

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
EXECUTIVE-FINANCE COMMITTEE MEETING MINUTES
MONDAY, OCTOBER 24, 2022
BOARD ROOM**

CALL TO ORDER: Chair Cabrera called the regular meeting of the Executive-Finance Committee to order at 9:00 a.m., on Monday, October 24, 2022, in the Board Room of the San Diego International Airport, Administration Building, 3225 N Harbor Drive, San Diego, CA 92101.

ROLL CALL:

Executive Committee

Present: Committee Members: Cabrera (Chair), Robinson

Absent: Committee Members: Casillas Salas

Finance Committee

Present: Committee Members: McNamara, Schiavoni (Chair), Sly

Absent: Committee Members: von Wilpert

Also Present: Kim Becker, President/CEO; Amy Gonzalez, General Counsel; Tony R. Russell, Director, Board Services/Authority Clerk; Arely Valenzuela, Assistant Authority Clerk I

NON-AGENDA PUBLIC COMMENT: None.

NEW BUSINESS:

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the September 26, 2022, regular meeting.

ACTION: Moved by Board Member Robinson and seconded by Chair Cabrera to approve staff's recommendation. Motion carried unanimously noting Board Member Casillas Salas as ABSENT.

FINANCE COMMITTEE NEW BUSINESS:

2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2022:

Elizabeth Stewart, Director, Accounting, provided a presentation on the Unaudited Financial Statements for the three months ended September 30, 2022, that included Enplanements, Landed Weights, Operating Revenue and Expenses, Nonoperating Revenue and Expenses, and Statement of Net Position.

Chair Cabrera and Board Member Schiavoni requested to know if the increase in concession revenue is a result of an increase in prices or if travelers are purchasing more.

RECOMMENDATION: Forward this item to the Board with a recommendation for acceptance.

ACTION: Moved by Board Member McNamara and seconded by Board Member Schiavoni to approve staff's recommendation. Motion carried unanimously noting Board Member von Wilpert as ABSENT.

3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF SEPTEMBER 30, 2022:

Geoff Bryant, Manager, Airport Finance, provided a presentation on the Investment Report as of September 30, 2022, that included Portfolio Characteristics, Sector Distribution, Quality and Maturity Distribution, Investment Performance, and Bond and Short-Term Debt Proceeds.

ACTION: Moved by Board Member McNamara and seconded by Board Member Sly to approve staff's recommendation. Motion carried unanimously noting Board Member von Wilpert as ABSENT.

4. UPDATE ON REVOLVER DRAWS AND OUTSTANDING BALANCE:

Geoff Bryant, Manager, Airport Finance, provided an update on the Revolver Draws and Outstanding Balance that included the Revolving Credit Facility Balances.

EXECUTIVE COMMITTEE NEW BUSINESS:

5. **PRE-APPROVAL OF TRAVEL REQUESTS AND APPROVAL OF BUSINESS AND TRAVEL EXPENSE REIMBURSEMENT REQUESTS FOR BOARD MEMBERS, THE PRESIDENT/CEO, THE CHIEF AUDITOR AND GENERAL COUNSEL:**

RECOMMENDATION: Pre-approve travel requests and approve Business and Travel Expense Reimbursement Requests.

ACTION: Moved by Board Member Robinson and seconded by Chair Cabrera to approve staff's recommendation. Motion carried unanimously, noting Board Member Casillas Salas as ABSENT.

REVIEW OF FUTURE AGENDAS:

6. **REVIEW OF THE DRAFT AGENDA FOR THE NOVEMBER 3, 2022, BOARD MEETING:**

Kim Becker, President/CEO, provided an overview of the November 3, 2022, draft Board meeting agenda.

7. **REVIEW OF THE DRAFT AGENDA FOR THE NOVEMBER 3, 2022, AIRPORT LAND USE COMMISSION MEETING:**

Kim Becker, President/CEO, provided an overview of the November 3, 2022, draft Airport Land Use Commission meeting agenda.

WORKSHOP:

8. **REVIEW OF PROPOSED AMENDMENTS TO AUTHORITY CODES & POLICIES:**

Tony R. Russell, Director, Board Services/Authority Clerk, provided a presentation with a summary of the amendments to Authority Codes and Policies.

Jana Vargas, Director, Procurement, provided a presentation with a summary of the amendments to Authority Policies 5.01 and 5.02.

RECOMMENDATION: Review proposed amendments, provide possible direction to staff, and forward to the Board with a recommendation for approval.

Chair Cabrera requested further clarification of the requirements for code 7.14 Filming and Photography to address whether people taking videos/pictures on their cell phones are required to obtain a filming permit.

Chair Cabrera requested clarification regarding the payment for relocation cost associated with Policy 3.31 Senior Level Relocation Program.

Board Member Schiavoni requested that staff look into the use of the word "under resourced" vs "disadvantaged" in regards to Policy 8.21 Surplus Materials and Equipment.

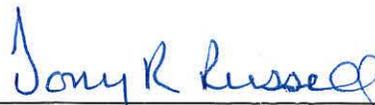
ACTION: Moved by Board Member Robinson and seconded by Chair Cabrera to approve staff's recommendation. Motion carried unanimously, noting Board Member Casillas Salas as ABSENT.

COMMITTEE MEMBER COMMENTS: None.

ADJOURNMENT: The meeting adjourned at 10:02 a.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY EXECUTIVE COMMITTEE THIS 22nd DAY OF DECEMBER 2022.

ATTEST:



TONY R. RUSSELL
DIRECTOR, BOARD SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:



AMY GONZALEZ
GENERAL COUNSEL