

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## Board Members

C. April Boling  
Chairman

Greg Cox  
Jim Desmond  
Mark Kersey  
Robert T. Lloyd  
Paul Robinson  
Michael Schumacher  
Johanna S. Schiavoni  
Mark B. West

## Ex-Officio Board Members

Tim Gubbins  
Jacqueline Wong-Hernandez  
Col. Jason Woodworth

## President / CEO

Kimberly J. Becker

## **DRAFT ACTION MINUTES**

### **BOARD AGENDA**

Thursday, June 7, 2018  
9:00 A.M.

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

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

**CALL TO ORDER:** Chairman Boling called the meeting to order at 9:05 a.m.

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

**ROLL CALL:** Board Members Cox, Gubbins (Ex-Officio), Wong-Hernandez (Ex-Officio), and Woodworth (Ex-Officio) were ABSENT.

### **PRESENTATIONS:**

#### **A. INNOVATION LAB UPDATE:**

Presented by Rick Belliotti, Director, Innovation and Small Business Development

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

- AUDIT COMMITTEE:**

Committee Members: Hollingworth, Lloyd, Robinson (Chair), Schiavoni, Tartre, Van Sambeek, West

- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**  
Committee Members: Boling, Kersey (Chair), Schumacher, Robinson
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**  
Committee Members: Boling, Cox, Desmond (Chair), Kersey
- **FINANCE COMMITTEE:**  
Committee Members: Cox (Chair), Lloyd, Schiavoni, West

#### **ADVISORY COMMITTEES**

- **AUTHORITY ADVISORY COMMITTEE:**  
Liaison: Robinson (Primary), Schiavoni
- **ART ADVISORY COMMITTEE:**  
Committee Member: Robert H. Gleason

#### **LIAISONS**

- **CALTRANS:**  
Liaison: Gubbins
- **INTER-GOVERNMENTAL AFFAIRS:**  
Liaison: Cox
- **MILITARY AFFAIRS:**  
Liaison: Woodworth
- **PORT:**  
Liaisons: Boling, Cox, Robinson
- **WORLD TRADE CENTER:**  
Representatives: Robert H. Gleason

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

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

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

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

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

**CONSENT AGENDA (Items 1-14):**

**[ACTION: 8-0-1 to approve the Consent Agenda, noting Board Member Cox as ABSENT.]**

1. **APPROVAL OF MINUTES:**  
RECOMMENDATION: Approve the minutes of the April 19, 2018 and April 23, 2018 special meetings, May 3, 2018 regular meeting and May 17, 2018 special meeting.
2. **ACCEPTANCE OF BOARD AND COMMITTEE MEMBERS WRITTEN REPORTS ON THEIR ATTENDANCE AT APPROVED MEETINGS AND PRE-APPROVAL OF ATTENDANCE AT OTHER MEETINGS NOT COVERED BY THE CURRENT RESOLUTION:**  
RECOMMENDATION: Accept the reports and pre-approve Board member attendance at other meetings, trainings and events not covered by the current resolution.
3. **AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM APRIL 9, 2018 THROUGH MAY 6, 2018 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM APRIL 9, 2018 THROUGH MAY 6, 2018:**  
RECOMMENDATION: Receive the report.
4. **JUNE 2018 LEGISLATIVE REPORT:**  
RECOMMENDATION: Adopt Resolution No. 2018-0051, approving the June 2018 Legislative Report.
5. **APPOINTMENT OF PUBLIC MEMBER TO THE AUDIT COMMITTEE:**  
RECOMMENDATION: Adopt Resolution No. 2018-0052, appointing Jack Van Sambeek to a new term as a public member of the Audit Committee.
6. **AMENDMENT OF AUTHORITY CODE PART 8.7 – STORM WATER CONTROL:**  
RECOMMENDATION: Adopt Resolution No. 2018-0053, amending Authority Code Part 8.7 – Storm Water Control.

**CLAIMS**

7. **REJECT THE CLAIM OF SHEILA CULBREATH:**  
RECOMMENDATION: Adopt Resolution No. 2018-0054, rejecting the claim of Sheila Culbreath.

## **COMMITTEE RECOMMENDATIONS**

**8. REQUIRED COMMUNICATION TO THE AUDIT COMMITTEE ON THE FINANCIAL AND COMPLIANCE AUDIT FOR THE FISCAL YEAR ENDED JUNE 30, 2018:**

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

**9. FISCAL YEAR 2018 THIRD 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.

**10. FISCAL YEAR 2019 PROPOSED AUDIT PLAN OF THE OFFICE OF THE CHIEF AUDITOR:**

RECOMMENDATION: The Audit Committee recommends that the Board adopt Resolution No. 2018-0055, approving the Fiscal Year 2019 Proposed Audit Plan of the Office of the Chief Auditor.

**11. ANNUAL REVIEW AND APPROVAL OF AMENDMENTS TO AUTHORITY POLICY 4.20 –GUIDELINES FOR PRUDENT INVESTMENTS, DELEGATION OF AUTHORITY TO INVEST AND MANAGE AUTHORITY FUNDS TO THE VICE PRESIDENT:**

RECOMMENDATION: The Finance Committee recommends that the Board adopt Resolution No. 2018-0056, approving amendments to Authority Policy 4.20 - Guidelines for Prudent Investments, and delegating authority to invest and manage Authority funds to the Vice President of Finance and Asset Management/ Treasurer.

**12. REVIEW OF AUTHORITY POLICY 4.40 – DEBT ISSUANCE AND MANAGEMENT:**

RECOMMENDATION: The Finance Committee recommends that the Board defer amendments to Authority Policy 4.40 - Guidelines for Debt Issuance and Management through 2019.

## **CONTRACTS AND AGREEMENTS**

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

- 13. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH MEAD & HUNT, INC. TO PROVIDE A 14 CFR PART 150 NOISE COMPATIBILITY STUDY UPDATE FOR SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2018-0057, approving and authorizing the President/CEO to negotiate and execute an Agreement with Mead & Hunt, Inc. for a term of two years, with the option for a one-year extension, in an amount not-to-exceed \$1,800,000, to provide an updated 14 CFR Part 150 Noise Compatibility Study for San Diego International Airport.

- 14. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE THE FIRST AMENDMENT TO THE AGREEMENT WITH VECTOR RESOURCES, INC., DBA, VECTORUSA FOR WI-FI EXPANSION IN TERMINALS AT SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2018-0058, approving and authorizing the President/CEO to execute the first amendment to the agreement with Vector Resources, Inc., dba, VectorUSA increasing the contract amount and establishing a Guaranteed Maximum Price of \$2,650,000 for Project No. 104206, Wi-Fi Expansion in Terminals at San Diego International Airport.

**NEW BUSINESS:**

- 15. DISCUSSION AND POSSIBLE ACTION ON AUTHORITY CODE 9.12 TO ALLOW FOR ADDITIONAL TAXICAB PERMITS TO OPERATE AT SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Receive the report.

**[ACTION: 8-0-1 to approve staff's recommendation noting Board Member Cox as ABSENT.]**

- 16. AMEND AUTHORITY CODE 9.13 REGARDING COMMERCIAL DRIVER'S PERMITS AND REQUIREMENTS:**

RECOMMENDATION: Adopt Resolution No. 2018-0059, amending Authority Code 9.13 – Drivers Permits and Requirements to remove the requirement for individual driver permitting and update the background check requirement for Transportation Network Companies to match the standard set by the California Public Utilities Commission.

**[ACTION: 8-0-1 to approve staff's recommendation noting Board Member Cox as ABSENT.]**

**17. RENEWAL OF TAXI AND VEHICLE FOR HIRE MEMORANDUMS OF AGREEMENT AND TEMPORARY EXEMPTION FOR VEHICLES FOR HIRE FROM THE NON-ALTERNATIVE FUEL TRIP FEE:**

RECOMMENDATION: Adopt Resolution No. 2018-0060, authorizing the President/CEO to execute taxicab and vehicle for hire memorandums of agreement for a period of two (2) years and six (6) months, to expire on December 31, 2020.

**[ACTION: 8-0-1 to approve staff's recommendation noting Board Member Cox as ABSENT.]**

Adopt Resolution No. 2018-0061, authorizing the President/CEO to execute a temporary exemption for the vehicle for hire mode from the non-alternative fuel trip fee until such time that staff determines that there are suitable vehicles commercially available that can meet the operational requirements of the industry and the requirements of the airport's ground transportation vehicle conversion incentive-based program.

**[ACTION: 8-0-1 to approve staff's recommendation noting Board Member Cox as ABSENT.]**

**18. ACCEPT REPORT ON TRANSPORTATION NETWORK COMPANIES ANNUAL PERMIT AND POSSIBLE ACTION:**

RECOMMENDATION: Accept staff's report on Transportation Network Company (TNC) permit.

**[ACTION: 8-0-1 to approve staff's recommendation noting Board Member Cox as ABSENT.]**

**19. APPROVAL AND ADOPTION OF THE OPERATING BUDGET FOR FISCAL YEAR 2019, THE CAPITAL PROGRAM FOR FISCAL YEARS 2019-2023, AND CONCEPTUAL APPROVAL OF THE OPERATING BUDGET FOR FISCAL YEAR 2020:**

RECOMMENDATION: Adopt Resolution No. 2018-0062, approving and adopting the Authority's Annual Operating Budget for Fiscal Year 2019, the Capital Program for Fiscal Years 2019-2023, and conceptually approving the Operating Budget for Fiscal Year 2020.

**[ACTION: 8-0-1 to approve staff's recommendation noting Board Member Cox as ABSENT.]**

*The Board recessed at 12:40 p.m. and reconvened at 12:43 p.m.*

**CLOSED SESSION:** The Board recessed into Closed Session at 12:44 p.m. to discuss Item 28.

- 20. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: San Diego County Regional Airport Authority v. American Car Rental, Inc., San Diego Superior Court Case No. 37-2016-00024056-CL-BC-CTL
- 21. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: K.S.A.N. L.L.C v. San Diego County Regional Airport Authority, et al. San Diego Superior Court Case No. 37-2017-00024982-CU-NP-CTL
- 22. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: Future DB International, Inc. v. San Diego County Regional Airport Authority, et al.  
San Diego Superior Court Case No. 37-2018-00001531-CU-CR-CTL
- 23. CONFERENCE WITH LEGAL COUNSEL EXISTING LITIGATION**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code 54956.9)  
Name of Case: Robert Bobbett and Donna Kashani v. San Diego Unified Port District, et al.  
San Diego Superior Court Case No. 37-2018-00014667-CU-PO-CTL
- 24. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Cal. Gov. Code §54956.9)  
Number of cases: 1
- 25. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.  
Number of potential cases: 1
- 26. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Navy Boat Channel Environmental Remediation  
Number of potential cases: 1

**27. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**

(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)

Number of potential cases: 2

**28. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**

Property: Airline Operating and Lease Agreement - San Diego International Airport

Agency Negotiator: Kim Becker, Scott Brickner, John Dillon, Kathy Kiefer, Amy

Gonzalez Negotiating Parties: Alaska Airlines, Allegiant Airlines, American Airlines, British Airways, Delta Airlines, FedEx, JetBlue Airlines, Southwest Airlines, United Airlines

Under Negotiation: price and terms of payment

**29. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

Cal. Gov. Code §54957

Title: President/CEO

**30. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

Cal. Gov. Code §54957

Title: General Counsel

**31. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

Cal. Gov. Code §54957

Title: Chief Auditor

**REPORT ON CLOSED SESSION:** The Board adjourned out of Closed Session at 1:10 p.m. There was no reportable action.

**GENERAL COUNSEL REPORT:** None.

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

**BOARD COMMENT:** None.

**ADJOURNMENT:** The meeting was adjourned at 1:10 p.m.