

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

Board Members

Robert H. Gleason
Board Chair

David Alvarez
C. April Boling
Greg Cox
Jim Desmond
Lloyd B. Hubbs
Jim Janney
Paul Robinson
Mary Sessom

BOARD **AGENDA**

Thursday, January 21, 2016
9:00 A.M.

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

Ex-Officio Board Members

Laurie Berman
Eraina Ortega
Col. Jason G. Woodworth

Staff

Thella F. Bowens

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

This Agenda contains a brief general description of each item to be considered. The indication of a recommended action does not indicate what action (if any) may be taken. ***Please note that agenda items may be taken out of order.*** If comments are made to the Board without prior notice or are not listed on the Agenda, no specific answers or responses should be expected at this meeting pursuant to State law.

Staff Reports and documentation relating to each item of business on the Agenda are on file in Corporate & Information Governance and are available for public inspection.

NOTE: Pursuant to Authority Code Section 2.15, all Lobbyists shall register as an Authority Lobbyist with the Authority Clerk within ten (10) days of qualifying as a lobbyist. A qualifying lobbyist is any individual who receives \$100 or more in any calendar month to lobby any Board Member or employee of the Authority for the purpose of influencing any action of the Authority. To obtain Lobbyist Registration Statement Forms, contact the Corporate & Information Governance/Authority Clerk Department.

PLEASE COMPLETE A "REQUEST TO SPEAK" FORM PRIOR TO THE COMMENCEMENT OF THE MEETING AND SUBMIT IT TO THE AUTHORITY CLERK. ***PLEASE REVIEW THE POLICY FOR PUBLIC PARTICIPATION IN BOARD AND BOARD COMMITTEE MEETINGS (PUBLIC COMMENT) LOCATED AT THE END OF THE AGENDA.***

The Authority has identified a local company to provide oral interpreter and translation services for public meetings. If you require oral interpreter or translation services, please telephone the Corporate & Information Governance /Authority Clerk Department with your request at (619) 400-2400 at least three (3) working days prior to the meeting.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PRESENTATION:

A. EAST HARBOR ISLAND PLAN:

Presented by Jason Giffen, Assistant Vice President, Planning, Port of San Diego and Shaun Sumner, Assistant Vice President of Real Estate, Port of San Diego

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

STANDING BOARD COMMITTEES

- **AUDIT COMMITTEE:**
Committee Members: Gleason, Hollingworth, Hubbs, Robinson (Chair), Sessom, Tartre, Van Sambeek
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**
Committee Members: Alvarez, Boling, Gleason, Hubbs (Chair), Robinson
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**
Committee Members: Cox, Desmond (Chair), Hubbs, Janney, Sessom
- **FINANCE COMMITTEE:**
Committee Members: Alvarez, Boling (Chair), Cox, Janney, Sessom

ADVISORY COMMITTEES

- **AUTHORITY ADVISORY COMMITTEE:**
Liaison: Robinson (Primary), Boling
- **ART ADVISORY COMMITTEE:**
Committee Member: Gleason

LIAISONS

- **AIRPORT LAND USE COMPATIBILITY PLAN:**
Liaison: Janney

- **CALTRANS:**
Liaison: Berman
- **INTER-GOVERNMENTAL AFFAIRS:**
Liaison: Cox
- **MILITARY AFFAIRS:**
Liaison: Woodworth
- **PORT:**
Liaisons: Cox, Gleason (Primary), Robinson
- **WORLD TRADE CENTER:**
Representatives: Alvarez, Gleason (Primary)

BOARD REPRESENTATIVES (EXTERNAL)

- **SANDAG TRANSPORTATION COMMITTEE:**
Representatives: Alvarez (Primary), Hubbs

CHAIR'S REPORT:

PRESIDENT/CEO'S REPORT:

NON-AGENDA PUBLIC COMMENT:

Non-Agenda Public Comment is reserved for members of the public wishing to address the Board on matters for which another opportunity to speak **is not provided on the Agenda**, and which is within the jurisdiction of the Board. Please submit a completed speaker slip to the Authority Clerk. ***Each individual speaker is limited to three (3) minutes. Applicants, groups and jurisdictions referring items to the Board for action are limited to five (5) minutes.***

Note: Persons wishing to speak on specific items should reserve their comments until the specific item is taken up by the Board.

CONSENT AGENDA (Items 1-7):

The consent agenda contains items that are routine in nature and non-controversial. Some items may be referred by a standing Board Committee or approved as part of the budget process. The matters listed under 'Consent Agenda' may be approved by one motion. Any Board Member may remove an item for separate consideration. Items so removed will be heard before the scheduled New Business Items, unless otherwise directed by the Chair.

1. APPROVAL OF MINUTES:

The Board is requested to approve minutes of prior Board meetings.

RECOMMENDATION: Approve the minutes of the December 17, 2015, regular meeting.

2. ACCEPTANCE OF BOARD AND COMMITTEE MEMBERS WRITTEN REPORTS ON THEIR ATTENDANCE AT APPROVED MEETINGS AND PRE-APPROVAL OF ATTENDANCE AT OTHER MEETINGS NOT COVERED BY THE CURRENT RESOLUTION:

The Board is requested to accept the reports.

RECOMMENDATION: Accept the reports and pre-approve Board member attendance at other meetings, trainings and events not covered by the current resolution.

(Corporate & Information Governance: Tony Russell, Director/Authority Clerk)

3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM NOVEMBER 23, 2015 THROUGH DECEMBER 27, 2015 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM NOVEMBER 23, 2015 THROUGH DECEMBER 27, 2015:

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

(Procurement: Jana Vargas, Director)

4. JANUARY 2016 LEGISLATIVE REPORT:

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2016-0001, approving the January 2016 Legislative Report.

(Inter-Governmental Relations: Michael Kulis, Director)

CLAIMS

5. REJECT THE CLAIM OF DENNIS HIMES:

The Board is requested to reject a claim.

RECOMMENDATION: Adopt Resolution No. 2016-0002, rejecting the claim of Dennis Himes.

(Legal: Breton Lobner, General Counsel)

6. REJECT THE CLAIM OF HABIB PAGHMANI:

The Board is requested to reject a claim.

RECOMMENDATION: Adopt Resolution No. 2016-0003, rejecting the claim of Habib Paghmani.

(Legal: Breton Lobner, General Counsel)

COMMITTEE RECOMMENDATIONS

CONTRACTS AND AGREEMENTS

7. APPROVE A RESTATED 401(A) DEFERRED COMPENSATION PLAN WITH MASSACHUSETTS MUTUAL LIFE INSURANCE COMPANY (MASSMUTUAL) RETIREMENT:

The Board is requested to authorize restated plan.

RECOMMENDATION: Adopt Resolution No. 2016-0004, approving and authorizing the President/CEO to execute the restated 401(a) Deferred Compensation Plan ("Adoption Agreement") with Massachusetts Mutual Life Insurance Company (MASSMutual) Retirement and perform any and all other actions necessary to implement the adoption of the Plan.

(Talent, Culture & Capability: Kurt Gering, Director)

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

PUBLIC HEARINGS:

OLD BUSINESS:

NEW BUSINESS:

8. TRANSPORTATION NETWORK COMPANY (TNC) PILOT PROGRAM UPDATE:

The Board is requested to receive the update.

RECOMMENDATION: Receive the update.

(Ground Transportation: David Boenitz, Director)

CLOSED SESSION:

- 9. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**
(Cal. Gov. Code § 54956.9(a) and (d)(1).)
Diego Concession Group, Inc. v. San Diego County Regional Airport Authority,
San Diego Superior Court Case No. 37-2012-00088083-CU-BT-CTL
- 10. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**
(Cal. Gov. Code § 54956.9(a) and (d)(1).)
Dryden Oaks, LLC v. San Diego County Regional Airport Authority, et al.,
San Diego Superior Court, North County, Case No. 37-2014-00004077-CU-EI-NC
- 11. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Cal. Gov. Code § 54956.9(a) and (d)(1).)
Donna Wilson; John Wilson v. San Diego Port Authority; San Diego International Airport; San Diego County Regional Airport Authority
San Diego Superior Court Case No. 37-2014-00015326-CU-PO-CTL (Meyer)
- 12. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Cal. Gov. Code § 54956.9(a)):
Maria Paula Bermudez v. San Diego County Regional Airport Authority, American Airlines, Inc., et al.
San Diego Superior Court Case No. 37-2015-00022911-CU-PO-CTL.
- 13. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Cal. Gov. Code § 54956.9(a) and (d)(1))
Stanley Moore v. San Diego County Regional Airport Authority, et al
San Diego Superior Court Case No. 37-2015-00030676-CU-OE-CTL
- 14. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
Cal. Gov. Code § 54956.9(a) and (d).
In the matter of the Petition of San Diego County Regional Airport Authority for Review of Action by the California Regional Water Quality Control Board in Issuing Order No. R9-2013-0001, as amended by Orders Nos. R9-2015-0001 and R9-2015-0100 (NPDES NO. CAS0109266) [Water Code §§ 13320(a) and 13321(a)]
- 15. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION AND EXISTING LITIGATION:**
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(a) and 54956.9(b).)
Jay A. Bass, et al/v. San Diego City Employees' Retirement System, et al.,
San Diego Superior Court Case No. 37-2013-00077566-CU-OE-CTL

- 16. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9 (b) and 54954.5.)
Re: Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board regarding submission of technical reports pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.
Number of potential cases: 1
- 17. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Initiation of litigation pursuant to Cal. Government Code § 54956.9(d).)
Number of cases: 2
- 18. THREAT TO PUBLIC SERVICES OR FACILITIES:**
Cal. Gov. Code §54957
Consultation with: Transportation Security Administration (TSA)
Federal Security Director and Harbor Police Chief

REPORT ON CLOSED SESSION:

NON-AGENDA PUBLIC COMMENT:

Non-Agenda Public Comment is reserved for members of the public wishing to address the Board on matters for which another opportunity to speak **is not provided on the Agenda**, and which is within the jurisdiction of the Board. Please submit a completed speaker slip to the Authority Clerk. ***Each individual speaker is limited to three (3) minutes. Applicants, groups and jurisdictions referring items to the Board for action are limited to five (5) minutes.***

Note: Persons wishing to speak on specific items should reserve their comments until the specific item is taken up by the Board.

GENERAL COUNSEL REPORT:

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

BOARD COMMENT:

ADJOURNMENT:

Policy for Public Participation in Board, Airport Land Use Commission (ALUC), and Committee Meetings (Public Comment)

- 1) Persons wishing to address the Board, ALUC, and Committees shall complete a "Request to Speak" form prior to the initiation of the portion of the agenda containing the item to be addressed (e.g., Public Comment and General Items). Failure to complete a form shall not preclude testimony, if permission to address the Board is granted by the Chair.
- 2) The Public Comment Section at the beginning of the agenda is limited to eighteen (18) minutes and is reserved for persons wishing to address the Board, ALUC, and Committees on any matter for which another opportunity to speak is not provided on the Agenda, and on matters that are within the jurisdiction of the Board. A second Public Comment period is reserved for general public comment later in the meeting for those who could not be heard during the first Public Comment period.
- 3) Persons wishing to speak on specific items listed on the agenda will be afforded an opportunity to speak during the presentation of individual items. Persons wishing to speak on specific items should reserve their comments until the specific item is taken up by the Board, ALUC and Committees. Public comment on specific items is limited to twenty (20) minutes – ten (10) minutes for those in favor and ten (10) minutes for those in opposition of an item. Each individual speaker will be allowed three (3) minutes, and applicants and groups will be allowed five (5) minutes.
- 4) If many persons have indicated a desire to address the Board, ALUC and Committees on the same issue, then the Chair may suggest that these persons consolidate their respective testimonies. Testimony by members of the public on any item shall be limited to **three (3) minutes per individual speaker and five (5) minutes for applicants, groups and referring jurisdictions.**
- 5) Pursuant to Authority Policy 1.33 (8), recognized groups must register with the Authority Clerk prior to the meeting.
- 6) After a public hearing or the public comment portion of the meeting has been closed, no person shall address the Board, ALUC, and Committees without first obtaining permission to do so.

Additional Meeting Information

NOTE: This information is available in alternative formats upon request. To request an Agenda in an alternative format, or to request a sign language or oral interpreter, or an Assistive Listening Device (ALD) for the meeting, please telephone the Authority Clerk's Office at (619) 400-2400 at least three (3) working days prior to the meeting to ensure availability.

For your convenience, the agenda is also available to you on our website at www.san.org.

For those planning to attend the Board meeting, parking is available in the public parking lot located directly in front of the Administration Building (formerly the Commuter Terminal). Bring your ticket to the third floor receptionist for validation.

You may also reach the Administration Building by using public transit via the San Diego Metropolitan Transit System, Route 992. The MTS bus stop at Terminal 1 is a very short walking distance from the Administration Building. ADA paratransit operations will continue to serve the Administration Building as required by Federal regulation. For MTS route, fare and paratransit information, please call the San Diego MTS at (619) 233-3004 or 511. For other Airport related ground transportation questions, please call (619) 400- 2685.

UPCOMING MEETING SCHEDULE

<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Meeting Type</i>	<i>Location</i>
February 18	Thursday	9:00 a.m.	Regular	Board Room
March 17	Thursday	9:00 a.m.	Regular	Board Room

East Basin Industrial (Harbor Island) Presentation to the SDCRAA Board

January 21, 2016 | Agenda Item A

Shaun D. Sumner, Assistant Vice President
Real Estate Development
Port of San Diego

Jason Giffen, Assistant Vice President
Planning & Green Port
Port of San Diego



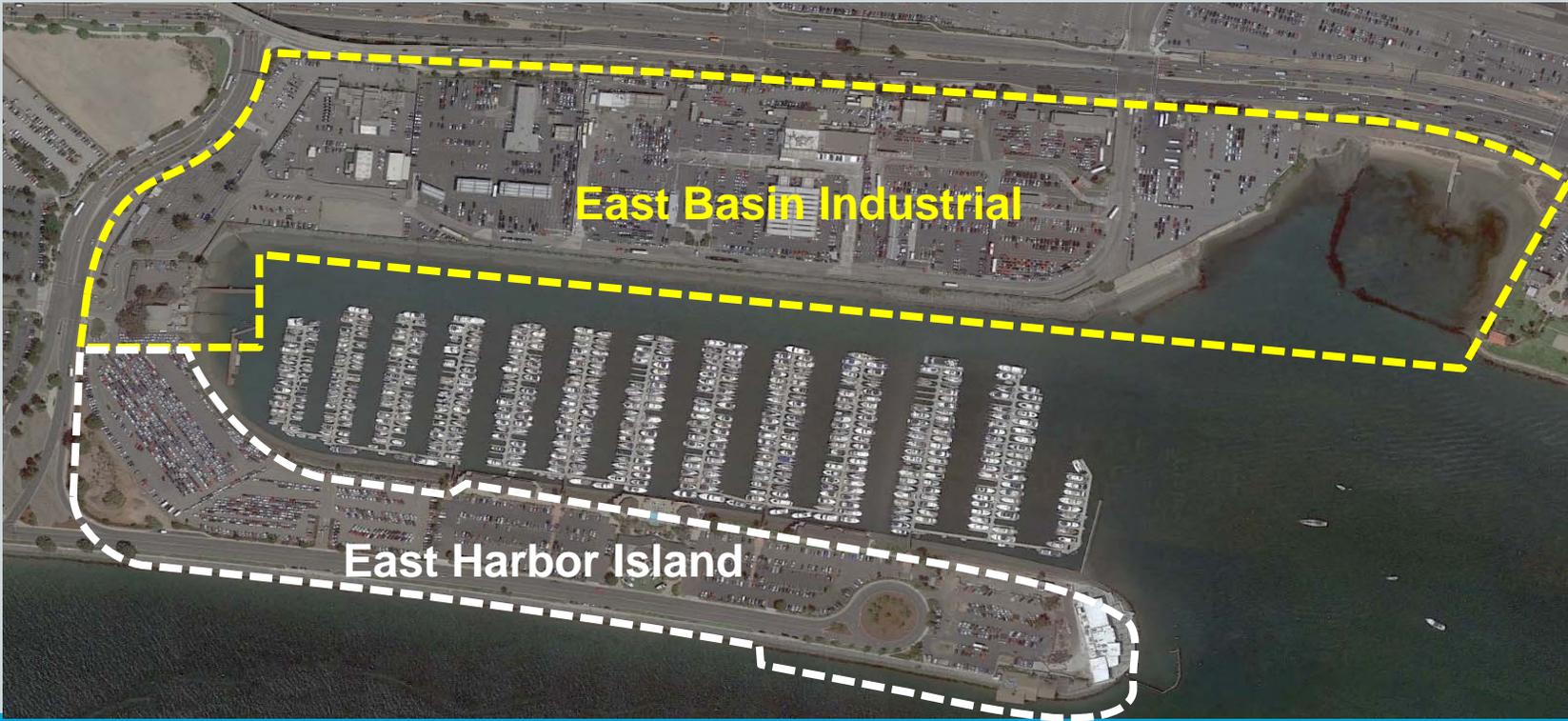
AVAILABLE SITE

Redevelopment Strategy



**Statement
Of
Interest,
Qualifications &
Vision**

Harbor Island Subareas



Background

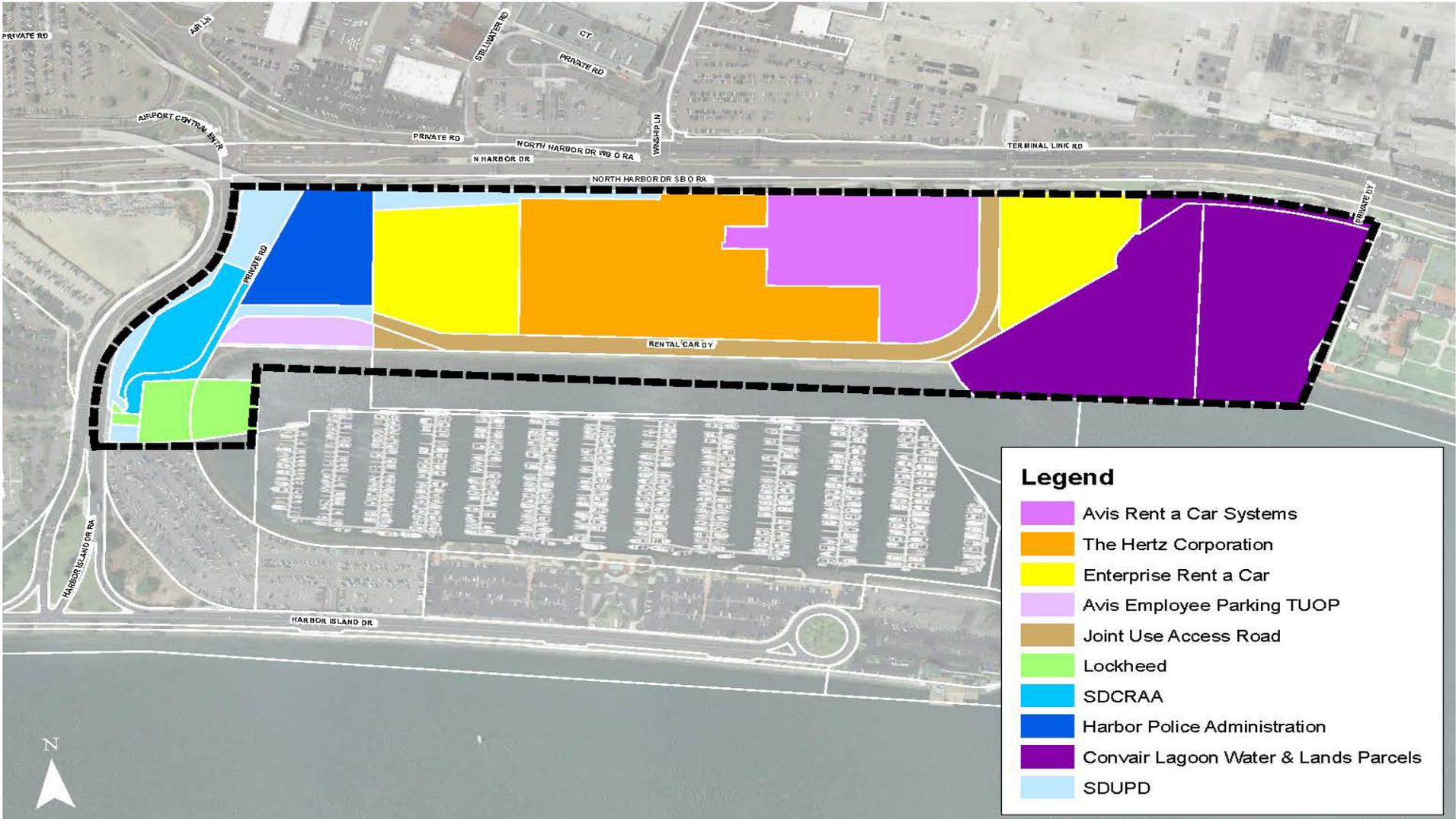
Current uses

- Rental car companies
- Harbor Police Headquarters
- Airport taxi staging lot
- Lockheed Martin

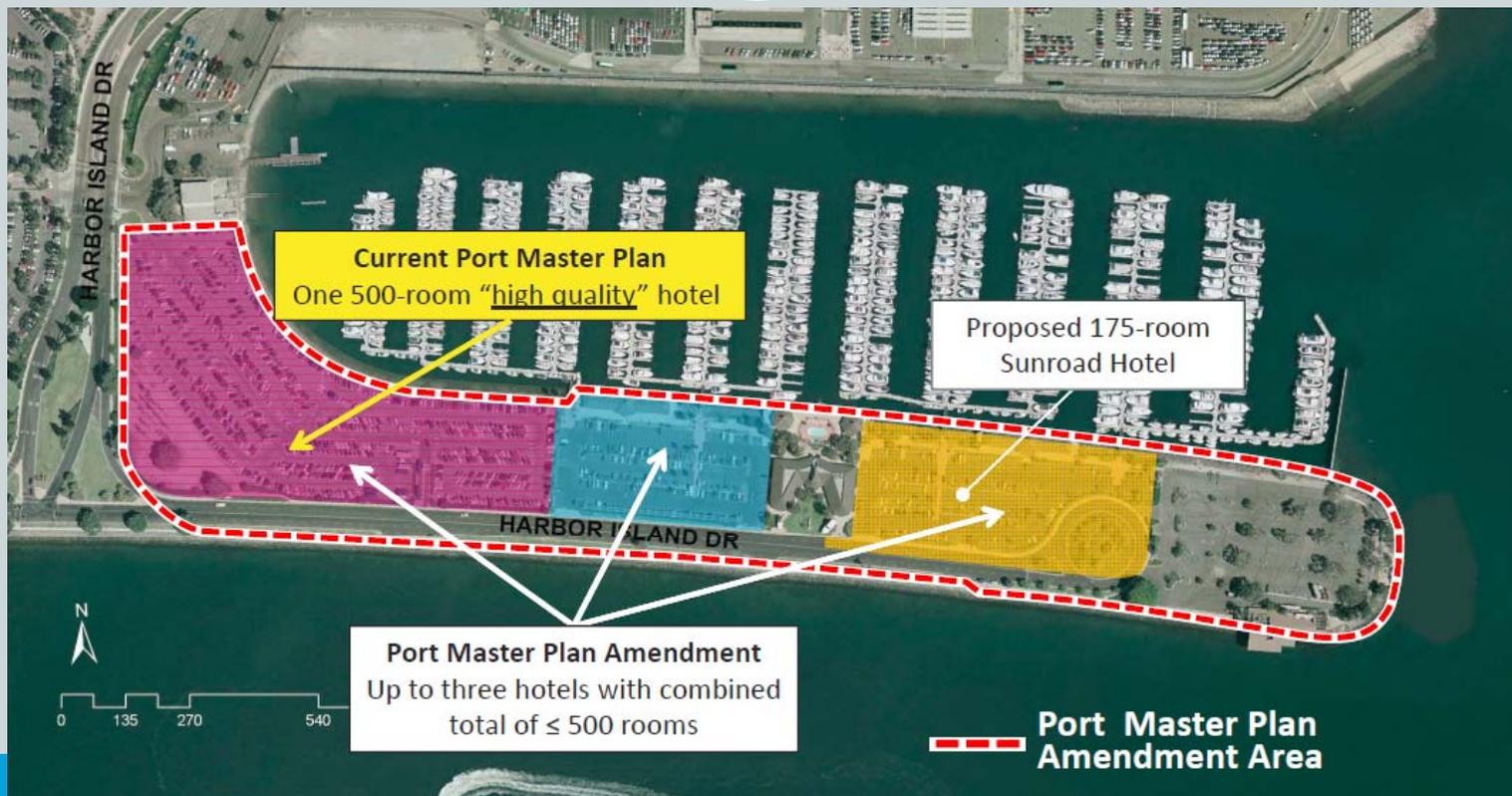
Key Facts

- \$3.2 million annual rent
- Leases expiring by 2018





East Harbor Island PMPA



Elbow Included in SOIQV

8

- Allows market to determine feasibility
- Potential to identify alternative uses
- Reserves Board discretion to determine use



Preliminary massing study only. Further site constraints investigation and environmental analysis are required.

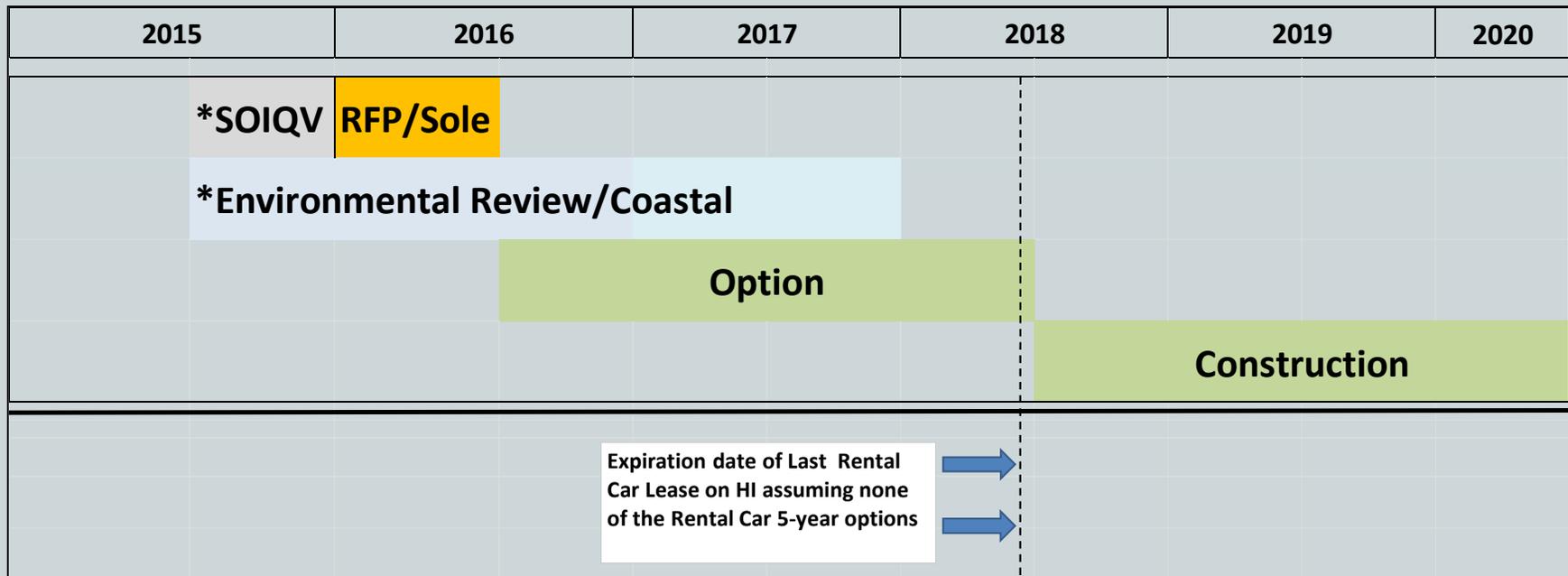


East Basin Industrial Subarea - Harbor Island Planning District
SAMPLE Illustrative Massing Diagram

SOIQV – Potential Components

- **One or more hotels**
- **Retail/restaurant**
- **Public open space (promenades and public parks/plazas)**
- **Maritime or Water-dependent Office Space**
- **Consolidated HPD/Port Headquarters**
- **Other potential uses**

Project Timeline



Revised 1/20/16
DRAFT

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD
MINUTES
THURSDAY, DECEMBER 17, 2015
SAN DIEGO INTERNATIONAL AIRPORT
BOARD ROOM**

CALL TO ORDER: Chair Gleason called the regular meeting of the San Diego County Regional Airport Authority Board to order at 9:02 a.m. on Thursday, December 17, 2015, in the Board Room at the San Diego International Airport, Administration Building (formerly the Commuter Terminal), 3225 North Harbor Drive, San Diego, CA 92101.

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

ROLL CALL:

PRESENT: Board Members: Alvarez, Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom, Woodworth (Ex Officio)

ABSENT: Board Members: Berman (Ex Officio), Ortega (Ex Officio)

ALSO PRESENT: Thella F. Bowens, President/CEO; Breton K. Lobner, General Counsel; Tony R. Russell, Director, Corporate and Information Governance/Authority Clerk, Linda Gehlken, Assistant Authority Clerk I

PRESENTATIONS:

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

STANDING BOARD COMMITTEES

- **AUDIT COMMITTEE:**
Board Member Robinson reported that the Audit Committee held a Special Meeting on December 7th, and that there are items on today's consent agenda for action.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**
Board Member Hubbs announced that the next Committee meeting is scheduled on January 28, 2016.
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**
Board Member Desmond announced that the next Committee meeting is scheduled on January 19, 2016.

- **FINANCE COMMITTEE:**
Board Member Boling reported that the Committee met on December 7 and some of the items were forwarded to the Board.

ADVISORY COMMITTEES

- **AUTHORITY ADVISORY COMMITTEE:**
None.
- **ART ADVISORY COMMITTEE:**
Chair Gleason reported that there are 14 art installations related to the **Point** of Entry theme, and that two have been completed. He also reported that there are several holiday performances scheduled in the terminals.

LIAISONS

- **AIRPORT LAND USE COMPATIBILITY PLAN:**
None.
- **CALTRANS:**
None.
- **INTER-GOVERNMENTAL AFFAIRS:**
Board Member Cox reported that Congressional leaders announced agreement on an Omnibus spending bill to fund the federal government through the end of Fiscal Year 2016. He reported that this agreement will fund the Airport Improvement Program at \$3.35 billion and will provide \$13 billion for Customs and Border Protection operations. He stated that the bill also includes provisions to strengthen the Visa Waiver Program. He reported that Authority staff recently provided airport updates and airfield tours to Vista Councilman Cody Campbell, State Assemblyman Brian Jones, and Rear Admiral Markham Rich (Navy Mayor) and his staff. He also reported that Authority staff provided an airport update to Senator Barbara Boxer's office. He announced that San Diego Mayor Kevin Faulconer is scheduled to present his annual State of the City Address on January 14.
- **MILITARY AFFAIRS:**
None.
- **PORT:**
Chair Gleason reported that the Port will be installing new officers on January 7.
- **WORLD TRADE CENTER:**
Chair Gleason reported that the official re-launch of the World Trade Center for San Diego, under the management of the San Diego Regional Economic Development Corporation, has been completed.

BOARD REPRESENTATIVES (EXTERNAL)

- **SANDAG TRANSPORTATION COMMITTEE:**
None.

CHAIR'S REPORT: None.

PRESIDENT/CEO'S REPORT:

Thella F. Bowens, President/CEO, reported that over 65,000 passengers daily are expected to travel through San Diego International Airport during the holiday peak travel time. She reported that the Authority is working with various entities to monitor drone activity. She stated that the Federal Aviation Administration has announced recently that it will require a pre-registration process to be implemented for drones to assist in identifying ownership of drones that cause issues. She reported that the Rental Car Center is on track to open as scheduled in January, and that staff continues to work on the Parking Plaza, and that staff will provide a report to the Board.

NON-AGENDA PUBLIC COMMENT: None.

CONSENT AGENDA (Items 1-12):

In response to Board Member Desmond's inquiry regarding Item 5, and how subcontractor items are handled, Breton Lobner, General Counsel, stated that in this case, Lindbergh Field Solar was doing work through a subcontractor, Borrego Solar, and that they were responsible for erecting the fence noted in the claim; therefore, the claim and any further possible grievance is being tendered to them.

In response to Board Member Alvarez' inquiry regarding needing clarification on the contract amount for Item 12, Keith Wilschetz, Director, Airport Planning & Noise Mitigation, stated that the original contract value was \$6.2 Million, with \$1.8 Million remaining. He stated that due to the anticipated need for an Environmental Impact Statement, rather than an Environmental Assessment, the costs are expected to increase and this action will ensure that adequate funds are available.

In response to Board Member Alvarez regarding how often an update will be provided on the status of the alternatives, Thella F. Bowens, President/CEO, stated that, unless there is a need for greater frequency, an update is planned to the Board every six months.

ACTION: Moved by Board Member Janney and seconded by Board Member Robinson to approve the Consent Agenda. Motion carried by the following vote: YES – Alvarez, Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – None. (Weighted Vote Points: YES – 100; NO – 0; ABSENT – 0)

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the November 19, 2015, regular meeting.

2. ACCEPTANCE OF BOARD AND COMMITTEE MEMBERS WRITTEN REPORTS ON THEIR ATTENDANCE AT APPROVED MEETINGS AND PRE-APPROVAL OF ATTENDANCE AT OTHER MEETINGS NOT COVERED BY THE CURRENT RESOLUTION:

RECOMMENDATION: Accept the reports and pre-approve Board member attendance at other meetings, trainings and events not covered by the current resolution.

3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM OCTOBER 26, 2015 THROUGH NOVEMBER 22, 2015, AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM OCTOBER 26, 2015, THROUGH NOVEMBER 22, 2015:

RECOMMENDATION: Receive the report.

4. DISPOSITION OF SURPLUS PROPERTY:

RECOMMENDATION: Adopt Resolution No. 2015-0126, authorizing the disposition of surplus property (materials and/or equipment) by: 1) donating electronic surplus to San Diego Futures Foundation (SDFF), 2) sale to the highest bidder, and 3) recycling and disposing of unwanted items as scrap.

CLAIMS

5. REJECT THE CLAIM OF MALCOM DAVIDSON:

RECOMMENDATION: Adopt Resolution No. 2015-0127, rejecting the claim of Malcom Davidson.

6. REJECT THE CLAIM OF ELIZABETH DELGADO:

RECOMMENDATION: Adopt Resolution No. 2015-0128, rejecting the claim of Elizabeth Delgado.

COMMITTEE RECOMMENDATIONS

7. EXTERNAL AUDITOR'S FISCAL YEAR ENDED JUNE 30, 2015, REPORTS: A) AUDITED FINANCIAL STATEMENTS, B) COMPLIANCE (SINGLE AUDIT) REPORT, C) PASSENGER FACILITY CHARGE COMPLIANCE REPORT, D) CUSTOMER FACILITY CHARGE COMPLIANCE REPORT, AND E) REPORT TO THE AUDIT COMMITTEE:

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

8. **REVIEW OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) FOR THE FISCAL YEAR ENDED JUNE 30, 2015:**
RECOMMENDATION: The Audit Committee recommends that the Board accept the information.
9. **FISCAL YEAR 2016 FIRST QUARTER ACTIVITIES REPORT AND AUDIT RECOMMENDATIONS ISSUED BY THE OFFICE OF THE CHIEF AUDITOR:**
RECOMMENDATION: The Audit Committee recommends that the Board accept the information.

CONTRACTS AND AGREEMENTS

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

10. **AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE A LETTER OF CREDIT AND REIMBURSEMENT AGREEMENT WITH US BANK, NA TO CONTINUE THE AUTHORITY'S BONDING AND CONTRACT FINANCING ASSISTANCE PROGRAM:**
RECOMMENDATION: Adopt Resolution No. 2015-0129, approving and authorizing the President/CEO to negotiate and execute a Letter of Credit and Reimbursement Agreement in an amount not to exceed \$4,000,000 with US Bank, NA in order to continue the Authority's Bonding and Contract Financing Assistance Program.
11. **AWARD OF CONTRACT TO HAZARD CONSTRUCTION COMPANY FOR REHABILITATE CROSS TAXIWAY B8 AND TERMINAL APRONS AT SAN DIEGO INTERNATIONAL AIRPORT:**
RECOMMENDATION: Adopt Resolution No. 2015-0130, awarding a contract to Hazard Construction Company in the amount of \$4,766,600 for Project No. 104177, Rehabilitate Cross Taxiway B8 and Terminal Aprons at San Diego International Airport.
12. **APPROVE AND AUTHORIZE AMENDMENT 4 TO THE CONTRACT WITH LEIGH FISHER INCREASING THE CONTRACT DURATION AND NOT-TO-EXCEED AMOUNT FOR THE AIRPORT DEVELOPMENT PLAN (ADP) ENVIRONMENTAL ANALYSES:**
RECOMMENDATION: Adopt Resolution No. 2015-0131, approving and authorizing Amendment 4 to the Leigh Fisher contract increasing the term by four (4) years to expire on February 21, 2020 and increasing the amount by \$2,570,000 for a new total not-to-exceed amount of \$8,692,145 for the Airport Development Plan (ADP) Environmental Analyses.

PUBLIC HEARINGS: None

OLD BUSINESS: None

NEW BUSINESS:

13. DECEMBER 2015 LEGISLATIVE REPORT AND 2016 LEGISLATIVE AGENDA:

Michael Kulis, Director, Inter-Governmental Relations; Richard Harris, Senior Policy Advisor, Nossaman; and Sam Whitehorn, Managing Director, McBee Strategic, provided a presentation on the 2016 Legislative Agenda that included an overview of 2015 State Legislative Review, 2016 Major State Issues, 2016 Aviation/Airport Issues, 2016 Leadership/Representation, Transportation and Infrastructure Committee, and 2015-2016 Major Federal Issues.

Board Member Alvarez suggested discussions among leadership regarding finding other revenue streams for airport improvements, including the Airport Development Plan.

Thella F. Bowens, President/CEO, stated that the Aviation Fund Tax has some potential to add additional resources to the Authority.

RECOMMENDATION: Adopt Resolution No. 2015-0132, approving the December 2015 Legislative Report and 2016 Legislative Agenda.

ACTION: Moved by Board Member Boling and seconded by Board Member Cox to approve staff's recommendation. Motion carried by the following vote: YES – Alvarez, Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – None. (Weighted Vote Points: YES – 100; NO – 0; ABSENT – 0)

Chair Gleason stated that Item 15 would be heard next.

15. ADOPT A RESOLUTION SUPPORTING THE PUBLIC COMMENT LETTER ON THE DRAFT SOCAL METROPLEX ENVIRONMENTAL ASSESSMENT:

Keith Wilschetz, Director, Airport Planning & Noise Mitigation, provided an overview of the staff report.

Board Member Desmond requested that the Board be provided an overlay of the proposed SoCal Metroplex requirements alongside the existing requirements to see the differences between the two.

Board Member Janney stated that it appears that there is a lack of communication with the Federal Aviation Administration (FAA) regarding the "Red Dot" agreement. He questioned if there is a process in place to engage the FAA.

Thella F. Bowens, President/CEO, stated that staff is committed to re-educating the FAA Tower team on the Red Dot requirements.

Board Member Cox reported that the San Diego County Board of Supervisors took action recently to retain the “Red Dot” Agreement and to retain the Loma Waypoints utilization. He stated that several officials from the City of San Diego also met with citizens from the Point Loma area in this regard. He encouraged the Board to consider evaluating a more formal acknowledgement of the “Red Dot” agreement.

JILL MONROE, SAN DIEGO, spoke in support of the item and stated she appreciated that the Board acknowledged the importance of retaining the Loma Waypoint.

CASEY SCHNOOR, SAN DIEGO, stated that as a resident of the Point Loma area, the reaffirmation of the Loma Waypoint and Red Dot Agreements was appreciated and he encouraged the Board to approve the item.

Board Member Cox recommended that a more formal agreement be developed to memorialize the “Red Dot” agreement.

Chair Gleason stated that it would be helpful if more information be provided to the Board to clarify some points that were raised through discussions. He recommended that staff evaluate, assess, and report back to the Board its findings regarding formalizing the “Red Dot” agreement.

Board Member Desmond suggested that Authority staff meet periodically with the community, Authority Tower and Terminal Radar Approach Control (TRACON) regarding the requirements of the “Red Dot” agreement.

RECOMMENDATION: Adopt Resolution No. 2015-0133, supporting the attached September 3, 2015, public comment letter signed by Thella F. Bowens, President/CEO, San Diego County Regional Airport Authority, regarding the draft SoCal Metroplex Environmental Assessment.

ACTION: Moved by Board Member Cox and seconded by Board Member Janney to approve staff’s recommendation. Motion carried by the following vote: YES – Alvarez, Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – None. (Weighted Vote Points: YES – 100; NO – 0; ABSENT – 0)

ACTION: : Moved by Board Member Cox and seconded by Board Member Janney to direct staff to evaluate different approaches to try to more effectively formalize the “Red Dot” agreement, which may include annual meetings with our appropriate Federal partners, and report back to the Board in 90 days. Motion carried by the following vote: YES – Alvarez, Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – None. (Weighted Vote Points: YES – 100; NO – 0; ABSENT – 0)

The Board recessed at 10:32 a.m. and reconvened at 10:40 a.m.

Board Member Boling left the dais at 10:45 a.m.

14. ADOPT AUTHORITY POLICY 8.63 - PRIVACY OF PERSONAL INFORMATION:

Tony Russell, Director, Corporate Information Governance/Authority Clerk, provided an overview presentation on adopting Authority Policy 8.63 - Privacy of Information that included Purpose, Concerns, Existing Processes/Systems Collecting Personal Information, Personal Information Currently Being Collected, Anticipated/Future Impacts, Legal and Regulatory Compliance, Authority Employment Standards, Information Protection and Security, Records and Information Retention, and a Policy Overview.

In response to Board Member Sessom regarding clarifying the language regarding third party collection of personal information, Thella F. Bowens, President/CEO, stated that all third parties collecting personal information on behalf of the Authority will be required to adhere to this Policy.

In response to concerns by Board Member Sessom regarding releasing customer information to possible third parties under section 1(a) , Lee Kaminetz, Senior Attorney, General Counsel, stated that the intent of this section is to support specific circumstances such as the need by law enforcement to have the information.

In response to concern expressed by Board Member Sessom regarding the use of Personal Information (PI) through the Customer Loyalty Program, Jon Graves, Senior Manager, Vision, Voice & Engagement, stated that it will be used only as a marketing tool to incentivize people to use airport facilities, such as parking.

In response to Chair Gleason regarding cyber security protection concerns, Rick Belliotti, Director, Information Technology, stated that there are third party companies that the Authority has engaged to detect any possible weak areas. He also stated that there are other tools being implemented to ensure all information is protected as much as possible.

RECOMMENDATION: Adopt Resolution No. 2015-0124, approving the adoption of Authority Policy 8.63 - Privacy of Personal Information.

ACTION: Moved by Board Member Desmond and seconded by Board Member Sessom to approve staff's recommendation. Motion carried by the following vote: YES – Alvarez, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – Boling. (Weighted Vote Points: YES – 87; NO – 0; ABSENT – 13)

The Board recessed at 10:53 a.m. and reconvened at 11:09 a.m.

PUBLIC HEARINGS: None.

OLD BUSINESS: None.

CLOSED SESSION: The Board recessed into Closed Session at 11:10 a.m. to discuss Items 20 and 24.

- 16. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**
(Real property negotiations pursuant to Cal. Gov. Code § 54954.5(b) and § 54956.8.)
Property: Salt Plant – 17 acre parcel located at 1470 Bay Boulevard, San Diego.
Agency Negotiators: Scott Brickner, Finance & Asset Management, Vice President/Treasurer.
Negotiating Parties: San Diego Gas & Electric, United States Fish and Wildlife Service, GGTW, LLC (current tenant) and/or other interested parties.
Under Negotiation: Sale – terms and conditions.
- 17. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**
(Cal. Gov. Code § 54956.9(a) and (d)(1).)
Diego Concession Group, Inc. v. San Diego County Regional Airport Authority,
San Diego Superior Court Case No. 37-2012-00088083-CU-BT-CTL
- 18. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**
(Cal. Gov. Code § 54956.9(a) and (d)(1).)
Dryden Oaks, LLC v. San Diego County Regional Airport Authority, et al.,
San Diego Superior Court, North County, Case No. 37-2014-00004077-CU-EI-NC
- 19. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Cal. Gov. Code § 54956.9(a) and (d)(1).)
Donna Wilson; John Wilson v. San Diego Port Authority; San Diego International Airport; San Diego County Regional Airport Authority
San Diego Superior Court Case No. 37-2014-00015326-CU-PO-CTL (Meyer)
- 20. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Cal. Gov. Code § 54956.9(a) and (d)(1).)
Joan M. Ward v. San Diego County Regional Airport Authority, et al
San Diego Superior Court Case No. 37-2014-00022181-CU-WT-CTL
- 21. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Cal. Gov. Code § 54956.9(a)):
Maria Paula Bermudez v. San Diego County Regional Airport Authority,
American Airlines, Inc., et al.
San Diego Superior Court Case No. 37-2015-00022911-CU-PO-CTL.

- 22. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Cal. Gov. Code §54956.9(a) and (d)(1))
Stanley Moore v. San Diego County Regional Airport Authority, et al
San Diego Superior Court Case No. 37-2015-00030676-CU-OE-CTL
- 23. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Cal. Gov. Code §54956.9(a) and (d)(1)):
San Diego County Regional Airport Authority v. The Judicial Council of California, et al
San Diego Superior Court Case No. 37-2015-00035258-CU-WM-CTL
- 24. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
Cal. Gov. Code § 54956.9(a) and (d).
In the matter of the Petition of San Diego County Regional Airport Authority for Review of Action by the California Regional Water Quality Control Board in Issuing Order No. R9-2013-0001, as amended by Orders Nos. R9-2015-0001 and R9-2015-0100 (NPDES NO. CAS0109266) [Water Code §§ 13320(a) and 13321(a)]
- 25. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION AND EXISTING LITIGATION:**
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(a) and 54956.9(b).)
Jay A. Bass, et al/v. San Diego City Employees' Retirement System, et al.,
San Diego Superior Court Case No. 37-2013-00077566-CU-OE-CTL
- 26. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9 (b) and 54954.5.)
Re: Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board regarding submission of technical reports pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.
Number of potential cases: 1
- 27. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Initiation of litigation pursuant to Cal. Government Code § 54956.9(d).)
Number of cases: 2
- 28. THREAT TO PUBLIC SERVICES OR FACILITIES:**
Cal. Gov. Code §54957
Consultation with: Transportation Security Administration (TSA)
Federal Security Director and Harbor Police Chief

REPORT ON CLOSED SESSION: The Board reconvened into open session at 11:54 a.m. There was no reportable action.

NON-AGENDA PUBLIC COMMENT: None.

GENERAL COUNSEL REPORT: None.

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

BOARD COMMENT:

Board Member Alvarez requested that staff look into the Authority's ability to levy taxes as indicated in the Authority Act.

Board Member Robinson requested that staff investigate the impact of the Newhall Ranch development case on the Airport Development Plan.

ADJOURNMENT: The meeting was adjourned at 11:55 a.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD THIS 21st DAY OF JANUARY, 2016.

TONY R. RUSSELL
DIRECTOR, CORPORATE &
INFORMATION GOVERNANCE /
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
2

Meeting Date: **JANUARY 21, 2016**

Subject:

Acceptance of Board and Committee Members' Written Reports on Their Attendance at Approved Meetings and Pre-Approval of Attendance at other Meetings not Covered by the Current Resolution

Recommendation:

Accept the reports and pre-approve Board Member attendance at other meetings, trainings and events not covered by the current resolution.

Background/Justification:

Authority Policy 1.10 defines a "day of service" for Board Member compensation and outlines the requirements for Board Member attendance at meetings.

Pursuant to Authority Policy 1.10, Board Members are required to deliver to the Board a written report regarding their participation in meetings for which they are compensated. Their report is to be delivered at the next Board meeting following the specific meeting and/or training attended. The reports (Attachment A) were reviewed pursuant to Authority Policy 1.10 Section 5 (g), which defines a "day of service". The reports were also reviewed pursuant to Board Resolution No. 2009-0149R, which granted approval of Board Member representation for attending events and meetings.

The attached reports are being presented to comply with the requirements of Policy 1.10 and the Authority Act.

The Board is also being requested to pre-approve Board Member attendance at briefings by representatives of a local police department or a state or federal governmental agency regarding safety, security, immigration or customs affecting San Diego International Airport.

Fiscal Impact:

Board and Committee Member Compensation is included in the FY 2016 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. Section 15378. This Board action is not a "project" subject to CEQA. Pub. Res. Code Section 21065.

- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act, Pub. Res. Code Section 30106.

Application of Inclusionary Policies:

Not applicable.

Prepared by:

TONY R. RUSSELL
DIRECTOR, CORPORATE & INFORMATION GOVERNANCE/AUTHORITY CLERK

DAVID ALVAREZ

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

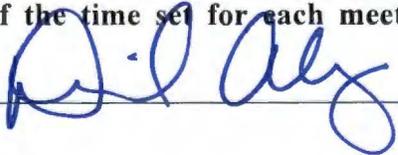
Board Member Event/Meeting/Training Report Summary

Period Covered: November - December 2015

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
<u>DAVID ALVAREZ</u>		<u>12-19-15</u>
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>November 9, 2015</u> Time: <u>9:00 am</u> Location: <u>SDCRAA OFFICE</u>	<u>Executive/Finance</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>November 19, 2015</u> Time: <u>9:00 AM</u> Location: <u>SDIA</u>	<u>ALUC/Board Meeting</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>December 7, 2015</u> Time: <u>9:00 am</u> Location: <u>SDIA</u>	<u>Executive Comm.</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>December 11, 2015</u> Time: <u>9:00 am</u> Location: <u>SANDAG</u>	<u>Transportation Comm.</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>December 17, 2015</u> Time: <u>9:00 am</u> Location: <u>SDIA</u>	<u>Board Mtg/ ALUC Mts.</u>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

I certify that I was present for at least half of the time set for each meeting, event and training listed herein.

Signature: 

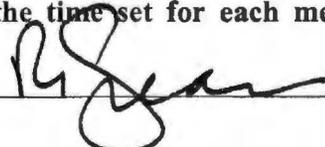
ROBERT GLEASON

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary
 Period Covered: DECEMBER 2015

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
ROBERT H. GLEASON		January 11, 2016
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: December 7, 2015 Time: 9:00 am & 10:00 am Location: SDCRAA offices	Executive / Finance Committee meeting Audit Committee meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input checked="" type="checkbox"/> Res. 2009-0149R	Date: December 9, 2015 Time: 9:30 am Location: City Hall	Quarterly Airport Authority briefings with Mayor Faulconer
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: December 17, 2015 Time: 9:00 am Location: SDCRAA offices	ALUC / Board meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

I certify that I was present for at least half of the time set for each meeting, event and training listed herein.

Signature: 

LLOYD HUBBS

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

Board Member Event/Meeting/Training Report Summary

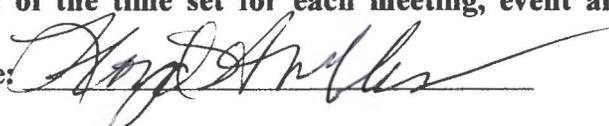
Period Covered: December 2015

SDCRAA
JAN 11 2016
 Corporate & Information Governance

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0007. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
LLOYD HUBBS		1-11-16
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 12-7-15 Time: 9:00 Location: AUTH Bd. Rm	Executive Committee
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 12-17-15 Time: 9:00 Location: AUTH Bd. Rm.	Board Mtg.
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

I certify that I was present for at least half of the time set for each meeting, event and training listed herein.

Signature: 

PAUL ROBINSON

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary
 Period Covered: 12/31/15

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
Paul E. Robinson		
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved Res. 2009-0149R	Date: <u>12/7/15</u> Time: <u>9:00 - 10:30 a.m.</u> Location: <u>SDCRAA Bd. Rm</u>	<u>SDCRAA Exec / Finance Comm Mtgs</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved Res. 2009-0149R	Date: <u>12/7/15</u> Time: <u>10:30 a.m. - 11:45</u> Location: <u>SDCRAA Bd Rm</u>	<u>Audit Comm. Mtg.</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>12/17/15</u> Time: <u>9:00</u> Location: <u>SDIA</u>	<u>SDCRAA Bd / ALUC Mtg.</u>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved Res. 2009-0149R	Date: Time: Location:	

Day of Service

I certify that I was present for at least half of the time set for each meeting, event and training listed herein.

Signature: PE Robinson



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
3

Meeting Date: **JANUARY 21, 2016**

Subject:

Awarded Contracts, Approved Change Orders from November 23, 2015 through December 27, 2015 and Real Property Agreements Granted and Accepted from November 23, 2015 through December 27, 2015

Recommendation:

Receive the report.

Background/Justification:

Policy Section Nos. 5.01, Procurement of Services, Consulting, Materials, and Equipment, 5.02, Procurement of Contracts for Public Works, and 6.01, Leasing Policy, require staff to provide a list of contracts, change orders, and real property agreements that were awarded and approved by the President/CEO or her designee. Staff has compiled a list of all contracts, change orders (Attachment A) and real property agreements (Attachment B) that were awarded, granted, accepted, or approved by the President/CEO or her designee since the previous Board meeting.

Fiscal Impact:

The fiscal impact of these contracts and change orders are reflected in the individual program budget for the execution year and on the next fiscal year budget submission. Amount to vary depending upon the following factors:

1. Contracts issued on a multi-year basis; and
2. Contracts issued on a Not-to-Exceed basis.
3. General fiscal impact of lease agreements reflects market conditions.

The fiscal impact of each reported real property agreement is identified for consideration on Attachment B.

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. CEQA: 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.

Application of Inclusionary Policies:

Inclusionary Policy requirements were included during the solicitation process prior to the contract award.

Prepared by:

JANA VARGAS
DIRECTOR, PROCUREMENT

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN November 23, 2015 - December 27, 2015



New Contracts

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
11/20/2015	N/A	San Diego Artworks dba Artworks San Diego	The Contractor will construct, fabricate and install the Terminal 2 East Ceiling Node Public Art Project at San Diego International Airport.	RFQ	Vision, Voice & Engagement	\$130,000.00	10/31/2016
12/3/2015	N/A	Morpheus Technology Group	The Contractor will provide software and maintenance support services needed to integrate Oracle JD Edwards Enterprise One with the Development Division's e-project Management Software.	Informal RFP	Facilities Development	\$49,500.00	9/30/2018
12/3/2015	N/A	Teletanguage, Inc.	The Contractor will provide telephonic language interpretation Services for San Diego International Airport.	Informal RFP	Terminals & Tenants	\$49,000.00	11/30/2018
12/3/2015	N/A	ETA Transit Systems	The Contractor will provide a shuttle vehicle notification system for thirty-three Airport parking shuttle vehicles. ETA Transit Systems currently provides a notification system to Rental Car Center (RCC) buses, and Integrating the ETA notification system to the parking shuttle vehicles will minimize software interface requirements, unnecessary hardware duplication as well as leverage the existing notification displays and provide seamless collection of data.	Single Source	Ground Transportation	\$530,000.00	3/30/2021
12/3/2015	N/A	ETA Transit Systems	The Contractor will provide a Rental Car Center (RCC) Bus Notification System that will display at Terminal 1 and Terminal 2 Transit Islands. ETA Transit Systems currently provides a notification system to RCC buses, and utilizing the ETA notification system at the Transit Islands will minimize software interface requirements, unnecessary hardware duplication as well as leverage the existing notification displays and provide seamless collection of data.	Single Source	Ground Transportation	\$170,000.00	3/30/2021
12/9/2015	N/A	Monica Zinchiak dba Z. Research Services	The Contractor will conduct a focus group study in support of the Rental Car Center at San Diego International Airport.	Informal RFP	Terminals & Tenants	\$21,200.00	2/21/2016
12/9/2015	N/A	NCH Corporation dba Chemsearch FE	The Contractor will perform monthly maintenance of grease waste lines at San Diego International Airport. Chemsearch FE is the only known provider of a licensed, patented automatic injection system. The automatic injection system will reduce cost and staff time.	Sole Source	Facilities Management	\$11,664.00	12/1/2018
12/9/2015	N/A	Faithful + Gould, Inc.	The Contractor will provide a Facilities Condition Assessment services at San Diego International Airport.	RFP	Facilities Management	\$800,000.00	10/31/2018
12/16/2015	N/A	Selbert Perkins Design	The Contractor will provide wayfinding application development services for San Diego County Regional Airport Authority.	RFP	Information & Technology Services	\$220,000.00	11/30/2016



New Contracts Approved by the Board

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
11/16/2015	104192	Fordyce Construction, Inc.	This contract was approved by the Board at the October 15, 2015 Board Meeting. The Contractor will complete Project 104192, Interim Waste Storage Facility at San Diego International Airport.	RFB	Facilities Development	\$156,822.00	4/5/2016
12/3/2015	380809	S & L Specialty Contracting, Inc.	This contract was approved by the Board at the November 19, 2015 Board Meeting. The Contractor will provide sound attenuation treatment to residences included in Phase 8, Group 9 of the Quieter Home Program.	RFB	Quieter Home Program	\$1,338,550.00	9/22/2016
12/3/2015	N/A	Paul Plevin Sullivan & Connaughton	This contract was approved by the Board at the November 19, 2015 Board Meeting. The Contractor will provide labor and employment legal services for San Diego County Regional Airport Authority.	RFP	General Counsel	\$500,000.00	12/2/2018
11/24/2015	N/A	Polsinelli LLP	This contract was approved by the Board at the October 15, 2015 Board Meeting. The Contractor will provide bond disclosure legal services for San Diego County Regional Airport Authority.	RFP	General Counsel	\$300,000.00	10/29/2018
12/14/2015	104190	Hazard Construction Company	This contract was approved by the Board at the November 19, 2015 Board Meeting. The Contractor will construct a taxi hold lot at San Diego International Airport.	RFB	Facilities Development	\$3,083,417.00	5/4/2016

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN November 23, 2015 - December 27, 2015

 <p align="center">Amendments and Change Orders</p>									
Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value (%) (+ / -)	New Contract Value	New End Date
11/16/2015	N/A	David C. Allen, doing business as Allen Analytics	The First Amendment increases the maximum amount payable by \$6,000 to add the administration of one more pulse survey for San Diego County Regional Airport Authority.	Talent, Culture & Capability	\$44,000.00	\$6,000.00	14%	\$50,000.00	12/31/2016
12/2/2015	N/A	Merriwether & Williams Insurance Services, Inc.	The Second Amendment extends the term by ninety days for the Authority's Bonding & Contract Financing Assistance Program. There is no increase in compensation.	Procurement	\$1,485,960.00	\$0.00	0%	\$1,485,960.00	3/9/2016
12/2/2015	N/A	Amy Landesberg Art and Design	The Second Amendment increases the maximum amount payable by \$25,000 for the Rental Car Center Public Art Project. The increase is due to an increased scope of work necessitated by a deviation in the construction of the wall onto which Artist's Artwork is to be placed.	Vision, Voice & Engagement	\$650,000.00	\$25,000.00	4%	\$675,000.00	12/31/2015
12/11/2015	N/A	SITA Information Networking Computing USA, Inc.	The Second Amendment revises Exhibit A and Exhibit B to add the installation and implementation of the Contract's "Airport iTrack" software and associated hardware. There is no increase in compensation.	Information & Technology Services	\$5,639,085.33	\$0.00	0%	\$5,639,085.33	4/14/2017
 <p align="center">Amendments and Change Orders - Approved by the Board</p>									
			None						

Attachment "B"

REAL PROPERTY AGREEMENTS EXECUTED FROM NOVEMBER 23, 2015 TO DECEMBER 27, 2015



Real Property Agreements

Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
12.1.15 - 11.30.20	LE-0875	G & P Partners dba B.C.B Company	Concession Lease	Rental Car Center	Food/Beverage/Retail Concession	Kiosk 400 S.F. Support Space 270 S.F.	MAG: \$60,499 or 15% Gross Receipts whichever is greater	N/A
12/15/15 - 12/31/16	LE-0877	Morpho Trust USA, LLC	Rental Agreement	Terminal 2 East	Passenger Screening Processing and Administrative Offices for TSA's Pre-Check Service Provider	406 S.F.	\$4872 per month	N/A
12.8.15 - 12.23.15	LE 0876	United Parcel Service	Right of Entry Permit	North Side Cargo Area	Additional Cargo Operations During the Holiday	54,490 SF	\$9,753.00 for the term of the permit	N/A



Real Property Agreement Amendments and Assignments

Effective Date	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
No Agreements or Assignments to Report								



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

**Item No.
4**

Meeting Date: **JANUARY 21, 2016**

Subject:

January 2016 Legislative Report

Recommendation:

Adopt Resolution No. 2016-0001, approving the January 2016 Legislative Report.

Background/Justification:

The Legislative Advocacy Program Policy adopted by the Board on November 10, 2003, requires that Authority staff present the Board with monthly reports concerning the status of legislation with potential impact to the Authority. The January 2016 Legislative Report updates Board members on legislative activities that have taken place during the month of December. The Authority Board provides direction to staff on legislative issues by adoption of a monthly Legislative Report (Attachment A).

State Legislative Action

The State Legislature convened its 2016 session on January 4th. Legislators have until February 19th to introduce bills for the 2016 session.

On January 7th, Governor Brown introduced a \$122.6 billion budget proposal for fiscal year 2016-17. Included in the Governor's proposal is a recommendation to provide \$36 billion over the next decade for transportation infrastructure improvements. The proposed budget also includes a \$3.1 billion Cap and Trade Expenditure Plan.

The Authority's legislative team recommends that the Board adopt a SUPPORT position on AB 14 (Waldron), maintain a WATCH position on AB 729 (Atkins), and adopt a WATCH position on AB 886 (Chau).

AB 14 would require an owner or operator of an unmanned aircraft to place specific identifying information on the aircraft or digitally store such information on the aircraft or face a fine.

As amended on January 4, 2016, AB 729 would establish the San Diego Unified Port District as the trustee of all state tidelands and submerged lands within San Diego Bay that were not previously granted to the Port District.

AB 886 would require Transportation Network Companies (TNCs) to obtain affirmative consent from passengers before disclosing personally identifiable passenger information to a third party.

Federal Legislative Action

Congress convened its 2016 session on January 4th. The Authority’s legislative team recommends that the Board adopt a WATCH position on H.R. 3102 (Katko) and a WATCH position on S. 2361 (Thune).

H.R. 3102 would direct the Administrator of the Transportation Security Administration (TSA) to establish a risk-based, intelligence-driven model for the screening of airport employees and determine the types of federal disqualifying criminal offenses to be used in denying employee credentials necessary to access Secure Identification Display Areas (SIDAs) of airports.

S. 2361 would require the Administrator of the TSA to reassess the level of risk to the domestic air transportation system by individuals with unescorted access to a secure area of an airport. The Administrator would also be required to increase oversight of the vetting and credentialing processes for airport employees with access to airport SIDAs.

Fiscal Impact:

Not applicable.

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. CEQA: 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.

Application of Inclusionary Policies:

Not applicable.

Prepared by:

MICHAEL KULIS
DIRECTOR, INTER-GOVERNMENTAL RELATIONS

RESOLUTION NO. 2016-0001

A RESOLUTION OF THE BOARD OF THE SAN
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
APPROVING THE JANUARY 2016 LEGISLATIVE
REPORT

WHEREAS, the San Diego County Regional Airport Authority (“Authority”) operates San Diego International Airport as well as plans for necessary improvements to the regional air transportation system in San Diego County, including serving as the responsible agency for airport land use planning within the County; and

WHEREAS, the Authority has a responsibility to promote public policies consistent with the Authority’s mandates and objectives; and

WHEREAS, Authority staff works locally and coordinates with legislative advocates in Sacramento and Washington, D.C. to identify and pursue legislative opportunities in defense and support of initiatives and programs of interest to the Authority; and

WHEREAS, under the Authority’s Legislative Advocacy Program Policy, the Authority Board provides direction to Authority staff on pending legislation; and

WHEREAS, the Authority Board, in directing staff, may adopt positions on legislation that has been determined to have a potential impact on the Authority’s operations and functions.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the January 2016 Legislative Report (Attachment A); and

BE IT FURTHER RESOLVED that the Board finds that this action is not a “project” as defined by the California Environmental Quality Act (“CEQA”) (California Public Resources Code § 21065); and is not a “development” as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 21st day of January, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY RUSSELL
DIRECTOR, CORPORATE
& INFORMATION GOVERNANCE/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

January 2016 Legislative Report

State Legislation

Legislation/Topic

AB 14 (Waldron) – Unmanned Aircraft: identification requirements

Background/Summary

This bill would require, beginning January 1, 2017, that a person or public or private entity that owns or operates an unmanned aircraft (commonly known as “drones”), place specified identifying information (including the owner’s name, address and telephone number or an internet website address that lists this information), or digitally store such information on their unmanned aircraft. The bill would exempt model aircraft from that requirement. Violators of this requirement would be subject to a maximum civil fine of \$2,500.

Anticipated Impact/Discussion

This bill would benefit San Diego International Airport (SDIA) by allowing staff to promptly identify the owners/operators of drones that are encountered at SDIA and assist in determining if a drone intentionally or unintentionally landed on airport-controlled property.

Status: 1/4/16 – Amended and referred to Assembly Committee on Transportation

Position: Support

Legislation/Topic

AB 729 (Atkins) – San Diego Unified Port District: territory held in trust

Background/Summary

As amended, this bill would grant in trust to the San Diego Unified Port District (SDUPD) certain unidentified additional tidelands and submerged lands within the San Diego Bay and currently held by the by the State of California. The bill would also require SDUPD by June 30, 2017, and at the end of every fiscal year, to transfer to the State Lands Commission (SLC) specified amount of revenues generated on those granted tidelands and submerged lands and would require the SLC to allocate those revenues to the State Treasurer for deposit in the General Fund and the Land Bank Fund.

Anticipated Impact/Discussion

Although this bill is not expected to impact San Diego International Airport, staff will continue to closely monitor AB 729 as it moves forward in the Legislature.

**Shaded text represents new or updated legislative information*

Status: 1/4/16 – Amended and referred to Assembly Committee on Natural Resources

Position: Watch (3/19/15)

Legislation/Topic

AB 886 (Chau) – Transportation Service Network Provider: passenger privacy

Background/Summary

This bill would modify the current knowing consent exception to the prohibition against disclosure of personally identifiable passenger information to a third party. Specifically, AB 886 would require that Transportation Network Companies (TNCs) first obtain affirmative consent of a passenger through an opt-in selection that is separate from and not conditioned on various other transactions between the passenger and the TNC before disclosing such information to a third party.

Anticipated Impact/Discussion

This bill is not expected to impact ground transportation operations at San Diego International Airport.

Status: 1/4/16 – Amended and referred to Assembly Committee on Utilities and Commerce

Position: Watch

**Shaded text represents new or updated legislative information*

Federal Legislation

Legislation/Topic

H.R. 3102 (Katko) – Airport Access Control Security Improvement Act of 2015

Background/Summary

This bill would direct the Administrator of the TSA to establish a risk-based, intelligence-driven model for screening airport employees based on level of employment related access to secure areas. The Administrator would also be required to determine the types of federal disqualifying criminal offenses to be used in denying employee credentials necessary to access Secure Identification Display Areas (SIDAs) of airports.

Anticipated Impact/Discussion

If enacted, this legislation could alter the current screening process for employees at SDIA and may affect the current process used by Airport Authority staff in determining the eligibility of airport employees to obtain SIDA credentials.

Status: 10/6/15 – Approved by the House by voice vote and referred to Senate Committee on Commerce, Science and Transportation

Position: Watch

Legislation/Topic

S. 2361 (Thune) – Airport Security Enhancement and Oversight Act

Background/Summary

This bill would require the Administrator of the TSA to determine the level of risk posed to the domestic air transportation system by individuals with unescorted access to secure areas. It would also require additional oversight of the credentialing and vetting process for unescorted personnel. Specifically, the bill includes the following provisions:

- Requires the TSA Administrator to issue guidance to airport operators regarding placement of an expiration date on each airport credential issued to non-U.S. citizens for the time they are authorized to work in the U.S.
- Requires the TSA Administrator to enhance the eligibility requirements and disqualifying criminal offenses for individuals seeking or having unescorted access to an airport SIDA
- Ensures that the TSA Administrator is authorized to receive additional access to Terrorist Identities Datamart Environment data
- Requires the TSA Administrator to develop and implement performance metrics to measure the effectiveness of security for airport SIDAs

**Shaded text represents new or updated legislative information*

- Requires the TSA Administrator to increase covert testing of airport access controls to airport SIDAs
- Requires the TSA Administrator to submit reports to Congress on TSA's actions to improve aviation security under this bill

Anticipated Impact/Discussion

If enacted, this legislation may affect the current process used by Airport Authority staff in determining the eligibility of airport employees to obtain SIDA credentials.

Status: 12/7/15 – Approved by Senate Committee on Commerce, Science and Transportation

Position: Watch

Legislation/Topic

H.R. 1835 (Mica) – The Air Traffic Controller Reform and Employee Stock Ownership Act of 2015

Background/Summary

This bill would privatize some facets of the nation's air traffic control system and create a new private corporation that would oversee functions currently handled by the Federal Aviation Administration (FAA). The Secretary of Transportation would be required to submit a transfer plan to Congress within 60 days of enactment of H.R. 1835.

Anticipated Impact/Discussion

This bill is being closely monitored by the Authority's legislative team for any potential impact to San Diego International Airport. It is anticipated that legislation similar to H.R. 1835 will be included in a comprehensive FAA Reauthorization Bill.

Status: 4/16/15 – Introduced and Referred to the House Committee on Transportation and Infrastructure and the House Committee on Oversight and Government Reform

Position: Watch (5/21/15)

Legislation/Topic

H.R. 2127 (Thompson) – The Securing Expedited Screening Act

Background/Summary

This bill would require the Transportation Security Administration (TSA) to limit expedited security screening at airports to passengers enrolled in a Department of Homeland Security trusted traveler program, members of the armed forces, and other low risk travelers.

**Shaded text represents new or updated legislative information*

Anticipated Impact/Discussion

This legislation is not expected to result in any significant impact to San Diego International Airport operations.

Status: 7/27/15 – Approved by the House on a voice vote and referred to Senate Committee on Commerce, Science and Transportation

Position: Watch (7/23/15)

Legislation/Topic

H.R. 2530 (Duckworth) – The Friendly Airports for Mothers Act of 2015

Background/Summary

This bill would require large and medium hub airports to install and maintain post-security lactation areas at each airport terminal building. These areas must have a locking door, sitting area, flat surface, electrical outlet, and accessibility compliant with the Americans with Disabilities Act (ADA), and must not be located in a restroom.

Anticipated Impact/Discussion

The legislation is not expected to require any changes to SDIA airport facilities as post-security lactation areas in the terminals already exist.

Status: 5/22/15 – Referred to the House Committee on Transportation and Infrastructure

Position: Watch (7/23/15)

Legislation/Topic

H.R. 2750 (Katko) – The Improved Security Vetting for Aviation Workers Act of 2015

Background/Summary

This bill would codify recommendations issued by the Department of Homeland Security Inspector General related to the vetting and badging of airport employees. This bill would require the establishment of new guidance procedures for the annual review of badging offices by the end of 2015. Inspections will include a review of applicants' Criminal History Records Check (CHRC) and work authorization documentation. The legislation would also require airport badging offices to indicate, on an employee's credentials, the date their authorization to work in the United States ends. Further, the bill would require the Transportation Security Administration (TSA) to review cases involving credentials denied due to issues determining the legal status of an employee. The findings of this review will be used to identify and correct weaknesses of airports.

**Shaded text represents new or updated legislative information*

Anticipated Impact/Discussion

If enacted, Authority staff will coordinate with TSA staff on any actions necessary to implement these new requirements.

Status: 7/27/15 – Approved by the House on a voice vote and referred to Senate Committee on Commerce, Science and Transportation

Position: Watch (7/23/15)

Legislation/Topic

H.R. 2770 (Rice) – The Keeping Our Travelers Safe and Secure Act

Background/Summary

This bill would require the Transportation Security Administration (TSA) Administrator to develop and implement a preventative maintenance validation process for security-related screening technology at airports.

Anticipated Impact/Discussion

This bill is not expected to impact San Diego International Airport operations.

Status: 7/27/15 – Approved by the House on a vote of 380-0 and referred to Senate Committee on Commerce, Science and Transportation

Position: Watch (7/23/15)

Legislation/Topic

H.R. 2776 (Cohen) – The Carry-On Freedom Act of 2015

Background/Summary

This bill would direct the Secretary of Transportation to issue regulations that prevent airlines from reducing the size of carry-on luggage from the size standards utilized by airlines on June 8, 2015.

Anticipated Impact/Discussion

This bill is not expected to impact operations at San Diego International Airport.

Status: 6/15/15 – Introduced and referred to the House Committee on Transportation and Infrastructure

Position: Watch (7/23/15)

**Shaded text represents new or updated legislative information*

Legislation/Topic

H.R. 2843 (Katko) – The TSA PreCheck Expansion Act

Background/Summary

This bill would require the Transportation Security Administration (TSA) Administrator to coordinate with private sector partners to increase public enrollment in the PreCheck Program and to maximize the availability of PreCheck screening, particularly during peak and other high volume travel times.

Anticipated Impact/Discussion

Authority staff will coordinate with TSA staff to assist in implementing the actions in H.R. 2843 if this legislation is enacted.

Status: 7/27/15 – Approved by the House on a voice vote
12/9/15 – Amended and approved by Senate Committee on Commerce, Science and Transportation

Position: Watch (7/23/15)

Legislation/Topic

H.R. 3384 (Meng) – Quiet Communities Act of 2015

Background/Summary

This bill would require the Environmental Protection Agency (EPA) to reestablish the Office of Noise Abatement and Control - established in 1972 and defunded since 1982 - and require the Administrator to conduct an airport noise study, and submit the results to Congress.

Anticipated Impact/Discussion

This bill will be monitored by the Authority's legislative staff for any potential impact to San Diego International Airport.

Status: 7/29/15 – Introduced and referred to House Committee on Transportation and Infrastructure

Position: Watch (12/17/15)

**Shaded text represents new or updated legislative information*

Legislation/Topic

H.R. 3965 (Gallego) – FAA Community Accountability Act of 2015

Background/Summary

This bill would require the FAA Administrator to undertake actions to limit negative impacts of the implementation of the Next Generation Air Transportation System (NextGen) on individuals living in the vicinity of affected airports and allow the Administrator to give preference to overlays of existing flight paths and procedures to ensure land use compatibility. The following are specific provisions included in the bill:

- The Administrator would be required to appoint an FAA Community Ombudsman for each region of the FAA to serve as a liaison between affected communities and the Administrator.
- Ombudsmen would also monitor the impact of NextGen implementation on communities near affected airports and make recommendations to the Administrator to address community concerns and consider community input.
- FAA could not implement revisions of flight paths or procedures via a categorical exemption (under NEPA) if an ombudsman or airport operator notifies the FAA that proposed changes will have a significant adverse impact on individuals in the vicinity of such airport or if extraordinary circumstances exist.
- FAA would be required to provide a 30-day public comment period before deeming new or revised flight paths covered under a categorical exemption.
- The Administrator would be required to reconsider a flight path or procedure established or revised under NextGen if an FAA Community Ombudsman or affected airport operator notifies the Administrator that the changes would result in significant adverse impact on the human environment in the vicinity of the airport.

Anticipated Impact/Discussion

This legislation would enhance the role of the Authority and residents living in close proximity to the airport during the consideration and implementation of the NextGen Air Transportation System.

Status: 11/5/15 – Introduced and referred to the House Committee on Transportation and Infrastructure

Position: Support (12/17/15)

Legislation/Topic

S.1608 (Feinstein) – Consumer Safety Drone Act

Background/Summary

This bill would require the Administrator of the Federal Aviation Administration to issue a regulation governing the operation of consumer drones. Specifically, the regulation would include: limits on altitude for consumer drones; a means of preventing

**Shaded text represents new or updated legislative information*

unauthorized operation within protected airspace; a system that enables the avoidance of collisions; a technological means to maintain safety in the event of compromised communications between drone and operator; and a means to prevent tampering with safety mechanisms and educational materials for consumers.

Anticipated Impact/Discussion

This legislation would assist Authority staff in maintaining public safety and could help prevent drone incursions on airport property and in the flight path of aircraft operating at SDIA.

Status: 6/18/15 – Introduced and referred to Senate Committee on Commerce, Science and Transportation

Position: Support (9/17/15)

**Shaded text represents new or updated legislative information*



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
5

Meeting Date: **JANUARY 21, 2016**

Subject:

Reject the Claim of Dennis Himes

Recommendation:

Adopt Resolution No. 2016-0002, rejecting the claim of Dennis Himes.

Background/Justification:

On November 30, 2015, Dennis Himes filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging that he sustained injury to his neck a result of falling on the escalator in Terminal One at San Diego International Airport. Himes claims damages in the amount of \$973 to cover the cost of medical treatment.

On September 16, 2015, Himes was riding the ascending escalator to the skybridge from the parking lot in Terminal One when he was pulled onto his back by the weight of his suitcases.

Himes's claim should be denied. An investigation into the incident revealed no dangerous or unsafe condition. Himes was not holding the railing of the escalator and was pulled by the weight of two suitcases stacked upon one another which he held in one hand while he juggled his camera in the other. The escalator was not stopped and Himes did not report the incident at the time to anyone.

Fiscal Impact:

Not Applicable.

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. CEQA: 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 §15065.

- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

SUZIE JOHNSON
GENERAL COUNSEL

ATTACHMENT A

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
ACCIDENT OR DAMAGE CLAIM FORM

Please complete all sections.
Incomplete submittals will be returned, unprocessed.
Use a typewriter or print in ink.

CLAIM FORM SUBMITTED MUST HAVE AN ORIGINAL "WET" SIGNATURE

FOR AUTHORITY CLERK USE ONLY	
Document No.:	CL-257
Filed:	11-30-15

SDCRAA
NOV 30 2015
Corporate & Information Governance

1) Claimant Name: DENNIS HIMES	
2) Address to which correspondence regarding this claim should be sent: 1703 N-W 6TH AVE BATTLE GROUND, WA 98604	
Telephone No.:	Date:
3) Date and time of incident: 9/16/15 BETWEEN 12:30PM-12:45PM	
4) Location of incident: ESCALATOR GOING UP TO THE BRIDGE GOING INTO TERMINAL	
5) Description of incident resulting in claim: HOLDING MY CAMERA IN MY LEFT HAND AND PULLING MY SUITCASE WITH MY RIGHT HAND, I STEPPED ONTO THE ESCALATOR. MY SUIT CASE WHICH HAD A SMALLER SUITCASE RESTING ON TOP OF IT WAS SLANTED FORWARD. DONT KNOW EXACTLY WHAT HAPPENED, BUT I FELT THE SUITCASE PULL ME BACKWARDS, ONTO MY BACK. OTHER THAN SORENESS, I FELT OK UNTIL 2 OR 3 DAYS LATER. THAT'S WHEN I DEVELOPED NECK AND HEAD PAIN WHICH I'VE HAD UNTIL NOW.	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known: NO EMPLOYEES INVOLVED	
7) Persons having firsthand knowledge of incident:	
Witness (es)	Physician(s):
Name: ELLEN HIMES (WIFE)	Name: DR. STEPHEN RUTHERFORD
Address: 1703 NW 6TH AVE BATTLE GROUND WA 98604	Address: 417 SE 164TH STE 300 VANCOUVER, WA 98684
Phone: 360-213-3423	Phone: 360-896-6944

ATTACHMENT A

8) Describe property damage or personal injury claimed:
NECK INJURY
9) Owner and location of damaged property or name/address of person injured:
DENNIS HINES
1703 NW 6TH AVE
BATTLE GROUND, WA 98604
10) Detailed list and amount of damages claimed as of date of presentation of claim, including prospective damages. If amount exceeds \$10,000.00, a specific amount need not be included.
DR. VERN WEBER (CHIROPRACTOR) 5 VISITS \$165.00
DR. THOMAS CPAHL (CHIROPRACTOR) 5 VISITS \$133.00
DR. SHERRI RUTHERFORD D.O. 3 VISITS \$45.00
MAJERUS & CO. PHYSICAL THERAPY 6 VISITS \$2K.00
ESTIMATED ADDITIONAL PHYSICAL THERAPY 6-12 VISITS \$210.00 - 430.00
Dated: 11/23/15 Claimant: <u>Dennis Hines</u> (Signature)

Notice to Claimant:

Where space is insufficient, please use additional paper and identify information by proper section number.

Mail completed original form to:

San Diego County Regional Airport Authority
 Tony Russell, Director, Corporate & Information Governance/Authority Clerk
 Corporate & Information Governance
 P.O. Box 82776
 San Diego, CA 92138-2776

RESOLUTION NO. 2016-0002

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY REJECTING THE CLAIM OF DENNIS
HIMES

WHEREAS, on November 30, 2015, Dennis Himes filed a claim with the San Diego County Regional Airport Authority for injuries he claims to have suffered as the result of falling on the escalator in Terminal One at San Diego International Airport on September 16, 2015; and

WHEREAS, at its regular meeting on January 21, 2016, the Board considered the claim filed by Dennis Himes and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rejects the claim of Dennis Himes; and

BE IT FURTHER RESOLVED the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code § 21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code § 30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at its regular meeting this 21st day of January, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE &
INFORMATION GOVERNANCE /
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
6

Meeting Date: **JANUARY 21, 2016**

Subject:

Reject the Claim of Habib Paghmani

Recommendation:

Adopt Resolution No. 2016-0003, rejecting the claim of Habib Paghmani.

Background/Justification:

On December 7, 2015, Habib Paghmani filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging that he sustained injury to his nose as a result of being hit with a taxi sign while he was in the taxi hold line in front of Terminal Two at San Diego International Airport. Paghmani claims unspecified damages in an unknown amount not in excess of \$10,000.

On November 16, 2015, Paghmani, a taxi driver, was waiting outside his vehicle in the taxi hold line in front of Terminal Two when he fell into, or was hit by, a sandwich-style taxi sign. Paghmani does not remember how the injury occurred, only that it caused a lot of bleeding to his nose.

Paghmani's claim should be denied. An investigation into the incident revealed no dangerous or unsafe condition.

Fiscal Impact:

Not Applicable.

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. CEQA: 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 §15065.

- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

SUZIE JOHNSON
GENERAL COUNSEL

ATTACHMENT A

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
ACCIDENT OR DAMAGE CLAIM FORM

Please complete all sections.
Incomplete submittals will be returned, unprocessed.
Use a typewriter or print in ink.

CLAIM FORM SUBMITTED MUST HAVE AN ORIGINAL "WET" SIGNATURE

FOR AUTHORITY CLERK USE ONLY	
Document No.:	CL-258
Filed:	12-7-15

SIDCRAA
DEC 07 2015
Corporate & Information Governance

1) Claimant Name: HABIB PALHAMANI	
2) Address to which correspondence regarding this claim should be sent: 3685 ARGONNE ST. SAN DIEGO, CA 92117 619.889.1111	
Telephone No.: 619.889.1111	Date: 11/19/15
3) Date and time of incident: 11/16/15 AROUND 8:00 AM	
4) Location of incident: SAN DIEGO INTERNATIONAL AIRPORT TERMINAL 2 TAXI LINE	
5) Description of incident resulting in claim: I WAS IN THE TAXI LINE. I HONESTLY CAN NOT REMEMBER HOW THE TAXI SIGN OBJECT HIT ME IN MY FACE. I REMEMBER I LOST A LOT OF BLOOD IN / ON MY NOSE. I THEN HOLD MY NOSE TO STOP THE BLOOD. I LOOKED FOR NURSES ALL OF A SUDDEN THERE WAS SO MANY PEEPIE FROM DIFFERET / DEPARTMEN TS IN THE AIRPORT TO HELP ME. THEY GOT VERY WORRIED FOR ME, BECAUSE THEY SAW ALOT OF BLOOD. THEY CALLED THE AMBULANCE AND THEY CAME AND BANDAID ME UP.	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known: JUST A AIRPORT TAXI SIGN / OBJECT.	
7) Persons having firsthand knowledge of incident:	
Witness (es) AIRPORT EMPLOYEES	Physician(s): DR. DOA 11/18/15
Name:	Name: DR DOA
Address:	Address: 2363 VITTIC ST. SAN DIEGO, CA 92111
Phone:	Phone: 858.268.1947

ATTACHMENT A

8) Describe property damage or personal injury claimed:

MY NOSE. THE DR. SAID THE INJURY WILL HEAL, BUT THERE WILL BE A SCAR ON MY NOSE, ACCORDING TO MY DR.

9) Owner and location of damaged property or name/address of person injured:

HABIB PALHMAN, TAX DRIVER
HAPPY CAB, 663
3685 ARMONNES T. SD CA 92117
INJURY HAPPENED IN SAN DIEGO INTERNATIONAL AIRPORT TERMINAL #2

10) Detailed list and amount of damages claimed as of date of presentation of claim, including prospective damages. If amount exceeds \$10,000.00, a specific amount need not be included.

I CAN NOT STATE A PRICE ON THE DAMAGE OR MY NOSE. NOR THE PAIN I RECEIVED. BUT I DO KNOW THE DAMAGE IS NOT OVER. \$10,000 DOLLARS WORTH MADE ME VERY HAPPY WAS HOW THE AIRPORT OFFICIALS CAME TO ME WHEN I WAS HURT.

Dated:

Claimant:

11/19/15

(Signature)

X [Signature]

Notice to Claimant:

Where space is insufficient, please use additional paper and identify information by proper section number.

Mail completed original form to:

San Diego County Regional Airport Authority
Tony Russell, Director, Corporate & Information Governance/Authority Clerk
Corporate & Information Governance
P.O. Box 82776
San Diego, CA 92138-2776

RESOLUTION NO. 2016-0003

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY REJECTING THE CLAIM OF HABIB
PAGHMANI

WHEREAS, on December 7, 2015, Habib Paghmani filed a claim with the San Diego County Regional Airport Authority for injuries he claims to have suffered as the result of colliding with a taxi sign in front of Terminal Two at San Diego International Airport on November 16, 2015; and

WHEREAS, at its regular meeting on January 21, 2016, the Board considered the claim filed by Habib Paghmani and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board rejects the claim of Habib Paghmani; and

BE IT FURTHER RESOLVED the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code § 21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code § 30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at its regular meeting this 21st day of January, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE &
INFORMATION GOVERNANCE /
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
7

Meeting Date: **JANUARY 21, 2016**

Subject:

Approve a Restated 401(a) Deferred Compensation Plan with Massachusetts Mutual Life Insurance Company ("MASSMutual") Retirement

Recommendation:

Adopt Resolution No. 2016-0004, approving and authorizing the President/CEO to execute the restated 401(a) Deferred Compensation Plan ("Adoption Agreement") with Massachusetts Mutual Life Insurance Company ("MASSMutual") Retirement and perform any and all other actions necessary to implement the adoption of the Plan.

Background/Justification:

For the benefit of the designated employees of the Authority and their beneficiaries, on April 2, 2003, the Board of the San Diego County Regional Airport Authority ("Authority") entered into a provider agreement with The Hartford Company as the plan sponsor for a deferred compensation savings plan ("Plan"). The Plan is a discretionary contribution plan whereby the Authority contributes \$5,000 annually into a 401(a) deferred compensation savings plan for executive management and department directors. On January 1, 2013, Massachusetts Mutual Life Insurance Company ("MassMutual") acquired Hartford's Retirement Plans Group, and MassMutual is now providing the services necessary to support its contract and the Authority's Plan. The proposed restatement is required and intended to bring the Plan into compliance with all interim legislative amendments required in order to comply with the provisions of the Pension Protection Act of 2006 ("PPA"), the Heroes Earning Assistance and Relief Tax Act of 2008 ("HEART Act"), the Worker, Retiree, and Employer Recovery Act of 2008 ("WRERA") and requirements specified in other applicable IRS guidance since the last IRS required restatement.

The Authority's qualified 401(a) retirement plan must operate in accordance with the provider's ("MassMutual's") general Plan document. Ongoing legal and regulatory changes in retirement plan rules frequently require plan sponsors to amend and restate their plans to keep their documents compliant with IRS requirements. On August 17, 2006, the Pension Protection Act of 2006 ("PPA") was signed into law and was the most comprehensive pension reform legislation since ERISA was enacted in 1974. All retirement plans were required to comply with the PPA in operation according to the effective date of each provision beginning in 2006. Employers were required to adopt interim EGTRRA (Economic Growth Tax Relief Reconciliation Act of 2001) amendments covering these provisions over the past several years which the retirement Plan adopted. Employers must now amend and restate their written plan documents to conform to the way the plan has been operated, by incorporating the changes made by the PPA.

The IRS requires that volume submitter plans must be rewritten, reviewed and approved by the IRS, and readopted by employers once every six (6) years to conform with tax law changes. The IRS has now directed 401(a) plans to begin a new restatement cycle that ends April 30, 2016.

While this is a restatement, there are no material changes to the Plan or its administration resulting from this restatement. The restatement simply updates the Plan documents to be consistent with the way the Plan is currently being operated as noted above.

Staff is recommending approval of the proposed Resolution to authorize the restatement and any requirements associated with the adoption of the Plan.

Fiscal Impact:

There is no fiscal impact with regard to the proposed Resolution.

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. CEQA: 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.

Application of Inclusionary Policies:

Not applicable.

Prepared by:

KURT GERING
DIRECTOR, TALENT, CULTURE & CAPABILITY

RESOLUTION NO. 2016-0004

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE THE RESTATED 401(A) DEFERRED COMPENSATION PLAN WITH MASSACHUSETTS MUTUAL LIFE INSURANCE COMPANY ("MASSMUTUAL") RETIREMENT

WHEREAS, on January 28, 2003, the Authority entered into an Employer Discretionary Contribution Plan with the Hartford Life Insurance Company ("Hartford") establishing an IRS § 401(a) deferred compensation plan, entitled the "San Diego County Regional Airport Authority 401(a) Plan," as a "governmental plan" as defined by Internal Revenue Code § 414(d) ("Plan"), for certain Authority employees; and

WHEREAS, the effective date of the Plan and the Administrative Services Agreement was March 1, 2003 and Authority as Employer, has continuously maintained the Plan since March 1, 2003, for the benefit of eligible employees; and

WHEREAS, on April 2, 2003, the Authority entered into an Administrative Services Agreement with Hartford for the administration of the Plan; and

WHEREAS, the Plan is a discretionary contribution plan whereby the Authority contributes \$5,000 annually into a 401(a) deferred compensation savings plan for executive management and department directors; and

WHEREAS, in 2009, the Plan was amended and restated in order to retain tax-qualified status and to comply with Internal Revenue Code § 401(a); and

WHEREAS, IRS Revenue Procedure 2005-66, modified by Revenue Procedure 2007-44, requires individually designed plan documents to be restated every six (6) years during an appropriate remedial amendment cycle; and

WHEREAS, on January 1, 2013, Massachusetts Mutual Life Insurance Company ("MassMutual") acquired Hartford's Retirement Plans Group and MassMutual is now providing the administrative services necessary to support its contract and the Authority's Plan; and

WHEREAS, the Authority's Plan and Administrative Services Agreement were transferred to MassMutual effective January 1, 2013; and

WHEREAS, on July 11, 2013, the Board adopted Resolution No. 2013-0074 whereby the President/CEO shall receive certain contributions to her 401(a) plan over the following four (4) years; and

WHEREAS, the Authority's current IRS 401(a) Plan, entitled "Government Defined Contribution Volume Submitter Plan and Trust Basic Plan Document [DC-BPD#05]", dated 2014, has been deemed acceptable under §401 of the Internal Revenue Code by the Department of Treasury, Internal Revenue Service as of March 31, 2014; and

WHEREAS, MassMutual has recommended and the Authority agrees that modifications to the Authority's Plan are required in order to comply with the provisions of the Pension Protection Act of 2006 ("PPA"), the Heroes Earning Assistance and Relief Tax Act of 2008 ("HEART Act"), the Worker, Retiree, and Employer Recovery Act of 2008 ("WRERA") and other applicable guidance; and

WHEREAS, staff requests that the Board approve adoption of a restated San Diego County Regional Airport Authority 401(a) Plan as a complete restatement of the Authority's prior Plan, to be effective on January 1, 2016; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the restated Plan, as a complete restatement of the Plan, effective January 1, 2016; and

BE IT FURTHER RESOLVED that the Board authorizes the President/CEO or her designee to execute the restated Plan document (also known as the "Adoption Agreement") and perform any and all other actions necessary to implement the adoption of the Plan restatement, with a copy of the Plan to be retained in the office of the Authority Clerk; and

BE IT FURTHER RESOLVED that the Authority is authorized to and will act as administrator of the Plan and will be responsible for performing all actions necessary to carry out the administration of the Plan, including designating if necessary any other person or persons to perform the actions to administer the Plan; and

BE IT FURTHER RESOLVED that Plan participants shall be provided with a summary of the Plan provisions within a reasonable period of time following the adoption of the Plan; and

BE IT FURTHERED RESOLVED that the Board finds action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065), and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 21st day of January, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY RUSSELL
DIRECTOR, CORPORATE
& INFORMATION GOVERNANCE/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
8

Meeting Date: **JANUARY 21, 2016**

Subject:

Transportation Network Company Pilot Program Update

Recommendation:

Receive the update.

Background/Justification:

A Transportation Network Company ("TNC"), as defined by the California Public Utilities Commission ("PUC") is an organization (whether a corporation, partnership, sole proprietor, or other form) operating in California that provides prearranged transportation services for compensation using an online-enabled application ("app") or platform to connect passengers with drivers using the TNC's personal vehicles. TNCs have gained widespread popularity and strong customer acceptance while competing against the more established and regulated taxicab, Vehicle for Hire ("VFH") and Limousine/Charter carriers. TNCs at San Diego International Airport ("Airport") are currently working under a "pilot program" permit and to date TNC passenger pickups have not resulted in any substantial operational issues.

Key Dates and Actions

During the past year, the Authority authored, negotiated and ultimately implemented a TNC Pilot Program ("Program") Permit application and the subsequent amendment. The Program was communicated and made available to all interested TNC operators. The more notable milestones are:

- ❖ Feb. 19, 2015: TNC permit parameters accepted by the Board
- ❖ April 1, 2015: TNC permit application released
- ❖ June 1, 2015: Opoli signs permit application and begins operations
- ❖ June 25, 2015: President/CEO authorized to determine required form of background checks for all ground transportation service providers and amends corresponding Airport codes
- ❖ July 1, 2015: TNC permit amendment released
- ❖ July 3, 2015: Lyft and Uber sign permit applications and amendments and begin operations
- ❖ Sept. 1, 2015: Wingz signs permit application and amendment and begins operations
- ❖ June 30, 2016: Program scheduled to expire

Page 2 of 8Program Challenges

The development and implementation of the Program required Authority staff and TNC representatives to identify, negotiate and implement new policies, processes and procedures to accommodate the TNC business model and resolve the operational differences. Ultimately, these challenges were successfully addressed and implemented:

- ❖ *Driver Background Checks*- Substantial controversy continues about the accuracy, importance and comprehensiveness of the TNC driver background checks. TNCs employ third-party background check companies to conduct personal background check searches using personal identifiers such as social security number, name, date of birth or place of residence. The background check companies enlisted to perform the driver background checks are qualified and recognized through the National Association of Professional Background Screeners. Since TNC background checks do not use an individual's fingerprint to verify the identity, the more regulated ground transportation modes question whether this more casual methodology is sufficient to vet whether a driver presents a threat to the traveling passenger.

Criminal Background Checks- The PUC requires, at a minimum, a criminal background check for the following convictions within the past seven (7) years:

- driving under the influence of drugs or alcohol,
- fraud,
- sexual offenses,
- use of a motor vehicle to commit a felony,
- a crime involving property damage, and/or theft,
- acts of violence, or
- acts of terror.

Authority Code Section 9.13 adds additional background check criteria as part of the overall review and decision as to whether the individual is qualified. Section 9.13 requires the driver's disqualification if the application date falls within five (5) years from the later of: 1) the last date of applicant's discharge from a jail or penal institution; 2) the last date of applicant's discharge from parole; or 3) the last date on which applicant was placed on probation, whichever is latest.

Driving Record Checks- The following violations (with convictions) disqualify the driver from providing TNC services:

- reckless driving (minimum three (3) years),
- hit and run (minimum five (5) years),
- driving with a suspended or revoked license (minimum three (3) years), or
- no more than 3 points within the preceding 3 years.

Known Terrorist Checks- These checks are conducted using domestic and international background check databases to identify potential terrorist threats.

- ❖ *Driver Identification and Vehicle Permits-* Prior to the Authority's commercial driver and vehicle code changes being enacted in July 2015, taxicab and VFH drivers were mandated to be fingerprinted, background checked and badged. The code changes approved by the Board authorized the President/CEO to determine the required form of background checks for all ground transportation service providers. Currently, the San Diego County Sheriff's Department conducts all taxicab driver background checks which is considered sufficient by the Authority. SuperShuttle has elected to conduct its own background checks using the approved process. Drivers for the other VFH companies continue to use the Authority's background check process.
- ❖ Taxicabs, VFHs and limousines are still required to apply for and display an annual permit decal indicating the vehicle is listed with and authorized by the Authority.
- ❖ *Vehicle, Driver and Liability Insurance-* By PUC regulation, TNCs must maintain commercial liability insurance policies with not less than one million dollars (\$1,000,000) per-incident coverage for incidents involving vehicles and drivers while they are providing TNC services. The insurance coverage is available to cover claims regardless of whether or not a TNC driver maintains insurance adequate to cover any portion of the claim. Taxicabs and VFH operators are required by Metropolitan Transit System and the Authority to maintain a \$1,000,000 commercial policy.
- ❖ *Operational Requirements & Passenger Pickup Locations-* TNC operators requested to pick up at the terminal curbside. In the interest of passenger safety, airport security, roadway traffic congestion and parity with the other commercial operators, TNCs are instead, required to use the terminal parking lots to meet and pick up their passengers. Contracted Parking Lot Coordinators ("PLCs"), a cost covered as part of the TNC trip fee, manage the customer flow and document the pickup activity. This arrangement has worked well but during peak demand there is substantial pickup activity. At some time next year, the T2 pickup area will be relocated when the Parking Plaza construction gets underway. With the removal of a large number of rental car center buses, staff is evaluating moving the TNC passenger pickup area to the commercial transportation islands.
- ❖ *Compliance and Enforcement-* TNCs are subject to the same commercial vehicle citations as those issued to other commercial vehicle modes. Citations are issued for pickups in unauthorized locations, improper display of approved trade dress, an invalid waybill or passenger reservation or other violations of the Airport Rules and Regulations.
- ❖ *Alternative Fuel/Clean Air Vehicles-* The Authority is mandated by its Memorandum of Understanding with the California Attorney General to require existing shuttle operators (VFH) and every operator of a shuttle service to be alternative fuel or clean air compliant vehicles ("AFV/CAV"). The Board has also required all taxicabs serving the Airport to be AFV/CAV compliant as well. Commercial vehicles, with the exception of limousines and charter vehicles which were exempted by Board action, have worked for the past few years to comply.

Taxicab and VFH operators have made significant progress towards meeting the AFV/CAV requirements. TNCs, also subject to the vehicle conversion requirements, are

Page 4 of 8

not able to account for their AFV/CAV vehicles or to put forth a plan to ensure compliance. All TNC vehicles are therefore paying the base trip fee plus the premium for unconverted vehicles. This additional fee is passed along in full to the customer as part of the fare.

- ❖ *Commercial License Plates*- Earlier this year, the California Department of Motor Vehicles ("DMV") revoked a premature memo that stated that drivers for ride-hailing services such as Uber, Lyft, and Sidecar would be required to obtain commercial license plates. DMV officials said "there remains uncertainty about the effect of the law described in the memo and the recent regulatory and statutory changes affecting ride share operators." To date, the DMV has not issued further guidance as to whether TNCs are required to possess commercial license plates
- ❖ *Commercial Operators' Regulatory Relief Request*- In April 2015, the Transportation Alliance Group (TAG) submitted ten (10) Regulatory Reform proposals to "level the commercial vehicle playing field" for all Airport operators. The proposal is found in Attachment A and the Airport's response is found in Attachment B.

Driver Background Checks

TNCs agreed to conduct secondary background checks using an Authority-defined sample of their total licensed drivers. The secondary background check is conducted using a different background check provider. The background check results (pass or fail) are submitted to the Authority for review. Should a TNC driver fail the secondary background check, the information is provided to the Authority and the TNC driver is no longer able to provide TNC services at the Airport.

As of November 30, 2015, 308 TNC drivers have been randomly selected since the Program's commencement by Authority staff for the secondary background checks. All selected drivers successfully passed both the PUC and the Authority's requirements with all but four minor discrepancies cited. Secondary background checks will continue through the end of the Program.

Vehicle Trips and Airport Cost Recovery Fees

Four (4) TNCs are currently participating in the Program: Uber, Lyft, Opoli and Wingz. TNCs pick up passengers within the parking lots located at Terminal 1 and Terminal 2. PLCs, stationed in both parking lots from 8am until 12am, record the TNC trip activity (vehicle license plate number and time/date of entry), check for the approved trade dress and ensure customers are directed to the correct vehicle. The TNC is charged a fee for each trip which has been defined as an entrance and exit from the Airport's premises for the purpose of picking up a passenger. TNCs are not charged for passenger drop offs.

The FY2016 TNC trip fee for non-AFV/CAV is comprised of the Base Trip Fee (\$1.84) plus the 50% premium (.92) plus and the Ancillary Trip Fee (\$1.00) for a total trip fee of \$3.76. The FY2016 TNC trip fee for AFV/CAV is comprised of the Base Trip Fee (\$1.84) less the 25% discount (\$0.46) plus the Ancillary Trip Fee (\$1.00) for a total trip fee of \$2.38.

The Base Trip Fee is subject to and adjusted by the New Modified Incentive Plan (Authority Resolution 2014-0109). The Ancillary Trip Fee covers all costs associated with the Program.

Page 5 of 8

From July - November 2015, over 196,500 TNC trips have been conducted with over \$738,000 in trip fees collected. As stated above, all TNC trips are currently assessed the non- AFV/CAV rate of \$2.76 plus the \$1.00 for a total trip fee of \$3.76.

Impact

TNC trips for the first five months of the Program have substantially exceeded preliminary Staff estimates – averaging an 8% month-to-month growth for customer pickups. The estimated impact on taxicab dispatches and parking have been:

Taxis

- Dispatches down an average of 7.1% (year over year) despite a 7.2% increase in enplanements
- Taxicab availability has gone from an average of 7.3 incidents/month (Jan - Jun 2015) to 2.8 incidents/month (July - Nov 2015)
- Passenger wait times exceeding 10 minutes have gone from an average of 4.3 incidents/month (Jan - Jun 2015) to less than 1 incident per month (July - Nov 2015)

Parking

In FY 2016, long-term parking transactions increased 7.3% through November compared to the prior year. The significant factors affecting parking are:

- 1) Enplanements increased 7.2% from prior year;
- 2) \$2-off coupons issued for the Economy Lot in the summer;
- 3) Economy Lot signage enhanced; and
- 4) the Wally Park parking lot located on Harbor Drive closed in July. It is, therefore, difficult to determine whether parking has been affected by TNC operations.

Impact on Cost Recovery Revenue

The introduction of TNCs is expected to have a net positive effect of \$600,000 on Authority Ground Transportation cost recovery revenues. TNCs will generate an estimated \$1 million additional revenue compared to the FY 2016 budget to be offset by an estimated \$400,000 decrease in taxicab cost recovery fees. Total cost recovery fees across all modes are not expected to exceed the Authority's Ground Transportation operating expenses due to the level of AFV/CAV incentive permit fees (effectively a discount) paid by Taxis, VFH and Courtesy Shuttles.

Permit Violations

TNC citations are mostly issued for pickups in unauthorized zones, improper trade dress or any other permit violations. Since the Program's commencement, Uber has received 141 citations, Lyft has received 33 violations, Opoli has received zero violations and Wingz has received one violation.

TNCs representatives are notified of these violations and asked to work with their drivers to ensure compliance with the Airport's permit.

Page 6 of 8Customer Feedback

Departing TNC customers have been asked since August as to how they would have travelled to and from the Airport if they did not take a TNC. A majority would have travelled by taxi (61%), while a percentage would have relied on a friend/relative (20%) or personally driving (and parking) (10%). These preferences most likely reflect the decreased taxi dispatches. Over time, parking revenues are expected to be negatively impacted as TNCs become more ubiquitous. The impact on private vehicle traffic will be evaluated as more data becomes available.

Monitoring TNC Trip Activity

The Airport has reserved the right to implement technological solutions that use TNC (electronic) application programming interfaces ("API") to assist with real time permit compliance and enforcement. Authority staff is evaluating two commercially available APIs that independently monitor and record TNC activities. Currently, both are in the early development stages and have not been shown sufficient functionality to purchase.

Community Complaints

Authority staff has recently received several complaints from the Point Loma Liberty Station retail area reporting TNC and Limousines waiting/loitering in their parking lots. The Liberty Station management company has been fully advised that "(Airport) permittees shall not allow any of its permitted TNC drivers or vehicles to negatively impact or impede traffic flow in or out of Airport roadways and parking facilities, congregate on Airport access roadways or off-airport parking areas including retail shopping centers, churches or other parking areas established for private purpose outside the geo-fence, or in any way allow its permitted drivers or vehicles to obstruct Airport access within a two (2) mile radius of the Airport." TNC and Limousine operators have also been advised the Authority does not condone any commercial parking in these areas and that it is expressly prohibited with the permit terms and conditions.

San Francisco International Airport

San Francisco International (SFO), one of the first airports nationwide and the first California airport to negotiate and authorize TNC operations, is continuing to monitor their TNC activities. These comments were provided by SFO management when asked about their TNC Program:

- ❖ TNC customer usage exceeded projections- September 2015 pick-up and drop-off transactions were 319,736 transactions.
- ❖ TNCs transactions are steadily increasing; double digit growth month over month (March – May 2015); about 5% growth since May.
- ❖ Pilot Program started October 2014 has been extended through February 2016 to further review TNC operations.
- ❖ All commercial modes of transportation have been impacted by the TNCs.
- ❖ Most operational challenges come from driver behavior. SFO has increased efforts to issue citations carrying administrative fines paid by the TNC to SFO. TNCs have started passing the fines to the drivers, so some improvement has occurred.

Page 7 of 8

- ❖ Challenges with the staging lot and roadway congestion.
- ❖ Effective November 2015, TNCs will begin using an API.

Current Issues and Summary

- ❖ *AFV/CAV Conversions.* TNCs are unable to identify AFV/CAV vehicles and therefore, do not report whether the vehicle type conforms to the Airport's AFV/CAV requirements. The Airport charges the Base Trip Fee (\$1.84) plus the unconverted vehicle premium (\$0.92) plus the Ancillary Trip Fee (\$1.00). This full TNC trip fee (\$3.76) is passed directly to the customer. All taxicabs charge the customer only a fixed \$2.71 trip fee (whether the vehicle is converted or unconverted). The trip fee for unconverted taxicabs is \$5.41 of which only \$2.71 can be recovered from the passenger fare.
- ❖ *Terminal 2 (T2) Pickup Area.* Once the Parking Plaza construction begins in mid- 2016, T2 TNC pickups will be relocated. Alternative locations under consideration are: 1) the T2 Commercial Transportation Island; and 2) existing paid parking spaces in the far west T2 (formerly known as NTC) parking lot. With the elimination of as many as 55 rental car buses, sufficient curbside at both the T1 and T2 Transportation Islands is expected to be available should the TNC operations be relocated to that area.
- ❖ *Parking Revenues.* Through the Program's first five months, increased enplanements and other external factors have kept parking revenues positive. Several independent studies however, have concluded that TNCs will have a more measurable negative impact on parking revenues as the services become more common. Revenue maximization through enhanced parking products and market-based pricing will be essential to maintain projected cash flows.
- ❖ *Evolving PUC, CA Legislature Bills and other Airport Regulations.* Several initiatives at the legislative and regulatory levels are being considered to address ongoing TNC operations.

Recently passed California Assembly Bill 1422 requires a transportation network company to participate in the DMV's Employer Pull Notice ("EPN") Program. The program will provide each TNC with a report showing a driver's current public record, as recorded by the DMV, and immediate notifications of moving violations, accidents, driver license suspensions, revocations, and other actions taken against the driving privilege. The DMV's EPN program provides employers and regulatory agencies with a means of promoting driver safety through the ongoing review of driver records.

Authority staff will continue to monitor the appropriate initiatives and alert the Board as to their status and potential impact.

- ❖ *Ongoing TNC tracking, auditing and reporting.* Authority staff is evaluating more effective technologies to monitor and record TNC operations. The Authority's Office of the Chief Auditor conducted an audit of the Uber operations and reported that "Uber is in compliance with the various requirements of the TNC Permit" (Attachment C). Audits of the three remaining TNC operators will be conducted during the first six months of 2016.

Page 8 of 8Interim Recommendations

At this time, staff is recommending that the Program continue unchanged (except for the relocation of the TNC operations discussed above) through June 30, 2016, and;

1. Continue to evaluate the TNC background check reliability and the secondary background check results;
2. Continue to monitor the TNC operation and compliance with the current permit requirements;
3. Establish an alternative T2 pick up area as well as evaluate continuing operations in the T1 parking area;
4. Audit the remaining TNC operations and trip reporting.

Fiscal Impact:

TNC's will generate an estimated \$1 million additional revenue compared to FY 2016 budget, however, this will be offset by an estimated \$0.4 million decrease in Taxicab cost recovery fees. Despite the additional revenue total Ground Transportation cost recovery revenues are not expected to exceed Ground Transportation operating expenses.

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. CEQA: 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.

Application of Inclusionary Policies:

Not applicable.

Prepared by:

DAVID BOENITZ
DIRECTOR, GROUND TRANSPORTATION



TAGsandiego.com

April 2, 2015

Mr. David Boenitz
Ground Transportation Director
San Diego County Regional Airport Authority
P.O. Box 82776
San Diego, CA 92138

VIA EMAIL

Dear Mr. Boenitz:

On behalf of our members, the Transportation Alliance Groups is pleased to submit the following regulatory reform proposals to the San Diego County Regional Airport Authority that are at the sole discretion of the authority and are a starting point in achieving regulatory relief in the short-term.

AIRPORT AUTHORITY REGULATORY REFORM PROPOSALS

1. Discontinue Airport Authority vehicle inspections.
 - a. Rely on primary regulator inspections (i.e. MTS and PUC)
2. Discontinue Airport Authority driver back ground checks
 - a. Rely on DOJ, Sherriff back ground checks
3. Discontinue the Taxi uniform rate of fare
4. Reduce the Taxi insurance requirement to \$350,000 as previously
5. Accept internal driver training programs for Taxicabs and Shuttles
 - a. Remove proof of certificate requirement
6. Allow Taxi permit transferability within a structured process
7. Allow Taxi sticker splitting and combining within a structured process
8. Establish separate, equal and dedicated Charter and TNC parking spaces in the parking lots
9. Establish a TNC hold lot to relieve the cell phone lot and ease enforcement
10. Establish a Consumer Cost Recovery Fee pass through policy

Additional regulatory reforms that require the action of other local government agencies, or state agencies, or legislation are more long-term focused and can be developed in a collaborative fashion as part of an on-going reform process. In the meantime, if you have any questions about our proposals please feel free to contact me directly at (619) 704-0180 or by email at Adrian@BartellAssociates.com.

Sincerely,

Adrian Kwiatkowski
Executive Director

C/O Bartell & Associates | 5333 Mission Center Road, Suite 115
San Diego, California 92108 | (619) 704-0180

ATTACHMENT B



March 11, 2015

Mr. David Boenitz
Ground Transportation Director
San Diego County Regional Airport Authority
P.O. Box 82776
San Diego, CA 92138

VIA EMAIL

Dear Mr. Boenitz:

On behalf of our Off-Airport Parking members including Aladdin Parking, Park N Fly and Wally Park, the Transportation Alliance Group (TAG) is interesting in determining if the San Diego County Regional Airport Authority can legally adopt a policy that would allow your Off-Airport Parking company business partners the ability to pass the cost of trips fees on to the consumer.

If the Airport Authority determines that such a policy is legally possible, we are interested in learning about the process that it would take to adopt such a policy by the start of the authority's Fiscal Year 2016 on July 1, 2015. Adoption of such a policy would address a long standing concern of our industry that we are at a competitive disadvantage with our regulator/competitor the Airport Authority/SAN Park. In addition, this could be a cost recovery source for the authority to recover SAN Park's percentage of trip fees that would otherwise be absorbed by the authority.

Answering these questions are a high priority for your Off-Airport Parking company business partners, and we appreciate the Airport Authority researching this matter and responding to us as expeditiously as possible. If you have any questions, please feel free to contact me directly.

Sincerely,

A handwritten signature in black ink, appearing to read 'Adrian Kwiatkowski'.

Adrian Kwiatkowski
Executive Director

CC: Angela Schafer- Payne, Vice President, Airport Authority
Brent Lobner, General Counsel, Airport Authority
Mike DeGraffenreid, General Manager SDIA, Ace Parking



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY

P.O. BOX 82776, SAN DIEGO, CA 92138-2776
619.400.2400 WWW.SAN.ORG

March 30, 2015

Adrian Kwiatkowski
Bartell & Associates
5333 Mission Center Road, Suite 115
San Diego, California 92108

Dear Mr. Kwiatkowski

This letter is in response to your letter submitted on behalf of the Transportation Alliance Group, dated March 11, 2015 asking whether the San Diego County Regional Airport Authority can legally adopt a policy that would allow your off airport parking company business partners the ability to pass the cost of Airport trip fees on to their customers. It is an idea that required a discussion with the appropriate Airport Authority representatives.

After consulting with the Authority's General Counsel and our Finance and Budget groups, I have arrived at the following conclusions:

- 1) It is not within the Authority's purview or legal authority to either recommend or mandate (through policy) the rates and fees charged by any airport ground transportation provider. The Authority's enabling legislation allows it to establish operating rules and business requirements along with appropriate and defensible cost recovery fees for those using the Airport; and
- 2) Every Airport business has operating costs which are generally recovered through charging its customers for the goods and services provided. Parking and shuttle operations are no different. The off airport parking operators are charged Airport fees that reflect the costs incurred by the Authority as a result of the use of the Airport by the off airport parking companies. These expenses can either be absorbed by the parking companies as part of their profit margin or recouped from their customers within the total price.



SAN DIEGO
INTERNATIONAL
AIRPORT

In summary, our current cost recovery program and its associated trip fees cover the Airport's specified operational and depreciation costs. These costs are equitably applied to all ground transportation service providers. As such we see no need to change the current system. As to passing along trip fees for our own parking and shuttle customers, the Authority's daily parking rates have built into them the expenses associated with shuttle operations. The off airport parking operators' decision as to the means and methods necessary to recoup their cost of doing business is entirely at their discretion.

Sincerely,

A handwritten signature in black ink, appearing to read "David Boenitz". The signature is fluid and cursive, with a large, sweeping flourish at the end.

David Boenitz

Director, Ground Transportation

San Diego County Regional Airport Authority

Cc: A. Shafer-Payne
M. Sears
B. Lobner



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY

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Adrian Kwiatkowski
Bartell & Associates
5333 Mission Center Road, Suite 115
San Diego, California 92108

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Sincerely,

A handwritten signature in black ink, appearing to read "David Boenitz". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

David Boenitz

Director, Ground Transportation

San Diego County Regional Airport Authority

Cc: A. Shafer-Payne

M. Sears

B. Lobner

June 22, 2015

Mr. Adrian Kwiatkowski
Executive Director
Transportation Alliance Group, San Diego
C/O Bartell & Associates
5333 Mission Center Road, Suite 115
San Diego, CA 92108

Dear Mr. Kwiatkowski:

The Airport appreciates the recommendations put forth by the Transportation Alliance Group to evaluate, remove or streamline certain regulatory reforms imposed upon the Airport's ground transportation providers. The Airport continues to seek improvements in the ground transportation system and to work with the representatives and stakeholders to provide a safe, secure and customer service oriented environment.

Your letter of April 2, 2015 (Attachment A), has been reviewed with the following responses:

- 1. Discontinue Airport Authority vehicle inspections (rely on primary regulator inspections i.e. Metropolitan Transit System (MTS) and CA Public Utilities Commission (PUC))**

Background:

The Airport conducts random inspections to ensure primary safety equipment is functional, driver attire conforms to the Airport's Rules and Regulations and all licenses and permits are current. Airport Traffic Officers (ATOs) often find tires with inadequate tread depth, lights that don't work or seat belts that are broken. On occasion, vehicles are found with two or more sheriff's licenses, inoperative credit card machines or missing map books.

Through the driver's self-inspection, the Airport is encouraging drivers to review the vehicle condition and other requirements prior to starting airport service. This results in fewer drivers and vehicles being put out of service. MTS and PUC conduct their inspections annually.

Staff Response:

The vehicle's mandatory inspections allow a year to elapse potentially putting airport passenger safety at risk. Airport Authority staff is not willing to discontinue these inspections at this time, but will consider at the next MOA renewal.

2. Discontinue Airport Authority driver background checks

Background:

Driver background checks (fingerprint) are conducted by the San Diego County Sheriff's department (for taxis) and by the Airport Authority (for Vehicles for Hire (VFH)). These background checks are obtained through the Department of Justice and the Federal Bureau of Investigation. In addition, the Airport requires the U.S. Department of Homeland Security/Transportation Security Administration Security Threat Assessment (STA) be completed to identify those appearing in the "Known Terrorist" database. The STA is mandatory as all taxi and VFH drivers are issued an Airport badge. For 2014, four ground transportation prospective taxi or VFH candidates were denied badges out of 88 total STA background checks (4.5%)

Staff Response:

Airport Authority staff has reviewed Authority Code Section 9.13 and will recommend a change to Code Section 9.13 revising the requirements to create a level playing field at the June 24, 2015 Board Meeting.

3. Discontinue the taxi uniform rate of fare

Background:

Rates of fare are established by Metropolitan Transit System (MTS) and have been in existence for a number of years based on the MTS uniform rate surveys. MTS is required to calculate both airport and non-airport (City) maximum rates of fare annually. The taxi driver is allowed to accept a fare less than the meter but not more. MTS requires the taximeter be connected to the credit card machine and the fare visible to the passenger.

The 2015 rates of fare were calculated as:

Airport Proposed Rate (no change from current)

- \$2.80 flag drop 1/10 of a mile
- \$3.00 per mile
- \$24.00 per hour wait time

City Proposed Rate

- \$3.40 flag drop 1/12 mile
- \$3.60 per mile
- \$29.00 per hour wait time

The MTS Taxicab Advisory Committee (TAC) felt the differential would cause customer concern and confusion as well as misuse of the dual fare pricing. TAC requested that for

2015, MTS implement the uniform (same) rates for both the Airport and the City at the current Airport Rate.

Staff Response:

MTS Staff, with the Taxicab Advisory Committee recommended that the MTS Board pass a resolution to apply a uniform rate for the maximum allowable City and Airport Rates of Fare for 2015. The MTS Board approved the resolution on April 16, 2015. Beginning July 1, 2015, the Airport and City rates will be the same.

Airport Proposed Rate

- \$2.80 flag drop 1/10 of a mile
- \$3.00 per mile
- \$24.00 per hour wait time

4. Reduce the taxi insurance requirement to \$350,000

The current \$1M taxi insurance requirement has been set by the Authority Board to fulfill any substantial litigation filed against the Airport. After a thorough review by our Risk Management Department of other Airports and the current operating conditions at SDIA, Staff recommends maintaining the current insurance requirements.

5. Accept internal driver training programs for Taxicabs and Vehicle for Hire (remove proof of certificate requirement)

Background:

For nearly three years, the Airport has allowed internal training programs provided by the Memorandum of Agreements (MOAs) with SDCASA, PrimeTime Shuttle and SuperShuttle, as well as, the three Taxicab MOA consortium, to fulfill the requirements for driver training. Currently, each driver provides individual certificates following the training. These programs effectively communicate the Airport's Rules and Regulations, customer service expectations and good driving practices.

Staff Response:

Airport Authority staff will work with the MOA consortium and the training providers to obtain "proof of attendance" sign-in sheets. As an alternative to each driver producing their own certificate, the Airport will request each MOA consortium produce a "Proof of Attendance" sign in sheet in the month the training is completed, verifying that the driver actually attended the class.

6. Allow Taxi Permit transferability within a structured process

Background:

Authority Code § 9.19 (b) Transferability clearly defines the structured process for permit transfers:

- (1) The holder of a Commercial Ground Transportation Service Permit, vehicle decal or Driver Permit shall not in any manner, directly or indirectly, by operation or otherwise, sell, assign, hypothecate, transfer or encumber (“transfer”) in whole or in part said Permit, decal or Driver Permit without the prior, express written consent of the President/CEO.
 - i. In the event the holder of a Commercial Ground Transportation Service Permit, vehicle decal and/or Driver Permit is a corporation, partnership or legal entity other than a natural person, the prior written consent of the President/CEO shall be required for any transfer of any stock, interest, ownership or control of that corporation, partnership or legal entity.
 - ii. The President/CEO may deny any request to transfer a Commercial Ground Transportation Service Permit, vehicle decal, and/or Driver Permit in his or her absolute discretion.

- (2) Taxicab and TNC Vehicles. In the event the Board exercises its discretion to issue Commercial Ground Transportation Service Permits for Taxicabs or TNC Vehicles (“Taxicab/TNC Permits”) for any subsequent one-year period after June 30, 2014, the holder of any Taxicab/TNC Permit no long wishing to operate under said Taxicab/TNC Permit must do one of the following:
 - i. Return the Taxicab/TNC Permit to the Authority; or
 - ii. Transfer the Taxicab/TNC Permit to an Authority-approved recipient (“Transferee”), and
 - a. Pay the Authority a one-time transfer fee of \$3000,
 - b. Secure the prior written consent of the President/CEO, and
 - c. Advise the Transferee in writing approved by the Authority that the Taxicab/TNC Permit is no longer transferable and must be returned to the Authority if the Transferee no longer wishes to operate under the Taxicab/TNC Permit.

Staff Response:

In 2013 and 2014, multiple presentations were made to the Board on this topic and a thorough discussion was conducted. Airport Authority staff is not willing to recommend a change in the code.

7. Allow Taxi Sticker splitting and combining within a structured process

Background:

The Airport uses a daily taxicab allocation and scheduling system to ensure a balanced and known number of taxicabs are available for all days of the week and at all times. As part of the permitting process, Permit holders purchase an "ALL" sticker (sticker is valid at all times every day of the week), an "A" sticker (sticker is valid at all times on alternating "A" days) and/or a "B" sticker (sticker is valid at all times on alternating "B" days). Taxi Sticker splitting is the request by the Permit Holder to subdivide the "ALL" sticker into an "A" and a "B" while taxi sticker combining reverses the process.

Taxi sticker splitting was last done in March 2014 to satisfy the permit holder's requests and to expand the Airport's available taxicabs. This courtesy caused a great deal of work for the Ground Transportation staff to evaluate, rebalance and schedule the daily taxi allotments to ensure an adequate supply for the airport.

Staff Response:

Currently, there is no need to reallocate the taxi supply through a taxicab sticker split. The daily allotment of taxicabs is sufficient to meet the passenger needs when all permitted taxicabs are operational. At the same time allowing more taxis on airport property will over tax the hold lot and dilute the driver's fares. Airport staff however, will work in conjunction with the MOAs to review the process and to identify possible changes.

8. Establish a separate equal and dedicated Charter and TNC parking spaces in the parking lots

The TNC pilot program needs to be executed before staff can evaluate the need for separate equal and dedicated Charter and TNC parking spaces. We believe the current number of spaces can be shared by both transportation modes. Ground Transportation staff will evaluate the need as the TNC Pilot Program is implemented.

9. Establish a TNC hold lot to relieve the cell phone lot and ease enforcement

Ground Transportation staff will evaluate the need for a TNC hold lot at the end of the TNC Pilot Program.

10. Establish a Consumer Cost Recovery Fee pass through policy

A response to this recommendation was sent to TAG on March 30, 2015 (Attachment B).

Finally, at the May 21, 2015 Board Meeting, Staff submitted the following recommendations to address the concerns and challenges expressed by TAG to equalize the disparities. Those recommendations were:

- a. Continue working with the California Airports' Council (CAC) and other airports to evaluate and establish best practices for the regulatory oversight of taxicabs, vehicle for hire, charter and TNC operators;
- b. Evaluate and support, when able, the efforts of key groups such as the Greater California Livery Association (GCLA) to reform state laws and regulations;
- c. Through the Authority's Inter-Governmental Affairs Department, actively communicate with state lawmakers on the impact and issues and advise local commercial operators of the efforts and outcomes; and
- d. Continue to advocate for equitable legislative, regulatory and law enforcement reforms while maintaining a key focus on providing passenger safety and security with the customer requested transportation options.

Once again, I would like to express my appreciation for your recommendations and I look forward to working with TAG and the MOA consortium and all modes of Commercial Ground Transportation to enhance the San Diego International Airport's ground transportation systems and services. Staff will give an update on these recommendations at an upcoming MOA meeting.

Sincerely,



David J. Boenitz
Director, Ground Transportation
San Diego County Regional Airport Authority

Attachments

Interoffice Communication

Date: December 21, 2015
 To: David Boenitz, Director, Ground Transportation
 From: Mark A. Burchyett, Chief Auditor
 Subject: Review of Uber Compliance

As requested, the Office of the Chief Auditor (OCA) has performed of a compliance review of Rasier, LLC (Uber) at San Diego International Airport (SDIA). The results are presented below:

Background

In July 2015, the San Diego Regional Airport Authority began authorizing Transportation Network Companies (TNC) to operate at SDIA under a pilot program. The program is guided by a TNC Permit operated and Managed by the Ground Transportation Department (GT). To ensure compliance with the program by the TNC's, GT requested that the OCA perform a compliance review of TNCs.

The OCA and GT identified Rasier, LLC which operates Uber, as the first TNC to review. Uber is the largest TNC at SDIA by a large margin and its trip fees now exceed \$150,000 per month on over 40,000 trips. The OCA reviewed three broad areas of compliance: 1) background checks, 2) vehicle inspections and vehicle requirements, and 3) trip fees.

Background Checks

The TNC permit requires background checks for all drivers. Additionally, the drivers are subject to a monthly audit by the Authority to ensure compliance where selected drivers are subject to a second background check performed by the Authority or by an approved entity. Our review found that adequate controls exist at Uber to ensure that all drivers pass background checks. Specifically, we found evidence of a very robust on-boarding process for prospective drivers including checks through drivers' social security numbers and driver's licenses. We also identified that the process utilized to audit the drivers and obtain the "secondary" background check was properly controlled. We confirmed that Uber utilizes established third parties for their background checks.

Vehicle Inspections and Requirements

The TNC permit contains various requirements for drivers related to the condition, operation, and appearance of the vehicles. This includes being free of visible damage, displaying proper trade dress, and vehicles must be less than 10 years old. Our review found that Uber complies with these requirements largely through its process to approve drivers and their vehicles by requiring vehicle inspections. Additionally, Uber utilizes passenger feedback to identify potential issues and regularly communicates with drivers regarding vehicle requirements. Finally, Uber's system can exclude drivers with vehicle over 10 years old from picking up passengers at SDIA.

Trip Fees

The TNC permit requires Uber to remit to the Authority \$3.76 for each trip providing TNC services at SDIA on a monthly basis within 15 days of the end of the month. A review of the process used by Uber to identify trips originating at SDIA found adequate controls to ensure completeness and accuracy. A test of an Uber drivers trips found that all trips originating at SDIA were appropriately identified as an airport trip

by Uber. Additionally, a reconciliation of daily log sheets compiled by the Authority to trip reports utilized by Uber to calculate trip fees did not identify any discrepancies.

Conclusion

Based on the above, it appears that Uber is in compliance with the various requirements of the TNC Permit. Additionally, we found evidence of appropriate controls and processes that should help ensure on-going compliance.

Item 8

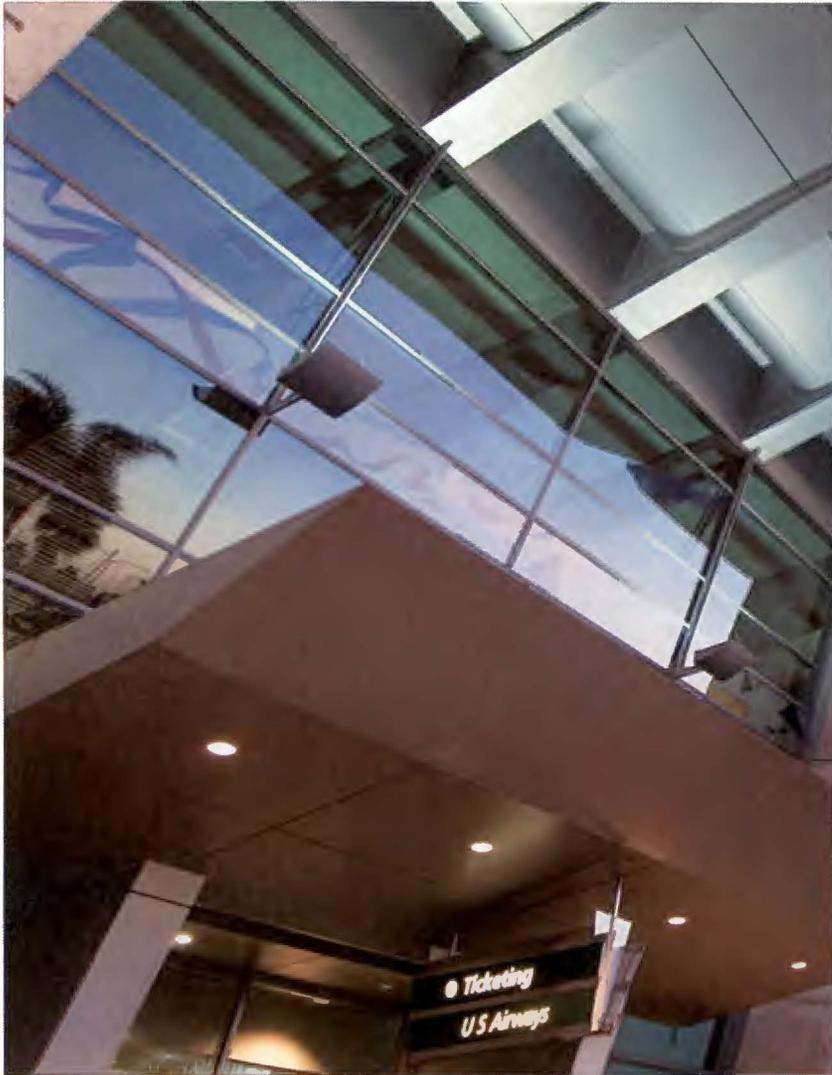


Transportation Network Company (TNC) Pilot Program Update

David Boenitz

Director, Ground Transportation

January 21, 2016



PRESENTATION TOPICS

- ❖ Key dates and actions
- ❖ Program challenges
- ❖ Driver background checks
- ❖ Vehicle trips and cost recovery fees
- ❖ Impact- Taxis and Parking
- ❖ Permit violations
- ❖ Customer feedback
- ❖ Community complaints
- ❖ Current issues and summary
- ❖ Interim Program recommendations





KEY DATES & ACTIONS

- ❖ Feb. 19, 2015: TNC Pilot Program parameters presented to Board
- ❖ Apr. 1, 2015: TNC Permit application released
- ❖ Jun. 1, 2015: Opoli signs permit
- ❖ Jun. 25, 2015: President/CEO authorized to determine required form of background checks for all ground transportation service providers and amends corresponding Airport codes
- ❖ Jul. 1, 2015: TNC Permit Amendment released
- ❖ Jul. 3, 2015: Lyft and Uber sign permit
- ❖ Sept. 28, 2015: Wingz signs permit
- ❖ Jun. 30, 2016: Pilot program expiration



CHALLENGES

- ❖ Driver background checks
- ❖ Driver identification and vehicle permits
- ❖ Insurance coverage
- ❖ Operational requirements & pickup locations
- ❖ Enforcement
- ❖ Alternative fuel/ clean air vehicles
- ❖ Commercial vehicle plates
- ❖ Commercial operator's regulatory relief request



BACKGROUND CHECKS

- ❖ TNC disqualifying offenses (Public Utilities Commission)- 7 years from date of conviction.
- ❖ Airport Authority disqualifying offenses (Airport Authority Code)- a) 5 yrs. from date of release; b) 5 yrs. from date of parole; c) 5 yrs. from date of probation- whichever is later.
- ❖ TNCs were required to employ a different background check company to perform checks on randomly selected drivers.



BACKGROUND CHECKS

❖ Results- July- November 2015

TNC	No. of BCs performed	Results
Uber	174	No discrepancies; no disqualifying violations
Lyft	89	Four discrepancies; no disqualifying violations
Wingz	45	No discrepancies; no disqualifying violations
Opoli	NA	Uses Airport background (fingerprint) check



VEHICLE TRIPS

❖ July- November 2015

TNC	July	Aug	Sept.	Oct.	Nov.
Total	27,447	35,407	40,090	46,006	47,554

Total: 196,504 trips

¹ Opoli initiated Airport TNC service- June 1, 2015

² Uber and Lyft initiated Airport TNC service: July 3, 2015

³ Wingz initiated Airport TNC service: September 28, 2015



COST RECOVERY FEES

❖ July- November 2015

TNC	July	Aug	Sept.	Oct.	Nov.
Uber	\$90,530	\$117,391	\$132,078	\$150,389	\$152,776
Lyft	\$12,547	\$15,442	\$18,533	\$21,804	\$25,613
Wingz	0	0	0	\$203	\$233
Opoli	\$124	\$297	\$128	\$293	\$180
Total	\$103,201	\$133,130	\$150,738	\$172,689	178,803



TAXICAB IMPACT

❖ Enplanements

- Increased 7.2% from prior year

❖ Dispatches

- Decreased 7.1% from 2014 (year over year) despite a 7.2% enplanement increase

❖ Customer service

- Taxicab availability improved
- Passenger wait times improved



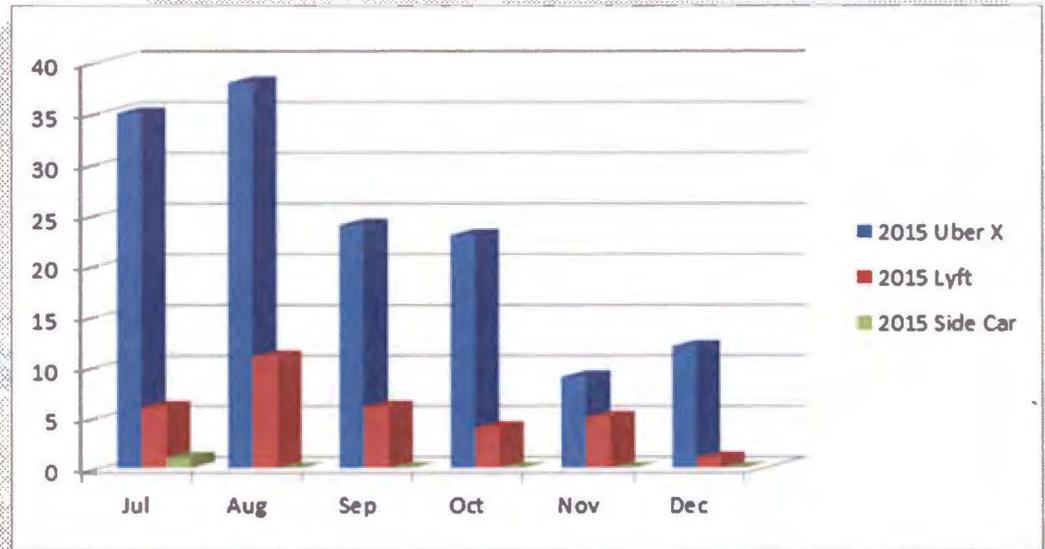
PARKING IMPACT

- ❖ Difficult to determine at this time the impact on parking revenues and transactions due to other factors
 - \$2 coupons issued to stimulate Economy lot demand
 - Installed/ improved signage
 - Wally Park parking lot closed between July and October



PERMIT VIOLATIONS

❖ Results- July- December 21, 2015



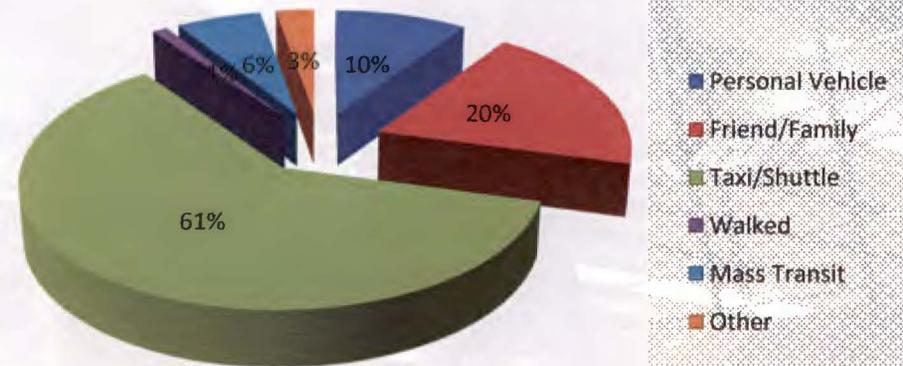
Totals	UBER	LYFT	SIDECAR
	141	33	1



CUSTOMER FEEDBACK

❖ Results- August- November 2015

Alternative Transit Choices





SFO UPDATE

- ❖ Airport TNC customer use far exceeded projections.
- ❖ TNCs transactions continue to increase steadily; March- May 2015, double digit month over month growth; since May average 5% increase.
- ❖ TNCs impact all commercial transportation modes
- ❖ Pilot program extended through February 2016.
- ❖ Ongoing challenges with vehicle staging lot and roadway congestion



CURRENT ISSUES

- ❖ TNC AFV/CAV tracking and reporting
- ❖ Terminal pickup areas (during the Parking Plaza construction)
- ❖ Continuing to ensure customer safety, security and convenience
- ❖ Evaluate the long-term impact on the Airport's parking revenues
- ❖ PUC regulations and CA legislative laws as well as other Airport operations
- ❖ Ongoing TNC tracking, auditing and reporting



SUMMARY

- ❖ TNC dispatches have reduced taxicab dispatches an average of 7.1%
- ❖ Parking revenues have not been impacted significantly
- ❖ TNC operations have contributed \$738K (through Nov. 2015) in cost recovery
- ❖ TNC pickups have created very few operational and administrative issues.
- ❖ Taxicab availability has improved and taxi customer wait times exceeding 10 minutes have been reduced.



INTERIM RECOMMENDATIONS

- ❖ Continue TNC Pilot Program through 6/30/16.
- ❖ Continue monitoring TNC operations and compliance to the permit requirements.
- ❖ Continue the secondary background checks
- ❖ Evaluate alternative Terminal pick up areas



SAN Transportation Network Company (TNC) Pilot Program Update

Questions?



**SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY**

Meeting Date: **JANUARY 21, 2016**

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 2015-2016 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.

Application of Inclusionary Policies:

Not applicable.

Prepared by:

TONY RUSSELL
DIRECTOR, CORPORATE & INFORMATION GOVERNANCE/AUTHORITY CLERK

TRAVEL REQUEST

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

2. DATE OF REQUEST: 12/9/15 PLANNED DATE OF DEPARTURE/RETURN: 2/8/15 / 2/13/15

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

Destination: Auckland, New Zealand Purpose: Attend meeting with Air New Zealand
Explanation:

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

- AIRFARE \$ 9000.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 200.00

B. LODGING \$ 900.00

C. MEALS \$ 400.00

D. SEMINAR AND CONFERENCE FEES \$

E. ENTERTAINMENT (If applicable) \$

F. OTHER INCIDENTAL EXPENSES \$ 100.00

TOTAL PROJECTED TRAVEL EXPENSE \$ 10600.00

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: 16 Dec 2015

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: _____

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**

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

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

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

2. DATE OF REQUEST: 1/4/16 PLANNED DATE OF DEPARTURE/RETURN: 1/19/16 / 1/19/16

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

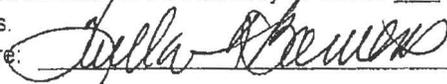
Destination: Sacramento, CA Purpose: Accept Governor's Environmental & Economic Leadership Award

Explanation: _____

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

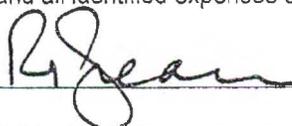
A. TRANSPORTATION COSTS:	
• AIRFARE	\$ 556.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 100.00
B. LODGING	\$
C. MEALS	\$ 50.00
D. SEMINAR AND CONFERENCE FEES	\$
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$
TOTAL PROJECTED TRAVEL EXPENSE	\$ 706.00

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: 5 Jan 2016

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: 1.6.15

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**

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

2. DATE OF REQUEST: 1/11/16 PLANNED DATE OF DEPARTURE/RETURN: 1/25/16 / 1/27/16

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

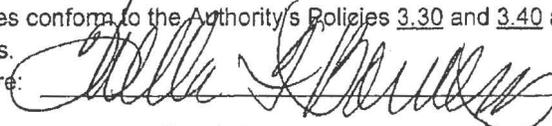
Destination: Washington, DC and San Francisco, CA Purpose: Meeting with Federal Executive and Legislative Staff Re: CBP Issues (DOT/DOS), and Meeting with California Governor's Staff Re: Air Resources Board Issues

Explanation: _____

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:	
• AIRFARE	\$ 800.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 100.00
B. LODGING	\$ 730.00
C. MEALS	\$ 150.00
D. SEMINAR AND CONFERENCE FEES	\$
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
TOTAL PROJECTED TRAVEL EXPENSE	\$ 1830.00

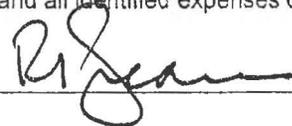
CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 6 JAN 2015

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: 1.6.15

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.)

ROBERT H. GLEASON

**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: 2
Position: Board Member President/CEO Gen. Counsel Chief Auditor
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 1/5/16 PLANNED DATE OF DEPARTURE/RETURN: 1/19/16 / 1/19/16

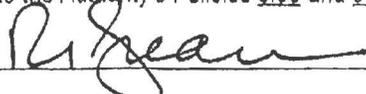
3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: Sacramento, CA Purpose: 2016 Governor's Environmental and Economic Leadership Awards (GEELA) Event
Explanation:
No registration fees - registered as guest

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:	
• AIRFARE	\$ <u>250.00</u>
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ <u>50.00</u>
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>350.00</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.

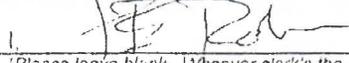
Travelers Signature:  Date: 1.6.15

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: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

, 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.)