

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

BOARD **AGENDA**

Thursday, March 1, 2018
9:00 A.M.

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

Board Members

C. April Boling
Chairman

Greg Cox
Jim Desmond
Mark Kersey
Paul Robinson
Michael Schumacher
Mary Sessom
Mark B. West

Ex-Officio Board Members

Cory Binns
Col. Jason Woodworth

President / CEO

Kimberly J. Becker

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

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

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

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

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

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

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PRESENTATIONS:

A. PARAMETERS FOR THE FISCAL YEAR 2019 AND FISCAL YEAR 2020 OPERATING BUDGETS:

Presented by John Dillon, Director, Business and Financial Management

B. U.S. CUSTOMS AND BORDER PROTECTION'S (CBP) REIMBURSABLE SERVICES PROGRAM:

Presented by Hampton Brown, Senior Director, Air Service Development

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

STANDING BOARD COMMITTEES

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

ADVISORY COMMITTEES

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

LIAISONS

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

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

BOARD REPRESENTATIVES (EXTERNAL)

- **SANDAG TRANSPORTATION COMMITTEE:**
Representatives: Boling (Primary)

CHAIR'S REPORT:

PRESIDENT/CEO'S REPORT:

NON-AGENDA PUBLIC COMMENT:

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

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

CONSENT AGENDA (Items 1-14):

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

1. APPROVAL OF MINUTES:

The Board is requested to approve minutes of prior meetings.

RECOMMENDATION: Approve the minutes of the February 1, 2018, regular meeting.

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

The Board is requested to accept the reports.

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

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

3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM JANUARY 8, 2018 THROUGH FEBRUARY 4, 2018 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM JANUARY 8, 2018 THROUGH FEBRUARY 4, 2018:

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

(Procurement: Jana Vargas, Director)

4. MARCH 2018 LEGISLATIVE REPORT:

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2018-0016, approving the March 2018 Legislative Report.

(Inter-Governmental Relations: Michael Kulis, Director)

CLAIMS

5. REJECT THE CLAIM OF SENAIT DESTA:

The Board is requested to reject the claim.

RECOMMENDATION: Adopt Resolution No. 2018-0017, rejecting the claim of Senait Desta.

(Legal: Amy Gonzalez, General Counsel)

6. REJECT THE CLAIM OF ROBERT BOBBETT:

The Board is requested to reject the claim.

RECOMMENDATION: Adopt Resolution No. 2018-0018, rejecting the claim of Robert Bobbett.

(Legal: Amy Gonzalez, General Counsel)

7. REJECT THE CLAIM OF DONNA KASHANI:

The Board is requested to reject the claim.

RECOMMENDATION: Adopt Resolution No. 2018-0019, rejecting the claim of Donna Kashani.

(Legal: Amy Gonzalez, General Counsel)

COMMITTEE RECOMMENDATIONS

8. FISCAL YEAR 2018 SECOND QUARTER ACTIVITIES REPORT AND AUDIT RECOMMENDATIONS ISSUED BY THE OFFICE OF THE CHIEF AUDITOR:

The Board is requested to accept the report.

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

(Chief Auditor: Mark A. Burchyett, Chief Auditor)

CONTRACTS AND AGREEMENTS

9. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE AGREEMENT WITH MEYERS NAVE RIBACK SILVER & WILSON:

The Board is requested to approve the amendment.

RECOMMENDATION: Adopt Resolution No. 2018-0020, approving and authorizing the President/CEO to execute a Second Amendment to the Agreement with Meyers Nave Riback Silver & Wilson for Professional Legal Services extending the term for one year.

(Legal: Amy Gonzalez, General Counsel)

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

10. APPROVE THE FIRST AMENDMENT TO THE AGREEMENT WITH AECOM TECHNICAL SERVICES, INC., AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE THE AMENDMENT:

The Board is requested to approve an amendment.

RECOMMENDATION: Adopt Resolution No. 2018-0021, approving the first amendment to the agreement with AECOM Technical Services, Inc., and authorizing the President/CEO to exercise the first one-year option and increase the compensation amount by \$8,000,000 for a new not-to-exceed amount of \$68,000,000.

(Facilities Development: Iraj Ghaemi, Director)

11. AWARD A CONTRACT TO S&L SPECIALTY CONSTRUCTION, INC. FOR QUIETER HOME PROGRAM PHASE 9, GROUP 4, PROJECT NO. 380904 THIRTY-FOUR (34) NON-HISTORIC MULTI-FAMILY AND SINGLE-FAMILY UNITS ON NINETEEN (19) RESIDENTIAL PROPERTIES LOCATED WEST OF THE AIRPORT:

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2018-0022, awarding a contract to S&L Specialty Construction, Inc. in the amount of \$1,023,000 for Phase 9, Group 4, Project No. 380904, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

(Planning & Environmental Affairs: Brendan Reed, Director)

12. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH SERCO INC. TO PROVIDE RAMP CONTROL FACILITY SERVICES AT SAN DIEGO INTERNATIONAL AIRPORT:

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2018-0023, approving and authorizing the President/CEO to execute an agreement with Serco, Inc. to provide Ramp Control Facility Services for three (3) years with two (2) one-year extensions exercisable at the sole discretion of the President/CEO, in an amount not to exceed \$3,845,000.

(Airside Operations: Dean Robbins, Manager)

13. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE TWO ON-CALL AIRSIDE/LANDSIDE ENGINEERING CONSULTANT SERVICES AGREEMENTS AT SAN DIEGO INTERNATIONAL AIRPORT:

The Board is requested to approve agreements.

RECOMMENDATION: Adopt Resolution No. 2018-0024, approving and authorizing the President/CEO to execute an On-Call Airside/Landside Engineering Consulting Services Agreements, one with Atkins North America, Inc., and one with CH2M Hill, Inc., each for a term of three (3) years, with the option for two (2) one-year extensions, in an amount not-to-exceed \$10,000,000 each, and a maximum total aggregate amount not-to-exceed \$10,000,000 in support of the Capital Improvement and Major Maintenance programs at San Diego International Airport.

(Facilities Development: Iraj Ghaemi, Director)

14. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A 12KV DISTRIBUTION SYSTEM OPERATIONS, MAINTENANCE AND REPAIR SERVICES AGREEMENT:

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2018-0025, approving and authorizing the President/CEO to execute an Agreement for 12kV Distribution System Operations, Maintenance, and Repair Services with Chula Vista Electric Company, for a term of three (3) years, with the option for two (2) one-year extensions exercisable at the discretion of the President/CEO, for a total not-to-exceed amount of \$4,060,000.

(Facilities Management: David LaGuardia, Director)

PUBLIC HEARINGS:

OLD BUSINESS:

NEW BUSINESS:

15. ADOPTION OF AMENDED AUTHORITY POLICY 9.20 – SAN DIEGO INTERNATIONAL AIRPORT NOISE ADVISORY COMMITTEE:

The Board is requested to amend Board Policy 9.20.

RECOMMENDATION: Adopt Resolution No. 2018-0026, approving amendments to Authority Policy 9.20 – San Diego International Airport Noise Advisory Committee.

(Planning & Environmental Affairs: Brendan Reed, Director)

CLOSED SESSION:

- 16. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)
Name of Case: GGTW LLC v San Diego County Regional Airport Authority, et al.,
San Diego Superior Court Case No. 37-2016-00032646-CU-BC-CTL
- 17. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)
Name of Case: San Diego County Regional Airport Authority v. American Car
Rental, Inc., San Diego Superior Court Case No. 37-2016-00024056-CL-BC-CTL
- 18. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)
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
- 19. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)
Name of Case: K.S.A.N. L.L.C v. San Diego County Regional Airport Authority, et al.
San Diego Superior Court Case No. 37-2017-00024982-CU-NP-CTL
- 20. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal.
Gov. Code §54956.9)
Investigative Order No. R9-2012-0009 by the California Regional Water Quality
Control Board pertaining to an investigation of bay sediments at the Downtown
Anchorage Area in San Diego.
Number of potential cases: 1
- 21. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal.
Gov. Code §54956.9)
Navy Boat Channel Environmental Remediation
Number of potential cases: 1
- 22. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal.
Gov. Code §54956.9)
Number of potential cases: 2
- 23. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Cal. Gov. Code
§54956.9)
Number of cases: 1

24. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:

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

Name of Case: Future DB International, Inc. v. San Diego County Regional Airport Authority, et al.

San Diego Superior Court Case No. 37-2018-00001531-CU-CR-CTL

25. PUBLIC EMPLOYEE APPOINTMENT:

Cal. Gov. Code §54957

Title: Chief Auditor

REPORT ON CLOSED SESSION:

GENERAL COUNSEL REPORT:

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

BOARD COMMENT:

ADJOURNMENT:

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

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

Additional Meeting Information

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

For your convenience, the agenda is also available to you on our website at www.san.org.

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

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

UPCOMING MEETING SCHEDULE

<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Meeting Type</i>	<i>Location</i>
April	5	9:00 AM	Regular	Board Room



Discussion Regarding the Parameters for the FY 2019 and FY 2020 Operating Budgets

Presented by:

Scott Brickner, CPA

VP, Finance and Asset Management/ Treasurer

March 1, 2018

Agenda

- Strategic Plan
- Budget Challenges
- Budget Considerations
- Rating Agencies Airports Outlook
- Authority Financial Snapshot
- Budget Guidelines
- Budget Calendar



Strategic Plan



Authority Vision

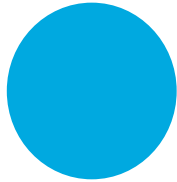
Mastering the Art of Airports

Future State Description

By FY 2022, we will be recognized globally as a passenger-focused, business-driven, community-centered enterprise for:

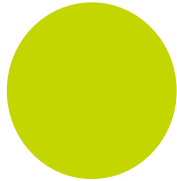
- Opening the first phase of the Airport Development Plan
- Expanding service to five continents
- Managing our financial, social, and environmental sustainability

Strategic Goals



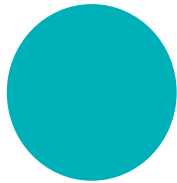
Community

Enhance community understanding of SAN as an economic engine and portal for prosperity.



Customer

Exceed our customers' expectations by introducing innovative service and facility enhancements.



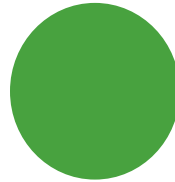
Employee

Develop leaders and a workforce aligned to the needs of our Strategic Plan that reflects the diversity of our community.



Financial

Execute a Plan of Finance that provides the financial resources necessary to achieve the FY 2022 Future State while maintaining the enterprise's strong financial position.



Operations

Grow and efficiently manage capacity, both landside and airside, including international facilities for future demand.

Fundamental building blocks to advance the ADP:

- Programmatic Document
- Environmental
- Financial Buy-in and Alignment
- Dynamic Staffing and Resourcing



Budget Challenges

FY 2019 – FY 2020 Challenges

Accelerated
ADP & Resource
Planning

Executing
Capital
Program

Significant Debt
Service

Finding
Innovative
Ways to
Operate

Identifying
New Revenue
Sources

Preserving and
Maximizing
Revenue

Operating
New FIS and
Parking Plaza

Competitive
Labor Market

Strain on
Facilities due to
Passenger
Growth



Budget Considerations



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Budget Considerations



Regulatory, Legal & Contractual Requirements



Air Service Development



Safety & Security



Credit Ratings



Community Trust



Employee Performance & Commitment



Customer Service



Facility Maintenance

Stress Test

- **In line with our Strategic Initiative:**
 - Ensure Plan of Finance is flexible, nimble and able to proactively address future changes
- **What is Stress Testing?**
 - Simulation technique
 - Used to gauge how certain stressors will affect a company or an industry
- **How are we going to do it?**
 - Run different scenarios of our main metrics in case of financial downturn
 - Identify expense reductions we can implement during this time
 - Examine our capital expenditures and reductions
 - Make sure we can meet our liabilities during this period



Rating Agencies Airports Outlook



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Rating Agencies Airports Outlook

Moody's – Positive

S&P – Stable

Fitch – Stable-to-Positive

Key drivers:

- Continued U.S. economic expansion
- Expected enplanement growth
- Airlines to expand seat capacity
- Larger capital programs results in higher debt service levels
- Airports face parking revenue declines from shifting transportation choices



Authority Financial Snapshot

Current Debt Profile

Series	Lien	Principal Outstanding (millions)	Maturity
General Airport Revenue Bonds (GARB) and Variable Debt			
Revolving Line of Credit	Subordinate	\$26.4	2017 - 2020
2010 Bonds	Subordinate	\$537.0	2011 - 2040
2013 Bonds	Senior	\$373.3	2015 - 2043
2017 Bonds	Subordinate	\$291.2	2018 - 2047
Total		\$1,227.9	
Special Facilities Bond (Rental Car Center)			
2014 Bonds	Senior	\$305.3	2018 - 2043
Total		\$305.3	

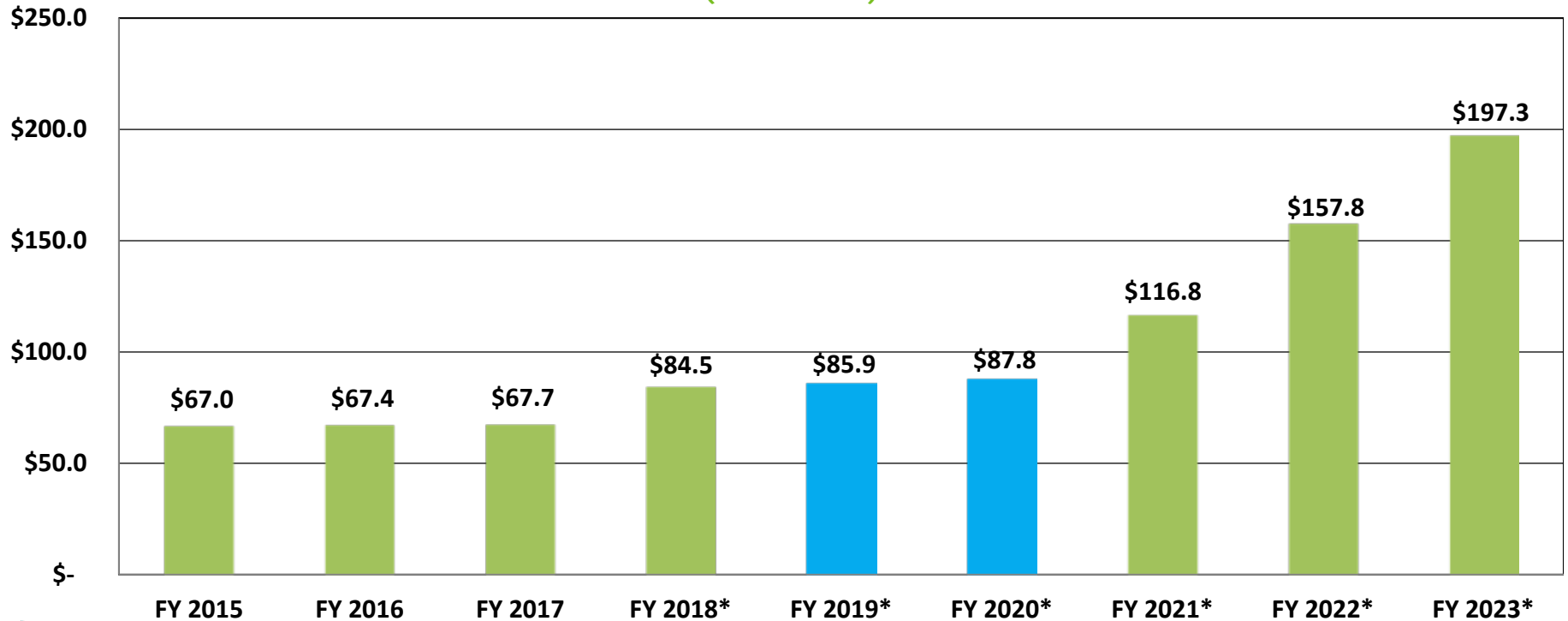
Future Anticipated Debt

Series	Maturity
General Airport Revenue Bonds (GARB) and Variable Debt	
Capital Program Projects*	2021 - 2049
Airport Development Plan*	2023 - 2059

*Pending Board Approval

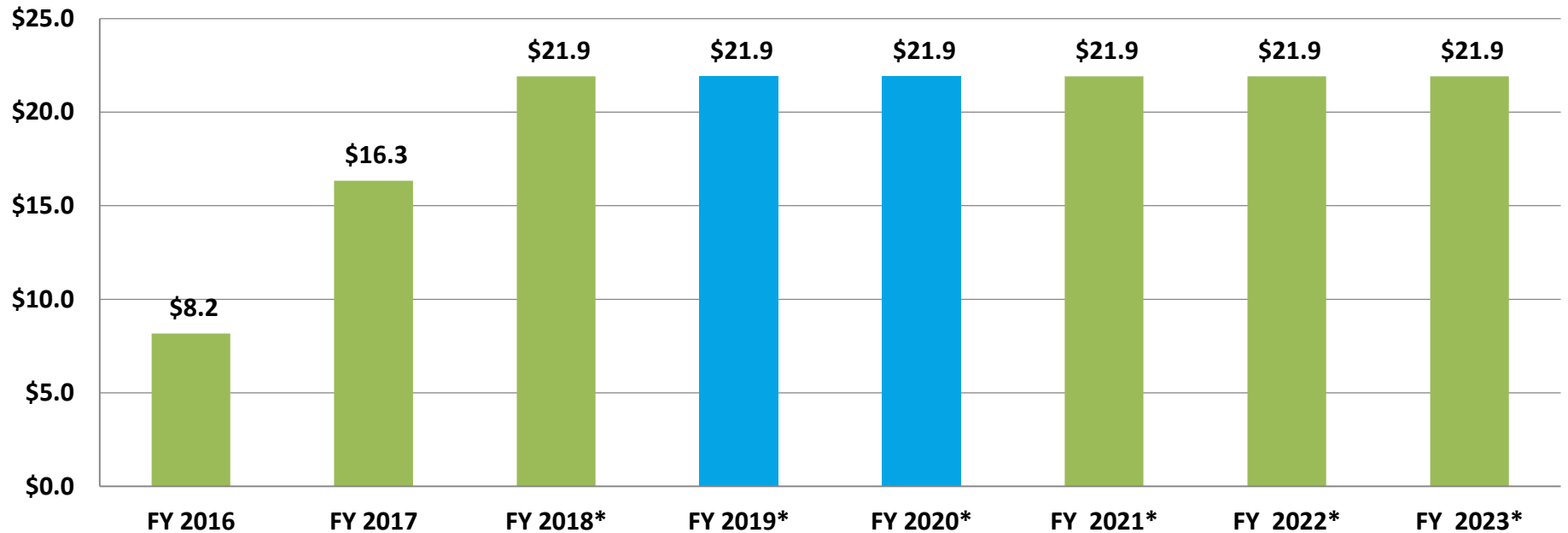
General Airport Revenue Bond (GARB) and Variable Debt Service

(in millions)



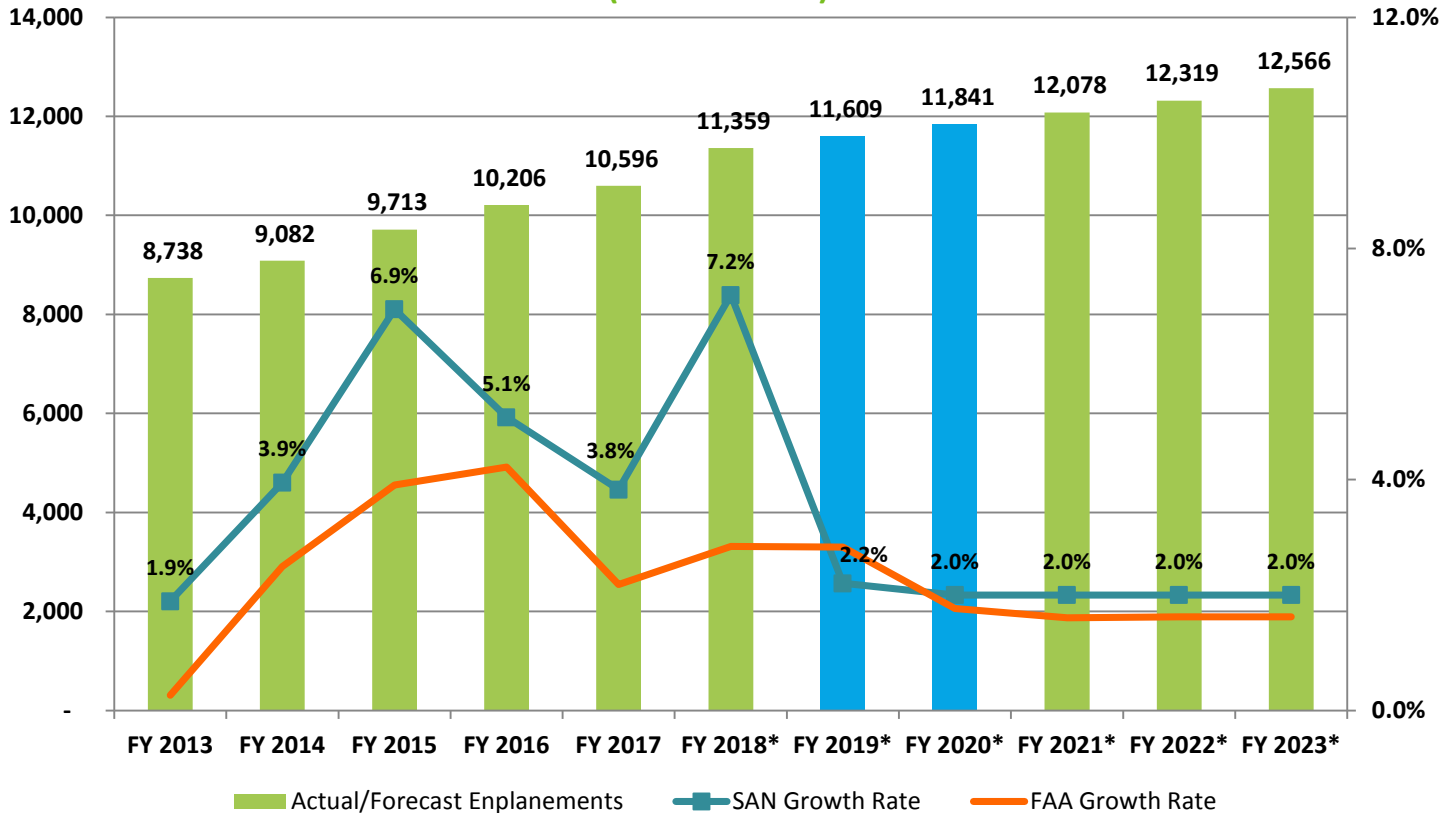
Special Facilities Debt Service for RCC

(in millions)



Enplanements Forecast

(in thousands)



*Projected FY 2018 - FY 2023

Revenue Assumptions

Airline Revenue

- Recovery methodology remains the same*

<i>Fiscal Year</i>	<i>Terminal</i>	<i>Security</i>	<i>Airfield</i>	<i>CUPPS</i>
FY 2019	70%	95%	100%	100%
FY 2020	70%	95%	100%	100%

- Federal Inspection Services (FIS) charge increase with the opening of a new facility
- Negotiate the airline operating lease agreement to address current and future needs

Non-Airline Revenue

- **Concessions, Rental Car, License Fees, CFCs and PFCs**
 - Adjust revenue forecast based on the current trends
 - Increase revenue with the growth of enplanements

Revenue Assumptions

- **Parking**
 - FY 2019 – opening of the T2 Parking Plaza
 - FY 2020 –Harbor Dr. Parking Lot is closed to passengers due to the construction of new CIP projects
- **Ground Transportation**
 - Meetings with modes to discuss trip fee methodology on February 7 and February 26
- **Ground Rents**
 - FY 2020 – opening of new Belly Cargo and Northside Cargo facilities

Expense Assumptions

Personnel

- Accommodate staffing and resource needs for ADP and its supporting projects

Salary and Wages

- Pay-for-performance
- Contractually required union increases

Health and Dental Benefits

- Health: FY 2019 – FY 2020 market projected renewal rate of 9.0%
- Dental: FY 2019 – FY 2020 market projected renewal rate of 4.0%

Retirement Benefits

- FY 2019 actuarial rate of 17.2%
- FY 2020 actuarial rate of 18.1%
- FY 2019 – FY 2020: Additional contribution of 1% of Actuarial Liability until the funded ratio in the valuation is greater than or equal to 95%

Expense Assumptions

Non-Personnel

- Parking Plaza operating and maintenance expenses
- New FIS operating and maintenance expenses
- Increase in janitorial expenses
- Evaluating maintenance costs in light of the future capital development
- Security costs planned increases
- Utilities rate increase (water & SDG&E)
- New Rental Car Center buses starting September, 2018



Budget Guidelines



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FY 2019 – FY 2020 Budget Guidelines

Budget should be aligned with the 5-year Strategic Plan & FY 2019 - 2020 Goals

- **Review current spending and identify opportunities to reduce or eliminate expenses**
- **Personnel Expenses:** Evaluate new positions based on cost/benefit analysis:
 - Costs and risks of not filling the position
 - Savings/revenues to offset the cost of the new position
 - Different alternatives to meet the needs of the Airport Authority
 - Can the needs be met by other functions within the organization (collaborate with other departments)
 - Prioritize the position against other requests

FY 2019 – FY 2020 Budget Guidelines

- **Non-Personnel Expenses:**
 - Assess current expenses and future needs (including ADP)
 - Consider alternative methods and solutions
 - Collaborate with other departments

Budget Calendar



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Budget – Timeline of Key Dates

JANUARY

FEBRUARY

MARCH

APRIL

MAY

JUNE

Jan. 23

Department
Goals were Due

Feb. 1

Board Meeting
Budget
Calendar

March 1

Board Meeting
Discussion of
FY 2019 – 2020
Operating
Budget
Parameters

April 19

Board Meeting
Capital Program
Budget Workshop

May 17

Board Meeting
Budget Workshop

June 7

Board Meeting
Formal Budget
Adoption

Jan. 29

Budget Kick-off
Meeting
FY 19 & FY 20

April 30

Distribute Draft
of Proposed
Budget to Board



Questions?



U.S. Customs and Border Protection Reimbursable Services Program

Hampton Brown
Senior Director,
Air Service Development

US CBP Port of San Diego



Handles SAN International Arrivals (06:00-22:00 hours)

General Aviation International Arrivals at SAN and CLD

Cruise ship arrivals at sea port

Naval / military arrivals at sea port

Small boat arrivals at sea port



The CBP Challenge

CBP Challenges

- Record increases in passenger and cargo volumes
- Personnel and infrastructure resources under increasing strain
- Wait times at borders increasing

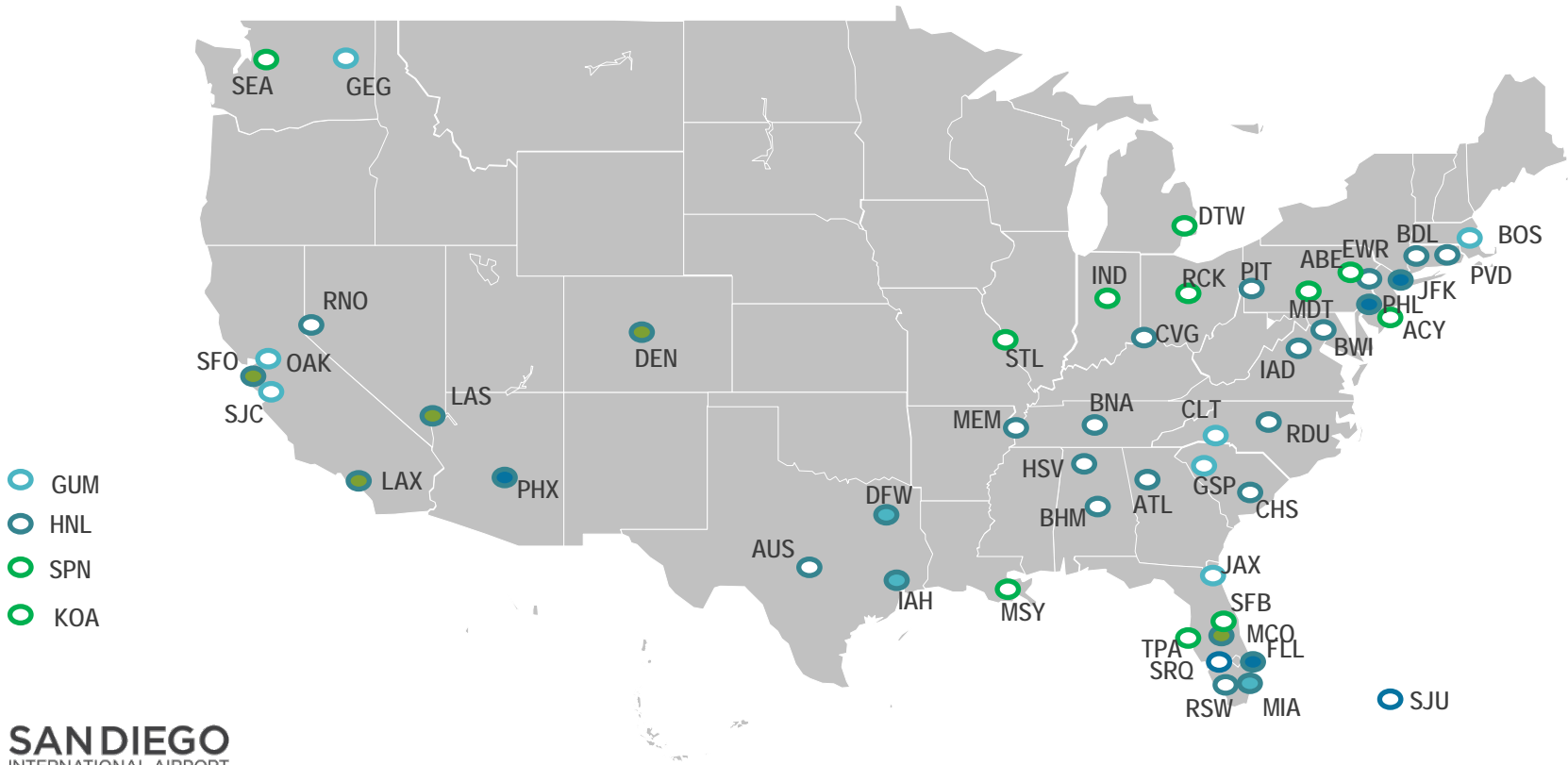
CBP Solution

- Reimbursable Service Program authorized by Homeland Security Act and Cross-Border Trade Enhancement Act
- Authorizes CBP and stakeholders to enter into agreements to address these challenges

Reimbursable Services Program

- The Reimbursable Service Program (RSP) enables CBP to support additional requests for services while also managing rising volumes of travel and trade
- Under RSPs CBP has been able to provide more processing hours at ports of entry since the program began in December 2013
- RSPs have increased border throughput and decreased border wait times
- For Airports, RSPs can only be used for CBP officer overtime hours and agricultural services

Airport RSPs have grown since 2013



San Diego is at a disadvantage

- CBP/SAN is staffed at best 16 hours per day, CBX/TIJ is staffed 24 hours
- Candidate airlines need to build schedules that allow for maximum connections and the highest chance of success
- Takeoff hours (06:30 – 23:30) and CBP arrival hours (06:00 – 22:00) impact an airline's ability to schedule at the best time for its hub connection banks
- RSP is already being used by competing interests for CBP time (Dole)

Questions?

DRAFT

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD
MINUTES
THURSDAY, FEBRUARY 1, 2018
SAN DIEGO INTERNATIONAL AIRPORT
BOARD ROOM**

CALL TO ORDER: Chairman Boling called the regular meeting of the San Diego County Regional Airport Authority to order at 9:08 a.m. on Thursday, February 1, 2018, in the Board Room at the San Diego International Airport, Administration Building, 3225 North Harbor Drive, San Diego, CA 92101.

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

ROLL CALL:

PRESENT: Board Members: Binns (Ex Officio), Boling (Chairman), Cox, Desmond, Kersey, Robinson, Schumacher, West, Woodworth (Ex Officio)

ABSENT: Board Members: Sessom

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

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

Chair Boling nominated Board Member Schumacher to serve on the Executive Committee, and Board Member Robinson to serve as Vice Chair.

ACTION: Moved by Board Member Cox and seconded by Board Member Desmond to approve the appointment of Board Member Robinson as Vice Chair of the Board and Board Member Schumacher to the Executive Committee. Motion carried by the following votes: YES – Boling, Cox, Desmond, Robinson, Schumacher, West; NO – None; ABSENT – Kersey, Sessom; (Weighted Vote Points: YES – 66; NO – 0; ABSENT – 21).

Board Member Kersey arrived at the meeting at 9:11 a.m.

PRESENTATIONS:

A. SDCERS 2017 AIRPORT PENSION VALUATION AND FUTURE FUNDING REQUIREMENTS:

Gregg Rademacher, Chief Executive Officer, and Marcelle Voorhies Rossman, Chief Benefits Officer, SDCERS, provided a presentation on the SDCERS 2017 Airport Pension Valuation and Future Funding Requirements which included the Valuation Process; Timing; Plan Effective Dates; Assumption Changes; National Trend; Member Contribution Rates; Airport Authority's Assets and Liabilities, Contributions, Gains and Losses and Factors Contributing to UAL Changes; June 30, 2017 Actuarial Valuation Results; Baseline Projection and Projection with Additional Contributions.

B. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE SIX MONTHS ENDED DECEMBER 31, 2017:

Kathy Kiefer, Senior Director, Finance and Asset Management, and John Dillon, Director, Financial Management, provided a presentation on the Unaudited Financial Statements for the Six Months Ended December 31, 2017, which included Operating Revenues, Operating Expenses, Non-Operating Revenue and Expenses, Financial Summary, Statement of Net Positions, and Budget Timeline of Key Dates.

CHAIR'S REPORT: Chairman Boling recognized Board Member Gleason for his years of service on the Authority Board and presented him with a gift on behalf of the Authority. She also welcomed Board Member West to the Board. Chair Boling stated that the Board Retreat will be held on March 9 and 10.

PRESIDENT/CEO'S REPORT: Kimberly Becker, President/CEO, reported that there was a 6.9% increase in annual passengers' travel from 2016, making it the third consecutive year of substantial increases. She reported air service will begin by Alaska Airlines between SAN and Seattle, and that several airlines will have new routes from SAN starting Spring, 2018. She announced Southwest Airlines to Puerto Vallarta, Lufthansa to Frankfurt, Germany and Alaska Airlines to San Francisco from a merger with Virgin America Airlines. She also reported that the Authority sponsored its fifteenth Take Flight session. She stated that to date more than 538 students have participated in this program from 16 different colleges and high schools. Ms. Becker also reported that Angela Shafer-Payne, Vice President, Airport Planning, joined her in San Francisco to attend the Airports Biometrics Roundtable event hosted by ACI-NA and AAAE. She stated that the event provided a valuable opportunity to hear from senior management, regulatory agencies and trade organizations about biometrics in U.S. airports.

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

STANDING BOARD COMMITTEES

- **AUDIT COMMITTEE:** Board Member Robinson reported that members of the Committee will hold additional interviews on February 12 to continue the search for a new Chief Auditor.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:** Kim Becker, President/CEO, reported that updates were received on large current projects, which included the Parking Plaza and the Federal Inspection Services (FIS) facility. She reported that information was also provided on technology and Public Art, along with updates on Small Business Development and Storm Water Master Planning. She also reported that the Committee was presented information on the ADP Procurement process.
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:** Board Member Desmond reported that the Committee met in Closed Session to conduct midyear performance evaluations for the President/CEO and General Counsel.
- **FINANCE COMMITTEE:** Chair Boling reported the Committee met and reviewed the financial statements and investment reports.

ADVISORY COMMITTEES

- **AUTHORITY ADVISORY COMMITTEE:** Board Member Robinson reported that the next meeting is on March 7.
- **ART ADVISORY COMMITTEE:** Diana Lucero, Director, Vision, Voice & Engagement, reported that the temporary exhibition pieces for Figure of Speech are to be completed by mid-March. She reported that the Performing Arts weekly concert series are continuing and that as part of Public Art, the Admiral Boland Way project is moving forward with the installation of a mural in February, 2018. She stated that the mural will be on view until January, 2019. She reported that the Design Ahead program, highlighting designs by students from City College, will be on display soon as part of the Art program's Community Partnership component.

LIAISONS

- **AIRPORT LAND USE COMPATIBILITY PLAN:** None

- **CALTRANS:** Board Member Binns reported that new funding has been received by CALTRANS that will be focused primarily on asset management. He reported that efforts are underway to focus on repair of infrastructure.
- **INTER-GOVERNMENTAL AFFAIRS:** Board Member Cox reported that on January 22nd, following a three-day federal government shutdown, President Trump signed into law a three-week stopgap funding measure. He stated that this action provides funding for the federal government through February 8th. He reported that during his January 30th State of the Union address, President Trump called on Congress to produce a \$1.5 Trillion infrastructure bill that would leverage state and local funding, encourage private sector investment and streamline the permitting and approval process. He also reported that Authority representatives are scheduled to meet on February 28th with San Diego Councilmember Georgette Gómez, who was recently elected Chair of the Metropolitan Transit System Board of Directors. He stated that February 16th is the deadline for bills to be introduced in the State Legislature this year.
- **MILITARY AFFAIRS:** None.
- **PORT:** None.
- **WORLD TRADE CENTER:** Chair Boling reported that a recent workshop was held to review the structure of the World Trade Center, and its relation to the San Diego area.

BOARD REPRESENTATIVES (EXTERNAL)

- **SANDAG TRANSPORTATION COMMITTEE:** Chair Boling reported that the SANDAG Board of Directors will be holding their annual retreat February 7th to 9th and that Authority staff is expected to attend on behalf of the Board.

NON-AGENDA PUBLIC COMMENT:

SANDY VALONE, SAN DIEGO, spoke in regard to METROPLEX related concerns and provided a hand out to the Board.

CONSENT AGENDA (Items 1-14):

ACTION: Moved by Board Member Desmond and seconded by Board Member West to approve the Consent Agenda. Motion carried by the following votes: YES – Boling, Cox, Desmond, Kersey, Robinson, Schumacher, West; NO – None; ABSENT – Sessom; (Weighted Vote Points: YES – 79; NO – 0; ABSENT – 8).

1. **APPROVAL OF MINUTES:**
RECOMMENDATION: Approve the minutes of the January 4, 2018, regular meeting.
2. **ACCEPTANCE OF BOARD AND COMMITTEE MEMBERS WRITTEN REPORTS ON THEIR ATTENDANCE AT APPROVED MEETINGS AND PRE-APPROVAL OF ATTENDANCE AT OTHER MEETINGS NOT COVERED BY THE CURRENT RESOLUTION:**
RECOMMENDATION: Accept the reports and pre-approve Board member attendance at other meetings, trainings and events not covered by the current resolution.
3. **AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM DECEMBER 11, 2017 THROUGH JANUARY 7, 2018 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM DECEMBER 11, 2017 THROUGH JANUARY 7, 2018:**
RECOMMENDATION: Receive the report.
4. **FEBRUARY 2018 LEGISLATIVE REPORT:**
RECOMMENDATION: Adopt Resolution No. 2018-0005, approving the February 2018 Legislative Report.
5. **ANNUAL REVIEW AND NOTIFICATION OF BOARD MEMBER WEIGHTED VOTE POINT ALLOCATION AS REQUIRED BY SECTION 170014 OF THE CALIFORNIA PUBLIC UTILITIES CODE:**
RECOMMENDATION: Adopt Resolution No. 2018-0006, accepting the Board member weighted vote point allocation as required by Section 170014 of the California Public Utilities Code.
6. **APPOINTMENTS TO BOARD COMMITTEES, LIAISON POSITIONS, OTHER REPRESENTATIVE AND ALTERNATE POSITIONS:**
RECOMMENDATION: Adopt Resolution No. 2018-0007, making appointments to Board committees, liaison positions, the Art Advisory Committee, the SANDAG Transportation Committee, and the World Trade Center Board.

7. **APPOINTMENT OF AUTHORITY ADVISORY COMMITTEE MEMBERS:**
RECOMMENDATION: Adopt Resolution No. 2018-0008, approving appointments to the Authority Advisory Committee.

CLAIMS

COMMITTEE RECOMMENDATIONS

8. **ACCEPTANCE OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE SIX MONTHS ENDED DECEMBER 31, 2017:**
RECOMMENDATION: The Finance Committee recommends that the Board accept the report.
9. **ACCEPTANCE OF THE AUTHORITY'S INVESTMENT REPORT AS OF DECEMBER 31, 2017:**
RECOMMENDATION: The Executive/Finance Committee recommends that the Board accept the report.

CONTRACTS AND AGREEMENTS

10. **APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A FIRST AMENDMENT TO THE AGREEMENT WITH WILLIS INSURANCE SERVICES OF CALIFORNIA, INC.:**
RECOMMENDATION: Adopt Resolution No. 2018-0009, approving and authorizing the President/CEO to execute a First Amendment to the Agreement with Willis Insurance Services of California, Inc. increasing the compensation amount by \$137,000 for a total not-to-exceed amount of \$750,000.

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

11. **APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE TWO ON-CALL TERMINAL AND BUILDINGS ARCHITECTURAL AND ENGINEERING CONSULTANT SERVICES AGREEMENTS AT SAN DIEGO INTERNATIONAL AIRPORT:**
RECOMMENDATION: Adopt Resolution No. 2018-0010, approving and authorizing the President/CEO to execute two On-Call Terminal and Buildings Architectural and Engineering Consultant Services Agreements, one with Rivers & Christian, and one with Pierce Goodwin Alexander & Linville, Inc. "(PGAL)", each for a term of three years, with the option for two one-year extensions, in an amount not-to-exceed \$10,000,000 each, and a maximum total aggregate amount not-to-exceed \$10,000,000, in support of the Capital Improvement and Major Maintenance Programs at San Diego International Airport.

- 12. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE TWO ON-CALL MECHANICAL, ELECTRICAL, AND PLUMBING CONSULTING SERVICES AGREEMENTS AT SAN DIEGO INTERNATIONAL AIRPORT:**
RECOMMENDATION: Adopt Resolution No. 2018-0011, approving and authorizing the President/CEO to execute an On-Call Mechanical, Electrical, and Plumbing Consulting Services Agreement with MA Engineers, Inc., and Stantec Consulting Services, Inc., for a term of three years, with the option for two one-year extensions, in an amount not-to-exceed \$10,000,000 each, and a maximum total aggregate amount not-to-exceed \$10,000,000 in support of the Capital Improvement and Major Maintenance Programs at San Diego International Airport.
- 13. AWARD A CONTRACT TO S&L SPECIALTY CONSTRUCTION, INC. FOR QUIETER HOME PROGRAM PHASE 9, GROUP 3, PROJECT NO. 380903, SIXTY-EIGHT (68) NON-HISTORIC MULTI-FAMILY AND SINGLE FAMILY UNITS ON TWENTY-NINE (29) RESIDENTIAL PROPERTIES LOCATED EAST AND WEST OF THE AIRPORT:**
RECOMMENDATION: Adopt Resolution No. 2018-0012, awarding a contract to S&L Specialty Construction, Inc. in the amount of \$ 1,337,000 for Phase 9, Group 3, Project No. 380903, of the San Diego County Regional Airport Authority's Quieter Home Program.
- 14. AWARD A CONTRACT TO LEONIDA BUILDERS, INC., FOR REPLACE SIDEWALK TERMINAL 2 WEST TO GREEN BUILD AT SAN DIEGO INTERNATIONAL AIRPORT:**
RECOMMENDATION: Adopt Resolution No. 2018-0013, awarding a contract to Leonida Builder, Inc., in the amount of \$1,038,222 for Project No. 104226, replace sidewalk Terminal 2 West to Green Build at San Diego International Airport.

PUBLIC HEARINGS: None.

OLD BUSINESS: None.

NEW BUSINESS:

15. AWARD A SEVEN-YEAR CONCESSION LEASE TO SFS INVESTORS, LLC TO DESIGN, BUILD AND OPERATE A DUTY FREE CONCESSION WITHIN TERMINAL 2 WEST:

Eric Podnieks, Program Manager, Business Management, provided a presentation on the requested Duty Free Concession lease within Terminal 2 West which included Summary of Proposals, Concession Location Existing Conditions, Proposed Location Conversion for Single Unit, and Duty Free-Sky Free Shop Proposed Design.

Scott Brickner, Vice President, Finance and Asset Management/Treasurer, stated that, as noted in the staff report, a long term lease to sell exclusive items, such as this one, requires FAA approval. He reported that the FAA has been provided the information, and if the lease is approved by the Board, it will be contingent on receiving the requested FAA approval.

RECOMMENDATION: Adopt Resolution No. 2018-0014, awarding a seven-year concession lease to SFS Investors, LLC to design, build and operate a Duty Free concession in Terminal 2 West at San Diego International Airport and authorize the President/CEO to take all necessary actions to execute the concession lease.

ACTION: Moved by Board Member Desmond and seconded by Board Member West to approve staff's recommendation. Motion carried by the following votes: YES – Boling, Cox, Desmond, Kersey, Robinson, Schumacher, West; NO – None; ABSENT – Sessom; (Weighted Vote Points: YES – 79; NO – 0; ABSENT – 8).

The Board recessed at 10:44 a.m. and reconvened at 10:46 a.m.

BOARD COMMENT: Board Member Desmond stated that at recent SANDAG meetings, it was suggested that the Palm Street trolley stop be renamed to the Airport Stop as long as there is transportation. He requested that staff investigate this request and determine if the Rental Car Center buses can be routed to pick up passengers at the Palm Street trolley stop.

Chair Boling reported that she was contacted by Supervisor Ron Roberts's staff in this regard and informed that the Authority and other stakeholders will be gathering later this month to take a comprehensive look at pedestrian friendly concerns.

Kimberly Becker, President/CEO, stated that the Authority and Port of San Diego are looking into applying for a CALTRANS Sustainable Community Grant to fund possible pedestrian area improvements that could assist with concerns in this regard.

CLOSED SESSION: The Board recessed into Closed Session at 10:50 a.m. to discuss Items 16, 18, 22 and 24.

- 16. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)
Name of Case: GGTW LLC v San Diego County Regional Airport Authority, et al., San Diego Superior Court Case No. 37-2016-00032646-CU-BC-CTL
- 17. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)
Name of Case: San Diego County Regional Airport Authority v. American Car Rental, Inc., San Diego Superior Court Case No. 37-2016-00024056-CL-BC-CTL
- 18. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)
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
- 19. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)
Name of Case: K.S.A.N. L.L.C v. San Diego County Regional Airport Authority, et al. San Diego Superior Court Case No. 37-2017-00024982-CU-NP-CTL
- 20. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)
Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.
Number of potential cases: 1
- 21. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)
Navy Boat Channel Environmental Remediation
Number of potential cases: 1

- 22. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)
Number of potential cases: 2
- 23. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Cal. Gov. Code §54956.9)
Number of cases: 1
- 24. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)
Name of Case: Future DB International, Inc. v. San Diego County Regional Airport Authority, et al.
San Diego Superior Court Case No. 37-2018-00001531-CU-CR-CTL

REPORT ON CLOSED SESSION: The Board reconvened into Open Session at 11:14 a. m. Ms. Gonzalez reported that in regards to Item 16, the Board provided direction to General Counsel. There was no other reportable action.

GENERAL COUNSEL REPORT: None.

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

ADJOURNMENT: The meeting adjourned at 11:15 a.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD THIS 1st DAY OF MARCH, 2018.

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

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MARCH 1, 2018**

Subject:

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

Recommendation:

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

Background/Justification:

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

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

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

The Board is also being requested to pre-approve Board Member attendance at meetings of the multi-agency policy group addressing off-airport roadway access; and Board Member and Audit Committee member attendance at meetings of the ad hoc search committee to fill the position of the Chief Auditor.

Fiscal Impact:

Board and Committee Member Compensation is included in the FY 2018 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

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

Corporate & Information Governance

Period Covered: February 2018

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

BOARD MEMBER NAME:		DATE:
C. APRIL BOLING		2/20/18
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: February 4, 2018 Time: 9:00 am Location: Airport	ALUC/Board Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input checked="" type="checkbox"/> Res.2009-0149R	Date: February 5, 2018 Time: 3:30 pm Location: Mayor's Office	Qrtly. Meeting with Mayor
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: February 6, 2018 Time: 5:00 pm Location: San Diego Marriott Marquis	SD Chamber of Commerce 147th Anniversary Celebration Event
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: February 15, 2018 Time: 9:00 am Location: Airport	Exec./Finance Committee Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: February 2, 2018 Time: 9:00 am Location: SANDAG	SANDAG Transportation 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: 

JIM DESMOND

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

Board Member Event/Meeting/Training Report Summary

Period Covered: _____ Dec 2017 – Feb 2018 _____

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

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
James Desmond		February 17 th , 2018
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: Dec 7, 2017 Time: 9am Location: SDIA	Board Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Jan 11, 2018 Time: 9am Location: SDIA	Executive Personal and Compensation Committee
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Feb 1, 2018 Time: 9am Location: SDIA	Board Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: _____ Jim Desmond _____

A. HOLLINGWORTH

FEB 12 2018

Corporate & Information Governance

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

Period Covered: 1/10 2018

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

BOARD MEMBER NAME:		DATE:
ANDREW HOLLMAN		2/12/2018
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 2/12/2018 Time: 10:00-12:00 Location: Board Room	Airport Authority Audit Cmte meet
<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: Andrew Hollman

MARK KERSEY

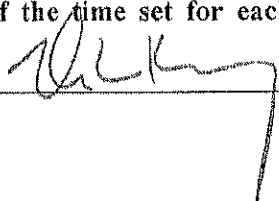
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary

Period Covered: February 2018

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

BOARD MEMBER NAME:		DATE:
Mark Kersey		2/15/18
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: February 1, 2018 Time: 9:00 am Location: 3225 N Harbor Drive	BOD / ALUC Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: February 15, 2018 Time: 9:00 am Location: 3225 N Harbor Drive	Special BOD and Executive / Finance Committee
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

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

Signature: 

PAUL ROBINSON

SDCRAA
 FEB 15 2018

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

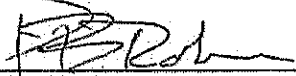
Corporate & Information Governance

Period Covered: 2/28/18

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

BOARD MEMBER NAME:		DATE:
Paul Robinson		2/1/18
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 2/1/18 Time: 9:00 a.m. - 12:00 p.m. Location: SDCRAA Bd. Rm	SDCRAA Bd / ALVE Mtgs.
<input checked="" type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 2/12/18 Time: 10:00 a.m. - 5:30 p.m. Location: SDCRAA Bd Rm / Tuskegee Rm	Audit Comm Mtg - Interview Chief Auditor Candidates
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 2/13/18 Time: 11:00 a.m. - 11:30 p.m. Location: Tuskegee Rm	Interview Chief Auditor Candidates
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: 2/15/18 Time: 9:00 a.m. - 10:00 a.m. Location: SDCRAA Bd. Rm	Exec. Finance 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:	

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

Signature: 

M. SCHUMACHER

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

Period Covered: Feb 28, 2018

SDCRAA
FEB 21 2018
Corporate & Information Governance

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

BOARD MEMBER NAME:		DATE:
Michael Schumacher		2/28/18
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: February 1, 2018 Time: 9:00 am Location: SDCRAA Office	Board meeting/ALUC
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: February 12, 2018 Time: 9:00 am Location: SDCRAA Office	Auditor search--interviews
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: February 13, 2018 Time: 11:00 am Location: SDCRAA Office	Auditor search--interviews
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: February 15, 2018 Time: 9:00 am Location: SDCRAA Office	Board meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

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

Signature: Michael Schumacher Digitally signed by Michael Schumacher
Date: 2017.03.29 08:32:08 -0700'

MARY SESSOM

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary
 Period Covered: JAN - FEB 2018

SDCRAA FEB 15 2018 Corporate & Information Governance

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

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
MARY Sessom		2-15-18
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1-22-18 Time: 9:00 AM Location: SDCRAA	EXECUTIVE/FINANCE COMMITTEE MTG.
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: Mary Sessom

DON TARTRE

FEB 13 2018

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

Corporate & Information Governance

Period Covered: 11/13-2017 to 2/13-2018

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

BOARD MEMBER NAME:		DATE:
<i>Don Tartre</i>		<i>Feb. 13, 2018</i>
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: <i>Mon, Nov. 13, 2017</i> Time: <i>10 AM</i> Location: <i>Tuskegee Cal. Rn</i>	<i>Search Committee for Chief Auditor</i>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: <i>Mon, Nov. 20, 2017</i> Time: <i>10 AM</i> Location: <i>BoD Rn</i>	<i>Audit Committee</i>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: <i>Fri, Jan. 26, 2018</i> Time: <i>10 AM</i> Location: <i>Turkeyee</i>	<i>Search Committee for Chief Auditor</i>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: <i>Mon, Feb. 12, 2018</i> Time: <i>10 AM to 5 PM</i> Location: <i>BoD Rn / Turkeyee</i>	<i>1) Audit Committee for</i> <i>2) Search Committee for Chief Auditor</i>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: <i>Tue, Feb. 13, 2018</i> Time: <i>11 AM - 2 PM</i> Location: <i>Turkeyee Cal. Rn</i>	<i>Search Committee for Chief Auditor</i>
<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: *Don Tartre*

MARK WEST

SDCRAA

FEB 22 2018

Corporate & Information Governance

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary
 Period Covered: February 2018

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

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
Mark B. West		2/18/2018
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/1/2018 Time: 9-11 Location: SDCRAA	San Diego County Regional Airport Authority Board/ALUC Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/5 Time: 11-1 Location: SDCRAA	Airport Authority New Board Member Orientation
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/12 Time: 9-11 Location: SDCRAA	SDCRAA Audit Committee Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/14 Time: 11-1 Location: SDCRAA	Airport Authority New Board Member Orientation
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/15 Time: 9-11 Location: SDCRAA	SDCRAA Executive/Finance Committee Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/20 Time: 11-1 Location: SDCRAA	Airport Authority New Board Member Orientation
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/26 Time: 11-1 Location: SDCRAA	Airport Authority New Board Member Orientation
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

STAFF REPORT

Meeting Date: **MARCH 1, 2018**

Subject:

Awarded Contracts, Approved Change Orders from January 8, 2018 through February 4, 2018 and Real Property Agreements Granted and Accepted from January 8, 2018 through February 4, 2018

Recommendation:

Receive the Report.

Background/Justification:

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

Fiscal Impact:

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

Amount to vary depending upon the following factors:

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

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

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

Application of Inclusionary Policies:

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

Prepared by:

JANA VARGAS
DIRECTOR, PROCUREMENT

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN January 8, 2018 - February 4, 2018

New Contracts

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
1/8/2018		Detecon, Inc.	In collaboration with the Authority, the Contractor will develop and operate an Innovation lab on-site, where start-ups, companies, individuals, and airport executives can work together to create and test ideas to drive airport innovation and improve the passenger experience at San Diego International Airport.	RFP	Information and Technology Services	\$931,500.00	1/2/2020
1/16/2018		The Chantry Corporation LTD	The Contractor will provide software services needed to host, support and maintain the Parking Revenue and Control System (PARCS) online parking booking system for the Terminal 2 Parking Plaza at San Diego International Airport. The Chantry Corporation was the selected firm to install & integrate the new PARCS system with existing technology, and therefore they are uniquely qualified to ensure consistent service.	Sole Source	Ground Transportation	\$300,000.00	12/31/2020
1/22/2018		Austin Faure	The Contractor will provide on-call professional video production and creative services for San Diego County Regional Airport Authority.	Informal RFP	Vision, Voice and Engagement	\$49,500.00	12/31/2018
1/26/2018		Wingrove Studios Corp.	The Contractor will provide original performance art, facilitate related participatory experiences and workshops for the public, inspired by and for San Diego International Airport.	Informal RFP	Vision, Voice and Engagement	\$15,000.00	7/30/2018
1/30/2018		Chandler Asset Management, Inc.	The Contractor will provide professional investment management services for San Diego County Regional Airport Authority.	RFP	Finance	\$980,000.00	1/31/2021

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN January 8, 2018 - February 4, 2018

New Contracts Approved by the Board

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
1/9/2018		CPM LTD dba Manpower Temporary Services	The contract was approved by the Board at the October 5, 2017 Board Meeting. The Contractor will be part of a pool pre-approved to provide on-call temporary staffing placement services for the San Diego County Regional Airport Authority.	RFP	Talent, Culture & Capability	\$3,000,000.00	12/19/2020
1/22/2018		ACTONE Government Solutions, Inc.	The contract was approved by the Board at the October 5, 2017 Board Meeting. The Contractor will be part of a pool pre-approved to provide on-call temporary staffing placement services for the San Diego County Regional Airport Authority.	RFP	Talent, Culture & Capability	\$3,000,000.00	12/19/2020
1/9/2018	380811	S & L Specialty Contractors, Inc.	The contract was approved by the Board at the December 7, 2017 Board Meeting. The Contractor will provide installation of new acoustical windows, doors, and ventilation improvements to reduce aircraft-related noise levels for 39 dwelling units, for the San Diego Country Regional Airport Authority's Quieter Home Program.	RFB	Planning & Environmental Affairs	\$1,293,000.00	11/19/2018

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN January 8, 2018 - February 4, 2018

Amendments and Change Orders

Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value (%) (+ / -)	New Contract Value	New End Date
1/18/2018		San Diego County Office of Education	This First Amendment extends the term of the contract by ninety (90) days to allow time to identify a new service provider for Live Webcasting Services of Board and Airport Land Use Commission meetings, for San Diego County Regional Airport Authority. There is no increase in compensation.	Corporate & Information Governance	\$90,000.00	N/A	N/A	\$90,000.00	2/26/2018
1/18/2018		Morphaeus Technonogy Group, LLC	This First Amendment increases the total amount payable by \$15,000 for additional support services provided in the upgrade of the JD Edwards E1 financial management system for San Diego County Regional Airport Authority.	Facilities Management Department	\$49,500.00	\$15,000.00	30%	\$64,500.00	9/30/2018

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN January 8, 2018 - February 4, 2018

Amendments and Change Orders Approved by the Board

Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value (%) (+ / -)	New Contract Value	New End Date
			NONE						

Attachment "B"

REAL PROPERTY AGREEMENTS EXECUTED FROM JANUARY 8, 2018 through FEBRUARY 4, 2018



Real Property Agreements

Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
3.30.18 to 6.30.18	LE-0942	Edelweiss Air	Airline Operating & Lease Agreement	Terminal 2 East/West	Returning for second season of service to Zurich, Switzerland	Multiple Areas	\$52,964.72	This total is the estimated monthly bill for Edelweiss for its service to SAN (two weekly flights).
1.1.18 to 12.31.22	LE-0724	Brock Walsh	Noise Monitoring Easement	Off Airport Property (Point Loma Area)	The Easement allows the Airport to maintain and operate a noise monitoring pole.	10	\$600 Quarterly	Authority pays Brock Walsh quarterly
Month-to-Month	LE-0944	WFS Express, Inc.	Ground Handling License	Terminals 1 and 2	Ground Handling Services	N/A	Greater of Either \$250 or 8% of Gross Revenue from License	N/A
Month-to-Month	LE-0943	Quality Aircraft Care	Ground Handling License	FBO	Ground Handling Services	N/A	Greater of Either \$150 or 8% of Gross Revenue from License	N/A



Real Property Agreement Amendments and Assignments

Effective Date	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
1.16.2018	LE-0657	Host International, Inc.	Fifth Amendment to Concession Lease Package 1	Terminals 1 and 2	Operation of a Food and Beverage Concession	N/A	The greater of the Minimum Annual Guarantee or 13% of Gross Receipts for food & non-alcohol and 16% of Gross Receipts for alcoholic beverages	Amendment to reflect Street Pricing + 15%
1.16.2018	LE-0658	Host International, Inc.	Fourth Amendment to Concession Lease Package 2	Terminals 1 and 2	Operation of a Food and Beverage Concession	N/A	The greater of the Minimum Annual Guarantee or 13% of Gross Receipts for food & non-alcohol and 16% of Gross Receipts for alcoholic beverages	Amendment to reflect Street Pricing + 15%
1.22.2018	LE-0670	HG-CV-Epicure-Martinez San Diego, JV	Fourth Amendment to Concession Lease Package 2	Terminals 1 and 2	Operation of a News & Gift and Specialty Retail Concession	N/A	The greater of the Minimum Annual Guarantee or 17% of Gross Receipts	Amendment to reflect Street Pricing + 15%
1.22.2018	LE-0671	HG-CV-Epicure-Martinez San Diego, JV	Fourth Amendment to Concession Lease Package 7	Terminals 1 and 2	Operation of a News & Gift and Electronics & Gadgets Concession	N/A	The greater of the Minimum Annual Guarantee or 17% of Gross Receipts	Amendment to reflect Street Pricing + 15%

1.12.2018	LE-0656	InMotion Entertainment Group, LLC	Third Amendment to Concession Lease Package 8	Terminal 2	Operation of an Electronics & Gadgets Concession	N/A	The greater of the Minimum Annual Guarantee or 14% of Gross Receipts	Amendment to reflect Street Pricing + 15%
1.12.2018	LE-0651	Mission Yogurt, Inc.	Fourth Amendment to Concession Lease Package 4	Terminals 1 and 2	Operation of a Food and Beverage Concession	N/A	The greater of the Minimum Annual Guarantee or 15% of Gross Receipts	Amendment to reflect Street Pricing + 15%
1.26.2018	LE-0647	Paradies	Fifth Amendment to Concession Lease Package 1	Terminals 1 and 2	Operation of a News & Gift and Specialty Retail Concession	N/A	The greater of the Minimum Annual Guarantee or 17% News and 13% Specialty of Gross Receipts	Amendment to reflect the closure of the Terminal 2 West "Brooks Brothers" Concession to provide space for the new Duty Free Concession
1.26.2018	LE-0647	Paradies	Sixth Amendment to Concession Lease Package 1	Terminals 1 and 2	Operation of a News & Gift and Specialty Retail Concession	N/A	The greater of the Minimum Annual Guarantee or 17% News and 13% Specialty of Gross Receipts	Amendment to reflect Street Pricing + 15%
1.12.2018	LE-0665	PGC-PCI	Fourth Amendment to Concession Lease Package 3	Terminals 1 and 2	Operation of a News & Gift and Specialty Retail Concession	N/A	The greater of the Minimum Annual Guarantee or Up to \$7M=13% \$7,000,001-8M=14% \$8M+=15%	Amendment to reflect Street Pricing + 15%
1.12.18	LE-0648	Stellar Partners	Fifth Amendment to Concession Lease Package 4	Terminals 1 and 2	Operation of a News & Gift and Specialty Retail Concession	N/A	The greater of the Minimum Annual Guarantee or Up to \$5M=15% \$5,000,001-7M=16% \$7M+=17%	Amendment to reflect Street Pricing + 15%

STAFF REPORT

Meeting Date: **MARCH 1, 2018**

Subject:

March 2018 Legislative Report

Recommendation:

Adopt Resolution No. 2018-0016, approving the March 2018 Legislative Report.

Background/Justification:

The Authority's Legislative Advocacy Program Policy requires that staff present the Board with monthly reports concerning the status of legislation with potential impact to the Authority. The Authority Board provides direction to staff on legislative issues by adoption of a monthly Legislative Report (Attachment A). The March 2018 Legislative Report updates Board members on legislative activities that have taken place since the previous Board meeting. In directing staff, the Authority Board may take a position on pending or proposed legislation that has been determined to have a potential impact on the Authority's operations and functions.

State Legislative Action

The Authority's legislative team recommends that the Board adopt a WATCH position on the following bills: AB 87 (Ting), AB 427 (Muratsuchi), AB 2246 (Friedman) and SB 1014 (Skinner).

Under AB 87, autonomous vehicle manufacturers testing driverless vehicles would be required by the Department of Motor Vehicles to provide local authorities and law enforcement agencies specific information such as how to interact with autonomous vehicles in emergency and traffic enforcement situations.

AB 427 would establish a 17 member California Aerospace and Aviation Commission within the Governor's Office of Business and Economic Development (GO-Biz). The new Commission would be required to make recommendations on legislative and administrative actions that could maintain or improve the state's aerospace and aviation industries.

AB 2246 (Friedman) is a placeholder (spot bill) related to the collection of customer facility charges for vehicle rentals and it is anticipated that the author will amend this bill to regulate new vehicle rental business models.

SB 1014 would require that the Public Utilities Commission, in consultation with the State Air Resources Board, establish the California Clean Miles Standard and Incentive Program. The goal of this program is to ensure that all transportation network company vehicles are zero-emission vehicles by December 31, 2028.

Federal Legislative Action

On February 8th, the President signed into law a measure to continue funding for federal programs through March 23, 2018.

On February 12th, the Administration released its \$4 trillion budget proposal for Fiscal Year 2019, which would maintain the current level of \$3.35 billion in funding for the Airport Improvement Program (AIP), end TSA staffing of airport exit lanes, and eliminate the Law Enforcement Officer Reimbursement Program.

The Trump Administration also unveiled its \$1.5 trillion infrastructure plan on February 12th, which calls for \$200 billion in federal funds to stimulate private and local investment in the nation's infrastructure. The proposed plan would eliminate the Alternative Minimum Tax (AMT) preference on Private Activity Bonds (PAB) but would not alter the federal Passenger Facility Charge (PFC) cap.

Fiscal Impact:

Not applicable.

Authority Strategies:

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

Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

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

Application of Inclusionary Policies:

Not applicable.

Prepared by:

MICHAEL KULIS
DIRECTOR, INTER-GOVERNMENTAL RELATIONS

RESOLUTION NO. 2018- 0016

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY, APPROVING THE MARCH 2018
LEGISLATIVE REPORT

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the March 2018 Legislative Report (“Attachment A”); and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 1st day of March, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

March 2018 Legislative Report

State Legislation

New Assembly Bills

Legislation/Topic

AB 87 (Ting) – Autonomous Vehicles

Background/Summary

To comply with state law enacted in 2012, the Department of Motor Vehicles (DMV) has drafted proposed regulations governing the full deployment of autonomous vehicles on California roads. AB 87 would require the DMV to include in its final regulations requirements that autonomous vehicle manufacturers provide local authorities with information including the boundaries in which their vehicles will operate and the number and types of vehicles to be tested. It would also require these manufacturers to provide law enforcement agencies a law enforcement interaction plan, which instructs law enforcement agencies on how to interact with an autonomous vehicle in emergency and traffic enforcement situations, including information on how to communicate with a remote operator, where to obtain owner information, vehicle registration, and proof of insurance, and how to recognize whether the vehicle is operating in autonomous mode.

Anticipated Impact/Discussion

While this legislation is not expected to have any significant immediate impact on the Airport Authority or San Diego International Airport, its enactment would likely impact future ground transportation operations at the airport when autonomous vehicle use moves beyond the testing phase.

Status: 1/29/18 – Passed in Assembly by a vote of 45 to 27

Position: Watch

*Shaded text represents new or updated legislative information

Legislation/Topic

AB 427(Muratsuchi) – California Aerospace and Aviation Commission

Background/Summary

AB 427 would establish a 17 member California Aerospace and Aviation Commission (Commission) within the Governor’s Office of Business and Economic Development (GO-Biz). The Commission would serve as a central point of contact for businesses engaged in the aerospace and aviation industries, and support the health and competitiveness of these industries in California. AB 427 would require the Commission to make recommendations on legislative and administration action that may be necessary or helpful to maintain or improve the state’s aerospace and aviation industries and would require the Commission to report and provide recommendations to the Governor and State Legislature.

Anticipated Impact/Discussion

Although this legislation is not expected to have any significant impact on the Airport Authority or San Diego International Airport (SDIA), if the bill were enacted, the Authority’s legislative team would work with the California Airports Council to identify any potential opportunities to engage with the Commission on actions that could impact California airports.

Status: 1/29/18 – Passed in Assembly by a vote of 75 to 0

Position: Watch

Legislation/Topic

AB 2246 (Friedman) – Customer Facility Charges

Background/Summary

AB 2246 is a placeholder (spot bill) related to the collection of customer facility charges for vehicle rentals and it is anticipated that the author will amend this bill to regulate new vehicle rental business models.

Anticipated Impact/Discussion

The Authority’s legislative team will closely monitor the development of this bill language for any potential impact to San Diego International Airport.

Status: 2/14/18 – Introduced in the Assembly

Position: Watch

*Shaded text represents new or updated legislative information

New Senate Bills

Legislation/Topic

SB 1014 (Skinner) – Zero-Emission Vehicles

Background/Summary

SB 1014 would require that the Public Utilities Commission, in consultation with the State Air Resources Board, establish the California Clean Miles Standard and Incentive Program. The goal of the program is to ensure that all transportation network company (TNC) vehicles are zero-emission vehicles by December 31, 2018. To achieve this goal the Air Resources Board would provide rebates and incentives for vehicle owners to convert to zero-emission vehicles.

Anticipated Impact/Discussion

Transportation network company (TNC) use at San Diego International Airport (SDIA) continues to increase. This bill could benefit SDIA, as it would establish an incentive program to increase the use of zero-emission TNC vehicles, which could reduce the amount of greenhouse gas (GHG) emissions from TNCs operating at SDIA.

Status: 2/6/18 – Introduced in the Senate and Referred to the Committees on Energy, Utilities and Communications, Environmental Quality, and Transportation and Housing

Position: Watch

*Shaded text represents new or updated legislative information

Federal Legislation

New House Bills

There are no new House bills to report.

House Bills from Previous Report

Legislation/Topic

H.R. 1 (Brady) – Tax Cuts and Jobs Act

Background/Summary

The final version of H.R. 1 preserves the tax exempt status of private activity bonds – an important financing tool for airports – and eliminates the alternative minimum tax for corporations. However, this bill also eliminates the advance refunding of bonds, which will no longer be a refinancing option for the Airport Authority.

Anticipated Impact/Discussion

Since 2010, the Airport Authority has issued over \$637 million in private activity bonds (PABs) to finance airport improvement projects. Maintaining the tax exempt status of PABs will allow the Airport Authority to continue to issue bonds with favorable interest rates.

Status: 12/20/17 – Signed into law by the President

Position: Oppose (12/7/17)

Legislation/Topic

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

Background/Summary

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

- Focus on residents in Boston, Chicago, New York, the northern California Metroplex, Phoenix, and not more than three additional metropolitan areas each containing an international airport.
- Consider the health impacts on residents living partly, or entirely within the land underneath the flight paths most frequently used by aircraft flying below 10,000 feet.

*Shaded text represents new or updated legislative information

- Consider only the health impacts that manifest during the physical implementation of the NextGen program on flights departing from or arriving to an international airport located in one of the designated metropolitan areas.

Anticipated Impact/Discussion

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

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

Position: Support (3/2/17)

Legislation/Topic

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

Background/Summary

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

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

Anticipated Impact/Discussion

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

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

Position: Watch (3/2/17)

*Shaded text represents new or updated legislative information

Legislation/Topic

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

Background/Summary

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

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

Anticipated Impact/Discussion

Although this bill is not expected to impact operations at San Diego International Airport (SDIA), it will be monitored closely for any potential impact to Department of Homeland Security or Customs and Border Protection procedures.

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

Position: Watch (3/2/17)

Legislation/Topic

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

Background/Summary

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

*Shaded text represents new or updated legislative information

Anticipated Impact/Discussion

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

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

Position: Support (4/6/17)

Legislation/Topic

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

Background/Summary

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

Anticipated Impact/Discussion

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

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

Position: Support (1/4/18)

Legislation/Topic

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

Background/Summary

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

*Shaded text represents new or updated legislative information

Anticipated Impact/Discussion

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

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

Position: Watch (7/6/17)

Legislation/Topic

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

Background/Summary

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

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

Anticipated Impact/Discussion

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

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

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

*Shaded text represents new or updated legislative information

Legislation/Topic

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

Background/Summary

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

- Conduct a coordinated global aviation security review within 180 days to address ways to improve aviation security standards across the globe, including cybersecurity threats
- Establish best practices based on this review and report to Congress on the actions that the TSA Administrator has taken to implement these practices

Anticipated Impact/Discussion

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

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

Position: Watch (2/1/18)

Legislation/Topic

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

Background/Summary

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

Anticipated Impact/Discussion

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

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

Position: Watch (2/1/18)

*Shaded text represents new or updated legislative information

Legislation/Topic

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

Background/Summary

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

Anticipated Impact/Discussion

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

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

Position: Watch (2/1/18)

Legislation/Topic

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

Background/Summary

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

Anticipated Impact/Discussion

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

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

Position: Watch (2/1/18)

*Shaded text represents new or updated legislative information

Legislation/Topic

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

Background/Summary

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

Anticipated Impact/Discussion

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

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

Position: Watch (2/1/18)

Legislation/Topic

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

Background/Summary

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

Anticipated Impact/Discussion

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

*Shaded text represents new or updated legislative information

Status: 1/10/18 – Introduced and Referred to the following House Committees: Judiciary, Education and the Workforce, Homeland Security, Foreign Affairs, Ways and Means, Armed Services, Oversight and Government, Agriculture, Transportation and Infrastructure, and Natural Resources

Position: Watch (2/1/18)

New Senate Bills

There are no new Senate bills to report.

Senate Bills from Previous Report

Legislation/Topic

S. 1 (Enzi) – Tax Cuts and Jobs Act

Background/Summary

Following the conferencing of this bill with the House version, H.R. 1, the final version of this legislation would preserve the tax exemption for private activity bonds and eliminate the alternative minimum tax for corporations. However, this bill would eliminate the advance refunding of bonds.

Anticipated Impact/Discussion

Since 2010, the Airport Authority has issued over \$637 million in private activity bonds (PABs) to finance airport improvement projects. Maintaining the tax-exempt status of PABs will allow the Airport Authority to continue to issue bonds with favorable interest rates.

Status: 11/28/17 – Approved by Senate Budget Committee

Position: Watch (12/7/17)

Legislation/Topic

S. 271 (Fischer) – Build USA Infrastructure Act

Background/Summary

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

*Shaded text represents new or updated legislative information

Anticipated Impact/Discussion

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

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

Position: Oppose (3/2/17)

Legislation/Topic

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

Background/Summary

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

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

Anticipated Impact/Discussion

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

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

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

*Shaded text represents new or updated legislative information

Legislation/Topic

S. 1655 (Collins) – Fiscal Year 2018 Transportation and Housing and Development Appropriations Act

Background/Summary

This bill would provide annual funding for federal transportation programs including Federal Aviation Administration activities and programs. The bill would increase the Passenger Facility Charge (PFC) limit from the current level of \$4.50 to a new level of \$8.50 for originating passengers. This bill would also increase Airport Improvement Program (AIP) funding by \$250 million to a new level of \$3.6 billion in FY 2018.

Anticipated Impact/Discussion

Passage of an annual spending bill would provide airports certainty concerning the annual funding levels for FAA and its programs. While the proposed increase in the AIP could result in some additional revenue to the Airport Authority, the proposed \$4 increase in the PFC limit could result in a significant increase in revenue for San Diego International Airport improvement projects, including funding for the Airport Development Program.

Status: 7/27/17 – Approved by Senate Committee on Appropriations on a vote of 31 to 0

Position: Support (9/7/17)

Legislation/Topic

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

Background/Summary

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

Anticipated Impact/Discussion

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

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

Position: Watch (5/4/17)

*Shaded text represents new or updated legislative information

Legislation/Topic

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

Background/Summary

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

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

Anticipated Impact/Discussion

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

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

Position: Watch (9/7/17)

Legislation/Topic

S. 1872 (Thune) – TSA Modernization Act

Background/Summary

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

*Shaded text represents new or updated legislative information

Anticipated Impact/Discussion

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

Status: 10/4/17 – Approved by Senate Commerce Committee

Position: Support (11/2/17)

Legislation/Topic

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

Background/Summary

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

Anticipated Impact/Discussion

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

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

Position: Support (2/1/18)

*Shaded text represents new or updated legislative information

STAFF REPORT

Meeting Date: **MARCH 1, 2018**

Subject:

Reject the Claim of Senait Desta

Recommendation:

Adopt Resolution No. 2018-0017, rejecting the claim of Senait Desta.

Background/Justification:

On January 18, 2018, Senait Desta filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging she slipped on spilled coffee near the Spirit Airlines ticket counter in Terminal Two at San Diego International Airport. Desta claims damages in an unspecified amount for head injuries.

On January 3, 2018, Desta was attempting to secure a wheelchair for her mother at or near the Spirit Airlines ticket counter. She claims to have slipped and fallen on spilled coffee, hitting her head in the process. Desta was evaluated for injuries at the scene by paramedics.

Desta's claim should be denied. An investigation into the alleged incident revealed no notice of a dangerous condition. A police report taken at the time of the incident revealed the responding paramedics observed no injuries or swelling. Claimant refused additional evaluation and treatment and left the airport. The General Counsel has reviewed the claim and recommends rejection.

Fiscal Impact:

Not applicable.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

Application of Inclusionary Policies:

Not applicable.

Prepared by:

AMY GONZALEZ
GENERAL COUNSEL

ATTACHMENT A

**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.:	SDCRAA CL-293 JAN 18 2018
Filed:	Corporate & Information Governance

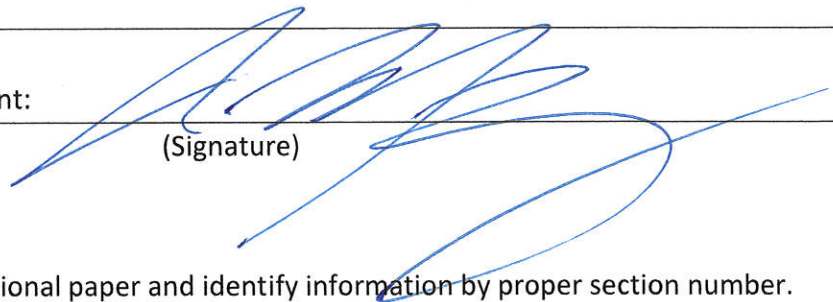
1) Claimant Name: <i>Senait Desta</i>	
2) Address to which correspondence regarding this claim should be sent: <i>Mission Legal Center 2515 Camino Del Rio S. Ste. 350 San Diego, CA 92108</i>	
Telephone No.:	Date:
3) Date and time of incident: <i>January 3, 2018</i>	
4) Location of incident: <i>San Diego Airport</i>	
5) Description of incident resulting in claim: <i>Claimant was walking towards Spirit Booth to ask about a wheelchair, when she was walking, she slipped & fell on some coffee that was spilled.</i>	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known:	
7) Persons having firsthand knowledge of incident:	
Witness (es) <i>Client's Mother</i>	Physician(s):
Name:	Name:
Address:	Address:
Phone:	Phone:

ATTACHMENT A

8) Describe property damage or personal injury claimed:
Client has sustained head injuries
9) Owner and location of damaged property or name/address of person injured:
Senait Desta 4223 Arizona St. #5 San Diego, CA 92104
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.
unknown

Dated: 01/10/18

Claimant:


(Signature)

Notice to Claimant:

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

Mail completed original form to:

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

MISSION LEGAL CENTER

YOUR PASSIONATE PERSONAL INJURY SPECIALISTS



January 10, 2018

VIA MAIL

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

RE: My Clients: Senait Desta
Your Insured: San Diego Airport
Claim Number: N/A
Accident Date: January 03, 2018

To Whom It May Concern:

Please be advised that this office has been retained to represent Senait Desta in recovering all damages arising from the accident which occurred on January 03, 2018.

We have been informed that your insured has a liability policy with your company. Please provide written confirmation of your insured's limits of liability coverage and provide declaration page within the next two weeks.

Please be further advised that this office is handling this cause by virtue of a contingent attorney's fee agreement with my clients. In the event that you or anyone on your behalf settles this case directly with my clients, I shall have to hold you responsible for my legal services rendered and/or to be rendered. Therefore, this letter shall serve as notice of my attorney's lien on any sums paid directly or indirectly to my clients by reason of said claim.

We would appreciate your contacting us immediately to discuss this matter further. Please do not communicate directly with our client.

We shall be pleased to cooperate in an endeavor towards effecting an amicable settlement or adjustment of this case.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rosalio Munoz, Jr." with a stylized flourish.

Rosalio Munoz, Jr.
Attorney at Law

/jc

ATTACHMENT A

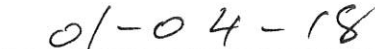
MISSION LEGAL CENTER, P.C.
Rosalio Munoz, Jr., Esq.
David J. Munoz, Esq.
2515 CAMINO DEL RIO SOUTH, SUITE 350
SAN DIEGO, CALIFORNIA 92108
TELEPHONE (619) 564-4455
FAX (619) 568-1250
www.MissionLegalCenter.com
E-mail: info@MissionLegalCenter.com
TIN# 45-2658673

CLIENT'S DESIGNATION OF ATTORNEY

Pursuant to California Code of Regulations, §2695.2 (c), I, Senait Desta, hereby designate MISSION LEGAL CENTER, P.C. to handle my personal injury claim, which arises out of an incident which occurred on or about January 03, 2018, at or near, San Diego Airport, in which a(n) Slip and Fall occurred.



Senait Desta



Dated

RESOLUTION NO. 2018-0017

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY REJECTING THE CLAIM OF SENAIT
DESTA

WHEREAS, on January 18, 2018 Senait Desta filed a claim with the San Diego County Regional Airport Authority (“Authority”) for injuries she claims to have suffered as the result of falling in Terminal Two at San Diego International Airport; and

WHEREAS, at its regular meeting on March 1, 2018, the Board considered the claim filed by Senait Desta 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 Senait Desta; 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 1st day of March, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MARCH 1, 2018**

Subject:

Reject the Claim of Robert Bobbett

Recommendation:

Adopt Resolution No. 2018-0018, rejecting the Claim of Robert Bobbett.

Background/Justification:

On January 23, 2018, Robert Bobbett filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging he was stabbed multiple times while he and his wife were loading luggage into their car parked at the Economy Parking Lot on Pacific Highway at San Diego International Airport. Bobbett claims damages in an unspecified amount for ongoing medical bills.

On October 28, 2017, Bobbett claims he and his wife were loading their luggage into their car in the Economy Parking Lot on Pacific Highway when someone attempted to carjack them. According to the claim, the assailant stabbed Mr. Bobbett multiple times and held a knife to his wife's throat. The assailant fled the scene. Bobbett and his wife were transported via ambulance to the hospital. A criminal investigation into the incident is ongoing.

Under California law, there is no liability for a public entity in situations where the chain of causation is broken by the criminal conduct of third parties unrelated to the property itself. (E.g. *Hayes v. State* (1974) 11 Cal.3d 469 [no liability for attack on public beach because there was no evidence that a defect in the property itself caused the attack]; *Moncur v. City of Los Angeles* (1977) 68 Cal.App.3d 118 [no liability for dangerous condition on public property arising from using airport lockers to conceal a bomb]; *Syke v. County of Marin* (1974) 43 Cal.App.3d 158 [no liability for criminal assault on school parking lot because the assault was not caused by a condition of the parking lot, despite allegation of lack of lighting]. The claimant will have to plead and prove (1) that the particular condition of the parking lot created a substantial risk of a criminal assault and thus constituted a dangerous condition; (2) that the injuries were proximately caused by the dangerous condition; (3) that the dangerous condition created a reasonably foreseeable risk of the kind of injury the claimant sustained; and (4) that the Authority had actual or constructive notice of the dangerous condition in time to have taken measures to protect against it. Here, there is no evidence that a condition of the property itself (the parking lot) caused the accident. Finally, there is no evidence that a dangerous condition existed or that the Authority had actual or constructive notice of a dangerous condition. The Authority also may rely on the immunities outlined in Government Code §§840, *et seq.*

The General Counsel has reviewed the claim and recommends rejection.

Fiscal Impact:

Not applicable.

Authority Strategies:

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

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

Environmental Review:

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

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

Application of Inclusionary Policies:

Not applicable.

Prepared by:

AMY GONZALEZ
GENERAL COUNSEL

ATTACHMENT A

**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.:	SDCRA <i>Clk-2014</i>
Filed:	JAN 23 2018
	Corporate & Information Governance

1) Claimant Name: Robert Bobbet	
2) Address to which correspondence regarding this claim should be sent: Mission Legal Center, P.C. 2515 Camino del Rio South, Suite 350 San Diego, CA. 92108	
Telephone No.: 619-564-4455	Date: 1-5-2018
3) Date and time of incident: 10/28/2017	
4) Location of incident: 3365 Admiral Boland Way, San Diego, CA. 92101	
5) Description of incident resulting in claim: The San Diego Airport Authority owns, operates or controls the Economy Lot located on 3365 Admiral Boland Way, San Diego, CA. 92101. The Airport Authority failed to use reasonable care to protect it's patrons from another person's harmful conduct on it's property that could have been reasonably anticipated. As a result Mr. Bobbet, was stabbed multiple times while he was loading luggage into his vehicle, which was parked at the Economy Lot on Pacific Highway. Mr. Bobbet sustained severe injuries to his body and organs. Also, the suspect held a knife at Mr. Bobbet's wife's throat and attempted to carjack them.	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known: San Diego Airport Authority	
7) Persons having firsthand knowledge of incident:	
Witness (es)	Physician(s): UCSD Medical Center
Name: Donna Kashani	Name:
Address:	Address:
14316 Salida del Sol, San Diego, CA.	200 W. Arbor Dr. San Diego, CA. 92103
Phone:	Phone:
619-564-4455	

8) Describe property damage or personal injury claimed:

Mr. Bobbet was stabbed multiple times causing severe injury.

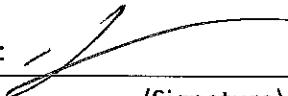
9) Owner and location of damaged property or name/address of person injured:

Robert Bobbet

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.

Medical bills are ongoing.

Dated: 1/14/18

Claimant: 
(Signature)

Notice to Claimant:

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

Mail completed original form to:

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

RESOLUTION NO. 2018-0018

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY REJECTING THE CLAIM OF ROBERT
BOBBETT

WHEREAS, on January 23, 2018 Robert Bobbett filed a claim with the San Diego County Regional Airport Authority (“Authority”) for injuries he claims to have suffered as the result of a stabbing in the Economy Parking Lot on Pacific Highway at San Diego International Airport; and

WHEREAS, at its regular meeting on March 1, 2018, the Board considered the claim filed by Robert Bobbett and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rejects the claim of Robert Bobbett; 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 1st day of March, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MARCH 1, 2018**

Subject:

Reject the Claim of Donna Kashani

Recommendation:

Adopt Resolution No. 2018-0019, rejecting the Claim of Donna Kashani.

Background/Justification:

On January 23, 2018, Donna Kashani filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging she was held at knifepoint while helping her husband load their luggage into their car at the Economy Parking Lot on Pacific Highway at San Diego International Airport. Kashani claims damages in an unspecified amount for ongoing medical bills.

On October 28, 2017, Kashani claims she and her husband were loading their luggage into their car in the Economy Parking Lot on Pacific Highway when someone attempted to carjack them. According to the claim, the assailant held a knife to her neck and stabbed her husband multiple times. The assailant fled the scene. Kashani and her husband were transported via ambulance to the hospital. A criminal investigation into the incident is ongoing.

Under California law, there is no liability for a public entity in situations where the chain of causation is broken by the criminal conduct of third parties unrelated to the property itself. (E.g. *Hayes v. State* (1974) 11 Cal.3d 469 [no liability for attack on public beach because there was no evidence that a defect in the property itself caused the attack]; *Moncur v. City of Los Angeles* (1977) 68 Cal.App.3d 118 [no liability for dangerous condition on public property arising from using airport lockers to conceal a bomb]; *Syke v. County of Marin* (1974) 43 Cal.App.3d 158 [no liability for criminal assault on school parking lot because the assault was not caused by a condition of the parking lot, despite allegation of lack of lighting]. The claimant will have to plead and prove (1) that the particular condition of the parking lot created a substantial risk of a criminal assault and thus constituted a dangerous condition; (2) that the injuries were proximately caused by the dangerous condition; (3) that the dangerous condition created a reasonably foreseeable risk of the kind of injury the claimant sustained; and (4) that the Authority had actual or constructive notice of the dangerous condition in time to have taken measures to protect against it. Here, there is no evidence that a condition of the property itself (the parking lot) caused the accident. Finally, there is no evidence that a dangerous condition existed or that the Authority had actual or constructive notice of a dangerous condition. The Authority also may rely on the immunities outlined in Government Code §§840, et seq.

The General Counsel has reviewed the claim and recommends rejection.

Fiscal Impact:

Not applicable.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

Application of Inclusionary Policies:

Not applicable.

Prepared by:

AMY GONZALEZ
GENERAL COUNSEL

**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. <u>SDCRA-2015</u>	
Filed: JAN 23 2018	
Corporate & Information Governance	

1) Claimant Name: Donna Kashani	
2) Address to which correspondence regarding this claim should be sent: Mission Legal Center, P.C. 2515 Camino del Rio South, Suite 350 San Diego, CA. 92108	
Telephone No.: 619-564-4455	Date: 1-5-2018
3) Date and time of incident: 10/28/2017	
4) Location of incident: 3365 Admiral Boland Way, San Diego, CA. 92101	
5) Description of incident resulting in claim: The San Diego Airport Authority owns, operates or controls the Economy Lot located on 3365 Admiral Boland Way, San Diego, CA. 92101. The Airport Authority failed to use reasonable care to protect it's patrons from another person's harmful conduct on it's property that could have been reasonably anticipated. As a result Mrs. Kashani had a knife held to her throat while a suspect attempted to carjack her and her husband. She also witnessed her husband being stabbed multiple times.	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known: San Diego Airport Authority	
7) Persons having firsthand knowledge of incident:	
Witness (es)	Physician(s): UCSD Medical Center
Name: Robert Bobbet	Name:
Address:	Address:
14316 Salida del Sol, San Diego, CA.	200 W. Arbor Dr. San Diego, CA. 92103
Phone:	Phone:
619-564-4455	

8) Describe property damage or personal injury claimed:

Mrs. Kashani has suffered and continues to suffer severe emotional distress from the incident.

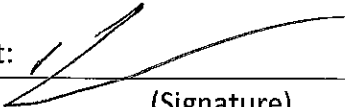
9) Owner and location of damaged property or name/address of person injured:

Donna Kashani

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.

Medical bills are ongoing.

Dated: 1/16/18

Claimant: 
(Signature)

Notice to Claimant:

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

Mail completed original form to:

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



2515 Camino Del Rio S., Ste 350 | San Diego, CA 92108

CERTIFIED MAIL®



1000



92-38

U.S. POSTAGE
PAID
SAN DIEGO, CA
92108
JAN 17, 18
AMOUNT

\$6.59

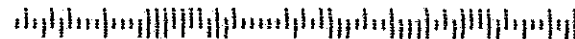
R2304M113207-58

7017 2400 0000 8445 0561

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

RETURN RECEIPT
REQUESTED

92138-277676



RESOLUTION NO. 2018-0019

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY REJECTING THE CLAIM OF DONNA
KASHANI.

WHEREAS, on January 23, 2018 Donna Kashani filed a claim with the San Diego County Regional Airport Authority (“Authority”) for injuries she claims to have suffered as the result of a stabbing in the Economy Parking Lot on Pacific Highway at San Diego International Airport; and

WHEREAS, at its regular meeting on March 1, 2018, the Board considered the claim filed by Donna Kashani and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rejects the claim of Donna Kashani; 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 1st day of March, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MARCH 1, 2018**

Subject:

Fiscal Year 2018 Second Quarter Activities Report and Audit Recommendations Issued by the Office of the Chief Auditor

Recommendation:

The Audit Committee recommends that the Board accept the report.

Background/Justification:

The Charter for the Office of the Chief Auditor was approved by the San Diego County Regional Airport Authority Board on October 2, 2003, Resolution No. 2003-062, establishing the roles, responsibilities, and working relationship of the Chief Auditor with the Audit Committee and with Authority management.

Subsequent revisions were made to the Charter for the Office of the Chief Auditor by the Authority Board on July 8, 2004, Resolution No. 2004-0060; March 4, 2010, Resolution No. 2010-0022R; and September 4, 2014, Resolution No. 2014-0089. Revisions intended to further clarify the roles of the Chief Auditor in conformance with the Charter of the Audit Committee on matters of the Authority's external auditor's annual financial statements audit and to reflect current operational practices performed by the Chief Auditor's department.

The Charter directs the Office of the Chief Auditor to periodically communicate to the Audit Committee with respect to management's systems of control, audit findings, management's responses, and including any steps adopted to resolve a noted issue.

The attached Fiscal Year 2018 Second Quarter Activity Report (Attachment A) summarizes the undertakings and accomplishments of the Chief Auditor's office from October 1, 2017, through December 31, 2017.

During the second quarter, the Office of the Chief Auditor completed six (6) audits of the Fiscal Year 2018 Audit Plan and issued one (1) recommendation. Appendix B of the activity report provides the status of audit recommendations awaiting implementation that were issued by the Office of the Chief Auditor.

The Fiscal Year 2018 Second Quarter Report was presented to the Audit Committee during its February 12, 2018, meeting, where the Audit Committee unanimously voted to forward the report to the Board for acceptance.

Fiscal Impact:

None

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:

MARK A. BURCHYETT
CHIEF AUDITOR

SAN DIEGO
COUNTY
REGIONAL
AIRPORT
AUTHORITY

FISCAL YEAR 2018 SECOND QUARTER REPORT



February 2, 2018

Fiscal Year 2018 Second Quarter Report

Paul Robinson, Chair
Audit Committee
San Diego County Regional Airport Authority
P.O. Box 82776
San Diego, California 92138-2776

Dear Mr. Robinson:

The Office of the Chief Auditor (OCA) presents our Fiscal Year 2018 Second Quarter Report. The report details both the audit and administrative activities of the OCA during the second quarter of Fiscal Year 2018, resolution of past audit findings, and information regarding the future plans of the OCA.

The Second Quarter Report will be presented at the next Audit Committee meeting scheduled for February 12, 2018.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Mark A. Burchyett". The signature is fluid and cursive, with a long horizontal stroke at the end.

Mark A. Burchyett
Chief Auditor

Audit Results

During the second quarter, the OCA continued work, as authorized by the Audit Committee, on audits contained within the Fiscal Year 2018 Audit Plan. In total, during the second quarter the OCA issued six (6) audit reports. The audit reports included one (1) recommendation for management that dealt with an underpayment of concession fees and rents. The completed audits for the second quarter are listed in Figure 1 below.

Figure 1: Audits Completed During the Second Quarter of Fiscal Year 2018

Audit	Report No.	Date	Type of Audit
Smarte Carte, Inc.	18021	10/23/2017	Revenue Contract
Sign Age Identity Systems, Inc.	18014	11/28/2017	Expense Contract
PGC-PCI San Diego, LLC	18025	11/28/2017	Revenue Contract
Green Motion SAN, LLC	18037	12/11/2017	Revenue Contract
Advantage Opco, LLC d/b/a Advantage Rent A Car	18018	12/14/2017	Revenue Contract
Stellar Partners, Inc.	18023	12/19/2017	Revenue Contract

In addition to the completed audits, the Office of the Chief Auditor had ten (10) audits in progress as of December 31, 2017, as shown in Figure 2 below. Of the ten audits in progress, at the end of the quarter three (3) draft audit reports were being developed or had been forwarded to the affected department for review and comment at the close of the quarter.

Figure 2: Audits In-Progress as of December 31, 2017

Audit	Type of Audit
Aircraft Rescue and Fire Fighting (ARFF) Billing – FY 2017	Expense Contract
Biennial Airline Landing Fees	Revenue Contract
Business and Travel Expense	Internal Process
Chula Vista Electric Company	Expense Contract
Emergency Medical Technician-Paramedic Services	Expense Contract
San Diego Unified Port District Billing	Expense Contract
Signature Flight Support	Revenue Contract
Swinerton Builders	Expense Contract
The Hertz Corporation	Revenue Contract
Vehicle Fleet Management	Internal Process

Recommendation Follow-Up

To ensure that audit issues are addressed in a timely manner, the Office of the Chief Auditor tracks the status of its recommendations on an on-going basis. For the second quarter, the OCA tracked the implementation status of seven (7) recommendations that were issued during Fiscal Year 2018, or were outstanding as of June 30, 2017. As shown in Figure 3 below, four (4) of the recommendations have been completed or implemented while three (3) remain outstanding. See Appendix B for a complete listing of all outstanding recommendations and their status.

Figure 3: Status of Recommendations as of December 31, 2017

Recommendations:				
Tracked	Completed	In Progress	Open	Not Accepted
7	4	3	0	0

In tracking recommendations the OCA uses the following designations:

- **Completed:** This designation is used for recommendations that the OCA has determined to be adequately implemented or for recommendations where alternate action is taken that adequately addresses the risk identified.
- **In Progress:** These recommendations have been partially addressed or partial corrective action has been taken. If adequate progress is not being made, it will be noted as such.
- **Open:** This category of recommendations have not yet been addressed. Usually, this designation is used when there has not been adequate time between report issuance and recommendation follow-up.
- **Not Accepted:** This designation is used for recommendations that an auditee does not accept; and, therefore, will not implement. This category can represent a failing on the part of the OCA, as all recommendations should be workable and acceptable to the affected departments.

In Fiscal Year 2016, we began to identify and measure an expected completion timeframe for each recommendation. Figure 4 below shows the status of recommendations issued along with our estimated implementation timeframe.

Figure 4: Status of Recommendations with Estimated Implementation Timeframe

Estimated Completion Timeframe	Completed Within Estimate	Completed Outside Estimate	Outstanding	Total
Zero to 6 Months	1	0	2	3
6 Months to 1 Year	1	2	0	3
Over 1 Year	0	0	1	1
Total	2	2	3	7

It appears that adequate progress is being made with the majority of recommendations. Specifically, the non-completion of the “In Progress” recommendations should not have a material adverse effect on the Authority. The OCA will continue its monthly tracking of their status.

Non-Audit Activities

Along with the audit activities detailed above, the Office of the Chief Auditor continues its involvement in several non-audit projects and activities. Specifically, the OCA was involved in the following:

Audit Committee Meetings:

The Audit Committee met on November 20, 2017. During that meeting, the Committee received the Fiscal Year 2017 audited financial statements, single audit report, Passenger Facility Charge compliance report, and Customer Facility Charge compliance report from BKD, LLP. Additionally, the Fiscal Year 2017 Comprehensive Annual Financial Report (CAFR) was presented by Finance and the OCA presented its Fiscal Year 2018 First Quarter Activities Report. The next Audit Committee meeting is February 12, 2018.

Construction Audit Activity:

Construction Audit activity for the second quarter of 2018 consisted of the completion of the closeout audit of the Green Build. The OCA Construction Auditor remains involved with issues identified by the Airport Design and Construction team, Facilities Development team, and Authority Management, providing assistance and attending meetings specific to the aspects of the Authority's construction activity.

Ethics Compliance Program:

The OCA continues to run the Authority's Ethics Compliance reporting hotline. A summary of notifications received during the second quarter is available in Appendix A.

Performance Measures

The OCA establishes performance measures each year to provide a benchmark to gauge its success. The five (5) performance measures for Fiscal Year 2018, along with their current status, are detailed below in Figure 5.

Figure 5: Status of Performance Measures as of December 31, 2017

Performance Measure	Goal	Progress as of December 31, 2017
Percentage of the audit plan completed annually	100%	40%
Additional revenue/cost savings identified through audits	n/a	\$41,279
Percentage of staff time spent on audit activities	80% ¹	80%
Percentage of audits completed within budgeted time	80%	81%
Implementation of Recommendations	90%	79%

Percentage of the audit plan completed annually: This measure provides information on what has been accomplished regarding the planned audit projects for the year. To date the OCA has completed 40% of the plan and an additional 25% of the audit plan is currently in-progress. We also have established quarterly goals for the completion of our audit plan. For the second quarter, we had a completion goal of 54% of the audit plan.

Additional revenue/cost savings identified: While the value of an audit cannot be adequately assessed by this performance measure, it does provide quantifiable values for completed audits. Through the second quarter of Fiscal Year 2018 we have identified \$41,279 in additional revenue, as noted in Figure 6 below:

Figure 6: Revenue and Cost savings Identified in Fiscal Year 2018

Audit	Revenue Identified	Revenue Collected
Mission Yogurt, Inc.	\$29,204	\$29,204
BW-Budget-SDA, LLC	9,243	9,243
Green Motion SAN, LLC	3,886	0
Paradies San Diego, LLC	<1,054>	<1,054>
Total	\$41,279	\$37,393

Percentage of staff time spent on audit activities: This measure helps ensure that the OCA spends an adequate amount of time on audit activities rather than administrative activities. To date, the OCA is meeting its current goal of 80%.

¹ This is the percentage of time staff spends on audit projects, construction audit activities, training, and the Ethics Program, vs. total staff time worked.

Percentage of audits completed within budgeted time: This category monitors how efficient audit staff is in performing their audits. Specifically, audit staff is held accountable to the internally prepared audit budgets for each project. However, it recognizes that budgets may need adjustment(s) as additional facts become known during an audit. For the fiscal year to date, the OCA is on target, completing 81% of its projects within the budgeted time.

Implementation of Recommendations: This goal measures the value that the OCA is providing to the Authority by measuring how audit recommendations have impacted the Authority. For the second quarter, eleven (11) of fourteen (14) recommendations were implemented. While the percentage of implemented recommendations is under our goal, we are on track to achieve the goal, with an aim to have 90% of our recommendations implemented within the year.

Going Forward

For completion during the third quarter of Fiscal Year 2018, the OCA has targeted all of the audits currently in progress and four (4) additional audits. The completion of these audits will result in the accomplishment of 75% of the Fiscal Year 2018 Audit Plan. Figure 7 identifies the audits scheduled for completion in the second quarter.

Figure 7: Audits Scheduled for Completion in the Third Quarter of Fiscal Year 2018

Audit	Type of Audit
Aircraft Rescue and Fire Fighting (ARFF) Billing – FY 2017	Expense Contract
Biennial Airline Landing Fees	Revenue Contract
Business and Travel Expense	Internal Process
Chula Vista Electric Company	Expense Contract
Emergency Medical Technician-Paramedic Services	Expense Contract
EZ Rent A Car	Revenue Contract
GAT Airline Ground Support Inc.	Revenue Contract
Hudson Group-CV-Epicure-Martinez San Diego (RP 2)	Revenue Contract
Leigh Fisher & Associates	Expense Contract
San Diego Unified Port District Billing	Expense Contract
Signature Flight Support	Revenue Contract
Swinerton Builders	Expense Contract
The Hertz Corporation	Revenue Contract
Vehicle Fleet Management	Internal Process

Ethics Hotline

October 1, 2017 – December 31, 2017

	Number of Reports Received	Number Received Anonymously	Details Support Potential Code Violation (Ethics or Workplace)	Investigation of Concern	Response (email or phone to non-anonymous reports)
General Workplace Concerns					
Workplace Equitability	1	0	0	n/a	1
Workplace Practices/Behavior	4	3	0	n/a	1

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of December 31, 2017	OCAs Assessment	Estimated Completion Date
17-11	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report 17027, dated February 7, 2017, Spa Didacus, Inc.	15	Impact: 7 Probability: 8	The Business and Financial Management Department should develop a control to ensure that the completed Certification of Capital Investment, the related depreciation schedule, and proper supporting documentation, are received from every concessionaire as required by the Lease.	Business and Financial Management is in the process of finalizing a process with the Facilities Development Department.	In Progress	March 2018
18-08	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report 18027, dated Sept. 12, 2017, Mission Yogurt, Inc. (FSP 4)	12	Impact: 6 Probability: 6	The Business and Financial Management Department should request that the Accounting Department issue an invoice to Mission Yogurt for the amount of \$29,204 for the underpayment of percentage rent.	Full payment was received.	Completed	N/A
16-08	PROCUREMENT DEPARTMENT/ AUTHORITY MANAGEMENT	Audit Report 16001, dated June 21, 2016, Contract Management	11	Impact: 6 Probability: 5	Authority Management should ensure that a complete formal contract management procedure manual is in place in all departments to ensure compliance with Board policies, consistent practices, and proper internal controls. Manuals should be reviewed and updated as needed, on a regular basis, preferably at least every two years.	The structure and format of the draft manual is being updated so that it is consistent with the new intranet and internal documentation format to be rolled out by TCC in February 2018. The manual and links will be published after the transition has taken place.	In Progress	Third Quarter FY18
17-10	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report 17017, dated November 17, 2016, Avis Budget Car Rental, LLC	11	Impact: 6 Probability: 5	We recommend that the Business and Financial Management Department develop a process to ensure that the Use & Occupancy Permit fixed rent is adjusted every July 1 of each calendar year using the Consumer Price Index, and determine if the underpayment of \$1,475 should be collected retroactively.	Processes were developed and are currently in place.	Completed	N/A

NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10, and a maximum possible combined score of 20.

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of December 31, 2017	OCA's Assessment	Estimated Completion Date
18-02	INFORMATION & TECHNOLOGY SERVICES DEPARTMENT	Audit Report 17001, dated July 27, 2017, Telecommunications Services and Billing	10	Impact: 6 Probability: 4	We recommend that the Information & Technology Services (I&TS) Department document the applicable procedures for operating and modifying the AT&T services at the Authority and to document the procedures surrounding mobile devices. I&TS should consider maintaining a manual of these procedures that would be understandable for I&TS staff who are unfamiliar with these systems to operate them and to preserve the telecommunications functions.	All procedures are documented, and the I&TS staff are following the new procedures for AT&T and mobile devices. Operating procedures are documented and available for staff in ECMS.	Completed	N/A
18-07	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report 18016, dated September 1, 2017, BW-Budget-SDA, LLC	8	Impact: 5 Probability: 3	We recommend that the Business and Financial Management Department issue an invoice to Budget in the amount of \$9,243 for the net underpayment of concession and Customer Facility Charge fees.	Full payment was received.	Completed	N/A
18-09	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report 18037, dated December 11, 2017, Green Motion SAN, LLC	7	Impact: 4 Probability: 3	We recommend that the Business & Financial Management Department request that the Accounting Department issue an invoice to Green Motion SAN, LLC in the amount of \$3,886 for the net underpayment of concession fees and rents.	An invoice was issued with a due date of February 2018.	In Progress	February 2018

NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10, and a maximum possible combined score of 20.

STAFF REPORT

Meeting Date: **MARCH 1, 2018**

Subject:

Approve and Authorize the President/CEO to execute a Second Amendment to the Agreement with Meyers Nave Riback Silver & Wilson

Recommendation:

Adopt Resolution No. 2018-0020, approving and authorizing the President/CEO to execute a Second Amendment to the Agreement with Meyers Nave Riback Silver & Wilson for Professional Legal Services extending the term for one year.

Background/Justification:

On March 1, 2012, the Board authorized the award of an agreement with Meyers Nave Riback Silver & Wilson ("Law Firm") to provide professional legal services regarding environmental issues [Resolution No. 2012-0028]. The Agreement has a term of three years with two one-year options to renew at the discretion of the President/CEO and a maximum compensation amount of three hundred thousand dollars (\$300,000). The President/CEO exercised the first and second options to extend the term. On April 6, 2017, the Authority approved a First Amendment to extend the term one year. [Resolution No. 2017-0034]. The term of the agreement will expire on April 12, 2018.

Law Firm assists the General Counsel's office in matters related to the Laurel Hawthorne Central Embayment in San Diego Bay. The Laurel Hawthorne Central Embayment is that portion of San Diego Bay that lies north of an imaginary line drawn from the southeast corner of the Coast Guard Station on North Harbor Drive to the West Hawthorne Street pier; an area also generally known as the Downtown Anchorage. On June 18, 2014, the San Diego Regional Water Quality Control Board ("Regional Board") issued Investigative Order No. R9-2013-007 ("Investigative Order") to the Airport Authority, the San Diego Unified Port District ("Port"), and General Dynamics (collectively, the "Parties"). The Investigative Order was issued under the authority of §§ 13267 and 13304 of the State Water Code ("Porter-Cologne Water Quality Control Act") and directs the Parties to submit technical reports pertaining to an investigation of sediment chemistry in the Laurel Hawthorne Central Embayment in San Diego Bay. The Investigative Order required the Parties to act collectively to submit a Sediment Chemistry Assessment Work Plan and a Sediment Chemistry Assessment Report describing the results from implementing the Work Plan. The Regional Board has indicated that it will likely issue another Investigative Order to further characterize the site and may require additional actions. Law Firm has been representing the Authority in this matter prior to the issuance of the Investigative Order and continues to represent the Authority in ongoing discussions with the

Regional Board. Due to the Law Firm's knowledge of and involvement in the Laurel Hawthorne Central Embayment and ongoing discussions with the Regional Board, the General Counsel believes it is in the best interest of the Authority to continue to retain Law Firm to handle these matters.

Fiscal Impact:

Not applicable.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

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

Application of Inclusionary Policies:

Not applicable.

Prepared by:

AMY GONZALEZ
GENERAL COUNSEL

RESOLUTION NO 2018-0020

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE LEGAL SERVICES AGREEMENT WITH MEYERS NAVE RIBACK SILVER & WILSON EXTENDING THE TERM FOR ONE YEAR

WHEREAS, on March 1, 2012, the Board authorized the award of an agreement with Meyers Nave Riback Silver & Wilson (“Law Firm”) to provide professional legal services regarding environmental issues [Resolution No. 2012-0028]; and

WHEREAS, the Agreement has a term of three years with two one-year options to renew at the discretion of the President/CEO and a maximum compensation amount of three hundred thousand dollars (\$300,000); and

WHEREAS, the President/CEO exercised the first and second options to extend the term resulting in an expiration date of April 12, 2017; and

WHEREAS, on April 6, 2017, the Board authorized a First Amendment to the Agreement extending the term for one year [Resolution No. 2017-0034]; and

WHEREAS, Law Firm assists the General Counsel’s office in ongoing matters related to the Laurel Hawthorne Central Embayment in San Diego Bay; and

WHEREAS, on June 18, 2014, the San Diego Regional Water Quality Control Board (“Regional Board”) issued Investigative Order No. R9-2013-007 (“Investigative Order”) to the Airport Authority, the San Diego Unified Port District (“Port”), and General Dynamics (collectively, the “Parties”); and

WHEREAS, the Investigative Order directed the Parties to submit technical reports pertaining to an investigation of sediment chemistry in the Laurel Hawthorne Central Embayment in San Diego Bay; and

WHEREAS, the Parties complied with the Investigative Order; and

WHEREAS, the Regional Board has indicated that it will likely issue another Investigative Order and eventually will issue a Clean Up and Abatement Order for the site; and

WHEREAS, Law Firm has been representing the Authority in this matter prior to the issuance of the Investigative Order and continues to effectively represent the Authority in ongoing discussions with the Regional Board; and

WHEREAS, due to the Law Firm's knowledge of and involvement in the Laurel Hawthorne Central Embayment and ongoing discussions with the Regional Board, the General Counsel believes it is in the best interest of the Authority to continue to retain Law Firm to handle these matters.

NOW, THEREFORE, BE IT RESOLVED that the Board approves and authorizes the President/CEO to execute a second amendment to the Legal Services Agreement with Meyers Nave Riback Silver & Wilson extending the term by one year; and

BE IT FURTHER RESOLVED that this Board finds this action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), nor is it a "project" as defined by the California Coastal Act.

PASSED, ADOPTED, AND APPROVED by the Board at the San Diego County Regional Airport Authority at a regular meeting this 1st day of March, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MARCH 1, 2018**

Subject:

Approve the First Amendment to the Agreement with AECOM Technical Services, Inc., and Authorize the President/CEO to Execute the Amendment

Recommendation:

Adopt Resolution No. 2018-0021, approving the first amendment to the agreement with AECOM Technical Services, Inc., and authorizing the President/CEO to exercise the first one-year extension and increase the compensation amount by \$8,000,000 for a new not-to-exceed amount of \$68,000,000.

Background/Justification:

The San Diego County Regional Airport Authority ("Authority") has maintained and improved facilities and infrastructure at San Diego International Airport ("SDIA") through its Capital Improvement and Major Maintenance Programs ("CIP/MMP") by augmenting Authority Staff ("Staff") utilizing a competitively-selected program management firm.

The Program Management/Construction Management (PM/CM) Agreement allows for immediate access to highly skilled individuals for performance of specialized architectural and engineering services. This approach to managing the Airport's CIP/MMP is to work with a blended organization that integrates Authority and Consultant Staff into a single high performing team while at the same time recognizing the contracting consultant relationship. In addition to the CIP/MMP, the PM/CM Agreement is currently providing support services for the implementation of the Federal Inspection Station, Parking Plaza, and the Airport Development Program (ADP) Programmatic Documents. The ability to mobilize and demobilize consultants when needed, based on the CIP/MMP demands, is the most cost effective and expedient (time sensitive) approach for implementing the program to maintain flexibility, optimize use of resources for accelerated project delivery, and supports the Authority's operational and financial strategic goals.

In April 2015, the Authority contracted with AECOM Technical Services, Inc. ("AECOM"), to provide program management services for the CIP/MMP, for a term of three years, in an amount of \$60,000,000, with the option of two one-year extensions. Given that the three-year term of the agreement is set to expire April 22, 2018, Staff is requesting that the Board authorize the President/CEO to exercise the first one year option to extend the agreement from April 23, 2018 to April 22, 2019. This extension will enable the Authority to continue receiving PM/CM support services from AECOM for the Authority's ongoing CIP/MMP while providing Staff sufficient time to proceed with re-competing for new PM/CM services with a new Request for Qualifications, as well as on-board the new PM/CM while phasing out the current agreement.

This first amendment to the Agreement with AECOM will maintain current professional services including, but not limited to: program management, project management, construction management, financial analysis, project scheduling, project inspection, safety management, design development, and other staff augmentation related construction and design services.

Staff is forecasting based on the ongoing support of the current FY2018-2019 Board approved CIP Program, the upcoming CIP/MMP Program for FY2019, and planning/programming of the ADP, that approximately \$8.9 million will remain at the end of the first three years of the agreement. An additional funding requirement of \$8 million is needed for the PM/CM support services anticipated for the next year. This remaining amount plus the forecasted \$8 million will be sufficient to support the Authority's development program for the proposed option year while staff re-competes for new PM/CM services, and transitions the work to the new PM/CM.

Fiscal Impact:

Adequate funds for the On-call Program Management Services Agreement is included with the Board approved FY2018-2022 Capital Program Budget and adopted FY2018 and conceptually approved FY2019 Operating Expense Budgets within the Services – Other Professional line item. Sources of funding will depend on the project(s) utilizing the services and include, but are not limited to, Airport Revenue Bonds, Passenger Facility Charges, Customer Facility Charges, Airport Cash, Special Facility Bonds, short-term borrowing using the Revolving Line of Credit and Federal Entitlement and Discretionary Grants.

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 preferences were applied to the award of the On-Call Program Management and Support Services Agreement with AECOM Technical Services, Inc., however AECOM Technical Services, Inc. has committed to working with the Airport Authority to maximize participation by small, local and historically underrepresented businesses on this contract. They proposed an aggressive Outreach and Subcontracting Approach (OSA) and Inclusionary Development Plan (IDP) which delineates how they plan to exceed the program's 30% small business and 60% local business participation.

Prepared by:

DENNIS PROBST
VICE-PRESIDENT, DEVELOPMENT

RESOLUTION NO. 2018-0021

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING THE FIRST AMENDMENT TO THE AGREEMENT WITH AECOM TECHNICAL SERVICES, INC., AND AUTHORIZING THE PRESIDENT/CEO TO EXERCISE THE FIRST ONE-YEAR EXTENSION OPTION AND INCREASE THE COMPENSATION AMOUNT BY \$8,000,000 FOR A NEW NOT-TO-EXCEED AMOUNT OF \$68,000,000

WHEREAS, the San Diego County Regional Airport Authority ("Authority") has maintained and improved facilities and infrastructure at San Diego International Airport ("SDIA") through its Capital Improvement and Major Maintenance Programs ("CIP/MMP") by augmenting Authority Staff ("Staff") utilizing a competitively-selected program management firm; and

WHEREAS, the Program Management/Construction Management (PM/CM) Agreement allows for immediate access to highly skilled individuals for performance of specialized architectural and engineering services; and

WHEREAS, this approach to managing the Airport's CIP/MMP is to work with a blended organization that integrates Authority and Consultant Staff into a single high performing team while at the same time recognizing the contracting consultant relationship; and

WHEREAS, in addition to the CIP/MMP, the PM/CM Agreement is currently providing support services for the implementation of the Federal Inspection Station, Parking Plaza, and the Airport Development Program (ADP) Programmatic Documents; and

WHEREAS, the ability to mobilize and demobilize consultants when needed, based on the CIP/MMP demands, is the most cost effective and expedient (time sensitive) approach for implementing the program to maintain flexibility, optimize use of resources for accelerated project delivery, and supports the Authority's operational and financial strategic goals; and

WHEREAS, in April 2015, the Authority contracted with AECOM Technical Services, Inc. ("AECOM"), to provide program management services for the CIP/MMP, for a term of three years, in an amount of \$60,000,000, with the option of two one-year extensions; and

WHEREAS, given that the three-year term of the agreement is set to expire April 22, 2018, Staff is requesting that the Board authorize the President/CEO to exercise the first one year option to extend the agreement from April 23, 2018 to April 22, 2019; and

WHEREAS, this extension will enable the Authority to continue receiving PM/CM support services from AECOM for the Authority's ongoing CIP/MMP while providing Staff sufficient time to proceed with re-competing for new PM/CM services with a new Request for Qualifications, as well as on-board the new PM/CM while phasing out the current agreement; and

WHEREAS, this first amendment to the Agreement with AECOM will maintain current professional services including, but not limited to; program management, project management, construction management, financial analysis, project scheduling, project inspection, safety management, design development, and other staff augmentation related construction and design services; and

WHEREAS, Staff is forecasting based on the ongoing support of the current FY2018-2019 Board approved CIP Program, the upcoming CIP/MMP Program for FY2019, and planning/programming of the ADP, that approximately \$8.9 million will remain at the end of the first three years of the agreement; and

WHEREAS, an additional funding requirement of \$8 million is needed for the PM/CM support services anticipated for the next year; and

WHEREAS, this remaining amount plus the forecasted \$8 million will be sufficient to support the Authority's development program for the proposed option year while staff re-competes for new PM/CM services, and transitions the work to the new PM/CM.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the first amendment to the agreement with AECOM Technical Services, Inc., and authorizes the President/CEO to exercise the first one year extension to provide program management and support services in support of the Authority's Capital Improvement and Major Maintenance Programs extending the term of the agreement from April 23, 2018 to April 22, 2019, and increasing the current agreement amount of \$60,000,000 by \$8,000,000 for a new total agreement amount not-to-exceed \$68,000,000; and

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

BE IT FURTHER RESOLVED that the Board finds 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 1st day of March, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MARCH 1, 2018**

Subject:

Award a Contract to S&L Specialty Construction, Inc. for Quieter Home Program Phase 9, Group 4, Project No. 380904 Thirty-Four (34) Non-Historic Multi-Family and Single-Family Units on Nineteen (19) Residential Properties Located West of the Airport

Recommendation:

Adopt Resolution No. 2018-0022, awarding a contract to S&L Specialty Construction, Inc. in the amount of \$1,023,000 for Phase 9, Group 4, Project No. 380904, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

Background/Justification:

The Authority's Quieter Home Program ("Program") provides sound attenuation treatment to residences within the highest noise-impacted neighborhoods surrounding San Diego International Airport ("SDIA"). This contract for Phase 9, Group 4, Project number 380904 includes installation of new acoustical windows, doors, and ventilation improvements to reduce aircraft-related noise levels and provide sound attenuation to thirty-four (34) Non-Historic Multi-Family and Single-Family Units on nineteen (19) residential properties located west of the airport (refer to Attachment A).

To date, the Program has completed 3,491 residences, of which 832 are historic and 2,659 are non-historic. 2,168 residences are located west of SDIA and 1,323 are located east of SDIA.

Project No. 380904 was advertised on January 9, 2018, and bids were opened on February 8, 2018. The following bids were received (refer to Attachment B):

Company	Total Bid
G&G Specialty Contractors, Inc.	\$1,026,612.00
S&L Specialty Construction, Inc.	\$1,023,000.00

The Engineer's estimate is \$1,088,455.

The low bid of \$1,023,000 is considered responsive and S&L Specialty Construction, Inc. is considered responsible. Award to S&L Specialty Construction, Inc. is, therefore, recommended in the amount of \$1,023,000.

Fiscal Impact:

Adequate funds for the contract with S&L Specialty Construction, Inc. are included in the adopted FY 2017 and FY 2018 Operating Expense Budgets within the Quieter Home

Program budget line item. Sources of funding include federal Airport Improvement Program grants and Passenger Facility Charges.

Authority Strategies:

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

Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. CEQA. This Board action is a “project” subject to the California Environmental Quality Act (“CEQA”), Pub. Res. Code §21065. The individual projects under the Quieter Home Program are part of a class of projects that are categorically exempt from CEQA: 14 Cal. Code Regs. §15301 – “Existing Facilities: Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency’s determination.”
- B. California Coastal Act. This Board action is a “development” as defined by the California Coastal Act, Cal. Pub. Res. Code §30106. The individual projects under the Quieter Home Program will consist of treatments to single-family and multi-family dwellings. Improvements to single-family homes are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(a) and 14 Cal. Code Regs. §13250 – “Improvements to Single-Family Residences.” The proposed improvements to multi-family residences are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(b) and 14 Cal. Code Regs. §13253 – “Improvements to Structures Other than Single-Family Residences and Public Works Facilities that Require Permits.”

Application of Inclusionary Policies:

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

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

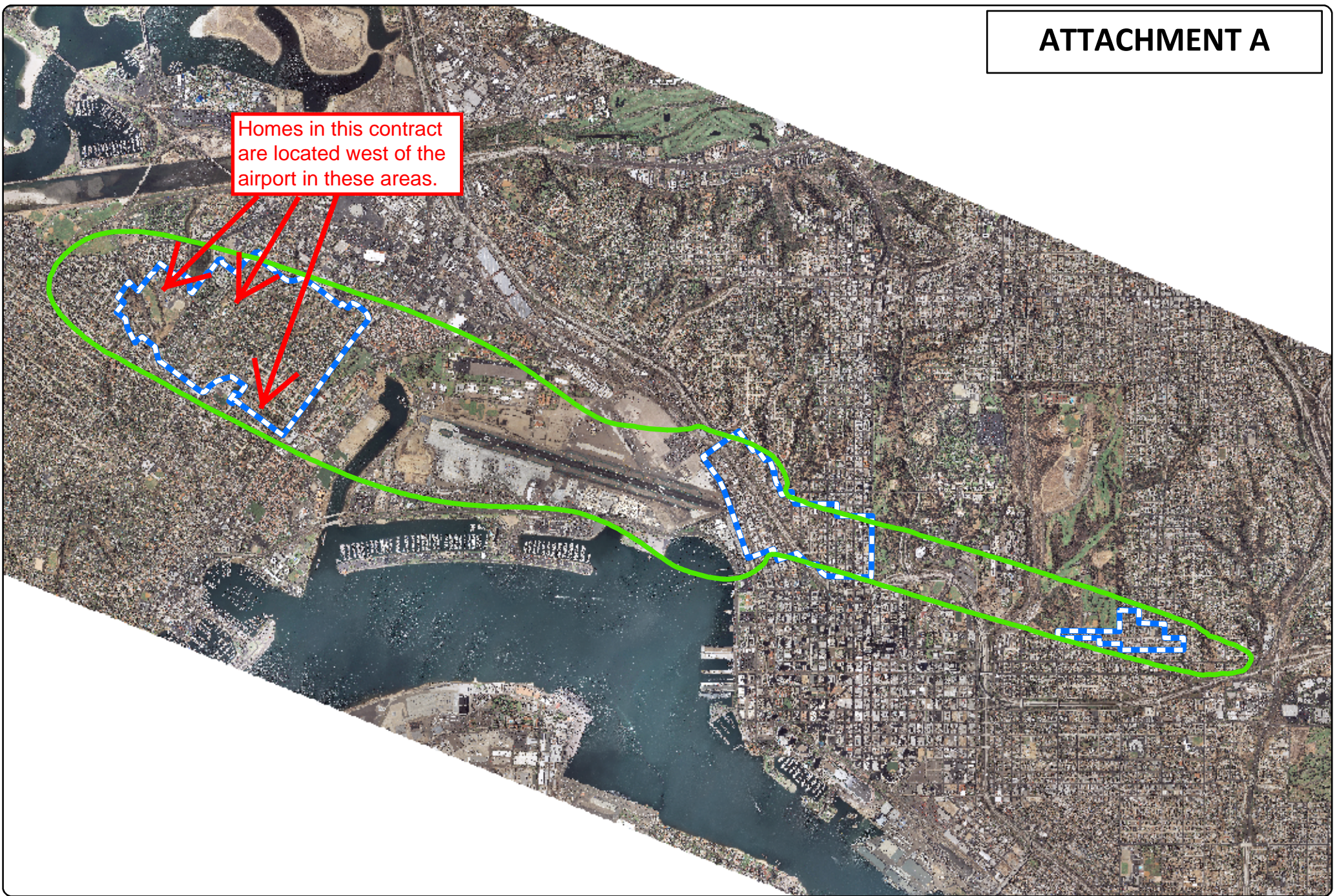
This project utilizes federal funds; therefore, it will be applied toward the Authority's overall DBE goal. S&L Specialty Construction, Inc. proposed 4.19% DBE participation on QHP Phase 9, Group 4.

Prepared by:

BRENDAN REED
DIRECTOR, PLANNING & ENVIRONMENTAL AFFAIRS

ATTACHMENT A

Homes in this contract are located west of the airport in these areas.



Map Notes:
Staff Report Attachment A

1 inch = 3,898 feet

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Land Use - SanGIS 2/07

- Single-Family Residential
- Multi-Family Residential
- Condominiums

- QHP Completed
- QHP Ineligible
- County Parcel

- 67 dB Boundary
- 65 dB CNEL Contour
- Address Point

San Diego County Regional Airport Authority
Quieter Home Program
Project 380904

TABULATION OF BIDS

TITLE: QUIETER HOME PROGRAM PROJECT NO. 380904
BIDS OPENED: February 8, 2018 at 2:00 p.m.
ENGINEER'S ESTIMATE: \$1,088,455.00

CONTRACTOR:				S&L Specialty Construction, Inc.				G&G Specialty Contractors, Inc.					
ADDRESS:				315 S. Franklin Street, Syracuse, NY 13202				1221 N. Mondel Drive, Gilbert, AZ 85233					
GUARANTEE OF GOOD FAITH:				Liberty Mutual Insurance Company				Hartford Casualty Insurance Company					
Res No.	Bid Item Number - Name/Address			Dwelling Units	Unit of Measure	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)
380904.62	SEAN P. & SARAH E. CONROY	3053 WING STREET	1	Lump Sum	26,500.00	9,000.00	4,500.00	40,000.00	28,865.00	14,098.00	3,200.00	46,163.00	
380904.63	JONATHAN GILL	3803 NIPOMA PLACE	1	Lump Sum	39,500.00	10,000.00	4,500.00	54,000.00	33,344.00	15,422.00	3,200.00	51,966.00	
380904.64	NATHANIEL & KIMBERLY FRICHTEL	3681 OLEANDER DRIVE	1	Lump Sum	33,000.00	0.00	0.00	33,000.00	30,369.00	0.00	0.00	30,369.00	
380904.65	BARNEY L. FIRKS II	4252 MONTALVO STREET	1	Lump Sum	30,200.00	3,000.00	800.00	34,000.00	25,153.00	4,200.00	600.00	29,953.00	
380904.66	JASON & VALERIE LAWSON	3126 RANLEIGH COURT	1	Lump Sum	39,500.00	10,000.00	4,500.00	54,000.00	36,352.00	15,422.00	3,200.00	54,974.00	
380904.68	JEFFREY NEWELL & LINDSEY MCGREGOR	3613 LELAND STREET	1	Lump Sum	28,900.00	6,000.00	1,100.00	36,000.00	26,736.00	7,500.00	1,200.00	35,436.00	
380904.69	KEVIN W. & THERESA A. BAGG	2234 POINSETTIA DRIVE	1	Lump Sum	30,300.00	7,000.00	1,700.00	39,000.00	24,765.00	10,500.00	1,200.00	36,465.00	
380904.70	ROBERT GELMAN & CAROLINA CHIOINO	2302 LUCERNE DRIVE	1	Lump Sum	29,100.00	9,000.00	3,900.00	42,000.00	29,261.00	13,200.00	3,000.00	45,461.00	
380904.71	RICHARD M. & TERRIE L. MCNEELY	3075 EVERGREEN STREET	1	Lump Sum	28,000.00	0.00	0.00	28,000.00	26,752.00	0.00	0.00	26,752.00	
380904.72	SEAN ROBINSON & WHITNEY PRICE	2980 WING STREET	1	Lump Sum	25,400.00	5,000.00	1,600.00	32,000.00	26,489.00	6,700.00	1,700.00	34,889.00	
380904.73	LON A. & DENISE M. BEVERS	2712 POINSETTIA DRIVE	1	Lump Sum	50,000.00	0.00	0.00	50,000.00	42,200.00	0.00	0.00	42,200.00	
380904.74	GENE & SANDRA RABE	3681 LELAND STREET	1	Lump Sum	31,000.00	0.00	0.00	31,000.00	28,370.00	0.00	0.00	28,370.00	
380904.75	MANUEL A. & STACY CARREIRA	2543 WORDEN STREET	1	Lump Sum	24,500.00	10,000.00	4,500.00	39,000.00	24,896.00	15,422.00	3,200.00	43,518.00	
380904.76	ROSS A. & KENDRA L. OAKES MUELLER	3436 WISTERIA DRIVE	1	Lump Sum	39,100.00	15,000.00	5,900.00	60,000.00	35,365.00	25,422.00	4,600.00	65,387.00	
380904.78	CLYDE W. & JOHNNENE A. SMITH	3386 WISTERIA DRIVE	1	Lump Sum	17,400.00	8,000.00	1,600.00	27,000.00	18,397.00	11,500.00	1,400.00	31,297.00	
380904.81	JAMES ALVES	2770 NIPOMA STREET	1	Lump Sum	22,300.00	10,000.00	2,700.00	35,000.00	20,219.00	15,422.00	1,400.00	37,041.00	
380904.83	GEORGE & JANET HOOVER	2836 POINSETTIA DRIVE	1	Lump Sum	22,400.00	8,000.00	1,600.00	32,000.00	23,910.00	11,500.00	1,200.00	36,610.00	
380904.86	TRACEY GOODMAN	3413 LARGA CIRCLE	1	Lump Sum	47,000.00	0.00	0.00	47,000.00	44,303.00	0.00	0.00	44,303.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 1	1	Lump Sum	17,200.00	3,000.00	800.00	21,000.00	16,357.00	3,600.00	500.00	20,457.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 2	1	Lump Sum	14,200.00	3,000.00	800.00	18,000.00	14,173.00	3,600.00	500.00	18,273.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 3	1	Lump Sum	14,200.00	3,000.00	800.00	18,000.00	14,173.00	3,600.00	500.00	18,273.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 4	1	Lump Sum	17,200.00	3,000.00	800.00	21,000.00	16,357.00	3,600.00	500.00	20,457.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 5	1	Lump Sum	14,200.00	3,000.00	800.00	18,000.00	14,173.00	3,600.00	500.00	18,273.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 6	1	Lump Sum	14,200.00	3,000.00	800.00	18,000.00	14,173.00	3,600.00	500.00	18,273.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 7	1	Lump Sum	17,200.00	3,000.00	800.00	21,000.00	16,357.00	3,600.00	500.00	20,457.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 8	1	Lump Sum	14,200.00	3,000.00	800.00	18,000.00	14,173.00	3,600.00	500.00	18,273.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 9	1	Lump Sum	14,200.00	3,000.00	800.00	18,000.00	14,173.00	3,600.00	500.00	18,273.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 10	1	Lump Sum	16,200.00	3,000.00	800.00	20,000.00	15,298.00	3,600.00	500.00	19,398.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 11	1	Lump Sum	17,200.00	3,000.00	800.00	21,000.00	16,357.00	3,600.00	500.00	20,457.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 12	1	Lump Sum	14,200.00	3,000.00	800.00	18,000.00	14,173.00	3,600.00	500.00	18,273.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 13	1	Lump Sum	14,200.00	3,000.00	800.00	18,000.00	14,173.00	3,600.00	500.00	18,273.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 14	1	Lump Sum	16,200.00	3,000.00	800.00	20,000.00	15,298.00	3,600.00	500.00	19,398.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 15	1	Lump Sum	17,200.00	3,000.00	800.00	21,000.00	15,225.00	3,600.00	500.00	19,325.00	
380904.88	THE MESQUITA FAMILY PARTNERSHIP, L.P.	4365 MONTALVO STREET, UNIT 16	1	Lump Sum	17,200.00	3,000.00	800.00	21,000.00	15,225.00	3,600.00	500.00	19,325.00	
								Subtotal	\$1,023,000.00			Subtotal	\$1,026,612.00
								TOTAL BID	\$1,023,000.00			TOTAL BID	\$1,026,612.00

RESOLUTION NO. 2018-0022

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AWARDING A CONTRACT TO S&L SPECIALTY CONSTRUCTION, INC. IN THE AMOUNT OF \$1,023,000.00 FOR PHASE 9, GROUP 4, PROJECT NO. 380904, OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY'S QUIETER HOME PROGRAM

WHEREAS, the San Diego County Regional Airport Authority ("Authority") has established a residential sound insulation program, known as the Quieter Home Program ("Program"), to reduce aircraft noise levels in the homes of residents living within the highest noise-impacted neighborhoods surrounding San Diego International Airport ("Airport"); and

WHEREAS, Phase 9, Group 4, of the Program will include installation of new acoustical windows, doors, and ventilation improvements to reduce aircraft-related noise levels inside the homes; and

WHEREAS, Phase 9, Group 4, of the Program provides sound attenuation to thirty-four (34) non-historic multi-family and single-family units on nineteen (19) residential properties located west of the Airport; and

WHEREAS, the Authority issued a Bid Solicitation Package for Phase 9, Group 4, on January 9, 2018; and

WHEREAS, on February 8, 2018, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the apparent low bidder S&L Specialty Construction, Inc. submitted a bid of \$1,023,000.00 and the Authority's staff has duly considered the bid and has determined S&L Specialty Construction, Inc. is responsible and that its bid is responsive in all material respects; and

WHEREAS, the San Diego County Regional Airport Authority Board ("Board") believes that it is in the best interest of the Authority and the public that it serves to award S&L Specialty Construction, Inc., the lowest bidder, the contract for Phase 9, Group 4, upon the terms and conditions set forth in the Bid Solicitation Package.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards a contract to S&L Specialty Construction, Inc. in the amount of \$1,023,000.00 for

Phase 9, Group 4, Project No. 380904, of the San Diego County Regional Airport Authority's Quieter Home Program; and

BE IT FURTHER RESOLVED that the Authority's President/CEO or designee is hereby authorized to execute and deliver such contract to S&L Specialty Construction, Inc.; and

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

BE IT FURTHER RESOLVED that the Board of the San Diego County Regional Airport Authority finds that this is a "project" as defined by the California Environmental Quality Act ("CEQA"), Cal. Pub. Res. Code §21065; and is a "development," as defined by the California Coastal Act, Cal. Pub. Res. Code §30106 and that the individual Quieter Home Program projects are categorically exempt from the CEQA under Cal. Code Regs. §15301(f), "Existing Facilities," and are exempt from coastal permit requirements under Cal. Pub. Res. Code §§30610(a) and 30610(b) and 14 Cal. Code Regs. §§13250 and 13253.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this Thursday day of March 1, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MARCH 1, 2018**

Subject:

Approve and Authorize the President/CEO to Execute an Agreement with Serco Inc., to Provide Ramp Control Facility Services at San Diego International Airport

Recommendation:

Adopt Resolution No. 2018-0023, approving and authorizing the President/CEO to execute an agreement with Serco Inc. to provide Ramp Control Services for three (3) years, with two (2) one-year extensions exercisable at the sole discretion of the President/CEO, in an amount not-to-exceed \$3,845,000.

Background/Justification:

On December 7, 2009 the FAA Tower Manager issued a letter to the Director of Airside Operations stating that the ten (10) new gates, taxi-lane and Remain Over Night (RON) parking ramps associated with the Terminal Development Program (Greenbuild) were not visible from the Tower, and therefore the FAA would not accept control responsibility for the area. As a result of that letter, the Airport Authority issued an RFP and selected Serco Inc. to provide Ramp Control Services between April 15, 2013 and April 14, 2018. Given the success of the Ramp Control Facility (RCF), the FAA requested that the number of gates under ramp control be increased from ten (10) to twenty-four (24). This was implemented in February of 2015 and resulted in the RCF expanding ramp control services to gates 23, 25, 27, 29 and 31 within Terminal Two East and Gates 33 through 51, including both the West and Island RON ramps at Terminal Two West.

On December 20, 2017, the Authority issued a Request for Proposals (RFP) soliciting proposals from qualified companies to provide professional ramp control services. The RFP specifications required that two controllers be on duty from 6:00 AM to midnight daily, and one Supervisor be on duty from 8:00 AM to 5:00PM Monday through Friday. On January 17, 2018 the Authority received four (4) proposals from the following firms:

1. CI2 Aviation
2. Flamingo Air Management
3. Robinson Aviation
4. Serco Inc.

An interview panel, comprised of the Authority's Manager of Airside Operations, two Senior Airside Operations Duty Managers and one Supervisor from the SAN FAA Air Traffic Control Tower conducted a thorough review of the proposals. The interview panel interviewed all four firms, scoring each on: (1) organization experience and skill; (2) primary staff and (3) work plan. Procurement provided scoring for the cost / fees and small business preference.

Following are the interview rankings:

Rankings	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Total	Rank
CI2 Aviation	4	4	4	4	16	4
Flamingo Air Management	3	3	3	3	12	3
Robinson Aviation	2	2	2	2	8	2
Serco	1	1	1	1	4	1

Combined Scores	SB Preference	Cost / Fees	Organization Experience & Skill	Primary Staff	Work Plan	Total
CI2 Aviation	0	0	750	650	675	2075
Flamingo Air Management	0	720	660	575	550	2505
Robinson Aviation	0	640	1050	900	900	3490
Serco	0	800	1170	975	950	3895

Based upon the ranking scores above, the interview panel made the determination that Serco Inc. is the best qualified to continue to staff and operate the RCF. The panel unanimously rated Serco highest across all of the evaluation criteria's and they also had the lowest proposed contract cost. The proposed contract cost Serco provided is less than their current contract amount, which according to them was made possible due to lower internal infrastructure and insurance cost.

Serco Inc. is the third largest air navigation service provider globally and handles six (6) million annual aircraft movements across North America, Europe and the Middle East. They have over 70 years of experience in performing Air Traffic Control operations, including VFR Towers, Radar Approach Control, En route Center, and Ramp Control functions, around the globe and they have provided aviation services in San Diego County since 1999 by staffing the VFR Towers at both Brown Field and Ramona Airport, and have provided ramp control services at SAN since 2013. The performance by Serco Inc. during the current contract period has been outstanding. In 2017 the RCF provided non-movement area advisories to 75,383 aircraft operations, up from 33,868 in 2014 during their first full calendar year of service. The Serco staff are all well trained, and ex-FAA or DoD Air Traffic Controllers; and are managed by a Supervisor with over 38 years of air traffic control experience.

Therefore, staff recommends that the Board Adopt Resolution No. 2018-0023, approving and authorizing the President/CEO to execute an agreement with Serco Inc. to provide Ramp Control Services for three (3) years, with two (2) one-year extensions exercisable at the sole discretion of the President/CEO, in an amount not-to-exceed \$3,845,000.

Fiscal Impact:

Adequate funding for the Agreement with the Serco Inc. for Ramp Control Services is included in the adopted FY 2018 and conceptually approved FY 2019 Operating Expense Budgets within the Airfield Cost Center. FY 2020 through FY 2022 expenses will be included in future budget requests.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

Application of Inclusionary Policies:

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

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

In accordance to Policy 5.12, the recommended firm, Serco Inc., did not receive the small business preference.

Prepared by:

GEORGE P. CONDON
DIRECTOR, AIRPORT OPERATIONS

RESOLUTION NO. 2018-0023

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH SERCO INC. TO PROVIDE RAMP CONTROL FACILITY SERVICES FOR THREE (3) YEARS, WITH TWO (2) ONE YEAR EXTENTIONS EXERCISABLE AT THE SOLE DISCRETION OF THE PRESIDENT/CEO, IN AN AMOUNT NOT TO EXCEED 3,845,000

WHEREAS, on December 20, 2017 the San Diego County Regional Airport Authority ("Authority") issued a Request for Proposal (RFP) soliciting proposals from qualified firms to provide professional ramp control services; and

WHEREAS, on January 17, 2018 the Authority received four (4) proposals from prospective firms in response to the RFP; and

WHEREAS, the Interview Panel, comprised of the Authority's Manager, Airside Operations, two (2) Senior Airside Operations Duty Manager's, and one Supervisor from the SAN Federal Aviation Administration Air Traffic Control Tower (ATCT); and

WHEREAS, the Interview Panel interviewed all four firms and based the scoring criteria on: (1) organization experience and skill (2) primary staff (3) work plan; and (4) cost/fees; and

WHEREAS, based upon the ranked scores, the Interview Panel unanimously made the determination that Serco Inc. is best qualified to staff and operate the ramp control facility.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute an agreement with Serco Inc. to provide Ramp Control Facility services for three (3) years, with two (2) one-year extensions exercisable at the sole discretion of the President/CEO, in an amount not to exceed 3,845,000; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 1st day of March, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MARCH 1, 2018**

Subject:

Approve and Authorize the President/CEO to Execute Two On-Call Airside / Landside Engineering Consulting Services Agreements at San Diego International Airport

Recommendation:

Adopt Resolution No. 2018-0024, approving and authorizing the President/CEO to execute two on-call Airside / Landside Engineering Consulting Services agreements, one with Atkins North America, Inc., and one with CH2M Hill, Inc., each for a term of three (3) years, with the option for two (2) one-year extensions, in an amount not-to-exceed \$10,000,000 each, and a maximum total aggregate amount not-to-exceed \$10,000,000 in support of the Capital Improvement and Major Maintenance programs at San Diego International Airport.

Background/Justification:

The San Diego County Regional Airport Authority (“Authority”) maintains and improves facilities and infrastructure at San Diego International Airport (“SDIA”) through its ongoing Capital Improvement and Major Maintenance Programs. Authority staff (“Staff”) utilizes on-call consultants to provide Airside/ Landside engineering services for these programs on an as-needed basis. These consultants are selected utilizing a qualification-based selection process.

On November 15, 2017, a Request for Qualifications (“RFQ”) was issued to obtain Statements of Qualifications (“SOQ”) from qualified firms to provide On-Call Airside / Landside Engineering Consultant Services for the Capital Improvement and Major Maintenance Programs.

A Selection Panel (“Panel”) was established which included key representatives from the Authority’s Departments of Facilities Development and Airside Operations.

On December 19, 2017, the Authority received eight SOQs from prospective consultant firms. The Panel conducted a thorough review of the SOQs and determined that five firms were uniquely qualified to perform the requested on-call services. The SOQ Scoring Criteria used to short-list qualified firms was based on the Consultant’s proposed work plan and approach methodology, Project Manager’s qualifications, project team qualifications, Consultant’s sustainable practices, and small business inclusionary approach and outreach.

On February 2, 2018 and February 6, 2018, the Panel interviewed and ranked the five short-listed firms as follows:

1. Atkins North America, Inc.
2. CH2M Hill, Inc.
3. HNTB Corporation
4. Mott MacDonald, LLC
5. Stantec Consulting Services, Inc.

The Evaluation Criteria used by the Panel to rank the above firms matched the Evaluation Criteria used during the SOQ short-listing process.

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Total	Rank
Atkins	1	2	2	1	1	7	1
CH2M	2	4	1	2	2	11	2
HNTB	3	1	3	4	3	14	3
Mott MacDonald	5	3	4	4	5	21	5
Stantec	4	5	5	2	4	20	4

Combined Scores	Project Manager	Project Team and Experience	Organizational Structure	Proposed Work Plan and Approach/Methodology	Sustainability	Inclusionary Approach and Outreach	Total
Atkins	1100	1320	840	920	215	205	4600
CH2M	1100	1290	820	900	210	225	4545
HNTB	1000	1290	820	860	210	190	4370
Mott MacDonald	925	1080	820	780	195	185	3985
Stantec	950	1140	760	780	195	200	4025

The top firms selected by the Panel were Atkins North America, Inc. and CH2M Hill, Inc. A brief background of the selected firms is provided:

Atkins North America, Inc.

Atkins is a civil engineering firm with over 50 years of experience, and more than 130 San Diego-based staff. Atkins and its subconsultants possess a wide range of expertise, including aviation-related engineering design services in airside, landside, utilities, drainage, pavement analysis, roadways, geotechnical, traffic, landscape, and surveying. Atkins has experience working at 37 US airports, including San Diego, Atlanta, New Orleans, Philadelphia, and Dallas/Ft. Worth. Atkins has provided exemplary service to the Authority as an airside/landside engineering consultant since 2015, for projects including the rehabilitation of Runway 9-27, Cross Taxiways B1, B4-B7, C1-C6, D, and the Commuter Terminal Apron, Clear Taxiway B OFA, and demolition of the World Trade Center building.

CH2M Hill, Inc.

CH2M Hill is consistently ranked as one of the top aviation design firms in the world by *Engineering News-Record*, and has current On-Call contracts with other major US airports, including Denver, Dallas/Ft. Worth, and Honolulu. CH2M recently merged with Jacobs Engineering, providing a California workforce of 1,100 engineers, technicians, planners, and construction personnel available to serve the Authority's needs. The combined aviation global experience of CH2M and Jacobs extends to working at over 400 airports worldwide including each of the top 30 airports in the United States providing expertise across all core aviation disciplines. CH2M and Jacobs have successfully worked together on multiple international and domestic airport projects. In addition to previous work at SAN, CH2M has worked at other airports across the nation providing airside and landside engineering services similar to projects at Denver International Airport (DEN), including Gate Apron Rehabilitation, Concourse C Remain Overnight Expansion East, Rehabilitate Runway 8-26 Complex Pavement and Electrical System – Phase 2, Runway 16L-34R and Associated Taxiways Pavement Rehabilitation, Apron Expansion for Southwest Airlines Additional Five Gates, and West Airfield Taxiway Improvements to name just a few of the completed and ongoing projects as part of their On-Call Services Agreement with DEN. Overall, CH2M brings specific expertise in all areas of aviation and includes airside and landside civil engineering, pavement management, electrical engineering, geotechnical, energy management, traffic engineering, and surveying.

Future Steps:

Authority Staff recommends that the Authority enter into an On-Call Airside / Landside Engineering Consulting Services Agreement ("Agreement") with the top ranked firms: Atkins North America, Inc. and CH2M Hill, Inc. In order to enter into an agreement with the top ranked firms, Staff will negotiate the scope of work and billing rates. If Staff cannot reach an agreement with the top rated raked firms, Staff will then enter into negotiations with the next ranked firm(s) until a scope and billing rates are achieved to the satisfaction of the Authority and the Consultant(s). Under the proposed resolution, the President/CEO would then have the authority to award an agreement to the next ranked firm and establish an agreement with that firm without further Board action.

Fiscal Impact:

Funds for the On-Call Airside / Landside Engineering Consulting Services Agreement are included within the approved FY2018-FY2022 Capital Program Budget and the adopted FY2018 Operating Budget, on an as-needed basis. Capital sources of funding will include Passenger Facility Charges, Airport Revenue Bonds, Airport Improvement Program Grants, and Airport Cash, depending on the individual project.

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'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 agreement utilizes federal funds; therefore, it will be applied toward the Authority's overall DBE goal. Both Prime Consultants – Atkins North America, Inc., and CH2M Hill, Inc. proposed an Inclusionary Approach and Outreach Plan which delineates their commitment to help the Airport meet the DBE goal of 8.4% and to maximize participation by small, local, historically underrepresented businesses.

Prepared by:

IRAJ GHAEMI
DIRECTOR, FACILITIES DEVELOPMENT

RESOLUTION NO. 2018-0024

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE TWO ON-CALL AIRSIDE / LANDSIDE ENGINEERING CONSULTING SERVICES AGREEMENTS, ONE WITH ATKINS NORTH AMERICA, INC., AND ONE WITH CH2M HILL, INC., EACH FOR A TERM OF THREE (3) YEARS, WITH THE OPTION FOR TWO (2) ONE-YEAR EXTENSIONS, IN AN AMOUNT NOT-TO-EXCEED \$10,000,000 EACH, AND A MAXIMUM TOTAL AGGREGATE AMOUNT NOT-TO-EXCEED \$10,000,000 IN SUPPORT OF THE CAPITAL IMPROVEMENT AND MAJOR MAINTENANCE PROGRAMS AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, the San Diego County Regional Airport Authority (“Authority”) maintains and improves facilities and infrastructure at San Diego International Airport (“SDIA”) through its ongoing Capital Improvement and Major Maintenance Programs; and

WHEREAS, Authority staff (“Staff”) utilizes on-call consultants to provide Airside/Landside engineering services for these programs on an as-needed basis; and

WHEREAS, these consultants are selected utilizing a qualification-based selection process; and

WHEREAS, on November 15, 2017, a Request for Qualifications (“RFQ”) was issued to obtain Statements of Qualifications (“SOQ”) from qualified firms to provide On-Call Airside/Landside Engineering Consultant Services for the Capital Improvement and Major Maintenance Programs; and

WHEREAS, a Selection Panel (“Panel”) was established which included key representatives from the Authority’s Departments of Facilities Development and Airside Operations; and

WHEREAS, on December 19, 2017, the Authority received eight SOQs from prospective consultant firms; and

WHEREAS, the Panel conducted a thorough review of the SOQs and determined that five firms were uniquely qualified to perform the requested on-call services; and

WHEREAS, the SOQ Scoring Criteria used to short-list qualified firms was based on the Consultant's proposed work plan and approach methodology, Project Manager's qualifications, project team qualifications, Consultant's sustainable practices, and small business inclusionary approach and outreach; and

WHEREAS, on February 2, 2018 and February 6, 2018, the Panel interviewed and ranked the five short-listed firms; and

WHEREAS, the Evaluation Criteria used by the Panel and upon conclusion of the interviews, the Panel ranked the firms as follows:

1. Atkins North America, Inc.
2. CH2M Hill, Inc.
3. HNTB Corporation
4. Mott MacDonald, LLC
5. Stantec Consulting Services, Inc.; and

WHEREAS, the top firms selected by the Panel were Atkins North America, Inc., and CH2M Hill, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute two On-Call Airside/Landside Engineering Consulting Services agreements, one with Atkins North America, Inc., and one with CH2M Hill, Inc., for a term of three (3) years, with the option for two (2) one-year extensions, in an amount not-to-exceed \$10,000,000 each, and a maximum total aggregate amount not-to-exceed \$10,000,000 in support of the Capital Improvement and Major Maintenance Programs at San Diego International Airport; and

BE IT FURTHER RESOLVED in order to enter into an On-Call Airside/Landside Engineering Consulting Services Agreement with the top rated firms, Staff will negotiate the scope of work and billing rates; and

BE IT FURTHER RESOLVED if Staff cannot reach an agreement with the top rated firms, Staff will then enter into negotiations with the next ranked firm; and

BE IT FURTHER RESOLVED that the Board authorizes the President/CEO to award an agreement to the next ranked firm and establish an agreement with that firm under the same terms and conditions described herein without further Board action; and

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

BE IT FURTHER RESOLVED that the Board finds 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 1st day of March, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **March 1, 2018**

Subject:

Approve and Authorize the President/CEO to Execute a 12kV Distribution System Operations, Maintenance, and Repair Services Agreement

Recommendation:

Adopt Resolution No. 2018-0025, approving and authorizing the President/CEO to execute an Agreement for 12kV Distribution System Operations, Maintenance, and Repair Services with Chula Vista Electric Company, for a term of three (3) years, with the option for two (2) one-year extensions exercisable at the discretion of the President/CEO, for a total not-to-exceed amount of \$4,060,000.

Background:

On August 26, 2013, the Board adopted Resolution 2013-0075 awarding a contract to Helix Electric, Inc. for the Construct Airport Electrical Distribution (12kV) Project [CIP #104136] at San Diego International Airport ("SDIA"). The project includes the construction of a new 12kV campus-wide underground electrical distribution system to provide power from the existing SDIA-owned 12kV substation to all facilities on SDIA property. In addition, the 12kV system will also provide an electrical distribution grid for photoelectric ("PV") power and future cogeneration power. With the addition of PV power and future cogeneration power, the Authority has established its own electrical microgrid system. The project was completed January 2015.

The implementation of the microgrid system introduced a new asset class to SDIA with associated operations, maintenance, and repair requirements. Accordingly, on September 4, 2014, the Board adopted Resolution 2014-0093 awarding a service agreement to Chula Vista Electric Co. to provide a comprehensive operation, maintenance, and repair program for the newly constructed 12Kv electrical distribution system which included:

- Development of a safety program for SDIA's 12kV electrical distribution system
- Development of a formal Operation and Maintenance program for SDIA's primary and secondary electrical systems
- Development of microgrid Quality Control Program and Operating Procedures for adding new or modifying existing electrical loads
- Providing personnel for all scheduled equipment maintenance, on-call repairs and/or equipment part replacements for the entire microgrid system including systems automations, supervisory control and data acquisition, underground vaults and manholes, conductors and fiber optic cables, and computer programming updates

Chula Vista's Agreement #8004200B expired November 30, 2017.

Justification:

On November 17, 2017, the Authority issued a Request for Proposal ("RFP") to renew the agreement for 12kV distribution system operations, maintenance, and repair services. On December 18, 2017, the Authority received three responses to the RFP from Baker Electric, Inc. ("Baker"); Chula Vista Electric Company ("CVE"); and Outsource Utility Contractor ("OUC").

On January 8, 2018, the Authority's Evaluation Panel ("Panel"), which was comprised of two representatives from Facilities Management, two representatives from Facilities Development and one representative from Planning and Environmental Affairs interviewed the three respondents. The Panel evaluated the respondents using weighted criteria of four factors: the firm's experience and qualifications, primary staff, proposed fees, and small business preference under Authority Policy 5.12.

The final ranking matrix from the panel is as follows:

Firm	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Total	Final Rank
Baker	2	2	2	2	2	10	2
CVE	1	1	1	1	1	5	1
OUC	3	3	3	3	3	15	3

The Panel unanimously ranked CVE as the best qualified respondent to provide services based on the evaluation criteria and interview.

Services to be performed under the agreement will include, but not limited to:

- Scheduled equipment preventive maintenance in accordance with the approved O&M Program
- Corrective maintenance to ensure the System is operating per design specifications
- Automation maintenance and engineering support of Supervisory Control and Data Acquisition ("SCADA") System
- As-needed work tasks and personnel augmentation

A brief background of the top ranked firm is provided:

Chula Vista Electric Co.

- Full service electrical and network systems contractor providing 24/7 emergency service and repair
- Specialists in providing medium and high voltage maintenance and repair
- Performed 12kV distribution system operations, maintenance and repair services at SDIA for the past three (3) years
- Comparable services performed for: SDG&E, City of San Diego, UCSD, and Marine Corps Air Station Miramar

Based on the Panel's evaluation of the three respondents and its finding that Chula Vista Electric Company was the best qualified overall, staff recommends awarding the 12kV distribution system operation, maintenance and repair agreement to Chula Vista Electric Company for a total not-to-exceed amount of \$4,060,000, for five years.

Fiscal Impact:

Adequate funding for the 12kV distribution system operation, maintenance and repair agreement is included in the adopted FY 2018 and conceptually approved FY 2019 Operating Expense Budgets within the Facilities Management Annual Repair and Service Contracts line item. The expense for this contract that will impact budget years not yet adopted or approved by the Board and will be included in future year budget requests.

Authority Strategies:

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

Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

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

Application of Inclusionary Policies:

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

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

In accordance to Policy 5.12, Chula Vista Electric Company received the 5% small business preference.

Prepared by:

DAVID LAGUARDIA
DIRECTOR, FACILITIES MANAGEMENT

RESOLUTION NO. 2018-0025

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT FOR 12kV DISTRIBUTION SYSTEM OPERATIONS, MAINTENANCE, AND REPAIR SERVICES WITH CHULA VISTA ELECTRIC COMPANY, FOR A TERM OF THREE (3) YEARS, WITH THE OPTION FOR TWO (2) ONE-YEAR EXTENSIONS EXERCISABLE AT THE DISCRETION OF THE PRESIDENT/CEO, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$4,060,000

WHEREAS, Authority advertised a Request for Proposal (“RFP”) on November 17, 2017, to provide 12kV distribution system operations, maintenance, and repair services at San Diego International Airport (“SDIA”); and

WHEREAS, on December 18, 2017, the Authority received three responses to the RFP from: Baker Electric, Inc. (“Baker”); Chula Vista Electric Company (“CVE”); and, Outsource Utility Contractor (“OUC”); and

WHEREAS, on January 8, 2018, the Authority’s Evaluation Panel (“Panel”), which was comprised of two representatives from Facilities Management, two representatives from Facilities Development and one representative from Planning and Environmental Affairs interviewed and ranked the three respondents; and

WHEREAS, the evaluation criteria used to evaluate the firms was weighted criteria of four factors: the firm’s experience and qualifications, primary staff, proposed fees, and small business preference under Authority Policy 5.12; and

WHEREAS, upon conclusion of the evaluation process, the Panel ranked CVE first; Baker second; and OUC third.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute an agreement for 12kV Distribution System Operations, Maintenance, and Repair Services with Chula Vista Electric Company, for a term of three (3) years, with the option for two (2) one-year extensions exercisable at the discretion of the President/CEO, for a total not-to-exceed amount of \$4,060,000; and

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

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 1st day of March, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MARCH 1, 2018**

Subject:

Adoption of Amended Authority Policy 9.20 – San Diego International Airport Noise Advisory Committee

Recommendation:

Adopt Resolution No. 2018-0026, amending Authority Policy 9.20 – San Diego International Airport Noise Advisory Committee.

Background/Justification:

In October of 2017, the Airport Noise Advisory Committee (ANAC) approved the ANAC Subcommittee's recommendation to add new community members to ANAC. The request was to add residents directly impacted by aircraft noise in La Jolla, Pacific Beach and Point Loma Heights. Staff conducted a comprehensive review of Board Policy 9.20, which establishes ANAC, to determine the most effective committee structure and ensure ANAC membership is balanced.

In considering changes to ANAC membership, staff felt it was important to retain community representatives from City of San Diego community planning groups (CPGs) as these ANAC members provide updates to their community concerning ANAC activities.

The Federal Aviation Administration (FAA) establishes the threshold for significant noise impact at the 65 decibel (dB) noise level. However, many communities outside the 65 dB noise contour have voiced concerns about San Diego International Airport operations and feel they should be represented on ANAC. Staff believes that the voting majority of community members should be from communities within the 65 dB contour, but proposes adding members outside this contour as well to represent those communities that are also concerned about San Diego International Airport-related aircraft noise.

To provide a more balanced discussion on aircraft noise issues, more industry members will also be asked to serve as voting members of ANAC.

Proposed ANAC Membership

Staff recommends maintaining representatives from the six CPGs within the 65 dB contour (voting majority) as ANAC members. Those members would serve a two-year term with one potential reappointment for a total of four years.

To address the recommendation to add community members to ANAC, an additional four voting members representing communities outside the 65 dB contour will be added. These members will represent communities that have the highest number of households submitting noise concerns. Three of these community members would be selected from within the City of San Diego, which has the most aircraft noise impacts under the

Airport’s flight paths, and one community member will be selected from a community located outside the City of San Diego.

During calendar year 2017, the three CPG jurisdictions located outside the 65 dB contour with the highest number of households concerned about SDIA-related aircraft noise were:

- Mission Beach Precise Planning Board
- La Jolla Community Planning Association
- Pacific Beach Planning Group

The jurisdiction located outside the City of San Diego that had the highest number of households concerned about SDIA-related aircraft noise was:

- City of La Mesa

Staff plans to ask the chairs of the three City of San Diego CPGs located outside of the 65 dB contour, or their designee, to provide a representative to serve on ANAC. For the jurisdiction outside the City of San Diego, staff will ask the City of La Mesa to determine the appropriate representative. The term for these four representatives will be two years, after which the Airport Authority will revisit the location and quantity of households submitting noise concerns.

Additionally, staff is proposing to add voting membership from aviation industry stakeholders to ANAC. To facilitate a more productive and balanced conversation at the ANAC meeting, the following representatives should be added:

- Airline flight operations
- Change “retired” airline pilot to “active” airline pilot
- National Business Aircraft Association
- Representative of regional economic or tourism industry from the Economic Development Corporation or Tourism Authority

The current membership compared to the proposed membership is shown below.

Existing Voting Membership = 13		Proposed Voting Membership = 18	
Member Type	Breakdown	Member Type	Breakdown
Community Members 9 Total	7 – Community Planning Groups 1 – General Community member in 65 dB 1 – Community group related to noise	Community Members 11 Total	6 – Community Planning Groups, within 65 dB 1 – General Community member within 65 dB rotated west and east every two years 3 – San Diego CPG, outside 65 dB 1 – Outside San Diego
Stakeholders 4 Total	2 – staff from jurisdictions 1 – Military 1 – Pilot (retired)	Stakeholders 7 Total	2 – Airport staff from City/Co. 1 – Military 1 – Pilot (active) 1 – Airline Flight Ops 1 – NBAA 1 – EDC / Tourism

Additional Policy Modifications

In addition to ANAC membership modifications, staff reviewed other areas of Policy 9.20

to ensure the Committee is functioning effectively and efficiently. Additional changes include:

- Greater clarity on the purpose of ANAC and members' role on the Committee. The purpose includes "a balanced forum for the discussion and evaluation of noise impacts around the Airport..." by:
 - o Identifying and analyzing airport noise issues and solutions.
 - o Providing policy recommendations or options to the Authority Board regarding noise issues.
 - o Ensuring the noise data is collected and disseminated to the public.
- Under meeting procedures, staff is proposing that the Committee create a work plan at the beginning of the year identifying the initiatives of the upcoming year to help guide the Committee in their efforts.
- The current department name was updated to Planning & Environmental Affairs.
- A change to note that there is a meeting summary, not meeting minutes, created after each ANAC meeting.

These modifications to Board Policy 9.20 were presented to ANAC on February 21, 2018. Staff is proposing that these changes take effect starting with the June 20, 2018, Committee 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:

BRENDAN REED
DIRECTOR, PLANNING & ENVIRONMENTAL AFFAIRS

RESOLUTION NO. 2018-0026

A RESOLUTION OF THE BOARD OF THE SAN
DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY, AMENDING AUTHORITY POLICY 9.20
– SAN DIEGO INTERNATIONAL AIRPORT NOISE
ADVISORY COMMITTEE

WHEREAS, the San Diego County Regional Airport Authority “Authority” established an Airport Noise Advisory Committee (ANAC) for community input and involvement relating to aircraft noise issues from aircraft operations at the San Diego International Airport; and

WHEREAS, on October 17, 2017, ANAC approved a recommendation to add voting community members directly impacted by aircraft noise from La Jolla, Pacific Beach and Point Loma Heights; and

WHEREAS, staff conducted a comprehensive review of Board Policy 9.20, which establishes ANAC, to determine the most effective community structure and ensure ANAC membership is balanced; and

WHEREAS, ANAC community representatives will continue to come from City of San Diego community planning groups (CPGs) as these ANAC members provide updates to their community concerning ANAC activities; and

WHEREAS, the Federal Aviation Administration establishes the threshold for significant noise impact at the 65 decibel (dB) noise level. However, many communities outside the 65 dB noise contour have voiced concerns about aircraft noise and feel they should be represented on ANAC; and

WHEREAS, the voting majority of community members should be from communities within the 65 dB contour, but four community members outside this contour will be added to represent those communities that are also concerned about San Diego International Airport-related aircraft noise; and

WHEREAS, the six representatives from CPGs within the 65 dB contour (voting majority) will remain as ANAC members. Those members will serve a two-year term with one potential reappointment for a total of four years; and

WHEREAS, to address the recommendation to add community members to ANAC, an additional four voting members representing communities outside the 65 dB contour will be added. These members will represent communities that have the highest number of households submitting noise concerns. Three of these community members will be selected from within the City of San Diego, which has the most aircraft noise impacts under the Airport's flight paths, and one community member will be selected from a community located outside the City of San Diego; and

WHEREAS, to facilitate a more productive and balanced conversation at the ANAC meeting, industry representatives will be added to include, airline flight operations, active airline pilot, National Business Aircraft Association, and a representative of regional economic or tourism industry from the Economic Development Corporation or Tourism Authority.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the amendments to Authority Policy 9.20 – San Diego International Airport Noise Advisory Committee, as reflected in “Exhibit A”; and

BE IT FURTHER RESOLVED that the Board finds this action is not a “project” that would have a significant effect on the environment as defined by the California Environmental Quality Act (“CEQA”), as amended, 14 Cal. Code Regs. §15378; is not a “project” subject to CEQA Cal. Pub. Res. Code (Cal. Pub. Resources 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 1st day of March, 2018, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

POLICIES

- ARTICLE 9** - **SAN DIEGO INTERNATIONAL AIRPORT**
PART 9.2 - **NOISE REGULATION**
SECTION 9.20 - **SAN DIEGO INTERNATIONAL AIRPORT NOISE ADVISORY COMMITTEE**
-

PURPOSE: To establish a community noise advisory committee for the San Diego County Regional Airport Authority ("**Authority**") for resident and community input and involvement relating to aircraft noise issues at San Diego International Airport ("**Airport**"). The Committee shall provide a balanced forum for the discussion and evaluation of noise impacts around the Airport through the following functions: (a) identify and analyze airport noise issues and solutions; (b) provide policy recommendations or options to the Authority Board regarding noise issues; and (c) ensure the noise data is collected and disseminated to the public.

POLICY STATEMENT:

The Authority's Board of Directors ("**Board**") recognizes that neighborhoods surrounding the Airport are affected by noise from aircraft operations. An Airport Noise Advisory Committee ("**Committee**"), consisting of individuals from various entities, organizations, residential areas, and professional associations, shall be formed in accordance with this policy.

COMMITTEE COMPOSITION:

(1) The Committee shall be established by local entities, organizations, residential areas and professional associations to represent both residents surrounding the airport and stakeholders at the Airport. The intent in forming the Committee is to provide communities surrounding the San Diego International Airport, the opportunity to provide input to the Board regarding various aircraft noise related projects.

(a) The Authority President/CEO (or designated representative) shall appoint no more than 13 voting members to the Committee. The voting membership shall be no more than 18 members to the Committee. Voting members may include representatives of the following entities, agencies, industries or interested groups:

Community Representatives Within 65 Decibel Contour – Appointed by the Chair of the Community Planning Group, or the Chair's designee, for a two year appointment with one additional reappointment for a possible total of four years:

1. City of San Diego (Staff Member)
2. County of San Diego (Staff Member)
3. Downtown Community Planning Council

4. Greater Golden Hill Planning Committee
5. Midway/Pacific Highway Community Planning Group
- ~~6. Mission Beach Precise Planning Board~~
7. Ocean Beach Planning Board
8. Peninsula Community Planning Board
9. Uptown Planners
- ~~10. The United States Military~~
- ~~11. Airline Pilot (retired)~~
12. General community member from within the current 65 dB Community Noise Equivalent Contours, rotated east and west of the airport every two years and appointed by the President/CEO
- ~~13. General community member from a legitimate community group, this group must have a formal structure including by laws, membership and regular meetings and will be approved, by vote, by the voting Committee members.~~

Community Representatives Outside 65 decibel contour – Determined by communities with the highest number of households submitting noise concerns from the previous calendar year. Appointed by the Chair of the Community Planning Group, or the Chair’s designee, for a two year appointment:

14. City of San Diego (Community Planning Group)
15. City of San Diego (Community Planning Group)
16. City of San Diego (Community Planning Group)
17. Outside City of San Diego (Community Group or designee)

Business Representatives Appointed by the President/CEO:

18. City of San Diego (Airport Staff Member)
19. County of San Diego (Airport Staff Member)
20. The United States Military
21. Active Airline Pilot
22. Airline Flight Operations
23. Economic Development/Tourism
24. National Business Aviation Association (NBAA)

(b) Each member shall submit an official letter from their entity indicating their selected membership representative and alternate. No member will be allowed to sit at the meeting unless they are identified in this letter.

(c) The President/CEO may also appoint ex-officio (non-voting) members representing:

1. The United States Congress, (or designees)
2. The State of California legislature, (or designee)
3. The County of San Diego Board of Supervisors (or designee)
4. The San Diego City Council (or designees)
5. The FAA, Lindbergh Air Traffic Control Tower
6. The FAA, SoCal TRACON

7. ~~An active airline industry representative~~
8. An acoustician

~~(c) — Committee members shall serve three (3) year terms. Committee members shall serve a maximum of two (2) consecutive terms. Committee members shall represent only the defined agencies identified in this policy. Members may only serve on the Committee while an approved or elected member or representative of the entity, agency or organization they represent. The President/CEO may set staggered terms for committee members, including setting shorter initial terms for selected appointees. Committee members may be re-appointed at the discretion of the President/CEO.~~

SUBCOMMITTEE:

(1) A subcommittee may be created to provide the Committee members, community residents surrounding the Airport, and industry stakeholders an opportunity to have an open dialogue on noise concerns. Subcommittee membership and meetings will be based on the following:

(a) The voting members of the Committee will nominate and elect a Chair of the Subcommittee.

(b) In addition to members of the Committee, subcommittee membership can include industry stakeholders, technical experts and members of the community. Interested members of the community may submit an application to the President/CEO. The term of the membership shall be one year. Membership of the subcommittee is limited to 15 members.

(c) The subcommittee can meet as frequently as monthly. The subcommittee must take any recommendations to the Committee for recommendation to the Board.

MEETING PROCEDURES:

(1) A meeting facilitator, hired by the Authority, shall facilitate the meetings of the Committee.

(2) The Committee shall meet at least quarterly. At the first meeting each calendar year, the Committee shall establish the dates for Committee meetings for that calendar year. At the first meeting of each year, the Committee shall create a Work Plan identifying the initiatives of the upcoming year. Agendas for each Committee meeting shall be distributed by the Authority's Clerk ("**Clerk**"). Meetings shall be noticed and open to the public. Meetings shall be conducted in accordance with the Ralph M. Brown Act and applicable policies, procedures and codes adopted by the Board.

(3) The Committee is advisory in nature. The Committee and its members shall have no authority to negotiate for, represent, or commit the Authority in any respect.

(4) The Committee will consider and make recommendations on aircraft noise-related projects such as:

- Residential Sound Attenuation ("Quieter Home") Program;
- Airport Noise & Land Use Compatibility Plan (14 CFR Part 150);

- Airport noise monitoring and mitigation efforts;
- Community Outreach Programs; and
- Other aircraft noise issues.

(5) Presentations to the Board by the Committee may be scheduled upon request of the Committee, President/CEO, or the Chair of the Board.

(6) The Planning and Environmental Affairs Department ~~Airport Planning and Noise Mitigation Department~~ (“Department”) shall maintain a roster and record of the appointment of Committee members and shall provide staff support to the Committee.

(7) Summary ~~M~~minutes of each meeting shall be maintained by the Department and shall be submitted to the Committee for approval.

[Amended by Resolution No. 2015-0025 dated April 23, 2015]

[Amended by Resolution No. 2013-0079 dated September 12, 2013]

[Amended by Resolution No. 2011-0119 dated October 6, 2011]

[Amended by Resolution No. 2008-0110 dated September 4, 2008]

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

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

STAFF REPORT

Meeting Date: **MARCH 1, 2018**

Subject:

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

Recommendation:

For information only.

Background/Justification:

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

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

Fiscal Impact:

Funds for Business and Travel Expenses are included in the FY 2017-2018 Budget.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

Application of Inclusionary Policies:

Not applicable.

Prepared by:

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

TRAVEL REQUEST

KIM BECKER

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

GENERAL INSTRUCTIONS:

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

1. TRAVELER:

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

2. DATE OF REQUEST: 2/6/2018 PLANNED DATE OF DEPARTURE/RETURN: 4/25/2018 / 4/27/2018

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

Destination: Washington, DC

Purpose: Attend U.S. Travel Assn Gateway Airports Council (GAC) CEO Roundtable & GAC Directors Meeting

Explanation:

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

- AIRFARE \$ 600.00
- *RENTAL CAR (Must complete page 2) \$ _____
- OTHER TRANSPORTATION (Taxi, Train) \$ 100.00

B. LODGING \$ 800.00

C. MEALS \$ 200.00

D. SEMINAR AND CONFERENCE FEES \$ _____

E. ENTERTAINMENT (If applicable) \$ _____

F. OTHER INCIDENTAL EXPENSES \$ 50.00

TOTAL PROJECTED TRAVEL EXPENSE \$ 1750.00

*Permitted in limited circumstances; must be pre-approved. Provide a copy of Out-of-Town Travel Request form to Risk Management prior to travel in order to obtain insurance identification card covering rental period.

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

Travelers Signature: Kimberly J. Becker Date: 2/6/18

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

By my signature below, I certify the following:

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

Administrator's Signature: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

BUSINESS EXPENSE

KIM BECKER

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

BUSINESS EXPENSE REIMBURSEMENT REPORT


NOV 2017-JAN 2018

Period Covered

DATE	G/L Account	Description	AMOUNT
11/2/2017	66240.100	Dinner with Kevin Burke (President of ACI-NA)	\$ 135.58
12/5/2017	66290.000	Parking for SD Chamber of Commerce Event	\$ 30.00
1/11/2018	66290.000	Parking for State of the City Address	\$ 12.00
TOTAL			\$177.58

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

* Policy 3.30



NAME Kimberly Becker

DATE 1/24/2018

APPROVED:

NAME

DATE

RECEIPTS FOR BUSINESS EXPENSE REIMBURSEMENT

NOV 2017 - JAN 2018

KIMBERLY J. BECKER

*Kevin Burke - PRESIDENT
OF ACI*

Island Prime & C Level
GM: Jon Boyle
880 Harbor Island Drive
San Diego, CA 92101
619-298-6802

Island Prime & C Level
GM: Jon Boyle
880 Harbor Island Drive
San Diego, CA 92101
619-298-6802

Server: Seth
07:35 PM
Table 27/1

DOB: 11/02/2017
11/02/2017
2/20008

Server: Seth
Table 27/1
Guests: 2

11/02/2017
7:29 PM
20008

SALE

M/C
Card #XXXXXXXXXXXX
Magnetic card present: BECKER KIMBERLY
Card Entry Method: S

2097162

CAESAR SALAD ✓ 11.00
SCALLOPS IP ✓ 40.00
PLANK SALMON ✓ 36.00
BRULEE TRIO IP ✓ 12.00

Approval: 05973Z

Complete Subtotal 99.00 202.00
Subtotal 99.00 202.00
Tax 7.92 16.72
3% Surcharge* 6.06
Total \$ 112.98 224.18
Balance Due 224.18

Amount: 112.98
\$224.18
+ Tip: \$ 22.60 45-

\$135.58 = Total: 269.18

I agree to pay the above total amount according to the card issuer agreement.

X *[Signature]*

Customer Copy

*To support increasing costs
Book Your Special Event
with us. Please contact
Samantha Minnema at 619-398-2947
or go online to
www.islandprime.com.
Thanks for dining with us!

DINNER \$99.00
TAX \$ 7.92
SURCHARGE \$ 6.06
TIP \$112.98
22.60
TOTAL \$ 135.58

RECEIPTS FOR BUSINESS EXPENSE REIMBURSEMENT

NOV 2017 - JAN 2018

KIMBERLY J. BECKER

Hotel Del Coronado
1500 Orange Av.
Coronado, 92118

Main Lot E 12/05/17 18:24
Receipt 096606

Short-term parking tkt
MAIN - No. 092996
12/05/17 17:15
12/05/17 18:24
Period 0d1h10'
(Ust.) \$30.00

Total \$30.00

Payment Received
MC \$30.00
Merch:008031560942
Auth:657576
Type: Swiped

Sub Total \$30.00

61A23101 - 1/1

All Amounts in USD.
Deliv. Date=Receipt Date
SD CHAMBER OF
COMMERCE EVENT

SAN DIEGO STATE OF
THE CITY ADDRESS

Pay Station Number: 6
Entered: 01/11/2018 17:42
Exited: 01/11/2018 19:00
Ticket Number: 7568
Transaction Number: 8696
Rate: A
Parking Fee: \$12.00
Total Tax: \$0.00

Total Fee: \$12.00
Fee Paid: \$12.00
Master
XXXXXXXXXXXX
Approval Number: 626441

Thank you for your visit
Please come again!

APRIL BOLING

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

2018


SDCRAA
 JAN 29 2018
 Corporate & Information Governance

MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT

EMPLOYEE NAME C. April Boling			PERIOD COVERED January	
DEPARTMENT/DIVISION				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
1/4/18	29.40	Airport/ALUC/Board Mtg.		
1/11/18	25.80	US Grant Hotel/Lunch w/Gary Kelly (SWA) & Kim Becker		
1/11/18	26.00	Balboa Theatre/Mayor's State of the City Address		
1/22/18	29.40	Airport/ Exec./Finance Mtg.		
1/25/18	25.40	University Club/Lunch w/Harry Mathis (MTS)		
1/29/18	17.20	Lazy Dog Restaurant/Lunch w/Mark Cafferty		
SUBTOTAL		153.20	SUBTOTAL	

Computation of Reimbursement

REIMBURSEMENT RATE: (see below) *	Rate as of January 2018	X	153.20
TOTAL MILEAGE REIMBURSEMENT			83.49
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)			-
TOTAL REIMBURSEMENT REQUESTED			\$ 83.49

<p>I acknowledge that I have read, understand and agree to Authority Policy 3.30 - Business Expense Reimbursement Policy and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct.</p> <p><u>Business Expense Reimbursement Policy 3.30</u></p> <div style="text-align: center;">  SIGNATURE OF EMPLOYEE </div>	<div style="text-align: center;"> DEPT./DIV. HEAD APPROVAL </div>
--	---

TRAVEL EXPENSE

KIM BECKER

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

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

TRAVELER: Kimberly J. Becker DEPT. NAME & NO. Executive Office/BU 6
 DEPARTURE DATE: 1/22/2018 RETURN DATE: 1/23/2018 REPORT DUE: 2/22/18
 DESTINATION: San Francisco, CA - ACI-NA Aviation Biometrics Roundtable

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
		SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$177.96			1/22/18	1/23/18				0.00
Conference Fees (provide copy of flyer/registration expenses)									0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*									0.00
Hotel*				240.74					240.74
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*			28.38					28.38
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality ^{1*}									0.00
Miscellaneous: Baggage Fee									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
Total Expenses prepaid by Authority	177.96	0.00	0.00	269.12	0.00	0.00	0.00	0.00	269.12

Explanation:	Total Expenses Prepaid by Authority	177.96
	Total Expenses Incurred by Employee (including cash advances)	269.12
	Grand Trip Total	447.08
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	177.96
	Due Traveler (positive amount)²	269.12
	Due Authority (negative amount)³	269.12
<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 Policy⁴ and 3.30 - Business Expense Reimbursement Policy⁵ and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By: Kim Ayers Ext.: 2447
 Traveler Signature: Kimberly J. Becker Date: 1/22/18
 Approved By: _____ Date: _____

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

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

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

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

GENERAL INSTRUCTIONS:

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

1. TRAVELER:

Travelers Name: Kimberly J. Becker Dept: 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: 11/9/17 PLANNED DATE OF DEPARTURE/RETURN: 1/22/18 / 1/23/18

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

Destination: San Francisco, CA Purpose: Attend ACI-NA Aviation Biometrics Roundtable

Explanation: _____

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$	150.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	50.00
B. LODGING	\$	300.00
C. MEALS	\$	100.00
D. SEMINAR AND CONFERENCE FEES	\$	
E. ENTERTAINMENT (If applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	
TOTAL PROJECTED TRAVEL EXPENSE	\$	600.00

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: Kimberly J Becker Date: 11/9/17

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

By my signature below, I certify the following:

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

Administrator's Signature: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

Steph H... Assistant Authority Clerk hereby certify that this document was approved
(Please leave blank whoever clerk's the meeting will insert their name and title.)
by the Executive Committee at its 11/27/17 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, 10NOV 2017 12:50 PM EST

Passengers: KIMBERLY JANE BECKER (06)

Agency Reference Number: AJCXUU

Click here to view your current itinerary or ETicket receipt on-line: tripcase.com

Southwest Airlines Confirmation UWLRE7

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt
 Be sure to visit www.traveltrust.com for additional travel information

TRAVELTRUST STRONGLY RECOMMENDS CHECKING IN
 ONLINE WITH YOUR AIRLINE AT LEAST 24 HOURS PRIOR TO
 EACH FLIGHT FOR THE MOST CURRENT TIMES AND ALERTS

AIR	Monday, 22JAN 2018	
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Southwest Airlines	Flight Number: 1614	Class: L-Coach/Economy
From: San Diego CA, USA	Depart: 04:00 PM	
To: San Francisco CA, USA	Arrive: 05:35 PM	
Stops: Nonstop	Duration: 1 hour(s) 35 minute(s)	
	Status: CONFIRMED	Miles: 436 / 698 KM

Equipment: Boeing 737-700 Jet
 DEPARTS SAN TERMINAL 1 - ARRIVES SFO TERMINAL 1
 FREQUENT FLYER NUMBER [REDACTED]
Southwest Airlines Confirmation number is UWLRE7

AIR	Tuesday, 23JAN 2018	
------------	----------------------------	--

Southwest Airlines	Flight Number: 1131	Class: L-Coach/Economy
From: San Francisco CA, USA	Depart: 06:20 PM	
To: San Diego CA, USA	Arrive: 07:50 PM	
Stops: Nonstop	Duration: 1 hour(s) 30 minute(s)	
	Status: CONFIRMED	Miles: 436 / 698 KM

Equipment: Boeing 737-700 Jet
 DEPARTS SFO TERMINAL 1 - ARRIVES SAN TERMINAL 1
 FREQUENT FLYER NUMBER [REDACTED]
Southwest Airlines Confirmation number is UWLRE7

A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN
 UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.
 SOUTHWEST AIRLINES CONFIRMATION NUMBER - UWLRE7
 FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

Ticket/Invoice Information

Ticket for: KIMBERLY JANE BECKER
 Ticket Nbr: WN8783422870 Electronic Tkt: No Amount: 117.96

Base: 83.32 Tax: 34.64

Charged to: AX*****[REDACTED]

Ticket for: KIMBERLY JANE BECKER
Ticket Nbr: WN5566005641 Electronic Tkt: No Amount: 15.00
Base: 15.00 Tax: 0.00

Charged to: AX*****[REDACTED]

Ticket for: KIMBERLY JANE BECKER
Ticket Nbr: WN5566005642 Electronic Tkt: No Amount: 15.00
Base: 15.00 Tax: 0.00

Charged to: AX*****[REDACTED]

Service fee: KIMBERLY JANE BECKER
Date issued: 11/10/2017
Document Nbr: XD0726743483 Amount: 30.00
Charged to: AX*****[REDACTED]

Total Tickets: 147.96
Total Fees: 30.00
Total Amount: 177.96

Click here 24 hours in advance to obtain boarding passes:

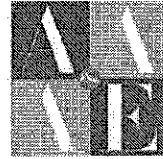
[SOUTHWEST](#)

Click here to review Baggage policies and guidelines:

[SOUTHWEST](#)

TSA Guidance- a government issued photo id is needed for checkin.
Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic.
For Additional security information visit www.tsa.gov.

Thank you for choosing Traveltrust!
Our Business Hours are Sunday - Friday 10pm - 5:30pm Pacific
Saturday from 9am-1pm Pacific.
For EMERGENCY AFTERHOURS assistance in the US, please call 888-221-6043 and use VIP Code SJE72.
You can also use the Direct Dial Number 682-233-1914 or the collect number 682-647-0061.
Each call is billable at a minimum \$25.00 per call/reservation



Airport Biometrics Roundtable

Biometrics: A New Vision for the International Airport Process "Building the Foundation for Success"

Date: Tuesday, January 23, 2018
Time: 8:00am – 4:30pm
Location: San Francisco International Airport (SFO)

Background

The direction of U.S. border security policy is clearly moving toward establishing a process based on biometric technology. Abroad, the use of biometric technology in airport security is catalyzing its wider use in ticketing, screening and even retail. In the U.S., airport directors want to develop a clear strategy on how biometrics may be applied in their airport and across the aviation industry. In order to ensure any biometric strategy can be executed in an orderly, effective and efficient manner for airport operations and the traveling public, airport leaders will want to consider the following:

- Precedents for the use of biometrics.
- Strategic implications of becoming a 'biometric airport'.
- Ethical, regulatory and legal challenges.
- Practical implementation approaches.
- Industry-wide biometrics policy needs.

Forum's Purpose

Convene airport directors, appropriate senior airport staff, aviation regulatory agencies and representatives of aviation trade organizations to learn about and develop alignment around approaches to using biometric technology in U.S. airports. Topics may include the following:

1. Establishment of guiding concepts and parameters
2. Review of aviation industry biometrics initiatives
3. Development of a process for standards creation
4. Formation of procedures to ensure implementation alignment
5. Understanding of role of airports
6. Creation of a stakeholder outreach/education program

Invited Participants:

- Airport directors of U.S. Airports receiving international flights
- One staff member designated by each airport director
- Appropriate representatives of ACI-NA and AAAE

AGENDA

Morning Session: Setting a Knowledge Baseline

8:00am Networking Breakfast

8:30am Welcome and Introduction

Speakers: Ivar Satero, Airport Director, San Francisco International Airport
Kevin Burke, President and CEO, Airports Council International - North America
Todd Hauptli, President and CEO, American Association of Airport Executives

8:40am Setting the Stage

Speaker: Matt Cornelius, Vice President, Air Policy, ACI-NA

- Review of background material
 - Latest research
 - Recent advancements
 - Application of technology
- Outline anticipated goals of meeting

9:00am Examples of Existing Implementation Strategies

Introduction: Ivar Satero, Airport Director, San Francisco International Airport

Speakers: John Wagner, Acting Assistant Commissioner, U.S Customs and Border Protection
Steve Karoly, Acting Assistant Administrator, Transportation Security Administration
Simon Wilcox, Programme Manager - Automation of the Passenger Journey, Heathrow Airport

10:30am Break

11:00am CBP's Direction of Travel

Introduction: Todd Hauptli, President and CEO, American Association of Airport Executives

Speaker: Ari Schuler, Advisor, Office of the Commissioner, U.S. Customs and Border Protection

11:30am Biometrics Legal Framework

Introduction: Kevin Burke, President and CEO, Airports Council International - North America

Speaker: Michael Stephens, Executive Vice President of IT and General Counsel, Tampa International Airport

12:00pm Networking Lunch

Welcome by Ivar Satero

Afternoon Session - Policy Development

1:00pm Development of Guiding Concepts and Parameters

U.S. airports will benefit from speaking with one, united voice in the development of policies, parameters and standards related to the execution of biometrics within the airport environment.

Facilitator: Peter Gaarn, Senior Consultant, The Piras Group, LLC

3:00pm Break

3:15pm A Vision for Airport Biometrics
What leadership role should airports play?

Facilitator: Peter Gaarn, Senior Consultant, The Piras Group, LLC

4:15pm Conclusion

ACI-NA/AAAE engagement
Wrap-up
Next Steps

Facilitator: Peter Gaarn, Senior Consultant, The Piras Group, LLC

4:30pm Adjourn



Hotel Information

Attendees can select from a wide range of hotels that are located close to San Francisco International Airport. There is no designated hotel or special room rate available for this meeting.

For convenience, please ensure that the hotel offers a complimentary airport shuttle service.

Meeting Location

The meeting will take place at San Francisco International Airport in Terminal 2, Partnering Room Departure Level, Pre-Security.

Westin San Francisco Airport
 One Old Bayshore Highway
 Millbrae, CA 94030
 United States
 Tel: 6506923500 Fax: 6508728111



Mrs. Kimberly Becker

Page Number : 1
 Guest Number : 1865790
 Folio ID : A
 22-JAN-18 18:09
 23-JAN-18 07:24
 1
 305
 SPG - [REDACTED]

Tax Invoice

Westin SFO JAN-23-2018 07:30 MARICHI

Date	Reference	Description	Charges/Credits (USD)
22-JAN-18	921	Grill & Vine	28.38 - RECEIPT ATT.
22-JAN-18	RT305	Room Charge	213.00
22-JAN-18	RT305	CA Tourism Fee	0.43
22-JAN-18	RT305	San Mateo Tour Fee	1.75
22-JAN-18	RT305	City Occupancy Tax	25.56
23-JAN-18	VI	Visa - [REDACTED]	-269.12

} \$260.74

Approve EMV Receipt for VI [REDACTED]: Signature Captured
 TC:90811F13790E263B TVR:8080008000 AID:A0000000031010
 Application Label: Visa Credit

** Total Charges 269.12
 ** Total Credits -269.12
 *** Balance 0.00

I agreed to pay all room & incidental charges.

PACK LIGHT, STAY FIT - With the Westin Gear Lending program, New Balance(TM) workout gear is conveniently delivered to your room so you can keep moving. Experience it during your next stay. Learn more at westin.com/newbalance

Continued on the next page

Westin San Francisco Airport
 One Old Bayshore Highway
 Millbrae, CA 94030
 United States
 Tel: 6506923500 Fax: 6508728111



Mrs. Kimberly Becker

Page Number : 2
 Guest Number : 1865790
 Folio ID : A
 22-JAN-18 18:09
 23-JAN-18 07:24
 1
 305
 SPG - [REDACTED]

As a Starwood Preferred Guest you have earned at least 483 Starpoints for this visit. [REDACTED]

Tell us about your stay. www.westin.com/reviews. For billing questions or requests, please visit us at www.westinsfobilling.com

EXPENSE SUMMARY REPORT

Currency: USD

Date	ROOM/TAX	TELECOM	FOOD/BEV	Other	Total	Payment
01-22-2018	240.74	0.00	28.38	0.00	269.12	0.00
01-23-2018	0.00	0.00	0.00	0.00	0.00	-269.12
	-----	-----	-----	-----	-----	-----
Total	240.74	0.00	28.38	0.00	269.12	-269.12

TRAVEL EXPENSE RECEIPTS FOR KIMBERLY J. BECKER
ACI-NA AVIATION BIOMETRICS ROUNDTABLE
San Francisco, CA
January 23, 2018

DINNER 1/22/18

The Westin San Francisco Airport
Grill & Vine
65 Francis 1

31/1 921 GST 2
JAN22'18 6:26PM

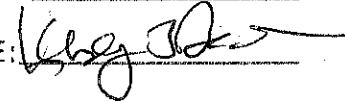
1 Diet Coke 3.50
1 CHICKEN PESTO 18.00
SUBTOTAL 21.50
TAX 1.88
PAYMENT DUE 23.38

GRATUITY: 5-

TOTAL: 28.38

ROOM NUMBER: _____

PRINT NAME: _____

SIGNATURE: 

Thank You