

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## Board Members

Robert H. Gleason  
Board Chair

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

## **BOARD** **AGENDA**

Thursday, February 18, 2016  
9:00 A.M.

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

## Ex-Officio Board Members

Laurie Berman  
Eraina Ortega  
Col. Jason G. Woodworth

## President / CEO

Thella F. Bowens

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

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

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

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

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

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

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**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**PRESENTATION:**

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

Presented by Scott Brickner, Vice President/Treasurer, Finance & Asset Management

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

***STANDING BOARD COMMITTEES***

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

***ADVISORY COMMITTEES***

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

***LIAISONS***

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

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

***BOARD REPRESENTATIVES (EXTERNAL)***

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

**CHAIR'S REPORT:**

**PRESIDENT/CEO'S REPORT:**

**NON-AGENDA PUBLIC COMMENT:**

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

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

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

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

**1. APPROVAL OF MINUTES:**

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

RECOMMENDATION: Approve the minutes of the January 21, 2016, regular meeting.

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

The Board is requested to accept the reports.

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

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

**3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM DECEMBER 28, 2015 THROUGH JANUARY 24, 2016 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM DECEMBER 28, 2015 THROUGH JANUARY 24, 2016:**

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

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

**4. FEBRUARY 2016 LEGISLATIVE REPORT:**

The Board is requested to approve the report.

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

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

**5. ANNUAL REVIEW AND NOTIFICATION OF BOARD MEMBER WEIGHTED VOTE POINT ALLOCATION AS REQUIRED BY SECTION 170014 OF THE CALIFORNIA PUBLIC UTILITIES CODE:**

The Board is requested to accept the report.

RECOMMENDATION: Adopt Resolution No. 2016-0007, accepting the Board Member Weighted Vote Point Allocation as required by Section 170014 of the California Public Utilities Code.

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

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

The Board is requested to approve an appointment.

RECOMMENDATION: Adopt Resolution No. 2016-0008, approving the appointment of Sheryl L. White to the Art Advisory Committee.

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

***CLAIMS***

**7. REJECT THE CLAIM OF WANDA HERNANDEZ:**

The Board is requested to reject a claim.

RECOMMENDATION: Adopt Resolution No. 2016-0009, rejecting the claim of Wanda Hernandez.

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

***COMMITTEE RECOMMENDATIONS***

**8. FISCAL YEAR 2016 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.

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

**9. ACCEPT THE UNAUDITED FINANCIAL STATEMENTS FOR THE SIX MONTHS ENDED DECEMBER 31, 2015 AND 2014:**

The Board is requested to accept the report.

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

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

**10. ACCEPT THE AUTHORITY'S INVESTMENT REPORT AS OF DECEMBER 31, 2015:**

The Board is requested to accept the report.

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

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

***CONTRACTS AND AGREEMENTS***

**11. AWARD A CONTRACT TO ATLAS DEVELOPMENT CORPORATION, FOR NOISE MONITORING STATIONS, PROJECT NO. 104164 (REMOVAL AND REPLACEMENT OF 12 EXISTING REMOTE NOISE MONITORING POLES AROUND SAN DIEGO INTERNATIONAL AIRPORT):**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2016-0010, awarding a contract to Atlas Development Corporation, in the amount of \$398,840, for Noise Monitoring Stations, Project No. 104164, of the San Diego County Regional Airport Authority's ("Authority") Quieter Home Program.

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

**12. AWARD A CONTRACT TO HARRY H. JOH CONSTRUCTION, INC., FOR QUIETER HOME PROGRAM PHASE 8, GROUP 12, PROJECT NO. 380812 (31 NON-HISTORIC MULTI-FAMILY UNITS ON ONE RESIDENTIAL PROPERTY LOCATED WEST OF THE AIRPORT):**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2016-0011, awarding a contract to Harry H. Joh Construction, Inc., in the amount of \$702,406, for Phase 8, Group 12, Project No. 380812, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

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

**13. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A FIFTH AMENDMENT TO INCREASE THE DURATION OF THE AUSTIN-SUNDT JOINT VENTURE AGREEMENT, FOR RENTAL CAR CENTER PROJECT:**

The Board is requested to approve the amendment.

RECOMMENDATION: Adopt Resolution No. 2016-0012, approving and authorizing the President/CEO to execute a Fifth Amendment to the Austin-Sundt Joint Venture Construction Manager at-Risk Agreement, increasing the agreement duration from 1,288 days to 1,382 days.

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

**14. GRANT AN ELECTRICAL EASEMENT TO THE CITY OF SAN DIEGO:**

The Board is requested to grant an easement.

RECOMMENDATION: Adopt Resolution No. 2016-0013, authorizing the President/CEO to negotiate and execute an electrical easement with the City of San Diego.

**(Finance & Asset Management: Kathy Kiefer, Senior Director)**

**15. APPROVE AND AUTHORIZE CONSENT TO A HANGAR SUBLEASE AGREEMENT:**

The Board is requested to approve a sublease agreement.

RECOMMENDATION: Adopt Resolution No. 2016-0014, approving and authorizing the President/CEO to negotiate and consent to a Hangar Sublease Agreement between Landmark Aviation GSO-SAN, LLC and MedImpact Aviation Hangar, LLC.

**(Finance & Asset Management: Kathy Kiefer, Senior Director)**

**16. APPROVE AND AUTHORIZE A CONSENT TO ASSIGNMENT WITH BBA AVIATION PLC:**

The Board is requested to approve an assignment.

RECOMMENDATION: Adopt Resolution No. 2016-0015, approving and authorizing the President/CEO to negotiate and execute a Consent to Assignment with BBA Aviation, PLC.

**(Finance & Asset Management: Kathy Kiefer, Senior Director)**

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

**17. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH MERRIWETHER & WILLIAMS INSURANCE SERVICES TO PROVIDE CONSULTING SERVICES FOR THE BOND AND CONTRACT FINANCING SERVICES PROGRAM:**

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2016-0016, approving and authorizing the President/CEO to execute an agreement with Merriwether & Williams Insurance Services to provide Bond and Contract Finance Consulting Services for a (3) year term with two (2), one-year extension options for a maximum amount payable of \$1,250,000.

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

**PUBLIC HEARINGS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**CLOSED SESSION:**

- 18. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Diego Concession Group, Inc. v. San Diego County Regional Airport Authority,  
San Diego Superior Court Case No. 37-2012-00088083-CU-BT-CTL
- 19. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Dryden Oaks, LLC v. San Diego County Regional Airport Authority, et al.,  
San Diego Superior Court, North County, Case No. 37-2014-00004077-CU-EI-NC
- 20. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Donna Wilson; John Wilson v. San Diego Port Authority; San Diego International Airport; San Diego County Regional Airport Authority  
San Diego Superior Court Case No. 37-2014-00015326-CU-PO-CTL (Meyer)
- 21. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a)):  
Maria Paula Bermudez v. San Diego County Regional Airport Authority, American Airlines, Inc., et al.  
San Diego Superior Court Case No. 37-2015-00022911-CU-PO-CTL.
- 22. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code §54956.9(a) and (d)(1))  
Stanley Moore v. San Diego County Regional Airport Authority, et al  
San Diego Superior Court Case No. 37-2015-00030676-CU-OE-CTL
- 23. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
Cal. Gov. Code § 54956.9(a) and (d).  
In the matter of the Petition of San Diego County Regional Airport Authority for Review of Action by the California Regional Water Quality Control Board in Issuing Order No. R9-2013-0001, as amended by Orders Nos. R9-2015-0001 and R9-2015-0100 (NPDES NO. CAS0109266) [Water Code §§ 13320(a) and 13321(a)]
- 24. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION AND EXISTING LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(a) and 54956.9(b).)  
Jay A. Bass, et al/v. San Diego City Employees' Retirement System, et al.,  
San Diego Superior Court Case No. 37-2013-00077566-CU-OE-CTL



- 25. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9 (b) and 54954.5.)  
Re: Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board regarding submission of technical reports pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.  
Number of potential cases: 1
- 26. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Initiation of litigation pursuant to Cal. Government Code § 54956.9(d).)  
Number of cases: 2
- 27. PUBLIC EMPLOYEE EMPLOYMENT:**  
Cal. Gov. Code §54957  
Title: General Counsel

**REPORT ON CLOSED SESSION:**

**NON-AGENDA PUBLIC COMMENT:**

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

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

**GENERAL COUNSEL REPORT:**

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

**BOARD COMMENT:**

**ADJOURNMENT:**

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

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

**Additional Meeting Information**

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

For your convenience, the agenda is also available to you on our website at [www.san.org](http://www.san.org).

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

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

**UPCOMING MEETING SCHEDULE**

<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Meeting Type</i>	<i>Location</i>
March 17	Thursday	9:00 a.m.	Regular	Board Room
April 21	Thursday	9:00 a.m.	Regular	Board Room

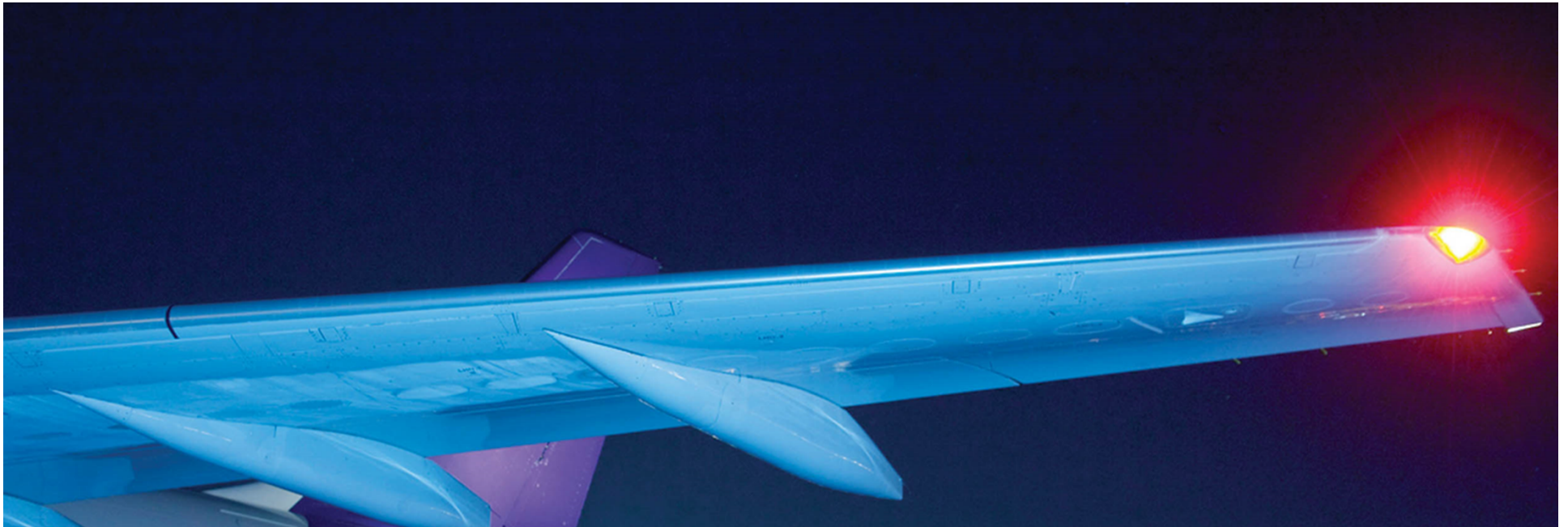
ITEM A



## Quarterly Financial Update and Budget Calendar

Presented by:  
Scott Brickner, CPA  
Vice President, Finance and Asset Management/Treasurer  
Kathy Kiefer  
Senior Director, Finance & Asset Management

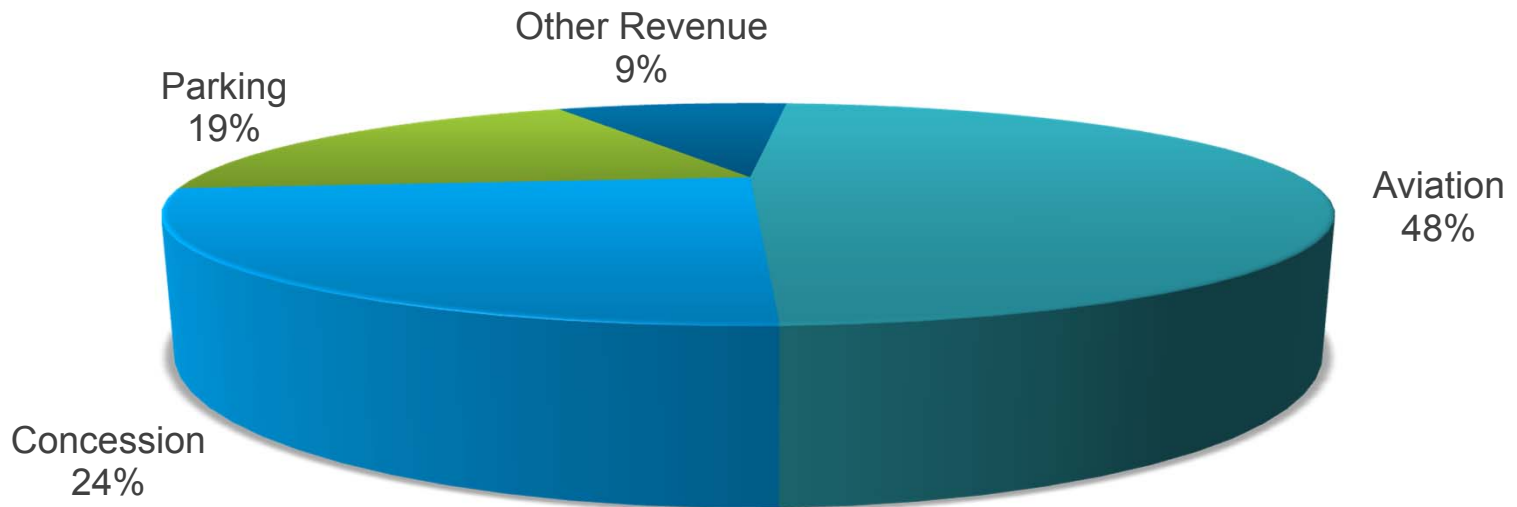
February 18, 2016



Financial Performance for the Second  
Quarter Ended December 31, 2015  
(Unaudited)

# Operating Revenues ( Unaudited) Six Months Ended December 31, 2015

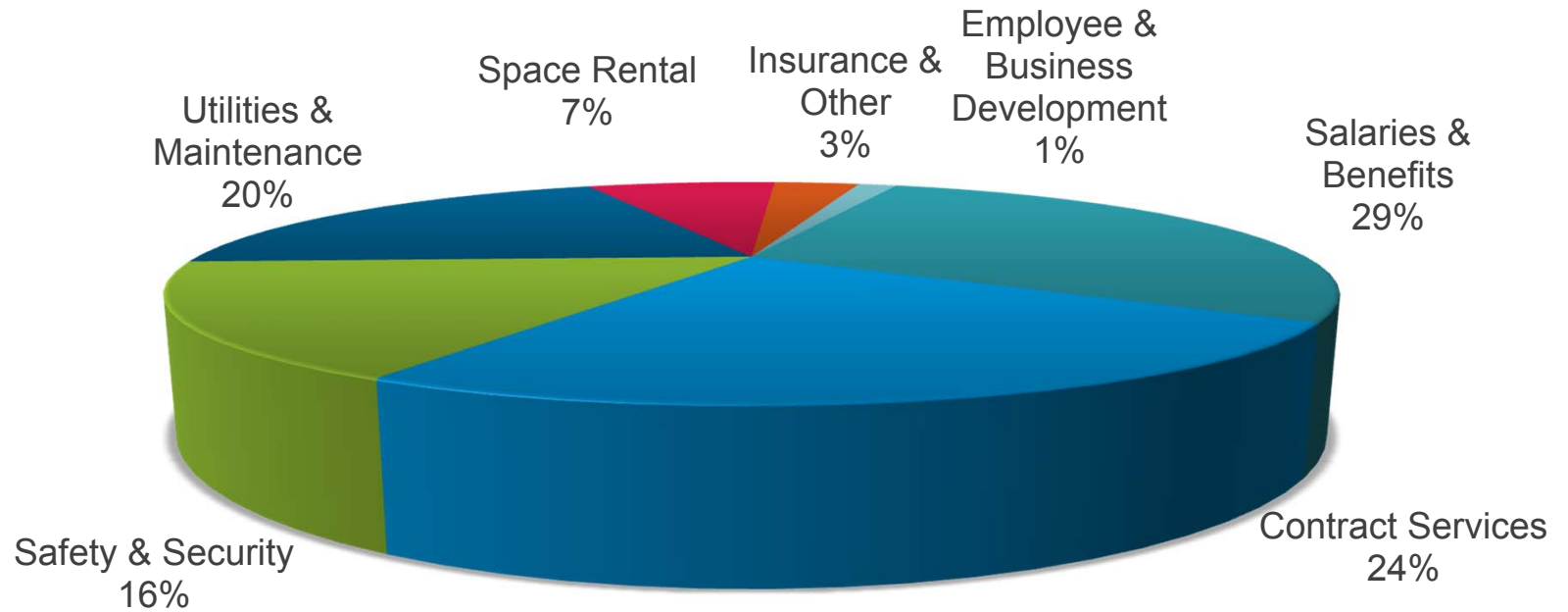
## Actual Operating Revenues by Percentage



\$000s	Aviation Revenue	Concession Revenue	Parking Revenue	Other Revenue	Total Revenue
Prior Year	\$ 53,132	\$ 25,884	\$ 19,690	\$ 8,316	\$ 107,022
Budget	55,708	25,680	19,929	9,346	110,663
Actual	54,657	27,142	22,024	9,940	113,764
Variance	\$ (1,051)	\$ 1,462	\$ 2,095	\$ 594	\$ 3,101

# Operating Expenses (Unaudited)

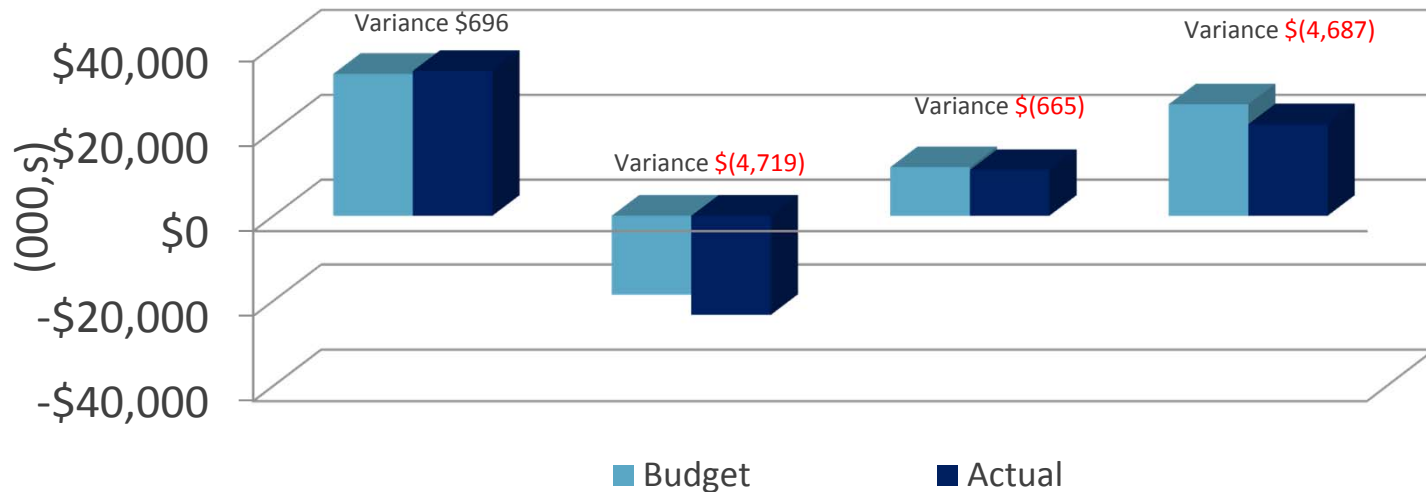
## Six Months Ended December 31, 2015



(\$000s)	Salaries & Benefits	Contract Services	Safety & Security	Utilities & Maintenance	Space Rental	Insurance & Other	Employee & Business Dev.	Total Operating Expenses
Prior Year	\$ 23,478	\$ 14,654	\$ 12,123	\$ 12,569	\$ 5,220	\$ 1,614	\$ 1,689	\$ 71,348
Budget	21,862	18,054	12,585	13,958	5,214	3,027	2,079	76,778
Actual	20,720	17,226	11,740	14,109	5,154	2,326	1,501	72,776
Variance	\$ 1,142	\$ 828	\$ 845	\$ (151)	\$ 60	\$ 700	\$ 578	\$ 4,002

# Non-operating Revenue & Expenses (Unaudited)

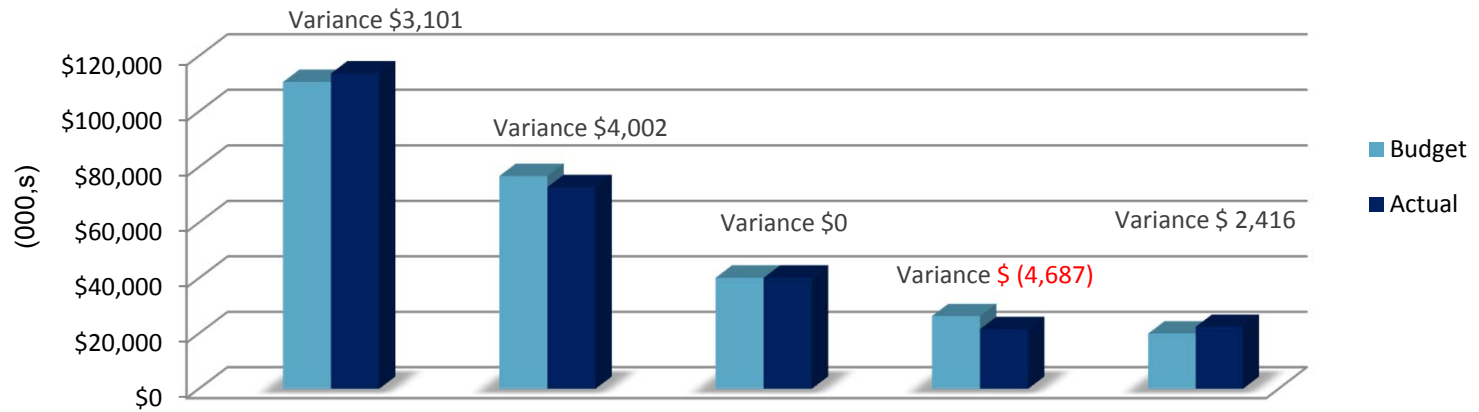
Six Months Ended December 31, 2015



(\$000s)	Passenger Facility Charge, Customer Facility Charge, & Quieter Home Program	Interest expense, interest income, capitalized interest (net)	Capital grant contributions & other	Total non-operating revenue, (net)
Prior Year	\$ 32,452	\$ (24,499)	\$ 2,376	\$ 10,329
Budget	33,434	(18,604)	11,442	26,273
Actual	34,131	(23,323)	10,777	21,585
Variance	\$ 696	\$ (4,719)	\$ (665)	\$ (4,687)

# Financial Summary

## Six Months Ended December 31, 2015 (unaudited)

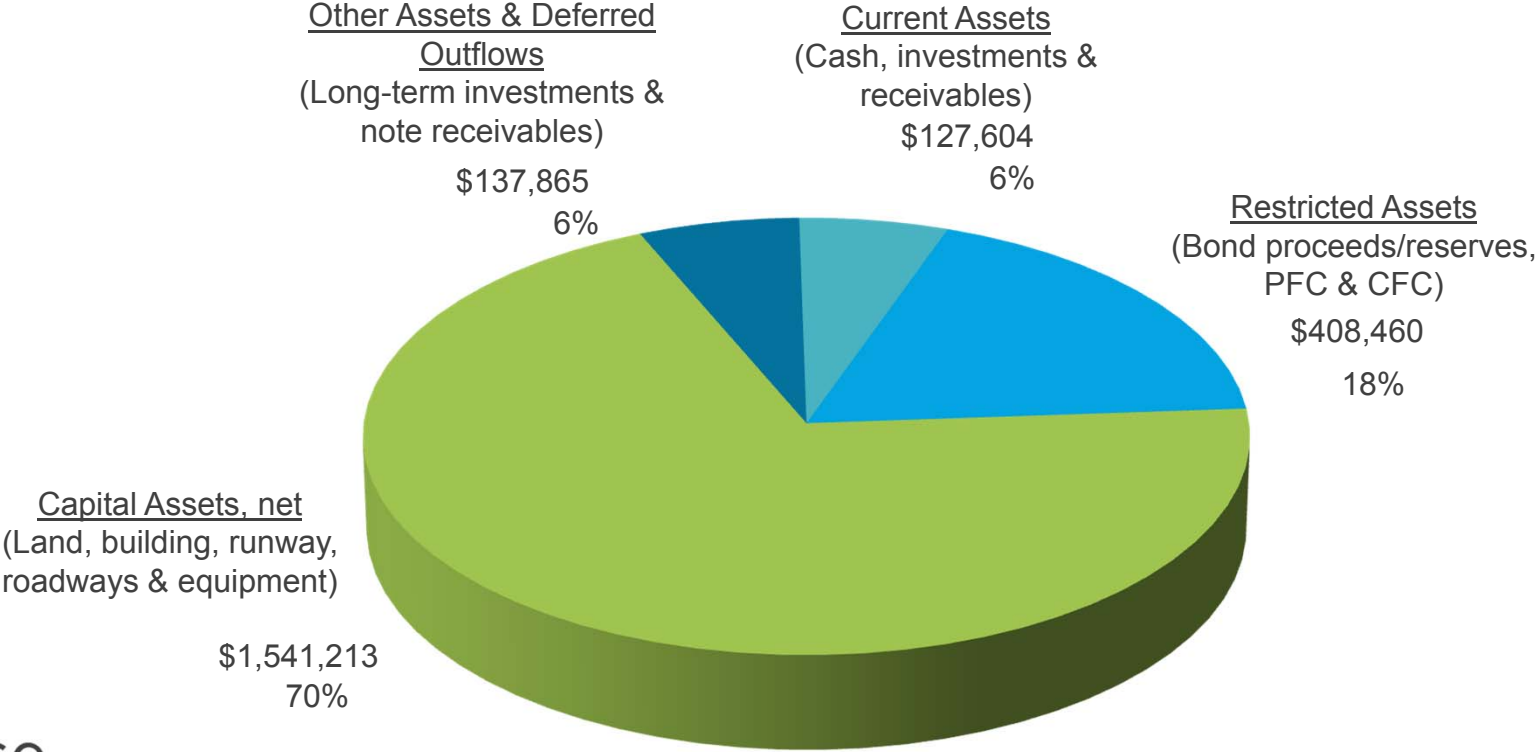


	Total operating revenues	Total operating expenses	Depreciation	Total non-operating revenues, (net)	Net Position
(\$000s)					
Prior Year	\$ 107,022	\$ 71,348	\$ 39,942	\$ 10,329	\$ 6,061
Budget	110,663	76,778	40,166	26,273	19,992
Actual	113,764	72,776	40,166	21,585	22,408
Variance	\$ 3,101	\$ 4,002	\$ 0	\$ (4,687)	\$ 2,416



# Statement of Net Position (unaudited) December 31, 2015

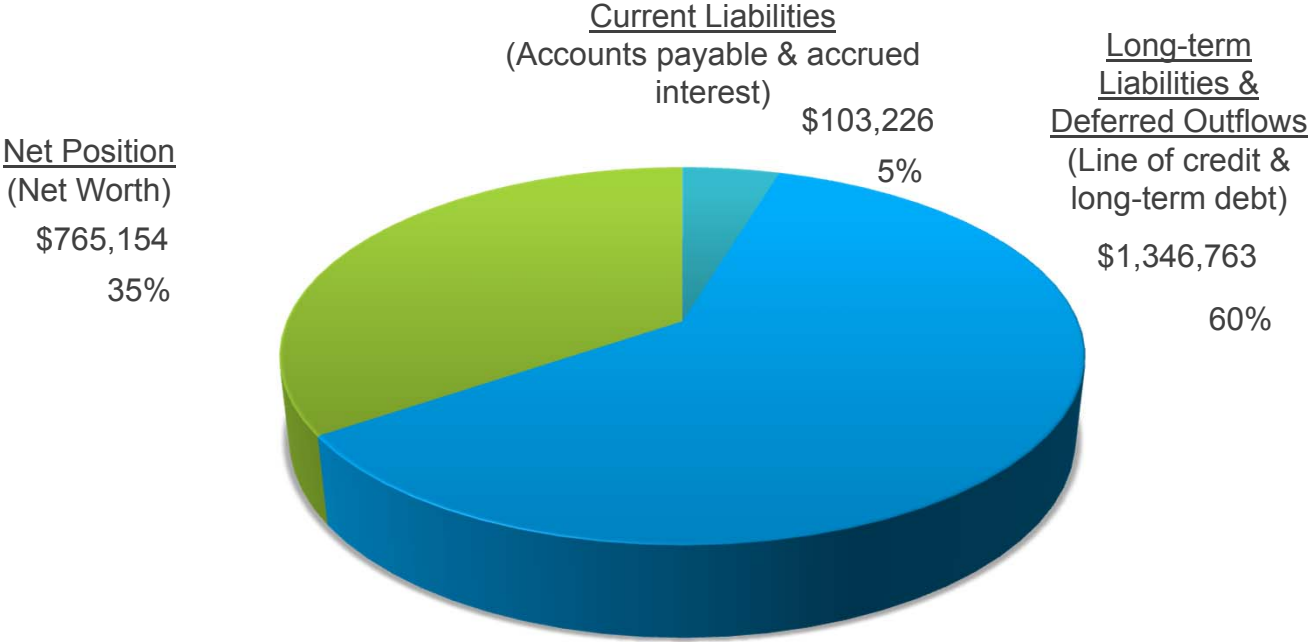
**Assets (000s)**  
**Total: \$2,215,143**



# Statement of Net Position (unaudited) December 31, 2015

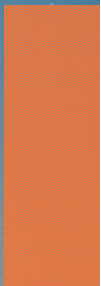
## Liabilities & Net Position (000s)

Total: \$2,215,143

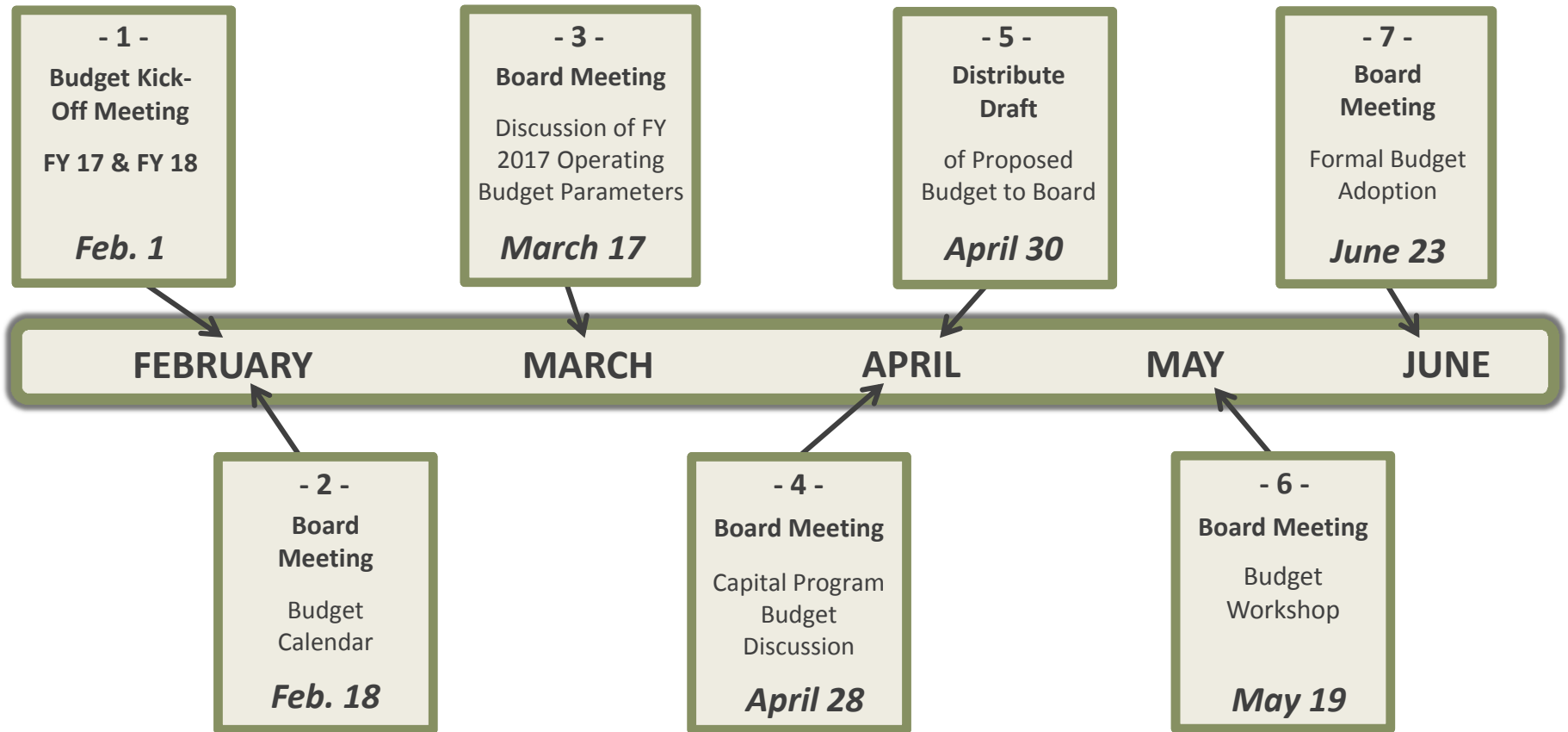


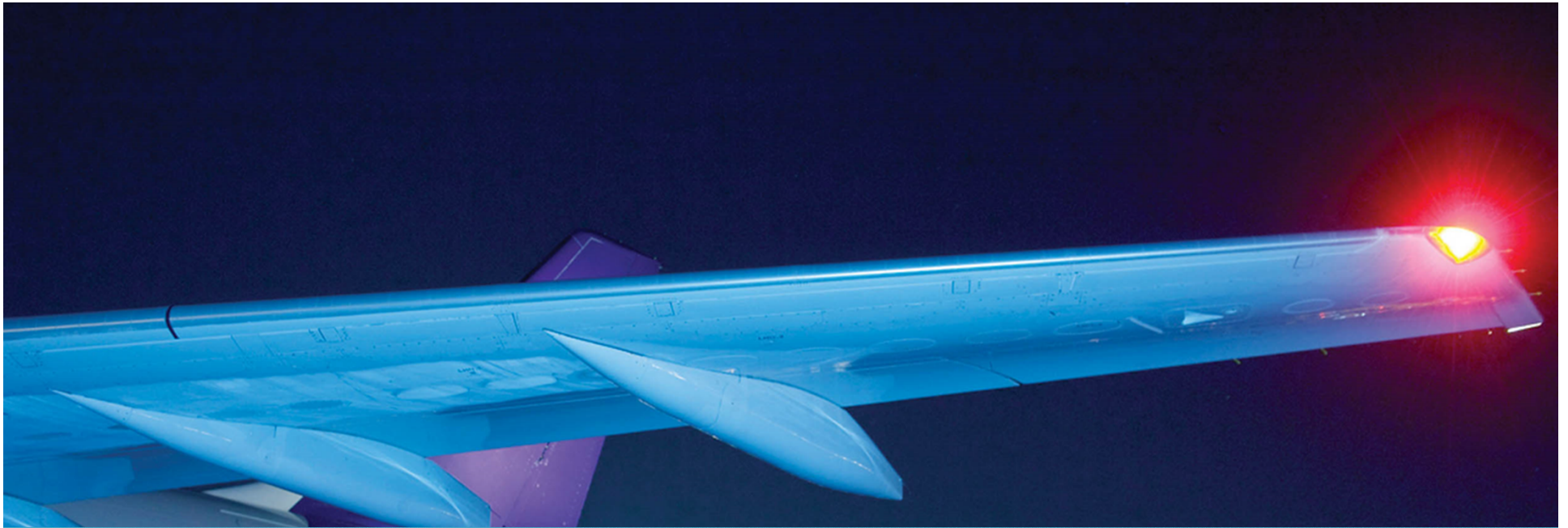


Questions?



## Budget – Timeline of Key Dates





## Authority's Bond Proceeds

# Bond Proceeds Summary

## SUMMARY OF 2010, 2013 & 2014 BOND PROCEEDS\*

As of: December 31, 2015

(in thousands)

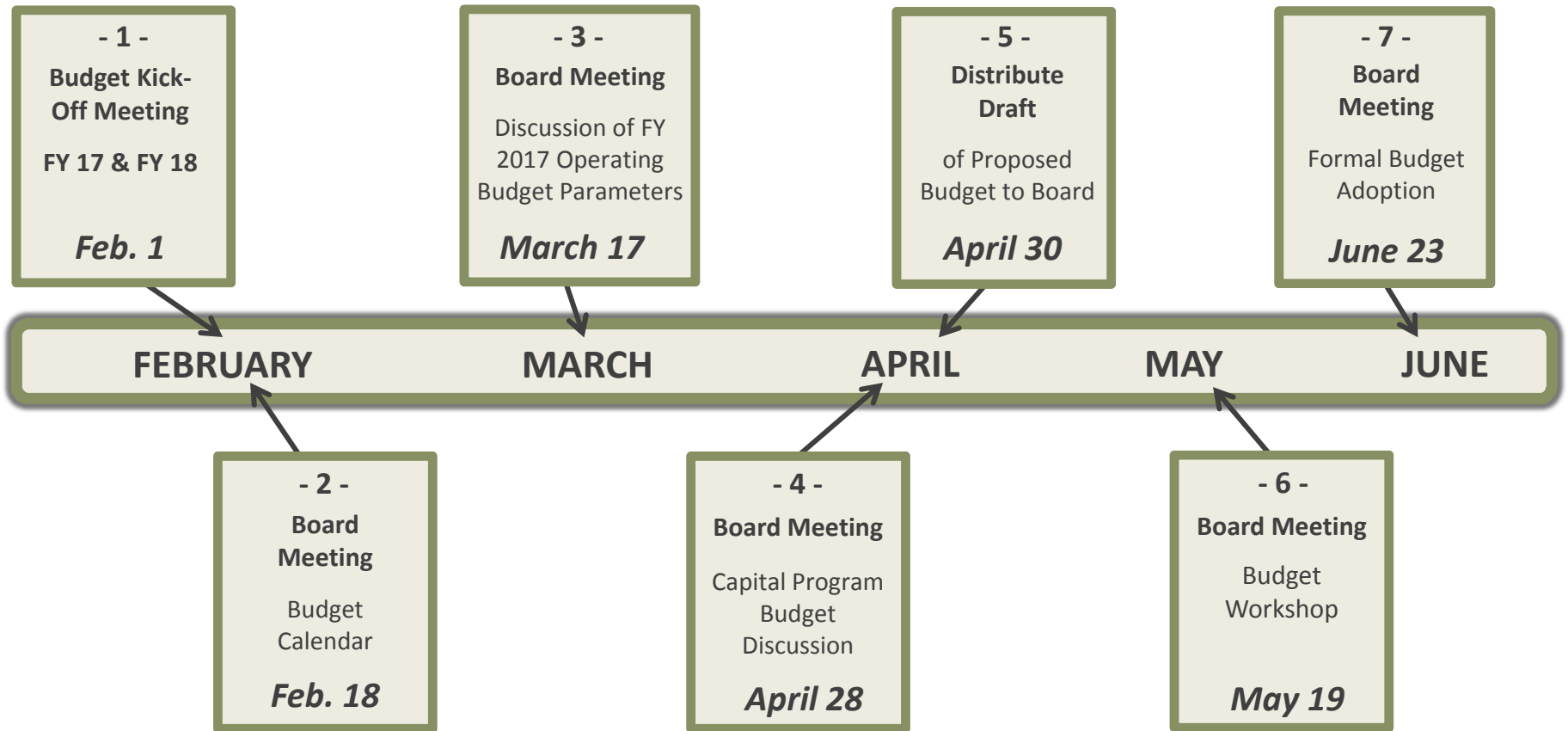
	Series 2010	Series 2013	Series 2014	Total	Yield	Rating
<b>Project Fund</b>						
LAIF	\$ -	\$ -	\$ 4,236	\$ 4,236	0.40%	N/R
SDCIP	-	28,644	43,585	72,229	0.67%	AAAF
	\$ -	\$ 28,644	\$ 47,821	\$ 76,465		
<b>Capitalized Interest</b>						
SDCIP	\$ -	17	133	\$ 150	0.67%	AAAF
	\$ -	\$ 17	\$ 133	\$ 150		
<b>Debt Service Reserve &amp; Coverage Funds</b>						
SDCIP	\$ 30,126	\$ 33,162	\$ 28,563	\$ 91,851	0.67%	AAAF
East West Bank CD	20,852	-	-	20,852	0.80%	N/R
	\$ 50,978	\$ 33,162	\$ 28,563	\$ 112,703		
	\$ 50,978	\$ 61,823	\$ 76,517	\$ 189,318	0.68%	

\*Bond proceeds are not included in deposit limits as applied to operating funds



Questions?

# Timeline of Key Dates





**DRAFT**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD**  
**MINUTES**  
**THURSDAY, JANUARY 21, 2016**  
**SAN DIEGO INTERNATIONAL AIRPORT**  
**BOARD ROOM**

**CALL TO ORDER:** Chair Gleason called the regular meeting of the San Diego County Regional Airport Authority Board to order at 9:04 a.m. on Thursday, January 21, 2016, in the Board Room at the San Diego International Airport, Administration Building (formerly the Commuter Terminal), 3225 North Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:** Board Member Cox led the pledge of allegiance.

**ROLL CALL:**

PRESENT: Board Members: Alvarez, Berman (Ex Officio), Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom, Woodworth (Ex Officio)

ABSENT: Board Members: Ortega (Ex Officio)

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

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

**PRESENTATION:****A. EAST HARBOR ISLAND PLAN:**

Jason Giffen, Assistant Vice President, Planning, Port of San Diego and Shaun Sumner, Assistant Vice President of Real Estate, Port of San Diego, provided a presentation on the East Harbor Island Plan which included Redevelopment Strategy, Harbor Island Subareas, Background, East Harbor Island Port Master Plan Amendment, Statement of Interest, Qualifications and Vision (SOIQV) Potential Components, and Project Timeline.

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

***STANDING BOARD COMMITTEES***

- **AUDIT COMMITTEE:**  
Board Member Robinson reported that the next Committee meeting is scheduled on February 1, 2016.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**  
Board Member Hubbs reported that the next Committee meeting is scheduled on January 28 and that Board Member Alvarez will be chairing the meeting.
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**  
Board Member Desmond reported that the Committee met on January 19 and that the 2016 Employee Benefits information was presented by staff. He also reported that the Committee conducted the mid-year performance evaluations for the President/CEO and General Counsel. He stated that the next meeting is scheduled on May 25.
- **FINANCE COMMITTEE:**  
Board Member Boling reported that the Committee met on January 11.

***ADVISORY COMMITTEES***

- **AUTHORITY ADVISORY COMMITTEE:**  
None
- **ART ADVISORY COMMITTEE:**  
Chair Gleason reported that the installation of the exhibition Point of Entry is ongoing, and that the Performing Arts Residency Program is moving forward. He also reported that the Rental Car Center's Public Art is up and well received. He stated that the next meeting is scheduled on January 27.

***LIAISONS***

- **AIRPORT LAND USE COMPATIBILITY PLAN:**  
None
- **CALTRANS:**  
Board Member Berman reported that in preparation for the opening of the Rental Car Center, CALTRANS and Authority staff collaborated on the Wayfinding signage. She also reported that the first phase of new State Route 11 near the U.S. Mexican Border is due to open in late February to early March.

- **INTER-GOVERNMENTAL AFFAIRS:**

Board Member Cox reported that both the State Legislature and Congress convened on January 4<sup>th</sup> to begin their legislative sessions. He reported that on January 14<sup>th</sup>, Mayor Mary Sessom was reappointed to the Airport Authority Board for a three-year term, representing the four East County cities of El Cajon, La Mesa, Lemon Grove, and Santee. He stated that on January 19<sup>th</sup>, Chair Gleason represented the Authority in Sacramento to receive the Governor's Environmental and Economic Leadership Award. He also reported that Chairman Ron Roberts is scheduled to deliver the State of the County Address on February 25<sup>th</sup> at 6:00 p.m. at the Hall of Champions.

- **MILITARY AFFAIRS:**

None.

- **PORT:**

None

- **WORLD TRADE CENTER:**

None

### ***BOARD REPRESENTATIVES (EXTERNAL)***

- **SANDAG TRANSPORTATION COMMITTEE:**

Board Member Alvarez reported that the Committee met on January 15 and discussed the Regional Transportation Improvement Program, the Gilman Drive improvement construction project, and TRANSNET related updates on finance operation and capital projects.

### **CHAIR'S REPORT:**

Chair Gleason expressed appreciation to staff for the grand opening events for the Rental Car Center. He reported that new assignments will be made for Board Committees at the February meeting, and requested that Board Members let him know their committee preferences. He stated that the Board Retreat is scheduled on February 26 and 27. He announced that the Airport Council International North America Commissioner's Conference will be in April and to let him know if they are interested in attending. He recognized the service awards for the Authority's Chief Auditor (10 years) and the President/CEO (20 years.)

### **PRESIDENT/CEO'S REPORT:**

Thella F. Bowens, President/CEO, reported that the San Diego International Airport had a record breaking year with over 20 million annual passengers in 2015. She reported that effective January 15, 2016 Seaport Airlines ceased operations at San Diego International Airport and other locations due to pilot shortages. She announced that Allegiant Airlines will be adding service, twice weekly, from San Diego to Stockton, California and El Paso, Texas. She stated that the opening of the Rental Car Center

(RCC) has already reduced traffic on North Harbor Drive, and that the Authority will be monitoring the RCC operations closely in the next several weeks to address any issues. She reported that the Governor's Environmental and Economic Leadership Award recognized the Authority's following programs: Food Waste Collection Program, Air Conditioning Condensation Water Recovery and Recycling Initiative, and the Procurement Department's Environmentally Preferred Products Purchase Program. She also reported that staff is working on a new Sustainability Report and additional information will be forthcoming throughout the year. She stated that staff continues to work with the citizens of Point Loma on the noise issues, and that Councilman Scott Peterson attended the Authority's Airport Noise Advisory Committee.

Breton K. Lobner, General Counsel, announced that he will be retiring from the Authority effective May, 2016.

**CLOSED SESSION:** Chair Gleason reported that due to the retirement announcement by Breton K. Lobner, General Counsel, effective May, 2016, there is an immediate need to add an item to Closed Session to discuss the process to fill this position.

In response to Board Member Alvarez regarding the finding for this item for discussion, Mr. Lobner stated that California Code Section 54957 allows this personnel related item to be added to the agenda so that sufficient time may be provided for staff to begin the recruitment process.

**ACTION: Moved by Board Member Sessom and seconded by Board Member Hubbs to add this discussion to the Closed Session agenda as Item 19. Motion carried by the following vote: YES – Alvarez, Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – None. (Weighted Vote Points: YES – 100; NO – 0; ABSENT – 0)**

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

**CONSENT AGENDA (Items 1-7):**

**ACTION: Moved by Board Member Desmond and seconded by Board Member Robinson to approve the Consent Agenda. Motion carried by the following vote: YES – Alvarez, Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – None. (Weighted Vote Points: YES – 100; NO – 0; ABSENT – 0)**

**1. APPROVAL OF MINUTES:**

**RECOMMENDATION:** Approve the minutes of the December 17, 2015, 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.  
**(Corporate & Information Governance: Tony Russell, Director/Authority Clerk)**
3. **AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM NOVEMBER 23, 2015 THROUGH DECEMBER 27, 2015 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM NOVEMBER 23, 2015 THROUGH DECEMBER 27, 2015:**  
RECOMMENDATION: Receive the report.  
**(Procurement: Jana Vargas, Director)**
4. **JANUARY 2016 LEGISLATIVE REPORT:**  
RECOMMENDATION: Adopt Resolution No. 2016-0001, approving the January 2016 Legislative Report.  
**(Inter-Governmental Relations: Michael Kulis, Director)**

#### **CLAIMS**

5. **REJECT THE CLAIM OF DENNIS HIMES:**  
RECOMMENDATION: Adopt Resolution No. 2016-0002, rejecting the claim of Dennis Himes.  
**(Legal: Breton Lobner, General Counsel)**
6. **REJECT THE CLAIM OF HABIB PAGHMANI:**  
RECOMMENDATION: Adopt Resolution No. 2016-0003, rejecting the claim of Habib Paghmani.  
**(Legal: Breton Lobner, General Counsel)**

#### **COMMITTEE RECOMMENDATIONS**

#### **CONTRACTS AND AGREEMENTS**

7. **APPROVE A RESTATED 401(A) DEFERRED COMPENSATION PLAN WITH MASSACHUSETTS MUTUAL LIFE INSURANCE COMPANY (MASSMUTUAL) RETIREMENT:**  
RECOMMENDATION: Adopt Resolution No. 2016-0004, approving and authorizing the President/CEO to execute the restated 401(a) Deferred Compensation Plan ("Adoption Agreement") with Massachusetts Mutual Life Insurance Company (MASSMutual) Retirement and perform any and all other actions necessary to implement the adoption of the Plan.  
**(Talent, Culture & Capability: Kurt Gering, Director)**

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

**PUBLIC HEARINGS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**8. TRANSPORTATION NETWORK COMPANY (TNC) PILOT PROGRAM  
UPDATE:**

Chair Gleason disclosed ex-parte communications with Adrian Kwiatkowski.

Board Member Boling disclosed ex-parte communications with Adrian Kwiatkowski.

Board Member Robinson disclosed ex-parte communications with Adrian Kwiatkowski.

Board Member Cox disclosed that ex-parte communications with Adrian Kwiatkowski took place with a member of his staff, Victor Avina.

David Boenitz, Director, Ground Transportation, provided an update on the Transportation Network Company (TNC) Pilot Program which included Key Dates and Actions, Challenges, Background Checks, Vehicle Trips, Cost Recovery Fees, Taxicab Impact, Parking Impact, Permit Violations, Customer Feedback, Current Issues, Summary, and Interim Recommendations.

ADRIAN KWIATKOWSKI, SAN DIEGO, representing Transportation Alliance Group (TAG), provided a presentation to the Board on the Transportation Network Company (TNC) Pilot program. He expressed concerns related to operations of TNC's and requested that the Board address issues such as waiting areas used by TNC.

MATT WHIFFEN, SAN DIEGO, representing Uber, spoke in support of the TNC program.

TONY HUESO, SAN DIEGO, expressed concern regarding TNC operating requirements. He asked the Board to level the "playing field" with others in the ground transportation industry.

Board Member Cox acknowledged the taxi cab industry's concerns. He stated that the Authority does not have control over many of the regulations and that the Public Utilities Commission and the legislature will have to address the issues. He suggested that maybe there could be separate pick up areas for alternative fuel TNC vehicles and non-alternative fuel TNC vehicles.

Board Member Hubbs concurred that there needs to be equity between the operations of taxis and TNC's.

Board Member Sessom suggested that the Authority do all it can to level the playing field between the taxis and TNC's through the permit process. She expressed support for a separate staging area for alternative fuel vehicles.

Board Member Alvarez stated that leveling the playing field between TNC's and other ground transportation carriers should be addressed. He suggested that it might be time for the Authority to request a new opinion from the Attorney General regarding our agency's authority to ensure compliance with the MOU in regards to alternative fuel vehicles.

Chair Gleason requested that staff look into holding lot options as next steps are brought to the Board with other recommendations at the end of the TNC pilot program in June, 2016. He also stated that an overview of the impact on customer service by TNC's, taxis, and shuttles be provided in the Ground Transportation update to the Board in April.

Chair Gleason requested that a Board memo outlining the requirements in the MOU that applies to all modes of transportation.

RECOMMENDATION: Receive the update.

**[ACTION: No action taken.]**

*The Board recessed at 10:44 a.m. and reconvened at 10:54 a.m.*

**CLOSED SESSION:** The Board recessed into Closed Session at 10:55 a.m. to hear items 18 and 19.

9. **CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Diego Concession Group, Inc. v. San Diego County Regional Airport Authority,  
San Diego Superior Court Case No. 37-2012-00088083-CU-BT-CTL
10. **CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Dryden Oaks, LLC v. San Diego County Regional Airport Authority, et al.,  
San Diego Superior Court, North County, Case No. 37-2014-00004077-CU-EI-NC

- 11. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Donna Wilson; John Wilson v. San Diego Port Authority; San Diego International Airport; San Diego County Regional Airport Authority  
San Diego Superior Court Case No. 37-2014-00015326-CU-PO-CTL (Meyer)
- 12. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a)):  
Maria Paula Bermudez v. San Diego County Regional Airport Authority, American Airlines, Inc., et al.  
San Diego Superior Court Case No. 37-2015-00022911-CU-PO-CTL.
- 13. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code §54956.9(a) and (d)(1))  
Stanley Moore v. San Diego County Regional Airport Authority, et al  
San Diego Superior Court Case No. 37-2015-00030676-CU-OE-CTL
- 14. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
Cal. Gov. Code § 54956.9(a) and (d).  
In the matter of the Petition of San Diego County Regional Airport Authority for Review of Action by the California Regional Water Quality Control Board in Issuing Order No. R9-2013-0001, as amended by Orders Nos. R9-2015-0001 and R9-2015-0100 (NPDES NO. CAS0109266) [Water Code §§ 13320(a) and 13321(a)]
- 15. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION AND EXISTING LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(a) and 54956.9(b).)  
Jay A. Bass, et al/v. San Diego City Employees’ Retirement System, et al.,  
San Diego Superior Court Case No. 37-2013-00077566-CU-OE-CTL
- 16. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9 (b) and 54954.5.)  
Re: Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board regarding submission of technical reports pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.  
Number of potential cases: 1
- 17. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Initiation of litigation pursuant to Cal. Government Code § 54956.9(d).)  
Number of cases: 2
- 18. THREAT TO PUBLIC SERVICES OR FACILITIES:**  
Cal. Gov. Code §54957  
Consultation with: Transportation Security Administration (TSA)  
Federal Security Director and Harbor Police Chief



- 19. PUBLIC EMPLOYEE EMPLOYMENT (GC 54957):** (This item was added during the meeting)  
Title: General Counsel

**REPORT ON CLOSED SESSION:** The Board reconvened into Open Session at 12:20 p.m. There was no reportable action.

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

**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:**

**BOARD COMMENT:** None.

**ADJOURNMENT:** The meeting adjourned at 12:21 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD THIS 18<sup>TH</sup> DAY OF FEBRUARY, 2016.

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



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

Item No.  
**2**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

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

**Recommendation:**

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

**Background/Justification:**

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

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

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

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

**Fiscal Impact:**

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

**Authority Strategies:**

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

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

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

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

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

**DAVID ALVAREZ**

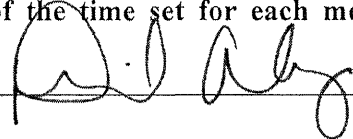
SDCRAA  
**FEB 03 2016**  
 Corporate & Information Governance

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

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

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
David Alvarez		2/2/16
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1/11/16 Time: 9:00 AM Location: SDRCAA	Finance Committee
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1/21/16 Time: 9:00 AM Location: SDRCAA	Board Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1/28/16 Time: 9:00 AM Location: SDRCAA	Capital Improvement Program Oversight 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: 

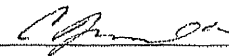
**APRIL BOLING**

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

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BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
C. APRIL BOLING		2/03/16
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1/11/16 Time: 9:00 Location: Airport	Airport Executive/Finance Committee Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1/13/16 Time: 4:00 Location: Airport	SD Unified Port District Exec. RCC Tour
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1/15/16 Time: 10:00 Location: Airport	RCC Grand Opening
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1/19/16 Time: 9:00 Location: Airport	Exec. Personnel Committee Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1/21/16 Time: 9:00 Location: Airport	ALUC Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1/28/16 Time: 9:00 Location: Airport	Capital Improvement Committee Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1/28/16 Time: 5:00 Location: Manchester Grand Hyatt	San Diego Regional Chamber of Commerce 145 <sup>th</sup> Anniversary Celebration.
<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**



FEB 04 2016

## SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## Board Member Event/Meeting/Training Report Summary

Corporate &amp; Information Governance

Period Covered: NOV 2015 - JAN 2016

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

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
Tim Desmond		1/29/16
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
Brown Act Pre-approved Res. 2009-0149R	Date: 11/9/15 Time: 9AM Location: SDIA	BOARD EXECUTIVE COMMITTEE Meeting
Brown Act Pre-approved Res. 2009-0149R	Date: 11/19/15 Time: 9AM Location: SDIA	BOARD Meeting
Brown Act Pre-approved Res. 2009-0149R	Date: 12/17/15 Time: 9AM Location: SDIA	BOARD Meeting
Brown Act Pre-approved Res. 2009-0149R	Date: 1/21/16 Time: 9AM Location: SDIA	BOARD Meeting
Brown Act Pre-approved Res. 2009-0149R	Date: 1/19/16 Time: 9AM Location: SDIA	EXEC PERSONNEL CONF COMMITTEE Meeting
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

**ROBERT H. GLEASON**

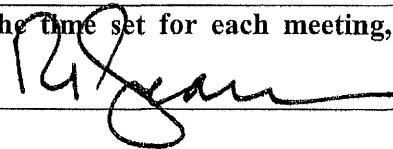
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: JANUARY 2016

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

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT
ROBERT H. GLEASON		February 1, 2016
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 11, 2016 Time: 9:00 am Location: SDCRAA offices	Executive / Finance Committee meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 12, 2016 Time: 10:00 am Location: Rental Car Center	Media Tour; spoke on behalf of the Airport Authority
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 13, 2016 Time: 4:00 pm Location: Rental Car Center	Port of San Diego Executive Tour; spoke on behalf of the Airport Authority
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 15, 2016 Time: 10:00 am Location: Rental Car Center	SDIA ribbon-cutting event for the new Rental Car Center; spoke on behalf of the Airport Authority
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 19, 2016 Time: 9:00 am & 6:00 pm Location: SDCRAA offices & Byron Sher Auditorium, Sacramento	Executive Personnel and Compensation Committee meeting 2015 Governor Environmental and Economic Leadership Awards; represented on behalf of the Airport Authority
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 21, 2016 Time: 9:00 am Location: SDCRAA offices	ALUC / Board meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 27, 2016 Time: 9:00 am Location: SDCRAA office	Art Advisory Committee meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: January 28, 2016 Time: 9:00 am Location: SDCRAA offices	Capital Improvement Program Oversight Committee

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

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



**ANDREW  
HOLLINGWORTH**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: February 1, 2016

SDCRAA  
**FEB 01 2016**  
 Corporate & Information Governance

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

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
<i>Andrew Hollingworth</i>		<i>2/1/2016</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>2/1/2016</i> Time: <i>10:00 A.M.</i> Location: <i>AIRPORT Authority Board Room</i>	<i>SAN DIEGO Regional Airport Authority Audit Comm. Fee Meeting</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:	
<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 Hollingworth*

**JIM JANNEY**

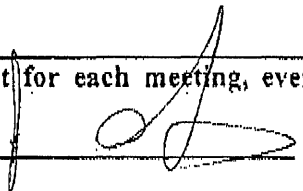
SDCRAA  
 JAN 25 2016  
 Corporate & Information Governance

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

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

BOARD MEMBER NAME (Printed)		DATE OF THIS REPORT
Jim Jannay		Jan 25 2016
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
Brown Act Pre-approved Res. 2009-0149R	Date: 1-11-16 Time: 9 Location: SD IA	Financ & Special Board
Brown Act Pre-approved Res. 2009-0149R	Date: 1-19-16 Time: 9 Location: SD IA	Exec Personnel & Comp comm
Brown Act Pre-approved Res. 2009-0149R	Date: 1-21-16 Time: 9 Location: SD IA	Board & ALV mtg
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	

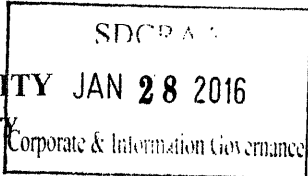
I certify that I was present for at least half of the time set for each meeting, event and training listed herein.

Signature: 

**PAUL ROBINSON**

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SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY JAN 28 2016

Board Member Event/Meeting/Training Report Summary

Period Covered: 1/31/15

**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:
Paul E. Robinson		
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: <u>1/11/16</u> Time: <u>9:00 - 10:30 a.m.</u> Location: <u>SDCRAA Bd Rm</u>	<u>SDCRAA Exec / Finance Comm. Mtg</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>1/21/16</u> Time: <u>9:00 - 12:00pm</u> Location: <u>SDCRAA Bd Rm</u>	<u>SDCRAA Bd ALK Mtg</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>1/23/16</u> Time: <u>9:00am</u> Location: <u>SDCRAA Bd Rm</u>	<u>SDCRAA ET CIO P Comm.</u>
<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: PE Robinson

**MARY SESSOM**

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

SDCRAA <b>FEB 02 2016</b> Corporate & Information Governance
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Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
MARY SESSOM		2-2-16
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: 1-14-16 Time: 3:00 PM Location: EL CAJON CITY COUNCIL CHAMBERS	EAST COUNTY MAYORS MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1-19-16 Time: 9:00 am Location: SDCRAA	EXECUTIVE PERSONNEL COMMITTEE
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1-21-16 Time: 9:00 am Location: SDCRAA	BOARD/ALUC 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: Mary Sessom

**DON TARTRE**

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

Period Covered: 2/1-16

SDCRAA <b>FEB 01 2016</b> Corporate & Information Governance
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Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
<i>Don Taylor</i>		<i>2/1-16</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>2/1-16</i> Time: <i>10AM</i> Location: <i>Board Room</i>	<i>AC Meeting</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: _____	
<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: *Don Taylor*

**JACK VAN SAMBEEK**

SDCRAA  
 FEB 01 2016  
 Corporate & Information Governance

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

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

Period Covered: Feb 1 2016

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

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
VAN Sambek Jack		2-1-16
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2-1 Time: 10 AM Location:	Audit 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:	
<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: J P Van Sambek



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

Item No.  
**3**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

**Awarded Contracts, Approved Change Orders from December 28, 2015 through January 24, 2016 and Real Property Agreements Granted and Accepted from December 28, 2015 through January 24, 2016**

**Recommendation:**

Receive the report.

**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 December 28, 2015 - January 24 , 2016**

 <p align="center"><b><u>New Contracts</u></b></p>							
<b>Date Signed</b>	<b>CIP #</b>	<b>Company</b>	<b>Description</b>	<b>Solicitation Method</b>	<b>Owner</b>	<b>Contract Value</b>	<b>End Date</b>
12/28/2015	N/A	The Centre for Organization Effectiveness	The Contractor will provide services to facilitate retreats for the Board of Directors of San Diego County Regional Airport Authority.	Informal RFP	Corporate & Information Governance	\$45,000.00	12/31/2019
1/6/2016	N/A	Computer Protection Technology, Inc.	The Contractor will provide Uninterruptible Power Supply (UPS) maintenance support throughout San Diego International Airport.	Informal RFP	Facilities Management	\$32,081.25	6/30/2016
1/6/2016	N/A	Marsh USA, Inc.	The Contractor will provide insurance broker services for the Owner Controlled Insurance Program (OCIP) for San Diego County Regional Airport Authority.	RFP	Risk Management	\$667,500.00	8/31/2018
1/12/2016	N/A	Rosa Lowinger & Associates	The Contractor will provide public art conservator services for San Diego International Airport.	RFP	Vision, Voice & Engagement	\$100,000.00	1/3/2017
 <p align="center"><b><u>New Contracts Approved by the Board</u></b></p>							
<b>Date Signed</b>	<b>CIP #</b>	<b>Company</b>	<b>Description</b>	<b>Solicitation Method</b>	<b>Owner</b>	<b>Contract Value</b>	<b>End Date</b>
12/28/2015	N/A	Legge Lewis Legge LLC	This contract was approved by the Board at the November 19, 2015 Board Meeting. The Artist will complete the Public Art Project entitled <i>Palm Street Park</i> at San Diego International Airport.	RFQ	Vision, Voice & Engagement	\$500,000.00	2/28/2017
1/11/2016	104177	Hazard Construction Company	This contract was approved by the Board at the December 17, 2015 Board Meeting. The Contractor will rehabilitate cross taxiway B8 and Terminal Aprons at San Diego International Airport.	RFB	Facilities Development	\$4,766,600.00	1/18/2016

**Attachment "A"**

**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN December 28, 2015 - January 24, 2016**



**Amendments and Change Orders**

<b>Date Signed</b>	<b>CIP #</b>	<b>Company</b>	<b>Description of Change</b>	<b>Owner</b>	<b>Previous Contract Amount</b>	<b>Change Order Value (+ / -)</b>	<b>Change Order Value (%) (+ / -)</b>	<b>New Contract Value</b>	<b>New End Date</b>
01/05/16	N/A	Ricondo & Associates, Inc.	The Sixth Amendment revises Exhibit B "Compensation and Payment Schedule" to add a subconsultant for On-Call Technical Airport Planning Consulting Services for San Diego County Regional Airport Authority. There is no increase in compensation.	Airport Planning	\$3,000,000.00	\$0.00	0%	\$3,000,000.00	2/6/2017
01/05/16	N/A	Amy Landesberg Art & Design	The Third Amendment extends the term of the contract by 30 days to complete the public artwork projects entitled <i>The Hive</i> and <i>Swarm</i> located at the Rental Car Center at San Diego International Airport. There is no increase in compensation.	Vision, Voice & Engagement	\$675,000.00	\$0.00	0%	\$675,000.00	1/30/2016



**Amendments and Change Orders - Approved by the Board**

12/14/15	104179	Hearne Corporation	This Change Order was approved by the Board on November 19, 2015. Change Order #4 increases the President/CEO's change order authority from \$229,777.38 to an amount not to exceed \$500,586.49 for the <i>Reconfigure Security Checkpoint 2/Refurbish Terminal 1 Rotunda and Baggage Claim Area</i> Project at San Diego International Airport.	Facilities Development	\$3,913,959.60	\$416,128.05	11%	\$4,330,087.65	5/27/2015
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## Attachment "B"

## REAL PROPERTY AGREEMENTS EXECUTED FROM DECEMBER 28, 2015 TO JANUARY 24, 2016



### Real Property Agreements

Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
12/29/15-12/28/20; depends on date of installation	LE-0878	Sprint Spectrum L.P.	Letter of Agreement	Rental Car Center	improve transmission and reception of wireless communication	N/A	N/A	no financial obligations
1.1.16 - 12.31.20	LE-0879	Bank of America, N.A.	Concession Lease	Terminals and RCC	11 ATMs for passengers use	N/A	\$36,500 Monthly Rent	N/A
1.1.16 - 12.31.20	LE-0880	Certified Folder Display Service	Concession Lease	Terminals and RCC	6 locations of advertising brochure racks	N/A	The greater of minimum annual guarantee of \$20,000 or 25% of gross revenue	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
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No Agreements or Assignments to Report



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

Item No.  
**4**

Meeting Date: **FEBRUARY 18, 2016**

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**Subject:**

**February 2016 Legislative Report**

**Recommendation:**

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

**Background/Justification:**

The Authority's Legislative Advocacy Program Policy requires that staff present the Board with monthly reports concerning the status of legislation with potential impact to the Authority. The February 2016 Legislative Report updates Board members on legislative activities that have taken place since the previous board meeting. The Authority Board provides direction to staff on legislative issues by adoption of a monthly Legislative Report (Attachment A).

**State Legislative Action**

The Authority's legislative team recommends that the Board adopt a SUPPORT position on AB 1657 (O'Donnell), a SUPPORT position on AB 1662 (Chau), and a SUPPORT position on SB 868 (Jackson). The legislative team also recommends that the Board adopt a WATCH position on AB 1648 (Wilk), a WATCH position on AB 1661 (McCarty), and a WATCH position on SB 874 (Gaines).

AB 1657 would establish two new programs: the Zero- and Near-Zero-Emission Intermodal Terminals Program; and the Port Building and Lighting Efficiency Greenhouse Gas Reduction Fund. The purpose of these programs is to fund activities that transition the freight system to zero- and near-zero-emission operations and to fund energy efficiency upgrades and investments at public ports.

AB 1662 would require the operator of an unmanned aircraft involved in an accident affecting person or property to land their aircraft immediately and provide certain information to the injured party or owner of damaged property.

SB 868 would establish conditions for operating unmanned aircraft, including a requirement for the procurement of liability insurance, and authorize the California Department of Transportation to adopt rules and regulations governing the operation of remote piloted aircraft.

AB 1648 would amend the California Public Records Act by prohibiting a state or local agency from providing public records to a private entity where such action would prevent a member of the public from sharing, distributing or publishing that record.

AB 1661 would require local agency officials to receive sexual harassment training and education if they receive any salary, stipend or compensation from the agency for their service.

SB 874 is a placeholder “spot bill” that makes non-substantive changes to the definitions applicable to transportation network companies.

**Federal Legislative Action**

The Authority’s legislative team does not recommend that the Board adopt any new positions on federal legislation.

On February 3, 2016, House Transportation and Infrastructure Committee Chairman Bill Shuster unveiled an initial draft of a six-year FAA Reauthorization Bill that would separate the Air Traffic Organization from the Federal Aviation Administration and maintain the current \$4.50 Passenger Facility Charge limit. The Transportation and Infrastructure Committee is scheduled to consider and “mark-up” this comprehensive legislation on February 11th. The Authority’s legislative team will closely monitor action on this bill and provide a detailed analysis of H.R. 4441 following the Committee mark-up.

**Fiscal Impact:**

Not applicable.

**Authority Strategies:**

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

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

**Environmental Review:**

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

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

MICHAEL KULIS  
DIRECTOR, INTER-GOVERNMENTAL RELATIONS

RESOLUTION NO. 2016-0006

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the February 2016 Legislative Report (Attachment A); and

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



PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 18<sup>th</sup> day of February, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY RUSSELL  
DIRECTOR, CORPORATE  
& INFORMATION GOVERNANCE/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

February 2016 Legislative Report

State Legislation

**Legislation/Topic**

**AB 1648 (Wilk) – Public Records**

**Background/Summary**

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

**Anticipated Impact/Discussion**

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

**Status:** 1/13/16 – Introduced in the Assembly

**Position:** Watch

**Legislation/Topic**

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

**Background/Summary**

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

**Anticipated Impact/Discussion**

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

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

the bill's author in an effort to include language in this bill identifying airports as eligible recipients of these funds.

**Status:** 1/13/16 – Introduced in the Assembly

**Position:** Watch

**Legislation/Topic**

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

**Background/Summary**

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

**Anticipated Impact/Discussion**

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

**Status:** 1/13/16 – Introduced in the Assembly

**Position:** Watch

**Legislation/Topic**

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

**Background/Summary**

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

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

**Anticipated Impact/Discussion**

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

**Status:** 1/13/16 – Introduced in the Assembly

**Position:** Support

**Legislation/Topic**

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

**Background/Summary**

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

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

**Anticipated Impact/Discussion**

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

**Status:** 1/12/16 – Introduced in the Senate

**Position:** Support

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

**Legislation/Topic**

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

**Background/Summary**

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

**Anticipated Impact/Discussion**

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

**Status:** 1/14/16 – Introduced in the Senate

**Position:** Watch

**Legislation/Topic**

**AB 14 (Waldron) – Unmanned Aircraft: identification requirements**

**Background/Summary**

This bill would have required, beginning January 1, 2017, that a person or public or private entity that owns or operates an unmanned aircraft (commonly known as “drones”), place specified identifying information (including the owner’s name, address and telephone number or an internet website address that lists this information), or digitally store such information on their unmanned aircraft. The bill would have exempted model aircraft from that requirement. Violators of this requirement would have been subject to a maximum civil fine of \$2,500.

**Anticipated Impact/Discussion**

This bill would have benefitted San Diego International Airport (SDIA) by allowing staff to promptly identify the owners/operators of drones encountered at SDIA and assisted in determining if a drone intentionally or unintentionally landed on airport-controlled property.

**Status:** 1/31/16 – As a bill introduced in 2015, AB 14 failed to pass out of its house of origin by the January 31, 2016, deadline and is now dead.

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

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

## **Legislation/Topic**

### **AB 729 (Atkins) – San Diego Unified Port District: territory held in trust**

#### **Background/Summary**

As amended, this bill would have granted in trust to the San Diego Unified Port District (SDUPD) certain unidentified additional tidelands and submerged lands within the San Diego Bay and currently held by the by the State of California. The bill would also have required SDUPD by June 30, 2017, and at the end of every fiscal year, to transfer to the State Lands Commission (SLC) specified amount of revenues generated on those granted tidelands and submerged lands and required the SLC to allocate those revenues to the State Treasurer for deposit in the General Fund and the Land Bank Fund.

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

This bill was not expected to impact San Diego International Airport.

**Status:** 1/31/16 – As a bill introduced in 2015, AB 729 failed to pass out of its house of origin by the January 31, 2016, deadline and is now dead.

**Position:** Watch (3/19/15)

## **Legislation/Topic**

### **AB 886 (Chau) – Transportation Service Network Provider: passenger privacy**

#### **Background/Summary**

This bill would have modified the current knowing consent exception to the prohibition against disclosure of personally identifiable passenger information to a third party. Specifically, AB 886 would have required that Transportation Network Companies (TNCs) first obtain affirmative consent of a passenger through an opt-in selection that was separate from and not conditioned on various other transactions between the passenger and the TNC before disclosing such information to a third party.

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

This bill was not expected to impact ground transportation operations at San Diego International Airport.

**Status:** 1/31/16 – As a bill introduced in 2015, AB 886 failed to pass out of its house of origin by the January 31, 2016, deadline and is now dead.

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

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

## Federal Legislation

### Legislation/Topic

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

### Background/Summary

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

### Anticipated Impact/Discussion

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

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

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

### Legislation/Topic

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

### Background/Summary

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

### Anticipated Impact/Discussion

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

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

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

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

**Legislation/Topic**

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

**Background/Summary**

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

**Anticipated Impact/Discussion**

The legislation is not expected to require any changes to SDIA airport facilities as post-security lactation areas in the terminals already exist.

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

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

**Legislation/Topic**

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

**Background/Summary**

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

**Anticipated Impact/Discussion**

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

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

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

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



**Legislation/Topic**

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

**Background/Summary**

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

**Anticipated Impact/Discussion**

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

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

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

**Legislation/Topic**

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

**Background/Summary**

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

**Anticipated Impact/Discussion**

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

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

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

**Legislation/Topic**

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

**Background/Summary**

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

**Anticipated Impact/Discussion**

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

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

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

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

**Legislation/Topic**

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

**Background/Summary**

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

**Anticipated Impact/Discussion**

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

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

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

**Legislation/Topic**

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

**Background/Summary**

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

**Anticipated Impact/Discussion**

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

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

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

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

**Legislation/Topic**

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

**Background/Summary**

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

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

**Anticipated Impact/Discussion**

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

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

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

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

## **Legislation/Topic**

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

#### **Background/Summary**

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

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

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

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

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

## **Legislation/Topic**

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

#### **Background/Summary**

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

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

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

**Anticipated Impact/Discussion**

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

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

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

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



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

Item No.  
**5**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

**Annual Review and Notification of Board Member Weighted Vote Point Allocation as Required by Section 170014 of the California Public Utilities Code**

**Recommendation:**

Adopt Resolution No. 2016-0007, accepting the Board Member Weighted Vote Point Allocation as required by Section 170014 of the California Public Utilities Code.

**Background/Justification:**

Section 170014 of the California Public Utilities Code and Authority Policy 1.30(12)(b)(3) requires that the allocation of vote points shall be made annually by the Board, based upon the population calculations made by the San Diego Association of Governments.

NUMERICAL MAJORITY (TALLY VOTE)

A numerical majority requires an affirmative vote of at least five members of the voting membership of the Board.

WEIGHTED MAJORITY (WEIGHTED VOTE)

A weighted majority requires an affirmative vote of Board Members controlling at least 51 of a total of 100 vote points that are allocated among the Board Members.

No jurisdiction may be allocated more than 40 vote points or less than one vote point. There are no fractional vote points. The allocation of vote points is to be made annually by the Board based upon the population calculations made by the San Diego Association of Governments (SANDAG). The vote points for the City of San Diego are to be divided as equally as possible among its three Board Members (presently 13, 13 and 14 respectively). The Mayor of the City of San Diego makes the determination of which City representation is assigned each vote point allocation. The vote points for the County of San Diego are to be divided as equally as possible (presently 8 and 8 respectively) and allocated by the Chair of the County Board of Supervisors.

In accordance with California Public Utilities Code 170014 and Authority Policy 1.30(12)(b)(3) and using the population calculations made by SANDAG, the allocations for the period beginning in March are as follows:

City of San Diego	Robert H. Gleason	14 points
City of San Diego	April C. Boling	13 points
City of San Diego	David Alvarez	13 points
North County Coastal	Lloyd Hubbs	12 points
North County Inland	Jim Desmond	12 points
South County	Jim Janney	12 points
East County	Mary Sessom	8 points
County of San Diego	Greg Cox	8 points
County of San Diego	Paul Robinson	8 points

The vote points are allocated to individual board members. Regardless of the number of members in attendance, or the fact that a quorum is present, or that five members voted for an agenda item, an item requires both 51 affirmative vote points, and the affirmative vote of five members, to pass.

**Fiscal Impact:**

There is no fiscal impact for this item.

**Authority Strategies:**

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

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

**Environmental Review:**

- A. 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

RESOLUTION NO. 2016-0007

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY ACCEPTING THE BOARD MEMBER  
WEIGHTED VOTE POINT ALLOCATION AS  
REQUIRED BY §170014 OF THE CALIFORNIA  
PUBLIC UTILITIES CODE

WHEREAS, Section 170014 of the California Public Utilities Code and Authority Policy 1.30(12)(b)(3) requires that the allocation of vote points shall be made annually by the San Diego County Regional Airport Authority Board, based upon the population calculations made by the San Diego Association of Governments (“SANDAG”); and

WHEREAS, a weighted majority requires an affirmative vote of Board Members controlling at least 51 of a total 100 vote points that are allocated amongst the Board Members; and

WHEREAS, In accordance with the California Public Utilities Code §170014 and Authority Policy 1.30(12)(b)(3), and using the population calculations made by SANDAG, the allocations for the period beginning in March are as follows:

City of San Diego	Robert H. Gleason	14 points
City of San Diego	April C. Boling	13 points
City of San Diego	David Alvarez	13 points
North County Coastal	Lloyd Hubbs	12 points
North County Inland	Jim Desmond	12 points
South County	Jim Janney	12 points
East County	Mary Sessom	8 points
County of San Diego	Greg Cox	8 points
County of San Diego	Paul Robinson	8 points

NOW, THEREFORE, BE IT RESOLVED that the Board hereby accepts the Board Member Weighted Vote Point Allocation as required by §170014 of the California Public Utilities Code.

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



PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 18<sup>th</sup> day of February, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



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

**Item No.  
6**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

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

**Recommendation:**

Adopt Resolution No. 2016-0008 approving the appointment of Sheryl L. White to the Art Advisory Committee.

**Background/Justification:**

At its January 10, 2013 meeting, the Board adopted a new Authority Policy 8.50, replacing Policies 8.50 (Guidelines for the Public Art Program), 8.51 (Monuments, Memorials and Plaques) and 8.52 (Donated and Loaned Items). Under the new policy 8.50, the Art Advisory Committee (AAC) is comprised of seven voting members and no more than three ex-officio, non-voting members. Appointments to AAC are completed as follows:

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

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

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

APPOINTMENT OF SHERYL L. WHITE

The President/CEO recommends that Sheryl L. White be appointed to an AAC Art Professional seat that is currently vacant to complete the non-expired term of a prior member. The seat was previously held by Andy Horwitz, who resigned before his term expired. Ms. White previously served on the AAC from September 2012 through June 2015. Appointment to the Committee would be from February 2016 – July 2018.

Ms. White enjoyed a banking career as a leader of large commercial banks for 35 years. As Senior Vice President for Private Wealth Banking, cultivating new customers and strengthening existing relations, she was recognized as one of the three top producers in the bank holding company that spanned several banks.

As long-time philanthropist and arts advocate, Ms. White has served on the Board of Directors for regional arts organizations including The New Children's Museum, the Museum of Contemporary Art San Diego, The Old Globe Theatre and the San Diego Opera. Ms. White is the managing trustee for a family foundation that supports a wide range of arts, community service and education organizations, including endowing a chair at the Rady School of Business, University of San Diego, San Diego. Ms. White was appointed to the City of San Diego Commission for Arts and Culture in 2010 and currently serves as Vice Chair. She holds a Master's of Science in Executive Leadership from the University of San Diego.

**Fiscal Impact:**

No fiscal impact.

**Authority Strategies:**

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

Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

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

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

**Application of Inclusionary Policies:**

Not Applicable

**Prepared by:**

DIANA LUCERO  
DIRECTOR, VISION, VOICE & ENGAGEMENT

RESOLUTION NO. 2016-0008

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY APPROVING THE APPOINTMENT OF  
SHERYL L. WHITE TO THE ART ADVISORY  
COMMITTEE

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

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

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

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

WHEREAS, of the six voting members who are art or design professionals, two shall reside outside of San Diego County, and one shall be actively involved in the performing arts, as recommended by the President/CEO, subject to appointment by the Board; and

WHEREAS, Sheryl L. White is one of the six art/design professionals; and

WHEREAS, the AAC is advisory in nature to provide expert advice regarding opportunities for integrating public artwork into the Airport, to identify eligible and qualified artists for creation of specific artworks, to maintain and conserve displayed public artworks, to deaccession public artworks, and determine eligibility and qualifications for temporary and rotating art exhibits.

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

BE IT FURTHER RESOLVED that the Board finds this action is not a “project” that would have a significant effect on the environment as defined by the California Environmental Quality Act (“CEQA”), as amended, 14 Cal. Code Regs. §15378; is not a “project” subject to CEQA Cal. Pub. Res. Code (California Public Resources Code §21065); and is not a “development” as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 18<sup>th</sup> day of February 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

## Attachment A

### Art Advisory Committee

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

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



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

**Item No.  
7**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

**Reject the Claim of Wanda Hernandez**

**Recommendation:**

Adopt Resolution No. 2016-0009, rejecting the Claim of Wanda Hernandez.

**Background/Justification:**

On January 25, 2016, Wanda Hernandez filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging that she sustained injuries when a sign fell on her head and shoulders in Terminal One at San Diego International Airport. Hernandez claims unspecified damages in an amount greater than \$10,000.

On October 23, 2015, Hernandez claims she was near Gate 3 in Terminal One when a sign fell on her, injuring her head and shoulders. The claim gives no additional details but attaches a San Diego Harbor Police report.

Hernandez's claim should be denied. An investigation into the incident revealed no dangerous or unsafe condition. The attached Harbor Police report confirms that finding.

**Fiscal Impact:**

Not Applicable.

**Authority Strategies:**

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

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy



**Environmental Review:**

A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §15065.

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

**Application of Inclusionary Policies:**

Not Applicable.

***Prepared by:***

SUZIE JOHNSON  
GENERAL COUNSEL



**PIERING LAW FIRM**  
PERSONAL INJURY ATTORNEYS

**ATTACHMENT A**

**JAN 25 2016**

Corporate & Information Governance

ROBERT A. PIERING  
JOHN D. BEALS

LISA GARA  
FIRM INVESTIGATOR

775 UNIVERSITY AVENUE  
SACRAMENTO, CA 95825  
TELEPHONE (916) 446-1944  
FACSIMILE (916) 446-1222

**RECEIVED**  
**JAN 25 2016**  
**General Counsel**

January 13, 2016

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

**Re: Wanda Hernandez - Personal Injury Claim of October 23, 2015**

To Whom It May Concern:

Please be advised that this office has been retained by Wanda Hernandez to represent her in connection with the incident that occurred at the San Diego International Airport involving a sign that fell on her head. As a result of the incident, Ms. Hernandez suffered injuries to her head and shoulder. Please find enclosed the original Claim Form plus two additional copies. I have also enclosed a self-addressed stamped envelope to return the conformed copies to our office.

To enable us to conduct a thorough investigation of the facts surrounding this incident, we request that you preserve all relevant evidence and provide us with the following items and information:

1. Any and all reports of loss or incident;
2. Any and all witness statements or witness information;
3. At our expense, color copies or reprints of photographs, or copies of any video footage of any of the following:
  - (a) Our client;
  - (b) The sign that fell on our client; and
  - (c) The area where the incident occurred.

If you have any questions or concerns, please do not hesitate to contact our office.

Sincerely,

PIERING LAW FIRM

By: 

JOHN D. BEALS  
Attorney at Law

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
ACCIDENT OR DAMAGE CLAIM FORM**

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

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

**FOR AUTHORITY CLERK USE ONLY**

Document No.: CL-259

Filed: 1-25-16

SDCRAA

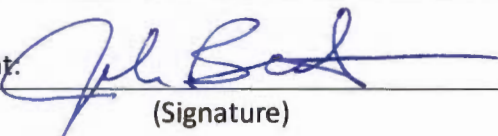
JAN 25 2016

Corporate & Information Governance

1) Claimant Name: Wanda Hernandez	
2) Address to which correspondence regarding this claim should be sent: <b>John D. Beals Piering Law Firm 775 University Avenue Sacramento, CA 95825</b>	
Telephone No.: 916-446-1944	Date: January 13, 2016
3) Date and time of incident: 6:09 p.m.	
4) Location of incident: San Diego International Airport, Terminal 1, near Gate 3	
5) Description of incident resulting in claim:  Claimant was injured when a sign fell on her head/shoulders at the San Diego International Airport, Terminal 1, near Gate 3.	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known:  Unknown	
7) Persons having firsthand knowledge of incident: See San Diego Harbor Police Report No. 15-0512 (Attached as Exhibit A)	
Witness (es)	Physician(s):
Name: Rural Metro of San Diego	Name: Sharp Memorial Hospital Emergency Room
Address:	Address:
10405 San Diego Mission Road, San Diego, CA 92108	7901 Frost St., San Diego, CA 92123
Phone:	Phone:

8) Describe property damage or personal injury claimed:
Claimant sustained injury to her head and upper extremities.
9) Owner and location of damaged property or name/address of person injured:
Wanda Hernandez 225 Bronson Street, Watsonville, CA 95076
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.
Exceeds \$10,000.

Dated: 1/13/16

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

# EXHIBIT A



# San Diego Harbor Police Crime/Incident Report

CAD Event No.: **102315-131**

Case No. **15-05012**

Primary Victim: **HERNANDEZ, WANDA**

Report No. **15-05012.1**

1

Page 1 of 2

### GENERAL CASE INFORMATION

Primary Charge: <b>981000 - ZZ - MISCELLANEOUS INCIDENTS</b>			
Special Studies: <b>IR/AP - Sick/Injury-Airport</b>		Related Cases:	
Location, City, State, ZIP: <b>3865 N Harbor Drive, San Diego, CA 92101</b>		Occurred On: <b>10/23/2015 18:09:00 (Friday)</b>	
Jurisdiction: <b>Terminal 1 - Terminal 1</b>	Beat: <b>710</b>	Call Source: <b>Unknown</b>	(and Between):
Means:		Motives:	

### VICTIM/S

#### Victim #1

Person Code: <input type="checkbox"/> Secured Premise <input type="checkbox"/> Discovered Crime <input type="checkbox"/> Reporting Party <input type="checkbox"/> Law Enforcement Officer				
Name: <b>HERNANDEZ, WANDA</b>		Victim Type: <b>I - Individual</b>		Interpreter Language:

ALIAS / AKA / NICKNAME / MONIKER:				
Name Type:	First:	Middle:	Last:	Suffix:

Victim Of: <b>981000 - ZZ - MISCELLANEOUS INCIDENTS</b>				County Residence: <b>N - Nonresident</b>	
Home Address, City, State, ZIP: <b>225 Bronson, Watsonville, CA 95076</b>			Res. Country: <b>US</b>	Place of Birth:	
Undocumented: <b>No</b>			Facial Hair:		
Race: <b>W</b>	Sex: <b>F</b>	Date of Birth / Age: <b>03/07/1944 - 71</b>	Height: <b>5' 7"</b>	Weight: <b>170 lbs</b>	Hair Color: <b>BRO</b>
Employment Status: <b>U - Unemployed</b>		Occupation/Grade:	Employer/School:	Employer Address, City, State, ZIP:	
Eye Color: <b>BRO</b>		Complexion: <b>FAR - Fair</b>			

### CONTACT INFORMATION:

Type: <b>HP - Home Phone</b>	Number/Address: <b>831 722-5905</b>
---------------------------------	--

### IDENTIFICATION:

Type: <b>DLN - Drivers License Number</b>	Number: <b>M0414725</b>	State: <b>CD</b>	Country:
Attire:	Injury:	Extent of Treatment:	Violent Crime Circumstances:
LAW ENFORCEMENT OFFICER KILLED OR ASSAULTED INFORMATION	Type:	Type Activity:	Type Assignment:

### IBR/UCR OFFENSE/S

Offense Description: <b>981000 - ZZ - MISCELLANEOUS INCIDENTS</b>	Level: <b>O</b>	Against:	Completed? <b>Yes</b>	Counts:	Using:
Location Type: <b>01 - Air/Bus/Train Terminal</b>	Hate/Bias: <b>88 - None (No Bias)</b>	Domestic Violence: <b>No</b>		Point of Entry:	
Criminal Activity:	Type Security:	Gang Related: <b>No</b>	Entry:	Targets:	
Weapons/Force:	Tools:				

### ARRESTEE/S

SUSPECT/S (Not Yet Arrested)	<div style="border: 1px solid black; padding: 5px; text-align: center; font-weight: bold;">CERTIFIED TRUE COPY</div> <p style="font-size: 0.8em;">I certify that the information requested will be used solely by those limited purposes state and not to harass, degrade or nominate any person. The requesting agency or person hereby agrees to indemnify and hold harmless the San Diego Harbor Police Department and the San Diego Harbor District for any liability arising out of the improper use of information received.</p>
WITNESSES	
OTHER ENTITIES	
PROPERTY	
REPORT NARRATIVE	

**OFFICER STATEMENT/NARRATIVE:** On 10/23/15 at approximately 1809 hours, I responded to a radio call of a subject who was injured by a sign near gate 3 in terminal 1 of the San Diego International Airport. I arrived and spoke with Wanda Hernandez.

Reporting Officer <b>HB4694 - Ashton, Paul</b>	Division / Organization <b>Harbor Police Patrol</b>	Reviewed By <b>HB4692 - Schmidt, Wayne</b>
Report Date <b>10/23/2015 6:46:54 PM</b>	Detective Assigned	Reviewed Date <b>10/24/2015 02:59:34</b>



# San Diego Harbor Police Crime/Incident Report

CAD Event No.: 102315-131

Case No. 15-05012

Primary Victim: HERNANDEZ, WANDA

Report No. 15-05012.1

2

Page 2 of 2

STATEMENT OF WANDA HERNANDEZ: Hernandez told me she was waiting in line at the Einstein Bros. Bagels shop. She bumped into or stepped on a sign and the sign fell on her. Hernandez said she grabbed another person to keep from falling and the person helped her keep her balance. Hernandez said the sign hit her left side and her head. Hernandez said she was sore and thought she had a lump forming on her head. Hernandez told me she is on medication for other health concerns and needed to be checked by medics.

SDFD Medic 63 arrived to provide first aid. Hernandez requested transport to a hospital. Hernandez was later transported to Kaiser Hospital.

There were no witnesses in the area. I looked at the sign to check for damage and stability. There was no damage to the sign. The sign was an Einstein Bros. Bagels sign. The cardboard sign was metal framed and approximately 6 feet tall. It was mounted on a wood base with 4 wheels (casters). The sign was stable. It appeared the only way to knock the sign over would be to step on the wood base which was approximately 3 inches off of the ground.

**CERTIFIED TRUE COPY**  
I certify that the information requested will be used solely by those limited purposes stated and not to harass, degrade or humiliate any person. The requesting agency or person hereby agrees to indemnify and hold harmless the San Diego Harbor Police Department and the San Diego Unified Port District for any liability arising out of the improper use of information required.

Reporting Officer <b>HB4694 - Ashton, Paul</b>	Division / Organization <b>Harbor Police Patrol</b>	Reviewed By <b>HB4692 - Schmidt, Wayne</b>
Report Date <b>10/23/2015 8:46:54 PM</b>	Detective Assigned	Reviewed Date <b>10/24/2015 02:59:34</b>

RESOLUTION NO. 2016-0009

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY REJECTING THE CLAIM OF WANDA  
HERNANDEZ.

WHEREAS, on January 25, 2016, Wanda Hernandez filed a claim with the San Diego County Regional Airport Authority for injuries she claims were the result of a sign falling on her in Terminal One at San Diego International Airport on October 23, 2015; and

WHEREAS, at its regular meeting on February 18, 2016, the Board considered the claim filed by Wanda Hernandez 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 Wanda Hernandez; 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 18<sup>th</sup> day of February, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

---

BRETON K. LOBNER  
GENERAL COUNSEL





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

Item No.  
**8**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

**Fiscal Year 2016 Second Quarter Activities Report and Audit Recommendations Issued by the Office of the Chief Auditor**

**Recommendation:**

The Audit Committee recommends that the Board accept the report.

**Background/Justification:**

The Charter for the Office of the Chief Auditor (OCA), as approved by the San Diego County Regional Airport Authority Board, establishes the roles, responsibilities, and working relationship of the Chief Auditor with the Audit Committee and with Authority management. The OCA Charter that reflects current operational practice is dated September 4, 2014; Resolution No. 2014-0089.

The Office of the Chief Auditor's Charter directs the department 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 2016 Second Quarter Activity Report (Attachment A) summarizes the undertakings and accomplishments of the Chief Auditor's office from October 1, 2015, through December 31, 2015.

During the second quarter, the Office of the Chief Auditor completed eight (8) audits of the Fiscal Year 2016 Audit Plan and issued six (6) recommendations. Appendix B of the activity report provides the status of audit recommendations awaiting implementation that were issued by the Office of the Chief Auditor.

A presentation on the Second Quarter activities of the Office of the Chief Auditor was provided during a meeting of the Audit Committee on February 1, 2016. The Audit Committee voted unanimously to forward the report to the Board for information.

**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

## FISCAL YEAR 2016 SECOND QUARTER REPORT



January 21, 2016

FY16 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 2016 Second Quarter Report. The report details both the audit and the administrative activities of the OCA during the second quarter of Fiscal Year 2016, the resolutions 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 1, 2016.

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 its work on audits contained within the FY16 audit plan, as authorized by the Audit Committee, and wrapped up audits from the FY15 audit plan. In total, during the second quarter, the OCA issued eight (8) audits reports. For the month of December, we issued three (3) audit reports and one (1) audit memo. The audit reports issued during the quarter included six (6) recommendations for management. The completed audits for the second quarter are listed in Figure 1 below.

*Figure 1: Audits Completed During the Second Quarter of Fiscal Year 2016*

<b>Audit</b>	<b>Report No.</b>	<b>Date</b>	<b>Type of Audit</b>
Nuera Contracting and Consulting LP	16011	10/19/2015	Expense Contract
BW-Budget-SDA LLC	16016	11/6/2015	Revenue Contract
SSP America, Inc. (FSP 3)	16027	11/13/2015	Revenue Contract
Ocean Blue Environmental Services, Inc.	16006	11/16/2015	Expense Contract
NewZoom Inc., dba ZoomSystems	16030	12/8/2015	Revenue Contract
Review of Uber Compliance	MEMO	12/21/2015	Special Compliance
Landmark Aviation GSO-SAN, LLC	16022	12/18/2015	Revenue Contract
DTG Operations, Inc., dba Thrifty and Dollar	16018	12/23/2015	Revenue Contract

In addition to the completed audits, the Office of the Chief Auditor had ten (10) audits in progress as of December 31, 2015, as shown in Figure 2 below. Of the ten (10) audits, at the end of the quarter, four (4) draft audit reports were being developed or had been forwarded to the affected departments for review and comment. Of those four, one audit report, for SSP America – Package #5R, has been issued.

*Figure 2: Audits In-Progress as of December 31, 2015*

<b>Audit</b>	<b>Type of Audit</b>
Aircraft Rescue & Fire Fighting (ARFF)	Expense Contract
Biennial Airline Revenue	Revenue Contract
Business and Travel Expenses	Internal Process
Hazard Construction Company	Expense Contract
IT Monitoring and Evaluation	Internal Process
Merriwether Williams Insurance Services	Expense Contract
Midway Rent A Car Inc.	Revenue Contract
Smarte Carte Inc.	Revenue Contract
SSP America Inc. (FSP 5R)	Revenue Contract
The Hertz Corporation	Revenue Contract

*Recommendation Follow-Up*

To ensure that audit issues are addressed in a timely manner, the OCA tracks the status of its recommendations on an on-going basis. For the last month in the quarter, the OCA tracked the implementation status of 14 recommendations that were issued during FY16, or were outstanding as of June 30, 2015. As shown by Figure 3 below, six (6) of the recommendations have been completed or implemented while eight (8) 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, 2015*

<b>Recommendations:</b>				
<b>Tracked</b>	<b>Completed</b>	<b>In Progress</b>	<b>Open</b>	<b>Not Accepted</b>
<b>14</b>	<b>6</b>	<b>5</b>	<b>3</b>	<b>0</b>

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.

For FY16, we have issued a total of six (6) recommendations. Beginning this Fiscal Year we will attempt to identify and measure an expected recommendation completion timeframe. Figure 4 below shows the status of recommendations issued in FY16 along with the expected completion timeframe.

*Figure 4: Status of Recommendations issued in FY16*

<b>Estimated Completion Timeframe</b>	<b>Completed Within Estimate</b>	<b>Completed Outside Estimate</b>	<b>Outstanding</b>	<b>Total</b>
Zero to 6 Months	2	0	4	6
6 Months to 1 Year	0	0	0	0
Over 1 Year	0	0	0	0
<b>Total</b>	<b>2</b>	<b>0</b>	<b>4</b>	<b>6</b>

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

### *Non-Audit Activities*

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

#### **Audit Committee:**

The Audit Committee met on December 7, 2015. During that meeting, the Committee received the Authority's external auditor's Fiscal Year Ended June 30, 2015 reports; the Fiscal Year 2015 CAFR; and the OCAs Fiscal Year 2015 First Quarter Activity Report. The next Audit Committee meeting is February 1, 2016.

#### **Construction Audit Activity:**

The OCA continued its Construction Audit activity separate from the Annual Audit Plan. On-going activities related to the Green Build include:

- Review of Green Build closeout activities

On-going activities related to other construction projects include:

- Analysis of project management (soft) costs incurred in capital projects

Attendance at the Capital Improvement Committee meetings, Development Program meetings, and other construction planning related meetings allows the OCA Construction Auditor to provide assistance in ensuring the Authority is meeting compliance requirements for ongoing and planned projects.

#### **Ethics Compliance Program:**

A summary of the Ethics Program Hotline activities for the period October 1, 2015, through December 31, 2015, is provided in Appendix A.

#### **Training:**

During the second quarter, OCA staff participated in several Internet-based and self-paced training seminars. Of note were sessions regarding ethical leadership, cyber threats, and financial statement fraud.

*Performance Measures*

---

The OCA establishes performance measures each year to provide a benchmark to gauge its success. The five (5) performance measures for FY16, along with their current status, are detailed below in Figure 5.

*Figure 5: Status of Performance Measures as of December 31, 2015*

Performance Measure	Goal	Progress as of December 31, 2015
Percentage of the audit plan completed annually	100%	40%
Additional revenue/cost savings identified through audits	n/a	\$44,689
Percentage of staff time spent on audit activities	80% <sup>1</sup>	81%
Percentage of audits completed within budgeted time	80%	83%
Implementation of Recommendations	90%	65%

**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 22% 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 51% of the audit plan. Regardless, we should be able to meet our annual goal of completing the entire plan by the end of the fiscal year.

**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. During the second quarter of FY16 we did not identify any additional revenue or cost savings.

**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 over its current goal of 80%.

**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 over its goal of completing 80% 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 fiscal year, 15 of 23 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. Additionally, there have been no recommendations issued this fiscal year that have exceeded our estimated completion time.

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



*Going Forward*

---

For completion during the third quarter of FY16, 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 74% of the FY16 Audit Plan. Figure 6 identifies the audits scheduled for completion in the third quarter.

*Figure 6: Audits Scheduled for Completion in the Third Quarter of Fiscal Year 2016*

Audit	Type of Audit
Aircraft Rescue & Fire Fighting (ARFF)	Expense Contract
Biennial Airline Revenue	Revenue Contract
Business and Travel Expenses	Internal Process
Emergency Medical Technician & Paramedic Services	Expense Contract
Grant and Non-Airline Revenue Management	Internal Process
Hazard Construction Company	Expense Contract
IT Monitoring and Evaluation	Internal Process
Merriwether Williams Insurance Services	Expense Contract
Midway Rent A Car, Inc.	Revenue Contract
Simply Wheelz LLC dba Advantage Rent-A-Car	Revenue Contract
Sky Chef, Inc. dba LSG Sky Chefs	Revenue Contract
Smarte Carte, Inc.	Revenue Contract
SSP America, Inc. (FSP 5R)	Revenue Contract
The Hertz Corporation	Revenue Contract

Ethics Hotline  
October – December 2015

	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)
<b>Code of Ethics Concerns</b>					
Potential Misuse of Public Funds					
<i>Construction/Car Rental</i>	15	12	0	n/a	3
<i>Construction/Access Roads</i>	1	1	0	n/a	0
Potential Misuse of Resources					
<i>Holiday Party</i>	5	5	0	n/a	0
Acceptance of Gifts	2	0	0	n/a	2
<b>Non Ethics Related Concerns</b>					
TSA Practices and Behavior	14	9	0	n/a	5
ATO Practices and Behavior	8	6	0	n/a	2
Aircraft Noise	7	7	0	n/a	0
<b>General Workplace Concerns</b>					
United Way	21	18	0	n/a	3
Volunteer Opportunity Emails	16	12	0	n/a	4
Workplace Practices/Behavior	5	4	0	n/a	1
Workplace Equitability	3	3	0	n/a	0
Potential Conflict of Interest	3	3	0	n/a	0

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of December 31, 2015	OCA's Assessment	Estimated Completion Date
15-18	ACCOUNTING DEPARTMENT	Audit Report #15037, dated May 18, 2015, Procurement Card Program	17	<b>Impact: 9 Probability: 8</b>	The Accounting Department should develop a transaction-specific documentation requirement guide to be included in the Manual, and in the guidance for check requests, to mitigate any conflicts between the various Authority purchasing guidelines.	Accounting continues to work with BKD (Authority's external auditor) to review our processes, and will implement improvements based upon the feedback provided. In addition, all payables-related user guides are being internally reviewed and updated and documentation requirements will be consistent for all payment methods. User training sessions are being developed and will be offered in the near future.	In Progress	June 2016
15-19	PROCUREMENT DEPARTMENT	Audit Report #15037, dated May 18, 2015, Procurement Card Program	15	<b>Impact: 8 Probability: 7</b>	Procurement should ensure that a fully trained backup is performing the full duties and responsibilities of the P-Card Program Analyst during extended absences. A formal training manual should be created and updated annually to address any new procedures or issues noted in the preceding year. The manual can then be used by the backup person to provide the annual training if the P-Card Analyst is not available.	Procurement has identified and fully trained a back-up for the P-Card Program Analyst. A formal desk manual will be created and updated annually to address new procedures.	In Progress	March 2016
15-21	PROCUREMENT DEPARTMENT	Audit Report #15037, dated May 18, 2015, Procurement Card Program	15	<b>Impact: 8 Probability: 7</b>	Procurement should evaluate the feasibility of instituting an approved vendor list or reviewing all vendors and utilizing some of the built in controls within the US Bank cards.	The government CALcard program disallows 10 merchant categories. Procurement has reviewed all US Bank's merchant categories and identified an additional 61 merchant categories that were closed in November. Two categories were re-opened at the request of an Authority Director to allow for appropriate transactions.	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, 2015	OCA's Assessment	Estimated Completion Date																					
15-22	PROCUREMENT DEPARTMENT	Audit Report #15037, dated May 18, 2015, Procurement Card Program	14	Impact: 7 Probability: 7	Procurement should provide additional analysis of the P-Card Program to Management on a regular basis.	Procurement is working on various spend report formats. Standard transaction and spend analysis reports are used for additional analysis and recommendations to management.	In Progress	February 2016																					
15-23	AVIATION SECURITY & PUBLIC SAFETY DEPARTMENT	Audit Report #15034, dated May 18, 2015 Aircraft Rescue and Fire Fighting Expense Billings - Fiscal Year 2014	14	Impact: 8 Probability: 6	We recommend that the Aviation Security & Public Safety Department (AVSEC) notify the City concerning the overbilling of \$39,668 for personnel expenses. These adjustments should be included in the final calculation of the amount due to the City for Fiscal Year 2014 ARFF services.	The Authority received and applied the credit from the City.	Completed	N/A																					
15-31	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report 16018, dated December 23, 2015, DTG Operations, Inc., dba Thrifty and Dollar	14	Impact: 7 Probability: 7	Business and Financial Management should request that Accounting generate an invoice to DTG in the amount of \$35,847, as detailed below: <b>License Fee and CFC Recalculation</b>	This recommendation was issued during the month of December so no follow-up was performed.	Open	Unknown																					
					<table border="0"> <thead> <tr> <th></th> <th>Dollar</th> <th>Thrifty</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Finding 1 - License Fees</td> <td>&lt;\$12,383&gt;</td> <td>&lt;\$4,449&gt;</td> <td>&lt;\$16,832&gt;</td> </tr> <tr> <td>Finding 2 - CFC</td> <td>&lt;2,052&gt;</td> <td>18,011</td> <td>15,959</td> </tr> <tr> <td>Finding 3 - Non-Airport</td> <td><u>27,476</u></td> <td><u>9,244</u></td> <td><u>36,720</u></td> </tr> <tr> <td><b>Total</b></td> <td><b>\$13,041</b></td> <td><b>\$22,806</b></td> <td><b>\$35,847</b></td> </tr> </tbody> </table>		Dollar	Thrifty	Total	Finding 1 - License Fees	<\$12,383>	<\$4,449>	<\$16,832>	Finding 2 - CFC	<2,052>	18,011	15,959	Finding 3 - Non-Airport	<u>27,476</u>	<u>9,244</u>	<u>36,720</u>	<b>Total</b>	<b>\$13,041</b>	<b>\$22,806</b>	<b>\$35,847</b>				
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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, 2015	OCA's Assessment	Estimated Completion Date
15-16	PROCUREMENT DEPARTMENT	Audit Report #15037, dated May 18, 2015, Procurement Card Program	13	<b>Impact: 6 Probability: 7</b>	To ensure that Approving Officials take ownership of their review responsibilities, the Procurement Department should revise the Manual to include the same disciplinary measures for Approving Officials who approve reconciliations with inadequate documentation, or questionable, prohibited, or restricted purchases, as those imposed on P-Cardholders.	Approving Officials (Department Directors or in some cases authorized Managers) are currently identified along with the cardholder on violation letters sent to the respective Executive. Approving Officials are also required to take remedial training specific to the violation. Procurement has revised the P-Card Manuals to reflect updates and recommendations that strengthen controls. The new manuals will be released in conjunction with the updated mandatory training being coordinated through Talent, Culture, & Capability (TCC).	In Progress	January 2016
15-30	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report 16030, dated December 8, 2015, NewZoom, Inc. dba ZoomSystems	13	<b>Impact: 7 Probability: 6</b>	More in-depth monitoring of sales and payments of concessionaires should be performed on a monthly/on-going basis. Changes in sales and late payments should be analyzed more thoroughly and any alarming trends should be reported to senior management. Each monthly statement sent to concessionaires should include a delinquency report with the associated assessed late fees with a request for payment.	This recommendation was issued during the month of December so no follow-up was performed.	Open	Unknown

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, 2015	OCA's Assessment	Estimated Completion Date
15-26	AIRPORT NOISE MITIGATION/ QUIETER HOME PROGRAM	Audit Report 16011, dated October 19, 2015, Nuera Contracting and Consulting LP	12	<b>Impact: 6 Probability: 6</b>	We recommend that the Quieter Home Program develop a mechanism to bill contractor's liquidated damages as they are incurred. The mechanism should track and aggregate the amounts owed, thus ensuring compliance with Authority Policy. Additionally, all liquidated damages should be collected prior to final payments to contractors.	QHP routinely tracks unauthorized days and potential liquidated damages on a weekly basis as part of the weekly construction progress meeting. Liquidated damages are typically assessed on a monthly basis as part of the progress payment application process. Final payment, to include the release of retainage, is not made before liquidated damages are addressed.	Completed	N/A
15-17	ACCOUNTING DEPARTMENT	Audit Report #15037, dated May 18, 2015, Procurement Card Program	11	<b>Impact: 6 Probability: 5</b>	To ensure that personnel changes do not diminish reviews of P-Card purchases, Accounting should ensure that personnel assigned to this function are properly trained.	P-card review, reconciliation, and posting process documentation has been completed and is available for review. Primary and backup personnel are fully trained. In addition, management now provides additional oversight, especially during personnel transitions.	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, 2015	OCA's Assessment	Estimated Completion Date
15-27	AIRPORT NOISE MITIGATION/ QUIETER HOME PROGRAM	Audit Report 16011, dated October 19, 2015, Nuera Contracting and Consulting LP	11	Impact: 6 Probability: 5	We recommend that the Quieter Home Program (QHP) evaluate whether it can and should bill Nuera for the past liquidated damages. If it is determined that the damages will be collected, QHP should work in conjunction with the Accounting Department and Nuera to determine the best method of payment.	Nuera was a local small business intent on achieving long-term participation with QHP. Overall, Nuera was not equipped or experienced enough to realize immediate success and struggled to meet the most basic expectations. Despite the many challenges, Nuera remained professional and determined to complete each project. It is not in anyone's best interest to collect past liquidated damages incurred.	Completed	N/A
15-29	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report 16030, dated December 8, 2015, NewZoom, Inc. dba ZoomSystems	11	Impact: 5 Probability: 6	Monitoring of requirements of each concessionaire lease agreement needs to be strengthened and well documented. Differences in processes used by concessionaires should be analyzed for adequacy to determine if they provide the outcome that the Authority is actually seeking. The pricing and product processes used by ZoomSystems appear to be reasonable and ones that can be easily monitored by the Authority, but the lease should be changed to reflect the processes used.	This recommendation was issued during the month of December so no follow-up was performed.	Open	Unknown
15-20	PROCUREMENT DEPARTMENT	Audit Report #15037, dated May 18, 2015, Procurement Card Program	10	Impact: 5 Probability: 5	Procurement should ensure that the Manual and the User Guide are reviewed and updated annually to ensure that internal controls are in place and effective surrounding all P-Card transactions.	Procurement has revised the P-Card Manuals to reflect updates and recommendations that strengthen controls. The new manuals will be released in conjunction with the updated mandatory training being coordinated through Talent, Culture, & Capability (TCC).	Complete	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, 2015	OCA's Assessment	Estimated Completion Date
15-28	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report 16016, dated November 6, 2015, BW-Budget-SDA LLC	8	Impact: 3 Probability: 5	The Business and Financial Management Department should request that the Accounting Department issue an invoice to Budget for the net amount of \$8,842.	An invoice has been issued and the Authority is awaiting payment.	In Progress	February-16

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.



## Board Communication

Date: February 18, 2016  
To: Board Members  
Via: Thella F. Bowens, President/CEO  
From: Scott M. Brickner, Vice President, Finance & Asset  
Management/Treasurer  
Subject: Accept the Unaudited Financial Statements for the Six Months  
Ended December 31, 2015 and 2014:

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

Item 9



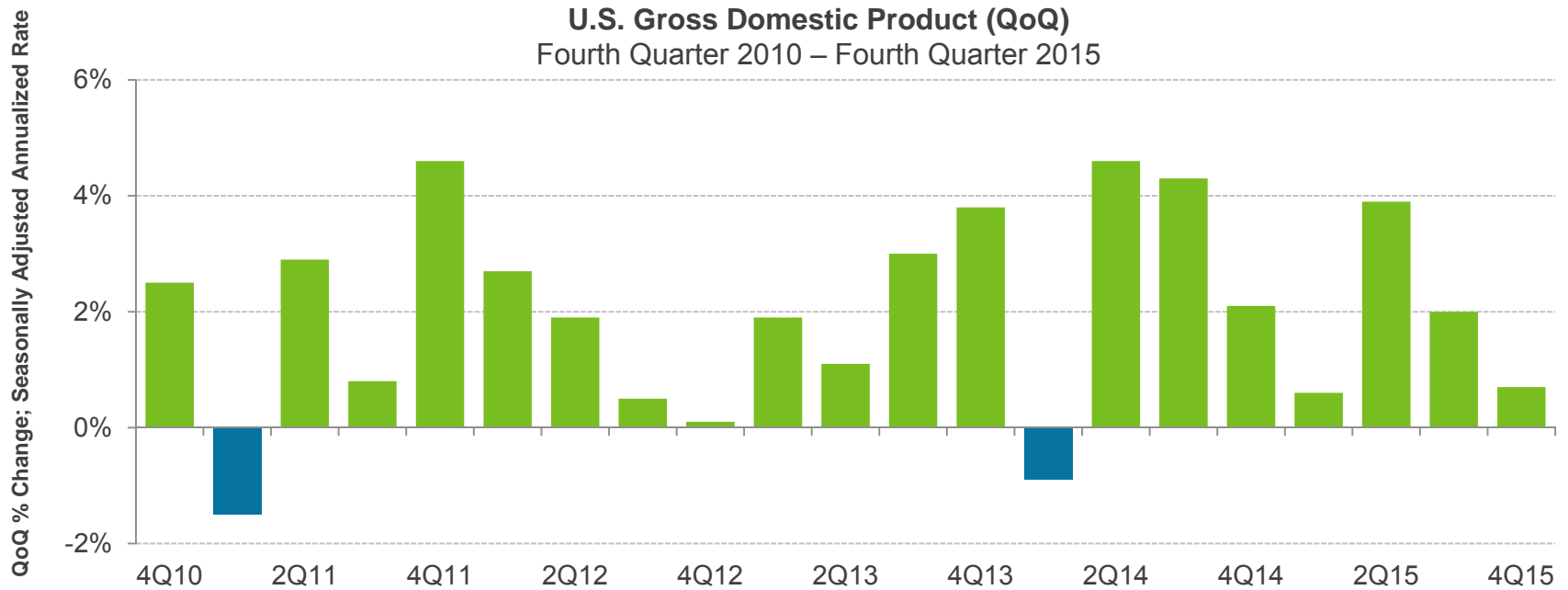
## Review of the Unaudited Financial Statements for the Six Months Ended December 31, 2015 and 2014

Presented by:  
Scott Brickner, CPA  
Vice President, Finance and Asset Management/Treasurer  
Kathy Kiefer  
Senior Director, Finance & Asset Management

February 18, 2016

# Fourth Quarter GDP

U.S. GDP slowed in the fourth quarter, growing at 0.70% (advance release), which was down from 2.0% in the third quarter and 3.9% in the second quarter. GDP was down for the quarter, as consumers cut back on spending, businesses cut back on investment, and inventories continued to be drawn down upon. For the entire year, 2015 GDP expanded 2.4% for a second year in a row, led by the biggest gain in consumer spending in a decade.



Source: Bureau Of Economic Analysis

# Initial Claims For Unemployment

For the week ending January 9, 2016, initial claims for unemployment (seasonally adjusted) rose by 7,000 to 284,000. The 4-week moving average, which helps smooth out some of the weekly volatility, rose by 3,000 to 278,270. The recent trend suggests that the January employment situation report might be weaker than the very strong December jobs report.

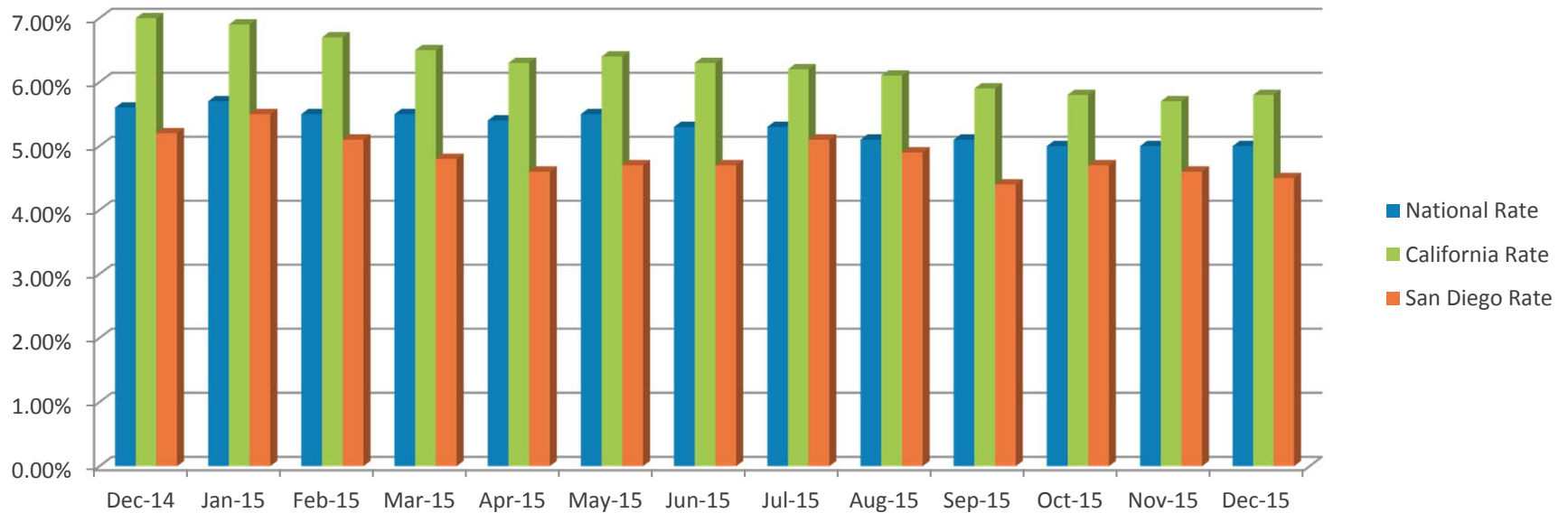
**Initial Jobless Claims and 4-Week Moving Average**  
January 2011 – January 2016



# December Unemployment Rates Hold Steady

The National unemployment rate has remained unchanged since October, holding steady at 5.0 percent for December. The National U-6 rate also remained unchanged for December remaining at 9.9 percent, which was the same rate for November. In California the unemployment rate went up 0.1 percentage point from the November rate of 5.7 percent to 5.8 percent for December, and down 1.2 percentage points from one year ago. Locally, San Diego's unemployment rate dropped 0.1 point to 4.5 percent for December from 4.6 percent in November.

### Unemployment Rates



Source: US Dept of Labor, CA EDD

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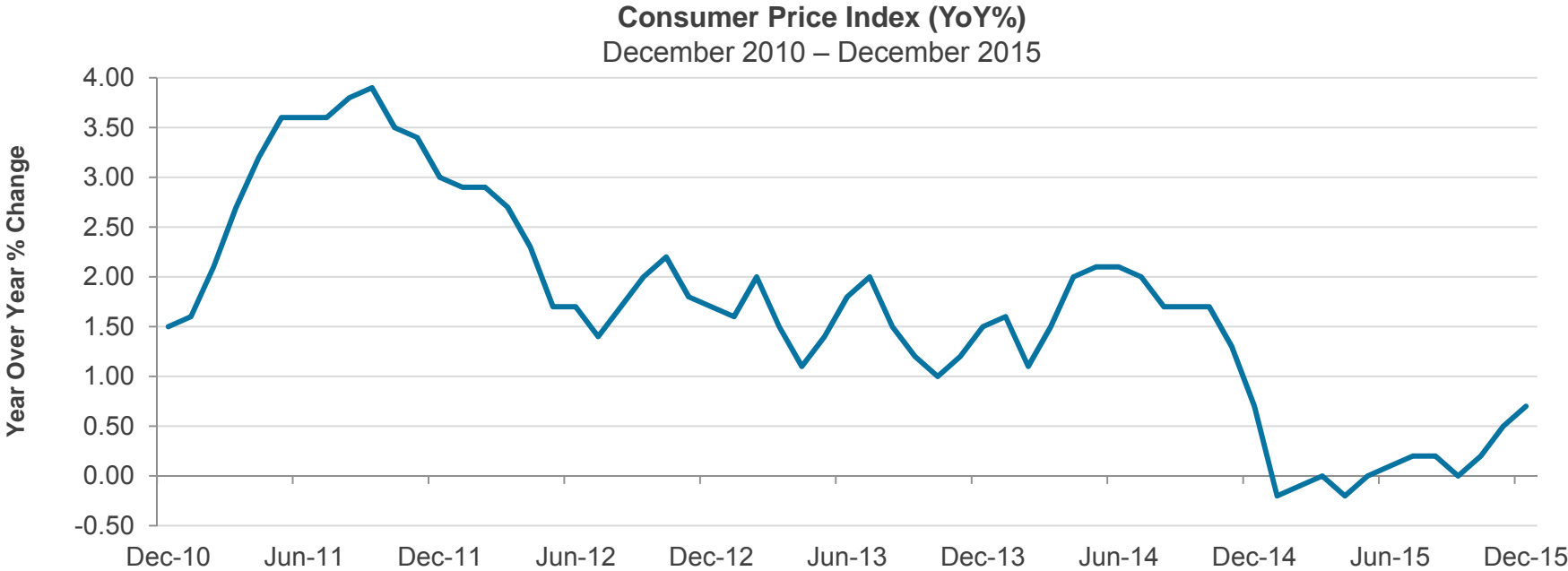


GLASBERGEN

**“You need to apply for student loans so you  
can go to college and get a good job  
to pay off your student loans.”**

# Consumer Price Index

The Consumer Price Index (CPI) for the twelve months ending December was up 0.70% compared to a 0.50% increase in November. For the month, CPI was down -0.10%. Core CPI, excluding food and energy, was up 2.1% for the twelve months ending December, which was up from the 2.0% increase in November.



# Personal Income and Spending

Personal income rose by 0.30% in December unchanged from a 0.30% increase in November, which was in line with expectations. Spending did not increase in December (0.00%) compared to a 0.50% increase in November, as consumers largely kept the increase in income to themselves (saving rate ticked up).

**Personal Income and Spending (MoM%)**  
December 2010 – December 2015







# Existing Home Rebound

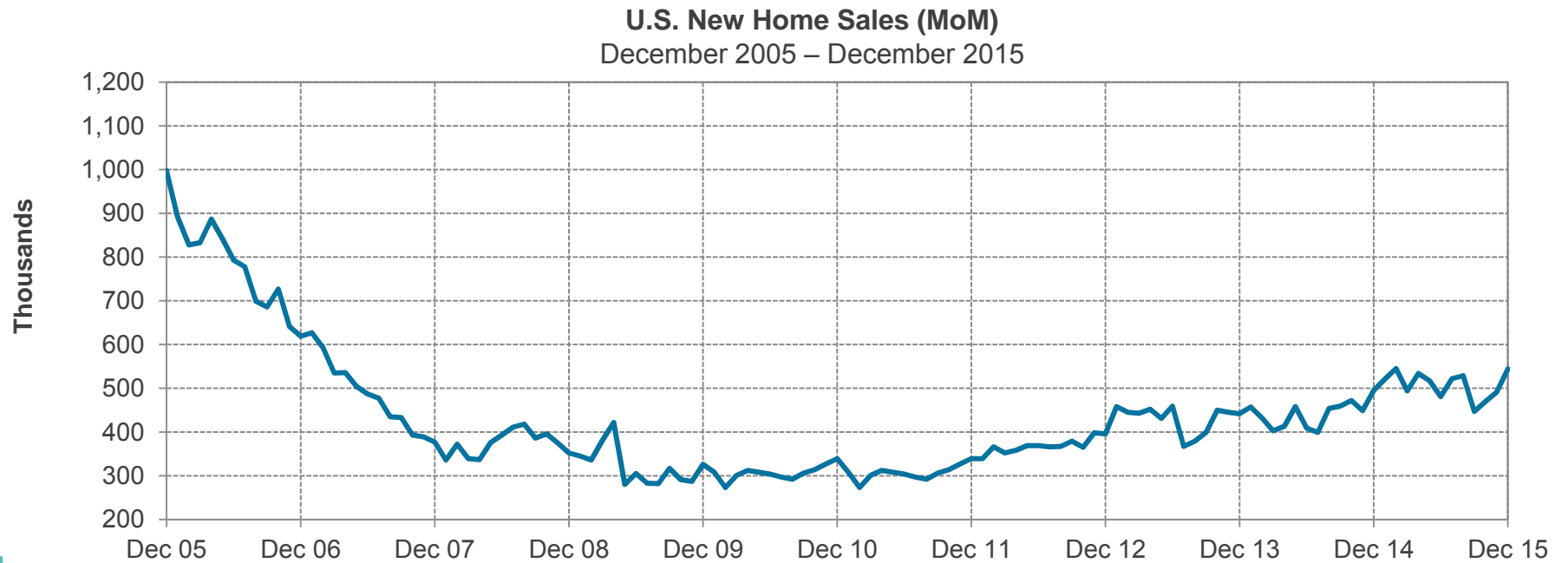
Existing home sales rebounded in December to a seasonally adjusted annualized rate of 5.46 million units, which was a 14.7% increase from the prior month and a 7.7% increase from the prior year. The increase was due in large part to a change in closing rules, which pushed sales from November into December. The average for the two months was 5.11 million units, which is below the level for the past six months. For the year, existing home sales totaled 5.26 million units, which was the best year since 2006 (6.48 million units).

**U.S. Existing Home Sales (MoM)**  
December 2005 – December 2015



# New Home Sales Up

New homes sales rose by 10.8% in December to a seasonally adjusted annualized rate of 544,000 units, which is the highest level since February 2015. New home sales were up 9.9% compared to December 2014.



# Oil Rout Continues

Oil (WTI spot) closed at \$31.42 on January 11<sup>th</sup>, which is a low for the past twelve months and is down 49% from its high for the past twelve months of \$61.36 reached on June 10, 2015. Oil prices have fallen on continued strong oil supplies, a stronger dollar, and weakness in the global economy.

**West Texas Intermediate Oil Price Per Barrel (WTI Spot)**  
January 1, 2011 – January 11, 2016



# Jet Fuel Prices Down

Jet fuel (U.S. Gulf Coast Spot) closed at \$0.925 on January 11<sup>th</sup>, which is a low for the past twelve months and down 51% from its high for the past twelve months of \$1.907 reached on May 5, 2015. Falling crude prices have helped drive down jet fuel prices.

**U.S. Gulf Coast Kerosene-Type Jet Fuel Spot Price FOB**  
January 1, 2011 – January 11, 2016



# U.S. Equity Markets Down Sharply to Begin 2016

The equity markets have fallen sharply to begin 2016, driven by the rout in oil prices and the prospects for a slowdown in global growth. The equity markets had their worst first two weeks ever. Year-to-date, the DJIA is down -8.09% and the S&P 500 is down -7.96%.

### Dow Jones Industrial Average and S&P 500 Indices

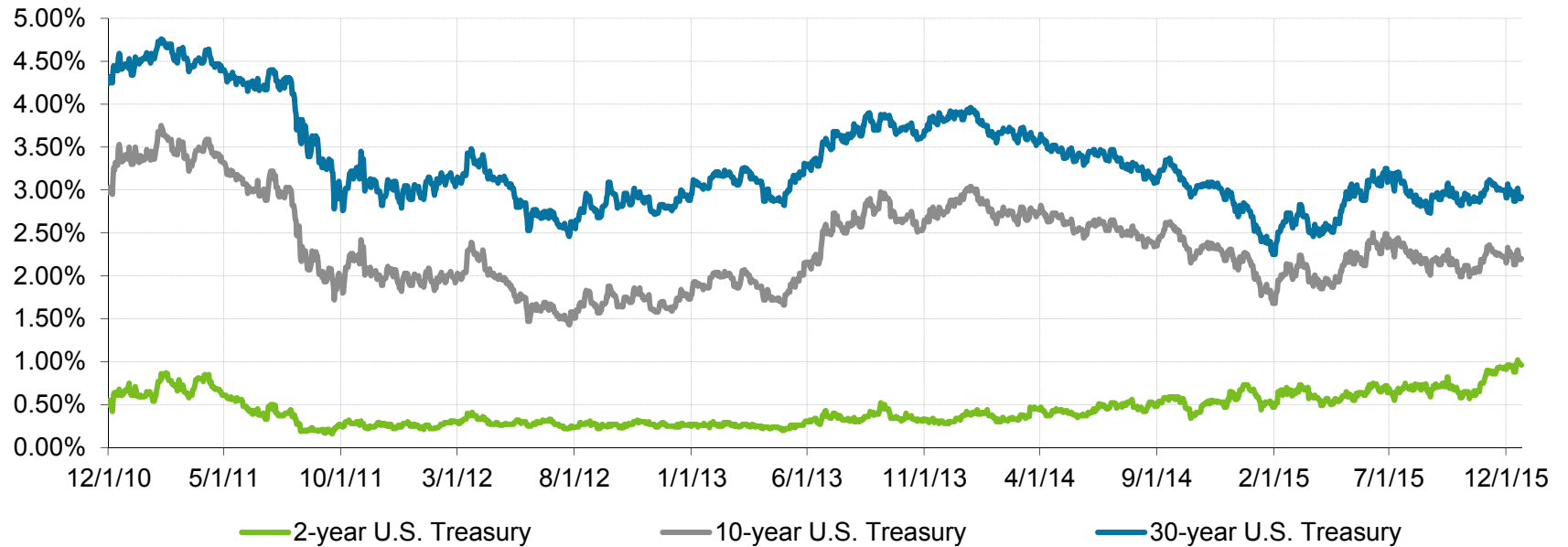
January 1, 2010 – January 19, 2015



# Treasury Yields

After the FOMC raised interest rates at its December meeting, the 2-year U.S. Treasury yield went over 1.0% for the first time since April 2010. Although longer-term Treasury yields had moved higher, they have fallen recently on subdued inflation expectations and weakness in the global economy.

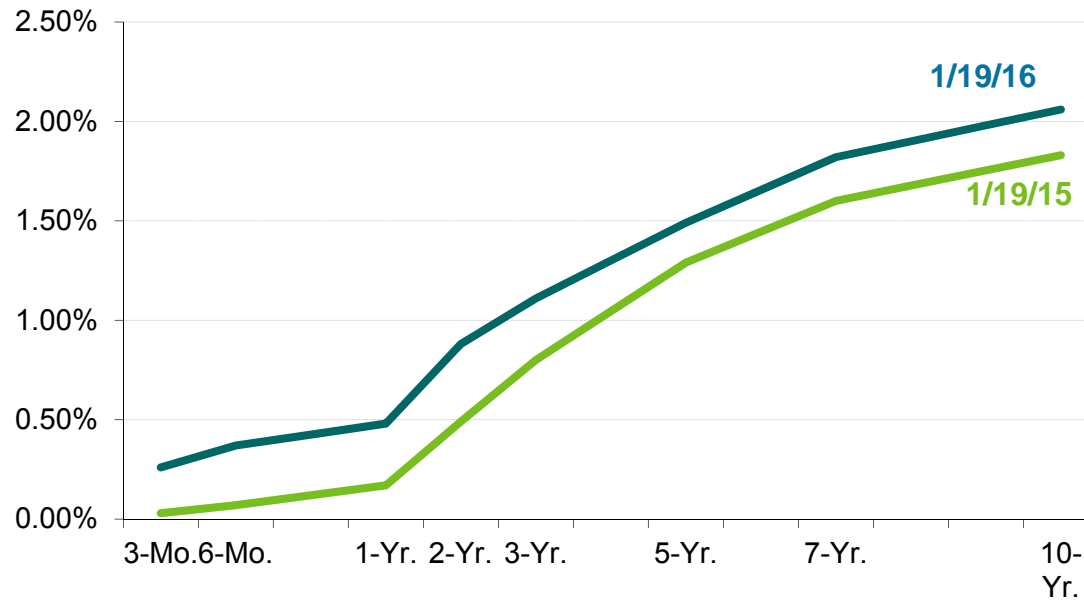
**2-, 10- and 30-year U.S. Treasury Yields**  
December 1, 2010 – December 21, 2015



# U.S. Treasury Yield Curve

Although down from their recent highs, Treasury yields remain above their prior year levels. The potential for addition of federal funds target rate could put additional upward pressure on rates. However global economic concerns have been dominating recently putting downward pressure on yields.

**U.S. Treasury Yield Curve**  
January 19, 2015 versus January 19, 2016



	1/19/15	1/19/16	Change
<b>3-Mo.</b>	0.03%	<b>0.26%</b>	0.23%
<b>6-Mo.</b>	0.07%	<b>0.37%</b>	0.30%
<b>1-Yr.</b>	0.17%	<b>0.48%</b>	0.31%
<b>2-Yr.</b>	0.49%	<b>0.88%</b>	0.39%
<b>3-Yr.</b>	0.80%	<b>1.11%</b>	0.31%
<b>5-Yr.</b>	1.29%	<b>1.49%</b>	0.20%
<b>10-Yr.</b>	1.83%	<b>2.06%</b>	0.23%
<b>20-Yr.</b>	2.17%	<b>2.45%</b>	0.28%
<b>30-Yr.</b>	2.44%	<b>2.82%</b>	0.38%

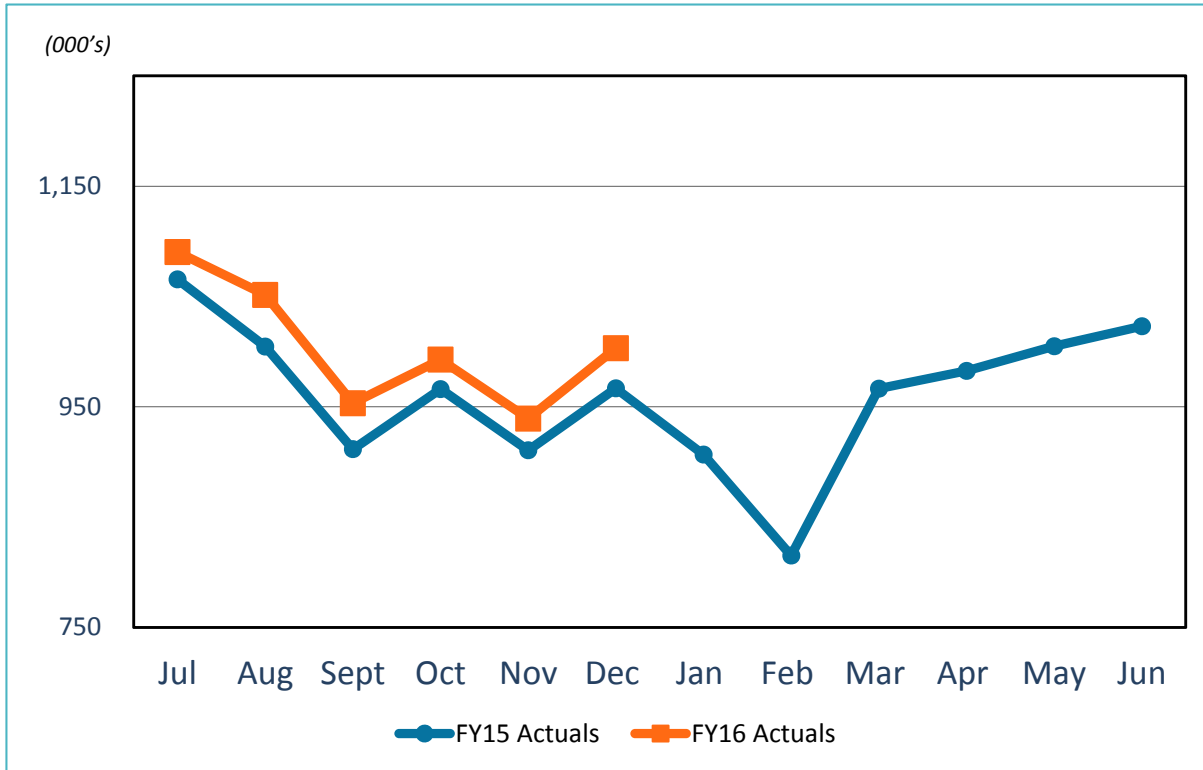




# Revenue & Expenses (Unaudited) For the Month Ended December 2015 and 2014

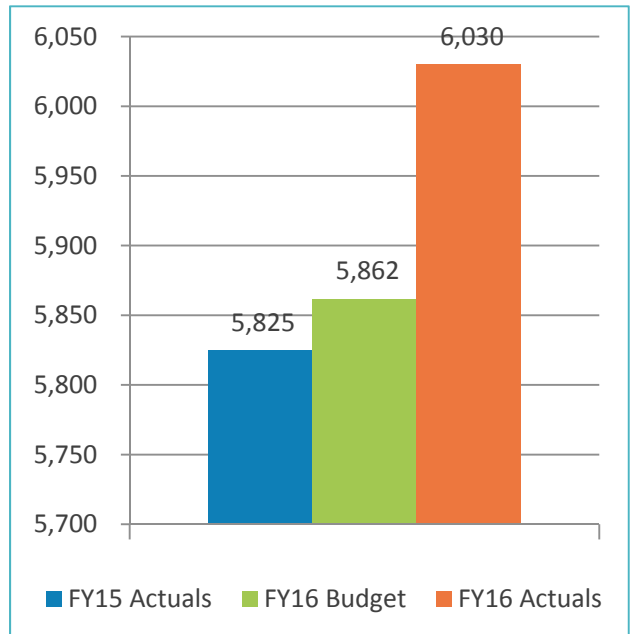


# Gross Landing Weight Units (000 lbs)

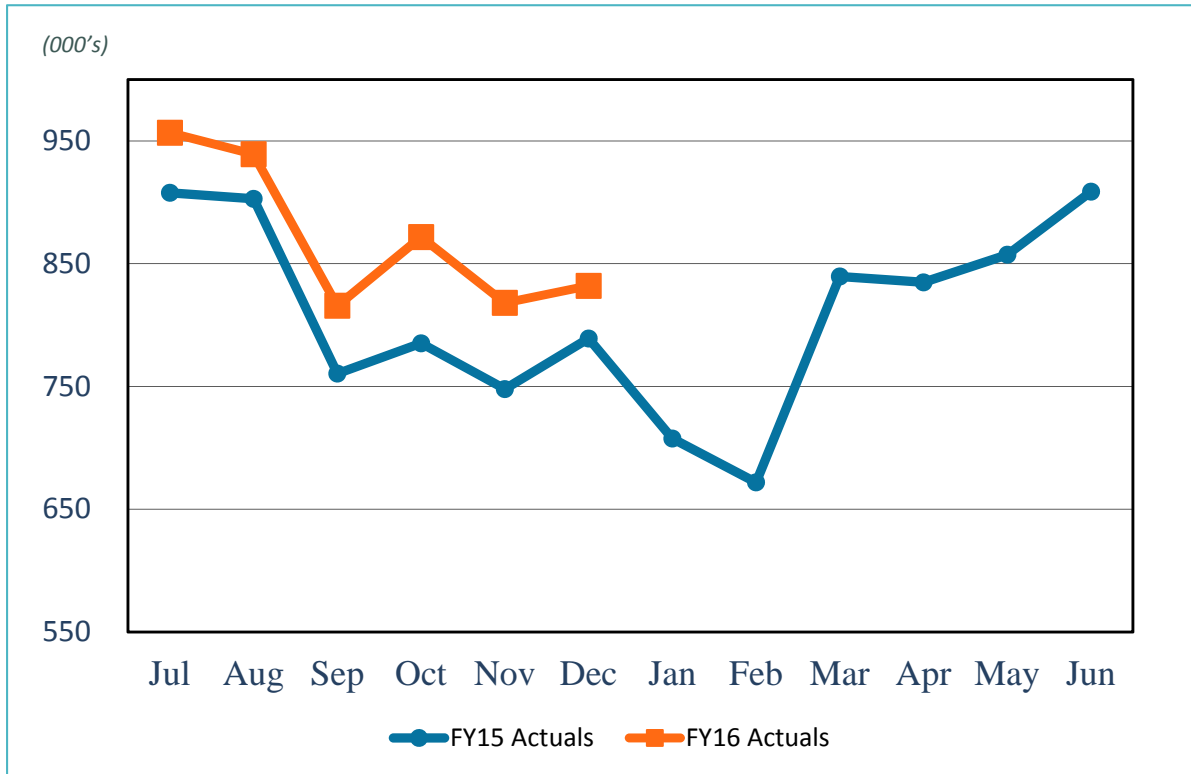


FY16 YTD Act Vs.  
FY15 YTD Act  
3.5%

FY16 YTD Act Vs.  
FY16 YTD Budget  
2.9%

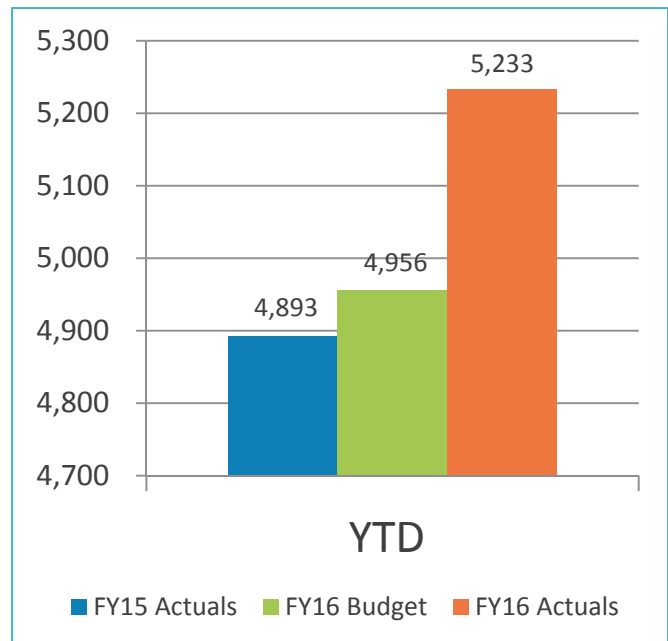


# Enplanements

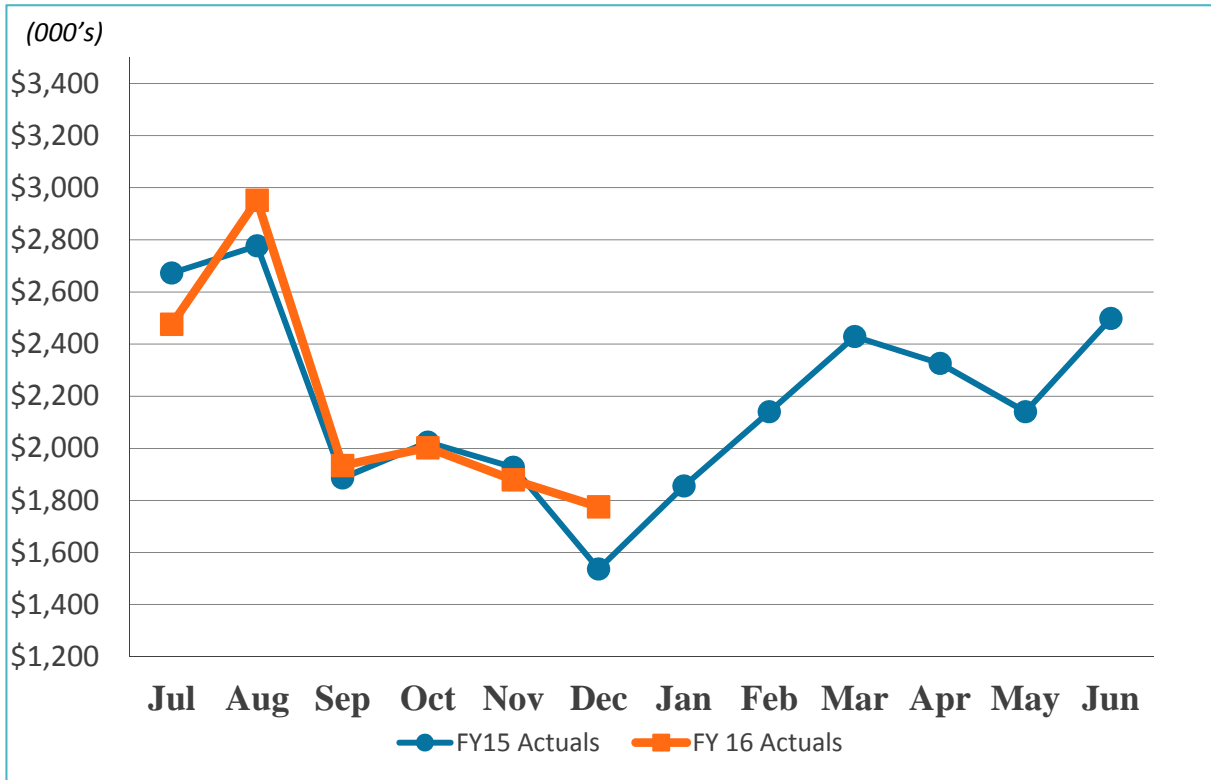


FY16 YTD Act Vs.  
FY15 YTD Act  
7.0%

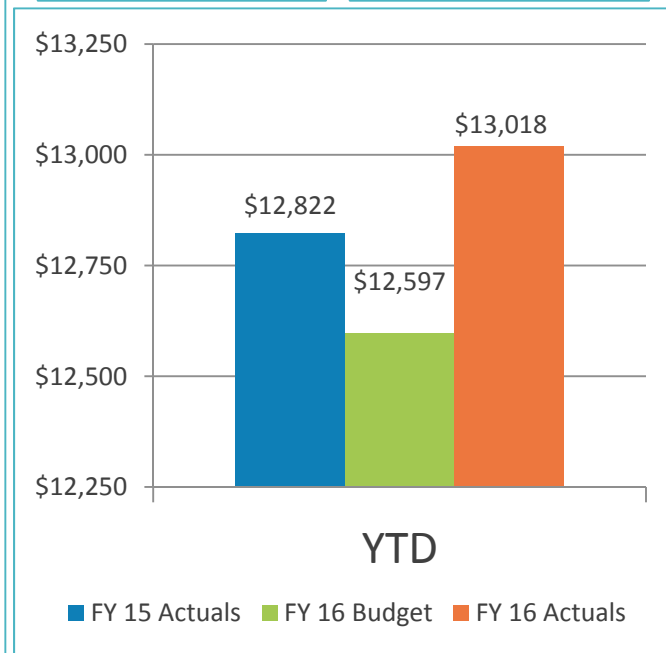
FY16 YTD Act Vs.  
FY16 YTD Budget  
5.6%



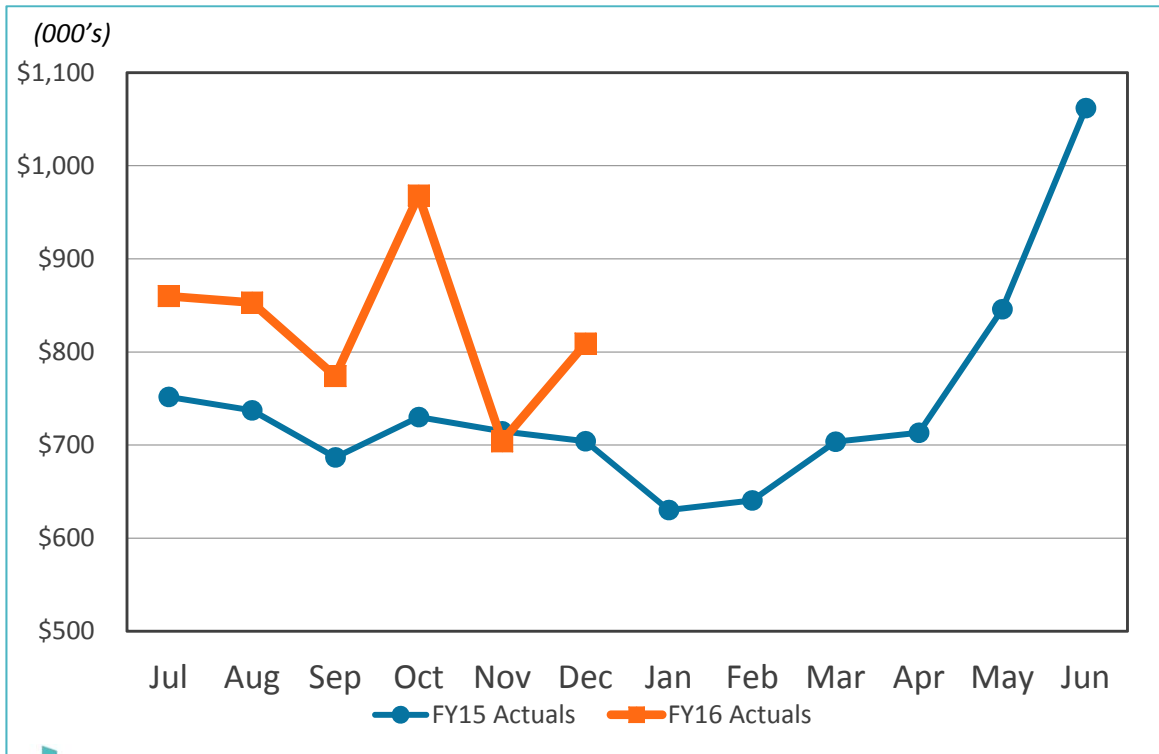
# Car Rental License Fees



FY16 YTD Act Vs. FY15 YTD Act 1.5%	FY16 YTD Act Vs. FY16 YTD Budget 3.3%
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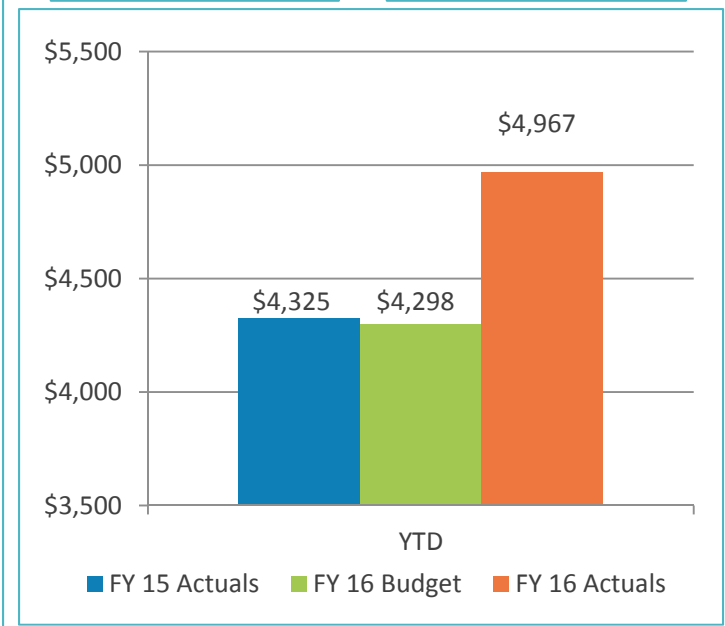


# Food and Beverage Concessions Revenue

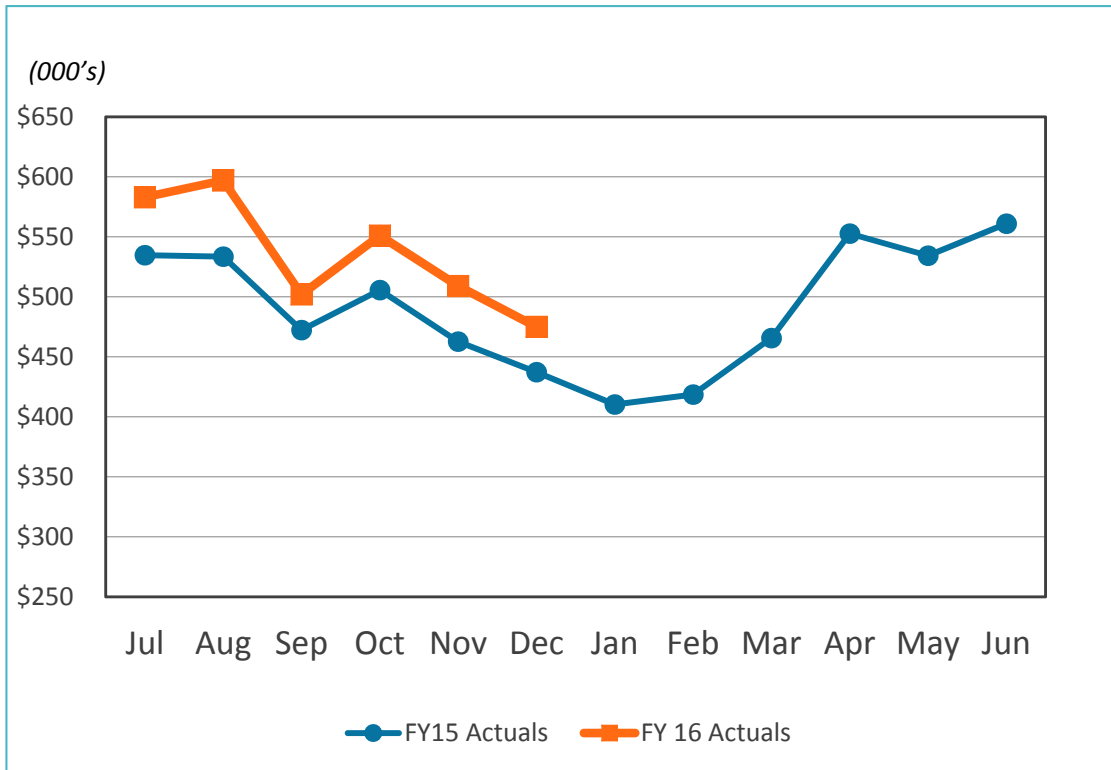


FY16 YTD Act Vs.  
FY15 YTD Act  
14.9%

FY16 YTD Act Vs.  
FY16 YTD Budget  
15.6%

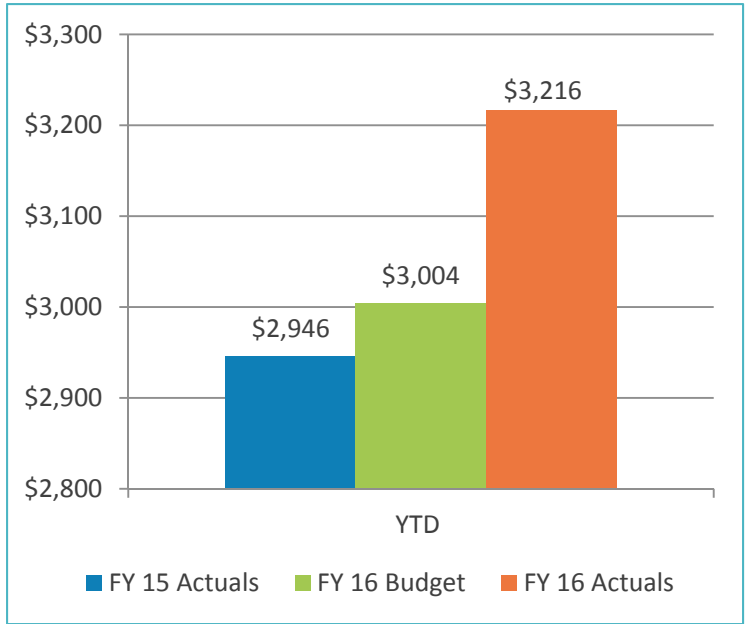


# Retail Concessions Revenue

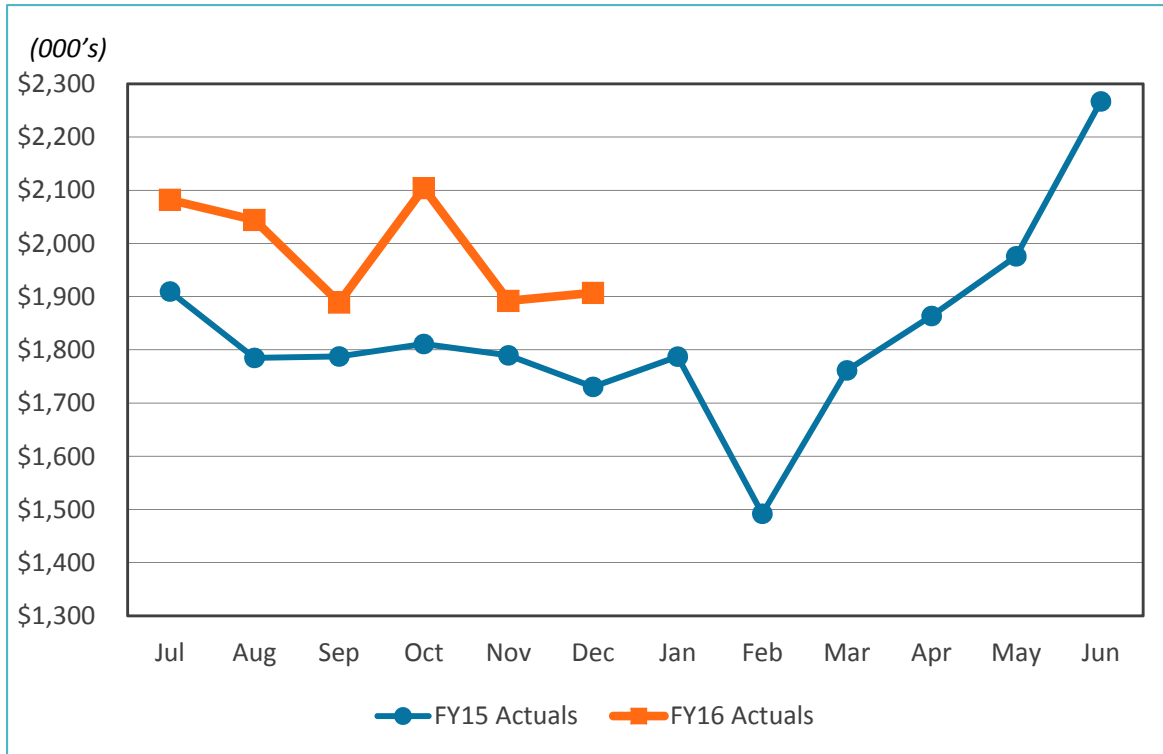


FY16 YTD Act Vs.  
FY15 YTD Act  
9.2%

FY16 YTD Act Vs.  
FY16 YTD Budget  
7.1%

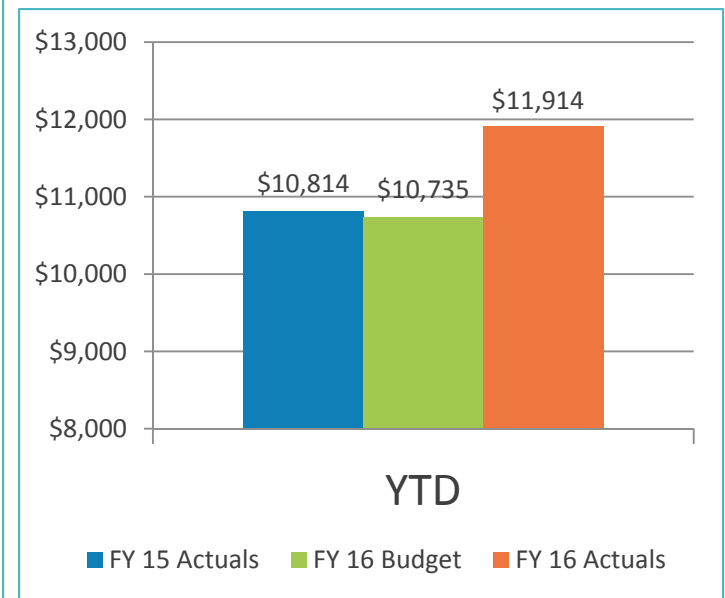


# Total Terminal Concessions (Includes Cost Recovery)

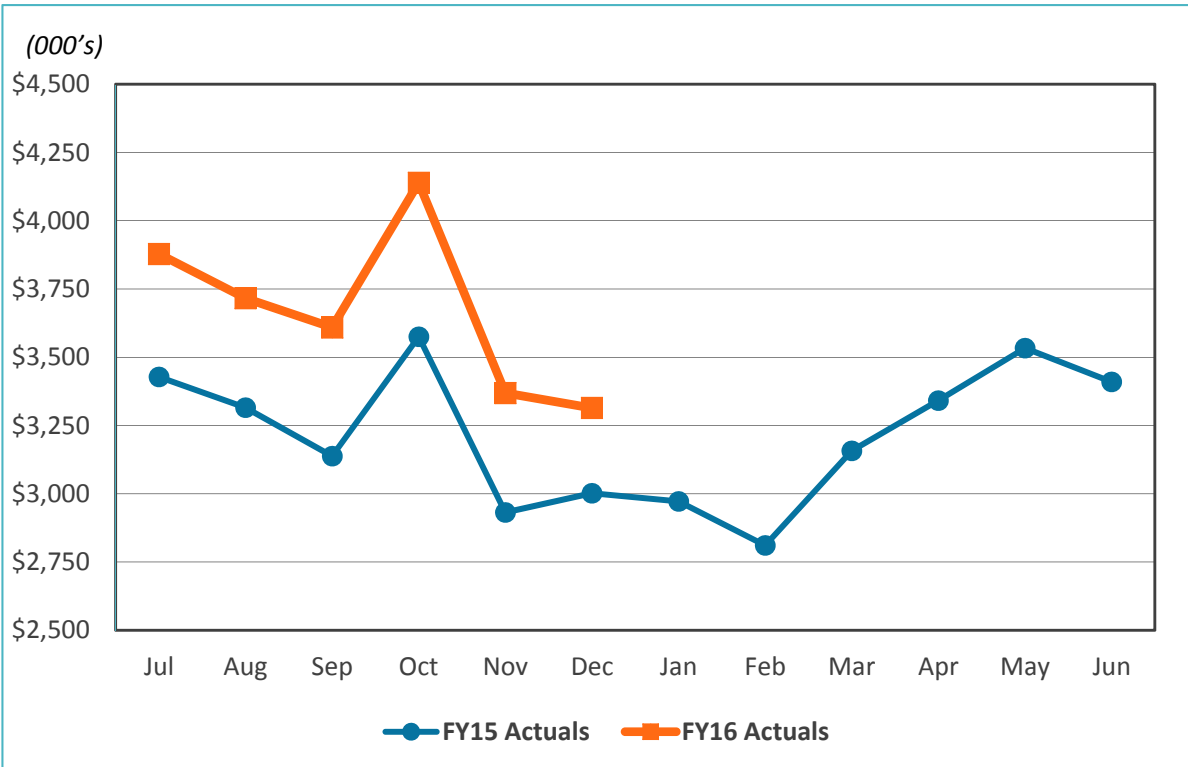


FY16 YTD Act Vs.  
FY15 YTD Act  
10.2%

FY16 YTD Act Vs.  
FY16 YTD Budget  
11.0%

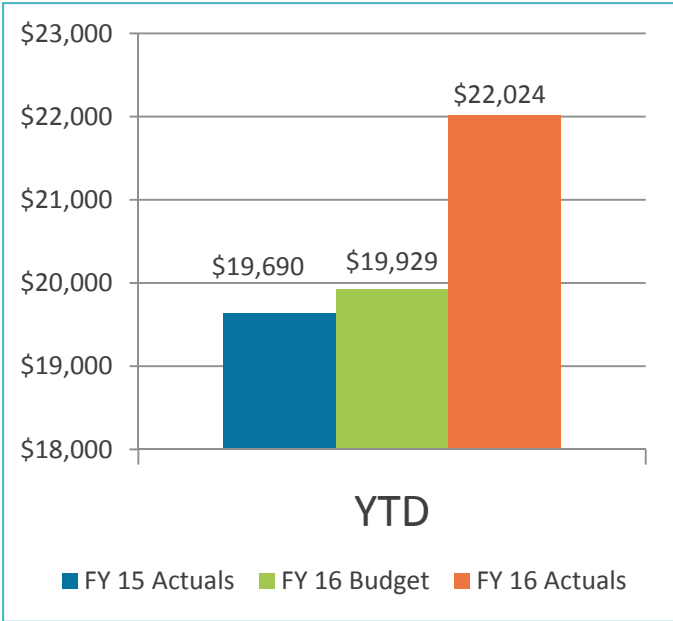


# Parking Revenue



FY16 YTD Act Vs.  
FY15 YTD Act  
11.9%

FY16 YTD Act Vs.  
FY16 YTD Budget  
10.5%





## Operating Revenues for the Month Ended December 31, 2015

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Aviation revenue:</b>					
Landing fees	\$ 2,077	\$ 1,729	\$ (348)	(17)%	\$ 1,946
Aircraft parking fees	240	226	(14)	(6)%	209
Building rentals	4,435	3,934	(501)	(11)%	4,194
Security surcharge	2,307	1,513	(794)	(34)%	2,211
CUPPS Support Charges	101	101	-	-	94
Other aviation revenue	131	133	2	2%	133
<b>Total aviation revenue</b>	<b>\$ 9,291</b>	<b>\$ 7,636</b>	<b>\$ (1,655)</b>	<b>(18)%</b>	<b>\$ 8,787</b>

# Operating Revenues for the Month Ended December 31, 2015

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
Terminal rent non-airline	\$ 119	\$ 106	\$ (13)	(11)%	\$ 103
<b>Concession revenue:</b>					
<b>Terminal concession revenue:</b>					
Food and beverage	718	809	91	13%	704
Gifts and news	446	475	29	7%	437
Space storage	78	71	(7)	(8)%	79
Cost recovery	218	207	(11)	(5)%	205
Other (Primarily advertising)	322	345	23	7%	305
<b>Total terminal concession revenue</b>	<b>1,782</b>	<b>1,907</b>	<b>125</b>	<b>7%</b>	<b>1,730</b>
<b>Car rental and license fee revenue:</b>					
Rental car and license fees	1,656	1,775	119	7%	1,536
License fees-other	393	336	(57)	(15)%	411
<b>Total rental car and license fees</b>	<b>2,049</b>	<b>2,111</b>	<b>62</b>	<b>3%</b>	<b>1,947</b>
<b>Total concession revenue</b>	<b>\$ 3,831</b>	<b>\$ 4,018</b>	<b>\$ 187</b>	<b>5%</b>	<b>\$ 3,677</b>

# Operating Revenues for the Month Ended December 31, 2015

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Parking revenue:</b>					
Short-term parking revenue	\$ 1,984	\$ 2,043	\$ 59	3%	\$ 1,993
Long-term parking revenue	1,065	1,271	206	19%	1,059
<b>Total parking revenue</b>	<b>3,049</b>	<b>3,314</b>	<b>265</b>	<b>9%</b>	<b>3,052</b>
Ground transportation permits and citations	356	427	71	20%	234
Ground rentals	1,000	1,014	14	1%	969
Grant reimbursements	25	25	(0)	-	25
Other operating revenue	39	60	21	53%	94
<b>Subtotal</b>	<b>4,469</b>	<b>4,840</b>	<b>371</b>	<b>8%</b>	<b>4,374</b>
<b>Total operating revenues</b>	<b>\$ 17,710</b>	<b>\$ 16,600</b>	<b>\$ (1,110)</b>	<b>(6)%</b>	<b>\$ 16,941</b>

# Operating Expenses for the Month Ended December 31, 2015

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Operating expenses:</b>					
Salaries and benefits	\$ 3,547	\$ 3,309	\$ 238	7%	\$ 3,399
Contractual services	3,023	2,772	251	8%	2,565
Safety and security	2,041	1,912	129	6%	1,933
Space rental	869	868	1	-	869
Utilities	893	608	285	32%	675
Maintenance	1,154	1,666	(512)	(44)%	1,280
Equipment and systems	47	59	(12)	(25)%	25
Materials and supplies	34	76	(42)	(122)%	35
Insurance	110	79	31	29%	89
Employee development and support	111	70	41	37%	52
Business development	256	358	(102)	(40)%	341
Equipment rental and repairs	314	209	105	33%	128
<b>Total operating expenses</b>	<b>\$ 12,399</b>	<b>\$ 11,986</b>	<b>\$ 413</b>	<b>3%</b>	<b>\$ 11,391</b>

# Financial Summary

## for the Month Ended December 31, 2015

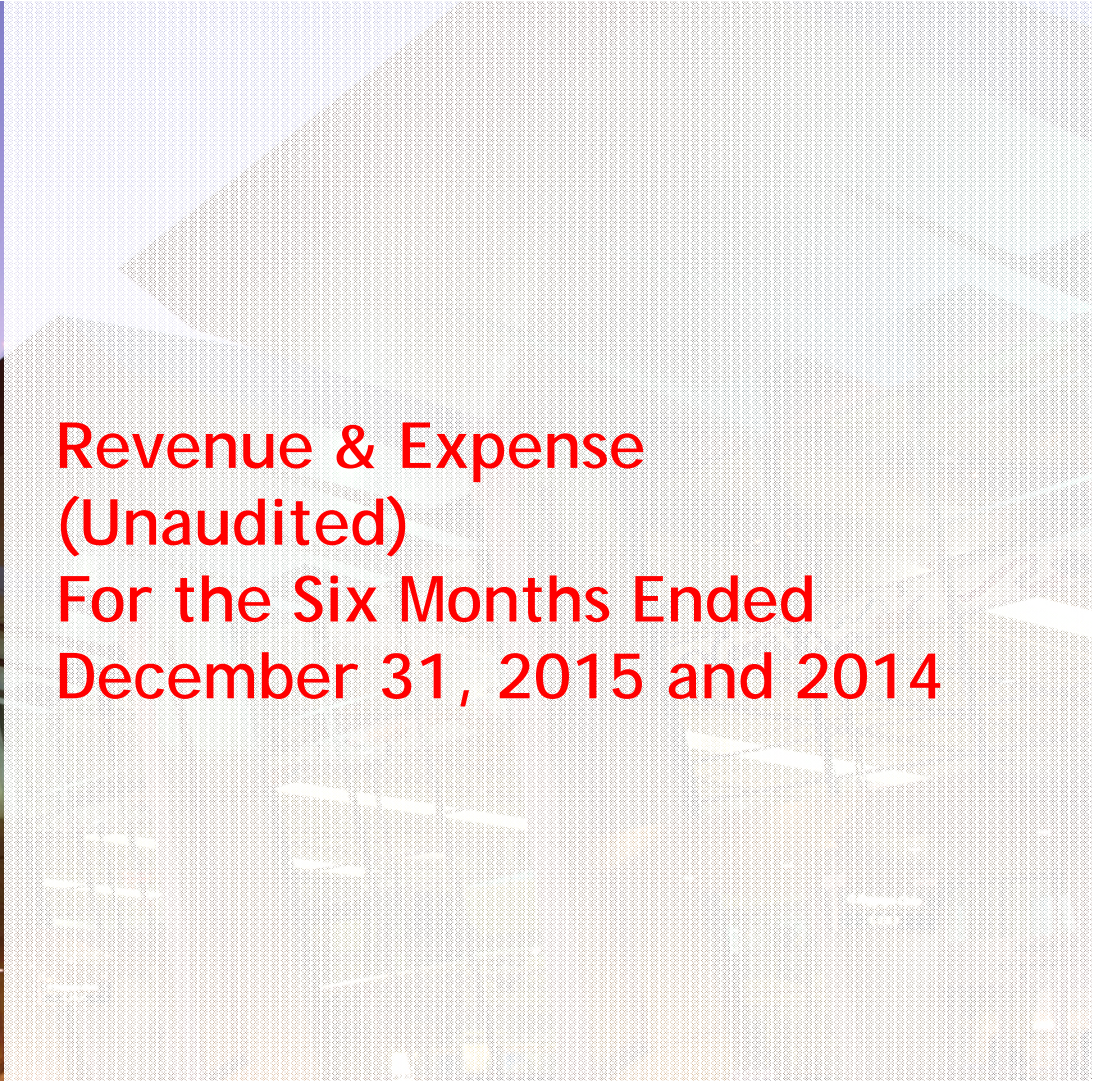
(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
Total operating revenues	\$ 17,710	\$ 16,600	\$ (1,110)	(6)%	\$ 16,941
Total operating expenses	12,399	11,986	413	3%	11,391
<b>Income from operations</b>	<b>5,311</b>	<b>4,614</b>	<b>(697)</b>	<b>(13)%</b>	<b>5,550</b>
Depreciation	6,811	6,811	-	-	6,685
<b>Operating income (loss)</b>	<b>\$ (1,500)</b>	<b>\$ (2,197)</b>	<b>\$ (697)</b>	<b>(46)%</b>	<b>\$ (1,135)</b>

## Non-operating Revenues & Expenses for the Month Ended December 31, 2015

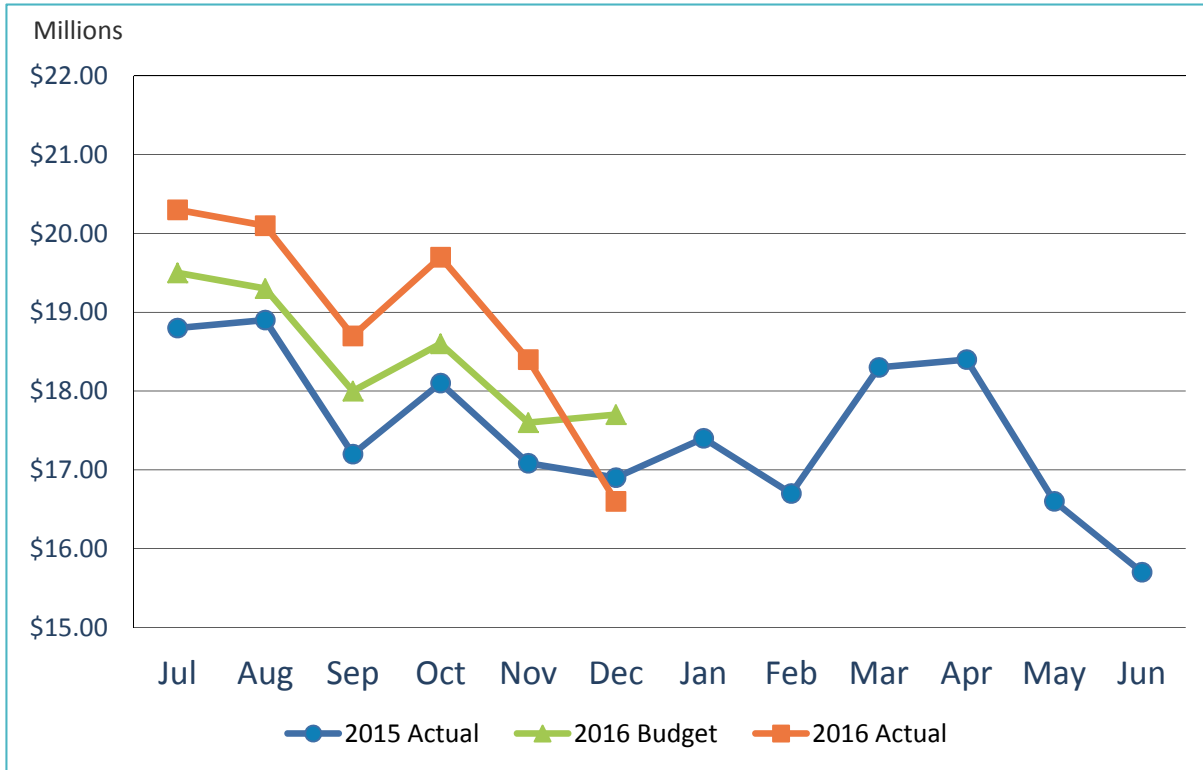
(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Nonoperating revenues (expenses):</b>					
Passenger facility charges	\$ 2,719	\$ 2,580	\$ (139)	(5)%	\$ 2,431
Customer facility charges (Rental Car Center)	2,363	2,434	71	3%	2,274
Quieter Home Program, net	(277)	(356)	(79)	(28)%	(123)
Interest income	400	632	232	58%	533
BAB interest rebate	386	399	13	3%	386
Interest expense & debt issuance costs	(4,267)	(5,106)	(839)	(20)%	(5,077)
Bond amortization	354	354	-	-	361
Other nonoperating revenue (expenses)	(1)	(4)	(3)	-	440
<b>Nonoperating revenue, net</b>	<b>1,677</b>	<b>933</b>	<b>(744)</b>	<b>(44)%</b>	<b>1,225</b>
<b>Change in net position before grant contributions</b>	<b>177</b>	<b>(1,264)</b>	<b>(1,441)</b>		<b>90</b>
Capital grant contributions	15	225	210	1402%	156
<b>Change in net position</b>	<b>\$ 192</b>	<b>\$ (1,039)</b>	<b>\$ (1,231)</b>	<b>(642)%</b>	<b>\$ 246</b>



**Revenue & Expense  
(Unaudited)  
For the Six Months Ended  
December 31, 2015 and 2014**

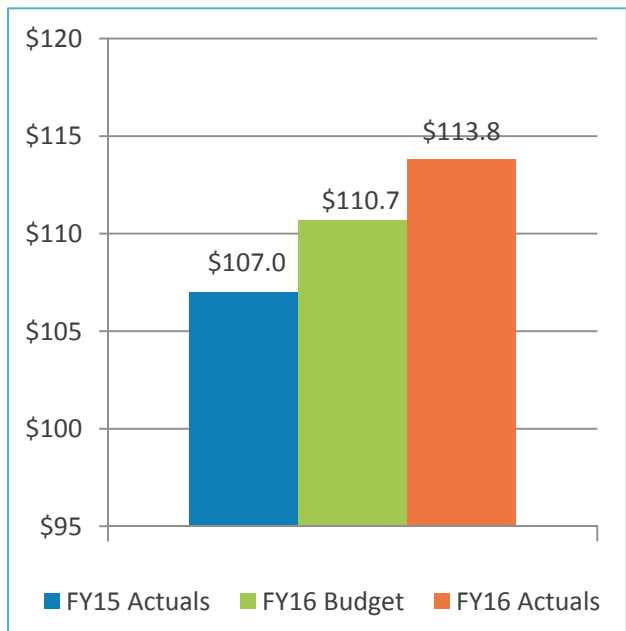


# Monthly Operating Revenue (Unaudited)



FY16 YTD Act Vs.  
FY15 YTD Act  
6.4%

FY16 YTD Act Vs.  
FY16 YTD Budget  
2.8%





# Operating Revenues

## for the Six Months Ended December 31, 2015 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Aviation revenue:</b>					
Landing fees	\$ 12,421	\$ 12,447	\$ 26	-	\$ 11,948
Aircraft parking fees	1,438	1,361	(77)	(5)%	1,371
Building rentals	26,611	26,399	(212)	(1)%	25,184
Security surcharge	13,842	13,043	(799)	(6)%	13,265
CUPPS Support Charges	603	603	-	-	564
Other aviation revenue	793	804	11	1%	800
<b>Total aviation revenue</b>	<b>\$ 55,708</b>	<b>\$ 54,657</b>	<b>\$ (1,051)</b>	<b>(2)%</b>	<b>\$ 53,132</b>

# Operating Revenues

## for the Six Months Ended December 31, 2015 (Unaudited)

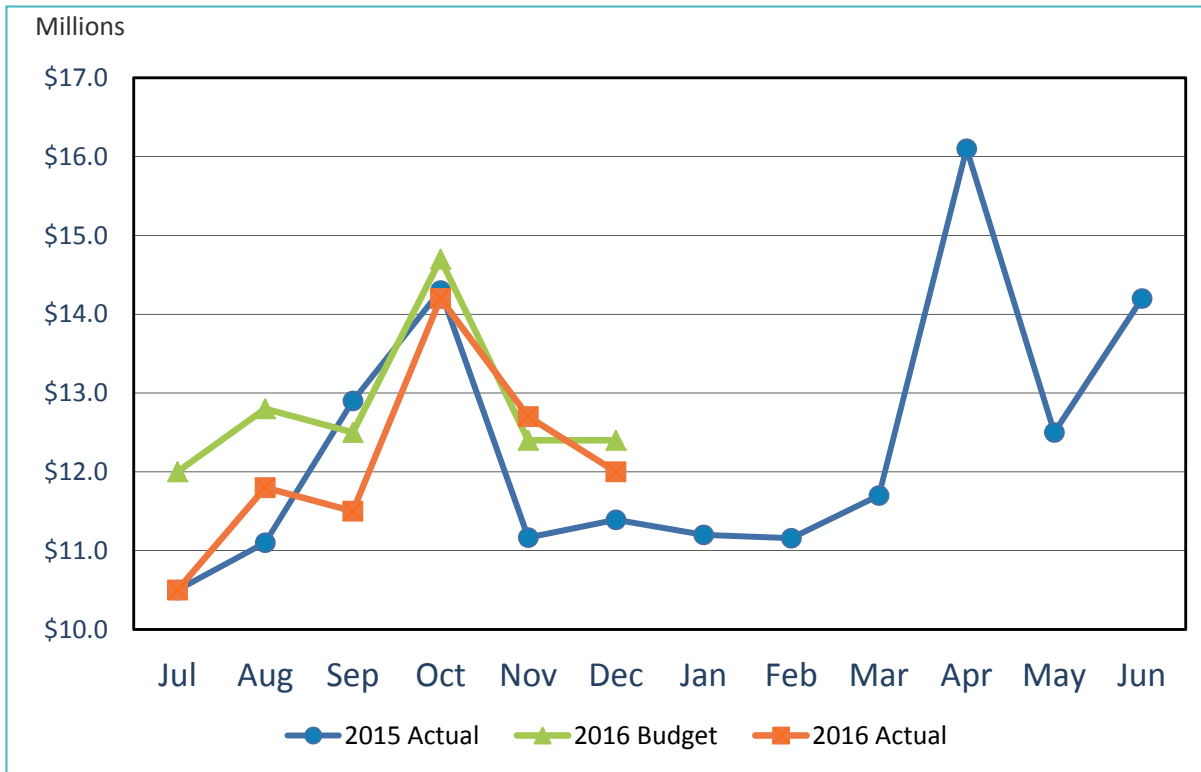
(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Terminal rent non-airline</b>	\$ 713	\$ 367	\$ (346)	(49)%	\$ 611
<b>Concession revenue:</b>					
<b>Terminal concession revenue:</b>					
Food and beverage	4,298	4,967	669	16%	4,325
Retail	3,004	3,216	212	7%	2,946
Space storage	466	428	(38)	(8)%	462
Cost recovery	1,305	1,267	(38)	(3)%	1,180
Other <i>(Primarily advertising)</i>	1,662	2,036	374	23%	1,901
<b>Total terminal concession revenue</b>	<b>10,735</b>	<b>11,914</b>	<b>1,179</b>	<b>11%</b>	<b>10,814</b>
<b>Car rental and license fee revenue:</b>					
Rental car license fees	12,597	13,018	421	3%	12,822
License fees-other	2,348	2,210	(138)	(6)%	2,248
<b>Total rental car and license fees</b>	<b>14,945</b>	<b>15,228</b>	<b>283</b>	<b>2%</b>	<b>15,070</b>
<b>Total concession revenue</b>	<b>\$ 25,680</b>	<b>\$ 27,142</b>	<b>\$ 1,462</b>	<b>6%</b>	<b>\$ 25,884</b>

# Operating Revenues

## for the Six Months Ended December 31, 2015 (Unaudited)

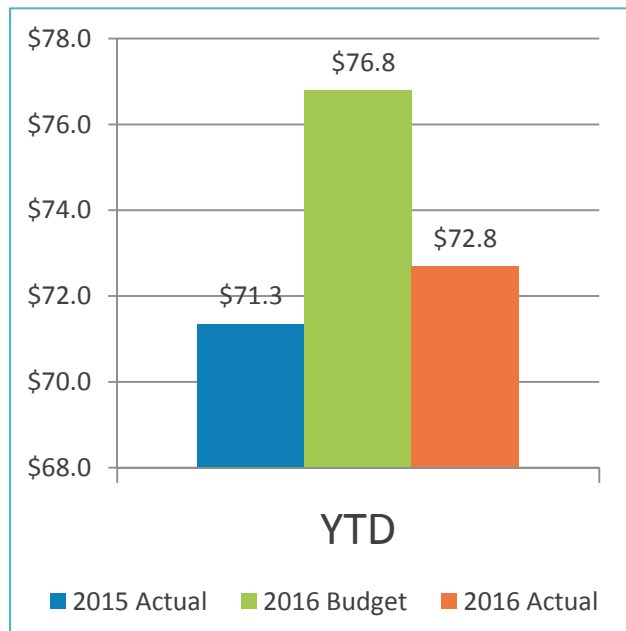
(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Parking revenue:</b>					
Short-term parking revenue	\$ 12,713	\$ 13,761	\$ 1,048	8%	\$ 12,685
Long-term parking revenue	7,216	8,263	1,047	15%	7,005
<b>Total parking revenue</b>	<b>19,929</b>	<b>22,024</b>	<b>2,095</b>	<b>11%</b>	<b>19,690</b>
Ground transportation permits and citations	2,247	2,745	498	22%	1,646
Ground rentals	6,002	6,306	304	5%	5,545
Grant reimbursements	147	147	-	-	147
Other operating revenue	237	376	139	59%	367
<b>Subtotal</b>	<b>28,562</b>	<b>31,598</b>	<b>3,036</b>	<b>11%</b>	<b>27,395</b>
<b>Total operating revenues</b>	<b>\$ 110,663</b>	<b>\$ 113,764</b>	<b>\$ 3,101</b>	<b>3%</b>	<b>\$ 107,022</b>

# Monthly Operating Expenses (Unaudited)



FY16 YTD Act Vs.  
FY15 YTD Act  
1.9%

FY16 YTD Act Vs.  
FY16 YTD Budget  
5.3%



# Operating Expenses

## for the Six Months Ended December 31, 2015 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Operating expenses:</b>					
Salaries and benefits	\$ 21,862	\$ 20,720	\$ 1,142	5%	\$ 23,478
Contractual services	18,054	17,226	828	5%	14,654
Safety and security	12,585	11,740	845	7%	12,123
Space rental	5,214	5,154	60	1%	5,220
Utilities	6,444	6,059	385	6%	6,060
Maintenance	7,514	8,050	(536)	(7)%	6,509
Equipment and systems	266	270	(4)	(2)%	41
Materials and supplies	210	253	(43)	(21)%	197
Insurance	661	475	186	28%	532
Employee development and support	654	578	76	12%	398
Business development	1,425	923	502	35%	1,291
Equipment rental and repairs	1,889	1,328	561	30%	845
<b>Total operating expenses</b>	<b>\$ 76,778</b>	<b>\$ 72,776</b>	<b>\$ 4,002</b>	<b>5%</b>	<b>\$ 71,348</b>

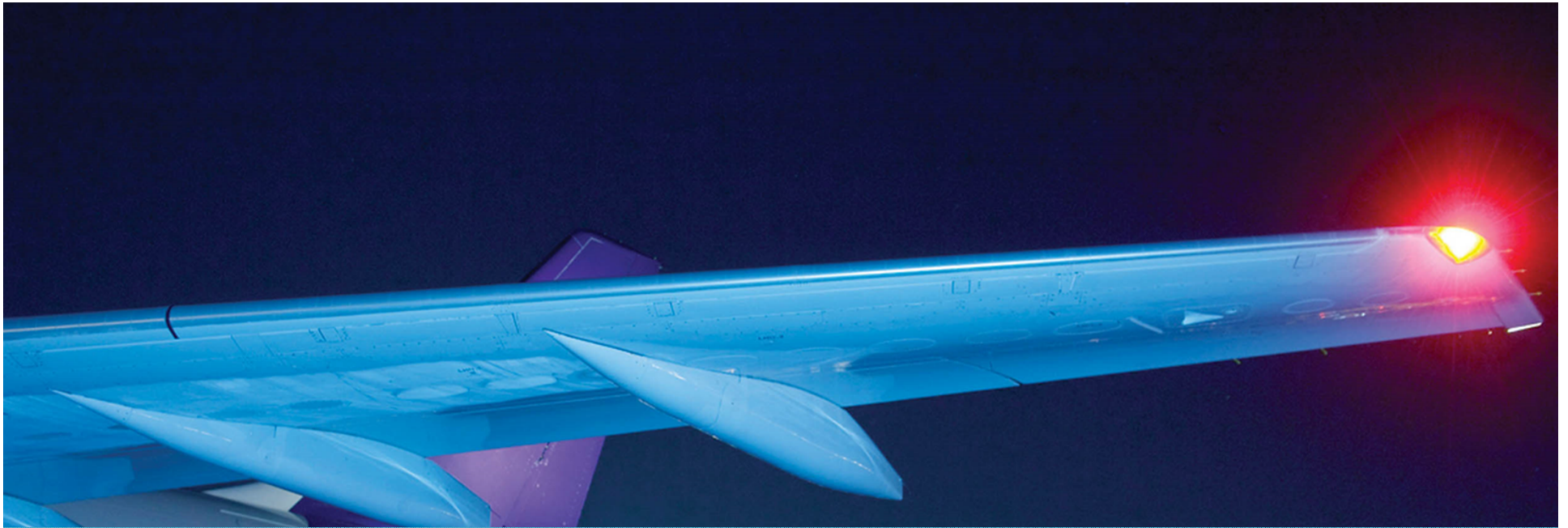
# Financial Summary

## for the Six Months Ended December 31, 2015 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
Total operating revenues	\$ 110,663	\$ 113,764	\$ 3,101	3%	\$ 107,022
Total operating expenses	76,778	72,776	4,002	5%	71,348
<b>Income from operations</b>	<b>33,885</b>	<b>40,988</b>	<b>7,103</b>	<b>21%</b>	<b>35,674</b>
Depreciation	40,166	40,166	-	-	39,942
<b>Operating income (loss)</b>	<b>\$ (6,281)</b>	<b>\$ 822</b>	<b>\$ 7,103</b>	<b>113%</b>	<b>\$ (4,268)</b>

## Nonoperating Revenues & Expenses for the Six Months Ended December 31, 2015 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Nonoperating revenues (expenses):</b>					
Passenger facility charges	\$ 18,680	\$ 18,807	\$ 127	1%	\$ 17,895
Customer facility charges (Rental Car Center)	16,237	16,725	487	3%	15,767
Quieter Home Program, net	(1,483)	(1,401)	82	6%	(1,209)
Interest income	2,497	3,107	610	24%	2,876
BAB interest rebate	2,316	2,328	12	1%	2,318
Interest expense & debt issuance costs	(25,544)	(29,317)	(3,773)	(15)%	(31,659)
Bond amortization	2,133	2,133	-	-	2,175
Other nonoperating revenue (expenses)	(5)	(1,573)	(1,568)	-	(210)
<b>Nonoperating revenue, net</b>	<b>14,831</b>	<b>10,809</b>	<b>(4,022)</b>	<b>(27)%</b>	<b>7,953</b>
<b>Change in Net Position before grant contributions</b>	<b>8,550</b>	<b>11,631</b>	<b>3,081</b>	<b>36%</b>	<b>3,685</b>
Capital grant contributions	11,442	10,777	(665)	(6)%	2,376
<b>Change in Net Position</b>	<b>\$ 19,992</b>	<b>\$ 22,408</b>	<b>\$ 2,416</b>	<b>12%</b>	<b>\$ 6,061</b>



Statements of Net Position (Unaudited)  
December 31, 2015 and 2014



# Statements of Net Position (Unaudited)

## As of December 31, 2015 and 2014

(In Thousands)

	<u>2015</u>	<u>2014</u>
<b>Current assets:</b>		
Cash and investments	\$ 68,595	\$ 68,375
Tenant lease receivable, net of allowance of 2015: (\$182,983) and 2014: (\$53,737)	6,480	7,503
Grants receivable	7,452	2,394
Notes receivable-current portion	1,609	1,529
Prepaid expenses and other current assets	7,539	10,830
<b>Total current assets</b>	<u><b>91,675</b></u>	<u><b>90,631</b></u>
 <b>Cash designated for capital projects and other</b>	 \$ 35,929	 \$ 19,323

# Statements of Net Position (Unaudited)

## As of December 31, 2015 and 2014

(In Thousands)

	<u>2015</u>	<u>2014</u>
<b>Restricted assets:</b>		
Cash and investments:		
Bonds reserve	\$ 61,166	\$ 59,037
Passenger facility charges and interest unapplied	63,317	55,860
Customer facility charges and interest applied	42,225	44,451
Commercial paper reserve	-	-
SBD bond guarantee	4,000	4,000
Bond proceeds held by trustee	226,806	407,144
Commercial paper interest held by trustee	-	-
Passenger facility charges receivable	3,536	3,507
Customer facility charges receivable*	3,136	3,340
Insurance claim reserve	4,274	4,683
<b>Total restricted assets</b>	<b>\$ 408,460</b>	<b>\$ 582,022</b>

# Statements of Net Position (Unaudited)

## As of December 31, 2015 and 2014

### (In Thousands)

	<u>2015</u>	<u>2014</u>
<b>Noncurrent assets:</b>		
<b>Capital assets:</b>		
Land and land improvements	\$ 83,598	\$ 71,082
Runways, roads and parking lots	590,461	570,131
Buildings and structures	1,117,190	1,042,883
Machinery and equipment	38,942	14,230
Vehicles	14,542	5,520
Office furniture and equipment	32,353	32,372
Works of art	8,103	2,629
Construction-in-progress	428,711	351,314
	<u>2,313,900</u>	<u>2,090,162</u>
Less: accumulated depreciation	(772,687)	(696,777)
<b>Total capital assets, net</b>	<u>\$ 1,541,213</u>	<u>\$ 1,393,384</u>

# Statements of Net Position (Unaudited)

## As of December 31, 2015 and 2014

### (In Thousands)

	<u>2015</u>	<u>2014</u>
<b>Other assets:</b>		
Notes receivable - long-term portion	\$ 35,962	\$ 37,613
Investments - long-term portion	95,701	83,600
Net pension asset	-	6,619
Security deposit	350	500
<b>Total other assets</b>	<u>132,013</u>	<u>128,332</u>
<b>Deferred outflows of resources</b>		
Deferred pension contributions	5,853	-
<b>Total assets and deferred outflows of resources</b>	<u>\$ 2,215,143</u>	<u>\$ 2,213,692</u>

# Statements of Net Position (Unaudited)

## As of December 31, 2015 and 2014

(In Thousands)

	<u>2015</u>	<u>2014</u>
<b>Current liabilities:</b>		
Accounts payable and accrued liabilities	\$ 54,400	\$ 65,393
Deposits and other current liabilities	4,782	4,403
<b>Total current liabilities</b>	<b>59,182</b>	<b>69,796</b>
<b>Current liabilities - payable from restricted assets:</b>		
Current portion of long-term debt	11,090	10,695
Accrued interest on bonds and commercial paper	32,954	33,151
<b>Total liabilities payable from restricted assets</b>	<b>\$ 44,044</b>	<b>\$ 43,846</b>

# Statements of Net Position (Unaudited)

## As of December 31, 2015 and 2014

(In Thousands)

	<u>2015</u>	<u>2014</u>
<b>Long-term liabilities - other:</b>		
Revolving line of credit and commercial paper payable	\$ 38,705	\$ 44,884
Other long-term liabilities	6,023	12,846
Long-term debt - bonds net of amortized premium	1,293,867	1,309,242
<b>Total long-term liabilities</b>	<u>1,338,595</u>	<u>1,366,972</u>
<b>Total liabilities</b>	<u>1,441,821</u>	<u>1,480,614</u>
<b>Deferred inflows of resources</b>		
Deferred pension investment gains	8,168	-
<b>Total liabilities and deferred inflows of resources</b>	<u>\$ 1,449,989</u>	<u>\$ 1,480,614</u>

# Statements of Net Position (Unaudited)

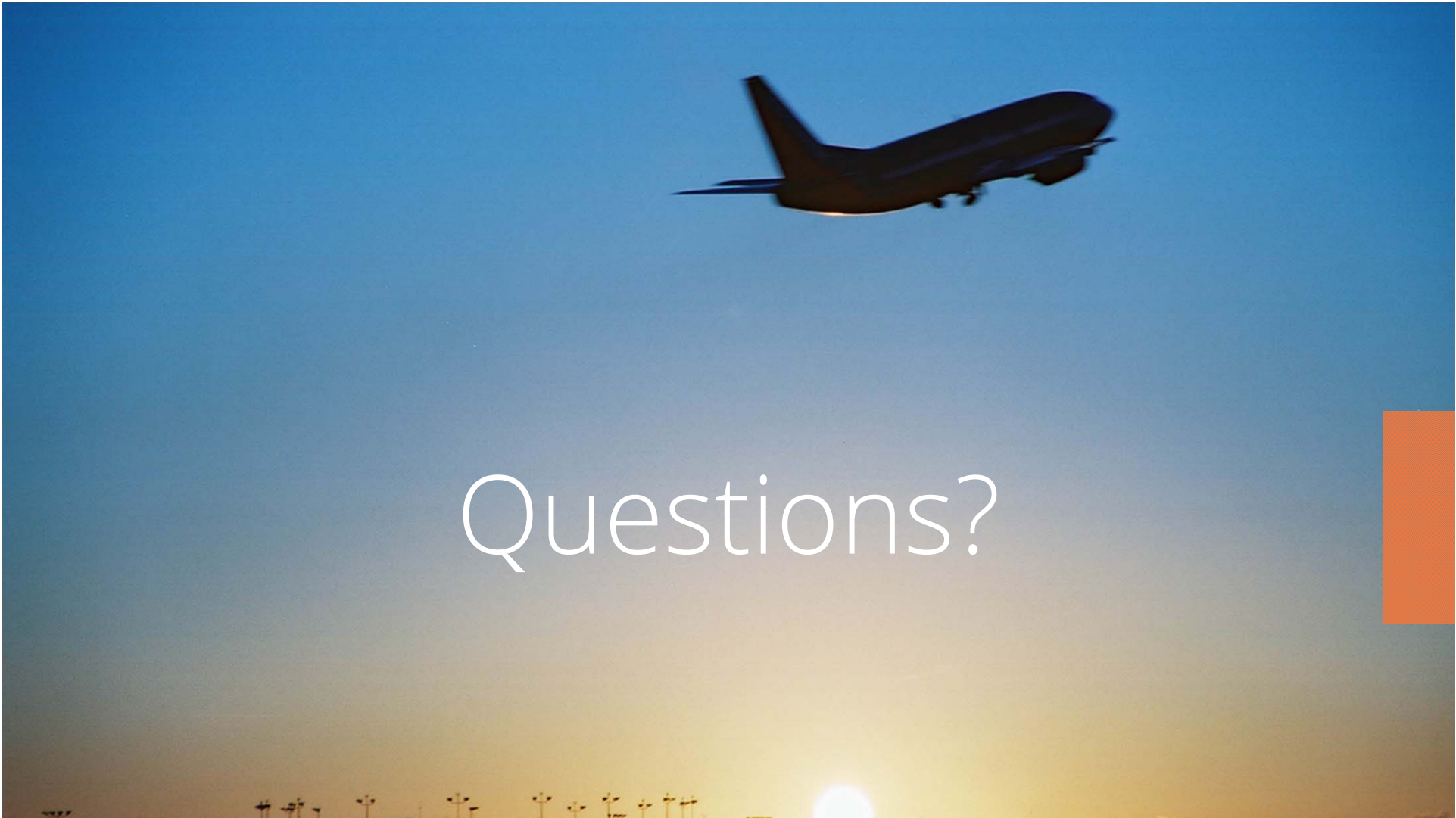
## As of December 31, 2015 and 2014

(In Thousands)

	<u>2015</u>	<u>2014</u>
<b>Net Position:</b>		
Invested in capital assets, net of related debt	\$ 416,478	\$ 427,346
Other restricted	181,286	174,891
Unrestricted:		
Designated	35,929	25,114
Undesignated	131,461	105,727
<b>Total net position</b>	<b>\$ 765,154</b>	<b>\$ 733,078</b>



Questions?





## Board Communication

Date: February 8, 2016  
To: Board Members  
Via: Thella F. Bowens, President/CEO  
From: Scott M. Brickner, Vice President, Finance & Asset  
Management/Treasurer  
Subject: Accept the Authority's Investment Report as of December 31, 2015:

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

Item 10



## San Diego County Regional Airport Authority

### Review of the Authority's Investment Report As of December 31, 2015

Presented by: Geoff Bryant  
Manager, Airport Finance

**February 18, 2016**

This report is prepared for the San Diego County Regional Airport Authority (the "Authority") in accordance with California Government Code Section 53646, which states that "the treasurer or chief fiscal officer may render a quarterly report to the chief executive officer, the internal auditor, and the legislative body of the local agency within 30 days following the end of the quarter covered by the report."

The investment report was compiled in compliance with California Government Code Section 53646 and the Authority's approved Investment Policy. All investment transactions made in the Authority's portfolio during this period were made on behalf of the Authority. Sufficient liquidity and anticipated revenue are available to meet expenditure requirements for the next six months.



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Scott Brickner, C.P.A.  
V.P. Finance & Asset Management / Treasurer  
San Diego County Regional Airport Authority



## Total Portfolio Summary

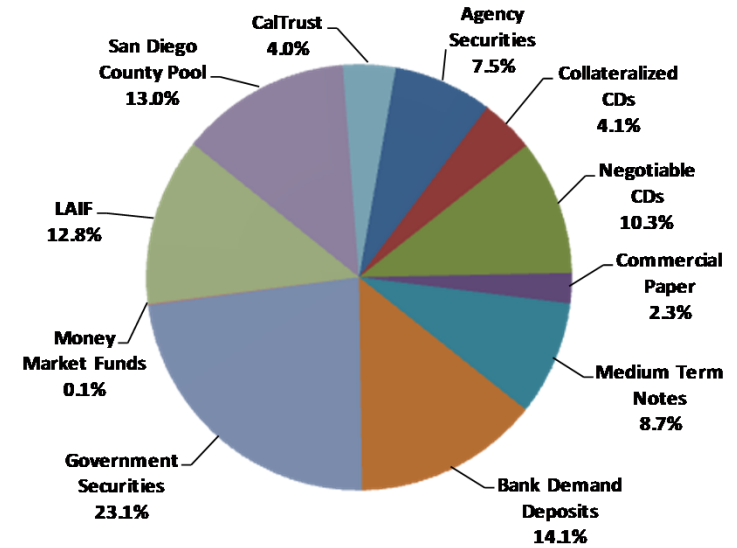
	Current Period	Prior Period	Change From
	December 31, 2015	September 30, 2015	Prior
Book Value (1)	\$374,488,000	\$360,152,000	\$14,336,000
Market Value (1)	\$373,773,000	\$360,544,000	\$13,229,000
Market Value%	99.81%	100.11%	(0.30%)
Unrealized Gain / (Loss)	(\$715,000)	\$392,000	(\$1,107,000)
Weighted Average Maturity (Days)	354 days	327 days	27
Weighted Average Yield as of Period End	0.77%	0.68%	0.09%
Cash Interest Received- Quarter-to-Date	\$753,000	\$597,000	\$156,000
Cash Interest Received- Year-to-Date	\$1,351,000	\$597,000	\$754,000
Accrued Interest	\$518,000	\$429,000	\$89,000

**Notes:**

(1) Increase in portfolio value is primarily due to operating receipts exceeding operating expenditures.

# Portfolio Composition by Security Type

	December 31, 2015		September 30, 2015		Permitted by Policy
	Market Value	Percent of Portfolio	Market Value	Percent of Portfolio	
Agency Securities	\$ 27,935,000	7.5%	\$ 43,899,000	12.2%	100%
Collateralized CDs	15,268,000	4.1%	20,297,000	5.6%	30%
Negotiable CDs	38,486,000	10.3%	34,000,000	9.4%	30%
Commercial Paper	8,477,000	2.3%	3,989,000	1.1%	25%
Medium Term Notes	32,433,000	8.7%	27,533,000	7.6%	15%
Bank Demand Deposits	53,110,000	14.1%	48,169,000	13.4%	100%
Government Securities	86,270,000	23.1%	70,338,000	19.5%	100%
Money Market Funds	311,000	0.1%	688,000	0.2%	20%
LAIF	47,660,000	12.8%	47,682,000	13.2%	\$50 million <sup>(1)</sup>
San Diego County Pool	48,725,000	13.0%	48,855,000	13.6%	\$50 million <sup>(2)</sup>
CalTrust	15,098,000	4.0%	15,094,000	4.2%	\$50 million <sup>(3)</sup>
<b>Total:</b>	<b>\$ 373,773,000</b>	<b>100.0%</b>	<b>\$ 360,544,000</b>	<b>100.0%</b>	

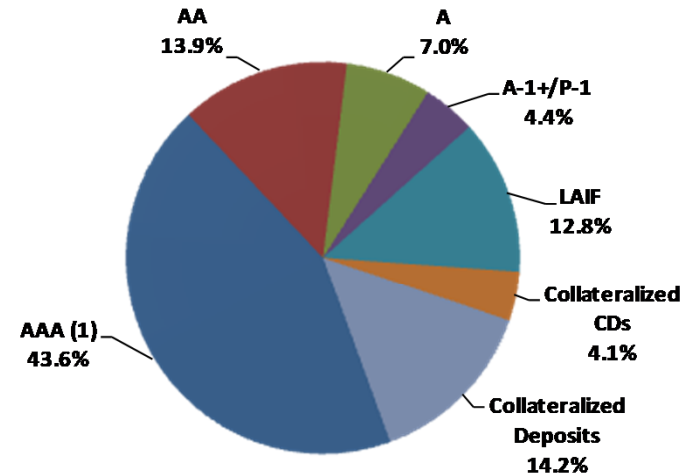


**Notes:**

- 1.) The \$50 million limit on LAIF is a non-statutory LAIF internal limit. It does not apply to bond proceeds.
- 2.) The San Diego County Investment Pool mirrors the LAIF internal limit and does not apply to bond proceeds.
- 3.) The CalTrust mirrors the LAIF internal limit and does not apply to bond proceeds.

# Portfolio Composition by Credit Rating

	December 31, 2015		September 30, 2015	
	Market Value	Percent of Portfolio	Market Value	Percent of Portfolio
AAA <sup>(1)</sup>	\$ 163,240,000	43.6%	\$ 163,781,000	45.4%
AA	51,789,000	13.9%	51,847,000	14.4%
A	26,227,000	7.0%	16,778,000	4.7%
A-1+/P-1	16,477,000	4.4%	11,990,000	3.3%
LAIF	47,660,000	12.8%	47,682,000	13.2%
Collateralized CDs	15,268,000	4.1%	20,297,000	5.6%
Collateralized Deposits	53,112,000	14.2%	48,169,000	13.4%
<b>Total:</b>	<b>\$ 373,773,000</b>	<b>100.0%</b>	<b>\$ 360,544,000</b>	<b>100.0%</b>

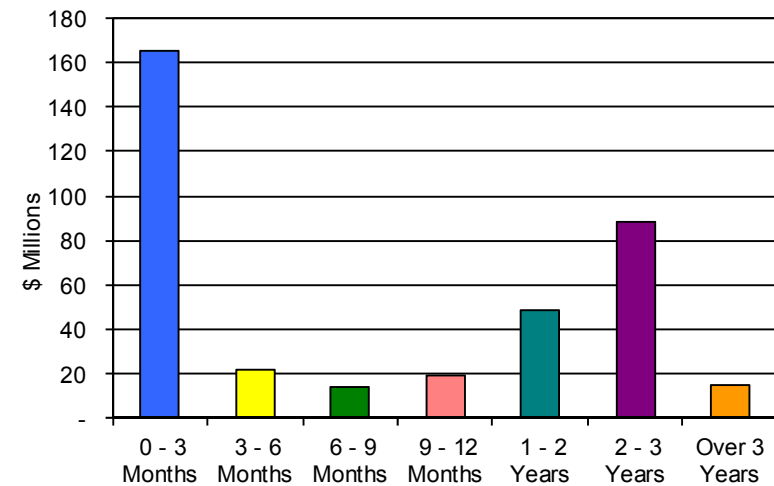


**Notes:**

1.) Includes investments that have split ratings between S&P (AA+), Moodys (AAA) and Fitch (AAA)

## Portfolio Composition by Maturity <sup>(1)</sup>

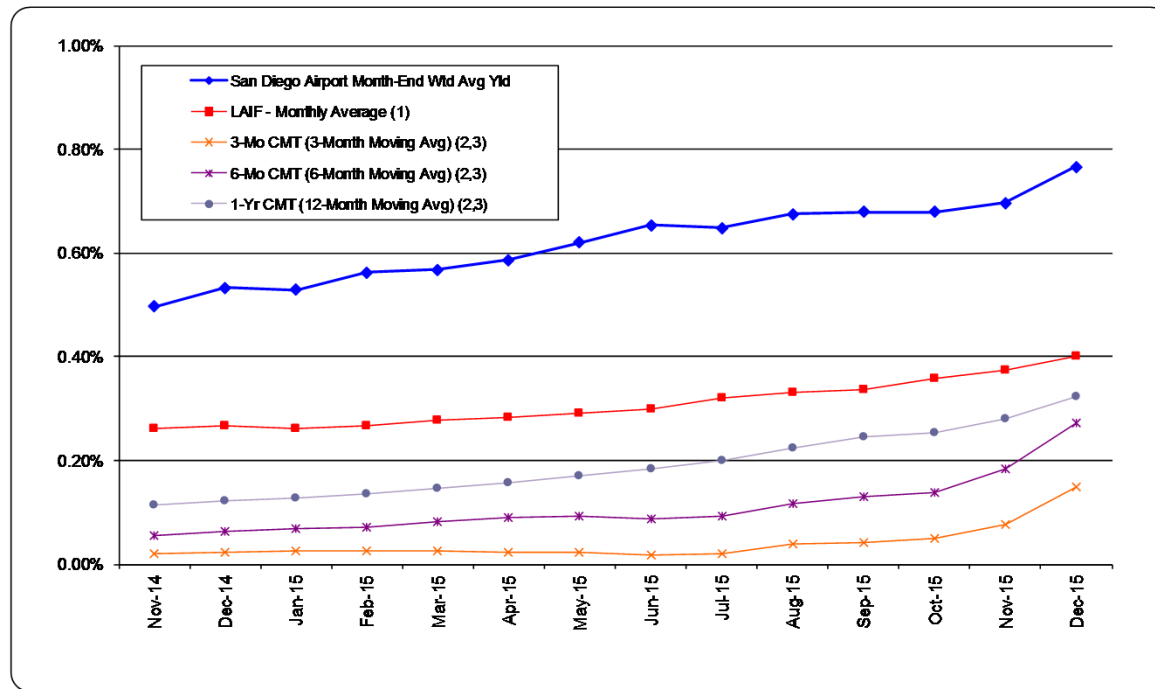
	December 31, 2015		September 30, 2015	
	Market Value	Percent of Portfolio	Market Value	Percent of Portfolio
0 - 3 Months	\$ 164,905,000	44.1%	\$ 170,536,000	47.3%
3 - 6 Months	22,240,000	6.0%	-	0.0%
6 - 9 Months	14,264,000	3.8%	17,784,000	4.9%
9 - 12 Months	19,795,000	5.3%	31,477,000	8.7%
1 - 2 Years	48,533,000	13.0%	64,487,000	17.9%
2 - 3 Years	88,767,000	23.7%	76,260,000	21.2%
Over 3 Years	15,269,000	4.1%	-	0.0%
<b>Total:</b>	<b>\$ 373,773,000</b>	<b>100.0%</b>	<b>\$ 360,544,000</b>	<b>100.0%</b>



**Notes:**

1.) The 0-3 Quarter category includes investments held in the LAIF, CalTrust, and the San Diego County Investment Pool.

# Benchmark Comparison



**Notes:**

- 1.) Benchmark data for LAIF is the average monthly effective yield.
- 2.) CMT stands for Constant Maturity Treasury. This data is published in Federal Reserve Statistical Release H.15 and represents an average of all actively traded Treasury securities having that time remaining until maturity. This is a standard industry benchmark for Treasury securities.
- 3.) The CMT benchmarks are moving averages. The 3-month CMT is the daily average for the previous 3 months, the 6-month CMT is the daily average for the previous 6 months, and the 1-year CMT is the daily average for the previous 12-months.



## *Detail of Security Holdings As of December 31, 2015*

Settlement Date	Security Description	Coupon	Maturity Date	Par Value	Purchase Price	Book Value	Market Price	Market Value	Days to Maturity	Yield to Maturity
10/16/15	FNMA	1.125	10/19/18	5,000,000	100.550	5,027,500	99.36	4,968,100	1023	0.939
01/30/13	FNMA	1.030	01/30/18	3,500,000	99.990	3,499,650	99.52	3,483,270	761	1.032
10/10/13	FHLMC	0.875	10/14/16	9,000,000	100.180	9,027,400	100.07	9,006,660	288	0.814
12/10/13	FHLB	0.625	12/28/16	5,000,000	99.816	4,990,800	99.78	4,989,050	363	0.438
09/08/14	FNMA	1.000	09/27/17	5,500,000	99.722	5,484,710	99.78	5,487,625	636	1.093
<b>Agency Total</b>				<b>28,000,000</b>		<b>28,030,060</b>		<b>27,934,705</b>	<b>560</b>	<b>0.851</b>
07/02/15	East West Bk CD	0.600	07/02/16	10,264,422	100.000	10,264,422	100.00	10,264,422	184	0.600
10/21/15	East West Bk CD	0.400	04/25/16	5,004,001	100.000	5,004,001	100.00	5,004,001	116	0.400
<b>Collateralized CDs Total</b>				<b>15,268,423</b>		<b>15,268,423</b>		<b>15,268,423</b>	<b>162</b>	<b>0.534</b>
09/11/14	US Bank CD	1.375	09/11/17	4,000,000	100.000	3,993,560	99.63	3,985,240	620	1.430
11/17/15	SKANDINAV ENSKD CD	1.480	11/16/17	4,500,000	100.000	4,500,000	100.00	4,500,000	686	1.480
11/18/15	HSBC BK C/D	0.954	11/17/17	4,000,000	100.000	4,000,000	100.00	4,000,000	687	0.954
09/29/14	Toronto Dominion CD	0.900	09/29/16	5,000,000	100.000	5,000,000	100.00	5,000,000	273	0.900
04/10/15	CANADIAN IMP CD	1.010	04/06/17	5,000,000	100.000	5,000,000	100.00	5,000,000	462	1.010
04/27/15	RABOBANK CD	1.070	04/21/17	4,000,000	100.000	4,000,000	100.00	4,000,000	477	1.070
05/29/15	NORDEA BK CD	1.150	05/26/17	4,000,000	100.000	4,000,000	100.00	4,000,000	512	1.150
08/11/15	CREDIT SUISSE CD	0.670	05/06/16	4,000,000	100.000	4,000,000	100.01	4,000,280	127	0.670
08/19/14	Goldman Sachs CD	0.900	08/12/16	4,000,000	100.000	4,000,000	100.00	4,000,000	225	0.900
<b>Negotiable CDs Total</b>				<b>38,500,000</b>		<b>38,493,560</b>		<b>38,485,520</b>	<b>451</b>	<b>1.062</b>

## *Detail of Security Holdings As of December 31, 2015*

Settlement Date	Security Description	Coupon	Maturity Date	Par Value	Purchase Price	Book Value	Market Price	Market Value	Days to Maturity	Yield to Maturity
07/15/15	BNP PARIBAS FIN DC/P	0.570	04/08/16	4,000,000	99.576	3,983,027	99.83	3,993,240	99	0.572
12/31/15	TOYOTA MTR CRED DC/P	0.800	06/22/16	4,500,000	99.566	4,481,800	99.63	4,483,440	174	0.803
<b>Commercial Paper Total</b>				<b>8,500,000</b>		<b>8,464,827</b>		<b>8,476,680</b>	<b>139</b>	<b>0.694</b>
05/12/15	APPLE INC NOTES	1.000	05/03/18	4,000,000	99.121	3,964,840	99.19	3,967,520	854	1.302
01/15/15	BERKSHIRE HATHAWAY	0.553	01/12/18	5,000,000	100.000	5,000,000	99.77	4,988,600	743	0.554
07/18/14	WELLS FARGO CO Notes	3.678	06/15/16	4,700,000	105.559	4,961,273	101.25	4,758,750	167	0.737
07/17/15	GECC MTN	1.625	04/02/18	4,950,000	105.364	4,968,018	100.33	4,966,187	823	1.487
12/28/15	JPM CHASE & CO NT	1.800	01/25/18	5,000,000	99.888	4,994,400	99.87	4,993,300	756	1.855
11/19/14	CHEVRON CORP	1.345	11/15/17	5,000,000	100.199	5,009,950	99.69	4,984,250	685	1.345
09/14/15	AMERICAN EXPRESS MTN	1.800	07/31/18	2,980,000	99.759	2,972,818	99.82	2,974,666	943	1.886
11/01/13	COCA COLA CORP NOTE	0.750	11/01/16	800,000	100.080	799,080	99.89	799,128	306	0.789
<b>Medium Term Notes</b>				<b>32,430,000</b>		<b>32,670,379</b>		<b>32,432,400</b>	<b>682</b>	<b>1.262</b>
02/26/15	U.S. Treasury	0.750	02/28/18	10,145,000	99.203	10,050,669	99.15	10,058,565	790	1.015
12/23/15	U.S. Treasury	1.500	12/31/18	15,200,000	100.516	15,295,391	100.45	15,268,856	1096	1.325
03/31/14	U.S. Treasury	1.000	03/31/17	6,000,000	100.175	6,013,594	100.16	6,009,360	456	0.940
04/01/15	U.S. Treasury	0.750	03/31/18	16,050,000	99.477	15,965,988	99.11	15,906,353	821	0.927
11/13/15	U.S. Treasury	1.250	11/30/18	11,000,000	100.234	11,002,578	99.83	10,981,520	1065	1.242
12/30/14	U.S. Treasury	0.750	12/31/17	6,600,000	98.730	6,528,242	99.32	6,555,384	731	1.182
06/18/14	U.S. Treasury	0.875	01/31/17	3,070,000	100.199	3,076,116	100.01	3,070,246	397	0.798
06/10/15	U.S. Treasury	1.000	05/31/18	15,000,000	99.762	14,964,258	99.49	14,923,200	882	1.082
06/18/14	U.S. Treasury	0.875	06/15/17	3,500,000	99.967	3,488,516	99.89	3,496,185	532	0.987
<b>Government Total</b>				<b>86,565,000</b>		<b>86,385,351</b>		<b>86,269,668</b>	<b>849</b>	<b>1.093</b>

## *Detail of Security Holdings As of December 31, 2015*

Settlement Date	Security Description	Coupon	Maturity Date	Par Value	Purchase Price	Book Value	Market Price	Market Value	Days to Maturity	Yield to Maturity
	East West Bank			103,880	100.00	103,880	100.00	103,880	1	0.350
	East West Bank			26,630,588	100.00	26,630,588	100.00	26,630,588	1	0.350
	Wells Fargo Bank			4,056,072	100.00	4,056,072	100.00	4,056,072	1	0.150
	US Bank General Acct			17,264,551	100.00	17,264,551	100.00	17,264,551	1	0.000
	Torrey Pines Bank			5,056,508	100.00	5,056,508	100.00	5,056,508	1	0.400
	<b>Bank Demand Deposits</b>			<b>53,111,600</b>		<b>53,111,600</b>		<b>53,111,600</b>	<b>1</b>	<b>0.226</b>
	DREYFUS GOVT INVEST			311,417	100.00	311,417	100.00	311,417	1	0.000
	<b>Money Market Fund</b>			<b>311,417</b>		<b>311,417</b>		<b>311,417</b>	<b>1</b>	<b>0.000</b>
	Local Agency Invstmnt Fd			47,709,173	100.00	47,709,173	99.90	47,659,623	1	0.400
	San Diego County Inv Pool			48,944,785	100.00	48,944,785	99.55	48,724,602	1	0.670
	CalTrust			15,098,348	100.00	15,098,348	100.00	15,098,348	1	0.560
	<b>Grand Total</b>			<b>\$ 374,438,746</b>	<b>100.09</b>	<b>\$ 374,487,923</b>	<b>99.81</b>	<b>\$ 373,772,986</b>	<b>354</b>	<b>0.766</b>

# Portfolio Investment Transactions

## From October 1<sup>st</sup>, 2015 - December 31<sup>st</sup>, 2015

Settle Date	Security Description	Security Type	CUSIP	Coupon	Mature Date	Call Date	Unit Price	Amount
<b>PURCHASES</b>								
10/16/15	FNMA NTS	AGCY	3135G0E58	1.25	10/19/18	--	100.550	\$ 5,034,531
10/27/15	East West Bank CD	CD	--	0.400	04/25/16	--	100.000	5,000,611
11/13/15	US TREAS NTS	US TREAS NTS	912828A34	1.25	11/30/18	--	100.023	11,064,942
11/17/15	SKANDINAVISKA CD	CD	83050FBG5	1.480	11/16/17	--	100.000	4,500,000
11/18/15	HSBC BANK	CD	40428AR41	0.954	11/17/17	--	100.000	4,000,000
12/07/15	US TREAS NTS	US TREAS NTS	912828A75	1.500	12/31/18	--	100.688	10,032,628
12/23/15	US TREAS NTS	US TREAS NTS	912828A75	1.500	12/31/18	--	100.516	5,365,350
12/23/15	TOYOTA MTR CRED DC/P	CP	89233GFN1	0.800	08/22/16	--	99.596	4,481,800
12/28/15	JPM CHASE & CONT	MTN	46625HJG6	1.800	01/25/18	--	99.888	5,032,650
								<b>\$ 54,512,511</b>
<b>CALLS</b>								
10/16/16	FHLMC	AGCY CALL	3134G33M0	1.050	01/16/18	10/16/15	100.040	\$ 3,001,170
								<b>\$ 3,001,170</b>
<b>MATURITIES</b>								
10/21/14	East West Bank CD	CD	--	0.500	10/21/15	--	100.000	\$ 10,050,794
								<b>\$ 10,050,794</b>
<b>WITHDRAWALS / SALES / TRANSFERS</b>								
10/16/16	US TREAS NTS	US TREAS NTS	912828RF9	1.000	08/31/16	--	100.594	\$ 2,014,402
11/13/15	FHLB	AGCY	3133834R9	0.375	06/24/16	--	99.926	5,003,540
11/13/15	FHLB	AGCY	3130A2T97	0.500	09/28/16	--	99.875	3,998,000
11/13/15	US TREAS NTS	US TREAS NTS	912828RF9	1.000	08/31/16	--	100.352	2,906,035
11/17/15	FNMA NTS	AGCY	3135G0ZL0	1.000	09/27/17	--	100.213	4,515,835
11/18/15	HSBC BANK C/D	CD	40428AC54	0.880	08/15/16	--	100.104	4,013,235
12/07/15	US TREAS NTS	US TREAS NTS	912828A91	0.750	01/15/17	--	99.996	3,008,748
12/07/15	FHLB	AGCY	3130A2T97	0.500	09/28/16	--	99.823	5,095,861
12/07/15	US TREAS NTS	US TREAS NTS	912828SC5	0.875	01/31/17	--	100.125	1,938,332
								<b>\$ 31,693,989</b>

# Bond Proceeds Summary

## SUMMARY OF 2010, 2013 & 2014 BOND PROCEEDS\*

As of: December 31, 2015

(in thousands)

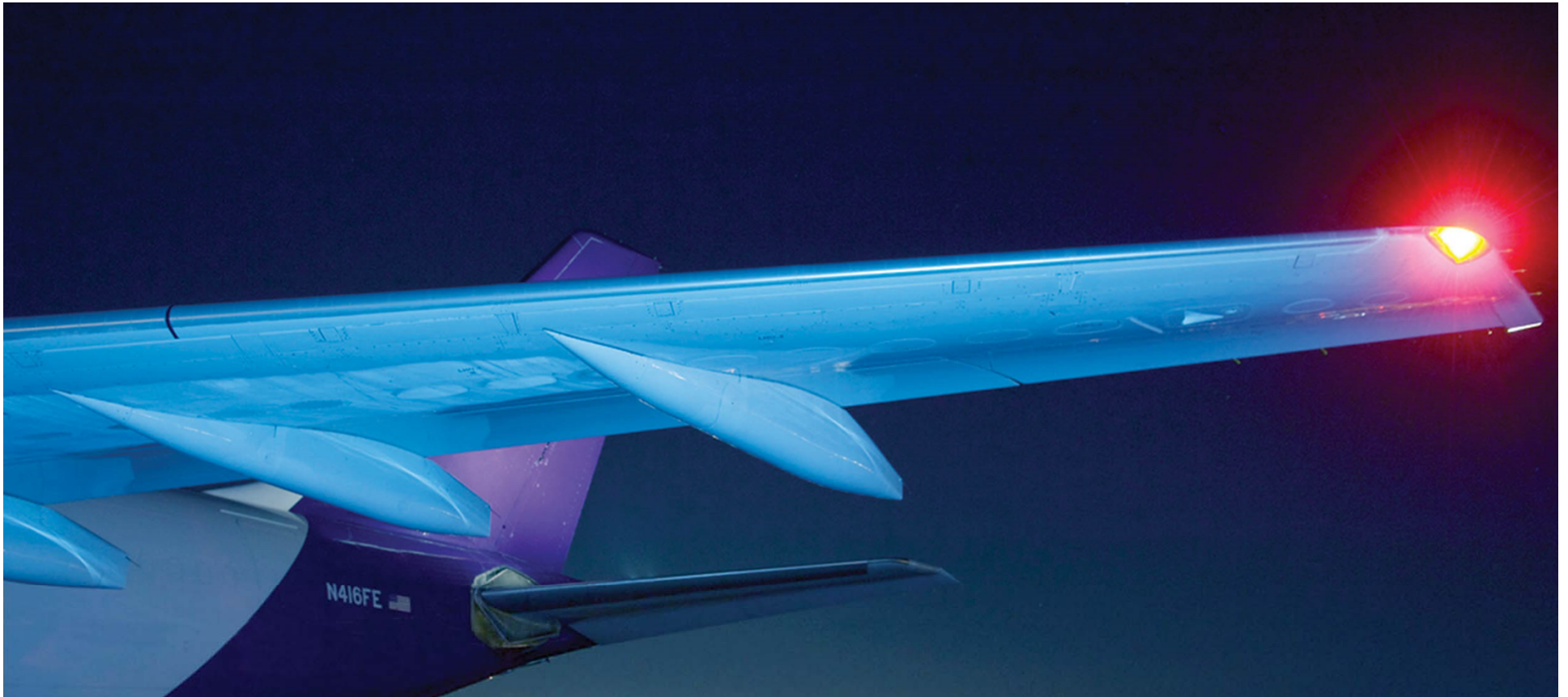
	Series 2010	Series 2013	Series 2014	Total	Yield	Rating
<b>Project Fund</b>						
LAIF	\$ -	\$ -	\$ 4,236	\$ 4,236	0.40%	N/R
SDCIP	-	28,644	43,585	72,229	0.67%	AAAF
	\$ -	\$ 28,644	\$ 47,821	\$ 76,465		
<b>Capitalized Interest</b>						
SDCIP	\$ -	17	133	\$ 150	0.67%	AAAF
	\$ -	\$ 17	\$ 133	\$ 150		
<b>Debt Service Reserve &amp; Coverage Funds</b>						
SDCIP	\$ 30,126	\$ 33,162	\$ 28,563	\$ 91,851	0.67%	AAAF
East West Bank CD	20,852	-	-	20,852	0.80%	N/R
	\$ 50,978	\$ 33,162	\$ 28,563	\$ 112,703		
	\$ 50,978	\$ 61,823	\$ 76,517	\$ 189,318	0.68%	

\*Bond proceeds are not included in deposit limits as applied to operating funds

# Bond Proceeds Investment Transactions

## From October 1<sup>st</sup>, 2015 - December 31<sup>st</sup>, 2015

Settle Date	Description	Security Type	CUSIP	Coupon	Mature Date	Call Date	Unit Price	Amount
<b>PURCHASES</b>								
							\$	-
<b>CALLS</b>								
							\$	-
<b>MATURITIES</b>								
							\$	-
<b>DEPOSITS</b>								
							\$	-
<b>WITHDRAWALS / SALES</b>								
10/29/2015	SDCIP (2013 Bonds)	SDCIP		0.60	--		1.000 \$	5,012,967
11/12/2015	SDCIP (2013 Bonds)	SDCIP		0.62	--		1.000	5,147,927
11/23/2015	LAIF (2014 Bonds)	LAIF		0.37	--		1.000	13,791,101
12/22/2015	LAIF (2014 Bonds)	LAIF		0.40	--		1.000	13,228,427
12/31/2015	Transfer to Debt Service P&I Funds (2014 Bonds)	SDCIP		0.67	--		1.000	8,170,605
							\$	45,351,027



Questions ?



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

**Item No.  
11**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

**Award a Contract to Atlas Development Corporation, for Noise Monitoring Stations, Project No. 104164 (removal and replacement of 12 existing remote noise monitoring poles around San Diego International Airport.)**

**Recommendation:**

Adopt Resolution No. 2016-0010, awarding a contract to Atlas Development Corporation, in the amount of \$398,840, for Noise Monitoring Stations, Project No. 104164, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

**Background/Justification:**

The San Diego County Regional Airport Authority ("Authority") must provide noise monitoring surrounding the San Diego County Regional Airport Authority as required by the California Code of Regulations, Title 21. This contract for Noise Monitoring Stations, Project No. 104164, includes removal and replacement of 12 existing remote noise monitoring poles around SDIA. (refer to Attachment A)

To date, the Authority has updated 11 of the 23 noise monitoring poles located east and west of SDIA. This project will complete the update of the remaining poles.

Project No. 104164 was advertised on December 15, 2015, and bids were opened on January 14, 2016. The following bids were received (refer to Attachment B):

<b>Company</b>	<b>Total Bid</b>
Atlas Development Construction, Inc.	\$398,840
Alvarez Quality Contracting, Inc.	\$418,000
HSCC, Inc.	\$496,494
Neal Electric Corporation	\$501,608
Wier Construction	\$644,000

The Engineer's estimate is \$437,445.

The low bid of \$398,840, is considered responsive, and Atlas Development Construction, Inc. is considered responsible. Award to Atlas Development Construction, Inc. is, therefore, recommended in the amount of \$398,840.



**Fiscal Impact:**

Adequate funds for the contract with Atlas Development Construction, Inc. are included in the Board approved FY16 – FY20 Capital Program Budget. Sources of funding include Passenger Facility Charges and cash.

**Authority Strategies:**

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

Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

- A. This Board action is for a project determined not to have a significant effect on the environment (Section 15301, Existing Facilities – Class 1 and Section 15302 – Replacement or Reconstruction – Class 2) and a categorical exemption was prepared in accordance with the California Environmental Quality Act.
- 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 opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.14 was applied. Policy 5.14 establishes separate goals for the participation of: (1) small businesses; (2) local businesses; and, (3) service disabled veteran owned small businesses (SDVOSB). The local business participation goal can only be applied when the overall local business participation of all Authority contracts at the time of solicitation is less than 60%. The maximum preference applied under Policy 5.14 is seven percent (7%): three percent (3%) for small business participation; two percent (2%) for local business participation; and, two percent (2%) for SDVOSB participation. 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. When bid price is not the primary selection criteria, the preference is only applied to determine which proposers are interviewed for final consideration. Per Policy 5.14, the preference is not applied in the final selection.

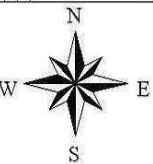
In accordance with Policy 5.14, Atlas Development Corporation met the SBE goal of 39% with 100% certified small business participation for a 3% certified small business preference and did not meet the SDVOSB goal of 3% for a 0% SDVOSB participation preference. At the time of the solicitation it was determined that the Authority's overall local business participation exceeded 60%, therefore no preference was applied for local business participation.

**Prepared by:**

KEITH WILSCHETZ  
DIRECTOR, AIRPORT PLANNING AND NOISE MITIGATION



SDIA Noise Monitor (RMTs) Locations that would require a pole upgrade.



**TITLE: QUIETER HOME PROGRAM NOISE MONITORING STATIONS**  
**BIDS OPENED: JANUARY 14, 2016, 2:00 p.m.**  
**ENGINEER'S ESTIMATE: \$437,445.00**

<b>CONTRACTOR:</b>				Atlas Development Corporation				Alvarez Quality Construction, Inc.				
<b>ADDRESS:</b>				991C Lomas Santa Fe Dr, #115, Solana Beach CA 92075				921 Delaware Street, Imperial Beach CA 91932				
<b>GUARANTEE OF GOOD FAITH:</b>				Great American Insurance Company				SureTec Insurance Company				
Site No.	Bid Item Number	Dwelling Units	Unit of Measure	General Construction (In Figures)	Electrical Construction (In Figures)	Equipment Re-Installation (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Electrical Construction (In Figures)	Equipment Re-Installation (In Figures)	TOTAL (In Figures)	
Site 01	OLD FIRE ALARM BUILDING ON BALBOA DRIVE, BALBOA PARK	1	Lump Sum	18,070.00	5,500.00	4,000.00	27,570.00	12,167.00	7,000.00	10,000.00	29,167.00	
Site 02	1328.5 DALE STREET	1	Lump Sum	18,070.00	5,500.00	4,000.00	27,570.00	12,167.00	7,000.00	10,000.00	29,167.00	
Site 06	HUE CITY AVENUE AT MIDWAY AVENUE, MCRD	1	Lump Sum	18,070.00	5,500.00	4,000.00	27,570.00	12,167.00	7,000.00	10,000.00	29,167.00	
Site 09	1134.5 WEST REDWOOD STREET	1	Lump Sum	18,070.00	5,500.00	4,000.00	27,570.00	12,167.00	7,000.00	10,000.00	29,167.00	
Site 11	3413.5 BROWNING STREET	1	Lump Sum	18,070.00	5,500.00	4,000.00	27,570.00	12,167.00	7,000.00	10,000.00	29,167.00	
Site 13	4669.5 LARKSPUR STREET (PRIVATE EASMENT)	1	Lump Sum	18,070.00	5,500.00	4,000.00	27,570.00	12,167.00	7,000.00	10,000.00	29,167.00	
Site 16	3385.5 B STREET	1	Lump Sum	18,070.00	5,500.00	4,000.00	27,570.00	12,167.00	7,000.00	10,000.00	29,167.00	
Site 17	2651.5 A STREET	1	Lump Sum	18,070.00	5,500.00	4,000.00	27,570.00	12,167.00	7,000.00	10,000.00	29,167.00	
Site 19	1290.5 WEST THORN STREET	1	Lump Sum	18,070.00	5,500.00	4,000.00	27,570.00	12,166.00	7,000.00	10,000.00	29,166.00	
Site 20	1944.5 PLUM STREET	1	Lump Sum	18,070.00	5,500.00	4,000.00	27,570.00	12,166.00	7,000.00	10,000.00	29,166.00	
Site 21	1625 FROUDE STREET	1	Lump Sum	18,070.00	5,500.00	4,000.00	27,570.00	12,166.00	7,000.00	10,000.00	29,166.00	
Site 22	5029.5 LOTUS STREET (PRIVATE EASMENT)	1	Lump Sum	18,070.00	5,500.00	4,000.00	27,570.00	12,166.00	7,000.00	10,000.00	29,166.00	
							<b>Subtotal</b>	330,840.00			<b>Subtotal</b>	\$350,000.00
							Allowance for Structural, HVAC, Electrical Repairs	44,000.00			Allowance for Structural, HVAC, Electrical Repairs	44,000.00
							Building and Utility Permits and Fees	24,000.00			Building and Utility Permits and Fees	24,000.00
							<b>TOTAL BID</b>	<b>\$398,840.00</b>			<b>TOTAL BID</b>	<b>\$418,000.00</b>

Addendum 1 noted

Addendum 1 noted

HSCC, Inc.				Neal Electric Corp				Wier Construction Corp.			
13032 Lakeshore Dr., Lakeside CA 92040				13250 Kirkham Way, Poway CA 92064				2255 Barham Drive, Escondido CA 92029			
United Fire & Casualty Company				Fidelity and Deposit Company of Maryland				SureTec Insurance Company			
General Construction (In Figures)	Electrical Construction (In Figures)	Equipment Re-Installation (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Electrical Construction (In Figures)	Equipment Re-Installation (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Electrical Construction (In Figures)	Equipment Re-Installation (In Figures)	TOTAL (In Figures)
18,840.00	18,305.00	1,302.00	38,447.00	16,500.00	16,434.00	2,800.00	35,734.00	13,800.00	27,600.00	6,600.00	48,000.00
13,640.00	18,942.00	1,302.00	33,884.00	17,700.00	15,234.00	5,400.00	38,334.00	13,800.00	27,600.00	6,600.00	48,000.00
21,070.00	18,305.00	1,302.00	40,677.00	17,700.00	14,434.00	2,800.00	34,934.00	13,800.00	27,600.00	6,600.00	48,000.00
16,240.00	18,942.00	1,302.00	36,484.00	21,000.00	16,434.00	2,800.00	40,234.00	13,800.00	27,600.00	6,600.00	48,000.00
13,640.00	18,942.00	1,302.00	33,884.00	15,400.00	15,200.00	2,800.00	33,400.00	13,800.00	27,600.00	6,600.00	48,000.00
16,240.00	19,012.00	1,302.00	36,554.00	21,900.00	14,434.00	2,800.00	39,134.00	13,800.00	27,600.00	6,600.00	48,000.00
13,608.00	18,305.00	1,302.00	33,215.00	15,400.00	12,100.00	2,800.00	30,300.00	13,800.00	27,600.00	6,600.00	48,000.00
16,287.00	18,305.00	1,302.00	35,894.00	21,900.00	14,434.00	2,800.00	39,134.00	13,800.00	27,600.00	6,600.00	48,000.00
13,608.00	19,012.00	1,302.00	33,922.00	17,700.00	14,434.00	2,800.00	34,934.00	13,800.00	27,600.00	6,600.00	48,000.00
13,800.00	18,942.00	1,302.00	34,044.00	16,900.00	14,434.00	2,800.00	34,134.00	13,800.00	27,600.00	6,600.00	48,000.00
14,204.00	18,942.00	1,302.00	34,448.00	18,800.00	16,434.00	2,800.00	38,034.00	13,800.00	27,600.00	6,600.00	48,000.00
17,204.00	18,535.00	1,302.00	37,041.00	18,068.00	14,434.00	2,800.00	35,302.00	13,800.00	27,600.00	6,600.00	48,000.00
<b>Subtotal</b>			<b>\$428,494.00</b>	<b>Subtotal</b>			<b>\$433,608.00</b>	<b>Subtotal</b>			<b>\$576,000.00</b>
Allowance for Structural, HVAC, Electrical Repairs			44,000.00	Allowance for Structural, HVAC, Electrical Repairs			44,000.00	Allowance for Structural, HVAC, Electrical Repairs			44,000.00
Building and Utility Permits and Fees			24,000.00	Building and Utility Permits and Fees			24,000.00	Building and Utility Permits and Fees			24,000.00
<b>TOTAL BID</b>			<b>\$496,494.00</b>	<b>TOTAL BID</b>			<b>\$501,608.00</b>	<b>TOTAL BID</b>			<b>\$644,000.00</b>
<b>Addendum 1 noted</b>				<b>Addendum 1 noted</b>				<b>Addendum 1 noted</b>			

RESOLUTION NO. 2015-0010

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY AWARDING A CONTRACT TO ATLAS  
DEVELOPMENT CORPORATION, IN THE AMOUNT  
OF \$398,840, FOR NOISE MONITORING  
STATIONS, PROJECT NO. 104164, OF THE SAN  
DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY'S QUIETER HOME PROGRAM

WHEREAS, the San Diego County Regional Airport Authority ("Authority") must provide noise monitoring surrounding the airport as required by the California Code of Regulations, Title 21; and

WHEREAS, the Authority issued a Bid Solicitation Package for Noise Monitoring Stations on December 15, 2015; and

WHEREAS, on January 14, 2016, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the low bidder Atlas Development Corporation, submitted a bid of \$398,840; and the Authority's staff has duly considered the bid and has determined Atlas Development Corporation, 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 Atlas Development Corporation, the lowest bidder, the contract for removal and replacement of 12 Noise Monitoring Stations, 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 Atlas Development Corporation, in the amount of \$398,840, for removal and replacement of 12 Noise Monitoring Stations, Project No. 104164, 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 Atlas Development Corporation; 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 Board action is for a project determined not to have a significant effect on the environment (Section 15301, Existing Facilities – Class 1 and Section 15302 – Replacement or Reconstruction – Class 2) and a categorical exemption was prepared in accordance with the California Environmental Quality Act; and is not a “development” as defined by the California Coastal Act Pub. Res. Code Section 30106.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 18<sup>TH</sup> day of February, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

---

BRETON K. LOBNER  
GENERAL COUNSEL



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

Item No.  
**12**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

**Award a Contract to Harry H. Joh Construction, Inc., for Quieter Home Program Phase 8, Group 12, Project No. 380812 (31 Non-Historic Multi-Family Units on one Residential Property Located West of the Airport)**

**Recommendation:**

Adopt Resolution No. 2016-0011, awarding a contract to Harry H. Joh Construction, Inc., in the amount of \$702,406, for Phase 8, Group 12, Project No. 380812, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

**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 8, Group 12, Project No. 380812, includes installation of new acoustical windows, doors, insulation, and ventilation improvements to reduce aircraft-related noise levels and provide sound attenuation to 31 non-historic multi-family units on one residential property located west of the airport (refer to Attachment A).

To date, the Program has completed 3,317 residences, of which 815 are historic and 2,502 are non-historic. 2,110 residences are located west of SDIA and 1,207 are located east of SDIA.

Project No. 380812 was advertised on November 24, 2015, and bids were opened on December 29, 2015. The following bids were received (refer to Attachment B):

<b>Company</b>	<b>Total Bid</b>
Harry H. Joh Construction, Inc.	\$702,406
S&L Specialty Contracting, Inc.	\$713,550
Alvarez Quality Construction, Inc.	\$806,550
Karabuild Development, Inc.	\$949,900

The Engineer's estimate is \$778,656.

The low bid of \$702,406, is considered responsive, and Harry H. Joh Construction, Inc. is considered responsible. Award to Harry H. Joh Construction, Inc. is, therefore, recommended in the amount of \$702,406.



**Fiscal Impact:**

Adequate funds for the contract with Harry H. Joh Construction, Inc. is included in the adopted FY 2016 and conceptually approved FY 2017 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.

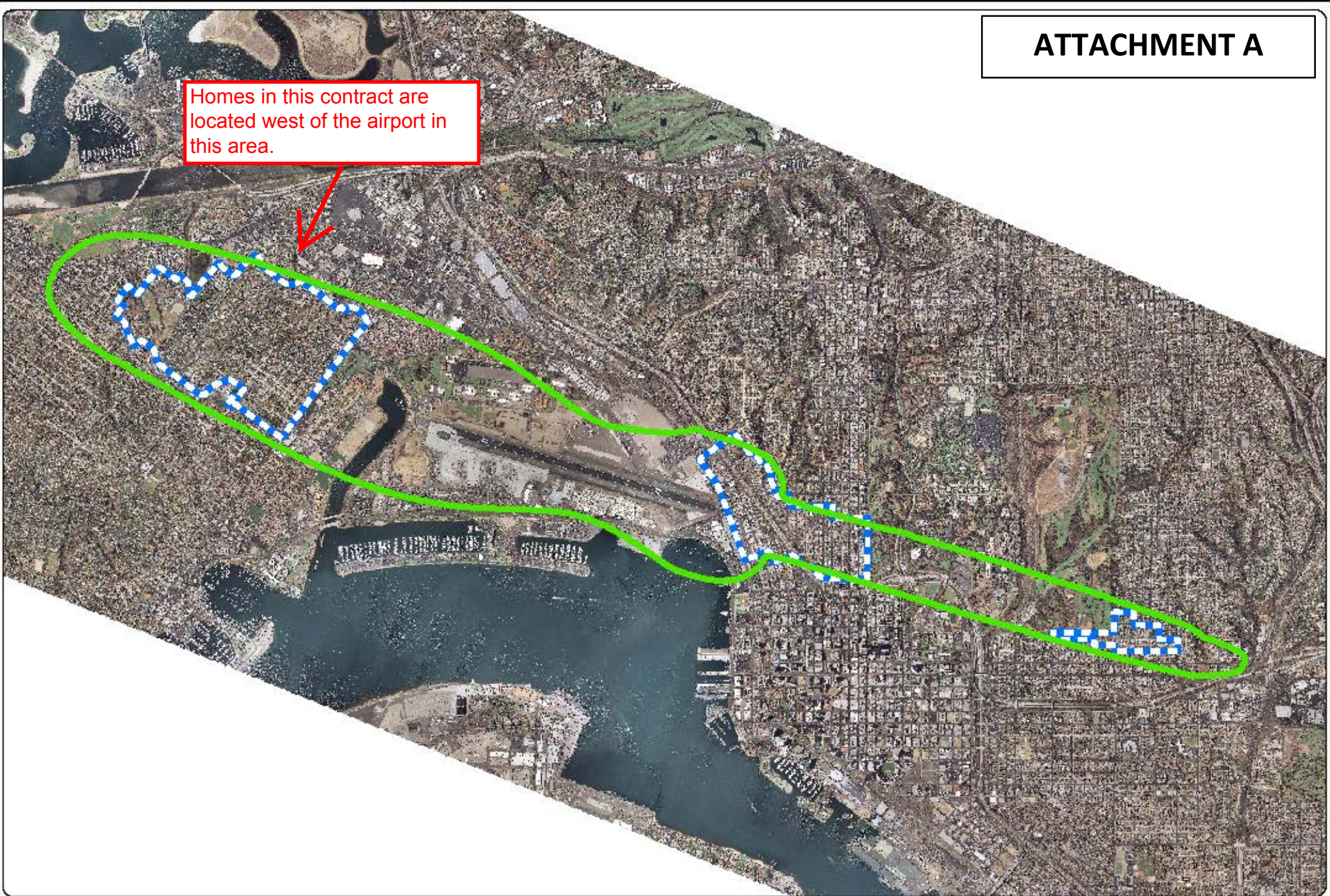
This project utilizes federal funds; therefore, it will be applied toward the Authority's overall DBE goal. Harry H. Joh Construction, Inc. proposed 89.74% DBE participation on QHP Phase 8, Group 12.

**Prepared by:**

KEITH WILSCHETZ  
DIRECTOR, AIRPORT PLANNING AND NOISE MITIGATION

# ATTACHMENT A

Homes in this contract are located west of the airport in this area.



Map Notes:  
Staff Report Attachment A

1 inch = 3,898 feet

### 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 380812

**TITLE: QUIETER HOME PROGRAM PROJECT NO. 380812**  
**BIDS OPENED: December 29, 2015, 2:00 p.m.**  
**ENGINEER'S ESTIMATE: \$778,656.00**

CONTRACTOR:				Harry H. Joh Construction				Alvarez Quality Construction, Inc.										
ADDRESS:				7303 Somerset Blvd, Paramount, CA 90723				921 Delaware St. Imperial Beach, CA 91932										
GUARANTEE OF GOOD FAITH:				International Fidelity Insurance Company				SureTec Insurance Company										
Res No.	Bid Item Number		Dwelling Units	Unit of Measure	General Construction (In Figures)	HVAC Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	HVAC Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)						
380810.06	Warner	2551 Worden Street, Common Area	1	Lump Sum	4,550.00	0.00	14,740.00	19,290.00	47,000.00	0.00	15,000.00	62,000.00						
380810.06	Warner	2551 Worden Street, Unit 1	1	Lump Sum	14,185.00	2,550.00	4,230.00	20,965.00	17,700.00	2,300.00	4,500.00	24,500.00						
380810.06	Warner	2551 Worden Street, Unit 2	1	Lump Sum	14,169.00	2,550.00	4,230.00	20,949.00	17,700.00	2,300.00	4,500.00	24,500.00						
380810.06	Warner	2551 Worden Street, Unit 3	1	Lump Sum	14,549.00	2,550.00	4,230.00	21,329.00	17,700.00	2,300.00	4,500.00	24,500.00						
380810.06	Warner	2551 Worden Street, Unit 4	1	Lump Sum	12,835.00	2,550.00	4,230.00	19,615.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2551 Worden Street, Unit 5	1	Lump Sum	12,873.00	2,550.00	4,230.00	19,653.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2551 Worden Street, Unit 6	1	Lump Sum	12,835.00	2,550.00	4,230.00	19,615.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2551 Worden Street, Unit 7	1	Lump Sum	11,844.00	2,350.00	4,230.00	18,424.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2551 Worden Street, Unit 8	1	Lump Sum	13,063.00	2,550.00	4,230.00	19,843.00	11,700.00	2,300.00	4,500.00	18,500.00						
380810.06	Warner	2551 Worden Street, Unit 9	1	Lump Sum	13,063.00	2,550.00	4,230.00	19,843.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2551 Worden Street, Unit 10	1	Lump Sum	11,844.00	2,350.00	4,230.00	18,424.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2551 Worden Street, Unit 11	1	Lump Sum	11,144.00	2,350.00	4,230.00	17,724.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2551 Worden Street, Unit 12	1	Lump Sum	12,610.00	2,350.00	4,230.00	19,190.00	17,700.00	2,300.00	4,500.00	24,500.00						
380810.06	Warner	2551 Worden Street, Unit 13	1	Lump Sum	15,896.00	2,850.00	4,230.00	22,976.00	17,700.00	2,300.00	4,500.00	24,500.00						
380810.06	Warner	2551 Worden Street, Unit 14	1	Lump Sum	14,169.00	2,550.00	4,230.00	20,949.00	17,700.00	2,300.00	4,500.00	24,500.00						
380810.06	Warner	2551 Worden Street, Unit 15	1	Lump Sum	14,663.00	2,550.00	4,230.00	21,443.00	17,700.00	2,300.00	4,500.00	24,500.00						
380810.06	Warner	2551 Worden Street, Unit 16	1	Lump Sum	13,546.00	2,550.00	4,230.00	20,326.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2551 Worden Street, Unit 17	1	Lump Sum	12,549.00	2,550.00	4,230.00	19,329.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2551 Worden Street, Unit 18	1	Lump Sum	12,521.00	2,850.00	4,230.00	19,601.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2551 Worden Street, Unit 19	1	Lump Sum	12,694.00	2,550.00	4,230.00	19,474.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2551 Worden Street, Unit 20	1	Lump Sum	10,644.00	2,350.00	4,230.00	17,224.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2552 Worden Street, Unit 21	1	Lump Sum	11,844.00	2,350.00	4,230.00	18,424.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2553 Worden Street, Unit 22	1	Lump Sum	11,444.00	2,350.00	4,230.00	18,024.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2554 Worden Street, Unit 23	1	Lump Sum	12,855.00	2,350.00	4,230.00	19,435.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2555 Worden Street, Unit 24	1	Lump Sum	11,369.00	2,350.00	4,230.00	17,949.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2556 Worden Street, Unit 25	1	Lump Sum	14,699.00	2,550.00	4,230.00	21,479.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2557 Worden Street, Unit 26	1	Lump Sum	14,699.00	2,550.00	4,230.00	21,479.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2558 Worden Street, Unit 27	1	Lump Sum	11,144.00	2,350.00	4,230.00	17,724.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2559 Worden Street, Unit 28	1	Lump Sum	11,144.00	2,350.00	4,230.00	17,724.00	13,700.00	2,300.00	4,500.00	20,500.00						
380810.06	Warner	2560 Worden Street, Unit 29	1	Lump Sum	12,058.00	2,350.00	4,230.00	18,638.00	17,700.00	2,300.00	4,500.00	24,500.00						
380810.06	Warner	2561 Worden Street, Unit 30	1	Lump Sum	9,214.00	2,350.00	4,230.00	15,794.00	13,700.00	2,300.00	4,500.00	20,500.00						
<b>Subtotal</b>								<b>\$602,856.00</b>	<b>Subtotal</b>								<b>\$707,000.00</b>	
								Allowance for Structural, HVAC, Electrical Repairs									Allowance for Structural, HVAC, Electrical Repairs	43,000.00
								Building and Utility Permits and Fees									Building and Utility Permits and Fees	54,000.00
								Allowance for 150 Required T-Shirts									Allowance for 150 Required T-Shirts	2,550.00
<b>TOTAL BID</b>								<b>\$702,406.00</b>	<b>TOTAL BID</b>								<b>\$806,550.00</b>	

Addendum 1 noted

Addendum 1 noted

Karabuild Development Inc.				S&L Specialty Contracting, Inc.			
17337 Ventura Blvd #25, Encino, CA 91316				315 S. Franklin Street, Syracuse, NY 13202			
The Guarantee Company of North America				Hartford Casualty Insurance Company			
General Construction (In Figures)	HVAC Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	HVAC Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)
14,919.00	0.00	11,240.00	26,159.00	13,000.00	0.00	3,000.00	16,000.00
22,781.00	2,208.00	3,930.00	28,919.00	17,000.00	3,000.00	3,000.00	23,000.00
20,932.00	2,208.00	3,930.00	27,070.00	15,000.00	3,000.00	3,000.00	21,000.00
23,657.00	2,208.00	3,930.00	29,795.00	17,000.00	3,000.00	3,000.00	23,000.00
21,049.00	2,208.00	3,930.00	27,187.00	14,000.00	3,000.00	3,000.00	20,000.00
20,849.00	2,208.00	3,930.00	26,987.00	14,000.00	3,000.00	4,000.00	21,000.00
22,449.00	2,208.00	3,930.00	28,587.00	14,000.00	3,000.00	4,000.00	21,000.00
19,090.00	2,208.00	3,930.00	25,228.00	12,000.00	3,000.00	4,000.00	19,000.00
22,649.00	2,208.00	3,930.00	28,787.00	14,000.00	3,000.00	4,000.00	21,000.00
27,449.00	2,208.00	3,930.00	33,587.00	14,000.00	3,000.00	4,000.00	21,000.00
19,190.00	2,208.00	3,930.00	25,328.00	11,000.00	3,000.00	4,000.00	18,000.00
19,582.00	2,208.00	3,930.00	25,720.00	10,000.00	3,000.00	4,000.00	17,000.00
21,749.00	2,208.00	3,930.00	27,887.00	13,000.00	3,000.00	3,000.00	19,000.00
26,186.00	2,208.00	3,930.00	32,324.00	18,000.00	3,000.00	3,000.00	24,000.00
20,932.00	2,208.00	3,930.00	27,070.00	15,000.00	3,000.00	3,000.00	21,000.00
27,231.00	2,208.00	3,930.00	33,369.00	17,000.00	3,000.00	3,000.00	23,000.00
22,397.00	2,208.00	3,930.00	28,535.00	14,000.00	3,000.00	3,000.00	20,000.00
22,716.00	2,208.00	3,930.00	28,854.00	13,000.00	3,000.00	3,000.00	19,000.00
21,116.00	2,208.00	3,930.00	27,254.00	12,000.00	3,000.00	4,000.00	19,000.00
20,997.00	2,208.00	3,930.00	27,135.00	14,000.00	3,000.00	4,000.00	21,000.00
20,767.00	2,208.00	3,930.00	26,905.00	16,000.00	3,000.00	4,000.00	23,000.00
18,690.00	2,208.00	3,930.00	24,828.00	12,000.00	3,000.00	4,000.00	19,000.00
18,583.00	2,208.00	3,930.00	24,721.00	11,000.00	3,000.00	4,000.00	18,000.00
19,827.00	2,209.00	3,930.00	25,966.00	13,000.00	3,000.00	4,000.00	20,000.00
18,507.00	2,209.00	3,930.00	24,646.00	11,000.00	3,000.00	4,000.00	18,000.00
24,579.00	2,209.00	3,930.00	30,718.00	16,000.00	3,000.00	4,000.00	23,000.00
24,978.00	2,209.00	3,930.00	31,117.00	16,000.00	3,000.00	4,000.00	23,000.00
18,282.00	2,209.00	3,930.00	24,421.00	11,000.00	3,000.00	3,000.00	17,000.00
18,282.00	2,209.00	3,930.00	24,421.00	11,000.00	3,000.00	3,000.00	17,000.00
20,448.00	2,209.00	3,930.00	26,587.00	13,000.00	3,000.00	3,000.00	19,000.00
16,099.00	2,209.00	3,930.00	22,238.00	6,000.00	3,000.00	3,000.00	12,000.00
<b>Subtotal</b>			<b>\$852,350.00</b>	<b>Subtotal</b>			<b>\$616,000.00</b>
Allowance for Structural, HVAC, Electrical Repairs			41,000.00	Allowance for Structural, HVAC, Electrical Repairs			41,000.00
Building and Utility Permits and Fees			54,000.00	Building and Utility Permits and Fees			54,000.00
Allowance for 150 Required T-Shirts			2,550.00	Allowance for 150 Required T-Shirts			2,550.00
<b>TOTAL BID</b>			<b>\$949,900.00</b>	<b>TOTAL BID</b>			<b>\$713,550.00</b>

Addendum 1 noted

Addendum 1 noted

RESOLUTION NO. 2016-0011

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AWARDING A CONTRACT TO HARRY H. JOH CONSTRUCTION, INC., IN THE AMOUNT OF \$702,406, FOR PHASE 8, GROUP 12, PROJECT NO. 380812, OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY'S 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 8, Group 12, of the Program will include installation of new acoustical windows, doors, insulation, and ventilation improvements to reduce aircraft-related noise levels inside 31 non-historic multi-family units on one residential property located west of the Airport; and

WHEREAS, the Authority issued a Bid Solicitation Package for Phase 8, Group 12, on November 24, 2015; and

WHEREAS, on December 29, 2015, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the low bidder Harry H. Joh Construction, Inc., submitted a bid of \$702,406; and the Authority's staff has duly considered the bid and has determined Harry H. Joh 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 Harry H. Joh Construction, Inc., the lowest bidder, the contract for Phase 8, Group 12, 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 Harry H. Joh Construction, Inc., in the amount of \$702,406, for Phase 8, Group 12, Project No. 380812, of the San Diego County Regional Airport Authority's 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 Harry H. Joh 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 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 18<sup>th</sup> day of February, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



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

**Item No.  
13**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

**Approve and Authorize the President/CEO to Execute a Fifth Amendment to Increase the Duration of the Austin-Sundt Joint Venture Agreement, for Rental Car Center Project**

**Recommendation:**

Adopt Resolution No. 2016-0012, approving and authorizing the President/CEO to execute a Fifth Amendment to the Austin-Sundt Joint Venture Construction Manager at-Risk Agreement, increasing the agreement duration from 1,288 days to 1,382 days.

**Background/Justification:**

On September 6, 2012, the San Diego County Regional Airport Authority ("Authority") Board authorized the President/CEO to award and execute a Construction Manager at-Risk (CMAR) agreement with Austin-Sundt Joint Venture ("ASJV") for the Rental Car Center ("RCC"). A Notice to Proceed was issued to ASJV on September 17, 2012, with a contract time of 1,109 days and a final contract completion date of October 1, 2015.

On July 11, 2013, the Board authorized the President/CEO to increase the ASJV CMAR agreement time to allow for a construction substantial completion date of October 31, 2015, and a facility opening date of January 20, 2016. The final contract completion date was set at December 30, 2015, sixty-days after substantial completion, for a contract time of 1,199 days.

During construction of the RCC, the Authority requested ASJV to perform additional work that included upgrades to the flooring in the customer cores, infrastructure upgrades to support tenants, and additional painting. The additional work, along with coordination related to tenant buildouts, caused the project substantial completion date to be extended to December 31, 2015, and delayed the start of closeout. On December 17, 2015, the President/CEO, in accordance with Board Policy 5.04 (4) (b) (iii) executed a Change Order with ASJV that increased the contract time by 89 days, resulting in a final contract completion date of March 28, 2016, and a contract time of 1,288 days.

The RCC has been operational since January 20, 2016. ASJV is currently completing commissioning and punchlist items associated with the project. In addition, the Authority has requested that ASJV perform additional work related to upgrades identified at the completion of construction and after the start of operations. This additional work includes, but is not limited to, upgrades to wayfinding signage, completion of site work at the ASJV staging area, and lighting enhancements. This additional work will require ASJV to keep additional staff on the project and will delay the completion of closeout. It



**Page 2 of 3**

is anticipated that this work can be completed within the current program budget and will require 94 additional days to be added to the contract, resulting in a contract completion date of June 30, 2016.

Pursuant to Authority Policy 5.02 (4)(b)(iii) Board approval is required to authorize the President/CEO to execute change orders increasing the contract time for completion beyond 90 days.

**Fiscal Impact:**

Adequate funds for the Agreement with Austin-Sundt Joint Venture are included within the Board approved FY2016-FY2020 Capital Program Budget in Project No. 104151 Rental Car Center. Sources of funding for this project included Customer Facility Charges and special Facility Bonds (funded with Customer 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. The Rental Car Center facility project was evaluated subject to the CEQA, Pub. Res. Code Section 21065 as a project component of the San Diego International Airport Master Plan Final Environmental Impact Report (SCH #2005091105; SDCRAA #EIR-0601) certified May 1, 2008 and the North Side Improvements Final Supplemental Environmental Impact Report (also SCH #2005091105; SDCRAA #EIR-10-01) certified by the San Diego County Regional Airport Authority on September 1, 2011.
- B. The Rental Car Center facility project required review by the California Coastal Commission in accordance with the California Coastal Act. An application for a coastal development permit was submitted to the California Coastal Commission and CDP#6-13-011 was approved on August 14, 2013.

**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 prime joint venture contract with Austin Sundt, however, Austin Sundt has committed to working with the Airport Authority to maximize participation by small, local and historically underrepresented businesses on this project.

**Prepared by:**

ROBERT BOLTON  
DIRECTOR, AIRPORT DESIGN & CONSTRUCTION

RESOLUTION NO. 2016-0012

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A FIFTH AMENDMENT TO THE AUSTIN-SUNDT JOINT VENTURE CONSTRUCTION MANAGER AT-RISK AGREEMENT, INCREASING THE AGREEMENT DURATION FROM 1,288 DAYS TO 1,382 DAYS

WHEREAS, on September 6, 2012, the San Diego County Regional Airport Authority (“Authority”) Board authorized the President/CEO to award and execute a Construction Manager at-Risk (CMAR) agreement with Austin-Sundt Joint Venture (“ASJV”) for the Rental Car Center (“RCC”); and

WHEREAS, a Notice to Proceed was issued to ASJV on September 17, 2012, with a contract time of 1,109 days and a final contract completion date of October 1, 2015; and

WHEREAS, on July 11, 2013, the Board authorized the President/CEO to increase the ASJV CMAR agreement time to allow for a construction substantial completion date of October 31, 2015, and a facility opening date of January 20, 2016; and

WHEREAS, the final contract completion date was set at December 30, 2015, sixty-days after substantial completion, for a contract time of 1,199 days; and

WHEREAS, during construction of the RCC, the Authority requested ASJV to perform additional work that included upgrades to the flooring in the customer cores, infrastructure upgrades to support tenants, and additional painting; and

WHEREAS, the additional work along with coordination related to tenant buildouts, caused the project substantial completion date to be extended to December 31, 2015, and delayed the start of closeout; and

WHEREAS, on December 17, 2015, the President/CEO, in accordance with Board Policy 5.04 (4) (b) (iii) executed a Change Order with ASJV that increased the RCC contract time by 89 days, resulting in a final contract completion date of March 28, 2016, and a contract time of 1,288 days; and

WHEREAS, the RCC has been operational since January 20, 2016, and ASJV is currently completing commissioning and punchlist items associated with the project; and

WHEREAS, the Authority has requested that ASJV perform additional work related to upgrades identified at the completion of construction and after the start of operations; and

WHEREAS, this additional work includes, but is not limited to, upgrades to wayfinding signage, completion of site work at the ASJV staging area, and lighting enhancements; and

WHEREAS, the additional work will require ASJV to keep additional staff on the project and will delay the completion of closeout; and

WHEREAS, it is anticipated that this work can be completed within the current program budget and will require 94 additional days to be added to the contract, resulting in a contract completion date of June 30, 2016; and

WHEREAS, pursuant to Authority Policy 5.02 (4)(b)(iii) Board approval is required to authorize the President/CEO to execute change orders increasing the contract time for completion beyond 90 days.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a Fifth Amendment to the Austin-Sundt Joint Venture Construction Manager at-Risk agreement, increasing the agreement duration from 1,288 days to 1,382 days; and

BE IT FURTHER RESOLVED that the Board finds that this Board action is for a project that was evaluated subject to the CEQA, Pub. Res. Code Section 21065 as a project component of the San Diego International Airport Master Plan Final Environmental Impact Report (SCH #2005091105; SDCRAA #EIR-0601) certified May 1, 2008 and the North Side Improvements Final Supplemental Environmental Impact Report (also SCH #2005091105; SDCRAA #EIR-10-01) certified by the San Diego County Regional Airport Authority on September 1, 2011; and required review by the California Coastal Commission in accordance with the California Coastal Act. An application for a coastal development permit was submitted to the California Coastal Commission and CDP#6-13-011 was approved on August 14, 2013.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 18<sup>th</sup> day of February, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



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

**Item No.  
14**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

**Grant an Electrical Easement to the City of San Diego**

**Recommendation:**

Adopt Resolution No. 2016-0013, authorizing the President/CEO to negotiate and execute an electrical easement with the City of San Diego.

**Background/Justification:**

The Terminal Link Road ("TLR") project was a key component for the development of the north side of San Diego International Airport ("Airport"). The TLR project included the construction of a perimeter road, Admiral Boland Way, from the Rental Car Center that merged with North Harbor Drive via an additional lane. The TLR project also relocated the existing triturator facility, the jet blast deflector; improved two signalized intersections and constructed a new signalized intersection along North Harbor Drive.

On October 2, 2014 the Board approved Resolution No. 2014-0099 granting a 49,658 square-foot electrical easement to the City of San Diego ("City") that covered all three signalized intersections along North Harbor Drive. The installation of a video camera to detect vehicles leaving the parking lot was planned at the intersection of North Harbor Drive and Rent-A-Car Access Road. Because of technical difficulties with the existing conduit for the planned video camera system, a ground loop detector system was installed instead on Airport property.

The installation of the loop detector system necessitates that an electrical easement ("Easement") be granted to the City of San Diego for approximately 876 square-foot of area as depicted in Exhibit "A". The Easement provides the City the right to maintain, operate, and repair public electrical infrastructure at its cost, including any and all appurtenances thereto, together with the right of ingress and egress along the easement area.

The term for the Easement will be conterminous with the term of the Lease between San Diego County Regional Airport Authority ("Authority") and the San Diego Unified Port District which expires December 31, 2069. The Easement may only be terminated earlier pursuant to the provisions set forth in the California Streets and Highway Code and the City's Municipal Code.

**Fiscal Impact:**

The Easement does not provide for monetary consideration to be paid to or by the Authority. Therefore, there is no direct fiscal impact.

**Authority Strategies:**

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

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

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

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

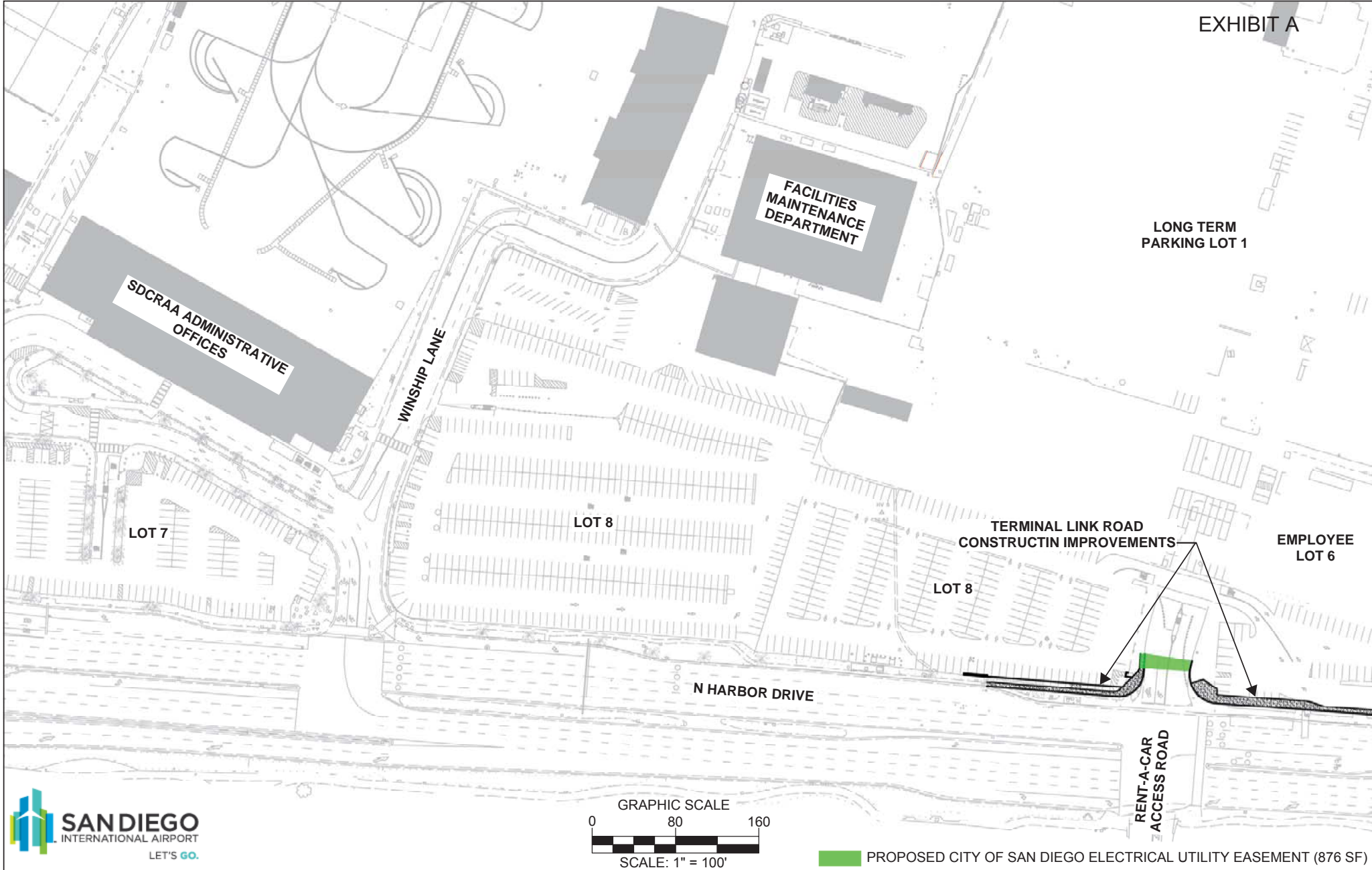
**Application of Inclusionary Policies:**

Not Applicable

**Prepared by:**

SUSAN C. DIEKMAN  
REAL ESTATE MANAGER

EXHIBIT A



LONG TERM  
PARKING LOT 1

SDCRAA ADMINISTRATIVE  
OFFICES

FACILITIES  
MAINTENANCE  
DEPARTMENT

WINSHIP LANE

LOT 7

LOT 8

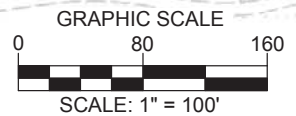
LOT 8

EMPLOYEE  
LOT 6

TERMINAL LINK ROAD  
CONSTRUCTION IMPROVEMENTS

N HARBOR DRIVE

RENT-A-CAR  
ACCESS ROAD



PROPOSED CITY OF SAN DIEGO ELECTRICAL UTILITY EASEMENT (876 SF)



RESOLUTION NO. 2016-0013

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY AUTHORIZING THE PRESIDENT/CEO  
TO NEGOTIATE AND EXECUTE AN ELECTRICAL  
EASEMENT WITH THE CITY OF SAN DIEGO

WHEREAS, the San Diego County Regional Airport Authority (“Authority”) currently leases Airport property from the San Diego Unified Port District (“Port”) pursuant to that certain Lease dated January 1, 2005, and bearing Authority Document No. LE-0286; and

WHEREAS, paragraph 4 in said Lease specifies that Authority may, at its own expense, make alterations or changes, or cause to be made, built, installed, or remove any structures, machines, appliances, utilities, signs, or other improvements necessary or desirable for the authorized use of the Leased Airport without the approval of the Port; and

WHEREAS, the Terminal Link Road (“TLR”) project included the construction of a perimeter road, Admiral Boland Way, from the Rental Car Center that merged with North Harbor Drive via an additional lane and improved two signalized intersections and constructed a new signalized intersection along North Harbor Drive; and

WHEREAS, the signalized intersection will require an electrical loop detector system that includes electrical wiring, conduit, and pull boxes to serve the signal equipment which necessitates that an electrical easement (“Easement”) be granted to the City of San Diego (“City”); and

WHEREAS, the Easement is necessary to allow the City the right to construct, reconstruct, maintain, operate and repair electrical infrastructure at its costs, including any and all appurtenances thereto, together with the right to ingress and egress along the easement areas; and

WHEREAS, the term of the Easement will be conterminous with the term of the Lease between the Authority and the San Diego Unified Port District; and

WHEREAS, the Easement may only be terminated earlier pursuant to California Streets and Highway Code and the City’s Municipal Code.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board hereby authorizes the President/CEO to negotiate and execute an electrical easement with the City of San Diego; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 18<sup>th</sup> day of February, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



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

Item No.  
**15**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

**Approve and Authorize Consent to a Hangar Sublease Agreement**

**Recommendation:**

Adopt Resolution No. 2016-0014, authorizing the President/CEO to negotiate and consent to a Hangar Sublease Agreement between Landmark Aviation GSO-SAN, LLC and MedImpact Aviation Hanger, LLC with a term of ten-years with two additional terms of five-years each.

**Background/Justification:**

On February 19, 2012, the Board adopted Resolution 2012-0019 granting a 37-year lease ("Master Lease") to Landmark Aviation GSO-SAN, LLC ("Landmark") to develop a full-service, corporate and general aviation Fixed Base Operator ("FBO") facility on the north side of San Diego International Airport. The Master Lease covers approximately 12.4 acres of land upon which Landmark designed, financed and constructed a \$39 million LEED platinum certified facility. Landmark opened its new facility on August 1, 2014.

Landmark negotiated a Hangar Sublease Agreement ("Sublease Agreement") with MedImpact Aviation Hanger, LLC ("MedImpact") for the purposing of leasing an office and hanger number 3 at the FBO facility. The Sublease Agreement is a sublease to the Master Lease. MedImpact headquarters is located in San Diego and provides pharmacy benefit management services to Medicare, Medicaid and State and Local governments. The term of the Sublease Agreement is ten-years (10) with the option to extend the Sublease Agreement for two successive additional terms of five-years (5) each.

In accordance with San Diego Regional Airport Authority ("Authority") Leasing Policy, Section 6.01, the Authority's President/CEO shall bring all proposed subleases exceeding five years in duration to the Board for its prior consent.

**Fiscal Impact:**

The Consent to Sublease does not provide for monetary consideration to be paid to or by the Authority. Therefore, there is no direct fiscal impact.

**Authority Strategies:**

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

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

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

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

**Application of Inclusionary Policies:**

Not Applicable

**Prepared by:**

SUSAN C. DIEKMAN  
REAL ESTATE MANAGER

RESOLUTION NO. 2016-0015

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE A CONSENT TO ASSIGNMENT WITH BBA AVIATION PLC

WHEREAS, the Board granted a 37-year lease ("Master Lease") to Landmark Aviation GSO-SAN, LLC ("Landmark GSO-SAN") to develop a full-service corporate and general aviation Fixed Base Operator ("FBO") facility on the north side of the San Diego International Airport; and

WHEREAS, Landmark GSO-SAN opened its new FBO facility on August 1, 2014; and

WHEREAS, BBA Aviation PLC ("BBA") acquired Landmark Aviation and its subsidiaries on February 5, 2016 and the FBO will be rebranded Signature Flight Support; and

WHEREAS, BBA US Holdings, Inc. will become the new guarantor for Landmark GSO-SAN under the Master Lease; and

WHEREAS, BBA US Holdings, Inc. owns 100% of Signature Flight Support Corporation; Signature Flight Support Acquisition Co., LLC which indirectly owns 100% of Landmark Aviation FBO Holdings, LLC and ultimately Landmark Aviation GSO-SAN, LLC (current lessee); and

WHEREAS, in accordance with Leasing Policy, Section 6.01, the President/CEO shall bring all proposed assignments of leasehold interests with a remaining term exceeding five (5) years in duration to the Board for its prior consent.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board hereby approves and authorizes the President/CEO to negotiate and execute a Consent to Assignment with BBA Aviation PLC; and

BE IT FURTHER RESOLVED that Board hereby approves BBA US Holdings, Inc. to guarantee the performance of the Landmark GSO-SAN under the Master Lease; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 18<sup>th</sup> day of February, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



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

Item No.  
**16**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

**Approve and Authorize a Consent to Assignment with BBA Aviation PLC**

**Recommendation:**

Adopt Resolution No. 2016-0015, approving and authorizing the President/CEO to negotiate and execute a Consent to Assignment with BBA Aviation PLC.

**Background/Justification:**

On February 19, 2012, the Board adopted Resolution 2012-0019 granting a 37-year lease ("Master Lease") to Landmark Aviation GSO-SAN, LLC ("Landmark GSO-SAN") to develop a full-service, corporate and general aviation Fixed Base Operator ("FBO") facility on the north side of San Diego International Airport. As part of the Master Lease, the San Diego County Regional Airport Authority ("Authority") required a Guaranty. The Guarantor is Landmark Aviation FBO Holdings, LLC ("Landmark Holdings"). The Master Lease covers approximately 12.4 acres of land upon which Landmark designed, financed and constructed a \$39 million LEED platinum certified facility. Landmark opened its new facility on August 1, 2014.

In October of 2015, BBA Aviation PLC ("BBA"), a British multinational aviation service company headquartered in London, announced the acquisition of Landmark Aviation and its subsidiaries. On February 5, 2016, BBA completed its \$2.1 billion acquisition of Landmark Aviation. In the coming months, the FBO will be renamed as Signature Flight Support.

Landmark GSO-SAN will remain the operating legal entity and will continue to be the Lessee under the Master Lease with the Authority, but the operating name will be rebranded to Signature Flight Support. The Master Lease will have a new guarantor, BBA US Holdings, Inc., which is a subsidiary of BBA and the ultimate entity registered in the United States owning all of the interests in and to Signature Flight Support Acquisition, Co., LLC; Signature Flight Support Corporation; Landmark Aviation FBO Holdings, LLC and Landmark Aviation GSO-SAN, LLC. BBA US Holdings, Inc. has enough assets to protect the Authority if Landmark GSO-SAN becomes insolvent.

In accordance with Authority Leasing Policy, Section 6.01, the Authority's President/CEO shall bring all proposed assignments of leasehold interests with a remaining term exceeding five years in duration to the Board for its prior consent.

**Fiscal Impact:**

The Consent to Assignment does not provide for monetary consideration to be paid to or by the Authority. Therefore, there is no direct fiscal impact.

**Authority Strategies:**

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

Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

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

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

**Application of Inclusionary Policies:**

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

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

Per 49 CFR Subpart 23.3, "The conduct of an aeronautical activity is not considered a concession for purposes of this subpart. Aeronautical activities include scheduled and non-scheduled air carriers, air taxis, air charters, and air couriers, in their normal passenger or freight carrying capacities; fixed base operators; flight schools; recreational service providers (e.g., sky-diving, parachute-jumping, flying guides); and air tour services." Since this agreement is for a fixed base operator, it does not apply toward the Authority's overall ACDBE goal.

**Prepared by:**

SUSAN C. DIEKMAN  
REAL ESTATE MANAGER



RESOLUTION NO. 2016-0015

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE A CONSENT TO ASSIGNMENT WITH BBA AVIATION PLC

WHEREAS, the Board granted a 37-year lease ("Master Lease") to Landmark Aviation GSO-SAN, LLC ("Landmark GSO-SAN") to develop a full-service corporate and general aviation Fixed Base Operator ("FBO") facility on the north side of the San Diego International Airport; and

WHEREAS, Landmark GSO-SAN opened its new FBO facility on August 1, 2014; and

WHEREAS, BBA Aviation PLC ("BBA") acquired Landmark Aviation and its subsidiaries on February 5, 2016 and the FBO will be rebranded Signature Flight Support; and

WHEREAS, BBA US Holdings, Inc. will become the new guarantor for Landmark GSO-SAN under the Master Lease; and

WHEREAS, BBA US Holdings, Inc. owns 100% of Signature Flight Support Corporation; Signature Flight Support Acquisition Co., LLC which indirectly owns 100% of Landmark Aviation FBO Holdings, LLC and ultimately Landmark Aviation GSO-SAN, LLC (current lessee); and

WHEREAS, in accordance with Leasing Policy, Section 6.01, the President/CEO shall bring all proposed assignments of leasehold interests with a remaining term exceeding five (5) years in duration to the Board for its prior consent.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board hereby approves and authorizes the President/CEO to negotiate and execute a Consent to Assignment with BBA Aviation PLC; and

BE IT FURTHER RESOLVED that Board hereby approves BBA US Holdings, Inc. to guarantee the performance of the Landmark GSO-SAN under the Master Lease; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 18<sup>th</sup> day of February, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



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

Item No.  
**17**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

**Approve and Authorize the President/CEO to Execute an Agreement with Merriwether & Williams Insurance Services to Provide Consulting Services for the Bond and Contract Financing Services Program**

**Recommendation:**

Adopt Resolution No. 2016-0016, approving and authorizing the President/CEO to execute an agreement with Merriwether & Williams Insurance Services to provide Bond and Contract Finance Consulting Services for a three (3) year term with two (2) one-year extension options for a maximum amount payable of \$1,250,000.

**Background/Justification:**

An agreement for a three year term was executed on January 7, 2011 with Merriwether & Williams Insurance Services, expiring March 9, 2016 to establish and administer a program to assist small businesses in meeting bond and contract finance requirements.

To date, the Bond and Contract Financing Assistance Program has;

- Interviewed 337 businesses,
- Enrolled 130 participating businesses,
- Facilitated the issuance of \$69 million in bid bonds permitting 64 additional bids to be submitted that would otherwise not have qualified to bid on construction opportunities at the Airport,
- Resulted in 20 of those 64 additional bidders being the successful bidder, representing a combined total of \$11.3 million in bonding,
- Produced cost savings from the program on those 20 successful bids of \$862,492, and
- Conducted 120 workshops with over 2,711 attendees.

On December 15, 2015, the Authority released a Request for Proposals ("RFP") for consulting services to continue operation of the existing Bond and Contract Financing Assistance Program. Responses to the RFP were due on January 15, 2016.

The two respondents to the RFP were:

1. Merriwether & Williams Insurance Services, and
2. Capital Access

Both respondents were interviewed and evaluated according to the criteria shown in the scoring matrix below:

Scoring Matrix

<b>Firms</b>	<b>Panelist 1</b>	<b>Panelist 2</b>	<b>Panelist 3</b>	<b>Panelist 4</b>	<b>Total</b>	<b>Rank</b>
Capital Access	2	2	2	2	8	2
Merriwether & Williams	1	1	1	1	4	1

<b>Combined Scores</b>	<b>SB Preference</b>	<b>Cost / Fees</b>	<b>Organizational Experience &amp; Skill</b>	<b>Primary Staff</b>	<b>Work Plan</b>	<b>Total</b>
Capital Access	200	0	575	550	665	1990
Merriwether & Williams	200	600	925	850	1155	3730

As a result of the evaluation process, the Airport Authority selected Merriwether & Williams Insurance Services because the firm presented the most comprehensive program, successful track record and experience in providing for the operation and administration of a bond and contract financing assistance program.

The proposed agreement will have a three (3) year term with two (2) one-year options to renew, executable at the President/CEO's discretion. The maximum amount payable under the agreement will not exceed one million, two hundred and fifty thousand (\$1,250,000).

**Fiscal Impact:**

Adequate funding for the Bond and Contract Finance Assistance Program services agreement is included in the adopted FY 2016 and conceptually approved FY 2017 Operating Expense Budgets within the Services – Other Professional line item.

**Authority Strategies:**

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

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

**Environmental Review:**

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

**Application of Inclusionary Policies:**

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

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

In accordance to Policy 5.12, the recommended firm Merriwether & Williams Insurance Services received 5% small business preference.

**Prepared by:**

CHRISTINE PHAM  
PROGRAM COORDINATOR, SMALL BUSINESS DEVELOPMENT

RESOLUTION NO. 2016-0016

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH MERRIWETHER & WILLIAMS INSURANCE SERVICES TO PROVIDE CONSULTING SERVICES FOR THE BOND AND CONTRACT FINANCING SERVICES PROGRAM FOR A THREE (3) YEAR TERM WITH TWO (2), ONE YEAR EXTENSION OPTIONS FOR A MAXIMUM AMOUNT PAYABLE OF \$1,250,000

WHEREAS, the Authority requires professional bond and contract financing assistance consulting services necessary to facilitate the continuation of the Bond and Contract Financing Services Program (“Program”), and

WHEREAS, the Airport Authority issued a Request for Proposals (“RFP”) for Bond and Contract Financing Assistance Program consulting services; and

WHEREAS, the following two (2) consulting firms submitted proposals in response to the RFP: (1) Merriwether & Williams Insurance Services, and (2) Capital Access; and

WHEREAS, each respondent was interviewed; and

WHEREAS, Merriwether & Williams Insurance Services received the highest scores by demonstrating the requisite experience in all areas to provide program services and advice to the Airport Authority and program participants.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute an agreement with Merriwether & Williams Insurance Services to provide consulting services for the Bond and Contract Finance Consulting Services Program for a term of three (3) years with two (2), one-year extension options, executable at the discretion of the President/CEO, for a maximum amount payable of \$1,250,000 with such minor changes or modifications as the Authority’s President/CEO (or designee) may deem to be in the best interest of the Authority and the public that it serves; and

BE IT FURTHER RESOLVED, that the Authority’s President and Chief Executive Officer (or designee) hereby is authorized the prepare, execute and deliver the agreement for Bond and Contract Financing Assistance consulting services; 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 by the Board that it finds that this Board action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 18<sup>th</sup> day of February, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

---

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

APPROVED AS TO FORM:

---

BRETON K. LOBNER  
GENERAL COUNSEL



**SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY**

Meeting Date: **FEBRUARY 18, 2016**

**Subject:**

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

**Recommendation:**

For information only.

**Background/Justification:**

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

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

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

**Fiscal Impact:**

Funds for Business and Travel expenses are included in the FY 2015-2016 Budget.

**Authority Strategies:**

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

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy



**Environmental Review:**

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

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

TONY RUSSELL  
DIRECTOR, CORPORATE & INFORMATION GOVERNANCE/AUTHORITY CLERK

# **TRAVEL REQUEST**

**THELLA F. BOWENS**

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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

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

**2. DATE OF REQUEST:** 1/28/16 **PLANNED DATE OF DEPARTURE/RETURN:** 2/24/16 / 2/25/16

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

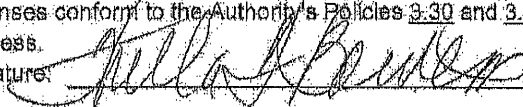
Destination: Washington, DC Purpose: Meeting with Federal Executive and Legislative Staff Re: CBP Issues (DOT/DOS)  
Explanation: \_\_\_\_\_

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ 800.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 100.00
B. LODGING	\$ 250.00
C. MEALS	\$ 100.00
D. SEMINAR AND CONFERENCE FEES	\$
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 1300.00</b>

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

Travelers Signature:  Date: 1/28/16

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

By my signature below, I certify the following:

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

Administrator's Signature:  Date: 1.28.16

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

I, \_\_\_\_\_ hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its \_\_\_\_\_ meeting.  
(Leave blank and we will insert the meeting date.)

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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

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

2. DATE OF REQUEST: 1/12/16 PLANNED DATE OF DEPARTURE/RETURN: 4/3/16 / 4/6/16

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

Destination: Orlando, FL Purpose: Attend ACI-NA Business of Airports Conference  
 Explanation: \_\_\_\_\_

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

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ 650.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 100.00
<b>B. LODGING</b>	\$ 700.00
<b>C. MEALS</b>	\$ 250.00
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ 820.00
<b>E. ENTERTAINMENT (If applicable)</b>	\$
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<u>\$ 2570.00</u>

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

Travelers Signature: *Thella Bowens* Date: 1/13/2016

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

By my signature below, I certify the following:

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

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

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

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

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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

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

2. DATE OF REQUEST: 1/25/16 PLANNED DATE OF DEPARTURE/RETURN: 4/13/16 / 4/18/16

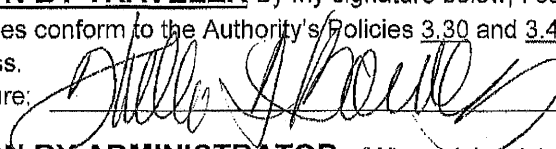
**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Gold Coast, Australia Purpose: Attend ACI World Governing Board and ACI Fund Meeting  
Explanation: \_\_\_\_\_

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

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ 10145.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 100.00
<b>B. LODGING</b>	\$ 900.00
<b>C. MEALS</b>	\$ 400.00
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$
<b>E. ENTERTAINMENT (If applicable)</b>	\$
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<u>\$ 11595.00</u>

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

Travelers Signature:  Date: 1/28/16

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

By my signature below, I certify the following:

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

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

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

I, \_\_\_\_\_, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its \_\_\_\_\_ meeting.  
(Leave blank and we will insert the meeting date.)

**MARK BURCHYETT**

**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: Mark Burchyett Dept: 016

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

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

**2. DATE OF REQUEST:** 2/3/2016 **PLANNED DATE OF DEPARTURE/RETURN:** 5/21/2016 / 5/25/2016

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

Destination: Austin, Texas Purpose: 2016 Association of Local Govt Conference  
Explanation:

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 400
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 280

B. LODGING \$ 540

C. MEALS \$ 200

D. SEMINAR AND CONFERENCE FEES \$ 450

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

F. OTHER INCIDENTAL EXPENSES \$ 100

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 1,970

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

Travelers Signature:  Date: 2/3/16

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

By my signature below, I certify the following:

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

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

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

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



# **TRAVEL EXPENSE**

**THELLA F. BOWENS**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**TRAVEL EXPENSE REPORT**

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

TRAVELER: Thella F. Bowers DEPT. NAME & NO. Executive Office/BU 6  
 DEPARTURE DATE: 1/7/2016 RETURN DATE: 1/11/2016 REPORT DUE: 2/10/16  
 DESTINATION: Mauí, HI

*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																					
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTALS														
		1/10/16	1/11/16			1/7/16	1/8/16	1/9/16															
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$539.00								0.00														
Conference Fees (provide copy of flyer/registration expenses)									0.00														
Rental Car*		167.87							167.87														
Gas and Oil*		5.00							5.00														
Garage/Parking*									0.00														
Mileage - attach mileage form*									0.00														
Taxi and/or Shuttle Fare (include tips pd.)*									0.00														
Hotel*	\$709.98					354.99	354.99		709.98														
Telephone, Internet and Fax*									0.00														
Laundry*									0.00														
Tips - separately paid (maids, bellhop, other hotel srvs.)									0.00														
Meals (include tips pd.)	Breakfast*	7.00				37.50	37.50		82.00														
	Lunch*	21.42	25.88						47.30														
	Dinner*	63.56						20.66	84.22														
	Other Meals*								0.00														
<i>Alcohol is a non-reimbursable expense</i>																							
Hospitality <sup>1</sup> *									0.00														
Miscellaneous:									0.00														
									0.00														
									0.00														
*Provide detailed receipts									0.00														
<b>Total Expenses prepaid by Authority</b>	<b>1,248.98</b>	<b>91.98</b>	<b>198.75</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>392.49</b>	<b>413.15</b>	<b>1,096.37</b>														
Explanation:		<table border="1"> <tr> <td>Total Expenses Prepaid by Authority</td> <td>1,248.98</td> </tr> <tr> <td>Total Expenses Incurred by Employee (including cash advances)</td> <td>1,096.37</td> </tr> <tr> <td><b>Grand Trip Total</b></td> <td><b>2,345.35</b></td> </tr> <tr> <td>Less Cash Advance (attach copy of Authority ck)</td> <td></td> </tr> <tr> <td>Less Expenses Prepaid by Authority</td> <td>1,248.98</td> </tr> <tr> <td><b>Due Traveler (positive amount)<sup>2</sup></b></td> <td></td> </tr> <tr> <td><b>Due Authority (negative amount)<sup>3</sup></b></td> <td><b>1,096.37</b></td> </tr> </table> <p align="center"><i>Note: Send this report to Accounting even if the amount is \$0.</i></p>								Total Expenses Prepaid by Authority	1,248.98	Total Expenses Incurred by Employee (including cash advances)	1,096.37	<b>Grand Trip Total</b>	<b>2,345.35</b>	Less Cash Advance (attach copy of Authority ck)		Less Expenses Prepaid by Authority	1,248.98	<b>Due Traveler (positive amount)<sup>2</sup></b>		<b>Due Authority (negative amount)<sup>3</sup></b>	<b>1,096.37</b>
Total Expenses Prepaid by Authority	1,248.98																						
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<b>Due Traveler (positive amount)<sup>2</sup></b>																							
<b>Due Authority (negative amount)<sup>3</sup></b>	<b>1,096.37</b>																						
<sup>1</sup> Give names and business affiliations of any persons whose meals were paid by traveler. <sup>2</sup> Prepare Check Request <sup>3</sup> Attach personal check payable to SDCRAA																							

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

Prepared By: Kim Ayers Ext.: 2447  
 Traveler Signature: Thella F. Bowers Date: 1/28/16  
 Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

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

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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

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

**2. DATE OF REQUEST:** 8/20/15 **PLANNED DATE OF DEPARTURE/RETURN:** 1/8/16 / 1/11/16

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

Destination: Maul, HI Purpose: Attend AAAE Policy Review Committee and Board Meeting  
Explanation: NOTE: Per AAAE policy, airfare and hotel expenses are reimbursable for one meeting per year.

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ 600.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 250.00
B. LODGING	\$ 1500.00
C. MEALS	\$ 400.00
D. SEMINAR AND CONFERENCE FEES	\$ 710.00
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 3510.00</b>

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

Travelers Signature: *Thella F. Bowens* Date: 24 Aug 2015

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

By my signature below, I certify the following:

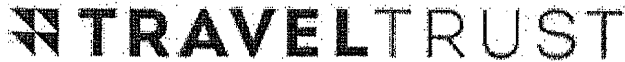
1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the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

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

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

I, Lorraine Bennett, Asst. Authority Clerk II, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its September 8, 2015 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

**ADD TO OUTLOOK**

Wednesday, 6JAN 2016 12:23 PM EST

**Passengers:** THELLA BOWENS (06)

Agency Reference Number: EIGKGN


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

United Airlines Confirmation IBHNCB


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

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

FLIGHT  
 CHANGE  
 OUTBOUND

**AIR** Thursday, 7JAN 2016 

**United Airlines**  
 Operated By: /SKYWEST DBA UNITED EXPRESS **Flight Number:** 6321 **Class:** Z-Business  
**From:** San Diego CA, USA **Depart:** 07:36 AM  
**To:** Los Angeles CA, USA **Arrive:** 08:40 AM  
**Stops:** Nonstop **Duration:** 1 hour(s) 4 minute(s)  
**Seats:** 04A **Status:** CONFIRMED **Miles:** 98 / 157 KM  
**Equipment:** E7W/AIR  
 DEPARTS SAN TERMINAL 2 - ARRIVES LAX TERMINAL 8  
 Frequent Flyer Number: [REDACTED]  
**United Airlines Confirmation number is IBHNCB**

**AIR** Thursday, 7JAN 2016 

**United Airlines**  
**From:** Los Angeles CA, USA **Flight Number:** 0417 **Class:** Z-Business  
**To:** Kahului Maui HI, USA **Depart:** 10:05 AM  
**Stops:** Nonstop **Arrive:** 01:55 PM  
**Seats:** 06A **Duration:** 5 hour(s) 50 minute(s)  
**Equipment:** Boeing 757 200 Jet **Status:** CONFIRMED **Miles:** 2483 / 3973 KM  
 DEPARTS LAX TERMINAL 7  
 Frequent Flyer Number: [REDACTED]  
**United Airlines Confirmation number is IBHNCB**

**CAR** Thursday, 7JAN 2016 

**Hertz Rent A Car** **Confirmation Number:** G7640579919GOLD-  
**Pickup:** Kahului Maui HI, USA **Pick up Time:** 01:55 PM  
**Location:** 850 WEST MOKUEA PLACE KAHULUI, HI, 96732-2307 US **Phone:** 808-877-5167  
**Drop Off:** Kahului Maui HI, USA **Return:** Monday, 11JAN 2016 01:40 PM  
**Type:** Midsize Car Auto A/C **Rate:** USD 29.15 Daily Rate - unlimited free mi

Car membership Nbr: #XXXXXX


Reserved For: #BOWENS THELLA

Corp Discount ID: 40000  
Approximate total: USD168.12

**AIR** Monday, 11 JAN 2016

**United Airlines**  
**From:** Kahulul Maui HI, USA  
**To:** San Francisco CA, USA  
Stops: Nonstop  
Seats: 05F  
Equipment: Boeing 757 300 Jet  
ARRIVES SFO TERMINAL 3  
Frequent Flyer Number:

**Flight Number:** 1728  
**Depart:** 02:00 PM  
**Arrive:** 09:02 PM  
Duration: 5 hour(s) 2 minute(s)  
Status: CONFIRMED  
MEAL: LUNCH


  
Class: R-Business  
Miles: 2337 / 3739 KM

**United Airlines Confirmation number is IBHNCB**

**AIR** Monday, 11 JAN 2016

**United Airlines**  
**From:** San Francisco CA, USA  
**To:** San Diego CA, USA  
Stops: Nonstop  
Seats: 02B  
Equipment: Boeing 737-900 Jet  
DEPARTS SFO TERMINAL 3 - ARRIVES SAN TERMINAL 2  
Frequent Flyer Number:

**Flight Number:** 0498  
**Depart:** 10:58 PM  
**Arrive:** 12:30 AM 12JAN  
Duration: 1 hour(s) 32 minute(s)  
Status: CONFIRMED  
MEAL: REFRSHMNT/COMP

  
Class: R-Business  
Miles: 436 / 698 KM

**United Airlines Confirmation number is IBHNCB**

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

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[UNITED](#)

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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.



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



Tuesday, 24NOV 2015 07:41 PM EST

Passengers: THELLA BOWENS (06)

Agency Reference Number: EIGKGN

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

United Airlines Confirmation IBHNCB

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


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


AIR	Wednesday, 6JAN 2016		
<b>United Airlines</b>		<b>Flight Number:</b> 1940	<b>Class:</b> R-Business
<b>From:</b> San Diego CA, USA		<b>Depart:</b> 01:25 PM	
<b>To:</b> San Francisco CA, USA		<b>Arrive:</b> 03:05 PM	
<b>Stops:</b> Nonstop		<b>Duration:</b> 1 hour(s) 40 minute(s)	
<b>Seats:</b> 02B		<b>Status:</b> CONFIRMED	<b>Miles:</b> 436 / 698 KM
<b>Equipment:</b> Boeing 737-900 Jet		<b>MEAL:</b> REFRSHMNT/COMP	
<b>DEPARTS SAN TERMINAL 2 - ARRIVES SFO TERMINAL 3</b>			
<b>Frequent Flyer Number:</b> ██████████			
<b>United Airlines Confirmation number is IBHNCB</b>			

AIR	Wednesday, 6JAN 2016		
<b>United Airlines</b>		<b>Flight Number:</b> 1749	<b>Class:</b> R-Business
<b>From:</b> San Francisco CA, USA		<b>Depart:</b> 05:13 PM	
<b>To:</b> Kahului Maui HI, USA		<b>Arrive:</b> 08:59 PM	
<b>Stops:</b> Nonstop		<b>Duration:</b> 5 hour(s) 46 minute(s)	
<b>Seats:</b> 02B		<b>Status:</b> CONFIRMED	<b>Miles:</b> 2337 / 3739 KM
<b>Equipment:</b> Boeing 737-800 Jet		<b>MEAL:</b> DINNER	
<b>DEPARTS SFO TERMINAL 3</b>			
<b>Frequent Flyer Number:</b> ██████████			
<b>United Airlines Confirmation number is IBHNCB</b>			

CAR	Wednesday, 6JAN 2016		
<b>Hertz Rent A Car</b>		<b>Confirmation Number:</b> G7640579919GOLD-	
<b>Pickup:</b> Kahului Maui HI, USA		<b>Pick up Time:</b> 08:59 PM	
<b>Location:</b> 850 WEST MOKUEA PLACE KAHULUI, HI, 96732-2307 US		<b>Phone:</b> 808-877-5167	
<b>Drop Off:</b> Kahului Maui HI, USA		<b>Return:</b> Monday, 11JAN 2016 01:40 PM	
<b>Type:</b> Midsize Car Auto A/C		<b>Rate:</b> USD 145.75 Weekly Rate - unlimited free mi	
<b>Car membership Nbr:</b> #XXXXX ██████████		<b>Reserved For:</b> #BOWENS THELLA	

Corp Discount ID: 40000  
Approximate total: USD210.14

<b>AIR</b>	<b>Monday, 11 JAN 2016</b>	
<b>United Airlines</b>	<b>Flight Number: 1728</b>	<b>Class: L-Coach/Economy</b>
<b>From: Kahului Maui HI, USA</b>	<b>Depart: 02:00 PM</b>	
<b>To: San Francisco CA, USA</b>	<b>Arrive: 09:02 PM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 5 hour(s) 2 minute(s)</b>	
<b>Seats: 21C</b>	<b>Status: CONFIRMED</b>	<b>Miles: 2337 / 3739 KM</b>
<b>Equipment: Boeing 757 300 Jet</b>	<b>MEAL: FOOD FOR PURCHASE</b>	
<b>ARRIVES SFO TERMINAL 3</b>		
<b>Frequent Flyer Number: [REDACTED]</b>		
<b>ECONOMY PLUS AISLE SEAT CONFIRMED</b>		
<b>United Airlines Confirmation number is IBHNCB</b>		

<b>AIR</b>	<b>Monday, 11 JAN 2016</b>	
<b>United Airlines</b>	<b>Flight Number: 0498</b>	<b>Class: R-Business</b>
<b>From: San Francisco CA, USA</b>	<b>Depart: 10:58 PM</b>	
<b>To: San Diego CA, USA</b>	<b>Arrive: 12:30 AM 12JAN</b>	
<b>Stops: Nonstop</b>	<b>Duration: 1 hour(s) 32 minute(s)</b>	
<b>Seats: 02B</b>	<b>Status: CONFIRMED</b>	<b>Miles: 436 / 698 KM</b>
<b>Equipment: Boeing 737-900 Jet</b>	<b>MEAL: REFRSHMNT/COMP</b>	
<b>DEPARTS SFO TERMINAL 3 - ARRIVES SAN TERMINAL 2</b>		
<b>Frequent Flyer Number: [REDACTED]</b>		
<b>United Airlines Confirmation number is IBHNCB</b>		

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**Ticket/Invoice Information**

Ticket for: THELLA BOWENS  
Date issued: 9/30/2015 Invoice Nbr: 5357556  
Ticket Nbr: UA7684784002 Electronic Tkt: Yes Amount: 509.00  
Base: 445.86 US Tax: 0.14 USD Tax: 63.14  
Charged to: [REDACTED]

Service fee: THELLA BOWENS  
Date issued: 9/30/2015  
Document Nbr: XD0652754520 Amount: 30.00  
Charged to: [REDACTED]

Total Tickets: 509.00  
Total Fees: 30.00  
Total Amount: 539.00

Click here 24 hours in advance to obtain boarding passes:  
[UNITED](#)

Click here to review Baggage policies and guidelines:  
[UNITED](#)





4100 Walea Alanui Drive  
 Walea, HI 96753  
 T 808 875 4100 F 808 875 1200

Room : 0317  
 Folio # : 453540  
 Cashier # : 13  
 Page # : 1 of 1  
 Group Name : American Association of Airport Executiv

American Association of Airport Executiv  
 Ms Thella Bowens  
 3225 N Harbour Drive  
 San Diego, CA 92101

Arrival : 01-07-16  
 Departure : 01-11-16  
 Fairmont President's Club

Date	Description	Additional Information	Charges	Credits
01-07-16	Deposit Transferred at C/I	2 night deposit TPA Kim Ayers recv'd 8/24/15	PREPAID -	709.98
01-07-16	Suite Charge		313.00	} \$354.99
01-07-16	Suite General Excise Tax 4.166		13.04	
01-07-16	Suite Occupancy Tax 9.25%		28.95	
01-08-16	Kea Lani Restaurant	CHECK# 4247	\$ 37.50 45.50	- RECEIPT ATT.
01-08-16	Suite Charge		313.00	} \$354.99
01-08-16	Suite General Excise Tax 4.166		13.04	
01-08-16	Suite Occupancy Tax 9.25%		28.95	
01-09-16	Kea Lani Restaurant	CHECK# 4386	\$37.50 44.50	- RECEIPT ATT.
01-09-16	Suite Charge		313.00	} \$354.99
01-09-16	Suite General Excise Tax 4.166		13.04	
01-09-16	Suite Occupancy Tax 9.25%		28.95	
01-10-16	Suite Charge		313.00	} \$354.99
01-10-16	Suite General Excise Tax 4.166		13.04	
01-10-16	Suite Occupancy Tax 9.25%		28.95	
01-11-16		XXXXXXXXXX		799.98
				\$ 784.98
<b>Total</b>			<b>1,509.96</b>	<b>1,509.96</b>
<b>Balance Due</b>			<b>0.00</b>	

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 We also invite you to share memories of your experience on our community forum - visit www.everyonesanoriginal.com.

HOTEL - \$709.98  
 FOOD - 75.00  
 \$ 784.98

For information or reservations, visit us at  
 www.fairmont.com or call Fairmont Hotels & Resorts from:  
 United States or Canada 1 800-441-1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, travel agent or association fails to pay for the full amount of the charges. Overdue balance subject to a surcharge at the rate of 1.5% per month (15.5% per annum). All accounts deemed delinquent may be subject to legal fees and all other costs associated with the bill. Account is payable on presentation or departure.

Thank you for choosing to stay with Fairmont Hotels & Resorts

THE *Fairmont*  
**KEA LANI**  
 MAUI

Ms Thella Bowens  
 3225 N Harbour Drive  
 San Diego, CA 92101

**Date** 08-24-15  
**Time** 12:55 PM  
**Room**  
**Conf. No.** 22498321  
**Recpt. No.** 139311

ADVANCE DEPOSIT							
Date	Description	Exp Date	Amount				
08-24-15	Visa XXXXXXXXXXXXX	XX/XX	709.98USD				
	<table border="0"> <tr> <td><b>Arrival</b></td> <td><b>Departure</b></td> </tr> <tr> <td>01-07-16</td> <td>01-11-16</td> </tr> </table>	<b>Arrival</b>	<b>Departure</b>	01-07-16	01-11-16		
<b>Arrival</b>	<b>Departure</b>						
01-07-16	01-11-16						

\_\_\_\_\_  
 Guest Signature

\_\_\_\_\_  
 Cashier No. 602

## Ayers Kim

---

**From:** Fairmont Hotels & Resorts <KEA@hotelstay.fairmont.com>  
**Sent:** Thursday, October 01, 2015 1:27 PM  
**To:** Ayers Kim  
**Subject:** Confirmation for Ms Thella Bowens

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

Dear Ms Thella Bowens,

Mahalo for choosing Fairmont Kea Lani.

During your stay, we invite you to take advantage of our many resort amenities. Get immersed in the ways of the Island's early seafarers through our complimentary Hawaiian Outrigger Canoe Experience. On this hour-long adventure, you will learn the basics of paddling, the history of the canoe and its importance to Hawaiian heritage. You may also choose to rent one of our exclusive poolside cabanas. With private service, chilled water and juice and a tropical fruit platter, it may be the perfect way to spend a day in paradise. These popular amenities fill up quickly, so we encourage you to make your reservations prior to arrival by calling 1(800) 659-4100 or emailing [info@kealani.com](mailto:info@kealani.com).

Below please find your reservation confirmation number and additional details.

As a valuable Fairmont President's Club member, we are pleased to provide you a suite of benefits to enhance your travel experience; including access to Great Rates Great Dates and Fairmont Moments as well as complimentary internet access and daily newspaper during your stays. We have further enhanced our ability to tailor your travel experience to what is important to you. [Log on](#) to select what you are most passionate about and explore all [benefits of your membership](#) including those that await with Premier membership.

Me ke aloha pumehana (with warmest aloha),  
Fairmont Kea Lani

<b>Confirmation #</b>	103967436
<b>Block Name</b>	27th Annual - Aviation Issue Conference
<b>First Name</b>	Thella
<b>Last Name</b>	Bowens
<b>Arrival Date</b>	Wednesday, 06 Jan, 2016
<b>Departure Date</b>	Monday, 11 Jan, 2016

<b>Number Of Nights</b>	5
<b>Number Of Adults</b>	1
<b>Room Type to Charge</b>	Partial Ocean View King NS Suite
<b>Deposit Policy</b>	2 nts rm and tax reqd at booking
<b>Deposit Due Date</b>	Thursday, 01 Oct, 2015
<b>Deposit Amount</b>	USD 709.98 - PRE-PAID 8/25/15 Local Currency The amount may be subject to taxes, gratuities, resort levy or other fees
<b>Rate Per Room Per Night</b>	USD 313.00
<b>Cancellation Policy</b>	60 Days prior to arrival
<b>Cancellation Date to Avoid Penalty</b>	Saturday, 07 Nov, 2015
<b>Cancellation Amount</b>	USD 354.99 Local Currency The amount may be subject to taxes, gratuities, resort levy or other fees

Fairmont Kea Lani, Maui  
4100 Wailea Alanui  
Wailea, Maui, HI 96753  
USA

**Toll Free** 1 866 540 4456  
**Tel** +1 808 875 4100  
**Fax** +1 808 875 1200  
**E-mail** [info@kealani.com](mailto:info@kealani.com)

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RECEIPTS FROM TRAVEL TO MAUI, HI  
JANUARY 7-11, 2016 - THELLA F. BOWENS

1/8 & 1/9/16

Kea Lani Restaurant  
The Fairmont Kea Lani, Maui  
Mahalo- Thank You

461 AIMEE

60/1 CHK 4247 GST 1  
BOWENS  
JAN08'16 10:09AM

1 ADULT BUFFET 36.00  
FOOD 36.00  
TAX (4.166%).... 1.50  
TOTAL DUE... \$37.50 ✓

Gratuity Not Included Except  
with Prepaid Breakfast

GRATUITY 8.00

SUITE # 317 TOTAL 45.50 X

PRINT NAME: THELLA BOWENS

SIGNATURE: Thella Bowens

Kea Lani Restaurant  
The Fairmont Kea Lani, Maui  
Mahalo- Thank You

504 PORSCHE

4/2 CHK 4386 GST 1  
317/BOWEN  
JAN09'16 10:22AM

1 ADULT BUFFET 36.00  
FOOD 36.00  
TAX (4.166%).... 1.50  
TOTAL DUE... \$37.50 ✓

Gratuity Not Included Except  
with Prepaid Breakfast

GRATUITY 7.00

SUITE # 317 TOTAL 44.50 X

PRINT NAME: THELLA BOWENS

SIGNATURE: Thella Bowens

**RECEIPTS FROM TRAVEL TO MAUI, HI  
JANUARY 7-11, 2016 - THELLA F. BOWENS**

1/9/16

Monkeypod Kitchen by Merriman  
808.891.2322  
10 Wailea Gateway Place  
Unit B-201

Server: Jed  
Table 42/2  
Guests: 0  
Area: Main  
01/09/2016  
3:54 PM  
30032

HH Hand Cut Fries 4.00  
Beet Salad 12.95  
Complete Subtotal 16.95  
Subtotal 16.95  
Tax 0.71  
Total 17.66

**Balance Due 17.66**

Vote Monkeypod Kitchen  
Restaurant of the Year  
in Maui No Ka Oi's  
'Aipono Awards 2016!

Monkeypod Kitchen by Merriman  
808.891.2322  
10 Wailea Gateway Place  
Unit B-201

Server: Jed  
03:59 PM  
Table 42/2  
DOB: 01/09/2016  
01/09/2016  
3/30032

SALE

████████████████████ 3145745  
Card #XXXXXXXXXX ██████████  
Magnetic card present: BOWENS THELLA F  
Card Entry Method: S  
Approval: 592256

Amount: \$ 17.66  
+ Tip: 3.00  
= Total: 20.66

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

X \_\_\_\_\_

Guest Copy

**RECEIPTS FROM TRAVEL TO MAUI, HI  
 JANUARY 7-11, 2016 - THELLA F. BOWENS**

LUNCH - 1/10/16

HANA RANCH  
**provisions**

71 Baldwin Ave.  
 Pa'ia, Hawai'i 96779

Order# 13003  
 Server: Nicole Joy S  
 Table: 24  
 Date: 1/10/16, 1:48 PM

Iced Tea	\$2.25	✓
Iced Tea	\$2.25	
<del>Vegetable Chips</del>	<del>\$4.00</del>	
Pork Shoulder Sandwich	\$15.00	✓
Pork Shoulder Sandwich	\$15.00	
-----		
Subtotal:	17.25	\$38.50
Total Tax:	.72	\$1.61
-----		
Total:	\$ 17.97	\$40.11

Suggested Tips		
%	Tip	Total
18.00% of sale:	\$6.93 =	\$47.04
20.00% of sale:	\$7.70 =	\$47.81
22.00% of sale:	\$8.47 =	\$48.58

Thank You  
 info@HanaRanchProvisions.com  
 www.HanaRanchProvisions.com  
 808.868.3688

BREAKFAST  
 1/10/16

HANA RANCH  
**provisions**

71 Baldwin Ave.  
 Pa'ia, Hawai'i 96779

Order# 13003 - 2  
 Table: 24  
 Server: Nicole Joy  
 Date: 1/10/16, 1:48 PM

Transaction:	PI0023750579
Paid With:	
Bill:	THELLA F BOWENS
Total:	\$17.97
Tip:	\$ 3.45
Total:	\$ 21.42

APPROVED

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

S AND QS  
 COFFEE AND SHAVE ICE  
 SHACK

REG 01-10-2016 09:12  
 0001:6  
 CT 1

1 LG SMOOTHIE	\$7.00
TL	\$7.00
CASH	\$7.00
CG	\$0.00

**RECEIPTS FROM TRAVEL TO MAUI, HI  
JANUARY 7-11, 2016 - THELLA F. BOWENS**

DINNER 1/10/16

\*\*\*\*\*  
CHECK # 7654                      DATE 1/10/16  
TABLE # 7                              TIME 9:15PM  
=====

\*\*\*\*\*  
DATE 1/10/16                      TIME 0:26:58PM  
MID 369579

-- DINING ROOM : SMEGHAN --  
SEAT# ITEMS ORDERED                      AMOUNT  
6 CONES                                      27.00  
TOMATO SALAD                              23.00  
SIDE BRUSSELS                              11.00  
-----

Spago - Maui  
3900 WAILEA ALANUI  
WAILEA, MAUI, HI  
96753  
808 879-2999

~~XXXXXXXXXX~~  
AUTH 540862    TBL 7    CHECK 7654  
PRE-AUTH                      DINING ROOM    SMEGHAN  
  
AMOUNT                      61.00    77.00  
TAX                              2.56    3.20  
-----  
SUBTOTAL \$                      80.20  
TIP \$ .....  
TOTAL \$ ..... 63.56 .....

\*\*\*\*\*  
SUBTOTAL                      77.00  
TAX                              3.20  
-----  
TOTAL DUE                      80.20  
-----

\*\*\*\*\*  
SUBTOTAL                      77.00  
TAX                              3.20  
-----  
TOTAL DUE                      80.20  
-----

CUSTOMER COPY

Thank you for dining at Spago Maui!  
(We open nightly from 530pm - 930pm!)  
Gratuity \_\_\_\_\_  
Total \_\_\_\_\_  
Four Seasons Room# \_\_\_\_\_  
Print Name \_\_\_\_\_  
Signature \_\_\_\_\_



**RECEIPTS FROM TRAVEL TO MAUI, HI  
JANUARY 7-11, 2016 - THELLA F. BOWENS**

1/11/16

LUNCH

MARCO'S GRILL & DELI  
444 Hana Highway  
Kahului, Hawaii  
877-4446

Server: Rhonda 01/11/2016  
Table 1/2 12:56 PM  
Guests: 3  
#40023

ICE TEA 3.00  
STUFFED TOMATO 12.00  
FRENCH FRIES 6.00

3 Items

Subtotal 21.00  
Tax 0.88  
Total 21.88

Balance Due 21.88

All of our menu items are  
available for carry-out.

MARCO'S GRILL & DELI  
444 Hana Highway  
Kahului, Hawaii  
877-4446

Server: Rhonda DOB: 01/11/2016  
12:58 PM 01/11/2016  
Table-1/2 4/40023

██████████ 4194327  
Card #XXXXXXXXXX ██████████  
Magnetic card present: BOWENS THELLA F  
Approval: 525325

Amount: \$ 21.88  
+ Tip: 4.00  
= Total: 25.88

X \_\_\_\_\_

Thanks! Come again.

Aloha Island Mart  
Kahului  
50 Pakaula Street  
Kahului HI 96732

XXXXXXXXXX ██████████  
\*Host Data\*  
Merch: J215913901001  
Seq Num: 226080

Jan 11 11:54:52 2016  
Pump 02  
UNLEAD 1.1000  
Gallons 4.568  
Price/g \$ 9.199

Total \$ 5.00

GAS

APPROVAL: 511349

REF: 511349  
ALOHA IS WHERE YOU  
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Rental Agreement No: 168736934  
Date: 01/12/2016  
Document: 936000058941

Direct All Inquiries To:  
THE HERTZ CORPORATION  
PO BOX 26120  
OKLAHOMA CITY, OK 73126-0120

CHARGE DETAIL

Renter: THELLA BOWENS  
Account No.: \*\*\*\*\*  
CDP No.: 40000  
CDP Name: IBM CORPORATION

MS THELLA FAYE BOWENS

RENTAL REFERENCE

Rental Agreement No: 168736934  
Reservation ID: G7640579919  
Frequent Traveler: ZE1

RENTAL DETAILS

Rate Plan: IN; CRL OUT: CRL  
Rented On: 01/07/2016 15:03 LOC# 261210  
KAHULUI MAUI, HI  
Returned On: 01/11/2016 12:06 LOC# 261210  
KAHULUI MAUI, HI  
Car Description: MAXIMA SUN LEC450  
Veh. No.: 3025442  
CAR CLASS Charged: C MILEAGE In: 29,197  
Rented: G Out: 29,158  
Reserved: C Driven: 39

MISCELLANEOUS INFORMATION

CC AUTH: 187948 DATE: 2016/01/07 AMT: 368.00

RENTAL CHARGES

DAYS	4 @	29.15	116.60
SUBTOTAL			116.60
CONCESSION FEE RECOVERY			12.95
LICENSE & TAX REIMBURSEMENT			2.80
CUSTOMER FACILITY CHARGE			18.00
MOTOR VEHICLE LEASE TAX			12.00
TAX			4.166%
			5.52

Gold Plus Rewards Points

Earned this rental: 117

TOTAL CHARGES 167.87 USD

E-RETURN RECEIPT

THANK YOU FOR RENTING FROM HERTZ

ALL CHARGES HAVE BEEN BILLED TO YOUR ACCOUNT.

Rental Agreement No: 168736934  
Date: 01/12/2016  
Document: 936000058941

Direct All Inquiries To:  
THE HERTZ CORPORATION  
PO BOX 26120  
OKLAHOMA CITY, OK 73126-0120  
UNITED STATES

Renter: THELLA BOWENS  
Account No.: \*\*\*\*\*3009 AMX

Phone: 800-654-4173  
Web: www.hertz.com

TOTAL CHARGES 167.87 USD

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**DATE:** Wednesday, September 30, 2015

**TO:** Board of Directors, Policy Review Committee, Chapter Officers, Committee Chairs and Past Chairs

**FROM:** Jacky Sher Raker, Executive Vice President, Meetings, Membership, Marketing & Administration

The 30<sup>th</sup> Annual Aviation Issues Conference will take place January 10-14, 2016 in Maui, Hawaii at The Fairmont Kea Lani, Maui. To assist you with planning your travel, the schedule of events is listed below.

**Saturday, January 9**

6:30 - 8 p.m. AAEE VIP Reception with Key Sponsors & Government Officials

**Sunday, January 10**

8 a.m. - 12 p.m. AAEE Board of Directors/Policy Review Committee Meeting  
*(Breakfast and Lunch will be served.)*

12 - 1:30 p.m. AAEE Chapter Officers Luncheon

5:30 - 7 p.m. Conference Opening Reception

**Tuesday, January 12**

12 p.m. Golf Tournament

**Wednesday, January 13**

5 - 6:30 p.m. Conference Reception

**Sunday, January 10 - Thursday, January 14**

The 30<sup>th</sup> Annual Aviation Issues Conference will officially start on Sunday, January 10 at 5:30 p.m. and conclude on Thursday, January 14 at 12 p.m.

We will make hotel reservations for you with The Fairmont Kea Lani, Maui, 4100 Wailea Alanui, Wailea, Hawaii 96753, phone: (808) 875-4100. AAEE has various group rate offerings including, Fairmont: \$269, Fairmont Garden View: \$292, Partial Ocean View: \$313 and Ocean View: \$344. All reservations are subject to the applicable Hawaii State and hotel accommodations tax that is currently 13.5% and a Hawaii State Transient Accommodation daily tax of \$10 per room night occupied. For anyone wanting to extend their stay, the group rates will be in effect from January 7 to January 17, provided the hotel has availability.

You will be responsible for your own charges. The hotel requires payment for two nights' room and tax upon confirmation of all reservations. Any cancellation from booking date to sixty (60) days from arrival date will be subject to a cancellation fee of one (1) night's room and tax charge. Any cancellation within sixty (60) days of arrival will be subject to a cancellation of two (2) night's room and tax charge.

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## AGENDA

*SUBJECT TO CHANGE*

### Sunday, January 10

- 8 a.m.–12 p.m.      **AAAE Board/Policy Review Committee Meeting**
- 3–7 p.m.            **Conference Registration**
- 5:30–7 p.m.        **Opening Reception**

### Monday, January 11

- 7 a.m.–12:15 p.m.    **Conference Registration**
- 7–8:15 a.m.        **Breakfast**
- 7–8:30 a.m.        **AAAE Committee Meetings**
- 8:30–9:15 a.m.     **Welcome Remarks**
- 9:15–10:30 a.m.    **Session I – 2016 State of the Industry: A Discussion with Aviation Leaders**
- 10:30–11 a.m.      **Refreshment Break with Exhibitors**

- 11 a.m.–12 p.m.            **Session 2 – Washington Update: Elections 2016 and Their Impact on the Aviation Agenda**
- 12 - 1:30 p.m.            **UAS Focus-Industry Recommendations**
- 12–4 p.m.                **Issue Briefings**
- 1:30–3 p.m.              **FAA Leadership Focus–An Informal Discussion with FAA Leaders**

**Tuesday, January 12**

- 7:30 a.m.–12 p.m.        **Conference Registration**
- 7:30–8:30 a.m.          **Breakfast**
- 7:30–8:30 a.m.          **AAAE Committee Meetings**
- 8:30–10 a.m.            **Session 3 – The Future of the Nation’s Air Traffic Control System; Where Are We Going and How Do We Get There?**
- 10–10:30 a.m.          **Refreshment Break with Exhibitors**
- 10:30 a.m.–12 p.m.      **Session 4 – Beyond ATC; the Future of the FAA and Safety, Certification and Airport Development**
- 12–4 p.m.                **Issue Briefings**
- 12:30–6 p.m.            **Golf Tournament**

**Wednesday, January 13**

- 7:30 a.m.–12 p.m.        **Conference Registration**
- 7:30–8:30 a.m.          **Breakfast**
- 7:30–8:30 a.m.          **Airport Board Member & Commissioner Roundtable**
- 8:30–10 a.m.            **Session 5 – The Pilot Shortage and Other Air Service Challenges**
- 10–10:30 a.m.          **Break with Exhibitors**
- 10:30 a.m.–12 p.m.

**Session 6 – International Aviation: Competition, Facilitation, the Environment and Other Evolving Issues**

12–4 p.m. **Issue Briefings**

1:30–3 p.m. **TSA Leadership Focus–An Informal Discussion with TSA Leaders**

5–6:30 p.m. **Reception**

**Thursday, January 14**

7:30 a.m.–12 p.m. **Conference Registration**

7:30–8:30 a.m. **Breakfast**

8:30–10 a.m. **Session 7 – Aviation Security: What Renewed Interest from Congress May Mean for TSA and the Aviation Industry**

10–10:30 a.m. **Break with Exhibitors**

10:30 a.m.–12 p.m. **Session 8 – And the Consensus Is...Defining Areas of General Agreement Among the Industry**

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