



**SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY**

Meeting Date: **NOVEMBER 3, 2011**

Subject:

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

Recommendation:

For information only.

Background/Justification:

Authority Policy 3.30 (2)(b) and (4)(b) require that business expenses reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

Authority Policy 3.40 (2)(b) and (3)(b) require that travel expense reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

The attached reports are being presented to comply with the requirements of Policies 3.30 and 3.40.

Fiscal Impact:

Funds for Business and Travel expenses are included in the FY 2012 Budget.

Authority Strategies:

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Equal Opportunity Program:

Not applicable.

Prepared by:

TONY RUSSELL
DIRECTOR, CORPORATE SERVICES/AUTHORITY CLERK

TRAVEL REQUESTS

THELLA F. BOWENS

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

1. TRAVELER:

Travelers Name: Thella F. Bowers Dept: 6/Executive Office

Position: Board Member President/CEO Gen. Counsel Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 10/04/11 PLANNED DATE OF DEPARTURE/RETURN: 11/08/11 / 11/12/11

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip- continue on extra sheets of paper as necessary):

Destination: Atlanta, GA Purpose: ACI-NA Facilitated Discussion Session with Airport Official Representatives

Explanation: ACI-NA Facilitated Discussion Session with Airport Official Representatives as Chair of ACI-NA

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

- AIRFARE \$ 670.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 100.00

B. LODGING \$ 500.00

C. MEALS \$ 300.00

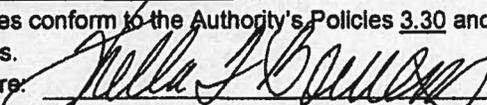
D. SEMINAR AND CONFERENCE FEES \$ _____

E. ENTERTAINMENT (If applicable) \$ _____

F. OTHER INCIDENTAL EXPENSES \$ _____

TOTAL PROJECTED TRAVEL EXPENSE \$ 1570.00

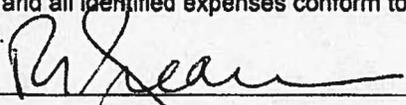
CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 4 Oct 2011

CERTIFICATION BY ADMINISTRATOR (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature:  Date: 10-4-11

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, _____, hereby certify that this document was approved
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its _____ meeting.
(Leave blank and we will insert the meeting date.)

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST**

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- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

1. TRAVELER:

Travelers Name: Thella F. Bowens Dept: 6/Executive Office
 Position: Board Member President/CEO Gen. Counsel Chief Auditor
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 10/04/11 PLANNED DATE OF DEPARTURE/RETURN: 11/15/11 / 11/16/11

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip- continue on extra sheets of paper as necessary):

Destination: St. Louis, MO Purpose: ACI-NA Facilitated Discussion Session with Airport Official Representatives
 Explanation: ACI-NA Facilitated Discussion Session with Airport Official Representatives as Chair of ACI-NA

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

| | | |
|--|----|----------------|
| • AIRFARE | \$ | 450.00 |
| • OTHER TRANSPORTATION (Taxi, Train, Car Rental) | \$ | 100.00 |
| B. LODGING | \$ | 300.00 |
| C. MEALS | \$ | 300.00 |
| D. SEMINAR AND CONFERENCE FEES | \$ | |
| E. ENTERTAINMENT (If applicable) | \$ | |
| F. OTHER INCIDENTAL EXPENSES | \$ | |
| TOTAL PROJECTED TRAVEL EXPENSE | \$ | 1150.00 |

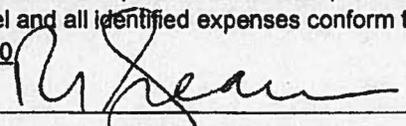
CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 4 Oct 2011

CERTIFICATION BY ADMINISTRATOR (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

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1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature:  Date: 10-4-11

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

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 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its _____ meeting.
 (Leave blank and we will insert the meeting date.)

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

1. TRAVELER:

Travelers Name: Thella F. Bowens Dept: 6/Executive Office

Position: Board Member President/CEO Gen. Counsel Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 08/25/11 PLANNED DATE OF DEPARTURE/RETURN: 1/7/12 / 1/12/12

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: Kona, HI Purpose: AAAE Aviation Issues Conference
Explanation: Member of AAAE Policy Review Committee and representing ACI-NA as Board Chair

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

- AIRFARE \$ 1000.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 450.00

B. LODGING \$ 2000.00

C. MEALS \$ 500.00

D. SEMINAR AND CONFERENCE FEES \$ 700.00

E. ENTERTAINMENT (If applicable) \$ _____

F. OTHER INCIDENTAL EXPENSES \$ _____

TOTAL PROJECTED TRAVEL EXPENSE \$ 4650.00

CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: *Thella Bowens* Date: 4 Oct 2011

CERTIFICATION BY ADMINISTRATOR (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: *R. Sean* Date: 10-4-11

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, _____, hereby certify that this document was approved
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its _____ meeting.

(Leave blank and we will insert the meeting date.)

EXPENSE REPORTS

BRUCE BOLAND

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

BUSINESS EXPENSE REIMBURSEMENT REPORT

9/13/2011

Period Covered

| DATE | G/L Account | Description | AMOUNT |
|--|-------------|--|----------|
| 9/13/11 | 66240.1000 | Breakfast meeting at Trellises Restaurant with Harry Mathis, Director, MTS, regarding taxi/airport/MTS issues (pre-approved by Chair Robert Gleason) | \$ 34.09 |
| <div style="float: left; width: 30%; font-size: small;"> <p>Breakfast - Harry Mathis (MTS) & Boland Taxi / Airport / MTS</p> <p>TRELLISES</p> <p>11932 PATRICIA 1</p> <p>232/1 5044 GST</p> <p>2 SEP13'11 8:30AM</p> <p>1 YOGURT & FRUIT 11.00</p> <p>1 EGGS YW (2) 10.00</p> <p>2 COFFEE 6.00</p> <p>SUBTOTAL 27.00</p> <p>TAX 2.09</p> <p>8:34 PAYMENT DUE 29.09</p> <p>FOR HOTEL GUESTS ONLY</p> <p>GRATUITY 5</p> <p>TOTAL 34.09</p> <p># _____ ROOM</p> <p>PRINT NAME _____</p> <p>SIGNATURE _____</p> </div> <div style="float: right; width: 65%; text-align: right;"> <p>TOTAL \$34.09</p> </div> | | | |

I acknowledge that I have read, understand and agree to Authority *Policy 3.30 - Business Expense Reimbursement Policy and that any purchases that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct.

* Policy 3.30

APPROVED:

NAME

Bob Boland

NAME

Robert Gleason

DATE

9/19/11

DATE

9.23.11

ROBERT GLEASON

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
TRAVEL EXPENSE REPORT - Board Members
(To be completed within 30 days from travel return date)**

Board member name: Robert H. Gleason
 Departure Date: 9/15/2011 Return Date: 9/21/2011 Report Due: 10/21/11
 Destination: _____

Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

Business Expense Reimbursement Policy 3.30

Travel and Lodging Expense Reimbursement Policy 3.40

| | Authority Expenses (Prepaid by Authy) | Board Member Expenses | | | | | | | TOTALS | |
|--|--|-----------------------|---------|---------|-----------|----------|--------|----------|--------|----------|
| | | SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY | | |
| | | 9/18/11 | 9/19/11 | 9/20/11 | 9/21/11 | | | | | |
| Daily PerDiem Limitations: | | | | | | | | | | |
| **GSA Daily Hotel Rate or Conference Hotel Rate | | 279.00 | 279.00 | 279.00 | | | | | | |
| **GSA Daily Meals, Entertainment & Incidentals (ME&I) | | 53.25 | 71.00 | 71.00 | 53.25 | | | | | |
| Air Fare, Railroad, Bus (attach copy of itinerary w/charges) | 451.40 | | | | | | | | | 0.00 |
| Conference Fees (provide copy of flyer/registration expenses) | 1,199.00 | | | | | | | | | 0.00 |
| Rental Car | | | | | | | | | | 0.00 |
| Gas and Oil | | | | | | | | | | 0.00 |
| Garage/Parking | | | | | | | | | | 0.00 |
| Mileage - attach mileage form | | | | | | | | | | 0.00 |
| Taxi/Shuttle Fare (include tips pd.) To/From meetings, airport, etc. | | 18.00 | 13.00 | 31.00 | 16.00 | | | | | 78.00 |
| Hotel - Actual Expense Paid - Excluding Taxes | | 279.00 | 279.00 | 279.00 | | | | | | |
| Allowable Hotel (Lessor of Actual or GSA Allowance) | | 279.00 | 279.00 | 279.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 837.00 |
| Hotel Taxes Paid | | 40.46 | 40.46 | 40.46 | | | | | | 121.38 |
| Telephone, Internet and Fax | | | | | | | | | | 0.00 |
| Laundry | | | | | | | | | | 0.00 |
| Meals, Entertainment & Incidentals (M,E&I): | | | | | | | | | | |
| Meals (include tips pd.) | Breakfast | | | | | | | | | |
| | Lunch | | | | | | | | | |
| | Dinner | | | | | | | | | |
| | Other Meals | | | | | | | | | |
| Entertainment (Hospitality) ¹ | | | | | | | | | | |
| Tips Paid to Maids, Bellhops and other hotel servers | | | | | | | | | | |
| Taxi/Shuttle Fare (include tips pd.) To/From meal destinations | | | | | | | | | | |
| Total Meals, Entertainment & Incidentals | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| GSA Allowance for M,E&I (from above) | | 53.25 | 71.00 | 71.00 | 53.25 | 0.00 | 0.00 | 0.00 | | |
| Allowable M,E&I (Lessor of Actual or GSA Allowance) | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 |
| <i>Alcohol is a non-reimbursable expense</i> | | | | | | | | | | 0.00 |
| Miscellaneous: Baggage check charge | | 25.00 | | | 25.00 | | | | | 50.00 |
| Missing Receipt Form attached) | | | | | | | | | | 0.00 |
| | | | | | | | | | | 0.00 |
| Total Expenses | 1,650.40 | 362.46 | 332.46 | 350.46 | 41.00 | 0.00 | 0.00 | 0.00 | | 1,086.38 |

Add any additional details as needed for explanation (attach add'l sheet if needed):

| | |
|--|-----------------|
| Grand Trip Total | 2,736.78 |
| Less Cash Advance (attach copy of Authority ck) | |
| Less Expenses Prepaid by Authority | 1,650.40 |
| Due Traveler - if positive amount, prepare check request | |
| Due Authority - if negative, attach check payable to SDCRAA | 1,086.38 |

Alcohol is a non-reimbursable expense

¹Give names and business affiliations of all persons whose meals were paid by traveler.

Failure to attach required documentation will result in the delay of processing reimbursement. If you have any

Note: Send this report to Accounting even if the amount is \$0.

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy⁴ and 3.30 - Business Expense Reimbursement Policy³ and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By: April Warren
 Traveler Signature: [Signature]
 Administrator's signature: [Signature]

Ext.: 2408
 Date: 9.26.11
 Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be completed by Clerk)

I, _____ hereby certify that this document was approved by the Executive Committee at it's meeting on _____.

Clerk Signature: _____ Date: _____

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

1. TRAVELER:

Travelers Name: Robert H. Gleason Dept: Board/02
 Position: Board Member President/CEO Gen. Counsel Chief Auditor
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 7/12/11 PLANNED DATE OF DEPARTURE/RETURN: 9/18/11 / 9/21/11

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip- continue on extra sheets of paper as necessary):

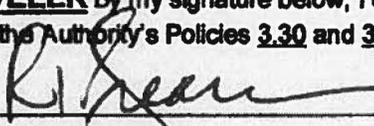
Destination: Washington, DC Purpose: Attend Conference
 Explanation: San Diego Regional Chamber of Commerce, One Region/One Voice - San Diego Mission to Washington, DC

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

| | | |
|--|-----------|--------------------|
| • AIRFARE | \$ | <u>500</u> |
| • OTHER TRANSPORTATION (Taxi, Train, Car Rental) | \$ | <u>200</u> |
| B. LODGING | \$ | <u>900</u> |
| C. MEALS | \$ | <u>300</u> |
| D. SEMINAR AND CONFERENCE FEES | \$ | <u>1300</u> |
| E. ENTERTAINMENT (if applicable) | \$ | <u> </u> |
| F. OTHER INCIDENTAL EXPENSES | \$ | <u> </u> |
| TOTAL PROJECTED TRAVEL EXPENSE | \$ | <u>3200</u> |

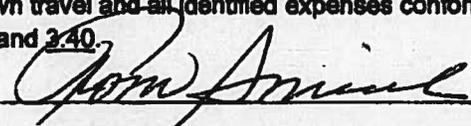
CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 7.15.11

CERTIFICATION BY ADMINISTRATOR (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature:  Date: 7-18-2011

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, Tony R. Lussell, Authority Clerk, hereby certify that this document was approved
 (Please leave blank. Whoever clerk's title meeting will insert their name and title.)

by the Executive Committee at its 7/25/11 meeting.



OneRegion OneVoice

San Diego Mission to Washington D.C., September 18 - 21, 2011



REGISTRATION FORM

Last Name: Gleason First Name: Robert
 Social Security #: _____ Birthdate: _____
 Driver's License and/or Passport number: _____
 Participant's Home Address: _____
 City: San Diego State: CA Zip: _____
 Name Badge Preference: Robert
 Business/Organization Name: San Diego County Regional Airport Authority
 Business/Organization Address: 3225 North Harbor Drive
 City: San Diego State: CA Zip: 92101-1645
 Email: awarren@san.org Phone: 619-400-7408 Cell Ph: _____

Note: State or government issued photo I.D., Social Security number and birthdate required for Federal security clearance

Please number your 1st, 2nd and 3rd choice for your Advocacy Team:

- 3 Resources (Water & Energy) 1 Transportation Education & Workforce 2 National Defense & Homeland Security
 Healthcare/Medical IT Border Related Issues Small Business/DOC Technology & Cyber Security

| PRO RATES* | Per Person Rates | |
|--|------------------|---------------------------|
| | Standard | By Friday - July 29, 2011 |
| <input checked="" type="checkbox"/> Member Registration | \$1,399 | \$1,299 |
| <input type="checkbox"/> Non-Member Registration | \$1,699 | \$1,499 |
| * Rates do not include hotel or air fares, see below for hotel information. Total: | | |

HOTEL INFORMATION:

San Diego Regional Chamber of Commerce has negotiated special rates for the Washington DC Delegation at The Madison - A Loews Hotel. Please make your reservation as soon as possible by contacting the hotel directly. You must mention the San Diego Regional Chamber of Commerce block to get the special group rate.



Note: When the rooms in the Chamber block are sold out, requests will be handled on a space-available basis at the hotel's standard rate. Make your reservations early!

CANCELLATION POLICY

I agree and accept the conditions and payment obligations outlined within this event agreement and I agree to pay the invoice when rendered within the terms stated on the invoice.

I understand that all cancellations must be in written from the person who signed the booking form (or other legal representative) and will commence from the date the cancellation notice was received by the San Diego Regional Chamber of Commerce. In the event of cancellation the following charges (below) will become payable:

| | | | |
|-----------------------------------|-------------------------------|------------------------------------|------------------------|
| 48 days or more before event date | Full Refund of Committed Fees | 14 - 20 days before event date | 75% of Committed Fees |
| 31 - 45 days before event date | 25% of Committed Fees | 13 days or fewer before event date | 100% of Committed Fees |
| 21 - 30 days before event date | 50% of Committed Fees | | |

It is agreed that the stipulated damages set forth above are reasonable and fair under the present circumstances.

By: Anne Warren Title: Board Administrator Date: 7/20/11

PROGRAM PAYMENT**

** Form of Payment must accompany registration

- Check Visa Master Card American Express
 Please Send Invoice to my Attention

Signature: Anne Warren

Card #: 4246 0400 1410 7926

Exp. Date: 8/13

Billing Address: P. O. Box 82776
San Diego, CA 92138

Date: 7-20-11

PLEASE FAX OR MAIL YOUR REGISTRATION TO: 619-744-7441
Events Department - San Diego Regional Chamber of Commerce, 402 West Broadway, Suite 1000, San Diego, CA 92101

Warren Anne

From: webinfo@sdchamber.org
Sent: Wednesday, July 20, 2011 1:52 PM
To: Warren Anne
Subject: ORDER RECEIPT from San Diego Regional Chamber of Commerce

Importance: High

Items Ordered from:

San Diego Regional Chamber of Commerce

Billing Information

San Diego County Regional
Airport Authority
Anne Warren
P.O. Box 82776
San Diego, CA 92138-2776

**Shipping/Contact
Information**

Ship to: Billing Address
Ship via: Standard Shipping
Anne Warren

Phone: (619) 400-2408
Fax: (619) 400-2406

Payment Information

Method: Visa
Card #: xxxx-xxxx-xxxx-
7926

awarren@san.org

Order Date: 7/20/2011 Order Number:
15803/43524 Reference: VDVA2CD8DF3A

The total amount owed has been charged to your credit card.

| Description | Qty | Member Price | Ext. Price | Amt. Pd/Adj | Amt. Owed |
|---|-----|--------------|------------|-------------|-----------|
| 1) Individual Registration Early Booking (9/18/2011) | 1 | \$1,299.00 | \$1,299.00 | \$1,299.00 | \$0.00 |
| 2) Additional Guest (2nd Ticket Only) Early Booking (9/18/2011) | 1 | \$1,099.00 | \$1,099.00 | \$1,099.00 | \$0.00 |
| Sub-Total | | | \$2,398.00 | \$2,398.00 | \$0.00 |
| Total | | | \$2,398.00 | \$2,398.00 | \$0.00 |

PayPal has routed, processed, and secured your payment information. [More information about VeriSign](#)

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

SUNDAY, 09/18

| | | | |
|-----------|---|----------------------------|--|
| 7:00 p.m. | DELEGATION WELCOME RECEPTION <u>Hosted by:</u> Buchanan, Ingersoll & Rooney, PC | <i>(The Hotel Madison)</i> | |
|-----------|---|----------------------------|--|

MONDAY, 09/19

| | | | |
|------------|---|--|--|
| 7:30 a.m. | DELEGATION BREAKFAST <u>Location:</u> The Hotel Madison | <i>(The Hotel Madison)</i> | |
| 9:00 a.m. | US Customs & Border Protection <u>Meeting:</u> Alan Bersin, Commissioner | <i>(The Hotel Madison)</i> | Border Infrastructure |
| 10:00 a.m. | National Institutes of Health <u>Meeting:</u> Dr. Rockey, Deputy Director for Extramural Research | <i>(9000 Rockville Pike, Bethesda, MD, Bld1/ 144)</i> 10 ppl | Funding for Research Health and Wireless Health in SD |
| 10:00 a.m. | Office of Congressman John Fleming, M.D. <u>Meeting:</u> Benjamin Schultz, Legislative Director/Defense Advisor | <i>416 Cannon HOB</i> | |
| 11:00 a.m. | White House Council on Environmental Quality <u>Meeting:</u> Chairwoman Nancy Sutley | <i>(722 Jackson Place, Conference Center, 1st Floor)</i> | |

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

| | | | |
|------------|--|--|---|
| 11:00 a.m. | Department of State <u>Meeting:</u> Matthew Rooney, Deputy Assistant Secretary of State for Western Hemisphere Affairs | Main State Dept. Bldg. (C & 22 nd St) 40 ppl | Border |
| 11:00 a.m. | Office of Senator Richard C. Shelby (AL-R) Appropriations Committee, Subcommittees on Defense; Energy & Water; Homeland Security, Commerce, Justice Science (GSA), Housing Committee <u>Meeting:</u> Todd Stiefler, Legislative Director | Russell Senate Bldg. Rm 304 8-10 ppl | Homeland security, Housing, Border Infrastructure, Energy |
| 11:30 a.m. | Offices of Housing and Urban Development (HUD) <u>Meeting:</u> Yolanda Chavez, Deputy Assistant Secretary | 451 7 th Street (at corner of E St.), SW, Room 7204, access through the south side of the building. | Housing |
| 12 NOON | DELEGATES LUNCH ON OWN | | |
| 1:00 p.m. | US Patent and Trademark Office <u>Meeting:</u> Peggy Focarino, Deputy Commissioner | (Madison East Bldg. MDE10C55, 600 Dulany St., Alexandria, VA 22314) 10-12 ppl | Patent Reform and Intellectual Property |
| 1:30 p.m. | Office of Congressman Mike Doyle (PA- D) Energy & Commerce Committee, Technology; Energy & Water Subcommittee <u>Meeting:</u> Katie Ott, Senior Legislative Assistant | 401 Cannon HOB | Technology, energy and water |
| 2:00 p.m. | US Small Business Administration <u>Meeting:</u> Jim Hammersley, Deputy Assistant Administrator, Office of | (409 3 rd St. SW) 10-12 ppl | Small Business, VETS Training and Workforce Development |

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

| | | | |
|-----------|---|--|---|
| | Policy and Strategic Planning | | |
| 2:00 p.m. | Office of Senator Barbara Boxer Commerce, Science & Transportation, Chairwoman – Senate Environment & Public Works <u>Meeting:</u> Brian McKeon, Senior Advisor | <i>112 Hart Senate Office Building</i> | Transportation, Energy, Technology |
| 2:00 p.m. | Health and Human Services <u>Meeting:</u> Ann Widger, Dir. of Ex. Affairs; Jim Mason, Sr. Advisor to the Director; Rex Cowdry, Office of Health Insurance Exchanges and Chiquita Brooks-LaSure, Office of Health Reform | <i>200 Independence Ave. SW 5 ppl</i> | |
| 2:30 p.m. | Office of Congressman John Kline (MN- R) Chairman, House Education and Workforce Committee <u>Meeting:</u> James Bergeron and Amy Jones, Education Policy Counsel and Senior Advisor to the Committee | <i>2257 Rayburn House Office Building</i> | Education, Workforce Development, WIA |
| 3:00 p.m. | Office of Senator Tom Coburn Committee on Finance <u>Meeting:</u> Sarah Beth Groshart, General Counsel and Josh Trent, Legislative Assistant for Health Policy | <i>Russell Senate Bldg. 172 8 ppl</i> | Patent reform & Intellectual Property, Healthcare, Healthcare Technology |
| 3:00 p.m. | Office of Commerce, Manufacturing and Trade Committee <u>Meeting:</u> Gib Mullan, Chief Counsel | <i>2125 Rayburn HOB</i> | |
| 3:00 p.m. | Housing and Urban Development (HUD) <u>Meeting:</u> Benjamin Metcalf, Senior Advisor, Office of Multifamily Housing Programs | <i>541 7th St. SW, Rm 6110, Washington DC 20410</i> | |
| 3:30 p.m. | Office of Congresswoman Anna G. Eshoo (CA-D) Energy and Commerce, Ranking Member of the Communications and Technology Subcommittee | <i>205 Cannon HOB</i> | Technology, Energy |

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

| | | | |
|-----------|---|--|--|
| | <u>Meeting:</u> J. David Grossman, Senior Technology Policy Advisor | | |
| | US Chamber of Commerce <u>Meeting:</u> Katie Mahoney, Executive Director, Health Policy | 1615 H St., NW? | |
| 4:00 p.m. | Office of Governor Edmund G. Brown, Jr. <u>Meeting:</u> Brian Turner, Deputy Director | 444 N. Capitol Street, NW, Suite 134 | |
| 4:00 p.m. | Embassy of Mexico, Department of Commerce/International Trade Administration <u>Meeting:</u> | (1911 Pennsylvania Ave. NW) 20 ppl | |
| 4:30 p.m. | Office of Congressman Robert Aderholt (AL-R) Appropriations, Chairman, Homeland Security Subcommittee, cjs (GSA) <u>Meeting:</u> Emily Benavides, Legislative Correspondent & Systems Administrator | 2264 Rayburn HOB | Border, Military – Cyber Security |

TUESDAY, 09/20

| | | | |
|-----------|--|---------------------|--|
| 8:00 a.m. | DELEGATION BREAKFAST Authorization, Appropriations, and the Supercommittee – Buchanan, Ingersoll & Rooney, PC <u>Location:</u> The Hotel Madison | (The Hotel Madison) | |
|-----------|--|---------------------|--|

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

| | | | |
|------------|--|--|------------------------------|
| | Presenter: Jon Plebani | | |
| 10:00 a.m. | Office of Congressman Ken Calvert (CA) Meeting: Maria Bowie, Legislative Director | 2269 Rayburn HOB | |
| 10:00 a.m. | Office of Senator Diane Feinstein (CA-D) Appropriations, Energy and Water Subcommittee Chairman Meeting: Senator Diane Feinstein | 331 Hart Senate Office Building 8-10 ppl | Energy & Water |
| 10:00 a.m. | Health Human Services Meeting: Geoffrey Gerhardt, Senior Advisor to the National Coordinator | Humphrey Bldg., 200 Independence Ave. SW (Bella Foley will escort to room: 202-690-7151) 10 ppl | |
| 10:30 a.m. | Office of Silvestre Reyes Meeting: Luis Torres, Legislative Director | 2210 Rayburn HOB | |
| 11:00 a.m. | Office of US House Comm. on Energy and Commerce, Subcommittee on Health Meeting: Heidi Stirrup, | 2322B Rayburn HOB | |
| 11:00 a.m. | Office of Congressman Joe Baca (CA-D) Fin Services, Financial Institutions and Consumer Credit Meeting: Jack Cummins, Legislative Assistant | 2366 Rayburn HOB 3ppl | DoDD, Housing, Border |
| 11:00 a.m. | US Department of Education Meeting: Tony Miller, Deputy Secretary | 400 Maryland Ave. 8-10 ppl | |

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

| | | | |
|---------------------|---|--|--|
| 11:00 a.m. | Office of Congressman John Garamendi (CA-D) Armed Services, Natural Resourced - Water <u>Meeting:</u> Congressman John Garamendi | <i>228 Cannon HOB</i> | Military – Cyber Security, Water, Border |
| 11:00 a.m. | Office of Senator Coats Senate Appropriations, Sub-Committee Homeland Security, Defense, Veterans <u>Meeting:</u> Carol Cribbs, Professional Staff | <i>125 Hart HOB</i> | Military – Cyber Security, Border, Veterans |
| 11:00 a.m. | House of Representatives Transportation & Infrastructure Comm., Economic Development, Public Building & Emergency Management Sub-Committee <u>Meeting:</u> Dan Matthews, Staff Director & JoAnna Hardy, Counsel | <i>585 Ford Bldg.</i> | Border, Transportation |
| 12 NOON - 1:30 p.m. | DELEGATION LUNCHEON Offices of McKenna, Long & Aldridge <u>Meeting:</u> Ari Schwartz, Senior Internet Policy Advisor at NIST | <i>1900 K Street, NW Founder's Room</i> | Technology, Cyber Security |
| 2:00 p.m. | U.S. Department of Education <u>Meeting:</u> Massie Ritsch, Dep. Ass. Sec. Of Ex. Affairs and Outreach Services | <i>(400 Maryland Ave. SW Room 5E100)</i> | |
| 2:00 p.m. | Office of Congressman Jim Costa (CA-D) Natural Resources (Water) <u>Meeting:</u> Jaclyn Murray, Sr. Legislative Assistant | <i>1314 Longworth HOB</i> | Water, Energy, Border |
| 2:00 p.m. | Department of Energy <u>Meeting:</u> Kerry Duggan, Senior Advisor for Dr. Henry Kelly | <i>(1000 Independence Ave SW)</i> | |
| 2:00 p.m. | Department of Commerce | | |

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

| | | | |
|-----------|---|--|--|
| | <u>Meeting:</u> Walter Bastian and Geri Word | | |
| 2:00 p.m. | Pentagon – US Navy <u>Meeting:</u> Under Secretary of the Navy, Robert Work | <i>(Pentagon)</i> 12-14 ppl | |
| 3:00 p.m. | Pentagon – US Marine Corps <u>Meeting:</u> General Dunford, US Marine Corps | <i>(Pentagon)</i> 12-14 ppl | |
| 3:00 p.m. | Office of Congresswoman Lucille Roybal-Allard House Appropriations, Homeland Security, CAB/HHS/ED <u>Meeting:</u> Matthew Lee, Legislative Assistant | <i>2330 Rayburn</i> 5 ppl. | Border, Education, Health |
| 3:30 p.m. | General Services Administration <u>Meeting:</u> | | Border |
| 3:30 p.m. | Office of Congressman Latham (IA-R) Appropriations, Chairman THUD Subcommittee, homeland security <u>Meeting:</u> Congressman Tom Latham | <i>(2217 Rayburn HOB)</i> 8-10 ppl | Transportation, Housing, Border |
| 5:00 p.m. | BUS DEPARTS THE HOTEL MADISON FOR DELEGATION PHOTO AND EVENING RECEPTION | | |
| 5:30 p.m. | DELEGATION PHOTO <u>Location:</u> Capitol Building, EAST Side | | |
| 6:30 p.m. | DELEGATION RECEPTION Co- Hosted by former Congressman Bill Lowery, Innovative Federal Strategies and Ben Haddad, California Strategies. <u>Location:</u> Home of former Congressman Bill Lowery | <i>812 East Capital St., NE</i> 65 ppl | |

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

WEDNESDAY, 09/21

| | | | |
|------------|---|--|--|
| 8:00 a.m. | DELEGATION BREAKFAST <u>Location:</u> The Hotel Madison | <i>(The Hotel Madison)</i> | |
| 9:30 a.m. | Office of Congressman Duncan Hunter (CA-R) Armed Services, Education and Workforce <u>Meeting:</u> Congressman Duncan Hunter | | Military, Education, Workforce |
| 10:00 a.m. | Department of Transportation <u>Meeting:</u> Polly Trottenberg, Assistant Secretary for Transportation Policy | <i>(US DOT Headquarters)</i> <i>30-40 ppl</i> | |
| 10:00 a.m. | Office of Congressman Darrell Issa (CA-R) <u>Meeting:</u> Veronica Wong, Deputy Chief of Staff and Michael O'Neill, Legislative Assistant | | Oversight and Government Reform, Chairman |
| 10:00 a.m. | Office of Congressman Bob Filner (CA-D) <u>Meeting:</u> Congressman Bob Filner | | Veterans Affairs, Ranking Member, Transportation and Infrastructure |
| 10:15 a.m. | Office of Congressman Bill Shuster (PA-R) <u>Meeting:</u> Congressman Bill Shuster | <i>204 Cannon HOB</i> | Armed Services, Transportation and Infrastructure |
| 10:30 a.m. | Office of Congressman Brian Bilbray (CA-R) | <i>(2410 Rayburn HOB)</i> | Energy and Commerce, communications and |

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

| | | | |
|------------|--|---|---|
| | Meeting: Congressman Brian Bilbray | | technology, energy and power |
| 11:00 a.m. | Office of Congresswoman Laura Richardson (CA-D) Meeting: Ben Storms, Legislative Assistant | <i>(1330 Longworth HOB)</i> | Homeland Security and Transportation and Infrastructure |
| 12 Noon | DELEGATION CLOSING LUNCHEON Library of Congress Members Room Meeting: Congresswoman Susan Davis | <i>(Library of Congress – Members Room)</i> | |
| 1:45 p.m. | Office of Congresswoman Jackie Speier (CA-D) Meeting: Congresswoman Jackie Speier and Erin Ryan, Legislative Director | | Homeland Security, Oversight and Government Reform |
| 2 p.m. | US Department of Labor Meeting: Secretary Hilda Solis and Assistant Secretary Jane Oates | <i>10 ppl</i> | |



TravelTrust
 374 North Coast Highway 101
 Encinitas, Ca 92024
 Tel: 760-635-1700
 Fax: 760-635-1720
 Website: www.traveltrust.com

GLEASON/ROBERT

07-Sep-2011 12:20 pm

Page 1 of 2

YOUR AMERICAN ETICKET CONFIRMATION IS ** IPDGTC **
 YOUR DELTA ETICKET CONFIRMATION IS ** GR5DVY **
 YOUR UNITED ETICKET CONFIRMATION IS ** LJ6VJ4 **
 -----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----
 *****TICKETLESS TRAVEL INSTRUCTIONS*****
 THIS IS AN E-TICKET RESERVATION.
 A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN
 THIS TICKET IS NON-REFUNDABLE AND MUST BE USED FOR
 THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED
 OR CANCELLED BEFORE THE DEPARTURE OF YOUR FLIGHTS
 IT MAY HAVE NO VALUE. CONTACT TRAVELTRUST BEFORE
 YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY.

 *****TSA GUIDANCE FOR PASSENGERS*****
 PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING
 INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE
 DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE
 FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV


 15-Sep-2011
 07:35am
 Thursday

Air: American Airlines Flight# 160 Class: Q
 From: San Diego CA, USA To: New York Kennedy NY, USA
 Meal: Food For Purchase Seats: Seat:28D
 Equip: Boeing 737-800 Jet Status: Confirmed
 Depart: 15-Sep-2011 Thursday 07:35am Stops: 0
 Arrival: 15-Sep-2011 Thursday 04:05pm
 Depart - TERMINAL 2
 Arrive - -TERMINAL 8
 American Airlines locator: IPDGTC
 ** AISLE SEAT CONFIRMED **
 Flight Duration: 5 hour(s) and 30 minutes
 Class of Service: Coach


 18-Sep-2011
 05:00pm
 Sunday

Air: Delta Air Lines Flight# 2515 Class: T
 From: New York Kennedy NY, USA To: Washington/Reagan Natl, DC
 Meal: None Seats: Seat:14B
 Equip: Canadair Regional Je Status: Confirmed
 Depart: 18-Sep-2011 Sunday 05:00pm Stops: 0
 Arrival: 18-Sep-2011 Sunday 06:29pm
 JFK-DCA OPERATED BY MESABA DBA DELTA CONNECTION
 Depart - TERMINAL 3
 Arrive - TERMINAL 8
 Delta Air Lines locator: GR5DVY
 ** AISLE SEAT CONFIRMED **
 Flight Duration: 1 hour(s) and 29 minutes
 Class of Service: Coach


 21-Sep-2011
 05:45pm
 Wednesday

Air: United Airlines Flight# 240 Class: V
 From: Washington Dulles DC, USA To: San Diego CA, USA
 Meal: Food For Purchase Seats: Seat:29C
 Equip: Boeing 757 200 Jet Status: Confirmed
 Depart: 21-Sep-2011 Wednesday 05:45pm Stops: 0
 Arrival: 21-Sep-2011 Wednesday 08:01pm
 Depart -
 Arrive - TERMINAL 1
 United Airlines locator: LJ6VJ4
 ** AISLE SEAT CONFIRMED **
 Flight Duration: 5 hour(s) and 16 minutes
 Class of Service: Coach
 Other

28-Mar-2012
 Wednesday

San Diego CA, USA
 RESERVATION RETAINED FOR 180 DAYS



Traveltrust
274 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax 760-635-1720
Website www.traveltrust.com

GLEASON/ROBERT

07-Sep-2011 12:20 pm

Page 2 of 2

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.
FOR EMERGENCY AFTERTHOUS SERVICE IN THE US
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

Warren Anne

From: Scott Mackerley [scott@traveltrust.com]
Sent: Tuesday, July 12, 2011 11:18 AM
To: Warren Anne
Subject: RE: Robert's travel expenses

Hi Anne,

The first scenario dropped a little to \$758.30...the SD/DC/SD portion dropped to \$451.40. Looks like the difference is \$306.90 now.

Thanks,
Scott

From: Warren Anne [mailto:awarren@san.org]
Sent: Tuesday, July 12, 2011 11:05 AM
To: Scott Mackerley
Subject: Robert's travel expenses

Please confirm that I have my numbers correct. Thank you, Anne

The total cost of the SD/NY/DC/SD trip is \$773.80; the SD/DC/SD portion is \$491.40 resulting in \$282.40 due to the Authority



ROBERT H. GLEASON
MARC J MATYS

90-4217/1222

2571

DATE 7.12.11

PAY TO THE ORDER OF

SDCRAA

\$ 306.90

Three hundred six & 90/100

DOLLARS  Security Features
Included
Details on Back

NORTHERN TRUST, NA

NORTHERN TRUST ANCHOR ACCOUNT



Northern Trust

MEMO Personal portion of air travel - Sept 2011

R. Gleason MP

THE MADISON

— WASHINGTON D.C. —

1177 15th Street NW, Washington, DC 20005
 (202) 862-1600 p (202) 785-1255 f
 www.MadisonHotelDC.com

Mr Robert Gleason
 SDCRAA
 3225 North Harbor Dr
 San Diego, CA 92101
 United States

FOLIO NO: 3U24RJ
 ROOM NO: 1215
 ARRIVE: 18-Sep-2011
 DEPART: 21-Sep-2011
 RATE/PACKAGE: 3U15VA
 # IN PARTY: 1

| Date | Description | Charges | Payments |
|-------------------------|-----------------------------|------------------|-----------------|
| 18-Sep-11 | Room Revenue | 279.00 | 0.00 |
| 18-Sep-11 | City Tax 14.5% | 40.46 | 0.00 |
| 18-Sep-11 | In Room Internet | 12.95 | 0.00 |
| 19-Sep-11 | Room Revenue | 279.00 | 0.00 |
| 19-Sep-11 | City Tax 14.5% | 40.46 | 0.00 |
| 20-Sep-11 | In Room Internet | 12.95 | 0.00 |
| 20-Sep-11 | Room Revenue | 279.00 | 0.00 |
| 20-Sep-11 | City Tax 14.5% | 40.46 | 0.00 |
| 21-Sep-11 | XXXX0037 | 0.00 | 984.28 |
| Totals for Sub-Folio: 1 | | 984.28 | 0.00 |

Paid in Full - Thank You

0.00
\$958.38

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

Guest Signature _____



SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

MISSING RECEIPT FORM

Employee/Department Head must complete form below.

Date of Purchase/Event: 9/18/2011

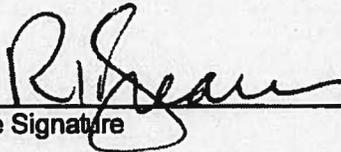
Description of Item/Event: Baggage check charge

Vendor/Event Name: _____

Dollar Amount: \$25.00

Reason for Missing Receipt: LOST

I hereby certify that the original receipt in question was lost or none was issued to me.



Employee Signature

Date

Department Head Signature

Date



TAXICAB RECEIPT

Time: 9-18-11
Date: 7⁰⁰ pm

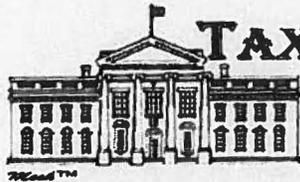
Origin of trip: DCA
Destination: Madison Hotel
Fare: \$18- Sign: _____



TAXICAB RECEIPT

Time: 830
Date: 9-19-11

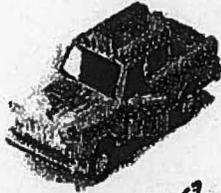
Origin of trip: 202 & P
Destination: Madison Hotel
Fare: \$13- Sign: _____



TAXICAB RECEIPT

Time: 930
Date: 9-20-11

Origin of trip: Madison Hotel
Destination: Hart Senate Bldg.
Fare: \$13- Sign: _____



TAXICAB RECEIPT

Time: 12⁰⁰
Date: 9.20.11

Origin of trip: Cannon Bldg

Destination: 19th & K

Fare: \$18 - Sign: _____



TAXI CAB RECEIPT

DATE 9-21-11 TIME 9:30

ORIGIN Marlboro Hotel CAB # _____

DESTINATION Dept. of Transportation

FARE: \$ 16 - SIGNATURE _____

21SEP11 19071 09197-4

AGENT ID: R198L22

CUSTOMER: GLEASON/ROBERT

TKT NBR: 016 8665624901

ITEMS:

25.00 BAG1 FEE

BAGGAGE PAYMENT
CUSTOMER RECEIPT

016 4517028122

CPN: 1 ORIGIN: IAD DESTINATION: SAN

FORM OF PAYMENT: CAXXXXXXXXXXXXX0037 XXXX

ADDITIONAL REMARKS:

TOTAL USD25.00

CPN DOCUMENT NUMBER CK
1 016 4517028122 6





FY 2011 Per Diem Rates for District of Columbia

(October 2010 - September 2011)

Cities not appearing below may be located within a county for which rates are listed.

To determine what county a city is located in, visit the [National Association of Counties \(NACo\) website \(a non-federal website\)](#)

| You searched for: District of Columbia | | | | | | | | | | | | | | |
|--|---|--|-----|-----|---|-----|-----|-----|-----|-----|-----|-----|---------------------|----|
| Primary Destination* (1) | County (2, 3) | Max lodging by Month (excluding taxes) | | | | | | | | | | | Meals & Inc. Exp.** | |
| | | 2010 Oct Nov Dec | | | 2011 Jan Feb Mar Apr May Jun Jul Aug Sep | | | | | | | | | |
| Standard Rate | Applies for all locations without specified rates | 77 | 77 | 77 | 77 | 77 | 77 | 77 | 77 | 77 | 77 | 77 | 77 | 46 |
| District of Columbia | District of Columbia, Montgomery County, Alexandria City, Falls Church City, Fairfax County, Prince George's County, Fairfax City, Arlington County | 211 | 181 | 181 | 181 | 181 | 211 | 211 | 211 | 211 | 157 | 157 | 211 | 71 |

Last Reviewed 08/24/2011

NOTE: The first and last calendar day of travel is calculated at 75%.

PAUL ROBINSON

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
TRAVEL EXPENSE REPORT - Board Members
(To be completed within 30 days from travel return date)**

Board member name: Paul Robinson
 Departure Date: 9/18/2011 Return Date: 9/21/2011 Report Due: 10/21/11
 Destination: _____

Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

³ Business Expense Reimbursement Policy 3.30

⁴ Travel and Lodging Expense Reimbursement Policy 3.40

| | Authority Expenses (Prepaid by Authy) | Board Member Expenses | | | | | | | TOTALS |
|--|--|-----------------------|---------|---------|-----------|----------|--------|----------|----------|
| | | SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY | |
| | | 9/18/11 | 9/19/11 | 9/20/11 | 9/21/11 | | | | |
| Daily PerDiem Limitations: | | | | | | | | | |
| **GSA Daily Hotel Rate or Conference Hotel Rate | | 279.00 | 279.00 | 279.00 | | | | | |
| **GSA Daily Meals, Entertainment & Incidentals (ME&I) | | 53.25 | 71.00 | 71.00 | 53.25 | | | | |
| Air Fare, Railroad, Bus (attach copy of Itinerary w/charges) | 451.40 | | | | | | | | 0.00 |
| Conference Fees (provide copy of flyer/registration expenses) | 1,199.00 | | | | | | | | 0.00 |
| Rental Car | | | | | | | | | 0.00 |
| Gas and Oil | | | | | | | | | 0.00 |
| Garage/Parking | | | | | 2.00 | | | | 2.00 |
| Mileage - attach mileage form | | | | | | | | | 0.00 |
| Tax/ Shuttle Fare (include tips pd.) To/From meetings, airport, etc. | | 16.00 | 25.25 | 11.00 | 99.00 | | | | 151.25 |
| Hotel - Actual Expense Paid - Excluding Taxes | | 279.00 | 279.00 | 279.00 | | | | | |
| Allowable Hotel (Lessor of Actual or GSA Allowance) | | 279.00 | 279.00 | 279.00 | 0.00 | 0.00 | 0.00 | 0.00 | 837.00 |
| Hotel Taxes Paid | | 40.46 | 40.46 | 40.46 | | | | | 121.38 |
| Telephone, Internet and Fax | | | | | | | | | 0.00 |
| Laundry | | | | | | | | | 0.00 |
| Meals, Entertainment & Incidentals (M,E&I): | | | | | | | | | |
| Meals (include tips pd.) | Breakfast | 5.49 | | | | | | | |
| | Lunch | | | | 14.01 | | | | |
| | Dinner | | | 44.80 | | | | | |
| | Other Meals | | | | | | | | |
| Entertainment (Hospitality) ¹ | | | | | | | | | |
| Tips Paid to Maids, Bellhops and other hotel servers | | | | | | | | | |
| Tax/ Shuttle Fare (include tips pd.) To/From meal destinations | | | | 6.00 | | | | | |
| Total Meals, Entertainment & Incidentals | | 5.49 | 0.00 | 50.80 | 14.01 | 0.00 | 0.00 | 0.00 | |
| GSA Allowance for M,E&I (from above) | | 53.25 | 71.00 | 71.00 | 53.25 | 0.00 | 0.00 | 0.00 | |
| Allowable M,E&I (Lessor of Actual or GSA Allowance) | | 5.49 | 0.00 | 50.80 | 14.01 | 0.00 | 0.00 | 0.00 | 70.30 |
| <i>Alcohol is a non-reimbursable expense</i> | | | | | | | | | |
| Miscellaneous: Baggage check charge | | 25.00 | | | 25.00 | | | | 50.00 |
| Missing Receipt Form attached) | | | | | | | | | 0.00 |
| | | | | | | | | | 0.00 |
| Total Expenses | 1,650.40 | 365.95 | 344.71 | 381.26 | 140.01 | 0.00 | 0.00 | 0.00 | 1,231.93 |

Add any additional details as needed for explanation (attach add'l sheet if needed):

Alcohol is a non-reimbursable expense
¹Give names and business affiliations of all persons whose meals were paid by traveler.
 Failure to attach required documentation will result in the delay of processing reimbursement. If you have any questions, please see your department Administrative Assistant or call Accounting at ext. 2806.

| | |
|---|----------|
| Grand Trip Total | 2,882.33 |
| Less Cash Advance (attach copy of Authority ck) | |
| Less Expenses Prepaid by Authority | 1,650.40 |
| Due Traveler - if positive amount, prepare check request | |
| Due Authority - if negative, attach check payable to SDCRAA | 1,231.93 |

Note: Send this report to Accounting even if the amount is \$0.

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy⁴ and 3.30 - Business Expense Reimbursement Policy³ and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By: Paul Robinson
 Traveler Signature: _____
 Administrator's signature: _____

Ext.: 2408
 Date: _____
 Date: 10.11.11

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be completed by Clerk)

I, _____ hereby certify that this document was approved by the Executive Committee at it's meeting on _____
 Clerk Signature: _____ Date: _____

AHn: Scott

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to effect the travel.

1. TRAVELER:

Travelers Name: Paul Robinson Dept: Board/02
 Position: Board Member President/CEO Gen. Counsel Chief Auditor
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 7/18/11 PLANNED DATE OF DEPARTURE/RETURN: 9/18/11 / 9/21/11

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: Washington, DC Purpose: Attend Conference
 Explanation: San Diego Regional Chamber of Commerce, One Region/One Voice - San Diego Mission to Washington, DC

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

| | | |
|--|-----------|--------------------|
| • AIRFARE | \$ | <u>500</u> |
| • OTHER TRANSPORTATION (Taxi, Train, Car Rental) | \$ | <u>200</u> |
| B. LODGING | \$ | <u>900</u> |
| C. MEALS | \$ | <u>800</u> |
| D. SEMINAR AND CONFERENCE FEES | \$ | <u>1300</u> |
| E. ENTERTAINMENT (If applicable) | \$ | <u> </u> |
| F. OTHER INCIDENTAL EXPENSES | \$ | <u> </u> |
| TOTAL PROJECTED TRAVEL EXPENSE | \$ | <u>3200</u> |

CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: Paul E. Robinson Date: 7/18/11

CERTIFICATION BY ADMINISTRATOR (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: [Signature] Date: 7.18.11

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

Tony Russell, Authority Clerk, hereby certify that this document was approved
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)
 by the Executive Committee at its 7/25/11 meeting.
(Leave blank and we will insert the meeting date.)



OneRegion OneVoice

San Diego Mission to Washington D.C., September 18 - 21, 2011



REGISTRATION FORM

Last Name: Robinson First Name: Paul
 Social Secur. _____ Birthdate: _____
 Driver's License and/or Passport number: _____
 Participant's Home Address: _____
 City: San Diego State: CA Zip: 92101
 Name Badge Preference: Paul
 Business/Organization Name: San Diego County Regional Airport Authority
 Business/Organization Address: 3225 North Harbor Drive
 City: San Diego State: CA Zip: 92101-1645
 Email: awarren@san.org Phone: 619-400-2408 Cell Ph: _____

Note: State or government issued photo I.D., Social Security number and birthdate required for Federal security clearance

Please number your 1st, 2nd and 3rd choices for your Advocacy Team:

- Resources (Water & Energy) Transportation Education & Workforce National Defense & Homeland Security
 Healthcare/Medical I.T. Border Related Issues Small Business/DOC Technology & Cyber Security

| PROGRAM RATES* | Per Person Rates | |
|--|------------------|--------------------------|
| | Standard | By Friday, July 29, 2011 |
| <input checked="" type="checkbox"/> Member Registration | \$1,399 | \$1,299 |
| <input type="checkbox"/> Non-Member Registration | \$1,599 | \$1,499 |
| * Rates do not include hotel or air fares, see below for hotel information. Total: | | |

HOTEL INFORMATION:

San Diego Regional Chamber of Commerce has negotiated special rates for the Washington DC Delegation at The Madison - A Loews Hotel. Please make your reservations as soon as possible by contacting the hotel directly. You must mention the San Diego Regional Chamber of Commerce block to get the special group rate.

Note: When the rooms in the Chamber block are sold out, requests will be handled on a space-available basis at the hotel's standard rate. Make your reservations early!

CANCELLATION POLICY

I agree and accept the conditions and payment obligations outlined within this event agreement and I agree to pay the invoice when rendered within the terms stated on the invoice.

I understand that all cancellations must be in written from the person who signed the booking form (or other legal representative) and will commence from the date the cancellation notice was received by the San Diego Regional Chamber of Commerce. In the event of cancellation the following charges (below) will become payable:

| | | | |
|-----------------------------------|-------------------------------|------------------------------------|------------------------|
| 45 days or more before event date | Full Refund of Committed Fees | 11 - 29 days before event date | 75% of Committed Fees |
| 31 - 45 days before event date | 25% of Committed Fees | 13 days or fewer before event date | 100% of Committed Fees |
| 21 - 30 days before event date | 50% of Committed Fees | | |

It is agreed that the liquidated damages set forth above are reasonable and fair under the present circumstances.

By Anne Warren Title: Board Administrator Date: 7/20/11

| PROGRAM PAYMENT** | |
|--|---|
| ** Form of Payment must accompany registration | Card #: <u>4246 0400 1410 7926</u> |
| <input type="checkbox"/> Check <input checked="" type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> American Express | Exp. Date: <u>8/13</u> |
| <input type="checkbox"/> Please Send Invoice to my Attention | Billing Address: <u>P. O. Box 82776</u> |
| Signature: <u>Anne Warren</u> | <u>San Diego, CA 92138</u> |
| | Date: <u>7-21-11</u> |

PLEASE FAX OR MAIL YOUR REGISTRATION TO: 619-744-7441
Events Department - San Diego Regional Chamber of Commerce, 402 West Broadway, Suite 1000, San Diego, CA 92101

Warren Anne

From: webinfo@sdchamber.org
Sent: Wednesday, July 20, 2011 1:52 PM
To: Warren Anne
Subject: ORDER RECEIPT from San Diego Regional Chamber of Commerce
Importance: High

Items Ordered from:

San Diego Regional Chamber of Commerce

Billing Information

San Diego County Regional
Airport Authority
Anne Warren
P.O. Box 82776
San Diego, CA 92138-2776

**Shipping/Contact
Information**

Ship to: Billing Address
Ship via: Standard Shipping
Anne Warren
Phone: (619) 400-2408
Fax: (619) 400-2406
awarren@san.org

Payment Information

Method: Visa
Card #: xxxx-xxxx-xxxx-
7926

Order Date: 7/20/2011 Order Number:
15803/43524 Reference: VDVA2CD8DF3A

The total amount owed has been charged to your credit card.

| Description | Qty | Member Price | Ext. Price | Amt. Pd/Adj | Amt. Owed |
|---|-----|--------------|------------|-------------|-------------------|
| 1) Individual Registration Early Booking (9/18/2011) | 1 | \$1,299.00 | \$1,299.00 | \$1,299.00 | \$0.00 |
| 2) Additional Guest (2nd Ticket Only) Early Booking (9/18/2011) | 1 | \$1,099.00 | \$1,099.00 | \$1,099.00 | \$0.00 |
| | | | <hr/> | | |
| | | | Sub-Total | \$2,398.00 | \$2,398.00 \$0.00 |
| | | | | <hr/> | |
| | | | Total | \$2,398.00 | \$2,398.00 \$0.00 |

PayPal has routed, processed, and secured your payment information. [More information about VeriSign](#)

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

SUNDAY, 09/18

| | | | |
|-----------|---|----------------------------|--|
| 7:00 p.m. | DELEGATION WELCOME RECEPTION <u>Hosted by:</u> Buchanan, Ingersoll & Rooney, PC | <i>(The Hotel Madison)</i> | |
|-----------|---|----------------------------|--|

MONDAY, 09/19

| | | | |
|------------|---|--|--|
| 7:30 a.m. | DELEGATION BREAKFAST <u>Location:</u> The Hotel Madison | <i>(The Hotel Madison)</i> | |
| 9:00 a.m. | US Customs & Border Protection <u>Meeting:</u> Alan Bersin, Commissioner | <i>(The Hotel Madison)</i> | Border Infrastructure |
| 10:00 a.m. | National Institutes of Health <u>Meeting:</u> Dr. Rockey, Deputy Director for Extramural Research | <i>(9000 Rockville Pike, Bethesda, MD, Bld1/ 144)</i> <i>10 ppl</i> | Funding for Research Health and Wireless Health in SD |
| 10:00 a.m. | Office of Congressman John Fleming, M.D. <u>Meeting:</u> Benjamin Schultz, Legislative Director/Defense Advisor | <i>416 Cannon HOB</i> | |
| 11:00 a.m. | White House Council on Environmental Quality <u>Meeting:</u> Chairwoman Nancy Sutley | <i>(722 Jackson Place, Conference Center, 1st Floor)</i> | |

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

| | | | |
|------------|--|--|---|
| 11:00 a.m. | Department of State <u>Meeting:</u> Matthew Rooney, Deputy Assistant Secretary of State for Western Hemisphere Affairs | Main State Dept. Bldg. (C & 22 nd St) 40 ppl | Border |
| 11:00 a.m. | Office of Senator Richard C. Shelby (AL-R) Appropriations Committee, Subcommittees on Defense; Energy & Water; Homeland Security, Commerce, Justice Science (GSA), Housing Committee <u>Meeting:</u> Todd Stiefler, Legislative Director | Russell Senate Bldg. Rm 304 8-10 ppl | Homeland security, Housing, Border Infrastructure, Energy |
| 11:30 a.m. | Offices of Housing and Urban Development (HUD) <u>Meeting:</u> Yolanda Chavez, Deputy Assistant Secretary | 451 7 th Street (at corner of E St.), SW, Room 7204, access through the south side of the building. | Housing |
| 12 NOON | DELEGATES LUNCH ON OWN | | |
| 1:00 p.m. | US Patent and Trademark Office <u>Meeting:</u> Peggy Focarino, Deputy Commissioner | (Madison East Bldg. MDE10C55, 600 Dulany St., Alexandria, VA 22314) 10-12 ppl | Patent Reform and Intellectual Property |
| 1:30 p.m. | Office of Congressman Mike Doyle (PA- D) Energy & Commerce Committee, Technology; Energy & Water Subcommittee <u>Meeting:</u> Katie Ott, Senior Legislative Assistant | 401 Cannon HOB | Technology, energy and water |
| 2:00 p.m. | US Small Business Administration <u>Meeting:</u> Jim Hammersley, Deputy Assistant Administrator, Office of | (409 3 rd St. SW) 10-12 ppl | Small Business, VETS Training and Workforce Development |

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

| | | | |
|-----------|---|--|---|
| | Policy and Strategic Planning | | |
| 2:00 p.m. | Office of Senator Barbara Boxer Commerce, Science & Transportation, Chairwoman – Senate Environment & Public Works Meeting: Brian McKeon, Senior Advisor | <i>112 Hart Senate Office Building</i> | Transportation, Energy, Technology |
| 2:00 p.m. | Health and Human Services Meeting: Ann Widger, Dir. of Ex. Affairs; Jim Mason, Sr. Advisor to the Director; Rex Cowdry, Office of Health Insurance Exchanges and Chiquita Brooks-LaSure, Office of Health Reform | <i>200 Independence Ave. SW 5 ppl</i> | |
| 2:30 p.m. | Office of Congressman John Kline (MN- R) Chairman, House Education and Workforce Committee Meeting: James Bergeron and Amy Jones, Education Policy Counsel and Senior Advisor to the Committee | <i>2257 Rayburn House Office Building</i> | Education, Workforce Development, WIA |
| 3:00 p.m. | Office of Senator Tom Coburn Committee on Finance Meeting: Sarah Beth Groshart, General Counsel and Josh Trent, Legislative Assistant for Health Policy | <i>Russell Senate Bldg. 172 8 ppl</i> | Patent reform & Intellectual Property, Healthcare, Healthcare Technology |
| 3:00 p.m. | Office of Commerce, Manufacturing and Trade Committee Meeting: Gib Mullan, Chief Counsel | <i>2125 Rayburn HOB</i> | |
| 3:00 p.m. | Housing and Urban Development (HUD) Meeting: Benjamin Metcalf, Senior Advisor, Office of Multifamily Housing Programs | <i>541 7th St. SW, Rm 6110, Washington DC 20410</i> | |
| 3:30 p.m. | Office of Congresswoman Anna G. Eshoo (CA-D) Energy and Commerce, Ranking Member of the Communications and Technology Subcommittee | <i>205 Cannon HOB</i> | Technology, Energy |

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

| | | | |
|-----------|---|--|--|
| | <u>Meeting:</u> J. David Grossman, Senior Technology Policy Advisor | | |
| | US Chamber of Commerce <u>Meeting:</u> Katie Mahoney, Executive Director, Health Policy | 1615 H St., NW? | |
| 4:00 p.m. | Office of Governor Edmund G. Brown, Jr. <u>Meeting:</u> Brian Turner, Deputy Director | 444 N. Capitol Street, NW, Suite 134 | |
| 4:00 p.m. | Embassy of Mexico, Department of Commerce/International Trade Administration <u>Meeting:</u> | (1911 Pennsylvania Ave. NW) 20 ppl | |
| 4:30 p.m. | Office of Congressman Robert Aderholt (AL-R) Appropriations, Chairman, Homeland Security Subcommittee, cjs (GSA) <u>Meeting:</u> Emily Benavides, Legislative Correspondent & Systems Administrator | 2264 Rayburn HOB | Border, Military – Cyber Security |

TUESDAY, 09/20

| | | | |
|-----------|--|---------------------|--|
| 8:00 a.m. | DELEGATION BREAKFAST Authorization, Appropriations, and the Supercommittee – Buchanan, Ingersoll & Rooney, PC <u>Location:</u> The Hotel Madison | (The Hotel Madison) | |
|-----------|--|---------------------|--|

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

| | | | |
|------------|--|---|------------------------------|
| | <u>Presenter:</u> Jon Plebani | | |
| 10:00 a.m. | Office of Congressman Ken Calvert (CA) <u>Meeting:</u> Maria Bowie, Legislative Director | 2269 Rayburn HOB | |
| 10:00 a.m. | Office of Senator Diane Feinstein (CA-D) Appropriations, Energy and Water Subcommittee Chairman <u>Meeting:</u> Senator Diane Feinstein | 331 Hart Senate Office Building 8-10 ppl | Energy & Water |
| 10:00 a.m. | Health Human Services <u>Meeting:</u> Geoffrey Gerhardt, Senior Advisor to the National Coordinator | Humphrey Bldg. , 200 Independence Ave. SW (Bella Foley will escort to room: 202-690-7151) 10 ppl | |
| 10:30 a.m. | Office of Silvestre Reyes <u>Meeting:</u> Luis Torres, Legislative Director | 2210 Rayburn HOB | |
| 11:00 a.m. | Office of US House Comm. on Energy and Commerce, Subcommittee on Health <u>Meeting:</u> Heidi Stirrup, | 2322B Rayburn HOB | |
| 11:00 a.m. | Office of Congressman Joe Baca (CA-D) Fin Services, Financial Institutions and Consumer Credit <u>Meeting:</u> Jack Cummins, Legislative Assistant | 2366 Rayburn HOB 3ppl | DoDD, Housing, Border |
| 11:00 a.m. | US Department of Education <u>Meeting:</u> Tony Miller, Deputy Secretary | 400 Maryland Ave. 8-10 ppl | |

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

| | | | |
|---------------------|---|--------------------------------------|---|
| 11:00 a.m. | Office of Congressman John Garamendi (CA-D) Armed Services, Natural Resourced - Water <u>Meeting:</u> Congressman John Garamendi | 228 Cannon HOB | Military – Cyber Security, Water, Border |
| 11:00 a.m. | Office of Senator Coats Senate Appropriations, Sub-Committee Homeland Security, Defense, Veterans <u>Meeting:</u> Carol Cribbs, Professional Staff | 125 Hart HOB | Military – Cyber Security, Border, Veterans |
| 11:00 a.m. | House of Representatives Transportation & Infrastructure Comm., Economic Development, Public Building & Emergency Management Sub-Committee <u>Meeting:</u> Dan Matthews, Staff Director & JoAnna Hardy, Counsel | 585 Ford Bldg. | Border, Transportation |
| 12 NOON - 1:30 p.m. | DELEGATION LUNCHEON Offices of McKenna, Long & Aldridge <u>Meeting:</u> Ari Schwartz, Senior Internet Policy Advisor at NIST | 1900 K Street, NW Founder's Room | Technology, Cyber Security |
| 2:00 p.m. | U.S. Department of Education <u>Meeting:</u> Massie Ritsch, Dep. Ass. Sec. Of Ex. Affairs and Outreach Services | (400 Maryland Ave. SW Room 5E100) | |
| 2:00 p.m. | Office of Congressman Jim Costa (CA-D) Natural Resources (Water) <u>Meeting:</u> Jaclyn Murray, Sr. Legislative Assistant | 1314 Longworth HOB | Water, Energy, Border |
| 2:00 p.m. | Department of Energy <u>Meeting:</u> Kerry Duggan, Senior Advisor for Dr. Henry Kelly | (1000 Independence Ave SW) | |
| 2:00 p.m. | Department of Commerce | | |

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

| | | | |
|-----------|---|--|--|
| | <u>Meeting:</u> Walter Bastian and Geri Word | | |
| 2:00 p.m. | Pentagon – US Navy <u>Meeting:</u> Under Secretary of the Navy, Robert Work | <i>(Pentagon)</i> 12-14 ppl | |
| 3:00 p.m. | Pentagon – US Marine Corps <u>Meeting:</u> General Dunford, US Marine Corps | <i>(Pentagon)</i> 12-14 ppl | |
| 3:00 p.m. | Office of Congresswoman Lucille Roybal-Allard House Appropriations, Homeland Security, CAB/HHS/ED <u>Meeting:</u> Matthew Lee, Legislative Assistant | <i>2330 Rayburn</i> 5 ppl. | Border, Education, Health |
| 3:30 p.m. | General Services Administration <u>Meeting:</u> | | Border |
| 3:30 p.m. | Office of Congressman Latham (IA-R) Appropriations, Chairman THUD Subcommittee, homeland security <u>Meeting:</u> Congressman Tom Latham | <i>(2217 Rayburn HOB)</i> 8-10 ppl | Transportation, Housing, Border |
| 5:00 p.m. | BUS DEPARTS THE HOTEL MADISON FOR DELEGATION PHOTO AND EVENING RECEPTION | | |
| 5:30 p.m. | DELEGATION PHOTO <u>Location:</u> Capitol Building, EAST Side | | |
| 6:30 p.m. | DELEGATION RECEPTION Co- Hosted by former Congressman Bill Lowery, Innovative Federal Strategies and Ben Haddad, California Strategies. <u>Location:</u> Home of former Congressman Bill Lowery | <i>812 East Capital St., NE</i> 65 ppl | |

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

WEDNESDAY, 09/21

| | | | |
|------------|---|--|--|
| 8:00 a.m. | DELEGATION BREAKFAST <u>Location:</u> The Hotel Madison | <i>(The Hotel Madison)</i> | |
| 9:30 a.m. | Office of Congressman Duncan Hunter (CA-R) Armed Services, Education and Workforce <u>Meeting:</u> Congressman Duncan Hunter | | Military, Education, Workforce |
| 10:00 a.m. | Department of Transportation <u>Meeting:</u> Polly Trottenberg, Assistant Secretary for Transportation Policy | <i>(US DOT Headquarters) 30-40 ppl</i> | |
| 10:00 a.m. | Office of Congressman Darrell Issa (CA-R) <u>Meeting:</u> Veronica Wong, Deputy Chief of Staff and Michael O'Neill, Legislative Assistant | | Oversight and Government Reform, Chairman |
| 10:00 a.m. | Office of Congressman Bob Filner (CA-D) <u>Meeting:</u> Congressman Bob Filner | | Veterans Affairs, Ranking Member, Transportation and Infrastructure |
| 10:15 a.m. | Office of Congressman Bill Shuster (PA-R) <u>Meeting:</u> Congressman Bill Shuster | <i>204 Cannon HOB</i> | Armed Services, Transportation and Infrastructure |
| 10:30 a.m. | Office of Congressman Brian Bilbray (CA-R) | <i>(2410 Rayburn HOB)</i> | Energy and Commerce, communications and |

**One Region One Voice Washington D.C. Delegation 2011
Scheduled Meetings - Updated: 9/14/2011**

| | | | |
|------------|--|---|---|
| | Meeting: Congressman Brian Bilbray | | technology, energy and power |
| 11:00 a.m. | Office of Congresswoman Laura Richardson (CA-D) Meeting: Ben Storms, Legislative Assistant | <i>(1330 Longworth HOB)</i> | Homeland Security and Transportation and Infrastructure |
| 12 Noon | DELEGATION CLOSING LUNCHEON Library of Congress Members Room Meeting: Congresswoman Susan Davis | <i>(Library of Congress – Members Room)</i> | |
| 1:45 p.m. | Office of Congresswoman Jackle Speier (CA-D) Meeting: Congresswoman Jackie Speier and Erin Ryan, Legislative Director | | Homeland Security, Oversight and Government Reform |
| 2 p.m. | US Department of Labor Meeting: Secretary Hilda Solis and Assistant Secretary Jane Oates | <i>10 ppl</i> | |



TravelTrust
 374 North Coast Highway 101
 Encinitas, Ca. 92024
 Tel: 760-635-1700
 Fax: 760-635-1720
 Website: www.traveltrust.com

ROBINSON/PAUL
 EDWARD

BOARD

20-Jul-2011 11:57 am
 Page 1 of 2

YOUR UNITED ETICKET CONFIRMATION IS ** XGKGLS **
 -----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----
 *****TICKETLESS TRAVEL INSTRUCTIONS*****
 THIS IS AN E-TICKET RESERVATION.
 A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN
 THIS TICKET IS NON-REFUNDABLE AND MUST BE USED FOR
 THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED
 OR CANCELLED BEFORE THE DEPARTURE OF YOUR FLIGHTS
 IT MAY HAVE NO VALUE. CONTACT TRAVELTRUST BEFORE
 YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY.

 *****TSA GUIDANCE FOR PASSENGERS*****
 PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING
 INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE
 DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE
 FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV


 18-Sep-2011
 07:45am
 Sunday

Air United Airlines Flight# 970 Class: V
 From: San Diego CA, USA To: Washington Dulles DC, USA
 Meal: Food For Purchase Seats: Seat:29C
 Equip: Boeing 757 200 Jet Status: Confirmed
 Depart: 18-Sep-2011 Sunday 07:45am Stops: 0
 Arrival: 18-Sep-2011 Sunday 03:32pm
 Depart - TERMINAL 1
 Arrive -
 United Airlines locator: XGKGLS
 ** AISLE SEAT CONFIRMED **
 Flight Duration: 4 hour(s) and 47 minutes
 Class of Service: Coach


 21-Sep-2011
 05:45pm
 Wednesday

Air United Airlines Flight# 240 Class: V
 From: Washington Dulles DC, USA To: San Diego CA, USA
 Meal: Food For Purchase Seats: Seat:30C
 Equip: Boeing 757 200 Jet Status: Confirmed
 Depart: 21-Sep-2011 Wednesday 05:45pm Stops: 0
 Arrival: 21-Sep-2011 Wednesday 08:01pm
 Depart -
 Arrive - TERMINAL 1
 United Airlines locator: XGKGLS
 ** AISLE SEAT CONFIRMED **
 Flight Duration: 5 hour(s) and 16 minutes
 Class of Service: Coach

19-Mar-2012
 Monday

San Diego CA, USA
 RESERVATION RETAINED FOR 180 DAYS

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST
 AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.
 FOR EMERGENCY AFTERTHOUS SERVICE IN THE US
 PLEASE CALL 888-221-8062 AND USE YOUR VIT CODE - S7NS0
 PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER
 EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00
 THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY



TravelTrust
374 North Coast Highway 101
Encinitas, Ca. 92024
Tel: 760-635-1700
Fax 760-635-1720
Website: www.traveltrust.com

ROBINSON/PAUL
EDWARD

BOARD

20-Jul-2011 11:57 am

Page 2 of 2

Ticket Information

ROBINSON PAUL
Ticket#: 8668495540
Invoice#: 1186518

Ticket Base Fare: 400.00
Ticket Tax: 51.40
Total Ticket Amount: 451.40

Electronic: YES

SERVICE FEE DOCUMENT #: 0548351890 FEE AMOUNT: 30.00

BILLED TO: AMERICAN EXPRESS ENDING IN 1012

THE MADISON

— WASHINGTON D.C. —

1177 15th Street NW, Washington, DC 20005
(202) 862-1600 p (202) 785-1255 f
www.MadisonHotelDC.com

Mr Paul Robinson
SDCRAA
3225 North Harbor Dr
San Diego, CA 92101
United States

FOLIO NO: 3U24RH
ROOM NO: 1209
ARRIVE: 18-Sep-2011
DEPART: 21-Sep-2011
RATE/PACKAGE: 3U15VA
IN PARTY: 1

| Date | Description | Charges | Payments |
|---------------------------------|----------------|---------|----------|
| 18-Sep-11 | Room Revenue | 279.00 | 0.00 |
| 18-Sep-11 | City Tax 14.5% | 40.46 | 0.00 |
| 19-Sep-11 | Room Revenue | 279.00 | 0.00 |
| 19-Sep-11 | City Tax 14.5% | 40.46 | 0.00 |
| 20-Sep-11 | Room Revenue | 279.00 | 0.00 |
| 20-Sep-11 | City Tax 14.5% | 40.46 | 0.00 |
| 21-Sep-11 | XXXX1000 | 0.00 | 958.38 |
| Totals for Sub-Folio: 1 | | 958.38 | 958.38 |
| Paid in Full - Thank You | | | 0.00 |

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

Guest Signature _____



UNITED

09/18/2011
 11A970 SAN 1AD
 Device ID 01X00001680

Receipt # 02186
 Transaction 110211009513981680
Breakfast Sale

| Product | Price | Qty | Amt |
|---------|-------|-----|------|
| Parfait | 5.49 | 1 | 5.49 |
| Total | USD | | 5.49 |

Tidewater Landing
 Located In
 Concourse C
 At Dulles
 International Airport

51 A T

Tbl 35/2 Chk 1396 Gst 0
 Sep21'11 04:43PM

| | |
|----------------|-------|
| 1 Chix Caesar | 9.99 |
| 1 Lg Bud Light | 5.99 |
| Subtotal | 15.98 |
| Sales Tax | 0.80 |
| 04:56PM Total | 16.78 |

Have a Safe Flight!!!

3.22
 20.00
 $- 5.79$

 14.01

 * Customer Copy *

PROOF
 775 G Street NW
 Washington, DC 20001
 202.73PROOF

Dinner
 Date: 09/20/11
 Time: 10:09 PM
 Server: 262. Shelby
 Order: 204602
 Description: Table 104:2

Card Type: Amex
 Card No: XXXXXXXXXXXX1000
 Expires: XX/XX
 Appr Code: . 5481

Purchases: \$ 77.00
 Tip: \$ 12.60
 Subtotal: \$ 89.60

Add'l Tip: \$ *0*

Total: \$ 89.60

Robinson/paul e
Bambuse 12544.80
 I agree to pay the above total amount according to the card issuer agreement.

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

MISSING RECEIPT FORM

Employee/Department Head must complete form below.

Date of Purchase/Event: 9/20/11

Description of Item/Event: Dinner

Vendor/Event Name: PROOF Restaurant

Dollar Amount: \$44.80

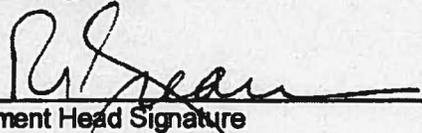
Reason for Missing Receipt: Itemized receipt not provided
No alcohol included

I hereby certify that the original receipt in question was lost or none was issued to me.



Employee Signature

Date



Department Head Signature

10.11.11

Date

Dulles To Madison
OPERATED BY DULLES AIRPORT TAXI, INC.

A PROUD WASHINGTON-FLYER PARTNER

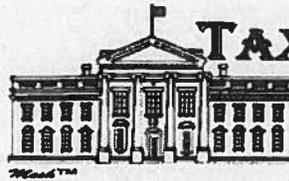
TOMADISON

Driver: _____ Cab No. _____

Trip Date: 9/18 Time: 5:15 p.m.

my shave

Total Amount (may include tip) \$ 16.00



TAXICAB RECEIPT

Time: 10:30

Date: 9/19

Origin of trip: Senate Hart Bldg.

Destination: Garamendi Office

Fare: 11.00 + 2.00 = \$13.00 Sign: PER

DC TRIP / CAPPED
FEDERAL CO
CAB # 87
09/19/11 TR 2959
START END MILES
12:16 12:26 1.6
FARE FOR EA RATE
RATE 1: \$ 6.25
EXTRA: \$ 4.00
TOTAL: \$ 10.25
THANKS
DC TAXICAB COMM
TEL 202 645 6018
1225

ELITE CAB 276
TAG H-91676
09/20/11 TR 0491
START END MILES
10:52 10:54 0.5
FARE FOR EA RATE
RATE 1: \$ 3.75
EXTRA: \$ 1.00
TOTAL: \$ 4.75
THANKS
DC TAXICAB COMM

DC TRIP / CAPPED
EMPIRE
CAB # 115
09/20/11 TR 9549
START END MILES
22:21 22:26 1.2
FARE FOR EA RATE
RATE 1: \$ 5.00
EXTRA: \$ 4.00
TOTAL: \$ 9.00
H 83331
FARE TRM 2.00

Chair Gleason, President/CEO
Bowens, & Board Member
Robinson from Congressman
Garamendi office to lunch
near FAA office

From PROOF (dinner)
to Madison Hotel

Madison Hotel to
State Department



TAXICAB RECEIPT

Time: 3:34 p.m.

Date: 9/21/11

Origin of trip: Library of Congress

Destination: Dulles Madison

Fare: \$15.00 Sign: PER

02/15

PAUL E ROBINSON
PAUL E ROBINSON
PAUL E ROBINSON ARFC

Extra 1/8

Madison To Dulles
Bakers & Glasson Robinson

| QUAN | CLASS | DESCRIPTION | PRICE | AMOUNT |
|-------------------|-------|---------------|-------|-----------------|
| | | | | 7.0 |
| | | | | |
| | | | | |
| | | | | |
| DATE | | AUTHORIZATION | | SUB TOTAL |
| REFERENCE NO. | | REG/DEPT. | | TAX |
| FOLIO/CHECK NO. | | SERVER | CLERK | TIPS MSC 20% |
| SALES SLIP | | | | TOTAL 84.00 |

CUSTOMER COPY

PURCHASER SIGN HERE

X *Paul E Robinson*

Cardholder acknowledges receipt of goods and/or services in the amount of the Total shown hereon and agrees to perform the obligations set forth in the Cardholder's agreement with the issuer.

IMPORTANT: RETAIN THIS COPY FOR YOUR RECORDS

ENTRY TIME:
 09/21/11 20:04
 EXIT TIME:
 09/21/11 20:11
 IN LOT: 0:30:07
 AMOUNT: \$ 2.00
 VISA
 XXXXXXXXXXXXX7322
 XXXXX 101
 AUTH. CODE 052131
 THANK YOU FOR YOUR

Picked up upon arrival from DC

UNITED
18SEP11 SANCS 36047-4

**BAGGAGE PAYMENT
CUSTOMER RECEIPT**

016 4516138384

AGENT ID: V012350
CUSTOMER: ROBINSON/PAULE
TKT NBR: 016 8668495540
ITEMS:
25.00 BAG1 FEE

CPN: 1 ORIGIN: SAN DESTINATION: IAD
ROBINSON/PAULEDUARD
WASHINGTON/DULLES IN

FORM OF PAYMENT: AXXXXXXXXXXXX1000 XXXX
ADDITIONAL REMARKS:

IAD UA 970 /18
3016UA-167777
09-18
06:06
XGKGLS 44FD81
SANV012350



CPN DOCUMENT NUMBER CK
1 016 4516138384 3

TOTAL USD25.00

21SEP11 IADCS 36047-4
AGENT ID: V000730
CUSTOMER: ROBINSON/PAULE
TKT NBR: 016 8668495540
ITEMS:
25.00 BAG1 FEE

**BAGGAGE PAYMENT
CUSTOMER RECEIPT**

016 4516561680

UNITED

CPN: 1 ORIGIN: IAD [ROBINSON/PAULEDUARD
SAN DIEGO/INTERNATIO

FORM OF PAYMENT: AXXXXXXXXXXXX1000 XXXX
ADDITIONAL REMARKS:

SAN UA 240 /21
3016UA-539916
09-21
16:08
XGKGLS 375DCD
IADV000730



C-11

CPN DOCUMENT NUMBER CK
1 016 4516561680 2

TOTAL USD25.00



FY 2011 Per Diem Rates for District of Columbia

(October 2010 - September 2011)

Cities not appearing below may be located within a county for which rates are listed.

To determine what county a city is located in, visit the [National Association of Counties \(NACO\) website](#) (a non-federal website)

| You searched for: District of Columbia | | | | | | | | | | | | | | |
|--|---|--|-----|-----|---|-----|-----|-----|-----|-----|-----|-----|---------------------|----|
| Primary Destination* (1) | County (2, 3) | Max lodging by Month (excluding taxes) | | | | | | | | | | | Meals & Inc. Exp.** | |
| | | 2010 Oct Nov Dec | | | 2011 Jan Feb Mar Apr May Jun Jul Aug Sep | | | | | | | | | |
| Standard Rate | Applies for all locations without specified rates | 77 | 77 | 77 | 77 | 77 | 77 | 77 | 77 | 77 | 77 | 77 | 77 | 46 |
| District of Columbia | District of Columbia, Montgomery County, Alexandria City, Falls Church City, Fairfax County, Prince George's County, Fairfax City, Arlington County | 211 | 181 | 181 | 181 | 181 | 211 | 211 | 211 | 211 | 157 | 157 | 211 | 71 |

Last Reviewed 08/24/2011

NOTE: The first and last calendar day of travel is calculated at 75%.

BRETON LOBNER

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

BUSINESS EXPENSE REIMBURSEMENT REPORT

September

Period Covered

| DATE | G/L Account | Description | AMOUNT |
|--------|-------------|---|--------|
| 9/7/11 | 66290 | Parking - MTS attending Taxicab Committee Meeting re: taxicab rates of fare | \$2.25 |
| 9/8/11 | 66290 | Parking - MTS attending Taxicab Committee Meeting re: taxicab rates of fare | \$3.00 |
| TOTAL | | | \$5.25 |

I acknowledge that I have read, understand and agree to Authority *Policy 3.30 - Business Expense Reimbursement Policy and that any purchases that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct.

* Policy 3.30

Burt K. Fisher

NAME

DATE

APPROVED: By the Executive Committee at its August 22 2011

Joseph R. Lussace

NAME

DATE

9/27/2011

EXPENSES OF BRETON K. LOBNER

\$2.25
PARKING AT MTS
ATTENDING TAXICAB COMMITTEE MEETING
SEPTEMBER 7, 2011
RE: TAXICAB RATES OF FARE

WELCOME TO
JAMES R. MILLS
PLEASE KEEP THIS TICKET
WITH YOU

Entered/Arrivee:
2011/09/07 09:48
Ticket/Billet#:0088657789
Dur/Duree:76:52
Paid On/Paye Le:
2011/09/07 11:06

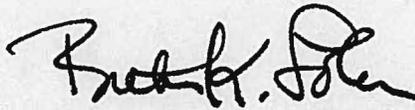
Paid/Paye:\$ 2.25
Original Fee:\$ 2.25
GST:\$ 0.00
PST:\$ 0.00

Change:\$ 0.00
AMEX
SC:\$ 0.00

Merchant ID:
*****4314 Swiped

Purchase 11/09/07 11:05:43
Seq# 0535 Pay Station
Auth# 325053
000 APPROVED

\$3.00
PARKING AT MTS
ATTENDING MTS EXECUTIVE COMMITTEE MEETING
SEPTEMBER 8, 2011
RE: TAXICAB RATES OF FARE



SEP 8 2011

TOTAL: \$5.25

WELCOME TO
JAMES R. MILLS

PLEASE KEEP THIS TICKET
WITH YOU

Entered/Arrivee:
2011/09/08 08:40

Ticket/Billet#:0088740065
Dur/Duree:110:24
Paid On/Paye Le:
2011/09/08 10:30

Paid/Paye:\$ 3.00
Original Fee:\$ 3.00
GST:\$ 0.00
PST:\$ 0.00

Change:\$ 0.00
AMEX
SC:\$ 0.00

Merchant ID:
*****4314 Swiped

Purchase 11/09/08 10:30:31
Seq# 0536 Pay Station
Auth# 765302
000 APPROVED

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
TRAVEL EXPENSE REPORT**

(To be completed within 30 days from travel return date)

TRAVELER: Breton Lobner DEPT. NAME & NO. General Counsel
 DEPARTURE DATE: 9/12/2011 RETURN DATE: September 12,2011 REPORT DUE: #VALUE!
 DESTINATION: Sacramento, CA

Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

| | Authority Expenses (Prepaid by Authority) | Employee Expenses | | | | | | | TOTALS |
|---|--|-------------------|-------------------|--------------------|----------------------|---------------------|-------------------|---------------------|--------------|
| | | SUNDAY | MONDAY 9/12/11 | TUESDAY 9/13/11 | WEDNESDAY 9/14/11 | THURSDAY 9/15/11 | FRIDAY 9/16/11 | SATURDAY 9/17/11 | |
| Air Fare, Railroad, Bus (attach copy of itinerary w/charges) | 439.40 | | | | | | | | 0.00 |
| Conference Fees (provide copy of flyer/registration expenses) | | | | | | | | | 0.00 |
| Rental Car* | | | | | | | | | 0.00 |
| Gas and Oil* | | | | | | | | | 0.00 |
| Garage/Parking* | | | | | | | | | 0.00 |
| Mileage - attach mileage form* | | | | | | | | | 0.00 |
| Taxi and/or Shuttle Fare (include tips pd.)* | | | | | | | | | 0.00 |
| Hotel* | | | | | | | | | 0.00 |
| Telephone, Internet and Fax* | | | | | | | | | 0.00 |
| Laundry* | | | | | | | | | 0.00 |
| Tips - separately paid (maids, bellhop, other hotel srvs.) | | | | | | | | | 0.00 |
| Meals (include tips pd.) | | | | | | | | | 0.00 |
| Breakfast* | | | | | | | | | 0.00 |
| Lunch* | | | 38.79 | | | | | | 38.79 |
| Dinner* | | | | | | | | | 0.00 |
| Other Meals* | | | | | | | | | 0.00 |
| Alcohol is a non-reimbursable expense | | | | | | | | | |
| Hospitality ¹ * | | | | | | | | | 0.00 |
| Miscellaneous: | | | | | | | | | 0.00 |
| | | | | | | | | | 0.00 |
| *Provide detailed receipts | | | | | | | | | 0.00 |
| Total Expenses prepaid by Authority | 439.40 | 0.00 | 38.79 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 38.79 |

| | | |
|--|--|--------|
| Explanation: <u>2nd lunch was for Mike Kulis</u> | Total Expenses Prepaid by Authority | 439.40 |
| | Total Expenses Pd. by Employee (including cash advances) | 38.79 |
| | Grand Trip Total | 478.19 |
| | Less Cash Advance (attach copy of Authority ck) | |
| | Less Expenses Prepaid by Authority | 439.40 |
| | Due Traveler (positive amount)² | |
| | Due Authority (negative amount)³ | 38.79 |
| | <i>Note: Send this report to Accounting even if the amount is \$0.</i> | |

¹Give names and business affiliations of any persons whose meals were paid by traveler.
² Prepare Check Request
³Attach personal check payable to SDCRAA

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy⁴ and 3.30 - Business Expense Reimbursement Policy⁵ and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By: Kendy Rios Ext.: x2424
 Traveler Signature: Breton Lobner Date: _____
 Approved By: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be certified if used by President/CEO, Gen. Counsel, or Chief Auditor)

I, _____ hereby certify that this document was approved by the Executive Committee at its _____ meeting.
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)
 (Leave blank and we will insert the meeting date.)

Failure to attach required documentation will result in the delay of processing reimbursement. If you have any questions, please see your department Administrative Assistant or call Accounting at ext. 2806.

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST**

GENERAL INSTRUCTIONS:

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel travelling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

1. TRAVELER:

Travelers Name: Breton Lobner Dept: 15
 Position: Board Member President/CEO Gen. Counsel Chief Auditor
 All other Authority employees (does not require executive committee administrator approval)

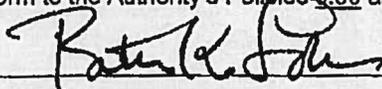
2. DATE OF REQUEST: 09/09/2011 PLANNED DATE OF DEPARTURE/RETURN: 09/13/11 / 09/13/11

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip- continue on extra sheets of paper as necessary):
Destination: Sacramento, CA Purpose: Meeting with State Controllers Office
Explanation: Meeting with State Controllers Office

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

| | |
|--|------------------|
| A. TRANSPORTATION COSTS: | |
| • AIRFARE | \$ <u>490.00</u> |
| • OTHER TRANSPORTATION (Taxi, Train, Car Rental) | \$ _____ |
| B. LODGING | \$ _____ |
| C. MEALS | \$ <u>50.00</u> |
| D. SEMINAR AND CONFERENCE FEES | \$ _____ |
| E. ENTERTAINMENT (If applicable) | \$ _____ |
| F. OTHER INCIDENTAL EXPENSES | \$ _____ |
| TOTAL PROJECTED TRAVEL EXPENSE | \$ <u>540.00</u> |

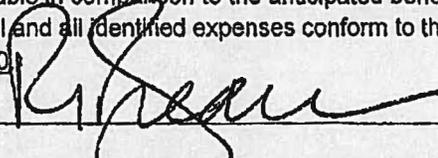
CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 9-10-11

CERTIFICATION BY ADMINISTRATOR (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature:  Date: 9-9-11

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

Tony R. Russell, Authority Clerk hereby certify that this document was approved
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)
 by the Executive Committee at its 9/24/2011 meeting.
 (Leave blank and we will insert the meeting date.)



Traveltrust
 274 North Coast Highway 101
 Encinitas, Ca 92024
 Tel: 760-635-1700
 Fax: 760-635-720
 Website: www.traveltrust.com

LOBNER/BRETON

DEPT 15

09-Sep-2011 5:21 pm

Page 1 of 1

PLEASE CHECK NEW CARRY-ON RESTRICTIONS DIRECT WITH
 YOUR CARRIER OR CALL TRAVELTRUST AT 800-792-4662
 -----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----

*****TICKETLESS TRAVEL INSTRUCTIONS*****
 THIS IS AN E-TICKET RESERVATION.

A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN
 A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN
 UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.

*****TSA GUIDANCE FOR PASSENGERS*****
 PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING

INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE
 DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE
 FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV

| | | | | | | |
|--|----------|--------------------|---------|--------------------|-----------|---|
|  12-Sep-2011 08:50am Monday | Air | Southwest Airlines | Flight# | 1131 | Class: | Y |
| | From: | San Diego CA, USA | To: | Sacramento CA, USA | | |
| | Meal: | None | Equip: | Boeing 737-300 Jet | | |
| | Depart: | 12-Sep-2011 Monday | 08:50am | Status: | Confirmed | |
| | Arrival: | 12-Sep-2011 Monday | 10:25am | Stops: | 0 | |

Depart - TERMINAL 1
 Arrive - TERMINAL A
 Southwest Airlines locator: W8NYLY
 RAPID REWARDS NUMBER HAS BEEN ADDED
 Flight Duration: 1 hour(s) and 35 minutes
 Class of Service: Coach

| | | | | | | |
|---|----------|--------------------|---------|--------------------|-----------|---|
|  12-Sep-2011 07:05pm Monday | Air | Southwest Airlines | Flight# | 1143 | Class: | Y |
| | From: | Sacramento CA, USA | To: | San Diego CA, USA | | |
| | Meal: | None | Equip: | Boeing 737-300 Jet | | |
| | Depart: | 12-Sep-2011 Monday | 07:05pm | Status: | Confirmed | |
| | Arrival: | 12-Sep-2011 Monday | 08:30pm | Stops: | 0 | |

Depart - TERMINAL A
 Arrive - TERMINAL 1
 Southwest Airlines locator: W8NYLY
 Flight Duration: 1 hour(s) and 25 minutes
 Class of Service: Coach

Other

10-Mar-2012
 Saturday

San Diego CA, USA
 RESERVATION RETAINED FOR 180 DAYS-A

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST
 AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.
 FOR EMERGENCY AFTERHOURS SERVICE IN THE US
 PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0
 PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER
 EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00
 THANK YOU FOR CHOOSING TRAVELTRUST...MARY LARSON-PICKETT

Ticket Information

| | | |
|--------------------|----------------------|--------|
| LOBNER B | | |
| Ticket#:2198827820 | Ticket Base Fare: | 388.84 |
| Invoice#:1187758 | Ticket Tax: | 50.56 |
| | Total Ticket Amount: | 439.40 |

Electronic: YES

SERVICE FEE DOCUMENT #: 0549944949 FEE AMOUNT: 30.00

BILLED TO: AMERICAN EXPRESS ENDING IN 1012

ESQUIRE GRILL

1213 K STREET
SACRAMENTO, CA
PHONE (916) 448-8900
Date: Sep12'11 12:59PM
Card Type: Amex
Acct #: XXXXXXXXXXXX4314
Card Entry: SWIPED
Trans Type: PURCHASE
Auth Code: 175583
Check: 1507
Table: 6/1
Server: 3003 Amanda P

Subtotal: 38.79

Customer COPY

Tip

Total

Customer
Copy

ESQUIRE GRILL

1213 K STREET
SACRAMENTO, CA
PHONE (916) 448-8900

3003 Amanda P

Tbl 6/1 Chk 1507 Gst 2
Sep12'11 12:27PM

2 A/P Lemonade 7.00
2 Cobb L 29.00

Subtotal 36.00
Tax 2.79
Total 38.79

For Special Events
Call Diane 440-1084
www.Paragarys.com

Please take our survey at
www.Paragarys.com
THANK YOU FOR JOINING US