

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## Board Members

C. April Boling  
Chairman

Greg Cox  
Jim Desmond  
Robert H. Gleason  
Jim Janney  
Mark Kersey  
Paul Robinson  
Michael Schumacher  
Mary Sessom

## BOARD AGENDA

Thursday, May 4, 2017  
9:00 A.M.

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

## Ex-Officio Board Members

Laurie Berman  
Eraina Ortega  
Col. Jason Woodworth

## President / CEO

Kimberly J. Becker

***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:**

**PRESENTATIONS:**

**A. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE NINE MONTHS ENDED MARCH 31, 2017:**

Presented by Kathy Kiefer, Senior Director, Finance and Asset Management

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

***STANDING BOARD COMMITTEES***

- **AUDIT COMMITTEE:**  
Committee Members: Gleason, Hollingworth, Robinson (Chair), Schumacher, Sessom, Tartre, Van Sambeek
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**  
Committee Members: Gleason, Janney (Chair), Kersey, Robinson
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**  
Committee Members: Boling, Cox, Desmond (Chair), Kersey, Schumacher
- **FINANCE COMMITTEE:**  
Committee Members: 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: Boling, Cox, Gleason (Primary), Robinson
- **WORLD TRADE CENTER:**  
Representatives: Gleason (Primary)

***BOARD REPRESENTATIVES (EXTERNAL)***

- **SANDAG TRANSPORTATION COMMITTEE:**  
Representatives: Boling (Alternate), Janney (Primary)

**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 1-10):**

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 meetings.

**RECOMMENDATION:** Approve the minutes of the March 10 and March 11, 2017 special meeting, March 27, 2017 special meeting and April 6, 2017 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 R. Russell, Director/Authority Clerk)**
- 3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM MARCH 13, 2017 THROUGH APRIL 9, 2017 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM MARCH 13, 2017 THROUGH APRIL 9, 2017:**  
The Board is requested to receive the report.  
RECOMMENDATION: Receive the report.  
**(Procurement: Jana Vargas, Director)**
- 4. MAY 2017 LEGISLATIVE REPORT:**  
The Board is requested to approve the report.  
RECOMMENDATION: Adopt Resolution No. 2017-0039, approving the May 2017 Legislative Report.  
**(Inter-Governmental Relations: Michael Kulis, Director)**
- 5. APPROVE THE FIVE-YEAR STRATEGIC PLAN:**  
The Board is requested to approve the plan.  
RECOMMENDATION: Adopt Resolution No. 2017-0040, approving the Five-Year Strategic Plan.  
**(Talent, Culture & Capability: Kurt Gering, Director)**

## **CLAIMS**

## **COMMITTEE RECOMMENDATIONS**

- 6. ACCEPTANCE OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE NINE MONTHS ENDED MARCH 31, 2017:**  
The Board is requested to accept the report.  
RECOMMENDATION: Accept the report.  
**(Finance and Asset Management: Kathy Kiefer, Senior Director)**
- 7. ACCEPTANCE OF THE AUTHORITY'S INVESTMENT REPORT FOR THE NINE MONTHS ENDED MARCH 31, 2017:**  
The Board is requested to accept the report.  
RECOMMENDATION: Accept the report.  
**(Finance and Asset Management: Kathy Kiefer, Senior Director)**

## **CONTRACTS AND AGREEMENTS**

**8. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A MEMORANDUM OF AGREEMENT WITH THE DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION:**

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2017-0041, approving and authorizing the President/CEO to execute a Memorandum of Agreement between the Department of Transportation Federal Aviation Administration (FAA) and the San Diego County Regional Airport Authority, for a reimbursable amount not-to-exceed \$619,500 to remove and replace the existing prototype Runway Status Lighting (RWSL) system with a new RWSL at San Diego International Airport.

**(Facilities Development: Iraj Ghaemi, Director)**

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

**9. AWARD A CONTRACT TO PRAVA CONSTRUCTION SERVICES, INC. FOR TERMINAL TWO EAST IMPROVEMENTS AT SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2017-0042, awarding a contract to Prava Construction Services, Inc. in the amount of \$3,699,322.94 for Project No. 104210, Terminal Two East Improvements at San Diego International Airport.

**(Facilities Development: Iraj Ghaemi, Director)**

**10. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO AWARD PURCHASE ORDERS TO PURCHASE IT EQUIPMENT AND SUPPLIES AS NEEDED FOR REPAIR AND MAINTENANCE:**

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2017-0043, approving and authorizing the President/CEO to award purchase orders to GovConnection, Insight Public Sector, Kambrian Corporation and Questivity Inc., for a term of three years and an option for one one-year extension period at the sole discretion of the President/CEO, in a combined amount not-to-exceed \$4,800,000 for the purchase of computer equipment, software, software licensing and maintenance, hardware maintenance, peripherals, and related services.

**(Information & Technology Services: Rick Belliotti, Director)**

## **PUBLIC HEARINGS:**

## **OLD BUSINESS:**

**NEW BUSINESS:**

**11. DISCUSSION AND POSSIBLE ACTION REGARDING ASSEMBLY BILL 805 AND ASSEMBLY BILL 1069:**

The Board is requested to discuss the Assembly bills.

RECOMMENDATION: Adopt Resolution No. 2017-0044, adopting a WATCH position on Assembly Bill 805.

Adopt Resolution No. 2017-0045, adopting a SUPPORT IF AMENDED position on Assembly Bill 1069.

**(Inter-Governmental Relations: Michael Kulis, Director)**

**CLOSED SESSION:**

**12. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)

Name of Case: GGTW LLC v San Diego County Regional Airport Authority, et al., San Diego Superior Court Case No. 37-2016-00032646-CU-BC-CTL

**13. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)

Name of Case: San Diego County Regional Airport Authority v. American Car Rental, Inc., San Diego Superior Court Case No. 37-2016-00024056-CL-BC-CTL

**14. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)

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

**15. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**

(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)

Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.

Number of potential cases: 1

**16. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**

(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)

The Receipt of a Government Claim from Cal-a-Vie Spa

Number of potential cases: 1

**17. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**

(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)

Navy Boat Channel Environmental Remediation

Number of potential cases: 1

- 18. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Number of potential cases: 2
- 19. CONFERENCE WITH LEGAL COUNSEL –ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
In re Seaport Airlines, Inc., U.S. Bankruptcy Court Case No. 16-30406-rld7  
Number of potential cases: 1
- 20. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal.Gov. Code §54956.9)  
Property: Concession leases (food & beverage) with Host, High Flying Foods and SSP  
The Receipt of a Government Claim from Juanita Robledo
- 21. CONFERENCE WITH REAL PROPERTY NEGOTIATORS AND WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Gov. Code §§54956.9(d)(e)(1) and 54954.5(b))  
Property: Concession leases (food & beverage) with Host, High Flying Foods and SSP  
Agency Negotiator: Scott Brickner, Kathy Kiefer and Eric Podnieks  
Negotiating Parties: Host, High Flying Foods San Diego Partnership, SSP America, Inc. and Stellar Partners, Inc.  
Under negotiation: rent (price and terms of payment), closure/conversion of locations, new concession buildout, ACDBE participation, lease compliance issues, claim by Host and close outs/permits.

**REPORT ON CLOSED SESSION:**

**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](http://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. 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> |
|-------------|------------|-------------|---------------------|-----------------|
| May 18      | Thursday   | 9:00 am     | Regular             | Board Room      |
| June 1      | Thursday   | 9:00 am     | Regular             | Board Room      |

Item A

# Review of the Unaudited Financial Statements for the Nine Months Ended March 31, 2017

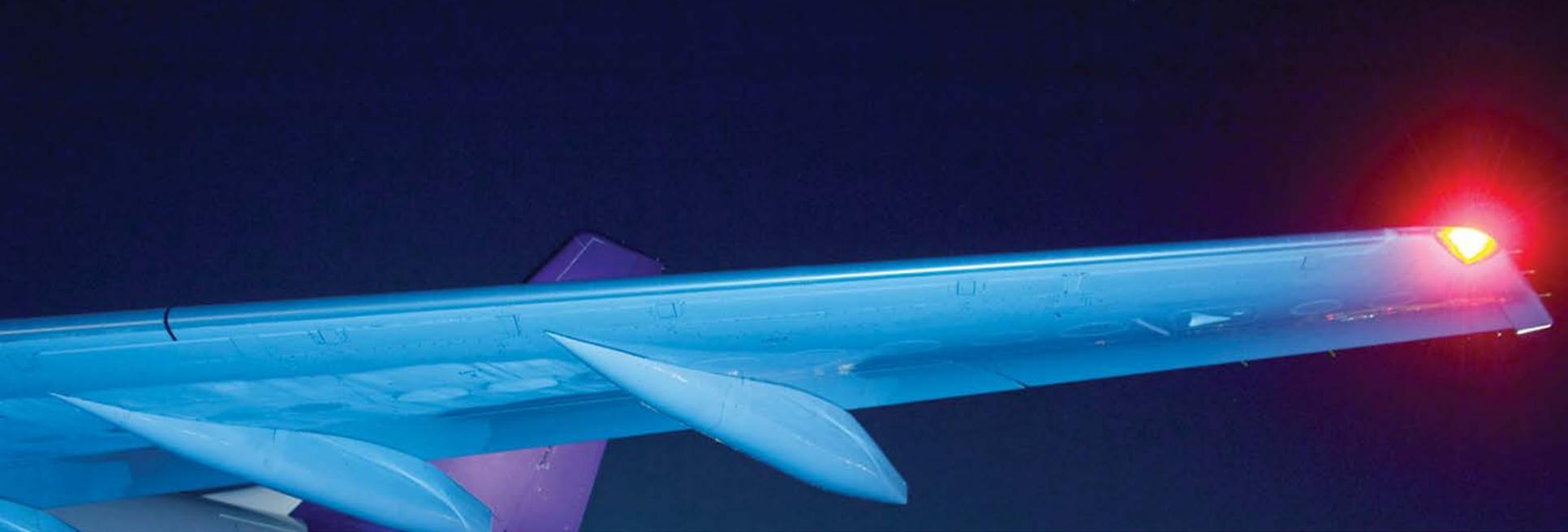


**SAN DIEGO**  
INTERNATIONAL AIRPORT

LET'S **GO.**

Presented by:  
Kathy Kiefer  
Senior Director, Finance & Asset Management

May 4, 2017

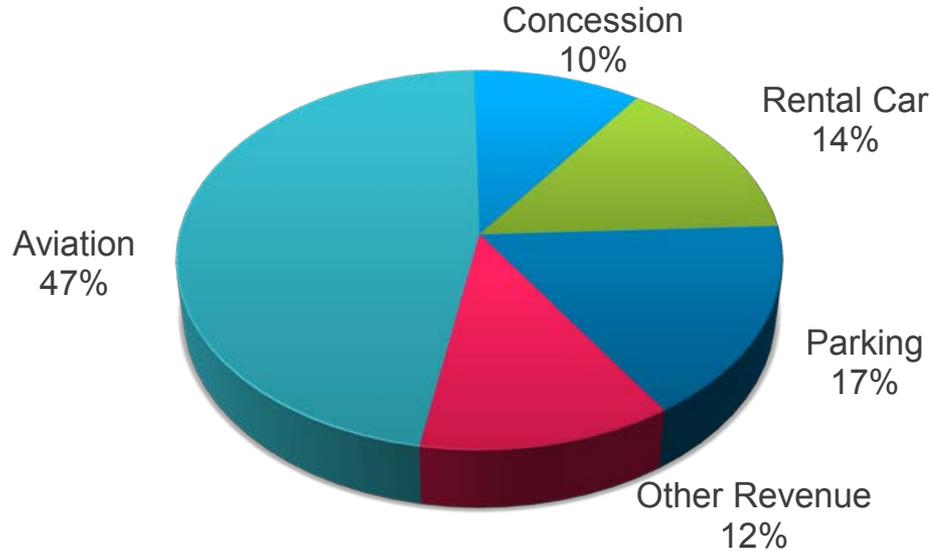


# Financial Performance for the Nine Months Ended March 31, 2017 (Unaudited)

# Operating Revenues

## Nine Months Ended March 31, 2017 (Unaudited)

### Actual Operating Revenues by Percentage

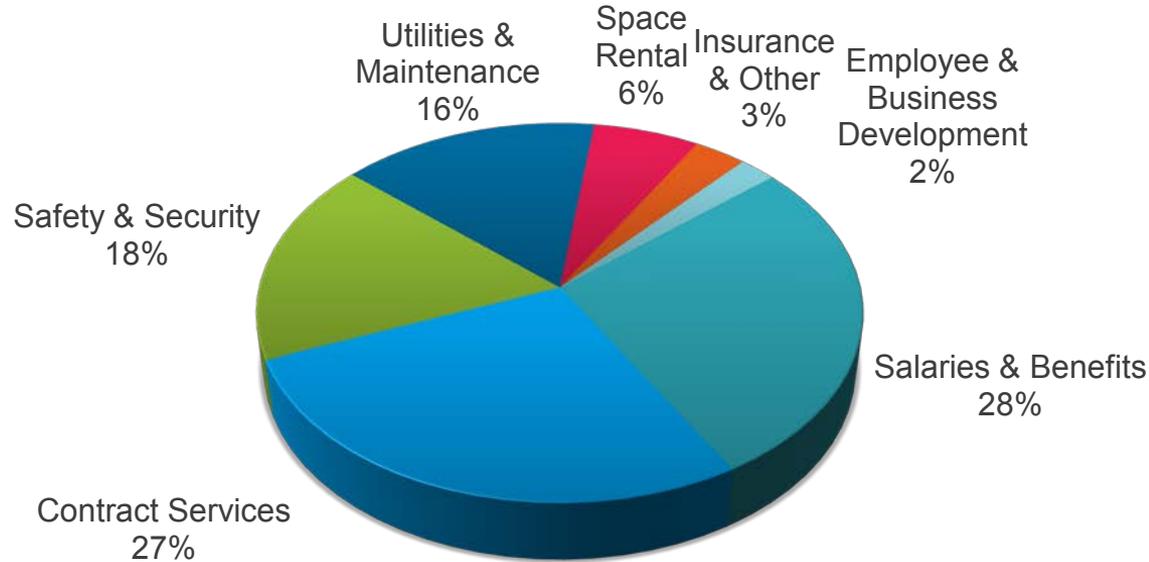


| (in \$000s) | <u>Aviation Revenue</u> | <u>Concession Revenue</u> | <u>Rental Car Revenue</u> | <u>Parking Revenue</u> | <u>Other Revenue</u> | <u>Total Operating Revenue</u> |
|-------------|-------------------------|---------------------------|---------------------------|------------------------|----------------------|--------------------------------|
| Prior Year  | \$ 82,536               | \$ 17,480                 | \$ 23,281                 | \$ 31,737              | \$ 16,046            | \$ 171,080                     |
| Budget      | 87,629                  | 17,586                    | 24,626                    | 30,548                 | 20,298               | 180,687                        |
| Actual      | 86,871                  | 18,904                    | 26,632                    | 30,620                 | 22,197               | 185,224                        |
| Variance    | \$ (758)                | \$ 1,318                  | \$ 2,006                  | \$ 72                  | \$ 1,899             | \$ 4,537                       |

# Operating Expenses

Nine Months Ended March 31, 2017 (Unaudited)

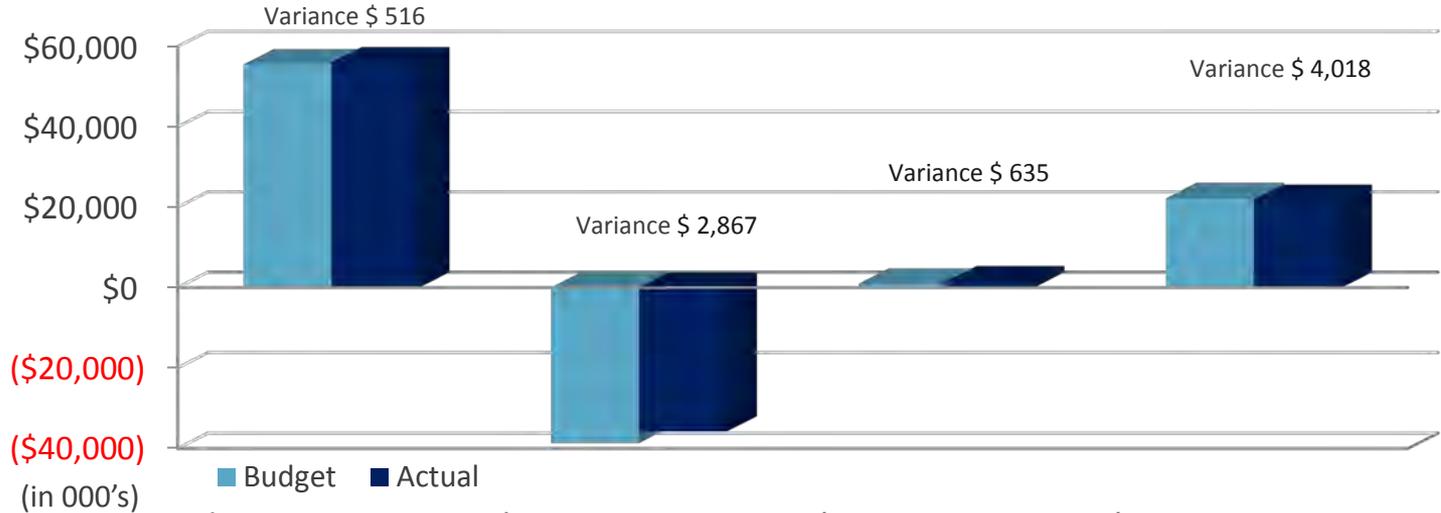
Actual Operating Expenses by percentage



| ( in \$000s) | Salaries & Benefits | Contract Services | Safety & Security | Utilities & Maintenance | Space Rental | Insurance & Other | Employee & Business Dev. | Total Operating Expenses |
|--------------|---------------------|-------------------|-------------------|-------------------------|--------------|-------------------|--------------------------|--------------------------|
| Prior Year   | \$ 32,098           | \$ 27,172         | \$ 19,561         | \$ 18,206               | \$ 7,760     | \$ 3,911          | \$ 2,579                 | \$ 111,287               |
| Budget       | 34,025              | 33,264            | 21,599            | 20,024                  | 7,644        | 4,054             | 2,813                    | 123,423                  |
| Actual       | 32,812              | 32,662            | 20,756            | 18,561                  | 7,642        | 3,771             | 2,625                    | 118,829                  |
| Variance     | \$ 1,213            | \$ 602            | \$ 843            | \$ 1,463                | \$ 2         | \$ 283            | \$ 188                   | \$ 4,594                 |

# Non-operating Revenue & Expenses

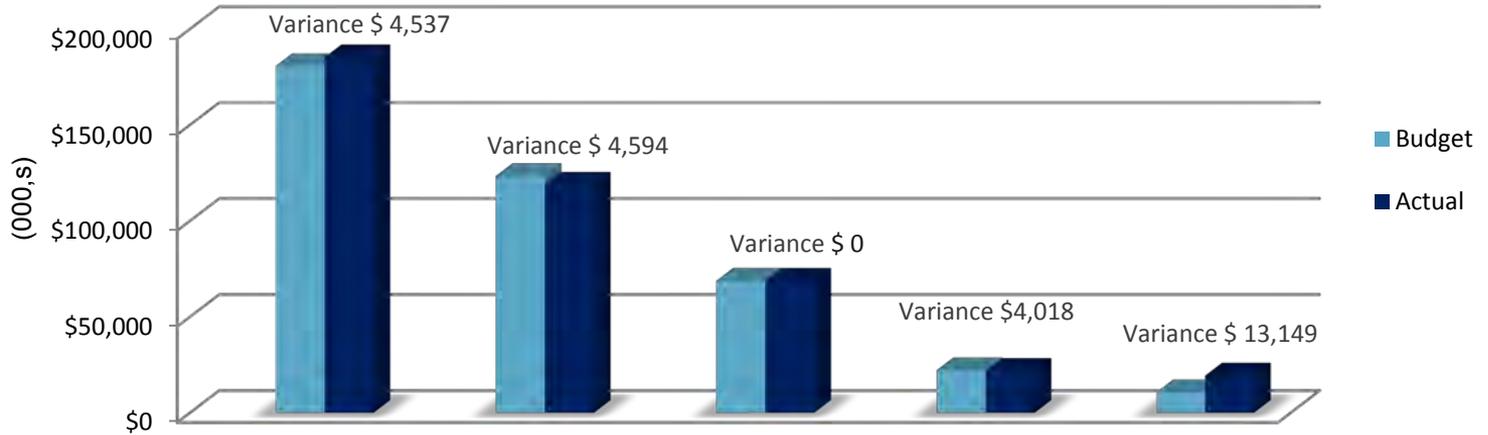
Nine Months Ended March 31, 2017 (Unaudited)



| (in 000's) | Passenger Facility Charge, Customer Facility Charge, & Quieter Home Program | Interest expense, interest income, & other non-operating revenue | Capital grant contributions | Total non-operating revenue, (net) |
|------------|---|--|-----------------------------|------------------------------------|
| Prior Year | \$ 51,990   | \$ (31,663)  | \$ 10,298                   | \$ 30,625                          |
| Budget     | 55,525  | (38,661)   | 901                         | 17,765                             |
| Actual     | 56,041  | (35,794)   | 1,536                       | 21,783                             |
| Variance   | \$ 516  | \$ 2,867   | \$ 635                      | \$ 4,018                           |

# Financial Summary

Nine Months Ended March 31, 2017 (Unaudited)

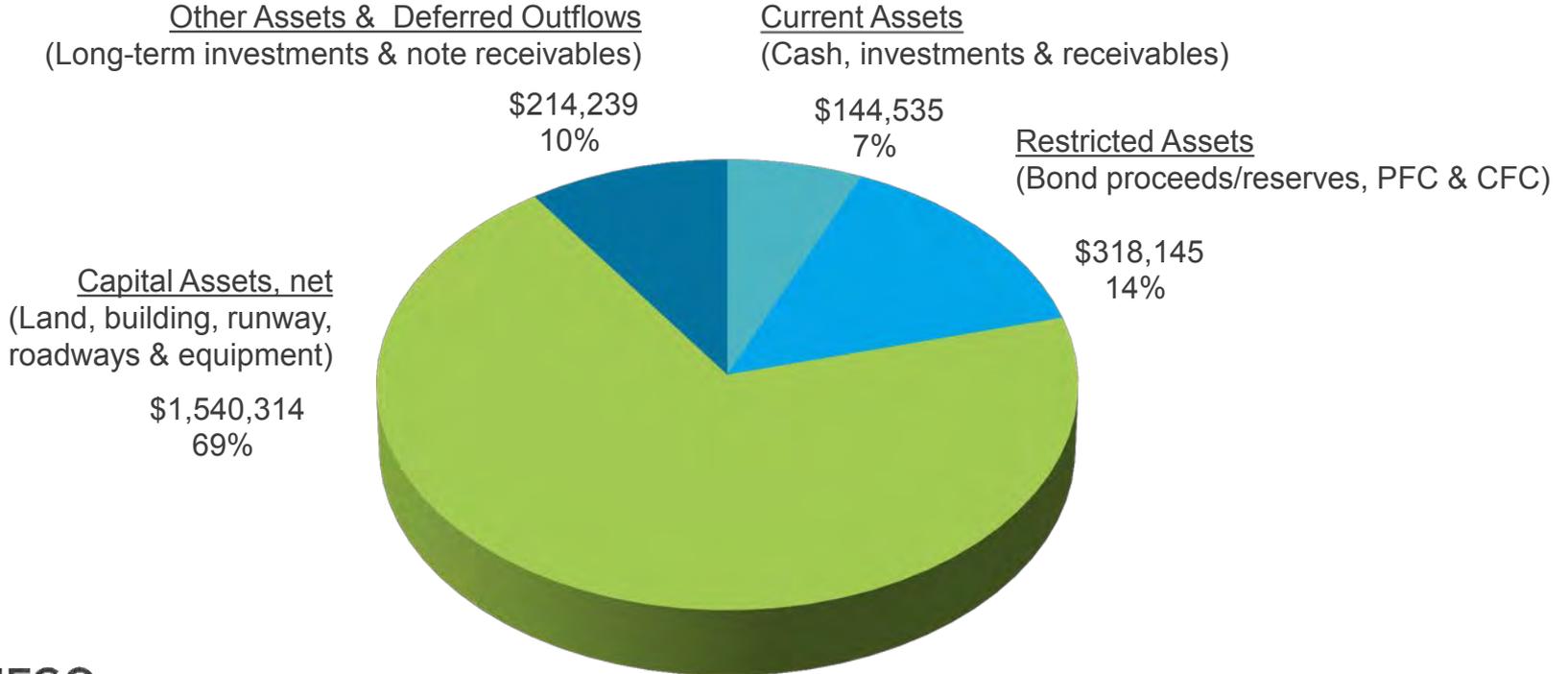


| (\$000s)   | Total operating revenues | Total operating expenses | Depreciation | Total non-operating revenues, (net) | Net Position |
|------------|--------------------------|--------------------------|--------------|-------------------------------------|--------------|
| Prior Year | \$ 171,080               | \$ 111,287               | \$ 61,546    | \$ 30,625                           | \$ 28,872    |
| Budget     | 180,687                  | 123,423                  | 68,783       | 17,765                              | 6,246        |
| Actual     | 185,224                  | 118,829                  | 68,783       | 21,783                              | 19,395       |
| Variance   | \$ 4,537                 | \$ 4,594                 | \$ 0         | \$ 4,018                            | \$ 13,149    |

# Statement of Net Position as of March 31, 2017 (Unaudited)

## Assets (000's)

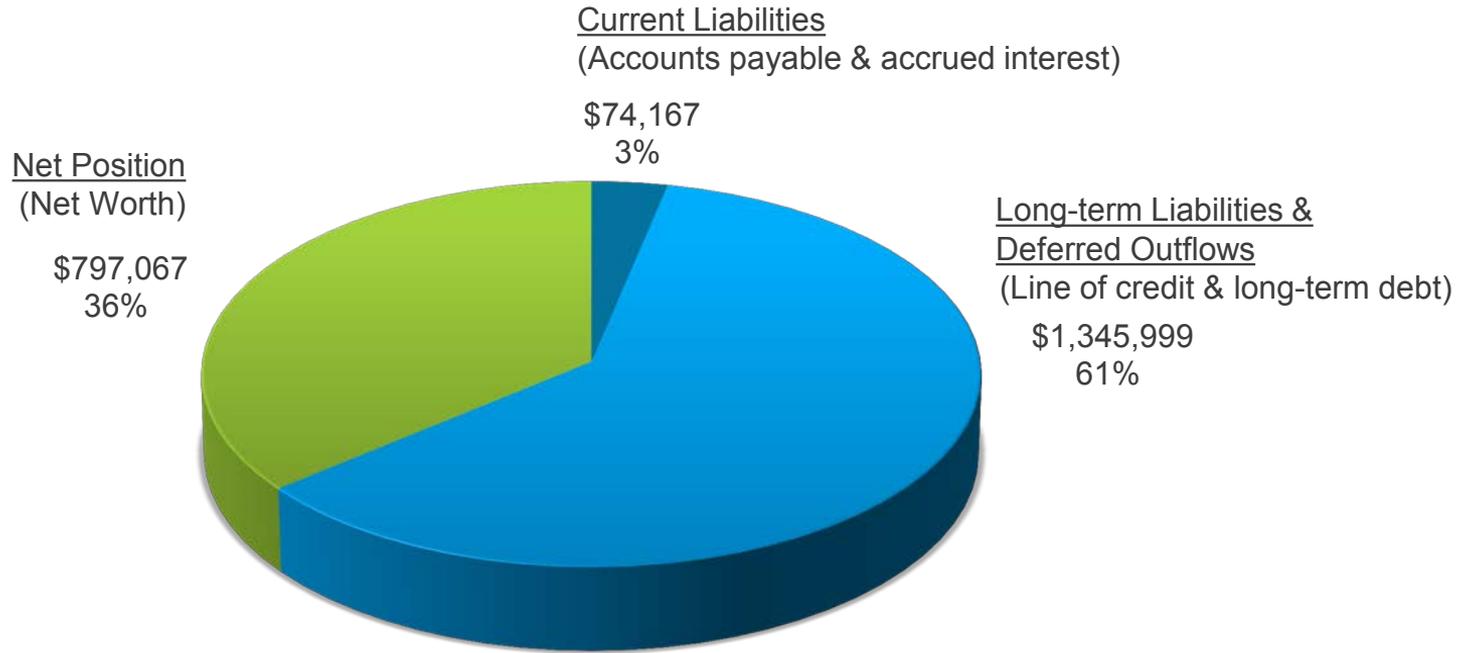
Total: \$2,217,233



# Statement of Net Position as of March 31, 2017 (unaudited)

## Liabilities & Net Position (000's)

Total: \$2,217,233





Questions?



**DRAFT  
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD  
MINUTES  
FRIDAY, MARCH 10, 2017 AND SATURDAY, MARCH 11, 2017  
SAN DIEGO INTERNATIONAL AIRPORT  
ORVILLE AND WILBUR WRIGHT CONFERENCE ROOM**

**CALL TO ORDER:**

Chairman Boling called the special meeting of the San Diego County Regional Airport Authority Board to order at 10:05 A.M., on Friday, March 10, 2017, in the Orville and Wilbur Wright Conference Room at the San Diego International Airport, 3225 N. Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

PRESENT: Board Members: Boling, Cox, Desmond, Gleason, Janney, Kersey, Schumacher, Sessom

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

ALSO PRESENT: Thella F. Bowens, President/CEO; Amy Gonzalez, General Counsel; Tony R. Russell, Director, Corporate & Information Governance/ Authority Clerk

**BOARD WORKSHOP:**

Trudy Sopp, Ph.D., Co-Director, the Centre for Organization Effectiveness, provided an overview of the agenda and ground rules for the retreat.

**1. DISCUSSION REGARDING THE AUTHORITY'S VISION, MISSION, VALUES AND INITIATIVES:**

Gary Magenta, Senior Vice President, Root, Inc. facilitated a discussion regarding the Authority's Vision, Mission, Values and Initiatives which included a recap of the Vision and Values; and Decision Matrix: Roles/Responsibility.

**2. INDUSTRY UPDATE AND DISCUSSION:**

Stephen D. Van Beek, Ph.D., Director & Head of North American Aviation, Steer Davies Gleave provided a presentation on Making Sense of a Dynamic Aviation Industry which included the State of the Industry; San Diego's Place within the Aviation Industry; Commercial Airlines Remain Competitive and Dynamic; Aviation Policy Takes Center Stage; Cool New Trends in the Airport Industry; and A Guide to 2017-2018: My Scorecard for San Diego.

**3. REVIEW OF THE AUTHORITY'S FIVE YEAR STRATEGIC FRAMEWORK:**

Thella F. Bowens, President/CEO; and Gary Magenta, Senior Vice President, Root, Inc. facilitated a discussion on the Authority's Five Year Strategic Framework which included the Current and Future State Development.

***The Board adjourned the meeting at 3:06 p.m. to Saturday, March 11, 2017 at 8:30 a.m.***

***The Board reconvened at 8:34 a.m. on Saturday, March 11, 2017. Board Members Berman (Ex Officio), Ortega (Ex Officio) Robinson and Woodworth (Ex Officio) were ABSENT. Lee Kaminetz, Director, Counsel Services attended in place of Amy Gonzalez, General Counsel.***

**4. REVIEW OF THE AUTHORITY'S FIVE YEAR STRATEGIC FRAMEWORK (Continued):**

Thella F. Bowens, President/CEO; and Gary Magenta, Senior Vice President, Root, Inc. continued the discussion on the Authority's Five Year Strategic Framework which included the Five Year Strategic Plan Goals and Priorities and the Strategic Framework for the 2022 Plan.

The Board concurred to revisit the revision to the Strategic Framework at a future Board Meeting.

**5. REVIEW OF THE BOARD WORK PLAN:**

This item was not heard.

**CLOSED SESSION:** The Board recessed into closed session 12:00 P.M. to discuss Item 6.

**6. PUBLIC EMPLOYEE APPOINTMENT:**

Cal. Gov. Code §54957

Title: President/Chief Executive Officer

**REPORT ON CLOSED SESSION:** The meeting was adjourned out of closed session at 12:55 P.M.

**BOARD COMMENT:** None.

**ADJOURNMENT:** The meeting was adjourned at 12:55 P.M.

APPROVED BY A MOTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY THIS 4<sup>th</sup> DAY OF MAY, 2017.

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

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

**DRAFT  
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
SPECIAL BOARD AND  
EXECUTIVE AND FINANCE COMMITTEE MEETING MINUTES  
MONDAY, MARCH 27, 2017  
BOARD ROOM**

**CALL TO ORDER:** Chairman Boling called the Special Board and Executive and Finance Committee Meeting to order at 9:01 a.m., on Monday, March 27, 2017, 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 Desmond led the pledge of allegiance.

**ROLL CALL:**

***Board***

Present: Board Members: Boling (Chairman), Cox, Desmond, Gleason, Janney, Robinson, Schumacher, Sessom

Absent: Board Members: Berman (Ex-Officio), Kersey, Ortega (Ex-Officio), Woodworth (Ex-Officio)

***Executive Committee***

Present: Committee Members: Boling (Chairman), Janney, Robinson

Absent: Committee Members: None

***Finance Committee***

Present: Committee Members: Boling (Chairman), Cox, Janney, Sessom

Absent: Committee Members: None

*Board Member Sessom arrived during the course of the meeting.*

**NON-AGENDA PUBLIC COMMENT:** None.

**NEW BUSINESS:**

1. **APPROVAL OF MINUTES:**  
RECOMMENDATION: Approve the minutes of the February 21, 2017 regular meeting.

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

***FINANCE COMMITTEE***

**NEW BUSINESS:**

- 2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 2017:**  
Scott Brickner, VP, Financial and Asset Management/Treasurer; and Kathy Kiefer, Senior Director, Finance and Asset Management provided a presentation on the Unaudited Financial Statements for the Eight Months Ended February 28, 2017, which included Gross Landing Weight Units, Enplanements, Car Rental License Fees, Food and Beverage Concessions Revenue, Retail Concessions Revenue, Total Terminal Concessions, Parking Revenue, Operating Revenues for the Month Ended February 28, 2017, Operating Expenses for the Month Ended February 28, 2017, Financial Summary for the Month Ended February 28, 2017, Nonoperating Revenues & Expenses for the Month Ended February 28, 2017, Operating Revenues for the Eight Months Ended February 28, 2017, Operating Expenses for the Eight Months Ended February 28, 2017, Financial Summary for the Eight Months Ended February 28, 2017, Nonoperating Revenues & Expenses for the Eight Months Ended February 28, 2017, and Statements of Net Position.
- 3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF FEBRUARY 28, 2017:**  
Geoff Bryant, Manager, Airport Finance, provided a presentation on the Authority's Investment Report as of February 28, 2017 which included Total Portfolio Summary, Portfolio Composition by Security Type, Portfolio Composition by Credit Rating, Portfolio Composition by Maturity, Benchmark Comparison, Detail of Security Holdings, Portfolio Investment Transactions, Bond Proceeds Summary, and Bond Proceeds Investment Transactions.
- 4. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH FRASCA & ASSOCIATES, LLC FOR FINANCIAL ADVISORY SERVICES:**  
John Dillon, Director, Financial Management, provided a presentation on the Approval and Authorization of the President/CEO to Execute an Agreement with Frasca & Associates, LLC for Financial Advisory Services which included Background, Selection Criteria, Request for Proposal Results and Recommendation.

RECOMMENDATION: Forward this item to the Board for approval.

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

**5. AUTHORIZATION OF A SUBORDINATE REVOLVING DRAWDOWN BOND PROGRAM WITH RBC CAPITAL MARKETS, LLC OF UP TO \$100,000,000 AND AN EXTENSION OF AN AMENDMENT TO THE EXISTING US BANK \$125,000,000 REVOLVING CREDIT AGREEMENT:**

Board Member Gleason announced that he is recusing himself from this item because he has a deep business banking relationship with City National Bank, an affiliate of one of these institutions.

Board Member Gleason left the dais.

John Dillon, Director, Financial Management provided a presentation on Revolving Credit Variable Rate Program which included Rational for a Short-term Variable Rate Debt Program, Authority's Existing Revolving Line of Credit, Variable Debt Capacity Requirements, Request for Proposal Results, Revolving Drawdown Bonds, Documents, and Recommendation.

RECOMMENDATION: Forward this item to the Board for approval.

**ACTION: Moved by Board Member Cox and seconded by Board Member Schumacher to approve staff's recommendation. Motion carried unanimously, noting Board Member Gleason's Recusal and Board Member Sessom as ABSENT.**

Board Member Gleason returned to the dais.

***EXECUTIVE COMMITTEE***

**NEW BUSINESS:**

**6. 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 Janney to approve staff's recommendation. Motion carried unanimously.**

**REVIEW OF FUTURE AGENDAS:**

**7. REVIEW OF THE DRAFT AGENDA FOR THE APRIL 6, 2017 BOARD MEETING:**

Thella F. Bowens, President/CEO provided an overview of the draft agenda for the April 6, 2017 Board Meeting.

Chairman Boling requested that Item 4, April Legislative Report, be moved to "New Business" and that the Board receive an update.

In response to Board Member Desmond regarding the status of the response to the letter sent by the Hotel Del Coronado, Thella Bowens, President/CEO, stated that staff is working with Board Member Janney to respond to the letter.

**8. REVIEW OF THE DRAFT AGENDA FOR THE APRIL 6, 2017 AIRPORT LAND USE COMMISSION MEETING:**

Thella F. Bowens, President/CEO provided an overview of the draft agenda for the April 6, 2017 ALUC Meeting.

**CLOSED SESSION:** The Board recessed into Closed Session to discuss Items 11 and 12 at 9:48 a.m.

*Board Member Sessom arrived at 10:20 a.m.*

- 11. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(d)(2))  
Re: Navy Boat Channel  
Number of potential cases: 1

- 12. PUBLIC EMPLOYEE APPOINTMENT:**  
Cal. Gov. Code §54957  
Title: President/Chief Executive Officer

**REPORT ON CLOSED SESSION:** The Board reconvened into Open Session at 10:21 a.m. In regards to Item 11, Amy Gonzalez, General Counsel reported that the Board provided direction to staff.

***BOARD***

Chairman Boling recognized Thella Bowen's for her service to the Authority.

**NEW BUSINESS:**

**10. APPOINTMENT OF THE PRESIDENT & CEO AND AUTHORIZATION TO NEGOTIATE A CONTRACT:**

Chairman Boling reported that the Board wishes to appoint Kimberly Becker as President/CEO beginning May 1, 2017 for a period of 3 years and 2 months with the option to renew contract for two 1-year periods and automatic renewal on June 30<sup>th</sup> at the end of each contract term without any action by either party unless notice is given 6 months prior to termination date of intent not to renew; that the base salary of \$280,000 would be adjusted on July 1 of each year except July 1, 2017 based on the percentage increase in CPI; that no single increase shall exceed 5%; that the Board may award a discretionary bonus up to 10% of

base salary in any 12 month period and that senior executive standard benefits apply which include, car allowance of \$750 per month, participation in SDCERS retirement plan and 8.5% Authority contribution, 401(a) deferred compensation Authority contribution of \$5,000 per year, paid time off, health and life insurance, holidays, and other fringe benefits; that the employment is “at will,” and that if termination is not “for cause” or the Executive terminates employment for “good reason”, Executive will receive upon execution of a mutually agreeable release, a severance equal to the lesser of (a) 1 year of base salary or (b) the number of months of the then-remaining term; that temporary housing would be provided for 3 months, supported by receipts and not to exceed \$15,000; that any extension would need to be approved by the Board; and that actual relocation expenses are not to exceed \$8,000 and are to be supported by receipts.

RECOMMENDATION: Adopt Resolution No. 2017-0023, appointing the President/CEO and authorizing the General Counsel to negotiate an employment contract.

**ACTION: Moved by Chairman Boling and seconded by Board Member Robinson to approve the appointment of Kimberly Becker as President/CEO of the San Diego County Regional Airport Authority; authorizing preparation of contract substantially in accordance with the proposed terms above; authorizing the General Counsel and outside counsel to prepare employment agreement and approve as to legal form; and authorizing the Chairman of the Board to execute the contract on behalf of the Authority. Motion carried by the following Vote: YES – Boling, Cox, Desmond, Gleason, Janney, Robinson, Schumacher; Sessom; NO – None; ABSENT – Kersey (Weighted Vote Points: YES – 87; NO – 0; ABSENT – 13).**

Chairman Boling introduced Kimberly Becker as the new President/CEO. Ms. Becker thanked the Board, and commended Ms. Bowens for her leadership at the Airport and in the industry. She stated that she is looking forward to working with and getting to know the staff and recognized them for their reputation for innovation.

**9. APPOINTMENT OF AN INTERIM PRESIDENT/CEO:**

Chairman Boling reported that during the period of time between Thella F. Bowens’ departure and the arrival of Kimberly Becker, the new President/CEO, the Board believes it is in the best interest of the Authority for Angela Shafer-Payne to act as the President/CEO. She stated that Ms. Shafer-Payne has served in the role of Vice President of Operations of the Airport Authority since its inception in 2003 and that prior to 2003, she served in the Aviation Division of the San Diego Unified Port District (“Port”) when the Airport was operated by the Port. She also stated that Ms. Shafer-Payne is eminently qualified to serve in the role of Interim President/CEO until Ms. Becker begins her term as President/CEO.

Chairman Boling stated the terms of the appointment begins April 1, 2017 and ends May 1, 2017 with all of the powers and duties of the President/CEO as set forth in Authority Policy 1.40 and adopted Board resolutions; that a temporary increase in Ms. Shafer-Payne's salary be made while she serves as the Interim President/CEO to a total sum of \$276,596 which shall begin on April 1, 2017 and shall revert to her current salary for her position as the Authority's Vice President of Operations on May 1, 2017.

KAMRAN HAMIDI, SAN DIEGO, spoke regarding needed Taxi and TNC operational improvements at the Airport.

RECOMMENDATION: Adopt Resolution No. 2017-0022, appointing an interim President /CEO.

**ACTION: Moved by Chairman Boling and seconded by Board Member Gleason to approve the appointment of Angela Shafer-Payne as Interim President/CEO of the San Diego County Regional Airport Authority under the terms outlined above. Motion carried by the following Vote: YES – Boling, Cox, Desmond, Gleason, Janney, Robinson, Schumacher; Sessom; NO – None; ABSENT – Kersey (Weighted Vote Points: YES – 87; NO – 0; ABSENT – 13).**

**BOARD AND COMMITTEE MEMBER COMMENTS:** None.

**ADJOURNMENT:** The meeting was adjourned at 10:43 a.m.

APPROVED BY A MOTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY THIS 4<sup>th</sup> DAY OF MAY, 2017.

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

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

**DRAFT**  
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD**  
**MINUTES**  
**THURSDAY, APRIL 6, 2017**  
**SAN DIEGO INTERNATIONAL AIRPORT**  
**BOARD ROOM**

**CALL TO ORDER:** Chairman Boling called the regular meeting of the San Diego County Regional Airport Authority to order at 9:01 a.m. on Thursday, April 6, 2017, in the Board Room at the San Diego International Airport, Administration Building, 3225 North Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:** Board Member Berman (Ex Officio) led the Pledge of Allegiance.

**ROLL CALL:**

PRESENT: Board Members: Berman (Ex Officio), Boling, Cox, Desmond, Gleason, Janney, Kersey, Robinson, Sessom,

ABSENT: Board Members: Ortega (Ex Officio), Schumacher, Woodworth (Ex Officio)

ALSO PRESENT: Angela Shafer-Payne, Interim President/CEO; Amy Gonzalez, General Counsel; Tony R. Russell, Director, Corporate and Information Governance/Authority Clerk; Martha Morales, Assistant Authority Clerk I

*Board Member Kersey arrived during the course of the meeting.*

**PRESENTATIONS:**

**A. ART PROGRAM POLICY 8.50:**

Chris Chalupsky, Senior Manager, Vision, Voice, and Engagement; and Lauren Lockhart, Arts Program Manager, Vision, Voice, and Engagement provided a presentation on the Art Program Policy 8.50 which included The Arts Program at SAN, Airport Art Master Plan Process & Purpose, Master Plan Public Art Focus, Master Plan Guidelines for Gifts & Loans of Artwork, Green Build Public Art, Art Advisory Committee, 8.50 Policy Process & Evaluation Criteria Gifts & Loans of Artwork, Public Art Program Survey, and Looking Ahead.

Board Member Sessom stated if the Board has negative pushback on the policy in the future that perhaps the Board should weigh-in in support of the President/CEO'S decision to reject certain pieces of artwork. She stated that she would hope that the President/CEO would feel that they could bring them to the Board, not to change the policy, but to acknowledge the policy and that the Board wants to support its policy.

Board Member Cox stated that there should be a provision in the policy that allows the Board, if 3 or more Board Members express an interest, to review gifts and possibly come to a different conclusion. He expressed his agreement that a policy shouldn't be made for one issue or one piece of art. He requested that the Policy be brought back for review and possible amendment.

Board Member Gleason objected to the proposed amendment. He stated that our policy was developed with the help of outside consultants based on best practices and is consistently seen as the best in class art programs. He stated that he believes that the program is successful because politics and influence does not play a role in what we are presenting at the Airport. He stated that an amendment to the policy to allow that kind of intervention would be a really bad precedent. He suggested that the Board look at this issue during the Art Master Planning process and tackle this issue at a more appropriate time.

Board Member Robinson stated that the Board needs to weigh-in on occasion, on the President/CEO's decision on proposed donations.

Board Member Boling stated that there needs to be a clear line between the responsibilities of the Board and staff. She stated that the Board is in the business of setting policy and allowing staff to execute. She expressed concern with the precedence this sets. She stated that this item will be brought back to the Board within the next few months for possible action.

Board Member Sessom suggested that Authority Codes and Policies be periodically reviewed.

*Board Member Kersey arrived at 9:16 a.m.*

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

### ***STANDING BOARD COMMITTEES***

- **AUDIT COMMITTEE:** None.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**  
Board Member Janney reported that the next meeting is scheduled for April 20, 2017 and that the Committee will be reviewing the 2018-2022 Capital Improvement Program.
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:** None.
- **FINANCE COMMITTEE:**  
Chairman Boling reported that on March 27, 2017 in depth presentations were made on the Financial Statements and Investments.

## **ADVISORY COMMITTEES**

- **AUTHORITY ADVISORY COMMITTEE:** None.
- **ART ADVISORY COMMITTEE:**  
Board Member Gleason reported that the ongoing concert series at Sunset Cove has continued every Friday from 11:30 a.m. to 1:30 p.m. and this month's third Thursday concert series will feature Rumba Music by Gypsy Fiesta on April 20, 2017 at 11:30 a.m.; and that the Performing Arts Residency, transceDANCE, will be premiering on April 26, 2017 at 9:30 a.m. in the Terminal 2 West baggage claim area. He also reported that there is an Item on today's agenda to extend the term for the installation of the last public art project in the Rental Car Center due to a number of fabrication delays outside of their control; and that the Palm Street Observation project went out for public bid, but that the bids submitted came back much higher than the budget; and that the artist and design teams are working through the value engineering process for that site and staff is also researching potential private sponsorship options or other creative options to figure out how to build the project that was originally set forth. He also reported that there are two contracts for the FIS on today's agenda; and that the Arts program is partnering with Switch Foot, Grammy winning musicians, at Surf and Arts Festival in Encinitas for public outreach about the Art program.

## **LIAISONS**

- **AIRPORT LAND USE COMPATIBILITY PLAN:**  
Board Member Janney reported that he attended a meeting with Authority staff, City of Coronado, and Hotel Del Coronado and that the meeting went well.
- **CALTRANS:** None.
- **INTER-GOVERNMENTAL AFFAIRS:**  
Board Member Cox reported that the United States Senate will be considering President Trump's nomination of Kenneth McAleenan for Commissioner of Customs and Border Protection; that the Authority's Legislative team conducted meetings with staff from the offices of Representative Scott Peters and Duncan Hunter during the recent Airport Industry Washington Legislative Conference.
- **MILITARY AFFAIRS:** None.
- **PORT:** None.
- **WORLD TRADE CENTER:**  
Board Member Gleason reported that on March 29, 2017 the Regional Economic Development Corporation provided an update on the Work Plan for 2017.

## **BOARD REPRESENTATIVES (EXTERNAL)**

- **SANDAG TRANSPORTATION COMMITTEE:** None.

**CHAIR'S REPORT:** Chairman Boling reported that the Airport Authority joined Duty Free Partners for the official ribbon cutting ceremony for the first ever MAC Cosmetic kiosk located post security in Terminal 2 West; and that on March 28, 2017, representatives from Swiss Tourism, Lufthansa Group, and Edelweiss Airlines provided a briefing to Media and Tourism Partners about upcoming service to Zurich that begins June 9, 2017. She also reported that the President/CEO, Kimberly J. Becker, starts May 1, 2017.

**PRESIDENT/CEO'S REPORT:** Angela Shafer-Payne, Interim President/CEO, reported that Condor Airlines inaugural flight is less than a month away, and that press and gate events will be scheduled on May 2, 2017. She reported that the Federal Inspection Services Facility (FIS) is moving forward and that gates will be taken down towards the end of May as part of the demolition work; that the Terminal 2 West loading dock area, Shipley Media Center, and Carousel 8 are expected to close beginning April 8, 2017, and that Finance staff is working on a detailed funding schedule for the project which includes issuing general airport revenue bonds. She reported that the Board Chairman, Authority staff, staff from the City's Development Services Division and the Mayor's Chief of Staff met on April 10, 2017 to discuss the permits necessary and the timing of the FIS. She also reported that the first phase of this project includes four gates and a passenger processing facility scheduled to be operational in June 2018 and that phase two, to include two additional gates, is scheduled to be operational in June 2019. She reported that a new concessions promotion kicked off on March 20, 2017 and that the grand prize is round trip airfare for two, an \$800 voucher from Hotels.com, three days of complimentary valet parking, \$500 SAN shopping spree, and \$100 to spend in SAN restaurants for pre-flight meals; and that entrants are asked to provide information regarding their parking behavior. She also reported that a new SDIA exhibit opened at the Air and Space Museum on April 1, 2017.

In response to Board Member Sessom regarding what personal information will be collected during the concessions promotion events and how it would be shared, Diana Lucero, Director, Vision, Voice, and Engagement stated that she would confirm and inform the Board on the potential personal information being collected and shared.

**NON-AGENDA PUBLIC COMMENT:**

GILLIAN ACKLAND, LA JOLLA, expressed concern about airport noise in her La Jolla neighborhood due to arrivals and departures at low altitude.

BEATRICE PARDO, LA JOLLA, expressed concern about airport noise in her La Jolla neighborhood and spoke regarding a letter the SDCRAA sent to the Federal Aviation Administration (FAA) in regards to the SoCal Metroplex.

Board Member Cox questioned if a response had been received from the Federal Aviation Administration as requested in our September 2015 letter.

Board Member Boling requested that Staff investigate whether the final phase of the SoCal Metroplex was fully implemented and to provide a follow up report to the Board.

In response to Board Member Sessom's question regarding whether Phoenix Sky Harbor sued the FAA over the Metroplex, Amy Gonzalez, General Counsel, stated that she will provide a memo to the Board regarding all litigation on the Metroplex.

Board Member Gleason stated that he would like to understand the noise information for La Jolla to include the altitude.

**CONSENT AGENDA (Items 1-18):**

**ACTION: Moved by Board Member Robinson and seconded by Board Member Kersey to approve the Consent Agenda, noting Board Member Gleason's ABSTENTION on Item 8. Motion carried by the following Vote: YES – Boling, Cox, Desmond, Gleason, Janney, Kersey, Robinson, Sessom; NO – None; ABSENT – Schumacher (Weighted Vote Points: YES – 88; NO – 0; ABSENT – 12).**

**1. APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the March 2, 2017 regular meeting and March 20, 2017 special 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 FEBRUARY 6, 2017 THROUGH MARCH 12, 2017 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM FEBRUARY 6, 2017 THROUGH MARCH 12, 2017:**

RECOMMENDATION: Receive the report.

***CLAIMS***

**4. REJECT THE CLAIM OF AMANDA JOHNSON:**

RECOMMENDATION: Adopt Resolution No. 2017-0025, rejecting the claim of Amanda Johnson.

**5. REJECT THE CLAIM OF AUDRA MARKMAN:**

RECOMMENDATION: Adopt Resolution No. 2017-0026, rejecting the claim of Audra Markman.

- 6. REJECT THE CLAIM OF CAL-A-VIE SPA:**  
RECOMMENDATION: Adopt Resolution No. 2017-0027, rejecting the claim of Cal-a-Vie Spa.

***COMMITTEE RECOMMENDATIONS***

- 7. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH FRASCA & ASSOCIATES, LLC FOR FINANCIAL ADVISORY SERVICES:**  
RECOMMENDATION: The Finance Committee recommends that the Board adopt Resolution No. 2017-0028, approving and authorizing the President/CEO to execute an agreement for Financial Advisory Services with Frasca & Associates LLC for a term of three (3) years with two (2) one-year options to extend the term with a maximum amount payable not-to-exceed \$2,500,000.
- 8. AUTHORIZATION OF A SUBORDINATE REVOLVING DRAWDOWN BOND PROGRAM WITH RBC CAPITAL MARKETS, LLC OF UP TO \$100,000,000 AND AN EXTENSION OF AN AMENDMENT TO THE EXISTING US BANK \$125,000,000 REVOLVING CREDIT AGREEMENT:**  
RECOMMENDATION: The Finance Committee recommends that the Board adopt Resolution No. 2017-0029, reauthorizing revolving line of credit in an aggregate principal amount not to exceed \$125,000,000 outstanding at any one time and approving a first amendment to revolving credit agreement and certain other matters; and authorizing the issuance and/or incurrence of San Diego County Regional Airport Authority Subordinate Airport Revenue Drawdown Bonds from time to time in the form of a revolving drawdown bond program in an aggregate principal amount not to exceed \$100,000,000 outstanding at any one time, and approving a Fourth Supplemental Subordinate Trust Indenture, a Bondholder's Agreement, a Bond Purchase Agreement, and certain documents and matters related to the subordinate drawdown bonds.
- 9. FISCAL YEAR 2017 SECOND QUARTER ACTIVITIES REPORT AND AUDIT RECOMMENDATIONS ISSUED BY THE OFFICE OF THE CHIEF AUDITOR:**  
RECOMMENDATION: The Audit Committee recommends that the Board accept the report.

- 10. AWARD AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A CONTRACT WITH AARON T. STEPHAN TO DESIGN, PRODUCE AND INSTALL INTEGRATED ARTWORK FOR THE FIS ATRIUM SUSPENDED PUBLIC ART OPPORTUNITY:**  
RECOMMENDATION: The Art Advisory Committee recommends that the Board adopt Resolution No. 2017-0030, awarding and authorizing the President/CEO to execute a contract with Aaron T. Stephan to design, produce and install integrated artwork for the FIS Atrium Suspended Public Art Opportunity in an amount not-to-exceed \$300,000.
- 11. AWARD AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A CONTRACT WITH HOOD DESIGN TO DESIGN, PRODUCE AND INSTALL INTEGRATED ARTWORK FOR THE FIS GLASS PARTITION WALL PUBLIC ART OPPORTUNITY:**  
RECOMMENDATION: The Art Advisory Committee recommends that the Board adopt Resolution No. 2017-0031, awarding and authorizing the President/CEO to execute a contract with Hood Design to design, produce and install integrated artwork for the FIS Glass Partition Wall Public Art Opportunity in amount not-to-exceed \$950,000.

#### **CONTRACTS AND AGREEMENTS**

- 12. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A PUBLIC IMPROVEMENT MAINTENANCE AGREEMENT WITH THE CITY OF SAN DIEGO:**  
RECOMMENDATION: Adopt Resolution No. 2017-0032, approving and authorizing the President/CEO to negotiate and execute a Public Improvement Maintenance Agreement with the City of San Diego for an airport noise pole monitoring site.
- 13. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE PROFESSIONAL LEGAL SERVICES AGREEMENT WITH BEST BEST & KRIEGER:**  
RECOMMENDATION: Adopt Resolution No. 2017- 0033, approving and authorizing the President/CEO to execute a Second Amendment to the Agreement with Best Best & Krieger LLP for Professional Legal Services extending the term for one year and increasing the compensation amount by \$200,000 for a total not-to-exceed amount of \$800,000.
- 14. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A FIRST AMENDMENT TO THE PROFESSIONAL LEGAL SERVICES AGREEMENT WITH MEYERS NAVE RIBACK SILVER AND WILSON:**  
RECOMMENDATION: Adopt Resolution No. 2017-0034, approving and authorizing the President/CEO to execute a First Amendment to the Agreement with Meyers Nave Riback Silver & Wilson for Professional Legal Services extending the term for one year.

- 15. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A THIRD AMENDMENT TO THE PUBLIC ART AGREEMENT WITH UEBERALL INTERNATIONAL, LLC FOR RENTAL CAR CENTER PUBLIC ART PROJECT:**  
RECOMMENDATION: Adopt Resolution No. 2017-0035, approving and authorizing the President/CEO to execute a Third Amendment to the Public Art Agreement with Ueberall International, LLC to extend the term for four (4) months resulting in a termination date of August 31, 2017.

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

- 16. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN ENGINEERING CONSULTING SERVICES AGREEMENT WITH P2S ENGINEERING, INC.:**  
RECOMMENDATION: Adopt Resolution No. 2017-0036, approving and authorizing the President/CEO to execute an Engineering Consulting Services Agreement with P2S Engineering, Inc., in an amount not-to-exceed \$5,000,000, for a term of three years, with the option for two one-year extensions exercisable at the discretion of the President/CEO in support of the Central Utility Plant Optimization and Site Utilities Integration Program, at San Diego International Airport.
- 17. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN ON-CALL HAZARDOUS WASTE MANAGEMENT SERVICE AGREEMENT WITH OCEAN BLUE ENVIRONMENTAL SERVICES, INCORPORATED:**  
RECOMMENDATION: Adopt Resolution No. 2017-0037, approving and authorizing the President/CEO to execute an On-Call Hazardous Waste Management Service Agreement with Ocean Blue Environmental Services, Incorporated, for a term of three years, with the option for two one-year extensions exercisable at the sole discretion of the President/CEO, in an amount not-to-exceed \$7,000,000.
- 18. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH FERRELLGAS, LP FOR ON-SITE PROPANE FUEL SUPPLIER FOR PARKING AND EMPLOYEE SHUTTLE BUSES:**  
RECOMMENDATION: Adopt Resolution No. 2017-0038, approving and authorizing the President/CEO to execute an agreement with Ferrellgas, LP for on-site delivery and dispensing of liquid propane fuel to the parking and employee shuttle bus fleet operation, for a term of three years with two one-year options to extend and an amount not to exceed \$3,300,000.

**PUBLIC HEARINGS:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**19. APRIL 2017 LEGISLATIVE REPORT:**

Matt Harris, Senior Director, Assets and Alliances, provided a presentation on the April 2017 Legislative Report which included New State Legislation, New Federal Legislation, and Recommended Action.

Board Member Desmond, requested that Assembly Bill 805 be pulled from the report because changes to SANDAG may affect the Airport. He requested that the Bill come back as a separate action item with a more detail.

Board Member Sessom, requested that Assembly Bill 1069 be pulled from the report because it affects TNC's and it be brought back to the Board with more information.

RECOMMENDATION: Adopt Resolution No. 2017-0024, approving the April 2017 Legislative Report.

**ACTION: Moved by Board Member Desmond and seconded by Board Member Sessom to approve staff's recommendation as amended, removing AB805 and AB1069 from the report to be presented separately at a future meeting. Motion carried by the following Vote: YES – Boling, Cox, Desmond, Gleason, Janney, Kersey, Robinson, Sessom; NO – None; ABSENT – Shumacher (Weighted Vote Points: YES – 88; NO – 0; ABSENT – 12).**

The Board recessed at 10:24 a.m. and reconvened at 10:41 a.m.

**WORKSHOP:**

**20. REVIEW OF THE DRAFT FIVE-YEAR STRATEGIC PLAN FOR THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY:**

Kurt Gering, Director of Talent, Culture, and Capability, presented the Five Year Strategic Plan which included SWOT Analysis, Vision Map, Current and Future State, The Decision-Making Process, Policies and Guidance for each Strategy, and Goals and Initiatives for each Strategy.

Board Member Gleason suggested specifying that connectivity domestically and internationally was meant as direct travel and clarifying that we have a license versus partnering with the World Trade Center. He also expressed concern that specifically naming race, ethnicity, and gender would give the impression that those are the only measures we care about.

The Board concurred to forward the Item to the May Board meeting for approval to include Board Member Gleason's suggested revisions.

RECOMMENDATION: Discuss the Draft Five-Year Strategic Plan.

**ACTION: No action taken.**

**CLOSED SESSION:** The Board did not recess into Closed Session.

- 21. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: GGTW LLC v San Diego County Regional Airport Authority, et al., San Diego Superior Court Case No. 37-2016-00032646-CU-BC-CTL
- 22. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
Name of Case: San Diego County Regional Airport Authority v. American Car Rental, Inc., San Diego Superior Court Case No. 37-2016-00024056-CL-BC-CTL
- 23. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)  
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
- 24. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.  
Number of potential cases: 1
- 25. CONFERENCE WITH REAL PROPERTY NEGOTIATORS AND WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Gov. Code §§54956.9(d)(e)(1) and 54954.5(b))  
Property: Concession leases (food & beverage) with Host, High Flying Foods and SSP  
Agency Negotiator: Scott Brickner, Kathy Kiefer and Eric Podnieks  
Negotiating Parties: Host, High Flying Foods San Diego Partnership, SSP America, Inc. and Stellar Partners, Inc.  
Under negotiation: rent (price and terms of payment), closure/conversion of locations, new concession buildout, ACDBE participation, lease compliance issues, claim by Host and close outs/permits.
- 26. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
The Receipt of a Government Claim from Cal-a-Vie Spa  
Number of potential cases: 1

- 27. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Navy Boat Channel Environmental Remediation  
Number of potential cases: 1
- 28. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
Number of potential cases: 2
- 29. CONFERENCE WITH LEGAL COUNSEL –ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Cal. Gov. Code §54956.9)  
In re Seaport Airlines, Inc., U.S. Bankruptcy Court Case No. 16-30406-rld7  
Number of potential cases: 1
- 30. PUBLIC EMPLOYEE APPOINTMENT:**  
Cal. Gov. Code §54957  
Title: President/Chief Executive Officer

**REPORT ON CLOSED SESSION:** 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:** None.

**ADJOURNMENT:** The meeting was adjourned at 11:10 a.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY BOARD THIS 4<sup>th</sup> DAY OF MAY, 2017.

---

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

APPROVED AS TO FORM:

---

AMY GONZALEZ  
GENERAL COUNSEL

## STAFF REPORT

Meeting Date: **MAY 4, 2017**

### 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 2017 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

**APRIL BOLING**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**

Period Covered: April, 2017

|   |
|---|
| SDCRAA<br>MAY 02 2017<br>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 2009-0149R. 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:  |  | DATE:   |
|---|--|---|
| C. APRIL BOLING   |  | 4/27/17   |
| TYPE OF MEETING   | DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING                             | SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input checked="" type="checkbox"/> Res.2009-0149R | Date: April 4, 2017<br>Time: 9:00 am<br>Location: Airport                | MAC Ribbon Cutting Ceremony                           |
| <input checked="" type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: April 6, 2017<br>Time: 9:00 am<br>Location: Airport                | ALUC/Board Meeting                                    |
| <input checked="" type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: April 13, 2017<br>Time: 10:00 am<br>Location: Airport              | Executive Pers. & Comp. Meeting                       |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input checked="" type="checkbox"/> Res.2009-0149R | Date: April 24, 2017<br>Time: 8:00 am<br>Location: Marriott Palm Springs | ACI-NA Business of Airports Conference                |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input checked="" type="checkbox"/> Res.2009-0149R | Date: April 25, 2017<br>Time: 8:00 am<br>Location: Marriott Palm Springs | ACI-NA Business of Airports Conference                |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input checked="" type="checkbox"/> Res.2009-0149R | Date: April 20, 2017<br>Time: 2:30 pm<br>Location: Airport               | Speaking Engagement for LEAD SD 'IMPACT'              |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input checked="" type="checkbox"/> Res.2009-0149R | Date: April 28, 2017<br>Time: 12:00 am<br>Location: Old Globe Theater    | Speaking Engagement for LEAD SD 'INFLUENCE'           |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R            | Date:<br>Time:<br>Location:  |   |

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

Signature: 

**GREG COX**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**

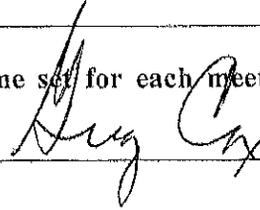
SDCRAA  
 APR 24 2017  
 Corporate & Information Services

Period Covered: APRIL 1-30, 2017

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:   |   | DATE:   |
|--|---|---|
| GREG COX   |   | APRIL 24, 2017  |
| TYPE OF MEETING  | DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING                                | SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: <u>APRIL 6, 2017</u><br>Time: <u>9:00am</u><br>Location: <u>SDIA</u>  | <u>SOCRAA BOARD MEETING</u><br><u>AIRPORT LAND USE COMMISSION</u><br><u>MEETING</u>                 |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: <u>APRIL 24, 2017</u><br>Time: <u>9:00am</u><br>Location: <u>SDIA</u> | <u>SOCRAA EXECUTIVE COMMITTEE</u><br><u>FINANCE COMMITTEE</u><br><u>SPECIAL BOARD/CLPDC MEETING</u> |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: _____<br>Time: _____<br>Location: _____                               |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: _____<br>Time: _____<br>Location: _____                               |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: _____<br>Time: _____<br>Location: _____                               |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: _____<br>Time: _____<br>Location: _____                               |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: _____<br>Time: _____<br>Location: _____                               |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: _____<br>Time: _____<br>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**

APR 26 2017

Corporate &amp; Information Governance

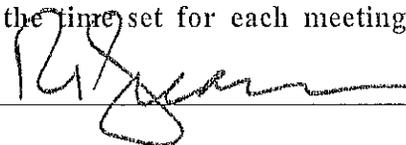
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: APRIL 2017

**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  |   | April 26, 2017  |
| TYPE OF MEETING  | DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING                        | SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING   |
| <input checked="" type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R | Date: April 6, 2017<br>Time: 9:00 am<br>Location: SDCRAA offices    | ALUC / Board meeting  |
| <input checked="" type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R | Date: April 24, 2017<br>Time: 9:00 am<br>Location: SDCRAA offices   | Executive / Finance Committee meeting<br>Capital Improvement Program Oversight Committee meeting  |
| <input type="checkbox"/> Brown Act<br><input checked="" type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R | Date: April 26, 2017<br>Time: 9:15 am<br>Location: SDIA; Terminal 2 | Performing Arts Residency 2017 kick-off and media event; spoke on behalf of the Airport Authority |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R            | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R            | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R            | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R            | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R            | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R            | Date:<br>Time:<br>Location:   |   |

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

Signature: \_\_\_\_\_



**JIM JANNEY**

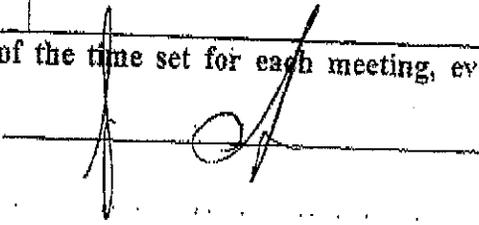
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
Board Member Event/Meeting/Training Report Summary  
Period Covered: April 2017

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                                   |
|--|--|---|
| TYPE OF MEETING                              | DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING     | SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING |
| James Janner                                 |  | 1 May 17  |
| Brown Act<br>Pre-approved<br>Res. 2009-0149R | Date: 4-6<br>Time: 0900<br>Location: SDCRAA      | Board mtg   |
| Brown Act<br>Pre-approved<br>Res. 2009-0149R | Date: 4-21<br>Time: 0900<br>Location: 401 B' st. | Saiding Trans.  |
| Brown Act<br>Pre-approved<br>Res. 2009-0149R | Date: 4-25<br>Time: 0900<br>Location: SDCRAA     | Exec, Financy CIP,                                    |
| Brown Act<br>Pre-approved<br>Res. 2009-0149R | Date:<br>Time:<br>Location:                      |   |

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

Signature: \_\_\_\_\_



**MARK KERSEY**

SDCRAA  
 APR 24 2017  
 Corporate & Information Governance

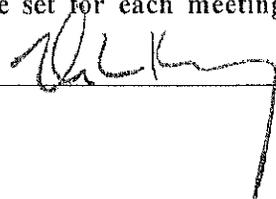
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
 Board Member Event/Meeting/Training Report Summary**

Period Covered: April 2017

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:  |  | DATE:   |
|---|--|---|
| Mark Kersey   |  | 4/24/17   |
| TYPE OF MEETING   | DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING                             | SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING |
| <input checked="" type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: April 6, 2017<br>Time: 9:00 am<br>Location: 3225 N. Harbor Drive   | ALUC/ Board Meeting                                   |
| <input checked="" type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: April 13, 2017<br>Time: 10:00 am<br>Location: 3225 N. Harbor Drive | Executive Personnel and Compensation Committee        |
| <input checked="" type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: April 24, 2017<br>Time: 9:30 am<br>Location: 3225 N. Harbor Drive  | CIPOC / Special Board Meeting                         |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R            | Date:<br>Time:<br>Location:  |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R            | Date:<br>Time:<br>Location:  |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R            | Date:<br>Time:<br>Location:  |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R            | Date:<br>Time:<br>Location:  |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R            | Date:<br>Time:<br>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: 4/30/17

**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:  |   | DATE:   |
|---|---|---|
| <i>PAUL ROBINSON</i>  |   | <i>4-24-17</i>  |
| TYPE OF MEETING   | DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING  | SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING |
| <input checked="" type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: <i>4/6/17</i><br>Time: <i>9:00am - 12:00pm</i><br>Location: <i>SDCRAA Bd Rm</i>   | <i>SDCRAA Bd /ALUC Mtg</i>                            |
| <input checked="" type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R | Date: <i>4/24/17</i><br>Time: <i>9:00 - 10:45 a.m.</i><br>Location: <i>SDCRAA Bd Rm</i> | <i>Exec. Finance CIPOL Mtgs</i>                       |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R            | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R            | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R            | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R            | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R            | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R            | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre - approved<br><input type="checkbox"/> Res.2009-0149R            | Date:<br>Time:<br>Location:   |   |

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

Signature: *[Handwritten Signature]*

**MARY SESSOM**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: 4-30-17

**SDCRAA**  
**APR 25 2017**  
 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 2009-0149R. 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:                                  |
|---|---|---|
| MARY SESSOM   |   |   |
| TYPE OF MEETING   | DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING                            | SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R | Date: <u>4-6-17</u><br>Time: <u>9:00 AM</u><br>Location: <u>SDCRAA</u>  | <u>Board/ALUC Mtg.</u>                                |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R | Date: <u>4-24-17</u><br>Time: <u>9:00 AM</u><br>Location: <u>SDCRAA</u> | <u>EXECUTIVE/FINANCE COMMITTEE Mtg.</u>               |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R | Date:<br>Time:<br>Location:   |   |
| <input type="checkbox"/> Brown Act<br><input type="checkbox"/> Pre-approved<br><input type="checkbox"/> Res. 2009-0149R | Date:<br>Time:<br>Location:   |   |

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

Signature: Mary Sessom

## **STAFF REPORT**

Meeting Date: **MAY 4, 2017**

### **Subject:**

**Awarded Contracts, Approved Change Orders from March 13, 2017 through April 9, 2017 and Real Property Agreements Granted and Accepted from March 13, 2017 through April 9, 2017**

### **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 March 13, 2017 - April 9, 2017**

**New Contracts**

| <b>Date Signed</b> | <b>CIP #</b> | <b>Company</b>                  | <b>Description</b>   | <b>Solicitation Method</b> | <b>Owner</b>                      | <b>Contract Value</b> | <b>End Date</b> |
|--------------------|--------------|---------------------------------|--|----------------------------|-----------------------------------|-----------------------|-----------------|
| 3/9/2017           |              | PlanetBids, Inc.                | The Contractor will provide an eProcurement Software System and Support Services for San Diego County Regional Airport Authority.  | RFP                        | Procurement                       | \$250,000.00          | 2/29/2020       |
| 3/10/2017          |              | Brady Worldwide, Inc.           | The Contractor will provide services for completion of a Lockout/Tagout Program required by Cal OSHA for San Diego County Regional Airport Authority.  | Informal RFP               | Assets and Alliances              | \$50,000.00           | 3/12/2018       |
| 3/20/2017          |              | Aaron T Stephan                 | The Artist will provide a detailed presentation of a proposed design, fabrication and installation of a public artwork project for the Federal Inspection Services Facility at San Diego International Airport.  | RFQ                        | Vision, Voice & Engagement        | \$1,500.00            | 3/15/2017       |
| 3/20/2017          |              | Xiaoman Jiang                   | The Artist will provide a detailed presentation of a proposed design, fabrication and installation of a public artwork project for the Federal Inspection Services Facility at San Diego International Airport.  | RFQ                        | Vision, Voice & Engagement        | \$1,500.00            | 3/15/2017       |
| 3/20/2017          |              | Catherine Wagner LLC            | The Artist will provide a detailed presentation of a proposed design, fabrication and installation of a public artwork project for the Federal Inspection Services Facility at San Diego International Airport.  | RFQ                        | Vision, Voice & Engagement        | \$1,500.00            | 3/15/2017       |
| 3/20/2017          |              | Cliff Garten & Associates, Inc. | The Artist will provide a detailed presentation of a proposed design, fabrication and installation of a public artwork project for the Federal Inspection Services Facility at San Diego International Airport.  | RFQ                        | Vision, Voice & Engagement        | \$1,500.00            | 3/15/2017       |
| 3/23/2017          |              | Volkan Alkanoglu Design LLC     | The Artist will provide a detailed presentation of a proposed design, fabrication and installation of a public artwork project for the Federal Inspection Services Facility at San Diego International Airport.  | RFQ                        | Vision, Voice & Engagement        | \$1,500.00            | 3/15/2017       |
| 3/30/2017          |              | Amy Ellingson Studio            | The Artist will provide a detailed presentation of a proposed design, fabrication and installation of a public artwork project for the Federal Inspection Services Facility at San Diego International Airport.  | RFQ                        | Vision, Voice & Engagement        | \$1,500.00            | 3/15/2017       |
| 4/5/2017           |              | Askreply, Inc. ( dba B2Gnow)    | The Contractor will provide a Contract Management Compliance & Tracking Software System for the San Diego County Regional Airport Authority.   | Informal RFP               | Small Business Development        | \$50,000.00           | 4/13/2019       |
| 4/5/2017           |              | TransCore, LP                   | The Contractor will provide Automated Vehicle Identification (AVI) readers for San Diego International Airport. The AVI readers work with existing software used by the Ground Transportation department and are consistent with other readers throughout San Diego International Airport. | Sole Source                | Information & Technology Services | \$300,000.00          | 4/9/2020        |
| 4/7/2017           |              | Unison Consulting, Inc.         | The Contractor will provide Airport Financial Feasibility Consulting Services for San Diego County Regional Airport Authority.   | RFP                        | Business & Financial Management   | \$500,000.00          | 3/31/2020       |

**Attachment "A"**

**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN March 13, 2017 - April 9, 2017**

**New Contracts Approved by the Board**

| <b>Date Signed</b> | <b>CIP #</b> | <b>Company</b>               | <b>Description</b>   | <b>Solicitation Method</b> | <b>Owner</b>                    | <b>Contract Value</b> | <b>End Date</b> |
|--------------------|--------------|------------------------------|--|----------------------------|---------------------------------|-----------------------|-----------------|
| 3/14/2017          |              | Vector Resources, Inc.       | The contract was approved by the Board at the January 5, 2017 Board Meeting. The Contractor will provide global Wi-Fi coverage throughout the terminals increasing overall efficacies in the workplace and improve Airport Service Quality at San Diego International Airport. | RFP                        | Facilities Development          | \$1,897,729.69        | 12/29/2018      |
| 3/13/2017          |              | Turner- PCL                  | The contract was approved by the Board at the March 2, 2017 Board Meeting. The Contractor will Design-Build and Finance a Federal Inspection Facility at San Diego International Airport.  | RFQ/RFP                    | Airport Design and Construction | \$186,625,485.00      | 12/31/2019      |
| 3/14/2017          |              | Vasquez Construction Company | The contract was approved by the Board at the February 2, 2017 Board Meeting. The Contractor will complete project Replace Terminal Seating in Terminal 1 and Terminal 2 at San Diego International Airport.   | RFB                        | Facilities Development          | \$3,401,830.27        | 9/15/2017       |
| 3/17/2017          |              | Krause A.C.T                 | The contact was approved by the Board at the February 2, 2017 Board Meeting. The Contractor will provide Restaurant Kitchen Hood Cleaning and Maintenance Services at San Diego International Airport.   | RFP                        | Terminal Operations             | \$2,500,000.00        | 3/5/2020        |
| 4/6/2017           |              | M&K General Contractors      | The contact was approved by the Board at the March 2, 2017 Board Meeting. The Contractor is one of five pre-qualified to bid On-Call Electrical Services at San Diego International Airport.   | RFQ                        | Facilities Management           | \$5,000,000.00        | 3/19/2020       |
| 4/6/2017           |              | Baker Electric               | The contact was approved by the Board at the March 2, 2017 Board Meeting. The Contractor is one of five pre-qualified to bid On-Call Electrical Services at San Diego International Airport.   | RFQ                        | Facilities Management           | \$5,000,000.00        | 3/19/2020       |
| 4/6/2017           |              | Neal Electric                | The contact was approved by the Board at the March 2, 2017 Board Meeting. The Contractor is one of five pre-qualified to bid On-Call Electrical Services at San Diego International Airport.   | RFQ                        | Facilities Management           | \$5,000,000.00        | 3/19/2020       |
| 4/6/2017           |              | Chula Vista Electric         | The contact was approved by the Board at the March 2, 2017 Board Meeting. The Contractor is one of five pre-qualified to bid On-Call Electrical Services at San Diego International Airport.   | RFQ                        | Facilities Management           | \$5,000,000.00        | 3/19/2020       |
| 4/6/2017           |              | Global Power Group Inc.      | The contact was approved by the Board at the March 2, 2017 Board Meeting. The Contractor is one of five pre-qualified to bid On-Call Electrical Services at San Diego International Airport.   | RFQ                        | Facilities Management           | \$5,000,000.00        | 3/19/2020       |

**Attachment "A"**

**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN March 13, 2017- April 9, 2017**

**Amendments and Change Orders**

| <b>Date Signed</b> | <b>CIP #</b> | <b>Company</b>                      | <b>Description of Change</b>  | <b>Owner</b>                 | <b>Previous Contract Amount</b> | <b>Change Order Value (+ / -)</b> | <b>Change Order Value ( % ) (+ / -)</b> | <b>New Contract Value</b> | <b>New End Date</b> |
|--------------------|--------------|-------------------------------------|---|------------------------------|---------------------------------|-----------------------------------|---|---------------------------|---------------------|
| 3/8/2017           |              | Stanley Access Technologies, LLC    | The Consent to Assignment Agreement assigns the agreement from Stanley Access Inc. to Stanley Access Technologies, LLC. For Automatic Sliding Door Maintenance & Repair at San Diego International Airport. There is no increase in compensation.                                       | Facilities Management        | \$250,000.00                    | \$0.00                            | 0%                                      | \$250,000.00              | 11/30/2017          |
| 3/10/2017          |              | Signal Group                        | The Consent to Assignment Agreement assigns the agreement from McBee Strategic Consulting LLC to Signal Group Consulting, LLC. For Federal Legislative Consulting Services. There is no increase in compensation.   | Inter-Governmental Relations | \$887,000.00                    | \$0.00                            | 0%                                      | \$887,000.00              | 1/31/2018           |
| 3/17/2017          |              | Tel Tech Plus, Inc.                 | The First Amendment extends the term of the agreement by 90 days to allow current vendor to complete the work in progress while a new contract is being executed for On-call Low Voltage, Fiber Optic Installation and Repair Services. There is no increase in compensation.           | Information Technology       | \$750,000.00                    | \$0.00                            | 0%                                      | \$750,000.00              | 5/17/2017           |
| 3/20/2017          |              | Heidi Halsey                        | The First Amendment extends the term of the agreement by 90 days for continued consulting services at San Diego County Regional Airport Authority. There is no increase in compensation.  | Information Technology       | \$250,000.00                    | \$0.00                            | 0%                                      | \$250,000.00              | 5/29/2017           |
| 3/20/2017          |              | Traveler's Aid Society of San Diego | The Third Amendment extends the term of the agreement by 90 days and increases the maximum amount of compensation by \$40,000 while the Authority staff transfers the management of the Volunteer Airport Ambassador Program to the Authority staff at San Diego International Airport. | Terminal Operations          | \$413,820.00                    | \$40,000.00                       | 9.7%                                    | \$453,820.00              | 9/28/2017           |
| 3/23/2017          |              | SITA                                | The Third Amendment extends the term of the agreement by two years by exercising both option years, adds maintenance services and revises monthly maintenance rates listed in Exhibit B for the Airport's Common Use Systems at San Diego International Airport.                        | Information Technology       | \$5,639,085.33                  | \$0.00                            | 0%                                      | \$5,639,085.33            | 4/14/2019           |
| 3/30/2017          |              | Leighfisher Inc.                    | The Eight Amendment adds subconsultants and rates for the Airport Development Plan Services at San Diego International Airport.   | Airport Planning             | \$9,367,875.00                  | \$0.00                            | 0%                                      | \$0.00                    | 2/21/2020           |



**Attachment "B"**

**REAL PROPERTY AGREEMENTS EXECUTED FROM MARCH 13, 2017 through APRIL 9, 2017**



**Real Property Agreements**

| Begin/End Dates   | Authority Doc. # | Tenant/Company   | Agreement Type                      | Property Location | Use  | Property Area (s.f)   | Consideration | Comments  |
|-------------------|------------------|------------------|-------------------------------------|-------------------|--|---|---------------|---|
| 3.30.17 - 6.30.17 | LE-0925          | At Your Gate     | License Agreement                   | Airport Wide      | Mobile E-Commerce Delivery Platform (Innovation Lab Project) | N/A   | N/A           | Agreement is for Phase 1. Phase II will be a revenue agreement                          |
| 6.9.17 - 6.30.18  | LE-0922          | Edelweiss Air AG | Airline Operating & Lease Agreement | T2E / FIS         | Passenger air service  | No Exclusive Use Space; only Shared, Joint, & Common Use Spaces | 55,755.14     | Seasonal service for two flights per week, with an expected termination date of 9/18/17 |



**Real Property Agreement Amendments and Assignments**

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

## **STAFF REPORT**

Meeting Date: **MAY 4, 2017**

### **Subject:**

#### **May 2017 Legislative Report**

### **Recommendation:**

Adopt Resolution No. 2017-0039, approving the May 2017 Legislative Report.

### **Background/Justification:**

The Authority's Legislative Advocacy Program Policy requires that staff present the Board with monthly reports concerning the status of legislation with potential impact to the Authority. The May 2017 Legislative Report updates Board members on legislative activities that have taken place since the previous Board meeting. The Authority Board provides direction to staff on legislative issues by adoption of a monthly Legislative Report (Attachment A).

### **State Legislative Action**

The Authority's legislative team recommends that the Board adopt a WATCH position on Assembly Bill 483 (Bocanegra).

AB 483 would require the Department of Toxic Substances Control to conduct soil sample testing at certain general aviation airports, and require those airports to conduct air quality tests at their own expense.

The Authority's legislative team recommends that the Board adopt a WATCH position on Senate Bill 21 (Hill).

SB 21 would require that beginning July 1, 2018, public agencies must submit to their governing bodies at a public meeting, a proposed plan for the use of each type of surveillance technology used and type of information collected for law enforcement purposes.

### **Federal Legislative Action**

The Authority's legislative team recommends that the Board adopt a WATCH position on the "Customers Not Cargo Act" (Van Hollen).

This Senate bill would prohibit airlines from forcibly removing passengers after they have already boarded the plane due to overbooking or airline staff seeking to fly as passengers.

**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. 2017-0039

A RESOLUTION OF THE BOARD OF THE SAN  
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
APPROVING THE MAY 2017 LEGISLATIVE  
REPORT

WHEREAS, the San Diego County Regional Airport Authority (“Authority”) operates San Diego International Airport and 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 May 2017 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”) (Cal. Pub. Res. Code § 21065); and is not a “development” as defined by the California Coastal Act (Cal. Pub. Res. Code § 30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 4th day of May, 2017, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY RUSSELL  
DIRECTOR, CORPORATE  
& INFORMATION GOVERNANCE/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## May 2017 Legislative Report

### Local Legislation

#### Legislation/Topic

#### City of San Diego Drone Ordinance

#### Background/Summary

The purpose of this proposed ordinance is to address the potential hazard of unmanned aircraft systems (UAS), commonly referred to as drones, to other aircraft in flight, persons on the ground, and critical infrastructure. Specifically, this proposed ordinance would codify on a local level regulations similar to those of the Federal Aviation Administration. This ordinance makes it unlawful within the City of San Diego to operate a UAS in the air, on the ground or on the water:

- In a careless or reckless manner that endangers the life or property of another
- In violation of any flight restriction, temporary or permanent, issued by the Federal Aviation Administration (FAA)
- In violation of any restriction issued by the FAA applicable to UAS; or
- In a manner that interferes with law enforcement, firefighting, or any government emergency operations
- Violations of this ordinance may be prosecuted as misdemeanors

#### Anticipated Impact/Discussion

This bill could benefit San Diego International Airport (SDIA) by providing local law enforcement officials with the enforcement authority to deter unsafe UAS operations within the City of San Diego.

**Status:** 4/10/17 – Passed by full City Council by unanimous vote

**Position:** Support (4/21/16)

*\*Shaded text represents new or updated legislative information*

## State Legislation

### New Assembly Bills

#### Legislation/Topic

#### **AB 483 (Bocanegra) – Airports: pollution**

#### Background/Summary

AB 483, would require that the following actions be taken at certain noncommercial general aviation airports located within California Environmental Protection Agency designated disadvantaged communities:

- The Department of Toxic Substances Control (DTSC) will conduct soil sample testing to determine the presence of hazardous waste
- The DTSC will coordinate with the State Water Resources Control Board and other appropriate local agencies to determine if an airport poses a threat to the groundwater basin based on the soil testing results
- The DTSC will report testing findings to the Legislature and post the report on the department's website.
- The Air Resources Board (ARB), in coordination with local districts will require airports to test the air quality to determine the airport's impact on air pollution and climate policy targets
- Airports are also required to collect their air quality testing data in real time and submit a quarterly report to ARB and the appropriate district.
- ARB and the local districts will compile the air quality testing data in an annual public report that details the public health impacts of the pollutants

#### Anticipated Impact/Discussion

Although this bill would not directly impact San Diego International Airport (SDIA), its passage would create an unfunded mandate for certain general aviation airports to test air quality impacts, and require the State to conduct soil testing at these airports. Staff plans to monitor this bill to ensure that this mandate is not expanded to commercial airports.

**Status:** 4/4/17 – Passed by Assembly Committee on Natural Resources by vote of 7-0 and re-referred to Assembly Committee on Environmental Safety and Toxic Materials

**Position:** Watch

*\*Shaded text represents new or updated legislative information*

## **Assembly Bills from Previous Report**

### **Legislation/Topic**

#### **AB 1 (Frazier) – Transportation Funding**

### **Background/Summary**

AB 1 would create the Road Maintenance and Rehabilitation Program and a corresponding account in the State Transportation Fund to address deferred maintenance on state highways and local roadways. Revenues for this new program would be generated from increases in motor vehicle fuel sales and excise taxes and increases in vehicle registration fees, including a new \$165 annual fee for zero-emission motor vehicles. The increases in sales and excise taxes would be adjusted for inflation every three years based on the California Consumer Price Index. This bill would also create an independent Office of the Transportation Inspector General to ensure that all state agencies expending transportation funds operate efficiently and comply with federal and state laws. In addition, AB 1 would expand the list of projects eligible for funding under the Trade Corridors Improvement Fund to include freight access improvements to airports.

### **Anticipated Impact/Discussion**

Although this bill would not directly impact San Diego International Airport (SDIA), its passage could provide additional funding opportunities for highway and roadway improvements in close proximity to SDIA.

**Status:** 1/19/17 – Referred to Assembly Committee on Transportation and Natural Resources  
12/5/16 – Introduced in Assembly and referred to Assembly Committees on Transportation and Natural Resources

**Position:** Watch (1/5/17)

### **Legislation/Topic**

#### **AB 5 (Gonzalez) – Employers: Opportunity to Work Act**

### **Background/Summary**

AB 5 would create the Opportunity to Work Act, requiring an employer with 10 or more employees to offer additional hours of work to an existing nonexempt employee before the employer hires an additional employee or subcontractor, except as specified. Employers would not be required to offer an employee additional work hours if it would require the employer to pay overtime compensation. AB 5 also would require an employer to post a notice of employee rights, and would require the employer to maintain certain employment documentation. The bill would authorize an employee to file a complaint for violation of these provisions, and/or bring a civil action for remedies under the act.

*\*Shaded text represents new or updated legislative information*

**Anticipated Impact/Discussion**

Because all Airport Authority employees are hired as full-time employees, and this bill would not require employers to offer additional hours if it would result in overtime pay, AB 5 would have no practical effect on the Authority.

**Status:** 4/20/17 – Passed in Assembly Committee on Appropriations on a vote of 5-2 and re-referred to Assembly Committee on Appropriations

**Position:** Watch (2/2/17)

**Legislation/Topic**

**AB 92 (Bonta) – Public contracts: payment**

**Background/Summary**

Under current law, public entities are authorized to withhold retention proceeds in excess of five percent for projects considered substantially complex. This authority is set to expire on January 1, 2018. AB 92 would extend this authority for five years, establishing a new expiration date of January 1, 2023.

**Anticipated Impact/Discussion**

This bill will continue the Airport Authority’s ability to withhold retention proceeds in excess of five percent for substantially complex projects should it choose to do so.

**Status:** 3/22/17 – Approved by Assembly Committee on Accountability and Administrative Review on a vote of 7-0 and re-referred to Assembly Committee on Appropriations

**Position:** Watch (2/2/17)

**Legislation/Topic**

**AB 218 (Bonta) – Local Agencies: airports: customer facility charges**

**Background/Summary**

Current law specifies that the authorization for an airport to impose a customer facility charge (CFC) becomes inoperative when the bonds used for financing a vehicle rental facility are paid. This bill until January 1, 2023, would delete the requirement that the authorization for an airport to impose a customer facility charge become inoperative when the bonds are paid. AB 218 would also require that the fee not exceed \$10 and would prevent a customer from paying more than one customer facility charge in connection with a single rental.

*\*Shaded text represents new or updated legislative information*

### **Anticipated Impact/Discussion**

This legislation was introduced to allow Oakland International Airport to impose CFCs even though it has not yet incurred debt for a rental car facility. However, AB 218 would also allow all other California airports to require the collection of CFCs regardless of whether or not bonds used to finance the construction of a rental car center or improvements to a rental car center are retired.

**Status:** 3/30/17 – Passed in the Assembly by vote of 74-0 and ordered to the Senate

**Position:** Support (3/2/17)

### **Legislation/Topic**

#### **AB 496 (Fong) – Transportation Funding**

### **Background/Summary**

AB 496 would create the Traffic Relief and Road Improvement Program and a corresponding account in the State Transportation Fund to provide funding for the maintenance and rehabilitation of state highways and local roadways.

### **Anticipated Impact/Discussion**

Although this bill would not directly impact San Diego International Airport (SDIA), its passage could provide additional funding opportunities for highway and roadway improvements in close proximity to SDIA.

**Status:** 3/1/17 – Amended and re-referred to Assembly Committee on Transportation

**Position:** Watch (4/6/17)

### **Legislation/Topic**

#### **AB 1286 (Friedman) – Airports: alternative customer facility charges**

### **Background/Summary**

AB 1286 would eliminate the current requirement that airports interested in collecting an alternative (daily) customer facility charge initiate a process to obtain collection authority by January 1, 2018 and extends that deadline to January 1, 2025.

### **Anticipated Impact/Discussion**

This bill would not impact San Diego International Airport (SDIA) as the Airport Authority has already commenced the collection of the alternative (daily) customer facility charge (CFCs).

*\*Shaded text represents new or updated legislative information*

**Status:** 4/19/17 – Approved by Assembly on a vote of 75-0 and ordered to the Senate

**Position:** Watch (4/6/17)

**Legislation/Topic**

**AB 1333 (Dababneh) – Political Reform Act of 1974: local government agency notices**

**Background/Summary**

AB 1333 would require every local government agency that maintains an internet web site to prominently post on its site, a notice of any upcoming election in which voters will vote on a tax measure or proposed bond issuance of the agency. The bill would also require every local government agency that publishes an electronic newsletter to include such notices in their electronic newsletter.

**Anticipated Impact/Discussion**

This bill would not directly impact San Diego International Airport (SDIA), as the Airport Authority issues revenue bonds that do not require voter approval.

**Status:** 4/5/17 – Passed in Assembly Committee on Local Government by vote of 7-0

4/20/17 – Passed in Assembly Committee on Appropriations by a vote of 6-2

**Position:** Watch (4/6/17)

**Legislation/Topic**

**AB 1581 (Oberholte) – Charter-party carriers: transportation of passengers for compensation**

**Background/Summary**

AB 1581 is a placeholder (spot bill) that would make changes to the Passenger Charter-party Carriers' Act.

**Anticipated Impact/Discussion**

The Authority's legislative team will closely monitor the development of this bill language for any potential impact to San Diego International Airport (SDIA).

**Status:** 2/17/17 – Introduced in Assembly

**Position:** Watch (4/6/17)

*\*Shaded text represents new or updated legislative information*

## **New Senate Bills**

### **Legislation/Topic**

**SB 21 (Hill) – Law Enforcement Agencies: surveillance: policies**

### **Background/Summary**

SB 21 would require that beginning July 1, 2018, public agencies must submit to their governing bodies at a public meeting, a proposed plan for the use of each type of surveillance technology used and type of information collected for law enforcement purposes.

### **Anticipated Impact/Discussion**

The Authority's legislative team will closely work with the Authority's security staff to identify any potential impact to San Diego International Airport (SDIA).

**Status:** 3/21/17 – Passed by Senate Committee on Public Safety on a vote of 4-2  
4/17/17 – Amended and re-referred to Senate Committee on Judiciary

**Position:** Watch

## **Senate Bills from Previous Report**

### **Legislation/Topic**

**SB 1 (Beall) – Transportation Funding**

### **Background/Summary**

SB 1 would create the Road Maintenance and Rehabilitation Program and a corresponding account in the State Transportation Fund to address deferred maintenance on state highways and local roadways. Revenues for this new program would be generated from increases in motor vehicle fuel sales and excise taxes and increases in vehicle registration fees, including a new \$100 annual fee for zero-emission motor vehicles. The increases in sales and excise taxes would be adjusted for inflation every three years based on the California Consumer Price Index. This bill would also create an independent Office of the Transportation Inspector General to ensure that all state agencies expending transportation funds operate efficiently and comply with federal and state laws. In addition, AB 1 would expand the list of projects eligible for funding under the Trade Corridors Improvement Fund to include freight access improvements to airports.

### **Anticipated Impact/Discussion**

Although this bill would not directly impact San Diego International Airport (SDIA), its passage could provide additional funding opportunities for highway and roadway improvements in close proximity to SDIA.

*\*Shaded text represents new or updated legislative information*

**Status:** 4/6/17 – Passed in the Assembly by vote of 54-26  
4/6/17 – Passed in the Senate by vote of 27-11

**Position:** Watch (1/5/17)

### **Legislation/Topic**

#### **SB 4 (Mendoza) – Goods Movement and Clean Trucks Bond Act**

### **Background/Summary**

Subject to statewide voter approval in June 2018, SB 4 would authorize \$600 million in state general obligation bonds to be allocated as follows:

- \$200 million to the California Transportation Commission for projects eligible for funding from the Trade Corridors Improvement Fund
- \$200 million to the State Air Resources Board for projects and programs consistent with the Goods Movement Emission Reduction Program
- \$200 million to the State Air Resources Board for projects and programs to expand the use of zero and near-zero emission trucks in extreme nonattainment areas for ozone and particulate matter

SB 4 would also expand the list of projects eligible for funding from the Trade Corridors Improvement Fund to include landside freight access improvements to airports.

### **Anticipated Impact/Discussion**

Although SB 4 could provide additional funding opportunities for transportation projects, including landside freight access improvements to airports, the Authority's legislative team plans to work with the author of this bill, San Diego delegation members, and the California Airports Council to enhance SDIA's ability to compete for funds should voters approve this ballot measure in 2018. Currently, language included in this initial version of SB 4 would prevent the San Diego Association of Governments and other public agencies in San Diego County from nominating transportation improvement projects that would be financed from the \$360 million in Trade Corridors Investment Fund-related bond funds. Authority staff has begun discussions with SANDAG and other local government agencies in an effort to identify potential changes to this bill.

**Status:** 4/19/17 – Passed by Senate Committee on Governance and Finance by a vote of 5-1 and referred to Senate Committee on Appropriations

**Position:** Watch (1/5/17)

*\*Shaded text represents new or updated legislative information*

**Legislation/Topic**

**SB 31 (Lara) – California Religious Freedom Act: state agencies: disclosure of religious affiliation information**

**Background/Summary**

Current law prohibits a state agency from including a question regarding an applicant's race, sex, marital status, or religion in any application form for employment. This bill would prohibit a state or local agency or a public employee acting under color of law from providing or disclosing to the federal government personally identifiable information regarding a person's religious beliefs, practices, or affiliation, as specified, when the information is sought for compiling a database of individuals based on religious belief, practice or affiliation, national origin, or ethnicity for law enforcement or immigration purposes.

**Anticipated Impact/Discussion**

SB 31 would not directly impact San Diego International Airport (SDIA), as the Authority's Talent, Culture and Capability department does not currently share these categories of protected information with external agencies.

**Status:** 4/3/17 – Passed in the Senate by vote of 36-0 and ordered to the Assembly

**Position:** Watch (3/2/17)

**Legislation/Topic**

**SB 54 (De Leon) – Law enforcement: sharing data**

**Background/Summary**

Current law provides that when there is reason to believe that a person arrested for a violation of specified controlled substance provisions may not be a citizen of the United States, the arresting agency shall notify the appropriate agency of the United States having charge of deportation matters. This bill would repeal those provisions. This bill would also prohibit state and local law enforcement officials from detaining individuals for suspected immigration violations.

**Anticipated Impact/Discussion**

Although this bill would not directly impact San Diego International Airport (SDIA), its passage could impact the operations of Harbor Police or other law enforcement agencies operating at SDIA.

**Status:** 4/3/17 – Passed in the Senate by vote of 27-12 and ordered to the Assembly

**Position:** Watch (3/2/17)

*\*Shaded text represents new or updated legislative information*

**Legislation/Topic**

**SB 450 (Hertzberg) – Public Bodies: bonds: public notice**

**Background/Summary**

SB 450 would require that prior to authorizing the issuance of bonds with terms greater than 13 months, the governing bodies of public agencies must hold a public meeting to disclose specified information. The bill would require the information be obtained as a good faith estimate from an underwriter, financial advisor, private lender or third party borrower.

**Anticipated Impact/Discussion**

The Authority Board holds public meetings disclosing information about authorized bond issuances. Prior to the bills recent amendments, its passage could have created a requirement that the Authority Board disclose information that isn't known prior to authorized bonds reaching the market.

**Status:** 4/19/17 – Passed by Senate Committee on Governance and Finance by a vote of 7-0 re-referred to Senate Committee on Appropriations

**Position:** Watch (4/6/17)

**Legislation/Topic**

**SB 686 (Wilk) – Public Contracts: claim resolution**

**Background/Summary**

SB 686 would require that a public entity conduct a “meet and confer” conference within 30 days of receipt of demand from a claimant for resolution of a dispute related to public works projects.

**Anticipated Impact/Discussion**

This bill isn't expected to have an impact on San Diego International Airport's (SDIA) prevailing wage processes. Implementation of progress payment withholding for non-compliance, is performed per established regulations. Because SDIA is not a certified compliance agency, unresolved contractors claims are forwarded to the Department of Labor Standards Enforcement who will impose applicable fines and penalties specific to the violation(s).

**Status:** 3/9/17 –Referred to Senate Committee on Judiciary

**Position:** Watch (4/6/17)

*\*Shaded text represents new or updated legislative information*

**Legislation/Topic**

**SB 775 (Wieckowski) – California Global Warming Solutions Act of 2006:  
greenhouse gas emissions reduction**

**Background/Summary**

SB 775 would add local agencies to the list of entities that the State Air Resources Board has to consult with in order to identify the most effective strategies and methods to reduce greenhouse gases, manage greenhouse gas control programs, and facilitate the development of integrated and cost-effective regional, national, and international greenhouse gas reduction programs.

**Anticipated Impact/Discussion**

Although this bill would not directly impact San Diego International Airport (SDIA), its passage could provide additional opportunities for SDIA to play a greater role in shaping regional, national and international environmental policy.

**Status:** 3/9/17 – Referred to Senate Committee on Environmental Quality

**Position:** Watch (4/6/17)

*\*Shaded text represents new or updated legislative information*

## Federal Legislation

### New House Bills

No new House bills to report.

### House Bills from Previous Report

#### Legislation/Topic

**H.R. 598 (Lynch) – Airplane Impacts Mitigation Act of 2017**

#### Background/Summary

H.R. 598, the “Airplane Impacts Mitigation Act of 2017”, would require the Federal Aviation Administration (FAA) to enter into an agreement with an eligible institution of higher education to conduct a study of the health impacts of airplane flights on residents exposed to a range of noise and air pollution levels from flights. The study is directed to:

- Focus on residents in Boston, Chicago, New York, the northern California Metroplex, Phoenix, and not more than three additional metropolitan areas each containing an international airport.
- Consider the health impacts on residents living partly, or entirely within the land underneath the flight paths most frequently used by aircraft flying below 10,000 feet.
- Consider only the health impacts that manifest during the physical implementation of the NextGen program on flights departing from or arriving to an international airport located in one of the designated metropolitan areas.

#### Anticipated Impact/Discussion

Although this bill is not expected to directly impact operations at San Diego International Airport (SDIA), the information collected by the study may be useful in helping the Authority accurately describe any environmental and health impacts of the FAA’s recently implemented NextGen program.

**Status:** 1/20/17 – Introduced in the House and referred to the House Committee on Transportation and Infrastructure

**Position:** Support (3/2/17)

*\*Shaded text represents new or updated legislative information*

### **Legislation/Topic**

#### **H.R. 665 (Keating) – Airport Perimeter and Access Control Security Act of 2017**

### **Background/Summary**

H.R. 665, the “Airport Perimeter and Access Control Security Act of 2017,” would direct the Transportation Security Administration (TSA) to update:

- The Transportation Sector Security Risk Assessment for the aviation sector
- The Comprehensive Risk Assessment of Perimeter and Access Control Security for airports (as well as conduct a system-wide assessment of airport access control points and airport perimeter security)
- The 2012 National Strategy for Airport Perimeter and Access Control Security

### **Anticipated Impact/Discussion**

Although this bill is not expected to impact operations at San Diego International Airport (SDIA), the updating of assessments by the TSA may lead to the future implementation of new security requirements. The Authority’s legislative team will identify any unfunded mandates resulting from these proposed actions.

**Status:** 1/31/17 – Approved by the House on a voice vote

**Position:** Watch (3/2/17)

### **Legislation/Topic**

#### **H.R. 678 (McSally) – Department of Homeland Security Support to Fusion Centers Act of 2017**

### **Background/Summary**

Fusion centers were created to promote information sharing at the federal level between agencies such as the Central Intelligence Agency, the U.S. Department of Justice, the U.S. military and state and local governments. H.R. 678, the “Department of Homeland Security Support to Fusion Centers Act of 2017” would:

- Direct the Comptroller General to conduct an assessment of Department of Homeland Security (DHS) personnel assigned to fusion centers
- Direct the Under Secretary of Intelligence and Analysis of the Department of Homeland Security to provide eligibility for access to information classified as Top Secret for analysts at fusion centers, and submit a report to the Committee on Homeland Security, Permanent House Select Committee on Intelligence, Committee on Homeland Security and Government Affairs and Senate Select Committee on Intelligence
- Direct the Chief Information officer of the Department of Homeland Security to conduct an assessment of information systems used to share homeland security information between fusion centers and the Department.

*\*Shaded text represents new or updated legislative information*

### **Anticipated Impact/Discussion**

Although this bill is not expected to impact operations at San Diego International Airport (SDIA), it will be monitored closely for any potential impact to Department of Homeland Security or Customs and Border Protection procedures.

**Status:** 1/31/17 – Approved by House on a voice vote

**Position:** Watch (3/2/17)

### **Legislation/Topic**

**H.R. 1265 (DeFazio) – Investing in America: Rebuilding America’s Airport Infrastructure Act**

### **Background/Summary**

H.R. 1265, the “Investing in America: Rebuilding America’s Airport Infrastructure Act”, would provide airports the Authority to establish a passenger facility charge (PFC) of their choosing by eliminating the current \$4.50 PFC limit. This bill would also reduce Airport Improvement Program (AIP) funding by \$400 million annually and eliminate large hub airports’ entitlement to AIP grants if those airports collect PFCs greater than \$4.50.

### **Anticipated Impact/Discussion**

H.R. 1265 would allow the Airport Authority the ability to establish a PFC based on SDIA funding needs rather than the Congressionally – set \$4.50 per passenger cap.

**Status:** 3/1/17 – Introduced in the House

**Position:** Support (4/6/17)

*\*Shaded text represents new or updated legislative information*

## **New Senate Bills**

### **Legislation/Topic**

**(Van Hollen) – Customers Not Cargo Act**

### **Background/Summary**

This proposed legislation would prohibit airlines from forcibly removing passengers after they have already boarded the plane due to overbooking or airline staff seeking to fly as passengers.

### **Anticipated Impact/Discussion**

This bill is not expected to directly impact operations at San Diego International Airport (SDIA).

**Status:** 4/12/17 – Introduced in Senate

**Position:** Watch

## **Senate Bills from Previous Report**

### **Legislation/Topic**

**S. 271 (Fischer) – Build USA Infrastructure Act**

### **Background/Summary**

S. 271, the “Build USA Infrastructure Act” would divert \$21.4 billion annually in Customs and Border Protection (CBP) passenger and freight user fees to the Highway Trust Fund. This funding would be diverted for a five-year period, beginning October 1, 2020.

### **Anticipated Impact/Discussion**

Airports Council International –North America (ACI-NA) strongly opposes this bill. User fees should be applied for their intended use, not diverted to subsidize other programs, especially as CBP continues to face significant staffing shortfalls and technological challenges. As San Diego International Airport (SDIA) continues to expand international air service, this bill could have a negative impact on CBP’s ability to effectively process international passengers.

**Status:** 2/1/17 – Introduced in Senate

**Position:** Oppose (3/2/17)

*\*Shaded text represents new or updated legislative information*

## **STAFF REPORT**

Meeting Date: **MAY 4, 2017**

### **Subject:**

**Approve the Five-Year Strategic Plan**

### **Recommendation:**

Adopt Resolution No. 2017-0040, approving the Five-Year Strategic Plan.

### **Background/Justification:**

The Authority believes that to be a sustainable organization, it must plan for and build an enduring, resilient, customer-focused enterprise by effectively managing its financial, social, and environmental risks, opportunities and obligations. In order to become a sustainable organization and bring this definition to life, the Board identified the development of a strategic plan as a priority.

In partnership with Root, Inc., staff used input from the Board retreat in September 2016 and identified a process to engage key stakeholders to better understand where stakeholders want the organization to be in the next 5 years, and drafted a five year strategy for review and discussion at the March 10-11, 2017 Board Retreat. The process included the following steps:

1. Conduct key stakeholder interviews for input on regional air transportation needs;
2. Facilitate a series of working sessions with executive staff to identify goals and initiatives designed to meet stakeholder needs;
3. Develop and define measures of success to achieve identified goals and initiatives;
4. Draft the strategic plan and facilitate Board review for input and direction at the March 2017 Board Retreat;
5. Refine validate goals, initiatives and success measures based on Board Retreat feedback; and
6. Present updated draft of the strategic plan for discussion at the April 2017 Board Workshop; and
7. Integrate final comments into the Five-Year Strategic Plan before final adoption by The Board.

As a result of this process, the final strategic plan reaffirms our Vision of Mastering the Art of Airports and offers additional context on how the plan aligns with our long-term, enduring strategies. The strategic plan addresses relevant economic, environmental and social opportunities, risks and obligations. The Five-Year Strategic Plan defines the current state, articulates a five year future state (2022), and offers success metrics that can be used to track and measure progress toward goal attainment during the five year period.

The Board is asked to approve the Five-Year Strategic Plan.

**Fiscal Impact:**

The Five-Year Strategic Plan will have no direct organizational cost. Rather, it guides organizational decision making and any costs associated with such decisions are accounted for and approved in the organization’s capital plans and annual budgets as approved by the Authority Board of Directors.

**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. 2017-0040

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY APPROVING THE FIVE-YEAR  
STRATEGIC PLAN

WHEREAS, the Authority's mission is to plan for and provide air transportation services to the region with safe, effective facilities that exceed customer expectations; and operate San Diego's air transportation gateways in a manner that promotes the region's prosperity and protects its quality of life; and

WHEREAS, in 2012 the Authority established a strategic vision of Mastering the Art of Airports by executing on initiatives in five long-term and enduring areas of focus defined as customer; operations; community; employee and financial; and

WHEREAS, the Authority Board identified as a priority the need to update its strategic plan for the next five years; and

WHEREAS, staff was instructed to develop a plan that would assure the Authority remain an enduring, resilient, customer-focused enterprise by effectively managing its financial; social; and environmental risks, opportunities and obligations; and

WHEREAS, input was solicited from community stakeholders to identify current and future regional air transportation needs; and

WHEREAS, the input of the community, the Board and staff was integrated into a Five-Year Strategic Plan for the San Diego County Regional Airport Authority.

NOW, THEREFORE, BE IT RESOLVED that the Board approves the Five-Year Strategic Plan (Attachment A); and

BE IT FURTHER RESOLVED that this Five-Year Strategic Plan supports organizational alignment and guides the planning and activities of the organization; 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 4th day of May, 2017, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL



# SAN DIEGO

INTERNATIONAL AIRPORT

LET'S **GO.**

**San Diego County Regional Airport Authority  
DRAFT Five-Year Strategic Plan  
2017 - 2022**

## INTRODUCTION

In February 2016, the Board gave direction to staff to create a five-year strategic plan that would help guide San Diego International Airport (SAN) through a crucial time. Over the next half-decade, the Airport Authority will undertake several transformative initiatives, including hiring a new President/CEO, building a new Federal Inspection Services facility to accommodate a major increase in international service, and furthering the Airport Development Plan (ADP), which will replace Terminal 1 and maximize the sustainable use of our 661-acre footprint for decades to come.

The Board specifically asked for a strategic plan because it wanted a forward-looking policy document that sets the vision for the future of SAN, as opposed to a tactical plan that lists major projects without a full consideration of the bigger picture.

To properly craft a strategic plan for the next five years, it's important to have in place a concrete understanding of where the airport stands today and how it got here. SAN is truly a success story, growing from a muddy airfield in the late 1920s to a major international airport today that serves more than 20 million people annually – about the same number of people who visit Balboa Park, Petco Park and the San Diego Zoo combined.

SAN has emerged as a leader not only in the aviation industry, but in the community, too. As one of the foremost economic drivers in the San Diego region, the airport generates approximately \$10 billion annually in economic impact; has created thousands of construction jobs through key capital improvement projects; and provides continuous employment for more than 8,000 people who work for airlines, concessionaires, contractors and the Airport Authority itself.

This five-year strategic plan will enable the Airport Authority to sustain its leadership position as a business-driven, passenger-centered, community-minded enterprise. It will do so by aligning leadership and staff over the next five years in their efforts to plan and build an enduring, resilient enterprise through effective management of financial, social and environmental risks, opportunities and obligations.

The Airport Authority, in partnership with Root, Inc., laid the groundwork for this evolution in 2012 with *Mastering the Art of Airports*, our strategic vision map [Appendix 1]. The map articulates both our vision of *Mastering the Art of Airports* and our mission, which is to *plan for and provide air transportation services to the region with safe, effective facilities that exceed customer expectations and operate San Diego's air transportation gateways in a manner that promotes the region's prosperity and protects its quality of life*. In addition, the map identified five long-term, enduring strategies that have consistently informed our work:

- **Customer:** Achieve the highest level of internal and external customer satisfaction.
- **Community:** Be a trusted and highly responsive regional agency.
- **Operations:** Operate our airport in a safe, secure, environmentally sound, effective and efficient manner.
- **Employee:** Assure the highest level of commitment and productivity.
- **Financial:** Enhance the financial position of the Authority.

After the initial interviews with our Board members and community stakeholders, and a Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis, we believe that this strategic vision remains unchanged. It is an ongoing “north star” that guides all that we do. To bring that vision into sharper focus and align our work during the next five years (FY 2018-2022), the plan will define new, specific strategic goals.

As we embark upon this endeavor, we know that our culture will continue to guide our actions and successfully allow us to adapt to our evolving environment. This new environment is comprised of not only significant growth in international traffic and a new Terminal 1, but also new leadership demands, new community partnerships and new ways of doing business. Amid all of this change, our fundamental approach will be to remember our roots – our origin, traditions, and other things that help us thrive. Integral to this approach are our values – safety, integrity, customer, excellence, diversity, learning and teamwork. These values, and how we actualize them every day, create the intangible “magic” that makes the Airport Authority exceptional and enables us to flourish. At the same time, we will remain clear-eyed as we move forward, seeking opportunity and inspiration to help us realize future goals.

## FUTURE STATE DESCRIPTION

Our Current State [Appendix 2] describes the organization as it is today. Our Future State is an aspirational description designed to create a single, memorable and compelling statement that facilitates alignment of leadership and staff and focuses attention on the agreed upon path to achievement. The Future State should act as a filter for key decision making – from leadership to the front line.

*In 2022, our integrated leadership team has continued to evolve the Authority into a passenger-focused, business driven, community-centered enterprise. We have achieved our five-year strategic plan and are widely recognized for successfully managing our financial, social and environmental sustainability.*

Broadly, the strategic goals for this five-year period will enable us to measure and communicate the success of this approach and, importantly, to make the shifts needed as we traverse new territory. While each goal offers specific initiatives and measures, all five are intended to articulate efforts that should be achieved collectively to arrive at the intended Future State. All five together will ensure our impact, our progression toward sustainability, and our readiness for further growth. They are defined as follows:

**1. Exceed our customers' expectations by introducing innovative service and facility enhancements:**

In 2022, a traveler at San Diego International Airport will have access to non-stop routes to five continents and enjoy a terminal experience that rivals the Green Build experience today, no matter which airline is chosen. Both private and public ground transportation options will be technology-enhanced and support a stress-free journey.

**2. Grow and efficiently manage capacity for future demand, both landside and airside, including international facilities:**

In 2022, we will be optimally positioned to continue to operate our airport in a safe, secure, environmentally sound, effective, and efficient manner.

**3. Enhance community understanding of SAN as an economic engine and a portal for prosperity that enhances our quality of life:**

In 2022, elected officials and community, civic and business leaders will be familiar with SAN's story and recognize SAN as a regional economic driver that generates approximately \$10 billion annually in economic impact, is a major job creator, and acts as a mindful community partner.

**4. Develop leaders and a workforce aligned to the needs of our Strategic Plan and an inclusive environment that reflects the diversity of our community:**

In 2022, our organization will have sustained its position as an employer of choice, attracting and retaining a skilled workforce and leadership team that are highly productive and committed. Our leaders will successfully coach and develop employees to assure succession and the continuity of a high-performing culture.

5. **Execute a Plan of Finance that provides the financial resources necessary to achieve the 2022 Future State while maintaining the enterprise's strong financial position:**

In 2022, our organization will have successfully funded the first phase of the ADP while maintaining a credit rating of "A" or better. The enterprise will be in a strong financial position to weather economic downturns and continue subsequent phases of the ADP and capital program.

Clarity of focus and continuous alignment around this Future State will be the key to successful accomplishment of the initiatives and actions required for this plan to be executed. To assure ongoing alignment as the plan evolves, the Decision-Making Process [Appendix 3] was developed. This process further clarifies roles and responsibilities to assure an agile and timely response to the changing market conditions in which the airport operates.

The remainder of this plan details the specific initiatives and associated success measure that have been identified as necessary to arrive at our desired Future State.

## STRATEGIC GOALS AND SUPPORTING INITIATIVES:

### **Customer**

The Airport Authority's customer strategy, "Achieve the highest level of internal and external customer satisfaction," is not something that can be delivered in a vacuum. Over 8,000 tenant and regulatory employees assist 60,000 people a day on average through the facility.

Both capacity constraints and resources expended on facilities maintenance for Terminal 1 are stressing our ability to sustain high levels of satisfaction. In addition, our airline customers anticipate growth and are asking for new facilities to support their needs. With air service expected to continue to grow in San Diego's market, envisioning and financing new infrastructure to meet these expectations will be key.

As a result, over the next five years, a great deal of construction is expected, disrupting circulation patterns, relocating airlines and making the customer goal even more critical to the success of the organization. Customer service is a culture, not just something we provide. This culture, to be effective, should be experienced by airport customers along their entire journey from home all the way through to exiting our airport.

One measure of this experience is the Airports Council International Global Airport Service Quality (ASQ) survey which assesses 38 different attributes ranging from wayfinding to ground transportation to comfort and ambiance of the airport terminals. In order to be efficient and effective with our limited resources, we must analyze customer feedback and engage our airport partners to identify and address the key attributes that drive passenger satisfaction within each unique customer segment. Through this strategic goal and related initiatives, we will continue to identify and implement innovation and measured facility enhancements designed to delight our customers.

Goal: Exceed our customers' expectations by introducing innovative service and facility enhancements.

#### *Success Measures:*

- Sustain current Terminal 2 level ratings (4.0+) in customer satisfaction on the ACI-NA ASQ for priority items (currently defined as comfort of waiting/gate areas, internet access/Wi-Fi, restaurant/eating facilities).

ASQ Scores for Terminal 2 Overall

| ASQ Attributes                 | 2016 | 2015 | 2014 |
|--------------------------------|------|------|------|
| Overall Satisfaction           | 4.45 | 4.40 | 4.38 |
| Business Traveler Satisfaction | 4.39 | 4.34 | 4.35 |
| Leisure Traveler Satisfaction  | 4.49 | 4.45 | 4.40 |
| Comfort of Waiting/Gate Areas  | 4.30 | 4.20 | 4.23 |
| Restaurant/Eating Facilities   | 4.10 | 4.02 | 4.02 |
| Internet Access/Wi-Fi          | 3.28 | 3.17 | 3.65 |

### Initiatives:

- Attract both international and domestic airlines and passengers:
  - Increase net two new non-stop routes to international destinations by 2022; and
  - Increase net four new non-stop routes to domestic destinations by 2022.
- Advance the ADP:
  - Develop construction-ready plan for a new Terminal by summer 2019; and
  - Integrate design requirements to achieve a minimum LEED Silver or equivalent certification.
- Define and deliver a seamless, unique, consistent airport and product experience:
  - Assemble an Airport Stakeholder Working Group to define common customer experience expectations;
  - Facilitate customer experience solutions to address the changing airport environment for each customer segment; and
  - Implement at least one new innovation each year that improves the customer experience.
- Develop a plan for transportation to and at the airport that anticipates and responds to technological changes:
  - Advance the collaborative development of a plan for access to the airport using public transportation and alternative modes by 2022 with identified funding sources;
  - Achieve a reduction in airport traffic on Harbor Drive by including on-airport roadways in the ADP and engaging stakeholders to address ingress and egress issues; and
  - Sustain or increase customer satisfaction in an evolving ground transportation market by anticipating changes and integrating new, dynamic and alternative services.

## **Operations**

SAN has earned a reputation in the aviation industry as an efficient and well-run airport. Located on 661 acres, it hosted 20 million travelers in 2016 and anticipates steady growth for the foreseeable future. Considering an excess of 197,000 annual operations, it is the busiest single-runway airport in the nation. With all of the infrastructure constraints due to limited space, SAN continues to achieve high marks for customer service, safety and operating parameters.

In anticipation of the continued growth in passenger traffic and operations, the organization has embarked on a master planning effort, commonly referred to as the ADP. This 20-year, long-term plan will address infrastructure development, capacity enhancements, traffic flows, passenger amenities and revenue opportunities. A continued focus on effectively managing its limited resources, as well as sustainability efforts and impacts, is a paramount consideration. Organizational and individual staff efforts are aimed at creating, nurturing and fostering a highly resilient and sustainable enterprise.

The Airport Authority's operational goal is to continue to grow and efficiently manage the capacity of the airport. The goal and initiatives outlined below suggest measures that will define success in achieving airside and landside facilities development, operational effectiveness for domestic and international air service, and managing the business of the airport; all in a sustainable manner.

Goal: Grow and efficiently manage capacity for future demand, both landside and airside, including international facilities.

*Success Measures:*

- Experience no non-administrative exceptions on Part 139 (operating certificate) annual inspections;
- Optimize gate utilization;
- Sustain Transportation Security Administration (TSA) wait time of 15 minutes or less;
- Achieve Airport Carbon Accreditation (ACA) level 3+ (carbon neutrality); and
- Infrastructure projects will be delivered on time and on budget.

Initiatives:

- Align facilities to meet demand, both international and domestic:
  - FIS and Parking Plaza facilities complete by Spring/Summer 2018;
  - Develop specific plans to maintain customer service levels through construction (FIS, Parking Plaza and ADP);
  - Achieve key milestones to have the ADP Environmental Analysis, Programmatic Definition Document and Value for Money Analysis complete by 2019 to support construction of phase one of the ADP;
  - Complete key supporting infrastructure improvements by 2019;
  - Influence and obtain additional Customs and Border Protection and TSA staffing as needed; and
  - Utilize cost benefit analysis to replace or maintain existing assets.
- Complete and begin implementation of the Sustainability Management Plan:
  - Complete development of the plan by 2019;
  - Meet GHG emissions reduction and offset requirements for ACA level 3+; and
  - Publish annual Sustainability Report tracking the organization's performance.
- Manage ongoing business effectively through change:
  - Comply with all applicable federal, state and local laws and regulations; and
  - Comply with all administrative and regulatory orders.
- Implement a sustainable 20-year capital plan:
  - Execute five-year capital plan;
  - Annually update the 20-year plan while considering the ADP; and
  - Triennially update the facilities condition assessment plan.
- Work with state and federal wildlife agencies to address operational growth and California Least Tern habitat management.

## Community

The Airport Authority's mission states our commitment to operate SAN "in a manner that promotes the region's prosperity and protects its quality of life." The community's understanding of that commitment – and of the many programs and services that the Airport Authority pursues to achieve it – is critical to our success. As we continue to attract air service, pursue major capital projects, lead the way in sustainability, and innovate in many other ways, we will need to maintain and grow community support.

The Airport Authority's Community Strategy is to be "a trusted and highly responsive regional agency." That strategy has been, and will continue to be, a key consideration of all of the organization's actions. Through the strategic goal and related initiatives outlined below, we will endeavor to further build that trust as we engage the community to advance its understanding of how SAN contributes to the region's growth and quality of life. The Community goal recognizes that the Airport Authority will be most effective if the community understands the value that SAN brings to the San Diego region.

This contemplates a number of significant projects – particularly the ADP. The Community goal recognizes the need to continue outreach to all sectors of the community via multiple channels during every stage of the development process.

In addition to the proactive educational aspects of the goal and initiatives below, there remains a continued focus on mitigating the noise impacts to the communities surrounding SAN. This recognizes that we must maintain our commitment to being a good neighbor – both by reducing noise impacts within the noise contours and continuing to seek funding for the Quieter Home Program.

Goal: Enhance community understanding of SAN as an economic engine and a portal for prosperity that enhances our quality of life.

*Success Measures:*

- Achieve continued community support for significant Authority initiatives.

Initiatives:

- Execute regional engagement and education plan to clearly communicate SAN's role in economic growth (including focus on small/local/disadvantaged businesses), innovation, environmental sustainability, and quality of life for local residents (including noise efforts):
  - Complete a minimum of six presentations to key business and community organizations per year;
  - Complete periodic presentations to key governmental agencies (Port of San Diego; City of San Diego; SANDAG) regarding key projects and to bolster engagement; and
  - Achieve a minimum of 12 boosted social media posts per year.
- Solicit champions to tell our story:
  - Secure publication of economic impact study articles through a minimum of 15 business and community communications channels;

- Secure publication of Airport Carbon Accreditation articles through a minimum of 15 business and community communications channels; and
- Secure publication of non-stop International Air Service articles through a minimum of 15 business and community communications channels.
- Continue to focus on programs to reduce noise impacts:
  - Reduce number and percentage of people residing in areas affected by noise;
  - Conduct proactive outreach with noise impacted communities; and
  - Advocate for continued federal grant funding for the Quieter Home Program.
- Further develop arts and cultural programming through strategic community partnerships that expand awareness of the airport as a cultural gateway:
  - Complete the Arts Master Plan;
  - Develop new opportunities for engagement with youth and educational organizations; and
  - Execute performing arts residency, community workshops and special programming.
- Raise awareness of significant projects through unpaid media opportunities:
  - Number of and key message placements with balanced and positive tone;
  - Web traffic and number of project specific visits; and
  - Continue one-on-one and small group interactions with key stakeholders.

## Employee

Since inception, the Airport Authority has endeavored to maintain its position as an Employer of Choice. An Employer of Choice is an organization whose culture and workplace practices inspire optimal productivity from employees who are dedicated to the organization's success. It means that people will choose to work for the Airport Authority and that people will choose to stay with the Airport Authority, even when they are being courted by recruiters with exceptionally attractive inducements.

As the Authority attempts to achieve aggressive targets in the years ahead, a stable workforce will be a key advantage. In a rapidly changing industry with unemployment at the lowest point in decades, a tight and highly competitive labor market will be a key challenge. To attract, optimize and retain the talent needed to execute our strategy in this environment will require a continued commitment to recognizing and rewarding employee contributions.

The Airport Authority's employee strategy - to assure the highest level of commitment and productivity - assumes an understanding that high employee engagement drives increased productivity. It also assumes that a diverse workforce that reflects the San Diego region leads to greater innovation and improved problem solving. As a result, the Airport Authority has invested in competitive compensation and benefits programs that are aligned with business performance, support meaningful succession and help avoid the high cost of turnover.

The strategic goal and related initiatives outlined below evolve from the above history and support our efforts to recruit and retain individuals who are customer oriented, demonstrate initiative, are team players, and are accountable for work performance. The goal further recognizes the need to maintain workforce flexibility and agility as we execute our five-year plan. To do so we will continue to offer appropriate developmental and advancement opportunities and recognize performance with incentives for employee success, retention, and professional development. Emphasis remains on a performance based rewards philosophy administered in an open, fair, and equitable fashion.

Goal: Develop leaders and a workforce aligned to the needs of our Strategic Plan and an inclusive environment that reflects the diversity of our community.

*Success Measures:*

- Attract and retain a highly engaged, highly productive workforce; and
- Achieve diversity at all levels in the organization that furthers innovation and problem solving.

| <b>Dimension</b>           | <b>2013<br/>% Favorable</b> | <b>2015<br/>% Favorable</b> | <b>Peer Group<br/>% Favorable</b> | <b>2022 Target<br/>(at or above)</b> |
|----------------------------|-----------------------------|-----------------------------|-----------------------------------|--------------------------------------|
| <i>Employee Engagement</i> | 78%                         | 78%                         | 69%                               | 78%                                  |
| <i>Supervision</i>         | 74%                         | 75%                         | 62%                               | 71%                                  |
| <i>Benefits</i>            | 77%                         | 77%                         | 62%                               | <i>Positive Correlation</i>          |
| <i>Pay</i>                 | 46%                         | 46%                         | 50%                               | <i>No Negative Correlation</i>       |
| <i>Work Environment</i>    | 70%                         | 68%                         | 59%                               | 68%                                  |
| <i>Teamwork</i>            | 50%                         | 54%                         | 42%                               | 51%                                  |

Initiatives:

- Create an effective succession and transition plan for ongoing leadership changes:
  - Identify key skill sets required and anticipated gaps through workforce planning; and
  - Articulate a strategy for closing the gaps.
- Develop leaders to be better coaches who enable independent decision making:
  - Supervision dimension remains significantly above benchmark for peer organizations.
- Attract a new generation of diverse employees and leaders:
  - Specific targeted outreach efforts are identified and executed to assure a highly qualified, diverse candidate pool; and
  - Development efforts are identified and executed to address known gaps in diversity and sustain an inclusive environment.
- Develop compensation and benefits programs for a multi-generational workforce that recognize individual strategic contributions:
  - Pay and Benefits dimensions are not negatively correlated to engagement; and
  - Work Environment remains significantly above benchmark for peer organizations.

- Determine innovative, flexible organizational staffing needs that reflect the ADP and capital program to sustain success:
  - An analytical workforce planning assessment process is implemented and understood.
- Train and develop business driven, agile and collaborative capabilities:
  - Strategic Plan “success measures” are communicated and used to make business decisions; and
  - Teamwork dimension remains significantly above our benchmark for peer organizations.

## Financial

Successful execution of the Airport Authority’s financial strategy – to enhance the financial position of the Authority – is the foundation on which the Airport Authority has built its leadership position in the aviation industry and the local community. Since inception, Airport Authority assets have grown from \$473 million to \$2.2 billion, and annual operating revenue has increased from \$97 million to \$234 million. Major capital expansion programs including the Green Build and Rental Car Center were successfully executed while maintaining a credit rating of “A+”, debt service coverage well above 2.0 times and airline Cost Per Enplanement (CPE) of under \$11.00.

With this successful foundation, the Airport Authority will now embark on an aggressive five-year strategic plan that will strain financial resources and stretch financial metrics. Additional funding sources are limited so new approaches must be explored including alternative development delivery and financing methods and more aggressive, yet strong, financial metric policy targets. As always, it is imperative to continue to be prepared for economic, geopolitical, industry, or other shocks that present downside risks to the business.

The strategic goal and related initiatives below continue to build on our past success but look to the future as an opportunity to evolve and grow. By pursuing new ways of managing our business and challenging the status quo, we can support the aggressive future state from a financial perspective.

**Goal:** Execute a Plan of Finance that provides the financial resources necessary to achieve the 2022 Future State while maintaining the enterprise’s strong financial position.

### *Success Measures:*

- Audited financial performance exceeds budgeted financial performance;
- Debt Service Coverage at least equal to the minimum specified within the Authority’s Debt Issuance and Management Policy 4.40;
- Airline Cost per Enplanement (CPE) no greater than budgeted CPE, remaining competitive with industry benchmarks and peer airports; and
- Days Cash on Hand at least equal to the minimum specified within the Authority’s Debt Issuance and Management Policy 4.40.

Initiatives:

- Ensure Plan of Finance is flexible, nimble and able to proactively address future changes (e.g., industry, economy, geopolitical, regulatory):
  - Develop and stress-test a five-year plan;
  - Re-establish contingency plans and actions to be taken in the event of a significant shock; and
  - Negotiate new Airline Operating and Lease Agreement that supports Future State and protects Authority's financial position.
- Invest/participate in innovation that improves efficiency or enhances revenue:
  - Non-airline revenue growth to exceed budget expectations; and
  - Implement at least one new innovation each year that, in aggregate either reduces expense or enhances revenue by at least \$3 million over the five-year period.
- Evaluate multiple funding methods for the Capital Program (ADP and CIP), including public-private partnerships, select the best methods and execute the plan:
  - Assure Bond Rating no less than A.
- Evaluate contracts and partnerships for opportunities to improve revenue and expense profile.
- Develop business plan that evaluates margins on non-airline operating revenue streams, identifying the best opportunities for significant net income growth, and successfully capitalize on those opportunities:
  - Execute the resulting action plan(s) for any stream(s) that yield net income growth.

# Mastering the Art of Airports: Our Vision



## CURRENT STATE

The industry is rapidly changing and our business has experienced continued domestic and international growth. We are utilizing the full capacity of our organization and continue to innovate and expand in order to further our track record of successes. A significant leadership change has arrived. This five-year strategic planning effort is to assure our continued alignment and success.

## FUTURE STATE

In 2022, our integrated leadership team has continued to evolve the Authority into a passenger-focused, business driven, community-centered enterprise. We have achieved our five-year strategic plan and are widely recognized for successfully managing our financial, social and environmental sustainability.

# THE DECISION-MAKING PROCESS



● Board   ● Executive Team   ● Shared

|   | Initiate | Develop/<br>Create | Collaborate | Decision<br>Right | Execute |
|---|----------|--------------------|-------------|-------------------|---------|
| <p><b>POLICIES</b></p> <p>A set of basic principles and associated guidelines formulated and enforced by the governing body of an organization to direct and limit its actions in pursuit of long-term goals.</p> | ●        | ●                  | ●           | ●                 | ●       |
| <p><b>STRATEGIES</b></p> <p>What the company intends to do to accomplish the mission and drive toward the vision.</p>   | ●        | ●                  | ●           | ●                 | ●       |
| <p><b>GOALS</b></p> <p>The desired results that measure how well you are doing in implementing your strategies.</p>   | ●        | ●                  | ●           | ●                 | ●       |
| <p><b>1. INITIATIVES</b></p> <ul style="list-style-type: none"> <li>• Internal impact</li> <li>• Within existing budget</li> </ul> <p>What we will do to bring the strategies to life.</p>                        | ●        | ●                  | ●           | ●                 | ●       |
| <p><b>2. INITIATIVES</b></p> <ul style="list-style-type: none"> <li>• External impact</li> <li>• Outside existing policy or budget</li> </ul> <p>What we will do to bring the strategies to life.</p>             | ●        | ●                  | ●           | ●                 | ●       |
| <p><b>ACTIONS</b></p> <p>The specific tasks that leaders and their staff take to activate the initiative, thus the overall strategy. They take the tasks and drive them to the departmental/individual level.</p> | ●        | ●                  | ●           | ●                 | ●       |

## Board Communication

Date: May 4, 2017  
To: Board Members  
Via: Angela Shafer-Payne, Interim President/CEO  
From: Scott M. Brickner, Vice President, Finance & Asset Management/Treasurer  
Subject: Acceptance of the Unaudited Financial Statements for the Nine Months Ended March 31, 2017

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Attached is the Authority's Unaudited Financial Statements for the Nine Months Ended March 31, 2017 that was presented to the Finance Committee on April 24, 2017.



**SAN DIEGO**  
INTERNATIONAL AIRPORT

LET'S **GO.**

## Review of the Unaudited Financial Statements for the Nine Months Ended March 31, 2017 and 2016

Presented by:

Scott Brickner, CPA

Vice President, Finance and Asset Management/Treasurer

Kathy Kiefer

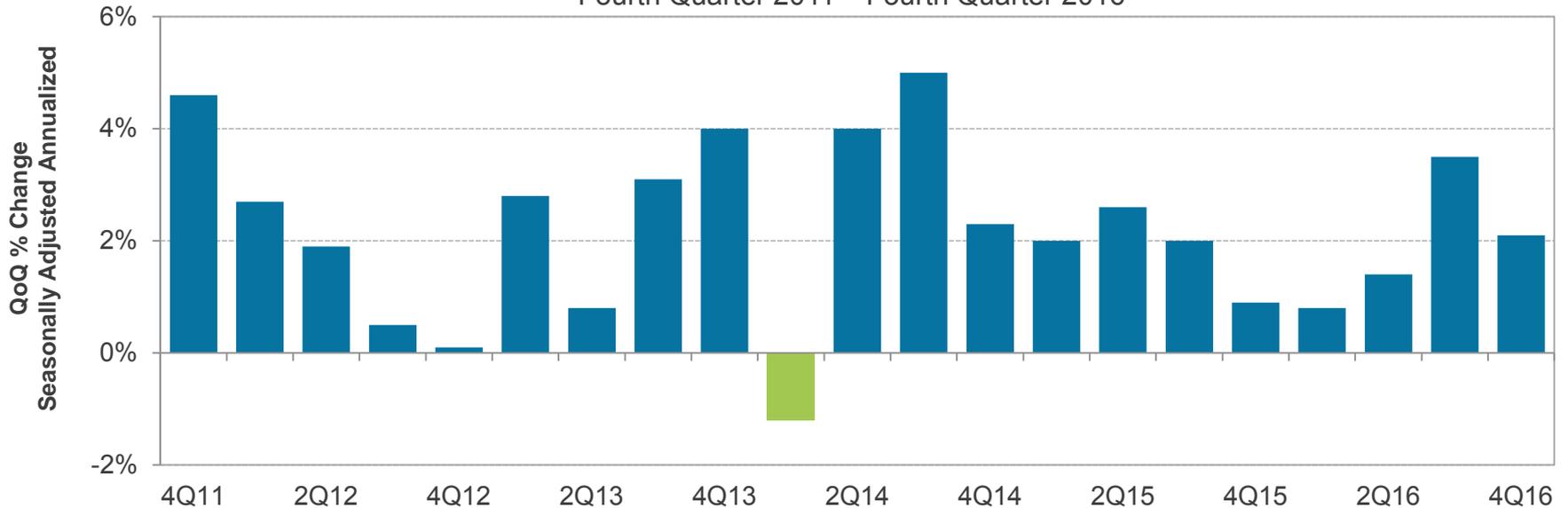
Senior Director, Finance & Asset Management

May 4, 2017

# Fourth Quarter GDP

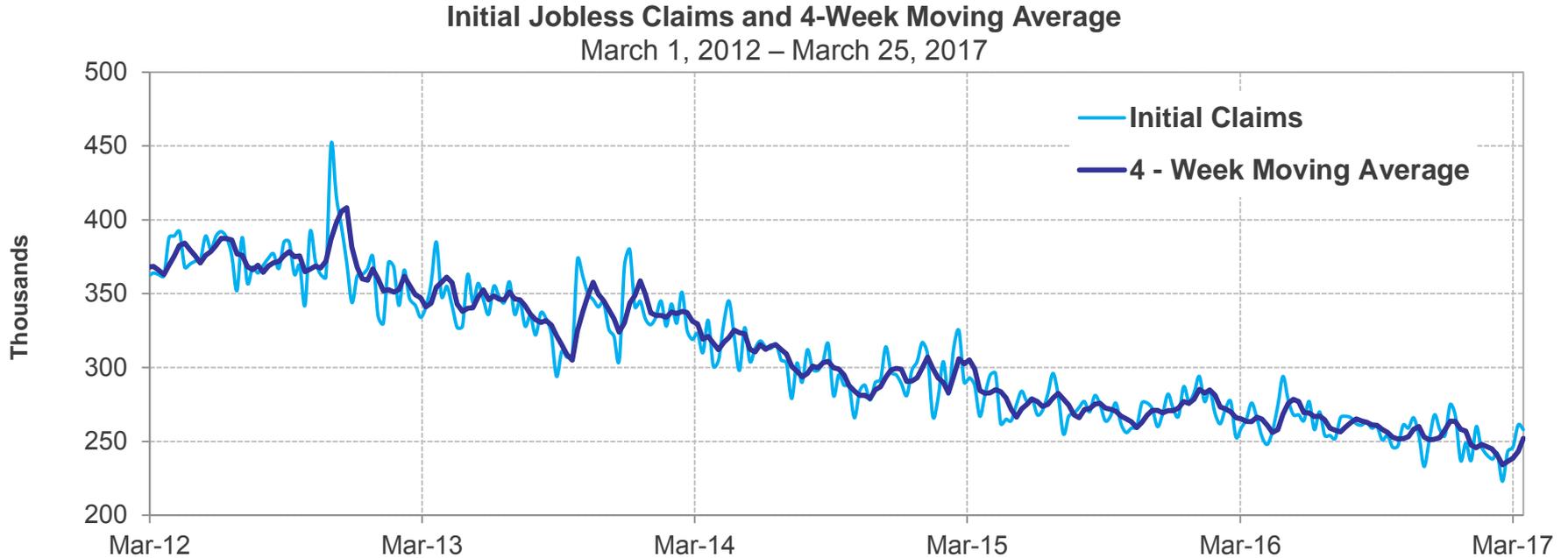
Fourth quarter GDP increased at an annual rate of 2.1% (third estimate), compared to the 3.5% increase in the third quarter. The third estimate was similar to the second estimate of 1.9%, leaving the general picture of economic growth as largely the same. In the fourth quarter, there was a slight upgrade in personal consumer expenditures and private inventory investments that were partly offset by downward revisions to nonresidential fixed investments and exports.

**U.S. Gross Domestic Product (QoQ)**  
Fourth Quarter 2011 – Fourth Quarter 2016



# Initial Claims For Unemployment

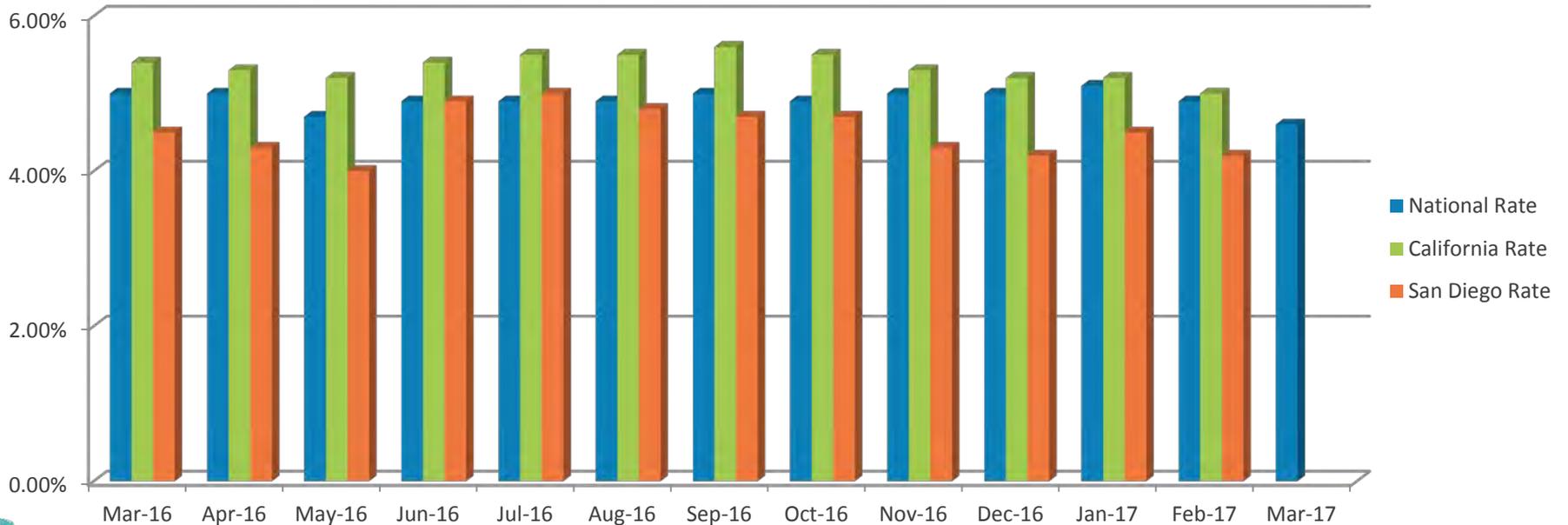
For the week of March 25th, initial claims for unemployment (seasonally adjusted) decreased by 3,000 to 258,000. The 4-week moving average, which helps smooth out some of the weekly volatility, increased by 7,720 to 254,250.



# Unemployment Rates

The National unemployment rate decreased slightly from 4.9 percent in February to 4.6 percent in March. The National U-6 rate decreased to 8.9 percent in March, down from 9.2 percent in February. (March data for California and San Diego will be released at a later date.)

## Unemployment Rates



# Consumer Price Index

The Consumer Price Index (CPI) for the twelve months ending February rose by 2.70%, compared to a 2.50% increase in January. Core CPI, excluding food and energy, was slightly down 2.20% for the twelve months ending February, compared to a 2.30% increase in January.

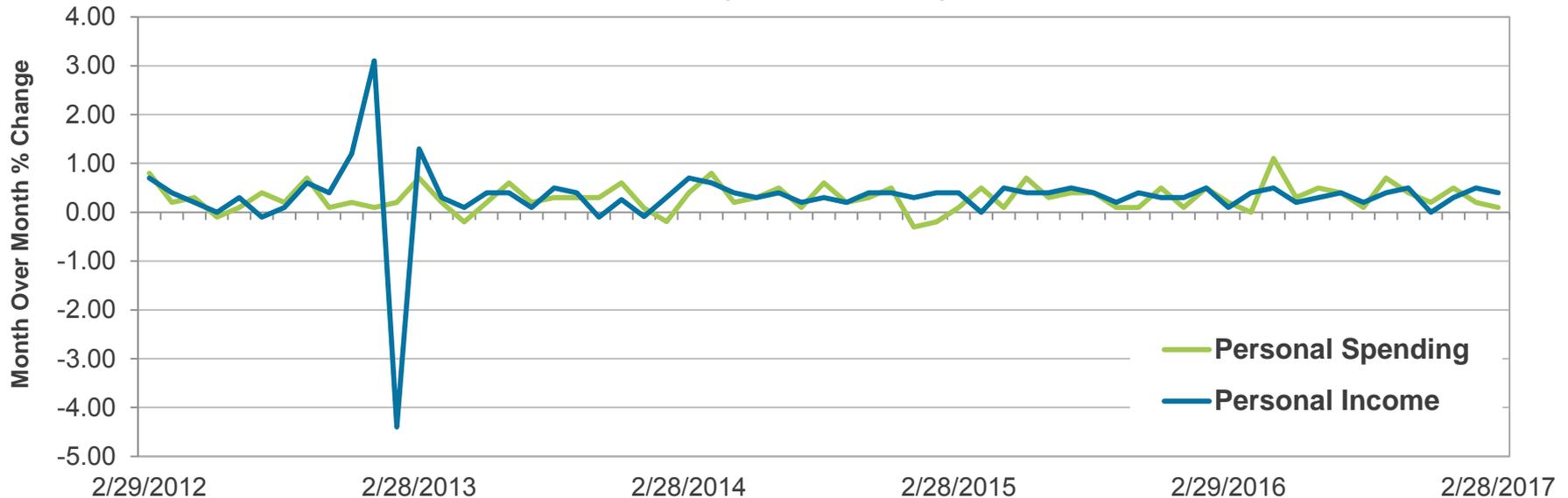
**Consumer Price Index (YoY%)**  
February 2012 – February 2017



# Personal Income and Spending

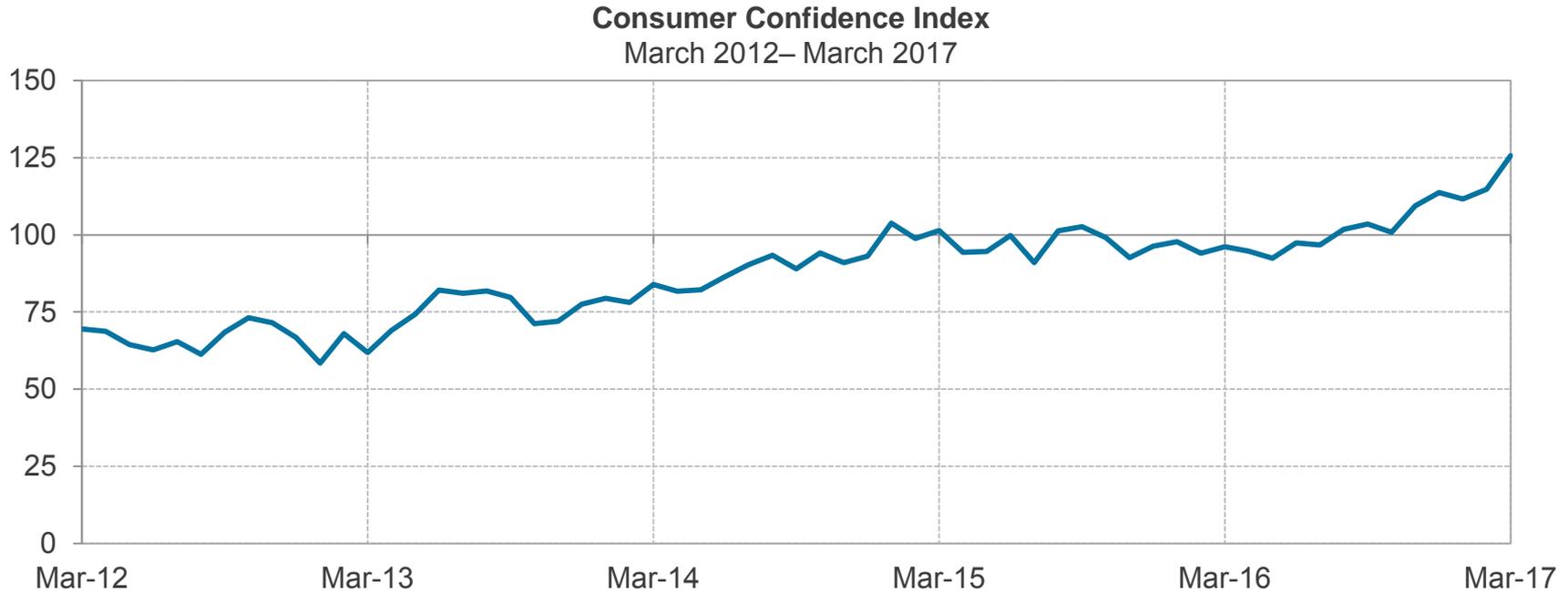
The overall picture for the consumer was strong in February. Personal income experienced a 0.40% increase compared to 0.50% in January. Consumer spending decreased in February by 0.10%, which was down from the 0.20% increase in January.

**Personal Income and Spending (MoM%)**  
February 2012 – February 2017



# Consumer Confidence Index

The Consumer Confidence Index increased sharply to 125.6 in March, which was up 10.8 points from February's 114.8 reading, the highest level since December 2000.



# Existing Home Sales

Existing home sales decreased by 3.7% in February to a seasonally adjusted rate of 5.48 million units. Despite this decline, February's sales pace is still 5.4% higher than a year ago. Home sales decreased as too few properties were available for sale and weakening affordability conditions stifled buyers in most of the country.

**U.S. Existing Home Sales (MoM)**  
February 2007– February 2017



# New Home Sales

New homes sales increased 3.7% in February to a seasonally adjusted annualized rate of 592,000 units, which was 6.1% above the February 2016 estimate of 525,000.



# REAL ESTATE



**“If you’re looking for something in the trendiest neighborhood, how do you feel about living in Cyberspace?”**

# Crude Oil Prices

Oil (WTI spot) closed at \$47.02 on March 27, slightly lower to its 30 day average. Oil has fallen recently on higher inventories (higher U.S. production and cheating on OPEC production limits that took effect on January 1). Crude oil is now 0.20% above its 12-month average of \$46.92

## West Texas Intermediate Oil Price Per Barrel (WTI Spot)

March 1, 2012 – March 27, 2017



# Jet Fuel Prices

Jet fuel has trended lower recently on lower crude oil prices. Jet fuel (U.S. Gulf Coast Spot) closed at \$1.412 on March 27, below its 30-day average of \$1.453. Jet fuel is now 4.4% above its 12-month average of \$1.352

## U.S. Gulf Coast Kerosene-Type Jet Fuel Spot Price FOB

March 1, 2012– March 27, 2017

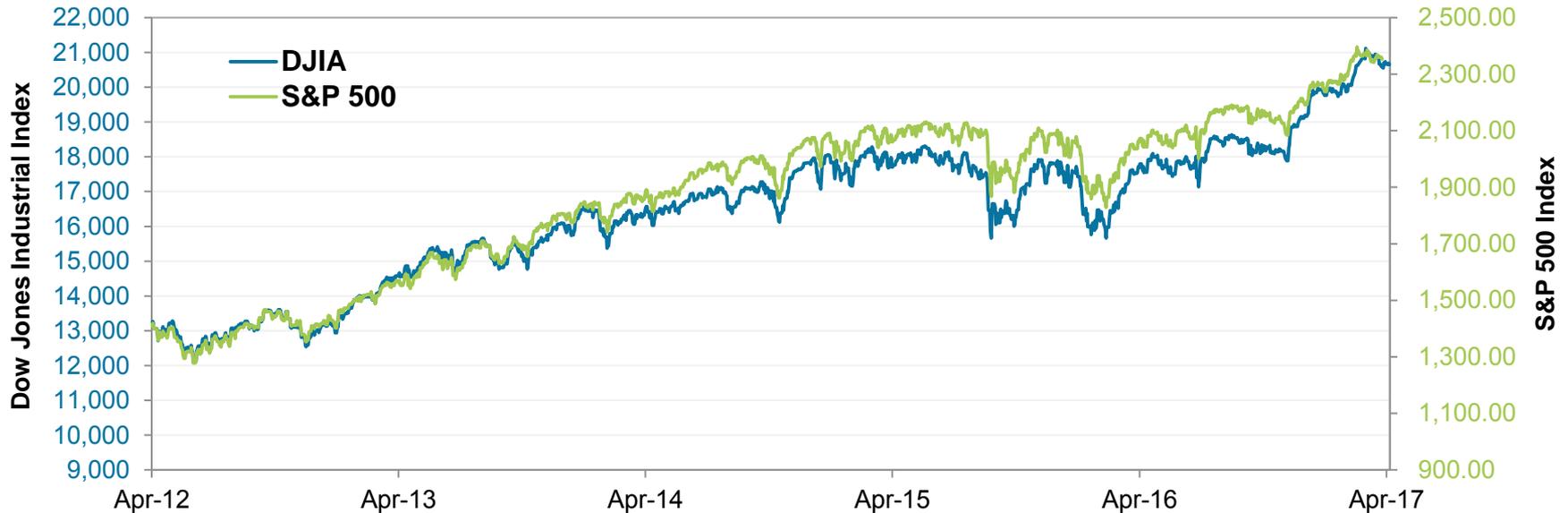


# U.S. Equity Markets

Equity markets have fallen recently in late March and April on uncertainty regarding when and what effect changes in the new Administration's policies will have on the economy. Year-to-date, the DJIA is up 4.48% and the S&P 500 is up 5.10%.

## Dow Jones Industrial Average (DJIA) and S&P 500 Indices

April 1, 2012 – April 5, 2017



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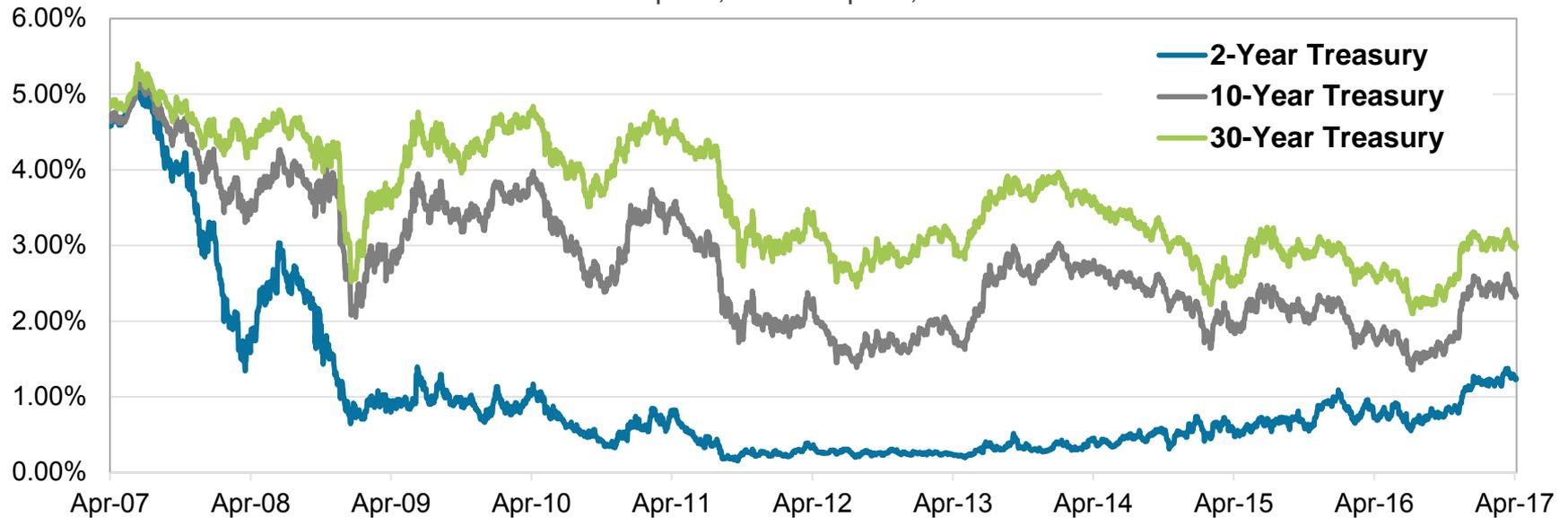


**“The Stock Market bounced back today on rumors that bouncing is a great way to burn calories and lose weight...”**

# Treasury Yield History

Longer-term Treasury yields, which rose sharply following the Presidential election and the March rate hike, have started to flatten in the past week.

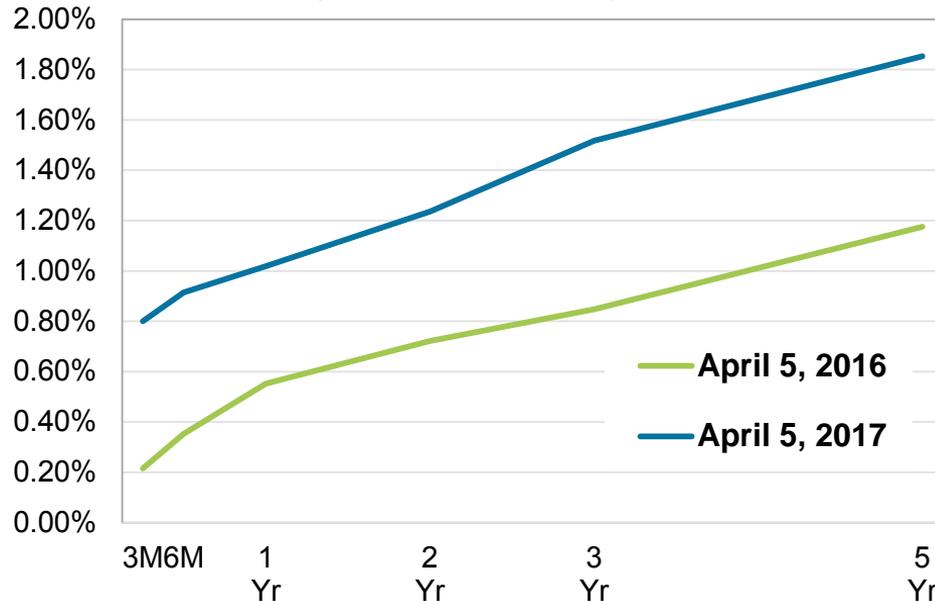
**2-, 10- and 30-year U.S. Treasury Yields**  
April 1, 2007 – April 5, 2017



# U.S. Treasury Yield Curve

Treasury rates surged following the U.S. elections, with longer maturities rising substantially due to higher inflation expectations from the President's proposed fiscal policies. The shorter end of the curve also moved higher as market participants priced in rate hikes in December 2016 and March 2017.

**U.S. Treasury Yield Curve**  
April 5, 2016 versus April 5, 2017



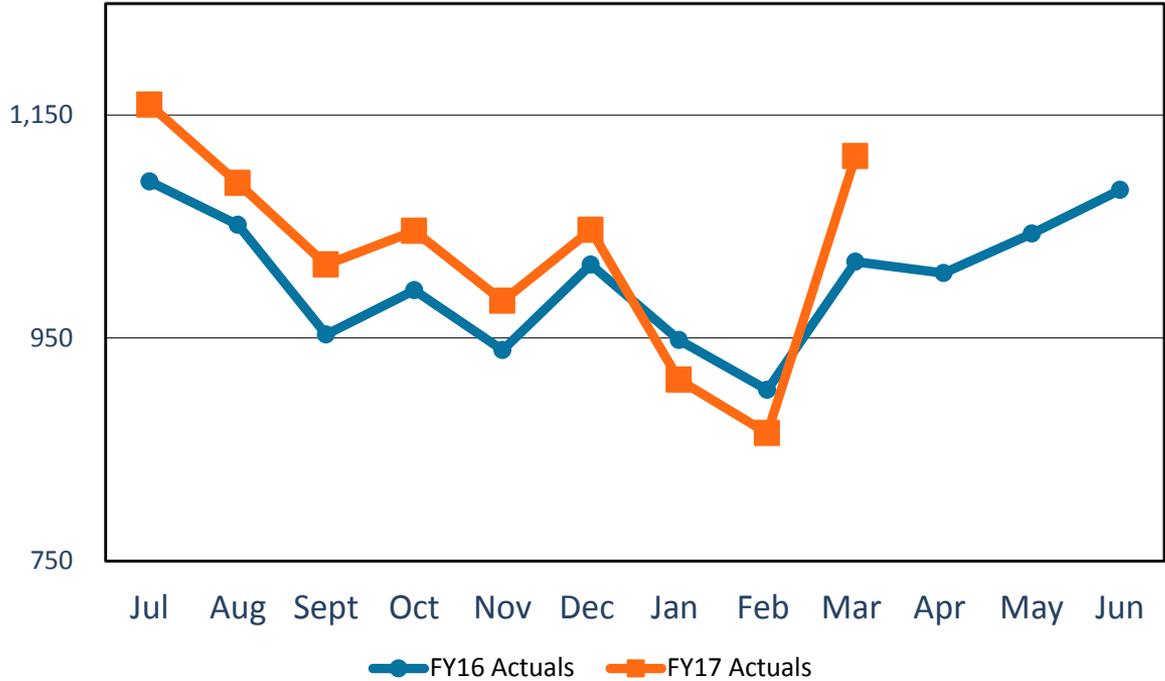
|               | 4/5/16 | 4/5/17 | Change |
|---------------|--------|--------|--------|
| <b>3-Mo.</b>  | 0.22%  | 0.80%  | 0.58%  |
| <b>6-Mo.</b>  | 0.35%  | 0.91%  | 0.56%  |
| <b>1-Yr.</b>  | 0.55%  | 1.02%  | 0.47%  |
| <b>2-Yr.</b>  | 0.72%  | 1.24%  | 0.51%  |
| <b>3-Yr.</b>  | 0.85%  | 1.52%  | 0.67%  |
| <b>5-Yr.</b>  | 1.18%  | 1.85%  | 0.68%  |
| <b>10-Yr.</b> | 1.72%  | 2.34%  | 0.62%  |
| <b>30-Yr.</b> | 2.55%  | 2.99%  | 0.44%  |



# Revenue & Expenses (Unaudited) For the Month Ended March 31, 2017 and 2016

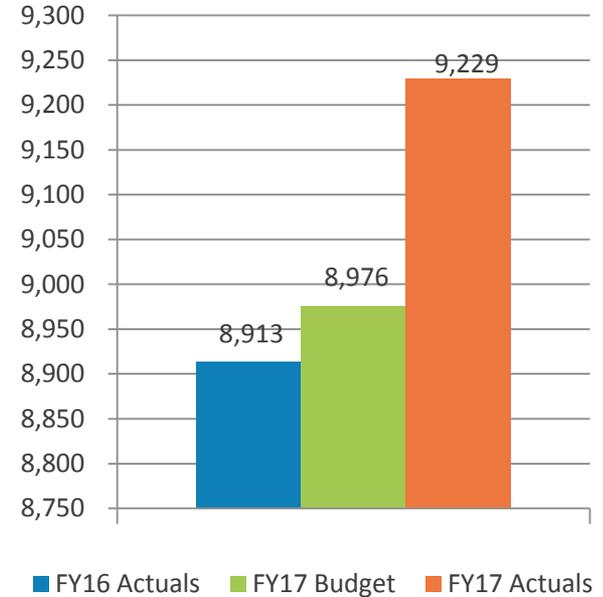
# Gross Landing Weight Units (000 lbs)

(000's)



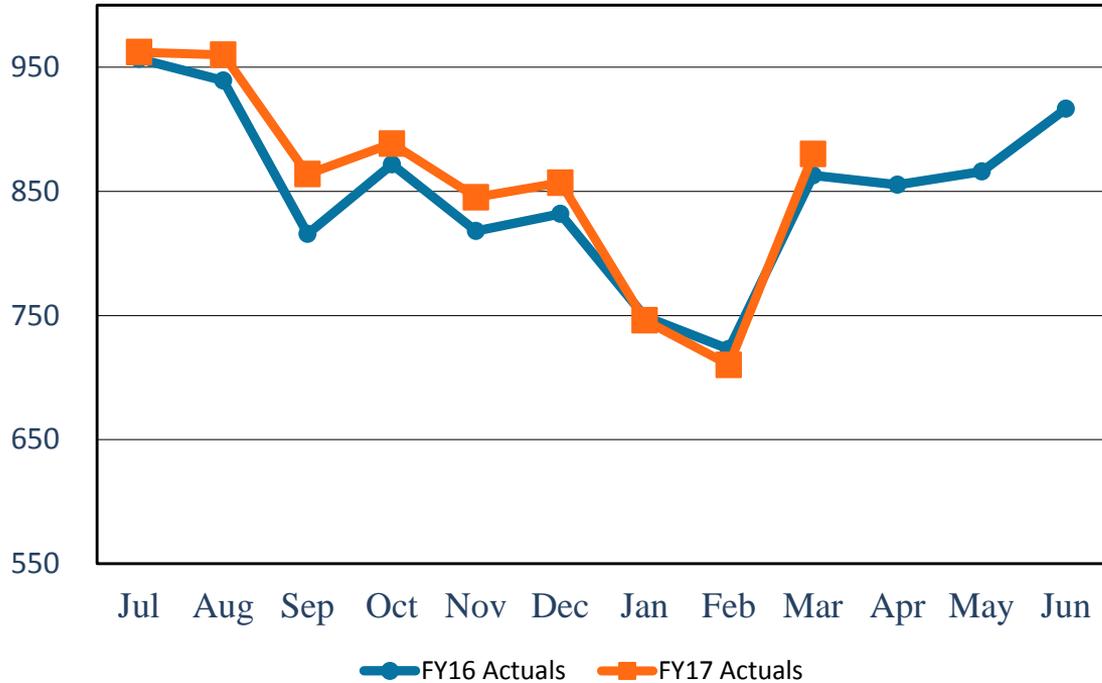
FY17 YTD Act Vs.  
FY16 YTD Act  
3.6%

FY17 YTD Act Vs.  
FY17 YTD Budget  
2.8%



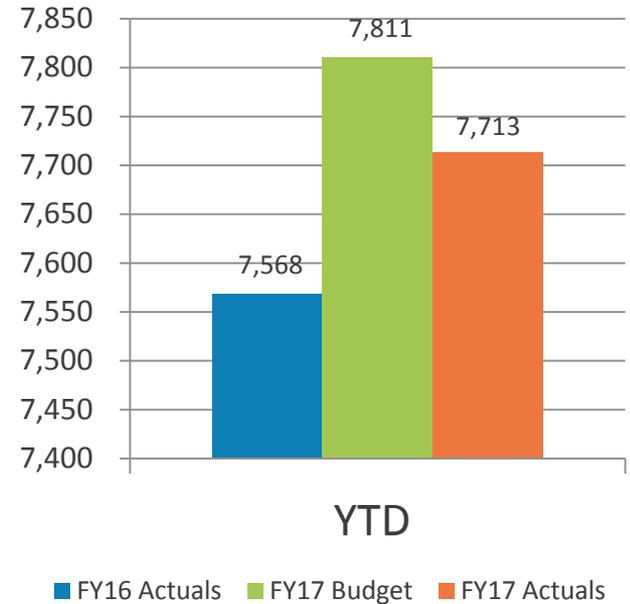
# Enplanements

(000's)

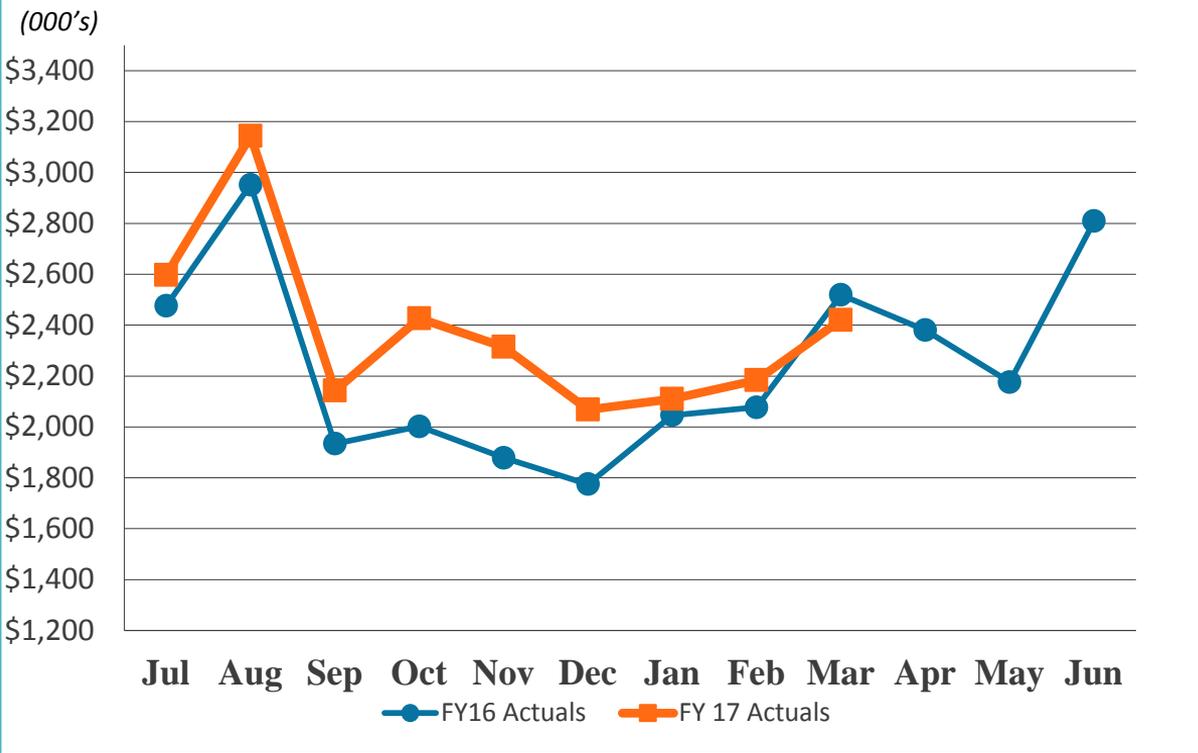


FY17 YTD Act Vs.  
FY16 YTD Act  
1.9%

FY17 YTD Act Vs.  
FY17 YTD Budget  
-1.2%

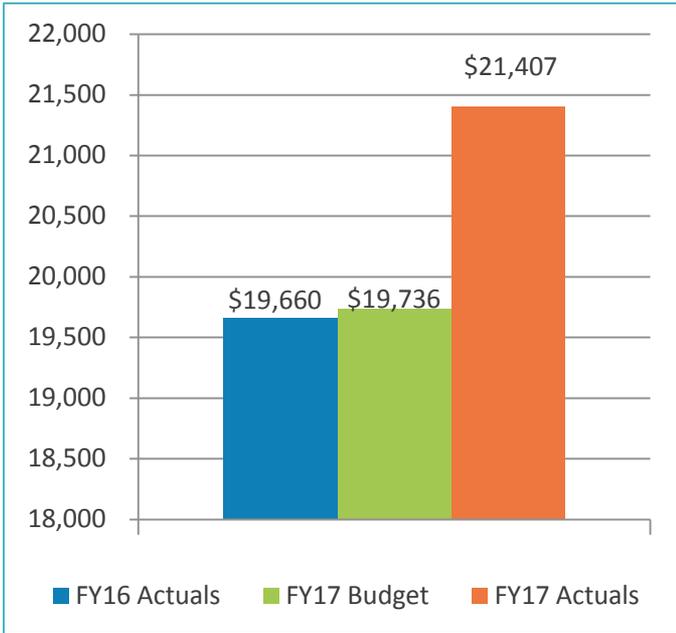


# Car Rental License Fees

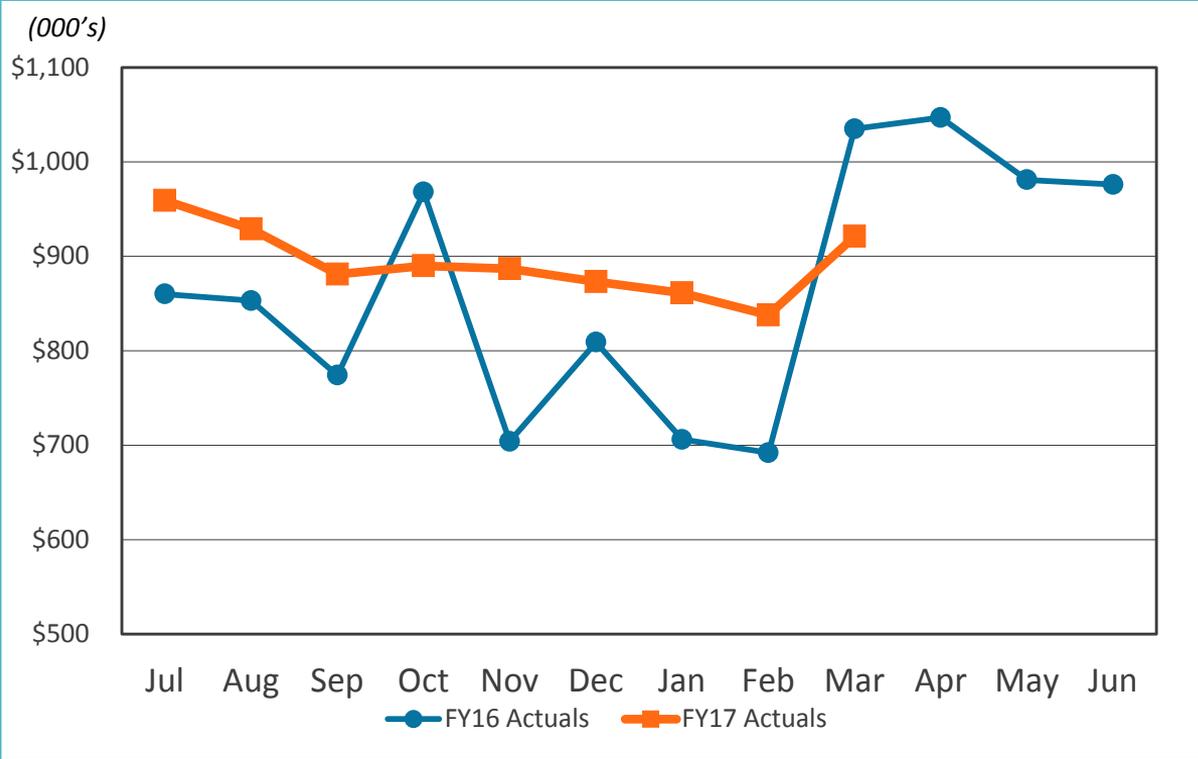


FY17 YTD Act Vs.  
FY16 YTD Act  
8.8%

FY17 YTD Act Vs.  
FY17 YTD Budget  
8.4%

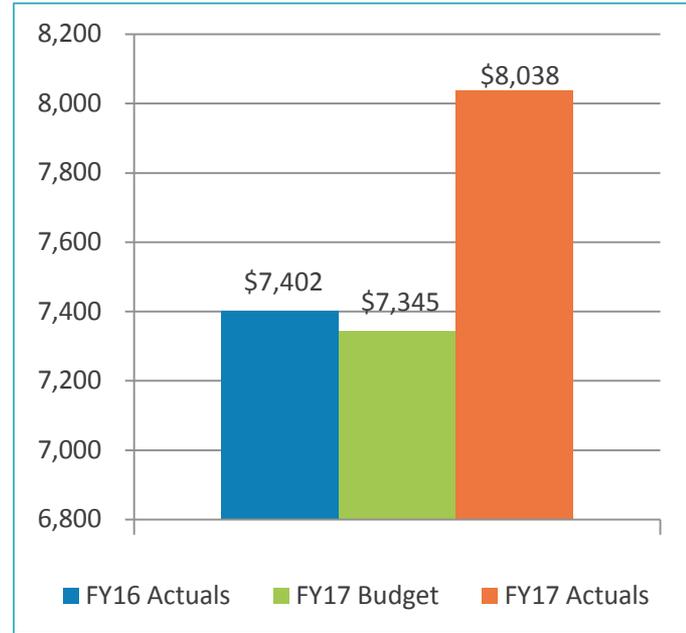


# Food and Beverage Concessions Revenue



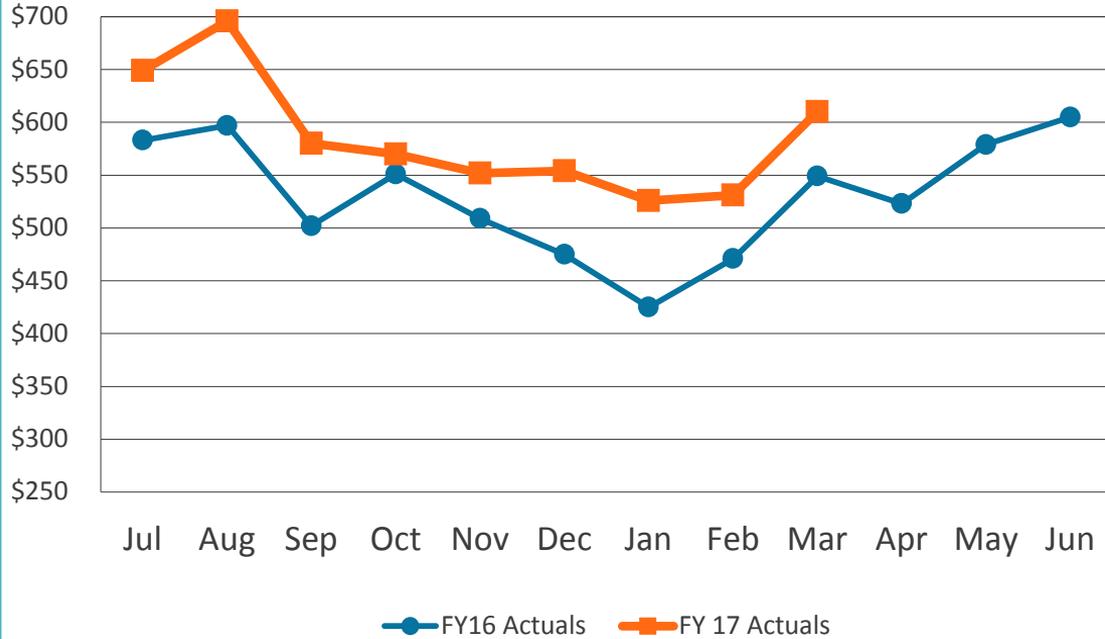
FY17 YTD Act Vs.  
FY16 YTD Act  
8.5%

FY17 YTD Act Vs.  
FY17 YTD Budget  
9.4%



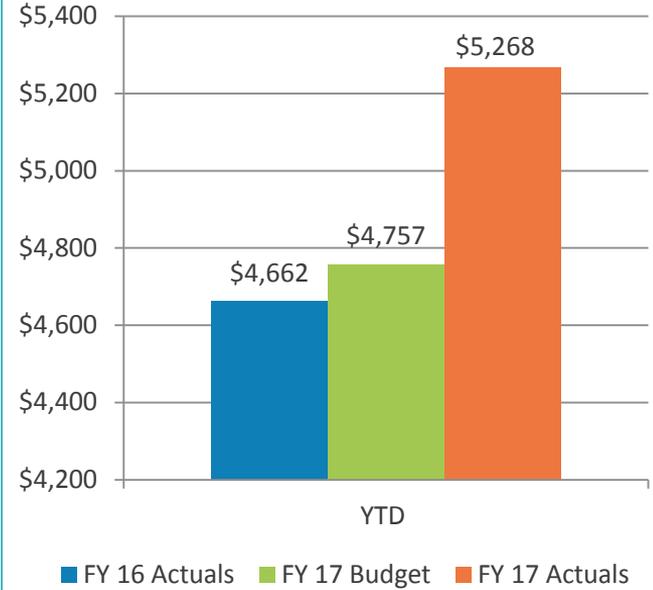
# Retail Concessions Revenue

(000's)

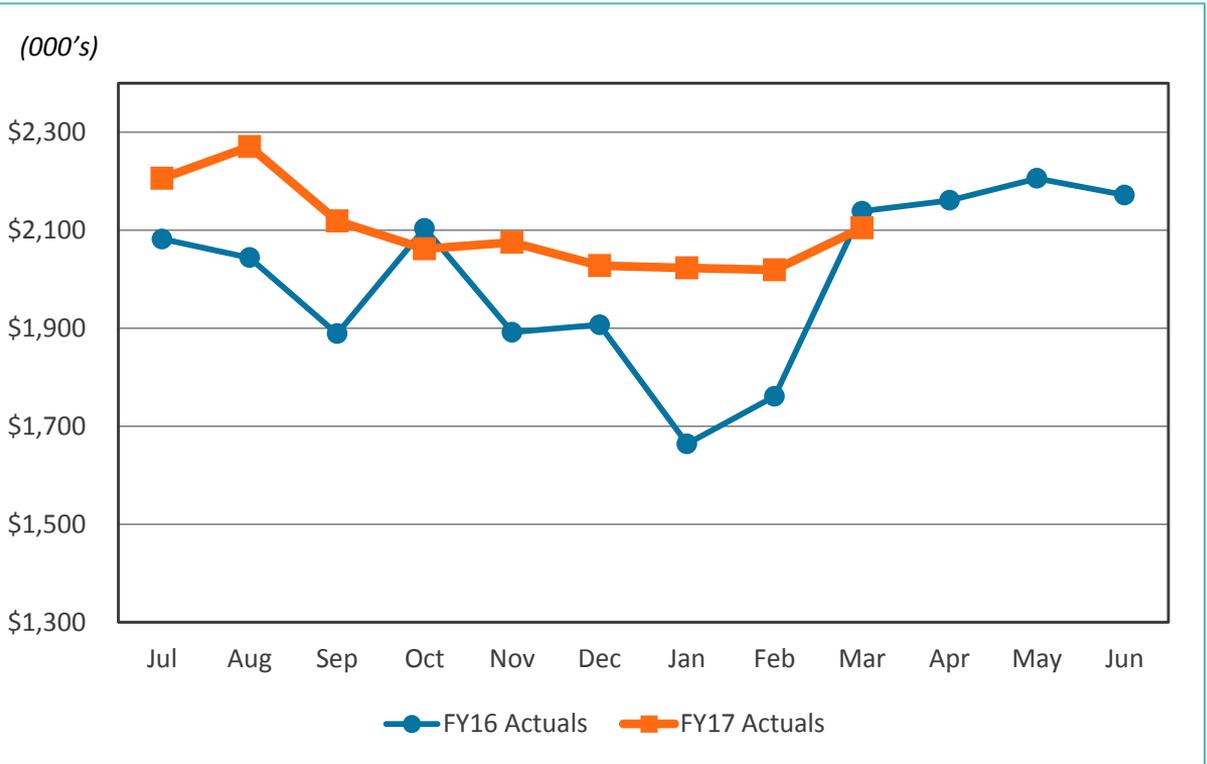


FY17 YTD Act Vs.  
FY16 YTD Act  
12.9%

FY17 YTD Act Vs.  
FY17 YTD Budget  
10.7%

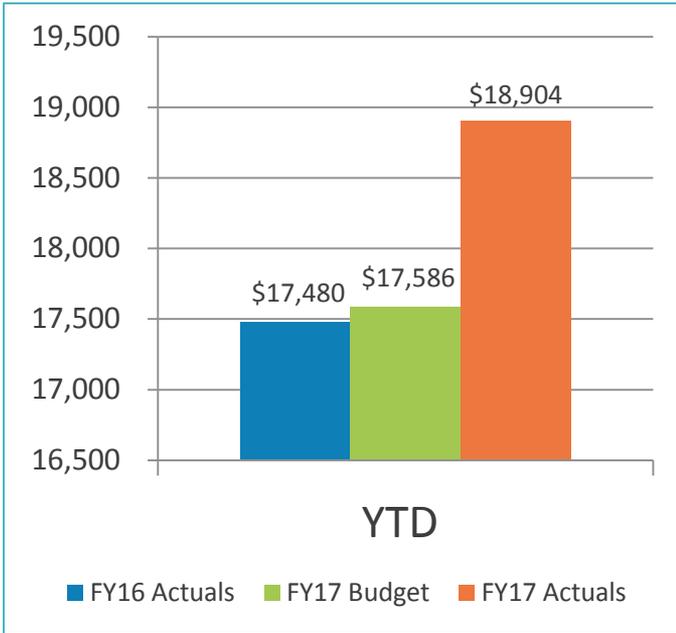


# Total Terminal Concessions (Includes Cost Recovery)

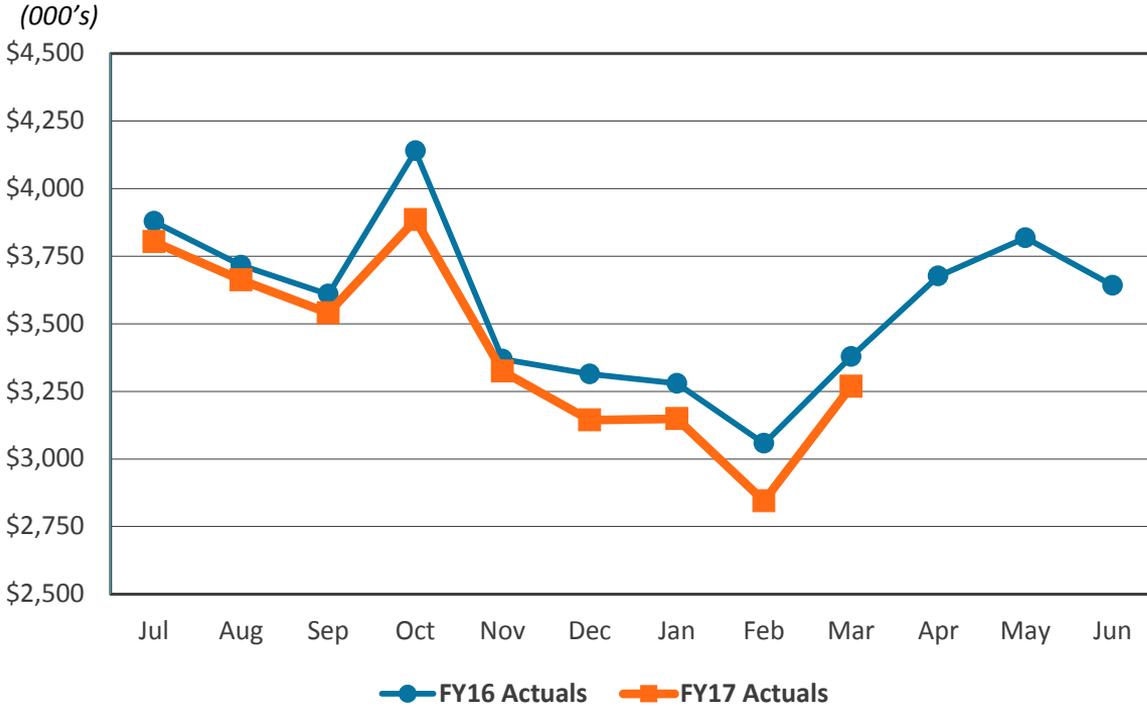


FY17 YTD Act Vs.  
FY16 YTD Act  
8.1%

FY17 YTD Act Vs.  
FY17 YTD Budget  
7.4%

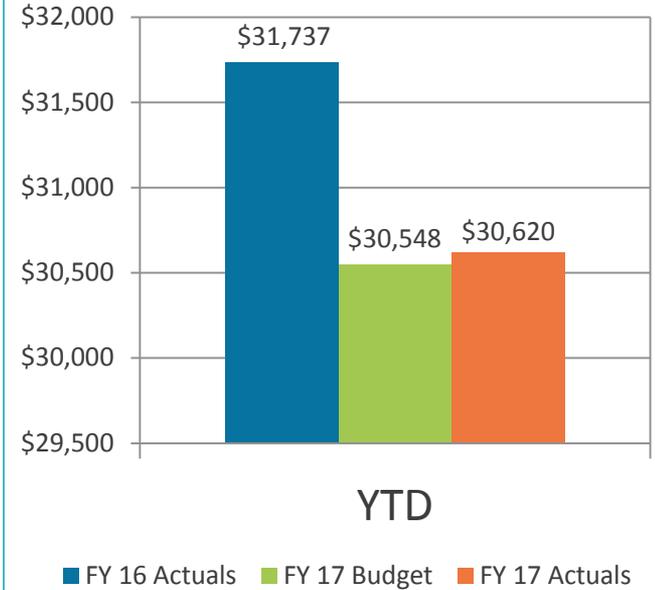


# Parking Revenue



FY17 YTD Act Vs.  
FY16 YTD Act  
-3.6%

FY17 YTD Act Vs.  
FY17 YTD Budget  
0.2%



# Operating Revenues for the Month Ended March 31, 2017 (Unaudited)

| (In thousands)                | Budget          | Actual          | Variance<br>Favorable<br>(Unfavorable) | %            | Prior<br>Year   |
|-------------------------------|-----------------|-----------------|--|--------------|-----------------|
|                               |                 |                 |  | Change       |                 |
| <b>Aviation revenue:</b>      |                 |                 |  |              |                 |
| Landing fees <sup>1</sup>     | \$ 2,245        | \$ 963          | \$ (1,282)                             | (57)%        | \$ 2,200        |
| Aircraft parking fees         | 242             | 242             | -                                      | -            | 222             |
| Building rentals              | 4,578           | 4,604           | 26                                     | 1%           | 4,474           |
| Security surcharge            | 2,488           | 2,487           | (1)                                    | -            | 2,305           |
| CUPPS Support Charges         | 104             | 104             | -                                      | -            | 101             |
| Other aviation revenue        | 135             | 134             | -                                      | (1)%         | 132             |
| <b>Total aviation revenue</b> | <b>\$ 9,792</b> | <b>\$ 8,534</b> | <b>\$ (1,258)</b>                      | <b>(13)%</b> | <b>\$ 9,434</b> |

<sup>1</sup> Includes \$1.2 M reduction in rates, fees and charges on landing fees due to operating expense savings for first nine months, recorded March 2017.

# Operating Revenues

## for the Month Ended March 31, 2017 (Unaudited)

| (In thousands)                             | Budget          | Actual          | Variance<br>Favorable<br>(Unfavorable) | %<br>Change | Prior<br>Year   |
|--|-----------------|-----------------|--|-------------|-----------------|
| Terminal rent non-airline                  | \$ 103          | \$ 130          | \$ 27                                  | 26%         | \$ 113          |
| <b>Concession revenue:</b>                 |                 |                 |  |             |                 |
| <b>Terminal concession revenue:</b>        |                 |                 |  |             |                 |
| Food and beverage                          | 863             | 921             | 58                                     | 7%          | 1,035           |
| Retail                                     | 558             | 610             | 52                                     | 9%          | 549             |
| Space storage                              | 72              | 73              | 1                                      | 1%          | 71              |
| Cost recovery                              | 247             | 209             | (38)                                   | (15)%       | 203             |
| Other ( <i>Primarily advertising</i> )     | 307             | 292             | (15)                                   | (5)%        | 281             |
| <b>Total terminal concession revenue</b>   | <b>2,047</b>    | <b>2,105</b>    | <b>58</b>                              | <b>3%</b>   | <b>2,139</b>    |
| <b>Car rental and license fee revenue:</b> |                 |                 |  |             |                 |
| Rental car and license fees                | 2,521           | 2,420           | (101)                                  | (4)%        | 2,519           |
| Rental car center cost recovery            | 183             | 188             | 5                                      | 3%          | 148             |
| License fees-other                         | 388             | 386             | (2)                                    | (1)%        | 383             |
| <b>Total rental car and license fees</b>   | <b>3,092</b>    | <b>2,994</b>    | <b>(98)</b>                            | <b>(3)%</b> | <b>3,050</b>    |
| <b>Total concession revenue</b>            | <b>\$ 5,139</b> | <b>\$ 5,099</b> | <b>\$ (40)</b>                         | <b>(1)%</b> | <b>\$ 5,189</b> |

# Operating Revenues for the Month Ended March 31, 2017 (Unaudited)

| (In thousands)                              | Budget           | Actual           | Variance<br>Favorable<br>(Unfavorable) | %<br>Change | Prior<br>Year   |
|---|------------------|------------------|--|-------------|-----------------|
| <b>Parking revenue:</b>                     |                  |                  |  |             |                 |
| Short-term parking revenue                  | \$ 1,825         | \$ 1,855         | \$ 30                                  | 2%          | \$ 2,115        |
| Long-term parking revenue                   | 1,384            | 1,413            | 29                                     | 2%          | 1,262           |
| <b>Total parking revenue</b>                | <b>3,209</b>     | <b>3,268</b>     | <b>59</b>                              | <b>2%</b>   | <b>3,377</b>    |
| Ground transportation permits and citations | 494              | 692              | 198                                    | 40%         | 397             |
| Ground rentals                              | 1,549            | 1,535            | (14)                                   | (1)%        | 1,616           |
| Grant reimbursements                        | 19               | (47)             | (66)                                   | (347)%      | 25              |
| Other operating revenue                     | 63               | 64               | 1                                      | 2%          | 55              |
| <b>Subtotal</b>                             | <b>5,334</b>     | <b>5,512</b>     | <b>178</b>                             | <b>3%</b>   | <b>5,470</b>    |
| <b>Total operating revenues</b>             | <b>\$ 20,368</b> | <b>\$ 19,275</b> | <b>\$ (1,093)</b>                      | <b>(5)%</b> | <b>\$20,206</b> |

# Operating Expenses

## for the Month Ended March 31, 2017 (Unaudited)

| (In thousands)                   | Budget           | Actual           | Variance<br>Favorable<br>(Unfavorable) | %           | Prior<br>Year   |
|----------------------------------|------------------|------------------|--|-------------|-----------------|
|                                  |                  |                  |  | Change      |                 |
| <b>Operating expenses:</b>       |                  |                  |  |             |                 |
| Salaries and benefits            | \$ 4,816         | \$ 4,846         | \$ (29)                                | (1)%        | \$ 4,486        |
| Contractual services             | 3,800            | 3,870            | (70)                                   | (2)%        | 3,087           |
| Safety and security              | 2,978            | 2,941            | 37                                     | 1%          | 2,843           |
| Space rental                     | 849              | 849              | -                                      | -           | 869             |
| Utilities                        | 906              | 1,037            | (131)                                  | (14)%       | 729             |
| Maintenance                      | 1,179            | 1,010            | 169                                    | 14%         | 480             |
| Equipment and systems            | 53               | 62               | (9)                                    | (17)%       | 18              |
| Materials and supplies           | 43               | 63               | (20)                                   | (47)%       | 36              |
| Insurance                        | 77               | 79               | (2)                                    | (3)%        | 79              |
| Employee development and support | 153              | 177              | (24)                                   | (16)%       | 131             |
| Business development             | 187              | 275              | (88)                                   | (47)%       | 468             |
| Equipment rental and repairs     | 261              | 239              | 22                                     | 8%          | 641             |
| <b>Total operating expenses</b>  | <b>\$ 15,302</b> | <b>\$ 15,447</b> | <b>\$ (145)</b>                        | <b>(1)%</b> | <b>\$13,867</b> |

# Financial Summary

## for the Month Ended March 31, 2017 (Unaudited)

| (In thousands)                 | Budget            | Actual            | Variance<br>Favorable<br>(Unfavorable) | %            | Prior<br>Year     |
|--------------------------------|-------------------|-------------------|--|--------------|-------------------|
|                                |                   |                   |  | Change       |                   |
| Total operating revenues       | \$ 20,368         | \$ 19,275         | \$ (1,093)                             | (5)%         | \$20,206          |
| Total operating expenses       | 15,302            | 15,447            | \$ (145)                               | (1)%         | 13,867            |
| <b>Income from operations</b>  | <b>5,066</b>      | <b>3,827</b>      | <b>(1,238)</b>                         | <b>(24)%</b> | <b>6,339</b>      |
| Depreciation                   | 7,595             | 7,595             | -                                      | -            | 7,665             |
| <b>Operating income (loss)</b> | <b>\$ (2,529)</b> | <b>\$ (3,768)</b> | <b>\$ (1,238)</b>                      | <b>(49)%</b> | <b>\$ (1,326)</b> |

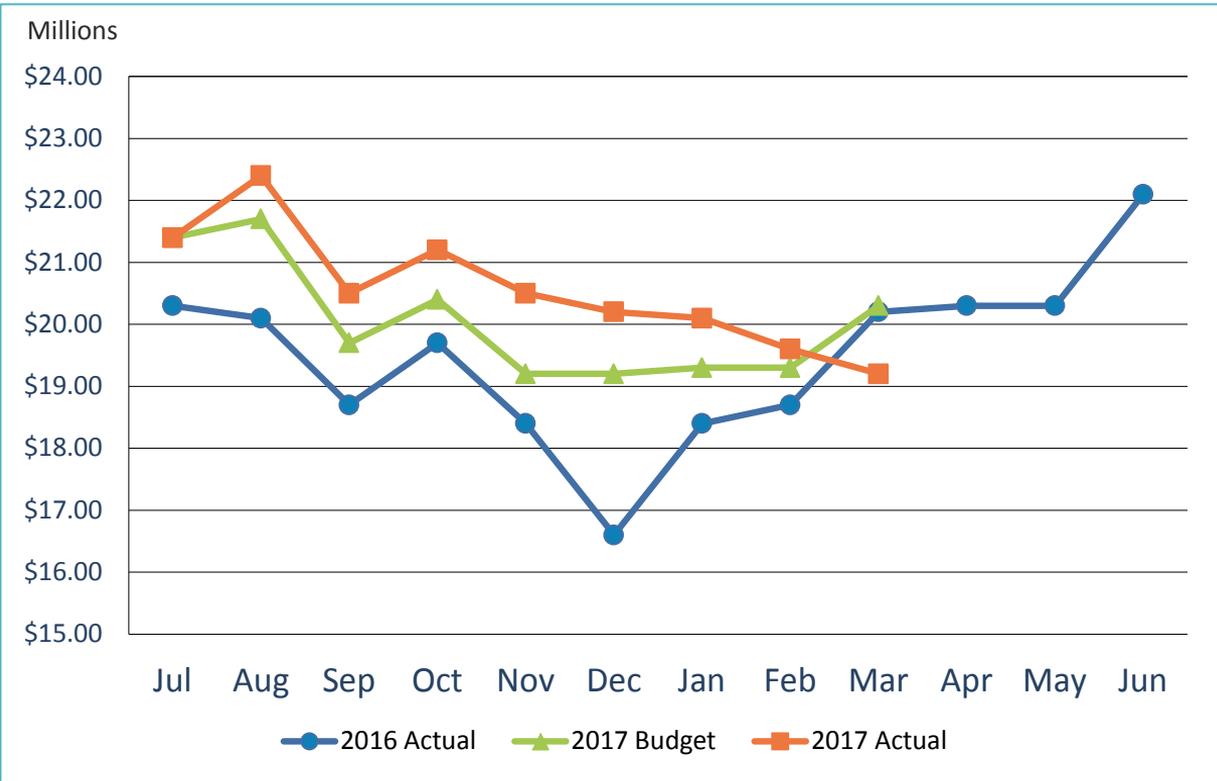
# Nonoperating Revenues & Expenses for the Month Ended March 31, 2017 (Unaudited)

| (In thousands)   | Budget        | Actual          | Variance<br>Favorable<br>(Unfavorable) | %             | Prior<br>Year   |
|--|---------------|-----------------|--|---------------|-----------------|
| <b>Nonoperating revenues (expenses):</b>                 |               |                 |  |               |                 |
| Passenger facility charges                               | \$ 4,013      | \$ 3,598        | \$ (415)                               | (10)%         | \$ 3,839        |
| Customer facility charges (Rental Car Center)            | 3,595         | 3,334           | (261)                                  | (7)%          | 3,046           |
| Quieter Home Program, net                                | (326)         | (55)            | 271                                    | 83%           | (416)           |
| Interest income  | 541           | 667             | 126                                    | 23%           | 223             |
| BAB interest rebate                                      | 386           | 386             | -                                      | -             | 386             |
| Interest expense & debt issuance costs                   | (5,618)       | (5,135)         | 483                                    | 9%            | (4,559)         |
| Bond amortization  | 345           | 345             | -                                      | -             | 352             |
| Other nonoperating revenue (expenses)                    | (1)           | (148)           | (147)                                  | -             | 437             |
| <b>Nonoperating revenue, net</b>                         | <b>2,935</b>  | <b>2,992</b>    | <b>57</b>                              | <b>2%</b>     | <b>3,308</b>    |
| <b>Change in net position before grant contributions</b> | <b>406</b>    | <b>(776)</b>    | <b>(1,181)</b>                         |               | <b>1,982</b>    |
| Capital grant contributions                              | 150           | 290             | 140                                    | 93%           | 14              |
| <b>Change in net position</b>                            | <b>\$ 556</b> | <b>\$ (486)</b> | <b>\$ (1,041)</b>                      | <b>(186)%</b> | <b>\$ 1,996</b> |



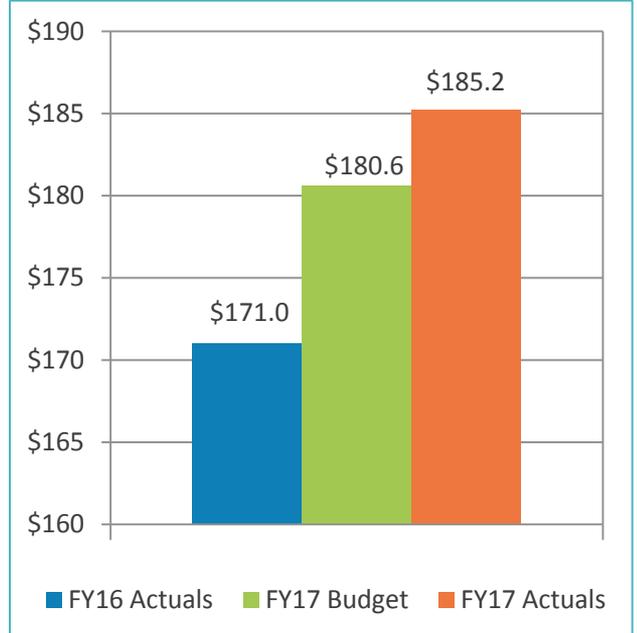
**Revenue & Expense  
(Unaudited)  
For the Nine Months Ended  
March 31, 2017 and 2016**

# Operating Revenue (Unaudited)



FY17 YTD Act Vs.  
FY16 YTD Act  
8.3%

FY17 YTD Act Vs.  
FY17 YTD Budget  
2.5%



# Operating Revenues for the Nine Months Ended March 31, 2017 (Unaudited)

| (In thousands)                | Budget           | Actual           | Variance<br>Favorable<br>(Unfavorable) | %<br>Change | Prior<br>Year    |
|-------------------------------|------------------|------------------|--|-------------|------------------|
| <b>Aviation revenue:</b>      |                  |                  |  |             |                  |
| Landing fees <sup>1</sup>     | \$ 19,720        | \$ 18,931        | \$ (789)                               | (4)%        | \$ 18,623        |
| Aircraft parking fees         | 2,181            | 2,181            | -                                      | -           | 2,028            |
| Building rentals              | 41,188           | 41,246           | 58                                     | -           | 39,817           |
| Security surcharge            | 22,393           | 22,366           | (27)                                   | -           | 19,959           |
| CUPPS Support Charges         | 934              | 932              | (2)                                    | -           | 905              |
| Other aviation revenue        | 1,213            | 1,215            | 2                                      | -           | 1,204            |
| <b>Total aviation revenue</b> | <b>\$ 87,629</b> | <b>\$ 86,871</b> | <b>\$ (758)</b>                        | <b>(1)%</b> | <b>\$ 82,536</b> |

<sup>1</sup> Includes \$1.2 M reduction in rates, fees and charges on landing fees due to operating expense savings for first nine months, recorded March 2017.

# Operating Revenues

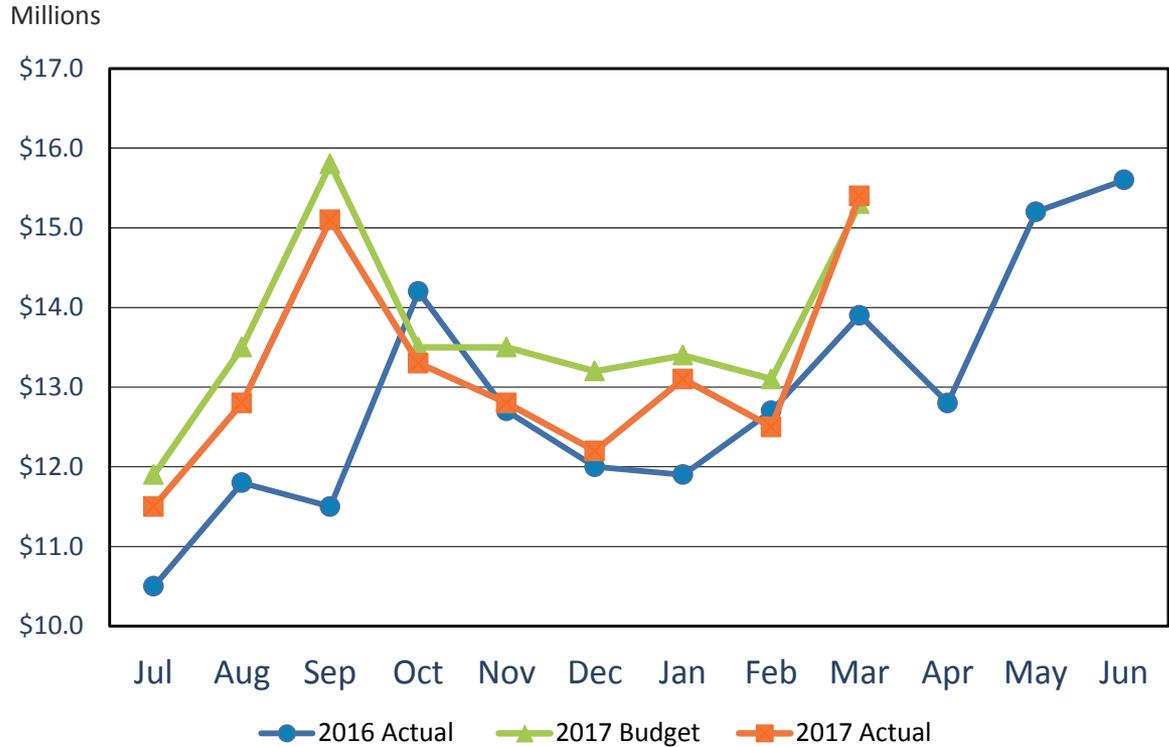
## for the Nine Months Ended March 31, 2017 (Unaudited)

| (In thousands)                             | Budget           | Actual           | Variance<br>Favorable<br>(Unfavorable) | %<br>Change | Prior<br>Year    |
|--|------------------|------------------|--|-------------|------------------|
| Terminal rent non-airline                  | \$ 932           | \$ 1,155         | \$ 223                                 | 24%         | \$ 701           |
| <b>Concession revenue:</b>                 |                  |                  |  |             |                  |
| <b>Terminal concession revenue:</b>        |                  |                  |  |             |                  |
| Food and beverage                          | 7,345            | 8,038            | 693                                    | 9%          | 7,402            |
| Retail                                     | 4,757            | 5,268            | 511                                    | 11%         | 4,662            |
| Space storage                              | 648              | 653              | 6                                      | 1%          | 641              |
| Cost recovery                              | 2,123            | 1,894            | (229)                                  | (11)%       | 1,889            |
| Other (Primarily advertising)              | 2,713            | 3,051            | 338                                    | 12%         | 2,886            |
| <b>Total terminal concession revenue</b>   | <b>17,586</b>    | <b>18,904</b>    | <b>1,318</b>                           | <b>7%</b>   | <b>17,480</b>    |
| <b>Car rental and license fee revenue:</b> |                  |                  |  |             |                  |
| Rental car license fees                    | 19,736           | 21,407           | 1,671                                  | 8%          | 19,660           |
| Rental car center cost recovery            | 1,646            | 1,654            | 8                                      | -           | 348              |
| License fees-other                         | 3,244            | 3,571            | 327                                    | 10%         | 3,273            |
| <b>Total rental car and license fees</b>   | <b>24,626</b>    | <b>26,632</b>    | <b>2,006</b>                           | <b>8%</b>   | <b>23,281</b>    |
| <b>Total concession revenue</b>            | <b>\$ 42,212</b> | <b>\$ 45,536</b> | <b>\$ 3,324</b>                        | <b>8%</b>   | <b>\$ 40,761</b> |

# Operating Revenues for the Nine Months Ended March 31, 2017 (Unaudited)

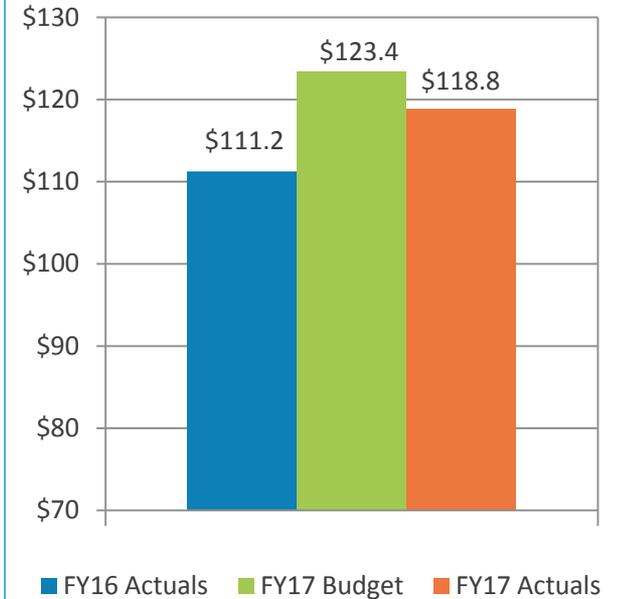
| (In thousands)                              | Budget            | Actual            | Variance<br>Favorable<br>(Unfavorable) | %<br>Change | Prior<br>Year    |
|---|-------------------|-------------------|--|-------------|------------------|
| <b>Parking revenue:</b>                     |                   |                   |  |             |                  |
| Short-term parking revenue                  | \$ 18,059         | \$ 17,395         | \$ (664)                               | (4)%        | \$ 19,807        |
| Long-term parking revenue                   | 12,489            | 13,225            | 736                                    | 6%          | 11,930           |
| <b>Total parking revenue</b>                | <b>30,548</b>     | <b>30,620</b>     | <b>72</b>                              | <b>-</b>    | <b>31,737</b>    |
| Ground transportation permits and citations | 4,699             | 5,895             | 1,196                                  | 25%         | 3,938            |
| Ground rentals                              | 13,937            | 13,865            | (72)                                   | -           | 10,572           |
| Grant reimbursements                        | 165               | 147               | (18)                                   | (11)%       | 220              |
| Other operating revenue                     | 564               | 1,135             | 571                                    | 101%        | 616              |
| <b>Subtotal</b>                             | <b>49,913</b>     | <b>51,662</b>     | <b>1,749</b>                           | <b>4%</b>   | <b>47,083</b>    |
| <b>Total operating revenues</b>             | <b>\$ 180,686</b> | <b>\$ 185,224</b> | <b>\$ 4,538</b>                        | <b>3%</b>   | <b>\$171,081</b> |

# Operating Expenses (Unaudited)



FY17 YTD Act Vs.  
FY16 YTD Act  
-6.8%

FY17 YTD Act Vs.  
FY17 YTD Budget  
3.8%



# Operating Expenses for the Nine Months Ended March 31, 2017 (Unaudited)

| (In thousands)                   | Budget            | Actual            | Variance<br>Favorable<br>(Unfavorable) | %<br>Change | Prior<br>Year    |
|----------------------------------|-------------------|-------------------|--|-------------|------------------|
| <b>Operating expenses:</b>       |                   |                   |  |             |                  |
| Salaries and benefits            | \$ 34,025         | \$ 32,812         | \$ 1,213                               | 4%          | \$ 32,098        |
| Contractual services             | 33,264            | 32,662            | 602                                    | 2%          | 27,172           |
| Safety and security              | 21,599            | 20,756            | 843                                    | 4%          | 19,561           |
| Space rental                     | 7,644             | 7,642             | 2                                      | -           | 7,760            |
| Utilities                        | 9,742             | 8,226             | 1,516                                  | 16%         | 8,641            |
| Maintenance                      | 10,282            | 10,335            | (53)                                   | (1)%        | 9,565            |
| Equipment and systems            | 267               | 307               | (40)                                   | (15)%       | 375              |
| Materials and supplies           | 332               | 440               | (108)                                  | (33)%       | 360              |
| Insurance                        | 700               | 720               | (20)                                   | (3)%        | 710              |
| Employee development and support | 1,030             | 980               | 50                                     | 5%          | 883              |
| Business development             | 1,783             | 1,645             | 138                                    | 8%          | 1,696            |
| Equipment rental and repairs     | 2,755             | 2,304             | 451                                    | 16%         | 2,466            |
| <b>Total operating expenses</b>  | <b>\$ 123,423</b> | <b>\$ 118,829</b> | <b>\$ 4,594</b>                        | <b>4%</b>   | <b>\$111,287</b> |

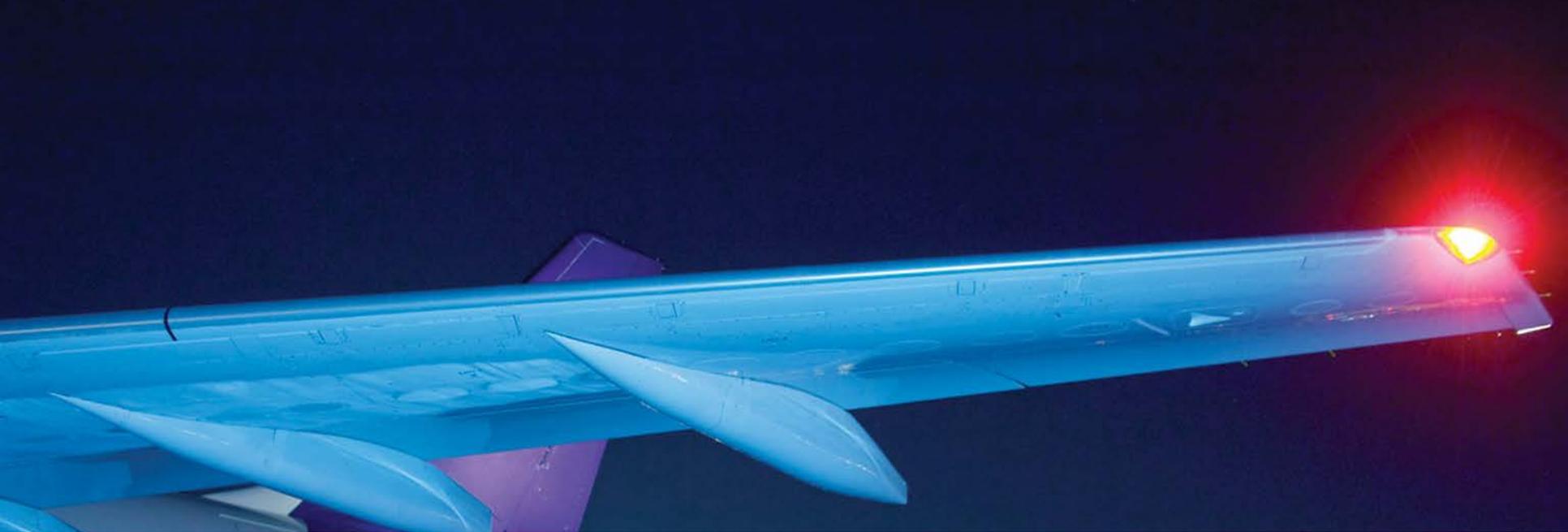
# Financial Summary

## for the Nine Months Ended March 31, 2017 (Unaudited)

| (In thousands)                 | Budget             | Actual            | Variance<br>Favorable<br>(Unfavorable) | %<br>Change | Prior<br>Year     |
|--------------------------------|--------------------|-------------------|--|-------------|-------------------|
| Total operating revenues       | \$ 180,686         | \$ 185,224        | \$ 4,538                               | 3%          | \$171,081         |
| Total operating expenses       | 123,423            | 118,829           | 4,594                                  | 4%          | 111,287           |
| <b>Income from operations</b>  | <b>57,263</b>      | <b>66,395</b>     | <b>9,132</b>                           | <b>16%</b>  | <b>59,794</b>     |
| Depreciation                   | 68,783             | 68,783            | -                                      | -           | 61,546            |
| <b>Operating income (loss)</b> | <b>\$ (11,520)</b> | <b>\$ (2,388)</b> | <b>\$ 9,132</b>                        | <b>79%</b>  | <b>\$ (1,752)</b> |

# Nonoperating Revenues & Expenses for the Nine Months Ended March 31, 2017 (Unaudited)

| (In thousands)  | Budget          | Actual           | Variance<br>Favorable<br>(Unfavorable) | %<br>Change | Prior<br>Year    |
|---|-----------------|------------------|--|-------------|------------------|
| <b>Nonoperating revenues (expenses):</b>                |                 |                  |  |             |                  |
| Passenger facility charges                              | \$ 30,923       | \$ 30,599        | \$ (324)                               | (1)%        | \$ 29,918        |
| Customer facility charges (Rental Car Center)           | 26,796          | 26,048           | (748)                                  | (3)%        | 24,872           |
| Quieter Home Program, net                               | (2,194)         | (606)            | 1,588                                  | 72%         | (2,800)          |
| Interest income   | 4,938           | 5,772            | 834                                    | 17%         | 4,458            |
| BAB interest rebate                                     | 3,473           | 3,483            | -                                      | -           | 3,486            |
| Interest expense & debt issuance costs                  | (50,188)        | (46,062)         | 4,126                                  | 8%          | (44,144)         |
| Bond amortization                                       | 3,123           | 3,123            | -                                      | -           | 3,191            |
| Other nonoperating revenue (expenses)                   | (7)             | (2,110)          | (2,103)                                | -           | 1,346            |
| <b>Nonoperating revenue, net</b>                        | <b>16,864</b>   | <b>20,247</b>    | <b>3,383</b>                           | <b>20%</b>  | <b>20,327</b>    |
| <b>Change in Net Position before grant contribution</b> | <b>5,344</b>    | <b>17,859</b>    | <b>12,515</b>                          | <b>234%</b> | <b>18,575</b>    |
| Capital grant contributions                             | 901             | 1,536            | 635                                    | 70%         | 10,298           |
| <b>Change in Net Position</b>                           | <b>\$ 6,245</b> | <b>\$ 19,395</b> | <b>\$ 13,150</b>                       | <b>211%</b> | <b>\$ 28,873</b> |



Statements of Net Position (Unaudited)  
March 31, 2017 and 2016

# Statements of Net Position (Unaudited)

## As of March 31, 2017 and 2016

(In Thousands)

|   | <u>2017</u>                 | <u>2016</u>                 |
|---|-----------------------------|-----------------------------|
| <b>Current assets:</b>  |                             |                             |
| Cash and investments  | \$ 97,024                   | \$ 67,782                   |
| Tenant lease receivable, net of allowance<br>of 2017: (\$218,877) and 2016: (\$224,404) | 8,827                       | 6,561                       |
| Grants receivable   | 3,055                       | 6,813                       |
| Notes receivable-current portion  | 1,705                       | 1,609                       |
| Prepaid expenses and other current assets   | 7,300                       | 7,436                       |
| <b>Total current assets</b>   | <u><b>117,911</b></u>       | <u><b>90,201</b></u>        |
| <br><b>Cash designated for capital projects and other</b>                               | <br><u><b>\$ 26,624</b></u> | <br><u><b>\$ 37,729</b></u> |

# Statements of Net Position (Unaudited)

## As of March 31, 2017 and 2016

(In Thousands)

|   | <u>2017</u>              | <u>2016</u>              |
|---|--------------------------|--------------------------|
| <b>Restricted assets:</b>                         |                          |                          |
| Cash and investments:                             |                          |                          |
| Bonds reserve                                     | \$ 57,872                | \$ 56,868                |
| Passenger facility charges and interest unapplied | 66,920                   | 70,187                   |
| Customer facility charges and interest applied    | 33,893                   | 36,543                   |
| SBD bond guarantee                                | 4,000                    | 4,000                    |
| Bond proceeds held by trustee                     | 142,693                  | 181,186                  |
| Variable rate debt interest held by Trustee       | 92                       | -                        |
| Passenger facility charges receivable             | 6,004                    | 4,577                    |
| Customer facility charges receivable              | 3,973                    | 4,940                    |
| OCIP insurance reserve                            | 2,698                    | 3,773                    |
| <b>Total restricted assets</b>                    | <b><u>\$ 318,145</u></b> | <b><u>\$ 362,074</u></b> |

# Statements of Net Position (Unaudited)

## As of March 31, 2017 and 2016

(In Thousands)

### Noncurrent assets:

#### Capital assets:

Land and land improvements  
 Runways, roads and parking lots  
 Buildings and structures  
 Machinery and equipment  
 Vehicles  
 Office furniture and equipment  
 Works of art  
 Construction-in-progress

Less: accumulated depreciation

#### Total capital assets, net

|  | <u>2017</u>         | <u>2016</u>         |
|--|---------------------|---------------------|
|  | \$ 110,139          | \$ 83,598           |
|  | 590,789             | 589,522             |
|  | 1,410,692           | 1,410,938           |
|  | 48,951              | 42,849              |
|  | 15,416              | 14,553              |
|  | 33,357              | 32,395              |
|  | 9,703               | 8,103               |
|  | 202,510             | 155,339             |
|  | <u>2,421,557</u>    | <u>2,337,297</u>    |
|  | (881,243)           | (793,126)           |
|  | <u>\$ 1,540,314</u> | <u>\$ 1,544,171</u> |

# Statements of Net Position (Unaudited)

## As of March 31, 2017 and 2016

(In Thousands)

|  | <u>2017</u>         | <u>2016</u>         |
|--|---------------------|---------------------|
| <b>Other assets:</b>                                   |                     |                     |
| Notes receivable - long-term portion                   | \$ 33,775           | \$ 35,554           |
| Investments - long-term portion                        | 174,043             | 125,828             |
| Security deposit                                       | 350                 | 350                 |
| <b>Total other assets</b>                              | <u>208,168</u>      | <u>161,732</u>      |
| <br>   |                     |                     |
| <b>Deferred outflows of resources:</b>                 |                     |                     |
| Deferred pension contributions:                        | 6,070               | 6,019               |
| <b>Total assets and deferred outflows of resources</b> | <u>\$ 2,217,233</u> | <u>\$ 2,201,926</u> |

# Statements of Net Position (Unaudited)

## As of March 31, 2017 and 2016

(In Thousands)

|  | <u>2017</u>             | <u>2016</u>             |
|--|-------------------------|-------------------------|
| <b>Current liabilities:</b>                                    |                         |                         |
| Accounts payable and accrued liabilities                       | \$ 37,319               | \$ 48,694               |
| Deposits and other current liabilities                         | 8,911                   | 8,420                   |
| <b>Total current liabilities</b>                               | <u><b>46,230</b></u>    | <u><b>57,114</b></u>    |
| <br><b>Current liabilities payable from restricted assets:</b> |                         |                         |
| Current portion of long-term debt                              | 11,585                  | 11,090                  |
| Accrued interest on bonds and variable debt                    | 16,352                  | 16,477                  |
| <b>Total liabilities payable from restricted assets</b>        | <u><b>\$ 27,937</b></u> | <u><b>\$ 27,567</b></u> |

# Statements of Net Position (Unaudited)

## As of March 31, 2017 and 2016

(In Thousands)

|  | <u>2017</u>         | <u>2016</u>         |
|--|---------------------|---------------------|
| <b>Long-term liabilities:</b>                              |                     |                     |
| Variable debt  | \$ 56,831           | \$ 38,705           |
| Other long-term liabilities                                | 10,313              | 5,950               |
| Long-term debt - bonds net of amortized premium            | 1,277,047           | 1,292,809           |
| <b>Total long-term liabilities</b>                         | <u>1,344,192</u>    | <u>1,337,464</u>    |
| <b>Total liabilities</b>                                   | <u>1,418,358</u>    | <u>1,422,145</u>    |
| <b>Deferred inflows of resources</b>                       |                     |                     |
| Deferred pension investment gains                          | 1,807               | 8,168               |
| <b>Total liabilities and deferred inflows of resources</b> | <u>\$ 1,420,166</u> | <u>\$ 1,430,313</u> |

# Statements of Net Position (Unaudited)

## As of March 31, 2017 and 2016

(In Thousands)

|   | <u>2017</u>              | <u>2016</u>              |
|---|--------------------------|--------------------------|
| <b>Net Position:</b>                            |                          |                          |
| Invested in capital assets, net of related debt | \$ 329,978               | \$ 374,920               |
| Other restricted                                | 175,160                  | 180,466                  |
| Unrestricted:                                   |                          |                          |
| Designated                                      | 26,624                   | 37,729                   |
| Undesignated                                    | <u>265,306</u>           | <u>178,498</u>           |
| <br>  |                          |                          |
| <b>Total net position</b>                       | <u><b>\$ 797,067</b></u> | <u><b>\$ 771,613</b></u> |



Questions?

## Board Communication

Date: May 4, 2017  
To: Board Members  
Via: Angela Shafer-Payne, Interim President/CEO  
From: Scott M. Brickner, Vice President, Finance & Asset Management/Treasurer  
Subject: Acceptance of the Authority's Investment Report for the Nine Months Ended March 31, 2017

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Attached is the Authority's Investment Report for the Nine Months Ended March 31, 2017 that was presented to the Finance Committee on April 24, 2017.

Item 7

# San Diego County Regional Airport Authority

## Review of the Authority's Investment Report As of March 31, 2017



**SAN DIEGO**  
INTERNATIONAL AIRPORT

LET'S **GO.**

Presented by: Geoff Bryant  
Manager, Airport Finance

**May 4, 2017**

This report is prepared for the San Diego County Regional Airport Authority (the "Authority") in accordance with California Government Code Section 53646, which states that "the treasurer or chief fiscal officer may render a quarterly report to the chief executive officer, the internal auditor, and the legislative body of the local agency within 30 days following the end of the quarter covered by the report."

The investment report was compiled in compliance with California Government Code Section 53646 and the Authority's approved Investment Policy. All investment transactions made in the Authority's portfolio during this period were made on behalf of the Authority. Sufficient liquidity and anticipated revenue are available to meet expenditure requirements for the next six months.



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Scott Brickner, C.P.A.  
V.P. Finance & Asset Management / Treasurer  
San Diego County Regional Airport Authority

# Total Portfolio Summary

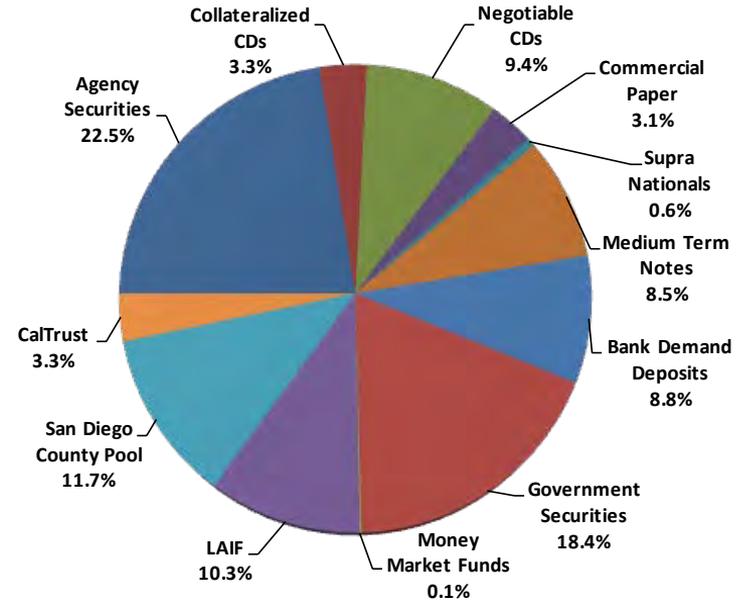
|   | Current Period | Prior Period      | Change From  |
|---|----------------|-------------------|--------------|
|   | March 31, 2017 | December 31, 2016 | Prior        |
| Book Value (1)                          | \$465,371,000  | \$448,627,000     | \$16,744,000 |
| Market Value (1)                        | \$464,462,000  | \$447,163,000     | \$17,299,000 |
| Market Value%                           | 99.80%         | 99.67%            | 0.13%        |
| Unrealized Gain / (Loss)                | (\$909,000)    | (\$1,464,000)     | \$555,000    |
| Weighted Average Maturity (Days)        | 396 days       | 423 days          | (27)         |
| Weighted Average Yield as of Period End | 1.09%          | 1.04%             | 0.05%        |
| Cash Interest Received- Quarter-to-Date | \$1,714,000    | \$864,000         | \$850,000    |
| Cash Interest Received- Year-to-Date    | \$3,283,000    | \$1,569,000       | \$1,714,000  |
| Accrued Interest                        | \$1,006,000    | \$283,000         | \$723,000    |

## **Notes:**

(1) Increase in portfolio value is primarily due to operating receipts exceeding operating expenditures.

# Portfolio Composition by Security Type

|                       | March 31, 2017        |                      | December 31, 2016     |                      | Permitted by Policy         |
|-----------------------|-----------------------|----------------------|-----------------------|----------------------|-----------------------------|
|                       | Market Value          | Percent of Portfolio | Market Value          | Percent of Portfolio |                             |
| Agency Securities     | \$ 104,421,000        | 22.5%                | \$ 93,370,000         | 20.9%                | 100%                        |
| Collateralized CDs    | 15,387,000            | 3.3%                 | 15,360,000            | 3.4%                 | 30%                         |
| Negotiable CDs        | 43,606,000            | 9.4%                 | 38,578,000            | 8.6%                 | 30%                         |
| Commercial Paper      | 14,476,000            | 3.1%                 | 18,460,000            | 4.1%                 | 25%                         |
| Supra Nationals       | 2,970,000             | 0.6%                 | 2,958,000             | 0.7%                 | 30%                         |
| Medium Term Notes     | 39,559,000            | 8.5%                 | 39,521,000            | 8.8%                 | 15%                         |
| Bank Demand Deposits  | 40,686,000            | 8.8%                 | 37,443,000            | 8.5%                 | 100%                        |
| Government Securities | 85,328,000            | 18.4%                | 84,469,000            | 18.9%                | 100%                        |
| Money Market Funds    | 352,000               | 0.1%                 | 78,000                | 0.0%                 | 20%                         |
| LAIF                  | 48,020,000            | 10.3%                | 47,929,000            | 10.7%                | \$65 million <sup>(1)</sup> |
| San Diego County Pool | 54,400,000            | 11.7%                | 53,763,000            | 12.0%                | \$65 million <sup>(2)</sup> |
| CalTrust              | 15,257,000            | 3.3%                 | 15,234,000            | 3.4%                 | \$65 million <sup>(3)</sup> |
| <b>Total:</b>         | <b>\$ 464,462,000</b> | <b>100.0%</b>        | <b>\$ 447,163,000</b> | <b>100.0%</b>        |                             |

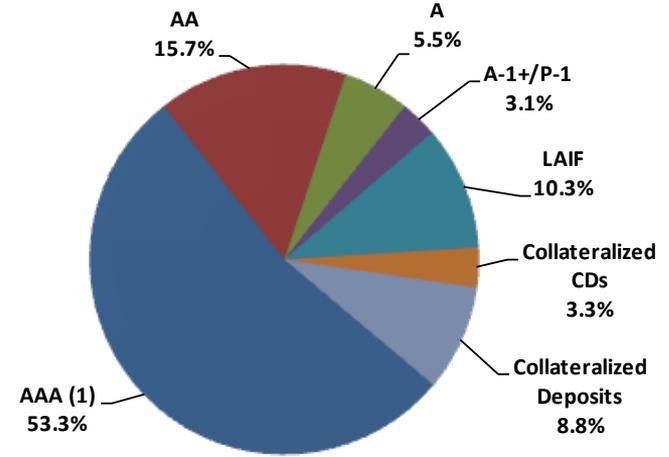


## Notes:

- 1.) The \$65 million limit on LAIF is a non-statutory LAIF internal limit. It does not apply to bond proceeds.
- 2.) The San Diego County Investment Pool mirrors the LAIF internal limit and does not apply to bond proceeds.
- 3.) The CalTrust mirrors the LAIF internal limit and does not apply to bond proceeds.

# Portfolio Composition by Credit Rating

|                         | March 31, 2017        |                      | December 31, 2016     |                      |
|-------------------------|-----------------------|----------------------|-----------------------|----------------------|
|                         | Market Value          | Percent of Portfolio | Market Value          | Percent of Portfolio |
| AAA <sup>(1)</sup>      | \$ 247,472,000        | 53.3%                | \$ 234,639,000        | 52.5%                |
| AA                      | 72,825,000            | 15.7%                | 67,752,000            | 15.2%                |
| A                       | 25,596,000            | 5.5%                 | 25,581,000            | 5.7%                 |
| A-1+/P-1                | 14,476,000            | 3.1%                 | 18,460,000            | 4.1%                 |
| LAIF                    | 48,020,000            | 10.3%                | 47,929,000            | 10.7%                |
| Collateralized CDs      | 15,387,000            | 3.3%                 | 15,360,000            | 3.4%                 |
| Collateralized Deposits | 40,686,000            | 8.8%                 | 37,442,000            | 8.4%                 |
| <b>Total:</b>           | <b>\$ 464,462,000</b> | <b>100.0%</b>        | <b>\$ 447,163,000</b> | <b>100.0%</b>        |

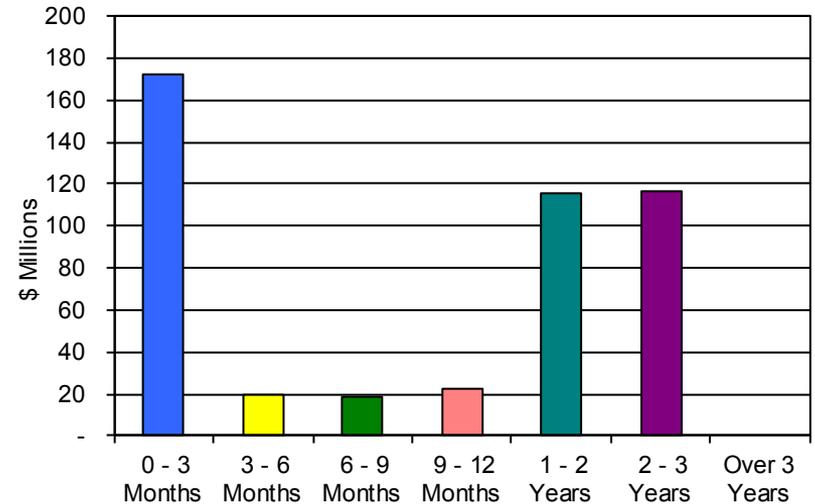


**Notes:**

1.) Includes investments that have split ratings between S&P (AA+), Moodys (AAA) and Fitch (AAA)

# Portfolio Composition by Maturity <sup>(1)</sup>

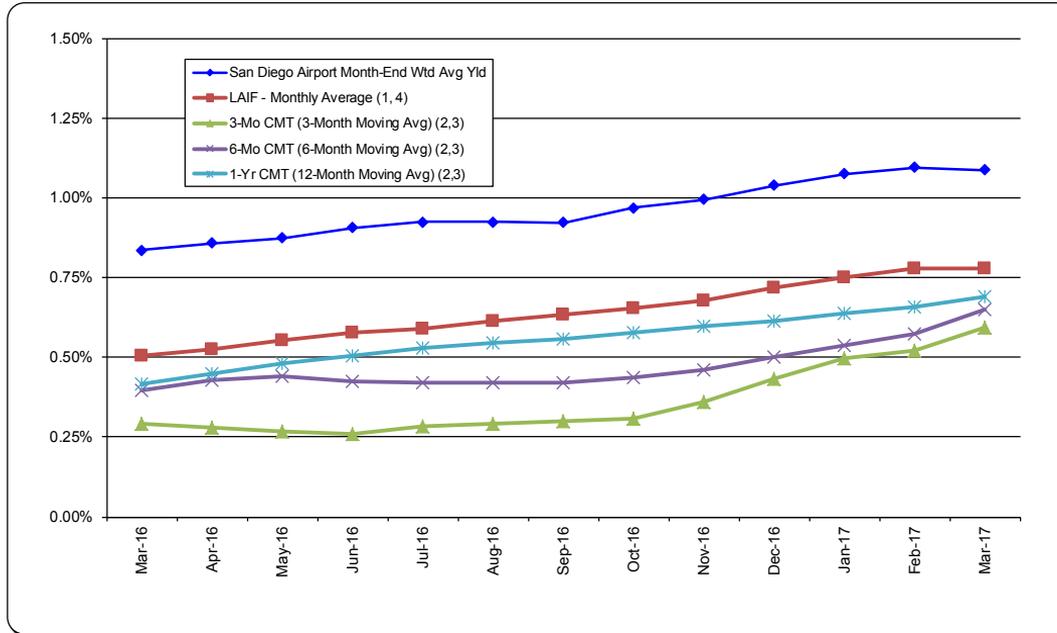
|               | March 31, 2017        |                      | December 31, 2016     |                      |
|---------------|-----------------------|----------------------|-----------------------|----------------------|
|               | Market Value          | Percent of Portfolio | Market Value          | Percent of Portfolio |
| 0 - 3 Months  | \$ 172,205,000        | 37.1%                | \$ 163,442,000        | 36.6%                |
| 3 - 6 Months  | 19,338,000            | 4.2%                 | 13,464,000            | 3.0%                 |
| 6 - 9 Months  | 18,539,000            | 4.0%                 | 14,336,000            | 3.2%                 |
| 9 - 12 Months | 22,464,000            | 4.8%                 | 18,536,000            | 4.1%                 |
| 1 - 2 Years   | 115,588,000           | 24.9%                | 99,315,000            | 22.2%                |
| 2 - 3 Years   | 116,328,000           | 25.0%                | 138,070,000           | 30.9%                |
| Over 3 Years  | -                     | 0.0%                 | -                     | 0.0%                 |
| <b>Total:</b> | <b>\$ 464,462,000</b> | <b>100.0%</b>        | <b>\$ 447,163,000</b> | <b>100.0%</b>        |



## Notes:

1.) The 0-3 Quarter category includes investments held in the LAIF, CalTrust, and the San Diego County Investment Pool.

# Benchmark Comparison



## Notes:

- 1.) Benchmark data for LAIF is the average monthly effective yield.
- 2.) CMT stands for Constant Maturity Treasury. This data is published in Federal Reserve Statistical Release H.15 and represents an average of all actively traded Treasury securities having that time remaining until maturity. This is a standard industry benchmark for Treasury securities.
- 3.) The CMT benchmarks are moving averages. The 3-month CMT is the daily average for the previous 3 months, the 6-month CMT is the daily average for the previous 6 months, and the 1-year CMT is the daily average for the previous 12-months.
- 4.) March actual yield for LAIF not available at time report was published.

# Detail of Security Holdings As of March 31, 2017

| Settlement Date                 | Security Description | Coupon | Maturity Date | Par Value          | Purchase Price | Book Value         | Market Price | Market Value       | Days to Maturity | Yield to Maturity |
|---------------------------------|----------------------|--------|---------------|--------------------|----------------|--------------------|--------------|--------------------|------------------|-------------------|
| 10/16/15                        | FNMA                 | 1.125  | 10/19/18      | 5,000,000          | 100.550        | 5,027,500          | 99.84        | 4,991,900          | 567              | 0.939             |
| 08/15/16                        | FHLB                 | 0.625  | 08/07/18      | 4,000,000          | 99.624         | 3,985,680          | 99.24        | 3,969,640          | 494              | 0.808             |
| 06/24/16                        | FNMA                 | 0.875  | 03/28/18      | 4,450,000          | 100.099        | 4,454,406          | 99.76        | 4,439,365          | 362              | 0.818             |
| 10/21/16                        | FHLB                 | 0.875  | 08/05/19      | 12,000,000         | 99.568         | 11,948,160         | 98.71        | 11,845,080         | 857              | 1.032             |
| 10/07/16                        | FHLB                 | 1.000  | 09/26/19      | 10,000,000         | 99.727         | 9,972,700          | 98.91        | 9,890,800          | 909              | 1.094             |
| 06/29/16                        | FNMA                 | 1.125  | 06/21/19      | 10,400,000         | 100.857        | 10,497,978         | 99.44        | 10,341,760         | 812              | 0.833             |
| 02/03/16                        | FNMA                 | 1.375  | 01/28/19      | 6,000,000          | 100.842        | 6,050,520          | 100.11       | 6,006,840          | 668              | 1.088             |
| 05/16/16                        | FNMA                 | 1.000  | 02/26/19      | 5,000,000          | 100.116        | 5,005,800          | 99.35        | 4,967,300          | 697              | 0.957             |
| 04/20/16                        | FHLB                 | 1.125  | 04/15/19      | 8,000,000          | 100.319        | 8,020,420          | 99.52        | 7,961,280          | 745              | 1.016             |
| 12/08/16                        | FHLB                 | 1.250  | 01/16/19      | 2,950,000          | 99.996         | 2,949,882          | 99.90        | 2,947,168          | 656              | 1.252             |
| 07/08/16                        | FHLMC                | 1.250  | 08/01/19      | 5,000,000          | 101.285        | 5,064,250          | 99.63        | 4,981,600          | 853              | 0.824             |
| 09/06/16                        | FNMA                 | 1.000  | 08/28/19      | 13,500,000         | 99.836         | 13,477,860         | 98.94        | 13,356,630         | 880              | 1.056             |
| 02/28/17                        | FNMA                 | 1.500  | 02/28/20      | 11,050,000         | 99.936         | 11,019,678         | 99.76        | 11,023,370         | 1064             | 1.522             |
| 08/02/16                        | FNMA                 | 0.875  | 08/02/19      | 7,800,000          | 99.832         | 7,786,896          | 98.70        | 7,698,756          | 854              | 0.932             |
| <b>Agency Total</b>             |                      |        |               | <b>105,150,000</b> |                | <b>105,261,730</b> |              | <b>104,421,488</b> | <b>800</b>       | <b>1.038</b>      |
| 07/02/16                        | East West Bk CD      | 0.700  | 07/07/17      | 10,348,014         | 100.000        | 10,348,014         | 100.00       | 10,348,014         | 98               | 0.700             |
| 10/21/16                        | East West Bk CD      | 0.500  | 10/24/17      | 5,038,626          | 100.000        | 5,038,626          | 100.00       | 5,038,626          | 207              | 0.700             |
| <b>Collateralized CDs Total</b> |                      |        |               | <b>15,386,639</b>  |                | <b>15,386,639</b>  |              | <b>15,386,639</b>  | <b>134</b>       | <b>0.700</b>      |

# Detail of Security Holdings As of March 31, 2017

| Settlement Date               | Security Description    | Coupon | Maturity Date | Par Value         | Purchase Price | Book Value        | Market Price | Market Value      | Days to Maturity | Yield to Maturity |
|-------------------------------|-------------------------|--------|---------------|-------------------|----------------|-------------------|--------------|-------------------|------------------|-------------------|
| 09/11/14                      | US BK NA CINCIN C/D     | 1.375  | 09/11/17      | 4,000,000         | 100.000        | 3,993,560         | 100.13       | 4,005,080         | 164              | 1.430             |
| 03/09/16                      | US Bank CD              | 1.060  | 03/09/18      | 4,000,000         | 100.000        | 4,000,000         | 100.00       | 4,000,000         | 343              | 1.060             |
| 11/17/15                      | SKANDINAV ENSKD CD      | 1.480  | 11/16/17      | 4,500,000         | 100.000        | 4,500,000         | 100.00       | 4,500,000         | 230              | 1.480             |
| 02/09/17                      | BK OF MONTREAL YC/D     | 1.880  | 02/07/19      | 5,000,000         | 100.000        | 5,000,000         | 100.69       | 5,034,550         | 678              | 1.880             |
| 12/05/16                      | NORDEA BK FINL YC/D     | 1.760  | 11/30/18      | 4,000,000         | 100.000        | 4,000,000         | 100.55       | 4,022,120         | 609              | 1.760             |
| 12/05/16                      | CANADIAN IMP BK YC/D    | 1.760  | 11/30/18      | 5,000,000         | 99.922         | 4,996,100         | 100.55       | 5,027,650         | 609              | 1.800             |
| 11/18/15                      | HSBC BK C/D             | 0.954  | 11/17/17      | 4,000,000         | 100.000        | 4,000,000         | 100.00       | 4,000,000         | 231              | 0.954             |
| 03/16/16                      | Toronto Dominion CD     | 1.720  | 03/14/18      | 5,000,000         | 100.000        | 5,000,000         | 100.23       | 5,011,700         | 348              | 1.720             |
| 04/27/15                      | RABOBANK CD             | 1.070  | 04/21/17      | 4,000,000         | 100.000        | 4,000,000         | 100.01       | 4,000,280         | 21               | 1.070             |
| 03/15/16                      | ROYAL BK CDA Y C/D      | 1.700  | 03/09/18      | 4,000,000         | 100.000        | 4,000,000         | 100.12       | 4,004,880         | 343              | 1.700             |
| <b>Negotiable CDs Total</b>   |                         |        |               | <b>43,500,000</b> |                | <b>43,489,660</b> |              | <b>43,606,260</b> | <b>369</b>       | <b>1.507</b>      |
| 10/31/16                      | BANK OF TOKYO MITS DC/P | 1.260  | 04/28/17      | 3,500,000         | 99.374         | 3,478,073         | 99.93        | 3,497,550         | 28               | 1.260             |
| 11/21/16                      | CREDIT AGRICOLE DC/P    | 1.110  | 05/15/17      | 3,000,000         | 99.460         | 2,983,813         | 99.88        | 2,996,370         | 45               | 2.260             |
| 01/09/17                      | BNP PARIBAS FIN DC/P    | 1.290  | 07/07/17      | 5,000,000         | 99.360         | 4,967,929         | 99.69        | 4,984,700         | 98               | 1.300             |
| 11/03/16                      | TOYOTA MTR CRED DC/P    | 0.980  | 05/02/17      | 3,000,000         | 99.505         | 2,985,150         | 99.92        | 2,997,570         | 32               | 3.260             |
| <b>Commercial Paper Total</b> |                         |        |               | <b>14,500,000</b> |                | <b>14,414,964</b> |              | <b>14,476,190</b> | <b>56</b>        | <b>1.895</b>      |
| 04/21/16                      | INTER-AMER DEV BANK     | 1.000  | 05/13/19      | 3,000,000         | 99.714         | 2,991,420         | 99.01        | 2,970,210         | 773              | 1.095             |
| <b>Supranationals</b>         |                         |        |               | <b>3,000,000</b>  |                | <b>2,991,420</b>  |              | <b>2,970,210</b>  | <b>773</b>       | <b>1.095</b>      |
| 05/12/15                      | APPLE INC NOTES         | 1.000  | 05/03/18      | 4,000,000         | 99.121         | 3,964,840         | 99.70        | 3,987,920         | 398              | 1.302             |
| 12/12/16                      | BK NEW YORK NTS         | 2.300  | 09/11/19      | 2,000,000         | 101.107        | 2,022,140         | 100.95       | 2,018,960         | 894              | 1.884             |
| 10/14/16                      | TOYOTA MOTOR CR CORP    | 2.125  | 07/18/19      | 1,000,000         | 101.670        | 1,016,700         | 100.79       | 1,007,940         | 839              | 1.505             |
| 10/14/16                      | TOYOTA MTR CR CORP      | 1.400  | 05/20/19      | 1,500,000         | 99.906         | 1,498,590         | 99.20        | 1,488,030         | 780              | 1.437             |
| 10/14/16                      | AMERICAN HONDA BDS      | 1.200  | 07/12/19      | 2,495,000         | 99.241         | 2,476,063         | 98.65        | 2,461,417         | 833              | 1.483             |
| 07/17/15                      | GECC MTN                | 1.625  | 04/02/18      | 4,950,000         | 105.364        | 4,968,018         | 100.22       | 4,960,742         | 367              | 1.487             |
| 12/28/15                      | JPM CHASE & CO NT       | 1.800  | 01/25/18      | 5,000,000         | 99.888         | 4,994,400         | 100.15       | 5,007,700         | 300              | 1.855             |
| 11/19/14                      | CHEVRON CORP            | 1.345  | 11/15/17      | 5,000,000         | 100.199        | 5,009,950         | 100.01       | 5,000,350         | 229              | 1.345             |
| 02/29/16                      | CISCO SYSTEMS           | 1.600  | 02/28/19      | 3,000,000         | 100.330        | 3,009,900         | 100.14       | 3,004,170         | 699              | 1.487             |
| 02/24/16                      | IBM CORP NOTES          | 1.800  | 05/17/19      | 3,000,000         | 100.119        | 3,003,570         | 100.44       | 3,013,200         | 777              | 1.761             |
| 06/06/16                      | WELLS FARGO CO MTN      | 2.150  | 01/15/19      | 4,600,000         | 101.427        | 4,665,642         | 100.52       | 4,623,966         | 655              | 1.589             |
| 09/14/15                      | AMERICAN EXPRESS MTN    | 1.800  | 07/31/18      | 2,980,000         | 99.759         | 2,972,818         | 100.14       | 2,984,172         | 487              | 1.886             |
| <b>Medium Term Notes</b>      |                         |        |               | <b>39,525,000</b> |                | <b>39,602,631</b> |              | <b>39,558,567</b> | <b>527</b>       | <b>1.578</b>      |

# Detail of Security Holdings As of March 31, 2017

| Settlement Date         | Security Description        | Coupon | Maturity Date | Par Value             | Purchase Price | Book Value            | Market Price | Market Value          | Days to Maturity | Yield to Maturity |
|-------------------------|-----------------------------|--------|---------------|-----------------------|----------------|-----------------------|--------------|-----------------------|------------------|-------------------|
| 12/23/15                | U.S. Treasury               | 1.500  | 12/31/18      | 15,200,000            | 100.516        | 15,295,391            | 100.47       | 15,271,288            | 640              | 1.325             |
| 01/09/17                | U.S. Treasury               | 1.250  | 01/31/20      | 7,000,000             | 99.170         | 6,940,820             | 99.36        | 6,954,920             | 1036             | 1.530             |
| 11/13/15                | U.S. Treasury               | 1.250  | 11/30/18      | 11,000,000            | 100.234        | 11,002,578            | 100.07       | 11,007,260            | 609              | 1.242             |
| 02/03/16                | U.S. Treasury               | 1.375  | 02/28/19      | 2,950,000             | 100.988        | 2,979,154             | 100.24       | 2,957,021             | 699              | 1.047             |
| 06/10/15                | U.S. Treasury               | 1.000  | 05/31/18      | 15,000,000            | 99.762         | 14,964,258            | 99.86        | 14,978,850            | 426              | 1.082             |
| 04/20/16                | U.S. Treasury               | 1.000  | 09/15/18      | 4,900,000             | 100.367        | 4,917,992             | 99.75        | 4,887,554             | 533              | 0.845             |
| 03/04/16                | U.S. Treasury               | 1.625  | 03/31/19      | 5,850,000             | 101.793        | 5,954,889             | 100.70       | 5,891,126             | 730              | 1.031             |
| 12/05/16                | U.S. Treasury               | 1.500  | 11/30/19      | 13,400,000            | 100.125        | 13,416,750            | 100.17       | 13,422,512            | 974              | 1.457             |
| 05/06/16                | U.S. Treasury               | 1.250  | 10/31/18      | 9,950,000             | 101.066        | 10,034,779            | 100.08       | 9,957,761             | 579              | 0.816             |
| <b>Government Total</b> |                             |        |               | <b>85,250,000</b>     |                | <b>85,506,611</b>     |              | <b>85,328,292</b>     | <b>678</b>       | <b>1.192</b>      |
|                         | East West Bank              |        |               | 104,335               | 100.000        | 104,335               | 100.00       | 104,335               | 1                | 0.350             |
|                         | East West Bank              |        |               | 18,486,422            | 100.000        | 18,486,422            | 100.00       | 18,486,422            | 1                | 0.350             |
|                         | US Bank General Acct        |        |               | 17,013,170            | 100.000        | 17,013,170            | 100.00       | 17,013,170            | 1                | 0.000             |
|                         | Torrey Pines Bank           |        |               | 5,081,840             | 100.000        | 5,081,840             | 100.00       | 5,081,840             | 1                | 0.400             |
|                         | <b>Bank Demand Deposits</b> |        |               | <b>40,685,768</b>     |                | <b>40,685,768</b>     |              | <b>40,685,768</b>     | <b>1</b>         | <b>0.210</b>      |
|                         | DREYFUS GOVT INVEST         |        |               | 351,740               | 100.000        | 351,740               | 100.00       | 351,740               | 1                | 0.000             |
|                         | <b>Money Market Fund</b>    |        |               | <b>351,740</b>        |                | <b>351,740</b>        |              | <b>351,740</b>        | <b>1</b>         | <b>0.000</b>      |
|                         | Local Agency Invstmnt Fd    |        |               | 48,027,904            | 100.000        | 48,027,904            | 99.98        | 48,020,211            | 1                | 0.777             |
|                         | San Diego County Inv Pool   |        |               | 54,395,208            | 100.000        | 54,395,208            | 100.01       | 54,399,551            | 1                | 1.168             |
|                         | CalTrust                    |        |               | 15,256,919            | 100.000        | 15,256,919            | 100.00       | 15,256,919            | 1                | 1.030             |
| <b>Grand Total</b>      |                             |        |               | <b>\$ 465,029,178</b> | <b>100.14</b>  | <b>\$ 465,371,194</b> | <b>99.80</b> | <b>\$ 464,461,834</b> | <b>396</b>       | <b>1.086</b>      |

# Portfolio Investment Transactions

## From January 1<sup>st</sup>, 2017 - March 31<sup>st</sup>, 2017

| Settle Date                            | Security Description | Security Type | CUSIP     | Coupon | Mature Date | Call Date | Unit Price | Amount               |
|--|----------------------|---------------|-----------|--------|-------------|-----------|------------|----------------------|
| <b>PURCHASES</b>                       |                      |               |           |        |             |           |            |                      |
| 01/05/17                               | US TREAS NTS         | US TREAS NTS  | 912828H52 | 1.250  | 01/30/20    | --        | 99.140     | \$ 3,987,249         |
| 01/09/17                               | US TREAS NTS         | US TREAS NTS  | 912828H52 | 1.250  | 01/30/20    | --        | 99.170     | 2,991,547            |
| 01/09/17                               | BNP PARIBAS DC/P     | CP            | 09659BU73 | 1.290  | 07/07/17    | --        | 99.360     | 4,967,929            |
| 02/09/17                               | BANK OF MONTREAL CD  | Negotiable CD | 06427KRC3 | 1.880  | 02/07/19    | --        | 100.000    | 5,000,000            |
| 02/28/17                               | FNMA                 | AGCY          | 3135G0T29 | 1.500  | 02/28/20    | --        | 99.360     | 6,046,128            |
| 03/07/17                               | FNMA                 | AGCY          | 3135G0T29 | 1.500  | 02/28/20    | --        | 99.471     | 4,975,425            |
|  |                      |               |           |        |             |           |            | <b>\$ 27,968,278</b> |
| <b>CALLS</b>                           |                      |               |           |        |             |           |            |                      |
|  |                      |               |           |        |             |           |            | <b>\$ -</b>          |
| <b>MATURITIES</b>                      |                      |               |           |        |             |           |            |                      |
| 01/03/17                               | BNP PARIBAS DC/P     | CP            | 09659BN30 | 1.030  | 01/03/17    | --        | 100.000    | \$ 4,000,000         |
| 05/16/16                               | JP MORGAN SECS DC/P  | CP            | 46640PPA5 | 1.020  | 02/10/17    | --        | 100.000    | 5,000,000            |
|  |                      |               |           |        |             |           |            | <b>\$ 9,000,000</b>  |
| <b>DEPOSITS</b>                        |                      |               |           |        |             |           |            |                      |
|  |                      |               |           |        |             |           |            | <b>\$ -</b>          |
| <b>WITHDRAWALS / SALES / TRANSFERS</b> |                      |               |           |        |             |           |            |                      |
| 02/28/17                               | US TREAS NTS         | US TREAS NTS  | 912828UU2 | 0.750  | 03/31/18    | --        | 99.809     | \$ 6,057,243         |
|  |                      |               |           |        |             |           |            | <b>\$ 6,057,243</b>  |

# Bond Proceeds Summary

## SUMMARY OF 2010, 2013 & 2014 BOND PROCEEDS\*

As of: March 31, 2017

(in thousands)

|   | Series 2010 | Series 2013 | Series 2014 | Total      | Yield               | Rating |
|---|-------------|-------------|-------------|------------|---------------------|--------|
| <b><u>Project Fund</u></b>                              |             |             |             |            |                     |        |
| SDCIP   | \$ -        | \$ 1,960    | \$ 1,033    | \$ 2,993   | 1.17% <sup>1)</sup> | AAAf   |
|   | \$ -        | \$ 1,960    | \$ 1,033    | \$ 2,993   |                     |        |
| <b><u>Debt Service Reserve &amp; Coverage Funds</u></b> |             |             |             |            |                     |        |
| SDCIP   | \$ 30,227   | \$ 33,126   | \$ 28,729   | \$ 92,082  | 1.17% <sup>1)</sup> | AAAf   |
| East West Bank CD                                       | 21,064      | -           | -           | 21,064     | 0.80%               | N/R    |
|   | \$ 51,291   | \$ 33,126   | \$ 28,729   | \$ 113,146 |                     |        |
|   | \$ 51,291   | \$ 35,086   | \$ 29,762   | \$ 116,139 | 1.10%               |        |

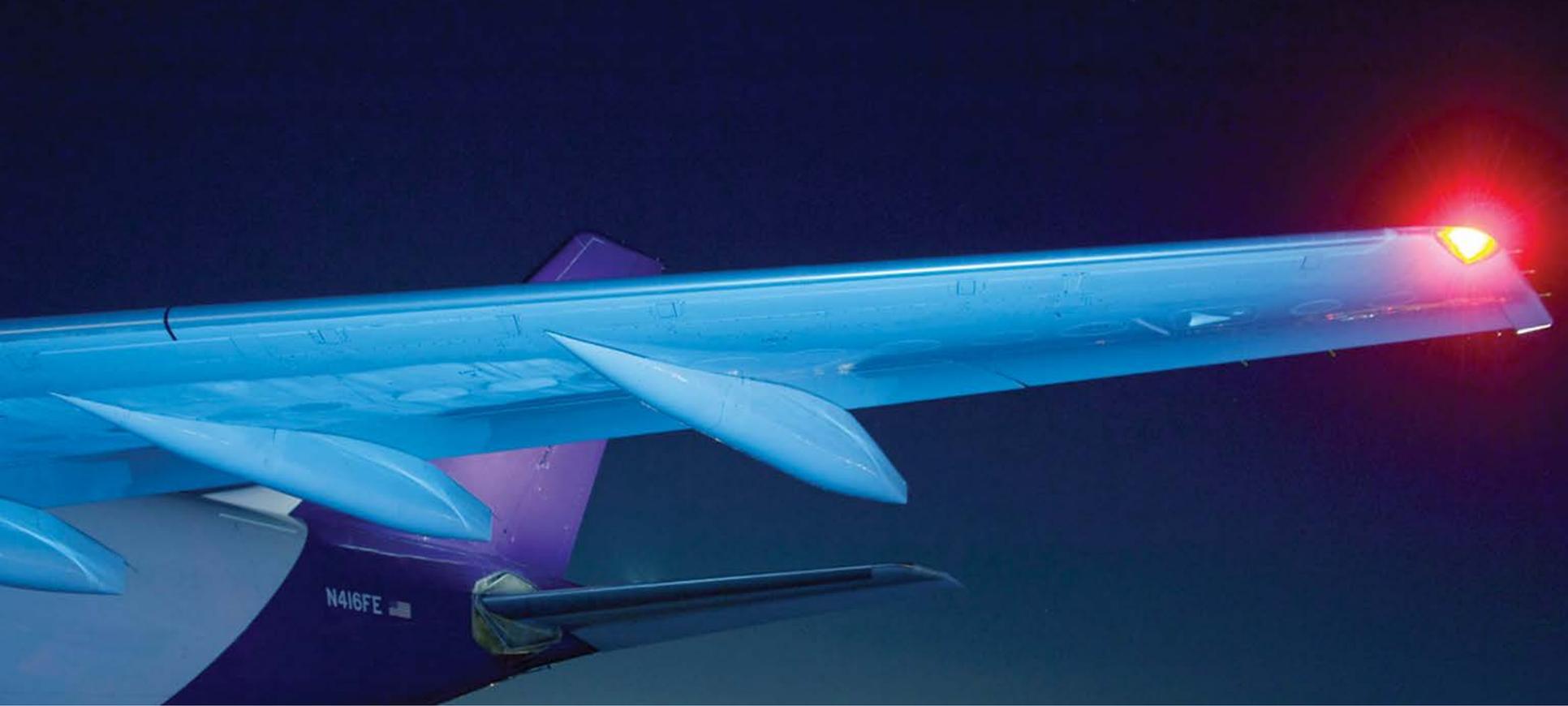
\*Bond proceeds are not included in deposit limits as applied to operating funds

1) SDCIP Yield as of 2/28/17

# Bond Proceeds Investment Transactions

## From January 1<sup>st</sup>, 2017 - March 31<sup>st</sup>, 2017

| Settle Date                | Description        | Security Type | CUSIP | Coupon | Mature Date | Call Date | Unit Price | Amount       |
|----------------------------|--------------------|---------------|-------|--------|-------------|-----------|------------|--------------|
| <b>PURCHASES</b>           |                    |               |       |        |             |           |            |              |
|                            |                    |               |       |        |             |           | \$         | -            |
| <b>CALLS</b>               |                    |               |       |        |             |           |            |              |
|                            |                    |               |       |        |             |           | \$         | -            |
| <b>MATURITIES</b>          |                    |               |       |        |             |           |            |              |
|                            |                    |               |       |        |             |           | \$         | -            |
| <b>DEPOSITS</b>            |                    |               |       |        |             |           |            |              |
|                            |                    |               |       |        |             |           | \$         | -            |
| <b>WITHDRAWALS / SALES</b> |                    |               |       |        |             |           |            |              |
| 3/17/2017                  | SDCIP (2013 Bonds) | SDCIP         | --    | 1.17   | --          | --        | 1.000      | \$ 6,474,001 |
|                            |                    |               |       |        |             |           | \$         | 6,474,001    |



Questions ?

## **STAFF REPORT**

Meeting Date: **MAY 4, 2017**

### **Subject:**

**Approve and Authorize the President/CEO to Execute a Memorandum of Agreement with the Department of Transportation Federal Aviation Administration**

### **Recommendation:**

Adopt Resolution No. 2017-0041, approving and authorizing the President/CEO to execute a Memorandum of Agreement (MOA) between the Department of Transportation Federal Aviation Administration (FAA) and the San Diego County Regional Airport Authority, for a reimbursable amount not-to-exceed \$619,500 to remove and replace the existing prototype Runway Status Lighting (RWSL) system with a new RWSL system at San Diego International Airport.

### **Background/Justification:**

In 2011 the San Diego County Regional Airport Authority (“Authority”) conducted a comprehensive Pavement Management study on the airside which included Runway 9-27 (“Runway”) and Cross Taxiways B1, B4-B7, C3-C6, and D (“Taxiways”). The result of the study revealed that the Runway condition is fair and the Cross Taxiways are in poor to fair condition. As such, Authority staff (“Staff”) proposed two projects, Project No. 104219, Rehabilitate Runway 9-27 and Project No. 104220, Rehabilitate Cross Taxiways, to the Authority Board (“Board”) in FY11 and FY12, respectively. The Board approved both projects (collectively, the “Runway and Cross Taxiway Projects”).

The Runway and Cross Taxiway Projects will provide for the rehabilitation of airfield asphalt on the Runway and upgrade of the Runway lighting system from incandescent to LED, striping, marking, and related work. The implementation of these projects requires hard closure of the Runway between the hours of 12:00 midnight and 5:30 am.

Subsequent to the Board’s approval of the Runway and Cross Taxiway Projects, FAA communicated its desire to take this opportunity of the hard runway closure to replace the existing prototype Runway Status Lighting (RWSL) system. The RWSL system integrates airport lighting equipment with approach and surface surveillance systems to provide a visual signal to airline pilots indicating that it is unsafe to enter or cross the Runway.

As such, FAA has requested support from the Authority to replace the RWSL system and the attached MOU (Attachment A) has been negotiated, subject to Board approval, between the Authority and the FAA. Pursuant to the MOA, the Authority will include replacement of the RWSL in its contract for the Runway and Cross Taxiway Projects and FAA will reimburse the Authority, in an amount not-to-exceed \$619,500.00. Portions of the work will be performed by both, the FAA and the Authority’s awarded contractor. The FAA will replace the existing RWSL system and the Authority will install the lights, wiring, and grounding for the replaced RWSL system, in addition to the Runway and

Taxiways rehabilitation work. All of the work will be performed at night, while Runway 9-27 and numerous cross-taxiways are closed. (Attachment B)

**Fiscal Impact:**

This Memorandum of Agreement will provide reimbursement up to \$619,500 for the Runway Lighting (RWSL) System included in the Board approved FY2017-FY2021 Capital Program Budget within Project No. 104219, Rehabilitate Runway 9-27 Pavement. Additional sources of funds for this project include AIP Grant, Passenger Facility Charges, and Airport Cash. Should bids come in at a higher amount, the parties will have the option to agree to a supplemental agreement, or either party may terminate the agreement.

**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 project is consistent with Categorical Exemption 15302 – Replacement or Reconstruction – Class 2 and consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced, including but not limited to: (c) Replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity.
- 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:**

IRAJ GHAEMI  
DIRECTOR, FACILITIES DEVELOPMENT

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**MEMORANDUM OF AGREEMENT**  
**BETWEEN**  
**FEDERAL AVIATION ADMINISTRATION**  
**AND**  
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**ARTICLE 1. PARTIES**

The parties to this Agreement are the Federal Aviation Administration (FAA) and the San Diego County Regional Airport Authority (Authority).

**ARTICLE 2. SCOPE**

**a. Purpose:**

The purpose of this Agreement between the FAA and the Authority is to define the roles, responsibilities and contributions each party will make toward the installation of a baseline production Runway Status Lights system (RWSL) at the San Diego International Airport (SDIA).

RWSL augments a layered defense system to reduce the likelihood of a runway collision. RWSL integrates airport lighting equipment with approach and surface surveillance systems to provide a visual signal to pilots indicating that it is unsafe to enter/cross or begin takeoff on a runway. Airport surveillance sensor inputs are processed through safety logic that commands in-pavement lights to illuminate red when there is traffic on or approaching the runway. Runway Entrance Lights (RELs) provide a signal to aircraft crossing a runway from an intersecting taxiway.

Under this Agreement, a RWSL consisting of RELs and all required data processing equipment and software will be integrated, adapted, installed, and optimized for use at SDIA.

**b. Specific goals and objectives to be accomplished:**

The parties to this Agreement share a mutual objective: to advance and benefit from RWSL capabilities to increase the level of safety in the airport surface environment. To that end, a specific goal of the parties is to identify the operational requirements that affect the development, installation, and optimization of RWSL leading to Initial Operating Capability (IOC) and commissioning. Another mutual goal of the parties is to determine the degree to which RWSL technology that has been tested at other airports in the National Airspace System (NAS) can operate

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in the SDIA environment such that:

- (a) RWSL is configured for operational use;
- (b) Technical and operational issues can be discovered and addressed early on;
- (c) Disruption to airport operation is minimized;
- (d) System infrastructure elements are deployed to reduce potential risks or otherwise facilitate future operational deployments; and
- (e) A commissioned FAA RWSL is deployed into the National Airspace System (NAS).

**c. Locations:**

The RWSL installation will consist of RELs at the six (6) existing taxiway intersections as the prototype system.

The specific locations are shown on Attachment 1 to this Agreement. The Authority will continue to coordinate with the FAA on any necessary minor adjustments.

**d. Management of the project:**

The proposed project consists of multiple segments. Overall project integration and management will be performed by the FAA's RWSL Program Office staff (PO) assigned to the Surveillance Systems and Sensor Programs Group (AJM-231) in the Surveillance Services Group (AJM-23) in the Air Traffic Systems Group (AJM-2) of the Program Management Organization (AJM-0) of the Air Traffic Organization (ATO).

Runway Status Lights Program, AJM-2312  
Surveillance Systems and Sensor Programs Group  
FAA National Headquarters  
Wilbur Wright Building (FOB10B)  
600 Independence Avenue, SW  
Washington, DC 20591

ATTN: George Billos, RWSL Program Manager  
Carl Lyons, SAN RWSL Site Lead

**e. Roles and responsibilities:**

The roles and responsibilities of the Parties in performing the Work under this MOA are set forth as follows:

- 1) **The FAA will, either directly or indirectly, through a contractual agreement with its selected contractor, perform the following duties:**
  - a. Coordinate with the Authority to determine: Field Lighting System (FLS) configuration, FLS construction, and site survey and engineering activities. To the extent that is reasonable, FAA will use design and installation methods that minimize impacts to existing pavements; such methods might include but not

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limited to use of directional boring, trenching, kerf cut, concrete encased duct banks and installation of full depth light cans or extensions on base cans in existing pavement. A separate utility electric meter will be installed for the FLS.

- b. Work with designated Authority personnel to develop, review and comment on the RWSL design and construction documentation packages at their Preliminary and Final review cycles. FAA will be responsible for integrating the two project designs.
- c. Maintain the airfield lighting equipment associated with RWSL, including the FLS Shelter. FAA will pay all electrical costs associated with RWSL.
- d. Maintain the surveillance/automation portion of the RWSL equipment. This equipment is located at the SDIA Air Traffic Control Tower (ATCT).
- e. Conduct operational evaluation data collection, analysis and reporting to continually assess the system's performance and operational suitability.
- f. Perform system engineering and software development management tasks necessary to provide RWSL data processing hardware and software for installation, integration and evaluation at SDIA.
- g. Design, procure and install the FLS shelter to house the FLS components, including all equipment housed within. Until the AOA fence is relocated, the FAA will take responsibility for securing the new shelter.
- h. Perform engineering development testing to ensure RWSL safety software satisfies target performance parameters.
- i. Reimburse the Authority as per the RWSL scope of construction in Attachment 2 under the agreement between the FAA and the Authority, as defined in Article 2.e.2.a of this Agreement.
- j. Provide designer of record with RWSL equipment specifications to be included for contractor procurement under RWSL bid items.
- k. Perform NAS configuration management tasks including generation and coordination of any necessary NAS change proposals related to this project.
- l. Perform financial management tasks to ensure funds provided for this project are properly allocated and tracked and ensure any reimbursable work scope is paid to the Authority.
- m. Coordinate and conduct meetings with local operational stakeholders as

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required to share information and familiarize the community with the planned operational evaluation and RWSL system functionality.

- n. Prepare and transmit a Request for Modification to Standards for RWSL installation to the local FAA Airports District Office (ADO).
- o. FAA will appoint a Resident Engineer (RE) to assist with RWSL construction activities by the Authority and a Technical On-Site Representative (TOR) to oversee Installation and Check-out procedures. RE/TOR will be on-site at relevant phases of the RWSL project progression. The FAA RWSL RE Guidebook details responsibilities assigned to the RE and Technical Officer's Representative to act on behalf of the Contracting Officer (CO) and CO's Representative (COR) in order to ensure safety, compliance to specifications and standards and acceptance of the RWSL deliverables.
- p. File appropriate Notices to Airmen (NOTAM), FAA Form 7460 and any other applicable FAA issued advisories and/or compliance documents as necessary.
- q. Comply with FAA Standards and ACs including but not limited to the following: RWSL Facility Standard Drawings Engineering Brief (EB64D), Lighting and Surge Protection, Grounding, Bonding and Shielding Requirements for Facilities and Electronic Equipment (FAA STD-019E) and Advisory Circular Design and Installation Details for Airport Visual Aids (AC150/5340-30F).

**2. The Authority will, either directly or indirectly, through contractual agreements with its selected contractors, perform the following duties:**

- a. Incorporate RWSL construction scope into planned Authority runway rehabilitation project planned for late 2017. FAA will reimburse the Authority on a per line item basis for the RWSL construction items. Reimbursable RWSL work to be performed includes, but is not limited to:
  - Install new fixtures and associated electronics provided by the FAA in base cans
  - Provide and install airfield electrical shielded cable
  - Retrofit electrical grounding for existing prototype RWSL infrastructure elements
  - Install new communications duct bank from area of Remote Transmitter Receiver (RTR) site to the new FLS shelter site
  - Install new fiber optic communications cable between FLS shelter and ATCT

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**The following items (b) through (j) will be provided by the Authority:**

- b. Provide Construction Management for the FAA scope, cost to be covered under overall runway project.
- c. Provide 480V (3) phase electrical service to the proposed location of the FAA FLS shelter location, including termination box with set of utility cables terminated at utility side.
- d. Provide reasonable access to airport facilities for designated RWSL project personnel as needed to perform site survey, installation, testing, maintenance or other tasks required to successfully execute the Project.
- e. Provide real estate for FAA FLS shelter location on the Airport Operations Area (AOA), including relocation of AOA perimeter fence as needed and update master lease with FAA.
- f. Facilitate access assist for site survey activities.
- g. Provide sufficient downtime for specified work areas during field engineering and construction phases.
- h. Assist in the coordination and delivery of user familiarization training materials for non-ATC users.
- i. The Authority or its contractor shall provide FAA an electronic and hard copy of the As-Constructed/As-Built documents. All drawings submitted shall be accompanied by the Computer Aided Design & Drafting (CADD) file used to print and plot the drawings.
- j. Install new electrical duct bank from area of electrical vault to the new FLS shelter site.

**ARTICLE 3. EFFECTIVE DATE and TERM**

The effective date of this Agreement is the date on which it is signed by the FAA. This Agreement shall continue in effect until implementation is complete or May 31, 2019, whichever is later unless terminated earlier by the parties in accordance with Article 14.

**ARTICLE 4. MILESTONES**

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Work will be accomplished according to the following milestones. Any modifications to the completion dates listed below must be worked through a Supplemental Agreement.

| <b>Project Milestone</b>                               | <b>Completion Date</b> | <b>Responsibility Party</b> |
|--|------------------------|-----------------------------|
| MOA Finalization and Signing                           | May 4, 2017            | FAA/Authority               |
| Completion of RWSL design documentation                | April 10, 2017         | FAA                         |
| SDIA Shelter Site Preparation Complete                 | March 2018             | FAA/Authority               |
| RWSL Construction Complete by the Authority            | September 2018         | Authority                   |
| RWSL Installation complete & Integration Test complete | March 2019             | FAA                         |

#### **ARTICLE 5. REPORTING REQUIREMENTS**

The Parties shall participate in periodic project management review meetings held by the FAA no less frequently than quarterly to report and discuss overall Project status.

#### **ARTICLE 6. INTELLECTUAL PROPERTY**

##### **a) Rights in Data**

The FAA retains Government Purpose Rights in all Data developed under this MOA.

“**Data**” means recorded information, regardless of form or method of recording, which includes but is not limited to, technical data, computer software, trade secrets, and mask works. The term does not include financial, administrative, cost, pricing or management information.

“**Government Purpose Rights**” means the rights to:

- (1) Use, modify, reproduce, release, perform, display, or disclose data within the government without restriction; and,
- (2) Release or disclose technical data outside the government and authorize persons to whom release or disclosure has been made to use, modify, reproduce, release, perform, display, or disclose that data for Government Purposes.

“**Government Purpose**” means any activity in which the United States Government is a party, including cooperative agreements with international or multi-national defense organizations, or sales or transfers by the United States Government to foreign governments or international organizations. Government Purposes include competitive acquisition by or on behalf of the

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government but do not include the rights to use, modify, reproduce, release, perform, display, or disclose data for commercial purposes or authorize others to do so.

**(b) Rights in Inventions**

The respective rights of the FAA and the Authority are the same as those found within the FAA Acquisition Management System at T.5-10 "Patent Rights – Retention by the Contractor (Short Form).

**ARTICLE 7. LEGAL AUTHORITY**

This MOA is entered into under the authority of 49 U.S.C. 106(1) and (m), which authorizes agreements and other transactions on such terms and conditions as the FAA Administrator determines necessary.

**ARTICLE 8. POINTS OF CONTACT**

**Federal Aviation Administration**

George Billos  
RWSL Program Manager, AJM-2312  
Surveillance & Sensor Programs  
600 Independence Ave., SW  
Washington, DC 20591  
202-267-0777  
[George.Billos@faa.gov](mailto:George.Billos@faa.gov)

Jayanthi (Jaya) Rangan  
Contracting Officer, AAQ-210  
Surveillance Contracts Branch  
600 Independence Ave., SW  
Washington, DC 20591  
202-267-0758  
[Jaya.Rangan@faa.gov](mailto:Jaya.Rangan@faa.gov)

**San Diego Regional Airport Authority:**

Dean Robbins  
Manager, Airside Operations  
San Diego County Regional Airport Authority  
PO Box 82776  
San Diego, CA 92138-2776  
619-400-2761  
[drobbins@san.org](mailto:d Robbins@san.org)

**ARTICLE 9. FUNDING and PAYMENT**

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The Authority will incorporate RWSL construction scope into their planned 2017 runway rehabilitation project. The FAA will reimburse the Authority on a per line item basis for RWSL associated tasks under this Agreement as specified in Attachment 2. The not to exceed amount of \$619,500.00 is hereby committed for the term of this Agreement.

The possibility of construction bids exceeding this amount does not obligate the Authority to assume responsibility for the delta. Once bids are received, the Parties shall mutually agree to execute a Supplemental Agreement or either party may choose to terminate the Agreement in accordance with Article 14.

The Authority shall submit all requests for payment under this MOA on a properly executed Standard invoice. The Authority shall submit the invoice(s) to the below designated billing office upon completion of work identified in scope of the Agreement. The Federal Aviation Administration intends to make payment within 30 days of receipt of a properly certified invoice submitted to the billing office below:

Federal Aviation Administration  
Accounts Payable (AP) Branch  
6500 S. McArthur Blvd.  
Oklahoma City, OK 73169

**OR Via Email to:**

**9-AMC-AMZ-FAA-APIInvoices@faa.gov**

Authority Remittance Address:

San Diego Regional Airport Authority  
PO Box 82776  
San Diego, CA 92138-2776

In addition, the Authority shall send via email a copy of the invoice to FAA AP located at the above AP address.

The Authority shall provide simultaneously, a copy of each certified invoice electronically, to the Contracting Officer as listed under Article 8 Points of Contact:

- a. FAA Contracting Officer; and
- b. FAA RWSL Program Manager Surveillance & Sensor Programs AJM-2312.

The Authority shall place the following statement on each invoice, signed by an authorized company representative:

**“This is to certify that the services set forth herein were performed during the period**

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**stated, and that incurred costs billed we actually expended”.**

\_\_\_\_\_  
Signature of the Authority’s Authorized Representative

\_\_\_\_\_  
Date

FAA approval of the invoices will be based on Contracting Officer and RWSL Program Manager’s review. Every invoice must contain detailed backup documentation related to the scope of the work completed in accordance with the SAN MOA.

The Authority shall provide sufficient detail such that the invoice can be properly validated. This shall include, but not limited to the following:

- MOA No., Date of Submission, Time period for which charges are being billed
- Description of work and item number identified in the MOA
- Complete description of the materials listed in the invoice with itemized accounting of total contract costs
- Quantities and Unit price

Upon completion of the MOA, the Authority shall submit a final invoice clearly marked “FINAL”.

**ARTICLE 10.           LIMITATION OF FUNDS**

The Government’s liability to make payments to the Authority for any work performed under this Agreement is limited to the amount of funds obligated hereunder to include any written modifications to this Agreement.

**ARTICLE 11.           APPROVAL OF SUBCONTRACTORS**

The Contracting Officer (CO) will be reasonably notified in advance of entering into any subcontract. Any subcontractors and outside associates or consultants required by either Party in connection with the services covered by this Agreement shall be limited to individuals or firms that are specifically agreed to by all Parties. The contractor and the Authority must obtain the CO’s written consent before placing any subcontract.

**ARTICLE 12.           AUDITS**

As applicable, the Government has the right to examine or audit relevant financial records for a period not to exceed three years after expiration of the terms of this Agreement. The contractor/subcontractor must maintain an established accounting system that complies with generally accepted accounting principles. Commercial companies should ensure their record retention policies comply with this policy.

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**ARTICLE 13. CHANGES and MODIFICATIONS**

All changes and/or modifications to this MOA shall be in writing and signed by the FAA CO and the authorized representative of the Authority. The modification shall cite this MOA and state the exact nature of the modification. No oral statement by any person shall serve to modify or otherwise affect the terms of this MOA.

**ARTICLE 14. TERMINATION**

Either Party may terminate this Agreement at any time prior to its expiration date, with or without cause, and without incurring liability or obligation to the terminated Party (other than payment of amounts due and owing and performance of obligations accrued, in each case on or prior to the termination date) by giving the other Party at least thirty (30) days prior written notice of termination. Upon receipt of a notice of termination, the receiving party shall make immediate steps to stop the accrual of any additional obligations, which might require payment.

**ARTICLE 15. ORDER OF PRECEDENCE**

In the event of any inconsistency between the terms of this MOA and the attachments hereto, the inconsistency shall be resolved by giving preference in the following order:

- (a) The Memorandum of Agreement (MOA)
- (b) The attachments

**ARTICLE 16. CONSTRUCTION OF THE AGREEMENT**

This Agreement is an "other transaction" issued under 49 U.S.C 106 (1) and (m) is not a procurement contract, grant or cooperative agreement. Nothing in this Agreement shall be construed as incorporating by reference or implication any provision of Federal acquisition law or regulation.

Each party acknowledges that all parties hereto participated equally in the negotiation and drafting of this Agreement and any amendments thereto, and that, accordingly, this Agreement shall not be construed more stringently against one party than against the other.

**ARTICLE 17. DISPUTES**

Where possible, disputes will be resolved by informal discussion between the parties. In the event the parties are unable to resolve any disagreement through good faith negotiations, the dispute will be resolved: (1) by the FAA Contracting Officer; (2) by designated management representatives of both parties and (3) by designated higher officials of both parties. The decision is final unless timely

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appealed to the FAA Administrator, whose decision is not subject to further administrative review and, to the extent permitted by law, is final and binding.

**ARTICLE 18. WARRANTIES**

The FAA makes no express or implied warranties as to any matter arising under this MOA, or as to the ownership, merchantability, or fitness for a particular purpose of any property, including any equipment, device, or software that may be provided under this MOA.

**ARTICLE 19. INSURANCE**

The Authority shall arrange for insurance or otherwise self-insure from and against all liability to third parties arising out of, or related to its performance of this agreement, their employees or their contractors arising out of, or related to, its performance of this Agreement. The FAA assumes no liability under this Agreement for any losses arising out of any action or inaction by Airport Authority, its employees, or contractors, or any third party acting on its behalf. The Authority assumes no liability under this Agreement for any losses arising out of any action or inaction by the FAA, its employees or contractors, or any third party acting on its behalf. Neither of the Parties are hereby waiving any rights or protection it presently enjoys by reason of any applicable state or federal, including the Federal Tort Claims Act.

**ARTICLE 20. LIMITATION OF LIABILITY**

Claims for damages of any nature whatsoever pursued under this Agreement shall be limited to direct damages only up to the aggregate amount of funding obligated under this Agreement at the time the dispute arises. In no event shall either Party be liable for claims for consequential, punitive, special and incidental damages, for claims for lost profits, or other indirect damages.

**ARTICLE 21. LOWER TIER AGREEMENTS**

The Authority must include these provisions in all lower tiered agreements, regardless of tier.

The Authority shall include Articles 6, 12-18, 21-24, suitably modified in all lower tiered/supplemental/ancillary agreements, regardless of tier.

**ARTICLE 22. CIVIL RIGHTS ACT**

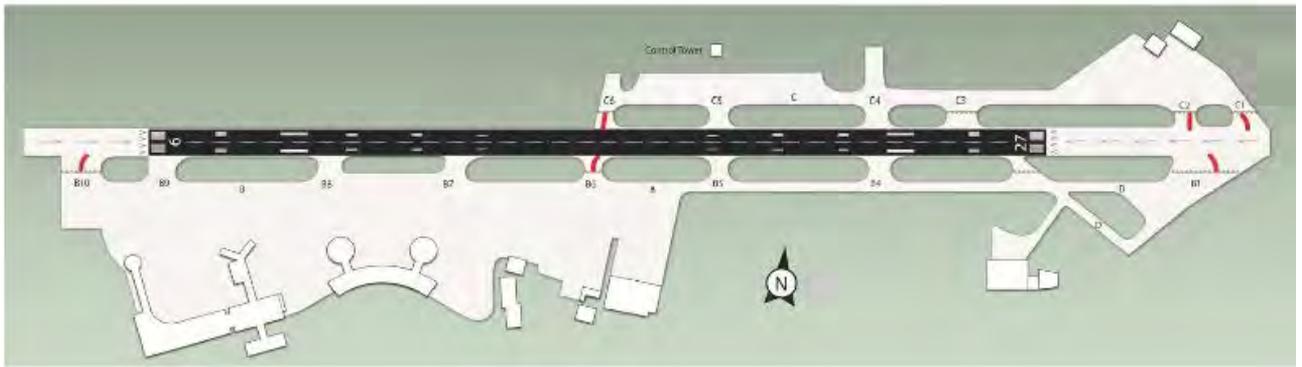
The Authority shall comply with Title VI of the Civil Rights Act of 1964 relating to nondiscrimination in federally-assisted programs and provide a certification to that effect.

**ARTICLE 23. OFFICIALS NOT TO BENEFIT**



# Attachment 1

## Proposed SAN RWSL Installation Configuration



## Attachment 2

### Engineering Cost Estimate for the RWSL scope of the SAN project

| #  | Scope of Construction (work item description)  | Unit | Quantity |
|----|--|------|----------|
| 1  | Remove Existing L-852S RWSL Fixture, Isolation Transformer and Adapter Ring. Install 5/8" cover plate.   | EA   | 37       |
| 2  | Furnish and Install New L-852S(L), 12" Dia., RWSL Fixture With New Fixture Flange, New L-830 Xfmr & New Individual Light Controller on Existing Base, and Ground Strap (2 per base)* | EA   | 40       |
| 3  | Furnish and Install ground rod, 10', one ea per taxiway  | EA   | 6        |
| 4  | Furnish and Install in Existing Duct Single Mode, 48 Strand, F/O Cable - Draka Cableteq FAA CD-12-HB-048-E3 or approved equal**  | LF   | 7,000    |
| 5  | No. 6 AWG, Shielded, 5000V, L-824C Cable, Installed In conduit** <b>(RED)</b>  | LF   | 22,662   |
| 6  | No. 6 AWG, Shielded, 5000V, L-824C Cable, Installed In conduit** <b>(BLACK)</b>  | LF   | 7,800    |
| 7  | No. 1/0 AWG, Solid, BC Counterpoise Wire, Installed in Trench, Above the Duct Bank or Conduit, Including Ground Rods and Ground Connectors**   | LF   | 1,400    |
| 8  | No. 4 AWG, 600V Stranded GREEN GND, Installed in Conduit, cadweld to ground lug in ea can**  | LF   | 15,400   |
| 9  | 1-way, 2" PVC SCH 40 Conduit, Concrete Encased - In Airfield Pavement**  | LF   | 200      |
| 10 | 2-way, 4" PVC SCH 40 Conduit, Concrete Encased - In Turf/unpaved areas**   | LF   | 1,200    |
| 11 | Furnish and Install MaxCell Inner Duct in Existing 4" PVC SCH 40 Conduit   | LF   | 6,600    |
| 12 | Furnish and Install 2-way 4" PVC SCH 40 with Inner Duct Conduit for Fiber from new shelter site to existing com manhole near airfield vault, concrete encased                        | LF   | 1,200    |
| 13 | Furnish and install Aircraft-rated Handhole (4 ft. X 4 ft.)**  | EA   | 6        |
| 14 | Fiber Optic Cable Termination and \Optical Time Domain Reflectometer (OTDR) Testing  | LS   | 1        |

PMO Notes: Site contractor to bring cables to building and terminate at HVOC cabinet.

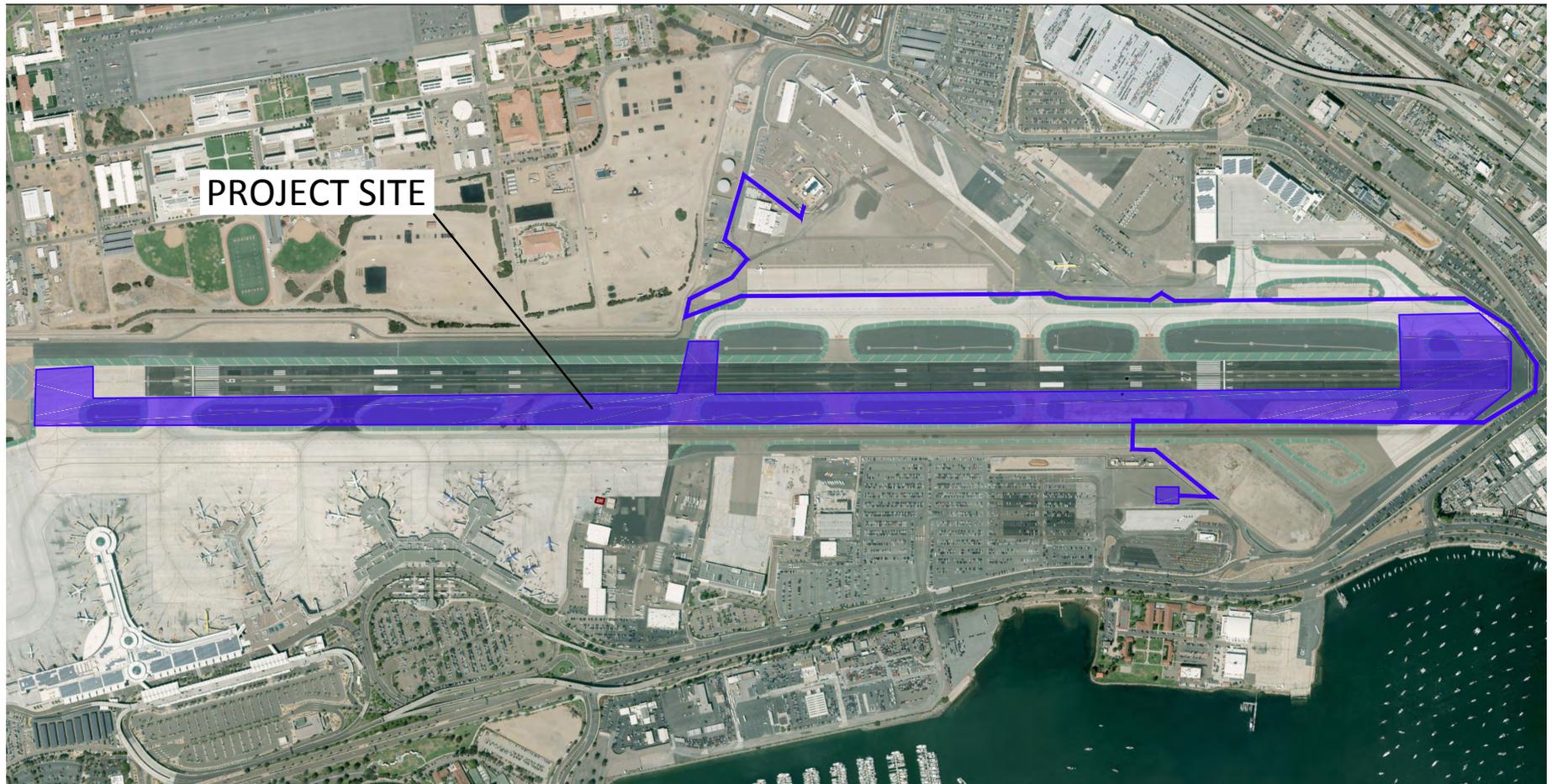
Notes:

\*This estimate assumes that the FAA will furnish fixture, isolation transformer and individual light controller for each fixture location, and as such, the cost for this material is not included under this line item. This estimate assumes that the contractor will furnish and install new fixture flange, spacer rings and L-823 connector kits for each fixture installation, and as such, the cost for this material is included under this reimbursable line item.

\*\*This estimate assumes that the Authority will furnish and install all material and labor necessary for a complete installation under this reimbursable line item.



# ATTACHMENT B



104219 & 104220 REHABILITATE RUNWAY 9-27 AND  
CROSS TAXIWAYS B1, B4-B7, C3, C4, C6  
RUNWAY STATUS LIGHTS (RWSL)

RESOLUTION NO. 2017-0041

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION (FAA) AND THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, FOR A REIMBURSABLE AMOUNT NOT-TO-EXCEED \$619,500 TO REMOVE AND REPLACE THE EXISTING PROTOTYPE RUNWAY STATUS LIGHTING (RWSL) SYSTEM WITH A NEW RWSL SYSTEM AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, in 2011 the San Diego County Regional Airport Authority (“Authority”) conducted a comprehensive Pavement Management study on the airside which included Runway 9-27 (“Runway”) and Cross Taxiways B1, B4-B7, C3-C6, and D (“Taxiways”); and

WHEREAS, the result of the study revealed that the Runway condition is fair and the Cross Taxiways are in poor to fair condition; and

WHEREAS, the Authority staff (“Staff”) proposed two projects, Project No. 104219, Rehabilitate Runway 9-27 and Project No. 104220, Rehabilitate Cross Taxiways, to the Authority Board (“Board”) in FY11 and FY12, respectively and the Board approved both projects (collectively, the “Runway and Cross Taxiway Projects”); and

WHEREAS, the Runway and Cross Taxiway Projects will provide for the rehabilitation of airfield asphalt on the Runway and upgrade of the Runway lighting system from incandescent to LED, striping, marking, and related work; and

WHEREAS, the implementation of these projects requires hard closure of the Runway between the hours of 12:00 midnight and 5:30 am; and

WHEREAS, subsequent to the Board’s approval of the Runway and Cross Taxiway Projects, FAA communicated its desire to take this opportunity of the hard runway closure to replace the existing prototype Runway Status Lighting (RWSL) system; and

WHEREAS, the RWSL system integrates airport lighting equipment with approach and surface surveillance systems to provide a visual signal to airline pilots indicating that it is unsafe to enter or cross the Runway; and

WHEREAS, FAA has requested support from the Authority to replace the RWSL system and an MOA has been negotiated between the Authority and the FAA. Pursuant to the MOA, the Authority will include replacement of the RWSL in its contract for the Runway and Cross Taxiway Projects and FAA will reimburse the Authority, in an amount not-to-exceed \$619,500.00; and

WHEREAS, portions of the work will be performed by both, the FAA and the Authority's awarded contractor; and

WHEREAS, the FAA will replace the existing RWSL system and the Authority will install the lights, wiring, and grounding for the replaced RWSL system, in addition to the Runway and Taxiways rehabilitation work; and

WHEREAS, all of the work will be performed at night, while Runway 9-27 and numerous cross-taxiways are closed.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a Memorandum of Agreement (MOA) between the Department of Transportation Federal Aviation Administration (FAA) and the San Diego County Regional Airport Authority, for a reimbursable amount not-to-exceed \$619,500 to remove and replace the existing prototype runway status lighting (RWSL) system with a new RWSL system at San Diego International Airport; and

BE IT FURTHER RESOLVED that the President/CEO is authorized to make minor changes to the MOA that she determines to be in the best interest of the Authority; and

BE IT FURTHER RESOLVED by the Board that it finds that this Board action is consistent with Categorical Exemption 15302 – Replacement or Reconstruction – Class 2 and consists of; replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced, including but not limited to: (c) Replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity; 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 4<sup>th</sup> day of May, 2017, 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:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **MAY 4, 2017**

### **Subject:**

**Award of Contract to Prava Construction Services, Inc. for Terminal Two East Improvements at San Diego International Airport**

### **Recommendation:**

Adopt Resolution No. 2017-0042, awarding a contract to Prava Construction Services, Inc. in the amount of \$3,699,322.94 for Project No. 104210, Terminal Two East Improvements at San Diego International Airport.

### **Background/Justification:**

This project is a San Diego County Regional Airport Authority (“Authority”) Board (“Board”) approved project in the FY2017 Capital Improvement Program (“CIP”).

The Airport Development Plan (ADP) calls for Terminal 2 East (T2E) to be operational up to Phase 2 of the ADP (approximately 2035). As such, Staff has scoped this project for incremental improvements to enhance customer service and gain operational efficiencies in T2E throughout this period. The scope of work for this project, as depicted in Attachment A, includes the following:

- Replacement of Two Undersized Restrooms at T2E International Gates (Gates 20-22). Currently there are only two all-gender single-accommodation restrooms supporting these gates, which frequently have queues extending into the hold rooms due to the restrooms’ capacity constraint. In addition, these existing restrooms are aged and not compliant with the Americans with Disability Act (ADA). Staff’s current gate utilization plan calls for these gates to be used even more frequently when international enplanements move to Terminal 2 West (T2W) in mid-2018 with the Federal Inspection Services (FIS) project. With the closest traditional terminal restrooms approximately five hundred (500) feet away, it is critical from a customer service perspective that new and more spacious ADA compliant restrooms be built in these hold rooms.
- Installation of New Gate Podiums and Displays - Currently, there are three different podia models in T2E (Gates 20-32). Staff proposes to match the current podia in T2W and back wall displays to create uniformity throughout Terminal 2 thus improving terminal aesthetics.
- Installation of Electronics Charging Counters – This amenity has proven to be exceedingly popular with our passengers in Terminal 1 East (Southwest Airlines rotunda) and staff proposes to install this passenger convenience adjacent to a large hold room near Gate 31.

- Additional Lighting and Ceiling Tile Replacement in T2E Ticket Lobby and Checkpoint – Staff has received tenant complaints regarding inadequate lighting in the ticketing lobby area, and proposes to address this issue through this project. In addition, Staff proposes to match ceiling tiles in both the ticket lobby and security checkpoint areas with the preexisting ceiling tiles at the south end of the ticket lobby.
- Renovation of Concessionaire Service Corridor - This corridor is used frequently by concessionaires to transport goods from the T2E loading dock. Wall repairs and the installation of metal wall panels to prevent future wall damage from the transportation of concessionaire goods are included in the project.
- Demolition of the Former American Airlines Admirals Club – This portion of the project scope will enable Staff to demolish this dated space and create new leasable space for a future tenant.
- Replace Lighting in Three Existing Restrooms in T2W - Energy efficient LED lighting is proposed to be installed to reduce electrical costs and increase illumination within these restrooms.

This opportunity was advertised on February 15, 2017, and sealed bids were opened on March 17, 2017. The following bids were received: (Attachment B)

| Company                           | Total Bid      |
|-----------------------------------|----------------|
| Prava Construction Services, Inc. | \$3,699,322.94 |
| Atlas Development Corporation     | \$3,937,290.63 |

The Engineer's estimate is \$4,359,400.99

The low bid of \$3,699,322.94, submitted by Prava Construction Services, Inc., is responsive and is considered responsible. Staff recommends award to the Prava Construction Services, Inc. in the amount of \$3,699,322.94.

### **Fiscal Impact:**

Adequate funds for Terminal Two East Improvements are included within the Board approved FY2017-FY2021 Capital Program Budget in Project No. 104210. Source of funding for this project is Airport Cash.

### **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 project is consistent with Categorical Exemption 15301 - Existing Facilities – Class 1 and consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features involving negligible or no expansion of use beyond that previously existing, including: (a) Interior or exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances;
- 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:**

The Authority has the following inclusionary programs/policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs/policies named above can be used in any single contracting opportunity.

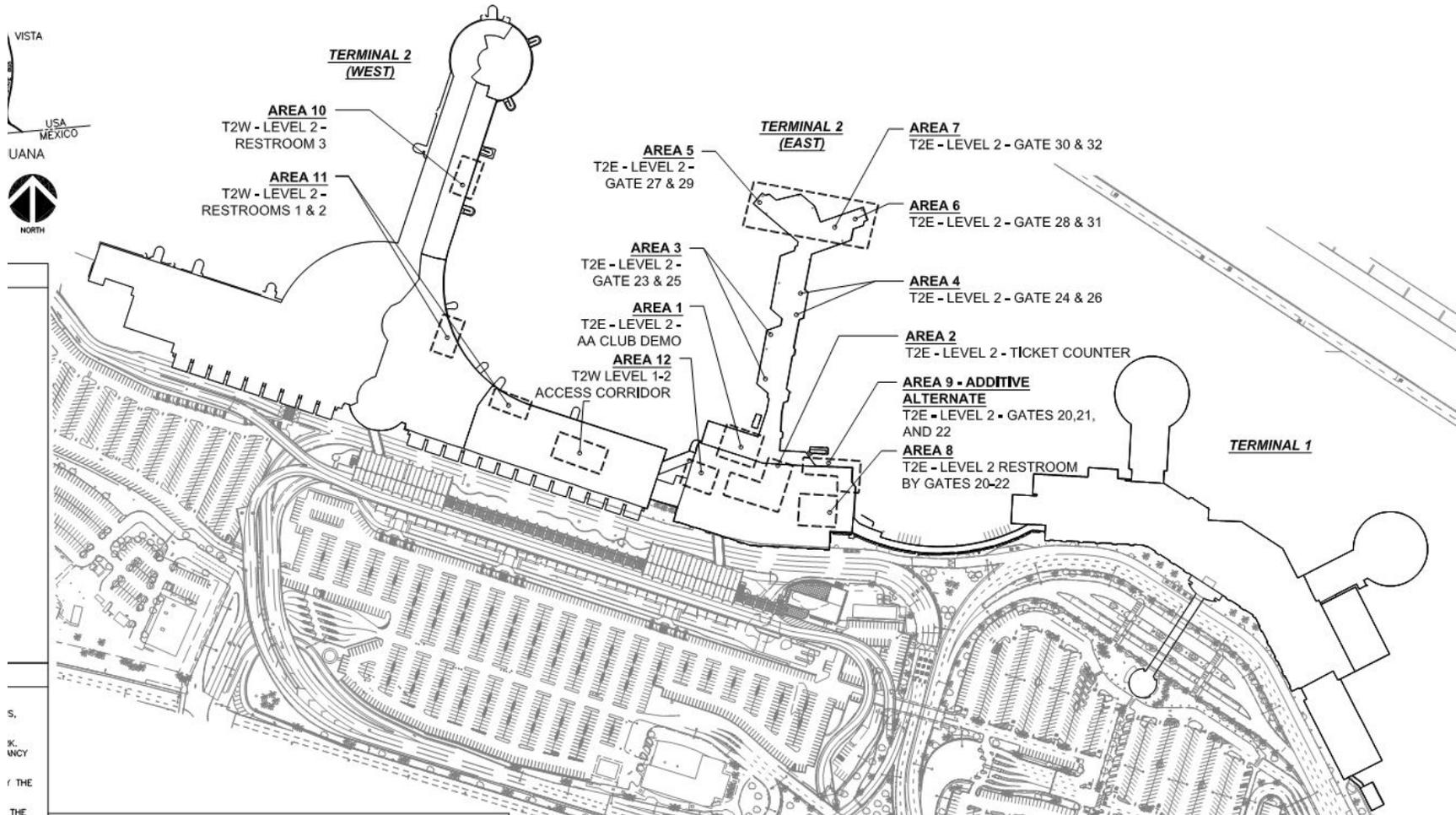
This contract does not utilize federal funds and provides opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.14 was applied. Policy 5.14 establishes separate goals for the participation of: (1) small businesses; (2) local businesses; and, (3) service disabled veteran owned small businesses (SDVOSB). The local business participation goal can only be applied when the overall local business participation of all Authority contracts at the time of solicitation is less than 60%. The maximum preference applied under Policy 5.14 is seven percent (7%): three percent (3%) for small business participation; two percent (2%) for local business participation; and, two percent (2%) for SDVOSB participation. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$200,000. The preference is only applied in measuring the bid. The final contract award is based on the amount of the original bid. When bid price is not the primary selection criteria, the preference is only applied to determine which proposers are interviewed for final consideration. Per Policy 5.14, the preference is not applied in the final selection.

In accordance with Policy 5.14, Prava Construction Services met the SBE goal of 26% with 78% certified small business participation for a 3% certified small business preference, but did not meet the SDVOSB goal of 3% for a 2% SDVOSB participation preference. At the time of the solicitation it was determined that the Authority's overall local business participation exceeded 60%, therefore no preference was applied for local business participation.

**Prepared by:**

IRAJ GHAEMI  
DIRECTOR, FACILITIES DEVELOPMENT

# ATTACHMENT A



## CIP 104210 TERMINAL TWO EAST IMPROVEMENTS

### STAFF REPORT

# BID TABULATION

Project Title: **Terminal 2 East Improvements**

CIP Number: **104210**

DATE/TIME BIDS OPENED: **3/17/2017 - 3 PM**

Attachment B

| ENGINEER'S ESTIMATE: \$ <b>4,359,400.99</b>                           |  |          |           | ENGINEER'S ESTIMATE        |                       | 1<br>Prava Construction<br>344 N Vinewood Street<br>Escondido, CA 92029<br><br>Philadelphia Indemnity Ins. Co. |                       | 2<br>Atlas Development<br>991C Lomas Santa Fe, #115<br>Solana Beach, CA 92075 |                       |
|---|--|----------|-----------|----------------------------|-----------------------|--|-----------------------|---|-----------------------|
| GUARANTEE OF GOOD FAITH:  |  |          |           |                            |                       |  |                       |   |                       |
| BID ITEM NO.  | TITLE  | QUANTITY | UNIT ITEM | UNIT PRICE<br>(In Figures) | TOTAL<br>(In Figures) | UNIT PRICE<br>(In Figures)   | TOTAL<br>(In Figures) | UNIT PRICE<br>(In Figures)  | TOTAL<br>(In Figures) |
| <b>Bid Schedule A - Base Bid</b>                                      |  |          |           |                            |                       |  |                       |   |                       |
| 1   | Demo of the old American Airlines Club and Create New Shell Space at T2E Level 2                       | 1        | EA        | \$ -                       | \$ 69,310.50          | \$ -   | \$ 59,885.92          | \$ -  | \$ 103,969.05         |
| 2   | Replacement of Ceiling Tile and Lighting Fixtures above Ticketing Counters at T2E Level 2              | 1        | EA        | \$ -                       | \$ 96,879.66          | \$ -   | \$ 148,592.43         | \$ -  | \$ 131,679.46         |
| 3   | Addition of Sit and Stand Counters along Window at T2E Gate 31   | 1        | EA        | \$ -                       | \$ 76,669.03          | \$ -   | \$ 163,708.47         | \$ -  | \$ 226,351.58         |
| 4   | LED Lighting Retrofit for Restroom 3 at T2W Level 2 by Gate 38   | 1        | EA        | \$ -                       | \$ 51,365.68          | \$ -   | \$ 80,046.97          | \$ -  | \$ 89,208.77          |
| 5   | LED Lighting Retrofit for Restroom 1 and 2 at T2W Level 2 by Gate 34 and 36                            | 1        | EA        | \$ -                       | \$ 51,365.68          | \$ -   | \$ 106,632.97         | \$ -  | \$ 142,065.27         |
| 6   | Patching/Wainscoting in Service Corridors at T2W Level 1 and T2E Level 2                               | 1        | EA        | \$ -                       | \$ 47,277.28          | \$ -   | \$ 23,214.12          | \$ -  | \$ 65,741.83          |
| 7   | Demolition of Existing Restrooms and Construction of New Restrooms at T2E Gates 20, 21 and 22          | 1        | EA        | \$ -                       | \$ 576,140.98         | \$ -   | \$ 673,715.52         | \$ -  | \$ 678,587.79         |
| 8   | Replacement of Backwalls, and Monitors at T2E Gates 23 and 25  | 1        | EA        | \$ -                       | \$ 157,329.30         | \$ -   | \$ 170,976.37         | \$ -  | \$ 80,303.64          |
| 9   | Replacement of Backwalls, and Monitors at T2E Gate 24. Replacement of Backwall and Monitors at Gate 26 | 1        | EA        | \$ -                       | \$ 157,329.30         | \$ -   | \$ 170,976.37         | \$ -  | \$ 151,973.30         |
| 10  | Replacement of Backwalls, and Monitors at T2E Gates 27 and 29  | 1        | EA        | \$ -                       | \$ 157,329.30         | \$ -   | \$ 241,915.62         | \$ -  | \$ 110,928.23         |
| 11  | Replacement of Backwalls, and Monitors at Gates 28 and 31  | 1        | EA        | \$ -                       | \$ 157,329.30         | \$ -   | \$ 165,461.88         | \$ -  | \$ 116,728.63         |
| 12  | Replacement of Gate Podiums, Backwalls, and Monitors at T2E Gates 30 and 32                            | 1        | EA        | \$ -                       | \$ 157,329.30         | \$ -   | \$ 207,026.77         | \$ -  | \$ 250,067.29         |
| 13  | Mobilization/Demobilization  | 1        | LS        | \$ -                       | \$ 243,709.55         | \$ -   | \$ 20,000.00          | \$ -  | \$ 100,000.00         |
| 14  | Overhead   | 180      | Day       | \$ 3,235.29                | \$ 582,352.81         | \$ 2,081.30  | \$ 492,273.72         | \$ 2,000.00   | \$ 360,000.00         |
| 15  | Allowance for Reimbursement of Permit Fees, permanent Utility Metering and Connection Fees             | 1        | LS        | \$ 10,000.00               | \$ -                  | \$ 10,000.00   | \$ 10,000.00          | \$ 10,000.00  | \$ 10,000.00          |
| 16  | Allowance for Unforeseen Conditions  | 1        | LS        | \$ 50,000.00               | \$ -                  | \$ 50,000.00   | \$ 50,000.00          | \$ 50,000.00  | \$ 50,000.00          |
| 17  | Allowance for Work Performed on Fire Alarm System  | 1        | LS        | \$ 100,000.00              | \$ 100,000.00         | \$ 100,000.00  | \$ 100,000.00         | \$ 100,000.00   | \$ 100,000.00         |
| 18  | Allowance for Work Performed on HVAC System  | 1        | LS        | \$ 40,000.00               | \$ 40,000.00          | \$ 40,000.00   | \$ 40,000.00          | \$ 40,000.00  | \$ 40,000.00          |
| 19  | Allowance for Work Performed on Public Address System  | 1        | LS        | \$ 50,000.00               | \$ 50,000.00          | \$ 50,000.00   | \$ 50,000.00          | \$ 50,000.00  | \$ 50,000.00          |
| 20  | Allowance for Work Performed on Access Control System  | 1        | LS        | \$ 20,000.00               | \$ 20,000.00          | \$ 20,000.00   | \$ 20,000.00          | \$ 20,000.00  | \$ 20,000.00          |
| <b>Total for Bid Schedule A</b>                                       |  |          |           | \$                         | <b>2,791,717.67</b>   | \$   | <b>2,994,427.13</b>   | \$  | <b>2,877,604.84</b>   |
| <b>Bid Schedule B - Modified Podiums</b>                              |  |          |           |                            |                       |  |                       |   |                       |
| 1   | Replacement of Modified Gate Podiums at T2E Gates 23, 25, 26, 27, 28, 29 and 31                        | 1        | LS        | \$ -                       | \$ 270,000.00         | \$ -   | \$ 259,093.20         | \$ -  | \$ 346,678.59         |
| 2   |  |          |           | \$ -                       | \$ -                  | \$ -   | \$ -                  | \$ -  | \$ -                  |
| 3   |  |          |           | \$ -                       | \$ -                  | \$ -   | \$ -                  | \$ -  | \$ -                  |
| <b>Total for Bid Schedule B</b>                                       |  |          |           | \$                         | <b>270,000.00</b>     | \$   | <b>259,093.20</b>     | \$  | <b>346,678.59</b>     |
| <b>Bid Schedule C - Green Build Podiums</b>                           |  |          |           |                            |                       |  |                       |   |                       |
| 1   | Provide (7) Green Build Type Podiums at Gates 23, 25, 26, 27, 28, 29 and 31                            |          |           | \$ -                       | \$ 524,903.82         | \$ -   | \$ 201,885.66         | \$ -  | \$ 346,678.59         |
| 2   |  |          |           | \$ -                       | \$ -                  | \$ -   | \$ -                  | \$ -  | \$ -                  |
| 3   |  |          |           | \$ -                       | \$ -                  | \$ -   | \$ -                  | \$ -  | \$ -                  |
| 4   |  |          |           | \$ -                       | \$ -                  | \$ -   | \$ -                  | \$ -  | \$ -                  |
| <b>Total for Bid Schedule C</b>                                       |  |          |           | \$                         | <b>524,903.82</b>     | \$   | <b>201,885.66</b>     | \$  | <b>346,678.59</b>     |
| <b>Bid Schedule D - Gates 20/21/22</b>                                |  |          |           |                            |                       |  |                       |   |                       |
| 1   | Replacement of Gate Podiums, Backwalls, and Monitors at Gates 20, 21 and 22                            |          |           | \$ -                       | \$ 756,929.50         | \$ -   | \$ 227,941.95         | \$ -  | \$ 359,444.41         |
| 2   | Add (2) Digital Signs at T2E Restrooms   |          |           | \$ -                       | \$ 15,850.00          | \$ -   | \$ 15,975.00          | \$ -  | \$ 6,884.20           |
| 3   |  |          |           | \$ -                       | \$ -                  | \$ -   | \$ -                  | \$ -  | \$ -                  |
| 4   |  |          |           | \$ -                       | \$ -                  | \$ -   | \$ -                  | \$ -  | \$ -                  |
| <b>Total for Bid Schedule D</b>                                       |  |          |           | \$                         | <b>772,779.50</b>     | \$   | <b>243,916.95</b>     | \$  | <b>366,328.61</b>     |
| <b>Total for (Bid Schedule A+B+C+D)</b>                               |  |          |           | \$                         | <b>4,359,400.99</b>   | \$   | <b>3,699,322.94</b>   | \$  | <b>3,937,290.63</b>   |
| <b>ADDENDUM NO. NOTED BY BIDDERS ON THEIR SUBMITTED BID SCHEDULE:</b> |  |          |           |                            |                       |  |                       |   |                       |
| 1   |  |          |           |                            |                       | Yes  |                       | Yes   |                       |
| 2   |  |          |           |                            |                       | Yes  |                       | Yes   |                       |
| 3   |  |          |           |                            |                       | Yes  |                       | Yes   |                       |
| 4   |  |          |           |                            |                       | Yes  |                       | Yes   |                       |

**CONTRACTOR's Submitted Bid Schedule Amount** \$ **3,699,322.94** \$ **3,937,290.63**

| Policy 5.14 Points and Bid Adjustment Amount Table |  |              |   | 7% |
|--|--|--------------|---|----|
| Low Bid Amt  | \$   | 3,699,322.94 |   |    |
| Points   | Bid Adjustment Amount Based on Low Bid or Max. \$200,000 |              |   |    |
| 7 or 7%  | \$258,952.61   | 7%           | 7 |    |
| 6 or 6%  | \$221,959.38   | 6%           | 6 |    |
| 5 or 5%  | \$184,966.15   | 5%           | 5 |    |
| 4 or 4%  | \$147,972.92   | 4%           | 4 |    |
| 3 or 3%  | \$110,979.69   | 3%           | 3 |    |
| 2 or 2%  | \$73,986.46  | 2%           | 2 |    |
| 1 or 1%  | \$36,993.23  | 1%           | 1 |    |

| Policy 5.14 Bid Adjustment Amount                             |                | Policy 5.14 Bid Adjustment Amount                             |                |
|---|----------------|---|----------------|
| Points  | 3              | Points  | 3              |
| Adjustment Amount (Enter Amount from Table Based on Number of | \$ 110,979.69  | Adjustment Amount (Enter Amount from Table Based on Number of | \$110,979.69   |
|   | \$3,588,343.25 |   | \$3,826,310.94 |

- Distribution: Project Bid Review Checklist (Original)  
 Staff Report  
 FDD Estimator (Excel File)  
 Director, Small Business (PDF copy)  
 Program Coordinator, Small Business (PDF copy)  
 Project Procurement Analyst (PDF copy)

RESOLUTION NO. 2017-0042

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY AWARDDING A CONTRACT TO PRAVA  
CONSTRUCTION SERVICES, INC. IN THE  
AMOUNT OF \$3,699,322.94 FOR PROJECT NO.  
104210, TERMINAL TWO EAST IMPROVEMENTS  
AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, this project is a San Diego County Regional Airport Authority ("Authority") Board ("Board") approved project in the FY2017 Capital Improvement Program ("CIP"); and

WHEREAS, the Airport Development Plan (ADP) calls for Terminal 2 East (T2E) to be operational up to Phase 2 of the ADP (approximately 2035); and

WHEREAS, Staff has scoped this project for incremental improvements to enhance customer service and gain operational efficiencies in T2E throughout this period; and

WHEREAS, the scope of work for this project, as depicted in Attachment A, includes the following:

- Replacement of Two Undersized Restrooms at T2E International Gates (Gates 20-22). Currently there are only two all-gender single-accommodation restrooms supporting these gates, which frequently have queues extending into the hold rooms due to the restrooms' capacity constraint. In addition, these existing restrooms are aged and not compliant with the Americans with Disability Act (ADA). Staff's current gate utilization plan calls for these gates to be used even more frequently when international enplanements move to Terminal 2 West (T2W) in mid-2018 with the Federal Inspection Services (FIS) project. With the closest traditional terminal restrooms approximately five hundred (500) feet away, it is critical from a customer service perspective that new and more spacious ADA compliant restrooms be built in these hold rooms.
- Installation of New Gate Podiums and Displays - Currently, there are three different podia models in T2E (Gates 20-32). Staff proposes to match the current podia in T2W and back wall displays to create uniformity throughout Terminal 2 thus improving terminal aesthetics.

- Installation of Electronics Charging Counters - This amenity has proven to be exceedingly popular with our passengers in Terminal 1 East (Southwest Airlines rotunda) and staff proposes to install this passenger convenience adjacent to a large hold room near Gate 31.
- Additional Lighting and Ceiling Tile Replacement in T2E Ticket Lobby and Checkpoint – Staff has received tenant complaints regarding inadequate lighting in the ticketing lobby area, and proposes to address this issue through this project. In addition, Staff proposes to match ceiling tiles in both the ticket lobby and security checkpoint areas with the preexisting ceiling tiles at the south end of the ticket lobby.
- Renovation of Concessionaire Service Corridor - This corridor is used frequently by concessionaires to transport goods from the T2E loading dock. Wall repairs and the installation of metal wall panels to prevent future wall damage from the transportation of concessionaire goods are included in the project.
- Demolition of the Former American Airlines Admirals Club – This portion of the project scope will enable Staff to demolish this dated space and create new leasable space for a future tenant.
- Replace Lighting in Three Existing Restrooms in T2W - Energy efficient LED lighting is proposed to be installed to reduce electrical costs and increase illumination within these restrooms.

WHEREAS, the Request for Bids for this project was advertised on February 15, 2017; and

WHEREAS, on March 17, 2017, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the low bidder, Prava Construction Services, Inc., submitted a bid in the amount of \$3,699,322.94; and

WHEREAS, the Authority's staff has duly considered Prava Construction Services, Inc.'s bid, and has determined Prava Construction Services, Inc., is responsible and that its bid is responsive in all respects; and

WHEREAS, the Board believes that it is in the best interest of the Authority and the public that it serves, for the Board to award Prava Construction Services, Inc., the contract for Project No. 104210, T2 East Improvements, upon the terms and conditions set forth in the Bid Solicitation Package.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards a contract to Prava Construction Services, Inc., in the amount of \$3,699,322.94, for Project No. 104210, T2 East Improvements at San Diego International Airport; and

BE IT FURTHER RESOLVED that the Authority's President/CEO or designee hereby is authorized to execute and deliver such contract to Prava Construction Services, Inc.; and

BE IT FURTHER RESOLVED that the San Diego County Regional Airport Authority and its officers, employee, and agents are hereby authorized, empowered, and directed to do and perform such acts as may be necessary or appropriate in order to effectuate fully the foregoing resolutions; and

BE IT FURTHER RESOLVED by the Board that it finds that this Board action is consistent with Categorical Exemption 15301 - Existing Facilities – Class 1 and consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features involving negligible or no expansion of use beyond that previously existing, including: (a) Interior or exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances; 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 4<sup>th</sup> day of May, 2017, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **MAY 4, 2017**

### **Subject:**

**Approve and Authorize the President/CEO to Award Purchase Orders to Purchase IT Equipment and Supplies as needed for Repair and Maintenance**

### **Recommendation:**

Adopt Resolution No. 2017-0043, approving and authorizing the President/CEO to award purchase orders to GovConnection, Insight Public Sector, Kambrian Corporation and Questivity Inc., for a term of three years and an option for one one-year extension period at the sole discretion of the President/CEO, in a combined amount not-to-exceed \$4,800,000 for the purchase of computer equipment, software, software licensing and maintenance, hardware maintenance, peripherals, and related services.

### **Background/Justification:**

On January 17, 2017, the Authority issued a Request for Bids ("RFB) for the purchase of computer equipment, software, software licensing and maintenance, hardware maintenance, peripherals and related materials on an as-needed basis. The purpose of the RFB was to seek pricing for frequently used IT equipment and supplies. Notice of the RFB was advertised in the San Diego Daily Transcript and on the Authority's website.

**Submitted Bids:** The Authority received eight (8) bids on February 13, 2017. All eight (8) bids received were found responsive. The bids received were from the following entities:

1. GovConnection
2. Graybar Electric
3. Insight Public Sector
4. Kambrian Corporation
5. PC Specialists
6. Questivity Inc.
7. Sehi Computer
8. Staples Advantage

**Small Business Preference:** Policy 5.12 was applied to this solicitation. In accordance with Policy 5.12, the following firms received a small business preference: Kambrian Corporation and Questivity Inc.

**Bid Analysis:** The RFB identified ninety-eight (98) frequently used IT equipment and supplies for which pricing/discounts were requested. Respondents were not required to provide responses for all line-items. Bid results were compiled and Respondent's pricing/discounts were compared for the product line-items for which a response was provided.

| Respondent            | Percentage of Line-Items For Which Response Was Received | Percentage of Line-Items For Which Response Was Not Received |
|-----------------------|--|--|
| GovConnection         | 98%  | 2%   |
| Graybar Electric      | 29%  | 71%  |
| Insight Public Sector | 100%   | 0%   |
| Kambrian Corporation  | 80%  | 20%  |
| PC Specialists        | 14%  | 86%  |
| Questivity Inc.       | 94%  | 6%   |
| Sehi Computer         | 22%  | 78%  |
| Staples Advantage     | 15%  | 85%  |

GovConnection, Insight Public Sector, Kambrian Corporation and Questivity Inc. provided responses to more than 80% of the Bid line-items. Additionally, the pricing/discounts provided by these four (4) Respondents were found to be the lowest.

Two (2) of the Respondents, GovConnection and Insight Public Sector, were identified as cooperative/consortium agreement participants. Authority Policy 5.04 permits participation in cooperative procurement arrangements for the purchase of supplies, materials, equipment, information technology or services. The pricing offered under these consortium agreements is the lowest price available as the result of pooling the purchasing power of multiple government entities. It is in the best interest of the Authority to utilize the pricing offered under these agreements:

1. **GovConnection**, utilizing National IPA- TCPN contract R160202, which was competitively bid by Region 4 Education Service Center and awarded on June 14, 2016. The initial term of three year agreement begins August 1, 2016 and ends July 31, 2019, with an option to renew for two (2) years.
2. **Insight Public Sector**, utilizing US Communities contract 4400006644, which was competitively bid by County of Fairfax, Virginia and awarded on February 23, 2016. The initial term of three year agreement begins May 1, 2016 and ends April 30, 2019, with an option to renew for four (4) years.

**Recommendation:** Award four (4) blanket purchase order agreements, one (1) each to GovConnection; Insight Public Sector; Kambrian Corporation; and Questivity Inc. All four (4) blanket purchase order agreements will be part of a pool of a not-to-exceed amount of Four Million Eight Hundred Thousand Dollars (\$4,800,000). Each blanket purchase agreement shall have an initial three (3) year term and an option for one (1) one-year extension period at the sole discretion of the President/CEO.

**Fiscal Impact:**

Adequate funding for this Purchase Order is included in the adopted FY 2017 and conceptual FY 2018 Operating Budgets within the Equipment and Systems line item and Repairs, Office Equipment and Systems; Maintenance Agreements line item. Funding for the subsequent years of the agreement will be included in the I&TS Department's FY 2019 through FY 2020 O&M budgets.

**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:**

The Authority has the following inclusionary programs/policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs/policies named above can be used in any single contracting opportunity.

This contract does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses. Policy 5.12 provides a preference of up to five percent (5%) to small businesses in the award of selected Authority contracts. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$200,000. The preference is only applied in measuring the bid. The final contract award is based on the amount of the original bid. In accordance to Policy 5.12, the recommended firms GovConnection and Insight Public Sector did not receive the small business preference, whereas Kambrian Corporation and Questivity Inc. received the small business preference.

**Prepared by:**

RICK BELLIOTTI  
DIRECTOR, INNOVATON AND SMALL BUSINESS DEVELOPMENT

RESOLUTION NO. 2017-0043

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO AWARD PURCHASE ORDERS TO GOVCONNECTION, INSIGHT PUBLIC SECTOR, KAMBRIAN CORPORATION AND QUESTIVITY INC., FOR A TERM OF THREE YEARS AND AN OPTION FOR ONE ONE-YEAR EXTENSION PERIOD AT THE SOLE DISCRETION OF THE PRESIDENT/CEO, IN A COMBINED AMOUNT NOT-TO-EXCEED \$4,800,000 FOR THE PURCHASE OF COMPUTER EQUIPMENT, SOFTWARE, SOFTWARE LICENSING AND MAINTENANCE, HARDWARE MAINTENANCE, PERIPHERALS, AND RELATED SERVICES.

WHEREAS, the Authority has the need for the acquisition of computer equipment, software, software licensing and maintenance, peripherals and related services; and

WHEREAS, on January 17, 2017, the Authority issued a Request for Bids ("RFB") for the purchase of computer equipment, software, software licensing and maintenance, hardware maintenance, peripherals and related materials on an as-needed basis; and

WHEREAS, the RFB sought pricing for frequently used IT equipment and supplies; and

WHEREAS, the Authority received 8 responses to the RFB, all of which were deemed responsive; and

WHEREAS, after evaluation of all bids received, it was determined that GovConnection, Insight Public Sector, Kambrian Corporation and Questivity Inc. provided responses to more than 80% of the RFB line-items; and

WHEREAS, the pricing/discounts provided by the these four (4) Respondents were found to be the lowest; and

WHEREAS, Policy 5.12 was applied to this solicitation and Kambrian Corporation and Questivity Inc. received a small business preference; and

WHEREAS, GovConnection and Insight Public Sector, were identified as cooperative/consortium agreement participants and Authority Policy 5.04 permits the Authority to use competitively awarded purchasing contracts of other public agencies for the acquisition of computer equipment, software, software licensing and maintenance, peripherals and related services; and

WHEREAS, staff recommends award of blanket purchase orders to GovConnection, Insight Public Sector, Kambrian Corporation and Questivity Inc. for a collective not-to-exceed amount of Four Million Eight Hundred Thousand Dollars (\$4,800,000) and each blanket purchase order shall have an initial three (3) year term and an option for one (1) one-year extension period at the sole discretion of the President/CEO.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the award of purchase orders to GovConnection, Insight Public Sector, Kambrian Corporation and Questivity Inc., for a term of three years and an option for one one-year extension period at the sole discretion of the President/CEO, in a combined amount not-to-exceed \$4,800,000 for the purchase of computer equipment, software, software licensing and maintenance, hardware maintenance, peripherals and related services on an as-needed basis; and

BE IT FURTHER RESOLVED that the Board authorizes the President/CEO or her designee to execute purchase orders with GovConnection, Insight Public Sector, Kambrian Corporation and Questivity Inc., for a term of three years and an option for one (1) one-year extension period at the sole discretion of the President/CEO, in a combined amount not-to-exceed \$4,800,000 to provide computer equipment, software, software licensing and maintenance, peripherals and related services on an as-needed basis; and

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized, empowered, and directed to do and perform all such acts as may be necessary or appropriate in order to effectuate fully the foregoing resolutions; 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 4th day of May, 2017, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

## **STAFF REPORT**

Meeting Date: **MAY 4, 2017**

### **Subject:**

**Discussion and Possible Action Regarding Assembly Bill 805 and Assembly Bill 1069**

### **Recommendation:**

Adopt Resolution No. 2017-0044, adopting a WATCH position on Assembly Bill 805.

Adopt Resolution No. 2017-0045, adopting a SUPPORT IF AMENDED position on Assembly Bill 1069.

### **Background/Justification:**

Under the Authority's Legislative Advocacy Program Policy, the Board may adopt a position on pending or proposed legislation that has been determined to have a potential impact on the Authority's operations or functions. Such action is usually taken during the Board's consideration of the monthly legislative report and recommendations provided by the Authority's legislative team.

During the April 6, 2017, Authority Board meeting, the Board did not adopt staff recommended positions for Assembly Bill (AB) 805 (Gonzalez Fletcher) and Assembly Bill (AB) 1069 (Low). The Board, instead, directed staff to provide a detailed report on these two legislative bills during its May 4, 2017, meeting to allow for further Board discussion and consideration of this legislation. Below are detailed summaries of AB 805 and AB 1069.

### **Assembly Bill 805**

As amended on April 6th, AB 805 would make changes to the governance of the San Diego Association of Governments (SANDAG), the Metropolitan Transit System (MTS) and the North County Transit District (NCTD). Specifically, AB 805:

- Requires the City of San Diego mayor and city council president to serve on the SANDAG board of directors
- Requires the chair of the County Board of Supervisors to serve on the SANDAG board as one of the County's two representatives
- Establishes that the mayors of the county's two largest cities would alternate as SANDAG board chair and vice chair, serving four-year terms
- Eliminates SANDAG's one vote per jurisdiction voting requirement and utilizes only a weighted majority voting process to take action on any item
- Creates a five-member SANDAG audit committee (including three public members and two SANDAG board members) with the authority to appoint an independent performance auditor

- Requires SANDAG's transportation committee to submit an annual public transit report to the State Legislature
- Requires SANDAG's regional comprehensive plan to address greenhouse gas (GHG) emissions reduction targets set by the State Air Resources Board, to identify disadvantaged communities, and specify strategies that provide for a mode shift to public transportation and to reduce pollution exposure in disadvantaged communities
- Requires the San Diego City Council to appoint three council representatives as representatives on the MTS board in addition to the mayor
- Requires the Chula Vista City Council to appoint a councilmember as a second representative on the MTS board in addition to the mayor
- Establishes that the County Board of Supervisors representative to the MTS board would be the supervisor representing the greatest percentage of area within the incorporated area of the County within MTS jurisdiction
- Establishes that the MTS board chair would be selected by a two-thirds vote of the MTS board
- Requires the approval of all official acts of the MTS and NCTD occur via an affirmative vote from the majority of the weighted vote of the board members present
- Authorizes MTS and NCTD to impose transactions and use taxes and authorize the issue of bonds backed by those tax revenues for transportation projects within their respective jurisdictions

The Authority's legislative team has determined that the enactment of AB 805 would not directly impact the Airport Authority's operations or functions and, therefore, recommends that the Board adopt a WATCH position on AB 805.

### **Assembly Bill 1069**

As introduced, AB 1069 would have authorized several changes to be implemented by local governments in their regulation of taxicab transportation services. This bill was significantly amended on April 18th and would now result in the following changes to local government regulation of taxicab transportation services:

- Repeals existing law requiring both cities and counties to regulate taxicab transportation services and instead only require counties to regulate these services
- Authorizes a county to enter into an agreement with the most populated city in a county that regulates taxicabs to perform the taxicab-related responsibilities of the county
- Requires a county to provide that taxicab drivers pass a criminal background check using a live scan fingerprint provider
- Prohibits a county from limiting or prohibiting a licensed taxicab transportation service from setting rates or fares or charging a flat rate
- Requires a county to ensure that any charge imposed on a taxicab transportation service does not exceed the reasonable regulatory cost of administering and enforcing a taxicab program established by the county
- Authorizes a licensed taxicab company to use any device or technology approved by the state to calculate fares

- Requires a licensed taxicab company to disclose fares, fees, or rates to customers before the customer accepts a ride and to post rates for walkup rides and street hails in the vehicle
- Requires a city or county to issue inspection stickers to compliant taxicabs and issue a photo permit to taxicab drivers
- Authorizes a county to accept a taxi permit issued by another county as valid
- Prohibits the operation of a taxicab without a valid certificate, license, or permit

The amended version of AB 1069 would also authorize a city or county to adopt an ordinance, resolution, or charter provision to regulate access to airports by taxicabs, potentially impacting San Diego International Airport (SDIA) operations if enacted into law. Therefore, staff recommends that that Board adopt a SUPPORT IF AMENDED position on AB 1069 and direct staff to work with the California Airports Council and the author of this legislation to ensure that the Authority's ability to regulate taxicab access to SDIA is maintained.

**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. 2017-0044

A RESOLUTION OF THE BOARD OF THE SAN  
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
ADOPTING A WATCH POSITION ON ASSEMBLY  
BILL 805

WHEREAS, under the Authority's Legislative Advocacy Program Policy, the Board may adopt a position on pending or proposed legislation that has been determined to have a potential impact on the Authority's operations or functions; and

WHEREAS, such action is usually taken during the Board's consideration of the monthly legislative report and recommendations provided by the Authority's legislative team; and

WHEREAS, on April 6, 2017, the San Diego County Regional Airport Authority ("Authority") Board directed staff to provide the Board a detailed analysis of Assembly Bill 805 (Gonzalez Fletcher) to allow for discussion and consideration of this legislation; and

WHEREAS, Assembly Bill 805, introduced on February 15, 2017, proposes changes to the governance and functions of the San Diego Association of Governments, the Metropolitan Transit System, and the North County Transit District; and

WHEREAS, Assembly Bill 805 would require that the mayor and city council president for the City of San Diego serve as board of directors for the San Diego Association of Governments; and

WHEREAS, Assembly Bill 805 would require the Chair of the County Board of Supervisors to serve as one of the County's representatives on the San Diego Association of Governments board; and

WHEREAS, Assembly Bill 805 would require that the mayors of San Diego County's two largest cities alternate as chair and vice chair of the San Diego Association of Governments board, serving four-year terms; and

WHEREAS, Assembly Bill 805 would solely utilize a weighted vote to approve any San Diego Association of Governments board actions; and

WHEREAS, Assembly Bill 805 would require the creation of a five-member San Diego Association of Governments audit committee; and

WHEREAS, Assembly Bill 805 would require the use of a weighted vote to approve any Metropolitan Transit System or North County Transit District board actions; and

WHEREAS, Assembly Bill 805 would authorize the Metropolitan Transit System and North County Transit District to impose transactions and use taxes and authorize the issuance of bonds backed by those tax revenues for transportation projects within their respective districts.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby adopts a watch position on Assembly Bill 805; 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") (Cal. Pub. Res. Code § 21065); and is not a "development" as defined by the California Coastal Act (Cal. Pub. Res. Code § 30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 4th day of May, 2017, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY RUSSELL  
DIRECTOR, CORPORATE  
& INFORMATION GOVERNANCE/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL

RESOLUTION NO. 2017-0045

A RESOLUTION OF THE BOARD OF THE SAN  
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
ADOPTING A SUPPORT IF AMENDED POSITION  
ON ASSEMBLY BILL 1069

WHEREAS, under the Authority's Legislative Advocacy Program Policy, the Board may adopt a position on pending or proposed legislation that has been determined to have a potential impact on the Authority's operations or functions; and

WHEREAS, such action is usually taken during the Board's consideration of the monthly legislative report and recommendations provided by the Authority's legislative team; and

WHEREAS, on April 6, 2017, the San Diego County Regional Airport Authority ("Authority") Board directed staff to provide the Board a detailed analysis of Assembly Bill 1069 (Low) to allow for discussion and consideration of this legislation; and

WHEREAS, Assembly Bill 1069 was introduced on February 16, 2017, and amended on April 18, 2017, and would amend Section 53075.5 of the California Government Code related to taxicab transportation services; and

WHEREAS, Assembly Bill 1069 would authorize a county to enter into an agreement with the most populous city within their jurisdiction that regulates taxicabs to perform the taxicab-related responsibilities for that county; and

WHEREAS, Assembly Bill 1069 would require a county to provide that taxicab drivers pass a criminal background check using a live scan fingerprint provider; and

WHEREAS, Assembly Bill 1069 would prohibit a county from limiting or prohibiting a licensed taxicab transportation service from setting rates or fares or charging a flat fee; and

WHEREAS, Assembly Bill 1069 would require a county to ensure that any charge imposed upon a taxicab transportation service does not exceed the reasonable regulatory cost of administering and enforcing a taxicab program established by the county; and

WHEREAS, Assembly Bill 1069 authorizes a licensed taxicab company to use any device or technology approved by the state to calculate fares; and

WHEREAS, Assembly Bill 1069 authorizes a county to accept a taxi permit issued by another county as valid; and

WHEREAS, Assembly Bill 1069 would authorize a city or county to adopt an ordinance, resolution, or charter provision to regulate access to airports by taxicabs, potentially impacting San Diego International Airport operations;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby adopts a support if amended position on Assembly Bill 1069 and directs Authority staff to work with the California Airports Council and the author of AB 1069 to ensure that the Authority's ability to regulate taxicab access to San Diego International Airport is maintained; 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") (Cal. Pub. Res. Code § 21065); and is not a "development" as defined by the California Coastal Act (Cal. Pub. Res. Code § 30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 4th day of May, 2017, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY RUSSELL  
DIRECTOR, CORPORATE  
& INFORMATION GOVERNANCE/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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AMY GONZALEZ  
GENERAL COUNSEL



# Discussion and Possible Action Regarding AB 805 and AB 1069

Presented by: Michael Kulis,  
Director, Inter-Governmental Relations

May 4, 2017

# Background

- Authority Legislative Advocacy Program Policy provides opportunity to adopt positions on legislation determined to have potential impact on Authority operations or functions
- Action is normally taken during Board consideration of monthly Legislative Report and legislative team's recommended positions

| SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY |                               |
|---|-------------------------------|
| POLICIES                                    |                               |
| ARTICLE 1                                   | ADMINISTRATION AND GOVERNANCE |
| PART 1.6                                    | INTERGOVERNMENTAL RELATIONS   |
| SECTION 1.60                                | LEGISLATIVE ADVOCACY PROGRAM  |

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**PURPOSE:** To establish a policy governing the procedures relating to advocating on the behalf of the San Diego County Regional Airport Authority (the "Authority") on federal, state and local legislative matters.

**POLICY STATEMENT:**

- (1) Under the direction of the Authority Board, the Authority operates San Diego International Airport, plans for necessary improvements to the regional air transportation system in San Diego County, and serves as the responsible agency for airport land use planning within the County.
- (2) It is important for the Authority to protect the airport and its planning functions by promoting public policies consistent with the Authority's mandates and objectives.
- (3) The Authority Board may direct staff to monitor and advocate on its behalf in support of or opposition to existing or proposed legislative actions that are either beneficial or harmful to the interests of the Authority.
- (4) The Authority Board may direct staff to utilize advocates in Sacramento and Washington, D.C. to assist the Authority to identify legislative issues of interest, advocate in support of or opposition to specific policy matters, and obtain grants and other funding from the state and federal governments.
- (5) It is vital that the Authority Board establish well-defined legislative policy goals and positions in order for Authority staff and its legislative advocates to carry out the public policy objectives of the Board. The following actions will be taken to ensure this occurs:
  - (a) The Authority Board shall adopt a legislative agenda to include general legislative guidelines and specific goals. Such an agenda will serve as the foundation of the Authority's legislative advocacy program.
  - (b) The Authority Board shall receive a staff legislative report on a monthly basis at the Board's first monthly regular meeting. At such time, the Board shall give direction to staff on pending legislation.

# Background

- During the April 6, 2017, Board meeting, Authority staff was directed to provide the Board a detailed analysis of AB 805 (Gonzalez Fletcher) and AB 1069 (Low) at the next Board meeting.
- Following the staff presentation, the Board will have the opportunity to discuss these bills and determine what positions the Authority should take on the legislation.

AMENDED IN ASSEMBLY APRIL 6, 2017  
AMENDED IN ASSEMBLY MARCH 23, 2017  
CALIFORNIA LEGISLATURE—2017-18 REGULAR SESSION

ASSEMBLY BILL No. 805

Introduced by Assembly Member Gonzalez Fletcher

February 15, 2017

As set to amend Sections 120050, 125050, 125102, 132351.1, 132351.2, and 132360.1 of, to add Article 11 (cc) to Chapter 4 of Division 11 of, to add Section 125480) to Chapter 4 of Division 120050.5 and 130051.1 of, the Public Transportation Code.

LEGISLATIVE COUNCIL

AB 805, as amended, Gonzalez, transportation agencies.  
(1) Existing law provides for the transportation planning, program and Diego County from various existing Association of Governments (SANDAG), Transit Development Board, also known as Transit System (MTS), and the North County Transit District (NCTD). Existing law provides for the county as SANDAG, to be governed by a board of county members selected by the governing agency.

AMENDED IN ASSEMBLY APRIL 18, 2017  
CALIFORNIA LEGISLATURE—2017-18 REGULAR SESSION

ASSEMBLY BILL No. 1069

Introduced by Assembly Member Low

February 16, 2017

An act to amend Section 53075.5 of the Government Code, relating to local government.

LEGISLATIVE COUNSEL'S DIGEST

AB 1069, as amended, Low: Local government: taxicab transportation services.  
Existing law requires every city or county to adopt an ordinance or resolution in regard to taxicab transportation service and requires each city or county to provide for a policy for entry into the business of providing taxicab transportation service, the establishment and regulation of rates for the provision of taxicab transportation service, and a mandatory controlled substance and alcohol testing certification program for drivers, as specified. Existing law also authorizes a city or county to levy a charge on a taxicab transportation service that is sufficient to pay for the costs of carrying out the ordinance or resolution adopted by the city or county in regard to taxicab transportation services.  
This bill would authorize a city or county to establish a maximum rate structure that would prohibit a taxicab transportation service from charging a rate to a passenger that is greater than a rate established by the city. This regard, the above requirements and authorization for a city and instead apply those provisions only to a county. The bill would authorize a county to enter into an agreement with the most populated city that registers taxicabs, as specified, within the county's jurisdiction to perform the responsibilities of the county on the county's behalf. The

# Assembly Bill 805

AB 805 would make the following SANDAG governance changes:

- City of San Diego representatives would be mayor and city council president
- Mayors of two largest cities alternate as chair and vice chair
- Board of Supervisors Chair would serve as one of County's two representatives
- Only a weighted vote would be used to approve actions



# Assembly Bill 805

- **Creates new five-member Audit Committee**
- **Transportation Committee to submit annual public transit report to the Legislature**
- **Regional Comprehensive Plan to address CARB's GHG emissions reduction targets and specify strategies for mode shift to public transportation**
- **Regional Comprehensive Plan to identify disadvantaged communities, and specify strategies to reduce pollution there**



# Assembly Bill 805

## AB 805 would make the following MTS governance changes:

- Four San Diego board representatives
  - Mayor and three councilmembers
- Two Chula Vista board representatives
  - Mayor and councilmember
- One Board of Supervisors board representative
  - Representing most unincorporated area within MTS jurisdiction



# Assembly Bill 805



- MTS chair selected by 2/3 board vote
- Only weighted vote would be used to approve MTS board actions
- MTS authorized to impose transactions and use taxes and authorize issuance of bonds backed by those tax revenues

# Assembly Bill 805

AB 805 would make the following NCTD governance changes:



- Only weighted vote would be used to approve MTS board actions
- NCTD authorized to impose transactions and use taxes and authorize issuance of bonds backed by those tax revenues

# Assembly Bill 805

## Status



- March 23, 2017 – Amended in Assembly
- April 6, 2017 – Amended in Assembly
- April 19, 2017 – Approved by Assembly Committee on Local Government on a 5-4 vote
- April 20, 2017 – Amended and referred to Assembly Committee on Transportation

Staff Recommendation - Adopt a WATCH position

# Assembly Bill 1069



- AB 1069 was introduced on February 16, 2017
- AB 1069 was significantly amended on April 18, 2017
- As amended, this bill would continue to change local government regulation of taxicab services

# Assembly Bill 1069

- **Repeals existing law requiring both cities and counties to regulate taxicab transportation services**
- **Authorizes a county to enter into agreement with most populous city to perform taxi-related responsibilities**
- **Requires county to provide that taxi drivers pass fingerprint criminal background check**
- **Prohibits a county from limiting or prohibiting taxicab transportation services from setting rates/fares or charging flat fee**

# Assembly Bill 1069

- **County charges imposed on taxicab transportation service cannot exceed cost of county's taxicab program**
- **Authorizes city or county to adopt an ordinance, resolution, or charter provision to regulate taxicab access to airports**
- **Taxicab companies authorized to use any state-approved device or technology to calculate fares**
- **Requires disclosure of fares, fees or rates to customers before they accept a ride**

# Assembly Bill 1069

- **Taxis must post rates for walkup rides and street hails in the vehicle**
- **City or county required to issue inspection stickers and photo permit to compliant taxicab drivers**
- **Authorizes county to accept a taxi permit issued by another county as valid**
- **Prohibits operation of a taxicab without a valid certificate, license or permit**

# Assembly Bill 1069

## Status



- April 18, 2017 – Amended in Assembly and Re-referred to Assembly Committee on Communications and Conveyance

Staff Recommendation - Adopt a **SUPPORT IF AMENDED** position



# Recommended Action

**Adopt Resolutions  
Adopting a WATCH Position  
on AB 805 and Adopting a  
SUPPORT IF AMENDED  
position on AB 1069**

# Questions?



# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## STAFF REPORT

Meeting Date: **MAY 4, 2017**

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### 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 2016-2017 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 R. RUSSELL  
DIRECTOR, CORPORATE & INFORMATION GOVERNANCE/AUTHORITY CLERK

# **TRAVEL REQUEST**

**APRIL BOLING**

**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: April Boling 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** 4/12/17 **PLANNED DATE OF DEPARTURE/RETURN:** 5/3/17 | 5/7/17

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

Destination: Zurich, Switzerland Purpose: Attend Night in San Diego Reception with Edelweiss  
 Explanation: \_\_\_\_\_

**4 PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A TRANSPORTATION COSTS:**

|  |                   |
|--|-------------------|
| • AIRFARE  | \$ 1400.00        |
| • OTHER TRANSPORTATION (Taxi, Train, Car Rental) | \$ 200.00         |
| B. LODGING                                       | \$ 1032.00        |
| C. MEALS   | \$ 555            |
| D. SEMINAR AND CONFERENCE FEES                   | \$                |
| E. ENTERTAINMENT (If applicable)                 | \$                |
| F. OTHER INCIDENTAL EXPENSES                     | \$                |
| <b>TOTAL PROJECTED TRAVEL EXPENSE</b>            | <b>\$ 3187.00</b> |

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

Travelers Signature:  Date: 4/12/17

**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: 4/13/17

**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.)

**KIMBERLY J BECKER**

**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: Kimberly J. Becker 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: 4/3/17 PLANNED DATE OF DEPARTURE/RETURN: 5/8/17 / 5/8/17

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

Destination: Long Beach, CA

Purpose: Attend AAAE Top 100 CEO Focus Summit at the AAAE Annual Conference

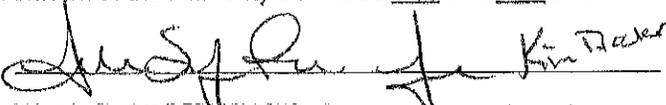
Explanation:

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

|  |           |               |
|--|-----------|---------------|
| • AIRFARE  | \$        |               |
| • OTHER TRANSPORTATION (Taxi, Train, Car Rental) | \$        | 120.00        |
| B. LODGING                                       | \$        | 265.00        |
| C. MEALS   | \$        | 50.00         |
| D. SEMINAR AND CONFERENCE FEES                   | \$        |               |
| E. ENTERTAINMENT (If applicable)                 | \$        |               |
| F. OTHER INCIDENTAL EXPENSES                     | \$        | 50.00         |
| <b>TOTAL PROJECTED TRAVEL EXPENSE</b>            | <b>\$</b> | <b>485.00</b> |

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

Travelers Signature:  Date: 4.2.17

**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: Kimberly J. Becker 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: 4/3/17 PLANNED DATE OF DEPARTURE/RETURN: 5/23/17 / 5/25/17

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

Destination: Los Angeles, CA

Purpose: Attend ACI-NA Airport Construction Strategy Summit

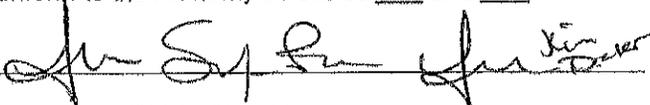
Explanation:

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

|  |           |                |
|--|-----------|----------------|
| • AIRFARE  | \$        |                |
| • OTHER TRANSPORTATION (Taxi, Train, Car Rental) | \$        | 136.00         |
| B. LODGING                                       | \$        | 600.00         |
| C. MEALS   | \$        | 100.00         |
| D. SEMINAR AND CONFERENCE FEES                   | \$        | 685.00         |
| E. ENTERTAINMENT (if applicable)                 | \$        |                |
| F. OTHER INCIDENTAL EXPENSES                     | \$        | 50.00          |
| <b>TOTAL PROJECTED TRAVEL EXPENSE</b>            | <b>\$</b> | <b>1571.00</b> |

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

Travelers Signature:  Date: 4.2.17

**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.)*

**ANGELA SHAFER-PAYNE**

**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: Angela Shafer-Payne 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: 4/24/17 PLANNED DATE OF DEPARTURE/RETURN: 4/27/17 / 4/28/17

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

Destination: Washington, DC Purpose: Attend U.S. Travel & Gateway Airports Council Briefing with Vice President.

Explanation:

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 900.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 100.00

B. LODGING \$ 320.00

C. MEALS \$ 100.00

D. SEMINAR AND CONFERENCE FEES \$ \_\_\_\_\_

E. ENTERTAINMENT (If applicable) \$ \_\_\_\_\_

F. OTHER INCIDENTAL EXPENSES \$ 50.00

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 1470.00

**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: [Signature] Date: 4.24.17

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

by the Executive Committee at its 4/24/17 meeting.  
(Leave blank and we will insert the meeting date.)

# **TRAVEL EXPENSE**

**THELLA F. BOWENS**

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

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

TRAVELER: Thelma F. Bowens DEPT. NAME & NO. Executive Office/BU 6  
 DEPARTURE DATE: 3/29/2017 RETURN DATE: 3/30/2017 REPORT DUE: 4/29/17  
 DESTINATION: Sacramento, CA - To receive Proclamation

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

|   | Authority Expenses<br>(Prepaid by Authority) | Employee Expenses  |             |             |               |             |             |             | TOTALS        |
|---|--|--|-------------|-------------|---------------|-------------|-------------|-------------|---------------|
|   |  | SUNDAY   | MONDAY      | TUESDAY     | WEDNESDAY     | THURSDAY    | FRIDAY      | SATURDAY    |               |
| Air Fare, Railroad, Bus (attach copy of itinerary w/charges)  | \$819.57                                     |  |             |             | 3/29/17       | 3/30/17     |             |             | 0.00          |
| Conference Fees (provide copy of flyer/registration expenses)   |  |  |             |             |               |             |             |             | 0.00          |
| Rental Car*   |  |  |             |             |               |             |             |             | 0.00          |
| Gas and Oil*  |  |  |             |             |               |             |             |             | 0.00          |
| Garage/Parking*   |  |  |             |             |               |             |             |             | 0.00          |
| Mileage - attach mileage form*  |  |  |             |             |               |             |             |             | 0.00          |
| Taxi and/or Shuttle Fare (include tips pd.)*  |  |  |             |             |               |             |             |             | 0.00          |
| Hotel*  |  |  |             | 210.81      |               |             |             |             | 210.81        |
| Telephone, Internet and Fax*  |  |  |             |             |               |             |             |             | 0.00          |
| Laundry*  |  |  |             |             |               |             |             |             | 0.00          |
| Tips - separately paid (maids, bellhop, other hotel svcs.)  |  |  |             |             |               |             |             |             | 0.00          |
| Meals<br>(include tips pd.)   | Breakfast*                                   |  |             |             |               |             |             |             | 0.00          |
|   | Lunch*                                       |  |             |             |               |             |             |             | 0.00          |
|   | Dinner*                                      |  |             |             | 86.53         |             |             |             | 86.53         |
|   | Other Meals*                                 |  |             |             |               |             |             |             | 0.00          |
| <i>Alcohol is a non-reimbursable expense.</i>   |  |  |             |             |               |             |             |             |               |
| Hospitality <sup>1</sup> *  |  |  |             |             |               |             |             |             | 0.00          |
| Miscellaneous:  |  |  |             |             |               |             |             |             | 0.00          |
|   |  |  |             |             |               |             |             |             | 0.00          |
| *Provide detailed receipts  |  |  |             |             |               |             |             |             | 0.00          |
| <b>Total Expenses prepaid by Authority</b>  | <b>819.57</b>                                | <b>0.00</b>  | <b>0.00</b> | <b>0.00</b> | <b>297.34</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>297.34</b> |
| Explanation:  |  | Total Expenses Prepaid by Authority 819.57<br>Total Expenses Incurred by Employee (Including cash advances) 297.34<br><b>Grand Trip Total</b> 1,116.91<br>Less: Cash Advance (attach copy of Authority ck)<br>Less Expenses Prepaid by Authority 819.57<br><b>Due Traveler (positive amount)<sup>2</sup></b><br><b>Due Authority (negative amount)<sup>3</sup></b> 297.34<br>Note: Send this report to Accounting even if the amount is \$0. |             |             |               |             |             |             |               |
| <sup>1</sup> Give names and business affiliations of any persons whose meals were paid by traveler.<br><sup>2</sup> Prepare Check Request<br><sup>3</sup> Attach personal check payable to SDCRAA |  |  |             |             |               |             |             |             |               |

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy<sup>1</sup> and 3.30 - Business Expense Reimbursement Policy<sup>2</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.  
<sup>1</sup>Travel and Lodging Expense Reimbursement Policy 3.40      <sup>2</sup>Business Expense Reimbursement Policy 3.30

Prepared By: Kim Ayers Ext.: 2445  
 Traveler Signature: [Signature] Date: 4.2.17  
 Approved By: [Signature] Date: \_\_\_\_\_

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

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

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

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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

Travelers Name: Thella F. Bowers 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:** 3/22/17 **PLANNED DATE OF DEPARTURE/RETURN:** 3/29/17 / 3/30/17

**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: Attend State Capitol to receive Proclamation  
Explanation:

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 600.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 100.00

**B. LODGING**

\$ 470.00

**C. MEALS**

\$ 75.00

**D. SEMINAR AND CONFERENCE FEES**

\$ \_\_\_\_\_

**E. ENTERTAINMENT (if applicable)**

\$ \_\_\_\_\_

**F. OTHER INCIDENTAL EXPENSES**

\$ 50.00

**TOTAL PROJECTED TRAVEL EXPENSE**

\$ 1295.00

**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 F. Bowers* Date: 3/22/17

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

By my signature below, I certify the following:

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

Administrator's Signature: *[Signature]* Date: 3/22/17

**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.)

## Ayers Kim

---

**From:** Martin Kamaal  
**Sent:** Wednesday, March 22, 2017 1:28 PM  
**To:** Ayers Kim  
**Subject:** FW: Retirement Recognition

FYI

---

**From:** Jackson, Jannell [<mailto:Jannell.Jackson@asm.ca.gov>]  
**Sent:** Wednesday, March 22, 2017 11:24 AM  
**To:** Martin Kamaal  
**Cc:** Collins, LaShae  
**Subject:** Retirement Recognition

Hi Kamaal,

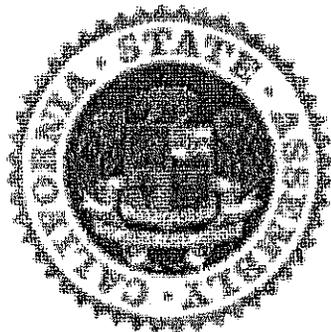
I did not forget about you. I left you a voicemail yesterday afternoon.

We are working on an Assembly Floor recognition in Sacramento for Ms. Bowens on Thursday, March 30, 2017 at 9am.

Please place a tentative hold for this day and time. We will be in touch as soon as we have more details.

Thanks so much,

Jannell Jackson-Senior Field Representative  
Assemblymember Shirley Weber, Ph.D.  
79<sup>th</sup> Assembly District Office  
1350 Front Street, Suite 6046  
San Diego, CA 92101  
(619) 531-7913 office  
(619) 531-7924 fax





Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700



Friday, 24MAR 2017 02:36 PM EDT

**Passengers:** THELLA BOWENS (06)

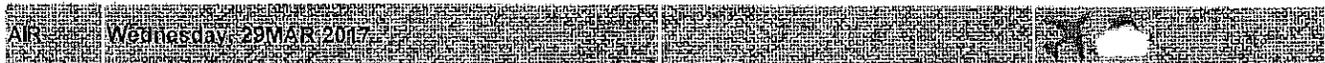
Agency Reference Number: XMRONP

Click here to view your current Itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

Alaska Airlines Confirmation IZVHFC

Please review your Itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
 Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

TRAVELTRUST STRONGLY RECOMMENDS CHECKING IN  
 ONLINE WITH YOUR AIRLINE AT LEAST 24 HOURS PRIOR TO  
 EACH FLIGHT FOR THE MOST CURRENT TIMES AND ALERTS



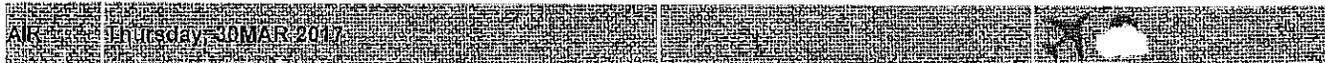
**Alaska Airlines**

Operated By: SKYWEST AIRLINES AS  
 ALASKASKYWEST  
 CHKIN-SAN-SMF CHECK-IN WITH ALASKA AIRLINES  
 From: San Diego CA, USA  
 To: Sacramento CA, USA  
 Stops: Nonstop  
 Seats: 10B  
 Equipment: EMBRAER EMB 175

**Flight Number:** 3344  
**Depart:** 05:00 PM  
**Arrive:** 08:37 PM  
 Duration: 1 hour(s) 37 minute(s)  
 Status: CONFIRMED

**Class:** B-Coach/Economy  
 Miles: 468 / 749 KM

DEPARTS SAN TERMINAL 1 - ARRIVES SMF CENTRAL TERMINAL B  
 Frequent Flyer Number: [REDACTED] applied to AS  
 AISLE SEAT CONFIRMED  
 Alaska Airlines Confirmation number is IZVHFC



**Alaska Airlines**

Operated By: SKYWEST AIRLINES AS  
 ALASKASKYWEST  
 CHKIN-SMF-SAN CHECK-IN WITH ALASKA AIRLINES  
 From: Sacramento CA, USA  
 To: San Diego CA, USA  
 Stops: Nonstop  
 Seats: 10C  
 Equipment: EMBRAER EMB 175

**Flight Number:** 3343  
**Depart:** 02:35 PM  
**Arrive:** 04:04 PM  
 Duration: 1 hour(s) 29 minute(s)  
 Status: CONFIRMED

**Class:** B-Coach/Economy  
 Miles: 468 / 749 KM

DEPARTS SMF CENTRAL TERMINAL B - ARRIVES SAN TERMINAL 1  
 Frequent Flyer Number: [REDACTED] applied to AS  
 AISLE SEAT CONFIRMED  
 Alaska Airlines Confirmation number is IZVHFC

THIS TICKET IS NON-REFUNDABLE AND MUST BE USED FOR THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED OR CANCELLED BEFORE THE DEPARTURE OF YOUR FLIGHTS IT MAY HAVE NO VALUE. CONTACT TRAVELTRUST BEFORE YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY. ALASKA AIRLINES CONFIRMATION NUMBER - IZVHFC FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: THELLA BOWENS  
Date issued: 3/24/2017 Invoice Nbr: 5417977  
Ticket Nbr: AS7958528325 Electronic Tkt: Yes Amount: 522.40 USD  
Base: 459.54 US Tax: 34.46 USD XT Tax: 28.40 USD  
Charged to: AX\*\*\*\*\*[REDACTED]

Service fee: THELLA BOWENS  
Date issued: 3/24/2017  
Document Nbr: XD0702500786 Amount: 30.00  
Charged to: AX\*\*\*\*\*[REDACTED]

Total Tickets: 522.40  
Total Fees: 30.00  
Total Amount: 552.40

**Click here 24 hours in advance to obtain boarding passes:**

[ALASKA](#)

**Click here to review Baggage policies and guidelines:**

[ALASKA](#)

Check operating carrier website for any policies that may vary.

TSA Guidance- a government issued photo id is needed for checkin.  
Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic.  
For Additional security information visit [www.tsa.gov](http://www.tsa.gov).

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Saturday from 9am-1pm Pacific.  
For EMERGENCY AFTERTHOURS assistance in the US, please call 888-221-6043 and use VIP Code SJE72.  
You can also use the Direct Dial Number 682-233-1914 or the collect number 682-847-0061.  
Each call is billable at a minimum \$25.00 per call/reservation



Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700

**ADD TO OUTLOOK**

Thursday, 30MAR 2017 02:37 PM EDT

Passengers: **HELLA BOWENS (06)**

Agency Reference Number: FVCVHU

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

*RETURNED ON  
EARLIER FLIGHT*

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
 Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

TRAVELTRUST STRONGLY RECOMMENDS CHECKING IN  
 ONLINE WITH YOUR AIRLINE AT LEAST 24 HOURS PRIOR TO  
 EACH FLIGHT FOR THE MOST CURRENT TIMES AND ALERTS

|  |   |                               |  |
|--|---|-------------------------------|--|
| <b>AIR</b>   | <b>Thursday, 30MAR 2017</b>             |                               |  |
| <b>Southwest Airlines</b>                                      | <b>Flight Number: 1531</b>              | <b>Class: Y-Coach/Economy</b> |  |
| <b>From: Sacramento CA, USA</b>                                | <b>Depart: 12:00 PM</b>                 |                               |  |
| <b>To: San Diego CA, USA</b>                                   | <b>Arrive: 01:25 PM</b>                 |                               |  |
| <b>Stops: Nonstop</b>  | <b>Duration: 1 hour(s) 25 minute(s)</b> |                               |  |
| <b>Equipment: Boeing 737 Jet</b>                               | <b>Status: CONFIRMED</b>                | <b>Miles: 468 / 749 KM</b>    |  |
| <b>DEPARTS SMF CENTRAL TERMINAL B - ARRIVES SAN TERMINAL 1</b> |   |                               |  |

A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN  
 UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.  
 FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: **HELLA BOWENS**  
 Ticket Nbr: **WN2498190998** Electronic Tkt: No Amount: 237.17  
 Base: 207.41 Tax: 29.76  
 Charged to: **AX\*\*\*\*\*[REDACTED]**

Service fee: **HELLA BOWENS**  
 Date issued: 3/30/2017  
 Document Nbr: **XD0702755455** Amount: 30.00  
 Charged to: **AX\*\*\*\*\*[REDACTED]**

Total Tickets: 237.17  
 Total Fees: 30.00  
 Total Amount: 267.17

Click here 24 hours in advance to obtain boarding passes:  
[SOUTHWEST](#)

Click here to review Baggage policies and guidelines:  
[SOUTHWEST](#)

*THE*  
**CITIZEN**  
HOTEL

AUTOGRAPH COLLECTION<sup>SM</sup>  
HOTELS

Thella Bowens

Room Number: 0206  
 Arrival Date: 03-29-17  
 Departure Date: 03-30-17  
 CRS Number: 97207173  
 Rewards No:

Company: *California Strategies*

**INVOICE**

Folio No: 71482

| Date           | Description                       |                               | Charges       | Credits       |
|----------------|-----------------------------------|-------------------------------|---------------|---------------|
| 03-29-17       | Room Charge                       |                               | 183.00        |               |
| 03-29-17       | Occupancy Tax                     |                               | 21.96         |               |
| 03-29-17       | City of Sacramento Tourism Asses: |                               | 5.49          |               |
| 03-29-17       | CA Tourism Assessment             |                               | 0.36          |               |
| 03-30-17       | American Express                  | XXXXXXXXXXXX [REDACTED] XX/XX |               | 210.81        |
| <b>Total</b>   |                                   |                               | <b>210.81</b> | <b>210.81</b> |
| <b>Balance</b> |                                   |                               | <b>0.00</b>   |               |

RECEIPTS FOR TRIP TO SACRAMENTO, TO RECEIVE A STATE  
PROCLAMATION

March 30, 2017 - THELLA F. BOWENS

1131 K Street  
Sacramento, CA 95814  
(916) 443-3772

201060 AMBER F

Tbl 11/2 Chk 4773 Gst 1  
Mar29'17 07:29PM

|                       |                  |
|-----------------------|------------------|
| 1 Beet Salad          | 12.00            |
| 1 Bavette             | 45.00            |
| <del>1 Meringue</del> | <del>10.00</del> |

SUBTOTAL 67.00 ~~90.50~~  
TAX 5.53 ~~7.47~~  
TOTAL DUE \$ 72.53 ~~97.97~~

Thank you for dining with us!

1131 K Street  
Sacramento, CA 95814  
(916) 443-3772

Date: Mar29'17 09:24PM  
Card Type: AMEX  
Acct #: XXXXXXXXXXXX  
Card Entry: SWIPED  
Trans Type: PURCHASE  
Auth Code: 508176  
Check: 4773  
Table: 11/2  
Server: 201060 AMBER F

Subtotal: ~~97.97~~ 72.53  
Tip 14.00  
Total: \$ 86.53

I wish to allocate 5% of the  
above tip to the Kitchen Staff.  
If so, please initial here \_\_\_\_\_

X \_\_\_\_\_  
I agree to pay in total pursuant  
to the card issuer agreement.

# **BUSINESS EXPENSE**

**APRIL BOLING**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**2017**

SDCRAA  
APR 03 2017  
Corporate & Information Governance

**MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT**

| EMPLOYEE NAME       |               |  | PERIOD COVERED                                 |        |
|---------------------|---------------|--|--|--------|
| C. April Boling     |               |  | Mar. 2017                                      |        |
| DEPARTMENT/DIVISION |               |  |  |        |
| Date                | Miles driven  | Destination and purpose of trip                        | Parking fees & other transportation costs paid | \$\$\$ |
| 3/2/17              | 29.40         | Airport/ALUC Board Mtg.                                |  |        |
| 3/2/17              | 31.80         | Marriott Marquis Hotel/SD Partnership Dinner           |  | 19.00  |
| 3/6/17              | 32.00         | One America Plaza/CEO Search Interviews                |  | 30.00  |
| 3/7/17              | 32.00         | One America Plaza/CEO Search Interviews                |  | 30.00  |
| 3/10/17             | 29.40         | Airport/Airport Board Retreat                          |  |        |
| 3/10/17             | 45.60         | The Barrel Room/Board Retreat Networking Dinner        |  |        |
| 3/11/17             | 29.40         | Airport/Airport Board Retreat                          |  |        |
| 3/14/17             | 29.40         | Airport/Mtg.w/Jeffrey Woodson re: Schedule for the FIS |  |        |
| 3/15/17             | 27.00         | Mayor's Office/Qrtly. Mtg.w/Mayor                      |  |        |
| 3/15/17             | 29.40         | Airport/Alaska Airlines Announcement                   |  |        |
| 3/17/17             | 40.40         | La Valencia Hotel/Thella's Reception                   |  |        |
| 3/19/17             | 28.80         | Eddie V's/CEO Candidate Social/Dinner                  |  | 13.00  |
| 3/20/17             | 29.40         | Airport/CEO Search Special Board Mtg.                  |  |        |
| 3/27/17             | 29.40         | Airport/Exec. Finance Mtg.                             |  |        |
|                     |               |  |  |        |
|                     |               |  |  |        |
|                     |               |  |  |        |
|                     |               |  |  |        |
|                     |               |  |  |        |
| <b>SUBTOTAL</b>     | <b>443.40</b> |  | <b>SUBTOTAL</b>                                |        |

**Computation of Reimbursement**

|   |                                 |
|---|---------------------------------|
|   | 443.40                          |
| REIMBURSEMENT RATE: (see below) *           | Rate as of January 2017 X 0.537 |
| TOTAL MILEAGE REIMBURSEMENT                 | 238.11                          |
| PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS) | 92.00                           |
| TOTAL REIMBURSEMENT REQUESTED               | \$ 330.11                       |

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

|  |                          |
|--|--------------------------|
| <br>SIGNATURE OF EMPLOYEE | DEPT./DIV. HEAD APPROVAL |
|--|--------------------------|

65-804

**SAN DIEGO MARRIOTT  
MARQUIS**

333 WEST HARBOR DRIVE  
SAN DIEGO, CA 92101-7709  
(619) 234-1500

**GUEST RECEIPT**

**RATE: \$19.00**

ABM Parking Services

9 San Diego ✓

Lane 7 03/06/17 12:07  
Receipt 065944

Short-term parking tkt  
OAP - No. 002583  
03/06/17 07:55  
03/06/17 12:07  
Period 0d4h13'  
(Tax) \$30.00

Sub Total \$30.00  
Tax \$0.00

Total \$30.00

Payment Received  
VISA \$30.00  
XXXXXXXXXXXX  
Merch: 4789307557514  
Auth: 08486D  
Type: Swiped

ONE AMERICA PLAZA

02AA3CEC - 1/1

IRVINE COMPANY | OFFICE  
Since 1864 PROPERTIES

ABM Parking Services

9 San Diego ✓

Lane 7 03/07/17 14:29  
Receipt 067025

Short-term parking tkt  
OAP - No. 002591  
03/07/17 10:18  
03/07/17 14:29  
Period 0d4h12'  
(Tax) \$30.00

Sub Total \$30.00  
Tax \$0.00

Total \$30.00

Payment Received  
VISA \$30.00  
XXXXXXXXXXXX  
Merch: 4789307557514  
Auth: 06043D  
Type: Swiped

ONE AMERICA PLAZA

033914F1 - 1/1

IRVINE COMPANY | OFFICE  
Since 1864 PROPERTIES



ACE PARKING MANAGEMENT, INC.

LOCATION SEAFORT Amount Received \$ 13.00

RECEIPT OF PAYMENT

Signed: \_\_\_\_\_

**ROBERT GLEASON**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**2017**

SDCRAA  
APR 06 2017  
Corporate & Information Governance

**MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT**

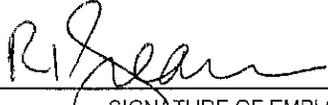
| EMPLOYEE NAME<br>ROBERT GLEASON     |              |  | PERIOD COVERED<br>MARCH 1 - MARCH 31, 2017     |        |
|-------------------------------------|--------------|--|--|--------|
| DEPARTMENT/DIVISION<br>BOARD MEMBER |              |  |  |        |
| Date                                | Miles driven | Destination and purpose of trip                                  | Parking fees & other transportation costs paid | \$\$\$ |
| 3/6/17                              |              | One America Plaza / CEO Interviews                               | Parking  | 30.00  |
| 3/7/17                              |              | One America Plaza / CEO Interviews                               | Parking  | 30.00  |
| 3/19/17                             |              | Grant Grill / dinner with CEO finalist, Greg Cox, and Cheryl Cox |  | 255.50 |
| 3/19/17                             |              | US Grant   | Parking  | 12.00  |
|                                     |              |  |  |        |
|                                     |              |  |  |        |
|                                     |              |  |  |        |
|                                     |              |  |  |        |
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|                                     |              |  |  |        |
|                                     |              |  |  |        |
|                                     |              |  |  |        |
|                                     |              |  |  |        |
|                                     |              |  |  |        |
|                                     |              |  |  |        |
|                                     |              |  |  |        |
| SUBTOTAL                            |              |  |  | 327.50 |

**Computation of Reimbursement**

|   |                         |   |           |
|---|-------------------------|---|-----------|
| REIMBURSEMENT RATE: (see below) *           | Rate as of January 2017 | X | 0.537     |
| TOTAL MILEAGE REIMBURSEMENT                 |                         |   | -         |
| PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS) |                         |   | 327.50    |
| TOTAL REIMBURSEMENT REQUESTED               |                         |   | \$ 327.50 |

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

Business Expense Reimbursement Policy 3.30



SIGNATURE OF EMPLOYEE

DEPT./DIV. HEAD APPROVAL

ABM PARKING SERVICES  
One America Plaza  
600 West Broadway

AA Reimb.  
Lane 4 03/06/17 12:08  
Receipt 065946

Short-term parking tkt  
OAP - No. 002265  
03/06/17 12:07:38  
03/06/17 12:08  
Period 0d4h31'  
(Tax) \$30.00  
Sub Total \$30.00  
Tax \$0.00  
Total \$30.00

Payment Received  
VISA \$30.00  
XXXXXXXXXXXX  
Merch:4789307557514  
Auth:00705C  
Type: Swiped

ONE AMERICA PLAZA  
All Amounts in USD.  
IRVINE COMPANY OFFICE PROPERTIES

ABM PARKING SERVICES  
One America Plaza  
600 West Broadway

AA Reimb.  
Lane 4 03/07/17 14:32  
Receipt 067032

Short-term parking tkt  
OAP - No. 002274  
03/07/17 10:20  
03/07/17 14:32  
Period 0d4h13'  
(Tax) \$30.00  
Sub Total \$30.00  
Tax \$0.00  
Total \$30.00

Payment Received  
VISA \$30.00  
XXXXXXXXXXXX  
Merch:4789307557514  
Auth:06772C  
Type: Swiped

ONE AMERICA PLAZA  
All Amounts in USD.  
IRVINE COMPANY OFFICE PROPERTIES

Reimburse from Airport Authority  
RAG Dinner w/ CEO finalist &  
GRANT GRILL Greg Cox &  
326 Broadway Cheryl Cox  
San Diego, CA 92101  
Tel: (619) 232-3121

914880039 Natalie M

CHK 5990 TBL 9/1

|                  |          |
|------------------|----------|
| 4 Amuse          | 0.00     |
| 1 Bowl Mock      | 12.00 T1 |
| 1 Ribeye         | 52.00 T1 |
| [REDACTED]       |          |
| [REDACTED]       |          |
| [REDACTED]       |          |
| 1 Sprite         | 4.00 T1  |
| [REDACTED]       |          |
| [REDACTED]       |          |
| 1 White Sea Bass | 34.00 T1 |
| 1 Bowl Mock      | 12.00 T1 |
| 1 White Sea Bass | 34.00 T1 |
| 1 Duck Confit    | 18.00 T1 |
| 1 White Sea Bass | 34.00 T1 |

Sales Tax \$ 200.00  
15.50  
Total Due \$215.50  
TIP: \$ 40.00  
TOTAL: \$255.50

ROOM NO: \_\_\_\_\_  
PRINT NAME \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_

Reimburse - AA

parking at dinner w/ CEO  
THE US GRANT SAN DIEGO finalist  
326 Broadway  
San Diego, CA 92101  
Tel: (619) 232-3121

914880150 A Goros

CHK 1080  
3/19/2017 8:58 PM

|              |         |
|--------------|---------|
| 1 \$10 Valet | 10.00   |
|              | \$10.00 |
|              | \$10.00 |
| Cash         | \$10.00 |

Check Closed + 2.00  
3/19/2017 8:58 PM Tip  
\$12.00