

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## Board Members

Robert H. Gleason  
Board Chair

David Alvarez  
C. April Boling  
Greg Cox  
Jim Desmond  
Lloyd B. Hubbs  
Jim Janney  
Paul Robinson  
Mary Sessom

## BOARD AGENDA

Thursday, March 17, 2016  
9:00 A.M.

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

## Ex-Officio Board Members

Laurie Berman  
Eraina Ortega  
Col. Jason G. Woodworth

## President / CEO

Thella F. Bowens

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

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

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

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

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

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

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**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**PRESENTATIONS:**

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

***STANDING BOARD COMMITTEES***

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

***ADVISORY COMMITTEES***

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

***LIAISONS***

- **AIRPORT LAND USE COMPATIBILITY PLAN:**  
Liaison: Janney
- **CALTRANS:**  
Liaison: Berman

- **INTER-GOVERNMENTAL AFFAIRS:**  
Liaison: Cox
- **MILITARY AFFAIRS:**  
Liaison: Woodworth
- **PORT:**  
Liaisons: Boling, Cox, Gleason (Primary), Robinson
- **WORLD TRADE CENTER:**  
Representatives: Gleason (Primary)

***BOARD REPRESENTATIVES (EXTERNAL)***

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

**CHAIR'S REPORT:**

**PRESIDENT/CEO'S REPORT:**

**NON-AGENDA PUBLIC COMMENT:**

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

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

**CONSENT AGENDA (Items 1-9)**

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 Board meetings.

RECOMMENDATION: Approve the minutes of the February 8, 2016 special meeting; February 18, 2016 regular meeting; and February 26 and 27, 2016 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:**

The Board is requested to accept the reports.

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

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

**3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM JANUARY 25, 2016 THROUGH FEBRUARY 21, 2016 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM JANUARY 25, 2016 THROUGH FEBRUARY 21, 2016:**

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

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

**4. MARCH 2016 LEGISLATIVE REPORT:**

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2016-0019, approving the March 2016 Legislative Report.

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

**5. APPROVE AN APPOINTMENT TO THE ART ADVISORY COMMITTEE:**

The Board is requested to approve an appointment.

RECOMMENDATION: Adopt Resolution No. 2016-0008, approving the appointment of Gail Roberts to the Art Advisory Committee.

**(Vision, Voice & Engagement: Diana Lucero, Director)**

***CLAIMS***

**6. REJECT THE CLAIM OF MAYA SANCHEZ:**

The Board is requested to reject a claim.

RECOMMENDATION: Adopt Resolution No. 2016-0020, rejecting the claim of Maya Sanchez.

**(Legal: Breton Lobner, General Counsel)**



***COMMITTEE RECOMMENDATIONS***

***CONTRACTS AND AGREEMENTS***

**7. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE GENERATING FACILITY INTERCONNECTION AGREEMENTS WITH SAN DIEGO GAS & ELECTRIC COMPANY ASSOCIATED WITH THE NORTHSIDE SOLAR PHOTOVOLTAIC GENERATING SYSTEMS:**

The Board is requested to approve agreements.

RECOMMENDATION: Adopt Resolution No. 2016-0021, approving and authorizing the President/CEO to negotiate and execute 1) a Generating Facility Interconnection Agreement with SDG&E to permit the Authority to interconnect and operate an electrical generating facility for the Phase 1 generating facility in the Economy parking lot in parallel with SDG&E's distribution system; and 2) Generating facility Interconnection Agreements for future generating facilities up to 5.1 MW in the Economy parking lot in parallel with SDG&E's distribution system, at San Diego International Airport.

**(Airport Design & Construction: Bob Bolton, Director)**

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

**8. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE PEST CONTROL AND REMEDIATION SERVICES AGREEMENT WITH CARTWRIGHT TERMITE & PEST CONTROL, INC.:**

The Board is requested to approve an amendment.

RECOMMENDATION: Adopt Resolution No. 2016-0022, approving and authorizing the President/CEO to execute a Second Amendment to the Pest Control and Remediation Services Agreement with Cartwright Termite & Pest Control, Inc., increasing the total amount payable by \$1,057,776 for a total not-to-exceed compensation amount of \$6,357,776.

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

**9. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE AIRPORT SIGNAGE SERVICES AGREEMENT WITH SIGN AGE IDENTITY SYSTEMS, INC.:**

The Board is requested to approve an amendment.

RECOMMENDATION: Adopt Resolution No. 2016-0023, approving and authorizing the President/CEO to execute a Second Amendment to the Agreement for Airport Signage Services with Sign Age Identity Systems, Inc., increasing the total amount payable by \$265,000 for a total not-to-exceed compensation amount of \$1,565,000.

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

**PUBLIC HEARINGS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**10. ANNUAL GROUND TRANSPORTATION OPERATIONS UPDATE:**

The Board is requested to receive the information.

RECOMMENDATION: Accept the presentation.

**(Ground Transportation: David Boenitz, Director)**

**11. DISCUSSION REGARDING THE PARAMETERS FOR THE FISCAL YEAR 2017 AND FISCAL YEAR 2018 OPERATING BUDGETS:**

The Board is requested to provide direction to staff.

RECOMMENDATION: Provide direction to staff.

**(Finance & Asset Management: Scott Brickner, Vice President/Treasurer)**

**CLOSED SESSION:**

**12. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**

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

Diego Concession Group, Inc. v. San Diego County Regional Airport Authority,  
San Diego Superior Court Case No. 37-2012-00088083-CU-BT-CTL

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

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

Dryden Oaks, LLC v. San Diego County Regional Airport Authority, et al.,  
San Diego Superior Court, North County, Case No. 37-2014-00004077-CU-EI-NC

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

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

Donna Wilson; John Wilson v. San Diego Port Authority; San Diego International Airport; San Diego County Regional Airport Authority  
San Diego Superior Court Case No. 37-2014-00015326-CU-PO-CTL (Meyer)

- 15. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a)):  
Maria Paula Bermudez v. San Diego County Regional Airport Authority, American Airlines, Inc., et al.  
San Diego Superior Court Case No. 37-2015-00022911-CU-PO-CTL.
- 16. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code §54956.9(a) and (d)(1))  
Stanley Moore v. San Diego County Regional Airport Authority, et al  
San Diego Superior Court Case No. 37-2015-00030676-CU-OE-CTL
- 17. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
Cal. Gov. Code § 54956.9(a) and (d).  
In the matter of the Petition of San Diego County Regional Airport Authority for Review of Action by the California Regional Water Quality Control Board in Issuing Order No. R9-2013-0001, as amended by Orders Nos. R9-2015-0001 and R9-2015-0100 (NPDES NO. CAS0109266) [Water Code §§ 13320(a) and 13321(a)]
- 18. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION AND EXISTING LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(a) and 54956.9(b).)  
Jay A. Bass, et al/v. San Diego City Employees' Retirement System, et al.,  
San Diego Superior Court Case No. 37-2013-00077566-CU-OE-CTL
- 19. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9 (b) and 54954.5.)  
Re: Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board regarding submission of technical reports pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.  
Number of potential cases: 1
- 20. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Initiation of litigation pursuant to Cal. Government Code § 54956.9(d).)  
Number of cases: 2

**REPORT ON CLOSED SESSION:**

**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.

**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 (formerly the Commuter Terminal). 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>
April 21	Thursday	9:00 a.m.	Regular	Board Room

## DRAFT

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**SPECIAL BOARD AND EXECUTIVE AND FINANCE COMMITTEE MEETING**  
**MINUTES**  
**MONDAY, FEBRUARY 8, 2016**  
**SAN DIEGO INTERNATIONAL AIRPORT**  
**BOARD ROOM**

**CALL TO ORDER:**

Chair Gleason called the Special Board and Executive and Finance Committee meeting to order at 9:01 a.m., on Monday, February 8, 2016, in the Board Room of the San Diego International Airport, Administration Building, 3225 N. Harbor Drive, San Diego, CA 92101.

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

**ROLL CALL:*****Board***

Present: Board Members: Alvarez, Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson

Absent: Board Members: Berman (Ex-Officio), Ortega (Ex-Officio), Sessom, Woodworth (Ex-Officio)

***Executive Committee***

Present: Committee Members: Gleason, Hubbs, Robinson

Absent: Committee Members: None

***Finance Committee***

Present: Committee Members: Alvarez, Boling, Cox, Janney

Absent: Committee Members: Sessom

Also Present: Angela Shafer-Payne, Vice President, Operations; Amy Gonzalez, Sr. Director, Counsel; Linda Gehlken, Assistant Authority Clerk I; Dawn D'Acquisto, Assistant Authority Clerk I

**NON-AGENDA PUBLIC COMMENT:** None

**BOARD BUSINESS:**

**1. APPOINTMENT OF EXECUTIVE COMMITTEE MEMBERS AND ELECTION OF THE VICE CHAIR OF THE BOARD:**

**ACTION:** Moved by Board Member Boling and seconded by Board Member Cox to appoint Board Members Robinson and Janney to the Executive Committee, with Board Member Robinson serving as Vice Chair. Motion carried by the following vote: YES – Alvarez, Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson; NO - None; ABSENT – Sessom. (Weighted Vote Points: YES - 92; NO - 0; ABSENT- 8)

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

**RECOMMENDATION:** Adopt Resolution No. 2016-0005, making appointments to Board committees, liaison positions, the SANDAG Transportation Committee, and the World Trade Center Board.

**ACTION:** Moved by Board Member Hubbs and seconded by Board Member Robinson to approve the recommendation. Motion carried by the following vote: YES – Alvarez, Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson; NO - None; ABSENT – Sessom. (Weighted Vote Points: YES - 92; NO - 0; ABSENT- 8)

**NEW BUSINESS**

**3. APPROVAL OF MINUTES:**

**RECOMMENDATION:** Approve the minutes of the January 11, 2016 regular meeting.

**ACTION:** Moved by Board Member Hubbs and seconded by Board Member Robinson to approve staff's recommendation. Motion carried unanimously.

**FINANCE COMMITTEE NEW BUSINESS**

**4. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE SIX MONTHS ENDED DECEMBER 31, 2015:**

Scott Brickner, Vice President, Finance and Asset Management/Treasurer, and Kathy Kiefer, Senior Director, Finance and Asset Management, provided a presentation on the Unaudited Financial Statements for the Six Months Ended December 31, 2015, which included Operating Revenues for the Month Ended December 31, 2015; Operating Expenses for the Month Ended December 31, 2015; Financial Summary for the Month Ended December 31, 2015; Non-Operating Revenues and Expenses for the Month Ended December 31, 2015; Monthly Operating Revenue (Unaudited); Operating Revenues for the Six Months

Ended December 31, 2015 (Unaudited); Monthly Operating Expenses (Unaudited); Operating Expenses for the Six Months Ended December 31, 2015 (Unaudited); Financial Summary for the Six Months Ended December 31, 2015 (Unaudited); Non-Operating Revenues and Expenses for the Six Months Ended December 31, 2015 (Unaudited); and Statements of Net Position (Unaudited) as of December 31, 2015 and 2014.

In response to Board Member Robinson's inquiry regarding the percentage breakdown of visitor and business travelers, Mr. Brickner stated that staff will provide that information to the Board.

RECOMMENDATION: Accept the report.

**5. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF DECEMBER 31, 2015:**

Geoff Bryant, Manager, Airport Finance, provided a presentation on the Authority's Investment Report as of December 31, 2016, which included Total Portfolio Summary; Portfolio Composition by Security Type; Portfolio Composition by Credit Rating; Portfolio Composition by Maturity; Benchmark Comparison; Detail of Security Holdings as of December 31, 2015; Portfolio Investment Transactions from October 1, 2015 to December 31, 2015; Bond Proceeds Summary; and Bond Proceeds Investment Transactions from October 1, 2015 to December 31, 2015.

RECOMMENDATION: Accept the report.

**EXECUTIVE COMMITTEE NEW BUSINESS**

**6. PRE-APPROVAL OF TRAVEL REQUESTS AND APPROVAL OF BUSINESS AND TRAVEL EXPENSE REIMBURSEMENT REQUESTS FOR BOARD MEMBERS, THE PRESIDENT/CEO, THE CHIEF AUDITOR AND GENERAL COUNSEL:**

RECOMMENDATION: Pre-approve travel requests and approve business and travel expense reimbursement requests.

**MOTION: Moved by Board Member Robinson and seconded by Board Member Hubbs to approve staff's recommendation. Motion carried unanimously.**

**REVIEW OF FUTURE AGENDAS**

**7. REVIEW OF THE DRAFT AGENDA FOR THE FEBRUARY 18, 2016 BOARD MEETING:**

Angela Shafer-Payne, Vice President, Operations, provided an overview of the draft agenda for the February 18, 2016 Board meeting.



**8. REVIEW OF THE DRAFT AGENDA FOR THE FEBRUARY 18, 2016  
AIRPORT LAND USE COMMISSION MEETING:**

Angela Shafer-Payne, Vice President, Operations, provided an overview of the draft agenda for the February 18, 2016 Airport Land Use Commission meeting.

**CLOSED SESSION:** The Board recessed into Closed Session at 9:38 a.m. to hear Item 9.

**9. PUBLIC EMPLOYEE EMPLOYMENT:**

Cal. Gov. Code §54957  
Title: General Counsel

**REPORT ON CLOSED SESSION:** The Board reconvened into Open Session at 10:32 a.m. There was no reportable action.

**NON-AGENDA PUBLIC COMMENT:** None

**COMMITTEE MEMBER COMMENTS:** None

**ADJOURNMENT:**

The meeting was adjourned at 10:33 a.m. The next meeting of the Executive and Finance Committee will be held on Monday, March 7, 2016, at 9:00 a.m. in the Board Room at the San Diego International Airport, Administration Building, 3225 N. Harbor Drive, San Diego, CA 92101.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY EXECUTIVE COMMITTEE THIS 7<sup>th</sup> DAY OF MARCH, 2016.

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LINDA D. GEHLKEN  
ASSISTANT AUTHORITY CLERK I

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

**DRAFT**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD  
MINUTES  
THURSDAY, FEBRUARY 18, 2016  
SAN DIEGO INTERNATIONAL AIRPORT  
BOARD ROOM**

**CALL TO ORDER:** Vice-Chair Robinson called the regular meeting of the San Diego County Regional Airport Authority Board to order at 9:02 a.m. on Thursday, February 18, 2016, 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 Boling led the Pledge of Allegiance.

**ROLL CALL:**

PRESENT: Board Members: Alvarez, Boling, Desmond, Hubbs, Janney, Robinson, Sessom

ABSENT: Board Members: Cox, Gleason, Berman (Ex Officio), Ortega (Ex Officio), and Woodworth (Ex Officio)

ALSO PRESENT: Thella F. Bowens, President/CEO; Breton K. Lobner, General Counsel; Tony R. Russell, Director, Corporate and Information Governance/Authority Clerk; Linda Gehlken, Assistant Authority Clerk I

*Board Members Desmond and Sessom arrived during the course of the meeting.*

**PRESENTATION:****A. QUARTERLY FINANCIAL UPDATE/BUDGET CALENDAR:**

Scott Brickner, Vice President/Treasurer, Finance & Asset Management, provided an update on the Quarterly Financials and Budget Calendar which included Operating Revenues Six Months Ended December 31, 2015 (Unaudited), Operating Expenses Six Months Ended December 31, 2015 (Unaudited), Financial Summary Six Months Ended December 31, 2015 (Unaudited), Statement of Net Position as of December 31, 2015 (Unaudited) Assets, Statement of Net Position as of December 31, 2015 (Unaudited) Liabilities, and Budget – Timeline of Key Dates.

*Board Members Desmond and Sessom arrived at 9:08 a.m.*

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

***STANDING BOARD COMMITTEES***

- **AUDIT COMMITTEE:**  
Board Member Robinson reported that the Committee met on February 1, and that there are items on today's Consent Agenda for action.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**  
Board Member Alvarez reported that the Committee met on January 28 and that staff provided in depth updates on the Water Stewardship Plan, Northside Development Program, Rental Car Center, Photovoltaic Implementation, Terminal 2 Parking Plaza, and budget financials. He reported that the next meeting will be on April 28 and will include the Capital Budget Workshop.
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**  
None
- **FINANCE COMMITTEE:**  
None

***ADVISORY COMMITTEES***

- **AUTHORITY ADVISORY COMMITTEE:**  
None
- **ART ADVISORY COMMITTEE:**  
Diana Lucero, Director, Vision, Voice & Engagement, reported that on Wednesday, February 17, a media event was held for the *Point of Entry* exhibition. She also reported that to test functionality of the communication system, a small number of test panels will be installed next week on Pacific Highway for the Rental Car Center, and that they will be up for six to eight weeks.

***LIAISONS***

- **AIRPORT LAND USE COMPATIBILITY PLAN:**  
None
- **CALTRANS:**  
None
- **INTER-GOVERNMENTAL AFFAIRS:**  
Mike Kulis, Director, Inter-Governmental Relations, reported that Authority staff provided Airport Land Use Compatibility Plan updates to the following elected officials and their staff: Senator Marty Block, Offices of Senator Dianne Feinstein and Assembly Member Tony Atkins, Office of Senator Barbara Boxer, Office of

Congressman Scott Peters and Office of Senator Ben Hueso. He reported that on February 11 the House Transportation and Infrastructure Committee considered and “marked-up” H.R. 4441, the Aviation Innovation, Reform and Authorization Act of 2016. He stated that this bill would authorize funding for the Federal Aviation Administration (FAA) and federal aviation programs for the next six years, including annual increases in the Airport Improvement Program to a level of just under \$4 Billion in Fiscal Year 2022. Mr. Kulis stated that a major provision in this bill would transfer air traffic control functions from the FAA to a newly created independent Air Traffic Control Corporation. He reported that although four of the Corporation’s eleven-member board of directors would be airline representatives, the bill does not provide for an airport representative on the board. He also reported that H.R. 4441 would not increase the current \$4.50 Passenger Facility Charge limit, and in addition, the bill does not alter the current 1,250 mile limit for nonstop flights in and out of Ronald Reagan Washington National Airport. He stated that because this bill does very little to assist airports, and because of the six-year length, this bill would essentially lock the Authority in the aforementioned areas until 2023. Mr. Kulis reported that staff is recommending that the Board adopt an Oppose Unless Amended position on H.R. 4441.

- **MILITARY AFFAIRS:**  
None
- **PORT:**  
None
- **WORLD TRADE CENTER:**  
None

***BOARD REPRESENTATIVES (EXTERNAL)***

- **SANDAG TRANSPORTATION COMMITTEE:**  
None

**CHAIR’S REPORT:**

None

**PRESIDENT/CEO’S REPORT:**

Thella F. Bowens, President/CEO, reported that the budget process is underway. She reported that approximately 170 people attended an outreach Parking Plaza event sponsored by Swinerton Builders on February 4. She also reported that Rental Car Center operations are being fine-tuned, and that the El Nino Preparation Team continues to prepare to handle any storm related issues that may arise. She reported that there has been great concern among airport leaders about the contents of the FAA’s Aviation Innovation, Reform and Authorization Act of 2016, H.R. 4441 bill.

**NON-AGENDA PUBLIC COMMENT:**

JULIE BRODERICK, LAGUNA NIGUEL, representing Signature Flight Support and BBA Aviation, spoke in support of Item 16 of the Consent Agenda.

**CONSENT AGENDA (Items 1-17):**

Board Member Boling requested that Item 4 be pulled from the Consent Agenda for discussion.

Tony R. Russell, Director of Corporate and Information Governance/Authority Clerk, notified the Board that staff requested that Item 6 be pulled from the agenda.

**ACTION: Moved by Board Member Desmond and seconded by Board Member Boling to approve the Consent Agenda as amended. Motion carried by the following vote: YES – Alvarez, Boling, Desmond, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – Cox, Gleason. (Weighted Vote Points: YES – 78; NO – 0; ABSENT-22)**

1. **APPROVAL OF MINUTES:**  
RECOMMENDATION: Approve the minutes of the January 21, 2016, regular meeting.
2. **ACCEPTANCE OF BOARD AND COMMITTEE MEMBERS WRITTEN REPORTS ON THEIR ATTENDANCE AT APPROVED MEETINGS AND PRE-APPROVAL OF ATTENDANCE AT OTHER MEETINGS NOT COVERED BY THE CURRENT RESOLUTION:**  
RECOMMENDATION: Accept the reports and pre-approve Board Member attendance at other meetings, trainings and events not covered by the current resolution.
3. **AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM DECEMBER 28, 2015 THROUGH JANUARY 24, 2016 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM DECEMBER 28, 2015 THROUGH JANUARY 24, 2016:**  
RECOMMENDATION: Receive the report.
4. **FEBRUARY 2016 LEGISLATIVE REPORT:**  
**ACTION: This item was pulled from the Consent Agenda.**
5. **ANNUAL REVIEW AND NOTIFICATION OF BOARD MEMBER WEIGHTED VOTE POINT ALLOCATION AS REQUIRED BY SECTION 170014 OF THE CALIFORNIA PUBLIC UTILITIES CODE:**  
RECOMMENDATION: Adopt Resolution No. 2016-0007, accepting the Board Member Weighted Vote Point Allocation as required by Section 170014 of the California Public Utilities Code.

6. **APPROVE AN APPOINTMENT TO THE ART ADVISORY COMMITTEE:**  
**ACTION:** This item was removed from the Agenda.

### ***CLAIMS***

7. **REJECT THE CLAIM OF WANDA HERNANDEZ:**  
RECOMMENDATION: Adopt Resolution No. 2016-0009, rejecting the claim of Wanda Hernandez.

### ***COMMITTEE RECOMMENDATIONS***

8. **FISCAL YEAR 2016 SECOND 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.
9. **ACCEPT THE UNAUDITED FINANCIAL STATEMENTS FOR THE SIX MONTHS ENDED DECEMBER 31, 2015:**  
RECOMMENDATION: The Finance Committee recommends that the Board accept the report.
10. **ACCEPT THE AUTHORITY'S INVESTMENT REPORT AS OF DECEMBER 31, 2015:**  
RECOMMENDATION: The Finance Committee recommends that the Board accept the report.

### ***CONTRACTS AND AGREEMENTS***

11. **AWARD A CONTRACT TO ATLAS DEVELOPMENT CORPORATION, FOR NOISE MONITORING STATIONS, PROJECT NO. 104164 (REMOVAL AND REPLACEMENT OF 12 EXISTING REMOTE NOISE MONITORING POLES AROUND SAN DIEGO INTERNATIONAL AIRPORT):**  
RECOMMENDATION: Adopt Resolution No. 2016-0010, awarding a contract to Atlas Development Corporation, in the amount of \$398,840, for Noise Monitoring Stations, Project No. 104164, of the San Diego County Regional Airport Authority's ("Authority") Quieter Home Program.
12. **AWARD A CONTRACT TO HARRY H. JOH CONSTRUCTION, INC., FOR QUIETER HOME PROGRAM PHASE 8, GROUP 12, PROJECT NO. 380812 (31 NON-HISTORIC MULTI-FAMILY UNITS ON ONE RESIDENTIAL PROPERTY LOCATED WEST OF THE AIRPORT):**  
RECOMMENDATION: Adopt Resolution No. 2016-0011, awarding a contract to Harry H. Joh Construction, Inc., in the amount of \$702,406, for Phase 8, Group 12, Project No. 380812, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

- 13. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A FIFTH AMENDMENT TO INCREASE THE DURATION OF THE AUSTIN-SUNDT JOINT VENTURE AGREEMENT, FOR RENTAL CAR CENTER PROJECT:**  
RECOMMENDATION: Adopt Resolution No. 2016-0012, approving and authorizing the President/CEO to execute a Fifth Amendment to the Austin-Sundt Joint Venture Construction Manager at-Risk Agreement, increasing the agreement duration from 1,288 days to 1,382 days.
- 14. GRANT AN ELECTRICAL EASEMENT TO THE CITY OF SAN DIEGO:**  
RECOMMENDATION: Adopt Resolution No. 2016-0013, authorizing the President/CEO to negotiate and execute an electrical easement with the City of San Diego.
- 15. APPROVE AND AUTHORIZE CONSENT TO A HANGAR SUBLEASE AGREEMENT:**  
RECOMMENDATION: Adopt Resolution No. 2016-0014, approving and authorizing the President/CEO to negotiate and consent to a Hangar Sublease Agreement between Landmark Aviation GSO-SAN, LLC and MedImpact Aviation Hangar, LLC.
- 16. APPROVE AND AUTHORIZE A CONSENT TO ASSIGNMENT WITH BBA AVIATION PLC:**  
RECOMMENDATION: Adopt Resolution No. 2016-0015, approving and authorizing the President/CEO to negotiate and execute a Consent to Assignment with BBA Aviation, PLC.

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

- 17. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH MERRIWETHER & WILLIAMS INSURANCE SERVICES TO PROVIDE CONSULTING SERVICES FOR THE BOND AND CONTRACT FINANCING SERVICES PROGRAM:**  
RECOMMENDATION: Adopt Resolution No. 2016-0016, approving and authorizing the President/CEO to execute an agreement with Merriwether & Williams Insurance Services to provide Bond and Contract Finance Consulting Services for a (3) year term with two (2), one-year extension options for a maximum amount payable of \$1,250,000.

**ITEM(S) REMOVED FROM THE CONSENT AGENDA**

**4. FEBRUARY 2016 LEGISLATIVE REPORT:**

Board Member Boling expressed concern regarding H.R. 4441, and recommended that a separate resolution be adopted opposing H.R. 4441 (Shuster) – The Aviation Innovation, Reform and Reauthorization Act of 2016. She stated that it should be adopted based on the findings that airports are not represented on the governing board and that the six year term would leave the Authority with little chance, if any, of increasing the PFC limit or achieving a change to the perimeter rule to assist in reestablishing non-stop service to DCA until 2023.

**ACTION: Moved by Board Member Boling and seconded by Board Member Alvarez to adopt Resolution No. 2016-0017, memorializing the Authority’s opposition to H.R. 4441 (Shuster) – The Aviation Innovation, Reform and Reauthorization Act of 2016 as outlined above, and authorizing the President/CEO to include additional findings. Motion carried by the following vote: YES – Alvarez, Boling, Desmond, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – Cox, Gleason. (Weighted Vote Points: YES – 78; NO – 0; ABSENT-22)**

RECOMMENDATION: Adopt Resolution No. 2016-0006, approving the February 2016 Legislative Report,

**ACTION: Moved by Board Member Desmond and seconded by Board Member Boling to approve staff’s recommendation. Motion carried by the following vote: YES – Alvarez, Boling, Desmond, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – Cox, Gleason. (Weighted Vote Points: YES – 78; NO – 0; ABSENT-22)**

**PUBLIC HEARINGS:** None

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**CLOSED SESSION:** The Board did not meet in Closed Session.

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

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

Diego Concession Group, Inc. v. San Diego County Regional Airport Authority,  
San Diego Superior Court Case No. 37-2012-00088083-CU-BT-CTL

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

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

Dryden Oaks, LLC v. San Diego County Regional Airport Authority, et al.,  
San Diego Superior Court, North County, Case No. 37-2014-00004077-CU-EI-NC



- 20. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Donna Wilson; John Wilson v. San Diego Port Authority; San Diego International Airport; San Diego County Regional Airport Authority  
San Diego Superior Court Case No. 37-2014-00015326-CU-PO-CTL (Meyer)
- 21. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a)):  
Maria Paula Bermudez v. San Diego County Regional Airport Authority, American Airlines, Inc., et al.  
San Diego Superior Court Case No. 37-2015-00022911-CU-PO-CTL.
- 22. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code §54956.9(a) and (d)(1))  
Stanley Moore v. San Diego County Regional Airport Authority, et al  
San Diego Superior Court Case No. 37-2015-00030676-CU-OE-CTL
- 23. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
Cal. Gov. Code § 54956.9(a) and (d).  
In the matter of the Petition of San Diego County Regional Airport Authority for Review of Action by the California Regional Water Quality Control Board in Issuing Order No. R9-2013-0001, as amended by Orders Nos. R9-2015-0001 and R9-2015-0100 (NPDES NO. CAS0109266) [Water Code §§ 13320(a) and 13321(a)]
- 24. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION AND EXISTING LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(a) and 54956.9(b).)  
Jay A. Bass, et al v. San Diego City Employees' Retirement System, et al.,  
San Diego Superior Court Case No. 37-2013-00077566-CU-OE-CTL
- 25. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9 (b) and 54954.5.)  
Re: Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board regarding submission of technical reports pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.  
Number of potential cases: 1
- 26. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Initiation of litigation pursuant to Cal. Government Code § 54956.9(d).)  
Number of cases: 2
- 27. PUBLIC EMPLOYEE EMPLOYMENT:**  
Cal. Gov. Code §54957  
Title: General Counsel

**REPORT ON CLOSED SESSION:**

**NON-AGENDA PUBLIC COMMENT:**

**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:**

Board Member Desmond requested that staff review the options being offered at the upcoming San Diego Association of Governments (SANDAG) Board of Directors' retreat in March regarding the funding options for airport related projects being discussed, and update the Board Members who will be attending the retreat on behalf of the Authority.

The Board concurred that Board Member Janney would attend the SANDAG retreat on behalf of the Authority to address this issue.

**ADJOURNMENT:** The meeting adjourned at 9:38 a.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD THIS 17<sup>TH</sup> DAY OF MARCH, 2016.

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

**DRAFT**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD  
MINUTES  
FRIDAY, FEBRUARY 26, 2016 AND SATURDAY, FEBRUARY 27, 2016  
SAN DIEGO INTERNATIONAL AIRPORT  
ORVILLE AND WILBUR WRIGHT CONFERENCE ROOM**

**CALL TO ORDER:**

Chair Gleason called the special meeting of the San Diego County Regional Airport Authority Board to order at 1:05 P.M., on Friday, February 26, 2016, in the Orville and Wilbur Wright Conference Room at the San Diego International Airport, 3225 N. Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:****ROLL CALL:**

PRESENT: Board Members: Alvarez, Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom

ABSENT: Board Members: Berman (Ex Officio), Woodworth (Ex Officio), Ortega (Ex Officio)

ALSO PRESENT: Thella F. Bowens, President/CEO; Breton K. Lobner, General Counsel; Tony R. Russell, Director, Corporate & Information Governance/ Authority Clerk

**BOARD WORKSHOP:**

Trudy Sopp, Ph.D., Co-Director, the Centre for Organization Effectiveness, provided an overview of the agenda and ground rules for the retreat.

**1. DISCUSSION REGARDING THE DEFINITION OF A SUSTAINABLE ORGANIZATION:**

Trudy Sopp, Co-Director, the Centre for Organization Effectiveness and Gary Magenta, Senior Vice President, Root Inc. facilitated a discussion around the definition of a sustainable organization.

**2. INDUSTRY UPDATE AND DISCUSSION:**

Stephen D. Van Beek, Ph.D., Vice President, ICF International, provided a presentation on the Industry and Policies impacting airports which included Air Service and San Diego; Aviation System Dynamics & Airports; Four Customer Disruptions; and Policy Development and Implications for Airports.

***The Board adjourned the meeting at 5:00 p.m. to Saturday, February 27, 2016 at 8:30 a.m.***

***The Board reconvened at 8:42 a.m. on Saturday, February 27, 2016. Board Members Berman (Ex Officio), Woodworth (Ex Officio) and Ortega (Ex Officio) were ABSENT.***

**3. REVIEW OF THE AUTHORITY'S STRATEGIC FRAMEWORK:**

Thella F. Bowens, President/CEO and Gary Magenta, Senior Vice President, Root Inc. led a discussion regarding the Authority's Strategic Framework, which included the Mission, Vision, Strategies, Values, the FY 2016 Initiatives and the FY 2017 Work Plan.

**4. DISCUSSION REGARDING GOOD GOVERNANCE:**

Gary Magenta, Senior Vice President, Root Inc. led a discussion regarding good governance which included a discussion among Board Members around how the Board can be more effective.

**ADJOURNMENT:** The meeting was adjourned at 2:00 p.m.

APPROVED BY A MOTION OF THE BOARD OF THE SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY THIS 17<sup>th</sup> DAY OF MARCH, 2016.

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**2**

Meeting Date: **MARCH 17, 2016**

**Subject:**

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

**Recommendation:**

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

**Background/Justification:**

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

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

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

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

**Fiscal Impact:**

Board and Committee Member Compensation is included in the FY 2016 Budget.

**Authority Strategies:**

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

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

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

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

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

**APRIL BOLING**

SDCRAA  
**MAR 07 2016**  
 Corporate & Information Governance

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

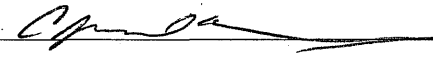
**Board Member Event/Meeting/Training Report Summary**

Period Covered: Feb. 2016

**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:
C. APRIL BOLING		3/02/16
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: 2/8/16 Time: 9:00 Location: Airport	Airport Executive/Finance Committee Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/18/16 Time: 9:00 Location: Airport	ALUC Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/26/16 Time: 1:00 Location: Airport	Board Retreat/Dinner
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/27/16 Time: 8:30 Location: Airport	Board Retreat
<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: 



**GREG COX**

## SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## Board Member Event/Meeting/Training Report Summary

Corporate &amp; Information Governance

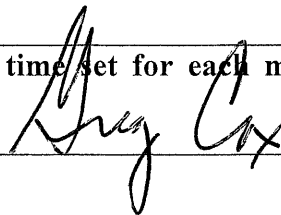
Period Covered: FEBRUARY 1-29, 2016

**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		FEBRUARY 27, 2016
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: FEBRUARY 8, 2016 Time: 9:00 am Location: SDIA	SPECIAL BOARD MEETING EXECUTIVE / FINANCE COMMITTEE MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: FEBRUARY 26, 2016 Time: 2:30 pm Location: SDIA	SPECIAL BOARD MEETING BOARD WORKSHOP
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: FEBRUARY 27, 2016 Time: 9:30 am Location: SDIA	SPECIAL BOARD MEETING BOARD WORKSHOP
<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: \_\_\_\_\_



**ROBERT GLEASON**

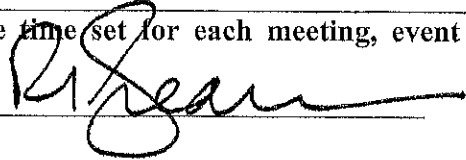
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: FEBRUARY 2016

SDCRAA <b>MAR 09 2016</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 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
ROBERT H. GLEASON		March 8, 2016
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: February 8, 2016 Time: 9:00 am Location: SDCRAA offices	Executive / Finance Committee meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: February 26, 2016 Time: 1:00 pm Location: SDCRAA offices	Board Retreat
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: February 27, 2016 Time: 8:30 am Location: SDCRAA offices	Board Retreat
<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: 

**LLOYD HUBBS**

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

Period Covered: Feb. 2016

SDCRAA MAR 01 2016 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 2009-0007. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
LLOYD HUBBS		2-27-16
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: 2-1-16 Time: 10:00 Location: BOARD RM	AUDIT Committee
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2-8-16 Time: 9:00 Location: BOARD RM	Executive Comm
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2-18-16 Time: 9:00 Location: BOARD RM	BOARD/ALUC
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2-26-16 Time: 1:00 Location: AUTH. CONF.	BOARD WORKSHOP
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2-27-16 Time: 8:30 Location: AUTH CONF.	BOARD WORKSHOP
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

**JIM JANNEY**

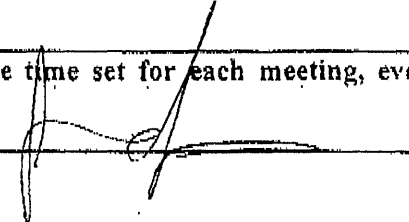
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 Corporate & Information Governance

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: February 2016

**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 (Printed)		DATE OF THIS REPORT
Jim Sweeney		3-3-16
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
Brown Act Pre-approved Res. 2009-0149R	Date: 2-8-16 Time: 0900 Location: SDCRAA	Exec & Finance Mtg
Brown Act Pre-approved Res. 2009-0149R	Date: 2-18-16 Time: 0900 Location: SDCRAA	Board & ALUC Mtg
Brown Act Pre-approved Res. 2009-0149R	Date: 2-19-16 Time: 0900 Location: SANDAG	SANDAG Transportation Mtg
Brown Act Pre-approved Res. 2009-0149R	Date: 2-26-16 Time: 1200 Location: SDCRAA	Board Retreat
Brown Act Pre-approved Res. 2009-0149R	Date: 2-27-16 Time: 0800 Location: SDCRAA	Board Retreat
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	

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

Signature: 



**PAUL ROBINSON**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: 2/29/16

**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.

<b>BOARD MEMBER NAME: (Please print)</b>		<b>DATE OF THIS REPORT:</b>
Paul E. Robinson		2-29-16
<b>TYPE OF MEETING</b>	<b>DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING</b>	<b>SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING</b>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/1/16 Time: 10:00a.m. Location: SDCRAA Bd. Rm	Audit Comm. Mtg.
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/2/16 Time: 9:00 a.m. — 10:30 a.m. Location: SDCRAA Bd Rm	SDCRAA Exec. / Finance Comm Mtg.
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/18/16 Time: 9:00 — 10:30 a.m. Location: SDCRAA Bd Rm	SDCRAA Bd / ALUC Mtg.
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/26/16 Time: 1:00 — 5:00 p.m. Location: Comm Admin Offices	SDCRAA Retreat
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/27/16 Time: 8:30 — 2:00 p.m. Location: Admin Offices	SDCRAA Retreat
<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: 

**MARY SESSOM**

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

SDCRAA  
 MAR 09 2016  
 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: (Please print)		DATE OF THIS REPORT:
MARY Sessom		3/9/16
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: 2/1/16 Time: 9:00 am Location: SDCRAA	AUDIT COMMITTEE MEETING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/18/16 Time: 10:00 am Location: SDCRAA	BOARD/ALWC MEETING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/26/16 Time: 1:00 pm Location: SDCRAA	BOARD RETREAT
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/27/16 Time: 8:30 am Location: SDCRAA	BOARD RETREAT
<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: *Mary Sessom*



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**3**

Meeting Date: **MARCH 17, 2016**

**Subject:**

**Awarded Contracts, Approved Change Orders from January 25, 2016 through February 21, 2016 and Real Property Agreements Granted and Accepted from January 25, 2016 through February 21, 2016**

**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 - January 25, 2016- February 21, 2016**



**New Contracts**

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
01/26/16	N/A	Austin Faure Productions	The Contractor will provide video production and digital design services; in support of airport initiatives at the San Diego International Airport.	Informal RFP	Vision Voice & Engagement	\$48,950.00	01/14/17
01/26/16	N/A	KV & Associates, LLC	The Contractor is one of two pre-qualified and approved to bid on promotional item fulfillment services in support of marketing activities for San Diego International Airport. The contract value reflects the total not-to-exceed cost for the entire pool of contractors for this service.	RFP	Vision Voice & Engagement	\$500,000.00	01/14/19
01/15/16	N/A	AMC Promotional Items	The Contractor is one of two pre-qualified and approved to bid on promotional item fulfillment services in support of marketing activities for San Diego International Airport. The contract value reflects the total not-to-exceed cost for the entire pool of contractors for this service.	RFP	Vision Voice & Engagement	\$500,000.00	01/14/19
1/28/2016	N/A	Wirtz Quality Installations, Inc.	The Contractor is being added to an existing pool of contractors pre-approved to bid for on-call flooring services at San Diego International Airport. The contract amount reflects the total value remaining for the entire pool of contractors for this service.	RFQ	Facilities Management	\$208,558.00	1/30/2017
1/29/2016	N/A	Vautier Communications, Inc.	The Contractor will provide leadership development training to Executive staff of San Diego County Regional Airport Authority.	Informal RFP	Vision Voice & Engagement	\$45,000.00	1/14/2019
2/1/2016	N/A	Fern Street Community Arts, Inc.	The Contractor will participate in a Performing Arts Residency Program at San Diego International Airport.	Informal RFP	Vision Voice & Engagement	\$25,000.00	12/31/2016
2/20/2016	N/A	Curriculum Tech, Inc.	The Contractor will provide professional online course development services for the San Diego County Regional Airport Authority.	Informal RFP	Vision Voice & Engagement	\$40,000.00	2/14/2019





**New Contracts Approved by the Board**

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
			None				

**Attachment "A"**

**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN January 25, 2016 - February 21, 2016**

 <b>Amendments and Change Orders</b>									
Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value ( % ) (+ / - )	New Contract Value	New End Date
1/24/2016	N/A	Ace Parking Management, Inc.	The Second Amendment adds related services to the Scope of Work requiring the Contractor to develop, integrate, test and maintain parking reservation system software at San Diego International Airport. There is no increase in compensation.	Ground Transportation	\$29,000,000.00	\$0.00	0%	\$29,000,000.00	3/15/2017
1/25/2016	N/A	The Jones Payne Group	The First Amendment increases the maximum amount of compensation by \$760,000 and revises the Table of Hourly Rates for On call Architectural and Engineering Consulting Services in support of the Quieter Home Program.	Airport Planning	\$19,000,000.00	\$760,000.00	4%	\$19,760,000.00	12/31/2016
1/26/2016	N/A	Baron Center, Incorporated	The First Amendment increases the maximum amount payable by \$40,000 for unanticipated and unforeseeable Human Resource Support Services associated with threat assessment, administrative investigations and organizational development for San Diego County Reginal Airport Authority.	Vision Voice & Engagement	\$50,000.00	\$40,000.00	80%	\$90,000.00	7/31/2016
2/1/2016	N/A	Zoological Society of San Diego	The First Amendment adds the subcontractor <i>Sky Hunters-Habitat Management</i> to the contract for Least Tern Management & Monitoring Services at San Diego International Airport. There is no increase in compensation.	Environmental	\$450,000.00	\$0.00	0%	\$0.00	12/31/2018
2/8/2016	N/A	PMWeb, Inc.	The First Amendment revises the contract to include a clarifying payable breakdown of provided services previously omitted. There is no increase in compensation.	Facilities Development	\$600,000.00	\$0.00	0%	\$0.00	4/30/2017
 <b>Amendments and Change Orders-Approved by the Board</b>									
2/17/2016	N/A	Leighfisher, Inc.	This Amendment was approved by the Board at the December 17, 2015 Board Meeting. The Fourth Amendment increases the maximum amount payable by \$2,570,000.00 and extends the term by four years for the Airport Development Plan (ADP) Environmental Analyses for San Diego International Airport.	Airport Planning	\$6,122,145.00	\$2,570,000.00	42%	\$8,692,145.00	2/21/2020



## Attachment "B"

## REAL PROPERTY AGREEMENTS EXECUTED FROM JANUARY 25, 2016 TO FEBRUARY 21, 2016



### Real Property Agreements

Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
1.20.16 – 12.31.20	LE-0883	Airport Van Rental	Concession Agreement/License	N/A	Off-Airport Rental Car Concession Agreement	N/A	Greater of \$100 or 10% of revenue per month	N/A
1.20.16 – 12.31.20	LE-0881	Pneuma	Concession Agreement/License	N/A	Off-Airport Rental Car Concession Agreement	N/A	Greater of \$100 or 10% of revenue per month	N/A
1.20.16 – 12.31.20	LE-0884	RLZ Inc	Concession Agreement/License	N/A	Off-Airport Rental Car Concession Agreement	N/A	Greater of \$100 or 10% of revenue per month	N/A
1.20.16 – 12.31.20	LE-0882	South CA A1	Concession Agreement/License	N/A	Off-Airport Rental Car Concession Agreement	N/A	Greater of \$100 or 10% of revenue per month	N/A
1.20.16 – 12.31.20	LE-0885	Flight Car Inc	Concession Agreement/License	N/A	Off-Airport Rental Car Concession Agreement	N/A	Greater of \$100 or 10% of revenue per month	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
2/16/2016	LE-0670	HG-CV-Epicure-Martinez San Diego JV	Second Amendment to News & Gift Concession Agreement Package #2	Terminals 1 & 2	Retail Concession	N/A	The greater of the Minimum Annual Guarantee or 17% of Gross Receipts	Amendment to extend the term for final consideration for termination of two commuter terminal locations, removal of Gaslamp Quarter News location and addition of 3 new concession locations in Terminal 2 West.
2/16/2016	LE-0671	HG-CV-Epicure-Martinez San Diego JV	Second Amendment to News & Gift Concession Agreement Package #7	Terminals 1 & 2	Retail Concession	N/A	The greater of the Minimum Annual Guarantee or 17% of Gross Receipts	Amendment to extend the term for final consideration for termination of two commuter terminal locations, removal of Gaslamp Quarter News location and addition of 3 new concession locations in Terminal 2 West.



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**4**

Meeting Date: **MARCH 17, 2016**

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**Subject:**

**March 2016 Legislative Report**

**Recommendation:**

Adopt Resolution No. 2016-0019, approving the March 2016 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 March 2016 Legislative Report updates Board members on legislative activities that have taken place since the previous board meeting. The Authority Board provides direction to staff on legislative issues by adoption of a monthly Legislative Report (Attachment A).

**State Legislative Action**

February 19, 2016 was the deadline for State legislators to introduce bills to be considered in 2016.

The Authority's legislative team recommends that the Board adopt a SUPPORT position on the following bills: AB 2161 (Quirk) and SCR 114 (Fuller).

- AB 2161 (Quirk) would authorize insurers to offer discounts on insurance policies covering damage or loss or liability based on the installation of vehicle barriers in parking facilities.
- SCR 114 (Fuller) is a Senate Concurrent Resolution that would designate the month of April 2016 as Aviation Awareness Month.

The Authority's legislative team recommends that the Board adopt an OPPOSE position on AB 1841 (Irwin).

- AB 1841 (Irwin) would require the Office of Emergency Services (OES) to develop and transmit to the State Legislature a state-wide response plan to cybersecurity attacks on critical infrastructure systems. It further requires OES to develop a comprehensive cybersecurity plan and standards for state agencies.

The Authority's legislative team recommends that the Board adopt a WATCH position on the following bills: AB 1595 (Campos), AB 1820 (Quirk), AB 2257 (Maienschein), AB 2320 (Calderon & Low), SB 949 (Jackson), SB 1215 (Allen), and SB 1231 (Hueso).

- AB 1595 (Campos) would require private or public employers that provide mass transportation services (specifically excluding taxi services or travel by air), to train employees to recognize the signs of human trafficking and how to report those signs to the appropriate law enforcement agency. The bill also requires that by January 1, 2018, the training is incorporated into the initial training for all new employees and that all existing employees receive the training.
- AB 1820 (Quirk) would provide conditions as to how law enforcement agencies operate and obtain drones as well as how the data and information they gather is used and stored.
- AB 2257 (Maienschein) would require the online posting of an agenda by a local agency to have a prominent direct link to the current agenda itself. This link would be required to be placed on the agency's internet homepage and not in a contextual menu.
- AB 2320 (Calderon & Low) is a placeholder "spot bill" that would state the intent of the State Legislature to enact legislation to regulate unmanned aircraft systems.
- SB 949 (Jackson) would authorize the Governor to require owners and operators of critical infrastructure to submit information regarding their operations to the Office of Emergency Services (OES) when requested. Critical infrastructure information obtained pursuant to this bill would be confidential and not subject to disclosure under the California Public Records Act, subpoena, or discovery, or admissible as evidence in any private civil action.
- SB 1215 (Allen) would establish the California Aerospace Commission to foster the development of activities in the state across a broad spectrum of aerospace and aviation related endeavors, including travel, business development, research, manufacturing, tourism, and education.
- SB 1231 (Hueso) is a placeholder "spot bill" that would declare the intent of the State Legislature to enact legislation that is applicable to charter-party carriers.

**Federal Legislative Action**

The Authority's legislative team recommends that the Board adopt a WATCH position on H.R. 3584 (Katko). This bill is a compilation of several security-related bills that would reform Transportation Security Administration programs. Specifically, H.R. 3583 would: establish a secure, automated, biometric-based system for PreCheck passenger verification; expand enrollment in PreCheck; ensure PreCheck screening lanes are open and available during peak and high-volume travel times; establish a secure, automated system at large hub airports for identity verification; develop a process for regular evaluation of checkpoint screening errors; and require the completion of a comprehensive agency-wide review.

**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. 2016-0019

A RESOLUTION OF THE BOARD OF THE SAN  
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
APPROVING THE MARCH 2016 LEGISLATIVE  
REPORT

WHEREAS, the San Diego County Regional Airport Authority (“Authority”) operates San Diego International Airport as well as 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 March 2016 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 regular meeting this 17<sup>th</sup> day of March, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY RUSSELL  
DIRECTOR, CORPORATE  
& INFORMATION GOVERNANCE/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

March 2016 Legislative Report

State Legislation

**New Assembly Bills**

**Legislation/Topic**

**AB 1595 (Campos) – Employment: human trafficking training: mass transportation employers**

**Background/Summary**

This bill would require a private or public employer that provides mass transportation services (specifically excluding taxi services or travel by air), to train its employees who are likely to interact or come into contact with victims of human trafficking, in recognizing the signs of human trafficking and how to report those signs to the appropriate law enforcement agency. The bill would require that by January 1, 2018, the training be incorporated into the initial training process for all new employees and that all existing employees receive the training.

**Anticipated Impact/Discussion**

This bill is not expected to directly impact Authority operations or training requirements, due to the exemption for providers of travel by air.

**Status:** 2/1/16 – Referred to Assembly Committee on Law Enforcement

**Position:** Watch

**Legislation/Topic**

**AB 1820 (Quirk) – Unmanned Aerial Systems**

**Background/Summary**

This bill would provide conditions on how law enforcement agencies operate and obtain drones as well as how the data and information they gather is used and stored.

Specifically, this bill would:

- Prohibit a law enforcement agency from using a drone, obtaining a drone from another public agency by contract, loan or other arrangement or using information obtained from a drone used by another public agency except as provided by this bill's provisions
- Apply to all law enforcement agencies and private entities when contracting with or acting as the agent of a law enforcement agency when using a drone
- Require law enforcement agencies to create a policy on their use of drones and make it publicly available

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

- Prohibit a law enforcement agency from using a drone for surveillance of private property without obtaining a search warrant from the appropriate jurisdiction
- Require images, footage and data obtained through the use of drones to be destroyed within one year except as specified
- Prohibit a law enforcement agency from equipping or arming drones with weapons or other devices that can be carried by, directed by, or launched from that drone
- Provide that specified surveillance restrictions on electronic devices apply to the use or operation of drones by a law enforcement agency

### **Anticipated Impact/Discussion**

Although this bill would not directly impact SDIA operations, it could result in changes to Harbor Police operations and protocol, resulting in adjustments to our engagement with law enforcement.

**Status:** 2/09/16 – Introduced in the Assembly

**Position:** Watch

### **Legislation/Topic**

**AB 1841 (Irwin) – Cyber Security**

### **Background/Summary**

This bill would require the Office of Emergency Services (OES) to develop and transmit to the State Legislature a state-wide response plan to cybersecurity attacks on critical infrastructure systems. The bill would further require the office to develop a comprehensive cybersecurity strategy setting standards for state agencies for preparation and defense. AB 1841 would require state agencies and authorize private entities to report their cybersecurity strategy to the office, but would prohibit the disclosure of the office's state-wide strategy as well as the cybersecurity strategies of individual agencies and private entities.

### **Anticipated Impact/Discussion**

Having an outside agency mandate the standards for cybersecurity strategies would place a burden on Authority operations, as it is unclear that an external agency would be able to create a strategy that properly addresses the uniqueness of an airport versus other forms of critical infrastructure. Also, AB 1841 does not consider the National Institute of Standards and Technology (NIST) framework - the federal agency that provides guidance on cyber strategies. This could create two competing sets of standards. AB 1841 would require the Authority to share highly sensitive information with external parties, which could increase the possibility of a security breach and exposing the Authority to greater risk of cyber-threat.

**Status:** 2/9/16 – Introduced in the Assembly

**Position:** Oppose

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



**Legislation/Topic**

**AB 2161 (Quirk) – Parking lots: design insurance discount**

**Background/Summary**

This bill would require the California Building Standards Commission with the State Architect and the State Fire Marshal, to consider standards for the installation of vehicle barriers to protect pedestrians and property from vehicle collisions. The bill would also authorize insurers to offer discounts on a property owner's insurance covering damage or loss or liability based on any reduced risk resulting from the installation of vehicle barriers.

**Anticipated Impact/Discussion**

The passage of this this bill could benefit the Authority via discounted insurance premiums for SDIA parking facilities.

**Status:** 2/18/16 – Introduced in the Assembly

**Position:** Support

**Legislation/Topic**

**AB 2257 (Maienschein) – Local agency meetings: agenda online posting**

**Background/Summary**

This bill would require an online posting of an agenda by a local agency to have a prominent direct link to the current agenda itself. It would also require the link to be on the local agency's Internet website homepage, not in a contextual menu on the homepage.

**Anticipated Impact/Discussion**

The passage of this this bill would require the Airport Authority to post meeting agendas in the manner specified by AB 2257.

**Status:** 2/19/16 – Introduced in the Assembly

**Position:** Watch

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

**Legislation/Topic**

**AB 2320 (Calderon & Low) – Unmanned Aircraft Systems: regulation**

**Background/Summary**

AB 2320 is currently a placeholder “spot bill” and would state the intent of the State Legislature to enact legislation to regulate unmanned aircraft systems.

**Anticipated Impact/Discussion**

This bill will be monitored by Authority staff as the author develops more substantive bill language.

**Status:** 2/19/16 – Introduced in the Assembly

**Position:** Watch

**New Senate Bills**

**Legislation/Topic**

**SCR 114 (Fuller) – Aviation Awareness Month**

**Background/Summary**

SCR 114 is a Senate Concurrent Resolution that would designate the month of April 2016 as Aviation Awareness Month.

**Anticipated Impact/Discussion**

This resolution would benefit the Authority by creating additional opportunities for outreach and visibility regarding our legislative priorities and other activities.

**Status:** 2/23/16 – Introduced in the Senate and referred to the Senate Committee on Rules

**Position:** Support

**Legislation/Topic**

**SB 949 (Jackson) – Emergency services: critical infrastructure information**

**Background/Summary**

This bill would authorize the Governor to require owners and operators of critical infrastructure to submit information regarding their operations to the Office of Emergency Services or any other designee, for the purposes of gathering, analyzing, communicating or disclosing critical infrastructure information. This bill also provides that critical infrastructure information obtained pursuant to this bill would be confidential and not subject to disclosure under the California Public Records Act, subpoena, discovery or admissible as evidence in any private action.

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

**Anticipated Impact/Discussion**

This bill would require Airport Authority staff to provide critical infrastructure information to the Office of Emergency Services when requested by the Governor.

**Status:** 2/18/16 – Referred to Senate Committee on Governmental Organization and the Senate Committee on the Judiciary

**Position:** Watch

**Legislation/Topic**

**SB 1215 (Allen) – California Aerospace Commission**

**Background/Summary**

This bill would establish the California Aerospace Commission to foster the development of activities in the state related to aerospace, including, but not limited to: aviation, commercial and governmental space travel, unmanned aerial vehicles, aerospace education and job training, infrastructure and research launches, manufacturing, academic and applied research, economic diversification, business development, tourism, and education.

**Anticipated Impact/Discussion**

The passage of this bill could benefit the Authority by creating additional interest and resources in aviation and its related fields.

**Status:** 2/19/16 – Introduced in the Senate

**Position:** Watch

**Legislation/Topic**

**SB 1231 (Hueso) – Charter-party carriers of passengers: consumer protection**

**Background/Summary**

SB 1231 is currently a placeholder “spot bill” and would declare the intent of the State Legislature to enact legislation that would address consumer protection with respect to charter-party carriers of passengers.

**Anticipated Impact/Discussion**

This bill will be closely monitored as the author develops more substantive bill language.

**Status:** 2/19/16 – Introduced in the Senate

**Position:** Watch

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

## **Assembly Bills from Previous Report**

### **Legislation/Topic**

**AB 1648 (Wilk) – Public Records**

### **Background/Summary**

This bill would amend the California Public Records Act by prohibiting a state or local agency from selling, exchanging, furnishing or otherwise providing a public record that is subject to disclosure to a private entity in a manner that prevents a member of the public from sharing, distributing, or publishing the public record subject to disclosure.

### **Anticipated Impact/Discussion**

The passage of this this bill is not expected to impact the Airport Authority.

**Status:** 2/4/16 – Referred to Assembly Committee on the Judiciary and Assembly Committee on Accountability and Administrative Review

**Position:** Watch (2/18/16)

### **Legislation/Topic**

**AB 1657 (O'Donnell) – Air Pollution: public ports and intermodal terminals**

### **Background/Summary**

This bill would establish the Zero- and Near-Zero-Emission Intermodal Terminals Program. This program would be administered by the state Air Resources Board and would fund equipment upgrades and investments at intermodal terminals to help transition the state's freight system to zero-emission and near-zero-emission operations. Funding to implement the program would be appropriated from the Greenhouse Gas Reduction Fund. This bill would also establish the Port Building and Lighting Efficiency Greenhouse Gas Reduction Fund Program. Also funded via the Greenhouse Gas Reduction Fund, this program would fund energy efficient upgrades and investments at public ports to help reduce electrical load and increase on-site renewable energy generation.

### **Anticipated Impact/Discussion**

This bill could potentially benefit San Diego International Airport (SDIA) by allowing local entities and partners, like SANDAG and MTS, to source and identify needed funding for projects that benefit the airport, such as SANDAG's proposed Intermodal Transit Center. Furthermore, the bill could directly benefit SDIA if amended to identify airports as eligible recipients of funds from these programs. The Authority's legislative team plans to work with the California Airports Council, our state legislative consultants, and the bill's author in an effort to include language in this bill identifying airports as eligible recipients of these funds.

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

**Status:** 2/4/16 – Referred to Assembly Committee on Natural Resources and  
Assembly Committee on Transportation

**Position:** Watch (2/18/16)

**Legislation/Topic**

**AB 1661 (McCarty) – Local Government: sexual harassment training and education**

**Background/Summary**

This bill would require local agency officials (defined as any member of a local agency governing body and any elected local agency official) to receive a minimum of two hours sexual harassment training and education if the local agency provides any type of compensation, salary, or stipend to those officials, and would permit a local agency to require its employees to receive sexual harassment training. The local agency officials training would be required within the first six months of taking office or commencing employment and would be required every two years.

**Anticipated Impact/Discussion**

Per existing law, the Authority currently provides sexual harassment training on a bi-annual basis to supervisory employees. This training could be provided to board members as well. The bill does not specify if compensated local officials can be exempted from this requirement if they provide proof and certification of training through another organization with which they are affiliated. The Authority's legislative team plans to work with our state legislative consultants and the bill's author to determine if sexual harassment training taken as an official of another local agency would satisfy the proposed requirements of AB 1661.

**Status:** 2/4/16 – Referred to Assembly Committee on Local Government

**Position:** Watch (2/18/16)

**Legislation/Topic**

**AB 1662 (Chau) – Unmanned Aircraft Systems: accident reporting**

**Background/Summary**

This bill would require the operator of any unmanned aircraft system involved in an accident resulting in injury to an individual or damage to property to immediately land the unmanned aircraft at the nearest safe location. The operator would also be required to provide certain information to the injured party or the owner or person in charge of the damaged property, or place that information in a conspicuous place on the damaged property. A person who violates this requirement would be guilty of a misdemeanor.

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

### **Anticipated Impact/Discussion**

Although this bill would not directly impact SDIA operations, it could result in safer operations of unmanned aircraft and increase accountability for the operators of such aircraft near San Diego International Airport (SDIA).

**Status:** 2/8/16 – Referred to Assembly Committee on Privacy and Consumer Protection and Assembly Committee on Transportation

**Position:** Support (2/18/16)

### **Senate Bills from Previous Report**

#### **Legislation/Topic**

#### **SB 868 (Jackson) – State Remote Piloted Aircraft Act**

#### **Background/Summary**

This bill would enact the State Remote Piloted Aircraft Act, establishing conditions for operating remote piloted aircraft and a requirement for the procurement of liability insurance. It would also authorize the Department of Transportation to adopt reasonable rules and regulations governing the conditions under which remote piloted aircraft may be operated. Unless the consent of the owner/operator, a waiver exemption or other authorization has been obtained, operation of remote piloted aircraft would be prohibited in any of the following circumstances:

- Within 500 feet of “critical infrastructure”
- Within 1,000 feet of a heliport
- Within five miles of an airport
- Within immediate reaches of the “enveloping atmosphere” of private property
- Within airspace of state parks
- Within airspace overlaying lands or waters managed by the Department of Fish and Wildlife
- Within 500 feet of the State Capitol or other buildings housing state legislative offices and chambers
- Within any other area deemed to present an imminent danger to public health and safety

### **Anticipated Impact/Discussion**

This bill would benefit San Diego International Airport (SDIA) by identifying and prohibiting allowable areas for remote piloted aircraft. Additionally, it provides SDIA with a consistent point of contact and authority within the State government (the Department of Transportation) for drone related issues and concerns.

**Status:** 1/28/16 – Referred to Senate Committee on Transportation and Housing and Senate Committee on Public Safety

**Position:** Support (2/18/16)

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

**Legislation/Topic**

**SB 874 (Gaines) – Transportation Network Companies**

**Background/Summary**

SB 874 is currently a placeholder “spot bill” and would make nonsubstantive changes to definitions applicable to transportation network companies (TNCs).

**Anticipated Impact/Discussion**

This bill will be closely monitored by Authority staff as the author develops more substantive bill language.

**Status:** 1/28/16 – Referred to Senate Committee on Rules

**Position:** Watch (2/18/16)

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

## Federal Legislation

### Legislation/Topic

#### **H.R. 3584 (Katko) – Transportation Security Administration Reform and Improvement Act of 2015**

### Background/Summary

H.R. 3584, is a compilation of several other legislative bills and would:

- Authorize a pilot project to establish a secure, automated biometric-based system at airports to verify the identity of PreCheck passengers
- Expand enrollment in PreCheck by adding private sector application capabilities
- Ensure that TSA PreCheck screening lanes are open and available during peak and high-volume travel times at airports
- By December 31, 2017, establish a secure, automated system at all large hub airports for verifying travel and identity documents of passengers who are not members of the TSA PreCheck program
- Develop a process for regularly evaluating the root causes of screening errors at airport checkpoints so corrective measures can be identified
- Require the completion of a comprehensive, agency-wide efficiency review

### Anticipated Impact/Discussion

This bill could benefit operations at SDIA by potentially streamlining TSA operations at checkpoints through biometric-based screening and increased use of the PreCheck program, thereby reducing passenger screening wait times.

**Status:** 2/23/16 – Approved by the House on a voice vote and referred to Senate Committee on Commerce, Science and Transportation

**Position:** Watch

### Legislation/Topic

#### **H.R. 1835 (Mica) – The Air Traffic Controller Reform and Employee Stock Ownership Act of 2015**

### Background/Summary

This bill would privatize some facets of the nation's air traffic control system and create a new private corporation that would oversee functions currently handled by the Federal Aviation Administration (FAA). The Secretary of Transportation would be required to submit a transfer plan to Congress within 60 days of enactment of H.R. 1835.

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



### **Anticipated Impact/Discussion**

This bill is being closely monitored by the Authority's legislative team for any potential impact to San Diego International Airport. Legislation similar to H.R. 1835, which would create a federally-chartered, fully independent, not-for-profit corporation to administer Air Traffic Control (ATC), was included in H.R. 4441, the Aviation Innovation, Reform and Reauthorization Act of 2016.

**Status:** 4/16/15 – Introduced and Referred to the House Committee on Transportation and Infrastructure and the House Committee on Oversight and Government Reform

**Position:** Watch (5/21/15)

### **Legislation/Topic**

**H.R. 2127 (Thompson) – The Securing Expedited Screening Act**

### **Background/Summary**

This bill would require the Transportation Security Administration (TSA) to limit expedited security screening at airports to passengers enrolled in a Department of Homeland Security trusted traveler program, members of the armed forces, and other low-risk travelers.

### **Anticipated Impact/Discussion**

This legislation is not expected to result in any significant impact to San Diego International Airport operations.

**Status:** 7/27/15 – Approved by the House on a voice vote and referred to the Senate Committee on Commerce, Science and Transportation

**Position:** Watch (7/23/15)

### **Legislation/Topic**

**H.R. 2530 (Duckworth) – The Friendly Airports for Mothers Act of 2015**

### **Background/Summary**

This bill would require large and medium hub airports to install and maintain post-security lactation areas at each airport terminal building. These areas must have a locking door, sitting area, flat surface, electrical outlet, and accessibility compliant with the Americans with Disabilities Act (ADA), and must not be located in a restroom.

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

### **Anticipated Impact/Discussion**

The legislation is not expected to require any changes to SDIA airport facilities as post-security lactation areas in the terminals already exist. H.R. 4441, The Aviation Innovation, Reform and Reauthorization Act of 2016 has included language that would require similar accommodations for nursing mothers.

**Status:** 5/21/15 – Introduced and referred to the House Committee on Transportation and Infrastructure

**Position:** Watch (7/23/15)

### **Legislation/Topic**

**H.R. 2750 (Katko) – The Improved Security Vetting for Aviation Workers Act of 2015**

### **Background/Summary**

This bill would codify recommendations issued by the Department of Homeland Security Inspector General related to the vetting and badging of airport employees. This bill would require the establishment of new guidance procedures for the annual review of badging offices by the end of 2015. Inspections will include a review of applicants' Criminal History Records Check (CHRC) and work authorization documentation. The legislation would also require airport badging offices to indicate, on an employee's credentials, the date their authorization to work in the United States ends. Further, the bill would require the Transportation Security Administration (TSA) to review cases involving credentials denied due to issues determining the legal status of an employee. The findings of this review will be used to identify and correct weaknesses of airports.

### **Anticipated Impact/Discussion**

If enacted, Authority staff will coordinate with TSA staff on any actions necessary to implement these new requirements.

**Status:** 7/27/15 – Approved by the House on a voice vote and referred to the Senate Committee on Commerce, Science and Transportation

**Position:** Watch (7/23/15)

### **Legislation/Topic**

**H.R. 2770 (Rice) – The Keeping Our Travelers Safe and Secure Act**

### **Background/Summary**

This bill would require the Transportation Security Administration (TSA) Administrator to develop and implement a preventative maintenance validation process for security-related screening technology at airports.

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

**Anticipated Impact/Discussion**

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

**Status:** 7/27/15 – Approved by the House on a vote of 380-0 and referred to the Senate Committee on Commerce, Science and Transportation

**Position:** Watch (7/23/15)

**Legislation/Topic**

**H.R. 2776 (Cohen) – The Carry-On Freedom Act of 2015**

**Background/Summary**

This bill would direct the Secretary of Transportation to issue regulations that prevent airlines that charge a fee for checked baggage from reducing the size of carry-on luggage from the size standards utilized by airlines on June 8, 2015.

**Anticipated Impact/Discussion**

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

**Status:** 6/15/15 – Introduced and referred to the House Committee on Transportation and Infrastructure

**Position:** Watch (7/23/15)

**Legislation/Topic**

**H.R. 2843 (Katko) – The TSA PreCheck Expansion Act**

**Background/Summary**

This bill would require the Transportation Security Administration (TSA) Administrator to coordinate with private sector partners to increase public enrollment in the PreCheck Program and to maximize the availability of PreCheck screening, particularly during peak and other high volume travel times.

**Anticipated Impact/Discussion**

Authority staff will coordinate with TSA staff as needed to assist in implementing the actions in H.R. 2843 if this legislation is enacted.

**Status:** 7/27/15 – Approved by the House on a voice vote  
12/9/15 – Amended and approved by the Senate Committee on Commerce, Science and Transportation

**Position:** Watch (7/23/15)

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

### **Legislation/Topic**

#### **H.R. 3102 (Katko) – Airport Access Control Security Improvement Act of 2015**

### **Background/Summary**

This bill would direct the Administrator of the TSA to establish a risk-based, intelligence-driven model for screening airport employees based on level of employment related access to secure areas. The Administrator would also be required to determine the types of federal disqualifying criminal offenses to be used in denying employee credentials necessary to access Secure Identification Display Areas (SIDAs) of airports and establish a national database.

### **Anticipated Impact/Discussion**

If enacted, this legislation could alter the current screening process for employees at SDIA and may affect the current process used by Airport Authority staff in determining the eligibility of airport employees obtaining SIDA credentials.

**Status:** 10/6/15 – Approved by the House by voice vote and referred to the Senate Committee on Commerce, Science and Transportation

**Position:** Watch (1/21/16)

### **Legislation/Topic**

#### **H.R. 3384 (Meng) – Quiet Communities Act of 2015**

### **Background/Summary**

This bill would require the Environmental Protection Agency (EPA) to reestablish the Office of Noise Abatement and Control - established in 1972 and defunded since 1982 - and require the Administrator to conduct an airport noise study, and submit the results to Congress.

### **Anticipated Impact/Discussion**

This bill will be monitored by the Authority's legislative staff for any potential impact to San Diego International Airport.

**Status:** 7/29/15 – Introduced and referred to the House Committee on Transportation and Infrastructure and the House Committee on Energy and Commerce

**Position:** Watch (12/17/15)

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

## **Legislation/Topic**

### **H.R. 3965 (Gallego) – FAA Community Accountability Act of 2015**

#### **Background/Summary**

This bill would require the FAA Administrator to undertake actions to limit negative impacts of the implementation of the Next Generation Air Transportation System (NextGen) on individuals living in the vicinity of affected airports and allow the Administrator to give preference to overlays of existing flight paths and procedures to ensure land use compatibility. The following are specific provisions included in the bill:

- The Administrator would be required to appoint an FAA Community Ombudsman for each region of the FAA to serve as a liaison between affected communities and the Administrator.
- Ombudsmen would also monitor the impact of NextGen implementation on communities near affected airports and make recommendations to the Administrator to address community concerns and consider community input.
- FAA could not implement revisions of flight paths or procedures via a categorical exemption (under NEPA) if an ombudsman or airport operator notifies the FAA that proposed changes will have a significant adverse impact on individuals in the vicinity of such airport or if extraordinary circumstances exist.
- FAA would be required to provide a 30-day public comment period before deeming new or revised flight paths covered under a categorical exemption.
- The Administrator would be required to reconsider a flight path or procedure established or revised under NextGen if an FAA Community Ombudsman or affected airport operator notifies the Administrator that the changes would result in significant adverse impact on the human environment in the vicinity of the airport.

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

This legislation would enhance the role of the Authority and residents living in close proximity to the airport during the consideration and implementation of the NextGen Air Transportation System.

**Status:** 11/5/15 – Introduced and referred to the House Committee on Transportation and Infrastructure

**Position:** Support (12/17/15)

## **Legislation/Topic**

### **H.R. 4441 (Shuster) – The Aviation Innovation, Reform and Reauthorization Act of 2016**

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

### **Background/Summary**

This bill would authorize funding for the Federal Aviation Administration and related federal aviation programs for the next six years. A major provision in this legislation would create a new Air Traffic Control Corporation governed by an eleven member board of directors, four of whom would represent airlines. The bill does not include any airport representatives on the governing board. Although H.R. 4441 would increase Airport Improvement Program (AIP) authorizations each fiscal year – reaching a level of approximately \$4 billion in FY 2022 – this bill would not increase the \$4.50 Passenger Facility Charge (PFC) limit. In addition, H.R. 4441 does not include any provision to alter the “perimeter rule” that restricts nonstop flights from Ronald Reagan Washington National Airport (DCA) to a distance of 1,250 miles.

### **Anticipated Impact/Discussion**

Although the increase in AIP funding authorizations proposed in H.R. 4441 would provide some additional funds for SDIA projects, the benefit to SDIA would not be significant. Because there is no increase in the PFC limit, as supported by the airport industry, and because this bill would not provide any assistance in reestablishing a nonstop flight to DCA – both of which are legislative priorities for the Airport Authority – the enactment of H.R. 4441 would result in a “status quo” situation for SDIA. As this bill is a six-year measure, the Airport Authority would have little, if any, chance of increasing the PFC limit or achieving changes to the perimeter rule to assist in reestablishing nonstop service to DCA until 2023 under this legislation. The Authority’s legislative team will work with airport industry advocates and our Congressional delegation members to amend H.R. 4441 as the legislation moves forward.

**Status:** 2/11/16 – Approved by House Transportation and Infrastructure Committee by a vote of 34 to 25

**Position:** Oppose Unless Amended (2/18/16)

### **Legislation/Topic**

#### **S.1608 (Feinstein) – Consumer Safety Drone Act**

### **Background/Summary**

This bill would require the Administrator of the Federal Aviation Administration to issue a regulation governing the operation of consumer drones. Specifically, the regulation would include: limits on altitude for consumer drones; a means of preventing unauthorized operation within protected airspace; a system that enables the avoidance of collisions; a technological means to maintain safety in the event of compromised communications between drone and operator; and a means to prevent tampering with safety mechanisms and educational materials for consumers.

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

### **Anticipated Impact/Discussion**

This legislation would assist Authority staff in maintaining public safety and could help prevent drone incursions on airport property and in the flight path of aircraft operating at SDIA.

**Status:** 6/18/15 – Introduced and referred to the Senate Committee on Commerce, Science and Transportation

**Position:** Support (9/17/15)

### **Legislation/Topic**

#### **S. 2361 (Thune) – Airport Security Enhancement and Oversight Act**

### **Background/Summary**

This bill would require the Administrator of the TSA to determine the level of risk posed to the domestic air transportation system by individuals with unescorted access to secure areas. It would also require additional oversight of the credentialing and vetting process for unescorted personnel. Specifically, the bill includes the following provisions:

- Requires the TSA Administrator to issue guidance to airport operators regarding placement of an expiration date on each airport credential issued to non-U.S. citizens for the time they are authorized to work in the U.S.
- Requires the TSA Administrator to enhance the eligibility requirements and disqualifying criminal offenses for individuals seeking or having unescorted access to an airport SIDA
- Ensures that the TSA Administrator is authorized to receive additional access to Terrorist Identities Datamart Environment data
- Requires the TSA Administrator to develop and implement performance metrics to measure the effectiveness of security for airport SIDAs
- Requires the TSA Administrator to increase covert testing of airport access controls to airport SIDAs
- Requires the TSA Administrator to submit reports to Congress on TSA's actions to improve aviation security under this bill

### **Anticipated Impact/Discussion**

If enacted, this legislation may affect the current process used by Airport Authority staff in determining the eligibility of airport employees to obtain SIDA credentials.

**Status:** 12/7/15 – Approved by Senate Committee on Commerce, Science and Transportation

**Position:** Watch (1/21/16)

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



**SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
STAFF REPORT**

**Item No.  
5**

Meeting Date: **MARCH 17, 2016**

**Subject:**

**Approve an Appointment to the Art Advisory Committee**

**Recommendation:**

Adopt Resolution No. 2016-0008 approving the appointment of Gail Roberts to the Art Advisory Committee.

**Background/Justification:**

Authority Policy 8.50 establishes the Art Advisory Committee (AAC) which is comprised of seven voting members and no more than three ex-officio, non-voting members. Appointments to AAC are completed as follows:

- Six voting members who are Art Professionals or Design Professionals
  - At least two of the six members shall be practicing Artists
  - At least one of the six members shall be actively involved in the performing arts
  - At least two of the six members shall reside outside of San Diego County
- One voting member who serves on the Airport Authority Board
- Up to three ex-officio, non-voting Authority staff members whose departments work closely with the Airport Art Program as determined by the President/CEO

The process to appoint members to the AAC is as follows:

- The Chair of the Board shall appoint one member of the Board to serve as a voting member of the AAC
- The President/CEO shall recommend six individuals who are Art and Design Professionals to serve as voting members of the AAC, subject to appointment by the Board
- The President/CEO shall review interested candidates' qualifications and make recommendations to the Board as follows:
  - Solicit and review qualifications submitted by AAC, staff and interested professionals in the field of design, visual art, performing arts, and literary arts annually or as needed
  - Conduct interviews as needed



APPOINTMENT OF GAIL ROBERTS

The President/CEO recommends that Gail Roberts be appointed to an AAC Art Professional seat that is currently vacant to complete the unexpired term of a prior member. The seat was previously held by Andy Horwitz, who resigned before his term expired. Appointment to the AAC would be from March 2016 – July 2018.

Gail Roberts' artwork has been exhibited nationally and internationally including: Galeria Nacional in San Jose, Costa Rica; Musee Rochefort-en-terre, Brittany, France; Ballinglen Arts Center, Ballycastle, Ireland; Carnegie Museum, Oxnard, CA; Riverside Museum, CA; Fresno Metropolitan Museum, CA; and Madison Art Center, WI. Her work has been critically reviewed in Art in America, Art Ltd., Los Angeles Times, and Modern Painters and is included in permanent collections at the Oakland Museum, Museum of Contemporary Art, San Diego, San Diego Museum of Art, as well as numerous corporate and private collections. Roberts has been awarded the 2010 San Diego Art Prize, a California Arts Council Fellowship and residency fellowships in France, Costa Rica and Ireland. She has completed public art commissions at the Chicago Public Library, Lux Art Institute, and the San Diego International Airport. Gail Roberts received her BFA and MA at the University of New Mexico and previously served as Professor of Art at San Diego State University.

**Fiscal Impact:**

No fiscal impact.

**Authority Strategies:**

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

Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

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

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

**Application of Inclusionary Policies:**

Not Applicable

**Prepared by:**

DIANA LUCERO  
DIRECTOR, VISION, VOICE & ENGAGEMENT

RESOLUTION NO. 2016-0008

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY APPROVING THE APPOINTMENT OF  
GAIL ROBERTS TO THE ART ADVISORY  
COMMITTEE

WHEREAS, the operations, procedures and activities of the San Diego County Regional Airport Authority (“Authority”) and its Board’s committees are guided by, among other things, the Authority’s Policies and Codes; and

WHEREAS, the Board adopted Policy 8.50, entitled Policy for the Airport Authority Art Program, which governs the appointment of Art Committee (“AAC”) members; and

WHEREAS, the AAC is advisory in nature and makes recommendations to the President/CEO on matters relating to the Art Program upholding the Airport Art Program mission, ensuring the Airport Art Program policies and procedures are followed, and supporting the development and stewardship of the Airport Art Program; and

WHEREAS, Authority Policy 8.50 states that the AAC will be comprised of:

- a) Six voting members who are Arts Professionals or Design Professionals
- b) One voting member who serves on the Board
- c) Up to three *ex-officio* non-voting Authority staff members whose departments work closely with the Airport Art Program, as determined by the President/CEO; and

WHEREAS, of the six voting members who are art or design professionals, two shall reside outside of San Diego County, and one shall be actively involved in the performing arts; and

WHEREAS, the President/CEO shall review interested candidate’s qualifications and make recommendations to the Board for approval and appointment; and

WHEREAS, the President/CEO recommends Gail Roberts for appointment on the ACC as one of the six art/design professionals.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the appointment of Gail Roberts to serve on the Art Advisory Committee for the terms indicated on “Attachment A”.

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 17<sup>th</sup> day of March 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

## Attachment A

### Art Advisory Committee

Current Committee Members      Total length of Term      Beginning of Term      End of Term

Deborah L. Van Huis Design Professional (Committee Chair)	3 Years	June 2014	June 2017
Ben Fyffe Art Professional (Outside San Diego County Resident)	3 Years	June 2014	June 2017
<del>Andy Horwitz</del> Gail Roberts Art Professional	3 years	July 2015	July 2018
Chike C. Nwoffiah Art Professional (Outside San Diego County Resident/ Involved in Performing Arts)	3 years	July 2015	July 2018
Michael Soriano Art Professional	3 years	September 2013	June 2016
Indra Gardiner Art Professional (Committee Vice Chair)	3 years	September 2013	June 2016
Robert H. Gleason – Authority Board Member	At Board Chair’s discretion	n/a	n/a
Bob Bolton – Authority Staff (Ex-Officio Member)	At President/CEO’s discretion	n/a	n/a
Diana Lucero – Authority Staff (Ex-Officio Member)	At President/CEO’s discretion	n/a	n/a



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**6**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

**Reject the Claim of Maya Sanchez**

**Recommendation:**

Adopt Resolution No. 2016-0020, rejecting the Claim of Maya Sanchez.

**Background/Justification:**

On February 8, 2016, Maya Sanchez filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging that her home sustained damage after undergoing sound insulation treatment by the Quieter Home Program ("QHP") administered by the San Diego County Regional Airport Authority. Ms. Sanchez does not give an estimation of damages as she claims they are unknown.

Sanchez states in her claim that the Authority breached its duties under the QHP Homeowner Participation Agreement, specifically its duties to employ and supervise a competent construction company to perform construction at her home. She also alleges latent construction defects due to substandard work done by Koch Construction in 2008 resulted in damages to her home.

Sanchez's claim should be denied. An investigation into the allegations as set forth above included a review of the claimant's QHP file and an inspection of the premises by QHP personnel, representatives from both the window manufacturer and the construction company, as well as the homeowner's representative. The damage was determined to exist at a single window and only affecting those parts not treated as part of the QHP program.

**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 §15065.

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:**

SUZIE JOHNSON  
GENERAL COUNSEL

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
ACCIDENT OR DAMAGE CLAIM FORM

Please complete all sections.  
Incomplete submittals will be returned, unprocessed.  
Use a typewriter or print in ink.

**CLAIM FORM SUBMITTED MUST HAVE AN ORIGINAL "WET" SIGNATURE**

FOR AUTHORITY CLERK USE ONLY

Document No.: CL-261

Filed: 2.8.16

1) Claimant Name: <u>Maya Sanchez</u>	
2) Address to which correspondence regarding this claim should be sent: <u>3537 Browning Street, San Diego, CA 92106</u>	
Telephone No.: <u>(619) 8763618</u>	Date: <u>Feb. 2, 2016</u>
3) Date and time of incident: <u>Continuously, From Jan 1, 2009 to present date</u>	
4) Location of incident: <u>3537 Browning St., San Diego, CA 92106</u>	
5) Description of incident resulting in claim:	
<ol style="list-style-type: none"> <li>1. Airport Authority breached its duties under the Quieter Homes Program Homeowner Participation Agreement.</li> <li>2. Airport Authority breached its duty to employ and supervise a competent construction company to perform construction at claimant's home at 3537 Browning St., San Diego.</li> <li>3. Latent construction defects in substandard work done by Koch Construction resulted in damages to claimant's home.</li> </ol>	
<div style="border: 1px solid blue; padding: 5px; width: fit-content; margin: 0 auto;"> <p>SDCRAA FEB 08 2016 Corporate &amp; Information Governance</p> </div>	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known:	
<u>All employees of Quieter Home Program</u>	
7) Persons having firsthand knowledge of incident:	
Witness (es)	Physician(s):
Name: <u>Maya Sanchez</u>	Name:
Address:	Address:
<u>3537 Browning St., San Diego, 92106</u>	
Phone:	Phone:
<u>(619) 876-3618</u>	

8) Describe property damage or personal injury claimed:

Claimant's home at 3537 Browning St was damaged as a consequence of latent construction defects in construction by Koch Corporation, the company employed by Quieter Homes to perform construction.

9) Owner and location of damaged property or name/address of person injured:

Owner: Maya Sanchez  
Damaged property: home at 3537 Browning St., San Diego

10) Detailed list and amount of damages claimed as of date of presentation of claim, including prospective damages. If amount exceeds \$10,000.00, a specific amount need not be included.

Windows defectively installed by Koch allowed rain water and and air moisture to leak into and soak walls and window frames of claimants home at 3537 Browning St. Dollar amount of damages is not yet known as damage is continuous.

Dated: Feb. 2, 2016

Claimant:

  
(Signature)

**Notice to Claimant:**

Where space is insufficient, please use additional paper and identify information by proper section number.

Mail completed original form to:

San Diego County Regional Airport Authority  
Tony Russell, Director, Corporate & Information Governance/Authority Clerk  
Corporate & Information Governance  
P.O. Box 82776  
San Diego, CA 92138-2776



RESOLUTION NO. 2016-0020

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY REJECTING THE CLAIM OF MAYA  
SANCHEZ

WHEREAS, on February 8, 2016, Maya Sanchez filed a claim with the San Diego County Regional Airport Authority for damages to her home she claims were the result of defective or improperly installed windows in conjunction with her participation in the Quieter Homes Program; and

WHEREAS, at its regular meeting on March 17, 2016, the Board considered the claim filed by Maya Sanchez and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board rejects the claim of Maya Sanchez; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at its regular meeting this 17<sup>th</sup> day of March, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

---

BRETON K. LOBNER  
GENERAL COUNSEL



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**7**

Meeting Date: **MARCH 17, 2016**

**Subject:**

**Approve and Authorize the President/CEO to Negotiate and Execute Generating Facility Interconnection Agreements with San Diego Gas & Electric Company Associated with the Northside Solar Photovoltaic Generating Systems**

**Recommendation:**

Adopt Resolution No. 2016-0021, approving and authorizing the President/CEO to negotiate and execute: 1) a Generating Facility Interconnection Agreement with SDG&E to permit the Authority to interconnect and operate an electrical generating facility for the Phase 1 generating facility in the Economy parking lot in parallel with SDG&E's distribution system; and 2) Generating Facility Interconnection Agreements for future generating facilities up to 5.1 MW in the Economy parking lot in parallel with SDG&E's distribution system, at San Diego International Airport.

**Background/Justification:**

Previous Interconnection Agreements

The San Diego County Regional Airport Authority ("Authority") has two separate solar power purchase agreements ("PPA"), one for the solar photovoltaic generating facility ("generating facility") at Terminal 2 West ("T2W") and one for the planned generating facility on the North Side of San Diego International Airport ("SDIA").

Each PPA requires the execution of a Generating Facility Interconnection Agreement ("Interconnection Agreement") with San Diego Gas & Electric ("SDG&E"), the electric utility Company providing power to SDIA.

The California Public Utilities Commission Rule 21 describes the process required for SDG&E customers to interconnect and operate a generating facility in parallel with SDG&E's electrical distribution system.

The process includes the execution of an Interconnection Agreement between the utility customer and SDG&E that describes the capacity, location, and design of each generating facility, provisions within the generating facility to ensure that SDG&E's personnel and equipment are protected from injury or damage caused by the generating facility, the process for termination of the Interconnection Agreement and insurance requirements. SDG&E has the right to inspect and approve the generating facility prior to operation.

Relating to T2W PPA, the Authority Board ("Board") adopted Resolution No. 2015-0034 that authorized the President/CEO to execute separate Interconnection Agreements with SDG&E for the generating facility on the T2W roof and for the generating facility in the Terminal 2 parking lot. These previous Interconnection Agreements were executed prior to the energizing of the T2W generating facilities.

#### North Side Solar Generating Facility Interconnection Agreements

On December 4, 2014, the Board adopted Resolution No. 2014-0130 that approved and authorized the President/CEO to negotiate and execute a site lease agreement and solar PPA with Lindberg Field Solar 2, LLC ("LFS2") for the implementation of a 5.1 megawatt ("MW") generating facility on the roof of the Rental Car Center and in the Economy parking lot.

On July 23, 2015, the Board adopted Resolution No. 2015-0081 that amended Resolution No. 2014-0130 and authorized the President/CEO to negotiate and execute an amended site lease agreement and a master PPA with LFS2 for the phased implementation of a generating facility of up to 5.1 MW in the Economy parking lot.

Resolution No. 2015-0081 authorized the President/CEO to execute supplementary PPAs and site lease agreements with LFS2 for project phases up to 5.1 MW provided that the Authority paid no more than 13.95 cents per kilowatt-hour of electricity generated, and that the electrical capacity was placed in service prior to December 31, 2016.

A PPA has been executed for Phase 1, for a 2.2 MW generating facility. This facility is currently in design and LFS2 has begun the process of obtaining all required regulatory approvals for the generating facility.

It is anticipated that an Interconnection Agreement will be required for the Phase 1 generating facility, and that separate Interconnection Agreements will be required for any future phases in the North Side PPA.

The Interconnection Agreements will be in effect for at least the 20 year duration of the PPA, and would remain in effect if the Authority chooses to either extend the PPA or take over ownership and operation of the generating facility at the end of the PPA.

Without these Interconnection Agreements, LFS2 will not be able to energize the generating facilities and will not be able to provide power to the Authority.

Based on the justification described above, approval and authorization is requested for the President/CEO to negotiate and execute an Interconnection Agreement with SDG&E for the current Phase 1 generating facility, and for future generating facilities up to 5.1 MW in the Economy parking lot.

**Fiscal Impact:**

The proposed Interconnection Agreements with San Diego Gas and Electric Company do not change the monetary terms of the Power Purchase Agreement or Lease with the Solar Photovoltaic project provider and do not result in additional expenses to the Authority. Therefore, there is no new fiscal impact to the Authority.

**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:**

BOB BOLTON  
DIRECTOR, AIRPORT DESIGN & CONSTRUCTION

RESOLUTION NO. 2016-0021

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE: 1) A GENERATING FACILITY INTERCONNECTION AGREEMENT WITH SDG&E TO PERMIT THE AUTHORITY TO INTERCONNECT AND OPERATE AN ELECTRICAL GENERATING FACILITY FOR THE PHASE 1 GENERATING FACILITY IN THE ECONOMY PARKING LOT IN PARALLEL WITH SDG&E'S DISTRIBUTION SYSTEM; AND 2) GENERATING FACILITY INTERCONNECTION AGREEMENTS FOR FUTURE GENERATING FACILITIES UP TO 5.1 MW IN THE ECONOMY PARKING LOT IN PARALLEL WITH SDG&E'S DISTRIBUTION SYSTEM, AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, the San Diego County Regional Airport Authority ("Authority") has two separate solar power purchase agreements ("PPA"), one for the solar photovoltaic generating facility ("generating facility") at Terminal 2 West ("T2W") and one for the planned generating facility on the North Side of San Diego International Airport ("SDIA"); and

WHEREAS, each PPA requires the execution of a Generating Facility Interconnection Agreement ("Interconnection Agreement") with San Diego Gas & Electric ("SDG&E"), the electric utility providing power to SDIA; and

WHEREAS, the California Public Utilities Commission Rule 21 describes the process required for SDG&E customers to interconnect and operate a generating facility in parallel with SDG&E's electrical distribution system; and

WHEREAS, the process includes the execution of an Interconnection Agreement between the utility customer and SDG&E that describes the capacity, location, and design of each generating facility, provisions within the generating facility to ensure that SDG&E's personnel and equipment are protected from injury or damage caused by the generating facility, the process for termination of the Interconnection Agreement and insurance requirements; and

WHEREAS, relating to T2W PPA, the Board adopted Resolution No. 2015-0034 that authorized the President/CEO to execute separate Interconnection Agreements with SDG&E for the generating facility on the T2W roof and for the generating facility in the Terminal 2 parking lot. These previous Interconnection Agreements were executed prior to the energizing of the T2W generating facilities; and

WHEREAS, on December 4, 2014, the Authority Board ("Board") adopted Resolution No. 2014-0130 that approved and authorized the President/CEO to negotiate and execute a site lease agreement and solar PPA with Lindberg Field Solar 2, LLC ("LFS2") for the implementation of a 5.1 megawatt ("MW") generating facility on the roof of the Rental Car Center and in the Economy parking lot; and

WHEREAS, on July 23, 2015, the Board adopted Resolution No. 2015-0081 that amended Resolution No. 2014-0130 and authorized the President/CEO to negotiate and execute an amended site lease agreement and a master PPA with LFS2 for the phased implementation of a generating facility of up to 5.1 MW in the Economy parking lot; and

WHEREAS, Resolution No. 2015-0081 authorized the President/CEO to execute supplementary PPAs and site lease agreements with LFS2 for project phases up to 5.1 MW provided that the Authority paid no more than 13.95 cents per kilowatt-hour of electricity generated and that the electrical capacity was placed in service prior to December 31, 2016; and

WHEREAS, a PPA has been executed for Phase 1 for a 2.2 MW generating facility. This facility is currently in design and LFS2 has begun the process of obtaining all required regulatory approvals for the generating facility; and

WHEREAS, it is anticipated that an Interconnection Agreement will be required for the Phase 1 generating facility, and that separate Interconnection Agreements will be required for any future phases in the North Side PPA; and

WHEREAS, the Interconnection Agreements will be in effect for at least the 20 year duration of the PPA and would remain in effect if the Authority chooses to either extend the PPA or take over ownership and operation of the generating facility at the end of the PPA; and

WHEREAS, without these Interconnection Agreements, LFS2 will not be able to energize the generating facilities and will not be able to provide power to the Authority; and

WHEREAS, approval and authorization is requested for the President/CEO to negotiate and execute an Interconnection Agreement with SDG&E for the current Phase 1 generating facility, and for future generating facilities up to 5.1 MW in the Economy parking lot.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to negotiate and execute: 1) a generating facility Interconnection Agreement with SDG&E to permit the Authority to interconnect and operate an electrical generating facilities for the Phase 1 generating facility in the Economy parking lot in parallel with SDG&E's distribution system; and 2) generating facility Interconnection Agreements for future generating facilities up to 5.1 MW in the Economy parking lot in parallel with SDG&E's distribution system, at San Diego International Airport; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 17<sup>th</sup> day of March, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**8**

Meeting Date: **MARCH 17, 2016**

**Subject:**

**Approve and Authorize the President/CEO to Execute a Second Amendment to the Pest Control and Remediation Services Agreement With Cartwright Termite & Pest Control, Inc.**

**Recommendation:**

Adopt Resolution No. 2016-0022, approving and authorizing the President/CEO to execute a Second Amendment to the Pest Control and Remediation Services Agreement with Cartwright Termite & Pest Control, Inc., increasing the total amount payable by \$1,057,776 for a total not-to-exceed compensation amount of \$6,357,776.

**Background/Justification:**

On July 11, 2013, the Board adopted Resolution 2013-0070 awarding an agreement to Cartwright Termite & Pest Control, Inc. ("Cartwright") for provision of pest control and remediation services at San Diego International Airport ("SDIA"). The agreement is for an initial 3-year term, expiring August 31, 2016, with an option for two (2) one-year extensions to be exercised at the discretion of the President/CEO, for a total not-to-exceed compensation of \$2,800,000 for pest control services and \$2,200,000 for remediation services. This Agreement is the primary means for pest control and remediation services covering facilities at SDIA, the Authority's off-airport property, tenant and concession spaces.

On December 4, 2014, the Board adopted Resolution 2014-0134 approving and authorizing the President/CEO to execute a First Amendment to the Pest Control and Remediation Services Agreement with Cartwright, which revises and combines the pest control and remediation services compensation language of the Agreement as a single not-to-exceed amount of \$5,000,000. This Amendment was requested to ensure continued progress in our pest control and remediation efforts and to maximize use of allocated funds.

On January 6, 2015, the Authority issued the First Amendment to the Pest Control and Remediation Services Agreement with Cartwright pursuant to Board Resolution 2014-0134. Additionally, the First Amendment included an increase of \$300,000 (6% of \$5,000,000) to the maximum amount payable as allowed by Authority Policy 5.01(3)(b)(ii). The increase of \$300,000 was to ensure adequate funding through the end of the initial 3-year term of the Agreement which ends August 31, 2016. The new maximum not-to-exceed amount payable is \$5,300,000.



Second Amendment Justification

To date, Agreement expenses covering pest control and remediation services amount to \$4,143,000. It is projected that by the end of the initial 3-year term, August 31, 2016, the maximum not-to-exceed amount of \$5,300,000 would be expended.

Through collective collaboration and partnership amongst stakeholders, contractor, and the Authority, remediation activities have concluded. Significant strides have been taken to get to this point. As the focus now switches to maintenance (general pest control), staff will be requesting the President/CEO exercise one of the two (2) one-year options to extend the Agreement with Cartwright. Extending the Agreement one year through August 31, 2017, will ensure continuity and continued progress which would be in the best interest of the Authority. Additionally, the extension will allow the Authority the time to further refine its scope in order to competitively recompile for services before August 31, 2017. There have been numerous lessons learned leading to this point. Incorporating lessons learned in the new solicitation will benefit the Authority operationally, financially, and last but not least, provide a continued pleasant customer experience.

This Second Amendment request is requesting authorization to increase the total maximum amount payable by \$1,057,776 to adequately fund the one-year extension through August 31, 2017. Breakdown of the requested amount is as follows:

• General pest and rodent control services	\$ 598,650.96
• Contingency	\$ 309,125.00*
• 3 <sup>rd</sup> party inspection services	<u>\$ 150,000.00</u>
	\$1,057,775.96

\*Budget amount to be utilized on an as-needed basis.

**Fiscal Impact:**

Adequate funding for the pest control services agreement is included in the adopted FY 2016 and conceptually approved FY 2017 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 and 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 with Policy 5.12, the recommended firm, Cartwright Termite & Pest Control, Inc. received a 5% small business preference under the prior preference standard of \$100,000.

**Prepared by:**

DAVID LAGUARDIA  
DIRECTOR, FACILITIES MANAGEMENT

RESOLUTION NO. 2016-0022

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE PEST CONTROL AND REMEDIATION SERVICES AGREEMENT WITH CARTWRIGHT TERMITE & PEST CONTROL, INC., INCREASING THE TOTAL AMOUNT PAYABLE BY \$1,057,776 FOR A TOTAL NOT-TO-EXCEED COMPENSATION AMOUNT OF \$6,357,776

WHEREAS, on July 11, 2013, the Board adopted Resolution 2013-0070 awarding an agreement to Cartwright Termite & Pest Control, Inc. ("Cartwright") for provision of pest control and remediation services at San Diego International Airport (SDIA); and

WHEREAS, the Agreement is for an initial 3-year term, expiring August 31, 2016, with an option for two (2) one-year extensions to be exercised at the discretion of the President/CEO, for a total not-to-exceed compensation of \$2,800,000 for pest control services and \$2,200,000 for remediation services; and

WHEREAS, the Agreement with Cartwright is the primary means for pest control and remediation services covering facilities at SDIA, the Authority's off-airport property, tenant and concession spaces; and

WHEREAS, on December 4, 2014, the Board adopted Resolution 2014-0134 approving and authorizing the President/CEO to execute the First Amendment to the Pest Control and Remediation Services Agreement with Cartwright, which revises and combines the pest control and remediation services compensation language of the Agreement as a single not-to-exceed amount of \$5,000,000; and

WHEREAS, the First Amendment was requested to ensure continued progress in our pest control and remediation efforts and to maximize use of allocated funds; and

WHEREAS, on January 6, 2015, the Authority issued the First Amendment to the Pest Control and Remediation Services Agreement with Cartwright pursuant to Board Resolution 2014-0134 and additionally included an increase of \$300,000 (6% of \$5,000,000) to the maximum amount payable as allowed by Authority Policy 5.01(3)(b)(ii); and

WHEREAS, the increase of \$300,000 was to ensure adequate funding through the end of the initial 3-year term of the Agreement which ends August 31, 2016; and

WHEREAS, the new maximum not-to-exceed amount payable is \$5,300,000; and

WHEREAS, to date, Agreement expenses covering pest control and remediation services amount to \$4,143,000 and projected to be \$5,300,000 by the end of the initial 3-year term; and

WHEREAS, through collective collaboration and partnership amongst stakeholders, contractor, and the Authority, remediation activities have concluded; and

WHEREAS, as the focus now switches to maintenance (general pest control), staff will be requesting the President/CEO exercise one of the two one-year extensions to the Pest Control and Remediation Services Agreement with Cartwright; and

WHEREAS, extending the Agreement one year through August 31, 2017 will ensure continuity and continued progress which will be in the best interest of the Authority and additionally allow the Authority the time to further refine its scope in order to competitively re-compete services before August 31, 2017; and

WHEREAS, incorporating lessons learned in the new solicitation will benefit the Authority operationally, financially, and provide a continued pleasant customer experience; and

WHEREAS, this Second Amendment request is requesting authorization to increase the total amount payable by \$1,057,776 to adequately fund the one-year extension through August 31, 2017.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a Second Amendment to the Pest Control and Remediation Services Agreement with Cartwright Termite & Pest Control, Inc., increasing the total amount payable by \$1,057,776 for a total not-to-exceed compensation amount of \$6,357,776; 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 the Board finds that this action is not a “project” as defined by the California Environmental Quality Act (“CEQA”) (California Public Resources Code §21065); and is not a “development” as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 17<sup>th</sup> day of March, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

---

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**9**

Meeting Date: **MARCH 17, 2016**

**Subject:**

**Approve and Authorize the President/CEO to Execute a Second Amendment to the Airport Signage Services Agreement with Sign Age Identity Systems, Inc.**

**Recommendation:**

Adopt Resolution No. 2016-0023, approving and authorizing the President/CEO to execute a Second Amendment to the Agreement for Airport Signage Services with Sign Age Identity Systems, Inc., increasing the total amount payable by \$265,000 for a total not-to-exceed compensation amount of \$1,565,000.

**Background/Justification:**

In May 2013, the Authority entered into an Agreement with Sign Age Identity Systems, Inc. ("Agreement") for provision of airport signage services at San Diego International Airport ("Airport"). The Agreement is for an initial 3-year term, expiring May 14, 2016, with an option for two (2) one-year extensions to be exercised at the discretion of the President/CEO, for a total not-to-exceed compensation amount of \$800,000. The Agreement is the primary means to obtain professional services for on-call fabrication, modification, installation, removal and repair services for the Airport's signs located both in the interior and exterior of the terminals, and roadway system. They include, but are not limited to: directional; informational; exterior gate; and, parking signs.

On July 23, 2015, the Board adopted Resolution 2015-0073 approving and authorizing the President/CEO to execute First Amendment to the Airport Signage Services Agreement with Sign Age Identity Systems, Inc., increasing the total amount payable by \$500,000 for a total maximum not-to-exceed compensation amount of \$1,300,000. Additional funding was needed to fund signage changes as a result of the closure of the Commuter Terminal as well as maintenance of wayfinding signs pursuant to the Public Improvement Maintenance Agreement with the City of San Diego for signs installed within the City's right-of-way.

Second Amendment Justification

To date, Agreement expenses covering on-call fabrication, modification, installation, removal and repair services amount to approximately 1,096,000. It is projected that by the end of the initial 3-year term, the maximum not-to-exceed amount of \$1,300,000 would be expended.



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. At the time of this bid, September 2013, when bid price was the primary selection criteria, the maximum amount of the preference could not exceed \$100,000. 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:**

DAVID LAGUARDIA  
DIRECTOR, FACILITIES MANAGEMENT



RESOLUTION NO. 2016-0023

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE AGREEMENT FOR AIRPORT SIGNAGE SERVICES WITH SIGN AGE SYSTEMS, INC., INCREASING THE TOTAL AMOUNT PAYABLE BY \$265,000 FOR A TOTAL NOT-TO-EXCEED COMPENSATION AMOUNT OF \$1,565,000

WHEREAS, in May 2013, the Authority entered into an Agreement with Sign Age Identity Systems, Inc. ("Agreement") for provision of airport signage services at San Diego International Airport ("Airport"); and

WHEREAS, the Agreement is for an initial 3-year term, expiring May 14, 2016, with an option for two (2) one-year extensions to be exercised at the discretion of the President/CEO, for a total not-to-exceed compensation amount of \$800,000; and

WHEREAS, the Agreement is the primary means to obtain professional services for on-call fabrication, modification, installation, removal and repair services for the Airport's signs located both in the interior and exterior of the terminals, and roadway system; and

WHEREAS, on July 23, 2015, the Board adopted Resolution 2015-0073 approving and authorizing the President/CEO to execute a First Amendment to the Airport Signage Services Agreement with Sign Age Identity Systems, Inc., increasing the total amount payable by \$500,000 for a total maximum not-to-exceed compensation amount of \$1,300,000; and

WHEREAS, additional funding of \$500,000 was needed to fund signage changes as a result of the closure of the Commuter Terminal as well as maintenance of wayfinding signs pursuant to the Public Improvement Maintenance Agreement with the City of San Diego for signs installed within the City's right-of-way; and

WHEREAS, to date, Agreement expenses covering on-call fabrication, modification, installation, removal and repair services amount to approximately \$1,096,000 and projected to be \$1,300,000 by the end of the initial 3-year term; and

WHEREAS, to ensure continuity and continued service, staff will be requesting the President/CEO exercise one of the two (2) one-year extensions to the Airport Signage Services Agreement with Sign Age Identity Systems, Inc.; and

WHEREAS, this Second Amendment request is requesting authorization to increase the total maximum amount payable by \$265,000 to adequately fund the one-year extension.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a second amendment to the Agreement for Airport Signage Services with Sign Age Identity Systems, Inc., increasing the total amount payable by \$265,000 for a total not-to-exceed compensation amount of \$1,565,000; 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; 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 regular meeting this 17<sup>th</sup> day of March, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

---

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**10**

Meeting Date: **MARCH 17, 2016**

**Subject:**

**Annual Ground Transportation Operations Update**

**Recommendation:**

Accept the presentation.

**Background/Justification:**

The Ground Transportation Operations Department implemented a number of significant changes during the past year. The major highlights include:

1. Transitioned three commercial vehicle modes (taxicabs, VFH, Off Airport Parking Shuttles) from a manual permitting and trip coupon payment system to an automated vehicle identification ("AVI") and trip counting system with an electronic monthly billing system;
2. Implemented the Transportation Network Company ("TNC") Pilot Program, requiring the issuance of a new permit application, an alternative background check methodology and a self-reporting trip count system;
3. Continued to reduce the Airport's carbon footprint and the measured greenhouse gas (GHG) equivalents with commercial vehicle conversions and the replacement of 85 non-AFV/CAV rental car vehicles with sixteen (16) forty-foot (40') compressed natural gas ("CNG") rental car buses.
4. Started the Rental Car Center ("RCC") bus operation to transport car rental passengers to and from the terminals;
5. Commissioned the taxicab passenger queue management system to provide more immediate and accurate data on taxicab passenger wait times;

The following is a brief summary of the Ground Transportation highpoints and accomplishments:

GT Commercial Vehicle Operations

*Automated vehicle trip count and billing.* On October 1, 2015, new AVI hardware and software was placed into service designed to automatically and more precisely collect taxicab, VFH and Off-Airport Parking operators' vehicle trip counts, compile monthly invoices and track customer payment. The updated system offers more accurate trip records and reports, calculates the appropriate trip fees based on vehicle fuel type (AFV or non-AFV), submits a detailed accounting of the vehicle trips for the months and secures payment through an on-file credit card or ACH bank account. This trip count and billing system will be also be used for limousine operators starting January 1, 2017. Hotel/Motel Courtesy operators at their request have elected to continue paying annual permit fees for the coming year.

*Driver permitting requirements.* The taxicab and VFH driver permitting and background check requirements were modified to establish equity and be more in line with the TNC requirements. Taxicab drivers operate at the Airport after submitting to and passing the required San Diego County Sheriff's Department fingerprint background check and obtaining the needed licenses. SuperShuttle has a third party performing its background checks in compliance with Airport requirements. The San Diego County Airport Shuttle Association ("SDCASA") and PrimeTime/Opoli VFH consortiums are evaluating whether to do their own background checks. In the meantime they will continue to use the Airport's background check (fingerprint) process.

*Memorandum of Agreement (MOA).* Taxicab and VFH representatives and Airport staff continue to meet bi-monthly to discuss operational improvements and challenges. Major MOA requirements such as technology upgrades and credit card transaction processing have been implemented; customer wait times and taxicab availability have improved significantly. Recently, discussions focused on several issues highlighting the differences between commercial operator and TNC requirements. Specifically, taxicab vehicle and driver inspections, driver dress codes, customer wait times, and vehicle availability were cited as different and in some cases, more punitive and restrictive than those for other commercial ground transportation entities. Presently, taxicab drivers are expected to meet the Metropolitan Transit System ("MTS") Ordinance 11 dress code requirements while VFH operators impose their own dress code expectations. TNC drivers have no formal dress code requirements. The MOA monthly meetings will continue to address the differences.

*Commercial Vehicle conversion and Greenhouse Gas ("GHG") reductions.* Vehicle conversions continue to improve the Airport's carbon footprint and a reduction of GHG emissions. Results from 2015 show a significant decrease in the taxicab and airport shuttle emissions while VFH GHG reductions produced a small decrease.

	2014				2015			
	Non-AFV	AFV	GHG emissions (kgCO <sub>2</sub> )	% red. from 2010	Non-AFV	AFV	GHG emissions (kgCO <sub>2</sub> )	% red. from 2014
<b>Taxicab Association</b>	<u>52</u>	<u>302</u>	6.7M	<u>50%</u>	<u>12</u>	<u>352</u>	<u>4.3M</u>	<u>36%</u>
Independent Cab Owners Association (ICOA)	14	41	-	-	2	57	700K	-
San Diego Transportation Association (SDTA)	28	190	-	-	10 <sup>1</sup>	218	2.76M	-
San Diego Taxi Association (SDTXA)	10	71	-	-	0	77	845K	-

<sup>1</sup> 10 mini-vans have been temporarily waived from the AFV/CAV requirement to provide needed customer service and AFV/CAV equipment does not exist.

	2014				2015			
	Non-AFV	AFV	GHG emissions (kgCO <sub>2</sub> )	% red. from 2010	Non-AFV	AFV	GHG emissions (kgCO <sub>2</sub> )	% red. from 2014
<b>VFH Association</b>	<u>62</u>	<u>62</u>	<u>5.2M</u>	<u>25%</u>	<u>40</u>	<u>70</u>	<u>5M</u>	<u>4%</u>
SuperShuttle	38	35	-	-	30	42	3.3 M	-
PrimeTime/Opoli	4	9	-	-	6	5	.5 M	-
San Diego County Airport Shuttle Association (SDCASA)	20	18	-	-	9	16	1.2 M	-

	2014				2015			
	Non-AFV	AFV	GHG emissions (kgCO <sub>2</sub> )	% red. from 2010	Non-AFV	AFV	GHG emissions (kgCO <sub>2</sub> )	% red. from 2014
<b>Courtesy Shuttles</b>								
Airport	<u>5</u>	<u>24</u>	<u>1.8 M</u>	<u>8.6%</u>	<u>0</u>	<u>29</u>	<u>1.1M</u>	<u>39%</u>
Off-Airport	9	31			6	33		
Hotel/Motel	75	10			62	10		
Rental Car	74	14			69	13		

## Page 4 of 9

The total GHG emissions from Taxicabs, VFH and Airport Parking and Transit Shuttles had a net decrease of 24% or 3.3M kgCO<sub>2</sub>

*New taxicab & VFH/Shuttle hold lot.* Taxicab and VFH dispatch operations will be in the new hold lot June 2016. The lot will accommodate 183 taxicabs and 46 VFH shuttles. The facility is located on a four (4) acre site with an automated entry and terminal dispatch system, an office and driver break room area. The new hold lot replaces the much smaller and more congested hold lot area located on Harbor Island Drive (behind the Harbor Police Department building). The new location allows quicker access to Harbor Drive and means reduced time to the terminals.

#### Ground Transportation Contract RFPs

*Parking shuttle contract.* The current Parking shuttle contract, originally scheduled to terminate in December 2016, will have its funds depleted by July. Request for Proposals ("RFPs") have been advertised and proposals will be evaluated in April for Board approval in May 2016. The new contract will start in August 2016.

*Parking Management contract.* The current Parking Management contract terminates in March 2017. RFPs will be issued in late July for Board approval in the Fall/Winter 2016. The new contract will start in March 2017.

#### TNC Operations

*Trip counts and cost recovery.* TNC trip counts and associated trip fees continue as the Pilot Program moves toward the June 30, 2016 expiration date.

Month	Trip Count	Cost Recovery Fees collected
July	27,447	\$ 103,201
August	35,407	\$ 133,130
September	40,090	\$ 150,738
October	46,006	\$ 172,689
November	47,554	\$ 178,803
December	46,838	\$ 176,111
January	53,013	\$ 199,329
Pilot Program To Date	243,322 trips	\$ 1,114,002 Cost recovery fees

*Post Pilot Program options and recommendations.* Several key challenges present themselves should the TNC Pilot Program be approved by the Board to continue past the June 30, 2016 end date. The available options and recommendations are

- 1) Move the current terminal pickup location to more accessible locations and add improved signage:
  - a. Option #1: The terminal parking lots are currently used for TNC pickups. An increased number of TNC dispatches, however, could result in added parking lot congestion and passenger safety issues.
  - b. Option #2: The use of the Elevated Departure Roadway (T2) may be an alternative, but is some distance from the lower level baggage claim (carousels 4-6) and may present major inconvenience for passengers travelling from T2E. This solution would not address T1 operations and locations.
  - c. Options #3: Use of the commercial transportation island would likely interfere with RCC bus and courtesy vehicle operations. Conflict between TNC's and taxicab drivers is also possible.

Staff recommends the TNC pick up locations remain within the terminal parking lots. Parking Lot Coordinators will remain on duty to monitor and manage TNC customer pickups and ensure the safety of transiting passengers through the parking lots. TNC directional signage will be assessed, enhance and modified as needed.

2) Vehicle inspections

Staff recommends the TNCs continue their compliance with the PUC requirement for vehicle inspections. ATOs can inspect a TNC vehicle and place the vehicle out of service at any time should a safety violation be observed.

3) TNC Staging Area- Some TNCs have expressed an interest in a staging area for their operations. The available space may include:

- a. Option #1: Use the existing and soon to be vacated taxicab hold lot located on Harbor Island Drive.
- b. Option #2: Allow operators to use the cell phone lot. Allowing TNCs to stage in the cell phone lot for greater than the 30 minute permitted time would further congest the lot and minimize spaces available for public parkers.

Staff will work with the Port of San Diego and the TNCs to establish a staging area at the vacated taxicab hold lot.

4) Community complaints

The Authority has no legal jurisdiction or budgeted resources to address illegal parking in local retail, private and other locations. Allowing the TNC operators to stage at the TNC staging area (described above in #3) may mitigate this problem. Staff will work with General Counsel to strengthen the permit language and to enforce the requirements with law enforcement agencies.

Staff recommends the TNC Permit continue on an annual basis after the TNC Pilot Program terminates.

Parking Operations

*Airport parking services.* Several new parking services are under consideration to enhance the passenger experience and generate additional revenues. A Parking Reservation System is in development to provide the opportunity for customers to reserve, book and pay in advance for airport parking. The reservation service has existed for the Pacific Coast Economy Lot for several years. The enhanced reservation system will allow patrons to reserve and prepay for valet parking. The reservation concept may also be expanded to other parking facilities as more experience and data is gathered.

Corporate Parking Program for companies and institutions with groups of people that use the Airport's parking services is also under review. This feature would allow larger groups to park at a discount and assure them a parking space will be available, especially during busy times of the week. This service would also consolidate and bill parking fees so one combined statement could be issued to thereby reduce the administrative time for individual invoices. Offering this corporate parking program will be challenging with the limited number and availability of terminal parking spaces.

*Parking plans to address the Terminal 2 Lot closure.* Multiple actions are being taken to address the Terminal 2 closure anticipated later this summer. These actions include

- Relocating Terminal 2 tenants into the expanded Employee Parking lot;
- Restriping, reconfiguring and adding parking spaces to the far west T2 (former NTC) parking lot;
- Advanced community announcements and notifications of the pending lot closure, plaza construction and alternative parking facilities;
- Promotions and discounts to attract customers to the other facilities;
- Improving, the frequency of shuttle services to and from the Pacific Highway and Harbor Drive facilities;
- Enhancing directional signage and variable messaging along Harbor Drive;
- Improving access from McCain from both Harbor Drive and Terminal roadway;
- During peak times (lot full), redirecting patron parking to the Long Term Lot;
- Expanding the valet facilities inside the parking lots;

*TNC impact on Airport parking revenues.* The full impact of TNC operations on Airport parking is under study. The closure of Wally Park last year, the increased enplanements (20 million annual passengers) and the Economy Lot discount parking coupons makes the impact determination somewhat difficult.



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**Page 7 of 9**Rental Car Center Bus Operations

Challenges (e.g. peak time bus passenger wait times and bus capacity shortfall):

- Consultant's original study recommended 16 buses for the RCC startup and the purchase of 4 additional buses before 2020 to meet projected increased enplanement;
- Bus procurement, manufacturing and delivery take from 10-12 months. The 16 buses originally purchased during the summer of 2014 were delivered in stages between April 15<sup>th</sup> and May 10<sup>th</sup> of 2015.
- Airport daily peak demand is between 10am and 2pm, when there is a bus capacity shortfall and customer wait times exceed expectations (5 minutes).
- Rental car agencies are concerned that customer service and satisfaction will suffer from extended wait times. During peak times, but only for short periods, passenger volumes exceed bus capacity and wait times spike. The rental car agencies expect passenger demand to grow from March through October.

Plans: Lease additional buses short term until additional Airport RCC buses can be procured.

- March - April 2016: Six (6) 49-passenger coach buses are in service during peak times (10am - 2pm). This additional capacity will provide data on wait times.
- Re-purpose rental car agency buses. Procurement of (10) 40' ft. diesel low floor buses previously used by AVIS at the Airport is in progress. These buses are emissions compliant as certified by the Air Resources Board. The buses will be rewrapped, refitted with needed technology and refurbished before being placed into service in early April. The buses will be used for peak period service or when needed for about 15-18 months (or less) until new buses are procured.
- A consultant has been engaged to evaluate the bus capacity shortfall and to recommend what additional bus capacity is needed.
- Staff will seek Board approval in May to purchase 4-8 new CNG buses (depending on the consultant's recommendation).
- The new buses would have a projected delivery of March/April 2017.

Other

*MTS/Palm St. shuttle service.* Transporting passengers from the Palm Street stop using the Airport's parking began January 20, 2016. This service has had some ridership, but is expected to improve as the service becomes better known. MTS and the Airport are working collaboratively to promote the service and its convenience. SANDAG is working to improve the Palm St. walkway from the MTS trolley stop.

Week ending (2016)	Passenger count
Jan. 23	10
Jan. 30	8
Feb. 6	12
Feb. 13	11
Feb. 20	12
Feb. 27	15
Mar. 5	6

*CA legislation:*

- AB1360 allows passengers in a TNC vehicle to be charged separately for sharing the ride.
- AB24 increases safety and background check requirements for TNC drivers.
- AB886 is a passenger privacy bill that requires TNCs to destroy personal data associated with terminated customer accounts).
- AB1422 requires TNCs and their drivers to participate in the DMV Employer Pull Notice system.

*Federal legislation.* Staff will continue to monitor federal laws and requirements focused on TNC operations. In light of recent events, more federal legislative and regulatory oversight may be forthcoming.

*Office of the Chief Auditor (“OCA”) Audits.* The OCA will conduct an operational audit of Lyft from March 7-11. This compliance audit will look at the TNC permit requirements, especially trip fees, background checks, and vehicle/driver requirements. The primary goal is to ensure compliance controls are in place. The Uber audit was completed by the OCA in December 2015 with no findings.

**Fiscal Impact:**

The increase in RCC Bus operation costs in FY 16 is expected to be approximately \$730,000. The Authority will not exceed its overall FY 16 operating expense budget as these additional busing costs will be offset by other savings. The additional operating costs for future years will be included in the proposed FY 17 budget and FY 18 conceptual budget to be submitted for Board approval in June 2016.

RCC Bus Procurement costs will be included in the FY 17- FY 21 Capital Improvement Plan also to be submitted to the Board in June 2016 for approval.

**Authority Strategies:**

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

- Community Strategy   
 Customer Strategy   
 Employee Strategy   
 Financial Strategy   
 Operations Strategy

**Page 9 of 9**

**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:**

DAVID BOENITZ  
DIRECTOR, GROUND TRANSPORTATION

ITEM 10



# Annual Ground Transportation Update

David Boenitz  
Director, Ground Transportation

March 17, 2016



# PRESENTATION TOPICS

- ❖ Ground Transportation (GT)  
Commercial Vehicle Operations
- ❖ GT Contract RFPs
- ❖ TNC Operations
- ❖ Parking Operations
- ❖ Rental Car Bus Operations
- ❖ Other





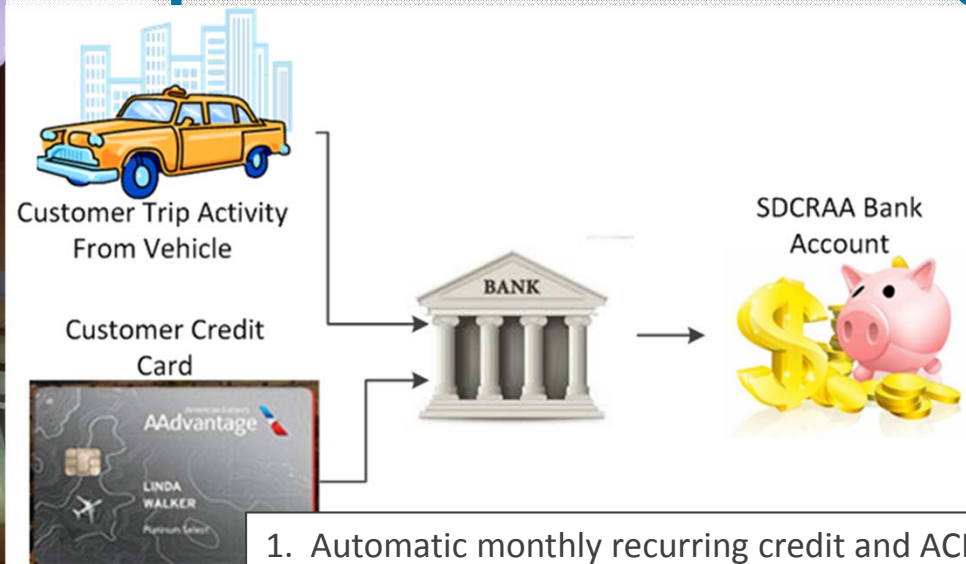
# GT Commercial Vehicle Operations

- ❖ Automated vehicle trip count and billing
- ❖ Driver permitting changes
- ❖ Taxicab and VFH Memorandum of Agreement (MOA)
- ❖ Commercial vehicle conversions and Greenhouse Gas (GHG) reductions
- ❖ New taxicab and Vehicle for Hire/Shuttle hold lot





# Automated vehicle trip count and billing



1. Automatic monthly recurring credit and ACH bill processing
2. Electronic invoicing and payment collection
3. Over \$831,000 processed since October 1, 2015
4. Replaced administrative & cash payment





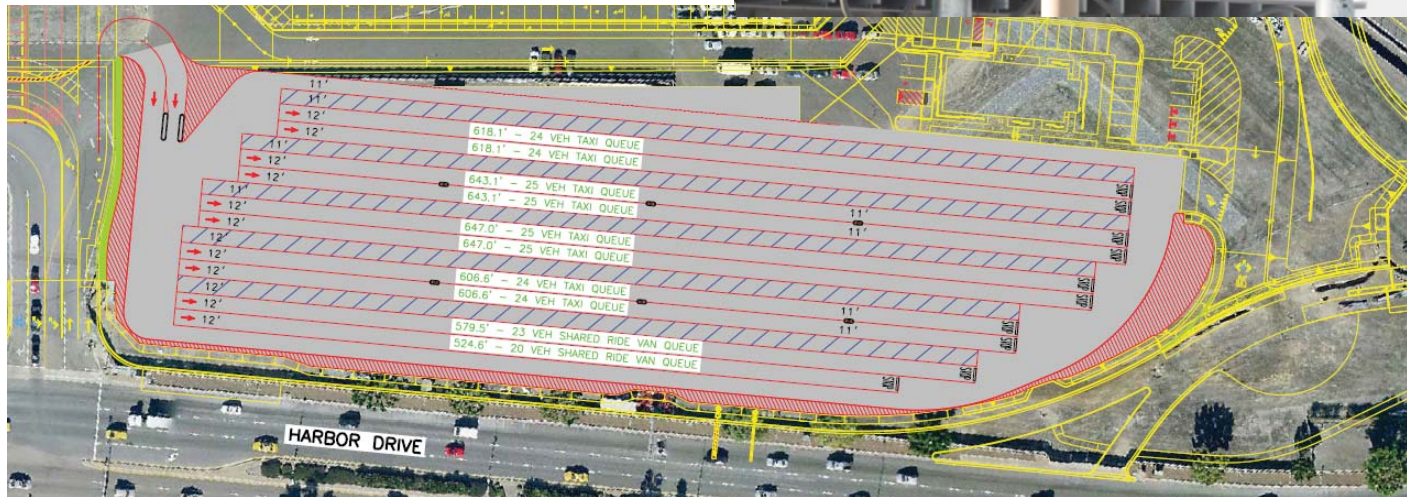
# Commercial vehicle conversions and GHG reductions

	2014		2015	
	GHG Emissions (kgCO <sub>2</sub> )	% reduction from 2010-2014	GHG Emissions (kgCO <sub>2</sub> )	% reduction from 2014
Taxicabs	6.7M	50%	4.3M	36%
VFH	5.2M	25%	5.0M	4%
Airport Shuttles	1.8M	9%	1.1M	39%
Total	13.7M		10.4M	24%



# New Taxicab and VFH Hold Lot

- Automates taxi entry into the hold lot and dispatch to terminals
- Manages request for specialty vehicles e.g. ADA, mini vans, base
- Live operational data available to taxi operators and taxi associations







# Ground Transportation Contract RFPs

- ❖ Parking and Terminal Shuttle
- ❖ Parking Management





# TNC Operations

- ❖ Trip counts and cost recovery
- ❖ Post Pilot Program options and recommendations





# Trip counts and cost recovery

	Trip Count	Cost Recovery Fees collected
July	27,447	\$ 103,201
August	35,407	\$ 133,130
September	40,090	\$ 150,738
November	46,006	\$ 172,689
December	47,554	\$ 178,803
January	46,838	\$ 176,111
February	53,013	\$ 199,329
<b>Pilot Program To Date</b>	243,322 trips	\$ 1,114,002 Cost recovery fees





# Post TNC Pilot Program options and recommendations

- ❖ Pick up locations
- ❖ Driver background checks
- ❖ Vehicle inspections
- ❖ TNC Staging Area
- ❖ Community complaints
- ❖ Airport enforcement





# Parking Operations

- ❖ Airport Parking Services
  - ❖ Reservation System
  - ❖ Corporate Parking Program
- ❖ TNC impact on parking revenues
- ❖ Plans for T2 Parking Lot closure





# Plans for T2 Parking Lot closure

- ❖ T2 Tenant relocation
- ❖ Restriping, reconfiguring, adding spaces
- ❖ Public announcements & notifications
- ❖ Promotions and discounts
- ❖ Shuttle service
- ❖ Directional signage & messaging
- ❖ Lot Accessibility
- ❖ Peak time redirections to other lots
- ❖ Valet options and interior locations





# Rental Car Bus Operations

## ❖ Challenges

- ❖ Sixteen (16) buses currently in service; reduces capacity when buses are taken out for service
- ❖ Customer wait times for peak periods occasionally exceed the 5 minute expectation
- ❖ RCC customer volumes are forecast to increase several percent over the coming months





# Rental Car Bus Operations

## ❖ Plans

- ❖ March- Six (6) coach buses have been brought in to temporarily address the passenger capacity shortfall
- ❖ Ten (10) prior rental car buses are being obtained to cover the time period of new bus delivery
- ❖ A consultant will evaluate peak demand and validate the additional number of buses required





# Rental Car Bus Operations

- ❖ Plans (cont.)
  - ❖ Staff will seek Board approval for the new bus purchase in May 2016.
  - ❖ New bus delivery is projected to be March/April 2017.





## Other

- ❖ MTS/Palm St. Shuttle Service
- ❖ California TNC legislation
- ❖ Federal TNC legislation
- ❖ Office of the Chief Auditor TNC audits





# SAN Transportation Network Company (TNC) Pilot Program Update

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Questions?

Item 11



## Discussion Regarding the Parameters for the Fiscal Year 2017 and Fiscal Year 2018 Operating Budgets

**Presented by:**

Scott Brickner, CPA

Vice President, Finance and Asset Management/Treasurer

**March 17, 2016**



# AGENDA

1. Economic Update
2. Moody's Report
3. Initiatives
4. Budget Objectives
5. Authority Financial Snapshot
6. Budget Challenges
7. Budget Guidelines
8. Budget Calendar





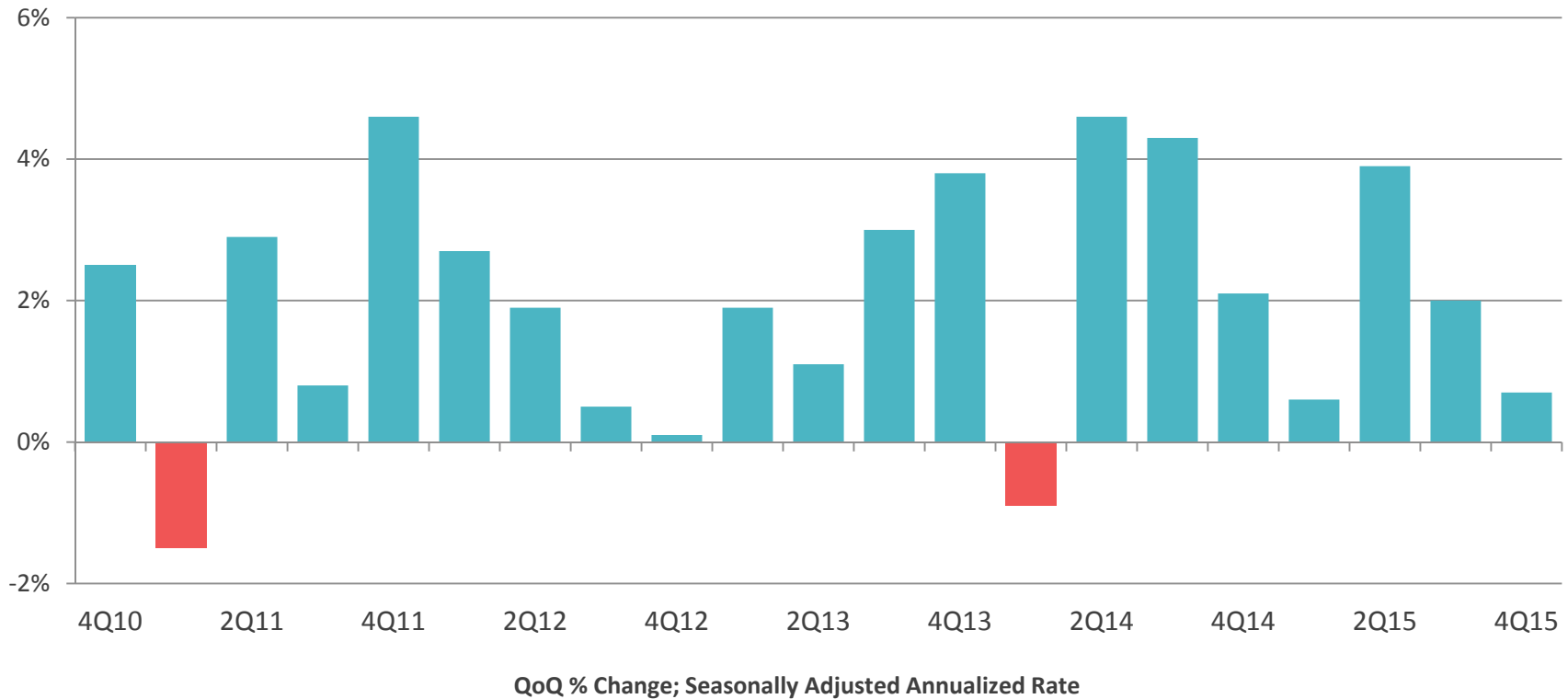
# Economic Update





# GDP – Positive Growth

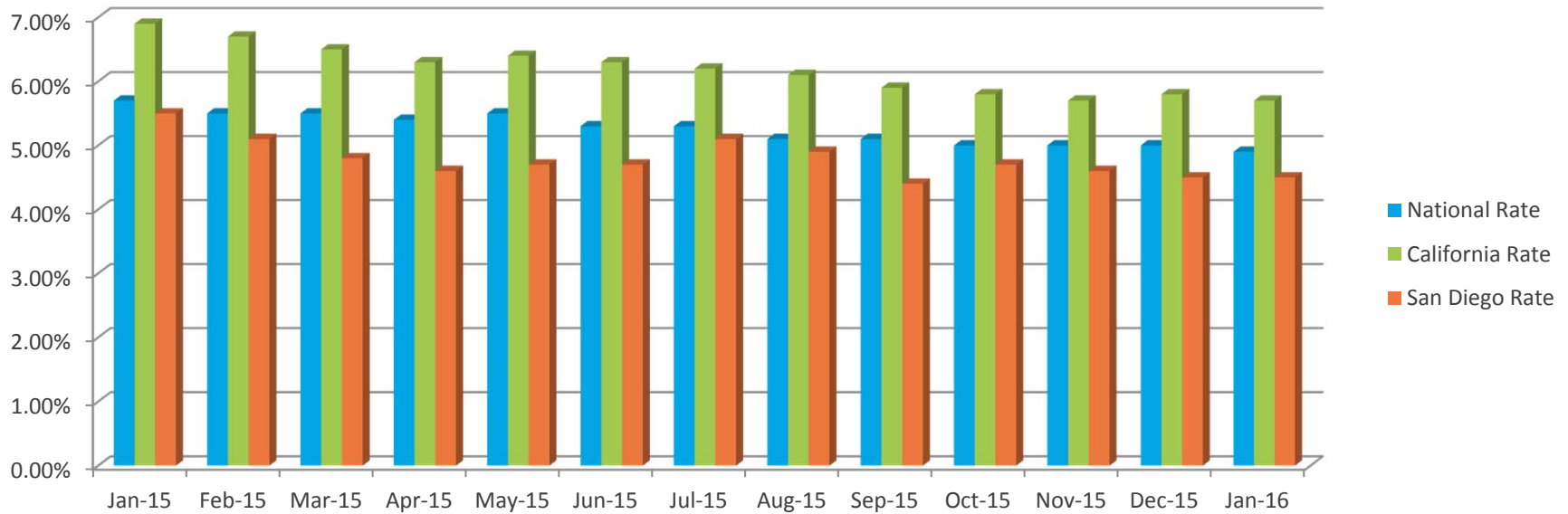
U.S. Gross Domestic Product (QoQ)  
Fourth Quarter 2010 – Fourth Quarter 2015



Source: Bureau Of Economic Analysis

# Unemployment Continues a Steady Decline

## Unemployment Rates January 2015 – January 2016



Source: US Dept of Labor, CA EDD

# Consumer Confidence Remains Stable

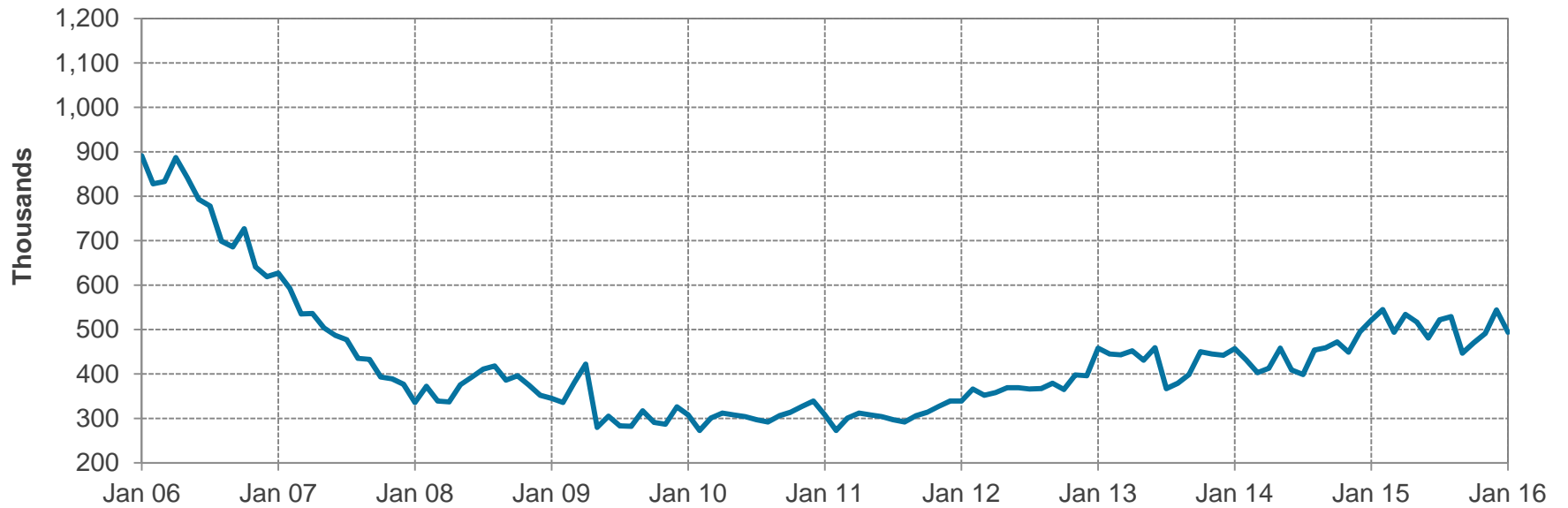
**Consumer Confidence Index**  
February 2011 – February 2016



Source: Conference Board

# New Home Sales Growth Still Slow

U.S. New Home Sales (MoM)  
January 2006 – January 2016



Source: Census Bureau

# Oil Prices Fall

## West Texas Intermediate Oil Price Per Barrel (WTI Spot)

February 1, 2011 – February 22, 2016



Source: U.S. Energy Information Administration (EIA)

# Jet Fuel Prices Down

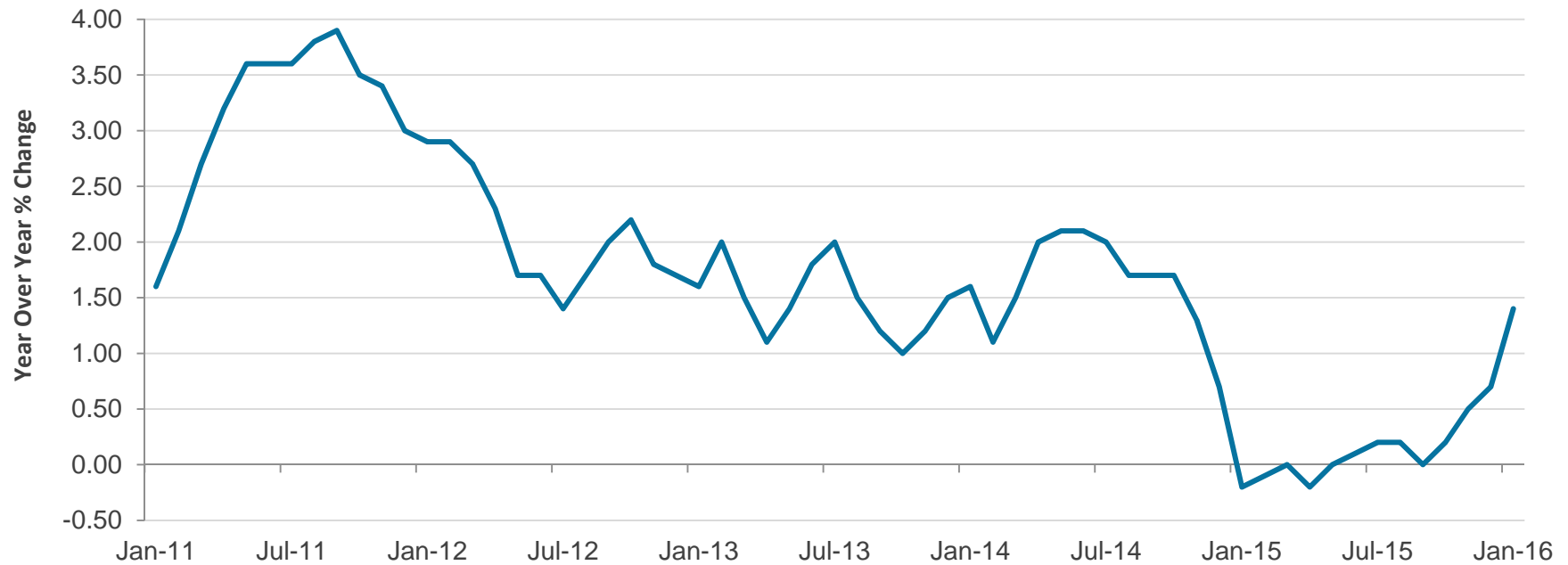
**U.S. Gulf Coast Kerosene-Type Jet Fuel Spot Price FOB**  
February 1, 2011 – February 22, 2016



Source: U.S. Energy Information Administration (EIA)

# Consumer Price Index Trending Higher

**Consumer Price Index (YoY%)**  
January 2011 – January 2016



Source: Yahoo Finance

# U.S. Equity Markets Volatile

**Dow Jones Industrial Average and S&P 500 Indices**  
February 1, 2011 – February 29, 2016

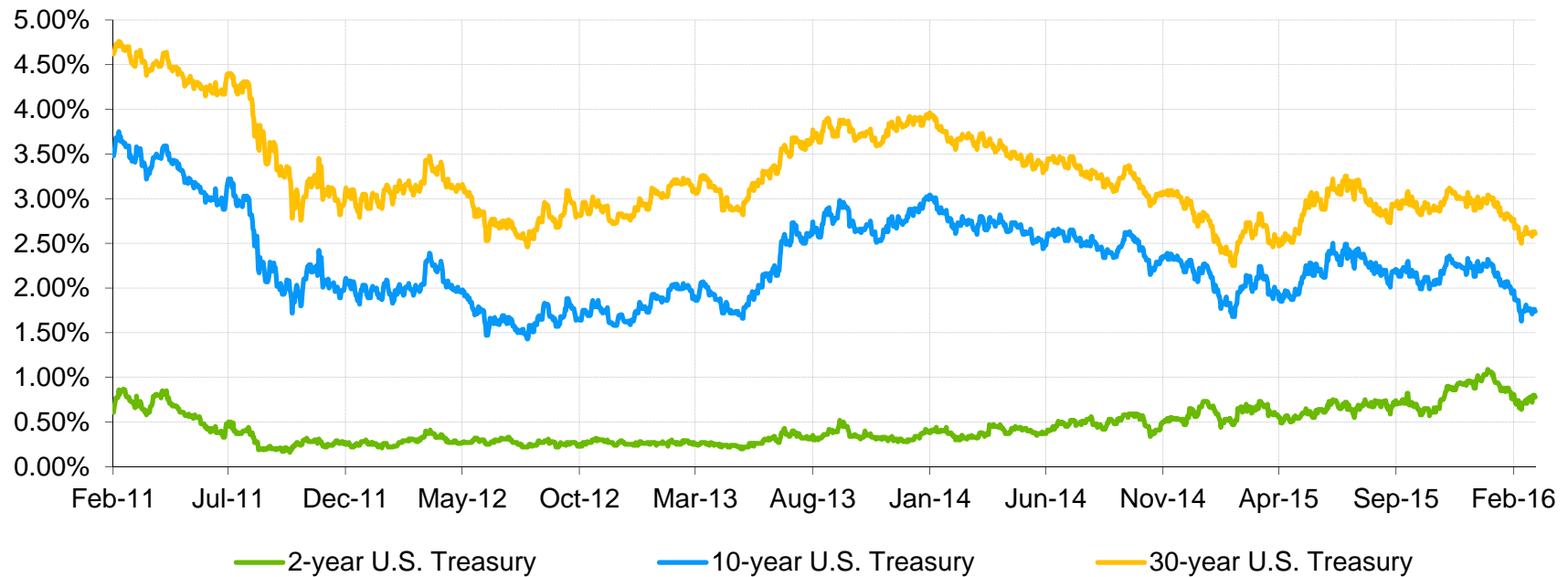


Source: Yahoo Finance



# Treasury Yields React to Rate Hike & Global Economic Volatility

2-, 10- and 30-year U.S. Treasury Yields  
February 1, 2011 – February 29, 2016



Source: Bloomberg



# Moody's Report



# Moody's U.S. Airports 2016 Outlook *Remains Positive*

## Key drivers are:

- Enplanement growth
- Airlines expected to expand their seat capacity between 3% and 4.5% by adding larger planes and /or seat densification
- Continued U.S. economic expansion
- Higher parking and concession revenues
- Continued low fuel prices





# Initiative



# FY 2017 Initiatives

Develop a five-year strategic plan to include the following three sustainable elements:



**Maintain a Sustainable Long Term Capital Plan**



**Focus on Revenue Generation and Cost Control**



**Strategically Engage Our Employees in Sustainable Business Practices**





# Budget Objective



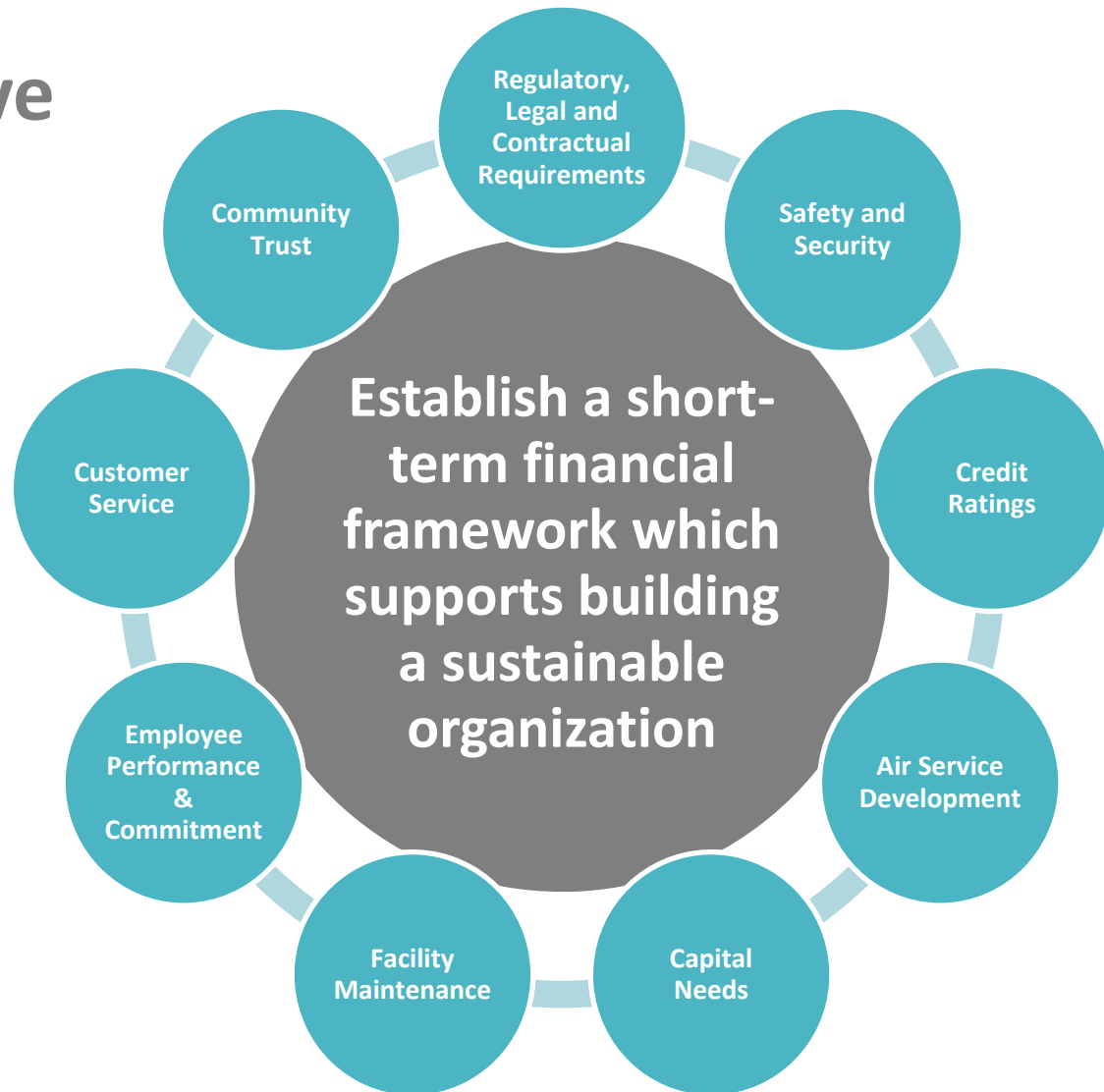
# Sustainable Organization

## Our Commitment:

Plan and build an enduring and resilient customer-focused enterprise by effectively managing our financial; social; and environmental risks, obligations and opportunities



# Budget Objective







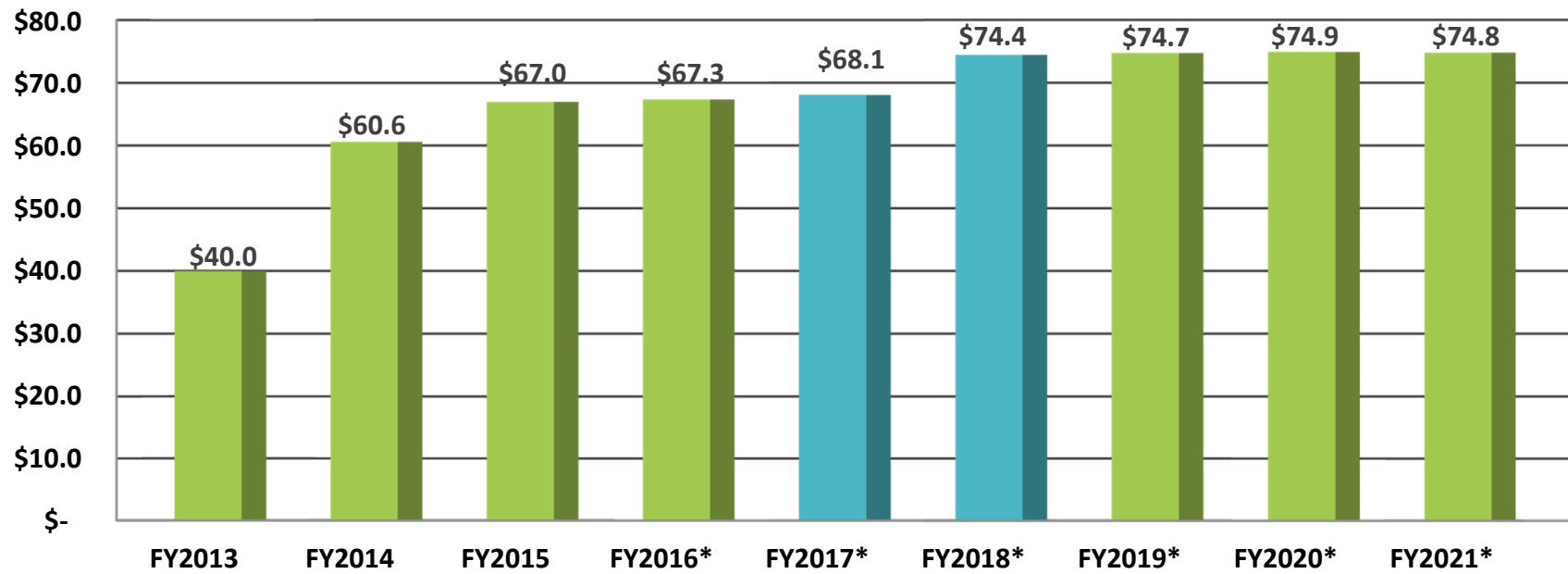
# Authority Financial Snapshot

# Debt Profile

Series	Lien	Principal Outstanding (Millions)	Maturity	Major Funded Projects
<b>General Airport Revenue Bonds (GARB) and Variable Debt</b>				
Revolving Line of Credit	Subordinate	\$38.7	2014 - 2030	Terminal expansion, Employee Parking improvements, HVAC/Central plant upgrades
2010 Bonds	Subordinate	\$555.4	2011 - 2040	Expansion of T2E, concessions infrastructure, Receiving and Distribution Center (RDC) oversight
2013 Bonds	Senior	\$377.5	2015 - 2043	Expansion of T2E, concessions infrastructure, construct new 12kV Electrical Distribution System, Washington Street Parking lot and access improvements, Northside utilities infrastructure
<b>Total</b>		<b>\$971.6</b>		
<b>Special Facilities Bond</b>				
2014 Bonds	Senior	\$305.3	2018 - 2043	Rental Car Center (RCC)
<b>Total</b>		<b>\$305.3</b>		

# GARB Debt Service

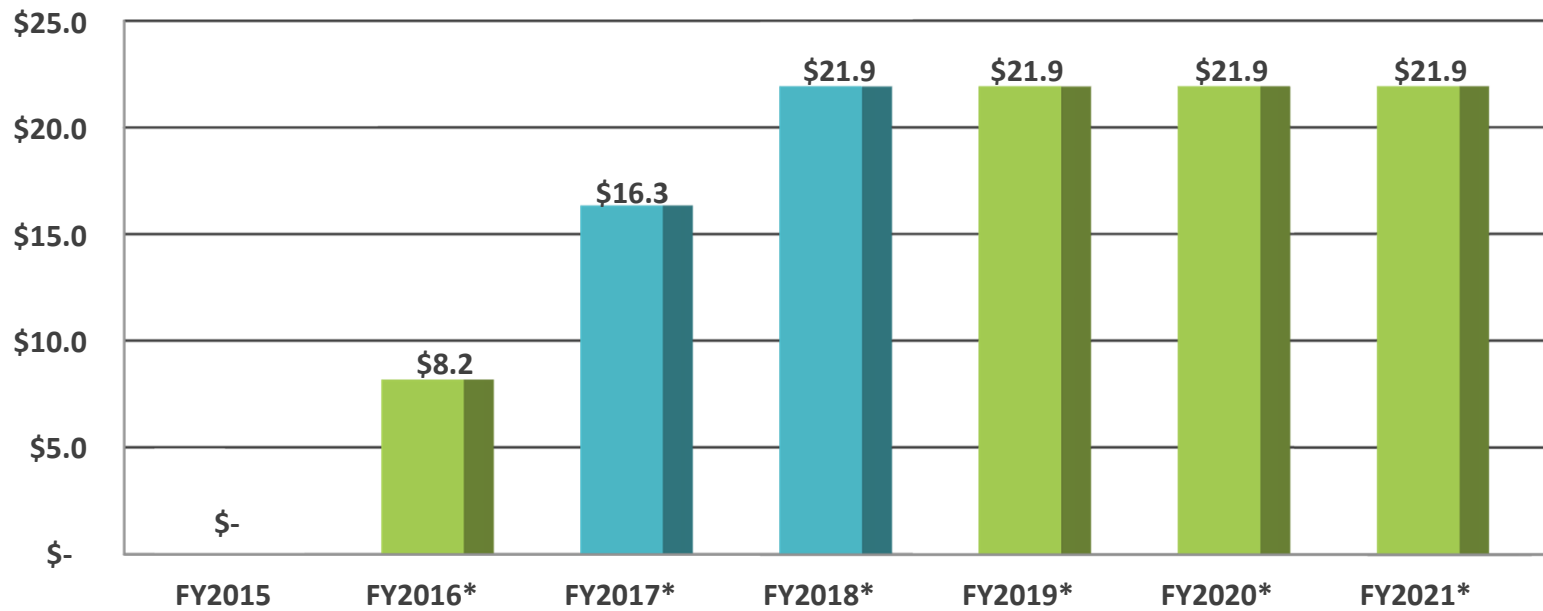
(in millions)



\*Projected FY 2016 - FY 2021

# Special Facilities Debt Service

(in millions)



\*Projected FY 2016 - FY 2021

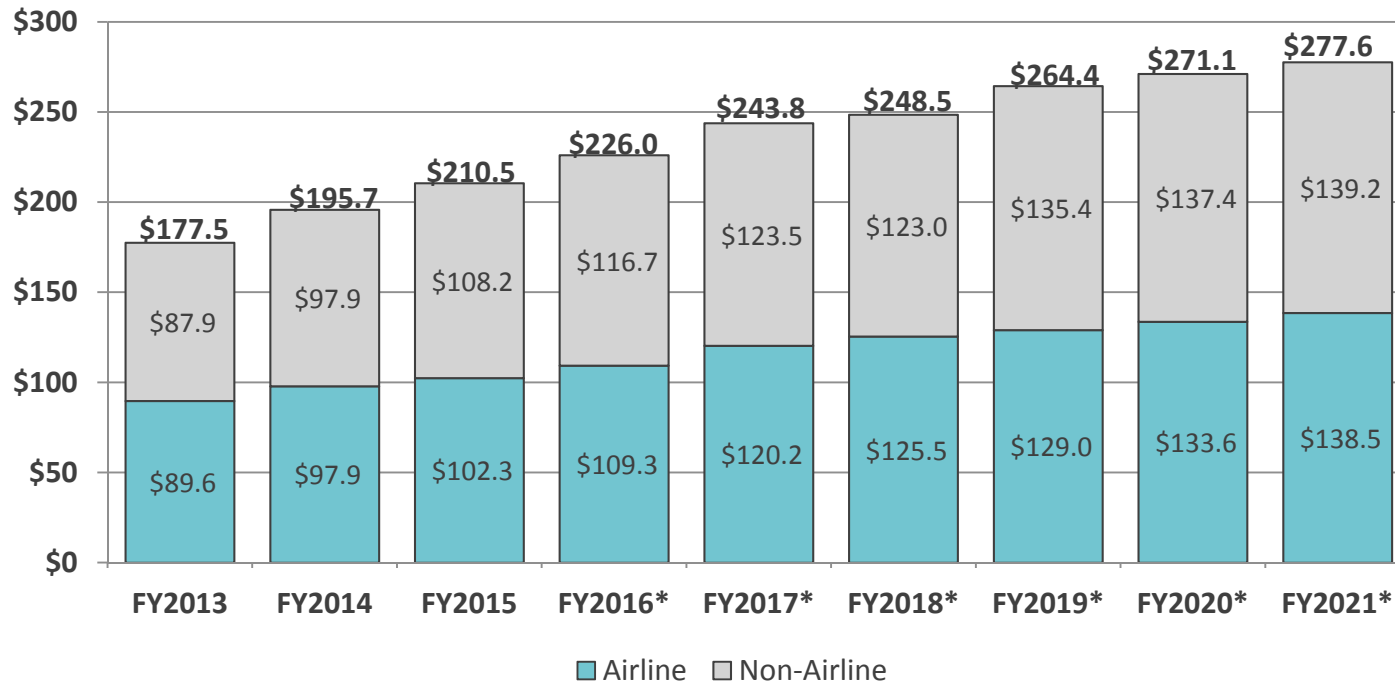
# Enplanements Forecast

Fiscal Year	Enplanements (000's)	Growth Rate	FAA Growth Rate
FY 2011	8,441	-0.2%	
FY 2012	8,575	1.6%	
FY 2013	8,738	1.9%	
FY 2014	9,082	3.9%	
FY 2015	9,713	6.9%	2.6%
FY 2016*	10,352	6.6%	1.8%
FY 2017*	10,611	2.5%	2.1%
FY 2018*	10,823	2.0%	1.9%
FY 2019*	10,985	1.5%	1.6%
FY 2020*	11,128	1.3%	2.0%
FY 2021*	11,273	1.3%	1.7%

\*Projected FY 2016 - FY 2021

# Total Operating Revenue

(in Millions)



\*Projected FY 2016 - FY 2021

# Revenue Assumptions

## Enplanements

- FY 2017 enplanements increase 2.5% vs. FY 2016 Forecast
- FY 2018 enplanements increase 2.0% vs. FY 2017 Budget

## Airline Revenue- recovery methodology remains the same

<i><b>Fiscal Year</b></i>	<i><b>Terminal</b></i>	<i><b>Security</b></i>	<i><b>Airfield</b></i>	<i><b>CUPPS</b></i>
FY 2017	70%	95%	100%	100%
FY 2018	70%	95%	100%	100%

## Terminal Concessions

- FY 2017 - 2018 revenue estimates reflect current Sales Per Enplanement (SEP) rate which is higher than budgeted in FY 2016 and increase in enplanements

# Revenue Assumptions *(Cont'd)*

## Car Rental License Fees

- FY 2017 - 2018 estimates reflect current SEP rate which is lower than budgeted in FY 2016 and increase in enplanements

## Parking Revenue

- Parking Plaza construction expected to begin in August 2016, and continue for 21 months
- Assuming a drop in T2 parking activity due to construction
- Valet revenue increase during construction
- Scheduled FY 2017 Parking Rate increase for Short-Term lots and Valet

## Ground Rentals

- Full year of Rental Car Center (RCC)



# Revenue Assumptions *(Cont'd)*

## Ground Transportation

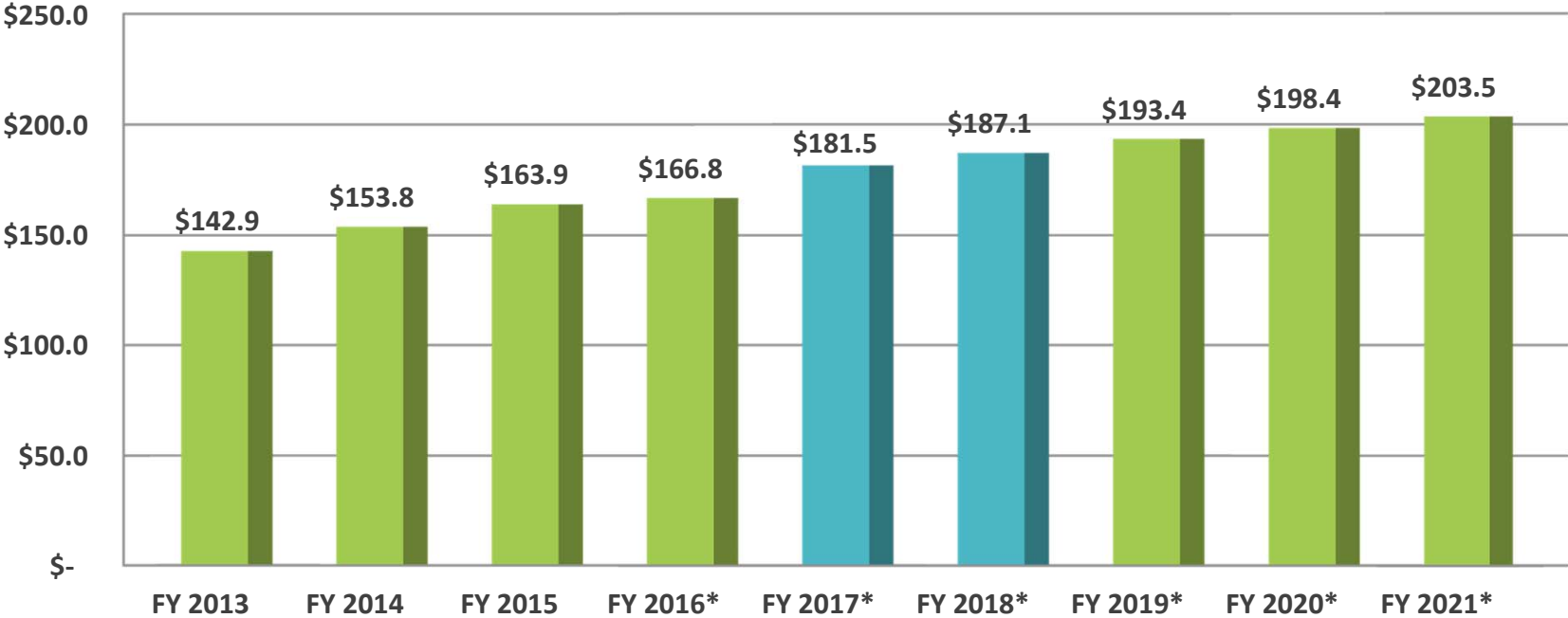
- Reduced user fees – 25% discount for all Alternative Fuel Vehicles (AFV) in FY 2017 and FY 2018
- Increased user fees – 75% premium in FY 2017 for non-AFV and 100% in FY 2018

## Non-Operating Revenue: Customer Facility Charges (CFC)

- CFC increases from \$7.50 per day to \$9.00 per day in January 2017

# Total Expenses (w/o Debt Service)

(in Millions)



\*Projected FY 2016 - FY 2021

# Expense Assumptions

## Personnel

### Salary and Wages

- FY 2017-2018 includes same assumptions as approved in FY 2017 Conceptual Budget
- Pay-for-performance
- Contractually required union increases

### Health and Dental Benefits

- Health: FY 2017-2018 Budget 9.0% renewal rate
- Dental: FY 2017 no increase in rate  
FY 2018 Budget 6.0% renewal rate

### Retirement Benefits

- FY 2017 Budget actuarial rate 12.9%
- FY 2018 Budget actuarial rate 13.5%

# Expense Assumptions *(Cont'd)*

## Non- Personnel

- New TSA security directive regarding employee screening
- Environmental regulatory requirements increase
- Major maintenance increase due to Facility Condition Assessment results
- Security Operation Center (SOC) enhancement
- Rental Car Center (RCC) busing costs (paid with CFCs)



# Budget Challenges

# FY 2017 – FY 2018 Challenges

**Identify New  
Revenue and  
Cost Control  
Opportunities**

**Airport  
Development  
Plan**

**Parking Plaza  
Construction**

**Significant  
Debt Service**

**New TSA  
Security  
Directive**

**Maintenance of  
Aging Facilities**





# Budget Guidelines



# FY 2017 – FY 2018 Budget Guidelines

## 1. **Personnel expenses:** New positions evaluation

- Cost-benefit
- Risk analysis
- Executive team review for consistency with initiatives

## 2. **Non-Personnel expenses:**

- **FY 2017 Budget:** 2% decrease vs. FY 2017 Conceptual Budget (excluding RCC busing)
- **FY 2018 Budget:** 2% increase vs. FY 2017 Budget

## 3. **Develop new/enhanced revenues and cost control ideas**





# Budget Calendar



# Timeline of Key Dates





Questions?





**SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY**

Meeting Date: **MARCH 17, 2016**

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**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 2015-2016 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 RUSSELL  
DIRECTOR, CORPORATE & INFORMATION GOVERNANCE/AUTHORITY CLERK

# **TRAVEL REQUESTS**

**DAVID ALVAREZ**

**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: David Alvarez Dept: 2  
 Position:  Board Member     President/CEO     Gen. Counsel     Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

**2. DATE OF REQUEST:** 2/12/16    **PLANNED DATE OF DEPARTURE/RETURN:** 4/17/16 / 4/20/16


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

Destination: Mexico City    Purpose: Attend Conference  
 Explanation: San Diego Regional Chamber of Commerce California-Mexico Trade Initiative XI

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

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ <u>750</u>
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ _____
<b>B. LODGING</b>	\$ <u>750</u>
<b>C. MEALS</b>	\$ _____
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ <u>1700</u>
<b>E. ENTERTAINMENT (If applicable)</b>	\$ _____
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ <u>100</u>
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$ <u>3300</u>

**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: 2-11-2016

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

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

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

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

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 3/7/16 meeting.  
(Leave blank and we will insert the meeting date.)

**THELLA F. BOWENS**

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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

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

2. DATE OF REQUEST: 2/17/16 PLANNED DATE OF DEPARTURE/RETURN: 4/7/16 / 4/8/16

**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: ACI-NA Nominating Committee Meeting  
Explanation:

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 700.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 100.00

B. LODGING \$ 250.00

C. MEALS \$ 100.00

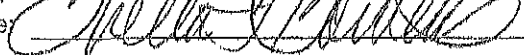
D. SEMINAR AND CONFERENCE FEES \$ \_\_\_\_\_

E. ENTERTAINMENT (If applicable) \$ \_\_\_\_\_

F. OTHER INCIDENTAL EXPENSES \$ 50.00

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 1200.00

**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: 2/17/2016

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

By my signature below, I certify the following:

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

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

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

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

2. DATE OF REQUEST: 2/16/16 PLANNED DATE OF DEPARTURE/RETURN: 4/29/16 / 4/30/16

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


Destination: Overland Park, KS Purpose: Keynote Speaker at Tuskegee Airmen Annual Charter Lunch  
Explanation: \_\_\_\_\_

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ 500.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 100.00
B. LODGING	\$ COMP
C. MEALS	\$
D. SEMINAR AND CONFERENCE FEES	\$
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 650.00</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: 2/17/2016

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

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

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

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

I, \_\_\_\_\_, 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.)

**BRETON K. LOBNER**

**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: Bretton K. Lobner 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:** 1-13-2016 **PLANNED DATE OF DEPARTURE/RETURN:** 5/3/2016 / 5/7/16

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

Destination: Portland, OR Purpose: 2016 Legal Affairs Conference & Exhibition  
Explanation: Legal Affairs Conference

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

**A. TRANSPORTATION COSTS:**

• AIRFARE \$ 400.00  
• OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 0.00

**B. LODGING** \$ 1100.00

**C. MEALS** \$ 150.00

**D. SEMINAR AND CONFERENCE FEES** \$ 826.00

**E. ENTERTAINMENT (if applicable)** \$           

**F. OTHER INCIDENTAL EXPENSES** \$           

**TOTAL PROJECTED TRAVEL EXPENSE** \$           

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

Travelers Signature:  Date: 2-23-16

**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: 2.11.16

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

\_\_\_\_\_, 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.)

# **EXPENSE REPORTS**

**THELLA F. BOWENS**

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

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

TRAVELER: Thella F. Bowens DEPT. NAME & NO. Executive Office/BU 6  
 DEPARTURE DATE: 1/27/2016 RETURN DATE: 1/27/2016 REPORT DUE: 2/26/16  
 DESTINATION: San Francisco, CA

*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)	556.20				1/27/16				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.)*					67.00				67.00
Hotel*									0.00
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (include tips pd.)	Breakfast*				4.52				4.52
	Lunch*				25.75				25.75
	Dinner*								0.00
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous:									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>556.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>67.27</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>67.27</b>

Explanation:	Total Expenses Prepaid by Authority	556.20
	Total Expenses Incurred by Employee (including cash advances)	87.27
	<b>Grand Trip Total</b>	<b>643.47</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	556.20
	<b>Due Traveler (positive amount)<sup>2</sup></b>	
<b>Due Authority (negative amount)<sup>3</sup></b>	<b>87.27</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.  
 Travel and Lodging Expense Reimbursement Policy 3.40 Business Expense Reimbursement Policy 3.30

Prepared By: Kim Myers Ext.: 2447  
 Traveler Signature: Thella F. Bowens Date: 2/17/2016  
 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 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: Thella F. Bowers Dept: 8  
 Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 1/11/16 PLANNED DATE OF DEPARTURE/RETURN: 1/25/16 / 1/27/16

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

Destination: Washington, DC and San Francisco, CA

Purpose: Meeting with Federal Executive and Legislative Staff Re: CBP Issues (BOT/BOB) and Meeting with California Governor's Staff Re: Air Resources Board Issues

Explanation:

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	800.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	100.00
<b>B. LODGING</b>	\$	730.00
<b>C. MEALS</b>	\$	150.00
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$	
<b>E. ENTERTAINMENT (if applicable)</b>	\$	
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$	50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$	1830.00

**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: 6 JAN 2015

**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: 1.6.15

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

I, Tanya R. Russell, Authority Clerk, hereby certify that this document was approved by the Executive Committee at its 1-16-16 meeting.  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 (Leave blank and we will insert the meeting date.)



Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700



Monday, 25JAN 2016 02:01 PM EST

Passengers: THELLA BOWENS (06)

Agency Reference Number: MERLRD

Click here to view your current Itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

Virgin America Confirmation MERLGV

Please review your Itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
 Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

You are a valued client and we want to do everything possible to make your trip enjoyable and worry free.  
 Because the unexpected can occur, we offer the Travel Insured Plan. It has excellent  
 benefits and combines insurance coverage with Emergency Hotline Services. Please click the following link  
 for a free quote or more information. [Click Here](#) (Currently Available For U.S. Departures Only)



<p><b>Virgin America</b>  <b>From:</b> San Diego CA, USA  <b>To:</b> San Francisco CA, USA  <b>Stops:</b> Nonstop  <b>Seats:</b> 09C  <b>Equipment:</b> Airbus A320 Jet  <b>DEPARTS SAN TERMINAL 2 - ARRIVES SFO TERMINAL 2</b>  <b>EXIT ROW AISLE</b>  <b>Virgin America Confirmation number is MERLGV</b></p>	<p><b>Flight Number:</b> 0084  <b>Depart:</b> 07:00 AM  <b>Arrive:</b> 08:29 AM  <b>Duration:</b> 1 hour(s) 29 minute(s)  <b>Status:</b> CONFIRMED</p>	<p><b>Class:</b> Y-Coach/Economy  <b>Miles:</b> 436 / 698 KM</p>
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<p><b>Virgin America</b>  <b>From:</b> San Francisco CA, USA  <b>To:</b> San Diego CA, USA  <b>Stops:</b> Nonstop  <b>Seats:</b> 09C  <b>Equipment:</b> Airbus A320 Jet  <b>DEPARTS SFO TERMINAL 2 - ARRIVES SAN TERMINAL 2</b>  <b>EXIT ROW AISLE</b>  <b>Virgin America Confirmation number is MERLGV</b></p>	<p><b>Flight Number:</b> 0958  <b>Depart:</b> 03:20 PM  <b>Arrive:</b> 04:45 PM  <b>Duration:</b> 1 hour(s) 25 minute(s)  <b>Status:</b> CONFIRMED</p>	<p><b>Class:</b> Y-Coach/Economy  <b>Miles:</b> 436 / 698 KM</p>
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A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN  
 UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.  
 VIRGIN AMERICA CONFIRMATION NUMBER - MERLGV  
 FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-8043

**Ticket/Invoice Information**

Ticket for: THELLA BOWENS  
 Date issued: 1/26/2016 Invoice Nbr: 5369441

Ticket Nbr: VX7746035419 Electronic Tkt: Yes Amount: 526.20  
Base: 463.26 US Tax: 34.74 USD XT Tax: 28.20 USD  
Charged to: \*\*\*\*\*

Service fee: THELLA BOWENS  
Date issued: 1/25/2016  
Document Nbr: XD0671449407 Amount: 30.00  
Charged to: \*\*\*\*\*

Total Tickets: 526.20  
Total Fees: 30.00  
Total Amount: 556.20

**Click here 24 hours in advance to obtain boarding passes:**

[VIRGIN AMERICA](#)

**Click here to review Baggage policies and guidelines:**

[VIRGIN AMERICA](#)

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 1am-5:30pm Pacific Monday - Friday,

Saturday from 8am-1pm Pacific.

For EMERGENCY AFTERHOURS assistance in the US, please call 888-221-8043 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.

**RECEIPTS FROM TRAVEL TO SAN FRANCISCO, CA  
JANUARY 27, 2016 - THELLA F. BOWENS**

**005 - Montgomery**

221 Montgomery Street  
San Francisco, CA 94104  
Phone (415) 834-0472

LA FUSION  
475 PINE ST  
SAN FRANCISCO, CA 94104  
ph 415-781-0894

1/27/2016 9:31:37 AM  
Order Id: AAA5JFBNAEAF  
#57 - Take Out  
Employee: Irma M Medina

1 Green Chili Smoked Cheddar Quich \$4.00  
SF Employer Mandate 4% (Hot Food)  
Sub Total \$4.16  
Sales Tax \$0.36  
Order Total \$4.52  
Cash \$4.52  
Change Due \$0.00

--> Order Closed <--

Guest Check  
Thanks For Dining With Us!!!

TABLE: 1 - 4 Guests  
MARIA

1/27/2016 12:26:19 PM - ID #: 0083900  
ITEM QTY PRICE

Cup Soup	1	<del>(4) \$4.00</del>	\$18.00	4.00
Fried Empanadas	1		\$12.00	
Mixed Green Salad	1		\$9.00	
Arugula Salad	1		\$10.00	
S-Stir Fried Vegetables	1		\$6.00	

Subtotal ~~\$20.00~~ \$53.00  
Total Taxes 1.75 \$4.64

Grand Total ~~\$21.75~~ \$57.64  
Amount Due: 4.00 \$57.64 Tip  
\$25.75

See You Next Time!  
Guest Check

LA FUSION  
475 PINE ST  
SAN FRANCISCO, CA 94104  
ph 415-781-0894

Thanks For Dining With Us!!!

TABLE: 1 - 4 Guests

MARIA

1/27/2016 12:30:40 PM - ID #: 0083900

ITEM QTY PRICE

Cup Soup	1	\$4.00	\$18.00	4.00
Fried Empanadas	1		\$12.00	
Mixed Green Salad	1		\$9.00	
Arugula Salad	1		\$10.00	
S-Stir Fried Vegetables	1		\$6.00	
Subtotal			\$53.00	
Total Taxes			\$4.64	

Grand Total ~~\$20.00~~ \$57.64

Prev. Payments 1.75

credit (6663) (ending) 4.00

Total Paid: \$25.75

Credit Purchase  
Name : BOWENS/THELLA F  
CC TYPE :  
CC Num : XXXX XXXX XXXX  
Reference : 408355  
Approval : 553185  
Server : MARIA  
Ticket Name : 1

Payment Amount: \$4.52

Tip: \_\_\_\_\_

Total: \_\_\_\_\_

RECEIPTS FROM TRAVEL TO SAN FRANCISCO, CA  
JANUARY 27, 2016 - THELLA F. BOWENS



FARE \$48 + \$9 TIP  
FROM AIRPORT \$57  
TO DOWNTOWN SFO  
DATE 1/27/16  
CAB# \_\_\_\_\_  
DRIVER \_\_\_\_\_

415.333.3333





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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

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

2. DATE OF REQUEST: 10/27/2015 PLANNED DATE OF DEPARTURE/RETURN: 2/2/2016 / 2/5/2016

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

Destination: Orlando, FL Purpose: Attend ACI-NA CEO Forum & Winter Board of Directors Meeting

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

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 600.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 100.00

**B. LODGING**

\$ 780.00

**C. MEALS**

\$ 300.00

**D. SEMINAR AND CONFERENCE FEES**

\$ 695.00

**E. ENTERTAINMENT (if applicable)**

\$ \_\_\_\_\_

**F. OTHER INCIDENTAL EXPENSES**

\$ 50.00

**TOTAL PROJECTED TRAVEL EXPENSE**

\$ 2425.00

**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: 10/27/15

**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**

Lorraine Bennett, 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 11-9-2015 meeting.  
(Leave blank and we will insert the meeting date.)

# TRAVELTRUST

Traveltrust Corporation  
374 North Coast Hwy 101, Suite F  
Encinitas, CA 92024  
Phone: (760) 635-1700



Wednesday, 9DEC 2016 08:02 PM EST

Passengers: THELLA BOWENS (06)

Agency Reference Number: GAPBKU

Click here to view your current Itinerary or ETicket receipt on-line: [trjpcase.com](http://trjpcase.com)

American Airlines Confirmation GAPBKU

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

You are a valued client and we want to do everything possible to make your trip enjoyable and worry free.  
Because the unexpected can occur, we offer the Travel Insured Plan. It has excellent  
benefits and combines insurance coverage with Emergency Hotline Services. Please click the following link  
for a free quote or more information. [Click Here](#) (Currently Available For U.S. Departures Only)

AIR	Tuesday, 2 FEB 2016	
American Airlines	Flight Number: 2289	Class: S-Coach/Economy
From: San Diego CA, USA	Depart: 07:50 AM	
To: Dallas/Ft Worth TX, USA	Arrive: 12:46 PM	
Stops: Nonstop	Duration: 2 hour(s) 56 minute(s)	
Seats: 09D	Status: CONFIRMED	Miles: 1175 / 1880 KM
Equipment: 32B/AIR	MEAL: FOOD FOR PURCHASE	
DEPARTS SAN TERMINAL 2		
Frequent Flyer Number: [REDACTED]		
EXTRA LEG ROOM AISLE SEAT CONFIRMED		
American Airlines Confirmation number is GAPBKU		
AIR	Tuesday, 2 FEB 2016	
American Airlines	Flight Number: 2433	Class: S-Coach/Economy
From: Dallas/Ft Worth TX, USA	Depart: 01:36 PM	
To: Orlando FL, USA	Arrive: 05:02 PM	
Stops: Nonstop	Duration: 2 hour(s) 27 minute(s)	
Seats: 09D	Status: CONFIRMED	Miles: 974 / 1558 KM
Equipment: 32B/AIR	MEAL: FOOD FOR PURCHASE	
Frequent Flyer Number: [REDACTED]		
EXTRA LEG ROOM AISLE SEAT CONFIRMED		
American Airlines Confirmation number is GAPBKU		
AIR	Friday, 6 FEB 2016	
American Airlines	Flight Number: 2280	Class: V-Coach/Economy
From: Orlando FL, USA	Depart: 02:24 PM	
To: Dallas/Ft Worth TX, USA	Arrive: 04:25 PM	
Stops: Nonstop	Duration: 3 hour(s) 1 minute(s)	
Seats: 15C	Status: CONFIRMED	Miles: 974 / 1558 KM

Equipment: Boeing 737-800 Jet

MEAL: FOOD FOR PURCHASE

Frequent Flyer Number: [REDACTED]

EXIT ROW AISLE SEAT CONFIRMED

American Airlines Confirmation number is GAPBKU

AIR: Friday, 5 FEB 2016

American Airlines

Flight Number: 1214

Class: G-Coach/Economy

From: Dallas/Ft Worth TX, USA

Depart: 06:16 PM

To: San Diego CA, USA

Arrive: 06:27 PM

Stops: Nonstop

Duration: 3 hour(s) 12 minute(s)

Seats: 12G

Status: CONFIRMED

Miles: 1176 / 1880 KM

Equipment: 32B/AIR

MEAL: FOOD FOR PURCHASE

ARRIVES SAN TERMINAL 2

Frequent Flyer Number: [REDACTED]

EXIT ROW AISLE SEAT CONFIRMED

American Airlines Confirmation number is GAPBKU

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 TRAVEL TRUST BEFORE YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY. AMERICAN AIRLINES CONFIRMATION NUMBER - GAPBKU FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-8043

**Ticket/Invoice Information**

Ticket for: THELLA BOWENS

Date issued: 12/9/2015 Invoice Nbr: 6365093

Ticket Nbr: AA7701517304 Electronic Tkt: Yes Amount: 644.20

Base: 657.21 US Tax: 41.79 USD XT Tax: 45.20 USD

Charged to: [REDACTED]

Service fee: THELLA BOWENS

Date Issued: 12/9/2015

Document Nbr: XD0669958407

Amount: 30.00

Charged to: [REDACTED]

Total Tickets: 644.20

Total Fees: 30.00

Total Amount: 674.20

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 1am-5:30pm Pacific Monday - Friday.

Saturday from 9am-1pm Pacific.

For EMERGENCY AFTERHOURS assistance in the US, please call 888-221-8043 and use VIP Code SJE72.

You can also use the Direct Dial Number 662-233-1914 or the collect number 662-647-0081.

Each call is billable at a minimum \$25.00.



December 17, 2015

### Meeting Confirmation & Receipt

Please review your CONTACT information below as it will be used for resters and badges. Any changes should be sent to [meetings@aci-na.org](mailto:meetings@aci-na.org) immediately.

Please note: The company name listed is per your Official Representative to ACI-NA. No changes to Company name are permitted.

Ms. Thella F. Bowens  
President/CEO  
Nickname: Thella  
San Diego County Regional Airport Authority  
PO Box 82776  
San Diego, CA 92138

PH: (619) 400-2445  
FX: (619) 400-2448  
EM: [tbowens@san.org](mailto:tbowens@san.org)

You are registered for the following:

**2016 CEO Forum & Winter Board of Directors Meeting**  
Wednesday, February 03, 2016 through Friday, February 05, 2016

Wyndham Grand Orlando Resort Bonnet Creek  
14651 Chelonia Parkway  
Orlando, FL 32821

Function	Quantity	Rate	Amount
Airport Members Registration Fee	1	\$695.00	\$695.00
		Total	\$695.00
		Payment	\$695.00
		Balance	\$0.00



December 17, 2015

## Meeting Confirmation & Receipt

Please review your **CONTACT** information below as it will be used for rosters and badges. Any changes should be sent to [meetings@aci-na.org](mailto:meetings@aci-na.org) immediately.

**Please note: The company name listed is per your Official Representative to ACI-NA. No changes to Company name are permitted.**

Ms. Thella F. Bowens  
President/CEO  
Nickname: Thella  
San Diego County Regional Airport Authority  
PO Box 82776  
San Diego, CA 92138

PH: (619) 400-2443  
FX: (619) 400-2448  
EM: [tbowens@san.org](mailto:tbowens@san.org)

You are registered for the following:

Function	Quantity	Rate	Amount
----------	----------	------	--------

Page: 2

Thank you for registering for the 2016 CEO Forum & Winter Board of Directors Meeting, February 3-5, 2016. The meeting will be held at Wyndham Grand Orlando Resort Bonnet Creek Orlando, Florida.

#### HOTEL RESERVATIONS

Please call Wyndham Grand Orlando Resort Bonnet Creek directly at (407) 390-2480. Be sure to identify yourself as an ACI-NA Meeting attendee to receive the discounted rate of \$259.00 USD single/double occupancy per night, plus applicable taxes.

The last day to receive this rate is January 11, 2016. Rooms may sell out before this date. Make your reservations early.

#### CANCELLATION REFUND POLICY

Cancellations must be submitted in writing to [meetings@aci-na.org](mailto:meetings@aci-na.org) by December 21, 2015. Cancellations received by December 21, 2015 are eligible to receive a refund, less \$100 processing fee. Refunds will be processed after the conclusion of the conference. No refunds or credits will be given for cancellations received after the cancellation deadline date. No shows are not eligible for refunds or credits.

We look forward to seeing you at the 2016 CEO Forum & Winter Board of Directors Meeting in Orlando, Florida.

**WYNDHAM GRAND ORLANDO RESORT**  
**BONNET CREEK**

Wyndham Grand Orlando Resort, Bonnet Creek  
 14851 Chelonia Parkway  
 Orlando, FL 32821  
 Tel: (407)390-2300 Fax: (407) 239-1361

**INFORMATION INVOICE**

Arrival : 02-02-16  
 Departure : 02-05-16  
 Company Name : Airports Coun Intl - North Amer  
 Thella Bowers  
 PO Box 82778  
 San Diego CA 92138  
 US

Folio / Invoice # : /  
 WVO Ref # :  
 Reference # : 32CSR7SK  
 Room No. : 1206  
 Page No. : 1 of 1  
 Wyndham BYR No. : Join today at Wyndham.com |  
 Conf. No. : 22847460  
 Cashier No. :  
 A/R Number :

Date	Description	Reference	Charges	Credits
02-02-16	Room Charge*		259.00	} \$291.38
02-02-16	Occupancy Tax*		15.54	
02-02-16	State Tax*		16.84	
02-03-16	Room Charge*		259.00	} \$291.38
02-03-16	Occupancy Tax*		15.54	
02-03-16	State Tax*		16.84	
02-04-16	The Barista-Breakfast	Room# 1206   CHECK# 0042832	4.33	receipt attached
02-04-16	Room Charge*		259.00	} \$291.38
02-04-16	Occupancy Tax*		15.54	
02-04-16	State Tax*		16.84	
02-05-16	American Express			878.47
<b>Total</b>			<b>878.47</b>	<b>878.47</b>
<b>Balance</b>				<b>0.00</b>

Thank you for staying with us! Please dial extension 2099 if you need any assistance with your luggage when checking out. Please contact the Hotel Manager about any issues with your stay. Wyndham Hotels and Resorts or affiliates may contact you about goods and services unless you call 888-946-4283 or write to Wyndham Worldwide Hotels, Inc. 22 S. Ivan Way, Parsippany, NJ 07064 to opt out. View our Wyndham Hotels and Resorts website about privacy.



Wyndham Grand  
Orlando Resort Bonnet Creek  
14651 Chelonia Parkway  
Orlando, FL 32821  
407-390-2300

40020 Nadia 2

CHK 2832  
2/4/2016 6:27 AM

1 Coffee TL	3.60
\$ CHG TIP	\$0.50
Room Charge	\$4.33
1206/Bowens	

Subtotal	\$3.60
Service Charge	\$0.50
Sales Tax	\$0.23
Payment	\$4.33
<b>Change Due</b>	<b>\$0.00</b>

----- Check Closed -----  
2/4/2016 6:29 AM

Wyndham Grand  
Orlando Resort Bonnet Creek  
14651 Chelonia Parkway  
Orlando, FL 32821  
407-390-2300

40020 Nadia 1

CHK 2832  
2/4/2016 6:27 AM

1 Coffee TL	3.60
Subtotal	\$3.60
Sales Tax	\$0.23
<b>Total Due</b>	<b>\$3.83</b>

\*\* PLEASE SHOW GRAND HOTEL KEY FOR  
ROOMCHARGE \*\*

TIP: \_\_\_\_\_

TOTAL: 4.33

ROOM: 1206

NAME: Jill Bowens

STAMP: [Signature]

RECEIPTS FROM TRAVEL TO ORLANDO, FL  
FEBRUARY 2-5, 2016 - THELLA F. BOWENS

2/2/16

RAILHEAD  
DNC Travel Hospitality Services  
DFW Terminal D

LUNCH

Sale \*\*\*\*\* Terminal:1

Auth:574112 Ref: 96579  
Tb1:0 Date:2/2/2016 Time:12:43 pm  
Invoice:424298 Name:Tiffany

- BBQ Plate  
- SODA

Approved - Thank You

Amount \$14.66

MID: 37204830788!

Cardholder agrees to pay issuer  
such total in accordance with  
issuer's agreement with  
cardholder.

Signature  
THELLA F BOWENS

CUSTOMER COPY

\$11.50  
\$ 1.50  

---

\$ 13.00  
TIP 1.66  

---

\$ 14.66

	SANDWICH	SANDWICH PLATE	DINNER PLATE	POUND
Sliced Beef	5.75	7.75	11.75	12.05
Chicken Breast	5.25	7.25	11.50	9.00
Chopped Beef	4.50	6.40	8.50	8.50
Sausage	4.50	6.50	8.50	8.50
Salami	4.50	6.50	8.50	8.50
Roast Beef	4.50	6.50	8.50	8.50
Ham	4.50	6.50	8.50	8.50
Ribs	7.75	9.25	11.05	12.25
Turkey Breast	5.25	7.25	11.50	9.00
Combination Plate	11.50			
Baked Potatoes	4.50	With choice of meat	7.00	
Cheddar Potatoes	4.25			
French Fries	2.50	With Onion	2.95	
Large Fries	2.75	With Onion	3.75	
Beans	1.75	(Pint)	3.50	(Quart) 7.00
Potato Salad	1.75	(Pint)	3.50	(Quart) 7.00
Slaw	1.75	(Pint)	3.50	(Quart) 7.00
Cheddar Cat	3.25			
Soups, Drinks and Tea	1.50	Large	1.95	
Cobblers	2.25	Large Cream	1.25	
<b>Thursday Special</b>		<b>Tuesday &amp; Saturday</b>		
Roast Sandwich Plate 8.95		Chicken Plate 7.25		
(Meat & Two Vegetables)		(Two & Two Vegetables)		
<b>Wednesday Special</b>		<b>Monday &amp; Friday Special</b>		
Sliced Sandwich & Fries 6.95		Pork Sandwich Plate 6.95		
		(Meat & Two Vegetables)		
<b>Sandwich Plate includes</b>				
(Choice of two)				
(Buns • Potato Salad • Cole Slaw • Pickles) • (Served on two sides)				

LIFE IS TOO SHORT TO LIVE IN DALLAS

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**RECEIPTS FROM TRAVEL TO ORLANDO, FL  
FEBRUARY 2-5, 2016 - THELLA F. BOWENS**

2/3/16

2/5/16

Welcome to Chick-fil-A  
Lake Buena Vista FSU (#00660)  
Orlando, FL  
(407) 827-7032  
Operator: Rock Guarisco

SALT LICK BBQ  
DNC Travel Hospitality Services  
DFW Terminal A

CUSTOMER COPY  
2/3/2016 8:06:28 PM  
DINE IN

Tbl:0 Ref:117668  
Ashley Chk:117668  
2/5/2016 5:27 pm

Order Number: 4304554

1	CobSld Nug	7.35
	+ Avo Ranch	
1	Unswt/Limnde LG	2.09
Sub. Total:		\$9.44
Tax:		\$0.62
Total:		\$10.05

Sampler Platter	15.29
-----	
SubTotal	15.29
State Tax	1.25
-----	
Total	16.55
-----	
***	16.55
-----	
Amount Paid	16.55

Change \$0.00  
American Express: \$10.06 ✓  
Register:4 Tran Seq No: 4304554  
Cashier:Derek

\*\*\* Quality IS what we are all about  
\*\*\*

It was our pleasure serving you!  
Have a wonderful day.  
Find Us On Facebook  
Search Chick-fil-A Lake Buena Vista

SALT LICK BBQ  
DNC Travel Hospitality Services  
DFW Terminal A

Card Num : XXXXXXXXX  
Terminal : KA19521716004  
Approval : 563502  
Sequence : 043009

Sale Terminal:1  
\*\*\*\*\*

Auth:566176  
Tbl:0 Ref: 117668  
Date:2/5/2016 Time:5:28 pm  
Invoice:840335 Name:Ashley

Approved - Thank You

Amount: \$16.55 ✓

MID: 372048307881

Cardholder agrees to pay issuer  
such total in accordance with  
issuer's agreement with  
cardholder.

Signature  
THELLA F BOWENS

**RECEIPTS FROM TRAVEL TO ORLANDO, FL  
FEBRUARY 2-5, 2016 - THELLA F. BOWENS**

2/5/16

SALT LICK BBQ  
DNC Travel Hospitality Services  
DFW Terminal A

SALT LICK BBQ  
DNC Travel Hospitality Services  
DFW Terminal A

Tbl:0 Ref:415109  
Chk:415120  
Yaser 2/5/2016 5:40 pm

Soda- Regular	2.25
-----	-----
SubTotal	2.25
State Tax	0.19
Total	2.44
****	2.44
Amount Paid	2.44

\*\*\* Quality IS what we are all about  
\*\*\*

Sale  
\*\*\*\* \* \* \* \* \* Terminal:1

Auth:548014  
Tbl:0 Ref:415109  
Date:2/5/2016 Time:5:40 pm  
Invoice:3017451 Name:Yaser

Approved - Thank You

Amount: \$2.44 ✓

MID: 372048307881

Cardholder agrees to pay issuer  
such total in accordance with  
issuer's agreement with  
cardholder.

Signature  
THELLA F BOWENS

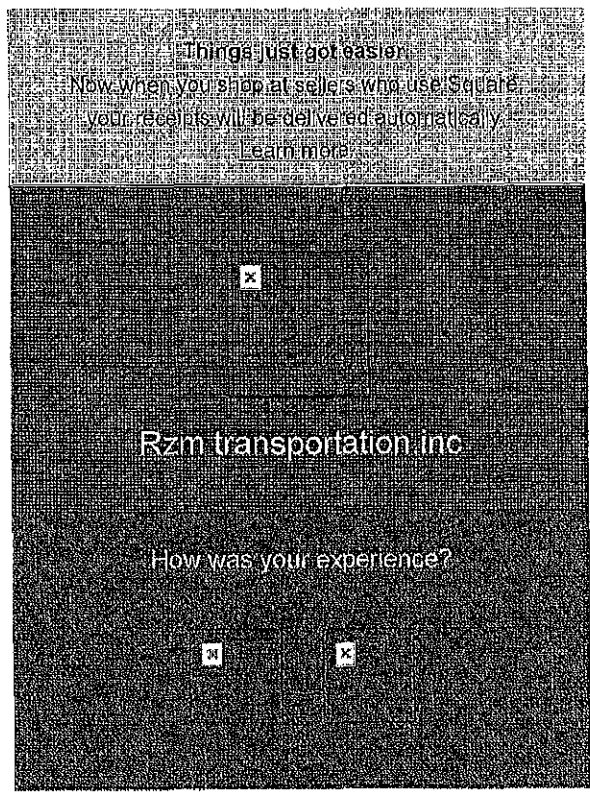
CUSTOMER

Ayers Kim

From: Rzm transportation.Inc via Square <receipts@messaglng.squareup.com>  
Sent: Friday, February 05, 2016 9:35 AM  
To: Bowens Thella  
Subject: Receipt from Rzm transportation.Inc

2/5/16

HOTEL - AIRPORT



\$ 87.50

Custom Amount	\$70.00
Subtotal	\$70.00
Tip	\$17.50 14 00
Total	\$87.50 21.50





2/5/2016, 12:33 PM



#TNK1


THELLA F BOWENS

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ACT

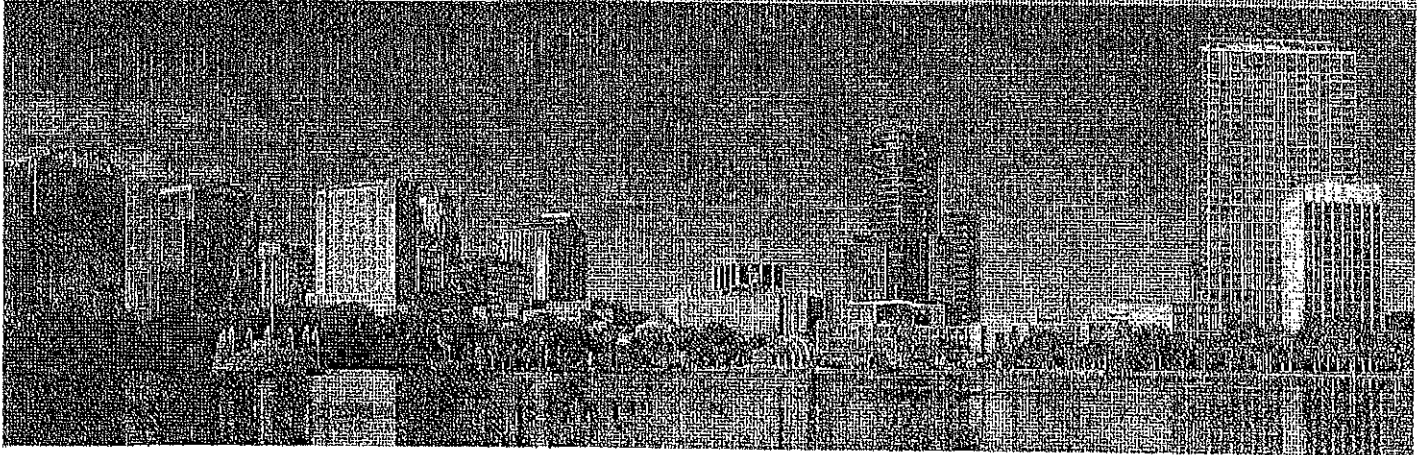
KORTH AMERICA

ASSOCIATION OF  
CORPORATE  
INTERLOCKERS



# 2016 CEO FORUM & WINTER BOARD MEETING

14-15 FEBRUARY 2016  
LANGHAM MANOR





# 2016 CEO FORUM & WINTER BOARD MEETING

As of January 28, 2016.

Wi-Fi Information  
Network: ACINA  
Password: airports16

## Tuesday, February 2, 2016

2:00 PM - 5:00 PM      **Executive Committee Meeting**  
*Discovery B*

## Wednesday, February 3, 2016

7:30 AM - 3:00 PM      **Registration**  
*Grand Registration Desk*

7:30 AM - 9:00 AM      **Canadian Executive Committee Breakfast Meeting**  
*Discovery A*

8:00 AM - 4:00 PM      **HeadShot Café by EPNAC**  
*Bimini Foyer*

Take a few minutes to update your professional headshot photograph. Come sit for a professional make-up session and then have your photograph taken and emailed to you on the spot.

8:00 AM - 9:00 AM      **Breakfast**  
*Grand Foyer*

8:30 AM - 10:30 AM      **U.S. Policy Board Meeting**  
*Ponce de Leon 4/5*

9:00 AM - 10:50 AM	<b>Canadian Small Airport Caucus Meeting</b> <i>Ponce de Leon 6/7</i>	<b>Canadian Large Airport Caucus Meeting</b> <i>Discovery B</i>
--------------------	--	--

11:00 AM - 12:00 PM      **Joint U.S. Policy Board and U.S. Government Affairs Steering Group Meeting**  
*Steering Group Members, U.S. Policy Board Members and Airport Directors Only*  
*Ponce de Leon 3*

11:00 AM - 12:30 PM      **Canadian Policy Board and Membership Meeting**  
*Ponce de Leon 6/7*

12:00 PM - 1:30 PM      **Lunch**  
*Tescoro Cove*

12:30 PM - 1:45 PM      **Lunch/Closed Canadian Policy Board Meeting**  
*Ponce de Leon 6/7*



# 2016 CEO FORUM & WINTER BOARD MEETING

As of January 28, 2016.

Wi-Fi Information  
Network: ACINA  
Password: airports16

- 2:00 PM - 4:15 PM      **ACI-NA Board of Directors Meeting**  
*Ponce de Leon 3*
  - 4:30 PM - 5:45 PM      **WBP/Associates Board Meeting**  
*Ponce de Leon 4/5*
  - 5:45 PM - 7:00 PM      **Welcome Networking Reception Sponsored by SSP America**  
*Back Bay Patio*
  - 7:00 PM - 9:00 PM      **ACI-NA PAC Dinner**  
*Executive Lounge (12th Floor)*
- Separate registration required. Contact Nathan Pick at [npick@aci-na.org](mailto:npick@aci-na.org) for details.*

## Thursday, February 4, 2016

- 7:30 AM - 3:00 PM      **Registration**  
*Grand Registration Desk*
  - 7:30 AM - 8:15 AM      **Exec-to-Exec Meeting**  
*ACI-NA and WBP/Associates Board Executive Committee Members Only*  
*Discovery*
  - 7:30 AM - 8:30 AM      **Breakfast**  
*Grand Foyer*
  - 8:00 AM - 4:00 PM      **HeadShot Café by EPNAC**  
*Bimini Foyer*
  - 8:30 AM - 8:45 AM      **CEO Forum Welcome and Introductions**  
*Ponce de Leon 1/2*
- Phillip N. Brown, *Executive Director*, Greater Orlando Aviation Authority  
Kevin M. Burke, *President & CEO*, ACI-NA  
Maureen Riley, *Chair*, ACI-NA; *Executive Director*, Salt Lake City Department of Airports
- 8:45 AM - 9:30 AM      **Changing Lanes: The Future of Ground Transportation**  
*Ponce de Leon 1/2*
- Introduction by Robert R. Wigington, President and CEO, Metropolitan Nashville Airport Authority.*
- Craig Leiner, Transportation Consultant*



# 2016 CEO FORUM & WINTER BOARD MEETING

As of January 28, 2016.

Wi-Fi Information  
Network: ACINA  
Password: airports16

9:30 AM - 10:30 AM

**Air Service Connectivity: Building Your Network**  
*Ponce de Leon 1/2*

*Introduction by Kelly Fredericks, President and CEO, Rhode Island Airport Corporation.*

*Seth Kaplan, Managing Partner, Airline Weekly*

10:30 AM - 11:00 AM

**Break**  
*Ponce de Leon Foyer*

11:00 AM - 12:00 PM

**Challenge 2025: Setting the Industry Agenda For The Next Decade**  
*Small Group Discussion Sessions*

U.S. Large Airport Hub Caucus  
*Ponce de Leon 4*

CAC Large Airport Caucus  
*Birnini Boardroom*

U.S. Medium Airport Hub Caucus  
*Ponce de Leon 5*

CAC Small Airport Caucus  
*Ponce de Leon 7*

U.S. Small Airports Committee  
*Ponce de Leon 6*

WBP/Associates  
*Discovery*

12:15 PM - 1:30 PM

**Networking Lunch**  
*Ponce de Leon 3*

1:45 PM - 3:00 PM

**A Shared Vision For Our Future**  
*A Facilitated Discussion on Challenge 2025*  
*Ponce de Leon 1/2*

*Facilitated by Angela Gittens, Director General, ACI.*

3:00 PM - 3:30 PM

**Break**  
*Ponce de Leon Foyer*

3:30 PM - 4:45 PM

**Top 10 Things You Need to Know About Managing Construction**  
*Airports Only*  
*Ponce de Leon 1/2*

*Introduction by Maureen Riley, Chair, ACI-NA, and Executive Director, Salt Lake City Department of Airports.*

*Roy Block, President, R. W. Block Consulting, Inc.*  
*Stan Thornton, COO, Orlando International Airport*

3:30 PM - 4:45 PM

**WBP/Associates Board Planning Session**  
*Ponce de Leon 4/5*



# 2016 CEO FORUM & WINTER BOARD MEETING

As of January 28, 2016.

Wi-Fi Information  
Network: ACINA  
Password: airports16

- 5:45 PM Buses Depart for Epcot® Theme Park
- 8:15 PM - 9:30 PM Epcot® Dessert Reception and Fireworks Display  
Hosted by Orlando International Airport  
Odyssey Events Pavilion  
Open to All Attendees

## Friday, February 5, 2016

- 7:45 AM - 10:00 AM **Registration**  
Grand Registration Desk
- 7:45 AM - 8:30 AM **Conference Breakfast**  
Ponce de Leon Foyer
- 8:30 AM - 9:30 AM **Smart Security: Mitigating Risk and Improving the Passenger Experience**  
Ponce de Leon 1/2
- Antoine Rostworowski, *Director, Facilitation and IT, ACI World*  
Pierre Charbonneau, *Director, Passenger, IATA*  
Moderated by William Vanecek, *Vice Chair, ACI-NA; Director of Aviation, Buffalo Niagara International Airport*
- 9:30 AM - 10:45 AM **Innovative Leadership: The Runway to Success**  
Ponce de Leon 1/2
- Michael Bell, *Consultant, Spencer Stuart*  
Zack Deming, *Principal, Korn Ferry*  
Doug Kuelpman, *President, ADK Consulting & Executive Search*  
Moderated by Candace McGraw, *CEO, Cincinnati/Northern Kentucky Intl. Airport*
- 10:45 AM - 11:15 AM **Break**  
Ponce de Leon Foyer
- 11:15 AM - 12:00 PM **ACI-NA Town Hall**  
Ponce de Leon 1/2
- Kevin M. Burke, *President and CEO, ACI-NA*  
Maureen Riley, *Chair, ACI-NA; Executive Director, Salt Lake City Department of Airports*
- 12:00 PM **Wrap Up and Adjourn**
- 12:30 PM **Golf Outing**  
On your own. Contact Bob Mattingly at [bob.mattingly@srq-airport.com](mailto:bob.mattingly@srq-airport.com) if you would like to play golf at the Waldorf Astoria Golf Course.

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

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

TRAVELER: Thella F. Bowers DEPT. NAME & NO. Executive Office/BU 8  
 DEPARTURE DATE: 2/7/2016 RETURN DATE: 2/13/2016 REPORT DUE: 3/14/16  
 DESTINATION: Auckland, New Zealand

*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 2/7/16	MONDAY 2/8/16	TUESDAY 2/9/16	WEDNESDAY 2/10/16	THURSDAY 2/11/16	FRIDAY 2/12/16	SATURDAY 2/13/16	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$7,747.66								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.)*								78.60	78.60
Hotel*			351.13	277.42	324.33	324.33	324.33		1,601.54
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (Include tips pd.)	Breakfast*				14.07	22.12	23.12	19.43	78.74
	Lunch*			18.20	13.36	34.18	19.70		85.43
	Dinner*			34.74	37.65		35.40		107.79
	Other Meals*								0.00
<i>*Alcohol is a non-reimbursable expense.</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous: Power Adeptor				9.46					9.46
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses Prepaid by Authority</b>	<b>7,747.66</b>	<b>0.00</b>	<b>351.13</b>	<b>339.82</b>	<b>389.40</b>	<b>380.63</b>	<b>402.55</b>	<b>98.03</b>	<b>1,961.56</b>

Explanation:	Total Expenses Prepaid by Authority	7,747.66
	Total Expenses Incurred by Employee (Including cash advances)	1,961.56
	<b>Grand Trip Total</b>	<b>9,709.22</b>
	Less: Cash Advances (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	7,747.66
	<b>Due Traveler (positive amount)<sup>2</sup></b>	<b>1,961.56</b>
	<b>Due Authority (negative amount)<sup>3</sup></b>	<b>1,961.56</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: Kim Myers Ext.: 2447  
 Traveler Signature: Thella F. Bowers Date: 3/1/16  
 Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

*Failure to attach required documentation will result in the delay of processing reimbursement. If you have any questions, please see your department Administrative Assistant or call Accounting at ext. 2806.*



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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

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

**2. DATE OF REQUEST:** 12/9/15 **PLANNED DATE OF DEPARTURE/RETURN:** 2/8/15 / 2/13/15

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

Destination: Auckland, New Zealand Purpose: Attend meeting with Air New Zealand  
Explanation:

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	9000.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	200.00
B. LODGING	\$	900.00
C. MEALS	\$	400.00
D. SEMINAR AND CONFERENCE FEES	\$	
E. ENTERTAINMENT (If applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	100.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$</b>	<b>10600.00</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: Thella Bowens Date: 16 Dec 2015

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

By my signature below, I certify the following:

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

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

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

I, Tony R. Lussac, 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 1/14/16 meeting.  
 (Leave blank and we will insert the meeting date.)

# TRAVELTRUST

Traveltrust Corporation  
374 North Coast Hwy 101, Suite F  
Encinitas, CA 92024  
Phone: (760) 635-1700



Wednesday, 6 JAN 2016 08:46 PM EST

Passengers: THELLA BOWENS (06)

Agency Reference Number: KSJUWE

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

American Airlines Confirmation KSJUWE  
Air New Zealand Confirmation WDNZJH  
United Airlines Confirmation A31G5W

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

You are a valued client and we want to do everything possible to make your trip enjoyable and worry free.  
Because the unexpected can occur, we offer the Travel Insured Plan. It has excellent  
benefits and combines Insurance coverage with Emergency Hotline Services. Please click the following link  
for a free quote or more information. [Click Here](#) (Currently Available For U.S. Departures Only)

FOR TRAVEL TO NEW ZEALAND A US CITIZEN  
MUST HAVE A VALID PASSPORT

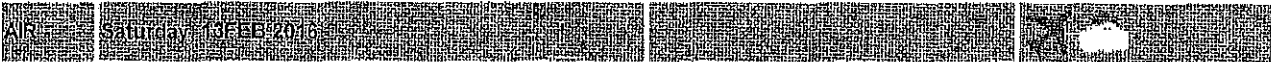
\*\*\*\*\*  
YOU CANNOT TRAVEL OUT OF THE UNITED STATES IF YOUR US  
PASSPORT EXPIRES WITHIN 6 MONTHS OF YOUR DEPARTURE DATE  
YOUR INTERNATIONAL TRAVEL MAY REQUIRE VACCINATIONS  
PLEASE CHECK [WWW.CDC.GOV](http://WWW.CDC.GOV) FOR LATEST REQUIREMENTS  
\*\*\*\*\*

CERTAIN FARES MAY REQUIRE REISSUANCE AT TIME OF  
CANCELLATION. PLEASE CONTACT THE AIRLINE OR TRAVELTRUST  
\*\*\*\*\*

Air	Sunday 7 FEB 2016		
American Airlines	Operated By: COMPASS AIRLINES AS AMERICAN EAGLE	Flight Number: 5957	Class: V-Coach/Economy
From: San Diego CA, USA	To: Los Angeles CA, USA	Depart: 05:26 PM	Arrive: 08:20 PM
Stops: Nonstop	Seats: 10C	Duration: 0 hour(s) 54 minute(s)	Status: CONFIRMED
Equipment: EMBRAER EMB 175	DEPARTS SAN TERMINAL 2 - ARRIVES LAX TERMINAL 4		Miles: 98 / 157 KM
Frequent Flyer Number: [REDACTED]	EXTRA LEG ROOM AISLE SEAT CONFIRMED		
American Airlines Confirmation number is KSJUWE			

Air	Sunday 7 FEB 2016		
Air New Zealand	From: Los Angeles CA, USA	Flight Number: 0001	Class: J-Business
To: Auckland Intl, New Zealand		Depart: 09:00 PM	Arrive: 07:00 AM 9FEB

Stops: Nonstop Duration: 13 hour(s) 0 minute(s)  
 Seats: 06B Status: CONFIRMED Miles: 6517 / 10427 KM  
 Equipment: Boeing 777 Jet MEAL: DINNER - BREAKFAST  
 DEPARTS LAX TERMINAL TOM BRADLEY INTL TERM - ARRIVES AKL INTERNATIONAL TERMINAL  
 AISLE SEAT CONFIRMED  
 Air New Zealand Confirmation number is WDNZJH



**Air New Zealand** Flight Number: 0004 Class: Z-Business  
 From: Auckland Intl, New Zealand Depart: 04:00 PM  
 To: Los Angeles CA, USA Arrive: 07:15 AM  
 Stops: Nonstop Duration: 12 hour(s) 15 minute(s)  
 Seats: 02J Status: CONFIRMED Miles: 6517 / 10427 KM  
 Equipment: Boeing 777 Jet MEAL: DINNER - BREAKFAST  
 DEPARTS AKL INTERNATIONAL TERMINAL - ARRIVES LAX TERMINAL TOM BRADLEY INTL TERM  
 AISLE SEAT CONFIRMED  
 Air New Zealand Confirmation number is WDNZJH



**United Airlines** Flight Number: 5321 Class: E-Coach/Economy  
 Operated By: /SKYWEST DBA UNITED EXPRESS  
 From: Los Angeles CA, USA Depart: 09:25 AM  
 To: San Diego CA, USA Arrive: 10:25 AM  
 Stops: Nonstop Duration: 1 hour(s) 0 minute(s)  
 Seats: 09B Status: CONFIRMED Miles: 98 / 157 KM  
 Equipment: E7W/AIR  
 DEPARTS LAX TERMINAL 8 - ARRIVES SAN TERMINAL 2  
 Frequent Flyer Number: [REDACTED]  
 ECONOMY PLUS AISLE SEAT CONFIRMED  
 United Airlines Confirmation number is A31G5W

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 - KJSJUWE  
 AIR NEW ZEALAND CONFIRMATION NUMBER - WDNZJH  
 UNITED AIRLINES CONFIRMATION NUMBER - A31G5W  
 FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043  
 FOR EMERGENCY SERVICE FROM NEW ZEALAND - 00-800-7373-7882

**Ticket/Invoice Information**

Ticket for: THELLA BOWENS  
 Date Issued: 1/6/2016 Invoice Nbr: 5366974  
 Ticket Nbr: UA7741584587 Electronic Tkt: Yes Amount: 568.20  
 Base: 502.32 US Tax: 37.68 USD XT Tax: 28.20 USD  
 Charged to: [REDACTED]

Ticket for: THELLA BOWENS  
 Date Issued: 1/6/2016 Invoice Nbr: 5366975  
 Ticket Nbr: NZ7741584588 Electronic Tkt: Yes Amount: 7139.46  
 Base: 6248.00 US Tax: 35.60 USD XT Tax: 854.86 USD  
 Charged to: [REDACTED]

Service fee: THELLA BOWENS  
 Date Issued: 1/6/2016

Document Nbr: XD0870674214

Amount: 40.00

Charged to: \*\*\*\*\*

Total Tickets: 7707.68  
Total Fees: 40.00  
Total Amount: 7747.68

**Click here 24 hours in advance to obtain boarding passes:**

[American](#)  
[AIR NEW ZEALAND](#)  
[UNITED](#)

**Click here to review Baggage policies and guidelines:**

[American](#)  
[AIR NEW ZEALAND](#)  
[UNITED](#)

Check operating carrier website for any policies that may vary.

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 1am-5:30pm Pacific Monday - Friday.

Saturday from 9am-1pm Pacific.

For EMERGENCY AFTERTHOUS 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.



2/9 - 2/11

**AGENDA**  
**AUCKLAND, NEW ZEALAND**

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**San Diego Delegation:**

Ms. Thella F. Bowens, President / CEO, SDCRAA  
Mr. Mark Cafferty, President / CEO SDREDC  
Mr. Hampton Brown, Director Air Service, SDCRAA  
Mr. Jim Payne, Analyst Air Service, SDCRAA  
Ms. Penny Brand, San Diego Tourism Authority (AUS/NZ)  
Mr. Dean Hill, Consultant to SDCRAA

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**TUESDAY, FEBRUARY 9, 2016**

07:00am Bowens and Brown arrive AKL (NZ 1)  
03:35pm Payne and Hill arrive AKL (VA 144)

**Hotel:**

**SEBEL AUCKLAND**  
85 89 Customs St West  
AUCKLAND NZ 1010

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**WEDNESDAY, FEBRUARY 10, 2016**

**AM (exact timing TBD) Meeting with US Consul General Melanie HIGGINS**

US Consulate General  
3<sup>rd</sup> Floor  
Citigroup Building  
23 Customs St. (cnr Commerce St.)  
AUCKLAND NZ 1010

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**06:30pm Dinner at Jervois Steak House**

Your booking enquiry reference number is B9CLKVD. You may use this to make online changes to your reservation.

**70 Jervois Rd.  
Herne Bay  
Auckland  
09 376 2049**

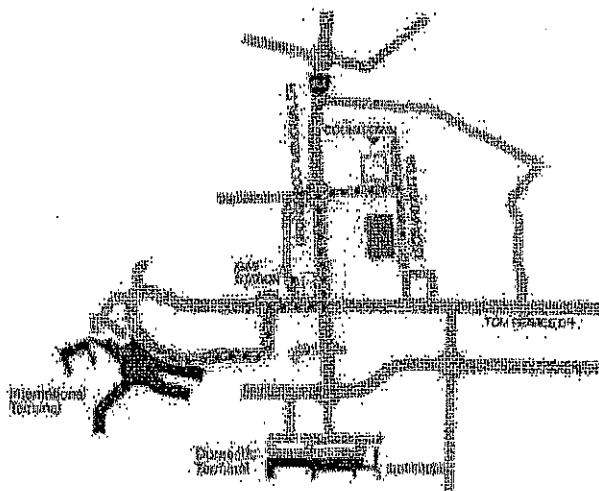
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**THURSDAY, FEBRUARY 11, 2016**

**Meeting with Auckland International Airport (Air Service Team)**

**Mr. Norris Carter, GM Aeronautical Commercial  
Mr. Scott Tasker, Business Development Manager**

**Kowhai Meeting Room  
Auckland Airport Management Offices  
Level 1  
4 Leonard Isitt Drive  
Auckland Airport**



**02:00pm Meeting with AKL Air Service Team**

**DELEGATION DINNER WITH AUCKLAND ECONOMIC DEVELOPMENT AND AIR NEW ZEALAND**

**Mr. Brett O'Riley, Chief Executive, Auckland Economic Development**  
**Mr. Richard Thomson, Director Network Planning, Air New Zealand**  
**Mr. Ian Lee, Strategic Network Planning**  
**Mr. Simon Kleinsorge, Manager Network Planning**  
**Mr. Beat Kisselef, International Network Planning Manager**  
**Other members of Auckland Economic Development**

**Venue:**  
**SUGAR CLUB**  
**SkyCity**  
**50 Federal St**  
**Auckland 1010**

**07:00pm Drinks**  
**07:30pm Dinner**

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**FRIDAY, FEBRUARY 12, 2016**

**AM Mark Cafferty Arrives**

**Meeting with Air New Zealand**

**Mr. Richard Thomson, Director Network Planning**  
**Mr. Ian Lee, Strategic Network Planning**  
**Mr. Simon Kleinsorge, Manager Network Planning**  
**Mr. Beat Kisselef, International Network Planning Manager**

**Hong Kong Meeting Room**  
**Air New Zealand**  
**185 Fanshawe St.**  
**Auckland 1010**

**3:00pm Meeting with AIR NEW ZEALAND**

**4:30pm Meeting Adjourns**





Ms Thelia Bowens  
CA  
United States

Room No. : 0310  
Arrival Date : 08-02-16  
Departure/Date : 13-02-16  
Page No. : 1 of 1  
Cashier : SWEENEY  
Date Printed : 13/02/16 11:06  
ABN : 74 157 246  
T/A Record :  
ORS Record : DBJSTXNX

INFORMATION COPY ONLY

Date	Description	Reference	Debit	Credit
08-02-16	Accommodation		U.S. 357.13	524.00
09-02-16	Accommodation		277.42	414.00
10-02-16	Mecca Breakfast		16.07	21.00 - Receipt Att
10-02-16	Accommodation		324.33	484.00
11-02-16	Mecca Breakfast		22.12	33.00 - Receipt Att
11-02-16	Accommodation		324.33	484.00
12-02-16	Mecca Breakfast		23.12	34.50 - Receipt Att
12-02-16	Accommodation		324.33	484.00
13-02-16	Mecca Breakfast		19.43	29.00 - Receipt Att.
13-02-16	American Express	NZD	U.S.	2,507.50

HOTEL - 2390.00      \$1601.54  
FOOD - 117.50      78.74  
2507.50      \$1680.28

THE SEBEL AKLE VINDU  
85-89 CUSTOMS ST WES  
AUCKLAND

\*-----EFTPOS-----\*  
TERMINAL 88822402  
TIME 19FEB 11106  
TRAN 003621 CREDIT

AUTH NZ\$ 2500.00  
TOTAL NZ\$ 2507.50

CREDIT CARD RATE \$.6701 = 1 NZD

ACCEPT WITH SIG

Total	2,507.50	2,507.50
Total net of Tax	2,180.44	
GST	327.06	
Grand Total	2,507.50	
Balance Due NZD	0.00	

payment of the foregoing statement  
alike indicated by me as being  
not do so, that my liability for such  
payment shall be joint and several with such person, company or association.

Guest Signature: \_\_\_\_\_

85-89 Customs Street West      T +64 9 978 4000  
Vladuot Harbour Auckland      F +64 9 978 4099      www.accorhotels.com  
New Zealand      Free Call 0 800 937 373  
Accor Australia & New Zealand Hospitality Pty Ltd      GST 74 157 246



Transaction Details Prepared for  
Thella F Bowens  
Account Number  
XXXX-XXXXXX

DATE	DESCRIPTION	AMOUNT
FEB13 2016	THE SEBEL SUITES AUCAUCKLAND NZ	\$1,680.28

Doing business as:  
**THE SEBEL SUITES AUCKLAND**  
CORNER HOBSON & CUSTOMS STREET WEST  
AUCKLAND  
1010  
NEW ZEALAND

Foreign Spend Amount: 2,507.50 New Zealand Dollars  
Additional Information: LODGING  
Reference: 320160450054420122  
Category: Travel - Lodging

CREDIT CARD RATE \$.6701 = 1 NZD

**RECEIPTS FROM TRAVEL TO AUCKLAND, NEW ZEALAND  
FEBRUARY 9-13, 2016 - THELLA F. BOWENS**

2/9/16

CASH RATE

\$ .7280  
= \$1 NZ

**TRAVEL RECEIPT**

AUKAIR - L/side Arr Kiosk

TRANSACTION ID	DATE	TIME
1153-99-367004	09-Feb-2016	08:08

Sales Consultant (3815)

United States Dollar	200.00
Buy Currency @ 0.7280	
New Zealand Dollar	274.73
Fee	11.00
Fee Adjustment	0.00
Net Fee	11.00
Fee(s) - Other	0.00
Sub-Total	263.73

Travellex Financial Services NZ  
Limited has provided this product  
and/or service. If you have a query or  
complaint please contact your Travellex  
store, call 0800 666 391 or email  
RetailCSC@travellex.co.nz

**Summary**

Total Fee	11.00
Total Fee(s) - Other	0.00
Sub-Total	263.73
Rounding Adjustment	-0.03
Total Pay:	263.70
Settled by:	
Cash Pay to Customer	263.70

RECEIPTS FROM TRAVEL TO AUCKLAND, NEW ZEALAND  
FEBRUARY 9-13, 2016 - THELLA F. BOWENS

2/9/16

MAGNIFIX NZ LTD  
SHOP SF30 LEVEL-1  
11-19 CUSTOM STREET WEST  
AUCKLAND CITY NZ 1010  
PH NO 09-309 6555  
GST NO 88-843-142

CASH RATE

\$ .7280 = 1 NZD

U.S. \$9.46

#010060 SUMEDHA 09/02/16 12:58:41

POWER ADAPTOR\* \$13.00

TOTAL \$13.00

GST Subtotal \$13.00

GST Amount \$1.70

CASH \$20.00

Change \$7.00

FOOD TOTAL \$0.00

BEVERAGE TOTAL \$0.00

Other Categories TOTAL \$13.00



THANKS FOR SHOPPING WITH US

RECEIPTS FROM TRAVEL TO AUCKLAND, NEW ZEALAND  
FEBRUARY 9-13, 2016 - THELLA F. BOWENS

2/9/16

Cafe Melba Vulcan Lane  
33 Vulcan Lane  
Auckland Central  
Auckland

TAX INVOICE  
GST # B7 - 614 - 998

LUNCH -  
CASH RATE  $\$7280 = \text{NZ } \$$   
 $\$18.20$

Table #101

#1	x Melba Chips	7.50
#1	x Pulled Pork Sandwich	17.50
	CASH:	\$100.00
	SALE TOTAL:	\$25.00
	CHANGE:	\$75.00
	TOTAL INCLUDES TAX:	\$3.28

9/02/2016 12:09:39 p.m.  
Served by: 26 Nick

**RECEIPTS FROM TRAVEL TO AUCKLAND, NEW ZEALAND  
FEBRUARY 9-13, 2016 - THELLA F. BOWENS**

2/9/16  
DINNER



Subtotal  
Date 9/02/2016 Time 20:21:45  
Server Shelby

Table #: 12  
Name :  
Covers : 4a

---

John Dory	\$36.50
Garden Salad	\$7.00
<hr/>	
SUB-TOTAL	\$43.50

Gratuity 8.60  
TOTAL 52.10

Includes GST of \$5.68

Phone 04 9 356 7249  
Tax Invoice  
GST # 80-674-678

When making payment we prefer  
one payment per table.  
Thank You.  
Gratuities are encouraged  
for very good service.

SOUL BAR & BISTRO  
GST# 80-674-678  
AUCKLAND NZ

\*-----EFTPOS-----\*  
TERMINAL 76656803  
TIME 09FEB16 20:21  
TRAN 007879 CREDIT  
AMEX  
CARD  
[REDACTED]  
RID: A000000025  
PIX: 010801  
TC: DF9BE8D300821BB6  
TVR: 000008000  
ATC: 0006  
TSI: F800  
AUTH 38  
PURCHASE NZ\$43.50  
TIP NZ\$8.60  
TOTAL NZ\$52.10  
ACCEPT WITH SIG

THELLA F BOWENS  
\* CUSTOMER COPY \*

U.S. \$ 34.74



Transaction Details Prepared for  
Thella F Bowens  
Account Number  
XXXX-XXXXXX

DATE	DESCRIPTION	AMOUNT
FEB09 2016	SOUL BAR & BISTRO LTAUCKLAND	\$34.74
<p>Doing business as: <b>SOUL BAR &amp; BISTRO LTD</b> UNIT 16-18 LOWER HOLOSAN CUSTOMS STREET WEST AUCKLAND 1010 NEW ZEALAND</p> <p>Foreign Spend Amount: 52.10 New Zealand Dollars Additional Information: BAR/NIGHTCLUB Reference: 320180410985075557 Category: Restaurant - Bar &amp; Café</p>		



**RECEIPTS FROM TRAVEL TO AUCKLAND, NEW ZEALAND  
FEBRUARY 9-13, 2016 - THELLA F. BOWENS**

2/10/16  
LUNCH

  
**SNAPDRAGON**  
 VIADUCT HARBOUR

**SUMMARY**  
 Restaurant 54  
 Snap Outside

Guests 3  
 Printed 12:26 PM 10 Feb 16  
 Opened 11:39 AM 10 Feb 16  
 Dillon D

Item	Price
Splits	0.00
Gingerale	4.50
Splits	0.00
Diet Coke	4.50
Splits	0.00
Coke	4.50
Main Fish n Chips	78.00
3 @ 26.00	
Sides	20.00
2 @ 10.00	
<b>TOTAL</b>	<b>\$ 111.50</b>
TIP	\$ _____
PAYMENT	\$ _____

SNAPDRAGON  
 2014 QUAY ST  
 AUCKLAND

\*-----EFTPOS-----\*  
 TERMINAL 42611106 TRAN 020709  
 TIME 10FEB 12:27 ACCT CREDIT

RID: A000000025  
 PIX: 010801  
 AUTHORISATION 86  
 PURCHASE  
 TOTAL

NZD20.00  
 NZD20.00

ACCEPT WITH SIGNATURE

BOWENS/THELLA F

\*-----\*  
CUSTOMER COPY

Todays free Wi-Fi passcode:  
 Learn27  
 Umbilical07

GST # 116-322-427  
 204 Quay St, Viaduct Basin, Auckland City

U.S. \$13.35



Transaction Details Prepared for  
Thelia F Bowens  
Account Number  
XXXX-XXXXXX-XXXX

DATE	DESCRIPTION	AMOUNT
FEB102016	SNAPDRAGON AUCKLAND NZ	\$13.36
<p>Doing business as: <b>SNAPDRAGON</b> 204 QUAY STREET AUCKLAND 1010 NEW ZEALAND</p> <p>Foreign Spend Amount: 20.00 New Zealand Dollars Additional Information: BAR/NIGHTCLUB Reference: 320160420002933889 Category: Restaurant - Bar &amp; Café</p>		

**RECEIPTS FROM TRAVEL TO AUCKLAND, NEW ZEALAND  
FEBRUARY 9-13, 2016 - THELLA F. BOWENS**

2/10/16

BREAKFAST

**MECCA**

Mecca Viaduct / Bubble Lounge  
Order #: 1008-3818  
Check 2  
38  
4 Guests  
Server: Vanja  
Cashier: Andrew  
Register: MAIN CASH DRAWER (receipt)  
2016-02-10 08:16:32

1 English Breakfast Tea	\$ 4.00
1 Sliced Fruit (v)	\$ 15.00
<b>Subtotal:</b>	<b>\$ 19.00</b>
<b>Total:</b>	<b>\$ 19.00</b>

INCLUDED TAXES  
GST (15% of \$ 16.52): \$ 2.48

Amount Due: \$ 19.00

Mecca Viaduct / Bubble Lounge  
85-87 Customs St West, Viaduct Basin  
www.meccacafe.com  
TAX INVOICE  
GST # 72-875-834

Name \_\_\_\_\_ Sig \_\_\_\_\_ Rm \_\_\_\_\_

Check Total \$ 19.00

Gratuity: 3.50

Total: 22.50

Powered by L.F.V.L.J

21.00

NOTE  
HOTEL BILL  
IS \$21.00

↑  
U.S. \$14.07

THELLA F BOWENS  
CUSTOMER COPY

**Jervois Steak House  
and Saloon**

GST #: 94-921-775  
Subtotal L  
Date 10/02/2016 Time 20:03:13  
Server Kristy

Table #: Table, 72  
Covers :

Petit Eye Fillet	\$39.00
Green Vege	\$8.00

SUB-TOTAL \$47.00

TIP 14.00

TOTAL 58.00

DINNER

47.00

9.40 TIP

NZ \$56.40

Includes GST of \$6.13  
Service not included

U.S.  
\$37.65

Be Good, Take care and  
be kind to your mother.  
See you again soon.  
We encourage gratuities  
for VERY good Service.

70 Jervois Rd  
Herne Bay  
Ph 376 2049  
www.jervoissteakhouse.co.nz  
us@jervoissteakhouse.co.nz

JERVOIS STEAK HOUSE  
70-72 JERVOIS ROAD  
HERNE BAY AUCKLAND  
\* EFTPOS \*  
TERMINAL 16126703  
TIME 10EB 20:08  
TRAN 011632 CREDIT  
CARD  
SID: A000000025  
PIK: 016801  
IC: E014707868F1332  
TRN: 0000000000  
ATC: 0008  
ISI: F800  
AUTH 44  
PURCHASE NZ\$58.00  
TOTAL NZ\$58.00  
ACCEPT WITH SIG



Transaction Details Prepared for  
Thella F Bowens  
Account Number  
XXXX-XXXXXX-XXXX

DATE	DESCRIPTION	AMOUNT
FEB102018	JERVOIS STEAKHOUSE AAUCKLAND NZ	\$88.72
Doing business as: JERVOIS STEAKHOUSE AND SALON LTD 70-72 JERVOIS RD HERNE BAY AUCKLAND 1011 NEW ZEALAND  Foreign Spend Amount: 58.00 New Zealand Dollars Additional Information: RESTAURANT Reference: 320160420002933890 Category: Restaurant - Restaurant		
<i>CREDIT CARD RATE \$ .6676 = 1 NZD</i>		

RECEIPTS FROM TRAVEL TO AUCKLAND, NEW ZEALAND  
FEBRUARY 9-13, 2016 - THELLA F. BOWENS

2/11/16  
BREAKFAST

# MECCA

Mecca Viaduct / Bubble Lounge  
Order #: 1016-1708  
Check 2  
38  
3 Ousais  
Server: Vanja  
Cashier: Natalia  
Register: MAIN CASH DRAWER (receipt)  
Reprint Register receipt  
2018-02-11 08:58:38

1 French Toast	\$ 21.00
1 Long Black	\$ 4.00
1 Americano	\$ 4.00

Subtotal	\$ 29.00
Total	\$ 29.00

INCLUDED TAXES  
GST (15% of \$ 25.22) \$ 3.78

SEBEL RESTAURANT \$ 28.00

Amount Due \$ 0.00

Mecca Viaduct / Bubble Lounge  
85-87 Customs St West, Viaduct Basin  
www.meccacafe.com

TAX INVOICE  
GST # 72-976-634

Name \_\_\_\_\_ Sig \_\_\_\_\_ Rm \_\_\_\_\_

Powered by **LOBBY**

TIP - 4.00 NZ

TOTAL 33.00 NZ

U.S. = \$22.12

**RECEIPTS FROM TRAVEL TO AUCKLAND, NEW ZEALAND  
FEBRUARY 9-13, 2016 - THELLA F. BOWENS**

2/11/16  
LUNCH

One Tree Grill  
9 - 11 Pah Road, Greenwoods Corner  
Auckland  
Ph # 09 825 8407 Fax # 09 825 8406

GST No. : 77-426-371

Tax Invoice

Table Number 4 PAX  
Table Name 57  
Operator: Brad  
Date: 11/02/2016  
Time 1:08:40pm  
Order No 1355

Product	Qty	Total
Cosmo-soda,	1	9.00
Side Beetroot,	1	10.00
Ora King Salmon E,	1	24.00

**Total 43.00**  
Includes GST of 5.80  
Tips

Discounts 0.00  
Payments 0.00  
Change 0.00

ONE TREE GRILL  
PAH ROAD  
EPSOM

EFTPOS  
TERMINAL TS170901  
TIME 11FEB 13:09  
TRAN 017808 CREDIT

RIP: A00000028  
PIX: 01801  
TC: 6711C0F6286C0SDP  
TVR: 00 00 00 00 00  
TSI: FB 00  
ATC: 000A  
AUTH 99

PURCHASE NZ\$ 43.00  
TIP/MISC 8.00  
TOTAL NZ\$ 51.00

ACCEPT WITH SIG

BOWENS/THELLA F  
INVOICE NUM 014265  
CUSTOMER COPY

U.S \$34.18



Transaction Details Prepared for  
Thella F Bowens  
Account Number  
XXXX-XXXXXX

DATE	DESCRIPTION	AMOUNT
FEB112016	ONE TREE GRILL AUCKLAND NZ	\$34.18
<p>Doing business as: <b>ONE TREE GRILL</b> 9 PAH ROAD EPSOM AUCKLAND 1023 NEW ZEALAND</p> <p>Foreign Spend Amount: 51.00 New Zealand Dollars Additional Information: BAR/NIGHTCLUB Reference: 320160430020475679 Category: Restaurant - Bar &amp; Café</p>		



RECEIPTS FROM TRAVEL TO AUCKLAND, NEW ZEALAND  
FEBRUARY 9-13, 2016 - THELLA F. BOWENS

2/12/16

LUNCH

PORTOFINO  
VIADUCT  
GST #: 69-733-506

Date 12/02/2016 Time 13:42:08  
Table, 34 Server: Kika

Italian Ice Tea Lemon	\$6.00
Insalata Cesare	\$18.50
Kids Bowl of Fries	\$8.90
-----	
Food	\$23.40
Bar	\$8.00
-----	
SUB-TOTAL	\$29.40

TIP AMOUNT..... \$ \_\_\_\_\_

Total..... \$ \_\_\_\_\_

PLEASE ONE PAYMENT PER TABLE

PORTOFINO VIADUCT  
GST# 69-733-506  
VIADUCT BASIN

\*-----EFTPOS-----\*  
TERMINAL 64160101  
TIME 12FEB2016 13:42  
TRAN 017050 CREDIT

████████████████████  
████████████████████  
████████████████████  
RID: A000000025  
PIX: 010801  
TC: 8457075D9FACE9DF  
TVR: 0000008000  
ATC: 000B  
TSI: F800  
AUTH 35  
PURCHASE NZ\$29.40  
TOTAL NZ\$29.40  
ACCEPT WITH SIC

THELLA F BOWENS

\*-----\*  
CUSTOMER COPY

U.S. \$19.70



Transaction Details Prepared for  
**Thella F Bowers**  
Account Number  
XXXX-XXXXXX-XXXX

DATE	DESCRIPTION	AMOUNT
FEB12 2016	PORTOFINO RESTAURANTAUCKLAND NZ	\$19.70
Doing business as:		
<b>PORTOFINO RESTAURANT</b>		
UNIT 13A CUSTOMS ST WEST		
VIADUCT BASIN		
VIADUCT		
AUCKLAND		
1010		
NEW ZEALAND		
Foreign Spend Amount: 29.40 New Zealand Dollars		
Additional Information: RESTAURANT		
Reference: 320160440039180538		
Category: Restaurant - Restaurant		

RECEIPTS FROM TRAVEL TO AUCKLAND, NEW ZEALAND  
FEBRUARY 9-13, 2016 - THELLA F. BOWENS

2/12/16  
BREAKFAST

# MECCA

Mecca Viaduct / Bubble Lounge  
Order #: 1008-3903  
Check 2  
38  
1 Guest  
Server: Andrew  
Cashier: Andrew  
Register: receipt (receipt)  
2016-02-12 08:59:49

1 Fresh Juice	\$ 8.50
- Orange	
1 Eggs on Sourdough	\$ 12.00
- Scrambled	\$ 5.00
- Plus Bacon	
1 Americano	\$ 4.00

Subtotal: \$ 29.50  
Total: \$ 29.50

INCLUDED TAXES  
GST (15% of \$ 25.65) \$ 3.85

SEBEL RESTAURANT \$ 29.50

Amount Due: \$ 0.00

Mecca Viaduct / Bubble Lounge  
89-87 Customs St West, Viaduct Basin  
www.meccacafe.com  
TAX INVOICE  
GST # 72-875-834

Name \_\_\_\_\_ Sig \_\_\_\_\_ Rm \_\_\_\_\_

Powered by **LEVEL**

Food  
\$ 29.50  
Tip 5.00  
34.50 NZD

U.S. \$ 23.12

RECEIPTS FROM TRAVEL TO AUCKLAND, NEW ZEALAND  
FEBRUARY 9-13, 2016 - THELLA F. BOWENS

2/12/16  
DINNER

TE WHAU  
VINEYARD  
WAIHEKE ISLAND

TAX INVOICE

Table 15  
Destination BAL CENTER  
Guests 4  
Invoice # 102116  
Salesperson Gina F  
Date 9:22 PM 12 Feb 16

Beef Eye Fillet 43.50  
Green Mixed Leaf Salad 9.50

BALANCE DUE \$ 53.00  
Includes GST

EFTPOS 53.00

TENDERED \$ 53.00

GST # 61-626-468

We hope you enjoyed  
your time at Te Whau  
See you again soon

GST # 61-626-468  
218 Te Whau Drive, Waiheke Island  
Ph: (09) 372 7191, Fax: (09) 372 7189

Printed by onetap.systems

TE WHAU VINEYARD  
WAIHEKE IS.  
AUCKLAND

\*-----EFTPOS-----\*

TERM 320684000001

TIME 12FEB 21:21

TRAN 015022 CREDIT

██████████

CARD ██████████

RID: A000000004

PIX: 1010

TC: FEAB2ED9EAE6E770

AUTH 795154

PURCHASE NZ\$53.00

TOTAL NZ\$53.00

(08) ACCEPT WITH SIGNATURE

\*-----\*

\$53.00 NZD

U.S. \$ 35.40



Account Details

THELLA BOWENS



Information for: California



ThankYou Rewards



QUICK LINKS

- Download Statements
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- Set Up Alerts
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\*Pending This activity occurred after the close of the last business day.

Download Transactions Print

Last 30 days

- Show All
- Debits
- Credits
- Pending
- Checks

Enter Keyword Go Advanced Search

Date	Description	Debit	Credit	End-of-Day Balance
------	-------------	-------	--------	--------------------



02-17-2016	DEBIT PURCHASE Feb 12 4241 TE WHAU VINEYARD LIMIT AUCKLAND NZL18044	\$ 86.40		
------------	--	----------	--	--



RECEIPTS FROM TRAVEL TO AUCKLAND, NEW ZEALAND  
FEBRUARY 9-13, 2016 - THELLA F. BOWENS

2/13/16  
BREAKFAST

# MECCA

Mecca Viaduct / Bubble Lounge  
Order #: 1015-1789  
Check #  
31  
1 Guest  
Server: Andrew  
Cashier: Andrew  
2016-02-13 08:41:39

1 Americano	\$ 4.00
1 French Toast	\$ 21.00
* GLUTEN FREE	

Subtotal:	\$ 25.00
Total:	\$ 25.00

INCLUDED TAXES  
GST (15% of \$ 21.74): \$ 3.26

Amount Due: \$ 25.00

Mecca Viaduct / Bubble Lounge  
85-87 Customs St West, Viaduct Basin  
www.meccacafe.com  
TAX INVOICE  
GST # 72-876-834

Name \_\_\_\_\_ Sig \_\_\_\_\_ Rm \_\_\_\_\_

Check Total: \$ 25.00

Gratuity:

Total:

Powered by L.FIVE

Food 25.00  
Tip 4.00  

---

29.00 NZD

U.S. \$ 19.43

RECEIPTS FROM TRAVEL TO AUCKLAND, NEW ZEALAND  
FEBRUARY 9-13, 2016 - THELLA F. BOWENS

2/13/16



AUCKLAND CO OP TAXIS  
LEVEL 4 210 KHYBER P  
NEWMARKET AUCKLAND

POS REF 001508

\*-----EFTPOS-----\*  
TERMINAL 00033791  
TIME 13FEB 11:40  
TRAN/007336 CREDIT

RID: A000000026  
PIX: 01  
AUTH 64  
PURCHASE NZ\$117.30  
TOTAL NZ\$117.30  
ACCEPT WITH SIG

U.S. \$78.60

THELLA F BOWENS  
\*-----\*  
CUSTOMER COPY





Transaction Details Prepared for  
Thella F Bowens  
Account Number  
XXXX-XXXXXX

DATE	DESCRIPTION	AMOUNT
FEB132016	TAXICHARGE NEW ZEALANEMARKET NZ	\$78.60
<p>Doing business as: <b>TAXICHARGE NEW ZEALAND</b> LEVEL 4, 210 KHYBER PASS RD NEWMARKET 1023 NEW ZEALAND</p> <p>Foreign Spend Amount: 117.30 New Zealand Dollars Additional Information: TAXICAB &amp; LIMOUSINE Reference: 320160440039180539 Category: Transportation - Taxis &amp; Coach</p>		

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

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

TRAVELER: Thella F. Bowens DEPT. NAME & NO. Executive Office/BU 8  
 DEPARTURE DATE: 2/23/2016 RETURN DATE: 2/25/2016 REPORT DUE: 3/26/16  
 DESTINATION: Washington, DC

*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)	\$677.20			2/23/16	2/24/16	2/25/16			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*				390.46	368.69				759.14
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (include tips pd.)	Breakfast*				24.85				24.85
	Lunch*				53.10	12.98			66.08
	Dinner*								0.00
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous:									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>677.20</b>	<b>0.00</b>	<b>0.00</b>	<b>390.46</b>	<b>448.64</b>	<b>12.98</b>	<b>0.00</b>	<b>0.00</b>	<b>850.08</b>

Explanation:	Total Expenses Prepaid by Authority	677.20
	Total Expenses Incurred by Employee (Including cash advances)	850.08
	<b>Grand Trip Total</b>	<b>1,527.28</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	677.20
	<b>Due Traveler (positive amount)<sup>2</sup></b>	
	<b>Due Authority (negative amount)<sup>3</sup></b>	<b>850.08</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: Kim Ayers Ext.: 2447  
 Traveler Signature: Thella F. Bowens Date: 2 Mar 2016  
 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. 2606.

**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:**

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

**2. DATE OF REQUEST:** 1/28/16 **PLANNED DATE OF DEPARTURE/RETURN:** 2/24/16 / 2/26/16

**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: Meeting with Federal Executive and Legislative Staff Re: CBP Issues (DOT/DOS)  
 Explanation:

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	800.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	100.00
B. LODGING	\$	250.00
C. MEALS	\$	100.00
D. SEMINAR AND CONFERENCE FEES	\$	
E. ENTERTAINMENT (If applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$</b>	<b>1300.00</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.

Traveler's Signature: Thella F. Bowers Date: 1/28/16

**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: [Signature] Date: 1.28.16

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

Andie McLean, Assistant Authority Clerk hereby certify that this document was approved by the Executive Committee at its February 8, 2016 meeting.  
(Please leave blank. Whoever works the meeting will insert their name and title.)  
(Leave blank and we will insert the meeting date.)

# TRAVELTRUST

Traveltrust Corporation  
374 North Coast Hwy 101, Suite F  
Encinitas, CA 92024  
Phone: (760) 635-1700

**ADD TO OUTLOOK**

Wednesday, 3FEB 2016 06:42 PM EST

Passengers: **HELLA BOWENS (06)**

Agency Reference Number: EGYKWY

Click here to view your current Itinerary or ETicket receipt on-line: [trlocase.com](http://trlocase.com)

American Airlines Confirmation EGYKWY

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

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benefits and combines insurance coverage with Emergency Hotline Services. Please click the following link  
for a free quote or more information. [Click Here](#) (Currently Available For U.S. Departures Only)

AIR	Tuesday, 23FEB 2016		
American Airlines	Flight Number: 1445	Class: G-Coach/Economy	
From: San Diego CA, USA	Depart: 02:30 PM		
To: Dallas/Ft Worth TX, USA	Arrive: 07:28 PM		
Stops: Nonstop	Duration: 2 hour(s) 58 minute(s)		
Seats: 12D	Status: CONFIRMED	Miles: 1175 / 1880 KM	
Equipment: 32B/AIR	MEAL: FOOD FOR PURCHASE		
DEPARTS SAN TERMINAL 2			
Frequent Flyer Number: [REDACTED]			
American Airlines Confirmation number is EGYKWY			

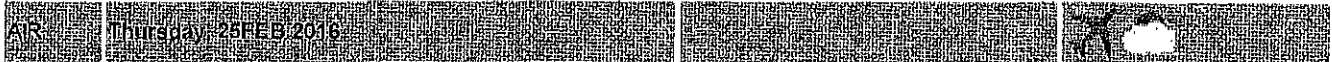
AIR	Tuesday, 23FEB 2016		
American Airlines	Flight Number: 2293	Class: O-Coach/Economy	
From: Dallas/Ft Worth TX, USA	Depart: 08:13 PM		
To: Washington Reagan Natl DC, USA	Arrive: 11:59 PM		
Stops: Nonstop	Duration: 2 hour(s) 46 minute(s)		
Seats: 07C	Status: CONFIRMED	Miles: 1177 / 1883 KM	
Equipment: Boeing 737-800 Jet	MEAL: FOOD FOR PURCHASE		
ARRIVES DCA TERMINAL C			
Frequent Flyer Number: [REDACTED]			
American Airlines Confirmation number is EGYKWY			

AIR	Thursday, 25FEB 2016		
American Airlines	Flight Number: 0152	Class: G-Coach/Economy	
From: Washington Reagan Natl DC, USA	Depart: 01:39 PM		
To: Dallas/Ft Worth TX, USA	Arrive: 04:20 PM		
Stops: Nonstop	Duration: 3 hour(s) 41 minute(s)		
Seats: 19D	Status: CONFIRMED	Miles: 1177 / 1883 KM	
Equipment: Boeing 737-800 Jet	MEAL: FOOD FOR PURCHASE		

DEPARTS DCA TERMINAL C

Frequent Flyer Number: [REDACTED]

American Airlines Confirmation number is EGYKWY



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]

American Airlines Confirmation number is EGYKWY

Flight Number: 1214

Depart: 05:15 PM

Arrive: 08:27 PM

Duration: 3 hour(s) 12 minute(s)

Status: CONFIRMED

MEAL: FOOD FOR PURCHASE

Class: W-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 YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY. AMERICAN AIRLINES CONFIRMATION NUMBER - EGYKWY FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: THELLA BOWENS

Date issued: 2/3/2016 Invoice Nbr: 5370504

Ticket Nbr: AA7749423796 Electronic Tkt: Yes Amount: 647.20  
Base: 560.00 US Tax: 42.00 USD XT Tax: 45.20 USD

Charged to: [REDACTED]

Service fee: THELLA BOWENS

Date issued: 2/3/2016

Document Nbr: XD0671880124 Amount: 30.00

Charged to: [REDACTED]

Total Tickets: 647.20

Total Fees: 30.00

Total Amount: 677.20

**Click here 24 hours in advance to obtain boarding passes:**

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Saturday from 9am-4 pm 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 602-233-1914 or the collect number 602-647-0061.

Each call is billable at a minimum \$25.00.

**ITINERARY**

**FEBRUARY 2016**  
**FLY-IN**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**THELLA BOWENS, MIATT HARRIS, HAMPTON BROWN**

**FEBRUARY 24, 2016**

**11:30AM**                      **ANDRES PEREZ, LEGISLATIVE ASSISTANT**  
**OFFICE OF CONGRESSWOMAN SUSAN DAVIS (D-CA)**  
1214 LONGWORTH HOUSE OFFICE BUILDING  
WASHINGTON, DC 20515  
202.225.2040

**2:30PM**                      **STERLING McHALE, LEGISLATIVE AIDE**  
**OFFICE OF CONGRESSMAN SCOTT PETERS (D-CA)**  
1122 LONGWORTH HOUSE OFFICE BUILDING  
WASHINGTON, DC 20515  
202.225.0508

**4:00PM**                      **REED LINSK, LEGISLATIVE DIRECTOR**  
**OFFICE OF CONGRESSMAN DUNCAN HUNTER (R-CA)**  
2429 RAYBURN HOUSE OFFICE BUILDING  
WASHINGTON, DC 20515  
202.225.5672

**FEBRUARY 25, 2016**

**10:00AM**                      **STEPHEN CRISTINA, DIRECTOR**  
**OFFICE OF AVIATION AFFAIRS, DEPARTMENT OF STATE**  
2201 C STREET NW ROOM 3425  
WASHINGTON, DC 20520  
202.647.5865

**11:00AM**                      **SUSAN KURLAND, ASSISTANT SECRETARY**  
**AVIATION AND INTERNATIONAL AFFAIRS, DEPARTMENT OF TRANSPORTATION**  
1200 NEW JERSEY AVE, SE  
WASHINGTON, DC 20590  
202.366.3063

The Hotel George  
 15 E Street, NW  
 Washington, DC 20001  
 Phone: 202.347.4200  
 Fax: 202.347.4219  
 Toll Free: 1.800.576.6331  
 www.hotelgeorge.com

# THE GEORGE

A KIMPTON HOTEL

Bowens, Thella  
 SDCRAA  
 P.O. Box 82776  
 San Diego, CA 92138-2776 US

Room Number: 619  
 Daily Rate: 341.00  
 Room Type: QQDX  
 No. of Guests: 1 / 0

ARRIVAL	DEPARTURE	CREDIT CARD	RATE PLAN	CATEGORY	ACCOUNT
02/23/16	02/24/16	XXXXXXXXXXXX	SRC	TQLD	11340378957

DATE	ROOM NO.	DESCRIPTION	REFERENCE	AMOUNT
02/23/16	619	HOTEL FEE	HOTEL FEE 2	\$17.60
02/23/16	619	TAX - ROOM-STATE	TAX - ROOM-STATE	\$2.54
02/23/16	619	ROOM CHARGE	#619 Bowens, Thella	\$341.00
02/23/16	619	TAX - ROOM-STATE	TAX - ROOM-STATE	\$49.45
02/24/16	619	AMERICAN EXPRESS	AMERICAN EXPRESS	(\$410.49)
02/25/16	619	HOTEL FEE ADJ	KIMPTONKARMA	(\$17.50)
02/25/16	619	ADJUST TAX - ROOM - STATE	ADJUST TAX - ROOM - STATE	(\$2.54)
02/25/16	619	AMERICAN EXPRESS	AMERICAN EXPRESS	\$20.04

HOTEL \$390.45

TOTAL DUE:                      \$0.00



The Hotel George  
 15 E Street, NW  
 Washington, DC 20001  
 Phone: 202.347.4200  
 Fax: 202.347.4213  
 Toll Free: 1.800.576.8931  
 www.hotelgeorge.com

# THE GEORGE

A KIMPTON HOTEL

Bowens, Thella  
 SDCRAA  
 P.O. Box 82776  
 San Diego, CA 92138-2776 US

Room Number: 619  
 Daily Rate: 322.00  
 Room Type: QQDX  
 No. of Guests: 1 / 0

ARRIVAL	DEPARTURE	CREDIT CARD	RATE PLAN	CATEGORY	ACCOUNT
02/24/16	02/25/16	XXXXXXXXXX	SRC	TQLD	11340378956

DATE	ROOM NO.	DESCRIPTION	REFERENCE	AMOUNT
02/24/16	619	BISTRO BIS	619/1019/10:40/BISTRO BIS	\$24.85 <i>- Receipt A</i>
02/24/16	619	BISTRO BIS	619/020/13:55/BISTRO BIS	\$53.10 <i>- Receipt A</i>
02/24/16	619	HOTEL FEE	HOTEL FEE 2	\$17.50
02/24/16	619	TAX - ROOM-STATE	TAX - ROOM-STATE	\$2.54
02/24/16	619	ROOM CHARGE	#619 Bowens, Thella	\$322.00
02/24/16	619	TAX - ROOM-STATE	TAX - ROOM-STATE	\$46.69
02/25/16	619	HOTEL FEE ADJ	KIMPTON KARMA MEMBER	(\$17.50)
02/25/16	619	ADJUST TAX - ROOM - STATE	ADJUST TAX - ROOM - STATE	(\$2.54)
02/25/16	619			(\$446.64)

HOTEL - \$ 368.69  
 FOOD - \$ 77.95  
\$ 446.64

TOTAL DUE:                      \$0.00

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC  
FEBRUARY 23-25, 2016 - THELLA F. BOWENS**

2/24/16

BREAKFAST

Bistro Bis  
15 E STREET NW  
WASHINGTON D.C.  
202-661-2700

Server: Alexander 02/24/2016  
Table 5/1 10:35 AM  
Guests: 1 10019  
Menu: breakfast  
Yogurt with Berries 10.75  
Mixed Berries  
Coffee 3.95  
Sliced Bacon 4.25  
Subtotal 18.95  
Tax 1.90  
Total 20.85

Balance Due 20.85

TIP 4.00  
Valentine's Day at Bis.  
Reservations still available.  
www.bistrobis.com

\$ 24.85

Bistro Bis  
15 E STREET NW  
WASHINGTON D.C.  
202-661-2700

Server: Mehrzad 02/24/2016  
Table 41/1 1:49 PM  
Guests: 1 40020  
Menu: Lunch  
Iced Tea 4.25  
DJ Soup du Jour 12.00  
Crab Cake 24.75  
Subtotal 41.00  
Tax 4.10

Total 45.10

Balance Due 45.10

Valentine's Day at Bis.  
Reservations still available.  
www.bistrobis.com

**BISTRO Bis**

Please charge the total amount below to:

(Please Print)

Date: 24 Feb 2016  
Name: Thella Bowens  
Room #: 41/1

Subtotal \$ 45.10  
Tip \$ 4.00  
Total \$ 49.10

Signature: Thella Bowens

LUNCH

\$53.10

RECEIPTS FROM TRAVEL TO WASHINGTON, DC  
FEBRUARY 23-25, 2016 - THELLA F. BOWENS

2/25/16

LUNCH

**TAYLOR**  
GOURMET DELI | CATERING | DELIVERY

Taylor Gourmet  
Reagan National Airport  
703-417-2145  
www.cintl.com

263 yesenia

Chk 923      BELLTHA      Gst 0  
Feb 25 '16 12:53PM

**Dine In**

1 Taylor Your Meal	2.99
TYM Btl Water	
TYM Chickpea Sld	
1 Society Hill	8.79
XXXXXXXXXXXXXXXXXXXX	
	12.96
Subtotal	11.78
Sales Tax	1.18
Payment	12.96

-----263 Check Closed-----  
-----Feb 25 '16 12:54PM-----

Thank You !!  
Please Come Again  
www.cintl.com/contact-us

**BRETTON K. LOBNER**

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

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

TRAVELER: Breton Lobner DEPT. NAME & NO. General Counsel  
 DEPARTURE DATE: 1/28/2016 RETURN DATE: 1/30/2016 REPORT DUE: 2/29/16  
 DESTINATION: Miami, FL

*Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.4D, 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)	464.20					1/28/16	1/29/16	1/30/16	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.)*						40.00		40.00	80.00
Hotel*						261.06			261.06
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (include tips pd.)	Breakfast*					4.67		10.83	15.50
	Lunch*								0.00
	Dinner*					54.00	20.00		74.00
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous: Travel trust fee									0.00
Baggage fee									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>464.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>359.73</b>	<b>20.00</b>	<b>60.83</b>	<b>430.56</b>

Explanation:	Total Expenses Prepaid by Authority	464.20
	Total Expenses Pd. by Employee (Including cash advances)	430.56
	<b>Grand Trip Total</b>	<b>894.76</b>
	Less: Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	464.20
	<b>Due Traveler (positive amount)<sup>2</sup></b>	<b>430.56</b>
<b>Due Authority (negative amount)<sup>3</sup></b>	<b>430.56</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>1</sup> and 3.30 - Business Expense Reimbursement Policy<sup>2</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: Kerdy Rios Ext.: x2424  
 Traveler Signature: Breton Lobner Date: 2-23-16  
 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: Breton K. Lobner Dept: 15

Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 12/02/15 PLANNED DATE OF DEPARTURE/RETURN: 01/28/2016 / 01/30/2016

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

Destination: Miami, FL Purpose: ACI-Steering Committee Meeting  
Explanation: ACI Committee Meeting

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

**A. TRANSPORTATION COSTS:**

• AIRFARE \$ 401.00  
• OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 0.00

B. LODGING \$ 0.00

C. MEALS \$ 250.00

D. SEMINAR AND CONFERENCE FEES \$ 0.00

E. ENTERTAINMENT (If applicable) \$ 0

F. OTHER INCIDENTAL EXPENSES \$ 0

**TOTAL PROJECTED TRAVEL EXPENSE \$**

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

Travelers Signature: *Breton K. Lobner* Date: 12-2-15

**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**

*Lorraine Bennett, 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 12/7/15 meeting.  
(Leave blank and we will insert the meeting date.)

**MARSEILLES HOTEL**  
 1741 COLLINS AVE.  
 MIAMI BEACH, FL 33139



(305) 538-5711  
 reservations@gomiamibeach.com  
 www.marseilleshotel.com

01/30/2016 08:52 AM

Registered To:  
 LOBNER, BRETON  
 MARSEILLES DEPT  
 120 29TH PLACE  
 MANHATTAN BEACH, CA 90266

Room # 314-A  
 Transfer To ACI Meeting  
 Conf # 92799  
 Arrival 01/28/16  
 Departure 01/30/16  
 Group ACI Meeting  
 Room Type SKN-STANDARD KIN  
 Guests 2 / 0  
 Payment Visa/Master  
 Acct XXXX-XXXX-XXXX-XXXX

(619) 990-1114

Posting Date	Oper	AcctCod	Description	From	Reference	Amount
01/28/16	VY	7T	GUEST ADV DEP TRANSFER			\$522.12-
01/28/16	db	100	ROOM CHRG REVENUE		Rm 314-LOBNER , BRET	\$229.00
01/28/16	db	190	ROOM SLS TAX (STATE)		Rm 314-LOBNER , BRET	\$32.06
<b>Balance Due</b>						<b>\$261.06-</b>

THE UNDERSIGNED GUEST AGREES TO PAY THE AMOUNT INDICATED ON THE BALANCE DUE PORTION OF THIS INVOICE. IF THE CHARGES ARE TO BE BILLED TO A THIRD PARTY, THE UNDERSIGNED AGREES TO BE PERSONALLY LIABLE FOR PAYMENT OF THE CHARGES IN THE EVENT THAT THE INDICATED THIRD PARTY, PERSON, COMPANY OR ASSOCIATION FAILS TO PAY FOR ANY PART OR THE FULL AMOUNT OF SUCH CHARGES.

\_\_\_\_\_  
 Signature

# TRAVELTRUST

Traveltrust Corporation  
374 North Coast Hwy 101, Suite F  
Encinitas, CA 92024  
Phone: (760) 635-1700

**ADD TO OUTLOOK**

Wednesday, 16DEC 2015 07:24 PM EST

Passengers: BRETON LOBNER (19)


Agency Reference Number: TUDVRM


Click here to view your current itinerary or ETicket receipt on-line: [trpcase.com](http://trpcase.com)


United Airlines Confirmation H6SJ20

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

You are a valued client and we want to do everything possible to make your trip enjoyable and worry free.  
Because the unexpected can occur, we offer the Travel Insured Plan. It has excellent  
benefits and combines insurance coverage with Emergency Hotline Services. Please click the following link  
for a free quote or more information. [Click Here](#) (Currently Available For U.S. Departures Only)

<b>AIR</b>	<b>Thursday, 28 JAN 2016</b>	
<b>United Airlines</b>	<b>Flight Number: 1855</b>	<b>Class: K-Coach/Economy</b>
<b>From: San Diego CA, USA</b>	<b>Depart: 07:00 AM</b>	
<b>To: George Bush Intercontinental Houston, TX</b>	<b>Arrive: 12:12 PM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 3 hour(s) 12 minute(s)</b>	
<b>Seats: 35D</b>	<b>Status: CONFIRMED</b>	<b>Miles: 1310 / 2098 KM</b>
<b>Equipment: Boeing 737-900 Jet</b>	<b>MEAL: FOOD FOR PURCHASE</b>	
<b>DEPARTS SAN TERMINAL 2 - ARRIVES IAH TERMINAL C</b>		
<b>Frequent Flyer Number: UASQG54828</b>		
<b>United Airlines Confirmation number is H6SJ20</b>		

<b>AIR</b>	<b>Thursday, 28 JAN 2016</b>	
<b>United Airlines</b>	<b>Flight Number: 1936</b>	<b>Class: K-Coach/Economy</b>
<b>From: George Bush Intercontinental Houston, TX</b>	<b>Depart: 01:02 PM</b>	
<b>To: Miami FL, USA</b>	<b>Arrive: 04:28 PM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 2 hour(s) 26 minute(s)</b>	
<b>Seats: 34C</b>	<b>Status: CONFIRMED</b>	<b>Miles: 958 / 1533 KM</b>
<b>Equipment: Boeing 737-900 Jet</b>	<b>MEAL: FOOD-BEV/PUR</b>	
<b>DEPARTS IAH TERMINAL C</b>		
<b>Frequent Flyer Number: UASQG54828</b>		
<b>United Airlines Confirmation number is H6SJ20</b>		

<b>AIR</b>	<b>Saturday, 30 JAN 2016</b>	
<b>United Airlines</b>	<b>Flight Number: 1253</b>	<b>Class: S-Coach/Economy</b>
<b>From: Miami FL, USA</b>	<b>Depart: 11:40 AM</b>	
<b>To: George Bush Intercontinental Houston, TX</b>	<b>Arrive: 01:37 PM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 2 hour(s) 57 minute(s)</b>	
<b>Seats: 36E</b>	<b>Status: CONFIRMED</b>	<b>Miles: 958 / 1533 KM</b>
<b>Equipment: Boeing 737-900 Jet</b>	<b>MEAL: FOOD-BEV/PUR</b>	




ARRIVES IAH TERMINAL C  
Frequent Flyer Number: UASQG54828  
United Airlines Confirmation number is H6SJ20

**AIR** Saturday, 30 JAN 2016

United Airlines  
From: George Bush Intercontinental Houston, TX  
To: San Diego CA, USA  
Stops: Nonstop  
Seats: 26C  
Equipment: Boeing 737-900 Jet  
DEPARTS IAH TERMINAL C - ARRIVES SAN TERMINAL 2  
Frequent Flyer Number: UASQG54828  
United Airlines Confirmation number is H6SJ20

Flight Number: 0608  
Depart: 02:41 PM  
Arrive: 04:18 PM  
Duration: 3 hour(s) 37 minute(s)  
Status: CONFIRMED  
MEAL: FOOD FOR PURCHASE

  
Class: S-Coach/Economy  
Miles: 1310 / 2096 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 YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY. UNITED AIRLINES CONFIRMATION NUMBER - H6SJ20 FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: BRETON LOBNER  
Date issued: 12/16/2015 Invoice Nbr: 5365568  
Ticket Nbr: UA7737064561 Electronic Tkt: Yes Amount: 434.20  
Base: 361.86 US Tax: 27.14 USD XT Tax: 45.20 USD  
Charged to: AX\*\*\*\*\*1013

Service fee: BRETON LOBNER  
Date issued: 12/16/2015  
Document Nbr: XD0670150748 Amount: 30.00  
Charged to: AX\*\*\*\*\*1013

Total Tickets: 434.20  
Total Fees: 30.00  
Total Amount: 464.20

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).

Thank you for choosing Traveltrust!  
Our Business Hours are 1am-5:30pm Pacific Monday - Friday.  
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.

1/28  
Breakfast \$4.67

1/28  
Dinner - Bret's share \$54

SS: America  
C.mda: T2W  
San Diego Int'l. Airport

LOCANDA SIBILLA  
893 LINCOLN RD.  
305-695-1654

10120 Divin. S

-----  
Chk 1260 Jan:8'15 06:14A Gst 0  
-----

THU JANUARY 28, 2016  
CHECK #252679-1  
TABLE #76  
CUSTOMER # 7

\*\*\* TO GO \*\*\*  
1 GG Ppyse id Muffn 2.50  
1 Drip 16 2.30  
10 %  
Airport OK 0.48-  
Cash 10.00  
  
Food 4.80  
Discount: 0.48-  
Tax 0.35  
Payment 4.67  
Change Due 5.33

1 Coffee \$3.00  
1 BRUSCHETTA \$9.00  
1 Ravioli Massia \$25.00  
1 TORTELLONI \$23.00  
2 SIDE 7 \$14.00  
-----  
SUB-TOTAL : \$161.00  
TAX : \$14.49  
TOTAL \$175.49

Win a \$50 Amazon Gift Card  
Go to the website to tell us  
about your visit and enter  
our prize draw  
See website for T&C  
[www.eatinthemove.com/US](http://www.eatinthemove.com/US)

Gratuity Example: 17.00% \$27.37

**Service Not Included**

Grand Total \_\_\_\_\_

-----  
LOCATION: 6251162  
-----

Time: 21:57 20 CUSTOMERS  
14 CHECKS

Or please call us 1 877 325 8777

TIP OR GRATUITY NOT INCLUDED

YOU HAVE BEEN SERVED  
BY : S.DRAGANA

1/29

Dinner - Bret's share #20

1/30

Breakfast #10.83

E7 Pub Res.aurant  
Dining check  
1548 SW 8th Street  
Miami, FL 33135  
30-642-9942

SSP America  
Urban Grave  
Terminal C  
IAH Bush International  
281-233-7655

8 MEYLIN

Tbl 34/1 Chk 3893 Get 5  
Jan29'16 08:39PM

1 Fried Calamari	5.95
1 Shrimp Plantains	6.75
<del>██████████</del>	<del>██</del>
<del>██████████</del>	<del>██</del>
<del>██████████</del>	<del>██</del>
1 Beef Chunks Moro Papa Fritae	9.75
2 Pork Chunks Black Beans	23.00
White Rice Moro Maduro	
1 Cuban Special	6.95
1 Aqua Perrier	2.75
18 %	
Gratuity 18%	14.64
Subtotal	81.35
Tax Total	6.51
Total Fees	14.64
09:42PM Total Due	102.50

9127 Bittary

Chk 8372 Jan30'16 01:51P Get 0

<b>Eat In</b>	
1 Classic Dog	10.00
Subtotal	10.00
Tax	0.83
11:52PM Total	10.83

Win a \$500 Amazon Gift Card  
Go to the website to tell us  
about your visit and enter  
our prize draw  
See website for T&C  
[www.eatonthemove.com/US](http://www.eatonthemove.com/US)

LOCATION: 6051413

Or please call us 1 877 325 8777

THANK YOU!!

\* A Gratuity is included \*

Taxi  
To the Airport # 40

**SUPER** YELLOW Cab RECEIPT  
(305) 888-7777

Date: 1/28/16 Time: \_\_\_\_\_ Cab # \_\_\_\_\_  
From: \_\_\_\_\_  
To: Airport  
Driver's Name: \_\_\_\_\_ Amount: 40

Complaint or Compliment (305) 885-0000 P. T. R. D. (305) 375-2460

To the hotel # 40

**SUPER** YELLOW Cab Receipt  
(305) 888-7777

Date: Jan 30 Time: \_\_\_\_\_ Cab # \_\_\_\_\_  
From: Airport  
To: Hotel Marshall  
Driver: \_\_\_\_\_ Amount: 40

Complaint or Compliment, (305) 885-0000, P.T.R.D. (305) 375-2460

**Agenda for Legal Committee Steering Group**

**Friday, January 29, 2016**

**Hotel Marseilles**

[www.marseilleshotel.com](http://www.marseilleshotel.com)

**1741 Collins Avenue**

**Miami Beach, FL**

Dial-in Number: 415-655-0002

Conference Code: 46034662

**Thursday, January 28**

✓ 7:00 PM

Steering Group Dinner - Sibilla Restaurant

833 Lincoln Road, Miami Beach 305 695-1654 Bring an Umbrella. Rain is forecast for Thursday.

**Friday, January 29**

**Hotel Marseilles**

Marseilles Meeting Room (First Floor at the rear of the Hotel)

✓ 9:00-9:30 AM I. Breakfast

✓ 9:30-9:45 II. Welcome, Introductory Remarks by New Leadership, and Introduce New Member:

Chair: Ray Ilgunas

Vice Chair: Pierre Gagnon

Immediate Past Chair: Emily Neuberger

9:45-10:30 III. Consideration of Current and Upcoming Vacancies on Steering Group and Potential New Members.

Link to Steering Group Standards:

[http://aci-na.org/sites/default/files/2015\\_legal\\_committee\\_steering\\_group\\_participation\\_plan.pdf](http://aci-na.org/sites/default/files/2015_legal_committee_steering_group_participation_plan.pdf)

1. Current Vacancies - (1 U.S.) and 1 Canadian. Potential candidates?
2. Any upcoming retirements from the Steering Group?

✓ 10:30 – 10:45 IV. Review of Committee Work Plan and Committee Board Report  
(submitted to the ACI-NA Board for its February 3 meeting)

- A. 2016 Work Plan: [http://aci-na.org/sites/default/files/legal\\_steering\\_group\\_work\\_plan\\_2016\\_winter\\_revised\\_final\\_for\\_board\\_book.doc](http://aci-na.org/sites/default/files/legal_steering_group_work_plan_2016_winter_revised_final_for_board_book.doc)
- B. 2016 Winter Board Report: [http://aci-na.org/sites/default/files/legal\\_winter\\_2016\\_board\\_report\\_final\\_td.doc](http://aci-na.org/sites/default/files/legal_winter_2016_board_report_final_td.doc)

✓ 10:45-11:15 V. Report on FAA Task Forces

- ✓ A. UAVs Tom Devine, Tom Anderson, Tim Karaskiewicz.
- ✓ B. Concessions Tom Devine, Tim Karaskiewicz, Tom Anderson.

11:15-Noon VI. Upcoming Conference Locations

- ✓ A. Spring 2016 Portland, OR – May 4-7, The Nines (*decomtown*)  
<http://www.thenines.com/>
- B. Fall 2016, Montreal, Quebec *9/27-29/16* *Reception Thursday*
- C. Spring 2017, Amelia Island, FL - May 3-6, 2017 @ Omni  
*Le Petit St. Jamesville*  
<http://www.omnihotels.com/hotels/amelia-island-plantation>
- D. Fall 2017, Ft. Worth, TX
- E. Spring 2018 potential sites;
- San Francisco (favorable hotel rates in 2018)
  - Other options?

Neon-1 PM VII. Working Lunch – discussion of liaisons to other ACI-NA committees.  
Current Liaisons;

- *Business Diversity Committee:* Debra Braga
- *Environmental Committee:* Dave Ferree ✓
- *Finance Committee:* Emily Neuberger (*FAA Strike Block Grant Programs*)
- *Government Affairs Committee:* Jeff Letwin, Bob Watson ✗
- *Human Resources:* Ann Morgan ✗
- *Insurance and Risk Management:* Nancy McNair and Tim Karaskiewicz ✗ MARK GARDNER
- *Safety and Security Committee:* Sheryl Bregman ✗
- *Facilitation:* Elaine Rodriguez
- *International Air Service:* Elaine Rodriguez ✗
- *Business IT*

1:00-4:30 PM VIII. Finalize Program for Spring Meeting

A. Working Schedule

Wednesday May 4 1:00 PM - 5:00 PM

Thursday May 5 8:30 AM - Noon

Friday May 6 9:00 AM - 5:00 PM

Saturday May 7 8:30 AM - 12:30 PM

1. FAA Update - impact or nuances of FAA Reauthorization, including PFCs and AIP, drones, safety & security, enforcement issues, staffing concerns. FAA pending response to A4A letter on per turn fees. Possible Rates and Charges Policy changes. Status of ACI-NA initiatives on incentives and land use. Other issues?
2. Legislative Update - FAA Reauthorization, Security legislation. (could be combined with FAA Update).
3. TSA Update - Insider Threat: employee/concessionaire screening. Enforcement of Real ID Laws. Other Topics?
4. Litigation Update - Dallas Love Field airline access, Tampa PFC litigation, Phoenix Next Gen litigation (Kirsch), Ontario settlement (Ilgunas), Pt. 16 skydiving case (Bannard). Other cases?
5. Ethics - Topic? (Pierotti, Mackoy, Karaskiewicz)
6. Airport Revenue Use - in the contexts of project mitigation measures, settlements of lawsuits, and commercial development agreements (follow-up from FAA session last Fall), and the homeless population problem at airports. What may be appropriately funded? What are the limits and constraints? Perhaps include a discussion of length of term for Commercial Development agreements under FAA Compliance manual.
7. FAA's Air Traffic Organization - How does it engage with airports and the public, and how might this change with FAA Reauthorization (Air Traffic Reform/Privatization, Next Gen implementation, drone integration, etc.)
8. Cyber Security - Originally scheduled Morrison & Foerster speaker. Someone mentioned a Chicago Law firm speaker.
9. Rates and Charges - Smaller airports seeking to negotiate a use and lease agreement with a per turn fee for low frequency carriers are getting vigorous push-back from legacy carriers. How can airports reasonably accommodate different airlines operating under vastly different business models? Discuss Austin P3 project for an ultra-low cost carrier terminal. (Carbajal?). Legal and policy

reasons for airports to consider rates by ordinance/resolution if airlines won't agree to reasonable terms in an agreement.

(Bannard, Lewis, Kirsch)

- 100
- \* 10. **Legal Counsel Roles in Financing Transactions** - both during the transactions and on an ongoing basis after the transaction is completed. Perhaps develop an overall session on creative financings, leasehold mortgages, privatization initiatives, P3 transactions
  - 11. **Airport Hotels**—both airport-owned hotels and ground leases to third party developers. Case studies: Denver's new hotel, Detroit's renegotiated and restructured management agreement with Starwood for Westin (refinanced with GARBs). (Reimer, Sadek, others) (TOD Transit Oriented Development) (Hotel)
  - 12. **Broad issues related to bankruptcy** - non-airline entities operating at the airport and possibly airport owners.
  - \* 13. **Large capital improvement programs** - use of subordinate debt to support them - complexities to be concerned about. LAWA's LAMP and access issues, which can become a big issue for large urban airports.
  - \* 14. **Drones** - local ability to regulate, pre-emption, jurisdiction. The role of airports in response to the FAA's B4UFLY app. (FAA plus airport speakers).
  - 15. **Hiring airport CEOs** - Many positions have become open in the recent past, currently, or anticipated in the near future. Discussion of methods for filling positions and involvement of airport lawyers. How to conduct searches/negotiations in light of Open Meetings Act and state/local Freedom of Information Act issues. Include search firm speaker (Michael Bell?).
  - 16. **Military development at airports** - e.g., National Air Guard, Rates for military leases, in light of lost air mission of the units.
  - 17. **Environmental Categorical Exclusions**—how they work re: noise related to the ATC flight path/Metrolplex issues and airport development projects
  - 18. **Safety Management Systems** - Legal oversight and recordkeeping in anticipation of SMS implementation (assuming that the NPRM is issued before the Spring meeting)
  - 19. **Title VI Issues: Contract compliance** - Do you have all of the required bases covered?  
Limited English Proficiency - Legal & Practical Tips to



Compliance; Application to In-terminal facilities and to Noise Insulation Programs

20. **Rental Car Industry** - Aggressiveness in rental car company demands; desire to share space with affiliated car-sharing services (e.g., Enterprise Car Share, Zip Car, Hertz on Demand); Competition from non-affiliated car sharing services.

X 21. **Property acquisition, usage, and disposal** - When can you do a voluntary transaction and buy a piece of land that someone offers you that is near the airport? What are the implications for AIP reimbursement, revenue diversion (if it's not already on your ALP), NEPA, and, the FAA's concept of a "presumptive action"? Also, what requirements/restrictions apply when an airport seeks to develop property and then lease it? What are the implications regarding compatible uses, land banking, etc.

22. **Non-aeronautical use of hangars** - Implications for airports and their FBOs of FAA's expected new final policy. GA

23. How can airports cope with "open carry" for dope and guns?

24. Airport Law Roundtable (SMS, Title VI)

25. Other Topics

4:30-5:00 PM IX. Other Business

5 PM X. Adjourn

# **BUSINESS EXPENSE**

**APRIL BOLING**

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

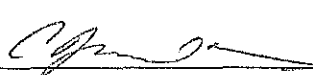
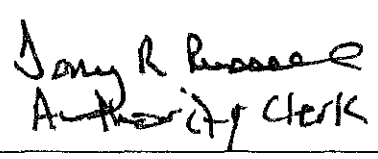
## 2016

### MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT

EMPLOYEE NAME C. April Boling			PERIOD COVERED Jan., 2016	
DEPARTMENT/DIVISION				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
1/5/16	29.40	Airport/Mtg. w/Thella Bowens		
1/11/16	29.40	Airport/Exec. Comm. Mtg.		
1/13/16	29.40	Airport/RCC Tour		
1/15/16	29.40	Airport/RCC Grand Opening		
1/19/16	29.40	Airport/Exec. Personnel Comm Mtg.		
1/21/16	29.40	Airport/ALUC Mtg.		
1/28/16	29.40	Airport/Cap. Improve. Comm. Mtg.		
1/28/16	31.80	Grand Hyatt SD/SD Reg. Chamber of Commerce Anniv. Celebration		11.00
<b>SUBTOTAL</b>	<b>237.60</b>		<b>SUBTOTAL</b>	<b>11.00</b>

#### Computation of Reimbursement

REIMBURSEMENT RATE: (see below) *	Rate as of January 2016	X	237.60 0.540
TOTAL MILEAGE REIMBURSEMENT			128.30
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)			11.00
TOTAL REIMBURSEMENT REQUESTED			\$ 139.30

<p>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. <u>Business Expense Reimbursement Policy 3.30</u></p> <div style="text-align: center; margin-top: 20px;">               SIGNATURE OF EMPLOYEE         </div>	<p style="font-size: 1.2em;">Approved by the Executive Comm. Hec on 3/7/14</p> <div style="text-align: center; margin-top: 20px;">               AUTHORITY CLERK         </div> <div style="text-align: center; margin-top: 20px;">             DEPT./DIV. HEAD APPROVAL         </div>
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SOUTHLAND PRINTING  
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# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## 2016

## MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT

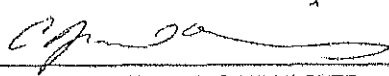
EMPLOYEE NAME			PERIOD COVERED	
C. April Boling			Feb., 2016	
DEPARTMENT/DIVISION				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
2/8/16	29.40	Airport/Exec. Comm. Mtg.		
2/18/16	29.40	Airport/ALUC Mtg.		
2/26/16	29.40	Airport/Board Retreat		
2/26/16	10.40	Bo-Beau Kitchen & Gardens/Board Retreat Dinner		
2/27/16	29.40	Airport/Board Retreat		
<b>SUBTOTAL:</b>		128.00	<b>SUBTOTAL</b>	

### Computation of Reimbursement

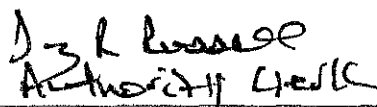
REIMBURSEMENT RATE: (see below) *	Rate as of January 2016	X	128.00 0.540
TOTAL MILEAGE REIMBURSEMENT			69.12
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)			-
<b>TOTAL REIMBURSEMENT REQUESTED</b>			<b>\$ 69.12</b>

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

  
 SIGNATURE OF EMPLOYEE

Approved by the Executive  
 Committee on 3/7/16

  
 AUTHORITY HEAD  
 DEPT./DIV. HEAD APPROVAL

**LLOYD HUBBS**





**BRETON K. LOBNER**

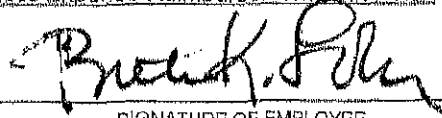
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**2016**

**MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT**

EMPLOYEE NAME Breton Lobner			PERIOD COVERED October 2015 - February 2016	
DEPARTMENT/DIVISION General Counsel				
DATE	MILES DRIVEN	DESTINATION AND PURPOSE OF TRIP	PARKING FEES & OTHER TRANSPORTATION COSTS	\$\$\$
10/22/16		Parking - SDCRAA v. Judicial, et al. (Crane Litigation)		26.00
12/3/16		Parking - Amendments to Charter regarding Authority's retirement plan and eligibility of Authority employees and retirees to serve on SDCER's Board		16.00
2/2/16		Parking - SD County Hotel-Motel Association 2015 Annual Gold Key Awards Din		10.00
SUBTOTAL				51.00

**Computation of Reimbursement**

TOTAL MILEAGE DRIVEN (LIMITED TO 200 MILE MONTHLY AVERAGE PER YEAR)	-
REIMBURSEMENT RATE: (see below) * Rate as of January 2013	X 0.665
TOTAL MILEAGE REIMBURSEMENT	-
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)	51.00
TOTAL REIMBURSEMENT REQUESTED	\$ 51.00
<p>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.</p> <p><u>Business Expense Reimbursement Policy 3.30</u></p>	
 SIGNATURE OF EMPLOYEE	DEPT./DIV. HEAD APPROVAL

Court

RECEIPT  
SOPIA  
SUNSET PARKING

License Plate Number

5DCH310

Expiration Date/Time

10:02 AM  
OCT 22, 2015

Purchase Date/Time: 09:02am Oct 22, 2015  
Total Due: \$25.00 Rate: 0-2 HOURS = \$25.00  
Total Paid: \$25.00 Payment Type: Card  
Ticket #: 88021400  
S/N #: 600012130230  
Setting: Sofia 1  
Mach Name: Sofia 1

\*\*\*\*\*9360, Visa

Auth #: 08018C


PLACE FACE UP ON DASH  
NO IN & OUT PRIVILEGES

PARKING RECEIPT  
PARKING RECEIPT  
PARKING RECEIPT  
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PARKING RECEIPT  
PARKING RECEIPT

Parking

09:00  
09:30  
09:45  
10:00  
10:15  
10:30  
10:45  
11:00  
11:15  
11:30  
11:45  
12:00

**Ace Parking Management**



Location: Wyndham Bayside  
Date: 2/11/2016  
Amount: \$10.00

Receipt of payment

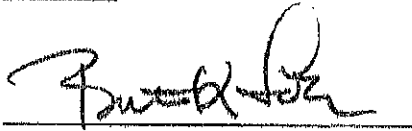
**PARKING RECEIPT**

**DATE:** October 22, 2015

**LOCATION:** San Diego County Courthouse

**ACTIVITY:** Court hearing on TRO in SDCRAA v. Judicial Council, et al. (Crane litigation) – Dept. 73.

**AMOUNT:** \$25.00

A handwritten signature in black ink, appearing to read "Breton K. Lobner", is written over a horizontal line.

Breton K. Lobner  
General Counsel

# December 03, 2015

Thursday

December 2015

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2016

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

3	Thursday	Notes
7 am		
8:00		
9:00	[REDACTED]	
10:00	[REDACTED]	
11:00		
12 pm		
1:00		
2:00	San Diego City Charter Review Committee - SDCERS Amendment for voting CITY ADMINISTRATION BUILDING 12th Fl, 202 C Street	
3:00		
4:00	[REDACTED]	
5:00		
6:00		

Reimbursement Request

Expense: Parking

Event: San Diego City Council Charter Revision Committee Meeting.

Subject: Amendments to Charter regarding Authority's retirement plan and eligibility of Authority employees and retirees to serve on SDCERS' Board.

Location: City Hall.

Date: December 3, 2015.

Amount: \$16.00 (receipt provided).



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Breton K. Lobner  
General Counsel

REIMBURSEMENT REQUEST

Parking Receipt: \$10

Date: February 12, 2016

Location: Wyndham San Diego Bayside Hotel

Function: San Diego County Hotel-Motel Association 2015 Annual Gold Key Awards Dinner

A handwritten signature in black ink, appearing to read "Breton K. Lobner". The signature is written in a cursive style with a horizontal line underneath.

Breton K. Lobner  
General Counsel  
February 13, 2016