

**DRAFT  
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
TERMINAL DEVELOPMENT PROGRAM COMMITTEE MINUTES  
WEDNESDAY, JUNE 29, 2011  
SAN DIEGO INTERNATIONAL AIRPORT  
BOARD ROOM**

**CALL TO ORDER:**

Chair Boland called the special meeting of the Terminal Development Program Committee and Special Board Meeting to order at 9:00 a.m., Wednesday, June 29, 2011, 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 Smisek led the Pledge of Allegiance.

**ROLL CALL:**

Present:           Committee Members:   Boland, Hubbs, Panknin, Robinson  
                      Board Members:       Smisek

Absent:           Committee Members:   None

Also Present: Thella F. Bowens, President/CEO, Breton Lobner, General Counsel; Lisa Wolfson, Assistant Authority Clerk II; Sara Real, Assistant Authority Clerk I

**PUBLIC COMMENT** – None

**NEW BUSINESS**

**1.    APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the April 4, 2011 Committee Meeting.

**ACTION: Moved by Board Member Panknin and seconded by Chair Boland to accept staff's recommendation. Motion carried unanimously, noting Board Member Robinson as ABSENT.**

*Board Member Robinson arrived at 9:04 a.m.*

**2. COMMUNITY COMMUNICATION UPDATE:**

Diana Lucero, Director, Community and Public Relations, and Brenda Deeley, Senior Vice President, Porter Novelli, provided a presentation on the Community Communication Update, which included Terminal 2 Parking Lot Closure, Media Briefing and Tour, Topping Out Ceremony, Construction Communications, Construction E-Alert Survey, Concession Development Program Outreach, Mobile Website Launch, Communications Tools, and Award-Winning Outreach for the Green Build.

Chair Boland noted that the awards received should be highlighted at the July 7, 2011 Board Meeting.

**3. SMALL BUSINESS UPDATE:**

Bob Silvas, Director, Small Business Development, and Terry Johnson, Small Business Development Program Manager, provided a presentation on the Small Business Update, which included Award Results Contract 1 and Contract 2, Past Activities and Accomplishments, and Outreach Strategy for Remaining Packages.

Board Member Robinson commended staff on their work with small and local businesses.

**4. UPDATE ON THE GREEN BUILD CONSTRUCTION AUDIT:**

Scott Thein, Auditor, provided a presentation on the Update on the Green Build Construction Audit, which included the Green Build Diagnostic Review, Program Management Office Update, Program Funding/Financial Compliance Update, Program Manager and Construction Manager Update, DBE / Labor Compliance Update, Program Management System Update, and Phase 2 – Retroactive Financial Update.

Chair Boland expressed concern regarding how the funding is allocated. He stressed the importance of proper allocation and invoice reconciliation.

**5. GREEN BUILD PROGRAM UPDATE:**

Bob Bolton, Senior Program Manager, Terminal Development Program, provided a presentation on the Green Build Update, which included the history of the Green Build Construction, Structural Steel Erection, Airside, Landside, Terminal, the Topping Out Ceremony, LEED Silver Certification, and Construction Status At-A-Glance.

In response to Board Member Robinson regarding receiving financial assistance from the Federal Emergency Management Agency (FEMA) for the rain delays, Jeffrey Woodson, Vice President, Administration, stated that the Authority's application for financial assistance is being processed.

Chair Boland requested that an update on the FEMA financial assistance be added to the next Terminal Development Program Committee meeting agenda.

**6. FINANCE UPDATE:**

Vernon Evans, Vice President, Finance/Treasurer, provided a presentation on the Financial Overview of the Green Build Costs and Funding Sources, which included Terminal Development Program (TDP) by Contract, TDP by Location, TDP Grant Summary, and TDP Passenger Facility Charge Summary.

**7. GREEN BUILD GMP UPDATE:**

Bryan Enarson, Vice President, Development, provided a presentation on the Green Build Guaranteed Maximum Price (GMP) Update, which included GMP Overview Design-Builder Selection, Budget Setting Process, Transition to a GMP, Negotiations Process, and GMP Cost Basis.

Chair Boland requested that this presentation be given to the Board on July 7, 2011.

**NON-AGENDA PUBLIC COMMENT** – None

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT**

The meeting adjourned at 9:54 a.m. The next meeting will be held on October 11, 2011, at 9:00 a.m. in the Board Room in the Commuter Terminal at the San Diego International Airport.

APPROVED BY A MOTION OF THE TERMINAL DEVELOPMENT PROGRAM COMMITTEE THIS 11<sup>th</sup> DAY OF OCTOBER, 2011.

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BRYAN ENARSON  
VICE PRESIDENT, DEVELOPMENT

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TONY R. RUSSELL  
DIRECTOR, CORPORATE SERVICES/  
AUTHORITY CLERK