

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
EXECUTIVE-FINANCE COMMITTEE MEETING MINUTES
MONDAY, AUGUST 23, 2021
BOARD ROOM**

CALL TO ORDER: Chair Cabrera called the Executive and Finance Committee meeting to order at 9:02 a.m., on Monday, August 23, 2021, electronically and via teleconference pursuant to Executive Order N-08-21, at the San Diego International Airport, Administration Building, 3225 N. Harbor Drive, San Diego, CA 92101.

ROLL CALL:

Executive Committee

Present: Committee Members: Cabrera (Chair), Lloyd, Robinson

Board Members: McNamara, Schiavoni

Absent: Committee Members: None

Finance Committee

Present: Committee Members: Cabrera, Casillas Salas, Lloyd (Chair),
von Wilpert

Absent: Committee Members: None

Also Present: Kim Becker, President/CEO; Amy Gonzalez, General Counsel;
Tony R. Russell, Director, Board Services/Authority Clerk;
Martha Morales, Assistant Authority Clerk I

NON-AGENDA PUBLIC COMMENT: Tony R. Russell, Director, Board Services/ Authority Clerk, read into record the public comment submitted by Ray Bender regarding the charging of fees for updating Airport Land Use Compatibility Plans.

NEW BUSINESS:

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the June 21, 2021 regular meeting.

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

FINANCE COMMITTEE NEW BUSINESS:

2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2021:

Scott Brickner, Vice President/CFO, provided a presentation on the Review of the Unaudited Financial Statements for the Fiscal Year Ended June 30, 2021 that included Enplanements, Gross Landing Weight Units, Operating Revenues, Operating Expenses, Net Operating Income Summary, Nonoperating Revenues & Expenses and Statements of Net Position.

ACTION: Moved by Board Member Cabrera and seconded by Board Member von Wilpert to approve staff's recommendation. Motion carried unanimously.

3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF JULY 31, 2021:

Geoff Bryant, Manager, Airport Finance, provided a presentation on the Investment Report as of July 31, 2001 that included Portfolio Characteristics, Sector Distribution, Quality and Maturity Distribution, Investment Performance and Bond Proceeds.

ACTION: Moved by Board Member Casillas Salas and seconded by Board Member Cabrera to approve staff's recommendation. Motion carried unanimously.

4. SELECTION OF DEBT UNDERWRITERS FOR THE CAPITAL PROGRAM:

John Dillon, Director, Finance and Risk Management, provided an overview of the Selection of Debt Underwriters for the Capital Program that included Underwriting Pool, Underwriter Responsibilities, Goals of Selection Process, Selection Criteria, and Results.

RECOMMENDATION: Forward to the Board with a recommendation for the approval of the selection of the debt underwriters for the capital program.

ACTION: Moved by Board Member Cabrera and seconded by Board Member von Wilpert to approve staff's recommendation. Motion carried unanimously.

5. UPDATE ON REVOLVER DRAWS AND OUTSTANDING BALANCE:

Geoff Bryant, Manager, Airport Finance, provided an update on the Revolver Draws and Outstanding Balance that included Bank of America Revolving Credit Facility, and Revolving Credit Facility Balances.

EXECUTIVE COMMITTEE NEW BUSINESS:

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

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

Amy Gonzalez, General Counsel confirmed that the departure date of her travel request should be November 5 with a return date of November 7.

ACTION: Moved by Board Member Robinson and seconded by Board Member Lloyd to approve staff's recommendation as amended clarifying the dates for Amy Gonzalez's travel request. Motion carried unanimously.

7. PRE-APPROVAL OF SET DOLLAR AMOUNTS FOR IN-TOWN BUSINESS EXPENSES OF THE PRESIDENT/CEO, GENERAL COUNSEL AND CHIEF AUDITOR FOR FISCAL YEAR 2022:

RECOMMENDATION: Pre-approve the following set dollar amounts for routine, in-town business expenses to be used during Fiscal Year 2022: \$2,000 for the President/CEO; \$1,000 for the General Counsel; and \$1,000 for the Chief Auditor.

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

REVIEW OF FUTURE AGENDAS:

8. REVIEW OF THE DRAFT AGENDA FOR THE SEPTEMBER 2, 2021 BOARD MEETING:

Kimberly J. Becker, President/CEO, provided an overview of the September 2, 2021 draft Board meeting agenda. She announced that item 24 - Grant a Ten-Year Concession Lease to Airport Dimensions to Design, Build and Operate a

Common Use Lounge Within Terminal 2 would be pulled and moved to the October Board Meeting.

9. REVIEW OF THE DRAFT AGENDA FOR THE SEPTEMBER 2, 2021 AIRPORT LAND USE COMMISSION MEETING:

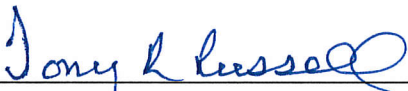
Kimberly J. Becker, President/CEO, provided an overview of the September 2, 2021 draft Airport Land Use Commission meeting agenda.

COMMITTEE MEMBER COMMENTS: Chair Cabrera thanked Board Member Schiavoni for her time as the Chair of the Board and Executive Committee.

ADJOURNMENT: The meeting adjourned at 10:12 a.m.


APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY EXECUTIVE COMMITTEE THIS 27TH DAY OF SEPTEMBER, 2021.

ATTEST:



TONY R. RUSSELL
DIRECTOR, BOARD SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:



AMY GONZALEZ
GENERAL COUNSEL