

DRAFT

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
SPECIAL EXECUTIVE AND FINANCE COMMITTEE MEETING MINUTES
THURSDAY, DECEMBER 20, 2012
SAN DIEGO INTERNATIONAL AIRPORT
BOARD ROOM

CALL TO ORDER:

Chair Gleason called the special Executive and Finance Committee meeting to order at 9:03 a.m., Thursday, December 20, 2012, in the Board Room of the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.

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

ROLL CALL:

Executive Committee

Present:	Committee Members:	Cox, Gleason, Panknin
	Board Members:	Boland, Hubbs
Absent:	Committee Members:	None

Finance Committee

Present:	Committee Members:	Cox, Robinson, Smisek
Absent:	Committee Members:	Desmond, Young

Also Present: Jeffrey Woodson, Vice President, Administration; Breton K. Lobner, General Counsel; Tony R. Russell, Director, Corporate Services/Authority Clerk, Lorraine Bennett, Assistant Authority Clerk II

NON-AGENDA PUBLIC COMMENT - None.

NEW BUSINESS

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the November 26, 2012, regular meeting.

ACTION: Moved by Board Member Smisek and seconded by Board Member Cox to approve staff's recommendation. Motion carried unanimously.

FINANCE COMMITTEE NEW BUSINESS

2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE FIVE MONTHS ENDED NOVEMBER 30, 2012:

Vernon Evans, Vice President, Finance/Treasurer and Kathy Kiefer, Director, Accounting, provided a presentation on the Unaudited Financial Statements for the Five Months Ended November 30, 2012, which included; Operating Revenues for the Month Ended November 30, 2012, Financial Summary for the Month Ended November 30, 2012, Non-Operating Revenues and Expenses for the Month Ended November 30, 2012, Monthly Operating Revenue, Fiscal Year 2013, and Balance Sheets.

RECOMMENDATION: Receive the report.

3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF NOVEMBER 30, 2012:

Scott Brickner, Director, Financial Planning and Budget, provided a presentation on the Authority's Investment Report as of November 30, 2012, which included Total Portfolio Summary, Details of Security Holdings, Portfolio Investment Transactions, Bond Proceeds Summary, and Bond Proceeds Investment Transactions

RECOMMENDATION: Receive the report.

ACTION: Moved by Board Member Smisek and seconded by Board Member Robinson to approve staff's recommendation for Items 2 and 3. Motion carried unanimously, noting Board Members Desmond and Young as ABSENT.

EXECUTIVE COMMITTEE NEW BUSINESS

4. PRE-APPROVAL OF TRAVEL REQUESTS AND APPROVAL OF BUSINESS AND TRAVEL EXPENSE REIMBURSEMENT REQUESTS FOR BOARD MEMBERS, THE PRESIDENT/CEO, THE CHIEF AUDITOR AND GENERAL COUNSEL:

RECOMMENDATION: Pre-approve travel requests and approve business and travel expense reimbursement requests.

ACTION: Moved by Board Member Panknin and seconded by Board Member Cox to approve staff's recommendation. Motion carried unanimously.

REVIEW OF FUTURE AGENDAS

**5. REVIEW OF THE DRAFT AGENDA FOR THE JANUARY 10, 2013
SPECIAL BOARD MEETING:**

Jeffrey Woodson, Vice President, Administration, provided an overview of the draft agenda for the January 10, 2013 Special Board Meeting.

Mr. Woodson stated that Thella F. Bowens, President/CEO, would be the presenter for Item A, Airport Authority Talent Strategy Update Presentation. He also requested that Item 11, Grant A Site Lease to Grid Solar, LLC, be removed from the agenda and brought back at the February Board Meeting.

**6. REVIEW OF THE DRAFT AGENDA FOR THE JANUARY 10, 2013
AIRPORT LAND USE COMMISSION MEETING:**

Jeffrey Woodson, Vice President, Administration, provided an overview of the draft agenda for the January 10, 2013 Special Airport Land Use Commission Meeting.

ACTION: Moved by Board Member Panknin and seconded by Board Member Cox to approve Items 5 and 6 as amended. Motion carried unanimously.

COMMITTEE MEMBER COMMENTS

Board Member Cox reported on the recent luncheon and tour of the Green Build held for Legislators, and he thanked Authority staff for coordinating the event.

ADJOURNMENT

The meeting was adjourned at 9:26 a.m. The next meeting of the Executive and Finance Committee will be held on Monday, January 28, 2013 at 9:00 a.m. in the Board Room at the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.

APPROVED BY A MOTION OF THE EXECUTIVE COMMITTEE OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY THIS 28th DAY OF JANUARY, 2013.

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL