

# 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, April 21, 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 Corporate & Information Governance and are available for public inspection.

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

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

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

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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 1-10):**

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

#### **1. APPROVAL OF MINUTES:**

The Board is requested to approve minutes of prior Board meetings.

**RECOMMENDATION:** Approve the minutes of the March 7, 2016 special meeting and the March 17, 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:**

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 FEBRUARY 22, 2016 THROUGH MARCH 20, 2016 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM FEBRUARY 22, 2016 THROUGH MARCH 20, 2016:**

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

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

**4. APRIL 2016 LEGISLATIVE REPORT:**

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2016-0025, approving the April 2016 Legislative Report.

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

**5. AMEND AUTHORITY POLICIES 1.20 - FORMATION OF BOARD COMMITTEES AND 1.30 – MEETINGS OF THE BOARD OF DIRECTORS AND BOARD COMMITTEES:**

The Board is requested to amend the policies.

RECOMMENDATION: Adopt Resolution No. 2016-0027, amending Authority Policy 1.20 – Formation of Committees and Policy 1.30 – Meetings, Agendas and Voting of the Board of Directors, to set the date, time and place of Board and Committee meetings.

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

***CLAIMS***

**6. REJECT THE CLAIM OF ANTHONY NACIN:**

The Board is requested to reject a claim.

RECOMMENDATION: Adopt Resolution No. 2016-0028, rejecting the claim of Anthony Nacin.

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

## ***COMMITTEE RECOMMENDATIONS***

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

**7. APPROVE AND AUTHORIZE AN INCREASE IN THE PRESIDENT/CEO'S CHANGE ORDER AUTHORITY FOR NORTH SIDE UTILITY (NSU) STORM DRAIN TRUNK PROJECT AT SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to approve an increase in the change order authority.  
RECOMMENDATION: Adopt Resolution No. 2016-0029, approving and authorizing an increase in the President/CEO's change order authority from \$415,867.20 to an amount not to exceed \$439,895.88, for Project No. 104118E, NSU Storm Drain Trunk at San Diego International Airport.

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

**8. AUTHORIZE THE PRESIDENT/CEO TO EXECUTE THE VEBA TRUST AGREEMENT WITH MATRIX TRUST COMPANY AS SUCCESSOR TRUSTEE TO US BANK:**

The Board is requested to approve an agreement.  
RECOMMENDATION: Adopt Resolution 2016-0030, authorizing the President/CEO to execute the Matrix Trust Company VEBA Trust Agreement and perform any and all other actions necessary to assign Matrix Trust Company as the successor trustee.

**(Talent, Culture & Capability: Kurt Gering, Director)**

**9. APPROVE THE ASSIGNMENT OF AUTHORITY AGREEMENT 2091730S WITH STUTZ ARTIANO SHINOFF & HOLTZ APC FOR GENERAL LEGAL SERVICES TO DEVANEY PATE MORRIS & CAMERON LLP:**

The Board is requested to approve an assignment.  
RECOMMENDATION: Adopt Resolution No. 2016-0031, approving the assignment of Authority Agreement No. 2091730S with Stutz Artiano Shinoff & Holtz APC for General Legal Services to Devaney Pate Morris & Cameron LLP.

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

**10. GRANT A RENTAL CAR CENTER LEASE AND CONCESSION AGREEMENT TO GREEN MOTION SAN, LLC:**

The Board is requested to grant agreements.  
RECOMMENDATION: Adopt Resolution No. 2016-0032, authorizing the President/CEO to negotiate and execute a Non-Exclusive On-Airport Rental Car Concession Agreement and a Rental Car Center Lease Agreement with Green Motion SAN, LLC.

**(Real Property and Concessions: Eric Podnieks, Program Manager)**

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

**PUBLIC HEARINGS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**11. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A FOURTH AMENDMENT TO THE CONTRACT WITH ACE PARKING MANAGEMENT, INC.**

The Board is requested to approve an amendment.

RECOMMENDATION: Adopt Resolution No. 2016-0033, approving and authorizing the President/CEO to execute a Fourth Amendment to the contract with ACE Parking Management, Inc. for Airport Shuttle Services to increase the compensation by \$2,530,682 resulting in a not-to-exceed compensation amount of \$31,330,682.

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

**12. STATUS UPDATE AND POSSIBLE ACTION ON COMMUNITY NOISE ISSUES:**

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

**(Airport Planning & Noise Mitigation: Keith Wilschetz, Director)**

**13. AUTHORIZE AND ADOPT THE CREATION OF A SEASONAL INTERNATIONAL AIR SERVICE INCENTIVE PROGRAM (SIASIP):**

The Board is requested to authorize the program.

RECOMMENDATION: Adopt Resolution No. 2016-0026, authorizing the creation of a Seasonal International Air Service Incentive Program (SIASIP).

**(Air Service Development: Hampton Brown, Director)**

**CLOSED SESSION:**

**14. 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

**15. 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

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

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

Donna Wilson; John Wilson v. San Diego County Regional Airport Authority;  
Turner-PCL-Flatiron, a joint venture.

San Diego Superior Court Case No. 37-2014-00015326-CU-PO-CTL (Meyer)

- 17. 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
- 18. 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
- 19. 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)]
- 20. 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
- 21. 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
- 22. 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>
May 19	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, MARCH 7, 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 9:02 a.m., on Monday, March 7, 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 Janney led the Pledge of Allegiance.

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

Present: Board Members: Alvarez, Boling, Cox, Gleason, Janney, Robinson, Sessom

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

***Executive Committee***

Present: Committee Members: Gleason, Janney, Robinson,

Absent: Committee Members: None

***Finance Committee***

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

Absent: Committee Members: None

Also Present: Angela Shafer-Payne, Vice President, Operations; Breton Lobner, General Counsel; Tony Russell, Director of Corporate and Information Governance/Authority Clerk; Ariel Levy-Mayer, Assistant Authority Clerk I

*Board member Alvarez arrived during the course of the meeting.*

**NON-AGENDA PUBLIC COMMENT:** None

## **NEW BUSINESS**

### **1. APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the February 8, 2016 regular meeting.

Chair Gleason requested that Item 3, Approval of Minutes, be amended by removing "noting Board Member Sessom as ABSENT" from the action, because she is not a member of the Executive Committee.

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

## **FINANCE COMMITTEE NEW BUSINESS**

### **2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE SEVEN MONTHS ENDED JANUARY 31, 2016:**

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 Seven Months Ended January 31, 2016, which included Operating Revenues for the Month Ended January 31, 2016; Operating Expenses for the Month Ended January 31, 2016; Non-operating Revenue & Expenses for the Month Ended January 31, 2016; Revenue & Expense (Unaudited) for the Seven Months Ended January 31, 2016; Operating Revenues for the Seven Months Ended January 31, 2016 (unaudited); Operating Expenses for the Seven Months Ended January 31, 2016; Financial Summary for the Seven Months Ended January 31, 2016 (Unaudited); Non-operating Revenues & Expenses for the Seven Months Ended January 31, 2016 (Unaudited); Statements of Net Position (Unaudited) as of January 31, 2016.

Board Member Gleason requested that staff provide an update on the Harbor Police billing issue.

RECOMMENDATION: Accept the report.

### **3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF JANUARY 31, 2016:**

Geoff Bryant, Manager, Airport Finance provided a presentation of the Authority's Investment Report as of January 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 January 31, 2016; Portfolio Investment Transactions; Bond Proceeds Summary; and Bond Proceeds Investment Transactions.

RECOMMENDATION: Accept the report.

**EXECUTIVE COMMITTEE NEW BUSINESS**

**4. 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.

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

**REVIEW OF FUTURE AGENDAS**

**5. REVIEW OF THE DRAFT AGENDA FOR THE MARCH 17, 2016 BOARD MEETING:**

Angela Shafer-Payne, Vice President, Operations, provided an overview of the draft agenda for the March 17, 2016 Board Meeting.

In response to Chair Gleason regarding whether the Board will be receiving an update on the Metroplex and community noise issues, Jeffrey Woodson stated that an update would be provided in April.

**6. REVIEW OF THE DRAFT AGENDA FOR THE MARCH 17, 2016 AIRPORT LAND USE COMMISSION MEETING:**

Angela Shafer-Payne, Vice President, Operations, provided an overview of the draft agenda for the March 17, 2016 ALUC Meeting.

Chair Gleason requested that staff include the order in which the ALUCP's will be updated.

Board Member Alvarez stated that the City of San Diego has not adopted the Airport Land Use Compatibility Plan and recommended that the City of San Diego City Council be notified of the ALUCP process and requirements.

Chair Gleason requested that staff draft a letter for his signature to City Council as well as Civic San Diego. He also suggested that staff brief Council Member Zapf and her staff on the ALUCP process and requirements.

Board Member Boling requested that the Board be updated on the status of the notifications.

**ACTION: Moved by Board Member Janney and seconded by Board Member Robinson to approve Items 5 and 6. Motion carried unanimously.**

**BOARD BUSINESS**

**7. APPOINTMENT OF AND APPROVAL OF CONTRACT WITH GENERAL COUNSEL:**

Chair Gleason made a motion to appoint Amy Gonzalez as General Counsel effective June 1, 2016 through June 30, 2017 with the following provisions:

- Base salary of \$235,825
- Senior executive standard benefits to include a car allowance of \$500 per month, participation in SDCERS retirement plan pursuant to plan provisions, Authority deferred compensation contribution of \$5,000 into a 401(a) account, paid time off, health and life insurance, holidays, and other employee fringe benefits.
- Employment is “at will” unless terminated by cause, death or disability, severance to be the amount of salary due for the remaining term of the contract.

He requested authorization for outside counsel, Rod Betts of Paul, Plevin, Sullivan, & Connaughton, to prepare the employment agreement and approve it as to form; and authorize the Board chair to execute the contract on behalf of the Authority.

Several Board members questioned the recommended termination, renewal and severance provisions.

Chair Gleason requested input from staff regarding the termination, renewal and severance provisions in the contract for the President/CEO, Chief Auditor, and General Counsel and a referral to the Executive Personnel and Compensation Committee for discussion.

**RECOMMENDATION:** Adopt Resolution No. 2016-0018, appointing the General Counsel and approving the contract with the General Counsel.

**ACTION:** Moved by Chair Gleason and seconded by Board Member Robinson to approve the recommendation. Motion carried by the following vote: YES – Alvarez, Boling, Cox, Gleason, Janney, Robinson, Sessom; NO – None; Absent – Desmond, Hubbs (Weighted Vote Points: YES – 76; NO – 0; ABSENT – 24)

**CLOSED SESSION:** The Board did not recess into Closed Session.

**8. PUBLIC EMPLOYEE EMPLOYMENT (GC 54957):**  
Title: General Counsel

**NON-AGENDA PUBLIC COMMENT:** None

**COMMITTEE MEMBER COMMENTS:** None

**ADJOURNMENT:**

The meeting was adjourned at 9:50 a.m. The next meeting of the Executive and Finance Committee will be held on Monday, April 4, 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 4<sup>th</sup> DAY OF APRIL, 2016.

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TONY R. RUSSELL  
DIRECTOR OF 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**  
**THURSDAY, MARCH 17, 2016**  
**SAN DIEGO INTERNATIONAL AIRPORT**  
**BOARD ROOM**

**CALL TO ORDER:** Chair Gleason called the regular meeting of the San Diego County Regional Airport Authority Board to order at 9:04 a.m. on Thursday, March 17, 2016, in the Board Room at the San Diego International Airport, Administration Building, 3225 North Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:** Lieutenant Colonel Presto led the pledge of allegiance.

**ROLL CALL:**

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

ABSENT: Board Members: Berman (Ex Officio), Ortega (Ex Officio), 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; Dawn D'Acquisto, Assistant Authority Clerk I

*Board Member Alvarez arrived during the course of the meeting.*

**PRESENTATIONS:** None

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

***STANDING BOARD COMMITTEES***

- **AUDIT COMMITTEE:**  
None
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**  
None
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**  
Board Member Desmond reported that the next Committee meeting is scheduled on May 9<sup>th</sup> immediately following the Executive/Finance Committee meeting.
- **FINANCE COMMITTEE:**  
Board Member Boling reported that the Committee met on March 7<sup>th</sup> and reviewed and accepted the financial reports of the Authority.

## **ADVISORY COMMITTEES**

- **AUTHORITY ADVISORY COMMITTEE:**  
None
- **ART ADVISORY COMMITTEE:**  
Chair Gleason reported that on March 10<sup>th</sup> the Authority hosted a tour and reception for the artists and organizations that are featured in the Point of Entry temporary exhibits. He also reported that on April 28<sup>th</sup> there will be a dedication of the public art at the Rental Car Center.

*Board Member Sessom arrived at 9:06 a.m.*

*Board Member Hubbs arrived at 9:07 a.m.*

## **LIAISONS**

- **AIRPORT LAND USE COMPATIBILITY PLAN:**  
None
- **CALTRANS:**  
None
- **INTER-GOVERNMENTAL AFFAIRS:**  
Board Member Cox reported that Authority staff provided Airport Land Use Compatibility Plan updates to Coronado Councilmembers Bill Sandke, Richard Bailey, Mike Woiwode, Carrie Downey, and San Diego Councilmember Lorie Zapf. He also stated that Authority staff provided an airport briefing and airfield tour to staff from the Office of Congresswoman Susan Davis. He reported that Authority staff provided airport updates to the Washington, D.C. staff from the offices of Senators Dianne Feinstein and Barbara Boxer. He also reported that Board Members Boling and Janney represented the Authority at the annual SANDAG retreat and that Board Members Sessom and Desmond were also in attendance representing the Cities of La Mesa and San Marcos respectively. He reported that Authority staff met on March 16<sup>th</sup> with Elizabeth Ray and Shirley Miller of the FAA's Air Traffic Organization in Washington, D.C. and updated the FAA on the ongoing community concerns related to the proposed Metroplex changes. He reiterated the Authority's strong support for maintaining the LOMA waypoint. He reported that FAA staff anticipates completing their responses to the public comments and questions on this issue in June or July.
- **MILITARY AFFAIRS:**  
None
- **PORT:**  
None



- **WORLD TRADE CENTER:**

Chair Gleason reported that the Committee held its first meeting on March 4<sup>th</sup> and moved forward with a management agreement with the Economic Development Council (EDC). He stated that the Committee will be meeting quarterly.

**BOARD REPRESENTATIVES (EXTERNAL)**

- **SANDAG TRANSPORTATION COMMITTEE:**

None

**CHAIR'S REPORT:**

Chair Gleason informed the Board that Board Member Alvarez will represent the Board at the San Diego Chamber event to Mexico City. He asked that any Board Members who would like to attend the San Diego Chamber trip to Sacramento let him know.

**PRESIDENT/CEO'S REPORT:**

Thella F. Bowens, President/CEO stated that it is forecasted that there will be 1.5 million additional travelers during the spring break period. She reported that British Airlines has upgauged its service starting March 27, 2016 to the Boeing 747- 400, increasing seat capacity by an additional 70 seats. She also reported that the Authority won the Envision Platinum Award for the Green Build project and landside improvement and that Envision is a sustainable infrastructure rating system that provides a holistic framework for evaluating the community and economic benefits of projects such as roads and lighting. She stated that the San Diego International Airport is one of the first airports to receive the Platinum Certification for our landscaping and external products. She reported that two directors received awards; Jana Vargas, Director of Procurement, received the Woman Breaking Barriers Award, and Paul Manasjan, Director of Environmental Affairs, was honored with the Peer Recognition for Outstanding Individual Contribution and Leadership Award from Airport Council International – North America (ACI-NA).

**NON-AGENDA PUBLIC COMMENT:**

BRUCE BAILEY, SAN DIEGO, expressed concerns regarding departure routes over Point Loma.

JULIE CONNOLLY, SAN DIEGO, expressed concerns regarding irregular flights over her neighborhood in Point Loma and requested assistance from the Board to help residents get answers.

CASEY SCHNOOR, SAN DIEGO, expressed concerns regarding missed approaches, early turns, and the Metroplex project. He stated that the Red Dot agreement is not being followed.

HUGO CARMONA, SAN DIEGO, representing Congressman Scott Peters' office, read a letter sent to Chair Gleason from Congressman Peters regarding noise issues in Point Loma.

Board Member Desmond requested that Congressman Peters reach out to the FAA and encourage them to attend ANAC meetings, work with residents and answer questions from the Community.

DEBRA TURNER, SAN DIEGO, expressed concerns regarding new noise in her neighborhood from the Rental Car Center. Ms. Turner requested that another sound study be done.

Chair Gleason requested that staff investigated the matter and provide an update to the Board.

KEITH JONES, SAN DIEGO, representing Ace Parking, provided a handout to the Board titled "Year in Review of Ace's Parking Performance at the San Diego International Airport." He requested that the Board direct staff to hold off on the Parking RFP until the parking plaza is complete.

Board Member Cox stated that there are noise problems in the Point Loma community and that the issues need to be dealt with. He stated that once the plane leaves the ground, the Authority has no control. He suggested that staff review the structure of the ANAC to better address concerns and that the FAA needs to be at the table. He suggested looking at the composition of the committee and frequency of meetings. He stated that there needs to be strict adherence with the Red Dot agreement. He stated that he would like to see the Rental Car Center noise study at the April meeting.

Board Member Desmond requested that staff work with Congressman Peters' office to get TRACON and the FAA tower to attend future ANAC meetings to address these concerns.

Chair Gleason requested that staff review adherence with the Red Dot agreement. He also stated that he is looking forward to getting the 1<sup>st</sup> quarter noise data.

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

Chair Gleason requested that Item 4 be pulled from the consent agenda for staff to provide an update on changes to the Senate version of the Federal Aviation Administrative Reauthorization bill.

**ACTION: Moved by Board Member Robinson and seconded by Board Member Desmond to approve the Consent Agenda as amended. Motion carried by the following vote: YES – Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – Alvarez. (Weighted Vote Points: YES – 87; NO – 0; ABSENT – 13)**

**1. APPROVAL OF MINUTES:**

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:**  
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 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.
- 4. MARCH 2016 LEGISLATIVE REPORT:**  
**ACTION:** This item was pulled from the consent agenda for discussion.
- 5. 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.

#### ***CLAIMS***

- 6. REJECT THE CLAIM OF MAYA SANCHEZ:**  
RECOMMENDATION: Adopt Resolution No. 2016-0020, rejecting the claim of Maya Sanchez.

#### ***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:**  
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.

**7-B. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AMENDMENT NO. 3 TO THE AMENDED AND RESTATED SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY RETIREMENT PLAN AND TRUST OF 2013:**

RECOMMENDATION: Adopt Resolution 2016-0024, approving and authorizing the President/CEO to execute Amendment No. 3 to the Amended and Restated San Diego County Regional Airport Authority Retirement Plan and Trust of 2013.

***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.:**

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.

**9. 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.

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

**4. MARCH 2016 LEGISLATIVE REPORT:**

Mike Kulis, Director, Inter-Governmental Relations, provided an update on recent changes to the Senate version of the Federal Aviation Administration (FAA) Reauthorization bill. He stated, unlike the House FAA bill, the Senate bill does not have a provision transferring the air traffic organization functions to the new corporation, and the Senate bill lasts 18 months, ending Fiscal Year (FY) 2017. He stated that the Senate bill provides additional funds for airport improvement, with an increase to \$3.7 billion for FY 2017. He stated that the Senate bill does not include a passenger facility charge increase or assistance to reestablish service to Reagan National Airport, which are two priority issues in the FY 2016 Legislative Agenda. He stated that staff recommends that the Board adopt a position of "Oppose Unless Amended" on Senate bill.

*It was moved by Board Member Cox and seconded by Board Member Boling, to approve staff's recommendation.*

Board Member Desmond inquired about H.R. 3548 and requested a more detailed report at the next meeting.

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

**ACTION: Moved by Board Member Cox and seconded by Board Member Boling to approve staff's recommendations, and directed staff to provide an update on H.R. 3584 – Transportation Security Administration Reform and Improvement Act of 2015, at next Board meeting. Motion carried by the following vote: YES – Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – Alvarez. (Weighted Vote Points: YES – 87; NO – 0; ABSENT – 13)**

**PUBLIC HEARINGS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

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

David Boenitz, Director, Ground Transportation, provided an update on Ground Transportation Operations, which included Ground Transportation Commercial Vehicle Operations, Contract RFPs, Transportation Network Company (TNC) Operations, Parking Operations, Rental Car Center Bus Operations, MTS/Palm Street Shuttle Service, California TNC Legislation, Federal TNC Legislation, and Office of the Chief Auditor TNC Audits.

Board Member Boling requested clarification on why the Authority is terminating the shuttle contract before the end of the contract instead of requesting an increase in funding.

Angela Shafer-Payne, Vice President, Operations, explained that with less than a year remaining on the contract and recent changes in shuttle operations, staff decided to re-compete the shuttle operation early instead of adding additional funds to the contract, which would allow for changes based on shuttle operation needs and separate the two major ground transportation contracts.

Board Member Desmond suggested continuing the Parking Shuttle contract to the end of the term. He stated that it's not in the best interest of the Authority to switch contractors at this time.

Chair Gleason stated that he would be comfortable with directing staff to bring an item back to the Board to continue with the Parking Shuttle contract through its term and to include an overview of all the impacts.

Board Member Cox and Desmond stated that we should provide a staging area for TNC's if we have the space.

Board Member Hubbs stated that more data is needed to determine the need for a staging area.

Chair Gleason requested to see staff's suggested TNC permit alterations and a range of options for TNC staging areas in the future presentation.

Board Member Robinson requested a copy of the termination language in the shuttle contract.

The Board requested that staff provide information regarding the impacts of continuing with the shuttle contract through December 2016 at the April Board meeting, and at the May Board meeting staff provide a report on the impacts of extending the shuttle and parking management contracts until after the completion of the parking plaza.

**ACTION: Moved by Board Member Desmond and seconded by Board Member Cox directing staff to place an item on the April Agenda to continue the shuttle contract through December 2016 term date and an update on the impacts of continuing the contract, and requested that staff provide an update in May on the potential costs and other long-term impacts of extending the parking management and shuttle contracts until after the completion of the parking plaza. Motion carried by the following vote: YES – Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – Alvarez. (Weighted Vote Points: YES – 87; NO – 0; ABSENT – 13)**

*Board Member Sessom left the dais at 10:30 a.m.*

*Board Member Alvarez arrived at the meeting at 11:00 a.m.*

ADRIAN KWIATKOWSKI, SAN DIEGO, representing Transportation Alliance Group (TAG), provided a presentation on the progress of vehicle conversions, Transportation Network Company (TNC) operations, TNC and Taxi economic impact, TNC post pilot program concerns, and concerns about the possibility of hold lot impacts if the TNC's were allowed to get their own lot.

MICHAEL AMADEO, SAN DIEGO, representing Uber Technologies, spoke in support of enhanced signage of pick up location for TNCs and closer TNC pick up locations.

XEMA JACOBSON, SPRING VALLEY, representing Super Shuttle, expressed concerns regarding requirements for shuttles that are not required by the TNCs, specifically vehicle inspections.

Board Member Desmond requested more information regarding what is included in the costs for the Intermodal Transit Center in the SANDAG Plan.

Board Member Boling stated that the Authority should be encouraging transit to the airport.

Board Member Hubbs expressed concerns with the lack of interest from transit providers to help utilize the Palm Street trolley stop.

Chair Gleason requested that the Board receive an update on what's being done to level the playing field for all ground transportation providers. He also requested an update on TNC legislation and TNC signage.

Board Member Alvarez suggested contacting the Attorney General to see if the MOU can be amended to include TNCs to reduce greenhouse gases.

RECOMMENDATION: Accept the presentation.

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

Scott Brickner, Vice President, Finance and Asset Management/Treasurer, provided an update on Parameters for the Fiscal Year 2017 and Fiscal Year 2018 Operating Budget, which included the Economic Update, Moody's Report, Initiatives, Budget Objectives, Authority Financials, and Budget Challenges, Guidelines and Calendar.

RECOMMENDATION: Provide direction to staff.

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

**BOARD COMMENT:**

Chair Gleason requested that a discussion item regarding establishing a policy for changing meeting dates be added to the next Executive Committee agenda.

**CLOSED SESSION:** The Board recessed into Closed Session at 12:24 p.m. to hear item 20.

**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:** The Board reconvened into Open Session at 1:38 p.m. There was no reportable action.

**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:**

**ADJOURNMENT:** The meeting adjourned at 1:40 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY BOARD THIS 21<sup>st</sup> DAY OF APRIL, 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: **APRIL 21, 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

APR 05 2016

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

Corporate &amp; Information Governance

Period Covered: Mar. 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		4/04/16
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: 3/7/16 Time: 9:00 Location: Airport	Airport Executive/Finance Committee Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 3/10/16 Time: 8:00 Location: Barona Resort	SANDAG Retreat
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 3/17/16 Time: 9:00 Location: Airport	ALUC Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 3/18/16 Time: 9:00 Location: SANDAG	SANDAG Transportation Committee Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 3/24/16 Time: 10:00 Location: Airport	Airport Advisory Committee Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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**

SDCRAA  
MAR 23 2016

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY** Corporate & Information Governance  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: MARCH 1-31, 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:
<b>GREG COX</b>		<b>MARCH 22, 2016</b>
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <b>MARCH 7, 2016</b> Time: <b>9:00am</b> Location: <b>SDIA</b>	<b>SPECIAL BOARD MEETING EXECUTIVE/ FINANCE COMMITTEE</b>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <b>MARCH 17, 2016</b> Time: <b>9:00am</b> Location: <b>SDIA</b>	<b>BOARD MEETING AIRPORT LAND USE COMMISSION</b>
<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: *Greg Cox*



**ROBERT H. GLEASON**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

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

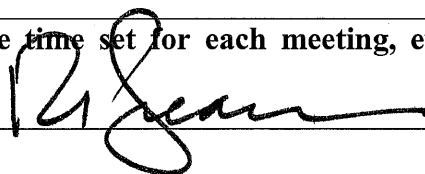
Period Covered: MARCH 2016

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:
ROBERT H. GLEASON		April 4, 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: March 4, 2016 Time: 8:00 am Location: SDCRAA offices	World Trade Center San Diego meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: March 7, 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: March 11, 2016 Time: 9:00 am Location: SDCRAA offices	Art Advisory Committee meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: March 25, 2016 Time: 8:30 am Location: Symphony Towers	City of San Diego Commission for Arts & Culture meeting; spoke on behalf of the Airport Authority
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: March 28, 2016 Time: 6:00 pm Location: RCC	Rental Car Center Restaurant Space event, spoke on behalf of the Airport Authority
<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: MARCH 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:
LLOYD HUBBS		3/17/16
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: 3-17-16 Time: 9:00 Location: BOARD RM	BOARD / ALVC
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: \_\_\_\_\_

*Lloyd Hubbs*

**JIM JANNEY**

SDCRAA  
 APR 01 2016  
 Corporate & Information Governance

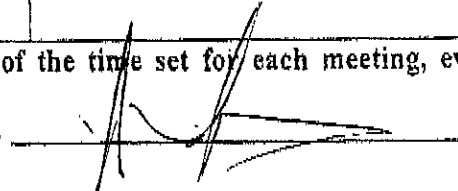
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**

Period Covered: March 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 2009-0007. 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 (Print name)		DATE OF THIS REPORT
Jim Janny		4-1-16
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: 3-7-16 Time: 0900 Location: SDCRAA	Exec & Finance
Brown Act Pre-approved Res. 2009-0149R	Date: 3-17-16 Time: 0900 Location: SDCRAA	Board & AUC
Brown Act Pre-approved Res. 2009-0149R	Date: 3-10-16 Time: 0800-1600 Location: Barona	San Diego Board Retreat
Brown Act Pre-approved Res. 2009-0149R	Date: 3-16-16 Time: 0900 Location: SANDAG	San Diego Transportation
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

**PAUL ROBINSON**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

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

Period Covered: 3/31/16

**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		
<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: 3/7/16 Time: 9:00 - 10:30 Location: SDCRAA Bd Rm	SDCRAA Exec. Fin. Bmm Mtgs
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 3/17/16 Time: 9:00 - 1:00 p.m. Location: SDCRAA Bd Rm	SDCRAA Bd / ALUC Mtgs.
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 3/24/16 Time: 10:00 - 12:00 p.m. Location: Wright Conf Rm	Airport Advisory Comm Mtg
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: 





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

Item No.  
**3**

Meeting Date: **APRIL 21, 2016**

**Subject:**

**Awarded Contracts, Approved Change Orders from February 22, 2016 through March 20, 2016 and Real Property Agreements Granted and Accepted from February 22, 2016 through March 20, 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 - February 22, 2016- March 20, 2016

 <b><u>New Contracts</u></b>							
Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
02/25/16	N/A	ICF SH&E Inc.	The Contractor will provide aviation industry consulting services to assist the Authority with briefings on the state of the aviation industry current policy trends and how they apply to the operations of the San Diego International Airport.	Informal RFP	Corporate and Information Governance	\$45,000.00	02/25/19
 <b><u>New Contracts Approved by the Board</u></b>							
Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
2/22/16	N/A	US Bank National Association	This Contract was approved by the Board at the December 17, 2015 Board Meeting. The Contractor will provide a Line of Credit in the amount of \$4,000,000 in order to continue the Authority's Bonding and Contract Financing Assistance Program.	RFB	Business & Financial Management	\$4,000,000	02/28/19

**Attachment "A"**

**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN February 22, 2016- March 20, 2016**



**Amendments and Change Orders**

<b>Date Signed</b>	<b>CIP #</b>	<b>Company</b>	<b>Description of Change</b>	<b>Owner</b>	<b>Previous Contract Amount</b>	<b>Change Order Value (+ / -)</b>	<b>Change Order Value ( % ) (+ / -)</b>	<b>New Contract Value</b>	<b>New End Date</b>
3/4/2016	N/A	PlanetBids, Inc.	The First Amendment increases the maximum amount payable by \$10,000.00 to align the term of the compliance module with the Authority's Bid Management System and to establish a portal within the Vendor Database for subcontracting opportunities with Swinerton Builders for the Terminal 2 Parking Plaza.	Procurement/ Small Business	\$205,000.00	\$10,000.00	5%	\$215,000.00	1/17/2017
3/15/2016	N/A	Corey Clarke, dba Filter Shine Southwest	The First Amendment increases the maximum amount payable by \$50,000.00 due to frequency of services for Restaurant Hood Cleaning and Inspection Services at San Diego International Airport.	Terminal and Tenants	\$50,000.00	\$50,000.00	100%	\$100,000.00	9/20/2017
3/15/2016	N/A	Monica Zinchiak dba Z. Research, Services	The First Amendment increases the maximum amount payable by \$3,400.00 to complete the Rental Car Center (RCC) Focus Study Services.	Terminal and Tenants	\$21,200.00	\$3,400.00	16%	\$24,600.00	2/16/2016
<b><u>Amendments and Change Orders-Approved by the Board</u></b>									
			None						



**Attachment "B"**

**REAL PROPERTY AGREEMENTS EXECUTED FROM FEBRUARY 22, 2016 THROUGH MARCH 20, 2016.**



**Real Property Agreements**

Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
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No Agreements to Report



**Real Property Agreement Amendments and Assignments**

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



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

**Item No.  
4**

Meeting Date: **APRIL 21, 2016**

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**Subject:**

**April 2016 Legislative Report**

**Recommendation:**

Adopt Resolution No. 2016-0025, approving the April 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 April 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).

**Local Legislative Action**

The Authority's legislative team recommends that the Board adopt a SUPPORT position on a proposed City of San Diego ordinance that would regulate the use of unmanned aircraft systems (drones) within the City of San Diego. The purpose of this ordinance is to address the potential hazard of drones to other aircraft in flight, persons on the ground, and critical infrastructure. Specifically, this ordinance would codify regulations on a local level similar to those enacted by the Federal Aviation Administration (FAA). The proposed ordinance would prohibit the operation of a model aircraft (operated for hobby or recreational purposes) within five miles of an airport without authorization of FAA air traffic control tower staff. The ordinance would also prohibit the operation of model aircraft in a manner that interferes with manned aircraft or when the model aircraft is beyond the operator's visual line of sight and would limit the operation of model aircraft to a height of 400 feet and only during daylight hours.

**State Legislative Action**

The Authority's legislative team recommends that the Board adopt a SUPPORT position on AB 1289 (Cooper). This bill would require transportation network companies (TNCs) to conduct comprehensive criminal background checks for drivers and prohibit TNCs to contract with, employ, or retain drivers who are required to register as sex offenders, convicted of a violent felony, sexual offense, driving under the influence offense, non-felony violent crime, act of fraud, act of terror, or crime involving property damage or theft.

The Authority's legislative team recommends that the Board adopt a SUPPORT position on AB 2611 (Low). This bill would expand a number of exemptions related to public records requests to include investigatory security audio or video recordings, personal information disclosures that would endanger the privacy of persons involved in investigations, crimes and complaints, and any audio or video depicting the serious injury or death of a peace officer. The Authority's legislative team recommends that the Board adopt a SUPPORT position on AB 2724 (Gatto). This bill would require manufacturers of unmanned aircraft sold in California to include with the aircraft copies of applicable FAA safety regulations as well as a notice of FAA registration requirements, if applicable. AB 2724 would also require that drones equipped with global positioning satellite (GPS) capabilities be equipped with geo-fencing technology to prevent them from flying from within five miles of an airport and that the owners of unmanned aircraft secure adequate protection from liability for injury or property damage.

The Authority's legislative team recommends that the Board adopt an OPPOSE position on AB 1707 (Linder). This bill would require that responses to public records requests which state that a record is exempt from disclosure must identify the type(s) of records withheld and the specific exemption that justifies withholding the record.

The Authority's legislative team recommends that the Board adopt a WATCH position on SB 1035 (Hueso). This bill would authorize the Public Utilities Commission (PUC) to fix the rates and establish rules for Transportation Network Companies (TNCs), study specified background check measures and potentially adopt a background check measure as a condition to participate as a TNC driver. SB 1035 would also require the PUC to study TNC insurance requirements and accessibility issues for disabled populations and authorize peace officers to enforce TNC rules and impound vehicles under certain circumstances.

The Authority's legislative team recommends that the Board adopt a WATCH position on AB 1455 (Rodriguez), legislation that would authorize the City of Ontario to issue revenue bonds, for the purpose of financing the acquisition of Ontario International Airport from the City of Los Angeles.

The Authority's legislative team recommends that the Board adopt a WATCH position on AB 2687 (Achadjian), legislation that would make it illegal for a person who has 0.04 percent or more of alcohol in his or her blood to drive a passenger for hire.

### **Federal Legislative Action**

The Authority's legislative team recommends that the Board adopt a SUPPORT position H.R. 3584 (Katko), a compilation of several individual bills previously approved by the House in 2015. Pursuant to the Board's request during the March 17, 2016 Board meeting, the following is a detailed summary of the provisions included in H.R. 3584:

- Limits PreCheck participation to enrolled passengers and those given access through an approved alternative method, such as canine screening
- Requires TSA to review the necessity of security directives that have been in effect for longer than one year
- Requires TSA to review the security-screening technology deployed at airports

- Mandates that airports place an expiration date on airport credentials denoting the period in which an individual may lawfully work in the U.S.
- Authorizes a pilot project to establish a secure, automated biometric-based system at airports to verify the identity of PreCheck passengers
- Encourages TSA to expand the marketing and enrollment options for PreCheck
- Expands enrollment in PreCheck by adding private sector application capabilities
- Ensures that TSA PreCheck screening lanes are open and available during peak and high-volume travel times at airports
- By December 31, 2017, establishes 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
- Develops a process for regularly evaluating the root causes of screening errors at airport checkpoints so corrective measures can be identified
- Requires the completion of a comprehensive, agency-wide efficiency review

On March 30, 2016, the President signed into law H.R. 4721 (Shuster), "The Airport and Airway Extension Act of 2016." This legislation extends current authorizations for aviation programs and related excise taxes through July 15, 2016.

On April 6, 2016, the full Senate began its consideration of H.R. 636, an 18-month Federal Aviation Authorization (FAA) Reauthorization bill. Pursuant to Board direction during the March 17, 2016, Board meeting, the Airport Authority position on the Senate FAA Reauthorization bill is OPPOSE UNLESS AMENDED, as this legislation does not address legislative priorities included in the Authority's 2016 Legislative Agenda. If approved by the Senate, this bill would have to be reconciled with the House version of the FAA Reauthorization bill.

As the Senate was actively considering numerous amendments to H.R. 636 during the filing of the April 2016 Legislative Report, Authority staff will be prepared to provide the Board any necessary update on this bill during the April 21, 2016, Board meeting.

### **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. 2016-0025

A RESOLUTION OF THE BOARD OF THE SAN DIEGO  
COUNTY REGIONAL AIRPORT AUTHORITY APPROVING  
THE APRIL 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 April 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”) (Cal. Pub. Res. Code § 21065); and is not a “development” as defined by the California Coastal Act (Cal. Pub. Res. Code § 30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 21<sup>st</sup> day of April, 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

April 2016 Legislative Report

Local Legislation

**Legislation/Topic**

**City of San Diego Drone Ordinance**

**Background/Summary**

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

**Anticipated Impact/Discussion**

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

**Status:** 4/20/16 – Expected to be considered by the San Diego City Council Public Safety Committee

**Position:** Support

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

## State Legislation

### New Assembly Bills

#### Legislation/Topic

**AB 1289 (Cooper) – Transportation Network Companies: Driver Penalties**

#### Background/Summary

This bill would require Transportation Network Companies (TNCs) to conduct comprehensive criminal background checks for each participating driver that include local, state, and federal law enforcement records. AB 1289 would prohibit TNCs from contracting with, employing, or continuing to retain a driver if he or she is required to register as a sex offender or has been convicted of any violent felony, sexual offense, driving under the influence offense, non-felony violent crime, act of fraud, act of terror, or crime involving damage or theft.

#### Anticipated Impact/Discussion

If enacted, this legislation could reduce the risk of passengers using TNCs to travel to and from SDIA.

**Status:** 1/28/16 – Referred to Senate Committee on Energy, Utilities and Communications and Senate Committee on Public Safety

**Position:** Support

#### Legislation/Topic

**AB 1455 (Rodriguez) – Ontario International Airport**

#### Background/Summary

AB 1455 would authorize the City of Ontario to issue revenue bonds for the purpose of financing the acquisition of Ontario International Airport from the City of Los Angeles. The bonds would be secured solely by the revenues and charges at the Ontario International Airport.

#### Anticipated Impact/Discussion

Passage of this bill would not impact San Diego International Airport or the Airport Authority.

**Status:** 6/30/15 – Amended and re-referred to the Senate Committee on Governance and Finance

**Position:** Watch

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

**Legislation/Topic**

**AB 1707 (Linder) – Public Records: response to request**

**Background/Summary**

This bill would require that responses to public record requests demonstrating that a record is exempt from disclosure identify the type(s) of records withheld and the specific exemption that justifies withholding the record.

**Anticipated Impact/Discussion**

This bill would place unnecessary requirements on Authority record keeping and make the release of records to the public increasingly complicated by requiring lists of exemptions. Additionally, it could also have a negative impact by increasing opportunities for the public to dispute identified exemptions to the release of records.

**Status:** 3/29/16 – Approved by the Assembly Committee on the Judiciary on a vote of 10-0 and referred to Assembly Committee on Local Government

**Position:** Oppose

**Legislation/Topic**

**AB 2611 (Low) – The California Public Records Act: exemptions**

**Background/Summary**

This bill would expand a number of exemptions related to the disclosure of public records to include:

- Any investigatory or security audio or video recording
- Disclosures of personal information that would endanger the privacy of those involved in complaints or investigations related to incidents, victims or any person who suffers injury or property damage/loss
- Any audio or video recording depicting the death or serious injury of a peace officer

**Anticipated Impact/Discussion**

This bill could reduce some of the requirements for Airport Authority disclosure of records to the public.

**Status:** 3/17/16 – Referred to Assembly Committee on the Judiciary and the Assembly Committee on Privacy and Consumer Protection

**Position:** Support

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

**Legislation/Topic**

**AB 2687 (Achadjian) – Vehicles: Passenger for Hire: Driving Under the Influence**

**Background/Summary**

This legislation would make it unlawful for a person who has 0.04 percent, by weight, or more of alcohol in his or her blood to drive a passenger for hire.

**Anticipated Impact/Discussion**

Although AB 2687 would not have any direct impact to San Diego International Airport, it could enhance safety for passengers utilizing vehicles for hire to travel to and from SDIA.

**Status:** 3/10/16 - Referred to Assembly Committee on Public Safety

**Position:** Watch

**Legislation/Topic**

**AB 2724 (Gatto) – Unmanned Aircraft**

**Background/Summary**

This bill would require manufacturers of unmanned aircraft (drones) sold in California to include with the aircraft a copy of applicable Federal Aviation Administration (FAA) safety regulations. If the unmanned aircraft is required to be registered with the FAA, a notification of that requirement is to be included as well. AB 2724 would also require that unmanned aircraft equipped with global positioning satellite (GPS) mapping capabilities be equipped with geo-fencing technologies that prohibit the unmanned aircraft from flying within five miles of an airport. This bill would also require the owner of an unmanned aircraft to procure adequate protection against liability for the payment of damages for bodily injury, death and property damage resulting from the operation of the unmanned aircraft. Lastly, this bill would exempt an unmanned aircraft operated pursuant to a current commercial operator exemption from these requirements.

**Anticipated Impact/Discussion**

This bill could benefit San Diego International Airport (SDIA) by creating regulations that foster a safer operating environment for unmanned aircraft. Its provisions to require geo-fencing capabilities for all GPS enabled unmanned aircraft could reduce or eliminate the operation of unmanned aircraft within a five mile radius of the SDIA.

**Status:** 3/17/16 – Amended and re-referred to Assembly Committee on Privacy and Consumer Protection

**Position:** Support

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

## **New Senate Bills**

### **Legislation/Topic**

#### **SB 1035 (Hueso) – Transportation Network Companies**

### **Background/Summary**

This bill would authorize the Public Utilities Commission (PUC) to implement the following authorizations related to the operation of transportation network companies (TNCs):

- To fix rates and establish rules for TNCs, prohibit discrimination, and award reparation for the exaction of unreasonable, excessive, or discriminatory charges by a TNC
- Require the PUC, in consultation with the Department of California Highway Patrol, the United States Department of Justice, and local law enforcement, if they choose, to study specific background check measures and adopt those measures if it is determined they would enhance public safety
- Require that the study contain additional information regarding TNC insurance and accessibility issues for disabled populations
- Authorize the PUC to collect data from TNCs and commence a proceeding to determine how that data can best be shared with local government and planning agencies for transportation and environmental purposes
- Authorize peace officers to enforce and assist with violations of the Passenger Charter-party Carriers Act with respect to TNCs
- Authorize peace officers to impound any vehicle of a charter-party carrier for 30 days if the carrier does not have a valid permit or certificate, or the driver does not have the proper license, endorsement or required certificate.

### **Anticipated Impact/Discussion**

Although this bill could result in enhanced background checks for TNC drivers, SB 1035 would initiate several other TNC actions such as the setting of rates.

**Status:** 3/29/16 – Amended and re-referred to Assembly Committee on Privacy and Consumer Protection

**Position:** Watch

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



## **Assembly Bills from Previous Report**

### **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 by that date.

### **Anticipated Impact/Discussion**

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

**Status:** 3/29/16 – Amended and re-referred to Assembly Committee on Law Enforcement

**Position:** Watch (3/17/16)

### **Legislation/Topic**

**AB 1648 (Wilk) – Public Records**

### **Background/Summary**

This bill would have amended 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. As amended, AB 1648 would modify the definition of “state publication” to specify that publications issued by the state on the internet are state publications and that the public can copy, share, distribute or republish publications authored by the state.

### **Anticipated Impact/Discussion**

As amended, this bill is no longer applicable to the Airport Authority.

**Status:** 3/16/16 – Amended and re-referred to Assembly Committee on the Judiciary

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

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

## **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 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.

**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.

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

### **Anticipated Impact/Discussion**

Pursuant to 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:** 3/17/16 – Amended and re-referred to the 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.

### **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:** 3/7/16 – Amended and re-referred to the Assembly Committee on Privacy and Consumer Protection

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

### **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:

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

- 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
- 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 San Diego International Airport (SDIA) operations, it could result in changes to Harbor Police operations and protocol, resulting in adjustments to our engagement with law enforcement.

**Status:** 3/15/16 – Passed Assembly Committee on Public Safety by a vote of 7-0 and re-referred to the Assembly Committee on Privacy and Consumer Protection

**Position:** Watch (3/17/16)

**Legislation/Topic**

**AB 1841 (Irwin) – Cyber Security**

**Background/Summary**

As amended, this bill would require by July 1, 2018, that the Office of Emergency Services (OES) develop a comprehensive cybersecurity strategy setting standards for state agencies to prepare for cybersecurity interference with or the compromise or incapacitation of critical infrastructure. The state agencies required to coordinate with OES would include every state office, officer, department, division, bureau, board, and commission. OES would be required to post the cybersecurity strategy on their internet website and transmit it to the State Legislature.

**Anticipated Impact/Discussion**

Having an outside agency develop standards for cybersecurity strategies could place a burden on Authority operations, as it is unclear that an external agency would be able to

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

create a strategy that properly addresses the uniqueness of an airport versus other forms of critical infrastructure. Also, AB 1841 does not appear to 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 could also require the Authority to share 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:** 3/28/16 – Amended and re-referred to Assembly Committee on Privacy and Consumer Protection

**Position:** Oppose (3/17/16)

### **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:** 2/29/16 – Referred to Assembly Committee on Business and Professions and Assembly Committee on Insurance

**Position:** Support (3/17/16)

### **Legislation/Topic**

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

### **Background/Summary**

This bill would require an online posting of a meeting 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.

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

### **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:** 3/3/16 – Referred to Assembly Committee on Local Government

**Position:** Watch (3/17/16)

### **Legislation/Topic**

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

### **Background/Summary**

This bill would prohibit a person who is prohibited from coming within a specified distance of another person, from operating an unmanned aircraft in a way that causes it to fly within the prohibited distance of the other person, or from capturing images of the other person by using an unmanned aircraft. This bill would also prohibit a person required to register as a sex offender for offenses committed after January 1, 2017, from operating an unmanned aircraft. In addition, AB 2320 would prohibit drone use in interfering with emergency responses, following and harassing individuals or bringing prohibited items into a correctional facility.

### **Anticipated Impact/Discussion**

Although this bill is not expected to directly impact any operations at San Diego International Airport, its enactment could prevent drone interference during an emergency situation.

**Status:** 3/17/16 – Amended re-referred to the Assembly Committee on Privacy and Consumer Protection

**Position:** Watch (3/17/16)

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

### **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.

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

**Status:** 3/17/16 – Ordered to the Inactive File on request of the author

**Position:** Support (3/17/16)

**Legislation/Topic**

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

**Background/Summary**

As amended, 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 and Office of Emergency Services to adopt 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 identifies authority within the State government (the Department of Transportation) to oversee drone related issues and concerns.

**Status:** 3/28/16 –Amended and re-referred to Senate Committee on Transportation and Housing

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

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

**Legislation/Topic**

**SB 874 (Gaines) – Personal Income Tax Law**

**Background/Summary**

As introduced, SB 874 was a placeholder “spot bill” and would have made nonsubstantive changes to definitions applicable to transportation network companies (TNCs). The bill’s author has amended SB 874 and its focus is now on personal income tax and exemption credits for dependents.

**Anticipated Impact/Discussion**

This bill is no longer relevant to the Airport Authority or San Diego International Airport.

**Status:** 3/15/16 – Read and amended in the Senate Committee on Rules

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

**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.

**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:** 3/15/16 – Referred to Senate Committee on Governmental Organization and the Senate Committee on the Judiciary. Scheduled to be considered by Senate Committee on Governmental Organization on 4/12/16

**Position:** Watch (3/17/16)

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



**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:** 3/3/16 – Referred to Senate Committee on Business, Professions and Economic Development and scheduled to be considered on 4/4/16

**Position:** Watch (3/17/16)

**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:** 3/3/16 – Referred to the Senate Committee on Rules

**Position:** Watch (3/17/16)

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

## Federal Legislation

### New House Bills

#### **H.R. 636 (Tiberi) – Federal Aviation Administration Reauthorization Bill**

### Background/Summary

H.R. 636 was significantly amended in the Senate to serve as the Senate version of the Federal Aviation Administration Reauthorization Act. This bill would reauthorize FAA programs for 18 months. The legislation does not include an increase to the current \$4.50 Passenger Facility Charge (PFC) limit and does not include language that would assist in reestablishing nonstop air service between San Diego and Ronald Reagan Washington National Airport.

### Anticipated Impact/Discussion

Senate leaders have agreed to add a package of energy tax credits to this bill as well as other non-aviation legislation. Authority staff will continue to monitor this bill for potential impact to San Diego International Airport as additional amendments are offered in the Senate.

**Status:** 4/6/16 – Under consideration on the Senate floor

**Position:** Oppose Unless Amended (3/17/16)

### Previous House Bills

### 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.

### 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.

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

**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.

**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)

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

**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.

**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)

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

**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)

**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

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

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)

### **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

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

- 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:** Support (3/17/16)

### **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.

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

### **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**

### **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)

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



## **Senate Bills from Previous Report**

### **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.

### **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

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

- 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: **APRIL 21, 2016**

**Subject:**

**Amend Authority Policies 1.20 - Formation of Board Committees and 1.30 – Meetings of the Board of Directors and Board Committees**

**Recommendation:**

Adopt Resolution No. 2016-0027, amending Authority Policy 1.20 – Formation of Committees and Policy 1.30 – Meetings, Agendas and Voting of the Board of Directors, to set the date, time and place of Board and Committee meetings.

**Background/Justification:**

Pursuant to the Ralph M. Brown Act (§54954(a)), a legislative body shall provide for the time and place for regular meetings by ordinance, resolution, or by-laws. The Board adopted Resolution No. 2015-0105, setting the date and time of Board and Committee meetings through the adoption of the 2016 Master Calendar of Board and Committee meetings. The master calendar of board and committee meetings is prepared annually in accordance with the Ralph M. Brown Act and criteria adopted by the Board.

Authority Policy 1.20 provides that the time and date of Committee meetings will be determined by the Board or, at the Board's discretion, by the Chair of the Committee.

Authority Policy 1.30(2) requires that regular meetings shall be held at least once each month with the dates, time and location to be set annually by Board resolution with notice of the meetings provided to the media and public as required by law.

Authority Policies 1.20 and 1.30 are being amended to formally clarify the date, time and place for Board and Committee meetings and to establish a policy for changing meeting dates once they have been adopted.

Proposed amendments to the policy include directing that, to the maximum extent practicable, all Board and Committee meetings will be held on a Thursday or Monday and establishing a policy that once the master calendar of Board and Committee meetings is approved by the Board, the Executive Committee would first be notified of any proposed change.

**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. 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 of 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. Pub. Res. Code § 30106.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

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

RESOLUTION NO. 2016-0027

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY AMENDING AUTHORITY POLICIES  
1.20 FORMATION OF BOARD COMMITTEES AND  
1.30 MEETINGS, AGENDAS AND VOTING OF THE  
BOARD OF DIRECTORS SETTING THE DATE,  
TIME AND PLACE OF BOARD AND COMMITTEE  
MEETINGS

WHEREAS, pursuant to the Ralph M. Brown Act (§54954(a)), a legislative body shall provide for the time and place for regular meetings by ordinance, resolution, or by-laws; and

WHEREAS, Resolution No. 2015-0105 set the current date and time for Board and ALUC Meetings, as well as all Board Committee meetings; and

WHEREAS, Authority Policy 1.20 provides that the time and date of Committee meetings will be determined by the Board or, at the Board's discretion, by the Chair of the Committee; and

WHEREAS, in accordance with Authority Policy 1.30(2), regular meetings of the Board shall be held at least once each month at such date, time and location as shall be set annually by Board resolution with notice of the meetings provided to the media and public as required by law; and

WHEREAS, the Board wishes to amend Authority Policies 1.20 and 1.30 to more formally clarify the date, time and place for Board and Committee meetings and to establish a policy for changing meeting dates once they have been adopted by the Board.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the amendments to Authority Policies 1.20 Formation of Board Committees and 1.30 Meetings, Agendas And Voting of the Board of Directors setting the date, time and place of Board and Committee meetings (Attachments A and B); and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 21<sup>st</sup> day of April, 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

# ATTACHMENT A

## SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

### POLICIES

**ARTICLE 1 - ADMINISTRATION AND GOVERNANCE**  
**PART 1.3 - BOARD MEETINGS**  
**SECTION 1.30 - MEETINGS, AGENDAS AND VOTING OF THE BOARD OF DIRECTORS**

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**PURPOSE:** To establish a policy for conducting meetings of the Board of Directors (“**Board**”) of the San Diego County Regional Airport Authority (“**Authority**”).

**POLICY STATEMENT:**

- (1) Board meetings shall be conducted by the Chair of the Board (“**Chair**”) according to Robert’s Rules of Order.
- (2) Regular meetings shall be held at least once each month. The regular meeting dates, time and location shall be set annually by Board resolution. To the maximum extent practicable, meetings of the Board shall be held on either a Monday or Thursday. Before any meeting is changed, the members of the Executive Committee shall be notified. Notice of the meetings shall be provided to the media and public as required by law.
- (3) Special meetings may be called at any time by the Chair or by a majority of the Board, by delivering personally, by U.S. mail, by facsimile or by electronic mail, written notice to each member of the Board. A written notice also shall be given to news media as required by law and in accordance with any and all policies adopted by the Board. The notices required herein must be delivered at least 24 hours before the time of the meeting as specified in the notice. The notice shall state the business to be transacted and no other business shall be considered at the special meeting. Written notice need not be provided to any member who, at or prior to the time the meeting convenes, files with the Authority’s Clerk (“**Clerk**”) a written waiver of notice.
- (4) The Board shall adopt rules or bylaws for its proceedings. All meetings of the Board shall be open and public and all persons shall be permitted to attend any meeting, except for closed sessions held pursuant to applicable California public meeting law or otherwise permitted by law. Meetings of the Board are subject to the provisions of the Ralph M. Brown Act, Gov. Code §54950 *et seq.* [P.U.C. §170010(a)(7) and §170014(a),(g)]
- (5) Closed Sessions. Closed sessions shall be held upon the order of the Chair or the affirmative vote of a majority of the Board members. Such closed sessions may be only for purposes permitted by the California public meeting law or otherwise permitted by law.
- (6) Quorum. A majority of the total voting membership of the Board shall constitute a quorum for the transaction of business. [P.U.C. §170014(b).]

(7) Approval of Agendas. The agendas for all Board meetings shall be set and approved by either the Board or the Executive Committee. All agendas must be in compliance with the Ralph M. Brown Act.

(a) Normal Request for Agenda Item. Any Board Member or the President/Chief Executive Officer (“**President/CEO**”) may request an item be included on a forthcoming Board meeting agenda. The item shall be included on the agenda (1) upon review by the Executive Committee, which may discuss and appropriately modify the requested agenda item, or (2) by direction of the Board at a prior meeting.

(b) Extraordinary Request for Agenda Item. During the interval after an Executive Committee’s last meeting and prior to the posting of the Board’s agenda for its next meeting, any Board Member or the President/CEO may request an item be added to the Board’s agenda (1) by requesting the President/CEO add the item, and (2) by submitting written notice of the request to the Executive Committee members. The item shall be added where the President/CEO finds that good cause exists, the need for Board consideration was ascertained after the Executive Committee meeting, and Board action is necessary before the Board’s following month scheduled meeting.

(c) Request to Remove and Agenda Item. During the interval after the Executive Committee’s meeting and prior to the posting of the ALUC or Board agendas for its next meeting, the President/CEO may remove items from the ALUC or Board’s agenda by submitting written notice to the Executive Committee Members. The item shall be removed where the President/CEO finds that good cause exists and the need for removal of an item was ascertained after the Executive Committee Meeting and delay in consideration of the item will not cause an impact to the operations of the Airport Authority.

(d) Intent. It is the intent of the Board and the Executive Committee to honor all requests of Board Members to add an item to an agenda. If a Board Member believes a properly submitted request has not been honored, the Board Member together with two other Members may submit a written request to the Executive Committee in which event the item shall be added to the agenda of the next Board meeting.

(8) Agendas. An agenda shall be prepared by the Clerk. Each agenda shall contain the following statement: “Please complete and submit to the Clerk a Request to Speak Form Prior to the Commencement of the Meeting.”

(9) The order of business shall be:

- (a) Call to Order;
- (b) Pledge of Allegiance;
- (c) Roll Call;
- (d) Presentations;
- (e) Reports From Board Committees, Ad Hoc Committees, and Citizen Committees and Liaisons;
- (f) Chair’s Report;
- (g) President/CEO Report;



- (h) Non-Agenda Public Comment;
- (i) Consent Agenda. 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:
  - (j) Public Hearings;
  - (k) Old Business;
  - (l) New Business Items. Regular items requiring Board action, arranged in a sequence that will minimize unnecessary waiting by the public and interested persons;
  - (m) Closed Session;
  - (n) Report on Closed Session;
  - (o) Non-Agenda Public Comment;
  - (p) General Counsel Report;
  - (q) Board Comment; and
  - (r) Adjournment.
- (10) The Board shall receive a staff report for each action item on the agenda. Staff reports shall classify the item, summarize the background, analyze the subject matter and state the President/CEO's recommendation. The President/CEO or the Clerk shall ensure that the Board is provided with the agenda and all supporting staff reports not later than one week preceding a regular meeting.
- (11) The Board shall act only by ordinance, resolution, or motion. [P.U.C. §170014(c)]
- (12) Voting. Except as provided below in paragraph 13 or by law, to adopt an ordinance, resolution, or motion requires both a numerical majority vote and a weighted majority vote of the total voting membership of the Board. [P.U.C. §170010]
  - (a) Numerical Majority Votes. A numerical majority vote requires an affirmative vote of at least five of the voting membership of the Board.
  - (b) Weighted Majority Votes. A weighted majority requires an affirmative vote of at least 51 vote points that are allocated to the voting membership of the Board, unless the total number of vote points is expanded beyond 100 as a result of the operation of subparagraph (4). If the total number of vote points is greater than 100 as a result of the operation of subparagraph (4), a weighted majority requires an affirmative vote of at least 50 percent plus one of the total vote points. Vote points shall be allocated pursuant to subparagraph (1).

(1) There shall be a total of 100 allocated vote points for the weighted vote, except that additional vote points shall be allocated pursuant to subparagraph (4). For purposes of this paragraph, the City of San Diego, the County of San Diego, the east county cities, the north county coastal cities, the north county inland cities, and the south county cities are each a jurisdiction. The points allocated to the City of San Diego shall be divided among the three Board members appointed pursuant P.U.C. §170010(a)(1). The points shall be allocated among the three Board members by the Mayor of the City of San Diego, keeping the votes for each seat as close to equal as possible but in a manner that avoids fractional vote points. The vote points allocated to the County of San Diego shall be divided between the two Board members appointed pursuant to P.U.C. §170010(a)(2). The vote points shall be allocated among the two Board members by the chair of the San Diego County Board of Supervisors, keeping the votes for each seat as close to equal as possible but in a manner that avoids fractional vote points. Each jurisdiction shall have that number of vote points determined by the following allocation formula, except that each jurisdiction shall have at least one vote point, no jurisdiction shall have more than 40 vote points, and there shall be no fractional vote points:

(i) If any jurisdiction has 40 percent or more of the total population of the San Diego County region, 40 vote points shall be allocated to that jurisdiction and the remaining vote points shall be allocated to the remaining jurisdictions pursuant to clause (ii). If no jurisdiction has 40 percent or more of the total population of the San Diego County region, vote points shall be allocated pursuant to clause (iii).

(ii) The total population of the remaining jurisdictions shall be computed and the remaining 60 vote points allocated based upon the percentage of the total that each jurisdiction has, in the following manner:

(I) The percentage each jurisdiction bears to the total remaining population shall be multiplied by 60 to determine fractional shares.

(II) Each fraction less than one shall be rounded up to one, so that no jurisdiction has less than one vote point.

(III) Disregarding any fractional vote points and adding just the whole vote points, if the total vote points is 60, fractional vote points are dropped and the whole numbers are the vote points for each jurisdiction.

(IV) If, after disregarding the fractional vote points and adding just the whole vote points, the total vote points for the remaining jurisdictions is less than 60, the difference in vote points shall be allocated to jurisdictions in order of the highest fractions until a total of 60 vote points are allocated, excepting those jurisdictions whose vote was increased to one pursuant to subclause (II).

(V) If, after disregarding the fractional vote points and adding just the whole vote points, the total vote points for the remaining jurisdictions is more than 60, the vote points in excess of 60 shall be eliminated by subtracting vote points from jurisdictions with the lowest percentage to the total remaining population except that no jurisdiction's vote points shall be reduced to less than one.

(iii) If no jurisdiction has 40 percent or more of the total population of the San Diego County region, the total population of the region shall be computed and all 100 vote points shall be allocated based upon the percentage each jurisdiction bears to the total population of the region, in the following manner:

(I) The percentage of any jurisdiction that is less than one shall be rounded up to one, so that no jurisdiction has less than one vote point.

(II) Disregarding any fractional vote points and adding just the whole vote points, if the total vote points is 100, fractional vote points shall be dropped and the whole numbers shall be the vote points for each jurisdiction.

(III) If, after disregarding the fractional vote points and adding just the whole vote points, the total vote points for all jurisdictions is less than 100, the difference in vote points shall be allocated to jurisdictions in order of the highest fractions until a total of 100 vote points are allocated, excepting those jurisdictions whose vote was increased to one pursuant to subclause (I).

(IV) If, after disregarding the fractional vote points and adding just the whole vote points, the total vote points for all jurisdictions is more than 100, the vote points in excess of 100 shall be eliminated by subtracting vote points from jurisdictions with the lowest percentage to the total population or the region except that no jurisdiction's vote points shall be reduced to less than one.

(2) When a weighted vote is taken on any item that requires more than a majority vote of the Board, it shall also require the same supermajority percentage of the weighted vote.

(3) The allocation of vote points pursuant to this subdivision shall be made annually by the Board based upon the population calculations made by the San Diego Association of Governments ("SANDAG").

(4) Any other newly incorporated city shall be added to the jurisdiction designated by SANDAG. The Board member representing that jurisdiction shall receive one additional vote under the weighted vote procedure specified above until the next allocation of vote points pursuant to subparagraph (3), at which time the new jurisdiction shall receive votes in accordance with the formula specified in this paragraph. Until this next vote points allocation, the total number of weighted vote points may exceed 100.

**POLICY SECTION NO. 1.30**

- (13) Ballot Measures. Any act to submit a ballot measure to the voters at a regular or special election shall require a two-thirds majority vote, both numerically and by weighted vote, of the total voting membership of the Board. [P.U.C. §170014(e)]
- (14) Record of All Board Actions. The Board shall keep a record of all of its actions, including financial transactions. [ P.U.C. §170014(f)]

[Amended by Resolution No. 2013-0132 dated December 12, 2013]

[Amended by Resolution No. 2008-0029 dated March 6, 2008]

[Amended by Resolution No. 2005-0099 dated September 8, 2005]

[Amended by Resolution No. 2005-0095 dated July 7, 2005.]

[Adopted by Resolution No. 2002-02 dated September 20, 2002.]

# ATTACHMENT B

## SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

### POLICIES

- ARTICLE 1** - **ADMINISTRATION AND GOVERNANCE**  
**PART 1.2** - **BOARD COMMITTEES**  
**SECTION 1.20** - **FORMATION OF BOARD COMMITTEES**
- 

**PURPOSE:** To establish a policy for the formation of committees of and for the Board of Directors (the “**Board**”) of the San Diego County Regional Airport Authority (the “**Authority**”).

**POLICY STATEMENT:**

(1) Formation of Committees.

(a) The Board may designate one or more committees (each, a “**Committee**” and collectively, the “**Committees**”) to serve at the pleasure of the Board.

(b) Each Committee will have such powers, duties and responsibilities as shall be determined by the Board from time to time.

(c) The Board will designate the size and composition of each Committee and whether such Committee will include non-Board members.

(d) The Board will determine the term of Committee members and the duration of each Committee, including whether such Committee is an *ad hoc* special purpose committee formed for a limited duration to address a specific problem. Members of an *ad hoc* special purpose committee have a responsibility to inform the Board when any meeting, negotiation, mediation, or similar activity is scheduled. Further, all *ad hoc* committees should brief the Board on their progress in a timely manner, whether by memorandum or oral communication similar to Policy 1.20(4).

(e) The Board may request Committees to prepare a general work plan for consideration by the Board.

(f) Except as specifically authorized by the Board, Committees will have no authority to negotiate for, represent or commit the Board or the Authority in any respect. The Board retains the final authority on all matters. Committees are not authorized to give direction to the Authority’s staff to implement substantive actions.

(g) Notwithstanding the above, the Chair of the Board shall be vested with emergency designation powers to fill any vacancy on any committee (except the Executive Committee) caused by the resignation, death, or removal for cause of a Board or other non-Board member serving on that committee. Emergency designations by the Chair shall be effective on the date made and shall remain valid until the next meeting of the Board when the vacancy can be considered and duly acted upon by the full Board.

(2) Committee Meetings.

(a) The time and date of Committee meetings will be determined by the Board or, at the Board's discretion, by the Chair of the Committee. To the maximum extent practicable, Committee meetings shall be held on either a Monday or Thursday.

(b) Committee meetings shall be conducted in accordance with Roberts Rules of Order and applicable laws of the State of California. A quorum will be considered established if a majority of the members of the Committee are present. Provided a quorum present, the affirmative vote of a majority of the Committee members present at a duly called meeting of the Committee shall be required for any action, except as otherwise required by law.

(c) The Board may designate one or more Board or non-Board members as alternate members of any Committee, who may replace any absent member at any meeting of such Committee. The appointment of members or alternate members of any Committee will require the prior approval of the Board.

(d) All Committee meetings shall be noticed and open to the public if required under California law. Committee members shall abstain from discussion where a conflict of interest could occur as a result of their participation.

(e) Members of the media attending Committee meetings will be identified. While the Committee discusses Committee matters and issues, the members of such Committee will not make statements about Committee deliberations to the media.

(3) Committee Recommendations.

(a) Each Committee shall make recommendations to the Board on the matters or issues requested by the Board.

(b) Each Committee may request information from the Authority's staff, ask for information from other sources and formulate recommendations for submission to the full Board. Requests that require substantial resources or consulting services should be submitted to the Board for prior approval.

(c) The Authority's staff will provide each Committee with its recommendations on matters or issues falling within such Committee's purview. If such Committee chooses to make a recommendation to the Board that is inconsistent with the Authority's staff recommendation, then the Authority's staff will have the option of presenting its recommendation to the Board when that matter is presented to the Board.

(d) Committee recommendations will not be represented as the position of the Authority until the Board has endorsed the recommendation at a Board meeting.

(4) Summary Reports. Committees shall forward to the Board summary reports of each Committee meeting if requested by the Board. Summary reports of each Committee meeting will include, the Committee's recommendations to the Board, the votes of the members' recommendations and such other information as may be requested by the Board.

(5) Compensation. Committee members shall receive compensation for their services related to any Committee in accordance with this Policy and the law. [Cal. Pub. Util. Code §170017]

(6) Compliance. Committees will comply with all policies, codes and directives set forth by the Board and all applicable federal, state and local laws.

(7) Audit and Executive Committees. Each provision of Policy 1.20 shall apply to the Audit Committee and Executive Committee, unless the provision is inconsistent with the San Diego County Regional Airport Authority Act, as amended, or another provision of this policy specifically applicable to said Committee.

[Amended by Resolution No. 2008-0029 dated March 6, 2008.]

[Amended by Resolution No. 2006-0041 dated April 3, 2006.]

[Amended by Resolution No. 2005-0028 dated March 7, 2005.]

[Amended by Resolution No. 2004-0079 dated September 9, 2004.]

[Resolution No. 2002-02 dated September 20, 2002.]



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

Item No.  
**6**

Meeting Date: **APRIL 21, 2016**

**Subject:**

**Reject the Claim of Anthony Nacin**

**Recommendation:**

Adopt Resolution No. 2016-0028, rejecting the Claim of Anthony Nacin.

**Background/Justification:**

On February 29, 2016, Anthony Nacin filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging that he sustained injuries to his right arm and wrist as a result of falling in Terminal Two at San Diego International Airport. Nacin claims general and special damages in an amount exceeding \$10,000.

On September 7, 2015, Nacin claims he was walking through the Terminal Two West baggage claim area when he slipped in a puddle of water and fell on his right arm in front of the Traveler's Aid information desk. He further claims the lighting and floor coloration contributed to his inability to see the water.

Nacin's claim should be denied. An investigation into the incident revealed no notice of a dangerous or unsafe condition. There is no record that Nacin reported his fall to the Authority at the time of the incident, nor was either the police or paramedics called to the scene. Authority records indicate Nacin worked a regular schedule for three months following the incident and the claim indicates the surgery for his injury occurred more than five months after the alleged date. Nacin was in the process of leaving work as an employee of United Airlines when the alleged incident occurred and is being treated under Worker's Compensation coverage, as noted in the claim.

**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

ATTACHMENT A

LAW OFFICES

MICHAEL A. CHOLODENKO  
Attorney at Law

MICHAEL A. CHOLODENKO

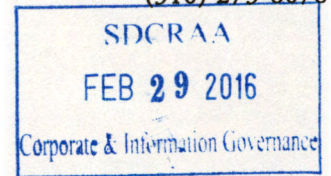
A PROFESSIONAL LAW CORPORATION

GREGORY M. TICH  
Attorney at Law

9350 Wilshire Boulevard  
Suite 328  
Beverly Hills, California 90212

Telephone  
(310) 273-8682

Fax  
(310) 273-8078



February 19, 2016

Via Certified Mail – Return Receipt Requested

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

Attention: Liability Claims Processing

RE: My Client: Anthony Nacin  
Date of Loss: September 7, 2015

Dear Mr. Russell:

Enclosed herewith, please find one original and two copies (also with original signatures) of a governmental claim for personal injuries to be submitted on behalf of claimant, Anthony Nacin.

Please conform one copy of this claim and return it to this office in the stamped, pre-addressed envelope provided for your convenience.

Thank you for your time and attention in this regard.

Sincerely yours,

MICHAEL A. CHOLODENKO  
A Professional Law Corporation

A handwritten signature in blue ink, appearing to read "mac", written over a light-colored rectangular background.

MICHAEL A. CHOLODENKO

MAC/jb  
Enclosures (4): 1 form, 2 form copies, 1 return envelope

**ATTACHMENT A**

**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-262

Filed: 2-29-16

SDCRAA

FEB 29 2016

Corporate & Information Governance

1) Claimant Name: <u>ANTHONY NACIN</u>	
2) Address to which correspondence regarding this claim should be sent: <u>MICHAEL A. CHOLODENKO, ESQ.</u> <u>9350 WILSHIRE BLVD. # 328</u> <u>BEVERLY HILLS, CA 90212</u>	
Telephone No.: <u>310-273-8682</u>	Date: <u>FEBRUARY 19, 2016</u>
3) Date and time of incident: <u>SEPTEMBER 7, 2015 AT APPROXIMATELY 1:48 PM</u>	
4) Location of incident: <u>SAN DIEGO INTERNATIONAL AIRPORT, SAN DIEGO, CA</u>	
5) Description of incident resulting in claim:  <p align="center">THE CLAIMANT IS A UNITED AIRLINES EMPLOYEE WHO WAS LEAVING WORK VIA THE SECURE AREA EXIT INTO THE DELTA AIRLINES BAGGAGE CLAIMS AREA. AS THE CLAIMANT WAS WALKING THROUGH BAGGAGE CLAIMS, HE SLIPPED AND FELL IN A PUDDLE OF WATER THAT WAS LOCATED DIRECTLY IN FRONT OF THE TRAVELERS AID/AIRPORT AMBASSADORS INFORMATION DESK. DUE TO THE LIGHTING IN THE AREA AND THE FLOOR COLORATION, THE CLAIMANT WAS UNABLE TO SEE THE WATER ON THE FLOOR. THE CLAIMANT FELL VERY HARD AND AWKWARDLY ONTO HIS RIGHT HAND AND ARM.</p>	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known: <u>UNKNOWN</u>	
7) Persons having firsthand knowledge of incident:	
Witness (es)	Physician(s):
Name: <u>SHIRLEY ALEXANDER</u>	Name: <u>U.S. HEALTHWORK MEDICAL GROUP</u>
Address: <u>UNKNOWN</u>	Address: <u>3930 4TH AVE. # 200</u> <u>SAN DIEGO, CA 92130</u>
Phone: <u>619-429-1844 (SHIRLEY WAS WORKING AT THE TRAVELERS AID DESK, POSSIBLY WITH OTHER CO-EMPLOYEES)</u>	Phone: <u>619-297-9610</u>

ATTACHMENT A

8) Describe property damage or personal injury claimed:

THE CLAIMANT SUSTAINED PERSONAL INJURIES TO HIS RIGHT ARM AND HAND, INCLUDING A FRACTURE TO HIS RIGHT WRIST. THE CLAIMANT HAD RIGHT WRIST SURGERY ON FEBRUARY 16, 2016 INVOLVING THE INSTALLATION OF A PLATE AND TWO PINS. THE CLAIMANT IS RIGHT HAND DOMINANT.

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

ANTHONY NACIN  
1930 W. SAN MARCOS BLVD. # 258  
SAN MARCOS, CA 92078

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.

THE AMOUNT OF THIS CLAIM FOR SPECIAL AND GENERAL DAMAGES AND LOSS-OF-EARNINGS EXCEEDS \$10,000. ALL RELEVANT DOCUMENTATION WILL BE SUBMITTED WHEN AVAILABLE AT A FUTURE TIME.

Dated: FEBRUARY 19, 2016

Claimant:

*Michael A. Cholodenko*  
MICHAEL A. CHOLODENKO, ESQ.,  
(Signature) ATTORNEY FOR CLAIMANT,  
ANTHONY NACIN

**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. 2016-0028

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY REJECTING THE CLAIM OF  
ANTHONY NACIN.

WHEREAS, on February 29, 2016, Anthony Nacin filed a claim with the San Diego County Regional Airport Authority for injuries he claims to have suffered as the result of falling in Terminal Two at San Diego International Airport on September 7, 2015; and

WHEREAS, at its regular meeting on April 21, 2016, the Board considered the claim filed by Anthony Nacin 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 Anthony Nacin; 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 21st day of April, 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.  
7**

Meeting Date: **APRIL 21, 2016**

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**Subject:**

**Approve and Authorize an Increase in the President/CEO's Change Order Authority for North Side Utility (NSU) Storm Drain Trunk Project at San Diego International Airport**

**Recommendation:**

Adopt Resolution No. 2016-0029, approving and authorizing an increase in the President/CEO's change order authority from \$415,867.20 to an amount not to exceed \$439,895.88, for Project No. 104118E, NSU Storm Drain Trunk at San Diego International Airport.

**Background/Justification:**

On January 15, 2015, the San Diego Regional Airport Authority ("Authority") Board ("Board") awarded a contract to Orion Construction Corporation in the amount of \$10,396,680 for Project No. 104118E, NSU Storm Drain Trunk [Resolution 2015-0010].

The North Side Utility ("NSU") Storm Drain Trunk Project includes a gravity line, storm drain pump station, and a force main to provide storm drainage for the North Side development. Areas on the North Side that will be served by this pump station include the Rental Car Center, the new Fixed Based Operator, SAN Park 2, the North Side Interior Road, and a portion of the Air Cargo Facility. (Attachment A)

During the design phase of this project, it was noted that the largest variable in terms of construction costs was the dewatering element of the project. Due to the airport's proximity to the San Diego Bay, there are areas with high water tables. It was necessary to draw down the water table using pumps so that items such as pipelines and concrete structures can be built upon dry and stable bedding in order to ensure that suitable construction methods can be utilized and a quality product is delivered to the Authority.



Even with the most diligent estimating efforts by the design team, the actual value of the dewatering process could not be determined until the contractor was able to develop a dewatering plan by performing an additional geotechnical investigation including the required equipment. During the dewatering permit process with the City of San Diego it was determined that every gallon of water pumped from the ground would need to be treated before it could be discharged into the public sewer system for disposal. The dewatering process required three separate discharge locations and filtration systems. Gas powered generators and pumps operating 24 hours per day, 7 days per week for 7 months, were required at each of the three separate filtration units, supporting approximately 8,200 linear feet of storm drain piping and associated pump station.

The final cost for the dewatering of the project was \$1,656,329.07, which was in excess of the \$300,000 bid estimate originally intended for this effort. Staff was able to offset this cost increase through value engineering during construction to mitigate all except \$439,895.88 which will exceed the President/CEO’s authorized change order capacity by \$24,028.68. This change order represents 4.23% of the total construction budget for the project.

Authority Policy 5.02(4)(b)(iii) requires Board approval for change orders in excess of 4% of the original contract amount on contracts awarded for more than \$5 million, which in this case is \$415,867.20. Therefore, staff is requesting that for the Orion Construction Corporation contract, Policy 5.02(4)(b)(iii) be waived and the maximum change order authorization limit for the President/CEO be increased by \$24,028.68 from \$415,867.20 to an amount not to exceed \$439,895.88

**Fiscal Impact:**

Adequate funds for the contract are included within the Board approved FY2016-FY2020 Capital Program Budget in Project No.104118E, NSU Storm Drain Trunk. Sources of funding for this project includes Federal Entitlement and Discretionary Grants, Airport Revenue Bonds, Special Facility Bonds, and Airport Cash.

**Authority Strategies:**

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

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

**Environmental Review:**

- A. The proposed NSU Storm Drain Trunk was evaluated pursuant to the California Environmental Quality Act, Pub. Res. Code §21065, as a project component of the San Diego International Airport Master Plan Final Environmental Impact Report (SCH #2005091105; SDCRAA #EIR-06-01), certified on May 1, 2008, and the Northside Improvements Final Supplemental Environmental Impact Report (also SCH #2005091105; SDCRAA #EIR-10-01) certified by the San Diego County Regional Airport Authority on September 1, 2011.
- B. A Coastal Development Permit (#6-12-065) for the NSU Storm Drain trunk was approved by the California Coastal Commission on March 12, 2014.

**Application of Inclusionary Policies:**

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

The Authority's DBE Program, as required by the U.S. Department of Transportation, 49 Code of Federal Regulations (CFR) Part 26, calls for the Authority to submit a triennial overall goal for DBE participation on all federally funded projects. When federal funds are utilized, the Authority is prohibited from using a program that provides a preference such as those used in Policies 5.12 and 5.14. Therefore, the Authority must utilize other means as provided in the DBE Plan to achieve participation.

This project utilizes federal funds; therefore, it will be applied toward the Authority's overall DBE goal. Orion Construction Corporation proposed 0% DBE participation on the North Side Utility Storm Drain Trunk.

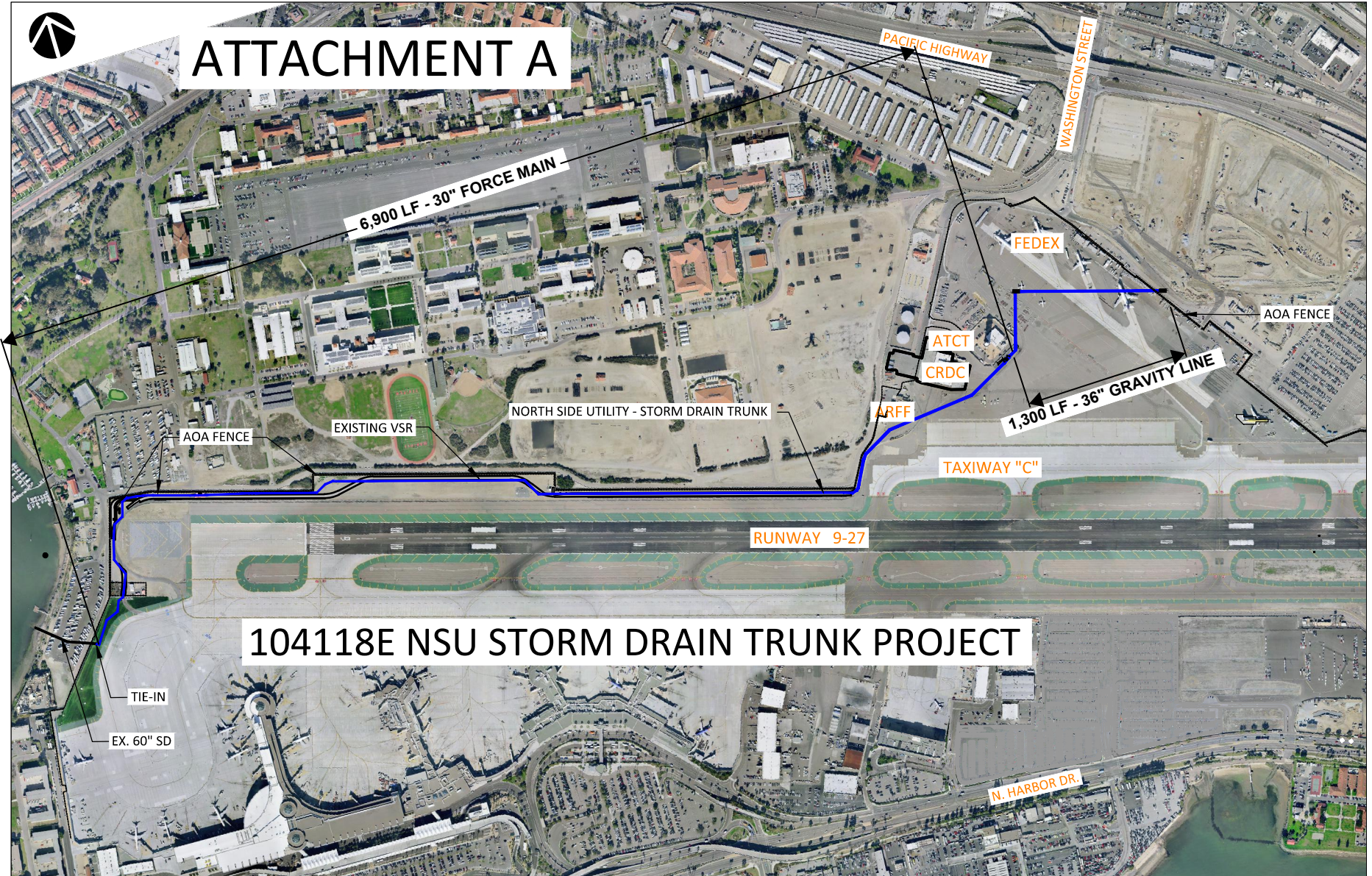
**Prepared by:**

IRAJ GHAEMI  
DIRECTOR, FACILITIES DEVELOPMENT





# ATTACHMENT A



## 104118E NSU STORM DRAIN TRUNK PROJECT



RESOLUTION NO. 2016-0029

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING AN INCREASE IN THE PRESIDENT/CEO'S CHANGE ORDER AUTHORITY FROM \$415,867.20 TO AN AMOUNT NOT TO EXCEED \$439,895.88, FOR PROJECT NO. 104118E, NSU STORM DRAIN TRUNK AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, on January 15, 2015, the San Diego Regional Airport Authority ("Authority") Board ("Board") awarded a contract to Orion Construction Corporation in the amount of \$10,396,680 for Project No. 104118E, NSU Storm Drain Trunk [Resolution 2015-0010]; and

WHEREAS, the North Side Utility ("NSU") Storm Drain Trunk Project includes a gravity line, storm drain pump station, and a force main to provide storm drainage for the North Side development; and

WHEREAS, areas on the North Side that will be served by this pump station include the Rental Car Center, the new Fixed Based Operator, SAN Park 2, the North Side Interior Road, and a portion of the Air Cargo Facility; and

WHEREAS, the largest variable in terms of construction costs was the dewatering element of the project and due to the airport's proximity to the San Diego Bay, there are areas with high water tables; and

WHEREAS, it was necessary to draw down the water table using pumps so that items such as pipelines and concrete structures can be built upon dry and stable bedding in order to ensure that suitable construction methods can be utilized and a quality product is delivered to the Authority; and

WHEREAS, the actual value of the dewatering process could not be determined until the contractor was able to develop a dewatering plan by performing an additional geotechnical investigation including the required equipment; and

WHEREAS, during the dewatering permit process with the City of San Diego staff it was determined that every gallon of water pumped from the ground would need to be treated before it could be discharged into the public sewer system for disposal; and

WHEREAS, the dewatering process required three separate discharge locations and filtration systems. Gas powered generators and pumps operating 24 hours per day, 7 days per week for 7 months, were required at each of the three separate filtration units, supporting approximately 8,200 linear feet of storm drain piping and associated pump station; and

WHEREAS, the final cost for the dewatering of the project was \$1,656,329.07, which was in excess of the \$300,000 bid estimate originally intended for this effort. Staff was able to offset this cost increase through value engineering during construction to mitigate all except \$439,895.88 which will exceed the President/CEO's authorized change order capacity by \$24,028.68; and

WHEREAS, this change order represents 4.23% of the total construction budget for the project; and

WHEREAS, Authority Policy 5.02(4)(b)(iii) requires Board approval for change orders in excess of 4% of the original contract amount on contracts awarded for more than \$5 million, which in this case is \$415,867.20. Therefore, staff is requesting that for the Orion Construction Corporation contract, Policy 5.02(4)(b)(iii) be waived and the maximum change order authorization limit for the President/CEO be increased by \$24,028.68 from \$415,867.20 to an amount not to exceed \$439,895.88; and

WHEREAS, the Board believes it is in the best interest of the Authority, and the public it serves, to waive Policy 5.02(4)(b)(iii) in this instance and authorize the President/CEO to approve change orders in an amount not to exceed \$439,895.88.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes an increase in the President/CEO's change order authority from \$415,867.20 to an amount not to exceed \$439,895.88, for Project No. 104118E, NSU Storm Drain Trunk at San Diego International Airport; and

BE IT FURTHER RESOLVED that the proposed NSU Storm Drain Trunk was evaluated pursuant to the California Environmental Quality Act, Pub. Res. Code §21065, as a project component of the San Diego International Airport Master Plan Final Environmental Impact Report (SCH #2005091105; SDCRAA #EIR-06-01), certified on May 1, 2008, and the Northside Improvements Final Supplemental Environmental Impact Report (also SCH #2005091105; SDCRAA #EIR-10-01) certified by the San Diego County Regional Airport Authority on September 1, 2011; and

BE IT FURTHER RESOLVED that a Coastal Development Permit (#6-12-065) for the NSU Storm Drain trunk was approved by the California Coastal Commission on March 12, 2014.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 21<sup>st</sup> day of April, 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: **APRIL 21, 2016**

**Subject:**

**Authorize the President/CEO to Execute the VEBA Trust Agreement with Matrix Trust Company as Successor Trustee to US Bank**

**Recommendation:**

Adopt Resolution 2016-0030, authorizing the President/CEO to execute the Matrix Trust Company VEBA Trust Agreement and perform any and all other actions necessary to assign Matrix Trust Company as the successor trustee.

**Background/Justification:**

On May 8, 2009, the Board approved the offering of a Second Generation Retiree Healthcare Plan for represented employees hired on or after October 1, 2008 and unrepresented employees hired on or after May 1, 2006. [Resolution No. 2009-0070]. The Second Generation Retiree Healthcare Plan allows the Authority to set aside, into a Voluntary Employees' Beneficiary Association (VEBA)-type fund, an allowance for employees to save for their post-retirement healthcare expenses. The Second Generation Retiree Healthcare Plan includes the following provisions: (a) a \$600 contribution per year by the Authority; (b) a one-time opportunity for employees to opt-in to a \$300 employee contribution per year; (c) an employee-directed investment of the employee's funds in the VEBA trust. On December 3, 2009, the Board directed staff to finalize the VEBA Plan and Trust documents and approved the implementation of the Plan to commence on January 1, 2010. [Resolution No. 2009-0151].

In accordance with the Board's direction, the Authority entered into a tri-party provider agreement for administration of the VEBA Plan and Trust ("Plan") and its assets with the Authority as the Plan Sponsor and Administrator, Total Administrative Services Corporation ("TASC"), formerly Genesis Employee Benefits, Inc., as the Plan Supervisor and U.S. Bank as the Directed Trustee. The purposes of the Plan are (1) to provide a source of funds to pay benefits and administrative expenses under the Plan, and (2) to permit trust assets to be invested and to ensure that such earnings thereon are not taxable under the IRS Code.

On December 15, 2015, the Authority was notified that effective June 30, 2016, U.S. Bank will resign as the Directed Trustee. TASC identified Matrix Trust Company, a qualified VEBA Trustee, as the successor Trustee. Matrix Trust Company, a Broadridge Company, is one of the nation's largest providers of back-office, trust, custody, trading, and mutual fund settlement services managing \$300 billion in assets. Under the Plan, Matrix Trust Company will provide the following services: Directed trustee services for the Plan assets, custodial services for the safekeeping of assets, a menu of investment

options, quarterly fund review reports, and certified quarterly trust statements. The proposed Board action is required to authorize the transfer of assets and responsibilities from U.S. Bank to Matrix Trust Company as the new Directed Trustee under the Plan.

The change in Directed Trustee does not modify how the Plan is administered or managed between the three parties.

Staff recommends approval of the assignment to Matrix Trust Company as Directed Trustee and authorization of the President/CEO to take any actions required to effectuate the assignment.

**Fiscal Impact:**

There is no fiscal impact with regard to the proposed Resolution.

**Authority Strategies:**

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

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

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

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

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

KURT GERING  
DIRECTOR, TALENT, CULTURE & CAPABILITY

RESOLUTION NO. 2016-0030

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AUTHORIZING THE PRESIDENT/CEO TO EXECUTE THE MATRIX TRUST COMPANY VEBA TRUST AGREEMENT AND PERFORM ANY AND ALL OTHER ACTIONS NECESSARY TO ASSIGN MATRIX TRUST COMPANY AS THE SUCCESSOR TRUSTEE

WHEREAS, on May 8, 2009, the Board approved the offering of a Second Generation Retiree Healthcare Plan for represented employees hired on or after October 1, 2008 and unrepresented employees hired on or after May 1, 2006; and

WHEREAS, the Second Generation Retiree Healthcare Plan allows the Authority to set aside, into a Voluntary Employees' Beneficiary Association (VEBA)-type fund, an allowance for employees to save for their post-retirement healthcare expenses; and

WHEREAS, on December 3, 2009, the Board directed staff to finalize the VEBA Plan and Trust documents and approved the implementation of the Plan to commence on January 1, 2010; and

WHEREAS, the Authority entered into a tri-party provider agreement for administration of the VEBA Plan and Trust ("Plan") and its assets with the Authority as the Plan Sponsor and Administrator, Total Administrative Services Corporation ("TASC"), formerly Genesis Employee Benefits, Inc., as the Plan Supervisor and U.S. Bank as the Directed Trustee; and

WHEREAS, on December 15, 2015, the Authority was notified that effective June 30, 2016, U.S. Bank will resign as the Directed Trustee; and

WHEREAS, TASC identified Matrix Trust Company, a qualified VEBA Trustee, as the successor Trustee; and

WHEREAS, if approved by the Board, Matrix Trust Company will provide the following services under the Plan: Directed trustee services for the Plan assets, custodial services for the safekeeping of assets, a menu of investment options, quarterly fund review reports, and certified quarterly trust statements.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby Approves the transfer of Plan assets from U.S. Bank to Matrix Trust Company as the Directed Trustee for the VEBA Trust Agreement; and

BE IT FURTHER RESOLVED that the Board authorizes the President/CEO or his/her designee to execute the Matrix Trust Company VEBA Trust Agreement and perform any and all other actions necessary to implement the transfer of plan assets to the successor trustee; and

BE IT FURTHERED RESOLVED that the Board Finds 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 21<sup>st</sup> day of April, 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.  
9**

Meeting Date: **APRIL 21, 2016**

**Subject:**

**Approve the Assignment of Authority Agreement 209173OS with Stutz Artiano Shinoff & Holtz APC for General Legal Services to Devaney Pate Morris & Cameron LLP**

**Recommendation:**

Adopt Resolution No. 2016-0031, approving the assignment of Authority Agreement No. 209173OS with Stutz Artiano Shinoff & Holtz APC for General Legal Services to Devaney Pate Morris & Cameron LLP.

**Background/Justification:**

On September 6, 2013, the Authority released a Request for Proposals ("RFP") to obtain the legal services of one or more qualified firms to assist the General Counsel with general legal issues. Seven law firms submitted timely proposals in response to the RFP. An evaluation panel, comprised of four attorneys from the Office of the General Counsel, reviewed the proposals submitted and selected a short list of six firms for interviews. On February 4 and 5, 2014, the evaluation panel, with a representative from the Procurement Department in attendance to facilitate the interviews, reviewed the written proposals and documents submitted and interviewed representatives from the six firms. The lawyers from the law firm of Stutz Artiano Shinoff & Holtz APC ("Stutz") that participated in the interview included Leslie Devaney, William Pate, Jeffrey Morris and Christina Cameron. The decision of the evaluation panel to recommend award to the Stutz firm was based upon the resumes and response to interview questions provided by these attorneys. At the conclusion of the interviews, the evaluation panel ranked the firms and concluded that the best and most responsive proposer was the Stutz firm and recommended an award for general legal services to Stutz Artiano Shinoff & Holtz APC.

On April 3, 2014, the Board awarded an Agreement for Legal Services to Stutz Artiano Shinoff & Holtz APC for a term of three years with two one-year options to renew at the discretion of the General Counsel and the President/CEO with a maximum compensation amount of \$300,000.

On May 1, 2014, the Authority entered into a Legal Services Agreement with the Stutz Firm which lists attorneys Devaney, Pate, Morris and Cameron as individuals approved to provide legal services. Over the term of the Agreement, the attorneys who were interviewed in February, 2014 and who are listed in the Agreement have provided legal services regarding various legal issues. The General Counsel's office would like to continue its relationship with this team of attorneys.

**Page 2 of 2**

Attorneys Devaney, Pate, Cameron and Morris have formed a new law firm named Devaney Pate Morris & Cameron LLP. The firm will commence operations April 1, 2016 with ten practitioners. Principals Devaney, Pate, Morris and Cameron will be joined by partners Richard Romero, Barry Schultz and Randy Risner, and associates David Plancarte, Melissa Lewis and Lesley Brothers. Many of the attorneys have been practicing law for over twenty-four years and have 164 years of combined experience practicing public entity law.

The General Counsel recommends that the Agreement be assigned from the Stutz firm to Devaney Pate Morris & Cameron LLP to allow the team of attorneys to continue to provide general legal services to the Authority. The hourly rates, term and maximum compensation amount would remain unchanged.

**Fiscal Impact:**

Adequate funding for this agreement is included in the adopted FY 2016 and conceptually approved FY 2017 Operating Expense Budgets within the Contractual Services line item.

**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.

No preference is applied to this action.

**Prepared by:**

BRETON K. LOBNER  
GENERAL COUNSEL

RESOLUTION NO. 2016-0031

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
APPROVING THE ASSIGNMENT OF AUTHORITY  
AGREEMENT 2091730S WITH STUTZ ARTIANO  
SHINOFF & HOLTZ APC FOR GENERAL LEGAL  
SERVICES TO DEVANEY PATE MORRIS &  
CAMERON LLP

WHEREAS, on September 6, 2013, the Authority released a Request for Proposals ("RFP") to obtain the legal services of one or more qualified firms to assist the General Counsel with general legal issues; and

WHEREAS, on February 4 and 5, 2014, an evaluation panel consisting of 4 attorneys from the General Counsel's office, with a representative from the Procurement Department in attendance to facilitate the interviews, reviewed the written proposals and documents submitted and interviewed representatives from the six short-listed firms; and

WHEREAS, the evaluation panel ranked the firms based upon the resumes and responses to interview questions provided by the attorneys and concluded that the best and most responsive proposer was the law firm of Stutz Artiano Shinoff & Holtz APC ("the Stutz firm"); and

WHEREAS, the lawyers from the Stutz firm that participated in the interview included Leslie Devaney, William Pate and Christina Cameron; and

WHEREAS, the evaluation panel and General Counsel recommended award of an agreement for general legal services to the Stutz firm based upon the qualifications and experience of the lawyers interviewed; and

WHEREAS, on April 3, 2014, the Board awarded an Agreement to Stutz Artiano Shinoff & Holtz APC for a term of three years with two-one year options to renew at the discretion of the President/CEO and General Counsel and a maximum compensation amount of \$300,000; and

WHEREAS, on May 1, 2014, the Authority entered into a Legal Services Agreement with Stutz Artiano Shinoff & Holtz APC on the terms and conditions approved by the Board; and

WHEREAS, the Agreement lists attorneys Devaney, Pate, Morris and Cameron as individuals who may provide legal services to the Authority; and

WHEREAS, during the term of the current Agreement, the attorneys who were interviewed in February, 2014 and who are listed in the Agreement have provided excellent legal services regarding various legal issues; and

WHEREAS, the General Counsel wishes to continue its relationship with this team of attorneys; and

WHEREAS, attorneys Devaney, Pate, Morris and Cameron have formed a new law firm named Devaney Pate Morris & Cameron LLP that will commence operations April 1, 2016 and the Stutz firm has agreed to consent to an assignment of the current Agreement; and

WHEREAS, the General Counsel recommends that the Agreement be assigned from the Stutz firm to Devaney Pate Morris & Cameron LLP to allow the team of attorneys to continue to provide general legal services to the Authority; and

WHEREAS, the Board finds it is in the best interest of the Authority to approve the assignment of the Agreement with Stutz Artiano Shinoff & Holtz to Devaney Pate Morris & Cameron LLP.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the assignment of the Agreement with Stutz Artiano Shinoff & Holtz APC to Devaney Pate Morris & Cameron LLP; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 21<sup>st</sup> day of April, 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.  
**10**

Meeting Date: **APRIL 21, 2016**

**Subject:**

**Grant a Rental Car Center Lease and Concession Agreement to Green Motion SAN, LLC**

**Recommendation:**

Adopt Resolution No. 2016-0032, authorizing the President/CEO to negotiate and execute a Non-Exclusive On-Airport Rental Car Concession Agreement and a Rental Car Center Lease Agreement with Green Motion SAN, LLC.

**Background/Justification:**

On January 20, 2016, the Airport Authority opened its Rental Car Center (RCC) effectively consolidating rental car operations on the northern portion of the Airport. Provisions were made within the design of the RCC to allow operations of up to 9 small market operators (those with a market share of less than generally 4%). Currently 5 small market operators ("SMOs") hold agreements to conduct operations within the RCC (EZ, Advantage, Midway, Payless, and Sixt).

A new SMO has applied and requested to operate within the RCC: Green Motion SAN, LLC. Green Motion SAN, LLC ("Green Motion") is a franchisee of Green Motion Car and Van Rental of the United Kingdom. Green Motion is known as the world's first environmental friendly focused car and van rental company. Green Motion currently only has US based operations in Florida. This San Diego International Airport operation will be Green Motion's first operation outside of Florida within the United States.

In order to allow Green Motion to operate at the RCC, two Agreements must be executed between the Authority and Green Motion SAN, LLC:

1. Rental Car Center Lease Agreement; and
2. Non-Exclusive On-Airport Rental Car Concession Agreement

These Agreements have been approved by the Board for all other rental car companies currently operating within the RCC. The Rental Car Center Lease Agreement expires on June 30, 2046; the Non-Exclusive On-Airport Rental Car Concession Agreement expires on June 30, 2026 with the option to extend the agreement for four separate five-year periods. Given the term that each Agreement exceeds 5 years, Board action is required.

**Fiscal Impact:**

Green Motion SAN, LLC is estimating \$2.1 Million of gross sales within the first year of operation; thus resulting in approximately \$210,000 worth of concession fee income to the Authority. It is, however, assuming that the gross sales will not cannabilize existing rental car gross sales.

Green Motion will also collect and remit the on-airport Customer Facility Charge ("CFC") which is currentlty set at \$7.50 per day up to a cap of 5 days.

Green Motion will pay a proportion of the established land rent of \$6,277,566.20 currently being paid by the other rental car participants. This will not increase Authroity revenue from land rent, it merely allocates the fixed land rent over additional parties.

Green Motion will participate within the existing SMO space within the RCC; consequently, no additional Authority capital cost is antipcated to accommodate their entry into the market. Green Motion will, similarly to that of the other SMOs, pay its share of the SMO tenant improvement capital costs the Authority implemented prior to the opening of the RCC.

**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.

The Authority has an Airport Concession Disadvantaged Business Enterprise ("ACDBE") Plan as required by the U.S. Department of Transportation, 49 Code of Federal Regulations (CFR) Part 23. The ACDBE Plan calls for the Authority to submit a triennial overall goal for ACDBE participation on all concession projects other than car rentals and a separate triennial overall goal for car rentals.

This agreement applies toward the Authority's overall ACDBE Car Rental Goal of 2.4%. Green Motion SAN, LLC has committed to working with the Airport Authority to maximize participation by ACDBE providers of goods & services.

**Prepared by:**

ERIC PODNIEKS  
PROGRAM MANAGER, REAL ESTATE AND CONCESSIONS



RESOLUTION NO. 2016-0032

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE A NON-EXCLUSIVE ON-AIRPORT RENTAL CAR CONCESSION AGREEMENT AND A RENTAL CAR CENTER LEASE AGREEMENT WITH GREEN MOTION SAN, LLC

WHEREAS, the San Diego County Regional Airport Authority (“Authority”) opened a consolidate rental car facility (“Rental Car Center”) on January 20, 2016; and

WHEREAS, the Authority designed and constructed the Rental Car Center to accommodate new entrants and Small Market Operators within the facility; and

WHEREAS, Green Motion SAN, LLC has completed an application and desires to enter the Rental Car Center and operate within the designated Small Market Operator area.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes the President/CEO to negotiate and execute a Non-Exclusive On-Airport Rental Car Concession Agreement and a Rental Car Center Lease Agreement with Green Motion SAN, LLC; and

BE IT FURTHER RESOLVED the President/CEO may consent and negotiate other necessary enabling documents to allow for proper implementation of the aforementioned agreements; 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 21<sup>st</sup> day of April, 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.  
11**

Meeting Date: **APRIL 21, 2016**

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**Subject:**

**Approve and Authorize the President/CEO to Execute a Fourth Amendment to the Contract with ACE Parking Management, Inc.**

**Recommendation:**

Adopt Resolution No. 2016-0033, approving and authorizing the President/CEO to execute a Fourth Amendment to the contract with ACE Parking Management, Inc. for Airport Shuttle Services to increase the compensation by \$2,530,682 resulting in a not-to-exceed compensation amount of \$31,330,682.

**Background/Justification:**

In February 2012, the Authority entered into a five-year contract with ACE Parking Management, Inc. ("Ace") to provide courtesy vehicle and shuttle services ("Courtesy Shuttle Service") between the Airport's terminals and remote parking facilities for Airport passengers, the public and tenant employees. The contract had a not to exceed value of \$28,800,000. The First Amendment to the contract (dated June 27, 2012) allowed the Authority greater flexibility in determining the number and hours of shuttles to be operated by Ace at the Airport and to modify the compensation accordingly. In the contract's second year, additional service hours along with the additional costs were incurred to compensate for the original estimate shortfall and to upgrade the overall customer service levels.

The Second Amendment to the contract (dated January 23, 2013) clarified the reimbursable language to include the cost of ongoing monitoring of the GPS system. The Third Amendment to the contract (dated May 30, 2013) added Fueling Service language to ensure Contractor performs to the Authority's specifications.

The Authority provided for an on-site propane fueling station that necessitated a third amendment. None of the aforementioned amendment added compensation to the original contract amount.

The current contract funds will be depleted by August 2016 based on the following analysis.

<i>Contract summary and Airport Staff Estimates</i>
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**Original Contract Amount (not to exceed) \$ 28,800,000**

<u>Contract Summary</u>	<u>Service Hours</u>	<u>Service Costs</u>
Year 2012 (Feb-Jan)	113,510	\$ 3,808,901
Year 2013 (Feb-Jan)	196,209	\$ 7,048,472
Year 2014 (Feb-Jan)	189,548	\$ 7,019,865
Year 2015 (Feb-Jan)	184,794	\$ 6,847,487
Expense sub-total (to date)		\$ 24,724,725
Remaining contract amount (as of Feb 1, 2016)		\$ 4,075,275

Months of available funding under existing contract 7 Mos  
(Feb 1, 2016 to Aug 31, 2016)

**Staff Estimates for Contract Amendment**

<u>Average Monthly Hours and Cost</u> (based on current contract amounts)	<u>Hours</u>	<u>Cost</u>
	15,288	\$ 534,757

Months under new Amendment 4 Mos  
Amendment Duration (Sep 1, 2016 to Dec 31, 2016)

\*Amendment Service Rate per Hour \$ 34.98

Amendment Hours and Cost 61,150 \$ 2,139,639  
(based on estimate)

Other Amendment Costs

Fuel, GPS, Special Projects	\$ 191,043
Contingency	\$ 200,000
Total	\$ 2,530,682

**Net Amendment Amount \$ 2,530,682**

No terms or conditions are modified with this amendment. Staff will present terms and conditions requiring modification at the May 19<sup>th</sup> Board meeting.

Staff recommends that the Board authorize the President/CEO to execute a Fourth Amendment to the contract with ACE for Airport Shuttle Services to increase the compensation by \$2,530,682 resulting in a not-to-exceed amount of \$31,330,682 over the term of the contract. The increased compensation will allow Ace to continue providing shuttle services through the term of the contract which expires on December 31, 2016.

**Fiscal Impact:**

Adequate funding for Airport Shuttle Services is included in the Adopted FY2016 and conceptually approved FY2017 Operating Expense Budgets within the Contractual Services line item.

**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 ACE Parking did not receive the small business preference.

**Prepared by:**

DAVID BOENITZ  
DIRECTOR, GROUND TRANSPORTATION

RESOLUTION NO. 2016-0033

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A FOURTH AMENDMENT TO THE CONTRACT WITH ACE PARKING MANAGEMENT, INC. FOR AIRPORT SHUTTLE SERVICES TO INCREASE THE COMPENSATION BY \$2,530,682 RESULTING IN A NOT-TO-EXCEED COMPENSATION AMOUNT OF \$31,330,682

WHEREAS, in August 2011, the Board awarded a contract to ACE Parking Management, Inc. (ACE) to provide shuttle management services at San Diego International Airport; and

WHEREAS, on February 8, 2012, the Authority entered into a contract with ACE to provide shuttle management services for a term beginning on February 8, 2012 and ending on December 31, 2016 in an amount not to exceed twenty-eight million eight hundred thousand dollars (\$28,800,000); and

WHEREAS, on May 3, 2012, the Board approved Resolution No. 2012-0048, approving and authorizing the President/CEO to execute a First Amendment to the contract with ACE giving the Authority greater flexibility to increase or decrease shuttle operations and providing for adjustment to hourly rates if certain thresholds are achieved; and

WHEREAS, on January 23, 2013, the parties executed a Second Amendment to the contract clarifying the reimbursable language to include the cost of ongoing monitoring of the GPS system; and

WHEREAS, on May 30, 2014, the parties executed a Fourth Amendment to the contract adding fueling service language to ensure ACE performs to the Authority's specifications; and

WHEREAS, it has been recognized and acknowledged that the current contract's funding will be depleted on or about August 2016 due to increased service levels; and

WHEREAS, on March 17, 2016, Authority Staff was directed by the Board to amend the contract, adding a not to exceed amount of \$2,530,682 through the termination date of December 31, 2016.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a Fourth Amendment to the contract with ACE Parking Management, Inc. for Airport Shuttle Services to increase the compensation by \$2,530,682 resulting in a not-to-exceed compensation amount of \$31,330,682; 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 21<sup>st</sup> day of April, 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



# ACE Airport Shuttle Services Amendment

David Boenitz

Director, Ground Transportation

April 21, 2016





# RECOMMENDATION

- ❖ Adopt Resolution No. 2016- \_\_\_\_\_, authorizing the President/CEO to execute a Fourth Amendment to the contract with ACE Parking Management, Inc. for Airport Shuttle Services.



# BACKGROUND

- ❖ In February 2012, the Authority entered into a five-year contract with ACE Parking Management, Inc. to provide courtesy vehicle and shuttle services between the Airport's terminals and remote parking facilities for Airport passengers, the public and tenant employees.
- ❖ The contract had a not to exceed value of \$28,800,000.



# BACKGROUND

- ❖ Three (3) amendments have been previously executed.
- ❖ The First Amendment to the contract (dated June 27, 2012) allowed the Authority greater flexibility to determine the number and hours of shuttles to be operated by the Ace at the Airport and to modify the compensation accordingly.
- ❖ The current contract funds will be depleted by August 2016 based on the following analysis.



# Contract Summary

*Contract summary  
and Airport Staff  
Estimates*

**Original Contract Amount (*not to exceed*)** **\$ 28,800,000**

**Contract Summary**

Service Hours   Service Costs

Year 2012 (Feb-Jan)	113,510	\$ 3,808,901
Year 2013 (Feb-Jan)	196,209	\$ 7,048,472
Year 2014 (Feb-Jan)	189,548	\$ 7,019,865
Year 2015 (Feb-Jan)	184,794	\$ 6,847,487
Expense sub-total ( <i>to date</i> )		<u>\$ 24,724,725</u>

Remaining contract amount (*as of Feb 1, 2016*) \$ 4,075,275

Months of available funding under existing contract **7 Mos**  
(*Feb 1, 2016 to Aug 31, 2016*)

# Contract Amendment

## Staff Estimates for Contract Amendment

Average Monthly Hours and Cost <i>(based on current contract amounts)</i>	<u>Hours</u>	<u>Cost</u>
	15,288	\$ 534,757

Months under new Amendment	4 Mos
<i>Amendment Duration (Sep 1, 2016 to Dec 31, 2016)</i>	

*Amendment Service Rate per Hour	\$ <b>34.98</b>
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Amendment Hours and Cost <i>(based on estimate)</i>	61,150	\$ 2,139,639
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### Other Amendment Costs

Fuel, GPS, Special Projects	\$ 191,043
Contingency	\$ 200,000

Total	<u>\$ 2,530,682</u>
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<b>Net Amendment Amount</b>	<b>\$ 2,530,682</b>
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# ACE Airport Shuttle Services Amendment

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Questions?

# **ITEM 12**

## **STATUS UPDATE AND POSSIBLE ACTION ON COMMUNITY NOISE ISSUES**

**THERE ARE NO MATERIALS  
FOR THIS ITEM  
AT THIS TIME**



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

**Item No.  
13**

Meeting Date: **APRIL 21, 2016**

**Subject:**

**Authorize and Adopt the Creation of a Seasonal International Air Service Incentive Program (SIASIP)**

**Recommendation:**

Adopt Resolution 2016-0026, authorizing the creation of a Seasonal International Air Service Incentive Program (SIASIP).

**Background/Justification:**

Current International Air Service Program Deficiencies

At its October 4, 2007 meeting, the Board authorized the establishment of the Authority's International Air Service Incentive Program ("IASIP") to encourage airlines to develop nonstop and/or triangular air service between San Diego and airports in Europe, Central America, South America, Asia, Oceania (i.e., Australia, New Zealand, and principal islands of the central and south pacific), and Africa. To qualify for the program, an airline must institute new air service to a destination airport not currently served by such service with a minimum of two scheduled roundtrips per week on a year round basis. (Note: destinations in Canada, Mexico, and the Caribbean are covered by the Authority's Domestic Air Service Incentive Program and are not eligible for the IASIP.) On March 3, 2011 the program was further refined to establish target markets for increased air service.

Under the IASIP, the Authority may provide three financial incentives to an airline instituting a qualifying service: (1) Reduced landing fees (100% for the first twelve months of service and 50% for the second twelve months); (2) Reduced terminal rent (100% for the first twelve months of service and 50% for the second twelve months); and (3) Marketing assistance (up to \$500,000 for the first twelve months and up to \$250,000 for the second twelve months). The IASIP, however does not permit incentives to air carriers offering only seasonal service.

Given the success of the IASIP in attracting British Airways and Japan Airlines' decisions to institute nonstop, air service from London Heathrow Airport and Tokyo Narita Airport, there is an opportunity to tap into the growing market for seasonal international service.

An airline instituting seasonal international air service bears significant start-up costs akin to year-round service. Seasonal air carriers are reluctant to introduce new air service unless they have confidence that they will be able to share risks in developing a new market. Based on the growing presence of seasonal international air carriers at



other US airports, staff has determined the lack of seasonal incentives is preventing the addition of new seasonal flights at San Diego.

*The Lack of a Seasonal International Air Service Incentive Program (SIASIP) Inhibits Institution of Service to New International Destinations with a Large Seasonal Demand.*

The current IASIP program only permits incentives for year-round service. This provision excludes a large set of air carriers only willing to initially operate seasonal flights to San Diego. The lack of seasonal incentives discourages airlines from initiating international service to new destinations and makes San Diego uncompetitive vis-à-vis other US airports.

Proposed Addition of a Seasonal International Air Service Incentive Program (SIASIP).

The proposed program broadens the applicability of incentives to seasonal operations. This would make San Diego more competitive with other US airports that offer seasonal international incentives and makes the international incentive programs consistent with the Domestic Air Service Incentive Program that already permits seasonal incentives.

The seasonal program will not change the incentives for new year-round flights. The seasonal program contains the requirements for qualification and description of incentives available for new seasonal international flights. Given the greater value of year-round service, the incentives for year-round flights are more robust than those available for seasonal operators.

Seasonal Incentives for international flights will be limited to marketing investment and landing fee rebates. Unlike year-round incentives, seasonal incentives will not involve rental space credits. The incentives for international seasonal operations will be predicated on a letter of intent filed by the airline.

Airlines that only commit to one season of service will receive a modest marketing budget and no landing fee credits. Airlines that commit to two or more seasons will receive both a landing fee credit and marketing funds.

Attached as "Exhibit A" is the proposed SIASIP.

**Fiscal Impact:**

Adequate funds for Air Service Incentives are included within the adopted FY2016 and conceptually approved FY2017 operating expense budgets within the advertising line item. Air Service Incentives for budget years not adopted will be included in future year budget requests. Following the period in which SIASIP benefits and waivers are extended, the SIASIP will increase the Authority's revenues as a result of the institution of each new international air service. The amount of the increase will be a function of the specific air service.

**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:**

HAMPTON BROWN  
DIRECTOR, AIR SERVICE DEVELOPMENT

RESOLUTION NO. 2016-0026

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY, AUTHORIZING THE CREATION OF A  
SEASONAL INTERNATIONAL AIR SERVICE  
INCENTIVE PROGRAM (SIASIP)

WHEREAS, the Authority instituted its International Air Service Incentive Program ("IASIP") in October 2007 to attract year-round air service between San Diego International Airport ("Airport") and unserved international destinations; and

WHEREAS, the IASIP has proven effective in attracting new year-round international air service to San Diego; and

WHEREAS, recent growth of seasonal international airlines in the United States has introduced new opportunities for San Diego to attract air service to large seasonal destinations; and

WHEREAS, the current IASIP does not permit seasonal incentives to international destinations, the Board finds that creation of a Seasonal International Air Service Incentive Program will help meet the evolving market needs of the international air service industry and increase the effectiveness in attracting new international air service to the Airport and is in the best interests of the Authority.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the creation of the SIASIP, a copy of which is attached hereto as "Exhibit A"; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 21<sup>st</sup> day of April, 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

## EXHIBIT A

### **SAN DIEGO SEASONAL INTERNATIONAL AIR SERVICE INCENTIVE PROGRAM (SIASIP)**

#### STRATEGIC OBJECTIVES

The International Air Service Incentive Program is consistent with the mission of the SDCRAA to:

- Provide air transportation services to the region: In the end, the incentive program's intent is to help San Diego travelers reach their destination in a more direct and efficient way.
- Promote the region's prosperity: New international routes will only add to San Diego's prosperity by making the region more competitive in international business, conventions and tourism. New international routes to and from San Diego will result in a profound annual economic impact. The San Diego region would see direct and indirect impacts from economic stimulus of new visitors.

#### SCOPE OF PROGRAM

- 1. Program Requirements:** In order to qualify for participation in the SIASIP, the following conditions apply:

- The proposed international airport of destination in Europe, Central / South America, Asia, Oceania or Africa is un-served from SDIA.
- Service to Europe, Central or South America must be nonstop or triangular (e.g., Dublin – San Diego – San Francisco – Dublin). Triangular operations are permitted so long as one directional sector to/from San Diego and target continent is operated nonstop.
- Service to Asia, Africa or Oceania must be nonstop, triangular or single-same plane direct (one-stop). Triangular operations (e.g. , Seoul – San Diego – Las Vegas – Seoul) are permitted so long as one directional sector to/from San Diego and target continent is operated nonstop. In the case of one-stop (direct) operations to Asia, Africa, or Oceania, aircraft registration number and flight number must remain the same on all sectors and first stop must be outside the USA (e.g., Vancouver, Papeete etc.).
- The service is operated with a minimum of forty (40) scheduled roundtrips per season.
- Service is operational for a minimum of one season year.
- The airline, its subcontract, partner or alliance airline, has not served the same route or destination city within the past five (5) years.
- No more than five (5) new services can qualify for the Incentive Program in each year. The first five applicants in each calendar year will qualify for incentives.

**2. Program Qualifications:** The SIASIP is available to all airlines currently at the airport or those wishing to start service at the airport. The program contains two parts, a marketing promotion component and an operational incentive. The value of incentives are calculated based on a combination of the number of roundtrip frequencies per season and the number of years the airline commits to serving San Diego International Airport. Before the airline commences service, the network planning executive of the airline must file a signed letter of intent with the Air Service Development Department fully describing the air service commitment in writing.

- Marketing Promotion – Seasonal international air service will qualify for marketing funds according to the number of roundtrip frequencies per season and the duration of commitment promised by the airline. Incentives will be calculated according to the matrices below:

**3 YEAR COMMITMENT  
OR MORE**

<b>RT OPERATIONS / SEASON</b>	<b>40-50</b>	<b>51-75</b>	<b>76-100</b>	<b>&gt;100</b>
Marketing Funds Year 1	\$85,000	\$112,500	\$150,000	\$200,000
Marketing Funds Year 2	\$42,500	\$56,250	\$75,000	\$100,000
Marketing Funds Year 3	\$0	\$0	\$0	\$0

**2 YEAR COMMITMENT**

<b>RT OPERATIONS / SEASON</b>	<b>40-50</b>	<b>51-75</b>	<b>76-100</b>	<b>&gt;100</b>
Marketing Funds Year 1	\$63,281	\$84,375	\$112,500	\$150,000
Marketing Funds Year 2	\$31,641	\$42,188	\$56,250	\$75,000

**1 YEAR COMMITMENT**

<b>RT OPERATIONS / SEASON</b>	<b>40-50</b>	<b>51-75</b>	<b>76-100</b>	<b>&gt;100</b>
Marketing Funds Year 1	\$47,461	\$63,281	\$84,375	\$112,500

Marketing assistance will be subject to editorial oversight by the SDCRAA and all funds utilized for this purpose will be pre-approved by the SDCRAA with advertising specific to San Diego. Should service be suspended prematurely, airline shall be responsible for reimbursement of all marketing funds spent.

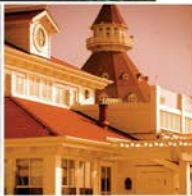
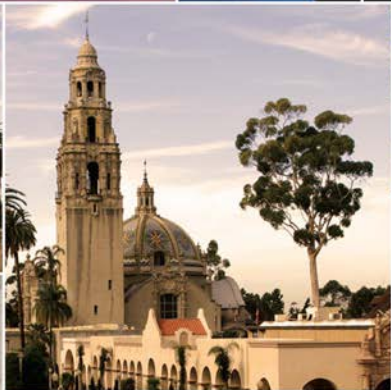
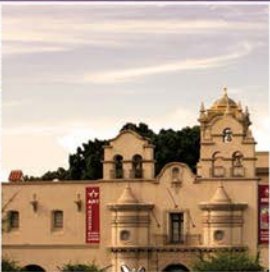
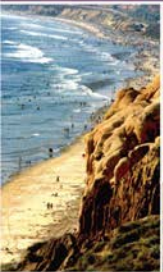
- Operational Incentive: The operational incentive will be offered to qualifying airlines in the form of a discount to landing fees paid. Landing fee discounts will be available according to the matrices below:

<b>3 Year Commitment</b>	<b>% Landing Fee Discount</b>
Year 1	50%
Year 2	25%
Year 3	None

<b>2 Year Commitment</b>	<b>% Landing Fee Discount</b>
Year 1	25%
Year 2	None

<b>1 Year Commitment</b>	<b>% Landing Fee Discount</b>
Year 1	None

Airlines qualifying for this incentive shall be responsible for filing a monthly landing fee report (at current rates) with fees based on the Maximum Landed Weight (MLW) of the aircraft utilized. The landing fees remitted to the Authority will be refunded to the airline semi-annually upon the airline meeting all SIASIP requirements.



**SAN DIEGO**  
INTERNATIONAL AIRPORT

LET'S GO.

**SEASONAL INTERNATIONAL INCENTIVES**  
**April 21, 2016**



## CURRENT SAN DIEGO AIR SERVICE INCENTIVE PROGRAMS

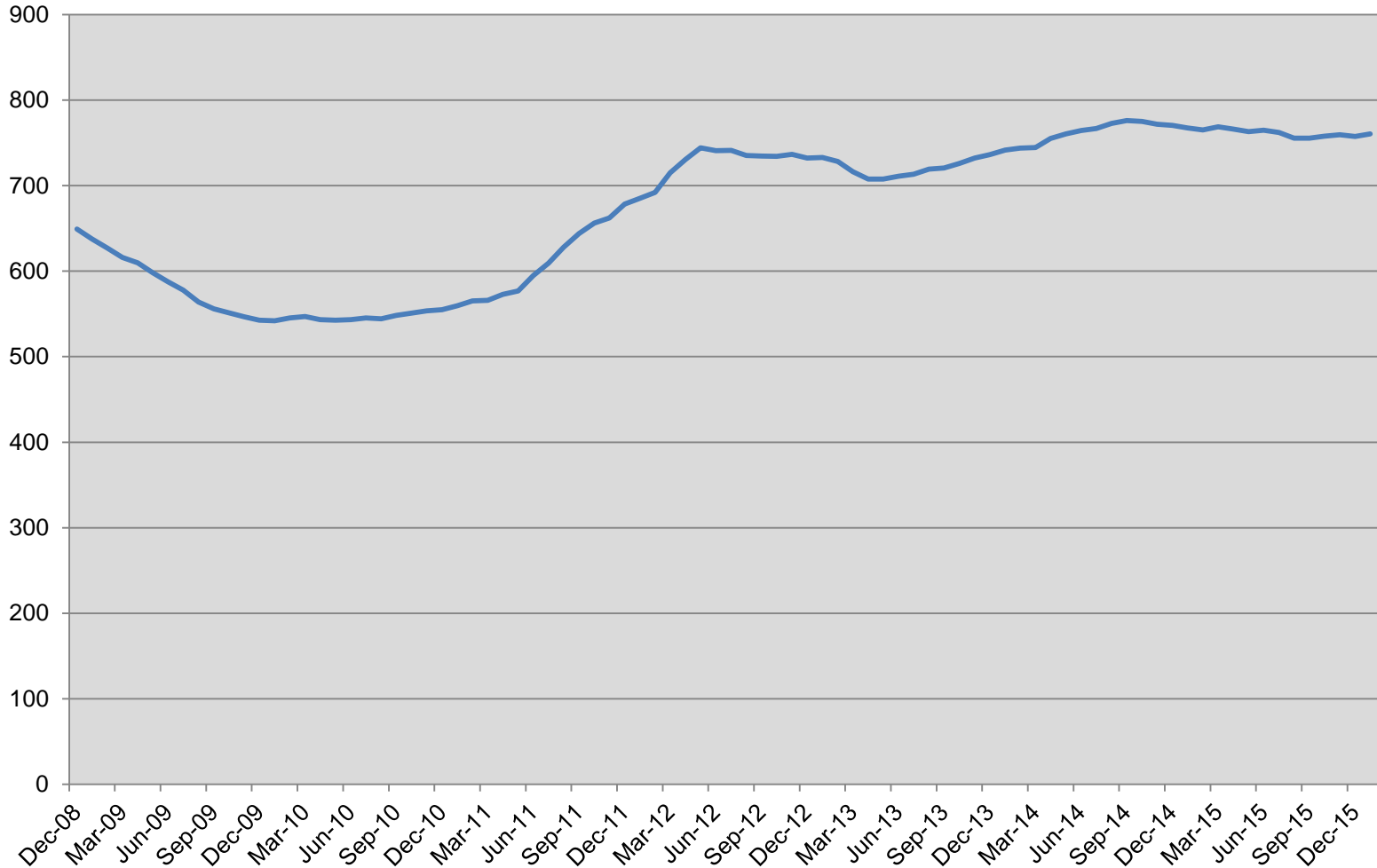
NORTH AMERICAN PROGRAM	
Geography:	USA, Canada, México & Caribbean
Incentives:	Marketing \$65,000 - \$25,000 depending on destination
	Operational: Landing Fee Credits 100% in year 1 for US, CA, MX 50% in year 2 for Canada and México
Requirements:	Year-round or <b>seasonal service</b> New destination or competitive service Service for at least 1 year Application Pre approved marketing plans and invoices

INTERNATIONAL PROGRAM	
Geography:	Central America, South America, Africa, Europe, Asia and Oceania
Incentives:	Marketing Up to \$500,000 in year 1 Up to \$250,000 in year 2
	Operational: Landing Fee Credits 100% in year 1 50% in year 2
	Operational: Rental Space Credits 100% in year 1 50% in year 2
Requirements:	Year-round service New destination Service for at least 1 year Application for incentives Pre-approved marketing plans and invoices

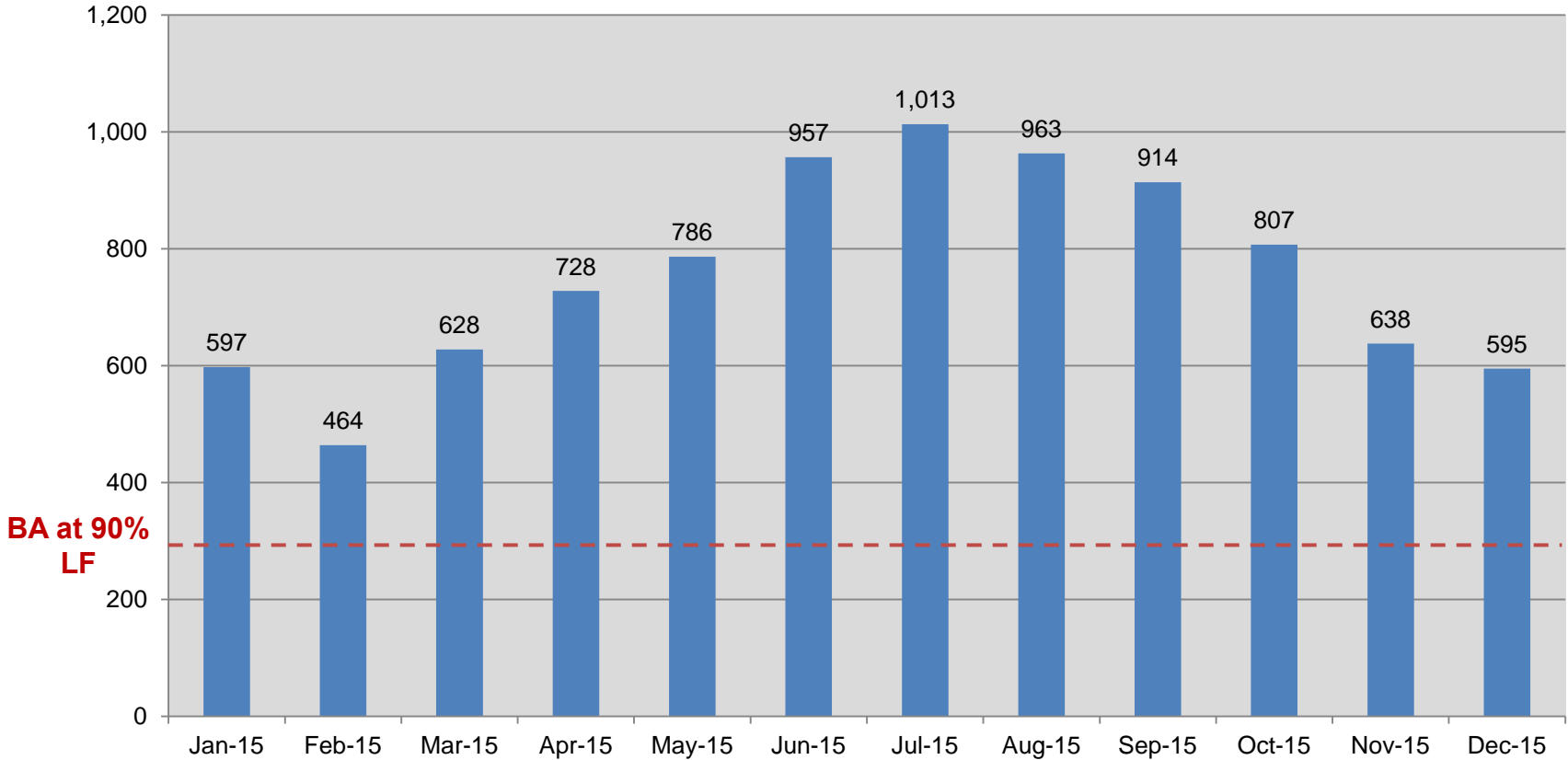
**SEASONALITY OF SAN DIEGO AIR SERVICE  
EXAMPLE OF TRANS ATLANTIC DEMAND**

# AS EXISTING CAPACITY HAS FILLED SAN DIEGO – TRANS-ATLANTIC PASSENGERS HAVE STOPPED GROWING

AVERAGE SAN DIEGO – TRANSATLANTIC  
PASSENGERS PER DAY EACH WAY  
YEAR END RELEVANT MONTH

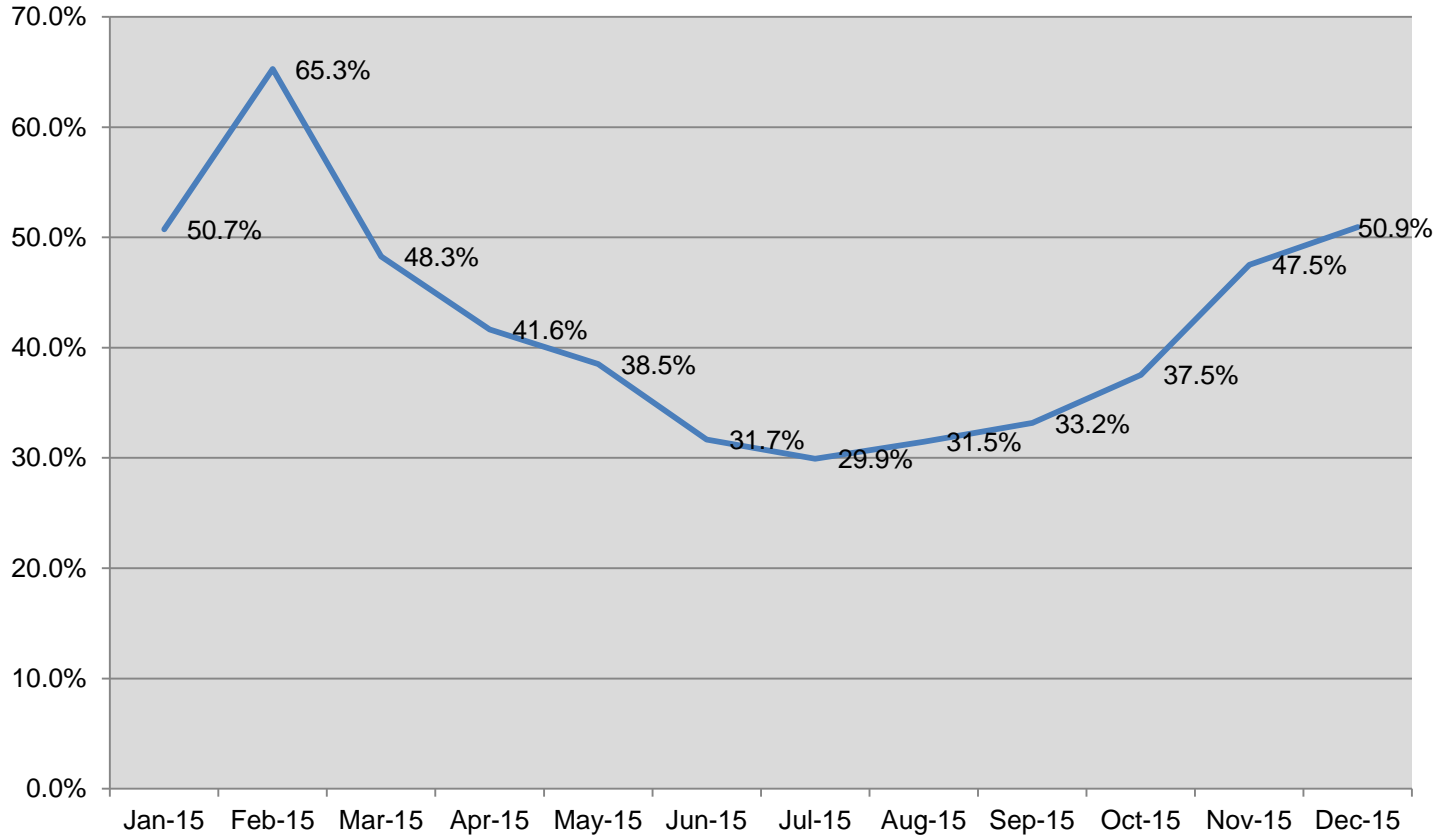


## SAN DIEGO PASSENGER DEMAND TO TRANS-ATLANTIC DESTINATIONS HAS A SEASONAL PEAK



# BRITISH AIRWAYS (BA) HAS TO ACHIEVE A HIGHER MARKET SHARE IN WINTER MONTHS TO FILL A 747 / 777 AIRCRAFT SUMMER MONTHS COULD USE ADDITIONAL CAPACITY

## BA Market Share to Achieve 90% LF



**SUMMER SEASONAL SERVICE CAN HELP GROW OVERALL  
INTERNATIONAL TRAFFIC WITHOUT  
ENDANGERING WINTER PERFORMANCE OF CURRENT SERVICE**

## MOST INTERNATIONAL GATEWAY AIRPORTS EXTEND INCENTIVES TO INTERNATIONAL SEASONAL OPERATORS

Code	City	Seasonal Intl Incentives ?
AUS	Austin	YES
BOS	Boston	NO
BWI	Baltimore	YES
CMH	Columbus	YES
DEN	Denver	YES
DTW	Detroit	YES
FLL	Ft Lauderdale	YES
HOU / IAH	Houston	YES
JAX	Jacksonville	YES
LAS	Las Vegas	YES*
MIA	Miami	NO
BNA	Nashville	YES
OAK	Oakland	YES
MCO	Orlando	YES
PDX	Portland OR	YES
PHX	Phoenix	YES
PIT	Pittsburgh	YES
PVD	Providence	YES
RSW	Fort Myers	YES
SAT	San Antonio	YES
SEA	Seattle	NO
SJC	San Jose	YES
SRQ	Sarasota	YES
SMF	Sacramento	YES
STL	St Louis	YES
TPA	Tampa	YES
IAD	Washington (Dulles)	YES

\* - DFW, MCI, MSP, RDU, SFO & SLC did not respond to survey

## EXAMPLES OF SEASONAL INTERNATIONAL AIRLINES





## RECENT SEASONAL INTERNATIONAL FLIGHT ADDITIONS

City Pair	Airline
Anchorage - Reykjavik	Icelandair
Austin - Frankfurt	Condor
Baltimore - Frankfurt	Condor
Boston - Düsseldorf	Air Berlin
Denver - Munich	Lufthansa
Las Vegas - Glasgow	Thomas Cook
Las Vegas - Manchester	Thomas Cook
Las Vegas - Stansted	Thomas Cook
Los Angeles - Paris	XL Airways
Minneapolis - Reykjavik	Delta
Minneapolis - Rome	Delta
Portland - Frankfurt	Condor
Portland - Reykjavik	Icelandair
Providence - Frankfurt	Condor
Raleigh - Paris	Delta
Salt Lake City - Amsterdam	Delta / KLM
Tampa - Zürich	Edelweiss/Swiss

## SUMMARY OF PROPOSED PROGRAM MARKETING COMPONENT

<b>3 YEAR COMMITMENT</b>				
<b>ROUNDRIP OPERATIONS / SEASON</b>	<b>40-50</b>	<b>51-75</b>	<b>76-100</b>	<b>&gt;100</b>
Marketing Funds Year 1	\$ 85,000	\$ 112,500	\$ 150,000	\$ 200,000
Marketing Funds Year 2	\$ 42,500	\$ 56,250	\$ 75,000	\$ 100,000
Marketing Funds Year 3	0	0	0	0
<b>2 YEAR COMMITMENT</b>				
<b>RT OPERATIONS / SEASON</b>	<b>40-50</b>	<b>51-75</b>	<b>76-100</b>	<b>&gt;100</b>
Marketing Funds Year 1	\$ 63,281	\$ 84,375	\$ 112,500	\$ 150,000
Marketing Funds Year 2	\$ 31,641	\$ 42,188	\$ 56,250	\$ 75,000
<b>1 YEAR COMMITMENT</b>				
<b>RT OPERATIONS / SEASON</b>	<b>40-50</b>	<b>51-75</b>	<b>76-100</b>	<b>&gt;100</b>
Marketing Funds Year 1	\$ 47,461	\$ 63,281	\$ 84,375	\$ 112,500

## SUMMARY OF PROPOSED PROGRAM OPERATIONAL COMPONENT REBATE OF LANDING FEES

<b>3 Year Commitment</b>	<b>% Landing Fee Discount</b>
Year 1	50%
Year 2	25%
Year 3	None
<b>2 Year Commitment</b>	<b>% Landing Fee Discount</b>
Year 1	25%
Year 2	None
<b>1 Year Commitment</b>	<b>% Landing Fee Discount</b>
Year 1	None

# Questions?



**SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY**

Meeting Date: **APRIL 21, 2016**

**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 REQUEST**

**THELLA F. BOWENS**



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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: 6

Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 3/22/16 PLANNED DATE OF DEPARTURE/RETURN: 6/13/16 / 6/16/16

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

Destination: Vancouver, BC Purpose: SMART Airports & Regions Conference  
Explanation:

I am speaking on a panel entitled "SMART, Green & Sustainable Airports"

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

**A. TRANSPORTATION COSTS:**

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

B. LODGING \$ 550.00

C. MEALS \$ 200.00

D. SEMINAR AND CONFERENCE FEES \$ COMP

E. ENTERTAINMENT (If applicable) \$

F. OTHER INCIDENTAL EXPENSES \$ 50.00

**TOTAL PROJECTED TRAVEL EXPENSE \$ 1600.00**

**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: 29 Mar 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 4/4/16 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: 3/14/16 PLANNED DATE OF DEPARTURE/RETURN: 5/9/16 / 5/18/16

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

Destination: Houston, TX Purpose: Attend AAE Annual Conference, and Policy Review/Board Meetings

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

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ 600.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 100.00
B. LODGING	\$ 1,000.00
C. MEALS	\$ 300.00
D. SEMINAR AND CONFERENCE FEES	\$ 795.00
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 2845.00</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 F. Bowens* Date: 14 March 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 L. 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 4/4/16 meeting.  
(Leave blank and we will insert the meeting date.)

**PAUL ROBINSON**

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel 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: Paul Robinson 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: 03/17/2016 PLANNED DATE OF DEPARTURE/RETURN: 5/24/2016 / 5/25/2016

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

Destination: Sacramento, CA Purpose: Attend Conference  
Explanation: San Diego Regional Chamber of Commerce "Chamber Leadership Delegation to Sacramento"

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

**A. TRANSPORTATION COSTS:**

• AIRFARE \$ 300.00  
• OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 100.00

B. LODGING \$ 260.00

C. MEALS \$ 150.00

D. SEMINAR AND CONFERENCE FEES \$ 225.00

E. ENTERTAINMENT (If applicable) \$           

F. OTHER INCIDENTAL EXPENSES \$           

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 1,035.00

**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: 4/5/16

**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: \_\_\_\_\_

**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 4/4/16 meeting.  
(Leave blank and we will insert the meeting date.)

# **TRAVEL EXPENSE**

**THELLA F. BOWENS**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**TRAVEL EXPENSE REPORT**

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

TRAVELER: Thella F. Bowens DEPT. NAME & NO. Executive Office/BU 6  
 DEPARTURE DATE: 3/5/2016 RETURN DATE: 3/9/2016 REPORT DUE: 4/8/16  
 DESTINATION: Dallas, TX

*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 3/8/16	MONDAY 3/7/16	TUESDAY 3/8/16	WEDNESDAY 3/9/16	THURSDAY	FRIDAY	SATURDAY	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$554.20								0.00
Conference Fees (provide copy of flyer/registration expenses)	\$400.00								0.00
Rental Car*		37.38	37.38	37.38					112.14
Gas and Oil*									0.00
Garage/Parking*		28.15	28.15	28.15					84.45
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (Include tips pd.)*									0.00
Hotel*		176.34	176.34	176.34					529.02
Telephone, internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (include tips pd.)	Breakfast*								0.00
	Lunch*								0.00
	Dinner*								0.00
	Other Meals*				9.03				9.03
<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>954.20</b>	<b>241.87</b>	<b>241.87</b>	<b>250.90</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>734.64</b>

Explanation:	Total Expenses Prepaid by Authority	954.20
	Total Expenses Incurred by Employee (including cash advances)	734.64
	<b>Grand Total</b>	<b>1,688.84</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	954.20
	Due Traveler (positive amount) <sup>2</sup>	
	Due Authority (negative amount) <sup>3</sup>	734.64
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

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

<sup>4</sup> Travel and Lodging Expense Reimbursement Policy 3.40      <sup>5</sup> Business Expense Reimbursement Policy 3.30

Prepared By: Kim Ayers Ext.: 2447  
 Traveler Signature: Thella F. Bowens Date: 3/30/2016  
 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, Tony R. Russell, Authority Clerk hereby certify that this document was approved by the Executive Committee at its 4/4/16 meeting.  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 (Leave blank and we will insert the meeting date.)

*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 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: 11/16/15 PLANNED DATE OF DEPARTURE/RETURN: 3/5/16 / 3/9/16

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

Destination: Dallas, TX

Purpose: Attend 2016 Airport Revenue News Conference

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

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 500.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 100.00

B. LODGING \$ 876.00

C. MEALS \$ 300.00

D. SEMINAR AND CONFERENCE FEES \$ 400.00

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

F. OTHER INCIDENTAL EXPENSES \$ 50.00

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 2226.00

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

Travelers Signature: *Thella Bowens* Date: 25 Nov 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**

Lorraine Bennett, Asst. Authority Clerk II, 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.)





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



Friday, 22JAN 2016 07:12 PM EST

**Passengers: THELLA BOWENS (06)**

Agency Reference Number: HYNVSC

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

American Airlines Confirmation HYNVSC

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>Friday, 4MAR 2016</b>	
<b>American Airlines</b>	<b>Flight Number: 1445</b>	<b>Class: W-Coach/Economy</b>
<b>From: San Diego CA, USA</b>	<b>Depart: 02:30 PM</b>	
<b>To: Dallas/Ft Worth TX, USA</b>	<b>Arrive: 07:28 PM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 2 hour(s) 58 minute(s)</b>	
<b>Seats: 14D</b>	<b>Status: CONFIRMED</b>	<b>Miles: 1175 / 1880 KM</b>
<b>Equipment: 32B/AIR</b>	<b>MEAL: FOOD FOR PURCHASE</b>	
<b>DEPARTS SAN TERMINAL 2</b>		
<b>Frequent Flyer Number: [REDACTED]</b>		
<b>AISLE SEAT CONFIRMED</b>		
<b>American Airlines Confirmation number is HYNVSC</b>		

<b>AIR</b>	<b>Saturday, 12MAR 2016</b>	
<b>American Airlines</b>	<b>Flight Number: 1194</b>	<b>Class: L-Coach/Economy</b>
<b>From: Dallas/Ft Worth TX, USA</b>	<b>Depart: 03:45 PM</b>	
<b>To: San Diego CA, USA</b>	<b>Arrive: 04:54 PM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 3 hour(s) 9 minute(s)</b>	
<b>Seats: 15D</b>	<b>Status: CONFIRMED</b>	<b>Miles: 1175 / 1880 KM</b>
<b>Equipment: Boeing 737-800 Jet</b>	<b>MEAL: FOOD FOR PURCHASE</b>	
<b>ARRIVES SAN TERMINAL 2</b>		
<b>Frequent Flyer Number: [REDACTED]</b>		
<b>EXIT ROW AISLE SEAT CONFIRMED</b>		
<b>American Airlines Confirmation number is HYNVSC</b>		

THIS TICKET IS NON-REFUNDABLE AND MUST BE USED FOR THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED OR CANCELLED BEFORE THE DEPARTURE OF YOUR FLIGHTS IT MAY HAVE NO VALUE. CONTACT TRAVELTRUST BEFORE YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY.  
 AMERICAN AIRLINES CONFIRMATION NUMBER - HYNVSC  
 FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: THELLA BOWENS  
Date issued: 1/22/2016 Invoice Nbr: 5369284  
Ticket Nbr: AA7746035333 Electronic Tkt: Yes Amount: 524.20  
Base: 461.39 US Tax: 34.61 USD XT Tax: 28.20 USD  
Charged to: \*\*\*\*\*

Service fee: THELLA BOWENS  
Date issued: 1/22/2016  
Document Nbr: XD0671393246 Amount: 30.00  
Charged to: \*\*\*\*\*

Total Tickets: 524.20  
Total Fees: 30.00  
Total Amount: 554.20

**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 888-221-6043 and use VIP Code SJE72.  
You can also use the Direct Dial Number 882-233-1914 or the collect number 682-647-0081.  
Each call is billable at a minimum \$25.00.



# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

ORIGINAL (LILAC) - FINANCE  
COPY - DEPARTMENT FILE


## SDCRAA CHECK REQUEST

CR # 16-36

<b>ISSUE CHECK TO THE ORDER OF</b> <b>Airport Revenue News, A Division of Urban Expositions, LLC</b> 3200 N. Military Trail, Suite 110 Boca Raton, FL 33431	<b>DATE ISSUED</b> 1/19/2016	
	<b>ORIGINATING DEPARTMENT/BUSINESS UNIT</b> Executive Office BU8	
	<b>PREPARED BY/EXT.</b> K. Ayers/2445	<b>REVIEWED BY: ACCTG</b>

FOR PAYMENT OF THE FOLLOWING:			
INVOICE #	INVOICE DATE	DESCRIPTION	AMOUNT
2016188	1/18/2016	Registration Fee for ARN Conference For Thella Bowers March 6-9, 2016	400.00
<b>CHECK REQUEST TOTAL</b>			<b>400.00</b>

**SPECIAL INSTRUCTIONS:**

Reason not processed as a Contract (2): Required field - please check reason		CERTIFY THE CLAIM IS TRUE AND CORRECT INCLUDING ANY APPLICABLE TERMS AND CONDITIONS HAVE BEEN FULFILLED   Authorized Department Signature
<input type="checkbox"/> Infrequent/Unforeseen (1) <input type="checkbox"/> De Minimis amount (Less than \$5K) (2) <input type="checkbox"/> Required quick timeframe (3) <input type="checkbox"/> Dues/Subscription/Membership (4) <input checked="" type="checkbox"/> Meetings/Conferences/Seminars/Sponsorships (6) <input type="checkbox"/> Employee Reimbursement (5)	<input type="checkbox"/> Insurance/Benefits (7) <input type="checkbox"/> Contract In Process (8) <input type="checkbox"/> Outside Scope of Contract (9) <input type="checkbox"/> Common Practice (10) <input type="checkbox"/> Approved Exception (11) <input type="checkbox"/> OTHER: (12)	

DISTRIBUTION OF CHARGES - TO BE COMPLETED BY ORIGINATING DEPARTMENT/BUSINESS UNIT				
DEPARTMENT/BUSINESS UNIT	GL ACCOUNT/SUBSIDIARY	WORK ORDER/TRACKING ORDER	LOCATION/ASSET NUMBER	AMOUNT
6	66280.110			400.00
<b>Total amount distributed - must equal Check Request Total above</b>				<b>400.00</b>

<b>ACCOUNTING DEPARTMENT USE ONLY</b>	
VENDOR NO. _____ INVOICE NO. _____ INVOICE DATE _____ PYMT DATE _____ RT TO BU _____ SEP OK _____	APPROVED FOR PROCESSING   ACCOUNTING DEPARTMENT

**Airport Revenue News a Division  
of Urban Expositions LLC**  
3200 N Military Trail, Suite 110  
Boca Raton FL 33431

**ARN 2016 Revenue Conference &  
Exhibition**  
Hosted by Airport Revenue News

**Hyatt Regency  
Dallas, TX  
March 6-9, 2016**

1/8/2016

Bill To
San Diego International Airport Thelia Bowers P. O. Box 82776 San Diego, CA 92138-2776

Description	Invoice #	Terms	Due Date
	2016188	Net 10	1/18/2016
	Qty	Rate	Amount
Director's Registration Fee	1	400.00	400.00
Awards Dinner	1	0.00	0.00
<p>Pay via wire: Contact Beth Hanlon at <a href="mailto:beth@airportrevenueews.com">beth@airportrevenueews.com</a></p> <p>Amex, Visa, Mastercard Acct. # _____ Exp. Date _____ Code _____</p> <p>Or make check payable in U.S. Dollars to: Urban Expositions, LLC 3200 N Military Trail Suite 110 Boca Raton, FL 33431</p> <p>For Billing questions, please call Beth Hanlon at 561-257-1025 email: <a href="mailto:beth@airportrevenueews.com">beth@airportrevenueews.com</a></p>			
<b>Total</b>			\$400.00
<b>Payments/Credits</b>			\$0.00
<b>Balance Due</b>			\$400.00



We are proud to feature a 100% smoke-free fleet!

RENTAL AGREEMENT NUMBER: 638890711

RECEIPT

Your Information

Customer Name: THELLA BOWENS  
Method of Payment:

Your Vehicle Information

Vehicle Number: 44284504  
Vehicle Group Rented: Full-Size  
Vehicle Group Charged: Standard  
Vehicle Description: FORD FUSION  
License Plate Number: TXFXG1093  
Odometer Out: 18263  
Odometer In: 18438  
Total Driven: 175  
Fuel Gauge Reading: Full

Your Rental

Pickup Date/Time: MAR 05, 2010 @ 1:23PM  
Pickup Location: 808 SOUTH CENTRAL EXPRESSWAY  
RICHARDSON, TX, 75080, US  
972-231-3395

Return Date/Time: MAR 11, 2010 @ 4:51PM  
Return Location: 808 SOUTH CENTRAL EXPRESSWAY  
RICHARDSON, TX, 75080, US  
972-231-3395

Additional fees may apply if changes are made to your return date, time and/or location.

Your Vehicle Charges (MIN 99 HRS / MAX 28 DAY)

Rate Chart:	Free Miles:	Time and Mileage:
Miles: UNLIMITED		Your Discount:
Daily: \$22.00		1 WK @ 220.00 =
Weekly: \$140.00		
Monthly: \$660.00		Time and Mileage:
		220.00

Your Optional Products/Services

Optional Services Total: 0.00

Your Taxable Fees

VEH LICENSE RECOUP 1.95/DY 13.65  
ENERGY RECOVERY FEE 0.60/DY 4.20

Sub-total-Charges: 237.85  
TAX 10.000% 23.79

CAR FOR CONFERENCE  
 3/6 - 3/8 = 3 DAYS  
 $\$261.64 \div 7 = \$37.38/\text{Day}$   
 3 DAYS =  $\$112.14$

Your Non-Taxable Products/Services

Your Total Charges paid: 261.64  
Prepayment 0.00

Net Charges:	USD 261.64
Your Total Due:	0.00

Thank you for renting with Budget.  
For all other inquiries, please contact us at 1-800-527-0700, or www.budget.com.

Your vehicle was rented to you by NIESHEELIA. Your vehicle was checked in by NIESHEELIA.



Hyatt Regency Dallas  
 300 Reunion Boulevard  
 Dallas, TX 75207  
 Tel: 214.651.1234  
 Fax: 214.742.8126  
[www.dallasregency.hyatt.com](http://www.dallasregency.hyatt.com)

INVOICE

Payee Ms Thella Bowens  
 Po Box 82776  
 San Diego CA 92138  
 United States

Room No. 0912  
 Arrival 03-06-16  
 Departure 03-09-16  
 Page No. 1 of 1  
 Folio Window 1  
 Folio No. 1078048

Confirmation No. 1297173301  
 Group Name ARN 2016 Revenue Conference  
 Booking No. 32CT7M4M

Date	Description		Charges	Credits
03-06-16	Group Room	PARKING	153.00	ROOM
03-06-16	Tourism PID Reimbursement Fee		3.06	
03-06-16	City Occupancy Tax 7%	\$28.15	10.92	\$176.34
03-06-16	State Occupancy Tax 6%		9.36	
03-06-16	Parking Valet		\$26.00	
03-06-16	Parking Sales Tax 8.25%		2.15	
03-07-16	Group Room		153.00	
03-07-16	Tourism PID Reimbursement Fee		3.06	
03-07-16	City Occupancy Tax 7%	\$28.15	10.92	\$176.34
03-07-16	State Occupancy Tax 6%		9.36	
03-07-16	Parking Valet		\$26.00	
03-07-16	Parking Sales Tax 8.25%		2.15	
03-08-16	- In Room Dining Dinner Food	CHECK# 9435	9.03	RECEIPT ATT.
03-08-16	Group Room		153.00	
03-08-16	Tourism PID Reimbursement Fee		3.06	
03-08-16	City Occupancy Tax 7%	\$28.15	10.92	\$176.34
03-08-16	State Occupancy Tax 6%		9.36	
03-08-16	Parking Valet		\$26.00	
03-08-16	Parking Sales Tax 8.25%		2.15	
03-09-16	American Express	XXXXXXXXXXXX		622.50

**Total** 622.50 622.50

Guest Signature

**Balance**

0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

HOTEL - \$529.02  
 PARKING - 84.45  
 FOOD - 9.03  
**TOTAL \$622.50**

**Hyatt Gold Passport Summary**

Membership: [REDACTED]  
 Bonus Codes:  
 Qualifying Nights: 3  
 Eligible Spend: 466.50  
 Redemption Eligible: 93.48

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RECEIPTS FOR ARN CONFERENCE - DALLAS, TX  
FEBRUARY 5-9, 2016 - THELLA F. BOWENS



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Hyatt Regency Dallas  
300 Reunion Blvd  
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1323620 Celeste

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3/8/2016 10:46 PM  
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1 Delivery Charge	3.50
1 Jump Start Box	4.00
*#Food	\$4.00
*#Delivery Charge	\$3.50
21% RM SVC Grat	\$0.84
*Tax	\$0.69
<b>Payment Due</b>	<b>\$9.03</b>

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

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

Room: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Earn or Redeem Points for Dining

Gold Passport#:

Last Name:

Offer code(s):

Redemption Eligible: 0.69

\*Not point earning eligible.

#Not point redemption eligible.

# 2016 ARN AGENDA

*Illustrative Agenda - Not Final - Subject To Change*

## Day One, Sunday, March 6, 2016

11:30 a.m. - 2:00 p.m. Registration Desks Open

📍 Landmark Circle

Registration Desk And Lanyards/Badge Holders Sponsored by: Delaware North  
Attendee Book Sponsored by: NewsLink Group  
Registration Bags And Digital Signage Sponsored by: Hudson Group  
Key Cards And Pocket Agenda Sponsored by: Paradis Lagardère

1:00 p.m. - 5:00 p.m. Dallas/Fort Worth International Airport Tour

📍 Trinity Crossing

Tour North America's fourth-busiest airport and hear the stories behind the new and upcoming concepts that comprise the latest iteration of its concessions program.

**Buses depart from Trinity Crossing promptly at 1:00 p.m. Please arrive at 12:45 p.m.**

## Day Two, Monday, March 7, 2016

7:30 a.m. - 3:30 p.m. Registration Desks Open

📍 Landmark Circle

Registration Desk And Lanyards/Badge Holders Sponsored by: Delaware North  
Attendee Book Sponsored by: NewsLink Group  
Registration Bags And Digital Signage Sponsored by: Hudson Group  
Key Cards And Pocket Agenda Sponsored by: Paradis Lagardère

7:30 a.m. - 8:30 a.m. Registration Breakfast

📍 Landmark Circle

8:30 a.m. - 9:00 a.m. The Recipe For Mixing Dining And Technology

🎧 Session 1

📍 Landmark B/C

Technological advances have been part of restaurants for quite some time, albeit limited to the back-of-house operations. From iPads to smartphones and apps, consumer-facing technology is on the rise. Hear how airports and operators can benefit from leveraging such advances to elevate the dining experience.

*Speaker: Rick Blatstein, CEO, OTG Management*

9:00 a.m. - 9:30 a.m. Getting Social, Getting Connected

🎧 Session 2

📍 Landmark B/C

A Twitter feed, Instagram account and Facebook page are staples to any basic approach to social media. Learn about the benefits for airports and operators in elevating the connection from a simple outflow of information to actual meaningful engagement that will drive user loyalty and create satisfaction.

*Speaker: Atousa Ghoreichi, vp of restaurant marketing, promotions and programs, HMSHost Corp.; Afsaneh Sheibani, Creative Marketing Director, HMSHost Corp.*

9:30 a.m. - 10:30 a.m. ABCs Of Airport Concessions (The Academy Of Concessions)

🎧 Session 3A

(Concurrent Session)

📍 Landmark D

Learn about the challenges of an airport, how to prepare your concept, build relevance, find the right partners and more from the perspectives of those involved: the airport, the prime and the developer. Gain an understanding of what it takes to enter and thrive in this dynamic, lucrative industry with an education on the basics.

*Moderator: David Kellerman, senior manager of concessions, Cincinnati-Northern Kentucky International Airport*

*Speakers: Oscar Hernandez, vice president of operations, Areas USA; Rebecca Ramsey, assistant director of properties, Nashville International; Mario Trevino, president, Innovative Strategies*

9:30 a.m. - 10:30 a.m. Focus On Financing (The Academy Of Concessions)



- 📍 Session 3B  
(Concurrent Session)  
📍 Landmark B/C

The perennial problem for new and small concessionaires is accessing adequate financing to tackle the high cost of operating in North American airports. Against the backdrop of concessions industry consolidation that is making the large players even more financially formidable, we'll examine the newest and most reliable financing alternatives. We'll also hear from long-term Airport Concessions Disadvantaged Business Enterprises about the strategies for financial survival and growth.

*Moderator: Bob Silvas, president, Silvy Group*

*Speakers: Samir Mashni, vice president and general counsel, Midfield Concessions; Joyce Sloss, managing partner, SCA Strategic Partnerships; William Swift, president, Business Traveler Services Inc.*

- 10:30 a.m. - 11:00 a.m. Refreshment and Networking Break

- 📍 Landmark Circle

- 11:00 a.m. - 12:00 p.m. Preparing Winning RFPs (The Academy Of Concessions)

- 📍 Session 4A  
(Concurrent Session)  
📍 Landmark D

Getting into the airport concessions business isn't as simple as snapping your fingers. Responding to requests for proposals is a time-consuming, expensive process. Industry experts will share their insights on how to study the markets in which you want to bid, ensure you fill out the documents completely and accurately, and help put the best face on your company.

*Moderator: Kimberly Stewart, business manager for food, beverage and retail, Raleigh-Durham International*

*Speakers: Jaimini M. Erskine, president and CEO, JME Services, LLC; Eric Johnson, director of commercial management at airline affairs at Minneapolis-St. Paul International Airport; Michael Levine, CEO, Tastes on the Fly*

- 11:00 a.m. - 12:00 p.m. The New Concessionaire Landscape (The Academy Of Concessions)

- 📍 Session 4B  
(Concurrent Session)  
📍 Landmark B/C

The concessions industry in North America has undergone significant consolidation in recent years, changing the roster of major players. At the same time, some formerly mid-sized companies are broadening their reach. Find out how the shifting field of companies - and changing demands from airports - will impact small businesses and ACDBEs.

*Moderator: Zenola Campbell, vice president of concessions, Dallas/Fort Worth International Airport*

*Speakers: Paul Brown, president, Paul Brown Consulting; Stuart Holcombe, managing partner, Travel Retail Partners; Andrew Weddig, senior vice president, Unison Consulting*

- 12:00 p.m. - 2:00 p.m. Property Managers' Luncheon (Airports Only)

- 📍 Cumberland K/L

This closed-door meeting allows airport colleagues the opportunity to candidly discuss issues that face the concession industry. No concessionaires or press admitted.

Sponsored by: Pacific Gateway Concessions

- 2:00 p.m. - 5:00 p.m. Dallas Love Field Airport Tour

- 📍 Trinity Crossing

Take a tour of the recently renovated airport's gleaming concessions program and hear about its rapid growth as it strives to evolve the airport experience.

**Buses depart from Trinity Crossing promptly at 2:00 p.m. Please arrive at 1:45 p.m.**

- 2:00 p.m. - 3:30 p.m. Airport Opportunities

- 📍 Session 5  
📍 Landmark B/C

Listen to airport executives discuss upcoming opportunities at their airports. Learn about new opportunities in terminals, parking garages, concessions space and other major facilities on airport property.

*Participants: Dallas/Fort Worth International Airport; Louis Armstrong New Orleans International Airport; Minneapolis St. Paul International Airport; Raleigh-Durham International; San Francisco International Airport*

- 3:30 p.m. - 4:00 p.m. Refreshment And Networking Break

- 📍 Landmark Circle

- 4:30 p.m. - 5:30 p.m. Business Pitch Showcase

- 📍 Session 6  
📍 Landmark B/C

Witness a hand-picked group of participants present their concept before a panel of industry professionals for an assessment of their company's viability in the airport environment.

Sponsored by: Mission Yogurt

*Moderator: Ramon Lo, publisher, Airport Revenue News*

Panelists: Jaimini M. Erskine, president and CEO, JME Services, LLC; Martha Hernandez, assistant VP of concessions, Dallas/Fort Worth International; Stuart Holcombe, managing partner, Travel Retail Partners; Cindy Martin, concepts director, Delaware North; Rod Tafoya, president Mission Yogurt

6:00 p.m. - 8:00 p.m.	<b>Registration Desks Open</b>
📍 Landmark Circle	Registration Desk And Lanyards/Badge Holders Sponsored by: Delaware North Attendee Book Sponsored by: NewsLink Group Registration Bags And Digital Signage Sponsored by: Hudson Group Key Cards And Pocket Agenda Sponsored by: Paradis Lagardère
6:30 p.m. - 9:30 p.m.	<b>Opening Night Reception In Exhibit Hall</b>
📍 Marsalis Hall	6:30 p.m. - Networking in Foyer 7:00 p.m. - Exhibit Hall Opening Ceremony  Sponsored by: HMSHost Corp. Exhibit Hall Sponsored by: Westfield
<b>Day Three, Tuesday, March 8, 2016</b>	
7:30 a.m. - 3:30 p.m.	<b>Registration Desks Open</b>
📍 Landmark Circle	Registration Desk And Lanyards/Badge Holders Sponsored by: Delaware North Attendee Book Sponsored by: NewsLink Group Registration Bags And Digital Signage Sponsored by: Hudson Group Key Cards And Pocket Agenda Sponsored by: Paradis Lagardère
7:30 a.m. - 8:30 a.m.	<b>Breakfast And Networking In The Exhibit Hall</b>
📍 Marsalis Hall	Sponsored By: JProject Solutions Exhibit Hall Sponsored by: Westfield
8:45 a.m. - 9:00 a.m.	<b>Opening Remarks</b>
📍 Landmark B/C	Speakers: Ramon Lo, Publisher ARN; Ken Buchanan, Dallas/Ft. Worth int.
9:00 a.m. - 10:00 a.m.	<b>Marketing To Millennials</b>
📍 Session 7 📍 Landmark B/C	Millennial consumers are slowly transforming the travel marketplace. With a penchant for adventure travel, increasing disposable incomes and different purchasing priorities than their generational predecessors, millennials are shaping a new shopping and dining paradigm. Jeff Fromm will advise on the best ways to win the coveted audience and inspire companies to adapt to emerging consumer demands.  <i>Speaker: Jeff Fromm, president of FutureCast, a marketing consultancy focused on millennial trends, and co-author of two books: "Marketing to Millennials: Reach the Largest &amp; Most Influential Generation of Consumers Ever" and "Marketing to Millennials as New Parents."</i>
10:00 a.m. - 11:00 a.m.	<b>Refreshment And Networking Break In The Exhibit Hall</b>
📍 Marsalis Hall	Sponsored by: Sugar Foods Corp.
11:00 a.m. - 12:00 p.m.	<b>Food Trends</b>
📍 Session 8 📍 Landmark B/C	Food and beverage concessionaires have jumped on the locavore trend; they've adapted menus for vegan, gluten-free, kosher, halal and other dietary needs; and they've embraced cupcakes and bacon and numerous other food trends in recent years. So what's next? From dining styles to specific ingredients, some of the food industry's top consultants will weigh in on what the public wants now, and they'll predict the biggest demands in the coming year.  <i>Moderator: Suzanne Merrell, senior manager, food and beverage programs, Greater Toronto Airports Authority</i>  <i>Panelists: Annika Stensson, director, research communications, National Restaurant Association; Chris Tripoli, president, la Carte Foodservice Consulting; Michael Whiteman, president, Baum + Whiteman Restaurant Consulting</i>
12:00 p.m. - 1:30 p.m.	<b>Lunch In The Exhibit Hall</b>

📍 Marsalis Hall

Sponsored by: Crews  
Exhibit Hall Sponsored by: Westfield

1:30 p.m. - 2:30 p.m.

### Maximizing Revenue Potential

🎧 Session 9  
📍 Landmark B/C

This session features three speakers who will address key ways airports and concessionaires can assess and expand their revenue growth opportunities. The first presentation will focus on quantifying everything from hard sales data to more intangible knowledge such as customer satisfaction and propensity to purchase. The second presentation will highlight key success factors of a digital transformation of airports, which experts say is crucial if airports want to be at the forefront of meeting the needs of a new generation of travelers. Finally, a third presentation examines the use of technology to transform the airport experience.

*Moderator: James DeCock, manager, terminal concessions, terminals and tenants, San Diego International Airport*

*Speakers: Mark Gallagher, vice president of business management, Americas, SITA; James Ingram, director, DKMA; Antor Ritch, COO, Westfield Labs*

2:30 p.m. - 3:30 p.m.

### Refreshment And Networking Break In The Exhibit Hall

📍 Marsalis Hall

Sponsored by: PepsiCo

3:30 p.m. - 4:30 p.m.

### The Evolution of Airport Retail

🎧 Session 10  
📍 Landmark B/C

From digital interactions to shopper-tainment, the retail world on the "street" is rapidly changing. At the same time, the airport duty-free sector is evolving in North America with expanded influence from global operators. This session will examine how both duty free and specialty retail can embrace the latest trends to better meet the expectations of the traveling public.

*Moderator: Carol Ward, editorial director, Airport Revenue News*

*Speakers: Alex Avery, director, airports, travel and commercial spaces division, Pragma Consulting; Melvin Broekaart, managing director, AirCommerce; John Nevin, principal and travel strategy consultant, L.E.K. Consulting*

4:30 p.m. - 6:00 p.m.

### Exhibit Hall Happy Hour

📍 Marsalis Hall

Sponsored by: AREAS USA  
Exhibit Hall Sponsored by: Westfield

7:00 p.m.

### Speakers' Dinner (Invitation Only)

📍 Private Event

Unlike any other event on the agenda, the exclusive invitation-only ARN Speakers' Dinner serves as one of the premier gatherings of airport industry leaders in an intimate, enjoyable environment.

Sponsored by: SSP America

## Day Four, Wednesday, March 9, 2016

7:30 a.m. - 12:00 p.m.

### Registration Desks Open

📍 Landmark Circle

Registration Desk And Lanyards/Badge Holders Sponsored by: Delaware North  
Attendee Book Sponsored by: NewsLink Group  
Registration Bags And Digital Signage Sponsored by: Hudson Group  
Key Cards And Pocket Agenda Sponsored by: Paradis Lagardère

8:00 a.m. - 9:00 a.m.

### Breakfast And Networking In The Exhibit Hall

📍 Marsalis Hall

Breakfast Sponsored by: Premier Interior Development  
Exhibit Hall Sponsored by: Westfield

9:00 a.m. - 10:00 a.m.

### Airport Directors Panel

🎧 Session 11  
📍 Landmark B/C

From the reauthorization battle on Capitol Hill to the fight to attract and retain service, airport directors have myriad concerns keeping them busy every day. Several of the industry's most respected leaders will again join ARN to discuss the challenges they face and strategies for addressing those issues.

*Moderator: Todd Hauptli, president and CEO, American Association of Airport Executives*

*Speakers: Mark Diebner, director of aviation, Dallas Love Field; Marily Mora, president and CEO, Reno-Tahoe Airport Authority; Jeff Mulder, director of airports, Tulsa International Airport; Ricky Smith, CEO, Baltimore/Washington International Thurgood Marshall Airport; Miguel Southwell, aviation general manager, Hartsfield-Jackson Atlanta International Airport*

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10:00 a.m. - 11:00 a.m.	<b>Refreshment And Networking Break In The Exhibit Hall</b>
<ul style="list-style-type: none"> <li>📍 Marsalls Hall</li> </ul>	Sponsored by: Sugar Foods Corp.

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11:00 a.m. - 12:00 p.m.	<b>Design Trends</b>
<ul style="list-style-type: none"> <li>🎧 Session 12</li> <li>📍 Landmark B/C</li> </ul>	<p>With future service levels uncertain, airports are moving toward flex designs in new constructions. From easy-to-expand terminals to new approaches to consolidated rental car facilities, the latest designs demand flexibility. This session will explore how designers and engineers are becoming more creative in how they build airports to fit the needs of today.</p> <p><i>Moderator: Andrew Telljohn, senior reporter, Airport Revenue News</i></p> <p><i>Speakers: Susan Baer, global airport planning leader, ARUP; Ty Osbaugh, principal and aviation and transportation practice area leader, Gensler; Thomas Rossbach, aviation architecture market leader, HNTB</i></p>

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12:00 p.m. - 1:00 p.m.	<b>Refreshment And Networking Break In The Exhibit Hall</b>
<ul style="list-style-type: none"> <li>📍 Marsalls Hall</li> </ul>	Sponsored by: PepsiCo

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1:00 p.m. - 2:00 p.m.	<b>Lunch In The Exhibit Hall</b>
<ul style="list-style-type: none"> <li>📍 Marsalls Hall</li> </ul>	Sponsored by: Concessions International Exhibit Hall Sponsored by: Westfield

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2:00 p.m.	<b>Exhibit Hall Closing</b>
<ul style="list-style-type: none"> <li>📍 Marsalls Hall</li> </ul>	

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2:30 p.m. - 3:15 p.m.	<b>Schmooze Time For Airports And Concessionaires: Session 1</b>
<ul style="list-style-type: none"> <li>🎧 Session 13A</li> <li>📍 Landmark A</li> </ul>	<p>Airports and concessionaires meet at scheduled times for special one-on-one discussions.</p> <p>Sponsored by: GrabMobile</p>

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3:15 p.m. - 3:30 p.m.	<b>Refreshment And Networking Break</b>
<ul style="list-style-type: none"> <li>📍 TBD</li> </ul>	

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3:30 p.m. - 4:30 p.m.	<b>Schmooze Time For Airports And Concessionaires: Session 2</b>
<ul style="list-style-type: none"> <li>🎧 Session 13B</li> <li>📍 Landmark A</li> </ul>	<p>Airports and concessionaires meet at scheduled times for special one-on-one discussions.</p> <p>Sponsored by: GrabMobile</p>

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6:00 p.m. - 9:30 p.m.	<b>ARN Awards Gala</b>
<ul style="list-style-type: none"> <li>📍 Landmark Foyer</li> </ul>	<p>The closing event to the ARN 2016 Revenue Conference &amp; Exhibition is a formal dinner and awards presentation celebrating excellence in the airport concession industry.</p> <p>Cocktail Reception: 6:00 p.m. - 7:00 p.m. Sponsored by: OTG Plated dinner service: 7:15 p.m. Awards Show Programming begins at 8:00 p.m.</p>

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# **BUSINESS EXPENSE**

**LLOYD HUBBS**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**2016**

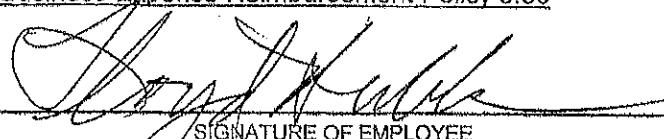
**MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT**

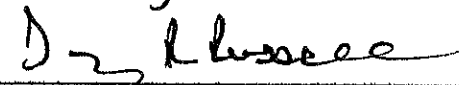
EMPLOYEE NAME <i>LLOYD HUBBS</i>			PERIOD COVERED <i>March 2016</i>	
DEPARTMENT/DIVISION <i>BOARD</i>				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
<i>3/17/16</i>	<i>60</i>	<i>BOARD Meeting</i>		
SUBTOTAL			SUBTOTAL	

**Computation of Reimbursement**

REIMBURSEMENT RATE: (see below) *	Rate as of January 2016	<i>60-</i> X 0.540
TOTAL MILEAGE REIMBURSEMENT		-
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)		-
TOTAL REIMBURSEMENT REQUESTED		<i>\$32.40</i>

I acknowledge that I have read, understand and agree to \*Authority Policy 3.30 - Business Expense Reimbursement Policy and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct.

Business Expense Reimbursement Policy 3.30  
  
 SIGNATURE OF EMPLOYEE

*Approved by the Executive Committee at its April, 4 2016 Meeting.*  
  
 DEPT./DIV. HEAD APPROVAL  
*Authority Clerk*