

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
EXECUTIVE AND FINANCE COMMITTEE MEETING MINUTES  
MONDAY, APRIL 24, 2017  
BOARD ROOM**

**CALL TO ORDER:** Vice-Chair Robinson called the Executive and Finance Committee and Special Board Meeting to order at 9:00 a.m., on Monday, April 24, 2017, in the Board Room of the San Diego International Airport, Administration Building, 3225 N. Harbor Drive, San Diego, CA 92101.

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

**ROLL CALL:**

***Executive Committee***

Present:                      Committee Members:        Janney, Robinson (Vice Chair)  
  
   Board Members:                Gleason, Schumacher  
  
Absent:                        Committee Members:        Boling (Chairman)

***Finance Committee***

Present:                      Committee Members:        Cox, Janney, Sessom  
  
Absent:                        Committee Members:        Boling (Chairman)  
  
Also Present:                Angela Shafer-Payne, Interim President/CEO; Amy Gonzalez,  
   General Counsel; Tony Russell, Director, Corporate and  
   Information Governance/Authority Clerk; Ariel Levy Mayer,  
   Assistant Authority Clerk I

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

**NEW BUSINESS:**

1.     **APPROVAL OF MINUTES:**  
      RECOMMENDATION: Approve the minutes of the March 27, 2017 regular meeting.

**ACTION: Moved by Board Member Janney and seconded by Vice Chair Robinson to approve staff's recommendation. Motion carried unanimously, noting Chairman Boling as ABSENT.**

**FINANCE COMMITTEE NEW BUSINESS:**

**2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE NINE MONTHS ENDED MARCH 31, 2017:**

Kathy Kiefer, Senior Director, Finance and Asset Management provided a presentation on the Unaudited Financial Statements for the Nine Months Ended March 31, 2017, which included Gross Landing Weight Units, Enplanements, Car Rental License Fees, Food and Beverage Concessions Revenue, Retail Concessions Revenue, Parking Revenue, Operating Revenues for the Month Ended March 31, 2017, Operating Expenses for the Month Ended March 31, 2017, Financial Summary for the Month Ended March 31, 2017, Nonoperating Revenues & Expenses for the Month Ended March 31, 2017, Operating Revenues for the Nine Months Ended March 31, 2017, Operating Expenses for the Nine Months Ended March 31, 2017, Financial Summary for the Nine Months Ended March 31, 2017, Nonoperating Revenues & Expenses for the Nine Months Ended March 31, 2017, and Statements of Net Position as of March 31, 2017.

**3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF MARCH 31, 2017:**

Geoff Bryant, Manager, Airport Finance, provided a presentation on the Authority's Investment Report as of March 31, 2017, which included, Total Portfolio Summary, Portfolio Composition by Security Type, Portfolio Composition by Credit Rating, Portfolio Composition by Maturity, Benchmark Comparison, Detail of Security Holdings, Portfolio Investment Transactions, Bond Proceeds Summary, and Bond Proceeds Investment Transactions.

*Board Member Sessom left the meeting at 9:19 a.m.*

**4. SUMMARY OF OUTSTANDING REVOLVING CREDIT OBLIGATIONS AS OF MARCH 31, 2017:**

Geoff Bryant, Manager, Airport Finance, provided a presentation on the Outstanding Revolving Credit Obligations as of March 31, 2017.

**EXECUTIVE COMMITTEE NEW BUSINESS:**

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

Tony R. Russell, Director, Corporate and Information Governance/Authority Clerk, announced that an additional Travel Request was added to the packet for the President/CEO's trip to Washington, DC.

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

**ACTION: Moved by Board Member Janney and seconded by Vice Chair Robinson to approve staff's recommendation as amended. Motion carried unanimously, noting Chairman Boling as ABSENT.**

**REVIEW OF FUTURE AGENDAS:**

**6. REVIEW OF THE DRAFT AGENDA FOR THE MAY 4, 2017 BOARD MEETING:**

Angela Shafer-Payne, Interim President/CEO, provided an overview of the draft agenda for the May 4, 2017 Board meeting.

Amy Gonzalez, General Counsel, confirmed that Closed Session Item 21 could be removed.

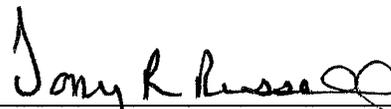
**7. REVIEW OF THE DRAFT AGENDA FOR THE MAY 4, 2017 AIRPORT LAND USE COMMISSION MEETING:**

Angela Shafer-Payne, Interim President/CEO, provided an overview of the draft agenda for the May 4, 2017 ALUC meeting.

**COMMITTEE MEMBER COMMENTS:** None.

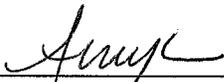
**ADJOURNMENT:** The meeting adjourned at 9:24 a.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY EXECUTIVE COMMITTEE THIS 22<sup>nd</sup> DAY OF MAY, 2017.



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

APPROVED AS TO FORM:



AMY GONZALEZ  
GENERAL COUNSEL