

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY



## BOARD MEMBERS

DAVID ALVAREZ  
LAURIE BERMAN\*  
C. APRIL BOLING  
GREG COX  
JIM DESMOND  
COL. JOHN FARNAM\*  
ROBERT H. GLEASON  
LLOYD B. HUBBS  
JIM JANNEY  
ERAINA ORTEGA\*  
PAUL ROBINSON  
MARY SESSOM

\* EX OFFICIO BOARD MEMBERS

PRESIDENT/CEO  
THELLA F. BOWENS

## **BOARD**

## **AGENDA**

Thursday, March 19, 2015  
9:00 A.M.

San Diego International Airport  
Commuter Terminal – Third Floor  
Board Room  
3225 N. Harbor Drive  
San Diego, California 92101

***Live webcasts of Authority Board meetings can be accessed at  
<http://www.san.org/Airport-Authority/Meetings-Agendas?EntryId=1954>***

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

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

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

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

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

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**PRESENTATION:**

**A. PILOT PROGRAM: INCENTIVES FOR NEW, CLEAN AIR TAXICABS AT SAN DIEGO AIRPORT:**

Presented by Nick Cormier, Associate Air Resources Specialist, County of San Diego Air Pollution Control District

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

***STANDING BOARD COMMITTEES***

• **AUDIT COMMITTEE:**

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

• **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**

Committee Members: Alvarez (Vice Chair), Boling, Gleason, Hubbs (Chair), Robinson

• **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**

Committee Members: Cox, Desmond (Chair), Hubbs, Janney, Sessom (Vice Chair)

• **FINANCE COMMITTEE:**

Committee Members: Alvarez, Boling (Vice Chair), Cox (Chair), Janney, Sessom

***ADVISORY COMMITTEES***

• **AUTHORITY ADVISORY COMMITTEE:**

Liaison: Robinson (Primary), Boling

• **ART ADVISORY COMMITTEE:**

Committee Member: Gleason

***LIAISONS***

• **AIRPORT LAND USE COMPATIBILITY PLAN FOR SAN DIEGO INTERNATIONAL AIRPORT:**

Liaison: Janney

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

***BOARD REPRESENTATIVES (EXTERNAL)***

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

**CHAIR'S REPORT:**

**PRESIDENT/CEO'S REPORT:**

**NON-AGENDA PUBLIC COMMENT:**

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

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

**CONSENT AGENDA (Items 1-6):**

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

**1. APPROVAL OF MINUTES:**

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

RECOMMENDATION: Approve the minutes of the February 19, 2015, regular meeting, and the February 27 and 28, 2015, special meetings.

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

The Board is requested to accept the reports.

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

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

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

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

**(Procurement: Jana Vargas, Director)**

**4. MARCH 2015 LEGISLATIVE REPORT:**

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2015-0021, approving the March 2015 Legislative Report.

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

***CLAIMS***

**5. REJECT THE CLAIM OF DANNY BRINKLEY:**

The Board is requested to reject the claim.

RECOMMENDATION: Adopt Resolution No. 2015-0022, rejecting the claim of Danny Brinkley.

**(Legal: Breton Lobner, General Counsel)**

***COMMITTEE RECOMMENDATIONS***

***CONTRACTS AND AGREEMENTS***

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

**6. AWARD A CONTRACT TO G&G SPECIALTY CONTRACTORS, INC. FOR QUIETER HOME PROGRAM PHASE 8, GROUP 5, PROJECT NO. 380805 (28 HISTORIC AND NON-HISTORIC SINGLE AND MULTI-FAMILY UNITS ON 27 RESIDENTIAL PROPERTIES LOCATED EAST AND WEST OF THE AIRPORT):**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2015-0023, awarding a contract to G&G Specialty Contractors, Inc. in the amount of \$1,486,584, for Phase 8, Group 5, Project No. 380805, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

**(Airport Planning: Keith Wilschetz, Director)**

**PUBLIC HEARINGS:**

**OLD BUSINESS:**

**7. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A PROGRAM MANAGEMENT AND SUPPORT SERVICES AGREEMENT (CONTINUED FROM THE FEBRUARY 19, 2015 MEETING):**

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2015-0020, approving and authorizing the President/CEO to negotiate and execute a Program Management and Support Services Agreement with AECOM Technical Services, Inc., for a term of three years, with the option for two one-year extensions, in an amount not-to-exceed \$60,000,000, in support of the Capital Improvement and Major Maintenance Programs, at the San Diego International Airport.

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

**NEW BUSINESS:** None

**WORKSHOP:**

**8. DISCUSSION REGARDING THE PARAMETERS FOR THE FISCAL YEAR 2016 AND FISCAL YEAR 2017 OPERATING BUDGETS:**

The Board is requested to provide direction to staff.

RECOMMENDATION: Provide direction to staff.

**(Finance & Asset Management: Scott Brickner, Vice President/Treasurer)**

**CLOSED SESSION:**

**9. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**

(Real property negotiations pursuant to Cal. Gov. Code § 54954.5(b) and § 54956.8.)  
Property: Salt Plant – 17 acre parcel located at 1470 Bay Boulevard, San Diego.  
Agency Negotiators: Scott Brickner, Finance & Asset Management, Vice President/Treasurer.  
Negotiating Parties: San Diego Gas & Electric, United States Fish and Wildlife Service, GGTW, LLC (current tenant) and/or other interested parties.  
Under Negotiation: Sale – terms and conditions.

**10. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**

(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Diego Concession Group, Inc. v. San Diego County Regional Airport Authority,  
San Diego Superior Court Case No. 37-2012-00088083-CU-BT-CTL

**11. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**

(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Dryden Oaks, LLC v. San Diego County Regional Airport Authority, et al.,  
San Diego Superior Court, North County, Case No. 37-2014-00004077-CU-EI-NC

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

(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Donna Wilson; John Wilson v. San Diego Port Authority; San Diego International Airport; San Diego County Regional Airport Authority  
San Diego Superior Court Case No. 37-2014-00015326-CU-PO-CTL (Meyer)

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

(Cal. Gov. Code §54956.9(a) and (d)(1).)  
Jennifer Cain v. San Diego County Regional Airport Authority, et al  
San Diego Superior Court Case No. 37-2014-00030402-CU-PO-CTL

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

(Cal. Gov. Code §54956.9(a) and (d)(1).)  
Joan M. Ward v. San Diego County Regional Airport Authority, et al  
San Diego Superior Court Case No. 37-2014-00022181-CU-WT-CTL

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

(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Alice Boehm v. San Diego County Regional Airport Authority, et al,  
San Diego Superior Court Case No. 37-2014-00022124-CU-PO-CTL

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

(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(a) and 54956.9(b).)

Jay A. Bass, et al/v. San Diego City Employees' Retirement System, et al.,  
San Diego Superior Court Case No. 37-2013-00077566-CU-OE-CTL

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

(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9 (b) and 54954.5.)

Re: Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board regarding submission of technical reports pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.  
Number of potential cases: 1

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

(Initiation of litigation pursuant to Cal. Government Code § 54956.9(d).)

Number of cases: 2

**REPORT ON CLOSED SESSION:**

**NON-AGENDA PUBLIC COMMENT:**

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

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

**GENERAL COUNSEL REPORT:**

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

**BOARD COMMENT:**

**ADJOURNMENT:**

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

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

**Additional Meeting Information**

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

For your convenience, the agenda is also available to you on our website at [www.san.org](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 Commuter Terminal. Bring your ticket to the third floor receptionist for validation.**

**You may also reach the Commuter Terminal by using public transit via the San Diego MTS system, Route 992. For route and fare information, please call the San Diego MTS at (619) 233-3004 or 511.**

**UPCOMING MEETING SCHEDULE**

<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Meeting Type</i>	<i>Location</i>
April 23	Thursday	9:00 a.m.	Regular	Board Room
May 21	Thursday	9:00 a.m.	Regular	Board Room

# Pilot Program: Incentives for New, Clean Air Taxicabs at San Diego Airport



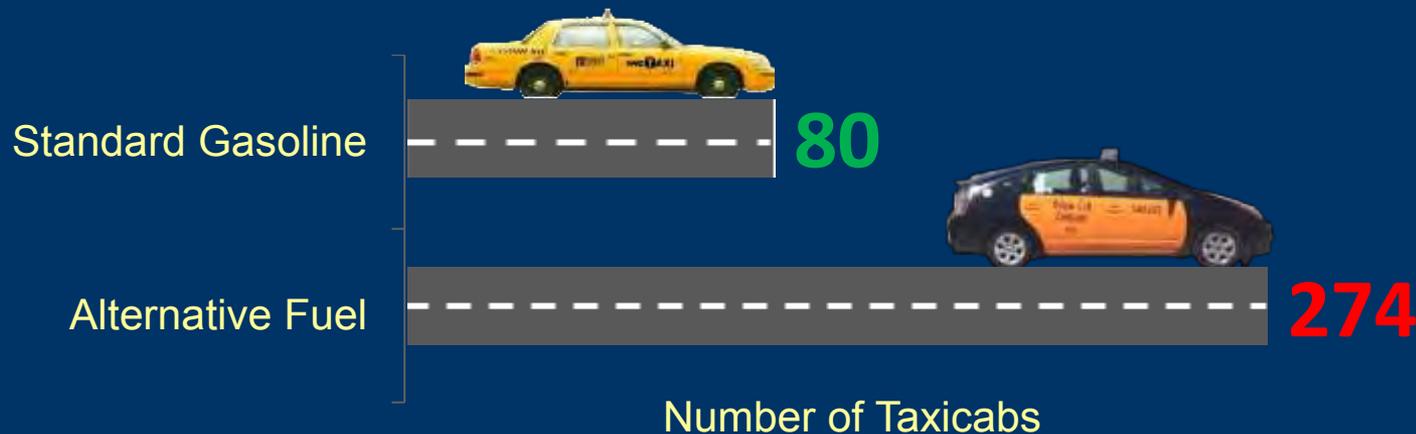
# Existing Conditions

- Taxicabs are critical to Airport ground transportation
- Old taxicabs pollute more and are less fuel efficient
- Cleaner Taxicabs = Cleaner Air



# Existing Conditions

- Approximately 354 taxicabs operating at Airport
  - 23% are still standard gasoline (e.g., Crown Victoria, vans)
  - Average model year range is 2004 - 2007



# Pilot Replacement Program

- Proposed by Supervisor Greg Cox, County Board of Supervisors
- Program approved by Board of Supervisors on January 28, 2015
- Program approved for \$360,000



# Pilot Replacement Program

- Concept: Incentivize early retirement of remaining higher emission taxicabs
  - Replace existing 2005 or newer standard gasoline taxicabs with permits to operate at the Airport
  - Scrap old taxicabs ensuring permanent emission reductions
  - Rebate of \$4,000 per vehicle after purchasing a new hybrid or alternative fuel taxicab



# Potential results

- Eliminate 3-5 tons of air pollutant emissions annually
- San Diego International Airport would have one of the cleanest taxicab fleets in the nation
- Improved air quality



# Inspection Event

- Friday, February 20
- 37 taxicabs inspected
- Provided program information to other interested drivers/owners
- Program still open to interested companies
- Call 858-586-2600 or email [cleanairgrants@sdcounty.ca.gov](mailto:cleanairgrants@sdcounty.ca.gov) for information





# SUPERVISOR GREG COX INVITES YOU TO ATTEND



**1. IS YOUR OLD TAXICAB:**  
- A STANDARD GASOLINE VEHICLE?  
- MODEL YEAR 2005 OR NEWER?  
- PERMITTED FOR USE AT THE SAN DIEGO INTERNATIONAL AIRPORT?

**2. WOULD YOU LIKE \$4,000 TO PURCHASE A NEW HYBRID, ELECTRIC OR ALTERNATIVE FUEL TAXICAB?**

## LIMITED GRANT FUNDING IS NOW AVAILABLE!

Taxicab Eligibility Verification Event

Date: February 20, 2015

Location: Taxicab Holding Lot off Harbor Island Drive

Interested applicants must have old vehicle inspected by District staff at the following times, based upon the vehicle's Airport Permit Group:

Airport Taxicab Permit Groups	Check-in Time Inspection
Group A:	8:00 am—11:30 am
Group B:	12:30pm—4:00pm

Driver instructions :

- District staff will be inspecting and photographing the vehicle's Airport Permit decal, VIN number, make, model, year, and other information as needed. Please make sure all decals and labels on the vehicle are affixed and legible prior to the event. If any information is missing or unreadable, please contact the owner of the vehicle to replace the missing information prior to the event.
- At the event, vehicles must line up in northernmost lane in holding lot. Lane will be pre-designated for inspections by cones. If vehicle backup occurs, please park temporarily in the Harbor Police parking lot until space is available in the designated lane.

Program Partners:

For additional information, please visit:  
<http://www.sdapcd.org/grants>  
(858) 586-2600 or [cleanairgrants@sdcounty.ca.gov](mailto:cleanairgrants@sdcounty.ca.gov)





# Progress To Date

- Inspected and approved vehicles from inspection event are now within 30 day timeframe to purchase/order new equipment
- Reimbursement applications forthcoming
- Anticipating additional applicants to be inspected now through May 31, 2015



# What is next?

- June 30, 2015
  - Pilot program closes
  
- September/October 2015
  - Report to Board of Supervisors on results of Pilot program

# Contacts

- For more information about the Pilot Replacement program, please contact:

San Diego County Air Pollution Control District

(858) 586-2600

[cleanairgrants@sdcounty.ca.gov](mailto:cleanairgrants@sdcounty.ca.gov)

- For questions about today's presentation, please contact:

Nick Cormier

(858) 586-2798

[Nick.Cormier@sdcounty.ca.gov](mailto:Nick.Cormier@sdcounty.ca.gov)

**DRAFT  
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD  
MINUTES  
THURSDAY, FEBRUARY 19, 2015  
SAN DIEGO INTERNATIONAL AIRPORT  
BOARD ROOM**

**CALL TO ORDER:** Chair Gleason called the regular meeting of the San Diego County Regional Airport Authority Board to order at 9:07 a.m. on Thursday, February 19, 2015, in the Board Room at the San Diego International Airport, Commuter Terminal, 3225 North Harbor Drive, San Diego, CA 92101.

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

**ROLL CALL:**

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

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

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

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

**BOARD BUSINESS:**

- **APPOINTMENT OF EXECUTIVE COMMITTEE MEMBERS AND ELECTION OF THE VICE CHAIR OF THE BOARD:**

**ACTION:** Moved by Chair Gleason and seconded by Board Member Sessom to appoint Board Member Hubbs to the Executive Committee. Motion carried by the following vote: YES – Alvarez, Boling, Gleason, Hubbs, Janney, Sessom; NO - None; ABSENT – Cox, Desmond, Robinson. (Weighted Vote Points: YES - 72; NO - 0; ABSENT- 28).

**ACTION:** Moved by Chair Gleason and seconded by Board Member Sessom to appoint Board Member Robinson as Vice Chair of the Board. Motion carried by the following vote: YES – Alvarez, Boling, Gleason, Hubbs, Janney, Sessom; NO - None; ABSENT – Cox, Desmond, Robinson. (Weighted Vote Points: YES - 72; NO - 0; ABSENT- 28).

**PRESENTATION:**

**A. FINANCIAL UPDATE OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE SIX MONTHS ENDED DECEMBER 31, 2014 AND 2013, AND REVIEW OF THE FISCAL YEAR 2016 – FISCAL YEAR 2017 BUDGET CALENDAR:**

Michael Sears, Director, Financial Management, provided a presentation on the Unaudited Financial Statements for the Six Months Ended December 31, 2014, and a Review of the Fiscal Year 2016 – Fiscal Year 2017 Budget Calendar, which included Operating Revenues by Percentage for the Six Months Ended December 31, 2014 (Unaudited), Operating Expenses by Percentage for the Six Months Ended December 31, 2014 (Unaudited), Non-operating Revenue and Expenses for the Six Months Ended December 31, 2014 (Unaudited), Financial Summary for the Six Months Ended December 31, 2014 (Unaudited), Statement of Net Position as of December 31, 2014 (Unaudited), Total Portfolio Summary, Bond Proceeds Summary, and Timeline of Key Dates.

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

***STANDING BOARD COMMITTEES***

- **AUDIT COMMITTEE:**  
Board Member Hubbs noted that Items 9 and 10 are on the agenda for Board approval.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**  
Board Member Hubbs reported that the Committee met on January 22, 2015 and received an overview on Capital Projects. He announced that the next Committee Meeting is scheduled on April 30, 2015.
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**  
Chair Gleason reported that the Committee met on January 21, 2015, to discuss the goals of the President/CEO, General Counsel, and Chief Auditor.
- **FINANCE COMMITTEE:**  
None.

***ADVISORY COMMITTEES***

- **AUTHORITY ADVISORY COMMITTEE:**  
None.

- **ART ADVISORY COMMITTEE:**

Chair Gleason reported that the last of the Green Build projects, the Multi-Media Lounge in Terminal 2 opened on February 4, 2015. He reported that an opening event was recently held for the annual temporary installations, "Balboa Park and the City". He also reported that the Parking Plaza Public Art Opportunity Request For Qualifications was released on February 12, 2015.

## **LIAISONS**

- **AIRPORT LAND USE COMPATIBILITY PLAN FOR SAN DIEGO INTERNATIONAL AIRPORT:**

None.

- **CALTRANS:**

None.

- **INTER-GOVERNMENTAL AFFAIRS:**

Michael Kulis, Director, Inter-Governmental Relations, reported that there continues to be disagreement in Congress on a new funding bill for the Department of Homeland Security. He reported that on January 26<sup>th</sup>, Authority staff and Board Member Robinson provided an Airport Development Plan (ADP) briefing to San Diego Councilmember Mark Kersey. He also reported that on January 26<sup>th</sup>, Authority staff provided an ADP update to Coronado City Councilman Mike Woiwode. He reported that on January 27<sup>th</sup> staff provided an ADP update to La Mesa Councilmember Kristine Alessio, and Board Member Sessom provided an airport update to the La Mesa City Council. He reported that Authority staff, along with Board Members Sessom, Cox, and Berman, participated in the annual SANDAG retreat on January 28<sup>th</sup>-30<sup>th</sup>. He reported that on February 20<sup>th</sup>, Authority staff will provide Assemblymember Shirley Weber's staff an airport briefing and tour.

- **MILITARY AFFAIRS:**

Board Member Farnam reported that one of the runways at Miramar is down for maintenance.

- **PORT:**

None.

## **BOARD REPRESENTATIVES (EXTERNAL)**

- **SANDAG TRANSPORTATION COMMITTEE:**

Board Member Hubbs reported that the Committee met on January 16<sup>th</sup> and February 6<sup>th</sup>, to discuss accelerating the transit elements of the Transportation Plan.

- **WORLD TRADE CENTER:**

None.

**CHAIR'S REPORT:**

Chair Gleason reported that staff will be reaching out to Board Members who have expressed interest in attending the upcoming Airports Council International North America Board Members and Commissioners conference in April. He also reported that Board Member Alvarez will be representing the Authority at the Chamber of Commerce delegation to Mexico in March.

**PRESIDENT/CEO'S REPORT:**

Thella F. Bowens, President/CEO, reported that the Board will be receiving a comprehensive review of the Airport Service Quality Ratings, a global benchmarking program, and stated that the Authority has increased its score from 4.09 to 4.22. She reported that the photovoltaic installations continue, and that staff anticipates that the system will begin generating power by the end of June, 2015. She reported that expansion of the ticket lobby on the western end of the Green Build has added eight ticket gates, and staff anticipated that the project will be completed by the end of February, 2015. She reported that the Authority's Volunteer Program had a total of 82 employees who contributed 937 hours of volunteer time within the San Diego community. She also reported that the Administration has released its budget for next fiscal year, which supports an \$8.00 per Passenger Facility Charge, and that industry organizations are asking for an \$8.50 Passenger Facility Charge. She reported that Congressman John Katko has introduced two new bills, H.R. 720, in response to security breaches at Atlanta International Airport, and H.R. 719, to require the Transportation Security Administration to conform to existing Federal law and regulations regarding criminal investigator positions.

**NON-AGENDA PUBLIC COMMENT:**

MICHELL GUTIERREZ, SAN DIEGO, provided an update regarding employee contracts with SSP America and High Flying Food (HFF), and stated that SSP has completed a contract with its employees. She reported that an injunctive relief has been filed against HFF, and provided a copy of the document for distribution to the Board.

Chair Gleason referred the matter to staff and to the General Council Office for follow-up, and to provide a response to the Board.

ALFRED BANKS, SAN DIEGO, provided a handout for the Board, and expressed concerns with taxicab regulations.

Chair Gleason referred the matter to staff, to provide a response to the Board.

**CONSENT AGENDA (Items 1-13):**

**ACTION:** Moved by Board Member Alvarez and seconded by Board Member Boling to approve the Consent Agenda. Motion carried by the following vote: YES – Alvarez, Boling, Gleason, Hubbs, Janney, Sessom; NO – None; ABSENT – Cox, Desmond, Robinson. (Weighted Vote Points: YES – 72; NO – 0; ABSENT 28).

**1. APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the January 15, 2015, regular meeting.

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

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

**3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM DECEMBER 8, 2014 THROUGH JANUARY 25, 2015, AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM DECEMBER 8, 2014 THROUGH JANUARY 25, 2015:**

RECOMMENDATION: Receive the report.

**4. FEBRUARY 2015 LEGISLATIVE REPORT:**

RECOMMENDATION: Adopt Resolution No. 2015-0014, approving the February 2015 Legislative Report.

**5. APPOINTMENTS TO BOARD COMMITTEES, LIAISON POSITIONS, OTHER REPRESENTATIVE AND ALTERNATE POSITIONS:**

RECOMMENDATION: Adopt Resolution No. 2015-0015, making appointments to Board committees, liaison positions, the SANDAG Transportation Committee, and the World Trade Center Board.

***CLAIMS***

**6. REJECT THE CLAIM OF MARIA BERMUDEZ:**

RECOMMENDATION: Adopt Resolution No. 2015-0016, rejecting the claim of Maria Bermudez.

***COMMITTEE RECOMMENDATIONS***

**7. ACCEPT THE UNAUDITED FINANCIAL STATEMENTS FOR THE SIX MONTHS ENDED DECEMBER 31, 2014:**

RECOMMENDATION: The Finance Committee recommends that the Board accept the report.

8. **ACCEPT THE AUTHORITY'S INVESTMENT REPORT AS OF DECEMBER 31, 2014:**  
RECOMMENDATION: The Finance Committee recommends that the Board accept the report.
9. **FISCAL YEAR 2015 SECOND QUARTER AUDIT ACTIVITIES REPORT, AND AUDIT RECOMMENDATIONS ISSUED BY THE OFFICE OF THE CHIEF AUDITOR:**  
RECOMMENDATION: The Audit Committee recommends that the Board receive the report.
10. **REVISION TO FISCAL YEAR 2015 AUDIT PLAN OF THE OFFICE OF THE CHIEF AUDITOR:**  
RECOMMENDATION: The Audit Committee recommends that the Board accept the information.

#### **CONTRACTS AND AGREEMENTS**

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

11. **AWARD A CONTRACT TO ENSLEY ELECTRIC, INC. FOR RUNWAY 09 DISPLACED THRESHOLD RELOCATION AT SAN DIEGO INTERNATIONAL AIRPORT:**  
RECOMMENDATION: Adopt Resolution No. 2015-0017, awarding a contract to Ensley Electric, Inc., in the amount of \$1,427,895 for Project No. 104087, Runway 09 Displaced Threshold Relocation at San Diego International Airport, with award conditional upon the Federal Aviation Administration (FAA) agreeing to modification of the indemnity clause in its reimbursable agreement.
12. **APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH MJE MARKETING SERVICES, INC. TO PROVIDE ON-CALL STRATEGIC MARKETING, ADVERTISING AND CREATIVE SERVICES AT SAN DIEGO INTERNATIONAL AIRPORT:**  
RECOMMENDATION: Adopt Resolution No. 2015-0018, approving and authorizing the President/CEO to execute an agreement with MJE Marketing Services, Inc. for an initial three-year term, with two (2) one-year options exercisable at the sole discretion of the President/CEO, in an amount not to exceed \$1,800,000, to provide on-call strategic marketing, advertising and creative services.

**13. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A THIRD AMENDMENT TO INCREASE THE DURATION OF THE TURNER/PCL/FLATIRON – A JOINT VENTURE AGREEMENT FOR THE TERMINAL DEVELOPMENT PROGRAM CONTRACT 1: TERMINAL 2 WEST BUILDING AND AIRSIDE EXPANSION:**

RECOMMENDATION: Adopt Resolution No. 2015-0019, approving and authorizing the President/CEO to execute a Third Amendment to the agreement with Turner/PCL/Flatiron – A Joint Venture, increasing the agreement time by 253 days, for a total of 1673 days, for the Terminal Development Program Contract 1: Terminal 2 West Building and Airside Expansion, at San Diego International Airport (SDIA) to reroof Terminal 2 West existing.

**PUBLIC HEARINGS:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Chair Gleason announced that Item 15 would be heard at this time.

**15. TRANSPORTATION NETWORK COMPANY (TNC) PILOT PROGRAM PARAMETERS:**

Chair Gleason disclosed ex-parte communications with Adrian Kwiatkowski, representing Transportation Alliance Group (TAG), Lyft representatives Bakari Brock and Timothy Burr, and Kimberly Miller, representing Rath, Miller.

Board Member Boling disclosed ex-parte communications with Adrian Kwiatkowski, representing Transportation Alliance Group (TAG), George Abraham, Tony Hueso, and Kimberly Hale, representing Lyft.

Board Member Alvarez disclosed ex-parte communications with Kimberly Hale, representing Lyft, and representatives of Uber.

Board Member Janney disclosed ex-parte communications with Adrian Kwiatkowski, representing Transportation Alliance Group (TAG).

Angela Shafer-Payne, Vice President, Operations, introduced the item, stating that while it is the Authority's responsibility to provide safe and efficient ground transportation options to the travelling public, new technology and market demands are requiring new options. She introduced Eva Cheong from San Francisco International Airport to provide an overview of their efforts in regard to TNC's.

Eva Cheong, Director, Airport Services, San Francisco International Airport, provided a presentation titled, When Technology Disrupts the Airport Business Model Ground Transportation Impacts, which included Disruptive Technology and Ground Transportation – the ‘Sharing Economy’, The Challenge, Permit Development, SFO Transportation Network Companies (TNC) Permit Highlights, Analysis and Next Steps, and Lessons Learned and Recommendations.

Angela Shafer-Payne, Vice President, Operations and David Boenitz, Director, Ground Transportation, provided a presentation on the Transportation Network Company (TNC) Pilot Program Parameters, which included Airport challenges, Pilot Program, SAN Requirements, Vehicle Safety and Driver Oversight, Passenger Safety and Airport Security, Operations and Enforcement, Cost Recovery Fees, Realities and Implications, and TimeLine.

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

In response to Board Member Alvarez regarding whether the Authority can address surge pricing, Breton Lobner, General Counsel, stated that the California Public Utilities Commission (CPUC) has chosen not to regulate what charter party carriers can charge their customers, and therefore surge pricing is currently allowable.

In response to Board Member Sessom regarding why TNC’s are not being required to participate in the Homeland Security clearance for threat assessment, Ms. Shafer-Payne stated that while the TNC’s have agreed to an audit by the Authority of its background checks, no TNC has agreed to a validation of a background check which would include fingerprinting that would be performed by the Authority.

Ms. Bowens further clarified that the fingerprint background check is the Homeland Security Threat Assessment.

In response to Board Member Sessom regarding clarification as to whether taxis have to have a business license to operate at the airport, Ms. Shafer-Payne stated that they are not required to provide the Authority a business license.

Thella Bowens, President/CEO, further stated that the Authority does not check to see if taxis have a business license, and that it is not written in our permit that they have one.

Chair Gleason expressed concern about the potential issues with wait times for TNC’s who are hailed by passengers prior to the passengers exiting the terminals.

In response to Chair Gleason regarding whether the Authority has complete and comprehensive rights to audit the TNC's, Ms. Shafer-Payne stated that as noted in the staff report, the Authority has the right to audit anything related to the operation of the TNC's.

In response to Board Member Alvarez regarding fingerprinting audits of TNC drivers by the Authority, Ms. Shafer-Payne clarified that this requirement continues to be a point of contention with the TNC companies.

In response to Board Member Janney regarding if SFO is advocating the CPUC to adopt Livescan fingerprinting as its process, Ms. Cheong stated that SFO is supporting State Legislation for requiring fingerprint background checks instead of the current background checks that the CPUC has authorized.

In response to Chair Gleason regarding whether the California Airports Council has taken a position on fingerprinting background checks, Ms. Bowens stated that this issue will be discussed at its next meeting in March. She also stated that airports nationally will be addressing this issue with TSA.

*The Board recessed at 10:59 a.m. and reconvened at 11:10 a.m.*

AMY LAUREL HEGY, SAN DIEGO, spoke in support of TNC's operating at the airport.

BAKARI BROCK, SAN FRANCISCO, representing Lyft, requested that there be more flexibility with time needed for passenger pick up, and that there be no age limits on vehicles.

AMANDA SCHRADER, SAN DIEGO, representing Lyft, spoke in support of TNC's operating at the airport.

GREG PARKINGTON, SAN DIEGO, representing Downtown Partnership, spoke in support of the proposed TNC Pilot Program.

ALIX ROSENTHAL, SAN FRANCISCO, representing Sidecar, stated that the 10-year age limit is burdensome and costly for drivers. He also spoke regarding the proposed permit activation fee.

ALBERT ASMUSON, SAN DIEGO, spoke in support of the proposed TNC Pilot Program.

STEVE YAGYAGAN, CHULA VISTA, spoke in support of the proposed TNC Pilot Program.

CHRISTOPHER BALLARD, SAN DIEGO, spoke in support of the proposed TNC Pilot Program.

KARAN MODY, SAN DIEGO, spoke in support of the proposed TNC Pilot Program.

WANDA WAINMAN, SAN DIEGO, spoke in support of the proposed TNC Pilot Program.

CARLOS GOMEZ PEREZ, EL CAJON, spoke in support of the proposed TNC Pilot Program.

ERNESTO MEDINA, CHULA VISTA, spoke in support of the proposed TNC Pilot Program.

ADRIAN KWIATKOWSKI, SAN DIEGO, representing Transportation Alliance Group (TAG), provided a presentation which included Leveling the Playing Field, TNC Pilot Program, and Regulatory Reform. He requested that the TNC Pilot Program be delayed so that the Authority can work with existing operators to create a level playing field with TNC's prior to permitting their operations at the airport.

CAMERON CARDOZA, SAN DIEGO, representing Lyft, spoke in support of the proposed TNC Pilot Program.

GEORGE ABRAHAM, SAN DIEGO, stated that the TNC's are not following the rules at the airport, and he requested a level playing field for all operators at the airport.

TONY HUESO, SAN DIEGO, requested a level playing field for everyone who operates at the airport.

KHOA NGUYEN, SAN DIEGO, spoke in support of the proposed TNC Pilot Program.

MASOUD SHAHRI, CARLSBAD, stated that the majority of TNC drivers use personal insurance coverage, which does not cover commercial use.

CARELYN REYNOLDS, urged the Board to delay approval of the proposed Pilot Program until after the issues are vetted.

TARICK HAIDARI, SAN DIEGO, expressed concerns about the lack of adequate insurance being provided for TNC vehicles.

FILMON SEMERE, SAN DIEGO, spoke in opposition to the proposed Pilot Program.

JONATHAN BERNARD, SAN DIEGO, representing Flywheel, stated that Flywheel is currently being used by over 600 taxis in San Diego.

SIDDHARTHA CHATTOPADHYAY, SAN FRANCISCO, representing Flywheel, stated that Flywheel provides similar technology to taxis that is used by TNC's.

KAMRAN HAMIDI, SAN DIEGO, provided a handout dated February 19, 2015, stating that there is unfair competition between the taxis and TNC's, because there are no rules for TNC's, including trip fees, vehicle conversion incentives, and insurance requirements. He requested to let SFO finish its pilot in August, and then possibly have the Authority do a TCP limo pilot, which is fair and consistent with taxi requirements.

Board Member Alvarez expressed concerns about the proposed vehicle time limits in the staging area that requires vehicles exceeding the established time limit to leave the vicinity and return, even when they have contracted with a passenger for pick up.

In regards to the 10 regulatory reform topics outlined within the presentation provided by Adrian Kwiatkowski, Board Member Alvarez requested that the General Counsel identify those that the Authority have regulatory authority over.

Breton Lobner, General Counsel, stated that as to (1) *Vehicle Types*, the Authority has some jurisdiction to the types of vehicles; (2) *Vehicle Markings/Colors*, the Authority has some rights, due to the need to identify vehicles; (3) *Vehicle Inspection System*, the State has established a 19 point program, but does not believe this would prohibit the airport from looking at other types of inspections connected with the vehicle code; (4) *Vehicle Conversion Program* – this is an open question about whether the Authority has the right to mandate that it be a green vehicle or not, and would depend upon how the Authority would go about it; (5) *Driver ID and training*, the Authority has rights to control and require vehicle ID and training; (6) *Insurance Levels*, these are preempted by State Law; (7) *Rates of Fare*, these are preempted; (8) *Surge Pricing*, there is nothing within the State program that deals with surge pricing, as they do not set pricing, and this would be a slippery slope for the Authority to get involved in setting pricing for any type of business at the airport, unless it is operated by the Authority; (9) *Transportation Island Operations*, each airport has the right to control this by statute; (10) *MOA's*, these are voluntary agreements between the industry and the Authority.

Board Member Boling stated that it is her understanding that the regulatory reform topics are the areas where the taxi drivers are requesting regulatory relief and want this to be consistent with the requirements for TNC's.

In response to Board Member Boling regarding which regulatory topics can the Authority change to provide relief to taxis and make them consistent with the TNC requirements, Mr. Lobner stated that (1) *Vehicle Types*, the City has requirements as to what can be a taxi and what cannot; (2) *Vehicle Markings/Colors*, the City specifies the markings and colors, (3) *Vehicle Inspection System*, the Authority can do whatever it wishes; (4) *Vehicle Conversion Program*, this is an open question about whether the Authority has the right to mandate that it be a green vehicle or not, and would depend upon how the Authority would go about it; (5) *Driver ID and training*, the Authority has full authority; (6) *Insurance Levels*, this is not preempted; (7) *Rates of Fare*, taxicabs are prohibited from charging more than the rate set by MTS, but are not prohibited from charging less; (8) *Surge Pricing*, this is not applicable to taxicabs because they have a maximum fee structure; (9) *Transportation Island Operations*, the Authority has full authority; (10) *MOA's*, these are voluntary agreements between the industry and the Authority.

Board Member Alvarez made a motion to move forward with the TNC Pilot Program; requested that staff consider options to address expanding the wait times in the staging area when TNC's have contracted to meet someone which may take longer than the established time; that staff research ways to create parity in the regulatory reforms between taxis and TNC's, and bring back recommendations to the Board for consideration, and; that that the Authority work with Flywheel to bring that technology on board as soon as possible. Board Member Sessom seconded the motion.

Board Member Sessom suggested looking at bringing the ten TAG Reform Topics into parity, and to require TNC's to fall in line with the Authority's vehicle types and the current vehicle conversion program for taxis. She also suggested bringing taxis into parity with TNC requirements for background checks.

In response to Chair Gleason regarding the TSA Threat Assessment, Ms. Shafer-Payne stated that taxi cab drivers and vehicle for hire shuttle drivers doing business at the airport, are required to obtain an airport identification badge, and as a part of that, a background check, which includes fingerprinting, is performed on each driver, and the information is provided to the Department of Homeland Security.

Board Member Boling stated that she supports the notion of the fingerprinting, and that the TNC's should have the same requirements as taxis. With regards to the transportation island operations, she suggested that there be a hailed lot and an un-hailed queue, so as not to confuse travelers.

Board Member Hubbs suggested that prior to setting time limits for transportation island operations, to first look at the time limits currently being set in the cell phone lot, to ensure they are realistic.

Board Member Robinson spoke in support of increasing the regulatory reforms on the TNC's, to bring them into parity with taxis, where possible.

Chair Gleason stated that TNC's are engaging in a business transaction that is commercially regulated and that the Authority needs to conduct it in a way that addresses consumer demand, but also consumer safety. He suggested recommending that the wait times be set properly and that staff determine a consistent policy and report back to the Board; and that before the permit is issued, that we have a set citation process in place with penalty escalation; and that the Pilot Program be in place until June 30, 2016. Board members Alvarez and Sessom concurred.

Chair Gleason clarified that staff reserves the right to bring this back to the Board if regulations change during the Pilot Program. He also confirmed that the Authority should have the right to stop the Program, at any time, at the discretion of the President/CEO.

Chair Gleason requested that staff provide a report back to the Board regarding app-hailed taxis, and an update on conversations at the CPUC and state legislative bills about TNC regulations. He also requested that the Board receive quarterly status updates on the Pilot Program.

RECOMMENDATION: Provide Board input on the TNC Pilot Program parameters.

**ACTION: Moved by Board Member Alvarez and seconded by Board Member Sessom to accept staff's recommendations for the TNC Pilot Program parameters as outlined in the staff report, and direct staff to determine a consistent policy for TNC wait times and report back to the Board; set a penalty structure with escalation before the permit is issued; that the Pilot Program run through June 30, 2016; and that staff provide the Board with quarterly updates on the Pilot Program. Motion carried by the following vote: YES – Alvarez, Boling, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – Cox, Desmond. (Weighted Vote Points: YES – 80; NO – 0; ABSENT 20).**

**14. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN ON-CALL PROGRAM MANAGEMENT AND SUPPORT SERVICES AGREEMENT WITH AECOM TECHNICAL SERVICES, INC.:**

*Board Member Robinson recused himself for discussion and action on this item, due to a potential conflict of interest.*

Iraj Ghaemi, Director, Facilities Development, provided a presentation on an On-Call Program Management and Support Services Agreement with AECOM Technical Services, Inc., which included Authority Program Management History, Concept of Program Management, Inclusionary Approach, Staff Augmentation Examples, PM/CM Percentage of Program, Projected Program Management Budget Requirements, Program Management Budget for 3 Years \$60M, Program Management Selection Process, RFQ Evaluation Panel, and RFQ Evaluation Criteria.

Board Member Hubbs expressed concern about using a single firm for this amount of work. He stated that he would like to see competition. He stated that it would be helpful to see the usage of the current three firms.

Thella Bowens, President/CEO stated that although the Authority is using a single firm, this does not mean that they will receive the full contract amount. She stated that funding will be allocated as needed.

Board Member Alvarez questioned how much has been spent with the current firms.

Board Member Hubbs stated that giving that much money to a single firm, there is a tendency to expend all of the funds, and removes part of the Authority's ability to negotiate by having more than one firm.

Jeffrey Woodson, Vice President, Development, stated that staffing needs will be driven by the Authority's requirements, and all contract rates will be negotiated up front.

Chair Gleason requested that staff bring the item back at the March 19, 2015 Board Meeting, to address Board members concerns and, to include additional information about how much has been spent for the current three contracts, and a plan for how the funding will go out over the next three years.

**RECOMMENDATION:** Adopt Resolution No. 2015-0020, approving and authorizing the President/CEO to negotiate and execute an On-Call Program Management and Support Services Agreement with AECOM Technical Services, Inc., for a term of three years, with the option for two one-year extensions, in an amount not-to-exceed \$60,000,000, in support of the Capital Improvement and Major Maintenance Programs, at the San Diego International Airport.

**ACTION: No action taken.**

*Board Member Robinson returned to the dais at 1:25 p.m.*

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

- 16. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**  
(Real property negotiations pursuant to Cal. Gov. Code § 54954.5(b) and § 54956.8.)  
Property: Salt Plant – 17 acre parcel located at 1470 Bay Boulevard, San Diego.  
Agency Negotiators: Scott Brickner, Finance & Asset Management, Vice President/Treasurer.  
Negotiating Parties: San Diego Gas & Electric, United States Fish and Wildlife Service, GGTW, LLC (current tenant) and/or other interested parties.  
Under Negotiation: Sale – terms and conditions.
- 17. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Diego Concession Group, Inc. v. San Diego County Regional Airport Authority,  
San Diego Superior Court Case No. 37-2012-00088083-CU-BT-CTL
- 18. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Dryden Oaks, LLC v. San Diego County Regional Airport Authority, et al.,  
San Diego Superior Court, North County, Case No. 37-2014-00004077-CU-EI-NC
- 19. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Donna Wilson; John Wilson v. San Diego Port Authority; San Diego International Airport; San Diego County Regional Airport Authority  
San Diego Superior Court Case No. 37-2014-00015326-CU-PO-CTL (Meyer)
- 20. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Jennifer Cain v. San Diego County Regional Airport Authority, et al  
San Diego Superior Court Case No. 37-2014-00030402-CU-PO-CTL
- 21. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Joan M. Ward v. San Diego County Regional Airport Authority, et al  
San Diego Superior Court Case No. 37-2014-00022181-CU-WT-CTL
- 22. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Alice Boehm v. San Diego County Regional Airport Authority, et al,  
San Diego Superior Court Case No. 37-2014-00022124-CU-PO-CTL

**23. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION AND EXISTING LITIGATION:**

(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(a) and 54956.9(b).)

Jay A. Bass, et al v. San Diego City Employees' Retirement System, et al.,  
San Diego Superior Court Case No. 37-2013-00077566-CU-OE-CTL

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

(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9 (b) and 54954.5.)

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

Number of potential cases: 1

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

(Initiation of litigation pursuant to Cal. Government Code § 54956.9(d).)

Number of cases: 2

**REPORT ON CLOSED SESSION:** None.

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

**GENERAL COUNSEL REPORT:** None.

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

**BOARD COMMENT:** None.

**ADJOURNMENT:** The meeting was adjourned at 1:25 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY BOARD THIS 19<sup>th</sup> DAY OF MARCH, 2015.

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

**DRAFT  
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD  
MINUTES  
FRIDAY, FEBRUARY 27, 2015 AND SATURDAY, FEBRUARY 28, 2015  
SAN DIEGO INTERNATIONAL AIRPORT  
ORVILLE AND WILBUR WRIGHT CONFERENCE ROOM**

**CALL TO ORDER:**

Chair Gleason called the special meeting of the San Diego County Regional Airport Authority Board to order at 1:10 P.M., on Friday, February 27, 2015, 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: Alvarez, Boling, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom

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

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

**BOARD WORKSHOP:**

Trudy Sopp, Ph.D., Co-Director, the Centre for Organization Effectiveness, facilitated Board discussions regarding the Vision, Mission, Values Recap Activity, Sustainable Organizations, Industry Update, Fiscal Year 2016/17 Initiatives, Board Work Plan and the Future Board Agenda Items.

**1. REVIEW OF THE AUTHORITY'S VISION, MISSION AND VALUES:**

Thella F. Bowens, President/CEO and Jeffrey Lindeman, Senior Director, Talent and Engagement provided a presentation on the Authority's Vision, Mission and Values which included SDIA's Business Model, The San Diego County Regional Airport as an Enterprise, What We Do, and How We Remain Viable. They also reviewed the Authority's Mission, Vision, Values, Strategies, FY15 Initiatives and FY16 Initiatives and Goals.

**2. DISCUSSION REGARDING SUSTAINABLE ORGANIZATIONS:**

Thella F. Bowens, President/CEO and Jeffrey Lindeman, Senior Director, Talent and Engagement provided an overview of the Authority's direction to create a sustainable organization.

Jeffrey Sears, CEO, Pirch, provided presentation which included an overview of his organizations culture, business model and operations. He also shared his leadership philosophy with the Board.

***The Board adjourned the meeting at 5:10 p.m. to Saturday, February 28, 2015 at 8:30 a.m.***

***The Board reconvened at 8:30 a.m. on Saturday, February 28, 2015. Board Members Berman (Ex Officio), Farnam (Ex Officio) and Ortega (Ex Officio) were ABSENT.***

**3. INDUSTRY UPDATE AND DISCUSSION:**

Stephen D. Van Beek, Ph.D., Vice President, ICF International, provided a presentation on Creating a Sustainable SDIA in a Dynamic Industry and Policy Environment – Informing the Course of the Business Enterprise which included Passenger Forecasts; National Airline Service Trends and SDIA; Aviation Public Policy in 2015-2016 and SDIA; and Consequences for the Authority's Business Planning.

**4. REVIEW OF THE FISCAL YEAR 2016/17 INITIATIVES:**

Jeffrey Woodson, Vice President, Development; Scott Brickner, Vice President, Business and Financial Management/Treasurer; and Jeffrey Lindeman, Senior Director, Talent and Engagement, provided a presentation on the Authority's initiatives which included 1) Developing a Sustainable Long Term Capital Plan; 2) Pursuing Revenue Generation and Cost Control Opportunities; and 3) Strategically Engaging our Employees in Sustainable Business Practices, respectively.

**5. REVIEW AND DISCUSSION OF FUTURE BOARD AGENDA ITEMS AND BOARD WORK PLAN:**

Thella F. Bowens, President/CEO, provided an overview of the Board Work Plan and Future Agenda Items.

**ADJOURNMENT:** The meeting was adjourned at 1:50 p.m.

APPROVED BY A MOTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY THIS 19<sup>th</sup> DAY OF MARCH, 2015.

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

**Revised 3/16/15**



**SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
STAFF REPORT**

**Item No.**

**2**

Meeting Date: **MARCH 19, 2015**

**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 2015 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

**GREG COX**

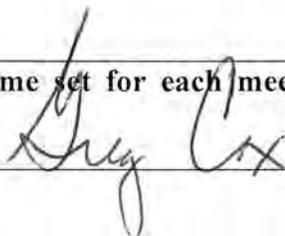
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**

Period Covered: FEB 1-28 2015

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

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
GREG COX		FEBRUARY 28, 2015
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved Res. 2009-0149R	Date: FEB. 9, 2015 Time: 9 am Location: SDIA	EXECUTIVE / FINANCE COMMITTEE SPECIAL BOARD MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved Res. 2009-0149R	Date: FEB 28, 2015 Time: 8:30 am Location: SDIA	SPECIAL BOARD MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

**JIM DESMOND**

MAR 16 2015

## SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## Board Member Event/Meeting/Training Report Summary

Period Covered: FEB-MARCH 2015

Corporate &amp; 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:
J. DEEMOLA		3/10/15
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
Brown Act Pre-approved Res. 2009-0149R	Date: 2/27 Time: 1PM Location: SDIA	BOARD RETREAT
Brown Act Pre-approved Res. 2009-0149R	Date: 2/28 Time: 8:30AM Location: SDIA	BOARD RETREAT
Brown Act Pre-approved Res. 2009-0149R	Date: 3/9/15 Time: 9AM Location: SDIA	Exec Committee Meeting
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

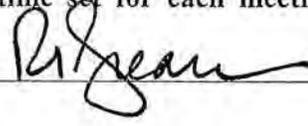
**ROBERT GLEASON**

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

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

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
ROBERT H. GLEASON		March 10, 2015
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: February 9, 2015 Time: 9:00 & 10:00 am Location: SDCRAA offices	Executive / Finance Committee meeting  Audit Committee meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: February 12, 2015 Time: 6:30 pm Location: SDIA, Terminal 2	Balboa Park & The City Exhibition Open Reception; spoke on behalf of the Airport Authority
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: February 19, 2015 Time: 9:00 am Location: SDCRAA offices	ALUC / Board meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: February 26, 2015 Time: 9:15 am Location: Residential Home, Bankers Hill	Quieter Home Program special event for the 3000 <sup>th</sup> Home completed; spoke on behalf of the Airport Authority
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: February 27, 2015 Time: 12:00 pm Location: SDCRAA offices	Board Retreat
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: February 28, 2015 Time: 8:00 am Location: SDCRAA offices	Board Retreat
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

**LLOYD HUBBS**

## SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## Board Member Event/Meeting/Training Report Summary

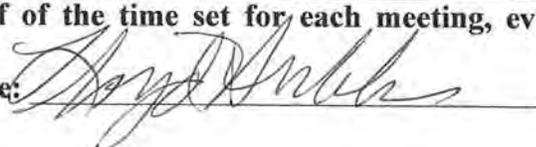
Period Covered: Feb 2015

Corporate &amp; Information Governance

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

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
LLOYD HUBBS		2/28/15
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/6/15 Time: 9:00 Location: SANDAG	TRANSPORTATION Comm
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/9/15 Time: 9:00 Location: AUTHORITY	Exec. Fin. Comm. Audit Comm
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/19/15 Time: 9:00 Location: AUTHORITY	BOARD Mtg.
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/27/15 Time: 1:00 Location: AUTHORITY	BOARD WORKSHOP
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/28/15 Time: 8:30 Location: AUTHORITY	BOARD WORKSHOP
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: 



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**3**

Meeting Date: **MARCH 19, 2015**

**Subject:**

**Awarded Contracts, Approved Change Orders from January 26, 2015 through February 22, 2015 and Real Property Agreements Granted and Accepted from January 26, 2015 through February 22, 2015**

Recommendation:

Receive the report.

**Background/Justification:**

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

**Fiscal Impact:**

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

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

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

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

000022

**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 JANUARY 26, 2015 - FEBRUARY 22, 2015**



**New Contracts**

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
01/26/15	104186	Siemens Industry Inc.	The Contractor will modernize the Siemens Building Automation Apogee Insight Software that controls heating, ventilation and air conditioning (HVAC) systems at San Diego International Airport. Siemens Industry, Inc. is the single known source of a licensed, copyrighted, or patented good or service which is compatible with existing equipment and systems.	Single Source	M. Bauer	\$1,000,000.00	10/31/17
02/03/15	N/A	Lease Servicing Center Inc.	The Contractor will provide multifunctional printer/scanner/copier devices for the San Diego County Regional Airport Authority.	RFP	R. Belliotti	\$386,760.00	01/31/20
02/03/15	N/A	Sharp Business Systems	The Contractor will provide supplies and maintenance services for the multifunctional printer/scanner/copier devices located throughout San Diego County Regional Airport Authority offices.	RFP	R. Belliotti	\$513,240.00	01/31/20
01/30/15	N/A	Statler Consulting, LLC	The Contractor will provide services needed for the implementation of a Carbon Offset Pilot Project for passengers at San Diego International Airport.	Informal RFP	P. Manasjan	\$48,640.00	06/30/15
2/10/15	N/A	Tel Tech Plus, Inc.	The Contractor will provide low voltage and fiber optic installation and repair services at San Diego International Airport.	RFQ	R. Belliotti	\$750,000.00	02/16/16
2/3/15	N/A	Microsoft Corporation	The Contractor will provide technical support for the Microsoft Operating System and associated Microsoft Application Suites used at San Diego County Regional Airport Authority.	Informal RFP	R. Belliotti	\$49,820.00	07/30/15



**New Contracts Approved by the Board**

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
2/19/15	N/A	McBee Strategic Consulting, LLC	This contract was approved by the Board at the January 15, 2015 Board Meeting. The Contractor will provide Federal legislative consulting services for San Diego County Regional Airport Authority.	RFP	M. Kulis	\$887,000.00	01/31/18

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**Attachment "A"**

**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN JANUARY 26, 2015 - FEBRUARY 22, 2015**

 <b><u>Amendments and Change Orders</u></b>									
Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value ( % ) (+ / -)	New Contract Value	New End Date
01/10/15	N/A	Sheryl Oring	The Second Amendment extends the term of the contract by thirty (30) days to complete services under the Artist's residency period with the Authority's Public Art Program to create and install artwork at San Diego International Airport. There is no increase in compensation.	D. Lucero	\$122,000.00	\$0.00	0.0%	\$122,000.00	1/30/2015
01/23/15	N/A	Hawthorne Machinery Co.	The First Amendment extends the term of the contract by ninety (90) days for emergency generator services at San Diego International Airport. There is no increase in compensation.	M. Bauer	\$175,000.00	\$0.00	0.0%	\$175,000.00	4/14/2015
 <b><u>Amendments and Change Orders - Approved by the Board</u></b>									
01/30/15	N/A	Lindberg Field Solar 1, LLC	The First Amendment was approved by the Board at the January 15, 2015 Board Meeting. The First Amendment to the Power Purchase Agreement (PPA) relates to the following: 1) the early termination of the PPA; 2) the definition of direct damages; 3) the clarification of insurance terms associated with the PPA; 4) clarification related to the ownership interest in the solar facility; and 5) modification of the project construction phasing related to issues outside of their control. There is no increase in compensation.	B. Bolton	\$15,000,000.00	\$0.00	0%	\$15,000,000.00	5/15/2034
02/12/15	N/A	Demattei Wong Architecture, Inc.	The Second Amendment was approved by the Board at the October 2, 2014 Board Meeting. The Second Amendment clarifies language regarding reimbursement for lodging and meals and increases the maximum amount of compensation by \$5,000,000.00 for architect and engineering consultant services related to the rental car center development.	B. Bolton	\$22,000,000.00	\$5,000,000.00	23%	\$27,000,000.00	6/10/2016

000025

Attachment "B"

REAL PROPERTY AGREEMENTS EXECUTED FROM JANUARY 26, 2015 TO FEBRUARY 22, 2015



**Real Property Agreements**

Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
3/1/15-2/29/16	LE-0844	Ready Credit Corporation	Rental Agreement	5 pre-security locations in terminals 1 and 2	To conduct a test trial of cash to prepaid debit card automated vending kiosks	N/A	12% of Gross Receipts	Fee for converting cash into prepaid debit card shall not exceed \$5.00 per transaction
12/15/2014-5/31//2015	LE-0845	San Diego County Regional Airport Authority	Port Right of Entry License Agreement	Port property, Palm Street	Authority provided access to Port property for Palm Street construction	4,310 S.F.	Standard processing fee of \$550 and \$7,037 as consideration for use of premises	Port is Lessor



**Real Property Agreement Amendments and Assignments**

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

000026



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**4**

Meeting Date: **MARCH 19, 2015**

**Subject:**

**March 2015 Legislative Report**

Recommendation:

Adopt Resolution No. 2015-0021, approving the March 2015 Legislative Report.

**Background/Justification:**

The Legislative Advocacy Program Policy adopted by the Board on November 10, 2003, requires that Authority staff present the Board with monthly reports concerning the status of legislation with potential impact to the Authority. The March 2015 Legislative Report updates Board members on legislative activities that have taken place during the month of February. 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 the following seven bills: AB 729 (Atkins), AB 451 (Bonilla), AB 764 (Quirk), SB 330 (Mendoza), SB 341 (Achadjian), SB 382 (Lara), and SB 360 (Melendez).

AB 729 (Atkins) would make non-substantive changes to the San Diego Unified Port District Act pertaining to the territory held in trust by the Port District.

AB 451 (Bonilla) would authorize a city or county to allow operators of private off-street parking facilities to regulate unauthorized parking in their facilities.

AB 764 (Quirk) would authorize the California State Building Standards Commission to adopt building standards that require the installation of bollards as a consideration in the design of any new commercial parking facility and allow for insurance discounts for properties with bollards.

SB 330 (Mendoza) would expand current prohibitions on elected members of a state or local body, board, or commission from having a financial interest in contract decisions in which they are involved. The expansion would also prohibit the spouses, children, parents and siblings of the elected members from having a financial interest in such contract decisions.

SB 341 (Achadjian) would require the officer in charge of financial records for local agencies to submit to the State Controller underlying data from audited financial statements, if available, along with the required report of all annual financial transactions.

000027

**Page 2 of 2**

SB 382 (Lara) would make technical non-substantive changes to existing law prohibiting unauthorized offers, sale and advertisement to transport passengers for a fare on public highways.

SB 360 (Melendez) would state the intent of the State Legislature to enact legislation to establish the Ontario International Airport Authority and transfer the management and control from the City of Los Angeles to the new Authority.

**Federal Legislative Action**

The Authority's legislative team does not recommend that the Board adopt any new positions on federal legislation.

On March 3, 2015, Congress approved legislation to fund Department of Homeland Security programs and agencies, including the Transportation Security Administration and Customs and Border Protection, through the fiscal year ending September 30, 2015.

**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:**

MIKE KULIS  
DIRECTOR, INTER-GOVERNMENTAL RELATIONS

RESOLUTION NO. 2015-0021

A RESOLUTION OF THE BOARD OF THE SAN  
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
APPROVING THE MARCH 2015 LEGISLATIVE  
REPORT

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the March 2015 Legislative Report (Attachment A); and

BE IT FURTHER RESOLVED that the Board finds that this Board 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 19<sup>th</sup> day of March, 2015, 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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BRETON K. LOBNER  
GENERAL COUNSEL

**Attachment A**

**March 2015 Legislative Report**

**State Legislation**

**Legislation/Topic**

**AB 24 (Nazarian) – Transportation Network Companies: public safety**

**Background/Summary**

This spot bill declares the intent of the Legislature to enact legislation that promotes public safety regarding Transportation Network Companies (TNCs).

**Anticipated Impact/Discussion**

TNCs are of significant interest to the Authority as staff continues to work with them to develop a permitting process at San Diego International Airport. This bill will be closely monitored by the Authority's legislative team as detailed text is developed by the author.

**Status:** 12/1/14 – Introduced

**Position:** Watch (1/15/15)

**Legislation/Topic**

**AB 61 (Allen) – Shuttle Services: loading and unloading of passengers**

**Background/Summary**

This bill would allow local authorities to permit shuttle service vehicles to stop for the loading or unloading of passengers alongside curb spaces designated for transit system buses upon agreement between the transit system and a shuttle service provider.

**Anticipated Impact/Discussion**

This bill will be closely monitored by the Authority's legislative team for any potential impact to the shuttle and transit operations at San Diego International Airport.

**Status:** 1/22/15 – Referred to Assembly Committee on Transportation

**Position:** Watch (1/15/15)

*\*Shaded area represents new bills or updated legislative information.*

000031

**Legislation/Topic**

**AB 62 (Allen) – Charter-party carriers of passengers**

**Background/Summary**

The Passenger Charter-Party Carriers Act provides for the regulation by the Public Utilities Commission of motor carriers operating as charter-party carriers of passengers. This spot bill would make non-substantive changes to these provisions.

**Anticipated Impact/Discussion**

This bill will be closely monitored by the Authority's legislative team for any potential impact to charter-party carrier operations at San Diego International Airport as detailed bill language is developed by the author.

**Status:** 12/12/15 – Introduced

**Position:** Watch (1/15/15)

**Legislation/Topic**

**AB 341 (Achadjian) – Financial affairs: reports**

**Background/Summary**

Existing law requires the officer of each local agency, who has charge of the financial records of the local agency, to furnish to the Controller a report of all the financial transactions of the local agency during the next preceding fiscal year within 90 days of the close of each fiscal year, or within 110 days if the report is furnished in an electronic format. This bill would require the report to the Controller to contain underlying data from audited financial statements, as specified, if this data is available. This bill would also extend the amount of time in which the report is required to be furnished to the Controller from 90 days to 180 days and from 110 days to 210 days if filed electronically.

**Anticipated Impact/Discussion**

If this legislation is enacted, Authority staff may be required to comply with these additional reporting requirements if applicable.

**Status:** 02/23/15 – Referred to Committee on Local Government

**Position:** Watch

*\*Shaded area represents new bills or updated legislative information.*

000032

**Legislation/Topic**

**AB 360 (Melendez) – Ontario International Airport**

**Background/Summary**

This bill states that it is the intent of the State Legislature to establish the Ontario International Airport Authority and require the transfer of management and operational control from the City of Los Angeles to the new Authority.

**Anticipated Impact/Discussion**

Although this legislation is not expected to have any direct impact to San Diego International Airport, staff will monitor it to determine what, if any, impacts this bill would have to the Southern California and national aviation systems.

**Status:** 02/17/15 – Introduced

**Position:** Watch

**Legislation/Topic**

**AB 451 (Bonilla) – Private parking facilities**

**Background/Summary**

This bill would authorize a city or county to allow the operators of private off-street parking facilities to regulate unauthorized parking in their facilities. The bill would also require such operators to include in a parking fee invoice instructions describing the process to contest the parking fee invoice.

**Anticipated Impact/Discussion**

This bill will be monitored by the Authority's legislative team for any potential impact to our current or future parking operations at San Diego International Airport.

**Status:** 02/23/15 – Introduced

**Position:** Watch

**Legislation/Topic**

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

**Background/Summary**

This bill would make non-substantive changes to the San Diego Unified Port District Act pertaining to the territory held in trust by the Port District.

**Anticipated Impact/Discussion**

The Authority's legislative team will closely monitor this legislation as detailed text is developed by the author to determine if it will have any potential impact on San Diego International Airport or the Authority.

*\*Shaded area represents new bills or updated legislative information.*

000033

**Status:** 2/25/15 – Introduced

**Position:** Watch

**Legislation/Topic**

**AB 764 (Quirk) – Commercial parking lots: design insurance discount**

**Background/Summary**

This bill would authorize the California State Building Standards Commission to adopt building standards that require the installation of bollards as a consideration in the design of any new commercial parking facility. The bill would also authorize insurers to consider the installation of bollards on commercial property parking lots as a safety measure.

**Anticipated Impact/Discussion**

The authorization of insurers to consider the installation of bollards as a safety measure may create an opportunity for reduced insurance rates for property owners. This bill will be monitored by staff for any potential opportunities at San Diego International Airport.

**Status:** 2/25/15 – Introduced

**Position:** Watch

**Legislation/Topic**

**SB 44 (Roth) – State Aeronautics Act**

**Background/Summary**

The State Aeronautics Act governs various matters relative to aviation within the state of California. This spot bill would make a non-substantive change to a provision within the Act.

**Anticipated Impact/Discussion**

This bill will be closely monitored by the Authority's legislative team for any potential impact to San Diego International Airport as detailed bill language is developed by the author.

**Status:** 1/15/15 – Referred to Senate Committee on Rules

**Position:** Watch (1/15/15)

*\*Shaded area represents new bills or updated legislative information.*

000034

**Legislation/Topic**

**SB 330 (Mendoza) – Public officers: contracts and financial interest**

**Background/Summary**

This bill would expand current prohibitions on elected members of a state or local body, board, or commission from having a financial interest in contract decisions in which they're involved. The expansion proposed in SB 330 would prohibit the spouses, children, parents and siblings of the elected members from having a financial interest in such contract decisions.

**Anticipated Impact/Discussion**

This bill will be monitored by staff to determine any potential impact to the Airport Authority.

**Status:** 2/23/15 – Introduced

**Position:** Watch

**Legislation/Topic**

**SB 382 (Lara) – Crimes: uncertified highway carriers of persons**

**Background/Summary**

This bill would make non-substantive changes to existing law prohibiting unauthorized offers, sale and advertisement to transport passengers for a fare on public highways.

**Anticipated Impact/Discussion**

This bill will be monitored by the Authority's legislative team for any potential impact to San Diego International Airport as detailed bill language is developed by the author.

**Status:** 2/24/15 – Introduced and referred to the Senate Committee on Rules

**Position:** Watch

*\*Shaded area represents new bills or updated legislative information.*

## Federal Legislation

### Legislation/Topic

#### **H.R. 720 (Katko) – The Gerardo Hernandez Airport Security Act**

### Background/Summary

This bill, named after Gerardo Hernandez, the Transportation Security Administration (TSA) employee killed on duty in 2013, would direct the Department of Homeland Security to undertake a variety of activities to enhance security and communication at U.S. airports. The bill would specifically require the TSA to verify that all airports have appropriate security response plans.

### Anticipated Impact/Discussion

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

**Status:** 2/10/15 – Approved by the House on a vote of 411-1 and referred to the Senate Committee on Commerce, Science and Transportation

**Position:** Watch (2/19/15)

### Legislation/Topic

#### **H.R. 719 (Katko) – The Transportation Security Administration Office of Inspection Accountability Act**

### Background/Summary

This bill would mandate that TSA's criminal investigators spend at least half of their time investigating, apprehending or detaining individuals suspected of committing a crime. TSA does not currently have any rules in that regard for its criminal investigators.

### Anticipated Impact/Discussion

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

**Status:** 2/10/15 – Approved by the House on a vote of 414-0 and referred to the Senate Committee on Commerce, Science and Transportation

**Position:** Watch (2/19/15)

*\*Shaded area represents new bills or updated legislative information.*

000935



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**5**

Meeting Date: **MARCH 19, 2015**

**Subject:**

**Reject the Claim of Danny Brinkley**

Recommendation:

Adopt Resolution No. 2015-0022, Rejecting the Claim of Danny Brinkley.

**Background/Justification:**

On February 13, 2015, Danny Brinkley filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging that his power wheelchair was damaged by Frontier Airlines while he was a passenger. Brinkley claims damages in the amount of \$880.64 to cover the cost of repairing the wheelchair.

Brinkley's claim should be denied. An investigation into the alleged incident confirmed the claimant's wheelchair was damaged by Frontier Airlines during a recent flight on which he was a passenger. There is no evidence of any act or omission by the Authority contributing to the wheelchair damage which could be the basis for liability under California law. The company that sold and serviced claimant's wheelchair filed the claim on his behalf.

**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.

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

**Application of Inclusionary Policies:**

Not Applicable.

**Prepared by:**

SUZIE JOHNSON  
GENERAL COUNSEL

ATTACHMENT A



SDCRAA  
 FEB 13 2015  
 Corporate & Information Governance

FOR AUTHORITY CLERK USE ONLY

Document No.: CL-245

Filed: 2-13-15

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
 ACCIDENT OR DAMAGE CLAIM FORM

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

1) Claimant Name: Danny Brinkley	
2) Address to which correspondence regarding this claim should be sent: Access Medical 3266 Grey Hawk Court Carlsbad, CA, 92010	
Telephone No.: (760) 929-2828 x 325	Date: 2/10/2015
3) Date and time of incident: December 2014	
4) Location of incident: Frontier Airlines, San Diego Airport	
5) Description of incident resulting in claim: Patient's power wheelchair was damaged by Frontier Airline.	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known: Frontier Airlines	
7) Persons having firsthand knowledge of incident:	
Witness (es)	Physician(s):
Name: Danny Brinkley	Name:
Address: 255 Douglas Drive, #158 Oceanside, CA, 92058	Address:
Phone: (760) 755-8104	Phone:
dbhoollagin@gmail.com	

ATTACHMENT A

<b>8) Describe property damage or personal injury claimed:</b>
Danny's power wheelchair (Permobil serial # 2572015771) and ROHO cushion was damaged.
Wheelchair was evaluated by Access Medical on 12/12/14 to assess damage and needed repairs.
Parts needed for repairs listed in #10 below.
<b>9) Owner and location of damaged property or name/address of person injured:</b>
Danny Brinkley
255 Douglas Drive, #158
Oceanside, CA, 92058
(760) 755-8104
dbhollagin@gmail.com
<b>10) Detailed list and amount of damages claimed as of date of presentation of claim, including prospective damages. If amount exceeds \$10,000.00, a specific amount need not be included.</b>
Quadro Select Cushion (\$458.00), Seat Frame (\$15.26), Bolts (\$4.11), UT Support Pad (\$92.91)
UT Mesh Cover for Pad (\$46.36), Hand Pad Palm Extenser (\$64.00), Labor (\$200.00).
Total repairs needed: \$880.64.
Please see attached quote for further description of parts needed for repairs.

Dated: 2/10/2015

Claimant: Sara Steiner, Rehab Coordinator at Access Medical

(Signature) *Sara Steiner*

**Notice to Claimant:**

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

Return completed form to:

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

# ATTACHMENT A

## Quote

Customer Name:  Evaluation Date:  Specialist: Carlos Quiroz

Order Number:  AMR Corporate

Address:  Facility:  3266 Grey Hawk Court

Therapist:  Carlsbad, CA 92010

Phone:  Phone:  Phone: (760) 929-2828

Fax: (866) 533-3030

% Discount Off Std Fee:

Qty	Manufacturer	Part Number	Description	Code	Bill
1	The ROHO Group	QS1010C	Quadro Select Cushion, Class: A1	E2624NU	\$458.00
1	Permobil	1826126	SEAT FRAME KIT. PLASTIC PLUGS(4) COVERS(2, C3G	K0108NU	\$15.26
1	Permobil	601359-99-0	BOLT MC6S 6x 8 fzb	K0108NU	\$4.11
1	Permobil	1821245	UT SUPPORT PAD (J) 5"W x 6.5"T, EACH	E0956NU	\$92.91
1	Permobil	1821706	UT MESH COVER FOR PAD (J) EACH	K0108NU	\$46.36
1	Otto Bock	436P2=R1-7	Hand Pad Palm Extenser	K0108NU	\$64.00
8	Access Medical		Labor	K0739	\$200.00
<b>GRAND TOTALS:</b>					<b>\$880.64</b>

Notes:

RESOLUTION NO. 2015-0022

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY REJECTING THE CLAIM OF DANNY  
BRINKLEY.

WHEREAS, on February 13, 2015, Danny Brinkley filed a claim with the San Diego County Regional Airport Authority for damages to his wheelchair caused by Frontier Airlines in December 2014; and

WHEREAS, at its regular meeting on March 19, 2015, the Board considered the claim filed by Danny Brinkley and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rejects the claim of Danny Brinkley; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at its regular meeting this 19<sup>th</sup> day of March, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

---

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

APPROVED AS TO FORM:

---

BRETON K. LOBNER  
GENERAL COUNSEL

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SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**6**

Meeting Date: **MARCH 19, 2015**

**Subject:**

**Award a Contract to G&G Specialty Contractors, Inc. for Quieter Home Program Phase 8, Group 5, Project No. 380805 (28 Historic and Non-Historic Single and Multi-Family Units on 27 Residential Properties Located East and West of the Airport)**

Recommendation:

Adopt Resolution No. 2015-0023, awarding a contract to G&G Specialty Contractors, Inc., in the amount of \$1,486,584, for Phase 8, Group 5, Project No. 380805, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

**Background/Justification:**

The Quieter Home Program ("Program") provides sound attenuation treatment to residences within the highest noise-impacted neighborhoods surrounding San Diego International Airport ("SDIA"). The Phase 8, Group 5, project includes installation of new acoustical windows, doors, insulation, and ventilation improvements to reduce aircraft-related noise levels inside the homes. This project will provide sound attenuation to 28 historic and non-historic single and multi-family units on 27 residential properties located east and west of the airport (refer to Attachment A).

To date, the Program has completed 3,084 residences, of which 776 are historic and 2,308 are non-historic; 1,981 residences are located west of SDIA and 1,103 are located east of SDIA.

Project No. 380805 was advertised on January 20, 2015, and bids were opened on February 19, 2015. The following bids were received (refer to Attachment B):

<b>Company</b>	<b>Total Bid</b>
G&G Specialty Contractors, Inc.	\$1,486,584
S&L Specialty Contracting, Inc.	\$1,553,550

The Engineer's estimate is \$1,440,583.

The low bid of \$1,486,584, is considered responsive, and G&G Specialty Contractors, Inc. is considered responsible. Award to G&G Specialty Contractors, Inc. is, therefore, recommended in the amount of \$1,486,584.

**Fiscal Impact:**

Adequate funds for the contract with G&G Specialty Contractors, Inc. are included in the adopted FY 2015 and conceptually approved FY 2016 Operating Expense Budgets within the Quieter Home Program budget line item. Sources of funding include Federal Airport Improvement Program grants and Passenger Facility Charges.

**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 a "project" subject to the California Environmental Quality Act ("CEQA"), Pub. Res. Code §21065. The individual projects under the Quieter Home Program are part of a class of projects that are categorically exempt from CEQA: 14 Cal. Code Regs. §15301 – "Existing Facilities: Class 1 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 existing at the time of the lead agency's determination."
- B. California Coastal Act. This Board action is a "development" as defined by the California Coastal Act, Cal. Pub. Res. Code §30106. The individual projects under the Quieter Home Program will consist of treatments to single-family and multi-family dwellings. Improvements to single-family homes are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(a) and 14 Cal. Code Regs. §13250 – "Improvements to Single-Family Residences." The proposed improvements to multi-family residences are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(b) and 14 Cal. Code Regs. §13253 – "Improvements to Structures Other than Single-Family Residences and Public Works Facilities that Require Permits."

**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.

**Page 3 of 3**

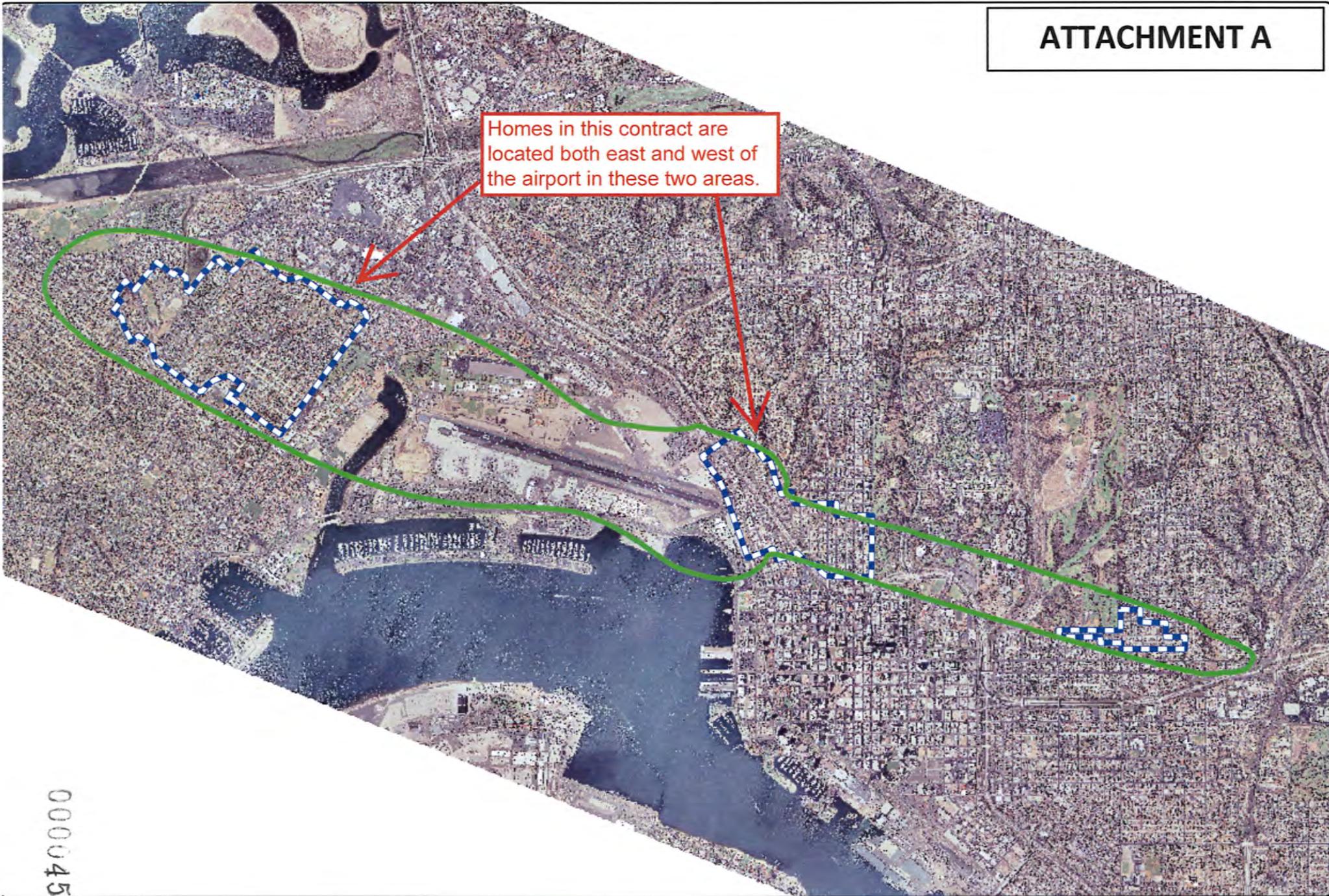
The Authority's DBE Program, as required by the U.S. Department of Transportation, 49 Code of Federal Regulations (CFR) Part 26, calls for the Authority to submit a triennial overall goal for DBE participation on all federally funded projects. When federal funds are utilized, the Authority is prohibited from using a program that provides a preference such as those used in Policies 5.12 and 5.14. Therefore, the Authority must utilize other means as provided in the DBE Plan to achieve participation.

This project utilizes federal funds; therefore, it will be applied toward the Authority's overall DBE goal. G&G Specialty Contractors, Inc. proposed 5.3% DBE participation on QHP Phase 8, Group 5.

**Prepared by:**

KEITH WILSCHETZ  
DIRECTOR, AIRPORT PLANNING AND NOISE MITIGATION

Homes in this contract are located both east and west of the airport in these two areas.



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Map Notes:  
Staff Report Attachment A

1 inch = 3,898 feet

Land Use - SanGIS 2/07

- Single-Family Residential
- Multi-Family Residential
- Condominiums

- QHP Completed
- QHP Ineligible
- County Parcel

- 67 dB Boundary
- 65 dB CNEL Contour
- Address Point

San Diego County Regional Airport Authority  
Quieter Home Program  
Project 380805

TITLE: QUIETER HOME PROGRAM PROJECT NO. 380805  
 BIDS OPENED: February 19, 2015, 2:00 p.m.  
 ENGINEER'S ESTIMATE: \$1,440,583.00

CONTRACTOR:				G&G Specialty Contractors, Inc.				S&L Specialty Contracting, Inc.				
ADDRESS:				1221 N. Mondel Drive, Gilbert, AZ 85233				315 S. Franklin Street, Syracuse, NY 13202				
GUARANTEE OF GOOD FAITH:				Hartford Casualty Insurance Company				Hartford Casualty Insurance Company				
Res No.	Bid Item Number	Dwelling Units	Unit of Measure	General Construction (In Figures)	HVAC Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	HVAC Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	
380805.01	Kennerly 4230 Montalvo Street, Unit 5	1	Lump Sum	17,646.00	2,686.00	1,600.00	21,932.00	16,000.00	3,000.00	2,000.00	21,000.00	
380805.02	Bullock 4230 Montalvo Street, Unit 3	1	Lump Sum	16,833.00	2,686.00	1,700.00	21,219.00	14,000.00	3,000.00	2,000.00	19,000.00	
380805.03	Camara 4230 Montalvo Street, Unit 16	1	Lump Sum	16,986.00	2,686.00	1,720.00	21,394.00	13,000.00	3,000.00	2,000.00	18,000.00	
380805.04	Donovan 4230 Montalvo Street, Unit 15	1	Lump Sum	18,550.00	2,686.00	1,820.00	23,056.00	15,000.00	4,000.00	2,000.00	21,000.00	
380805.05	Escobosa 4230 Montalvo Street, Unit 9	1	Lump Sum	21,041.00	2,686.00	1,720.00	25,447.00	22,000.00	4,000.00	2,000.00	28,000.00	
380805.06	Garnica 4230 Montalvo Street, Unit 17	1	Lump Sum	16,725.00	2,686.00	1,720.00	21,131.00	13,000.00	3,000.00	2,000.00	18,000.00	
380805.07	Harmsohn 4230 Montalvo Street, Unit 1	1	Lump Sum	21,141.00	2,686.00	1,600.00	25,427.00	21,000.00	4,000.00	2,000.00	27,000.00	
380805.10	Kmetz 4230 Montalvo Street, Unit 10	1	Lump Sum	20,921.00	2,686.00	1,600.00	25,207.00	21,000.00	4,000.00	2,000.00	27,000.00	
380805.11	Myrmo 4230 Montalvo Street, Unit 4	1	Lump Sum	18,975.00	2,686.00	1,700.00	23,361.00	17,000.00	4,000.00	2,000.00	23,000.00	
380805.16	Strand 4230 Montalvo Street, Unit 7	1	Lump Sum	16,576.00	2,686.00	1,720.00	20,982.00	13,000.00	3,000.00	2,000.00	18,000.00	
380805.17	Westgaard 4230 Montalvo Street, Unit 13	1	Lump Sum	18,370.00	2,686.00	1,800.00	22,856.00	15,000.00	4,000.00	2,000.00	21,000.00	
380805.18	Katz 4230 Montalvo Street, Unit 18	1	Lump Sum	20,797.00	2,686.00	1,600.00	25,083.00	19,000.00	4,000.00	2,000.00	25,000.00	
380805.19	Bruce 3706 Lotus Drive	1	Lump Sum	83,676.00	9,968.00	3,640.00	97,284.00	99,000.00	12,000.00	3,000.00	114,000.00	
380805.21	Green 3034 Xenophon Street	1	Lump Sum	51,166.00	7,969.00	4,040.00	63,175.00	52,000.00	10,000.00	3,000.00	65,000.00	
380805.22	Guyott 2702 Willow Street	1	Lump Sum	98,001.00	9,968.00	4,140.00	112,109.00	111,000.00	11,000.00	4,000.00	126,000.00	
380805.25	Marquette 3320 Wistena Drive	1	Lump Sum	23,663.00	7,969.00	1,620.00	33,252.00	22,000.00	9,000.00	1,000.00	32,000.00	
380805.26	McKenna 2422 Alcott Court	1	Lump Sum	83,384.00	19,499.00	9,860.00	112,743.00	90,000.00	22,000.00	4,000.00	116,000.00	
380805.26	McKenna Guest House 2422 Alcott Court	1	Lump Sum	66,683.00	17,500.00	5,320.00	89,503.00	85,000.00	19,000.00	9,000.00	113,000.00	
380805.27	Owens 2730 Poinsettia Drive	1	Lump Sum	81,650.00	17,686.00	1,700.00	101,036.00	95,000.00	16,000.00	2,000.00	113,000.00	
380805.29	Rummelhart 3760 Kingsley Street	1	Lump Sum	35,260.00	9,531.00	3,320.00	48,111.00	36,000.00	10,000.00	3,000.00	49,000.00	
380805.30	Simsic 3582 Large Circle	1	Lump Sum	40,426.00	9,531.00	3,420.00	53,377.00	33,000.00	10,000.00	3,000.00	46,000.00	
380805.31	Stepanof 3025 Zola Street	1	Lump Sum	80,931.00	17,500.00	5,540.00	103,971.00	94,000.00	19,000.00	6,000.00	119,000.00	
380805.32	Tran 2849-2851 Columbia Street	2	Lump Sum	78,405.00	17,500.00	5,140.00	101,045.00	88,000.00	18,000.00	5,000.00	111,000.00	
380805.34	Yingling 4230 Montalvo Street, Unit 2	1	Lump Sum	16,781.00	2,686.00	1,920.00	21,387.00	13,000.00	3,000.00	2,000.00	18,000.00	
380805.35	Ah Sing 2331 Caminito Recodo	1	Lump Sum	26,352.00	8,448.00	1,200.00	36,000.00	23,000.00	9,000.00	1,000.00	33,000.00	
380805.36	Atchley 3435 Yonge Street	1	Lump Sum	56,971.00	19,062.00	5,180.00	81,213.00	57,000.00	19,000.00	4,000.00	80,000.00	
380805.37	Allen 2662 Worden Street, Unit 40	1	Lump Sum	22,952.00	6,961.00	2,820.00	32,733.00	18,000.00	9,000.00	3,000.00	30,000.00	
							<b>Subtotal</b>	<b>\$1,364,034.00</b>			<b>Subtotal</b>	<b>\$1,431,000.00</b>
							Allowance for Structural, HVAC, Electrical Repairs	80,000.00			Allowance for Structural, HVAC, Electrical Repairs	80,000.00
							Building and Utility Permits and Fees	40,000.00			Building and Utility Permits and Fees	40,000.00
							Allowance for 150 Required T-Shirts	2,550.00			Allowance for 150 Required T-Shirts	2,550.00
							<b>TOTAL BID</b>	<b>\$1,486,584.00</b>			<b>TOTAL BID</b>	<b>\$1,553,550.00</b>
							Addendum noted (1)				Addendum noted (1)	

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RESOLUTION NO. 2015-0023

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AWARDING A CONTRACT TO G&G SPECIALTY CONTRACTORS, INC., IN THE AMOUNT OF \$1,486,584, FOR PHASE 8, GROUP 5, PROJECT NO. 380805, OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY'S QUIETER HOME PROGRAM

WHEREAS, the San Diego County Regional Airport Authority ("Authority") has established a residential sound insulation program, known as the Quieter Home Program ("Program"), to reduce aircraft noise levels in the homes of residents living within the highest noise-impacted neighborhoods surrounding San Diego International Airport ("Airport"); and

WHEREAS, Phase 8, Group 5, of the Program will include installation of new acoustical windows, doors, insulation, and ventilation improvements to reduce aircraft-related noise levels inside the homes; and

WHEREAS, Phase 8, Group 5, of the Program provides sound attenuation to 28 historic and non-historic single and multi-family units on 27 residential properties located east and west of the Airport; and

WHEREAS, the Authority issued a Bid Solicitation Package for Phase 8, Group 5, on January 20, 2015; and

WHEREAS, on February 19, 2015, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the apparent low bidder G&G Specialty Contractors, Inc., submitted a bid of \$1,486,584; and the Authority's staff has duly considered the bid and has determined G&G Specialty Contractors, Inc. is responsible and that its bid is responsive in all material respects; and

WHEREAS, the San Diego County Regional Airport Authority Board ("Board") believes that it is in the best interest of the Authority and the public that it serves to award G&G Specialty Contractors, Inc., the lowest bidder, the contract for Phase 8, Group 5, 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 G&G Specialty Contractors, Inc. in the amount of \$1,486,584, for Phase 8, Group 5, Project No. 380805, of the San Diego County Regional Airport Authority's Quieter Home Program; and

BE IT FURTHER RESOLVED that the Authority's President/CEO or designee is hereby authorized to execute and deliver such contract to G&G Specialty Contractors, Inc.; and

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents are hereby authorized, empowered, and directed to do and perform all such acts as may be necessary or appropriate in order to effectuate fully the foregoing; and

BE IT FURTHER RESOLVED that the Board of the San Diego County Regional Airport Authority finds that this is a "project" as defined by the California Environmental Quality Act ("CEQA"), Cal. Pub. Res. Code §21065; and is a "development," as defined by the California Coastal Act, Cal. Pub. Res. Code §30106 and that the individual Quieter Home Program projects are categorically exempt from the CEQA under Cal. Code Regs. §15301(f), "Existing Facilities," and are exempt from coastal permit requirements under Cal. Pub. Res. Code §§30610(a) and 30610(b) and 14 Cal. Code Regs. §§13250 and 13253.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 19<sup>th</sup> day of March, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
BRETON K. LOBNER  
GENERAL COUNSEL



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**7**

Meeting Date: **MARCH 19, 2015**

**Subject:**

**Approve and Authorize the President/CEO to Execute a Program Management and Support Services Agreement**

**Recommendation:**

Adopt Resolution No. 2015-0020, approving and authorizing the President/CEO to negotiate and execute a Program Management and Support Services Agreement with AECOM Technical Services, Inc., for a term of three years, with the option for two one-year extensions, in an amount not-to-exceed \$60,000,000, in support of the Capital Improvement and Major Maintenance Programs, at the San Diego International Airport.

**Background/Justification:**

Historically, the San Diego County Regional Airport Authority ("Authority") has maintained and improved facilities and infrastructure at San Diego International Airport ("SDIA") through its Capital Improvement and Major Maintenance Programs ("CIP/MMP") by augmenting Authority Staff utilizing a competitively-selected program management firm.

In 1998, the San Diego Unified Port District ("Port") contracted with a single Program Management/Construction Management ("PM/CM") firm to provide support for the implementation of SDIA's CIP/MMP. With the inception of the Authority in 2003, staff adopted the concept of the use of a single program management firm, and continued selecting PM/CM firms through competitive selection process until May 2012.

On May 3, 2012, the Board authorized the President/CEO to execute three program management and support services agreements with three separate firms; each in an amount not-to-exceed \$18,000,000, for a combined total of \$54,000,000, for a term of three years with options for two one-year extensions each, in support of the CIP/MMP. These three agreements will expire on May 10, 2015.

In order to improve the distribution of work and opportunity for multiple firms to participate in the Authority's CIP/MMP Programs, Authority staff evaluated the use of both single and multiple program management firms in the performance of project management services.

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While staff found that even though there have been some quantifiable benefits in using multiple PM/CM firms, the overall additional effort and resources required by Authority staff to process and administer the multiple contracts increased and resulted in no significant savings.

The proposed single PM/CM agreement will result in a reduction of administrative cost of staff hours and resources, and will streamline the processes, in comparison to the current administration of the existing three PM/CM firms.

Accordingly, Authority staff is recommending that the Board authorize the President/CEO execute a proposed Agreement with AECOM Technical Services, Inc. ("AECOM"). The PM/CM Agreement with AECOM would replace the current three program management agreements, and consolidate the responsibility for program management and support services into a single firm.

The PM/CM Agreement allows for immediate access to highly skilled individuals for performance of specialized architectural and engineering services to support Authority staff. The ability to mobilize and demobilize consultants when needed, based on the CIP/MMP demands, is the most cost effective and expedient (time sensitive) approach for implementing the programs to maintain flexibility, optimize use of resources for accelerated project delivery, and supports the Authority's operational and financial strategies.

The Authority maintains a full-time core staff, which provides base line bench strength and the capability to manage and oversee the CIP/MMP. The Authority continuously evaluates the costs/benefits of hiring full-time Authority staff versus utilizing consultants. Hiring these long term staff positions could reduce the amount paid to consultants, thereby reducing the Authority's program management costs. However, hiring full-time Authority staff commits the Authority to the long term costs of salaries, benefits (i.e. health, etc.), overhead, burden, and retirement benefits when many of the varied skill sets needed to support the implementation of the CIP/MMP are short term and periodic. Generally, the use of a PM/CM team is the most cost effective approach to meet these short term needs.

The Authority staff utilizes state-of-the-art Program Control System (PCS) software which enables them to closely manage and monitor the scope, budget, and schedule of the CIP/MMP. The software used for the PCS includes P6 Scheduling, Prolog, and provides for an integrated, fully manpowered loaded schedule which is linked with the scope of work and project budget. These tools help staff identify the program/project staffing needs and integrate it with the project schedule, and provides for timely mobilization and demobilization of team members. The PCS also provides multiple reports to the staff and management in support of the CIP/MMP oversight.

The Facilities Development Department (FDD) currently has 39 budgeted Authority staff positions. The Authority's cost of FDD's staff is approximately \$4.8 million per year and \$14.4 million over the next three years. Currently, FDD is operating at a chargeability ratio of 83%. This means that on average, 83% of FDD's staff's time is being directly charged to the CIP Program budget instead of the operating budget. This will reduce

**Page 3 of 10**

the direct cost to the Authority's operating budget by \$11.95 million over the next three years, since the chargeable time is being capitalized through the CIP budget, and is being paid through various capital funding sources.

The funding for contractual program management and support services is accounted for in the Board-approved CIP Program budget and close to 100% of projected costs for the PM/CM support services will be charged to the CIP Program budget.

Historically, the average cost of PM/CM support services at the Authority has been about 13% of the CIP program budget. The table below represents a survey, conducted by the Authority, of six airports which have the same size CIP/MMP programs using similar methods, for the average cost of their PM/CM support services versus the total cost of their CIP/MMP:

Miami (North Side)	Miami (South Side)	Seattle	San Francisco	Washington Dulles	Washington National	<b>San Diego</b>
22%	14.40%	10.80%	21.35%	12.82%	12.82%	<b>13%</b>

Based on the above percentages, the average PM/CM cost is 15.70% of the total CIP Program cost. San Diego's use of 13% for its CIP Program budget is within the range of acceptable costs for the PM/CM.

The Board-approved FY2013-2017 CIP Program budget amount was \$613 million, and the projected 5 year budget for the Quieter Home Program ("QHP") was \$75 million, for a total combined budget of \$688 million. Based on 13% of the combined budget, the Board authorized agreements in support of the program for the first three years in the amount of \$54 million. This budget did not include the PM/CM support for the Rental Car Center and The Green Build.

The following is a cost summary for the three current program management firms for the reporting period of May 2012 - December 2014:

<b>Prime Consultant</b>	<b>Total Agreement Amount</b>	<b>Expenditure Prime</b>	<b>Expenditure Sub-Consultant</b>	<b>Total Expenditure</b>	<b>Total Remaining</b>
Abadjis Systems, Ltd.,	<b>\$18,000,000</b>	\$10,718,600	\$5,341,349	\$16,059,949	\$1,940,051
Jacobs Project Management Co.	<b>\$18,000,000</b>	\$3,599,384	\$8,378,359	\$11,977,743	\$6,022,257
Kimley-Horn and Associates, Inc.	<b>\$18,000,000</b>	\$6,475,295	\$8,736,880	\$15,212,175	\$2,787,825
<b>Total</b>	<b>\$54,000,000</b>	\$20,793,279	\$22,456,588	\$43,249,867	\$10,750,133

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The forecast for the next three years of support services for the PM/CM is \$60 million. This forecast is based on providing services in support of the following:

- The FY2015-2019 Board-approved CIP budget of \$530.64 million
  - 13% of \$530.64 million for three years is \$41.39 million
- The forecasted QHP budget of \$45 million for the next three years
  - 13% of \$45 million for three years is \$5.85 million
- Estimated \$12.76 million for PM/CM Support Services for the Upcoming FY2016-2020 CIP/MM, The Next Three Years of QHP, and the Planning/Programing for the Airport Development Program.

**PM/CM APPROACH:**

The Authority's approach to managing its CIP/MMP program is to continue with a blended organization that integrates Authority staff and Consultant staff into a single high performing team while at the same time recognizing the contracting consultant relationship. The resulting structure provides a single point of accountability for project implementation from initiation, through design, construction, and delivery of completed projects.

Authority staffing levels are set to manage a baseline workload of typical airport improvement projects. Experienced aviation staff resources, are needed to assist Authority staff for management of project workload in excess of the baseline and to support projects requiring specialized subject matter expertise. The PM/CM Consultant ("Consultant") is contracted with to provide these resources on an "as-needed" basis.

During the next three-year period, the Authority will continue to implement the ongoing CIP/MMP program for development, maintenance, and operation of the existing airport facilities. It is anticipated that a number of the Consultant's staff will be assigned to the CIP/MMP Team responsible for management of the projects within these programs.

The CIP budget accounts for the costs for the following Program Management services including costs for Consultant's services:

- Program Management
- Construction Management
- Project Planning and Engineering
- Grant Assistance
- FAA Coordination
- Design Review
- Commissioning
- Environmental Analysis
- Scheduling
- Project Accounting
- Cost Estimating
- Project Reporting

**Page 5 of 10**

- Project Control
- Document Control
- Safety Program Administration
- Tenant Project Review
- Labor Compliance

**PM/CM SELECTION PROCESS:**

On November 20, 2014, a Request for Qualifications ("RFQ") was issued to obtain Statements of Qualifications ("SOQs") from qualified firms to provide program management and support services to the Authority.

On January 8, 2015, the Authority received six SOQs from prospective consultant firms. An Evaluation Panel ("Panel") was established which included the following key representatives from the Authority:

- President /CEO
- Vice President, Development
- Vice President, Finance/Treasurer, Business and Financial
- Vice President, Operations
- Director, Facilities Development Department
- Director, Airport Design and Construction Department
- TDP Program Director-Consultant, Airport Design Construction

The Panel conducted a thorough review of the SOQs and determined that three firms were uniquely qualified to perform the requested program management and support services.

The SOQ Scoring Criteria used to short-list qualified firms considered the Respondent's Program Manager's qualifications, project team and prior experience, organizational structure, proposed work plan, inclusionary approach/outreach efforts, and sustainability.

On January 28, 2015, the Panel interviewed and ranked the short-listed firms as follows:

1. AECOM Technical Services, Inc. (AECOM)
2. Faithful & Gould (SANGO Team)
3. Parsons (SAN Aviation Partners)

The Evaluation Criteria used to rank the qualified short-listed firms was based on the same criteria used for the SOQ Scoring.

<b>Firms</b>	<b>Panelist 1</b>	<b>Panelist 2</b>	<b>Panelist 3</b>	<b>Panelist 4</b>	<b>Panelist 5</b>	<b>Panelist 6</b>	<b>Panelist 7</b>	<b>Total</b>	<b>Rank</b>
AECOM	2	1	1	1	1	2	1	9	1
Faithful + Gould	1	2	3	2	3	1	3	15	2
Parsons	3	3	2	3	2	3	2	18	3

<b>Combined Scores</b>	<b>Program Manager</b>	<b>Project Team/Prior Experience</b>	<b>Organizational Structure</b>	<b>Work Plan</b>	<b>Inclusionary Approach/ Outreach</b>	<b>Sustain-ability</b>	<b>Total</b>
AECOM	520	1180	530	2030	750	570	5580
Faithful + Gould	560	1060	490	1820	795	550	5275
Parsons	470	1020	520	1575	690	440	4715

A brief background of these firms is provided below:

AECOM Technical Services, Inc. ("AECOM")

AECOM Technical Services, Inc. ("AECOM") is an organized publicly owned corporation, headquartered in Los Angeles, California. AECOM has more than 400 offices across the United States including five in San Diego and an additional 25 offices throughout Southern California. AECOM previously provided program management support services to the Authority from 2005 through 2014.

The Authority will benefit from the experience AECOM brings through managing over 25 airport improvement programs throughout the United States. AECOM has 100,000 employees company-wide, the industry's largest and most robust airport project planning and design delivery staff with in-house expertise to solve virtually any project delivery challenge that the Authority may encounter. AECOM can deliver airport project managers and subject matter experts within 72 hours of the request and can demobilize them immediately when the assignment is complete.

AECOM proposes to assign to the CIP and MMP Programs an experienced and seasoned Program Manager, Frank Devlin, with more than 34 years of project delivery experience of which 20 years has been dedicated to delivering airport projects using different methods of project delivery such as design-bid-build (DBB), design-build (DB) and construction manager-at-risk (CMAR). Frank is currently working on a \$650 million North Terminal Program at New Orleans' MSY airport. Frank will work collaboratively with the Authority staff, providing the combined experience in aviation program management, project delivery excellence, and successful team integration to ensure that all the Authority's project needs are met quickly, efficiently and cost-effectively.

AECOM has a local San Diego presence, currently employing more than 400 San Diego County residents, has achieved 80% local business participation during the past 10 years with the Authority, with 22% of the work going to DBE businesses and over 50% to the consulting community, bringing local subcontracting success to the Authority. AECOM has been recognized, both nationally and locally, for keen commitment to nurture and grow these businesses through the Small Business Administration National Award, Calmentor Outstanding Achievement Awards, and the Path to Partnership Consortium Award. AECOM will work with the Authority to continue this success and grow the local and small business enterprises.

#### SANGO ("Faithful & Gould")

The SANGO Team is a joint venture between Faithful & Gould, Atkins, and MARRS Services. The team was strategically established to combine the key strengths necessary to meet the Authority's expectations for staff augmentation.

The SANGO Team proposed a local team offering continuity by building on their experience at SDIA in order to mitigate inefficiencies and delays during the transition to the new program management team. The SANGO Team proposed working with the Authority to provide a smooth transition by:

- Accommodation/absorption of existing program management team members into the SANGO Team in close coordination with the Authority.
- Using their experience working at SAN and a thorough understanding of the staff augmentation role to provide individuals with the right skills sets, attitude and drive to be key contributing members of the team.
- Utilizing proven processes and past experience working through similar transition challenges.

The SANGO Team has recently demonstrated its ability to provide the highest level of continuity through similar transitions they led for Los Angeles World Airports and the US Navy BRAC San Diego Program Management technical support for environmental cleanup and remediation. Also, the SANGO Team has successfully performed similar staff augmentation roles at other aviation facilities, both nationally and worldwide, and proposed to smoothly integrate with the Authority to meet specific needs and the unique expectations of this role.

The SANGO Team's proposed leadership is Program Manager, Darin Larson, who has 20 years of experience in a variety of key program management roles. Mr. Larson has managed a number of capital improvement and maintenance programs at commercial airports, including the \$800 million Airfield Expansion Program at Ft. Lauderdale-Hollywood International Airport and the \$8 billion King Abdulaziz International Airport in Jeddah.

SAN Aviation Partners ("Parsons")

SAN Aviation Partners is a Joint Venture comprised of Parsons Transportation Group, Inc. (Parsons) and Abadjis Systems, Ltd. (ASL). This Joint Venture was formed to assist the Authority to achieve its mission by providing quality Program Management, Staffing Support and Consulting Services. Their team members have worked together at various airports around the country, including SDIA, for more than 20 years. This long-standing relationship allows them to act together as one team that will integrate seamlessly with the Authority staff. As a result of this relationship, they state that their team has the strength and cohesion that is time tested and is eager to provide the Authority with safe, effective facilities that serve the needs of the region.

Parsons is an industry leader providing premier technical, engineering, construction, and management support throughout the world to federal, regional, and local government agencies, as well as private industries. Parsons accepts the toughest technical, managerial, and logistical challenges, and they deliver world-class solutions to their diverse customers. Parsons' headquarters is located in Pasadena, CA, and has a 68-person office in San Diego, CA. Parsons served SDIA between 1995 and 2006 in the role of Program Manager/Construction Manager (PM/CM).

ASL is a small local business founded in 1991 in San Diego, California, and headquartered in Bonita, California, to provide program management services to the aviation community. Since 1995, ASL has continually provided program management services to the San Diego Port District and the Authority, from its first assignment as Program Manager for the Terminal 1 (East Terminal) Airlines Reallocation Program and Airlines' Technical Representative to its current assignment, providing Program Management Services for Authority CIP and MMP programs.

SAN Aviation Partners designates Gregory Blasic, as Program Manager. Greg has more than 33 years of experience in planning, design, and construction of projects for the building and aviation industries, including more than 27 years exclusively at domestic and international airports providing program, project, and construction management services. His experience includes 11 years with SDIA providing program management staff augmentation services in an integrated team environment. Greg worked closely with Authority staff to develop and implement the first high-performing integrated Authority-Consultant team in 1998.

Greg's aviation-specific project management experience includes the "cradle to grave" delivery of construction projects of complex terminal building facilities; airside (runways, taxiways, and aprons); landside (surface roadways, elevated roadways, parking lots, and parking structures); and cogeneration plants utilizing various types of project delivery methods, including design-bid-build, design-build, and Construction Manager at Risk, as well as variations of these methods to meet the unique requirements of the projects.

CONCLUSION/NEXT STEPS:

Staff recommends that the Board approve and authorize the President/CEO to negotiate and execute a Program Management and Support Services Agreement with AECOM Technical Services, Inc., for a term of three years, with the option for two one-year extensions, in an amount not-to-exceed \$60,000,000, in support of the Capital Improvement and Major Maintenance Programs, at the San Diego International Airport.

In order to execute a Program Management and Support Services Agreement with the top ranked firm, Staff will negotiate the scope of work and billing rates. Authority Staff will ensure that rates for each specific service under the agreement meet industry standards (at a minimum). If Staff cannot reach an agreement with the top ranked firm, Staff will then enter into negotiations with the next ranked firm. Under the proposed resolution, the President/CEO would then have the authority to award an agreement to the next ranked firm SANGO (Faithful + Gould) and establish an agreement with that firm.

Once a Program Management and Support Services Agreement has been executed with the successful firm, the Authority will work with that firm to add sub-consultants, based on the Authority's staffing needs for additional expertise. In the selection of those sub-consultants, the Authority will work to maximize opportunities for small, local, and service disabled owned businesses.

**Fiscal Impact:**

Adequate funds for the Program Management Services Agreement is included with the Board approved FY2015-2019 Capital Program Budget and adopted FY2015 and conceptually approved FY2016 Operating Expense Budgets within the Services – Other Professional line item. Sources of funding will depend on the project(s) utilizing the services and include, but are not limited to, Airport Revenue Bonds, Passenger Facility Charges, Customer Facility Charges, Airport Cash, Special Facility Bonds, short-term borrowing using the Revolving Line of Credit and Federal Entitlement and Discretionary Grants.

**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.

No preferences were applied to the award of the On-Call Program Management and Support Services Agreement with AECOM Technical Services, Inc., however AECOM Technical Services, Inc. has committed to working with the Airport Authority to maximize participation by small, local and historically underrepresented businesses on this contract. They proposed an aggressive Outreach and Subcontracting Approach (OSA) and Inclusionary Development Plan (IDP) which delineates how they plan to exceed the current program's 30% small business and 60% local business participation.

**Prepared by:**

IRAJ GHAEMI  
DIRECTOR, FACILITIES DEVELOPMENT

RESOLUTION NO. 2015-0020

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE A PROGRAM MANAGEMENT AND SUPPORT SERVICES AGREEMENT WITH AECOM TECHNICAL SERVICES, INC., FOR A TERM OF THREE YEARS, WITH THE OPTION FOR TWO ONE-YEAR EXTENSIONS, IN AN AMOUNT NOT-TO-EXCEED \$60,000,000, IN SUPPORT OF THE CAPITAL IMPROVEMENT AND MAJOR MAINTENANCE PROGRAMS, AT THE SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, the San Diego County Regional Airport Authority ("Authority"), in support of its Capital Improvement ("CIP") and Major Maintenance Program, ("MMP") has continually retained the services of consultants to perform specialized and extensive architectural and engineering support services using multi-year program management and support services agreements; and

WHEREAS, the use of program management and support services agreements has been the primary method of receiving these specialized services to support the Board's approved CIP and MMP since the Authority's inception in January 2003; and

WHEREAS, the ability to mobilize and demobilize consultants and their employees when needed, based on the CIP/MMP program demands, is a cost effective and expedient (time sensitive) approach for implementing the CIP/MMP, maintaining flexibility, and optimizing use of resources for accelerated project delivery; and

WHEREAS, the Authority staff utilizes a "state-of-the-art" Program Control System (PCS) that enables staff to manage and monitor the scope, budget, and schedule of the CIP/MMP closely; and

WHEREAS, the PCS provides an integrated, fully personnel loaded schedule which is linked with the scope of work and project budget for each project; and

WHEREAS, the PCS helps staff identify the program/project staffing needs, integrates this information into the schedule, and provides for timely mobilization and demobilization of team members; and

WHEREAS, Authority staff proactively monitors staffing needs and identifies those positions that should be performed by an Authority employee rather than a consultant using the consultant's employees; and

WHEREAS, a cost/benefit analysis is periodically conducted regarding the hiring of Authority employees versus the use of consultants to perform program management services; and

WHEREAS, hiring individuals as full-time Authority employees to perform program management services potentially commits the Authority to the long term cost of salary, benefits, overhead, burden, and retirement benefits; and

WHEREAS, many of the varied skill sets needed to support the CIP/MMP are short term and periodic; and

WHEREAS, these needs do not justify hiring full-time employees and using on-call consultants is the most cost effective approach in meeting these needs; and

WHEREAS, on November 20, 2014, a Request for Qualifications ("RFQ") was issued to obtain Statements of Qualifications ("SOQs") from qualified firms to provide program management and support services to the Authority; and

WHEREAS, on January 8, 2015, the Authority received six SOQs from prospective consultant firms; and

WHEREAS, an Evaluation Panel ("Panel") was established which included key representatives from the Authority's Development Division and Executive Team; and

WHEREAS, the Panel conducted a thorough review of the SOQs and determined that three firms were uniquely and best qualified to perform the requested program management and support services; and

WHEREAS, on January 28, 2015, the Panel interviewed and ranked the three short-listed firms; and

WHEREAS, the top three short-listed firms selected by the Panel were AECOM Technical Services, Inc. ("AECOM"), SANGO (Faithful + Gould), and SAN Aviation Partners ("Parsons"); and

WHEREAS, AECOM was the highest ranked firm followed by Faithful + Gould and the third-ranked firm was Parsons.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to negotiate and execute a Program Management and Support Services Agreement ("Agreement") with AECOM Technical Services, Inc., for a term of three years, with the option for two one-year extensions, in an amount not-to-exceed \$60,000,000, in support of the Capital Improvement and Major Maintenance Programs, at the San Diego International Airport; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the President/CEO to negotiate the scope of work and billing rates to be included in the Agreement and approve the sub-consultants who will perform work under the Agreement; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the President/CEO to award, negotiate and execute an Agreement with the next ranked firm SANGO (Faithful + Gould) in the event that negotiations are unsuccessful with AECOM; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the President/CEO to negotiate the scope of work and billing rates and approve the sub-consultants who will perform work under an Agreement with SANGO (Faithful + Gould) in the event that negotiations are unsuccessful with AECOM; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 19<sup>th</sup> day of March, 2015, 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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BRETON K. LOBNER  
GENERAL COUNSEL

000062

# Approve and Authorize the President/CEO to Execute a Program Management and Support Services Agreement



San Diego County Regional Airport Authority  
Board Meeting  
March 19, 2015

# Concept of Program Management

- Maintain Authority Core Staff
- Provide Staff Augmentation on an “as-needed basis”
  - Maximum Staffing Flexibility
  - Ability to Mobilize and Demobilize Consultants Based on Demand
- Provides Immediate Access to:
  - Highly Skilled
  - Specialized Consultants
  - Access to Diverse Technical Resources

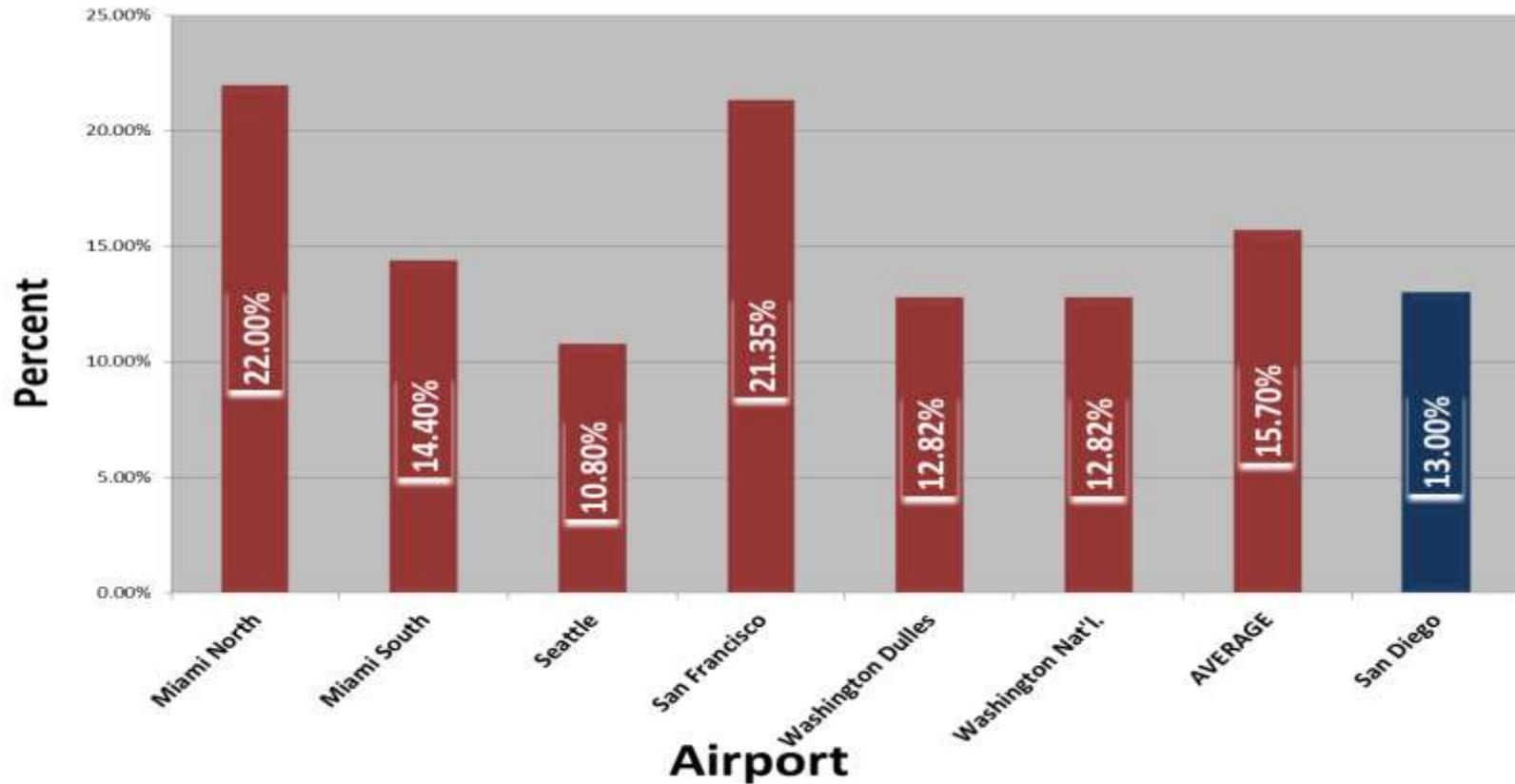
# Concept of Program Management(Cont.)

- The Program Control System (PCS) Monitors:
  - The Scope, Budget, and Schedule
  - Fully Manpowered Loaded Schedule Linked to the Scope and Budget
  - Timely Mobilization and Demobilization of Program/Project Staff
- Providing Reports in Support of the Program Oversight
- Identifying Positions That Need to be Filled by Authority's Staff
- Cost Benefit of Hiring Full-time Authority Staff vs. Utilizing PM/CM Consultants
- The Funding for the PM/CM Consultant is in the Board Approved CIP Budget

# Concept of Program Management(Cont.)

- The Control of the Authorized Budget for the PM/CM Remains With Authority Staff, and the Agreement With the Consultant Does not Commit the Expenditure of the Funds.
- As the Need for the Consultant's Staff Arises:
  - The Authority will inform the consultant of its staffing requirement
  - The Consultant (prime & sub-consultants) will provide resumes of the candidates that meet the requirement
  - The Authority will select the most qualified candidate
  - The Authority will negotiate with the consultant the selected candidate rate
  - The Authority will issue a personnel authorization to the consultant to mobilize the selected candidate
- The Authority Reviews and Approves Consultant's Timesheet
- As the Need for the Consultant's Staff is Diminished:
  - The Authority will Inform the Consultant to Demobilize the Staff

### PM/CM % of Program



# Authority Program Management History

- 1998 to 2015
  - San Diego Unified Port District Started the use of Program Management Services in Support of the Airport's CIP Program in 1998
  - Use Single Program Management Company (1998-2012)
  - Use Multiple (3) Program Management Firms (2012-Present)
    - FY 2013-2017 Board Approved CIP Program Budget Combined With the QHP Five Year Budget was \$688 M
    - The Board Approved \$688 M Budget Included the 13% Funding for the PM/CM
    - Five Year PM/CM Budget (13% Of \$688 M) was \$90 M
    - First Three Years PM/CM Budget was \$54 M

# Authority Program Management History(Cont.)

- On May 3, 2012, the Board Authorized the President/CEO to Award Three Program Management and Support Services Agreements; Each With a Term of Three Years With Options for Two One-Year Extensions:
  - Abadjis Systems, Ltd.
    - Not-to Exceed Value of \$18 M for the First Three Years
  - Kimley-Horn and Associates, Inc.
    - Not-to Exceed Value of \$18 M for the First Three Years
  - Jacobs Project Management, Inc.
    - Not-to Exceed Value of \$18 M for the First Three Years

# Authority Program Management History(Cont.)

- The PM/CM Expenditure May 2012- December 2014

Prime Consultant	Total Agreement Amount	Expenditure Prime Consultant	Expenditure Sub-Consultant	Total Expenditure	Total Remaining Balance
Abadjis Systems, Ltd.,	<b>\$18,000,000</b>	\$10,718,600	\$5,341,349	\$16,059,949	\$1,940,051
Jacobs Project Management Co.	<b>\$18,000,000</b>	\$3,599,384	\$8,378,359	\$11,977,743	\$6,022,257
Kimley-Horn and Associates, Inc.	<b>\$18,000,000</b>	\$6,475,295	\$8,736,880	\$15,212,175	\$2,787,825
<b>Total</b>	<b>\$54,000,000</b>	\$20,793,279	\$22,456,588	\$43,249,867	\$10,750,133

# Inclusionary Approach

- Selecting The Prime Consultant Only
  - Develop Collaborative Inclusionary Plan
  - Aggressive Outreach Plan for Sub-consultants
- Maximizing Participation of:
  - Small
  - Local
  - Historically Underrepresented
  - Disadvantage Business Enterprise (DBE)

# Authority Program Management Moving Forward

- 2015 Forward
  - Single PM/CM Firm:
    - Active Participation of Small, Disadvantage, and Local Businesses
    - Reduce Oversight and Management Costs
    - Focused Accountability
    - Synergetic Working Environment
    - Use of Pre-Approved Standard Rates
    - Create a Positive/Fair Competition Between the Prime and the Sub-Consultants

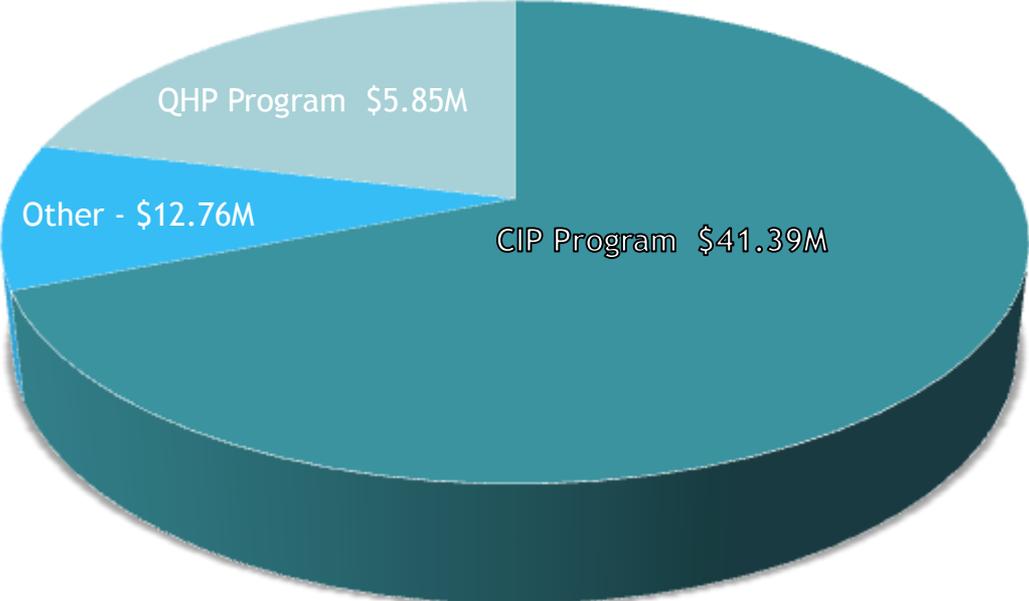
# Staff Augmentation Examples

- Program Managers
- Project Managers
- Construction Managers
- Project Engineers and Architects
- Program Control and Reporting Specialists
- Communication/IT Systems Specialists
- Jetway Specialists
- Security System Specialists
- Baggage Handling System Specialists
- Cost Estimators
- Schedulers
- Accounting Specialists
- Document Control Specialists
- Inspectors

# Projected Program Management Budget Requirements

- Five Year Board Approved FY2015-2019 Capital Improvement Program (CIP) Budget \$530.64 Million
  - Budget for PM/CM Services for the First three years at 13% of CIP Budget
  - $(13\% \times \$530.64 \text{ Million}) / 5 \times 3 = \$41.39 \text{ Million}$
- Annual Board Authorized Quieter Home Program (QHP) Budget \$15 Million per Year
  - Budget for PM/CM Services for the First three years at 13% of QHP Budget per Year
  - $(13\% \times \$15 \text{ Million}) \times 3 = \$5.85 \text{ Million}$
- Programing and Other Support Budget \$12.76 Million
  - New Capital Improvement Program (2016-2020)
  - Major Maintenance Program
  - Support for Planning and Programing of the Airport Development Program

# Program Management Budget for 3 Years \$60 M



The \$60 M is a Budgeted Not-to-Exceed Cost Estimate, and not a Commitment to the PM/CM Consultants

# Program Management Selection Process

- Request For Qualifications (RFQ)
- 3 Year Contract with 2 One-year Options
- 6 Proposals Received
- 2 Step Process: Short-list and Interviews
- Selected 3 Firms for Interviews
- Rank the Top 3 Firms

# RFQ Evaluation Panel

## Seven Panelists:

- President/CEO
- Vice President, Development
- Vice President, Finance/Treasurer, Business Financial
- Vice President, Operations
- Director, Facilities Development Department
- Director, Airport Design and Construction
- TDP Program Director-Consultant, Airport Design and Construction

# RFQ - Evaluation Criteria

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Panelist 6	Panelist 7	Total	Rank
AECOM	2	1	1	1	1	2	1	9	1
SANGO Faithful + Gould	1	2	3	2	3	1	3	15	2
Parsons	3	3	2	3	2	3	2	18	3

Combined Scores	Program Manager	Project Team/Prior Experience	Organizational Structure	Work Plan	Inclusionary Approach/ Outreach	Sustain- ability	Total
AECOM	520	1180	530	2030	750	570	5580
SANGO Faithful + Gould	560	1060	490	1820	795	550	5275
Parsons	470	1020	520	1575	690	440	4715

# Staff Recommendations for Board Action

- Authorize President/CEO to Negotiate and Execute a Program Management and Support Services Agreement with AECOM Technical Services, Inc., for a Term of Three Years, With the Option for Two One-Year Extensions, In an Amount Not-to-Exceed \$60,000,000 in Support of the Capital Improvement and Major Maintenance Programs at the San Diego International Airport
- Authorize President/CEO to Negotiate, Award, and Execute an Agreement with the Next Ranked Firm, SANGO (Faithful + Gould) in the Event that Negotiations are Unsuccessful with AECOM.



Questions

???

Item 8

# Discussion Regarding the Parameters for the Fiscal Year 2016 and Fiscal Year 2017 Operating Budgets



**SAN DIEGO**  
INTERNATIONAL AIRPORT  
LET'S GO.

Presented by:  
Scott Brickner, Vice President  
*Finance & Asset Management/Treasurer*

March 19, 2015



# AGENDA

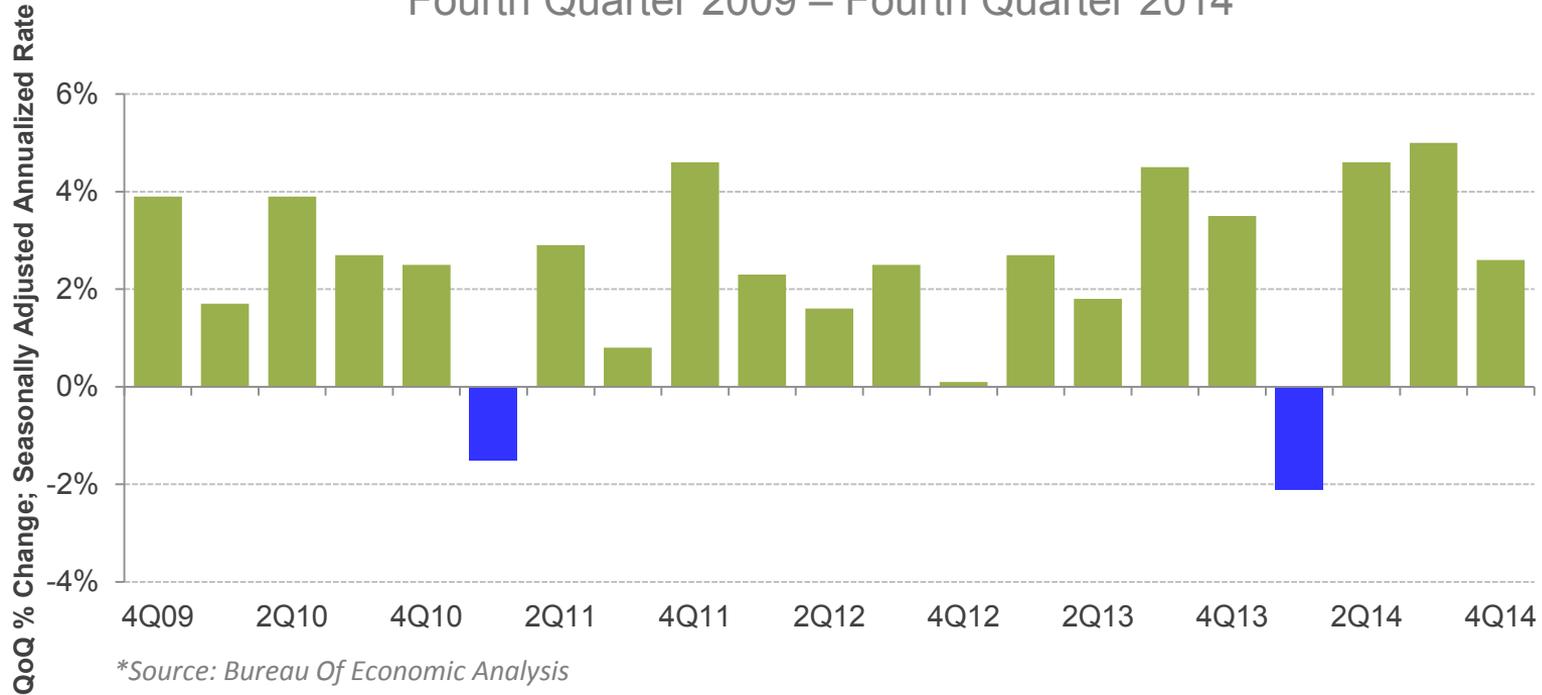
1. Economic Update
2. Moody's Report
3. Budget Objectives
4. Authority Financial Snapshot
5. Budget Challenges
6. Budget Guidelines
7. Budget Calendar



# Economic Update

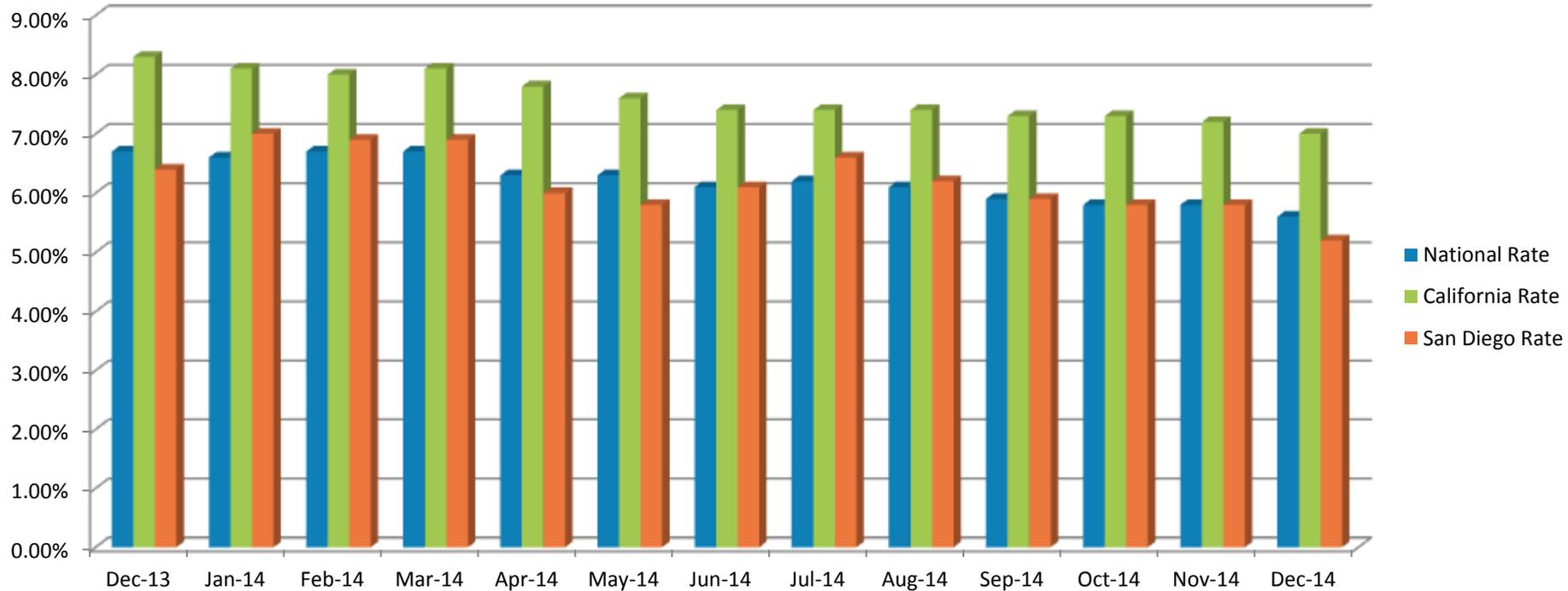
# GDP Continues to Grow in 2014

U.S. Gross Domestic Product (QoQ)  
Fourth Quarter 2009 – Fourth Quarter 2014



# Unemployment Continues a Steady Decline

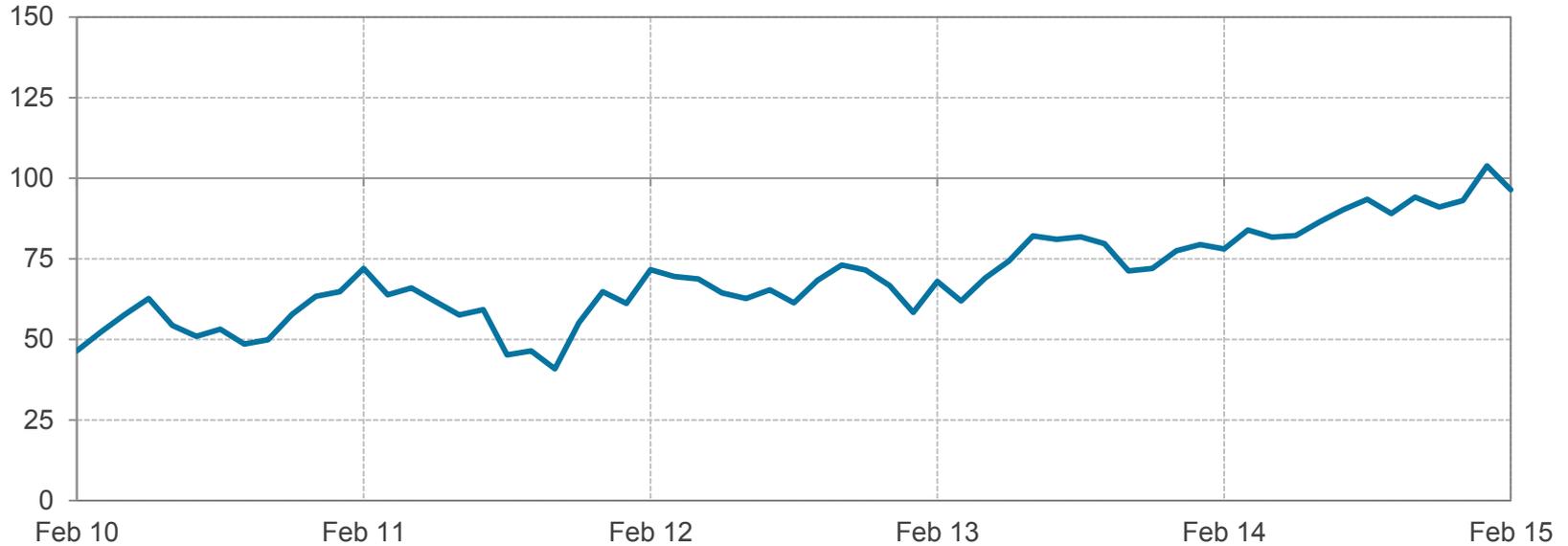
Unemployment Rates  
December 2013 – December 2014



\*Source: US Dept of Labor, CA EDD

# Consumer Confidence Increasing

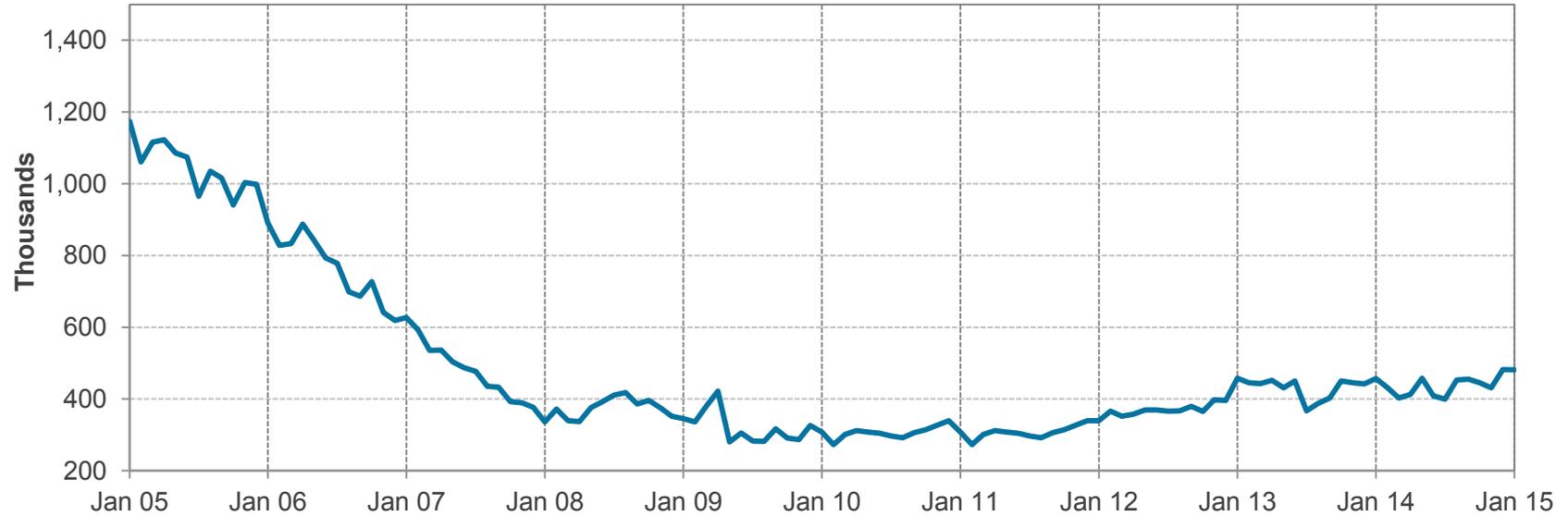
Consumer Confidence Index  
February 2010 – February 2015



*\*Source: Conference Board*

# New Home Sales Growth Still Slow

U.S. New Home Sales (MoM)  
January 2005 – January 2015



*\*Source: Census Bureau*

# Oil Prices Plummet

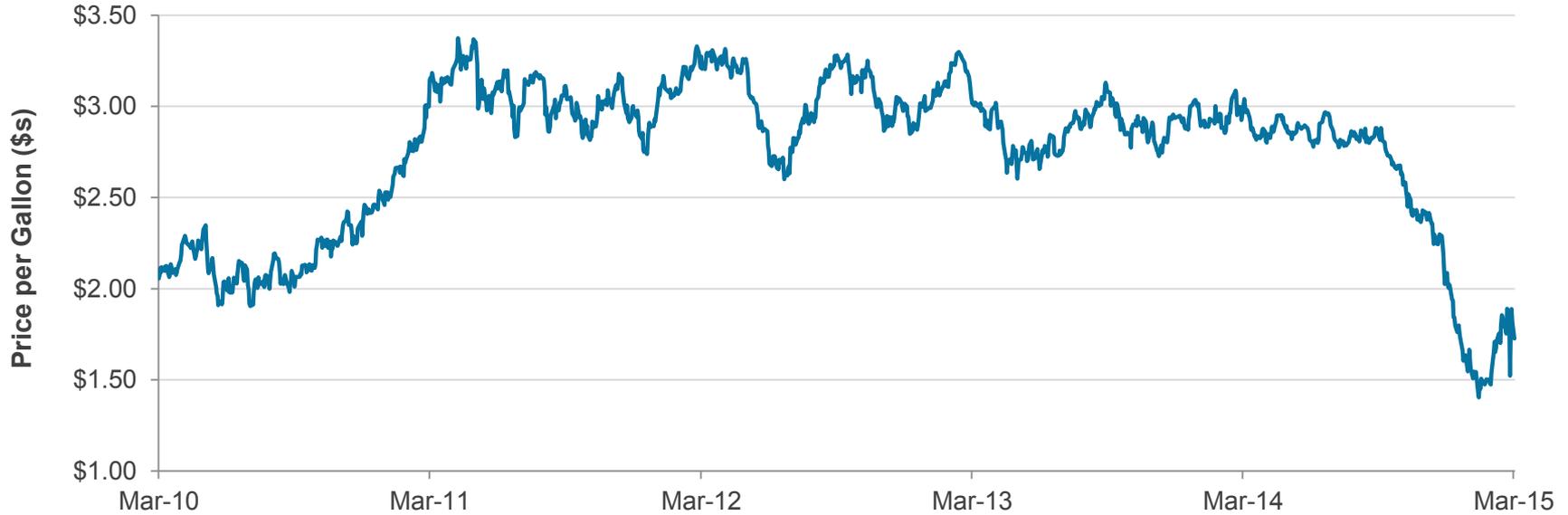
West Texas Intermediate Oil Price Per Barrel (WTI Spot)  
March 3, 2010 – March 2, 2015



*\*Source: U.S. Energy Information Administration (EIA)*

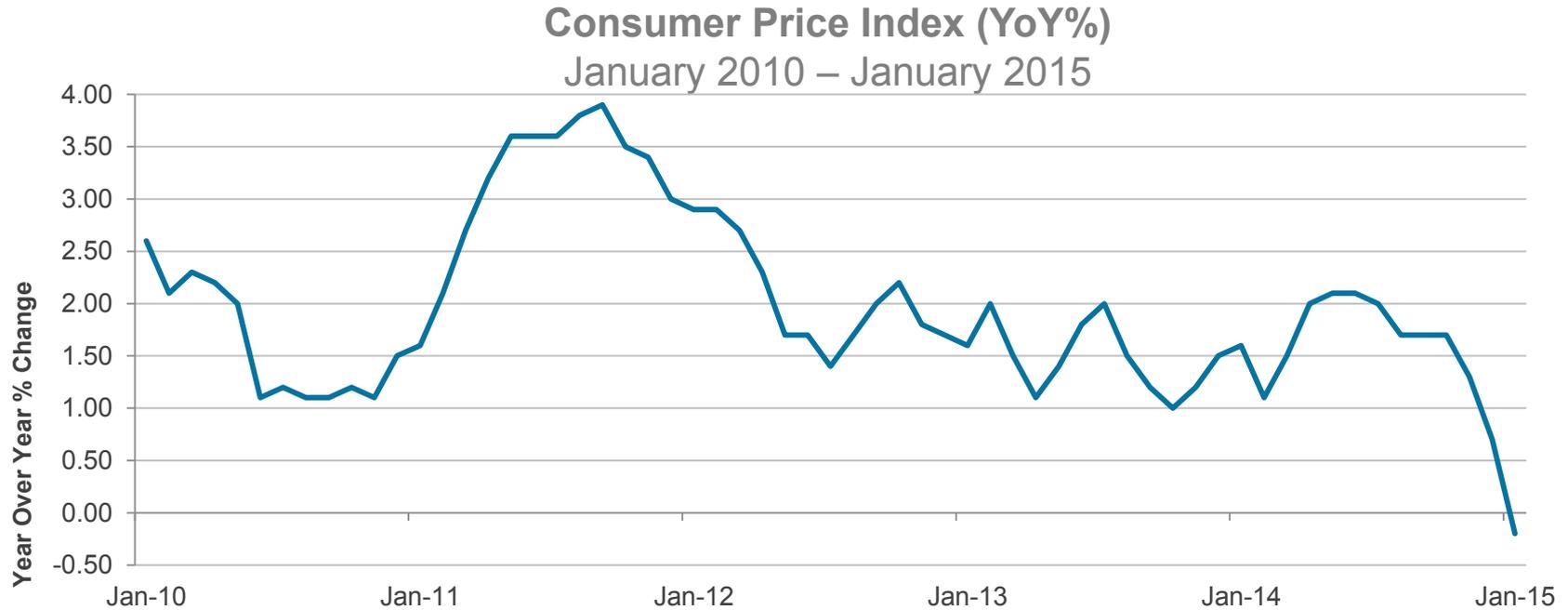
# Jet Fuel Prices Lowest Since 2009

U.S. Gulf Coast Kerosene-Type Jet Fuel Spot Price FOB  
March 1, 2010 – March 2, 2015



\*Source: U.S. Energy Information Administration (EIA)

# Consumer Price Index Trending Lower



*\*Source: Bureau Of Economic Analysis*

# Equity Markets Show Growth, Recent Volatility

Dow Jones Industrial Average and S&P 500 Indices  
March 1, 2010 – March 4, 2015



\*Source: Bloomberg

# Interest Rates Still Very Attractive

2-, 10- and 30-year U.S. Treasury Yields  
March 1, 2014 – March 4, 2015



*\*Source: Bloomberg*



# Moody's Report

# Moody's U.S. Airports 2015 Outlook

*Improved from **Stable** to **Positive***

## Key drivers are:

- Growth in the U.S. economy
- More seat capacity on US airlines
- More domestic travel
- Growth in enplanements
- More parking and concession fees

*\*Source: Moody's Investors Service*



# Budget Objectives

# Budget Objectives

The Authority is committed to remaining a sustainable enterprise and ensure its financial resilience through the following budget objectives:

- Enhance Revenue
- Contain/Reduce Costs
- Maintain Current Bond Rating (A+)
- Continue Positioning the Authority for Implementation of a Sustainable Long Term Capital Plan (including ADP)
- Ensure Adequate Funding for Safety & Security
- Address Regulatory, Legal & Contractual Requirements

# Budget Objectives cont.

- **Address Maintenance Needs of New and Aging Facilities**
- **Enhance Staff Performance, Commitment, Capacity, and Efficiency**
- **Continue to Serve the Region with a High Level of Trust, Responsiveness and Customer Service**
- **Promote New Domestic and International Air Service**



# Authority Financial Snapshot

# Debt Profile

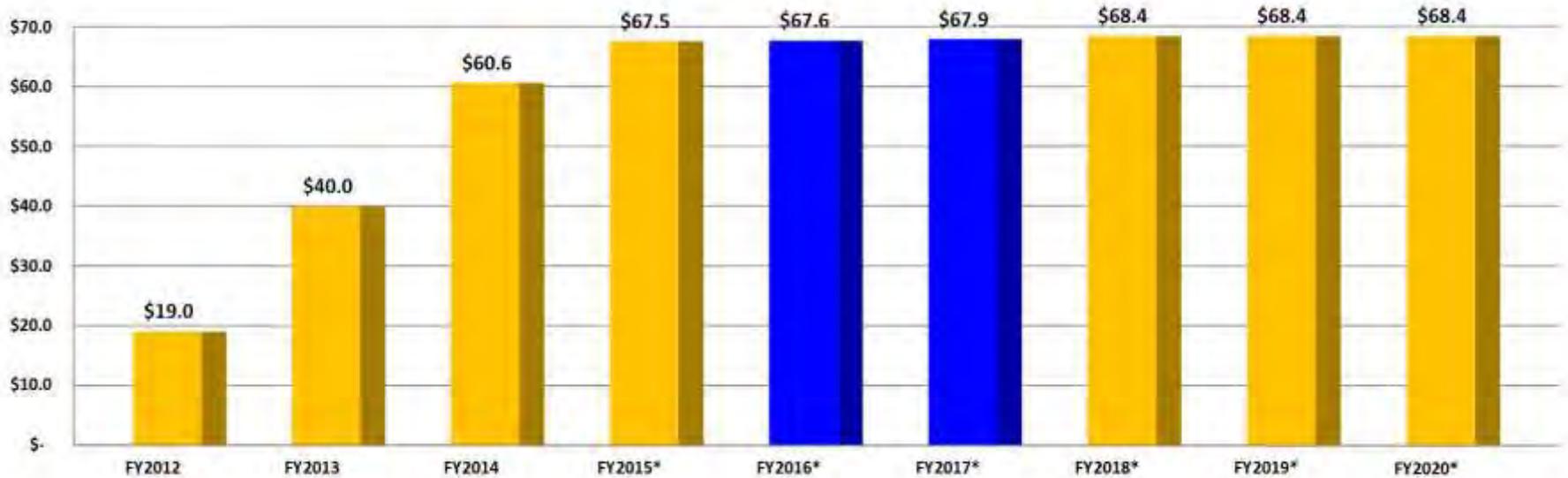
Series	Lien	Par (\$M)	Fiscal Year	Coupons	Tax Status
<b>General Airport Revenue Bonds (GARB) and Variable Debt</b>					
Revolving Line of Credit	Subordinate	\$44.9	2013-2030	Variable <sup>1</sup>	AMT/Taxable
2010A	Subordinate	\$308.4	2014-2040	4.00-5.00%	Non-AMT
2010B	Subordinate	\$40.3	2013-2040	3.00-5.00%	Non-AMT
2010C	Subordinate	\$215.4	2031-2040	6.628% <sup>2</sup>	TX BABs
2013A	Senior	\$107.2	2015-2043	3.00-5.00%	Non-AMT
2013B	Senior	\$272.3	2015-2043	3.00-5.00%	AMT
<b>Total</b>		<b>\$988.5</b>			
<b>Special Facilities Bond</b>					
2014A	Senior	\$29.4	2044	5.00%	Non-AMT
2014B	Senior	\$275.9	2018-2043	2.54%-5.59%	Taxable
<b>Total</b>		<b>\$305.3</b>			

<sup>1</sup> Currently rate is between 0.55% and 0.77%

<sup>2</sup> 4.4475% net of the expected Federal BABs subsidy

# GARB Debt Service

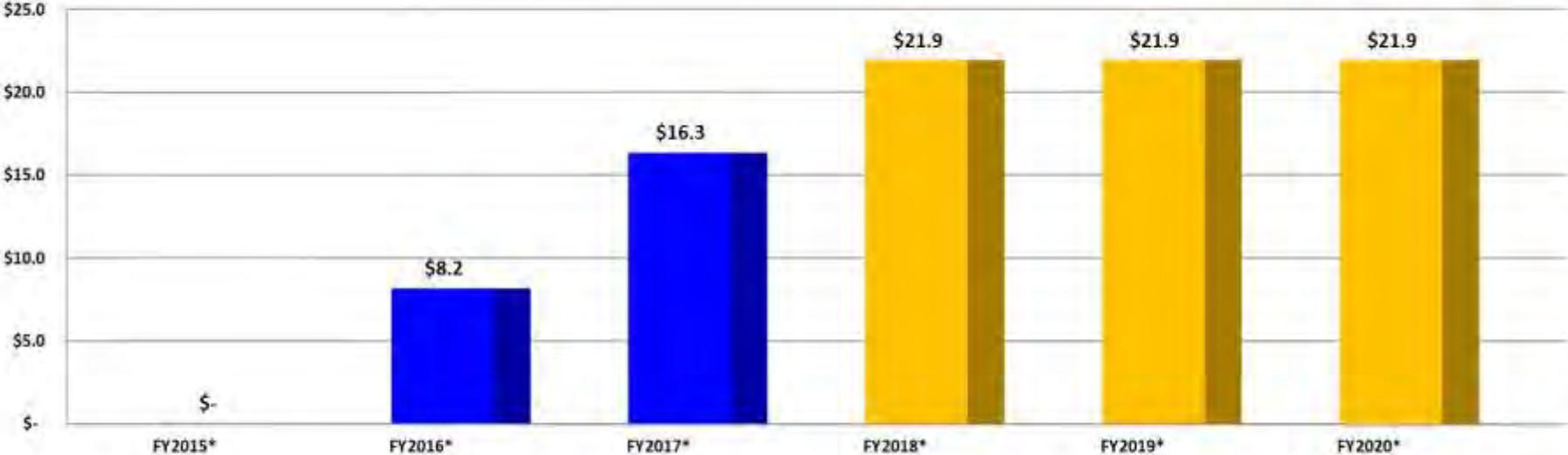
(in millions)



*\*Projected FY2015-2020*

# Special Facilities Debt Service

(in millions)



\*Projected FY2015-2020

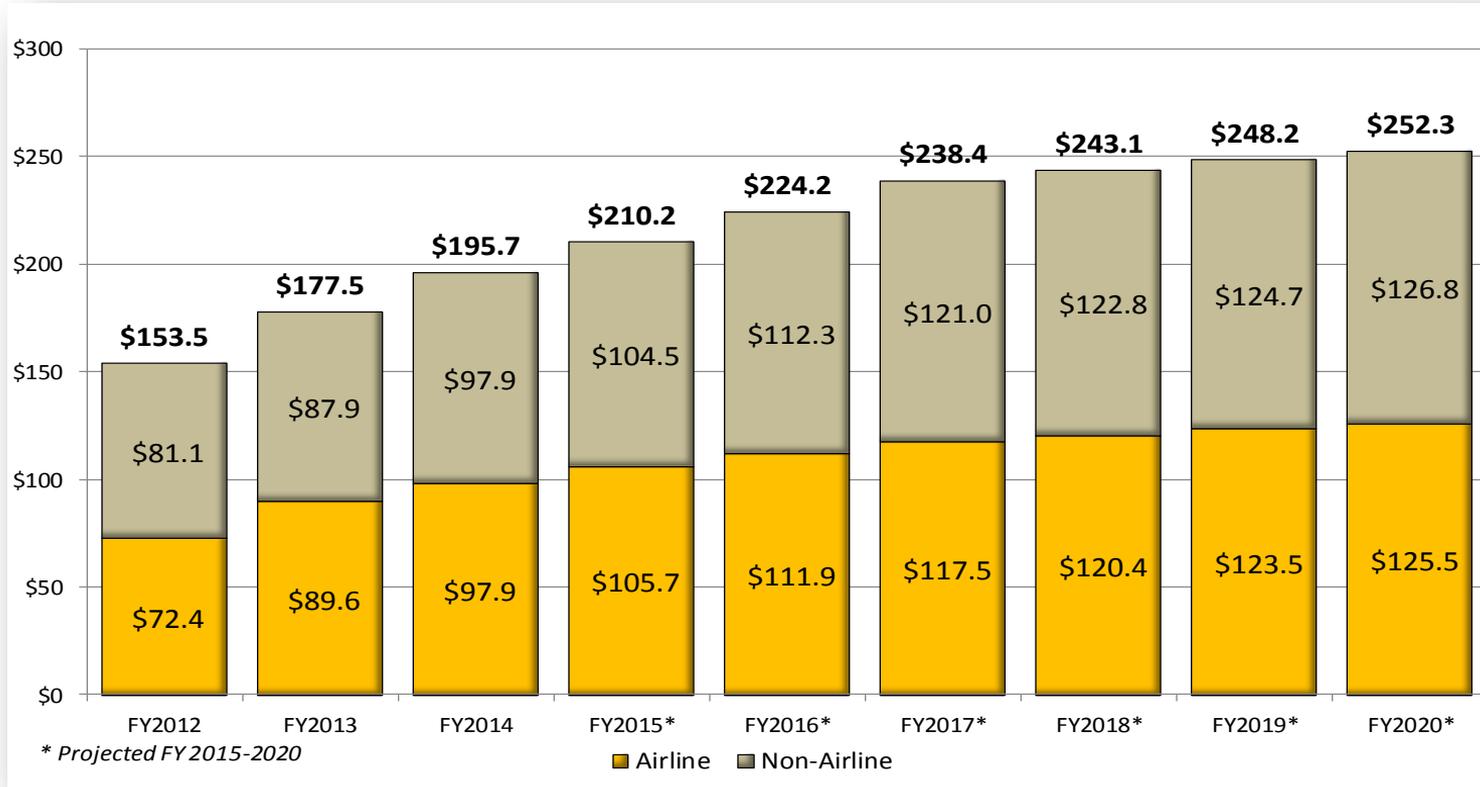
# Enplanements Forecast

Fiscal Year	Enplanements (000's)	Growth Rate	FAA Growth Rate
FY2010	8,454		
FY2011	8,441	-0.2%	
FY2012	8,575	1.6%	
FY2013	8,738	1.9%	
FY2014	9,082	3.9%	
FY2015*	9,549	5.1%	3.4%
<b>FY2016*</b>	<b>9,712</b>	<b>1.7%</b>	<b>3.2%</b>
<b>FY2017*</b>	<b>9,877</b>	<b>1.7%</b>	<b>3.0%</b>
FY2018*	10,005	1.3%	2.9%
FY2019*	10,135	1.3%	2.5%
FY2020*	10,257	1.2%	2.2%

\*Projected FY2015-2020

# Total Operating Revenue

(in Millions)



# Revenue Assumptions

## Enplanements

- FY2016 enplanements increase 1.7% vs. FY2015 Forecast
- FY2017 enplanements increase 1.7% vs. FY2016 Forecast

## Airline Revenue- recovery methodology remains the same as FY2015 budget

<u>Fiscal Year</u>	<u>Terminal</u>	<u>Security</u>	<u>Airfield</u>	<u>CUPPS</u>
FY2016	70%	95%	100%	100%
FY2017	70%	95%	100%	100%

## Concessions Development Program

- FY2016-2017 revenue estimates reflect current Sales Per Enplanement rate which is higher than budgeted in FY2015

## Car Rental License Fees

- FY2016-2017 estimates increased due to increase in enplanements.

# Revenue Assumptions cont.

## Parking Revenue

- Parking Plaza construction begins last 5 months of FY2016, and continues through all of FY2017.
- Assumes a drop in T2 parking activity due to construction.
- Valet revenue will increase during construction.
- Scheduled FY2017 Parking Rate increase for Short-Term lots and Valet.

## Ground Rentals

- Rental Car Center (RCC) opens January 2016 (FY2016).
- Vehicle storage revenue ceases once RCC opens.

# Revenue Assumptions cont.

## Ground Transportation

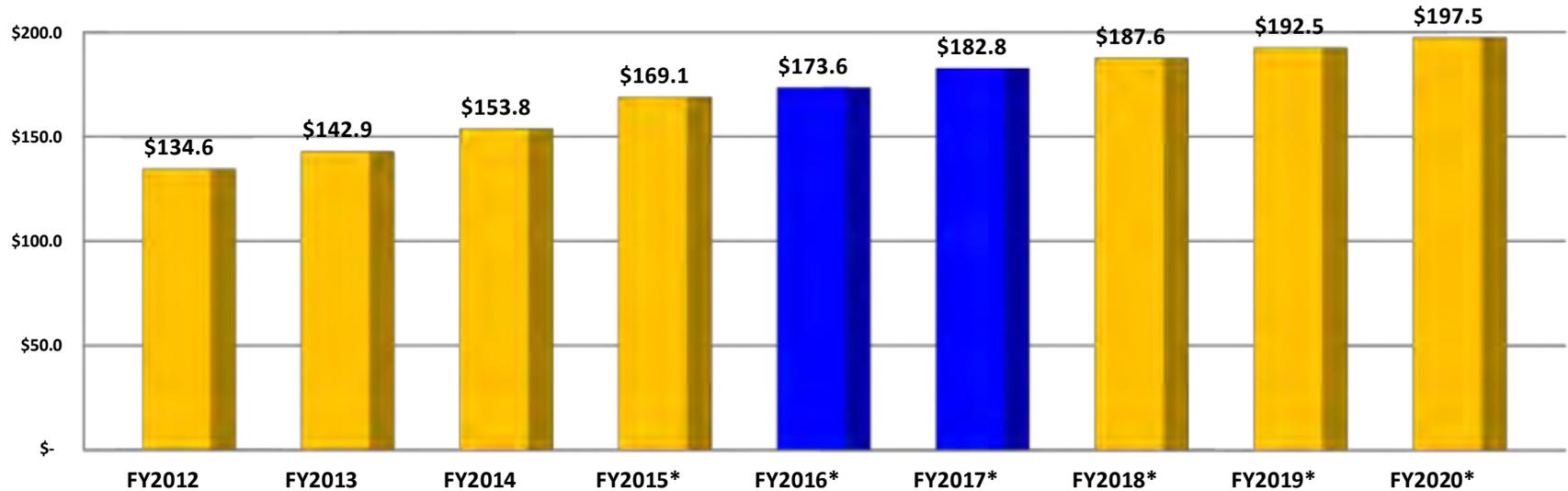
- FY2016 Cost recovery fee calculated based on FY2016 budgeted Ground Transportation expenses.
- Ground Transportation fees are established for the next three years.
- New incentive program offering higher incentive - 25% discount for all converted vehicles and additional 25% discount in FY2016 for conversions between September 1, 2014 and June 30, 2016.

## Non-operating Revenue: Customer Facility Charges (CFC)

- CFC increases from \$7.50 per day to \$9.00 per day in January 2017.

# Total Expenses (w/o Debt Service)

(in millions)



\* Projected FY2015-2020

# Expense Assumptions

## Personnel

### Salary and Wages

- FY2016-2017 includes same assumptions as approved in FY2016 conceptual budget
- Pay-for-performance
- Contractually required union increases

### Health and Dental Benefits

- Health: FY2016-2017 budget 9.0% renewal rate
- Dental: FY2016-2017 budget 6.0% renewal rate

### Retirement Benefits

- FY2016 proposed budget actuarial rate 12.7% vs. FY2016 conceptual budget rate of 14.8%
- FY2017 proposed budget actuarial rate 14.0% vs. FY2016 proposed budget rate 12.7%

# Expense Assumptions cont.

## Non- Personnel

- Increase in Utilities (Gas & Electric)- \$3.5 M increase vs. FY2015 budget due to opening of Rental Car Center (recoverable) and 10% increase from current rates.
- Increase in Harbor police costs due to increase in rates- \$340K increase vs. FY2015 budget.
- Rental Car Center (RCC) Busing costs- \$2.8M in FY2016 (paid with CFCs).
- Parking credit card fees- \$640K in FY2016 due to billing changes, prior was netted against parking revenue.



# Budget Challenges

# FY2016 - FY2017 Challenges

Identify New  
Revenue  
Opportunities

Increase in  
Utility Cost

Parking Plaza  
Construction

Significant  
Debt Service

Rental Car  
Center  
Opening  
In January  
2016

Aging  
Infrastructure



# Budget Guidelines

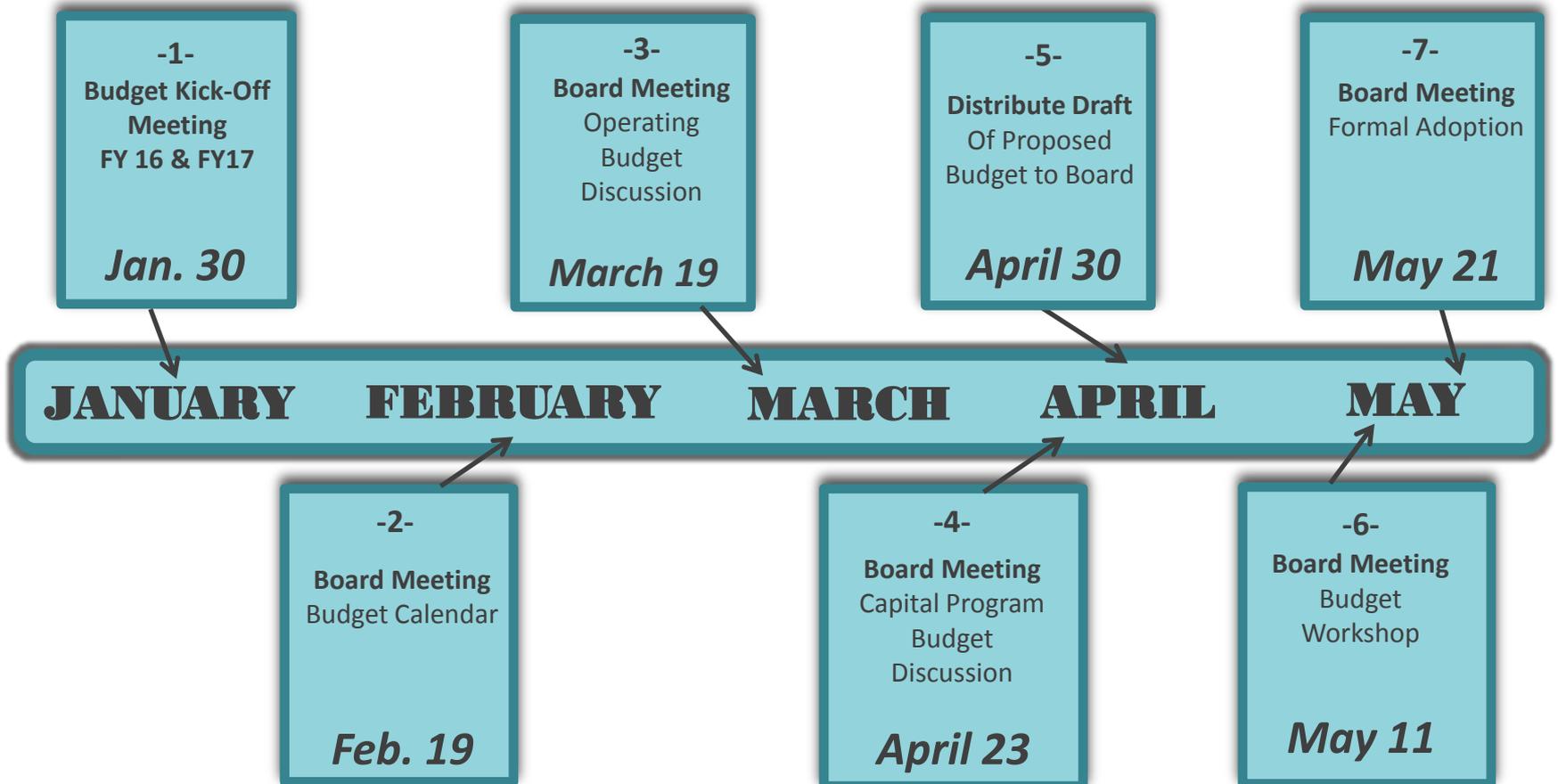
# FY2016 - FY2017 Budget Guidelines

1. The 5 Organizational Strategies remain the same
2. Personnel Expenses: FY16 – 17 Budget – New positions must be justified
3. Non-Personnel Expenses:
  - FY16 Budget flat to FY16 Conceptual Budget  
(except for Rental Car Center busing, Utilities & Parking credit card fees)
  - FY17 Budget – 2% justified increase vs. FY16 Budget  
(except for Rental Car Center busing & Utilities)
4. Provide / Develop new or enhanced revenues



# Budget Calendar

# TIMELINE of KEY DATES



# Questions?





**SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY**

Meeting Date: **MARCH 19, 2015**

**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 2014-2015 Budget.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

- A. This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
  
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

TONY RUSSELL  
DIRECTOR, CORPORATE & INFORMATION GOVERNANCE/AUTHORITY CLERK

# **TRAVEL REQUESTS**

**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: C. 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: 2/19/15 PLANNED DATE OF DEPARTURE/RETURN: 4/11/15 / 4/14/15

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

Destination: New Orleans, LA Purpose: Conference  
Explanation: ACI/AAAE Airport Board Members & Commissioners Conference, April 12-14, 2015

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

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ 485
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 100
<b>B. LODGING</b>	<b>\$ 855</b>
<b>C. MEALS</b>	<b>\$ 100</b>
<b>D. SEMINAR AND CONFERENCE FEES</b>	<b>\$ 690</b>
<b>E. ENTERTAINMENT (If applicable)</b>	<b>\$</b>
<b>F. OTHER INCIDENTAL EXPENSES</b>	<b>\$ 100</b>
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 2330</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: 2/24/15

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

- 1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
- 2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
- 3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

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.)

**11 APR 2015 ▶ 14 APR 2015 TRIP TO NEW ORLEANS, LA**

PREPARED FOR  
**BOLING/CATHERINE APRIL**



Traveltrust  
1-760-635-1700  
TRAVEL CONSULTANT E4

RESERVATION CODE ZQJIAU  
AIRLINE RESERVATION CODE 8NKZCR (WN)

**Travel Arranger Priority Comments**  
SOUTHWEST NONSTOP 413.20 NONREF TKT BY TODAY

**DEPARTURE: SATURDAY 11 APR** Please verify flight times prior to departure

**SOUTHWEST AIRLINES**  
**WN 2716**

Duration:  
3hr(s) 25min(s)

**SAN**  
SAN DIEGO, CA

▶ **MSY**  
NEW ORLEANS, LA

Aircraft:  
BOEING 737-700 JET

Distance (in Miles): 1599

Stop(s): 0

Departing At:  
**1:00pm**

Arriving At:  
**6:25pm**

Terminal:  
TERMINAL 1

Terminal:  
Not Available

Passenger Name:  
» BOLING/CATHERINE APRIL

Seats:  
Check-In Required

Class:  
Economy

Status:  
Confirmed

Meals:

**CHECK IN: SATURDAY 11 APR ▶ CHECK OUT: TUESDAY 14 APR ▶ 3 NIGHT(S)**

**HOTEL MONTELEONE**  
**(PREFERRED HOTELS)**

Phone  
**1-504-5233341**

Fax  
**1-504-5281019**

214 ROYAL STREET  
NEW ORLEANS LA 70130-2201

Confirmation:  
27003SB312329-

Status:  
Confirmed

Room Details:  
TRAVELSAVERS  
COMFORTABLE TRADITIONAL ROOM W  
BED AND A MARBLE AND GRANITE B

Room(s): 1 Guest(s): 1

Rate:  
VARIED\*\*

Approx. Total Price:  
851.71 USD  
INCLUDES TAXES AND SURCHARGES

Cancellation Information:  
Cancel 60 day(s) prior to  
arrival to avoid a penalty

Guarantee:  
Room is guaranteed for  
late arrival

Remarks:  
NONSMOKING KING

**\*\*RATES AND EFFECTIVE DATES (USD)**

399.00 EFFECTIVE 11APR - 12APR  
169.00 EFFECTIVE 12APR - 14APR

**TAX AND/OR SURCHARGE INFORMATION (USD)**

95.81 STATE TAX  
6.00 OCCUPANCY TAX  
12.90 TOURISM TAX  
**TOTAL TAX 114.71**



DEPARTURE: **TUESDAY 14 APR** Please verify flight times prior to departure

**SOUTHWEST AIRLINES**  
**WN 3405**

Duration:  
4hr(s) 0min(s)

**MSY**  
NEW ORLEANS, LA

▶ **SAN**  
SAN DIEGO, CA

Aircraft:  
BOEING 737-700 JET

Distance (in Miles): 1599

Stop(s): 0

Departing At:  
**1:40pm**

Arriving At:  
**3:40pm**

Terminal:  
Not Available

Terminal:  
TERMINAL 1

Passenger Name:

» BOLING/CATHERINE APRIL

Seats:

Check-In Required

Class:

Economy

Status:

Confirmed

Meals:

**OTHER: SUNDAY 11 OCT**

**OTHER**

Status:  
Confirmed

**MSY**  
NEW ORLEANS, LA

Information:  
THANK YOU FOR YOUR BUSINESS

**Notes**

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. SOUTHWEST AIRLINES CONFIRMATION NUMBER - 8NKZCR

Traveltrust  
1-760-635-1700

TRAVEL CONSULTANT E4



# ACI-NA/AAAE 2015 AIRPORT BOARD & COMMISSIONERS CONFERENCE

## APRIL 12-14, 2015

### HOTEL MONTELEONE, NEW ORLEANS, LA



## REGISTRATION FORM

Please use one registration form for each attendee.

15417

Mr./Ms. Name: Ms. C. April Boling

Badge Name: April Title: Board Member

Organization: San Diego County Regional Airport Authority

Address: 3225 North Harbor Drive

City: San Diego State: CA Zip/Postal Code: 92101-1045 Country: USA

Phone: 619-400-2408 Fax: 619-400-2408 \*Email: awarren@san.org

\*A automated confirmation letter will be sent to this email. If you want confirmation sent to an additional email address, please list below:

### Registration Fees

### Payment Method

Fees are USD	Early Bird On/Before Mar. 20	Regular After Mar. 20	Late/Onsite After April 5
ACI-NA/AAAE Member	<input checked="" type="checkbox"/> \$690	<input type="checkbox"/> \$790	<input type="checkbox"/> \$890
Non-Member	<input type="checkbox"/> \$985	<input type="checkbox"/> \$1,125	<input type="checkbox"/> \$1,225
Guest (optional)	<input type="checkbox"/> \$150		

Master Card  Visa  Amex

Name on Card: Anne G. Warren

Credit Card Number: \_\_\_\_\_

Expiration date: 08/16

Cardholder Signature: Anne G. Warren

*Card holder signature above authorizes ACI-NA to charge the credit card the total correct amount due and acknowledges there are no refunds after Friday, March 20 2015.*

Fax completed form to 202-478-0889 or email to [meetings@acina.org](mailto:meetings@acina.org)

Guest Name to appear on badge:

First Name \_\_\_\_\_ Last Name: \_\_\_\_\_

A guest is a spouse/ adult child of full paying attendee and not employed in an industry related position.

ADA:  Check here if you require assistance in order to fully participate in this meeting. Send an email to: [meetings@aci-na.org](mailto:meetings@aci-na.org), to let us know how we can assist you.

CONSENT TO USE OF PHOTOGRAPHIC IMAGES: Registration and attendance at, or participation in, ACI-NA's meetings and other activities constitutes an agreement by the registrant to ACI-NA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions and audiotapes of such events and activities.

BADGES: Only individuals who register and present badges and/or tickets may attend conference events. A badge is required for all conference sessions.

GUEST REGISTRATION: Guest are the spouse, partner, or adult child of an Full Conference Registrant. Guests cannot register on their own. Guest MUST NOT be in an industry related position. A co-worker or an associate within the industry may not use the guest registration category. Guest registration includes the Welcome Reception and breakfasts.

PAYMENT: Full payment must accompany registration forms in order to complete a registration. Registrations will be processed at the registration rate available when payment is received. Credit card payment must be included for online and faxed registrations. Check payment will only be accepted with mailed forms and onsite registration forms. The card holder's signature above authorizes ACI-NA to charge the credit card the total correct amount due and acknowledges there are no refunds after, Friday, March 20, 2015.

CONFIRMATION OF REGISTRATION: Confirmation of registration will be e-mailed to conference attendees using the e-mail address (es) provided above. If confirmation is not received within two weeks after sending in your registration form, please e-mail [meetings@aci-na.org](mailto:meetings@aci-na.org). Non-receipt of confirmation before the conference is not justification for seeking a refund.

CANCELLATION/REFUND POLICY: Cancellations must be submitted in writing to [meetings@aci-na.org](mailto:meetings@aci-na.org) by Friday, March 20, 2015. Cancellations received by Friday, March 20, 2015 are eligible to receive a refund, less \$100 processing fee. Refunds will be credited back to the original credit card used for payment. Refunds will be processed after the conclusion of the conference. No refunds for notices received after the cancellation deadline date. No-shows are not eligible for refunds. Substitutions are honored at any time.

OPT-OUT: By registering for the conference you are providing permission to receive e-mails, mailings and faxes related to the conference. If you do not wish to receive any further emails from ACI-NA, please send a reply email to: [memberservices@aci-na.org](mailto:memberservices@aci-na.org) with the words "OPT-OUT" in the subject line with the original email in the body. You may notify us with your decision to opt-out within 30 days of receiving the email. Please note, if you choose to opt out of receiving email from ACI-NA, you will no longer receive ACI-NA e-newsletters, notices of upcoming meetings, sponsorship opportunities, etc. If you prefer to unsubscribe from certain electronic publications rather than opt-out from email communications entirely, please email such request to [communications@aci-na.org](mailto:communications@aci-na.org). It may take up to 10 days to process your request. The postal address for ACI-NA is 1615 L Street, N.W., Suite 300, Washington, DC 20036.

ACI-NA reserves the right to cancel this program if the number of registrants is insufficient. In that event, we will notify all registrants and refund the registration fee in full. However, any costs incurred by the registrant, such as hotel cancellation or airline penalties, are the responsibility of the registrant.

ACI-NA  
1615 L Street, NW  
Suite 300  
Washington, DC 20036  
202-293-8500

**JIM JANNEY**



**11 APR 2015 ▶ 14 APR 2015 TRIP TO NEW ORLEANS, LA**

PREPARED FOR  
**JANNEY/JAMES COFFIN**



Traveltrust  
1-760-635-1700  
TRAVEL CONSULTANT E4

RESERVATION CODE NKVMKY  
AIRLINE RESERVATION CODE 8TNZCO (WN)



**DEPARTURE: SATURDAY 11 APR** Please verify flight times prior to departure

**SOUTHWEST AIRLINES  
WN 2716**

Duration:  
3hr(s) 25min(s)

**SAN** ▶ **MSY**  
SAN DIEGO, CA NEW ORLEANS, LA

Departing At:  
**1:00pm**

Terminal:  
TERMINAL 1

Arriving At:  
**6:25pm**

Terminal:  
Not Available

Aircraft:  
BOEING 737-700 JET

Distance (in Miles): 1599

Stop(s): 0

Passenger Name:  
» JANNEY/JAMES COFFIN

Seats:  
Check-In Required

Class:  
Economy

Status:  
Confirmed

Meals:



**CHECK IN: SATURDAY 11 APR ▶ CHECK OUT: TUESDAY 14 APR ▶ 3 NIGHT(S)**

**HOTEL MONTELEONE  
(PREFERRED HOTELS)**

Phone

1-504-5233341

Fax

1-504-5281019

214 ROYAL STREET  
NEW ORLEANS LA 70130-2201

Confirmation:  
27003SB312330-

Status:  
Confirmed

Room Details:  
TRAVELSAVERS  
COMFORTABLE TRADITIONAL ROOM W  
BED AND A MARBLE AND GRANITE B

Room(s): 1 Guest(s): 1

Rate:  
VARIED\*\*

Approx. Total Price:  
851.71 USD  
INCLUDES TAXES AND SURCHARGES

Cancellation Information:  
Cancel 60 day(s) prior to  
arrival to avoid a penalty

Guarantee:  
Room is guaranteed for  
late arrival

Remarks:  
NONSMOKING KING

**\*\*RATES AND EFFECTIVE DATES (USD)**

399.00 EFFECTIVE 11APR - 12APR  
169.00 EFFECTIVE 12APR - 14APR

**TAX AND/OR SURCHARGE INFORMATION (USD)**

95.81 STATE TAX  
6.00 OCCUPANCY TAX  
12.90 TOURISM TAX  
**TOTAL TAX 114.71**



DEPARTURE: **TUESDAY 14 APR** Please verify flight times prior to departure

**SOUTHWEST AIRLINES**  
**WN 3405**

Duration:  
4hr(s) 0min(s)

**MSY**  
NEW ORLEANS, LA      ▶      **SAN**  
SAN DIEGO, CA

Aircraft:  
BOEING 737-700 JET

Distance (in Miles): 1599

Stop(s): 0

Departing At:  
**1:40pm**

Arriving At:  
**3:40pm**

Terminal:  
Not Available

Terminal:  
TERMINAL 1

Passenger Name:  
» JANNEY/JAMES COFFIN

Seats:  
Check-In Required

Class:  
Economy

Status:  
Confirmed

Meals:

**OTHER: SUNDAY 11 OCT**

**OTHER**

Status:  
Confirmed

**MSY**  
NEW ORLEANS, LA

Information:  
THANK YOU FOR YOUR BUSINESS

**Notes**

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. SOUTHWEST AIRLINES CONFIRMATION NUMBER - 8TNZCO

Traveltrust  
1-760-635-1700

TRAVEL CONSULTANT E4



# ACI-NA/AAAE 2015 AIRPORT BOARD & COMMISSIONERS CONFERENCE



Please use one registration form for each attendee.

15417

Mr./Ms. Name: Mr. Jim Janney  
 Badge Name: Jim Title: Board Member  
 Organization: San Diego County Regional Airport Authority  
 Address: 3225 North Harbor Drive  
 City: San Diego State: CA Zip/Postal Code: 92101-1045 Country: USA  
 Phone: 619-400-2408 Fax: 619-400-2406 \*Email: awarren@san.org

\*A automated confirmation letter will be sent to this email. If you want confirmation sent to an additional email address, please list below:

### Registration Fees

### Payment Method

Fees are USD	Early Bird On/Before Mar. 20	Regular After Mar. 20	Late/Onsite After April 5
ACI-NA/AAAE Member	<input checked="" type="checkbox"/> \$690	<input type="checkbox"/> \$790	<input type="checkbox"/> \$890
Non-Member	<input type="checkbox"/> \$985	<input type="checkbox"/> \$1,125	<input type="checkbox"/> \$1,225
Guest (optional)		<input type="checkbox"/> \$150	

Master Card  Visa  Amex

Name on Card: Anne G. Warren  
 Credit Card Number: \_\_\_\_\_  
 Expiration date: 08/16  
 Cardholder Signature: Anne G. Warren

Guest Name to appear on badge:

First Name \_\_\_\_\_ Last Name: \_\_\_\_\_

A guest is a spouse/ adult child of full paying attendee and not employed in an industry related position.

*Card holder signature above authorizes ACI-NA to charge the credit card the total correct amount due and acknowledges there are no refunds after Friday, March 20 2015.*

Fax completed form to 202-478-0889 or email to [meetings@acina.org](mailto:meetings@acina.org)

ADA:  Check here if you require assistance in order to fully participate in this meeting. Send an email to: \_\_\_\_\_, to let us know how we can assist you.

**CONSENT TO USE OF PHOTOGRAPHIC IMAGES:** Registration and attendance at, or participation in, ACI-NA's meetings and other activities constitutes an agreement by the registrant to ACI-NA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions and audiotapes of such events and activities.

**BADGES:** Only individuals who register and present badges and/or tickets may attend conference events. A badge is required for all conference sessions.

**GUEST REGISTRATION:** Guest are the spouse, partner, or adult child of an Full Conference Registrant. Guests cannot register on their own. Guest **MUST NOT** be in an industry related position. A co-worker or an associate within the industry may not use the guest registration category. Guest registration includes the Welcome Reception and breakfasts.

**PAYMENT:** Full payment must accompany registration forms in order to complete a registration. Registrations will be processed at the registration rate available when payment is received. Credit card payment must be included for online and faxed registrations. Check payment will only be accepted with mailed forms and onsite registration forms. The card holder's signature above authorizes ACI-NA to charge the credit card the total correct amount due and acknowledges there are no refunds after, **Friday, March 20, 2015.**

**CONFIRMATION OF REGISTRATION:** Confirmation of registration will be e-mailed to conference attendees using the e-mail address (es) provided above. If confirmation is not received within two weeks after sending in your registration form, please e-mail \_\_\_\_\_ Non-receipt of confirmation before the conference is not justification for seeking a refund.

**CANCELLATION/REFUND POLICY:** Cancellations must be submitted in writing to \_\_\_\_\_ by **Friday, March 20, 2015.** Cancellations received by **Friday, March 20, 2015** are eligible to receive a refund, less \$100 processing fee. Refunds will be credited back to the original credit card used for payment. Refunds will be processed after the conclusion of the conference. No refunds for notices received after the cancellation deadline date. No-shows are not eligible for refunds. Substitutions are honored at any time.

**OPT-OUT:** By registering for the conference you are providing permission to receive e-mails, mailings and faxes related to the conference. If you do not wish to receive any further emails from ACI-NA, please send a reply email to: \_\_\_\_\_ with the words "OPT-OUT" in the subject line with the original email in the body. You may notify us with your decision to opt-out within 30 days of receiving the email *Please note, if you choose to opt out of receiving email from ACI-NA, you will no longer receive ACI-NA e-newsletters, notices of upcoming meetings, sponsorship opportunities, etc.* If you prefer to unsubscribe from certain electronic publications rather than opt-out from email communications entirely, please email such request to \_\_\_\_\_ . It may take up to 10 days to process your request. The postal address for ACI-NA is 1615 L Street, N.W., Suite 300, Washington, DC 20036.

ACI-NA reserves the right to cancel this program if the number of registrants is insufficient. In that event, we will notify all registrants and refund the registration fee in full. However, any costs incurred by the registrant, such as hotel cancellation or airline penalties, are the responsibility of the registrant.

ACI-NA  
 1615 L Street, NW  
 Suite 300  
 Washington, DC 20036  
 202-293-8500

**PAUL ROBINSON**

**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: Paul Robinson 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: 2/19/15 PLANNED DATE OF DEPARTURE/RETURN: 4/11/15 / 4/14/15

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

Destination: New Orleans, LA Purpose: Conference

Explanation: ACI/AAAE Airport Board Members & Commissioners Conference, April 12-14, 2015

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 485
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 100

B. LODGING \$ 855

C. MEALS \$ 100

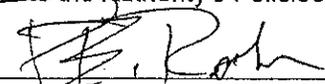
D. SEMINAR AND CONFERENCE FEES \$ 690

E. ENTERTAINMENT (If applicable) \$         

F. OTHER INCIDENTAL EXPENSES \$ 100

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 2330

**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: 2/19/15

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

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.)

**11 APR 2015 ▶ 14 APR 2015 TRIP TO NEW ORLEANS, LA**

PREPARED FOR  
**ROBINSON/PAUL EDWARD**



Traveltrust  
1-760-635-1700  
TRAVEL CONSULTANT E4

RESERVATION CODE VQGFCV  
AIRLINE RESERVATION CODE 8AMZCZ (WN)



**DEPARTURE: SATURDAY 11 APR** Please verify flight times prior to departure

**SOUTHWEST AIRLINES  
WN 2716**

Duration:  
3hr(s) 25min(s)

**SAN**  
SAN DIEGO, CA

**MSY**  
NEW ORLEANS, LA

Departing At:  
**1:00pm**

Arriving At:  
**6:25pm**

Terminal:  
TERMINAL 1

Terminal:  
Not Available

Aircraft:  
BOEING 737-700 JET

Distance (In Miles): 1599

Stop(s): 0

Passenger Name:  
» ROBINSON/PAUL EDWARD

Seats:  
Check-In Required

Class:  
Economy

Status:  
Confirmed

Meals:



**CHECK IN: SATURDAY 11 APR ▶ CHECK OUT: TUESDAY 14 APR ▶ 3 NIGHT(S)**

**HOTEL MONTELEONE  
(PREFERRED HOTELS)**

Phone

**1-504-5233341**

Fax

**1-504-5281019**

214 ROYAL STREET  
NEW ORLEANS LA 70130-2201

Confirmation:  
27003SB312331-

Status:  
Confirmed

Room Details:  
TRAVELSAVERS  
COMFORTABLE TRADITIONAL ROOM W  
BED AND A MARBLE AND GRANITE B

Room(s): 1 Guest(s): 1

Rate:  
VARIED\*\*

Approx. Total Price:  
851.71 USD  
INCLUDES TAXES AND SURCHARGES

Cancellation Information:  
Cancel 60 day(s) prior to  
arrival to avoid a penalty

Guarantee:  
Room is guaranteed for  
late arrival

Remarks:  
NONSMOKING KING

**\*\*RATES AND EFFECTIVE DATES (USD)**

399.00 EFFECTIVE 11APR - 12APR  
169.00 EFFECTIVE 12APR - 14APR

**TAX AND/OR SURCHARGE INFORMATION (USD)**

95.81 STATE TAX  
6.00 OCCUPANCY TAX  
12.90 TOURISM TAX  
TOTAL TAX 114.71



DEPARTURE: **TUESDAY 14 APR** Please verify flight times prior to departure

**SOUTHWEST AIRLINES**  
**WN 3405**

Duration:  
4hr(s) 0min(s)

<b>MSY</b> NEW ORLEANS, LA	<b>SAN</b> SAN DIEGO, CA	Aircraft: BOEING 737-700 JET
Departing At: <b>1:40pm</b>	Arriving At: <b>3:40pm</b>	Distance (in Miles): 1599
Terminal: Not Available	Terminal: TERMINAL 1	Stop(s): 0

Passenger Name: » ROBINSON/PAUL EDWARD	Seats: Check-In Required	Class: Economy	Status: Confirmed	Meals:
-------------------------------------------	-----------------------------	-------------------	----------------------	--------

**OTHER: SUNDAY 11 OCT**

**OTHER**

Status:  
Confirmed

<b>MSY</b> NEW ORLEANS, LA
Information: THANK YOU FOR YOUR BUSINESS

**Notes**

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Traveltrust  
1-760-635-1700

TRAVEL CONSULTANT E4



15417

Please use one registration form for each attendee.

Mr./Ms. Name: Mr. Paul Robinson  
 Badge Name: Paul Title: Board Vice Chair  
 Organization: San Diego County Regional Airport Authority  
 Address: 3225 North Harbor Drive  
 City: San Diego State: CA Zip/Postal Code: 92101-1046 Country: USA  
 Phone: 619-400-2408 Fax: 619-400-2408 \*Email: awarren@san.org

\*A automated confirmation letter will be sent to this email. If you want confirmation sent to an additional email address, please list below:

### Registration Fees

### Payment Method

Fees are USD	Early Bird On/Before Mar. 20	Regular After Mar. 20	Late/Onsite After April 5
ACI-NA/AAAE Member	<input checked="" type="checkbox"/> \$690	<input type="checkbox"/> \$790	<input type="checkbox"/> \$890
Non-Member	<input type="checkbox"/> \$985	<input type="checkbox"/> \$1,125	<input type="checkbox"/> \$1,225
Guest (optional)	<input type="checkbox"/> \$150		

Master Card  Visa  Amex

Name on Card: Anne G. Warren

Credit Card Number: \_\_\_\_\_

Expiration date: 08/16

Cardholder Signature: Anne G. Warren

Guest Name to appear on badge:

First Name \_\_\_\_\_ Last Name: \_\_\_\_\_

A guest is a spouse/ adult child of full paying attendee and not employed in an industry related position.

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ACI-NA  
 1615 L Street, NW  
 Suite 300  
 Washington, DC 20036  
 202-293-8500

**DAVID ALVAREZ**

**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: David Alvarez 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: 2/27/15 PLANNED DATE OF DEPARTURE/RETURN: 4/19/15 / 4/22/15

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

Destination: Mexico City Purpose: Attend Conference

Explanation: San Diego Regional Chamber of Commerce California-Mexico Trade Initiative X

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 500
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$

B. LODGING \$ 900

C. MEALS \$           

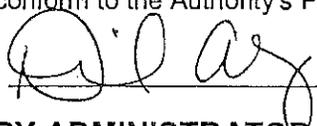
D. SEMINAR AND CONFERENCE FEES \$ 1550

E. ENTERTAINMENT (If applicable) \$           

F. OTHER INCIDENTAL EXPENSES \$ 100

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 3050

**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: 2/27/2015

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
by the Executive Committee at its \_\_\_\_\_ meeting.  
(Leave blank and we will insert the meeting date.)

# INVOICE

**San Diego Regional Chamber of Commerce**  
 402 West Broadway, Suite 1000  
 San Diego, CA 92101  
 (619) 544-1300  
[accounting@sdchamber.org](mailto:accounting@sdchamber.org)



**San Diego County Regional Airport Authority**  
 P.O. Box 82776  
 San Diego, CA 92138-2776  
 Anne Warren

Sale #	SAL-15-004515
Sale Date	2/23/2015
Due Date	2/23/2015
Amount Due	\$0.00

Item	Unit Cost	Quantity	Total Price
Individual Registration	\$1,550.00	1	\$1,550.00
<b>Memo:</b> Event Registration			Total \$1,550.00
			Amount Paid \$1,550.00
			<b>Balance Due \$0.00</b>

**Note:**

The San Diego Chamber Political Action Committee (SDChamber PAC) allows for the Chamber and its members to be highly involved in driving business-friendly public policy initiatives and supporting pro-business candidates throughout the region. Please consider adding a contribution to the SDChamber PAC as part of your membership dues.

\*Contributions to the SDChamber PAC are not deductible as charitable contributions.

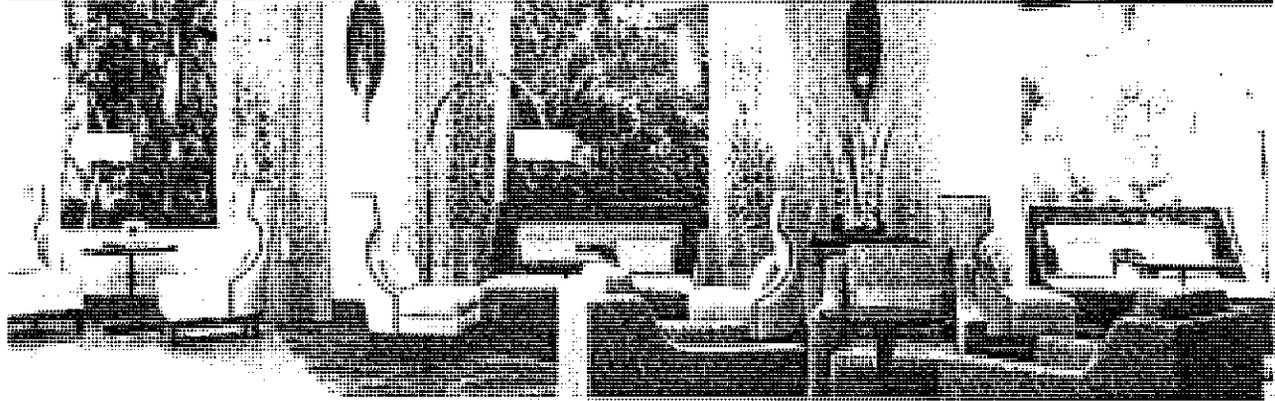
Please Make Check or Money Order Payable to the San Diego Regional Chamber of Commerce.  
 92% of Chamber dues can be deducted as a business expense as allowed by law. Please consult your tax advisor.

**Warren Anne**

---

**From:** JW Marriott Hotels & Resorts Reservations <reservations@jwmarriott-res.com>  
**Sent:** Monday, February 23, 2015 11:27 AM  
**To:** Warren Anne  
**Subject:** Reservation Confirmation #93748028 for JW Marriott Hotel Mexico City

Please review your reservation details and keep for your records.



## Reservation Confirmation: 93748028

For Mr. DAVID ALVAREZ

CHECK-IN DATE Sunday, April 19, 2015  
CHECK-IN TIME 03:00 PM

CHECK-OUT DATE Wednesday, April 22, 2015  
CHECK-OUT TIME 12:00 PM

[Modify your reservation](#)

[Cancel your reservation](#)

Dear Mr. DAVID ALVAREZ,

Thank you for choosing JW Marriott as your next travel destination. You have our commitment to provide a curated stay experience that eliminates distractions and the unnecessary — so you have the time and space you can call your own. The detailed information below confirms your reservation.

With kind regards,  
JW Marriott Hotel Mexico City

## Summary of Charges

RATES ARE PER ROOM, PER NIGHT (USD)

Sunday, April 19, 2015-Wednesday, April 22, 2015 3 nights 249.00 USD

CALIFORNIA TRADE INI

ESTIMATED GOVERNMENT TAXES & FEES 47.31 USD

**Total for stay (for all rooms) 888.93 USD**

### Parking Information

- On-site parking, fee: 4 USD hourly, 19 USD daily
- Valet parking, fee: 22 USD daily

[Modify or cancel your reservation](#)

[Book Another Reservation](#)

## Rate and Cancellation Details

### RATE GUARANTEE LIMITATION(S)

- Changes in taxes or fees implemented after booking will affect the total room price.
- Please note that a change in the length or dates of your reservation may result in a rate change.

### ADDITIONAL INFORMATION

- The Responsible Tourist and Traveler  
A practical guide to help you make your trip an enriching experience



## Marriott Rewards

Get free in-room Wi-Fi when you join Marriott Rewards and book direct. Sign up and enjoy at

## Warren Anne

---

**From:** Scott Mackerley <smackerley@Traveltrust.com>  
**Sent:** Monday, February 23, 2015 4:26 PM  
**To:** Warren Anne  
**Subject:** RE: Conference in Mexico  
**Attachments:** image583cfc.PNG

Hi Anne,

These are the three best options I could find. There is an airline call Volaris that has direct flights to Mexico City, but they don't have a flight back to San Diego on the 22nd.

Thanks,  
Scott

FOR: ALVAREZ/DAVID

UNITED/DELTA 577.00 NONREF TKT BY 24 FEB

19 APR 15 - SUNDAY

AIR UNITED AIRLINES FLT:5608 UNITED ECONOMY  
OPERATED BY /SKYWEST DBA UNITED EXPRESS  
LV SAN DIEGO 615A EQP: CANADAIR REGIONAL  
DEPART: COMMUTER TERMINAL 01HR 02MIN  
AR LOS ANGELES 717A NON-STOP  
ARRIVE: TERMINAL 8 REF: FV38WB  
AIR UNITED AIRLINES FLT:274 UNITED ECONOMY FOOD FOR PURCHASE  
LV LOS ANGELES 830A EQP: AIRBUS A319  
DEPART: TERMINAL 7 03HR 40MIN  
AR MEXICO CITY 210P NON-STOP  
ARRIVE: TERMINAL 1 REF: FV38WB

22 APR 15 - WEDNESDAY

AIR DELTA AIR LINES INC FLT:8021 ECONOMY DINNER  
MEXICO CITY-LOS ANGELES OPERATED BY AEROMEXICO  
LV MEXICO CITY 340P EQP: BOEING 737-800  
DEPART: TERMINAL 2 04HR 24MIN  
AR LOS ANGELES 604P NON-STOP  
ARRIVE: TERMINAL 2 REF: HVA7QC  
AIR DELTA AIR LINES INC FLT:5824 ECONOMY  
OPERATED BY COMPASS DBA DELTA CONNECTION  
LV LOS ANGELES 840P EQP: E75  
DEPART: TERMINAL 5 57MIN  
AR SAN DIEGO 937P NON-STOP

## Warren Anne

---

**From:** Scott Mackerley <smackerley@Traveltrust.com>  
**Sent:** Monday, February 23, 2015 4:47 PM  
**To:** Warren Anne  
**Subject:** RE: Conference in Mexico  
**Attachments:** imagef502a1.PNG

TJ might be worth it...

FOR: ALVAREZ/DAVID

AEROMEXICO 366.19 TKT BY 24 FEB

19 APR 15 - SUNDAY

AIR AEROMEXICO FLT:185 CLASE TURISTA MULTI MEALS  
LV TIJUANA 937A EQP: BOEING 737-800  
03HR 27MIN  
AR MEXICO CITY 304P NON-STOP  
ARRIVE: TERMINAL 2 REF: YDMOZN

22 APR 15 - WEDNESDAY

AIR AEROMEXICO FLT:184 CLASE TURISTA REFRESHMENT  
LV MEXICO CITY 630P EQP: BOEING 737  
DEPART: TERMINAL 2 03HR 58MIN  
AR TIJUANA 828P NON-STOP  
REF: YDMOZN

Scott Mackerley  
Travel Specialist  
760-635-1700  
374 North Coast Highway 101 Suite F, Encinitas, CA 92024 -  
My Business Hours: M-F 9:00 am - 5:30 pm Pacific

US Offices in Encinitas,CA and St. Petersburg, FL - +1.760.635.1700 UK Offices in Bexley and London - +44.20.3290.9780

[cid:imagef502a1.PNG@e046362e.4aa19bb0]<<http://traveltrust.com>>  
Concur Online Booking Tool  
Online Reporting available 24/7  
Short Term Corporate Housing  
Leisure travel deals [click here<http://busytravellers.com>](http://busytravellers.com)

**THELLA F. BOWENS**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: Exec Office BU6  
Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 2/24/15 PLANNED DATE OF DEPARTURE/RETURN: 3/31/15 / 4/2/15

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

Destination: Dallas, TX Purpose: Meetings with Southwest and American Airlines

Explanation: \_\_\_\_\_

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 500.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ \_\_\_\_\_

B. LODGING \$ 400.00

C. MEALS \$ 100.00

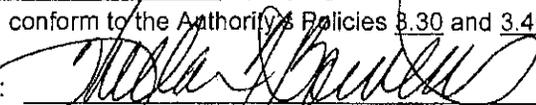
D. SEMINAR AND CONFERENCE FEES \$ \_\_\_\_\_

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

F. OTHER INCIDENTAL EXPENSES \$ 50.00

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 1050.00

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

Travelers Signature:  Date: 25 Feb 2015

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
by the Executive Committee at its \_\_\_\_\_ meeting.  
(Leave blank and we will insert the meeting date.)

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: Exec Office BU6  
 Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 2/25/15 PLANNED DATE OF DEPARTURE/RETURN: 5/3/15 / 5/12/15

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

Destination: London, England & Frankfurt-Munich, Germany Purpose: Attend National Geographic Smart Cities Premier, and meetings with Lufthansa  
 Explanation: The Smart Cities Documentary Premiers in London on May 6. Travel and meetings with Lufthansa take place May 7-11, 2015

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

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ 7,000.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 200.00
<b>B. LODGING</b>	\$ 3,400.00
<b>C. MEALS</b>	\$ 600.00
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$
<b>E. ENTERTAINMENT (If applicable)</b>	\$
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ 200.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$ 11,400.00

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

Travelers Signature:  Date: 2/25/15

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

- By my signature below, I certify the following:
1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
  2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
  3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

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.)

# **EXPENSE REPORTS**

**THELLA F. BOWENS**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**TRAVEL EXPENSE REPORT**

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

TRAVELER: Thella F. Bowers DEPT. NAME & NO. Executive Office/BU 6  
 DEPARTURE DATE: 2/3/2015 RETURN DATE: 2/6/2015 REPORT DUE: 3/8/15  
 DESTINATION: Sarasota, FL

*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 (Prepaid by Authority)	Employee Expenses							TOTALS
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$190			2/3/15	2/4/15	2/5/15	2/6/15		0.00
Conference Fees (provide copy of flyer/registration expenses)	\$500.00								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.)*				17.00					17.00
Hotel*				334.88	334.88	334.88			1,004.64
Telephone, internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (include tips pd.)	Breakfast*								0.00
	Lunch*			10.24					10.24
	Dinner*					20.51			20.51
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous: Baggage fee				25.00			25.00		50.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>690.00</b>	<b>0.00</b>	<b>0.00</b>	<b>387.12</b>	<b>334.88</b>	<b>355.39</b>	<b>25.00</b>	<b>0.00</b>	<b>1,102.39</b>

Explanation:	Total Expenses Prepaid by Authority	690.00
	Total Expenses Incurred by Employee (including cash advances)	1,102.39
	<b>Grand Trip Total</b>	<b>1,792.39</b>
	Less: Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	690.00
	<b>Due Traveler (positive amount)<sup>2</sup></b>	
<b>Due Authority (negative amount)<sup>3</sup></b>	<b>1,102.39</b>	
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

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>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>5</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>4</sup> Travel and Lodging Expense Reimbursement Policy 3.40

<sup>5</sup> Business Expense Reimbursement Policy 3.30

Prepared By: Kim Ayers Ext.: 2445  
 Traveler Signature: *Thella Bowers* Date: 2/27/15  
 Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE** (To be certified if used by President/CEO, Gen. Counsel, or Chief Auditor)

\_\_\_\_\_ 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 traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

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

2. DATE OF REQUEST: 12/11/14 PLANNED DATE OF DEPARTURE/RETURN: 2/3/15 / 2/6/15

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

Destination: Sarasota, FL Purpose: Attend ACI-NA CEO Forum & Winter Board of Directors Meeting

Explanation: \_\_\_\_\_

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 700.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 150.00

B. LODGING \$ 730.00

C. MEALS \$ 250.00

D. SEMINAR AND CONFERENCE FEES \$ 500.00

E. ENTERTAINMENT (If applicable) \$

F. OTHER INCIDENTAL EXPENSES \$

**TOTAL PROJECTED TRAVEL EXPENSE \$ 2330.00**

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

Travelers Signature: *Thella Bowens* Date: 12/12/14

**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, Lorraine Bennett, Assistant Authority Clerk II, 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 January 5, 2015 meeting.  
 (Leave blank and we will insert the meeting date.)



Traveltrust  
Phone: 1-760-635-1700

## Electronic Invoice

Prepared For:  
BOWENS/THELLA

Ref: 6

SALES PERSON	E4
INVOICE NUMBER	5330627
INVOICE ISSUE DATE	02 Feb 2015
RECORD LOCATOR	UASLMJ
CUSTOMER NUMBER	0000SDCRAA

Client Address  
SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
PO BOX 82776  
SAN DIEGO CA 92138-2776  
GATE CODE 4006-283

Notes  
YOUR UNITED ETICKET CONFIRMATION IS \*\* CGQNBG \*\*  
YOUR DELTA ETICKET CONFIRMATION IS \*\* G6X8HJ \*\*

### DATE: Sun, Feb 01

Flight: UNITED AIRLINES 1733

From	SAN DIEGO, CA	Departs	6:15am
To	DENVER, CO	Arrives	9:42am
Departure Terminal	2		
Duration	2hr(s) 27min(s)	Class	BUSINESS/BUSFIRST
Type	BOEING 737-900 JET	Meal	
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 04B	[REDACTED]

### DATE: Tue, Feb 03

Flight: DELTA AIR LINES INC 1516

From	DENVER, CO	Departs	6:10am
To	ATLANTA, GA	Arrives	11:15am
		Arrival Terminal	S
Duration	3hr(s) 5min(s)	Class	Economy
Type	BOEING 757 JET	Meal	Refreshment for Purchase
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA		[REDACTED]
Notes	SEAT 21A- WINDOW ECONOMY COMFORT CONFIRMED		

### DATE: Tue, Feb 03

Flight: DELTA AIR LINES INC 1297

From	ATLANTA, GA	Departs	12:58pm
To	SARASOTA/BRADENTN, FL	Arrives	2:28pm
Departure Terminal	S		
Duration	1hr(s) 30min(s)	Class	Economy
Type	MCDONNELL DOUGLAS MD-88 JET	Meal	

Stop(s) Non Stop  
 Seat(s) Details BOWENS/THELLA  
 Notes SEAT 12C - AISLE ECONOMY COMFORT CONFIRMED

DATE: Fri, Feb 06

Flight: DELTA AIR LINES INC 1297

From	SARASOTA/BRADENTN, FL	Departs	3:08pm
To	ATLANTA, GA	Arrives	4:50pm
		Arrival Terminal	S
Duration	1hr(s) 42min(s)	Class	Economy
Type	MCDONNELL DOUGLAS MD-88 JET	Meal	
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 11C	

DATE: Fri, Feb 06

Flight: DELTA AIR LINES INC 1967

From	ATLANTA, GA	Departs	5:35pm
To	SAN DIEGO, CA	Arrives	7:29pm
Departure Terminal	S	Arrival Terminal	2
Duration	4hr(s) 54min(s)	Class	Economy
Type	BOEING 737-900 JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 31C	

DATE: Wed, Aug 05

Others

ATLANTA  
 THANK YOU FOR  
 YOUR BUSINESS

Ticket Information

Ticket Number	UA7569533374	Passenger	BOWENS THELLA		
		Exchange	UA7515250845		
		Billed to:		USD	* 165.00
Service Fee	XD 0643330611	Passenger	BOWENS THELLA		
		Billed to:		USD	* 25.00
				SubTotal	USD 190.00
				Net Credit Card Billing	* USD 190.00
				Total Amount Due	USD 0.00

ITINERARY NOTES:

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. UNITED AIRLINES CONFIRMATION NUMBER - 0GQNBG DELTA AIR LINES CONFIRMATION NUMBER - G6X8HJ

Your travel arranger provides the information contained in this document. If you have any questions about the content, please contact your travel arranger. For Credit Card Service fees, please see eTicket receipt for total charges.

**Ayers Kim**

---

**From:** meetings@aci-na.org  
**Sent:** Monday, December 15, 2014 10:01 AM  
**To:** Bowens Thella; Ayers Kim  
**Subject:** 2015 CEO Forum & Winter Board of Directors Meeting - Confirmation

12/15/2014



### Meeting Confirmation Notice

Please review your **CONTACT** information below as it will be used for rosters and badges. Any changes should be sent to [meetings@aci-na.org](mailto:meetings@aci-na.org) immediately.

**Please note: The company name listed is per your Official Representative to ACI-NA. No changes to Company name is permitted.**

Ms. Thella F. Bowens  
President/CEO  
Nick Name: Thella  
San Diego County Regional Airport Authority  
PO Box 82776 San Diego, CA 92138

PH: (619) 400-2445  
FX: (619) 400-2448  
EM: [tbowens@san.org](mailto:tbowens@san.org)

You are registered for the following:

**2015 CEO Forum & Winter Board of Directors Meeting**  
From Tuesday, February 03, 2015 through Friday, February 06, 2015

Description	UnitPrice	Quantity	Price
Registration Fee	\$ 500.00	1	\$ 500.00
		Total	500.00
		Payments	500.00
		<b>Balance</b>	<b>0.00</b>

Thank you for registering for the 2015 CEO Forum & Winter Board of Directors Meeting, February 3-6, 2015. The meeting will be held at The Ritz-Carlton in Sarasota, Florida.

#### HOTEL RESERVATIONS

Please call The Ritz-Carlton directly at (941) 309-2000. Be sure to identify yourself as an ACI-NA Meeting attendee to receive the discounted rate of \$299.00 USD single/double occupancy per night, plus applicable taxes.

The last day to receive this rate is January 12, 2015. Rooms may sell out before this date. Make your reservations early.



THE RITZ-CARLTON®  
SARASOTA

Ms. Thella Bowens  
Po Box 82776  
San Diego, CA 92138  
United States

Room #: 0719  
Arrival Date: 02/03/15  
Departure Date: 02/06/15  
CRS Number: 90584276  
Page No: 2 of 3

Folio No:

INFORMATION INVOICE

02/06/15

Date	Description	Charges	Credits
02/03/15	Group Room Charge	299.00	} \$334.88
02/03/15	State Tax	20.93	
02/03/15	Occupancy Tax	14.95	
02/04/15	Group Room Charge	299.00	} \$334.88
02/04/15	State Tax	20.93	
02/04/15	Occupancy Tax	14.95	
02/05/15	In Room Dining	CHECK# 5665 20.51	- Receipt Attached.
02/05/15	Group Room Charge	299.00	} \$334.88
02/05/15	State Tax	20.93	
02/05/15	Occupancy Tax	14.95	
<b>Total</b>		<b>1,025.15</b>	<b>0.00</b>
<b>Balance</b>		<b>1,025.15</b>	

Your Rewards points/miles earned on your eligible earnings will be credited to your account. Check your Rewards Account

**RECEIPTS FROM TRAVEL TO SARASOTA, FL  
FEBRUARY 3-6, 2015 - THELLA F. BOWENS**

HMSHOST  
STARBUCKS COFFEE  
ATLANTA INTERNATIONAL AIRPORT



316169 Raqueshe

Heartsfield-Jackson Int. Airport  
Concourse C

CHK 3812 GST 1  
FEB03'15 11:35AM

1001 Cashier

-----  
TO GO  
1 ICD SHK TAZO G 2.35  
  
SUBTOTAL 2.35  
FOODTX ADD207001 0.16  
AMOUNT PAID 2.51  
CASH 5.01  
CHANGE 2.50  
--316169 Closed FEB03 11:36AM----

-----  
Tb1 B2/1 Chk 1696 Gst 0  
Feb03'15 11:18AM  
-----

**Dine In**  
1 Chili Cheese Dog 7.09  
Cash 20.00  
  
Subtotal 7.09  
Tax 0.64  
Payment 7.73  
Change Due 12.27  
  
Sales Tax 0.50  
Clayton 0.14  
-----1001 Check Closed-----  
-----Feb03'15 11:19AM-----

THANK YOU FOR YOUR BUSINESS!

**West Coast, Yellow & Diplomat Taxi**  
Transportation to all Destinations  
365-TAXI • 1-877-859-8933  
AIRPORT SERVICE • LOCAL & LONG DISTANCE • PARCEL DELIVERY

TAXI FARE RECEIPT - TAXI FARE RECEIPT - TAXI FARE RECEIPT - TAXI FARE RECEIPT

DATE 2/3/15

TO: HOTEL

FROM: AIRPORT (SARASOTA)

\$ 14 + 3TIP = 17 DOLLARS

DRIVER/CAR # \_\_\_\_\_

FARE RECEIPT - TAXI FARE RECEIPT - TAXI FARE RECEIPT - TAXI FARE RECEIPT

**RECEIPTS FROM TRAVEL TO SARASOTA, FL  
FEBRUARY 3-6, 2015 - THELLA F. BOWENS**

& & & 402 & & &  
THE RITZ-CARLTON SARASOTA  
\*\*\*\*\* IN ROOM DINING\*\*\*\*\*  
296 NANCY IRD

719/1                    5665                    GST  
1

BOWERS  
05FEB'15 8:52PM

1 KEY LIME TART                    9.00  
1 MILK                                    4.00  
1 Delivery Charge:                    4.00  
Sub-Total:                                17.00  
20% RS SVC CHG                        2.60  
Tax                                         0.91  
8:52 Total Due **\$20.51**

ADDL GRATUITY \_\_\_\_\_

TOTAL \_\_\_\_\_

ROOM NUMBER \_\_\_\_\_

PRINT LAST NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

FOR YOUR CONVENIENCE A 20%  
SERVICE CHARGE HAS BEEN ADDED

RECEIPTS FROM TRAVEL TO SARASOTA, FL  
FEBRUARY 3-6, 2015 - THELLA F. BOWENS



BOWENS/THELLA/F  
\*\*NOT VALID FOR\*\*  
\*\*TRANSPORTATION\*\*

DEN DL ATL DL SRQ  
PIECE 25.00  
EBC 25.00

USD 25.00

1

USD25.00

PASSENGER RECEIPT  
03FEB15 0066  
DL/TG DEN FTO

00  
US

EXCESS BAGGAGE  
TICKET

THIS IS YOUR RECEIPT

PSGR TICKET 0167515250645

G6X8HJ /DL

NON REFUNDABLE/  
NO CHANGES/NON TR  
ANSFERABLE/NOT  
VALID FOR TRAVEL

NOT VALID FOR TRAVEL

0 006 8260267857 5

0 006 8260267857 5



BOWENS/THELLA  
\*\*NOT VALID FOR\*\*  
\*\*TRANSPORTATION\*\*

SRQ DL ATL DL SAM  
PIECE 25.00  
EBC 25.00

USD 25.00

5

USD25.00

PASSENGER RECEIPT  
06FEB15 0066  
DL/KE SRQ FTO

01  
US

EXCESS BAGGAGE  
TICKET

THIS IS YOUR RECEIPT

PSGR TICKET 0167569533374

G6X8HJ /DL

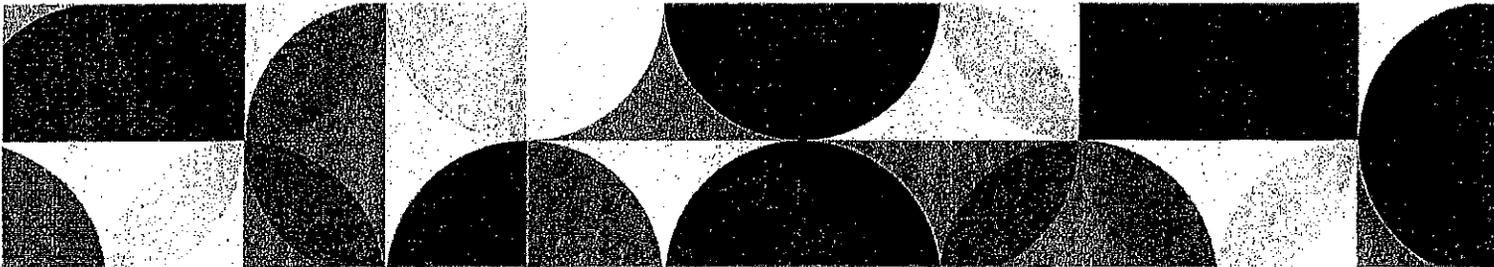
FOR CONDITIONS OF  
CONTRACT - SEE  
PASSENGER TICKET AND  
BAGGAGE CHECK

NOT VALID FOR TRAVEL

1 006 8260104512 5

1 006 8260104512 5

*Bag fee*



# ACI-NA CEO FORUM

February 4 – 6, 2015 // Sarasota, FL



## Agenda >>

### Tuesday, February 3

2:00 PM - 5:00 PM Executive Committee Meeting  
*Burns*

6:00 PM ACI-NA Executive Committee Dinner  
*Off-Site*

### Wednesday, February 4

7:00 AM - 4:30 PM Registration  
*Green Marbled Foyer*

7:30 AM - 8:55 AM Breakfast  
*Green Marbled Foyer*

8:00 AM - 9:00 AM Canadian Small Airport Caucus Meeting  
*St. Armands I*

8:00 AM - 9:00 AM Canadian Large Airport Caucus Meeting  
*St. Armands II*

8:00 AM - 11:00 AM U.S. Policy Board Meeting with breakfast  
*Plaza II*

2015 CEO Forum  
Sponsors



2015 CEO Forum  
Host Airport



- 9:00 AM - 12:00 PM Canadian Policy Board and Membership Meeting  
*St. Armands I*
- 11:15 AM - 12:15 PM Joint U.S. Policy Board and U.S. Government Affairs Steering Group Meeting  
*Steering Group Members, U.S. Policy Board Members and Airport Directors Only*  
*Plaza II*
- 12:30 PM - 2:15 PM Lunch  
*Speaker: William M. Isaac, Senior Managing Director, FTI Consulting*  
*Plaza I*
- 2:30 PM - 4:30 PM ACI-NA Board of Directors Meeting  
*Plaza III*
- 5:00 PM - 6:30 PM Welcome Networking Reception  
*Lawn/Bay View*
- 7:00 PM - 9:00 PM ACI-NA PAC Kick-Off Dinner  
*The Beach Club Grill*  
*separate registration required*
- 

#### Thursday, February 5

- 7:00 AM - 3:00 PM Registration  
*Green Marbled Foyer*
- 7:30 AM - 9:15 AM U.S. Large Airport Hub Caucus *with breakfast*  
*Bickle*
- 7:30 AM - 9:15 AM U.S. Medium Airport Hub Caucus *with breakfast*  
*Burns*
- 8:00 AM - 9:00 AM Breakfast  
*Green Marbled Foyer*
- 8:00 AM - 9:30 AM WBP/Associates Board Meeting *with breakfast*  
*Plaza IV*
- 9:30 AM - 9:45 AM CEO Forum  
*Plaza II*  
Welcome and Introductions  
*Frédéric J. Piccolo, President and CEO, Sarasota Manatee Airport Authority*  
*Kevin M. Burke, President and CEO, ACI-NA*  
*James C. Cherry, Chair, ACI-NA; President and CEO, Aéroports de Montréal*

- 9:45 AM - 11:00 AM    When Technology Disrupts The Airport Business Model  
*Plaza II*  
*Cer-Sharing: Eva Cheong, Associate Airport Director for Operations , San Francisco International Airport*  
*Device Tracking: John Powell, Business Development Manager, SITA*  
*Drones: Brian Wynne, President & CEO, Association for Unmanned Vehicle Systems International*  
*Moderated by: Robert R. Wigington, President & CEO, Metropolitan Nashville Airport Authority*
- 11:00 AM - 11:30 AM    Complexities of Getting a Project Off the Ground: Successful Relationships to Get Things Right!  
*Plaza II*  
*David Bannard, Partner, Foley & Lardner LLP*  
*Gregg Paradise, President & CEO, Paradise*  
*Stanis Smith, Executive Vice President, Buildings, Stantec*  
*Moderated by: Lorana de Rodriguez, President, SSI, Inc.*
- 11:30 AM - 12:15 PM    Big Benefits from Involving Small Business  
*Plaza II*  
*Thella F. Bowens, President & CEO, San Diego County Regional Airport Authority*  
*Bob Silvas, President, The Silvy Group*  
*Moderated by: Dr. Emilio González, Aviation Director, Miami-Dade County Aviation Department*
- 12:15 PM - 1:15 PM    ACI-NA Executive Committee & WBP/Associates Board Executive Committee Meeting with lunch  
*Bay Island*
- 12:15 PM - 1:15 PM    Lunch  
*Green Marbled Foyer*
- 1:30 PM - 2:30 PM    What's All The Noise About Airport Noise?  
*Plaza II*  
*Carl Burleson, Deputy Assistant Administrator, Office of Policy, International Affairs and Environment, FAA*  
*Margaret McKeough, Executive Vice President and Chief Operating Officer, Metropolitan Washington Airports Authority*  
*Craig Richmond, President & Chief Executive Officer, Vancouver Airport Authority*  
*Moderated by: William R. Vanacek, Director of Aviation, Buffalo Niagara International Airport*
- 2:30 PM - 3:45 PM    Upgrading Your Response & Recovery Plans  
*Plaza II*  
*Craig Bradbrook, Vice President Aviation Services, Greater Toronto Airport*  
*John Paczkowski, Senior Vice President, ICF*  
*Moderated by: Thomas Bosco, Director, Aviation, Port Authority of New York and New Jersey*

- 3:45 PM - 4:15 PM Break  
*Plaza II*
- 4:15 PM - 5:30 PM Airports - The Battleground for Imposing the Community's Social Agenda  
*Plaza II*  
*Mark Gale, Chief Executive Officer, Philadelphia International Airport*  
*Mark M. Reis, Managing Director, Seattle-Tacoma International Airport*  
*James C. Cherry, President & CEO, Aéroports de Montréal*  
*Myrna White, Director, Office of Public Affairs, Hartsfield-Jackson Atlanta International Airport*  
*Moderated by: Candace McGraw, CEO, Cincinnati/Northern Kentucky International Airport*
- 6:00 PM - 9:00 PM Host Airport Reception and Dinner  
*An Evening in Sarasota*  
*Sponsored by AECOM and EG Solutions*
- 

## Friday, February 6

- 7:45 AM - 10:00 AM Registration  
*Green Marbled Foyer*
- 7:45 AM - 8:45 AM Conference Breakfast  
*Green Marbled Foyer*
- 8:00 AM - 8:30 AM FAA Reauthorization Breakfast Discussion  
*Plaza II*  
*Kevin M. Burke, President and CEO, ACI-NA*  
*Maureen Riley, First Vice Chair ACI-NA and Executive Director, Salt Lake City Department of Airports*  
*Lew Bleiwels, Chair, U.S. Policy Board and Executive Director, The Greater Asheville Regional Airport Authority*
- 8:45 AM - 10:00 AM CEO Forum (AIRPORTS ONLY)  
Can Airports and FBOs Speak The Same Language?  
*Plaza II*  
*Michael A. Hodges, President and CEO, Airport Business*  
*Jim Hopkins, Vice President, Sales & Government Affairs, Landmark Aviation*  
*Mike Landguth, President & CEO, Raleigh-Durham Airport Authority*  
*Mary Miller, Vice President, Industry & Government Affairs, Signature Flight Support*  
*Tom Ruth, President and CEO, Edmonton Regional Airports Authority*  
*Moderated by: Gregory B. Kelly, Executive Director, Savannah Airport Commission*
- 10:00 AM - 11:00 AM Risk-Based Security When The Risks Keep Changing  
*Plaza II*  
*Dr. Erroll G. Southers, Managing Director, Counter-terrorism and Infrastructure Protection, TAL Global*  
*Moderated by: Maureen Riley, Executive Director, Salt Lake City Department of Airports*

- 8:45 AM - 9:45 AM CEO Forum (ASSOCIATES ONLY)  
Foreign Fighters and the Aviation Threat  
Plaza IV  
*Dr. Erroll G. Southers, Managing Director, Counter-terrorism and Infrastructure Protection, TAL Global*  
*Moderated by: Lorena de Rodriguez, President, SSI, Inc.*
- 9:45 AM - 10:00 AM Break  
*Green Marbled Foyer*
- 10:00 AM - 11:00 AM Consultants In the World Marketplace  
Plaza IV  
*Angela Gittens, Director General, ACI*  
*Moderated by: Susan Prediger, President, SP Consulting, LLC*
- 11:00 AM - 12:00 PM ACI-NA Town Hall  
Plaza II  
*Kevin M. Burke, President and CEO, ACI-NA*  
*James C. Cherry, Chair, ACI-NA; President and CEO, Aéroports de Montréal*
- 12:00 PM Wrap Up and Adjourn  
Plaza II

Up Next >>

Register at [www.aci-na.org](http://www.aci-na.org).



Facebook

[facebook.com/airportscouncil](https://facebook.com/airportscouncil)



Twitter

[@airportscouncil](https://twitter.com/airportscouncil)  
Forum Hashtag #Airports15

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**TRAVEL EXPENSE REPORT**

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

TRAVELER: Thella F. Bowens DEPT. NAME & NO. Executive Office/BU 6  
 DEPARTURE DATE: 2/1/2015 RETURN DATE: 2/3/2015 REPORT DUE: 3/5/15  
 DESTINATION: Denver, CO

*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 (Prepaid by Authority)	Employee Expenses								TOTALS
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY		
		2/1/15	2/2/15	2/3/15						
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$871.80									0.00
Conference Fees (provide copy of flyer/registration expenses)	\$1,135.00									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.)*				62.25						62.25
Hotel*		170.98	170.98							341.96
Telephone, Internet and Fax*										0.00
Laundry*										0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)										0.00
Meals (include tips pd.)	Breakfast*		24.47							24.47
	Lunch*	11.87								11.87
	Dinner*									0.00
	Other Meals*			4.00						4.00
Alcohol is a non-reimbursable expense										
Hospitality <sup>1</sup> *										0.00
Miscellaneous:										0.00
										0.00
*Provide detailed receipts										0.00
<b>Total Expenses prepaid by Authority</b>	<b>2,006.80</b>	<b>182.85</b>	<b>195.45</b>	<b>66.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>444.55</b>

Explanation:	Total Expenses Prepaid by Authority	2,006.80
	Total Expenses Incurred by Employee (including cash advances)	444.55
	<b>Grand Trip Total</b>	<b>2,451.35</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	2,006.80
	Due Traveler (positive amount) <sup>2</sup>	
	Due Authority (negative amount) <sup>3</sup>	444.55

*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.  
<sup>2</sup> Prepare Check Request  
<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>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>5</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.

Prepared By: Kim Ayers Ext.: 2447  
 Traveler Signature: Thella F. Bowens Date: 2/27/15  
 Approved By: \_\_\_\_\_ 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.

Sheraton Denver  
 1550 Court Place  
 Denver, CO 80202-5107  
 United States  
 Tel: 303-893-3333 Fax: 303-626-2543



Ms Thella BOWENS  
 San Diego International Airpor  
 Po Box 82776  
 San Diego, CA 92138

Page Number : 1  
 Guest Number : 1361707  
 Follo ID : A  
 Arrive Date : 01-FEB-15 10:57  
 Depart Date : 03-FEB-15 12:00  
 No. Of Guest : 1  
 Room Number : 3514  
 Club Account : ██████████

Sheraton Denver 03-FEB-15 05:10 9999

Date	Reference	Description	Charges (USD)	Credits (USD)
01-FEB-15	RT3514	Room Chrg Grp Corporate	149.00	} \$170.98
01-FEB-15	RT3514	Occupancy/Tourism Tax	21.98	
02-FEB-15	510990112	1550 Restaurant	24.47	- Receipt attached
02-FEB-15	RT3514	Room Chrg Grp Corporate	149.00	} \$170.98
02-FEB-15	RT3514	Occupancy/Tourism Tax	21.98	
03-FEB-15	AX	American Express		-366.43
** Total			366.43	-366.43
*** Balance			0.00	

For your convenience, we have prepared this zero-balance folio. Charges not reflected on this folio will be charged to the credit card on file. While this folio reflects a \$0 balance your credit card may not be charged until after your departure.

Continued on the next page

Sheraton Denver  
1550 Court Place  
Denver, CO 80202-5107  
United States  
Tel: 303-893-3333 Fax: 303-626-2543



Ms Thella Bowens  
San Diego International Airpor  
Po Box 82776  
San Diego, CA 92138

Page Number : 2  
Guest Number : 1361707  
Folio ID : A  
Arrive Date : 01-FEB-15 10:57  
Depart Date : 03-FEB-15 12:00  
No. Of Guest : 1  
Room Number : 3514  
Club Account : ██████████

As a Starwood Preferred Guest you have earned at least 683 Starpoints for this visit A50768218495

Tell us about your stay. [www.sheraton.com/reviews](http://www.sheraton.com/reviews)

**RECEIPTS FROM TRAVEL TO DENVER, CO  
FEBRUARY 1-3, 2015 - THELLA F. BOWENS**

Zoup! Sheraton Hotel (Downtown Denver, CO)  
1550 Court Place  
Denver CO, 80202  
303-573-5035

ORDER # 30

Name : Thella

Location: ZOU00143  
Device: POS1  
Origin: POS  
Order ID: 75849  
Cashier: Ashley  
Date: 02/01/2015  
Time: 11:01 AM  
Time In

1 1/2 Side-North Indian Lentil \$4.50  
\*no Bread  
#17 Two Combo \$4.50  
1 Try 2-Half-Lemon Caper Tuna\* \$1.99  
1 Soda - Medium \$1.99

Subtotal \$10.99  
Sales Tax \$0.88  
TOTAL \$11.87  
Cash \$29.00  
Change Due \$8.13  
Balance \$0.00

Go to Zoup.com to register for our  
Daily Email.

**RECEIPT**

DATE 2/3/15  
FROM SHERATON  
TO AIRPORT  
FARE \$52.25 + 10 TIP  
CAB# 35244 \$62.25

**YELLOW CAB**

7500 E. 41ST AVE., DENVER, CO 80216  
777-7777

**SHERATON DENVER**  
Downtown Hotel  
1550 COURT PLACE  
DENVER, CO 80202  
303-893-3333

RORY V 51099011.2  
Mon 02/02/15 8:12 AM Table 52  
Guest Num: 2 Guests 3  
1550

1 BREAKFAST BUFFE 18.95  
-----  
514 SubTotal 18.95  
Y BOWENS, THELLA  
Sales Tax 1.52  
**Total 20.47**

RM CHRG TIP.. 4.00  
514 Y BOWENS, THELLA 24.47  
RM CHRG Tendered 24.47

FOR ROOM CHARGES ONLY!

Gratuity \_\_\_\_\_  
Total Charge \_\_\_\_\_  
Room Number \_\_\_\_\_  
Print Name \_\_\_\_\_  
SIGNATURE \_\_\_\_\_

**RECEIPTS FROM TRAVEL TO DENVER, CO  
FEBRUARY 1-3, 2015 - THELLA F. BOWENS**

**D A Z B O G**  
1-866-203-5480 www.cintl.com  
Denver International Airport  
8900 Penna Blvd.

1027 Nittaya  
-----  
Chk 1867 Feb03'15 05:34A Gst 0  
-----  
DINE IN  
1 coffee 1.95  
1 SM BTL WATER 1.75  
  
Subtotal 3.70  
Tax 0.30  
05:34AM Total 4.00

Thank you for visiting us,  
please come again.  
For Customer comments,  
Please call (866) 203-5480

**D A Z B O G**  
1-866-203-5480 www.cintl.com  
Denver International Airport  
8900 Penna Blvd.

Date: Feb03'15 05:34AM  
Card Type: Amex  
Acct #: XXXXXXXX  
Card Entry: SWIPED  
Trans Type: PURCHASE  
Trans Key: BIB003567983758  
Auth Code: 530110  
Check: 1867  
Server: 1027 Nittaya

Subtotal:

4.00

I agree to pay total according  
to my card issuer agreement.

\*\*\* Customer Copy \*\*\*

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**OUT-OF-TOWN TRAVEL REQUEST**

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

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

2. DATE OF REQUEST: 12/4/14 PLANNED DATE OF DEPARTURE/RETURN: 2/1/15 / 2/4/15

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

Destination: Denver, CO Purpose: Attend 2015 Routes Americas Conference  
Explanation:

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

**A. TRANSPORTATION COSTS:**

• AIRFARE \$ 400.00  
• OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 140.00

B. LODGING \$ 550.00

C. MEALS \$ 200.00

D. SEMINAR AND CONFERENCE FEES \$ 1875.00

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

F. OTHER INCIDENTAL EXPENSES \$ \_\_\_\_\_

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 3165.00

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

Travelers Signature: Thella Bowens Date: 5 Dec 2014

**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, Lorraine Bennett, Assistant Authority Clerk II, 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 January 5, 2015 meeting.  
(Leave blank and we will insert the meeting date.)



Traveltrust  
Phone: 1-760-635-1700

Electronic Invoice

Prepared For:  
BOWENS/THELLA

Ref: 6

SALES PERSON	E4
INVOICE NUMBER	5327229
INVOICE ISSUE DATE	02 Jan 2015
RECORD LOCATOR	UASLMJ
CUSTOMER NUMBER	0000SDCRAA

Client Address  
SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
PO BOX 82776  
SAN DIEGO CA 92138-2776  
GATE CODE 4006-283

Notes  
YOUR UNITED ETICKET CONFIRMATION IS \*\*CGQNBG\*\*  
YOUR DELTA ETICKET CONFIRMATION IS \*\*G6X8HJ\*\*

DATE: Sun, Feb 01

Flight: UNITED AIRLINES 1733			
From	SAN DIEGO, CA	Departs	6:15am
To	DENVER, CO	Arrives	9:42am
Departure Terminal	2		
Duration	2hr(s) 27min(s)	Class	United Economy
Type	BOEING 737-900	Meal	Food and Beverage for Purchase
	JET		
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA		
		Confirmed	

DATE: Tue, Feb 03

Flight: DELTA AIR LINES INC 2442			
From	DENVER, CO	Departs	2:45pm
To	ATLANTA, GA	Arrives	7:37pm
		Arrival Terminal	S
Duration	2hr(s) 52min(s)	Class	Economy
Type	MCDONNELL	Meal	Refreshments for Purchase
	DOUGLAS MD-90		
	JET		
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 31C	

DATE: Tue, Feb 03

Flight: DELTA AIR LINES INC 776			
From	ATLANTA, GA	Departs	10:09pm
To	SARASOT/BRADENTN, FL	Arrives	11:43pm
Departure Terminal	S		
Duration	1hr(s) 34min(s)	Class	Economy
Type	BOEING 737-800 JET	Meal	

Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 30C	[REDACTED]

**DATE: Fri, Feb 06**

<b>Flight: DELTA AIR LINES INC 1297</b>			
From	SARASOTA/BRADENTN, FL	Departs	3:08pm
To	ATLANTA, GA	Arrives	4:50pm
		Arrival Terminal	S
Duration	1hr(s) 42min(s)	Class	Economy
Type	MCDONNELL DOUGLAS MD-88 JET	Meal	
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 33D	[REDACTED]

**DATE: Fri, Feb 06**

<b>Flight: DELTA AIR LINES INC 1967</b>			
From	ATLANTA, GA	Departs	5:35pm
To	SAN DIEGO, CA	Arrives	7:29pm
Departure Terminal	S	Arrival Terminal	2
Duration	4hr(s) 54min(s)	Class	Economy
Type	BOEING 737-900 JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 35C	[REDACTED]

**DATE: Wed, Aug 05**

<b>Others</b>	
ATLANTA THANK YOU FOR YOUR BUSINESS	

**Ticket Information**

<b>Ticket Number</b>	UA7515250645	<b>Passenger</b>	BOWENS THELLA		
		<b>Billed to:</b>	[REDACTED]	USD	* 655.80
<b>Service Fee</b>	XD 0642120474	<b>Passenger</b>	BOWENS THELLA		
		<b>Billed to:</b>	[REDACTED]	USD	* 30.00
				<b>SubTotal</b>	USD 685.80
				<b>Net Credit Card Billing</b>	* USD 685.80
				<b>Total Amount Due</b>	USD 0.00

**ITINERARY NOTES:**  
 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.  
 UNITED AIRLINES CONFIRMATION NUMBER - CGQNBG  
 DELTA AIR LINES CONFIRMATION NUMBER - G6X8HJ

Your travel arranger provides the information contained in this document. If you have any questions about the content, please contact your travel arranger. For Credit Card Service fees, please see eTicket receipt for total charges.



Traveltrust  
Phone: 1-760-635-1700

Electronic Invoice

Prepared For:  
BOWENS/THELLA

Ref: 6

SALES PERSON	E4
INVOICE NUMBER	5327502
INVOICE ISSUE DATE	06 Jan 2015
RECORD LOCATOR	UASLMJ
CUSTOMER NUMBER	0000SDCRAA

Client Address  
SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
PO BOX 82776  
SAN DIEGO CA 92138-2776  
GATE CODE 4006-2B3

Notes  
YOUR UNITED ETICKET CONFIRMATION IS \*\* CGQNBG \*\*  
YOUR DELTA ETICKET CONFIRMATION IS \*\* G6X8HJ \*\*

DATE: Sun, Feb 01

Flight: UNITED AIRLINES 1733			
From	SAN DIEGO, CA	Departs	6:15am
To	DENVER, CO	Arrives	9:42am
Departure Terminal	2		
Duration	2hr(s) 27min(s)	Class	United Economy
Type	BOEING 737-900 JET	Meal	Food and Beverage for Purchase
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 09C	[REDACTED]
		Economy Plus Seat	
		Confirmed	

DATE: Tue, Feb 03

Flight: DELTA AIR LINES INC 2442			
From	DENVER, CO	Departs	2:45pm
To	ATLANTA, GA	Arrives	7:37pm
		Arrival Terminal	S
Duration	2hr(s) 52min(s)	Class	Economy
Type	MCDONNELL DOUGLAS MD-90 JET	Meal	Refreshments for Purchase
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 12E	[REDACTED]

DATE: Tue, Feb 03

Flight: DELTA AIR LINES INC 776			
From	ATLANTA, GA	Departs	10:09pm
To	SARASOTA/BRADENTN, FL	Arrives	11:43pm
Departure Terminal	S		
Duration	1hr(s) 34min(s)	Class	Economy

Type	BOEING 737-800 JET	Meal	
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 10D	[REDACTED]

DATE: Fri, Feb 06

Flight: DELTA AIR LINES INC 1297			
From	SARASOTA/BRADENTN, FL	Departs	3:08pm
To	ATLANTA, GA	Arrives	4:50pm
Duration	1hr(s) 42min(s)	Arrival Terminal	S
Type	MCDONNELL DOUGLAS MD-88 JET	Class	Economy
Stop(s)	Non Stop	Meal	
Seat(s) Details	BOWENS/THELLA	Seat(s) - 11C	[REDACTED]

DATE: Fri, Feb 06

Flight: DELTA AIR LINES INC 1967			
From	ATLANTA, GA	Departs	5:35pm
To	SAN DIEGO, CA	Arrives	7:29pm
Departure Terminal	S	Arrival Terminal	2
Duration	4hr(s) 54min(s)	Class	Economy
Type	BOEING 737-900 JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 10B	[REDACTED]

DATE: Wed, Aug 05

Others	
ATLANTA THANK YOU FOR YOUR BUSINESS	

Ticket Information

Ticket Number	DL 0143232090	Passenger	BOWENS THELLA	Billed to:	[REDACTED]	USD	* 59.00
Ticket Number	DL 0143232091	Passenger	BOWENS THELLA	Billed to:	[REDACTED]	USD	* 29.00
Ticket Number	DL 0143232092	Passenger	BOWENS THELLA	Billed to:	[REDACTED]	USD	* 29.00
Ticket Number	DL 0143232093	Passenger	BOWENS THELLA	Billed to:	[REDACTED]	USD	* 59.00
Service Fee	XD 0642215953	Passenger	BOWENS THELLA	Billed to:	[REDACTED]	USD	* 10.00
						SubTotal	USD 186.00
						Net Credit Card Billing	* USD 186.00
						<b>Total Amount Due</b>	<b>USD 0.00</b>

ITINERARY NOTES:  
 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.  
 UNITED AIRLINES CONFIRMATION NUMBER - CGQN8G  
 DELTA AIR LINES CONFIRMATION NUMBER - G6X8HJ

Your travel arranger provides the information contained in this document. If you have any questions about the content, please contact your travel

INVOICE



Transaction:	10144841
Transaction Date:	11-DEC-2014
Account:	65548141
P.O.:	
Your VAT No:	
Client Name:	
Related Transaction:	

Routes Americas 2015  
Denver  
01-FEB-2015 - 03-FEB-2015

UBM Information Limited	
Business Service Centre	
1st Floor, 26 Kings Hill Avenue	
Kings Hill	
Maldstone	
Kent	
ME18 4AE	
United Kingdom	
UBM Contact:	Daniel Zaborny
Telephone:	+44 207 921 8505 (21608)
Fax:	
Email:	daniel.zaborny@ubm.com

Accounts Payable  
San Diego International Airport  
PO BOX 82776  
San Diego CA 92138  
United States

Order/Contract	Order Date	Salesperson	Payment Terms	Due Date
1379223	10-DEC-2014	No Sales Credit	Due Immediately	11-DEC-2014

Description	Quantity	Price	% this Invoice	VAT IDs	Net	VAT	Total
Conference Admissions Airport Delegate (>4m Pax) NM Contact Name: Thelma Bowens Stand Size: 0	1	1,135.00	100	a	1,135.00	0.00	1,135.00

Total Amount: USD 1,135.00 0.00 1,135.00

ID	Our Registration	Tax Code	Tax Rate	Tax Amount	Local Amount	Exchange Rate
a	GB238623356	GB_AR_OUT OF SCOPE	0%	USD 0.00	GBP 0.00	6389

Outside the scope of VAT

UBM Information Limited Ludgate House 245 Blackfriars Road, London, SE19UY, United Kingdom

Please send bank the remittance advice below to ensure prompt allocation to your account.

Remittance Advice

UBM Information Limited Business Service Centre 1st Floor, 26 Kings Hill Avenue Kings Hill Maldstone Kent ME18 4AE United Kingdom	Account: 65548141 Amount: USD 1,135.00 Electronic Transfer: Bank: Lloyds TSB Branch: City Office - London Account No.: 11264336 Sort Code: 301218 SWIFT: LOYDGB2LCTY IBAN: GB05LOYD30121811264336	Invoice: 10144841 Payer: San Diego International Airport Credit Cards: To make payment via credit card, please call us on: +44 207 921 8505 (21608) Cheques made payable to: UBM Information Limited
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# Wire Transfer Daily Activity Detail Report

SDAIRPORT

SinglePoint

Reported Activity From 12/18/2014 TO 12/18/2014

Printed on 12/18/2014 at 1:27 PM PST



Total Transactions Listed: 1

Send Date	Amount	Control No	Type	PAR No	Fed Ref/ SWIFT Ref	Status
12/18/2014	\$1,135.00	80124498	INTL-USD	141218024172	IMT2895066824	Completed

**Repeat Code/Template ID**

Debit Account Name GENERAL ACCOUNT

**Repeat Code Nickname N/A**

Debit Account Number

Value Date 12/18/2014

FX Amount N/A

FX Rate N/A

Currency USD

USD Equivalent N/A

Contract Number N/A

**Receiver Bank Information (RCY)**

SWIFT / BIC ID LOYDGB2LCTY

Address Line 1 (CITY OFFICE)

City GILLINGHAM

Bank Name LLOYDS BANK PLC

Address Line 2

Country UNITED KINGDOM

**Beneficiary Bank Information (BBK)**

SWIFT / BIC ID LOYDGB2LCTY

Address Line 1 (CITY OFFICE)

City GILLINGHAM

Bank Account Number

Bank Name LLOYDS BANK PLC

Address Line 2

Country UNITED KINGDOM

**Beneficiary Information (BNF)**

Name UBM INFORMATION LIMITED

Address Line 1 1ST FLOOR, 26 KINGS HILL AVE

City KENT ME19 4AE

Account Number GB05LOYD30121811264338

Address Line 2 KINGS HILL, MAIDSTONE

Country UNITED KINGDOM

**Notification Email Address**

RFB SDCRAA

OBI Line 1 ROUTES AMERICAS, ACCT 65548141

OBI Line 3 FEBRUARY 1-3, 2015

OBI Line 2 REGISTRATION FOR THELLA BOWENS

OBI Line 4 INVOICE 10144841

**Bank to Bank Information (BBI)**

Line 1

Line 3

Line 2

Line 4

**Originator Information (ORG)**

Name SAN DIEGO CTY REGIONAL AIRPORT AUTH

Address Line 1 3225 NORTH HARBOR DRIVE

City SAN DIEGO

Account Number

Address Line 2 92101

Country UNITED STATES

**Wire Transfer History Information**

create 12/18/2014 12:18:08 by SANDY@SDAIRPORT

approve 12/18/2014 13:15:34 by MICHAEL@SDAIRPORT

Sent to Bank 12/18/2014 13:15:35 by System

Completed 12/18/2014 13:20:33 by System

Wire Transfer Totals by Status:

Status	Total Number	Total Amount
Completed	1	\$1,135.00
In Process	0	-
Approval Required	0	-
Expired	0	-
Cancelled	0	-
Rejected	0	-
Entered-0	0	-
Deleted	0	-

----- End of Report -----



# Routes Americas 2015

The route development forum for the Americas

Denver, Colorado, USA • 1 - 3 February 2015

## Event Programme

### Saturday 31 January

ALL DAY

Tours

18:30 - 20:00

Saturday Reception sponsored by Brand USA

Location: South Convention Lobby

### Sunday 1 February

11:30

Registration, Diary Advice & Networking Area Open

12:00

Welcome refreshments provided by Denver International Airport and Visit Denver

Location: Plaza Foyer

12:30- 16:00

Routes Americas Strategy Summit

Location: Plaza Ballroom

16:00- 18:00

Transportation to Welcome Reception (Journey time: 10 minutes)

Location: Sports Authority Field at Mile High

16:30- 22:00

Welcome Reception hosted by Denver International Airport and Visit Denver

Location: Sports Authority Field at Mile High

18.00- 22:00

Transportation back to Official Hotel (Journey time: 10 minutes)

### Monday 2 February

08:00

Registration, Diary Advice & Networking Area Open

08.30- 10:55

Face-to-Face Meetings

10:55- 11:25

Refreshment Break

11.25- 12.35

Face-to-Face Meetings

12:35- 14:00	Networking Lunch Location: Plaza Ballroom Foyer
14:00- 15:35	Face-to-Face Meetings
15:35- 16:05	Refreshment Break
16:05- 17:40	Face-to-Face Meetings
17:40	Final Meeting ends
18:30 - 19:30	Networking Evening Transportation (Journey time: short)
19:30	Networking Evening hosted by Denver International Airport and Visit Denver Location: Seawell Ballroom, Denver Center for the Performing Arts
20:00 - 20:20	Routes Americas Marketing Awards
23:00	Networking Evening Ends
21:20 - 23:00	Transportation back to Official Hotel (Journey time: short)

## Tuesday 3 February

08:00	Registration, Diary Advice & Networking Area opens
08:30- 10:55	Face-to-Face Meetings
10:55- 11:25	Refreshment Break
11:25- 12:35	Face-to-Face Meetings
12:35- 14:00	Networking Lunch hosted by Routes Americas 2016 Host Location: Plaza Ballroom foyer
13:00- 13:30	Handover Ceremony Location: Plaza Ballroom foyer
14:00- 16:25	Face-to-Face Meetings
16:25	Final Meeting ends - Event Closes

## Wednesday 4 February

ALL DAY	Complimentary Tours
---------	---------------------



UBM Information Ltd, 113-115 Portland Street, Manchester, M1 6DW, United Kingdom  
 T. +44 (0)161 234 2711 F. +44 (0)161 234 2727 Company Number: 00370721  
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**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
TRAVEL EXPENSE REPORT**

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

TRAVELER: Thella F. Bowens DEPT. NAME & NO. Executive Office/BU 6  
 DEPARTURE DATE: 1/9/2015 RETURN DATE: 1/13/2015 REPORT DUE: 2/12/15  
 DESTINATION: Kona, Hawaii

*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 (Prepaid by Authority)	Employee Expenses							TOTALS
		SUNDAY 1/11/15	MONDAY 1/12/15	TUESDAY 1/13/15	WEDNESDAY	THURSDAY	FRIDAY 1/9/15	SATURDAY 1/10/15	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	579.40								0.00
Conference Fees (provide copy of flyer/registration expenses)	710.00								0.00
Rental Car*			125.58						125.58
Gas and Oil*			6.51						6.51
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*									0.00
Hotel*	651.02	325.51						325.51	651.02
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)									0.00
Meals (Include tips pd.)	Breakfast*		38.29						38.29
	Lunch*		36.16	28.84				36.29	103.29
	Dinner*		75.44				34.40		109.84
	Other Meals*						8.99		8.99
<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>1,940.42</b>	<b>361.67</b>	<b>245.82</b>	<b>28.84</b>	<b>0.00</b>	<b>0.00</b>	<b>43.39</b>	<b>363.80</b>	<b>1,043.52</b>

Explanation:	Total Expenses Prepaid by Authority	1,940.42
	Total Expenses Incurred by Employee (including cash advances)	1,043.52
	<b>Grand Trip Total</b>	<b>2,983.94</b>
	Less Cash Advances (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	1,940.42
	<b>Due Traveler (positive amount)<sup>2</sup></b>	<b>1,043.52</b>
<b>Due Authority (negative amount)<sup>3</sup></b>	<b>1,043.52</b>	
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

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>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>5</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>4</sup> Travel and Lodging Expense Reimbursement Policy 3.40

<sup>5</sup> Business Expense Reimbursement Policy 3.30

Prepared By: Kim Ayers  
 Traveler Signature: Thella F. Bowens  
 Approved By: \_\_\_\_\_

Ext: 2445  
 Date: 2/27/15  
 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 traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: 06

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

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

2. DATE OF REQUEST: 10/15/14 PLANNED DATE OF DEPARTURE/RETURN: 1/9/15 / 1/15/15

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

Destination: Kona, Hawaii

Purpose: Attend the Policy Review Committee Meetings and 29<sup>th</sup> Annual AAEE Aviation Issues Conference

Explanation: \_\_\_\_\_

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 800.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 250.00

B. LODGING \$ 1300.00

C. MEALS \$ 400.00

D. SEMINAR AND CONFERENCE FEES \$ 710.00

E. ENTERTAINMENT (if applicable) \$

F. OTHER INCIDENTAL EXPENSES \$

**TOTAL PROJECTED TRAVEL EXPENSE \$ 3460.00**

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

Travelers Signature:  Date: 10/17/14

**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**

Lorraine Bennett, Asst. Auth. Clerk II, 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 10/27/2014 meeting.  
(Leave blank and we will insert the meeting date.)

## Agenda

**AGENDA PREVIEW** (Agenda and Topics Subject to Change)  
Session Format: Panel Discussion with Audience Participation

### Sunday, January 11

8 a.m. - 12 p.m. AAAB Board/Policy Review Committee Meeting  
3 - 7 p.m. Conference Registration  
5:30 - 7 p.m. Opening Reception

### Monday, January 12

7 a.m. - 12:15 p.m. Conference Registration  
7 - 8:15 a.m. Breakfast  
7 - 8:15 a.m. AAAB Committee Meetings  
8:15 - 9:00 a.m. Welcome Remarks  
9:00 - 10:15 a.m. **Session 1: 2015 State of the Industry: A Discussion with Aviation Leaders**  
10:15 - 10:45 a.m. Break with Exhibitors  
10:45 a.m. - 12 p.m. **Session 2: Washington Update: Elections Have Consequences. What Will They Be for Aviation?**  
12 - 4 p.m. Issue Briefings  
1:30 - 3 p.m. **FAA Leadership Focus - An Informal Discussion with FAA Leaders**

### Tuesday, January 13

7:30 a.m. - 12 p.m. Conference Registration  
7:30 - 8:30 a.m. Breakfast  
7:30 - 8:30 a.m. AAAB Committee Meetings  
8:30 - 10 a.m. **Session 3: FAA Reauthorization Preview: Industry Needs and Priorities**  
10 - 10:30 a.m. Break with Exhibitors  
10:30 a.m. - 12 p.m. **Session 4: FAA Reauthorization Preview: Aviation System Financing: Time for Change?**  
12 - 4 p.m. Issue Briefings  
12:30 - 6 p.m. Golf Tournament at the Mauna Lani Resort

### Wednesday, January 14

7:30 a.m. - 12 p.m. Conference Registration  
7:30 - 8:30 a.m. Breakfast  
7:30 - 8:30 a.m. Airport Board Member & Commissioner Roundtable  
8:30 - 10 a.m. **Session 5: FAA Reauthorization Preview: ATC Modernization**  
10 - 10:30 a.m. Break with Exhibitors  
10:30 a.m. - 12 p.m. **Session 6: FAA Reauthorization Preview: Small Community Air Service**  
12 - 4 p.m. Issue Briefings  
5 - 6:30 p.m. Reception

### Thursday, January 15

7:30 a.m. - 12 p.m. Conference Registration  
7:30 - 8:30 a.m. Breakfast  
8:30 - 10 a.m. **Session 7: International Aviation: Facilitation, the Environment, and Evolving Issues**  
10 - 10:30 a.m. Break with Exhibitors  
10:30 a.m. - 12 p.m. **Session 8: Aviation Security: Technology and Policy Update**  
1:30 - 3 p.m. **TSA Leadership Focus - An Informal Discussion with TSA Leaders**



Traveltrust  
Phone: 1-760-635-1700

## Electronic Invoice

Prepared For:  
BOWENS/THELLA

Ref: 6

SALES PERSON	E4
INVOICE NUMBER	5325563
INVOICE ISSUE DATE	05 Dec 2014
RECORD LOCATOR	JSKGAD
CUSTOMER NUMBER	0000SDCRAA

Client Address  
SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
PO BOX 82776  
SAN DIEGO CA 92138-2776  
GATE CODE 4006-283

### DATE: Fri, Jan 09

<b>Flight: UNITED AIRLINES 763</b>			
From	SAN DIEGO, CA	Departs	1:31pm
To	SAN FRANCISCO, CA	Arrives	3:06pm
Departure Terminal	2	Arrival Terminal	3
Duration	1hr(s) 35min(s)	Class	United Economy
Type	AIRBUS INDUSTRIE A320 JET	Meal	Refreshment - Complimentary
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 11C Economy	Plus Seat Confirmed

### DATE: Fri, Jan 09

<b>Flight: UNITED AIRLINES 1723</b>			
From	SAN FRANCISCO, CA	Departs	5:22pm
To	KONA, HI	Arrives	8:58pm
Departure Terminal	3		
Duration	5hr(s) 36min(s)	Class	United Economy
Type	BOEING 737-900 JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 21E Economy	Plus Seat Confirmed

### DATE: Wed, Jan 14

<b>Flight: UNITED AIRLINES 1205</b>			
From	KONA, HI	Departs	3:17pm
To	LOS ANGELES, CA	Arrives	10:41pm
		Arrival Terminal	7
Duration	5hr(s) 24min(s)	Class	United Economy
Type	BOEING 737-800 JET	Meal	Food and Beverage for Purchase

Stop(s)	Non Stop	Seat(s) - 11C Economy
Seat(s) Details	BOWENS/THELLA	Plus Seat
		Confirmed

**DATE: Wed, Jan 14**

**Flight: UNITED AIRLINES 5602**

From	LOS ANGELES, CA	Departs	11:19pm
To	SAN DIEGO, CA	Arrives	12:12am (+1 day)
Departure Terminal	8	Arrival Terminal	R
Duration	0hr(s) 53min(s)	Class	United Economy
Type	CRJ-CANADAIR REGIONAL JET	Meal	
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 03C	

**DATE: Mon, Jul 13**

**Others**

LOS ANGELES  
THANK YOU FOR  
YOUR BUSINESS

**Ticket Information**

Ticket Number	UA7511167342	Passenger	BOWENS THELLA		
		Exchange			
		Billed to:		USD	* 324.40
Service Fee	XD 0641482545	Passenger	BOWENS THELLA		
		Billed to:		USD	* 30.00
				<b>SubTotal</b>	USD 354.40
				<b>Net Credit Card Billing</b>	* USD 354.40
				<b>Total Amount Due</b>	USD 0.00

**ITINERARY NOTES:**

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. UNITED AIRLINES CONFIRMATION NUMBER - BPRJS1

Your travel arranger provides the information contained in this document. If you have any questions about the content, please contact your travel arranger. For Credit Card Service fees, please see eTicket receipt for total charges.



Traveltrust  
Phone: 1-760-635-1700

Electronic Invoice

Prepared For:  
BOWENS/THELLA

Ref: 6

SALES PERSON	E4
INVOICE NUMBER	5326151
INVOICE ISSUE DATE	12 Dec 2014
RECORD LOCATOR	JSKGAD
CUSTOMER NUMBER	0000SDCRAA

Client Address  
SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
PO BOX 82778  
SAN DIEGO CA 92138-2778  
GATE CODE 4006-283

DATE: Fri, Jan 09

Flight: UNITED AIRLINES 763

From	SAN DIEGO, CA	Departs	1:31pm
To	SAN FRANCISCO, CA	Arrives	3:06pm
Departure Terminal	2	Arrival Terminal	3
Duration	1hr(s) 35min(s)	Class	United Economy
Type	AIRBUS INDUSTRIE A320 JET	Meal	Refreshment - Complimentary
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 11C Economy	[REDACTED]
		Plus Seat	
		Confirmed	

DATE: Fri, Jan 09

Flight: UNITED AIRLINES 1723

From	SAN FRANCISCO, CA	Departs	5:22pm
To	KONA, HI	Arrives	8:58pm
Departure Terminal	3		
Duration	5hr(s) 36min(s)	Class	United Economy
Type	BOEING 737-900 JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 21E Economy	[REDACTED]
		Plus Seat	
		Confirmed	

DATE: Fri, Jan 09

Car: HERTZ RENT CAR  
KONA, HI

Pick Up	8:58pm	Drop Off	13 Jan
Confirmation Number	G4144860499GOLD	Car Type	2/A Door, Intermediate
CD	40000	Member ID	[REDACTED]
Phone	808-329-3566		

Rate Plan For -	4 Days,0 Hours	USD	MI/KM	Extra MI/KM
	USD Rate	29.15	UNL	0.00
	Extra Hour	15.00	UNL	0.00
	Mandatory Charges	50.07		
	Approximate Total Price	166.67	UNL	

**DATE: Tue, Jan 13**

**Flight: UNITED AIRLINES 1205**

From	KONA, HI	Departs	3:17pm
To	LOS ANGELES, CA	Arrives	10:41pm
		Arrival Terminal	7
Duration	5hr(s) 24min(s)	Class	United Economy
Type	BOEING 737-800 JET	Meal	Food and Beverage for Purchase
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 07C	[REDACTED]
		Economy Plus Seat	
		Confirmed	

**DATE: Tue, Jan 13**

**Flight: UNITED AIRLINES 5602**

From	LOS ANGELES, CA	Departs	11:19pm
To	SAN DIEGO, CA	Arrives	12:12am (+1 day)
Departure Terminal	8	Arrival Terminal	R
Duration	0hr(s) 53min(s)	Class	United Economy
Type	CRJ-CANADAIR REGIONAL JET	Meal	
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 02B	[REDACTED]

**DATE: Mon, Jul 13**

Others

LOS ANGELES  
THANK YOU FOR  
YOUR BUSINESS

## Ticket Information

Ticket Number	UA7512062925	Passenger	BOWENS THELLA		
		Exchange	[REDACTED]		
		Billed to:	[REDACTED]	USD	* 200.00
Service Fee	XD 0641698834	Passenger	BOWENS THELLA		
		Billed to:	[REDACTED]	USD	* 25.00
				SubTotal	USD 225.00
				Net Credit Card Billing	* USD 225.00
				<b>Total Amount Due</b>	<b>USD 0.00</b>

**ITINERARY NOTES:**  
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.  
UNITED AIRLINES CONFIRMATION NUMBER - BPRJS1

Your travel arranger provides the information contained in this document. If you have any questions about the content, please contact your travel arranger. For Credit Card Service fees, please see eTicket receipt for total charges.

## Ayers Kim

---

**From:** aaaewebsites@aaae.org  
**Sent:** Tuesday, November 04, 2014 3:13 PM  
**To:** Bowens Thella  
**Cc:** Ayers Kim  
**Subject:** Your AAAE eService Purchase Receipt



### American Association of Airport Executives

601 Madison Street Suite 400, Alexandria, VA 22314. (703)824-0600 FAX (703) 797-9018

If the address listed below is incorrect, please contact our Membership department at (703) 824-0600.  
If you have a question concerning a meeting, please contact our Meetings department at (703) 824-0500.

### Receipt

Invoice ID: 669574

Invoice Date: 11/04/2014

Ms. Thella F Bowens  
3225 N. Harbor Drive  
San Diego CA 92101

QUANTITY	DESCRIPTION	UNIT COST	EXTENDED COST
	(150101) 29TH ANNUAL AVIATION ISSUES CONFERENCE - AAAE MEMBER RATE ( Ms. Thella F Bowens)		\$710.00
	Payment received on 11/04/2014		-\$710.00
	Payment Type: VISA [REDACTED]		
Thank you for your payment.		<b>BALANCE</b>	<b>\$0.00</b>

## Ayers Kim

**From:** Fairmont Hotels & Resorts <ORC@hotelstay.fairmont.com>  
**Sent:** Friday, December 12, 2014 10:38 AM  
**To:** Ayers Kim  
**Subject:** Confirmation for Ms Thella Bowens

*The*  
**Fairmont**  
ORCHID



Aloha Ms Thella Bowens,

Thank you for choosing The Fairmont Orchid. While you are here, we hope you will be able to experience all that Kohala Coast, Big island has to offer. Below, please find your reservation confirmation number and additional details.

As a valuable Fairmont President's Club member, we are pleased to provide you a suite of benefits to enhance your travel experience; including access to Great Rates Great Dates and Fairmont Moments as well as complimentary internet access and daily newspaper during your stays. We have further enhanced our ability to tailor your travel experience to what is important to you. [Log on](#) to select what you are most passionate about and explore all [benefits of your membership](#) including those that await with Premier membership.

Mahalo,  
The Fairmont Orchid

<b>Confirmation #</b>	95460932
<b>Block Name</b>	Aviation Issue Conference
<b>First Name</b>	Thella
<b>Last Name</b>	Bowens
<b>Arrival Date</b>	Friday, 09 Jan, 2015
<b>Departure Date</b>	Tuesday, 13 Jan, 2015
<b>Number Of Nights</b>	4
<b>Number Of Adults</b>	1
<b>Room Type</b>	Partial Ocean View King NS
<b>Deposit Policy</b>	2 nights room and tax required at time of booking
<b>Deposit Due Date</b>	Friday, 12 Dec, 2014
<b>Deposit Amount</b>	651.02
	<i>Local Currency</i>
	<i>The amount may be subject to taxes, gratuities, resort levy or other fees</i>
<b>Rate Per Room Per Night</b>	USD 287.00
<b>Cancellation Policy</b>	60 Days prior to arrival
<b>Cancellation Date to Avoid</b>	Monday, 10 Nov, 2014

<b>Cancellation Policy</b>	60 Days prior to arrival
<b>Cancellation Date to Avoid</b>	Monday, 10 Nov, 2014
<b>Penalty</b>	
<b>Cancellation Amount</b>	325.51
	Local Currency
	The amount may be subject to taxes, gratuities, resort levy or other fees

**oStandby**

THELLA BOWENS - You are Eligible for a Custom Upgrade  
Premium rooms may go unsold and can be offered at check-in for as little  
as ~~\$240~~ \$145 extra per night!

**SHOW MY CUSTOM UPGRADE**

The Fairmont Orchid  
1 North Kaniku Drive  
Kohala Coast, Big Island, Hawaii  
United States of America  
96743

Toll Free +1 866 540 4474  
Tel +1 808 885 2000  
Fax +1 808 885 5778  
E-mail [orchid@fairmont.com](mailto:orchid@fairmont.com)

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[www.fairmont.com](http://www.fairmont.com) | [Privacy Policy](#)



SAN DIEGO CNTY RGNL ARPRT AUTH

U.S. BANCORP SERVICE CENTER  
P. O. Box 6343  
Fargo, ND 58125-8343



ACCOUNT NUMBER [REDACTED]  
STATEMENT DATE 10-22-14  
TOTAL ACTIVITY [REDACTED]

000013519 1 SP 106481773580483 S  
KIM AYERS  
SDCRAA  
P.O. BOX 82776  
SAN DIEGO CA 92138-2776

"MEMO STATEMENT ONLY"  
DO NOT REMIT PAYMENT

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.  
Cardholder KIM AYERS Date 11/13/14 Approver [Signature] Date 11/13/14

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
10-09	10-08	FAIRMONT ORCHID, H 808-885-2000 HI 0000748897	24224434282101016150654	7011	661.02

Default Accounting Code:			
CUSTOMER SERVICE CALL  800-344-5696	ACCOUNT NUMBER [REDACTED]		ACCOUNT SUMMARY
	STATEMENT DATE 10-22-14	DISPUTED AMOUNT \$ .00	PREVIOUS BALANCE \$ .00 PURCHASES & OTHER CHARGES [REDACTED]
SEND BILLING INQUIRIES TO:  C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 6335 FARGO, ND 58125-6335	AMOUNT DUE \$ 0.00 DO NOT REMIT		CASH ADVANCES \$ .00 CASH ADVANCE FEE \$ .00 CREDITS \$ .00
			TOTAL ACTIVITY [REDACTED]



Account Name:	KIM AYERS
Company Name:	SAN DIEGO CNTY RGNL ARPRT AUTH
Account Number:	[REDACTED]
Statement Date:	10-22-14

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

THE HERTZ CORPORATION  
Phone: 800-654-4173  
Web: www.hertz.com



Rental Agreement No: 106727143  
Date: 01/13/2015  
Document: [REDACTED]

Direct All Inquiries To:  
THE HERTZ CORPORATION  
PO BOX 26120  
OKLAHOMA CITY, OK 73126-0120

CHARGE DETAIL

Renter: THELLA BOWENS  
Account No.: [REDACTED]  
CDP No.: 40000  
CDP Name: IBM CORPORATION

MS THELLA FAYE BOWENS  
[REDACTED]

RENTAL REFERENCE

Rental Agreement No: 106727143  
Reservation ID: [REDACTED]  
Frequent Traveler: ZEL

RENTAL DETAILS

Rate Plan: IN: CRL OUT: CRL  
Rented On: 01/09/2015 21:39 LOC# 260511  
KONA AP HAWAII, HI  
Returned On: 01/12/2015 16:58 LOC# 260511  
KONA AP HAWAII, HI  
Car Description: ALTIMA ZBX455  
Veh. No.: 7575459  
CAR CLASS Charged: C MILEAGE In: 304  
Rented: P6 Out: 200  
Reserved: C Driven: 104

MISCELLANEOUS INFORMATION

CC AUTH: 133785 DATE: 2015/01/09 AMT: 367.00

RENTAL CHARGES

DAYS	3 @	29.15	87.45
SUBTOTAL			87.45
CONCESSION FEE RECOVERY			9.72
LICENSE & TAX REIMBURSEMENT			1.80
CUSTOMER FACILITY CHARGE			13.50
MOTOR VEHICLE LEASE TAX			9.00
TAX		4.166%	4.11

Gold Plus Rewards Points

Earned this rental: 87

TOTAL CHARGES

125.58 USD

E-RETURN RECEIPT

THANK YOU FOR RENTING FROM HERTZ

ALL CHARGES HAVE BEEN BILLED TO YOUR ACCOUNT.

Rental Agreement No: 106727143  
Date: 01/13/2015  
Document: [REDACTED]

Direct All Inquiries To:  
THE HERTZ CORPORATION  
PO BOX 26120  
OKLAHOMA CITY, OK 73126-0120  
UNITED STATES

Renter: THELLA BOWENS  
Account No.: \*\*\*\*\*[REDACTED]

Phone: 800-654-4173  
Web: www.hertz.com

TOTAL CHARGES 125.58 USD

THE *Fairmont*  
ORCHID

1 N. Kaniku Drive  
Kohala Coast, HI 96743  
T 808 885 2000 F 808 885 5778

Room : 2520  
Folio # : 571451  
Cashier # : 161  
Page # : 1 of 2

Group Name : Aviation Issue Conference

AAAE

Ms Thella Bowens  
3225 N Harbour Drive  
San Diego CA 92101  
United States

Arrival : 01-09-15  
Departure : 01-13-15  
Fairmont President's Club

Date	Description	Additional Information	Charges	Credits
01-09-15	Deposit Transferred at C/I	6718 10/7/14		651.02
01-09-15	In Room Dining	Room# 2520 ; CHECK# 0022503	34.40	- RECEIPT ATT.
01-09-15	Room Charge		287.00	} \$325.51
01-09-15	Room T.A.T. Tax		26.55	
01-09-15	Room G.E.T. Tax		11.96	
01-10-15	Orchid Court	Room# 2520 ; CHECK# 0044440	38.29	- RECEIPT ATT.
01-10-15	Room Charge		287.00	} \$325.51
01-10-15	Room T.A.T. Tax		26.55	
01-10-15	Room G.E.T. Tax		11.96	
01-11-15	Room Charge		287.00	} \$325.51
01-11-15	Room T.A.T. Tax		26.55	
01-11-15	Room G.E.T. Tax		11.96	
01-12-15	Orchid Court	Room# 2520 ; CHECK# 0044676	38.29	- RECEIPT ATT.
01-12-15	Room Charge		287.00	} \$325.51
01-12-15	Room T.A.T. Tax		26.55	
01-12-15	Room G.E.T. Tax		11.96	
01-13-15	American Express	XXXXXXXXXX		772.42
<b>Total</b>			<b>1,423.44</b>	<b>1,423.44</b>
<b>Balance Due</b>			<b>0.00</b>	

For information or reservations, visit us at  
[www.fairmont.com](http://www.fairmont.com) or call Fairmont Hotels & Resorts from:  
United States or Canada 1 800-441-1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, travel agent or association fails to pay for the full amount of the charges. Overdue balance subject to a surcharge at the rate of 1.5% per month (18.55% per annum). All accounts deemed delinquent may be subject to legal fees and all other costs associated with the bill. Account is payable on presentation or departure.

Thank you for choosing to stay with Fairmont Hotels & Resorts

THE *Fairmont*  
ORCHID

1 N. Kaniku Drive  
Kohala Coast, HI 96743  
T 808 885 2000 F 808 885 5778

AAAE

Ms Thella Bowens  
3225 N Harbour Drive  
San Diego CA 92101  
United States

Room : 2520  
Folio # : 571451  
Cashier # : 161  
Page # : 2 of 2

Group Name Avlation Issue Conference

Arrival : 01-09-15  
Departure : 01-13-15  
Fairmont President's Club

[REDACTED]

Date	Description	Additional Information	Charges	Credits
------	-------------	------------------------	---------	---------

Thank you for choosing Fairmont Hotels & Resorts.  
To provide feedback about your stay please contact Chris Luedi, General Manager, at [Chris.Luedi@Fairmont.com](mailto:Chris.Luedi@Fairmont.com).  
We also invite you to share memories of your experience on our community forum - visit [www.everyonesanoriginal.com](http://www.everyonesanoriginal.com).

For information or reservations, visit us at  
[www.fairmont.com](http://www.fairmont.com) or call Fairmont Hotels & Resorts from:  
United States or Canada 1 800-441-1414

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Thank you for choosing to stay with Fairmont Hotels & Resorts

**RECEIPTS FROM TRAVEL TO KONA, HI  
JANUARY 9-13, 2015 - THELLA F. BOWENS**

**UNITED** 

01/09/2015  
UAI723 SFO-KOA  
Device ID 6LX00041265

Receipt #: 0123  
Transaction: 15010920421111265

Product	Price	Qty	Amt.
Cheese	8.99	1	8.99
AMOUNT			8.99

In Room Dining

407 Talia

CHK 2503 2520 GST 1  
JAN09 15 10:32PM

1 DELIVERY CHARGE	3.50
1 TUNA SAND	19.00
1 <del>ORCHID BUFFET</del>	5.00
Food	24.00
Delivery Charge	3.50
IRD 23%	5.52
Tax	1.38
<b>Total Due ..</b>	<b>\$34.40</b>

251 Allee Court

1 3/2 CHK 4440 GST 1  
BOWENS  
JAN10 15 10:39AM

1 ORCHID BUFFET	31.00
Food	31.00
Tax	1.29
<b>Total Due ..</b>	<b>\$32.29</b>

GRATUITY \$ 6.00

TOTAL \$ 38.29

ROOM # \_\_\_\_\_  
PRINT NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

NOT A CREDIT CARD VOUCHER  
PLEASE PAY YOUR SERVER

GRATUITY \_\_\_\_\_  
TOTAL \_\_\_\_\_  
ROOM # \_\_\_\_\_  
PRINT NAME \_\_\_\_\_  
SIGNATURE \_\_\_\_\_

A 23% SERVICE CHARGE HAS BEEN INCLUDED. WE ALLOCATE A PORTION OF THIS SERVICE CHARGE TO THE SERVICE STAFF AS GRATUITIES OR WAGES AND A PORTION OF THE SERVICE CHARGE IS RETAINED BY HOTEL AS AN ADMINISTRATIVE FEE

**RECEIPTS FROM TRAVEL TO KONA, HI  
JANUARY 9-13, 2015 - THELLA F. BOWENS**

  
**Tommy Bahama®**  
RESTAURANT | BAR | STORE

Restaurant & Bar  
The Shops at Mauna Lani  
68-1330 Mauna Lani Dr. #101  
Kamuela HI, 96743  
808-881-8886

2014 MIKALA

Tbl 47/1      Chk 2972  
Jan11'15 12:25PM

<del>████████████████████</del>	
1 KALUA PORK SAND NO	17.00
<del>████████████████████</del>	<del>17.00</del>
1 SD ASPARAGUS	7.00
1 ARNOLD PALMER	5.00
SUBTOTAL	<del>████████</del>
TAX	<del>████████</del>
TOTAL DUE	<del>████████</del>

Food Total - \$29.00  
Tax - 1.16  

---

30.16  
Tip 6.00  

---

\$ 36.16

  
**Tommy Bahama®**  
RESTAURANT | BAR | STORE

Restaurant & Bar  
The Shops at Mauna Lani  
68-1330 Mauna Lani Dr. #101  
Kamuela HI, 96743  
808-881-8886

Date: Jan11'15 01:09PM  
Card Type: AMEX  
Acct #: XXXXXXXXXXXX  
Card Entry: SWIPED  
Trans Type: PURCHASE  
Trans Key: AIA012386389083  
Auth Code: 533797  
Check: 2972  
Table: 47/1  
Server: 2014 MIKALA

Subtotal: \$ 30.16

Tip: 6.00  
Total: \$ 36.16

**RECEIPTS FROM TRAVEL TO KONA, HI  
JANUARY 9-13, 2015 - THELLA F. BOWENS**

Orchid Court

429 Noeme 1

-----  
26/1           CHK 4676 GST 1  
                  BOWENS  
                  JAN12'15 10:03AM  
-----

1 ORCHID BUFFET           31.00  
  
Food                       31.00  
Tax                         1.29  
Total Due .. \$32.29

GRATUITY ----- \$ 6.00

TOTAL ----- \$38.29

ROOM # -----

PRINT NAME -----

SIGNATURE -----

NOT A CREDIT CARD VOUCHER  
PLEASE PAY YOUR SERVER

279599 Costco 140  
79-5600 Maiiau St  
Kailua-Kona, HI 96740

Member# 886270398000  
Invoice #           97801  
Date                01/12/15  
Time                 15:31  
Auth #              561166

AX Acct #  
XXXXXXXXXXXX

Pump Gallons Price  
12 2.411 \$ 2.699

Product            Amount  
Unleaded           \$ 6.51

Total Sale        \$ 6.51

SALE - Card Swiped  
APPROVED  
TranID4581288800720

**RECEIPTS FROM TRAVEL TO KONA, HI  
JANUARY 9-13, 2015 - THELLA F. BOWENS**

1/12/2015 17:36  
 Hualalai Grille  
 Check# 22662 Table: 11  
 Server: Danielle Guests: 1  
 Terminal: 4  
 Regular Check  
 1 Arnold Palmer 5.00  
 1 Heirloom Salad 18.00  
 1 Opakapaka 38.00  
 Subtotal 61.00  
 Tax 3.77  
 Total 64.77  
 Payments  
 XXXXXXXXXXXX \$63.44  
 BOWENS/THELLA F  
 Total Payments 64.77  
 Remaining Balance 0.00  
 Check Fully Authorized

01/12/15 18:38  
 SALES DRAFT

Grille

MERCH ID: 00000244920  
 CASHIER: Danielle  
 TERMINAL: 4

American Express

NAME: BOWENS/THELLA F  
 NUMBER: XXXXXXXXX  
 EXPIRE: XX/XX  
 AUTH: 590217  
 AMOUNT: 64.77

CHECK: 22662

TOTAL: 64.77

GRATUITY: 12.00

TOTAL: 101.37

I agree to pay above total amount according to my card issuer agreement.

*[Signature]*  
 SIGNATURE

