

**DRAFT
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
SPECIAL BOARD AND EXECUTIVE AND FINANCE COMMITTEE MEETING
MINUTES
THURSDAY, MARCH 21, 2013
SAN DIEGO INTERNATIONAL AIRPORT
BOARD ROOM**

CALL TO ORDER:

Chair Gleason called the Special Board Meeting and Executive and Finance Committee meeting to order at 9:04 a.m., Thursday, March 21, 2013, in the Board Room of the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.

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

ROLL CALL:

Board

Present:	Board Members:	Alvarez, Cox, Gleason, Hubbs, Robinson, Sessom, Smisek
Absent:	Board Members:	Berman (Ex Officio), Boland, Desmond, Reyes (Ex Officio)

Executive Committee

Present:	Committee Members:	Gleason, Robinson, Smisek
Absent:	Committee Members:	None

Finance Committee

Present:	Committee Members:	Alvarez, Cox, Hubbs, Robinson, Sessom
Absent:	Committee Members:	None

Also Present: Angela Shafer-Payne, Vice President, Planning & Operations, Breton K. Lobner, General Counsel; Tony R. Russell, Director, Corporate Services/Authority Clerk; Sara Real, Assistant Authority Clerk I

NON-AGENDA PUBLIC COMMENT - None

NEW BUSINESS

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the February 25, 2013, regular meeting.

ACTION: Moved by Board Member Smisek and seconded by Board Member Robinson to accept staff's recommendation. Motion carried unanimously.

FINANCE COMMITTEE NEW BUSINESS

2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 2013:

Vernon Evans, Vice President, Finance/Treasurer, and Kathy Kiefer, Director, Accounting, provided a presentation on the Unaudited Financial Statements for the Eight Months Ended February 28, 2013, which included Enplanements, Gross Landing Weight Units, Car Rental License Fees, Parking Revenue, Operating Revenues for the Month Ended February 28, 2013, Financial Summary for the Month Ended February 28, 2013, Monthly Operating Revenue, Fiscal Year 2013; Monthly Operating Expenses, Fiscal Year 2013; and Balance Sheets.

Chair Gleason requested that staff provide the Board with a spreadsheet regarding debt service that shows actual payments, identifying what is being expensed and what is being capitalized.

RECOMMENDATION: Receive the report.

3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF FEBRUARY 28, 2013:

Scott Brickner, Director, Financial Planning and Budget, provided a presentation on the Authority's Investment Report as of February 28, 2013, which included the Total Portfolio Summary, Portfolio Composition by Security Type, Portfolio Composition by Credit Rating, Portfolio Composition by Maturity Distribution, Benchmark Comparison, Details of Security Holdings, Portfolio Investment Transactions, Bond Proceeds Summary, and Bond Proceeds Investment Transactions.

RECOMMENDATION: Receive the report.

ACTION: Moved by Board Member Robinson and seconded by Board Member Alvarez to accept Items 2 and 3. Motion carried unanimously.

EXECUTIVE COMMITTEE NEW BUSINESS

4. 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 Smisek and seconded by Board Member Robinson to accept staff's recommendation. Motion carried unanimously.

REVIEW OF FUTURE AGENDAS

5. REVIEW OF THE DRAFT AGENDA FOR THE APRIL 4, 2013, BOARD MEETING:

Angela Shafer-Payne, Vice President, Planning & Operations, provided an overview of the draft agenda for the April 4, 2013 Board Meeting.

Ms. Shafer-Payne requested that an item be added to the agenda regarding substitution of a subcontractor for a Terminal 2 East project with Soltek.

In regards to the Ground Transportation update, Chair Gleason requested that staff address the guarantees that were made in terms of cost savings promised by Ace Parking. He also requested that the same amount of detail in the last update be included in this one.

In response to Board Member Cox regarding an item pertaining to Harbor Police expenses, Chair Gleason requested that it be added to the agenda.

6. REVIEW OF THE DRAFT AGENDA FOR THE APRIL 4, 2013, AIRPORT LAND USE COMMISSION MEETING:

Angela Shafer-Payne, Vice President, Planning & Operations, provided an overview of the draft agenda for the April 4, 2013 Airport Land Use Commission Meeting.

In regards to Item 7, update on the development of the SDIA Airport Land Use Compatibility Plan, Board Member Hubbs requested an update on moving the City General Plan through the Coastal Commission and whether or not it was approved.

Breton Lobner, General Counsel, notified the Committee that Item 3, consistency determination regarding a solar energy facility, may be exempt and might be removed from the agenda after further review.

ACTION: Moved by Board Member Robinson and seconded by Board Member Smisek to approve Items 5 and 6, as amended. Motion carried unanimously.

BOARD BUSINESS

7. AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE TASK/WORK AUTHORIZATIONS WITH THE CONSTRUCTION MANAGER-AT-RISK, AUSTIN/SUNDT, A JOINT VENTURE, ASSOCIATED WITH THE RENTAL CAR CENTER:

Bryan Enarson, Vice President, Development, provided an overview of the staff report.

In response to Chair Gleason regarding an update on coastal development permits, Mr. Enarson stated that they are still pending with the Coastal Commission.

RECOMMENDATION: Adopt Resolution No. 2013-0032, authorizing the President/CEO to negotiate and execute Task/Work Authorizations not-to-exceed ten million dollars (\$10,000,000) to allow certain time-sensitive preliminary activities/work elements associated with the Rental Car Center (RCC).

ACTION: Moved by Board Member Robinson and seconded by Board Member Smisek to accept staff's recommendation. Motion carried by the following vote: YES – Alvarez, Cox, Gleason, Hubbs, Robinson, Sessom, Smisek; NO – None; ABSENT – Boland, Desmond. (Weighted Vote Points: YES – 75; NO – 0; ABSENT – 25).

COMMITTEE MEMBER COMMENTS

Chair Gleason requested that staff provide the Board with maps showing the phased openings of the Green Build and the concessions.

Chair Gleason requested that the list of Advisory Committee members, as well as the bio of Oris Dunham, be provided in the Board packet.

In response to Chair Gleason regarding sequester impacts, Angela Shafer-Payne, Vice President, Planning & Operations, stated that there are potential furlough impacts at the tower which are being closely monitored. She stated that the local Transportation Security Administration has not currently been impacted but overtime is being supervised. She further stated that Customs & Border Protection, who handle the cruise ship terminal as well as cargo operation, will begin furloughing employees in mid-April that will impact the flow of international passenger traffic. She stated that the airlines are developing strategies to

address this, and Authority staff are looking at options to make the longer wait more comfortable for passengers.

ADJOURNMENT

The meeting was adjourned at 9:51 a.m. The next meeting of the Executive and Finance Committee will be held on Monday, April 22, 2013, at 9:00 a.m. in the Board Room at the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.

APPROVED BY A MOTION OF THE EXECUTIVE COMMITTEE OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY THIS 22nd DAY OF APRIL, 2013.

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL