

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
SPECIAL AUDIT COMMITTEE MEETING
MINUTES
MONDAY DECEMBER 5, 2016
ORVILLE AND WILBUR WRIGHT CONFERENCE ROOM**

CALL TO ORDER: Chair Robinson called the Special Audit Committee Meeting to order at 10:33 a.m., on Monday, December 5, 2016, in the Orville and Wilbur Wright Conference Room of the San Diego International Airport, Administration Building, 3225 N. Harbor Drive, San Diego, CA 92101 due to a medical emergency in the Board Room.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

Present: Committee Members: Gleason, Hollingworth, Hubbs,
Robinson (Chair), Tartre, Van Sambeek

Board Members: Boling

Absent: Committee Members: Sessom

Also Present: Thella F. Bowens, President/CEO; Amy Gonzalez, General Counsel;
Tony Russell, Director, Corporate and Information Governance/
Authority Clerk; Ariel Levy-Mayer, Assistant Authority Clerk I

NON-AGENDA PUBLIC COMMENT:

KAMRAN HAMIDI, SAN DIEGO, spoke regarding the taxis investment in credit card machines as required by the Metropolitan Transit System (MTS) Code.

NEW BUSINESS:

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the September 6, 2016, regular meeting.

ACTION: Moved by Board Member Hubbs and seconded by Board Member Gleason to approve staff's recommendation. Motion carried unanimously, noting Committee Member Van Sambeek's ABSTENTION and Board Member Sessom as ABSENT.

**2. EXTERNAL AUDITOR'S FISCAL YEAR ENDED JUNE 30, 2016, REPORTS:
A) AUDITED FINANCIAL STATEMENTS, B) SINGLE AUDIT REPORTS, C)
PASSENGER FACILITY CHARGE COMPLIANCE REPORT, D) CUSTOMER
FACILITY CHARGE COMPLIANCE REPORT, AND E) LETTER TO THE
BOARD:**

David Coleman, CPA, Director, BKD, LLP provided a presentation on the Annual Audit – Year Ended June 30, 2016 which included 2016 Highlights, Assets and

Deferred Outflows Composition Trends, Liabilities and Deferred Inflows Composition Trend, Total Revenues and Capital Contributions Composition for the Year Ended June 30, 2016, Total Revenues and Capital Contributions Trends, Expense Composition for the Year Ended June 30, 2016, Expense Trends, and Other Relevant Trends.

RECOMMENDATION: Staff recommends that the Audit Committee forward this item to the Board for acceptance.

ACTION: Moved by Board Member Hubbs and seconded by Committee Member Van Sambeek to approve staff's recommendation. Motion carried unanimously, noting Board Member Sessom as ABSENT.

Board Member Gleason left the meeting at 10:48 a.m.

3. REVIEW OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) FOR THE FISCAL YEAR ENDED JUNE 30, 2016:

Kathy Kiefer, Senior Director, Finance and Asset Management provided an overview of the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2016.

RECOMMENDATION: Staff recommends that the Audit Committee forward this item to the Board for information.

ACTION: Moved by Committee Member Tartre and seconded by Committee Member Van Sambeek to approve staff's recommendation. Motion carried unanimously, noting Board Member Sessom as ABSENT.

4. FISCAL YEAR 2017 FIRST QUARTER ACTIVITIES REPORT AND AUDIT RECOMMENDATIONS ISSUED BY THE OFFICE OF THE CHIEF AUDITOR:

Fred Bolger, Manager, Audit Services provided a presentation on the Fiscal Year 2017 First Quarter Activities Report and Audit Recommendations which included Audit Activities, Audits in Progress as of November 21, 2016, Recommendation Follow-Up, Fiscal Year 2017 Measure Outcomes, and Summary of Ethics Inquiries.

RECOMMENDATION: Staff recommends that the Audit Committee forward this item to the Board for information and provide, if necessary, direction to staff on audit recommendations.

ACTION: Moved by Committee Member Hollingworth and seconded by Committee Member Van Sambeek to approve staff's recommendation. Motion carried unanimously, noting Board Member Sessom as ABSENT.

NON-AGENDA PUBLIC COMMENT: None.

COMMITTEE MEMBER COMMENTS: None.

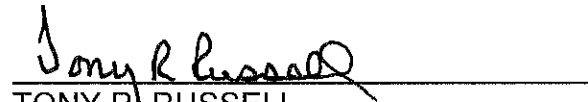
ADJOURNMENT: The meeting was adjourned at 10:56 a.m.

APPROVED BY A MOTION OF THE AUDIT COMMITTEE OF THE SAN DIEGO
COUNTY REGIONAL AIRPORT AUTHORITY THIS 13th DAY OF FEBRUARY, 2017.



MARK A. BURCHYETT
CHIEF AUDITOR

ATTEST:



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