

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, September 17, 2015
9:00 A.M.

San Diego International Airport
Commuter Terminal – Third Floor
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?EntryId=1954>***

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

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

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

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

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

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PRESENTATIONS:

A. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2015:

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

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

STANDING BOARD COMMITTEES

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

ADVISORY COMMITTEES

- **AUTHORITY ADVISORY COMMITTEE:**
Liaison: Robinson (Primary), Boling
- **ART ADVISORY COMMITTEE:**
Committee Member: Gleason

LIAISONS

- **AIRPORT LAND USE COMPATIBILITY PLAN:**
Liaison: Janney
- **CALTRANS:**
Liaison: Berman

INTER-GOVERNMENTAL AFFAIRS:

Liaison: Cox

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

BOARD REPRESENTATIVES (EXTERNAL)

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

CHAIR'S REPORT:

PRESIDENT/CEO'S REPORT:

NON-AGENDA PUBLIC COMMENT:

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

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

CONSENT AGENDA (Items 1-25):

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 July 1, 2015, special meeting and July 23, 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 JUNE 29, 2015 THROUGH AUGUST 23, 2015 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM JUNE 29, 2015 THROUGH AUGUST 23, 2015:

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

(Procurement: Jana Vargas, Director)

4. SEPTEMBER 2015 LEGISLATIVE REPORT:

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2015-0083, approving the September 2015 Legislative Report.

(Inter-Governmental Relations: Michael Kulis, Director)

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

The Board is requested to approve the appointments.

RECOMMENDATION: Adopt Resolution No. 2015-0084, appointing April Boling as Chair and Greg Cox as Vice Chair of the Finance Committee.

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

6. APPOINTMENT OF AUTHORITY ADVISORY COMMITTEE MEMBERS:

The Board is requested to approve the appointments.

RECOMMENDATION: Adopt Resolution No. 2015-0085, approving appointments to the Authority Advisory Committee.

(Inter-Governmental Relations: Michael Kulis, Director)

7. AMEND AUTHORITY POLICY 8.60 - RECORDS RETENTION, AND AUTHORITY POLICY 8.61 – DOCUMENT REPRODUCTION FOR THE PUBLIC:

The Board is requested to amend the policies.

RECOMMENDATION: Adopt Resolution No. 2015-0086, amending Authority Policy 8.60 - Records Retention, and Authority Policy 8.61 – Document Reproduction for the Public.

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

8. GRANT AN ELECTRICAL EASEMENT TO THE CITY OF SAN DIEGO:

The Board is requested to approve an easement.

RECOMMENDATION: Adopt Resolution No. 2015-0087, authorizing the President/CEO to negotiate and execute an electrical easement with the City of San Diego in support of the Terminal Link Road project.

(Finance & Asset Management: Kathy Kiefer, Senior Director)

CLAIMS

9. REJECT THE CLAIM OF WANDA AUSTIN:

The Board is requested to reject a claim.

RECOMMENDATION: Adopt Resolution No. 2015-0088, rejecting the claim of Wanda Austin.

(Legal: Breton Lobner, General Counsel)

10. REJECT THE CLAIM OF JO ANN GONZALES:

The Board is requested to reject a claim.

RECOMMENDATION: Adopt Resolution No. 2015-0089, rejecting the claim of Jo Ann Gonzales.

(Legal: Breton Lobner, General Counsel)

COMMITTEE RECOMMENDATIONS

11. ACCEPT THE UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2015:

The Board is requested to accept the report.

RECOMMENDATION: Accept the report.

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

12. ACCEPT THE AUTHORITY'S INVESTMENT REPORT AS OF JUNE 30, 2015:

The Board is requested accept the report.

RECOMMENDATION: Accept the report.

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

13. REQUIRED COMMUNICATION TO THE AUDIT COMMITTEE ON THE FINANCIAL AND COMPLIANCE AUDIT FOR THE FISCAL YEAR ENDED JUNE 30, 2015:

The Board is requested to receive the information.

RECOMMENDATION: The Audit Committee recommends that the Board receive the information.

(Audit: Mark Burchyett, Chief Auditor)

14. FISCAL YEAR 2015 – ANNUAL REPORT FROM THE AUDIT COMMITTEE:

The Board is requested to accept the report.

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

(Audit: Mark Burchyett, Chief Auditor)

15. FISCAL YEAR 2015 ANNUAL AUDIT ACTIVITIES REPORT FROM THE OFFICE OF THE CHIEF AUDITOR:

The Board is requested to accept the report.

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

(Audit: Mark Burchyett, Chief Auditor)

16. PROPOSED SECOND AMENDMENT TO CORRECT THE DEFINITION OF FINAL COMPENSATION USED FOR CALCULATION OF RETIREMENT BENEFIT IN THE AMENDED AND RESTATED SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY RETIREMENT PLAN AND TRUST OF 2013:

The Board is requested to approve the amendment.

RECOMMENDATION: The Executive Personnel & Compensation Committee recommends that the Board adopt Resolution No. 2015-0090, approving and authorizing the President/CEO to execute a Second Amendment to the Amended and Restated San Diego County Regional Airport Authority Retirement Plan and Trust of 2013.

(Talent & Engagement: Jeffery Lindeman, Senior Director)

CONTRACTS AND AGREEMENTS

17. AWARD AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A CONTRACT TO BALL-NOGUES DESIGN STUDIO, LLC TO DESIGN INTEGRATED ARTWORK FOR THE PARKING PLAZA:

The Board is requested to award a contract.

RECOMMENDATION: The Airport Art Advisory Committee recommends that the Board adopt Resolution No. 2015-0091, awarding and authorizing the President/CEO to execute a Public Artwork Opportunity contract to Ball-Nogues Design Studio, LLC for the commission to design integrated artwork for the Parking Plaza in an amount not to exceed \$900,000.

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

18. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A THIRD AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING WITH THE SAN DIEGO COUNTY MUNICIPAL STORMWATER COPERMITTEES:

The Board is requested to approve an amendment.

RECOMMENDATION: Adopt Resolution No. 2015-0092, approving and authorizing the President/CEO to execute a Third Amendment to the Memorandum of Understanding with the San Diego County Municipal Stormwater Copermittees.

(Environmental Affairs: Paul Manasjan, Director)

19. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A FIRST AMENDMENT TO THREE ON-CALL MATERIAL TESTING, SPECIAL INSPECTION AND GEOTECHNICAL SERVICES AGREEMENTS:

The Board is requested to approve the amendments.

RECOMMENDATION: Adopt Resolution No. 2015-0093, approving and authorizing the President/CEO to exercise the option to execute a First Amendment to the agreement with AMEC Foster Wheeler Environmental and Infrastructure, Inc., to exercise the option to extend the term of the agreement by one year to expire on October 15, 2016, to provide on-call material testing, special inspection, and geotechnical services for Capital Improvement projects.

Adopt Resolution No. 2015-0094, approving and authorizing the President/CEO to execute a First Amendment to the agreement with Kleinfelder, Inc., to exercise the option to extend the term of the agreement by one year to expire on October 15, 2016, to provide on-call material testing, special inspection, and geotechnical services for Capital Improvement projects.

Adopt Resolution No. 2015-0095, approving and authorizing the President/CEO to execute a First Amendment to the agreement with Ninyo & Moore Geotechnical & Environmental Sciences Consultants, to exercise the option to extend the term of the agreement by one year to expire on October 15, 2016, to provide on-call material testing, special inspection, and geotechnical services for Capital Improvement projects.

(Facilities Development: Iraj Ghaemi, Director)

20. AWARD A CONTRACT TO SIGN AGE IDENTITY SYSTEMS, INC., FOR TERMINAL PARKING WAYFINDING SIGNAGE AT SAN DIEGO INTERNATIONAL AIRPORT:

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2015-0096, awarding a contract to Sign Age Identity Systems, Inc., in an amount of \$287,986 for Project No. 104168B, Terminal Parking Wayfinding Signage at San Diego International Airport.

(Facilities Development: Iraj Ghaemi, Director)

21. AWARD A CONTRACT TO BC RENTALS, DBA, BC TRAFFIC SPECIALIST FOR RENTAL CAR CENTER (RCC) WAYFINDING SIGNAGE – CALTRANS AT SAN DIEGO INTERNATIONAL AIRPORT:

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2015-0097, awarding a contract to BC Rentals, dba, BC Traffic Specialist, in the amount of \$137,855.59 for Project No. 104168C-2, Rental Car Center (RCC) Wayfinding Signage – Caltrans at San Diego International Airport.

(Facilities Development: Iraj Ghaemi, Director)

22. AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A LETTER OF AGREEMENT WITH APPLE, INC.:

The Board is requested to authorize a Letter of Agreement.

RECOMMENDATION: Adopt Resolution No. 2015-0098, approving and authorizing the President/CEO to execute a Letter of Agreement with Apple, Inc., permitting use of the Airport's public map information.

(Information & Technology Services: Rick Belliotti, Director)

23. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE AGREEMENT WITH GATZKE DILLON & BALANCE LLP:

The Board is requested to authorize an amendment.

RECOMMENDATION: Adopt Resolution No. 2015-0099, approving and authorizing the President/CEO to execute a Second Amendment to the Agreement with Gatzke Dillon & Ballance LLP for Professional Legal Services increasing the not-to-exceed amount by \$300,000 for a total not-to-exceed amount of \$600,000 and extending the term for one year.

(Legal: Breton Lobner, General Counsel)

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

24. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN ON-CALL ARCHITECTURAL AND ENGINEERING CONSULTING SERVICES AGREEMENT:

The Board is requested to approve the agreement.

RECOMMENDATION: Adopt Resolution No. 2015-0100, approving and authorizing the President/CEO to execute an On-Call Architectural and Engineering Consulting Services Agreement with AB Engineering Inc., in an amount not-to-exceed \$5,000,000, for a term of three years, with the option for two one-year extensions at the sole discretion of the President/CEO in support of the Major Maintenance Program at San Diego International Airport.

(Facilities Management: David LaGuardia, Director)

25. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN ON-CALL AIRSIDE/LANDSIDE ENGINEERING CONSULTANT SERVICES AGREEMENT:

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2015-0101, approving and authorizing the President/CEO to execute an On-Call Airside/Landside Engineering Consultant Services Agreement with Atkins North America, Inc., for a term of three years, with the option for two one-year extensions, in an amount not-to-exceed \$5,000,000, in support of the Capital Improvement Program at the San Diego International Airport.

(Facilities Development: Iraj Ghaemi, Director)

PUBLIC HEARINGS:

OLD BUSINESS:

NEW BUSINESS:

26. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT FOR CONTRACT SECURITY SERVICES:

The Board is requested to execute an agreement.

RECOMMENDATION: Adopt Resolution No. 2015-0102, approving and authorizing the President/CEO to execute an agreement with HSS, Inc., for contract security services in an amount not-to-exceed nineteen million dollars (\$19,000,000) for a term of three (3) years, with the option of two (2) one-year extensions at the sole discretion of the President/CEO.

(Airside Operations/Aviation Security & Public Safety: George Condon, Director)

27. AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A DESIGN-BUILD AGREEMENT WITH SWINERTON BUILDERS FOR DESIGN AND CONSTRUCTION; AND TO NEGOTIATE AND EXECUTE WORK AUTHORIZATIONS FOR VALIDATION PHASE SERVICES, ADDITIONAL DESIGN AND EARLY CONSTRUCTION WORK OF THE TERMINAL 2 PARKING PLAZA:

The Board is requested to authorize an agreement.

RECOMMENDATION: Adopt Resolution No. 2015-0103, authorizing the President/CEO to (1) execute a Design-Build Agreement with Swinerton Builders; and (2) negotiate and execute Work Authorizations for validation phase services, additional design and early construction work with Swinerton Builders, in an amount not-to-exceed \$12,000,000, for project No. 104187, "Terminal 2 Parking Plaza" at San Diego International Airport.

(Airport Design & Construction: Bob Bolton, Director)

28. RECEIVE AN UPDATE AND PROVIDE DIRECTION TO STAFF ON THE NORTH HARBOR DRIVE BYPASS ROAD ALTERNATIVES FOR THE AIRPORT DEVELOPMENT PLAN (ADP):

The Board is requested to receive an update and provide direction.

RECOMMENDATION: Receive an update and provide direction.

(Airport Planning: Keith Wilschetz, Director)

CLOSED SESSION:

29. 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.

30. 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

31. 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

32. 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)

33. 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

34. 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.

35. 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

36. 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

37. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:

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

Number of cases: 2

REPORT ON CLOSED SESSION:

NON-AGENDA PUBLIC COMMENT:

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

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

GENERAL COUNSEL REPORT:

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

BOARD COMMENT:

ADJOURNMENT:

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

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

Additional Meeting Information

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

For your convenience, the agenda is also available to you on our website at www.san.org.

For those planning to attend the Board meeting, parking is available in the public parking lot located directly in front of the Commuter Terminal. Bring your ticket to the third floor receptionist for validation.

You may also reach the Commuter Terminal by using public transit via the San Diego MTS System, Route 992. The MTS bus stop at Terminal 1 is a very short walking distance from the Commuter Terminal. ADA paratransit operations will continue to serve the Commuter Terminal 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>
October 15	Thursday	9:00 a.m.	Regular	Board Room
November 19	Thursday	9:00 a.m.	Regular	Board Room

Review of the Unaudited Financial Statements for the Year Ended June 30, 2015



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

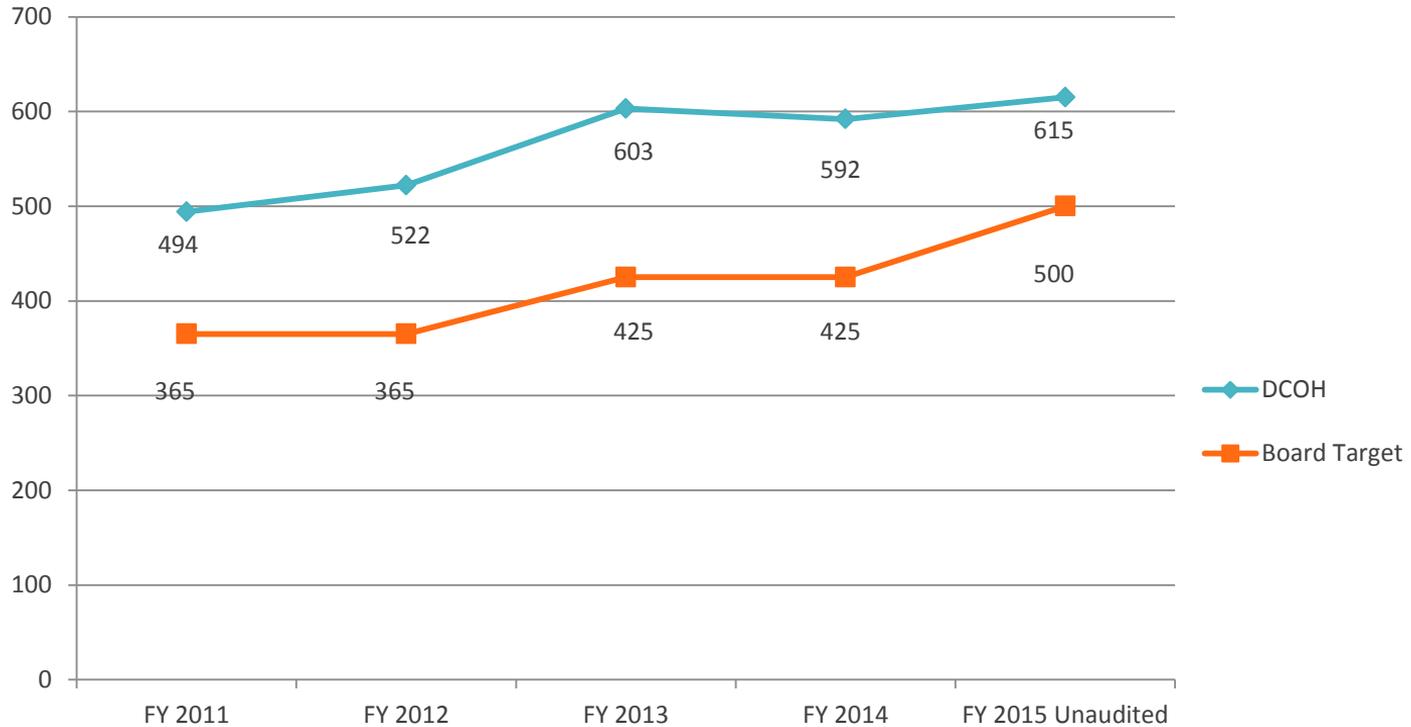
September 17, 2015



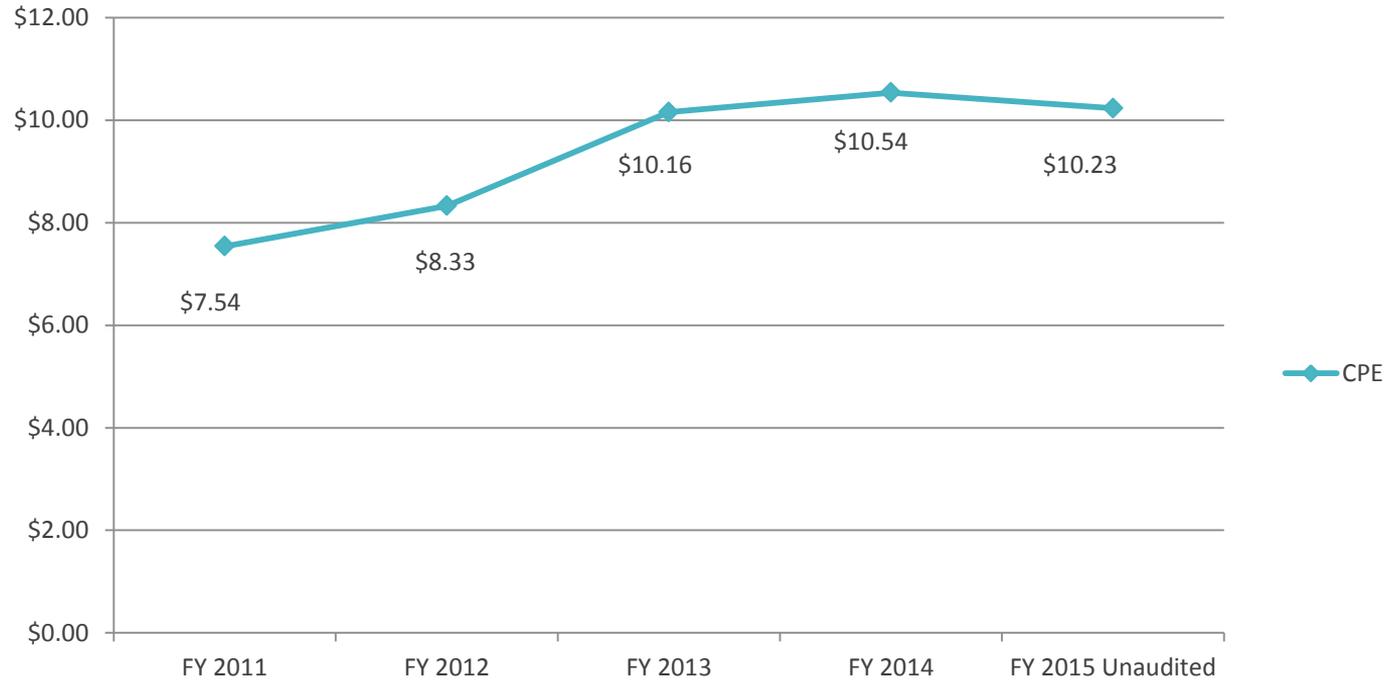
Key Performance Indicators



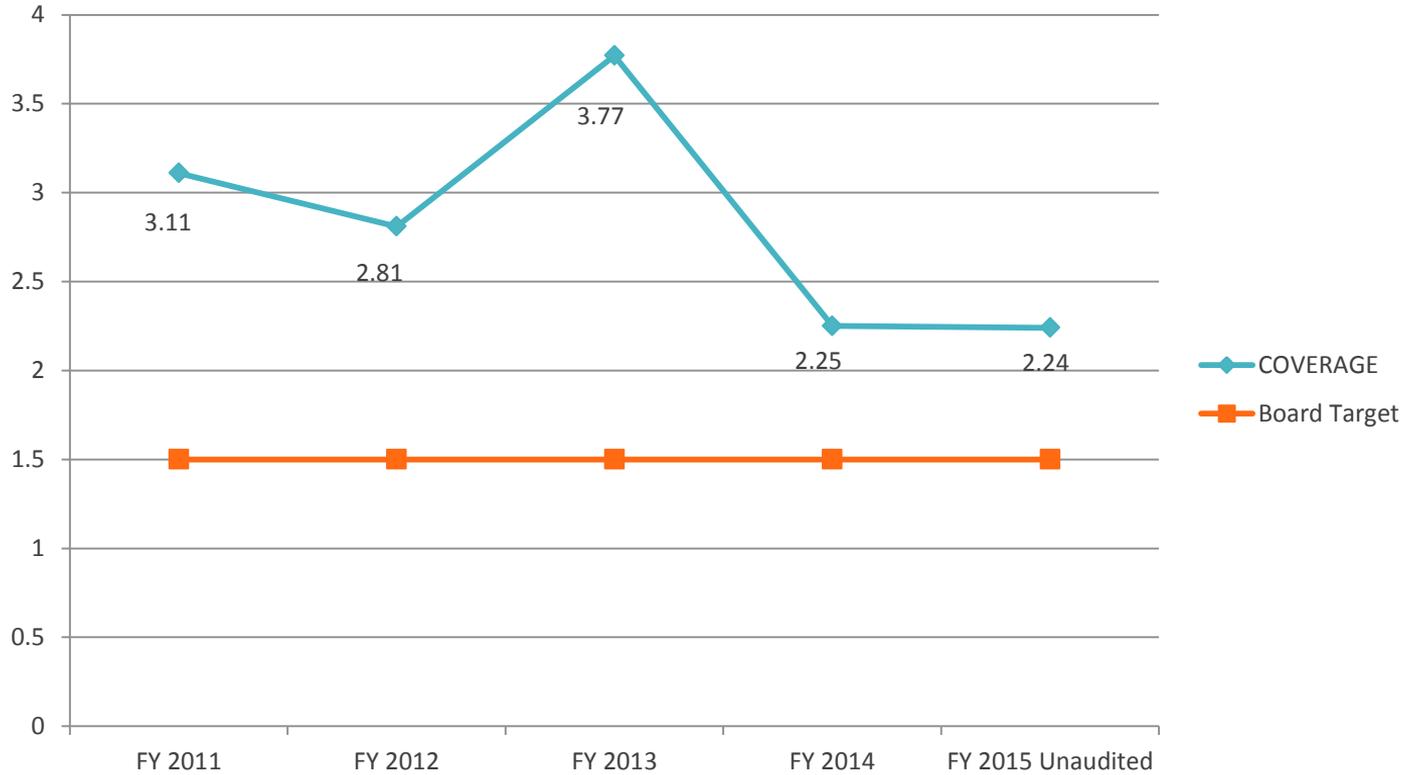
Days Cash On Hand (DCOH)



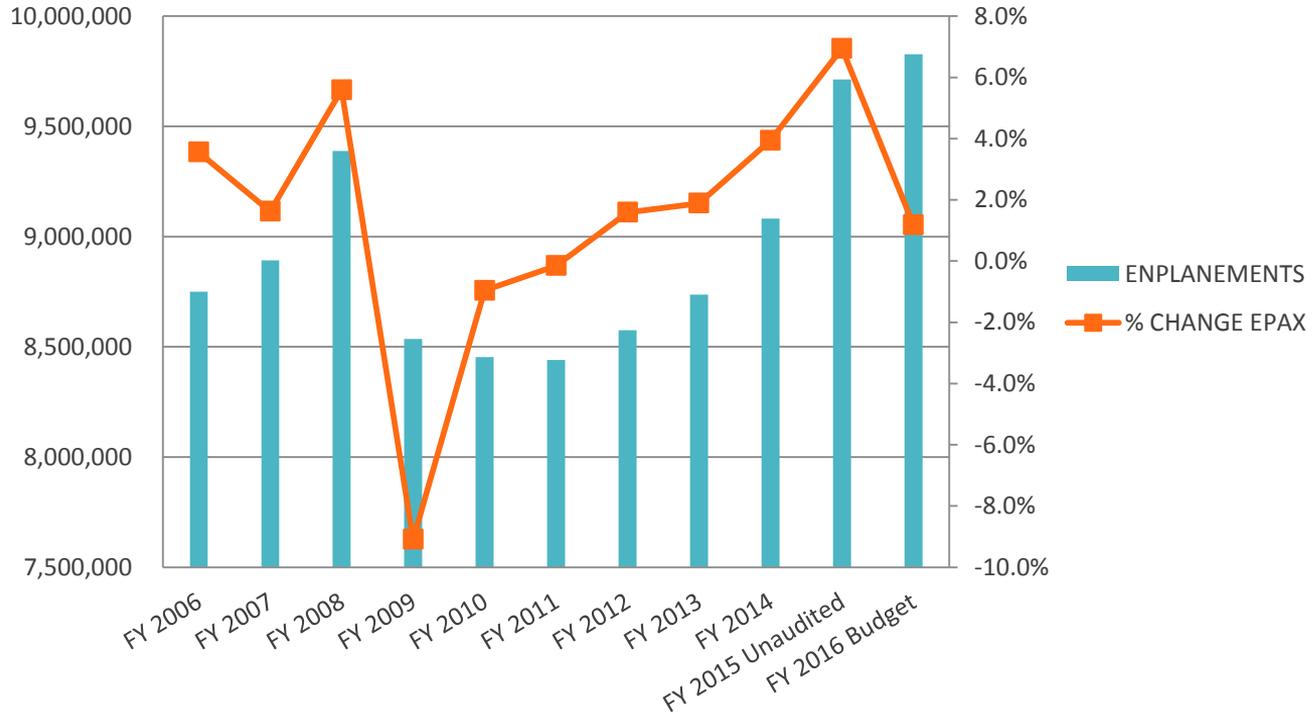
Cost per Enplanement (CPE)



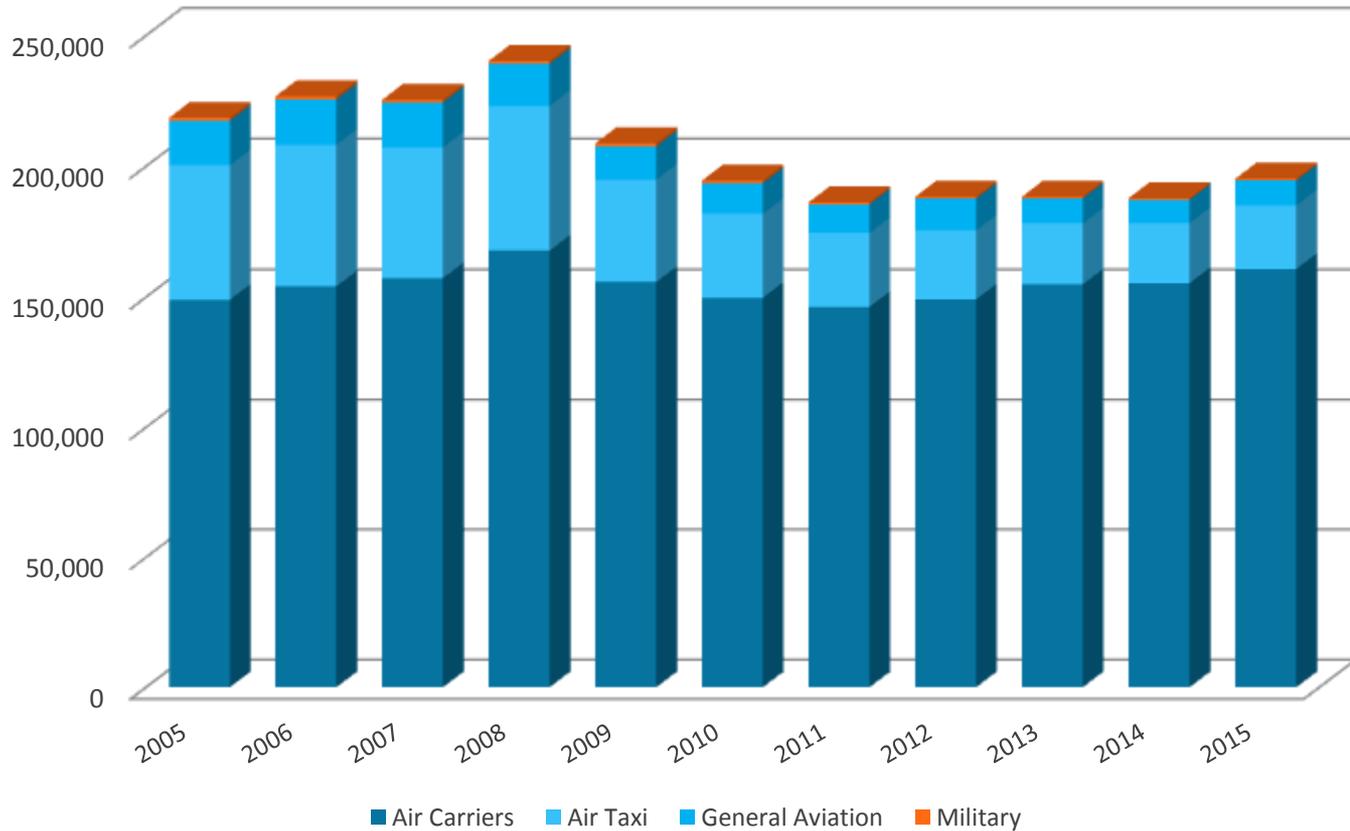
Debt Service Coverage

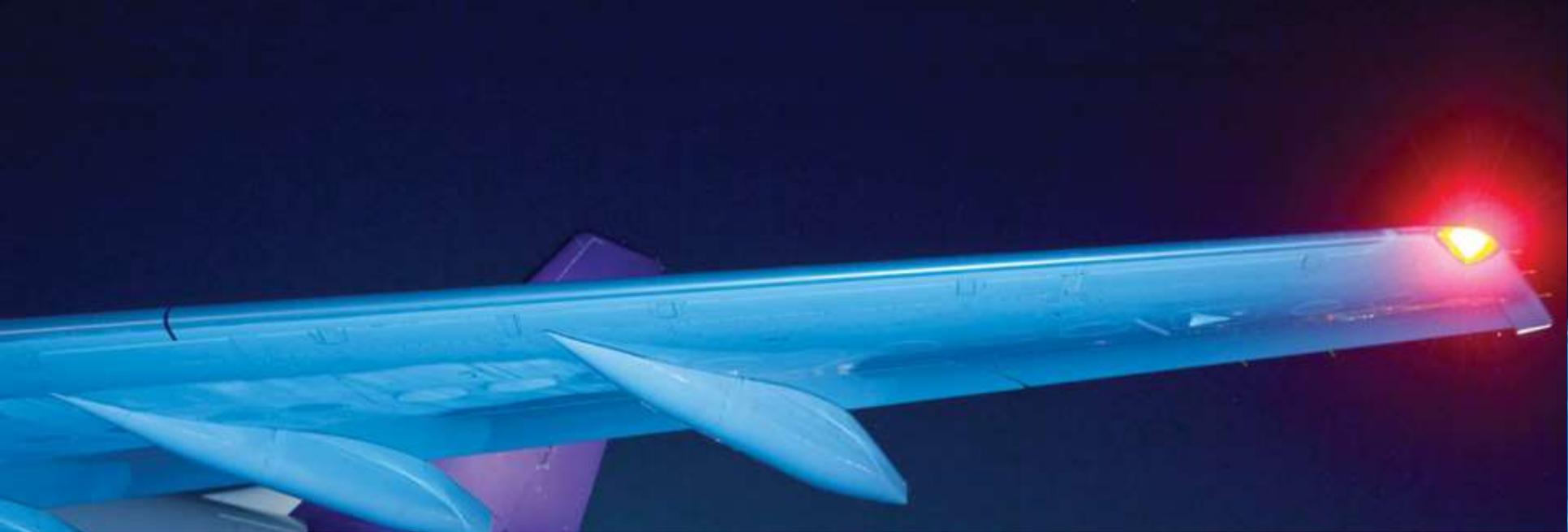


Enplanements



Airport Operations (Takeoffs and Landings)

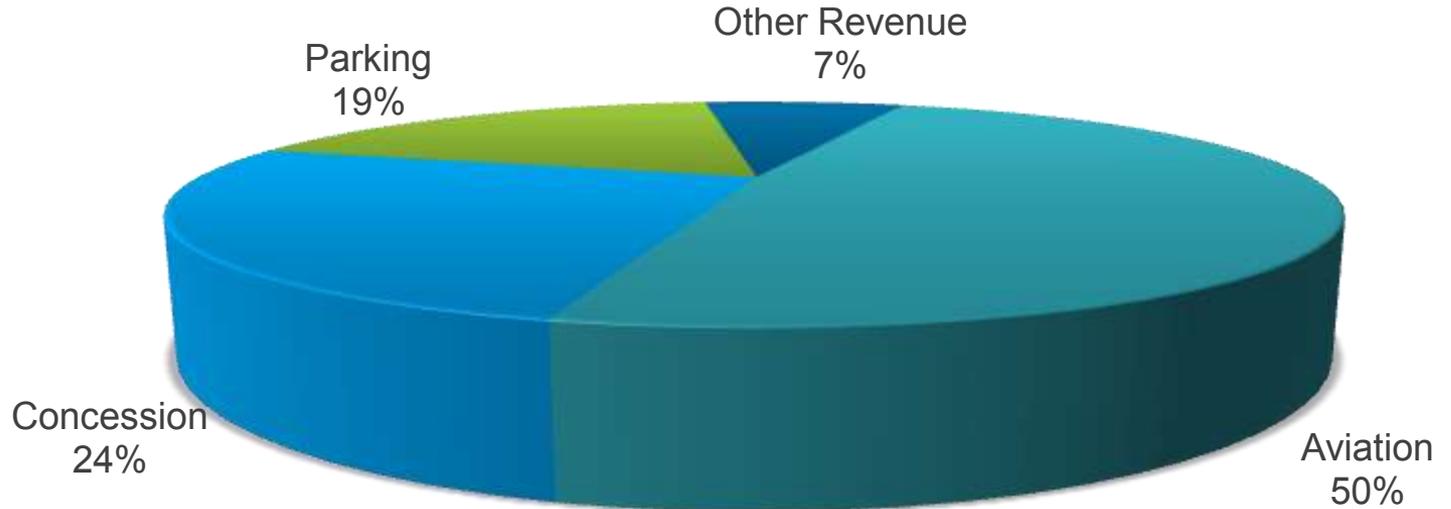




Financial Performance for Year Ended June 30, 2015(Unaudited)

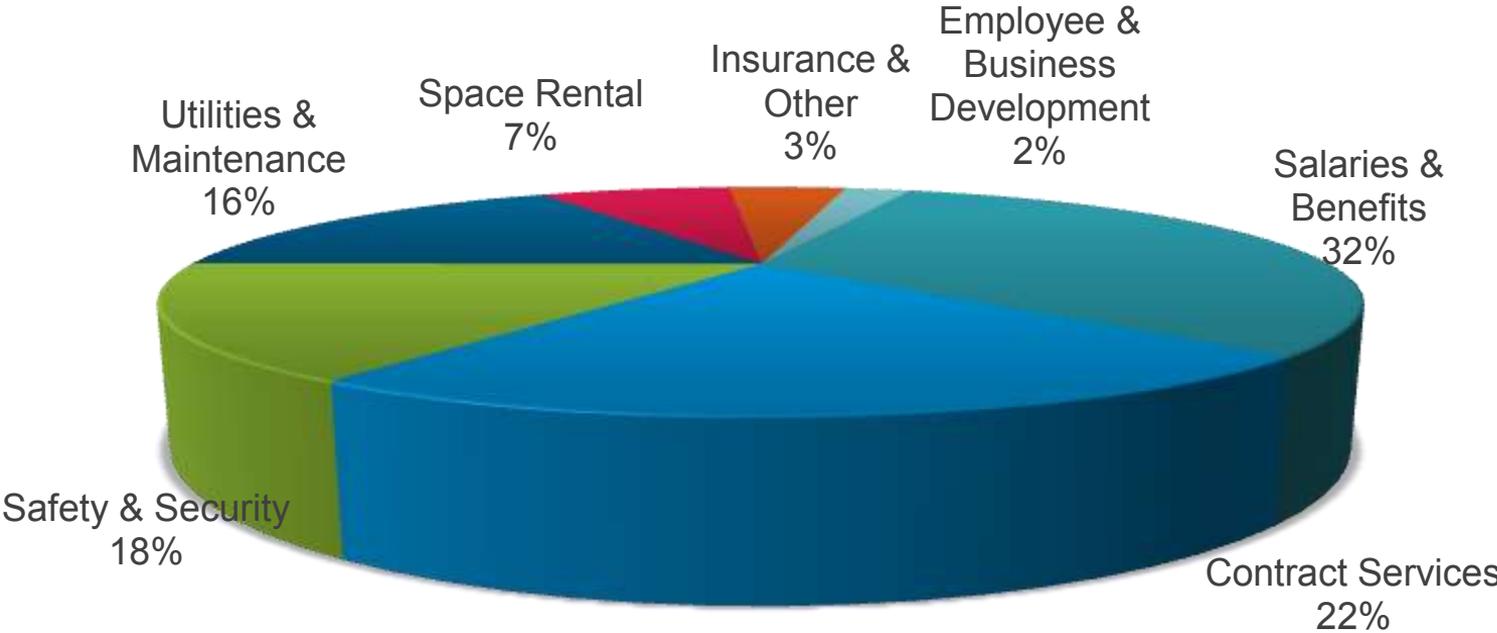
Operating Revenues (Unaudited) Year Ended June 30, 2015

Actual Operating Revenues by Percentage



\$000s	Aviation Revenue	Concession Revenue	Parking Revenue	Other Revenue	Total Revenue
Prior Year	\$ 97,877	\$ 48,928	\$36,424	\$ 12,508	\$ 195,737
Budget	105,687	50,007	38,689	15,025	209,408
Actual	101,951	53,735	38,614	15,782	210,082
Variance	(3,736)	3,728	(75)	757	674

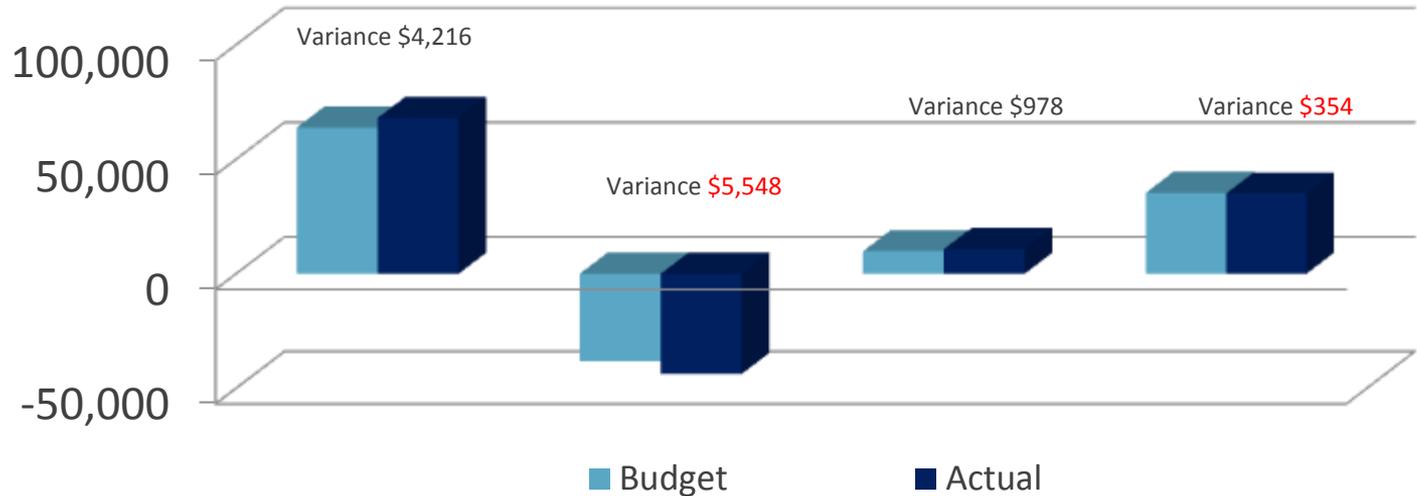
Operating Expenses (Unaudited) Year Ended June 30, 2015



(\$000s)	Salaries & Benefits	Contract Services	Safety & Security	Utilities & Maintenance	Space Rental	Insurance & Other	Employee & Business Dev.	Total Operating Expenses
Prior Year	\$ 39,135	\$ 31,559	\$ 24,151	\$ 22,662	\$ 10,478	\$ 5,003	\$ 3,832	\$ 136,821
Budget	51,744	34,074	25,002	25,643	10,450	5,766	3,914	156,593
Actual	47,166	32,422	23,464	24,687	10,433	6,447	3,603	148,222
Variance	4,578	1,652	1,538	956	17	(681)	311	8,371

Non-operating Revenue & Expenses (Unaudited)

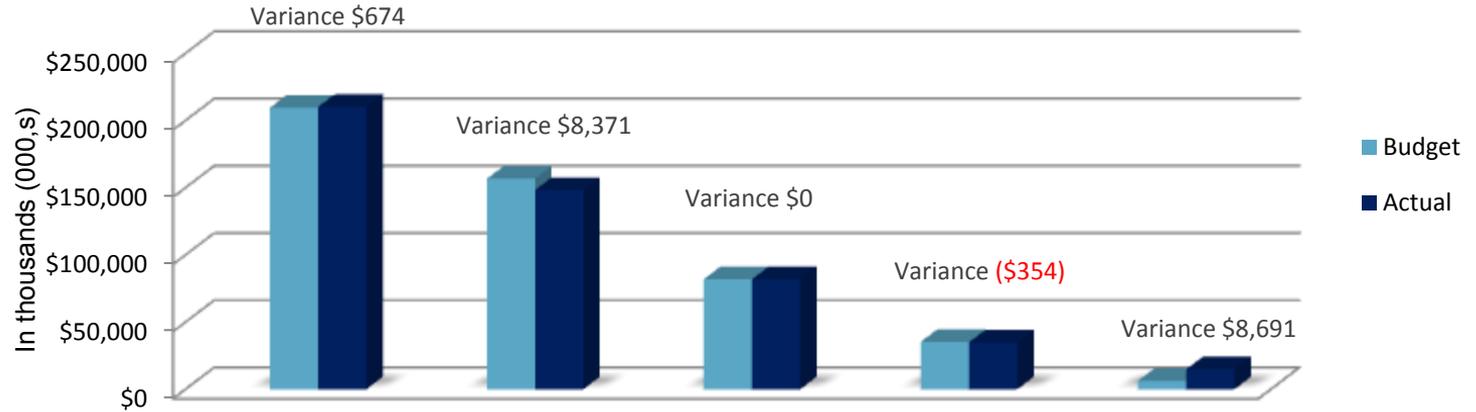
For Year Ended June 30, 2015



(\$000s)	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)
Prior Year	\$ 60,413	\$ (41,702)	\$ 3,924	\$ 22,635
Budget	63,814	(38,300)	9,787	35,301
Actual	68,030	(43,848)	10,765	34,947
Variance	4,216	(5,548)	978	(354)

Financial Summary

Year Ended June 30, 2015 (unaudited)

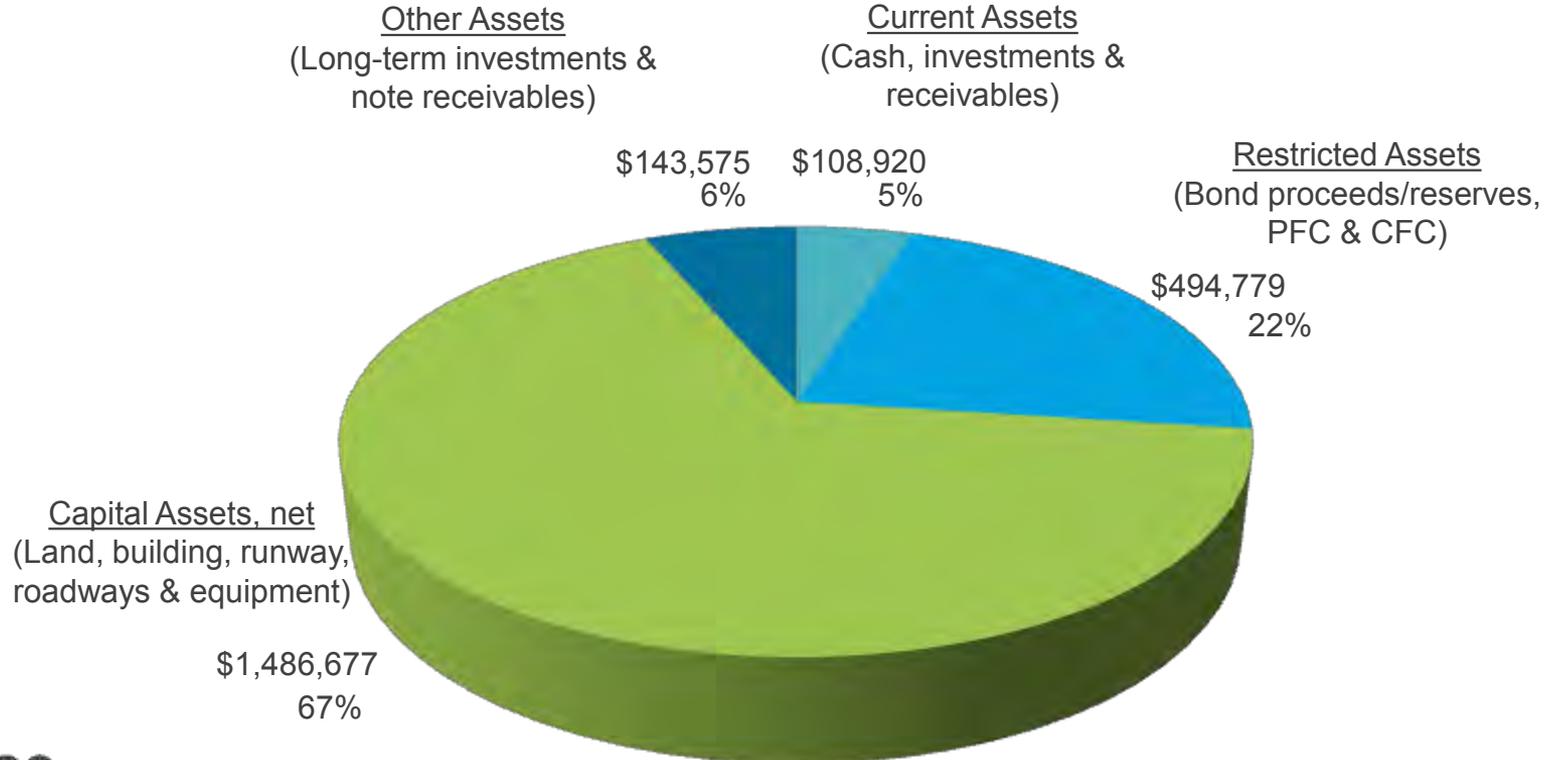


	Total operating revenues	Total operating expenses	Depreciation	Total non-operating revenues, (net)	Net Position
(\$000s)					
Prior Year	\$ 195,737	\$ 136,821	81,598	\$ 22,635	\$ (47)
Budget	209,408	156,593	81,887	35,301	6,229
Actual	210,082	148,222	81,887	34,947	14,920
Variance	674	8,371	0	(354)	8,691

Statement of Net Position (unaudited) June 30, 2015

Assets (\$000s)

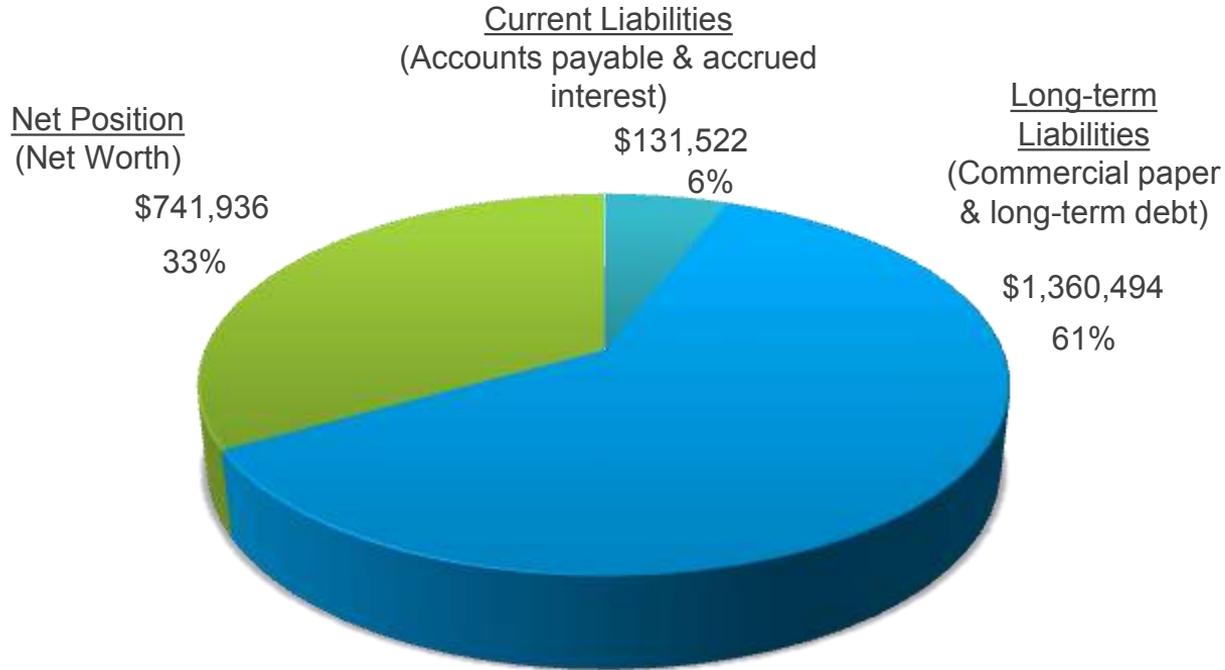
Total: \$2,233,952



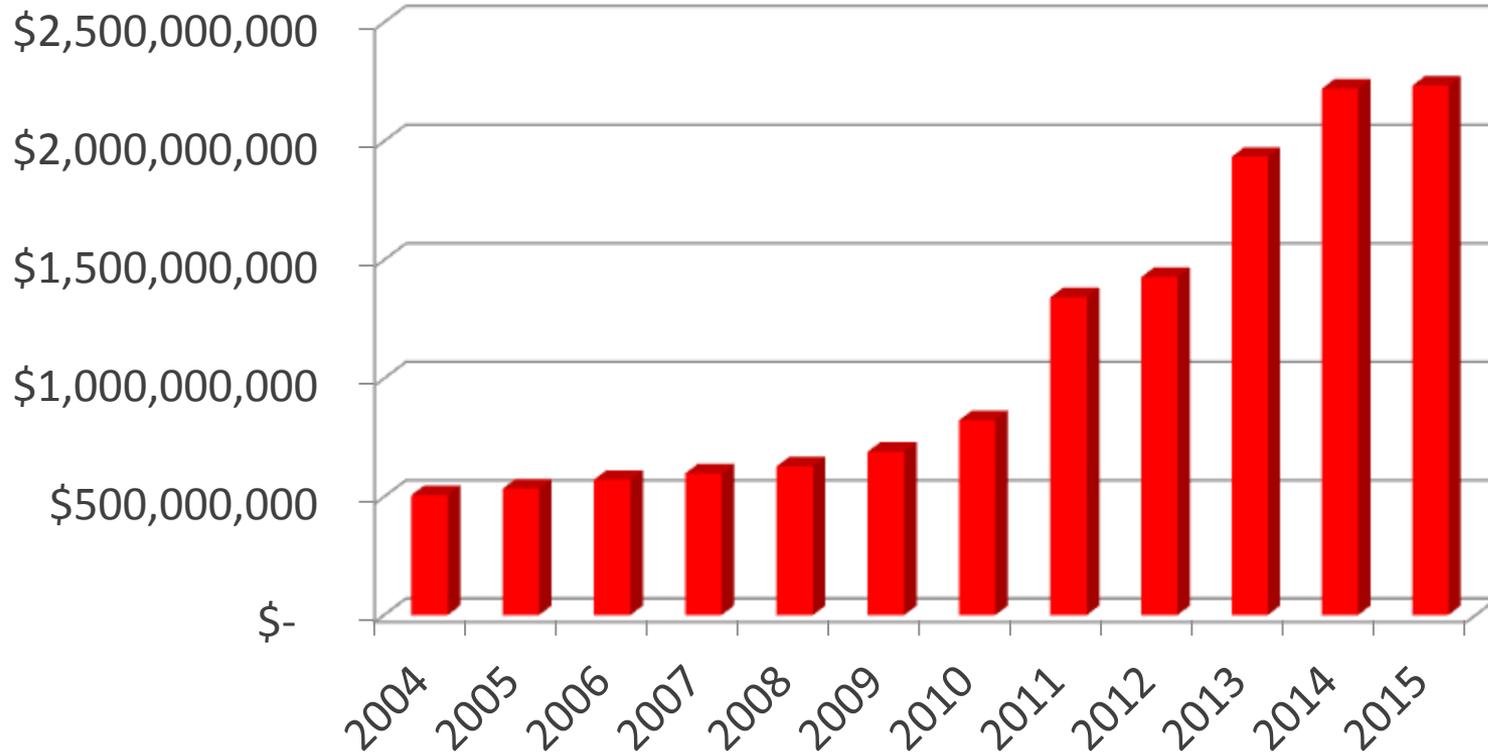
Statement of Net Position (unaudited) June 30, 2015

Liabilities & Net Position (\$000s)

Total: \$2,233,952

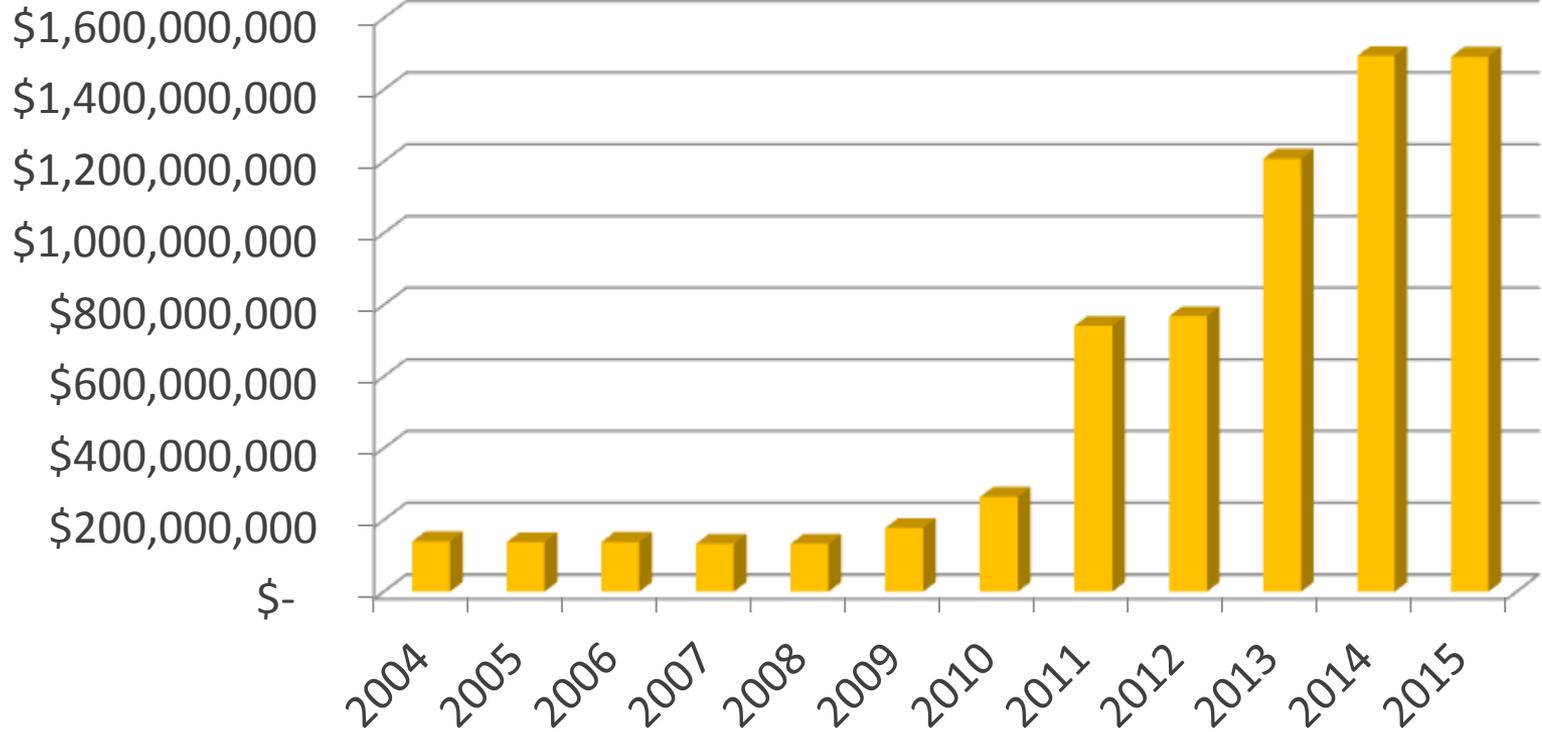


Authority Assets Fiscal Years Ended June 30 *



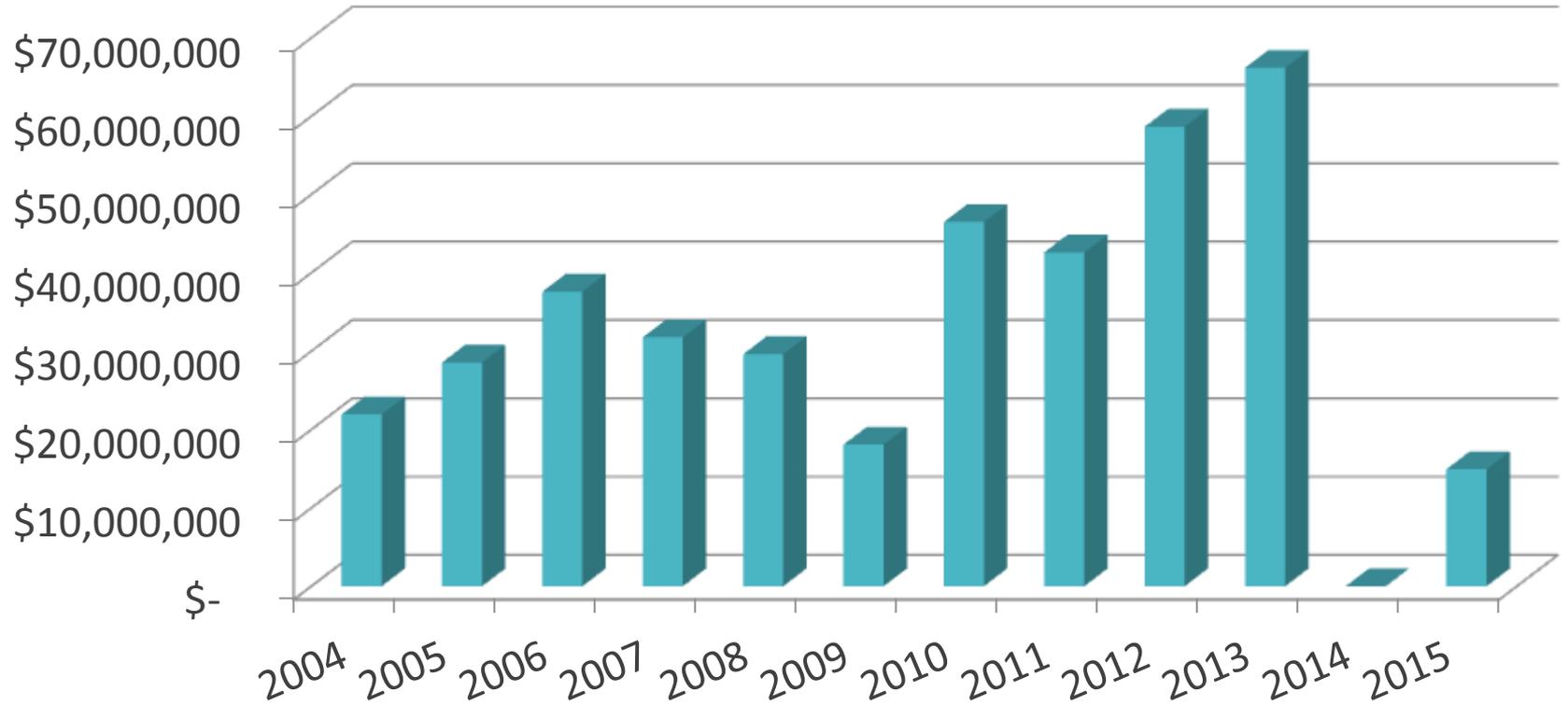
* FY2015 Unaudited

Authority Liability Fiscal Years Ended June 30 *



* FY2015 Unaudited

Change in Authority Net Position Fiscal Years Ended June 30 *



* FY2015 Unaudited



Questions?

DRAFT

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD
MINUTES
WEDNESDAY, JULY 1, 2015
SAN DIEGO INTERNATIONAL AIRPORT
BOARD ROOM**

CALL TO ORDER: Chair Gleason called the special meeting of the San Diego County Regional Airport Authority Board to order at 2:35 p.m. on Wednesday, July 1, 2015, in the Board Room at the San Diego International Airport, Commuter Terminal, 3225 North Harbor Drive, San Diego, CA 92101.

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

ROLL CALL:

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

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

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

NEW BUSINESS:

1. AIRPORT-PERMITTED COMMERCIAL VEHICLE DRIVER PERMIT REQUIREMENTS:

David Boenitz, Director, Ground Transportation, provided a presentation on Airport-Permitted Commercial Vehicle Driver Permit Requirements, which included Background Checks, Disqualifying Offenses, Comparisons, Authority Code Changes, and Recommendations.

In response to Board Member Sessom's question regarding the recent Labor Commission finding that TNC drivers are employees, Amy Gonzalez, Senior Director, General Counsel, stated that it is her understanding that the ruling is being appealed. Ms. Sessom requested that the Board be kept updated.

Board Member Hubbs expressed concern with not having a finger printing requirement and stated that additional things can be caught in the finger printing background check process.

Board Member Alvarez disclosed ex-parte communications with Lyft representatives.

Board Member Janney disclosed ex-parte communications with Lyft representatives.

Chair Gleason disclosed ex-parte communications with Lyft representatives.

ALFRED BANKS, SAN DIEGO, provided a handout for the Board, and expressed concerns with taxicab trip fees and requested that they be placed on the meter.

Chair Gleason stated that this issue is not on the Agenda and referred the matter to staff.

CHRISTOPHER BALLARD, SAN DIEGO, expressed concerns regarding TNC's being subject to two different background check criteria, and he suggested modifications to Authority Code 9.13(b).

BAKARI BROCK, SAN FRANCISCO, requested that the Board move forward with staff's recommendation.

SEAN KARAFIN, SAN DIEGO, spoke in support of staff's recommendation.

CARELYN REYNOLDS, expressed concerns about any additional regulations for ground transportation modes, and the need to ensure that if a pilot program is approved by the Board, that it be monitored for how it is working.

ADRIAN KWIATKOWSKI, spoke in support of staff's recommendation to remove some regulations for other ground transportation modes.

ANNE DANIELLS, SAN DIEGO, suggested that the Board look into all liability and safety issues, and the potential for violations associated with Authority Code 9.14(2), *Insurance*, regarding employees versus drivers.

TONY HUESO, SAN DIEGO, expressed concerns that taxis have a lot of hurdles to overcome and accommodations are being made for TNC's. He stated that TNC's should provide the same liability insurance as other ground transportation providers at the Airport.

CAROLINE STEVENS, SAN DIEGO, representing Downtown San Diego partnership, spoke in support staff's recommendation.

In response to Board Member Alvarez' concerns with the offenses that would disqualify an applicant from obtaining a permit in Authority Code 9.13 which are different from the CPUC and the County, Ms. Shafer-Payne stated that all of the listed offenses fit within the five-years or seven-years from conviction. Ms. Gonzalez further clarified that the CPUC decision for convictions is also broad-based, and does not cite specific crimes, which is what the Authority is trying to address in its Code.

Board Member Alvarez expressed concerns with over-regulation and suggested looking at where the differences are between the Authority and the CPUC regulations, and that the Board re-visit this at the end of the pilot program period. He stated that the Authority should be looking at ways to reduce regulations for all ground transportation modes.

Board Member Cox stated that the final decisions be equal for all ground transportation modes.

Chair Gleason requested that the Board receive an update midway through the pilot program.

Thella F. Bowens, President/CEO, stated that staff will continue to look at the regulations during the pilot program, and return to the Board with comprehensive changes that may be identified during the pilot period to streamline the process.

RECOMMENDATION: Adopt Resolution No. 2015-0066, authorizing the President/CEO to determine the required form of background checks for all ground transportation service providers and amending Authority Codes 9.12 – Ground Transportation Service Permits, 9.13 – Driver Permits, 9.14 – Insurance, 9.15 – Vehicle Registration and 9.21 – Vehicle Condition to facilitate issuance of Transportation Network Company Pilot Program Permits.

ACTION: Moved by Board Member Alvarez and seconded by Board Member Sessom to approve staff's recommendation, and requested further discussions regarding the differences between Authority and California Public Utilities Commission (CPUC) regulatory requirements, and directed staff to provide the Board with an update on the Pilot Program in six (6) months. Motion carried by the following vote: YES – Alvarez, Boling, Cox, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – Desmond. (Weighted Vote Points: YES – 88; NO – 0; ABSENT – 12)

ADJOURNMENT: The meeting was adjourned at 3:38 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY BOARD THIS 17th DAY OF SEPTEMBER, 2015.

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

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

DRAFT

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD
MINUTES
THURSDAY, JULY 23, 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, July 23, 2015, in the Board Room at the San Diego International Airport, Commuter Terminal, 3225 North Harbor Drive, San Diego, CA 92101.

PLEDGE OF ALLEGIANCE: Thella F. Bowens, President/CEO led the Pledge of Allegiance.

ROLL CALL:

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

ABSENT: Board Members: Ortega (Ex Officio)

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

Board Member Alvarez arrived at 9:09 a.m., and Board Member Sessom arrived at 9:15 a.m.

PRESENTATIONS:

A. BUSINESS DEVELOPMENT UPDATE:

Scott Brickner, Vice President, Finance and Asset Management/Treasurer, and Troy Ann Leech, Senior Manager Aviation & Commercial Business, provided a presentation on the Business Development Update, which included Business Development Background, Business Development Sample of Concepts and Business Development Concepts in Process which included, Filming and Meeter/Greeter Permits, Portable Charger Vending Objectives, Portable Charger Vending Status, Airport App Objectives, Parking Objectives, Parking Initiatives Underway, Google AdWords, Marketing on www.san.org, Business Development Premium Products, and Next Steps.

In response to Board Member Sessom regarding whether the Authority has a privacy policy governing the collection of customer data, Bret Lobner, General Counsel stated that the Authority does not have a written privacy policy.

Tony R. Russell, Director, Corporate and Information Governance/Authority Clerk, stated that as part of the Records and Information Governance program, staff is developing a governance plan and will work with Risk Management and the General Counsel's office, to identify publicly identifiable information and develop a privacy policy.

Board Member Sessom stated that the public has the right to know the Authority's process with regards to the privacy and protection of their personal data, and that staff should look at this across all departments and identify the data being collected and the policy issues that go with it. She further stated that the Board should make the policy determinations about what the policy should be for the organization.

Chair Gleason announced that "Non-Agenda Public Comment" would be heard at this time.

NON-AGENDA PUBLIC COMMENT:

BRIGETTE BROWNING, SAN DIEGO, announced that a contract has been signed between High Flying Foods and its employees.

KEVIN WESTLY, SAN DIEGO, announced that a written agreement has been signed between Unite Here! Local 30 regarding the employee contract with High Flying Foods and its employees.

MARISOL SOLANO, SAN DIEGO, thanked the Board for its support during the Unite Here! Local 30 contract negotiations.

KEITH JONES, SAN DIEGO, distributed a letter and provided the Board with a performance update for ACE Parking in regards to their commitments as outlined within the parking agreement.

Chair Gleason requested that staff provide the Board with a response to Mr. Jones' letter.

ALFRED BANKS, SAN DIEGO, provided a handout to the Board, and requested Board consideration to require commercial insurance, commercial license plates, and a valid permit identity card by Transportation Network Companies doing business at the airport.

Chair Gleason referred the matter to staff.

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

STANDING BOARD COMMITTEES

- **AUDIT COMMITTEE:**
Board Member Robinson announced that the next Committee meeting is scheduled on August 17, 2015.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**
Board Member Hubbs reported that the Committee met on July 16, 2015, and received an update on multiple Authority projects, including freeways wayfinding signage on freeways, Rental Car Center status, parking lot status, and photovoltaics in Terminal 2, and he noted that Item 16 is on the Agenda for Board approval.
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**
Board Member Desmond reported that the Committee met on June 17, 2015, and received an update on the Employee Benefits Renewals for 2016, and Employee Performance Evaluations for the President/CEO, General Counsel, and Chief Auditor, and noted that these items are on the Agenda for Board approval.
- **FINANCE COMMITTEE:** None

ADVISORY COMMITTEES

- **AUTHORITY ADVISORY COMMITTEE:** None
- **ART ADVISORY COMMITTEE:**
Chair Gleason reported that public outreach is ongoing regarding the Rental Car Center third art opportunity. He also reported that on July 16th, public outreach for visual and performing arts opportunities at the Airport resulted in 37 artists in attendance. He reported that a Request for Qualifications will be issued in August for a performing arts residency project at the Airport, open to all disciplines in performing arts.

LIAISONS

- **AIRPORT LAND USE COMPATIBILITY PLAN:**
Board Member Janney reported that the Airport is moving forward with the Airport Land Use Compatibility Plan for Naval Outlying Field (NOLF) Imperial Beach, with ongoing meetings in the communities of Imperial Beach and the Coronado Cays.

- **CALTRANS:**
Board Member Berman reported that Jacob Dekema, a former Caltrans District Director and one of the true transportation innovators of his generation, will celebrate his 100th birthday this week.
- **INTER-GOVERNMENTAL AFFAIRS:**
Board Member Cox reported that Authority staff provided Airport Development Plan updates to Mayor Kevin Faulconer's staff on July 1st, San Diego City Council President Sherri Lightner's staff and to County Supervisor Ron Roberts and SANDAG staff on July 8th, and San Diego City Councilmember Todd Gloria's staff on July 16th. He reported that Authority staff provided a briefing to Councilmember Gloria last week on the public art component of the new Rental Car Center. He reported that Authority staff participated in the Airport Legislative Alliance summer conference held in Washington, DC this week, and provided airport updates to staff in the offices of Congressman Juan Vargas, Congresswoman Susan Davis, Congressman Duncan Hunter, Congressman Darrell Issa, and Congressman Scott Peters. He also reported that Authority staff met with Department of Transportation officials and Customs and Border Protection staff.
- **MILITARY AFFAIRS:** None
- **PORT:**
Chair Gleason reported that a recent Port Leadership bi-monthly meeting was held to discuss various projects. He reported that the Authority will be presenting updates to the Port at its September meeting on the Airport Development Plan. He also reported that the Port will provide future updates to the Authority Board regarding the Port's sub-regional planning efforts related to Harbor Drive and the North Embarcadero.
- **WORLD TRADE CENTER:**
Chair Gleason reported that with regards to the Letter of Intent with the San Diego Unified Port District and the City of San Diego regarding World Trade Center San Diego, the Agencies' staff are close to executing the articles of incorporation and bylaws for the organization of the license holders and all of the requirements under the World Trade Center license.

BOARD REPRESENTATIVES (EXTERNAL)

- **SANDAG TRANSPORTATION COMMITTEE:**
Board Member Alvarez reported that at its July 17th meeting, the Committee met to discuss State Route 94 and issues related to the South Bay rapid transit, and discussion regarding the Transit Oriented Development Policy. He requested that Authority Staff provide a presentation at a future Transportation Committee meeting.

CHAIR'S REPORT:

Chair Gleason reported that there is no Board Meeting scheduled in August.

PRESIDENT/CEO'S REPORT:

Thella Bowens, President/CEO, reported that on July 2nd, Uber and Lyft Transportation Network Companies signed permits to participate in the Authority's pilot program at the Airport. She reported on the success of the Authority's recent Airport Development Plan open house event, with over sixty community members in attendance. She reported that on July 21st, the San Diego International Airport USO welcomed the Special Olympics USA National Team, who will be participating in the 2105 Special Olympic Games in Los Angeles. She reported that on July 24th, the Authority will receive an iCommute Diamond Award from SANDAG for its participation that encourages alternative commuting choices for employees. She reported that airline traffic for the mid-year period is up by 7.3 percent. She also reported that staff continues to work on air service development opportunities at the Airport.

CONSENT AGENDA (Items 1-14):

JOE STUYVESANT, SAN DIEGO, spoke in support of staff's recommendation for Item 14.

ACTION: Moved by Board Member Sessom and seconded by Board Member Robinson to approve the Consent Agenda. 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 June 25, 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 JUNE 1, 2015, THROUGH JUNE 28, 2015, AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM JUNE 1, 2015, THROUGH JUNE 28, 2015:

RECOMMENDATION: Receive the report.

4. **JULY 2015 LEGISLATIVE REPORT:**
RECOMMENDATION: Adopt Resolution No. 2015-0068, approving the July 2015 Legislative Report.
5. **APPROVE APPOINTMENTS TO THE ART ADVISORY COMMITTEE:**
RECOMMENDATION: Adopt Resolution No. 2015-0069, approving the reappointment of Chike C. Nwoffiah and appointment of Andy Horwitz to the Art Advisory Committee.

CLAIMS

COMMITTEE RECOMMENDATIONS

CONTRACTS AND AGREEMENTS

6. **AWARD A CONTRACT TO TEL TECH PLUS, INC. FOR EAST SIDE FIBER LOOP INSTALLATION AT SAN DIEGO INTERNATIONAL AIRPORT:**
RECOMMENDATION: Adopt Resolution No. 2015-0070, awarding a contract to Tel Tech Plus, Inc., in the amount of \$171,752 for Project No. 104200, East Fiber Loop Installation at San Diego International Airport.
7. **APPROVE AND AUTHORIZE AN INCREASE IN THE PRESIDENT/CEO'S CHANGE ORDER AUTHORITY FOR TERMINAL 2 EAST COMMON USE PASSENGER PROCESSING SYSTEMS EXPANSION AT SAN DIEGO INTERNATIONAL AIRPORT:**
RECOMMENDATION: Adopt Resolution No. 2015-0071, approving and authorizing an increase in the President/CEO's change order authority from \$56,591 to an amount not to exceed \$161,591, for Project No. 104182, Terminal 2 East Common Use Passenger Processing Systems (CUPPS) Expansion at San Diego International Airport.
8. **AWARD OF CONTRACT TO BC RENTALS, INC. (DBA BC TRAFFIC SPECIALIST) FOR RENTAL CAR CENTER WAYFINDING SIGNAGE – CITY OF SAN DIEGO ROADWAY SIGNS AT SAN DIEGO INTERNATIONAL AIRPORT:**
RECOMMENDATION: Adopt Resolution No. 2015-0072, awarding a contract to BC Rentals, Inc. (dba BC Traffic Specialist) in the amount of \$209,048.80 for Project No. 104168C, Rental Car Center (RCC) Wayfinding Signage - City of San Diego Roadway Signs at San Diego International Airport.
9. **APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A FIRST AMENDMENT TO THE AIRPORT SIGNAGE SERVICES AGREEMENT WITH SIGN AGE IDENTITY SYSTEMS, INC.:**
RECOMMENDATION: Adopt Resolution No. 2015-0073, approving and authorizing the President/CEO to execute a First Amendment to the Agreement for Airport Signage Services with Sign Age Identity Systems, Inc., increasing the total amount payable by \$500,000 for a total not-to-exceed compensation amount of \$1,300,000.

10. APPROVE AND AUTHORIZE AN INCREASE IN THE PRESIDENT/CEO'S CHANGE ORDER AUTHORITY FOR TERMINAL LINK ROAD PROJECT AT SAN DIEGO INTERNATIONAL AIRPORT:

RECOMMENDATION: Adopt Resolution No. 2015-0077, approving and authorizing an increase in the President/CEO's Change Order Authority from \$355,589 to an amount not to exceed \$670,000 for Project No. 104134, Terminal Link Road at San Diego International Airport.

11. AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE SAN DIEGO ASSOCIATION OF GOVERNMENTS FOR THE 2013-2014 FISCAL YEAR CALIFORNIA DEPARTMENT OF TRANSPORTATION PLANNING GRANT:

RECOMMENDATION: Adopt Resolution No. 2015-0078, authorizing the President/CEO to Execute a Memorandum of Understanding with the San Diego Association of Governments for the 2013-2014 Fiscal Year Caltrans Transportation Planning Grant for reimbursement of \$88,504.

12. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE MODIFICATIONS/ AMENDMENTS TO CONCESSION LEASES TO EXEMPT FUNDS DERIVED FROM CONTRIBUTIONS TO THE GOOD TRAVELER CARBON OFFSET PILOT PROGRAM FROM THE DEFINITION OF "GROSS RECEIPTS":

RECOMMENDATION: Adopt Resolution No. 2015-0079, approving and authorizing the President/CEO to execute modifications/amendments to Concession Leases to exempt funds derived from the contributions to the Good Traveler Carbon Offset Pilot Program from the definition of "Gross Receipts".

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

13. AWARD A CONTRACT TO G&G SPECIALTY CONTRACTORS, INC., FOR QUIETER HOME PROGRAM PHASE 8, GROUP 8, PROJECT NO. 380808 (40 HISTORIC AND NON-HISTORIC SINGLE AND MULTI-FAMILY UNITS ON 13 RESIDENTIAL PROPERTIES LOCATED EAST AND WEST OF THE AIRPORT):

RECOMMENDATION: Adopt Resolution No. 2015-0074, awarding a contract to G&G Specialty Contractors, Inc., in the amount of \$1,503,140, for Phase 8, Group 8, Project No. 380808, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

14. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO AWARD A CONTRACT TO RICONDO & ASSOCIATES, INC., AND TO COFFMAN ASSOCIATES, INC. TO PROVIDE ON-CALL AIRPORT LAND USE COMPATIBILITY PLANNING TECHNICAL SERVICES:

RECOMMENDATION:

Adopt Resolution No. 2015-0075, authorizing the President/CEO to execute a three-year contract, with two one-year extensions, to Ricondo & Associates, Inc. in an amount not-to-exceed \$2,000,000 to provide on-call Airport Land Use Compatibility Planning technical services; and

Adopt Resolution No. 2015-0076, authorizing the President/CEO to execute a three-year contract, with two one-year extensions, to Coffman Associates, Inc. in an amount not-to-exceed \$1,000,000 to provide on-call Airport Land Use Compatibility Planning technical services.

The Board recessed at 9:53 a.m. and reconvened at 9:54 a.m.

PRESENTATIONS, continued:

B. OVERVIEW OF FAA'S SOUTHERN CALIFORNIA METROPLEX PROJECT:

Keith Wilschetz, Director, Airport Planning and Noise Mitigation introduced Paul Dunholter, P.E., and Jim Allerdice, representing BridgeNet International, who provided an Overview of the Federal Aviation Administration's Southern California Metroplex Project, which included, NextGen, Benefits of Metroplex Projects, What is the Metroplex, Ground versus Satellite Navigation, Metroplex Facts, Review of Metroplex Departures West, Review of Metroplex Arrivals East, and Staff Action Items.

Chair Gleason stated that this will be seen as an Authority project. He stated that the Authority needs to manage the perceptions in the community.

In response to Chair Gleason regarding the need for the Authority to provide outreach to the community about the potential issues related to the proposed Metroplex Project by the Federal Aviation Administration (FAA), Thella F. Bowens, President/CEO, stated that information is posted on the Authority's website for access to the FAA. Additionally, she stated that Authority staff can work with the community to ensure that contacts are made with the FAA. Ms. Bowens expressed concerns that when the Airport tries to represent the FAA, it could be assumed that it has authority over this issue, when it does not.

Board Member Desmond expressed concern about the proposed flight tracks by the FAA that may be misleading to the public, since there are circumstances that may require a change in the sequencing of aircraft take-off and landings. He stated that the Authority has to divorce itself from this program, since it is a FAA program.

In response to Board Member Cox regarding what is the Authority's role in this project, Ms. Bowens stated that the Board can provide comments to the FAA.

She also stated the need for the Authority to continue to work with the FAA to help the community understand the program.

Board Member Alvarez stated that it would be good to provide more details of the program to the community. He suggested that if the Board has a position on the program, it should be communicated to the community. He stated that noise is the primary issue.

Board Member Sessom stated that it is the Authority's responsibility to inform the communities about the proposed program and the need to gather input from the communities and present them to the FAA along with the Board's response.

Board Member Janney expressed concern about there being no information about potential impacts and effects of this project to other airfields in San Diego County that have not been mentioned. He further stated that as a regional airport, the Authority needs to let the community know what is going on.

Board Member Boling stated that the Authority needs to be thoughtful about how we educate the community and that it needs to be clear that if communities have problems, they submit them to the FAA.

Chair Gleason stated that the Authority is the expert on this issue and that it is our responsibility to help interpret the data for the community. He requested that staff provide additional information about the FAA Metroplex Project on the Authority's website, and to notify the Board about what efforts the Authority can make to inform the communities.

Board Member Boling stated that the visual in the presentation showing the noise impacts would be helpful in informing the community.

The Board recessed at 10:49 a.m. and reconvened at 10:55 a.m.

PUBLIC HEARINGS: None

OLD BUSINESS: None

NEW BUSINESS:

15. RENEWAL OF THE EMPLOYEE BENEFITS PROGRAM FOR 2016:

Kurt Gering, Director, Talent, Culture and Capability, and Christie Barr, Sr. Vice President, Willis Insurance Services, provided a presentation on the Employee Benefits Program Renewal, which included Sustainable Plan Design, Medical Plan Enrollments, 5 Year Review – percentage Health Benefit Renewal Increase, Employee Benefits Task Force (EBTF), Discussion Topics, Anthem Medical Renewal Components, Anthem Mandatory Plan Changes, Average HMO Employee Contributions As a Percentage of Premiums, Average PPO Employee Contributions As a Percentage of Premiums, Average HDHP/HSA Employee Contributions As a Percentage of Premiums, Benchmarking (2014): Total Cost Share Analysis, Employee Wellness, Cadillac Tax (Health Care Reform), Tax Estimate – Narrow Network HMO, Cadillac Tax Estimate – Full Network HMO, Cadillac Tax Estimate – PPO Plan, PPO Tier – Distribution, Impact of PPO Tiering on Employee Cost-Share, Retiree Enrollments, Medicare Eligible Renewal, Medical Eligible Retiree Cost Share, Delta Dental Renewal, Dental Employee Cost-Share and Summary.

DAN FRAZEE, CARLSBAD, requested that an Authority retiree representative be included on the Authority's Employee Benefits Task Force.

It was moved by Board Member Desmond and seconded by Board Member Cox to approve staff's recommendation.

In response to Board Member Sessom regarding retiree representation on the Benefits Task Force, Kurt Gering, Director, Talent, Culture and Capability, stated that there are concerns with impacts on negotiations.

Board Member Boling stated that with regard to the benchmark data for the average employee health benefits contributions as a percentage of premiums that the Authority should look at a goal of increasing the percentage to at least the government level or higher. She also requested that staff provide similar benchmark data in the future for dental benefits.

Christine Barr, Sr. Vice President, Willis Insurance Services, stated that the data provided to the Board is reflective of the 2014 national survey, and that currently, the Authority is at 10 percent and moving to 15 percent, which is closer to the government premium percentages.

In response to Chair Gleason regarding the earlier question by Board Member Sessom about the inclusion of a Retiree representative on the Employee Benefits Task Force, Bret Lobner, General Counsel, Lobner stated that a legal case exists that deals with this issue, and he expressed concerns that if the participation of a retiree is formalized, this may impact the case, and he requested that the matter be brought back to the Board after consultation by staff with outside counsel.

Chair Gleason requested that staff report back to the Board regarding retiree participation on the Employee Benefits Task Force, subject to review by Counsel.

Thella F. Bowens, President/CEO, stated that staff will work with the General Counsel to ensure that there are no obligations to the Authority regarding retiree participation on the Employee Benefits Task Force.

RECOMMENDATION: The Executive Personnel & Compensation Committee recommends that the Board adopt Resolution 2015-0080, approving the renewal of the Employee Benefits Program for 2016.

ACTION: Moved by Board Member Desmond and seconded by Board Member Cox to approve staff's recommendation and requested that staff provide a report back to the Board regarding retiree representation on the Health Benefits Task Force. 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)

16. **AMEND BOARD RESOLUTION 2014-0130 AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN AMENDED SITE LEASE AGREEMENT AND SOLAR POWER PURCHASE AGREEMENT TO FINANCE, DESIGN, INSTALL, OPERATE, AND MAINTAIN A SOLAR PHOTOVOLTAIC GENERATING SYSTEM WITH LINDBERG FIELD SOLAR 2, LLC, AT SAN DIEGO INTERNATIONAL AIRPORT:**
Bob Bolton, Director, Airport Design & Construction, and Michael Sears, Director, Financial Management, provided a presentation on the Amended Site Lease Agreement and Solar Power Purchase Agreement to Finance, Design, Install, Operate, and Maintain a Solar Photovoltaic Generating System with Lindberg Field Solar 2, LLC, at San Diego International Airport, which included North Side Photovoltaic Power Purchase Agreement – Phasing, Anticipated Electrical Meter Data, Total 12kV Energy Consumption (KWh), Energy usage versus Solar Production, North Side Photovoltaic Financials, North Side Photovoltaic Sustainability, North Side Photovoltaic Installation – Original Proposal – Total 5 MW, and North Side Photovoltaic installation Phases.

It was moved by Board Member Cox and seconded by Board Member Sessom to approve staff's recommendation.

Chair Gleason requested that staff investigate alternative financing options for the project and report back to the Board.

RECOMMENDATION: Adopt Resolution No. 2015-0081, amending Resolution No. 2014-0130 authorizing the President/CEO to negotiate and execute: (1) an amended site lease agreement with Lindberg Field Solar 2, LLC, for the development and installation of a solar photovoltaic ("PV") generating system with the ability to generate up to 5.1 megawatts using a phased approach; and (2) an amended solar power purchase agreement with Lindberg Field Solar 2, LLC, to finance, design, install, operate, and maintain a PV generating system with the ability to generate up to 5.1 megawatts, allowing a phased installation at San Diego International Airport.

ACTION: Moved by Board Member Cox and seconded by Board Member Sessom to approve staff's recommendation and directed staff to investigate alternative financing options for the project and report back to the Board. 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)

Chair Gleason requested that staff provide a status on the project to the Board over the next 30-45 days.

CLOSED SESSION: The Board recessed into Closed Session at 12:14 p.m. to discuss Items 19, 26, 27, and 28.

17. 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.

18. 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

19. 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

- 20. 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)
- 21. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Cal. Gov. Code §54956.9(a) and (d)(1).)
Joan M. Ward v. San Diego County Regional Airport Authority, et al
San Diego Superior Court Case No. 37-2014-00022181-CU-WT-CTL
- 22. CONFERENCE WITH LEGAL COUNSEL – 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
- 23. 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
- 24. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Initiation of litigation pursuant to Cal. Government Code § 54956.9(d).)
Number of cases: 3
- 25. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION:**
(Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9)
Number of potential cases: 1
- 26. PUBLIC EMPLOYMENT PERFORMANCE EVALUATION:**
Cal. Gov. Code §54957
Title: President/Chief Executive Officer
- 27. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**
Cal. Gov. Code §54957
Title: General Counsel
- 28. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**
Cal. Gov. Code §54957
Title: Chief Auditor

REPORT ON CLOSED SESSION: The Board reconvened at 12:57 p.m.

In regards to Item 19, there was no reportable action.

Board Member Desmond reported that the Board conducted the performance evaluations for the President/CEO, General Counsel, and the Chief Auditor.

ACTION: Moved by Board Member Desmond and seconded by Board Member Sessom to approve a salary increase of 1.7% for the President/CEO, General Counsel, and Chief Auditor, in addition to the cost of living increase in their current contract. Motion carried by the following vote: YES – Boling, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – Alvarez, Cox. (Weighted Vote Points: YES – 79; NO – 0; ABSENT – 21)

NON-AGENDA PUBLIC COMMENT: None.

GENERAL COUNSEL REPORT: None.

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

BOARD COMMENT: None.

ADJOURNMENT: The meeting was adjourned at 1:01 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD THIS 17th DAY OF SEPTEMBER, 2015.

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.
2

Meeting Date: **SEPTEMBER 17, 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

GREG COX

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

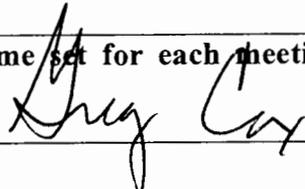
SDCRAA
 JUL 23 2015
 Corporate & Information Governance

Period Covered: JUNE 29 - JULY 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		JULY 23, 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: <u>JUNE 29, 2015</u> Time: <u>9:00am</u> Location: <u>SDUPD</u>	SDCRAA / SDUPD LIAISON COMMITTEE
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>JULY 1, 2015</u> Time: <u>2:30pm</u> Location: <u>SDIA</u>	SPECIAL BOARD MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>JULY 16, 2015</u> Time: <u>9:00am</u> Location: <u>SDIA</u>	SPECIAL CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE SPECIAL BOARD MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>JULY 23, 2015</u> Time: <u>9:00am</u> Location: <u>SDIA</u>	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 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: 

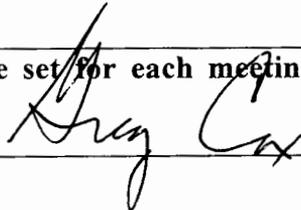
SDCRAA
 AUG 24 2015
 Corporate & Information Governance

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary
 Period Covered: AUGUST 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		AUGUST 24, 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: <u>AUGUST 20, 2015</u> Time: <u>9:30am</u> Location: <u>SDIA</u>	<u>TRAINING SESSION ON USE OF NEW AGENDA TECHNOLOGY</u>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>AUGUST 24, 2015</u> Time: <u>9:00am</u> Location: <u>SDIA</u>	<u>SDCRAA / SDUPD LIAISON COMMITTEE MEETING</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:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

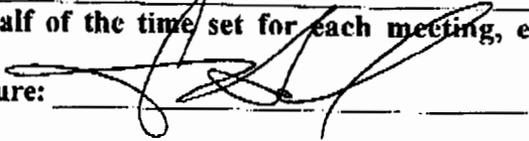
JIM DESMOND

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary
 Period Covered: July / Aug 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:
J. Desmond		8/31/15
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: 7/23/15 Time: 9am Location: SDIA	Board Meeting
Brown Act Pre-approved Res. 2009-0149R	Date: 8/20/15 Time: 9am Location: SDIA	EPCL meeting
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

ROBERT GLEASON

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

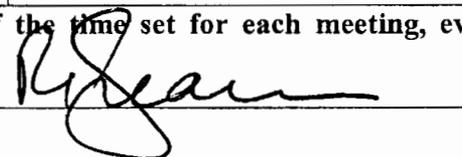
SDCRAA
 AUG 06 2015
 Corporate & Information Governance

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:
ROBERT H. GLEASON		August 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: July 1, 2015 Time: 2:30 pm Location: SDCRAA offices	Special Board meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: July 8, 2015 Time: 9:30 am Location: SDCRAA offices	Art Advisory Committee meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: July 13, 2015 Time: 9:00 am Location: SDCRAA offices	Executive / Finance Committee meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: July 16, 2015 Time: 9:00 am Location: SDCRAA offices	Capital Improvement Program Oversight Committee meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: July 21, 2015 Time: 6:00 pm Location: SDCRAA offices	SAN Rental Car Center Art Open House; spoke on behalf of the Airport Authority
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: July 23, 2015 Time: 9:00 am Location: SDCRAA offices	ALUC / Board meetings
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: _____

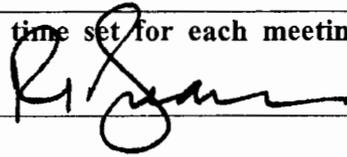


SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY Corporate & Information Governance
Board Member Event/Meeting/Training Report Summary
 Period Covered: AUGUST 2015

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		September 8, 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: August 13, 2015 Time: 9:30 am Location: Chula Vista City Hall	Attended Coastal Commission meeting regarding the airport parking plaza project
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: August 17, 2015 Time: 10:00 am Location: SDCRAA offices	Audit Committee meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: August 20, 2015 Time: 9:00 am Location: SDCRAA offices	Executive Personnel and Compensation Committee meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: August 31, 2015 Time: 3:30 am Location: City Hall	Quarterly Airport Authority briefings with Mayor Faulconer
<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: 

LLOYD HUBBS

SDCRAA

JUL 23 2015

Corporate & Information Governance

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

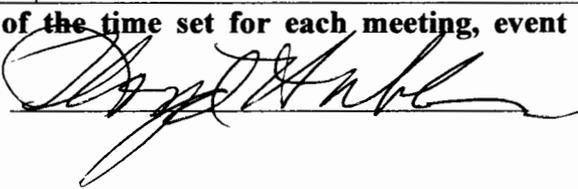
Board Member Event/Meeting/Training Report Summary

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 2009-0007. 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		7/23/15
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: 7-1-15 Time: 9:00 Location: AUTH BD.	Special Bd Mtg
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 7-13-15 Time: 9:00 Location: AUTH Bd	Exec./ Finance
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 7-16-15 Time: 9:00 Location: AUTH Bd	CIPOC
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 7-23-15 Time: 9:00 Location: Bd. Rm	Board 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:	

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

Signature: 

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

Board Member Event/Meeting/Training Report Summary

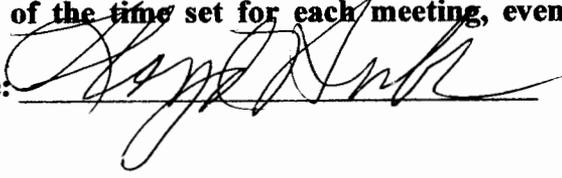
Period Covered: August 2015

SDCRAA
AUG 20 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		8-20-15
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: 8-17-15 Time: 10:00 Location: BOARD RM	Audit Committee
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 8-20-15 Time: 9:00 Location: BOARD RM	Personnel Comp. Comm.
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

JIM JANNEY

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

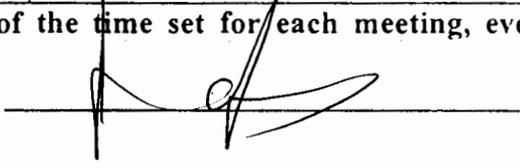
Period Covered: July 2015

SDCRAA JUL 23 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
JIM JANNEY		7-23-15
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: July 1 Time: 2:30 Location: SDCRAA	Special Board mtg
Brown Act Pre-approved Res. 2009-0149R	Date: July 15 th Time: 0730 Location: Adu. R. Rd. Conf	SDMAC Breakfast mtg
Brown Act Pre-approved Res. 2009-0149R	Date: July 13 Time: 0900 Location: SDCRAA	Finance Comm.
Brown Act Pre-approved Res. 2009-0149R	Date: July 16 Time: 0900 Location: SDCRAA	CIPOC mtg
Brown Act Pre-approved Res. 2009-0149R	Date: July 23 Time: 0900 Location: SDCRAA	Board/ALUC
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
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: 

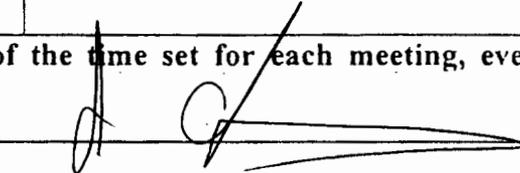
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary
 Period Covered: Aug 2015

SDCRAA
 AUG 20 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
JIM JANNEY		8-20-15
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: 8-17-15 Time: 1000 Location: SDCRAA	Audit Committee
Brown Act Pre-approved Res. 2009-0149R	Date: 8-20-15 Time: 900 Location: SD RAA	Exec & Personal camp.
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: 7/31/15

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		
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: <u>7/17/15</u> Time: <u>2:30 p.m. - 4:00 p.m.</u> Location: <u>SDCRAA Bd Rm</u>	<u>Special SDCRAA Bd. Mtg.</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>7/13/15</u> Time: <u>9:00 - 11:00 a.m.</u> Location: <u>SDCRAA Bd Rm</u>	<u>Exec. / Finan. / Closed Session mtgs.</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>7/16/15</u> Time: <u>9:00 - 12:00 p.m.</u> Location: <u>SDCRAA Bd Rm</u>	<u>SDCRAA CPIOC mtg</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>9/23/15</u> Time: <u>9:00 - 1:30 p.m.</u> Location: <u>SDCRAA Bd Rm.</u>	<u>SDCRAA Bd / ALUC mtgs</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: 

MARY SESSOM

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

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BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
Mary Sussom		7/23/15
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input 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: 4/23 Time: 9:00 Location: Board Rm	Board meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 5/14 Time: 9:00 Location: Board Rm	Audit Committee
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 5/21 Time: 9:00 Location: Board Rm	Board meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 6/25 6/25 Time: 9:00 Location: Board Rm	Finance Committee Board meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 6/25 7/1 Time: 9:00 Location: Board Room	Special Board meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: _____

Mary Sussom

JACK VAN SAMBEEK

SDCRAA
AUG 17 2015

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY Corporate & Information Governance
Board Member Event/Meeting/Training Report Summary

Period Covered: AUGUST 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:
<i>JACK VAN SANKER</i>		<i>8-17-15</i>
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <i>Aug 17 2015</i> Time: <i>10 A m</i> Location: <i>Bd Room</i>	<i>Audit Committee mtg</i>
<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: *J P Van Sanker*



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
3

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Awarded Contracts, Approved Change Orders from June 29, 2015 through August 23, 2015 and Real Property Agreements Granted and Accepted from June 29, 2015 through August 23, 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 June 29, 2015 - August 23, 2015



New Contracts

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
06/26/15	601024	Pacific Rim Mechanical Contractors, Inc.	The Contractor will provide, install and integrate a new air handling system with existing building controls at San Diego International Airport. Pacific Rim Mechanical Contractors, Inc. is currently under contract for operations and maintenance of HVAC services for the Authority and is uniquely qualified to install and integrate a new air handling system with existing building controls.	Single Source	M. Bauer	\$424,966.59	05/01/16
7/31/15	N/A	CompuCom	The Contractor will provide Microsoft Software and Software Assurance (SA) support for the site software licensing of Microsoft applications and operating systems.	RFP	R. Belliotti	\$461,961.54	07/31/18
08/06/15	N/A	Artworks San Diego	The Contractor will provide on-call artwork handling services for the Authority's public art collection at San Diego International Airport.	RFP	L. Lockhart	\$130,000.00	08/31/18
08/19/15	N/A	Notevault, Inc.	The Contractor will provide voice to text recognition recording system services for the Quieter Home Program at San Diego International Airport.	RFP	S. Knack	\$10,500.00	07/26/16



New Contracts Approved by the Board

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
6/9/15	380806	G & G Specialty Contracting, Inc.	This contract was approved by the Board at the May 21, 2015 Board Meeting. The Contractor will provide sound attenuation treatment to residences included in Phase 8, Group 6 of the Quieter Home Program.	RFB	S. Knack	\$1,523,682.00	04/10/16
7/14/15	380807	S & L Specialty Contracting, Inc.	This contract was approved by the Board at the June 25, 2015 Board Meeting. The Contractor will provide sound attenuation treatment to residences included in Phase 8, Group 7 of the Quieter Home Program.	RFB	S. Knack	\$1,719,450.00	04/17/16
7/21/15	104185	Granite Construction Company	This contract was approved by the Board at the June 25, 2015 board Meeting. The Contractor will complete the project entitled: Employee Parking Lot 6 Expansion at San Diego International Airport.	RFB	I. Ghaemi	\$3,369,565.00	01/14/16
8/11/15	104195	Hazard Construction Company	This contract was approved by the Board at the June 25, 2015 Board Meeting. The Contractor will complete the project entitled: Air Freight Building Pavement Rehabilitation at San Diego International Airport.	RFB	I. Ghaemi	\$249,908.00	12/05/15

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN June 29, 2015 - August 23, 2015



Amendments and Change Orders

Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value (%) (+ / -)	New Contract Value	New End Date
06/12/15	N/A	Computer Protection Technology, Inc.	The First Amendment extends the term of the contract by 90 days and increases the maximum amount of compensation by \$78,000 for Uninterruptible Power Supply (UPS) Maintenance Support Services due to several unforeseen emergency UPS battery replacements.	J. Fejeran	\$30,096.25	\$78,000.00	259%	\$108,096.25	11/29/2015
06/17/15	N/A	Statler Consulting, LLC	The First Amendment extends the term of the contract by 183 days and increases the maximum amount of compensation by \$61,360 to complete phase 2 of the Carbon Offset Pilot project for the Environmental department at San Diego International Airport.	P. Manasjan	\$48,640.00	\$61,360.00	126%	\$110,000.00	12/31/2015
07/20/15	N/A	Rosa Lowinger & Associates, Inc.	The Third Amendment extends the term of the contract by 30 days for maintenance, conservation and restoration services for the Authority's public art collection at San Diego International Airport. There is no increase in compensation.	L. Lockhart	\$73,000.00	\$0.00	0%	\$73,000.00	7/30/2015
07/27/15	N/A	URS Corporation Americas	The Third Amendment revises Exhibit B entitled "Compensation and Payment Schedule" to include sub consultant staff categories for on-call technical airport planning consulting services. There is no increase in compensation.	A. Jamison	\$500,000.00	\$0.00	0%	\$500,000.00	2/6/2017
07/21/15	N/A	Solution Guidance Corporation	The Second Amendment extends the term of the contract by 2 months for managed hosting and help desk support services on Authority owned software programs used by the Facilities Development department. There is no increase in compensation.	I. Ghaemi	\$360,553.00	\$0.00	0%	\$360,553.00	8/30/2015
07/31/15	N/A	CH2M Hill	The Fourth Amendment extends the term of the contract by 90 days for continued airside/landside architect and engineering consultant services to complete pending projects at San Diego International Airport. There is no increase in compensation.	I. Ghaemi	\$5,000,000.00	\$0.00	0%	\$5,000,000.00	10/30/2015
08/06/15	N/A	Blanchard Training & Development, Inc. dba The Ken Blanchard Companies	The First Amendment increases the maximum amount of compensation by \$13,000 Airport Authority employee Situational Leadership training workshops and materials.	C. Lewis	\$30,000.00	\$13,000.00	43%	\$43,000.00	12/1/2017



Amendments and Change Orders - Approved by the Board

06/30/15	N/A	Dynamic Contracting Services, Inc.	The First Amendment was approved by the Board at the May 21, 2015 Board Meeting. The First Amendment increases the maximum amount of compensation by \$2,000,000 for the pool of pre-approved on-call general construction contractors to complete pending projects at San Diego International Airport.	M. Bauer	\$3,000,000.00	\$2,000,000.00	67%	\$5,000,000.00	10/15/2016
06/30/15	N/A	The Vasquez Company	The First Amendment was approved by the Board at the May 21, 2015 Board Meeting. The First Amendment increases the maximum amount of compensation by \$2,000,000 for the pool of pre-approved on-call general construction contractors to complete pending projects at San Diego International Airport.	M. Bauer	\$3,000,000.00	\$2,000,000.00	67%	\$5,000,000.00	10/15/2016
06/30/15	N/A	EC Contractors, Inc.	The First Amendment was approved by the Board at the May 21, 2015 Board Meeting. The First Amendment increases the maximum amount of compensation by \$2,000,000 for the pool of pre-approved on-call general construction contractors to complete pending projects at San Diego International Airport.	M. Bauer	\$3,000,000.00	\$2,000,000.00	67%	\$5,000,000.00	10/15/2016
06/30/15	N/A	Gordon-Prill San Diego, Inc.	The First Amendment was approved by the Board at the May 21, 2015 Board Meeting. The First Amendment increases the maximum amount of compensation by \$2,000,000 for the pool of pre-approved on-call general construction contractors to complete pending projects at San Diego International Airport.	M. Bauer	\$3,000,000.00	\$2,000,000.00	67%	\$5,000,000.00	10/15/2016
06/30/15	N/A	RAL Investment Corporation dba Silverstrand Construction	The First Amendment was approved by the Board at the May 21, 2015 Board Meeting. The First Amendment increases the maximum amount of compensation by \$2,000,000 for the pool of pre-approved on-call general construction contractors to complete pending projects at San Diego International Airport.	M. Bauer	\$3,000,000.00	\$2,000,000.00	67%	\$5,000,000.00	10/15/2016
06/30/15	N/A	Best Best & Krieger LLP	The First Amendment was approved by the Board at the May 21, 2015 Board Meeting. The First Amendment increases the maximum amount of compensation by \$300,000 for general legal services for San Diego County Regional Airport Authority.	A. Gonzalez	\$300,000.00	\$300,000.00	100%	\$600,000.00	7/14/2015
07/28/15	N/A	Sign Age Identity Systems, Inc.	The First Amendment was approved by the Board at the July 23, 2015 Board Meeting. The First Amendment increases the maximum amount of compensation by \$500,000 for the fabrication, modification, installation, removal and repair of signs located throughout San Diego International Airport.	J. Fejeran	\$800,000.00	\$500,000.00	63%	\$1,300,000.00	5/14/2016

Attachment "B"
REAL PROPERTY AGREEMENTS EXECUTED FROM JUNE 29, 2015 TO AUGUST 23, 2015



Real Property Agreements

Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
1/1/2015 - 12/31/17	LE-0862	Siemens Postal, Parcel and Airport Logistics Group	License Agreement for Ground Handling and Support Services	SDIA	Ground Handling and Support Services	N/A	The greater of \$250 or 8% of gross income monthly	N/A



Real Property Agreement Amendments and Assignments

Effective Date	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
7/1/2015 - 8/30/2017	LE-0099	US General Services (TSA)	GS-09B-01200 Lease Amendment No. 16	SDIA	Offices/Admin	237 SF	\$22,640 annually	Reduction of space due to Commuter Terminal closure
12/16/14 - 12/31/16	LE-0840	SDCRAA	Frist Amendment to a Right of Entry License Agreement	San Diego Unified Port District's Employee Parking Lot	Test, monitor and perform maintenance on the 12kV electrical equipment that is on Port Property	N/A	\$500 processing fee	The Authority is the Licensee performing work on Port property
12/15/14 - 09/30/15	LE-0845	SDCRAA	Frist Amendment to a Right of Entry License Agreement	San Diego Unified Port District's Port Employee Parking Lot at Pacific Hwy & Palm Street	Construct improvements for the Terminal Link Road Project	1000 SF	\$500 processing fee	The Authority is the Licensee performing work on Port property



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
4

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

September 2015 Legislative Report

Recommendation:

Adopt Resolution No. 2015-0083, approving the September 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 September 2015 Legislative Report updates Board members on legislative activities that have taken place during the months of July and August. 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 adjourn its regular session on September 11, 2015. The Legislature will continue to consider transportation infrastructure related bills during the extraordinary session convened for that purpose.

Federal Legislative Action

The Authority's legislative team recommends that the Board adopt a SUPPORT position on S.1608, The Consumer Safety Drone Act (Feinstein). This legislation would require the Administrator of the Federal Aviation Administration to enact regulations governing the operation of consumer drones.

Congress reconvened from its summer legislative recess on September 8, 2015.

Fiscal Impact:

Not applicable.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

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

Application of Inclusionary Policies:

Not applicable.

Prepared by:

MICHAEL KULIS
DIRECTOR, INTER-GOVERNMENTAL RELATIONS

RESOLUTION NO. 2015-0083

A RESOLUTION OF THE BOARD OF THE SAN
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
APPROVING THE SEPTEMBER 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 September 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 17th day of September, 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

September 2015 Legislative Report

State Legislation

Legislation/Topic

SB 272 (Hertzberg) – The California Public Records Act: local agencies: inventory

Background/Summary

This bill would amend 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

If enacted, this bill would require 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: 5/7/15 – Approved by Senate on a vote of 37-0
8/19/15 – Approved by Assembly Committee on Appropriations on a vote of 17-0 and ordered to third reading

Position: Oppose (7/23/15)

Legislation/Topic

AB 1422 (Cooper) - Transportation Network Companies

Background/Summary

This bill would require a transportation network company (TNC) to participate in the California Department of Motor Vehicles pull-notice system. Participation in the pull-notice system would 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: 6/2/15 - Approved by Assembly on a vote of 78-0
8/17/15 - Approved by Senate Committee on Appropriations and ordered to third reading

Position: Support (5/21/15)

Legislation/Topic

AB 1347 (Chiu) – Public contracts: claims

Background/Summary

This bill would establish, 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 define 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 require a public agency to respond to a claim within forty-five days. Under the bill, public entities could be subject to non-binding mediation for disputed claims by contractors and subcontractors.

Anticipated Impact/Discussion

The enactment of this bill is expected to have a negative impact on the Authority's contracting process and create additional opportunities for delay, conflict, and additional costs.

Status: 6/3/15 – Approved by Assembly on a vote of 76-0
8/24/15- Referred to Senate Committee on Appropriations suspense file

Position: Oppose (4/23/15)

Legislation/Topic

AB 341 (Achadjian) – Financial Affairs: reports

Background/Summary

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

** Shaded text represents new or updated legislative information*

unavailable. This bill would also extend the amount of time in which the report is required to be furnished to the Controller from 90 days to seven months. AB 341 would also require information regarding the annual compensation of a local agency's elected officials, officers, and employees to be submitted to the Controller.

Anticipated Impact/Discussion

Authority staff will be required to comply with these new reporting requirements.

Status: 7/2/15 – Signed into law by the Governor

Position: Watch (3/19/15)

Legislation/Topic

AB 451 (Bonilla) – Private Parking Facilities

Background/Summary

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

Anticipated Impact/Discussion

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

Status: 8/11/15 – Signed into law by the Governor

Position: Watch (3/19/15)

Legislation/Topic

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

Background/Summary

This bill would require 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 authorize 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 create an opportunity for reduced insurance rates for property owners. This bill will be monitored by staff for any potential opportunities at San Diego International Airport.

**Shaded text represents new or updated legislative information*

Status: 5/14/15 – Approved by Assembly on a vote of 78-0
8/17/15 – Approved by Senate Committee on Appropriations and ordered to third reading

Position: Watch (3/19/15)

Legislation/Topic

AB 828 (Low) – Vehicles: transportation network companies

Background/Summary

This bill would exclude from the definition of “commercial vehicle” for purposes of the California Vehicle Code, any motor vehicle operated in connection with a transportation network company if specified conditions are satisfied.

Anticipated Impact/Discussion

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

Status: 5/4/15 – Approved by Assembly on a vote of 71-1
7/7/15- Approved by Senate Committee on Transportation and Housing on a vote of 6-5 and referred to Senate Committee on Energy, Utilities and Commerce

Position: Watch (4/23/15)

Legislation/Topic

AB 863 (Dodd) – Modified limousines: passenger safety

Background/Summary

This bill would require 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 bill is being monitored by the Authority’s legislative team for any potential impact to ground transportation operations at San Diego International Airport.

Status: 4/16/15 - Approved by Assembly on a vote of 77-0
8/18/15 – Ordered to third reading in Senate

Position: Watch (4/23/15)

**Shaded text represents new or updated legislative information*

Legislation/Topic

AB 1015 (Bloom) – Parking: car share vehicles

Background/Summary

This bill would authorize a local authority to, by ordinance or resolution, designate certain streets or portions of streets for the non-exclusive parking privilege of motor vehicles participating in a car share program or ridesharing program.

Anticipated Impact/Discussion

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

Status: 7/2/15 – Signed into law by the Governor

Position: Watch (4/23/15)

Legislation/Topic

AB 1360 (Ting) – Charter-party carriers of passengers: individual fare exemption

Background/Summary

This bill would allow TNCs and charter-party carriers of passengers to charge fares based on vehicle mileage or time of use basis, rather than on an individual-fare basis in certain situations. This would occur for rides among multiple passengers who share the ride in whole or in part, provided that the fare for each passenger is less than the fare that would be charged to a single passenger travelling alone.

Anticipated Impact/Discussion

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

Status: 5/22/15- Approved by Assembly on a vote of 73-0
7/1/15 – Approved by Senate Committee on Transportation and Housing on a vote of 11-0 and referred to Committee on Energy, Utilities and Communications

Position: Watch (4/23/15)

Legislation/Topic

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

Background/Summary

This bill would, beginning on Jan. 1, 2017, expand current prohibitions on elected members of a state or local body, board, or commission from having a financial interest in contract decisions in which they are involved. The expansion proposed in SB 330

**Shaded text represents new or updated legislative information*

would prohibit the spouses, children, parents and siblings of the elected members from having a financial interest in such contract decisions.

Anticipated Impact/Discussion

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

Status: 6/2/15 – Approved by Senate on a vote of 40-0
8/17/15- Approved by Assembly Committee on Local Government and referred to Assembly Committee on Appropriations

Position: Watch (4/23/15)

Legislation/Topic

SB 541 (Hill) – Public Utilities Commission: transportation companies

Background/Summary

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

Status: 6/3/15 – Approved by Senate on a vote of 40-0
7/14/15 – Approved by Assembly Committee on Public Safety on a vote of 7-0 and placed on Assembly Committee on Appropriations suspense file

Position: Watch (4/23/15)

Federal Legislation

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.

Anticipated Impact/Discussion

This bill will be 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 Federal Aviation Administration operations and \$3.35 billion, the full authorized level, for the Airport Improvement Program. This bill will provide funding for 14,500 air traffic controllers, 7,400 safety inspectors and operational support. The bill will 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 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)

**Shaded text represents new or updated legislative information*

Legislation/Topic

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

Background/Summary

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

Anticipated Impact/Discussion

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

Status: 2/10/15 – Approved by the House on a vote of 411-1
8/5/15 – Approved by the Senate on a vote of unanimous consent

Position: Watch (2/19/15)

Legislation/Topic

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

Background/Summary

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

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

Position: Watch (2/19/15)

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 relating particularly 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 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. Specifically, 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 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)

**Shaded text represents new or updated legislative information*

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)

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.

**Shaded text represents new or updated legislative information*

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, 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 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

The amendment would assist Authority operations staff in maintaining public safety and 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

**Shaded text represents new or updated legislative information*



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
5

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Appointments to Board Committees, Liaison Positions, Other Representative and Alternate Positions

Recommendation:

Adopt Resolution No. 2015-0084, appointing April Boling as Chair and Greg Cox as Vice Chair of the Finance Committee.

Background/Justification:

Authority Policy 1.20 establishes a policy for the formation of committees of and for the Board. Authority Policy 1.50 (5)(c), "Standing Board Committees", establishes four Board standing committees.

On February 19, 2015, the Board voted to appoint Greg Cox and April Boling as Chair and Vice Chair of the Finance Committee respectively.

The Chair of the Board is requesting that April Boling be appointed as Chair of the Finance Committee, and Greg Cox as Vice Chair.

Pursuant to California Code of Regulation Section 18705.5, *Materiality Standard: Financial Interest in a Personal Financial Effect*, the Authority is required to post on its website, an F.P.P.C. Form 806 (See Exhibit A), listing all paid appointed positions on boards, committees, or commissions of a public agency, prior to the appointments being made.

Fiscal Impact:

Legislation limits compensation for Board Members to \$200 per day of service, with a maximum of eight (8) days per month. Adequate funds for Board Member compensation are included in the Authority Board Department adopted FY 2016 and conceptually approved FY 2017 Operating Expense Budgets within the Authority Board, Services – Other 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. 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 § 21065.

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

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

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

**Agency Report of:
Public Official Appointments**

A Public Document

1. Agency Name San Diego County Regional Airport Authority		California Form 806 For Official Use Only	
Division, Department, or Region (If Applicable)			
Designated Agency Contact (Name, Title) Tony R. Russell, Dir. Corporate & Information Governance/Authority Clerk			
Area Code/Phone Number 619/400-2550	E-mail trussell@san.org	Page <u>1</u> of <u>2</u>	Date Posted: <u>9/10/15</u> <small>(Month, Day, Year)</small>

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
	▶ Name <u>Alvarez, David</u> <small>(Last, First)</small> Alternate, if any <u>See attached</u> <small>(Last, First)</small>	▶ <u>2 / 19 / 15</u> <small>Appt Date</small> <u>1 Year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200.00</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>\$19,200</u> <small>Other</small>
	▶ Name <u>Boling, April C.</u> <small>(Last, First)</small> Alternate, if any <u>See attached</u> <small>(Last, First)</small>	▶ <u>2 / 19 / 15</u> <small>Appt Date</small> <u>1 Year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200.00</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>\$19,200</u> <small>Other</small>
	▶ Name <u>Cox, Greg</u> <small>(Last, First)</small> Alternate, if any <u>See attached</u> <small>(Last, First)</small>	▶ <u>2 / 19 / 15</u> <small>Appt Date</small> <u>1 Year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200.00</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>\$19,200</u> <small>Other</small>
	▶ Name <u>Desmond, Jim</u> <small>(Last, First)</small> Alternate, if any <u>See attached</u> <small>(Last, First)</small>	▶ <u>2 / 19 / 15</u> <small>Appt Date</small> <u>1 Year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200.00</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>\$19,200</u> <small>Other</small>

3. Verification

I have read and understand FPPC Regulation 18705.5. I have verified that the appointment and information identified above is true to the best of my information and belief.

Tony R. Russell Tony R. Russell Authority Clerk 9/17/15
Signature of Agency Head or Designee Print Name Title (Month, Day, Year)

Comment: _____

**Agency Report of:
Public Official Appointments
Continuation Sheet**

1. Agency Name San Diego County Regional Airport Authority	Date Posted: <u>9/10/15</u> <small>(Month, Day, Year)</small>
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Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
	▶ Name <u>Gleason, Robert H.</u> <small>(Last, First)</small> Alternate, if any <u>See attached</u> <small>(Last, First)</small>	▶ <u>2 / 19 / 15</u> <small>Appt Date</small> ▶ <u>1 Year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200.00</u> ▶ Estimated Annual: <u>+ \$500.00/month</u> <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>25,200</u> <small>Other</small>
	▶ Name <u>Hubbs, Lloyd</u> <small>(Last, First)</small> Alternate, if any <u>See attached</u> <small>(Last, First)</small>	▶ <u>2 / 19 / 15</u> <small>Appt Date</small> ▶ <u>1 Year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200.00</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>\$19,200</u> <small>Other</small>
	▶ Name <u>Janney, Jim</u> <small>(Last, First)</small> Alternate, if any <u>See attached</u> <small>(Last, First)</small>	▶ <u>2 / 19 / 15</u> <small>Appt Date</small> ▶ <u>1 Year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200.00</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>\$19,200</u> <small>Other</small>
	▶ Name <u>Robinson, Paul</u> <small>(Last, First)</small> Alternate, if any <u>See attached</u> <small>(Last, First)</small>	▶ <u>2 / 19 / 15</u> <small>Appt Date</small> ▶ <u>1 Year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200.00</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>\$19,200</u> <small>Other</small>
	▶ Name <u>Sessom, Mary</u> <small>(Last, First)</small> Alternate, if any <u>See attached</u> <small>(Last, First)</small>	▶ <u>2 / 19 / 15</u> <small>Appt Date</small> ▶ <u>1 Year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>200.00</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>\$19,200</u> <small>Other</small>
	▶ Name _____ <small>(Last, First)</small> Alternate, if any _____ <small>(Last, First)</small>	▶ _____ <small>Appt Date</small> ▶ _____ <small>Length of Term</small>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <small>Other</small>

RESOLUTION NO. 2015-0084

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY APPOINTING APRIL BOLING AS
CHAIR AND GREG COX AS VICE CHAIR OF THE
FINANCE COMMITTEE

WHEREAS, Authority Policy Section 1.20 establishes a policy for the formation of committees of and for the Board and Authority Policy Section 1.50 (5)(c) establishes certain Board committees; and

WHEREAS, on February 19, 2015, the Board voted to appoint Greg Cox and April Boling as Chair and Vice Chair of the Finance Committee respectively; and

WHEREAS, the Chair of the Board wishes to appoint April Boling as Chair of the Finance Committee, and Greg Cox as Vice Chair of the Finance Committee.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the appointment of April Boling as Chair and Greg Cox as Vice Chair of the Finance Committee, as highlighted in "Attachment A"; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 17th day of September, 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

Effective 9/17/15

San Diego County Regional Airport Authority Board Committee, Liaison and Representative Appointments

STANDING COMMITTEES

Executive Committee		
<i>Hold Monthly Meetings</i>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Robert H. Gleason (Chair)	February 2012	
Paul Robinson	February 2014	February 2016
Lloyd Hubbs	February 2015	February 2016
Finance Committee		
April Boling (Chair)	February 2015	February 2016
Greg Cox (Vice Chair)	February 2015	February 2016
David Alvarez	February 2015	February 2016
Jim Janney	February 2015	February 2016
Mary Sessom	February 2015	February 2016
Audit Committee		
<i>Hold Quarterly Meetings</i>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Paul Robinson (Chair)	February 2015	February 2016
Lloyd Hubbs (Vice Chair)	February 2015	February 2016
Robert H. Gleason	February 2015	February 2016
Mary Sessom	February 2015	February 2016
Andrew Hollingworth*	July 2013	June 2016
Jack Van Sambeek*	July 2015	June 2018
Don Tarte*	July 2014	June 2017
<small>*Public Members Added Pursuant to SB 10</small>		
Executive Personnel and Compensation Committee		
<i>Hold Quarterly Meetings</i>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Jim Desmond (Chair)	February 2015	February 2016
Mary Sessom (Vice Chair)	February 2015	February 2016
Greg Cox	February 2015	February 2016
Lloyd Hubbs	February 2015	February 2016
Jim Janney	February 2015	February 2016
Capital Improvement Program Oversight Committee		
<i>Hold Quarterly Meetings</i>		
<u>Name</u>	<u>Appointed</u>	<u>Term Expiration</u>
Lloyd Hubbs (Chair)	February 2015	February 2016
David Alvarez (Vice Chair)	February 2015	February 2016
April Boling	February 2015	February 2016
Robert H. Gleason	February 2015	February 2016
Paul Robinson	February 2015	February 2016

REPRESENTATIVES (EXTERNAL)

SANDAG Transportation Committee		
Name	Appointed	Term Expiration
David Alvarez (Primary)	February 2015	February 2016
Lloyd Hubbs (Alternate)	February 2015	February 2016

REPRESENTATIVES (INTERNAL)

Authority Advisory Committee		
Name	Appointed	Term Expiration
Paul Robinson (Primary)	February 2015	February 2016
April Boling (Alternate)	February 2015	February 2016

Art Advisory Committee		
Name	Appointed	Term Expiration
Robert H. Gleason	February 2015	February 2016

LIAISONS

Military Affairs		
Name	Appointed	Term Expiration
Colonel John Farnam		

World Trade Center		
Name	Appointed	Term Expiration
Robert Gleason (Primary)	February 2015	February 2016
David Alvarez (Alternate)	February 2015	February 2016

Port		
Name	Appointed	Term Expiration
Robert Gleason	February 2015	February 2016
Greg Cox	February 2015	February 2016
Paul Robinson	February 2015	February 2016

Caltrans		
Name		
Laurie Berman		

Inter-Governmental Affairs		
Name	Appointed	Term Expiration
Greg Cox	February 2015	February 2016

Airport Land Use Compatibility Plan for San Diego International Airport		
Name	Appointed	Term Expiration
Jim Janney	February 2015	February 2016



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

Item No.

6

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Appointment of Authority Advisory Committee Members

Recommendation:

Adopt Resolution No. 2015-0085, approving appointments to the Authority Advisory Committee.

Background/Justification:

The Authority's Advisory Committee was established to facilitate input from community stakeholders and subject matter experts regarding Authority planning and development activities. The 18-member Committee is governed by the provisions of Authority Policy 1.21. While the Board is responsible for approving the appointments of all members of the Committee, nominations are received from various sources as follows:

(Seats 1 – 6) The President/CEO shall nominate individuals to fill seats representing each of the following categories:

- (1) airport management;
- (2) passenger and freight air transportation operations and economics;
- (3) general aviation;
- (4) the natural environment;
- (5) local government; and
- (6) the campuses of the University of California and the California State Universities in the region.

(Seats 7 – 14) The Presidents of the organizations listed below may each nominate one individual. As shown below, in some cases, the nominating organization rotates among different organizations at the conclusion of each two year term.

- (7) San Diego Regional Economic Development Corporation
- (8) Rotation among:
 - a. San Diego North Economic Development Council
 - b. East County Economic Development Council
 - c. South County Economic Development Council
- (9) San Diego Regional Chamber of Commerce
- (10) Rotation among:
 - a. CleanTECH San Diego
 - b. BIOCOM

c. CONNECT

- (11) Metropolitan Transit System
- (12) North County Transit District
- (13) San Diego County Taxpayers Association
- (14) San Diego Convention and Visitors Bureau

(Seat 15) The District Director of the California Department of Transportation for the San Diego Region or his/her designee serves in this seat.

(Seat 16) The representative of the United States Department of Defense currently serving on the Board or his/her designee serves in this seat.

(Seats 17 – 18) Two seats are reserved for members of the general public. Whenever a vacancy occurs in one of these seats, a notice is issued by the Authority. The Chief Auditor and Vice President of Development, jointly review and nominate individuals to serve in these two seats.

NOMINATIONS TO FILL OPEN SEATS

The terms of 10 Advisory Committee members expire on October 7, 2015.

Nominations have been received for each of the 10 seats with terms commencing on October 8, 2015. Under Policy 1.21, terms of Advisory Committee appointments are two years. The name and biographical information of each nominee, category represented by the nominee, and the source of the nomination are listed below.

Seat 2: JIM PANKNIN (reappointment) – James “Jim” Panknin has worked in aviation-related activities for over 25 years. He is a graduate of the University of Southern California with a bachelor’s in aerospace engineering. He has also obtained an MBA from UCSD’s Rady School of Management. A veteran of the United States Marine Corps, Mr. Panknin flew helicopters and turboprop aircraft at airports all over the world. He currently works as a chief pilot for Schubach Aviation, a leading San Diego private air charter company. Mr. Panknin previously served three years as president of Executive Flight Support, Inc., in Santee, a company that provides aircraft management, and contract aviation support services. He was also a chief pilot for Jimsair Aviation in San Diego. Mr. Panknin served as a board member of the San Diego County Regional Airport Authority from 2006-2013 and is a resident of Santee, CA. (Category: Passenger and Freight Air Transportation Operations and Economics; Nominated by: Thella Bowens, President/CEO, San Diego County Regional Airport Authority)

Seat 3: PETER DRINKWATER (reappointment) – Peter Drinkwater is the Airports Director for the County of San Diego and is responsible for the management of all eight County of San Diego airports. He served in the U.S. armed forces as both an enlisted member and officer before retiring as a lieutenant colonel. Mr. Drinkwater received a master’s degree in public/business administration and a bachelor’s degree in industrial psychology/management and is also a licensed pilot. (Category: General Aviation; Nominated by: Thella Bowens, President/CEO, San Diego County Regional Airport Authority)

Seat 4: DR. EMILY YOUNG – Dr. Young serves as Vice President of Community Impact at The San Diego Foundation, working with donors, nonprofits, volunteers and other community partners to direct charitable giving to the region’s critical needs through initiatives to help all San Diegans work, enjoy, live and learn in a vibrant region. Dr. Young first joined The Foundation to start its Environment Program, focused on three areas: protecting and connecting an interconnected network of our region’s natural lands, community-based efforts to ensure clean air and water and revitalize neighborhood green space, and regional efforts to address climate change by reducing carbon pollution and preparing for changes that are coming. Before joining The Foundation, Dr. Young was an assistant professor at the University of Arizona, where she taught courses on environment and society, geography and Latin America. She has also volunteered and served on boards for a variety of environmental organizations and advisory committees. Dr. Young was awarded the 2011 Nicholas P. Bollman Award, which recognizes Smart Growth Leaders Who Inspire through Values and Actions. (Category: The Natural Environment; Nominated by: Thella Bowens, President/CEO, San Diego County Regional Airport Authority)

Seat 5: DEANNA SPEHN (reappointment) – Ms. Spehn is the Senior Policy Director for California Assembly Speaker Toni Atkins, who represents the 78th Assembly District. She is responsible for legislation and serves as liaison to local jurisdictions on issues such as the environment, airports, municipal governments, transportation, water and economic development. Among other previous positions, she served as Policy Director for nine years for State Senator Christine Kehoe; as President of Public Policy Strategies, a division of Tom Shepard & Associates; as a Senior Policy Analyst for Mayor Susan Golding; and a Consultant to the San Diego City Council Committee on Rules, Finance and Intergovernmental Relations. (Category: Local Government; Nominated by: Thella Bowens, President/CEO, San Diego County Regional Airport Authority)

Seat 6: MEGAN COLLINS (reappointment) – Megan Collins is the Chief of Staff to the President at San Diego State University (SDSU). Prior to her assumption of this role, she served as SDSU’s Director of Government and Community Relations. Ms. Collins is a graduate of Point Loma Nazarene University and served as their Director of Public Affairs prior to her employment at SDSU. She resides in East County San Diego. (Category: The Campuses of the University of California and the California State Universities in the Region; Nominated by: Thella Bowens, President/CEO, San Diego County Regional Airport Authority)

Seat 8: CINDY GOMPPER-GRAVES – Cindy Gompper-Graves is President and CEO for the South County Economic Development Council (SCEDC). Ms. Gompper-Graves was appointed to this position in December 2003 as the first full-time Executive Director of the organization. Prior to joining the SCEDC, she was the manager of the Trade and Business Development Office with the County of San Diego, where she led the County's economic development and business assistance efforts. Ms. Gompper-Graves was appointed to head that office in 1995 with a goal to improve the region's economic prosperity. Ms. Gompper-Graves has unique experience in both the public and private sector. She was the County's first Public Outreach Coordinator and has led building permit issuance for North County. Additionally, she has a variety of broadcast and marketing experience gained during her 9-year career with several radio stations. (Category: Regional Economic Development; Nominated by: Cindy Gompper-Graves, President/CEO, South County Economic Development Council)

Seat 10: NATE TURNBULL – Mr. Turnbull is CONNECT's Vice President of Public Policy. He is responsible for working on CONNECT's strategic policy initiatives, liaising with CONNECT members, and working with public officials to advocate for policy that supports and grows the innovation economy. Mr. Turnbull brings with him nearly 20 years of professional experience in strategy, public policy, and finance; including six years in the Executive Branch. Most recently, he served as a Special Assistant to the President at the White House, where he led the team that collaborated with the National Economic Council, the Council of Economic Advisers, and Domestic Policy Council to appoint and manage individuals with oversight over the nation's economic policy and financial security. Before serving at the White House, Mr. Turnbull spent five years at the U.S. Department of Transportation (DOT) as part of Secretary Ray LaHood's leadership team that was responsible for directing an agency of 50,000 employees and a budget of over \$70 billion. In his role, he also worked closely with the leadership at the Federal Aviation Administration (FAA) on a broad range of issues, including the passage of the \$63 billion funding bill and the increase in Unmanned Aerial Vehicle (UAV) activity. (Category: Business, Including the Technology Sector of the Economy; Nominated by: Greg McKee, President/CEO, CONNECT)

Seat 12: JOHNNY DUNNING (reappointment) – Mr. Dunning is the Deputy Chief Operations Officer- Service Planning with the North County Transit District (NCTD). Prior to arriving at NCTD, he spent over 13 years with the Metropolitan Atlanta Rapid Transit Authority (MARTA) in Atlanta, Georgia, departing as the Senior Director of Planning. He obtained master's degrees in civil engineering and city planning from the Georgia Institute of Technology and a bachelor's of science degree in civil engineering from Southern University. (Category: Local Public Transit Authorities; Nominated by: Matthew Tucker, Executive Director, North County Transit District)

Seat 12: FREDERICK LADT – Mr. Ladts has 20 years of experience as a Chief Executive Officer (CEO) for companies with domestic and international customers. In addition to his years as a CEO, he currently runs a family-owned consulting firm specializing in business management, occupational safety and risk management. Mr. Ladts earned a Bachelor of Science from Georgia Tech in chemical engineering and a Master of Business Administration from Vanderbilt. He also served as a member and secretary of the Barkley Regional Airport Board in Paducah, Kentucky. (Category: Other Groups and

Page 5 of 5

Residents of San Diego County; Nominated by: Mark Burchyett, Chief Auditor; and Jeffrey Woodson, Vice President, Development, San Diego County Regional Airport Authority)

Seat 18: ROBERT ORR, M.D. (reappointment) – Dr. Orr is a practicing physician with multiple offices in San Diego County. He is chief of cardiovascular diseases at an area hospital. He has developed several community programs around the country and gives lectures in the community to promote cardiovascular health. In addition to his professional responsibilities, he is a pilot with a lifelong interest in aviation. (Category: Other Groups and Residents of San Diego County; Nominated by: Mark Burchyett, Chief Auditor; and Jeffrey Woodson, Vice President, Development, San Diego County Regional Airport Authority)

Staff recommends that the board appoint each of the individuals listed above.

Fiscal Impact:

Funds for Advisory Committee meetings are included in the annual 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. 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:

MATTHEW C. HARRIS
SENIOR DIRECTOR, ASSETS & ALLIANCES

RESOLUTION NO. 2015-0085

A RESOLUTION OF THE BOARD OF THE SAN
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
APPROVING APPOINTMENTS TO THE
AUTHORITY ADVISORY COMMITTEE

WHEREAS, California Public Utilities Code §170054 requires the establishment of an advisory committee ("Advisory Committee") to assist the San Diego County Regional Airport Authority ("Authority") in performing its responsibilities related to the planning and development of all airport facilities for the County of San Diego; and

WHEREAS, the Board of the Authority desires to have timely and qualitative input from a diverse community in the planning and development of airport facilities; and

WHEREAS, pursuant to Authority Policy 1.21, nominations for seats on the Advisory Committee are received from various sources; and

WHEREAS, the terms of ten (10) Advisory Committee seats expire on October 7, 2015, and nominations for the appointments and reappointments to those seats were received; and

WHEREAS, The Board desires to appoint to the Advisory Committee individuals whose nominations were received pursuant to Authority Policy 1.21.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the appointment of the individuals listed in italics on "Attachment A" as members of the Advisory Committee for the terms of service stated; 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 17th day of September, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY RUSSELL
DIRECTOR, CORPORATE
& INFORMATION GOVERNANCE/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

ATTACHMENT A

San Diego County Regional Airport Authority

Advisory Committee Members

	Seat	Appointed	Term Ends
Airport Management			
Oris Dunham	1	10/07/14	10/07/16
Passenger and Freight Air Transportation Operations and Economics			
<i>Jim Panknin</i>	2	10/08/15	10/08/17
General Aviation			
<i>Peter Drinkwater</i>	3	10/08/15	10/08/17
The Natural Environment			
<i>Emily Young</i>	4	10/08/15	10/08/17
Local Government			
<i>Deanna Spehn</i>	5	10/08/15	10/08/17
The Campuses of the University of California and the California State Universities in the Region			
<i>Megan Collins</i>	6	10/08/15	10/08/17
Regional Economic Development			
Lauree Sahba	7	10/07/14	10/07/16
<i>Cindy Gompper-Graves</i>	8	10/08/15	10/08/17
Business, Including the Technology Sector of the Economy			
Jerry Sanders	9	10/07/14	10/07/16
<i>Nate Turnbull</i>	10	10/08/15	10/08/17
Local Public Transit Authorities			
Harry Mathis	11	10/07/14	10/07/16
<i>Johnny Dunning</i>	12	10/08/15	10/08/17
The Department of Transportation			
Chris Schmidt	15	10/07/14	10/07/16
The United States Department of Defense			
Col. Carl Huenefeld II (Ret.)	16	10/07/14	10/07/16
Other Groups and Residents of San Diego County			
Theresa Andrews	13	10/07/14	10/07/16
Joe Terzi	14	10/07/14	10/07/16
<i>Frederick Ladt</i>	17	10/08/15	10/08/17
<i>Robert Orr, M.D.</i>	18	10/08/15	10/08/17



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

**Item No.
7**

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Amend Authority Policy 8.60 – Records Retention and Authority Policy 8.61 - Document Reproduction for the Public

Recommendation:

Adopt Resolution No. 2015-0086, amending Authority Policy 8.60 Records Retention, and Authority Policy 8.61 - Document Reproduction for the Public.

Background/Justification:

Authority Policy 8.60 Records Retention was originally adopted by Board Resolution No. 2002-02 on September 20, 2002, to establish a policy for identifying, receiving, retaining, storing, protecting and disposing of records of the San Diego County Regional Airport Authority ("Authority"). The proposed amendments are necessary to align the policy with current laws, regulations, and Authority practice and to more clearly define the responsible parties and their roles.

Authority Policy 8.61 was originally adopted by Board Resolution No. 2002-02 on September 20, 2002, to establish a schedule of charges for furnishing copies of official documents of the San Diego County Regional Airport Authority ("Authority") to the public. The proposed amendments are necessary to align the policy with current laws and regulations, to update the fee structure to reflect the Authority's current costs for furnishing copies of public records upon request, and to more clearly define the responsible party and their role.

Fiscal Impact:

None

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 & INFORMATION GOVERNANCE

RESOLUTION NO. 2015-0086

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AMENDMENTS TO AUTHORITY POLICY 8.60 – RECORDS RETENTION, AND AUTHORITY POLICY 8.61 - DOCUMENT REPRODUCTION FOR THE PUBLIC

WHEREAS, San Diego County Regional Airport Authority (“Authority”) Policy 8.60 was originally adopted by Board Resolution No. 2002-02 on September 20, 2002, establishing a policy for identifying, receiving, retaining, storing, protecting and disposing of records of the Authority; and

WHEREAS, Authority Policy 8.61 was originally adopted by Board Resolution No. 2002-02 on September 20, 2002, establishing a schedule of charges for furnishing copies of official documents of the Authority to the members of the public; and

WHEREAS, Authority Policy 8.60 as amended, is necessary to align the Policy with current laws, regulations, and Authority practice, and to more clearly define the responsible parties and their roles; and

WHEREAS, Policy 8.61 as amended, is necessary to align the Policy with current laws and regulations, and to update the fee structure to reflect the Authority’s current charges for furnishing copies of public records upon request.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby amends Authority Policy 8.60 (Exhibit A) – Records Retention, and Authority Policy 8.61 (Exhibit B) – Document Reproduction for the Public; and

BE IT FURTHER RESOLVED that the Board finds that this Board action is not a “project” as defined by the California Environmental Quality Act (CEQA), Cal Pub. Res. Code §21065; and is not a “development” as defined by the California Coastal Act, Cal Pub. Res. Code §30106.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 17th day of September, 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 8.60 - RECORDS AND INFORMATION MANAGEMENT**
-

PURPOSE: To establish a policy for the proper and efficient management of the records and information of the San Diego County Regional Airport Authority (“Authority”), regardless of format. This policy affirms the Authority’s commitment to proper and economical stewardship of the records and information created and received in conjunction with its operations.

(1) Development and Maintenance of a Records and Information Management Program.

The Director, Corporate and Information Governance/Authority Clerk (“**Clerk**”) or his or her designee shall manage the continued development and maintenance of a Records and Information Management Program (“**Program**”) that shall apply to the Authority and all of its departments. The Clerk shall provide guidance to the Authority’s officers, employees and consultants with respect to the specific requirements of the Program.

The purpose of the Program is to provide for the proper and efficient management of the records and information of the Authority. The objectives of the Program shall be:

(a) Compliance with Law. The Authority’s officers, employees, and consultants shall retain all necessary records and information in accordance with the Authority’s Program and all associated federal, state, and local laws.

(b) Availability and Accessibility. The Authority shall retain each record in a manner sufficient to ensure that such record is authentic, reliable, accessible, secure and useable for so long as the availability of such record is reasonably necessary for legal, fiscal, administrative, or historical purposes.

(c) Cost Reduction. The Authority shall economically and efficiently manage records and information throughout their lifecycle. Departments shall create only those records operationally necessary and/or required by law, classify and maintain records in such a way as to ensure their availability and accessibility, and discard all records and information according to the adopted records retention schedules.

(2) Ownership.

All records and information shall be the property of the Authority and, in this regard, outgoing officers, employees, and consultants shall deliver such records and information to the Authority.

(3) Review of the Retention Schedule.

At least biennially, the Authority shall review the Retention Schedules to determine whether legal or operational requirements warrant any amendments thereto.

[Resolution No. 2002-02 dated September 20, 2002.]
[Superceded by Resolution No. _____ dated _____.]

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

POLICIES

- ARTICLE 8 - GENERAL OPERATIONS**
PART 8.6 - DOCUMENTS AND RECORDS
SECTION 8.61 - PROVIDING COPIES OF PUBLIC RECORDS
-

PURPOSE: To establish a policy and fee schedule for providing copies of public records of the San Diego County Regional Airport Authority (the “**Authority**”) to the public.

The California Public Records Act (CPRA), Government Code §6250-6270, requires state and local government agencies to disclose non-exempt public records to the public upon request. Therefore the terms of the California Public Records Act are hereby incorporated by reference and constitute the Public Records Request Policy of the Authority.

POLICY STATEMENT:

The following fee schedule was developed in accordance with the CPRA:

- (1) Copies of public records shall be provided to the Public by the Director, Corporate & Information Governance/Authority Clerk (the “**Clerk**”) upon payment of the following fees, unless statutory fees apply:
 - (a) Documents - \$.20 per page
 - (b) Large Format Copies - \$3.00 per sheet
 - (c) CD/DVD - \$1.00; and
 - (d) Certification - \$1.00 per document
- (2) When a member of the public requests that the records be mailed, said requester will incur the direct cost of shipping the records as charged by the United States Postal Service or requested shipping service.
- (3) When existing records are requested in electronic format, charges shall be assessed in accordance with the CPRA.
- (4) When copies of records must be sent to an outside copy service for reproduction, the requester will incur the direct cost of duplication as assessed to the Authority by the copy service.

(3) Upon written request by any person, one copy of the Board or Committee agenda, minutes, or all of the documents constituting the agenda packet of the Authority shall be furnished upon payment of the following fees, plus any applicable shipping costs:

- (a) Agenda: \$1.00
- (b) Minutes \$1.50
- (c) Agenda Packet: \$40.00

(5) It shall be the duty of the Clerk to respond to requests for copies or inspection of public records and to manage the production of records in compliance with the CPRA.

(6) The President/CEO or his or her designee may revise the fees and charges set forth in this policy and add additional fees and charges from time to time.

[Resolution No. 2002-02 dated September 20, 2002.]

[Superseded by Resolution No. _____ dated _____.]



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

**Item No.
8**

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Grant an Electrical Easement to the City of San Diego

Recommendation:

Adopt Resolution No. 2015-0087, authorizing the President/CEO to negotiate and execute an electrical easement with the City of San Diego in support of the Terminal Link Road project.

Background/Justification:

The Terminal Link Road ("TLR") project is a key component of the north side development by providing access from San Diego International Airport passenger terminals to the Rental Car Center. The TLR project includes the construction of a perimeter road that begins at the southerly end of Sassafras Street and terminates at a new signalized intersection on North Harbor Drive, near the U.S. Coast Guard ("USCG") Station.

The TLR project is constructing the new signalized traffic intersection at N. Harbor Drive near the USCG Station as well as improving two existing signalized traffic intersections; one along N. Harbor Drive and the other at Pacific Highway and Palm Street. Each intersection contains public electrical infrastructure such as electrical wiring, conduit and pull boxes. Improving the signalized traffic equipment at Pacific Highway and Palm Street necessitates that an Electrical Easement ("Easement") be granted to the City for approximately 3,120 square feet of area as depicted on Exhibit "A" attached hereto.

The Easement is necessary to allow completion of the TLR project in accordance to the construction plans and provide the City the right to maintain, operate and repair public electrical infrastructure at their costs, including any and all appurtenances thereto, together with the right to ingress and egress along the Easement area.

The property covered by the subject Easement is leased by the Authority from the San Diego Unified Port District ("Port") under a Lease dated December 17, 2002 (Authority Document No. LE-0008). The duration of the term for the proposed Easement will be coterminous with the term of the Authority's Lease from the Port which expires on December 31, 2068, and any extensions thereof, and may only be terminated earlier pursuant to the provisions set forth in the California Streets and Highways Code and the City's Municipal Code.

Fiscal Impact:

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

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.

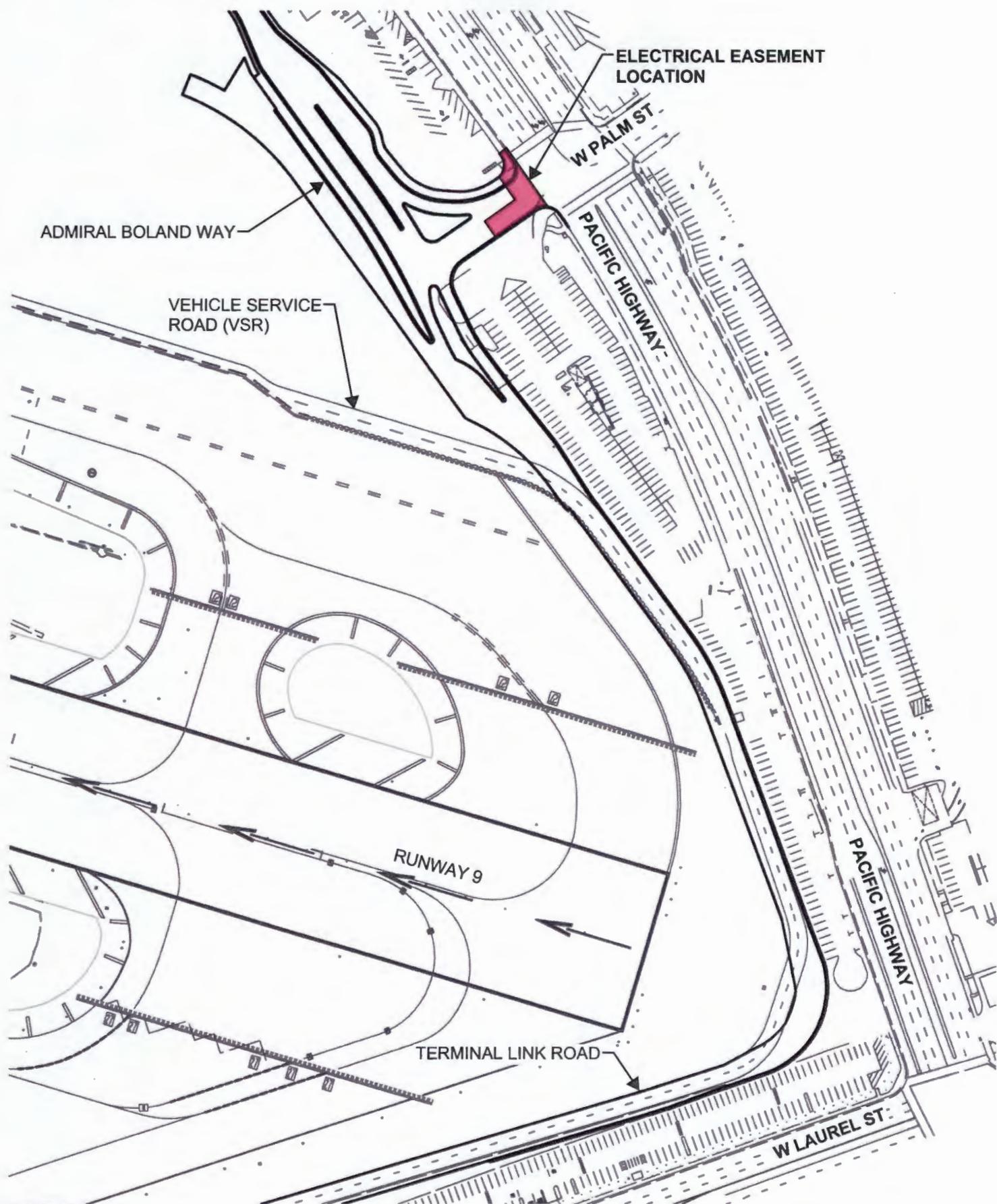
B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

SUSAN C. DIEKMAN
REAL ESTATE MANAGER



ELECTRICAL EASEMENT LOCATION

W PALM ST

ADMIRAL BOLAND WAY

VEHICLE SERVICE ROAD (VSR)

PACIFIC HIGHWAY

RUNWAY 9

TERMINAL LINK ROAD

PACIFIC HIGHWAY

W LAUREL ST

LEGEND:

PROPOSED ELECTRICAL EASEMENT (3,116 SQ. FT.)

EXHIBIT

Scale: 1" = 150'

RESOLUTION NO. 2015-0087

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY AUTHORIZING THE PRESIDENT/CEO
TO NEGOTIATE AND EXECUTE AN ELECTRICAL
EASEMENT WITH THE CITY OF SAN DIEGO IN
SUPPORT OF THE TERMINAL LINK ROAD
PROJECT

WHEREAS, the San Diego County Regional Airport Authority ("Authority") currently leases Airport property from the San Diego Unified Port District ("Port") pursuant to that certain Lease dated December 17, 2002 and bearing Authority Document No. LE-0008; and

WHEREAS, paragraph 4 in said Lease specifies that Authority may, at its own expense, make alterations or changes, or cause to be made, built, installed, or remove any structures, machines, appliances, utilities, signs, or other improvements necessary or desirable for the authorized use of the Leased Airport without the approval of the Port; and

WHEREAS, the Terminal Link Road project includes the construction of a perimeter road, a new signalized traffic intersection and improvement to two existing signalized traffic intersections; and

WHEREAS; improving the signalized traffic intersection at Pacific Highway and Palm Street necessitates an Electrical Easement ("Easement") be granted to the City of San Diego ("City") for approximately 3,120 square feet of area to cover the require electrical wiring, conduit and pull boxes that serve the signal equipment; and

WHEREAS, the Easement is necessary to allow the City the right to construct, reconstruct, maintain, operate, and repair public electrical infrastructure at their costs, including any and all appurtenances thereto, along with the right to ingress and egress along the Easement area.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes the President/CEO to negotiate and execute an electrical easement with the City of San Diego in support of the Terminal Link Road project; and

BE IT FURTHERED RESOLVED 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 17th day of September, 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: **SEPTEMBER 17, 2015**

Subject:

Reject the Claim of Wanda Austin

Recommendation:

Adopt Resolution No. 2015-0088, Rejecting the Claim of Wanda Austin.

Background/Justification:

On July 27, 2015, Wanda Austin filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging that her service dog sustained injuries while riding an escalator in Terminal Two at San Diego International Airport. Austin claims damages in the amount of \$2,900 for veterinary bills.

On July 24, 2015, Austin arrived at San Diego International Airport to depart on a flight leaving from Terminal Two. In her claim she states she got on an ascending escalator and that her service dog's back paws became stuck. Austin's husband stopped the escalator in order to free the dog. As a result, the service dog was diagnosed with four fractured toes.

Austin's claim should be denied. An investigation into the alleged incident revealed no unsafe or dangerous condition, nor was there notice of an unsafe or dangerous condition. A review of video footage of the incident shows claimant wheeling her luggage, carrying a bag over her shoulder and holding a loose leash with a small dog that appears to be a Yorkshire Terrier. The dog manages to board the escalator on its own but gets caught at the top when it tries to walk off the conveyance unassisted.

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:

SUZIE JOHNSON
GENERAL COUNSEL

ATTACHMENT A

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
ACCIDENT OR DAMAGE CLAIM FORM

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

FOR AUTHORITY CLERK USE ONLY

Document No.: 06-251

Filed: 7-27-15

SDCRAA

JUL 27 2015

Corporate & Information Governance

1) Claimant Name: <u>Wanda Austin</u>	
2) Address to which correspondence regarding this claim should be sent: <u>3280 Olive St #63</u> <u>Lemongrove, CA 91945</u>	
Telephone No: <u>619-443-4984</u>	Date: <u>7/27/15</u>
3) Date and time of incident: <u>7/24/15 8:30 AM</u>	
4) Location of incident:	
5) Description of incident resulting in claim: <u>Ass we got on the</u> <u>accelerator, my Husband myself and my</u> <u>service dog Gucci at the top of the</u> <u>accelerator my service dog back paws got</u> <u>stuck into the accelerator and she was screaming</u> <u>I was screaming asking for help and to please</u> <u>stop the accelerator like I'm my husband</u> <u>stop the accelerator. Rushing my service dog</u> <u>to the animal emergency hospital. the accelerator</u> <u>causes four toes to be broken and maybe one will have</u> <u>to be cut off.</u>	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known:	
7) Persons having firsthand knowledge of incident: <u>Wanda Curtis Austin</u>	
Witness (es)	Physician(s): <u>Margaret Wypark DVM</u>
Name: <u>Amber (w) 855-1409</u>	Name: <u>Pet Emergency</u>
Address:	Address: <u>5032 Jackson Dr.</u> <u>La Mesa, CA 91942</u>
Phone: <u>619 855-1409</u>	Phone: <u>619-462 4860</u>
<u>Capt Levinson</u>	<u>VCA Animal Medical Cent</u>
<u>619 205-2687</u>	<u>619-444 4246</u>

Diana Heredia
Seah (AIE work for)
Lasandra (AIE work for)

ATTACHMENT A

8) Describe property damage or personal injury claimed:

my Service Dog broken has for broken
toes and my toe has to be cut off
for this happen

9) Owner and location of damaged property or name/address of person injured:

3080 Olive St #43
Lanham, Ca 91945

10) Detailed list and amount of damages claimed as of date of presentation of claim, including prospective damages. If amount exceeds \$10,000.00, a specific amount need not be included.

Right now I am out of 900.00.
but she will be having surgery that
will cost around 2000. Not sure.

Dated: 7/27/15

Claimant: Wade Austin
(Signature)

Notice to Claimant:

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

Return completed form to:

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

RESOLUTION NO. 2015-0088

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY REJECTING THE CLAIM OF WANDA
AUSTIN.

WHEREAS, on July 27, 2015, Wanda Austin filed a claim with the San Diego County Regional Airport Authority for injuries to her dog she claims were the result of riding on an escalator in Terminal Two at San Diego International Airport on July 24, 2015; and

WHEREAS, at its regular meeting on September 17, 2015, the Board considered the claim filed by Wanda Austin and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rejects the claim of Wanda Austin; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at its regular meeting this 17th day of September, 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.
10**

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Reject the Claim of Jo Ann Gonzales

Recommendation:

Adopt Resolution No. 2015-0089, Rejecting the Claim of Jo Ann Gonzales.

Background/Justification:

On August 11, 2015, Jo Ann Gonzales filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging that she sustained injuries while retrieving her luggage from a baggage carousel in Terminal Two at San Diego International Airport. Gonzales claims damages in the amount of \$3,000 to cover her needs.

On May 19, 2015, Gonzales arrived at San Diego International Airport via U.S. Airways and proceeded to baggage claim. Gonzales claims the carousel was moving too fast and when she attempted to grab her luggage, she missed it and fell hard on her left arm and side. She was helped into a wheelchair before she and her husband were picked up by relatives. She claims her arm continues to hurt and requests \$3,000 to cover unspecified needs.

Gonzales' claim should be denied. An investigation into the alleged incident revealed no unsafe or dangerous condition, nor was there notice of an unsafe or dangerous condition. There was no Harbor Police report or video footage to view.

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:

SUZIE JOHNSON
GENERAL COUNSEL

ATTACHMENT A

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
ACCIDENT OR DAMAGE CLAIM FORM

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

FOR AUTHORITY CLERK USE ONLY

Document No.: CL-252

Filed: 8-10-15

SDCRAA

AUG 10 2015

Corporate & Information Governance

1) Claimant Name: JO ANN GONZALES 75 1/2 yrs old

2) Address to which correspondence regarding this claim should be sent:

1515-Jasper Ave - CHULA VISTA CALIF

619-427-3486

Telephone No.:

Date:

July Aug 4 2015

3) Date and time of incident: MAY 19 2015 9.45 PM

First time on

4) Location of incident: US AIRWAYS terminal

plane in 35gms

5) Description of incident resulting in claim:

I WAS REACHING FOR my ^{ONE} LUGGAGE ON THE SPINNER WHICH WAS GOING TO FAST AND I MISSED! Fell HARD ON my LEFT ARM AND SIDE IT ON THE HARD FLOOR. SOME ^{ONE} BROUGHT ME A WHEELCHAIR THEIR WAS A SMALL CROWD AROUND ME. I DON'T KNOW WHO PICKED ME UP. I WAS IN A DAZE. IT SHOULD BE ON CAMERA. I DIDN'T ASK FOR ANY NAMES I HURT TO MUCH, MY HUSBAND WAS BY ME. HE USES A WALKER SO HE COULDN'T DO MUCH. I JUST LEFT THE AIRPORT SO I COULD GET A RIDE HOME. FROM SON & LAW ^{ED COSI}

6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known: NONE

7) Persons having firsthand knowledge of incident:

Witness (es) my DAUGHTER & SON IN LAW

Physician(s): Pending

Name: RUDY V GONZALES SR

Name: DR. MALHOTRA

Address: 1515-Jasper Ave
CHULA VISTA CALIF

Address: Kaiser Permanente

Phone: 619-427-3486

Phone: 1-800-290-5000

my HUSBAND of 56 yrs

ATTACHMENT A

8) Describe property damage or personal injury claimed:

FELL ON MY LEFT ARM AND
SIDE, ON THE FLOOR - REACHING FOR
MY ONE LOGGAGE ON THE SPINNER GOING
TO FASTA AT THE US AIRWAYS
TERMINAL

9) Owner and location of damaged property or name/address of person injured:

JOANN GONZALES
1515 JASPER AVE
CHULA VISTA CALIF

10) Detailed list and amount of damages claimed as of date of presentation of claim, including prospective damages. If amount exceeds \$10,000.00, a specific amount need not be included.

My arm still hurts I could really use
3000 To take care of all my needs.
Thank you

~~Imp~~ Lucky that I'm a ^{Senior} strong person
I could have hit my head also. Floor very slippery

Dated: ~~July~~ Aug 4 2016 Claimant: Mrs Joann Gonzales
(Signature)

Notice to Claimant:

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

Return completed form to:

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

RESOLUTION NO. 2015-0089

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY REJECTING THE CLAIM OF JO ANN
GONZALES.

WHEREAS, on August 11, 2015, Jo Ann Gonzales filed a claim with the San Diego County Regional Airport Authority for injuries she received while attempting to retrieve her luggage from a carousel in Terminal Two at San Diego International Airport on May 19, 2015; and

WHEREAS, at its regular meeting on September 17, 2015, the Board considered the claim filed by Jo Ann Gonzales and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rejects the claim of Jo Ann Gonzales; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at its regular meeting this 17th day of September, 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

Board Communication

Date: September 17, 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 Statements for the Year
Ended June 30, 2015

RECOMMENDATION: Accept the report.



Review of the Unaudited Financial Statements for the Year Ended June 30, 2015



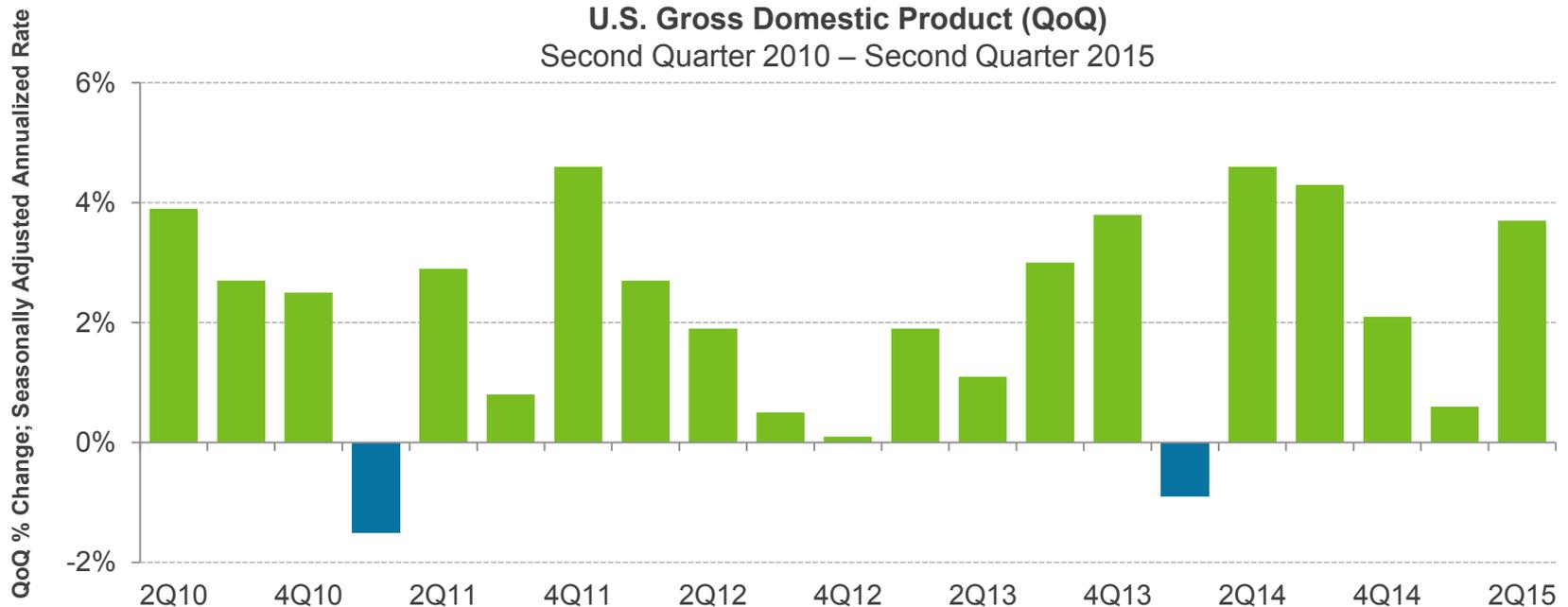
SAN DIEGO
INTERNATIONAL AIRPORT
LET'S GO.

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

September 17, 2015

Economy Rebounds in the Second Quarter

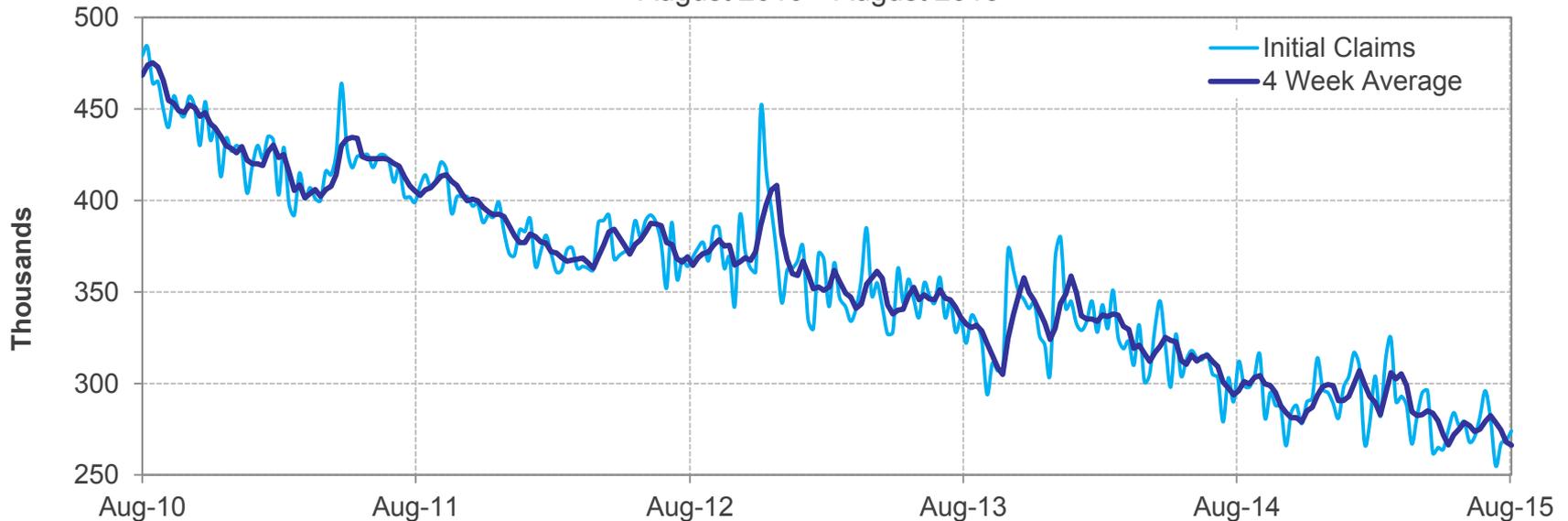
Second quarter GDP (second estimate) was revised upward to a better than expected 3.7% from an advance estimate of 2.3%. The upward revision was driven in part by higher estimates in government spending and inventory, which may not be sustainable.



Initial Claims For Unemployment

For the week ending August 8, 2015, initial claims for unemployment (seasonally adjusted) rose by 5,000 to 274,000, but remain at a very low level. The 4-week moving average, which helps smooth out some of the weekly volatility, fell by 1,750 to 266,250. The continued low levels of unemployment bode well for the August jobs report.

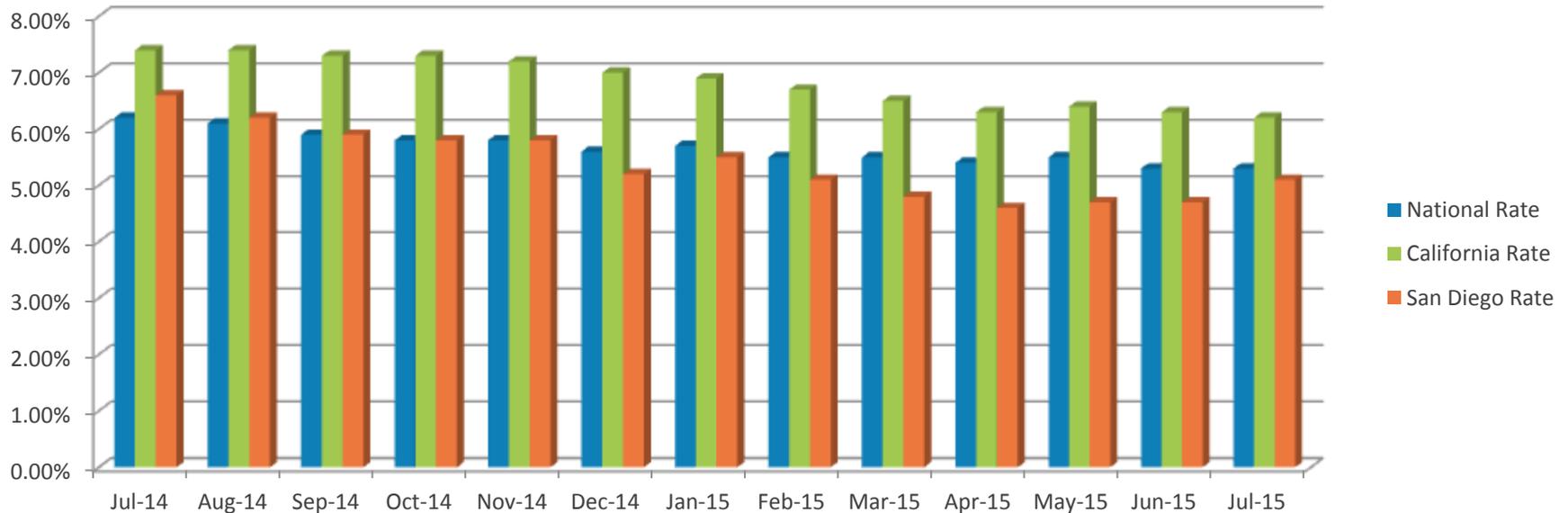
Initial Jobless Claims and 4-Week Moving Average
August 2010 – August 2015



Little Change in July Unemployment Rates

The National unemployment rate held at 5.3 percent for June and July. The National U-6 rate fell from 10.8 percent in June to 10.4 percent for July. In California the unemployment rate was at 6.2 percent for July, down 0.1 percent point from the June rate of 6.3 percent and down 1.2 percentage points from one year ago. Locally, San Diego's unemployment increased to 5.1 percent for July from 4.7 percent in June.

Unemployment Rates



Consumer Price Index

The Consumer Price Index for the twelve months ending July was up 0.2%, which was an increase from the twelve months ending June, which was up 0.1%. Core CPI, excluding food and energy, was up 1.8% for the twelve months ending July, which was unchanged from the 1.8% increase in June. Although up slightly in July, inflation remains well below the Federal Reserve's 2% target.

Consumer Price Index (YoY%)
July 2010 – July 2015

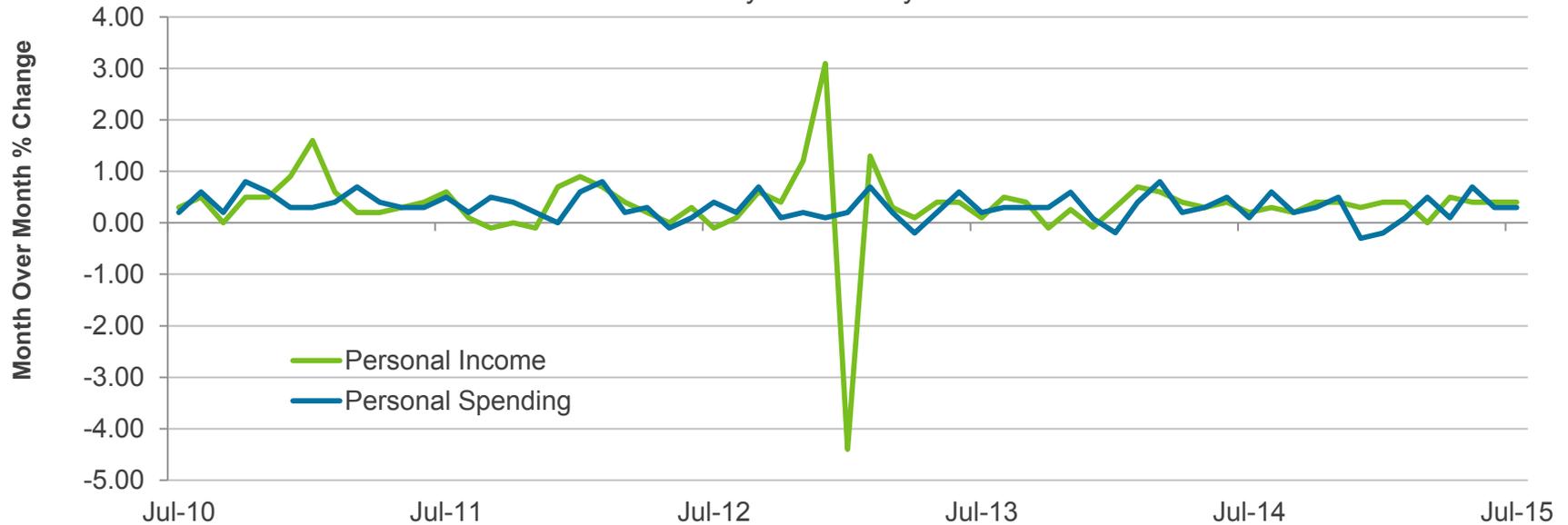


Personal Income and Spending Up

Personal income was up by 0.4% in July, which was inline with expectations, and matched its 0.4% increase in June. Personal spending rose by 0.3% in July, which was slightly below expectations, and matched its 0.3% increase in June. Overall, the continued growth in income and spending was viewed favorable and seen as a good start to the third quarter.

Personal Income and Spending (MoM%)

July 2010 – July 2015



Consumer Confidence Falls Sharply

The Consumer Confidence Index fell 8.9 points to 90.9 in July from a revised 99.8 points in June, which was much worse than expected. Although less optimistic about current conditions, consumers were significantly less optimistic about their expectations for the next six months.

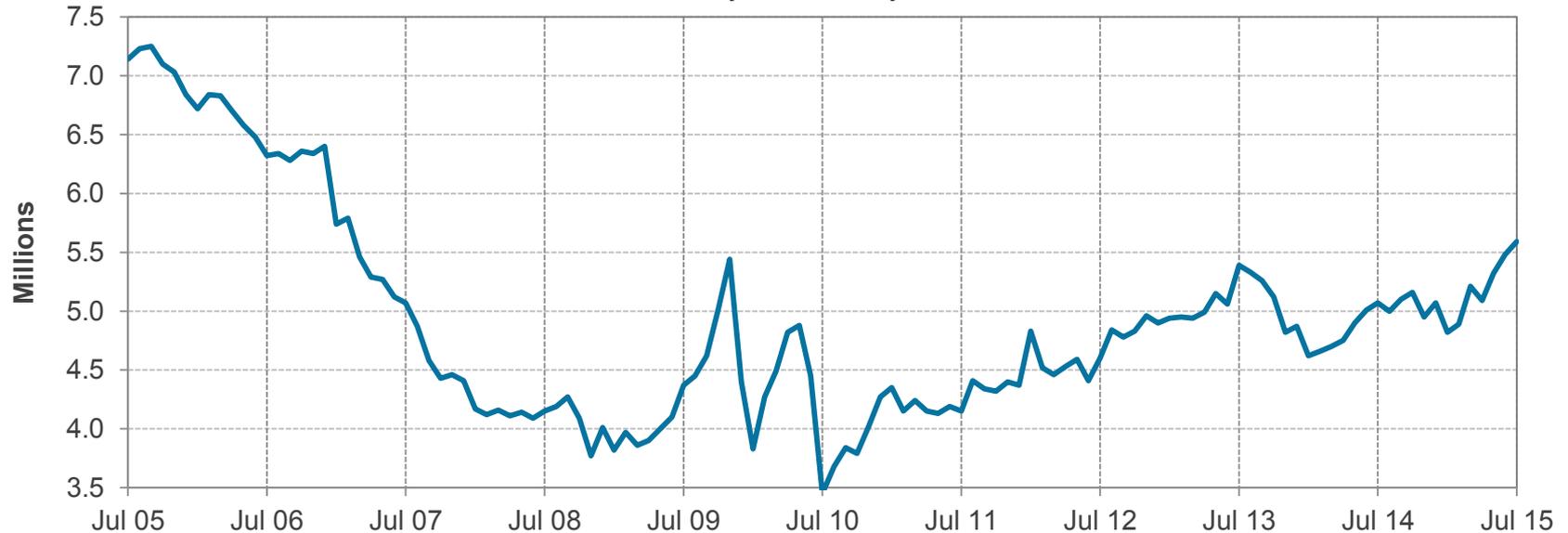
Consumer Confidence Index
July 2010 – July 2015



Existing Home Sales Trending Up

Existing home sales rose by 2.0% in July to a seasonally adjusted annualized rate of 5.59 million units. Sales are now at their highest pace since February 2007. Year-over-year, existing home sales were up 10.3% over July 2014.

U.S. Existing Home Sales (MoM)
July 2005 – July 2015



New Home Sales Up

New home sales rose 5.48% in July to a seasonally adjusted annualized rate of 507,000 units. While still below the highs reached earlier this year, July sales were still 22.6% above July 2014 levels.

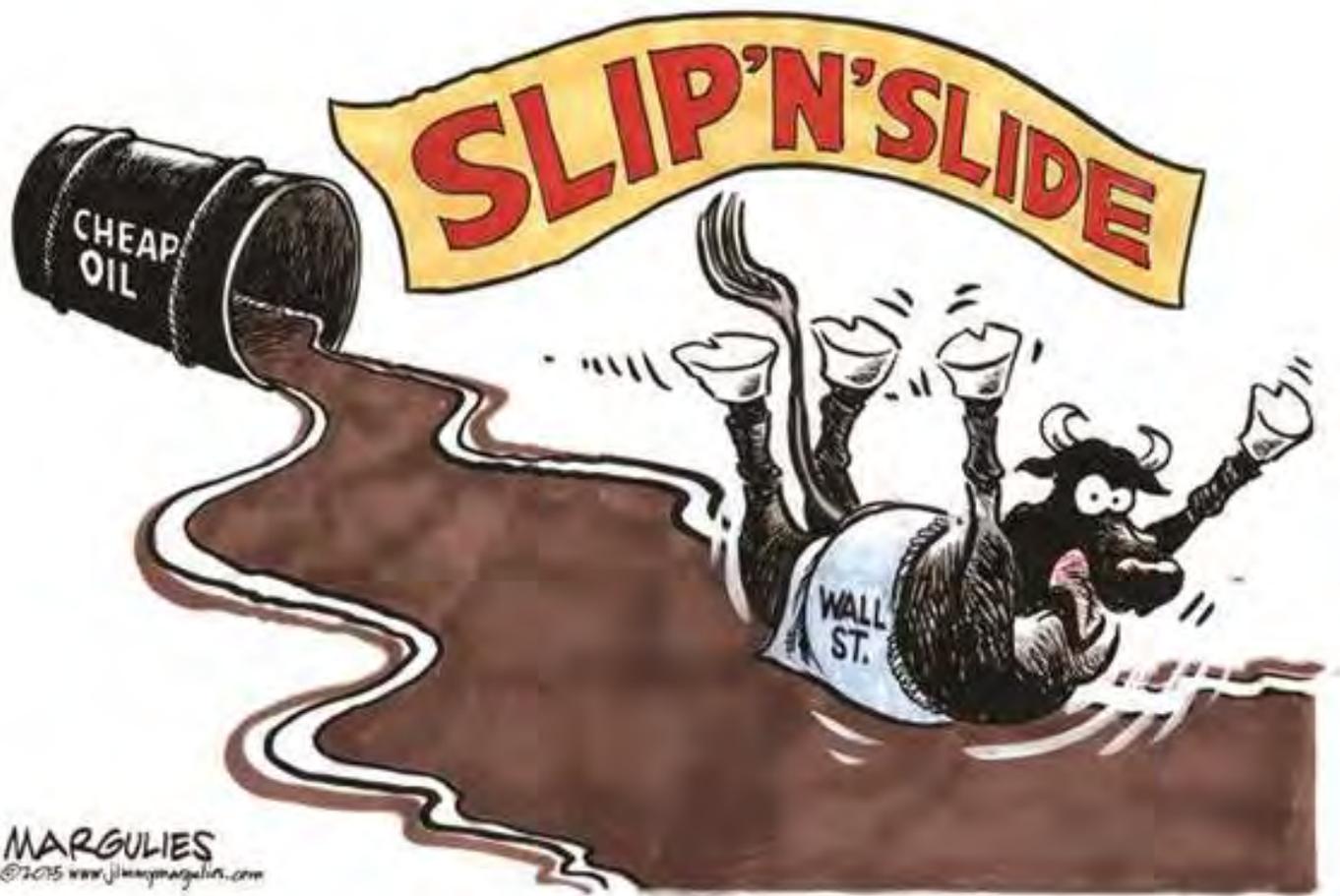


Oil Prices Down Sharply

Oil (WTI spot) closed at \$44.94 on August 10th, which was 27% below its high for the year of \$61.36 reached on June 10th. Economic weakness in China and continued high levels of global supply have helped drive down oil prices.

West Texas Intermediate Oil Price Per Barrel (WTI Spot)
August 2, 2010 – August 10, 2015





MARGULIES
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Jet Fuel Prices Down Sharply

Jet fuel (U.S. Gulf Coast Spot) closed at \$1.46 on August 10th, which was 24% below its high for the year of \$1.91 reached on May 5th. Jet fuel prices have trended lower over the past couple of months due to a drop in crude oil prices.

U.S. Gulf Coast Kerosene-Type Jet Fuel Spot Price FOB
August 2, 2010 – August 10, 2015



U.S. Equity Markets Mixed

The equity markets have been volatile on a daily basis driven by mixed earnings reports, weakness in the global economy, and the potential for higher interest rates. For the year, the markets are mixed with the DJIA down -2.59% and the S&P 500 up 1.14%.

Dow Jones Industrial Average and S&P 500 Indices

August 1, 2010 – August 18, 2015



George Horvath
© 2008
www.georgehorvath.com



DON'T PANIC.
THIS IS
JUST A
CORRECTION.

Treasury Yields Remain Range Bound

U.S. Treasury yields have traded in a narrow range during the past 12 months. The 2-year Treasury yield has moved to the higher end of its trading range recently on generally favorable U.S. economic news and expectations on the Fed Funds rate hike later this year.

2- and 5-year U.S. Treasury Yields
August 1, 2014 – August 18, 2015



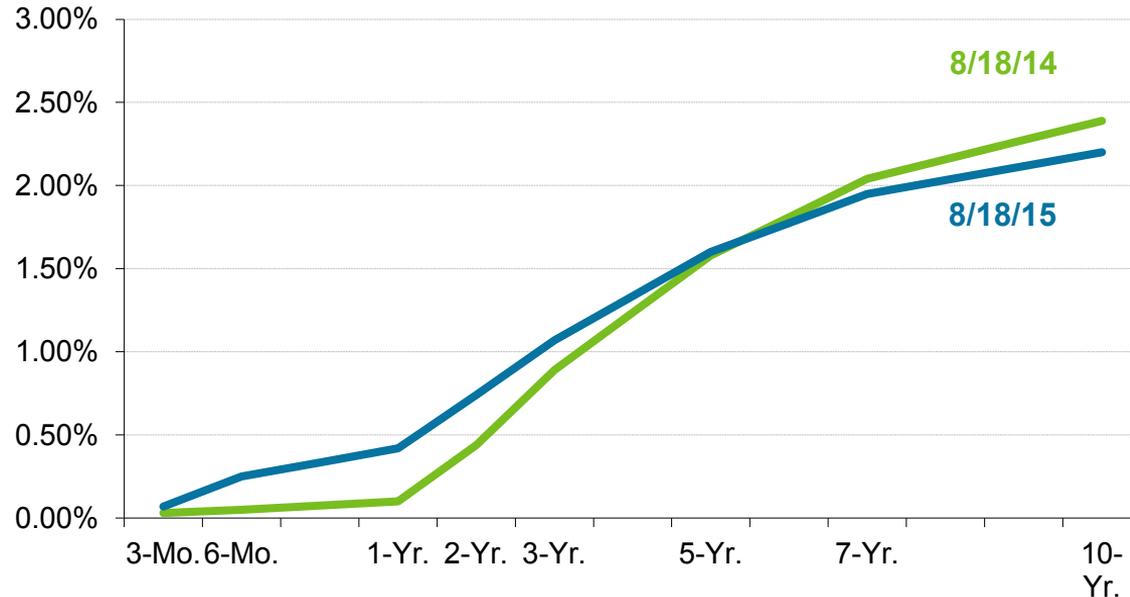
— 5-year U.S. Treasury

— 2-year U.S. Treasury

U.S. Treasury Yield Curve

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

U.S. Treasury Yield Curve
August 18, 2014 versus August 18, 2015



	8/18/14	8/18/15	Change
3-Mo.	0.03%	0.07%	0.04%
6-Mo.	0.05%	0.25%	0.20%
1-Yr.	0.10%	0.42%	0.32%
2-Yr.	0.44%	0.74%	0.30%
3-Yr.	0.89%	1.07%	0.18%
5-Yr.	1.58%	1.60%	0.02%
10-Yr.	2.39%	2.20%	(0.19%)
20-Yr.	2.92%	2.56%	(0.36%)
30-Yr.	3.20%	2.87%	(0.33%)

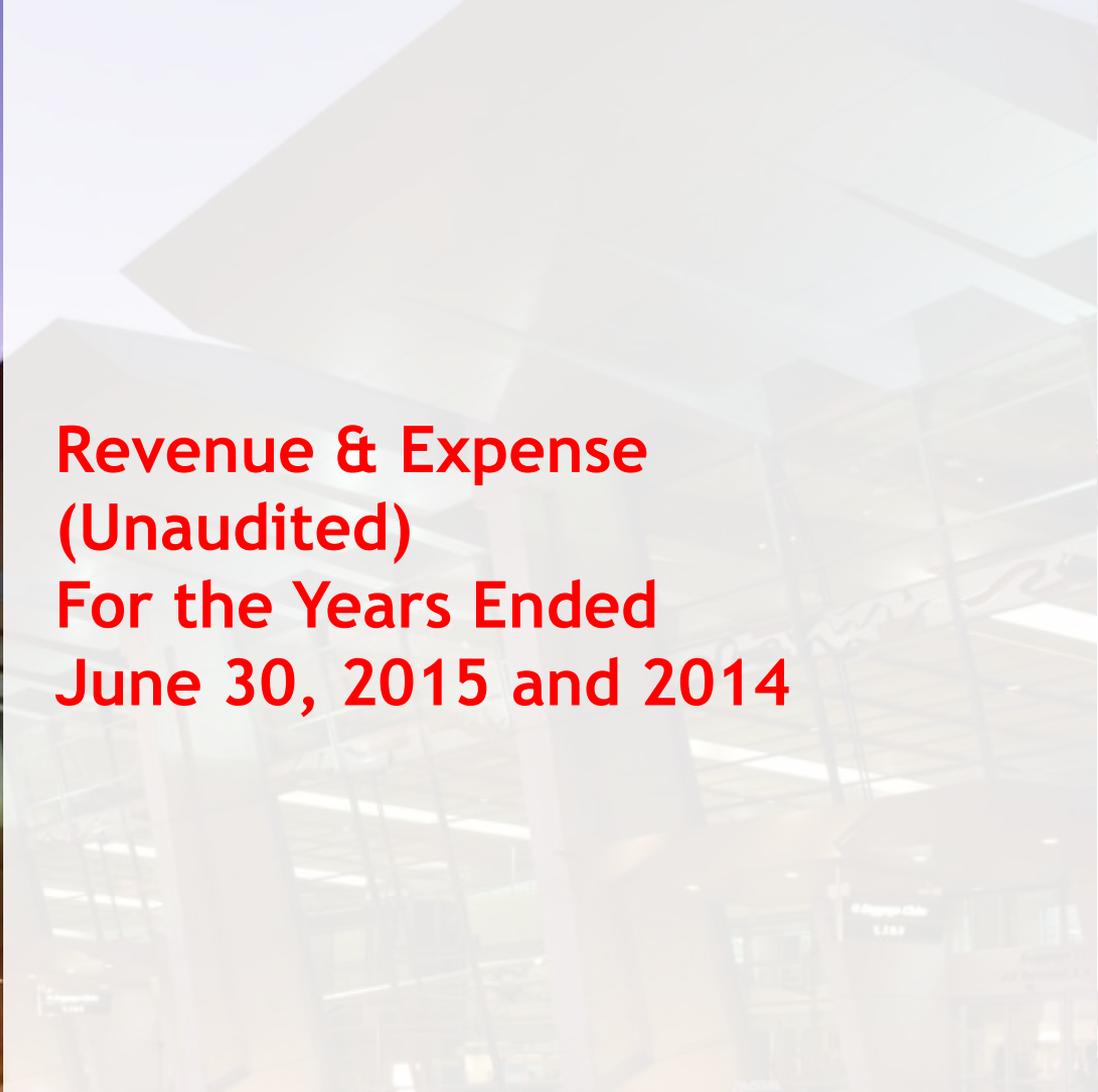
© Randy Glasbergen
glasbergen.com



“Your grandmother sent you \$5 for your birthday. Put it in the bank for a very long time and someday it will be worth \$2.”

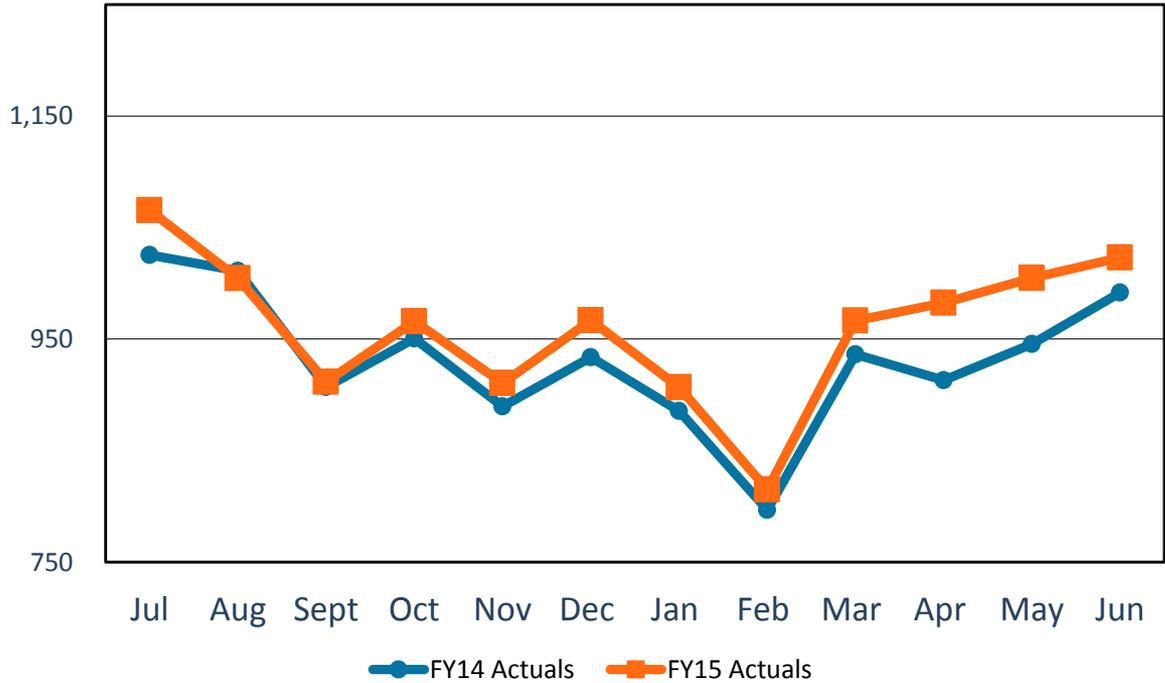


**Revenue & Expense
(Unaudited)
For the Years Ended
June 30, 2015 and 2014**



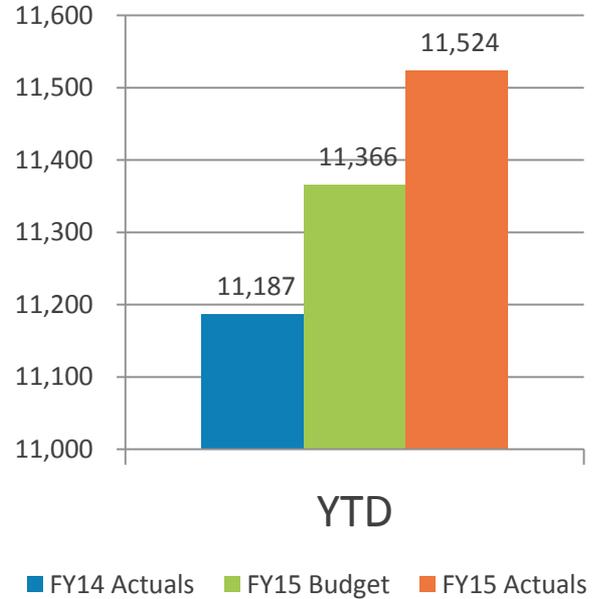
Gross Landing Weight Units (000 lbs)

(000's)



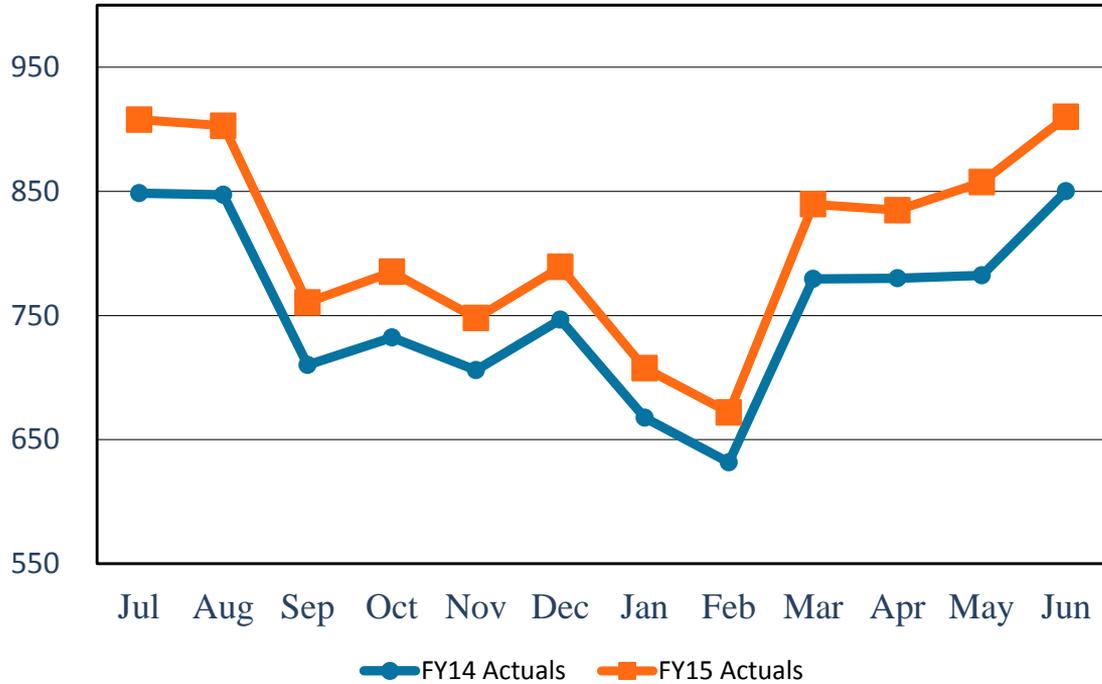
FY15 YTD Act Vs.
FY14 YTD Act
3.0%

FY15 YTD Act Vs.
FY15 YTD Budget
1.4%



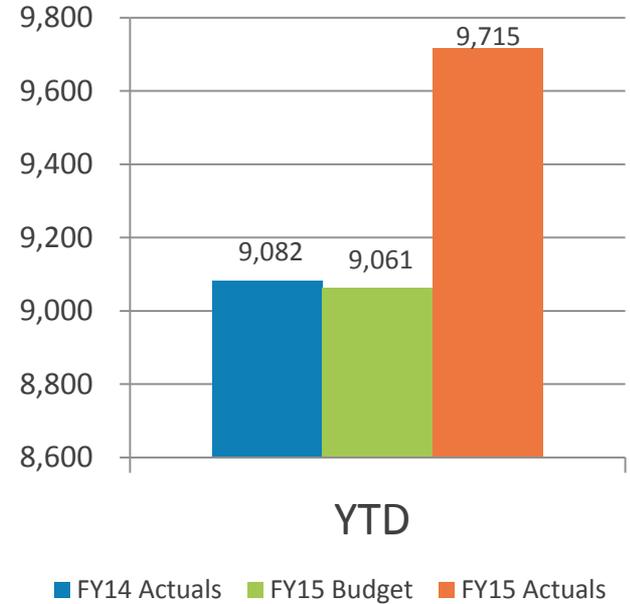
Enplanements

(000's)

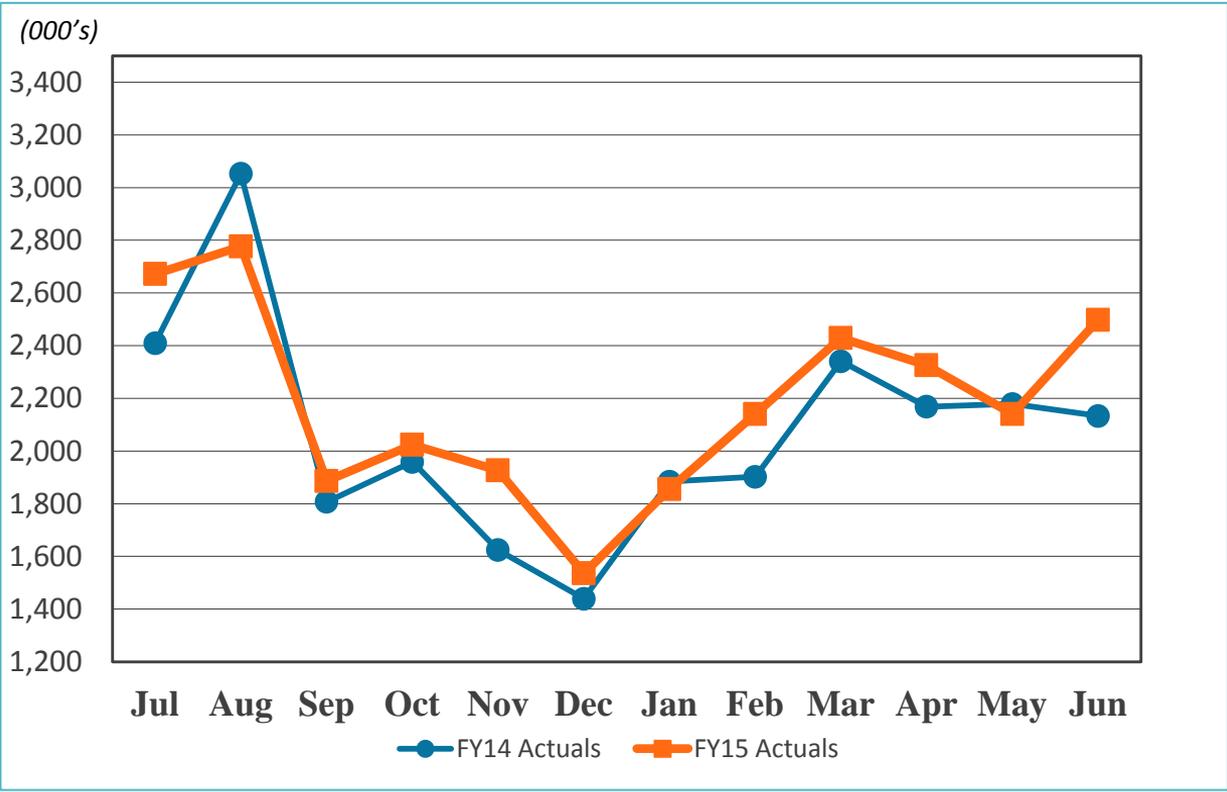


FY15 YTD Act Vs.
FY14 YTD Act
7.0%

FY15 YTD Act Vs.
FY15 YTD Budget
7.2%

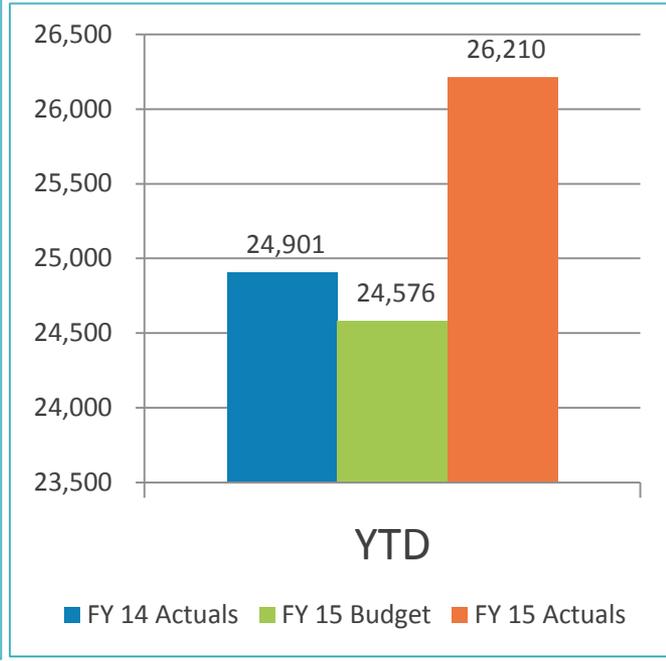


Car Rental License Fees

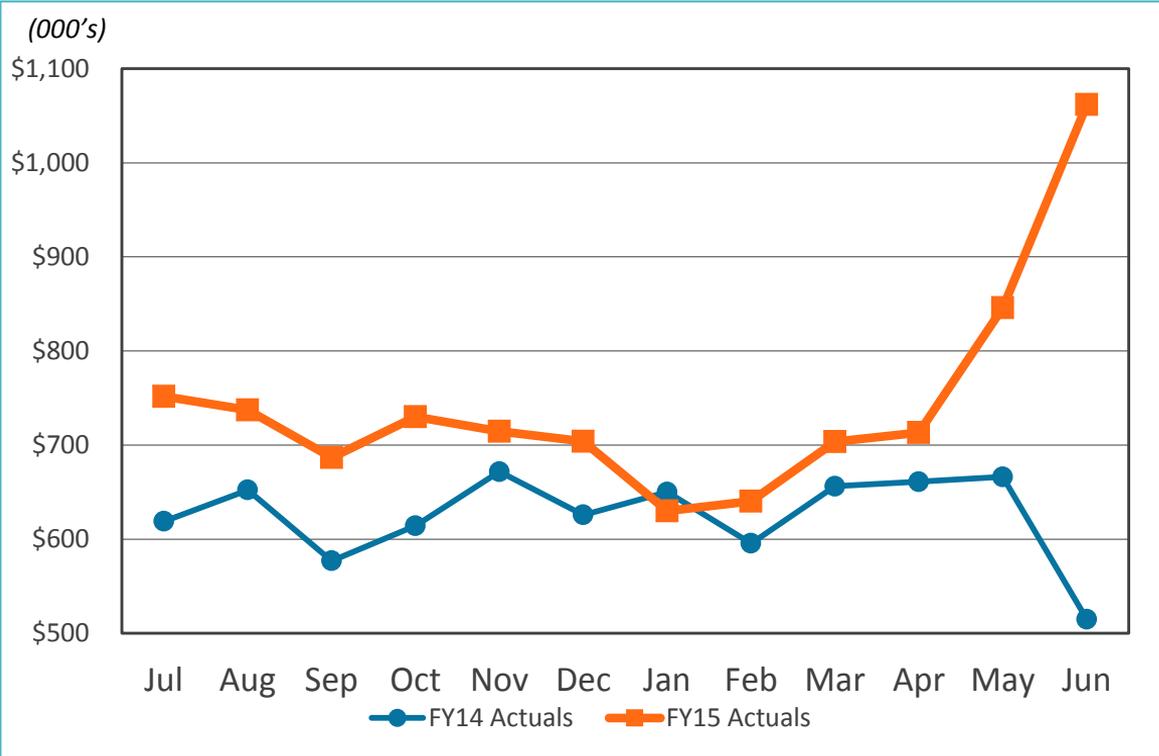


FY15 YTD Act Vs.
FY14 YTD Act
5.3%

FY15 YTD Act Vs.
FY15 YTD Budget
6.6%

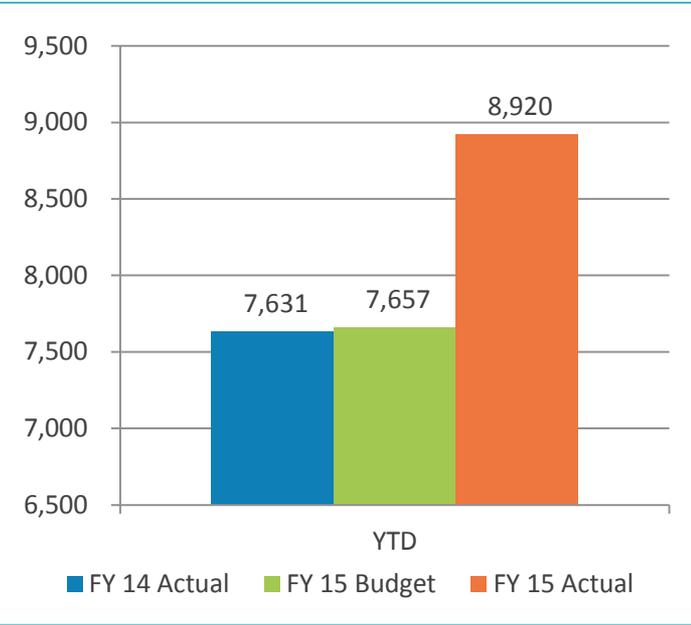


Food and Beverage Concessions Revenue

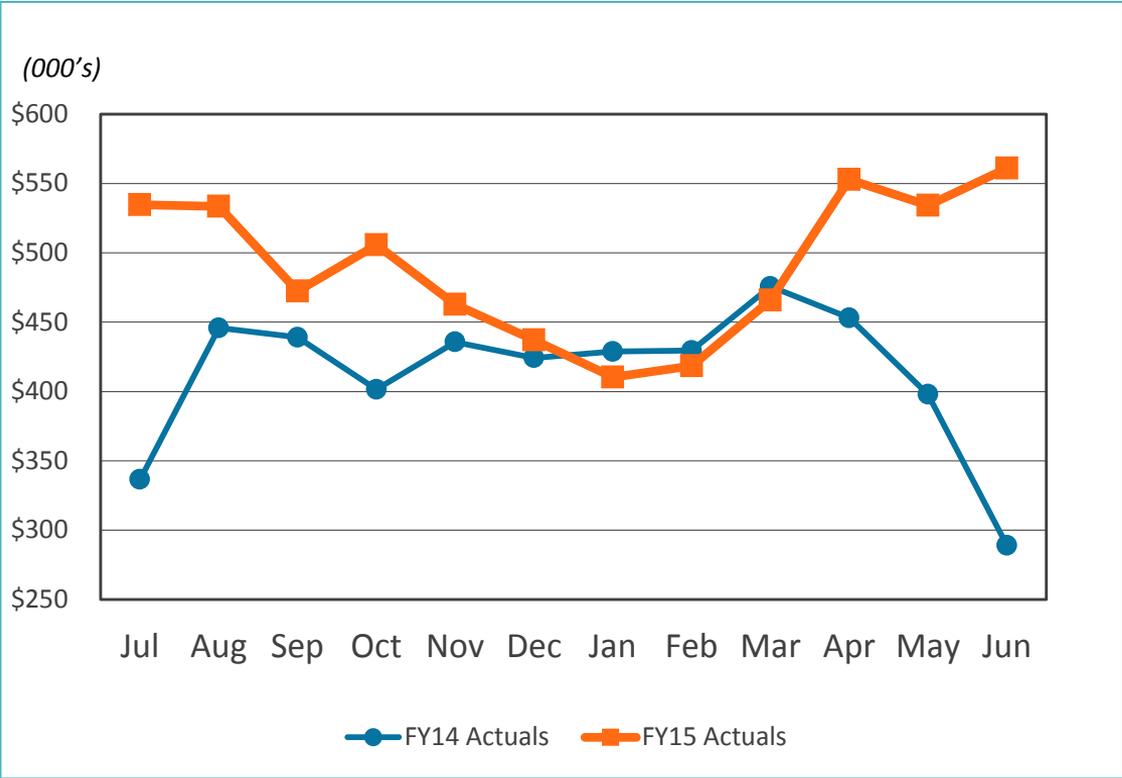


FY15 YTD Act Vs.
FY14 YTD Act
16.9%

FY15 YTD Act Vs.
FY15 YTD Budget
16.5%

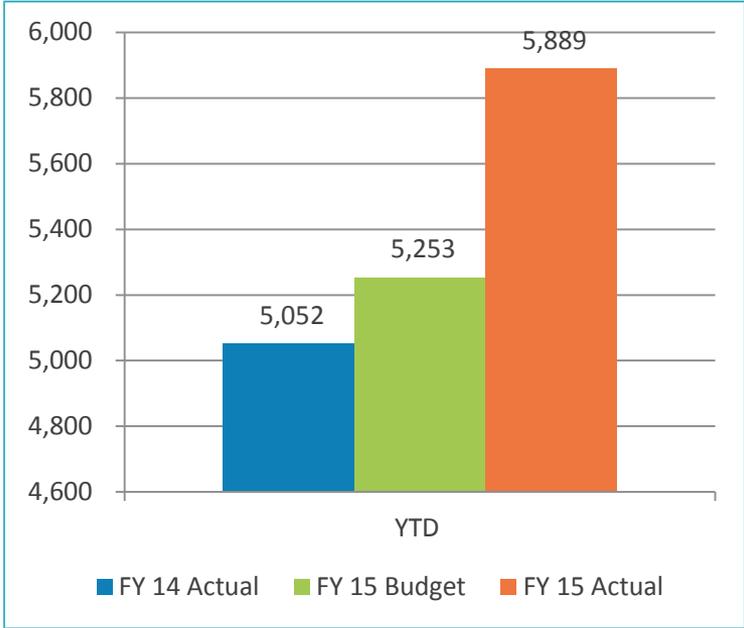


Retail Concessions Revenue

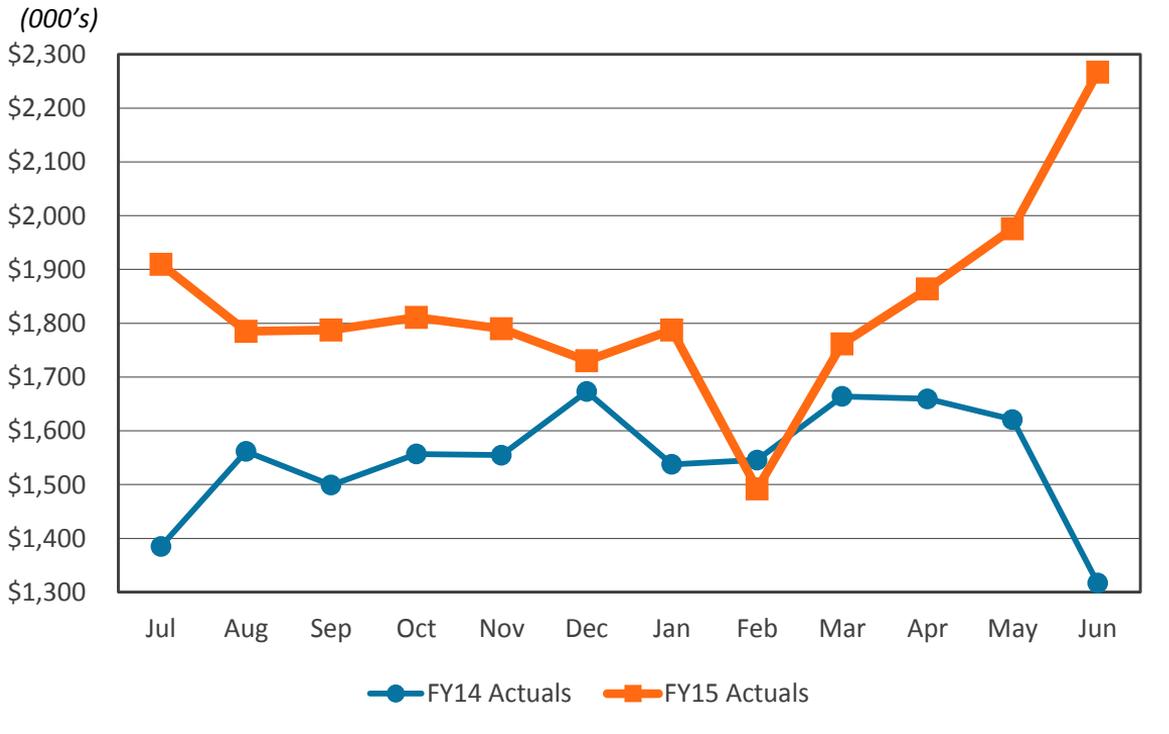


FY15 YTD Act Vs.
FY14 YTD Act
16.6%

FY15 YTD Act Vs.
FY15 YTD Budget
12.1%

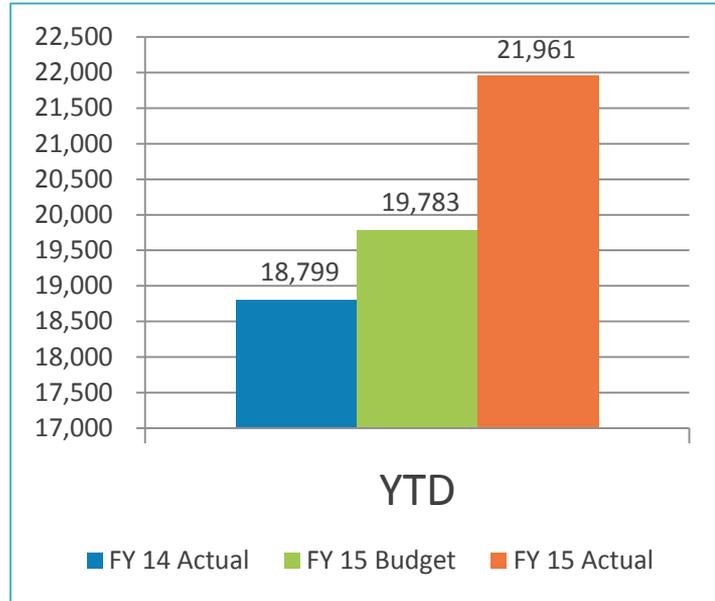


Total Terminal Concessions (Includes Cost Recovery)

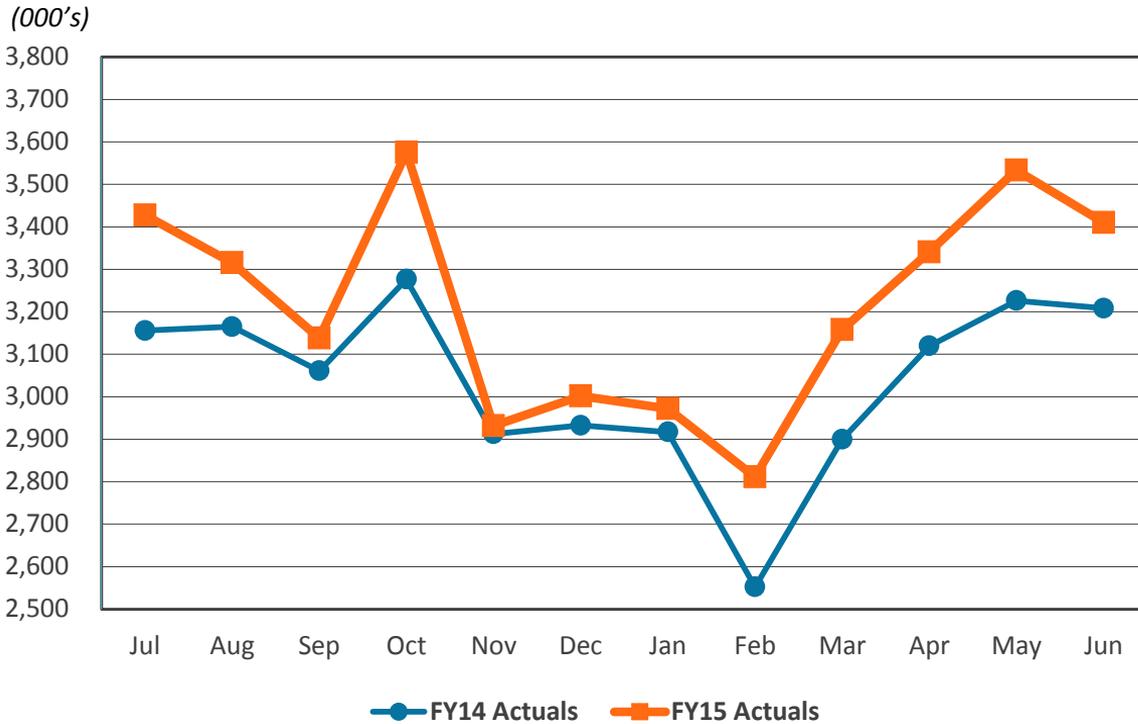


FY15 YTD Act Vs.
FY14 YTD Act
16.8%

FY15 YTD Act Vs.
FY15 YTD Budget
11.0%

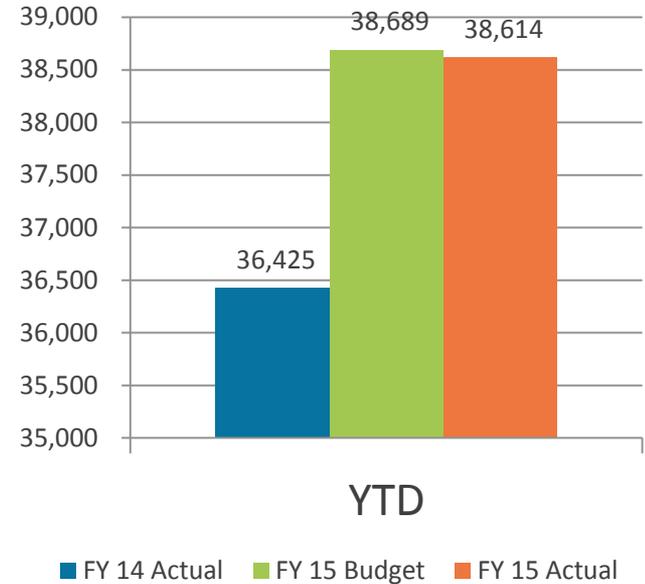


Parking Revenue

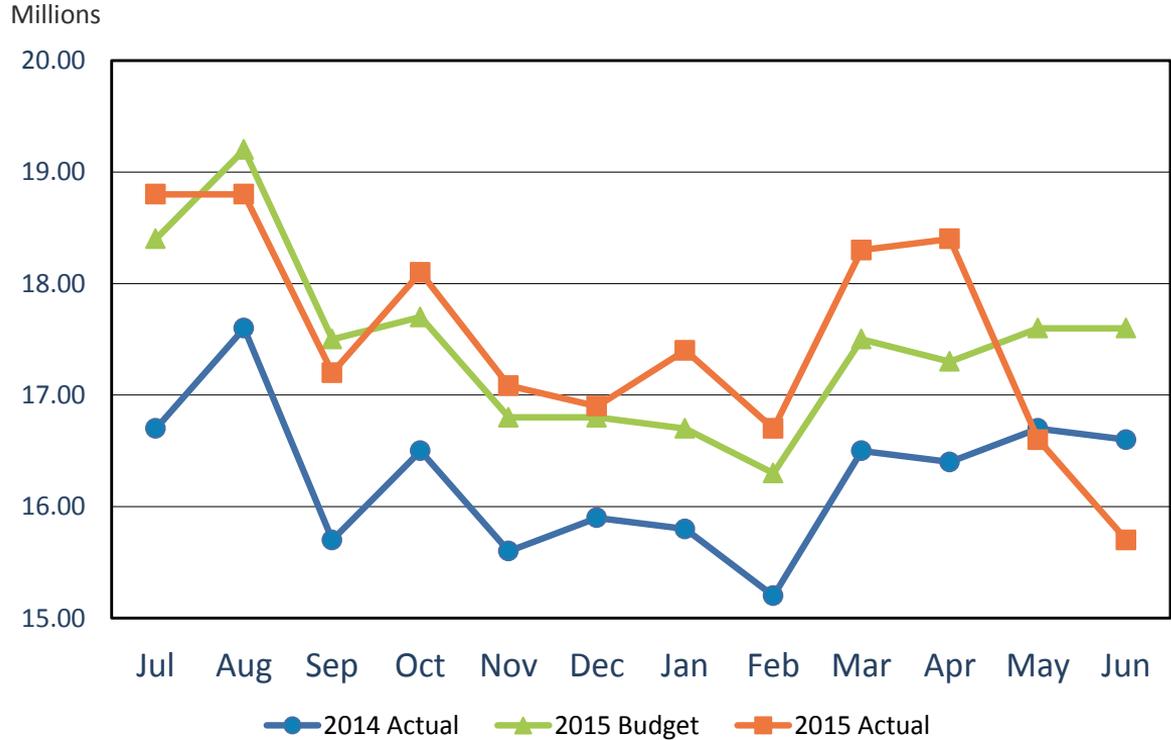


FY15 YTD Act Vs.
FY14 YTD Act
6.0%

FY15 YTD Act Vs.
FY15 YTD Budget
-0.2%

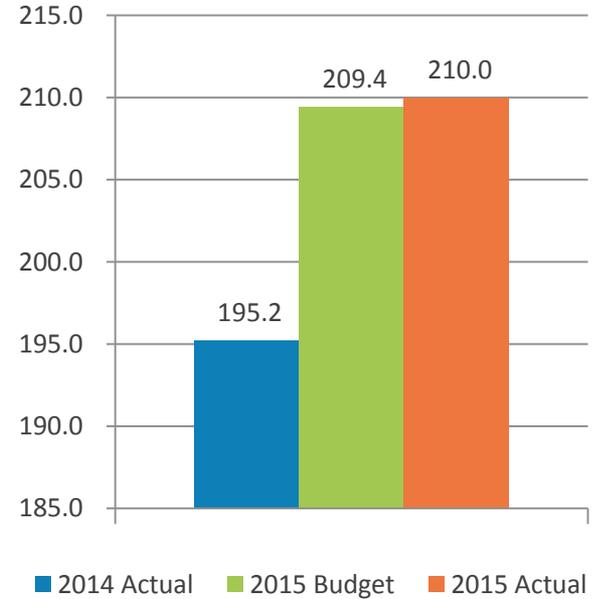


Monthly Operating Revenue (Unaudited)



FY15 YTD Act Vs.
FY14 YTD Act
7.6%

FY15 YTD Act Vs.
FY15 YTD Budget
0.3%



Operating Revenues for the Year Ended June 30, 2015 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
Aviation revenue:					
Landing fees	\$ 23,704	\$ 21,226	\$ (2,478)	(10)%	\$ 19,107
Aircraft parking fees	2,768	2,716	(52)	(2)%	2,503
Building rentals	49,970	50,015	45	-	47,762
Security surcharge	26,530	25,155	(1,375)	(5)%	25,777
CUPPS Support Charges	1,125	1,255	130	12%	1,134
Other aviation revenue	1,590	1,585	(5)	-	1,594
Total aviation revenue	\$ 105,687	\$ 101,951	\$ (3,736)	(4)%	\$ 97,877

Operating Revenues

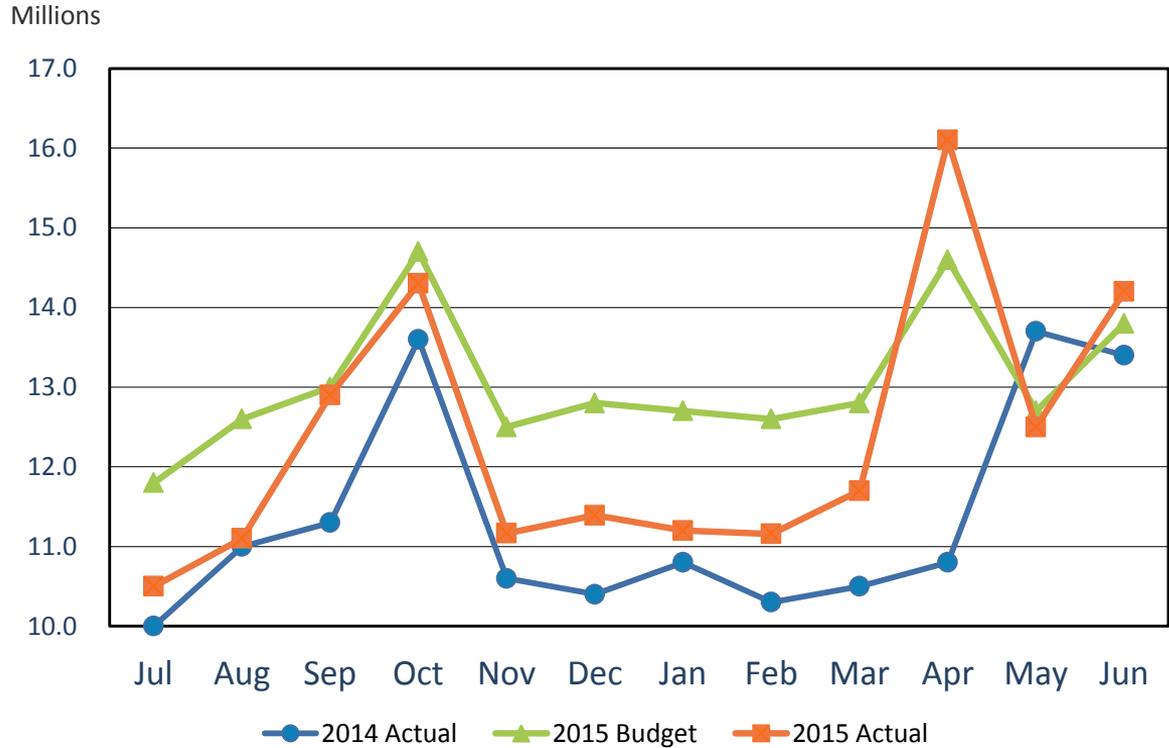
for the Year Ended June 30, 2015 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	%	Prior Year
				Change	
Terminal rent non-airline	\$ 1,501	\$ 1,239	\$ (262)	(17)%	\$ 1,158
Concession revenue:					
Terminal concession revenue:					
Food and beverage	7,657	8,921	1,264	17%	7,631
Retail	5,253	5,889	636	12%	5,052
Space storage	761	919	158	21%	806
Cost recovery	2,839	2,480	(359)	(13)%	2,127
Other (Primarily advertising)	3,273	3,753	480	15%	3,182
Total terminal concession revenue	19,783	21,962	2,179	11%	18,798
Car rental and license fee revenue:					
Rental car license fees	24,576	26,210	1,634	7%	24,901
License fees-other	4,147	4,325	178	4%	4,071
Total rental car and license fees	28,723	30,535	1,812	6%	28,972
Total concession revenue	\$ 48,506	\$ 52,496	\$ 3,990	8%	\$ 47,770

Operating Revenues for the Year Ended June 30, 2015 (Unaudited)

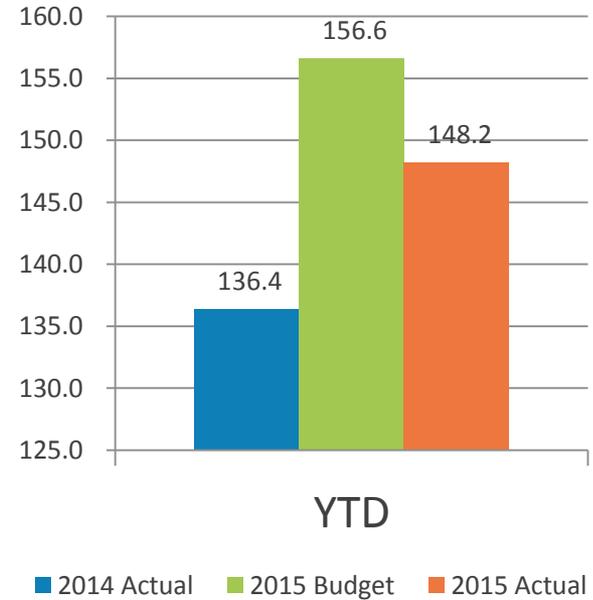
(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
Parking revenue:					
Short-term parking revenue	\$ 24,591	\$ 25,872	\$ 1,281	5%	\$ 23,044
Long-term parking revenue	14,098	12,742	(1,356)	(10)%	13,380
Total parking revenue	38,689	38,614	(75)	-	36,424
Ground transportation permits and citations	2,906	3,243	337	12%	2,534
Ground rentals	11,357	11,568	211	2%	8,445
Grant reimbursements	292	292	-	-	368
Other operating revenue	470	679	209	45%	1,161
Subtotal	53,714	54,396	682	1%	48,932
Total operating revenues	\$ 209,408	\$ 210,083	\$ 675	-	\$ 195,737

Monthly Operating Expenses (Unaudited)



FY15 YTD Act Vs.
FY14 YTD Act
8.7%

FY15 YTD Act Vs.
FY15 YTD Budget
-5.4%



Operating Expenses

for the Year Ended June 30, 2015 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
Operating expenses:					
Salaries and benefits	\$ 51,744	\$ 47,166	\$ 4,578	9%	\$ 39,135
Contractual services	34,074	32,422	1,652	5%	31,559
Safety and security	25,002	23,464	1,538	6%	24,151
Space rental	10,450	10,433	17	-	10,478
Utilities	9,558	10,152	(594)	(6)%	8,680
Maintenance	16,085	14,535	1,550	10%	13,982
Equipment and systems	558	1,811	(1,253)	(224)%	670
Materials and supplies	410	481	(71)	(17)%	440
Insurance	1,071	1,145	(74)	(7)%	988
Employee development and support	1,229	1,118	111	9%	1,171
Business development	2,685	2,485	200	7%	2,661
Equipment rental and repairs	3,727	3,010	716	19%	2,905
Total operating expenses	\$ 156,593	\$ 148,223	\$ 8,370	5%	\$ 136,821

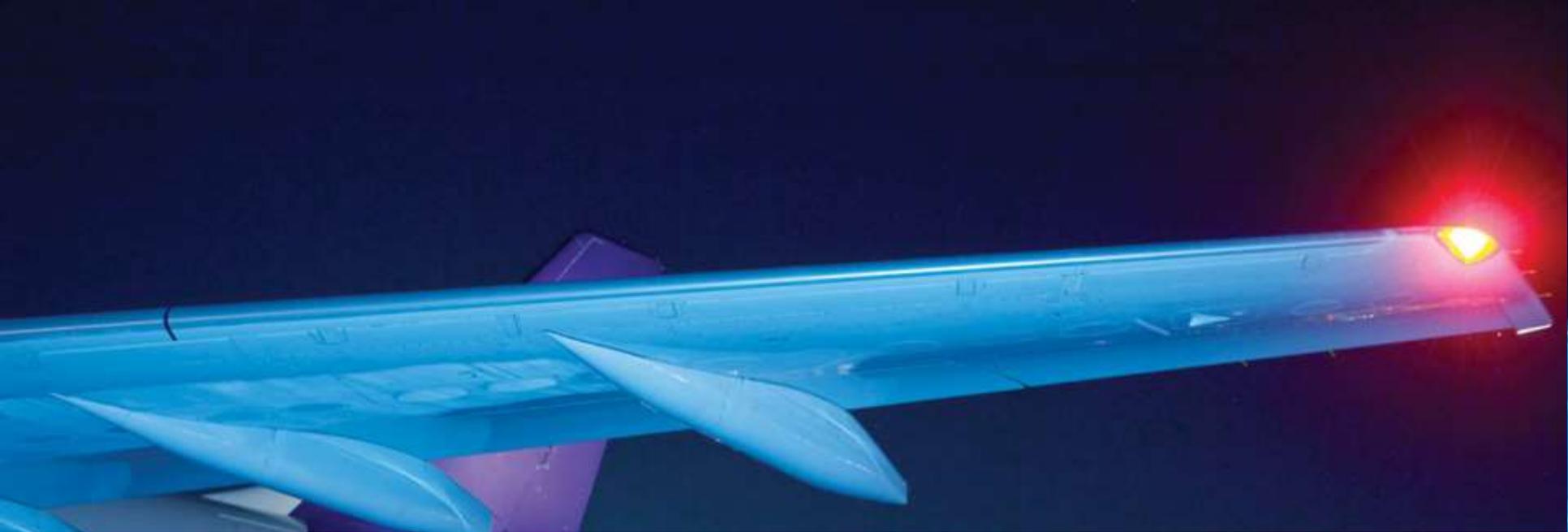
Financial Summary

for the Year Ended June 30, 2015 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
Total operating revenues	\$ 209,408	\$ 210,083	\$ 675	-	\$ 195,737
Total operating expenses	156,593	148,223	8,370	5%	136,821
Income from operations	52,815	61,860	9,045	17%	58,916
Depreciation	81,887	81,887	-	-	81,598
Operating income (loss)	\$ (29,072)	\$ (20,027)	\$ 9,045	31%	\$ (22,682)

Nonoperating Revenues & Expenses for the Year Ended June 30, 2015 (Unaudited)

(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
Nonoperating revenues (expenses):					
Passenger facility charges	\$ 36,615	\$ 38,517	\$ 1,902	5%	\$ 35,770
Customer facility charges (Rental Car Center)	30,350	32,465	2,114	7%	27,545
Quieter Home Program, net	(3,151)	(2,952)	199	6%	(2,902)
Interest income	4,708	6,011	1,303	28%	5,211
BAB interest rebate	4,636	4,631	(5)	-	4,636
Interest expense & debt issuance costs	(51,964)	(59,516)	(7,553)	(15)%	(56,376)
Bond amortization	4,330	4,328	(1)	-	4,393
Other nonoperating revenue (expenses)	(10)	698	708	-	434
Nonoperating revenue, net	25,514	24,182	(1,332)	(5)%	18,711
Change in Net Position before grant contributions	(3,558)	4,155	7,713	217%	(3,971)
Capital grant contributions	9,787	10,765	978	10%	3,924
Change in Net Position	\$ 6,229	\$ 14,920	\$ 8,691	140%	\$ (47)



**Statements of Net Position (Unaudited)
June 30, 2015 and 2014**

Statements of Net Position (Unaudited)

(In thousands)

June

	2015	2014
Current assets:		
Cash and investments	\$ 61,351	\$ 80,118
Tenant lease receivable, net of allowance of 2015: (\$59,462) and 2014: (\$66,899)	8,508	9,113
Grants receivable	10,910	5,937
Notes receivable-current portion	1,609	1,529
Prepaid expenses and other current assets	3,954	4,266
Total current assets	86,332	100,963
 Cash designated for capital projects and other	 \$ 22,588	 \$ 17,145

Statements of Net Position (Unaudited)

(In thousands)

June

2015

2014

Restricted assets:

Cash and investments:

Bonds reserve	\$ 56,868	\$ 54,943
Passenger facility charges and interest unapplied	63,360	60,770
Customer facility charges and interest applied	41,821	41,652
Commercial paper reserve	-	4
SBD bond guarantee	4,000	4,000
Bond proceeds held by trustee	314,300	503,001
Commercial paper interest held by trustee	-	13
Passenger facility charges receivable	6,304	4,066
Customer facility charges receivable	3,852	3,706
OCIP insurance reserve	4,274	4,909
Total restricted assets	\$ 494,779	\$ 677,064

Statements of Net Position (Unaudited)

(In thousands)

June

2015

2014

Noncurrent assets:

Capital assets:

Land and land improvements	\$ 72,564	\$ 71,082
Runways, roads and parking lots	590,459	568,936
Buildings and structures	1,112,273	1,023,600
Machinery and equipment	15,945	14,115
Vehicles	5,590	5,520
Office furniture and equipment	32,166	31,983
Works of art	3,424	2,469
Construction-in-progress	387,192	250,103
Total capital assets	2,219,612	1,967,808
Less: accumulated depreciation	(732,935)	(656,835)
Total capital assets, net	\$ 1,486,677	\$ 1,310,973

Statements of Net Position (Unaudited)

	(In thousands)	
	June	
	2015	2014
Other assets:		
Notes receivable - long-term portion	\$ 36,749	\$ 38,358
Investments - long-term portion	100,008	69,601
Net pension asset	6,317	6,920
Security deposit	500	500
Total other assets	143,575	115,379
Total noncurrent assets	1,630,253	1,426,352
TOTAL ASSETS	\$ 2,233,952	\$ 2,221,524

Statements of Net Position (Unaudited)

(In thousands)

June

Current liabilities:

Accounts payable and accrued liabilities

\$	82,547	\$	79,371
----	--------	----	--------

Deposits and other current liabilities

	5,129		2,578
--	-------	--	-------

Total current liabilities

	87,676		81,949
--	---------------	--	---------------

Current liabilities payable from restricted assets:

Current portion of long-term debt

	10,695		5,785
--	--------	--	-------

Accrued interest on bonds

--	--	--	--

and commercial paper

	33,151		31,089
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Total liabilities payable from restricted assets

\$	43,846	\$	36,874
----	---------------	----	---------------

Statements of Net Position (Unaudited)

	(In thousands)	
	June	
	2015	2014
Long-term liabilities:		
Revolving line of credit and commercial paper payable	\$ 38,705	\$ 44,126
Other long-term liabilities	14,700	9,446
Long-term debt - bonds net of amortized premium	1,307,089	1,322,112
Total long-term liabilities	1,360,494	1,375,684
Total liabilities	\$ 1,492,016	\$ 1,494,507

Statements of Net Position (Unaudited)

	(In thousands)	
	June	
	<u>2015</u>	<u>2014</u>
Net Position:		
Invested in capital assets, net of related debt	\$ 443,750	\$ 435,988
Other restricted	180,139	174,138
Unrestricted:		
Designated	28,078	23,237
Undesignated	89,970	93,654
Total net position	<u>741,936</u>	<u>727,017</u>
 TOTAL LIABILITIES AND NET POSITION	 <u><u>\$ 2,233,952</u></u>	 <u><u>\$ 2,221,524</u></u>



Questions?



Board Communication

Date: September 17, 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 June 30, 2015:

RECOMMENDATION: Accept the report.



San Diego County Regional Airport Authority

Review of the Authority's
Investment Report
As of June 30, 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.



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

Total Portfolio Summary

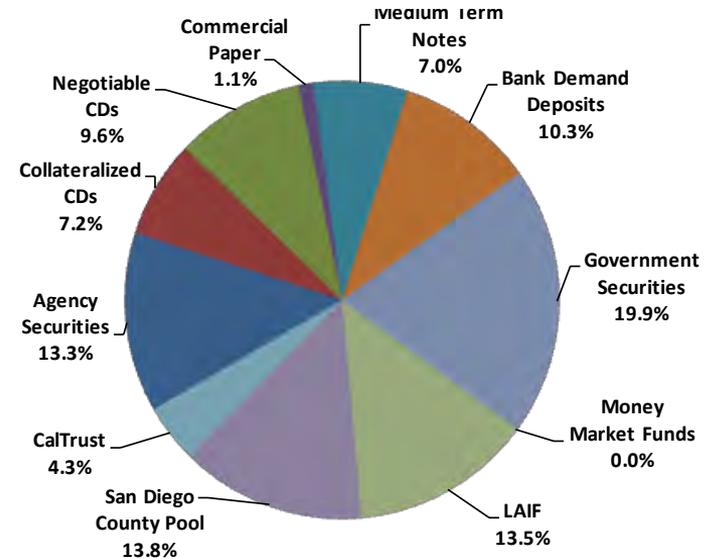
	Current Period	Prior Period	Change From
	June 30, 2015	March 31, 2015	Prior
Book Value (1)	\$352,335,000	\$346,484,000	\$5,851,000
Market Value (1)	\$352,545,000	\$346,325,000	\$6,220,000
Market Value%	100.06%	99.95%	0.11%
Unrealized Gain / (Loss)	\$210,000	(\$159,000)	\$369,000
Weighted Average Maturity (Days)	356 days	310 days	46
Weighted Average Yield as of Period End	0.65%	0.57%	0.08%
Cash Interest Received- Quarter-to-Date	\$385,000	\$675,000	(\$290,000)
Cash Interest Received- Year-to-Date	\$1,712,000	\$1,327,000	\$385,000
Accrued Interest	\$408,000	\$342,000	\$66,000

Notes:

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

Portfolio Composition by Security Type

	June 30, 2015		March 31, 2015		Permitted by Policy
	Market Value	Percent of Portfolio	Market Value	Percent of Portfolio	
Agency Securities	\$ 46,899,000	13.3%	\$ 62,905,000	18.2%	100%
Collateralized CDs	25,313,000	7.2%	25,281,000	7.3%	30%
Negotiable CDs	34,000,000	9.6%	21,012,000	6.1%	30%
Commercial Paper	4,000,000	1.1%	3,997,000	1.2%	25%
Medium Term Notes	24,630,000	7.0%	33,811,000	9.8%	15%
Bank Demand Deposits	35,928,000	10.3%	44,289,000	12.6%	100%
Government Securities	70,190,000	19.9%	43,277,000	12.5%	100%
Money Market Funds	104,000	0.0%	683,000	0.2%	20%
LAIF	47,654,000	13.5%	47,619,000	13.7%	\$50 million ⁽¹⁾
San Diego County Pool	48,752,000	13.8%	48,378,000	14.0%	\$50 million ⁽²⁾
CalTrust	15,075,000	4.3%	15,073,000	4.4%	\$50 million ⁽³⁾
Total:	\$ 352,545,000	100.0%	\$ 346,325,000	100.0%	

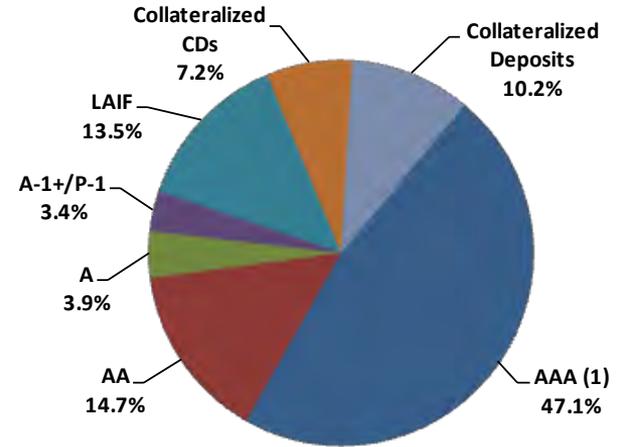


Notes:

- 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

	June 30, 2015		March 31, 2015	
	Market Value	Percent of Portfolio	Market Value	Percent of Portfolio
AAA ⁽¹⁾	\$ 165,944,000	47.1%	\$ 155,244,000	44.9%
AA	51,877,000	14.7%	52,027,000	15.0%
A	13,828,000	3.9%	9,869,000	2.8%
A-1+/P-1	12,000,000	3.4%	11,997,000	3.5%
LAIF	47,654,000	13.5%	47,619,000	13.7%
Collateralized CDs	25,313,000	7.2%	25,281,000	7.3%
Collateralized Deposits	35,929,000	10.2%	44,288,000	12.8%
Total:	\$ 352,545,000	100.0%	\$ 346,325,000	100.0%

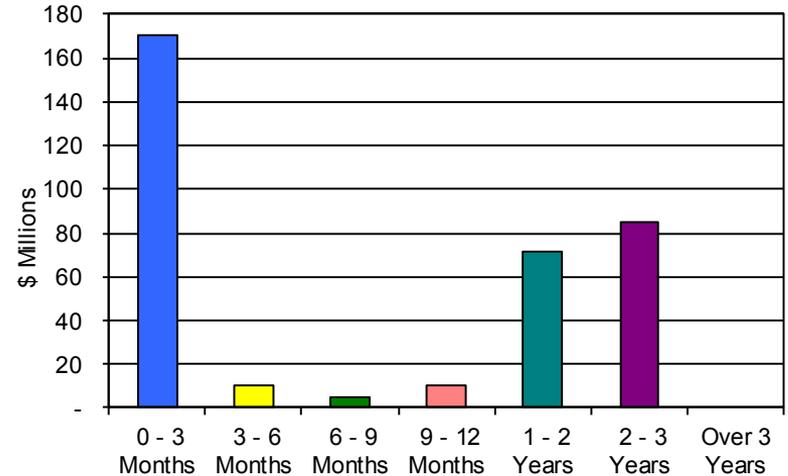


Notes:

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

Portfolio Composition by Maturity (1)

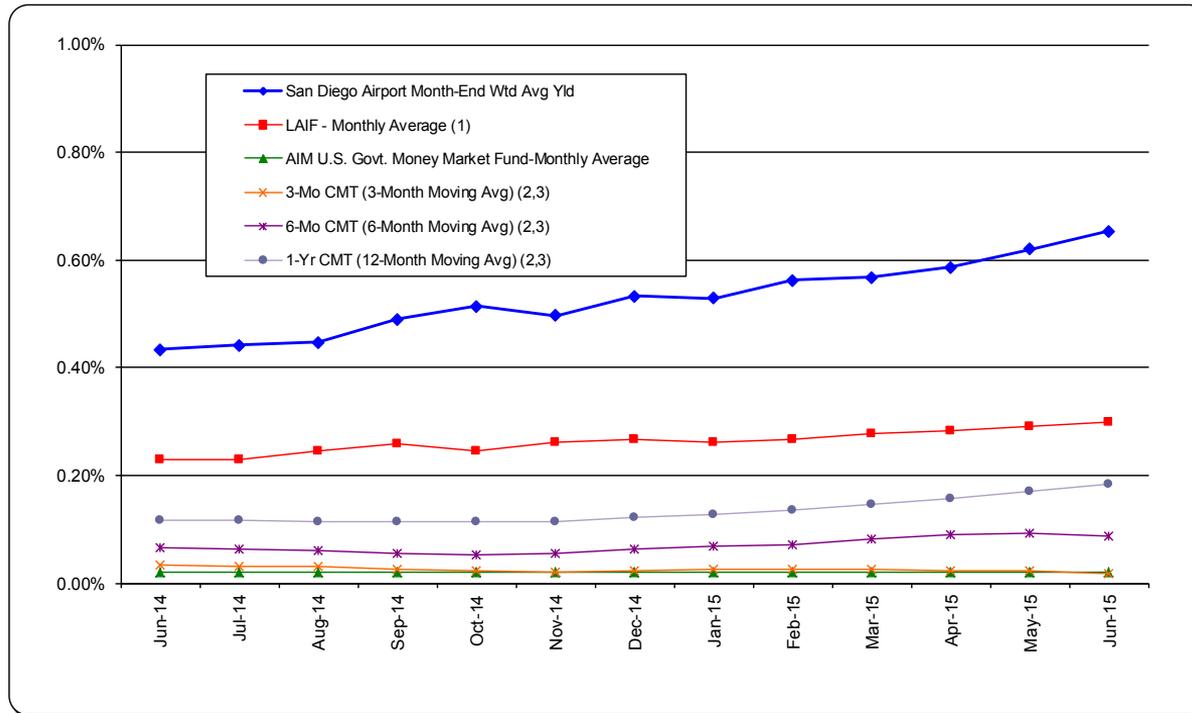
	June 30, 2015		March 31, 2015	
	Market Value	Percent of Portfolio	Market Value	Percent of Portfolio
0 - 3 Months	\$ 170,790,000	48.5%	\$ 156,042,000	45.0%
3 - 6 Months	10,035,000	2.8%	28,258,000	8.2%
6 - 9 Months	5,015,000	1.4%	10,023,000	2.9%
9 - 12 Months	9,828,000	2.8%	9,091,000	2.6%
1 - 2 Years	71,688,000	20.3%	83,062,000	24.0%
2 - 3 Years	85,189,000	24.2%	59,849,000	17.3%
Over 3 Years	-	0.0%	-	0.0%
Total:	\$ 352,545,000	100.0%	\$ 346,325,000	100.0%



Notes:

1.) The 0-3 Month 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 June 30, 2015

Settlement Date	Security Description	Coupon	Maturity Date	Next Call Date	Par Value	Purchase Price	Book Value	Market Price	Market Value	Days to Maturity	Yield to Maturity
09/21/12	FHLMC	1.000	09/12/17	09/12/15	3,000,000	99.975	2,999,250	99.96	2,998,770	805	1.000
01/16/13	FHLMC	1.050	01/16/18	07/16/15	3,000,000	99.970	2,999,100	100.04	3,001,230	931	1.056
01/30/13	FNMA	1.030	01/30/18	07/30/15	3,500,000	99.990	3,499,650	100.08	3,502,765	945	1.032
06/13/13	FHLB	0.375	06/24/16	06/24/16	5,000,000	99.023	4,951,150	99.99	4,999,650	360	0.701
10/10/13	FHLMC	0.875	10/14/16	10/14/16	9,000,000	100.180	9,027,400	100.56	9,050,400	472	0.814
12/10/13	FHLB	0.625	12/28/16	12/28/16	5,000,000	99.816	4,990,800	100.12	5,005,950	547	0.438
08/07/14	FHLB	0.500	09/28/16	09/28/16	8,300,000	99.696	8,277,375	100.02	8,301,992	456	0.653
09/08/14	FNMA	1.000	09/27/17	09/27/17	10,000,000	99.722	9,972,200	100.38	10,038,100	820	1.093
Agency Total					46,800,000		46,716,925		46,898,857	626	0.837
07/02/14	East West Bk CD	0.500	07/02/15		10,234,380	100.000	10,234,380	100.00	10,234,380	2	0.500
10/21/14	East West Bk CD	0.500	10/21/15		10,035,180	100.000	10,035,180	100.00	10,035,180	113	0.500
09/05/14	Torrey Pines Bank CD	0.500	09/04/15		5,043,889	100.000	5,043,889	100.00	5,043,889	66	0.500
Collateralized CDs Total					25,313,449		25,313,449		25,313,449	59	0.500

Detail of Security Holdings As of June 30, 2015

Settlement Date	Security Description	Coupon	Maturity Date	Next Call Date	Par Value	Purchase Price	Book Value	Market Price	Market Value	Days to Maturity	Yield to Maturity
08/14/14	Citibank CD	0.371	08/11/15		4,000,000	100.000	4,000,000	100.00	4,000,000	42	0.371
09/11/14	US Bank CD	1.375	09/11/17		4,000,000	100.000	3,993,560	99.94	3,997,760	804	1.430
02/13/15	HSBC Bank CD	0.880	08/15/16		4,000,000	100.000	4,000,000	100.06	4,002,520	412	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	457	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	646	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	661	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	696	1.150
08/19/14	Goldman Sachs CD	0.900	08/12/16		4,000,000	100.000	4,000,000	100.00	4,000,000	409	0.900
	Negotiable CDs Total				34,000,000		33,993,560		34,000,280	518	0.963
01/20/15	BANK OF TOKYO MITS CP	0.310	07/15/15		4,000,000	99.885	3,993,938	100.00	3,999,800	15	0.310
	Commercial Paper Total				4,000,000		3,993,938		3,999,800	15	0.310
05/12/15	APPLE INC NOTES	1.000	05/03/18		4,000,000	99.121	3,964,840	98.99	3,959,560	1038	1.302
01/15/15	BERKSHIRE HATHAWAY	0.553	01/12/18		5,000,000	100.000	5,000,000	100.12	5,006,200	927	0.554
07/18/14	WELLS FARGO CO Notes	3.678	06/15/16		4,700,000	105.559	4,961,273	102.72	4,827,981	351	0.737
10/10/13	GE CAP CORP	0.843	01/08/16		5,000,000	100.452	5,022,600	100.30	5,014,900	192	0.680
11/19/14	CHEVRON CORP	1.345	11/15/17		5,000,000	100.199	5,009,950	100.41	5,020,350	869	1.345
11/01/13	COCA COLA CORP NOTE	0.750	11/01/16		800,000	100.080	799,080	100.09	800,680	490	0.789
	Medium Term Notes				24,500,000		24,757,743		24,629,671	654	0.904

Detail of Security Holdings As of June 30, 2015

Settlement Date	Security Description	Coupon	Maturity Date	Next Call 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	99.60	10,104,623	974	1.015
02/24/14	U.S. Treasury	0.750	01/15/17		3,000,000	100.230	3,006,914	100.38	3,011,250	565	0.669
03/31/14	U.S. Treasury	1.000	03/31/17		6,000,000	100.175	6,013,594	100.77	6,045,960	640	0.940
04/01/15	U.S. Treasury	0.750	03/31/18		16,050,000	99.477	15,965,988	99.49	15,968,466	1005	0.927
03/05/14	U.S. Treasury	1.000	08/31/16		4,890,000	101.203	4,948,833	100.72	4,925,159	428	0.512
12/30/14	U.S. Treasury	0.750	12/31/17		6,600,000	98.730	6,528,242	99.79	6,586,074	915	1.182
06/18/14	U.S. Treasury	0.875	01/31/17		5,000,000	100.199	5,009,961	100.56	5,027,750	581	0.798
06/10/15	U.S. Treasury	1.000	05/31/18		15,000,000	99.762	14,964,258	100.03	15,004,650	1066	1.082
06/18/14	U.S. Treasury	0.875	06/15/17		3,500,000	99.967	3,488,516	100.45	3,515,855	716	0.987
Government Total					70,185,000		69,976,974		70,189,787	869	0.951
East West Bank					103,697	100.000	103,697	100.00	103,697	1	0.350
East West Bank					21,538,567	100.000	21,538,567	100.00	21,538,567	1	0.350
Wells Fargo Bank					4,053,046	100.000	4,053,046	100.00	4,053,046	1	0.190
US Bank General Acct					10,233,228	100.000	10,233,228	100.00	10,233,228	1	0.000
Bank Demand Deposits					35,928,539		35,928,539		35,928,539	1	0.232
Reich & Tang MMF					104,205	100.000	104,205	100.00	104,205	1	0.000
Money Market Fund					104,205		104,205		104,205	1	0.000
Local Agency Invstmnt Fd					47,637,116	100.000	47,637,116	100.03	47,653,551	1	0.299
San Diego County Inv Pool					48,838,014	100.000	48,838,014	99.82	48,752,065	1	0.520
CalTrust					15,074,777	100.000	15,074,777	100.00	15,074,777	1	0.510
Grand Total					\$ 352,381,100	99.99	\$ 352,335,240	100.06	\$ 352,544,981	356	0.654

Portfolio Investment Transactions

From April 1st, 2015 - June 30th, 2015

Settle Date	Security Description	Security Type	CUSIP	Coupon	Mature Date	Call Date	Unit Price	Amount
PURCHASES								
04/01/15	US TREAS NTS	U.S. Treasury	91282UU2	0.750	03/31/18	--	99.477	\$ 15,966,317
04/10/15	CANADIAN IMPERIAL BANK CD	Negotiable CD	13606JYY9	1010	04/06/17	--	100.000	5,000,000
04/27/15	RABOBANK	Negotiable CD	21684BXH2	1070	04/21/17	--	100.000	4,000,000
05/12/15	APPLE INC NOTES	MTN	037833AJ9	1000	05/03/18	--	99.121	3,965,840
05/29/15	NORDEA BK CD	Negotiable CD	65558LFA5	1150	05/26/17	--	100.000	4,000,000
06/10/15	US TREAS NTS	US TREAS NTS	912828VE7	1000	05/31/18	--	99.762	14,968,356
								\$ 47,900,513
CALLS								
								\$ -
MATURITIES								
								\$ -
WITHDRAWALS / SALES / TRANSFERS								
04/01/15	FHLMC	AGCY	3137EADQ9	0.500	05/13/16	--	100.104	\$ 8,023,653
04/01/15	FHLMC	AGCY	3134G5RF4	0.400	05/27/16	--	99.983	8,010,196
04/10/15	Caterpillar Financial	MTN	14912L5U1	0.411	08/28/15	--	100.069	5,005,852
04/27/15	Toyota Motor Corp Notes	MTN	89233P4R4	2.800	01/11/16	--	101.679	4,100,138
05/12/15	APPLE INC NOTES	MTN	037833AH3	0.450	05/03/16	--	100.040	4,002,050
05/29/15	US TREAS NTS	US TREAS NTS	912828RF9	1000	08/31/16	--	100.727	4,038,845
								\$ 33,180,734

Bond Proceeds Summary

SUMMARY OF 2010, 2013 & 2014 BOND PROCEEDS*

As of: June 30, 2015

(in thousands)

	Series 2010	Series 2013	Series 2014	Total	Yield	Rating
<u>Project Fund</u>						
LAIF	\$ -	\$ -	\$ 50,625	\$ 50,625	0.30%	N/R
SDCIP	-	42,815	55,498	98,313	0.52%	AAAf
	<u>\$ -</u>	<u>\$ 42,815</u>	<u>\$ 106,123</u>	<u>\$ 148,938</u>		
<u>Capitalized Interest</u>						
SDCIP	\$ -	220	\$ 16,420	\$ 16,640	0.52%	AAAf
	<u>\$ -</u>	<u>\$ 220</u>	<u>\$ 16,420</u>	<u>\$ 16,640</u>		
<u>Debt Service Reserve & Coverage Funds</u>						
SDCIP	\$ 30,399	\$ 33,181	\$ 13,534	\$ 77,114	0.52%	AAAf
East West Bank CD	20,772	-	-	20,772	0.75%	N/R
Torrey Pines DDA	-	-	15,093	15,093	0.40%	N/R
	<u>\$ 51,171</u>	<u>\$ 33,181</u>	<u>\$ 28,627</u>	<u>\$ 112,979</u>		
	<u><u>\$ 51,171</u></u>	<u><u>\$ 76,216</u></u>	<u><u>\$ 151,170</u></u>	<u><u>\$ 278,557</u></u>	0.49%	

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

Bond Proceeds Investment Transactions

From April 1st, 2015 - June 30th, 2015

Settle Date	Description	Security Type	CUSIP	Coupon	Mature Date	Call Date	Unit Price	Amount
PURCHASES								
							\$	-
CALLS								
							\$	-
MATURITIES								
							\$	-
DEPOSITS								
							\$	-
WITHDRAWALS / SALES								
4/1/2015	SDCIP (2013 Bonds)	SDCIP		0.47			1.000	\$14,652,832
5/1/2015	SDCIP (2014 Bonds)	SDCIP		0.49			1.000	11,644,811
6/10/2015	SDCIP (2014 Bonds)	SDCIP		0.52			1.000	12,633,087
6/23/2015	SDCIP (2014 Bonds)	LAIF		0.30			1.000	2,395,890
							\$	41,326,620



Questions ?



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

**Item No.
13**

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Required Communication to the Audit Committee on the Financial and Compliance Audit for the Fiscal Year Ended June 30, 2015

Recommendation:

The Audit Committee recommends that the Board receive the information.

Background/Justification:

The Charter of the Audit Committee, and as specified in the Statement on Auditing Standards (SAS) 114, requires that the Authority's external auditor communicate its planned scope and timing for conducting the audit of the Authority's financial statements for review and approval by the Audit Committee; and to communicate an annual report on independence, a report on its quality control program and peer review, and other responsibilities under generally accepted auditing standards.

On April 21, 2014, staff presented a recommendation to the Audit Committee to enter in to an agreement with BKD, LLP, for Financial Audit Services. The Audit Committee recommended that the Board adopt Resolution No. 2014-0039 approving and authorizing the President/CEO to execute an agreement with BKD.

During the May 1, 2014, Board Meeting, the Board adopted Resolution No. 2014-0039 approving and authorizing the President/CEO to execute an agreement with BKD, LLP, for an amount not to exceed \$950,000 for a three year term with an option for two (2) one year extensions.

A presentation by BKD pertaining to the Fiscal Year Ended June 30, 2015, Financial and Compliance Audit was provided to the Audit Committee during its August 17, 2015, meeting (Attached). BKD's Engagement Partner presented the guidelines being followed to perform the audit, the scope of the audit, including revisions to professional standards that will effect reporting, the timing for the audit's completion, and the areas BKD's audit approach takes into consideration. The Audit Committee unanimously voted to forward this item to the Board for information.

Fiscal Impact:

Adequate funding for the agreement with BKD, LLP, for performing the Authority's financial audit services is included in the approved FY 2016 Budget and FY 2017 Conceptual Budget within the Services-Auditing line item. Expenses that will impact budget years not yet adopted by the Board will be included in future year budget requests.

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:

MARK A. BURCHYETT
CHIEF AUDITOR



Required Communication to the Audit Committee on the
Financial and Compliance Audit for the Fiscal Year Ended
June 30, 2015

Presented By: Joseph P. Vande Bosche, Partner and
David M. Coleman, Partner

August 17, 2015



Engagement Team

- ▲ Joe Vande Bosche, Concurring Review Partner
- ▲ David Coleman, Engagement Partner
- ▲ Andrew Sherwood, Senior Associate
- ▲ Bryan Callahan, Senior Managing Consultant
- ▲ Stephen O'Beirne, Audit Associate

Overview

- ▲ Our audit will be conducted in accordance with the following guidelines:
 - Auditing standards generally accepted in the United States of America
 - *Government Auditing Standards*
 - U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments and Nonprofit Organizations*
 - *Passenger Facility Charge Audit Guide for Public Agencies*
 - We will also issue a management letter including our required communications to the Audit Committee

Planned Scope

- ▲ The following are considered as having a higher risk of material misstatement due to error or fraud:
 - Management override of controls
 - Revenue recognition
 - Investment classification
 - GASB 68 adoption

Planned Scope (*continued*)

- ▲ The following will also be considered areas of higher audit risk:
 - **Passenger Facility Charge Program**: Tests of account balances are performed to substantiate the passenger facility charge revenue and year-end receivable balances and tests of compliance are performed in accordance with the *Passenger Facility Charge Audit Guide for Public Agencies*
 - **Federal Award Programs**: All federal award programs are currently facing greater scrutiny than ever due to a number of factors. We test compliance with the specific requirements that are direct and material to each identified major program, as well as the associated controls over compliance

Planned Timing

- ▲ **Week of May 18** - Planning, interim fieldwork and risk assessment
- ▲ **Week beginning August 24th** - Final audit fieldwork, including A-133 testing
- ▲ **September [TBD] 2015** - Exit conference with management to review draft financial statements and other required communications
- ▲ **October 1, 2015** - Drafts of deliverable available for review by management
- ▲ **Week of October 5, 2015** – Concurring partner review to be performed
- ▲ **October 15, 2015** - Release final deliverables
- ▲ **November 16, 2015** - Presentation of financial statements, our required communications and other deliverables to the Audit Committee
- ▲ **December 17, 2015** - Presentation of financial statements, our required communications and other deliverables to the Board

Approach to Planning

- ▲ Planning and Risk Assessment – Our procedures include:
 - Obtaining an understanding of the internal control environment:
 - ▶ Reviewing client prepared documentation of internal control policies and procedures
 - ▶ Testing internal control systems and procedures as appropriate
 - ▶ Assessing control risk
 - Obtaining an understanding of changes to the Authority's operations for the year, including new revenue streams and activities
 - Examining Authority Board and Audit Committee minutes and highlighting any ordinances, resolutions, laws and compliance regulations to be reviewed

Approach to Planning *(continued)*

- ▲ Planning and Risk Assessment – Our procedures include (continued):
 - Determining materiality levels for the Authority
 - Completing our preliminary analytical review procedures
 - Identifying new accounting and auditing pronouncements that may have an impact on the audit and/or financial statements and discussing a plan for implementation with the Authority staff
 - Developing applicable audit programs to address significant audit areas and the specific risks identified during our risk assessment procedures

Revisions to Professional Standards

- ▲ GASB Statement No. 68, *Accounting and Financial Reporting for Pensions (an amendment of GASB Statement No. 27)* – effective for 2015
- ▲ GASB Statement No. 72, *Fair Value Measurement and Application* – effective for 2016
- ▲ GASB Statement No. 75, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*– effective for 2017

Consideration of Errors or Fraud

- ▲ Our responsibility, as it relates to fraud, in an audit of financial statements is addressed in Statement on Auditing Standards No. 99, *Consideration of Fraud in a Financial Statement Audit*
- ▲ Statements on Auditing Standards Nos. 104–111 address how we are to assess and respond to the risks of material misstatement due to error or fraud in an audit

Consideration of Errors or Fraud (*continued*)

- ▲ Our audit approach includes:
 - Engagement Team Brainstorming
 - ▶ Discussions include how and where we believe the entity's financial statements might be susceptible to material misstatement due to errors or fraud, how management could perpetrate and conceal fraudulent financial reporting and how assets of the entity could be misappropriated
 - ▶ An emphasis is placed on the importance of maintaining the proper state of mind throughout the audit regarding the potential for material misstatement due to errors or fraud

Consideration of Errors or Fraud *(continued)*

- Inquiries of management and others:
 - ▶ Audit Committee Chair
 - ▶ President/CEO
 - ▶ Chief Auditor
 - ▶ General Counsel
 - ▶ Vice President of Finance/CFO
 - ▶ Others as deemed appropriate in the following areas:
 - Accounting
 - Procurement
 - Airport Development
 - Information Technology
 - Human Resources

Consideration of Errors or Fraud *(continued)*

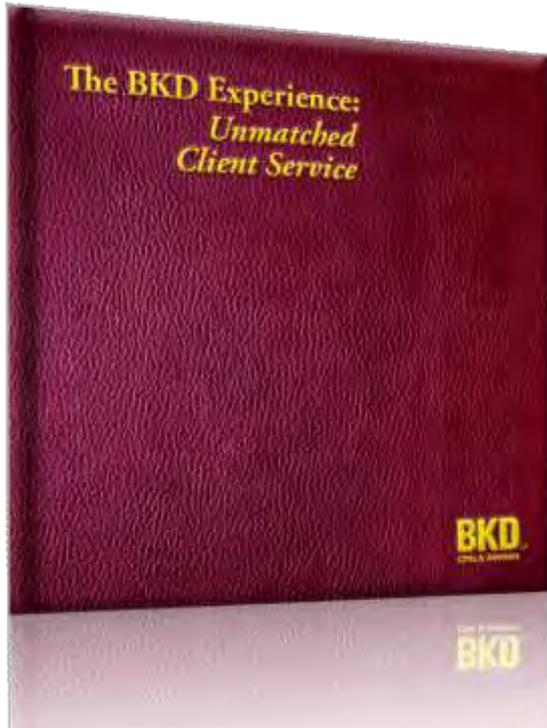
- Inquiries are directed towards the risks of errors or fraud and whether personnel have knowledge of any fraud or suspected fraud affecting the entity
- Review of accounting estimates for bias
- Evaluation of business rationale for significant unusual transactions
- Incorporation of an element of unpredictability into our audit procedures

Contacts

- ▲ It is our understanding that the appropriate people within the Authority's governance structure with whom to communicate are:
 - Paul Robinson
- ▲ If you need to contact us:
 - Joe Vande Bosche, Partner – 317.383.4039; jvandebosche@bkd.com
 - David Coleman, Partner – 972.702.8262; dcoleman@bkd.com
 - Andrew Sherwood, Senior – 972.702.8262; asherwood@bkd.com

Our Client Service Culture

The BKD Experience service philosophy sets expectations for serving clients



- Integrity First
- True Expertise
- Professional Demeanor
- Responsive Reliability
- Principled Innovation

Questions





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

Item No.
14

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Fiscal Year 2015 - Annual Report from the Audit Committee

Recommendation:

The Audit Committee recommends that the Board accept the report.

Background/Justification:

On November 25, 2002, Authority Policy Article 1, adopted by the Board per Resolution No. 2002-2, established the administration and governance of the San Diego County Regional Airport Authority. Policy Section 1.50 (5)(c)(iv) outlines the Audit Committee's roles, responsibilities, and practices.

On October 2, 2003, the Board approved the Charter of the Audit Committee (formerly Audit and Performance Monitoring Committee).

In accordance with the Audit Committee Charter and the oversight responsibilities outlined in Authority Policy Section No. 1.50 (5)(c)(ii), the Committee shall annually provide a report to the Board covering the discharge of its duties and the responsibilities carried out during the previous year.

During the meeting of the Audit Committee on August 17, 2015, the 2015 Annual Report of the Audit Committee for the period July 1, 2014, through June 30, 2015, was presented by the Committee Chair. The Annual Report documenting the accomplishments of the Committee is presented as Attachment A. The Audit Committee unanimously voted to forward its report to the Board for information.

Fiscal Impact:

None

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:

MARK A. BURCHYETT
CHIEF AUDITOR

August 17, 2015

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

Ex-Officio Board Members

Laurie Berman
Col. John Farnam
Erana Ortega

President / CEO
Inella F. Bowers

Robert H. Gleason
Board Chair
San Diego County Regional Airport Authority
P.O. Box 82776
San Diego, CA 92138-2776

Dear Mr. Gleason:

On January 15, 2015, Board Member Tom Smisek's service on the Board, and his role as Audit Committee Chair, concluded. It is my pleasure as the Committee Chair to provide the Annual Report from the Audit Committee to the San Diego County Regional Airport Authority Board for the Fiscal Year 2015.

The Audit Committee convened four times during Fiscal Year 2015. The meeting minutes for these public sessions are on file with the Clerk of the Board and can also be found on the San Diego International Airport website www.san.org. Following are a list of the meeting dates:

- August 18, 2014
- November 17, 2014
- February 9, 2015
- May 4, 2015

During Fiscal Year 2015, the Authority's financial records were audited by the independent public accounting firm BKD, LLP. The Audit Committee reviewed and approved the Fiscal Year Ended June 30, 2014, audited financials at its November 17, 2014, meeting, as well as the Comprehensive Annual Financial Report (CAFR) issued by the Authority's Finance Department. The reports included:

- Audited Financial Statements
- Compliance (single audit) Report
- Passenger Facility Charge (PFC) Compliance Report
- Customer Facility Charge (CFC) Compliance Report
- Report to the Audit Committee
- 2014 Comprehensive Annual Financial Report (CAFR)

The Audit Committee additionally monitors the performance of the Airport Authority through the information provided by the activities of the Office of the Chief Auditor (OCA).

SAN DIEGO
COUNTY
REGIONAL
AIRPORT
AUTHORITY

Page 2 of 2

The Audit Committee reviewed, approved, or received as information, the following reports and presentations submitted by the OCA:

- Fiscal Year 2014 Annual Report of the Office of the Chief Auditor
- Fiscal Year 2015 Quarterly Reports and corresponding audit recommendations
- Audit Reports issued by the Office of the Chief Auditor during Fiscal Year 2015, totaling 37
- Recommendations issued by the Office of the Chief Auditor during Fiscal Year 2015, totaling 29
- Fiscal Year 2015 Audit Plan and Proposed Budget for the Office of the Chief Auditor
- Construction Audit Updates
- Ethics Program and Confidential Hotline Updates
- Public Employee Performance Evaluation Goal Setting for the Chief Auditor

In addition, a revision to the Charter for the Office of the Chief Auditor was reviewed by the Audit Committee and approved by the Authority Board in early Fiscal Year 2015. The revision implemented a recommendation from an external Quality Assessment Review report on the OCA that was issued in April 2014.

Sincerely,



Paul Robinson
Audit Committee Chair

PR/MAB/sro

cc: Thella F. Bowens, President/CEO



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

**Item No.
15**

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Fiscal Year 2015 Annual Audit Activities Report from the Office of the Chief Auditor

Recommendation:

The Audit Committee recommends that the Board accept the report.

Background/Justification:

On October 2, 2003, the Charter of the Office of the Chief Auditor was instituted by Board approval establishing the role and requirements of the Office of the Chief Auditor (OCA). The Charter outlines the working relationship and responsibilities of the Chief Auditor to the Audit Committee and to Authority management.

As directed in the Charter, the Chief Auditor shall annually report to the Board on audits completed, findings, corrective actions, and the implementation status on recommendations.

In accordance with the Charter of the Office of the Chief Auditor, the Fiscal Year 2015 Annual Report was submitted as Attachment A to the Audit Committee by the Office of the Chief Auditor. The Annual Report provides an account of activities and accomplishments for Fiscal Year 2015 and features details on all recommendations issued and their implementation status.

During its meeting of August 17, 2015, the Audit Committee unanimously voted to forward the Office of the Chief Auditor's Fiscal Year 2015 Annual Report to the Board for acceptance.

Fiscal Impact:

None

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:

MARK A BURCHYETT
CHIEF AUDITOR

ATTACHMENT A



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
OFFICE OF THE CHIEF AUDITOR

FISCAL YEAR 2015 ANNUAL REPORT

August 6, 2015



August 6, 2015

Fiscal Year 2015 Annual Report

Paul Robinson, Chair
Audit Committee
San Diego County Regional Airport Authority
P.O. Box 82776
San Diego, California 92138-2776

Dear Mr. Robinson:

The Office of the Chief Auditor (OCA) presents our Annual Report for Fiscal Year 2015. The report details the audit and administrative activities of the Office, the resolution of past audit findings, and highlights the Fiscal Year 2016 Audit Plan.

Fiscal Year 2015 was another productive year for the OCA that included:

- Issuance of 37 audit reports
- Continued execution of the Concession audit program
- Continued construction audit activities
- Supervision of the Ethics Program

In all, the Office of the Chief Auditor continues to aspire to be an effective, diligent, contributor to the optimization of the San Diego County Regional Airport Authority.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Mark A. Burchyett", is written over a light blue horizontal line.

Mark A. Burchyett
Chief Auditor

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Audit Activities

The Office of the Chief Auditor's (OCA) Fiscal Year 2015 internal audit plan had three (3) categories of audits: 1) Business Process Audits, 2) Expense Contract Audits, and 3) Revenue Contract Audits. Additionally, there are specific annual ongoing audits and support duties that are apportioned within the audit plan. The Annual Audit Plan for Fiscal Year 2015 (see Appendix A) included 40 planned audits. Also incorporated within the Fiscal Year 2015 plan were four (4) audits carried over from the Fiscal Year 2014 audit plan that were not completed during that fiscal year. Furthermore, during the 2015 fiscal year, one (1) unplanned audit was added to the audit schedule as a "Special Request".

In total during FY15, the OCA issued 37 final audit reports, including ten (10) during the fourth quarter. Additionally, the OCA had numerous audits that were nearing completion at the end of the 4th quarter, including three (3) draft audit reports that had been sent to the affected departments for review and comment. From the completed audit reports, we issued a total of 28 recommendations (See Page 5, Table 3: Status of Recommendations Issued in FY2015).

Table 1: Total Reports Issued by the Office of the Chief Auditor in Fiscal Year 2015

Quarter	Audits Issued	Recommendations Issued
1 st	9	4
2 nd	6	5
3 rd	12	4
4 th	10	16
Total	37	29

Below are highlights from the OCA audits completed during the fiscal year.

Business Process Audits

The OCA issued nine (9) business process audit reports during this fiscal year. The audits within this category included departmental audits where the OCA reviews the operations of an entire Authority department, as well as reviews selected processes or projects that may span multiple Authority functions. Significant projects within this category included our annual audit of the Procurement Card Program, Public Records Management, and Timekeeping Payroll Processing. Each of these audits identified several potential improvements to the Authority's processes to mitigate certain identified risks.

Expenditure Contract Audits

Included within this category are audits of consulting, service, and construction contracts. During Fiscal Year 2015 the OCA completed 14 expenditure contract audits. In these audits the OCA ensures that the contracts adhere to Authority policies, follow industry best practices, and that internal controls have been established and are working properly. Generally, these audits review the procurement process for the contracts, contract monitoring, and expenditures resulting from the contracted activities. Of note, the OCA completed audits of Demattei Wong Architecture, Inc. and PCL Construction Services, Inc., which identified improvements to the contract management process. Additionally, the annual audits of the Port District Billings and Aircraft Rescue and Fire Fighting Expense Billings are included within this category.

Revenue Contract Audits

This category includes audits of entities that provide some form of revenue to the Authority, with the OCA completing a total of 14 revenue audits for the year. Revenue audits include reviews of airline landing fees, airline services, car rental agencies, and concessions. Audits completed this fiscal year included audits of Fox Rent A Car, Inc., Avis Rent A Car Systems, LLC, and Enterprise Holdings Inc., which identified a total of \$192,157 in additional revenue for the Authority. However, an audit of EZ Rent A Car, Inc. found that they had been collecting excess CFCs from their customers and remitting that amount to the Authority. This resulted in a net loss of \$42,144 to the Authority.

Special Request Audits

The OCA sets aside audit hours within each Annual Audit Plan in order to respond to special requests from both the Authority Board and from Management. Included in the totals stated in the three (3) categories above is one (1) special request audit that the OCA completed during the year and entailed a review of the tenant leasing the salt farm property from the Authority.

In Progress Audits

In Fiscal Year 2015, the OCA tried to maintain a steady pace of activity, yet did not fully complete all planned audits for the year. Specifically, as of June 30, 2015, the following audits had been sent to the audited departments as Draft audit reports:

- Ace Parking Management, Inc.
- High Flying Foods San Diego, LLC
- Merriwether Williams Insurance Services

Additionally, the following audits were in progress as of June 30, 2015:

- Business and Travel Expenses
- SSP America Inc. (FSP 5)
- The Hertz Corporation

Each of the above audits should be completed within the 1st Quarter of Fiscal Year 2016.

Audit Follow-Up

The OCA tracks the number and the status of recommendations issued in audit reports. Tracking of recommendations was completed through regular inquiries made to the audited departments or to the owners of specific recommendations. These inquiries allow the OCA to determine how many recommendations have been completed, as well as to obtain the status of the recommendations in progress. In Fiscal Year 2015, the OCA issued a total of 29 recommendations, of which nine (9) are fully implemented. See Table 2 for an overview of recommendations issued by the OCA in Fiscal Year 2015. For detailed descriptions of recommendations that were unresolved as of June 30, 2015, and for details of all recommendations completed in FY 2015, see Appendices B and C respectively.

Table 2: Status of Recommendations Issued in Fiscal Year 2015

Quarter	Recommendations				
	Issued	Completed ¹	In-Progress ²	Open ³	Not Accepted
1 st	4	4	0	0	0
2 nd	5	5	0	0	0
3 rd	4	1	3	0	0
4 th	16	3	11	2	0
Total	29	13	14	2	0

In addition to the recommendations issued in Fiscal Year 2015, the OCA continued to track the status of recommendations issued in prior fiscal years. In total, the OCA tracked 21 recommendations issued prior to this fiscal year and not fully completed as of June 30, 2014. As of June 30, 2015, 19 of those recommendations have been implemented, one (1) was in process, and one (1) was not accepted by management.

¹ Includes recommendations that the OCA had determined to be completed.

² Includes recommendations that are not fully completed but action has been taken.

³ Includes recommendations where corrective action has not yet begun.

Non-Audit Activities

The OCA had numerous non-audit activities during Fiscal Year 2015, which are described below. For Fiscal Year 2016, the OCA will continue its activities in support of the Authority and the Board.

Training

The OCA informally complies with the continuing education requirements (CPE) issued by The Institute of Internal Auditors' "red book" and the U.S. General Accounting Office's "yellow book". During the fiscal year staff completed numerous training courses including:

- Attendance at the Annual Association of Airport Internal Auditors Conference
- Attendance at a joint ISACA/IIA seminar covering varied IT and audit topics
- Attendance at the 2015 ALGA Regional Training

Additionally, staff completed or attended webinars and self-study courses in order to meet their minimum CPE requirements.

Audit Committee Support

During Fiscal Year 2015, the Audit Committee met four (4) times, which occurred on:

- August 18, 2014
- November 17, 2014
- February 9, 2015
- May 4, 2015

Before each regular meeting of the Audit Committee the OCA coordinated all activities relating to agenda preparation and materials required.

Ethics Compliance Program

The OCA continues to run the Authority Ethics Program and confidential hotline system. During Fiscal Year 2015, four reported items warranted further investigation into potential Code of Ethics violations. Three issues were resolved without a finding and one issue was turned over to Management for appropriate action. The Ethics Officer continues to receive numerous employee-related concerns as well. Items that continue to surface are:

- Volunteer opportunity emails; quantity and feeling pressured.
- Workplace practices and equitability; perceived inequities between departments.
- United Way; desire for organization to support donations to additional charities.
- Departmental holiday parties; Authority funds expended amongst/between departments.

See Appendix E, Ethics Hotline Call Summary, for a complete summation of calls received during Fiscal Year 2015.

Staffing

During the fiscal year, the OCAs Concession Auditor left employment with the Authority. Prior to leaving, the Auditor had established a concession audit program and conducted numerous audits and reviews. Those activities did not identify significant concerns or issues with the Authority's concessionaires. Therefore, we determined that immediately refilling the concession auditor position was not the best use of Authority funds. Rather, we will utilize graduate level interns to supplement our staffing. The recruitment and hiring of the intern positions is on-going.

Performance Measures

Each fiscal year the OCA develops and tracks performance measures to gauge the progress and success of the office. For Fiscal Year 2015, the OCA developed five (5) separate measures that could be used to evaluate OCA performance. Table 3 below outlines the OCAs performance against the selected measures.

Table 3: Status of Performance Measures as of June 30, 2015

Performance Measure	Goal	Progress as of June 30, 2015
Percentage of the audit plan completed annually	100%	86%
Additional revenue/cost savings identified through audits	n/a	\$271,755
Percentage of staff time spent on audit activities	80%	86%
Percentage of audits completed within budgeted time	80%	81%
Implementation of Recommendations	90%	64%

The measures are detailed below along with further explanation of the OCAs performance for the fiscal year:

Percentage of the audit plan completed annually: This measure provides information on the number of audits accomplished of those planned for the year. For the year, the OCA completed 86% of the Fiscal Year 2015 audit plan. Specifically, 37 out of 43 audits were finalized as issued audit reports. Additionally, there were three (3) draft audit reports that were awaiting review and comment from the audited departments. If these reports are included in the completed audits total, progress on the Fiscal Year 2015 audit plan is 93%.

Additional revenue/cost savings identified through audits: While the value of an audit cannot be adequately assessed by this performance measure, it does provide quantifiable values for completed audits. More important is probably whether the amount of identified additional revenue and cost savings is realized by the Authority. While that total is also tracked and monitored by the OCA, it is highly dependent on circumstances outside the control of the OCA, and therefore, it does not make a good measure of the efficiency and effectiveness of the department. For the year, the OCA greatly exceeded the goal by identifying over \$271,755 in new revenue, as shown in Table 4 below.

Table 4: Schedule of Additional Revenue and Cost Savings Identified through Audit Activity

Audit Report Number	Title	Amount Identified	Amount Collected/ Paid
15017	Avis Rent A Car Systems	\$133,955	\$133,955
14032	Emergency Medical Technician-Paramedic Services	6,984	6,984
15018	Enterprise Holdings Inc.	45,427	--
15021	EZ Rent A Car	<42,144>	<42,144>
15019	Fox Rent A Car	12,775	12,775
15026	Gate Gourmet Inc.	1,719	--
15040	San Diego Unified Port District Billings - Fiscal Year 2014	68,885	68,885
15034	Aircraft Rescue and Fire Fighting Expense Billings - FY14	39,668	--
15039	Emergency Medical Technician-Paramedic Services	4,486	--
Total		\$271,755	\$180,455

Percentage of staff time spent on audit activities: This measure helps ensure that the OCA spends an adequate amount of time on audit activities rather than administrative activities. For Fiscal Year 2015, the OCA was well over our goal of 80% percent. This goal is the cumulative percentage of the target utilization for all audit staff.

Percentage of audits completed within budgeted time: This category monitors how efficient audit staff is in performing their audits. Specifically, audit staff is held accountable to the internally prepared audit budgets for each project. However, it does recognize that budgets may need adjustment(s) as additional facts become known during an audit. In Fiscal Year 2015, the OCA completed 81 percent of its audits within the budgeted time.

Implementation of Audit Recommendations: This category helps to evaluate the quality of the findings and recommendations issued by the OCA. Additionally, it helps hold the OCA accountable for the quality of the recommendations issued. For the year, 64% of the recommendations have been implemented, which is under our goal. However, as shown by Table 5, the percentage of recommendations completed greatly increases as time proceeds and the percentage is greatly affected by the 16 recommendations issued during the fourth quarter for which implementation has not commenced.

Table 5: *Percentage of Recommendations Completed*

Recommendation Origination	Recommendation				
	Tracked	Completed	Not Accepted	Outstanding	% Completed
Carryover	21	19	1	1	90%
1 st Quarter	4	4	0	0	100%
2 nd Quarter	5	5	0	0	100%
3 rd Quarter	4	1	0	3	25%
4 th Quarter	16	3	0	13	19%
Total	50	32	1	17	64%

Construction Audit Activities

Throughout Fiscal Year 2015, the OCA continued its Construction Audit activity separate from its Annual Audit Plan. The OCA Construction Auditor completed the audit testwork of the agreements with Demattaei Wong Architecture, Inc. and PCL Construction Services, Inc. as part of the Fiscal Year 2015 OCA Audit Plan. The knowledge gained in observing how Authority personnel handled the issues with the projects, the consultants, and the contractors for the two projects, and for the resulting changes needed to the agreements, is currently being used in our review of other projects in the Airport Design & Construction Department and Facilities Development Department.

The OCA Construction Auditor also performed a preliminary review of the methodology used to allocate the different cost categories of the Checked Baggage Inspection System for the final reimbursement request under the TSA Other Transaction Agreement. Other on-going activities related to Green Build included:

- Review of Green Build closeout activities for T2W, including review of final PFC and grant funding of the projects
- Review of capitalized costs assigned to the Green Build projects
- Final analysis of Attic Stock procedures
- Review of on-going projects in T2E and T1 that are under the Turner/PCL/Flatiron joint venture contract

On-going activities related to other construction projects include:

- Analysis of project management (soft) costs incurred in capital projects
- Review of costs incurred that are identified as eligible for Customer Facility Charge (CFC) reimbursement

Through attendance at the Capital Improvement Committee meetings, Development Program meetings, and other construction planning related meetings; and working closely with members of the Accounting and Business & Financial Management Departments, the OCA Construction Auditor continues to provide assistance in ensuring that the Authority is meeting compliance requirements for ongoing and planned projects.

Additionally, the OCA Construction Auditor remains involved with issues identified by the Airport Design and Construction team, Facilities Development team, and Authority Management, giving assistance and attending meetings specific to the aspects of the Authority's construction activity.

Concession Audit Activities

In order to better monitor and audit the Authority's robust terminal concession program the OCA created and filled an Auditor position to focus on the audit of concession activities in Fiscal Year 2014. The auditor was responsible for creating an audit program for use on the various audits of concessionaires that appear on the OCAs Annual Audit Plan, as well as conducting specific reviews of concession related activities as needed.

As part of the Fiscal Year 2015 OCA Audit Plan, the concession auditor completed audits for contract compliance on Food and Beverage concessionaires that are part of the Concession Development Program (CDP) at SDIA:

- Paradies - San Diego LLC (RP1)
- Hudson Group, Concourse Ventures Inc., Epicure and Martinez (RP 7)
- Pacific Gateway Concessions and Procurement Concepts SD (RP 3)
- Mission Yogurt Inc. (FSP 4)

In general, the audits of the concessionaires found that the Authority had established adequate internal controls and they were working appropriately. Furthermore, the audits found that the Authority was receiving accurate payments from the concessionaires. As a result, going forward, the OCA will most likely scale back concession audits to ensure that staff resources are used efficiently and effectively.

Fiscal Year 2016 Projection

The Audit Committee approved the Fiscal Year 2016 Audit Plan during its May 4, 2015, meeting. Along with commencing work on the Fiscal Year 2016 Audit Plan (Appendix D), the OCA will complete the outstanding audits from Fiscal Year 2015. Specifically, for the 1st Quarter of Fiscal Year 2016, the OCA plans to complete the following audits:

- Ace Parking Management, Inc.
- Adabjis Systems, Ltd.
- Agreements with Expenditure Limits not to Exceed \$100,000
- Business and Travel Expenses
- High Flying Foods San Diego, LLC
- Host International Inc. (FSP 1)
- In Motion Entertainment (RP 8)
- Merriwether Williams Insurance Services
- New Zoom Inc. dba ZoomSystems (RP 8)
- SSP America Inc. (FSP 5)
- The Hertz Corporation
- VA Consulting, Inc.

Completion of the above audits will result in the accomplishment of 27% of the Fiscal Year 2016 audit plan. Throughout Fiscal Year 2016, the OCA will continue conducting audits from the audit plan, including any special requests that may be approved by the Audit Committee.

Appendix A – Fiscal Year 2015 Audit Plan

BUSINESS PROCESS AUDITS

- 1 Concessionaire Management and Performance
- 2 Cloud Management and Performance
- 3 Airport Noise Management
- 4 Business and Travel Expenses
- 5 Public Records Management
- 6 ~~Consortium Agreement Compliance~~

EXPENSE CONTRACT AUDITS

- 7 Cartwright Termite & Pest Control
- 8 Network Security Electronics, Inc.
- 9 Ninyo & Moore Geotechnical Consultants
- 10 PCL Construction Services, Inc.
- 11 Aztec Landscaping
- 12 CDW - Government
- 13 Demattei Wong Architecture, Inc.
- 14 Granite Construction Company
- 15 Hatch Mott MacDonald, LLC
- 16 Serco Management Services, Inc.

REVENUE CONTRACT AUDITS

- 17 Avis Rent A Car Systems LLC
- 18 Enterprise Rent A Car Company (Enterprise, Alamo, National)
- 19 Fox Rent A Car
- 20 The Hertz Corporation
- 21 EZ Rent A Car
- 22 Ace Parking
- 23 Airline & Others (Ogden Aviation)
- 24 JCDecaux, Inc.
- 25 Aircraft Services International Inc.
- 26 Gate Gourmet Inc.
- 27 High Flying Foods San Diego (FSP 7)
- 28 Paradies - San Diego LLC (RP1)
- 29 Hudson Group, Concourse Ventures Inc., Epicure and Martinez (RP 7)
- 30 Pacific Gateway Concessions and Procurement Concepts SD (RP 3)
- 31 SSP America Inc. (FSP 5)
- 32 Mission Yogurt Inc. (FSP 4)
- 33 Stellar Partners Inc. (RP 4)

ANNUAL ONGOING AUDITS AND SUPPORT

- 34 Aircraft Rescue & Fire Fighting (ARFF) Expense Billings
- 35 Board Member Expenditures
- 36 Rental Car Center Fund Review
- 37 Procurement Card Spending
- 38 Audit of Contracts & Expenditures for Agreements <\$100,000
- 39 Emergency Medical Technician & Paramedic Services
- 40 San Diego Unified Port District Billing
- 41 **Special Request Audits**
 - GGTW, LLC, aka South Bay Salt Works
- 42 Ethics Program Activities
- 43 Construction Audit and Monitoring Activity

Appendix B – Status of OCA Recommendations

The following recommendation implementation report contains the status of recommendations from OCA audits that remained unresolved as of June 30, 2015. In general, the OCA is satisfied with the progress that Authority departments are currently making with the implementation.

Within this report, the recommendations are classified in four ways:

1. **Completed:** This designation is used for recommendations that the OCA has determined to be adequately completed.
2. **In Progress:** These recommendations have been partially addressed or partial corrective action has been taken.
3. **Open:** This category of recommendations have not yet been addressed. Often, this designation is used when there has not been adequate time between report issuance and recommendation follow-up.
4. **Not Accepted by Auditee:** This designation is used for recommendations that an auditee does not accept and, therefore, will not implement. This category can represent a failing on the part of the OCA, as all recommendations should be workable and acceptable to the affected departments. The OCA will strive to ensure that only workable and acceptable recommendations are issued in future audits.

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of June 30, 2015	OCA's Assessment	Estimated Completion Date
11-10	GROUND TRANSPORTATION DEPARTMENT	Audit Report #11032 dated February 4, 2011, Taxicab Cost Recovery Program	20	Impact: 10 Probability: 10	To ensure the accurate recording of all ground transportation activities at SDIA, the Ground Transportation Department should upgrade or replace the Automated Vehicle Identification (AVI) system. Once the AVI system is updated or replaced, the trip fee payment process should be automated. The AVI system data would be uploaded daily to a website accessible to the taxicab operators to allow them to track and download the trip data per taxicab. Monthly, the Ground Transportation Department would lump sum bill the activity to the taxicab companies. This would eliminate an unnecessary risk of misappropriation of Authority assets and the reliance on LPI employees to properly record and account for the collections.	The permit holder (vendor) website is operational. The AVI hardware and equipment will be installed and operational the first week of August. The trip fee payment processing software is currently being tested. All AVI hardware and software components will be operational by 9/1/15.	In Progress	September 2015
15-18	ACCOUNTING DEPARTMENT	Audit Report #15037, dated May 18, 2015, Procurement Card Program	17	Impact: 9 Probability: 8	The Accounting Department should develop a transaction-specific documentation requirement guide to be included in the Manual, and in the guidance for check requests, to mitigate any conflicts between the various Authority purchasing guidelines.	Accounting is currently working with BKD to review our processes and will implement improvements based upon the review. All User Guides will be updated and documentation requirements will be consistent for all payment methods. In addition, user training sessions will be conducted.	In Progress	June 2016

NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10, and a maximum possible combined score of 20.

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of June 30, 2015	OCA's Assessment	Estimated Completion Date
15-26	CORPORATE & INFORMATION GOVERNANCE DEPARTMENT	Audit Report #15005, dated June 5, 2015, Public Records Management	17	Impact: 8 Probability: 9	To reduce unnecessary risk, Corporate & Information Governance should, as standard practice, notify General Counsel of all Public Records Requests.	All records to be provided in response to a public records request are forwarded to the General Counsel for review to determine if they are associated with any current and/or potential litigation, claims, regulatory action, etc. before providing the documents to the requestor.	Completed	N/A
15-15	FACILITIES DEVELOPMENT DEPARTMENT	Audit Report #15010, dated April 30, 2015, PCL Construction Services, Inc.	16	Impact: 8 Probability: 8	The Facilities Development Department should ensure their contract management procedures include requiring contractors submit a full Schedule of Values (SOV) with each payment application detailing the work performed to date to support the amount billed. Additionally, an updated SOV should be required for all change orders, indicating by line item each revision in value and additions to the SOV for additional work approved in the change orders.	Facilities Development Department is working with General Counsel and Procurement to update their standard contract language to address the concerns.	In Progress	September 2015
14-36	GROUND TRANSPORTATION DEPARTMENT	Audit Report #14011, dated June 10, 2014, Ace Parking Management, Inc.	15	Impact: 8 Probability: 7	The Ground Transportation Department should develop a process to verify shuttle hours charged through a comparison of personnel time sheets and shuttle operational hours to in-service reports. In addition, Ground Transportation should improve procedures to conduct a more thorough analysis of the hours charged to identify potential deviations and shuttle usage by parking lot.	Ground Transportation developed a process to verify the shuttle hours and identify potential deviations.	Completed	N/A

NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10, and a maximum possible combined score of 20.

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of June 30, 2015	OCA's Assessment	Estimated Completion Date
15-13	AVIATION SECURITY & PUBLIC SAFETY DEPARTMENT	Audit Report #15040, dated April 17, 2015, San Diego Unified Port District Billings - Fiscal Year 2014	15	Impact: 8 Probability: 7	We recommend that the Aviation Security & Public Safety Department notify Port staff concerning the Fiscal Year 2014 under-billing for Harbor Police Department services, and determine the most appropriate method for the Authority to remit the additional \$269,942 owed to the Port.	A revised report was issued. The reports will be forwarded to the Port to generate an invoice and payment from the Authority will be complete by the end of August.	In Progress	1st Quarter FY16
15-19	PROCUREMENT DEPARTMENT	Audit Report #15037, dated May 18, 2015, Procurement Card Program	15	Impact: 8 Probability: 7	Procurement should ensure that a fully trained backup is performing the full duties and responsibilities of the P-Card Program Analyst during extended absences. A formal training manual should be created and updated annually to address any new procedures or issues noted in the preceding year. The manual can then be used by the backup person to provide the annual training if the P-Card Analyst is not available.	Procurement has identified and fully trained a back-up for the P-Card Program Analyst. A formal desk manual will be created and updated annually to address new procedures.	In Progress	March 2016
15-21	PROCUREMENT DEPARTMENT	Audit Report #15037, dated May 18, 2015, Procurement Card Program	15	Impact: 8 Probability: 7	Procurement should evaluate the feasibility of instituting an approved vendor list or reviewing all vendors and utilizing some of the built in controls within the US Bank cards.	Procurement will review merchant codes to recommend and impose restrictions as appropriate.	In Progress	November 2015
15-29	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #15029, dated March 30, 2015, Hudson Group	15	Impact: 8 Probability: 7	We recommend that the Business & Financial Management Department notify the concessionaires that the Authority may periodically request documents for the purpose of an audit and that it is the responsibility of the concessionaire to comply with the request, or penalties may be imposed.	This audit report was just issued, therefore, no recommendation follow-up was performed.	In Progress	TBD

NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10, and a maximum possible combined score of 20.

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of June 30, 2015	OCA's Assessment	Estimated Completion Date
15-22	PROCUREMENT DEPARTMENT	Audit Report #15037, dated May 18, 2015, Procurement Card Program	14	Impact: 7 Probability: 7	Procurement should provide additional analysis of the P-Card Program to Management on a regular basis.	Procurement is working on various spend report formats. Standard transaction and spend analysis reports are used for additional analysis and recommendations to management. Procurement will continue to review non-spend trend analysis and document.	In Progress	TBD
15-23	AVIATION SECURITY & PUBLIC SAFETY DEPARTMENT	Audit Report #15034, dated May 18, 2015 Aircraft Rescue and Fire Fighting Expense Billings - Fiscal Year 2014	14	Impact: 8 Probability: 6	We recommend that the Aviation Security & Public Safety Department (AVSEC) notify the City concerning the overbilling of \$39,668 for personnel expenses. These adjustments should be included in the final calculation of the amount due to the City for Fiscal Year 2014 ARFF services.	The City has been notified and they have accepted the audit. A credit invoice from the City will be provided to the Authority.	In Progress	1st Quarter FY16

NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10, and a maximum possible combined score of 20.

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of June 30, 2015	OCA's Assessment	Estimated Completion Date
15-01	FACILITIES MAINTENANCE DEPARTMENT	Audit Report #14005, dated July 18, 2014, Timekeeping Payroll Processing	13	Impact: 7 Probability: 6	We recommend that Facilities Maintenance Department (FMD) strengthen internal controls within their current Timekeeping system. As the Computer Maintenance Management System (CMMS) is implemented, FMD should seek to include increased automation where possible as well as capture actual time worked on specific work orders, which can then be used to build a knowledge base for assigning expected completion times to work orders and more accurate work scheduling.	The CMMS system contract identified to use (Asset Works) back a couple of years ago was cancelled per IT's request. IT Management felt our E1 system was capable of handling our needs thus not needing to introduce another system. This change has delayed our start-up. However Facilities Management has taken the steps in identifying hours worked on projects and is included in the timekeeping records we keep today. Through IT's assurances we should have limited capabilities of some of the CMMS functions by years end with our understanding in year 2016 much more robust.	Completed	N/A
15-10	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #15018, dated March 12, 2015, Enterprise Holdings Inc.	13	Impact: 7 Probability: 6	The Business and Financial Management Department should request that the Accounting Department issue an invoice to Enterprise Holdings Inc. in the amount of \$45,427 for the underpayment of license fees and CFCs.	Enterprise was invoiced for the entire amount, but has yet to remit payment.	In Progress	October 2015

NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10, and a maximum possible combined score of 20.

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of June 30, 2015	OCA's Assessment	Estimated Completion Date
15-16	PROCUREMENT DEPARTMENT	Audit Report #15037, dated May 18, 2015, Procurement Card Program	13	Impact: 6 Probability: 7	To ensure that Approving Officials take ownership of their review responsibilities, the Procurement Department should revise the Manual to include the same disciplinary measures for Approving Officials who approve reconciliations with inadequate documentation, or questionable, prohibited, or restricted purchases, as those imposed on P-Cardholders.	Approving Officials are currently identified along with the cardholder on the violation letter/s sent to the respective Executive. In addition to a violation letter, approving officials are required to take remedial training specific to the violation received. Approving officials are either Department Directors, or in some cases Department Managers. Procurement does not recommend a temporary suspension of duties. Procurement relies on the Executive Leadership at the Authority to hold management accountable, as appropriate. Procurement is actively working on revisions to the P-Card Manuals to reflect updates and recommendations that strengthen controls.	In Progress	November 2015

NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10, and a maximum possible combined score of 20.

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of June 30, 2015	OCA's Assessment	Estimated Completion Date
15-12	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #15033, dated March 30, 2015, Stellar Partners, Inc.	11	Impact: 6 Probability: 5	The Business and Financial Management Department should consider following up with the remaining nine concessionaires in the Concessions Program, to ensure that the Authority receives the Annual Gross Receipts and Rent Report for Fiscal Year 2014 to determine if any variance in payments owed to the Authority exists. In addition, we recommend that the Business and Financial Management Department add a procedure to ensure that proactive monitoring is performed prior to the end of each fiscal year to have better assurance that the Concessionaires will comply with the requirement in a timely manner.	To date, all Food & Beverage (F&B) and Retail Concessionaires have submitted their Annual Gross Receipts and Rent Report for FY 2014. A letter was sent in July to all F&B and Retail Concessionaires as a reminder to submit FY 2015 Annual Reports within 90 days of July 1, 2015, in accordance with the Lease. A comparison will be made to what was reported on a fiscal year basis.	Completed	N/A
15-14	AVIATION SECURITY & PUBLIC SAFETY DEPARTMENT	Audit Report #15040, dated April 17, 2015, San Diego Unified Port District Billings - Fiscal Year 2014	11	Impact: 6 Probability: 5	The Aviation Security & Public Safety Department should review and approve General Service hours and expenses prior to exceeding agreed upon estimated hours and costs. In addition, the Department should work with the Port to determine if an increase of the approved estimated hours and expense would be appropriate for future fiscal years.	Aviation Security & Public Safety Department will work with the Accounting Department to develop a more accurate estimate of hours to incorporate in the annual agreement.	In Progress	August 2015
15-17	ACCOUNTING DEPARTMENT	Audit Report #15037, dated May 18, 2015, Procurement Card Program	11	Impact: 6 Probability: 5	To ensure that personnel changes do not diminish reviews of P-Card purchases, Accounting should ensure that personnel assigned to this function are properly trained.	1 - Process documentation will be reviewed and expanded upon. 2 - Effective immediately, management will provide additional oversight, especially during personnel transitions.	In Progress	December 2015

NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10, and a maximum possible combined score of 20.

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of June 30, 2015	OCA's Assessment	Estimated Completion Date
15-28	CORPORATE & INFORMATION GOVERNANCE DEPARTMENT	Audit Report #15005, dated June 5, 2015, Public Records Management	11	Impact: 5 Probability: 6	All fee calculations for reproduction and actual shipping costs should be recorded as support that the fees were calculated and charged in compliance with the Policy and the California Public Records Act. On a monthly basis, the amounts recorded should be reconciled to the amounts received and turned into Finance for deposit, and the remaining unpaid amounts for open requests.	Corporate & Information Governance is now capturing the total counts by media type (e.g., pages, CD, large format, etc.) and the total shipping charge. These total counts can be calculated against the fee structure to confirm that the appropriate fees are being requested and paid.	Completed	N/A
15-11	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #15026, dated March 18, 2015, Gate Gourmet Inc.	10	Impact: 5 Probability: 5	We recommend that the Business and Financial Management Department request the Accounting Department to issue an invoice to Gate Gourmet in the amount of \$1,719.16 for underpaid concession fees. Also, the department should introduce controls to ensure that revenue from all Gate Gourmet customers is included in monthly concession calculations.	Gate Gourmet was invoiced for the entire amount, but has yet to remit payment.	In Progress	October 2015
15-20	PROCUREMENT DEPARTMENT	Audit Report #15037, dated May 18, 2015, Procurement Card Program	10	Impact: 5 Probability: 5	Procurement should ensure that the Manual and the User Guide are reviewed and updated annually to ensure that internal controls are in place and effective surrounding all P-Card transactions.	Procurement is actively working on revisions to the P-Card Manuals to reflect updates and recommendations that strengthen controls.	In Progress	November 2015
15-24	AIRSIDE OPERATIONS PUBLIC SAFETY & SECURITY DEPARTMENT	Audit Report #15039, dated May 22, 2015, Emergency Medical Technician-Paramedic Services	9	Impact: 5 Probability: 4	The Airside Operations/Public Safety & Security Department should request the City to add as an Authority credit \$1,495 (\$4,486/3) to the City's EMT-P service invoices for the next three (3) months.	The City is aware of its underpayment and was preparing to provide a credit to the Authority.	In Progress	1st Quarter FY16

NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10, and a maximum possible combined score of 20.

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of June 30, 2015	OCA's Assessment	Estimated Completion Date
15-25	CORPORATE & INFORMATION GOVERNANCE DEPARTMENT	Audit Report #15005, dated June 5, 2015, Public Records Management	9	Impact: 5 Probability: 4	Authority Policy 8.61, Document Reproduction for the Public, should be amended to ensure compliance with the California Public Records Act (CPRA). Specifically, the Policy should ensure that the fees for duplication of records are consistent with the CPRA and recover the direct cost of duplication. Additionally, to ensure that the Policy is consistent with the CPRA, and completely transparent regarding all costs for duplication of records from Public Records Requests, we recommend that the Policy should include the formats of records to be provided, with the costs to be charged for producing those records, and a statement regarding charges for actual shipping costs.	Corporate & Information Governance is amending the policy to be presented to the Board for approval at its September 17, 2015, meeting.	In Progress	September 2015
15-27	CORPORATE & INFORMATION GOVERNANCE DEPARTMENT	Audit Report #15005, dated June 5, 2015, Public Records Management	6	Impact: 3 Probability: 3	Corporate & Information Governance (CIG) should ensure that all cash receipts are deposited according to the CIG Administration procedures and the Finance Cash Receipts Policy.	Corporate & Information Governance have strengthened their internal procedures to ensure that deposits are made according to the department's procedures and the Finance Cash Receipts Policy.	Completed	N/A

NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10, and a maximum possible combined score of 20.

Appendix C – Recommendations Completed in Fiscal Year 2015

The following pages provide all recommendations that were completed during Fiscal Year 2015.

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Date Completed
12-38	GROUND TRANSPORTATION DEPARTMENT	Audit Report #12001, dated April 25, 2012, Public Parking	15	Impact: 8 Probability: 7	Policies and procedures should be developed and instituted by Ground Transportation, the Planning and Operations division, and the Finance Division regarding all areas of public parking management.	September 30, 2014
14-26	TALENT, CULTURE AND CAPABILITY DEPARTMENT	Audit Report #14003, dated June 10, 2014, Human Resources Services Performance	11	Impact: 6 Probability: 5	The required posters for Equal Employment Opportunity is the Law and Your Rights Under the Family and Medical Leave Act should be posted in an area where all applicants for employment can readily see them, such as the Talent, Culture and Capability lobby.	September 30, 2014
14-27	TALENT, CULTURE AND CAPABILITY DEPARTMENT	Audit Report #14003, dated June 10, 2014, Human Resources Services Performance	12	Impact: 7 Probability: 5	Employee records and personnel files should be protected in an environmentally safe storage area and a backup of the files should be created and kept off site.	September 30, 2014
14-29	TALENT, CULTURE AND CAPABILITY DEPARTMENT	Audit Report #14003, dated June 10, 2014, Human Resources Services Performance	15	Impact: 8 Probability: 7	We recommend that TCC reconcile billings for benefits monthly to the current benefits in effect for all employees prior to submission for payment. The incorrect billing amounts should be deducted from the billing prior to payment. This will ensure the Authority is paying only for benefits received by Authority employees.	September 30, 2014
14-30	TALENT, CULTURE AND CAPABILITY DEPARTMENT	Audit Report #14003, dated June 10, 2014, Human Resources Services Performance	15	Impact: 8 Probability: 7	Since it is known that there have been issues with the billings since at least July 2013, we recommend that TCC perform a complete reconciliation of all benefit billings for fiscal year 2014 prior to the end of the fiscal year to ensure the Authority has not overpaid for any employee benefits.	September 30, 2014

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Date Completed
14-31	TALENT, CULTURE AND CAPABILITY DEPARTMENT	Audit Report #14003, dated June 10, 2014, Human Resources Services Performance	10	Impact: 5 Probability: 5	<p>We suggest that the Standard: Corrective Action, Section #J-4, be revised to include the steps the performance management process plays in corrective actions for employees. The procedures for initial conversations regarding performance improvement and disciplinary action should be formalized for managers, to ensure that actions taken are consistent for similar problems across the Authority. As the current performance management system does not provide adding performance improvement guidance or disciplinary action to the quarterly reviews, we suggest TCC develop a form for managers to complete with the initial corrective action steps that the employee would sign acknowledgement. A copy of this initial action would be sent to TCC and filed in the employee's personnel file. Any additional updates and/or warnings would also be documented on the form and initialed by the employee.</p> <p>If the matter is settled to the manager's satisfaction within the specified time period, the final settlement should be documented with copies to the employee and TCC for the employee's personnel file, or in the performance management system if the settlement coincides with the annual performance review. If the improvement is not satisfactory, the manager should develop a formal corrective action plan with a TCC representative who works with the manager and employee throughout the process.</p>	Not Accepted September 30, 2014
14-32	TALENT, CULTURE AND CAPABILITY DEPARTMENT	Audit Report #14003, dated June 10, 2014, Human Resources Services Performance	14	Impact: 7 Probability: 7	We recommend that all TCC employees be required to sign a confidentiality agreement.	September 30, 2014

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Date Completed
14-33	TALENT, CULTURE AND CAPABILITY DEPARTMENT	Audit Report #14003, dated June 10, 2014, Human Resources Services Performance	10	Impact: 5 Probability: 5	The hiring process and procedures should be standardized and summarized in a checklist provided to all hiring managers so they can complete the required steps as efficiently as possible. The checklist should include a requirement that the hiring manager provide additional websites and publications for posting positions with specific technical needs to attract properly qualified candidates. Additionally, as hiring managers are ultimately responsible for the hiring choices, they should be allowed to complete any part of the resume review to expedite the process. If they complete the qualifications review, TCC staff would do a follow-up review for accuracy.	September 30, 2014
14-34	GROUND TRANSPORTATION DEPARTMENT	Audit Report #14011, dated June 10, 2014, Ace Parking Management, Inc.	15	Impact: 8 Probability: 7	The Ground Transportation Department should develop and document procedures to verify and review, on a regular basis, the requirements set forth in both the Parking Management Services and Shuttle Services Agreements to ensure Ace is compliant with Agreement terms.	September 30, 2014
14-35	GROUND TRANSPORTATION DEPARTMENT	Audit Report #14011, dated June 10, 2014, Ace Parking Management, Inc.	17	Impact: 9 Probability: 8	The Ground Transportation Department should provide Ace written approvals for all special project requests and require the approvals to be attached as supporting documentation with reimbursement requests.	September 30, 2014
14-37	GROUND TRANSPORTATION DEPARTMENT	Audit Report #14011, dated June 10, 2014, Ace Parking Management, Inc.	11	Impact: 6 Probability: 5	The Ground Transportation Department should annually calculate the cost of subsidizing parking costs to other government agencies and provide the results to Authority Management. Authority Management should review the data and determine if it wishes to continue reducing Authority revenue by the amounts identified.	September 30, 2014
14-38	GROUND TRANSPORTATION DEPARTMENT	Audit Report #14011, dated June 10, 2014, Ace Parking Management, Inc.	11	Impact: 6 Probability: 5	The Ground Transportation Department should review all rules and features within the Parking Card Program and determine if the rules are appropriate and required for card holders at SDIA. The "anti-passback" feature should be activated immediately for all card holders without exception to prevent possible fraudulent activity.	September 30, 2014

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Date Completed
15-04	AIRSIDE OPERATIONS PUBLIC SAFETY & SECURITY DEPARTMENT	Audit Report #14032, dated July 22, 2014, Emergency Medical Technician-Paramedic Services	12	Impact: 6 Probability: 6	The Airside Operations/Public Safety & Security Department should request the City to add as an Authority credit \$6,984 (\$2,328/3) to the City's EMT-P service invoices for the next three (3) months.	September 30, 2014
14-24	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #14017, dated June 3, 2014, Nevada Lease and Rentals, Inc. (Payless)	20	Impact: 10 Probability: 10	Business and Financial Management should inform Payless that they are required to remit all monies collected in the form of CFCs. Additionally, Payless should immediately recalculate the CFCs collected from January 1, 2014, thru present, and remit any monies previously excluded, in total, to the Authority.	December 31, 2014
14-25	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #14017, dated June 3, 2014, Nevada Lease and Rentals, Inc. (Payless)	20	Impact: 10 Probability: 10	Business and Financial Management should request Accounting generate an invoice to Payless in the amount of \$297,814.	December 31, 2014
14-20	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #14017, dated June 3, 2014, Nevada Lease and Rentals, Inc. (Payless)	19	Impact: 9 Probability: 10	Due to the lack of cooperation, the inaccuracies of the financial data provided, and the inability to provide all requested supporting paperwork, we recommend that Management take appropriate measures to ensure that Payless immediately complies with all terms of the License Agreement.	December 31, 2014
14-21	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #14017, dated June 3, 2014, Nevada Lease and Rentals, Inc. (Payless)	18	Impact: 9 Probability: 9	Business and Financial Management should inform Payless that they must immediately implement a financial reporting system to accurately segregate revenues collected and to properly calculate gross revenue and concession fees due.	December 31, 2014
14-22	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #14017, dated June 3, 2014, Nevada Lease and Rentals, Inc. (Payless)	18	Impact: 9 Probability: 9	Business and Financial Management should inform Payless that they must immediately implement a system to ensure only rental agreements that fully meet the Non-Airport criteria of the Agreement are excluded from gross revenue.	December 31, 2014
15-07	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #15017, dated November 26, 2014, Avis Rent A Car Systems, LLC	16	Impact: 8 Probability: 8	Business and Financial Management Department (BFM) should request that the Accounting Department issue an invoice to Avis in the amount of \$133,955 for the underpayment of license fees.	December 31, 2014

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Date Completed
14-11	FACILITIES DEVELOPMENT DEPARTMENT	Audit Report #14010, dated November 22, 2013, Abadjis Systems, Ltd.	13	Impact: 7 Probability: 6	We recommend that Management consider amending Authority Policy to limit the amount of continuous time an individual contractor may work at the Authority. The limit could be by time, contract, and/or project. The limit could provide an opportunity to evaluate whether the contractor's services are required on a temporary or permanent basis.	December 31, 2014
14-23	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #14017, dated June 3, 2014, Nevada Lease and Rentals, Inc. (Payless)	13	Impact: 7 Probability: 6	Business and Financial Management should inform Payless that they must immediately update their rental agreement template to include the proper language regarding "non-Airport" customers.	December 31, 2014
15-05	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #15021, dated November 10, 2014, EZ Rent A Car, Inc.	11	Impact: 6 Probability: 5	The Business and Financial Management Department should request that the Accounting Department issue a refund to EZ for \$40,961, the net of over and under payments of CFCs for the audit period. Additionally, EZ should be notified in writing that they are obligated to return to their customers the CFCs collected in excess of the amount permitted by law, and the Business and Financial Management Department should follow-up with EZ to confirm the return of over-collected funds.	December 31, 2014
15-09	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #15019, dated December 3, 2014, Fox Rent A Car, Inc.	11	Impact: 6 Probability: 5	The Business and Financial Management department (BFM) should request that the Accounting Department issue an invoice to Fox in the amount of \$12,775 for the underpayment of license fees.	December 31, 2014
15-06	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #15021, dated November 10, 2014, EZ Rent A Car, Inc.	8	Impact: 4 Probability: 4	The Business and Financial Management Department should request that the Accounting Department generate an invoice to EZ in the amount of \$741 for the underpayment of license fees during the audit period.	December 31, 2014
15-08	AIRPORT DESIGN AND CONSTRUCTION DEPARTMENT	Audit Report #15013, dated November 26, 2014, Demattei Wong Architecture, Inc.	17	Impact: 9 Probability: 8	The Development Division needs to take steps to ensure that properly developed and comprehensive agreements are used for all future project specific professional design service procurements.	March 31, 2015

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Date Completed
15-03	TALENT, CULTURE AND CAPABILITY DEPARTMENT	Audit Report #14005, dated July 18, 2014, Timekeeping Payroll Processing	11	Impact: 6 Probability: 5	We recommend that Authority Management work to develop a consistent process for employees to obtain and document prior approval of overtime before such hours are incurred or paid.	March 31, 2015
15-02	TALENT, CULTURE AND CAPABILITY DEPARTMENT	Audit Report #14005, dated July 18, 2014, Timekeeping Payroll Processing	10	Impact: 5 Probability: 5	We recommend that all Authority departments with hourly staff develop written timekeeping procedures that have controls for the recording and reviewing of time to ensure accuracy. Those procedures should be reviewed with all current hourly staff and used as training resources for any new hourly staff.	March 31, 2015
15-26	CORPORATE & INFORMATION GOVERNANCE DEPARTMENT	Audit Report #15005, dated June 5, 2015, Public Records Management	17	Impact: 8 Probability: 9	To reduce unnecessary risk, Corporate & Information Governance should, as standard practice, notify General Counsel of all Public Records Requests.	June 30, 2015
14-36	GROUND TRANSPORTATION DEPARTMENT	Audit Report #14011, dated June 10, 2014, Ace Parking Management, Inc.	15	Impact: 8 Probability: 7	The Ground Transportation Department should develop a process to verify shuttle hours charged through a comparison of personnel time sheets and shuttle operational hours to in-service reports. In addition, Ground Transportation should improve procedures to conduct a more thorough analysis of the hours charged to identify potential deviations and shuttle usage by parking lot.	June 30, 2015
15-01	FACILITIES MAINTENANCE DEPARTMENT	Audit Report #14005, dated July 18, 2014, Timekeeping Payroll Processing	13	Impact: 7 Probability: 6	We recommend that Facilities Maintenance Department (FMD) strengthen internal controls within their current Timekeeping system. As the Computer Maintenance Management System (CMMS) is implemented, FMD should seek to include increased automation where possible as well as capture actual time worked on specific work orders, which can then be used to build a knowledge base for assigning expected completion times to work orders and more accurate work scheduling.	June 30, 2015

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Date Completed
15-12	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report #15033, dated March 30, 2015, Stellar Partners, Inc.	11	Impact: 6 Probability: 5	The Business and Financial Management Department should consider following up with the remaining nine concessionaires in the Concessions Program, to ensure that the Authority receives the Annual Gross Receipts and Rent Report for Fiscal Year 2014 to determine if any variance in payments owed to the Authority exists. In addition, we recommend that the Business and Financial Management Department add a procedure to ensure that proactive monitoring is performed prior to the end of each fiscal year to have better assurance that the Concessionaires will comply with the requirement in a timely manner.	June 30, 2015
15-28	CORPORATE & INFORMATION GOVERNANCE DEPARTMENT	Audit Report #15005, dated June 5, 2015, Public Records Management	11	Impact: 5 Probability: 6	All fee calculations for reproduction and actual shipping costs should be recorded as support that the fees were calculated and charged in compliance with the Policy and the California Public Records Act. On a monthly basis, the amounts recorded should be reconciled to the amounts received and turned into Finance for deposit, and the remaining unpaid amounts for open requests.	June 30, 2015
15-27	CORPORATE & INFORMATION GOVERNANCE DEPARTMENT	Audit Report #15005, dated June 5, 2015, Public Records Management	6	Impact: 3 Probability: 3	Corporate & Information Governance (CIG) should ensure that all cash receipts are deposited according to the CIG Administration procedures and the Finance Cash Receipts Policy.	June 30, 2015

Appendix D – Fiscal Year 2016 Audit Plan

BUSINESS PROCESS AUDITS

- 1 Contract Management
- 2 Airport Security Management
- 3 Environmental Compliance
- 4 Grant and Non-Airline Revenue Management
- 5 Information Technology Monitoring and Evaluation

EXPENSE CONTRACT AUDITS

- 6 Ocean Blue Environmental Services
- 7 Hazard Construction Company
- 8 Kimley-Horn and Associates Inc.
- 9 Abadjis Systems, Ltd.
- 10 Ricondo and Associates
- 11 Nuera Contracting & Consulting LP
- 12 ThyssenKrupp Airport Systems, Inc.
- 13 VA Consulting, Inc.
- 14 Ace Parking Management, Inc.
- 15 Helix Electric, Inc.

REVENUE CONTRACT AUDITS

- 16 BW - Budget - SDA, LLC
- 17 Nevada Lease and Rental Inc dba Payless Car Rental System
- 18 DTG Operations Inc dba Thrifty & Dollar
- 19 Simply Wheelz LLC dba Advantage Rent-A-Car
- 20 Midway Rent A Car, Inc.
- 21 Airport Terminal Services Inc.
- 22 Landmark Aviation GSO-SAN, LLC
- 23 Sky Chef Inc. dba LSG Sky Chefs
- 24 Smarte Carte Inc.
- 25 Host International Inc. (FSP 2)
- 26 SSP America Inc. (FSP 6R)
- 27 SSP America Inc. (FSP 3)
- 28 Duty Free Americans San Diego LLC
- 29 InMotion Entertainment (RP 8)
- 30 New Zoom Inc. dba ZoomSystems (RP 6)
- 31 Hudson Group - CV - Epicure - Martinez San Diego (RP 2)

ANNUAL ONGOING AUDITS AND SUPPORT

- 32 Aircraft Rescue & Fire Fighting (ARFF)
- 33 Board Member and Executive Business Expenses
- 34 Rental Car Center Fund Review
- 35 Procurement Card Spending
- 36 Agreements with Expenditure Limits not to Exceed \$100,000
- 37 Biennial Airline Landing Fees
- 38 Transportation Network Company Reviews and Assistance
- 39 Emergency Medical Technician & Paramedic Services
- 40 San Diego Unified Port District Billings
- 41 Special Request Audits

- 42 ETHICS PROGRAM ACTIVITY
- 43 CONSTRUCTION AUDIT AND MONITORING ACTIVITY

Appendix E – Ethics Compliance Program

Ethics Summary – Fiscal Year 2015

	Number of Reports Received	Number Received Anonymously	Details Support Potential Code Violation (Ethics or Workplace)	Investigation of Concern	Response (email or phone to non-anonymous reports)
Code of Ethics Concerns					
Potential Misuse of Public Funds					
<i>Construction/Car Rental</i>	42	36	0	n/a	6
<i>Advertising</i>	25	18	0	n/a	7
<i>Public Art</i>	16	11	0	n/a	5
Potential Misuse of Resources					
<i>Departmental Holiday Parties</i>	19	13	0	n/a	6
<i>Employee Barbeque</i>	8	6	0	n/a	2
<i>Prohibited Use of Position</i>	3	0	1	Y(1)	3
<i>All Employee Holiday Party</i>	3	2	0	n/a	1
Conflict of Interest	4	2	2	Y(2)	2
Employee Misconduct	2	1	2	Y(3,4)	1
Non Ethics Related Concerns					
ATO Practices and Behavior	27	13	0	n/a	14
Aircraft Noise	25	20	0	n/a	5
TSA Practices and Behavior	24	12	0	n/a	12
Ace Parking/Shuttle Concerns	2	0	0	n/a	2
Workplace Concerns					
Volunteer Opportunity Emails	43	34	0	n/a	9
Workplace Practices/Behavior	42	18	0	n/a	24
Workplace Equitability	27	19	0	n/a	8
Performance Reviews	19	11	0	n/a	8
United Way	17	10	0	n/a	7
Promotional Opportunities	4	3	0	n/a	1

- (1) Issue investigated; no evidence of violation found.
- (2) Issue investigated; no evidence of violation found.
- (3) Issue investigated; no evidence of violation found.
- (4) Issue investigated; potential violation substantiated; details provided to Management for action.



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
16

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Proposed Second Amendment to Correct the Definition of Final Compensation Used for Calculation of Retirement Benefit in the Amended and Restated San Diego County Regional Airport Authority Retirement Plan and Trust of 2013

Recommendation:

The Executive Personnel & Compensation Committee recommends that the Board adopt Resolution No. 2015-0090, approving and authorizing the President/CEO to execute a Second Amendment to the Amended and Restated San Diego County Regional Airport Authority Retirement Plan and Trust of 2013.

Background/Justification:

On September 20, 2015, Staff presented this item to the Executive Personnel & Compensation Committee. At the Committee meeting, Staff made a presentation summarizing the information included in this Staff Report. After receiving the presentation and receiving answers to clarifying questions, the Committee voted to recommend this item to the Board for approval.

For the benefit of the employees of the Authority and their beneficiaries, on January 1, 2003, the Board of the San Diego County Regional Airport Authority ("Authority") adopted the San Diego City Employees' Retirement System Retirement Plan for Airport Authority Employees (hereinafter the "Plan"). San Diego City Employees' Retirement System ("SDCERS") administers the Plan under a group trust. In 2004, the Board approved a First Amendment to the Plan in which, the definition of Final Compensation of one year of service was inadvertently re-defined by adding as a descriptor to the definition the term "26 consecutive payroll periods". These added words were inconsistent with the definition used by both the San Diego Unified Port District ("Port") and the City of San Diego in their plans and is and was contrary to the formula used by SDCERS to calculate one year of service.

In approving the First Amendment, there was never any intention to change the definition of one year of service under the Plan. In practice, SDCERS calculates using 26.1 consecutive pay periods. In the original plan, as well as all subsequent amendments, it was never management's intention to change the plan. The SDCERS Benefits Administration team has continued each year to use 26.1 pay periods for calculation of benefits under the Authority's Plan. Additionally, when determining the Authorities liabilities under its plan, the SDCERS actuary assumes that benefits will be calculated using 26.1 pay periods.

Details. On May 3, 2004, the Board amended the Plan adopted on January 1, 2003 and approved the San Diego City Employees' Retirement System First Amended Retirement Plan for Airport Authority Employees, effective April 1, 2004 [Resolution 2004-0039]. On July 5, 2007, effective July 1, 2007, the Board approved an amended and restated Plan [Resolution 2007-0082]. Subsequently, on June 5, 2008, the Board again amended the Plan and approved the Amended and Restated San Diego County Regional Airport Authority Retirement Plan and Trust of 2008 (the "2008 Plan") [Resolution 2008-0078]. The 2008 Plan was amended by Amendment No.1 by Board action on June 7, 2012, upon the advice of SDCERS' outside legal counsel, to comply with the Worker, Retiree and Employee Recovery Act of 2008, the Uniformed Services Employment and Reemployment Rights Act of 1994, and the Economic Growth and Tax Relief Reconciliation Act of 2001 [Resolution 2012-0069]. On July 11, 2013, the Board again amended and approved the Amended and Restated San Diego County Regional Airport Authority Retirement Plan & Trust of 2013 to bring it into compliance with the provisions of the California Public Employees' Pension Reform Act of 2013 ("PEPRA") [Resolution 2013-0072R]. The 2013 Plan was amended by Amendment No.1 by Board action on September 4, 2014 upon the advice of SDCERS and outside legal counsel to strengthen controls over census data, reporting and plan administration [Resolution 2014-0095].

The Plan is a qualified governmental pension plan under § 401(a) and § 414(d) of the Internal Revenue Code of 1986, as amended. The Plan is administered by SDCERS pursuant to the terms of the San Diego City Employees' Retirement System Participation and Administration Agreement ("P & A Agreement") approved by the Board in 2007 [Resolution 2007-0054]. SDCERS administers the Plan under a group trust (as set forth in the Declaration of Trust approved by the Board May 3, 2007 [Resolution 2007-0054] and made effective July 1, 2007) pursuant to IRS Code § 401(a)(24) and in accordance with IRS Revenue Ruling 81-100, as revised by Revenue Ruling 2004-67. Pursuant to the P & A Agreement, San Diego Municipal Code §24.1806 and the provisions of the Group Trust, the Plan is treated as a separate retirement plan with a separate trust, separate from the plans of the City of San Diego and the San Diego Unified Port District. However, the assets of the three plans are pooled for investment purposes only.

In Fiscal Year 2014, SDCERS implemented an Integrated Retirement Information System ("IRIS") to bring SDCERS' systems current with the latest technology to track, record and process employee contributions and retiree payments. Subsequently, a SDCERS' audit of the Authority's retiree benefit calculation revealed a discrepancy between how the benefit was calculated prior to implementation of IRIS and the way the new system was programmed. To reconcile the discrepancy, Authority staff, in consultation with SDCERS and outside legal counsel, is presenting for consideration amendments to the Plan to provide SDCERS's proposed clarification regarding plan administration and treatment of benefits.

At issue is whether SDCERS uses 26 or 26.1 as a factor to calculate retiree benefit payments. The 2013 Plan defines Final Compensation as "the Member's highest one-

year period Base Compensation for any contiguous 26 bi-weekly pay periods while the Member was contributing to this plan. . . ." [Section 0102]. The original Plan drafted in 2003 defined Final Compensation as a "Member's Base Compensation for his or her highest one-year period while contributing to the Retirement System." Since Plan inception, SDCERS has been calculating Final Compensation based on the original definition which was consistent with how the Port Authority and City retirement plans have always been calculated. When IRIS was implemented, it was programmed for 26 weeks not 26.1 as had been the practice.

The difference between 26.1 and 26 bi-weekly pay periods results from the fact that there are 365 days in a year. Each pay period is 14 days or two weeks. When 365 days are divided by the 14 days in a week, the accurate result is 26.1. In a payroll system with 26 bi-weekly payrolls a multiplication factor is used to determine a biweekly salary by dividing the number of days in a pay period by the number of days in the year ($14/365 = .038356$). Whenever there is a leap year, this factor changes to accommodate the extra day ($14/366 = .038251$). In the Authority's system, this is not used. Instead there is an extra check, the 27th payroll, every 10 years to account for the additional annual time.

After reviewing the existing records regarding the change in definition, there is no evidence that it was ever the intent of the Authority Board to change this factor. In fact, a change would have been incongruent with the Authority's enabling legislation which provided for no loss in benefit for those who transferred to the Authority from the Port. It would appear the change occurred to align the language to be consistent with the Authority's existing payroll practices. However, the unintended consequence of this change results in an overpayment of benefits to retired members under a plain meaning reading of the Airport's Plan that Final Compensation is limited to 26 pay periods.

However, if the Plan is amended to correct the definition to be consistent with the original intent and to ensure the benefit is calculated as envisioned at Plan inception, it would eliminate the issue of overpayments. If the plan is not amended, there are 54 members, either retired or in the Deferred Retirement Option Program ("DROP"), who have been receiving excess benefit payments and would need to repay the overpayments. The total amount of overpayment for all 54 members is \$65,045. In addition, there are 38 members who, prior to January 1, 2013, exercised their option for purchase of service credits who would have overpaid contributions related to those purchases and would be entitled to a refund. The total amount due to members in refunds would be \$17,016. If the Plan is amended to conform to original intent, no overpayments would be due from members who have retired or entered DROP and no refunds would be due to members who purchased service.

Staff recommended to the Executive Personnel & Compensation Committee that the item be forwarded to the full Board for approval to correct the error and resolve the existing benefits calculation inconsistency. The Executive Personnel & Compensation Committee concurred after receiving a presentation from Staff at their meeting on August 20, 2015.

Fiscal Impact:

There is no fiscal impact with regard to the proposed Resolution.

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:

JEFF LINDEMAN
SENIOR DIRECTOR, TALENT & ENGAGEMENT

RESOLUTION NO. 2015-0090

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY APPROVING AND AUTHORIZING THE
PRESIDENT/CEO TO EXECUTE A SECOND
AMENDMENT TO THE AMENDED AND RESTATED
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY RETIREMENT PLAN AND TRUST OF
2013

WHEREAS, in 2003, for the benefit of the employees of the Authority and their beneficiaries, the Board of the San Diego County Regional Airport Authority ("Authority") adopted a retirement plan; and

WHEREAS, the retirement plan has been subsequently amended and/or restated by Board actions in 2004, 2007, 2008, 2012, 2013 and 2014 resulting in the current retirement plan, entitled the San Diego County Regional Airport Authority Retirement Plan and Trust of 2013, as amended ("the Plan"); and

WHEREAS, the Plan is a qualified governmental pension plan under §401(a) and §414(d) of the Internal Revenue Code of 1986, as amended; and

WHEREAS, the San Diego City Employees' Retirement System ("SDCERS") administers the Plan pursuant to the terms of the San Diego City Employees' Retirement System Participation and Administration Agreement ("P & A Agreement") approved by the Board in 2008; and

WHEREAS, SDCERS administers the Plan under a group trust (as set forth in the Declaration of Trust approved by the Board May 3, 2007, and made effective July 1, 2007) pursuant to IRS Code §401(a)(24) and in accordance with IRS Revenue Ruling 81-100, as revised by Revenue Ruling 2004-67; and

WHEREAS, pursuant to the P & A Agreement, San Diego Municipal Code §24.1806 and the provisions of the Group Trust, the Plan is treated as a separate retirement plan with a separate trust, separate from the plans of the City of San Diego and the San Diego Unified Port District, however the assets of the three plans are commingled for investment purposes; and

WHEREAS, the Authority, through discussions with SDCERS, has become aware of an inadvertent error made when its plan documents were amended in 2004 relating to the definition used to calculate Final Compensation; and

WHEREAS, the Authority's original Plan approved in 2003 provided that the definition of Final Compensation was to be calculated based upon a member's Base Compensation for his or her highest one-year period while the member was contributing to the retirement system; and

WHEREAS, the 2004 Plan amendment inadvertently altered the definition of Final Compensation found in the 2003 Plan by adding the words "26 contiguous bi-weekly pay periods" rather than using "26.1 contiguous bi-weekly pay periods", the latter being a more accurate number of pay periods in any one year period; and

WHEREAS, since the inception of the Authority's Plan in 2003, the 26.1 contiguous bi-weekly pay period figure has been used by SDCERS to calculate retirement benefits and is the number found in the plans of SDCERS's other plan sponsors, the City of San Diego and the San Diego Unified Port District (the Authority's predecessor); and

WHEREAS, the 2004 change in definition of Final Compensation was and is inaccurate and it was never the Board's intention to alter member retirement benefits based on the definition of Final Compensation from that provided in the original 2003 Plan; and

WHEREAS, by correcting the wording to 26.1 pay periods, it will conform the Plan with SDCERS' long standing administration of the Plan.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a Second Amendment to the amended and restated San Diego County Regional Airport Authority Retirement Plan and Trust of 2013; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the President/CEO to execute the Second Amendment to the Amended and Restated San Diego County Regional Airport Authority Retirement Plan and Trust of 2013, upon approval as to form by General Counsel; and

BE IT FURTHER RESOLVED that the Board authorizes the President/CEO to take such other actions as are necessary in support of this action and approval; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 17th day of September, 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.
17

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Award and Authorize the President/CEO to Execute a Contract to Ball-Nogues Design Studio, LLC to Design Integrated Artwork for the Parking Plaza

Recommendation:

The Airport Art Advisory Committee recommends that the Board adopt Resolution No. 2015-0091, awarding and authorizing the President/CEO to execute a Public Artwork Opportunity contract to Ball-Nogues Design Studio, LLC for the commission to design integrated artwork for the Parking Plaza in an amount not to exceed \$900,000.

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 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 Airport Design & Construction, 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 the Parking Plaza. The new Parking Plaza is expected to be a 3-story building of approximately 1,000,000 square feet with 3,000 parking spaces. The building is expected to be a post-tensioned concrete structure and will be located on the current footprint of the Terminal 2 East parking lot. The recommended artists will collaborate with the Parking Plaza design team members to implement their project at the site.

Solicitation Process:

On February 12, 2015, the Authority issued a Request for Qualifications (RFQ) for the Parking Plaza 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 March 5, 2015, and attended by 0 artists. A total of thirty-eight (38) submissions were received on March 27, 2015, and twenty-two (22) submissions were found to be responsive.

The Artist Selection Panel consisted of the following art and design professionals: Jim Campbell, Artist; Stephanie Hanor, Director, Mills Art Gallery; Catherine Herbst, Undergraduate Chair, Woodbury School of Architecture; Lee Petrie, Curator, Greater Toronto Airports; and Carmen D. Vann, Project Executive, Turner Construction Company. The five highest scoring respondents were invited to interview on May 29, 2015. These respondents were artist team Ball-Nogues Design Studio, LLC; and individual artists Ray King; Rob Ley; Shan Shan Sheng; and Phillip K. Smith III. 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:

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Total	Final Rank
Ball-Nogues	1	1	1	1	4	1
Ray King	5	3	4	2	14	4
Rob Ley	3	2	2	4	11	2
Shan Shan Sheng	1	5	5	5	16	5
Phillip K. Smith III	4	4	3	2	13	3

Combined Scores	SB Preference	Originality, creativity, and consistency of past work	Ability to communicate effectively	Interest in and comprehension of project	Quality and technical competence	Flexibility in approach	Total
Ball-Nogues	0	1110	480	510	760	700	3560
Ray King	0	810	495	465	680	540	2990
Rob Ley	0	900	540	510	620	580	3150
Shan Shan Sheng	0	750	345	450	600	520	2665
Phillip K. Smith III	0	930	495	450	560	600	3055

Ball-Nogues Design Studio, LLC is a Los Angeles-based artist team led by Benjamin Ball and Gaston Nogues who describe their practice as operating in a territory between architecture, art, and industrial design. The panel was impressed with Ball-Nogues innovative approach to material exploration, ability to prototype and develop their own unique fabrication techniques, capable studio team, and experience on projects of similar scale and complexity. The panel resolved that they were the most qualified team for this project.

Fiscal Impact:

Adequate funds for the public art opportunity with Ball-Nogues Design Studio, LLC are included within the Board approved FY2016-FY2020 Capital Program Budget in Project No. 104187B, Parking Plaza — Public Art. Sources of funding for this project include short term variable rate debt and 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 Ball-Nogues Design Studio, LLC did not receive the small business preference.

Prepared by:

LAUREN LOCKHART
ART PROGRAM MANAGER

RESOLUTION NO. 2015-0091

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 BALL-NOGUES DESIGN STUDIO, LLC FOR THE COMMISSION TO DESIGN INTEGRATED ARTWORK FOR THE PARKING PLAZA IN AN AMOUNT NOT TO EXCEED \$900,000

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 February 12, 2015, the Authority issued a Request for Qualifications for the Parking Plaza public art opportunity; and

WHEREAS, thirty-eight submissions were received and the artist selection panel, established by the Art Advisory Committee comprised of art and design professionals, reviewed twenty-two responsive submissions; and

WHEREAS, the evaluation panel for the Parking Plaza public art opportunity recommended that Ball-Nogues Design Studio, 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 Ball-Nogues Design Studio, LLC for the commission to design integrated artwork for the Parking Plaza in an amount not to exceed \$900,000; 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 17th day of September, 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.
18**

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Approve and Authorize the President/CEO to Execute a Third Amendment to the Memorandum of Understanding with the San Diego County Municipal Stormwater Copermittees

Recommendation:

Adopt Resolution No. 2015-0092, approving and authorizing the President/CEO to execute a Third Amendment to the Memorandum of Understanding with the San Diego County Municipal Stormwater Copermittees.

Background/Justification:

Federal and state laws require the Authority to properly manage the stormwater that runs off San Diego International Airport into San Diego Bay. Since August of 2003, the Authority has been subject to the requirements of a Municipal Stormwater Permit (Permit), a single National Pollutant Discharge Elimination System (NPDES) Permit governing the prevention and elimination of stormwater and urban runoff pollution issued by the San Diego Regional Water Quality Control Board to the Authority, the County of San Diego, the San Diego Unified Port District, and the 18 incorporated cities in San Diego County (known collectively as the San Diego County Municipal Stormwater Copermittees (Copermittees)). The Permit requires each jurisdiction to individually and collectively take actions to prevent and eliminate stormwater and urban runoff pollution. The Permit also requires that the Copermittees cooperate in the implementation of various urban runoff management plans, programs, and activities. As such, the Copermittees executed a Memorandum of Understanding (MOU) in November of 2007 to ensure implementation of cooperative programs and to apportion the costs of implementing these programs. The MOU outlines shared program activities conducted by the Copermittees. The MOU outlines the management structure, decision making process, and the division of shared program costs.

The MOU was first amended on June 15, 2010 in order to allow the refund of budgeted but unspent funds to the Parties at the conclusion of each fiscal year. The MOU was amended for the second time on July 9, 2014 to expressly limit the sharing of Fiscal Year 2014-15 (FY15) expenditures to those identified in the second amendment and to extend the termination date of the MOU. The Copermittees now wish to execute a third amendment to increase the flexibility of the management structure, to establish not-to-exceed spending limits, and to again extend the termination date of the MOU to August 31, 2019 (See Attachment A: Copermittee MOU Third Amendment).

Page 2 of 3

In response to the evolving stormwater permit requirements, this amendment revises the management structure for regional collaboration to: a) reduce the amount of mandatory participation required of each Copermittee in subcommittees and workgroups; b) remove creation of specific workgroups such that all workgroups become ad hoc workgroups only; and c) remove requirements for minimum frequencies of meetings for committees, subcommittees, and workgroups.

The MOU contains a default formula for determining the apportionment of shared cost. The formula is based on: 1) the land area of each jurisdiction, in acres; 2) the resident population of each jurisdiction; and 3) a straight split of 10% of the total costs between the Copermittees. Since neither the Authority nor the San Diego Unified Port District have a resident population, the Authority and the Port District split 1% of the total population cost between them equally (0.5% each), while the other Copermittees split the remaining 99% of the population cost in proportion to their respective populations. Under the MOU, the Authority is responsible for approximately 1% of the shared cost expended by the Copermittees. The not-to-exceed cost to the Authority over the 5-year life of the agreement is approximately \$91,000, or less than \$19,000 annually. To date, the Authority's portion of the shared costs has averaged less than \$21,000 annually.

Staff recommends authorization to execute the proposed Third Amendment to the MOU with the San Diego County Municipal Stormwater Copermittees to establish the shared program responsibilities in compliance with the NPDES stormwater permit regulations.

Fiscal Impact:

Adequate funding for shared stormwater program responsibilities under the proposed MOU amendment is included in the adopted FY 2016 and conceptually approved FY 2017 Operating Expense Budgets within the Permits 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:

A. Not Applicable:

Prepared by:

PAUL MANASJAN
ENVIRONMENTAL AFFAIRS, DIRECTOR

Third Amendment to National Pollutant Discharge Elimination System

San Diego Regional Stormwater Copermittees

MEMORANDUM OF UNDERSTANDING

July 2, 2015

This Memorandum of Understanding (MOU), entered into by the County of San Diego (County), the San Diego Unified Port District (Port), the San Diego County Regional Airport Authority (Airport), and the incorporated cities of San Diego, Carlsbad, Chula Vista, Coronado, Escondido, Imperial Beach, La Mesa, San Marcos, Del Mar, El Cajon, Encinitas, Lemon Grove, National City, Oceanside, Poway, Santee, Solana Beach, and Vista (Cities), collectively called Copermittees, establishes the shared program responsibilities of each party with respect to compliance with the National Pollutant Discharge Elimination System (NPDES) stormwater permit regulations administered by the United States Environmental Protection Agency (U.S. EPA) under the authority granted by the Federal Water Pollution Control Act (Clean Water Act) 33 USCA 1251 et seq. as amended.

RECITALS

WHEREAS, in 1987 Congress amended Section 402 of the Federal Water Pollution Control Act (33 USCA §1342p) to require the U.S. EPA to promulgate regulations for applications for permits for stormwater discharges; and

WHEREAS, the U.S. EPA adopted final permit regulations on November 16, 1990; and

WHEREAS, these permit regulations require the control of pollutants from stormwater discharges by requiring an NPDES permit, which would allow the lawful discharge of stormwater into waters of the United States; and

WHEREAS, the County, the Port, the Airport, and the Cities desire to implement an integrated stormwater management program with the objective of improving surface water quality in the County of San Diego, but do so without waiving and expressly subject to any and all objections and appeals made by any Copermittee in response to any NPDES Permit; and

WHEREAS, the California State Water Resources Control Board (CSWRCB) as designee of the U.S. EPA has delegated authority to the San Diego Regional Water Quality Control Board (Regional Board) for administration of the NPDES stormwater permit within the boundaries of its region; and

WHEREAS, on, May 8, 2013, the Regional Board issued an NPDES permit as Order No. R9-2013-0001 (Permit) governing waste discharge requirements for stormwater and urban runoff from the County, the Port, the Airport, and the Cities, naming these entities as Copermittees; and

WHEREAS, said Permit requires that the Copermittees cooperate in the implementation of various Urban Runoff Management Plans;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

I. DEFINITIONS

At Large means representing all of the Copermittees of this MOU.

Chair means presiding over and providing leadership and direction to a Working Body. This includes serving as a point of contact to external entities such as Regional Board staff, stakeholders, and industry groups, soliciting group input on and developing meeting content, facilitating meetings, and coordinating with the Secretary or Working Body Support staff to finalize work products for distribution to the Working Body. Chair responsibilities may also be divided between Co-Chairs.

Contract Administration means developing, soliciting, awarding, and managing contracts.

Consensus means general agreement reached between the participants of a Working Body.

Direct Costs mean those costs directly related to the development of a work product, or to the performance of a particular function or service. Direct Costs may include the wages of Copermittee employees engaged in an activity and the cost of materials or supplies needed to support that activity. Depreciation, equipment, and office space are not considered Direct Costs.

Fiscal Year starts on July 1 and ends on June 30 of the following year.

General Programs are collaborative urban runoff management activities which are (1) mandated by or necessary to implement requirements of the Permit, (2) necessary to anticipate the requirements, or prepare for renewal, of the Permit, (3) required to comply with Regional Board Orders or other directives required of Copermittees as dischargers of urban runoff (e.g., 13267 Orders, Total Maximum Daily Loads, etc.), or (4) other urban runoff management activities conducted with the unanimous approval of Copermittees sharing the cost or responsibility.

In-kind Contribution means a non-monetary contribution that can be used to satisfy an equivalent monetary obligation. Examples of In-kind Contributions are equipment or services provided for use.

Program Planning Subcommittee is composed as described in Section III.C.4 and 5.

Regional General Programs are activities that apply to all Copermittees, or that provide a regional benefit to Copermittees as determined by the Regional Management Committee.

Regional Principal Permittee is the County of San Diego unless another Regional Principal Permittee is selected in accordance with Section III.B.5. In addition to the responsibilities of all Copermittees described in Section II, the Regional Principal Permittee provides general coordination for the development and implementation of Regional General Programs, including the specific tasks and responsibilities described in Section III.A.1.b.

Regional Stormwater Management Committee or Management Committee is composed as described in Section III.B.2.

Representative means a Copermittee staff member or consultant who serves as a point of contact and/or participant in the activities of a Working Body on behalf of the Copermittee. Except as described in Section III.B (Regional Stormwater Management Committee), Representatives are not required to attend meetings, but are expected to maintain a reasonable knowledge of, and involvement in, the activities of the Working Body. To the best of their ability each Copermittee Representative should have expertise and knowledge in the subject matter of each applicable Working Body.

Secretary means a person who takes responsibility for the records, correspondence, minutes or notes of meetings, and related affairs of a Working Body. This includes: maintaining group contact lists; preparing and sending out meeting notifications and agendas; arranging for meeting rooms and

equipment; taking, preparing, and finalizing meeting minutes or notes; and, coordinating with the Chair or Working Body Support staff to organize and distribute work products to the Working Body.

Simple Majority means at least one-half (50%) of applicable Copermittees, rounded up to the nearest integer, or plus one where the number of Copermittees is even. For the purposes of this MOU, a simple majority may never be less than three Copermittees.

Special Formula means any cost share formula that differs from the Default Formula in the selection or weighting of individual factors or in the methodology used to calculate one or more of them.

Three-fourths Majority means at least three-fourths (75%) of applicable Copermittees, rounded up to the nearest integer. For the purposes of this MOU, a Three-fourths Majority may never be less than three Copermittees.

Two-thirds Majority means at least two-thirds (67%) of applicable Copermittees, rounded up to the nearest integer. For the purposes of this MOU, a Two-thirds Majority may never be less than three Copermittees.

Urbanized Land Area means the total of all SANDAG land uses within the geographic area, subject to the cost share, excepting therefrom, the following coded land uses: 1403 Military Barracks; 4102 Military Airports; 6700 Military Use; 6701 Military Use; 6702 Military Training; 6703 Military Weapons; 7209 Casinos; 7603 Open Space Reserves, Preserves; 7609 Undevelopable Natural Areas; 9200 Water; 9201 Bays, Lagoons; 9202 Inland Water; and 9300 Indian Reservations.

Watershed Copermittee means any Copermittee that is identified both as a Copermittee under Table 1.a and a Responsible Copermittee under any Watershed Management Area as defined in Table B-1 of the Permit.

Watershed General Programs are activities that apply to the Copermittees comprising any individual Watershed Management Area (WMA) defined in Table B-1 of the Permit, or providing a general benefit to Copermittees within the WMA as determined by a Watershed Workgroup.

Working Body means Committees, Subcommittees, Workgroups, Sub-workgroups, or any other group of Copermittees' employees assembled to conduct specific tasks required by, for, or in furtherance of, compliance with the Permit.

Working Body Support means those tasks associated with carrying out the responsibilities of the Working Body. This includes researching, drafting, modifying, and finalizing work products such as work plans, budgets, and meeting materials. Working Body Support does not include chairing or co-chairing meetings or tasks that are equitably divided amongst the Representatives of the Working Body. Working Body Support tasks are reimbursable, and may be contracted by any participating Copermittee.

II. RESPONSIBILITIES OF ALL COPERMITTEES

The following apply to General Programs.

A. Performance and Reimbursement of Tasks

1. Any individual Copermittee performing tasks necessary to fulfill budgeted General Program responsibilities for a Working Body is entitled to reimbursement of the costs incurred in accordance with section II.B.
2. Any Copermittee performing contract administration tasks to fulfill budgeted General Program responsibilities for a Working Body is entitled to reimbursement of contract

management costs at a rate of 5% of the total contract cost or as otherwise agreed on by the participating Copermittees.

3. Any Copermittee performing tasks other than contract administration or voluntarily serving as a Working Body Chair, Co-chair, or Secretary, is entitled to reimbursement of the Direct Costs of performing those services in accordance with section II.B.
4. A Copermittee shall not be obliged to conduct work, enter into any contract, continue with any work or contract, or incur any other cost on behalf of other Copermittees if each Copermittee has not contributed the funds that it is obliged to contribute toward the activity or program, or if the Copermittee has not received adequate assurances that such funds will be received before payments become due. The Copermittee shall have sole discretion to determine whether assurances that require funds will be timely received or adequate.
5. A member of a Working Body providing Working Body Support may terminate those obligations for convenience, but shall first make a good faith effort to carry out or transfer existing responsibilities to another party.

B. Fiscal Responsibilities

1. Division of Shared General Program Costs
 - a. Prior to the allocation of shared costs, each proposed or approved budget task or sub-task shall be identified as either a Regional General Program cost or a Watershed General Program cost, and the Copermittees sharing that cost shall be identified. The cost of any particular budget element shall be subject to the approval of only the Copermittees to which it applies. The associated costs shall be divided among participating Copermittees as described below.
 - (1) Default Formula. Shared costs shall be divided according to a Default Formula of 45% Urbanized Land Area, 45% Population, and 10% Equal Division unless a Special Formula is approved by the Copermittees to which the cost applies.
 - (a) Population costs shall be divided among the Copermittees as follows: Whenever any geographic portion of the Port or Airport jurisdiction(s), respectively, lies(s) within the geographic area to which the shared program or activity is applicable, the Port or Airport, respectively, will each pay a fixed 0.5% of total Population costs. The remaining percentage of the population costs shall be divided among Copermittees by dividing the total population of each Copermittee by the combined total Copermittee population within the geographic area applicable to the shared program or activity. These percentages shall be calculated using the most recently available population data available from the San Diego Association of Governments (SANDAG), unless more recent data are available from an equivalent source such as the U.S. Census Bureau, and are determined to be acceptable by the Copermittees sharing the cost.
 - (b) Urbanized Land Area costs shall be divided among Copermittees by dividing the total Urbanized Land Area of each Copermittee by the combined total Urbanized Land Area of all participating Copermittees within the geographic area applicable to the shared program or activity. Urbanized Land Area shares shall be calculated using the most recently available San Diego Association of Governments (SANDAG) land use statistics. The Urbanized Land Area share for the County shall include those urbanized lands in the unincorporated portion of the County that are

- west of the County Water Authority (CWA) service area boundary as it exists on the date of this MOU or as formally amended by the CWA.
- (c) Ten Percent (10%) of the total cost to be shared shall be divided equally amongst all of the Copermittees.
 - (d) Modification of the Default Formula requires the unanimous vote of all Copermittees. For cost sharing that applies only to a group that contains fewer than all Copermittees, a unanimous vote is required of all affected Copermittees.

(2) Special Formulas.

Special Formulas may be applied to any shared Regional or Watershed General Program cost, and require the unanimous vote of the Copermittees participating in the cost.

- (3) In-kind Contributions. Subject to approval by the Copermittees participating in a particular shared General Program budget, a Copermittee may provide an in-kind contribution of equal value rather than a monetary contribution toward all or part of the cost of an activity. Copermittee in-kind contributions may include Working Body Support.

2. Work Plans and Shared Cost Budgets

a. Limitations on Cost-sharing

General Program activities that may be cost-shared by the Copermittees include collaborative urban runoff management activities which are (1) mandated by or necessary to implement requirements of the Permit, (2) necessary to anticipate the requirements, or prepare for renewal, of the Permit, (3) required to comply with Regional Board Orders or other directives required of Copermittees as dischargers of urban runoff (e.g., 13267 Orders, Total Maximum Daily Loads, etc.), or (4) other urban runoff management activities conducted with the unanimous approval of Copermittees sharing the cost or responsibility.

Examples of such activities include:

- (1) Development or implementation of any program requirements of the MS4 Permit, such as, the BMP Design Manual, regional education and outreach, or Water Quality Improvement Plans;
- (2) Public participation activities, such as facilitating public meetings and workshops;
- (3) Program assessment;
- (4) Plan updates;
- (5) Water quality monitoring, assessment and reporting;
- (6) Annual reporting, including establishment and management of data and information clearinghouses;
- (7) Preparation of technical analyses, recommendations and comments regarding the MS4 Permit, total maximum daily loads, and other relevant storm water quality regulations;

- (8) Preparation of documents required by the MS4 Permit, such as Reports of Waste Discharge; and
- (9) Special studies related to storm water quality-related pollutants, their sources, and potential best management practices.

b. Regional Work Plans and Shared Cost Budgets

1. No later than October 31st of each year, each Regional Working Body shall prepare and submit to the Planning Subcommittee a Work Plan and Shared Costs Budget for the upcoming Fiscal Year.
2. Each Work Plan shall identify the parties that will serve as a Working Body Chair, Co-chair, or Secretary for the upcoming Fiscal Year. These assignments will be served on a fiscal year basis, and shall be for a minimum term of one year.
3. A Copermittee may not be compelled to act, or continue acting, as a Working Body Chair, Co-chair, or Secretary, and may at any time terminate an existing assignment. Before doing so, the Copermittee shall first make a good faith effort to carry out or transfer existing responsibilities.
4. Each budget shall describe major tasks, schedules, and projected costs, which Copermittees will provide Working Body Support, Contract Administration, in-kind contributions, and any other information applicable to regional general program costs.
5. To ensure that each Copermittee governing body has sufficient time to consider fiscal impacts, the Planning Subcommittee shall prepare a consolidated draft Regional Work Plan and Shared Costs Budget no later than December 31st of each year for the regional general programs. After consideration of comments and discussion, a final Regional Work Plan and Shared Costs Budget shall be prepared, approved by the Management Committee, and distributed to the Copermittees no later than January 31st of each year. The consolidated Regional Work Plan and Shared Costs Budget shall also identify the party or parties serving as Regional General Program operations fund managers.
6. Modifications to any adopted Regional Work Plan and Shared Costs Budget that will result in an overall increase in cost require the approval of the Regional Management Committee.

c. Watershed Work Plans and Shared Cost Budgets

1. Each Watershed Workgroup, for which costs will be shared, shall prepare, adopt, and distribute to the participating Copermittees a Watershed Work Plan and Shared Costs Budget.
2. Each Watershed Work Plan and Shared Costs Budget shall include a description of major tasks, schedules, and projected costs, and shall identify the Copermittees that will provide or contract services or incur other costs. It shall also identify the party or parties serving as Watershed General Program operations fund managers.
3. Modifications to any adopted Watershed Shared Costs Budget and Work Plan that will result in an overall increase in cost require the unanimous approval of the applicable Copermittees.

3. Cumulative Budget Limits

- a. The total Shared Cost Budget authorized under this MOU may not exceed the Cumulative Limits specified for each spending category in **Table 1**. These values represent the maximum amount that may be cost-shared for each spending category for the duration of this MOU. They do not represent funding commitments. Once a Cumulative Limit has been reached, the Copermittees must establish separate agreements for sharing additional costs for that budget category. The estimated annual limits shown for each fiscal year are for planning purposes only. Where an estimated annual limit is not reached in any fiscal year, the surplus amount may be carried over into subsequent fiscal years, so long as the Cumulative Limit is not exceeded. Budget limits apply only to their designated budget category. They may not be exchanged or credited across budget categories. Spending in each budget category may not exceed the applicable Cumulative Limit under any circumstances.

Table 1: Not-to-exceed Limits by Budget Category

Budget Category	Estimated Annual Spending Limits				Cumulative Limit
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	
1. Regional General Programs	\$1,782,597	\$900,200	\$1,000,200	\$900,200	\$4,583,197
2. Watershed General Programs					
a) San Luis Rey WMA	\$779,025	\$823,550	\$697,091	\$975,456	\$3,275,122
b) San Dieguito WMA	\$337,944	\$854,136	\$340,950	\$545,203	\$2,078,233
c) Los Penasquitos WMA	\$744,313	\$804,510	\$561,095	\$680,663	\$2,790,581
d) San Diego River WMA	\$1,151,733	\$742,219	\$574,802	\$800,161	\$3,268,915
e) San Diego Bay WMA	\$1,260,000	\$862,000	\$1,038,000	\$924,000	\$4,084,000
f) Tijuana River WMA	\$400,000	\$450,000	\$320,000	\$375,000	\$1,545,000
3. Total Not-to-exceed Amount	\$6,485,612	\$5,436,615	\$4,532,138	\$5,200,683	\$21,625,048

4. Management and Payment of Funds

- a. For Regional General Programs, the Copermittees shall each pay a yearly assessment into one or more Regional General Program operations funds for their respective portion of any Regional Shared Costs Budget approved pursuant to this MOU. The Regional General Program operations fund shall be managed by the Regional Principal Permittee, or any other Permittee on approval of the Copermittees.
- b. For Watershed General Programs, the applicable Watershed Copermittees shall each pay an assessment into one or more Watershed General Program operations funds for their assigned portion of any Watershed Shared Costs Budget approved pursuant to this MOU. Each Watershed General Program operations fund shall be managed

by the Watershed Lead Permittee, or any other Watershed Permittee on approval of the participating Copermittees.

- c. The Copermittee managing each General Program operations fund shall provide Budget Balance and Expenditure Status Reports following the end of each fiscal year. This shall include a detailed accounting of all costs and expenses in accordance with the adopted Work Plan and Shared Costs Budget, including those incurred by Copermittees providing Working Body Support, contracting services, in-kind services, or other applicable costs.
- d. Each Copermittee shall pay invoices within 60 days of receipt from the Copermittee managing the applicable General Program operations fund.
- e. Funds collected and not expended in any fiscal year shall be credited to the Copermittees' share of the next fiscal year's costs in accordance with the Copermittees' defined shared costs.
- f. Copermittees providing Working Body Support, Contract Administration, in-kind services, or incurring other budgeted costs on behalf of other Copermittees shall provide documentation of those expenses as requested by the Copermittee managing the applicable General Program operations fund. They shall only receive credit for those expenses if a detailed accounting of all costs and expenses meeting the minimum standards agreed upon by the Copermittees has been provided.
- g. Differences in the approved actual cost of expenses from those budgeted shall be either credited or added as appropriate to the amount of the Copermittee's share. In the event that any Copermittees' share of the next fiscal year's costs is less than the amount to be credited, the difference shall be refunded to the Copermittee. Refunds shall be provided to Copermittees no later than 90 days after final accounting.
- h. At its discretion, a Copermittee managing a General Program operations fund may, prior to the completion of a fiscal year, make payment to any Copermittee providing Working Body Support, Contract Administration, in-kind services, or incurring other budgeted expenditures on behalf of other Copermittees so long as all of the conditions of Section II B.4.f above have been satisfied and there are sufficient funds available to make a payment without requiring additional contributions or jeopardizing program objectives. If for some reason excess payment is made, the Copermittee receiving the payment agrees to return the additional payment without any recourse against the managing Copermittee.

III. REGIONAL GENERAL PROGRAMS

In addition to the requirements of Section II, the following apply to Regional General Programs.

A. Regional Principal Permittee

1. The County is hereby designated Regional Principal Permittee (Principal Permittee).
 - a. The County or any other Copermittee may not be compelled to act, or continue acting, as Principal Permittee. A Copermittee may at any time terminate its assignment as Principal Permittee, but shall first make a good faith effort to carry out or transfer existing responsibilities.
 - b. In addition to the responsibilities of all Copermittees described in Section II, the Principal Permittee shall provide general coordination for the development and

implementation of Regional General Programs, including the following tasks and responsibilities:

- (1) Establish, chair, and provide overall coordination and leadership of the Regional Stormwater Management Committee (Management Committee) and the Regional Program Planning Subcommittee (Planning Subcommittee).
- (2) Maintain a current contact list of Copermittees and interested parties.
- (3) Maintain knowledge of and advise the Copermittees regarding current and proposed state and federal policies, regulations, and other NPDES programs; assist the Copermittees in the development and presentation of positions on these issues before local, state, and federal agencies.

B. Regional Stormwater Management Committee

1. The purpose of the Regional Stormwater Management Committee (Management Committee) is to provide a public forum for the development, approval, and coordination of urban runoff management programs, and for the exploration of issues of regional significance.
2. The Management Committee shall consist of one Representative of each Copermittee. Each Copermittee shall have one vote.
3. The Management Committee shall meet at least annually.
4. At a minimum, the Management Committee shall have the following responsibilities:
 - a. Address common issues, promote consistency among jurisdictional and watershed programs, and plan and coordinate activities required under the Permit;
 - b. Develop, implement, and arrange for implementation of Regional General Programs;
 - c. Provide a general forum for informing and receiving input from stakeholders and interested parties;
 - d. Provide a forum for public participation in the development and implementation of regional urban runoff management programs and activities;
 - e. Establish or modify Working Bodies to review specific issues, make recommendations, or conduct work in support of shared regional priorities or objectives;
 - f. Formally approve the recommendations, work products, and deliverables of Working Bodies presented for consideration;
 - g. Adopt an Annual Regional Work Plan and Shared Costs Budget in accordance with the budgetary limits set forth in Table 1;
 - h. Approve an Annual Regional Work Plan and Shared Costs Budget; and
 - i. Approve year-end Budget Balance and Expenditure Status Reports.
5. The Management Committee shall be chaired by the Principal Permittee, or may alternatively be chaired or co-chaired by any other Copermittee. A reassignment or change in the responsibilities of the Principal Permittee requires a three-fourths majority approval of all Copermittees.
6. Voting Requirements for the Management Committee

- a. For a meeting or a vote to be held, a quorum of a Two-thirds Majority of voting representatives of the Management Committee must either be present or participate remotely via legally acceptable electronic communication (telephone, voice over internet protocol, etc.).
 - b. Management Committee voting shall not be conducted outside of meetings (e.g., by email).
 - c. For a motion to be approved, an affirmative vote of a Simple Majority of the Management Committee is needed.
 - d. On approval of the Management Committee, activities undertaken by a subset of Copermittees, but providing a regional benefit to Copermittees, may be considered Regional General Programs.
 - e. Approval of any shared cost requires a unanimous vote of all Copermittees participating in the cost.
7. Meetings of the Management Committee, including any closed sessions with legal counsel, shall be conducted in accordance with the "Brown Act" (Government Code Section 54950 et seq.). Except for official meetings of the Management Committee, nothing herein shall be interpreted to require meetings between staff members of the individual Copermittees (including designated representatives of the Copermittees) to be subject to the Brown Act, where the Brown Act would not otherwise apply.

C. Regional Program Planning Subcommittee

1. The purposes of the Regional Program Planning Subcommittee (Planning Subcommittee) shall be to provide regional coordination of urban runoff management activities, to develop and implement Regional General Programs, and to coordinate the activities of Working Bodies.
2. At a minimum, the Planning Subcommittee shall have the following responsibilities:
 - a. Serve as an intermediary between the Management Committee and other Copermittee Working Bodies;
 - b. Plan and coordinate Management Committee meetings;
 - c. Establish or modify Regional Workgroups to review specific issues, make recommendations, or conduct work in support of shared regional priorities or objectives;
 - d. Oversee, coordinate, and track the progress of As-Needed Regional Workgroups in developing specific work products, responding to information requests, and completing tasks;
 - e. Establish and maintain a calendar of Copermittee meetings and events;
 - f. Conduct regional program planning including developing an Annual Regional Work Plan and Shared Costs Budget for Management Committee consideration and approval;
 - g. Review and recommend Management Committee approval of work products, recommendations, and requests of Regional Workgroups for consideration and approval;
 - h. Annually receive, review, comment on, and consolidate the recommended Work Plans and Shared Costs Budgets of each Regional Workgroup;
 - i. Coordinate and liaise with Regional Board staff, stakeholders, regulated parties, and other interested parties to identify and explore key regional issues and concerns.
 - j. Provide Representation to the California Stormwater Quality Association (CASQA);

- k. Provide representation or participation for other professional organizations and societies as appropriate and feasible;
 - l. Provide regular updates to Copermittees and interested parties via Management Committee meetings or other appropriate means (e-mail, etc.); and
 - m. Provide subject area input as needed for the development, implementation, review, and revision of General Programs, and the development of associated reports and work products.
3. The Planning Subcommittee shall be chaired by the Principal Permittee, or may alternatively be chaired or co-chaired by any other Copermittee upon approval of the Management Committee.
 4. Planning Subcommittee meetings shall be open to all Copermittees; however, voting membership in any year shall be limited to one representative of each Watershed Management Area (WMA) listed in Permit Table a.1 except the South Orange County WMA. Any Copermittee may only represent one WMA. For each fiscal year, each WMA will designate a Copermittee as a voting member of the Planning Subcommittee prior to the beginning of that fiscal year. Each WMA may also designate an alternate voting member.
 5. Each voting member shall be considered an at-large member. Their purpose is to represent the interests of all Copermittees of this MOU rather than those of their specific WMAs.
 6. The Planning Subcommittee may not alter the responsibilities of, or impose new fiscal obligations on, any Copermittee or Working Body, except as approved by the Management Committee. However, the Planning Subcommittee may approve changes to approved Annual Regional Work Plans and Shared Costs Budgets within approved annual budget limits.
 7. Voting Requirements for the Planning Subcommittee:
 - a. The Planning Subcommittee shall only make advisory recommendations for items requiring Management Committee approval.
 - b. The Planning Subcommittee may use any voting methodology it deems appropriate to develop advisory recommendations or conduct other business, and, shall present minority or dissenting recommendations for consideration by the Management Committee as applicable.
 - c. Except as prohibited by law, the Planning Subcommittee may conduct votes outside of meetings (e.g., by e-mail) as appropriate.
 8. Meetings of the Planning Subcommittee, including any closed sessions with legal counsel, shall be conducted in accordance with the "Brown Act" (Government Code Section 54950 et seq.). Except for official meetings of the Planning Subcommittee, nothing herein shall be interpreted to require meetings between staff members of the individual Copermittees (including designated representatives of the Copermittees) to be subject to the Brown Act, where the Brown Act would not otherwise apply.

D. Regional Workgroups

1. The purpose of Regional Workgroups is to provide staffing and perform tasks and develop work products requested by the Regional Management Committee or the Regional Program Planning Subcommittee, and provide related coordination of activities and work products with stakeholders and interested parties. Regional Workgroups are advisory to the Management Committee through the Planning Subcommittee.
2. Copermittee participation on Regional Workgroups is voluntary.

3. No minimum meeting frequency is required. The Regional Workgroups shall meet as necessary to coordinate the performance of specified work products as staff to implement the Permit.
4. At a minimum, each Regional Workgroup shall have the following responsibilities:
 - a. Facilitate consistency in the development, implementation, review, and revision of General Programs, and develop associated reports and work products.
 - b. By October 31st of each year, prepare and submit to the Planning Subcommittee a recommended Work Plan for the activities of the Workgroup in the ensuing fiscal year. This shall include a description of major tasks, deliverables, and projected schedules, and the assignment and/or division of responsibilities for task completion.
 - c. Provide subject area input to other Regional Workgroups as needed.
As necessary, coordinate and liaise with Regional Board staff, stakeholders, regulated parties, and other interested parties regarding applicable tasks.
5. Voting Requirements for Regional Workgroups
 - a. Regional Workgroups shall make consensus support staff recommendations to the Planning Subcommittee, who shall in turn make recommendations for formal votes to the Management Committee.
 - b. Regional Workgroups may use any voting methodology they deem appropriate to develop consensus, and, as applicable, shall present minority or dissenting recommendations for consideration.
 - c. Regional Workgroups may conduct votes outside of meetings (e.g., by email) as appropriate.

IV. WATERSHED GENERAL PROGRAMS

The following apply to Watershed General Programs.

A. Watershed Workgroups

1. The purpose of Watershed Workgroups is to allow Copermittees within a Watershed Management Area to share costs for watershed activities and programs. Watershed Workgroups may use this MOU to share costs for convenience, but are not required to do so.
2. No action is required for the Copermittees within a Watershed Management Area to establish a Watershed Workgroup.
3. Watershed Workgroups may share costs as part of this MOU up to the cumulative limits identified in Table 1. These values represent the maximum amount that may be cost-shared by a Watershed Workgroup for the duration of this MOU. They do not represent funding commitments. Once a cumulative limit has been reached, the Watershed Copermittees must establish separate agreements for sharing additional costs. Costs that may be shared by Watershed Workgroups are identified in section II.B.2.a.
4. Management and payment of funds by Watershed Workgroups shall be conducted in accordance with the requirements of section II.B.4. Any Watershed Copermittee may manage a Watershed General Program operations fund.
5. No minimum meeting frequency is required for any Watershed Workgroup. The Watershed Workgroups shall meet as necessary to coordinate the performance of specified work tasks as staff to implement the Permit.

6. On approval of the Watershed Workgroup, activities undertaken by a subset of Watershed Copermittees, but providing a general benefit to Copermittees within the WMA, may be considered Watershed General Programs.
7. Watershed Workgroups may use any method they deem appropriate to conduct votes or develop consensus. However, the following requirements shall apply for any vote to share costs:
 - a. The voting membership of each Watershed Workgroup shall consist of one designated voting representative for each Watershed Copermittee participating in the cost; and
 - b. For a vote to pass, an affirmative vote of all Copermittees participating in the cost is needed.
8. Meetings of any Watershed Workgroup, including any closed sessions with legal counsel, shall be conducted in accordance with the "Brown Act" (Government Code Section 54950 et seq.) as applicable. Except for official meetings of a Watershed Workgroup, nothing herein shall be interpreted to require meetings between staff members of the individual Copermittees (including designated representatives of the Copermittees) to be subject to the Brown Act, where the Brown Act would not otherwise apply.

V. DISPUTE RESOLUTION

Should a dispute arise among any of the parties regarding any matter related to this MOU, the parties agree to first meet and confer in good faith to attempt to resolve the dispute. If that fails to resolve the dispute, they shall submit the matter to mediation.

1. **Mandatory Non-binding Mediation.** If a dispute arises out of, or relates to this MOU, or the breach thereof, and if the dispute cannot be settled through normal contract negotiations, the Parties agree to attempt to settle the dispute in an amicable manner, using mediation under the Mediation Rules of the American Arbitration Association [AAA] or any other neutral organization agreed to by the parties. A mediation session is required before having recourse in a court of law. The cost of mediation shall be borne by the parties equally.
2. **Selection of Mediator.** A single Mediator that is acceptable to all Parties shall be used to mediate the dispute. The Mediator may be selected from lists furnished by the AAA or any other agreed upon Mediator. To initiate mediation, the initiating Party shall serve a Request for Mediation on the opposing Party.
3. **Conduct of Mediation Sessions.** Mediation hearings will be conducted in an informal manner and discovery will not be allowed. All discussions, statements, or admissions in the mediation process will be confidential settlement negotiations under Ca. Evidence Code section 1152. The Parties may agree to exchange any information they deem necessary.
 - a. Both Parties must have an authorized representative attend the mediation. Each representative must have the authority to recommend entering into a settlement. Either Party may have attorney(s) or expert(s) present.
 - b. Any agreements resulting from mediation shall be documented in writing. All mediation results and documentation, by themselves, shall be "non-binding" and inadmissible for any purpose in any legal proceeding, unless such admission is otherwise agreed upon, in writing, by both Parties. Mediators shall not be subject to any subpoena or liability and their actions shall not be subject to discovery.

VI. GENERAL PROVISIONS

A. Term of Agreement

1. This MOU shall become effective on the date the last party executes the MOU.
2. The life of the MOU shall run through August 2019, or with the life of the current Permit plus twelve months, whichever is longer. For purposes of this paragraph, any permit renewal or replacement after May 2019 shall be considered a new permit; any earlier amendment of the Permit increasing the obligations of the Regional Principal Permittee or a Watershed Lead Permittee may at that Copermittee's sole option, be declared to be a new permit; and the Management Committee shall determine whether any other earlier amendment to the Permit is of such significance as to effectively be a new Permit.

B. Withdrawal of Copermittee

1. Participation in this MOU may be withdrawn by any Copermittee for any reason only after the Copermittee complies with all of the following conditions of withdrawal:
 - a. The Copermittee shall notify all of the other Copermittees in writing 90 days prior to its intended date of withdrawal.
 - b. Any expenses associated with withdrawal, including but not limited to, filing and obtaining the withdrawing Copermittee's individual NPDES permit and the amendment of the Permit will be solely the responsibility of the withdrawing Copermittee.
 - c. The withdrawing Copermittee shall be responsible for their portion of any shared costs incurred according to the conditions of this MOU up to the time that each of the conditions in Section VI.B.1.a. has been met.
 - d. Any monies paid by withdrawing Copermittee in excess of the amount due under the terms of the MOU shall be refunded to the Copermittee at the time the withdrawal becomes final as set forth in Section VI.B.1.a.
 - e. The withdrawing Copermittee shall not be entitled to participate in the division of proceeds in any reserve fund account when the MOU is dissolved.

C. Non-Compliance with MOU Requirements

1. Any participant to this MOU found to be in non-compliance with the conditions of this MOU shall be solely liable for any lawfully assessed penalties resulting from such non-compliance. Failure to comply with MOU conditions within specified or agreed upon timelines shall constitute non-compliance with the MOU.
2. Limitations on Use of Funds. Notwithstanding the rights and obligations of the Parties created by this MOU, no Party may be found in breach of this MOU where compliance would require that Party to violate any law or grant assurance, including but not limited to provisions of the Federal Aviation Administration 1999 Policy and Procedure Concerning the Use of Airport Revenue [64 Fed. Reg. 7696, dated Feb. 16, 1999]; the Airport and Airway Improvement Act of 1982 codified at 49 U.S.C. § 47107(b); the Federal Aviation Administration Authorization Act of 1994, P.L. 103-305 (Aug. 23, 1994); the Airport Revenue Protection Act of 1996, Title VIII of the Federal Aviation Administration Act of

1996, P.L. 104-264 (Oct. 9, 1996), 110 Stat. 3269 (Oct. 9, 1996); 49 U.S.C. § 46301(n)(5); and 49 U.S.C. § 47133. The Parties recognize that the Authority has received federal Airport Improvement Project (“AIP”) grants containing grant assurance 25, which provides: “All revenues generated by the airport . . . will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport.”

D. Amendments to the Memorandum of Understanding

This MOU may be amended only by unanimous consent of all Copermittees. No amendment shall be effective unless it is in writing and signed by the duly authorized representatives of the Copermittees.

E. Governing Law

This MOU shall be governed and construed in accordance with the laws of the State of California. If any provision or provisions shall be held to be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

The headings used throughout this MOU are for convenience only and do not in any way limit or amplify the terms or provisions of the MOU.

F. Consent and Breach Not Waiver

No term or provision hereof shall be deemed waived and no breach excused, unless such waiver or consent shall be in writing and signed by the Copermittee to have waived or consented. Any consent by any Copermittee to, or waiver of, a breach by the other, whether expressed or implied, shall not constitute a consent to, waiver of, or excuse for any other different or subsequent breach.

G. No Indemnification

1. Each Copermittee shall have the sole responsibility to comply with the Permit.
2. Each Copermittee shall pay all fines, penalties, and costs which may arise out of such Copermittee’s non-compliance with the Permit.
3. By entering into this MOU, no Copermittee assumes liability for claims or actions arising out of the performance of any work or actions or omissions, by any other Copermittee, its agents, officers, and employees under this MOU.
4. By entering into this MOU, each Copermittee agrees to defend itself from any claim, action or proceeding arising out of the acts or omissions of itself and retain its own legal counsel, and bear its own defense costs.

H. Application of Prior Agreements

This MOU constitutes the entire Agreement between the parties with respect to the subject matter; all prior agreements, representations, statements, negotiations, and undertakings are superseded hereby.

I. Right to Audit

Each Party retains the right to review and audit, and the reasonable right of access to other Parties' respective premises to review and audit the other Parties' compliance with the provisions of this MOU (Party's Right). The Party's Right includes the right to inspect and photocopy same, and to retain copies, outside of the Parties' premises, of any and all records, including any and all books, records, and documents, related to this MOU with appropriate safeguards, if such retention is deemed necessary by the auditing Party in its sole discretion. This information shall be kept by the auditing Party in the strictest confidence allowed by law.

J. Execution of Agreement

This MOU may be executed in counterpart and the signed counterparts shall constitute a single instrument. In the event that any Copermittee is unable to execute this amendment prior to August 31, 2015, execution of this amendment after that date shall constitute ratification of this amendment, and the MOU and extensions shall be in effect once all signatures are obtained.

Except as hereinabove amended, the National Pollutant Discharge Elimination System, San Diego Regional Stormwater Copermittees, Memorandum of Understanding shall remain in full force and effect. In the event of a conflict between the provisions of the MOU and those of this Amendment, this Amendment shall control.

IN WITNESS WHEREOF, this Third Amendment to MOU is executed as follows:

Date:

Thella Bowens, President/CEO
San Diego County Regional Airport Authority, Copermittee

APPROVED AS TO FORM:

RESOLUTION NO. 2015-0092

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A THIRD AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING WITH THE SAN DIEGO COUNTY MUNICIPAL STORMWATER COPERMITTEES.

WHEREAS, Federal and state laws require the Authority to properly manage the stormwater that runs off San Diego International Airport into San Diego Bay; and

WHEREAS, since August of 2003, the Authority has been subject to the requirements of a Municipal Stormwater Permit (Permit), a single NPDES Permit governing the prevention and elimination of stormwater and urban runoff pollution issued by the San Diego Regional Water Quality Control Board to the Authority, the County of San Diego, the San Diego Unified Port District, and the 18 incorporated cities in San Diego County (known collectively as the San Diego County Municipal Stormwater Copermittees (Copermittees); and

WHEREAS, the Permit requires that the Copermittees cooperate in the implementation of various urban runoff management plans, programs, and activities; and

WHEREAS, the Copermittees entered into a Memorandum of Understanding (MOU) on November 16, 2007 to ensure implementation and to apportion the cost of these cooperative programs; and

WHEREAS, the Copermittees executed the First Amendment to the MOU on June 15, 2010 in order to allow the refund of budgeted but unspent funds to the Parties at the conclusion of each fiscal year; and

WHEREAS, the Copermittees executed the Second Amendment to the MOU on July 9, 2014 to extend the expiration date of the MOU and to expressly limit the sharing of Fiscal Year 2014-15 expenditures to those identified in the second amendment; and

WHEREAS, the Copermittees wish to amend the MOU to increase the flexibility of the management structure in responding to the evolving needs of the urban runoff management programs, to establish not-to-exceed spending limits, and to extend the termination date of the MOU to August 31, 2019.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a Third Amendment to the Memorandum of Understanding with the San Diego County Municipal Stormwater Copermittees; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at its regular meeting this 17th day of September, 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.
19**

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Approve and Authorize the President/CEO to Execute a First Amendment to Three On-Call Material Testing, Special Inspection and Geotechnical Services Agreements

Recommendation:

Adopt Resolution No. 2015-0093, approving and authorizing the President/CEO to exercise the option to execute a First Amendment to the agreement with AMEC Foster Wheeler Environmental and Infrastructure, Inc., to exercise the option to extend the term of the agreement by one year to expire on October 15, 2016, to provide on-call material testing, special inspection and geotechnical services for Capital Improvement projects.

Adopt Resolution No. 2015-0094, approving and authorizing the President/CEO to execute a First Amendment to the agreement with Kleinfelder, Inc., to exercise the option to extend the term of the agreement by one year to expire on October 15, 2016, to provide on-call material testing, special inspection, and geotechnical services for Capital Improvement projects.

Adopt Resolution No. 2015-0095, approving and authorizing the President/CEO to execute a First Amendment to the agreement with Ninyo & Moore Geotechnical & Environmental Sciences Consultants, to exercise the option to extend the term of the agreement by one year to expire on October 15, 2016, to provide on-call material testing, special inspection, and geotechnical services for Capital Improvement projects.

Background/Justification:

The San Diego County Regional Airport Authority ("Authority") currently has three year agreements with each of the following entities: AMEC Environment and Infrastructure, Inc., ("AMEC"), Kleinfelder, Inc., and Ninyo & Moore. In January, 2015, AMEC changed its name to AMEC Foster Wheeler Environmental and Infrastructure, Inc. Each of the agreements commenced in November 2012 and will expire on October 15, 2015, to provide on-call material testing, special inspection and geotechnical services for Capital Improvement projects [Resolution Nos. 2012-0063, 2012-0064, 2012-0065 respectively]. These consultants currently provide special inspection, material testing, and code compliance analysis for essential on-going projects, such as the Rental Car Center ("RCC"), Parking Plaza, Taxiway J, Terminal Link Roadway, North Side Storm Drain, and the RCC Bus Parking Facility.

Authority Staff proposes to exercise the option to extend the term of each agreement by one year to continue providing these services without interruption for Capital Improvement projects.

Each of these existing agreements has a maximum on-call capacity of \$5,000,000, and at least 25% of that capacity remains unexpended, therefore no additional funds are requested for the extended term of the agreements. In addition, the compensation terms and conditions will remain the same.

Fiscal Impact:

Adequate funds for the On-Call Material Testing, Special Inspection, and Geotechnical Services Agreements are available and will be utilized by projects included in the San Diego County Regional Airport Authority Board approved FY2016-FY2020 Capital Improvement Program and Operating Expense budgets. The funding source for capital projects is dependent on the project utilizing the on-call services and includes, but is not limited to, Federal Entitlement and Discretionary Grants, Customer Facility Charges, Passenger Facility Charges, Variable Rate Debt, Airport Cash, and General Airport 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.

No preferences were applied to the award of the On-Call Materials Testing, Special Inspection, and Geotechnical Services with AMEC Foster Wheeler Environmental and Infrastructure, Inc., Kleinfelder, Inc., Ninyo & Moore Geotechnical & Environmental Sciences Consultants. However, AMEC Foster Wheeler Environmental and Infrastructure, Inc., Kleinfelder, Inc., Ninyo & Moore Geotechnical & Environmental Sciences Consultants have committed to working with the Airport Authority to maximize participation by small, local, historically underutilized and service disabled veteran owned small businesses on this contract.

Prepared by:

IRAJ GHAEMI
DIRECTOR, FACILITIES DEVELOPMENT

RESOLUTION NO. 2015-0093

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXERCISE THE OPTION TO EXECUTE A FIRST AMENDMENT TO THE AGREEMENT WITH AMEC FOSTER WHEELER ENVIRONMENTAL AND INFRASTRUCTURE, INC., TO EXERCISE THE OPTION TO EXTEND THE TERM OF THE AGREEMENT BY ONE YEAR TO EXPIRE ON OCTOBER 15, 2016, TO PROVIDE ON-CALL MATERIAL TESTING, SPECIAL INSPECTION, AND GEOTECHNICAL SERVICES FOR CAPITAL IMPROVEMENT PROJECTS

WHEREAS, the San Diego County Regional Airport Authority ("Authority") currently has an agreement with AMEC Environment and Infrastructure, Inc. ("AMEC"), to provide on-call material testing, special inspection, and geotechnical services; and

WHEREAS, in January, 2015, AMEC changed its name to AMEC Foster Wheeler Environmental and Infrastructure, Inc.; and

WHEREAS, the existing agreement commenced in November 2012 and will expire on October 15, 2015; and

WHEREAS, Authority staff proposes to exercise the option to extend the term of the agreement by one year to continue providing special inspection, material testing, and providing analysis and summaries of testing and inspection results, without interruption to current, on-going Capital Improvement projects; and

WHEREAS, because the existing agreement has a maximum on-call capacity of \$5,000,000, and at least 25% of that capacity remains unexpended, no additional funds are requested for the extended term of the agreement; and

WHEREAS, the agreement's compensation terms and conditions will remain the same; and

WHEREAS, this request is to exercise the option to extend the term of the existing agreement by one year to continue to provide on-call material testing, special inspection, and geotechnical services to support Capital Improvement projects.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to exercise the option to execute a First Amendment to the agreement with AMEC Foster Wheeler Environmental and Infrastructure, Inc., to exercise the option to extend the term of the agreement by one year to expire on October 15, 2016, to provide on-call material testing, special inspection, and geotechnical services for Capital Improvement projects; and

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

BE IT FURTHER RESOLVED that the Board finds 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 17th day of September, 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

RESOLUTION NO. 2015-0094

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A FIRST AMENDMENT TO THE AGREEMENT WITH KLEINFELDER, INC., TO EXERCISE THE OPTION TO EXTEND THE TERM OF THE AGREEMENT BY ONE YEAR TO EXPIRE ON OCTOBER 15, 2016, TO PROVIDE ON-CALL MATERIAL TESTING, SPECIAL INSPECTION, AND GEOTECHNICAL SERVICES FOR CAPITAL IMPROVEMENT PROJECTS

WHEREAS, the San Diego County Regional Airport Authority ("Authority") currently has an agreement with Kleinfelder, Inc., to provide on-call material testing, special inspection, and geotechnical services; and

WHEREAS, the existing agreement commenced in November 2012 and will expire on October 15, 2015; and

WHEREAS, Authority staff proposes to exercise the option to extend the term of the agreement by one year to continue providing special inspection, material testing, and providing analysis and summaries of testing and inspection results, without interruption to current, on-going Capital Improvement projects; and

WHEREAS, because the existing agreement has a maximum on-call capacity of \$5,000,000, and at least 25% of that capacity remains unexpended, no additional funds are requested for the extended term of the agreement; and

WHEREAS, the agreement's compensation terms and conditions will remain the same; and

WHEREAS, this request is to exercise the option to extend the term of the existing agreement by one year to continue to provide on-call material testing, special inspection, and geotechnical services to support Capital Improvement projects.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a First Amendment to the agreement with Kleinfelder, Inc., to exercise the option to extend the term of the agreement by one year to expire on October 15, 2016, to provide on-call material testing, special inspection, and geotechnical services for Capital Improvement projects; and

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

BE IT FURTHER RESOLVED that the Board finds 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 17th day of September, 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

RESOLUTION NO. 2015-0095

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A FIRST AMENDMENT TO THE AGREEMENT WITH NINYO & MOORE GEOTECHNICAL & ENVIRONMENTAL SCIENCES CONSULTANTS, TO EXERCISE THE OPTION TO EXTEND THE TERM OF THE AGREEMENT BY ONE YEAR TO EXPIRE ON OCTOBER 15, 2016, TO PROVIDE ON-CALL MATERIAL TESTING, SPECIAL INSPECTION, AND GEOTECHNICAL SERVICES FOR CAPITAL IMPROVEMENT PROJECTS

WHEREAS, the San Diego County Regional Airport Authority ("Authority") currently has an agreement with Ninyo & Moore Geotechnical & Environmental Sciences Consultants, to provide on-call material testing, special inspection, and geotechnical services; and

WHEREAS, the existing agreement commenced in November 2012 and will expire on October 15, 2015; and

WHEREAS, Authority staff proposes to exercise the option to extend the term of the agreement by one year to continue providing special inspection, material testing, and providing analysis and summaries of testing and inspection results, without interruption to current, on-going Capital Improvement projects; and

WHEREAS, because the existing agreement has a maximum on-call capacity of \$5,000,000, and at least 25% of that capacity remains unexpended, no additional funds are requested for the extended term of the agreement; and

WHEREAS, the agreement's compensation terms and conditions will remain the same; and

WHEREAS, this request is to exercise the option to extend the term of the existing agreement by one year to continue to provide on-call material testing, special inspection, and geotechnical services to support Capital Improvement projects.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a First Amendment to the agreement with Ninyo & Moore Geotechnical & Environmental Sciences Consultants, to exercise the option to extend the term of the agreement by one year to expire on October 15, 2016, to provide on-call material testing, special inspection, and geotechnical services for Capital Improvement projects; and

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

BE IT FURTHER RESOLVED that the Board finds 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 17th day of September, 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.
20**

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Award a Contract to Sign Age Identity Systems, Inc., for Terminal Parking Wayfinding Signage at San Diego International Airport

Recommendation:

Adopt Resolution No. 2015-0096, awarding a contract to Sign Age Identity Systems, Inc., in an amount of \$287,986 for Project No. 104168B, Terminal Parking Wayfinding Signage 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").

In an effort to improve the customer experience at San Diego International Airport, this project will guide and direct customers more efficiently to the terminals and parking lots (Attachment A). This project will provide for the upgrading of terminal wayfinding parking lot signage to match the Green Build signage standards. This project will consist of furnishing and installing 43 parking identification signs, 3 vehicle wayfinding roadway signs, and 5 painted roadway markers.

This contract was advertised on July 27, 2015, and one sealed bid was opened on August 27, 2015. The following bid was received: (Attachment B)

Company	Total Bid
Sign Age Identity Systems, Inc.	\$287,986

The Engineer's estimate is \$220,000

The low bid of \$287,986, is responsive, and Sign Age Identity Systems, Inc., is considered responsible. Staff recommends award to Sign Age Identity Systems, Inc., in the amount of \$287,986.

Fiscal Impact:

Adequate funds for Terminal Parking Wayfinding Signage are included within the Board approved FY2016-FY2020 Capital Program Budget in Project No. 104168B. Sources of funding for this project will be Airport Funds.

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, Sign Age Identity Systems, Inc. did meet the SBE goal of 39% with 100% certified small business participation for a 3% certified small business preference and did not meet the SDVOSB goal of 3% for a 0% 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



PROJECT LOCATION
CIP 104168B Terminal Parking Wayfinding Signage

ATTACHMENT 'A'



ATTACHMENT B
Bid Tabulation Form

BID TABULATION
CIP 104168B - TERMINAL PARKING WAYFINDING SIGNAGE

BIDS OPENED: August 27, 2015 @ 11:00 AM
ENGINEERS ESTIMATE: \$220,000.00

CONTRACTOR: ADDRESS:		Low Bidder Sign Age Identity Systems, Inc. 9962 Prospect Avenue, Suite J Santee, CA 92071			
GUARANTEE OF GOOD FAITH:		Platte River Insurance Company			
BID SCHEDULE A		1			
Bid Item	Item Description	Unit of Measure	Quantity	Unit Cost	Total In Figures
1	Terminal Parking Wayfinding Signage	Lump Sum	LS	LS	\$ 237,986.00
2	Section 1D-46, Overhead	Day	77	\$0.00	\$ -
3	Allowance for Reimbursement of Permit Fees	Allowance	Allowance	Allowance	\$ 10,000.00
4	Allowance for Relocation of Utilities and Mitigation of Unknown Conditions	Allowance	Allowance	Allowance	\$ 40,000.00
TOTAL BID SCHEDULE A =					\$287,986.00
Addendum No. 1 & 2		Acknowledged by Bidder: Yes			
Notes:					
Policy 5.14 Points and Bid Adjustment Amount Table					
Points	Bid Adjustment Amount Based on Low Bid	Points	Adjustment Amount (Enter Amount from Table Based on Number of Points)	Adjusted Bid Amount	
5 or 5%	\$14,399.30				
4 or 4%	\$11,519.44				
3 or 3%	\$8,639.58	3	\$8,639.58		
2 or 2%	\$5,759.72				
1 or 1%	\$2,879.86				
					\$279,346.42

RESOLUTION NO. 2015-0096

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY, AWARDING A CONTRACT TO SIGN
AGE IDENTITY SYSTEMS, INC., IN AN AMOUNT
OF \$287,986 FOR PROJECT NO. 104168B,
TERMINAL PARKING WAYFINDING SIGNAGE 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, in an effort to improve the customer experience at San Diego International Airport, this project will guide and direct customers more efficiently to the terminals and parking lots; and

WHEREAS, this project will provide for the upgrading of terminal parking lot wayfinding signage to match the Green Build signage standards; and

WHEREAS, this project will consist of furnishing and developing 43 parking identification signs, 3 vehicle wayfinding roadway signs, and 5 painted roadway markers that will direct customers more efficiently to the terminals and parking lots; and

WHEREAS, this contract was advertised on July 27, 2015; and

WHEREAS, on August 27, 2015, the Authority opened one sealed bid received in response to the Bid Solicitation Package; and

WHEREAS, the low bidder, Sign Age Identity Systems, Inc., submitted a bid in the amount of \$287,986; and

WHEREAS, Authority staff has duly considered Sign Age Identity Systems, Inc.'s bid, and has determined Sign Age Identity Systems, Inc., is responsible, and that its bid is responsive in all respects; and

WHEREAS, the Board believes that it is in the best interest of the Authority and the public that it serves, for the Board to award Sign Age Identity Systems, Inc., the contract for Project No. 104168B, Terminal Parking Wayfinding Signage, 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 Sign Age Identity Systems, Inc., in an amount of \$287,986 for Project No. 104168B, Terminal Parking Wayfinding Signage 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 Sign Age Identity Systems, Inc.; 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 in order to effectuate fully the foregoing resolutions; 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 17th day of September, 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



Revised 9/15/15

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

**Item No.
21**

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Award a Contract to BC Rentals, dba BC Traffic Specialist for Rental Car Center (RCC) Wayfinding Signage – Caltrans at San Diego International Airport

Recommendation:

Adopt Resolution No. 2015-0097, awarding a contract to BC Rentals, dba BC Traffic Specialist, in the amount of \$137,855.59 for Project No. 104168C-2, Rental Car Center (RCC) Wayfinding Signage – Caltrans 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 provide wayfinding signage for customers to access the Rental Car Center (RCC) Facility more efficiently and will consist of replacing 12 overhead signs in kind using retro-reflective, laminated panels. The retro-reflective panels will eliminate the need for lights on the sign structures helping to eliminate light pollution and reduce energy consumption. The signs are located on north and south bound Interstate 5 and south bound State Route 163 (Attachment A).

This contract was advertised on June 3, 2015, and sealed bids were opened on August 28, 2015. The following bids were received: (Attachment B)

Company	Total Bid
Statewide Traffic Safety and Signs	\$136,696.00
BC Rentals, dba BC Traffic Specialist)	\$137,855.59
Peterson Chase General Eng. Construction	\$232,000.00
Hazard Construction Co.	\$243,300.00
Coral Construction Co.	\$275,000.00

The Engineer's estimate is \$160,000

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.

Statewide Traffic Safety and Signs ("Statewide"), the apparent low bidder submitted a bid in the amount of \$136,696. However, BC Rentals, dba BC Traffic Specialist ("BC Traffic Specialist, the second lowest bidder, with a bid of \$137,855.59, received 3 points for achieving the small business owned goal. Therefore, under Policy 5.14, BC Traffic Specialist's bid amount was reduced by \$4,100.88 to be \$133,754.71 and was the lowest bidder per the bid specifications.

The low bid of \$137,855.59, is responsive, and BC Rentals, dba BC Traffic Specialist, is considered responsible. Authority Staff recommends award to BC Rentals, dba, BC Traffic Specialist, in the amount of \$137,855.59.

Fiscal Impact:

Adequate funds for Rental Car Center (RCC) Wayfinding – Caltrans are included within the Board approved FY2016-FY2020 Capital Program Budget in Project No. 104168C-2. Source of funding for this project will be Customer 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 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.

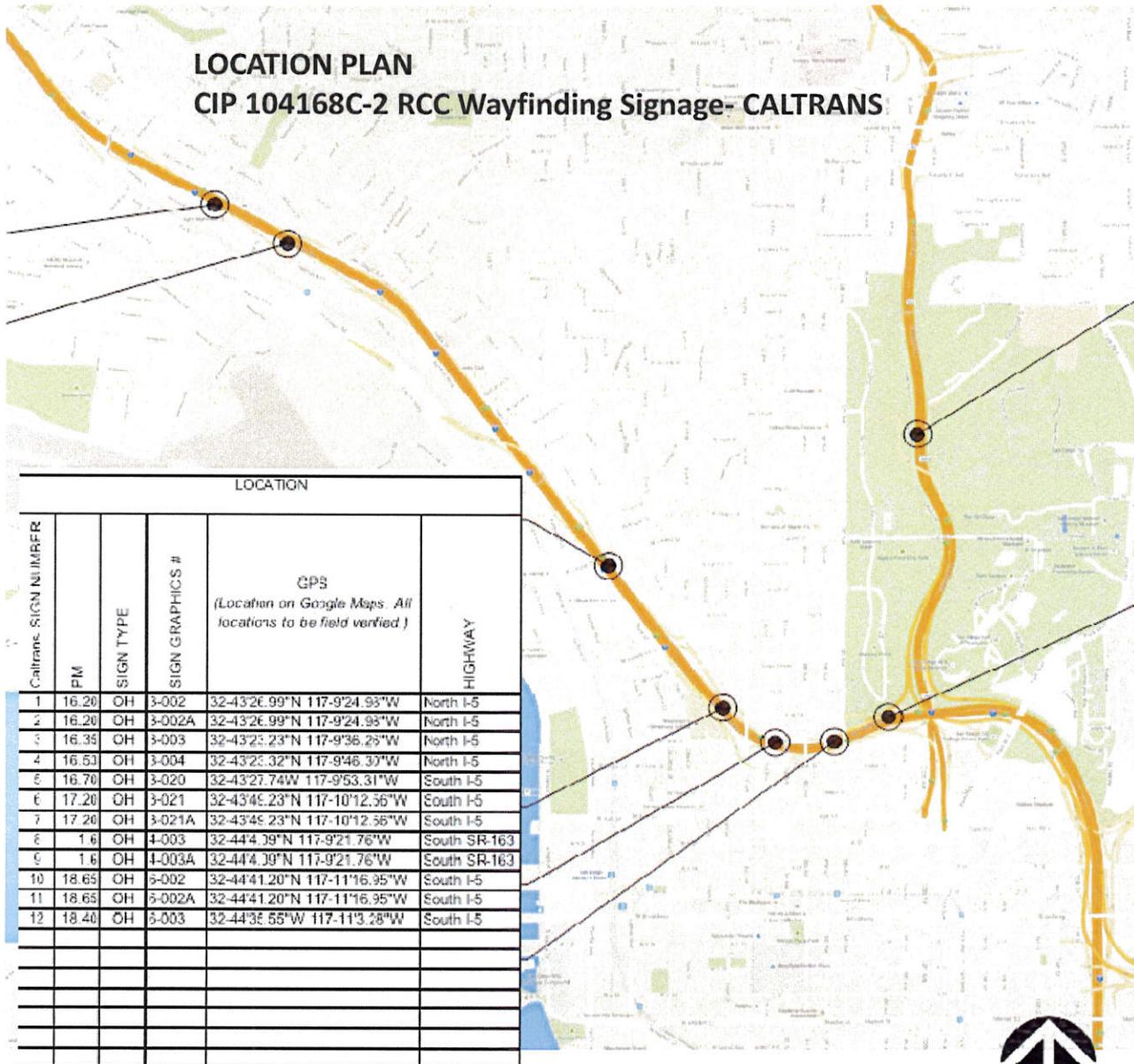
In accordance with Policy 5.14, BC Rentals, dba BC Traffic Specialist met the SBE goal of 40% with 100% certified small business participation for a 3% certified small business preference and did not meet the SDVOSB goal of 3% for a 0% SDVOSB participation preference. At the time of the solicitation 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

LOCATION PLAN

CIP 104168C-2 RCC Wayfinding Signage- CALTRANS



LOCATION					
Caltrans SIGN NUMBER	PM	SIGN TYPE	SIGN GRAPHICS #	GPS (Location on Google Maps. All locations to be field verified.)	HIGHWAY
1	16.20	OH	3-002	32-43°26.99'N 117-9°24.93'W	North I-5
2	16.20	OH	3-002A	32-43°26.99'N 117-9°24.93'W	North I-5
3	16.35	OH	3-003	32-43°25.23'N 117-9°36.26'W	North I-5
4	16.53	OH	3-004	32-43°25.32'N 117-9°46.30'W	North I-5
5	16.70	OH	3-020	32-43°21.74'W 117-9°53.31'W	South I-5
6	17.20	OH	3-021	32-43°45.23'N 117-10°12.56'W	South I-5
7	17.20	OH	3-021A	32-43°45.23'N 117-10°12.56'W	South I-5
8	1.6	OH	4-003	32-44°4.09'N 117-9°21.76'W	South SR-163
9	1.6	OH	4-003A	32-44°4.09'N 117-9°21.76'W	South SR-163
10	18.65	OH	5-002	32-44°41.20'N 117-11°16.95'W	South I-5
11	18.65	OH	5-002A	32-44°41.20'N 117-11°16.95'W	South I-5
12	18.40	OH	5-003	32-44°36.55'W 117-11°3.28'W	South I-5

ATTACHEMENT 'A'



Revised 9/15/15

RESOLUTION NO. 2015-0097

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AWARING A CONTRACT TO BC RENTALS, DBA BC TRAFFIC SPECIALIST, IN AN AMOUNT OF \$137,855.59 FOR PROJECT NO. 104168C-2, RENTAL CAR CENTER (RCC) WAYFINDING SIGNAGE - CALTRANS 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 provide wayfinding signage for customers accessing the Rental Car Center (RCC) Facility and will consist of replacing 12 overhead signs in kind using retro-reflective, laminated panels; and

WHEREAS, retro-reflective panels will eliminate the need for lights on the sign structures helping to eliminate light pollution and reduce energy consumption; and

WHEREAS, the signs will be located on north and south bound Interstate 5 and south bound State Route 163; and

WHEREAS, this contract was advertised on May 27, 2015; and

WHEREAS, on August 28, 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, Statewide Traffic Safety and Signs, submitted a bid in the amount of \$136,696 without meeting any of the Policy 5.14 goals and therefore no adjustment was made to Statewide Traffic Safety and Signs' bid of \$136,696; and

WHEREAS, BC Rentals, dba BC Traffic Specialist, the second low bidder, met the 40% small business participation goal; and

WHEREAS, after application of the Policy 5.14, Authority Staff ("Staff") determined, BC Rentals, dba BC Traffic Specialist's bid of \$137,855.59, reduced by \$4,100.88 to \$133,754.71, was the lowest bidder per the bid specifications; and

WHEREAS, BC Rentals, dba BC Traffic Specialist, submitted a bid of \$137,855.59, and Staff has duly considered BC Rentals, dba BC Traffic Specialist's bid and has determined BC Rentals, dba BC Traffic Specialist 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 BC Rentals, dba BC Traffic Specialist, the contract for Project No. 104168C-2, Rental Car Center (RCC) Wayfinding - Caltrans, 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 BC Rentals, dba BC Traffic Specialist, in the amount of \$137,855.59 for Project No. 104168C-2, Rental Car Center (RCC) Wayfinding Signage - Caltrans 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 BC Rentals, dba BC Traffic Specialist; 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 in order to effectuate fully the foregoing resolutions; 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 17th day of September, 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.
22**

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Authorize the President/CEO to Execute a Letter of Agreement with Apple, Inc.

Recommendation:

Adopt Resolution No. 2015-0098, approving and authorizing the President/CEO to execute a Letter of Agreement with Apple, Inc., permitting use of the Airport's public map information.

Background/Justification:

Mobile device and application companies are increasingly looking to add indoor location aware information into their existing location aware software. These companies are approaching public venues, including stadiums, convention centers, airports, and others, to request accurate public-space floor plans so that they can include this data in their product offerings. In order for these companies to utilize the data collected going forward, they request approval to perform surveys through the use of a proprietary monitoring/survey application. While many of these companies are coming forward, Apple is the first to officially ask for a letter of agreement.

Apple requested a Letter of Agreement for the use of the Airport's public map information for the San Diego International Airport, free-of-charge. Apple will include this information in Apple products. The Airport Dataset requested includes map files, architectural drawings, point of interest data, address points, and event information, etc.). These files will be only of the public spaces, and no security, or back office information will be provided.

Staff is requesting approval to allow Apple (including Apple's related companies) to use the Airport Dataset on a worldwide and non-exclusive basis. Apple will display, use, modify, reproduce, publish, distribute, and make derivative works of the Airport Dataset for use by Apple in or in conjunction with current and future Apple products and/or services. Additionally, surveys of the Airport's radio frequency signals and publically accessible areas may be required for Apple's use of the Airport Data, and authorizes Apple (either directly or indirectly) to perform such surveys through the use of an Apple proprietary monitoring/survey application and readings from such survey application.

In addition, Staff requests approval to grant Apple a limited license to use only those trademarks or logos of the Airport specifically for use with the Airport Dataset. This limited license permits Apple to use the Trademarks solely in connection with the Airport Dataset in Apple products.

Fiscal Impact:

The proposed Letter of Agreement with Apple does not provide incremental revenue or expense to the Authority.

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:

RICK BELLIOTTI
DIRECTOR, INFORMATION & TECHNOLOGY SERVICES DEPARTMENT

RESOLUTION NO. 2015-0098

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY APPROVING AND AUTHORIZING THE
PRESIDENT/CEO TO EXECUTE A LETTER OF
AGREEMENT WITH APPLE, INC., PERMITTING
USE OF THE AIRPORT'S PUBLIC MAP
INFORMATION

WHEREAS, the Authority has received a request from Apple, Inc. for approval to perform surveys through the use of a proprietary monitoring/survey application for the Airport's public map information (Dataset); and

WHEREAS, Apple Inc.'s request is free-of-charge, in return will include this information in Apple products; and

WHEREAS, Apple Inc.'s request for Airport Dataset to include map files, architectural drawings, point of interest data, address points, and event information, etc.; and

WHEREAS, Apple Inc.'s request to use these files will be only of public spaces, and no security, or back office information will be provided; and

WHEREAS, staff has determined Apple, Inc. to be qualified to use the Airport Dataset on a worldwide and non-exclusive basis.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a Letter of Agreement with Apple, Inc., permitting use of the Airport's public map information; and

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

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

BE IT FURTHER RESOLVED 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 17th day of September, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL



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

**Item No.
23**

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Approve and Authorize the President/CEO to Execute a Second Amendment to the Agreement with Gatzke Dillon & Ballance LLP

Recommendation:

Adopt Resolution No. 2015-0099, approving and authorizing the President/CEO to execute a Second Amendment to the Agreement with Gatzke Dillon & Ballance LLP for Professional Legal Services increasing the not-to-exceed amount by \$300,000 for a total not-to-exceed amount of \$600,000 and extending the term for one year.

Background/Justification:

On October 7, 2010, the Board authorized the award of an agreement with Gatzke Dillon & Balance LLP ("Law Firm") to provide professional legal services regarding Airport Land Use Compatibility Plans ("ALUCPs") and noise issues [Resolution No. 2010-0107]. The Agreement has a term of three years with two one-year options to renew at the discretion of the President/CEO and a maximum compensation amount of three hundred thousand dollars (\$300,000). The First Amendment to the Agreement, executed by the President/CEO on February 4, 2011, corrected the start date of the term to reflect the Board's action awarding an agreement to Law Firm. The President/CEO exercised the first and second options to extend the term.

The Second Amendment is needed to add additional funds to allow Law Firm to continue to represent the Authority in the litigation entitled Dryden Oaks, LLC and Durkin-CAC Lot 24 v. San Diego County Regional Airport Authority, et al. [San Diego Superior Court Case No. 37-2014-00004077-CU-EI-NC] ("Dryden Oaks Litigation") and other legal matters pertaining to ALUCPs and noise. Due to the Law Firm's knowledge of and involvement in the Dryden Oaks Litigation, the General Counsel believes it is in the best interest of the Authority to continue to retain Law Firm to handle matters associated with the Dryden Oaks Litigation and other legal matters pertaining to ALUCPs and noise.

Fiscal Impact:

Adequate funding for this agreement is included in the adopted FY 2016 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.

Due to the specialized nature of the above-described legal services, no preference was applied.

Prepared by:

BRETON K. LOBNER
GENERAL COUNSEL

RESOLUTION NO. 2015-0099

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE AGREEMENT WITH GATZKE DILLON & BALLANCE LLP FOR PROFESSIONAL LEGAL SERVICES INCREASING THE NOT-TO-EXCEED AMOUNT BY \$300,000 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$600,00 AND EXTENDING THE TERM FOR ONE YEAR

WHEREAS, on October 7, 2010, the Board approved the award of an agreement with Gatzke Dillon & Balance LLP ("Law Firm") to provide professional legal services regarding Airport Land Use Compatibility Plans ("ALUCPs") and noise issues [Resolution No. 2010-0107]; and

WHEREAS, the Agreement has a term of three years with two one-year options to renew at the discretion of the President/CEO and a maximum compensation amount of three hundred thousand dollars (\$300,000); and

WHEREAS, the First Amendment to the Agreement was executed by the President/CEO on February 4, 2011; and

WHEREAS, the President/CEO exercised the first and second options to extend the term; and

WHEREAS, the Second Amendment is needed to add additional funds to allow Law Firm to continue to represent the Authority in the litigation entitled Dryden Oaks, LLC and Durkin-CAC Lot 24 v. San Diego County Regional Airport Authority, et al. [San Diego Superior Court Case No. 37-2014-00004077-CU-EI-NC] ("Dryden Oaks Litigation") and other legal matters pertaining to ALUCPs and noise; and

WHEREAS, due to the Law Firm's knowledge of and involvement in the Dryden Oaks Litigation, the General Counsel believes it is in the best interest of the Authority to continue to retain Law Firm to handle matters associated with the Dryden Oaks Litigation and other legal matters pertaining to ALUCPs and noise.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a Second Amendment to the agreement with Gatzke Dillon & Ballance LLP for professional legal services increasing the not-to-exceed amount by three hundred thousand (\$300,000) for a total not-to-exceed amount of six hundred thousand (\$600,000) and extending the term by one year.

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

PASSED, ADOPTED AND APPROVED by the Board of the San Diego County Regional Airport Authority at a Board meeting this 17th day of September, 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.
24**

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Approve and Authorize the President/CEO to Execute an On-Call Architectural and Engineering Consulting Services Agreement

Recommendation:

Adopt Resolution No. 2015-0100, approving and authorizing the President/CEO to execute an On-Call Architectural and Engineering Consulting Services Agreement with AB Engineering Inc., in an amount not-to-exceed \$5,000,000, for a term of three years, with the option for two one-year extensions at the sole discretion of the President/CEO in support of the Major Maintenance Program, at San Diego International Airport.

Background/Justification:

On May 1, 2015, the San Diego County Regional Airport Authority ("Authority") published a Request for Qualification ("RFQ") to obtain Statements of Qualifications ("SOQs") from qualified firms to provide On-Call Architectural and Engineering Consulting Services for the San Diego International Airport. This agreement will support the Facilities Management Department's on-going Major Maintenance Program, on an as-needed basis. Projects include but are not limited to: Emergency Power Upgrade in Public Restrooms in Terminal 1 and Terminal 2; and, the Fire Alarm System Upgrades in Terminal 1 and Terminal 2. The Facilities Management Department uses these services for a large quantity of task orders for basic Architectural and Engineering support including the development of plans and specifications for specific equipment upgrades, sketch drawings and renderings, assessment of systems and field conditions, staff augmentation for construction management and inspection services.

On June 1, 2015, the Authority's Procurement Department received nine SOQs from prospective consulting firms. A Selection Panel ("Panel") was established and comprised three representatives from the Authority's Facilities Management Department and one representative from the Authority's Facilities Development Department. The Panel conducted a thorough review of the SOQs and determined that five firms were uniquely qualified to perform the requested on-call services.

The SOQ scoring criteria used to shortlist qualified firms was based on the Project Manager's qualifications, qualifications and prior experience of primary staff, firm's organizational experience and structure, firm's proposed work plan and approach/methodology, and eligibility for small business participation under Authority Policy 5.12, Preference to Small Business.

Page 2 of 3

On July 14, 2015, the Panel interviewed the five short-listed firms. Each firm provided a presentation of its qualifications and responded to prepared questions. After the interview, the Panel evaluated the firms using the same weighted criteria of five factors used to determine the shortlist.

The final combined scoring matrix from the Panel is as follows:

Evaluation Criteria	AB Engineering Inc.	Corgan	Development One, Inc.	AC Martin	RJC Architects	Total Combined Points Possible
Project Manager	660	500	620	480	660	800
Qualifications and Prior Experience of Primary Staff	775	700	750	650	750	1000
Prior Organizational Experience and Structure	1320	920	1080	920	1120	1600
Proposed Work Plan and Approach/Methodology	495	360	435	330	435	600
Small Business Preference	200	0	200	0	200	200
Total	3450	2480	3085	2380	3165	4200

The final ranking matrix from the Panel is as follows:

Firms	Panelist #1	Panelist #2	Panelist #3	Panelist #4	Total	Final Rank
AB Engineering Inc.	1	1	1	2	5	1
RJC Architects	3	3	2	1	9	2
Development One, Inc.	2	2	3	3	10	3
Corgan	4	4	5	4	17	4
AC Martin	5	5	4	5	19	5

Staff recommends that the Board approve and authorize the President/CEO to execute On-Call Architectural and Engineering Consulting Services Agreement with the top ranked firm, AB Engineering Inc., for a term of three years, with the option for two one-year extensions to be exercised at the discretion of the President/CEO, for a total not-to-exceed amount of \$5,000,000.

Fiscal Impact:

Adequate funding for on-call architectural and engineering consulting services agreement is included in the adopted FY 2016 and conceptually approved FY 2017 Operating Expense Budgets within the Facilities Management Major Maintenance line item and the Authority's FY 2016 – 2020 Capital Program budget. Expenses that will impact budget years not yet adopted or approved by the Board and will be included in future year budget requests.

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. At the time of this bid, September 2013, when bid price was the primary selection criteria, the maximum amount of the preference could not 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, AB Engineering Inc. received 5% small business preference.

Prepared by:

DAVID LAGUARDIA
DIRECTOR, FACILITIES MANAGEMENT

RESOLUTION NO. 2015-0100

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN ON-CALL ARCHITECTURAL AND ENGINEERING CONSULTING SERVICES AGREEMENT WITH AB ENGINEERING INC., IN AN AMOUNT NOT-TO-EXCEED \$5,000,000, FOR A TERM OF THREE YEARS, WITH THE OPTION FOR TWO ONE-YEAR EXTENSIONS AT THE SOLE DISCRETION OF THE PRESIDENT/CEO IN SUPPORT OF THE MAJOR MAINTENANCE PROGRAM, AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, on May 1, 2015, the San Diego County Regional Airport Authority ("Authority") published a Request for Qualification ("RFQ") to obtain Statements of Qualifications ("SOQs") from qualified firms to provide On-Call Architectural and Engineering Consulting Services for the San Diego International Airport; and

WHEREAS, the On-Call Architectural and Engineering Consulting Services Agreement will support the Facilities Management on-going Major Maintenance Program, on an as-needed basis; and

WHEREAS, on June 1, 2015, the Authority's Procurement Department received nine SOQs from prospective consulting firms; and

WHEREAS, a Selection Panel ("Panel") was established and comprised of three representatives from the Authority's Facilities Management Department and one representative from the Authority's Facilities Development Department; and

WHEREAS, the Panel conducted a thorough review of the SOQs and determined that five firms were uniquely qualified to perform the requested on-call services; and

WHEREAS, the SOQ scoring criteria used to shortlist qualified firms was based on the Project Manager's qualifications, qualifications and prior experience of primary staff, firm's organizational experience and structure, firm's proposed work plan and approach/methodology, and eligibility for small business participation under Authority Policy 5.12, Preference to Small Business; and

WHEREAS, on July 14, 2015, the Panel interviewed the five short-listed firms and each firm provided a presentation of its qualifications and responded to prepared questions; and

WHEREAS, after the interview, the Panel evaluated the firms using the same weighted criteria of five factors used to determine the short list; and

WHEREAS, upon conclusion of the evaluation and interview process, the Panel ranked AB Engineering Inc., first; RJC Architects, second; Development One, Inc., third; Corgan, fourth; and AC Martin, fifth.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute an On-Call Architectural and Engineering Consulting Services Agreement with AB Engineering Inc., in an amount not-to-exceed \$5,000,000, for a term of three years, with the option for two one-year extensions at the sole discretion of the President/CEO in support of the Major Maintenance Program, at San Diego International Airport; and

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized 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 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 17th day of September, 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.
25**

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

**Approve and Authorize the President/CEO to Execute an On-Call
Airside/Landside Engineering Consultant Services Agreement**

Recommendation:

Adopt Resolution No. 2015-0101, approving and authorizing the President/CEO to execute an On-Call Airside/Landside Engineering Consultant Services Agreement with Atkins North America, Inc., for a term of three years, with the option for two one-year extensions, in an amount not-to-exceed \$5,000,000, in support of the Capital Improvement Program at San Diego International Airport.

Background/Justification:

The San Diego County Regional Airport Authority ("Authority") improves facilities and infrastructure at San Diego International Airport ("SDIA") through its on-going Capital Improvement Program (CIP).

Authority Staff utilizes a variety of consultant services. These services are for Program Management and Construction Management (PM/CM) and On-Call Airside/Landside and Terminal Engineering and Architectural (A/E) design services, in support of the Board approved CIP using a competitively-selected procurement process.

The Facilities Development Department (FDD) utilizes engineering consultants to provide design service for the implementation of the CIP projects. The engineering consultants focus is on preparation of design plans, construction specification documents, and responding to the questions from the contractor during construction. However, the design consultants do not provide PM/CM services.

In addition to the large Capital Improvement Program which is managed by FDD, smaller, more task specific projects are managed by Facilities Management Department under the On-Call Architectural and Engineering Consulting Services agreements on an as needed basis. The activities typically include items of work such as task orders for basic Architectural and Engineering support including the development of plans and specifications for specific equipment upgrades, sketch drawings and renderings, assessment of systems and field conditions, and staff augmentation for construction management and inspection services.

On March 19, 2015 AECOM was selected by the Board to provide PM/CM services. The Authority’s approach with PM/CM services is to manage projects with a blended organization that integrates Authority staff with PM/CM personnel resulting in a single high performing team, while at the same time maintaining a contracting-consultant relationship. This approach provides a single point of accountability for project implementation, from initiation, including review of design and specifications with the engineering design team, to construction administration, through project closeout.

In short, the PM/CM team’s focus is on the program management and oversight of projects as oppose to creating the project designs.

On April 24, 2015, a Request for Qualifications (“RFQ”) was issued to obtain Statement of Qualifications (“SOQ”) from qualified firms to provide On-Call Airside/Landside Engineering Consultant Services for the Capital Improvement Program.

A Selection Panel (“Panel”) was established which included key representatives from the Authority’s Departments of Facilities Development, Financial Management, Terminals and Tenants, and Airport Operations.

On May 28, 2015, the Authority received six SOQs from prospective consultant firms. The Panel conducted a thorough review of the SOQs and determined that two firms were uniquely qualified to perform the requested on-call services. The SOQ Scoring Criteria used to short-list qualified firms was based on the Consultant’s proposed work plan and approach methodology, Project Manager’s qualifications, project team qualifications, and Consultant’s sustainable practices, and small business inclusionary approach and outreach.

On August 7, 2015, the Panel interviewed and ranked the two short-listed firms as follows:

1. Atkins North America, Inc.
2. CH2M HILL, Inc.

The Evaluation Criteria used by the Panel to rank the above firms matched the Evaluation Criteria used during the SOQ short-listing process.

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Total	Rank
Atkins North America	1	1	1	1	1	5	1
CH2M HILL	2	2	2	2	2	10	2

Combined Scores	SB Inclusionary	Project Manager	Project Team and Prior Experience	Organizational Structure	Proposed Work Plan	Total
Atkins North America	0	880	1230	800	840	3750
CH2M HILL	0	740	1170	740	740	3390

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The top firm selected by the Panel was Atkins North America, Inc. A brief background of the firms is provided:

Atkins North America, Inc.

Atkins North America, Inc. has a staff of 2,341 in 70 offices nationwide. Atkins has a local office with 350 San Diego County based staff that has been involved with the planning, design and construction management of public projects with nearly every public agency and district in San Diego County, including the Authority.

Atkins currently serves as a general consultant to 36 airports across the country. During the last five years, Atkins has managed more than \$1 billion of aviation construction projects including projects at LAX, Hartsfield Jackson Atlanta International Airport, and McCarron International Airport.

Atkins emphasizes the quality of their engineering design deliverables. For example, some of their recent airport project designs were so complete that they received minimal requests for information (RFIs) from the construction contractors. Additionally, Atkins corporate culture emphasizes sustainability in all their project designs.

CH2M Hill, Inc.

Operating from an integrated network of over 400 offices, with more than 25,000 professional and support personnel, CH2M Hill (CH2M) is consistently ranked as one of the top aviation design firms in the world by Engineering News – Record. CH2M has 37 offices in California including an office in San Diego with 70 staff members.

CH2M is currently providing on-call engineering services to several airport engineering organizations including the City and County of Denver, Arapahoe County, City of Brownsville, Port of Seattle, and the Palm Beach Department of Airports. Also, CH2M recently had an on-call engineering services contract with the Authority and worked on the Construct Airport Electrical Distribution System (12kV) Project and the SDIA Taxiway B Object Free Area Project, and other miscellaneous projects.

Future Steps:

Authority Staff recommends that the Authority enter into an On-Call Airside/Landside Engineering Consulting Services Agreement with the top ranked firm, Atkins North America, Inc. In order to enter into an On-Call Airside/Landside Engineering Consultant Services Agreement with the top rated firm, Staff will negotiate the scope of work and billing rates. If Staff cannot reach an agreement with the top rated firm, Staff will then enter into negotiations with the next ranked firm. Under the proposed resolution, the President/CEO would then have the authority to award an agreement to the next ranked firm and establish an agreement with that firm.

Fiscal Impact:

Funds for the On-Call Airside/Landside Engineering Consultant Services Contract are included within the approved FY2016-FY2020 Capital Program Budget and the adopted FY2016 Operating Budget, on an as-needed basis. Capital sources of funding will include Passenger Facility Charges, Airport Revenue Bonds, Airport Improvement Program Grants, and Airport Cash, depending on the individual project.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

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

Application of Inclusionary Policies:

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

No preferences were applied to the award of the On-Call Airside/Landslide Engineering Consultant Services Agreement with Atkins North America, Inc., however Atkins North America, Inc. has committed to working with the Airport Authority to maximize participation by small, local, historically underutilized and service disabled veteran owned small businesses on this contract.

Prepared by:

IRAJ GHAEMI
DIRECTOR, FACILITIES DEVELOPMENT

RESOLUTION NO. 2015-0101

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN ON-CALL AIRSIDE/LANDSIDE ENGINEERING CONSULTANT SERVICES AGREEMENT WITH ATKINS NORTH AMERICA, INC., FOR A TERM OF THREE YEARS, WITH THE OPTION FOR TWO ONE-YEAR EXTENSIONS, IN AN AMOUNT NOT-TO-EXCEED \$5,000,000, IN SUPPORT OF THE CAPITAL IMPROVEMENT PROGRAM AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, the San Diego County Regional Airport Authority ("Authority") improves facilities and infrastructure at San Diego International Airport ("SDIA") through its on-going Capital Improvement Program; and

WHEREAS, the Authority Staff utilizes Program Management and Construction Management (PM/CM) and On-Call Airside/Landside and Terminal Engineering and Architectural (A/E) design services, in support of the Board approved CIP using a competitively-selected procurement process; and

WHEREAS, the Facilities Development Department (FDD) utilizes engineering consultants to provide design service for the implementation of the CIP projects; and

WHEREAS, the large Capital Improvement Program which is managed by FDD, and the smaller, more task specific projects, are managed by Facilities Management Department under the On-Call Architectural and Engineering Consulting Services agreements on an as needed basis; and

WHEREAS, on April 24, 2015, a Request for Qualifications ("RFQ") was issued to obtain Statement of Qualifications ("SOQ") from qualified firms to provide On-Call Airside/Landside Engineering Consultant Services for the Capital Improvement Program; and

WHEREAS, a Selection Panel ("Panel") was established which included key representatives from the Authority's Departments of Facilities Development, Financial Management, Terminals and Tenants, and Airport Operations; and

WHEREAS, on May 28, 2015, the Authority received six SOQs from prospective consultant firms; and

WHEREAS, the Panel conducted a thorough review of the SOQs and determined that two firms were uniquely qualified to perform the requested on-call services; and

WHEREAS, the SOQ Scoring Criteria used to short-list qualified firms was based on the Consultant's proposed work plan and approach methodology, Project Manager's qualifications, project team qualifications, and Consultant's sustainable practices, and small business participation; and

WHEREAS, on August 7, 2015, the Panel interviewed and ranked the two short-listed firms; and

WHEREAS, the interviews included Evaluation Criteria used by the Evaluation Panel and upon conclusion of the interviews, the Panel ranked the firms as follows:

1. Atkins North America, Inc.
2. CH2M HILL, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute an On-Call Airside/Landside Engineering Consultant Services Agreement with Atkins North America, Inc., for a term of three years, with the option for two one-year extensions, in an amount not-to-exceed \$5,000,000, in support of the Capital Improvement Program; and

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

BE IT FURTHER RESOLVED that the Board finds 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 17th day of September, 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

Revised 9/11/15



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
26

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Approve and Authorize the President/CEO to Execute an Agreement for Contract Security Services

Recommendation:

Adopt Resolution No. 2015-0102, approving and authorizing the President/CEO to execute an agreement with HSS, Inc., for contract security services in an amount not to exceed nineteen million (\$19,000,000) for a term of three (3) years, with the option of two (2) one-year extensions at the sole discretion of the President/CEO.

Background/Justification:

Request for Proposal Background and Process

On April 24, 2015, the Authority issued a Request for Proposal (RFP) for Security Officer Services. Notice of the RFP was advertised in the *San Diego Daily Transcript* and on the Authority's website. Forty-three (43) firms downloaded the RFP.

The services requested in the RFP include: perimeter security and access control functions, alarm monitoring in the Airport's Security Operations Center (SOC), securing access portals in the terminal Sterile Areas, and providing personnel and vehicle inspections as directed by the Transportation Security Administration (TSA). More specifically, these functions include: monitoring over four-hundred (400) access control alarm points, managing and monitoring advanced surveillance equipment consisting of over 1,000 closed circuit television cameras, coordinating dispatch of San Diego Harbor Police officers, physical protection of three (3) tenant-accessible perimeter gates, two vehicle and personnel checkpoints, physical protection of access points within the terminal Sterile Areas, physical patrol of all terminal spaces, and providing notifications to Authority personnel regarding other emergency conditions (e.g., fire alarms). Additional duties are assigned as TSA threat conditions and directives may mandate. These duties include physical inspection of vehicles, persons, and their accessible property when accessing terminals and sensitive areas of the Airport.

The RFP Evaluation Panel consisted of staff from the Authority's Aviation Security & Public Safety, Airside Operations and Airport Design & Construction departments, and the San Diego Harbor Police. These Panel Members were all "resident industry experts" on airport and airline security, airport operations, public safety, law enforcement, airport facilities and airport tenant and customer service. Each Panel Member signed an "Acknowledgement of the Authority Conflict of Interest Statement" which states in part "that anyone directly involved with the selection or letting of Authority contracts shall avoid any activity or situation which involves, or creates the appearance of an impropriety or a conflict of interest." The Authority Vice President of Operations also participated on the Evaluation Panel as a non-voting observer. The RFP Evaluation Criteria were developed prior to the release of the solicitation and the evaluation criteria point allocation system was determined and agreed to by the Panel prior to the solicitation due date.

Proposal Evaluation

On June 4, 2015, the Authority received twelve (12) proposals. A preliminary review of the basic responsiveness of the proposals was conducted by the Procurement department to ensure all requirements of the RFP had been met. Upon conclusion of this review, three (3) of the twelve (12) proposals were determined to be non-responsive.

On June 8, 2015, the nine (9) responsive proposals were distributed to the Evaluation Panel. The Panel evaluated, scored and ranked the proposals based on the following - evaluation criteria contained within the Security Officer Services - RFP (excluding Compensation/Fees), which as noted below, were assigned by the Procurement Department:

(Weight of 40 Percent) Organizational Structure and Prior Experience.

Respondent shall describe how its firm is organized and has the ability to provide the requested services to include recent experience of having performed the service at a Category 1 Commercial Service Airport or larger, as classified by the Transportation Security Administration.

Respondent is required to provide valid copies of the licenses, certifications and accreditations as listed in Part 1. Section D., "Minimum Qualifications" of the Request for Proposal (RFP).

D. *Minimum Qualifications: Respondent shall be currently licensed in good-standing by the State of California Department of Consumer Affairs, Bureau of Security and Investigative Services as a Private Patrol Operator to perform for-hire uniformed security services. Within the last eight (8) years, Respondent shall have a minimum of five (5) years' experience performing the requested services at a Category 1 (i.e., greater than 1.25 million annual enplanements) Commercial Service Airport or larger, as classified by the Transportation Security Administration. Respondent's that are certified by the Department of Homeland Security under the Support Anti-Terrorism by Fostering Effective Technologies (SAFETY) Act of 2002 is desirable.*

If valid copies of the licenses, certifications, and accreditations are not included in the proposal, the Respondent's proposal shall be deemed non-responsive and will not be considered.

(Weight of 20 Percent) Qualifications and Prior Experience of Proposed Personnel. Respondent shall describe the general tasks each person will perform, their professional qualifications, capabilities, and project experiences of the proposed personnel assigned to perform services at the Airport, and include their resume, schedule of current projects and availability to perform the requested services. Identify with particularity the services that will be performed by Respondent and identify those services, if any, that will be performed by subcontractors or others ("Subcontractors"). If the Respondent utilizes Subcontractors, it must provide a list of the Subcontractor's name(s) and include their responsibilities, qualifications and the major clients and projects they have worked on relative to the requested services.

(Weight of 15 Percent) Proposed Work Plan and Approach/Methodology. Respondent's proposed work plan, approach/methodology and how they will provide and accomplish the scope of work requested in "Exhibit A – Scope of Work" attached to the draft Contractor Agreement. Respondents shall provide, and include detailed supporting examples of, an overall understanding of the requirements and capabilities needed to perform the requested services.

(Weight of 5 Percent) Inclusionary Approach and Outreach. *Policy 5.12 or 5.14 was not used on this solicitation because of the possibility that Federal Funds may be used to pay for the performance of services on this agreement.*

The Authority is committed to maximizing the inclusion of small, local and service disabled veteran owned small business participation on all projects. The Authority's existing Security Officer Services agreement achieves greater than twenty (20) percent small business participation and greater than twenty (20) percent local business participation.

Respondent shall include an inclusionary outreach plan and describe their approach to achieve or exceed participation from small, local, historically underutilized and service disabled veteran owned small business participation when the Respondent is requested to undertake work that will require the engagement of a sub-consultant(s).

Respondent shall list three (3) project examples that demonstrate its commitment and include the participation percentage statistics.

(Weight of 5 Percent) Sustainability. Respondent shall describe and or demonstrate how its firm conducts and/or promotes the following sustainable practices: Environmental Management; Green/Environmentally-Preferable Purchasing; Alternative Fuel Usage and/or Alternative Fuel Vehicles; Pollution Prevention; Waste Reduction/Waste Diversion/Recycling; Continuous Improvement; Leadership in Energy & Environmental Design (LEED), and Transparency in Environmental Performance.

(Weight of 15 Percent) Compensation/Fees: The Procurement Department evaluated and scored the fees, and the scores were provided to the Panel Members during the short list meeting. (See *Fee Score Calculation*, Page 4.)

Shortlist Meeting

On June 30, 2015, the Procurement Department held a meeting of the Evaluation Panel. The intent of this meeting was to evaluate and identify the Panelists' highest scoring respondents to invite for interviews. The Panelists' scores were combined with the fee scores provided by the Procurement Department to determine the shortlist rankings. The shortlist included the four highest scoring respondents.

Fee Score Calculation

The Fee scores were calculated as follows:

The total cost to perform services under the contract was calculated by multiplying a specific number of hours for each RFP-required staff position by the Respondent's proposed hourly rates.

Norred & Associates, Inc., had the lowest calculated proposed cost of \$14,679,446.64 and was awarded the maximum allowed score of 10 points using the range of 0-10. 0 = highest cost and 10 = lowest cost. Norred was one of nine Respondents, but did not make the short list.

The lowest calculated proposed cost of \$14,679,446.64 was used to calculate the unit point value assigned to the remaining eight Respondents. Example:

$$\begin{aligned} \$14,679,446.64 \div 10 \text{ Points} &= \$1,467,945 \text{ (rounded to the nearest whole number)} \\ \$1,467,945 &= 1 \text{ Unit Point Value} \end{aligned}$$

HSS, Inc., Calculated proposed total cost = \$16,636,538.13

$$\begin{array}{rcl} & \$ 16,636,538.13 & \\ - & \$ 14,679,446.64 \text{ (Lowest Cost)} & \\ \hline & = \$ 1,957,091.49 & \end{array} \quad \text{then} \quad \begin{array}{rcl} & \$1,957,091.49 & \\ \div & \$1,467,945 \text{ (Unit Point Value)} & \\ \hline & = \$1.333 \text{ or 1 point (rounded)} & \end{array}$$

10 (Maximum Points) – 1 Point = 9 Points HSS, Inc., was awarded 9 Points.

The four highest ranked respondent fee calculation scores are as follows:

<u>Proposed Fees</u>	<u>Assigned Points</u>	<u>Company Name</u>
\$14,896,365.15	10	Covenant Aviation
\$16,010,248.05	9	Universal Protection
\$16,636,538.13	9	HSS
\$18,214,832.55	8	Allied Barton Security Services

Page 5 of 8Interviews and Final Rankings

The week of August 10, 2015, the Evaluation Panel conducted interviews with the four (4) highest ranked respondents. All respondents were allowed up to 10 minutes to present information about their company, followed by a 30-minute question-and-answer session. All respondents were asked to provide answers to a specific list of questions prepared in advance by the Panel. These questions evaluated the companies' experience, the experience and skills of the primary staff assigned to perform the services, and how the work would be performed in the best interest of the Authority. (Note: Respondents were not provided with the questions prior to the interview.)

The Panel evaluated, scored and ranked the 4 proposals based on the evaluation criteria contained within the RFP (excluding Compensation/Fees), which as noted above, per the following assigned weights:

(30 Percent) Organizational Structure and Prior Experience

(35 Percent) Qualifications and Prior Experience of Personnel

(10 Percent) Proposed Work Plan and Approach/Methodology

(5 Percent) Inclusionary Approach and Outreach

(5 Percent) Sustainability

(15 Percent) Compensation/Fees

Upon completion of the interviews, during the next two weeks the Panel discussed and reviewed the strengths and weaknesses of: each respondent's proposals; respondent's staff attending the interview; responses to Panelist questions; and the score of the respondents' proposed fees. The Panelist's final rankings are presented below:

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Total	Rank
AlliedBarton Security Services	3	3	2	3	3	14	3
Covenant Aviation Security	4	4	4	4	4	20	4
Hospital Shared Services (HSS)	1	1	1	1	1	5	1
Universal Protection Service	2	2	3	2	2	11	2

The **Combined Scores*** (Page 6) for each of the six evaluation criteria are calculated as follows: Each of the six evaluation criteria was scored by each of the five panelists with a score of 0 to 10. That score is multiplied by the assigned weight for each evaluation criteria. For example, if a panelist scores a Respondent at 8 for **Organizational Structure and Experience**, that score is multiplied by 30 (weighted percent) for a weighted score of 240. Each panelist has a weighted score for each evaluation criteria. Their five weighted scores are added to reach the combined score for that evaluation criteria. *NOTE: Recommendation of awards are based on the rank results not the combined score results.

Combined Scores	Fees	Inclusionary Approach and Outreach	Organizational Structure and Experience	Qualifications and Prior Experience of Personnel	Proposed Work Plan	Sustainability	Total
AlliedBarton Security Services	600	175	1170	1400	400	180	3925
Covenant Aviation Security	750	175	1050	1225	360	165	3725
Hospital Shared Services (HSS)	675	225	1410	1645	440	185	4580
Universal Protection Service	675	195	1200	1470	390	190	4120

The Evaluation Panel ranked HSS, Inc., Number 1. HSS had the highest score in four of the six evaluation criteria and they presented the best experience and knowledge of providing security officer services at an airport.

On September 3, 2015, at the Authority's request, HSS, Inc., agreed to revise their fee structure reducing their billable rates by approximately 3.4 percent. This reduces their calculated proposed total cost to \$16,065,247.47.

Background on HSS, Inc.

HSS, Inc., has over twenty (20) years of Transportation Security Regulation (TSR) Part 1542 aviation security services experience at large-hub Security Category X* (e.g., Denver International Airport) and Category I (e.g., Portland International Airport). HSS was awarded Designation and Certification status by the Department of Homeland Security as an "Approved Product for Homeland Security" under the Support Anti-terrorism by Fostering Effective Technologies (SAFETY) Act of 2002. As such, they have a wide range of experience interacting with TSA; and with the implementation of Security Directives and increased security measures at commercial airports. HSS, Inc., has over 3,000 security personnel (with over 600 employees in California) serving airports, municipals, and private clients in 17 states with offices supporting their operations in each state and satellite/corporate regional offices in Brea, California; Dublin, California; and Orlando, Florida. Currently, they are the primary security contractor for San Diego International Airport, Denver International Airport, Hartsfield-Jackson Atlanta Airport, Portland International Airport, and General Mitchell International Airport in Milwaukee; and HSS, Inc. provides security services for San Francisco International Airport, Phoenix Sky Harbor International Airport, Salt Lake City International Airport, Detroit International Airport, Oakland International Airport and Burbank Bob Hope Airport. HSS has a local office in San Diego and they have 96 employees in San Diego County.

HSS, Inc., has provided contract security services for the Authority since November 2010. During these past five years, they have consistently fulfilled the contract requirements. The quality of their performance has met and exceeded the Authority's expectations, and they have routinely demonstrated flexibility and responsiveness to changing conditions in the dynamic airport environment at SDIA.

***Security Category** is a designation given to an airport to mark the amount of traffic flow, security strategic importance and the associated security requirements. If an airport has high traffic, a large amount of commerce or hotels, or major infrastructure such as dams, military bases or historical landmarks, they would likely be designated with the highest level Category X with Category IV being the lowest designation. SAN is a Category I Airport.

Recommendation

Therefore, Staff recommends:

that the Board adopt the Resolution approving and authorizing the President/CEO to execute an agreement with HSS, Inc., in an amount not to exceed nineteen million (\$19,000,000) for a term of three years, with the option of two one-year extensions at the sole discretion of the President/CEO.

Additionally, the proposed not-to-exceed amount of the Agreement allows for contingencies to be addressed as directed by the Transportation Security Administration (TSA). During the past fourteen years, TSA has required airports to implement significant security measures in response to terrorist incidents and threats against aviation. Contingencies also include the unplanned addition of airport security posts due to infrastructure modifications, emergency response incidents and airport special events. The difference between the calculated base-level of services and the proposed contract amount allows for an approximate twenty (20) percent to address contingencies over the term of the Agreement.

Fiscal Impact:

Adequate funding for Contract Security Services is included in the adopted FY 2016 and conceptually approved FY 2017 Operating Expense Budgets within the Contract Security Services line item. Expenses that will impact budget years not yet adopted by the Board will be included in future year budget requests.

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

Application of Inclusionary Policies:

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

No preferences were applied to the award of the Security Services Agreement with HSS, Inc., however HSS, Inc. has committed to working with the Airport Authority to maximize participation by small, local and historically underrepresented businesses on this contract.

Prepared by:

GEORGE CONDON
DIRECTOR, AVIATION OPERATIONS AND PUBLIC SAFETY

RESOLUTION NO. 2015-0102

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH HSS, INC., FOR CONTRACT SECURITY SERVICES IN AN AMOUNT NOT-TO-EXCEED NINETEEN MILLION (\$19,000,000) FOR A TERM OF THREE (3) YEARS, WITH THE OPTION OF TWO (2) ONE-YEAR EXTENSIONS AT THE SOLE DISCRETION OF THE PRESIDENT/CEO

WHEREAS, the San Diego County Regional Airport Authority (“**Authority**”) operates San Diego International Airport (SDIA) in accordance with regulations set forth by the Transportation Security Administration (TSA); and

WHEREAS, these regulations require the Authority to conduct specific activities requiring the services of a California-licensed contract security firm; and

WHEREAS, the Authority also coordinates the dispatch of San Diego Harbor Police officers; and

WHEREAS, the Authority provides notifications to Authority personnel regarding other emergency conditions (e.g., fire alarms in terminals); and

WHEREAS, this firm shall provide personnel under contract and at the direction of the Authority to execute these specific activities; and

WHEREAS, an Authority panel of “resident industry experts” ranked HSS, Inc., number one in a competitive bid process; and

WHEREAS, the Agreement shall begin on November 17, 2015, and has a term of three (3) years including two (2) one-year options to renew and a total not-to-exceed compensation amount of nineteen million dollars (\$19,000,000); and

WHEREAS, should the process with HSS, Inc., fail, the Board authorizes the President/CEO to make the award to the next ranked proposer, on the same or better terms as proposed by HSS.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute an agreement with HSS, Inc., for contract security services in an amount not to exceed nineteen million (\$19,000,000) for a term of three (3) years, with the option of two (2) one-year extensions at the sole discretion of the President/CEO; and

BE IT FURTHER RESOLVED that the Board of the San Diego County Regional Airport Authority finds that this Board action is not a "project" as defined by the California Environmental Quality Act (CEQA), Cal. Pub. Res. Code §21065; and is not a "development" as defined by the California Coastal Act, Cal. Pub. Res. Code §30106.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 17th day of September, 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



Approve and Authorize the President/CEO to Execute an Agreement for Contract Security Services

September 17, 2015

Prepared by: George Condon

Director, Aviation Operations & Public Safety

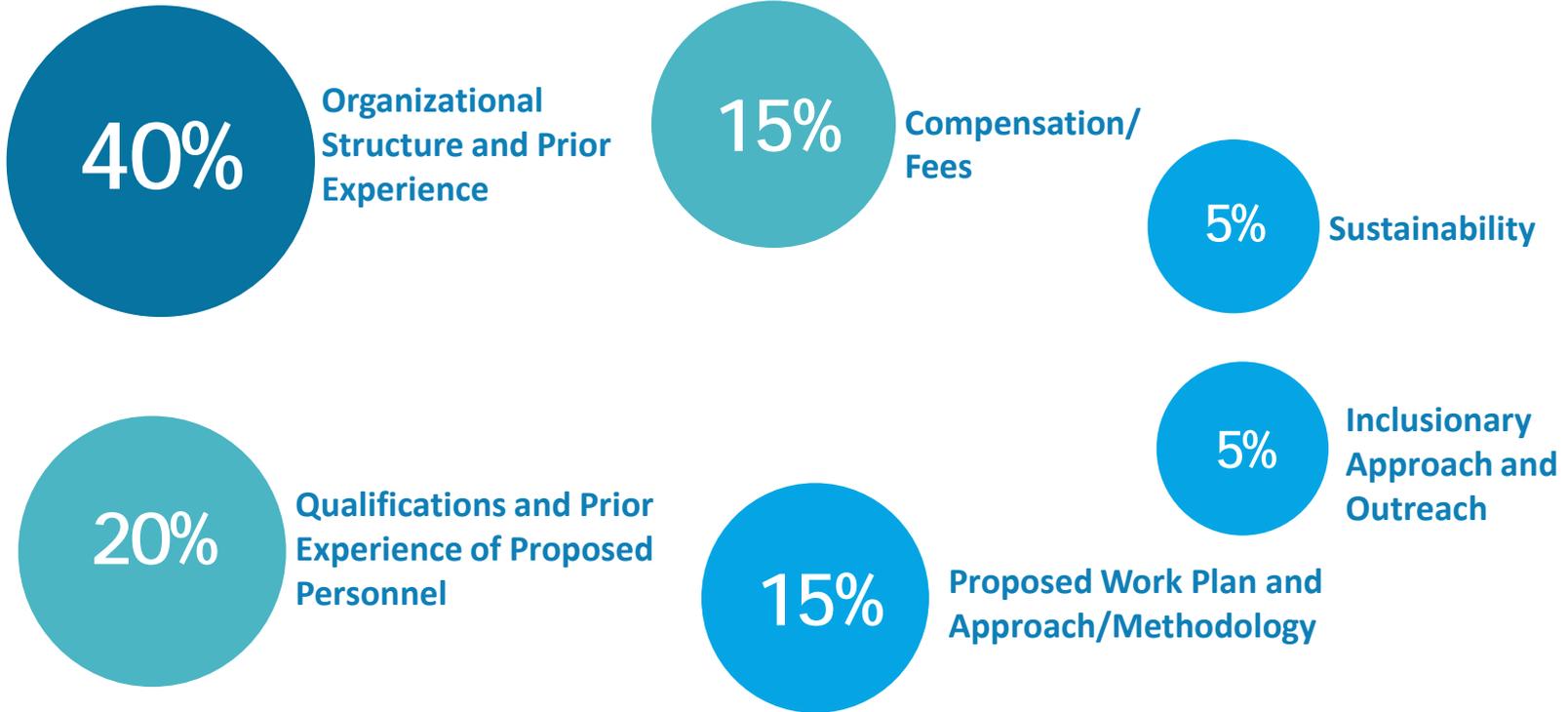
Current Contract for Security Services

- Current security services contract was awarded to HSS, Inc., in October 2010
- A term of three years, with the option of two (2) one-year extensions
- Contract amount not to exceed \$15 Million (includes a 25% contingency of \$3 Million)
- Currently exercising the second option year until November 16, 2015

RFP Background and Process

- Five RFP Evaluation Panel members (Aviation Security & Public Safety, Airside Operations, Airport Design & Construction, San Diego Harbor Police--VP Operations participated as a non-voting observer)
- RFP issued April 24, 2015
- Twelve proposals submitted June 4, 2015 (nine proposals were responsive)
- Evaluation Panel scored and ranked the proposals based on the following weighted criteria:

Weighted Criteria for Proposals



NOTE: Procurement Department evaluated and scored the fees

Shortlist Selection

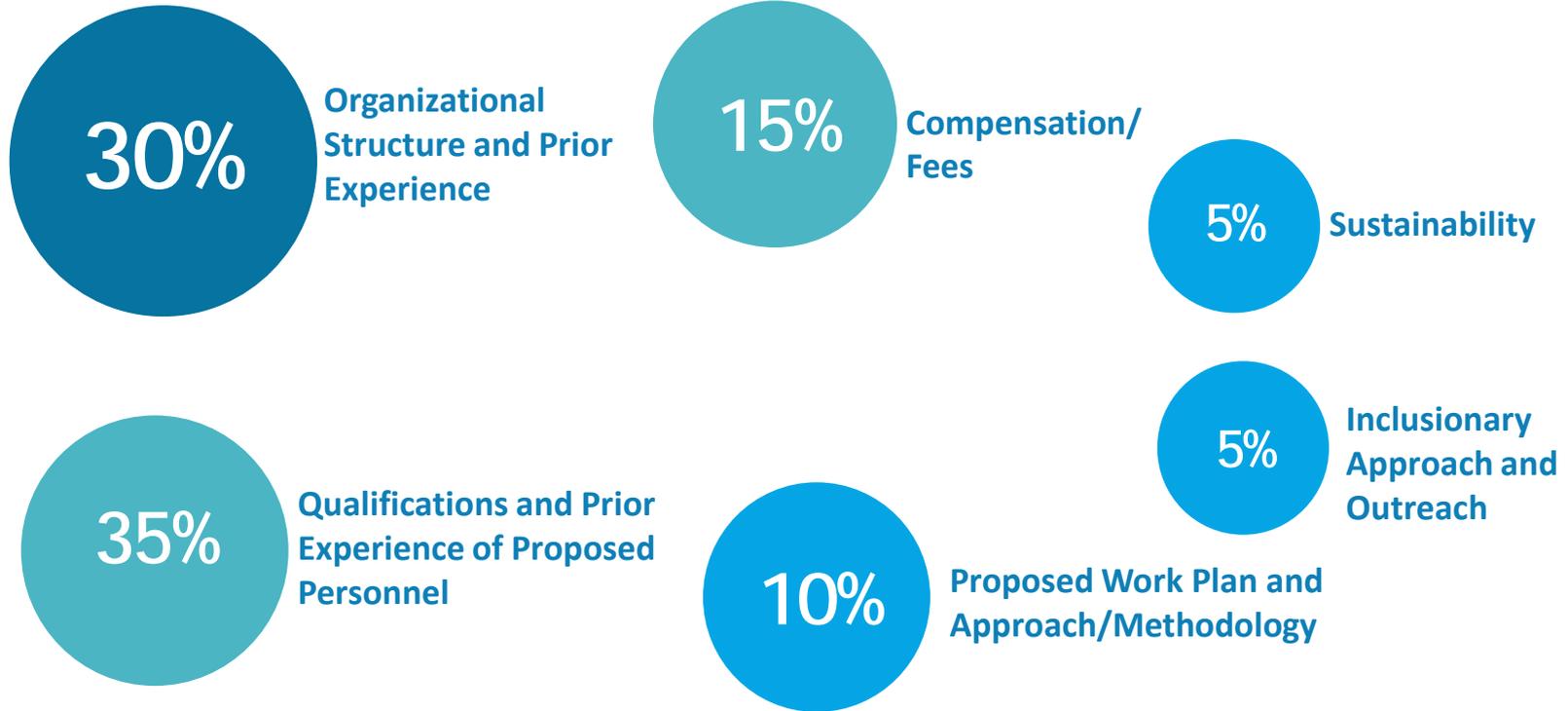
On June 30, 2015, the Evaluation Panel reviewed all nine respondent proposals. The four highest ranked respondents were invited to participate in panel interviews.

-  Allied Barton Security Services
-  Covenant Aviation
-  HSS, Inc.
-  Universal Protection

Interviews

- The week of August 10, 2015, the Evaluation Panel conducted interviews with the four (4) highest ranked respondents.
- The Panel evaluated, scored and ranked the respondent interviews based on the following criteria:

Weighted Criteria for Interviews



NOTE: Procurement Department evaluated and scored the fees

Respondent Proposed Fees

Proposed Fees	Company Name
\$14,896,365.15	Covenant Aviation
\$16,010,248.05	Universal Protection
\$16,636,538.13	HSS, Inc.
\$18,214,832.55	Allied Barton Security Services

- The proposed fees were assigned points based on a calculation that is explained in detail on Page 4 of the Staff Report.

Final Evaluation Panel Rankings

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Total	Rank
AlliedBarton Security Services	3	3	2	3	3	14	3
Covenant Aviation Security	4	4	4	4	4	20	4
Hospital Shared Services (HSS, Inc.)	1	1	1	1	1	5	1
Universal Protection Service	2	2	3	2	2	11	2

- On August 31, 2015, the shortlist respondents were notified in writing of the Evaluation Panel’s decision. At that time, the Authority and HSS, Inc., negotiated a 3.4% reduction of the proposed fees, resulting in a calculated base-level of services from \$16,636,538.13 to \$16,065,247.47 (\$571,290.66 reduction).

Background on HSS, Inc.

- ✓ Over twenty (20) years of airport security experience
- ✓ Significant experience in dealing with the Transportation Security Administration (TSA), as well as TSA Airport and Airline regulations
- ✓ Safety Act Certified by the Department of Homeland Security (a “desirable” qualification in the Authority RFP)
- ✓ More than 3,000 security personnel with over 600 employees in California
- ✓ Has provided contract security services for the San Diego County Regional Airport Authority since November of 2010
- ✓ Eligible for local business participation

Recommendation

The Staff recommends:

The Board authorize the President/CEO to execute an agreement with HSS, Inc., for contract security services for a term of three (3) years, with the option of two one-year extensions, in a not-to-exceed amount of nineteen million dollars (\$19,000,000).

(The difference between the calculated base-level of services amount of \$16,065,247.47 and the not-to-exceed amount of \$19,000,000 allows for an approximate 20% to address contingencies over the term of the agreement.)

Questions?

Fee Score Calculation

The Fee scores were calculated as follows:

The total cost to perform services under the contract was calculated by multiplying a specific number of hours for each RFP-required staff position by the Respondent's proposed hourly rates.

Norred & Associates, Inc., had the lowest calculated proposed cost of \$14,679,446.64 and was awarded the maximum allowed score of 10 points using the range of 0-10. 0 = highest cost and 10 = lowest cost. Norred was one of nine Respondents, but did not make the short list.

Fee Score Calculation

(Continued)

The lowest calculated proposed cost of \$14,679,446.64 was used to calculate the unit point value assigned to the remaining eight Respondents. Example:



Fee Score Calculation

(Continued)

HSS, Inc., Calculated proposed total cost = \$16,636,538.13

\$16,636,538.13		\$1,957,091.49
– \$14,679,446.64 (<u>Lowest Cost</u>)	then	÷ \$1,467,945 (<u>Unit Point Value</u>)
= \$ 1,957,091.49		= \$1.333 or 1 point (rounded)



Combined Scores

The **Combined Scores*** (Page 6) for each of the six evaluation criteria are calculated as follows: Each of the six evaluation criteria was scored by each of the five panelists with a score of 0 to 10. That score is multiplied by the assigned weight for each evaluation criteria. For example, if a panelist scores a Respondent at 8 for **Organizational Structure and Experience**, that score is multiplied by 30 (weighted percent) for a weighted score of 240. Each panelist has a weighted score for each evaluation criteria. Their five weighted scores are added to reach the combined score for that evaluation criteria. *NOTE: Recommendation of awards are based on the rank results not the combined score results.

Combined Scores

(Continued)

Combined Scores	Fees	Inclusionary Approach and Outreach	Organizational Structure and Experience	Qualifications and Prior Experience of Personnel	Proposed Work Plan	Sustainability	Total
AlliedBarton Security Services	600	175	1170	1400	400	180	3925
Covenant Aviation Security	750	175	1050	1225	360	165	3725
Hospital Shared Services (HSS)	675	225	1410	1645	440	185	4580
Universal Protection Service	675	195	1200	1470	390	190	4120

HSS, Inc., Airport Security Services

Primary Security Contractor

- San Diego International Airport
- Denver International Airport
- Hartsfield-Jackson Atlanta Airport
- Portland International Airport
- General Mitchell International Airport (Milwaukee)

Provides Security Services

- San Francisco International Airport
- Phoenix Sky Harbor International Airport
- Salt Lake City International Airport
- Detroit International Airport
- Oakland International Airport
- Burbank Bob Hope Airport



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
27

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Authorize the President / CEO to Execute a Design-Build Agreement with Swinerton Builders for Design and Construction; and to Negotiate and Execute Work Authorizations for Validation Phase Services, Additional Design and Early Construction Work of the Terminal 2 Parking Plaza

Recommendation:

Adopt Resolution No. 2015-0103, authorizing the President/ CEO to (1) execute a Design-Build Agreement with Swinerton Builders; and (2) negotiate and execute Work Authorizations for validation phase services, additional design and early construction work with Swinerton Builders, in an amount not-to-exceed \$12,000,000 for project No. 104187, "Terminal 2 Parking Plaza" at San Diego International Airport.

Background/Justification:

On July 7, 2014, the San Diego County Regional Airport Authority ("Authority") Board adopted Resolution 2014-0078 authorizing the construction of a parking plaza of up to 5,000 parking spaces and up to five stories in height to be located in the Terminal 2 surface parking lot and constructed in one or more phases with the initial phase consisting of 3,000 parking spaces in a building three stories high. Although 5,000 parking spaces and five stories were authorized by the board, it has since been determined that the parking plaza will not exceed 3,000 spaces and three stories and the project will not include more phases of construction to add additional levels and parking spaces. In addition, the Board directed Authority staff to prepare and submit a coastal development permit application to the California Coastal Commission in accordance with the California Coastal Act and to commence with steps towards the design and construction of the Project.

Subsequent to Board direction, staff managed the development of a concept design that was included within the coastal development permit application submitted to the California Coastal Commission in December 2014. The California Coastal Commission approved Coastal Development Permit No. 6-14-1886 for the proposed parking plaza on August 13, 2015. The Coastal Development Permit includes a set of conditions that must be met before the permit is issued.

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In October 2014, Authority staff proceeded with the development of a programmatic document for the parking plaza. This Programmatic Document communicates in a narrative and graphic format the Authority's vision, design criteria and construction standards to the design and construction team. Over 30 stakeholder meetings were held with Authority staff, outside agency staff and utility representatives to develop a vision for the parking plaza that focuses on providing an exceptional customer experience, compliments the Green Build design, protects the views of San Diego Bay / Downtown and utilizes advanced parking technologies such that passengers will be able to locate available spaces quickly and efficiently and submit payments in a variety of ways.

The United States Green Building Council ("USGBC") does not offer LEED certification for parking structures. In order for the Authority to continue to calibrate its industry leading sustainability achievements, the parking plaza will instead target the requirements of two alternative sustainability certification systems, the Green Garage Certification standard administered by the Green Parking Council and the Envision standard established by the Institute of Sustainable Infrastructure.

Concurrent with the development of the Programmatic Document, staff also solicited stakeholder input for evaluating project delivery and procurement options for the parking plaza project.

Based on the identification of schedule, cost and risk mitigation as key priorities and building on the successes and lessons learned from the Green Build and Rental Car Center projects, the decision was made to proceed with a progressive Design-Build delivery method using a Best Value contractor selection process (rather than hard-bid).

Benefits of the Design-Build Delivery Method include:

Schedule: Design-Build is an integrated approach that can be used to deliver projects more quickly because it allows for the overlap of the design and construction phases of a project ("fast-track" delivery).

Cost: Design-Build provides early price certainty because the Contractor validates the budget at the start of the project and remains responsible for making sure that the design progresses to meet that budget.

Risk Mitigation: Design-Build means less risk for the Authority.

Contractor Selection

On February 4, 2015, the Authority solicited a Request for Qualifications ("RFQ") to pre-qualify Design-Build teams to participate in a subsequent Request for Proposal ("RFP") process to identify a recommended Design Builder. On March 9, 2015, the Authority received proposals in response to the RFQ from the following seven firms:

1. Austin Commercial ("Austin")
2. Balfour Beatty Construction ("Balfour Beatty")
3. Kiewit Infrastructure West ("Kiewit")
4. McCarthy Building Companies ("McCarthy")
5. Sundt Construction ("Sundt")
6. Swinerton Builders ("Swinerton")

7. Turner/ PCL, a Joint Venture ("Turner/PCL")

A selection panel ("RFQ Panel"), comprised of the Authority's Vice President, Development; Director, Finance, and two Program Managers conducted a thorough review of the proposals. The RFQ Panel scored and ranked the respondents as follows:

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Combined RFQ Scoring

Evaluation Criteria	Maximum Possible	Austin	Balfour Beatty	Kiewit	McCarthy	Sundt	Swinerton	Turner/PCL
General Contractor								
General	400	390	380	400	390	380	400	400
Financial Ability	1600	880	1200	1200	1400	1480	1200	1080
History of Performance	3200	3040	2560	2640	2480	3040	3120	2720
Safety	1200	1140	1140	1110	1110	1170	1020	1110
Architect of Record								
General	200	190	190	175	190	195	195	195
Financial Ability	400	380	390	390	380	390	390	390
History of Performance	1400	1365	1120	1330	1365	1400	1330	1330
Structural Engineer								
General	200	190	195	195	190	195	195	195
Financial Ability	400	380	380	390	380	390	390	390
History of Performance	1400	1330	1190	1330	1330	1330	1330	1330
Parking Consultant								
General	200	190	195	195	190	195	195	195
Financial Ability	400	380	390	390	380	390	390	390
History of Performance	1000	950	950	950	850	950	950	950
Technology Specialist								
General	200	190	190	185	165	155	190	190
Financial Ability	400	380	360	380	380	380	380	380
History of Performance	1000	950	950	925	925	925	950	925
Personnel								
D-B Executive	600	495	570	495	435	510	570	525
D-B Project Manger	2200	1925	1815	1650	1705	1595	1870	1980
GC Superintendent	1000	850	875	850	900	900	950	950
Architect Design Manager	1000	800	850	950	875	875	875	900
Architect of Record	800	600	680	760	660	760	760	700
Structural Engineer	800	560	680	760	680	720	780	700
Parking Consultant	800	680	540	580	740	740	780	780
Technology Specialist	800	700	600	620	700	660	520	680
BIM Manager	400	280	330	360	380	390	360	320
Inclusionary Approach	1600	1480	1440	1560	1440	1520	1520	1560
Organizational Chart	400	310	250	310	290	280	290	330
Past Performance								
GC D-B Entity	6200	5115	5580	5735	5580	5425	5735	5735
Architect	2200	1485	2035	2145	1705	1760	2090	1705

Evaluation Criteria	Maximum Possible	Austin	Balfour Beatty	Kiewit	McCarthy	Sundt	Swinerton	Turner/PCL
Structural Engineer	1400	1260	1365	1295	1120	1295	1365	1190
Parking Consultant	1400	1295	1015	1225	1295	1295	1365	1330
Technical Specialist	1400	1260	1155	1260	1330	1190	1085	1295
BIM Manager	1000	800	875	975	950	975	975	975
Inclusionary Approach	2400	2160	2220	2280	2220	2280	2160	2220
Total	40,000	34,380	34,655	35,995	35,110	36,135	36,675	36,045

RFQ Ranking

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Total	Rank
Austin	7	7	7	5	26	7
Balfour Beatty	6	5	6	6	23	6
Kiewit	2	4	5	2	13	4
McCarthy	4	6	4	6	20	5
Sundt	5	2	1	3	11	3
Swinerton	3	1	3	1	8	1
Turner/PCL	1	3	2	4	10	2

The following top four ranking firms were pre-qualified to participate in the RFP process:

1. Swinerton
2. Turner/PCL
3. Sundt
4. Kiewit

On April 16, 2015, the Authority issued a RFP to the four pre-qualified firms. On May 14, 2015, the Authority received proposals from all four firms. All four proposals included proposed project teams and organizational structures, responses to the 12 requested evaluation topics, and price proposals. The price proposal, which represents 25% of the total score, was comprised of three price components, each of which was expressed as a percentage and will serve as the basis for calculating compensation for costs as defined in the contract. Although the price components had no specific dollar value at the time of the proposals, for the purposes of comparison and scoring of the proposals, they were converted to dollar values as follows:

1. The Fee Percentage was multiplied by a numerical assumption provided by the Authority for the reimbursable costs to yield a fee amount.
2. The Bond Percentage was multiplied by a numerical assumption provided by the Authority for the reimbursable costs to yield a bond amount.
3. The Contractor Personnel Mark-Up ("PMU") was multiplied by a numerical assumption provided by the Authority for the actual personnel cost to yield a PMU amount.

The three Price Components were then totaled to yield the basis of comparison amount indicated below that was used to rank and score the price proposals.

	Kiewit	Sundt	Swinerton	Turner/PCL
Total Basis of Comparison	\$8,300,000	\$6,943,975	\$5,230,000	\$7,902,000

The basis of comparison amounts are solely for the purpose of scoring the price proposals and are not contract amounts. The proposed price component percentages, however, will be incorporated into the contract and will be binding on the selected respondent.

All four firms were invited to participate in an interview process. The interviews were held on May 27 and May 29, 2015, and consisted of an interactive problem solving exercise, a design presentation representing past projects relevant to the Terminal 2 Parking Plaza, and a question and answer session regarding the RFP evaluation criteria.

A selection and interview panel ("RFP Panel") was convened that was comprised of two Authority vice presidents, two department directors, and a manager in the Terminal Operations department. The RFP Panel conducted a thorough review of the proposals and attended the interviews. The RFP Panel's final scoring and ranking are presented below:

Combined RFP Scoring

Evaluation Criteria	Maximum Possible	Kiewit	Sundt	Swinerton	Turner/PCL
Organizational Structure					
Functional Organization Chart	1500	1110	1050	1050	1200
Organizational Narrative	1500	1230	1230	1290	1170
Personnel					
Design Build Executive	3750	3190	2810	2845	3040
Design Build Project Manager	2500	1910	1830	1970	1920
Design Build Superintendent	2500	1970	1960	1990	1890
Architect Project Manager	2500	1880	1930	2060	1690
Architect of Record	1250	975	1050	1025	1000
Structural Engineer of Record	1250	975	1000	1025	1000
Small Business Specialist	750	600	630	480	615
Quality Manager	750	555	585	555	570
Safety Manager	750	600	555	585	570
Parking Consultant Project Manager	2000	1220	1180	1600	1560
Tech Specialist	2000	1580	1280	1600	1540
BIM Manager	500	370	410	350	370
Management Approach					
Overall	2000	1520	1360	1560	1520
Project Validation	750	585	600	615	555
Budget/Cost	1250	850	1000	950	875

Evaluation Criteria	Maximum Possible	Kiewit	Sundt	Swinerton	Turner/PCL
Schedule	1250	975	1075	950	975
Design Development	2500	2060	2040	2090	1890
GMP Development	750	570	555	555	540
Subcontractor Procurement	750	615	600	570	555
Construction Services	750	600	630	600	615
Parking Systems & Tech	1750	1290	1195	1300	1305
QA/QC	750	570	570	585	585
Small Business	750	600	630	465	585
Sustainability	750	600	555	540	585
Price Proposal	12500	5000	8750	12500	6250
Total	50,000	34,000	37,060	41,705	34,970

RFP Ranking

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Total	Rank
Kiewit	3	4	4	4	3	18	4
Sundt	2	3	2	2	2	11	2
Swinerton	1	1	1	1	1	5	1
Turner/PCL	4	2	3	3	4	16	3

Based on the RFP scores and rankings above, the RFP panel determined that Swinerton, is the firm best qualified to design and construct the Terminal 2 Parking Plaza.

The selected design builder, Swinerton Builders, will hold the agreement with the Authority and provide overall design-build construction and management of the Terminal 2 Parking Plaza. Swinerton is located in San Diego and has extensive experience with the design-build delivery method, as well as the design and construction of parking structures. Their design team consists of two architecture firms: one specialized expert in parking structures, and the other, a global design leader with strong aviation experience. The architecture firm of Watry Design, Inc., will serve as the architect of record and parking consultant for functional design, as well as structural engineering of record; Gensler, will act as design architect for public facing aesthetic components and passenger experience. Vantage Technology Consulting Group will serve as technology specialist.

Watry Design, Inc., is located in Orange County, specializes in parking structure planning and design and has extensive project experience throughout the country, including design-build parking facilities for John Wayne, Long Beach and San Jose airports.

Gensler is an internationally known airport designer with a local office in San Diego and extensive experience working at the San Diego International Airport on the Airport Development Plan (ADP) and designer/architect of record for the original Terminal 2 West project.

Vantage Technology Consulting Group is located in Los Angeles and has extensive experience in the design of communication network and infrastructure to support multiple services such as Parking Revenue Control System (PARCS), Parking Guidance System (PGS), Vehicle Identification System, Distributed Antenna System (DAS) and Near Field Communication (NFC).

Swinerton is committed to meet and exceed the Small Business (SB), Local Business (LB), and Service Disabled Veteran-Owned Small Businesses (SDVOSB) participation for the San Diego County Regional Airport Authority Terminal 2 Parking Plaza. Swinerton has partnered with the Authority to leverage joint resources to identify qualified bidders, inform them, assist them through the bidding process, and support them once onboard. Swinerton's bidding approach will ensure that large scopes of work are broken down into smaller, manageable packages. Outreach events will not only be informational, but will include workshops on bidding, bonding, and insurance to ensure that these businesses are ready on bid day. Post-bid, these small businesses will be supported by dedicated onsite staff from the day they join the team. Swinerton has proposed a robust plan to use SB, LB and SDVOSB suppliers, vendors, and tier subcontracts, and a reporting and tracking process to hold contractors accountable to their commitments.

Authority staff is requesting Board authorization to fund and execute Work Authorizations for validation phase services, additional design and early construction work. During the Validation Phase, Swinerton will receive all of the project definition materials developed by the Authority to-date that define the project requirements, describe the existing conditions, and establish the required quality and performance standards. Swinerton will validate the Authority provided information and, based on those requirements, will work with the Authority to refine the conceptual design and, on that basis, develop a Maximum Project Budget (MPB) and Schedule (MPS) as well as a number of other specified deliverables. Swinerton will continue to advance the progress of the project with schematic design and early construction of selected utility relocation and parking lot reconfiguration elements before Authority staff seeks the next Board authorization.

Fiscal Impact:

Adequate funds for Work Authorization for validation, and additional design and early construction are included within the Board approved FY2016-FY2020 Capital Program Budget in Project No. 104187 Terminal 2 Parking Plaza. Sources of funding for this project include Short Term Variable Rate Debt and 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.

No preferences were applied to the award of the Design-Build Agreement with Swinerton Builders; however, Swinerton Builders has committed to working with the Authority to maximize participation of small, local, historically underutilized and service disabled veteran owned small businesses on this contract.

Prepared by:

BOB BOLTON
DIRECTOR, AIRPORT DESIGN & CONSTRUCTION

RESOLUTION NO. 2015-0103

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AUTHORIZING THE PRESIDENT/CEO TO (1) EXECUTE A DESIGN-BUILD AGREEMENT WITH SWINERTON BUILDERS; AND (2) NEGOTIATE AND EXECUTE WORK AUTHORIZATIONS FOR VALIDATION PHASE SERVICES, ADDITIONAL DESIGN AND EARLY CONSTRUCTION WORK WITH SWINERTON BUILDERS, IN AN AMOUNT NOT-TO-EXCEED \$12,000,000 FOR PROJECT NO. 104187, TERMINAL 2 PARKING PLAZA AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, on July 7, 2014, the San Diego County Regional Airport Authority ("Authority") Board adopted Resolution 2014-0078 authorizing the construction of a parking plaza of up to 5,000 parking spaces and up to five stories in height to be located in the Terminal 2 surface parking lot and constructed in one or more phases with the initial phase consisting of 3,000 parking spaces in a building three stories in height; and

WHEREAS, although 5,000 parking spaces and five stories were authorized by the board, it has since been determined that the parking plaza will not exceed 3,000 spaces and three stories and the project will not include more phases of construction to add additional levels and parking spaces, and

WHEREAS, staff managed the development of a concept design that was included within the coastal development permit application submitted in December 2014 and approved with conditions by the California Coastal Commission on August 13, 2015 (Coastal Development Permit No. 6-14-1886) for the proposed parking plaza; and

WHEREAS, in October 2014, Authority staff proceeded with the development of a programmatic document for the Parking Plaza; and

WHEREAS, over 30 stakeholder meetings were held with Authority staff, outside agency staff and utility representatives to develop a vision for the parking plaza that focuses on providing an exceptional customer experience, compliments the Green Build design, protects the views of San Diego Bay / Downtown and utilizes advanced parking technologies such that passengers will be able to locate available spaces quickly and efficiently and submit payments in a variety of ways; and

WHEREAS, concurrent with the development of the Programmatic Document, staff also solicited stakeholder input for evaluating project delivery and procurement options for the parking plaza project; and

WHEREAS, based on the identification of schedule, cost and risk mitigation as key priorities and building on the successes and lessons learned from the Green Build and Rental Car Center projects, the decision was made to proceed with a progressive Design-Build delivery method using a Best Value contractor selection process; and

WHEREAS, on February 4, 2015, the Authority solicited a Request for Qualifications ("RFQ") to pre-qualify Design-Build teams to participate in a subsequent Request for Proposal ("RFP") process to identify a recommended Design Builder; and

WHEREAS, on March 9, 2015, the Authority received proposals in response to the RFQ from seven firms: Austin Commercial; Balfour Beatty Construction; Kiewit Infrastructure West; McCarthy Building Companies; Sundt Construction; Swinerton Builders; Turner/ PCL, a Joint Venture; and

WHEREAS, a RFQ review panel conducted a thorough review of the proposals and the top four ranking firms – Swinerton Builders; Turner/PCL, a Joint Venture; Sundt Construction; Kiewit Infrastructure West – were pre-qualified to participate in the RFP process; and

WHEREAS, on April 16, 2015, the Authority issued a RFP to the pre-qualified firms and on May 14, 2015, the Authority received proposals from all four pre-qualified firms; and

WHEREAS, interviews were held on May 27 and May 29, 2015, and consisted of an interactive problem solving exercise, a design presentation representing past projects relevant to the Terminal 2 Parking Plaza, and a question and answer session regarding the RFP evaluation criteria; and

WHEREAS, the RFP interview panel conducted a thorough review of the proposals, conducted the interviews, and determined that Swinerton Builders, Inc., is the firm best qualified to design and construct the Terminal 2 Parking Plaza; and

WHEREAS, the RFP interview panel and management recommend that the Board award this contract to Swinerton Builders.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes the President/ CEO to (1) execute a Design-Build Agreement with Swinerton Builders; and (2) negotiate and execute Work Authorizations for validation phase services, additional design and early construction work with Swinerton Builders, in an amount not-to-exceed \$12,000,000 for project No. 104187, "Terminal 2 Parking Plaza" at San Diego International Airport; 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 17th day of September, 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



Authorize the President / CEO to Execute a Design-Build Agreement with Swinerton Builders for Design and Construction; and to Negotiate and Execute Work Authorizations for Validation Phase Services, Additional Design and Early Construction Work of the Terminal 2 Parking Plaza

September 17, 2015

Presented by:

Bob Bolton

Director, Airport Design & Construction



Presentation Topics

Terminal 2 Parking Plaza

Previous Board Approvals

Project Delivery

Procurement

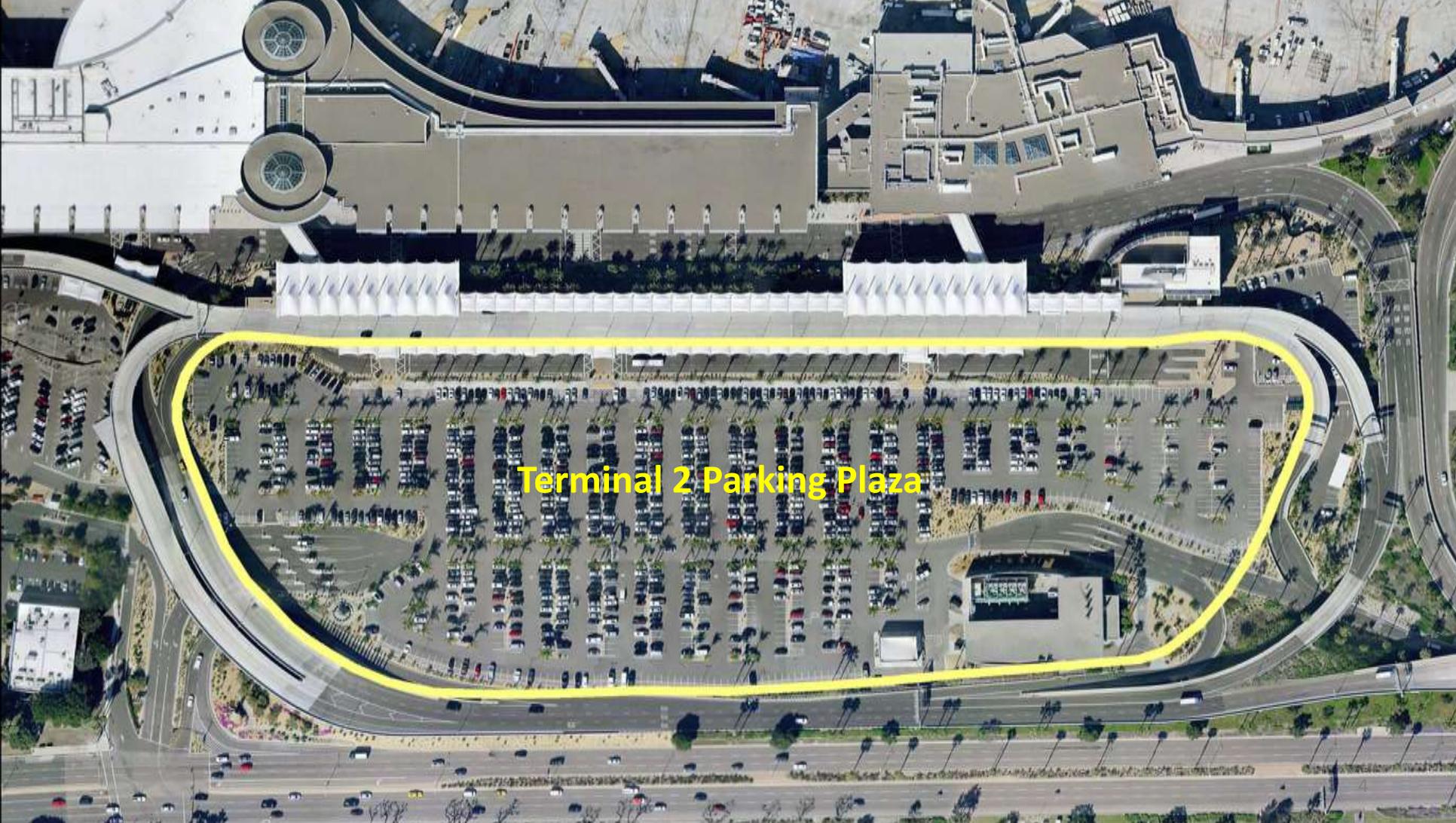
Project Milestones

Work Authorizations

Board Action

Previous Board Approvals

- **July 7, 2014, Board Direction to Staff:**
 - Prepare & submit Coastal Commission development permit application
 - Commence steps toward project design and construction of:
 - 3 story parking plaza
 - 3,000 parking space capacity
 - Located in Terminal 2 parking lot



Terminal 2 Parking Plaza

Design-Build Project Delivery

■ Design Build

- Single contract for both design & construction = single point of accountability
 - Less risk for owner
 - Fast-track schedule
 - Early cost certainty

Guaranteed Maximum Price ("GMP")

- **Contractor's Mark-ups Competitively Bid**
- **Construction Trade Packages will be Competitively Bid**
 - Best value selection with price as primary factor
 - SBE and LBE participation incentivized
- **Validation of Pricing**
 - Rigorous price validation procedures
 - Independent cost estimates
 - Detailed review of cost proposals
- **Verification of Actual Costs**
 - Detailed back-up required and reviewed

PROCUREMENT of Design-Build Team

- **2-Step Best-Value Procurement**
 - RFQ to short-list qualified firms (7 teams submitted)
 - Proposals from 4 short-listed firms
 - Team Capabilities / Interview - 75% of Total Score
 - Price Proposal for Fee, Bond and Staff Mark-ups – 25% pf Total Score

PROCUREMENT of Design-Build Team

- **Request For Qualifications**
 - Companies / Financial
 - History of Performance
 - Organization / Personnel
 - Safety

PROCUREMENT of Design-Build Team

- **Request For Proposal**
 - Organization of Team
 - Personnel
 - Management Approach
 - Price Proposal
 - Small Business
 - Sustainability

PROCUREMENT of Design-Build Team

- **RFQ Ranking (7 Teams)**
 1. Swinerton Builders
 2. Turner / PCL, a Joint Venture
 3. Sundt Construction
 4. Kiewit Infrastructure West
 5. McCarthy Building Companies
 6. Balfour Beatty Construction
 7. Austin Commercial

PROCUREMENT of Design-Build Team

- **RFP Ranking (4 Teams)**
 1. Swinerton Builders
 2. Sundt Construction
 3. Turner / PCL, a Joint Venture
 4. Kiewit Infrastructure West

Parking Plaza Project Milestones

Anticipated Milestone Event	Planned Completion
California Coastal Commission Permit Application Submittal	Completed December 2014
Issue Request for Qualifications for Design-Builder	Completed February 2015
Issue Request for Proposals to Design-Build Finalists	Completed April 2015
Programmatic Document	Completed July 2015
California Coastal Commission Meeting	Completed August 2015
Request Board Authorization to Execute Design-Build Agreement with Recommended Design-Builder	September 2015
Program Validation Phase	90 Days
Request Board Authorization for Maximum Project Budget	Early 2016
CEO to Execute a Guaranteed Maximum Price Amendment	Late 2016
Construction Start	Mid 2016
Construction Complete	18 Month Schedule Pending Confirmation

Work Authorizations for Program Validation, Early Design and Early Enabling Work

■ 90 Day Program Validation and Studies	\$2.9M
■ Schematic Design / CCC Submission	\$2.4M
■ Enabling Work (Existing Utility Relocations)	\$4.8M
■ Reconfiguration of NTC Parking Lot	\$1.3M
■ Additional Services	\$0.6M
TOTAL:	\$12 M

Recommendation

- Adopt Resolution No. 2015-____, authorizing the President/CEO to (1) execute a Design-Build Agreement with Swinerton Builders; and (2) negotiate and execute Work Authorizations for validation phase services, additional design and early construction work with Swinerton Builders, in an amount not-to-exceed \$12,000,000 for project No. 104187, “Terminal 2 Parking Plaza” at San Diego International Airport.



Questions?



Receive an Update and Provide Direction to Staff on the North Harbor Drive Bypass Road Alternatives for the Airport Development Plan (ADP)

September 17, 2015

Agenda

- A** Study Objectives & Outreach
- B** Airport Access Today
- C** Alternatives
 - *Initial Concepts Development*
 - *Refined Alternatives*
- D** Evaluation Matrix
- F** Next Steps



Primary Study Objective

- To remove all Airport traffic from N. Harbor Drive, between Harbor Island Drive and Grape Street



Secondary Study Objectives

- Create no new problems on surrounding roads
- Avoid impacts to views
- Maintain access for Point Loma and Harbor Island
- Eliminate existing bottleneck at Laurel St. / N. Harbor Dr. intersection
- Avoid impacts to airfield operations and California least tern habitat
- Align with regional traffic objectives (SANDAG)

Stakeholder Outreach

- Bypass Road Alternatives have been introduced as part of our ADP Alternative 5 briefings
- Specific Bypass Road briefings have included:
 - City of San Diego (2 briefings)
 - Unified Port of San Diego Staff
 - SANDAG
 - Solar Turbines
 - U.S. Coast Guard

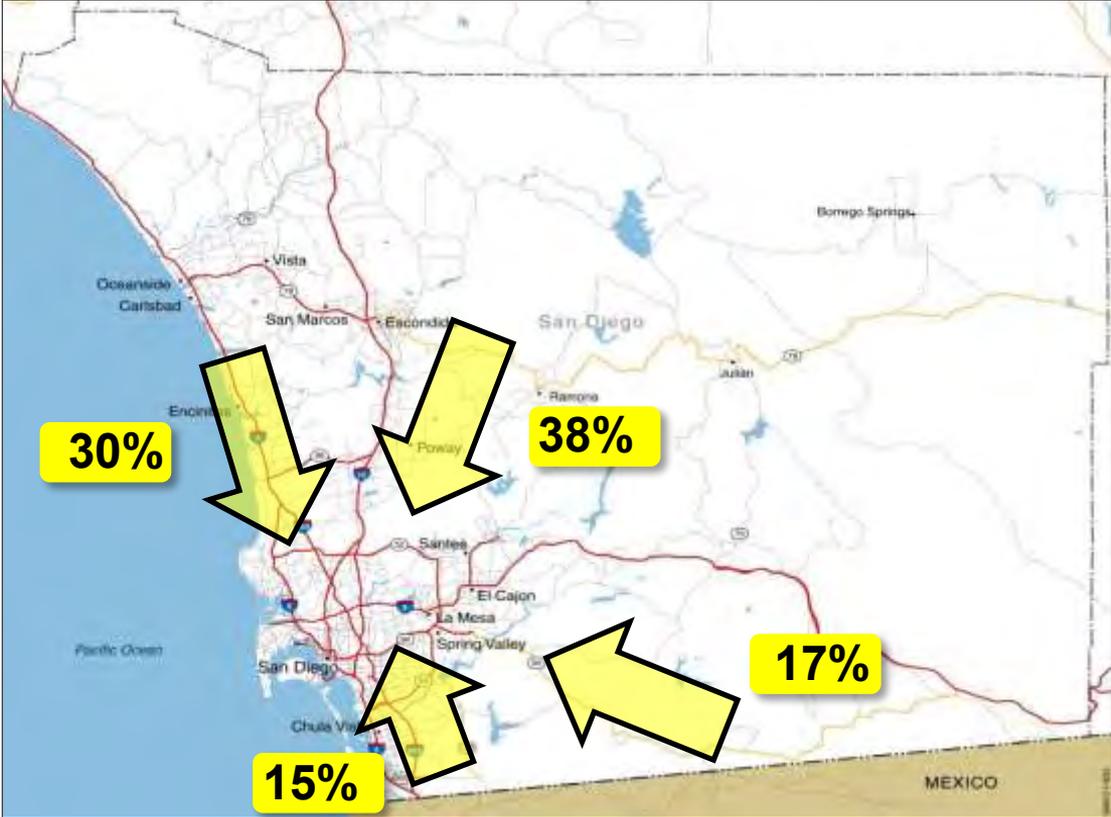
SANDAG Partnership

Traffic Forecasting and Modeling



- SANDAG staff performed traffic modeling on concepts
- Using Series 12 traffic model

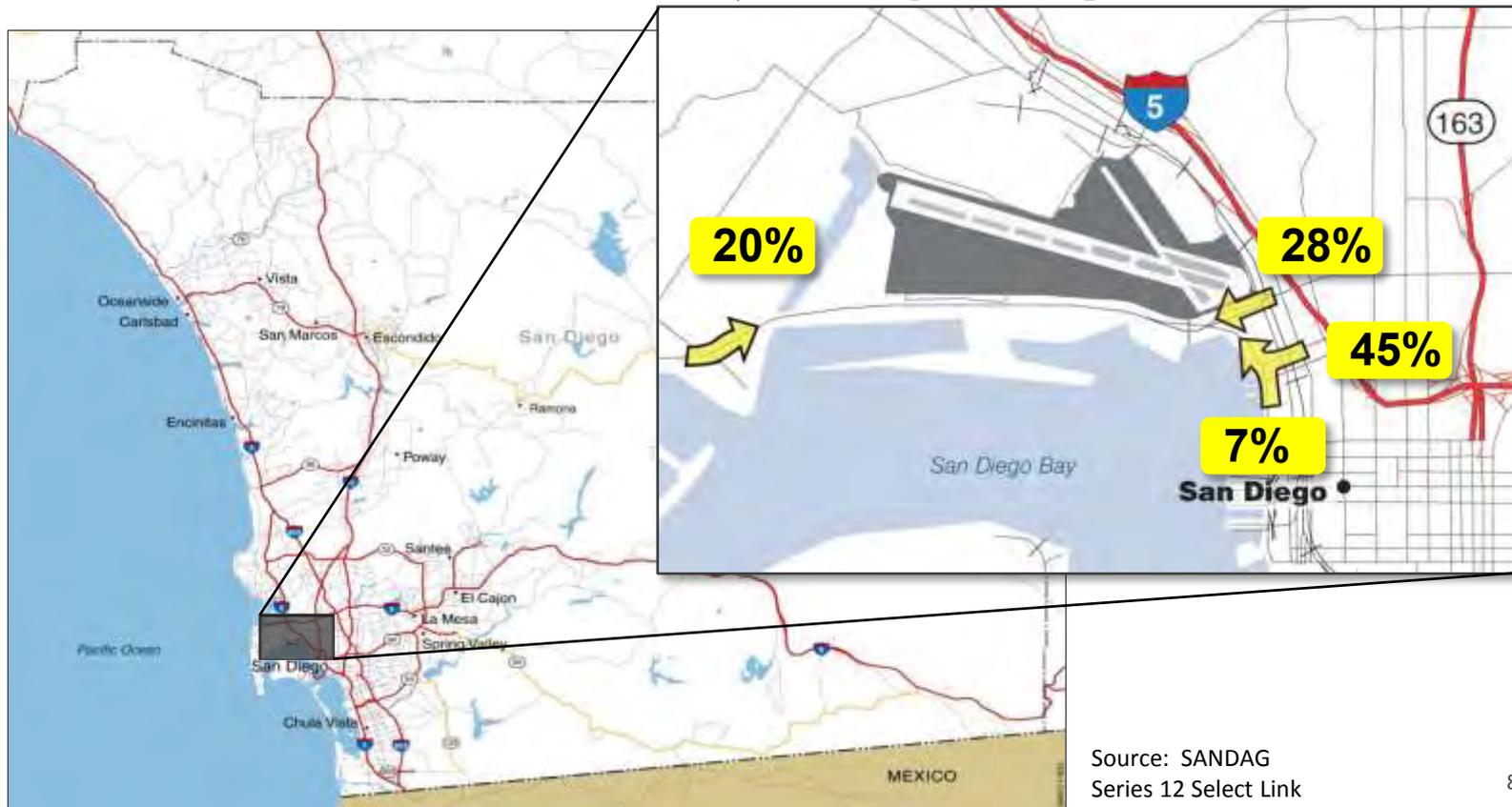
How do Airport Passengers Access SDIA Today?



68% of SDIA Passengers Originate from the North...

Source: (Point of Origin) 2012 Passenger Survey

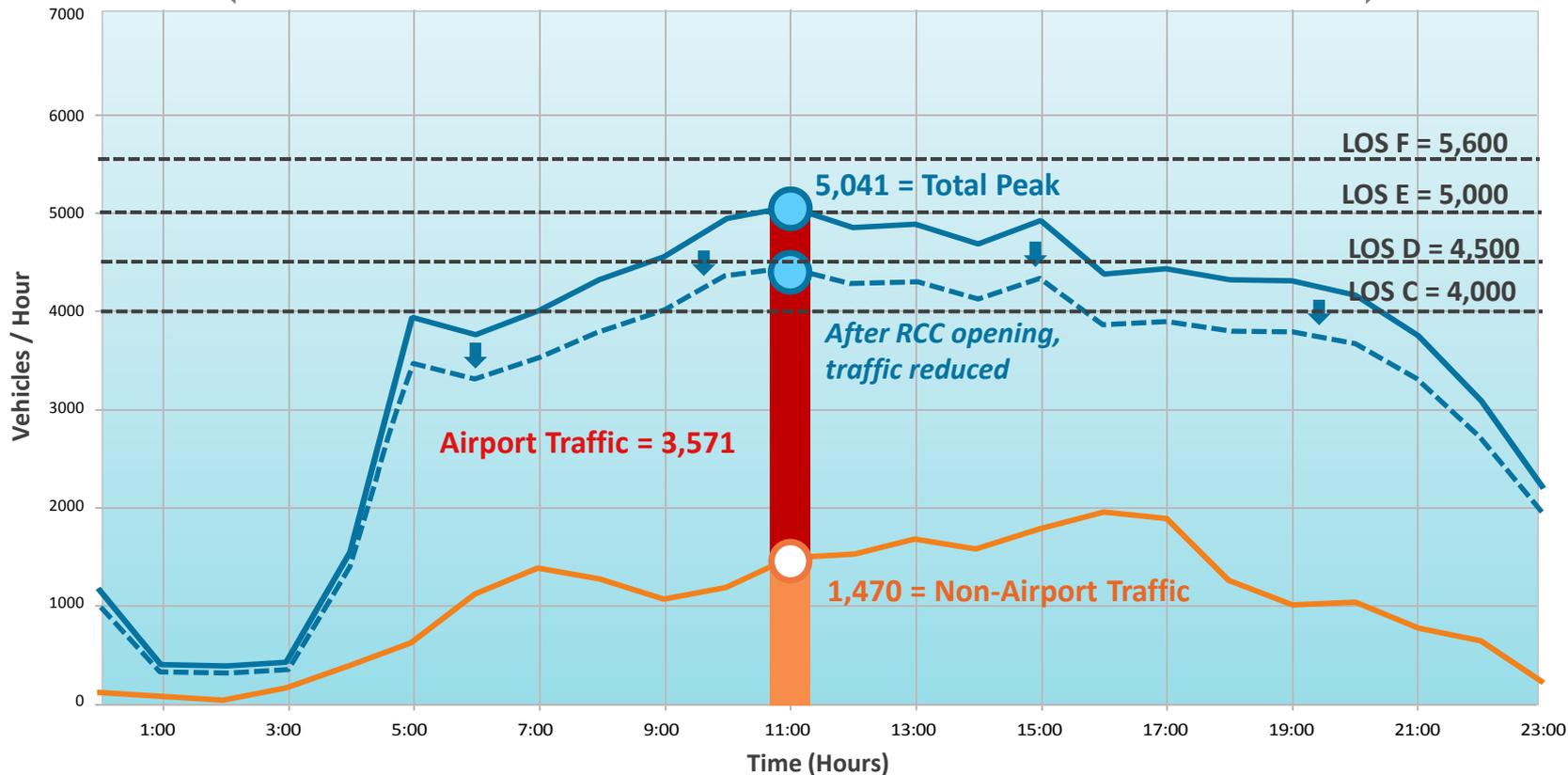
...But Many N. County Passengers Arrive/Depart via I-5 from the South (Using Grape & Hawthorn)



Source: SANDAG
Series 12 Select Link

N. Harbor Drive Existing Traffic Conditions

(Between Laurel St. and Rent-A-Car Access Road)



SDCRAA's Traffic Reduction Measures



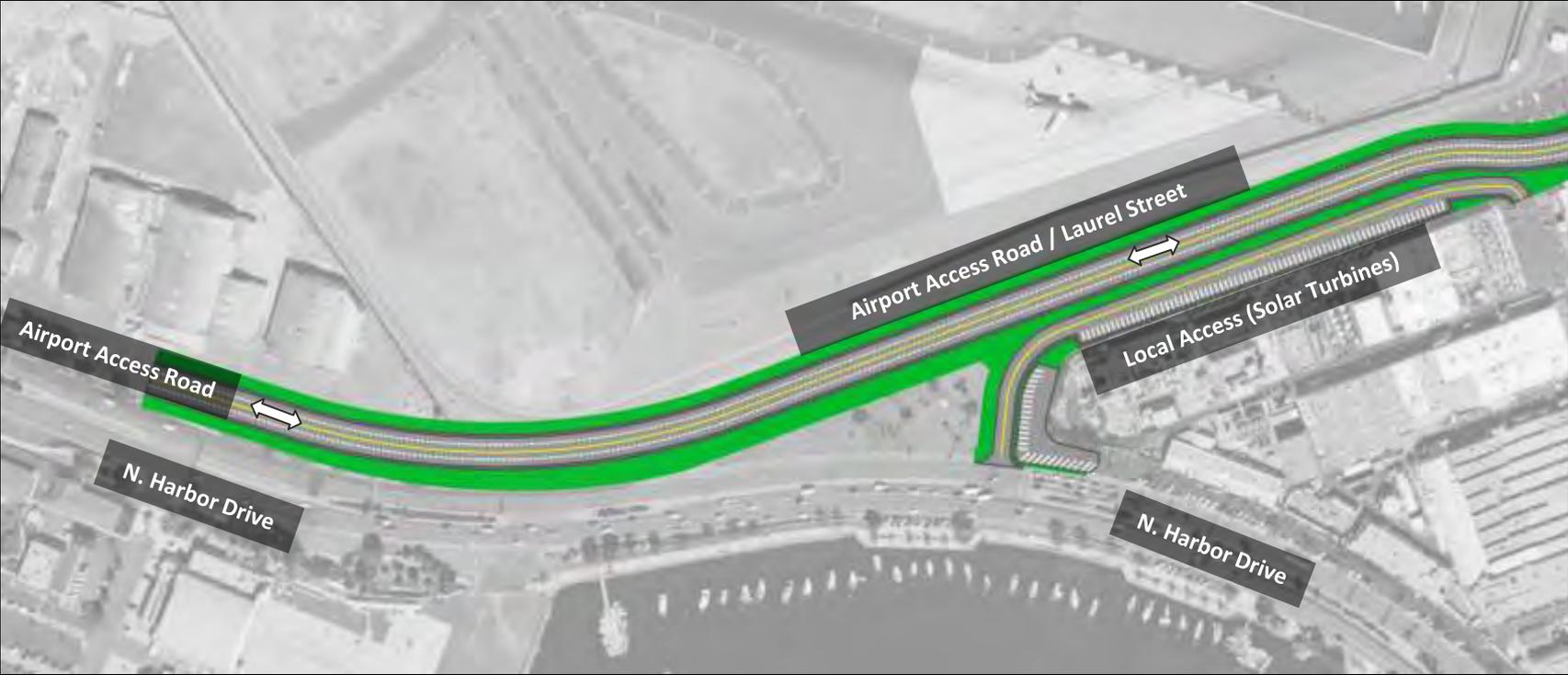
Concept Development Process

- Team initially developed 15+ different schematic concepts
- High level analysis was conducted and an initial shortlist for refinement and further study was prepared

The following two concepts illustrate the most significant findings that drove the Refined Alternatives process

Dedicated Airport Road on Laurel

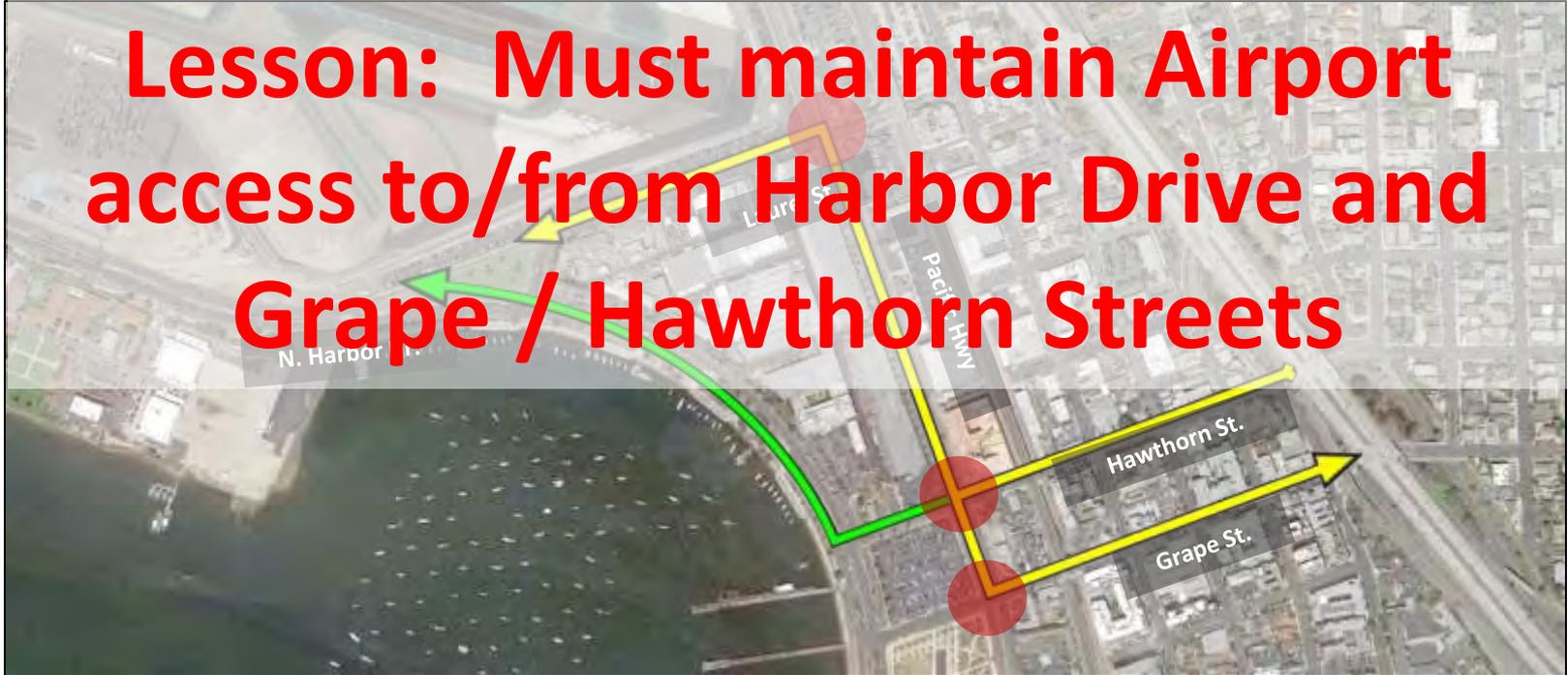
(Removes all Airport traffic from N. Harbor Drive...)



Dedicated Airport Road on Laurel

(...But Overburdens 3 Key Pac. Highway Intersections)

Lesson: Must maintain Airport access to/from Harbor Drive and Grape / Hawthorn Streets



Roundabout at Anchor Island

(Maintains all Turning Movements At-Grade)

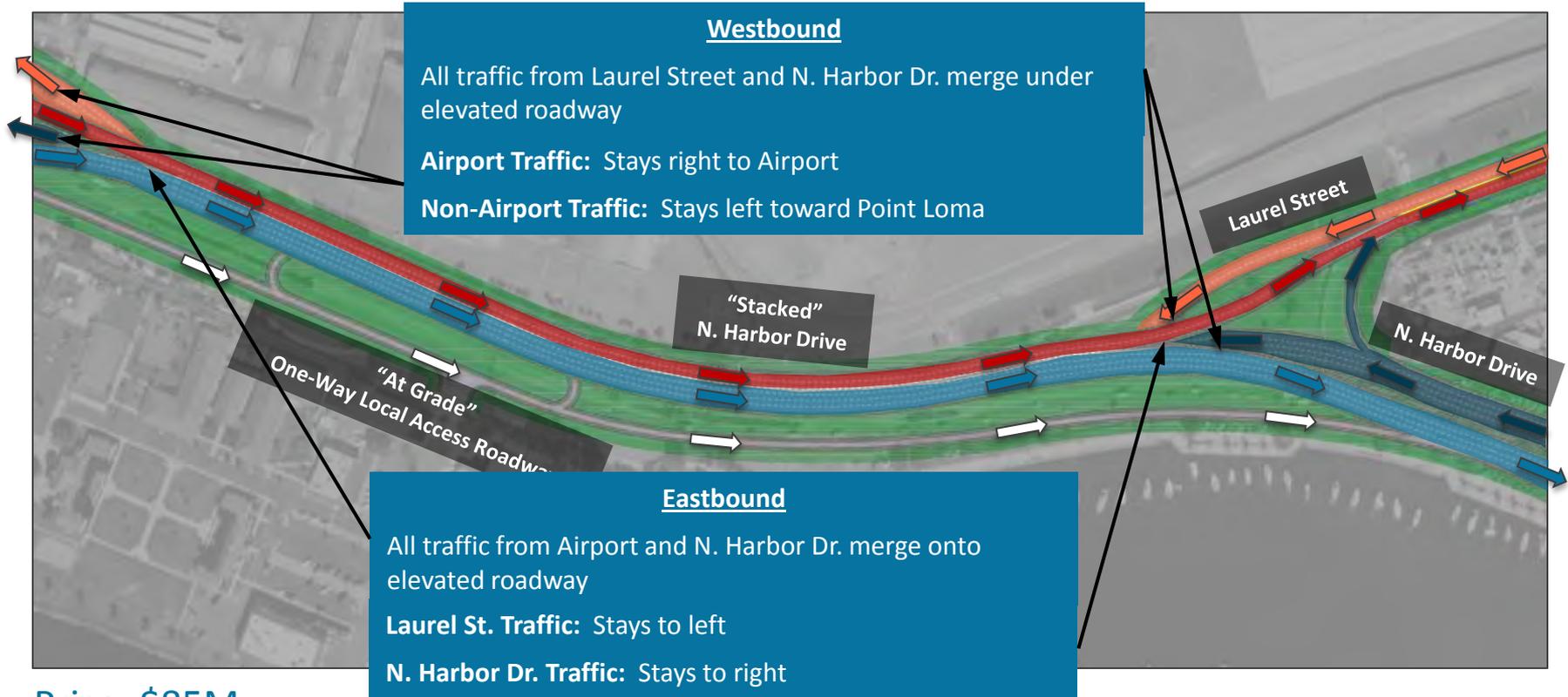
Lesson: Due to lack of available land, solution must include grade separation or traffic signal



Alternative R1: Stacked Roadway



Alternative R1: Stacked Roadway



Price: \$85M

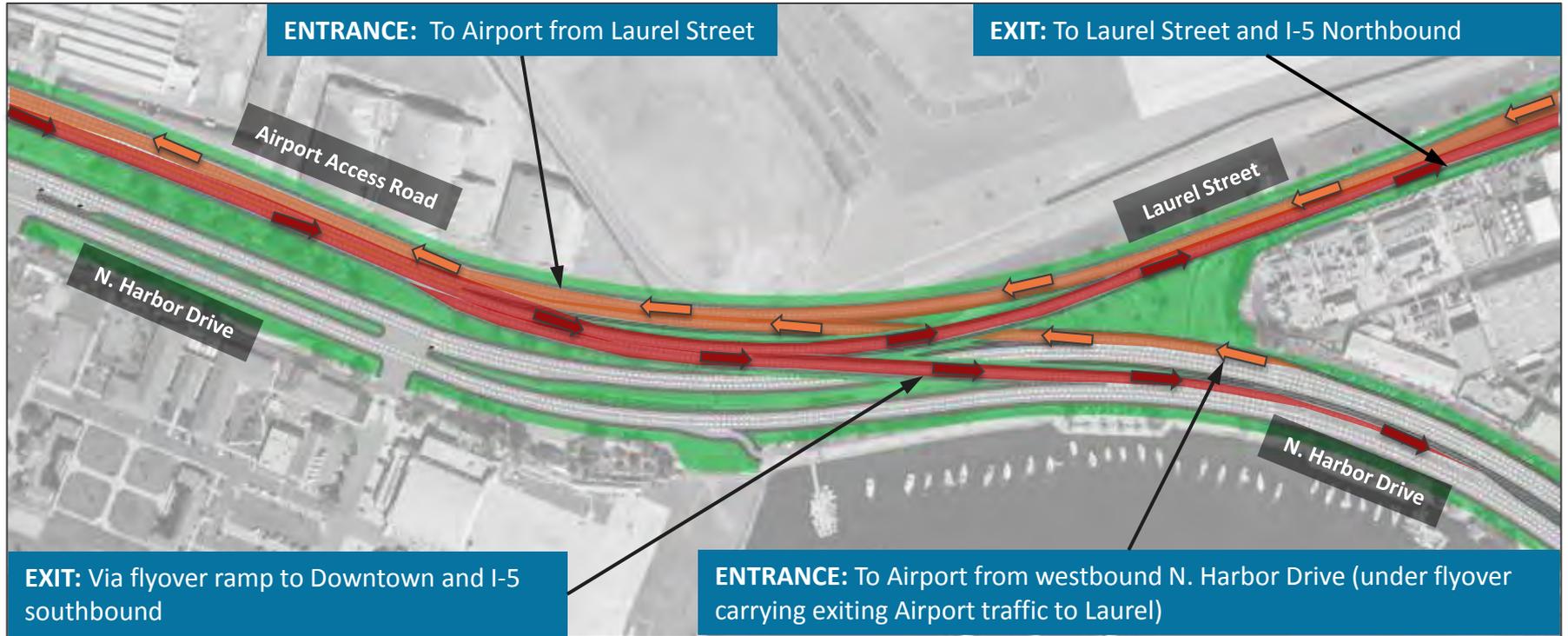
Alternative R2: Anchor Island Flyovers

(Eliminates Access between Laurel St. and N. Harbor Dr.)



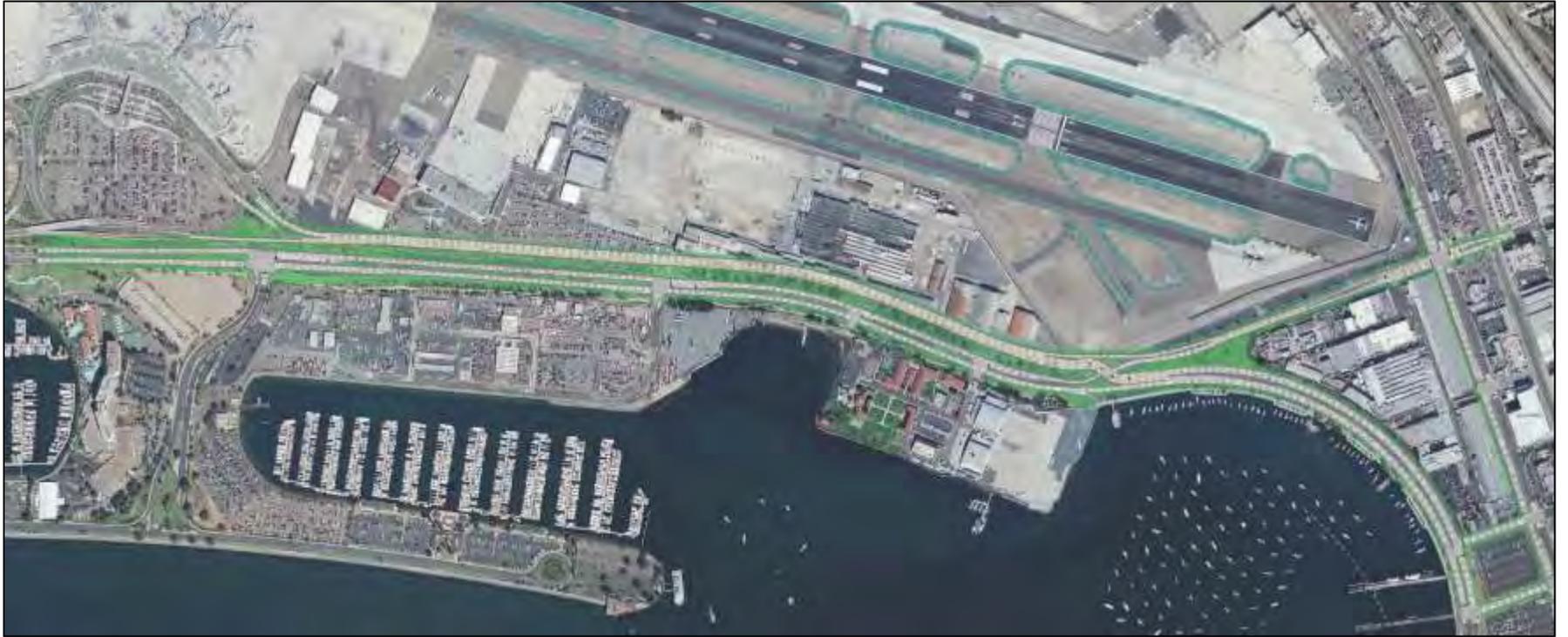
Alternative R2: Anchor Island Flyovers

(Eliminates access between Laurel St. & N. Harbor Dr.)



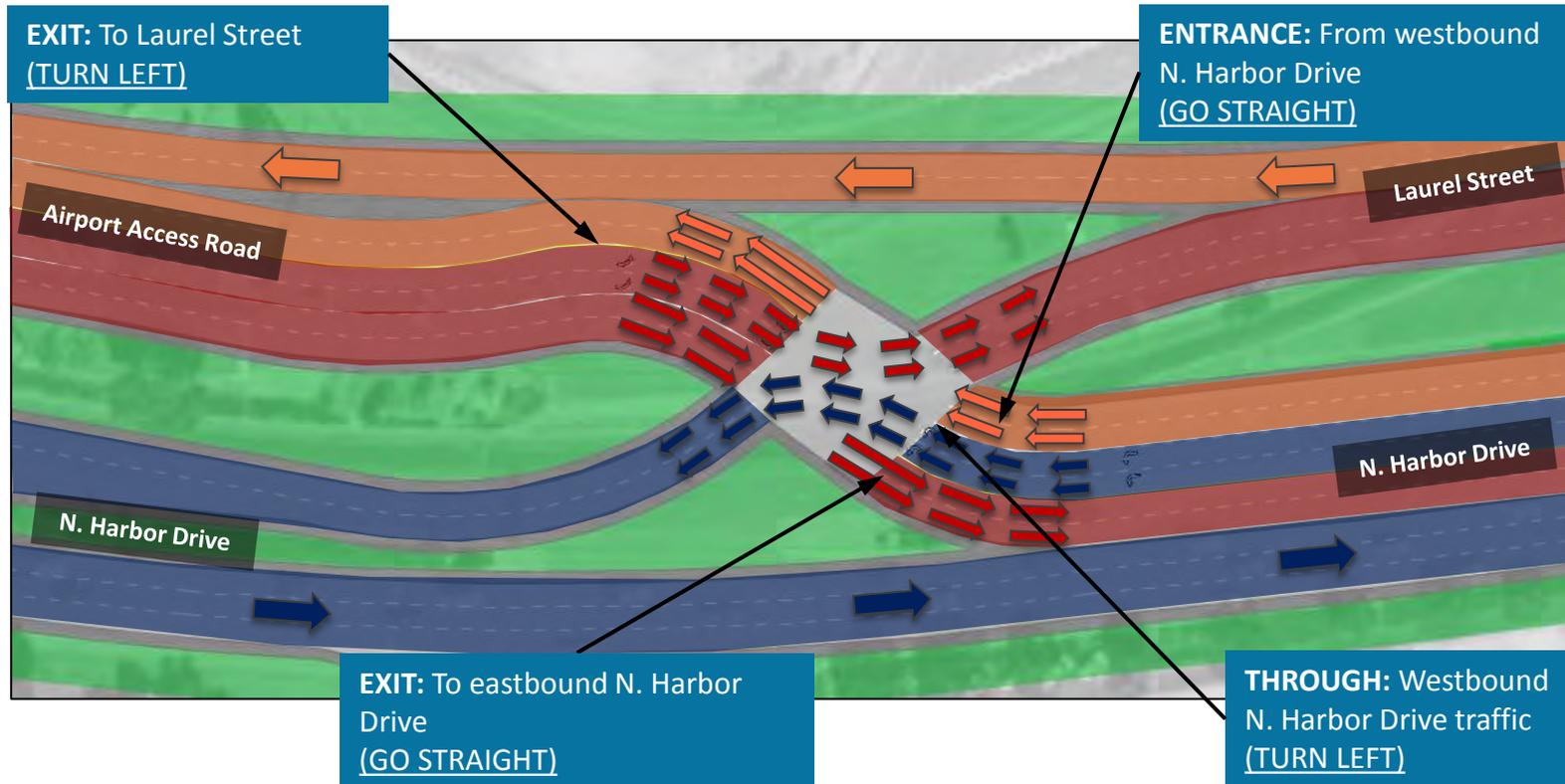
Price: \$40M

Alternative R3: Anchor Island Intersection (Eliminates Access between Laurel St. and N. Harbor Dr.)



Alternative R3: Anchor Island Intersection

(Eliminates Access between Laurel St. and N. Harbor Dr.)



Price: \$20M

Necessary Closures / Restrictions



Benefits of Alternatives

- ✓ Allows passengers to continue accessing the Airport as they do today
- ✓ Allows non-Airport traffic to flow more smoothly
- ✓ Removes the existing bottleneck at Laurel Street / N. Harbor Drive Intersection
- ✓ Improves environmental conditions around the Airport

Technical Team Evaluation

	Impacts to Off- Airport Traffic Flows	Environmental Impacts	Impacts to Airport Facilities	Visual Impacts	ROM Cost	Legend
ALT R1 Stacked Roadway	Preserves all existing traffic flows and removes signals	Improves environmental conditions; No impact to least terns	Uses about 10 acres of valuable airport land	½ mile long Elevated Roadway	\$85,000,000	Favorable
ALT R2 Anchor Island Flyovers	Eliminates movement to/from N. Harbor Dr. to Laurel			Two flyovers at Anchor Island	\$40,000,000	Moderate
ALT R3 Anchor Island Intersection	1) Eliminates movement to/from N. Harbor Dr. to Laurel 2) Signalized intersection			No flyovers	\$20,000,000	Negative

Next Steps

- Continue obtaining stakeholder input
- Refine alternatives and comparative analysis
- Obtain direction from Board for Preferred Alternative

QUESTIONS



SAN DIEGO
INTERNATIONAL AIRPORT
LET'S GO.



**SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY**

Meeting Date: **SEPTEMBER 17, 2015**

Subject:

Business and Travel Expense Reimbursement Reports for Board Members, President/CEO, Chief Auditor and General Counsel When Attending Conferences, Meetings, and Training at the Expense of the Authority

Recommendation:

For information only.

Background/Justification:

Authority Policy 3.30 (2)(b) and (4)(b) require that business expenses reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

Authority Policy 3.40 (2)(b) and (3)(b) require that travel expense reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

The attached reports are being presented to comply with the requirements of Policies 3.30 and 3.40.

Fiscal Impact:

Funds for Business and Travel expenses are included in the FY 2014-2015 Budget.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

Application of Inclusionary Policies:

Not applicable.

Prepared by:

TONY RUSSELL
DIRECTOR, CORPORATE & INFORMATION GOVERNANCE/AUTHORITY CLERK

TRAVEL REQUESTS

THELLA F. BOWENS

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

GENERAL INSTRUCTIONS:

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

1. TRAVELER:

Travelers Name: Thella F. Bowens Dept: 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, _____, 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: 8/20/15 PLANNED DATE OF DEPARTURE/RETURN: 1/8/16 / 1/11/16

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

Destination: Maui, HI Purpose: Attend AAAE Policy Review Committee and Board Meeting
 Explanation: NOTE: Per AAAE policy, airfare and hotel expenses are reimbursable for one meeting per year.

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$ 600.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 250.00
B. LODGING	\$ 1500.00
C. MEALS	\$ 400.00
D. SEMINAR AND CONFERENCE FEES	\$ 710.00
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
TOTAL PROJECTED TRAVEL EXPENSE	\$ 3510.00

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

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

GENERAL INSTRUCTIONS:

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

1. TRAVELER:

Travelers Name: Thella F. Bowens Dept: Exec Office BU6

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

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

2. DATE OF REQUEST: 8/26/15 PLANNED DATE OF DEPARTURE/RETURN: 11/7/15 / 11/13/15

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

Destination: Tokyo, Japan Purpose: Meeting with Japan Airlines and Attend Inamori Foundation Events

Explanation: _____

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

- AIRFARE \$ 5,000.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 200.00

B. LODGING \$ 1500.00

C. MEALS \$ 400.00

D. SEMINAR AND CONFERENCE FEES \$ _____

E. ENTERTAINMENT (If applicable) \$ _____

F. OTHER INCIDENTAL EXPENSES \$ 100.00

TOTAL PROJECTED TRAVEL EXPENSE \$ 7200.00

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

EXPENSE REPORTS

THELLA F. BOWENS

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

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

TRAVELER: Thella F. Bowers DEPT. NAME & NO. Executive Office/BU 8
 DEPARTURE DATE: 7/9/2015 RETURN DATE: 7/10/2015 REPORT DUE: 8/9/15
 DESTINATION: Monterey, 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)	\$439.80					7/8/15	7/10/15		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*						214.49			214.49
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (include tips pd.)	Breakfast*					26.24			26.24
	Lunch*					15.54			15.54
	Dinner*								0.00
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality ¹ *									0.00
Miscellaneous:									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
Total Expenses prepaid by Authority	439.80	0.00	0.00	0.00	0.00	256.27	0.00	0.00	256.27

Explanation:	Total Expenses Prepaid by Authority	439.80
	Total Expenses Incurred by Employee (including cash advances)	256.27
	Grand Trip Total	696.07
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	439.80
	Due Traveler (positive amount)²	256.27
	Due Authority (negative amount)³	256.27
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

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

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy⁴ and 3.30 - Business Expense Reimbursement Policy⁵ 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. Bowers Date: 20 July 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 Bowers Dept: 6
 Position: Board Member President/CEO Gen. Counsel Chief Auditor
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 4/30/15 PLANNED DATE OF DEPARTURE/RETURN: 7/9/15 / 7/10/15

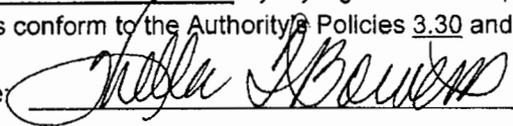
3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip– continue on extra sheets of paper as necessary):

Destination: Monterey, CA Purpose: Attend California Airports Council Board Meeting
 Explanation: _____

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:	
• AIRFARE	\$ 600.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 80.00
B. LODGING	\$ 450.00
C. MEALS	\$ 100.00
D. SEMINAR AND CONFERENCE FEES	\$
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
TOTAL PROJECTED TRAVEL EXPENSE	\$ 1280.00

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: 4/29/15

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 5/11/15 meeting.
 (Leave blank and we will insert the meeting date.)



SCHEDULE

California Airports Council – Board of Directors Meeting

July 9-10, 2015

Hyatt Regency Monterey – Pebble Beach Room

1 Old Golf Course Rd.

Monterey, CA

THURSDAY, JULY 9

5:45 P.M. Meet in hotel lobby and board shuttle to restaurant.

6:00 P.M. Fandango Restaurant
223 17th Street
Pacific Grove, CA
831.372.3456
Business Casual Attire

Please note that we will be dining in a private room upstairs with no elevator access.

FRIDAY, JULY 10

8:30 A.M. Full Breakfast in Pebble Beach Room

9:00 A.M. CAC Board Meeting

12:00 P.M. Adjournment and Lunch



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

ADD TO OUTLOOK

Wednesday, 10 JUN 2015 04:50 PM EDT

Passengers: THELLA BOWENS (06)

Agency Reference Number: ANAETG

Click here to view your current itinerary or ETicket receipt on-line: tripcase.com

United Airlines Confirmation AM3H9C

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt
 Be sure to visit www.traveltrust.com for additional travel information

THURSDAY, 9 JUL 2015

United Airlines
 Operated By: /SKYWEST DBA UNITED EXPRESS
Flight Number: 6321 **Class:** K-Coach/Economy
From: San Diego CA, USA **Depart:** 07:56 AM
To: Los Angeles CA, USA **Arrive:** 08:52 AM
Stops: Nonstop **Duration:** 0 hour(s) 56 minute(s)
Seats: 08B **Status:** CONFIRMED **Miles:** 98 / 157 KM
Equipment: E7W/AIR
 DEPARTS SAN TERMINAL 2 - ARRIVES LAX TERMINAL 8
 Frequent Flyer Number: ██████████
United Airlines Confirmation number is AM3H9C

THURSDAY, 9 JUL 2015

United Airlines
 Operated By: /SKYWEST DBA UNITED EXPRESS
Flight Number: 5305 **Class:** K-Coach/Economy
From: Los Angeles CA, USA **Depart:** 11:26 AM
To: Monterey/Carmel CA, USA **Arrive:** 12:45 PM
Stops: Nonstop **Duration:** 1 hour(s) 19 minute(s)
Seats: 02C **Status:** CONFIRMED **Miles:** 267 / 427 KM
Equipment: CRJ-Canadair Regional Jet
 DEPARTS LAX TERMINAL 8
 Frequent Flyer Number: ██████████
United Airlines Confirmation number is AM3H9C

SUNDAY, 12 JUL 2015

United Airlines
 Operated By: /SKYWEST DBA UNITED EXPRESS
Flight Number: 5371 **Class:** K-Coach/Economy
From: Monterey/Carmel CA, USA **Depart:** 10:39 AM
To: Los Angeles CA, USA **Arrive:** 12:00 PM
Stops: Nonstop **Duration:** 1 hour(s) 21 minute(s)
Seats: 02C **Status:** CONFIRMED **Miles:** 267 / 427 KM
Equipment: CRJ-Canadair Regional Jet
 ARRIVES LAX TERMINAL 8
 Frequent Flyer Number: ██████████

United Airlines Confirmation number is AM3H9C



United Airlines
Operated By: /SKYWEST DBA UNITED EXPRESS
Flight Number: 6333
Class: K-Coach/Economy
From: Los Angeles CA, USA
Depart: 01:25 PM
To: San Diego CA, USA
Arrive: 02:21 PM
Stops: Nonstop
Duration: 0 hour(s) 56 minute(s)
Seats: 08C
Status: CONFIRMED
Miles: 98 / 157 KM
Equipment: CRJ-700 Canadair Regional Jet
DEPARTS LAX TERMINAL 8 - ARRIVES SAN TERMINAL 2
Frequent Flyer Number: [REDACTED]
United Airlines Confirmation number is AM3H9C

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 - AM3H9C

Ticket/Invoice Information

Ticket for: THELLA BOWENS
Date issued: 6/10/2015 Invoice Nbr: 5345271
Ticket Nbr: UA7604018780 Electronic Tkt: Yes Amount: 195.20
Base: 139.54 US Tax: 10.46 USD XT Tax: 45.20 USD
Charged to: [REDACTED]

Service fee: THELLA BOWENS
Date issued: 6/10/2015
Document Nbr: XD0648511623 Amount: 30.00
Charged to: [REDACTED]

Total Tickets: 195.20
Total Fees: 30.00
Total Amount: 225.20

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.

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.

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.



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

ADD TO OUTLOOK

Wednesday, 8JUL 2015 05:53 PM EDT

Passengers: THELLA BOWENS (06)

Agency Reference Number: TWTLYT

Click here to view your current itinerary or ETicket receipt on-line: tripcase.com

United Airlines Confirmation AKWKYF

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt
 Be sure to visit www.traveltrust.com for additional travel information

AIR Friday, 10JUL 2015

United Airlines
 Operated By: /SKYWEST DBA UNITED EXPRESS
Flight Number: 5355 **Class:** S-Coach/Economy
From: Monterey/Carmel CA, USA **Depart:** 01:20 PM
To: Los Angeles CA, USA **Arrive:** 02:41 PM
Stops: Nonstop **Duration:** 1 hour(s) 21 minute(s)
Seats: 08C **Status:** CONFIRMED **Miles:** 267 / 427 KM
 Equipment: CRJ-Canadair Regional Jet
 ARRIVES LAX TERMINAL 8
 Frequent Flyer Number:

United Airlines Confirmation number is AKWKYF

AIR Friday, 10JUL 2015

United Airlines
 Operated By: /SKYWEST DBA UNITED EXPRESS **Flight Number:** 6338 **Class:** S-Coach/Economy
From: Los Angeles CA, USA **Depart:** 04:26 PM
To: San Diego CA, USA **Arrive:** 05:21 PM
Stops: Nonstop **Duration:** 0 hour(s) 55 minute(s)
Seats: 09B **Status:** CONFIRMED **Miles:** 98 / 157 KM
 Equipment: CRJ-700 Canadair Regional Jet
 DEPARTS LAX TERMINAL 8 - ARRIVES SAN TERMINAL 2
 Frequent Flyer Number:

United Airlines Confirmation number is AKWKYF

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

Ticket/Invoice Information

Ticket for: THELLA BOWENS
 Date issued: 7/8/2015 Invoice Nbr: 5348191



HYATT
REGENCY

Hyatt Regency Monterey Hotel & Spa
on Del Monte Golf Course
1 Old Golf Course Road
Monterey, CA, USA 93940-4908
Tel: 831-372-1234
Fax: 831-375-3960
monterey.hyatt.com

INFORMATION INVOICE

Payee Thella Bowens
Po Box 82776 San Diego Intl Airport
San Diego CA 92138

Room No. 0925
Arrival. 07/09/15 Thu
Departure 07/10/15 Fri
Page No. 1 of 1
Folio Window
Folio 1
Invoice

Membership [REDACTED]
Bonus Code
Confirmation No. 61466133-1
Group Name CAAC

Date	Description	Charges	Credits
07/09	- Fireplace Lunch Food	15.54	- RECEIPT ATTACHED
07/09	Package Room	190.00	} \$214.49
07/09	Occupancy Tax 10.0%	19.00	
07/09	CA Assessment	0.45	
07/09	Monterey County Fee	2.00	
07/09	Monterey CCFD Tax 1.6%	3.04	
07/10	American Express		-230.03

Total 230.03 -230.03

Balance -0.00

Guest Signature

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. If I do not check out in the Lounge with a host, I authorize the hotel to process all charges incurred during the stay to the credit card I presented at the time of check-in.

Please direct any billing inquiries/concerns to:
Email: na.customerservice@hyatt.com
Phone: 1-888-472-2870

**RECEIPTS FROM TRAVEL TO MONTEREY, CA
JULY 9-10, 2015 - THELLA F. BOWENS**

^^[FireLogo]
HYATT REGENCY MONTEREY
LIVE JAZZ EVERY WEEKEND

312 DAVID 4

51 /2 9415
JUL09'15 1:13PM

1 F-CHX TENDERS	12.00
*\$ SVC CHG/TIPS	2.50
925/Bowens	
*#ROOM CHARGE	15.54
FOOD SALES	12.00
*SERVICE CHRG	2.50
*TAX	1.04
TOTAL PAID\$	15.54

312 CLOSED JUL09 2:10PM

Mission Bar & Grill SFO
Terminal 3 Boarding Area E
San Francisco, CA 94128
650-821-8304

Date: Jul09'15 09:27AM
Card Type:
Acct #: XXXXXXXXXXXX
Card Entry: SWIPED
Trans Type: PURCHASE
Trans Key: BIB004914537669
Auth Code: 529994
Check: 1474
Table: 30/1
Server: 1018 Katrina

Subtotal: 22.24
Gratuity: 4.00
Total: 26.24

Signature: *Thella F. Bowens*

*** Customer Copy ***

Mission Bar & Grill SFO
Terminal 3 Boarding Area E
San Francisco, CA 94128
650-821-8304

1018 Katrina

Tbl 30/1	Chk 1474	Gst 1
	JUL09'15 09:05AM	

1 Orange Juice	5.00
1 Mission Breakfst No Bread	14.00
1 \$Cheese	1.00
Subtotal	20.00
Tax	1.84
2% SFO Emp	0.40
09:08AM Total	22.24

Thank you for dining with us.

BRETON LOBNER

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: 7/9/2015 RETURN DATE: 7/10/2015 REPORT DUE: 8/9/15
 DESTINATION: Chicago

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)	483.00					7/9/15	7/10/15	7/11/15	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
Tax and/or Shuttle Fare (include tips pd.)*						3.00	5.00		8.00
Hotel*	278.20					49.00			49.00
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (Include tips pd.)							8.93		8.93
Breakfast*									
Lunch*						23.26	9.75		33.01
Dinner*							10.60		10.60
Other Meals*									0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality ^{1*}									0.00
Miscellaneous: Travel trust fee									0.00
Baggage fee									0.00
*Provide detailed receipts									0.00
Total Expenses prepaid by Authority	781.20	0.00	0.00	0.00	0.00	75.26	34.28	0.00	109.54

Explanation:	Total Expenses Prepaid by Authority	781.20
	Total Expenses Pd. by Employee (including cash advances)	109.54
	Grand Trip Total	870.74
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	781.20
	Due Traveler (positive amount)²	
Due Authority (negative amount)³	109.54	
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

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

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy⁴ and 3.30 - Business Expense Reimbursement Policy⁵ 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 Riles Ext.: x2424
 Traveler Signature: Breton Lobner Date: 8-12-15
 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: 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: 5/27/15 PLANNED DATE OF DEPARTURE/RETURN: 7/9/15 / 7/10/2015

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

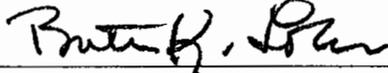
Destination: Chicago, IL Purpose: 2015 Legal Steering Group Meeting
Explanation: Meeting of ACI-NA Legal Affairs Steering Group

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$	<u>560.00</u>
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	<u> </u>
B. LODGING	\$	<u>500.00</u>
C. MEALS	\$	<u>100.00</u>
D. SEMINAR AND CONFERENCE FEES	\$	<u> </u>
E. ENTERTAINMENT (If applicable)	\$	<u> </u>
F. OTHER INCIDENTAL EXPENSES	\$	<u> </u>
TOTAL PROJECTED TRAVEL EXPENSE	\$	<u> </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:  Date: 5-27-15

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, 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 6/15/15 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

Thursday, 26JUN 2015 07:49 PM EDT

Passengers: BRETON LOBNER (19)

Agency Reference Number: KBFHBC

Click here to view your current itinerary or ETicket receipt on-line: tripcase.com

Southwest Airlines Confirmation HGK4WZ

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt
 Be sure to visit www.traveltrust.com for additional travel information

AFR	Thursday, 9JUL 2015	
Southwest Airlines	Flight Number: 0516	Class: H-Coach/Economy
From: San Diego CA, USA	Depart: 11:40 AM	
To: Chicago Midway IL, USA	Arrive: 05:35 PM	
Stops: Nonstop	Duration: 3 hour(s) 55 minute(s)	Miles: 1719 / 2750 KM
Equipment: Boeing 737 Jet	Status: CONFIRMED	
DEPARTS SAN TERMINAL 1		
FREQUENT FLYER NUMBER		
Southwest Airlines Confirmation number is HGK4WZ		

AFR	Friday, 10JUL 2015	
Southwest Airlines	Flight Number: 1802	Class: O-Coach/Economy
From: Chicago Midway IL, USA	Depart: 08:45 PM	
To: San Diego CA, USA	Arrive: 10:55 PM	
Stops: Nonstop	Duration: 4 hour(s) 10 minute(s)	Miles: 1719 / 2750 KM
Equipment: Boeing 737 Jet	Status: CONFIRMED	
ARRIVES SAN TERMINAL 1		
FREQUENT FLYER NUMBER		
Southwest Airlines Confirmation number is HGK4WZ		

THIS TICKET IS NON-REFUNDABLE AND MUST BE USED FOR THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED OR CANCELLED BEFORE THE DEPARTURE OF YOUR FLIGHTS IT MAY HAVE NO VALUE. CONTACT TRAVELTRUST BEFORE YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY. SOUTHWEST AIRLINES CONFIRMATION NUMBER - HGK4WZ

Ticket/Invoice Information

Ticket for: BRETON LOBNER
 Ticket Nbr: WN2121169606 Electronic Tkt: No Amount: 453.00
 Base: 395.16 Tax: 57.84
 Charged to: AX*****

Service fee: BRETON LOBNER
Date issued: 6/25/2015
Document Nbr: XD0649081613 Amount: 30.00
Charged to: AX*****

Total Tickets: 453.00
Total Fees: 30.00
Total Amount: 483.00

Click here 24 hours in advance to obtain boarding passes:
[SOUTHWEST](#)

Click here to review Baggage policies and guidelines:
[SOUTHWEST](#)

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.

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 882-233-1914 or the collect number 882-647-0061.

Each call is billable at a minimum \$25.00.



AIRPORTS COUNCIL INTERNATIONAL - NA
 1615 L Street N.W., Suite 300
 Washington, DC 20036
 Phone: (202) 293 8500
 Fax : (202) 331-1362
 E-Mail: postmaster@aci-na.org

Invoice No. 40918

*Lunch
7/9/15*

Invoice

Sold To: Mr. Breton K. Lobner
 General Counsel
 San Diego County Regional Airport Authority
 3225 N. Harbor Drive
 San Diego, CA 92101

Ship To: Mr. Breton K. Lobner
 General Counsel
 San Diego County Regional Airport Authority
 3225 N. Harbor Drive
 San Diego, CA 92101

Account No.		Purchase Order No.		Order Date	Order Number	Terms	Invoice Date	Shipping Method	
1039				7/20/2015	78456	Net 30 Days	7/20/2015	United States Postal Service	
Qty Ordered	Qty Shipped	Back-Ordered	Item Code Description				Unit Price	Extended Price	
1	1		Z5740-30-800 Legal Committee Steering Group Lunch 7/10/15 Chicago, IL				23.26	23.26	
Line Item Total		Freight	Handling	Restocking/ Cancellation Fee	Tax	Subtotal	Amount Received	Amount Due	
23.26						23.26		23.26	

Mail check with invoice to:
 Airports Council International - NA
 PO Box 5007, Client ID 500025
 Merrifield, VA 22116-5007

Or pay by credit card, fax to 202-478-0889 Attn: Meetings

CREDIT CARD: Visa Master Card Amex

Credit Card Number:

Expiration Date: /

Name as it appears on card: _____

Signature: _____

Thank you for your prompt payment

[REDACTED]

Sub Total \$882.79
Tax \$92.69
Total \$975.48

REF#: G456277006

Remember Kinzie Chophouse for your private
events and parties.
HAVE A GREAT DAY!

www.kinziechophouse.com
N e t P O S

7/10

Breakfast

Lunch

Einstein Bros Bagels
Store # 3505
400 N. Dearborn St
312-755-0413

BRET

Host: Order	07/10/2015
Cashier: Shanpreta	
BRET	8:38 AM
	30064
Order Type: Eat In	
Nova Lox Sandwich Ala Crt	6.99
House Coffee, Med	1.99
Senior Discount	-0.90
Subtotal	8.08
Tax	0.85
Eat In Total	8.93
VISA #XXXXXXXXXXXX	8.93
Auth:05102D	

SIGNATURE : _____

\$2 OFF ANY LUNCH SANDWICH
Hot or Signature Lunch
Offer good for 7 days from
Date on receipt. PLU 8888
Not Valid with Other Offers.

--- Check Closed ---

Miller's Pub
Chicago's Midway Airport
Thank You & Enjoy your Flight!
7/10/2015 19:19

Miller's Pub

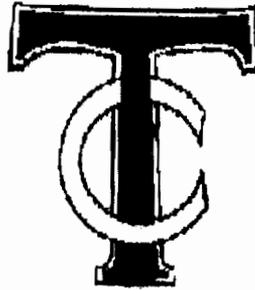
Check: 7123160
Server: Unknown
Terminal: 712

Regular	
1 Cheese Burger	9.59
AM Cheese	
Subtotal	9.59
Tax	1.01
Total	10.60
Cash	20.00
Change	9.40
GRAND TOTAL	10.60

12 C4806 7/10/2015 19:19

Questions or Comments?
Please Call
(773) 582-4450

7/10
Dinner



TORTOISE CLUB
350 N. State
Chicago, IL
(312)755-1700

Check 24 Table 408
Patrick U. 7/10/2015
Guests 1 4:33 PM

Stella Artois 6.00
6 \$1 Oysters (1.00) 6.00
3 \$1 Shrimp (1.00) 3.00

Subtotal 15.00
Tax 1.58

TOTAL 16.58

BALANCE DUE 16.58

JOIN US FOR SUMMER AT THE CLUB

Patio Pitchers

Off-the-Grill Thursday Specials

Summer-Inspired Entree Items

New Appetizers & Small Bites

TORTOISE CLUB

Classic American Fare

Chicago Inspired

TIPS

7/9-7/10

\$300

Use of the Venra ticket constitutes acceptance of the terms and conditions of the User Agreement, including amendments, which can be found at ventrachicago.com or by calling 1.877.NOW.VENTRA (1.877.669.8368).

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ED-14-48

\$300

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ED-14-48

Agenda for ACI-NA Legal Committee Steering Group
Friday, July 10, 2015
Offices of Foley & Lardner
Chicago, Illinois
9:30 AM-4:00 PM

- 9:30-9:45 I. Welcome and Introduction of Incoming Member by Leadership:**
Chair: Emily Neuberger, Vice Chair: Ray Ilgunas
- 9:45-10:15 II. A. Report on ACI-NA Initiatives on Air Service Incentives and Regulatory Reform (Use of Non-Aeronautical Airport Land)**
B. A4A letter raising challenges to the use of “per turn” charges for low frequency carriers
Tom Devine
- 10:15-11:00 III. Report/Discussion on Results of Surveys from Spring Legal Conference**
Emily Neuberger, Ray Ilgunas, Tom Devine
- 11:00-11:15 IV. Report on Spring 2016 Legal Conference Venue and Follow-up Discussion on Site for Spring 2017 Legal Conference**
- 11:15-11:45 V. Reports by Liaisons from Steering Group to Industry Groups and Other ACI-NA Committees**
- 11:45 AM – 1:00 PM Lunch/Discussion of Potential New Steering Group Members**
- 1:00-3:30 VI. Discussion of Potential Sessions for Fall 2015 Meeting**
- A. Standard Sessions**
 - a. FAA Update
 - b. TSA Update
 - c. Litigation Update –
 - d. Airport Law Roundtable
 - B. Topics raised in prior planning meetings:**
 - i. How Can Airports Adapt to Changes in the Rental Car Industry?**
 - a. Aggressiveness in rental car company demands

- b. Desire to share space with affiliated car-sharing services (e.g., Enterprise Car Share, Zip Car, Hertz on Demand)
- c. Competition from non-affiliated car sharing services

Potential Moderator: Pierre Gagnon

Potential speaker: Marco Kunz (SLC)

ii. Basics of law relating to non-aeronautical development and non-Terminal aeronautical buildings

- a. Obtaining necessary FAA approvals, including ALP revisions,
- b. Real estate transactions that developers and the FAA would/would not consider for airports, dealing with the FAA on non-aeronautical development,
- c. best practices,
- d. realities of establishing rental rates for facilities such as hangars and other non-Terminal facilities.

Potential moderators: Tim Karaskiewicz and Jeff Letwin.

Potential speakers: Official from Majestic Development Co; a banker on what they would need from the airport, in order to provide funding; airline official (on the issue of establishing rental rates for non-Terminal airline facilities); FAA(?).

iii. Promoting inclusiveness in airport procurement/contracting, in the wake of various statutory, constitutional or judicial prohibitions

iv. Noise News - Is 55 the new 65 (DNL)?

- 1. Legal ramifications of potential lowering of FAA standards for noise non-compatibility

v. Update on Grounded Transportation Issues?

- 1. Update on ride-booking (Uber/Lyft) and car-sharing (RelayRides/FlightCar) issues

C. Other Topics

3:30 -4:00 VII. Additional Business

4:00 VIII. Adjourn