

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD  
MINUTES  
THURSDAY, DECEMBER 7, 2023  
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
BOARD ROOM**

**CALL TO ORDER:** Chair Cabrera called the meeting of the San Diego County Regional Airport Authority Board to order at 9:04 a.m. on Thursday, December 7, 2023, at the San Diego County Regional Airport Authority, Administration Building, 2417 McCain Road, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:** Chair Cabrera led the pledge of allegiance.

**ROLL CALL:**

PRESENT: Board Members: Cabrera, Casillas Salas, McNamara, Perez, Sanchez, von Wilpert

ABSENT: Board Members: Bedell (Ex Officio), Dallarda (Ex-Officio), Martinez, Miller (Ex-Officio), Sly

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

*Major Justin Campbell attended the meeting on behalf of Board Member Bedell.*

**PRESENTATIONS:**

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

- **AUDIT COMMITTEE:** Board Member Sanchez reported that during the Committee's November meeting, the Committee reviewed and requested several agenda items be forwarded to the Board. She reported that the items are on today's Consent Agenda and include the Authority's Audited Financial Statements for Fiscal Year-ended June 30, 2023, as well as a revision to the Office of the Chief Auditor's Audit Plan for Fiscal Year 2024. She reported that the Committee received the External Auditor's Report from FORVIS, on the Authority's financial reports for the year ended June 30, 2023, and that their opinion was clean and unmodified.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:** Board Member von Wilpert reported that the last CIPOC Meeting was held October 19<sup>th</sup> with updates on the construction progress of the New Terminal 1, community outreach and a budget update. She reported that this month, demolition work continues on the old administration building and the new parking structure.

- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:** Chair Cabrera reported that the committee has not meet since the last Board Meeting.
- **FINANCE COMMITTEE:** Board Member McNamara reported that the committee met on November 27<sup>th</sup> and reviewed the Unaudited Financial Statements for the four months ended October 31, 2023, as well as the Authority's Investment Report as of October 31, 2023.

#### **ADVISORY COMMITTEES:**

- **AUTHORITY ADVISORY COMMITTEE:** Board Member Casillas Salas reported that the committee met on November 16<sup>th</sup> and received an update on outreach efforts and the New Terminal 1. She reported that the members were also given a tour of the new administration building.
- **ARTS ADVISORY COMMITTEE:** Board Member Casillas Salas reported that the Arts Program held a new member orientation for the new Arts Advisory Committee members on November 30<sup>th</sup>. She reported that the Arts Program is bringing a festive spirit to the terminals this holiday season with six different performing arts groups.

#### **LIAISONS**

- **CALTRANS:** None.
- **INTER-GOVERNMENTAL AFFAIRS:** Chair Cabrera reported that the Senate and House continue to work on their respective versions of FAA Reauthorization Legislation. He reported that last week, the House Transportation Committee leadership introduced a bill that would extend FAA programs until March 8, 2024. He also reported that the current FAA extension expires on December 31, 2023. He reported that in Sacramento, the California State Senate and Assembly are in recess and reconvene on January 3, 2024, for the second year of the legislative cycle.
- **MILITARY AFFAIRS:** None.
- **PORT:** None
- **WORLD TRADE CENTER:** None

## **BOARD REPRESENTATIVES (EXTERNAL)**

- **SANDAG BOARD OF DIRECTORS:** Chair Cabrera reported that the SANDAG Board of Directors met once since the last Board meeting and that in a closed session, the Board of Directors conducted interviews for the position of Interim Chief Executive Officer.
- **SANDAG TRANSPORTATION COMMITTEE:** Board Member Sanchez reported that the committee met once since the last Board meeting and that at the meeting, staff presented details of the recently completed Telework Study that is being used as one of the modeling inputs for the 2025 Regional Plan.

**CHAIR REPORT:** Chair Cabrera reported that last month, he attended and emceed the Structural Steel Completion Celebration for the New Terminal 1. He reported that it was a special milestone not just for San Diego International Airport (SDIA), but for the entire community. He congratulated Board Members Lidia Martinez, James Sly, and CEO Kimberly Becker for being named to the San Diego Business Journal's San Diego's (SD) 500 list. He reported that the Airport Authority's Aviation Security and Public Safety team supported Harbor Police's efforts to conduct Special Weapons and Tactics (SWAT) training in the old Administration Building to hone their skills should they be needed in the airport environment. He reported that the Airport Authority held their Annual Holiday Appreciation event for the Airport Ambassadors.

**PRESIDENT/CEO REPORT:** Kim Becker, President/CEO, reported that during the week of Thanksgiving, the airport saw nearly 600,000 passengers, which is a 7.5% increase over Thanksgiving week in 2019. She reported that the team is working diligently to ensure that travelers have a positive guest experience. She reported that last month, the Planning and Environmental Affairs team met with over 40 staff from the City of San Diego's Planning Department, to gain a better understanding of the projects that each group is working on and identify opportunities for collaboration. She reported that in the last few months, the Authority has hosted students from Southwestern College, Cuyamaca College, Point Loma Nazarene University, and participated in the Grossmont Career Expo. She reported that last week, the Airport Authority hosted E3 Civic High School and Del Lago Academy for its 9<sup>th</sup> Take Flight event. She reported that she represented the Airport Authority at the San Diego Transportation Development Association's Holiday Luncheon, along with Board Member Dallarda, and SANDAG's CEO Hasan Ikhata. She reported that she will be attending the San Diego Tourism Authority's Board retreat, where she will present an update on how the Airport contributes to the vitality of the community through the support of our businesses, air travel, and job creation. She recognized the Airport Authority's Employee of the Quarter, Kim Sheredy, who was nominated for outstanding leadership and hard work related to the move to the new Administration Building.

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

**CONSENT AGENDA (ITEMS 1 - 15):**

**ACTION: Moved by Board Member von Wilpert and seconded by Board Member McNamara to approve the Consent Agenda. Motion carried by the following votes: YES - Cabrera, Casillas Salas, McNamara, Perez, Sanchez, von Wilpert, NO - None; ABSENT - Martinez, Sly. (Weighted Vote Points: YES - 71; NO - 0; ABSENT - 21)**

**1. APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the November 9, 2023, special Board 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. DECEMBER 2023 LEGISLATIVE REPORT:**

RECOMMENDATION: Adopt Resolution No. 2023-0097, approving the December 2023 Legislative Report.

**4. AWARDED CONTRACTS AND APPROVED CHANGE ORDERS FROM OCTOBER 9, 2023, THROUGH NOVEMBER 12, 2023, AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM OCTOBER 9, 2023, THROUGH NOVEMBER 12, 2023:**

RECOMMENDATION: Receive the report.

**5. DISPOSITION OF SURPLUS PROPERTY:**

RECOMMENDATION: Adopt Resolution No. 2023-0096 authorizing the disposition of surplus property (materials and/or equipment) in accordance with Policy 8.21.

**CLAIMS:**

**6. REJECT THE CLAIM OF TRACIE SLAOU:**

RECOMMENDATION: Adopt Resolution No. 2023-0098, rejecting the claim of Tracie Slaoui.

**COMMITTEE RECOMMENDATIONS:**

**7. ESTABLISH THE DATE AND TIME OF BOARD AND ALUC MEETINGS FOR 2024, AS INDICATED ON THE PROPOSED 2024 MASTER CALENDAR OF BOARD AND COMMITTEE MEETINGS:**

RECOMMENDATION: The Executive Committee recommends that the Board adopt Resolution No. 2023-0099, establishing the date and time of Board and ALUC meetings; and Committee meetings for 2024 as indicated on the proposed 2024 Master Calendar of Board and Committee Meetings.

**8. EXTERNAL AUDITOR'S FISCAL YEARS ENDED JUNE 30, 2023, REPORT: A) AUDITED FINANCIAL STATEMENTS, B) SINGLE AUDIT REPORTS, C) PASSENGER FACILITY CHARGES COMPLIANCE REPORT, D) CUSTOMER FACILITY CHARGE COMPLIANCE REPORT, AND E) LETTER TO THE BOARD:**

RECOMMENDATION: The Audit Committee recommends that that Board accept the reports.

**9. REVIEW OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) FOR THE FISCAL YEAR ENDED JUNE 30, 2023:**

RECOMMENDATION: The Audit Committee recommends that the Board accept the report.

**10. FISCAL YEAR 2023 ANNUAL REPORT FROM THE OFFICE OF THE CHIEF AUDITOR:**

RECOMMENDATION: The Audit Committee recommends that the Board accept the report.

**11. FISCAL YEAR 2024 FIRST QUARTER REPORT FROM THE OFFICE OF THE CHIEF AUDITOR:**

RECOMMENDATION: The Audit Committee recommends that the Board accept the report.

**12. REVISION TO THE FISCAL YEAR 2024 AUDIT PLAN OF THE OFFICE OF THE CHIEF AUDITOR:**

RECOMMENDATION: The Audit Committee recommends that the Board adopt Resolution No. 2023-0100, approving the revision to the Fiscal Year 2024 Audit Plan of the Office of the Chief Auditor.

**CONTRACTS AND AGREEMENTS:**

**13. AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO EXTEND THE AIRPORT PARKING MANAGEMENT SERVICES AGREEMENT:**

RECOMMENDATION: Adopt Resolution No. 2023-0101 authorizing the President/CEO to execute a Second Amendment to the Airport Parking Management Services Agreement to extend the agreement 151 days to June 30, 2024, with no increase in the maximum amount payable.

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

- 14. AWARD A CONTRACT TO S&L SPECIALTY CONSTRUCTION, INC. FOR QUIETER HOME PROGRAM PHASE 13, GROUP 2, PROJECT NO. 381302 TWENTY-SEVEN (27) NON-HISTORIC SINGLE-FAMILY AND MULTI-FAMILY UNITS ON TWENTY-TWO (22) RESIDENTIAL PROPERTIES LOCATED EAST AND WEST OF THE SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2023-0103, awarding a contract to S&L Specialty Construction, Inc. in the amount of \$1,465,000 for Phase 13, Group 2, Project No. 381302, of the San Diego County Regional Airport Authority's Quieter Home Program and making a finding that the project is exempt from the California Environmental Quality Act.

- 15. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN ELEVATOR AND ESCALATOR MAINTENANCE AND REPAIR SERVICE AGREEMENT WITH KONE INC.:**

RECOMMENDATION: Adopt Resolution No. 2023-0104, approving and authorizing the President/CEO to execute an Elevator and Escalator Maintenance and Repair Service Agreement with Kone Inc., for a term of three years, with the option for two (2) one-year extensions exercisable at the sole discretion of the President/CEO, for a total not to exceed amount of \$14,000,000.

**PUBLIC HEARINGS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

- 16. AWARD A LEASE TO ALASKA AIRLINES FOR THE OPERATION OF AN AIRLINE CLUB FOR THE TERM OF 10 YEARS:**

Paul Anderson, Asset Manager, Capital Financial Planning and Airline Relations, provided a presentation on the Alaska Lounge Lease that included Airline Operating and Lease Agreement and Airline Club Leases; Airport Authority Policy 6.01; and Proposed Alaska Lease Club.

RECOMMENDATION: Adopt Resolution No. 2023-0102 awarding a lease to Alaska Airlines for the operation of an Airline Club and authorizing the President/CEO to negotiate and execute the lease.

**ACTION: Moved by Board Member Casillas Salas and seconded by Board Member Sanchez to approve staff's recommendation. Motion carried by the following votes: YES – Cabrera, Casillas Salas, McNamara, Perez, Sanchez, von Wilpert, NO – None; ABSENT –Martinez, Sly. (Weighted Vote Points: YES – 71; NO – 0; ABSENT - 21)**

The Board recessed at 9:31 a.m. and reconvened at 9:32 a.m.

**CLOSED SESSION:** The Board recessed into Closed Session at 9:33 a.m. to hear items 18 and 19.

**17. 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. Aquatherm L.P., et al.*, San Diego Superior Court Case No. 37-2022-00037121-CU-BC-CTL

**18. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

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

Name of Case: *Jennifer Adams v. San Diego County Regional Airport Authority*, San Diego Superior Court Case No. 37-2022-00015113-CU-PO-CTL

**19. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

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

Name of Case: *Christine Randazzo v. Morrow Meadows, et al.*, San Diego Superior Court Case No. 37-2020-00018378-CU-PO-CTL

**20. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

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

Name of Case: *United States of America v. City of San Diego, et al., and Related Cross Actions* United States District Court Case No. 3:23-CV-00541-LL-BGS

**REPORT ON CLOSED SESSION:** The Board adjourned out of Closed Session at 9:47 a.m. There was no reportable action.

**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:**

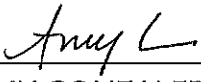
**ADJOURNMENT:** The meeting was adjourned at 9:47 a.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
BOARD THIS 11<sup>th</sup> DAY OF JANUARY 2024.

**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