

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
EXECUTIVE AND FINANCE COMMITTEE MEETING  
MINUTES  
MONDAY, JUNE 24, 2013  
SAN DIEGO INTERNATIONAL AIRPORT  
BOARD ROOM**

**CALL TO ORDER:**

Chair Gleason called the Executive and Finance Committee and Special Board meeting to order at 9:02 a.m., Monday, June 24, 2013, in the Board Room of the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.

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

**ROLL CALL:**

***Executive Committee***

Present:	Committee Members:	Gleason, Robinson, Smisek
	Board Members:	Boland
Absent:	Committee Members:	None

***Finance Committee***

Present:	Committee Members:	Alvarez, Cox, Hubbs, Robinson
Absent:	Committee Members:	Sessom

Also Present: Jeffrey Woodson, Vice President, Administration; Breton K. Lobner, General Counsel; Tony R. Russell, Director, Corporate Services/Authority Clerk; Lorraine Bennett, Assistant Authority Clerk II

**NON-AGENDA PUBLIC COMMENT** - None

**NEW BUSINESS**

**1. APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the May 28, 2013, special meeting.

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

**FINANCE COMMITTEE NEW BUSINESS**

**2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE ELEVEN MONTHS ENDED MAY 31, 2013:**

Kathy Kiefer, Director, Accounting, provided a presentation on the Unaudited Financial Statements For the Eleven Months Ended May 31, 2013, which included Enplanements, Gross Landing Weight Units, Car Rental License Fees, Parking Revenue; Revenues and Expenses (Unaudited) For the Month Ended May 31, 2013, which included Operating Revenues, Operating Expenses, Financial Summary, and Nonoperating Revenues and Expenses; Revenues and Expenses (Unaudited) for the Eleven Months Ended May 31, 2013, which included Monthly Operating Revenue, Fiscal Year 2013, Operating Revenues, Monthly Operating Expenses, Fiscal Year 2013, Operating Expenses, Financial Summary, Nonoperating Revenues and Expenses, and Balance Sheets.

Chair Gleason requested that staff provide a list of unanticipated maintenance projects that have occurred in this Fiscal Year.

RECOMMENDATION: Receive the report.

**3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF MAY 31, 2013:**

Scott Brickner, Director, Financial Planning and Budget, provided a presentation on the Investment Report As of May 31, 2013, including Total Portfolio Summary, Portfolio Composition by Security Type, Portfolio Composition by Credit Rating, Portfolio Composition by Maturity Distribution, Benchmark Comparison, Detail of Security Holdings, Portfolio Investment Transactions, Bond Proceeds Summary, and Bond Proceeds Investment Transactions.

Chair Gleason requested staff to provide a presentation on the California Employee Retirement System Fund Annual and Investment Reports to the Board at a future meeting.

RECOMMENDATION: Receive the report.

**ACTION: Moved by Board Member Robinson and seconded by Board Member Alvarez to accept staff's recommendation for Items 2 and 3. Motion carried unanimously, noting Board Member Sessom as ABSENT.**

**EXECUTIVE COMMITTEE NEW BUSINESS**

4. **PRE-APPROVAL OF TRAVEL REQUESTS AND APPROVAL OF BUSINESS AND TRAVEL EXPENSE REIMBURSEMENT REQUESTS FOR BOARD MEMBERS, THE PRESIDENT/CEO, THE CHIEF AUDITOR AND GENERAL COUNSEL:**  
RECOMMENDATION: Pre-approve travel requests and approve business and travel expense reimbursement requests.
- ACTION: Moved by Board Member Smisek and seconded by Board Member Robinson to accept staff's recommendation. Motion carried unanimously.**

**REVIEW OF FUTURE AGENDAS**

5. **REVIEW OF THE DRAFT AGENDA FOR THE JULY 11, 2013, SPECIAL BOARD MEETING:**  
Jeffrey Woodson, Vice President, Administration, provided an overview of the draft agenda for the July 11, 2013 Special Board Meeting.
- In regards to Items 11 and 12, Board Member Robinson requested a written explanation as to why there is a 100% cost increase. Bryan Enarson, Vice President, Development, responded that the issue will be detailed in the staff reports for each item.
- Chair Gleason requested that Items 10, 14 and 16 be moved to New Business, and asked that staff work with General Counsel and Corporate Services Department regarding the title.
- In regards to Item 16, Board Member Alvarez requested that staff include in its Staff Report for the item, a response to a written communication received by a member of the public at the June 20, 2013 Special Capital Improvement Program Oversight Committee Meeting, about soil condition issues and associated future cost over runs.
6. **REVIEW OF THE DRAFT AGENDA FOR THE JULY 11, 2013, SPECIAL AIRPORT LAND USE COMMISSION MEETING:**  
Jeffrey Woodson, Vice President, Administration, provided an overview of the draft agenda for the July 11, 2013 Special ALUC Meeting.
- ACTION: Moved by Board Member Smisek and seconded by Board Member Robinson to approve Item 5 as amended and Item 6. Motion carried unanimously.**

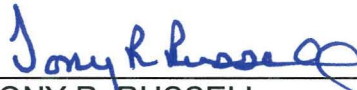
**COMMITTEE MEMBER COMMENTS**

Board Member Boland noted that the USO Ribbon Cutting Ceremony was scheduled on June 26, 2013.

**ADJOURNMENT**

The meeting was adjourned at 9:36 a.m. The next meeting of the Executive and Finance Committee will be held on Monday, August 26, 2013, at 9:00 a.m. in the Board Room at the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.

APPROVED BY A MOTION OF THE EXECUTIVE COMMITTEE OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY THIS 26<sup>th</sup> DAY OF AUGUST, 2013.



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TONY R. RUSSELL  
DIRECTOR, CORPORATE SERVICES/  
AUTHORITY CLERK

APPROVED AS TO FORM:



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BRETON K. LOBNER  
GENERAL COUNSEL