

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
EXECUTIVE AND FINANCE COMMITTEE MEETING  
MINUTES  
MONDAY, NOVEMBER 9, 2015  
SAN DIEGO INTERNATIONAL AIRPORT  
BOARD ROOM**

**CALL TO ORDER:**

Chair Gleason called the Executive and Finance Committee and Special Board meeting to order at 9:02 a.m., Monday, November 9, 2015, in the Board Room of the San Diego International Airport, Administration Building, 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: Gleason, Hubbs, Robinson

Board Members: Desmond

Absent: Committee Members: None

***Finance Committee***

Present: Committee Members: Alvarez, Boling, Cox, Janney, Sessom

Absent: Committee Members: None

Also Present: Angela Shafer-Payne, Vice President, Operations; Bret Lobner, General Counsel; Tony R. Russell, Director, Corporate and Information Governance/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 October 5, 2015, meeting.

**ACTION: Moved by Board Member Robinson and seconded by Board Member Hubbs to approve staff's recommendation. Motion carried unanimously.**

**FINANCE COMMITTEE NEW BUSINESS**

**2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2015:**

Scott Brickner, Vice President, Finance & Asset Management /Treasurer, and Kathy Kiefer, Senior Director, Finance & Asset Management, provided a presentation on the Unaudited Financial Statements for the Three Months Ended September 30, 2015, which included Gross Landing Weight Units, Enplanements, Car Rental License Fees, Food and Beverage Concessions Revenue, Retail Concessions Revenue, Parking Revenue, Operating Revenues for the Month Ended September 30, 2015, Operating Expenses for the Month Ended September 30, 2015, Financial Summary for the Month Ended September 30, 2015, Non-Operating Revenues & Expenses for the Month Ended September 30, 2015, Monthly Operating Revenue (Unaudited), Operating Revenues for the Three Months Ended September 30, 2015 (Unaudited), Monthly Operating Expenses (Unaudited), Operating Expenses for the Three Months Ended September 30, 2015 (Unaudited), Financial Summary for the Three Months Ended September 30, 2015 (Unaudited), Nonoperating Revenue and Expenses for the Three Months Ended September 30, 2015 (Unaudited), and Statements of Net Position (Unaudited),.

In response to Board Member Cox regarding the calculations for deferred pension contributions and deferred pension assets, Kathy Kiefer, Senior Director, Finance & Asset Management stated that this is the result of the new GASB 68, Accounting and Financial Reporting for Pensions requirements and that staff will provide more detailed information to the Board regarding these new requirements.

Chair Gleason requested that staff provide additional information to the Board regarding this report and how these numbers relate to the numbers reflected on the income statement.

**RECOMMENDATION:** Accept the report.

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

**3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF SEPTEMBER 30, 2015:**

Geoff Bryant, Manager, Airport Finance, provided a presentation on the Authority's Investment Report as of September 30, 2015, which included Total Portfolio Summary, Portfolio Composition by Security Type, Portfolio Composition by Credit Rating, Portfolio Composition by Maturity, Benchmark Comparison, Details of Security Holdings, Portfolio Investment Transactions, Bond Proceeds Summary, and Bond Proceeds Investment Transactions.

**RECOMMENDATION:** Accept the report.

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

**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 Robinson and seconded by Board Member Hubbs to approve staff's recommendation. Motion carried unanimously.

**REVIEW OF FUTURE AGENDAS**

**5. REVIEW OF THE DRAFT AGENDA FOR THE NOVEMBER 19, 2015, BOARD MEETING:**

Angela Shafer-Payne, Vice President, Operations, provided an overview of the draft agenda for the November 19, 2015 Board Meeting.

Bret Lobner, General Counsel, requested to add under the Consent Agenda an award of a labor and employment legal counsel contract. He also requested that an item be added under Closed Session regarding litigation.

Chair Gleason requested that Item 6 on the Consent Agenda, Policy 8.63, Privacy of Personal Information, be moved to New Business on the Agenda.

Board Member Alvarez requested that the Board receive the materials regarding Item 12, the Preferred Airport Development Plan Concept, as soon as possible.

In regards to Item 7, a contract to design integrated artwork for Palm Street Park, Board Member Sessom requested that staff provide details about the work that is being done by the Authority for this project in order for the Authority Board representatives to present the information to the SANDAG Transportation Committee at a future Meeting.

Chair Gleason requested that staff include the full report for the Palm Street Park Public Art Project that was presented at the October 21, 2015 Art Advisory Committee Meeting.

In regards to Item 6, Policy 8.63, Privacy of Personal Information, Board Member Sessom requested that staff provide information on how the Authority is collecting data and how it is being used.

In regards to Item 5, the 2016 Master Calendar of Board/Committee Meetings, Board Member Sessom proposed that all of the meetings be scheduled on a Thursday.

In regards to Item 12, the Preferred Airport Development Plan Concept, Board Member Cox asked whether the ability to move forward with the plan beyond selection of the preferred alternative and the environmental impact, is predicated on getting an increase in the Passenger Facility Charge (PFC), and whether the PFC increase would be sufficient.

Scott Brickner, Vice President, Finance & Asset Management /Treasurer, stated that at the November Board Meeting, staff will discuss the financing plan for the entire program and the Authority's funding capacity. In terms of the ability for the Authority to fund the entire program, he stated that revenue will be extremely important, whether it be in the form of PFC's, non-airline revenue increases, or negotiations with the airlines.

**6. REVIEW OF THE DRAFT AGENDA FOR THE NOVEMBER 19, 2015, AIRPORT LAND USE COMMISSION MEETING:**

Angela Shafer-Payne, Vice President, Operations, provided an overview of the draft agenda for the November 19, 2015 ALUC Meeting.

Ms. Shafer-Payne noted that with regards to Item 5, the title language would be revised to replace "Stadium" improvements with "Campus-wide" improvements.



Chair Gleason noted numerous communications received by the Authority regarding the NAS North Island ALUCP, and requested that staff respond to a recent letter received from the Hotel Del Coronado. He requested that staff provide an update on the NAS North Island ALUCP outreach plans at the December Board Meeting.

**ACTION: Moved by Board Member Robinson and seconded by Board Member Hubbs to approve Items 5 and 6 as amended. Motion carried unanimously.**


#### **COMMITTEE MEMBER COMMENTS**

Chair Gleason reported that he met with the Point Loma community groups to share information and aligned interests regarding issues related to the Metroplex project. He also stated that Authority staff continues its community outreach efforts on this matter. He stated that the Mayor of the City of San Diego has engaged in conversations with the FAA on the Metroplex project and other airport-related discussions.

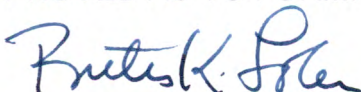
#### **ADJOURNMENT**

The meeting was adjourned at 9:50 a.m. The next meeting of the Executive and Finance Committee will be held on Monday, December 7, 2015, at 9:00 a.m. in the Board Room at the San Diego International Airport, Administration Building, 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 7<sup>th</sup> DAY OF DECEMBER, 2015.

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

APPROVED AS TO FORM:

  
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BRETON K. LOBNER  
GENERAL COUNSEL