorney, San Francisco International Airport.*



10:30am – **AM Networking Break** (*InterContinental Ballroom Foyer*)  
10:45am

10:45am– **Litigation Update (Closed session. No one representing interests adverse to airports on topics being discussed may attend during that discussion)**  
12:00pm  
*Moderator: Joseph F. Messina, Deputy Director of Aviation for Regulatory Affairs  
Philadelphia International Airport*  
Discussion of current and recent litigation of significance to airports

### Friday, May 4

8:00am – **Registration** (*InterContinental Ballroom Foyer*)  
4:00pm

8:00am – **Networking Breakfast** (*Intercontinental Ballroom C*)  
9:00am

9:00am – **General Session** (*Intercontinental Ballroom AB*)  
5:00pm

9:00am – **Consortiums at airports: beyond fuel systems**  
10:00am  
*Moderator: TJ Roskelley, Anderson & Kreiger*  
*Speakers: Peter Kirsch, Kaplan Kirsch & Rockwell; Melissa Allison, Anderson & Kreiger; Steve Michoulas, McMillan (Outside Counsel to Vancouver Airport Authority)*  
A discussion of tenants' proposals to use consortiums for facilities/systems related to taxis, TNCs, and cargo.

10:00am – **Implications for Airport Bonds of New Tax Law**  
10:30am  
*Moderator: Amy Gonzalez, General Counsel, San Diego County Regional Airport Authority*  
*Speaker: David Bannard, Kaplan Kirsch & Rockwell*  
Private Activity Bonds were preserved; AMT was eliminated for corporations, but not individuals; and tax brackets were revised. What challenges does the new law pose for airports seeking to issue bonds or other debt?

10:30am – **AM Networking Break** (*InterContinental Ballroom Foyer*)  
10:45am

10:45am – **General Counsel Issues/Running an Airport Legal Office**  
12:00pm  
*Moderator: Ray Ilgunas, General Counsel, Los Angeles World Airports-Legal Department*  
*Speakers: Debra Braga, Chief Legal Officer, Jacksonville Aviation Authority; Cameron Boyd, General Counsel, Metropolitan Airports Commission, Minneapolis-St. Paul International Airport; Christy Kinard, General Counsel, Memphis International Airport; Tim Abbott, Assistant County Attorney, Miami-Dade County Attorney's Office, Miami-Dade Aviation Department; Jeff Letwin, Saul Ewing LLP (Outside General Counsel, Allegheny County Airport Authority – Pittsburgh International Airport)*

12:00pm – **Networking Lunch** (*Intercontinental Ballroom C*)  
1:00pm



1:00pm–  
 2:00pm

**Practical and Legal Aspects of Displaying Art in Airport Terminal Buildings**

*Moderator: Leila Lahbabi, Senior Assistant City Attorney/Airport Attorney, Charlotte Douglas International Airport*

*Speakers: Brooke Abola, Office of the San Francisco City Attorney, San Francisco International Airport; Peter P. Kletas, Legal Counsel, Legal Services, Vancouver Airport Authority; Diane Pezanoski, Deputy Corporation Counsel, City of Chicago Department of Law; Cynji Lee, Assistant County Attorney, Miami-Dade County Attorney's Office, Miami-Dade Aviation Department.*

What airport lawyers need to know about: Innovations & Best Practices in Airport Art; Visual Artists' Rights Act; Funding, Maintaining, and Relocating Airport Art; Successfully Implementing Public Art Ordinances; Building Community through Airport Art; and Art and the First Amendment

2:00pm -  
 2:45pm

**FAA Compliance Issues**

*Moderator: Ann Morgan, Fennemore Craig, Jones Vargas (Outside General Counsel, Reno Tahoe Airport)*

*Speakers: Kevin Willis, FAA Director of Airport Compliance and Management Analysis; Pablo Nuesch, Spiegel & McDiarmid*

Issues include: what are airports' legal obligations to monitor/regulate/police FBO fuel pricing/ramp access terms? Are there accommodations to be made that satisfy FAA, Airports, AOPA, and FBOs? Below-market rent for community activities under the "goodwill" exemption FAA policy on hangars; airport flexibility in rate-setting to accommodate a variety of airlines.

2:45pm -  
 3:00pm

**PM Networking Break (InterContinental Ballroom Foyer)**

3:00pm -  
 4:00pm

**Current Developments in Privacy and Cyber Security**

*Moderator: Debra Braga, Chief Legal Officer, Jacksonville Airport Authority (JAA)*

*Speakers: Marti Mueller, Chief Information Officer Reno Tahoe Airport Authority; Steven Millendorf, Foley & Lardner*

Ransomware—how to avoid it, and what to do if you are attacked. Cybersecurity planning—who and what to include in a plan, how to implement, and "best practices" (Keeping your board up to date; Risk mitigation strategy). Response to hacks; What is the lawyer's role? Interface with law enforcement -- when, how and who? Is your refrigerator spying on you? Autonomous vehicles and other issues regarding Cybersecurity and the Internet of Things. Block Chain—we've all heard about it, but what is it and how will it affect airports?; Bitcoin and cryptocurrency—what do we need to know?

4:00pm -  
 5:00pm

**Airport Law Roundtable (CLOSED SESSION. No one representing interests adverse to airports on topics being discussed may attend during that discussion)**

*Moderator: Dan Reimer*

Update on Northwest Arkansas mediation with A4A, Delta & American concerning rate-setting and per turn fees; efforts of airports to monetize provision of data services—whether to charge rent or treat as a concession; standards for not issuing security badges based on factors beyond TSA's list of disqualifying crimes; Oracle audit issues; Environmental reviews for major projects; Citizen noise groups/roundtable; Issues related to vinyl windows used in sound insulation programs; How can airports address problems caused by passengers bringing non-service animals through the terminals?; airport Concerns in dealing with drunk/unruly passengers/terminal patrons.

*homeliness*



**Saturday, May 5**

7:30am – **Registration** (*InterContinental Ballroom Foyer*)  
 10:00am

7:30am – **Networking Breakfast** (*Intercontinental Ballroom C*)  
 8:30am

8:30am – **General Session** (*Intercontinental Ballroom AB*)  
 12:45pm

8:30am – **DBE and Title VI Issues That Every Airport Attorney Should Be Aware of**  
 9:30am  
*Moderator: Diane Pezanoski, Deputy Corporation Counsel, City of Chicago Department of Law Chicago*  
*Speakers: Yovannie Rodriguez, Marchena and Graham; Katharine Whisler, Senior Counsel, City of Chicago Department of Law*  
 In a new environment of greater awareness and ramifications relating to harassment, what policies are prudent/necessary for airports to adopt? Continuing questions about DOT Civil Rights provisions in airport contracts. Basic background and discussion of how airports are dealing with new FAA initiatives. ACDBE requirements for non-terminal “concessions” (hotels, restaurants, gas stations, etc.). Long term lease/concession agreements subject to FAA review, and conditions imposed by FAA’s Office of Civil Rights.

9:30am–  
 10:30am **P3s What is next in implementing/managing public private partnerships?**  
*Moderator: Dan Reimer, Assistant General Counsel, Denver International Airport*  
*Speakers: Steve Kaplan, Kaplan Kirsch & Rockwell; Zane Gresham, Morrison & Foerster; Yukiko Kojima, Nossaman*  
 Airports are increasing their exposure to, and experience, with P3s and learning how to procure a developer; structure and negotiate P3 agreements; and administer P3 projects through the design, construction and O&M phases. At the same time, the larger P3 landscape is continuing to evolve and offers insights for the airport industry to draw upon when assessing the suitability of specific airport projects for the P3 project delivery model, and for managing and implementing new P3 projects. Panelists in this session will summarize real-world P3 projects – including controversial, failed and disputed projects –to aid airports in their consideration of potential P3 opportunities.

10:30am–  
 10:45am **AM Networking Break** (*InterContinental Ballroom Foyer*)

10:45am–  
 11:45am **Drone Use at Airports and Defending Airports from Unknown Drones**  
*Moderator: Elaine Rodriguez*  
*Speakers: Elizabeth Wharton, Senior Assistant City Attorney, Aviation Group, City of Atlanta Law Department; Jaz Banga, CEO, Airspace*  
 Use of drones is proliferating at a very rapid pace. Airports may want to employ the new technology to enhance their ability to perform necessary airport functions (e.g. perimeter security inspections, runway inspections). At the same time, airports must protect themselves from unwanted intrusions by drones controlled by unskilled or malevolent operators. What options are available for airports, both technologically and legally?

11:45am–  
 12:30pm **Trends in Airport Law**  
*Moderator: Tom Devine, ACI-NA General Counsel*  
*Speaker: Scott Lewis, Anderson & Kreiger*  
 A conversation with Scott Lewis in which he reflects on the issues he's seen emerge, fade, and re-emerge in the course of his 30+ year airport legal career, and his perspective on what issues airport lawyers should focus on to effectively represent airports today and into the future.

**LEE PARRAVANO**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**TRAVEL EXPENSE REPORT**

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

TRAVELER: Lee Parravano DEPT. NAME & NO. Chief Auditor Dept./16  
 DEPARTURE DATE: 6/10/2018 RETURN DATE: 6/13/2018 REPORT DUE: 7/13/18  
 DESTINATION: Atlanta, Georgia, to attend the 29th Annual Association of Airport of Internal Auditors Conference

*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
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	580.18								0.00
Conference Fees (provide copy of flyer/registration expenses)	700.00								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.)*		39.21			3.50				42.71
Hotel*		237.63	237.63	237.63					712.89
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*				7.71				7.71
	Dinner*		23.00						23.00
	Other Meals*								0.00
<b>Alcohol is a non-reimbursable expense</b>									
Hospitality <sup>1*</sup>									0.00
Miscellaneous: Baggage Fees									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>1,280.18</b>	<b>276.84</b>	<b>260.63</b>	<b>237.63</b>	<b>11.21</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>786.31</b>

Explanation:	Total Expenses Prepaid by Authority	1,280.18
	Total Expenses Incurred by Employee (including cash advances)	786.31
	<b>Grand Trip Total</b>	<b>2,066.49</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	1,280.18
	<b>Due Traveler (positive amount)<sup>2</sup></b>	
	<b>Due Authority (negative amount)<sup>3</sup></b>	<b>786.31</b>
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

<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.

[Travel and Lodging Expense Reimbursement Policy 3.40](#)     
 [Business Expense Reimbursement Policy 3.30](#)

Prepared By: Lee Parravano Ext.: 2435  
 Traveler Signature: [Signature] Print/Type Name Date: 6/13/18  
 Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

**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: Lee Michael Parravano Dept: OCA

Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 4/18/18 PLANNED DATE OF DEPARTURE/RETURN: 6/10/18 / 6/13/18

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

Destination: Atlanta, Georgia Purpose: To attend the Association of Airport Internal Auditors (AAIA) Annual conference

Explanation: The Chief Auditor maintains various professional licenses which require professional education (40 credits per year). This conference is eligible for up to 21.5 credits. This conference is specific to airport auditing.

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	<u>600.00</u>
• *RENTAL CAR (Must complete page 2)	\$	
• OTHER TRANSPORTATION (Taxi, Train)	\$	<u>50.00</u>

**B. LODGING**

\$ 715.00

**C. MEALS**

\$ 276.00

**D. SEMINAR AND CONFERENCE FEES**

\$ 800.00

**E. ENTERTAINMENT (If applicable)**

\$

**F. OTHER INCIDENTAL EXPENSES**

\$

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 2,441.00

\*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

**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: 4/18/18

**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**

Martha Morales, Asst 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 April 23, 2018 meeting.

(Leave blank and we will insert the meeting date.)



# AAIA

ASSOCIATION OF AIRPORT  
INTERNAL AUDITORS

**JUNE**

10 – 13, 2018  
Atlanta, GA

**29<sup>th</sup> Annual CONFERENCE OVERVIEW**

GENERAL INFORMATION + AGENDA

# TABLE OF CONTENTS

<b>A. GENERAL INFORMATION</b>	<b>p. 3</b>
I. Pre-Conference Board Meeting	
II. Why Attend?	
III. Explore Atlanta	
<b>B. REGISTRATION INFO</b>	<b>p. 4 – 5</b>
I. CPE Credit	p. 4
II. Registration Fees	p. 4
III. Conference Hotel	p. 5
IV. Transportation and Parking Information	p. 5
<b>C. NEED TO KNOW</b>	<b>p. 6</b>
I. Attire	
II. Weather	
<b>D. CONFERENCE EVENTS &amp; ACTIVITIES</b>	<b>p. 7 – 10</b>
I. Networking	p. 7
II. Conference Agenda	p. 8 – 10
III. CPE Credit Letter	p. 11
<b>E. CONTACT INFO</b>	<b>p. 12</b>



# GENERAL INFORMATION

## PRE-CONFERENCE BOARD MEETING

Board members, and anyone interested, will meet to conduct the pre-conference board meeting. The session will be held June 10, 2018 at a private conference room in the Westin Hotel.

## WHY ATTEND?

### LEARN FROM THE EXPERTS

Sessions are led by industry experts and peers with expertise in the presentation subjects – people that you don't just run into every day. Their goal is to share their experiences and focus on the topics that are pertinent to you. Gain insights and inspiration to help you do your job better.

### CUSTOMIZED EDUCATION

There are concurrent sessions categorized by track, allowing you to choose the ones that are most important for you.

### BRING NEW ENERGY TO YOUR WORK

Gain exposure to new ways of thinking by exchanging ideas and building relationships with people who have faced similar challenges on the job. Find out how issues were resolved and become inspired to try new approaches during our Group Share sessions.

### PROFESSIONAL DEVELOPMENT

Accreditation and training is a way to separate you from the crowd. This conference qualifies for up to 18 hours of continuing professional education (CPE), with an optional 3 additional hours available during the extended session. Break times and meals are excellent opportunities to network with your fellow auditors in a casual atmosphere.

### HAVE SOME FUN, TOO

This conference is not just for feeding your brain. Special events give you the chance to network, relax, and enjoy your surroundings in a great location.



## Explore Atlanta

Atlanta is home of an array of historic and family attractions. Consider bringing your family along to enjoy visits to the Georgia Aquarium, World of Coca Cola, CNN Center, National Center for Civil and Human Rights, Martin Luther King Jr Historic Site, Atlanta Botanical Gardens, College Football Hall of Fame, shopping and golfing.

Visit [ATLANTA.NET](http://ATLANTA.NET) to learn more on attractions.

# REGISTRATION INFO

## CPE

The AAIA has put together an educational and stimulating agenda which qualifies for 18 hours of continuing professional education (CPE). An additional 3 hours of CPE are available in the extended session.

## REGISTRATION FEES

Registration	Costs
Early Registration AAIA Members	\$700
Early Registration AAIA Non-Members	\$825
Standard Registration AAIA Members	\$800
Standard Registration AAIA Non-Members	\$925
EXTENDED SESSION - Optimizing Your User Access Review & Cybersecurity and Audit Risk	\$100
Conference Guests under 21 / over 21	\$100 / \$150

In order to qualify for the early registration fee, all conference registration forms must be completed by Tuesday, May 1, 2018; payment must be received by May 15, 2018. Registration forms entered after May 1, 2018, will be processed at the specified regular fee.

Registration fees must accompany all conference registration forms. Please note you are considered fully registered to the conference **only** when payment (check or credit card) has been received **and** you have completed registration forms online.

The AAIA will utilize an online registration service this year, the link is available at [www.airport-auditors.com](http://www.airport-auditors.com). You will be able to complete your registration on line, and make credit card payment at the same time. If you wish to pay by check, please complete the registration forms online and mail your check to **Laura Tatem**.

Checks should be made payable to the Association of Airport Internal Auditors, in US dollars, and it should be clearly noted whose registration(s) the check is paying for.



## Association of Airport Internal Auditors

### CONFERENCE PAYMENT

#### Online:

[www.airport-auditors.com](http://www.airport-auditors.com).

#### Mail payment to:

Laura Tatem | AAIA Treasurer  
6803 Pleasant Oaks Place  
Riverview, FL 33578

#### Email:

[treasurer@airport-auditors.com](mailto:treasurer@airport-auditors.com)

# CONFERENCE HOTEL

## THE WESTIN BUCKHEAD HOTEL

The Westin Buckhead Atlanta is a modern, newly refreshed retreat in an upscale community. Guests can indulge in world-class shopping at the adjacent Lenox Mall, the Shops Around Lenox, and Phipps Plaza, or access myriad dining options within minutes.

A block of rooms for single or double occupancy has been reserved at the Westin Buckhead Hotel at the conference rate of \$199 + tax (16.9%) + Georgia State Hotel Fee (\$5.00) per night. **Group is available from June 8 – 15, 2018**

To make your room reservation with a credit card by telephone, call 1.404.365.0065 and ask for the Association of Airport Internal Auditors: Annual Conference rate. You may also book your room online using this link: <https://www.starwoodmeeting.com/events/start.action?id=1706033501&key=D7A81A6>

Deadline: The cutoff date for guaranteed hotel rates is Friday, May 16, 2018. At that time, the remaining rooms in our block will be released and there will be no guarantee of being able to reserve a room at the conference rate. **Check-in time is 3:00 p.m. and check-out time is 12:00 p.m.**

## HOTEL PARKING

Our hotel offers on-site Valet Parking and Self-parking for a fee. Parking is not included in the hotel room rate.

## HOTEL SHUTTLES

The Westin Buckhead does not have an airport shuttle. Transportation from the airport to the hotel must be arranged independently.

Average est. room total per night**		
Room rate:	USD	199.00
Room rate excludes the following:		
CITY:	USD	17.71
STATE:	USD	15.92
STATE HOTEL FEE:	USD	5.00
Estimated total*:	USD	237.63



## TRANSPORTATION

Arriving from Hartsfield-Jackson

**Airport Cab Services** located in the Ground Transportation area.

**Metropolitan Atlanta Rapid Transit Authority (MARTA)** Atlanta's public transportation train, located inside airport, look for signs. [www.itsmarta.com](http://www.itsmarta.com)

**Transportation Network Companies (TNCs)** Uber and Lyft offer pick up and drop off transportation service at Hartsfield-Jackson.

**Shared-Ride Shuttles** are available in the Ground Transportation area. Visit [atl.com](http://atl.com) to learn more.

Visit Hartsfield-Jackson website [atl.com](http://atl.com) for more transportation details.

# NETWORKING

## WELCOME RECEPTION

SUNDAY, JUNE 10 | 6:00 p.m. to 9:00 p.m.

**DEL FRISCO'S GRILLE**  
3376 Peachtree Road NE,  
Atlanta, GA 30326  
<https://delfriscosgrille.com/atlanta/>

The restaurant is located directly across the street from the hotel.

We will host a wine/beer/cocktail reception and elegant hors d'oeuvres.\*

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## NETWORKING DINNER

TUESDAY, JUNE 12 | 6:00 p.m. to 9:00 p.m.

**101 STEAK**  
3621 Vinings Slope SE #4110  
Atlanta, GA 30339  
<http://www.101steakatl.com/>

We will provide transportation to the restaurant. Meet the busses in the hotel lobby at 5:15 pm.

This event will feature hosted wine, beer, cocktails, elegant plated dinner, and live music from Gritz and Jelly Butter! \*

\*Please Note: Vegetarian options are available at both restaurant locations. There is a cost of \$150.00 for guests to participate.



**ASSOCIATION OF AIRPORT INTERNAL AUDITORS**

29<sup>TH</sup> ANNUAL CONFERENCE  
ATLANTA, GA ~ JUNE 10-13, 2018

**CONFERENCE AGENDA**

Sunday, June 10, 2018	
6:00 pm to 9:00 pm	Welcome Reception – Del Frisco’s Grille, across the street from Hotel.
Monday, June 11, 2018	
07:00 am to 08:00 am	Registration and Continental Breakfast ~ <i>Conference Registrants Only</i>
08:00 am to 08:30 am	<b>Opening Remarks and Attendee Introductions</b> <ul style="list-style-type: none"> <li>Wayne E. Robinson, AAIA President, Internal Auditor, Manchester-Boston Regional Airport</li> <li>Angela Johnson, Interim Aviation Internal Audit Manager, Sr., Hartsfield-Jackson Atlanta International Airport</li> <li>Attendee Introductions</li> <li>Housekeeping Items</li> </ul>
08:30 am to 08:45 am	<b>Welcome to Atlanta</b> Michael Smith, Senior Deputy General Manager, Hartsfield-Jackson Atlanta International Airport
08:45 am to 10:00 am	<b>Mach 1 Mission: Never Fly Solo</b> Highly engaging, inspirational and customized program of the Wingman peak performance philosophy of leading with courage, building trusting partnerships, preparing relentlessly and working as a cohesive team to win your organization’s mission. <ul style="list-style-type: none"> <li>Lt. Col. Scott “Hurler” Weaver, Wingman Enterprises, Inc.</li> </ul>
10:00 am to 10:15 am	Networking Break
10:15 am to 11:30 am	<b>Auditing What Matters</b> Internal auditors believe we do valuable work and we strive to be trusted advisors to the leaders of our organizations. But does the work we do really <i>matter</i> to top management and the board? How often are internal audit results discussed in the executive committee or at full board meetings? Norman Marks will share his thoughts on how internal auditors can and perhaps should adjust their audit plan and the assurance, advice, and insight they provide - becoming not only trusted advisors but highly valued contributors to their organizations’ success. <ul style="list-style-type: none"> <li>Norman Marks, CPA, CRMA, Author, Evangelist and Mentor for Better Run Business, OCEG Fellow, Honorary Fellow of the Institute of Risk Management</li> </ul>
11:30 am to 01:30 pm	Lunch, Annual Business Meeting, Short Presentation by Patrick North

**ASSOCIATION OF AIRPORT INTERNAL AUDITORS**

29<sup>TH</sup> ANNUAL CONFERENCE  
ATLANTA, GA ~ JUNE 10-13, 2018

01:30 pm to 02:45 pm	<b>Consultant and Construction Auditing for your Airport</b> This class discusses the Who, Why, When and How to audit Consultants and Construction Projects at your airport. We will discuss how to develop an indirect cost rate or overhead rate for a consultant. In addition, we will discuss Construction Auditing and the six major areas of cost (audit areas) on a construction contract. <ul style="list-style-type: none"> <li>William Parker, CCA</li> </ul>
02:45 pm to 03:00 pm	Networking Break
03:00 pm to 04:15 pm	<b>TNC Audits 2.0 – Lessons Learned from a Year of Auditing Uber and Lyft</b> The advent of Transportation Network Companies (TNC) has created the potential for a unique revenue stream at airports. However, the logistics around TNC operations also present a unique set of challenges that airports must navigate in order to maximize their revenue potential. MSP Airport has permitted TNC operations since April 2016, with the implementation of a TNC ordinance at the beginning of 2017. The presentation will highlight the impact TNC operations have had on the airport from a revenue perspective, the control structure utilized to monitor TNC activity, an overview of the audit activities used to verify both data and revenue integrity, and the challenges inherent in auditing TNC’s. To conclude, the presenter will facilitate a discussion related to the experiences of attendees related to TNC audits. <ul style="list-style-type: none"> <li>Michael Gee, Senior Internal Auditor, Metropolitan Airports Commission (Minneapolis-St. Paul)</li> </ul>
01:30 pm to 02:45 pm	<b>Auditing</b> CPEs = 1.5
Tuesday, June 12, 2018	
07:00 am to 08:00 am	Continental Breakfast ~ <i>Conference Registrants Only</i>
08:00 am to 09:15 am	<b>Auditing the Various Types of In-Airport Concessions</b> Today’s Internal Auditing of Concessions is taking various processes and methods away from the norm of individual concession audits. Since audit observations appear to be the same across the concessions at an airport, Internal Audit Departments now combine audits of all concessions in one single audit, while large revenue related concessions, such as parking, are done as ‘stand-alone’ audits. During this session, participants will see samples of these audits, with an emphasis on advertising and across the board of concessions audits, including suggested areas of concentration and some observations. <ul style="list-style-type: none"> <li>Claire Aboko-Venn, Director, Process Optimization and Improvement   Detroit International Airport</li> </ul>
08:00 am to 09:15 am	<b>Auditing</b> CPEs = 1.5
09:15 am to 09:30 am	Networking Break

ASSOCIATION OF AIRPORT INTERNAL AUDITORS

29<sup>TH</sup> ANNUAL CONFERENCE  
ATLANTA, GA ~ JUNE 10-13, 2018

09:30 am to 10:20 am	<p><b>Data Analytics – “What is Different Today”</b></p> <p>This presentation will be about the evolution of data analytics, discussion on different maturity levels, what has changed over the year and the new skill sets required for executing today’s data analytics.</p> <ul style="list-style-type: none"> <li>• Troy A Snyder, CICA   Partner (Risk Accounting Advisory Services)   Plante Moran, PLLC</li> </ul>
10:20 am to 10:30 am	<b>Networking Break</b>
10:30 am to 11:45 am	<p><b>Cyber Security Survival Training</b></p> <p>This session will be an introduction and racing dive into the complex but fascinating world of cyber security, or “cyber” for short. Topics will include a brief history of cyber, important concepts, and basic vocabulary. From there, we will be discussing some of the recent trends in cyber, including crypto-currencies and blockchain technology, and how you might encounter them in your field. We’ll end with a healthy discussion period.</p> <ul style="list-style-type: none"> <li>• Marty Mueller, Director of Technology and Information Systems, Reno-Tahoe Airport Authority</li> </ul>
11:45 am to 12:45 pm	<b>Lunch</b>
12:45 pm to 02:00 pm	<p><i>CHOOSE FROM THE FOLLOWING TRACKS:</i></p> <p><b>TRACK A ~ Auditing Capital Projects: “The Basics of Construction Audits: Why, How &amp; When”</b></p> <p>Capital program activities have significantly increased in recent years, generating the need to protect limited funding resources, provide transparency, establish objectivity, and reduce risks. Project stakeholders seek successfully executed projects that are on schedule and within budget meeting investment objectives. The Auditing Capital Projects: “The Basics of Construction Audits: Why, How &amp; When” session will focus on developing and incorporating a construction audit strategy within an institution’s internal audit plan. The interactive conversation will cover the basic questions of why a construction audit might be needed, how to perform a construction audit and when they should occur. Specific focus will include areas typically addressed during construction audits including: Change Management, Cost Management, Construction Management &amp; Quality, Claims / Disputes, Project Administration, and Risk Identification. Participants will be introduced to methods of approaching and facilitating the audit with a goal to improving financial controls and mitigating risks on capital projects.</p> <p><b>Learning Objectives:</b></p> <ol style="list-style-type: none"> <li>1. Assessing the impact of internal audit to improving capital programs</li> <li>2. Reviewing risks associated with capital projects – Red Flags</li> <li>3. When to conduct an audit with internal or external staff</li> <li>4. Understanding cost recovery vs. cost prevention</li> <li>5. Reviewing basic construction audit activities</li> <li>6. Know key components of a comprehensive construction audit program</li> </ol> <ul style="list-style-type: none"> <li>• Robert S. Bright, President and Founder, Talson Solutions, LLC</li> <li>• Kenneth J. Brzozowski, Director, Talson Solutions, LLC</li> </ul>

<p><b>Management Services</b></p> <p>CPEs = 1.5</p>	<p><b>TRACK B ~ Strategic Risk Management</b></p> <p>Have you wondered why you can’t get the attention of senior management and the board? Are you concerned that most of the risks surfaced are those that are hazard, safety, or operational risks? Learn how you can add value to your organization by integrating strategy and risk. In this session you will learn:</p> <ul style="list-style-type: none"> <li>• the basic definition of enterprise risk management</li> <li>• the transformation occurring in ERM</li> <li>• the impact of ignoring strategic risks</li> <li>• how to define strategic risk</li> <li>• explore example strategic risks</li> <li>• how you can take this approach into your airport and add strategic value</li> </ul> <ul style="list-style-type: none"> <li>• Vicki Yamasaki, Principal of Yamasaki ERM Solutions, LLC</li> </ul>
02:00 pm to 02:15 pm	<b>Networking Break</b>
02:15 pm to 3:30 pm	<p><i>CHOOSE FROM THE FOLLOWING TRACKS:</i></p> <p><b>TRACK A ~ Auditing Capital Projects: “Technical Aspects of the Audit and Case Study Analysis”</b></p> <p>This session is geared towards those who want to further understand construction audit concepts, participate in interactive discussions and take part in case study analysis. The presentation will dive deeper into cost of work definitions, allowable and unallowable costs, technical aspects of reviewing hourly wage rate components, assessing details of labor burdens, analyzing the composition of change orders, and assessing other critical best practices and industry standards as they relate to capital programs. Attendees will be requested to assist in reviewing and discussing case studies related to aspects of assessing risks that are common to large infrastructure capital projects.</p> <p><b>Learning Objectives:</b></p> <ol style="list-style-type: none"> <li>1. Collaborating with other departments to meet audit objectives</li> <li>2. Identifying unallowable profit centers for design teams and general contractors</li> <li>3. Understanding how to create the value proposition for internal audit involvement</li> <li>4. Leveraging technical resources to aid in performing the audit</li> <li>5. Introduction of advanced construction audit techniques</li> </ol> <ul style="list-style-type: none"> <li>• Robert S. Bright, President and Founder, Talson Solutions, LLC</li> <li>• Kenneth J. Brzozowski, Director, Talson Solutions, LLC</li> </ul> <p><b>TRACK B ~ Scoring Strategic/Top Risks</b></p> <p>In this session, we will engage the participants in surfacing aviation/airport strategic/top risks. We will together learn how to identify a top ten list of strategic risks and then engage senior leaders in scoring these risks, considering probability, impact, and velocity. How will you learn this? We will do this LIVE in our session together! Come watch it happen before your eyes!!</p> <ul style="list-style-type: none"> <li>• Vicki Yamasaki, Principal of Yamasaki ERM Solutions, LLC</li> </ul>
03:30 pm to 03:40 pm	<b>Networking Break</b>
<p><b>Auditing</b></p> <p>CPEs = 1.5</p>	
<p><b>Management Services</b></p> <p>CPEs = 1.5</p>	

**ASSOCIATION OF AIRPORT INTERNAL AUDITORS**

29<sup>TH</sup> ANNUAL CONFERENCE  
ATLANTA, GA ~ JUNE 10-13, 2018

03:40 pm to 04:30 pm <b>Auditing</b> CPEs = 1	<p><b>Auditing Air Service Incentive Programs</b></p> <p>This presentation will provide an overview of what an air service incentive program is, its goals and structure, and how it can benefit the airport.</p> <p>We will discuss the approach to audit and identification of risk. Lastly, we will walk you through the results of our audits from Orlando International Airport and Tampa International Airport, and provide opportunities to improve internal controls over administration of the program.</p> <ul style="list-style-type: none"> <li>• <b>Tianna Dumond</b>, Director, Internal Audit   Orlando International Airport</li> <li>• <b>Ma Janette Mendones</b>, Auditor   Orlando International Airport</li> <li>• <b>Laura Tatem</b>, Director of Internal Audit   Tampa International Airport</li> </ul>
5:15 pm to 9:30 pm	<b>Networking Event</b> – Atlanta’s 101 Steak, 3621 Vinings Slope SE

**Wednesday, June 13, 2018**

07:00 am to 08:00 am	<b>Continental Breakfast ~ Conference Registrants Only</b>
08:00 am to 09:15 am <b>Specialized Knowledge</b> CPEs = 1.5	<p><b>Group Sharing</b></p> <p>Do you have an audit issue about which you would like advice, clarification of how others perform a procedure, confirmation of your audit approach, or an experience that you would like to share with the group? This is your opportunity to ask, share, and learn from each other.</p> <p><i>Facilitated by:</i></p> <ul style="list-style-type: none"> <li>• <b>Laura Tatem</b>, Director of Internal Audit, Tampa International Airport</li> <li>• <b>Debbie Mommaerts</b>, Audit Manager, Columbus Regional Airport Authority</li> <li>• <b>Patrick J. Dalton</b>, Director of Internal Audit &amp; Corporate Compliance, Niagara Frontier Transportation Authority</li> </ul>
09:15 am to 09:30 am	<b>Networking Break</b>
09:30 am to 10:45 am <b>Management Services</b> CPEs = 1.5	<p><b>Third-Party Contract Risks</b></p> <p>Most organizations rely on third-party service providers. Learn how you and your teams can help minimize your financial and reputational risks by properly managing your third parties.</p> <ul style="list-style-type: none"> <li>• <b>Adam Rouse</b>, CFE, CCA, CCP, BKD CPAs &amp; Advisors</li> </ul>
10:45 am to 11:00 am	<b>Networking Break</b>
11:00 am to 12:15 pm <b>Auditing</b> CPEs = 1.5	<p><b>TNC Audits 2.0 – Q &amp; A – Lessons Learned from a Year of Auditing Uber and Lyft</b></p> <p>This will be a continuation of the presentation from Monday afternoon and a time for more in-depth questions and discussion on what other airports are doing.</p> <ul style="list-style-type: none"> <li>• <b>Michael Gee</b>, Senior Internal Auditor, Metropolitan Airports Commission (Minneapolis-St. Paul)</li> </ul>

**REGULAR SESSION ENDS**

**ASSOCIATION OF AIRPORT INTERNAL AUDITORS**

29<sup>TH</sup> ANNUAL CONFERENCE  
ATLANTA, GA ~ JUNE 10-13, 2018

<b>EXTENDED SESSION</b>	
12:15 pm to 01:00 pm	<b>Lunch – For EXTENDED SESSION Participants ONLY</b>
01:00 pm to 02:15 pm <b>Information Technology</b> CPEs = 1.5	<p><b>Optimizing Your User Access Review Process</b></p> <p>Reviewing user access to systems across the enterprise is frequently manual and disjointed, without any well-established control policies in place or reporting mechanisms. This session will explore what types of access should be periodically reviewed and how to best manage that process from an overall governance and compliance perspective.</p> <p><b>Learning Objectives:</b></p> <ul style="list-style-type: none"> <li>➢ Define purpose &amp; value of establishing Access Review Campaigns within your organization and what types of campaigns should be conducted (&amp; at what frequency)</li> <li>➢ Describe common challenges and pain points around access review process(es)</li> <li>➢ Recommend Process-Oriented Changes to Optimize those Process(es) &amp; how to Execute</li> <li>➢ Recommend Technology-Oriented Changes to Optimize those Process(es) &amp; how to Execute</li> <li>➢ Tie Access Review process back to overall Governance &amp; Compliance framework and how it contributes to a better Integrated Risk Management posture across an organization</li> </ul> <ul style="list-style-type: none"> <li>• <b>Stephanie Hagopian</b>, Focal Point Data Risk, LLC</li> </ul>
02:15 pm to 02:30 pm	<b>Break/Networking</b>
02:30 pm to 03:45 pm <b>Information Technology</b> CPEs = 1.5	<p><b>Cybersecurity and Audit Risk</b></p> <p>Recent cyber risks and threats have grown in scope and sophistication, prompting individuals charged with governance to be properly educated and equipped to manage existing and emerging threats. This session addresses cybersecurity issues and how they relate to internal auditing, provide insight to leading industry practices and Internal Audit’s role in identifying and mitigating key risks associated with cybersecurity.</p> <ul style="list-style-type: none"> <li>• <b>Sabrina Serafin</b>, CISA, Partner and National Practice Leader PRG, Frazier &amp; Deeter, LLC</li> </ul>

# ASSOCIATION OF AIRPORT INTERNAL AUDITORS

29<sup>TH</sup> ANNUAL CONFERENCE  
ATLANTA, GA ~ JUNE 10-13, 2018

**Learning Objectives:** Participants will gain an understanding of various airport business practices and learn techniques to monitor or audit various airport tenant activities. The conference sessions will provide ideas of where to focus limited time and resources, tips to improve practices, and will discuss actual approaches to audit airport operations, tenants, and contractors.

**Program Description:** Speakers from the profession, consulting firms, public accounting, and government will present ideas, concepts, and other industry-specific audit content. Topics include audits of concessions, parking, rental cars, construction, risk, fraud, communication skills and tips for using information technology to enhance audit capabilities. See the conference agenda above for more information.

**Program Level:** Basic, intermediate, overview. Sessions are designed for auditors and financial staff charged with overseeing the contractual requirements of airport tenants.

**Prerequisites:** Material is designed for participants who have experience auditing airport operations and tenants, as well as for participants new to the airport environment.

**Advanced Preparation:** No advance preparation is required.

**Delivery Method:** Group Live.

**Recommended CPE:** All participants are eligible to receive up to 21.5 CPE credits.

**Registration Instructions** and conference fees are included in the registration package herein and can also be obtained from the Association's website: [www.airport-auditors.com](http://www.airport-auditors.com)

**Refund/Cancellation Policy:** Refunds in full must be requested in writing by May 15, 2018. Refund requests should be sent via email to Laura Tatem at [L.Tatem@TampaAirport.com](mailto:L.Tatem@TampaAirport.com). No refunds will be granted after May 15, 2018; however, the remitting organization can send another participant in place of the original registrant.

**Contact Information and Complaint Resolution Policy:** For more information regarding refunds, complaints, and/or program cancellation policies, please contact Janice Mirarchi at 215.937.6982 or [Janice.Mirarchi@phl.org](mailto:Janice.Mirarchi@phl.org). Written complaints should be addressed to:

**Janice Mirarchi**  
Contracts Audit Supervisor  
Division of Aviation  
Philadelphia International Airport  
Terminal E, 3rd Floor  
Philadelphia, PA 19153



The Association of Airport Internal Auditors is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors through its website: [www.nasbaregistry.org](http://www.nasbaregistry.org)



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# CONTACT INFO

## ATL HOST COMMITTEE

**ANGELA JOHNSON**  
Aviation Audit Manager, Sr. (Interim)  
Hartsfield-Jackson Atlanta International Airport  
email: [Angela.Johnson@atl.com](mailto:Angela.Johnson@atl.com)  
office: (404) 382-2211  
mobile: (404) 277-6523

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## CONFERENCE PAYMENT

**LAURA TATEM**  
AAIA Treasurer  
6803 Pleasant Oaks Place  
Riverview, FL 33578  
email: [treasurer@airport-auditors.com](mailto:treasurer@airport-auditors.com)  
office: (813) 870-8774





Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700

**ADD TO OUTLOOK**

Wednesday, 9MAY 2018 06:25 PM EDT

**Passengers:** LEE MICHAEL PARRAVANO (OCA)

Agency Reference Number: OAWPFP

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

Southwest Airlines Confirmation WGMHHC

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

TRAVELTRUST STRONGLY RECOMMENDS CHECKING IN  
 ONLINE WITH YOUR AIRLINE AT LEAST 24 HOURS PRIOR TO  
 EACH FLIGHT FOR THE MOST CURRENT TIMES AND ALERTS

CURRENT AIRFARE 236.98 IF AVAILABLE AT TIME OF TICKETING

AIR	Sunday, 10JUN 2018	
<b>Southwest Airlines</b>	<b>Flight Number:</b> 2665	Class: R-Coach/Economy
<b>From:</b> San Diego CA, USA	<b>Depart:</b> 02:20 PM	
<b>To:</b> Atlanta GA, USA	<b>Arrive:</b> 09:40 PM	
<b>Stops:</b> Nonstop	<b>Duration:</b> 4 hour(s) 20 minute(s)	<b>Miles:</b> 1888 / 3021 KM
	<b>Status:</b> CONFIRMED	
Equipment: Boeing 737 Jet		
DEPARTS SAN TERMINAL 1 - ARRIVES ATL NORTH TERMINAL		
<b>Southwest Airlines Confirmation number is WGMHHC</b>		

HOTEL	Sunday, 10JUN 2018	
<a href="#">Westin Buckhead Atlanta (WESTIN)</a>	<b>Confirmation Number:</b> 462473745	
3391 Peachtree RD Ne Atlanta GA 30326	<b>Fax:</b> 404-365-8787	
<b>Number of Rooms:</b> 1		
<b>Phone:</b> 404-365-0065		
<b>Rate:</b> USD 199.00		
<b>Check Out:</b> Wednesday, 13JUN 2018		
<b>Room Type:</b> Deluxe, 1 King Bed		

CONTACT TRAVELTRUST FOR ANY CHANGES OR CANCELLATION  
 PLEASE PRESENT PERSONAL CC FOR HOTEL PAYMENT

CXL POLICY-08JUN  
 Traveler is responsible for hotel charges if not cancelled

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.  
SOUTHWEST AIRLINES CONFIRMATION NUMBER - WGMHHC  
FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: LEE MICHAEL PARRAVANO  
Ticket Nbr: WN1444004328 Electronic Tkt: No Amount: 236.98  
Base: 207.24 Tax: 29.74  
Charged to: AX\*\*\*\*\*1013

Passenger Name: LEE MICHAEL PARRAVANO  
Final payment: Amount: 0.00

Total Tickets: 236.98  
Total Amount: 236.98

**Click here 24 hours in advance to obtain boarding passes:**  
[SOUTHWEST](#)

**Click here to review Baggage policies and guidelines:**  
[SOUTHWEST](#)

TSA Guidance- a government issued photo id is needed for checkin.  
Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic.  
For Additional security information visit [www.tsa.gov](http://www.tsa.gov).

Thank you for choosing Traveltrust!  
Our Business Hours are Sunday - Friday 10pm - 5:30pm Pacific  
Saturday from 9am-1pm Pacific.  
For EMERGENCY AFTERHOURS assistance in the US, please call 888-221-6043 and use VIP Code SJE72.  
You can also use the Direct Dial Number 682-233-1914 or the collect number 682-647-0061.  
Each call is billable at a minimum \$25.00 per call/reservation



Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700

**ADD TO OUTLOOK**

Wednesday, 9MAY 2018 06:19 PM EDT

**Passengers: LEE MICHAEL PARRAVANO (OCA)**

Agency Reference Number: YVNSIU

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

Delta Air Lines Confirmation HCQ9IZ

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

TRAVELTRUST STRONGLY RECOMMENDS CHECKING IN  
 ONLINE WITH YOUR AIRLINE AT LEAST 24 HOURS PRIOR TO  
 EACH FLIGHT FOR THE MOST CURRENT TIMES AND ALERTS

CURRENT AIRFARE 313.20 NONREF TKT BY 5PM TODAY

AIR	Wednesday, 13JUN 2018	
<b>Delta Air Lines</b>	<b>Flight Number:</b> 1792	<b>Class:</b> U-Coach/Economy
<b>From:</b> Atlanta GA, USA	<b>Depart:</b> 02:43 PM	
<b>To:</b> San Diego CA, USA	<b>Arrive:</b> 04:08 PM	
<b>Stops:</b> Nonstop	<b>Duration:</b> 4 hour(s) 25 minute(s)	
<b>Seats:</b> 33A	<b>Status:</b> CONFIRMED	<b>Miles:</b> 1888 / 3021 KM
<b>Equipment:</b> Boeing 757 Jet	<b>MEAL:</b> FOOD FOR PURCHASE	
<b>DEPARTS ATL SOUTH TERMINAL - ARRIVES SAN TERMINAL 2</b>		
<b>Delta Air Lines Confirmation number is HCQ9IZ</b>		

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.  
 DELTA AIR LINES CONFIRMATION NUMBER - HCQ9IZ  
 FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: LEE MICHAEL PARRAVANO  
 Date issued: 5/9/2018 Invoice Nbr: 5473824  
 Ticket Nbr: DL7143966635 Electronic Tkt: Yes Amount: 313.20 USD  
 Base: 278.14 US Tax: 20.86 USD XT Tax: 14.20 USD  
 Charged to: AX\*\*\*\*\*1013

Service fee: LEE MICHAEL PARRAVANO  
 Date issued: 5/9/2018  
 Document Nbr: XD0734987877 Amount: 30.00  
 Charged to: AX\*\*\*\*\*1013

Total Tickets: 313.20  
Total Fees: 30.00  
Total Amount: 343.20

**Click here 24 hours in advance to obtain boarding passes:**

[DELTA](#)

**Click here to review Baggage policies and guidelines:**

[DELTA](#)

TSA Guidance- a government issued photo id is needed for checkin.  
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For Additional security information visit [www.tsa.gov](http://www.tsa.gov).

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Saturday from 9am-1pm Pacific.

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You can also use the Direct Dial Number 682-233-1914 or the collect number 682-647-0061.

Each call is billable at a minimum \$25.00 per call/reservation

Westin Buckhead Atlanta  
 3391 Peachtree Road NE  
 Atlanta, GA 30326  
 United States

Tel: 404-365-0065 Fax: 404-365-8787

# WESTIN®

## HOTELS & RESORTS

Lee Michael Parravano  
 GXK6HE1Z/AF06AB-ASSOCIATION OF AIRPO  
 1525 Kougemoni Pl  
 San Diego, CA, 92131  
 AF06AB - ASSOCIATION OF AIRPORT INT Att

Page Number : 1 Invoice Nbr : 327196  
 Guest Number : 1111479  
 Folio ID : A  
 Arrive Date : 06-10-2018 23:11  
 Depart Date : 06-13-2018 09:53  
 No. Of Guest : 2  
 Room Number : 1924  
 Club Account :

Tax Invoice

Tax ID :  
 Westin Buckhead JUN-13-2018 10:00 A0046121

Date	Reference	Description	Charges (USD)	Credits (USD)
06-10-2018	3643	Gift Shop	15.24 X	
06-10-2018	RT1924	Room Charge	199.00	
06-10-2018	RT1924	State Tax	17.71	
06-10-2018	RT1924	Occupancy/Tourism Tax	15.92	
06-10-2018	RT1924	GA Hotel Fee	5.00	
06-11-2018	RT1924	Room Charge	199.00	
06-11-2018	RT1924	State Tax	17.71	
06-11-2018	RT1924	Occupancy/Tourism Tax	15.92	
06-11-2018	RT1924	GA Hotel Fee	5.00	
06-12-2018	RT1924	Room Charge	199.00	
06-12-2018	RT1924	State Tax	17.71	
06-12-2018	RT1924	Occupancy/Tourism Tax	15.92	
06-12-2018	RT1924	GA Hotel Fee	5.00	
06-13-2018	VI	Visa-5872		-728.13

\*\*\*For Authorization Purpose Only\*\*\*

xxxxxx5872

Date	Code	Authorized
06-10-2018	09699D	835.8

\*\* Total 728.13 -728.13  
 \*\*\* Balance 0.00

Continue on the next page

Westin Buckhead Atlanta  
3391 Peachtree Road NE  
Atlanta, GA 30326  
United States  
Tel: 404-365-0065 Fax: 404-365-8787

# WESTIN®

HOTELS & RESORTS

Lee Michael Parravano  
GXK6HE1Z/AF06AB-ASSOCIATION OF AIRPO  
12525 Rousemont Pl  
San Diego, CA, 92131  
AF06AB - ASSOCIATION OF AIRPORT INT Att

Page Number	:	2	Invoice Nbr	:	327196
Guest Number	:	1111479			
Folio ID	:	A			
Arrive Date	:	06-10-2018	23:13		
Depart Date	:	06-13-2018	09:53		
No. Of Guest	:	2			
Room Number	:	1924			

I agreed to pay all room & incidental charges.



PACK LIGHT, STAY FIT - With the Westin Gear Lending program, New Balance(TM) workout gear is conveniently delivered to your room so you can keep moving. Experience it during your next stay. Learn more at [westin.com/newbalance](http://westin.com/newbalance)

Tell us about your stay. [www.westin.com/reviews](http://www.westin.com/reviews) share, please email me at [jeff.charlton@westinbuckheadatlanta.com](mailto:jeff.charlton@westinbuckheadatlanta.com)

Zinburger #529  
3393 Peachtree Road NE  
Suite 3065A  
404-963-9611

Server: Kayla 06/11/2018  
B16/1 7:14 PM  
Guests: 1

#90038

Area: Bar

Samburger 12.00  
Waffle Sweets 6.00

2 Items

Subtotal 18.00  
Tax 1.60

Total 19.60

Balance Due 19.60

Suggested Gratuity Amount

22%: \$ 0.00

20%: \$ 0.00

18%: \$ 0.00

www.Zinburger.com

See Other Copy

Zinburger #529  
3393 Peachtree Road NE  
Suite 3065A  
404-963-9611

Server: Kayla DOB: 06/11/2018  
07:31 PM 06/11/2018  
B16/1 9/90038

SALE

Visa 8388668  
Card #XXXXXXXXXX  
Magnetic card present:  
Card Entry Method: S

Approval: 06428D  
Retrieval: 000000490000076

Amount: \$19.60

+ Tip: 3.40

= Total: 23.00

I agree to pay the above  
total amount according to the  
card issuer agreement.

X 

Zinburger #529  
Suggested Gratuity Amount

22%: \$ 0.00

20%: \$ 0.00

18%: \$ 0.00

www.Zinburger.com

Guest Copy

Dinner Monday Night. No dinner provided

Great Wraps #68  
Hartsfield-Jackson Atlanta  
International Airport  
Atlanta, GA

1752 Treon R

-----  
Chk 1592                  Jun13'18 01:27P    Gst 0  
-----

**Dine In**

1 Buffalo Chk Tortilla White	7.14
XXXXXXXXXX [REDACTED]	
Visa	7.71
Subtotal	7.14
Tax	0.57
Payment	7.71
Sales Tax	0.57

If we did or did not exceed your expectations, we would like to hear from you. Please call 800-426-5971 x1021 or email 68@hbfcare.com or text 770-927-7649

*Lunch for Lee on last day  
no lunch provided*

\*\*\*\*\*  
\* RECEIPT  
\* NOT VALID FOR TRAVEL \*  
\*\*\*\*\*

MARTA  
Buckhead  
TVM40704  
Wed 13 Jun 18 12:04PM

Payment Type:            VISA  
Purchase:                One Way  
Amount:                   \$ 3.50

Breeze Ticket #:        4247  
\*\*\*\* \*    \*\*\*\* \*    \*\*\*\* \*    \*\*\*\* \*

Credit Card #:            [REDACTED]  
\*\*\*\* \*    \*\*\*\* \*    \*\*\*\* \*    \*\*\*\* \*  
Auth #:                    82424D  
Ref #:                      816412822231  
Transaction #:0000422127

*Train to Airport*

## Parravano Lee

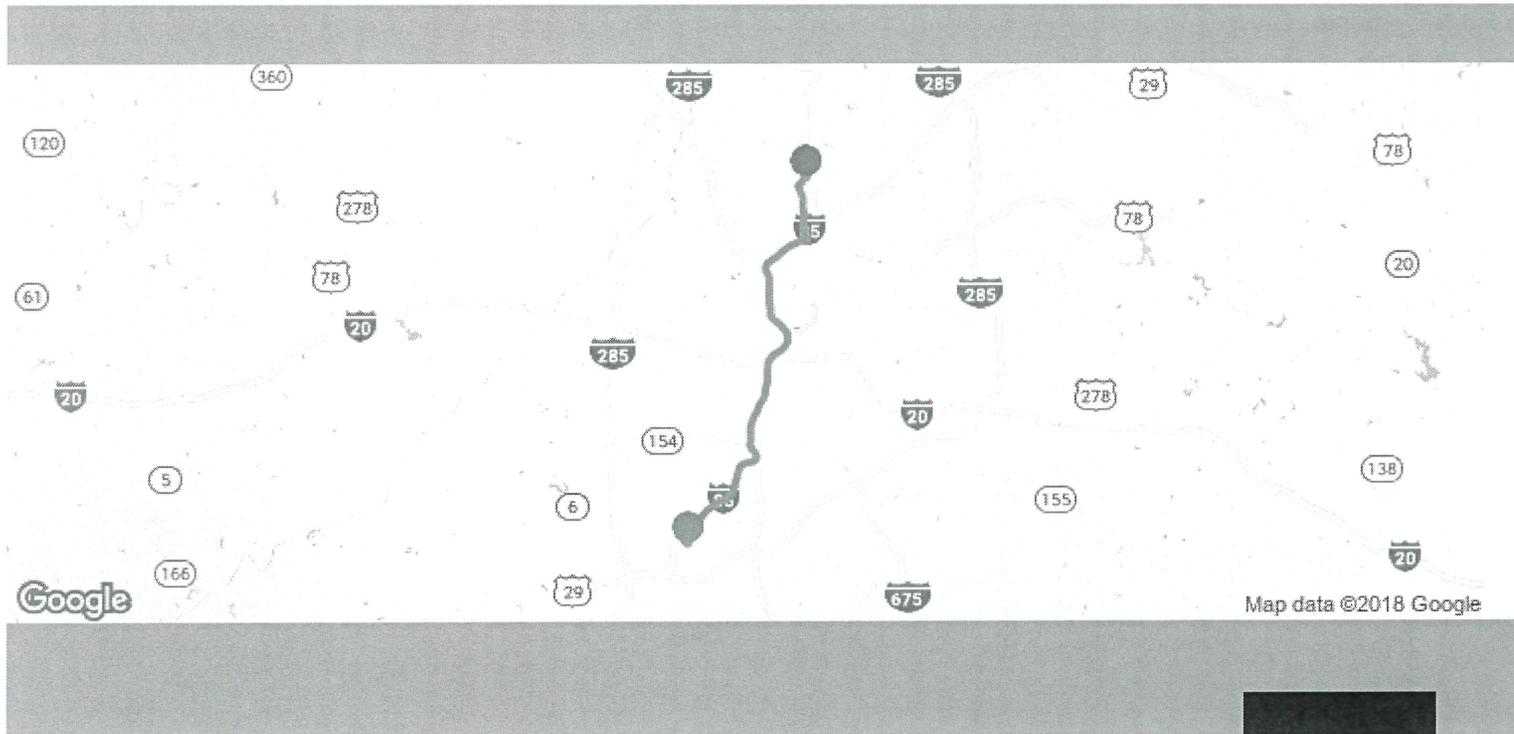
---

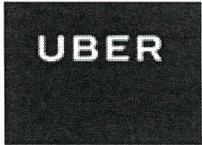
**From:** Lee Parravano <leeparravano@gmail.com>  
**Sent:** Thursday, June 14, 2018 12:35 PM  
**To:** Parravano Lee  
**Subject:** Fwd: Your Sunday evening trip with Uber  
**Attachments:** map\_1456116f-6659-42df-9943-d65d49604f8d

----- Forwarded message -----

**From:** Uber Receipts <uber.us@uber.com>  
**Date:** Sun, Jun 10, 2018, 8:07 PM  
**Subject:** Your Sunday evening trip with Uber  
**To:** <leeparravano@gmail.com>

*Uber from Airport to Hotel*





\$39.21

Thanks for choosing Uber, Lee

June 10, 2018 | UberX

---

10:41pm | S Terminal Pkwy, College Park, GA

11:06pm | 3387 Peachtree Rd NE, Atlanta, GA

---



You rode with Gregory

18.63  
miles

00:25:52  
Trip time

UberX

Car



Add a tip

[ ]  
Your Fare

---

Trip fare \$39.21

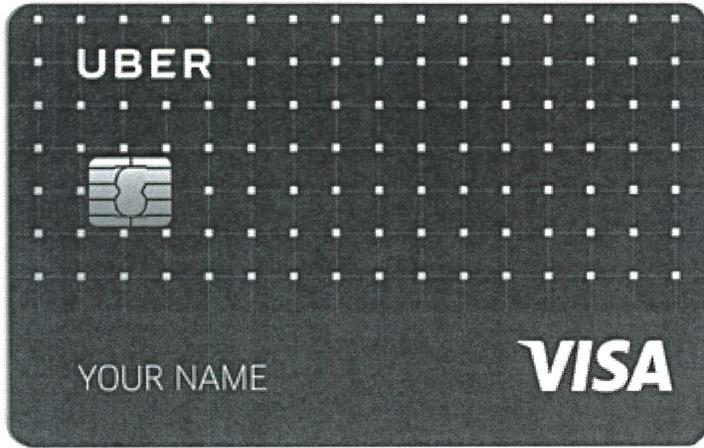
---

Subtotal \$39.21

CHARGED

**\$39.21**

 Personal ..... 



Earn 4% back on dining, 3% back on hotel & airfare, 2% back on online purchases, and more with the Uber Visa Card.  
[Learn more](#)

**UBER**



## Need help?

Tap Help in your app to contact support with questions about your trip.

Leave something behind? Track it down.