

# DRAFT

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
AIRPORT ADVISORY COMMITTEE  
SUSTAINABILITY SUBCOMMITTEE MEETING MINUTES  
Wednesday, November 10, 2008  
Commuter Terminal, Wright Brothers Boardroom**

## **1. COMMITTEE MEMBER AND STAFF INTRODUCTIONS:**

The fourth meeting of the San Diego County Regional Airport Authority Sustainability Subcommittee began at 1:30 p.m. on Wednesday, November 10, 2008, at the San Diego International Airport Commuter Terminal's Wright Brothers Board Room.

### **Subcommittee Members Present:**

Diane Coombs	Executive Director, Citizens Coordinate for Century 3
Richard Miller	San Diego Chapter Sierra Club
Carelyn Reynolds	President, Coronado Livery, Inc.
Carmen Sandoval	Director of Public Policy, San Diego Regional Chamber of Commerce
Joseph Seibel	Golden Hill Community Representative

### **Regional Airport Authority Representatives Present:**

Peggy L. Cooper, Strategic Planning Coordinator  
Steve Cornell, Director of Terminal Development Program  
Dan Frazee, Director of Airport Noise Mitigation  
Matt Harris, Senior Director of Executive Office  
Paul Manasjan, Director of Environmental Affairs  
Keith Wilschetz, Director of Airport Planning

## **2. REVIEW DRAFT MEETING MINUTES FROM AUGUST 18, 2008 MEETING:**

There were no changes to the meeting minutes.

## **3. PRIORITIES OF THE AIRPORT AUTHORITY RELATING TO SUSTAINABILITY**

Matt Harris presented an overview about the direction the Airport Authority is taking to reach sustainability initiatives. Matt was appointed by Thella Bowens to guide each and every department's individual sustainability efforts to ensure that sustainability goals are met according to plan. One of the Airport Authority's three-year objectives is to initiate sustainability (#2). This initiative was recently refined.

*Our objective is to become a more sustainable airport by (#1) aligning the Authority's sustainability goals with the draft Airport's Council International Sustainable Initiatives Index and establish baselines by June 2009; (#2) per the June 2009 baseline establishing and meeting percentages for implementation achievement by June 2010 and June 2011.*

A well-known inconvenience for Airport employees using public transit is that there is no convenient means to get to work without budgeting for additional funds and time. Beginning on November 15 until the end of the fiscal year, the Authority is launching a

pilot program to encourage public transportation use. A free shuttle will be offered between the Old Town Transit Center and the Commuter Terminal to eliminate the extra bus fare, while saving unnecessary commute time. Currently, Airport employees have half of their transit fees paid for by the Authority. The Authority is working with MTS to see if an additional discount can be offered.

Matt noted other sustainability initiatives currently underway including drafting a master transit plan to increase public transit use for employees and passengers. He also mentioned that the U.S. Environmental Protection Agency is giving the Authority a few diesel-particular vehicles to reduce the Authority's carbon footprint and gas emissions. Beginning in January 2009, the Authority was invited by the Global Reporting Initiative an international, non-governmental organization affiliated with the United Nations to devise a system of metrics to measure sustainability efforts for airports. Ten international airports were selected, including U.S. airports Portland and Denver.

He also noted that a Memorandum of Understanding (MOU) was signed by Attorney General Jerry Brown last spring. Currently, the MOU is being used as a foundation to help the Authority reduce emissions and their carbon footprint to meet the new emission reduction goals. However, due to low passenger turnout, the Authority has identified that funds will have to be used very sensibly. Furthermore, some sustainability initiatives will have to be on pause including upgrading the cargo facilities and implementing a landside power system.

Subcommittee comments about the presentation:

- Patricia Tennyson asked if this was a service for Airport employees only.
  - Matt said that at this time the pilot program is using the only spare Airport shuttle, and will not be able to accommodate the public.
- Richard Miller asked what the timeline is on some of these initiatives for purchasing and implementing CNG and electrical shuttle equipment.
  - Matt said no specific date is set, but the Authority is making a commitment to complete the purchase when there is enough money to do so.
- Patricia noted that there the Port is also implementing a clean air program and moving forward with landside power concept as well.
- Carelyn Reynolds asked if the Authority was working with local transit operations to identify feasible sustainability goals.
  - The Authority plans to work with rental car, taxi cab and shuttling companies to address sustainability initiatives, including the purchasing and use of electric and CNG vehicles.
- Diane Coombs realized that the Authority may not have a way of regulating truck traffic coming in and out of the Airport. Is it possible to have them meet the Authority's sustainability standards?
  - Matt said that the Authority currently does not have a way of regulating that kind of activity. He added that the cargo operation, especially the Fed-Ex operation, is a substantial function at the Airport, and interference with

their existing operational system could interfere with the region's deliveries.

- Patricia added that the Port identified this as an issue as well. She believes they were looking at a grant to help this effort.
- Steve Cornell added that a long-term development plan is underway to reconfigure the Airport's cargo operation. Part of the reconfiguration will work to reduce truck emissions.
- Paul Manasjan added that there is a consultant selected to help the Authority with an Air Quality Management Plan. One of the requirements for that is to obtain funding for the Airport, instead of asking the tenants to purchase CNG or electric vehicles.

#### **4. PRESENTATION: TERMINAL DEVELOPMENT PROGRAM SUSTAINABILITY INITIATIVE**

Steve Cornell presented the progress of the terminal expansion projects. He shared drawings of the newly designed drop-off and pick-up areas which will be tiered and completely separate from each other. He also shared sustainability ideas the Authority has in mind to reduce the amount of passenger vehicle emissions by having a more efficient passenger check-in design. This design would separate departing passengers (second level) from arriving passengers (first level).

Steve shared that on the second level would have "smart curbs" which would be an open-aired check-in area that would have conveyor belts to transport luggage. He also indicated that sky cabs would transport passengers from the parking lot to the terminals.

The newly designed terminal would be a three-story terminal, and his team is looking at things such as solar collectors on the rooftops, a more organized runway, a waste disposal area on the apron by the terminals and using more low-energy lighting on the runways. He also indicated the design team is looking at other ideas such as designing a multi-media center on site, to attract convention-enthusiasts, eliminating the commute time to travel to an offsite location. He also shared parking structure plans, water efficiency plans, energy efficiency plans, the incorporation of public transportation plans and the upgraded cargo facility plans to reduce truck traffic and their air emissions.

#### **Subcommittee comments about the presentation:**

- Carelyn asked what percentage of the new parking lot would be used for short term parking versus long term parking.
  - Steve said about 75% of the new parking facility would be designed to accommodate short-term parking. Today, 80% utilize the Airport's parking lot for 1.25 hours or less.
- Carelyn asked how the team determined departing passengers to be located on the first level, and not the second level.
  - Steve said that as passengers land onto the surface level, and as baggage claim is located on the surface level, it made sense to have the departing passengers be picked up on the first level.

- Carmen Sandoval asked how many parking spaces are planned for the new lot.
  - Steve said it is currently configured for 5,000 parking spaces.
- Richard Miller asked if the Authority planned on using water cisterns.
  - Steve said that the state of California does not allow for water cisterns to be in place. The Authority plans to have a gray water system in place, and Steve said that the sink water would be more than enough to service the Airport.
- Carmen asked to confirm what the energy reduction percentages.
  - Steve said there are two percentages that the Authority is looking at. A 20% reduction in energy-use per a building would grant the Authority a silver certification, a 40% reduction goal would grant a gold certification.

## **5. PRESENTATION: AIM TO SUSTAIN**

Keith Wilschetz presented a quick overview about how the Airport Authority management team is working to change the long and often convoluted approval processes. The Authority has identified a CIP committee to review and enhance this process to name areas where processes can be tightened and quicker. Keith said that he hopes to have this new system implemented before the end of the year.

### Subcommittee comments about the presentation:

- There were no comments from the subcommittee.

## **6. EMPLOYEE ENGAGEMENT IN SUSTAINABILITY**

Paul Manasjan shared how the Airport Authority is educating all Airport employees about sustainability initiatives by hosting a contest. Staff collected sustainability concepts and ideas from Airport employees to develop a Top 10 list of practices that the Airport and staff could begin today. Each employee was asked to submit an idea to their manager and each idea was submitted into the contest. The top 10 ideas were:

1. Use reusable dishware
2. Get rid of plastic bottles
3. Have waters in pitchers
4. Bring a healthy lunch in a reusable container
5. Recycle more and waste less (including thinking before you print and avoiding the color printer)
6. Flipping the switch of lights and computer monitors before you leave
7. Buying green products
8. Using alternative means to commute to work other than your car
9. Conserving and respecting the time of others (including attending meetings on time, encouraging phone calls rather than meetings)
10. Sharing equipment and supplies to decrease costs

### Subcommittee comments about the presentation:

- There were no comments from the subcommittee.

**ADJOURNMENT:**

The Sustainability Subcommittee meeting adjourned at 3:31 p.m. The next meeting will be held on **Monday, February 9, 2009 from 1:30 to 3:30 p.m.** at the San Diego International Airport Commuter Terminal's in the Wright Brothers Board Room.

APPROVED BY A MOTION OF THE ADVISORY COMMITTEE THIS 9TH DAY OF FEBRUARY 2009.

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JOSEPH SEIBEL  
SUSTAINABILITY SUBCOMMITTEE CHAIR

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LARRY STAMBAUGH  
SUSTAINABILITY SUBCOMMITTEE VICE CHAIR