

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## Board Members

Robert H. Gleason  
Board Chair

David Alvarez  
C. April Boling  
Greg Cox  
Jim Desmond  
Lloyd B. Hubbs  
Jim Janney  
Paul Robinson  
Mary Sessom

## **BOARD AGENDA**

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

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

## Ex-Officio Board Members

Laurie Berman  
Eraina Ortega  
Col. Jason G. Woodworth

## President / CEO

Thella F. Bowens

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

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

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

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

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

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

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**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**PRESENTATIONS:**

- A. CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)  
UPDATE ON TRANSPORTATION IMPROVEMENT PROJECTS:**  
Presented by Chris Schmidt, Senior Transportation Planner, Caltrans, San Diego Office
- B. PROPOSED AIRPORT INNOVATION LAB:**  
Presented by Rick Belliotti, Director, Information Technology
- C. FINANCIAL UPDATE OF THE UNAUDITED FINANCIAL STATEMENTS FOR  
THE THREE MONTHS ENDED SEPTEMBER 30, 2015:**  
Presented by Scott Brickner, Vice President/Treasurer, Finance & Asset Management

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

***STANDING BOARD COMMITTEES***

- **AUDIT COMMITTEE:**  
Committee Members: Gleason, Hollingworth, Hubbs, Robinson (Chair), Sessom, Tartre, Van Sambeek
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**  
Committee Members: Alvarez, Boling, Gleason, Hubbs (Chair), Robinson
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**  
Committee Members: Cox, Desmond (Chair), Hubbs, Janney, Sessom
- **FINANCE COMMITTEE:**  
Committee Members: Alvarez, Boling (Chair), Cox, Janney, Sessom

***ADVISORY COMMITTEES***

- **AUTHORITY ADVISORY COMMITTEE:**  
Liaison: Robinson (Primary), Boling

- **ART ADVISORY COMMITTEE:**

Committee Member: Gleason

***LIAISONS***

- **AIRPORT LAND USE COMPATIBILITY PLAN:**

Liaison: Janney

- **CALTRANS:**

Liaison: Berman

- **INTER-GOVERNMENTAL AFFAIRS:**

Liaison: Cox

- **MILITARY AFFAIRS:**

Liaison: Woodworth

- **PORT:**

Liaisons: 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 1-13):**

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 October 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:**

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 SEPTEMBER 21, 2015 THROUGH OCTOBER 25, 2015 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM SEPTEMBER 21, 2015 THROUGH OCTOBER 25, 2015:**

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

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

**4. NOVEMBER 2015 LEGISLATIVE REPORT:**

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2015-0116, approving the November 2015 Legislative Report.

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

**5. APPROVE ESTABLISHING THE DATE AND TIME OF EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE MEETINGS FOR 2016, AS INDICATED ON THE PROPOSED 2016 MASTER CALENDAR OF BOARD AND COMMITTEE MEETINGS:**

The Board is requested to approve the meeting dates.

RECOMMENDATION: Adopt Resolution No. 2015-0117, establishing the date and time of Executive Personnel and Compensation Committee meetings for 2016.

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

***CLAIMS***

***COMMITTEE RECOMMENDATIONS***

**6. ACCEPT THE UNAUDITED FINANCIAL STATEMENTS FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2015:**

The Board is requested to accept the report.

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

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

**7. ACCEPT OF THE AUTHORITY'S INVESTMENT REPORT AS OF SEPTEMBER 30, 2015:**

The Board is requested to accept the report.

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

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

***CONTRACTS AND AGREEMENTS***

**8. AWARD AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A CONTRACT WITH LEGGE LEWIS LEGGE, LLC TO DESIGN INTEGRATED ARTWORK FOR PALM STREET PARK:**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2015-0118, awarding and authorizing the President/CEO to execute a Public Artwork Opportunity contract to Legge Lewis Legge, LLC to design integrated artwork for Palm Street Park in an amount not to exceed \$500,000.

**(Vision, Voice & Engagement: Diana Lucero, Director)**

**9. APPROVE AND AUTHORIZE AN INCREASE IN THE PRESIDENT/CEO'S CHANGE ORDER AUTHORITY FOR RECONFIGURE SECURITY CHECKPOINT 2/REFURBISH TERMINAL 1 ROTUNDA AND BAGGAGE CLAIM AREA AT SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to approve an increase in the change order authority.  
RECOMMENDATION: Adopt Resolution No. 2015-0119, approving and authorizing an increase in the President/CEO's change order authority from \$229,777.38 to an amount not to exceed \$500,586.49, for Project No. 104179, Reconfigure Security Checkpoint 2/Refurbish Terminal 1 Rotunda and Baggage Claim Area at San Diego International Airport.

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

**10. AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH PAUL, PLEVIN, SULLIVAN & CONNAUGHTON LLP FOR LABOR AND EMPLOYMENT LEGAL SERVICES:**

The Board is requested to execute an agreement.  
RECOMMENDATION: Adopt Resolution No. 2015-0120, authorizing the President/CEO to negotiate and execute an agreement with Paul, Plevin, Sullivan & Connaughton LLP for labor and employment legal services for a term of three years with two one-year options to renew for an amount not-to-exceed \$500,000.

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

**11. AUTHORIZE THE PRESIDENT/CEO TO CONSENT TO A DELI SPACE LEASE AGREEMENT BETWEEN LANDMARK AVIATION GSO-SAN, LLC AND INJAI CORPORATION DBA STEVIE'S CATERING WITHIN LANDMARK AVIATION'S PREMISES:**

The Board is requested to consent to an agreement.  
RECOMMENDATION: Adopt Resolution No. 2015-0121, authorizing the President/CEO to negotiate and consent to a Deli Space Lease Agreement between Landmark Aviation GSO-SAN, LLC and INJAI Corporation dba Stevie's Catering within Landmark Aviation's premises.

**(Real Property and Concessions: Eric R. Podnieks, Program Manager)**

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

**12. AWARD A CONTRACT TO HAZARD CONSTRUCTION COMPANY, FOR CONSTRUCT TAXI HOLD LOT AT SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to award a contract.  
RECOMMENDATION: Adopt Resolution No. 2015-0122, awarding a contract to Hazard Construction Company in an amount of \$3,083,417 for Project 104190, Construct Taxi Hold Lot at San Diego International Airport.

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

**13. AWARD A CONTRACT TO S&L SPECIALTY CONTRACTING, INC., FOR QUIETER HOME PROGRAM PHASE 8, GROUP 9, PROJECT NO. 380809 (39 HISTORIC AND NON-HISTORIC SINGLE AND MULTI-FAMILY UNITS ON 16 RESIDENTIAL PROPERTIES LOCATED EAST AND WEST OF THE AIRPORT):**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2015-0123, awarding a contract to S&L Specialty Contracting, Inc., in the amount of \$1,338,550, for Phase 8, Group 9, Project No. 380809, of the San Diego County Regional Airport Authority's Quieter Home Program.

**(Airport Planning & Noise Mitigation: Keith Wilschetz, Director)**

**PUBLIC HEARINGS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**14. PRESENTATION AND SELECTION OF THE PREFERRED AIRPORT DEVELOPMENT PLAN CONCEPT AND APPROVAL OF THE START OF THE ENVIRONMENTAL IMPACT REPORT PROCESS:**

The Board is requested to receive the information and provide direction.

RECOMMENDATION: Adopt Resolution No. 2015-0125, directing staff to continue the ADP process by refining the financial feasibility plan, performing the environmental analysis, and developing a regionally-accepted Airport Access Road concept, based on the preferred alternative identified in the Board meeting.

**(Airport Planning & Noise Mitigation: Keith Wilschetz, Director)**

**15. ADOPT AUTHORITY POLICY 8.63 - PRIVACY OF PERSONAL INFORMATION:**

The Board is requested to adopt the policy.

RECOMMENDATION: Adopt Resolution No. 2015-0124, approving the adoption of Authority Policy 8.63 - Privacy of Personal Information.

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

**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).)  
Joan M. Ward v. San Diego County Regional Airport Authority, et al  
San Diego Superior Court Case No. 37-2014-00022181-CU-WT-CTL

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

(Cal. Gov. Code § 54956.9(a)):  
Maria Paula Bermudez v. San Diego County Regional Airport Authority, American Airlines, Inc., et al.  
San Diego Superior Court Case No. 37-2015-00022911-CU-PO-CTL.

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

(Cal. Gov. Code §54956.9(a) and (d)(1))  
Stanley Moore v. San Diego County Regional Airport Authority, et al  
San Diego Superior Court Case No. 37-2015-00030676-CU-OE-CTL

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

(Cal. Gov. Code §54956.9(a) and (d)(1)):

San Diego County Regional Airport Authority v. The Judicial Council of California, et al

San Diego Superior Court Case No. 37-2015-00035258-CU-WM-CTL

**24. 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

**25. 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

**26. 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:**

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**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 Administration Building (formerly the Commuter Terminal). Bring your ticket to the third floor receptionist for validation.**

**You may also reach the Administration Building by using public transit via the San Diego Metropolitan Transit System, Route 992. The MTS bus stop at Terminal 1 is a very short walking distance from the Administration Building. ADA paratransit operations will continue to serve the Administration Building as required by Federal regulation. For MTS route, fare and paratransit information, please call the San Diego MTS at (619) 233-3004 or 511. For other Airport related ground transportation questions, please call (619) 400-2685.**

**UPCOMING MEETING SCHEDULE**

<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Meeting Type</i>	<i>Location</i>
December 17	Thursday	9:00 a.m.	Regular	Board Room

# **ITEM A**

## **CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) UPDATE ON TRANSPORTATION IMPROVEMENT PROJECTS:**

**THERE ARE NO MATERIALS  
FOR THIS ITEM AT THIS  
TIME**

**ITEM B**



**SAN DIEGO**  
INTERNATIONAL AIRPORT

LET'S **GO.**

## PROPOSED AIRPORT INNOVATION LAB

November 19, 2015

Presented by:

Rick Belliotti, Information & Technology Services

Troy Ann Leech, Business Development

# Innovation Lab

## The Background

-  Industry innovators desire to collaborate
-  Local enterprises seeking opportunities
-  Authority motivated to engage and excel
-  Opportunity at SAN

# Innovation Lab

## The Why



Enable collaboration



Share and develop expertise



Encourage innovation



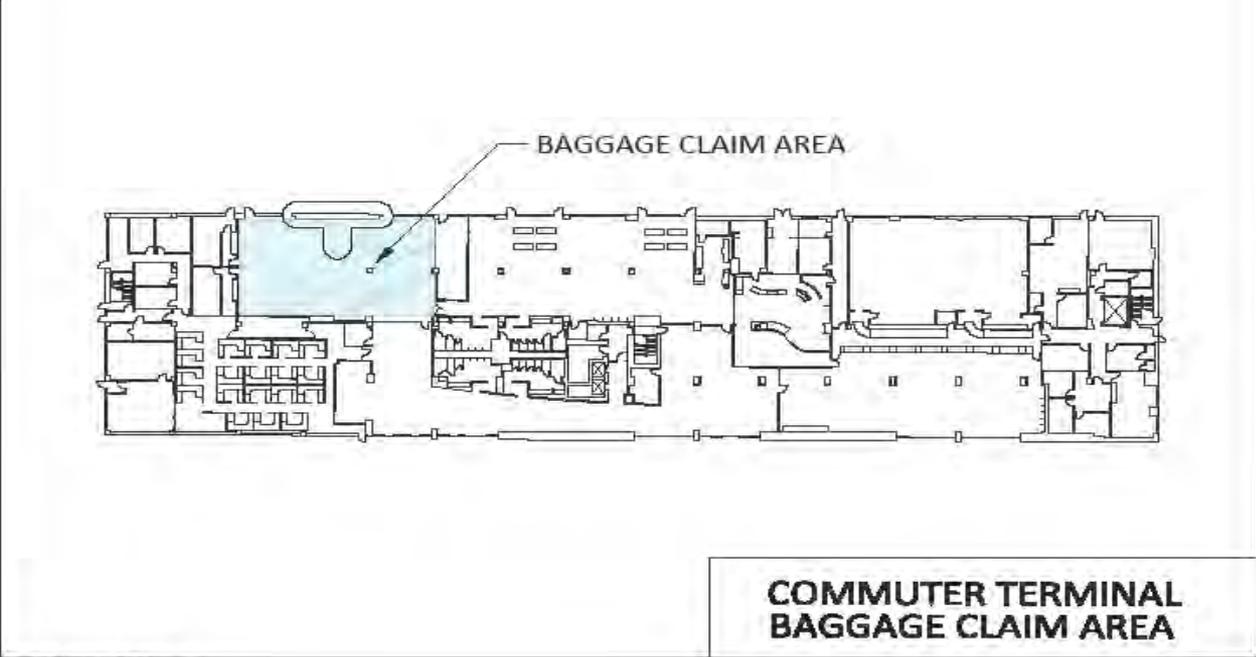
Foster relationships



Inspire excellence

# Innovation Lab

## The What



Created by FOU Technical Services

# Innovation Lab

## The What

-  3,500 square feet of unused Airport space
-  Multi-functional work area
-  Networked computers, presentation equipment, work tables, and collaboration areas
-  Airport infrastructure and equipment
-  Aesthetically appealing, yet inexpensive

# Innovation Lab

## The How



Sponsorship opportunities



On a rental or revenue share basis



Available to businesses interested in airport industry

# Innovation Lab

## Benefits to Authority

- ✔ Operational Strategy = industry innovation
- ✔ Community Strategy = local business collaboration
- ✔ Customer Strategy = leading products/technology
- ✔ Employee Strategy = Innovation and Creativity
- ✔ Financial Strategy = revenue potential and low cost

# Innovation Lab

## Next Steps



Assemble diverse internal stakeholder team



Collaborate with Legal, Risk, Procurement, and Small Business Development teams



Consider process for engaging collaborators



Update to Board at Kickoff

**Thank you.**

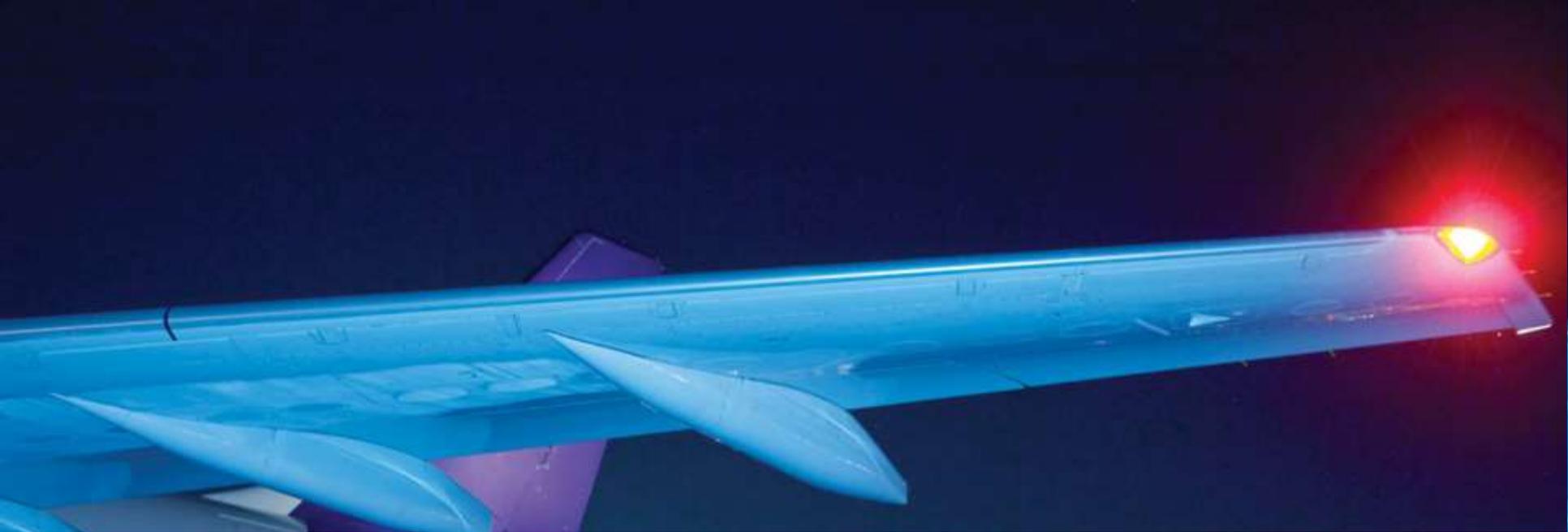


**SAN DIEGO**  
INTERNATIONAL AIRPORT  
LET'S GO.

# Financial Update of the Unaudited Financial Statements for the Three Months Ended September 30, 2015

Presented by:  
Scott Brickner, CPA  
Vice President, Finance and Asset Management/Treasurer  
Kathy Kiefer  
Senior Director, Finance & Asset Management

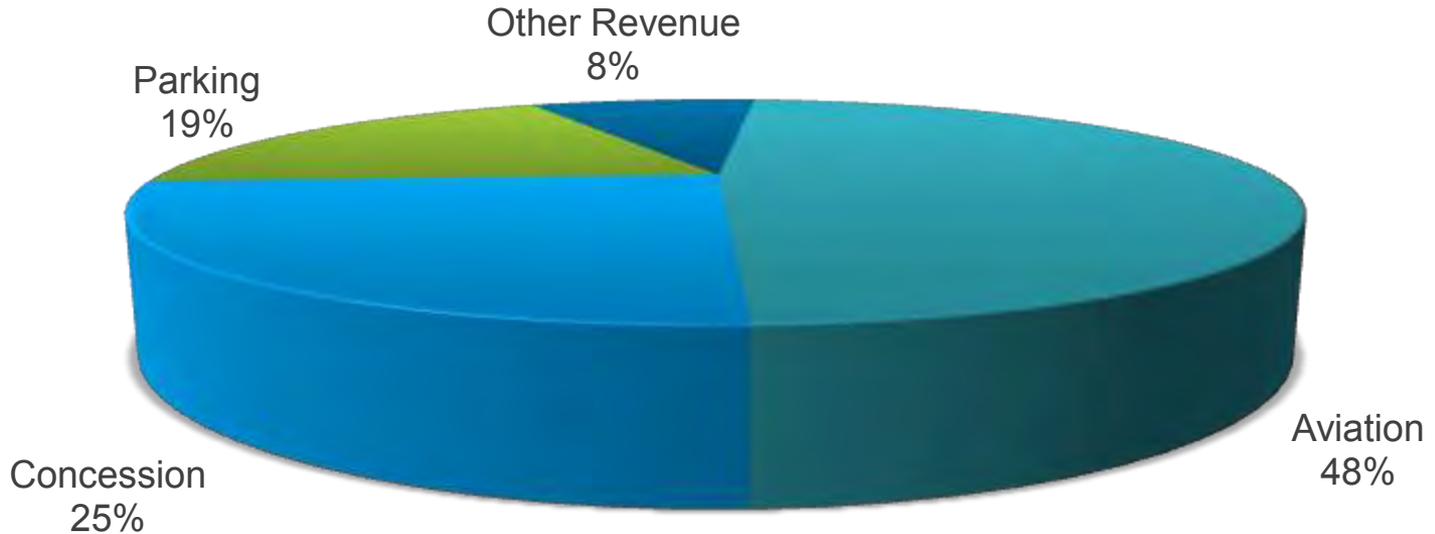
November 19, 2015



# Financial Performance for Three Months Ended September 30, 2015(Unaudited)

# Operating Revenues ( Unaudited) Three Months Ended September 30, 2015

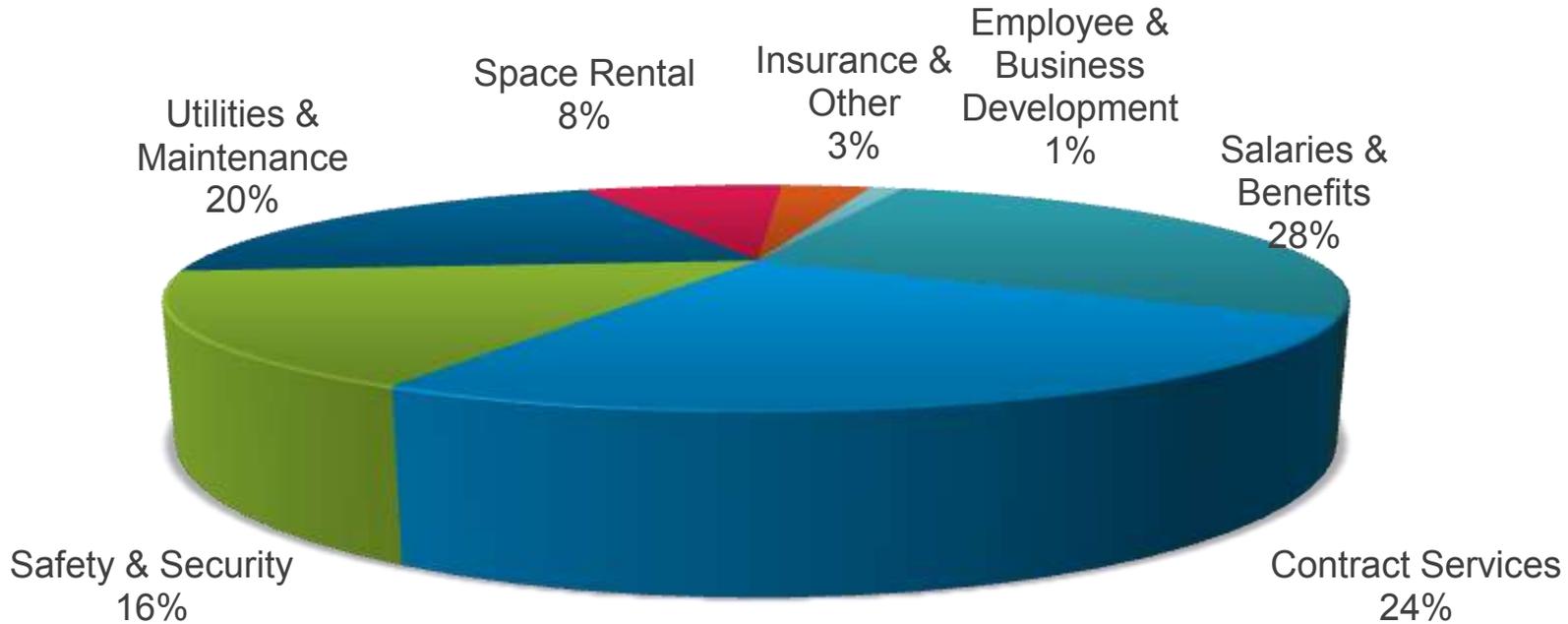
## Actual Operating Revenues by Percentage



\$000s	Aviation Revenue	Concession Revenue	Parking Revenue	Other Revenue	Total Revenue
Prior Year	\$ 26,823	\$ 13,903	\$ 10,031	\$ 4,132	\$ 54,889
Budget	28,000	13,811	10,182	4,822	56,815
Actual	28,353	14,526	11,203	5,006	59,088
Variance	\$ 353	\$ 715	\$ 1,021	\$ 184	\$ 2,273

# Operating Expenses (Unaudited)

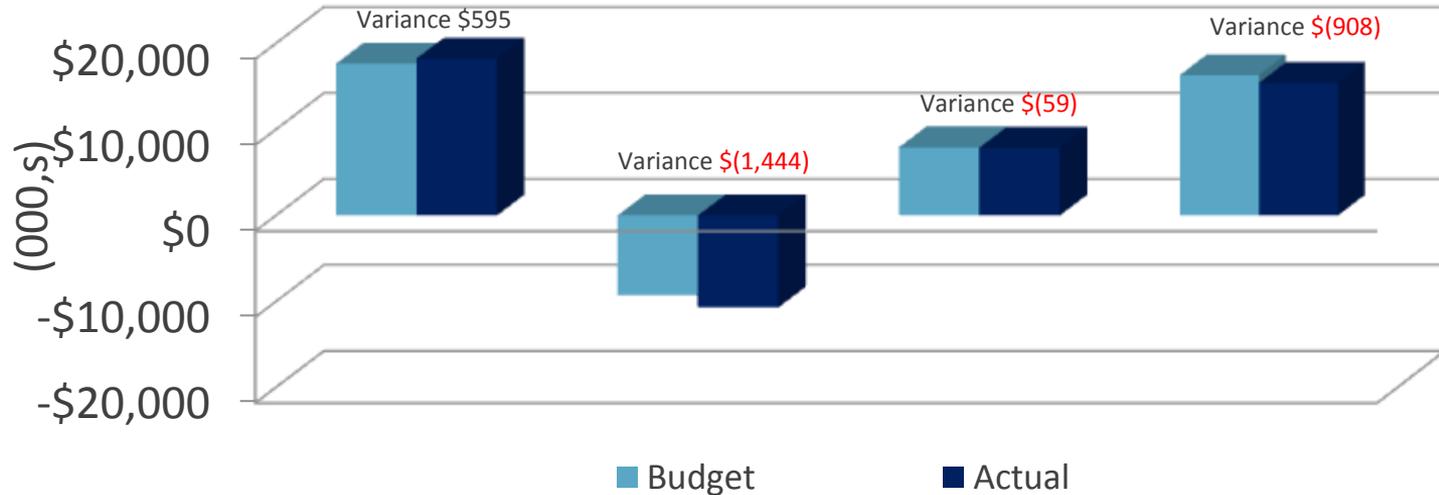
## Three Months Ended September 30, 2015



(\$000s)	Salaries & Benefits	Contract Services	Safety & Security	Utilities & Maintenance	Space Rental	Insurance & Other	Employee & Business Dev.	Total Operating Expenses
Prior Year	\$ 11,084	\$ 7,161	\$ 6,051	\$ 6,217	\$ 2,613	\$ 759	\$ 653	\$ 34,538
Budget	9,977	8,934	5,796	7,506	2,607	1,505	960	37,285
Actual	9,369	8,280	5,344	6,768	2,548	1,139	427	33,875
Variance	\$ 608	\$ 654	\$ 452	\$ 738	\$ 59	\$ 366	\$ 533	\$ 3,410

# Non-operating Revenue & Expenses (Unaudited)

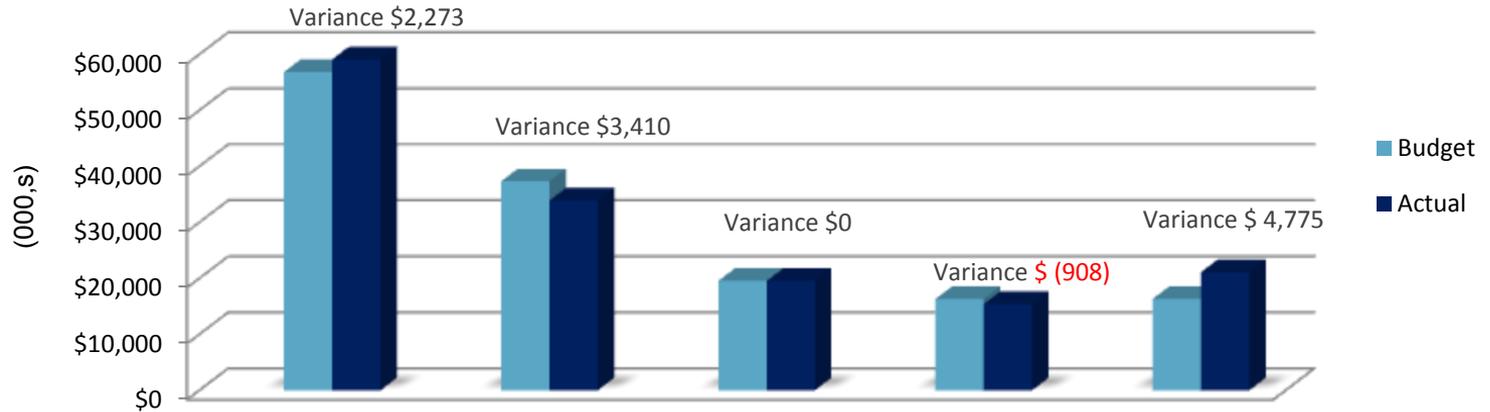
## Three Months Ended September 30, 2015



	Passenger Facility Charge, Customer Facility Charge, & Quieter Home Program	Interest expense, interest income, capitalized interest (net)	Capital grant contributions & other	Total non-operating revenue, (net)
(\$000s)				
Prior Year	\$ 17,210	\$ (12,833)	\$ 2,076	\$ 6,453
Budget	17,651	(9,261)	7,916	16,306
Actual	18,246	(10,705)	7,857	15,398
Variance	\$ 595	\$ (1,444)	\$ (59)	\$ (908)

# Financial Summary

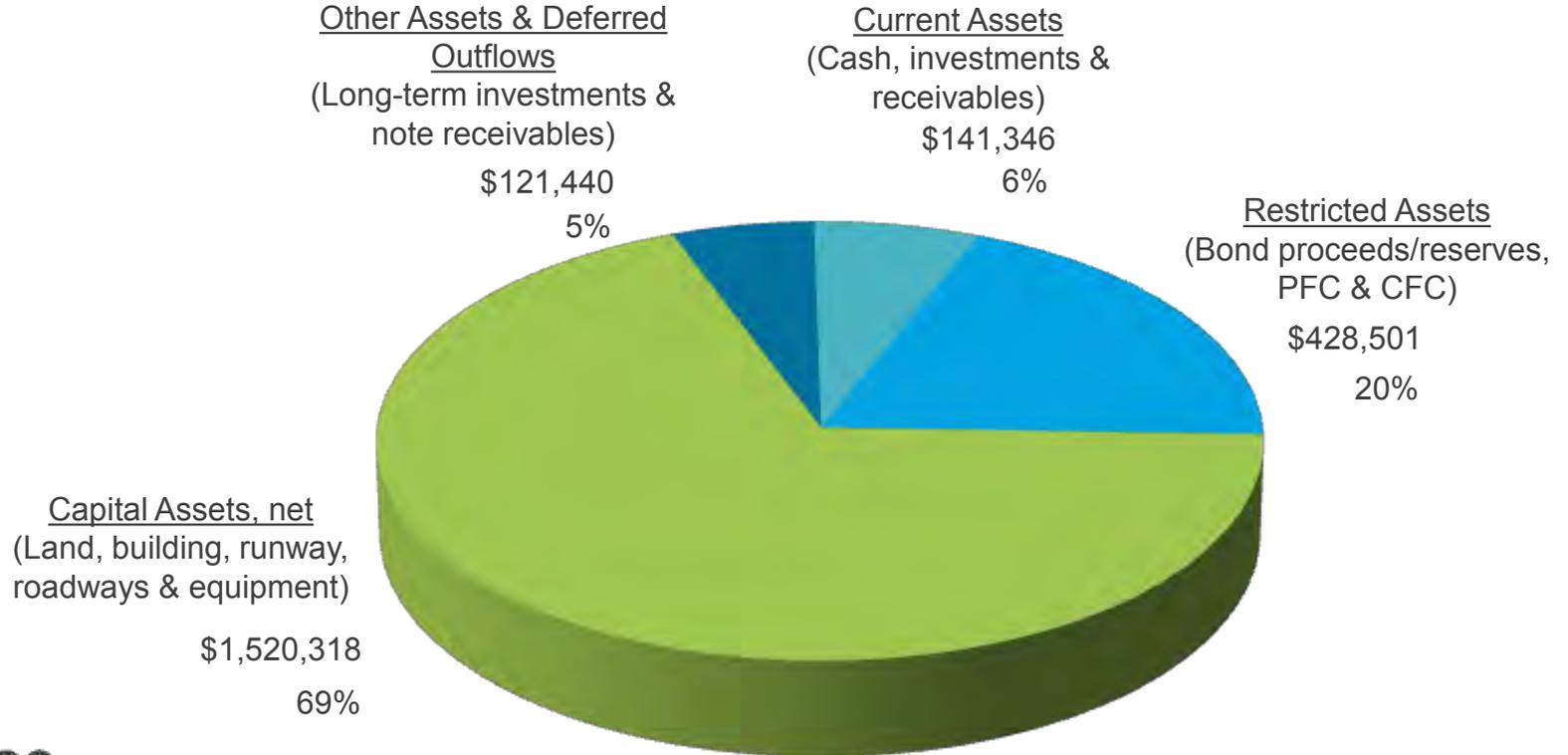
Three Months Ended September 30, 2015 (unaudited)



	Total operating revenues	Total operating expenses	Depreciation	Total non-operating revenues, (net)	Net Position
<b>(\$000s)</b>					
<b>Prior Year</b>	\$ 54,889	\$ 34,538	\$ 19,953	\$ 6,453	\$ 6,851
<b>Budget</b>	56,815	37,285	19,521	16,306	16,315
<b>Actual</b>	59,088	33,875	19,521	15,398	21,090
<b>Variance</b>	\$ 2,273	\$ 3,410	\$ 0	\$ (908)	\$ 4,775

# Statement of Net Position (unaudited) September 30, 2015

**Assets (000s)**  
**Total: \$2,211,605**

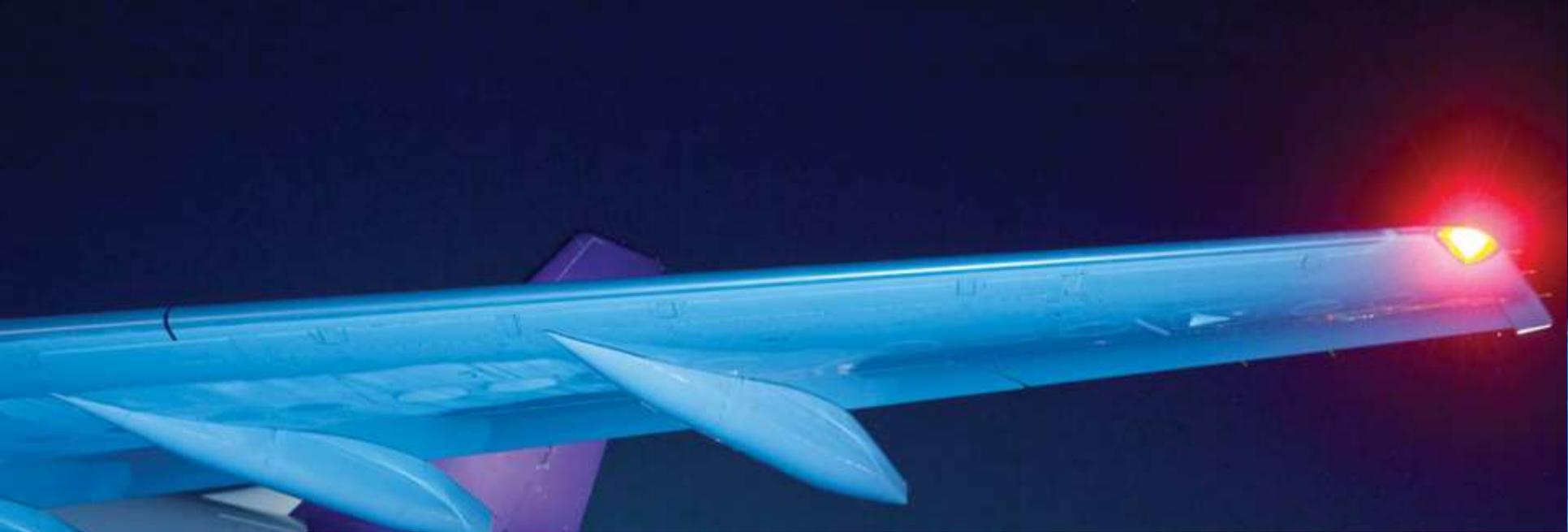


# Statement of Net Position (unaudited) September 30, 2015

## Liabilities & Net Position (000s)

**Total: \$2,211,605**





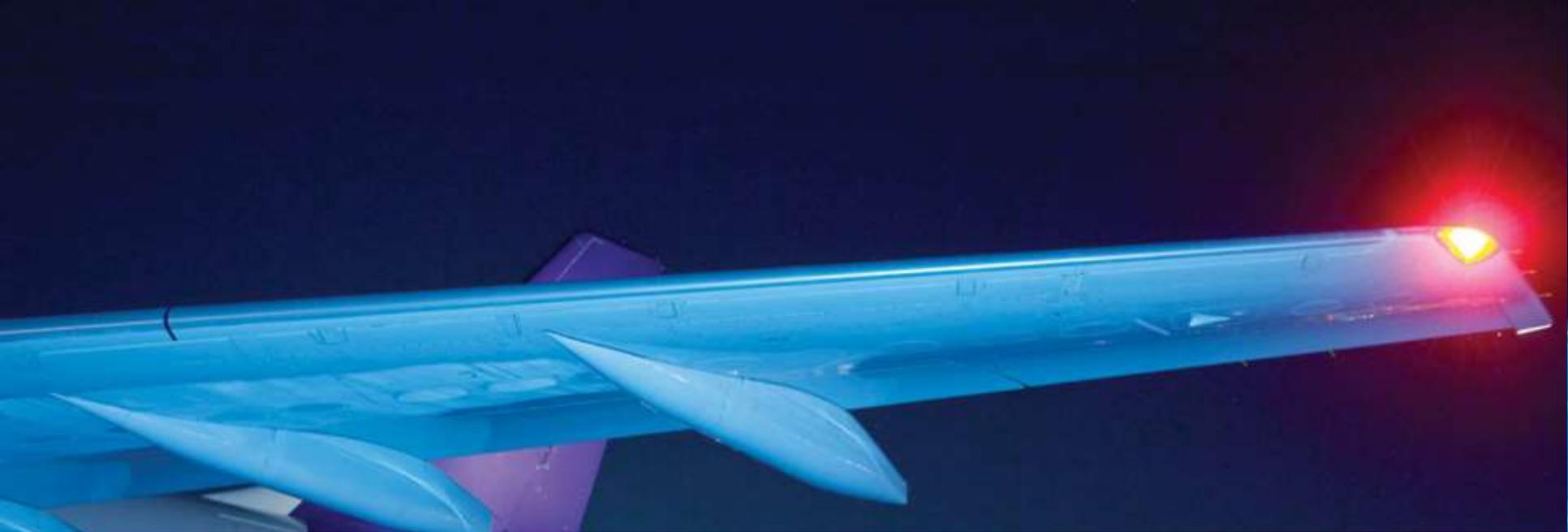
# Authority's Investments

# Total Portfolio Summary

	Current Period	Prior Period	Change From Prior
	September 30, 2015	June 30, 2015	
Book Value (1)	\$360,152,000	\$352,335,000	\$7,817,000
Market Value (1)	\$360,544,000	\$352,545,000	\$7,999,000
Market Value%	100.11%	100.06%	0.05%
Unrealized Gain / (Loss)	\$392,000	\$210,000	\$182,000
Weighted Average Maturity (Days)	327 days	356 days	(29)
Weighted Average Yield as of Period End	0.68%	0.65%	0.03%
Cash Interest Received- Current Month	\$370,000	\$80,000	\$290,000
Cash Interest Received- Quarter-to-Date	\$597,000	\$385,000	\$212,000
Accrued Interest	\$429,000	\$408,000	\$21,000

## Notes:

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



# Authority's Bond Proceeds

# Bond Proceeds Summary

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

As of: September 30, 2015

(in thousands)

	Series 2010	Series 2013	Series 2014	Total	Yield	Rating
<b>Project Fund</b>						
LAIF	\$ -	\$ -	\$ 31,226	\$ 31,226	0.34%	N/R
SDCIP	-	38,862	43,700	82,562	0.58%	AAAf
	<u>\$ -</u>	<u>\$ 38,862</u>	<u>\$ 74,926</u>	<u>\$ 113,788</u>		
<b>Capitalized Interest</b>						
SDCIP	\$ -	17	8,289	\$ 8,306	0.58%	AAAf
	<u>\$ -</u>	<u>\$ 17</u>	<u>\$ 8,289</u>	<u>\$ 8,306</u>		
<b>Debt Service Reserve &amp; Coverage Funds</b>						
SDCIP	\$ 30,463	\$ 33,251	\$ 28,651	\$ 92,365	0.58%	AAAf
East West Bank CD	20,812	-	-	20,812	0.75%	N/R
	<u>\$ 51,275</u>	<u>\$ 33,251</u>	<u>\$ 28,651</u>	<u>\$ 113,177</u>		
	<u>\$ 51,275</u>	<u>\$ 72,130</u>	<u>\$ 111,866</u>	<u>\$ 235,271</u>	0.56%	

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



Questions?

**DRAFT  
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD  
MINUTES  
THURSDAY, OCTOBER 15, 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 9:05 a.m. on Thursday, October 15, 2015, in the Board Room at the San Diego International Airport, Administration Building (formerly the Commuter Terminal), 3225 North Harbor Drive, San Diego, CA 92101.

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

**ROLL CALL:**

PRESENT: Board Members: Alvarez, Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom

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

ALSO PRESENT: Thella F. Bowens, President/CEO; Breton K. Lobner, General Counsel; Lorraine Bennett, Assistant Authority Clerk II; Sara Real, Assistant Authority Clerk I

*Board Members Alvarez, Cox and Sessom arrived during the course of the meeting.*

**PRESENTATION:**

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

***STANDING BOARD COMMITTEES***

- **AUDIT COMMITTEE:** None.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:** Board Member Hubbs announced that the next Committee meeting is scheduled on October 22, 2015.
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:** None.
- **FINANCE COMMITTEE:** None.

## **ADVISORY COMMITTEES**

- **AUTHORITY ADVISORY COMMITTEE:**

Board Member Robinson reported that the committee met on October 1, 2015, to discuss various alternative roadway alignments to the airport.

*Board Member Alvarez arrived at 9:07 a.m.*

- **ART ADVISORY COMMITTEE:**

Chair Gleason reported that 12 submissions have been received for the performing arts residency project. He reported that the selected artwork for the Rental Car Center will be installed in November. He also reported that a Visioning Workshop will be held on October 19, 2015, for the Palm Street Park project.

## **LIAISONS**

- **AIRPORT LAND USE COMPATIBILITY PLAN:**

Board Member Janney reported that he met with the City of Coronado regarding the Airport Land Use Plan for Naval Outlying Land Field Imperial Beach.

- **CALTRANS:** None.

- **INTER-GOVERNMENTAL AFFAIRS:**

Michael Kulis, Director, Inter-Governmental Relations, reported that the President signed into law legislation that extends the Federal Aviation Administration program authorizations for six-months. He reported that October 11<sup>th</sup> was the final day for the Governor to sign or veto bills passed by the State Legislator during its regular session. He also reported that several Airport Authority representatives participated in the San Diego Regional Chamber of Commerce's Mission to Washington, DC from September 27-30, 2015.

Chair Gleason reported on the Chamber of Commerce's Mission to Washington, which he attended along with Board Members Alvarez, Berman, Boling, and Robinson. He reported that he met with congressional offices on various Airport issues, including the position to increase the Passenger Facility Charge limit, and an FAA reauthorization bill. He also reported that he met with Senator Dianne Feinstein and expressed Authority support for her Consumer Drone Safety Act, as well as the need for enhanced customs and border protection support for incoming flights. He reported that they also met with Federal Aviation Administration officials.

*Board Member Cox arrived at 9:10 a.m.*

- **MILITARY AFFAIRS:** None.

- **PORT:**  
Chair Gleason reported that a meeting is scheduled with the Port and Airport leadership on October 19, 2015, to discuss regional planning efforts.
- **WORLD TRADE CENTER:**  
Chair Gleason reported that the Economic Development Corporation is convening a global Competitiveness Council for a meeting in December.

### ***BOARD REPRESENTATIVES (EXTERNAL)***

- **SANDAG TRANSPORTATION COMMITTEE:**  
Board Member Hubbs reported that at its last meeting, the Committee met to discuss the Palm Street Connection. He also reported that Authority staff gave a presentation on the five Airport Development Plan options, and the three transportation options. He stated the need for the Authority to do a better job of presenting that the Airport is a part of the regional system, and not to be in an adversarial position with solving access problems.

### **CHAIR'S REPORT:**

Chair Gleason reported that Board Member Boling represented the Airport at the Airport's Council International North America Conference in September.

He reported that the proposed 2016 meeting calendar was distributed for Board review. Board Member Desmond noted that the proposed January Executive Personnel & Compensation Committee dates conflict with the annual SANDAG retreat.

He reported that he attended a recent meeting with the Federal Aviation Administration (FAA), hosted by the Airport Authority, regarding its proposed Metroplex plan. He stated that many community comments were received by the Airport Authority, which were entered into the official record for the Metroplex public comment, prior to its public comment deadline.

### **PRESIDENT/CEO'S REPORT:**

Thella F. Bowens, President/CEO, reported that the Authority is continuing a dialogue with the FAA regarding the Metroplex plan next steps. She also stated that the Authority continues to look for opportunities to work with the community, although it has no power or authority with the Metroplex plan. With regard to air traffic, she reported that the Thanksgiving travel schedules indicate that seats are anticipated to be up by four percent, and that capacity for 2015 is trending between five and six percent above last year. She reported that the Good Traveler Program has been launched, and partnerships are in place with Ryan Brothers Coffee, Paradise Point Resort, and the Lodge at Torrey Pines. She stated that this program will run through December, and then be evaluated for possible expansion to other airports. Ms.

Bowens reported that Phase 1 of the photovoltaic has been installed on the west side of Terminal 2. She noted that Phase 2 photovoltaic on the east half of Terminal 2 should be completed by December. She also reported that the California Coastal Clean-Up Day took place on September 19, and the airport hosted a site at Spanish Landing Park. She reported that the Airport held an airport-wide Sustainability Fair on October 2<sup>nd</sup> that collected over three tons of e-waste. She also reported that the Authority was the recipient of an Alonzo Award at the Downtown Partnership Alonzo Awards Dinner, in recognition of the Authority's work to enhance the facility and travel experience for customers at the airport.

**NON-AGENDA PUBLIC COMMENT:**

JARVIS ROSS, SAN DIEGO, spoke in opposition to the proposed Metroplex plan.

Chair Gleason noted that the Airport Authority submitted a comment letter to the FAA, requesting that the waypoint not be removed off the coast of Point Loma.

*Board Member Sessom arrived at 9:31 a.m.*

**CONSENT AGENDA (Items 1-12):**

In response to Board Member Desmond regarding whether the off-airport rental car companies will be sharing on-airport transportation costs, Scott Brickner, Vice President, Finance/Treasurer, stated that off-airport rental car companies will pay a reduced Customer Facility Charge of \$2.17, which includes all bussing and roadway.

Chair Gleason noted that Item 5 would be submitted for Board approval, excluding the Executive Personnel & Compensation Committee meeting dates.

**ACTION: Moved by Board Member Janney and seconded by Board Member Desmond to approve the Consent Agenda as amended. Motion carried by the following vote: YES – Alvarez, Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – None. (Weighted Vote Points: YES – 100; NO – 0; ABSENT – 0)**

**1. APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the September 17, 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 AUGUST 24, 2015, THROUGH SEPTEMBER 20, 2015 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM AUGUST 24, 2015 THROUGH SEPTEMBER 20, 2015:**

RECOMMENDATION: Receive the report.

**4. OCTOBER 2015 LEGISLATIVE REPORT:**

RECOMMENDATION: Adopt Resolution No. 2015-0104, approving the October 2015 Legislative Report.

**5. APPROVE ESTABLISHING THE DATE AND TIME OF BOARD AND ALUC MEETINGS FOR 2016, AS INDICATED IN THE PROPOSED 2016 MASTER CALENDAR OF BOARD AND COMMITTEE MEETINGS:**

RECOMMENDATION: Adopt Resolution No. 2015-0105, establishing the date and time of Board and ALUC meetings for 2016 as indicated on the proposed 2016 Master Calendar of Board and Committee Meetings.

***CLAIMS***

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

RECOMMENDATION: Adopt Resolution No. 2015-0106, rejecting the claim of Maria Almirante.

***COMMITTEE RECOMMENDATIONS***

***CONTRACTS AND AGREEMENTS***

**7. APPROVE AND AUTHORIZE AN INCREASE TO THE CONTRACT DURATION FOR THE TERMINAL LINK ROAD PROJECT AT SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2015-0107, approving and authorizing an increase to the contract duration from 450 days to 510 days, for Project No. 104134, Terminal Link Road at San Diego International Airport.

**8. AWARD A CONTRACT TO FORDYCE CONSTRUCTION, INC. FOR INTERIM WASTE STORAGE FACILITY AT SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2015-0108, awarding a contract to Fordyce Construction, Inc. in the amount of \$156,822.00 for Project No. 104192, Interim Waste Storage Facility at San Diego International Airport.

**9. AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH POLSINELLI LLP FOR BOND DISCLOSURE LEGAL SERVICES:**

RECOMMENDATION: Adopt Resolution No. 2015-0109, authorizing the President/CEO to negotiate and execute an agreement with Polsinelli LLP for bond disclosure legal services for a term of three years with two one-year options to renew and a not to exceed amount of \$300,000.

**10. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AMENDMENTS TO THE CONCESSION LEASES BETWEEN HG-CV-EPICURE-MARTINEZ SAN DIEGO JV AND THE AUTHORITY:**

RECOMMENDATION: Adopt Resolution No. 2015-0110, related to Lease-Package 2, and Resolution No. 2015-0111, related to Lease-Package 7 approving and authorizing the President/CEO to, respectively,; 1) execute an amendment to the Concession Lease between HG-CV-Epicure-Martinez JV and the Authority to remove concession locations, add additional concession locations, require additional capital investment and extend the term of the Lease; and 2) execute an amendment to the Concession Lease between HG-CV-Epicure-Martinez JV and the Authority to extend the term of the Lease.

**11. AUTHORIZE THE PRESIDENT/CEO TO CONSENT TO A RENTAL CAR CONCESSION INDUSTRY AGREEMENT AND CORRESPONDING THIRD-PARTY OPERATIONS AND MAINTENANCE AGREEMENT FOR ONGOING OPERATING AND MAINTENANCE RESPONSIBILITIES FOR THE RENTAL CAR CENTER:**

RECOMMENDATION: Adopt Resolution No. 2015-0112, and Resolution No. 2015-0113, respectively authorizing the President/CEO to: 1) negotiate and execute a consent to a third-party operations and maintenance agreement between the on-airport rental car companies and CONRAC Solutions LLC for ongoing operations and maintenance responsibilities for the rental car center facility; and 2) negotiate and execute a consent to a rental car concession industry agreement to address operating and maintenance responsibilities among the on-airport rental car companies

**12. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH NOSSAMAN LLP, FOR STATE LEGISLATIVE CONSULTING SERVICES:**

RECOMMENDATION: Adopt Resolution No. 2015-0115, approving and authorizing the President/CEO to execute an agreement with Nossaman LLP, for State Legislative Consulting Services in an amount not-to-exceed \$723,000 for a term of three years, with two one-year extensions, exercisable at the exclusive option of the President/CEO.

*The Board recessed at 9:36 a.m. and reconvened at 10:54 am.*

**PUBLIC HEARINGS:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**CLOSED SESSION:** The Board recessed in to Closed Session at 10:55 a.m. to discuss Items 14 and 22.

- 13. 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.
- 14. 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
- 15. 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
- 16. 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)
- 17. 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
- 18. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a)):  
Maria Paula Bermudez v. San Diego County Regional Airport Authority, American Airlines, Inc., et al.  
San Diego Superior Court Case No. 37-2015-00022911-CU-PO-CTL.

- 19. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code §54956.9(a) and (d)(1))  
Stanley Moore v. San Diego County Regional Airport Authority, et al  
San Diego Superior Court Case No. 37-2015-00030676-CU-OE-CTL
- 20. 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
- 21. 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
- 22. 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:** The Board reconvened into Open Session at 12:02 p.m. There was no reportable action.

**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 12:05 p.m.

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



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

**Item No.**  
**2**

Meeting Date: **NOVEMBER 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 2016 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

**DAVID ALVAREZ**

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

Period Covered: July 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:
DAVID ALVAREZ		
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 <input type="checkbox"/> Res. 2009-0149R	Date: July 1, 2015 Time: 2:30 PM Location: SDCRAA	Airport Special Board Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: July 13, 2015 Time: 9 AM Location: SDCRAA	Finance Airport Committee
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: July 16, 2015 Time: 9 AM Location: SDCRAA	Capital Improvement Committee
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: July 17, 2015 Time: 9 AM Location: 401 B Street	SANDAG Transportation Committee
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: July 23, 2015 Time: 9 AM Location: SDCRAA	Board Committee
<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: \_\_\_\_\_

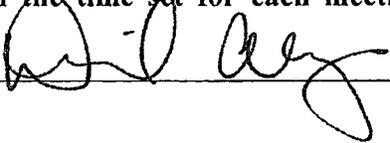
*David Alvarez*

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: September 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:
DAVID ALVAREZ		
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 <input type="checkbox"/> Res. 2009-0149R	Date: <u>September 4, 2015</u> Time: <u>9 AM</u> Location: <u>401 B Street</u>	<u>SANDAG Transportation Committee</u>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>September 8, 2015</u> Time: <u>9 AM</u> Location: <u>SDRCAA</u>	<u>Finance Airport Committee</u>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>September 17, 2015</u> Time: <u>9 AM</u> Location: <u>SDRCAA</u>	<u>Board Committee</u>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>September 18, 2015</u> Time: <u>9 AM</u> Location: <u>401 B Street</u>	<u>SANDAG Transportation Committee</u>
<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: 

**GREG COX**

SDCRAA  
 OCT 16 2015  
 Corporate & Information Governance

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

Period Covered: OCT. 1-31, 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		OCTOBER 16, 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 <input type="checkbox"/> Res. 2009-0149R	Date: OCT. 5, 2015 Time: 9:00am Location: SDIA	SDCRAA EXECUTIVE / FINANCE COMMITTEE MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: OCT. 15, 2015 Time: 9:00am Location: SDIA	SDCRAA BOARD / ALUC 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 checked="" 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: Greg Cox

**JIM DESMOND**

SDCRAA  
 NOV 04 2015  
 Corporate & Information Governance

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

Period Covered: Sept/Oct 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:
Desmond, Jim		10/31/15
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: 9/17/15 Time: 9am Location: SDIA	Board Meeting
Brown Act Pre-approved Res. 2009-0149R	Date: 10/15/15 Time: 9am Location: SDIA	Board Meeting
Brown Act Pre-approved Res. 2009-0149R	Date: 10/30/15 Time: 10am Location: PREMIER HOTEL SD	SPEAKER AS TABL MEMBERSHIP 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: [Signature]

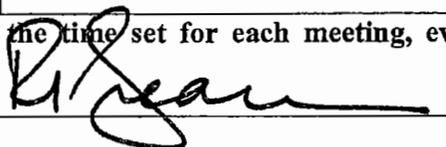
**ROBERT H. GLEASON**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: OCTOBER 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		November 3, 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: October 5, 2015 Time: 9:00 am Location: SDCRAA offices	Executive / Finance Committee meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input checked="" type="checkbox"/> Res. 2009-0149R	Date: October 14, 2015 Time: 5:30 pm Location: Manchester Grand Hyatt	Downtown SD Partnership 53 <sup>rd</sup> Annual Alonzo Awards Dinner; accepted award on behalf of the Airport Authority
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: October 15, 2015 Time: 9:00 am Location: SDCRAA offices	ALUC / Board meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input checked="" type="checkbox"/> Res. 2009-0149R	Date: October 19, 2015 Time: 9:00 am Location: Port offices	Port-Airport Leaders meeting with Chairman of the Port Commission
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: October 21, 2015 Time: 9:30 am Location: SDCRAA offices	Art Advisory Committee meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: October 22, 2015 Time: 9:00 am Location: SDCRAA offices	Capital Improvement Program Oversight Committee 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:	

**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: Oct - 2015

SDCRAA

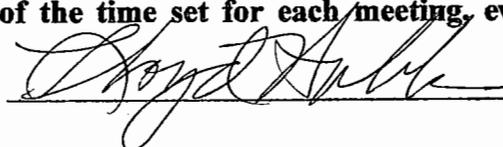
OCT 22 2015

Corporate & Information Governance

**Directions:** This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0007. 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		10-22-15
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: 10-5-15 Time: 9:00 AM Location: AUTH Bd Rm	Exec. Mtg
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 10-15-15 Time: 9:00 AM Location: Bd. Rm	Board Mtg
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 10-22-15 Time: 9:00 AM Location: Bd. Rm	CIPOC
<input checked="" type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 10-2-15 Time: 9:00 AM Location: SANDAG	TRANS. Mtg
<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 JANNEY**

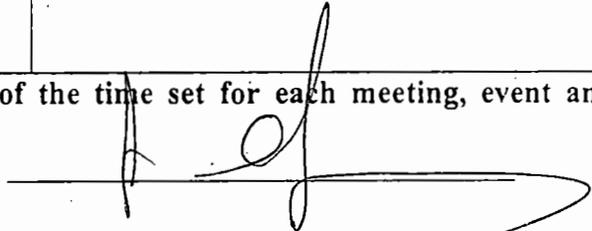
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**

Period Covered: oct 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 2009-0007. 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
Jim Jannov		11-4-15
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: 10-5-15 Time: 0900 Location: SDCRAA	Exec/Finance mtg
Brown Act Pre-approved Res. 2009-0149R	Date: 10-15-15 Time: 0900 Location: SDCRAA	Board/ALUC mtg
Brown Act Pre-approved Res. 2009-0149R	Date: 10-27-15 Time: 0900 Location: SDCRAA	CIP mtg
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: 

**PAUL ROBINSON**

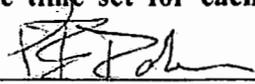
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**

Period Covered: 10/31/15

**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:
Paul E. Robinson		10-22-15
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: 10/11/15 Time: 10:08 <sup>am</sup> - 12:00 p.m. Location: Commuter Terminal	Airport Advisory Comm.
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 10/5/15 Time: 9:00 - 10:30 a.m. Location: SDCRAA Bd Rm.	Exec./Finance Comm. Mtgs.
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 10/6/15 Time: 6:00 - 8:00 p.m. Location: Liberty Station	FAA Metrolink Htg.
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 10/15/15 Time: 9:00 a.m. - 1:00 p.m. Location: SDCRAA Bd Rm	SDCRAA Bd /ALUC Mtgs.
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 10/19/15 Time: 9:00 - 10:00 Location: Port of SD	Mtg w/ Port Commissioners
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 10/22/15 Time: 9:00 a.m. - 10:30 a.m. Location: SDCRAA Bd Rm	CIPOC Mtg.
<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: 

**MARY SESSOM**

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

SDCRAA  
 NOV 09 2015  
 Corporate & Information Governance

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

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
MARY JESSON		11-9-15
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: 9/8 Time: 10:00 Location: Board Room	Meet/training with staff re agencies on surface
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 9/17 Time: 9:00 Location: Board Room	Board meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 9/25 Time: 5:00 Location: Commuter Terminal	SDCRAA Employee Appreciation Dinner
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 9/8 Time: 9:00 Location: Board Rm.	Finance Committee
<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: Mary Jesson

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: October 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:
MARY Sessom		10/30/2015
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: 10/15/2015 Time: 9:10am Location: Board Meeting	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:	
<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: Mary Sessom



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

**Item No.  
3**

Meeting Date: **NOVEMBER 19, 2015**

**Subject:**

**Awarded Contracts, Approved Change Orders from September 21, 2015 through October 25, 2015 and Real Property Agreements Granted and Accepted from September 21, 2015 through October 25, 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

**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 September 21, 2015 - October 25, 2015**



**New Contracts**

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
9/21/2015	N/A	Casper BV	The Contractor will provide hosted web-based flight tracking services for San Diego International Airport.	RFP	Airport Planning & Noise Mitigation	\$132,690.00	8/31/2018
10/14/2015	N/A	Flightview, Inc.	The Contractor will provide flight data feed information for San Diego International Airport.	Informal RFP	Information & Technology Services	\$49,776.00	8/31/2017



**New Contracts Approved by the Board**

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
10/9/2015	N/A	Swinerton Builders, Inc.	This contract was approved by the Board at September 17, 2015 Board Meeting. The Contractor will design and construct Terminal 2 Parking Plaza at San Diego International Airport.	RFQ/RFP	Airport Design & Construction	\$12,000,000.00	12/31/19
10/15/15	N/A	Apple, Inc.	This agreement was approved by the Board at September 17, 2015 Board Meeting. The Letter of Agreement allows Apple, Inc. the use of San Diego International Airport's public map information free-of charge.	NA	Information & Technology Services	\$0.00	NA



**Amendments and Change Orders - Approved by the Board**

10/13/2015	N/A	Ocean Blue Environmental	The First Amendment was approved by the Board at the April 23, 2015 Board Meeting. The First Amendment increases the maximum amount of compensation by \$2,000,000.00 for On-Call Hazardous Waste Removal Services. The increase is attributed to additional work related to the support of several Capital Improvement Projects underway at San Diego International Airport.	Environmental Affairs	\$3,750,000.00	\$2,000,000.00	53%	\$5,750,000.00	2/28/2017
10/23/2015	N/A	Gatzke Dillon Ballance	The Second Amendment was approved by the Board at the September 17, 2015 Board Meeting. The Second Amendment extends the term of the agreement by one year and increases the maximum amount by \$300,000.00 for Airport Noise Legal Services.	General Counsel	\$ 300,000.00	\$300,000.00	100%	\$600,000.00	10/6/2016

**Attachment "B"**

**REAL PROPERTY AGREEMENTS EXECUTED FROM SEPTEMBER 21, 2015 TO OCTOBER 25, 2015**



**Real Property Agreements**

Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
June 15, 2013 - December 31, 2015	LE-0866	Fox Rental Car, Inc.	Use & Occupancy Permit	east side of Harbor Dr. employee parking lot; between northerly boundary of Harbor Dr. and SDIA fence line	overflow parking	23,983	\$7215/month with adjustments every July 1 starting in 2014	
October 1, 2015 - June 30, 2018	LE-0867	Flagship	Rental Agreement	All Terminals	Administrative, storage, mop and break rooms for Janitorial Service at SDIA	8,725	In exchange for Flagship providing janitorial services; Authority waives right to charge rent at this time.	
September 1, 2015 to August 31, 2019	LE-0870	DHL Express (USA)	Use & Occupancy Permit	North side cargo area	Air cargo operations	69,257	\$20,979.46/month with CPI adjustment every July 1	
July 1, 2014 to June 30, 2019	LE-0868	United Parcel Service, Inc.	Use & Occupancy Permit	North side cargo area	Air cargo operations	96,281	\$30,007/month with CPI adjustment every July	
July 1, 2014 to June 30, 2017	LE-0869	Federal Express Corporation	Use & Occupancy Permit	North side cargo area	Air cargo operations	517,127	\$161,171/month with CPI adjustment every July 1	



**Real Property Agreement Amendments and Assignments**

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



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

Item No.  
**4**

Meeting Date: **NOVEMBER 19, 2015**

---

**Subject:**

**November 2015 Legislative Report**

**Recommendation:**

Adopt Resolution No. 2015-0116, approving the November 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 November 2015 Legislative Report updates Board members on legislative activities that have taken place during the month of October. 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 does not recommend that the Board adopt any new positions on state legislation.

The State Legislature is scheduled to convene its next regular session on January 4, 2016.

**Federal Legislative Action**

The Authority's legislative team recommends that the Board adopt a WATCH position on the FAA Community Accountability Act of 2015, legislation to increase community input into the Federal Aviation Administration's (FAA) decision-making process regarding flight paths. Specifically, among other provisions, the bill would require the FAA to give preference to overlays of existing flight paths when implementing the Next Generation Air Transportation System and appoint FAA community ombudsmen in each FAA region to serve as liaisons between the FAA Administrator and affected communities.

On October 29, 2015, Representative Paul Ryan (R-WI) was elected as the new Speaker of the U.S. House of Representatives. Congressman Ryan replaces John Boehner, who announced his resignation from Congress at the end of October.

**Page 2 of 2**

On November 2, 2015, President Obama signed into law a two-year budget measure that is expected to reduce the chance of a government shut-down this year. The legislation suspends the nation's debt limit through March 15, 2017, and authorizes an additional \$80 billion in federal spending over the next two fiscal years.

**Fiscal Impact:**

Not applicable.

**Authority Strategies:**

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

Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

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

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

MICHAEL KULIS  
DIRECTOR, INTER-GOVERNMENTAL RELATIONS

RESOLUTION NO. 2015-0116

A RESOLUTION OF THE BOARD OF THE SAN  
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
APPROVING THE NOVEMBER 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 November 2015 Legislative Report (Attachment A); and

BE IT FURTHER RESOLVED that the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (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 19th day of November, 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

**November 2015 Legislative Report****State Legislation****Legislation/Topic****SB 272 (Hertzberg) – The California Public Records Act: local agencies: inventory****Background/Summary**

This bill amends the California Public Records Act to require state and local government agencies to compile a catalog of information technology software applications and computer systems used by agencies and publish that information on the agency's internet website.

**Anticipated Impact/Discussion**

This bill requires the Authority to create and make public a catalog of—among other things—names and descriptions of information technology (IT) programs utilized by the Authority, program vendors, the department that serves as the custodian of respective data records, and how frequently system data is collected and updated. The public identification of specific IT programs and data maintenance schedule may provide a “checklist” that could expose the Authority's IT system to external security threats, both cyber and physical.

**Status:** 10/11/15 – Signed into law

**Position:** Oppose (7/23/15)

**Legislation/Topic****AB 1422 (Cooper) - Transportation Network Companies****Background/Summary**

This bill requires transportation network companies (TNCs) to participate in the California Department of Motor Vehicles pull-notice system. Participation in the pull-notice system will allow TNCs to regularly check the driving records of a participating driver regardless of whether the driver is an employee or an independent contractor of the TNC.

**Anticipated Impact/Discussion**

This bill could provide an additional level of public safety for customers opting to use TNC vehicles operating at San Diego International Airport.

**Status:** 10/11/15 – Signed into law

**Position:** Support (5/21/15)

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

**Legislation/Topic****AB 1347 (Chiu) – Public contracts: claims****Background/Summary**

This bill would have established, for contracts entered into on or after January 1, 2016, a new claim resolution process applicable to claims by contractors performing public works projects. The bill would have defined a claim as a separate demand by the contractor for either: a time extension for relief from damages or penalties for delay; payment of money or damages arising from work done pursuant to the contract for public work; or payment of an amount disputed by the public entity. The bill would have required a public agency to respond to a claim within forty-five days. Under the bill, public entities could have been subject to non-binding mediation for disputed claims by contractors and subcontractors.

**Anticipated Impact/Discussion**

The enactment of this bill would have negatively impacted the Authority's contracting process and created additional opportunities for delay, conflict, and additional costs.

**Status:** ~~10/11/15 – Vetoed by the Governor~~

**Position:** Oppose (4/23/15)

**Legislation/Topic****AB 764 (Quirk) – Commercial parking lots: design insurance discount****Background/Summary**

This bill would have required the California State Building Standards Commission, in collaboration with the State Architect and the State Fire Marshall, to consider building standards at each model review, that require the installation of vehicle barriers in the design of any new building. The bill would also have authorized insurers to consider the installation of vehicle barriers 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 have created an opportunity for reduced insurance rates for parking lot owners.

**Status:** ~~10/6/15 – Vetoed by the Governor~~

**Position:** Watch (3/19/15)

**Legislation/Topic****AB 863 (Dodd) – Modified limousines: passenger safety****Background/Summary**

This bill requires, as of January 1, 2017, any person operating a modified limousine that is modified prior to July 1, 2015, to ensure that the vehicle is equipped with at least one or two rear side doors and one or two rear windows that the rear seat passengers or all passengers of the vehicle may open from the inside in case of fire or other emergency.

**Anticipated Impact/Discussion**

The impetus for this bill is a public safety issue related to a fatal incident in San Francisco. This legislation is not expected to have any impact to San Diego International Airport.

**Status:** 10/4/15 – Signed into law

**Position:** Watch (4/23/15)

**Legislation/Topic****SB 541 (Hill) – Public Utilities Commission: transportation companies****Background/Summary**

This bill requires the Public Utilities Commission (PUC) to undertake several actions to ensure compliance with the Household Goods Carriers Act and the Passenger Charter-party Carriers Act. The bill also requires the PUC to provide the State Legislature with a report on their capabilities to carry out activities specified in SB 541 by January 1, 2017.

**Anticipated Impact/Discussion**

This legislation is not expected to have any impact to San Diego International Airport.

**Status:** 10/9/15 – Signed into law

**Position:** Watch (4/23/15)

## Federal Legislation

### Legislation/Topic

**(Gallego) – The FAA Community Accountability Act of 2015**

### Background/Summary

This legislation would increase community input into the Federal Aviation Administration's decision-making process regarding flight paths. Specific provisions in this bill would require the FAA Administrator to: 1) limit negative impacts of the Next Generation Air Transportation System (NextGen) on the human environment in the vicinity of affected airports; 2) give preference to overlays of existing flight paths or procedures to ensure compatibility with land use near affected airports; 3) appoint community ombudsmen in each FAA region to serve as liaisons between the FAA Administrator and affected communities; 4) provide public notice and an opportunity for comment to the FAA at least 30 days before treating the establishment or revision of a flight path or procedure as covered by a categorical exemption under the National Environmental Policy Act (NEPA). The bill would also require the FAA Administrator to reconsider NextGen-related flight paths or procedures established or revised after February 14, 2012, if an FAA community ombudsman or an airport operator notifies the FAA that the flight paths significantly adversely impact the human environment in the vicinity of such airport.

### Anticipated Impact/Discussion

The Authority's legislative team is analyzing this legislation to determine the full impact that this bill would have on San Diego International Airport operations if enacted into law.

**Status:** 11/5/15 – Introduced

**Position:** Watch

### Legislation/Topic

**H.R. 1835 (Mica) – The Air Traffic Controller Reform and Employee Stock Ownership Act of 2015**

### Background/Summary

This bill would privatize some facets of the nation's air traffic control system and create a new private corporation that would oversee functions currently handled by the Federal Aviation Administration (FAA). The Secretary of Transportation would be required to submit a transfer plan to Congress within 60 days of enactment of H.R. 1835.

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

**Anticipated Impact/Discussion**

This bill is being closely monitored by the Authority's legislative team for any potential impact to San Diego International Airport. It is anticipated that legislation similar to H.R. 1835 will be included in a comprehensive FAA Reauthorization Bill.

**Status:** 4/16/15 – Introduced and Referred to the House Committee on Transportation and Infrastructure and the House Committee on Oversight and Government Reform

**Position:** Watch (5/21/15)

**Legislation/Topic**

**H.R. 2577 (Diaz-Balart) – Fiscal Year 2016 Transportation Appropriations Act**

**Background/Summary**

This bill would provide funding for the Department of Transportation and Federal Aviation Administration (FAA) for Fiscal Year 2016. The bill contains \$9.87 billion for FAA operations and \$3.35 billion, the full authorized level, for the Airport Improvement Program. H.R. 2577 would provide funding for 14,500 air traffic controllers, 7,400 safety inspectors and operational support. The bill would also fund FAA's Next Generation Air Transportation System (NextGen) at \$931 million, and fund the Contract Tower Program at \$154 million.

**Anticipated Impact/Discussion**

Passage of this bill would benefit San Diego International Airport by providing continued funding for FAA operations and the AIP program, which will assist in funding airport projects.

**Status:** 6/9/15 – Approved by the House on a vote of 216-210 and referred to the Senate Appropriations Committee

**Position:** Support (5/21/15)

**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, directs the Department of Homeland Security to undertake a variety of activities to enhance security and communication at U.S. airports. The bill specifically requires the TSA to verify that all airports have appropriate security response plans.

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

**Anticipated Impact/Discussion**

This legislation has a minimal impact on operations at San Diego International Airport. As a result of the enactment of this legislation, TSA will install additional alarm systems to communicate with SDIA's access control system.

**Status:** 9/24/15 – Signed into law by the President

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

**Legislation/Topic**

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

**Background/Summary**

This bill mandates that criminal investigators at the Transportation Security Administration (TSA) 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 legislation is not expected to have any impact to San Diego International Airport.

**Status:** 9/30/15 – Signed into law by the President

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

**Legislation/Topic**

**H.R. 2750 (Katko) – The Improved Security Vetting for Aviation Workers Act of 2015**

**Background/Summary**

This bill would codify the recommendations issued by the Department of Homeland Security Inspector General related to the vetting and badging of airport employees.

**Anticipated Impact/Discussion**

This bill would require the establishment of new guidance procedures for the annual review of badging offices by the end of 2015. Inspections will include a review of applicants' Criminal History Records Check (CHRC) and work authorization documentation. The legislation would also require airport badging offices to indicate, on an employee's credentials, the date their authorization to work in the United States ends. Further, the bill would require the Transportation Security Administration (TSA) to

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

review cases involving credentials denied due to issues determining the legal status of an employee. The findings of this review will be used to identify and correct weaknesses of airports. If enacted, Authority staff will coordinate with TSA staff on any actions necessary to implement these new requirements.

**Status:** 7/27/15 – Approved by the House on a voice vote

**Position:** Watch (7/23/15)

**Legislation/Topic**

**H.R. 2843 (Katko) – The TSA PreCheck Expansion Act**

**Background/Summary**

This bill would require the Transportation Security Administration (TSA) Administrator to coordinate with private sector partners to increase public enrollment in the PreCheck Program and to maximize the availability of PreCheck screening, particularly during peak and other high volume travel times.

**Anticipated Impact/Discussion**

Authority staff will coordinate with TSA staff to assist in implementing the actions in H.R. 2843 if this legislation is enacted.

**Status:** 7/27/15 - Approved by the House on a voice vote

**Position:** Watch (7/23/15)

**Legislation/Topic**

**H.R. 2127 (Thompson) – The Securing Expedited Screening Act**

**Background/Summary**

This bill would require the Transportation Security Administration (TSA) to limit expedited security screening at airports to passengers enrolled in a Department of Homeland Security trusted traveler program, members of the armed forces, and other low risk travelers.

**Anticipated Impact/Discussion**

This legislation is not expected to result in any significant impact to San Diego International Airport operations.

**Status:** 7/27/15 - Approved by the House on a voice vote

**Position:** Watch (7/23/15)

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

**Legislation/Topic****H.R. 2770 (Rice) – The Keeping Our Travelers Safe and Secure Act****Background/Summary**

This bill would require the Transportation Security Administration (TSA) Administrator to develop and implement a preventative maintenance validation process for security-related screening technology at airports.

**Anticipated Impact/Discussion**

This bill is not expected to impact San Diego International Airport operations.

**Status:** 7/27/15 - Approved by the House on a vote of 380-0

**Position:** Watch (7/23/15)

**Legislation/Topic****H.R. 2776 (Cohen) – The Carry-On Freedom Act of 2015****Background/Summary**

This bill would direct the Secretary of Transportation to issue regulations that prevent airlines from reducing the size of carry-on luggage from the size standards utilized by airlines on June 8, 2015.

**Anticipated Impact/Discussion**

This bill is not expected to impact operations at San Diego International Airport.

**Status:** 6/15/15 – Introduced and referred to the House Committee on Transportation and Infrastructure

**Position:** Watch (7/23/15)

**Legislation/Topic****H.R. 2530 (Duckworth) – The Friendly Airports for Mothers Act of 2015****Background/Summary**

This bill would require large and medium hub airports to install and maintain post-security lactation areas at each airport terminal building. These areas must have a locking door, sitting area, flat surface, electrical outlet, and accessibility compliant with the Americans with Disabilities Act (ADA), and must not be located in a restroom.

**Anticipated Impact/Discussion**

The legislation is not expected to require any changes to SDIA airport facilities as post-security lactation areas in the terminals are already present.

**Status:** 5/22/15 – Referred to the House Committee on Transportation and Infrastructure

**Position:** Watch (7/23/15)

**Legislation/Topic**

**S. 1608 (Feinstein) – Consumer Safety Drone Act**

**Background/Summary**

This bill would require the Administrator of the Federal Aviation Administration to issue a regulation governing the operation of consumer drones. Specifically the regulation would include: limits on altitude for consumer drones; a means of preventing unauthorized operation within protected airspace; a system that enables the avoidance of collisions; a technological means to maintain safety in the event of compromised communications between drone and operator; a means to prevent tampering with safety mechanisms and educational materials for consumers.

**Anticipated Impact/Discussion**

This legislation would assist Authority staff in maintaining public safety and could help prevent drone incursions on airport property and in the flight path of aircraft operating at SDIA.

**Status:** 6/18/15 – Introduced and referred to Senate Committee on Commerce, Science and Transportation

**Position:** Support (9/17/15)



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

**Item No.  
5**

Meeting Date: **NOVEMBER 19, 2015**

---

**Subject:**

**Approve Establishing the Date and Time of Executive Personnel and Compensation Committee Meetings for 2016, as Indicated on the Proposed 2016 Master Calendar of Board and Committee Meetings**

**Recommendation:**

Adopt Resolution No. 2015-0117, establishing the date and time of Executive Personnel and Compensation Committee meetings for 2016.

**Background/Justification:**

Pursuant to the Ralph M. Brown Act (§54954(a)), a legislative body shall provide for the time and place for regular meetings by ordinance, resolution, or by-laws. The Board adopted Resolution No. 03-074R and Resolution No. 2007-0053, setting the date and time of Board and Committee meetings. The Board also adopted Resolution No. 03-058R, 2004-0028 and 2007-0089, setting the frequency of Committee meetings.

The proposed calendar was developed in accordance with the Ralph M. Brown Act and the criteria adopted by the Board. The objective is to provide consistency for public participation and the dissemination of information.

Meetings for the Audit and Executive Personnel and Compensation Committee are scheduled to accommodate review of external audits and the performance evaluations for the President/CEO, Chief Auditor and General Counsel, respectively.

At the October 15, Board Meeting, the Board unanimously approved adoption of the 2016 Master Calendar of Board and Committee meetings, with the exception of the meeting dates proposed for the Executive Personnel and Compensation Committee in January and September, 2016. It was determined that these dates were in conflict with other regional meetings that involve members of the Board.

Staff is recommending that the 2016 Master Calendar of Board Meetings (Exhibit A attached) be amended to reflect the proposed dates of the Executive Personnel and Compensation Committee Meetings for 2016.

**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. 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

RESOLUTION NO. 2015-0117

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY APPROVING ESTABLISHING THE  
DATE AND TIME OF EXECUTIVE PERSONNEL  
AND COMPENSATION COMMITTEE MEETINGS  
FOR 2016

WHEREAS, pursuant to the Ralph M. Brown Act (§54954(a)), a legislative body shall provide for the time and place for regular meetings by ordinance, resolution, or by-laws; and

WHEREAS, Resolution No. 2007-0053 set the current date and time for Board and ALUC Meetings; and

WHEREAS, in accordance with Authority Policy 1.30(2), regular meetings shall be held at least once each month; regular meeting dates, time and location shall be set annually by Board resolution; and notice of the meetings shall be provided to the media and public as required by law; and

WHEREAS, the proposed calendar was developed in accordance with the Brown Act and the criteria adopted by the Board, with the objective of providing consistency for public participation and the dissemination of information.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves establishing the date and time of Executive Personnel and Compensation Committee meetings for 2016, as indicated on the proposed 2016 Master Calendar of Board and Committee Meetings (Exhibit A); and

BE IT FURTHER RESOLVED by the Board that it 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 November, 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

## Exhibit A

# 2016 MASTER CALENDAR OF BOARD AND COMMITTEE MEETINGS

MONTH	ALUC/BOARD  Thursdays  9:00 AM	EXECUTIVE COMMITTEE  (Monday Preceding the Board meeting)  9:00 AM	AUDIT COMMITTEE  Mondays (Quarterly)  10:00 AM	EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE  3 <sup>rd</sup> Wednesdays  10:00 AM	FINANCE COMMITTEE  Meets with the Executive Committee  9:00 AM	CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE  Quarterly  9:00 AM
January	21	11		<b>19 @ 9 A.M.</b>	11	28
February	18	8	1		8	
February	26 & 27 Retreat					
March	17	7			7	
April	21	4			4	28 & Special Board Meeting for Capital Budget Workshop
May	19 Budget Workshop	9	2	<b>25</b>	9	
June	23	13			13	
July	21	11			11	14
August						
September	15	<b>6</b>	<b>6</b>	<b>12</b>	6	
October	20	10			10	27
November	17	7	21		7	
December	15	5			5	

**BOLD - Denotes a change in the regular schedule due to holidays and conflicts with other Board or Committee meetings.**

## Board Communication

Date: November 19, 2015  
To: Board Members  
Via: Thella F. Bowens, President/CEO  
From: Scott M. Brickner, Vice President, Finance & Asset  
Management/Treasurer  
Subject: Accept the Unaudited Financial Statement for the Three  
Months Ended September 30, 2015 and 2014

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

# Review of the Unaudited Financial Statements for the Three Months Ended September 30, 2015 and 2014



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

Presented by:  
Scott Brickner, CPA  
Vice President, Finance and Asset Management/Treasurer  
Kathy Kiefer  
Senior Director, Finance & Asset Management

November 19, 2015

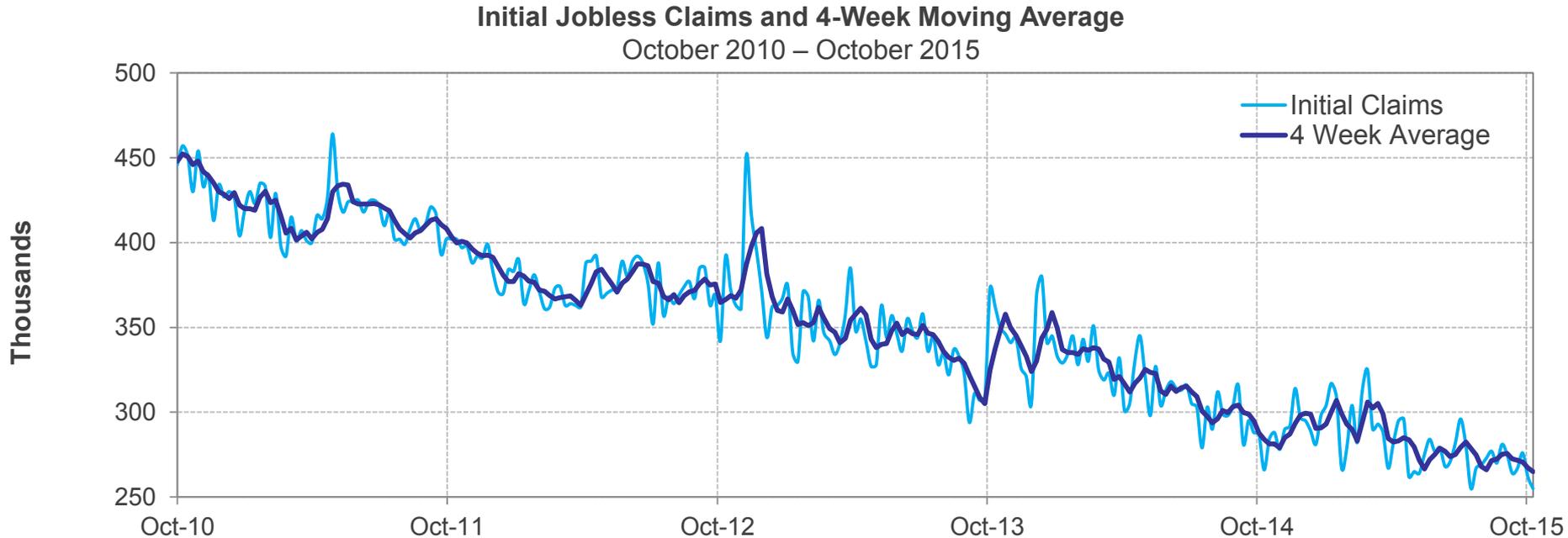
# Economy Slows Sharply in the Third Quarter

Third quarter GDP (advance estimate) came in at a lower than expected 1.5% compared to the second quarter GDP of 3.9%. The drop in GDP primarily reflected a downturn in private inventory investment and decelerations in exports, in nonresidential fixed investment, in state and local government spending, and in residential fixed investment.



# Initial Claims For Unemployment

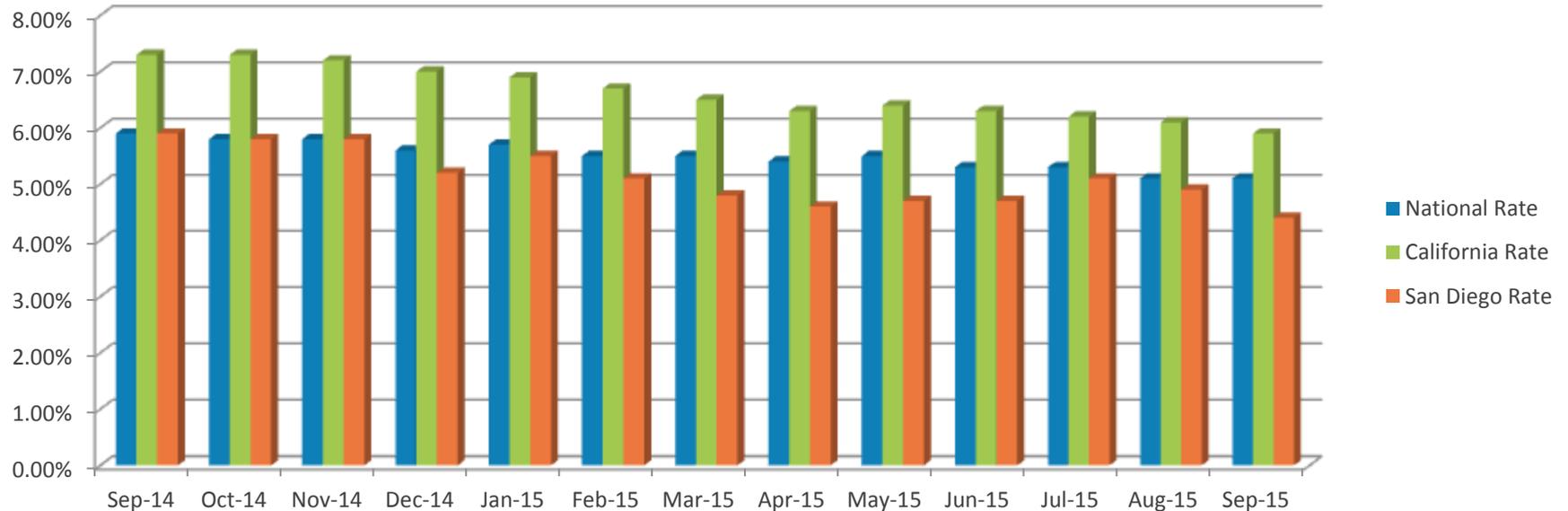
For the week ending October 10, 2015, initial claims for unemployment (seasonally adjusted) fell by 10,000 to 255,000, which were below expectations. The 4-week moving average, which helps smooth out some of the weekly volatility, fell by 12,250 to 265,000.



# No Change in September Unemployment Rates

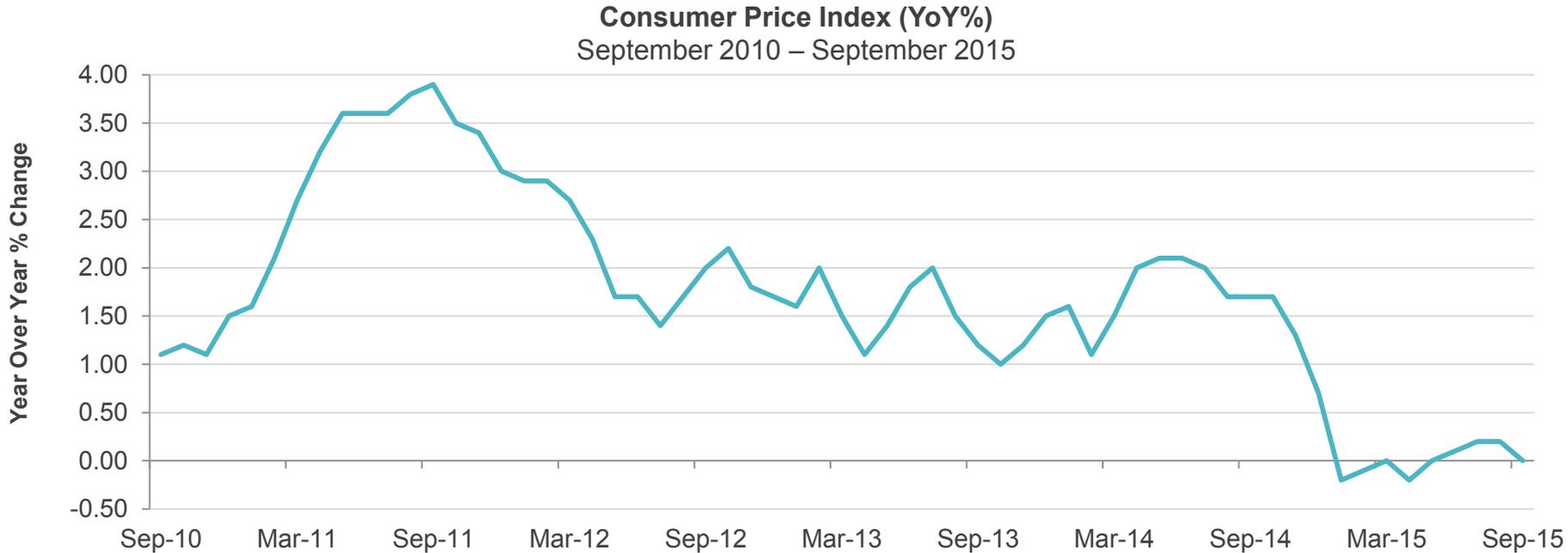
The National unemployment rate remained at 5.1 percent for September, which was the same rate for August. The National U-6 rate fell 0.3 percent from 10.3 percent in August to 10.0 percent for September. In California the unemployment rate was at 5.9 percent for September, down 0.2 percentage points from the August rate of 6.1 percent and down 1.1 percentage points from one year ago. Locally, San Diego's unemployment rate dropped to 4.4 percent for September from 4.9 percent in August.

## Unemployment Rates



# Consumer Price Index

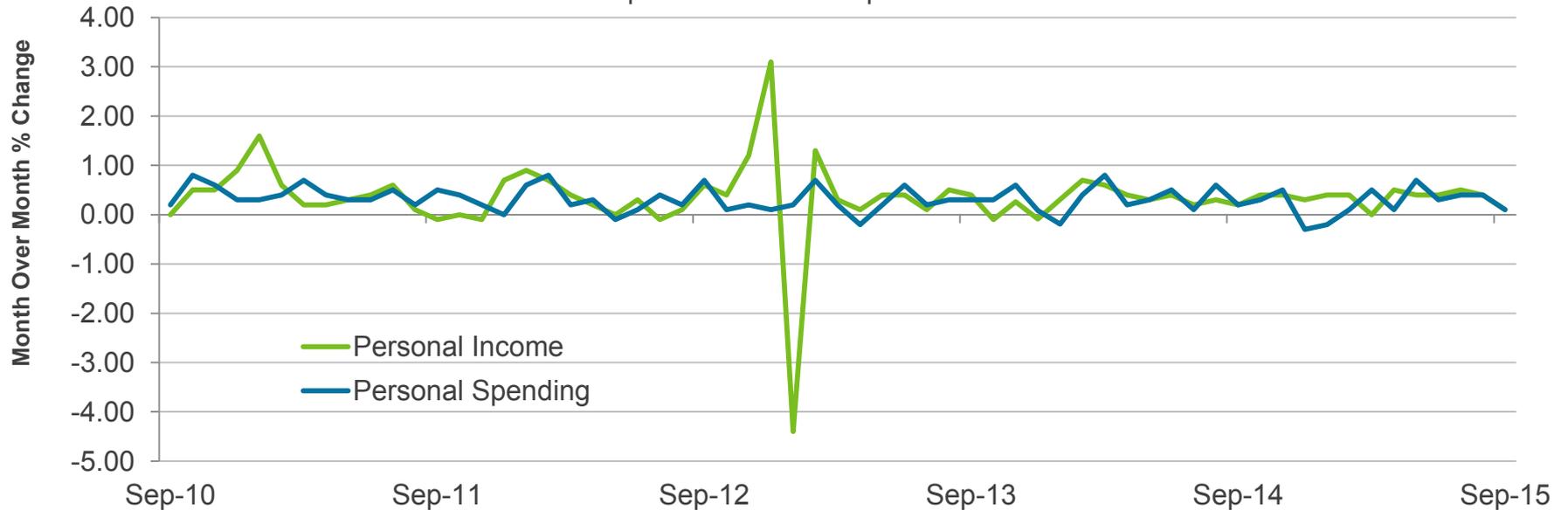
The Consumer Price Index for the twelve months ending September was unchanged at 0.0%, which was down from the 0.2% increase in August. Core CPI, excluding food and energy, was up 1.9% for the twelve months ending September, which was an increase from the 1.8% increase in August. Inflation continues to trend well below the Federal Reserve's 2% target.



# Personal Income and Spending

Personal income and personal spending were both up by 0.1% in September, which were below expectations. Weakness in data is reflected in a slowing economy.

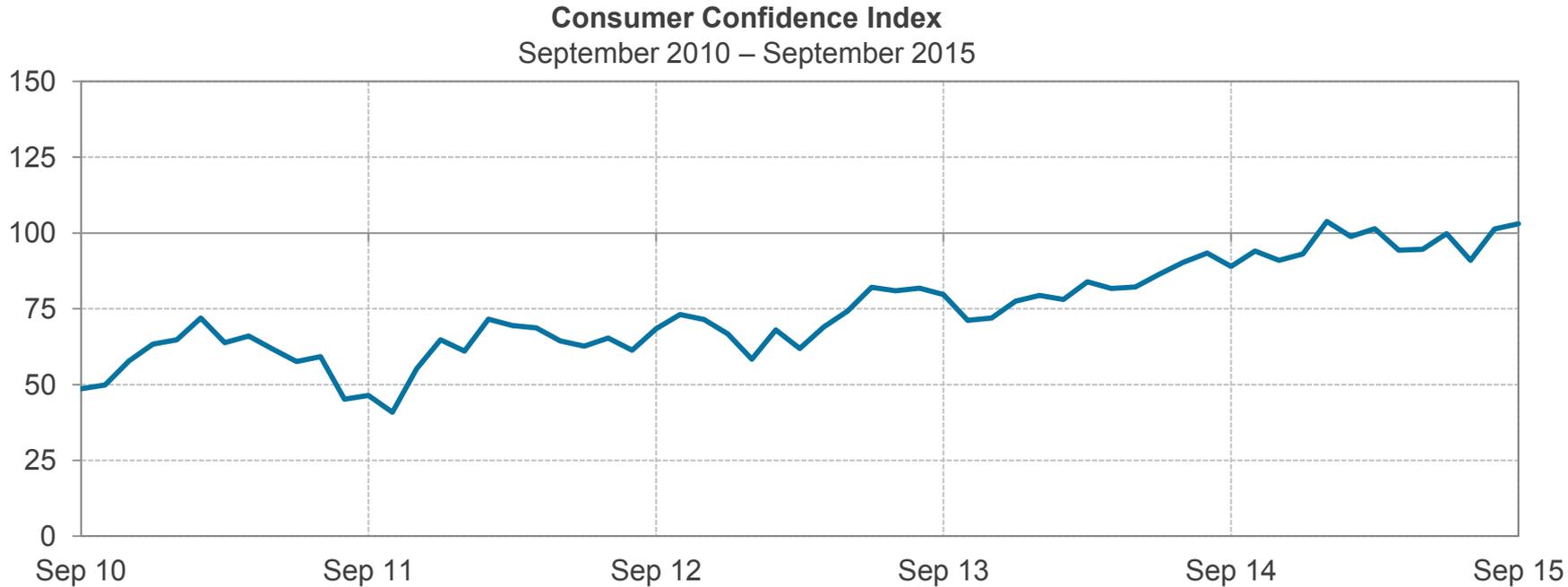
**Personal Income and Spending (MoM%)**  
September 2010 – September 2015





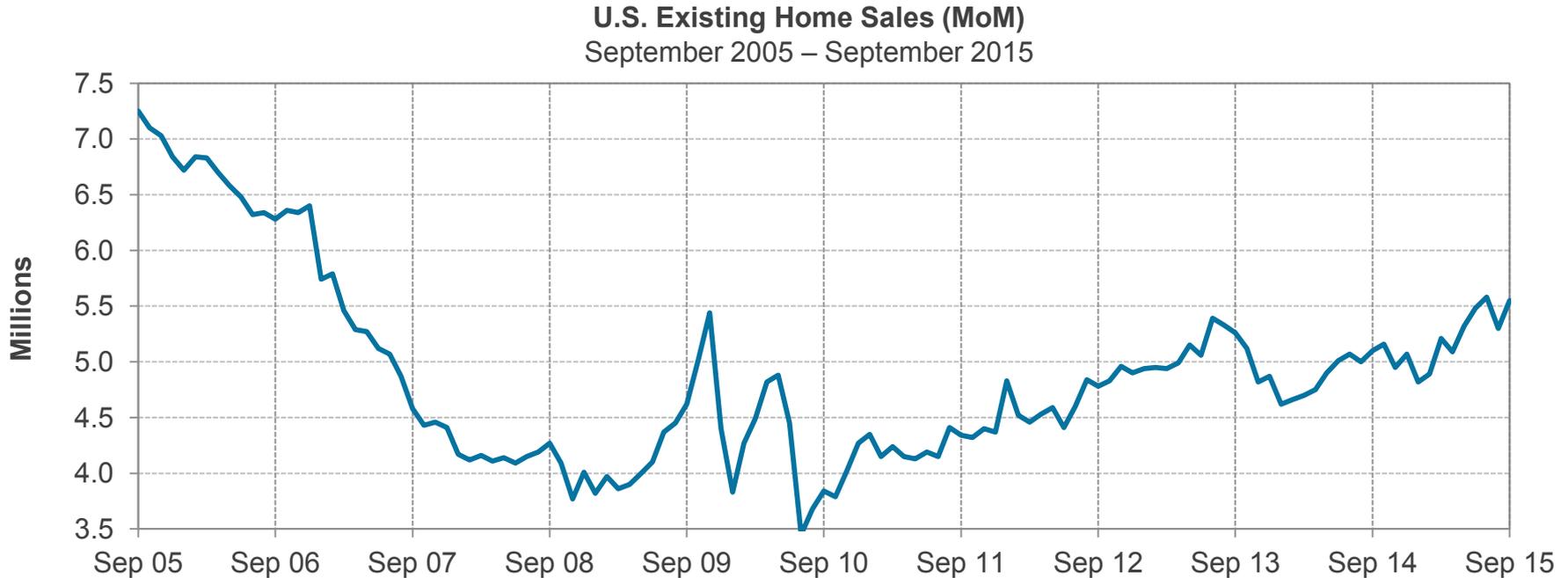
# Consumer Confidence Up Modestly

The Consumer Confidence Index, which rose sharply in August, rose modestly in September increasing 1.7 points to 103 from a revised 101.3 points in August. Consumers were slightly more optimistic about current conditions, but slightly less optimistic about future conditions. The increase was unexpected given the stock market volatility in early September.



# Existing Home Sales Up

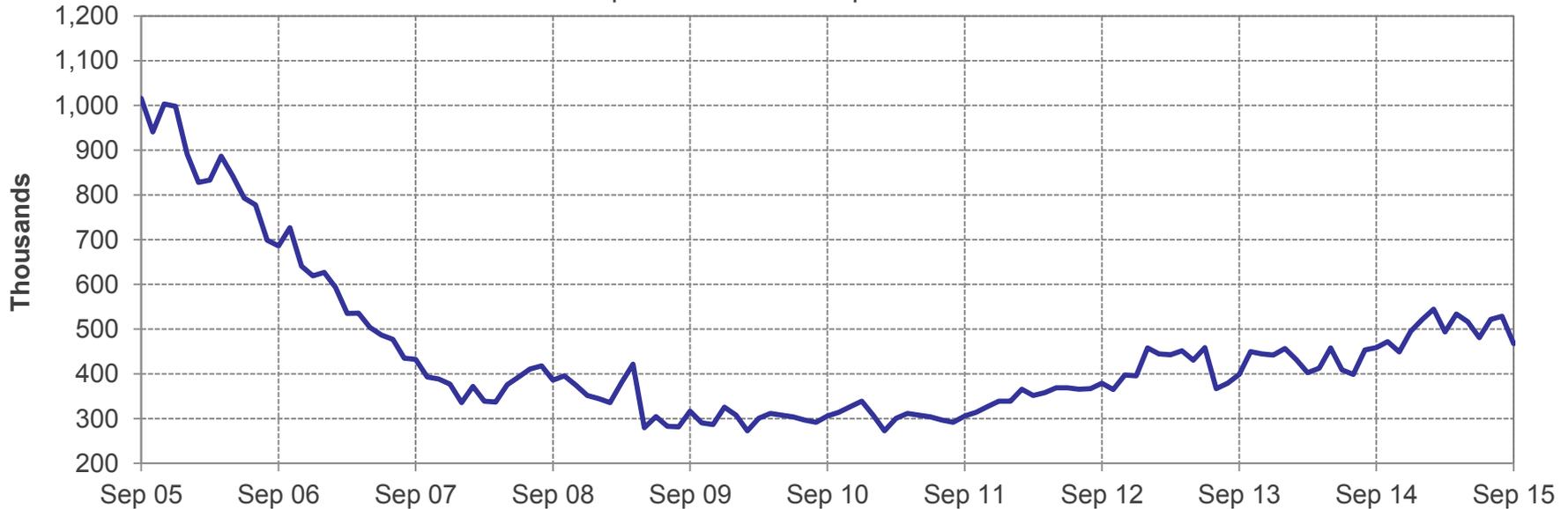
After declining in August, existing home sales increased by 8.8% in September to a seasonally adjusted annualized rate of 5.55 million units. September was the twelfth consecutive month that new home sales were up year over year.



# New Home Sales Fall

New home sales fell by 11.5% in September to a seasonally adjusted annualized rate of 468,000 units, which was its lowest level since November 2014. Although down for the month, new homes sales were up 2% over September 2014. September was the 15<sup>th</sup> straight month that new home sales had increased year over year.

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



## Real Estate



**“We’re looking for a nice home near a lousy school.  
If we buy a house, we can’t afford to send our kids to college.”**

# Oil Volatile in Recent Weeks

Oil (WTI spot) closed at \$46.70 on October 13<sup>th</sup>, which was 8% below its average of \$50.86 for the year. However, oil has been volatile in recent weeks on mixed news. While U.S. domestic production is expected to decline, weakening global demand and expanded production from OPEC is expected to dampen any upward pressure on prices.

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

October 1, 2010 – October 13, 2015

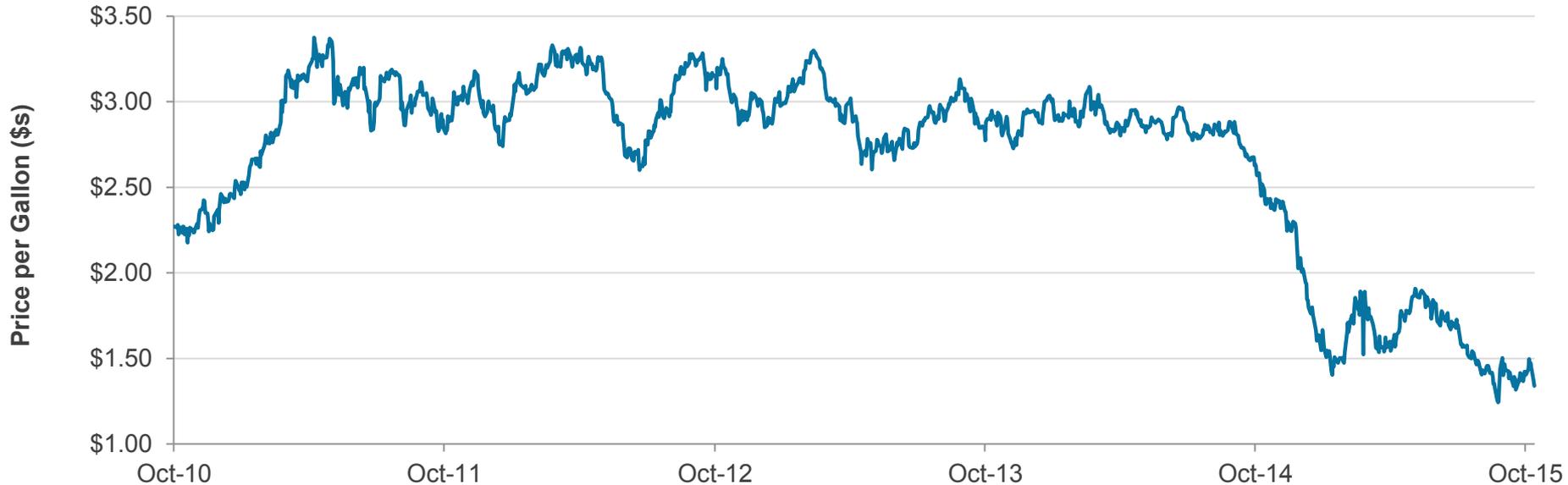


# Jet Fuel Prices

Jet fuel (U.S. Gulf Coast Spot) closed at \$1.34 on October 13<sup>th</sup>, which was 16% below its average of \$1.60 for 2015. Low crude prices have kept a lid on jet fuel prices.

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

October 1, 2010 – October 13, 2015



# U.S. Equity Markets Down For the Year

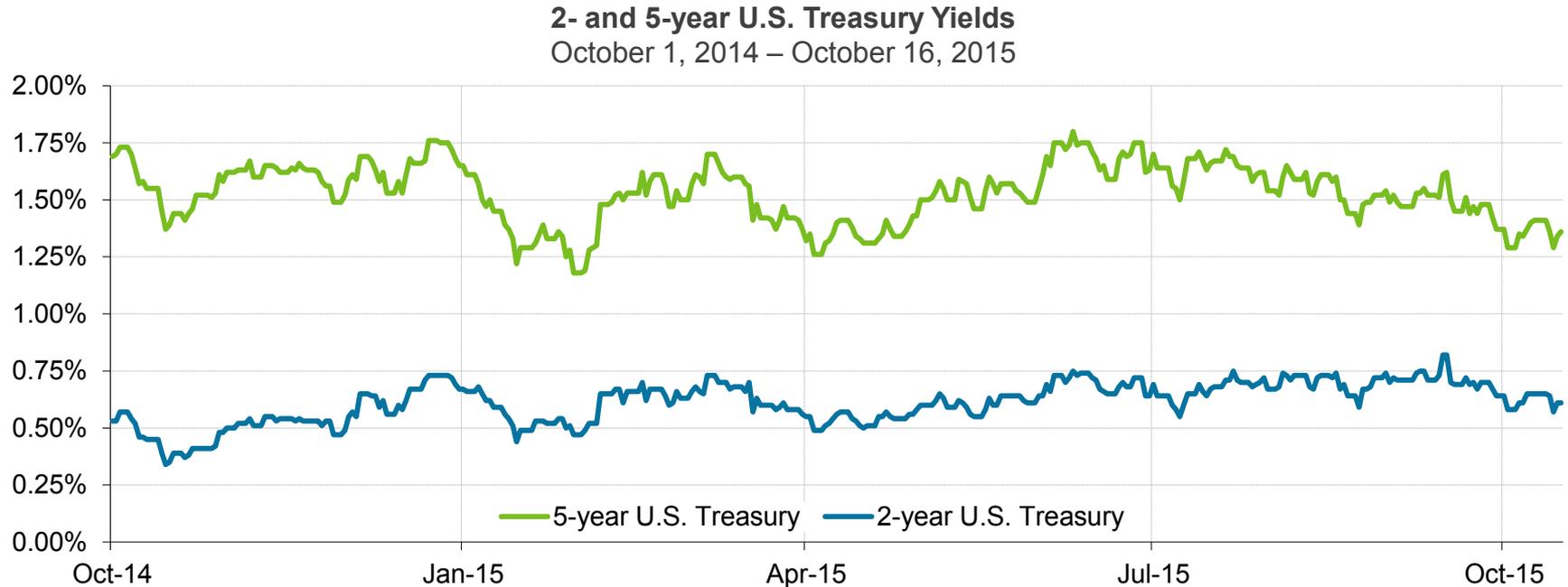
There has been significant volatility in the global equity markets over the past months due to weakness in the global economy and uncertainty regarding FOMC rate moves. Although indices are off their lows for the year, the DJIA is still down -3.41% and the S&P 500 is down -1.25% for the year.

**Dow Jones Industrial Average and S&P 500 Indices**  
October 1, 2010 – October 16, 2015



# Treasury Yields Remain Range Bound

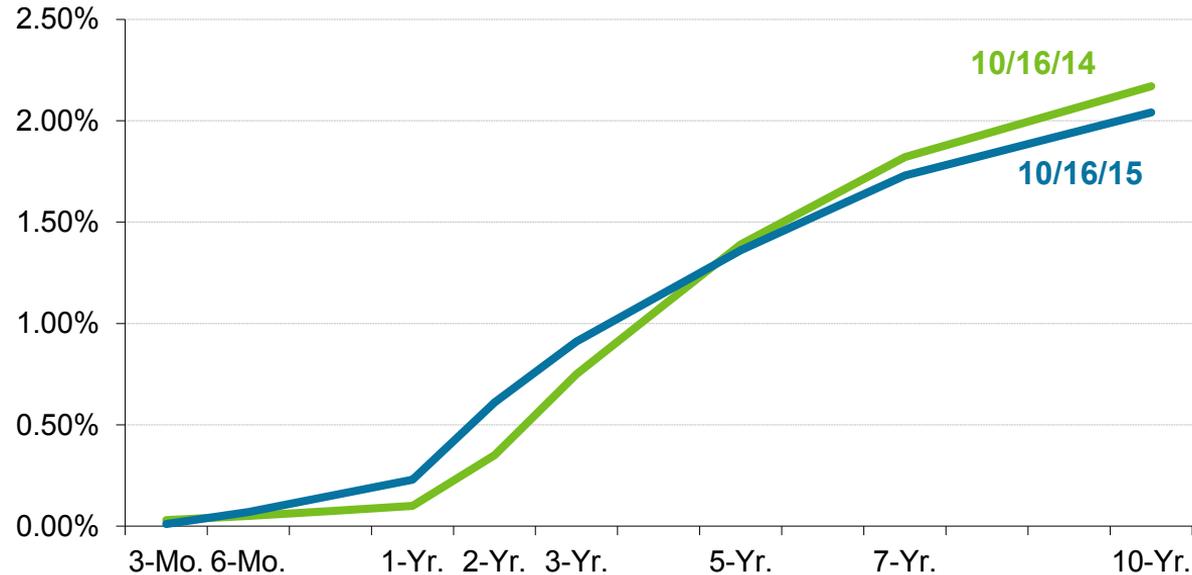
U.S. Treasury yields have traded in a narrow range during the past 12 months. Yields have fallen in recent weeks after the FOMC did not raise the federal funds target rate.



# U.S. Treasury Yield Curve

The Treasury yield curve has flattened over the past year, as shorter-term rates have risen on expectations of a hike in the Fed Funds target rate while longer-term Treasury yields are down on global economic worries and subdued inflation expectations.

**U.S. Treasury Yield Curve**  
October 16, 2014 versus October 16, 2015



	10/16/14	10/16/15	Change
3-Mo.	0.03%	0.01%	(0.02%)
6-Mo.	0.05%	0.07%	0.02%
1-Yr.	0.10%	0.23%	0.13%
2-Yr.	0.35%	0.61%	0.26%
3-Yr.	0.75%	0.91%	0.16%
5-Yr.	1.39%	1.36%	(0.03%)
10-Yr.	2.17%	2.04%	(0.13%)
20-Yr.	2.66%	2.46%	(0.20%)
30-Yr.	2.94%	2.87%	(0.07%)



*“It’s from the bank. It says ‘to help us go green,  
we’ve taken all of your money’”*

*happyadventure.com*



# Revenue & Expenses (Unaudited) For the Month Ended September 2015 and 2014

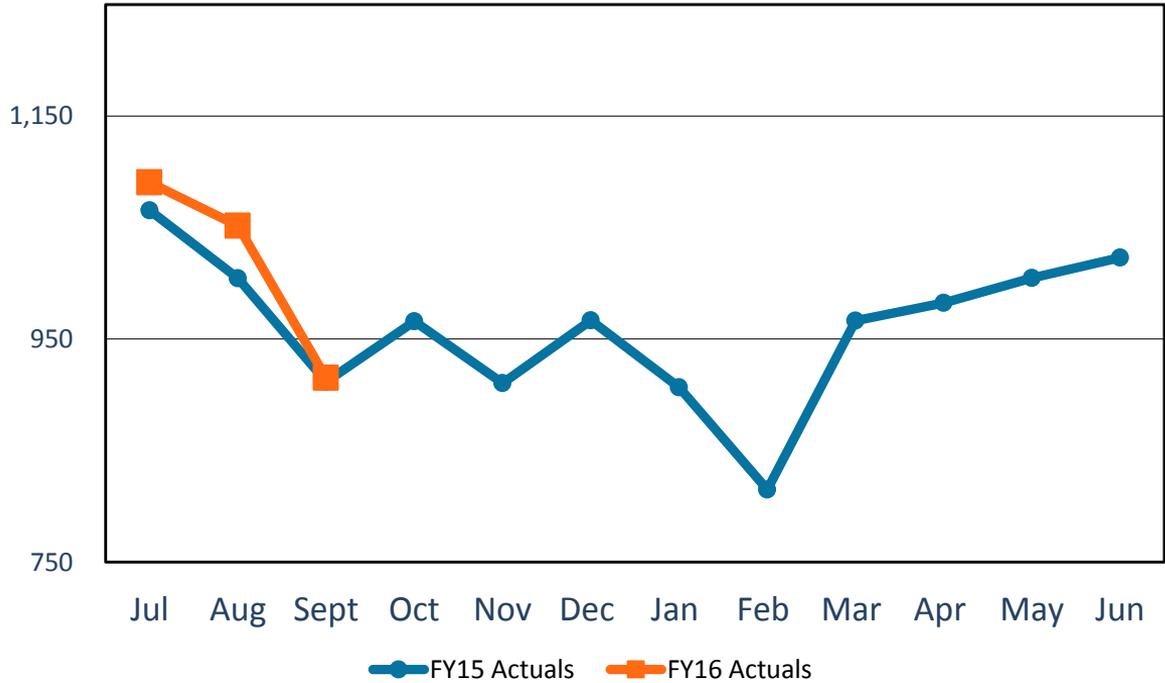


**SAN DIEGO**  
INTERNATIONAL AIRPORT.

LET'S GO 

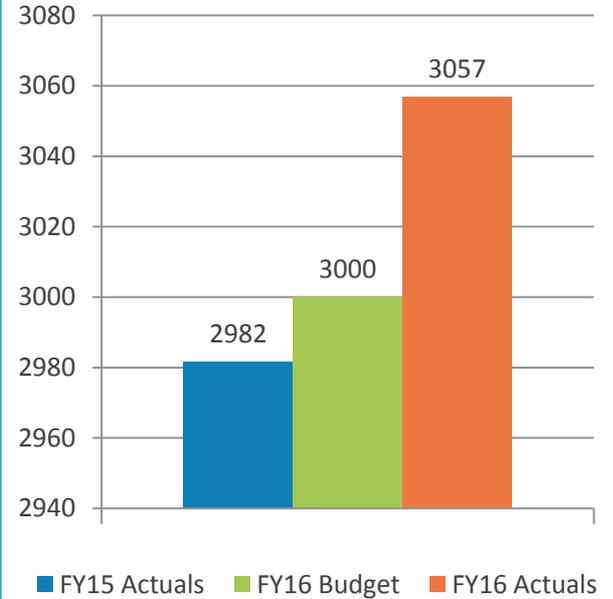
# Gross Landing Weight Units (000 lbs)

(000's)



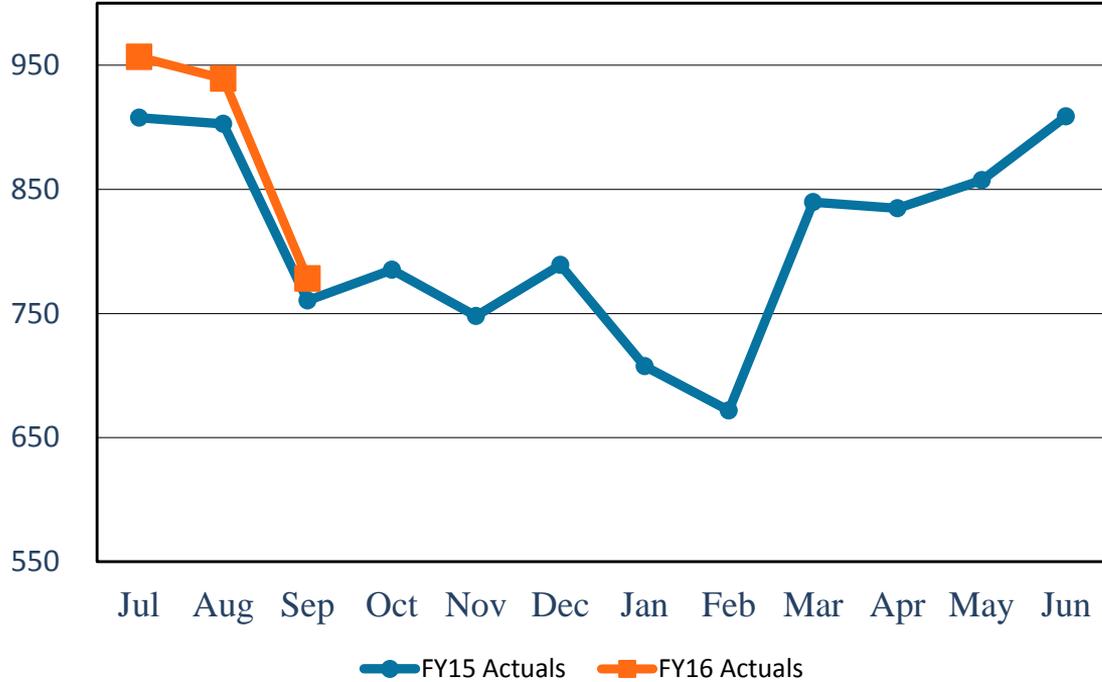
FY16 YTD Act Vs.  
FY15 YTD Act  
2.5%

FY16 YTD Act Vs.  
FY16 YTD Budget  
1.9%



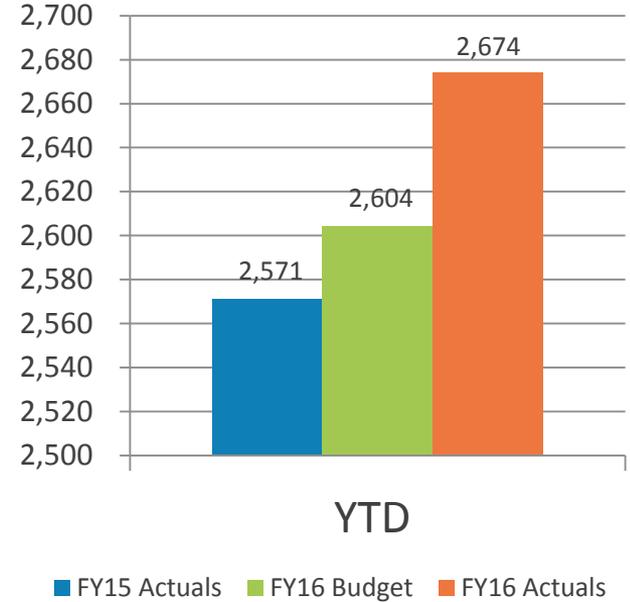
# Enplanements

(000's)

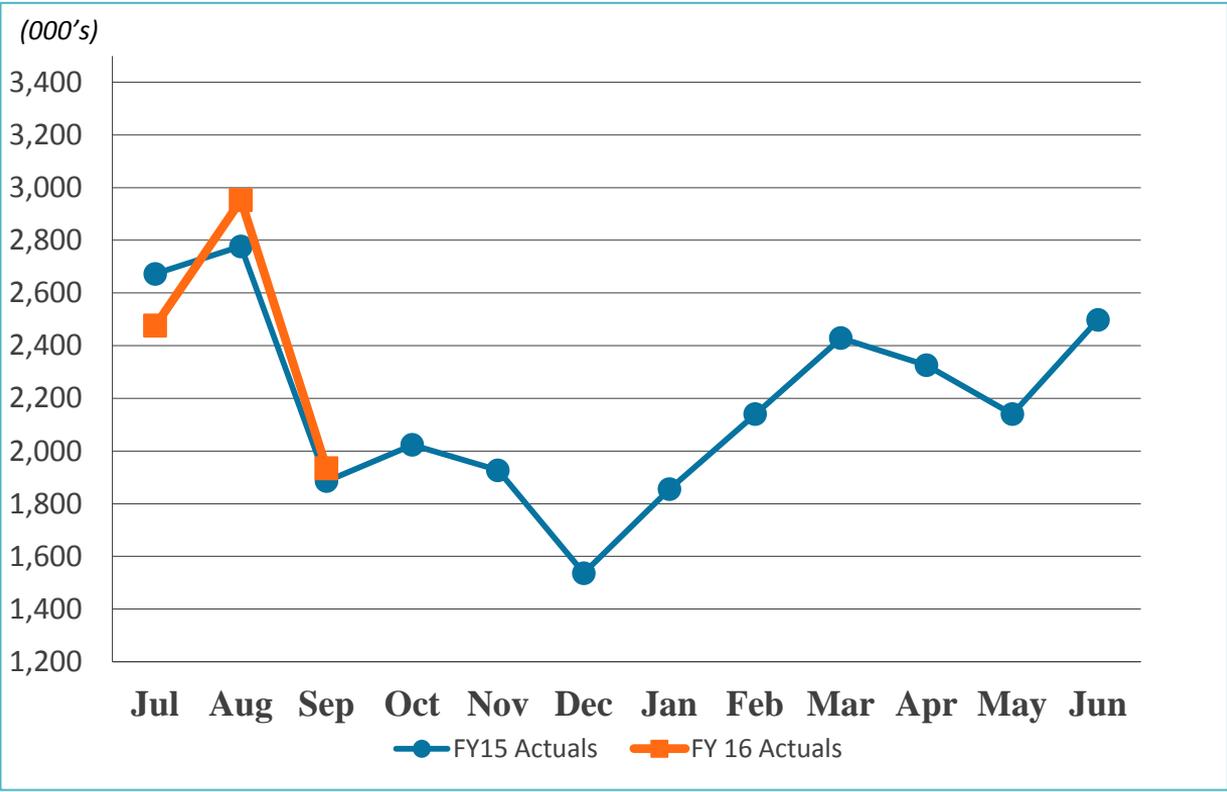


FY16 YTD Act Vs.  
FY15 YTD Act  
4.0%

FY16 YTD Act Vs.  
FY16 YTD Budget  
2.7%

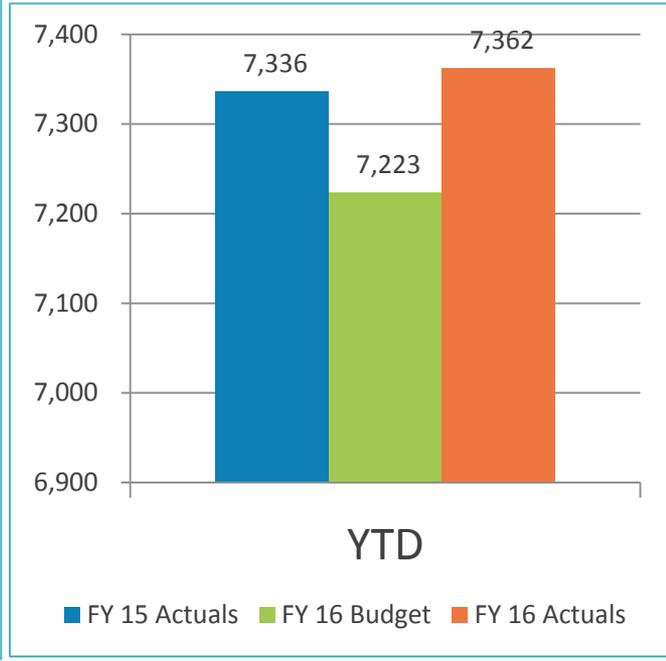


# Car Rental License Fees

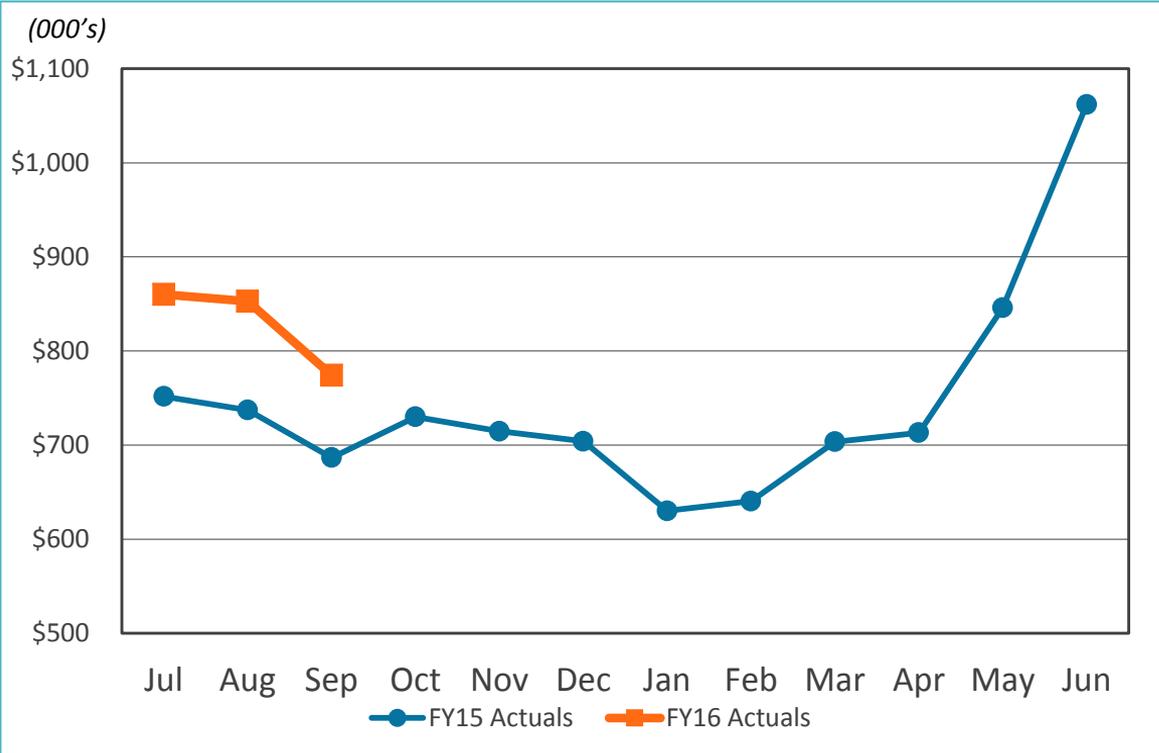


FY16 YTD Act Vs.  
FY15 YTD Act  
0.4%

FY16 YTD Act Vs.  
FY16 YTD Budget  
1.9%

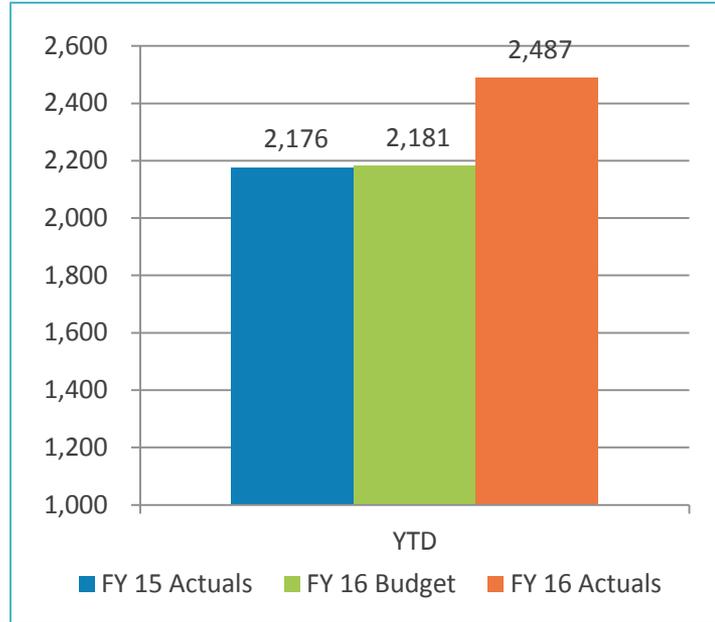


# Food and Beverage Concessions Revenue

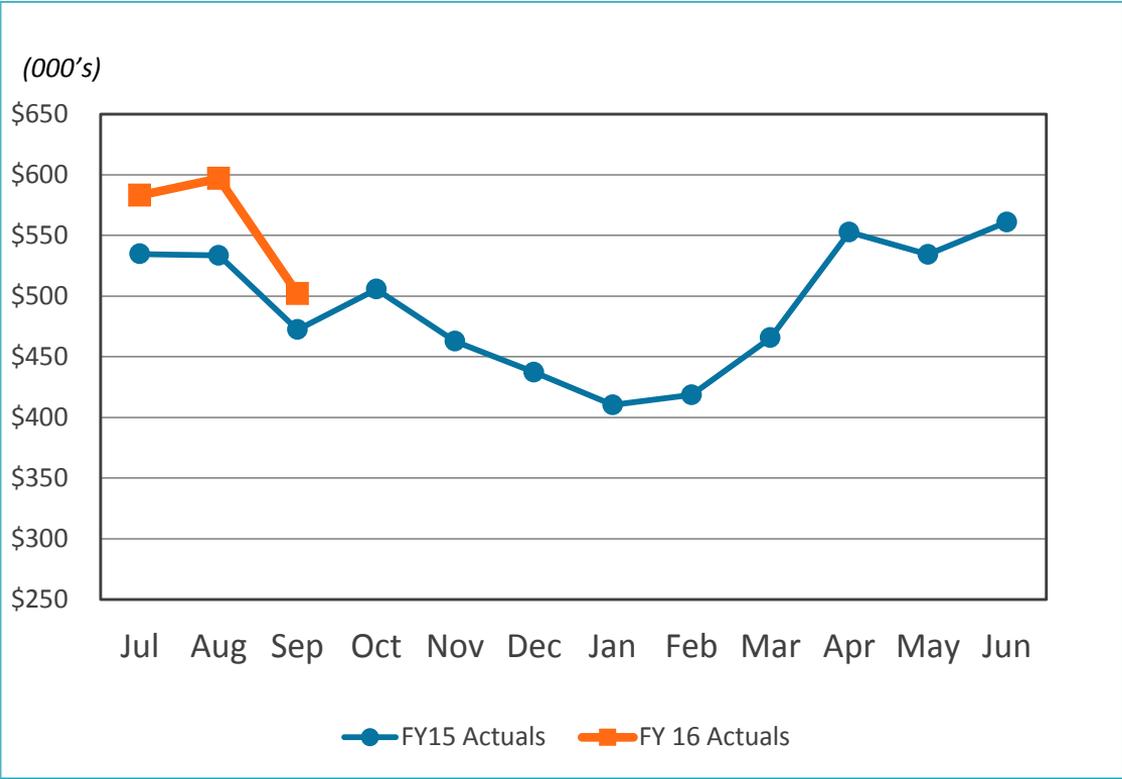


FY16 YTD Act Vs.  
FY15 YTD Act  
14.3%

FY16 YTD Act Vs.  
FY16 YTD Budget  
14.0%

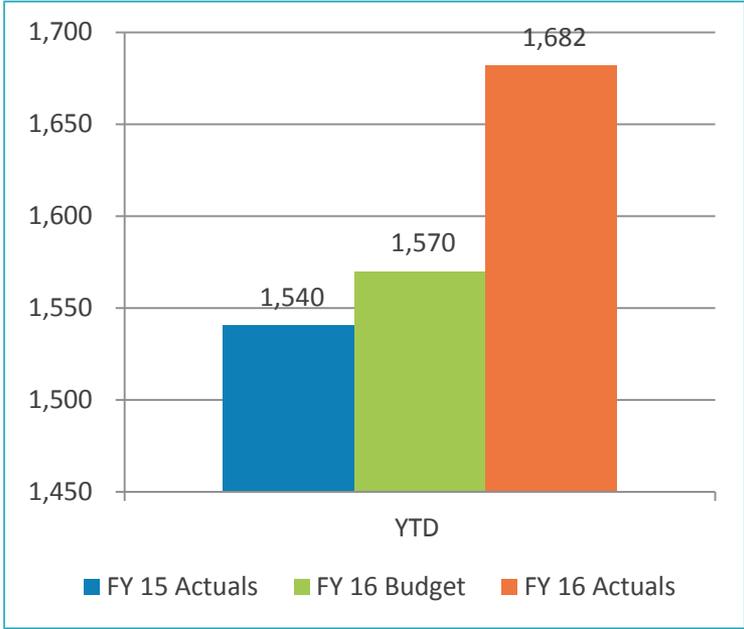


# Retail Concessions Revenue

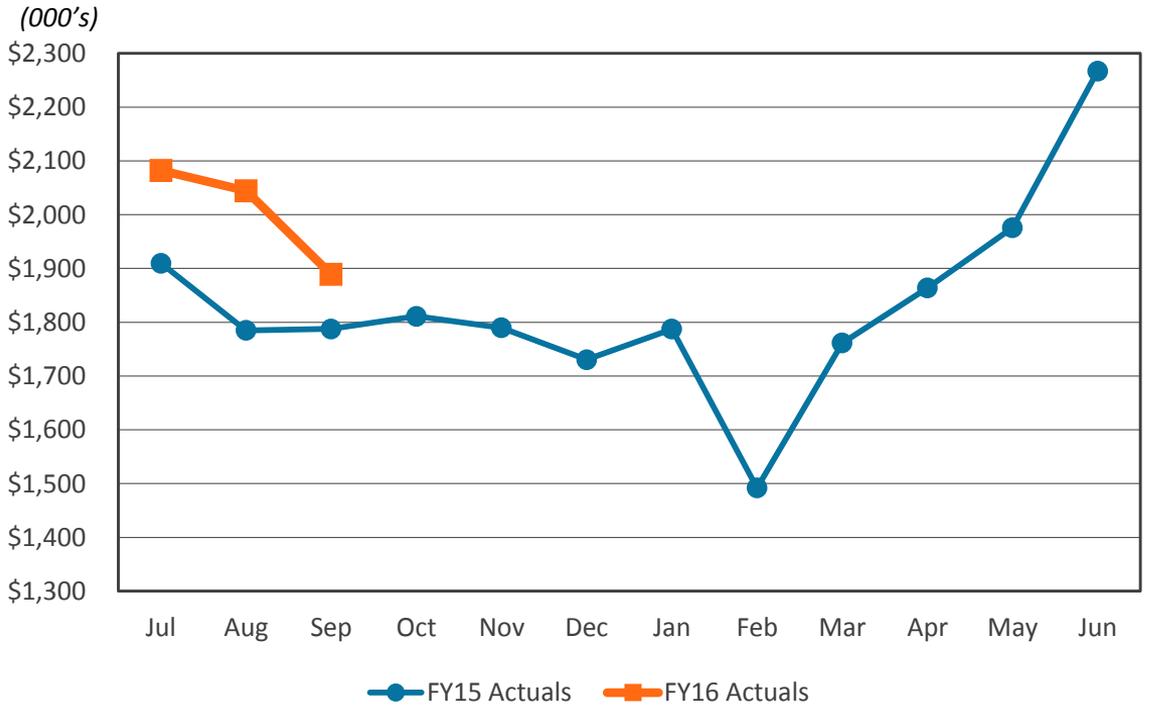


FY16 YTD Act Vs.  
FY15 YTD Act  
9.2%

FY16 YTD Act Vs.  
FY16 YTD Budget  
7.1%

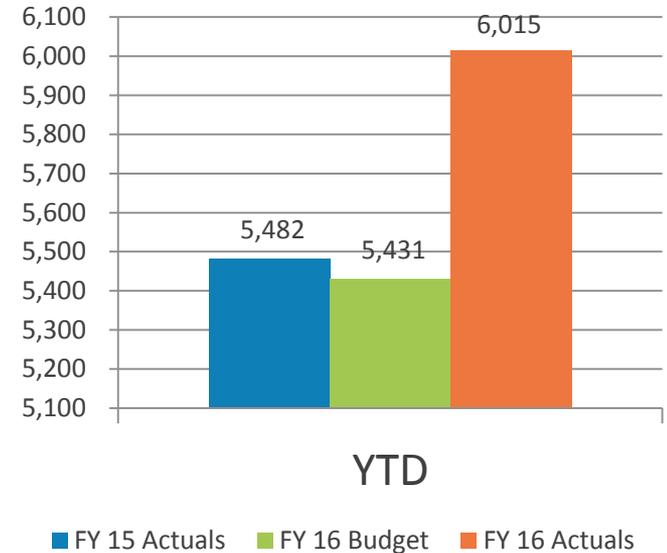


# Total Terminal Concessions (Includes Cost Recovery)

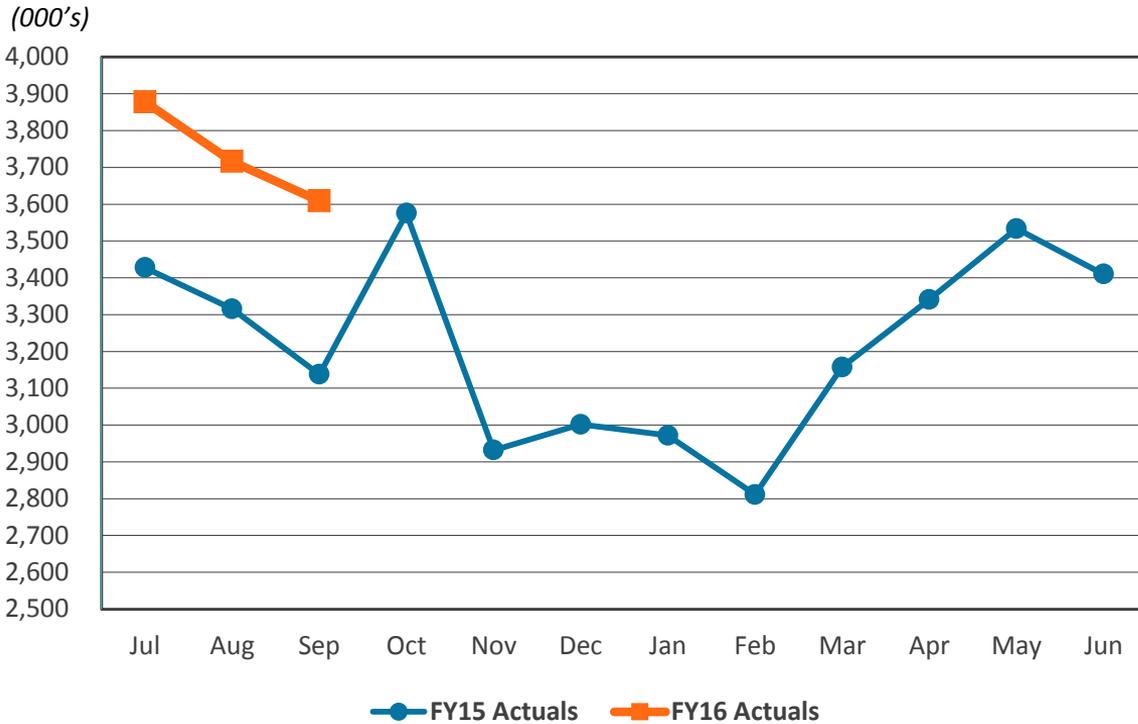


FY16 YTD Act Vs.  
FY15 YTD Act  
9.7%

FY16 YTD Act Vs.  
FY16 YTD Budget  
10.7%

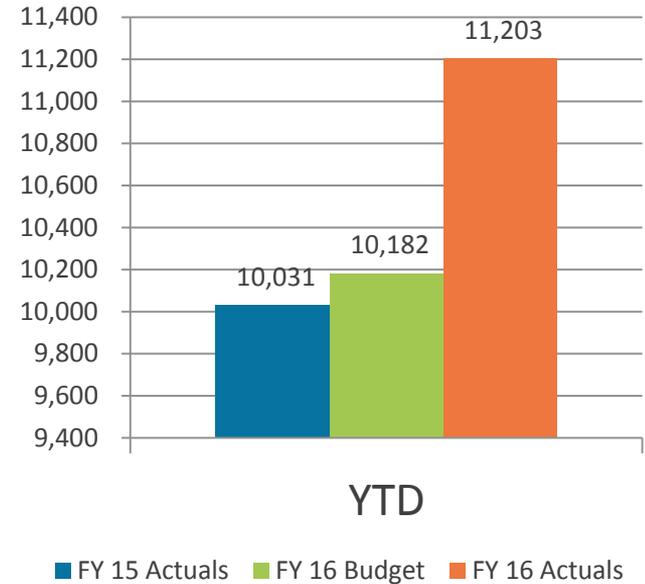


# Parking Revenue



FY16 YTD Act Vs.  
FY15 YTD Act  
11.7%

FY16 YTD Act Vs.  
FY16 YTD Budget  
10.0%



# Operating Revenues for the Month Ended September 30, 2015

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Aviation revenue:</b>					
Landing fees	\$ 1,938	\$ 2,047	\$ 109	6%	\$ 1,855
Aircraft parking fees	240	226	(14)	(6)%	235
Building rentals	4,430	4,498	68	2%	4,130
Security surcharge	2,307	2,306	(1)	-	2,211
CUPPS Support Charges	101	100	-	-	94
Other aviation revenue	131	133	-	-	142
<b>Total aviation revenue</b>	<b>\$ 9,147</b>	<b>\$ 9,310</b>	<b>\$ 163</b>	<b>2%</b>	<b>\$ 8,667</b>

# Operating Revenues

## for the Month Ended September 30, 2015

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Terminal rent non-airline</b>	\$ 121	\$ 112	\$ (9)	(8)%	\$ 68
<b>Concession revenue:</b>					
<b>Terminal concession revenue:</b>					
Food and beverage	673	774	101	15%	687
Gifts and news	482	503	21	4%	472
Space storage	78	73	(5)	(7)%	72
Cost recovery	218	211	(6)	(3)%	193
Other <i>(Primarily advertising)</i>	263	329	66	25%	364
<b>Total terminal concession revenue</b>	<b>1,714</b>	<b>1,890</b>	<b>176</b>	<b>10%</b>	<b>1,788</b>
<b>Car rental and license fee revenue:</b>					
Rental car and license fees	1,912	1,934	22	1%	1,886
License fees-other	388	415	27	7%	334
<b>Total rental car and license fees</b>	<b>2,300</b>	<b>2,349</b>	<b>49</b>	<b>2%</b>	<b>2,220</b>
<b>Total concession revenue</b>	<b>\$ 4,014</b>	<b>\$ 4,239</b>	<b>\$ 225</b>	<b>6%</b>	<b>\$ 4,008</b>

# Operating Revenues for the Month Ended September 30, 2015

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Parking revenue:</b>					
Short-term parking revenue	\$ 2,095	\$ 2,250	\$ 156	7%	\$ 2,056
Long-term parking revenue	1,148	1,359	211	18%	1,132
<b>Total parking revenue</b>	<b>3,173</b>	<b>3,609</b>	<b>437</b>	<b>14%</b>	<b>3,188</b>
Ground transportation permits and citations	527	315	(212)	(40)%	216
Ground rentals	1,000	997	(3)	-	999
Grant reimbursements	24	24	-	-	24
Other operating revenue	39	68	29	73%	57
<b>Subtotal</b>	<b>4,763</b>	<b>5,013</b>	<b>251</b>	<b>5%</b>	<b>4,484</b>
<b>Total operating revenues</b>	<b>\$ 18,045</b>	<b>\$ 18,674</b>	<b>\$ 630</b>	<b>3%</b>	<b>\$ 17,227</b>

# Operating Expenses

## for the Month Ended September 30, 2015

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Operating expenses:</b>					
Salaries and benefits	\$ 3,448	\$ 3,113	\$ 335	10%	\$ 4,185
Contractual services	2,996	2,795	201	7%	2,990
Safety and security	1,999	1,786	213	11%	2,042
Space rental	869	868	1	-	871
Utilities	1,116	1,053	63	6%	1,345
Maintenance	1,205	1,284	(79)	(7)%	970
Equipment and systems	28	43	(15)	(55)%	1
Materials and supplies	33	43	(10)	(29)%	38
Insurance	110	63	47	43%	89
Employee development and support	110	135	(24)	(22)%	76
Business development	263	87	176	67%	262
Equipment rental and repairs	311	264	46	15%	102
<b>Total operating expenses</b>	<b>\$ 12,488</b>	<b>\$ 11,534</b>	<b>\$ 954</b>	<b>8%</b>	<b>\$ 12,971</b>

# Financial Summary

## for the Month Ended September 30, 2015

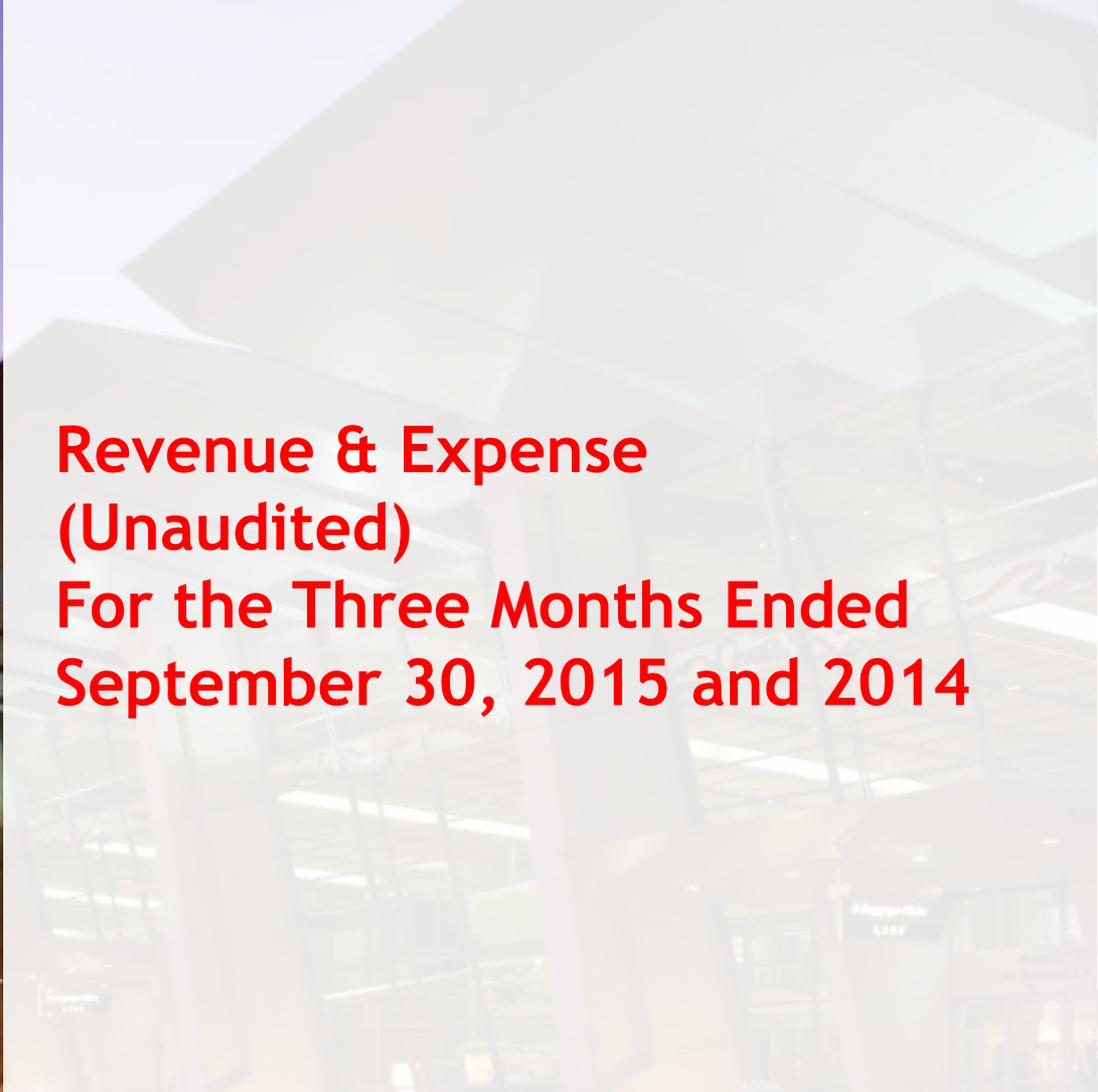
(In thousands)	<b>Budget</b>	<b>Actual</b>	<b>Variance Favorable (Unfavorable)</b>	<b>% Change</b>	<b>Prior Year</b>
Total operating revenues	\$ 18,045	\$ 18,674	\$ 629	3%	\$ 17,227
Total operating expenses	12,488	11,534	954	8%	12,971
<b>Income from operations</b>	<b>5,557</b>	<b>7,140</b>	<b>1,583</b>	<b>28%</b>	<b>4,256</b>
Depreciation	6,637	6,637	-	-	6,637
<b>Operating income (loss)</b>	<b>\$ (1,080)</b>	<b>\$ 503</b>	<b>\$ 1,583</b>	<b>146%</b>	<b>\$ (2,381)</b>

# Non-operating Revenues & Expenses for the Month Ended September 30, 2015

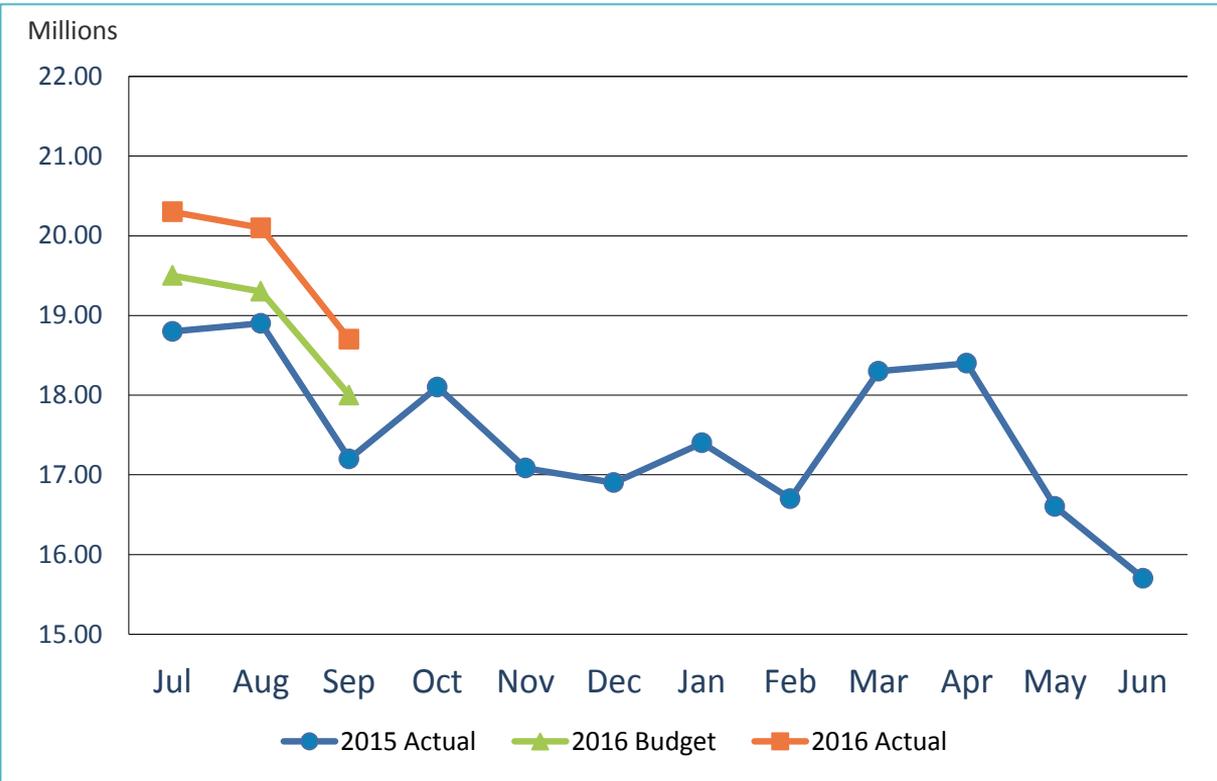
(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Nonoperating revenues (expenses):</b>					
Passenger facility charges	\$ 3,131	\$ 3,238	\$ 108	3%	\$ 3,153
Customer facility charges (Rental Car Center)	2,699	2,902	203	8%	2,814
Quieter Home Program, net	(320)	(307)	13	4%	(155)
Interest income	416	474	58	14%	336
BAB interest rebate	386	386	-	-	386
Interest expense & debt issuance costs	(4,255)	(4,851)	(596)	(14)%	(5,735)
Bond amortization	355	356	-	-	363
Other nonoperating revenue (expenses)	(1)	(83)	(82)	-	7
<b>Nonoperating revenue, net</b>	<b>2,411</b>	<b>2,115</b>	<b>(297)</b>	<b>(12)%</b>	<b>1,168</b>
<b>Change in net position before grant contributions</b>	<b>1,331</b>	<b>2,618</b>	<b>1,286</b>	<b>97%</b>	<b>(1,213)</b>
Capital grant contributions	2,187	1,823	(364)	(17)%	2,102
<b>Change in net position</b>	<b>\$ 3,518</b>	<b>\$ 4,441</b>	<b>\$ 922</b>	<b>26%</b>	<b>\$ 889</b>



**Revenue & Expense  
(Unaudited)  
For the Three Months Ended  
September 30, 2015 and 2014**

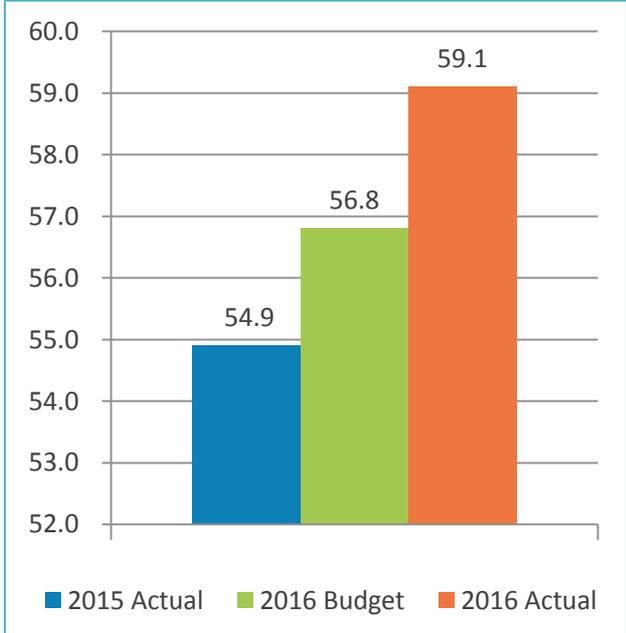


# Monthly Operating Revenue (Unaudited)



FY16 YTD Act Vs.  
FY15 YTD Act  
7.7%

FY16 YTD Act Vs.  
FY16 YTD Budget  
4.0%



# Operating Revenues for the Three Months Ended September 30, 2015 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Aviation revenue:</b>					
Landing fees	\$ 6,349	\$ 6,541	\$ 192	3%	\$ 6,200
Aircraft parking fees	719	677	(42)	(6)%	683
Building rentals	13,312	13,513	200	2%	12,623
Security surcharge	6,921	6,918	(3)	-	6,632
CUPPS Support Charges	302	302	-	-	283
Other aviation revenue	397	402	5	1%	401
<b>Total aviation revenue</b>	<b>\$ 28,000</b>	<b>\$ 28,353</b>	<b>\$ 353</b>	<b>1%</b>	<b>\$ 26,823</b>

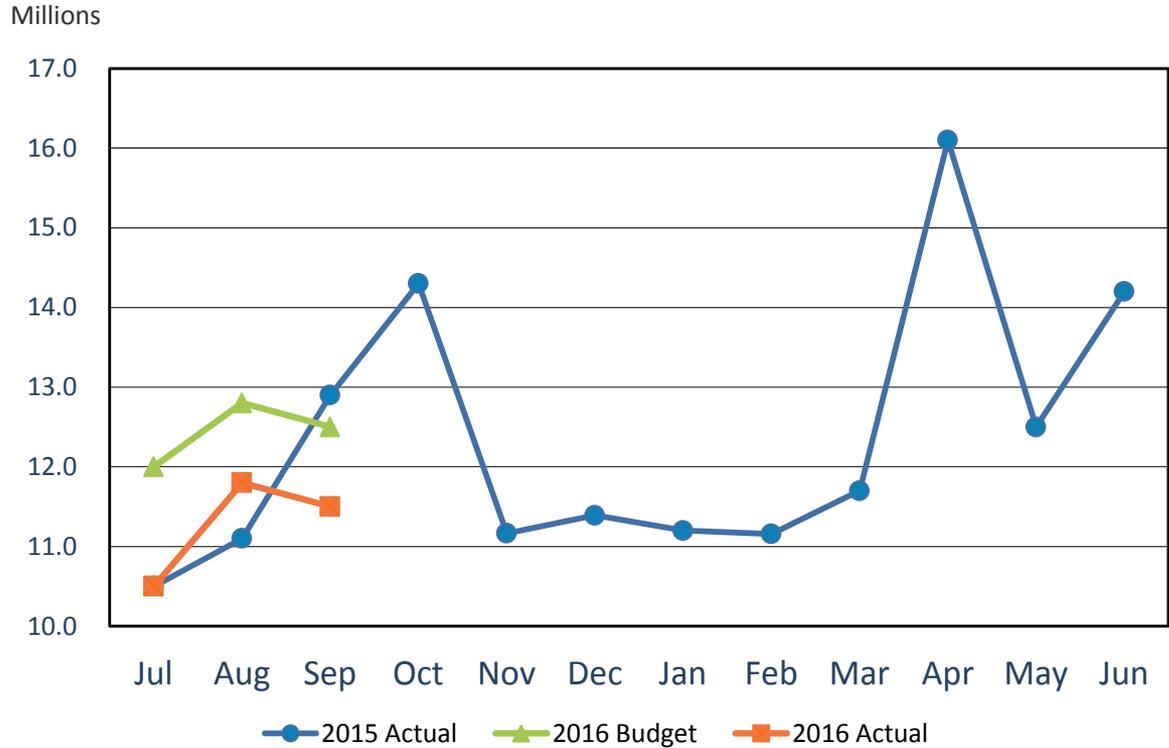
# Operating Revenues for the Three Months Ended September 30, 2015 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Terminal rent non-airline</b>	\$ 357	\$ 335	\$ (22)	(6)%	\$ 305
<b>Concession revenue:</b>					
<b>Terminal concession revenue:</b>					
Food and beverage	2,181	2,487	306	14%	2,176
Retail	1,570	1,682	112	7%	1,540
Space storage	233	214	(19)	(8)%	218
Cost recovery	653	633	(19)	(3)%	569
Other <i>(Primarily advertising)</i>	794	998	205	26%	979
<b>Total terminal concession revenue</b>	<b>5,430</b>	<b>6,014</b>	<b>585</b>	<b>11%</b>	<b>5,482</b>
<b>Car rental and license fee revenue:</b>					
Rental car license fees	7,223	7,362	138	2%	7,336
License fees-other	1,157	1,150	(8)	(1)%	1,085
<b>Total rental car and license fees</b>	<b>8,380</b>	<b>8,512</b>	<b>130</b>	<b>2%</b>	<b>8,421</b>
<b>Total concession revenue</b>	<b>\$ 13,811</b>	<b>\$ 14,526</b>	<b>\$ 715</b>	<b>5%</b>	<b>\$ 13,903</b>

# Operating Revenues for the Three Months Ended September 30, 2015 (Unaudited)

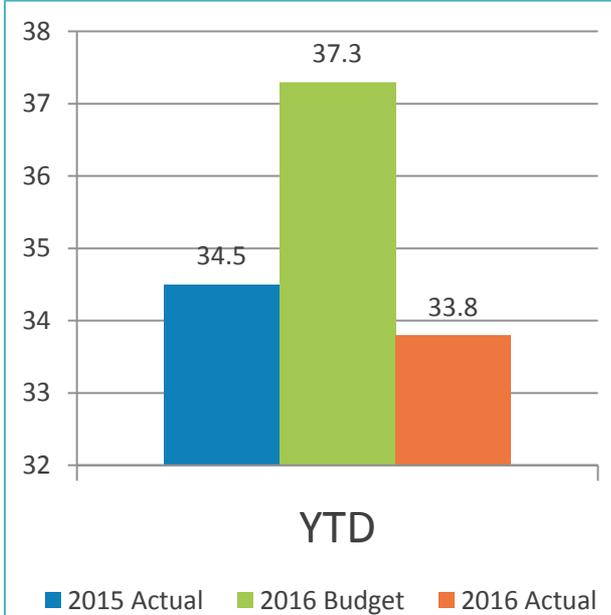
(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Parking revenue:</b>					
Short-term parking revenue	\$ 6,639	\$ 7,056	\$ 417	6%	\$ 6,465
Long-term parking revenue	3,743	4,147	404	11%	3,566
<b>Total parking revenue</b>	<b>10,182</b>	<b>11,203</b>	<b>1,021</b>	<b>10%</b>	<b>10,031</b>
Ground transportation permits and citations	1,272	1,417	146	11%	949
Ground rentals	3,001	2,986	(15)	-	2,648
Grant reimbursements	74	74	-	-	74
Other operating revenue	118	194	75	64%	156
<b>Subtotal</b>	<b>14,647</b>	<b>15,874</b>	<b>1,227</b>	<b>8%</b>	<b>13,858</b>
<b>Total operating revenues</b>	<b>\$ 56,815</b>	<b>\$ 59,088</b>	<b>\$ 2,273</b>	<b>4%</b>	<b>\$ 54,889</b>

# Monthly Operating Expenses (Unaudited)



FY16 YTD Act Vs.  
FY15 YTD Act  
2.0%

FY16 YTD Act Vs.  
FY16 YTD Budget  
9.4%



# Operating Expenses

## for the Three Months Ended September 30, 2015

### (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Operating expenses:</b>					
Salaries and benefits	\$ 9,977	\$ 9,369	\$ 609	6%	\$ 11,084
Contractual services	8,934	8,280	654	7%	7,161
Safety and security	5,796	5,344	452	8%	6,051
Space rental	2,607	2,548	59	2%	2,613
Utilities	3,644	3,186	458	13%	3,420
Maintenance	3,862	3,582	280	7%	2,797
Equipment and systems	125	129	(4)	(4)%	(6)
Materials and supplies	107	126	(19)	(18)%	106
Insurance	331	239	92	28%	266
Employee development and support	322	252	71	22%	184
Business development	637	175	462	73%	469
Equipment rental and repairs	943	645	297	32%	393
<b>Total operating expenses</b>	<b>\$ 37,284</b>	<b>\$ 33,875</b>	<b>\$ 3,409</b>	<b>9%</b>	<b>\$ 34,538</b>

# Financial Summary

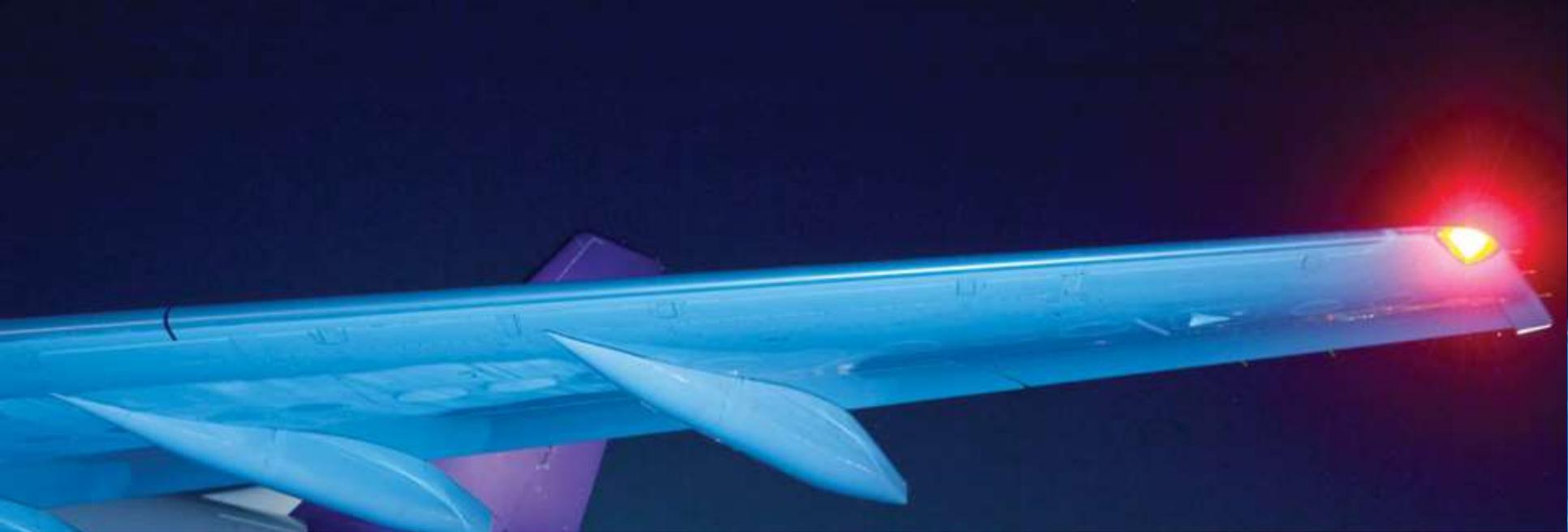
## for the Three Months Ended September 30, 2015

### (Unaudited)

(In thousands)	<b>Budget</b>	<b>Actual</b>	<b>Variance Favorable (Unfavorable)</b>	<b>% Change</b>	<b>Prior Year</b>
Total operating revenues	\$ 56,815	\$ 59,088	\$ 2,273	4%	\$ 54,889
Total operating expenses	37,284	33,875	3,409	9%	34,538
<b>Income from operations</b>	<b>19,531</b>	<b>25,213</b>	<b>5,682</b>	<b>29%</b>	<b>20,351</b>
Depreciation	19,521	19,521	-	-	19,953
<b>Operating income (loss)</b>	<b>\$ 10</b>	<b>\$ 5,692</b>	<b>\$ 5,682</b>	<b>-</b>	<b>\$ 398</b>

# Nonoperating Revenues & Expenses for the Three Months Ended September 30, 2015 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Nonoperating revenues (expenses):</b>					
Passenger facility charges	\$ 9,778	\$ 9,896	\$ 118	1%	\$ 9,438
Customer facility charges (Rental Car Center)	8,533	8,903	370	4%	8,381
Quieter Home Program, net	(660)	(553)	108	16%	(609)
Interest income	1,281	1,439	158	12%	1,304
BAB interest rebate	1,158	1,158	-	-	1,159
Interest expense & debt issuance costs	(12,766)	(14,306)	(1,540)	(12)%	(16,391)
Bond amortization	1,069	1,069	-	-	1,090
Other nonoperating revenue (expenses)	(3)	(65)	(63)	-	5
<b>Nonoperating revenue, net</b>	<b>8,390</b>	<b>7,541</b>	<b>(849)</b>	<b>(10)%</b>	<b>4,377</b>
<b>Change in Net Position before grant contributions</b>	<b>8,400</b>	<b>13,233</b>	<b>4,833</b>	<b>58%</b>	<b>4,775</b>
Capital grant contributions	7,916	7,857	(59)	(1)%	2,076
<b>Change in Net Position</b>	<b>\$ 16,316</b>	<b>\$ 21,090</b>	<b>\$ 4,774</b>	<b>29%</b>	<b>\$ 6,851</b>



# Statements of Net Position (Unaudited) September 30, 2015 and 2014

# Statements of Net Position (Unaudited)

(In thousands)

**September**

	<b>2015</b>	<b>2014</b>
<b>Current assets:</b>		
Cash and investments	\$ 86,450	\$ 80,463
Tenant lease receivable, net of allowance of 2015: (\$60,720) and 2014: (\$40,835)	7,983	8,334
Grants receivable	10,381	4,932
Notes receivable-current portion	1,609	1,529
Prepaid expenses and other current assets	8,713	8,999
<b>Total current assets</b>	<b>115,136</b>	<b>104,257</b>
<b>Cash designated for capital projects and other</b>	<b>\$ 26,210</b>	<b>\$ 19,493</b>

# Statements of Net Position (Unaudited)

(In thousands)

**September**

**2015**

**2014**

## Restricted assets:

Cash and investments:

Bonds reserve

\$ 68,621      \$ 66,593

Passenger facility charges and interest unapplied

52,595      45,622

Customer facility charges and interest applied

41,867      43,511

Commercial paper reserve

-      -

SBD bond guarantee

4,000      4,000

Bond proceeds held by trustee

250,007      423,083

Commercial paper interest held by trustee

-      13

Passenger facility charges receivable

4,258      3,923

Customer facility charges receivable

2,880      4,216

OCIP insurance reserve

4,273      4,909

**Total restricted assets**

**\$ 428,501      \$ 595,870**

# Statements of Net Position (Unaudited)

(In thousands)

**September**

**2015**

**2014**

## Noncurrent assets:

### Capital assets:

Land and land improvements

\$ 72,563

\$ 71,082

Runways, roads and parking lots

590,461

568,936

Buildings and structures

1,116,137

1,023,922

Machinery and equipment

15,945

14,230

Vehicles

5,798

5,520

Office furniture and equipment

32,173

32,258

Works of art

3,424

2,468

Construction-in-progress

435,859

307,100

**2,272,360**

**2,025,516**

Less: accumulated depreciation

(752,042)

(676,788)

**Total capital assets, net**

**\$ 1,520,318**

**\$ 1,348,728**

# Statements of Net Position (Unaudited)

	(In thousands)	
	<b>September</b>	
	<b>2015</b>	<b>2014</b>
<b>Other assets:</b>		
Notes receivable - long-term portion	\$ 36,358	\$ 37,988
Investments - long-term portion	78,879	85,709
Net pension asset	-	6,769
Security deposit	350	500
<b>Total other assets</b>	<b>115,587</b>	<b>130,966</b>
<b>Deferred outflows of resources:</b>		
Deferred pension contributions:	5,853	-
<b>Total assets and deferred outflows of resources</b>	<b>\$ 2,211,605</b>	<b>\$ 2,199,314</b>



# Statements of Net Position (Unaudited)

	(In thousands)	
	<b>September</b>	
	<b>2015</b>	<b>2014</b>
<b>Long-term liabilities:</b>		
Revolving line of credit and commercial paper payable	\$ 38,705	\$ 44,884
Other long-term liabilities	6,069	11,323
Long-term debt - bonds net of amortized premium	1,294,930	1,310,327
<b>Total long-term liabilities</b>	<b>1,339,704</b>	<b>1,366,534</b>
<b>Total liabilities</b>	<b>1,439,603</b>	<b>1,465,447</b>
<b>Deferred inflows of resources</b>		
Deferred pension investment gains	8,168	-
<b>Total liabilities and deferred inflows of resources</b>	<b>\$ 1,447,771</b>	<b>\$ 1,465,447</b>

# Statements of Net Position (Unaudited)

	(In thousands)	
	<b>September</b>	
	<b>2015</b>	<b>2014</b>
<b>Net Position:</b>		
Invested in capital assets, net of related debt	\$ 417,672	\$ 396,579
Other restricted	178,151	172,768
Unrestricted:		
Designated	26,211	25,434
Undesignated	141,801	139,086
<b>Total net position</b>	<b>\$ 763,835</b>	<b>\$ 733,867</b>



Questions?

## Board Communication

Date: November 19, 2015  
To: Board Members  
Via: Thella F. Bowens, President/CEO  
From: Scott M. Brickner, Vice President, Finance & Asset  
Management/Treasurer  
Subject: Accept the Authority's Investment Report as of September 30,  
2015:

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

Item 7



## San Diego County Regional Airport Authority

### Review of the Authority's Investment Report As of September 30, 2015

Presented by: Geoff Bryant  
Manager, Airport Finance

**November 19, 2015**

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

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



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

# Total Portfolio Summary

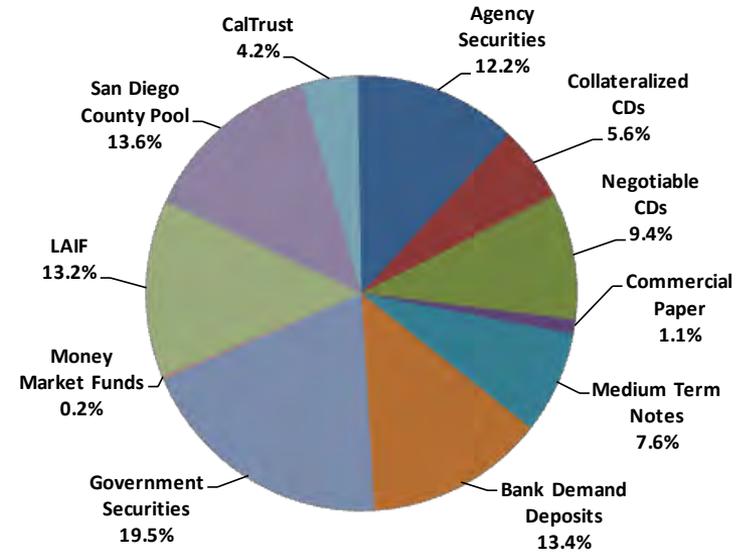
	Current Period	Prior Period	Change From Prior
	September 30, 2015	June 30, 2015	
Book Value (1)	\$360,152,000	\$352,335,000	\$7,817,000
Market Value (1)	\$360,544,000	\$352,545,000	\$7,999,000
Market Value%	100.11%	100.06%	0.05%
Unrealized Gain / (Loss)	\$392,000	\$210,000	\$182,000
Weighted Average Maturity (Days)	327 days	356 days	(29)
Weighted Average Yield as of Period End	0.68%	0.65%	0.03%
Cash Interest Received- Current Month	\$370,000	\$80,000	\$290,000
Cash Interest Received- Quarter-to-Date	\$597,000	\$385,000	\$212,000
Accrued Interest	\$429,000	\$408,000	\$21,000

## Notes:

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

# Portfolio Composition by Security Type

	September 30, 2015		June 30, 2015		Permitted by Policy
	Market Value	Percent of Portfolio	Market Value	Percent of Portfolio	
Agency Securities	\$ 43,899,000	12.2%	\$ 46,899,000	13.3%	100%
Collateralized CDs	20,297,000	5.6%	25,313,000	7.2%	30%
Negotiable CDs	34,000,000	9.4%	34,000,000	9.6%	30%
Commercial Paper	3,989,000	1.1%	4,000,000	1.1%	25%
Medium Term Notes	27,533,000	7.6%	24,630,000	7.0%	15%
Bank Demand Deposits	48,169,000	13.4%	35,928,000	10.3%	100%
Government Securities	70,338,000	19.5%	70,190,000	19.9%	100%
Money Market Funds	688,000	0.2%	104,000	0.0%	20%
LAIF	47,682,000	13.2%	47,654,000	13.5%	\$50 million <sup>(1)</sup>
San Diego County Pool	48,855,000	13.6%	48,752,000	13.8%	\$50 million <sup>(2)</sup>
CalTrust	15,094,000	4.2%	15,075,000	4.3%	\$50 million <sup>(3)</sup>
<b>Total:</b>	<b>\$ 360,544,000</b>	<b>100.0%</b>	<b>\$ 352,545,000</b>	<b>100.0%</b>	

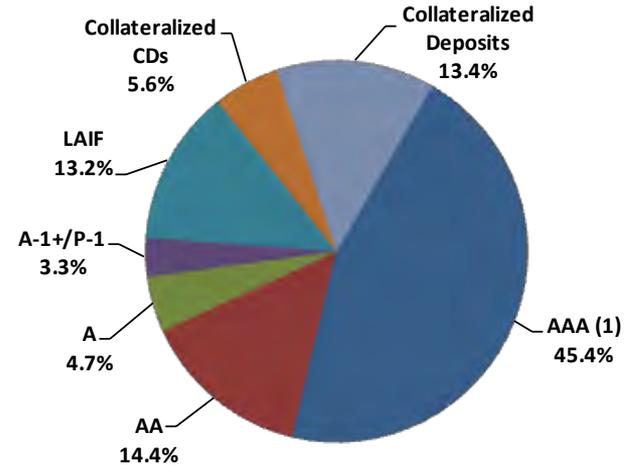


## Notes:

- 1.) The \$50 million limit on LAIF is a non-statutory LAIF internal limit. It does not apply to bond proceeds.
- 2.) The San Diego County Investment Pool mirrors the LAIF internal limit and does not apply to bond proceeds.
- 3.) The CalTrust mirrors the LAIF internal limit and does not apply to bond proceeds.

# Portfolio Composition by Credit Rating

	September 30, 2015		June 30, 2015	
	Market Value	Percent of Portfolio	Market Value	Percent of Portfolio
AAA <sup>(1)</sup>	\$ 163,781,000	45.4%	\$ 165,944,000	47.1%
AA	51,847,000	14.4%	51,877,000	14.7%
A	16,778,000	4.7%	13,828,000	3.9%
A-1+/P-1	11,990,000	3.3%	12,000,000	3.4%
LAIF	47,682,000	13.2%	47,654,000	13.5%
Collateralized CDs	20,297,000	5.6%	25,313,000	7.2%
Collateralized Deposits	48,169,000	13.4%	35,929,000	10.2%
<b>Total:</b>	<b>\$ 360,544,000</b>	<b>100.0%</b>	<b>\$ 352,545,000</b>	<b>100.0%</b>

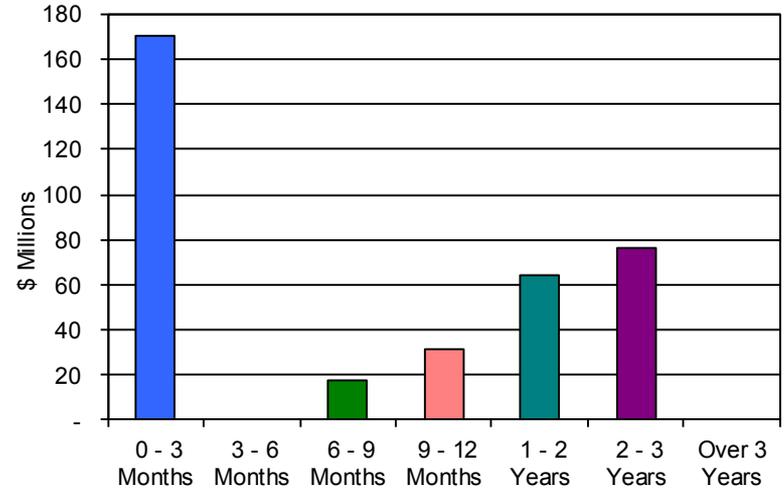


**Notes:**

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

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

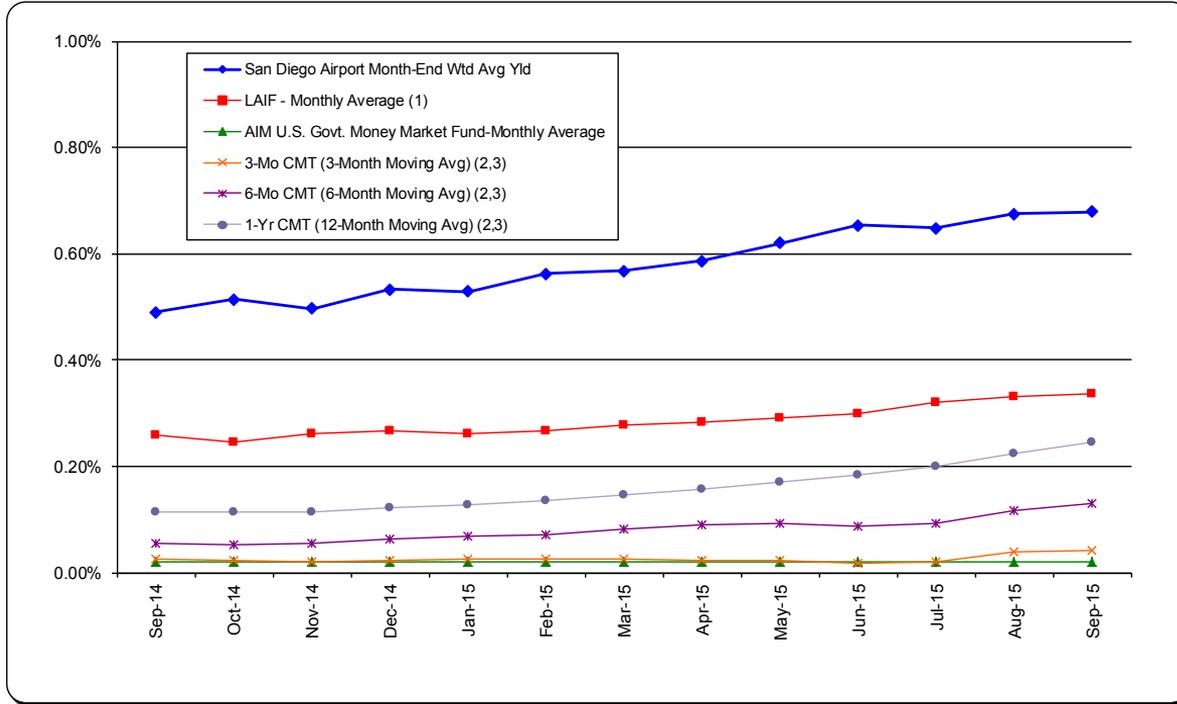
	September 30, 2015		June 30, 2015	
	Market Value	Percent of Portfolio	Market Value	Percent of Portfolio
0 - 3 Months	\$ 170,536,000	47.3%	\$ 170,790,000	48.5%
3 - 6 Months	-	0.0%	10,035,000	2.8%
6 - 9 Months	17,784,000	4.9%	5,015,000	1.4%
9 - 12 Months	31,477,000	8.7%	9,828,000	2.8%
1 - 2 Years	64,487,000	17.9%	71,688,000	20.3%
2 - 3 Years	76,260,000	21.2%	85,189,000	24.2%
Over 3 Years	-	0.0%	-	0.0%
<b>Total:</b>	<b>\$ 360,544,000</b>	<b>100.0%</b>	<b>\$ 352,545,000</b>	<b>100.0%</b>



## Notes:

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

# Benchmark Comparison



**Notes:**

- 1.) Benchmark data for LAIF is the average monthly effective yield.
- 2.) CMT stands for Constant Maturity Treasury. This data is published in Federal Reserve Statistical Release H.15 and represents an average of all actively traded Treasury securities having that time remaining until maturity. This is a standard industry benchmark for Treasury securities.
- 3.) The CMT benchmarks are moving averages. The 3-month CMT is the daily average for the previous 3 months, the 6-month CMT is the daily average for the previous 6 months, and the 1-year CMT is the daily average for the previous 12-months.

# Detail of Security Holdings As of September 30, 2015

Settlement Date	Security Description	Coupon	Maturity Date	Par Value	Purchase Price	Book Value	Market Price	Market Value	Days to Maturity	Yield to Maturity
01/16/13	FHLMC	1.050	01/16/18	3,000,000	99.970	2,999,100	100.04	3,001,170	839	1.056
01/30/13	FNMA	1.030	01/30/18	3,500,000	99.990	3,499,650	100.08	3,502,695	853	1.032
06/13/13	FHLB	0.375	06/24/16	5,000,000	99.023	4,951,150	99.90	4,995,200	268	0.701
10/10/13	FHLMC	0.875	10/14/16	9,000,000	100.180	9,027,400	100.43	9,038,610	380	0.814
12/10/13	FHLB	0.625	12/28/16	5,000,000	99.816	4,990,800	100.21	5,010,550	455	0.438
08/07/14	FHLB	0.500	09/28/16	8,300,000	99.696	8,277,375	100.08	8,306,308	364	0.653
09/08/14	FNMA	1.000	09/27/17	10,000,000	99.722	9,972,200	100.45	10,044,900	728	1.093
<b>Agency Total</b>				<b>43,800,000</b>		<b>43,717,675</b>		<b>43,899,433</b>	<b>522</b>	<b>0.825</b>
07/02/15	East West Bk CD	0.500	07/02/16	10,249,083	100.000	10,249,083	100.00	10,249,083	276	0.600
10/21/14	East West Bk CD	0.500	10/21/15	10,048,003	100.000	10,048,003	100.00	10,048,003	21	0.500
<b>Collateralized CDs Total</b>				<b>20,297,085</b>		<b>20,297,085</b>		<b>20,297,085</b>	<b>150</b>	<b>0.550</b>

# Detail of Security Holdings As of September 30, 2015

Settlement Date	Security Description	Coupon	Maturity Date	Par Value	Purchase Price	Book Value	Market Price	Market Value	Days to Maturity	Yield to Maturity
09/11/14	US Bank CD	1.375	09/11/17	4,000,000	100.000	3,993,560	99.86	3,994,320	712	1.430
02/13/15	HSBC Bank CD	0.880	08/15/16	4,000,000	100.000	4,000,000	100.11	4,004,520	320	0.880
09/29/14	Toronto Dominion CD	0.900	09/29/16	5,000,000	100.000	5,000,000	100.00	5,000,000	365	0.900
04/10/15	CANADIAN IMP CD	1.010	04/06/17	5,000,000	100.000	5,000,000	100.00	5,000,000	554	1.010
04/27/15	RABOBANK CD	1.070	04/21/17	4,000,000	100.000	4,000,000	100.00	4,000,000	569	1.070
05/29/15	NORDEA BK CD	1.150	05/26/17	4,000,000	100.000	4,000,000	100.00	4,000,000	604	1.150
08/11/15	CREDIT SUISSE AG C/D 0.670	0.670	05/06/16	4,000,000	100.000	4,000,000	100.03	4,001,160	219	0.670
08/19/14	Goldman Sachs CD	0.900	08/12/16	4,000,000	100.000	4,000,000	100.00	4,000,000	317	0.900
<b>Negotiable CDs Total</b>				<b>34,000,000</b>		<b>33,993,560</b>		<b>34,000,000</b>	<b>458</b>	<b>0.998</b>
07/15/15	BNP PARIBAS FIN DC/P	0.570	04/08/16	4,000,000	99.576	3,983,027	99.72	3,988,800	191	0.572
<b>Commercial Paper Total</b>				<b>4,000,000</b>		<b>3,983,027</b>		<b>3,988,800</b>	<b>191</b>	<b>0.572</b>
05/12/15	APPLE INC NOTES	1.000	05/03/18	4,000,000	99.121	3,964,840	99.53	3,981,320	946	1.302
01/15/15	BERKSHIRE HATHAWAY	0.553	01/12/18	5,000,000	100.000	5,000,000	99.59	4,979,700	835	0.554
07/18/14	WELLS FARGO CO Notes	3.678	06/15/16	4,700,000	105.559	4,961,273	102.10	4,798,606	259	0.737
07/17/15	GECC MTN	1.625	04/02/18	4,950,000	105.364	4,968,018	100.53	4,975,988	915	1.487
11/19/14	CHEVRON CORP	1.345	11/15/17	5,000,000	100.199	5,009,950	100.35	5,017,350	777	1.345
09/14/15	AMERICAN EXPRESS MTN	1.800	07/31/18	3,000,000	99.759	2,972,818	99.30	2,979,046	1035	1.886
11/01/13	COCA COLA CORP NOTE	0.750	11/01/16	800,000	100.080	799,080	100.06	800,512	398	0.789
<b>Medium Term Notes</b>				<b>27,450,000</b>		<b>27,675,979</b>		<b>27,532,522</b>	<b>760</b>	<b>1.154</b>

# Detail of Security Holdings As of September 30, 2015

Settlement Date	Security Description	Coupon	Maturity Date	Par Value	Purchase Price	Book Value	Market Price	Market Value	Days to Maturity	Yield to Maturity
02/26/15	U.S. Treasury	0.750	02/28/18	10,145,000	99.203	10,050,669	99.93	10,137,696	882	1.015
02/24/14	U.S. Treasury	0.750	01/15/17	3,000,000	100.230	3,006,914	100.38	3,011,370	473	0.669
03/31/14	U.S. Treasury	1.000	03/31/17	6,000,000	100.175	6,013,594	100.73	6,043,740	548	0.940
04/01/15	U.S. Treasury	0.750	03/31/18	16,050,000	99.477	15,965,988	99.86	16,027,049	913	0.927
03/05/14	U.S. Treasury	1.000	08/31/16	4,890,000	101.203	4,948,833	100.56	4,917,335	336	0.512
12/30/14	U.S. Treasury	0.750	12/31/17	6,600,000	98.730	6,528,242	100.04	6,602,772	823	1.182
06/18/14	U.S. Treasury	0.875	01/31/17	5,000,000	100.199	5,009,961	100.52	5,025,900	489	0.798
06/10/15	U.S. Treasury	1.000	05/31/18	15,000,000	99.762	14,964,258	100.37	15,054,900	974	1.082
06/18/14	U.S. Treasury	0.875	06/15/17	3,500,000	99.967	3,488,516	100.49	3,517,010	624	0.987
<b>Government Total</b>				<b>70,185,000</b>		<b>69,976,974</b>		<b>70,337,771</b>	<b>777</b>	<b>0.951</b>
	East West Bank			103,789	100.000	103,789	100.00	103,789	1	0.350
	East West Bank			21,557,574	100.000	21,557,574	100.00	21,557,574	1	0.350
	Wells Fargo Bank			4,054,579	100.000	4,054,579	100.00	4,054,579	1	0.150
	US Bank General Acct			17,401,887	100.000	17,401,887	100.00	17,401,887	1	0.000
	Torrey Pines Bank			5,051,413	100.000	5,051,413	100.00	5,051,413	1	0.400
	<b>Bank Demand Deposits</b>			<b>48,169,241</b>		<b>48,169,241</b>		<b>48,169,241</b>	<b>1</b>	<b>0.212</b>
	DREYFUS GOVT INVEST			688,171	100.000	688,171	100.00	688,171	1	0.000
	<b>Money Market Fund</b>			<b>688,171</b>		<b>688,171</b>		<b>688,171</b>	<b>1</b>	<b>0.000</b>
	Local Agency Invstmnt Fd			47,670,790	100.000	47,670,790	100.02	47,681,874	1	0.337
	San Diego County Inv Pool			48,885,769	100.000	48,885,769	99.94	48,855,032	1	0.580
	CalTrust			15,093,739	100.000	15,093,739	100.00	15,093,739	1	0.540
<b>Grand Total</b>				<b>\$ 360,239,796</b>	<b>100.06</b>	<b>\$ 360,152,011</b>	<b>100.11</b>	<b>\$ 360,543,668</b>	<b>327</b>	<b>0.680</b>

# Portfolio Investment Transactions

## From July 1<sup>st</sup>, 2015 - September 30<sup>th</sup>, 2015

Settle Date	Security Description	Security Type	CUSIP	Coupon	Mature Date	Call Date	Unit Price	Amount
<b>PURCHASES</b>								
07/15/15	BNP PARIBAS FIN DC/P	CP	09659BD80	0.570	04/08/16	--	99.576	\$ 3,983,027
07/17/15	GECC MTN	MTN	36962G6W9	1.625	04/02/18	--	100.364	4,991,479
08/11/15	CREDIT SUISSE CD	Negotiable CD	22549VX73	0.670	05/06/16	--	100.000	4,000,000
09/14/15	AMERICAN EXPRESS MTN	MTN	0258M0DV8	1.800	07/31/18	--	99.759	2,979,374
								<b>\$ 15,953,880</b>
<b>CALLS</b>								
09/21/12	FHLMC	AGCY CALL	3B4G3H52	1.000	09/12/17	09/12/15	99.910	\$ 2,997,270
								<b>\$ 2,997,270</b>
<b>MATURITIES</b>								
01/20/15	BANK OF TOKYO MITS DC/P	CP	06538CUF6	0.310	07/15/15	--	100.000	\$ 3,999,800
08/14/14	Citibank CD	Negotiable CD	17304UYB0	0.371	08/11/15	--	100.000	4,000,000
09/05/14	TorreyPines Bank CD	CD	--	0.500	09/04/15	--	100.000	5,048,106
								<b>\$ 13,047,906</b>
<b>WITHDRAWALS / SALES / TRANSFERS</b>								
07/17/15	GECC MTN	MTN	36962G6Q2	0.874	01/08/16	--	100.267	\$ 5,014,455
								<b>\$ 5,014,455</b>

# Bond Proceeds Summary

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

As of: September 30, 2015

(in thousands)

	Series 2010	Series 2013	Series 2014	Total	Yield	Rating
<b>Project Fund</b>						
LAIF	\$ -	\$ -	\$ 31,226	\$ 31,226	0.34%	N/R
SDCIP	-	38,862	43,700	82,562	0.58%	AAAf
	\$ -	\$ 38,862	\$ 74,926	\$ 113,788		
<b>Capitalized Interest</b>						
SDCIP	\$ -	17	8,289	\$ 8,306	0.58%	AAAf
	\$ -	\$ 17	\$ 8,289	\$ 8,306		
<b>Debt Service Reserve &amp; Coverage Funds</b>						
SDCIP	\$ 30,463	\$ 33,251	\$ 28,651	\$ 92,365	0.58%	AAAf
East West Bank CD	20,812	-	-	20,812	0.75%	N/R
	\$ 51,275	\$ 33,251	\$ 28,651	\$ 113,177		
	\$ 51,275	\$ 72,130	\$ 111,866	\$ 235,271	0.56%	

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

# Bond Proceeds Investment Transactions

## From July 1<sup>st</sup>, 2015 - September 30<sup>th</sup>, 2015

Settle Date	Description	Security Type	CUSIP	Coupon	Mature Date	Call Date	Unit Price	Amount
<b>PURCHASES</b>								
								\$ -
<b>CALLS</b>								
								\$ -
<b>MATURITIES</b>								
								\$ -
<b>DEPOSITS</b>								
								\$ -
<b>WITHDRAWALS / SALES</b>								
7/1/2015	SDCIP (2013 CAPI)	SDCIP		0.52			1.000	\$ 204,005
7/1/2015	SDCIP (2014 CAPI)	SDCIP		0.52			1.000	8,170,605
7/7/2015	SDCIP (2014 Bonds)	SDCIP		0.52			1.000	11,935,887
7/16/2015	SDCIP (2013 Bonds)	SDCIP		0.52			1.000	4,045,211
7/23/2015	LAIF (2014 Bonds)	LAIF		0.32			1.000	10,122,299
8/24/2015	LAIF (2014 Bonds)	LAIF		0.33			1.000	9,313,628
								\$ 43,791,635



Questions ?



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

**Item No.**

**8**

Meeting Date: **NOVEMBER 19, 2015**

**Subject:**

**Award and Authorize the President/CEO to Execute a Contract with Legge Lewis Legge, LLC to Design Integrated Artwork for Palm Street Park**

**Recommendation:**

Adopt Resolution No. 2015-0118, awarding and authorizing the President/CEO to execute a Public Artwork Opportunity contract to Legge Lewis Legge, LLC to design integrated artwork for Palm Street Park in an amount not to exceed \$500,000.

**Background/Justification:**

Authority Policy 8.50 provides that two percent of construction costs of eligible projects be allocated for public art. Eligible projects include terminals, landside and other specified construction. A separate Airport Art Program Fund was established to pool funds allocated from all eligible projects.

An established process is followed for each public art opportunity in accordance with Authority Policy 8.50. Artist Selection Panels established by the Airport Art Advisory Committee review and recommend an artist or artist team for each public art opportunity. Artist Selection Panel members may include Authority Board members, local and national artists, design professionals, and representatives of the business community. Special attention is given to ensuring disciplinary, institutional and cultural diversity.

In collaboration with the Airport Planning & Noise Mitigation and Facilities Development Departments, the Airport Art Program has been presented with an opportunity to facilitate a new public art opportunity. The requested opportunity is for one artist or artist team to create a public art project for Palm Street Park. The park is reflective of the airport's commitment to providing accessibility to and from the airport campus via transportation. Transit users of the Middletown light rail station at Palm Street will be guided to walk through the park to access a complimentary shuttle to airport terminals. The recommended artists will collaborate with the Palm Street Park design team members to implement their project at the site.

**Solicitation Process:**

On June 22, 2015, the Authority issued a Request for Qualifications (RFQ) for the Palm Street Park public art opportunity. A notice of the business opportunity was published in the *Daily Transcript*, and on the Authority's Website. Public Notices were sent to 900 potential respondents. A pre-submittal meeting was held on July 7, 2015, and attended by 2 artists. A total of fifty-one (51) submissions were received on July 31, 2015, and forty-five (45) submissions were found to be responsive.

The Artist Selection Panel consisted of the following art and design professionals: Elan Buchen, Project Coordinator, Atlanta Beltline, Inc.; Lauren Buscemi, Independent Arts Writer; Franka Diehnelt, Partner, Merge Conceptual Design; Vernon Franck, Commissioner, City of San Diego Commission for Arts & Culture; and Glen Schmidt, President, Schmidt Design Group. The five highest scoring respondents were invited to interview on September 3, 2015. These respondents were artist teams Legge Lewis Legge, LLC and Harrie Heder; and individual artists Walter Hood; Anne Mudge; and Jody Pinto. The Artists were asked to respond to a specific list of questions, presented by the Panel, which related to the evaluation criteria presented in the RFQ. A summary of the Panelists' evaluation scores and final recommendation are presented below:

<b>Firms</b>	<b>Panelist 1</b>	<b>Panelist 2</b>	<b>Panelist 3</b>	<b>Panelist 4</b>	<b>Panelist 5</b>	<b>Total</b>	<b>Final Rank</b>
Harries Heder	5	5	4	2	3	19	3
Walter Hood	2	2	1	3	2	10	2
Legge Lewis Legge	1	1	2	1	1	6	1
Anne Mudge	3	3	5	5	4	20	4
Jody Pinto	4	4	3	4	5	20	4

<b>Combined Scores</b>	<b>SB Preference</b>	<b>Originality, creativity, and consistency of past work</b>	<b>Ability to communicate effectively</b>	<b>Interest in and comprehension of project</b>	<b>Quality and technical competence, Materials/Scale</b>	<b>Total</b>
Harries Heder	0	960	435	350	800	2545
Walter Hood	250	1290	675	390	1075	3680
Legge Lewis Legge	0	1500	720	500	1225	3945
Anne Mudge	0	630	330	250	525	1735
Jody Pinto	0	660	315	260	600	1835

Legge Lewis Legge is an Austin and New York-based artist team led by Murray Legge, Deborah Lewis, and Andrea Legge. Their interdisciplinary studio focuses on public art and architecture, with a particular emphasis on projects that address contemporary urban space. The panel was impressed with Legge Lewis Legge's playful aesthetic, their immersive approach to community engagement, and their comprehension and articulation of the unique opportunities and challenges of the site. The panel also commended the team's consideration of how their work is experienced by diverse audiences and from varying perspectives. The panel resolved that they were the most qualified team and highly recommended for this project.

**Fiscal Impact:**

Adequate funds for the public art opportunity with Legge Lewis Legge, LLC are included within the Board approved FY2016-FY2020 Capital Program Budget in Project No. 104203, Palm Street Park — Public Art. Source of funding for this project is Authority cash.

**Authority Strategies:**

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

Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

A. CEQA: This 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:****B. Use of Policy 5.12:**

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

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

In accordance to Policy 5.12, the recommended firm Legge Lewis Legge, LLC did not receive the small business preference.

**Prepared by:**

LAUREN LOCKHART  
ART PROGRAM MANAGER

RESOLUTION NO. 2015-0118

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AWARDDING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A PUBLIC ARTWORK OPPORTUNITY CONTRACT TO LEGGE LEWIS LEGGE, LLC TO DESIGN INTEGRATED ARTWORK FOR PALM STREET PARK IN AN AMOUNT NOT TO EXCEED \$500,000

WHEREAS, the Airport Art Master Plan calls for artwork to be specific and integrated into the Airport; and

WHEREAS, Authority Policy 8.50 provides that 2% of construction costs of eligible projects be allocated for public art, which includes terminals, landside and other specified construction; and

WHEREAS, on June 22, 2015, the Authority issued a Request for Qualifications for the Palm Street Park public art opportunity; and

WHEREAS, fifty-one submissions were received and the artist selection panel, established by the Art Advisory Committee comprised of art and design professionals, reviewed the forty-five submissions deemed responsive; and

WHEREAS, the evaluation panel for the Palm Street Park public art opportunity recommended that Legge Lewis Legge, LLC be awarded an agreement to design, produce and install public art; and

WHEREAS, the Art Advisory Committee voted in favor of forwarding the Panel's recommendation to the Board for approval.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards and authorizes the President/CEO to execute a Public Artwork Opportunity contract to Legge Lewis Legge, LLC to design integrated artwork for Palm Street Park in an amount not to exceed \$500,000; 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 November, 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.  
9**

Meeting Date: **NOVEMBER 19, 2015**

---

**Subject:**

**Approve and Authorize an Increase in the President/CEO's Change Order Authority for Reconfigure Security Checkpoint 2/Refurbish Terminal 1 Rotunda and Baggage Claim Area at San Diego International Airport**

**Recommendation:**

Adopt Resolution No. 2015-0119, approving and authorizing an increase in the President/CEO's change order authority from \$229,777.38 to an amount not to exceed \$500,586.49, for Project No. 104179, Reconfigure Security Checkpoint 2/Refurbish Terminal 1 Rotunda and Baggage Claim Area at San Diego International Airport.

**Background/Justification:**

On July 7, 2014, the San Diego Regional Airport Authority ("Authority") Board ("Board") awarded a contract to Hearne Corporation in the amount of \$3,829,623 for Reconfigure Security Checkpoint 2/Refurbish Terminal 1 Rotundas & Baggage Claim Area [Resolution 2014-0069] (Attachment A).

As the construction was progressing, construction modifications for additional operational and customer enhancements were requested by TSA and the Terminal Operations Department. These changes were interrelated with the ongoing construction, and the modifications had to be part of this project. These modifications were much more cost effective to be implemented as part of this project. Also, it minimized any future operational impact by implementing the changes during the ongoing construction. The changes are as follows:

**Pre-Security and Post Security Checkpoint 2 Additional Work:**

- Modified the electrical requirements on the sterile side of Security Checkpoint 2 to accommodate the relocation of the TSA equipment; extended and shifted ceiling soffit west at the sterile side of Security Checkpoint 2 to accommodate TSA/ AIT machine. These modifications enable TSA to have the flexibility to manage their equipment in response to customer demand. Changed stainless steel wainscot height throughout walls of Security Checkpoint 2 from 48" to 32" to match the existing height of the mullions; provided stainless steel wainscot 32" high at new exit lane; relocated one (1) existing FIDS bank and provided utility infrastructure and a new shroud to accommodate the relocated FIDS bank just west of Southwest ticket counter; constructed soffit to transition ceiling heights at the Security Checkpoint 2 queuing area; finished existing columns and added stainless steel wainscot at relocated security gate

Mother's Room additional work:

- Installed two (2) speed braces for the sink within the Mother's Room for additional support; furnished and installed additional utility hooks 48" high above finish floor per ADA requirements

Baggage Claim additional work:

- Installed carpet and base at Oversized Baggage Storage Area; eliminated transition tiles between the ticket lobby and baggage claim area to create a seamless transition; changed the color of the Baggage Claim Bulkhead to match existing paint conditions throughout the Airport; removed grout bed and delaminated terrazzo at Baggage Claim Perimeter area and provided new grout bed for new finishes; furnished and installed additional caulking material for terrazzo tile at baggage claim area and Terminal One (T1) West Rotunda

Terminal 1 East and Terminal 1 West additional work:

- Constructed an alcove for a drinking fountain at T1 West Rotunda; infilled existing floor penetrations at T1 West Rotunda under existing FIDS bank; removed and replaced existing carpet at T1 West Rotunda at Gate 11 hold room with terrazzo tile; floated popcorn ceiling at T1 West Rotunda at the throat and skylight area to update the appearance with the rest of the upgrades within the rotunda; installed approximately 200 sq. ft. of black granite tiles between the interior terrazzo tile radius and concession spaces at T 1 West Rotunda; furnished and installed light cans at T1 East and T1 West Rotundas; installed stair visual warning strips at T1 West Rotunda; provided and installed full length stainless steel angles underneath the charging stations to cover cables and electrical boxes at T1 East charging stations; repaired, patched, and painted skylight ceiling areas due to light fixture installation to match existing ceiling conditions at T1 West Rotunda

Changes to the original scope of work resulted in a construction cost increase of approximately \$464,268.

Terminal 1 was originally constructed in the early 1960's and is currently in excess of 50 years of age. Deterioration of surface and subsurface materials for this building are not uncommon. During the course of demolition, the contractor encountered differing site conditions which when encountered required implementation of the following corrective measures:

- Additional grinding and infill of floors for installation of new floor tiles: Upon removal of the existing carpet material at T 1 West Rotunda the contractor informed the project team that the existing concrete substrate had a number of high and low spots that prohibited the contractor from obtaining the proper tile warranty. In order for the contractor to achieve an acceptable substrate, these spots needed to be either ground down or filled in to achieve a level surface suitable for the terrazzo tile installation

- Construction of sloped ramps at door transitions:  
Following removal of carpeted flooring at the threshold for both the east and west post security pop-outs at Checkpoint 2, a two-inch plus gap discrepancy between the flooring and the newly installed security doors was discovered. Construction of sloped ramps at each location was introduced to correct the gap deficiency
- Installing lockable access panels:  
Following removal of a portion of the ceilings at Checkpoint 2 and T2 West Rotunda, additional lockable access panels were required to access the electrical/data junction boxes discovered above the ceiling during demolition operations
- Modifications to the existing columns to support weight of the relocated security gate:  
In order to support the weight of the existing relocated security gate, contractor had to reinforce the existing columns and encountered difficulties owing to uneven slab, conflicting overhead utilities, and location of infilled ceiling waffle slabs
- Conceal 3-inch conduit:  
Following removal of portion of the storage wall for the new exit lane corridor, Contractor uncovered a concealed existing 3-inch electrical conduit that was directly in the path of our new store front window. Conduit was furred out and window moved east

Contract changes as a result of unknown and differing site conditions resulted in a construction cost increase of approximately \$36,318.49

Authority Policy 5.02(4)(b)(ii) requires Board approval for change orders in excess of 6% of the original contract amount on contracts awarded for more than \$1 million but less than \$5 million, which in this case is \$229,777.38. Therefore, staff is requesting that for the Hearn Corporation contract, Policy 5.02(4)(b)(ii) be waived and the maximum change order authorization limit for the President/CEO be increased from \$229,777.38 to an amount not to exceed \$500,586.49

**Fiscal Impact:**

Adequate funds for the contract are included within the Board approved FY2016-FY2020 Capital Program Budget in Project No. 104179, Reconfigure Security Checkpoint 2/Refurbish Terminal 1 Rotundas & Baggage Claim Area. Sources of funding for this project is Revenue Bonds.

**Authority Strategies:**

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

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

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

**Application of Inclusionary Policies:**

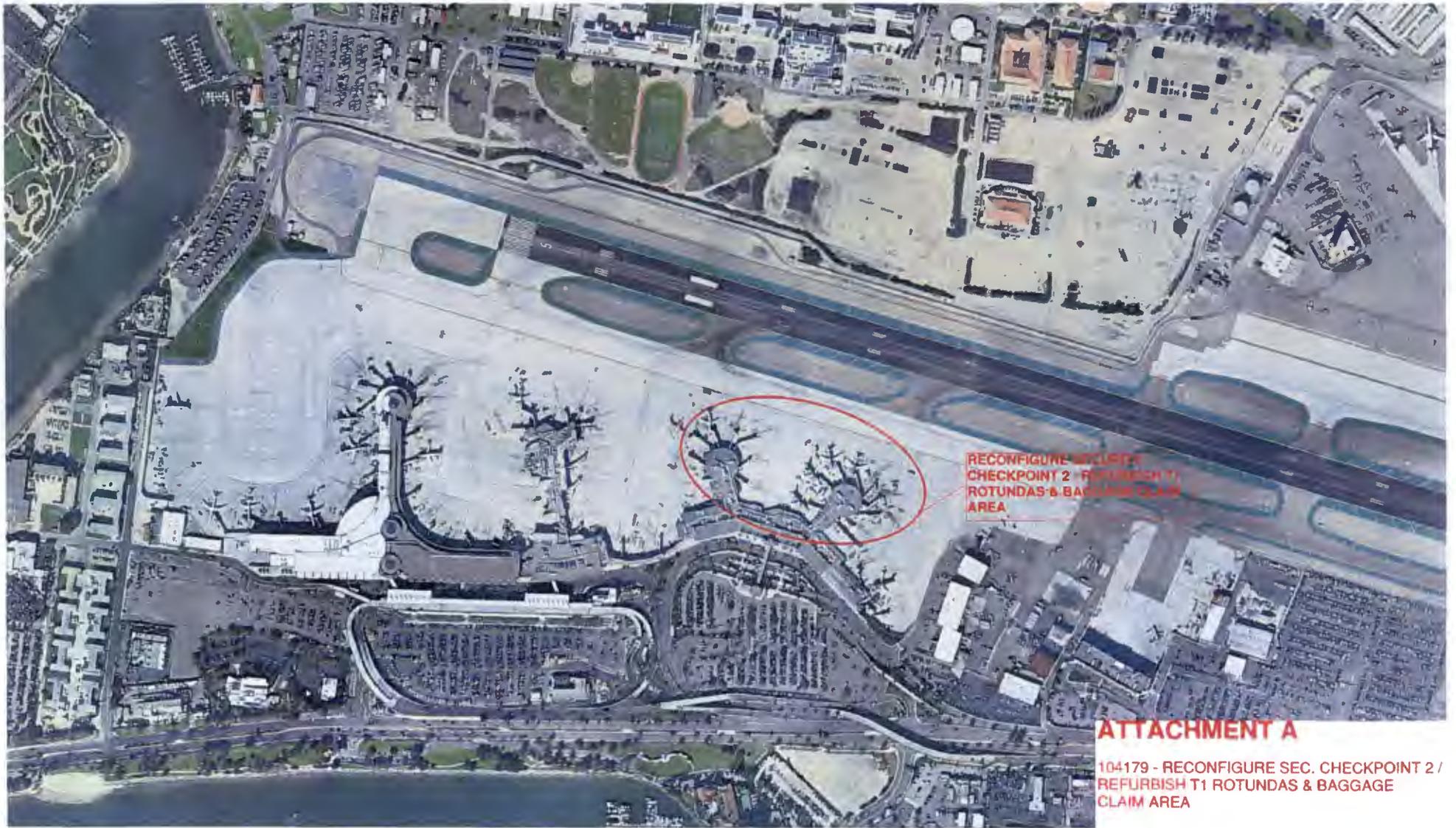
The Authority has the following inclusionary programs/ policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service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

This contract does not utilize federal funds and provides opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.14 was applied. Policy 5.14 establishes separate goals for the participation of: (1) small businesses; (2) local businesses; and, (3) service disabled veteran owned small businesses (SDVOSB). The local business participation goal can only be applied when the overall local business participation of all Authority contracts at the time of solicitation is less than 60%. The maximum preference applied under Policy 5.14 is seven percent (7%): three percent (3%) for small business participation; two percent (2%) for local business participation; and, two percent (2%) for SDVOSB participation. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$100,000. The preference is only applied in measuring the bid. The final contract award is based on the amount of the original bid. When bid price is not the primary selection criteria, the preference is only applied to determine which proposers are interviewed for final consideration. Per Policy 5.14, the preference is not applied in the final selection.

In accordance with Policy 5.14, Hearne Corporation, a certified small business partially met the SBE goal of 35% with 43% certified small business participation for 3% certified small business preference and did not meet the SDVOSB goal of 3% for a 0% SDVOSB participation preference. At the time of this solicitation it was determined that the Authority's overall local business participation exceeded 60% therefore no preference was applied for local business participation.

**Prepared by:**

IRAJ GHAEMI  
DIRECTOR, FACILITIES DEVELOPMENT



RECONFIGURE SECURITY  
CHECKPOINT 2 - REFURBISH T1  
ROTUNDAS & BAGGAGE CLAIM  
AREA

**ATTACHMENT A**

104179 - RECONFIGURE SEC. CHECKPOINT 2 /  
REFURBISH T1 ROTUNDAS & BAGGAGE  
CLAIM AREA

## RESOLUTION NO. 2015-0119

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING AN INCREASE IN THE PRESIDENT/CEO'S CHANGE ORDER AUTHORITY FROM \$229,777.38 TO AN AMOUNT NOT TO EXCEED \$500,586.49, FOR PROJECT NO. 104179, RECONFIGURE SECURITY CHECKPOINT 2 / REFURBISH TERMINAL 1 ROTUNDA AND BAGGAGE CLAIM AREA AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, on July 7, 2014, the San Diego Regional Airport Authority ("Authority") Board ("Board") awarded a contract to Hearne Corporation in the amount of \$3,829,623 for Reconfigure Security Checkpoint 2 / Refurbish Terminal 1 Rotundas & Baggage Claim Area [Resolution 2014-0069]; and

WHEREAS, as construction was progressing, modifications for additional operational and customer enhancements were requested by TSA and the Terminal Operations Department; and

WHEREAS, these changes were interrelated with the ongoing construction, and the modifications were much more cost effective to be implemented as part of this project and minimized any future operational impact by implementing the changes during the ongoing construction; and

WHEREAS, the original scope of work was updated to include, modified electrical requirements, additional work within the Mother's Room per ADA requirements, additional work in the Baggage Claim and Terminal 1 East and West including a new alcove, modifications to the carpet and terrazzo tile flooring, additional lighting and skylight repairs, and replacement of column covers in the exit lane; and

WHEREAS, changes to the original scope of work resulted in a construction cost increase of approximately \$464,268; and

WHEREAS, during the course of demolition, the contractor encountered differing site conditions requiring additional scope such as, grinding and infill of floors for installation of new floor tiles, construction of sloped ramps at door transitions, installing lockable access panels to access the electrical/data junction boxes, modifications to the existing columns to support weight of the relocated security gate, and mitigation of roof leakage after the roof abatement; and

WHEREAS, these incidental field construction changes and differing site conditions resulted in a construction costs increase of approximately \$36,318.49; and

WHEREAS, Authority Policy 5.02(4)(b)(ii) requires Board approval for change orders in excess of 6% of the original contract amount on contracts awarded for more than \$1 million but less than \$5 million, which in this case is \$229,777.38. Therefore, staff is requesting that for the Hearne Corporation contract, Policy 5.02(4)(b)(ii) be waived and the maximum change order authorization limit for the President/CEO be increased from \$229,777.38 to an amount not to exceed \$500,586.49; and

WHEREAS, the Board believes it is in the best interest of the Authority, and the public that it serves, to waive Policy 5.02(4)(b)(ii) in this instance and authorize the President/CEO to approve change orders in an amount not to exceed \$500,586.49.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes an increase in the President/CEO's change order authority from \$229,777.38 to an amount not to exceed \$500,586.49.14 for Project No. 104179, Reconfigure Security Checkpoint 2 / Refurbish Terminal 1 Rotunda & Baggage Claim Area at San Diego International Airport; and

BE IT FURTHER RESOLVED that the Board waives Policy 5.02(4)(b)(ii) as to the increase in the cost of this project; and

BE IT FURTHER RESOLVED that the Board that finds 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, Pub. Res. Code. (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 November, 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



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

Item No.  
**10**

Meeting Date: **NOVEMBER 19, 2015**

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**Subject:**

**Authorize the President/CEO to Negotiate and Execute an Agreement with Paul, Plevin, Sullivan & Connaughton LLP for Labor and Employment Legal Services**

**Recommendation:**

Adoption Resolution No. 2015-0120, authorizing the President/CEO to negotiate and execute an agreement with Paul, Plevin, Sullivan & Connaughton LLP for labor and employment legal services for a term of three years with two one-year options to renew for an amount not-to-exceed \$500,000.

**Background/Justification:**

On June 16, 2015, the Authority released a Request for Proposals ("RFP") to obtain the legal services of one or more qualified law firms to assist the General Counsel with regard to labor and employment legal services. Responses to the RFP were due on July 16, 2015.

Eleven law firms submitted timely proposals in response to the RFP. They were:

- Atkinson, Andelson, Loya, Ruud & Romo
- Best Best & Krieger
- Brown Law Group
- Burke Williams & Sorenson LLP
- Fisher & Phillips
- Liebert Cassidy Whitmore
- Manning & Kass, Ellrod, Ramirez, Trester LLP
- Meyers Nave
- Paul, Plevin, Sullivan & Connaughton LLP
- Renne Sloan Holtzman Sakai LLP
- Richards, Watson & Gershon

An evaluation panel comprised of four attorneys from the Office of the General Counsel reviewed the proposals submitted and ranked the proposals. The matrix below represents the evaluation panel's shortlisted rankings:

<b>Shortlist Rankings</b>	<b>Panelist 1</b>	<b>Panelist 2</b>	<b>Panelist 3</b>	<b>Panelist 4</b>	<b>Total</b>	<b>Rank</b>
Atkinson, Andelson, Loya, Ruud & Romo	4	4	5	8	21	6
Best Best & Krieger LLP	7	8	8	8	31	9
Brown Law Group	5	7	10	6	28	7
Burke, Williams & Sorensen, LLP	7	4	4	5	20	4
Fisher & Phillips	7	11	11	11	40	11
Liebert Cassidy Whitmore	2	2	2	2	8	2
Manning & Kass, Ellrod, Ramirez, Trester LLP	2	2	2	2	8	2
Meyers Nave	7	8	8	8	31	9
Paul, Plevin, Sullivan & Connaughton LLP	1	1	1	1	4	1
Renne Sloan Holtzman Sakai LLP	5	10	7	6	28	7
Richards, Watson & Gershon	7	4	5	4	20	4

<b>Combined Scores</b>	<b>SB Preference</b>	<b>Attachment G</b>	<b>Total</b>
Atkinson, Andelson, Loya, Ruud & Romo	0	2500	2500
Best Best & Krieger LLP	0	2100	2100
Brown Law Group	200	2000	2200
Burke, Williams & Sorensen, LLP	0	2800	2800
Fisher & Phillips	0	1700	1700
Liebert Cassidy Whitmore	0	3500	3500
Manning & Kass, Ellrod, Ramirez, Trester LLP	0	3500	3500
Meyers Nave	0	2100	2100
Paul, Plevin, Sullivan & Connaughton LLP	0	3900	3900
Renne Sloan Holtzman Sakai LLP	200	2000	2200
Richards, Watson & Gershon	0	2700	2700

The following 3 highest ranked firms were invited to interview the week of November 2, 2015:

- Liebert Cassidy Whitmore
- Manning & Kass, Ellrod, Ramirez, Trester LLP
- Paul, Plevin, Sullivan & Connaughton LLP

The law firms were asked to provide responses to a specific list of questions, prepared by the evaluation panel, which targeted the evaluation criteria presented in the RFP. At the conclusion of the interviews, the evaluation panel scored the firms and concluded that the best and most responsive proposer was Paul, Plevin, Sullivan & Connaughton LLP. The panelist's final rankings are presented below:

<b>Firms</b>	<b>Panelist 1</b>	<b>Panelist 2</b>	<b>Panelist 3</b>	<b>Panelist 4</b>	<b>Total</b>	<b>Rank</b>
Liebert Cassidy Whitmore	2	2	2	2	8	2
Manning & Kass, Ellrod, Ramirez, Trester LLP	3	3	3	3	12	3
Paul, Plevin, Sullivan & Connaughton LLP	1	1	1	1	4	1

Combined Scores	SB			Total
	Preference	Attachment G	Interview	
Liebert Cassidy Whitmore	0	1320	2040	3360
Manning & Kass, Ellrod, Ramirez, Trester LLP	0	1080	1380	2460
Paul, Plevin, Sullivan & Connaughton LLP	0	1520	2400	3920

The General Counsel recommends a new legal services agreement for labor and employment counsel be awarded by the Board to Paul, Plevin, Sullivan & Connaughton LLP. It is requested that the Board authorize the President/CEO to execute an agreement upon approval as to legal form by the General Counsel.

Paul, Plevin, Sullivan & Connaughton LLP was formed in 1998 by four partners who specialize in labor and employment law and litigation. Now with 26 lawyers devoted to defending and advising employers, Paul, Plevin is recognized as one of California's top management-side labor and employment law firms. The lawyers at Paul Plevin represent employers in discrimination, harassment, wrongful termination, trade secret, union-management, and other employment-related matters throughout California and, increasingly, nationwide. The firm has a robust practice representing employers in class and representative actions as well. The firm's commitment to excellence has been recognized by its clients and peers, including six straight years as the only San Diego law firm with across the board first tier rankings from U.S. News and World Report and Best Lawyers, as well as being designated a "Go To" firm in Fortune's annual survey of Fortune 500 legal departments. At least one Paul, Plevin partner has also been named as Best Lawyers' San Diego's "Lawyer of the Year" in a labor and employment category every year since the inception of that list. Paul Plevin has effectively served as the Authority's outside counsel for labor and employment legal issues since 2006.

### **Fiscal Impact:**

Adequate funding for this agreement is included in the adopted FY2016 and conceptually approved FY 2017 Operating Expense Budgets within the Contractual Services line item.

### **Authority Strategies:**

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

- Community Strategy   
 Customer Strategy   
 Employee Strategy   
 Financial Strategy   
 Operations Strategy

**Environmental Review:**

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

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

**Application of Inclusionary Policies:**

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

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

In accordance with Policy 5.12 the recommended firm did not receive a small business preference.

**Prepared by:**

BRETON K. LOBNER  
GENERAL COUNSEL

RESOLUTION NO. 2015-0120

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH PAUL, PLEVIN, SULLIVAN & CONNAUGHTON LLP FOR LABOR AND EMPLOYMENT LEGAL SERVICES FOR A TERM OF THREE YEARS WITH TWO ONE-YEAR OPTIONS TO RENEW FOR AN AMOUNT NOT-TO-EXCEED OF \$500,000

WHEREAS, the Authority has a continuing need for professional legal services in matters pertaining to labor and employment law; and

WHEREAS, on June 16, 2015, the Authority released a Request for Proposals ("RFP") to obtain legal services of one or more qualified law firms to assist the General Counsel with regard to labor and employment legal services; and

WHEREAS, the RFP specified that the Authority intended to enter into an agreement with one or more law firms where said agreement would have a term of three years with two one-year options renewable at the discretion of the President/CEO and the General Counsel; and

WHEREAS, the Authority received eleven proposals in response to the RFP; and

WHEREAS, the Authority's evaluation panel, after reviewing the proposals ranked the eleven firms and invited the three highest ranked firms for an interview; and

WHEREAS, after interviewing the three highest ranked law firms, the evaluation panel recommends awarding an agreement to Paul, Plevin, Sullivan & Connaughton LLP; and

WHEREAS, the Board finds that awarding an agreement to Paul, Plevin, Sullivan & Connaughton is in the best interest of the Authority.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes the President/CEO to negotiate and execute an agreement with Paul, Plevin, Sullivan & Connaughton LLP for labor and employment legal services for a term of three years with two one-year options to renew at the discretion of the President/CEO and the General Counsel, for an amount not-to-exceed of \$500,000; and

BE IT FURTHER RESOLVED by the Board that it 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 November, 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



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

**Item No.  
11**

Meeting Date: **NOVEMBER 19, 2015**

**Subject:**

**Authorize the President/CEO to Consent to a Deli Space Lease Agreement between Landmark Aviation GSO-SAN, LLC and INJAI Corporation dba Stevie's Catering Within Landmark Aviation's Premises**

**Recommendation:**

Adopt Resolution No. 2015-0121, authorizing the President/CEO to negotiate and consent to a Deli Space Lease Agreement between Landmark Aviation GSO-SAN, LLC and INJAI Corporation dba Stevie's Catering within Landmark Aviation's Premises.

**Background/Justification:**

On February 9, 2012, the Board adopted Resolution 2012-0019 granting a 37-year lease ("Master Lease") to Landmark Aviation GSO-SAN, LLC ("Landmark Aviation") to develop a full-service, corporate and general aviation Fixed Base Operator facility on the north side of San Diego International Airport. The Master Lease covers approximately 12.4 acres of land upon which Landmark Aviation designed, financed, and constructed a \$39 million LEED Platinum certified facility. Landmark Aviation opened its new facility on August 1, 2014.

Landmark Aviation negotiated a Deli Space Lease Agreement ("Lease Agreement") with INJAI Corporation dba Stevie's Catering for 1,838 square feet of space at Landmark Aviation's main building. The Lease Agreement is a sublease to the Master Lease. Stevie's Catering provides catering and related food service operations for general aviation customers. The term of Lease Agreement is four years and automatically renews for two subsequent 2-years terms, resulting in a potential eight-year term Lease Agreement.

In accordance with San Diego County Regional Airport Authority ("Authority") Leasing Policy, Section 6.01, the Authority's President/CEO shall bring all proposed subleases exceeding five years in duration to the Board for its prior consent.

**Fiscal Impact:**

The proposed Consent to Assignment does not provide for monetary consideration to be paid to or by the Authority. Therefore, no direct fiscal impact is expected.

**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:**

SUSAN C. DIEKMAN  
REAL ESTATE MANAGER

RESOLUTION NO. 2015-0121

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND CONSENT TO A DELI SPACE LEASE AGREEMENT BETWEEN LANDMARK AVIATION GSO-SAN, LLC AND INJAI CORPORATION DBA STEVIE'S CATERING WITHIN LANDMARK AVIATION'S PREMISES

WHEREAS, the Board granted a 37-year lease ("Master Lease") to Landmark Aviation GSO-SAN, LLC ("Landmark Aviation") to develop a full-service, corporate and general aviation Fixed Base Operator facility on the north side of the San Diego International Airport ; and

WHEREAS, Landmark Aviation opened its new facility on August 1, 2014; and

WHEREAS, Landmark Aviation negotiated a Deli Space Lease Agreement ("Lease Agreement") with INJAI Corporation dba Stevie's Catering for 1,838 square feet of space; and

WHEREAS, the Lease Agreement is a sublease to the Master Lease; and

WHEREAS, the term of the Lease Agreement is four years and automatically renews for two subsequent 2-year terms; and

WHEREAS, in accordance with Leasing Policy, Section 6.01, the President/CEO shall bring all proposed subleases exceeding five years in duration to the Board for its prior consent.

NOW, THEREFORE, BE IT RESOLVED that the Board authorizes the President/CEO to negotiate and consent to a Deli Space Lease Agreement between Landmark Aviation GSO-SAN, LLC and INJAI Corporation dba Stevie's Catering within Landmark Aviation's Premises; and

BE IT FURTHER RESOLVED by the Board that it 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 November, 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



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

Item No.  
**12**

Meeting Date: **NOVEMBER 19, 2015**

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**Subject:**

**Award a Contract to Hazard Construction Company, for Construct Taxi Hold Lot at San Diego International Airport**

**Recommendation:**

Adopt Resolution No. 2015-0122, awarding a contract to Hazard Construction Company in an amount of \$3,083,417 for Project No. 104190, Construct Taxi Hold Lot at San Diego International Airport.

**Background/Justification:**

This project is a San Diego County Regional Airport Authority ("Authority") Board ("Board") approved project in the FY2016 Capital Improvement Program ("CIP").

This project will construct a new 3.85 acre staging lot to accommodate 183 taxi and 46 Shared Ride Van parking positions in the area directly adjacent to the new Rental Car Center (RCC) Bus Parking Facility, located on the former Teledyne Ryan site, just north of N. Harbor Drive (Attachment A). The new Taxi Hold Lot is necessary to replace the existing taxi hold lot situated at the southeast corner of the intersection of N. Harbor Drive and Harbor Island Drive, which is the Unified Port of San Diego ("Port") property, and is no longer sufficient to serve the operational needs of the Airport. Also, relocation of the taxi hold lot to the former Teledyne Ryan site will improve traffic circulation by reducing the number of potential vehicle conflicts at signalized intersections crossing North Harbor Drive. The new staging lot will be constructed on Airport property with direct access to the Terminal Link Road, and will enable the Authority to be released from its lease obligation with the Port which will result in a savings of approximately \$85,000 a year.

This project will include demolition, grading, paving, drainage structures, pavement marking, fencing, access control systems, lighting, security systems, landscaping, incidental items of work and an automated dispatch system to provide efficient operation of the hold lot.

This contract was advertised on September 9, 2015, and sealed bids were opened on October 8, 2015. The following bids were received: (Attachment B)

Company	Total Bid
Wier Construction Corporation	\$3,057,183.96
Hazard Construction Company	\$3,083,417.00
Palm Engineering Construction Company, Inc.	\$3,160,684.00
West Coast General Corporation	\$3,599,349.26
Granite Construction Company	\$3,618,030.00

The Engineer's estimate is \$3,215,560.

The requirements of Authority Policy 5.14 ("Policy"), small business, local business and service disabled veteran owned small business goal and preference program, were applied to this bid solicitation and the Policy was used to determine the lowest responsible bidder.

Wier Construction Corporation, the apparent low bidder, submitted a bid in the amount of \$3,057,183.96. However, Hazard Construction Company, the second lowest bidder, with a bid of \$3,083,417 received 5 points for achieving the small business owned goal. Therefore, under Policy 5.14, Hazard Construction Company's bid amount was reduced by \$152,859.20 to be \$2,930,557.80 and was the lowest bidder per the bid specifications.

The low bid of \$3,083,417, is responsive, and Hazard Construction Company is considered responsible. Staff recommends award to Hazard Construction Company, in the amount of \$3,083,417.

### **Fiscal Impact:**

Adequate funds for Construct Taxi Hold Lot are included within the Board approved FY2016-FY2020 Capital Program Budget in Project No. 104190. Source of funding for this project will be Airport Cash.

### **Authority Strategies:**

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

- Community Strategy
  Customer Strategy
  Employee Strategy
  Financial Strategy
  Operations Strategy

**Environmental Review:**

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

**Application of Inclusionary Policies:**

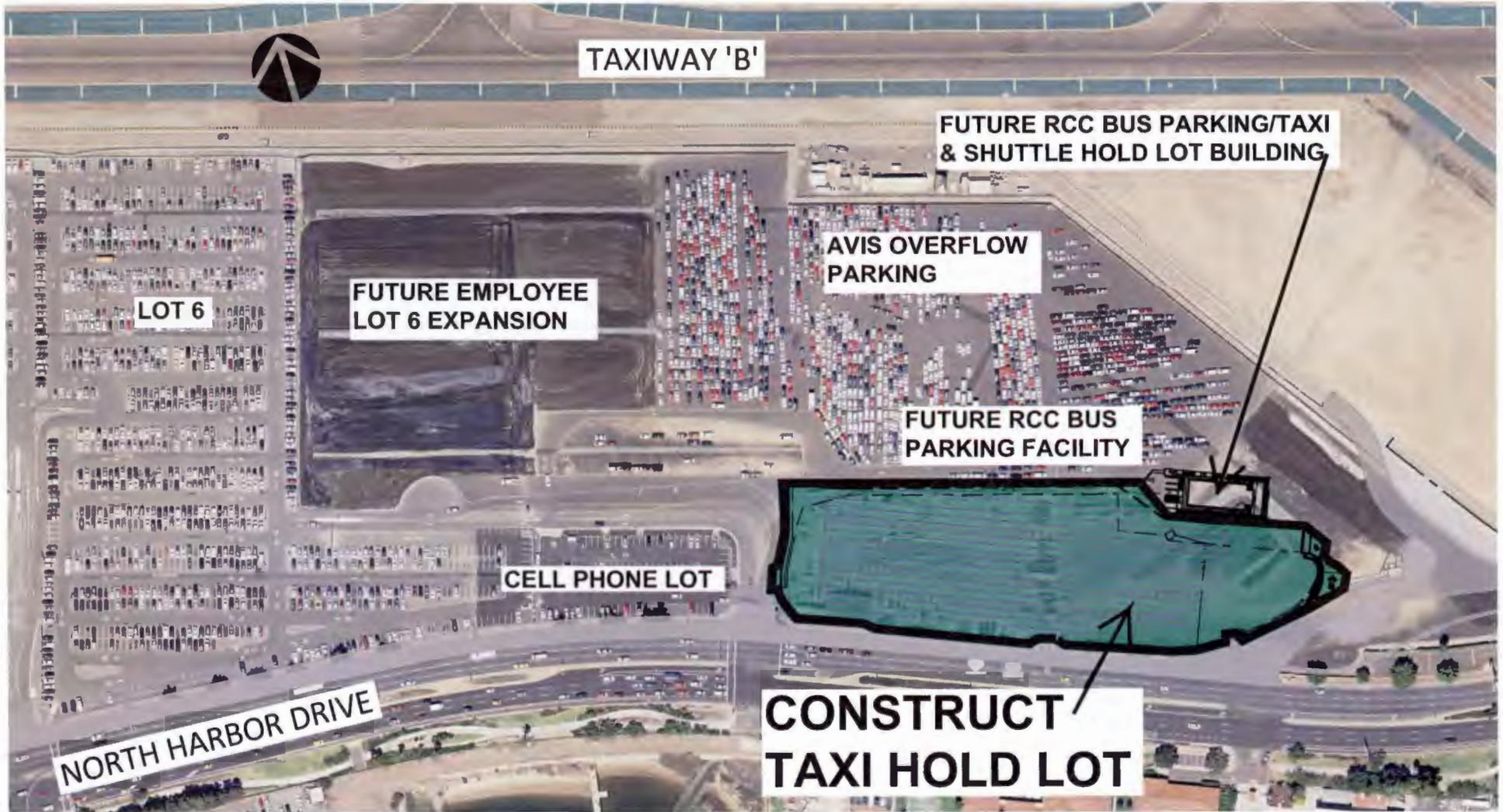
The Authority has the following inclusionary programs/policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service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

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

In accordance with Policy 5.14, Hazard Construction Company did meet the SBE goal of 35% with 49% certified small business participation for a 3% certified small business preference and met the SDVOSB goal of 3% of a 2% SDVOSB participation preference. At the time of the solicitation it was determined that the Authority's overall local business participation exceeded 60% therefore no preference was applied for local business participation.

**Prepared by:**

IRAJ GHAEMI  
DIRECTOR, FACILITIES DEVELOPMENT



**CIP 104190**

**ATTACHMENT A**

ATTACHMENT B  
CIP 104190, CONSTRUCT TAXI HOLD LOT  
BID TABULATION

BOS OPENED October 8, 2015 @ 2:00 PM

ENGINEER'S ESTIMATE (83,115,540.00)				ENGINEER'S ESTIMATE		1		2		3		4		5	
GUARANTEE OF GOOD FAITH						Wier Construction Corporation 2255 Manrovery Drive Escondido, CA 92029		Hazard Construction 6465 Manrovery Drive San Diego, CA 92112		Palm Engineering Construction Company, Inc. 730 Opportunity Road, Suite J San Diego, CA 92111		West Coast General Corporation 13700 Stone Dr. Suite 100 Poway, CA 92064		Granite Construction Company 5650 El Camino Real, Suite 200 Carlsbad, CA 92008	
BID ITEM NO.	TITLE	QUANTITY	UNIT ITEM	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)
<b>Bid Schedule A - Base Bid</b>															
1	Health and Safety Plan	1	LS	\$ 10,000.00	\$ 10,000.00	LS	\$ 1,900.00	LS	\$ 5,000.00	LS	\$ 5,000.00	LS	\$ 110,520.00	LS	\$ 5,000.00
2	Mobilization	1	LS	\$ 50,000.00	\$ 50,000.00	LS	\$ 60,000.00	LS	\$ 60,000.00	LS	\$ 60,000.00	LS	\$ 60,000.00	LS	\$ 75,000.00
3	Demolition	1	LS	\$ 37,500.00	\$ 37,500.00	LS	\$ 49,000.00	LS	\$ 49,000.00	LS	\$ 49,000.00	LS	\$ 49,000.00	LS	\$ 55,000.00
4	Utility Control	1	LS	\$ 25,000.00	\$ 25,000.00	LS	\$ 53,000.00	LS	\$ 180,000.00	LS	\$ 1,010,000.00	LS	\$ 93,801.00	LS	\$ 49,000.00
5	Address 10' PVC Pipe	102	LF	\$ 46.00	\$ 4,732.00	\$ 60.00	\$ 6,120.00	\$ 10.00	\$ 1,020.00	\$ 30.00	\$ 3,060.00	\$ 27.00	\$ 2,754.00	\$ 30.00	\$ 3,060.00
6	Manhole and Sagside Inlet	1	EA	\$ 2,300.00	\$ 2,300.00	\$ 1,200.00	\$ 1,200.00	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 860.00	\$ 860.00	\$ 2,000.00	\$ 2,000.00
7	Removing Uninstall Cleanout	2	EA	\$ 345.00	\$ 690.00	\$ 400.00	\$ 800.00	\$ 500.00	\$ 1,000.00	\$ 1,500.00	\$ 3,000.00	\$ 550.00	\$ 1,100.00	\$ 500.00	\$ 1,000.00
8	Removing Manhole	1,329	LF	\$ 12.00	\$ 15,948.00	\$ 12.00	\$ 15,948.00	\$ 9.00	\$ 11,961.00	\$ 17.00	\$ 22,593.00	\$ 10.00	\$ 13,290.00	\$ 4.00	\$ 5,316.00
9	Removing 2" Asphalt pavement and 12" Soil Cement	4,077	SY	\$ 69.00	\$ 281,313.00	\$ 16.00	\$ 73,252.00	\$ 8.00	\$ 32,616.00	\$ 20.00	\$ 81,540.00	\$ 3.62	\$ 14,758.14	\$ 0.10	\$ 407.70
10	Removing 5" Asphalt pavement and 12" Soil Cement	365	SY	\$ 60.00	\$ 21,900.00	\$ 26.40	\$ 9,624.00	\$ 8.00	\$ 2,928.00	\$ 30.00	\$ 10,920.00	\$ 10.00	\$ 3,650.00	\$ 0.50	\$ 182.50
11	Remove Substrate	10	EA	\$ 23.00	\$ 230.00	\$ 6.00	\$ 60.00	\$ 15.00	\$ 150.00	\$ 20.00	\$ 200.00	\$ 28.00	\$ 280.00	\$ 50.00	\$ 500.00
12	Rebase Inlet	1	EA	\$ 6,900.00	\$ 6,900.00	\$ 9,360.00	\$ 9,360.00	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00	\$ 20,000.00	\$ 10,120.00	\$ 10,120.00	\$ 15,000.00	\$ 15,000.00
13	Remove, Rebase and Place Concrete BMP	2	EA	\$ 1,920.00	\$ 3,840.00	\$ 10,200.00	\$ 20,400.00	\$ 1,000.00	\$ 2,000.00	\$ 2,500.00	\$ 5,000.00	\$ 5,115.00	\$ 10,230.00	\$ 1,000.00	\$ 2,000.00
14	Rebase Inlet/Inlet Trench	1	LS	\$ 2,800.00	\$ 2,800.00	\$ 21,560.00	\$ 21,560.00	\$ 10,000.00	\$ 10,000.00	\$ 3,500.00	\$ 3,500.00	\$ 5,115.00	\$ 5,115.00	\$ 5,000.00	\$ 5,000.00
15	Grassy Area, Type B	19	CV	\$ 955.00	\$ 18,145.00	\$ 440.00	\$ 8,360.00	\$ 750.00	\$ 14,250.00	\$ 1,450.00	\$ 27,550.00	\$ 875.00	\$ 16,625.00	\$ 1,600.00	\$ 30,400.00
16	Taxi Hold Lot Electrical System	1	LS	\$ 10,879.00	\$ 10,879.00	LS	\$ 24,000.00	LS	\$ 12,000.00	LS	\$ 185,000.00	LS	\$ 11,000.00	LS	\$ 10,200.00
17	Taxi Hold Lot Lighting System	1	LS	\$ 302,270.00	\$ 302,270.00	LS	\$ 434,400.00	LS	\$ 210,000.00	LS	\$ 285,000.00	LS	\$ 255,200.00	LS	\$ 320,000.00
18	Communications System, Pathways	1	LS	\$ 31,064.00	\$ 31,064.00	LS	\$ 30,000.00	LS	\$ 30,000.00	LS	\$ 50,000.00	LS	\$ 21,670.00	LS	\$ 20,000.00
19	Security Conduits and Cable	1	LS	\$ 29,324.00	\$ 29,324.00	LS	\$ 24,000.00	LS	\$ 17,000.00	LS	\$ 65,000.00	LS	\$ 19,250.00	LS	\$ 18,000.00
20	Security Surveillance System	1	LS	\$ 117,707.00	\$ 117,707.00	LS	\$ 85,800.00	LS	\$ 85,200.00	LS	\$ 93,000.00	LS	\$ 93,000.00	LS	\$ 83,000.00
21	General Excavation - Open Pit	4,599	CY	\$ 14.00	\$ 64,386.00	\$ 16.00	\$ 73,584.00	\$ 15.00	\$ 68,295.00	\$ 30.00	\$ 137,970.00	\$ 18.00	\$ 82,782.00	\$ 50.00	\$ 229,950.00
22	General Excavation - Export Material to Clay Landfill without Topsoil Fill	500	CY	\$ 63.00	\$ 31,500.00	\$ 80.00	\$ 40,000.00	\$ 10.00	\$ 5,000.00	\$ 40.00	\$ 20,000.00	\$ 63.00	\$ 31,500.00	\$ 30.00	\$ 15,000.00
23	Adjust Grad Values Close to Final Grade	1	EA	\$ 920.00	\$ 920.00	\$ 160.00	\$ 160.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 550.00	\$ 550.00	\$ 800.00	\$ 800.00
24	Adjust Existing Inlet to Final Grade	1	EA	\$ 1,725.00	\$ 1,725.00	\$ 5,400.00	\$ 5,400.00	\$ 3,500.00	\$ 3,500.00	\$ 2,500.00	\$ 2,500.00	\$ 6,688.00	\$ 6,688.00	\$ 4,000.00	\$ 4,000.00
25	Adjust Existing Manhole to Final Grade	5	EA	\$ 1,725.00	\$ 8,625.00	\$ 6,000.00	\$ 30,000.00	\$ 1,500.00	\$ 7,500.00	\$ 800.00	\$ 4,000.00	\$ 4,000.00	\$ 2,415.00	\$ 12,075.00	
26	Grass	1	EA	\$ 1,725.00	\$ 1,725.00	\$ 6,000.00	\$ 6,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 2,145.00	\$ 2,145.00	\$ 2,000.00	\$ 2,000.00
27	Cement Treated Soil	5,235	CV	\$ 40.00	\$ 209,400.00	\$ 27.00	\$ 141,315.00	\$ 50.00	\$ 261,800.00	\$ 17.00	\$ 88,632.00	\$ 38.00	\$ 198,966.00	\$ 37.00	\$ 193,521.00
28	HMA Case A	3,700	TN	\$ 127.00	\$ 469,800.00	\$ 110.52	\$ 408,924.00	\$ 79.00	\$ 291,200.00	\$ 115.00	\$ 425,500.00	\$ 101.00	\$ 373,700.00	\$ 75.00	\$ 277,500.00
29	Place Concrete Wheel Stop	2	EA	\$ 115.00	\$ 230.00	\$ 76.00	\$ 152.00	\$ 65.00	\$ 130.00	\$ 100.00	\$ 200.00	\$ 138.00	\$ 276.00	\$ 95.00	\$ 190.00
30	Place Curb	3,382	SY	\$ 3.00	\$ 10,146.00	\$ 3.60	\$ 11,775.60	\$ 2.50	\$ 8,455.00	\$ 8.00	\$ 27,056.00	\$ 3.48	\$ 11,689.16	\$ 6.50	\$ 21,991.00
31	1/2" Cleaned and Washed Gravel	187	TN	\$ 34.00	\$ 6,418.00	\$ 62.00	\$ 11,594.00	\$ 35.00	\$ 6,525.00	\$ 62.00	\$ 11,724.00	\$ 65.00	\$ 12,165.00	\$ 65.00	\$ 12,165.00
32	1/2" - 3/4" Cleaned and Washed Stone	3,522	TN	\$ 47.00	\$ 165,894.00	\$ 50.00	\$ 176,100.00	\$ 30.00	\$ 107,100.00	\$ 55.00	\$ 193,450.00	\$ 43.00	\$ 153,596.00	\$ 50.00	\$ 176,100.00
33	Asphalt Treated Penetrative Seal	360	CV	\$ 17.00	\$ 6,120.00	\$ 18.50	\$ 6,630.00	\$ 25.00	\$ 9,000.00	\$ 20.00	\$ 7,200.00	\$ 16.00	\$ 5,760.00	\$ 20.00	\$ 7,200.00
34	Crack Asphalt Penetrative Seal	4,069	SY	\$ 7.00	\$ 28,483.00	\$ 7.00	\$ 28,483.00	\$ 5.00	\$ 20,345.00	\$ 9.00	\$ 36,621.00	\$ 19.00	\$ 77,313.00	\$ 30.00	\$ 122,070.00
35	6" PVC Curb	1,347	LF	\$ 17.00	\$ 22,899.00	\$ 20.40	\$ 27,481.20	\$ 25.00	\$ 33,675.00	\$ 24.50	\$ 32,992.50	\$ 21.00	\$ 28,263.00	\$ 40.00	\$ 53,880.00
36	6" PVC Inlet	213	LF	\$ 17.00	\$ 3,621.00	\$ 20.40	\$ 4,363.20	\$ 25.00	\$ 5,362.50	\$ 24.50	\$ 5,239.50	\$ 21.00	\$ 4,480.50	\$ 40.00	\$ 8,520.00
37	6" PVC Manhole	67	SY	\$ 68.00	\$ 4,556.00	\$ 84.80	\$ 5,683.60	\$ 70.00	\$ 4,730.00	\$ 84.00	\$ 5,628.00	\$ 119.00	\$ 8,073.00	\$ 100.00	\$ 6,700.00
38	Pavement Marking and Striping	1	LS	\$ 40,923.00	\$ 40,923.00	\$ -	\$ 0.00	LS	\$ 25,000.00	LS	\$ 33,000.00	LS	\$ 20,390.00	LS	\$ 26,457.00
39	1" Chalk Line	12	EA	\$ 450.00	\$ 5,400.00	\$ 60.00	\$ 720.00	\$ 50.00	\$ 600.00	\$ 65.00	\$ 780.00	\$ 155.00	\$ 1,860.00	\$ 50.00	\$ 600.00
40	Recessed and Parking Signs	1	LS	\$ 5,750.00	\$ 5,750.00	LS	\$ 1,440.00	LS	\$ 1,500.00	LS	\$ 1,500.00	LS	\$ 1,500.00	LS	\$ 1,500.00
41	Signage	14	EA	\$ 480.00	\$ 6,720.00	\$ 6,200.00	\$ 86,800.00	\$ 500.00	\$ 7,000.00	\$ 800.00	\$ 11,200.00	\$ 680.00	\$ 9,520.00	\$ 435.00	\$ 6,090.00
42	Steel Vertical Sign Chain, w/ Fence - 4' height	1,233	LF	\$ 11.00	\$ 13,563.00	\$ 12.00	\$ 14,796.00	\$ 9.00	\$ 11,070.00	\$ 35.00	\$ 42,945.00	\$ 24.00	\$ 29,592.00	\$ 20.00	\$ 24,660.00
43	Injection System	8,556	SP	\$ 1.00	\$ 8,556.00	\$ 10.86	\$ 92,819.16	\$ 10.00	\$ 85,560.00	\$ 10.00	\$ 85,560.00	\$ 6.00	\$ 51,336.00	\$ 4.00	\$ 34,224.00
44	Frame Trees	8	EA	\$ 4,310.00	\$ 34,480.00	\$ 5,400.00	\$ 43,200.00	\$ 5,000.00	\$ 40,000.00	\$ 1,000.00	\$ 8,000.00	\$ 4,400.00	\$ 35,200.00	\$ 3,750.00	\$ 30,000.00
45	Shrub 10' High	62	EA	\$ 61.00	\$ 3,782.00	\$ 70.00	\$ 4,340.00	\$ 60.00	\$ 3,600.00	\$ 150.00	\$ 9,300.00	\$ 100.00	\$ 6,200.00	\$ 100.00	\$ 6,200.00
46	Shrub 6' High	420	EA	\$ 23.00	\$ 9,660.00	\$ 27.40	\$ 11,528.00	\$ 25.00	\$ 10,500.00	\$ 40.00	\$ 16,800.00	\$ 28.00	\$ 11,760.00	\$ 30.00	\$ 12,600.00
47	Soil Amendment	8,566	SY	\$ 1.00	\$ 8,566.00	\$ 1.20	\$ 10,279.20	\$ 1.00	\$ 8,566.00	\$ 0.70	\$ 6,000.00	\$ 0.99	\$ 8,480.34	\$ 0.40	\$ 3,426.40
48	1/4" Crushed Rock	40	CV	\$ 233.00	\$ 9,320.00	\$ 240.00	\$ 9,600.00	\$ 225.00	\$ 9,000.00	\$ 340.00	\$ 13,600.00	\$ 190.00	\$ 7,600.00	\$ 180.00	\$ 7,200.00
49	Crack Stone	74	CV	\$ 275.00	\$ 20,350.00	\$ 110.00	\$ 8,140.00	\$ 500.00	\$ 37,000.00	\$ 240.00	\$ 17,840.00	\$ 18.00	\$ 1,320.00	\$ 74.00	\$ 5,476.00
50	Rebound Maintenance	28	LF	\$ 8.00	\$ 224.00	\$ 60.00	\$ 1,680.00	\$ 50.00	\$ 1,400.00	\$ 70.00	\$ 1,960.00	\$ 35.00	\$ 980.00	\$ 15.00	\$ 420.00
51	Rebound Chalking Services	1	EA	\$ 1,840.00	\$ 1,840.00	\$ 800.00	\$ 800.00	\$ 750.00	\$ 750.00	\$ 500.00	\$ 500.00	\$ 3,850.00	\$ 3,850.00	\$ 2,500.00	\$ 2,500.00
52	10-Day Maintenance Period	1	LS	\$ 17,595.00	\$ 17,595.00	LS	\$ 27,000.00	LS	\$ 4,500.00	LS	\$ 4,500.00	LS	\$ 2,481.00	LS	\$ 1,500.00
53	Storm Drain (Metal) - Type A-1	1	EA	\$ 3,750.00	\$ 3,750.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 5,000.00	\$ 5,000.00	\$ 7,000.00	\$ 7,000.00	\$ 11,000.00	\$ 11,000.00
54	Storm Manhole (Metal) - Type A-1	2	EA	\$ 460.00	\$ 920.00	\$ 840.00	\$ 1,680.00	\$ 1,000.00	\$ 2,000.00	\$ 500.00	\$ 1,000.00	\$ 1,375.00	\$ 2,750.00	\$ 2,000.00	\$ 4,000.00
55	Cast-In-Place Concrete Manhole	1	EA	\$ 2,889.00	\$ 2,889.00	\$ 3,800.00	\$ 3,800.00	\$ 4,500.00	\$ 4,500.00	\$ 5,000.00	\$ 5,000.00	\$ 7,000.00	\$ 7,000.00	\$ 11,000.00	\$ 11,000.00
56	10' PVC Pipe	40	LF	\$ 152.00	\$ 6,080.00	\$ 180.00	\$ 7,200.00	\$ 115.00	\$ 4,600.00	\$ 200.00	\$ 8,000.00	\$ 140.00	\$ 5,600.00	\$ 185.00	\$ 7,400.00
57	10' PVC Inlet	296	LF	\$ 192.00	\$ 56,672.00	\$ 217.50	\$ 64,380.00	\$ 175.00	\$ 51,750.00	\$ 200.00	\$ 59,000.0				

**ATTACHMENT B  
CIP 104190, CONSTRUCT TAXI HOLD LOT  
BID TABULATION**

BIDS OPENED: October 8, 2015 @ 2:00 PM

ENGINEER'S ESTIMATE: (\$3,215,540.00)				ENGINEER'S ESTIMATE		1		2		3		4		5	
						Wier Construction Corporation 2755 Barkam Drive Escondido, CA 92029		Hazard Construction 6485 Manzanita Drive San Diego, CA 92122		Palm Engineering Construction Company, Inc. 7130 Oppenhey Road, Suite J San Diego, CA 92111		West Coast General Corporation 13700 Stowe Dr. Suite 100 Poway, CA 92064		Granite Construction Company 5960 El Camino Real, Suite 200 Carlsbad, CA 92008	
QUARANTEE OF GOOD FAITH						Sure Tec Insurance Company		Travelers Casualty and Surety Company of America		Herford Fire Insurance Company		Fidelity and Deposit Company of Maryland		Federal Insurance Company	
BID ITEM NO.	TITLE	QUANTITY	UNIT ITEM	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)
<b>Bid Schedule B - Allowances</b>															
1	Allowance for Permits and Fees (Excludes Dewatering & Disposal)	Allowance	Allowance	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 60,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
2	Allowance for Unavailable Material Soil Removal Fees	Allowance	Allowance	\$ 77,500.00	\$ 77,500.00	\$ 77,500.00	\$ 77,500.00	\$ 77,500.00	\$ 77,500.00	\$ 77,500.00	\$ 77,500.00	\$ 46,500.00	\$ 77,500.00	\$ 77,500.00	\$ 77,500.00
3	Allowance for Dewatering Discharge Fees	Allowance	Allowance	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00
4	Allowance for Environmental Procedures	Allowance	Allowance	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00
5	Allowance for Unforeseen and Miscellaneous Conditions	Allowance	Allowance	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 30,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
<b>Total for Bid Schedule B</b>				\$	\$ 352,500.00	\$	\$ 352,500.00	\$	\$ 352,500.00	\$	\$ 352,500.00	\$	\$ 352,500.00	\$	\$ 352,500.00

<b>Bid Schedule C - Temporary Erosion/Sediment Control</b>															
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
1	Temporary Erosion/Sediment Control - Storm Implementations and Maintenance	1	LB	\$ 17,250.00	\$ 17,250.00	LB	\$ 4,800.00	LS	\$ 75,000.00	LG	\$ 15,000.00	LB	\$ 116,776.00	LB	\$ 50,000.00
2	Temporary Erosion/Sediment Control - Grass Bag Barrier	500	LF	\$ 5.00	\$ 2,500.00	\$ 3.10	\$ 1,550.00	\$ 3.00	\$ 1,500.00	\$ 20.00	\$ 10,000.00	\$ 2.20	\$ 1,100.00	\$ 8.00	\$ 4,000.00
3	Temporary Erosion/Sediment Control - Storm Drain Inlet Protection	10	EA	\$ 230.00	\$ 2,300.00	\$ 120.00	\$ 1,200.00	\$ 200.00	\$ 2,000.00	\$ 350.00	\$ 3,500.00	\$ 495.00	\$ 4,950.00	\$ 450.00	\$ 4,500.00
4	Temporary Erosion/Sediment Control - Temporary Stabilized Construction Entrance/Exit	2	EA	\$ 2,013.00	\$ 4,026.00	\$ 3,000.00	\$ 6,000.00	\$ 3,000.00	\$ 6,000.00	\$ 4,500.00	\$ 9,000.00	\$ 3,300.00	\$ 6,600.00	\$ 5,000.00	\$ 10,000.00
5	Temporary Erosion/Sediment Control - Concrete Washout	2	EA	\$ 575.00	\$ 1,150.00	\$ 2,400.00	\$ 4,800.00	\$ 1,000.00	\$ 2,000.00	\$ 1,500.00	\$ 3,000.00	\$ 935.00	\$ 1,870.00	\$ 1,000.00	\$ 2,000.00
6	Temporary Erosion/Sediment Control - 56 Fence	5,000	LF	\$ 4.00	\$ 20,000.00	\$ 2.40	\$ 12,000.00	\$ 2.00	\$ 10,000.00	\$ 4.00	\$ 20,000.00	\$ 2.20	\$ 11,000.00	\$ 2.00	\$ 10,000.00
7	Temporary Erosion/Sediment Control - Paper Rolls	1,000	LF	\$ 4.00	\$ 4,000.00	\$ 2.46	\$ 2,460.00	\$ 3.00	\$ 3,000.00	\$ 5.00	\$ 5,000.00	\$ 10.00	\$ 10,000.00	\$ 8.00	\$ 8,000.00
8	Temporary Erosion/Sediment Control - Temporary Entrance Outlet Tire Wash	2	EA	\$ 1,150.00	\$ 2,300.00	\$ 4,800.00	\$ 9,600.00	\$ 4,000.00	\$ 8,000.00	\$ 3,500.00	\$ 7,000.00	\$ 220.00	\$ 440.00	\$ 5,000.00	\$ 10,000.00
9	Temporary Erosion/Sediment Control - Scheduling	20	WEEKLY	\$ 268.00	\$ 5,360.00	\$ 300.00	\$ 6,000.00	\$ 25.00	\$ 500.00	\$ 500.00	\$ 10,000.00	\$ 2,836.00	\$ 56,720.00	\$ 40.00	\$ 800.00
10	Temporary Erosion/Sediment Control - Steel Streppling	90	DAY	\$ 288.00	\$ 25,920.00	\$ 300.00	\$ 27,000.00	\$ 150.00	\$ 13,500.00	\$ 300.00	\$ 27,000.00	\$ 347.00	\$ 31,230.00	\$ 400.00	\$ 36,000.00
11	Temporary Erosion/Sediment Control - Sed Basins	5,000	SY	\$ 3.00	\$ 15,000.00	\$ 0.45	\$ 2,250.00	\$ 0.35	\$ 1,750.00	\$ 2.00	\$ 10,000.00	\$ 5.00	\$ 25,000.00	\$ 0.40	\$ 2,000.00
<b>Total for Bid Schedule C</b>				\$	\$ 190,366.00	\$	\$ 77,860.00	\$	\$ 73,250.00	\$	\$ 119,500.00	\$	\$ 247,696.00	\$	\$ 137,388.00

<b>Total for (Bid Schedule A+B+C)</b>	\$ 3,216,640.00	\$ 3,067,183.96	\$ 3,083,417.00	\$ 3,160,684.00	\$ 3,690,349.26	\$ 3,618,830.00
<b>APPENDIX NO. NOTED BY BIDDERS ON THEIR SUBMITTED BID SCHEDULE:</b>		Yes	Yes	Yes	Yes	Yes
		Yes	Yes	Yes	Yes	Yes

Policy %	Policy \$14 Bid Adjustment Amount
5 or 5%	\$18,899.30
4 or 4%	\$13,287.38
3 or 3%	\$8,723.93
2 or 2%	\$4,143.48
1 or 1%	\$0,871.84

Policy %	Policy \$14 Bid Adjustment Amount
Adjustment Amount (Either Amount from Table Based on Number of Poles)	\$91,716.82
	\$2,965,266.74

Policy %	Policy \$14 Bid Adjustment Amount
Adjustment Amount (Either Amount from Table Based on Number of Poles)	\$182,869.29
	\$2,936,597.80

Policy %	Policy \$14 Bid Adjustment Amount
Adjustment Amount (Either Amount from Table Based on Number of Poles)	\$48,196.14
	\$3,118,484.39

Policy %	Policy \$14 Bid Adjustment Amount
Adjustment Amount (Either Amount from Table Based on Number of Poles)	\$182,869.26
	\$3,244,290.00

Policy %	Policy \$14 Bid Adjustment Amount
Adjustment Amount (Either Amount from Table Based on Number of Poles)	\$182,869.39
	\$3,445,178.95

RESOLUTION NO. 2015-0122

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AWARING A CONTRACT TO HAZARD CONSTRUCTION COMPANY IN AN AMOUNT OF \$3,083,417 FOR PROJECT NO. 104190, CONSTRUCT TAXI HOLD LOT AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, this project is a San Diego County Regional Airport Authority ("Authority") Board ("Board") approved project in the FY2016 Capital Improvement Program ("CIP"); and

WHEREAS, this project will construct a new 3.85 acre staging lot to accommodate 183 taxi and 46 Shared Ride Van parking positions in the area directly adjacent to the new Rental Car Center (RCC) Bus Parking Facility; and

WHEREAS, the new taxi hold lot is necessary to replace the existing taxi hold lot which is on the Unified Port of San Diego ("Port") property, and is no longer sufficient to serve the operational needs of the Airport; and

WHEREAS, relocation of the taxi hold lot to the former Teledyne Ryan site will improve traffic circulation by reducing the number of potential vehicle conflicts at signalized intersections crossing North Harbor Drive; and

WHEREAS, the new staging lot will be constructed on Airport property with direct access to the Terminal Link Road, and will enable the Authority to be released from its lease obligation with the Port; and

WHEREAS, this project will include demolition, grading, paving, drainage structures, pavement marking, fencing, access control systems, lighting, security systems, landscaping, incidental items of work and an automated dispatch system to provide efficient operation of the hold lot; and

WHEREAS, the Request for Bids for this project was advertised on September 9, 2015, and

WHEREAS, on October 8, 2015, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the requirements of Authority Policy 5.14 ("Policy"), small business, local business and service disabled veteran owned small business goal and preference program, were applied to this bid solicitation; and

WHEREAS, the apparent low bidder, Wier Construction Corporation, submitted a bid in the amount of \$3,057,183.96 and received 3 points for meeting the small business goal of 35%, but did not receive any credit towards the Service Disabled Veteran Owned Small Business (SDVOSB) goal; and

WHEREAS, Wier Construction Corporation's bid of \$3,057,183.96 was reduced by \$91,715.52 to \$2,965,468.44; and

WHEREAS, the second low bidder, Hazard Construction Company, submitted a bid in the amount of \$3,083,417 and received 3 points for meeting the small business goal of 35%, as well as 2 points for meeting the Service Disabled Veteran Owned Small Business (SDVOSB) goal of 3%, for a total of 5 points; and

WHEREAS, after application of Policy 5.14, Authority Staff ("Staff") determined, Hazard Construction's bid of \$3,083,417, reduced by \$152,859.20 to \$2,930,557.80, was the lowest bidder per the bid specifications; and

WHEREAS, Hazard Construction Company, submitted a bid of \$3,083,417, and Staff has duly considered Hazard Construction Company's bid and has determined Hazard Construction Company is responsible and that its bid is responsive in all respects; and

WHEREAS, the Board believes that it is in the best interest of the Authority and the public that it serves for the Board to award Hazard Construction Company the contract for Project No. 104190, Construct Taxi Hold Lot, 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 Hazard Construction Company, in the amount of \$3,083,417 for Project No. 104190, Construct Taxi Hold Lot at San Diego International Airport; and

BE IT FURTHER RESOLVED that the Authority's President/CEO or designee hereby is authorized to execute and deliver such contract to Hazard Construction Company; and

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

BE IT FURTHER RESOLVED that the Board finds 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 November, 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.  
**13**

Meeting Date: **NOVEMBER 19, 2015**

**Subject:**

**Award a Contract to S&L Specialty Contracting, Inc., for Quieter Home Program Phase 8, Group 9, Project No. 380809 (39 Historic and Non-Historic Single and Multi-Family Units on 16 Residential Properties Located East and West of the Airport)**

**Recommendation:**

Adopt Resolution No. 2015-0123, awarding a contract to S&L Specialty Contracting, Inc., in the amount of \$1,338,550, for Phase 8, Group 9, Project No. 380809, of the San Diego County Regional Airport Authority's Quieter Home Program.

**Background/Justification:**

The Authorities Quieter Home Program ("Program") provides sound attenuation treatment to residences within the highest noise-impacted neighborhoods surrounding San Diego International Airport ("SDIA"). This contract for Phase 8, Group 9, Project No. 380809 includes installation of new acoustical windows, doors, insulation, and ventilation improvements to reduce aircraft-related noise levels and provide sound attenuation to 39 historic and non-historic single and multi-family units on 16 residential properties located east and west of the airport (refer to Attachment A).

To date, the Program has completed 3,216 residences, of which 801 are historic and 2,415 are non-historic. 2,065 residences are located west of SDIA and 1,151 are located east of SDIA.

Project No. 380809 was advertised on June 16, 2015, and bids were opened on July 16, 2015. The following bids were received (refer to Attachment B):

<b>Company</b>	<b>Total Bid</b>
S&L Specialty Contracting, Inc.	\$1,338,550.00
G&G Specialty Contractors, Inc.	\$1,435,158.00

The Engineer's estimate is \$1,332,802.00

The low bid of \$1,338,550, is considered responsive, and S&L Specialty Contracting, Inc. is considered responsible. Award to S&L Specialty Contracting, Inc. is, therefore, recommended in the amount of \$1,338,550.

**Fiscal Impact:**

Adequate funds for the contract with S&L Specialty Contracting, Inc. are included in the adopted FY 2016 and conceptually approved FY 2017 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.

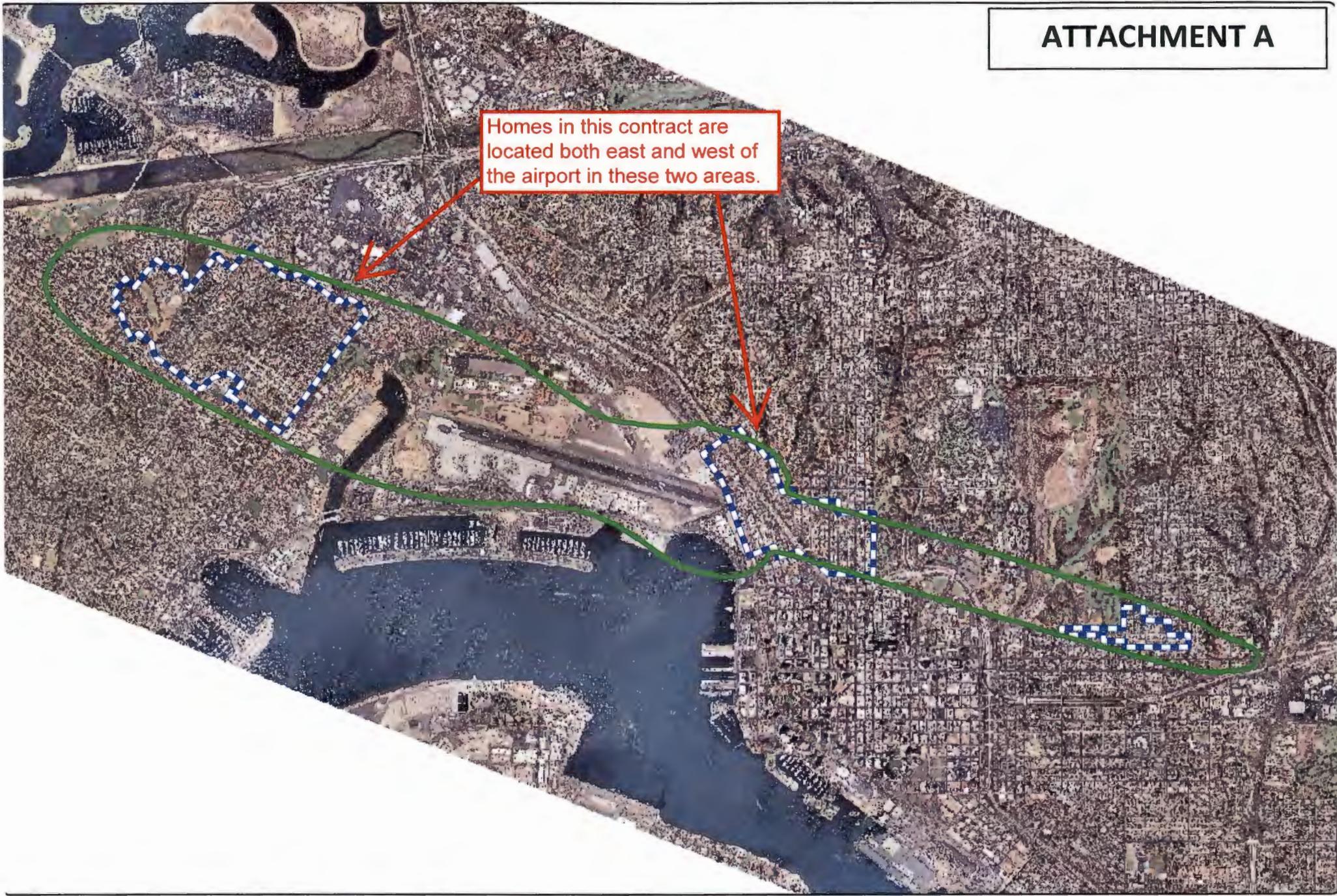
The Authority's DBE Program, as required by the U.S. Department of Transportation, 49 Code of Federal Regulations (CFR) Part 26, calls for the Authority to submit a triennial overall goal for DBE participation on all federally funded projects. When federal funds are utilized, the Authority is prohibited 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. S&L Specialty Contracting, Inc. proposed 7.8% DBE participation on QHP Phase 8, Group 9.

**Prepared by:**

KEITH WILSCHETZ  
DIRECTOR, AIRPORT PLANNING AND NOISE MITIGATION

# ATTACHMENT A



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

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 380809**

TITLE: QUIETER HOME PROGRAM PROJECT NO. 380809  
 BIDS OPENED: July 16, 2015 at 2:00 p.m.  
 ENGINEER'S ESTIMATE: \$1,332,802.00

CONTRACTOR:					S&L Specialty Contracting, Inc.				G&G Specialty Contractors, Inc.					
ADDRESS:					315 S. Franklin Street, Syracuse, NY 13202				1221 N. Mondel Drive, Gilbert, AZ 85233					
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)		
380809.01	Abeyta	2473 Caminito Venido	1	Lump Sum	43,000.00	10,000.00	4,000.00	57,000.00	43,416.00	8,667.00	3,300.00	55,383.00		
380809.02	Baston	2257 Bolinas Street	1	Lump Sum	29,000.00	9,000.00	5,000.00	43,000.00	30,269.00	8,667.00	4,800.00	43,736.00		
380809.03	Creighton	3730 Lotus Drive	1	Lump Sum	47,000.00	9,000.00	6,000.00	62,000.00	49,127.00	8,667.00	5,100.00	62,894.00		
380809.06	Hickman	2251 Mendocino Blvd., Common Area	1	Lump Sum	5,000.00	0.00	8,000.00	13,000.00	16,463.00	0.00	22,500.00	38,963.00		
380809.06	Hickman	2251 Mendocino Blvd., Unit 1	1	Lump Sum	15,000.00	8,000.00	3,000.00	26,000.00	18,819.00	8,667.00	2,900.00	30,386.00		
380809.07	Hickman	2251 Mendocino Blvd., Unit 2	1	Lump Sum	18,000.00	8,000.00	3,000.00	29,000.00	20,458.00	8,667.00	2,900.00	32,025.00		
380809.08	Hickman	2251 Mendocino Blvd., Unit 3	1	Lump Sum	15,000.00	8,000.00	3,000.00	26,000.00	18,926.00	8,667.00	2,900.00	30,493.00		
380809.09	Hickman	2251 Mendocino Blvd., Unit 4	1	Lump Sum	19,000.00	8,000.00	3,000.00	30,000.00	20,401.00	8,667.00	2,900.00	31,968.00		
380809.10	Jones	4250 Whittier Street	1	Lump Sum	23,000.00	10,000.00	8,000.00	41,000.00	36,065.00	8,667.00	6,600.00	51,332.00		
380809.10	Jones	4252 Whittier Street	1	Lump Sum	15,000.00	3,000.00	4,000.00	22,000.00	15,289.00	2,398.00	3,600.00	21,287.00		
380809.10	Jones	4254 Whittier Street	1	Lump Sum	15,000.00	3,000.00	4,000.00	22,000.00	14,683.00	2,398.00	3,600.00	20,681.00		
380809.10	Jones	4256 Whittier Street	1	Lump Sum	14,000.00	3,000.00	4,000.00	21,000.00	14,683.00	2,398.00	3,600.00	20,681.00		
380809.10	Jones	4258 Whittier Street	1	Lump Sum	15,000.00	3,000.00	5,000.00	23,000.00	15,671.00	2,398.00	3,600.00	21,669.00		
380809.11	May	2510 Poinsettia Drive	1	Lump Sum	49,000.00	9,000.00	3,000.00	61,000.00	43,868.00	8,667.00	4,900.00	57,435.00		
380809.12	Mesquita	3715 Leland Street	1	Lump Sum	33,000.00	9,000.00	3,000.00	45,000.00	33,696.00	8,667.00	4,500.00	46,863.00		
380809.13	Morris	2636 A Street	1	Lump Sum	36,000.00	9,000.00	5,000.00	50,000.00	39,681.00	8,667.00	3,300.00	51,648.00		
380809.14	Newhart	3329 Yonge Street	1	Lump Sum	51,000.00	9,000.00	5,000.00	65,000.00	51,795.00	8,667.00	4,800.00	65,262.00		
380809.15	O'Rourke	3619 Curtis Street	1	Lump Sum	37,000.00	9,000.00	2,000.00	48,000.00	38,000.00	8,667.00	3,600.00	50,267.00		
380809.17	Roberts	1310 29th Street	1	Lump Sum	27,000.00	8,000.00	3,000.00	38,000.00	30,720.00	8,667.00	3,900.00	43,287.00		
380809.18	See	3942 Voltaire Street	1	Lump Sum	50,000.00	10,000.00	3,000.00	63,000.00	49,001.00	8,667.00	4,000.00	61,668.00		
380809.19	Silva	3698 Oleander Drive	1	Lump Sum	41,000.00	10,000.00	7,000.00	58,000.00	48,291.00	8,667.00	8,000.00	64,958.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 101	1	Lump Sum	9,000.00	3,000.00	3,000.00	15,000.00	12,940.00	2,398.00	4,600.00	19,938.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 102	1	Lump Sum	8,000.00	3,000.00	1,000.00	12,000.00	11,621.00	2,398.00	1,900.00	15,919.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 201	1	Lump Sum	11,000.00	3,000.00	1,000.00	15,000.00	13,985.00	2,398.00	1,900.00	18,283.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 202	1	Lump Sum	9,000.00	3,000.00	1,000.00	13,000.00	10,907.00	2,398.00	1,900.00	15,205.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 203	1	Lump Sum	10,000.00	3,000.00	1,000.00	14,000.00	13,271.00	2,398.00	1,900.00	17,569.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 301	1	Lump Sum	13,000.00	3,000.00	1,000.00	17,000.00	14,403.00	2,398.00	1,900.00	18,701.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 302	1	Lump Sum	9,000.00	3,000.00	1,000.00	13,000.00	11,575.00	2,398.00	1,900.00	15,873.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 303	1	Lump Sum	10,000.00	3,000.00	1,000.00	14,000.00	11,575.00	2,398.00	1,900.00	15,873.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 304	1	Lump Sum	9,000.00	3,000.00	2,000.00	14,000.00	11,575.00	2,398.00	1,900.00	15,873.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 305	1	Lump Sum	9,000.00	3,000.00	2,000.00	14,000.00	11,575.00	2,398.00	1,900.00	15,873.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 306	1	Lump Sum	16,000.00	3,000.00	1,000.00	20,000.00	17,390.00	2,398.00	1,900.00	21,688.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 401	1	Lump Sum	26,000.00	3,000.00	2,000.00	31,000.00	23,472.00	4,796.00	4,600.00	32,868.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 402	1	Lump Sum	18,000.00	3,000.00	3,000.00	24,000.00	18,568.00	4,796.00	1,900.00	25,264.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 403	1	Lump Sum	18,000.00	3,000.00	3,000.00	24,000.00	18,568.00	4,796.00	1,900.00	25,264.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 404	1	Lump Sum	18,000.00	3,000.00	3,000.00	24,000.00	18,628.00	4,796.00	1,900.00	25,324.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 405	1	Lump Sum	17,000.00	3,000.00	3,000.00	23,000.00	18,628.00	4,796.00	1,900.00	25,324.00		
380809.23	Strauss Properties One	234 W. Juniper Street, Unit 406	1	Lump Sum	24,000.00	3,000.00	3,000.00	30,000.00	23,274.00	4,796.00	1,900.00	29,970.00		
380809.24	Barker	2262 Caminito Pajarito, Unit 137	1	Lump Sum	50,000.00	10,000.00	3,000.00	63,000.00	49,046.00	8,667.00	4,200.00	61,913.00		
								<b>Subtotal</b>	<b>\$1,223,000.00</b>					
					<b>Allowance for Structural, HVAC, Electrical Repairs</b>				<b>73,000.00</b>	<b>Allowance for Structural, HVAC, Electrical Repairs</b>				<b>73,000.00</b>
					<b>Building and Utility Permits and Fees</b>				<b>40,000.00</b>	<b>Building and Utility Permits and Fees</b>				<b>40,000.00</b>
					<b>Allowance for 150 Required T-Shirts</b>				<b>2,550.00</b>	<b>Allowance for 150 Required T-Shirts</b>				<b>2,550.00</b>
<b>TOTAL BID</b>								<b>\$1,338,550.00</b>	<b>TOTAL BID</b>				<b>\$1,435,158.00</b>	
<b>Addendum noted (1)</b>									<b>Addendum noted (1)</b>					

RESOLUTION NO. 2015-0123

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AWARDING A CONTRACT TO S&L SPECIALTY CONTRACTING, INC., IN THE AMOUNT OF \$1,338,550, FOR PHASE 8, GROUP 9, PROJECT NO. 380809, 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 9, 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 9, of the Program provides sound attenuation to 39 historic and non-historic single and multi-family units on 16 residential properties located east and west of the Airport; and

WHEREAS, the Authority issued a Bid Solicitation Package for Phase 8, Group 9, on June 16, 2015; and

WHEREAS, on July 16, 2015 the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the apparent low bidder S&L Specialty Contracting, Inc., submitted a bid of \$1,338,550.00 and the Authority's staff has duly considered the bid and has determined S&L Specialty Contracting, 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 S&L Specialty Contracting, Inc., the lowest bidder, the contract for Phase 8, Group 9, 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 S&L Specialty Contracting, Inc., in the amount of \$1,338,550 for Phase 8, Group 9, Project No. 380809, 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 S&L Specialty Contracting, 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 November, 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.  
**14**

Meeting Date: **NOVEMBER 19, 2015**

**Subject:**

**Presentation and Selection of the Preferred Airport Development Plan Concept and Approval of the Start of the Environmental Impact Report Process**

**Recommendation:**

Adopt Resolution No. 2015-0125, selecting Alternative \_\_\_ as the preferred alternative, and directing staff to continue the ADP process by refining the financial feasibility plan, performing the environmental analysis, and developing a regionally-accepted Airport Access Road concept, based on the selection of preferred Alternative \_\_\_\_\_.

**Background/Justification:**

The Airport Development Plan (ADP) is the Airport Authority's planning effort to determine the future needs and plans of San Diego International Airport (SDIA) through the year 2035. Under direction from the Board, the effort began in 2012 as a consultant team led by LeighFisher was brought under contract to prepare the plan. The team began by defining the effort's Goals and Objectives, which were approved by the Board in September 2012. The Goals are specific statements guiding future airport development. The Objectives identify the specific items that would be important to achieve; the best Objectives are measurable using established criteria. The Goals and Objectives were formulated based on discussions with the Board, the Authority Advisory Committee, and the Technical Advisory Committee. They are:

**Goal: Passenger Terminal Facilities--Develop passenger terminal facilities to efficiently accommodate future activity levels and maintain high levels of passenger satisfaction**

Objectives

- Maintain appropriate level of service on the curb front, security checkpoints, passenger holdrooms and bag claim areas
- Optimize airport concessions to meet demand and generate revenue for the Airport
- Minimize walking distances and mode changes from curbside to aircraft gate
- Address Terminal 1 functional deficiencies, including replacement if necessary
- Develop a plan that can be implemented in a phased manner
- Make the terminal a showplace of functionality and design that reflects the local feel and uniqueness of San Diego

**Goal: Airfield and Airspace--Plan for an operationally efficient airfield that meets FAA standards**

Objectives

- Develop a plan that will allow for the phased reconstruction of Runway 09/27
- Optimize airfield configuration for capacity and safety
- Develop a plan to eliminate any existing modifications to standards as soon as feasibly practical and do not create conditions warranting additional modifications or waivers from the FAA
- Provide flexibility to respond to future aircraft, technology, and industry changes

**Goal: Ground Access--Improve access to the Airport and accommodate parking demand**

Objectives:

- Provide enhanced vehicular access from I-5 to the Airport
- Accommodate demand for short-term and long-term parking spaces on airport to ensure sufficient passenger satisfaction and appropriate revenue generation

**Goal: Social Responsibility--Provide a plan that is fiscally and environmentally sustainable**

Objectives

- Wherever prudent, make use of existing facilities through renewal or modernization to meet future demand
- Ensure the development plan is fiscally responsible from both the capital and operational cost perspectives
- Provide plans that will diversify airport revenues and strengthen the financial position of the Airport
- Maximize funding resources through appropriate facility planning
- Ensure consistency with SDCRAA's Global Reporting Initiative

**Goal: Land Development--Optimize the productive use of Airport properties**

Objectives:

- Maximize non-airline revenues
- Determine the highest and best use for the remaining north side and TDY properties
- Identify opportunities for increased commercial utilization
- Consider an intergovernmental office complex if sufficient property is available
- Integrate the Airport with synergistic surrounding development

**Forecasts and Requirements**

After the Goals & Objectives were approved by the Board, SDIA's forecast of international and domestic aviation activity was prepared. Although the overall ADP effort plans to the year 2035, the aviation forecast was prepared to the year 2050, to correspond to SANDAG's regional plans. The aviation forecast showed that total

enplanements are expected to increase an average of 1.9 percent per year through the year 2035. Operations, which are take-offs or landings, are expected to increase at 1.2 percent per year. At that pace, it is expected that there will be a demand for 27.8 million passengers and 246,000 operations by 2035, as compared to year 2014 demand of 18.7 million passengers and 191,761 operations. The activity forecast was completed in 2012 and approved by the Federal Aviation Administration in 2013.

Using the aviation forecasts as a basis, the year 2035 requirements for the various types of airport facilities were then prepared in 2013. Examples of facilities for which requirements were developed are: future number of gates, square footage of terminal space, amount of concessions space, number of parking stalls, amount of cargo space, number of international gates with access to Federal Inspection Services (FIS) facilities, and number of Remain Overnight (RON) aircraft parking spaces.

### **Terminal Alternatives**

Using this information, various alternatives were developed in 2014 and 2015 that could accommodate the facility requirements in different ways and to varying degrees. Using information obtained during extensive public outreach, Authority Advisory Committee and Technical Advisory Committee meetings, technical workshops and stakeholder briefings, the alternatives were refined and pared to three alternatives. All of the alternatives ultimately incorporate 61 total aircraft gates because that is the number of gates corresponding to the operations capacity of the airport's single runway (SDIA currently has 51 gates). The alternatives not only replace the 19 gates in existing Terminal 1, but also address many other future needs, such as an expanded FIS facility, more auto parking stalls, and additional RON spaces. One of the alternatives was designed to maintain Terminal 2 East (T2E), while the other two alternatives replace T2E as part of the ADP.

A fourth alternative was subsequently added to address airline suggestions that we consider optimizing the area closest to the runway for high-turn domestic aircraft. The required terminal geometry for this configuration presented an opportunity to provide a natural, outdoor element inside the new terminal, with about 200,000 square feet (almost 4 acres) of open-air terminal space.

Alternatives 1 – 4 were presented to the Airport Authority Board in January 2015. At that meeting, direction was provided by the Board to not eliminate any alternative, but focus future attention on Alternatives 1 and 4.

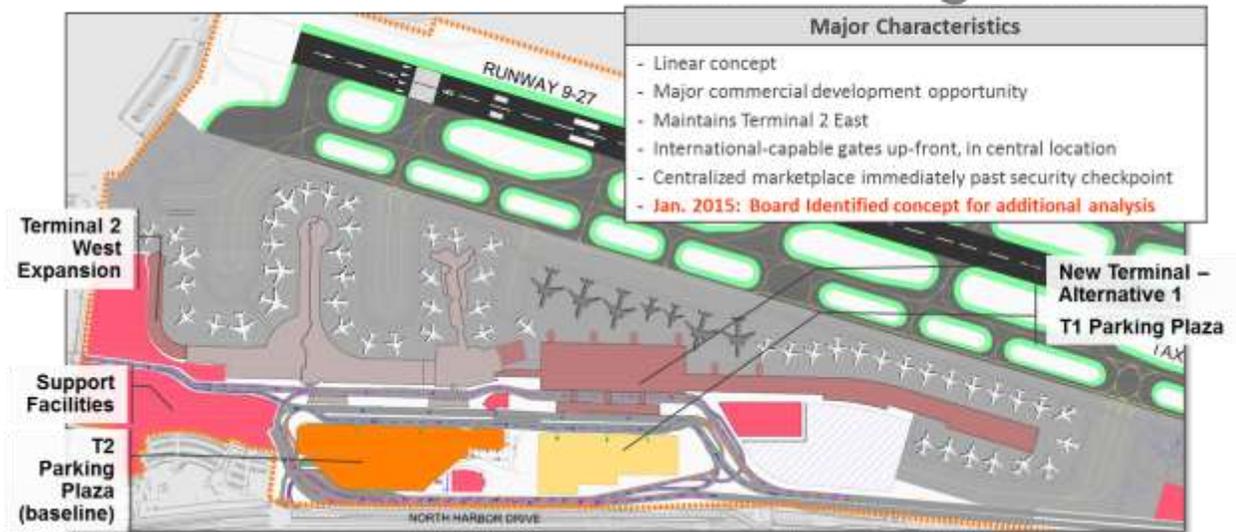
In early 2015, a fifth alternative was added in response to information that had been received from multiple stakeholders in late 2014 and early 2015. Two specific needs became apparent:

1. Replace existing Terminal 1's 19 gates as quickly and cost-effectively as possible
2. Ensure that the terminal plan could seamlessly accommodate the potential use of Taxiway B as a temporary runway, if needed, for future runway reconstruction.

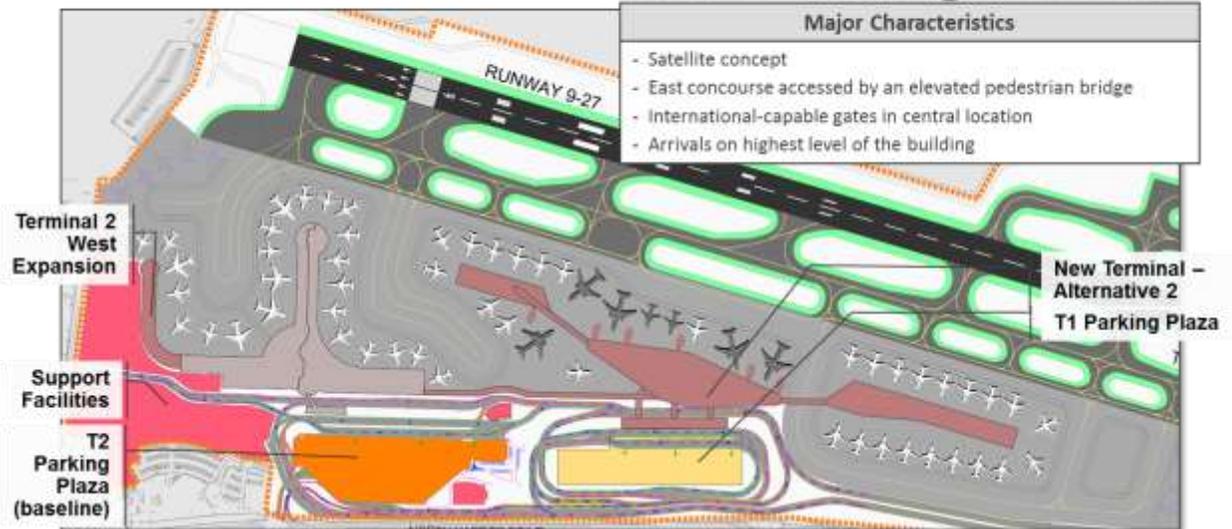
To address these needs, Alternative 5 incorporates elements that are different than Alternatives 1 – 4. Alternative 5 is more modular than the other alternatives, allowing additional future building components to be added in discrete segments. It also requires fewer enabling projects prior to construction of the terminal. It is designed for its first phase to include only 19 gates and operates as a stand-alone terminal more efficiently than the other alternatives. It allows the first phase to be constructed with little impact on the operations of existing Terminal 1, which would make it easier and less expensive to build. This is done by locating the new terminal farther east than the other alternatives, out of the way of existing Terminal 1. Finally, Alternative 5 is specifically designed with the north face of the new terminal to be precisely 560 feet from the centerline of future Taxiway B, which will enable Taxiway B to potentially be used as a temporary runway if needed for future runway reconstruction. It should be noted that Taxiway B could also be used as a temporary runway in Alternatives 1 – 4, but they would require additional development beyond the PAL 12 configuration, that would not be required in Alternative 5.

Alternatives 1 – 5 are illustrated below.

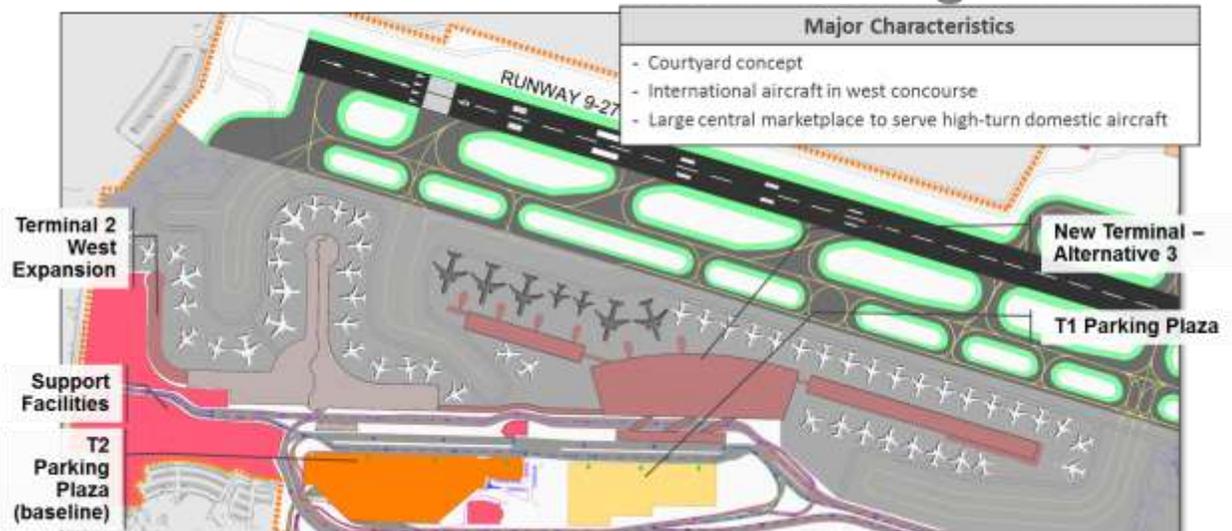
## Alternative 1 - Ultimate Configuration



## Alternative 2 - Ultimate Configuration



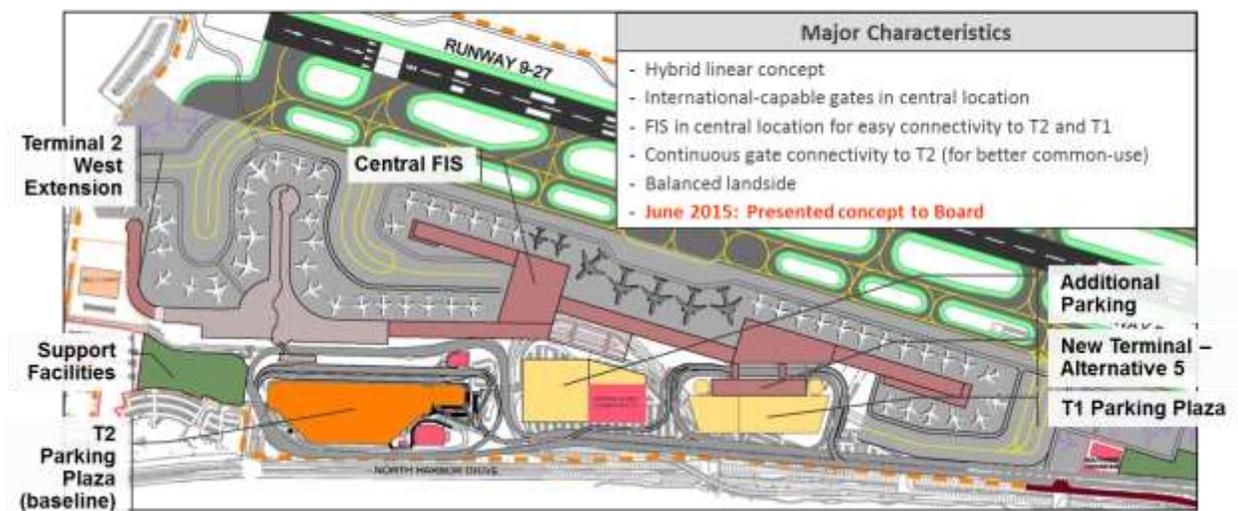
## Alternative 3 - Ultimate Configuration



## Alternative 4 - Ultimate Configuration



## Alternative 5 - Ultimate Configuration



The capital costs (in 2015 dollars) of Alternatives 1 – 5 are:

- Alternative 1 - \$2.3 billion (which includes the future cost of replacing T2E, consistent with Alternatives 2 - 5)
- Alternative 2 - \$2.4 billion
- Alternative 3 - \$2.4 billion
- Alternative 4 - \$2.6 billion
- Alternative 5 - \$2.2 billion

Alternatives 1 - 5 were evaluated using 38 different criteria in five categories. The evaluation also considered two different Passenger Activity Levels (PALs). PAL 12 refers

to 12 million annual enplanements. PAL 14, or the ultimate configuration, refers to 14 million annual enplanements. (In year 2014, there were approximately 9.4 million enplanements, resulting in a PAL of 9.4) The final rankings for each criterion are shown on the following pages. In this table, the lower the score, the higher the ranking. Therefore, Alternative 5 is the highest ranked in PAL 12<sup>1</sup>, while Alternatives 4 and 5 are tied as the best alternatives overall.

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<sup>1</sup> PAL 12 refers to the Passenger Activity Level of 12 million annual enplanements.

No.	Evaluation Criteria	ALTERNATIVE 1		ALTERNATIVE 2		ALTERNATIVE 3		ALTERNATIVE 4		ALTERNATIVE 5	
		Rank		Rank		Rank		Rank		Rank	
		PAL 12	Ultimate								
<b>Ground Access (On-Airport)</b>											
1	Provides a 100-foot on-airport landside easement north of North Harbor Drive	1	1	1	1	1	1	1	1	1	1
2	Minimizes airport-related roadway congestion on North Harbor Drive	1	1	1	1	1	1	1	1	1	1
3	Minimizes airport-related roadway congestion on east end roads	To be addressed in off-airport roadway analysis		To be addressed in off-airport roadway analysis		To be addressed in off-airport roadway analysis		To be addressed in off-airport roadway analysis		To be addressed in off-airport roadway analysis	
4	Retains sufficient landside area to meet access, curbside and parking requirements	2	2	5	5	2	2	2	2	1	1
5	Provides convenient processing facilities and transfer for passengers and employees accessing the Airport via transit	2	2	2	2	2	2	2	2	2	2
<b>Passenger Terminal Facilities</b>											
6	Meets or exceeds space and gate program in each phase	1	1	2	1	4	1	3	1	1	1
7	Minimizes number of bussed gates required in interim phases of construction	5	1	5	1	5	1	5	1	5	1
8	Optimizes concessions locations to increase foot traffic and maximize revenue	4	5	3	2	5	3	1	1	1	5
9	Allows for replacement of Terminal 1 in early phase	2	n.a.	5	n.a.	2	n.a.	2	n.a.	1	n.a.
10	Provides centralized FIS facility with 5 ADG V and 2 ADG III contact gates	n.a.	5	n.a.	3	n.a.	2	n.a.	1	n.a.	4
11	Provides for early	1	n.a.	4	n.a.	1	n.a.	3	n.a.	5	n.a.

No.	Evaluation Criteria	ALTERNATIVE 1		ALTERNATIVE 2		ALTERNATIVE 3		ALTERNATIVE 4		ALTERNATIVE 5	
		Rank		Rank		Rank		Rank		Rank	
		PAL 12	Ultimate								
	expansion/replacement of the FIS										
12	Minimizes walking distance from parking to security checkpoint	2	3	4	1	3	4	4	5	1	2
13	Minimizes walking distance from security to aircraft gate	5	5	3	3	4	2	2	1	1	5
14	Complexity of phasing	2	1	5	3	3	4	4	5	1	2
15	Impact to passengers/terminal tenants during construction	2	1	5	2	2	4	2	5	1	2
16	Impact to non-terminal tenants	1	5	1	5	1	5	1	5	1	5
17	Opportunity to provide a gateway (San Diego Showplace) experience	4	4	2	2	3	3	1	1	4	4
18	Airside efficiency both at the gate and taxiing to/from the movement area	1	1	1	4	1	2	1	4	1	4
19	Internal efficiency with regard to the proximity of airline operations/offices to ticketing, gates and baggage claim areas	5	2	2	2	2	2	2	1	1	5
20	Terminal expandability	n.a.	3	n.a.	2	n.a.	4	n.a.	1	n.a.	5
21	Compatibility with runway reconstruction	2	2	4	4	4	4	2	2	1	1
<b>Sustainability</b>											
22	Consistent with SDCRAA's sustainability policy	2	2	2	2	2	2	2	2	2	2
23	Avoids the known geological fault lines	1	1	1	1	1	1	1	1	1	1
24	Minimizes impact to Least Tern nesting sites	3	3	5	3	4	1	1	1	2	4
25	Continues use of Terminal 2 East	n.a.	1	n.a.	2	n.a.	2	n.a.	2	n.a.	2

No.	Evaluation Criteria	ALTERNATIVE 1		ALTERNATIVE 2		ALTERNATIVE 3		ALTERNATIVE 4		ALTERNATIVE 5	
		Rank		Rank		Rank		Rank		Rank	
		PAL 12	Ultimate								
	until ultimate phase										
26	Retains the Commuter Terminal for SDCRAA administrative offices as long as feasible	1	5	1	5	1	5	1	5	1	5
27	Capital costs by PAL (ROM planning estimates in 2014 USD)	3	1	5	3	2	4	4	5	1	1
28	Life cycle costs	n.a.	2	n.a.	3	n.a.	2	n.a.	5	n.a.	1
29	Operational efficiency (centralization/duplication of passenger processing functions)	4	3	5	5	1	1	1	1	1	4
30	Avoids the need for a vehicle-based APM system	1	1	1	1	1	1	1	1	1	1
31	New revenue generation in early phases	2	n.a.	4	n.a.	5	n.a.	1	n.a.	2	n.a.
<b>Land Development</b>											
32	Determine the highest and best use for the remaining north side and TDY properties	1	1	1	1	1	1	1	1	1	1
33	Provides on-airport commercial development opportunities	1	1	3	3	3	3	3	3	2	2
34	Integrate the Airport with surrounding community	1	1	1	1	1	1	1	1	1	1
<b>Social Responsibility</b>											
35	Impacts on residential neighborhoods	1	1	5	5	1	1	1	1	1	1
36	Provide a plan that is responsive to the needs of the traveling public	1	1	1	1	1	1	1	1	1	1
37	Promote integration of art in the terminal facilities	n.a.	2	n.a.	5	n.a.	2	n.a.	1	n.a.	4

No.	Evaluation Criteria	ALTERNATIVE 1		ALTERNATIVE 2		ALTERNATIVE 3		ALTERNATIVE 4		ALTERNATIVE 5	
		Rank		Rank		Rank		Rank		Rank	
		PAL 12	Ultimate								
38	Provides space and amenities for employee needs, including opportunity to provide Authority offices in terminal building	1	1	1	2	1	2	1	2	1	2
<b>PAL 12 Configuration Score</b>		<b>66</b>		<b>91</b>		<b>71</b>		<b>59</b>		<b>48</b>	
<b>Ultimate Configuration Score</b>			<b>138</b>		<b>178</b>		<b>148</b>		<b>132</b>		<b>132</b>
<b>Overall ranking</b>			<b>3</b>		<b>5</b>		<b>4</b>		<b>1</b>		<b>1</b>

A comparison table of particularly important information is shown below for Alternatives 1, 4, and 5, which are the focus alternatives. The table summarizes the total number of gates, estimate of constructability and ability to use Taxiway B as a temporary runway.

## Primary Characteristics

	PAL 12			Ultimate Configuration			Legend
	Alt. 1	Alt. 4	Alt. 5	Alt. 1	Alt. 4	Alt. 5	
Gates	52	52	52	61	61	61	Favorable
Constructability <sup>1/</sup>	2	3	1	3	2	1	Moderate
Consistent with Rwy. Recon. <sup>2/</sup>	2	2	1	n/a	n/a	n/a	Negative

<sup>1/</sup> Ranked 1 (Favorable) to 3 (Negative)

### Airport Access Road

A significant component of the alternatives is an airport access road that bypasses North Harbor Drive. The new road would be constructed on airport property and would remove all airport-related traffic from North Harbor Drive between Harbor Island Drive and Laurel Street. Using a public and stakeholder outreach process similar to that used for the terminal alternatives, a series of possible airport access road alternatives was initially developed.

After an initial analysis of the airport access roadway alternatives' feasibility, five were shortlisted. SANDAG then prepared traffic models of the shortlisted alternatives to determine resultant traffic volumes on all roadway segments and traffic delays associated with each alternative. During development of the conceptual themes, specific coordination was held with staff from the following key agencies/companies:

- City of San Diego
- San Diego Unified Port District
- U.S. Coast Guard
- Solar Turbines
- SANDAG

The input was valuable and clearly demonstrated the impact that the roadway could have on each agency.

It was determined that three primary conceptual themes of roadway solutions are most feasible:

1. Dual-level road on N. Harbor Drive
2. Multiple roadway ramps at the intersection of Laurel Street and N. Harbor Drive

3. A traffic signal at the intersection of Laurel Street and N. Harbor Drive

An overview of the development process and the final three conceptual themes for the airport access roadway alternatives were presented to the Authority Board in September 2015. At that meeting, the Board directed staff to continue working with the other agencies and refine the alternatives. This process is ongoing. Staff will return to update the Board at a future meeting and receive further direction.

### **Financing and Development Options**

Staff evaluated the financial feasibility and affordability of the Airport Development Plan (ADP) for Alternatives 1, 4, and 5. This comprehensive analysis also incorporated the Authority's FY 2016-2020 Capital Improvement Program (CIP), as well as estimates for the full 20 Year Capital Program and assumptions relating to operating revenue and expenses through 2035.

GARB financing is the most commonly utilized financing option at U.S. airports and generally provides the lowest cost of funding. However, the Authority's GARB funding capacity is limited based upon the need to maintain adequate debt service coverage levels. The issuance of significant levels of additional debt without strong supporting metrics (especially debt service coverage) would potentially reduce the Authority's credit ratings and increase financing costs. Therefore, for purposes of the financial feasibility analyses, General Airport Revenue Bonds (GARB) were the assumed source of funds but staff has reviewed other funding options including tenant financing and a public-private partnership (P3).

Staff's research on tenant financing reveals that at some airports, airlines have provided tenant funding of terminal development projects, either on a long-term or interim (during construction) basis. Current examples of tenant financing include certain terminals at the New York airports, Houston and Boston, which have been funded with long-term special facility bonds secured by airline payments. Other examples of tenant financing are the terminals at Los Angeles and Ft. Lauderdale which have been funded by airlines during construction, with the airport in some instances reimbursing the airline at completion of the construction with proceeds from GARBs.

P3s have a limited history at U.S. airports. P3s are an alternative project delivery mechanism and may provide for a transfer of risk and potential benefits to life-cycle cost management of facilities. There are many P3 approaches, some where the Authority would relinquish limited control of facilities and some where the Authority would relinquish substantial control.

As the ADP progresses, staff intends to continue evaluating these potential financing alternatives of GARB financing, tenant financing and P3 structures to determine the best project delivery and financing mechanisms available to execute the program.

### **Current Financial Position**

The Authority has successfully implemented the Green Build and the rolling five-year Capital Improvement Program. Significant GARB debt was added in order to complete these capital programs (\$1.0 billion in GARB debt) with the Authority committing approximately \$30 million per year of Passenger Facility Charges (PFCs) to pay existing debt service through 2043. However, the Authority has maintained strong senior (A1/A+/A+) and subordinate lien credit ratings (A2/A/A) and in FY 2015 airline cost per enplanement (EPAX) is \$10.26, GARB debt per EPAX is \$102, and debt service coverage ratio is 2.24 times.

**Financial Evaluation**

In order to proceed with the ADP, the Authority has reviewed rough order of magnitude (ROM) preliminary cost estimates for all alternatives which include a new terminal and associated improvements (e.g., taxi lane, curbsides, parking garage, support facilities). The capital cost estimates (in 2015 dollars) for each alternative are as follows:

- Alternative 1 - \$2.3 billion (which includes the future cost of replacing T2E, consistent with Alternatives 2 - 5)
- Alternative 2 - \$2.4 billion
- Alternative 3 - \$2.4 billion
- Alternative 4 - \$2.6 billion
- Alternative 5 - \$2.2 billion

The scope of the ADP financial evaluation included Alternatives 1, 4, and 5.

The financial evaluation also incorporates items on the 20 Year Capital Program such as building system upgrades (including roofing, HVAC, electrical, and vertical conveyance) along with airside projects including Taxiway B relocation, Taxiway J construction, and cost estimates associated with rehabilitating Runway 9/27. The period evaluated was between the years 2020-2035.

Since inception, the Authority has successfully executed its financing strategy of enhancing the financial position of the Authority. This success begins through using conservative financial assumptions for planning and evaluation purposes. Therefore, the following financial assumptions were used:

- Enplanement growth at 1.5% per annum (compared to the planning forecast of 1.9% per annum). This level of enplanement growth corresponds to historical norms. The significant enplanement growth of FY 2015 is included in the financial evaluation.
- Inflation escalator for capital costs of 2.5% per annum.
- GARBs would be issued with an average interest cost of 6.50% for a 35-year term
- Authority Revenue Growth of 3.2%-3.5% per annum which includes the following assumptions
  - Airline rates, fees and charges would continue to be calculated using the same blended rate method and terms used under the current airline use agreement.
  - No new Airport Improvement Program ("AIP") discretionary grants but the Authority will continue to receive its entitlement grant of \$3.5M each year.
  - PFC rate of \$4.50
  - Increase in concessions revenue upon completion of a new terminal at levels consistent with T2W sales per enplanement
  - All other non-airline revenue assumed to grow at 2.00%.
- Operating expense growth of 3.15% per annum.

The financial evaluation is based on current cost estimates and major assumptions noted above, including the rehabilitation of Runway 9/27. Changes such as a full reconstruction of Runway 9/27, significant environmental mitigation costs or major differences in cost estimates may alter the outcome of the financial evaluation.

**Fiscal Impact Ultimate Configuration**

The amount of debt required to fund the full build and ultimate configuration of ADP Alternatives 1, 4 and 5 provided the following results to financial metrics:

- Debt Service coverage falls below the required board policy minimum of 1.5 times (Alternative 5 best)
- Debt per enplanement exceeds \$250 (Alternative 5 best)
- Airline cost per enplanement exceeds \$23 (Alternative 5 best)

Impact of SDCRAA Metrics:

The impact of the additional debt on aggregate debt service coverage drives the coverage ratio below 1.5 times from 2022 onward on all Alternatives 1, 4 and 5 and coverage remains below the 1.25 times indenture minimums for most of the evaluation period. Debt per EPAX exceeds \$250 for Alternative 5 and \$300 for Alternatives 1 and 4. For any of the alternatives to be affordable significant additional revenues are required. Below are the financial metrics for Alternatives 1, 4 and 5:

	Current SAN (Audited FY 2015)	Large Hub Airports <sup>1</sup>	A1-rated Airports <sup>1</sup>	Alt. 1		Alt. 4		Alt. 5	
				2020	2035	2020	2035	2020	2035
GARB Debt per EPAX	\$102	\$114	\$81	\$181	\$269	\$202	\$336	\$185	\$240
<b>GARB Debt High Point</b>				<b>\$314</b>		<b>\$345</b>		<b>\$257</b>	
Airline Cost per EPAX	\$10.26	\$10.40	\$8.88	\$ 12.33	\$24.52	\$ 12.33	\$ 26.48	\$ 12.33	\$23.36
<b>CPE High Point</b>				<b>\$24.52</b>		<b>\$26.48</b>		<b>\$23.36</b>	
GARB Debt Service Coverage	2.24x	1.56x	1.74x	2.53x	1.04x	2.53x	1.02x	2.53x	1.07x
<b>Coverage Low Point</b>				<b>1.01x</b>		<b>.99x</b>		<b>1.07x</b>	

<sup>1</sup>Moody's Medians – Selected Airport Financial Metrics

**ADP Preliminary Financial Evaluation**

With an assumed capital cost estimate of \$2.2 billion, Alternative 5 has the lowest project costs (which includes the replacement of T2E) and provides the comparatively best financial outcome with a modular approach and ability to phase development. However, the financial evaluation indicates that capital costs of \$1.0 billion are currently feasible, assuming debt is issued incrementally from 2019-2022 with debt service beginning in 2022. Project costs in excess of \$1.0 billion would require additional debt issuance. In order to repay debt service funding project costs in excess of \$1.0 billion, significant changes to expense, revenue, and/or debt financing assumptions would be necessary. Alternatively, reduced capital costs or a delayed, phased implementation may also improve the future financial feasibility of the ADP.

Significant changes in future growth and demand, cost estimates, and financing costs along with the identification of alternative financing sources and strategies and technological shifts, are all factors impacting the viability of future ADP phases. Therefore, funding alternatives have yet to be fully evaluated, but this may not preclude the Authority from completing the ADP full build-out.

Once a selection of the preferred alternative is made and Environmental Analysis begins, Authority Staff will continue business discussions with the airlines and further refine the plan as the phasing and cost estimates are advanced. It is anticipated that financial plan updates will be brought back to the Board during the process of the Environmental Analysis with the final financial plan to be presented at the conclusion of the Environmental Analysis for approval.

### **Public and Stakeholder Outreach**

An extensive public and stakeholder outreach program has been conducted and is ongoing. The program has leveraged existing networks and stakeholder groups to communicate directly with key audiences, with a goal of achieving regional consensus and support. The objectives are: to raise awareness with elected officials, local, regional, state and federal agencies and airport neighbors; earn positive and/or balanced media coverage; minimize misperceptions; and generate interest in future airport enhancement projects.

The following efforts were conducted between May 2014 and November 2015:

- 2 public open houses at the Airport Authority (152 attendees total)
- 9 presentations to community leaders
- 16 presentations to community organizations
- 200 online surveys completed October 2014 – November 2015
- 39 presentations to business leaders representing business organizations or major companies (one-on-one briefings)
- 3 presentations to business organizations (222 attendees)
- 9 stakeholder input sessions with business organizations (265 attendees)
- 8 business organizations distributed information for the open house to members
- 38 meetings with elected officials (city, county, state and federal)
- 17 meetings with staff and board members of regional agencies (e.g., City of San Diego, MTS, Port of San Diego, SANDAG)
- 4 meetings with military representatives (e.g., MCRD, Navy)
- 29 media placements
- 2 media briefings (June 6, 2014 & January 15, 2015)

Specific business and industry presentations were made to:

- American Council of Engineering Companies - Transportation Liaison Committee
- AECOM
- American Airlines Vanguard Retirement Club
- BIOCOM
- CleanTech
- CONNECT
- Design Build Institute of America
- Downtown Realtor Caravan
- East County EDC - Gillespie Field Committee
- General Contractors Meeting
- International Right of Way Association
- Jack in the Box
- Off-Airport Parking Operators
- Port Tenants Association
- San Diego Convention Center Corporation

- San Diego County Hotel-Motel Association
- San Diego County Taxpayers Association
- San Diego County Taxpayers Association- Transportation Committee
- San Diego North Chamber of Commerce
- San Diego North Economic Development Corporation
- San Diego Regional Chamber of Commerce
- San Diego Regional Economic Development Corporation\*
- San Diego Tourism Authority\*
- South County EDC Board
- South County EDC-Transportation & Infrastructure Committee\*
- Southwest Airlines
- Taxi Operators

Presentations to community groups and leaders were to:

- Banker's Hill Community Group
- Downtown Community Planning Council
- Downtown San Diego Partnership
- Downtown SD Partnership Planning & Public Policy Committee
- El Cajon Valley Lions Club
- Escondido Rotary Club
- Fourth Council District- Community Town Hall Meeting
- Friends of Downtown
- Midway Community Planning Group
- Old Mission Rotary Club
- P3 People for Progress\*
- Peninsula Community Planning Board\*
- Point Loma Association
- Point Loma Optimists Club
- Point Loma Rotary Club
- San Diego LGBT Community
- Uptown Planners\*

Presentations to elected officials were to:

- Sam Abed, Mayor, City of Escondido
- John Aguilera, Deputy Mayor, City of Vista
- Marty Block, Senator, State Senate
- Barbara Boxer, Senator, U.S. Senate (Staff briefing)
- Myrtle Cole, Councilmember, District 4, City of San Diego
- Cheryl Cox, Mayor, City of Chula Vista (former)
- Marti Emerald, Councilmember, District 9, City of San Diego\*
- Kevin Faulconer, Mayor, City of San Diego\*
- Dianne Feinstein, Senator, U.S. Senate (Staff briefing)
- Todd Gloria, Councilmember, District 3, City of San Diego\*
- Matt Hall, Mayor, City of Carlsbad\*
- Ed Harris, Councilmember, District 2, City of San Diego (former)
- Don Higginson, Mayor, City of Poway (former)
- Dianne Jacob, Supervisor, District 2, Chair, County of San Diego (former)
- Mark Kersey, Councilmember, District 5, City of San Diego
- Sherri Lightner, Council President, District 1, City of San Diego\*

- Ron Morrison, Mayor, City of National City
- Scott Peters, Congressman, U.S. House of Representatives (staff briefing)
- Judy Ritter, Mayor, City of Vista
- Ron Roberts, Supervisor, County of San Diego\*
- Bill Wells, Mayor, City of El Cajon
- Lorie Zapf, Councilmember, District 2, City of San Diego

Presentations to public agencies were to:

- City of San Diego\*
- MTS\*
- Navy Region Southwest
- Port of San Diego\*
- SANDAG\*
- SANDAG Transportation Working Group\*
- United States Coast Guard
- USMC - Marine Corps Recruit Depot\*

Presentations to SDCRAA-affiliated groups were to:

- Art Advisory Committee
- Authority Advisory Committee\*
- Airport and Airlines Affairs Committee (SANAAAC)\*
- Technical Advisory Committee\*
- USO Volunteers\*

*\*Denotes multiple briefings*

Results from these efforts were overwhelmingly positive. Strong support was received for all facets of the proposed Airport Development Plan.

**Fiscal Impact**

Staff evaluated the financial impact of the ADP alternatives from 2020-2035. As identified in the financial evaluation above, the impact to Authority metrics will be significant, and will need to be refined as the ADP plan is advanced, providing greater certainty of financial assumptions.

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, as a planning 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, as a planning action, is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065. It is an interim action for which CEQA and NEPA studies will be conducted during the environmental review process.

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

C. NEPA: This Board action, as a planning action, is not subject to the National Environmental Policy Act ("NEPA").

**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.

The Authority has an inclusionary program intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprises, on all contracts. The inclusionary approach was implemented successfully in past major contracts to provide opportunities for small businesses and can be used to maximize participation of small, local, historically underrepresented businesses for future projects.

**Prepared by:**

SCOTT BRICKNER  
VICE PRESIDENT, FINANCE & ASSET MANAGEMENT

KEITH WILSCHETZ  
DIRECTOR, PLANNING & NOISE MITIGATION

RESOLUTION NO. 2015-0125

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, SELECTING ALTERNATIVE \_\_\_\_ AS THE PREFERRED ALTERNATIVE AND DIRECTING STAFF TO CONTINUE THE ADP PROCESS BY REFINING THE FINANCIAL FEASIBILITY PLAN, PERFORMING THE ENVIRONMENTAL ANALYSIS, AND DEVELOPING A REGIONALLY-ACCEPTED AIRPORT ACCESS ROAD CONCEPT, BASED ON THE SELECTION OF PREFERRED ALTERNATIVE \_\_\_\_\_

WHEREAS, the Airport Development Plan (ADP) is the planning effort of Authority staff and the consulting firm of LeighFisher to determine the future needs and plans of San Diego International Airport (SDIA) through the year 2035; and

WHEREAS, Goals and Objectives of the ADP were approved by the Board in September 2012; and

WHEREAS, the aviation forecast shows that total enplanements are expected to increase an average of 1.9% per year through the year 2035 with operations (take-offs or landings) expected to increase at 1.2% per year through the year 2035; and

WHEREAS, it is expected that there will be a demand for 27.8 million passengers and 246,000 operations by 2035, as compared to year 2014 demand of 18.7 million passengers and 191,761 operations; and

WHEREAS, using the aviation forecast of domestic and international activity as a basis, the year 2035 requirements for the various types of airport facilities were then prepared in 2013 and aviation forecasts were prepared to the year 2050 to correspond with SANDAG's Regional Transportation Plan; and

WHEREAS, various alternatives were developed and refined in 2014 and 2015 that could accommodate the future demand in different ways and to varying degrees; and

WHEREAS, using information obtained during extensive public outreach, Authority Advisory Committee and Technical Advisory Committee meetings, technical workshops and stakeholder briefings, three alternatives were defined; and

WHEREAS, a fourth alternative was subsequently added to address airline suggestions to consider optimizing the area closest to the runway for high-turn domestic aircraft which results in a natural, outdoor element inside a new terminal, with about 200,000 square feet (almost 4 acres) of open-air terminal space; and

WHEREAS, Alternatives 1 – 4 were presented to the Board in January 2015 where the Board directed staff to not eliminate any Alternative, but focus attention on Alternatives 1 and 4; and

WHEREAS, in early 2015, a fifth Alternative was added in response to information that had been received in late 2014 and early 2015; and

WHEREAS, staff evaluated the financial feasibility and affordability of Alternatives 1, 4, and 5 which incorporated the Authority's FY 2016-2020 CIP, as well as estimates for additional capital requirements through 2035, and assumptions relating to operating revenue and expenses through 2035; and

WHEREAS, staff intends to continue evaluating potential tenant financing and Public Private Partnership (P3) alternatives to determine the best project delivery and financing mechanisms available to execute the ADP; and

WHEREAS, the Authority has successfully implemented the Green Build and completed a large rolling Capital Improvement Program adding significant debt of approximately \$1.0 billion in GARB debt with the Authority committing approximately \$30 million per year of Passenger Facility Charges (PFCs) to pay existing debt service through 2043; and

WHEREAS, the Authority has maintained strong senior (A1/A+/A+) and subordinate lien credit ratings (A2/A/A), a FY 2015 audited airline cost per enplanement (EPAX) of \$10.26, GARB debt per EPAX of \$102, and debt service coverage ratio of 2.24 times; and

WHEREAS, in order to proceed with the ADP, the Authority has evaluated rough order of magnitude (ROM) preliminary cost estimates for all Alternatives which include a new terminal and associated improvements (e.g., taxi lane, curbsides, parking garage, support facilities); and

WHEREAS, the evaluation incorporates additional capital requirements such as building system upgrades (including roofing, HVAC, electrical, and vertical conveyance) along with airside projects including Taxiway B relocation, Taxiway J construction, and cost estimates associated with rehabilitating Runway 09/27; and

WHEREAS, the staff will continue working with the airlines to further refine the financial plan following the selection of a preferred Alternative and as the phasing and cost estimates are advanced.

NOW, THEREFORE, BE IT RESOLVED that the Board selects Alternative \_\_\_ as the preferred Alternative; and

BE IT FURTHER RESOLVED that the Board hereby directs staff to continue the ADP process by refining the financial feasibility plan, performing the environmental analysis, and developing a regionally-accepted Airport Access Road concept, based on the selection of preferred Alternative \_\_\_\_\_; and

BE IT FURTHER RESOLVED that the San Diego County Regional Airport Authority and its officers, employees, and agents are hereby authorized, empowered, and directed to do and perform such acts as may be necessary or appropriate to continue the ADP process, including the necessary CEQA and NEPA process; and

BE IT FURTHER RESOLVED the Board finds that this action, as a planning action, is not a “project” as defined by the California Environmental Quality Act (“CEQA”) (California Public Resources Code §21065); is not a “development” as defined by the California Coastal Act (California Public Resources Code §30106); is not subject to National Environmental Policy Act (“NEPA”).

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 November, 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



PRESENTATION AND SELECTION OF  
THE PREFERRED AIRPORT  
DEVELOPMENT PLAN CONCEPT  
AND APPROVAL OF THE START OF  
THE ENVIRONMENTAL IMPACT  
REPORT PROCESS

November 19, 2015

# Staff Request

- **Provide direction on a Preferred Alternative**
- **Direct staff to begin preparing the Environmental Analyses**

# Agenda

- A** Stakeholder Outreach
- B** Terminal Alternatives
- C** Preliminary Financial Plan
- D** Next Steps



# Stakeholder Outreach

Outreach: May 2014 - November 2015

- **Public Outreach**

- 2 public open houses at the Airport Authority (152 attendees total)
- 9 presentations to community leaders
- 16 presentations to community organizations
- 200 online surveys completed October 2014 – November 2015

- **Business Outreach**

- 39 presentations to business leaders representing business organizations or major companies (one-on-one briefings)
- 3 presentations to business organizations (222 attendees)
- 9 stakeholder input sessions with business organizations (265 attendees)
- 8 business organizations distributed information for the open house to members

# Stakeholder Outreach (Cont'd.)

Outreach: May 2014 - November 2015

- **Government Relations**

- 38 meetings with elected officials (city, county, state and federal)
- 17 meetings with staff and board members of regional agencies (e.g., City of San Diego, MTS, San Diego Unified Port District, SANDAG)
- 4 meetings with military representatives (e.g., MCRD, Navy)

- **Media Relations**

- 29 media placements
- 2 media briefings

# Stakeholder Outreach (Cont'd.)

Outreach: May 2014 - November 2015

- **Advisory Committees**
  - Authority Advisory Committee
  - Technical Advisory Committee
- **Collateral Materials**
  - Frequently Asked Questions
  - ADP Overview
  - SANews (2,582 readers)
  - SAN e-News (3,581 readers)
- **Digital Communications**
  - Website
  - Facebook/Twitter Updates
  - Dedicated ADP email address: [adp@san.org](mailto:adp@san.org)

# Authority Advisory Committee

Comments from 10/1/15 meeting

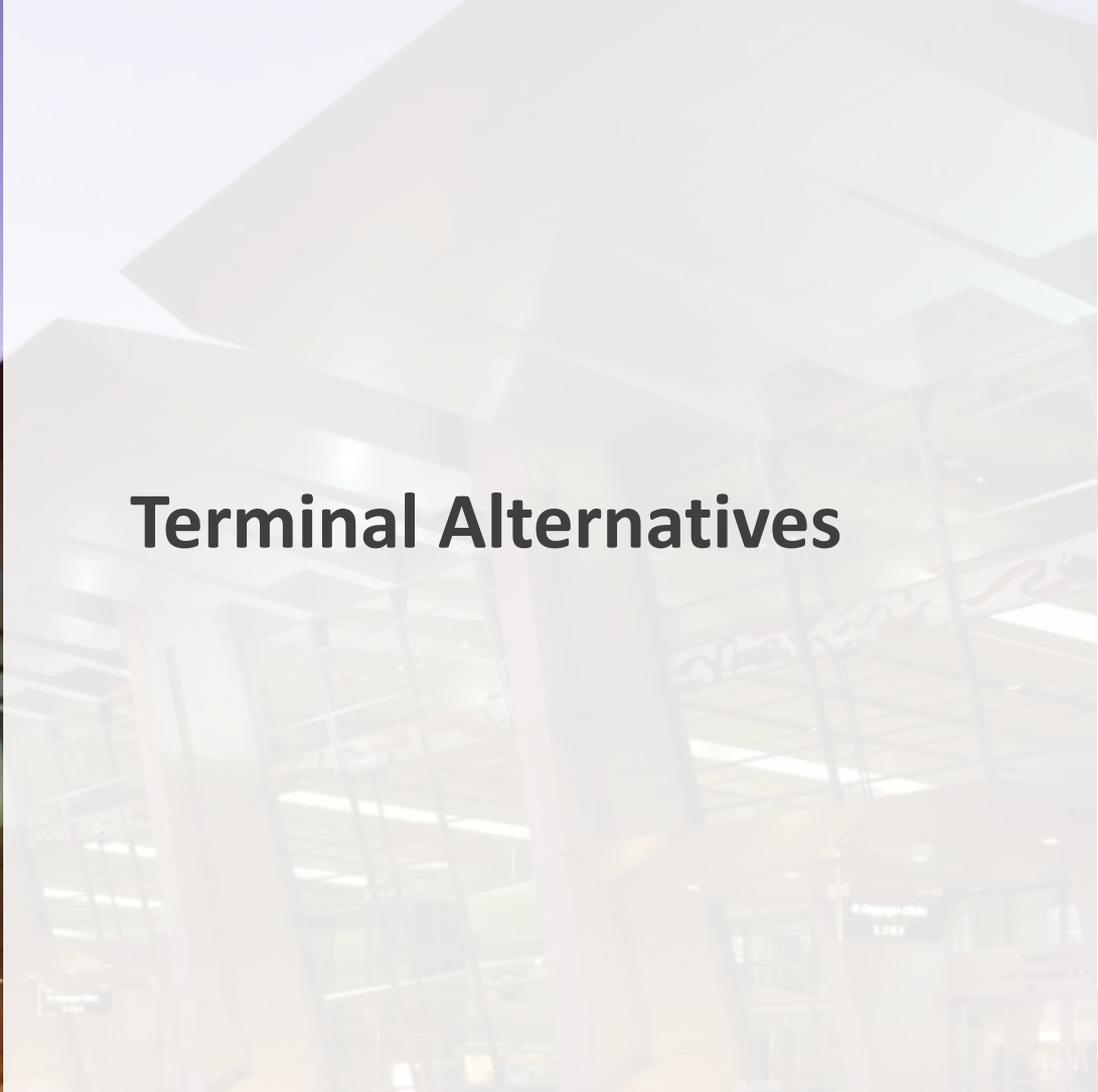
- Maintain access to Laurel Street
- Consider impacts to Rosecrans Street
- Avoid traffic signals, if possible
- Consider importance of construction sequencing
- Consensus on Alternative 5 as preferred alternative

# Airport Access Road Next Steps

- Airport staff have met with City of San Diego staff, San Diego Unified Port District staff and Solar Turbines (primary Harbor Drive tenant)
- Technical Working Group organized to develop regionally-supported concept
  - Airport Authority
  - SANDAG
  - City of San Diego
  - San Diego Unified Port District
  - Caltrans
  - FAA
  - California Coastal Commission
  - Solar Turbines

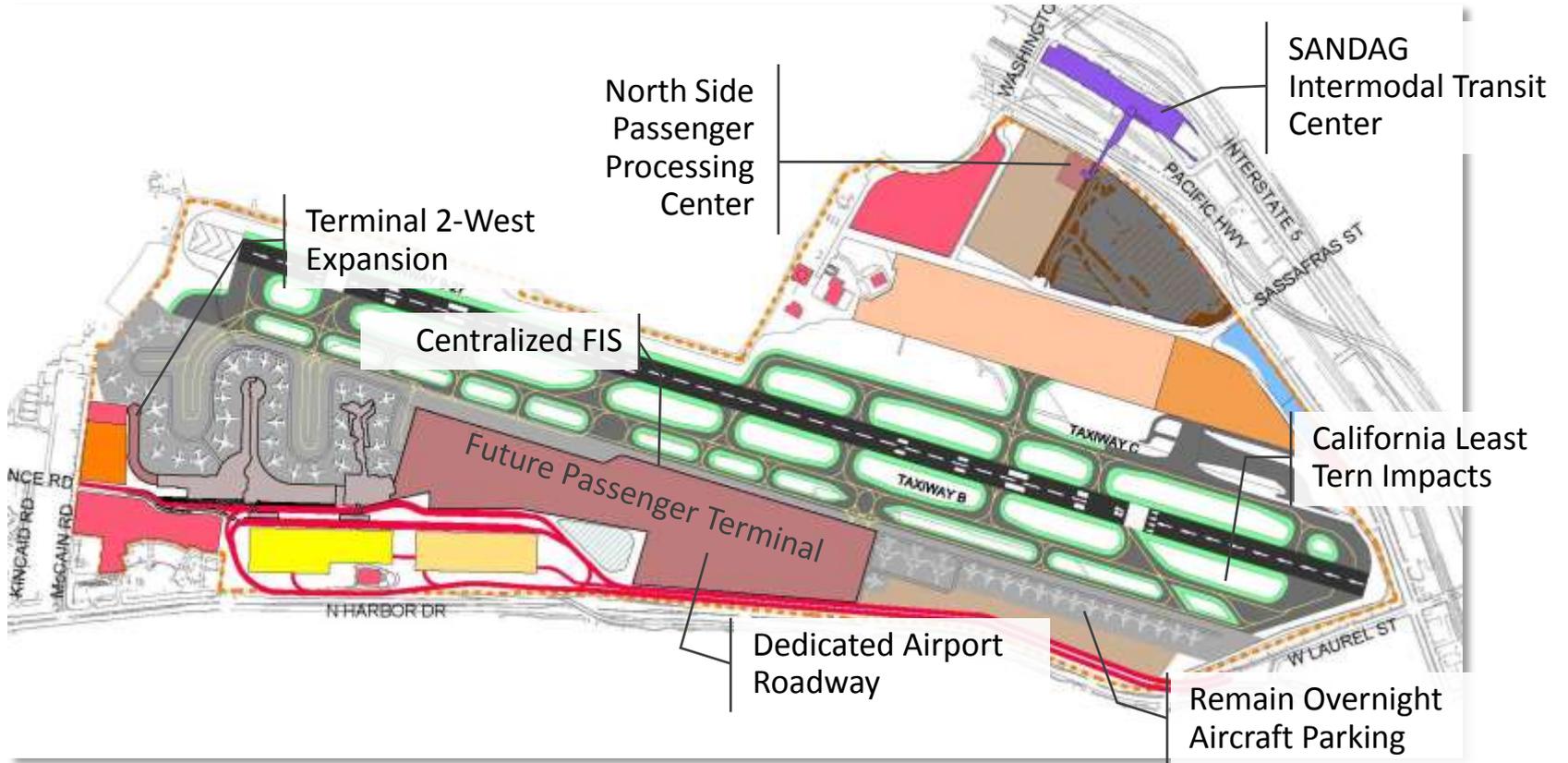


**B**

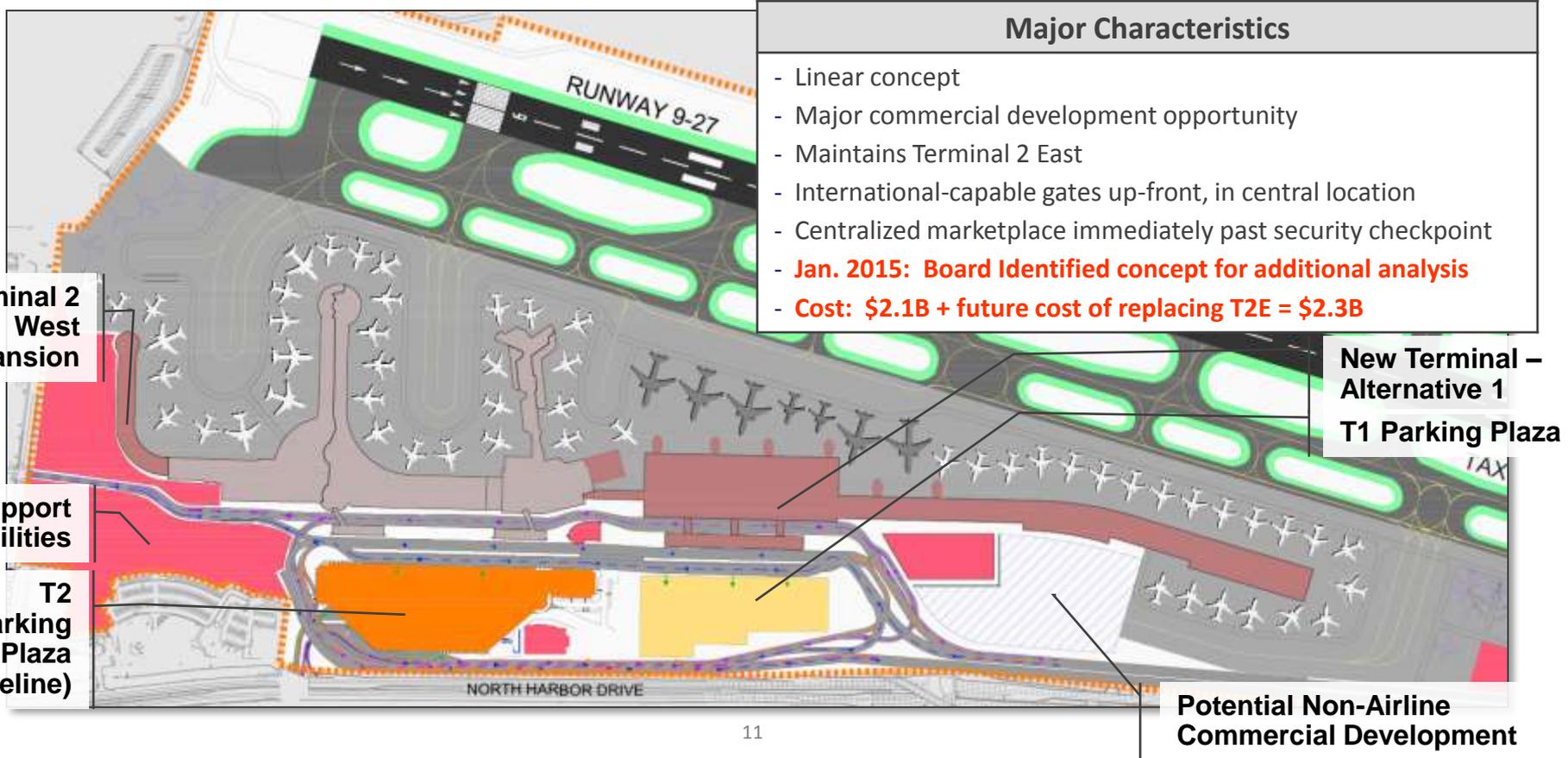


# Terminal Alternatives

# Common Elements in Alternatives



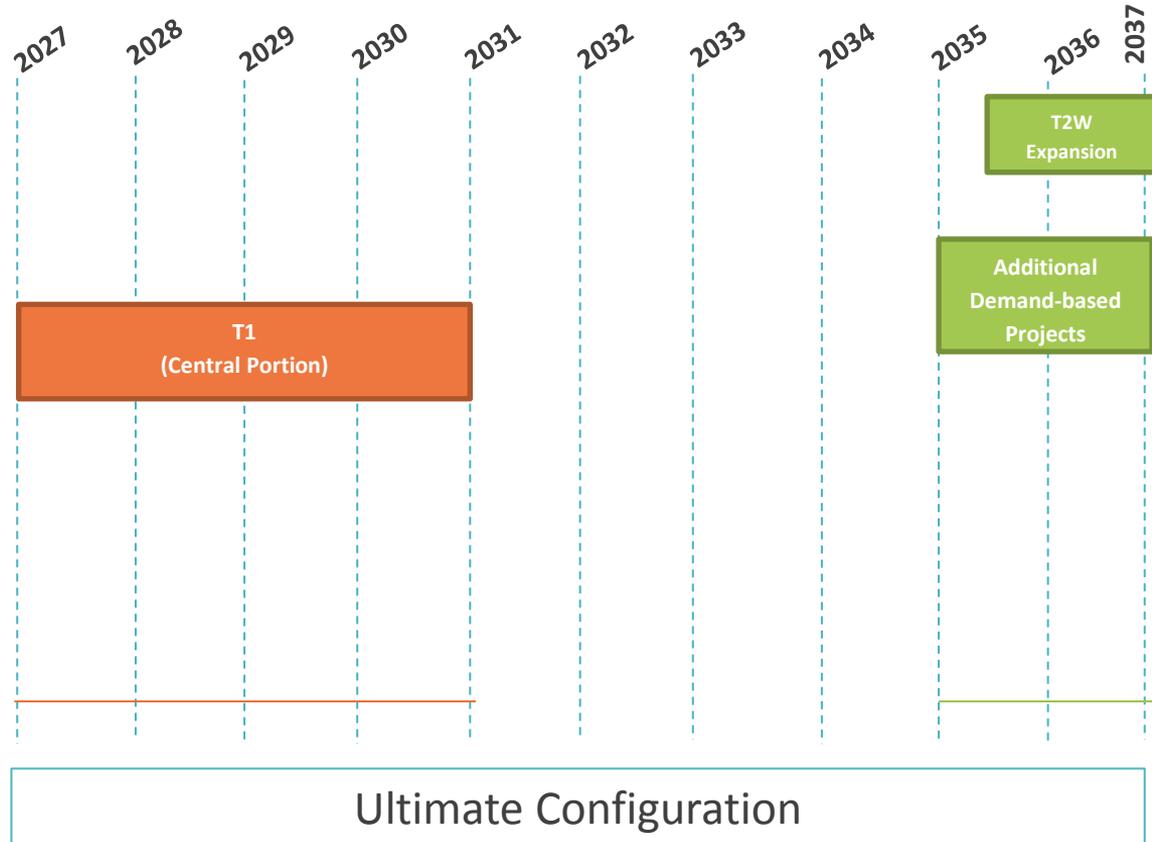
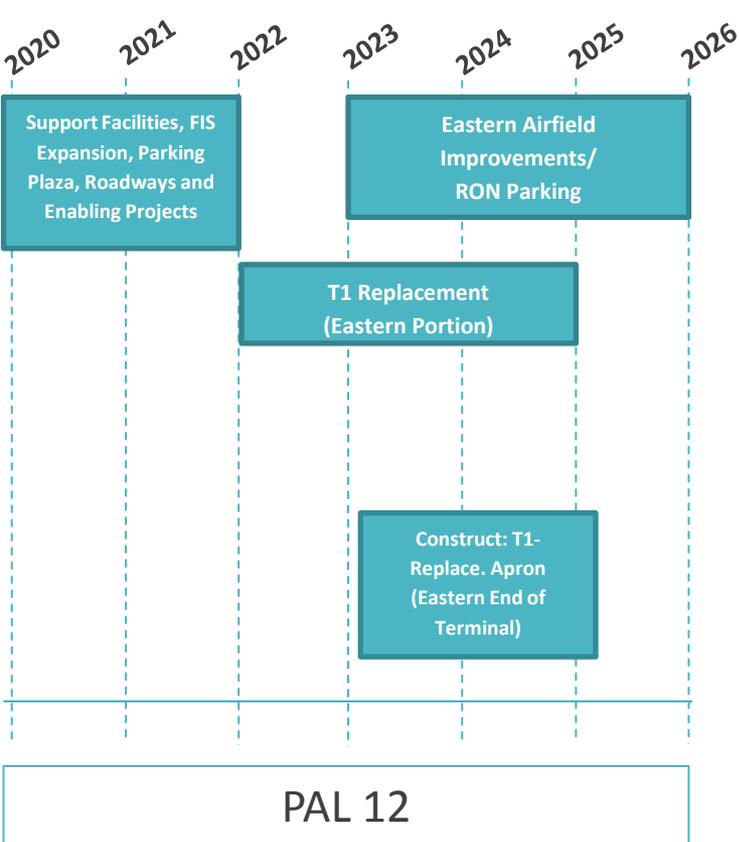
# Alternative 1 - Ultimate Configuration



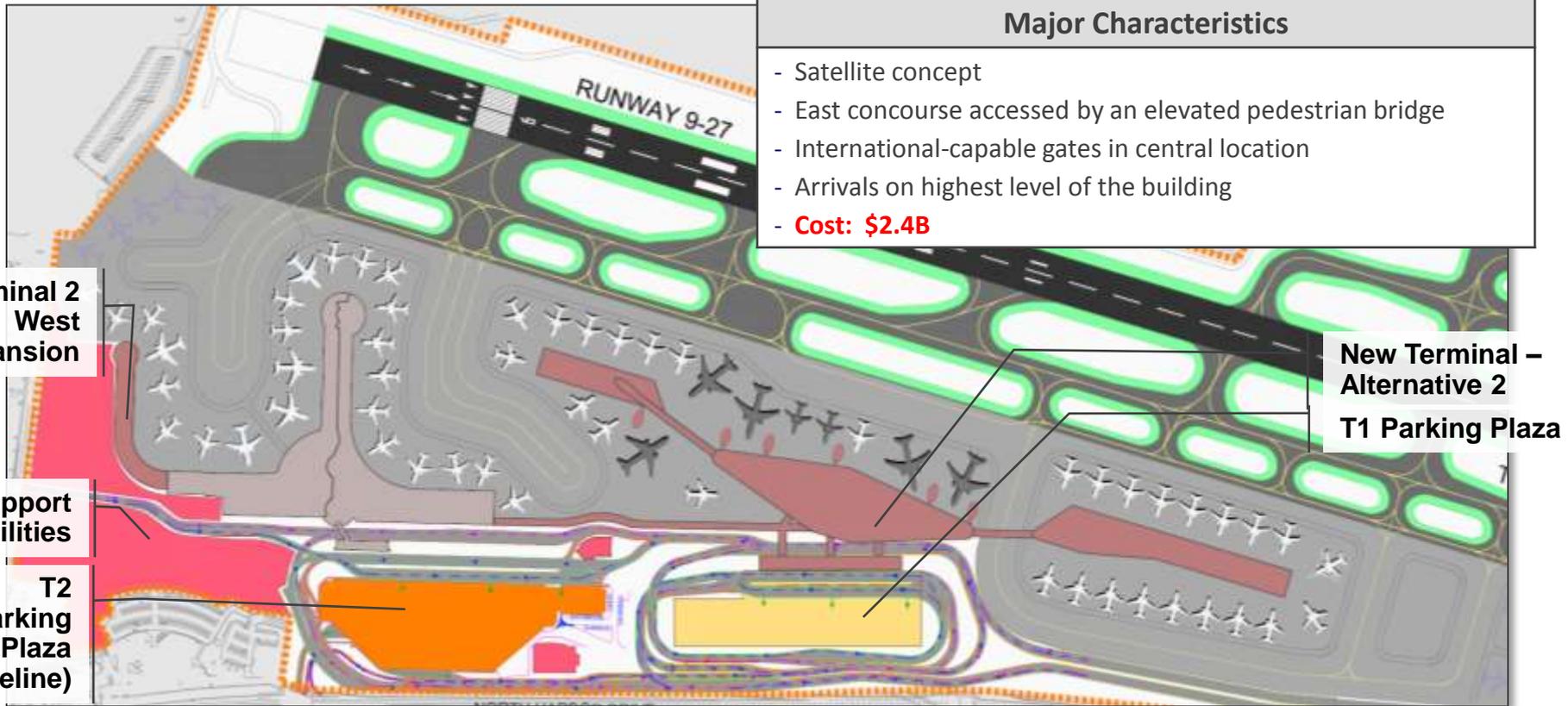
# Alternative 1 - Ultimate Configuration



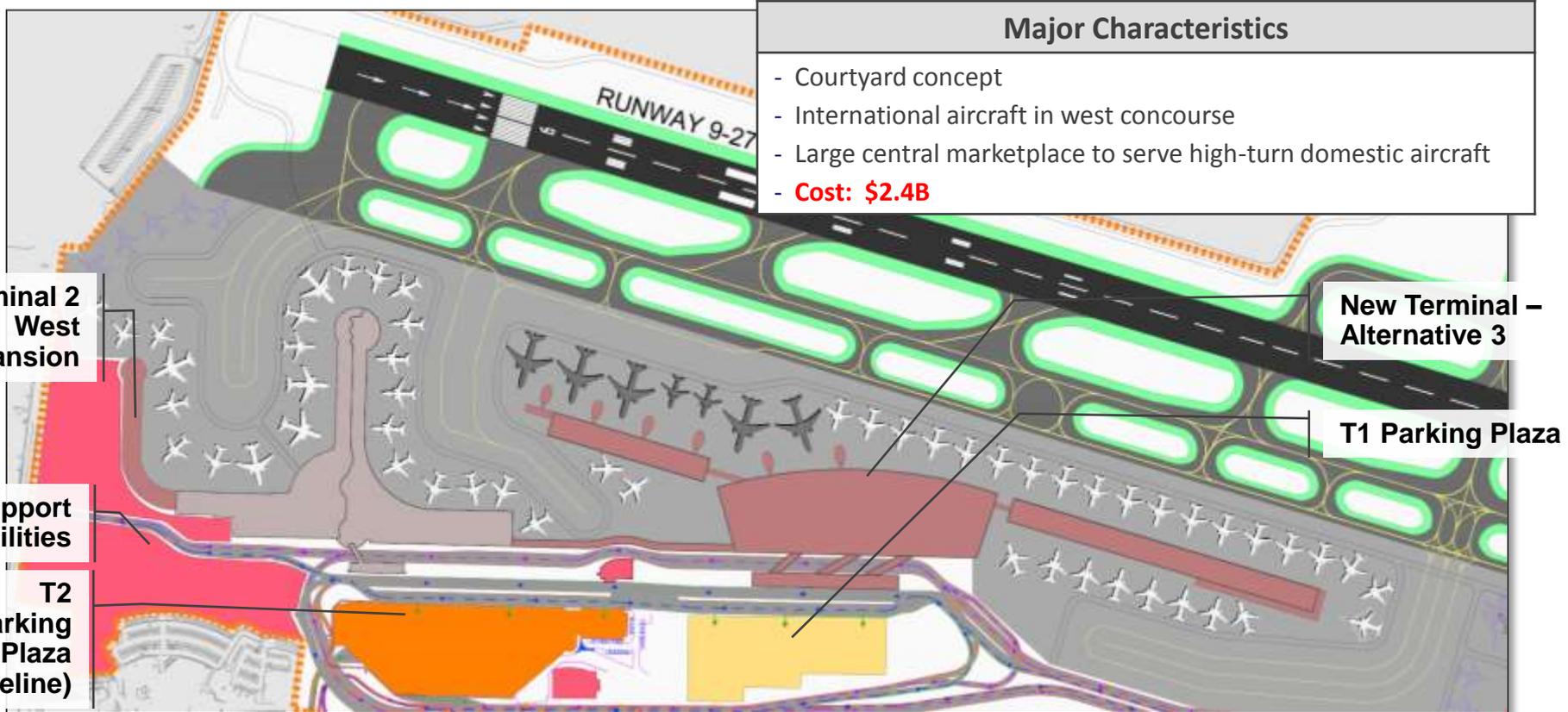
# Alternative 1 - Proposed Implementation



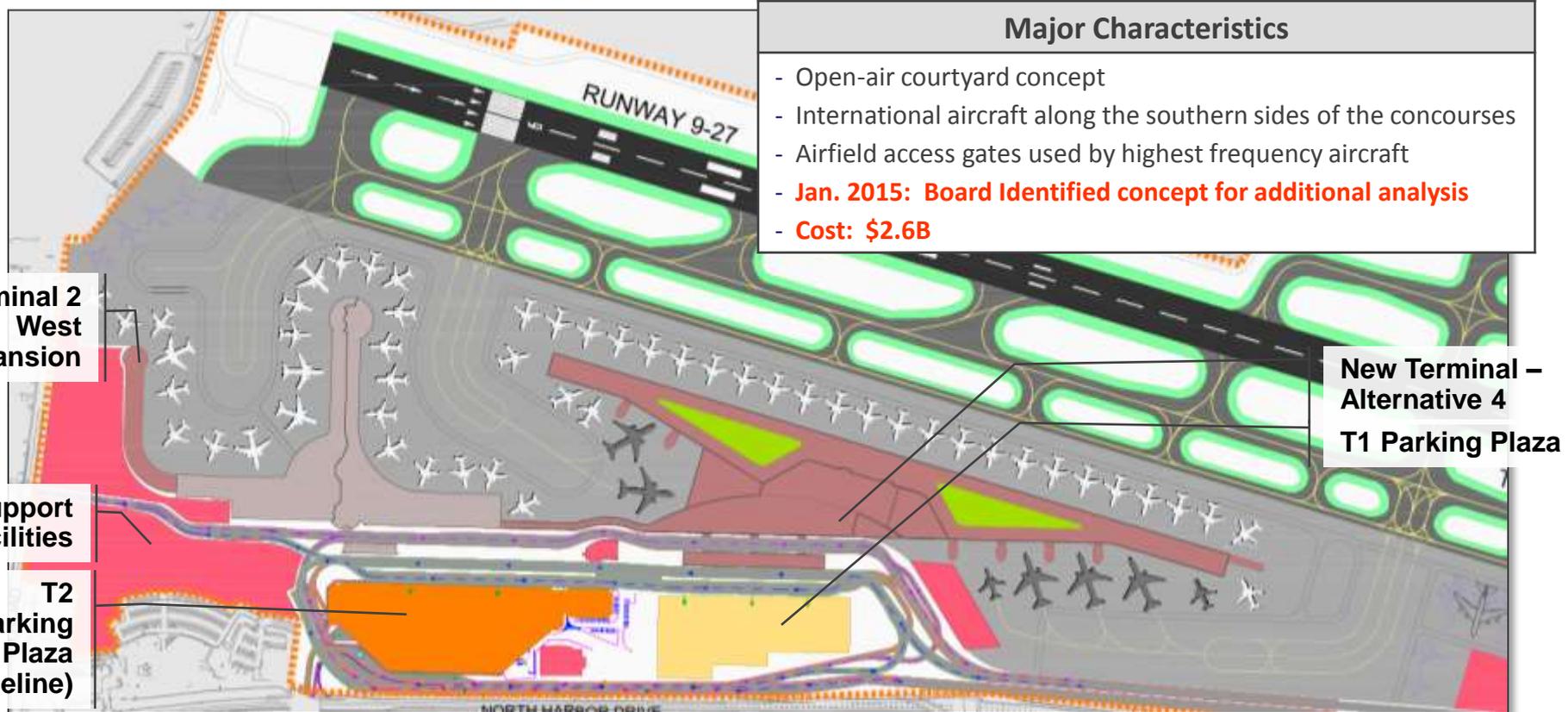
# Alternative 2 - Ultimate Configuration



# Alternative 3 - Ultimate Configuration



# Alternative 4 - Ultimate Configuration



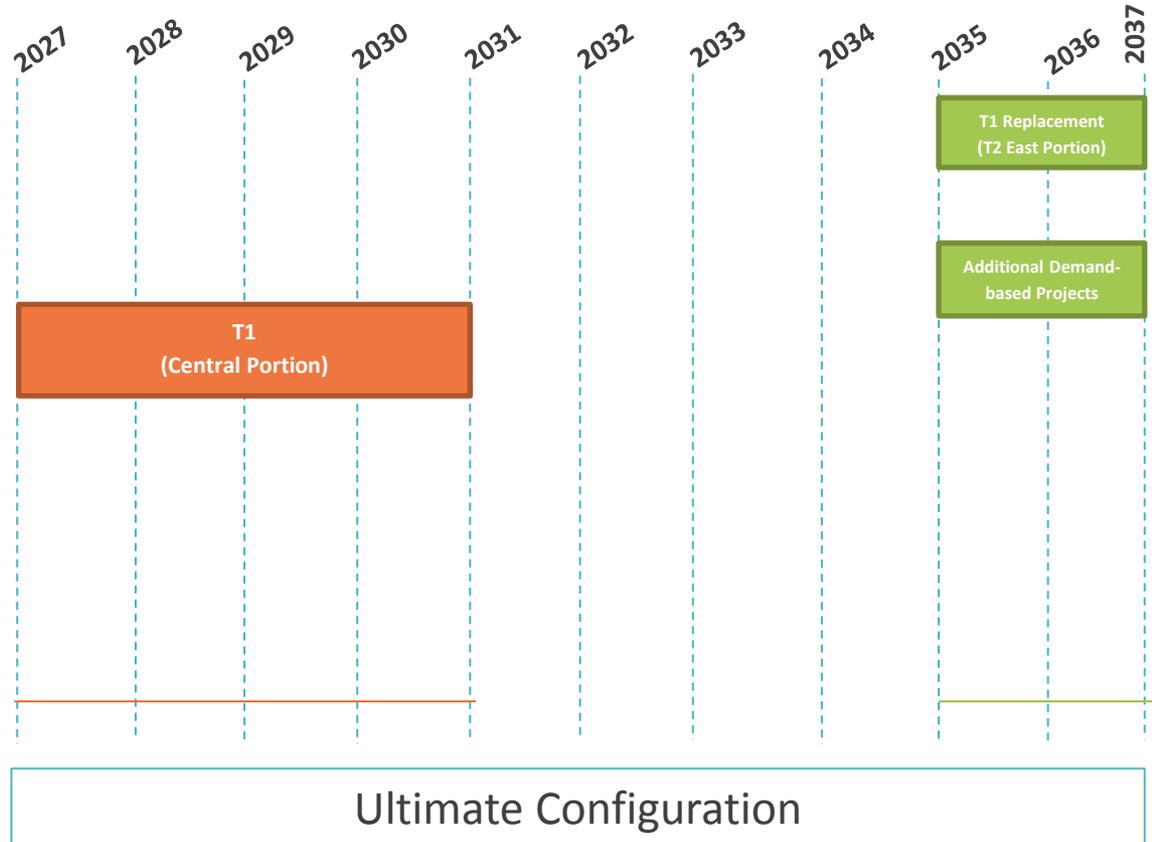
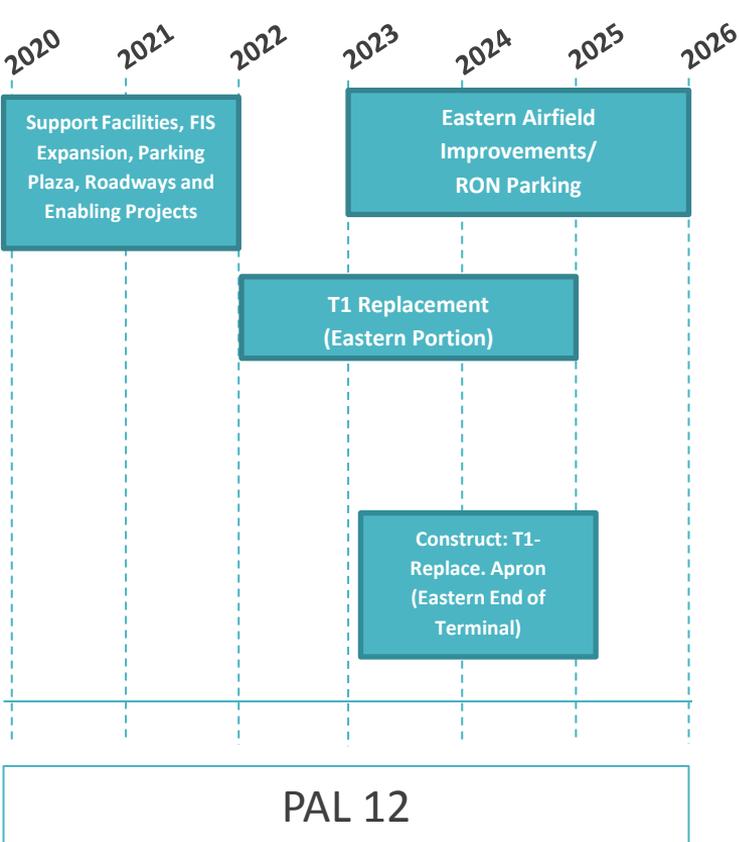
## Major Characteristics

- Open-air courtyard concept
- International aircraft along the southern sides of the concourses
- Airfield access gates used by highest frequency aircraft
- **Jan. 2015: Board Identified concept for additional analysis**
- **Cost: \$2.6B**

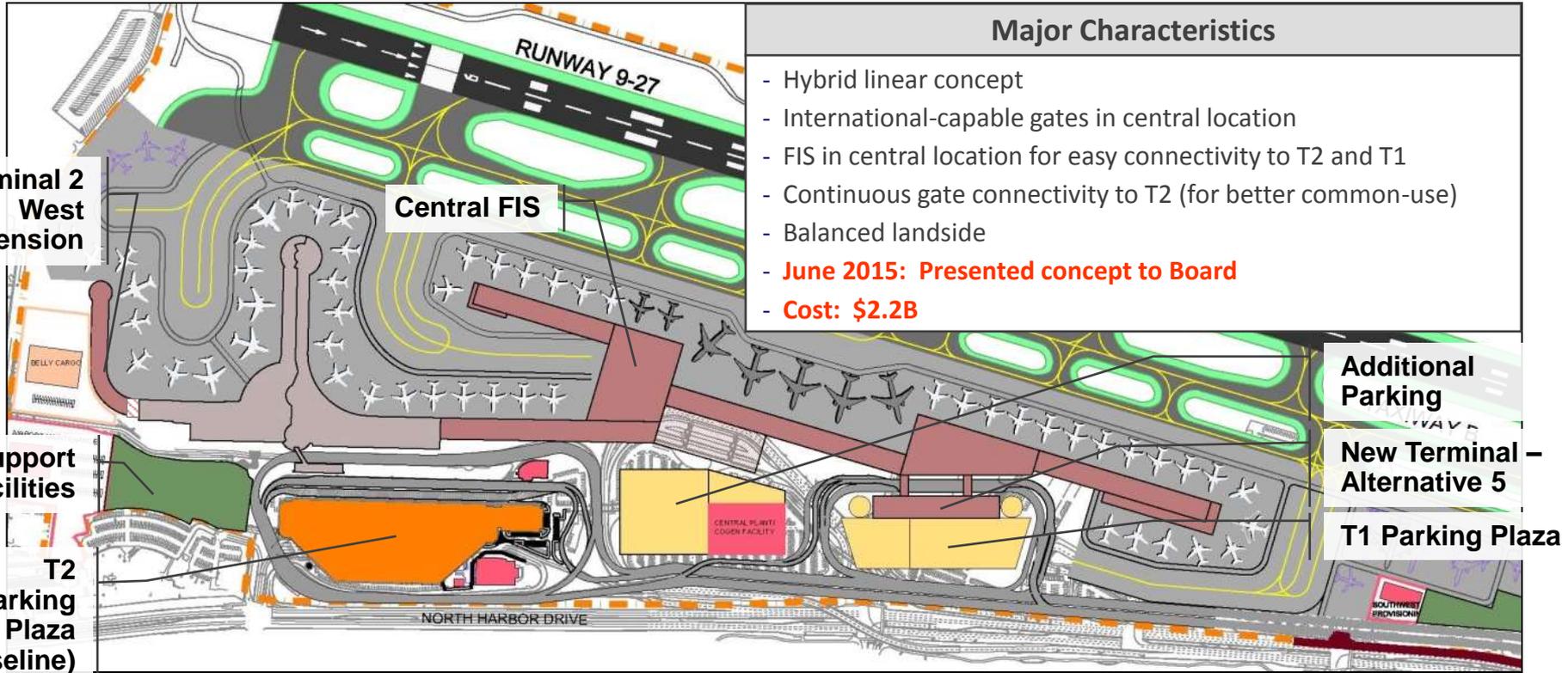
# Alternative 4 - Ultimate Configuration



# Alternative 4 - Proposed Implementation



# Alternative 5 - Ultimate Configuration



## Major Characteristics

- Hybrid linear concept
- International-capable gates in central location
- FIS in central location for easy connectivity to T2 and T1
- Continuous gate connectivity to T2 (for better common-use)
- Balanced landside
- **June 2015: Presented concept to Board**
- **Cost: \$2.2B**

Additional Parking

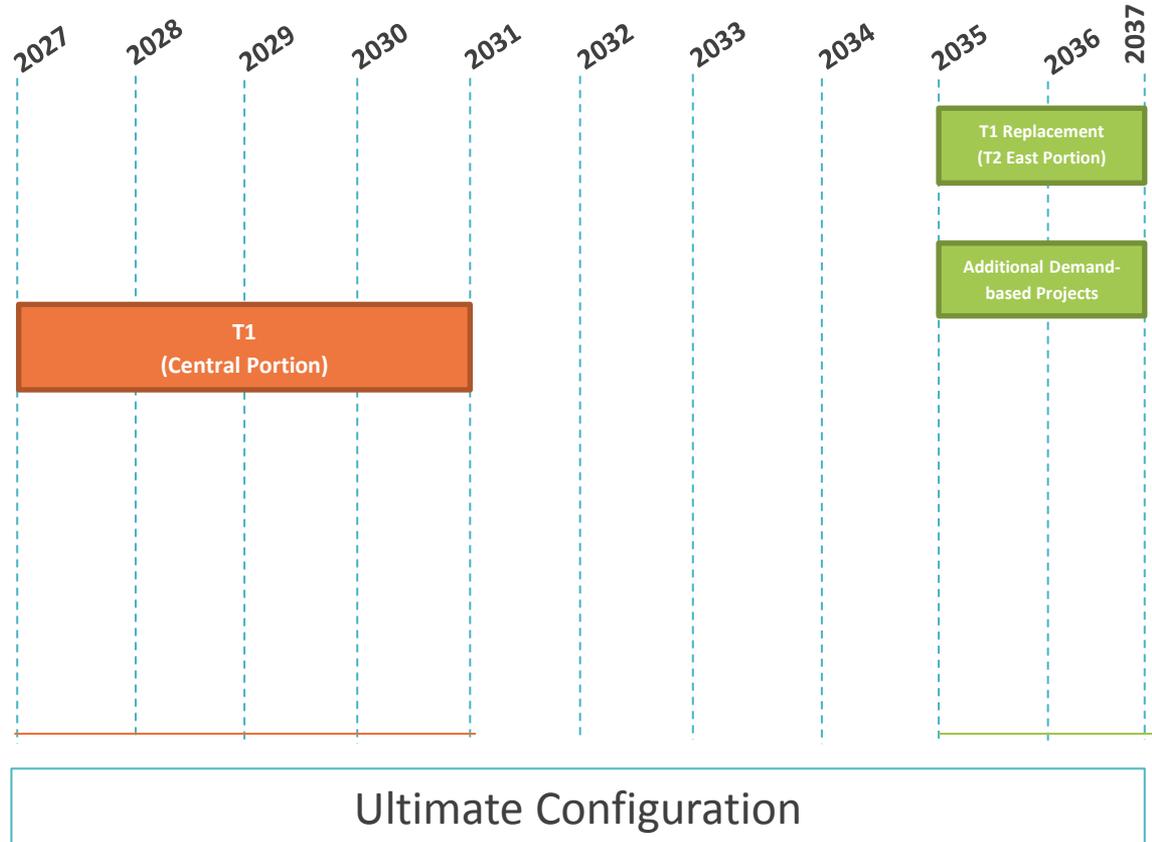
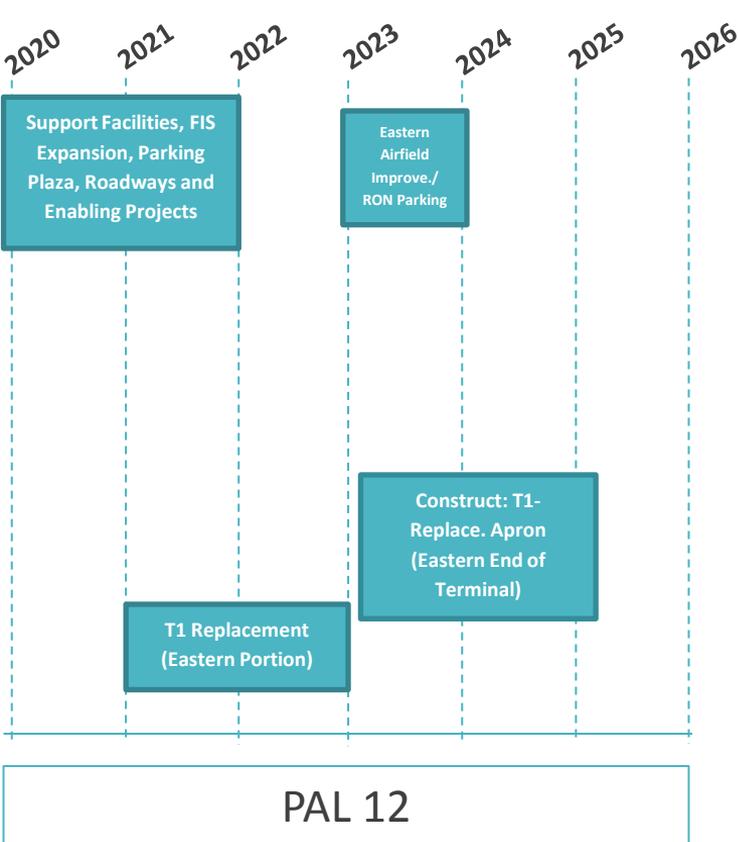
New Terminal - Alternative 5

T1 Parking Plaza

# Alternative 5 - Ultimate Configuration



# Alternative 5 - Proposed Implementation



# Alternatives Evaluation Summary Results (PAL 12)

Category	Goal	PAL 12 Scores			
		Alt. 1	Alt. 4	Alt. 5	
Ground access	Improve access to the airport and accommodate parking demand	6	6	5	
Passenger terminal facilities	Develop passenger terminal facilities to efficiently accommodate high levels of passenger satisfaction	37	34	25	
Sustainability	Provide a plan that meets needs without compromising fiscal or environmental conditions for future generations	17	11	11	
Land Development	Optimize the productive use of Airport properties	3	5	4	
Social Responsibility	Provide a plan that meets needs and offers opportunities to enhance the San Diego community	3	3	3	
Note: The lower the score the higher the ranking		<b>Total Score</b>	<b>66</b>	<b>59</b>	<b>48</b>
		<b>Ranking</b>	<b>3</b>	<b>2</b>	<b>1</b>

# Alternatives Evaluation Summary Results (Ultimate Build-Out)

Category	Goal	Ultimate Build-Out			
		Alt. 1	Alt. 4	Alt. 5	
Ground access	Improve access to the airport and accommodate parking demand	12	12	10	
Passenger terminal facilities	Develop passenger terminal facilities to efficiently accommodate high levels of passenger satisfaction	76	68	67	
Sustainability	Provide a plan that meets needs without compromising fiscal or environmental conditions for future generations	35	34	37	
Land Development	Optimize the productive use of Airport properties	6	10	8	
Social Responsibility	Provide a plan that meets needs and offers opportunities to enhance the San Diego community	9	8	10	
Note: The lower the score the higher the ranking		<b>Total Score</b>	<b>138</b>	<b>132</b>	<b>132</b>
		<b>Ranking</b>	<b>3</b>	<b>1</b>	<b>1</b>

# Alternatives Evaluation Summary Results

	Alt. 1	Alt. 4	Alt. 5
PAL 12	66	59	48
Ultimate Build-Out	138	132	132

Note: The lower the score the higher the ranking

# Primary Characteristics

	PAL 12			Ultimate Configuration			Legend
	Alt. 1	Alt. 4	Alt. 5	Alt. 1	Alt. 4	Alt. 5	
Gates	52	52	52	61	61	61	Favorable
Constructability <sup>1/</sup>	2	3	1	3	2	1	Moderate
Consistent with Rwy. Recon. <sup>1/</sup>	2	2	1	n/a	n/a	n/a	Negative

<sup>1/</sup> Ranked 1 (Favorable) to 3 (Negative)

# ADP Rough Order of Magnitude Preliminary Costs

- ROM cost estimates include new terminal and associated improvements (e.g., taxilane, curbsides, parking garage, support facilities)
- Costs will be refined after the preferred development alternative is selected

	Alt. 1	Alt. 2	Alt. 3	Alt. 4	Alt. 5
Capital Cost (\$billions, 2015 dollars)	\$ 2.3*	\$ 2.4	\$ 2.4	\$ 2.6	\$ 2.2

\*includes \$233 million cost of replacing T2E



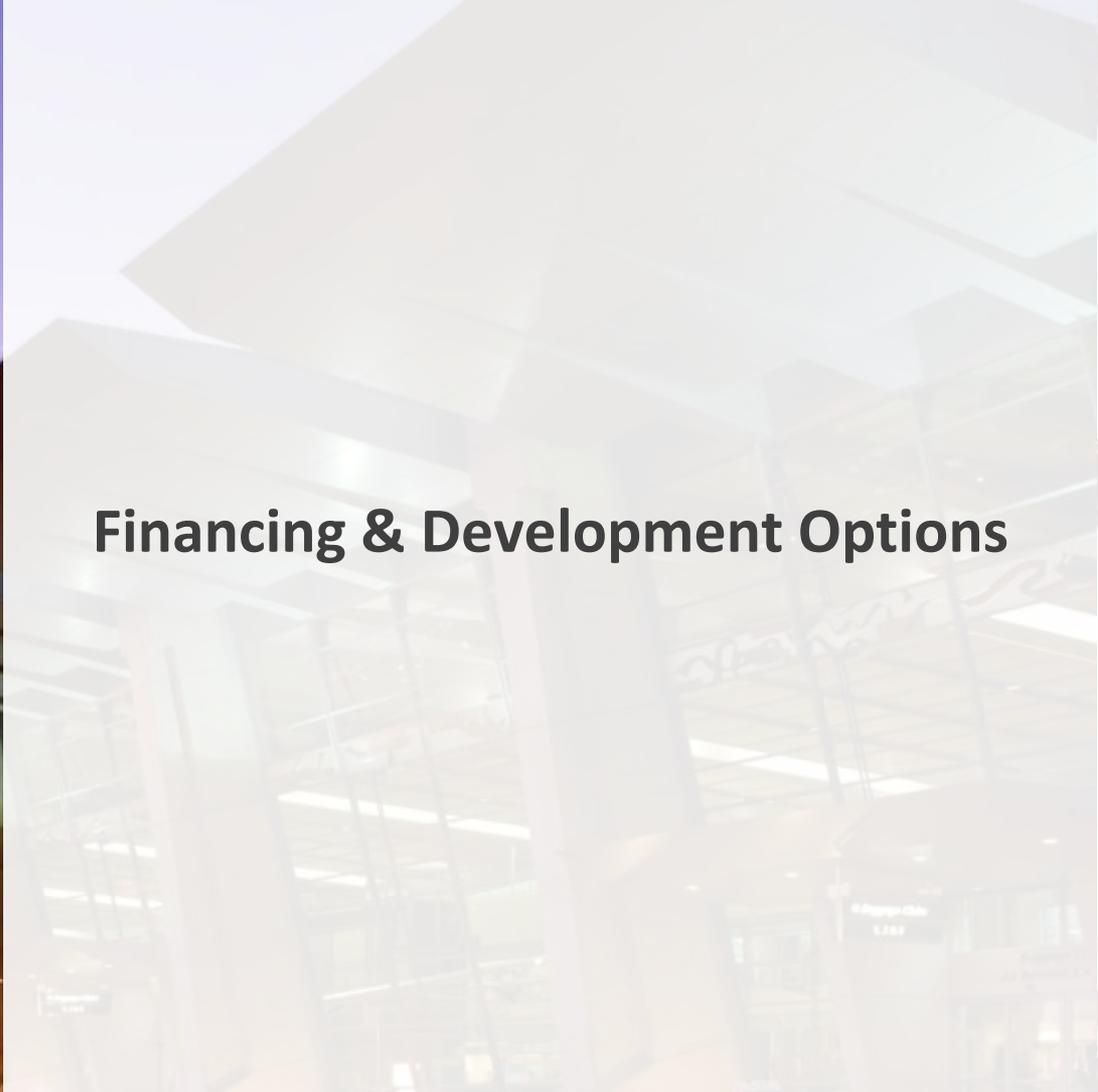
# Preliminary Financial Plan



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## Financing & Development Options



# Overview

- **ADP alternatives and 20-Year CIP were evaluated for financial feasibility**
- **Alternative 5 provides comparatively the best financial outcome**
  - Modular approach – ability to segment development if necessary
  - Lowest cost alternative
- **Financial Evaluation indicates project costs of \$1.0 billion are viable**
  - Assumes 35-Year bonds issued in 2019 and debt service begins in 2022
  - Project costs in excess of \$1.0 billion will require additional debt funding
    - Repayment of this additional debt would require incremental revenues, reduced expenses/capital costs, and/or delayed implementation

# Financing & Development Options

	Advantages	Disadvantages	Comments
<b>Option 1: GARB Financing (Authority owned &amp; developed facility)</b>	<ul style="list-style-type: none"> <li>• Lowest borrowing cost</li> <li>• Authority retains potential financial upside</li> <li>• Authority retains control – it can limit length of lease term of tenants to provide future flexibility</li> </ul>	<ul style="list-style-type: none"> <li>• Impact on coverage and debt capacity (i.e., need to generate 1.5x coverage on debt service per Authority policy <i>or amend policy</i>)</li> <li>• Financial risks – An underutilized facility would stress the Authority’s financial position and credit ratings (e.g., airline consolidation, route change , economic slowdown)</li> </ul>	<ul style="list-style-type: none"> <li>• Most U.S. airports fund facilities with GARB debt due to the low cost of borrowing</li> </ul>
<b>Option 2: Tenant Financing*</b>	<ul style="list-style-type: none"> <li>• Access to tax-exempt financing</li> <li>• Less additional Authority debt (although Authority would fund non-terminal infrastructure)</li> <li>• Additional development expertise</li> </ul>	<ul style="list-style-type: none"> <li>• Significantly less Authority control (e.g., tenant selection, airline relocation)</li> <li>• Limited financial upside – Authority return likely limited to ground rent (e.g., FBO)</li> </ul>	<ul style="list-style-type: none"> <li>• Potential investment by Airlines</li> </ul>
<b>Option 3: Public-Private Partnership*</b>	<ul style="list-style-type: none"> <li>• Off-balance sheet for the Authority</li> <li>• Allows for risk transfer</li> <li>• Accesses development expertise of private partner</li> <li>• Access to tax-exempt financing</li> </ul>	<ul style="list-style-type: none"> <li>• Significantly less Authority control</li> <li>• Higher financing costs</li> <li>• Unproven model in the US</li> <li>• Funding limitations in non-revenue producing elements of program</li> <li>• May reduce Authority financial return</li> </ul>	<ul style="list-style-type: none"> <li>• Limited PPP history for U.S. airports</li> </ul>

\* Options represent alternative financing mechanisms but do not increase funding capacity

# Tenant Financing Summary

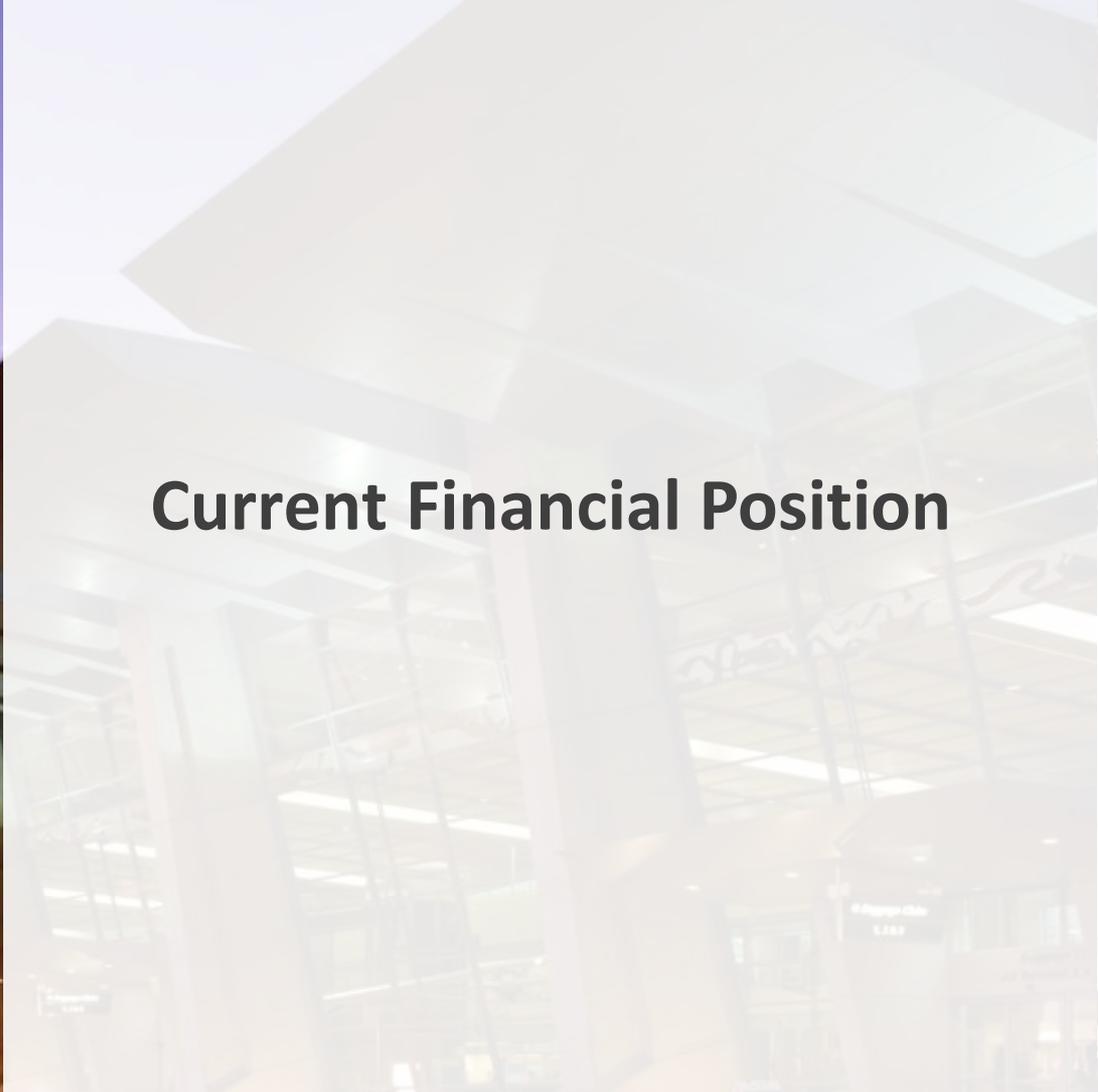
- Airlines have at times funded and developed their terminals e.g. JFK, La Guardia, Newark, Boston, LAX and Houston
- Recent examples of tenant financing at LAX, Houston Hobby, Love Field and Ft. Lauderdale utilized airlines to manage terminal construction with the airport subsequently purchasing the completed facilities
- Scope and magnitude of ADP may not be ideal for tenant funding opportunities

# Public Private Partnership (P3) Overview

- P3s are alternative project delivery mechanisms; they do not provide additional funding capacity
- P3s are funded with project debt and equity, which have a higher cost compared to GARB debt
  - Project Debt: Bonds could increase debt costs by 50-100 bps or more
  - Equity: Targeted minimum rate of return 12% to 15% or more

# Public Private Partnership (P3) Overview (cont.)

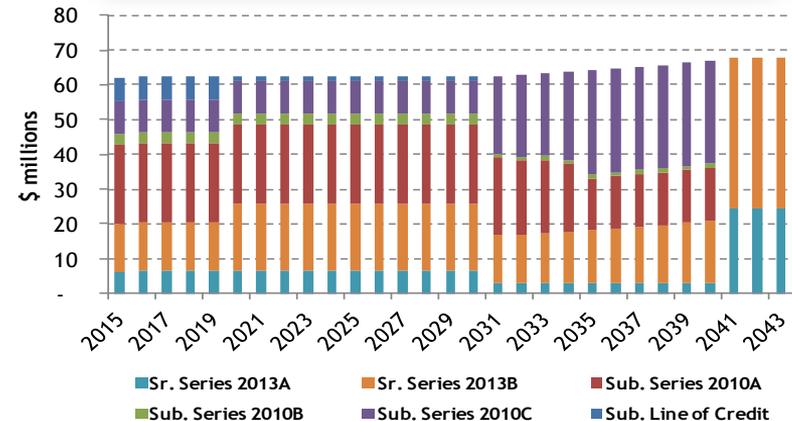
- The potential value provided by a P3 is derived from Project Delivery benefits
  - DBFOM (design-build-finance-operate-maintain) which may reduce total cost of ownership and time for planning and construction to deliver a project
  - Optimization of Revenue Sources and Operational Efficiencies:
    - Private developer may bring certain expertise to optimize concession revenues
    - Building life cycle costs may be reduced to enhance the economics of a project
  - Risk Transfers: Some risks may be transferred from the public sponsor to the private developer
- The limitations provided by a P3:
  - Require long-term leases (30-50 years)
  - Various covenants (e.g., limitations on the public sponsor's rights to expand competing facilities) to protect their investment, and limit the public sector's control



# Current Financial Position

# Current Financial Position

- The Authority successfully implemented the Green Build and the rolling five-year Capital Improvement Program
- Maintained strong senior (A1/A+/A+) and subordinate lien ratings (A2/A/A)
- Significant General Airport Revenue Bond (GARB) debt was added in order to complete these capital programs
  - Approximately \$30 million per year of SAN's PFCs are programmed to pay debt service
  - FY 2015 Audited Airline Cost per EPAX (CPE): \$10.26
  - FY 2015 Audited GARB Debt per EPAX: \$102



# Impact on SDCRAA Credit Ratings

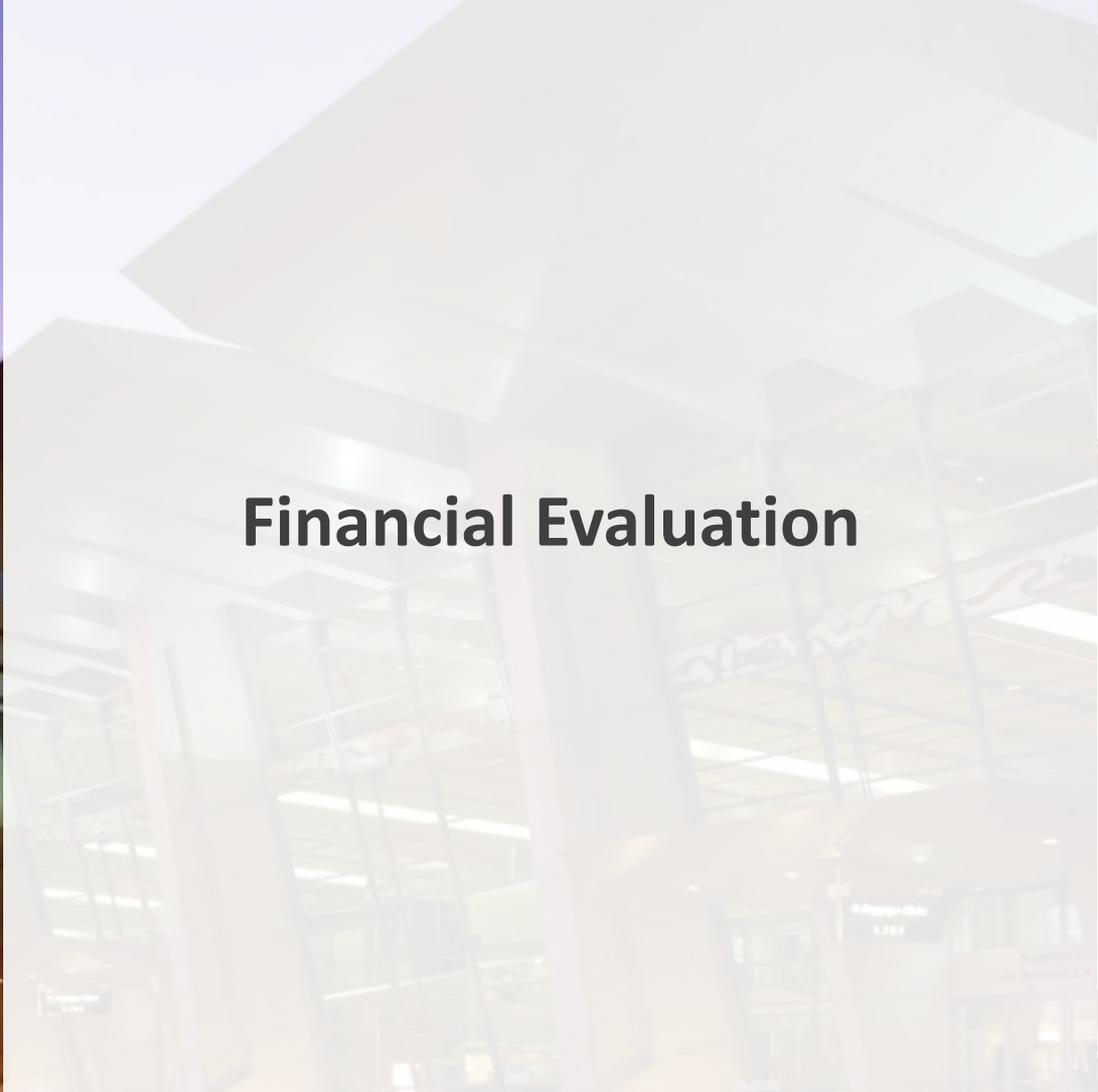
- Without strong supporting metrics (especially debt service coverage) significant additional leverage may result in reduced credit ratings and increased financing costs

## Moody's Medians - Selected Airport Financial Metrics

	Current SAN (Audited FY 2015)	Large Hub Airports	A1-rated Airports	Compensatory Airports
GARB Debt per EPAX	\$102	\$114	\$81	\$61
Airline Cost per EPAX	\$10.26	\$10.40	\$8.88	\$7.60
GARB Debt Service Coverage (Aggregate by Bond Ordinance)	2.24x	1.56x	1.74x	1.66x



# Financial Evaluation



# ADP Rough Order of Magnitude Preliminary Costs

- ROM cost estimates include new terminal and associated improvements (e.g., taxilane, curbsides, parking garage, support facilities)
- Costs will be refined after the preferred development alternative is selected

	Alt. 1	Alt. 2	Alt. 3	Alt. 4	Alt. 5
Capital Cost (\$billions, 2015 dollars)	\$ 2.3*	\$ 2.4	\$ 2.4	\$ 2.6	\$ 2.2

\*includes \$233 million cost of replacing T2E

# Scope of Financial Evaluation

## Items included in Financial Evaluation

**ADP Financial evaluation conducted on alternatives 1, 4 and 5**

## **20-Year Capital Improvement Program**

- Building system upgrades such as roofing, HVAC, electrical, vertical conveyance
- Taxiway B relocation, Taxiway J construction, Runway (Mill, Overlay, and Replace)

# Major Assumptions of Financial Evaluation

- **Enplanement growth at 1.5% per annum**
- **Inflation escalator applied to capital costs of 2.5% per annum**
- **Bond funded rate 6.5%, 35-year term**
  - Bond Funding assumed to begin in 2019
- **Authority Revenue Growth of 3.2%-3.5% per annum**
  - **Current Airline Operating Agreement rate methodology (blended rate)**
  - **No new AIP Discretionary grants assumed; \$3.5M annually for entitlement grants**
  - **PFC collection rate of \$4.50**
  - **Non-airline Revenue**
    - Additional concessions revenue added with new terminal at levels consistent with T2W Sales per enplanement
    - All other non-airline revenue assumed to grow at 2.00%
- **Expenses assumed to grow at 3.15% per annum**

# Impact on SDCRAA Financial Metrics

- Coverage falls below 1.25x on all scenarios
  - Significant additional revenues required
  - Estimated project costs of \$1.0 billion appear feasible
- Debt per EPAX above \$250 from 2020 onward

	Current SAN (Audited FY 2015)	Large Hub Airports <sup>1</sup>	A1-rated Airports <sup>1</sup>	Alt. 1		Alt. 4		Alt. 5	
				2020	2035	2020	2035	2020	2035
GARB Debt per EPAX	\$102	\$114	\$81	\$181	\$269	\$202	\$336	\$185	\$240
<b>GARB Debt High Point</b>				<b>\$314</b>		<b>\$345</b>		<b>\$257</b>	
Airline Cost per EPAX	\$10.26	\$10.40	\$8.88	\$ 12.33	\$24.52	\$ 12.33	\$ 26.48	\$ 12.33	\$23.36
<b>CPE High Point</b>				<b>\$24.52</b>		<b>\$26.48</b>		<b>\$23.36</b>	
GARB Debt Service Coverage	2.24x	1.56x	1.74x	2.53x	1.04x	2.53x	1.02x	2.53x	1.07x
<b>Coverage Low Point</b>				<b>1.01x</b>		<b>.99x</b>		<b>1.07x</b>	

<sup>1</sup>Moody's Medians – Selected Airport Financial Metrics

# Financial Summary

- **ADP alternatives and 20- Year CIP were evaluated for financial feasibility**
- **Alternative 5 provides comparatively the best financial outcome**
  - Modular approach – Ability to segment development if necessary
  - Lowest cost alternative
- **Financial Evaluation indicates project costs of \$1.0 billion are viable**
  - Assumes 35-Year bonds issued in 2019 and debt service begins in 2022
  - Project costs in excess of \$1.0 billion will require additional debt funding
    - Repayment of this additional debt would require incremental revenues, reduced expenses/capital costs, and/or delayed implementation

# Financial Summary (Cont'd.)

- **Once a selection of the preferred alternative is made and Environmental Analysis begins, Staff will continue business discussions with the Airlines and further refine the Plan as the phasing and cost estimates are advanced**
- **Updates to the Financial Plan will be brought back to the Board during the Environmental Analysis with the final plan to be presented for approval at the completion of the process**



D

# Next Steps



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# Next Steps

- **Begin Environmental Analyses**
  - Duration: 18 – 24 months (summer / fall 2017)
- **Continue developing regionally-supported Airport Access Road Alternative**
- **Further refine the Financial Plan as the phasing and cost estimates are advanced**

# Staff Request

- **Provide direction on a Preferred Alternative**
- **Direct staff to begin preparing the Environmental Analyses**

# QUESTIONS



**SAN DIEGO**  
INTERNATIONAL AIRPORT

LET'S GO.

• Ticketing  
U.S. Airways



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

Item No.  
**15**

Meeting Date: **NOVEMBER 19, 2015**

**Subject:**

**Adopt Authority Policy 8.63 – Privacy of Personal Information**

**Recommendation:**

Adopt Resolution No. 2015-0124, approving the adoption of Authority Policy 8.63 – Privacy of Personal Information.

**Background/Justification:**

At its July 23, 2015 Board meeting, staff provided the Board with an update on the Authority's business development initiatives. Some of the technology initiatives planned for implementation could potentially require the collection of personal information from members of the public, as well as, Authority tenants and employees.

During the presentation, there was discussion among Board members regarding the collection of personal information. The primary concern was the lack of a policy to address privacy and protection of personal information.

Currently the Authority is collecting personal information from customers who valet their car at the airport and make reservations using the parking reservation system. The Authority will be implementing a SDIA Mobile App within the next few months that will also collect personal information from customers.

Examples of some of the information currently and proposed to be collected includes:

- Customer names,
- Credit card information,
- Phone numbers,
- Home addresses,
- E-mail addresses,
- Make and model of personal vehicles, and
- Aggregate demographic data such as age, preferences, locations.

This data is used for customer service purposes and to help create better products and services for our customers.

Any airport business that collects credit card information as part of their operation must comply with the Payment Card Industry Data Security Standard (PCI DSS). The PCI DSS standard establishes the requirements to ensure all who process, store or transmit credit card information maintain a secure environment. All other personal information collected

**Page 2 of 2**

from Authority customers is stored and protected on secure servers. Access and release of this information complies with established law.

In regards to personal information collected on Authority contractors, employees and tenants, there are specific laws staff must follow that governs the protection and release of this information. The Aviation and Security department collects personal information on all of these groups in order to conduct background checks, which is required before an Airport badge can be issued. The Talent, Culture and Capability Department collects personal information on Authority employees for benefits, employment and payroll purposes.

Personal information collected on Authority contractors, employees and tenants is stored and protected on secure servers located on-site and with third party vendors (i.e. Ace Parking, Microsoft, etc.). The records and information maintained in these systems are maintained in accordance with the Authority’s Records and Information Management program, which covers access and record retention.

The Authority recognizes that privacy is a personal and fundamental right protected by Section 1 of Article I of the California Constitution and the U.S. Constitution. The proposed policy was developed to ensure that the Authority is only collecting personal information that is needed and to ensure that the information is protected.

**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:**

TONY R. RUSSELL  
DIRECTOR, CORPORATE AND INFORMATION GOVERNANCE

RESOLUTION NO. 2015-0124

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY, APPROVING THE ADOPTION OF  
AUTHORITY POLICY 8.63 – PRIVACY OF  
PERSONAL INFORMATION

WHEREAS, the Board recognizes that privacy is a personal and fundamental right protected by Section 1 of Article I of the California Constitution and the U.S. Constitution; and

WHEREAS, in its normal course of business, the Authority may collect, maintain, use and store personal information related to the public, Authority tenants and employees; and

WHEREAS, the Board wishes to establish a policy to address the privacy and protection of personal information.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the adoption of Authority Policy 8.63 - Privacy of Personal Information (Attachment A); and

BE IT FURTHER RESOLVED that 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 November, 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

### POLICIES

- ARTICLE 8 - GENERAL OPERATIONS**  
**PART 8.6 - DOCUMENTS AND RECORDS**  
**SECTION 8.63 - PRIVACY OF PERSONAL INFORMATION**
- 

**PURPOSE:** To establish a policy statement of the San Diego County Regional Airport Authority (the "Authority") for the prudent and reasonable protection of personal information ("PI") to the extent practicable.

**POLICY STATEMENT:**

(1) The Authority recognizes that privacy is a personal and fundamental right protected by Section 1 of Article I of the California Constitution, the U.S. Constitution, federal and state laws. The Authority will not sell, lease or intentionally share PI in its possession with anyone else, except as follows:

- (a) to the extent the Authority deems it necessary in furtherance of and for the purpose it was submitted;
- (b) for use by an Authority employee acting solely in his or her official capacity;
- (c) to help locate the owner of lost property;
- (d) where required by applicable laws, including the California Public Records Act (Cal. Gov. Code § 6250 *et seq.*);
- (e) where compelled by court order;
- (f) where consented-to by the subject individual;
- (g) where already in the public domain;
- (h) where provided to the Authority on a public record or other record in furtherance of conducting business with the Authority (e.g., a meeting sign-in sheet or responses to requests for proposals, qualifications or bids); or
- (i) in the course of an Authority or law enforcement investigation.

(2) In the event of any data breach of Authority records that includes PI, the Authority will make reasonable attempts to notify the owner(s) following discovery, where the PI was, or is reasonably believed to have been, accessed and/or acquired by an unauthorized person.

(3) Examples of Authority-protected PI elements include, but are not limited to:

- (a) user name and password;
- (b) full social security number;
- (c) driver's license number;
- (d) citizenship/legal status;
- (e) race/ethnicity;
- (f) birth date;
- (g) home and personal cell telephone numbers;
- (h) personal email address, mailing and home address;
- (i) religious preference;
- (j) security clearance;
- (k) mother's middle and maiden names;
- (l) family information: marital status, spouse information, child information, emergency contact information;
- (m) biometric information;
- (n) medical information;
- (o) disability information;
- (p) law enforcement records; and
- (q) military records.

(4) Examples of PI elements not protected by the Authority include, but are not limited to:

- (a) name and job description;
- (b) office location; \*
- (c) office and work cell telephone numbers; \*
- (d) business e-mail address;
- (e) information provided to the Authority on a meeting sign-in sheet or responses to requests for proposals, qualifications or bids; \*
- (f) badge number; and \*
- (g) salary, benefits and pension amounts.

\* *Except where disclosure is discretionary or would be in violation of local, state, or federal statutes; or release of such information would potentially jeopardize the safety of the individual.*

[Adopted by Resolution No. 2015-[X] dated November [X], 2015.]



# Proposed Authority Policy 8.63 - Privacy of Personal Information

Presented by:  
Tony R. Russell, CRM, MMC  
Director, Corporate and Information Governance/  
Authority Clerk

November 19, 2015



# Overview

- Purpose
- Current Impacts
- Anticipated/Future Impacts
- Legal and Regulatory Compliance
- Authority Employment Standards
- Information Protection and Security
- Records and Information Retention



# Purpose

Establish a policy for the prudent and reasonable protection of personal information

# Current Impacts



- Flash Valet (*Valet Parking System*)
  - Customer Name, Phone Number, Flight Info and Vehicle Info
- Parking Reservation System
  - Name, address, e-mail address and phone number
- Airport Employees (*Tenants*)
  - Employee name, e-mail address, phone number and company name

# Current Impacts, (cont'd)



- **Aviation and Security Information** *(To conduct background checks for the issuance of airport badges)*
- **Authority Employees**
  - Name, address, birth date, phone number, social security number, medical information, etc.

# Anticipated/Future Impacts



- Mobile Apps
  - Demographic information such as age, preferences (*food, parking, frequency of travel, etc.*) and location
- Customer Loyalty Program (*associated with frequent patronage of our parking and concessions programs*)
- Parking Reservations (*Currently have a parking reservation system, plan to increase marketing this service*)
  - Name, address, e-mail address and phone number

# Legal and Regulatory Compliance

- U.S. Constitution
- California Constitution (*Section 1 of Article I*)
- Payment Card Industry Data Security Standard
- California Online Privacy Protection Act (OPPA) of 2003
- California Public Records Act
- Health Insurance Portability and Accountability Act
- Homeland Security, TSA and Law Enforcement Regulations

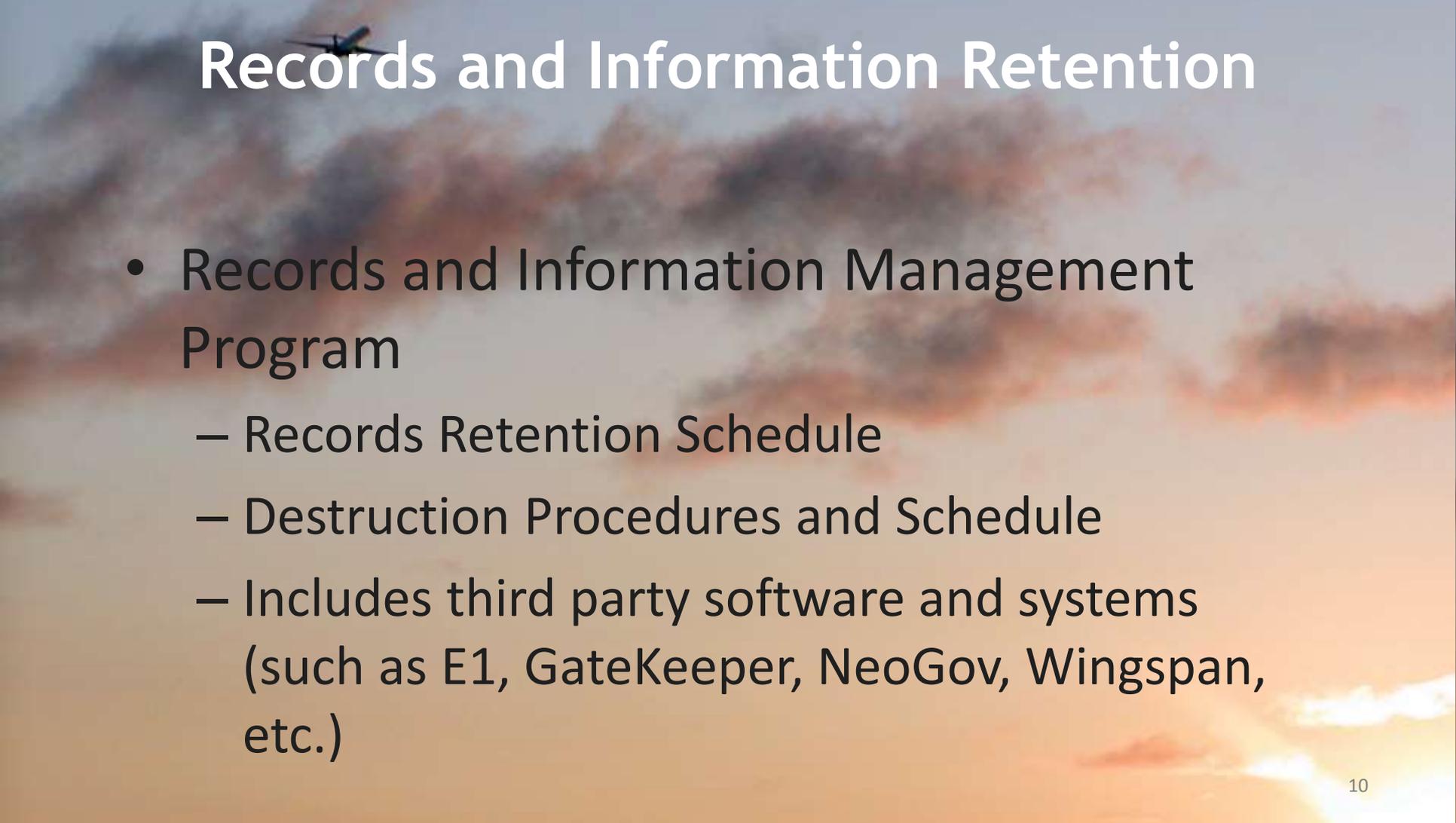
# Authority Employment Standards

- Workplace Privacy
- Post Job Offer/Pre-Employment Evaluations
- Personnel Records
  - Employment Verifications/References

# Information Protection and Security



- Typical network security (i.e., firewall, intrusion prevention system, intrusion detection system)
- Encryption (i.e., E1 data, MS Office 365)
- Audits (i.e., PCI-DSS audit)
- Cyber Security Specialist hired to oversee all aspects of Cyber security.



# Records and Information Retention

- Records and Information Management Program
  - Records Retention Schedule
  - Destruction Procedures and Schedule
  - Includes third party software and systems (such as E1, GateKeeper, NeoGov, Wingspan, etc.)



Questions?



**SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY**

Meeting Date: **NOVEMBER 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 2015-2016 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**

**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 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:** 10/27/2015 **PLANNED DATE OF DEPARTURE/RETURN:** 2/2/2016 / 2/5/2016

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

Destination: Orlando, FL

Purpose: Attend ACI-NA CEO Forum & Winter Board of Directors Meeting

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

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 500.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 100.00

**B. LODGING** \$ 780.00

**C. MEALS** \$ 300.00

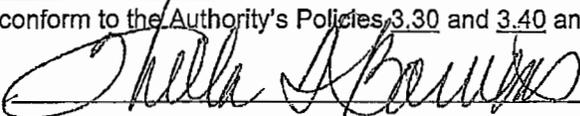
**D. SEMINAR AND CONFERENCE FEES** \$ 695.00

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

**F. OTHER INCIDENTAL EXPENSES** \$ 50.00

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 2425.00

**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: 10/27/15

**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.)

**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: 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: 10/27/15 PLANNED DATE OF DEPARTURE/RETURN: 1/28/2016 / 1/29/2016

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

Destination: Irvine, CA Purpose: Attend ACRP Oversight Committee Meeting

Explanation:

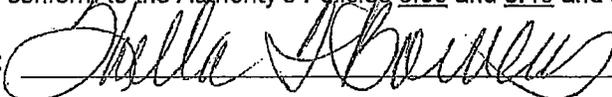
NOTE: The cost of the trip is being paid for by ACRP. The estimated expenses are for information only.

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	100.00
B. LODGING	\$	200.00
C. MEALS	\$	100.00
D. SEMINAR AND CONFERENCE FEES	\$	
E. ENTERTAINMENT (If applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$</b>	<b>450.00</b>

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

Travelers Signature:  Date: 10/27/15

**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.)

**BRETON K. LOBNER**

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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

Travelers Name: Bretton K. Lobner Dept: 15

Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 8/11/15 PLANNED DATE OF DEPARTURE/RETURN: 8/16/15 / 8/18/2015

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

Destination: Marina del Rey, CA Purpose: ABA Air and Space Law Forum Panel  
Explanation: ABA Forum Meeting

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	_____
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	_____
B. LODGING	\$	_____
C. MEALS	\$	100.00
D. SEMINAR AND CONFERENCE FEES	\$	_____
E. ENTERTAINMENT (If applicable)	\$	_____
F. OTHER INCIDENTAL EXPENSES	\$	_____
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$</b>	<b>_____</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: *Bretton K. Lobner* Date: 8/11/15

**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: *R. Jean* Date: 8.12.15

**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**

**ROBERT GLEASON**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**TRAVEL EXPENSE REPORT - Board Members**

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

Board member name:

Robert Gleason

Departure Date:

9/27/2015

Return Date:

9/30/2015

Report Due:

10/30/15

Destination:

Washington, D.C.

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.

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

<sup>4</sup> Travel and Lodging Expense Reimbursement Policy 3.40

	Authority Expenses (Prepaid by Athly)	Board Member Expenses							TOTALS	
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY		
		9/27/15	9/28/15	9/29/15	9/30/15					
<b>Daily PerDiem Limitations:</b>										
**GSA Daily Hotel Rate or Conference Hotel Rate		325.00	325.00	325.00						
**GSA Daily Meals, Entertainment & Incidentals (ME&I)		71.00	71.00	71.00						
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	477.20									0.00
Conference Fees (provide copy of flyer/registration expenses)	1,299.00									0.00
Rental Car										0.00
Gas and Oil										0.00
Garage/Parking										0.00
Mileage - attach mileage form										0.00
Taxi/Shuttle Fare (include tips pd.) To/From meetings, airport, etc.			36.61	36.11	75.00					147.72
Hotel - Actual Expense Paid - Excluding Taxes		325.00	325.00	325.00						
Allowable Hotel (Lessor of Actual or GSA Allowance)		325.00	325.00	325.00	0.00	0.00	0.00	0.00		975.00
Hotel Taxes Paid		47.13	47.13	47.13						141.39
Telephone, Internet and Fax										0.00
Laundry										0.00
<b>Meals, Entertainment &amp; Incidentals (M,E&amp;I):</b>										
Meals (include tips pd.)	Breakfast									
	Lunch									
	Dinner									
	Other Meals									
Entertainment (Hospitality)										
Tips Paid to Maids, Bellhops and other hotel servers										
Taxi/Shuttle Fare (include tips pd.) To/From meal destinations										
<b>Total Meals, Entertainment &amp; Incidentals</b>		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>GSA Allowance for M,E&amp;I (from above)</b>		71.00	71.00	71.00	0.00	0.00	0.00	0.00		
<b>Allowable M,E&amp;I (Lessor of Actual or GSA Allowance)</b>		0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
<i>Alcohol is a non-reimbursable expense</i>										0.00
Miscellaneous: Baggage Fee		25.00			25.00					50.00
										0.00
										0.00
<b>Total Expenses</b>	1,776.20	397.13	408.74	408.24	100.00	0.00	0.00	0.00		1,314.11

Chair Gleason traveled SD to Washington, D.C. (9/27) and selected return from Washington D.C to Los Angeles (9/30). Flight booked to LAX was \$447.20 vs. cost of flight to SAN \$437.20. A \$10.00 difference is due to the Authority. Please issue check for \$1,304.11 [\$1,314.11 - \$10.00= \$1,304.11]

**Grand Trip Total** 3,090.31

Less Cash Advance (attach copy of Authority ck)

Less Expenses Prepaid by Authority 1,776.20

Due Traveler - if positive amount, prepare check request

Due Authority - if negative, attach check payable to SDCRAA 1,314.11

Note: Send this report to Accounting even if the amount is \$0.

*Alcohol is a non-reimbursable expense*

Give names and business affiliations of all persons whose meals were paid by traveler.

Failure to attach required documentation will result in the delay of processing reimbursement. If you have any

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: Linda Gehlken

Ext.: 2557

Traveler Signature: [Signature]

Date: 10.21.15

Administrator's signature: [Signature]

Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be completed by Clerk)**

I, Lorraine Bennett Asst. Atty. hereby certify that this document was approved by the Executive Committee at it's meeting on 11-9-2015

Clerk Signature: [Signature]

Date: 11-9-2015

**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: Robert H. Gleason 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: 7/2/15 PLANNED DATE OF DEPARTURE/RETURN: 9/27/15 / 9/30/15

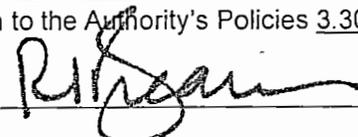
**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Washington, D.C. Purpose: Attend S.D. Chamber of Commerce One Region, One Voice: Mission to Washington D.C.  
Explanation: \_\_\_\_\_

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

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ 535.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 150.00
<b>B. LODGING</b>	<b>\$ 1,120.00</b>
<b>C. MEALS</b>	<b>\$ 213.00</b>
<b>D. SEMINAR AND CONFERENCE FEES</b>	<b>\$ 1,299.00</b>
<b>E. ENTERTAINMENT (If applicable)</b>	<b>\$</b>
<b>F. OTHER INCIDENTAL EXPENSES</b>	<b>\$ 50.00</b>
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 3,367.00</b>

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

Travelers Signature:  Date: 7.8.15

**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**

Lorraine Bennett, Asst. 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 7-13-2015 meeting.  
(Leave blank and we will insert the meeting date.)



Traveltrust Corporation  
374 North Coast Hwy 101, Suite F  
Encinitas, CA 92024  
Phone: (760) 635-1700



Tuesday, 21JUL 2015 01:16 PM EDT

Passengers: ROBERT GLEASON (DEPT 2)

Agency Reference Number: TOVLPZ

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

United Airlines Confirmation JYVE65

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

**AIR Sunday, 27SEP 2015**

United Airlines  
From: San Diego CA, USA  
To: Washington Dulles DC, USA  
Stops: Nonstop  
Seats: 24C  
Equipment: Boeing 737-900 Jet  
DEPARTS SAN TERMINAL 2  
Frequent Flyer Number: i

Flight Number: 1026  
Depart: 07:50 AM  
Arrive: 03:45 PM  
Duration: 4 hour(s) 55 minute(s)  
Status: CONFIRMED  
MEAL: FOOD FOR PURCHASE

  
Class: S-Coach/Economy  
Miles: 2260 / 3616 KM

United Airlines Confirmation number is JYVE65

**AIR Wednesday, 30SEP 2015**

United Airlines  
From: Washington Dulles DC, USA  
To: Los Angeles CA, USA  
Stops: Nonstop  
Seats: 26C  
Equipment: Boeing 737-800 Jet  
ARRIVES LAX TERMINAL 7  
Frequent Flyer Number

Flight Number: 1939  
Depart: 12:30 PM  
Arrive: 03:05 PM  
Duration: 5 hour(s) 35 minute(s)  
Status: CONFIRMED  
MEAL: FOOD FOR PURCHASE

  
Class: T-Coach/Economy  
Miles: 2295 / 3672 KM

United Airlines Confirmation number is JYVE65

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 - JYVE65  
FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: ROBERT GLEASON  
Date issued: 7/21/2015 Invoice Nbr: 2 43  
Ticket Nbr: Electronic Tkt: Yes Amount: 447.20  
Base: 389.77 US Tax: 29.23 USD XT Tax: 28.20 USD

Charged to:

Service fee: ROBERT GLEASON

Date issued: 7/21/2015

Document Nbr: XD0649946971

Amount: 30.00

Charged to:

Total Tickets: 447.20

Total Fees: 30.00

Total Amount: 477.20

**Click here 24 hours in advance to obtain boarding passes:**

[UNITED](#)

**Click here to review Baggage policies and guidelines:**

[UNITED](#)

TSA Guidance- a government issued photo id is needed for checkin.

Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic.

For Additional security information visit [www.tsa.gov](http://www.tsa.gov).

Thank you for choosing Traveltrust!

Our Business Hours are 2am-5:30pm Pacific Monday - Friday.

Saturday from 9am-1pm Pacific.

For EMERGENCY AFTERHOURS assistance in the US, please call 888-221-6043 and use .

You can also use the Direct Dial Number 682-233-1914 or the collect number 682-647-0061.

Each call is billable at a minimum \$25.00.

# ONE REGION ONE VOICE

San Diego Mission to Washington D.C.  
September 27 - 30, 2015

## DELEGATE APPLICATION

PLEASE PROVIDE INFORMATION AS SHOWN ON YOUR LEGAL IDENTIFICATION. ALL FIELDS ARE REQUIRED FOR FEDERAL SECURITY CLEARANCE.  
SAVE THIS FORM TO YOUR COMPUTER BEFORE FILLING IT OUT, SO THAT YOUR INFORMATION WILL BE CAPTURED.

Last Name: Gleason First Name: Robert H.  
 Social Security #: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
 Driver's License/Passport #: \_\_\_\_\_ Country of Citizenship: U.S.A.  
 Country of Birth: U.S.A. City of Birth: San Diego  
 Home Address: \_\_\_\_\_  
 City: San Diego State: CA Zip: \_\_\_\_\_  
 Name Badge Preference: Robert  
 Business/Organization Name: San Diego County Regional Airport Authority  
 Job Title: Board Chair  
 Business/Organization Address: 3225 North Harbor Drive  
 City: San Diego State: CA Zip: 92101-1045  
 Email: lgehlken@san.org Phone: 619-400-2557 Mobil: \_\_\_\_\_  
 OK to receive text notifications for meeting changes?  Yes  No

<b>PROGRAM RATES*</b> Please check appropriate boxes:	<b>Per Person Rates</b> Standard	<b>Early Bird Discount</b> By Friday - August 7, 2015
<input type="checkbox"/> Member Registration	\$1,699	\$1,499
<input checked="" type="checkbox"/> Second Attendee from Member Company	\$1,499	\$1,299
<input type="checkbox"/> Non-Member Registration	\$2,299	\$2,099
<input type="checkbox"/> Second Attendee from Non-Member Company	\$2,199	\$1,999
<b>Total:</b>		<b>\$1,299</b>

\* Rates do not include hotel or air fares, see below for hotel information.

### HOTEL INFORMATION:

San Diego Regional Chamber of Commerce has negotiated special rates for the Washington DC Delegation at The Madison - A Loews Hotel. Please make your reservation as soon as possible by contacting the hotel directly. You must mention the San Diego Regional Chamber of Commerce block to get the special group rate.

**1177 Fifteenth St. NW, Washington, DC 20005**  
Rate: \$325 plus tax

Reservations: 855-325-6397  
Must reserve by August 14<sup>th</sup> for special group rate

**Note:** When the rooms in the Chamber block are sold out, requests will be handled on a space-available basis at the hotel's standard rate. Make your reservations early!

### POLICY ISSUES

Please list from 1 to 3 your top three issues of interest (1 being most important):

- Cross Border Trade & Commerce     Defense & Security     Education & Workforce Development  
 Energy & Water     Healthcare     Housing & Urban Development  
 Innovation & Technology     Transportation & Tourism     Other: \_\_\_\_\_

Once your delegate application is approved, you will be provided with the registration link to process payment for the trip. **NO APPLICATIONS ARE ACCEPTED AFTER MONDAY, SEPTEMBER 21<sup>ST</sup>.**

SEND YOUR COMPLETED APPLICATION ALONG WITH A 250-WORD BIOGRAPHY AND HEADSHOT TO EVENTREGISTRATION@SDCHAMBER.ORG

# One Region One Voice, Mission to Washington DC

9/27/2015 8:00 AM - San Diego Regional Chamber of Commerce - Boardroom

Registration (Step 3 of 3)

• Approved: This transaction has been approved. Transaction Id: 7380670301

Thank you for registering for the One Region One Voice, Mission to Washington DC. Your receipt and event pass will be sent to you at: [lgehlken@san.org](mailto:lgehlken@san.org).

# I N V O I C E

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  
 Robert Gleason

Sale #	SAL-15-008505
Sale Date	7/24/2015
Due Date	7/24/2015
Amount Due	\$0.00

Item	Unit Cost	Quantity	Total Price
Additional Delegate(s) ONLY	\$1,299.00	1	\$1,299.00
<b>Memo:</b> Event Registration			Total \$1,299.00
			Amount Paid \$1,299.00
			<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.



# LOEWS

MADISON HOTEL  
WASHINGTON DC

Mr. Robert Gleason  
3225 N. Harbor  
San Diego CA 92101  
United States

Room Number: 0429  
Arrival Date: 09-27-15  
Departure Date: 09-30-15  
Confirmation Number: 13644968  
Merchant Ref #:  
Page No: 1 of 1

Guest Name:

## INFORMATION INVOICE

A/R No:  
Folio No: 09-30-15

Date	Description	Charges	Credits
09-27-15	Room Accommodation	325.00	
09-27-15	Occupancy Tax - 14.5 PCT	47.13	
09-28-15	Room Accommodation	325.00	
09-28-15	Occupancy Tax - 14.5 PCT	47.13	
09-29-15	Room Accommodation	325.00	
09-29-15	Occupancy Tax - 14.5 PCT	47.13	
09-30-15		XX/XX	1,116.39
<b>Total</b>		<b>1,116.39</b>	<b>1,116.39</b>
<b>Balance</b>		<b>0.00</b>	

**YELLOW CAB OF DC  
(202) 544-1212**

DATE 09-28-2015  
 TIME 09:35  
 CAR 8445  
 DRIVER 52838  
 PLATE # 80474H

JOB ID 0  
 METER 6  
 START 09:21  
 END 09:35  
 MILEAGE 2.3

FARE 10.81  
 SURCH. 0.25  
 EXTRAS 0.25  
 TIP 3.00

**TOTAL 14.06**

PAYMENT CASH  
 RECEIPT FOR PAYMENT

DCTC COMPLAINTS  
 TEL: 855-484-4967  
 DCTAXI. DC. GOV

*RTG  
Hotel to  
Rayburn  
HOB*

*RTG - Hart SOB -> White House EEOB*  
**TAXICAB RECEIPT**



Time: 9-28-15  
 Date: \_\_\_\_\_

Origin of trip: \_\_\_\_\_

Destination: \_\_\_\_\_

Fare: 15.00 Sign: Kevin Hicks

FIVE STAR 155  
 202 484 2222  
 PVIN # C144  
 FACE ID # 51079  
 TAG # H88406  
 09/28/15 TR 8517  
 START END MILES  
 10:48 10:56 1.2  
 RATE #1  
 FARE : \$ 7.30  
 EXTRA: \$ 0.25  
 TGTAL: \$ 7.55  
 DC TAXICAB COMM  
 TEL 855-484-4967  
 WWW.  
 DCTAXI. DC. GOV

*RTG  
Rayburn HOB  
to lunch  
location*

*RTG*  
 GRAND CAB COMP  
 202-269-6690

**CASH RECEIPT**

DRIVER: 00073153  
 CAB #: 0977  
 DATE 09/29/15  
 Time: 13:35-13:46  
 RATE #: 1  
 STANDARD RATE  
 Miles R1: 1.07  
 TRIP #: 7572  
 FARE : \$8.11  
 EXTRAS: \$1.00  
 SURCH.: \$0.25  
 Total : \$9.36  
 #Passengers: 01

DCTC COMPLAINTS  
 LINES TTY 711  
 PH: 855-484-4966  
 dctaxi.dc.gov

*RTG  
Hotel  
to CBP*

*RTG*  
 TRANSCO INC.  
 800-398-0500

*Hotel to  
airport*  
**CASH RECEIPT**

DRIVER: 00077526  
 CAB #: 0403  
 DATE 09/30/15  
 Time: 10:30-11:09  
 RATE #: 1  
 STANDARD RATE  
 Miles R1: 27.23  
 TRIP #: 13714  
 FARE : \$64.81  
 SURCH.: \$0.25  
 Total : \$65.06  
 #Passengers: 01

*Total with  
gratuity  
\$75.00*  
 DCTC COMPLAINTS  
 LINES TTY 711  
 PH: 855-484-4966  
 dctaxi.dc.gov



**Baggage Receipt**  
Issue Date: 27 SEP 2015 SAN AT0

A STAR ALLIANCE MEMBER

<b>Baggage Document</b> 0162604516208	<b>Description</b> First Bag Fee	<b>Qty</b> 1	<b>Fees</b> \$25.00	<b>Method of Payment</b>
<b>Ticket Number</b> 0167665803722				<b>Cardholder Name</b> ROBERT H GLEASON
<b>Confirmation:</b> JYVE65				<b>Carrier</b> <b>Routing</b> UA                SAN - IAD

**Total Baggage Fees: USD \$25.00**

**Excess Baggage Terms and Conditions:**

- All excess baggage is subject to space availability.
- Receipt for payment must be presented at bag check.
- For refunds or adjustments, see a United representative.

AGENT REFERENCE: GG ESC BAG



**Baggage Receipt**  
Issue Date: 30 SEP 2015 IAD AT0

A STAR ALLIANCE MEMBER

<b>Baggage Document</b> 0162604683575	<b>Description</b> First Bag Fee	<b>Qty</b> 1	<b>Fees</b> \$25.00	<b>Method of Payment</b>
<b>Ticket Number</b> 0167665803722				<b>Cardholder Name</b> ROBERT H GLEASON
<b>Confirmation:</b> JYVE65				<b>Carrier</b> <b>Routing</b> UA                IAD - LAX

**Total Baggage Fees: USD \$25.00**

**Excess Baggage Terms and Conditions:**

- All excess baggage is subject to space availability.
- Receipt for payment must be presented at bag check.
- For refunds or adjustments, see a United representative.

AGENT REFERENCE: GG ESC BAG

**Gehlken Linda**

---

**From:** Bennett Lorraine  
**Sent:** Monday, October 05, 2015 5:19 PM  
**To:** Gehlken Linda  
**Cc:** Russell Tony  
**Subject:** FW: Copy of your Sep 29 Uber receipt  
  
**Categories:** Board/TRR Registrations/Travel/Expense

**From:** Leann Mitchell [mailto:leann.mitchell@dc.gov]  
**Sent:** Monday, October 05, 2015 12:15 PM  
**To:** Russell Tony; Bennett Lorraine  
**Subject:** FW: Copy of your Sep 29 Uber receipt

Hello!

I am not sure if Robert sent this over to you as well for his DC expense report. I am sending just in case.

Thanks,  
Leann Mitchell

**From:** Robert Gleason  
**Sent:** Wednesday, September 30, 2015 10:41 AM  
**To:** Leann Mitchell <leann.mitchell@dc.gov>  
**Subject:** FW: Copy of your Sep 29 Uber receipt

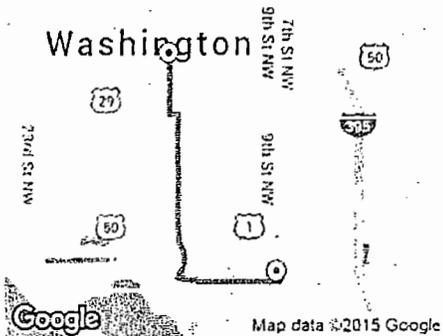
**From:** Uber Receipts [mailto:receipts.washington.DC@uber.com]  
**Sent:** Wednesday, September 30, 2015 10:35 AM  
**To:** Robert Gleason  
**Subject:** Copy of your Sep 29 Uber receipt

U B E R

SEPTEMBER 29, 2015 ✓

\$26.75

Thank you for choosing Uber Ride



- 04:46pm**  
 700-800 Independence Avenue Southwest, Washington, DC
- 04:58pm**  
 1180-1198 15th Street Northwest, Washington, DC

CAR	MILES	TRIP TIME
SUV	1.92	00:12:12

**FARE BREAKDOWN**

Base Fare	14.00
Distance	7.00
Time	5.49
<b>Subtotal</b>	<b>\$26.49</b>
	DC Taxicab Commission Fee (?)
	<b>0.26</b>

**CHARGED** **\$26.75**

You rode with Tekeba  
Report an issue on behalf of Tekeba kassaye

**Uber Support** [Contact us](#) with questions about your trip. Leave something behind? Track it down.

**Give \$20, Get \$20**  
Share code: 4L56





U.S. General Services Administration

 Search

[Home](#) > [Policy & Regulations](#) > [Travel and Relocation Policy](#) > [Per Diem](#) > [Per Diem Rates](#) >

# FY 2015 Per Diem Rates for District of Columbia

(October 2014 - September 2015)

SEARCH BY CITY, STATE OR ZIP CODE

Enter your City

Enter your ZIP Code

OR




[Per Diem Map >](#)

- ADDITIONAL PER DIEM TOPICS**
- [Meals & Incidental Expenses Breakdown \(M&IE\)](#)
  - [FAQs](#)
  - [State Tax Exemption Forms](#)
  - [Factors Influencing Lodging Rates](#)
  - [FY 2014 Per Diem Highlights](#)
  - [Fire Safe Hotels](#)
  - [Have a Per diem Question?](#)
  - [Downloadable Per Diem Files](#)

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the [National Association of Counties \(NACO\) website \(a non-federal website\)](#).

You searched for: District of Columbia

Primary Destination (1, 2)	County (3, 4)	Max Lodging by Month (excluding taxes)												M&IE (5)	
		2014			2015										
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Standard Rate	Applies for all locations without specified rates	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$46
District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	\$222	\$177	\$177	\$177	\$177	\$229	\$229	\$229	\$229	\$162	\$162	\$222	\$71	

## Footnotes

- Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.
- Unless otherwise specified, the per diem locality is defined as "all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries."
- Per diem localities with county definitions shall include "all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties (unless otherwise listed separately)."
- When a military installation or Government-related facility (whether or not specifically named) is located partially within more than one city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the rates which apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.
- Meals and Incidental Expenses*, see Breakdown of M&IE Expenses for important information on first and last days of travel.

### CONTACTS

Additional Contacts for  
Travel Management Policy

### NEED MORE INFORMATION?

Rates for Alaska, Hawaii, U.S Territories and Possessions (set by DoD)  
Rates in Foreign Countries (Set by State Dept.)  
Federal Travel Regulations (FTR)

### RELATED TOPICS

Travel Resources  
E-Gov Travel  
FedRooms  
POV Mileage Reimbursement Rates

Last Reviewed 2015-09-30

Print | Email | Favorites | Twitter | Facebook | Share

**DAVID ALVAREZ**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
TRAVEL EXPENSE REPORT - Board Members  
(To be completed within 30 days from travel return date)**

Board member name: David Alvarez  
 Departure Date: 9/27/2015 Return Date: 9/30/2015 Report Due: 10/30/15  
 Destination: Washington, D.C.

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.

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

	Authority Expenses (Prepaid by Authy)	Board Member Expenses							TOTALS	
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY		
		9/27/15	9/28/15	9/29/15	9/30/15					
<b>Daily PerDiem Limitations:</b>										
**GSA Daily Hotel Rate or Conference Hotel Rate		325.00	325.00	325.00						
**GSA Daily Meals, Entertainment & Incidentals (ME&I)		71.00	71.00	71.00	71.00					
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)										0.00
Conference Fees (provide copy of flyer/registration expenses)	1,299.00									0.00
Rental Car										0.00
Gas and Oil										0.00
Garage/Parking										0.00
Mileage - attach mileage form										0.00
Taxi/Shuttle Fare (Include tips pd.) To/From meetings, airport, etc.		10.45	17.71	23.60	5.05					56.81
Hotel - Actual Expense Paid - Excluding Taxes		325.00	325.00	325.00						
Allowable Hotel (Lessor of Actual or GSA Allowance)		325.00	325.00	325.00	0.00	0.00	0.00	0.00		975.00
Hotel Taxes Paid		47.13	47.13	47.13						141.39
Telephone, Internet and Fax										0.00
Laundry										0.00
<b>Meals, Entertainment &amp; Incidentals (M,E&amp;I):</b>										
Meals (include tips pd.)	Breakfast									
	Lunch									
	Dinner									
	Other Meals									
Entertainment (Hospitality) <sup>1</sup>										
Tips Paid to Maids, Bellhops and other hotel servers										
Taxi/Shuttle Fare (include tips pd.) To/From meal destinations										
Total Meals, Entertainment & Incidentals		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
GSA Allowance for M,E&I (from above)		71.00	71.00	71.00	71.00	0.00	0.00	0.00	0.00	
Allowable M,E&I (Lessor of Actual or GSA Allowance)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Alcohol is a non-reimbursable expense										
Total Expenses		1,299.00	382.58	389.84	395.73	5.05	0.00	0.00	0.00	1,173.20
<b>Grand Trip Total</b>										
Less Cash Advance (attach copy of Authority ck)										
Less Expenses Prepaid by Authority										
Due Traveler - if positive amount, prepare check request										
Due Authority - if negative, attach check payable to SDCRAA										
Note: Send this report to Accounting even if the amount is \$0.										

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: Ljada Gehlken  
 Traveler Signature: David Alvarez  
 Administrator's signature: \_\_\_\_\_

Ext.: x2557  
 Date: 11/2/2015  
 Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be completed by Clerk)**

I, Louise Bennett, hereby certify that this document was approved by the Executive Committee at it's meeting on 11-9-2015  
 Clerk Signature: \_\_\_\_\_ Date: 11-9-2015

**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: 7/2/15 PLANNED DATE OF DEPARTURE/RETURN: 9/27/15 / 9/30/15

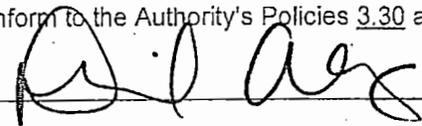
**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip-- continue on extra sheets of paper as necessary):**

Destination: Washington, D.C. Purpose: Attend S.D. Chamber of Commerce One Region, One Voice: Mission to Washington D.C.  
Explanation: \_\_\_\_\_

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

A. TRANSPORTATION COSTS:	
• AIRFARE	\$ 535.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 150.00
B. LODGING	\$ 1,120.00
C. MEALS	\$ 213.00
D. SEMINAR AND CONFERENCE FEES	\$ 1,299.00
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 3,367.00</b>

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

Travelers Signature:  Date: 7/8/2015

**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, Lorraine Bennett, Asst. 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 7-13-2015 meeting.  
(Leave blank and we will insert the meeting date.)



# ONE REGION ★ ONE VOICE



San Diego Mission to Washington D.C.  
September 27 - 30, 2015

### Join Delegation Leaders:

**JERRY REBEL**  
Chairman  
San Diego Regional Chamber of Commerce  
Jack in the Box

**JERRY SANDERS**  
President & CEO  
San Diego Regional Chamber of Commerce

The Chamber invites you to join the discussion at our nation's capital, and make an impact on legislation and regulation that affects your business on our Ninth Annual One Region, One Voice mission to Washington D.C.

Don't miss out on this unique opportunity to...

- Make invaluable connections with D.C.'s top officials and San Diego regional leaders
- Participate in high-level meetings with U.S. administration officials and agencies, such as Department of Labor, U.S. Customs & Border Protection, Department of State, Environmental Protection Agency, U.S. Small Business Administration and many others
- Gain access to our country's top decision makers and advocate for local and regional issues important to San Diego

Registration includes welcome reception, three group breakfasts, two group luncheons and three evening receptions.

Join the Chamber alliance and be heard!

### MISSION PRIORITIES

Three Traded Economies: **MILITARY • TOURISM • INNOVATION**

Including:

Transportation & Infrastructure • Healthcare  
Energy & Water Reliability • Cross Border Commerce

**APPLY NOW**

For more information please contact  
Katie Truong:  
619-544-1370

[ktruong@sdchamber.org](mailto:ktruong@sdchamber.org)



Apply to join the delegation at [www.sdchamber.org/DC2015](http://www.sdchamber.org/DC2015)

# ONE REGION ONE VOICE

San Diego Mission to Washington D.C.  
September 27 - 30, 2015

## DELEGATE APPLICATION

PLEASE PROVIDE INFORMATION AS SHOWN ON YOUR LEGAL IDENTIFICATION. ALL FIELDS ARE REQUIRED FOR FEDERAL SECURITY CLEARANCE.  
SAVE THIS FORM TO YOUR COMPUTER BEFORE FILLING IT OUT, SO THAT YOUR INFORMATION WILL BE CAPTURED.

Last Name: Alvarez First Name: David  
 Social Security #: \_\_\_\_\_ Birthdate: 1/1  
 Driver's License/Passport #: \_\_\_\_\_ Country of Citizenship: U.S.A.  
 Country of Birth: U.S.A. City of Birth: \_\_\_\_\_  
 Home Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: CA Zip: \_\_\_\_\_  
 Name Badge Preference: David  
 Business/Organization Name: San Diego County Regional Airport Authority  
 Job Title: Board Member  
 Business/Organization Address: 3225 N. Harbor Drive  
 City: San Diego State: CA Zip: 92101-1045  
 Email: lgehlken@san.org Phone: 619-400-2557 Mobile: \_\_\_\_\_  
 OK to receive text notifications for meeting changes?  Yes  No

<b>PROGRAM RATES*</b> Please check appropriate boxes:	<b>Per Person Rates</b> Standard	<b>Early Bird Discount</b> By Friday - August 7, 2015
<input type="checkbox"/> Member Registration	\$1,699	\$1,499
<input checked="" type="checkbox"/> Second Attendee from Member Company	\$1,499	\$1,299
<input type="checkbox"/> Non-Member Registration	\$2,299	\$2,099
<input checked="" type="checkbox"/> Second Attendee from Non-Member Company	\$2,199	\$1,999
<b>Total:</b>		<b>\$1,299</b>

### HOTEL INFORMATION:

San Diego Regional Chamber of Commerce has negotiated special rates for the Washington DC Delegation at The Madison - A Loews Hotel. Please make your reservation as soon as possible by contacting the hotel directly. You must mention the San Diego Regional Chamber of Commerce block to get the special group rate.

1177 Fifteenth St. NW, Washington, DC 20005  
Rate: \$325 plus tax

Reservations: 855-325-6397  
Must reserve by August 14<sup>th</sup> for special group rate

Note: When the rooms in the Chamber block are sold out, requests will be handled on a space-available basis at the hotel's standard rate. Make your reservations early!

### POLICY ISSUES

Please list from 1 to 3 your top three issues of interest (1 being most important):

1 Cross Border Trade & Commerce        Defense & Security        Education & Workforce Development  
    Energy & Water        Healthcare    3 Housing & Urban Development  
    Innovation & Technology    2 Transportation & Tourism        Other: \_\_\_\_\_

Once your delegate application is approved, you will be provided with the registration link to process payment for the trip. **NO APPLICATIONS ARE ACCEPTED AFTER MONDAY, SEPTEMBER 21<sup>ST</sup>.**

SEND YOUR COMPLETED APPLICATION ALONG WITH A 250-WORD BIOGRAPHY AND HEADSHOT TO [EVENTREGISTRATION@SDCHAMBER.ORG](mailto:EVENTREGISTRATION@SDCHAMBER.ORG)

Events Department - San Diego Regional Chamber of Commerce, 402 West Broadway, Suite 1000, San Diego, CA 92101

# 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  
David Alvarez

Sale #	SAL-15-008503
Sale Date	7/24/2015
Due Date	7/24/2015
Amount Due	\$0.00

Item	Unit Cost	Quantity	Total Price
Additional Delegate(s) ONLY	\$1,299.00	1	\$1,299.00
<b>Memo:</b> Event Registration			Total \$1,299.00
			Amount Paid \$1,299.00
			<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.



# LOEWS

MADISON HOTEL  
WASHINGTON DC

Mr. David Alvarez  
3225 N Harbor Dr.  
San Diego CA 92101  
United States

Room Number: 0526  
Arrival Date: 09-27-15  
Departure Date: 09-30-15  
Confirmation Number: 13644951  
Merchant Ref #:  
Page No: 1 of 1

Guest Name:

## INVOICE

A/R No:

Folio No: 584666

09-30-15

Date	Description	Charges	Credits
09-27-15	Room Accommodation	325.00	
09-27-15	Occupancy Tax - 14.5 PCT	47.13	
09-28-15	Room Accommodation	325.00	
09-28-15	Occupancy Tax - 14.5 PCT	47.13	
09-29-15	Room Accommodation	325.00	
09-29-15	Occupancy Tax - 14.5 PCT	47.13	
09-30-15	American Express	XX/XX	1,116.39
<b>Total</b>		<b>1,116.39</b>	<b>1,116.39</b>
<b>Balance</b>		<b>0.00</b>	



Transaction Details Prepared for  
David A Alvarez  
Account Number

DATE	DESCRIPTION	CARD MEMBER	AMOUNT
OCT1 2015	LOEWS MADISON HOTEL WASHINGTON DC	DAVID A ALVAREZ	\$1,116.39

Doing business as:

**LOEWS MADISON HOTEL ROOMS**

1177 15TH ST NW

WASHINGTON

DC

20005-2701

UNITED STATES

Additional Information: 11304016 888-320-6065

Reference: 320152740757329454

Category: Travel - Lodging

**Itinerary Details**

Arrival

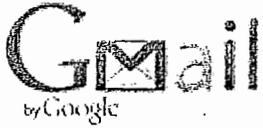
09/27/15

Departure

09/30/15

**LODGING**

888-320-6065



David Alvarez (

### Your Sunday evening trip with Uber

1 message

Uber Receipts <receipts.washington.DC@uber.com>

Sun, Sep 27, 2015 at 5:41 PM

To: +12023122111

U B E R
SEPTEMBER 27, 2015

# \$10.45

Map data ©2015 Google

- ⦿ 08:26pm  
 Ronald Reagan Washington National Airport,  
 Aviation Circle, Arlington, VA
- ⦿ 08:41pm  
 1458-1498 M Street Northwest, Washington, DC

CAR	MILES	TRIP TIME
uberX	4.49	00:14:21

Thanks for choosing Uber, David

FARE BREAKDOWN

Base Fare	2.00
Distance	4.58
Time	2.87
<b>Subtotal</b>	<b>\$9.45</b>
Safe Rides Fee (?)	1.00
<b>CHARGED</b>	
Personal ****	\$10.45

You rode with PAUL

Issued by Drinnen on behalf of Rasler

RATE YOUR DRIVER



David Alvarez

# Your Monday afternoon trip with Uber

2 messages

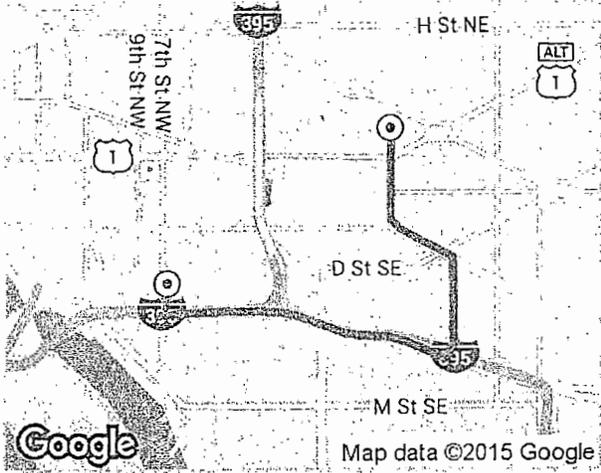
Uber Receipts <receipts.washington.DC@uber.com>

Mon, Sep 28, 2015 at 12:21 PM

To

UBER
SEPTEMBER 28, 2015

## \$9.99 ⚡



Map data ©2015 Google

- 📍
**03:07pm**  
 601-799 E St SW, Washington, DC
- 📍
**03:21pm**  
 235 2nd Street Northeast, Washington, DC

CAR	MILES	TRIP TIME
uberX	2.49	00:14:20

Thanks for choosing Uber, David

### FARE BREAKDOWN

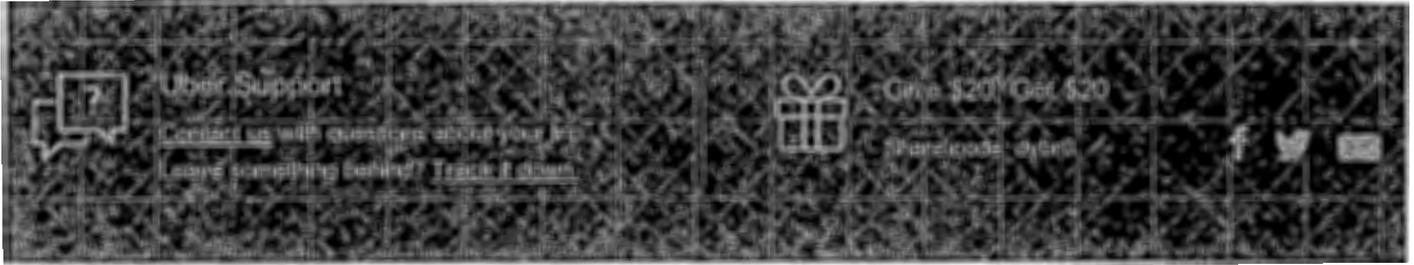
Base Fare	2.00
Distance	2.54
Time	2.87
<b>Normal Fare</b>	
Surge x1.2	1.48
<b>Subtotal</b>	
	<b>\$8.89</b>
	Safe Rides Fee (?)
	1.00
	DC Taxicab Commission Fee (?)
	0.10
<b>CHARGED</b>	
Personal ****	<b>\$9.99</b>



**You rode with ERIK**

Issued by Dinner on behalf of Rasier

RATE YOUR DRIVER



Uber Receipts <receipts.washington.DC@uber.com>  
To: daa,

Mon, Sep 28, 2015 at 1:57 PM

UBER
SEPTEMBER 28, 2015

# \$7.72

Map data ©2015 Google

- 9
**04:45pm**  
 100-198 Constitution Avenue Northeast,  
 Washington, DC
- 9
**04:56pm**  
 1500 M Street Northwest, Washington, DC

CAR	MILES	TRIP TIME
uberX	2.38	00:11:03

Thanks for choosing Uber, David

FARE BREAKDOWN

Base Fare	2.00
Distance	2.43
Time	2.21
<b>Subtotal</b>	<b>\$6.64</b>
Safe Rides Fee (?)	1.00
DC Taxicab Commission Fee (?)	0.08
<b>CHARGED</b>	
Personal ****	<b>\$7.72</b>

**You rode with Milton**  
Issued by Drinnen on behalf of Raiser

RAISE YOUR DRIVER



David Alvarez

# Your Tuesday afternoon trip with Uber

3 messages

Uber Receipts <receipts.washington.DC@uber.com>

Tue, Sep 29, 2015 at 10:52 AM

To:

UBER
SEPTEMBER 29, 2015

## \$6.03



Map data ©2015 Google

Thanks for choosing Uber, David

**FARE BREAKDOWN**

Base Fare	2.00
Distance	1.27
Time	1.70
<b>Subtotal</b>	<b>\$4.97</b>
Safe Rides Fee (?)	1.00
DC Taxicab Commission Fee (?)	0.06

- 01:43pm**  
 1146 Connecticut Avenue Northwest.  
 Washington, DC
- 01:51pm**  
 239-299 14th Street Northwest. Washington, DC

CAR	MILES	TRIP TIME
uberX	1.25	00:08:30

CHARGED

Personal \*\*\*\*

\$6.03



You rode with **YAOXIN**

Issued by Drinnen on behalf of Rasier

RATE YOUR DRIVER

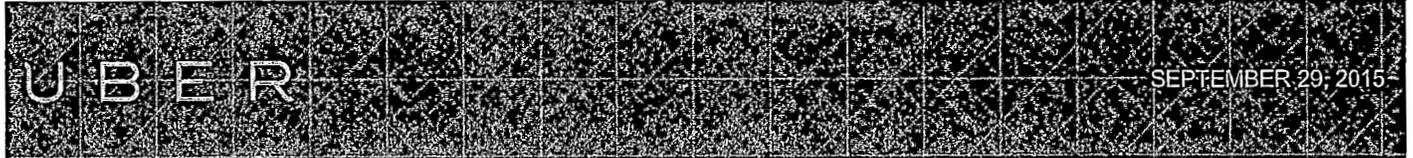


# Your Tuesday afternoon trip with Uber

Uber Receipts <receipts.washington.DC@uber.com>

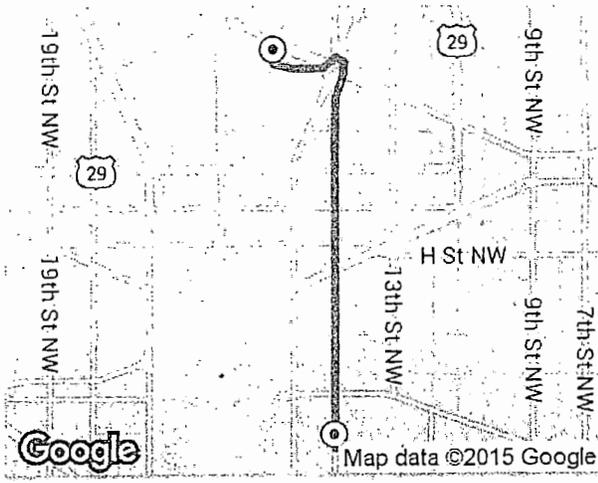
Tue, Sep 29, 2015 at 12:29 PM

To: [redacted]



# \$6.12

Thanks for choosing Uber, David



### FARE BREAKDOWN

Base Fare	2.00
Distance	1.03
Time	2.03
<b>Subtotal</b>	<b>\$5.06</b>
Safe Rides Fee (?)	1.00
DC Taxicab Commission Fee (?)	0.06

03:19pm  
239-299 14th St NW, Washington, DC

CHARGED

Personal \*\*\*\*

# \$6.12

03:29pm  
1201-1209 15th Street Northwest, Washington, DC

CAR	MILES	TRIP TIME
uberX	1.01	00:10:08



You rode with Tizita

Issued by Dinnen on behalf of Rasier

RATE YOUR DRIVER



David Alvarez

# Your Tuesday afternoon trip with Uber

Uber Receipts <receipts.washington.DC@uber.com>

Tue, Sep 29, 2015 at 1:36 PM

To:

U B E R
SEPTEMBER 29, 2015

## \$11.45



Map data ©2015 Google

- ⦿ 04:14pm  
1501 M Street Northwest, Washington, DC
- ⦿ 04:36pm  
3801 Nebraska Ave NW, Washington, DC

CAR	MILES	TRIP TIME
uberX	4.05	00:21:04

Thanks for choosing Uber, David

FARE BREAKDOWN

Base Fare	2.00
Distance	4.13
Time	4.21
<b>Subtotal</b>	<b>\$10.34</b>
Safe Rides Fee (?)	1.00
DC Taxicab Commission Fee (?)	0.11

CHARGED

Personal \*\*\*\*

\$11.45



You rode with Batkhurel

Issued by Drinnen on behalf of Rasier

RATE YOUR DRIVER



David Alvarez

# Your Wednesday morning trip with Uber

1 message

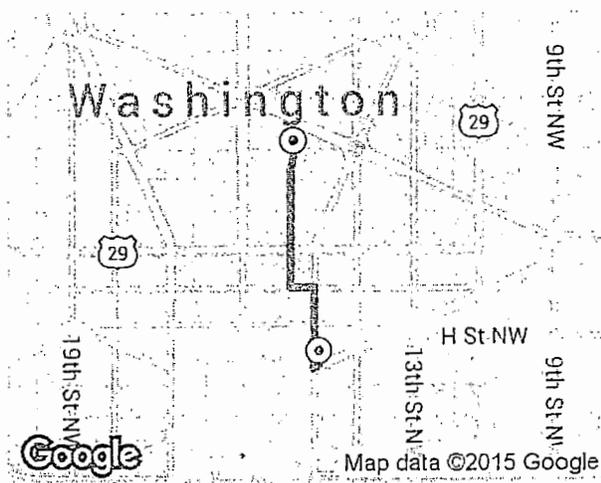
Uber Receipts <receipts.washington.DC@uber.com>

Wed, Sep 30, 2015 at 8:43 AM

To:

UBER
SEPTEMBER 30, 2015

## \$5.05



Map data ©2015 Google

- 11:37am**  
 1445 New York Avenue Northwest,  
 Washington, DC
- 11:42am**  
 1181-1199 15th Street Northwest, Washington,  
 DC

CAR	MILES	TRIP TIME
uberX	0.53	00:05:34

Thanks for choosing Uber, David

### FARE BREAKDOWN

Base Fare	2.00
Distance	0.54
Time	1.11
\$5.00 Minimum	0.35
<b>Subtotal</b>	<b>\$4.00</b>
Safe Rides Fee (?)	1.00
DC Taxicab Commission Fee (?)	0.05
<b>CHARGED</b>	
Personal ****	\$5.05

You rode with AARAM

Issued by Driannon on behalf of Rasler

RATE YOUR DRIVER



U.S. General Services Administration

Search

Home > Policy & Regulations > Travel and Relocation Policy > Per Diem > Per Diem Rates >

# FY 2015 Per Diem Rates for District of Columbia

(October 2014 - September 2015)

SEARCH BY CITY, STATE OR ZIP CODE

Enter your City

OR

Enter your ZIP Code



District of Columbia

[Per Diem Map >](#)

### ADDITIONAL PER DIEM TOPICS

- [Meals & Incidental Expenses Breakdown \(M&IE\)](#)
- [FAQs](#)
- [State Tax Exemption Forms](#)
- [Factors Influencing Lodging Rates](#)
- [FY 2014 Per Diem Highlights](#)
- [Fire Safe Hotels](#)
- [Have a Per diem Question?](#)
- [Downloadable Per Diem Files](#)

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the [National Association of Counties \(NACO\) website \(a non-federal website\)](#).

You searched for: District of Columbia

Primary Destination (1, 2)	County (3, 4)	Max lodging by Month (excluding taxes)											M&IE (5)		
		2014			2015										
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug		Sep	
Standard Rate	Applies for all locations without specified rates	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$46
District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	\$222	\$177	\$177	\$177	\$177	\$229	\$229	\$229	\$229	\$162	\$162	\$222	\$71	

## Footnotes

- Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.
- Unless otherwise specified, the per diem locality is defined as "all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries."
- Per diem localities with county definitions shall include "all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties (unless otherwise listed separately)."
- When a military installation or Government-related facility (whether or not specifically named) is located partially within more than one city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the rates which apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.
- Meals and Incidental Expenses*, see *Breakdown of M&IE Expenses* for important information on first and last days of travel.

### CONTACTS

Additional Contacts for

Travel Management Policy

### NEED MORE INFORMATION?

- [Rates for Alaska, Hawaii, U.S. Territories and Possessions \(set by DoD\)](#)
- [Rates in Foreign Countries \(Set by State Dept.\)](#)
- [Federal Travel Regulations \(FTR\)](#)

### RELATED TOPICS

- [Travel Resources](#)
- [E-Gov Travel](#)
- [FedRooms](#)
- [POV Mileage Reimbursement Rates](#)

Last Reviewed 2015-09-30

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**APRIL C. BOLING**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**TRAVEL EXPENSE REPORT - Board Members**

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

Board member name: April Boling

Departure Date: 9/26/2015

Washington, D.C.

Return Date: 9/30/2015

10/30/15

Report Due: 10/30/15

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.

<sup>3</sup> Business Expense Reimbursement Policy 3.30

<sup>4</sup> Travel and Lodging Expense Reimbursement Policy 3.40

	Authority Expenses (Prepaid by Athty)	Board Member Expenses								TOTALS
		Saturday 9/26/15	Sunday 9/27/15	Monday 9/28/15	Tuesday 9/29/15	Wednesday 9/30/15				
<b>Daily PerDiem Limitations:</b>										
**GSA Daily Hotel Rate or Conference Hotel Rate		325.00	325.00	325.00	325.00					
**GSA Daily Meals, Entertainment & Incidentals (ME&I)		71.00	71.00	71.00	71.00	71.00				
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)		461.20								461.20
Conference Fees (provide copy of flyer/registration expenses)	1,299.00									0.00
Rental Car										0.00
Gas and Oil										0.00
Garage/Parking										0.00
Mileage - attach mileage form										0.00
Taxi/Shuttle Fare (include tips pd.) To/From meetings, airport, etc.				26.21						26.21
Hotel - Actual Expense Paid - Excluding Taxes		325.00	325.00	325.00	325.00					
Allowable Hotel (Lessor of Actual or GSA Allowance)		325.00	325.00	325.00	325.00	0.00	0.00	0.00		1,300.00
Hotel Taxes Paid		47.13	47.13	47.13	47.13					188.52
Telephone, Internet and Fax										0.00
Laundry										0.00
<b>Meals, Entertainment &amp; Incidentals (M,E&amp;I):</b>										
Meals (include tips pd.)	Breakfast		10.13							
	Lunch									
	Dinner		35.59	21.60		70.64				
	Other Meals						3.60			
Entertainment (Hospitality)										
Tips Paid to Maids, Bellhops and other hotel servers										
Taxi/Shuttle Fare (include tips pd.) To/From meal destinations										
<b>Total Meals, Entertainment &amp; Incidentals</b>		35.59	31.73	0.00	70.64	3.60	0.00	0.00		
<b>GSA Allowance for M,E&amp;I (from above)</b>		71.00	71.00	71.00	71.00	71.00	0.00	0.00		
<b>Allowable M,E&amp;I (Lessor of Actual or GSA Allowance)</b>		35.59	31.73	0.00	70.64	3.60	0.00	0.00		141.56
Alcohol is a non-reimbursable expense										0.00
Miscellaneous: Baggage Fee		25.00					25.00			50.00
										0.00
										0.00
<b>Total Expenses</b>	1,299.00	893.92	403.86	398.34	442.77	25.00	0.00	0.00		2,167.49

**Grand Trip Total** 3,466.49

Less Cash Advance (attach copy of Authority ck)

Less Expenses Prepaid by Authority 1,299.00

**Due Traveler** - if positive amount, prepare check request

**Due Authority** - if negative, attach check payable to SDCRAA **2,167.49**

Note: Send this report to Accounting even if the amount is \$0.

Alcohol is a non-reimbursable expense

<sup>1</sup> Give names and business affiliations of all persons whose meals were paid by traveler.

Failure to attach required documentation will result in the delay of processing reimbursement. If you have any

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>3</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: Linda Gehlken  
Print/Type Name

Ext.: 2557

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

Date: 10/21/15

Administrator's signature: \_\_\_\_\_

Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be completed by Clerk)**

I, Lorraine Bennett, Asst. Auth. Clerk hereby certify that this document was approved by the Executive Committee at it's meeting on 11-9-2015

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

Date: 11-9-2015

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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

Travelers Name: April Boling Dept: 2  
Position:  Board Member     President/CEO     Gen. Counsel     Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 7/2/15 PLANNED DATE OF DEPARTURE/RETURN: 9/27/15 / 9/30/15

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

Destination: Washington, D.C. Purpose: Attend S.D. Chamber of Commerce One Region, One Voice: Mission to Washington D.C.

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

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ 535.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 150.00
B. LODGING	\$ 1,120.00
C. MEALS	\$ 213.00
D. SEMINAR AND CONFERENCE FEES	\$ 1,299.00
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 3,367.00</b>

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

Travelers Signature:  Date: 7/6/15

**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, Lorraine Bennett, Asst. 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 7-13-2015 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  
 April Boling

Sale #	SAL-15-008504
Sale Date	7/24/2015
Due Date	7/24/2015
Amount Due	\$0.00

Item	Unit Cost	Quantity	Total Price
Additional Delegate(s) ONLY	\$1,299.00	1	\$1,299.00
<b>Memo:</b>			Total \$1,299.00
Event Registration			Amount Paid \$1,299.00
			Balance Due \$0.00

**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.

# ONE REGION ONE VOICE

San Diego Mission to Washington D.C.  
September 27 - 30, 2015

## DELEGATE APPLICATION

PLEASE PROVIDE INFORMATION AS SHOWN ON YOUR LEGAL IDENTIFICATION. ALL FIELDS ARE REQUIRED FOR FEDERAL SECURITY CLEARANCE.

SAVE THIS FORM TO YOUR COMPUTER BEFORE FILLING IT OUT, SO THAT YOUR INFORMATION WILL BE CAPTURED.

Last Name: Boling First Name: Catherine April  
 Social Security #: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
 Driver's License/Passport #: \_\_\_\_\_ Country of Citizenship: U.S.A.  
 Country of Birth: U.S.A. City of Birth: \_\_\_\_\_  
 Home Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: CA Zip: \_\_\_\_\_  
 Name Badge Preference: April  
 Business/Organization Name: San Diego County Regional Airport Authority  
 Job Title: Board Member  
 Business/Organization Address: 3225 North Harbor Drive  
 City: San Diego State: CA Zip: 92101-1045  
 Email: lgehlken@san.org Phone: 619-400-2557 Mobile: \_\_\_\_\_  
 OK to receive text notifications for meeting changes?  Yes  No

PROGRAM RATES: Please check appropriate boxes:	Per Person Rates Standard	Early Bird Discount By Friday - August 7, 2015
<input type="checkbox"/> Member Registration	\$1,699	\$1,499
<input checked="" type="checkbox"/> Second Attendee from Member Company	\$1,499	\$1,299
<input type="checkbox"/> Non-Member Registration	\$2,299	\$2,099
<input type="checkbox"/> Second Attendee from Non-Member Company	\$2,199	\$1,999
* Rates do not include hotel or air fares, see below for hotel information. Total:		\$1,299

### HOTEL INFORMATION:

San Diego Regional Chamber of Commerce has negotiated special rates for the Washington DC Delegation at The Madison - A Loews Hotel. Please make your reservation as soon as possible by contacting the hotel directly. You must mention the San Diego Regional Chamber of Commerce block to get the special group rate.

1177 Fifteenth St. NW, Washington, DC 20005  
Rate: \$325 plus tax

Reservations: 855-325-6397  
Must reserve by August 14<sup>th</sup> for special group rate

Note: When the rooms in the Chamber block are sold out, requests will be handled on a space-available basis at the hotel's standard rate. Make your reservations early!

### POLICY ISSUES

Please list from 1 to 3 your top three issues of interest (1 being most important):

- Cross Border Trade & Commerce     Defense & Security     Education & Workforce Development  
 Energy & Water     Healthcare     Housing & Urban Development  
 Innovation & Technology     Transportation & Tourism     Other: Airport PFC Update/modernization

Once your delegate application is approved, you will be provided with the registration link to process payment for the trip. **NO APPLICATIONS ARE ACCEPTED AFTER MONDAY, SEPTEMBER 21<sup>ST</sup>.**

SEND YOUR COMPLETED APPLICATION ALONG WITH A 250-WORD BIOGRAPHY AND HEADSHOT TO EVENTREGISTRATION@SDCHAMBER.ORG



Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700

**ADD TO OUTLOOK**

Wednesday, 22JUL 2015 11:39 AM EDT

Passengers: CATHERINE APRIL BOLING (02)

Agency Reference Number: NZVQIG

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

US Airways Confirmation ADHEG5

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
 Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

AIR	Saturday, 26SEP 2015		
US Airways	Flight Number: 1712	Class: G-Coach/Economy	
From: San Diego CA, USA	Depart: 12:30 PM		
To: Phoenix AZ, USA	Arrive: 01:45 PM		
Stops: Nonstop	Duration: 1 hour(s) 15 minute(s)		
Seats: 15F	Status: CONFIRMED	Miles: 304 / 486 KM	
Equipment: Airbus A321 Jet			
DEPARTS SAN TERMINAL 2 - ARRIVES PHX TERMINAL 4			
Frequent Flyer Number:	Applied to US		
US Airways Confirmation number is ADHEG5			

AIR	Saturday, 26SEP 2015		
US Airways	Flight Number: 0498	Class: G-Coach/Economy	
From: Phoenix AZ, USA	Depart: 02:45 PM		
To: Washington Reagan Natl DC, USA	Arrive: 09:58 PM		
Stops: Nonstop	Duration: 4 hour(s) 13 minute(s)		
Seats: 12F	Status: CONFIRMED	Miles: 1964 / 3142 KM	
Equipment: Airbus Jet	MEAL: FOOD FOR PURCHASE		
DEPARTS PHX TERMINAL 4 - ARRIVES DCA TERMINAL C			
Frequent Flyer Number:	Applied to US		
US Airways Confirmation number is ADHEG5			

AIR	Wednesday, 30SEP 2015		
US Airways	Flight Number: 1033	Class: N-Coach/Economy	
Operated By: AMERICAN AIRLINES	Depart: 10:48 AM		
From: Washington Reagan Natl DC, USA	Arrive: 01:15 PM		
To: Dallas/Ft Worth TX, USA	Duration: 3 hour(s) 27 minute(s)		
Stops: Nonstop	Status: CONFIRMED	Miles: 1177 / 1883 KM	
Seats: 24F	MEAL: FOOD FOR PURCHASE		
Equipment: Boeing 737-800 Jet			
DEPARTS DCA TERMINAL C			
Frequent Flyer Number:	Applied to US		
US Airways Confirmation number is ADHEG5			

AIR Wednesday, 30SEP 2015



**US Airways**  
Operated By: AMERICAN AIRLINES  
From: Dallas/Ft Worth TX, USA  
To: San Diego CA, USA  
Stops: Nonstop  
Seats: 25F  
Equipment: Boeing 737-800 Jet  
ARRIVES SAN TERMINAL 2

**Flight Number:** 1159  
**Depart:** 02:00 PM  
**Arrive:** 03:06 PM  
**Duration:** 3 hour(s) 6 minute(s)  
**Status:** CONFIRMED  
**MEAL:** FOOD FOR PURCHASE

**Class:** N-Coach/Economy  
**Miles:** 1175 / 1880 KM

US Airways Confirmation number is ADHEG5

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. US AIRWAYS CONFIRMATION NUMBER - ADHEG5 FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: CATHERINEAPRIL BOLING  
Date issued: 7/16/2015 Invoice Nbr. 00000001  
Ticket Nbr: US7664900731 Electronic Tkt: Yes Amount: 431.20  
Base: 359.07 US Tax: 26.93 USD XT Tax: 45.20 USD  
Charged to:

Service fee: CATHERINE APRIL BOLING  
Date issued: 7/16/2015  
Document Nbr: Amount: 30.00  
Charged to:

Total Tickets: 431.20  
Total Fees: 30.00  
Total Amount: 461.20

Click here 24 hours in advance to obtain boarding passes:  
[US AIRWAYS](#)

Click here to review Baggage policies and guidelines:  
[US AIRWAYS](#)

Check operating carrier website for any policies that may vary.

TSA Guidance- a government issued photo id is needed for checkin.  
Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic.  
For Additional security information visit [www.tsa.gov](http://www.tsa.gov).

Thank you for choosing Traveltrust!  
Our Business Hours are 2am-5:30pm Pacific Monday - Friday.  
Saturday from 9am-1pm Pacific.  
For EMERGENCY AFTERHOURS assistance in the US, please call 888-221-6043 and use VIP Code SJE72.  
You can also use the Direct Dial Number 682-233-1914 or the collect number 682-647-0061.  
Each call is billable at a minimum \$25.00.



# LOEWS

MADISON HOTEL  
WASHINGTON DC

Ms. April Boling  
3225 N. Harbor Dr.  
San Diego CA 92101  
United States

Room Number: 0626  
Arrival Date: 09-26-15  
Departure Date: 09-30-15  
Confirmation Number: 13644956  
Merchant Ref #:  
Page No: 1 of 1

Guest Name:

## INFORMATION INVOICE

A/R No:

Folio No:

09-30-15

Date	Description	Charges	Credits
09-26-15	Room Accommodation	325.00	
09-26-15	Occupancy Tax - 14.5 PCT	47.13	
09-27-15	Room Accommodation	325.00	
09-27-15	Occupancy Tax - 14.5 PCT	47.13	
09-28-15	Room Accommodation	325.00	
09-28-15	Occupancy Tax - 14.5 PCT	47.13	
09-29-15	Room Accommodation	325.00	
09-29-15	Occupancy Tax - 14.5 PCT	47.13	
<b>Total</b>		<b>1,488.52</b>	<b>0.00</b>
<b>Balance</b>		<b>1,488.52</b>	



U.S. General Services Administration

Home > Policy & Regulations > Travel and Relocation Policy > Per Diem > Per Diem Rates >

## FY 2015 Per Diem Rates for District of Columbia

(October 2014 - September 2015)

SEARCH BY CITY, STATE OR ZIP CODE

Enter your City

Enter your ZIP Code

OR




[Per Diem Map >](#)

- ADDITIONAL PER DIEM TOPICS**
- Meals & Incidental Expenses Breakdown (M&IE)
  - FAQs
  - State Tax Exemption Forms
  - Factors Influencing Lodging Rates
  - FY 2014 Per Diem Highlights
  - Fire Safe Hotels
  - Have a Per diem Question?
  - Downloadable Per Diem Files

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the [National Association of Counties \(NACO\) website \(a non-federal website\)](#).

You searched for: District of Columbia

Primary Destination (1, 2)	County (3, 4)	Max lodging by Month (excluding taxes)												M&IE (5)	
		2014			2015										
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Standard Rate	Applies for all locations without specified rates	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$46
District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	\$222	\$177	\$177	\$177	\$177	\$229	\$229	\$229	\$229	\$162	\$162	\$222	\$71	

### Footnotes

- Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.
- Unless otherwise specified, the per diem locality is defined as "all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries."
- Per diem localities with county definitions shall include "all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties (unless otherwise listed separately)."
- When a military installation or Government-related facility (whether or not specifically named) is located partially within more than one city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the rates which apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.
- Meals and Incidental Expenses, see Breakdown of M&IE Expenses for important information on first and last days of travel.

#### CONTACTS

Additional Contacts for

Travel Management Policy

#### NEED MORE INFORMATION?

- Rates for Alaska, Hawaii, U.S. Territories and Possessions (set by DoD)
- Rates in Foreign Countries (Set by State Dept.)
- Federal Travel Regulations (FTR)

#### RELATED TOPICS

- Travel Resources
- E-Gov Travel
- FedRooms
- POV Mileage Reimbursement Rates

Last Reviewed 2015-09-30

- Print
 Email
 Favorites
 Twitter
 Facebook
 Share



A. BOLING



Old Ebbitt Grill  
675 15th Street NW  
Washington DC 20005  
202-347-4800  
www.ebbitt.com

10275 Kalman B

Tab: 123/3      Chk 5579      Gst 1  
Sep26'15 11:36PM

1 Crabcake Single      18.95  
1 Fig/Almd Buckle      7.95

Subtotal      26.90

Sales Tax      2.69

12:20AM Total      29.59

DC Sales Tax      2.69

Old Ebbitt Grill Oyster Riot  
Friday, November 20th &  
Saturday, November 21st  
Tickets are on Sale Now!  
Get Yours Before They Sell Out  
For Tickets & Information Visit  
ebbitt.com



Old Ebbitt Grill  
675 15th Street NW  
Washington DC 20005  
202-347-4800  
www.ebbitt.com

Date: Sep27'15 12:28AM

Card Type: Visa

Acct #: XXXXXXXX

Card Entry: SWIPED

Trans Type: PURCHASE

Trans Key: GIG000371856600

Auth Code: 04474G

Check: 5579

Table: 123/3

Server: 10275 Kalman B

Subtotal: 29.59

Tip: 6.00

Total: 35.59

Signature

I agree to pay above total  
according to my card issuer  
agreement.

\*\*\* Guest Copy \*\*\*

Luxury Cab  
Washington, DC  
(202) 269-1100  
Plate# H97829

Text: 2537947

ISA 4294

Arrv: 097840

Customer

Start Time

26/15 10:35

o Time

28/15 10:53

Dist: 3.7 mi.

Fare: \$14.59

Fees: \$0.25

Tip: \$2.95

Total: \$17.79

Cab - \$17.79

A. BOLING

CAFE SOLEIL

Check Tab Cov Server Time Date  
437679 10 1 81 03:10:07 PM 09/27/2015

1 SMALL CAFE SALAD 9.00  
1 +SALAD CHICKEN 7.00  
-----  
Food Sub-Total 16.00  
SUB TOTAL 16.00  
Sales Tax 1.60

CHECK TOTAL 17.60

GRAFTUITY .....  
TOTAL .....

ROOM NUMBER .....  
SIGNATURE .....  
PRINTED NAME .....

Thank You,  
JORGE

Thank You For Dining With Us  
at  
CAFE SOLEIL

CAFE SOLEIL

Date: 09/27/2015 Time: 03:10:34 PM

Status: Approved  
Card Type: Visa  
Card Number:  
Expiration Date: XX/XX/XXXX  
Swipe/Manual: Swipe

Server ID: 81  
Server Name: JORGE  
Check Number: 437679  
Check Name:

Tab Number: 10  
Profit Center ID: 3  
Profit Center: Table Sales  
Number Of Covers: 1  
Persons: 2  
Card Owner: BOLING/CATHERINE

AMOUNT 17.60  
TIP 4.00  
TOTAL 21.60

Approved: 01266D

I AGREE TO COMPLY WITH  
THE CARDHOLDER AGREEMENT.

X

Customer Signature

A. BOBINS

**Bobby Van's**  
Steakhouse  
809 15th Street NW  
Washington, DC 20005  
202-589-0060

Check 210/2 09/29/15-A 7:47pm  
Guests 2 ALAN Table 04

1..ASIAN PEAR SALAD 10.00  
1..CRABCAKE MAIN 35.00  
1..APPLE TARTE 7.95  
1..  
1..  
1..\*20% gratuity (\$14.19)

"SUGGESTED GRATUITY 20%. PLEASE  
ADVISE YOUR SERVER OF ANY  
ADJUSTMENT."

Items 70.95  
Tax 7.10  
Gratuity 14.19  
TOTAL 92.24

Additional Gratuity \_\_\_\_\_  
TOTAL 92.24

1.VISA/xxxxxxxxxxxxx... A:03047D  
BOLING, CATHE 2002 09/29 21:24 92.24

Customer Copy

WWW.BOBBYVANS.COM  
TWITTER: @BobbyVanSteakDC  
facebook.com/BobbyVansSteakhouseDC  
Tweet Us And Follow Us!!!

**Bobby Van's**  
Steakhouse  
809 15th Street NW  
Washington, DC 20005  
202-589-0060

Check 210/1 09/29/15-A 7:47pm  
Guests 2 ALAN Table 04

1..ASIAN PEAR SALAD 10.00  
1..CRABCAKE MAIN 35.00  
1..APPLE TARTE 7.95  
1..

1..\*20% Gratuity (\$14.19)  
"SUGGESTED GRATUITY 20%. PLEASE  
ADVISE YOUR SERVER OF ANY  
ADJUSTMENT."

Items 70.95  
Tax 7.10  
Gratuity 14.19  
TOTAL 92.24

WWW.BOBBYVANS.COM  
TWITTER: @BobbyVanSteakDC  
facebook.com/BobbyVansSteakhouseDC  
Tweet Us And Follow Us!!!

*Handwritten notes:*  
18.00  
3.00  
21.00  
(21.60)  
70.64

A. BAINE

Peet's Coffee & Tea  
1156 15th St.  
202-568-6644

Host: Ronnisha  
APRIL 09/27/2015  
8:52 AM  
10050

CUP - PARFAIT BLUEBERRY 4.95  
L CAPPUCCINO 4.25

Subtotal 9.20  
Tax 0.93

**Ordered Total 10.13**

CASH 20.20

**Change 10.07**

Sign up online or in store  
for Peet's Email News for  
free beverage offers, local  
store events, online  
exclusives.  
[www.peets.com/email](http://www.peets.com/email)

--- Check Closed ---

### Gelatissimo

1300 Pennsylvania Ave. NW  
Washington, DC 20004  
(202) 289-2744

Deferred To 09/30/2015 02:50 PM

**Carry-Out Order**

**#3**

09/30/2015 02:50:00 PM

1 Sm/gelato 3.27

Subtotal: 3.27

Tax: 0.33

**Total: 3.60**

Cash Tendered: 5.00

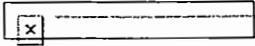
Change: 1.40

Payment: CASH

Reprint

# April Boling

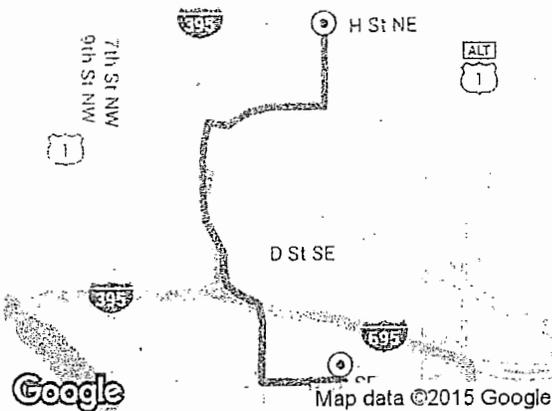
**From:** Uber Receipts <receipts.washington.DC@uber.com>  
**Sent:** 09/28/2015 9:17 AM  
**To:** April Boling  
**Subject:** Your Monday morning trip with Uber



SEPTEMBER 28, 2015

**\$8.42**

Thank you for choosing Uber. A



### FARE BREAKDOWN

Base Fare	2.0
Distance	2.0
Time	2.0
<b>Subtotal</b>	<b>\$7.0</b>
Safe Rides Fee (?)	1.0
DC Taxicab Commission Fee (?)	0.0

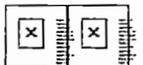
12:03  
 1108 3rd St SE, Washington, DC  
 12:16  
 Metropolitan Branch Trail, Washington, DC

Service	MILES	TRIP TIME
uberX	2.60	00:13:27

CHARGED  
 Personal \*\*\*\* **\$8.4**



You rode with Abdul



# April Boling

**From:** US Airways Web Check In <reservations@email-usairways.com>  
**Sent:** 09/25/2015 12:54 PM  
**To:** April Boling  
**Subject:** Your Receipt

Here's your receipt

Thanks for saving time and checking in online.  
Please print this receipt or save the email for your records.

Scan at any US Airways kiosk to check in

 Next step: the airport. See terminal information and [find your way](#).

Confirmation code: **ADHEG5**

Bags	1st bag	2nd bag
San Diego, CA to Washington, DC	1 x \$25.00	\$25.00
<b>Bags total</b>		<b>\$25.00 USD</b>

 Charged to Catherine A Boling

**You paid \$25.00 USD**


---

## Your flight

Depart: San Diego, CA (SAN)  Washington, DC (DCA)

Date: Saturday, September 26, 2015

Flight #/Carrier	Depart	Arrive	Travel time	Meal	Aircraft	Cabin	Seats
1712 	12:30 PM SAN	1:45 PM PHX	1h 15m	None	A321	Coach (G)	16A

Operated by US Airways

Stop: Change planes (PHX)

498  2:45 PM PHX 9:58 PM DCA 4h 13m Marketplace™ A319 Coach (G) 17A  
*Operated by US Airways*

Return: Washington, DC (DCA)  San Diego, CA (SAN)  
 Date: Wednesday, September 30, 2015

Flight #/Carrier	Depart	Arrive	Travel time	Meal	Aircraft	Cabin	Seats
1033 	10:48 AM DCA	1:15 PM DFW	3h 27m	Food For purchase	737-800	Coach (N)	--
<i>Operated by American Airlines</i>							
Stop: Change planes (DFW)							
1159 	2:00 PM DFW	3:06 PM SAN	3h 6m	Food For purchase	737-800	Coach (N)	--
<i>Operated by American Airlines</i>							

### Terms & conditions

- Baggage charges are non-refundable.
- Baggage fees apply to travel on US Airways and US Airways Express flights.
- Once you complete your purchase, you will have to pay for any additional checked bags at the airport.
- There is an additional \$2 fee for curbside check-in at the airport.
- For more information, please read our [baggage policies](#). If one or more of your flights is on a [partner airline](#), the bag fees of the partner airline may apply and you may be eligible for a partial refund. Please visit [usairways.com/partnerbagfees](http://usairways.com/partnerbagfees).
- If US Airways cancels your flight or you are denied boarding on an oversold flight, and if therefore you are unable to use the baggage fee for which you have already paid, US Airways will refund the unused baggage fee. If you have any questions about the refund of your unused baggage fee, please contact a US Airways customer service agent at the airport or call our Reservations Center at 800-428-4322.



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Do not expose to excessive heat or direct sunlight.

STAPLE  
HERE

CPN11932  
REV. 211  
DALLAS TX

15  
PASSENGER TICKET AND BAGGAGE CHECK  
\* SUBJECT TO CONDITIONS OF CONTRACT \*

ISSUED **American Airlines**



PASSENGER RECEIPT 1  
ISS. AGENT ID. 30SEP15 09101105

NAME OF PASSENGER (NOT TRANSFERABLE) BOLING/CATHERINEAPRI  
CARR. DCA HLB FARE BASIS / WASHINGTON REAGAN  
FLIGHT CLASS DATE TIME STATUS NOT VALID BEFORE NOT VALID AFTER

\*\*NOT VALID FOR\*\*  
\*\*TRANSPORTATION\*\*  
PSGR TICKET 0377664900731

ISSUED IN EXCHANGE FOR  
01 UPTO 50LB 23KG AND 62LI 158LCM 25.00 000 1-1

FARE  
USD 25.00  
TAX/FEE/CHARGE NA  
TAX/FEE/CHARGE NA  
TOTAL NA  
USD 25.00

FORM OF PAYMENT  
STOCK CONTROL NUMBER TX 00120818537913  
COUPON AIRLINE FORM SERIAL NO. CK 0 001 0261084993 5

2  
American Airlines  
REFUNDABLE ONLY WITH  
US RELATED FLIGHT CPN

6  
American Airlines  
BOLING/CATHERINEAP  
30SEP  
AA 1159/30 SAN  
AA 1033/30 DFW  
PNR: PNGOCH

SAN DIEGO CA  
8001373292



BAGGAGE ID NR.  
COUPON AIRLINE FORM SERIAL NO. CK

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**TRAVEL EXPENSE REPORT - Board Members**

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

Board member name: April Boling

Departure Date: 10/4/2015

Return Date: 10/7/2015

Report Due: 11/6/15

Destination: Long Beach, California

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.

<sup>3</sup> Business Expense Reimbursement Policy 3.30

<sup>4</sup> Travel and Lodging Expense Reimbursement Policy 3.40

Authority Expenses (Prepaid by Athly)	Board Member Expenses								
	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTALS	
	10/4/15	10/5/15	10/6/15	10/7/15					
<b>Daily PerDiem Limitations:</b>									
**GSA Daily Hotel Rate or Conference Hotel Rate	254.00	254.00	254.00						
**GSA Daily Meals, Entertainment & Incidentals (ME&I)	64.00	64.00	64.00	64.00					
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)								0.00	
Conference Fees (provide copy of flyer/registration expenses)	795.00							0.00	
Rental Car								0.00	
Gas and Oil								0.00	
Garage/Parking								0.00	
Mileage - attach mileage form	60.95			60.95				121.90	
Taxi/Shuttle Fare (include tips pd.) To/From meetings, airport, etc.								0.00	
Hotel - Actual Expense Paid - Excluding Taxes	254.00	254.00	254.00						
Allowable Hotel (Lessor of Actual or GSA Allowance)	254.00	254.00	254.00	0.00	0.00	0.00	0.00	762.00	
Hotel Taxes Paid	39.08	39.08	39.08					117.24	
Telephone, Internet and Fax								0.00	
Laundry								0.00	
<b>Meals, Entertainment &amp; Incidentals (M,E&amp;I):</b>									
Meals (include tips pd.):	Breakfast		20.94	32.26					
	Lunch								
	Dinner	21.98							
	Other Meals								
Entertainment (Hospitality)									
Tips Paid, to Maids, Bellhops and other hotel servers									
Taxi/Shuttle Fare (include tips pd.) To/From meal destinations									
<b>Total Meals, Entertainment &amp; Incidentals</b>	21.98	20.94	32.26	0.00	0.00	0.00	0.00		
<b>GSA Allowance for M,E&amp;I (from above)</b>	64.00	64.00	64.00	64.00	0.00	0.00	0.00		
<b>Allowable M,E&amp;I (Lessor of Actual or GSA Allowance)</b>	21.98	20.94	32.26	0.00	0.00	0.00	0.00	75.18	
<i>Alcohol is a non-reimbursable expense</i>								0.00	
								0.00	
								0.00	
								0.00	
<b>Total Expenses</b>	795.00	376.01	314.02	325.34	60.95	0.00	0.00	0.00	1,076.32

**Grand Trip Total** 1,871.32

Less Cash Advance (attach copy of Authority ck)

Less Expenses Prepaid by Authority 795.00

**Due Traveler** - if positive amount, prepare check request

**Due Authority** - if negative, attach check payable to SDCRAA **1,076.32**

Note: Send this report to Accounting even if the amount is \$0.

*Alcohol is a non-reimbursable expense*

<sup>1</sup> Give names and business affiliations of all persons whose meals were paid by traveler.

Failure to attach required documentation will result in the delay of processing reimbursement. If you have any

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: Linda Gehlken

Ext.: 12557

Traveler Signature: [Signature]

Date: 10/21/15

Administrator's signature: \_\_\_\_\_

Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be completed by Clerk)**

I, Lorraine Bennett, Asst. Auth. Clerk hereby certify that this document was approved by the Executive Committee at it's meeting on 11-9-2015

Clerk Signature: [Signature]

Date: 11-9-2015

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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

Travelers Name: April Boling Dept: 2

Position:  Board Member     President/CEO     Gen. Counsel     Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

**2. DATE OF REQUEST:** 7/2/15    **PLANNED DATE OF DEPARTURE/RETURN:** 10/4/15 / 10/7/15

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

Destination: Long Beach, CA    Purpose: Attend ACI-NA Annual Conference  
Explanation:

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ \_\_\_\_\_
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 122.00

**B. LODGING** \$ 877.00

**C. MEALS** \$ 215.00

**D. SEMINAR AND CONFERENCE FEES** \$ 945.00

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

**F. OTHER INCIDENTAL EXPENSES** \$ 50.00

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 2,209.00

**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: 7/6/15

**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, Lorraine Bennett, Asst. 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 7-13-2015 meeting.

(Leave blank and we will insert the meeting date.)

**Gehlken Linda**

**From:** meetings@aci-na.org  
**Sent:** Tuesday, July 14, 2015 11:37 AM  
**To:** Gehlken Linda  
**Subject:** Your Purchase Information

**Categories:** Board Registrations/Travel/Expense

Dear Mrs. Linda D. Gehlken,

Thank you for registering.

**Purchase Information**

Date of Purchase: **Jul 14 2015 2:36PM**  
Mrs. **Linda D. Gehlken**  
Purchase Number: **6630**  
Payment method: **Credit card**  
Card Type: **VISA**  
Credit Card Number: ' .....  
Order Number: **78409.00**  
Transaction Numbers:



**AIRPORTS COUNCIL  
INTERNATIONAL**

Airports Council International - NA  
1775 K St, NW Ste 500  
Washington, D.C. 20006

**Detail**

Code	Type	Description	Quantity	Unit Price	Total
15305/REG	MEETING	Full Conference Registration	1	\$795.00	\$795.00
Total:					\$795.00
Total Payments:					-\$795.00
Balance:					\$0.00

**Registrant Detail**

Registrant ID	Registrant Name	Meeting	Confirmation Number
54132	Ms. April Boling	2015 Annual Conference & Exhibition	78409

As of July 30, 2015

**2015 ACI-NA ANNUAL CONFERENCE AND EXHIBITION**  
October 4-7, 2015  
Long Beach, CA

**PRELIMINARY SCHEDULE OF EVENTS (schedule subject to change at any time)**

*Please note: All events will be held at the Long Beach Convention Center unless otherwise noted.*

**Friday, October 2, 2015**

- 8:00 am – 4:30 pm      Environmental Affairs Canadian Caucus Meeting
- 2:00 pm – 5:00 pm      ACI-NA Executive Committee Meeting (*Executive Committee members only*)
- 6:00 pm                  ACI-NA Executive Committee Dinner (*Executive Committee members only*)

**Saturday, October 3, 2015**

- 7:30 am – 6:30 pm      Registration
- 7:30 am – 8:00 pm      LGB Welcome Desk
- 8:00 am – 11:45 am      U.S. Policy Board Meeting (*Invite only*)
- 8:00 am – 12:00 pm      Environmental Affairs Canadian Caucus Meeting
- 8:00 am – 8:00 pm      Exhibition Hall Move-In
- 8:30 am – 12:00 pm      Operations & Technical Affairs Informal Working Group Roundtable Sessions
- 8:30 am – 12:00 pm      Environmental Affairs Informal Working Group Roundtable Sessions
- 8:30 am – 12:00 pm      Business Information Technology Informal Airport Roundtable Sessions
- 10:00 am – 11:30 am    Legal Affairs Steering Group Meeting
- 12:00 pm – 1:30 pm      ACI-NA Committee Chairs & ACI-NA Board Luncheon (*Invite only*)
- 1:15 pm – 5:30 pm      Legal Affairs Committee Workshop
- 1:15 pm – 5:30 pm      Business Information Technology Committee Workshop
- 1:15 pm – 5:00 pm      Operations & Technical Affairs Committee Workshop
- 1:15 pm – 4:30 pm      Environmental Affairs Committee Workshop
- 1:30 pm – 3:30 pm      ACI-NA Board of Directors Meeting (*Invite only*)
- 2:00 pm – 5:00 pm      Canadian Council of Chairs Meeting
- 5:15 pm – 6:30 pm      Operations & Technical Affairs Steering Group Meeting
- 4:30 pm – 6:30 pm      Environmental Affairs Steering Group Meeting
- 6:30 pm – 9:30 pm      Board and Commissioners Dinner (*Invite only*)

**Sunday, October 4, 2015**

7:30 am – 7:00 pm      Registration

7:30 am – 7:00 pm      LGB Welcome Desk

8:00 am – 9:00 am      Continental Breakfast

8:00 am – 9:00 am      Committee Chairs Information Exchange Breakfast

8:00 am – 2:00 pm      Exhibition Hall Move-In

9:00 am – 4:45 pm      Environmental Affairs Committee Workshop

9:00 am – 4:45 pm      Operations & Technical Affairs Committee Workshop

9:00 am – 4:45 pm      Legal Affairs Committee Workshop

9:00 am – 4:45 pm      Business Information Technology Committee Workshop

8:45 am – 11:45 am      CAC Large Airports Caucus Meeting

8:45 am – 11:45 am      CAC Small Airports Caucus Meeting

9:00 am – 3:00 pm      Marketing & Communications Steering Group Meeting *(Invite only)*

9:00 am – 5:00 pm      Finance Committee Meeting

9:15 am – 10:15 am      U.S. Government Affairs Steering Group Meeting *(Steering Group Members and Airport ORs only)*

9:15 am – 12:00 pm      ACI-NA WBP/Associates Board of Directors Meeting

10:15 am – 10:45 am      AM Break

10:00 am – 12:00 pm      Commercial Management Steering Group Meeting *(Invite only)*

10:30 am – 12:00 pm      Commissioners Committee Meeting

12:00 pm – 1:00 pm      Lunch

12:00 pm – 1:00 pm      Canadian Closed Board Meeting *(Open to Board Members Only)*

12:00 pm – 1:00 pm      Exec-2-Exec Committee *(Airport and WBP/Associates Board Executive Committee members only)*

1:00 pm – 3:00 pm      Medium Hub Caucus Meeting *(Invite only)*

1:00 pm – 3:00 pm      Large Hub Caucus Meeting *(Invite only)*

1:00 pm – 4:00 pm      Small Airports Committee Meeting

1:00 pm – 4:15 pm      Air Cargo Committee Meeting

1:15 pm – 5:00 pm      Canadian Open Board & Membership Meeting *(Open to all CAC members & Chairs)*

2:00 pm – 5:00 pm      Business Diversity Committee Meeting

2:30 pm – 3:00 pm      PM Break

3:00 pm – 4:00 pm      U.S. Government Affairs Committee Meeting

3:00 pm – 5:30 pm      Press Office Open

4:00 pm – 4:30 pm Exhibitor Briefing (*in Exhibit Hall*)

5:00 pm – 7:00 pm Exhibition Hall Grand Opening (*Reception in Exhibit Hall*)

**Monday, October 5, 2015**

6:00 am – 7:00 am ACI-NA 3rd Annual Fun Run (*Advanced sign-up required/breakfast provided*)

7:00 am – 5:00 pm Press Office Open (*Closed from 2:45 – 3:30 pm for Press Briefing*)

7:00 am – 7:00 pm Registration

7:00 am – 6:00 pm LGB Welcome Desk

7:30 am – 10:00 am Exhibition Hall Open (*Continental Breakfast in Exhibit Hall*)

8:00 am – 8:45 am Exhibit Hall Classroom Education Session: Thinking Beyond Traditional Air Service – New Models, New Options

8:30 am – 3:30 pm Spouse & Guest Lounge

9:00 am – 9:45 am Exhibit Hall Classroom Education Session: Creating a Culture of Stewardship: Sustainability At All Levels Of The Organization

10:00 am – 12:00 pm General Session I: Welcome and Keynote Address

Speaker: Dr. Travis Bradberry, Co-author of *Emotional Intelligence 2.0* and Co-founder of TalentSmart®

12:00 pm – 3:00 pm Exhibition Hall Open (*Lunch Served in Exhibit Hall from 12 – 2 pm*)

12:00 pm – 1:00 pm PAC Luncheon (*invite only*)

12:15 pm – 12:35 pm Solutions Showcase:

12:40 pm – 1:00 pm Solutions Showcase:

1:05 pm – 1:25 pm Solutions Showcase:

1:30 pm – 2:30 pm Exhibit Hall Classroom Education Session: Aircraft Manufacturers' Product Update

2:40 pm – 3:00 pm Solutions Showcase:

2:45 pm – 3:30 pm Press Briefing

3:00 pm – 3:15 pm PM Break

3:15 pm – 4:15 pm Concurrent Education Sessions:

1A. Let's Get Real About Airport Real Estate Development

1B. Making the Connection Personal

1C. Best Practices for Avoiding and Minimizing Bid Protests

4:30 pm – 5:00 pm World Business Partner and Associate Member Business Meeting (*Open to all ACI-NA World Business Partners and Associate members*)

4:30 pm – 5:30 pm Concurrent Education Sessions:

2A. Rise of the Drones – What Does it Mean For Your Airport?

2B. How to Create an Accessible Airport

2C. **Leading Edge Trends In Air Service**

5:30 pm – 7:00 pm **Exhibition Hall Open** (*Reception in Exhibit Hall*)

**Tuesday, October 6, 2015**

7:00 am – 5:45 pm **Registration**

7:00 am – 6:30 pm **LGB Welcome Desk**

7:00 am – 4:30 pm **Press Office Open**

7:30 am – 9:00 am **World Business Partner/Associate Member and Airport Director Roundtable Breakfast**  
(*Open to all AC-NA WBP/Associate members & ACI-NA member airport directors*)

8:00 am – 9:00 am **Continental Breakfast**

9:00 am – 10:00 am **General Session II**  
Speaker: Marshal Cohen, Chief Industry Analyst, The NPD Group, Inc

10:00 am – 10:30 am **ACI-NA Downes Award Presentation**

10:30 am – 3:00 pm **Exhibition Hall Open** (*Lunch Served in Exhibit Hall from 11:30 am – 1:30 pm*)

10:30 am – 11:00 am **Airport Membership Meeting** in Exhibit Hall (*ACI-NA Airport Official Representatives only*)

11:00 am – 11:15 am **ACI World General Assembly Meeting** in Exhibit Hall (*invite only*)

11:00 am – 11:20 am **Solutions Showcase**

11:25 am – 11:45 am **Solutions Showcase:**

11:50 am – 12:10 pm **Solutions Showcase:**

12:15 pm – 12:35 pm **Solutions Showcase:**

12:40 pm – 1:00 pm **Solutions Showcase:**

1:15 pm – 2:00 pm **Exhibit Hall Classroom Education Session: Where Will We Get Tomorrow's Workers?**

2:15 pm – 3:00 pm **Exhibit Hall Classroom Education Session: SMS: The View From the C-Suite**

3:00 pm – 3:15 pm **PM Break**

3:00 pm – 7:00 pm **Exhibition Hall Move-Out**

3:15 pm – 4:20 pm **Education Session: Airport Forum with FAA and Transport Canada**

4:30 pm – 5:15 pm **Education Session: Airport Forum with TSA and CATSA**

5:30 pm – 6:15 pm **Chairman's Handoff Reception**

7:30 pm – 10:00 pm **Closing Night Event**

**Wednesday, October 7, 2015**

8:00 am – 10:00 am **Airport Tour**

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

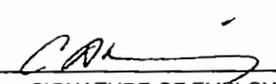
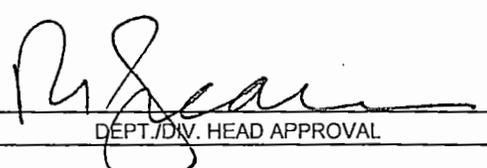
## 2015

### MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT

Board Member <b>C. April Boling</b>			PERIOD COVERED 10/4 to 10/7/15	
DEPARTMENT/DIVISION Board/02				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
10/4/15	106.00	Drive to ACI/NA Conference in Long Beach, CA.		
10/7/15	106.00	Return to San Diego from ACI/NA Conf.		
<b>SUBTOTAL</b>		<b>212.00</b>	<b>SUBTOTAL</b>	

### Computation of Reimbursement

REIMBURSEMENT RATE: (see below) *	Rate as of January 2015	<input checked="" type="checkbox"/>	212.00 0.575
TOTAL MILEAGE REIMBURSEMENT			121.90
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)			-
TOTAL REIMBURSEMENT REQUESTED			<b>\$ 121.90</b>

<p>I acknowledge that I have read, understand and agree to *Authority Policy 3.30 - Business Expense Reimbursement Policy and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct. <u>Business Expense Reimbursement Policy 3.30</u></p>	<div style="text-align: center; font-size: 2em; margin-bottom: 10px;">  </div> <p style="text-align: center;">SIGNATURE OF EMPLOYEE</p>
	<div style="text-align: center; font-size: 2em; margin-bottom: 10px;">  </div> <p style="text-align: center;">DEPT./DIV. HEAD APPROVAL</p>



Drive 106 miles, 2 h 27 min

ROUND TRIP & 212 MILES @ 57.5¢

Directions from 3225 N Harbor Dr to 111 E Ocean Blvd

o 3225 N Harbor Dr

San Diego, CA 92101

Get on I-5 N from N Harbor Dr, W Laurel St and India St

2.6 mi / 10 min

- ↑ 1. Head west toward Winship Ln ..... 180 ft
- ↶ 2. Use any lane to turn left toward Winship Ln ..... 0.2 mi
- ↷ 3. Use any lane to turn right onto Winship Ln ..... 164 ft
- ↶ 4. Use the left 2 lanes to turn left onto N Harbor Dr ..... 0.8 mi
- ↶ 5. Use the left 2 lanes to turn left onto W Laurel St ..... 0.4 mi
- ↶ 6. Use the left 2 lanes to turn left onto India St ..... 0.8 mi
- ⤴ 7. Use the left 2 lanes to take the ramp onto I-5 N ..... 0.3 mi

Continue on I-5 N. Take CA-73 N to CA-22 W/E 7th St in Seal Beach

96.8 mi / 1 h 27 min

- ⤴ 8. Merge onto I-5 N ..... 24.2 mi
- ↶ 9. Keep left to stay on I-5 N ..... 42.2 mi
- ↷ 10. Use the right 3 lanes to take exit 85A for CA-73 N toward Long Beach ..... 0.7 mi
- ↑ 11. Continue onto CA-73 N  
▲ Partial toll road ..... 16.9 mi
- ↶ 12. Use the left 3 lanes to take exit 18A to merge onto I-405 N toward Long Beach ..... 12.8 mi

Continue on E 7th St. Drive to E Ocean Blvd in Long Beach

6.9 mi / 18 min

- ↷ 13. Keep right at the fork to continue on CA-22 W/E 7th St, follow signs for California 22 W/Long Beach

- ↑ 14. Continue onto E 7th St 2.5 mi
- ↩ 15. Turn left onto Alamitos Ave 3.3 mi
- ↪ 16. Turn right onto E Ocean Blvd 0.6 mi
- 📍 Destination will be on the right 0.5 mi

📍 **111 E Ocean Blvd**  
Long Beach, CA 90802

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.

915 BOLING/APRIL/MRS      10/07/15 11:00      3157 9079  
 Room Name      Rate      Depart Time      ACCT# GROUP  
 GK      10/04/15 14:36  
 Type      Arrive      Time  
 121

MRW#:

Room Clerk	Address	Payment	
DATE	REFERENCE	CHARGES	CREDITS
10/04	ROOM GR	915, 1	254.00
10/04	CITY TAX	915, 1	30.48
10/04	CITY FEE	915, 1	7.62
10/04	CA TOUR	915, 1	.98
10/05	CAFE	1942 915	20.94
10/05	ROOM GR	915, 1	254.00
10/05	CITY TAX	915, 1	30.48
10/05	CITY FEE	915, 1	7.62
10/05	CA TOUR	915, 1	.98
10/06	CAFE	1967 915	32.26
10/06	ROOM GR	915, 1	254.00
10/06	CITY TAX	915, 1	30.48
10/06	CITY FEE	915, 1	7.62
10/06	CA TOUR	915, 1	.98
10/07	VS CARD		
			\$932.44

TO BE SETTLED TO:      VISA      CURRENT BALANCE .00

THANK YOU FOR CHOOSING RENAISSANCE! TO EXPEDITE YOUR CHECKOUT, PLEASE CALL THE FRONT DESK, OR PRESS "MENU" ON YOUR TV REMOTE CONTROL TO ACCESS VIDEO CHECK-OUT

AS REQUESTED, A FINAL COPY OF YOUR BILL WILL BE EMAILED TO:  
 KAYERS@SAN.ORG  
 SEE "INTERNET PRIVACY STATEMENT" ON MARRIOTT.COM

A. Boerw

Thank you for dining with  
P.F. Chang's China Bistro.  
340 South Pine Ave.  
Long Beach, CA 90801

Server: Kayla 10/04/2015  
Table 40/3 7:39 PM  
Guests: 6  
#50061

Shaking Beef 16.95  
Subtotal 16.95  
Tax 1.53  
Total 18.48  
Balance Due 18.48

For Your Convenience,  
15% ( \$ 2.54 ) 18% ( \$ 3.05 )  
20% ( \$ 3.39 ) 22% ( \$ 3.73 )

Thank you for dining with  
P.F. Chang's China Bistro.  
340 South Pine Ave.  
Long Beach, CA 90801

Server: Kayla DOB: 10/04/2015  
07:44 PM 10/04/2015  
Table 40/3 5/50061

SALE

Visa  
Card #XXXXXXXXXXXX  
Magnetic card present: BOLING/CATHERINE  
Card Entry Method: S

Approval: 02999D

Amount: \$18.48  
+ Tip: 3.50  
= Total: 21.98

I agree to pay the above  
total amount according to the  
card issuer agreement.

X\_\_\_\_\_

For Your Convenience,  
15% ( \$ 2.54 ) 18% ( \$ 3.05 )  
20% ( \$ 3.39 ) 22% ( \$ 3.73 )

Thank You!  
(REPRINT)

A. BOLING

& & & 401 & & &  
Renaissance Long Beach Hotel  
\*\*\*\* PROMENADE \*\*\*\*

38649 Louie

CHK 1942 TBL 14/1 GST 1  
05 OCT'15 8:54 AM

1 SIDE BENE 8.00  
POACH HARD  
1 COFFEE 4.00  
1 JUICE ORANGE 4.00

SUBTOTAL \$16.00  
FOOD \$8.00  
NON ALCH BEVG \$8.00  
TAX \$1.44  
Total \$17.44  
Total Due \$17.44

PLEASE COMPLETE FOR ROOM CHARGES

GRATUITY 3.50

TOTAL 20.94

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

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

SIGNATURE \_\_\_\_\_

& & & 401 & & &  
Renaissance Long Beach Hotel  
\*\*\*\* PROMENADE \*\*\*\*

38647 Maria

CHK 1967 TBL 10/1 GST 1  
06 OCT'15 7:22 AM

1 BENE CLASSIC 17.00  
1 COFFEE 4.00  
1 JUICE ORANGE 4.00  
EGGS HARD

SUBTOTAL \$25.00  
FOOD \$17.00  
NON ALCH BEVG \$8.00  
TAX \$2.26  
Total \$27.26  
Total Due \$27.26

PLEASE COMPLETE FOR ROOM CHARGES

GRATUITY 5.00

TOTAL 32.26

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

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

SIGNATURE \_\_\_\_\_



U.S. General Services Administration

[Home](#) > [Policy & Regulations](#) > [Travel and Relocation Policy](#) > [Per Diem](#) > [Per Diem Rates](#) >

## FY 2016 Per Diem Rates for ZIP 90802

(October 2015 - September 2016)

SEARCH BY CITY, STATE OR ZIP CODE

Enter your City

OR

Enter your ZIP Code




[Per Diem Map >](#)

- ADDITIONAL PER DIEM TOPICS**
- [Meals & Incidental Expenses Breakdown \(M&IE\)](#)
  - [FAOs](#)
  - [State Tax Exemption Forms](#)
  - [Factors Influencing Lodging Rates](#)
  - [FY 2014 Per Diem Highlights](#)
  - [Fire Safe Hotels](#)
  - [Have a Per diem Question?](#)
  - [Downloadable Per Diem Files](#)

Cities not appearing below may be located within a county for which rates are listed.  
 To determine what county a city is located in, visit the [National Association of Counties \(NACO\) website \(a non-federal website\)](#).

The following rates apply for 90802

Primary Destination (1, 2)	County (3, 4)	Max Lodging by Month (excluding taxes)												M&IE (5)	
		2015						2016							
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Los Angeles	Los Angeles / Orange / Ventura / Edwards AFB less the city of Santa Monica	\$150	\$150	\$150	\$157	\$157	\$157	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$64

### Footnotes

- Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.
- Unless otherwise specified, the per diem locality is defined as "all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries."
- Per diem localities with county definitions shall include "all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties (unless otherwise listed separately)."
- When a military installation or Government-related facility (whether or not specifically named) is located partially within more than one city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the rates which apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.
- Meals and Incidental Expenses*, see Breakdown of M&IE Expenses for important information on first and last days of travel.

#### CONTACTS

Additional Contacts for  
 Travel Management Policy

#### NEED MORE INFORMATION?

- [Rates for Alaska, Hawaii, U.S. Territories and Possessions \(set by DoD\)](#)
- [Rates in Foreign Countries \(Set by State Dept.\)](#)
- [Federal Travel Regulations \(FTR\)](#)

#### RELATED TOPICS

- [Travel Resources](#)
- [E-Gov Travel](#)
- [FedRooms](#)
- [POV Mileage Reimbursement Rates](#)

Last Reviewed 2015-09-30

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## FY 2016 Meals and Incidental Expenses (M&IE) Breakdown

The separate amounts for breakfast, lunch and dinner listed in the chart are provided should you need to deduct any of those meals from your trip voucher. For example, if your trip includes meals that are already paid for by the government (such as through a registration fee for a conference), you will need to deduct those meals from your voucher. Refer to [Section 301-11.18 of the Federal Travel Regulation](#) for specific guidance on deducting these amounts from your per diem reimbursement claims for meals furnished to you by the government. Other organizations may have different rules that apply for their employees; please check with your organization for more assistance.

The table lists the six M&IE tiers in the lower 48 continental United States (currently ranging from \$51 to \$74). If you need to deduct a meal amount, first determine the location where you will be working while on official travel. You can look up the location-specific information at [www.gsa.gov/perdiem](http://www.gsa.gov/perdiem). The M&IE rate for your location will be one of the six tiers listed on this table. Find the corresponding amount on the first line of the table (M&IE Total) and then look below for each specific meal deduction amount.

The table also lists the portion of the M&IE rate that is provided for incidental expenses (currently \$5 for all tiers).

Total	Continental Breakfast/ Breakfast	Lunch	Dinner	IE
\$51	\$11	\$12	\$23	\$5
\$54	\$12	\$13	\$24	\$5
\$59	\$13	\$15	\$26	\$5
\$64	\$15	\$16	\$28	\$5
\$69	\$16	\$17	\$31	\$5
\$74	\$17	\$18	\$34	\$5

This table lists the amount federal employees receive for the first and last calendar day of travel. The first and last calendar day of travel is calculated at 75 percent.

Total	First & Last Day of Travel
\$51	\$38.25
\$54	\$40.50
\$59	\$44.25
\$64	\$48.00
\$69	\$51.75
\$74	\$55.50

Looking for the foreign and outside the continental United States (OCONUS) breakdown chart? Visit [FTR Appendix B](#). (Note: Appendix B breakdowns do not apply to any locations in the continental United States; use the table listed above.)

The shortcut to this page is [www.gsa.gov/mie](http://www.gsa.gov/mie).

Last Reviewed 2015-10-02

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**QUESTIONS:**

For all travel policy questions, email [travelpolicy@gsa.gov](mailto:travelpolicy@gsa.gov).



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**PAUL ROBINSON**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**TRAVEL EXPENSE REPORT - Board Members**  
*(To be completed within 30 days from travel return date)*

Board member name: Paul Robinson  
 Departure Date: 9/27/2015 Return Date: 9/30/2015 Report Due: 10/30/15  
 Destination: Washington, D.C. - One Region One Voice

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.

Business Expense Reimbursement Policy 3.30

Travel and Lodging Expense Reimbursement Policy 3.40

	Authority Expenses (Prepaid by Auth)	Board Member Expenses							TOTALS
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
		9/27/15	9/28/15	9/29/15	9/30/15			9/26/15	
Daily Per Diem Limitations:									
**GSA Daily Hotel Rate or Conference Hotel Rate		325.00	325.00	325.00				325.00	
**GSA Daily Meals, Entertainment & Incidentals (M/E&I)		71.00	71.00	71.00	71.00			71.00	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	481.20								0.00
Conference Fees (provide copy of flyer/registration expenses)	1,299.00								0.00
Rental Car									0.00
Gas and Oil									0.00
Garage/Parking									0.00
Mileage - attach mileage form									0.00
Taxi/Shuttle Fare (include tips pd.) To/From meetings, airport, etc.		12.00	22.00	33.00				20.00	87.00
Hotel - Actual Expense Paid - Excluding Taxes		325.00	325.00	325.00				325.00	
Allowable Hotel (Lessor of Actual or GSA Allowance)		325.00	325.00	325.00	0.00	0.00	0.00	325.00	1,300.00
Hotel Taxes Paid		47.13	47.13	47.13				47.13	188.52
Telephone, Internet and Fax									0.00
Laundry									0.00
Meals, Entertainment & Incidentals (M/E&I)		71.00	71.00	71.00	71.00			71.00	
Meals (include tips pd.):									
Breakfast		6.52	6.52	6.52	6.52				
Lunch		35.70							
Dinner		24.85		83.70					
Other Meals									
Entertainment (Hospitality)									
Tips Paid to Maids, Bellhops and other hotel servers									
Taxi/Shuttle Fare (include tips pd.) To/From meal destinations									
Total Meals, Entertainment & Incidentals		67.07	9.20	78.78	3.20	0.00	0.00	0.00	
GSA Allowance for M/E&I (from above)		71.00	71.00	71.00	71.00	0.00	0.00	71.00	
Allowable M/E&I (Lessor of Actual or GSA Allowance)		67.07	9.20	71.00	3.20	0.00	0.00	0.00	150.47
Alcohol is a non-reimbursable expense									0.00
									0.00
									0.00
									0.00
<b>Total Expenses:</b>	1,760.20	451.20	403.33	476.13	3.20	0.00	0.00	392.13	1,725.99

**Grand Trip Total** 3,486.19

Less Cash Advance (attach copy of Authority ck)

Less Expenses Prepaid by Authority 1,760.20

Due Traveler - If positive amount, prepare check request

Due Authority - If negative, attach check payable to SDCRAA 1,725.99

Note: Send this report to Accounting even if the amount is \$0.

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: Linda Gehiken  
 Traveler Signature: [Signature]  
 Administrator's signature: [Signature]

Ext.: X2557  
 Date: 10/27/15  
 Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be completed by Clerk)**  
 I, Lorraine Bennett, Asst. Auth hereby certify that this document was approved by the Executive Committee at it's meeting on 11-9-2015  
 Clerk Signature: [Signature] Date: 11-9-2015

**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:** 7/2/15 **PLANNED DATE OF DEPARTURE/RETURN:** 9/27/15 / 9/30/15

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

Destination: Washington, D.C. Purpose: Attend S.D. Chamber of Commerce One Region, One Voice: Mission to Washington D.C.

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

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

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ 535.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 150.00
<b>B. LODGING</b>	\$ 1,120.00
<b>C. MEALS</b>	\$ 213.00
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ 1,299.00
<b>E. ENTERTAINMENT (If applicable)</b>	\$
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$ 3,367.00

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

Travelers Signature: [Signature] Date: 7/2/15

**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, Lorraine Bennett, Asst. 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 7-13-2015 meeting.  
 (Leave blank and we will insert the meeting date.)



# ONE REGION ★ ONE VOICE



San Diego Mission to Washington D.C.  
September 27 - 30, 2015

### Join Delegation Leaders:

**JERRY REBEL**  
Chairman  
San Diego Regional Chamber of Commerce  
Jack in the Box

**JERRY SANDERS**  
President & CEO  
San Diego Regional Chamber of Commerce

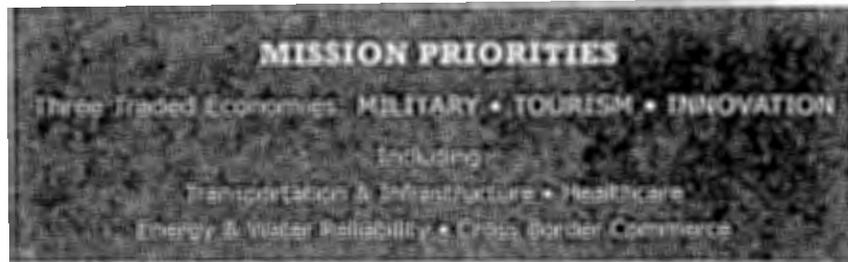
The Chamber invites you to join the discussion at our nation's capital, and make an impact on legislation and regulation that affects your business on our Ninth Annual One Region, One Voice mission to Washington D.C.

Don't miss out on this unique opportunity to...

- Make invaluable connections with D.C.'s top officials and San Diego regional leaders
- Participate in high-level meetings with U.S. administration officials and agencies, such as Department of Labor, U.S. Customs & Border Protection, Department of State, Environmental Protection Agency, U.S. Small Business Administration and many others
- Gain access to our country's top decision makers and advocate for local and regional issues important to San Diego

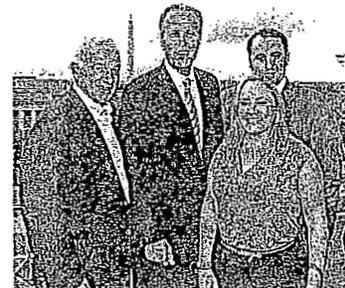
Registration includes welcome reception, three group breakfasts, two group luncheons and three evening receptions.

Join the Chamber alliance and be heard!



**APPLY NOW**

For more information please contact  
Katie Truong:  
619-544-1370  
[ktruong@sdchamber.org](mailto:ktruong@sdchamber.org)



Apply to join the delegation at [www.sdchamber.org/DC2015](http://www.sdchamber.org/DC2015)

# ONE REGION ONE VOICE

San Diego Mission to Washington D.C.  
September 27 - 30, 2015

## DELEGATE APPLICATION

PLEASE PROVIDE INFORMATION AS SHOWN ON YOUR LEGAL IDENTIFICATION. ALL FIELDS ARE REQUIRED FOR FEDERAL SECURITY CLEARANCE.

SAVE THIS FORM TO YOUR COMPUTER BEFORE FILLING IT OUT, SO THAT YOUR INFORMATION WILL BE CAPTURED.

Last Name: Robinson First Name Paul  
 Social Security #: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
 Driver's License/Passport #: \_\_\_\_\_ Country of Citizenship: U.S.A.  
 Country of Birth U.S.A. City of Birth: \_\_\_\_\_  
 Home Address: \_\_\_\_\_  
 City: San Diego State: CA Zip: 92101  
 Name Badge Preference: Paul  
 Business/Organization Name: San Diego County Regional Airport Authority  
 Job Title: Board Vice Chair  
 Business/Organization Address: 3225 N. Harbor Drive  
 City: San Diego State: CA Zip: 92101-1045  
 Email: lgehlken@san.org Phone: 619-400-2557 Mobile: \_\_\_\_\_  
 OK to receive text notifications for meeting changes?  Yes  No

PROGRAM RATES*	Per Person Rates Standard	Early Bird Discount By Friday - August 7, 2015
<input type="checkbox"/> Member Registration	\$1,699	\$1,499
<input checked="" type="checkbox"/> Second Attendee from Member Company	\$1,499	\$1,299
<input type="checkbox"/> Non-Member Registration	\$2,299	\$2,099
<input type="checkbox"/> Second Attendee from Non-Member Company	\$2,199	\$1,999
* Rates do not include hotel or air fares, see below for hotel information. Total:		\$1,299

### HOTEL INFORMATION:

San Diego Regional Chamber of Commerce has negotiated special rates for the Washington DC Delegation at The Madison - A Loews Hotel. Please make your reservation as soon as possible by contacting the hotel directly. You must mention the San Diego Regional Chamber of Commerce block to get the special group rate.

1177 Fifteenth St. NW, Washington, DC 20005  
Rate: \$325 plus tax

Reservations: 855-325-6397  
Must reserve by August 14<sup>th</sup> for special group rate

Note: When the rooms in the Chamber block are sold out, requests will be handled on a space-available basis at the hotel's standard rate. Make your reservations early!

### POLICY ISSUES

Please list from 1 to 3 your top three issues of interest (1 being most important):

Cross Border Trade & Commerce     Defense & Security     Education & Workforce Development  
 Energy & Water     Healthcare     Housing & Urban Development  
 Innovation & Technology     Transportation & Tourism     Other: \_\_\_\_\_

Once your delegate application is approved, you will be provided with the registration link to process payment for the trip. **NO APPLICATIONS ARE ACCEPTED AFTER MONDAY, SEPTEMBER 21<sup>ST</sup>.**

SEND YOUR COMPLETED APPLICATION ALONG WITH A 250-WORD BIOGRAPHY AND HEADSHOT TO [EVENTREGISTRATION@SDCHAMBER.ORG](mailto:EVENTREGISTRATION@SDCHAMBER.ORG)

Events Department - San Diego Regional Chamber of Commerce, 402 West Broadway, Suite 1000, San Diego, CA 92101

P. Robinson

# 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  
Paul Robinson

Sale #	SAL-15-008502
Sale Date	7/24/2015
Due Date	7/24/2015
Amount Due	\$0.00

Item	Unit Cost	Quantity	Total Price
Additional Delegate(s) ONLY	\$1,299.00	1	\$1,299.00
<b>Memo:</b> Event Registration			Total \$1,299.00
			Amount Paid \$1,299.00
			Balance Due \$0.00

**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.



Traveltrust Corporation  
374 North Coast Hwy 101, Suite F  
Encinitas, CA 92024  
Phone: (760) 635-1700



Thursday, 16JUL 2015 08:30 PM EDT

Passengers: PAUL EDWARD ROBINSON (02)

Agency Reference Number: CTFPBT

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

US Airways Confirmation ADGC37

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

**AIR**      **Saturday, 26SEP 2015** 

US Airways	Flight Number: 1712	Class: G-Coach/Economy
From: San Diego CA, USA	Depart: 12:30 PM	
To: Phoenix AZ, USA	Arrive: 01:45 PM	
Stops: Nonstop	Duration: 1 hour(s) 15 minute(s)	
Seats: 17C	Status: CONFIRMED	Miles: 304 / 486 KM
Equipment: Airbus A321 Jet		
DEPARTS SAN TERMINAL 2 - ARRIVES PHX TERMINAL 4		
US Airways Confirmation number is ADGC37		

**AIR**      **Saturday, 26SEP 2015** 

US Airways	Flight Number: 0498	Class: G-Coach/Economy
From: Phoenix AZ, USA	Depart: 02:45 PM	
To: Washington Reagan Natl DC, USA	Arrive: 09:58 PM	
Stops: Nonstop	Duration: 4 hour(s) 13 minute(s)	
Seats: 14C	Status: CONFIRMED	Miles: 1964 / 3142 KM
Equipment: Airbus Jet	MEAL: FOOD FOR PURCHASE	
DEPARTS PHX TERMINAL 4 - ARRIVES DCA TERMINAL C		
US Airways Confirmation number is ADGC37		

**AIR**      **Wednesday, 30SEP 2015** 

US Airways	Flight Number: 1033	Class: N-Coach/Economy
Operated By: AMERICAN AIRLINES	Depart: 10:48 AM	
From: Washington Reagan Natl DC, USA	Arrive: 01:15 PM	
To: Dallas/Ft Worth TX, USA	Duration: 3 hour(s) 27 minute(s)	
Stops: Nonstop	Status: CONFIRMED	Miles: 1177 / 1883 KM
Seats: 26C	MEAL: FOOD FOR PURCHASE	
Equipment: Boeing 737-800 Jet		
DEPARTS DCA TERMINAL C		
US Airways Confirmation number is ADGC37		

**AIR**      **Wednesday, 30SEP 2015** 

US Airways  
Operated By: AMERICAN AIRLINES  
From: Dallas/Ft Worth TX, USA  
To: San Diego CA, USA  
Stops: Nonstop  
Seats: 28C  
Equipment: Boeing 737-800 Jet  
ARRIVES SAN TERMINAL 2  
US Airways Confirmation number is ADGC37

Flight Number: 1159  
Depart: 02:00 PM  
Arrive: 03:06 PM  
Duration: 3 hour(s) 6 minute(s)  
Status: CONFIRMED  
MEAL: FOOD FOR PURCHASE

Class: N-Coach/Economy  
Miles: 1175 / 1880 KM

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. US AIRWAYS CONFIRMATION NUMBER - ADGC37 FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: PAULEDWARD ROBINSON  
Date issued: 7/16/2015 Invoice Nbr: 5349083  
Ticket Nbr: US7664900730 Electronic Tkt: Yes Amount: 431.20  
Base: 359.07 US Tax: 26.93 USD XT Tax: 45.20 USD  
Charged to: AX\*\*\*\*\*

Service fee: PAUL EDWARD ROBINSON  
Date issued: 7/16/2015  
Document Nbr: XD0649824431 Amount: 30.00  
Charged to: AX\*\*\*\*\*

Total Tickets: 431.20  
Total Fees: 30.00  
Total Amount: 461.20

Click here 24 hours in advance to obtain boarding passes:  
[US AIRWAYS](#)

Click here to review Baggage policies and guidelines:  
[US AIRWAYS](#)

Check operating carrier website for any policies that may vary.

TSA Guidance- a government issued photo id is needed for checkin.  
Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic.  
For Additional security information visit [www.tsa.gov](http://www.tsa.gov).

Thank you for choosing Traveltrust!

Our Business Hours are 2am-5:30pm Pacific Monday - Friday.

Saturday from 9am-1pm Pacific.

For EMERGENCY AFTERHOURS assistance in the US, please call 888-221-6043 and use VIP Code SJE72.

You can also use the Direct Dial Number 682-233-1914 or the collect number 682-647-0061.

Each call is billable at a minimum \$25.00.





# LOEWS

MADISON HOTEL  
WASHINGTON DC

Mr. Paul Robinson  
3225 N. Harbor  
San Diego CA 92101  
United States

Room Number: 0940  
Arrival Date: 09-26-15  
Departure Date: 09-30-15  
Confirmation Number: 13645725  
Merchant Ref #:  
Page No: 2 of 2

*Guest Name:*

## INFORMATION INVOICE

A/R No:  
Folio No: 09-30-15

Date	Description	Charges	Credits
	<b>Total</b>	<b>1,522.52</b>	<b>0.00</b>
	<b>Balance</b>	<b>1,522.52</b>	

P. ROBINSON



Old Ebbitt Grill  
675 15th Street NW  
Washington DC 20005  
202-347-4800  
www.ebbitt.com

10275 Kalman B

Tbl 123/4 Chk 5581 Gst 0  
Sep26'15 11:36PM

1 Crabcake Single	18.95
Subtotal	18.95
Sales Tax	1.90
12:20AM Total	20.85
DC Sales Tax	1.90

Old Ebbitt Grill Oyster Riot  
Friday, November 20th &  
Saturday, November 21st  
Tickets are on Sale Now!  
Get Yours Before They Sell Out  
For Tickets & Information Visit  
ebbitt.com



Old Ebbitt Grill  
675 15th Street NW  
Washington DC 20005  
202-347-4800  
www.ebbitt.com

Date: Sep27'15 12:28AM  
Card Type:  
Acct #: XXXXXXXXXX  
Card Entry: SWIPED  
Trans Type: PURCHASE  
Trans Key: GIG000371860784  
Auth Code: 595231  
Check: 5581  
Table: 123/4  
Server: 10275 Kalman B

Subtotal: 20.85  
Tip: 4  
Total: 24.85

Signature  
I agree to pay above total  
according to my card issuer  
agreement.  
\* \* \* \* Guest Copy \* \* \* \*

1 ROBINSON

Loews Madison Hotel  
1177 15th Street, NW  
Washington, D.C. 20005

Loews Madison Hotel  
1177 15th Street, NW  
Washington, D.C. 20005

102123 Sayra E

102108 Jessica L

CHK 3747

TBL 400/1

SEP27'15 7:59AM

CHK 3805  
SEP28'15 5:54AM

1 Tall Coffee	1.95
Subtotal	1.95
Food Tax	0.20
Total Due	\$2.15

1 Fiji 1L	5.00
1 Venti Coffee	2.45
Subtotal	7.45
Food Tax	0.75
Total Due	\$8.20

TIP: 1.02

TIP: 1.20

TOTAL: 3.17

TOTAL: 9.40

PRINT NAME:

PRINT NAME: Robinson

ROOM NUMBER:

ROOM NUMBER: 940

SIGNATURE:

Loews Madison Hotel  
1177 15th Street, NW  
Washington, D.C. 20005

Loews Madison Hotel  
1177 15th Street, NW  
Washington, D.C. 20005

102123 Sayra E

102108 Jessica L

CHK 3777

TBL 400/1

SEP27'15 9:59AM

CHK 3988  
SEP30'15 6:10AM

1 Grande Coffee	2.15
Subtotal	2.15
Food Tax	0.22
Total Due	\$2.37

1 Venti Coffee	2.45
Subtotal	2.45
Food Tax	0.25
Total Due	\$2.70

TIP: 1.37

TIP: 50

TOTAL: 3.74

TOTAL: \$3.20

PRINT NAME:

PRINT NAME:

ROOM NUMBER:

ROOM NUMBER:

SIGNATURE:

SIGNATURE:

STAMATIDE.

P. ROBINSON

**Bobby Van's**  
Steakhouse  
809 15th Street NW  
Washington, DC 20005  
202-589-0060

Check 228/1 09/29/15-A 9:17pm  
Guests 1 ALAN Table 04

1..TOM & MOZZ SAL 13.00  
1..SESAME TUNA 33.00  
2.

1..\*20% Gratuity (\$17.00)

"SUGGESTED GRATUITY 20%. PLEASE  
ADVISE YOUR SERVER OF ANY  
ADJUSTMENT."

Items 85.00  
Tax 8.50  
Gratuity 17.00  
TOTAL 110.50  
~~39.00~~

*20% gratuity*

$(39.00) + TAX (7.80)$   
 $[46.80]$

WWW.BOBBYVANS.COM  
TWITTER: @BobbyVanSteakDC  
facebook.com/BobbyVansSteakhouseDC  
Tweet Us And Follow Us!!!

$\leftarrow 563.70$



Loews Madison Hotel  
1177 15th Street, NW  
Washington, D.C. 20005

102108 Jessica L      2

-----  
TBL 400/1

CHK 3922

SEP29'15 8:13AM

-----  
1 Venti Coffee      2.45

Subtotal      2.45

Other      0.50

Food Tax      0.25

Payment      3.20

\$ Charge Tip      0.50

0940/Robinson

Room Charge      3.20

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

MISSING RECEIPT FORM

Board Member/Executive Committee Member must complete form below.

Date of Purchase/Event: 9/29/15

Description of Item/Event: 1 Large Fiji 1liter bottle of Water

Vendor/Event Name: Loews Madison Hotel

Dollar Amount: \$10.80 +1.08 tax= \$11.88

Reason for Missing Receipt: No receipt provided\*  
(Hotel Invoice – Folio No. 584592 identifies same information  
and is attached herein.)

\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that the original receipt in question was lost or none was issued to me.

\_\_\_\_\_  
Board Member Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Committee Member Signature

\_\_\_\_\_  
Date

**Gehlken Linda**

---

**From:** Anne McDonald <amcdonald@loewshotels.com>  
**Sent:** Tuesday, October 27, 2015 2:09 PM  
**To:** Gehlken Linda  
**Subject:** Madison Hotel receipts

Ms. Gehlken:  
Attached are the receipts for Mr. Robinson.  
I hope this is defined enough. If I can be of further assistance, please let me know.  
Thank you and have great evening.

Best Regards  
**Anne McDonald**  
*Credit Floor Manager*  
Loews Financial Services Center  
424 Church Street  
Suite 300  
Nashville TN 37219  
Direct Line (615) 340-5842  
[amcdonald@loewshotels.com](mailto:amcdonald@loewshotels.com)



BECAUSE NO ONE  
TELLS OUR STORY  
BETTER THAN YOU.

STAY WITH US  
AND SHARE.

**LOEWS** HOTELS  
AND RESORTS  
THE ROOM YOU NEED

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# LOEWS

MADISON HOTEL  
WASHINGTON DC

Mr. Paul Robinson  
3225 N. Harbor  
San Diego CA 92101  
United States

Room Number: 0940  
Arrival Date: 09-26-15  
Departure Date: 09-30-15  
Confirmation Number: 13645725  
Merchant Ref #:  
Page No: 1 of 2

Guest Name:

## INFORMATION INVOICE

A/R No:  
Folio No: 584592

10-27-15

Date	Description	Charges	Credits
09-26-15	Room Accommodation	325.00	
09-26-15	Occupancy Tax - 14.5 PCT	47.13	
09-27-15	Post Script Beverage Breakfast	Room# 0940 : CHECK# 0113747	1.95
09-27-15	Post Script Gratuity	Room# 0940 : CHECK# 0113747	1.00
09-27-15	Sales Tax Food - Post Script	Room# 0940 : CHECK# 0113747	0.20
09-27-15	Post Script Beverage Breakfast	Room# 0940 : CHECK# 0113777	2.15
09-27-15	Post Script Gratuity	Room# 0940 : CHECK# 0113777	1.00
09-27-15	Sales Tax Food - Post Script	Room# 0940 : CHECK# 0113777	0.22
09-27-15	Room Accommodation	325.00	
09-27-15	Occupancy Tax - 14.5 PCT	47.13	
09-28-15	Post Script Beverage Breakfast	Room# 0940 : CHECK# 0113805	7.45
09-28-15	Post Script Gratuity	Room# 0940 : CHECK# 0113805	1.00
09-28-15	Sales Tax Food - Post Script	Room# 0940 : CHECK# 0113805	0.75
09-28-15	Room Accommodation	325.00	
09-28-15	Occupancy Tax - 14.5 PCT	47.13	
09-29-15	Post Script Beverage Breakfast	Room# 0940 : CHECK# 0113922	2.45
09-29-15	Post Script Gratuity	Room# 0940 : CHECK# 0113922	0.50
09-29-15	Sales Tax Food - Post Script	Room# 0940 : CHECK# 0113922	0.25
09-29-15	Beverage Minibar	Room# 0940 : CHECK# 49253 1 Large Fiji 1L Bottle Water	10.80
09-29-15	Sales Tax - Minibar	4925320150929230100	1.08
09-29-15	Room Accommodation	325.00	
09-29-15	Occupancy Tax - 14.5 PCT	47.13	
09-30-15	Post Script Beverage Breakfast	Room# 0940 : CHECK# 0113988	2.45
09-30-15	Post Script Gratuity	Room# 0940 : CHECK# 0113988	0.50
09-30-15	Sales Tax Food - Post Script	Room# 0940 : CHECK# 0113988	0.25
09-30-15	XXXXXXXXXXXXX:	XX/XX	1,522.52



# LOEWS

MADISON HOTEL  
WASHINGTON DC

Mr. Paul Robinson  
3225 N. Harbor  
San Diego CA 92101  
United States

Room Number: 0940  
Arrival Date: 09-26-15  
Departure Date: 09-30-15  
Confirmation Number: 13645725  
Merchant Ref #:  
Page No: 2 of 2

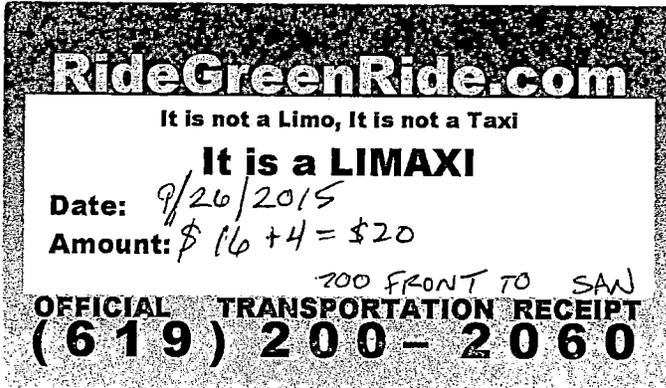
*Guest Name:*

## INFORMATION INVOICE

A/R No:  
Folio No: 584592

10-27-15

Date	Description	Charges	Credits
	Total	1,522.52	1,522.52
	Balance	0.00	



**Taxi Cab Receipt**

DATE: 9/27 TIME: 1:00 p.m.  
 TRIP ORIGIN: T&IF  
 DESTINATION: Clyde's  
Watch Chargers Game  
 FARE: \$ 9.98 + 2.02 = \$12.00  
 SIGNATURE: PERdn



**TAXICAB RECEIPT**

Time: 2:15  
 Date: 9/28/15  
 Origin of trip: Kaiser Permanente  
 Destination: Lowes Madison  
 Fare: 9.98 + 2.02  
\$12.00  
 Sign: PERdn



**TAXICAB RECEIPT**

Time: 9:00  
 Date: 9/28/15  
 Origin of trip: Lowes Madison  
 Destination: Rayburn Bldg  
 Fare: 7.85 + 3.15  
\$11.00  
 Sign: PERdn



# TAXICAB RECEIPT

Time: 9:00 a.m  
Date: 9/29/15

Origin of trip: Lowe Madison

Destination: Rayburn

Fare: 10.<sup>85</sup> + 2.<sup>00</sup> Sign: P.F. Roh  
13.<sup>00</sup>

12.85



# TAXICAB RECEIPT

Time: 11:30 a.m  
Date: 9/29/15

Origin of trip: Rayburn

Destination: 1900 K St.

Fare: 15.<sup>97</sup> + 4.<sup>00</sup> Sign: P.F. Roh  
19.<sup>90</sup>

19.90

Home > Policy & Regulations > Travel and Relocation Policy > Per Diem > Per Diem Rates >

# FY 2015 Per Diem Rates for District of Columbia

(October 2014 - September 2015)

**ADDITIONAL PER DIEM TOPICS**

- Meals & Incidental Expenses Breakdown (M&IE)
- FAQs
- State Tax Exemption Forms
- Factors Influencing Lodging Rates
- FY 2014 Per Diem Highlights
- Fire Safe Hotels
- Have a Per diem Question?
- Downloadable Per Diem Files

SEARCH BY CITY, STATE OR ZIP CODE

Enter your City

OR

Enter your ZIP Code




[Per Diem Map >](#)

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the [National Association of Counties \(NACo\) website](#) (a non-federal website).

You searched for: District of Columbia

Primary Destination (1, 2)	County (3, 4)	Max Lodging by Month (excluding taxes)											M&IE (5)		
		2014					2015								
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug		Sep	
Standard Rate	Applies for all locations without specified rates	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$46
District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	\$222	\$177	\$177	\$177	\$177	\$229	\$229	\$229	\$229	\$162	\$162	\$222	\$71	

## Footnotes

1. Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.
2. Unless otherwise specified, the per diem locality is defined as "all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries."
3. Per diem localities with county definitions shall include "all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties (unless otherwise listed separately)."
4. When a military installation or Government-related facility (whether or not specifically named) is located partially within more than one city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the rates which apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.
5. *Meals and Incidental Expenses*, see *Breakdown of M&IE Expenses* for important information on first and last days of travel.

**CONTACTS**

Additional Contacts for  
Travel Management Policy

**NEED MORE INFORMATION?**

- Rates for Alaska, Hawaii, U.S. Territories and Possessions (set by DoD)
- Rates in Foreign Countries (Set by State Dept.)
- Federal Travel Regulations (FTR)

**RELATED TOPICS**

- Travel Resources
- E-Gov Travel
- FedRooms
- POV Mileage Reimbursement Rates

Last Reviewed 2015-09-30



**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. Bowens DEPT. NAME & NO. Executive Office/BU 6  
 DEPARTURE DATE: 10/25/2015 RETURN DATE: 10/26/2015 REPORT DUE: 11/25/15  
 DESTINATION: Chicago, IL

*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	
		10/25/15	10/26/15						
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$477.20								0.00
Conference Fees (provide copy of flyer/registration expenses)									0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*		43.25	42.70						85.95
Hotel*		246.77							246.77
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)									0.00
Meals (include tips pd.)	Breakfast*								0.00
	Lunch*		8.41						8.41
	Dinner*								0.00
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous:									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>477.20</b>	<b>298.43</b>	<b>42.70</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>341.13</b>

Explanation:	Total Expenses Prepaid by Authority	477.20
	Total Expenses Incurred by Employee (including cash advances)	341.13
	<b>Grand Trip Total</b>	<b>818.33</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	477.20
	<b>Due Traveler (positive amount)<sup>2</sup></b>	
<b>Due Authority (negative amount)<sup>3</sup></b>	<b>341.13</b>	
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

<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: 11/5/15  
 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.

**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: 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: 8/20/15 PLANNED DATE OF DEPARTURE/RETURN: 10/25/15 / 10/26/15

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

Destination: Chicago, IL Purpose: Attend Airports Going Green Conference - Speaking on Panel on 10/26

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

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 500.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 100.00

B. LODGING \$ 250.00

C. MEALS \$ 100.00

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

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

F. OTHER INCIDENTAL EXPENSES \$ 50.00

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 1000.00

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

Travelers Signature: Thella F. Bowens Date: 20 Aug 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: \_\_\_\_\_

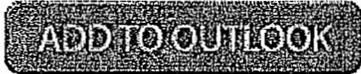
**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, Lorraine Bennett, Asst. 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 September 8, 2015 meeting.  
(Leave blank and we will insert the meeting date.)



Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700



Tuesday, 8SEP 2015 08:26 PM EDT

Passengers: THELLA BOWENS (06)

Agency Reference Number: YTMNGD

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

United Airlines Confirmation D69KSY

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
 Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

<b>AIR</b>	<b>Sunday 25 OCT 2015</b>	
<b>United Airlines</b>	<b>Flight Number: 0307</b>	<b>Class: S-Coach/Economy</b>
<b>From: San Diego CA, USA</b>	<b>Depart: 06:55 AM</b>	
<b>To: Chicago O'Hare IL, USA</b>	<b>Arrive: 01:03 PM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 4 hour(s) 8 minute(s)</b>	
<b>Seats: 08D</b>	<b>Status: CONFIRMED</b>	<b>Miles: 1719 / 2750 KM</b>
<b>Equipment: Boeing 737-700 Jet</b>	<b>MEAL: FOOD FOR PURCHASE</b>	
<b>DEPARTS SAN TERMINAL 2 - ARRIVES ORD TERMINAL 1</b>		
<b>Frequent Flyer Number: [REDACTED]</b>		
<b>ECONOMY PLUS AISLE SEAT CONFIRMED</b>		
<b>United Airlines Confirmation number is D69KSY</b>		

<b>AIR</b>	<b>Monday 26 OCT 2015</b>	
<b>United Airlines</b>	<b>Flight Number: 0395</b>	<b>Class: L-Coach/Economy</b>
<b>From: Chicago O'Hare IL, USA</b>	<b>Depart: 03:55 PM</b>	
<b>To: San Diego CA, USA</b>	<b>Arrive: 06:25 PM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 4 hour(s) 30 minute(s)</b>	
<b>Seats: 10C</b>	<b>Status: CONFIRMED</b>	<b>Miles: 1719 / 2750 KM</b>
<b>Equipment: Airbus A320 Jet</b>	<b>MEAL: FOOD FOR PURCHASE</b>	
<b>DEPARTS ORD TERMINAL 1 - ARRIVES SAN TERMINAL 2</b>		
<b>Frequent Flyer Number: [REDACTED]</b>		
<b>ECONOMY PLUS AISLE SEAT CONFIRMED</b>		
<b>United Airlines Confirmation number is D69KSY</b>		

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 - D69KSY  
 FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: THELLA BOWENS  
 Date issued: 9/8/2015 Invoice Nbr: 5354909





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- [AGG 2015 Agenda](#)
- [Zero Waste](#)
- [Hackathon](#)
- [Past Presentations](#)
- [AGG Awards](#)
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REGISTER NOW!

JOIN A SAM  
COMMITTEE

SIGN UP FOR  
SAM UPDATES

AIRPORTS GOING GREEN CONFERENCE

**AGG 2015**

All sessions will take place at Holiday Inn Chicago-Mart Plaza, 350 W. Mart Center Dr., Chicago, IL 60654. The conference will begin on Sunday, October 25, and will end after the Tour/Reception Wednesday, October 28.

**Preliminary Agenda as of August 24, 2015**

*(Subject to Change)*

**SUNDAY, OCTOBER 25**

2:00 -- 4:00 PM **Airport Rating Systems Workshop: GRI, ISO, LEED, SAM**  
 MODERATOR: Prabh Bangu, GTAA  
 David Robbins, COA  
 Ryan Spicer, DFW  
 Sharon Douglas, ATL  
 Sam Mehta, SFO  
 Robert Freeman, LAX  
 Hana Galal, YEG  
 Carlos Jose, MIA  
 Marion Town, YVR  
 Brian Imus, USGBC, Illinois Chapter

6:00 PM -- 8:00 PM **EVENING EVENT: BREWERY TOUR**



Location: Goose Island Brewery

[back to top](#)



# MONDAY, OCTOBER 26

7:30 – 8:30 AM Registration and Continental Breakfast with Exhibitors



8:30 – 9:00 AM **Welcome to Airports Going Green 2015**  
 Commissioner Ginger S. Evans, Chicago Department of Aviation  
 David Robbins, Chicago Department of Aviation  
 Gwen Basaria, AAE

9:00 – 10:30 AM **Focusing on the Force Multiplying Value of "5" in EONS**  
**MODERATOR:** Jim Crites, DFW  
 Marijn Ormstein, Amsterdam Airport Schiphol, The Netherlands  
 Angela Foster Rica, United Airlines  
 Thelma Bowers, SAN  
 Haldane Dodd, Air Transport Action Group  
*\* Live Stream*

10:30 – 11:00 A.M. Registration and Continental Breakfast with Exhibitors



11:00 – 11:50 AM **FAA Initiatives on Sustainability, Energy and Emissions Reductions Programs**  
 Eduardo Angelos, FAA, Great Lakes Region  
 Introduction to FAA's GLR Team and SATCT video

11:50 AM - 1:00 PM **Keynote Luncheon**  
 Palga Ponder, CEO, One Million Degrees  
 Kevin O'Brien, Director, Illinois Sustainable Technology Center  
 Jos Nijhuis, CEO, Schiphol Group



12:45 – 1:15 PM **Dessert with Exhibitors**

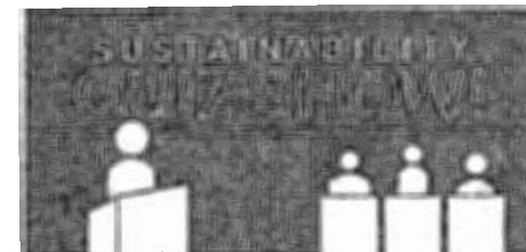


1:15 – 2:45 PM **International Perspectives : United we stand, divided we fall**  
**MODERATOR:** Marijn Ormstein, Amsterdam Airport Schiphol, The Netherlands  
 Inka Pleter, KLM Royal Dutch Airlines  
 Tania Cristina de Maneses Caldas, Infraero Aeroportos, Brazil  
 Mike Kilburn, Hong Kong International Airport

2:45 – 3:15 PM **Afternoon Refreshment Break with Exhibitors**



3:15 – 4:30 PM **Sustainability Quiz Show/Jeopardy**



**MODERATOR:** Ryan Spicer, DFW  
 Paul Manasjan, SAN  
 Rob Freeman, LAX  
 Sam Mehta, SFO



Phil Ralston, PDX

4:30 - 5:30 PM

"I Didn't Fail, I found 10,000 Ways that Won't Work"

MODERATOR 1: Nate Kimball, PAMM

MODERATOR 2: Scott Morrissey, DEN

Patrick Magnotta, FAA

Stephanie Meyn, SEA

Tiffany Finley, MSP

5:30 - 7:00 PM

Conference Reception with Exhibitors

7:30 - 8:30 PM

EVENING EVENT: SUSTAINABLE FABRICS FASHION SHOW



Location: Tunnel Night Club

Local music sponsored by: Milhouse Engineering

Emcee: David Robbins, CDA

8:30 PM - 11:00 PM

After Party



Location: John Barleycorn

Local music sponsored by: Milhouse Engineering



## TUESDAY, OCTOBER 27

7:00 - 8:00 AM Registration & Continental Breakfast with Exhibitors



CONCURRENT SESSIONS

8:00 - 9:00 AM **University Partnerships**  
 MODERATOR: Josh Peschel, Ph.D., University of Illinois at Urbana-Champaign  
 University of Illinois Student Researchers  
 Devonne Jackson, The Dums Group *(invited)*  
 Tammera Holmes, Aerostar Corp

8:00 - 9:00 AM **What's New in Sustainable Products & Services? Exhibitor/ Vendor Pecha Kucha'**  
 MODERATOR: Stephanie Kaszaros, Bright Beat

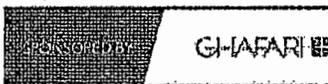
9:00 - 10:00 AM **Talent: Making Decisions Today as if Tomorrow Matters**  
 MODERATOR: Amy Armstrong, BNA  
 Jeffrey Lindeman, SAN  
 Janet Barrow, SDF  
 Gale LaRoche, DTW

10:00 - 10:30 AM Morning Break with Exhibitors

10:30 - 11:30 AM **Case Study: ACRP Updates**  
 MODERATOR: Robert Osborne, Shreveport  
 ACRP Project 441  
 Steve Barrett, HMMH  
 ACRP Projects 02-49 & 02-40, Weather Resiliency  
 Adam Klauhor, ICF

10:30 - 11:30 AM **Case Studies**  
 MODERATOR: David Robbins, CDA  
 United Airlines Sustainability Initiatives  
 Greg Kozak, United Airlines  
 Rio de Janeiro 2016 Olympics Readiness  
 Milena Martorelli, Rio de Janeiro International Airport  
 Tampa International Airport  
 Melissa Solberg, Tampa International Airport

11:30 - 12:45 PM **Luncheon & Keynote Address, Airports Going Green Awards Presentation**



Robert H. Miller, Photographer & Author, National Geographic *(invited)*  
 Airports Going Green Awards Presentation

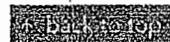
12:45 - 1:15 PM Dessert with Exhibitors



CONCURRENT SESSIONS

1:15 - 2:30 PM **Sustainability into the Future and the Rise in Resilience!**  
 MODERATOR: Tiffany Finley, MSP  
 Sonya Wilson, LAS  
 Jacob Gilkel, Massport  
 Christine Eid, MTC Program, Abu Dhabi Airports

1:15 - 2:30 PM **"Much Ado About Data"**  
 MODERATOR: Jeff Pohlmann, VP, North America Big Data, Oracle Corporation  
 Panelists:  
 Todd Reynolds, Event Director, Louis Vuitton America's Cup World Series Chicago  
 Ian Burns, Director of Performance, ORACLE TEAM USA (via Skype)  
 Mark Gallagher, VP of Airports for SITA North America  
 Don Staffen, Partner, Amberleaf





Scott Wilkin, Associate Director of Economic Development, National Center for Supercomputing Applications, University of Illinois at Urbana-Champaign

2:30 - 3:00 PM **Afternoon Break with Exhibitors**

**CONCURRENT SESSIONS**

3:00 - 4:15 PM **Sustainability & Diversity**  
*Agree/Disagree Format*  
**MODERATOR:** Ernest Huffman, Jacobsen/Dankels Associates  
 Shanetta Griffin, IND  
 Meenakshi Singh, SJC (former)  
 Carol Bell, B. Coleman Aviation  
 Liza Mlagro, ATL (invited)  
 David Comeaux, DFW  
 Doug Harris, The Kaleidoscope Group, LLC  
 \* *Live Stream*

3:00 - 4:00 PM **Implementing Green Concessions Programs at Airports**  
**MODERATOR:** Tom Kornack, Hudson Group  
 Jeff Fouts, Coca-Cola  
 Eloise Karlatras, Green Chicago Restaurant Coalition

4:15- 5:00 PM **Sustainable Foods and Brews**  
**MODERATOR 1:** Devon Ray, HMSHost  
**MODERATOR 2:** Katie Carpenter, AUS



**WEDNESDAY, OCTOBER 28**

9:00 AM - 2:00 PM **O'HARE INTERNATIONAL AIRPORT AIRFIELD TOUR AND T5 RECEPTION**



Airports Going Green





# Holiday Inn

10

11-03-15

Thella Bowens Po Box 82776	Folio No.	: 923869	Room No.	: 2214
	A/R Number	:	Arrival	: 10-25-15
	Group Code	:	Departure	: 10-26-15
	Company	:	Conf. No.	: 68415708
	Membership No.	:	Rate Code	: IMGOV
	Invoice No.	:	Page No.	: 1 of 1

Date	Description	Charges	Credits
10-25-15	Cityscape Bar-Lunch Room# 2214 : CHECK# 4251	3.50	
10-25-15	Cityscape-Beverage Room# 2214 : CHECK# 4251	2.75	} \$8.41 receipt attached
10-25-15	Lounge 1 - Gratuity Room# 2214 : CHECK# 4251	\$ 1.50 <del>3.00</del>	
10-25-15	Lounge 1 - Tax Room# 2214 : CHECK# 4251	0.66	
10-25-15	Room Accommodations	212.00	} \$ 246.77
10-25-15	Tax - State Hotel	25.23	
10-25-15	Tax - City Hotel	9.54	
10-26-15	American Express XXXXXXXXXXXX [REDACTED]		256.68
<b>Total</b>		<b>256.68</b>	<b>256.68</b>
<b>Balance</b>		<b>0.00</b>	

**Guest Signature:** \_\_\_\_\_

I have received the goods and / or services in the amount shown hereon. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

**RECEIPTS FROM TRAVEL TO CHICAGO, IL  
OCTOBER 25-26, 2015 - THELLA F. BOWENS**

**HOLIDAY INN**  
<> Cityscape Bar <>  
350 W Mart Center Drive  
Chicago IL 60654

2001 Jeff D

-----  
Tb1 807/1      Chk 4251      Gst 0  
                 Oct25'15 01:47PM  
-----

**Cityscape**  
1 Cottage Fries            3.50  
1 Iced Tea                    2.75  
  
Sub Total                    6.25  
Tax                            0.66  
TOTAL DUE                    **6.91**

ROOM: \_\_\_\_\_  
TIP:                            \$ 1.50  
TOTAL:                        \$ 8.41  
Print: \_\_\_\_\_  
Signature: \_\_\_\_\_

**RECEIPTS FROM TRAVEL TO CHICAGO, IL  
OCTOBER 25-26, 2015 - THELLA F. BOWENS**

BLUE DIAMOND  
 CAB # 4018  
 10/25/15 TR 860  
 START END MILES  
 13:04 13:30 0.0  
 FARE: \$ 35.25  
 EXTRA: \$ 2.00  
 TOLL: \$ 0.00  
 SRCH: \$ 0.00  
 TOTAL: \$ 37.25  
 CALL 311 FOR  
 COMPLIMENTS OR  
 COMPLAINTS

TIP \$6  
 = \$ 43.25

**CHICAGO CARRIAGE CAB CO.**

DATE 10/26/15  
 TIME \_\_\_\_\_  
 FROM HOTEL  
 TO AIRPORT



DRIVER \_\_\_\_\_  
 PASSENGER \_\_\_\_\_  
 CAB NO. \_\_\_\_\_  
36.70  
 FARE AMOUNT.



Online Reservations for Local & Nationwide Service  
**CHICAGOCARRIAGECAB.COM**  
 312-326-2221 • Toll Free: 877-547-8294



TIP \$6 = \$ 42.70

**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: 9/26/2015 RETURN DATE: 9/30/2015 REPORT DUE: 10/30/15  
 DESTINATION: Washington, DC

*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	
		9/27/15	9/28/15	9/29/15	9/30/15			9/26/15	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$386.20								0.00
Conference Fees (provide copy of flyer/registration expenses)	\$1,299.00								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.)*		29.00		76.00				77.44	182.44
Hotel*		372.13	372.13	372.13				372.13	1,488.52
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)									0.00
Meals (include tips pd.)	Breakfast*			24.90					24.90
	Lunch*	33.00							33.00
	Dinner*			57.50				61.70	119.20
	Other Meals*				4.65				4.65
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous:									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>1,685.20</b>	<b>405.13</b>	<b>401.13</b>	<b>454.53</b>	<b>80.65</b>	<b>0.00</b>	<b>0.00</b>	<b>511.27</b>	<b>1,852.71</b>
Explanation:	Total Expenses Prepaid by Authority								1,685.20
	Total Expenses Incurred by Employee (including cash advances)								1,852.71
	<b>Grand Trip Total</b>								<b>3,537.91</b>
	Less Cash Advance (attach copy of Authority ck)								
	Less Expenses Prepaid by Authority								1,685.20
	Due Traveler (positive amount) <sup>2</sup>								
Due Authority (negative amount) <sup>3</sup>								1,852.71	
<i>Note: Send this report to Accounting even if the amount is \$0.</i>									

<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.  
<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.: 2447  
 Traveler Signature: Thella F. Bowens Date: 27 Oct 2015  
 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. Whichever 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: 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:** 6/29/15 **PLANNED DATE OF DEPARTURE/RETURN:** 9/26/15 / 9/30/15

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

Destination: Washington, DC Purpose: Attend SD Chamber of Commerce, "One Vision, One Voice" Mission

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

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	<u>500.00</u>
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	<u>100.00</u>
B. LODGING	\$	<u>1370.00</u>
C. MEALS	\$	<u>300.00</u>
D. SEMINAR AND CONFERENCE FEES	\$	<u>1299.00</u>
E. ENTERTAINMENT (if applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	<u>100.00</u>
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$	<u><b>3669.00</b></u>

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

Travelers Signature: *Thella F. Bowens* Date: 30 June 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.

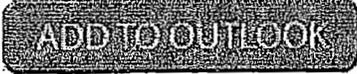
Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

I, Lorraine Bennett, Asst. 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 July 13, 2015 meeting.  
 (Leave blank and we will insert the meeting date.)



Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700



Tuesday, 21JUL 2015 12:09 PM EDT

Passengers: THELLA BOWENS

Agency Reference Number: TTARFX

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

United Airlines Confirmation O3XEPR

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
 Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

<b>AIR</b>	<b>Saturday, 26SEP 2015</b>	
<b>United Airlines</b>	<b>Flight Number: 1026</b>	<b>Class: K-Coach/Economy</b>
<b>From: San Diego CA, USA</b>	<b>Depart: 07:50 AM</b>	
<b>To: Washington Dulles DC, USA</b>	<b>Arrive: 03:45 PM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 4 hour(s) 55 minute(s)</b>	
<b>Seats: 08C</b>	<b>Status: CONFIRMED</b>	<b>Miles: 2260 / 3616 KM</b>
<b>Equipment: Boeing 737-900 Jet</b>	<b>MEAL: FOOD FOR PURCHASE</b>	
<b>DEPARTS SAN TERMINAL 2</b>		
<b>Frequent Flyer Number: [REDACTED]</b>		
<b>United Airlines Confirmation number is O3XEPR</b>		

<b>AIR</b>	<b>Wednesday, 30SEP 2015</b>	
<b>United Airlines</b>	<b>Flight Number: 1144</b>	<b>Class: K-Coach/Economy</b>
<b>From: Washington Dulles DC, USA</b>	<b>Depart: 05:44 PM</b>	
<b>To: San Diego CA, USA</b>	<b>Arrive: 08:18 PM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 5 hour(s) 34 minute(s)</b>	
<b>Seats: 08D</b>	<b>Status: CONFIRMED</b>	<b>Miles: 2260 / 3616 KM</b>
<b>Equipment: Boeing 737-900 Jet</b>	<b>MEAL: FOOD FOR PURCHASE</b>	
<b>ARRIVES SAN TERMINAL 2</b>		
<b>Frequent Flyer Number: [REDACTED]</b>		
<b>United Airlines Confirmation number is O3XEPR</b>		

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 - O3XEPR FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: THELLA BOWENS  
 Date issued: 7/21/2015 Invoice Nbr: 5349424  
 Ticket Nbr: UA7665803709 Electronic Tkt: Yes Amount: 356.20  
 Base: 305.12 US Tax: 22.88 USD XT Tax: 28.20 USD

Charged to: [REDACTED]

Service fee: THELLA BOWENS

Date issued: 7/21/2015

Document Nbr: XD0649946957

Amount: 30.00

Charged to: [REDACTED]

Total Tickets: 356,20

Total Fees: 30,00

Total Amount: 386,20

**Click here 24 hours in advance to obtain boarding passes:**

[UNITED](#)

**Click here to review Baggage policies and guidelines:**

[UNITED](#)

TSA Guidance- a government issued photo id is needed for checkin.  
Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic.  
For Additional security information visit [www.tsa.gov](http://www.tsa.gov).

Thank you for choosing Traveltrust!

Our Business Hours are 2am-5:30pm Pacific Monday - Friday.

Saturday from 9am-1pm Pacific.

For EMERGENCY AFTERTHOUS assistance in the US, please call 888-221-6043 and use VIP Code SJE72.

You can also use the Direct Dial Number 682-233-1914 or the collect number 682-647-0061.

Each call is billable at a minimum \$25.00.

# PAYMENT

San Diego Regional Chamber of Commerce  
402 West Broadway, Suite 1000  
San Diego, CA 92101  
(619) 544-1300



San Diego County Regional Airport Authority  
P.O. Box 82776,  
San Diego, CA 92138-2776  
Thella Bowens

Payment #	PAY-15-007240
Payment Date	6/30/2015 3:40 PM
Amount Paid	\$1,299.00
Payment Status	Posted

Item	Unit Cost	Quantity	Total Price
Additional Delegate(s) ONLY	\$1,299.00	1.0	\$1,299.00
Memo:	Total \$1,299.00		
	Amount Applied \$1,299.00		
	Balance Remaining \$0.00		

**Notice:**

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.



U.S. BANCORP SERVICE CENTER  
 P. O. Box 8343  
 Fargo, ND 58125-6343



SAN DIEGO CNTY RGNL ARPRT AUTH

ACCOUNT NUMBER [REDACTED]

STATEMENT DATE 07-22-15

TOTAL ACTIVITY [REDACTED]

000010368 1 SP 106481127265921 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 8/6/2015 Approver [Signature] Date 8/6/15

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
07-02	07-01	SD REGIONAL CHAMBER OF 618-544-1328 CA PUR ID: Web Registration TAX: 0.00	24493985182206302100127	5999	1,299.00

Default Accounting Code:			
CUSTOMER SERVICE CALL  800-344-5696	ACCOUNT NUMBER [REDACTED]		ACCOUNT SUMMARY
	STATEMENT DATE 07-22-15	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 8335 FARGO, ND 58125-6335	AMOUNT DUE \$ 0.00 DO NOT REMIT		CASH ADVANCES \$ .00 CASH ADVANCE FEE \$ .00 CREDITS \$ .00
			TOTAL ACTIVITY [REDACTED]

# LH LOEWS

MADISON HOTEL  
WASHINGTON DC

Ms. Phella Bowens  
P.O Box 82776  
San Diego CA 92138  
United States

Room Number: 0703  
Arrival Date: 09-26-15  
Departure Date: 09-30-15  
Confirmation Number: 13539345  
Merchant Ref #:  
Page No: 1 of 1

Guest Name:

**INFORMATION INVOICE**

A/R No:

Folio No:

09-30-15

Date	Description	Charges	Credits
09-26-15	Room Accommodation	325.00	} \$ 372.13
09-26-15	Occupancy Tax - 14.5 PCT	47.13	
09-27-15	Room Accommodation	325.00	} \$ 372.13
09-27-15	Occupancy Tax - 14.5 PCT	47.13	
09-28-15	Room Accommodation	325.00	} \$ 372.13
09-28-15	Occupancy Tax - 14.5 PCT	47.13	
09-29-15	Rural Society Food Breakfast Room# 0703 : CHECK# 0125676	16.00	} \$24.90 - RECEIPT ATT.
09-29-15	Rural Society Beverage Breakfast Room# 0703 : CHECK# 0125676	3.00	
09-29-15	Rural Society Gratuity Room# 0703 : CHECK# 0125676	4.00	
09-29-15	Sales Tax Food - Rural Society Res Room# 0703 : CHECK# 0125676	1.90	
09-29-15	Room Accommodation	325.00	} \$ 372.13
09-29-15	Occupancy Tax - 14.5 PCT	47.13	
09-30-15	American Express <del>XXXXXXXXXXXX</del> XX/XX		1,513.42
<b>Total</b>		<b>1,513.42</b>	<b>1,513.42</b>
<b>Balance</b>		<b>0.00</b>	



# LOEWS

MADISON HOTEL  
WASHINGTON DC

Ms. Phella Bowens  
P.O Box 82776  
San Diego CA 92138  
United States

Room Number: 0703  
Arrival Date: 09-26-15  
Departure Date: 09-30-15  
Confirmation Number: 13539345  
Merchant Ref #:  
Page No: 1 of 1

Guest Name:

### INFORMATION INVOICE

A/R No:

Folio No:

09-30-15

Date	Description		Charges	Credits
09-27-15	Rural Society Food Lunch	Room# 0703 : CHECK# 0125396	20.00	
09-27-15	Rural Society Beverage Lunch	Room# 0703 : CHECK# 0125396	5.00	
09-27-15	Rural Society Gratuity	Room# 0703 : CHECK# 0125396	5.50	
09-27-15	Sales Tax Food - Rural Society Res	Room# 0703 : CHECK# 0125396	2.50	
09-30-15	American Express	XXXXXXXXXX [REDACTED] XX/XX		33.00
<b>Total</b>			<b>33.00</b>	<b>33.00</b>
<b>Balance</b>			<b>0.00</b>	

\$33.00 - RECENT  
ATTACHED

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC  
SEPTEMBER 26-30, 2015 - THELLA F. BOWENS**

9/26

Bistro Bis  
15 E STREET NW  
WASHINGTON D.C.  
202-661-2700

Bistro Bis  
15 E STREET NW  
WASHINGTON D.C.  
202-661-2700

Server: Edgar  
Table 63/1  
Guests: 4  
Menu: Dinner

09/26/2015  
9:26 PM  
40015

Server: Edgar  
09:30 PM  
Table 63/1

DOB: 09/26/2015  
09/26/2015  
4/40015

~~Coq au Vin 18.50~~  
~~Filet Mignon 12.75~~  
~~Boeuf Bourguignon 28.00~~  
~~Filet au Gratin Bourguignon 18.00~~  
~~Steak au Poivre 18.00~~  
~~Steak au Gratin 18.00~~  
Beet Salad au Citron 12.50 ✓  
Fruit l'Ardenaise 24.75 ✓  
~~Crème Brûlée 9.75~~  
~~Crème Brûlée 9.75~~  
Creme Brulee 9.75 ✓

Subtotal 24.75 199.50  
Tax 9.75 19.95  
Total 47.00 219.45  
TAX 4.70  
Balance Due 51.70 219.45  
TIP 10.00

For Private Dining Information  
Call 202.661.2701

TOTAL \$61.70

SALE

4194316  
Card #XXXXXXXXXX  
Magnetic card present: BOWENS THELLA F  
Card Entry Method: S  
Approval: 519102

Amount: 51.70 \$ 219.45  
+ Tip: 10.00  
= Total: 61.70

I agree to pay the above  
total amount according to the  
card issuer agreement.

X \_\_\_\_\_

Customer Copy

DULLES AIRPORT TAXI INC.  
PART OF WASHINGTON FLYER  
CAB #050  
09/26/15 16:15  
09/26/15 16:54  
TRIP # 2355  
DIST 26.80 mi  
FARE \$ 63.44  
EXTRAS \$ 14.00  
TOTAL \$ 77.44  
THANKS FOR USING US  
703-661-8230



**RECEIPTS FROM TRAVEL TO WASHINGTON, DC  
SEPTEMBER 26-30, 2015 - THELLA F. BOWENS**

9/27/15

Loews Madison Hotel  
1177 15th Street, NW  
Washington, D.C. 20005

102117 BINYAM 2

TBL 41/1 GST 1  
CHK 5396  
SEP27'15 2:22PM

LUNCH

1 SALMON AHUMADO 10.00  
1 Aguacate 10.00  
1 Lg Cranberry 5.00

Subtotal 25.00  
Other 5.50  
Food Tax 2.50  
Payment 33.00  
\$ Charge Tip 5.50  
0703/Bowens  
Room Charge 33.00

RECEIPTS FROM TRAVEL TO WASHINGTON, DC  
SEPTEMBER 26-30, 2015 - THELLA F. BOWENS

9/28



TAXICAB RECEIPT

Time: \_\_\_\_\_  
Date: 9/28/15  
Origin of trip: Wentworth  
Destination: Bayman Bldg  
Fare: 12.25 Sign: \_\_\_\_\_  
TIP \$1.75 = \$14.00



TAXICAB RECEIPT

Time: \_\_\_\_\_  
Date: 9/28/15  
Origin of trip: RESTAURANT NEWPORT AVE  
Destination: HOTEL  
Fare: 5.68 Sign: \_\_\_\_\_  
TIP \$1.32 = \$7.00



Taxi Cab Receipt

DATE: 9/28/15 TIME: \_\_\_\_\_  
ORIGIN HOTEL CAB # \_\_\_\_\_  
DESTINATION: MICROSOFT  
FARE: \$ 6.75 SIGNATURE \_\_\_\_\_  
TIP 1.25 = \$8.00

TOTAL CAB  
RECEIPTS  
\$29.00

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC  
SEPTEMBER 26-30, 2015 - THELLA F. BOWENS**

9/29

**Bobby Van's**  
Steakhouse  
809 15th Street NW  
Washington, DC 20005  
202-589-0060

Check 226/2 09/29/15-A 9:17pm  
Guests 1 ALAN Table 04

1..TOMATO & ONION 10.00  
1..CRABCAKE MAIN 35.00

~~1..\*20% Gratuity (\$10.80)~~  
"SUGGESTED GRATUITY 20%. PLEASE  
ADVISE YOUR SERVER OF ANY  
ADJUSTMENT."

	Items	45.00	54.00
	Tax	4.50	5.40
	Gratuity	<del>10.80</del>	
	TOTAL	49.50	<del>70.20</del>
	TIP	8.00	

Additional Gratuity             
\$57.50 TOTAL 49.50

1. ~~XXXXXXXXXXXX~~/XXXX S A:565922  
BOWENS, THELL 1994 09/29 21:22 70.20

Customer Copy

**Bobby Van's**  
Steakhouse  
809 15th Street NW  
Washington, DC 20005  
202-589-0060

Check 226/1 09/29/15-A 9:17pm  
Guests 1 ALAN Table 04

1..TOMATO & ONION 10.00  
1..CRABCAKE MAIN 35.00

~~1..\*20% Gratuity (\$10.80)~~  
"SUGGESTED GRATUITY 20%. PLEASE  
ADVISE YOUR SERVER OF ANY  
ADJUSTMENT."

	Items	45.00	54.00
	Tax	4.50	5.40
	Gratuity	<del>10.80</del>	
	TOTAL	<del>70.20</del>	

\$57.50

WWW.BOBBYVANS.COM  
TWITTER: @BobbyVanSteakDC  
facebook.com/BobbyVansSteakhouseDC  
Tweet Us And Follow Us!!!

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC  
SEPTEMBER 26-30, 2015 - THELLA F. BOWENS**

9/29-9/30

1177 15th Street, NW  
Washington, D.C. 20005

102103 Daniel S 2

TBL 36/2

CHK 5678  
SEP29'15 8:21AM

1 Frut Grain Yogrt 11.00  
1 Bacon 5.00  
1 Coffee 3.00

Subtotal 19.00  
Food Tax 1.90  
Total Due \$20.90

TIP: 4.00

TOTAL: \$ 24.90

PRINT NAME: \_\_\_\_\_

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

SIGNATURE: \_\_\_\_\_



**Be Right Burger**  
Dulles Int'l Airport  
(703) 572-5390  
www.cintl.com

1916 Laony 0

chk 1610 Sep30'15 04:34P Gst 0

**Dine In**

1 Chili 4.39

XXXXXXXXXX 4.65

Subtotal 4.39

Tax 0.26

Payment 4.65

1916 Check Closed

SEP 30 01:25PM



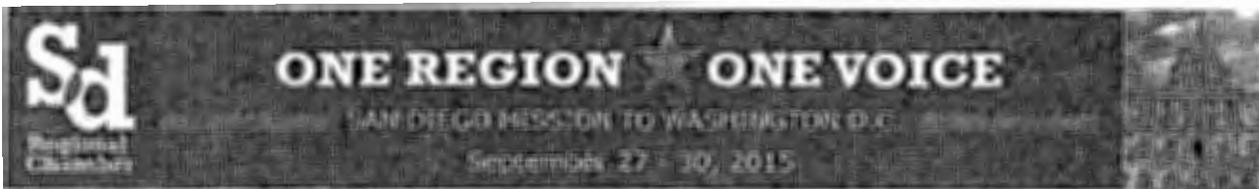
**Taxi Cab Receipt**

DATE: 9/30/15 TIME: \_\_\_\_\_

ORIGIN: Hotel CAB # \_\_\_\_\_

DESTINATION: Dulles airport

FARE: \$ 16.65 SIGNATURE: [Signature]



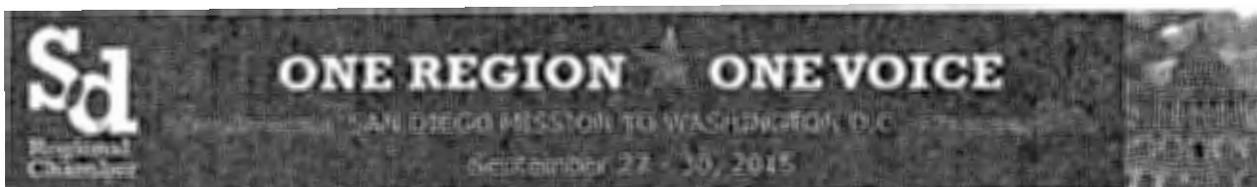
## Tentative Itinerary

### SUNDAY, 09/27

<b>SUN</b> 7:00 p.m. - 9:00 p.m.	<b>WELCOME RECEPTION</b> <i>Sponsored by: Kaiser Permanente</i> <u>Location:</u> The Madison Hotel (Montpelier Room) <u>Welcome:</u> Jerry Sanders <u>Speakers:</u> Mara Liasson, National Political Correspondent, NPR, Congressman Scott Peters (CA-52)
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### MONDAY, 09/28

<b>MON</b> 7:45 a.m. 8:00 a.m.	<b>DELEGATION PHOTO</b> <u>Location:</u> The Madison Hotel (Montpelier Room)	Photo
<b>MON</b> 8:00 a.m. 9:15 a.m.	<b>OPENING BREAKFAST</b> <i>Sponsored by: San Diego State University</i> <u>Welcome:</u> Jerry Sanders, President & CEO <u>Speakers:</u> Regional Agenda, Mayor Kevin Faulconer, Mayor Jorge Arriazaran, SDSU Comments, Dr. Elliot Hershman, President <u>Closing:</u> The Honorable Ellen Tauscher, Congressmember and Undersecretary of State for Arms Control & International Security Affairs <u>Location:</u> The Madison Hotel (Dolley Madison Room)	General
<b>MON</b> 9:15 a.m. - 9:45 a.m.	<b>MEETING WITH THE OFFICE OF CONGRESSMEMBER DARRELL ISSA (CA-49)</b> <u>Meeting with:</u> Chelsea Cuellar, Legislative Correspondent <u>Location:</u> 2269 Rayburn <u>Team Leader:</u> Peter Callstrom	Workforce Development
<b>MON</b> 9:15 a.m. - 9:35 a.m.	<b>MEETING WITH THE OFFICE OF SENATOR ORRIN HATCH (UT)</b> <u>Meeting with:</u> Alvin Chan, Tax Policy Advisor <u>Location:</u> 104 Hart Senate Office Building (atrium level) <u>Team Leader:</u> Tom Cleary & Bob Brower	Education
<b>MON</b> 9:30 a.m. - 10:00 a.m.	<b>MEETING WITH THE OFFICE OF CONGRESSMEMBER DUNCAN HUNTER (CA-50)</b> <u>Meeting with:</u> Reed Linsk, Legislative Director <u>Location:</u> Cannon House Office Building, 223 <u>Team Leader:</u> Victoria Stackwick	Transportation



## Tentative Itinerary

<b>MON</b> 9:45 a.m. - 10:30 a.m.	<b>MEETING WITH WHITEBOARD ADVISORS (Education Policy &amp; Political Experts)</b> <u>Meeting with:</u> David Deschryver, Co-Director <u>Location:</u> House Capitol Building Room 8 <u>Team Leader:</u> James Tarbox	Education Workforce Development
<b>MON</b> 9:45 a.m. - 10:15 a.m.	<b>MEETING WITH OFFICE OF CONGRESSMEMBER TED LIEU (CA-33)</b> <u>Meeting with:</u> Andrew Lachmann, Legislative Assistant <u>Location:</u> 415 Cannon House Office Building <u>Team Leader:</u> John Ohanian	Innovation & Technology
<b>MON</b> 10:00 a.m. - 10:30 a.m.	<b>MEETING WITH THE OFFICE OF CONGRESSMEMBER JOHN MICA (FL-7)</b> <u>Meeting with:</u> Sean McMaster, Deputy Chief of Staff <u>Location:</u> 2187 Rayburn House Office Building <u>Team Leader:</u> Victoria Stackwick	Transportation
<b>MON</b> 10:00 a.m. - 11:30 a.m.	<b>U.S. DEPARTMENT OF COMMERCE</b> <u>Meeting with:</u> Deputy Assistant Secretary for the Western Hemisphere, John Andersen (ITA); Deputy Assistant Secretary for Regional Affairs Thomas Guevara (EDA); JC Thomas, Sempra. <u>Location:</u> 1401 Constitution Ave NW <u>Team Leaders:</u> JC Thomas & Councilmember David Alvarez	Trade Energy FULL  HLED
<b>MON</b> 10:00 a.m. - 11:00 a.m.	<b>MEETING WITH THE WHITE HOUSE COUNCIL OF ECONOMIC ADVISORS</b> <u>Meeting with:</u> Jay Shambaugh, Member of the Council of Economic Advisors <u>Location:</u> 1650 Pennsylvania Avenue NW (Enter through the SW appointment gate at corner of 17th St. NW and State Pl. NW). <i>All members of group will need valid, government-issued photo IDs and security will take approximately 30 minutes - meeting starts at 10, so be there at 9:30.</i> <u>Team Leaders:</u> Lani Lutar/Brian Marshall & Nate Turnbull	Economic Development
<b>MON</b> 10:30 a.m. - 11:30 a.m.	<b>MEETING WITH TIM HILL, DEPUTY DIRECTOR, CENTER FOR MEDICAID &amp; CHIP SERVICES</b> <u>Location:</u> Hubert H. Humphrey Building, Room 405A, 200 Independence Avenue SW <u>Team Leaders:</u> Tom Gehring & Gary Rotto	Healthcare Homeless/ Housing
<b>MON</b> 10:30 a.m. - 11:00 a.m.	<b>MEETING WITH THE HOUSE COMMITTEE ON VETERANS' AFFAIRS STAFF</b> <u>Meeting with:</u> Mike Brinck, Deputy Staff Director, House Committee on Veterans' Affairs <u>Location:</u> 335 Cannon House Office Building <u>Team Leader:</u> Bill York	Veterans Homeless/ Housing
<b>MON</b> 11:00 a.m. - 11:45 a.m.	<b>MEETING WITH CAITLIN HUGHES RAYMAN, DIRECTOR, OFFICE OF FREIGHT MANAGEMENT &amp; OPERATIONS (DEPARTMENT OF TRANSPORTATION)</b> <u>Location:</u> USDOT East Building; 1200 New Jersey Ave., SE (enter on 4th St., SE between M Street and Tingey Street) <u>Team Leaders:</u> Dora McCann & Victoria Stackwick	Transportation



# ONE REGION ONE VOICE

Supporting the CAN DETROIT MISSION TO WASHINGTON D.C.

September 27 - 30, 2015

## Tentative Itinerary

MON 11:10 a.m. - 12:00 p.m.	<b>MEETING WITH ACTING ASSISTANT SECRETARY OF EDUCATION JOHAN UVIN</b> <u>Location:</u> U.S. Department of Education; Potomac Center Plaza 550 12 St., SW - 11th Floor <u>Team Leader:</u> Peter Callstrom	Workforce Education
MON 11:30 a.m. - 12:00 p.m.	<b>MEETING WITH REPRESENTATIVE MIMI WALTERS (CA-45)</b> <u>Location:</u> 236 Cannon House Office Building <u>Team Leader:</u> Melanie Nally	Technology Innovation Water
MON 12:00 p.m. - 1:30 p.m.	<b>DELEGATION LUNCHEON</b> <u>Sponsored by:</u> Kaiser Permanente <u>Location:</u> Center for Total Health, 700 2nd St NE <u>Welcome:</u> Peter Callstrom & Phil Blair <u>Speaker:</u> U.S. Secretary of Labor, Thomas Perez	General
MON 1:00 p.m. - 2:30 p.m.	<b>WHITE HOUSE INNOVATION ROUNDTABLE</b> <u>Host:</u> Greg McKee, CONNECT <u>Opening discussion:</u> Senior Official   White House Office of Legislative Affairs Senior Official   White House Business Counsel <u>Panel 1:</u> White House Office of Science and Technology Policy   Technology & Innovation Division <u>Panel 2:</u> Greg Winfree   Asst. Secretary for Research & Innovation (DOT), Unmanned Vehicles; Pippa Scarlett   Senior Counsel, White House Intellectual Property Enforcement Coordinator; Javier Saade   Assoc. Administrator Investment and Innovation (SBA) <u>Location:</u> White House, Eisenhower Executive Office Building (EEOB) – Room 430 A & B <u>Team Leader:</u> Nate Turnbull	Innovation/ Technology Transportation
MON 1:00 p.m. - 2:00 p.m.	<b>MEETING WITH ASSISTANT SECRETARY OF THE NAVY, DENNIS V. MCGINN</b> <u>Location:</u> Pentagon, 1400 Defense Pentagon <u>Team Leaders:</u> Larry Blumberg	Military
MON 1:30 p.m. - 2:30 p.m.	<b>VETERANS ROUNDTABLE</b> <u>Speakers:</u> Undersecretary of Defense for Personnel & Readiness, Brad Carson; Karl McDonough, Vets' Community Connections, Doug Wilson, Vets' Community Connections, former Pentagon senior spokesman and communications strategist <u>Location:</u> Kaiser Permanente; Center for Total Health, 700 2nd St NE	Veterans
MON 1:30 p.m. - 2:00 p.m.	<b>MEETING WITH LEADERS ENGAGED ON ALZHEIMER'S DISEASE (LEAD) &amp; DEMENTIA FRIENDLY AMERICA INITIATIVE (DFAI)</b> <u>Meeting with:</u> Ian Kremer, Executive Director, LEAD & Olivia Mastry, Executive Director, DFAI, Alex Clark <u>Location:</u> House Capitol Building, Room 8 (HC-8) <u>Team Leaders:</u> Sarah Steinhoffer & Michael Bardin	Healthcare
MON	U.S. DEPARTMENT OF STATE	Cross-Border



# ONE REGION ONE VOICE

SAN DIEGO MISSION TO WASHINGTON D.C.

September 27 - 30, 2015

## Tentative Itinerary

2:00 p.m. - 3:00 p.m.	<p><u>Meeting with:</u> Susan Saarnio, Deputy Assistant Secretary</p> <p><u>Location:</u> 2201 C Street NW (Corner of 23rd)</p> <p><u>Team Leaders:</u> William Ostick, Jason Wells &amp; Alex Hinojosa</p>	FULL
MON 2:00 p.m. - 3:30 p.m.	<p><b>HOUSING &amp; URBAN DEVELOPMENT (HUD) MEETINGS WITH HUD STAFF</b></p> <p><u>Meeting with:</u> Deputy Secretary Nani Coloretti; Deputy Secretary Lourdes Castro Ramirez, Interagency Council on Homeless; Pat Hoban-Moore, Chief Administrative Officer</p> <p><u>Location:</u> HUD Offices, 451 7th Street SW</p> <p><u>Team Leaders:</u> Rick Gentry &amp; Danny Reeves</p>	Housing/ Homelessness
MON 2:00 p.m. - 3:00 p.m.	<p><b>MEETING WITH ASSISTANT SECRETARY OF THE NAVY, SEAN STACKLEY</b></p> <p><u>Location:</u> Pentagon, 1400 Defense Pentagon</p> <p><u>Team Leaders:</u> Larry Blumberg &amp; Mark Cafferty</p>	Military Energy
MON 2:30 p.m. - 3:00 p.m.	<p><b>MEETING WITH THE OFFICE OF SENATOR CHRIS MURPHY (CT)</b></p> <p><u>Meeting with:</u> Joe Dunn, Senior Policy Advisor</p> <p><u>Location:</u> 136 Hart Office Building</p> <p><u>Team Leader:</u> Sara Steinhoffer</p>	Healthcare
MON 3:00 p.m. - 3:30 p.m.	<p><b>MEETING WITH CHIEF NAVAL OFFICER ADMIRAL RICHARDSON</b></p> <p><u>Location:</u> Pentagon, 1400 Defense Pentagon</p> <p><u>Team Leaders:</u> Larry Blumberg &amp; Mark Cafferty</p>	Military
MON 3:00 p.m. - 3:45 p.m.	<p><b>MEETING WITH THE OFFICE OF CONGRESSMEMBER SCOTT PETERS</b></p> <p><u>Meeting with:</u> Anthony Nguyen, Legislative Assistant</p> <p><u>Location:</u> 1122 Longworth House Office Building</p> <p><u>Team Leaders:</u> Michael Bardin &amp; Dan Chavez</p>	Healthcare
MON 3:00 p.m. - 4:00 p.m.	<p><b>HOUSE COMMITTEE ON EDUCATION AND THE WORKFORCE</b></p> <p><u>Meeting with:</u> James Redstone, Committee Staff</p> <p><u>Location:</u> 2257 Rayburn House Office Building</p> <p><u>Team Leaders:</u> Peter Callstrom &amp; Phil Blair</p>	Workforce Education
MON 3:00 p.m. - 4:15 p.m.	<p><b>U.S. CHAMBER MEETINGS</b></p> <p><u>Location:</u> The Madison Hotel (Dolley Madison Ballroom)</p> <p><u>Speakers:</u> <u>Christopher Wenk</u>, Executive Director, International Policy; <u>Christopher Guith</u>, Senior Vice President, Policy, Institute for 21st Century Energy; <u>Rob Engstrom</u>, Senior Vice President, Political Affairs &amp; Federation Relations and National Political Director</p> <p><u>Team Leaders:</u> Jennings Imel &amp; Neil Mohr</p>	Trade Energy Political Strategy
MON 3:30 p.m. - 4:00 p.m.	<p><b>MEETING WITH U.S. SENATOR DIANNE FEINSTEIN</b></p> <p><u>Location:</u> 331 Hart Senate Building</p> <p><u>Team Leader:</u> Jerry Sanders</p>	General Water
MON 3:30 p.m. - 4:00 p.m.	<p><b>MEETING WITH CONGRESSMEMBER TIM MURPHY (PA-18)</b></p> <p><u>Location:</u> 2332 Rayburn House Office Building</p> <p><u>Team Leaders:</u> Sara Steinhoffer &amp; Jane Finley</p>	Healthcare
MON 3:30 p.m. -	<p><b>MEETING WITH VICE ADMIRAL CULLOM</b></p> <p><u>Location:</u> Pentagon, 1400 Defense Pentagon</p>	Military Innovation



# ONE REGION ONE VOICE

SAN DIEGO MISSION TO WASHINGTON D.C.

September 27 - 30, 2015

## Tentative Itinerary

4:15 p.m.	<u>Team Leaders:</u> Larry Blumberg & Mark Cafferty	
MON 3:30 p.m. - 4:30 p.m.	<b>U.S. CUSTOMS AND BORDER PROTECTION (CBP)</b> <u>Meeting with:</u> CBP Commissioner GII Kerlikowske <u>Location:</u> Ronald Reagan Building, 4 <sup>th</sup> floor <u>Team Leaders:</u> Ernesto Arredondo, Mayor Astiazarán & Sec. Xavier Peniche	Cross-Border FULL
MON 3:45 p.m. - 4:15 p.m.	<b>MEETING WITH THE OFFICE OF CONGRESSMEMBER ED ROYCE (CA-39)</b> <u>Meeting with:</u> Peter Freeman, Legislative Director <u>Location:</u> 2310 Rayburn House Office Building <u>Team Leaders:</u> Brad Hlitscher & Mark Muir	Water
MON 5:00 p.m. - 6:00 p.m.	<b>OFFICE OF THE U.S. TRADE REPRESENTATIVE</b> <u>Meeting with:</u> Elizabeth Kelley, Assistant U.S. Trade Representative for Private Sector Engagement and Luis Jimenez, Counselor <u>Location:</u> Eisenhower Executive Office Building (EEOB), Room # 350, 1650 Pennsylvania Ave NW <u>Team Leaders:</u> Robert Gleason & Job Nelson	Trade/TPP FULL
MON 5:00 p.m.	Shuttle bus to reception at Microsoft. Meet at the front of the hotel and look for coach busses with "San Diego Regional Chamber" sign	
MON 5:30 p.m. - 7:00 p.m.	<b>DELEGATION RECEPTION</b> <u>Sponsored by:</u> Microsoft <u>Location:</u> Microsoft Innovation & Policy Center, 901 K St NW, 12th floor <u>Welcome:</u> Jerry Sanders <u>Speakers:</u> Jonathan Noble, Government Affairs Manager, Microsoft	

### TUESDAY, 09/29

TUE 8:00 a.m. - 9:30 a.m.	<b>DELEGATION BREAKFAST</b> <u>Sponsored by:</u> UETA Duty Free Americas <u>Welcome:</u> Jerry Sanders Secretary of Tourism for the State of Baja California, Oscar Escobedo <u>Speakers:</u> Managing Director for the North American Development Bank (NADB), Geronimo Gutierrez <u>Location:</u> The Madison Hotel (Dolley Madison Room)	Cross-Border
TUE 9:30 a.m. - 10:30 a.m.	<b>WATER ROUNDTABLE</b> <u>Speakers:</u> Environmental Protection Agency, Bureau of Water Reclamation, Mayor Kevin Faulconer, Maureen Stapleton - SD County Water Authority, Rep. Davis (invited), Rep. Peters (moderator) <u>Location:</u> Gold Room, Rayburn HOB	Water



## Tentative Itinerary

	<u>Team Leaders:</u> Mayor Kevin Faulconer, Rep. Scott Peters, Maureen Stapleton	
<b>TUE</b> 9:45 a.m. - 10:15 a.m.	<b>MEETING WITH OFFICE OF CONGRESSMEMBER SUSAN DAVIS</b> <u>Meeting with:</u> Andres Perez, Education Policy Fellow <u>Location:</u> 1214 Longworth House Office Building <u>Team Leaders:</u> Mel Katz & James Tarbox	Education
<b>TUE</b> 9:45 a.m. - 10:30 a.m.	<b>MEETING WITH REPRESENTATIVE JANICE HAHN (CA-44)</b> <u>Location:</u> 404 Cannon House Office Building <u>Team Leaders:</u> Randa Coniglio & Gary Gallegos	Transportation Economic Development
<b>TUE</b> 10:00 a.m. - 10:30 a.m.	<b>MEETING WITH THE OFFICE OF U.S. SENATOR DIANNE FEINSTEIN</b> <u>Meeting with:</u> Chris Gasper, Military Liaison <u>Location:</u> 331 Hart Senate Office Building <u>Team Leader:</u> Jesse Gipe	Military
<b>TUE</b> 10:30 a.m. - 11:00 a.m.	<b>MEETING WITH OFFICE OF SENATOR MIKE ENZI (WY)</b> <u>Meeting with:</u> Alison McGuire, Legislative Assistant <u>Location:</u> Russell Senate Office Building, Room 379A <u>Team Leader:</u> Neil Mohr	Energy
<b>TUE</b> 10:00 a.m. - 10:30 a.m.	<b>MEETING WITH OFFICE OF SENATOR MIKE ENZI (WY), CHAIR OF SENATE HELP SUBCOMMITTEE ON PRIMARY HEALTH &amp; RETIREMENT SECURITY</b> <u>Meeting with:</u> Alec Hinojosa, Policy Assistant <u>Location:</u> Russell Senate Office Building, Rm 379A <u>Team Leader:</u> Tom Gehring	Healthcare
<b>TUE</b> 10:30 a.m. - 11:30 a.m.	<b>GENERAL SERVICES ADMINISTRATION, (GSA)</b> <u>Meeting with:</u> Denise Turner Roth, Administrator <u>Location:</u> U.S. General Services Admin. Room#1460, 1800 F Street, NW Someone from GSA (TBD) will greet delegation at building entrance <u>Team Leaders:</u> Jerry Sanders & Alex Rios	Cross-Border
<b>TUE</b> 10:45 a.m. - 11:30 a.m.	<b>CONGRESSIONAL BIPARTISAN WORKING GROUP PANEL</b> <u>Meeting with:</u> Congressional Bipartisan Working Group founders, Rep. Jim Renacci (R-OH) and John Carney (D-DE) <u>Hosted by:</u> Congressman Scott Peters, member of group <u>Location:</u> Gold Room <u>Team Leaders:</u> MaryAnne Pintar, Chanelle Hawken	Bipartisan
<b>TUE</b> 11:00 a.m. - 12:00 p.m.	<b>MEXICAN EMBASSY &amp; PROMEXICO</b> <u>Meeting with:</u> Ambassador Alejandro Estivill, Deputy Chief of Mission and Esteban Rodriguez, Trade Commissioner at ProMexico <u>Location:</u> Embassy of Mexico 1911 Pennsylvania Ave NW	Cross-Border FULL



## Tentative Itinerary

	<p><b>Team Leaders:</b> Alex Rios &amp; Ken Franke</p>	
<p><b>TUE</b> 11:00 a.m. - 11:30 a.m.</p>	<p><b>MEETING WITH OFFICE OF REPRESENTATIVE GRACE NAPOLITANO (CA-32)</b>  <u>Meeting with:</u> Jonah Cunningham, Legislative Staff Member  <u>Location:</u> 1610 Longworth House Office Building  <u>Team Leader:</u> Zach Schlagel</p>	Healthcare
<p><b>TUE</b> 11:00 a.m. - 11:30 a.m.</p>	<p><b>MEETING WITH REPRESENTATIVE KEITH ROTHFUS (PA-12)</b>  <u>Location:</u> 1205 Longworth House Office Building  <u>Team Leaders:</u> Bill York &amp; Garry Bonelli</p>	Defense & Veterans
<p><b>TUE</b> 11:00 a.m. - 12:30 p.m.</p>	<p><b>TOUR AND BRIEFING AT THE NATIONAL CYBERSECURITY &amp; COMMUNICATIONS INTEGRATION CENTER</b>  <u>Hosted by:</u> CONNECT  <u>Location:</u> Natl Cybersecurity and Communications Integration Center 1110 North Glebe Rd., Arlington VA (5.5 miles from Madison)  <u>Team Leaders:</u> Nate Turnbull &amp; Greg McKee</p>	Innovation Technology Military
<p><b>TUE</b> 11:30 a.m. - 1:00 p.m.</p>	<p><b>DELEGATION LUNCHEON</b>  <u>Sponsored by:</u> Dentons  <u>Location:</u> Offices of Dentons, 1900 K Street NW  <u>Welcome:</u> Jerry Sanders  <u>Moderator:</u> Randy Nuckolls  <u>Panelists:</u> Ron Kaufman, Special Advisor; Scotty Greenwood, Recognized thought leader in the public policy field; Congressman Bill Owens, Senior Advisor, Dentons</p>	Political Commentary
<p><b>TUE</b> 1:00 p.m.</p>	<p><b>MEETING WITH CONGRESSMEMBER MARK TAKANO (CA-41)</b>  <u>Location:</u> 1507 Longworth House Office Building  <u>Team Leaders:</u> Peter Callstrom &amp; Bill York</p>	Veterans & Economic Development
<p><b>TUE</b> 1:10 p.m. - 1:55 p.m.</p>	<p><b>MEETING WITH ANDREAS MUELLER, LUCIAN NIEMEYER, RANDY NUCKOLLS, DENTON'S STAFF</b>  <u>Location:</u> Offices of Dentons, 1900 K Street NW  <u>Topic:</u> Military &amp; the Budget/Sequestration, Governor's Military Council  <u>Team Leader:</u> Jesse Gipe</p>	Military
<p><b>TUE</b> 1:00 p.m. - 1:30 p.m.</p>	<p><b>MEETING WITH CONGRESSMEMBER MAC THORNBERRY (TX-13) &amp; CONGRESSMEMBER DUNCAN HUNTER (CA-50)</b>  <u>Location:</u> Cannon House Office Building, 223  <u>Team Leader:</u> Mark Cafferty</p>	Military
<p><b>TUE</b> 2:00 p.m. - 2:30 p.m.</p>	<p><b>MEETING WITH HOUSE COMMITTEE ON ENERGY &amp; COMMERCE STAFF ON HEALTH INTEROPERABILITY</b>  <u>Meeting with:</u> Robert Horne, Senior Policy Advisor  <u>Location:</u> B333 Rayburn House Office Building  <u>Team Leaders:</u> Dan Chavez &amp; Michael Bardin</p>	Healthcare
<p><b>TUE</b></p>	<p><b>ROUNDTABLE WITH BORDER STATE CONGRESSMEMBERS</b>  <u>Hosted by:</u> Congressman Juan Vargas</p>	Cross-Border



## Tentative Itinerary

2:00 p.m. - 3:00 p.m.	<u>Attending:</u> Congressman Tony Cardenas, Congressman Linda Sanchez, and Congressman Chaka Fattah <u>Location:</u> House Visitor Center, Rm #200 First St NE <u>Team Leader:</u> Ernesto Arredondo	
TUE 2:00 p.m. - 2:30 p.m.	<b>MEETING WITH THE OFFICE OF SENATOR BILL CASSIDY (LA-6)</b> <u>Meeting with:</u> Brenda Destro, Senior Public Health Policy Advisor <u>Location:</u> 703 Hart <u>Team Leader:</u> Sara Steinhoffer	Healthcare
TUE 2:00 p.m. - 2:45 p.m.	<b>MEETING WITH THE OFFICE OF SENATOR DIANNE FEINSTEIN (CA)</b> <u>Meeting with:</u> Crystal Martinez, Legislative Assistant <u>Location:</u> 331 Hart <u>Team Leader:</u> Rick Gentry	Housing/ Homelessness
TUE 2:30 p.m. - 3:00 p.m.	<b>MEETING WITH THE OFFICE OF CONGRESSMEMBER DUNCAN HUNTER (CA-50)</b> <u>Meeting with:</u> Reed Linsk, Legislative Director <u>Location:</u> Cannon House Office Building, 223 <u>Team Leader:</u> Maureen Stapleton	Water
TUE 3:00 p.m. - 3:45 p.m.	<b>MEETING WITH THE NATIONAL INSTITUTES OF HEALTH (NIH)</b> <u>Meeting with:</u> Dr. Carrie Wolinetz, Associate Director for Science Policy <u>Location:</u> NIH Campus, 1 Center Dr., (Building 1, Room 203) Bethesda, MD <u>Team Leader:</u> Dan Chavez	Healthcare Technology Innovation
TUE 3:00 p.m. - 4:00 p.m.	<b>MEETING WITH THE DEPUTY TRANSPORTATION SECRETARY VICTOR MENDEZ</b> <u>Location:</u> DOT Secretary's Conference Room: 1200 New Jersey Ave. SE <u>Team Leaders:</u> Randa Coniglio & Gary Gallegos	Transportation
TUE 3:15 p.m. - 4:00 p.m.	<b>ASSISTANT SECRETARY BYRON ZUIDEMA (U.S. DEPARTMENT OF LABOR)</b> <u>Location:</u> U.S. Department of Labor, enter through Visitor's Entrance <u>Team Leaders:</u> Peter Callstrom & Bob Brower	Workforce Education
TUE 3:45 p.m. - 4:15 p.m.	<b>MEETING WITH CONGRESSMEMBER JOHN GARAMENDI (CA-3)</b> <u>Location:</u> 2438 Rayburn House Office Building <u>Team Leaders:</u> Councilmember Mark Kersey & Peter Callstrom	Transportation Veterans
TUE 4:00 p.m. - 4:30 p.m.	<b>MEETING WITH THE OFFICE OF CONGRESSMEMBER NORMA TORRES (CA-35) (Committee on Homeland Security, Subcommittee on Border and Maritime Security)</b> <u>Meeting with:</u> Dara Postar, Chief of Staff; Grant Kerr, Legislative Director <u>Location:</u> 516 Cannon House Office Building <u>Team Leader:</u> Mayor Mary Salas	Cross-Border FULL



## Tentative Itinerary

<p><b>TUE</b> 4:00 p.m. - 4:45 p.m.</p>	<p><b>MEETING WITH CONGRESSIONAL DELEGATION MILITARY LIASIONS</b>  <u>Meeting with:</u> Rekha Chandrasekaran, Congressmember Susan Davis; and Sterling McHale, Congressmember Scott Peters  <u>Location:</u> House Capitol Building, Room 144 (H-144)  <u>Team Leader:</u> Jesse Gipe</p>	<p>Military</p>
<p><b>TUE</b> 4:30 p.m. - 5:30 p.m.</p>	<p><b>DEPARTMENT OF HOMELAND SECURITY (DHS)</b>  <u>Meeting with:</u> Alan Bersin, Assistant Secretary for International Affairs and Chief Diplomatic Officer; and José Raúl Perales, Assistant Secretary (A/S) for the Private Sector  <u>Location:</u> DHS Headquarters, 3801 Nebraska Ave., NW  <u>Team Leaders:</u> Alejandra Gavaldon &amp; Gary Gallegos</p>	<p>Cross-Border FULL</p>
<p><b>TUE</b> 5:30 p.m. - 7:00 p.m.</p>	<p><b>DELEGATION RECEPTION</b>  <u>Sponsored by:</u> <i>Time Warner Cable</i>  <u>Welcome:</u> Jerry Sanders  <u>Speakers:</u> Deane Leavenworth, Time Warner, Sam Whitehorn, Managing Director, McBee Strategic  <u>Location:</u> Offices of McBee Strategic, 458 Massachusetts Ave., NW, 12<sup>th</sup> floor</p>	

### WEDNESDAY, 09/30

<p><b>WED</b> 8:00 a.m. - 9:30 a.m.</p>	<p><b>DELEGATION BREAKFAST &amp; SPECIAL SURPRISE FOR DELEGATES</b>  <u>Sponsored by:</u> <i>McGregor &amp; Associates</i>  <u>Presentation:</u> Healthcare, Cadillac tax  <u>Welcome:</u> Jerry Sanders  <u>Speakers:</u> Katy Spangler, Senior Vice President of Health Policy, American Benefits Council; Heather Meade, Ernst &amp; Young  <u>Location:</u> The Madison Hotel (Dolley Madison Room)</p>	<p>Healthcare</p>
<p><b>WED</b> 10:00 a.m. - 12:30 p.m.</p>	<p><b>LOCAL CONGRESSIONAL DELEGATION MEETINGS</b>  <u>Location:</u> Rayburn 2237  <u>Delegation:</u>            Rep. Issa: 10:30 a.m. - 11:00 a.m.            Rep. Hunter: 10:45 a.m. - 11:15 a.m.            Rep. Peters: 11:00 a.m. - 11:30 a.m.            Rep. Vargas: 11:30 a.m. - 12:00 p.m.            Rep. Davis: 12:00 p.m. - 12:30 p.m.  <u>Team Leaders:</u> Almee Faucett &amp; Chanelle Hawken</p>	<p>General</p>



## Tentative Itinerary

<p><b>WED</b> 9:30 a.m. - 11:00 a.m.</p>	<p><b>COMPETITIVE BORDER COMMUNITIES: MAPPING &amp; DEVELOPING U.S.-MEXICO TRANSBORDER INDUSTRIES REPORT LAUNCH – North American Research Partnership and the Woodrow Wilson Center Mexico Institute</b>  <u>Speakers:</u> Chris Wilson, Deputy Director of the Mexico Institute and Erik Lee, Executive Director  <u>Location:</u> Woodrow Wilson International Center for Scholars, Ronald Reagan Building and International Trade Center, 6th floor, One Woodrow Wilson Plaza - 1300 Pennsylvania Ave., NW  <u>Team Leader:</u> Paola Avila</p>	<p>Cross-Border</p>
<p><b>WED</b> 11:15 a.m. - 12:15 p.m.</p>	<p><b>CREATING AN ECONOMIC DEVELOPMENT COALITION AMONG PRIVATE SECTOR ALONG THE U.S.-MEXICO BORDER</b>  <u>Location:</u> Woodrow Wilson International Center for Scholars, Ronald Reagan Building and International Trade Center, One Woodrow Wilson Plaza - 1300 Pennsylvania Ave., NW  <u>Team Leader:</u> Paola Avila</p>	<p>Cross-Border</p>

**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: 9/18/2015 RETURN DATE: 9/21/2015 REPORT DUE: 10/21/15  
 DESTINATION: Savannah, GA

*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							
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTALS
		9/20/15	9/21/15				9/18/15	9/19/15	
Air Fare, Railroad, Bus (attach copy of Itinerary w/charges)	\$802.20								0.00
Conference Fees (provide copy of flyer/registration expenses)									0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*			31.00				31.00		62.00
Hotel*		232.37					232.37	232.37	697.11
Telephone, Internet and Fax*		9.95					9.95	9.95	29.85
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (include tips pd.)	Breakfast*								0.00
	Lunch*							20.52	20.52
	Dinner*						36.91		36.91
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous:									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>602.20</b>	<b>242.32</b>	<b>31.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>310.23</b>	<b>262.84</b>	<b>846.39</b>

Explanation:	Total Expenses Prepaid by Authority	602.20
	Total Expenses Incurred by Employee (including cash advances)	846.39
	<b>Grand Trip Total</b>	<b>1,448.59</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	602.20
	Due Traveler (positive amount) <sup>2</sup>	
	<b>Due Authority (negative amount)<sup>3</sup></b>	<b>846.39</b>

*Note: Send this report to Accounting even if the amount is \$0.*

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 Myers Ext.: 2447  
 Traveler Signature: Thella F. Bowens Date: 23 Oct 2015  
 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.*

**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: 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: 6/29/15 PLANNED DATE OF DEPARTURE/RETURN: 9/18/15 / 9/21/15

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

Destination: Savannah, GA Purpose: Attend AAAE Policy Review Committee Meeting

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

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	700.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	100.00
B. LODGING	\$	650.00
C. MEALS	\$	200.00
D. SEMINAR AND CONFERENCE FEES	\$	
E. ENTERTAINMENT (If applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$	<b>1700.00</b>

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

Travelers Signature: *Thella F. Bowens* Date: 30 June 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, Lorraine Bennett, Asst. 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 July 13, 2015 meeting.  
 (Leave blank and we will insert the meeting date.)



Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700

**ADD TO OUTLOOK**

Tuesday, 28 JUL 2015 12:34 PM EDT

Passengers: THELLA BOWENS (06)

Agency Reference Number: GSQOUZ

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

United Airlines Confirmation FG09BM

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
 Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

<b>AIR:</b>	Friday, 18 SEP 2015		
	<b>United Airlines</b>	<b>Flight Number:</b> 1418	<b>Class:</b> V-Coach/Economy
	<b>From:</b> San Diego CA, USA	<b>Depart:</b> 06:40 AM	
	<b>To:</b> George Bush Intercontinental Houston, TX	<b>Arrive:</b> 11:54 AM	
	<b>Stops:</b> Nonstop	<b>Duration:</b> 3 hour(s) 14 minute(s)	
	<b>Seats:</b> 10C	<b>Status:</b> CONFIRMED	<b>Miles:</b> 1310 / 2096 KM
	<b>Equipment:</b> Boeing 737-700 Jet	<b>MEAL:</b> FOOD FOR PURCHASE	
	<b>DEPARTS SAN TERMINAL 2 - ARRIVES IAH TERMINAL C</b>		
	<b>Frequent Flyer Number:</b> [REDACTED]		
	<b>ECONOMY PLUS AISLE SEAT CONFIRMED</b>		
	<b>United Airlines Confirmation number is FG09BM</b>		

<b>AIR:</b>	Friday, 18 SEP 2015		
	<b>United Airlines</b>	<b>Flight Number:</b> 4486	<b>Class:</b> V-Coach/Economy
	<b>Operated By:</b> /EXPRESSJET AIRLINES DBA UNITED EXPRESS	<b>Depart:</b> 12:57 PM	
	<b>From:</b> George Bush Intercontinental Houston, TX	<b>Arrive:</b> 04:13 PM	
	<b>To:</b> Savannah GA, USA	<b>Duration:</b> 2 hour(s) 16 minute(s)	
	<b>Stops:</b> Nonstop	<b>Status:</b> CONFIRMED	<b>Miles:</b> 850 / 1360 KM
	<b>Seats:</b> 02A	<b>MEAL:</b> FOOD-BEV/PUR	
	<b>Equipment:</b> Embraer Jet		
	<b>DEPARTS IAH TERMINAL B</b>		
	<b>Frequent Flyer Number:</b> [REDACTED]		
	<b>ECONOMY PLUS AISLE SEAT CONFIRMED</b>		
	<b>United Airlines Confirmation number is FG09BM</b>		

<b>AIR:</b>	Monday, 21 SEP 2015		
	<b>United Airlines</b>	<b>Flight Number:</b> 3391	<b>Class:</b> S-Coach/Economy
	<b>Operated By:</b> /TRANS STATES AIRLINES DBA UNITED EXPRESS	<b>Depart:</b> 02:42 PM	
	<b>From:</b> Savannah GA, USA	<b>Arrive:</b> 04:25 PM	
	<b>To:</b> Washington Dulles DC, USA	<b>Duration:</b> 1 hour(s) 43 minute(s)	
	<b>Stops:</b> Nonstop	<b>Status:</b> CONFIRMED	<b>Miles:</b> 518 / 829 KM
	<b>Seats:</b> 03A		

Equipment: Embraer Jet  
Frequent Flyer Number: [REDACTED]  
ECONOMY PLUS AISLE SEAT CONFIRMED  
United Airlines Confirmation number is FG09BM

AIR	Monday, 21 SEP 2015		
United Airlines	Flight Number: 1144	Class: S-Coach/Economy	
From: Washington Dulles DC, USA	Depart: 05:44 PM		
To: San Diego CA, USA	Arrive: 08:15 PM		
Stops: Nonstop	Duration: 5 hour(s) 31 minute(s)		
Seats: 08D	Status: CONFIRMED	Miles: 2260 / 3616 KM	
Equipment: Boeing 737-900 Jet	MEAL: FOOD FOR PURCHASE		
ARRIVES SAN TERMINAL 2			
Frequent Flyer Number: [REDACTED]			
ECONOMY PLUS AISLE SEAT CONFIRMED			
United Airlines Confirmation number is FG09BM			

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 - FG09BM FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

**Ticket/Invoice Information**

Ticket for: THELLA BOWENS  
Date issued: 7/28/2015 Invoice Nbr: 5350124  
Ticket Nbr: UA7667618654 Electronic Tkt: Yes Amount: 572.20  
Base: 490.23 US Tax: 36.77 USD XT Tax: 45.20 USD  
Charged to: [REDACTED]

Service fee: THELLA BOWENS  
Date issued: 7/28/2015  
Document Nbr: XD0650193599 Amount: 30.00  
Charged to: [REDACTED]

Total Tickets: 572.20  
Total Fees: 30.00  
Total Amount: 602.20

Click here 24 hours in advance to obtain boarding passes:

[UNITED](#)

Click here to review Baggage policies and guidelines:

[UNITED](#)

Check operating carrier website for any policies that may vary.

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Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic.  
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Thank you for choosing Traveltrust!  
Our Business Hours are 2am-5:30pm Pacific Monday - Friday.  
Saturday from 9am-1pm Pacific.  
For EMERGENCY AFTERHOURS assistance in the US, please call 888-221-6043 and use VIP Code SJE72.  
You can also use the Direct Dial Number 682-233-1914 or the collect number 682-647-0061.

The WestIn Savannah Harbor  
 1 Resort Drive  
 Savannah, GA 31421  
 United States  
 Tel: 912-201-2000 Fax: 912-201-2001



@@@ Thella Bowers  
 PO BOX 82776  
 SAN DIEGO, CA 92138-2776

Page Number : 1  
 Guest Number : 763156  
 Follo ID : A  
 No. Of Guest : 1  
 Room Number : 1234  
 Club Account : ██████████  
 Invoice Nbr : 4207036  
 Arrive Date : 18-SEP-15 16:53  
 Depart Date : 21-SEP-15 11:58

Copy Invoice

Tax ID :  
 Westin Savannah 05-OCT-15 14:04 KIEASAN

Date	Reference	Description	Charges (US\$)	Credits (US\$)
18-SEP-15	RT1234	Room Charge	199.00	
18-SEP-15	RT1234	State Tax	13.93	
18-SEP-15	RT1234	City/Local Tax	11.94	
18-SEP-15	RT1234	City Occ Fee	2.50	
18-SEP-15	RT1234	GA Hotel Fee	5.00	
			} \$232.37	
19-SEP-15	RT1234	Room Charge	199.00	
19-SEP-15	RT1234	State Tax	13.93	
19-SEP-15	RT1234	City/Local Tax	11.94	
19-SEP-15	RT1234	City Occ Fee	2.50	
19-SEP-15	RT1234	GA Hotel Fee	5.00	
			} \$232.37	
20-SEP-15	RT1234	Room Charge	199.00	
20-SEP-15	RT1234	State Tax	13.93	
20-SEP-15	RT1234	City/Local Tax	11.94	
20-SEP-15	RT1234	City Occ Fee	2.50	
			} \$232.37	

Continued on the next page

+ next page

The Westin Savannah Harbor  
 1 Resort Drive  
 Savannah, GA 31421  
 United States  
 Tel: 912-201-2000 Fax: 912-201-2001



@@@ Thella Bowens  
 PO BOX 82776  
 SAN DIEGO, CA 92138-2776

Page Number : 2  
 Guest Number : 763156  
 Follo ID : A  
 No. Of Guest : 1  
 Room Number : 1234  
 Club Account :   
 Invoice Nbr : 4207036  
 Arrive Date : 18-SEP-15 16:53  
 Depart Date : 21-SEP-15 11:58

Date	Reference	Description	charges (USD)	credits (USD)
20-SEP-15	RT1234	GA Hotel Fee	5.00	
21-SEP-15	AX	American Express		-697.11
		***For Authorization Purpose Only***		
		<b>[REDACTED]</b>		
		Date Code Authorized		
		18-SEP-15 527841 746.25		
		** Total	697.11	-697.11
		*** Balance	0.00	

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 Book your next Westin Weekend at [westin.com/weekend](http://westin.com/weekend)  
 Tell us about your stay. [www.westin.com/reviews](http://www.westin.com/reviews)

Signature \_\_\_\_\_

The Westin Savannah Harbor  
 1 Resort Drive  
 Savannah, GA 31421  
 United States  
 Tel: 912-201-2000 Fax: 912-201-2001



@@@ Thella Bowens  
 PO BOX 82776  
 SAN DIEGO, CA 92138-2776

Page Number : 1  
 Guest Number : 763156  
 Folio ID : B  
 No. Of Guest : 1  
 Room Number : 1234  
 Club Account : ██████████  
 Invoice Nbr : 4207085  
 Arrive Date : 18-SEP-15 16:53  
 Depart Date : 21-SEP-15 11:58

Copy Invoice

Tax ID :  
 Westin Savannah 05-OCT-15 14:04 KIEASAN

Date	Reference	Description	Charges (USD)	Credits (USD)
18-SEP-15	Internet	Telecommunications	9.95	
19-SEP-15	Internet	Telecommunications	9.95	
20-SEP-15	Internet	Telecommunications	9.95	
21-SEP-15	9/21	Telecommunications		-29.85
** Total			29.85	-29.85
*** Balance			-0.00	

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Tell us about your stay, [www.westin.com/reviews](http://www.westin.com/reviews)

Signature \_\_\_\_\_

**RECEIPTS FROM TRAVEL To SAVANNAH, GA  
SEPTEMBER 18-21, 2015 - THELLA F. BOWENS**

Lady & Son's  
102 W. Congress Street  
Savannah, GA  
912-233-2600

Lady & Son's  
102 W. Congress Street  
Savannah, GA  
912-233-2600

2006 Freddie

01 14/1 Chk 9972 Gst 1  
Sep18'15 07:56 AM

**Din In**

1 Tea / ... 2.89  
1 Fried Grn Tom 8.00  
1 D-Adult Buffet 18.00

Subtotal 28.89  
Tax 2.02  
08:17PM Total **30.91**

Thank You!!!  
Please

Date: Sep18'15 08:21PM  
Card Type:   
Acct #: XXXXXXXXX  
Card Entry: SWIPED  
Trans Type: PURCHASE  
Trans Key: KIK000263202053  
Auth Code: 664263  
Check: 9972  
Table: 14/1  
Server: 2006 Freddie

Subtotal: **30.91**

Tip 6.00

Total: 36.91

Keep for your records  
**\*CUSTOMER COPY\***

Vic's on the River  
River St.  
Savannah, GA

Date: Sep19'15 03:59PM  
Card Type:   
Acct #: XXXXXXXXX  
Card Entry: SWIPED  
Trans Type: PURCHASE  
Trans Key: KIK000269926911  
Auth Code: 584243  
Check: 3858  
Table: 63/1  
Server: 436 Daniel V

Subtotal: **19.26**

Total \_\_\_\_\_

Thank you!  
Please

Vic's on the River  
River St.  
Savannah, GA

436 Daniel V

01 63/1 Chk 3858 Gst 2  
Sep19'15 03:14PM

1 Trout 14.00  
1 Tea 2.00

Subtotal 16.00 18.00  
Tax 1.12 1.26  
03:58PM Total 17.12 ~~19.26~~

Tip 3.40  
Thank you!  
Please join us again. \$20.52

**RECEIPTS FROM TRAVEL TO SAVANNAH, GA  
SEPTEMBER 18-21, 2015 - THELLA F. BOWENS**

*SAVANNAH*

<b>RECEIPT</b>		<b>No.</b>	
DATE <u>9/18/15</u>			
FROM <u>SAVANNAH AIRPORT TO WESTIN HOTEL</u>		<table border="1"> <tr> <td>\$26.00</td> </tr> </table>	\$26.00
\$26.00			
		+ <u>5.00 TIP</u>	
		DOLLARS	
O FOR _____		TOTAL <u>\$31.00</u>	
Amount of Account	<input type="checkbox"/> CASH	FROM _____ TO _____	
Amount of Paid	<input type="checkbox"/> CHECK		
Balance Due	<input type="checkbox"/> MONEY ORDER		
	<input type="checkbox"/> CREDIT CARD		BY _____

<b>RECEIPT</b>		<b>No.</b>	
DATE <u>9/21/15</u>			
FROM <u>WESTIN HOTEL TO SAVANNAH AIRPORT</u>		<table border="1"> <tr> <td>\$26.00</td> </tr> </table>	\$26.00
\$26.00			
		+ <u>5.00 TIP</u>	
		DOLLARS	
O FOR _____		TOTAL <u>\$31.00</u>	
Amount of Account	<input type="checkbox"/> CASH	FROM _____ TO _____	
Amount of Paid	<input type="checkbox"/> CHECK		
Balance Due	<input type="checkbox"/> MONEY ORDER		
	<input type="checkbox"/> CREDIT CARD		BY _____

# AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES

AAAE DELIVERS SERVICE, INNOVATION, RESULTS.

**DATE:** June 22, 2015  
**TO:** AAAE Policy Review Committee, Chapter Officers, Committee Chairs, Past Chairs  
**FROM:** Todd Hauptli, President & CEO

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 JEFFREY A. MULDER, A.A.E.  
**FIRST VICE CHAIR**  
 CARL D. NEWMAN, A.A.E.  
**SECOND VICE CHAIR**  
 SCOTT A. BRACKMAN, A.A.E.  
**SECRETARY/TREASURER**  
 JENNIS M. OLIVER, A.A.E., ACE

**FIRST PAST CHAIR**  
 RANDALL D. BERG, A.A.E.

**SECOND PAST CHAIR**  
 MARK P. BREWER, A.A.E.

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 MICHAEL J. LANGFUTH, A.A.E.  
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 MICHAEL J. OLSON, A.A.E.  
 JOHN E. PARROTT, A.A.E.  
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 MARK SAPF  
 MARSHALL B. STEVENS, A.A.E.  
 ALVIN L. STUCKE, A.A.E.  
 EDELIANA C. VAN MARTIN, A.A.E.

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 MICHAEL A. DAIGLE, A.A.E.  
 JEFFREY C. GRAY, A.A.E.  
 DON V. GREEN, JR., A.A.E.  
 CHRIS A. JENSEN, A.A.E.  
 ERIC S. JOHNSON, C.M.

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 IFTIKHAR AHMAD, P.E.  
 BONNIE A. ALLEN, A.A.E.  
 WILLIAM G. BARNHAUER, A.A.E.  
 THOMAS L. BOICO  
 TRILLA B. BOWERS  
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 ALONSO DENSON, A.A.E.  
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 THOMAS M. DOLL, A.A.E.  
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 GARY L. JOHNSON, C.M.  
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 PHILIP R. JOHNSON, A.A.E.  
 CHAD R. MAROVSKY, C.M., ACE  
 RONALD P. MATHEWS, C.M.  
 ERN M. O'DONNELL  
 ROBERT P. OLMAGUER, A.A.E.  
 ELAINE ROBERTS, A.A.E.  
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 WALTER B. STONGE JR., A.A.E.  
 MARK D. VANLOH, A.A.E.  
 PAUL J. WIDENFELD, A.A.E.  
 ROBERT E. WINGSTON

**PRESIDENT & CEO**  
 TODD J. HAUPTLI

AAAE's 2015 F. Russell Hoyt National Airports Conference will take place September 20-22, 2015 in Savannah, GA at the Westin Savannah Harbor Golf Resort & Spa. To assist you with planning your travel, the schedule of events is listed below.

**Saturday, September 19**  
 6:30 p.m. Dinner for the American Association of Airport Executives Leadership Hosted by Savannah/Hilton Head International Airport

**Sunday, September 20**  
 8:30 - 9 a.m. Continental Breakfast for AAAE Board of Directors/Policy Review Committee

9 a.m. - 12:30 p.m. AAAE Board of Directors/Policy Review Committee Meeting

12:30 - 1:30 p.m. AAAE Board of Directors/Policy Review Committee Lunch

12:30 - 2 p.m. Lunch and Orientation Meeting for New Board and New PRC Members

12:30 - 2 p.m. Lunch Meeting for AAAE Chapter Officers with Chair Mulder

**Sunday, September 20 - Tuesday, September 22**

**F. Russell Hoyt National Airports Conference**

The National Airports Conference (NAC) will officially open on Sunday, September 20 and conclude on Tuesday, September 22. AAAE Chair Jeff Mulder, A.A.E. and NAC Committee Chair Rick Crider, A.A.E. encourage you to participate in the NAC in its entirety, if your schedule permits.

We will make hotel reservations for you with the Westin Savannah Harbor Golf Resort & Spa at 1 Resort Dr., Savannah, GA, phone (912) 201-2000. You will receive the group rate of \$199 (plus applicable taxes) for single/double occupancy. As always, you will be responsible for your own charges. Cancellations must be made at least 72 hours prior to arrival date in order to avoid a charge equal to one night's room and tax.

**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: 8/27/2015 RETURN DATE: 9/3/2015 REPORT DUE: 10/3/15  
 DESTINATION: Panama City, Panama

*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	
		8/30/15	8/31/15	9/1/15	9/2/15	8/27/15	8/28/15	8/29/15	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$985.10								0.00
Conference Fees (provide copy of flyer/registration expenses)	\$900.00								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.)*									0.00
Hotel*		178.00	178.00	178.00	178.00	182.00	178.00	178.00	1,250.00
Telephone, Internet and Fax*						112.35			112.35
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)									0.00
Meals (include tips pd.)	Breakfast*								0.00
	Lunch*			25.32			24.90		50.22
	Dinner*	50.27	19.85			40.73	21.25		132.10
	Other Meals*						19.31		19.31
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality 1*									0.00
Miscellaneous:									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>1,885.10</b>	<b>228.27</b>	<b>197.85</b>	<b>203.32</b>	<b>178.00</b>	<b>335.08</b>	<b>243.46</b>	<b>178.00</b>	<b>1,563.98</b>

Explanation:  Total owed Traveler - \$1563.98 (pg 1) + \$23.08 (Pg 2) = \$1587.06  1 Give names and business affiliations of any persons whose meals were paid by traveler. 2 Prepare Check Request 3 Attach personal check payable to SDCRAA	Total Expenses Prepaid by Authority	1,885.10
	Total Expenses Incurred by Employee (including cash advances)	1,563.98
	<b>Grand Trip Total:</b>	<b>3,449.08</b>
	Less: Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	1,885.10
	Due Traveler (positive amount) <sup>2</sup>	
	<b>Due Authority (negative amount)<sup>3</sup></b>	<b>1,563.98</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.

Prepared By: Kim Ayers Ext.: 2445  
 Traveler Signature: Thella F. Bowens Date: 10/29/15  
 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.*

**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: 8/27/2015 RETURN DATE: 9/3/2015 REPORT DUE: 10/3/15  
 DESTINATION: Panama City, Panama

*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							
	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTALS
Air Fare, Railroad, Bus (attach copy of Itinerary w/charges)					9/3/15			0.00
Conference Fees (provide copy of flyer/registration expenses)								0.00
Rental Car*								0.00
Gas and Oil*								0.00
Garage/Parking*								0.00
Mileage - attach mileage form*								0.00
Taxi and/or Shuttle Fare (include tips pd.)*								0.00
Hotel*								0.00
Telephone, Internet and Fax*								0.00
Laundry*								0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)								0.00
Meals (include tips pd.)	Breakfast*							0.00
	Lunch*					23.08		23.08
	Dinner*							0.00
	Other Meals*							0.00
<i>Alcohol is a non-reimbursable expense.</i>								
Hospitality <sup>1</sup> *								0.00
Miscellaneous:								0.00
								0.00
*Provide detailed receipts								0.00
<b>Total Expenses prepaid by Authority</b>	0.00	0.00	0.00	0.00	0.00	23.08	0.00	23.08
Explanation:	<b>Total Expenses Prepaid by Authority</b>							
	<b>Total Expenses Incurred by Employee (Including cash advances)</b>							
	<b>Grand Trip Total</b>							
	<b>Less Cash Advance (attach copy of Authority ck)</b>							
	<b>Less Expenses Prepaid by Authority</b>							
<b>Due Traveler (positive amount)<sup>2</sup></b>								
<b>Due Authority (negative amount)<sup>3</sup></b>								
<i>Note: Send this report to Accounting even if the amount is \$0.</i>								

<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>1</sup> and 3.30 - Business Expense Reimbursement Policy<sup>2</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.  
<sup>1</sup> Travel and Lodging Expense Reimbursement Policy 3.40      <sup>2</sup> Business Expense Reimbursement Policy 3.30

Prepared By: Kim Ayers Ext.: 2445  
 Traveler Signature: Thella F. Bowens Date: 10/29/15  
 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.*

**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: 5/25/15 PLANNED DATE OF DEPARTURE/RETURN: 8/27/15 / 9/3/15

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

Destination: Panama

Purpose: ACI World Board & ACI Fund Board Meetings, in conjunction with ACI Latin America-Caribbean/World Annual General Assembly, Conference & Exhibition

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

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	<u>1350.00</u>
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	<u>150.00</u>
<b>B. LODGING</b>	\$	<u>1250.00</u>
<b>C. MEALS</b>	\$	<u>400.00</u>
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$	<u>900.00</u>
<b>E. ENTERTAINMENT (If applicable)</b>	\$	<u>          </u>
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$	<u>50.00</u>
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$	<u>4100.00</u>

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

Travelers Signature: *Thella F. Bowens* Date: *28 May 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**

*Lorraine Bennett, Asst. 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 *June 15, 2015* meeting.  
(Leave blank and we will insert the meeting date.)



Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700



Friday, 26JUN 2015 04:40 PM EDT

Passengers: THELLA BOWENS (06)

Agency Reference Number: ERNQYY

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

United Airlines Confirmation BM6SFG

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
 Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

FOR TRAVEL TO PANAMA A US CITIZEN  
 MUST HAVE A VALID PASSPORT OR VISA

\*\*\*\*\*  
 YOU CANNOT TRAVEL OUT OF THE UNITED STATES IF YOUR US  
 PASSPORT EXPIRES WITHIN 6 MONTHS OF YOUR DEPARTURE DATE  
 YOUR INTERNATIONAL TRAVEL MAY REQUIRE VACCINATIONS  
 PLEASE CHECK WWW.CDC.GOV FOR LATEST REQUIREMENTS  
 \*\*\*\*\*

CERTAIN FARES MAY REQUIRE REISSUANCE AT TIME OF  
 CANCELLATION. PLEASE CONTACT THE AIRLINE OR TRAVELTRUST  
 \*\*\*\*\*

AIR	Thursday, 27 AUG 2015		
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<b>United Airlines</b>	<b>Flight Number: 1982</b>	<b>Class: P-Business</b>
<b>From: San Diego CA, USA</b>	<b>Depart: 08:16 AM</b>	
<b>To: Denver CO, USA</b>	<b>Arrive: 11:42 AM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 2 hour(s) 26 minute(s)</b>	
<b>Seats: 02B</b>	<b>Status: CONFIRMED</b>	<b>Miles: 833 / 1333 KM</b>
<b>Equipment: Boeing 737-700 Jet</b>	<b>MEAL: BREAKFAST</b>	
<b>DEPARTS SAN TERMINAL 2</b>		
<b>Frequent Flyer Number: [REDACTED]</b>		
<b>United Airlines Confirmation number is BM6SFG</b>		

AIR	Thursday, 27 AUG 2015		
-----	-----------------------	--	--

<b>United Airlines</b>	<b>Flight Number: 1697</b>	<b>Class: P-Business</b>
<b>From: Denver CO, USA</b>	<b>Depart: 12:50 PM</b>	
<b>To: Panama City, Panama</b>	<b>Arrive: 07:45 PM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 5 hour(s) 55 minute(s)</b>	
<b>Seats: 02B</b>	<b>Status: CONFIRMED</b>	<b>Miles: 2640 / 4224 KM</b>
<b>Equipment: Boeing 737-700 Jet</b>	<b>MEAL: LUNCH</b>	
<b>Frequent Flyer Number: [REDACTED]</b>		
<b>United Airlines Confirmation number is BM6SFG</b>		

AIR	Thursday, 3 SEP 2015		
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<b>United Airlines</b>	<b>Flight Number: 1698</b>	<b>Class: P-Business</b>
------------------------	----------------------------	--------------------------

From: Panama City, Panama  
To: Denver CO, USA  
Stops: Nonstop  
Seats: 02B  
Equipment: Boeing 737-700 Jet  
Frequent Flyer Number: [REDACTED]

Depart: 07:45 AM  
Arrive: 12:50 PM  
Duration: 6 hour(s) 5 minute(s)  
Status: CONFIRMED  
MEAL: BREAKFAST

Miles: 2640 / 4224 KM

United Airlines Confirmation number is BM6SFG

AIR Thursday, 3 SEP 2015

United Airlines  
From: Denver CO, USA  
To: San Diego CA, USA  
Stops: Nonstop  
Seats: 02B  
Equipment: Airbus A320 Jet  
ARRIVES SAN TERMINAL 2  
Frequent Flyer Number: [REDACTED]

Flight Number: 0710  
Depart: 03:28 PM  
Arrive: 04:45 PM  
Duration: 2 hour(s) 17 minute(s)  
Status: CONFIRMED  
MEAL: REFRSHMNT/COMP

Class: P-Business  
Miles: 833 / 1333 KM

United Airlines Confirmation number is BM6SFG

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 - BM6SFG FOR EMERGENCY SERVICE FROM PANAMA - 001-800-369-7815

**Ticket/Invoice Information**

Ticket for: THELLA BOWENS  
Date issued: 6/26/2015 Invoice Nbr: 5347091  
Ticket Nbr: UA7660167969 Electronic Tkt: Yes Amount: 945.10  
Base: 825.00 US Tax: 35.40 USD XT Tax: 84.70 USD  
Charged to: [REDACTED]

Service fee: THELLA BOWENS  
Date issued: 6/26/2015  
Document Nbr: XD0649110337 Amount: 40.00  
Charged to: [REDACTED]

Total Tickets: 945.10  
Total Fees: 40.00  
Total Amount: 985.10

Click here 24 hours in advance to obtain boarding passes:

[UNITED](#)

Click here to review Baggage policies and guidelines:

[UNITED](#)

TSA Guidance- a government issued photo id is needed for checkin. Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic. For Additional security information visit [www.tsa.gov](http://www.tsa.gov).

Thank you for choosing Traveltrust!

Our Business Hours are 2am-5:30pm Pacific Monday - Friday.

Saturday from 9am-1pm Pacific.

For EMERGENCY AFTERHOURS assistance in the US, please call 888-221-6043 and use VIP Code SJE72.



800 Rue du Square Victoria  
 Suite 1810, P.O. Box 302  
 Montreal, Quebec, Canada  
 H4Z 1G8  
 Phone 514-373-1200  
 Fax 514-373-1201  
 info@aci.aero  
 www.aci.aero

# Invoice

Invoice # INV-04321-H9H2F1  
 Client # 2104  
 Date 06/29/2015  
 GST: 848678318 RT0001  
 QST: 1217133528 TQ0001

**BILL TO** San Diego International Airport  
 PO BOX 82776  
 San Diego, CA 92138  
 US

**SHIP TO** San Diego International Airport  
 ATT: Thelma Bowens  
 PO BOX 82776  
 San Diego, CA 92138  
 US

Reference: WAGA Registration

Price Level: Member

Description	Quantity	Unit Price	Discount	Amount
2015 WAGA-2015 ACI World Annual General Assembly, Conference & Exhibition	0.00	\$0.00		\$0.00
Misc. Product: WAGA 2015 Registration	1.00	\$900.00	\$0.00	\$900.00
Visa - Authorized	1.00	\$0.00		\$900.00
			Postage & Handling	
			<b>TOTAL (USD)</b>	900.00
			<b>PAID</b>	900.00
			<b>TOTAL DUE</b>	0.00

Please indicate the invoice and client number to ensure proper credit.

**Wire Transfer Details:**

Bank Name: RBC Royal Bank of Canada  
 Bank Address: 1 Place Ville Marie, Montreal, Quebec, H3C 3B5  
 Account No.:  
 General USD: 00001 003 4010989  
 Global Training USD: 00001 003 4011328  
 BIC/SWIFT: ROYCCAT2

**Checks Payable to:**

ACI World  
 Attention: Accounts Receivable  
 800 Rue du Square Victoria  
 Suite 1810, P.O. Box 302  
 Montreal, Quebec, Canada  
 H4Z 1G8

**IMPORTANT:** Clients must ensure that wire payments placed include the full, physical address location of the sender in order to be processed. Senders indicating a P.O. Box only may find their wire payments delayed, or rejected by one of the financial institutions involved in the transaction.

**Credit Card please specify by enclosing the appropriate card:**

Visa       Mastercard

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

Expiration: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_

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

**General**  
 Payment due 30 days within invoice issue date.

**Global Training and Events**  
 Full payment is required 7 days prior to the course/event commencing or no later than 30 days from the date of invoice whichever is soonest.

**Publications**  
 Orders (pdf, excel and hardcopy) will be sent upon receipt of payment.



U.S. BANCORP SERVICE CENTER  
 P. O. Box 6343  
 Fargo, ND 58125-6343



SAN DIEGO CNTY RGNL ARPRT AUTH

ACCOUNT NUMBER [REDACTED]

STATEMENT DATE 07-22-15

TOTAL ACTIVITY [REDACTED]

000010388 1 SP 106481127265921 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 8/6/2015 Approver [Signature] Date 8/6/15

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
07-02	06-30	AIRPORTS COUNCIL INTERNAT MONTREAL QC	74247285182820115011302	8641	900.00

Default Accounting Code:			
CUSTOMER SERVICE CALL  800-344-5696	ACCOUNT NUMBER [REDACTED]		ACCOUNT SUMMARY
	STATEMENT DATE 07-22-15	DISPUTED AMOUNT \$.00	PREVIOUS BALANCE \$0.00 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 58126-6335	AMOUNT DUE \$ 0.00 DO NOT REMIT		CASH ADVANCES \$0.00 CASH ADVANCE FEE \$0.00 CREDITS \$0.00
			TOTAL ACTIVITY [REDACTED]

Ms Thella Bowens  
Po Box 82776

San Diego CA 92138

**COPY OF INVOICE**

Membership No. : SPG  
A/R Number :  
Group Code : ACI22OCT  
Company Name : Airports Council International

Room No. : 0620  
Arrival : 27-08-15  
Departure : 03-09-15  
Page No. : 1 of 3  
Folio No. : 71561  
Conf. No. : 001428738  
Cashier No. : 634  
User ID : PVERDI

Thank You For Staying With Us

09-09-15

Date	Text	Exchange Rate	Charges USD	Credits USD	Charges USD	Credits USD
27-08-15	Starfish DIN - Food		30.00		0.00	0.00
	Room# 0620 : CHECK# 9051					
27-08-15	Starfish DIN - <del>Starfish DIN</del>			} \$40.73 RECEIPT ATT.	0.00	0.00
	Room# 0620 : CHECK# 9051					
27-08-15	Starfish DIN - Gratuity		8.00		0.00	0.00
	Room# 0620 : CHECK# 9051					
27-08-15	Starfish DIN - Tax		2.73		0.00	0.00
	Room# 0620 : CHECK# 9051					
27-08-15	Business Center Internet		105.00	} \$112.35	0.00	0.00
	Room# 0620 : CHECK# 1					
27-08-15	Business Center tax		7.35		0.00	0.00
27-08-15	Room Revenue		160.00		0.00	0.00
27-08-15	Propina Botones Paquete		3.64	} \$182.00	0.00	0.00
27-08-15	Room Tax ITBMS		0.36		0.00	0.00
27-08-15	Propina camarera paquete		1.82		0.00	0.00
27-08-15	Room Tax ITBMS		0.18		0.00	0.00
27-08-15	Room Tax ITBMS		16.00		0.00	0.00
28-08-15	Starfish DIN - Food		3.50			0.00
	Room# 0620 : CHECK# 9175					
28-08-15	Starfish DIN - Gratuity		0.50	} \$21.25 Buffet	0.00	0.00
	Room# 0620 : CHECK# 9175					
28-08-15	Starfish DIN - Tax		0.25		0.00	0.00
	Room# 0620 : CHECK# 9175					
28-08-15	Starfish LUN - Food		17.00		0.00	0.00
	Room# 0620 : CHECK# 9170					
28-08-15	Starfish LUN - Bev Non-Alcohol		3.00	} \$24.90 Food	0.00	0.00
	Room# 0620 : CHECK# 9170					
28-08-15	Starfish LUN - Gratuity		4.00		0.00	0.00
	Room# 0620 : CHECK# 9170					
28-08-15	Starfish LUN - Tax		1.40		0.00	0.00
	Room# 0620 : CHECK# 9170					
28-08-15	Room Service Dinner - Food		16.50		0.00	0.00
	Room# 0620 : CHECK# 9251					
			MEAL 16.50 - RECEIPT ATT.			

Ms Thella Bowens  
Po Box 82776

San Diego CA 92138

**COPY OF INVOICE**

Membership No. : SPG [REDACTED]  
A/R Number :  
Group Code : ACI22OCT  
Company Name : Airports Council International

Room No. : 0620  
Arrival : 27-08-15  
Departure : 03-09-15  
Page No. : 2 of 3  
Folio No. : 71561  
Conf. No. : 001428738  
Cashier No. : 634  
User ID : PVERDI

Thank You For Staying With Us

09-09-15

Date	Text	Exchange Rate	Charges USD	Credits USD	Charges USD	Credits USD	
28-08-15	Room Services Tips		1.65	} See Pg 1 \$19.31 RECEIPT ATT.	0.00	0.00	
	Room# 0620 : CHECK# 9251						
28-08-15	Room Service Dinner - Tax		1.16		0.00	0.00	
	Room# 0620 : CHECK# 9251						
28-08-15	Room Revenue		160.00	} \$178.00	0.00	0.00	
28-08-15	Propina camarera paquete		1.82			0.00	0.00
28-08-15	Room Tax ITBMS		0.18			0.00	0.00
28-08-15	Room Tax ITBMS		16.00			0.00	0.00
29-08-15	Room Revenue		160.00	} \$178.00	0.00	0.00	
29-08-15	Propina camarera paquete		1.82			0.00	0.00
29-08-15	Room Tax ITBMS		0.18			0.00	0.00
29-08-15	Room Tax ITBMS		16.00			0.00	0.00
30-08-15	Starfish DIN - Food		39.50	} \$50.27 RECEIPT ATT.	0.00	0.00	
	Room# 0620 : CHECK# 9986						
30-08-15	Starfish DIN - Gratuity		8.00			0.00	0.00
30-08-15	Starfish DIN - Tax		2.77		0.00	0.00	
	Room# 0620 : CHECK# 9986						
30-08-15	Room Revenue		160.00	} \$178.00	0.00	0.00	
30-08-15	Propina camarera paquete		1.82			0.00	0.00
30-08-15	Room Tax ITBMS		0.18			0.00	0.00
30-08-15	Room Tax ITBMS		16.00			0.00	0.00
31-08-15	Room Service Dinner - Food		15.00	} \$19.85 RECEIPT ATT.	0.00	0.00	
	Room# 0620 : CHECK# 0624						
31-08-15	Room Service Dinner - Gratuity		2.30			0.00	0.00
31-08-15	Room Services Tips		1.50			0.00	0.00
	Room# 0620 : CHECK# 0624						
31-08-15	Room Service Dinner - Tax		1.05		0.00	0.00	
	Room# 0620 : CHECK# 0624						
31-08-15	Room Revenue		160.00		0.00	0.00	
31-08-15	Propina camarera paquete		1.82		0.00	0.00	

Ms Thella Bowens  
 Po Box 82776  
 San Diego CA 92138

Room No. : 0620  
 Arrival : 27-08-15  
 Departure : 03-09-15  
 Page No. : 3 of 3  
 Follo No. : 71561  
 Conf. No. : 001428738  
 Cashier No. : 634  
 User ID : PVERDI

**COPY OF INVOICE**

Membership No. : SPG [REDACTED]  
 A/R Number :  
 Group Code : ACI22OCT  
 Company Name : Airports Council International

Thank You For Staying With Us 09-09-15

Date	Text	Exchange Rate	Charges USD	Credits USD	Charges USD	Credits USD
31-08-15	Room Tax ITBMS		0.18	\$178.00	0.00	0.00
31-08-15	Room Tax ITBMS		16.00		0.00	0.00
01-09-15	Room Revenue		160.00		0.00	0.00
01-09-15	Propina camarera paquete		1.82	\$178.00	0.00	0.00
01-09-15	Room Tax ITBMS		0.18		0.00	0.00
01-09-15	Room Tax ITBMS		16.00		0.00	0.00
02-09-15	Room Revenue		160.00		0.00	0.00
02-09-15	Propina camarera paquete		1.82	\$178.00	0.00	0.00
02-09-15	Room Tax ITBMS		0.18		0.00	0.00
02-09-15	Room Tax ITBMS		16.00		0.00	0.00
03-09-15	American Express			1,531.16	0.00	0.00
XXXXXXXXXXXX XX/XX						
<b>Total</b>			<b>1,531.16</b>	<b>1,531.16</b>	<b>0.00</b>	<b>0.00</b>

Balance	0.00 USD	0.00
Total incl. vat	1,531.16 USD	0.00
Net Amount	1,358.50 USD	1,358.50
Room Tax ITBMS	113.62 USD	0.00
Starfish LUN - Tax	16.71 USD	0.00
	0.00 USD	0.00
	0.00 USD	0.00
	0.00 USD	0.00
	0.00 USD	0.00
	0.00 USD	0.00
	0.00 USD	0.00
	0.00 USD	0.00
	0.00 USD	0.00
	0.00 USD	0.00

Hotel - \$1,250.00  
 Food - \$176.31  
 Internet - \$112.35  
1,538.66

NOTE: 1) "OTHER" MEAL ON 8/28 DID NOT PAINT ON HOTEL BILL, BUT SIGNED RECEIPT IS \$ ATTACHED = \$16.50 + \$1.65 + \$1.16 = 19.31  
 2) \$9 DEDUCTED FOR NON-REIMBURSABLE DRINK 1 USD = USD  
 Δ \$1531.16 + \$16.50 - \$9.00 = \$1538.66

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**MISSING RECEIPT FORM**

Employee/Department Head must complete form below.

Date of Purchase/Event: 8/28/2015

Description of Item/Event: Buffet Lunch

Vendor/Event Name: Westin Playa Bonita, Panama

Dollar Amount: \$20.50 + \$.25 tax + \$.50 Gratuity = \$21.25

Reason for Missing Receipt: Hotel did not provide original itemized receipt

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that the original receipt in question was lost or none was issued to me.

  
\_\_\_\_\_  
Employee Signature

29 Oct 2015  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Date

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**MISSING RECEIPT FORM**

Employee/Department Head must complete form below.

Date of Purchase/Event: 8/28/2015

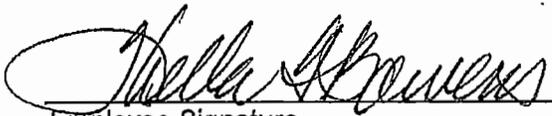
Description of Item/Event: Dinner at hotel - Fish & soft drink

Vendor/Event Name: Westin Playa Bonita, Panama

Dollar Amount: \$19.50 + \$1.40 tax + \$4.00 Gratuity = \$24.90

Reason for Missing Receipt: Hotel did not provide original itemized receipt

I hereby certify that the original receipt in question was lost or none was issued to me.

  
Employee Signature

09 Oct 2015  
Date

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Date

**RECEIPTS FROM TRAVEL TO PANAMA CITY, PANAMA  
AUGUST 27-SEPTEMBER 3, 2015 - THELLA F. BOWENS**

8/27/15

8/28/15

**DGI**  
EUROLATIN HOSPITALITY CORP  
ARRAJAN, CORREGIMIENTO DE VERACRUZ  
TELEFONO 304-6600  
WESTIN PLAYA BONITA  
RUC: 1311050-1-608167 DV: 69  
27/08/2015 21:58:14 036876 CI  
GIG: 035426 CEI: 0063  
PPBT110000277-00036876

**DOCUMENTO NO FISCAL  
Informe General**

RUC: 1311050-1-608167 D.V. 69  
JUE 27 AGOSTO 2015

CUENTA #419051-1  
ESA #2962

1 VEGETALES PARRILLA	\$6.00
1 PLATO FUERTE STANDAR	\$24.00
1 ACQUA PANNA	\$9.00
Conteo de items	3
ALIMENTOS	\$30.00 - Food
<del>SECTOR RESCATE</del>	<del>\$9.00</del>
SUB-TOTAL	\$39.00
ITBMS	\$2.73 - TAX
TOTAL	\$41.73
Propina Sugerida: 10.00%	\$3.90
Propina Sugerida: 20.00%	\$7.80

NOMBRE: BOWENS  
FIRMA: [Signature]  
SERVICIO: 8.00 Tip  
TOTAL: 40.73

NO FISCAL  
\*\*TIPS NOT INCLUDED\*\*  
Hora: 21:57 2 CLIENTES  
-----NO FISCAL-----  
GSAJIF80 AFL8R9JD 0VZ7TDJO G56B0F80 ANE1  
BEMATECH NP-4000 TH FI ECF  
VER:01.00.C3 CAJA:0001 TIE  
WEQQQQQQQQQERWIRQFO 27/08/2015 2  
PPBT110000

**DGI**  
EUROLATIN HOSPITALITY CORP  
ARRAJAN, CORREGIMIENTO DE VERACRUZ  
TELEFONO 304-6600  
WESTIN PLAYA BONITA  
RUC: 1311050-1-608167 DV: 69  
28/08/2015 21:57:18 GNF: 073009 COD: 075891  
GIG: 071981 CEI: 0065  
PPBT110000709-00073009

**DOCUMENTO NO FISCAL  
Informe General**

RUC: 1311050-1-608167 D.V. 69  
VIE 28 AGOSTO 2015

CUENTA #419251-1  
SA #620

1 PASTELILLO DE CHOCO	\$7.00
1 NACHOS	\$9.50
Conteo de items	2
ALIMENTOS	\$16.50 ✓
SUB-TOTAL	\$16.50
SERVICIO	\$1.65 ✓
ITBMS	\$1.16 ✓
TOTAL	\$19.31

NOMBRE: \_\_\_\_\_  
FIRMA: \_\_\_\_\_  
SERVICIO: \_\_\_\_\_  
TOTAL: \_\_\_\_\_

NO FISCAL  
\*\*TIPS NOT INCLUDED\*\*  
Hora: 21:35 1 CLIENTE  
-----NO FISCAL-----  
BJKLMASG WCESFZG 87QMOKSS BCFD95G 7PC5NALGSRMM  
BEMATECH NP-4000 TH FI ECF-IF  
VER:01.00.08 CAJA:0001 TIENDA:0001  
WEQQQQQQQQQORPIPIOT 28/08/2015 21:57:20  
PPBT110000709

**RECEIPTS FROM TRAVEL TO PANAMA CITY, PANAMA  
AUGUST 27-SEPTEMBER 3, 2015 - THELLA F. BOWENS**

8/30/15

DGI

EUROLATIN HOSPITALITY CORP  
ARRAJAN, CORREGIMIENTO DE VERACRUZ  
TELEFONO 304-6600  
WESTIN PLAYA BONITA

RUC: 1311050-1-608167 DV: 69  
30/08/2015 19:30:21 GNF: 037258 COD: 045333  
GIG: 035805 CEI: 0116  
PPBT110000277-00037258

NO FISCAL  
NO FISCAL

DOCUMENTO NO FISCAL  
Informe General

RUC: 1311050-1-608167 D.V. 69

DOM 30 AGOSTO 2015

NO FISCAL

CUENTA #419986-1

ESA #2951

CLIENTE # 2

1 UNA BOLA DE HELADO \$3.50

NO FISCAL

1 YUCA \$6.00

1 PLATO FUERTE STANDAR \$24.00

1 AGUACATE \$6.00

Conteo de items 4

NO FISCAL

ALIMENTOS : \$39.50 - FOOD

SUB-TOTAL : \$39.50

ITBMS \$2.77 - TAX

TOTAL \$42.27

NO FISCAL

Propina Sugerida: 10.00% \$3.95

Propina Sugerida: 20.00% \$7.90

HAB: ~~8.00~~

.....  
NOMBRE: BOWENS

NO FISCAL

.....  
FIRMA: [Signature]

NO FISCAL

SERVICIO: 8.00 - TIP

TOTAL: ~~42.27~~

NO FISCAL

TOTAL - \$50.27

\*\*\*TIPS NOT INCLUDED\*\*

Hora: 19:29 5 CLIENTES

. 2 CUENTAS

[Signature]

NO FISCAL

NO FISCAL

FB9F590P 4SIJRKNF 21X-SHAP F74C286P 4QBCH-9CURSU

BEMATECH MP-4000 TH FI ECF-IF

VER: 01.00.08 CAJA: 0001 TIENDA: 0001

VEQQQQQQQQRRUPW10 30/08/2015 19:30:23

PPBT110000277

**RECEIPTS FROM TRAVEL TO PANAMA CITY, PANAMA  
AUGUST 27-SEPTEMBER 3, 2015 - THELLA F. BOWENS**

8/31/15

B 25.

**The Westin Playa Bonita  
ROOM SERVICE**  
RUC: 1311050-1-608167 D.V.69

LUN 31 AGOSTO 2015

**CUENTA #420624-1**  
MESA #620

1 PAPAS FRITAS \$7.00  
1 SOPA MINISTRONE \$8.00  
Conteo de items 2

ALIMENTOS : \$15.00  
SUB-TOTAL : \$15.00

SERVICIO : \$1.50  
ITBMS \$1.05

**TOTAL \$17.55**

HAB: 6.20

NOMBRE: Bowens

FIRMA: [Signature]

SERVICIO: 2.00

TOTAL: 19.85

\*\*TIPS NOT INCLUDED\*\*

Hora: 21:26 1 CLIENTE

**DGI**  
EUROLATIN HOSPITALITY CORP  
ARRAJAN, CORREGIMIENTO DE VERACRUZ  
TELEFONO 304-6600  
WESTIN PLAYA BONITA  
RUC: 1311050-1-608167 DV:69  
31/08/2015 21:47:57 GNF:073430 COO:076123  
GIG:072399 CEI:0120  
PPBT110006709-00073430

NO FISCAL  
NO FISCAL  
**DOCUMENTO NO FISCAL**  
Informe General

RUC: 1311050-1-608167 D.V.69  
N 31 AGOSTO 2015

NO FISCAL  
ENTA #420624-1  
SA #620  
1 PAPAS FRITAS \$7.00  
1 SOPA MINISTRONE \$8.00

Conteo de items 2  
ALIMENTOS : \$15.00 ✓  
SUB-TOTAL : \$15.00 ✓  
SERVICIO : \$1.50 ✓

ITBMS NO FISCAL \$1.05 ✓  
TOTAL \$17.55

B: \_\_\_\_\_  
... NO FISCAL

NOMBRE: \_\_\_\_\_

FIRMA \_\_\_\_\_

SERVICIO: \_\_\_\_\_ NO FISCAL

TOTAL: 2.30

TOTAL: \$19.85  
NO FISCAL

\*\*TIPS NOT INCLUDED\*\*  
Hora: 21:26 1 CLIENTE

-----NO FISCAL-----  
8IHDEGSJ ATBNPOZD XTWZLJOP 88BCCD8J AMBEK8L9S1OP  
BEMATECH MP-4000 TH FI ECF-IF  
VER:01.00.08 CAJA:0001 TIENDA:0001  
VEGQQQQG 31/08/2015 21:47:59  
709

**RECEIPTS FROM TRAVEL TO PANAMA CITY, PANAMA  
AUGUST 27-SEPTEMBER 3, 2015 - THELLA F. BOWENS**

9/1/15

LUNCH - FISH

THELLA PORTION:

$$\$75.97 \div 3 = \underline{\underline{\$25.32}}$$

  
**St. Georges Bank**  
Grupo Financiero

SW: VERSION.11W 027.231014

HOTEL INTER PLAYA MONITA  
RESTAURANTE PELICAN  
64101-91-357060

2015-09-01-15:21 AHT: 574453  
MASTERCARD  
\*\*\*\*\*  
COMERCIO ID: 016015067  
TERMINAL ID: 01103400  
REFERENCIA: 52442-618629  
MOLZTA: 100037  
LOTE: 100217  
BASE: 75.97  
PROPINA  
COMPRA

----- PROPINA SUGERIDA -----  
10% US\$7.59  
15% US\$11.39  
20% US\$15.19  
-----

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

MISSING RECEIPT FORM

Employee/Department Head must complete form below.

Date of Purchase/Event: 9/1/2015

Description of Item/Event: Lunch - Fish

Vendor/Event Name: Restaurante Pelican, Panama

Dollar Amount: \$25.32

Reason for Missing Receipt: Restaurant did not provide itemized receipt

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that the original receipt in question was lost or none was issued to me.

  
Employee Signature

29 October 2015  
Date

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Date

**RECEIPTS FROM TRAVEL TO PANAMA CITY, PANAMA  
AUGUST 27-SEPTEMBER 3, 2015 - THELLA F. BOWENS**

9/3/15



Aviator's Sports Bar  
Concourse B  
8900 Pena Blvd  
Denver, CO

Concourse B  
8900 Pena Blvd  
Denver, CO

Server: Marcel  
01:53 PM  
Table 21/1

DOB: 09/03/2015  
09/03/2015  
2/20013

SALE

Server: Marcel  
Table 21/1  
Guests: 1

09/03/2015  
1:51 PM  
20013

AMEX 5242919  
Card #XXXXXXXXXX  
Magnetic card present: BOWENS THELLA F  
Card Entry Method: S

Approval: 543722

Ice Tea 2.85  
Melbasa Sausage Entree 15.00  
Subtotal 17.85  
Tax 1.43  
Total 19.28  
Balance Due 19.28

Amount: \$ 19.28  
+ Tip: 3.80  
= Total: 23.08

Thank You!  
We would love to hear you  
Please email comments to:  
info@aviatorssportsbarandbbq.com

I agree to pay the above  
total amount according to the  
card issuer agreement.

Thank You!  
We would love to hear you  
Please email comments to:  
info@aviatorssportsbarandbbq.com

**Ayers Kim**

---

**From:** Michelle Barre <MBarre@aci.aero>  
**Sent:** Thursday, May 28, 2015 1:46 PM  
**Subject:** WGB meeting in Panama on 30 August 2015

Dear Board Members,

Please find below the link to register to the ACI Latin America-Caribbean / World Annual General Assembly Conference & Exhibition that will take place in Panama City, Panama from 31 August to 2 September 2015.

[https://aero.formstack.com/forms/waga\\_delegate](https://aero.formstack.com/forms/waga_delegate)

**The Early Bird special rate of 650 USD will end tomorrow Friday 29 may 2015 COB; the rate will be 900 USD after that.**

Please note the date and time of the following meetings:

**Saturday 29 August**

08:30-09:00	ACI Fund
14:00-14:30	ACI Honorary Member Meeting
14:30-15:30	ACI World Audit Committee
15:30-17:30	ACI World Executive Committee meeting
19:00-22:00	Joint Board dinner

**Sunday 30 August 2015**

08:30-09:30	ACI WGB Breakfast
09:30-16:30	ACI WGB Meeting ACI World General Assembly (Followed by ACI-ICAO AMPAP Graduation Ceremony)

**Tuesday 1 September 2015**

11:30-13:00

Kind regards,

Michelle

Ms. Michelle Barré  
Corporate Secretary  
ACI World  
800 rue du Square Victoria  
Suite 1810, PO Box 302  
Montréal, Québec H4Z 1G8  
Canada  
Tel: +1 514 373 1204  
Fax: +1 514 373 1201  
E-mail: [mbarre@aci.aero](mailto:mbarre@aci.aero)  
Website: [www.aci.aero](http://www.aci.aero)

2015 ACI  
LATIN AMERICA -  
CARIBBEAN/WORLD  
ANNUAL GENERAL ASSEMBLY  
CONFERENCE & EXHIBITION



Panama City  
31 August - 2 September 2015



Montreal, 17 June 2015

Thella Bowens  
President and CEO  
San Diego County Regional Airport Authority  
P.O. Box 82776  
San Diego, California 92138-2776

Dear Thella,

I write to ask you to serve as the moderator for the **Human Resources Forum** we are holding ahead of the 25th ACI Latin America-Caribbean/World Annual General Assembly, Conference & Exhibition in Panama City, Panama.

The Forum will be on August 31<sup>st</sup> from 9:30 to 12:30 and we would like you to provide a 5 minute introduction at the start and closing remarks at the end.

The Forum has been formulated to fit within the theme of the conference, "Airports: Shaping the future," and you should feel free to draw upon your own considerable experience in framing your remarks.

Please contact Kevin Caron, ACI World Head of Global Training & DNA Assistance Programme, at [KCaron@aci.aero](mailto:KCaron@aci.aero) to confirm your participation and discuss your speaking engagement further.

Thank you in advance for taking the time to consider this invitation. We look forward to your participation in this premier event for airport decision makers from around the world.

Kindest regards,

Angela Gittens  
Director General  
ACI World

Javier Martinez  
Director General  
ACI Latin America-Caribbean

**Ayers Kim**

---

**From:** Joanna Kufedjian <JKufedjian@aci.aero>  
**Sent:** Thursday, July 30, 2015 6:17 AM  
**To:** Bowens Thella  
**Cc:** Anita Berthier; DClemmons@aci-na.org; nzimini@aci-na.org  
**Subject:** WBP breakfast and CEO panel Invitation

Dear Ms. Bowens,

On behalf of Ms. Angela Gittens, Director General, ACI World and Mr. Greg Fordham, Chair, World Business Partners Advisory Board (WBPAB), we have the great pleasure in inviting you to speak at the **ACI World Business Partners breakfast and CEO panel**, which is scheduled to take place during the **2015 ACI Latin America-Caribbean/World Annual General Assembly, Conference & Exhibition**, in Panama, as follows:

**Date: Wednesday, 2 September 2015**

**Time: 8:00-9:30**

**Location: Arrecife (Beach level), Westin Playa Bonita Panama**

**Topic: Airports: Shaping our future-- Top CEOs and senior executives share their airport's latest innovations and developments**

The session will be chaired by Mr. Greg Fordham, Chair, WBPAB and will be attended by World Business Partners and regular airport members. The session will be split into two parts, with the first part consisting of a 'networking breakfast' (8:00-8:30) followed by the 'CEO panel' (8:30-9:30). The topic of discussion is "**Airports: Shaping our future**" with prearranged discussion questions which will be sent to you ahead of time. The session will then be opened to the floor for Q&A.

Thank you for confirming your attendance by **Friday, 14 August 2015** to Joanna Kufedjian, at [jkufedjian@aci.aero](mailto:jkufedjian@aci.aero)

Further information about the event can be found at: <http://www.aci-waga2015.com/>

We hope you will consider this invitation favourably and that your certainly tight schedule will allow for your participation.

We look forward to hearing from you soon.

Warmest regards,

Joanna

Joanna Kufedjian  
Manager, Events, Marketing and Member Services  
ACI World  
800 rue du Square Victoria  
Suite 1810, PO Box 302  
Montréal, Québec H4Z 1G8  
Canada  
Tel: +1 514 373 1232

ACI WORLD GENERAL ASSEMBLY, CONFERENCE & EXHIBITION – AUGUST 31-  
SEPTEMBER 3, 2015

## Conference Programme

### Monday, 31 August 2015

7:30 – 18:00

#### Registration

09:30 – 12:30

#### ACI World HR Forum

How good is your brand? Engaging your workforce and attracting future talent are key to your success.

[Click here for the full HR Forum Programme and Speakers](#)

09:30 – 12:30

#### Environment Forum

How do we secure permission to grow: Exploring environmental constraints, tackling emissions management and engaging communities.

[Click here for the full Environment Forum Programme and Speakers](#)

12:30 – 14:00

Lunch

14:00 – 17:30

#### Safety Symposium

Drive operational safety performance through achieving certification, industry best practices and collaborative efforts such as Airport Excellence in Safety (APEX).

[Click here for the full Safety Symposium Programme and Speakers](#)

14:00 – 17:00

#### Commercial Forum

Maximizing commercial revenues continues to be a key management objective at airports worldwide, despite airport size or ownership model. This forum aims to evaluate the latest airport commercial trends worldwide, with a particular emphasis on the developments in the Latin American-Caribbean region.

[Click here for the full Commercial Forum Programme and Speakers](#)

19:00 – 21:00

#### Welcome Reception and opening of exhibition hall

# Tuesday, 1 September 2015

07:30 - 18:30

Registration

08:00 - 08:30

Press Conference

08:30 - 09:30

Official Opening, Welcome Addresses and Keynote Speakers

## **SPEAKERS**

- Joseph Fidanque III, General Manager, Tocumen International Airport
- Hector Navarrete, Director of Regional Airports, ASUR and President of ACI-LAC
- Fredrick Piccolo, President and Chief Executive Officer, Sarasota Manatee Airport Authority and Chair, ACI World

## **Special guest speaker**

- Juan Carlos Varela Rodriguez, President, Republic of Panama

09:30 – 11:00

Session 1: A day in a life of an airport CEO in 2025

Airport CEOs provide insights on the future of airports, including their strategic vision, challenges and opportunities.

## **SPEAKERS**

- Kjeld Binger, Chief Executive Officer, Airport International Group
- Martin Eurnekian, Chief Executive Officer, Corporacion América
- Bongani Maseko, Chief Executive Officer, Airports Company South Africa
- Fredrick Piccolo, President and Chief Executive Officer, Sarasota Manatee Airport Authority and Chair, ACI World

11:00 – 11:30

Morning coffee break

11.30 - 13:00

ACI World General Assembly

(Followed by ACI-ICAO AMPAP Graduation Ceremony)

13:00 - 14:15

Lunch

13:00 - 14:15

ACI-ICAO AMPAP Reception

(By invitation only)

14:15 – 15:45

## Session 2: Waves of the future

Panelists discuss how airports will cater to an emerging group of air travelers; the generation of passengers that will be traveling for the next three to four decades. What do they want? How do we deliver?

### MODERATOR

- Lance Lyttle, Chief Operating Officer, Houston Airport System (IAP)

### SPEAKERS

- Mazhar Butt, Senior Vice President Customer Experience, Dallas/Fort Worth International Airport
- Eric Lipp, Executive Director, Open Doors Organization

15:45 – 16:15

Afternoon coffee break

16:15 - 17:15

ACI Latin America - Caribbean Regional Assembly

17:15 - 18:00

Scholarship Reception

(By invitation only)

19:00 – 22:00

Gala Dinner

Hosted by Tocumen

## Wednesday, 2 September 2015

07:30 - 18:30

Registration

08:00 - 09:30

ACI WBP Breakfast and CEO Panel

(By invitation only)

9:45 - 10:00

Keynote Speaker

- Pedro Heilbron, Chief Executive Officer, Copa Holdings and Copa Airlines

10:00 - 11:30

### Session 3: Can we get smart about security?

Improving the passenger journey from curb to boarding: where are we and where do we go from here?

#### MODERATOR

- Howard Eng, President and Chief Executive Officer, Greater Toronto Airports Authority (GTAA)

#### SPEAKERS

- Agustin Arellano, Chief Executive Officer, Aerostar Airport Holdings, LLC
- Alexis Long, Head Security Policy, Heathrow Airport
- Jeroen van Vliet, Senior Vice President, KLM Security Services, KLM Royal Dutch Airlines

11:30 – 12:00

Morning coffee break

12:00 - 13:15

### Session 4: Doing it right when things go wrong

Every airport faces the specter of irregular operations. This session will provide key planning strategies and best practices for taking care of passengers and getting back to normal.

#### MODERATOR

- Aaron Adderley, General Manager, Bermuda International Airport

#### SPEAKERS

- Eddie Angeles, Associate Administrator for Airports, FAA
- Emilio Gonzalez, Director, Miami-Dade Aviation Department
- Doug Yakel, Chief Press Officer, San Francisco International Airport

13:15 - 14:45

Lunch

14:45 - 16:15

### Session 5: Best practice in Customer Experience: Here's what's happening

Customer experience is a priority for all airports. This session will focus on the new tools and technologies that are available to improve services, the importance of customization and the potential impacts on costs and revenues.

#### SPEAKERS

- Michael Kerkloh, President and Chief Executive Officer, Munich International Airport

16:15 - 16:45

Hand-Over & Closing Ceremony

(Raffle)

16:45 - 17:15

Closing Ceremony Reception

(sponsored by Aéroports de Montréal)



**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: 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: 6/18/15 PLANNED DATE OF DEPARTURE/RETURN: 10/2/15 / 10/7/15

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

Destination: Long Beach, CA Purpose: ACI-NA Annual Conference and attend the ACI-NA Board & Executive/Committee Meetings

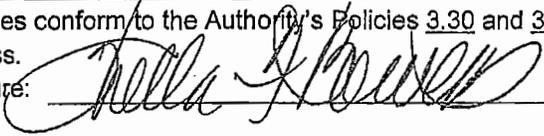
Explanation: \_\_\_\_\_

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	125.00
B. LODGING	\$	1250.00
C. MEALS	\$	400.00
D. SEMINAR AND CONFERENCE FEES	\$	795.00
E. ENTERTAINMENT (If applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$	<b>2620.00</b>

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

Travelers Signature:  Date: 6/18/15

**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, Lorraine Bennett, Asst. 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 July 13, 2015 meeting.  
 (Leave blank and we will insert the meeting date.)

**Ayers Kim**

**From:** membership@aci-na.org  
**Sent:** Wednesday, July 29, 2015 2:29 PM  
**To:** Ayers Kim  
**Cc:** Ayers Kim  
**Subject:** 2015 Annual Conference & Exhibition Registration Details

**Airports Council International - North America  
REGISTRATION CONFIRMATION & RECEIPT**

**2015 Annual Conference & Exhibition**  
Sunday, October 4, 2015 through Wednesday, October 7, 2015  
Long Beach CA

**Confirmation #78553**

Attendee Information			
<b>Badge</b>	Thella	<b>Address</b>	
	Thella F. Bowens President/CEO San Diego County Regional Airport Authority San Diego, CA	PO Box 82776 San Diego, CA 92138 USA Phone: (619) 400-2445 Email: <a href="mailto:kayers@san.org">kayers@san.org</a>	
<b>Attendee Type(s)</b>	Member Airport		
Total Registration			
	<b>Total Registration Fees</b>		<b>\$ 795.00</b>
	Amount Paid -- Thank You		\$ 795.00
	Balance Due		\$ 0.00
Basic Registration Fees			
	Full Conference Registration		\$ 795.00
Optional Events			
Tuesday, Oct 6	Closing Night Event	1 @ \$ 0.00	\$ 0.00
Additional Information			
2015 ACI-NA Annual Conference & Exhibition October 4-7, 2015 Long Beach, CA			

Thank you for registering for ACI-NA 2015 Annual Conference. The conference will take place at the Long Beach Convention Center and Long Beach Airport is our host for the event. There will be over 150 exhibitors ready to showcase their products and meet with you in the exhibit hall.



U.S. BANCORP SERVICE CENTER  
 P. O. Box 6343  
 Fargo, ND 58125-6343



SAN DIEGO CNTY RGNL ARPRT AUTH

ACCOUNT NUMBER [REDACTED]  
 STATEMENT DATE 08-24-15  
 TOTAL ACTIVITY [REDACTED]

000016772 1 SP 106481167027101 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 8/31/15 Approver [Signature] Date 9/1/15

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
07-31	07-29	AIRPORTS COUNCIL INTL 202-293-8500 DC PUR ID: AR0AC647287C TAX: 0.00	24138005211701492670553	8699	795.00
[REDACTED]					

Default Accounting Code:				
CUSTOMER SERVICE CALL  800-344-5696	ACCOUNT NUMBER [REDACTED]		ACCOUNT SUMMARY	
	STATEMENT DATE 08-24-15	DISPUTED AMOUNT \$ .00	PREVIOUS BALANCE	\$ .00
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		PURCHASES & OTHER CHARGES	[REDACTED]
			CASH ADVANCES	\$ .00
			CASH ADVANCE FEE	\$ .00
			CREDITS	\$ .00
			TOTAL ACTIVITY	[REDACTED]

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

**2015**

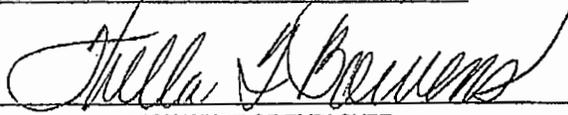
## MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT

EMPLOYEE NAME Thella Bowens			PERIOD COVERED 2-Oct to 4-Oct-15	
DEPARTMENT/DIVISION Executive Office/BU 6				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
10/2/15	113.00	SAN to Long Beach		
10/4/15	113.00	Long Beach to SAN		
<b>SUBTOTAL</b>				<b>226.00</b>

### Computation of Reimbursement

REIMBURSEMENT RATE: (see below) *	Rate as of January 2015	X	226.00
TOTAL MILEAGE REIMBURSEMENT			129.95
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)			-
<b>TOTAL REIMBURSEMENT REQUESTED</b>			<b>\$ 129.95</b>

I acknowledge that I have read, understand and agree to \*Authority Policy 3.30 - Business Expense Reimbursement Policy and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct.

Business Expense Reimbursement Policy 3.30  
  
  
 SIGNATURE OF EMPLOYEE

DEPT./DIV. HEAD APPROVAL



3225 N Harbor Dr, San Diego, CA 92101 Drive 113 miles, 2 h 33 min to 200 S Pine Ave, Long Beach, CA 90802

### 3225 N Harbor Dr

San Diego, CA 92101

#### Get on I-5 N from N Harbor Dr, W Laurel St and India St

- .....8 min (2.5 mi)
- ↑ 1. Head west toward Winship Ln
- .....180 ft
- ↻ 2. Make a U-turn
- .....253 ft
- ↶ 3. Use the left 2 lanes to turn left onto N Harbor Dr
- .....0.8 mi
- ↶ 4. Use the left 2 lanes to turn left onto W Laurel St
- .....0.4 mi
- ↶ 5. Use the left 2 lanes to turn left onto India St
- .....0.8 mi
- ⬆ 6. Use the left 2 lanes to take the ramp onto I-5 N
- .....0.3 mi

#### Follow I-5 N, CA-73 N and I-405 N to W Shoreline Dr in Long Beach. Take exit 1C from I-710 S

- .....1 h 40 min (109 mi)
- ⬆ 7. Merge onto I-5 N
- .....66.4 mi
- ↘ 8. Use the right 3 lanes to take exit 85A for CA-73 N toward Long Beach
- .....0.7 mi
- ↑ 9. Continue onto CA-73 N
- .....16.9 mi
- ⚠ Partial toll road
- ↘ 10. Use the left 3 lanes to take exit 18A to merge onto I-405 N toward Long Beach
- .....12.8 mi
- ↘ 11. Keep left at the fork to stay on I-405 N
- .....8.6 mi
- ↘ 12. Take exit 32B to merge onto I-710 S
- .....8.5 mi
- ↘ 13. Use the left 2 lanes to take exit 1C toward Downtown Long Beach/Convention Center/Aquarium
- .....0.3 mi

#### Follow W Shoreline Dr to S Pine Ave

- .....4 min (1.7 mi)

- ↑ 14. Continue onto W Shoreline Dr  
.....1.6 mi
- ↩ 15. Use the 2nd from the left lane to turn left onto S Pine Ave  
    📍 Destination will be on the right  
.....312 ft

**200 S Pine Ave**  
Long Beach, CA 90802

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.



Hyatt Regency Long Beach  
 200 South Pine Avenue  
 Long Beach, CA 90802  
 Tel: 562.491.1234  
 Fax: 562.432.1972

**INFORMATION INVOICE**

Payee Thella Bowens  
 Po Box 82776  
 San Diego CA 921382776  
 United States

Room No. 0523  
 Arrival 10-02-15  
 Departure 10-05-15  
 Page No. 1 of 1  
 Folio Window 1  
 Folio No.

Confirmation No. 6401847501  
 Group Name ACI-NA 2015 Annual Conf & Exhibition  
 Booking No. 32CB2F7M

Date	Description	Charges	Credits
10-02-15	- Room Service Dinner Food	30.08	- Receipt ATT
10-02-15	Group Room	249.00	} \$286.74
10-02-15	Occupancy Tax 12.0%	29.88	
10-02-15	LB Tourism Assessment 3.0%	7.47	
10-02-15	CA Tourism Assessment	0.39	
10-02-15	Parking - Valet	24.00	
10-03-15	- Room Service Dinner Food	26.81	- Receipt ATT
10-03-15	Group Room	249.00	} \$286.74
10-03-15	Occupancy Tax 12.0%	29.88	
10-03-15	LB Tourism Assessment 3.0%	7.47	
10-03-15	CA Tourism Assessment	0.39	
10-03-15	Parking - Valet	24.00	
10-04-15	- Tides Lunch Food	24.17	- Receipt ATT
10-04-15	Group Room	249.00	} \$286.74
10-04-15	Occupancy Tax 12.0%	29.88	
10-04-15	LB Tourism Assessment 3.0%	7.47	
10-04-15	CA Tourism Assessment	0.39	

**Total** 989.28 0.00

Guest Signature

**Balance** 989.28

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 or association fails to pay for any part or the full amount of these charges.

**WE HOPE YOU ENJOYED YOUR STAY WITH US!**

**Hyatt Gold Passport Summary**

Membership:  
 Bonus Codes:  
 Qualifying Nights: 3  
 Eligible Spend: 804.00  
 Redemption Eligible: 153.06

We trust you enjoyed your stay at the Hyatt Regency Long Beach. Please let us know your thoughts at: [quality@hyatt.com](mailto:quality@hyatt.com).

We thank you for your business and we appreciate your loyalty.

For questions on your Gold Passport account, call 800-30-HYATT.

For inquiries concerning your bill please call 888-588-4384

Summary Invoice, please see front desk for eligibility details.

Please remit payment to:  
 Hyatt Regency Long Beach  
 P.O. Box 842160  
 Dallas, TX 75284

**RECEIPTS FROM TRAVEL TO LONG BEACH, CA  
OCTOBER 2-4, 2015 - THELLA F. BOWENS**

IN ROOM DINING  
709 VI CASHIER 1  
-----  
523/1 7052 GST  
1  
OCT02'15 8:12PM

1 WHT BN/TOM SOUP	6.00
1 TOMATO AVOCA SLD	11.00
1 ICED TEA	3.50
Food Sales	20.50
Delivery Charge	3.00
SERV. CHARGE 20%	4.10
Tax	2.48
Payment Due	<b>30.08</b> ✓

SERVICE CHARGE INCLUDES GRATUITY  
ADDITIONAL TIP: \_\_\_\_\_  
TOTAL: \_\_\_\_\_  
PRINT NAME: \_\_\_\_\_  
ROOM #: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_

IN ROOM DINING  
709 VI CASHIER 1  
-----  
523/1 7138 GST  
1  
OCT03'15 10:18PM

1 CHKN WINGS	10.00
1 CHOC POT DE CREM	8.00
Food Sales	18.00
Delivery Charge	3.00
SERV. CHARGE 20%	3.60
Tax	2.21
Payment Due	<b>26.81</b> ✓

SERVICE CHARGE INCLUDES GRATUIT:  
ADDITIONAL TIP: \_\_\_\_\_  
TOTAL: \_\_\_\_\_  
PRINT NAME: \_\_\_\_\_  
ROOM #: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_

RECEIPTS FROM TRAVEL TO LONG BEACH, CA  
OCTOBER 2-4, 2015 - THELLA F. BOWENS

10/4/15

HYATT REGENCY LONG BEACH  
134 FIAPAIPA SERVER 2  
-----  
24/2 2561 GST 1  
OCT04'15 12:14PM  
-----  
1 BBQ PULLED PORK 15.00  
1 ARNOLD PALMER 3.50  
Food Sales 18.50  
\*Serv Chg / Grat 4.00  
\*Tax 1.67  
Total Paid \$ 24.17 ✓  
\*\$ CHARGE TIP 4.00  
523/Bowens  
\*ROOM CHARGE 24.17  
----134 CLOSED OCT04 12:50PM----

Join Hyatt Gold Passport  
today and start earning points  
for stays, dining and more.  
Visit [goldpassport.com](http://goldpassport.com).  
\*Not point earning eligible.  
#Not point redemption eligible.

\*\*\*THANK YOU FOR JOINING US\*\*\*  
\* \* GRATUITY NOT INCLUDED \*\*

**RECEIPTS FROM TRAVEL TO LONG BEACH, CA  
OCTOBER 2-4, 2015 - THELLA F. BOWENS**

**Parkers Lighthouse**  
435 Shoreline Village Dr  
Long Beach, CA 90802  
(562) 432-6500

Tbl: 200 Gsts: 8 Srvr: EVELYN D  
Date: 10-05-2015 8:19pm 2053.0005.00154

2 GL Artesa	22.00	
1 GL Ruffino PG	10.00	
3 GL Momo	30.00	
1 Calamari	13.00	
1 Shrimp Cocktail	16.00	
1 Unagi Sushi	5.00	
2 Caesar Salad	10.00	
1 Wedge Salad	10.00	✓
1 Wedge Salad	10.00	
2 GL Cambria Pino	26.00	
2 D-Sesame Tuna	68.00	✓ 1 = 34.00
1 Steamed Clams	19.00	
1 Chz Bread	7.00	
1 D-Mahi Macadami	28.00	
1 D-Stuffed Shrim	27.00	
1 SW Shrimp Sal	16.00	
1 Crab Cake	18.00	
1 Vodka	7.00	
*Dirty		
2 **Soup Of Day C	10.00	
Sub-Total:	356.00	
Tax:	32.04	

**Total Due: 388.04**

For Your Convenience, suggested gratuity  
15%=\$53.40 18%=\$64.08 20%=\$71.20

Join us at Parkers' Lighthouse for the  
"Best Happy Hour in Long Beach"  
Monday thru Thursday 3-7pm  
and Friday 3-8pm  
or in our Queensview Steakhouse for  
"Reverse Happy Hour"  
Monday thru Friday 7-9pm  
with Live Jazz Music Nightly!!

DINNER 10/5/15

\$ 10.00
\$ 34.00
<hr/>
\$ 44.00
3.96 TAX (9%)
<hr/>
\$ 47.96
\$ 8.00 TIP
<hr/>
\$ 55.96
<hr/>

As of June 18, 2015

**2015 ACI-NA ANNUAL CONFERENCE AND EXHIBITION**  
October 4-7, 2015  
Long Beach, CA

**PRELIMINARY SCHEDULE OF EVENTS (schedule subject to change at any time)**

*Please note: All events will be held at the Long Beach Convention Center unless otherwise noted.*

**Friday, October 2, 2015**

- 8:00 am – 4:30 pm Environmental Affairs Canadian Caucus Meeting
- 2:00 pm – 5:00 pm ACI-NA Executive Committee Meeting *(Executive Committee members only)*
- 6:00 pm ACI-NA Executive Committee Dinner *(Executive Committee members only)*

**Saturday, October 3, 2015**

- 7:30 am – 6:30 pm Registration
- 7:30 am – 8:00 pm LGB Welcome Desk
- 8:00 am – 11:45 am U.S. Policy Board Meeting *(Invite only)*
- 8:00 am – 12:00 pm Environmental Affairs Canadian Caucus Meeting
- 8:00 am – 8:00 pm Exhibition Hall Move-In
- 8:30 am – 12:00 pm Operations & Technical Affairs Informal Working Group Roundtable Sessions
- 8:30 am – 12:00 pm Environmental Affairs Informal Working Group Roundtable Sessions
- 8:30 am – 12:00 pm Business Information Technology Informal Airport Roundtable Sessions
- 10:00 am – 11:30 am Legal Affairs Steering Group Meeting
- 12:00 pm – 1:30 pm ACI-NA Committee Chairs & ACI-NA Board Luncheon *(Invite only)*
- 1:15 pm – 5:30 pm Legal Affairs Committee Workshop
- 1:15 pm – 5:30 pm Business Information Technology Committee Workshop
- 1:15 pm – 5:00 pm Operations & Technical Affairs Committee Workshop
- 1:15 pm – 4:30 pm Environmental Affairs Committee Workshop
- 1:30 pm – 3:30 pm ACI-NA Board of Directors Meeting *(Invite only)*
- 2:00 pm – 5:00 pm Canadian Council of Chairs Meeting
- 5:15 pm – 6:30 pm Operations & Technical Affairs Steering Group Meeting
- 4:30 pm – 6:30 pm Environmental Affairs Steering Group Meeting
- 6:30 pm – 9:30 pm Board and Commissioners Dinner *(Invite only)*

**Sunday, October 4, 2015**

7:30 am – 7:00 pm      Registration

7:30 am – 7:00 pm      LGB Welcome Desk

8:00 am – 9:00 am      Continental Breakfast

8:00 am – 9:00 am      Committee Chairs Information Exchange Breakfast

8:00 am – 2:00 pm      Exhibition Hall Move-In

9:00 am – 4:45 pm      Environmental Affairs Committee Workshop

9:00 am – 4:45 pm      Operations & Technical Affairs Committee Workshop

9:00 am – 4:45 pm      Legal Affairs Committee Workshop

9:00 am – 4:45 pm      Business Information Technology Committee Workshop

8:45 am – 11:45 am      CAC Large Airports Caucus Meeting

8:45 am – 11:45 am      CAC Small Airports Caucus Meeting

9:00 am – 3:00 pm      Marketing & Communications Steering Group Meeting (*Invite only*)

9:00 am – 5:00 pm      Finance Committee Meeting

9:15 am – 10:15 am      U.S. Government Affairs Steering Group Meeting (*Steering Group Members and Airport ORs only*)

9:15 am – 12:00 pm      ACI-NA WBP/Associates Board of Directors Meeting

10:15 am – 10:45 am      AM Break

10:00 am – 12:00 pm      Commercial Management Steering Group Meeting (*Invite only*)

10:30 am – 12:00 pm      Commissioners Committee Meeting

12:00 pm – 1:00 pm      Lunch

12:00 pm – 1:00 pm      Canadian Closed Board Meeting (*Open to Board Members Only*)

12:00 pm – 1:00 pm      Exec-2-Exec Committee (*Airport and WBP/Associates Board Executive Committee members only*)

1:00 pm – 3:00 pm      Medium Hub Caucus Meeting (*Invite only*)

1:00 pm – 3:00 pm      Large Hub Caucus Meeting (*Invite only*)

1:00 pm – 4:00 pm      Small Airports Committee Meeting

1:00 pm – 4:15 pm      Air Cargo Committee Meeting

1:15 pm – 5:00 pm      Canadian Open Board & Membership Meeting (*Open to all CAC members & Chairs*)

2:30 pm – 3:00 pm      PM Break

3:00 pm – 4:00 pm      U.S. Government Affairs Committee Meeting

3:00 pm – 5:00 pm      Business Diversity Committee Meeting

3:00 pm – 5:30 pm      Press Office Open

4:00 pm – 4:30 pm Exhibitor Briefing (*in Exhibit Hall*)

5:00 pm – 7:00 pm Exhibition Hall Grand Opening (*Reception in Exhibit Hall*)

**Monday, October 5, 2015**

6:00 am – 7:00 am ACI-NA 4th Annual Fun Run (*Advanced sign-up required/breakfast provided*)

7:00 am – 5:00 pm Press Office Open (*Closed from 2:45 – 3:30 pm for Press Briefing*)

7:00 am – 7:00 pm Registration

7:00 am – 6:00 pm LGB Welcome Desk

7:30 am – 10:00 am Exhibition Hall Open (*Continental Breakfast in Exhibit Hall*)

8:00 am – 8:45 am Exhibit Hall Classroom Education Session: Thinking Beyond Traditional Air Service – New Models, New Options

8:30 am – 3:30 pm Spouse & Guest Lounge

9:00 am – 9:45 am Exhibit Hall Classroom Education Session: Creating a Culture of Stewardship: Sustainability At All Levels Of The Organization

10:00 am – 12:00 pm General Session I: Welcome and Keynote Address  
Speaker: Dr. Travis Bradberry, Co-author of *Emotional Intelligence 2.0* and Co-founder of TalentSmart®

12:00 pm – 3:00 pm Exhibition Hall Open (*Lunch Served in Exhibit Hall from 12 – 2 pm*)

12:15 pm – 12:35 pm Solutions Showcase:

12:40 pm – 1:00 pm Solutions Showcase:

1:05 pm – 1:25 pm Solutions Showcase:

1:30 pm – 2:30 pm Exhibit Hall Classroom Education Session: Aircraft Manufacturers' Product Update

2:40 pm – 3:00 pm Solutions Showcase:

2:45 pm – 3:30 pm Press Briefing

3:00 pm – 3:15 pm PM Break

3:15 pm – 4:15 pm Concurrent Education Sessions:  
1A. Let's Get Real About Airport Real Estate Development

1B. Making the Connection Personal

1C. Best Practices for Avoiding and Minimizing Bid Protests

4:30 pm – 5:00 pm World Business Partner and Associate Member Business Meeting (*Open to all ACI-NA World Business Partners and Associate members*)

4:30 pm – 5:30 pm Concurrent Education Sessions:

2A. SMS: The View From the C-Suite

2B. How to Create an Accessible Airport

2C. Leading Edge Trends In Air Service

5:30 pm – 7:00 pm      Exhibition Hall Open (*Reception in Exhibit Hall*)

**Tuesday, October 6, 2015**

7:00 am – 5:45 pm      Registration

7:00 am – 6:30 pm      LGB Welcome Desk

7:00 am – 4:30 pm      Press Office Open

7:30 am – 9:00 am      **World Business Partner/Associate Member and Airport Director Roundtable Breakfast**  
(*Open to all AC-NA WBP/Associate members & ACI-NA member airport directors*)

8:00 am – 9:00 am      Continental Breakfast

9:00 am – 10:00 am      **General Session II**  
Speaker: Marshal Cohen, Chief Industry Analyst, The NPD Group, Inc

10:00 am – 10:30 am      ACI-NA Downes Award Presentation

10:30 am – 3:00 pm      Exhibition Hall Open (*Lunch Served in Exhibit Hall from 11:30 am – 1:30 pm*)

10:30 am – 11:00 am      Airport Membership Meeting in Exhibit Hall (*ACI-NA Airport Official Representatives only*)

11:00 am – 11:15 am      ACI World General Assembly Meeting in Exhibit Hall (*invite only*)

11:00 am – 11:20 am      Solutions Showcase

11:25 am – 11:45 am      Solutions Showcase:

11:50 am – 12:10 pm      Solutions Showcase:

12:00 pm – 1:00 pm      PAC Luncheon (*invite only*)

12:15 pm – 12:35 pm      Solutions Showcase:

12:40 pm – 1:00 pm      Solutions Showcase:

1:15 pm – 2:00 pm      Exhibit Hall Classroom Education Session: **Where Will We Get Tomorrow's Workers?**

2:15 pm – 3:00 pm      Exhibit Hall Classroom Education Session: **Rise of the Drones - What Does It Mean For Your Airport?**

3:00 pm – 3:15 pm      PM Break

3:00 pm – 7:00 pm      Exhibition Hall Move-Out

3:15 pm – 4:20 pm      Education Session: **Airport Forum with FAA and Transport Canada**

4:30 pm – 5:15 pm      Education Session: **Airport Forum with TSA and CATSA**

5:30 pm – 6:15 pm      Chairman's Handoff Reception to include:

7:30 pm – 10:00 pm      Closing Night Event

**Wednesday, October 7, 2015**

8:00 am – 10:00 am      Airport Tour

**BRETON K. LOBNER**

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

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

TRAVELER: Bretton Lobner DEPT. NAME & NO. General Counsel  
 DEPARTURE DATE: 9/16/2015 RETURN DATE: 9/18/2015 REPORT DUE: 10/18/15  
 DESTINATION: Marina Del Rey, CA

*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)					9/16/15	9/17/15	9/18/15		0.00
Conference Fees (provide copy of flyer/registration expenses)	200.00								0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*						16.00	16.00		32.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*									0.00
Hotel*									0.00
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)						2.00	2.00		4.00
Meals (include tips pd.)	Breakfast*								0.00
	Lunch*								0.00
	Dinner*								0.00
	Other Meals*								0.00
Alcohol is a non-reimbursable expense									
Hospitality <sup>1</sup> *									0.00
Miscellaneous: Travel trust fee									0.00
Baggage fee									0.00
*Provide detailed receipts									0.00
Total Expenses prepaid by Authority	200.00	0.00	0.00	0.00	0.00	18.00	18.00	0.00	36.00
Explanation:	Total Expenses Prepaid by Authority								200.00
	Total Expenses Pd. by Employee (Including cash advances)								36.00
	<b>Grand Trip Total</b>								<b>236.00</b>
	Less Cash Advance (attach copy of Authority ck)								
	Less Expenses Prepaid by Authority								200.00
	<b>Due Traveler (positive amount)<sup>2</sup></b>								<b>36.00</b>
<b>Due Authority (negative amount)<sup>3</sup></b>								<b>36.00</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.

Prepared By: Kendy Rios Ext.: x2424  
 Traveler Signature: [Signature] Date: 10-17-15  
 Approved By: [Signature] Date: 10-14-15

**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.*



DATE 9/17/15

GUEST NAME	ROOM NUMBER
------------	-------------

EXPLANATION	AMOUNT
Valet Parking Fee	\$ 16.00
ABA FUNCTION	

CASHIER

MISCELLANEOUS CHARGE

PRINTED ON RECYCLED PAPER

6-5534 (5/02)



DATE 9/18/15

GUEST NAME	ROOM NUMBER
------------	-------------

EXPLANATION	AMOUNT
Valet Parking Fee	\$ 16.00
REF # 8989	

CASHIER PAUL D.

MISCELLANEOUS CHARGE

PRINTED ON RECYCLED PAPER

6-6534 (5/02)

## Rios Kendy

---

**From:** Lobner Breton  
**Sent:** Monday, August 17, 2015 8:41 AM  
**To:** Rios Kendy  
**Subject:** FW: New Order Receipt

---

**From:** [service@americanbar.org](mailto:service@americanbar.org) [mailto:service@americanbar.org]  
**Sent:** Monday, August 17, 2015 6:39 AM  
**To:** Lobner Breton  
**Subject:** New Order Receipt



## New Order Receipt

[Order History](#) | [Wish List](#) | [Your Account](#) | [Access Digital Purchases](#)

Dear Breton Kneeland Lobner,

Thank you for your order with the American Bar Association. If applicable, a shipping confirmation with tracking information will be emailed to you when your order ships. You may access any online or downloadable purchases by clicking the [Access Digital Purchases](#) link above or through [Your Account](#) page under "MyABA > Purchase History > Digital Content".

Details for order 9001613700:

### Billing Information

Billing Address	Payment Method	Order Details
3225 N Harbor Dr Fl 3 San Diego, CA 92101-1045	Visa	Item(s) Total: 800.00 Member Discount: 600.00 Shipping: 0.00 Tax: 0.00 Total: 200.00

### Shipping Information

Shipping Address	Shipping Method
3225 N Harbor Dr Fl 3 San Diego, CA 92101-1045	N/A

**SPEAKER RELEASE**  
American Bar Association  
321 N. Clark Street, Chicago, IL 60654

Name of Presenter: Bretton K. Lobner Title of Presentation/Paper: Panel  
Address: 3225 N. Harbor Dr., San Diego, CA 92101  
ABA Program Title: Annual Program (the "Program") Sponsor: Forum on Air & Space Law  
Date of Program: September 17-18, 2015 Location of Program: Marina del Rey, CA  
Please sign and return this form by **August 15, 2015** to: katherine.koszyk@americanbar.org

You agree to participate in the Program described above and grant the following rights for no monetary compensation:

You hereby grant to the ABA the following rights to any written or visual material submitted in connection with your presentation(s) at the Program in any and all media or form of communication, including written, audio, video and other electronic media whether now existing or hereafter developed: (1) the non-exclusive worldwide right to use, record, transcribe, reproduce, distribute, sell, perform, display, or license and broadcast by radio, television, internet, or any other media, exhibit and otherwise use your presentation(s) or any part thereof, as presented in the Program, alone or in conjunction with other materials; (2) the non-exclusive worldwide right to use your presentation(s), or any part thereof, as part of a course book or in any other publication produced by the ABA; (3) the non-exclusive worldwide right to use your presentation to promote and publicize the ABA; and (4) the non-exclusive right to use Your name, likeness and biography in connection with the advertising, publicity, and promotion of your presentation(s) and/or the ABA.

You warrant that you have full power and authority to enter into this Agreement, and that your presentation(s) and any other material you submit (i) are original with you; (ii) are not subject to any third party copyright or that you have obtained permission from the copyright proprietor consistent with this Agreement for use of any third party copyrighted material; and (iii) that publication will not libel anyone or infringe on or invade the rights of others. You agree that you will indemnify the ABA for any liability or costs incurred by breach of this warranty.

You acknowledge and agree to comply with the ABA's "Open Meeting Policy," which states in part "...all ABA programs are open to the media unless they are to conduct business sessions of a confidential nature." "Media" may include print, radio, TV, internet or other journalists as credentialed by the Division for Media Relations and Communication Services, including ABA journalists. In addition, you acknowledge that media may record, photograph, or make fair use of portions of your presentation.

Please sign and date either Block A or Block B below and return this agreement to the program coordinator. Execution of this Agreement does not obligate the ABA to publish your presentation or other materials.

**Block A**

I hereby consent to the use of my presentation and other materials as described and agree with the provisions of this release form:

Signature: Bretton K. Lobner Date: AUG 13 2015  
 Please check here if you are a U.S. Government employee and your presentation was written on your own time and was not part of your assigned duties as a U.S. Government Employee.

If you are a U.S. Government employee and your presentation was written as part of your assigned duties as a U.S. Government employee, please sign below indicating that you agree with the provisions of this release form, except the grant of rights language. A grant of rights is unnecessary as my presentation is considered part of the public domain.

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

**Block B**



AMERICAN BAR ASSOCIATION  
THE FORUM ON  
AIR & SPACE LAW



# *Annual Meeting*

September 17-18, 2015 | Marina del Rey, CA



*Ritz-Carlton Hotel*

Marina del Rey, CA



## **Topics**

- A panel of in-house, outside and government attorneys will discuss best practices for using disclosure laws for strategic advantage both before and during litigation, and defending against hostile requests seeking proprietary client information in government hands.
- Using hypotheticals culled from aviation cases, the panel will focus on U.S. and international public disclosure laws, including FOIA, *Touhy* regulations, state public records acts and open meetings laws, and foreign laws.
- The program will explore the mechanics and important litigation advantages of disclosure laws, potential pitfalls involved with records requests by litigation adversaries or competitors, and strategies for addressing the issues based on lessons learned from the hypotheticals.

**12:00 - 1:15 p.m.**

**Lunch**

**1:30 - 2:45 p.m.**

**Aircraft Lease Finance Issues and Developments**

### **Moderator:**

**Thomas Zimmer**

Partner, Pillsbury Winthrop Shaw Pittman, San Francisco, CA

### **Panelists:**

**Loren M. Dollet**

Managing Director, Wings Capital Partners, Newport Beach, CA

**Gerard Melling**

Senior Vice President Legal, Mitsui Bussan Aerospace Corp, Los Angeles, CA

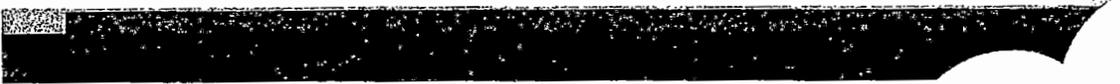
**Ryan Opeka**

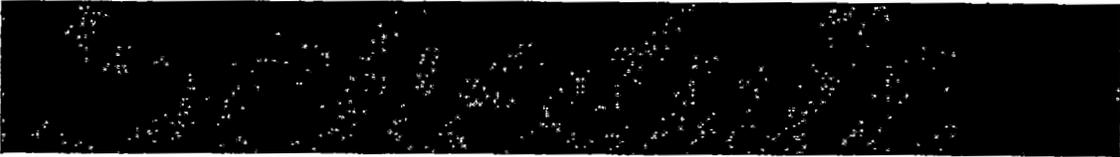
General Counsel, Jackson Square Aviation, LLC, San Francisco, CA

**Dominic Pearson**

Associate, Pillsbury Winthrop Shaw Pittman, San Francisco, CA

## **Topics**

- Challenges in buying and selling a portfolio of aircraft or engines on lease to airlines. Are there structures (such as the sale of beneficial sales in an owner trust vs. outright sales) that can facilitate sales and lessen the burden on the airline?
  - The influence of low fuel prices on strategies in portfolio composition.
  - Financing versus leasing of engines and challenges and opportunities of each.
  - When and why are "flag of convenience" registries used in leasing aircraft?
- 



## Friday - September 18, 2015

8:00 - 8:15 a.m.

### Welcome and Introductory Remarks

8:15 - 9:15 a.m.

### Hot Issues in the Field of Labor Law

#### Moderator:

**Aparna Joshi**

Partner, O'Melveny & Myers

#### Panelists:

**David Semanchik**

Senior Attorney, Air Line Pilots Association, Int'l, Washington, DC

**Douglas Hall**

Partner, Ford & Harrison, Washington, DC

**Steven Taylor**

Vice President, Regulatory and Industry Affairs, FedEx Express, Memphis, TN

**Rob Clayman**

Partner, Guerrerri, Clayman, Bartos & Parcelli, Washington, DC

#### Topics

- Regional airline industry - Pilot shortage and the future of the industry.
- Consolidation in the airline industry - How has it affected air carrier/labor relations?
- Open Skies v. Fair Skies - How does labor fit into the debate?

9:15 - 10:30 a.m.

### Multi-Modal Airport Expansion and Revenue Diversion

#### Moderator:

**Ron Jackson**

Assistant General Counsel for Operations, DOT, Washington DC

#### Panelists:

TBD

#### Topic

How can airports expand access to and types of services at the airport (e.g., space ports) without running afoul of DOT/FAA's restrictions on revenue diversion and rates and charges guidance?

10:30 - 10:45 a.m.

### Coffee and Refreshment Break





## Topics

Examine and debate preemption issues in multiple aviation related arenas including:

- Application of local minimum wage ordinances to employees covered under airline collective bargaining agreements.
- Preemption of state tort standards of care by the Federal Aviation Act and FAR regulations.

**2:45 - 3:15 p.m.**

**Break**

**3:15 - 4:30 p.m.**

**General Counsel Panel**

### Moderator:

**Jeffrey Shane**

General Counsel, IATA, Montreal, QC

### Panelists:

**James Hnat**

General Counsel, Executive Vice President of Corporate Affairs and Corporate Secretary  
JetBlue, New York, NY

**Richard B. Hirst**

Executive Vice President - Corporate Affairs and Special Counsel, Delta Airlines, Atlanta, GA

**David A. Berg**

Senior Vice President, General Counsel and Secretary, Airlines for America, Washington, DC

**Rush O'Keefe**

Senior Vice President and General Counsel, FedEx Express, Memphis, TN

**David Shapiro**

Senior Vice President and Chief Legal Officer, Air Canada, Montreal, QC

## Topics

This panel will provide aviation lawyers with the opportunity to hear first-hand what general counsels in airlines and airline associations worry about. Issues that the panel will address will cover a wide range of topics, including:

- What are the largest legal risks that their departments have to manage?
- When do they seek outside help and how do they select the firms they use?
- What do they look for in outside counsel? What are their biggest pet peeves?
- How is the relationship between in-house legal departments and external legal services providers changing?
- How is the airline industry addressing the daunting array of rules relating to privacy, economic sanctions, money laundering, spam, foreign corrupt practices, environment, truth-in-advertising, passenger rights, etc?
- What's the division of labor between associations and their airline members in defending the industry's interests?
- AND we will provide an opportunity for conference attendees to ask questions of interest.

**4:30 - 4:45 p.m.**

**Closing Remarks**

**4:45 - 6:00 p.m.**

**Closing Reception**

**9. Membership:**

To encourage registrants to join the ABA Forum on Air and Space Law, the reduced member's tuition rate will be extended to registrants who join the Forum when they register for the conference. Forum membership dues are \$40 for attorneys/associates and Free for law students.

**10. Course Materials:**

Will be provided electronically [www.bitly.com/Air\\_Space\\_Annual\\_2015](http://www.bitly.com/Air_Space_Annual_2015)

Please contact Dawn Holiday at 312-988-5660 or email [dawn.holiday@americanbar.org](mailto:dawn.holiday@americanbar.org).

**11. Tax Deduction for Education Purposes**

In the United States, an income tax deduction may be allowed for education expenses undertaken to maintain or improve professional skills. This includes registration, travel, meals and lodging, subject to applicable limitations (see Treas. Reg.1.162-5: Coughlin v. Commissioner, 203 F.2d 307 (2d Cir.1953)).

**12. Americans with Disabilities Act:** 

If special arrangements are required for disabled individuals to attend this program, please contact Dawn R. Holiday in writing by August 28, 2015 at the American Bar Association, 321 N. Clark St, Chicago, IL 60654 or Fax: 312-988 5677.

**13. Dress:**

Business Casual Attire.

**14. For the latest program information:**

Please visit the Forum on Air and Space Law at

[http://www.americanbar.org/groups/air\\_space.html](http://www.americanbar.org/groups/air_space.html)

**15. SCHOLARSHIP OPPORTUNITIES –**

Click Links: Law Student Scholarship      Lawyer Scholarship

**16. Questions:**

If you have questions or require additional conference information, please call Dawn R. Holiday at 312-988-5660 or Email: [dawn.holiday@americanbar.org](mailto:dawn.holiday@americanbar.org).

**17. Privacy Notice:**

Registration for, attendance at, or participation in the Section conferences and other associated activities constitutes an agreement by the registrant to permit the American Bar Association to use and distribute (both now and in the future) the registrant or participant's image or voice in photographs, videotapes, electronic reproductions, and audiotapes of such event and activities.

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

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

TRAVELER: Breton Lobner DEPT. NAME & NO. General Counsel  
 DEPARTURE DATE: 10/2/2015 RETURN DATE: 10/6/2015 REPORT DUE: 11/5/15  
 DESTINATION: Long Beach, CA

*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							
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTALS
		10/4/15	10/5/15	10/6/15			10/2/15	10/3/15	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)									0.00
Conference Fees (provide copy of flyer/registration expenses)	795.00								0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*		10.00	10.00	10.00			10.00		40.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (Include tips pd.)*									0.00
Hotel*									0.00
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*			14.69				18.20	32.89
	Dinner*						33.93	45.00	78.93
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous: Travel trust fee									0.00
Baggage fee									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>795.00</b>	<b>10.00</b>	<b>10.00</b>	<b>24.69</b>	<b>0.00</b>	<b>0.00</b>	<b>43.93</b>	<b>63.20</b>	<b>151.82</b>

Explanation:	Total Expenses Prepaid by Authority	795.00
	Total Expenses Pd. by Employee (Including cash advances)	151.82
	<b>Grand Trip Total:</b>	<b>946.82</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	795.00
	<b>Due Traveler (positive amount)<sup>2</sup></b>	
	<b>Due Authority (negative amount)<sup>3</sup></b>	<b>151.82</b>
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

<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.  
Travel and Lodging Expense Reimbursement Policy 3.40      Business Expense Reimbursement Policy 3.30

Prepared By: Kendy Rios Ext.: x2424  
 Traveler Signature: Breton K. Lobner Date: 10-29-15  
 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.

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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

Travelers Name: Breton K. Lobner Dept: 15  
 Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 9/10/15 PLANNED DATE OF DEPARTURE/RETURN: 10/2/15 / 10/7/2015

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

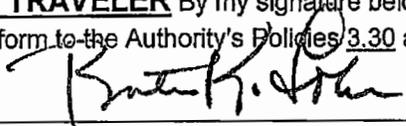
Destination: Long Beach, CA Purpose: 2015 Annual Conference & Exhibition  
 Explanation: 2015 Annual Conference & Exhibition - Committee Meetings and Workshops

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	0.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	0.00
B. LODGING	\$	0.00
C. MEALS	\$	200.00
D. SEMINAR AND CONFERENCE FEES	\$	795.00
E. ENTERTAINMENT (If applicable)	\$	0
F. OTHER INCIDENTAL EXPENSES	\$	0
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$</b>	

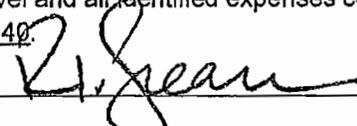
**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 9/9/15

**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: 9.16.15

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

I, Lorraine Bennett, Asst. Authority Clerk, hereby certify that this document was approved  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 by the Executive Committee at its 10-5-2015 meeting.  
 (Leave blank and we will insert the meeting date.)

**Rios Kendy**

**From:** membership@aci-na.org  
**Sent:** Wednesday, July 29, 2015 1:48 PM  
**To:** Lobner Breton  
**Cc:** Rios Kendy  
**Subject:** 2015 Annual Conference & Exhibition Registration Details

**Airports Council International - North America  
REGISTRATION CONFIRMATION & RECEIPT**

**2015 Annual Conference & Exhibition**  
Sunday, October 4, 2015 through Wednesday, October 7, 2015  
Long Beach CA

**Confirmation #78552**

Attendee Information		
<b>Badge</b>	<b>Bret</b>	<b>Address</b>
	Breton K. Lobner General Counsel San Diego County Regional Airport Authority San Diego, CA	3225 N. Harbor Drive San Diego, CA 92101 USA Phone: (619) 400-2424 Email: <a href="mailto:blobner@san.org">blobner@san.org</a>
<b>Attendee Type(s)</b>	Member Airport	
Total Registration		
	<b>Total Registration Fees</b>	<b>\$ 795.00</b>
	Amount Paid -- Thank You	\$ 795.00
	Balance Due	\$ 0.00
Basic Registration Fees		
	Full Conference Registration	\$ 795.00
Optional Events		
Committee Workshop		
Saturday, Oct 3 9:00 am	Legal Affairs Committee Workshop	--
Additional information		

2015 ACI-NA Annual Conference & Exhibition  
October 4-7, 2015  
Long Beach, CA

Thank you for registering for ACI-NA 2015 Annual Conference. The conference will take place at the Long Beach Convention Center and Long Beach Airport is our host for the event. There will be over 150 exhibitors ready to showcase their products and meet with you in the exhibit hall.

10/2  
Dvct's share - \$33.93

**Parkers Lighthouse**  
435 Shoreline Village Dr  
Long Beach, CA 90802  
(562) 432-6500

Tbl: 4 Gsts: 10 Srvr: CHRISTY  
Date: 10-02-2015 9:10pm 2053.0002.00282

Guests: 8  
1 Caesar Salmon 21.00  
1 Chowder Cup 6.00  
Sub-Total: 27.00  
Tax: 2.43  
**Total Due: 29.43**

Duplicate # 7

For Your Convenience, suggested gratuity  
15%=\$4.05 18%=\$4.86 20%=\$5.40

Join us at Parkers' Lighthouse for the  
"Best Happy Hour in Long Beach"  
Monday thru Thursday 3-7pm  
and Friday 3-8pm  
or in our Queensview Steakhouse for  
"Reverse Happy Hour"  
Monday thru Friday 7-9pm  
with Live Jazz Music Nightly!!

**Parkers Lighthouse**  
435 Shoreline Village Dr  
Long Beach, CA 90802  
(562) 432-6500

Emp: CHRISTY AMEX  
10-02 9:14pm Tbl# 4  
Swiped1 86346

**SALE**

Exp Date: \*\* / \*\* LOBNER/BRETON K

Apprvl Code: 253886

AMOUNT: 29.43  
TIP: 4.50  
TOTAL: 33.93

For Your Convenience, suggested gratuity  
15%=\$4.04 18%=\$4.85 20%=\$5.39

X BKQ  
Cardmember agrees to pay total in  
accordance with agreement governing  
use of such card.

\*\* GUEST COPY \*\*

10/3  
Lunch 18.20

10/3  
Dinner - Brief's share  
\$ 45

California Pizza Kitchen  
61 S. Pine Ave.  
Long Beach, CA 90802  
562-628-1800



Server: Mark  
Table 411/1  
Guests: 3  
Order Type: Dine In

10/03/2015  
1:06 PM  
30006

Iced Tea 2.89  
Salad 11.74  
Caesar Salad Salmon Half

Subtotal 14.63  
Tax 1.32  
Total 15.95

Balance Due \$ 15.95

For your convenience, suggested gratuity  
calculated on total check; after tax,  
before adjustments, offers or discounts.

15% Tip = 2.39  
18% Tip = 2.87  
20% Tip = 3.19

\*\*\*\*\*  
L'Opera Ristorante  
101 Pine Ave. Order 9154  
Long Beach CA 90802  
Tel. 562-491-0066  
10/03/15 10:00 PM  
Table 52 Cust 8  
Waiter 44 Jessica K  
\*\*\*\*\*

2 1/2 MESSALINA	11.00
3 BRUSCHETA TIEPIDA	38.00
2 CALAMARI FRITTI	28.00
2 CAPRESE	30.00
2 SPAG FRUTTI DI MARE	44.00
2 PENNE ARRABBI	32.00
2 CAPPELLACCI DI ZUCCA	40.00
1 AGNELLO CARCIOFI	39.00
1 SCALOPPINE PICCATA	29.00
1 SALMONE CAPPERI	29.00
1 PANNA COTTA	9.50
1 TIRAMISU	9.50
2 GELATI	14.00
1 side SPINACH	6.00
1 Pasta SPECIAL	22.00
4 L- PANNA	28.00
2 COFFEE	6.00
1 DECAF COFFEE	3.00
1 DOUBLE ESP	6.00

Taxable: 587.50

Sub-total: 587.50  
Taxes: 52.88

Total Due: 640.38

Visa: 64.03  
AMEX: 64.03  
Visa: 64.03  
Visa: 64.03

10/6  
Dinner  
Bret's share  
A 14.69

California Pizza Kitchen  
3280 N. SEPULVEDA BLVD.  
MANHATTAN BEACH, CA 90266  
310-796-1233

Server: Jose 10/06/2015  
Table 62/1 8:13 PM  
Guests: 2 110041  
Order Type: Dine In

Salad 10.99  
California Cobb Half Beets  
Sauv Blanc Nobile 6oz 7.99  
Salad 11.49  
Caesar, Half w/Chix

\*\*\*\*\*  
We would love to hear from you! Go to  
[www.cpksurvey.com](http://www.cpksurvey.com) in the next two days  
and tell us about your experience at CPK  
and enter to win \$500.00 from our Weekly  
Sweepstakes Drawing!  
Enter code:

| 499 000 002 165 011 |

NO PURCHASE NECESSARY.  
Visit [www.cpksurvey.com](http://www.cpksurvey.com) for  
official rules.

\*\*\*\*\*  
You can also share feedback or ask  
questions by calling 800-91-WECARE  
or visit [cpk.com](http://cpk.com)

Subtotal 38.46  
Tax 3.46  
Total 41.92  
Balance Due \$ 41.92

For your convenience, suggested gratuity  
calculated on total check; after tax,  
before adjustments, offers or discounts.  
15% Tip = 6.29  
18% Tip = 7.55  
20% Tip = 8.38

10/4  
Parking \$10

10/2  
Parking \$10

Shoreline Village  
419 Shoreline Dr  
Long Beach CA 90802

Shoreline Village Parking Lot  
Any comments or concerns call  
562.435.1450

Fee Computer Number:	2
Cashier:	Id #403
Transaction Number:	42122
Entered:	10/04/2015 19:13
Exited:	10/04/2015 21:53
Ticket #43130	Dispenser #13
Lot:	Daily Rate Lot
Area:	Daily Rate Area
Rate:	Daily Rate
Parking Fee:	\$ 10.00
Total Fee:	\$ 10.00
Cash:	\$ 10.00
Total Paid:	\$ 10.00

Thank you for visiting  
Shoreline Village  
Have a nice day

Fee Computer Number:	3
Cashier:	JANETH ID #444
Transaction Number:	330
Entered:	10/02/15 18:19
Exited:	10/02/15 21:33
Ticket #42750	Dispenser #13
Rate:	Shoreline Village
Total Fee:	\$10.00
Cash:	\$10.00

Thank you see you again.

10/4

Parking \$30.00

10/5

**\$10.00** CLAIM CHECK RECEIPT FOR *10/4*  
EVENT PARKING - AUTOMOBILE  
**192782**

**THIS CONTRACT LIMITS OUR LIABILITY-READ IT!**  
This ticket licenses the holder to park one automobile in this area. The management hereby declares itself not responsible for and assumes no liability arising from fire, theft, damage to or loss of the automobile or any article left therein. Only a license of space is granted hereby and no bailment is created. Acceptance of this ticket constitutes acknowledgement by holder that he has read and agrees to the provisions of the foregoing contract.

**Park and Lock Your Own Car**  
**NO OUT AND IN - NO REFUNDS**  
NO ATTENDANT AFTER CLOSING



300 E. Ocean Blvd., Long Beach, CA 90802



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**\$10.00** CLAIM CHECK RECEIPT FOR *10/5*  
EVENT PARKING - AUTOMOBILE  
**193006**

**THIS CONTRACT LIMITS OUR LIABILITY-READ IT!**  
This ticket licenses the holder to park one automobile in this area. The management hereby declares itself not responsible for and assumes no liability arising from fire, theft, damage to or loss of the automobile or any article left therein. Only a license of space is granted hereby and no bailment is created. Acceptance of this ticket constitutes acknowledgement by holder that he has read and agrees to the provisions of the foregoing contract.

**Park and Lock Your Own Car**  
**NO OUT AND IN - NO REFUNDS**  
NO ATTENDANT AFTER CLOSING



300 E. Ocean Blvd., Long Beach, CA 90802



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10/6

**\$10.00** CLAIM CHECK RECEIPT FOR *10/6*  
EVENT PARKING - AUTOMOBILE  
**193038**

**THIS CONTRACT LIMITS OUR LIABILITY-READ IT!**  
This ticket licenses the holder to park one automobile in this area. The management hereby declares itself not responsible for and assumes no liability arising from fire, theft, damage to or loss of the automobile or any article left therein. Only a license of space is granted hereby and no bailment is created. Acceptance of this ticket constitutes acknowledgement by holder that he has read and agrees to the provisions of the foregoing contract.

**Park and Lock Your Own Car**  
**NO OUT AND IN - NO REFUNDS**  
NO ATTENDANT AFTER CLOSING



300 E. Ocean Blvd., Long Beach, CA 90802



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As of September 03, 2015

**2015 ACI-NA ANNUAL CONFERENCE AND EXHIBITION**  
October 4-7, 2015  
Long Beach, CA

**PRELIMINARY SCHEDULE OF EVENTS (schedule subject to change at any time)**

*Please note: All events will be held at the Long Beach Convention Center unless otherwise noted.*

**Friday, October 2, 2015**

- 8:00 am – 4:30 pm** Environmental Affairs Canadian Caucus Meeting  
*Room: 201A*
- 2:00 pm – 5:00 pm** ACI-NA Executive Committee Meeting (*Executive Committee members only*)  
*Room: 202C*
- 6:00 pm** ACI-NA Executive Committee Dinner (*Executive Committee members only*)

**Saturday, October 3, 2015**

- 7:30 am – 6:30 pm** Registration  
*Exhibit Lobby*
- 7:30 am – 8:00 pm** LGB Welcome Desk  
*Exhibit Lobby*
- 8:00 am – 11:45 am** U.S. Policy Board Meeting (*Invite only*)  
*Room: 202A*
- 8:00 am – 12:00 pm** Environmental Affairs Canadian Caucus Meeting  
*Room: 201A*
- 8:00 am – 8:00 pm** Exhibition Hall Move-In  
*Exhibit Hall A/B*
- 8:30 am – 12:00 pm** Operations & Technical Affairs Informal Working Group Roundtable Sessions  
*See committee agendas for location details*
- 8:30 am – 12:00 pm** Environmental Affairs Informal Working Group Roundtable Sessions  
*See committee agendas for location details*
- 8:30 am – 12:00 pm** Business Information Technology Informal Airport Roundtable Sessions  
*Room: 101A*
- 9:00 am – 12:00 pm** Legal Affairs Steering Group Meeting  
*Room: 202C*
- 12:00 pm – 1:30 pm** ACI-NA Committee Chairs & ACI-NA Board Luncheon (*Invite only*)  
*Room: 202B*
- 12:00 pm – 1:30 pm** ACRP Green Infrastructure Project Focus Group Meeting  
*Room: 103A*
- 1:15 pm – 5:30 pm** Legal Affairs Committee Workshop  
*Room: 101B*
- 1:15 pm – 5:30 pm** Business Information Technology Committee Workshop  
*Room: 101A*
- 1:15 pm – 5:00 pm** Operations & Technical Affairs Committee Workshop  
*Room: 103B*
- 1:15 pm – 4:30 pm** Environmental Affairs Committee Workshop  
*Room: 102B*

Room: 204 Hear from the FAA on how to set overall DBE and ACDBE three-year goals including project goals, goal accountability reports and how to make adjustments throughout the three-year cycle. Also learn more about good faith efforts and when they apply.

**10:15 am – 10:45 am AM Break**

Promenade 100 and 200 Foyers

**10:00 am – 12:00 pm Commercial Management Steering Group Meeting (Invite only)**

Room: 103A

**10:30 am – 12:00 pm Commissioners Committee Meeting**

Room: 201A

**12:00 pm – 1:00 pm Lunch**

Room: Promenade Ballroom A/B

**12:00 pm – 1:00 pm Canadian Closed Board Meeting (Open to Board Members Only)**

Room: 102C

**12:00 pm – 1:00 pm Exec-2-Exec Committee (Airport and WBP/Associates Board Executive Committee members only)**

Room: 102A

**1:00 pm – 3:00 pm Medium Hub Caucus Meeting (Invite only)**

Room: 103A

**1:00 pm – 3:00 pm Large Hub Caucus Meeting (Invite only)**

Room: 201B

**1:00 pm – 4:00 pm Small Airports Committee Meeting**

Room: 201A

**1:00 pm – 5:00 pm Air Cargo Committee Meeting**

Room: 102C

**1:15 pm – 5:00 pm Canadian Open Board & Membership Meeting (Open to all CAC members & Chairs)**

Room: 204

**2:00 pm – 5:00 pm Business Diversity Committee Meeting**

Room: 102A

**2:30 pm – 3:00 pm PM Break**

Promenade 100 and 200 Foyers

**3:00 pm – 4:00 pm U.S. Government Affairs Committee Meeting**

Room: 103A

**3:00 pm – 5:30 pm Press Office Open**

Room: 103C

**4:00 pm – 4:30 pm Exhibitor Briefing (in Exhibit Hall)**

Exhibit Hall A/B Classroom

**5:00 pm – 7:00 pm Exhibition Hall Grand Opening (Reception in Exhibit Hall)**

Exhibit Hall A/B

**Monday, October 5, 2015**

**6:00 am – 7:00 am ACI-NA 3rd Annual Fun Run (Advanced sign-up required/light refreshments provided afterwards at finish line)**

**7:00 am – 5:00 pm Press Office Open (Closed from 2:45 – 3:30 pm for Press Briefing)**

Room: 103C

**7:00 am – 7:00 pm Registration**

Exhibit Lobby

Boeing and Airbus will be on hand to discuss their current and future product lines, including the plans for the A350, B787, B747-8, B777 and A380. Find out what upcoming aircraft variants may mean for your airport facilities and air service opportunities.

**Moderator:** Howard Eng, President & CEO, Greater Toronto Airports Authority

**Speakers:** Daniel Cohen-Nir, Senior Airport Director, Airport Programs and Environmental Affairs  
Karen Dix-Colony, Lead Airport Engineer, The Boeing Company

**2:40 pm – 3:00 pm Solutions Showcase:**  
*Exhibit Hall A/B Solutions Showcase 1*

**2:45 pm – 3:30 pm Press Briefing**  
*Exhibit Hall A/B Classroom*

**3:00 pm – 3:15 pm PM Break**  
*Promenade Ballroom Foyer*

**3:15 pm – 4:15 pm Concurrent Education Sessions:**  
*Room: 104A*

**4A.**

**Let's Get Real About Airport Real Estate Development**

Does your airport have office buildings, warehouses, hotels or even a mall? What is the real estate development strategy for your airport? Many airports have vacant land and use innovative development ideas to help enhance non-aeronautical revenue. Airports are continuing to identify innovative ways to generate revenue with their assets and advocating for the commercial development of land not suitable or available for aeronautical activity. Hear from your peers and experts in the field on the latest innovative developments.

**Moderator:** Rhonda Hamm-Niebruegge, Director of Airports, Lambert-St. Louis International Airport

**Speakers:** Myron Keehn, Vice President of Commercial Development, Edmonton International Airport  
Thomas Eitler, Vice President, Advisory Services, Urban Land Institute  
Marsha Stone, Senior Director- Commercial Enterprise, Indianapolis Airport Authority

*Room: 104B*

**4B.**

**Making the Connection Personal**

The ability to connect via mobile with virtually every traveller at every stage of the journey creates an unprecedented opportunity for airports to deliver a continually personalized and more relevant experience. In 2015, the SITA Passenger IT Trends Survey reported that 83% of passengers are carrying a smartphone and the penetration for mobile boarding passes is expected to double in the next 12 months. By the end of the session, you will hear from the experts on cutting edge technologies and the ever changing wave of innovation to allow you to succeed.

**Moderator:** Joyce Carter, President and Chief Executive Officer, Halifax International Airport Authority

**Speakers:** Maurice Jenkins, Division Director for Information Systems, Miami International Airport  
Ron Reed, Director Airport Strategy, SITA  
Antoine Rostworowski, Director of Facilitation and IT, ACI World

*Room: 104C*

**4C.**

**Best Practices for Avoiding and Minimizing Bid Protests**

Bid protesting is an issue that cuts across many different kinds of procurement, from concessions to professional services to construction, and can easily derail the procurement process.

**Tuesday, October 6, 2015**

**7:00 am – 5:45 pm**     **Registration**  
*Exhibit Lobby*

**7:00 am – 6:30 pm**     **LGB Welcome Desk**  
*Exhibit Lobby*

**7:00 am – 4:30 pm**     **Press Office Open**  
*Room: 103C*

**7:30 am – 9:00 am**     **World Business Partner/Associate Member and Airport Director Roundtable Breakfast**  
*Room: 103 A/B*  
*(Open to all AC-NA WBP/Associate members & ACI-NA member airport directors)*

An interactive question and answer session with Airport Directors who will discuss their challenges and opportunities for securing airports effectively in an ever-changing environment. Questions will focus on the facility issues that affect security, technology changes and human resource situations that keep them up at night and active during the day. Regulator influences from both the US and Canadian perspective will be a part of this discussion as well.

**Moderator:**     Lorena de Rodriguez

**Speakers:**     Bryant L. Francis, Director, Long Beach Airport  
Candace S. McGraw, Chief Executive Officer, Cincinnati/Northern Kentucky Intl. Airport  
Sam Samaddar, Airport Director, Kelowna International Airport

**8:00 am – 9:00 am**     **Continental Breakfast**  
*Promenade Ballroom Foyer*

**9:00 am – 10:00 am**     **General Session II**  
*Grand Ballroom*  
**Speaker:**     Marshal Cohen, Chief Industry Analyst, The NPD Group, Inc

**10:00 am – 10:30 am**     **ACI-NA Downes Award Presentation**  
*Grand Ballroom*

**10:30 am – 3:00 pm**     **Exhibition Hall Open** *(Lunch Served in Exhibit Hall from 11:30 am – 1:30 pm)*  
*Exhibit Hall A/B*

**10:30 am – 11:00 am**     **Airport Membership Meeting in Exhibit Hall** *(ACI-NA Airport Official Representatives only)*  
*Exhibit Hall A/B Classroom*

**11:00 am – 11:15 am**     **ACI World General Assembly Meeting in Exhibit Hall** *(invite only)*  
*Exhibit Hall A/B Classroom*

**11:00 am – 11:20 am**     **Solutions Showcase**  
*Exhibit Hall A/B Solutions Showcase 1*

**11:25 am – 11:45 am**     **Solutions Showcase:**  
*Exhibit Hall A/B Solutions Showcase 2*

**11:50 am – 12:10 pm**     **Solutions Showcase:**  
*Exhibit Hall A/B Solutions Showcase 1*

**12:15 pm – 12:35 pm**     **Solutions Showcase:**  
*Exhibit Hall A/B Solutions Showcase 2*

**12:40 pm – 1:00 pm**     **Solutions Showcase:**  
*Exhibit Hall A/B Solutions Showcase 1*

**1:15 pm – 2:00 pm**     **Exhibit Hall Classroom Education Session:**  
*Exhibit Hall A/B Classroom*

**6A.                    Building a Sustainable Workforce – Talent Farming versus Talent Hunting**

**Moderator:** John Gibson, President and CEO, Prince George Airport Authority

**Speakers:** Laureen Kinney, Assistant Deputy Minister, Safety & Security, Transport Canada

**5:30 pm – 6:15 pm**

*Room: 104B*

**Chairman's Handoff Reception to include:**

*ACI-NA Chairman remarks and toast*

*Gavel toss and ACI-NA Incoming Chairwoman's remarks*

*2015 North America AMPAP recognition*

*2015-2016 Host Airport hand-off*

**7:30 pm – 10:00 pm**

*Pacific Ballroom*

**Closing Night Event**

**Wednesday, October 7, 2015**

**8:00 am – 10:00 am** Airport Tour

long beach airport

where the going is easy®

Dear Past ACI-NA Annual Conference Attendees:

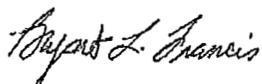
The 2015 ACI-NA Annual Conference & Exhibition is just around the corner. On behalf of the team at Long Beach Airport as the 2015 host airport, we look forward to welcoming you to Long Beach, CA during the period of October 4 – 7. Building off the great success of last year's conference in Atlanta, we are excited to announce that registration is now open at [www.annual.aci-na.org](http://www.annual.aci-na.org).

As a past conference attendee, you know the ACI-NA Annual Conference & Exhibition is the premier event for the leadership of North America's airports. In addition to unparalleled networking opportunities, the conference will provide attendees the chance to explore the latest trends in airport management and operations through interactive programming and the award-winning exhibition hall. In fact, the ACI-NA Annual Conference & Exhibition was recently named one of the fastest growing industry trade shows in the country by Trade Show Executive.

At the 2014 Annual Conference & Exhibition in Atlanta, ACI-NA launched the North American Airport Trading Card Series. The trading cards enable airports to share their dynamic stories in a personalized, but collaborative way. Since the launch in Atlanta, more than 35 airports have joined the program. I wanted to share the Long Beach Airport trading card to add to your growing collection. You will find our card with this letter.

Plan now to connect with airport leaders and industry professionals. Early bird registration, available at [www.annual.aci-na.org](http://www.annual.aci-na.org), ends September 10, 2015, so register soon to save.

I look forward to seeing you in Long Beach!



Bryant L. Francis, C.M.  
Director, Long Beach Airport



**ACI-NA  
Annual Conference  
& Exhibition**  
October 4-7  
Long Beach, CA



**ACI-NA**  
Annual Conference  
& Exhibition  
October 4-7  
Long Beach, CA

# 2015 ACI-NA Annual Conference & Exhibition

## Long Beach, CA • October 4 - 7

### Speaker Form

SPEAKER INFORMATION

FULL NAME MR/MS: Bret Lobner

TITLE: General Counsel

ORGANIZATION/COMPANY: San Diego County Regional Airport Authority

SESSION: Promoting Inclusiveness in airport procurement

DATE: October 4, 2015 TIME: 11:00 am to noon

#### BIOGRAPHY

Please provide a short biographical sketch. Your session moderator will use this when preparing introductory remarks. Emphasis should be placed on information about yourself that is pertinent to the subject area you will be addressing.

Please include:

- Key aspects of your current position
- Key experience and education

You may also attach your biographical information on a separate document.

Bret Lobner is General Counsel for the San Diego County Regional Airport Authority which operates San Diego International Airport and functions as the Airport Land Use Commission in San Diego County. Prior to 2003, Bret served as General Counsel for Los Angeles World Airports (LAWA), the operator of Los Angeles International, Ontario International, Van Nuys and Palmdale Airports. For more than 39 years, Bret has represented airports. His practice specializes in airport-airline transactional matters, litigation, the 1st Amendment, ground transportation (of late dealing with Uber and Lyft), the environment, eminent domain, and revenue diversion. A graduate of the University of California at Davis, he received his Juris Doctor (JD) degree from the University of Pacific, McGeorge School of Law, where he was a member of the Pacific Law Review and the Traynor Honor Society. He is admitted to practice in California and before the United States Supreme Court.

AUDIO/VISUAL

#### EQUIPMENT

Please check all appropriate boxes.

LCD Projector	<input type="checkbox"/>
Audio for presentation	<input type="checkbox"/>
Video (i.e. DVD, MPEG, MP4, AVI, WMV)	<input type="checkbox"/>
Please Specify Format _____	<input type="checkbox"/>
I do not require any audio/visual equipment	<input checked="" type="checkbox"/>

#### AUDIO/VISUAL GUIDELINES

- Please provide your presentation to your ACI-NA staff program planner electronically or on a USB flash drive or CD in advance of the conference.
- **All presentations should be compatible with Microsoft Office.**
- Standard equipment provided is: LCD projector, microphone, and podium where appropriate.
- Please Note: requests for additional audio/visual equipment are subject to review and approval. You will be notified in advance if we are unable to fulfill your request.

#### PRESENTATION RELEASE

As a speaker, I agree that Airports Council International-North America (ACI-NA) and its successors, agents and licensees may, on a non-exclusive and royalty-free basis:

- Use my name, photograph and biographical data in connection with my presentation and reproduce, distribute and display my presentation; and
- Reproduce, distribute and display audio and/or video tapes or other reproductions of my presentation, in any media, in any language, including without limitation, use in other kinds of print media and electronic media (such as on-line systems, CD-ROM applications and multimedia products).

The royalty-free license applies to my presentation and any audio or video transcript or reproduction of it, and to all tables, charts and other written or visual material I use as part of, or in support of, my speech.

In case of any copyrighted material, I am the lawful copyright owner of the material or have obtained permission from the copyright owner to grant this license (a copy of written permission is attached). I will be responsible for holding harmless ACI-NA and reimburse it for any damage and expense that may incur because of any claimed or actual copyright infringement of any or all of the described material.

By placing my name in the block below, I certify that the information contained in this form is complete and correct.

SIGNATURE: Bret Lobner

9/23/15