

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY



## BOARD MEMBERS

DAVID ALVAREZ  
LAURIE BERMAN\*  
BRUCE R. BOLAND  
GREG COX  
JIM DESMOND  
COL. JOHN FARNAM\*  
ROBERT H. GLEASON  
LLOYD B. HUBBS  
ERAINA ORTEGA\*  
PAUL ROBINSON  
MARY SESSOM  
TOM SMISEK

\* EX OFFICIO BOARD MEMBERS

PRESIDENT/CEO  
THELLA F. BOWENS

## SPECIAL BOARD MEETING and EXECUTIVE/FINANCE COMMITTEE AGENDA

Monday, October 28, 2013  
9:00 A.M.

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

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. If comments are made to the Committee 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. ***Please note that agenda items may be taken out of order.***

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

**\*NOTE:** This Committee Meeting also is noticed as a Special Meeting of the Board to (1) foster communication among Board members in compliance with the Brown Act; and (2) preserve the advisory function of the Committee.

Board members who are not members of this Committee may attend and participate in Committee discussions. Since sometimes more than a quorum of the Board may be in attendance, to comply with the Brown Act, this Committee meeting also is noticed as a Special Meeting of the Board.

To preserve the proper function of the Committee, only members officially assigned to this Committee are entitled to vote on any item before the Committee. This Committee only has the power to review items and make recommendations to the Board. Accordingly, this Committee cannot, and will not, take any final action that is binding on the Board or the Authority, even if a quorum of the Board is present.

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.***

---

## **CALL TO ORDER**

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

### *Board*

Board Members: Alvarez, Berman (Ex-Officio), Boland, Cox, Desmond, Farnam (Ex-Officio), Gleason (Chair), Hubbs, Ortega (Ex-Officio), Robinson, Sessom, Smisek

### *Executive Committee*

Committee Members: Gleason (Chair), Robinson, Smisek

### *Finance Committee*

Committee Members: Alvarez, Cox (Chair), Hubbs, Robinson, Sessom

## **NON-AGENDA PUBLIC COMMENT**

Non-Agenda Public Comment is reserved for members of the public wishing to address the Board/Committee on matters for which another opportunity to speak **is not provided on the Agenda**, and which is within the jurisdiction of the Board/Committee. 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.

## **FINANCE COMMITTEE NEW BUSINESS**

- 1. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2013 AND 2012:**  
RECOMMENDATION: Forward to the Board for approval.  
Presented by Vernon Evans, Vice President, Finance/Treasurer and Kathy Kiefer, Director, Accounting
- 2. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF SEPTEMBER 30, 2013:**  
RECOMMENDATION: Forward to the Board for approval.  
Presented by Scott Brickner, Director, Financial Planning and Budget

3. **RENTAL CAR CENTER BOND ISSUANCE UPDATE:**  
RECOMMENDATION: Receive the report.  
Presented by Vernon Evans, Vice President, Finance/Treasurer
4. **CONCESSION DEVELOPMENT PROGRAM UPDATE:**  
RECOMMENDATION: Receive the report.  
Presented by Nyle Marmion, Manager, Concession Development

**EXECUTIVE COMMITTEE NEW BUSINESS**

5. **APPROVAL OF MINUTES:**  
RECOMMENDATION: Approve the minutes of the September 23, 2013, regular meeting.
6. **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.  
Presented by Tony R. Russell, Director, Corporate Services/Authority Clerk

**REVIEW OF FUTURE AGENDAS**

7. **REVIEW OF THE DRAFT AGENDA FOR THE NOVEMBER 7, 2013, BOARD MEETING:**  
Presented by: Thella F. Bowens, President/CEO
8. **REVIEW OF THE DRAFT AGENDA FOR THE NOVEMBER 7, 2013, AIRPORT LAND USE COMMISSION MEETING:**  
Presented by: Thella F. Bowens, President/CEO

**BOARD BUSINESS**

**CLOSED SESSION:**

**9. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION:**

Significant exposure to litigation (Cal.Gov.Code §54956.9(d))

Number of Cases: 1

Individual Members Adan Topete, Derrick Phillips, Manuel Aguilar, Jose Topete, Alexander Weir, Candido Bautista, Francisco Arrendondo, Juan Murillo and Laborers' International Union of North America Local Union No. 89, Applicants – Application to Stay Implementation of the September 5, 2013 FONSI/ROD for San Diego International Airport Master Plan Northside Improvements Project- Application to the United States Department of Transportation, Federal Aviation Administration

**REPORT ON CLOSED SESSION:**

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT**

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

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

**Additional Meeting Information**

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

For your convenience, the agenda is also available to you on our website at [www.san.org](http://www.san.org).

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

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

**UPCOMING MEETING SCHEDULE**

<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Meeting Type</i>	<i>Location</i>
December 20	Friday	9:00 A.M.	Special	Board Room

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Statements of Net Position**  
**as of September 30, 2013**  
**(Unaudited)**  
**ASSETS**

	September	
	2013	2012
<b>Current assets:</b>		
Cash and investments <sup>(1)</sup>	\$ 111,418,443	\$ 113,836,282
Tenant lease receivable, net of allowance of 2013: (\$53,719) and 2012: (52,329)	9,102,502	7,543,156
Grants receivable	3,422,217	6,533,484
Notes receivable-current portion	1,446,896	1,475,859
Prepaid expenses and other current assets	8,298,179	7,216,569
<b>Total current assets</b>	<b>133,688,237</b>	<b>136,605,348</b>
<b>Cash designated for capital projects and other <sup>(1)</sup></b>	<b>9,396,559</b>	<b>9,048,041</b>
<b>Restricted assets:</b>		
Cash and investments:		
Bonds reserve <sup>(1)</sup>	71,215,925	47,829,175
Passenger facility charges and interest unapplied <sup>(1)</sup>	41,749,535	68,738,340
Customer facility charges and interest unapplied <sup>(1)*</sup>	41,180,436	32,858,169
Commercial paper reserve <sup>(1)</sup>	61,129	3,444
SBD Bond Guarantee <sup>(1)</sup>	4,000,000	2,000,000
Bond proceeds held by trustee <sup>(1)</sup>	291,880,868	106,193,145
Commercial paper interest held by trustee <sup>(1)</sup>	12,906	12,906
Passenger facility charges receivable	3,514,717	4,054,568
Customer facility charges receivable*	2,111,702	1,029,687
OCIP insurance reserve	5,380,813	6,002,863
<b>Total restricted assets</b>	<b>461,108,031</b>	<b>268,722,292</b>
<b>Noncurrent assets:</b>		
<b>Capital assets:</b>		
Land and land improvements	71,293,761	24,487,047
Runways, roads and parking lots	534,692,392	269,659,074
Buildings and structures	714,679,319	461,524,602
Machinery and equipment	13,620,976	12,928,582
Vehicles	5,534,893	5,389,417
Office furniture and equipment	31,542,284	31,175,880
Works of art	2,283,876	2,349,793
Construction-in-progress	423,230,242	702,324,526
<b>Total capital assets</b>	<b>1,796,877,743</b>	<b>1,509,838,921</b>
Less accumulated depreciation	(596,440,091)	(551,032,704)
<b>Total capital assets, net</b>	<b>1,200,437,652</b>	<b>958,806,216</b>
<b>Other assets:</b>		
Notes receivable - long-term portion	39,537,081	41,003,052
Investments-long-term portion <sup>(1)</sup>	53,224,962	7,431,180
Deferred costs - bonds (net)	-	4,586,231
Net pension asset	6,509,065	7,065,377
Security deposit	500,367	614,645
<b>Total other assets</b>	<b>99,771,475</b>	<b>60,700,485</b>
<b>Total noncurrent assets</b>	<b>1,300,209,127</b>	<b>1,019,506,701</b>
<b>Deferred Outflows of resources</b>		
Deferred loss on debt refunding	3,427,984	-
<b>Total assets and deferred inflows of resources</b>	<b>\$ 1,907,829,938</b>	<b>\$ 1,433,882,382</b>

<sup>(1)</sup> Total cash and investments, \$624,140,763 for 2013 and \$387,950,982 for 2012

\* Rental Car Center

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Statements of Net Position**  
**as of September 30, 2013**  
**(Unaudited)**

**LIABILITIES AND NET POSITION**

	September	
	2013	2012
<b>Current liabilities:</b>		
Accounts payable and accrued liabilities	\$ 74,777,109	\$ 80,450,670
Deposits and other current liabilities	3,376,489	2,848,189
<b>Total current liabilities</b>	<b>78,153,598</b>	<b>83,298,860</b>
<b>Current liabilities - payable from restricted assets:</b>		
Current portion of long-term debt	1,030,000	5,415,000
Accrued interest on bonds and commercial paper	12,624,129	8,183,574
<b>Total liabilities payable from restricted assets</b>	<b>13,654,129</b>	<b>13,598,574</b>
<b>Long-term liabilities:</b>		
Commercial paper notes payable	50,969,000	19,924,000
Deferred rent liability	-	28,641
Other long-term liabilities	9,847,506	1,452,157
Long term debt - bonds net of amortized premium	1,024,277,938	624,086,700
<b>Total long-term liabilities</b>	<b>1,085,094,444</b>	<b>645,491,498</b>
<b>Total liabilities</b>	<b>1,176,902,171</b>	<b>742,388,932</b>
<b>Net Position:</b>		
Invested in capital assets, net of related debt	411,367,388	414,549,045
Other restricted	176,617,976	173,278,983
Unrestricted:		
Designated	15,905,623	16,113,417
Undesignated	127,036,778	87,552,007
<b>Net position</b>	<b>730,927,767</b>	<b>691,493,450</b>
<b>Total liabilities and net position</b>	<b>\$ 1,907,829,938</b>	<b>\$ 1,433,882,382</b>

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Statements of Revenues, Expenses, and Changes in Net Position**  
**For the Three Months Ended September 30, 2013 and 2012**  
**(Unaudited)**

	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Operating revenues:</b>					
Aviation revenue:					
Landing fees	\$ 5,701,248	\$ 5,665,091	\$ (36,157)	(1)%	\$ 5,533,193
Aircraft parking fees	639,873	619,759	(20,114)	(3)%	830,160
Building rentals	11,355,462	11,431,973	76,511	1%	10,857,102
Security surcharge	6,242,375	6,242,358	(17)	(0)%	5,157,276
CUPPS Support Charges	279,225	279,219	(6)	(0)%	-
Other aviation revenue	401,752	400,534	(1,218)	(0)%	398,547
Terminal rent non-airline	250,702	272,058	21,356	9%	230,811
Terminal concessions	4,160,038	4,445,935	285,897	7%	3,644,801
Rental car license fees	7,347,418	7,269,936	(77,482)	(1)%	7,349,651
License fees other	892,437	962,086	69,649	8%	813,618
Parking revenue	8,757,109	9,381,492	624,383	7%	8,502,605
Ground transportation permits and citations	753,564	789,574	36,010	5%	315,436
Ground rentals	2,061,953	2,008,629	(53,324)	(3)%	2,079,563
Grant reimbursements	56,262	47,858	(8,404)	(15)%	47,858
Other operating revenue	110,475	170,336	59,861	54%	178,249
<b>Total operating revenues</b>	<b>49,009,893</b>	<b>49,986,838</b>	<b>976,945</b>	<b>2%</b>	<b>45,938,870</b>
<b>Operating expenses:</b>					
Salaries and benefits	9,552,509	9,147,907	404,602	4%	8,481,875
Contractual services	8,875,558	7,802,959	1,072,599	12%	6,681,147
Safety and security	5,794,186	5,815,581	(21,395)	(0)%	5,249,152
Space rental	2,595,518	2,595,231	287	0%	2,853,438
Utilities	2,257,539	2,189,345	68,194	3%	1,817,699
Maintenance	2,903,760	2,958,716	(54,956)	(2)%	1,675,272
Equipment and systems	114,093	51,230	62,863	55%	45,869
Materials and supplies	94,660	101,190	(6,530)	(7)%	70,713
Insurance	313,395	247,441	65,954	21%	208,516
Employee development and support	262,094	216,420	45,674	17%	160,280
Business development	774,789	335,249	439,540	57%	587,017
Equipment rentals and repairs	629,241	670,399	(41,158)	(7)%	300,795
<b>Total operating expenses</b>	<b>34,167,342</b>	<b>32,131,668</b>	<b>2,035,674</b>	<b>6%</b>	<b>28,131,773</b>
Depreciation	14,744,930	14,744,930	-	0%	10,484,660
<b>Operating income (loss)</b>	<b>97,621</b>	<b>3,110,240</b>	<b>3,012,619</b>	<b>(3086)%</b>	<b>7,322,437</b>
<b>Nonoperating revenue (expenses):</b>					
Passenger facility charges	9,041,113	8,791,449	(249,664)	(3)%	8,899,802
Customer facility charges (Rental Car Center)	6,203,047	6,603,455	400,408	6%	3,087,260
Quieter Home Program	(491,142)	(406,930)	84,212	17%	557,132
Interest income	1,322,555	1,169,316	(153,239)	(12)%	1,102,159
BAB interest rebate	1,185,282	1,185,282	-	0%	1,248,980
Interest expense	(12,507,590)	(11,490,165)	1,017,425	8%	81,057
Bond amortization	1,007,844	1,103,249	95,405	9%	270,247
Other nonoperating income (expenses)	(4,995)	903,868	908,863	-	(622,902)
<b>Nonoperating revenue, net</b>	<b>5,756,114</b>	<b>7,859,524</b>	<b>2,103,410</b>	<b>37%</b>	<b>14,623,735</b>
<b>Change in net position before capital grant contributions</b>	<b>5,853,735</b>	<b>10,969,764</b>	<b>5,116,029</b>	<b>87%</b>	<b>21,946,172</b>
Capital grant contributions	2,193,049	698,229	(1,494,820)	(68)%	4,002,850
<b>Change in net position</b>	<b>\$ 8,046,784</b>	<b>\$ 11,667,993</b>	<b>\$ 3,621,209</b>	<b>45%</b>	<b>\$ 25,949,022</b>

S:\Accounting\FY 2014-3 SEPTEMBER\Financial Statements Sept 13\Income Statement Aug 13 MTD-YTD Actuals Budgets.xlsx\Operations\Final-Accts YTD





**San Diego County Regional Airport Authority**  
**Authority Detail Income Statement - Supplemental Schedule**  
 For the three months ended September 30, 2013  
 (Unaudited)

Print Date: 10/9/2013  
 Print Time: 1:33:55PM  
 Report ID: GL0012

	Month to Date				Year to Date									
	Budget	Actual	Variance		Budget	Actual	Variance							
			Favorable (Unfavorable)	Percent			Favorable (Unfavorable)	Percent						
<b>Concession Revenue</b>														
45110 - Terminal Concessions	\$0	\$0	\$0	0	\$1,090,391	\$0	\$0	0	\$0	\$0	\$0	0	\$3,644,801	
45111 - Term Concessions-Food & Bev	482,880	577,130	94,250	20	0	1,605,942	1,848,378	242,436	15	0	0	0	0	
45112 - Terminal Concessions - Retail	334,527	438,998	104,471	31	0	1,139,817	1,221,330	81,512	7	0	0	0	0	
45113 - Term Concessions - Other	227,887	233,186	5,298	2	0	687,299	691,949	4,651	1	0	0	0	0	
45114 - Term Concessions Space Rents	62,500	80,804	18,304	29	0	187,500	213,572	26,072	14	0	0	0	0	
45115 - Term Concessions Cost Recovery	113,142	48,641	(64,501)	(57)	0	178,600	109,886	(68,714)	(38)	0	0	0	0	
45116 - Rec Distr Center Cost Recovery	124,980	120,360	(4,620)	(4)	0	360,880	360,820	(60)	0	0	0	0	0	
45120 - Rental car license fees	2,011,122	1,807,137	(203,986)	(10)	2,192,761	7,347,418	7,289,936	(77,483)	(1)	7,349,651	7,349,651	(1)	7,349,651	
45130 - License Fees - Other	261,036	281,972	20,936	8	276,873	892,437	982,086	69,648	8	813,618	813,618	0	813,618	
<b>Total Concession Revenue</b>	<b>3,618,076</b>	<b>3,688,229</b>	<b>(29,847)</b>	<b>(1)</b>	<b>3,660,025</b>	<b>12,399,894</b>	<b>12,677,966</b>	<b>278,062</b>	<b>2</b>	<b>11,808,070</b>	<b>11,808,070</b>	<b>0</b>	<b>11,808,070</b>	
<b>Parking and Ground Transportat</b>														
45210 - Parking	2,844,642	3,060,937	216,295	8	2,781,154	8,757,109	9,381,492	624,384	7	8,502,605	8,502,605	0	8,502,605	
45220 - AVI fees	121,038	137,131	16,093	13	100,420	350,508	411,152	60,644	17	290,800	290,800	0	290,800	
45240 - Ground Transportation Pe	102,659	99,149	(3,510)	(3)	2,195	397,977	361,577	(36,401)	(9)	5,660	5,660	0	5,660	
45250 - Citations	2,454	9,307	6,853	279	14,489	5,079	16,845	11,767	232	18,976	18,976	0	18,976	
<b>Total Parking and Ground Transportat</b>	<b>3,070,794</b>	<b>3,306,525</b>	<b>235,731</b>	<b>8</b>	<b>2,898,257</b>	<b>9,510,673</b>	<b>10,171,067</b>	<b>660,394</b>	<b>7</b>	<b>8,818,041</b>	<b>8,818,041</b>	<b>0</b>	<b>8,818,041</b>	
<b>Ground Rentals</b>														
45310 - Ground Rental - Fixed	620,743	628,361	7,617	1	622,620	1,862,230	1,879,519	17,288	1	1,867,859	1,867,859	0	1,867,859	
45320 - Ground Rental - Percenta	59,755	19,225	(40,530)	(68)	82,869	199,723	129,110	(70,613)	(35)	211,704	211,704	0	211,704	
<b>Total Ground Rentals</b>	<b>680,499</b>	<b>647,586</b>	<b>(32,912)</b>	<b>(5)</b>	<b>705,509</b>	<b>2,061,954</b>	<b>2,008,629</b>	<b>(53,324)</b>	<b>(3)</b>	<b>2,079,563</b>	<b>2,079,563</b>	<b>0</b>	<b>2,079,563</b>	
<b>Grant Reimbursements</b>														
45410 - TSA Reimbursements	18,346	15,606	(2,740)	(15)	15,606	56,262	47,858	(8,404)	(15)	47,858	47,858	0	47,858	
<b>Total Grant Reimbursements</b>	<b>18,346</b>	<b>15,606</b>	<b>(2,740)</b>	<b>(15)</b>	<b>15,606</b>	<b>56,262</b>	<b>47,858</b>	<b>(8,404)</b>	<b>(15)</b>	<b>47,858</b>	<b>47,858</b>	<b>0</b>	<b>47,858</b>	
<b>Other Operating Revenue</b>														
45510 - Finger Printing Fee	4,600	9,911	5,311	115	8,488	13,800	41,168	27,368	198	18,943	18,943	0	18,943	
45520 - Utilities Reimbursements	17,900	14,686	(3,214)	(18)	43,247	53,700	44,059	(9,641)	(18)	129,819	129,819	0	129,819	
45530 - Miscellaneous Other Reve	5,467	3,303	(2,164)	(40)	(15,934)	16,400	44,889	28,489	174	1,895	1,895	0	1,895	
45540 - Service Charges	3,525	10,513	6,988	198	(957)	10,575	25,776	15,201	144	18,410	18,410	0	18,410	
45570 - FBO Landing Fees	3,333	2,427	(906)	(27)	2,596	10,000	8,444	(1,556)	(16)	3,182	3,182	0	3,182	
45580 - Equipment Rental	2,000	2,000	0	0	2,000	6,000	6,000	0	0	6,000	6,000	0	6,000	
<b>Total Other Operating Revenue</b>	<b>36,825</b>	<b>42,840</b>	<b>6,015</b>	<b>16</b>	<b>39,441</b>	<b>110,475</b>	<b>170,336</b>	<b>59,861</b>	<b>54</b>	<b>178,248</b>	<b>178,248</b>	<b>0</b>	<b>178,248</b>	

**San Diego County Regional Airport Authority**  
**Authority Detail Income Statement - Supplemental Schedule**  
 For the three months ended September 30, 2013  
 (Unaudited)

Print Date: 10/9/2013  
 Print Time: 1:33:55PM  
 Report ID: GL0012

	Month to Date				Year to Date					
	Budget	Actual	Variance Favorable (Unfavorable)	Percent	Prior Year Actual	Budget	Actual	Variance Favorable (Unfavorable)	Percent	
<b>Total Operating Revenue</b>	<b>15,538,280</b>	<b>15,728,584</b>	<b>190,304</b>	<b>1</b>	<b>14,642,803</b>	<b>49,009,895</b>	<b>49,986,838</b>	<b>976,943</b>	<b>2</b>	<b>45,939,869</b>
<b>Personnel Expenses</b>										
<b>Salaries</b>										
51110 - Salaries & Wages	\$2,347,185	\$1,895,677	\$451,508	19	\$1,857,841	\$6,971,189	\$5,602,646	\$1,368,543	20	\$5,399,598
51210 - Paid Time Off	0	203,726	(203,726)	0	158,775	0	630,473	(630,473)	0	557,434
51220 - Holiday Pay	0	47,989	(47,989)	0	50,667	0	100,898	(100,898)	0	111,633
51240 - Other Leave With Pay	0	5,065	(5,065)	0	8,948	0	19,520	(19,520)	0	33,560
51250 - Special Pay	0	30,673	(30,673)	0	30,800	0	397,818	(397,818)	0	335,292
<b>Total Salaries</b>	<b>2,347,185</b>	<b>2,183,129</b>	<b>164,056</b>	<b>7</b>	<b>2,107,031</b>	<b>6,971,189</b>	<b>6,751,355</b>	<b>219,834</b>	<b>3</b>	<b>6,437,618</b>
52110 - Overtime	72,249	83,296	(11,047)	(15)	67,590	216,747	260,861	(44,114)	(20)	228,783
<b>Benefits</b>										
54110 - FICA Tax	170,106	153,790	16,316	10	146,337	513,023	489,059	23,964	5	461,587
54120 - Unemployment Insurance-S	0	10,140	(10,140)	0	0	0	10,140	(10,140)	0	0
54130 - Workers Compensation Ins	47,451	18,585	28,866	61	19,130	140,452	53,019	87,433	62	56,074
54210 - Medical Insurance	328,924	303,823	25,101	8	275,474	986,803	915,739	71,064	7	855,717
54220 - Dental Insurance	25,526	24,361	1,165	5	23,292	76,584	73,176	3,408	4	71,960
54230 - Vision Insurance	3,151	2,920	231	7	2,852	9,454	8,792	662	7	8,524
54240 - Life Insurance	8,135	7,594	541	7	4,044	24,413	22,757	1,656	7	12,112
54250 - Short Term Disability	8,350	8,661	(311)	(4)	9,176	24,970	25,969	(999)	(4)	27,424
54310 - Retirement	475,832	393,682	82,150	17	363,914	1,423,131	1,174,225	248,905	17	1,099,116
54315 - Retiree	195,997	192,910	3,086	2	169,234	587,991	578,781	9,209	2	507,403
54320 - Amortization of Retiree	0	46,359	(46,359)	0	46,359	0	139,078	(139,078)	0	139,078
54410 - Taxable Benefits	0	0	0	0	0	0	12	(12)	0	0
54430 - Accrued Vacation	0	(33,527)	33,527	0	15,447	0	(91,935)	91,935	0	(94,436)
<b>Total Benefits</b>	<b>1,263,473</b>	<b>1,129,300</b>	<b>134,173</b>	<b>11</b>	<b>1,075,261</b>	<b>3,786,821</b>	<b>3,398,814</b>	<b>388,007</b>	<b>10</b>	<b>3,144,560</b>
<b>Cap Labor/Burden/OH Recharge</b>										
54510 - Capitalized Labor Recha	(422,687)	(94,824)	(327,864)	(78)	(117,613)	(1,260,786)	(334,487)	(926,299)	(73)	(369,167)
54515 - Capitalized Burden Rech	0	(39,239)	39,239	0	(45,431)	0	(137,607)	137,607	0	(142,365)
<b>Total Cap Labor/Burden/OH Recharge</b>	<b>(422,687)</b>	<b>(134,063)</b>	<b>(288,625)</b>	<b>(68)</b>	<b>(163,044)</b>	<b>(1,260,786)</b>	<b>(472,093)</b>	<b>(788,693)</b>	<b>(63)</b>	<b>(511,532)</b>

**San Diego County Regional Airport Authority**  
**Authority Detail Income Statement - Supplemental Schedule**  
For the three months ended September 30, 2013  
(Unaudited)

Print Date: 10/9/2013  
Print Time: 1:33:55PM  
Report ID: GL0012

	Month to Date				Year to Date				
	Budget	Actual	Variance Favorable (Unfavorable)	Percent	Prior Year Actual	Budget	Actual	Variance Favorable (Unfavorable)	Percent
<b>QHP Labor/Burden/OH Recharge</b>									
54520 - QHP Labor Recharge	\$(54,541)	\$(26,637)	\$(27,904)	(51)	\$(33,353)	\$(161,462)	\$(84,320)	\$(77,142)	(48)
54525 - QHP Burden Recharge	0	(11,416)	11,416	0	(14,215)	0	(36,367)	36,367	0
54526 - QHP OH Contra Acct	0	(14,035)	14,035	0	(9,963)	0	(44,719)	44,719	0
<b>Total QHP Labor/Burden/OH Recharge</b>	<b>(54,541)</b>	<b>(52,087)</b>	<b>(2,454)</b>	<b>(4)</b>	<b>(57,531)</b>	<b>(161,462)</b>	<b>(165,406)</b>	<b>3,944</b>	<b>2</b>
<b>MM&amp;JS Labor/Burden/OH Recharge</b>									
54530 - MM & JS Labor Recharge	0	(27)	27	0	0	0	(251)	251	0
54531 - Joint Studies - Labor	0	27	(27)	0	0	0	260	(260)	0
54535 - MM & JS Burden Recharge	0	(15)	15	0	0	0	(118)	118	0
54536 - Maintenance-Burden	0	15	(15)	0	0	0	118	(118)	0
54589 - OH Contra	0	(213,700)	213,700	0	(202,249)	0	(625,630)	625,630	0
<b>Total MM&amp;JS Labor/Burden/OH Recharge</b>	<b>0</b>	<b>(213,700)</b>	<b>213,700</b>	<b>0</b>	<b>(202,249)</b>	<b>0</b>	<b>(625,622)</b>	<b>625,622</b>	<b>0</b>
<b>Total Personnel Expenses</b>	<b>3,205,679</b>	<b>2,995,876</b>	<b>209,803</b>	<b>7</b>	<b>2,827,058</b>	<b>9,552,508</b>	<b>9,147,908</b>	<b>404,600</b>	<b>4</b>
<b>Non-Personnel Expenses</b>									
<b>Contract Services</b>									
61100 - Temporary Staffing	9,616	44,550	(34,934)	(363)	35,966	37,648	148,403	(110,755)	(294)
61110 - Auditing Services	50,000	85,000	(35,000)	(70)	124,500	150,000	100,000	50,000	33
61120 - Legal Services	101,667	36,148	65,518	64	105,000	305,000	104,365	200,635	66
61130 - Services - Professional	1,018,802	766,491	252,311	25	756,411	2,677,523	2,177,301	500,222	19
61150 - Outside Svs - Other	379,826	238,985	140,841	37	146,525	1,045,983	654,968	391,016	37
61160 - Services - Custodial	1,480,992	1,592,597	(111,605)	(8)	1,329,461	4,778,300	4,646,701	131,599	3
61190 - Receiving & Dist Cntr Services	130,325	126,789	3,536	3	0	390,974	379,876	11,098	3
61990 - OH Contra	0	(135,387)	135,387	0	(65,798)	0	(408,655)	408,655	0
61998 - Capital Proj OH Alloc Co	(168,874)	0	(168,874)	(100)	0	(509,870)	0	(509,870)	(100)
<b>Total Contract Services</b>	<b>3,002,363</b>	<b>2,755,172</b>	<b>247,181</b>	<b>8</b>	<b>2,432,065</b>	<b>8,876,558</b>	<b>7,802,968</b>	<b>1,072,600</b>	<b>12</b>
<b>Safety and Security</b>									
61170 - Services - Fire, Police,	487,945	553,486	(55,541)	(11)	508,739	1,523,032	1,533,340	(10,308)	(1)
61180 - Services - SDUPD-Harbor	1,247,341	1,297,512	(50,171)	(4)	1,213,074	3,677,568	3,727,738	(50,169)	(1)
61185 - Guard Services	193,560	191,636	1,924	1	138,174	593,586	554,503	39,083	7
<b>Total Safety and Security</b>	<b>1,938,845</b>	<b>2,042,633</b>	<b>(103,788)</b>	<b>(5)</b>	<b>1,859,987</b>	<b>5,794,186</b>	<b>5,815,581</b>	<b>(21,395)</b>	<b>0</b>
<b>Total</b>	<b>8,152,569</b>	<b>7,984,184</b>	<b>168,385</b>	<b>2</b>	<b>7,916,130</b>	<b>28,721,252</b>	<b>28,471,457</b>	<b>249,795</b>	<b>1</b>

**San Diego County Regional Airport Authority**  
**Authority Detail Income Statement - Supplemental Schedule**  
 For the three months ended September 30, 2013  
 (Unaudited)

Print Date: 10/9/2013  
 Print Time: 1:33:55PM  
 Report ID: GL0012

	Month to Date			Year to Date				
	Budget	Actual	Variance Favorable (Unfavorable) Percent	Prior Year Actual	Budget	Actual	Variance Favorable (Unfavorable) Percent	Prior Year Actual
<b>Space Rental</b>								
62100 - Rent	\$865,173	\$865,883	\$(710) 0	\$951,966	\$2,595,518	\$2,595,231	\$287 0	\$2,853,438
<b>Total Space Rental</b>	<b>865,173</b>	<b>865,883</b>	<b>(710) 0</b>	<b>951,966</b>	<b>2,595,518</b>	<b>2,595,231</b>	<b>287 0</b>	<b>2,853,438</b>
<b>Utilities</b>								
63100 - Telephone & Other Commun	40,925	7,848	33,077 81	26,532	122,654	79,996	42,658 35	83,995
63110 - Utilities - Gas & Electr	617,802	697,458	(79,657) (13)	515,003	1,675,885	1,943,654	(267,769) (16)	1,532,074
63120 - Utilities - Water	153,000	72,268	80,732 53	76,283	459,000	165,695	293,305 64	201,630
<b>Total Utilities</b>	<b>811,727</b>	<b>777,574</b>	<b>34,153 4</b>	<b>617,819</b>	<b>2,257,539</b>	<b>2,189,345</b>	<b>68,194 3</b>	<b>1,817,698</b>
<b>Maintenance</b>								
64100 - Facilities Supplies	78,262	46,476	31,786 41	69,143	234,586	130,235	104,351 44	135,091
64110 - Maintenance - Annual R	667,199	882,277	(215,078) (32)	279,604	2,200,674	2,423,794	(223,120) (10)	1,369,688
64122 - Contractor Labor	0	0	0 0	110	0	0	0 0	110
64123 - Contractor Burden	0	0	0 0	140	0	0	0 0	140
64124 - Maintenance-Overhead	0	171	(171) 0	66	0	634	(634) 0	495
64125 - Major Maintenance - Mat	129,500	203,530	(74,030) (57)	25,670	348,500	301,968	46,532 13	109,144
64127 - Contract Overhead (co	0	0	0 0	121	0	0	0 0	121
64140 - Refuse & Hazardous Waste	40,000	48,111	(8,111) (20)	10,411	120,000	102,085	17,915 15	60,483
<b>Total Maintenance</b>	<b>914,961</b>	<b>1,180,565</b>	<b>(265,604) (29)</b>	<b>385,265</b>	<b>2,903,760</b>	<b>2,958,716</b>	<b>(64,956) (2)</b>	<b>1,675,272</b>
<b>Equipment and Systems</b>								
65100 - Equipment & Systems	38,972	13,093	25,879 66	26,334	119,294	52,529	66,765 56	49,795
65101 - OH Contra	(2,167)	(66)	(2,101) (97)	594	(5,201)	(1,299)	(3,902) (75)	(3,926)
<b>Total Equipment and Systems</b>	<b>36,805</b>	<b>13,027</b>	<b>23,778 65</b>	<b>26,928</b>	<b>114,093</b>	<b>51,229</b>	<b>62,864 55</b>	<b>45,870</b>
<b>Materials and Supplies</b>								
65110 - Office & Operating Suppl	29,496	52,276	(22,780) (77)	12,021	84,803	95,616	(10,813) (13)	49,719
65120 - Safety Equipment & Suppl	5,105	2,620	2,484 49	4,008	17,019	8,737	8,281 49	22,666
65130 - Tools - Small	1,375	1,952	(577) (42)	743	4,125	1,952	2,173 53	1,223
65199 - OH Contra	(4,063)	(2,949)	(1,114) (27)	1,620	(11,287)	(5,115)	(6,172) (55)	(2,895)
<b>Total Materials and Supplies</b>	<b>31,912</b>	<b>53,898</b>	<b>(21,986) (69)</b>	<b>18,392</b>	<b>94,659</b>	<b>101,191</b>	<b>(6,531) (7)</b>	<b>70,712</b>

**San Diego County Regional Airport Authority**  
**Authority Detail Income Statement - Supplemental Schedule**  
For the three months ended September 30, 2013  
(Unaudited)

Print Date: 10/9/2013  
Print Time: 1:33:55PM  
Report ID: GL0012

	Month to Date				Year to Date				
	Budget	Actual	Variance		Budget	Actual	Variance		
			Favorable (Unfavorable)	Percent			Favorable (Unfavorable)	Percent	
<b>Insurance</b>									
67170 - Insurance - Property	\$60,076	\$44,917	\$15,159	25	\$180,228	\$134,750	\$45,478	25	\$85,493
67171 - Insurance - Liability	20,746	17,254	3,492	17	62,238	51,761	10,477	17	51,761
67172 - Insurance - Public Offc	12,856	10,766	2,090	16	38,568	33,247	5,321	14	32,540
67173 - Insurance Miscellaneous	9,837	9,319	518	5	29,511	27,318	2,193	7	26,301
67199 - Insurance - Claims	950	0	950	100	2,850	365	2,485	87	12,421
<b>Total Insurance</b>	<b>104,466</b>	<b>82,266</b>	<b>22,210</b>	<b>21</b>	<b>313,395</b>	<b>247,441</b>	<b>65,954</b>	<b>21</b>	<b>208,616</b>
<b>Employee Development and Suppo</b>									
66120 - Awards - Service	5,292	5,678	(386)	(7)	19,414	5,620	13,794	71	2,128
66130 - Book & Periodicals	6,792	7,174	(382)	(6)	19,548	15,952	3,596	18	19,184
66210 - Finger Printing Expenses	0	0	0	0	0	128	(128)	0	305
66220 - Permits/Certificates/Lic	474	12,974	(12,501)	(2,639)	8,144	14,385	(6,241)	(77)	6,308
66260 - Recruiting	2,083	552	1,532	74	2,250	2,056	194	9	975
66280 - Seminars & Training	32,457	39,263	(6,806)	(21)	97,798	96,846	951	1	43,254
66290 - Transportation	13,870	13,198	672	5	44,199	38,233	5,966	13	38,760
66299 - OH Contra	(4,182)	(1,320)	(2,862)	(68)	(11,501)	(5,125)	(6,376)	(55)	(1,860)
66305 - Travel-Employee Developm	23,700	9,647	14,053	59	54,594	17,646	36,948	68	34,956
66310 - Tuition	3,000	5,695	(2,695)	(90)	9,000	11,968	(2,968)	(33)	8,173
66320 - Uniforms	6,116	6,476	(360)	(6)	18,648	18,711	(63)	0	8,097
<b>Total Employee Development and Suppo</b>	<b>89,603</b>	<b>99,337</b>	<b>(9,736)</b>	<b>(11)</b>	<b>262,093</b>	<b>216,421</b>	<b>45,673</b>	<b>17</b>	<b>160,278</b>
<b>Business Development</b>									
66100 - Advertising	277,576	58,767	218,810	79	426,029	107,238	318,791	75	135,926
66110 - Allowance for Bad Debts	5,000	0	5,000	100	5,000	0	5,000	100	3,175
66200 - Memberships & Dues	24,528	20,804	3,724	15	69,021	56,188	12,833	19	89,613
66230 - Postage & Shipping	3,638	1,762	1,876	52	12,442	9,605	2,837	23	14,086
66240 - Promotional Activities	17,561	18,212	(651)	(4)	157,447	100,716	56,732	36	280,426
66250 - Promotional Materials	5,583	1,290	4,293	77	71,200	46,328	24,872	35	26,842
66300 - Travel-Business Developm	17,000	10,098	6,902	41	33,650	15,174	18,476	55	36,949
<b>Total Business Development</b>	<b>350,885</b>	<b>110,933</b>	<b>239,953</b>	<b>68</b>	<b>774,789</b>	<b>335,248</b>	<b>439,541</b>	<b>57</b>	<b>587,017</b>



**San Diego County Regional Airport Authority**  
**Authority Detail Income Statement - Supplemental Schedule**  
For the three months ended September 30, 2013  
(Unaudited)

Print Date: 10/9/2013  
Print Time: 1:33:55PM  
Report ID: GL0012

	Month to Date				Year to Date					
	Budget	Actual	Variance Favorable (Unfavorable)	Variance Percent	Prior Year Actual	Budget	Actual	Variance Favorable (Unfavorable)	Variance Percent	Prior Year Actual
<b>Interest Income</b>										
71310 - Interest - Investments	\$254,385	\$96,680	\$(157,705)	(62)	\$101,450	\$763,155	\$350,385	\$(412,770)	(54)	\$303,788
71340 - Interest - Note Receivab	186,467	185,818	(649)	0	192,686	559,400	571,444	12,044	2	592,832
71350 - Interest - Other	0	(259)	(259)	0	(366)	0	(259)	(259)	0	(366)
71360 - Interest - Bonds	0	0	0	0	23,203	0	0	0	0	89,610
71361 - Interest Income - 2010 Bonds	0	17,700	17,700	0	34,849	0	61,145	61,145	0	136,295
71363 - Interest Income - 2013 Bonds	0	60,456	60,456	0	0	0	186,601	186,601	0	0
<b>Total Interest Income</b>	<b>440,852</b>	<b>360,395</b>	<b>(80,456)</b>	<b>(18)</b>	<b>351,822</b>	<b>1,322,555</b>	<b>1,169,316</b>	<b>(153,239)</b>	<b>(12)</b>	<b>1,102,159</b>
<b>Interest Income BAB's rebate</b>										
71362 - BAB interest rebate	395,094	395,094	0	0	416,327	1,185,282	1,185,282	0	0	1,248,980
<b>Total interest income BAB's rebate</b>	<b>395,094</b>	<b>395,094</b>	<b>0</b>	<b>0</b>	<b>416,327</b>	<b>1,185,282</b>	<b>1,185,282</b>	<b>0</b>	<b>0</b>	<b>1,248,980</b>
<b>Interest Expense</b>										
71410 - Interest Expense 2005 Bo	0	0	0	0	(146,206)	0	0	0	0	(438,619)
71411 - Interest Expense- 2010 Bonds	(2,642,125)	(2,642,125)	0	0	(2,644,625)	(7,926,375)	(7,926,375)	0	0	(7,933,875)
71412 - Interest Expense 2013 Bonds	(1,539,625)	(1,539,625)	0	0	0	(4,618,875)	(4,618,875)	0	0	0
71420 - Interest Expense - Comme	(53,092)	(7,444)	45,648	86	(4,112)	(159,277)	(23,642)	135,635	85	(13,321)
71430 - LOC Fees - C/P	(22,426)	(23,556)	(1,130)	(5)	(19,782)	(67,278)	(69,553)	(2,275)	(3)	(60,664)
71440 - Dealer Fees - C/P	(1,682)	(5,553)	(3,871)	(230)	0	(5,046)	(5,553)	(507)	(10)	0
71450 - Trustee Fee Bonds	(1,365)	0	1,365	100	0	(4,095)	0	4,095	100	0
71451 - Program Fees - Comm. Pap	(833)	0	833	100	0	(2,500)	0	2,500	100	0
71460 - Interest Expense - Other	152,505	398,956	246,451	162	2,848,085	457,516	1,395,854	938,338	205	8,527,536
71461 - Interest Expense - Cap Leases	(60,458)	(60,361)	96	0	0	(181,660)	(242,021)	(60,361)	(33)	0
<b>Total Interest Expense</b>	<b>(4,169,101)</b>	<b>(3,879,709)</b>	<b>289,392</b>	<b>7</b>	<b>33,360</b>	<b>(12,607,588)</b>	<b>(11,490,164)</b>	<b>1,017,424</b>	<b>8</b>	<b>81,068</b>
<b>Amortization</b>										
69210 - Amortization - Premium	367,071	367,444	373	0	134,576	1,102,876	1,103,249	373	0	404,249
69220 - Amortization - Cost of I	(31,628)	(4)	31,624	100	(43,499)	(95,032)	0	95,032	100	(130,585)
69230 - Amort-Commercial Paper	0	0	0	0	(1,139)	0	0	0	0	(3,417)
<b>Total Amortization</b>	<b>335,443</b>	<b>367,440</b>	<b>31,997</b>	<b>10</b>	<b>89,938</b>	<b>1,007,844</b>	<b>1,103,249</b>	<b>95,405</b>	<b>9</b>	<b>270,246</b>

**San Diego County Regional Airport Authority**  
**Authority Detail Income Statement - Supplemental Schedule**  
 For the three months ended September 30, 2013  
 (Unaudited)

Print Date: 10/9/2013  
 Print Time: 1:33:55PM  
 Report ID: GL0012

	Month to Date			Year to Date				
	Budget	Actual	Variance Favorable (Unfavorable) Percent	Prior Year Actual	Budget	Actual	Variance Favorable (Unfavorable) Percent	Prior Year Actual
<b>Other Non-Operating Income (Expense)</b>								
71510 - Legal Settlement Income	\$0	\$488	\$488 0	\$139	\$0	\$976	\$976 0	\$139
71520 - Fixed Asset Disposal-Pro	0	0	0 0	0	0	11,273	11,273 0	0
71521 - Fixed Asset Disposal - L	0	0	0 0	(174,720)	0	0	0 0	(804,599)
71530 - Gain/Loss On Investments	0	(373,444)	(373,444) 0	(69,975)	0	732,653	732,653 0	152,337
71540 - Discounts Earned	0	0	0 0	0	0	3,461	3,461 0	2,384
71610 - Legal Settlement Expense	(1,667)	(2,831)	(1,165) (70)	(4,421)	(5,000)	5,000	5,000 100	(215)
71620 - Other non-operating revenue (e	0	127,691	127,691 0	22,413	0	155,504	155,504 0	27,054
<b>Total Other Non-Operating Income (Expense)</b>	<b>(1,667)</b>	<b>(248,096)</b>	<b>(246,429) (14,786)</b>	<b>(226,564)</b>	<b>(5,000)</b>	<b>903,668</b>	<b>908,868 18,177</b>	<b>(622,900)</b>
<b>Total Non-Operating Revenue/(Expense)</b>	<b>1,688,716</b>	<b>1,698,330</b>	<b>9,615 1</b>	<b>(4,574,830)</b>	<b>5,756,111</b>	<b>7,859,524</b>	<b>2,103,413 37</b>	<b>(14,623,738)</b>
<b>Capital Grant Contribution</b>								
72100 - AIP Grants	76,201	112,580	36,379 48	1,001,484	2,193,049	698,229	(1,494,820) (68)	4,002,950
<b>Total Capital Grant Contribution</b>	<b>76,201</b>	<b>112,580</b>	<b>36,379 48</b>	<b>1,001,484</b>	<b>2,193,049</b>	<b>698,229</b>	<b>(1,494,820) (68)</b>	<b>4,002,850</b>
<b>Total Expenses Net of Non-Operating Revenue/ (Expense)</b>	<b>14,858,662</b>	<b>14,504,320</b>	<b>354,342 2</b>	<b>7,548,718</b>	<b>40,963,111</b>	<b>38,318,845</b>	<b>2,644,266 6</b>	<b>19,989,847</b>
<b>Net Income/(Loss)</b>	<b>679,618</b>	<b>1,224,264</b>	<b>544,646 80</b>	<b>7,094,085</b>	<b>8,046,784</b>	<b>11,667,993</b>	<b>3,621,209 45</b>	<b>25,949,022</b>
73200 - Equipment Outlay Expendi	0	0	0 0	(63,022)	0	0	0 0	(63,022)
73299 - Capitalized Equipment Co	0	0	0 0	63,022	0	0	0 0	63,022



# San Diego County Regional Airport Authority



## Review of the Unaudited Financial Statements for the Three Months Ended September 30, 2013 and 2012

Presented by:

Vernon D. Evans, CPA

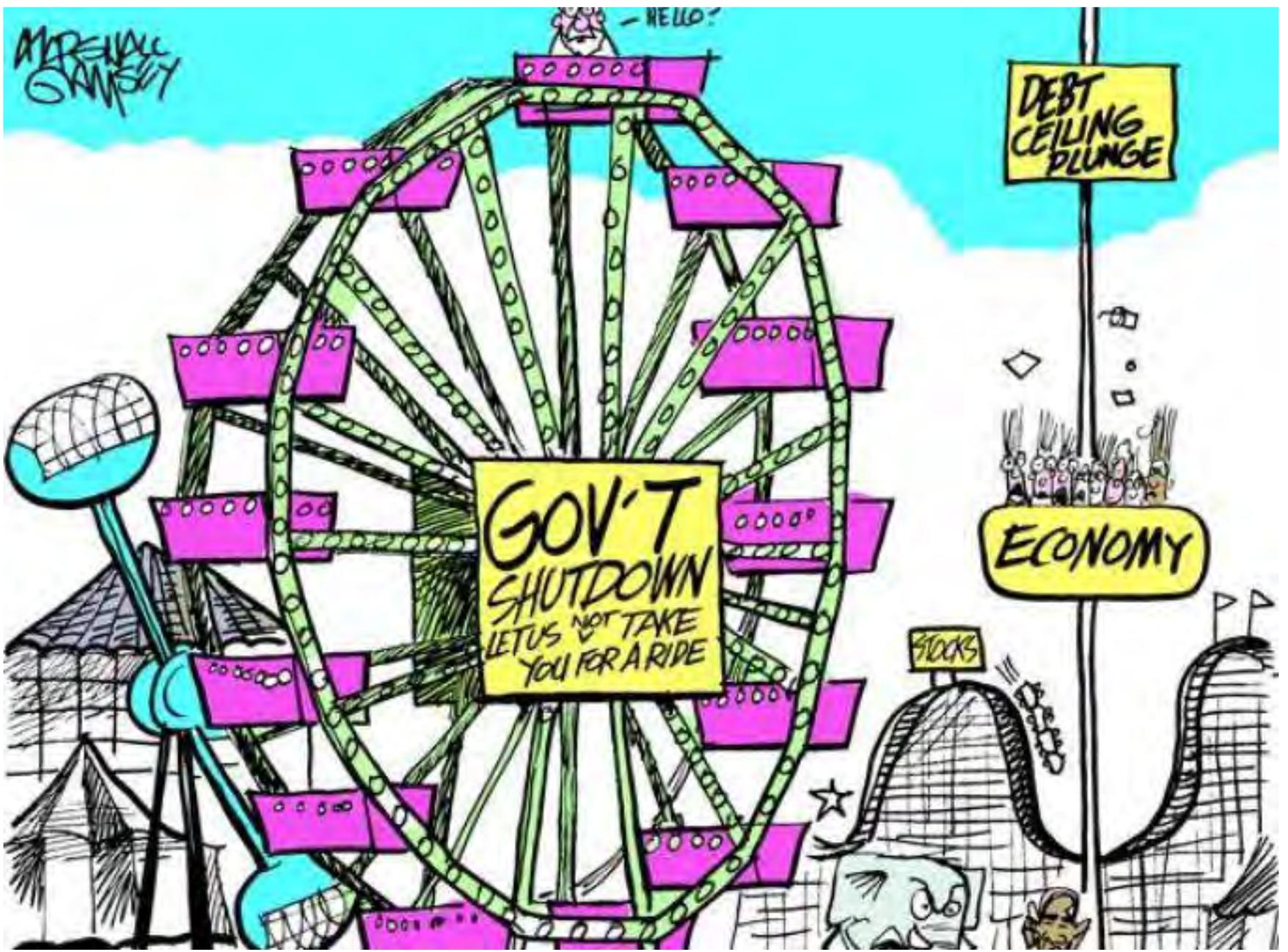
Vice President, Finance / Treasurer & CFO

Kathy Kiefer

Director, Accounting

October 28, 2013

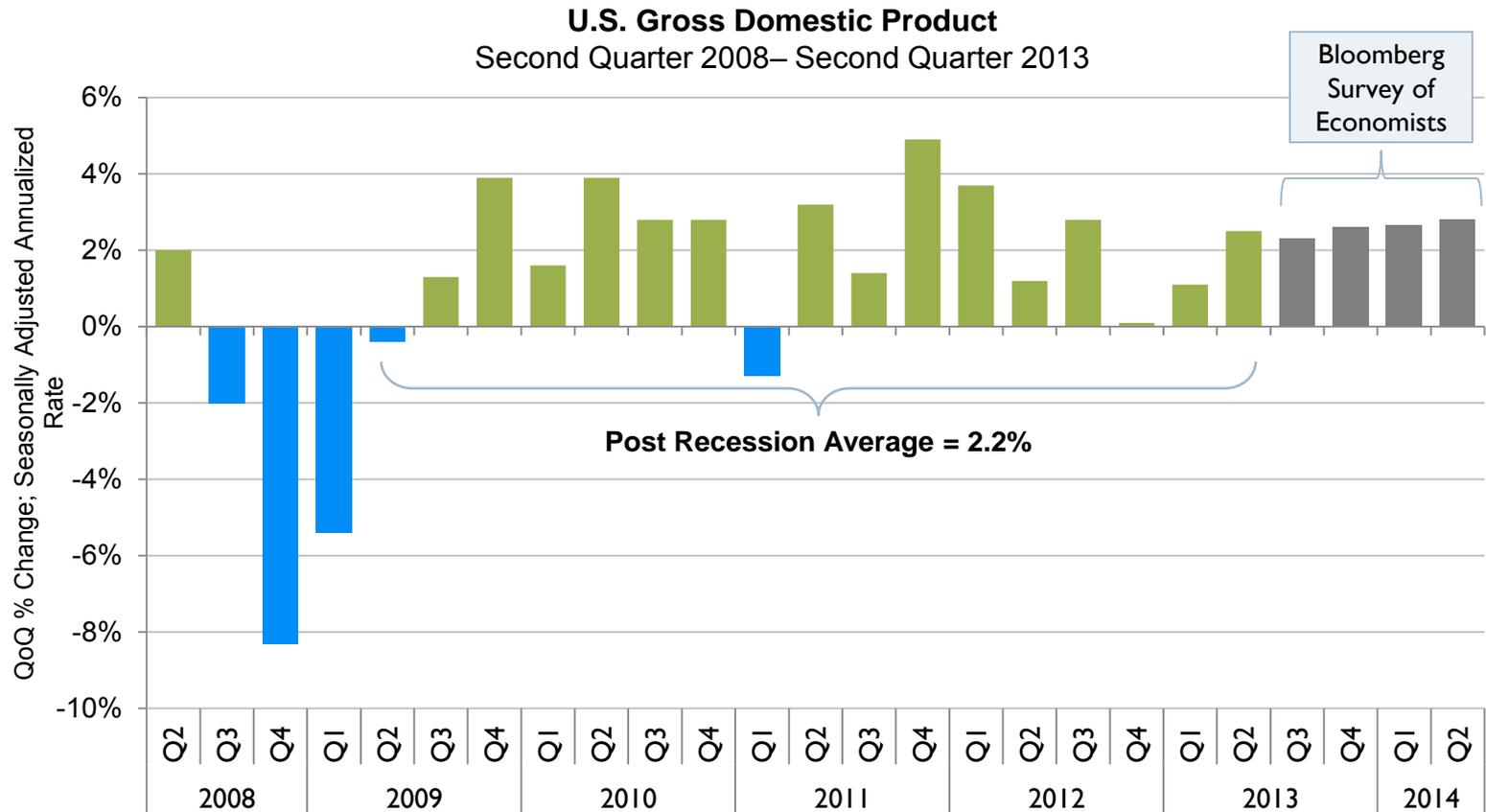
MARSHALL  
SWANNEY





# Economic Growth Restated

- The Q2 GDP figure was revised upward to 2.5% from the previously reported 1.7%. This restated number provided a more positive outlook of the country's economic position headed into the second half of 2013.





# Initial Claims For Unemployment Up Sharply



- For the week ending October 5th, seasonally adjusted initial claims for unemployment were up by 66,000 to 374,000. However, the number is muddled by extraneous factors. Half of the weekly increase is from California, which has encountered problems with its computer system processing unemployment claims. Part of the increase is also likely due to the federal government shut down.
- The 4-week moving average, which helps smooth out some of the weekly volatility, was up by 20,000 to 325,00. However, initial claims for unemployment remain well below the 350,000 level, which is the level many economists think should indicate strong job growth.

**Initial Jobless Claims and 4-Week Moving Average**  
October 2008 – October 2013





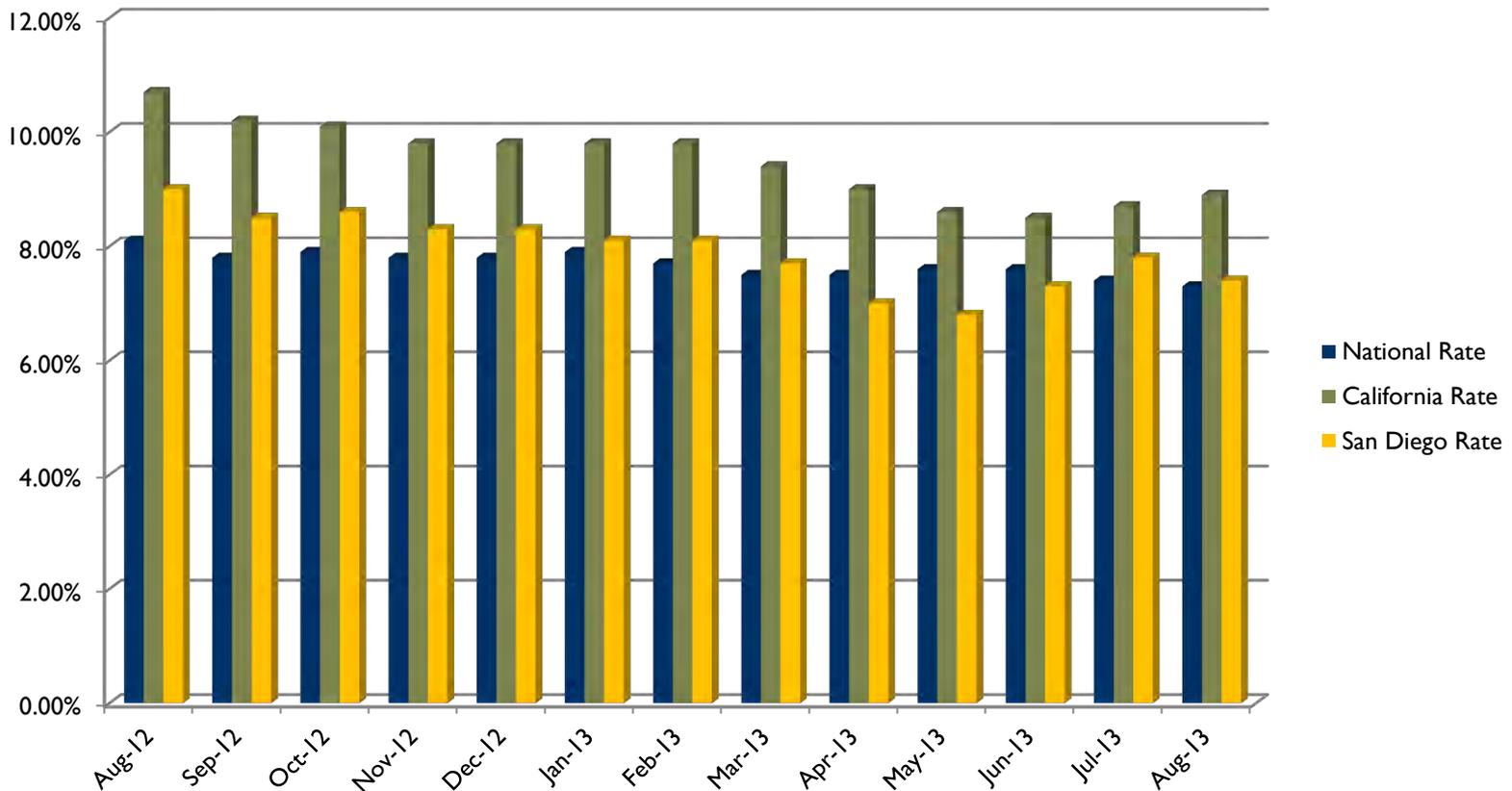
# Unemployment Claims Leap Due to California Backlog, Shutdown TO BE UPDATED



Due to shutdown, national labor statistics not available. State rates for Sept. released 10/18/13.

The Federal unemployment rate fell slightly to 7.3% for the month of August 2013. The National U-6 rate decreased to 13.7%. In California, the State unemployment rate was 8.9% in August, up 0.2 percentage point from July. Locally, San Diego's unemployment was 7.4% in August 2013, down from 7.8% in July 2013.

## Unemployment Rates



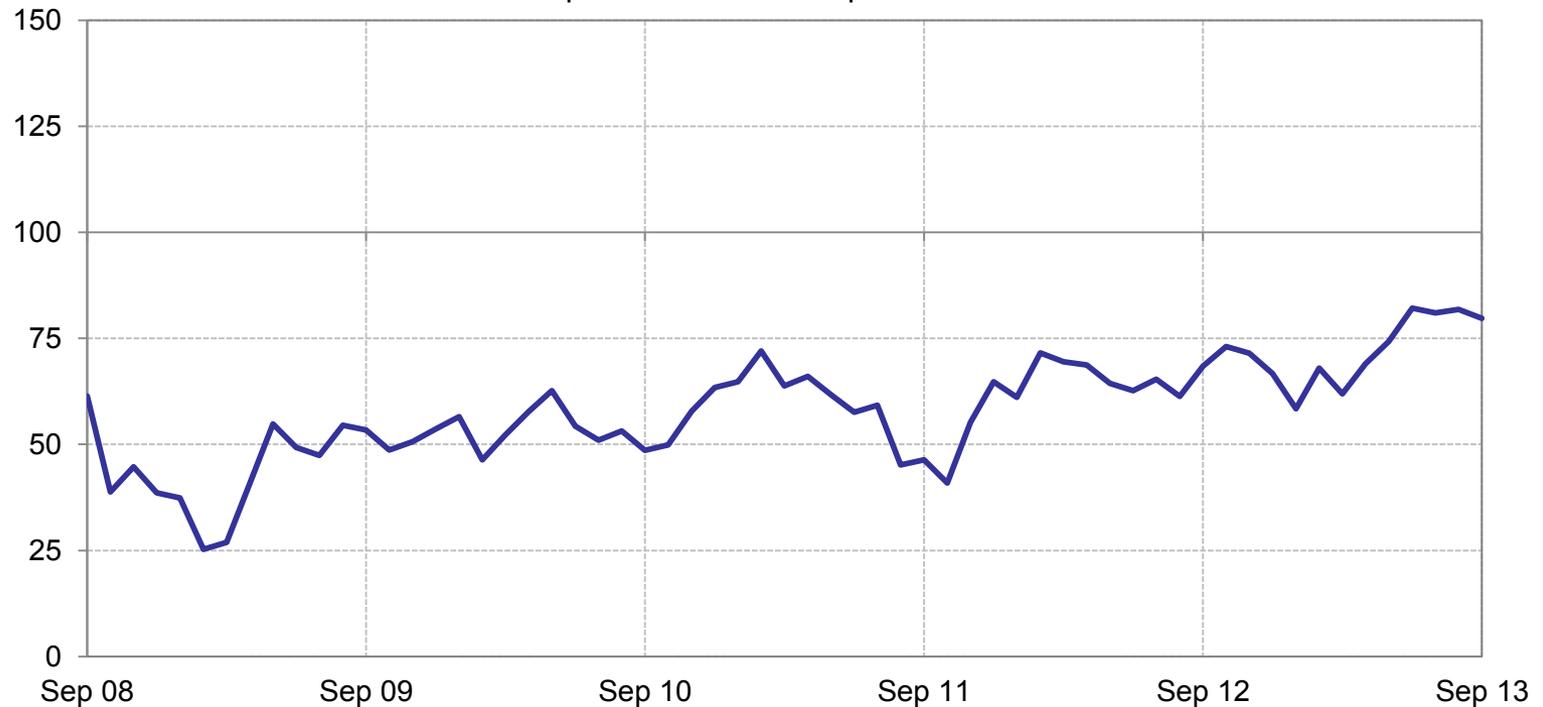


# Consumer Confidence Off Slightly



- The Consumer Confidence Index, which rose in August, fell slightly to 79.7 in September. Consumer concerns about jobs and earnings in the short-term resurfaced, while their expectations for future business conditions were little changed. The survey was taken before the current government shutdown, so it unclear what impact the budget impasse will have on consumer confidence going forward.

**Consumer Confidence Index**  
September 2008 – September 2013



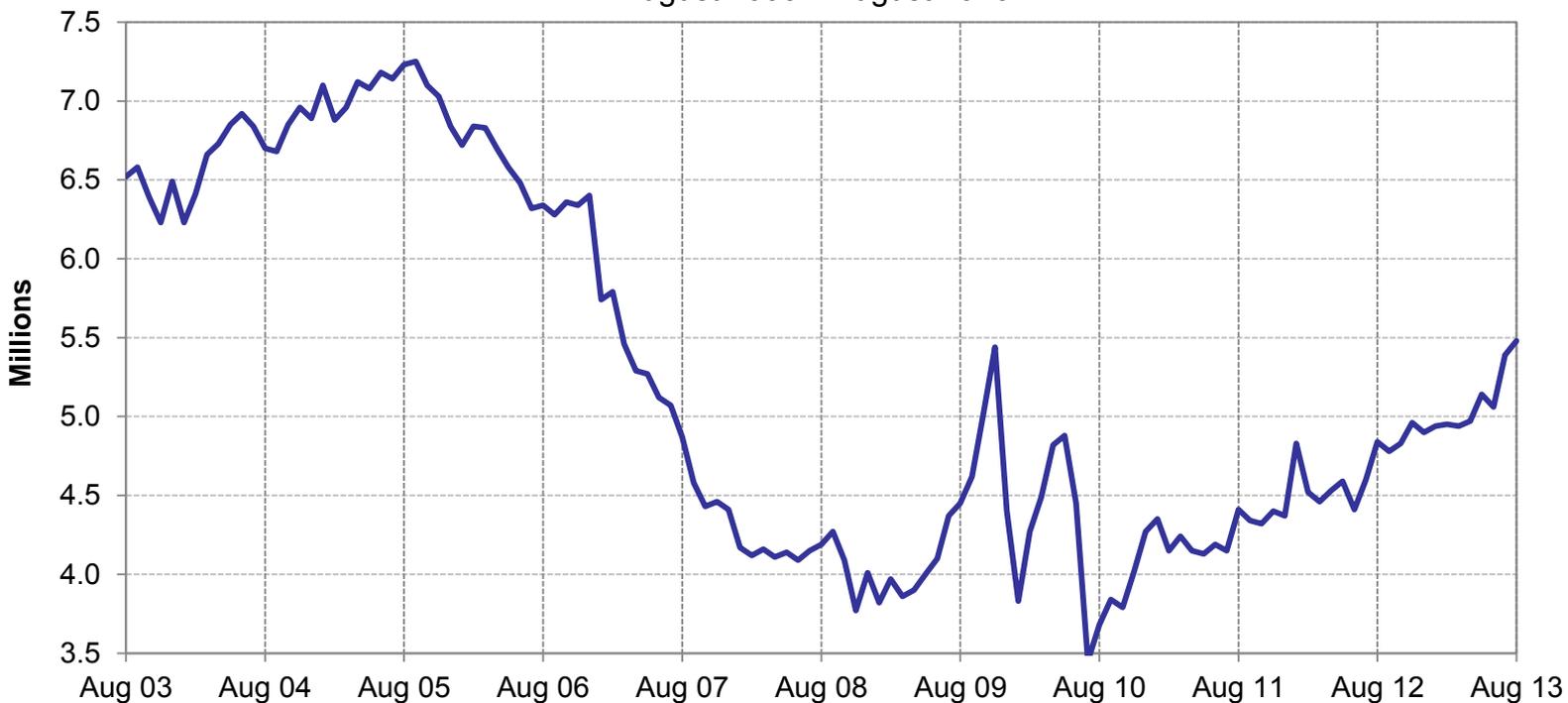


# Existing Home Sales Up in August



- The housing recovery continued its upward trend in August. Existing home sales increased by 1.7% to a seasonally adjusted annualized rate of 5.48 million units, which was its highest level in six and half years. There are concerns, however that the increase in mortgage rates in recent months could impact sales in coming months.

**U.S. Existing Home Sales (MoM)**  
August 2003 – August 2013





# Oil Prices Off Recent Highs



- Oil (WTI spot) closed at \$103.07 on October 7th. Oil, which had traded as high as \$110.62 (the high for the year) on September 6th, has been trading lower in recent weeks as on Syrian war worries have subsided.

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

October 1, 2008 – October 7, 2013





# Jet Fuel Prices Trending Down



- Jet fuel (U.S. Gulf Coast Spot Price) closed at \$2.90 on October 7<sup>th</sup>, which is down \$0.23 from its most recent high on August 28<sup>th</sup>, when the market's were reacting to a potential military strike in Syria. Over the past month, jet fuel prices have averaged \$2.90, which is down \$0.12 compared to the prior month's average.

**U.S. Gulf Coast Kerosene-Type Jet Fuel Spot Price FOB**  
August 1, 2008 – August 30, 2013





# Equity Markets Off Highs



- After hitting all-time highs on September 18th, the equity markets have declined recently on uncertainty surrounding the ongoing government shutdown and the upcoming debt limit. However, the DJIA is still up 12.9% and the S&P 500 is up 16.1% year-to-date.

**Dow Jones Industrial and S&P 500 Indices**  
October 1, 2008 – October 9, 2013

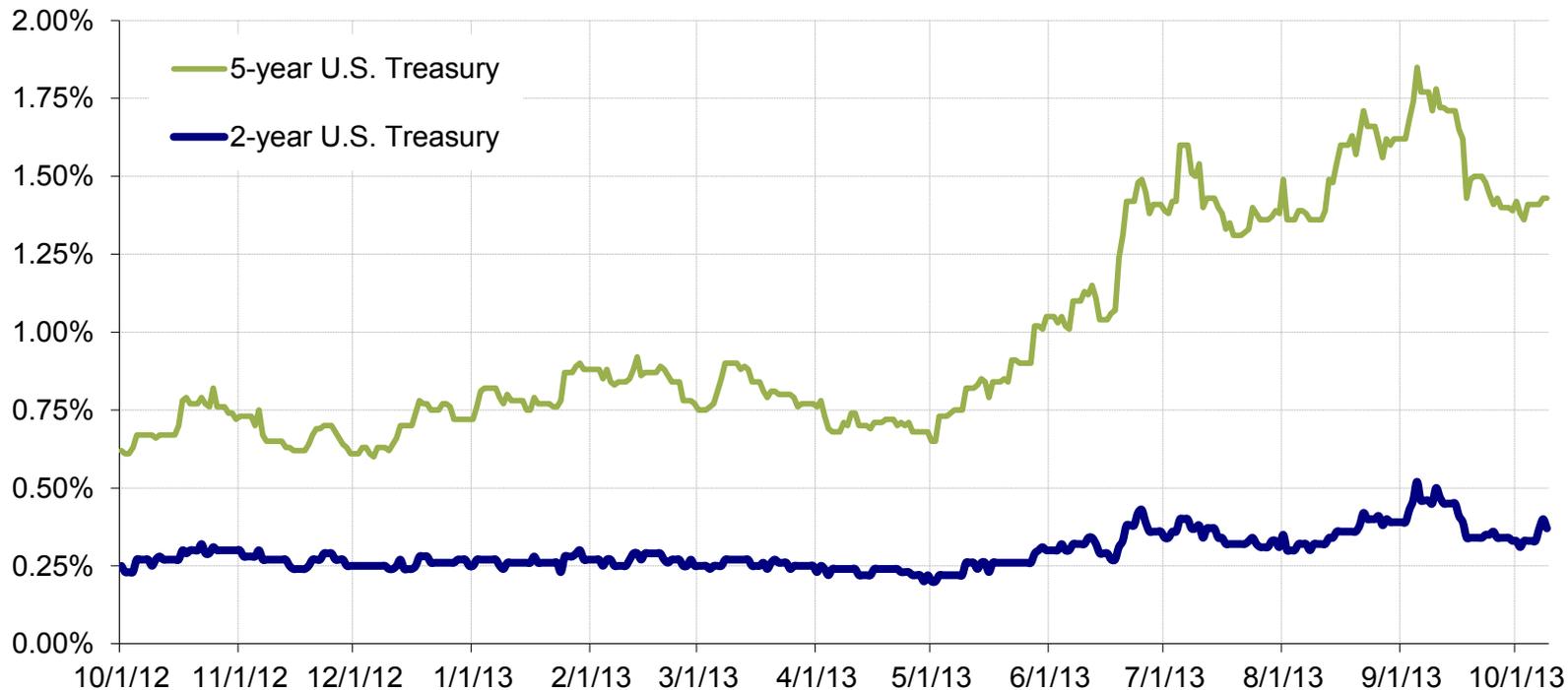




# Treasury Yields Off Recent Highs

- Treasury yields, which had reached their highs for the year in early September on the belief that the Federal Reserve would be ready to taper its quantitative easing program (buying longer-term Treasury and mortgage-backed securities), fell following the September FOMC meeting (September 17-18) when the FOMC did not announce a tapering of its asset purchases.

**2- and 5-year U.S. Treasury Yields**  
October 1, 2012 – October 9, 2013

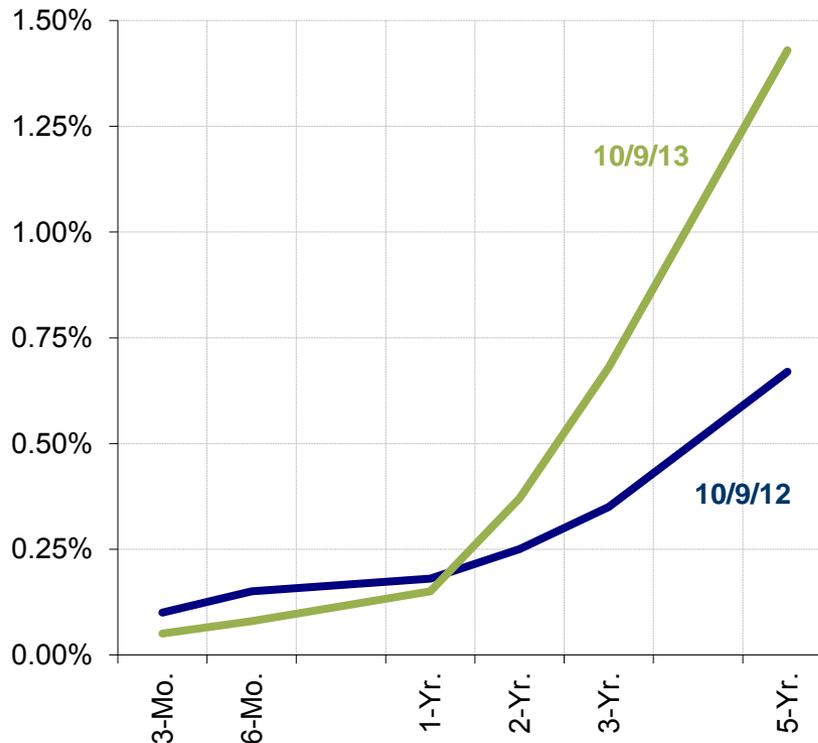




# U.S. Treasury Yield Curve Remains Steep

- The yield curve remains steep. Although long-term yields are off their highs, they remain well above short-term rates, which remain tied to the Federal Reserve's fed funds target rate policy.

**U.S. Treasury Yield Curve**  
October 9, 2012 versus October 9, 2013



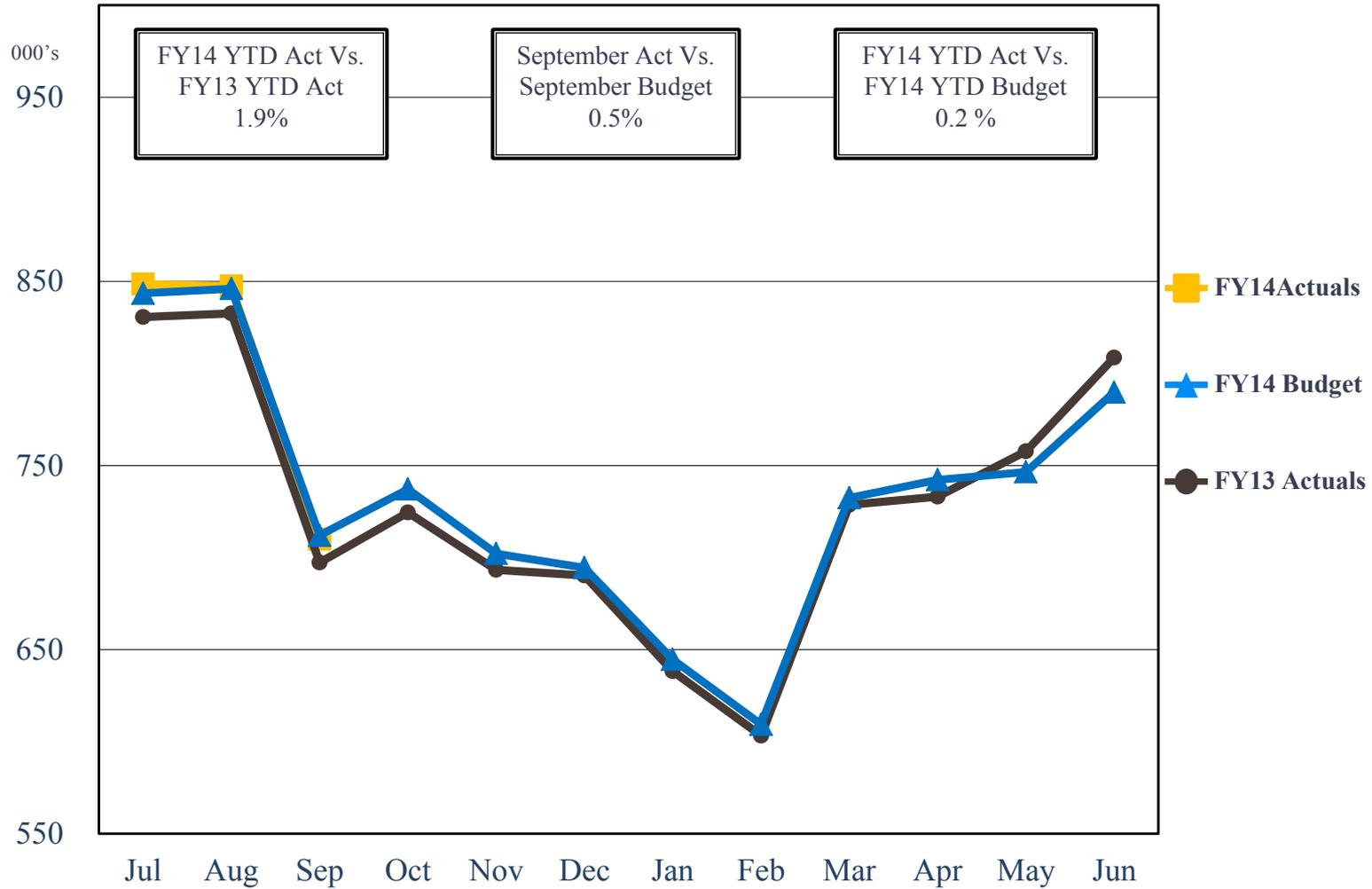
	10/9/12	10/9/13	Change
<b>3-Mo.</b>	0.10%	0.05%	(0.05%)
<b>6-Mo.</b>	0.15%	0.08%	(0.07%)
<b>1-Yr.</b>	0.18%	0.15%	(0.03%)
<b>2-Yr.</b>	0.25%	0.37%	0.12%
<b>3-Yr.</b>	0.35%	0.68%	0.33%
<b>5-Yr.</b>	0.67%	1.43%	0.76%
<b>10-Yr.</b>	1.74%	2.68%	0.94%
<b>20-Yr.</b>	2.52%	3.43%	0.91%
<b>30-Yr.</b>	2.93%	3.73%	0.80%

Unaudited Financial Statements  
For the Month Ended  
September 30, 2013



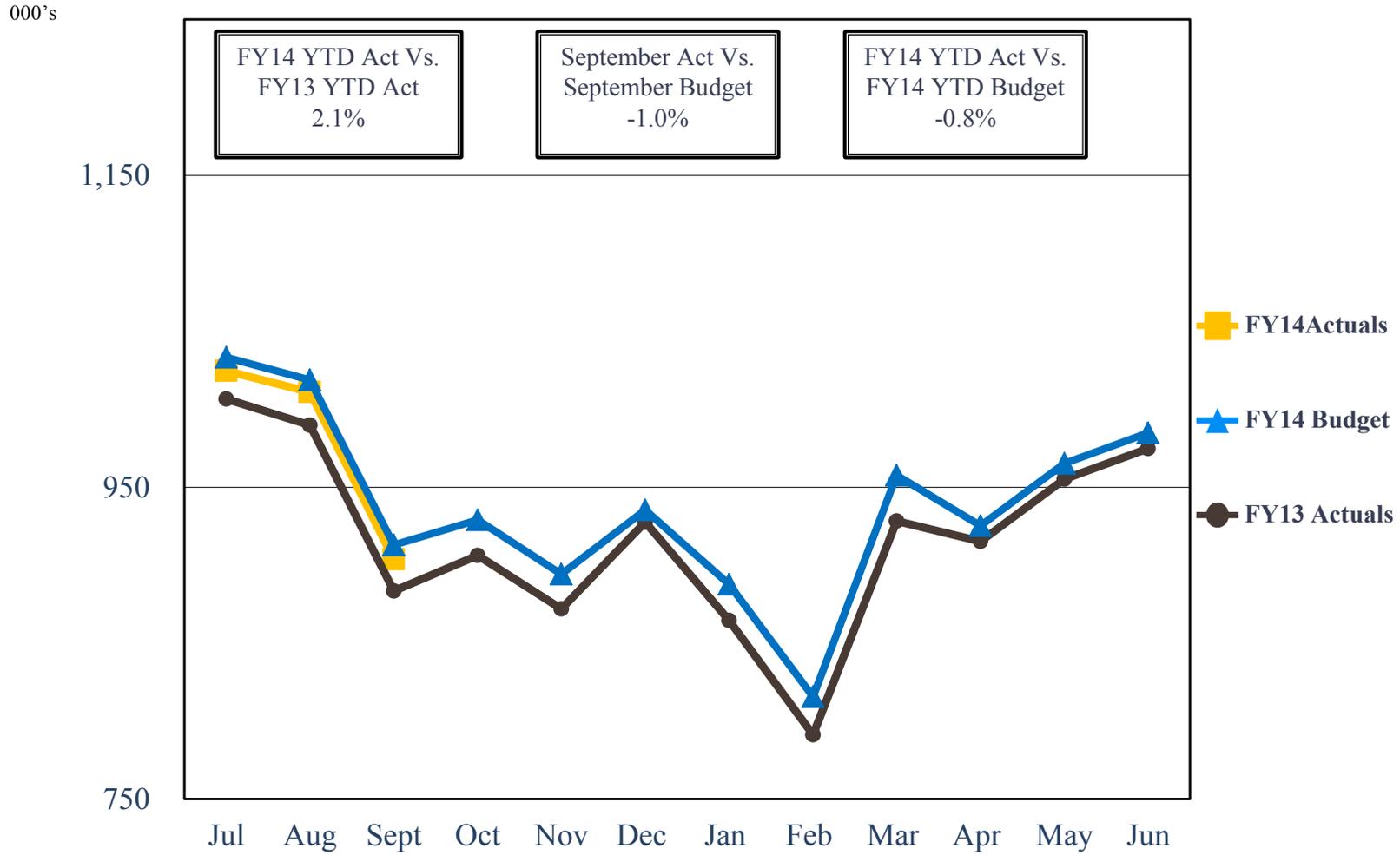


# Enplanements





# Gross Landing Weight Units (000 lbs)

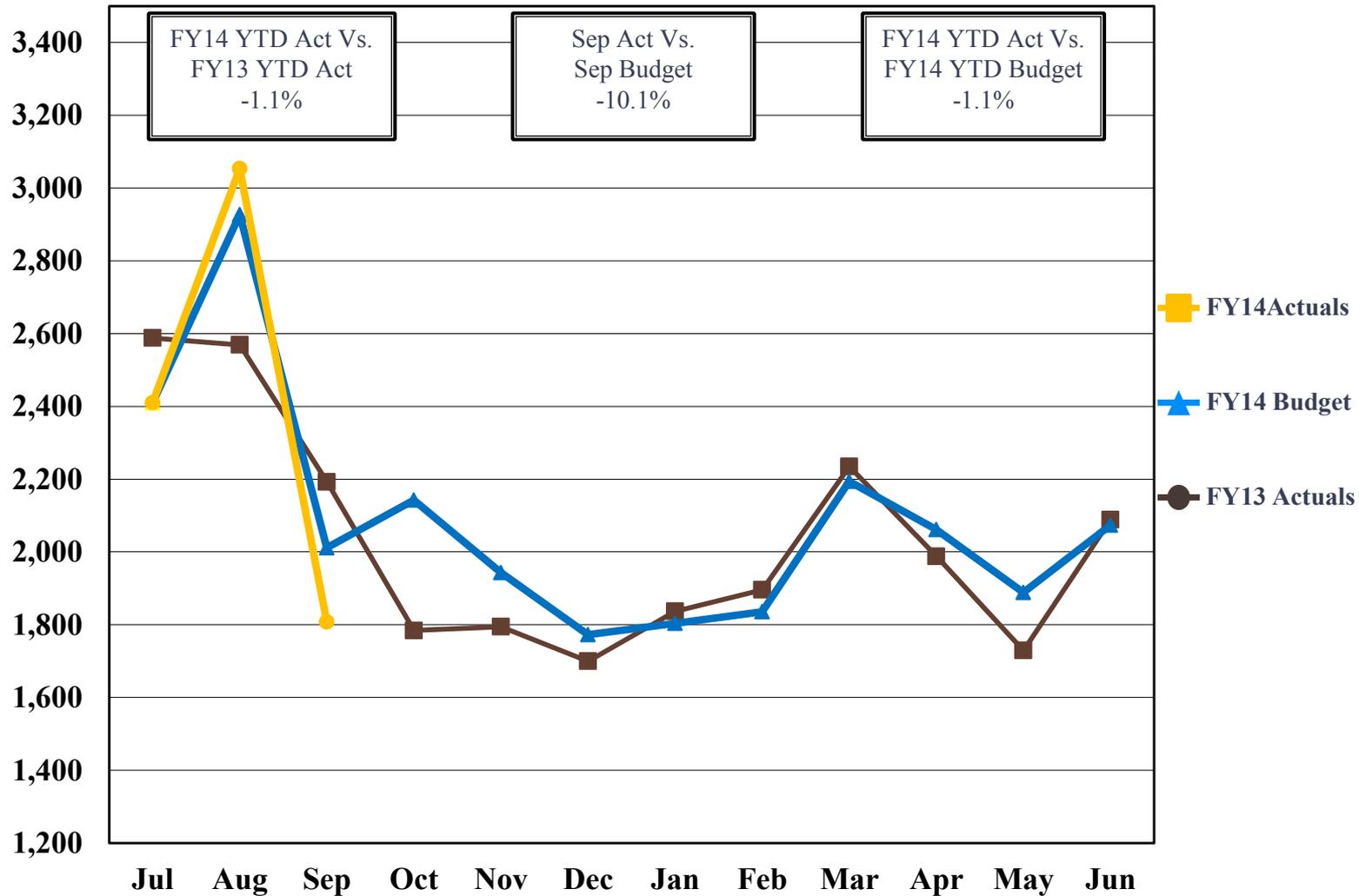




# Car Rental License Fees

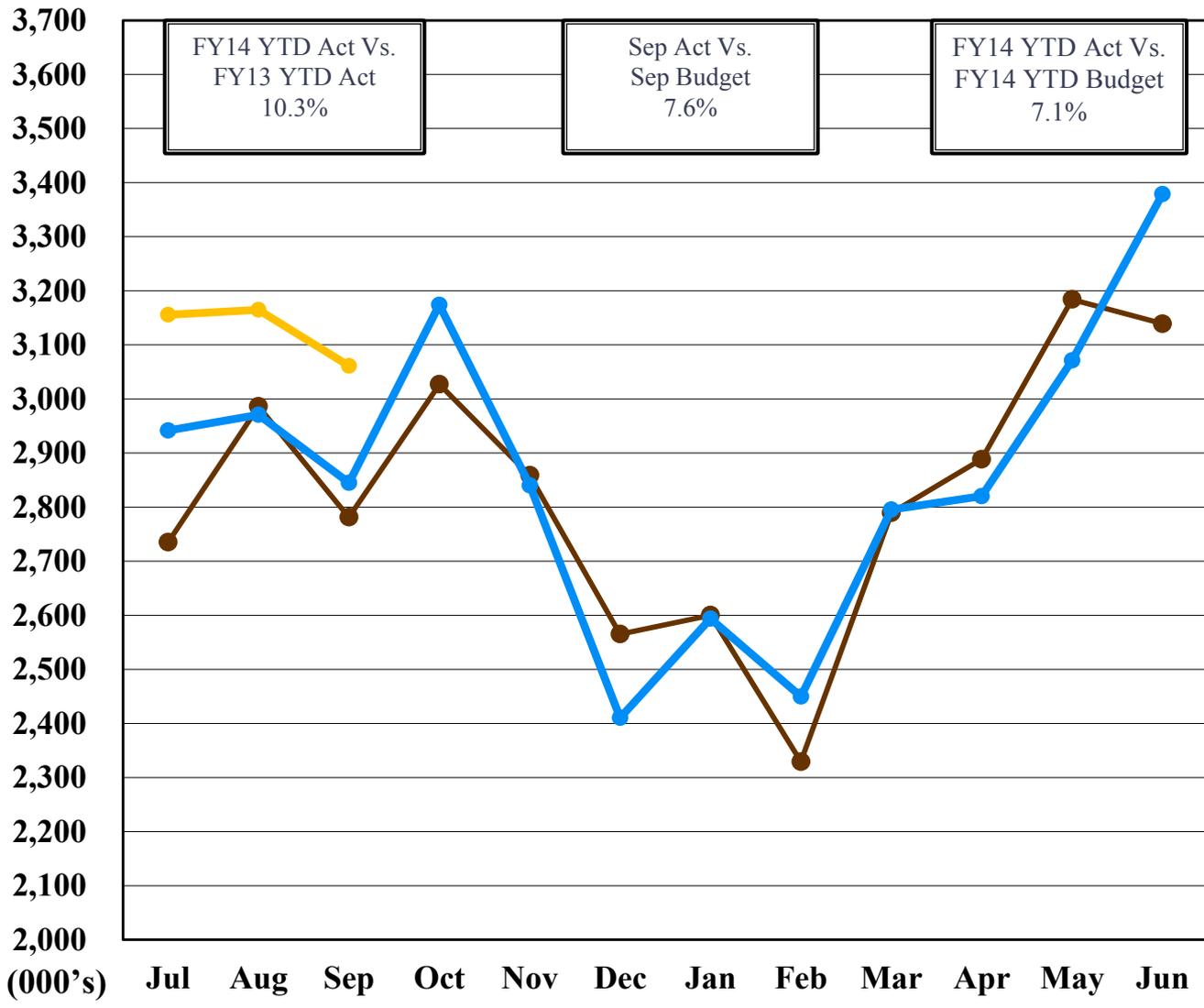


(000's)





# Parking Revenue





# Operating Revenues

## for the Month Ended September 30, 2013 (Unaudited)



(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Aviation revenue:</b>					
Landing fees	\$ 1,753	\$ 1,715	\$ (38)	(2)%	\$ 1,638
Aircraft parking fees	213	201	(12)	(6)%	270
Building rentals	3,756	3,816	60	2%	3,625
Security surcharge	2,081	2,081	(0)	(0)%	1,679
CUPPS Support Charges	93	93	(0)	(0)%	-
Other aviation revenue	132	132	0	0%	133
<b>Total aviation revenue</b>	<b>\$ 8,028</b>	<b>\$ 8,038</b>	<b>\$ 10</b>	<b>0%</b>	<b>\$ 7,345</b>



# Operating Revenues for the Month Ended September 30, 2013 (Unaudited)



(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Terminal rent non-airline</b>	\$ 86	\$ 89	\$ 3	3%	\$ 79
<b>Concession revenue:</b>					
<b>Terminal concession revenue:</b>					
Food and beverage	483	577	94	19%	587
Gifts and news	335	439	104	31%	359
Space storage	63	81	18	29%	-
Cost recovery	238	169	(69)	(29)%	-
Other (Primarily advertising)	228	233	5	2%	144
<b>Total terminal concession revenue</b>	<b>1,347</b>	<b>1,499</b>	<b>152</b>	<b>11%</b>	<b>1,090</b>
<b>Car rental and license fee revenue:</b>					
Rental car and license fees	2,011	1,807	(204)	(10)%	2,193
License fees-other	261	282	21	8%	277
<b>Total rental car and license fees</b>	<b>2,272</b>	<b>2,089</b>	<b>(183)</b>	<b>(8)%</b>	<b>2,470</b>
<b>Total concession revenue</b>	<b>\$ 3,619</b>	<b>\$ 3,588</b>	<b>\$ (31)</b>	<b>(1)%</b>	<b>\$ 3,560</b>



# Operating Revenues for the Month Ended September 30, 2013 (Unaudited)



(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Parking revenue:</b>					
Short-term parking revenue	\$ 1,802	\$ 1,954	\$ 152	8%	\$ 1,473
Long-term parking revenue	1,043	1,107	64	6%	1,308
<b>Total parking revenue</b>	<b>2,845</b>	<b>3,061</b>	<b>216</b>	<b>8%</b>	<b>2,781</b>
Ground transportation permits and citations	226	246	20	9%	117
Ground rentals	680	648	(32)	(5)%	706
Grant reimbursements	18	16	(2)	(11)%	16
Other operating revenue	37	43	6	16%	39
<b>Subtotal</b>	<b>3,806</b>	<b>4,014</b>	<b>208</b>	<b>5%</b>	<b>3,659</b>
<b>Total operating revenues</b>	<b>\$ 15,539</b>	<b>\$ 15,729</b>	<b>\$ 190</b>	<b>1%</b>	<b>\$ 14,643</b>



# Operating Expenses

## for the Month Ended September 30, 2013 (Unaudited)



(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Operating expenses:</b>					
Salaries and benefits	\$ 3,206	\$ 2,996	\$ 210	7%	\$ 2,827
Contractual services	3,002	2,755	247	8%	2,432
Safety and security	1,939	2,043	(104)	(5)%	1,860
Space rental	865	866	(1)	(0)%	952
Utilities	812	778	34	4%	618
Maintenance	915	1,181	(266)	(29)%	385
Equipment and systems	37	13	24	65%	27
Materials and supplies	32	54	(22)	(69)%	18
Insurance	104	82	22	21%	73
Employee development and support	90	99	(9)	(10)%	79
Business development	351	111	240	68%	204
Equipment rental and repairs	208	275	(67)	(32)%	91
<b>Total operating expenses</b>	<b>\$ 11,561</b>	<b>\$ 11,253</b>	<b>\$ 308</b>	<b>3%</b>	<b>\$ 9,566</b>



# Financial Summary

## for the Month Ended September 30, 2013 (Unaudited)



(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
Total operating revenues	15,539	15,729	\$ 190	1%	\$ 14,643
Total operating expenses	11,561	11,253	308	3%	9,566
<b>Income from operations</b>	<b>3,978</b>	<b>4,476</b>	<b>498</b>	<b>13%</b>	<b>5,077</b>
Depreciation	5,063	5,063	-	-	3,559
<b>Operating income (loss)</b>	<b>\$ (1,085)</b>	<b>\$ (587)</b>	<b>\$ 498</b>	<b>(46)%</b>	<b>\$ 1,518</b>



# Nonoperating Revenues & Expenses for the Month Ended September 30, 2013 (Unaudited)



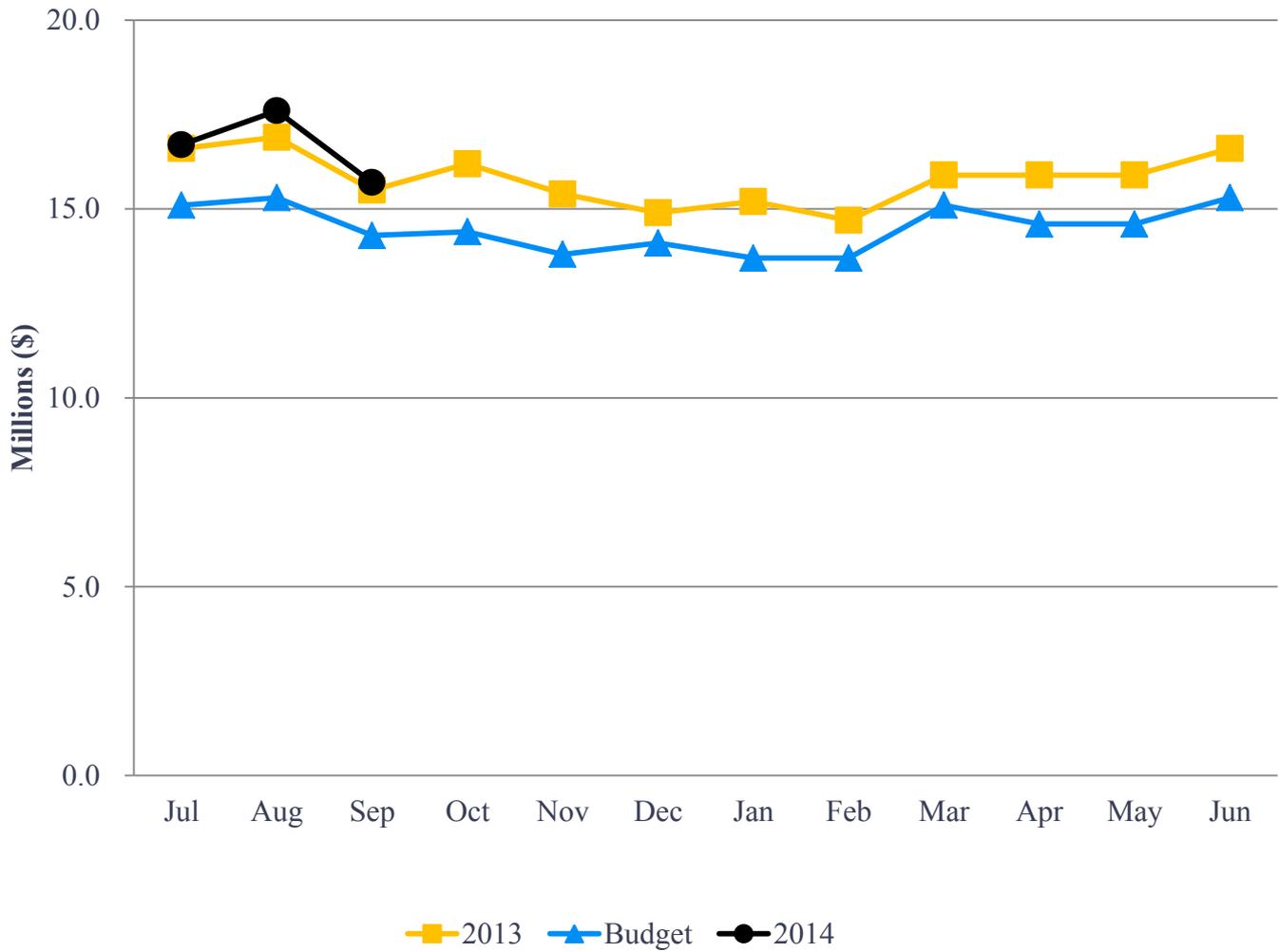
(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Nonoperating revenues (expenses):</b>					
Passenger facility charges	\$ 2,877	\$ 2,784	\$ (93)	(3)%	\$ 3,008
Customer facility charges (Rental Car Center)	1,971	2,084	113	6%	1,051
Quieter Home Program, net	(160)	(165)	(5)	(3)%	(149)
Interest income	441	360	(81)	(18)%	352
BAB interest rebate	395	395	0	-	416
Interest expense bonds and commercial paper	(4,235)	(4,189)	46	1%	(2,795)
Interest expense centralized receiving building purchase agreement	(60)	(60)	0	0%	-
Amortization of bond and commercial paper fees	(26)	(29)	(3)	(12)%	(20)
2005 Bond defeasance	-	(323)	(323)	-	-
Capitalized interest expense from bonds and commercial paper	153	722	569	372%	2,848
Bond amortization	335	367	32	10%	90
Other nonoperating revenue (expenses)	(2)	(248)	(246)	-	(227)
<b>Nonoperating revenue, net</b>	<b>1,689</b>	<b>1,698</b>	<b>9</b>	<b>1%</b>	<b>4,575</b>
<b>Change in net position before grant contributions</b>	<b>604</b>	<b>1,111</b>	<b>507</b>	<b>84%</b>	<b>6,093</b>
Capital grant contributions	76	113	37	49%	1,001
<b>Change in net position</b>	<b>\$ 680</b>	<b>\$ 1,224</b>	<b>\$ 544</b>	<b>80%</b>	<b>\$ 7,094</b>

Revenues & Expenses (Unaudited)  
For the Three Months Ended  
September 30, 2013 and 2012





# Monthly Operating Revenue, FY 2014 (Unaudited)





## Operating Revenues for the Three Months Ended September 30, 2013 and 2012 (Unaudited)



(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Aviation revenue:</b>					
Landing fees	\$ 5,701	\$ 5,665	\$ (36)	(1)%	\$ 5,533
Aircraft parking fees	640	620	(20)	(3)%	830
Building rentals	11,355	11,432	77	1%	10,857
Security surcharge	6,242	6,242	(0)	(0)%	5,157
CUPPS Support Charges	279	279	(0)	(0)%	-
Other aviation revenue	402	401	(1)	(0)%	399
<b>Total aviation revenue</b>	<b>\$ 24,619</b>	<b>\$ 24,639</b>	<b>\$ 20</b>	<b>0%</b>	<b>\$ 22,776</b>



# Operating Revenues

for the Three Months Ended September 30, 2013 and 2012 (Unaudited)



(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Terminal rent non-airline</b>	\$ 251	\$ 272	\$ 21	9%	\$ 231
<b>Concession revenue:</b>					
<b>Terminal concession revenue:</b>					
Food and beverage	1,606	1,848	242	15%	1,818
Retail	1,140	1,221	81	7%	1,097
Space storage	188	214	26	14%	-
Cost recovery	539	471	(68)	(13)%	-
Other (Primarily advertising)	687	692	5	1%	730
<b>Total terminal concession revenue</b>	<b>4,160</b>	<b>4,446</b>	<b>286</b>	<b>7%</b>	<b>3,645</b>
<b>Car rental and license fee revenue:</b>					
Rental car license fees	7,347	7,270	(77)	(1)%	7,350
License fees-other	892	962	70	8%	814
<b>Total rental car and license fees</b>	<b>8,239</b>	<b>8,232</b>	<b>(7)</b>	<b>(0)%</b>	<b>8,163</b>
<b>Total concession revenue</b>	<b>\$ 12,399</b>	<b>\$ 12,678</b>	<b>\$ 279</b>	<b>2%</b>	<b>\$ 11,808</b>



# Operating Revenues

for the Three Months Ended September 30, 2013 and 2012 (Unaudited)

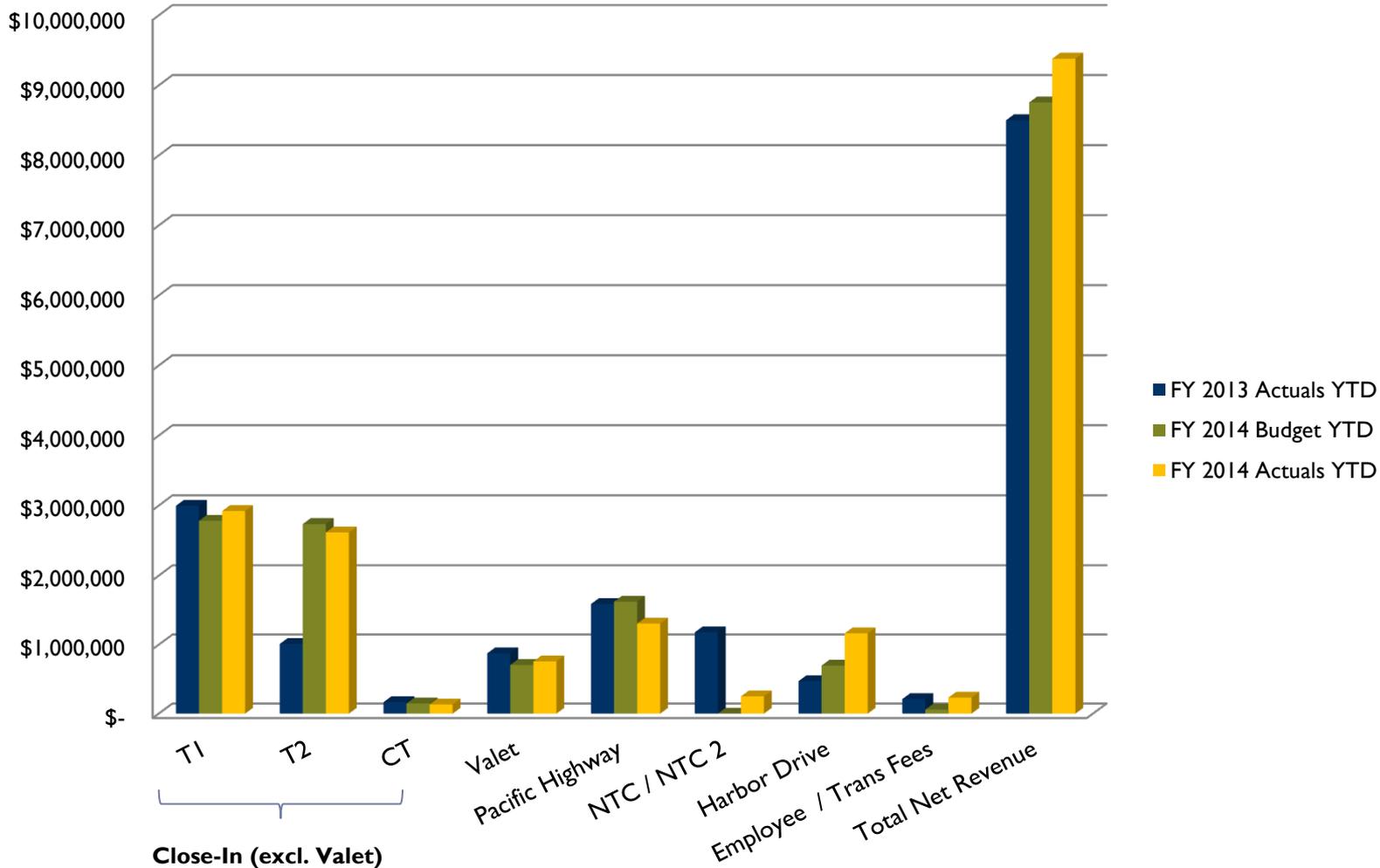


(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Parking revenue:</b>					
Short-term parking revenue	\$ 5,668	\$ 5,672	\$ 4	0%	\$ 4,175
Long-term parking revenue	3,089	3,709	620	20%	4,328
<b>Total parking revenue</b>	<b>8,757</b>	<b>9,381</b>	<b>624</b>	<b>7%</b>	<b>8,503</b>
Ground transportation permits and citations	754	790	36	5%	315
Ground rentals	2,062	2,009	(53)	(3)%	2,080
Grant reimbursements	56	48	(8)	(15)%	48
Other operating revenue	110	170	60	54%	178
<b>Subtotal</b>	<b>11,739</b>	<b>12,398</b>	<b>659</b>	<b>6%</b>	<b>11,124</b>
<b>Total operating revenues</b>	<b>\$ 49,008</b>	<b>\$ 49,987</b>	<b>\$ 979</b>	<b>2%</b>	<b>\$ 45,939</b>



# Total YTD Parking Revenue

for the three months ended September 30, 2013

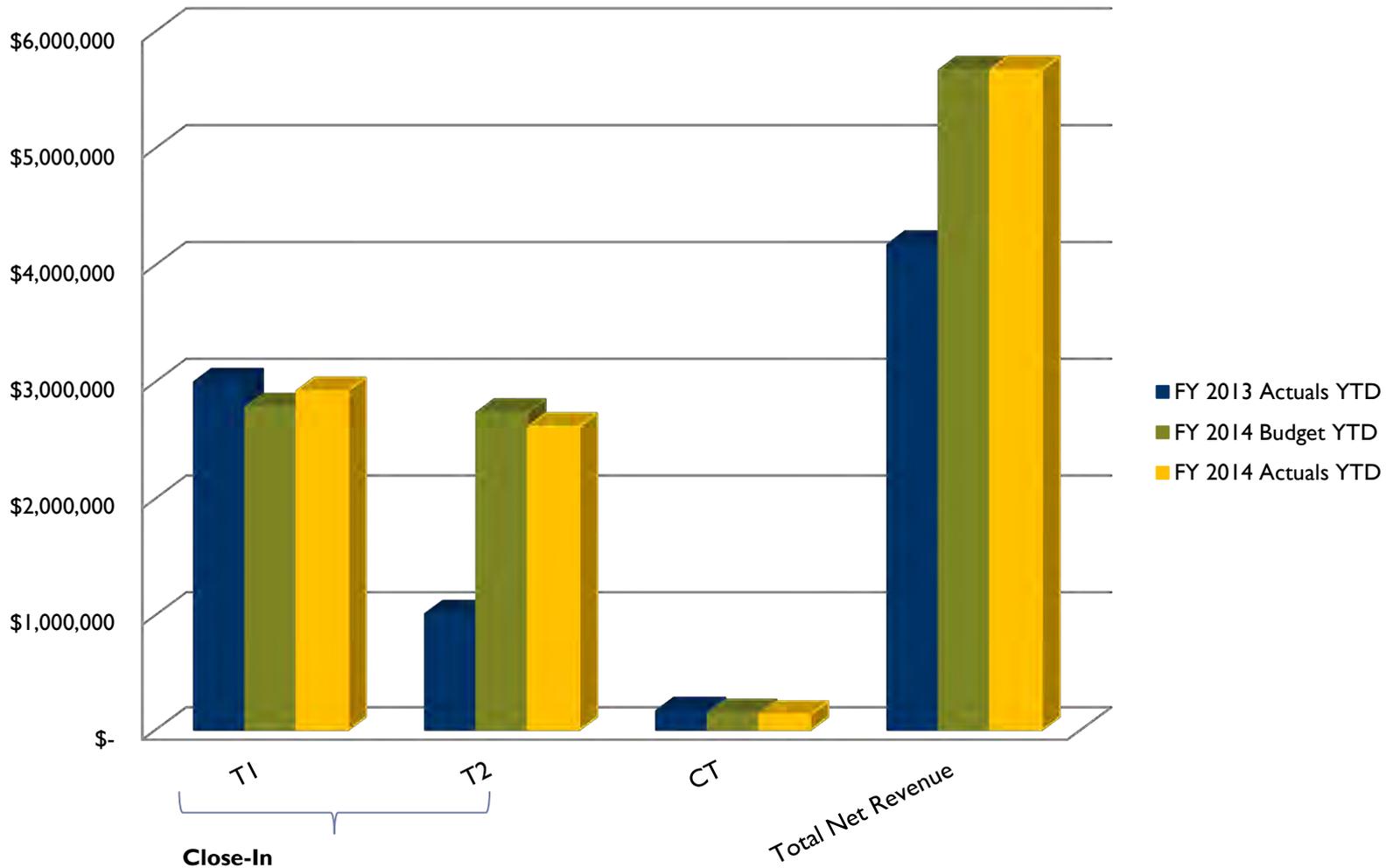




# Short Term YTD Term Parking Revenue



for the 3 months ended September 30, 2013

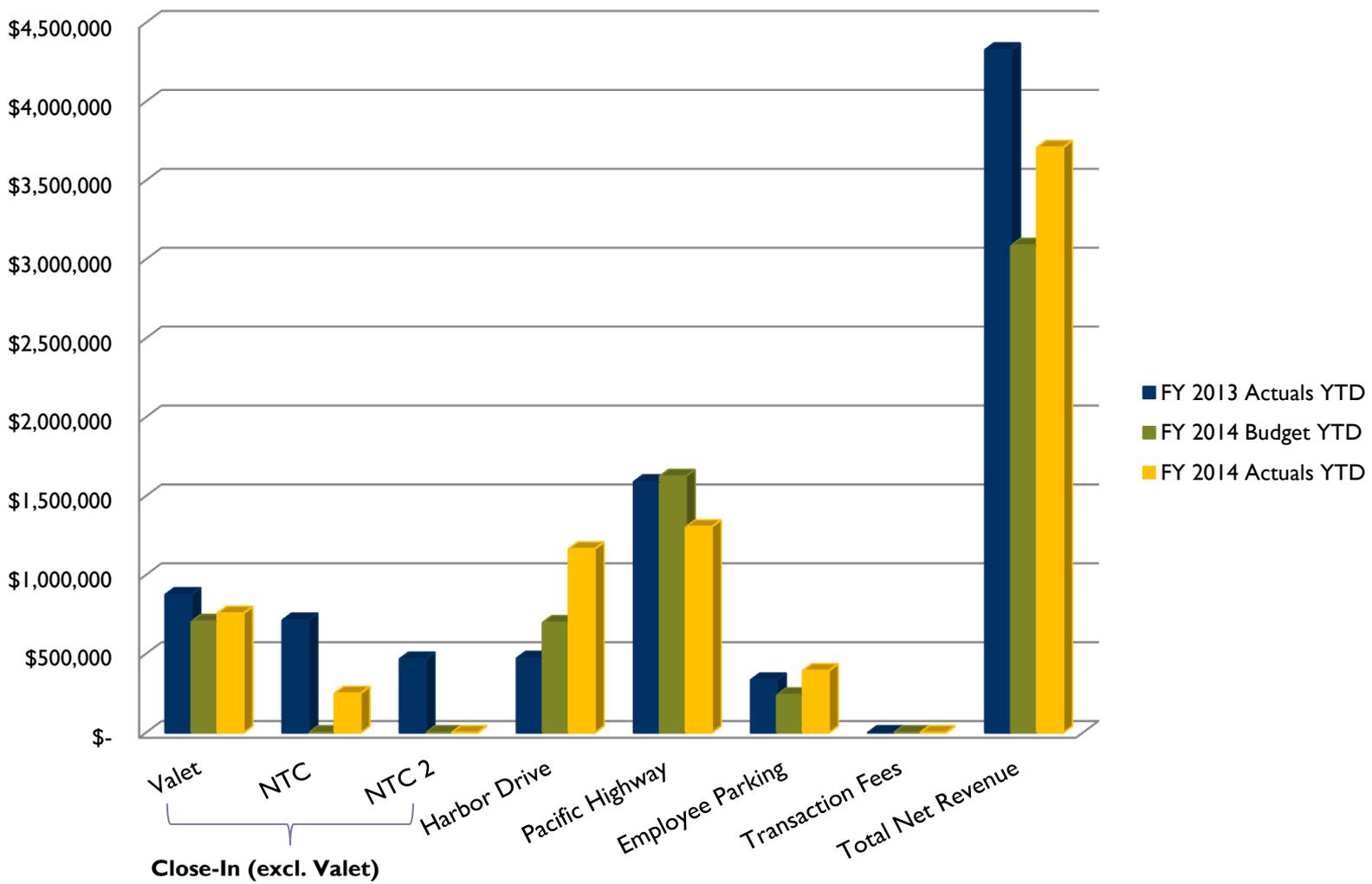




# Long Term YTD Term Parking Revenue

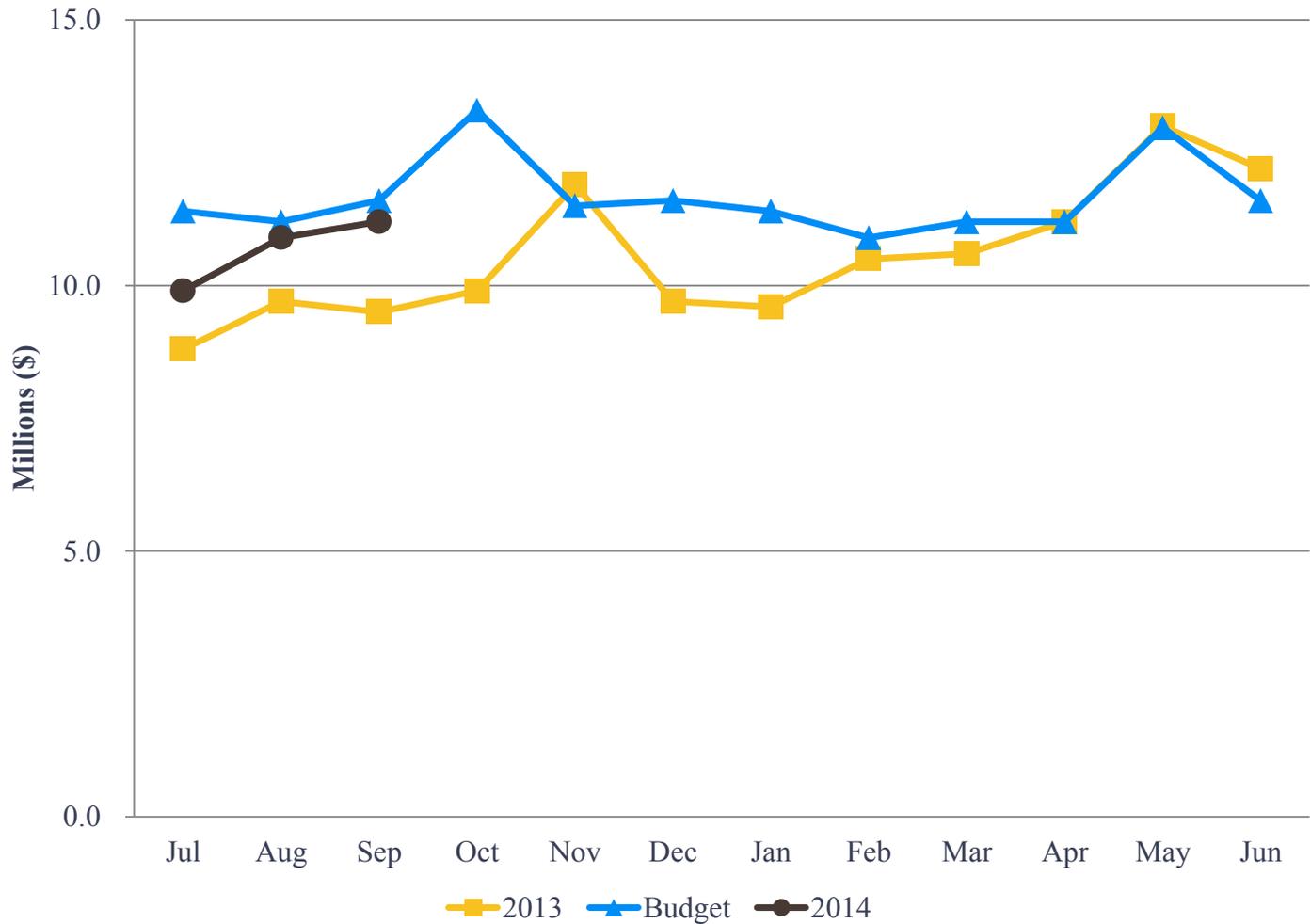


For the three months ended September 30, 2013





# Monthly Operating Expenses, FY 2014 (Unaudited)





## Operating Expenses for the Three Months Ended September 30, 2013 and 2012 (Unaudited)



(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Operating expenses:</b>					
Salaries and benefits	\$ 9,553	\$ 9,148	\$ 405	4%	\$ 8,482
Contractual services	8,876	7,803	1,073	12%	6,681
Safety and security	5,794	5,816	(22)	(0)%	5,249
Space rental	2,596	2,595	1	0%	2,853
Utilities	2,258	2,189	69	3%	1,818
Maintenance	2,904	2,959	(55)	(2)%	1,675
Equipment and systems	114	51	63	55%	46
Materials and supplies	95	101	(6)	(6)%	71
Insurance	313	247	66	21%	209
Employee development and support	262	216	46	18%	160
Business development	775	335	440	57%	587
Equipment rental and repairs	629	670	(41)	(7)%	301
<b>Total operating expenses</b>	<b>\$ 34,169</b>	<b>\$ 32,130</b>	<b>\$ 2,039</b>	<b>6%</b>	<b>\$ 28,132</b>



# Financial Summary

## for the Three Months Ended September 30, 2013 and 2012 (Unaudited)



(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
Total operating revenues	\$ 49,008	\$ 49,987	\$ 979	2%	\$ 45,939
Total operating expenses	34,169	32,130	2,039	6%	28,132
<b>Income from operations</b>	<b>14,839</b>	<b>17,857</b>	<b>3,018</b>	<b>20%</b>	<b>17,807</b>
Depreciation	14,745	14,745	-		10,485
<b>Operating income (loss)</b>	<b>\$ 94</b>	<b>\$ 3,112</b>	<b>\$ 3,018</b>	<b>3211%</b>	<b>\$ 7,322</b>



## Nonoperating Revenues & Expenses for the Three Months Ended September 30, 2013 and 2012 (Unaudited)



(In thousands)	Budget	Actual	Variance Favorable (Unfavorable)	% Change	Prior Year
<b>Nonoperating revenues (expenses):</b>					
Passenger facility charges	\$ 9,041	\$ 8,791	\$ (250)	(3)%	\$ 8,900
Customer facility charges (Rental Car Center)	6,203	6,603	400	6%	3,087
Quieter Home Program, net	(491)	(407)	84	17%	557
Interest income	1,323	1,169	(154)	(12)%	1,102
BAB interest rebate	1,185	1,185	-	-	1,249
Interest expense bonds and commercial paper	(12,705)	(12,569)	136	1%	(8,386)
Interest expense centralized receiving building purchase agreement	(182)	(242)	(60)	(33)%	-
Amortization of bond and commercial paper fees	(79)	(75)	4	5%	(61)
2005 Bond defeasance	-	(646)	(646)	-	-
Capitalized interest expense from bonds and commercial paper	459	2,042	1,583	(345)%	8,528
Bond amortization	1,009	1,103	94	9%	270
Other nonoperating revenue (expenses)	(3)	904	907	-	(623)
<b>Nonoperating revenue, net</b>	<b>5,760</b>	<b>7,858</b>	<b>2,098</b>	<b>36%</b>	<b>14,624</b>
<b>Change in Net Position before grant contributions</b>	<b>5,854</b>	<b>10,970</b>	<b>5,116</b>	<b>87%</b>	<b>21,946</b>
Capital grant contributions	2,193	698	(1,495)	(68)%	4,003
<b>Change in Net Position</b>	<b>\$ 8,047</b>	<b>\$ 11,668</b>	<b>\$ 3,621</b>	<b>45%</b>	<b>\$ 25,949</b>



# Statements of Net Position (Unaudited)



(In thousands)

**September**

**2013**

**2012**

**Current assets:**

Cash and investments	\$ 111,418	\$ 113,836
Tenant lease receivable, net of allowance of 2013: (\$53,719) and 2012: (52,329)	9,103	7,543
Grants receivable	3,422	6,533
Notes receivable-current portion	1,447	1,476
Prepaid expenses and other current assets	8,298	7,217
<b>Total current assets</b>	<b>133,688</b>	<b>136,605</b>

<b>Cash designated for capital projects and other</b>	<b>\$ 9,397</b>	<b>\$ 9,048</b>
---	-----------------	-----------------



# Statements of Net Position (Unaudited)



(In thousands)

**September**

**2013**

**2012**

**Restricted assets:**

Cash and investments:

Bonds reserve	\$ 71,216	\$ 47,829
Passenger facility charges and interest unapplied	41,750	68,738
Customer facility charges and interest applied*	41,180	32,858
Commercial paper reserve	61	3
SBD bond guarantee	4,000	2,000
Bond proceeds held by trustee	291,881	106,193
Commercial paper interest held by trustee	13	13
Passenger facility charges receivable	3,515	4,055
Customer facility charges receivable*	2,112	1,030
OCIP insurance reserve	5,381	6,003
<b>Total restricted assets</b>	<b>\$ 461,109</b>	<b>\$ 268,722</b>

\*Rental Car Center



# Statements of Net Position (Unaudited)



(In thousands)

**September**

**2013**

**2012**

**Noncurrent assets:**

**Capital assets:**

Land and land improvements	\$ 71,294	\$ 24,487
Runways, roads and parking lots	534,692	269,659
Buildings and structures	714,679	461,525
Machinery and equipment	13,621	12,929
Vehicles	5,535	5,389
Office furniture and equipment	31,542	31,176
Works of art	2,284	2,350
Construction-in-progress	423,230	702,325
<b>Total capital assets</b>	<b>1,796,877</b>	<b>1,509,840</b>
Less: accumulated depreciation	(596,440)	(551,033)
<b>Total capital assets, net</b>	<b>\$ 1,200,437</b>	<b>\$ 958,807</b>



# Statements of Net Position (Unaudited)



(In thousands)

**September**

**2013**

**2012**

**Other assets:**

Notes receivable - long-term portion

\$ 39,537      \$ 41,002

Investments - long-term portion

53,225      7,431

Deferred costs - bonds (net)

0      4,586

Net pension asset

6,509      7,065

Security deposit

500      615

**Total other assets**

**99,771      60,699**

**Total noncurrent assets**

**1,300,208      1,019,506**

**TOTAL ASSETS**

**\$ 1,904,402      \$ 1,433,881**



# Statements of Net Position (Unaudited)



(In thousands)

**September**

**2013**

**2012**

**Current liabilities:**

Accounts payable and accrued liabilities

\$ 74,777      \$ 80,451

Deposits and other current liabilities

3,376              2,848

**Total current liabilities**

**78,153              83,299**

**Current liabilities - payable from restricted assets:**

Current portion of long-term debt

1,030              5,415

Accrued interest on bonds  
and commercial paper

12,624              8,184

**Total liabilities payable from restricted assets**

**\$ 13,654              \$ 13,599**



# Statements of Net Position (Unaudited)



## Long-term liabilities - other:

Commercial paper notes payable

Other long-term liabilities

Long-term debt - bonds net of amortized premium

**Total long-term liabilities**

**Total liabilities**

(In thousands)

**September**

**2013**

**2012**

\$	50,969	\$	19,924
	9,848		1,481
	1,020,850		624,087
	<b>1,081,667</b>		<b>645,492</b>
<b>\$</b>	<b>1,173,474</b>	<b>\$</b>	<b>742,390</b>





# Statements of Net Position (Unaudited)



(In thousands)

**September**

**2013**

**2012**

## Net Position:

Invested in capital assets, net of related debt

\$ 411,367      \$ 414,549

Other restricted

176,618      173,279

Unrestricted:

Designated

15,906      16,113

Undesignated

127,037      87,550

**Total net position**

**730,928      691,491**

**TOTAL LIABILITIES AND NET POSITION**

**\$ 1,904,402      \$ 1,433,881**



# Questions



# San Diego County Regional Airport Authority

Investment Report  
As of September 30, 2013



Presented by:  
Vernon D. Evans, CPA  
Vice President, Finance / Treasurer & CFO  
Scott Brickner, CPA  
Director, Financial Planning and Budget  
October 28, 2013



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 and investment portfolio are 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.

A handwritten signature in black ink that reads "Vernon D. Evans". The signature is written in a cursive style and is positioned above a horizontal line.

Vernon D. Evans  
Chief Financial Officer/Treasurer  
San Diego County Regional Airport Authority



# Total Portfolio Summary



## Total Portfolio Summary

	Current Period	Prior Period	Change From Prior
	September 30, 2013	June 30, 2013	
Book Value <sup>(1)</sup>	\$334,264,000	\$310,401,000	\$23,863,000
Market Value	\$333,758,000	\$309,941,000	\$23,817,000
Market Value%	99.90%	99.89%	0.01%
Unrealized Gain / (Loss)	(\$506,000)	(\$460,000)	(\$46,000)
Weighted Average Maturity (Days)	299 days	339 days	(40)
Weighted Average Yield as of Period End	0.43%	0.46%	(0.03%)
Cash Interest Received- Current Month	\$48,000	\$94,000	(\$46,000)
Cash Interest Received- Quarter-to-Date	\$356,000	\$244,000	\$112,000
Accrued Interest	\$265,000	\$244,000	\$21,000

**Notes:**

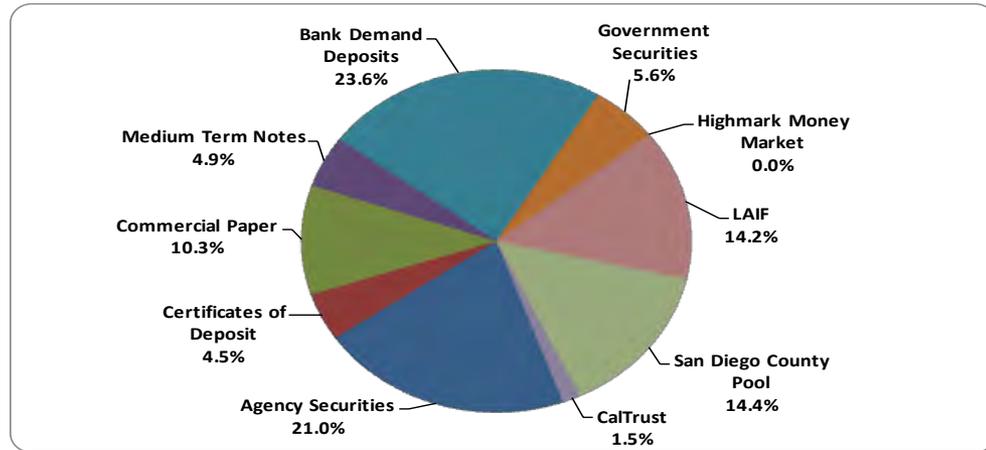
(1) Increase in cash balance was predominantly due to capital receipts exceeding capital disbursements and positive operating cash flow



# Portfolio Composition by Security Type



	September 30, 2013		June 30, 2013		Permitted by Policy
	Market Value	Percent of Portfolio	Market Value	Percent of Portfolio	
Agency Securities	\$ 70,231,000	21.0%	\$ 74,053,000	23.8%	100%
Certificates of Deposit	15,149,000	4.5%	10,117,000	3.3%	30%
Commercial Paper	34,472,000	10.3%	35,485,000	11.4%	25%
Medium Term Notes	16,205,000	4.9%	8,126,000	2.6%	15%
Bank Demand Deposits	78,086,000	23.6%	69,063,000	22.4%	100%
Government Securities	18,795,000	5.6%	11,759,000	3.8%	100%
Highmark Money Market	138,000	0.0%	537,000	0.2%	20%
LAIF	47,454,000	14.2%	47,456,000	15.3%	\$50 million <sup>(1)</sup>
San Diego County Pool	48,220,000	14.4%	48,345,000	15.6%	\$50 million <sup>(2)</sup>
CalTrust	5,008,000	1.5%	5,000,000	1.6%	\$50 million <sup>(3)</sup>
<b>Total:</b>	<b>\$ 333,758,000</b>	<b>100.0%</b>	<b>\$ 309,941,000</b>	<b>100.0%</b>	



**Notes:**

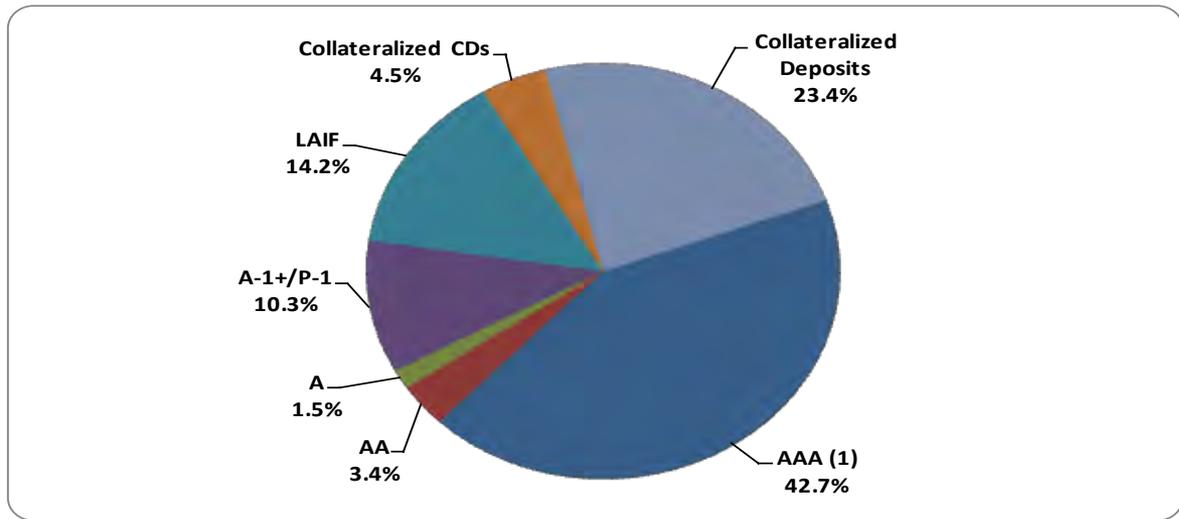
- 1.) The \$50 million limit on LAIF is a non-statutory LAIF internal limit. It does not apply to bond proceeds.
- 2.) The San Diego County Investment Pool mirrors the LAIF internal limit and does not apply to bond proceeds.
- 3.) The CalTrust mirrors the LAIF internal limit and does not apply to bond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



# Portfolio Composition by Credit Rating



	September 30, 2013		June 30, 2013	
	Market Value	Percent of Portfolio	Market Value	Percent of Portfolio
AAA <sup>(1)</sup>	\$ 142,392,000	42.7%	\$ 139,695,000	45.1%
AA	11,207,000	3.4%	8,126,000	2.6%
A	4,998,000	1.5%	-	0.0%
A-1+/P-1	34,472,000	10.3%	35,485,000	11.4%
LAIF	47,454,000	14.2%	47,456,000	15.3%
Collateralized CDs	15,149,000	4.5%	10,117,000	3.3%
Collateralized Deposits	78,086,000	23.4%	69,062,000	22.3%
<b>Total:</b>	<b>\$ 333,758,000</b>	<b>100.0%</b>	<b>\$ 309,941,000</b>	<b>100.0%</b>



**Notes:**

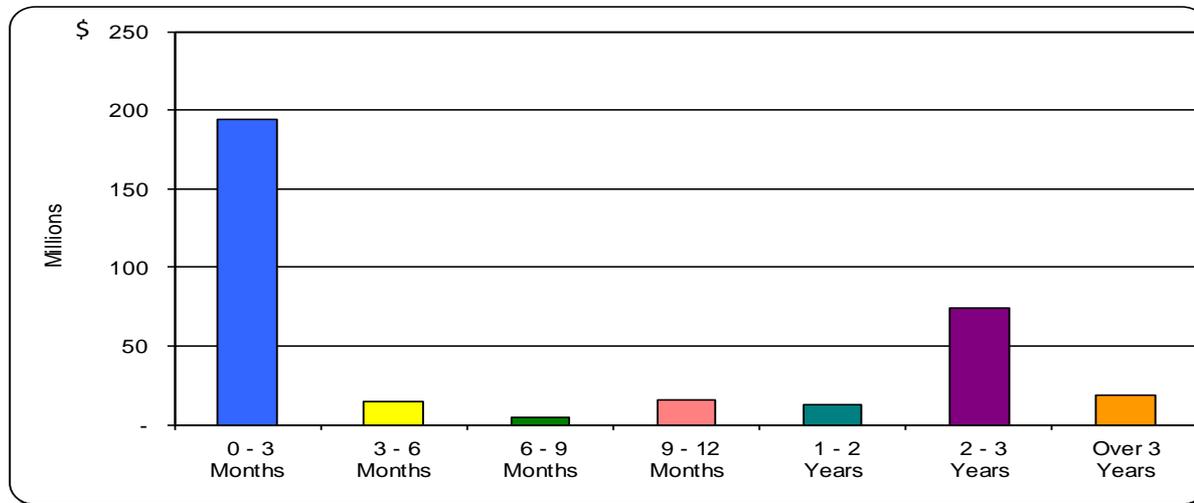
1.) Includes investments that have split ratings between S&P (AA+), Moodys (AAA) and Fitch (AAA)



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



	September 30, 2013		June 30, 2013	
	Market Value	Percent of Portfolio	Market Value	Percent of Portfolio
0 - 3 Months	\$ 193,901,000	58.3%	\$ 206,012,000	66.6%
3 - 6 Month	14,487,000	4.3%	9,991,000	3.2%
6 - 9 Months	4,989,000	1.5%	-	0.0%
9 - 12 Months	15,149,000	4.5%	-	0.0%
1 - 2 Years	12,504,000	3.7%	7,497,000	2.4%
2 - 3 Years	73,916,000	22.1%	63,688,000	20.5%
Over 3 Years	18,812,000	5.6%	22,753,000	7.3%
<b>Total:</b>	<b>\$ 333,758,000</b>	<b>100.0%</b>	<b>\$ 309,941,000</b>	<b>100.0%</b>

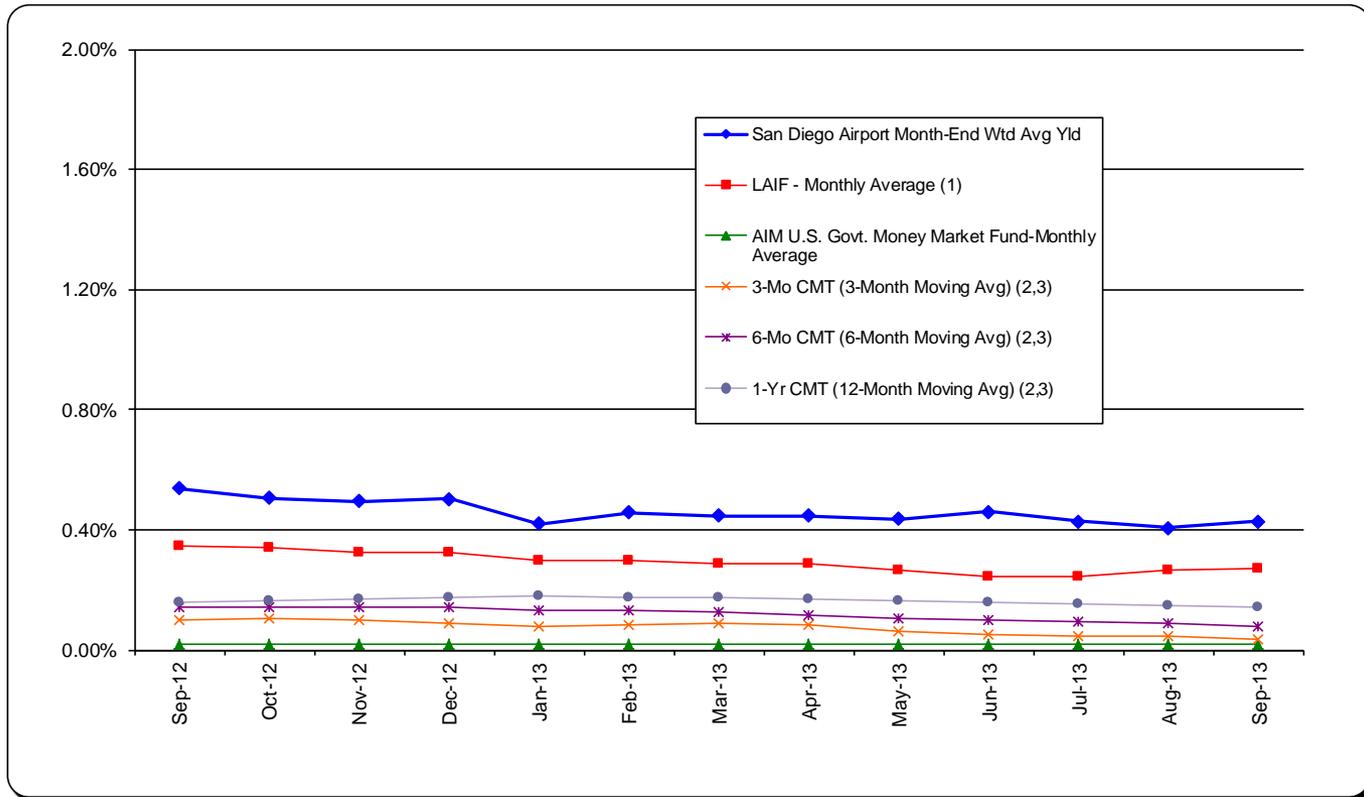


**Notes:**

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



# Benchmark Comparison



**Notes:**

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



# Detail of Security Holdings

## As of September 30, 2013



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
10/19/12	FHLMC	0.500	10/09/15	10/09/13	4,000,000	100.015	4,000,600	100.008	4,000,320	739	0.494
02/10/12	FHLMC	1.000	02/10/16	02/10/14	3,000,000	100.475	3,014,250	100.238	3,007,140	863	0.879
02/24/12	FNMA	0.800	02/24/16	02/24/14	3,000,000	99.785	2,993,550	100.204	3,006,120	877	0.855
10/29/12	FNMA	0.550	04/29/16	07/29/13	6,000,000	99.863	5,991,750	99.739	5,984,340	942	0.592
01/27/12	FHLMC	2.250	01/23/17	01/23/14	2,500,000	102.885	2,572,125	100.652	2,516,300	1211	1.645
12/28/12	FNMA	0.006	06/27/16	12/27/13	5,000,000	99.875	4,993,750	99.503	4,975,150	1001	0.596
09/21/12	FNMA	1.125	06/28/17	09/28/13	3,000,000	100.368	3,011,040	99.063	2,971,890	1367	1.050
07/26/12	FNMA	0.750	07/26/17	07/26/13	2,000,000	99.875	1,997,500	98.790	1,975,800	1395	1.220
09/21/12	FHLMC	1.000	09/12/17	09/12/13	3,000,000	99.975	2,999,250	98.769	2,963,070	1443	1.000
01/16/13	FHLMC	1.050	01/16/18	07/16/13	3,000,000	99.970	2,999,100	98.390	2,951,700	1569	1.056
01/09/13	FHLMC	1.375	01/09/18	01/09/15	2,000,000	101.440	2,028,800	99.789	1,995,780	1562	1.080
01/30/13	FNMA	1.030	01/30/18	01/30/14	3,500,000	99.990	3,499,650	98.220	3,437,700	1583	1.032
06/13/13	FHLB	0.375	06/24/16	06/24/16	5,000,000	99.023	4,951,150	99.473	4,973,650	998	0.701
02/13/13	FHLB	0.250	02/20/15	02/20/15	5,000,000	99.870	4,993,500	99.970	4,998,500	508	0.315
02/14/13	FNMA	0.500	05/27/15	05/27/15	2,500,000	100.349	2,508,725	100.297	2,507,425	604	0.347
02/13/13	FHLB	0.500	11/20/15	11/20/15	5,000,000	100.172	5,008,600	100.006	5,000,300	781	0.437
02/13/13	FNMA	0.375	12/21/15	12/21/15	5,000,000	99.772	4,988,600	99.735	4,986,750	812	0.455
06/12/13	FHLMC	0.500	05/13/16	05/13/16	8,000,000	99.707	7,976,568	99.741	7,979,280	956	0.601
<b>Agency Total</b>					<b>70,500,000</b>		<b>70,528,508</b>		<b>70,231,215</b>	<b>1009</b>	<b>0.719</b>
07/02/13	East West Bk CD	0.500	07/02/14		10,148,897	100.000	10,148,897	100.000	10,148,897	275	0.500
09/05/13	Torrey Pines Bank CD	0.500	09/04/14		5,000,000	100.000	5,000,000	100.000	5,000,000	339	0.500
<b>CD's Total</b>					<b>15,148,897</b>		<b>15,148,897</b>		<b>15,148,897</b>	<b>296</b>	<b>0.500</b>



# Detail of Security Holdings

As of September 30, 2013



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
01/08/13	FCAR Owner Trust CP	0.480	10/04/13		5,000,000	99.641	4,982,067	99.999	4,999,950	4	0.481
02/13/13	GE CAPITAL CORP CP	0.240	11/08/13		5,000,000	99.821	4,991,067	99.981	4,999,050	39	0.240
09/04/13	BNP PARIBAS CP	0.340	03/03/14		4,000,000	99.830	3,993,200	99.868	3,994,720	54	0.341
07/12/13	BANK OF TOKYO-MITSUBISHI CP	0.250	01/15/14		3,500,000	99.870	3,495,455	99.932	3,497,620	107	0.250
08/06/13	BANK OF TOKYO-MITSUBISHI CP	0.250	02/06/14		3,000,000	99.872	2,996,167	99.904	2,997,120	129	0.250
08/12/13	BNP PARIBAS CP	0.250	12/10/13		5,000,000	99.917	4,995,833	99.961	4,998,050	71	0.250
08/12/13	RABUSA CP	0.260	05/09/14		5,000,000	99.805	4,990,250	99.774	4,988,700	221	0.260
07/19/13	UBS FINANCE	0.220	01/17/14		4,000,000	99.888	3,995,527	99.931	3,997,240	109	0.220
<b>Commercial Paper Total</b>					<b>34,500,000</b>		<b>34,439,565</b>		<b>34,472,450</b>	<b>101</b>	<b>0.290</b>
05/09/13	Apple Inc Notes	0.450	05/03/16		4,000,000	99.944	3,997,760	99.300	3,972,000	946	0.469
06/03/13	Toyota Motor Corp Notes	2.800	01/11/16		4,000,000	105.114	4,204,560	104.508	4,180,320	833	0.812
08/30/13	Caterpillar Financial	0.409	08/28/15		5,000,000	100.000	5,000,000	99.964	4,998,200	697	0.409
07/08/13	WAL M ART STORES INC	1500	10/25/15		3,000,000	102.028	3,060,836	101.831	3,054,930	755	0.617
<b>Medium Term Notes</b>					<b>16,000,000</b>		<b>16,263,156</b>		<b>16,205,450</b>	<b>804</b>	<b>0.567</b>
02/13/13	U.S. Treasury	0.375	01/15/16		5,000,000	99.926	4,996,289	99.938	4,996,900	837	0.401
06/03/13	U.S. Treasury	0.250	05/15/16		6,850,000	99.234	6,797,555	99.344	6,805,064	958	0.512
07/08/13	U.S. Treasury	0.500	06/15/16		7,000,000	99.602	6,972,109	99.906	6,993,420	989	0.637
<b>Government Total</b>					<b>18,850,000</b>		<b>18,765,953</b>		<b>18,795,384</b>	<b>937</b>	<b>0.529</b>
US Bank General Acct					18,843,687	100.000	18,843,687	100.000	18,843,687	1	0.035
<b>US Bank Accounts Total</b>					<b>18,843,687</b>		<b>18,843,687</b>		<b>18,843,687</b>	<b>1</b>	<b>0.035</b>
Highmark US Govt MMF					137,830	100.000	137,830	100.000	137,830	1	0.000
<b>Highmark Money Market Total</b>					<b>137,830</b>		<b>137,830</b>		<b>137,830</b>	<b>1</b>	<b>0.000</b>
Torrey Pines Bank MM					5,001,370	100.000	5,001,370	100.000	5,001,370	1	0.500
Local Agency Invstmnt Fd					47,403,877	100.000	47,403,877	100.105	47,453,764	1	0.271
San Diego County Inv Pool					48,483,150	100.000	48,483,150	99.456	48,219,526	1	0.420
CalTrust					5,000,000	100.000	5,007,890	100.158	5,007,890	1	0.410
Bank of the West					18,719,758	100.000	18,719,758	100.000	18,719,758	1	0.290
Wells Fargo Bank					4,047,336	100.000	4,047,336	100.000	4,047,336	1	0.250
East West Bank					103,065	100.000	103,065	100.000	103,065	1	0.350
East West Bank					31,370,391	100.000	31,370,391	100.000	31,370,391	1	0.350
<b>East West Bank Total</b>					<b>31,473,456</b>		<b>31,473,456</b>	<b>100.000</b>	<b>31,473,456</b>	<b>1</b>	<b>0.350</b>
<b>Grand Total</b>					<b>\$ 334,109,361</b>	<b>90.70</b>	<b>\$ 334,264,433</b>	<b>99.90</b>	<b>\$ 333,758,013</b>	<b>299</b>	<b>0.429</b>



# Portfolio Investment Transactions

From July 1<sup>st</sup>, 2013 – September 30<sup>th</sup>, 2013



Settle Date	Security Description	Security Type	CUSIP	Coupon	Mature Date	Call Date	Unit Price	Amount
<b>PURCHASES</b>								
07/08/13	US TREASURY NOTE	TREAS NOTE	912828VG2	0.500	06/15/16	--	99.602	\$ 6,974,309
07/08/13	WAL MART NOTES	MTN	931142CX9	1.500	10/25/15	--	102.057	1,125,973
07/08/13	WAL MART NOTES	MTN	931142CX9	1.500	10/25/15	--	102.011	1,943,988
07/12/13	BANK OF TOKYO-MITSUBISHI CP	CP - DISC	06538CAF8	0.250	01/15/14	--	99.870	3,495,455
07/18/13	UBS FINANCE	CP - DISC	90262DAH8	0.220	01/17/14	--	99.888	3,995,527
08/06/13	BANK OF TOKYO-MITSUBISHI CP	CP - DISC	06538CB67	0.250	02/06/14	--	99.872	2,996,167
08/12/13	BNP PARIBAS CP	CP - DISC	0556N0ZA6	0.250	12/10/13	--	99.917	4,995,833
08/12/13	RABUSA CP	CP - DISC	74977LE94	0.260	05/09/14	--	99.805	4,990,250
08/30/13	CATERPILLAR FINLF/R	MTN	14912L5U1	0.409	08/28/15	--	100.000	5,000,000
09/04/13	BNP PARIBAS CP	CP - DISC	0556N1C35	0.340	03/03/14	--	100.000	3,993,200
								\$ 39,510,701
<b>CALLS</b>								
01/18/12	FNMA	AGCY CALL	3136FTYX1	0.700	01/18/17	07/18/13	100.000	\$ 3,999,760
								\$ 3,999,760
<b>MATURITIES</b>								
10/16/12	FCAR Owner Trust CP	CP - DISC	3024A0UC7	0.500	07/12/13		99.626	\$ 3,486,924
11/09/12	FCAR Owner Trust CP	CP - DISC	3024A0V69	0.500	08/06/13		99.625	2,999,370
02/13/13	RABUSA CP	CP - DISC	74977KVC0	0.245	08/12/13		99.878	4,999,750
03/14/13	NORDEA NORTH AMER CP	CP - DISC	6555P0VC0	0.220	08/12/13		99.908	4,999,750
03/22/13	BANK OF TOKYO-MITSUBISHI CP	CP - DISC	89233GVU7	0.230	08/28/13		99.885	4,999,300
05/02/13	BNP PARIBAS CP	CP - DISC	0556N0W35	0.280	09/03/13		99.904	3,996,142
								\$ 25,481,236
<b>DEPOSITS</b>								
09/05/13	TORREY PINES BANK MMF	DEMAND DEPOSITS	TPINESMM	0.500			100.000	\$ 5,000,000
09/05/13	TORREY PINES BANK CD	CD-SHORT	TPINESCD	0.500			100.000	5,000,000
								\$ 10,000,000
<b>WITHDRAWALS/SALES</b>								



# Bond Proceeds Summary



As of: September 30, 2013  
(in thousands)

	Bonds 2010	Bonds 2013	Total	Yield	Rating
<b>Project Fund</b>					
LAI <sup>(1)</sup>	\$ -	\$ 34,328	\$ 34,328	0.27%	N/R
SDCIP <sup>(2)</sup>	\$ 2,745	\$ 155,800	\$ 158,545	0.42%	AAAf
	<u>\$ 2,745</u>	<u>\$ 190,128</u>	<u>\$ 192,873</u>		
<b>Capitalized Interest</b>					
SDCIP <sup>(2)</sup>	\$ -	\$ 2,274	\$ 2,274	0.42%	AAAf
	<u>\$ -</u>	<u>\$ 2,274</u>	<u>\$ 2,274</u>		
<b>Debt Service Reserve Fund</b>					
East West Bank CD	\$ 20,500	\$ -	\$ 20,500	0.75%	
Bank of the West DDA	16,120	-	16,120	0.29%	
SDCIP <sup>(2)</sup>	14,614	32,909	47,523	0.42%	AAAf
	<u>\$ 51,234</u>	<u>\$ 32,909</u>	<u>\$ 84,143</u>		
	<u><u>\$ 53,979</u></u>	<u><u>\$ 225,311</u></u>	<u><u>\$ 279,290</u></u>	0.41%	

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

(1) LAIF Yield as of 08/31/2013

(2) SDCIP Yield as of 08/31/2013



# Bond Proceeds Investment Transactions

From July 1<sup>st</sup>, 2013 – September 30<sup>th</sup>, 2013



Settle Date	Security Description	Security Type	CUSIP	Coupon	Mature Date	Call Date	Unit Price	Amount
<b>PURCHASES</b>								
							\$	-
<b>CALLS</b>								
							\$	-
<b>MATURITIES</b>								
							\$	-
<b>DEPOSITS</b>								
							\$	-
<b>WITHDRAWALS / SALES</b>								
7/1/2013	LAIF (2013 Bonds)	LAIF		0.24			1.000	\$ 29,318,824
7/1/2013	San Diego County Investment Pool (2013 Bonds)	SDCIP		0.44			1.000	6,101,031
7/31/2013	LAIF (2013 Bonds)	LAIF		0.24			1.000	12,848,000
8/30/2013	LAIF (2013 Bonds)	LAIF		0.27			1.000	19,616,160
							\$	67,884,015



# *Questions*



# San Diego County Regional Airport Authority

## Rental Car Center (RCC) Bond Issuance Update

Presented by:

Vernon D Evans, CPA

Vice President, Finance/Treasurer

October 28, 2013



# Presentation Outline



- ▶ **RCC Project Costs and Funding Overview**
- ▶ **Customer Facility Charge (CFC) Financing Overview**
- ▶ **Characteristics of the Proposed CFC Financing**
- ▶ **Market Conditions**
- ▶ **CFC Bond Credit Issues**
- ▶ **CFC Bond Calendar**



# RCC Project Costs and Funding Overview



- ▶ Total RCC Project Budget \$341.0M

(Amounts in thousands)

	Total Project Cost	Funding	
		CFC Bonds	CFC PayGo
RCC	\$316,124	\$208,919	\$107,205
Enabling Projects (CFC Eligible)	24,858	24,858	-
Total Cost	\$340,982	\$233,777	\$107,205

- ▶ Bonds issued for the RCC must be done on a taxable basis to investors
- ▶ A portion of the bonds for the enabling projects may be issued on a tax-exempt basis



# CFC Financing Overview



## Sources and Uses of Funds

(Amounts in millions)

<b>Sources of Funds</b>	<b>Total</b>
Par	\$311.6
<b>Total Sources</b>	<b>\$311.6</b>
<b>Uses of Funds</b>	
Deposit to Project Fund	\$233.8
Deposit to Debt Service Reserve Fund	25.8
Deposit to Capitalized Interest Fund	41.2
Deposit to Coverage Fund	7.7
Costs of Issuance	3.1
	<b>\$311.6</b>



# CFC Financing Overview



- ▶ Several airports have funded consolidated rental car facilities and related projects by issuing stand-alone CFC bonds

Airport	CFC Bond Par (\$M)	Year
San Antonio	TBD	2014
Hawaii	TBD	2014
Chicago O'Hare	\$248.8	2013
Austin	\$143.8	2013
Charlotte	\$60.3	2011
Massport (Boston)	\$214.0	2011
Nashville	\$66.3	2011
New Orleans	\$96.6	2009
Orlando	\$62.8	2009
Atlanta	\$211.9	2006
Phoenix	\$260.0	2004



# CFC Financing Overview



- ▶ CFC revenue bonds will be secured solely by CFC revenue and “supplemental consideration” payments, if needed, made by the rental car companies
  - ▶ The Airport will not be required to pay debt service on the bonds from any of its other revenue sources
  
- ▶ The CFC financing will have no impact upon:
  - ▶ Rates and charges passed along to the airlines
  - ▶ Other revenue sources such as annual concession fees the rental car companies pay the Authority
  - ▶ The Authority’s General Airport Revenue Bond (GARB) debt service coverage



# Characteristics of the Proposed CFC Financing



- ▶ CFCs are not pledged as “Revenues” under the Authority’s Master Indenture governing GARBs and commercial paper
- ▶ Rather, CFCs will be pledged to secure the CFC bonds to be issued under a new indenture as a Special Facility Obligation
- ▶ The CFC bonds will have rate covenant provisions (similar to GARB financings)
- ▶ The rental car companies will be required to contribute supplemental consideration should CFC collections be insufficient to cover CFC eligible costs (e.g. debt service, reserves, busing etc.)
- ▶ The Authority has committed to loan up to \$5M for busing costs in the event CFC collections are insufficient.
  - ▶ Interest rate of 10-year U.S. Treasuries +250 basis points
  - ▶ Repaid from excess CFC collections, when available



# Characteristics of the Proposed CFC financing

## Reserve Funds (Pledged to CFC Bondholders)

- 
- 
- CFC Bond Reserves:
    - Debt Service Reserve Fund
      - Requirement equal to Maximum Annual Debt Service (MADS)
      - Funded with bond proceeds
    - Rolling Coverage Fund:
      - Requirement equal to 30% of MADS
      - Funded with bond proceeds
  - Renewal & Replacement Reserve:
    - Funded annually over a five-year period with CFC revenues
    - Requirement equal to:
      - 3% of project costs (inflation adjusted) for years 1-10
      - 4% of project costs (inflation adjusted) for years 11-20
      - 5% of project costs (inflation adjusted) for years 21-30

# Characteristics of the Proposed CFC financing

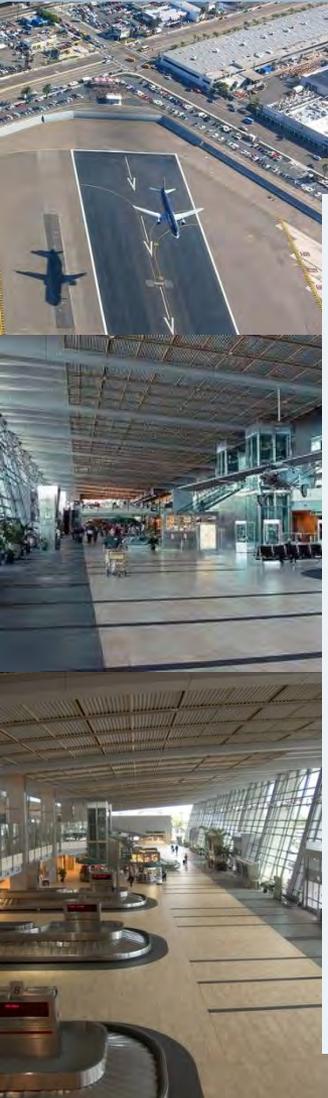
## CFC Surplus Fund (Pledged to CFC Bondholders)

- CFC Stabilization Account:
  - Funded with CFC revenues
  - Minimum targeted balance of \$25M
  - Busing cost paid from the Stabilization Account to the extent the account balance exceeds \$25M

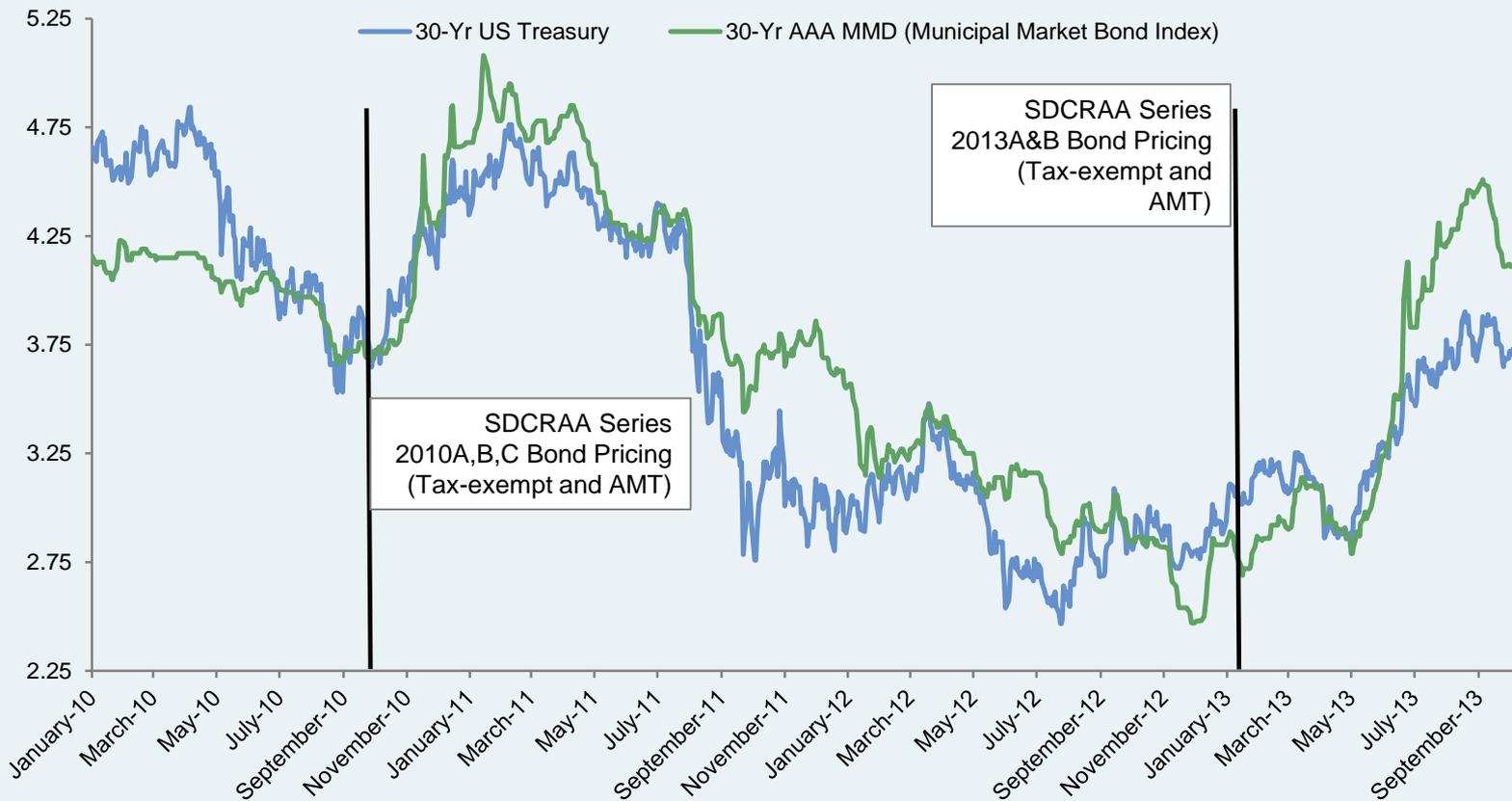




# Market Conditions



- ▶ Interest rates have moved higher since early May 2013, as the markets have begun to adjust to the idea that the Federal Reserve might begin to taper its asset purchase program.



Source: MorganMarkets



# CFC Bond Credit Issues



- ▶ Due to the narrower pledge of revenues for a CFC bond compared to a GARB, CFC bonds typically receive lower ratings

Airport / Issuer	GARB Credit (Moody's / S&P / Fitch)	Stand Alone CFC Credit (Moody's / S&P / Fitch)	Ratings Diference ( # of Notches)
<b>Massachusetts Port Authority</b>	Aa3 / AA- / AA	A3 / A / A-	3 / 2 / 4
<b>Houston Airport System</b>	Aa3 / AA- / NR	A3 / A- / A-	3 / 3 / NA
<b>Greater Orlando Aviation Authority</b>	Aa3 / A+ / AA-	A2 / NR / A	2 / NA / 2
<b>Charlotte International Airport</b>	Aa3 / A+ / A+	A3 / A / A	3 / 1 / 1
<b>Atlanta International Airport</b>	A1 / A+ / A+	Baa1 / A- / A-	3 / 2 / 2
<b>DFW Int'l Airport Board</b>	A2 / A+ / A+	Baa1 / A- / BBB+	2 / 2 / 3
<b>Metropolitan Nashville Airport</b>	A2 / A / NR	A3 / A- / NR	1 / 1 / NA
<b>Chicago O'Hare</b>	A2 / A- / A-	Baa1 / BBB / NR	2 / 2 / NA
<b>Austin International Airport</b>	NR / NR / A	Baa1 / A- / BBB+	NA / NA / 2
<b>New Orleans Aviation Board</b>	A3 / A- / A-	Baa2 / A- / NR	2 / 0 / NA

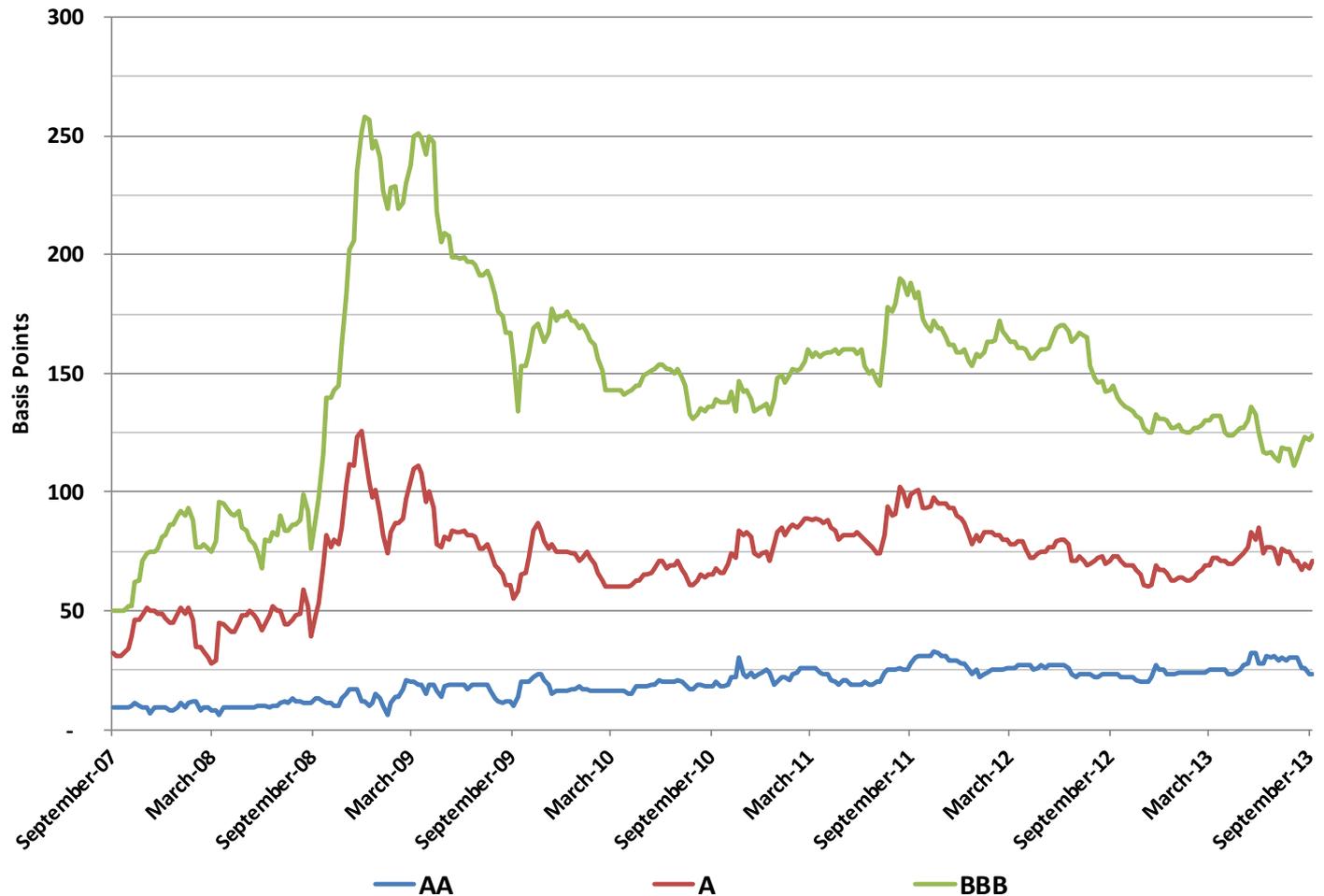


# CFC Bond Credit Issues



- ▶ Effect of rating notch differences

## Spread to AAA MMD - 30 year





# CFC Bond Credit Issues



- ▶ Based upon recent CFC financings and the underlying credit reviews, the rating for the Airport's CFC financing will be based on the following:
  - ▶ The level of the CFC collection rate and limitations under California statutes to further increase the CFC in the future
  - ▶ The amount of debt to be issued. The Authority's proposed issuance will be the largest stand alone CFC issue to date
  - ▶ The strength of the legal covenants and planned reserves (liquidity)
  - ▶ The benefit of having signed lease agreements with the rental car companies' pledge to pay supplemental consideration, if needed
  - ▶ The benefit of having a Guaranteed Maximum Price in place for the construction of the RCC prior to issuing the CFC bonds, reducing construction risk



# CFC Bond Calendar\*



Date	Event
October - November	Review and Finalize Bond Documents
November 21	Bond Documents Presented to Finance Committee
December 12	Request Board Authorization of Bond Documents and Sale of Bonds.
December	Guaranteed Maximum Price (GMPs) Received
January 6 - January 20	Rating Agency Meetings and Follow Up
January 20	Receive Ratings; Post Preliminary Official Statement (POS)
January 20 - February 3	Investor Outreach and Marketing
Week of February 3	Price Bonds
February 19	Close

\* Preliminary, subject to change

# SAN DIEGO INTERNATIONAL AIRPORT Concession Development Program (CDP)

Item 4

Revised 10/25/13

## Concession Development Program Update

Nyle Marmion

Manager, Concession Development

October 28, 2013





# Agenda

- Construction Statistics
- First Quarter FY2014 Actual vs. Budget Food & Beverage/Retail Revenues
- CDP Marketing Action Plan
- Worker Retention Update



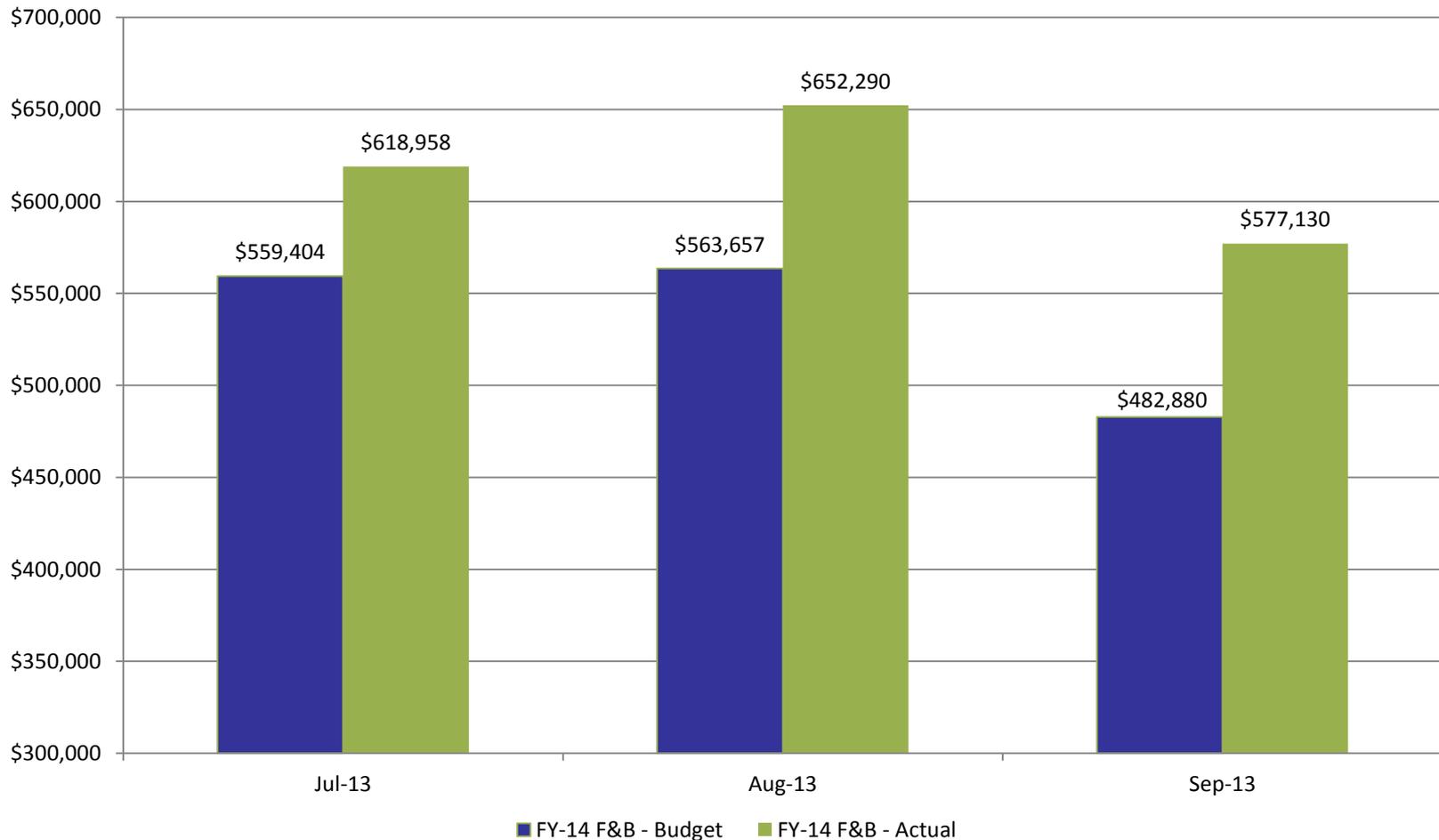
# Construction Statistics (as of 10/28/2013)

<b>Stores Complete</b>	<b>56</b>
Stores Under Construction	16
Stores in Design Review/City Plan Check	15
<b>Total</b>	<b>87</b>



# Food & Beverage Concession Revenue

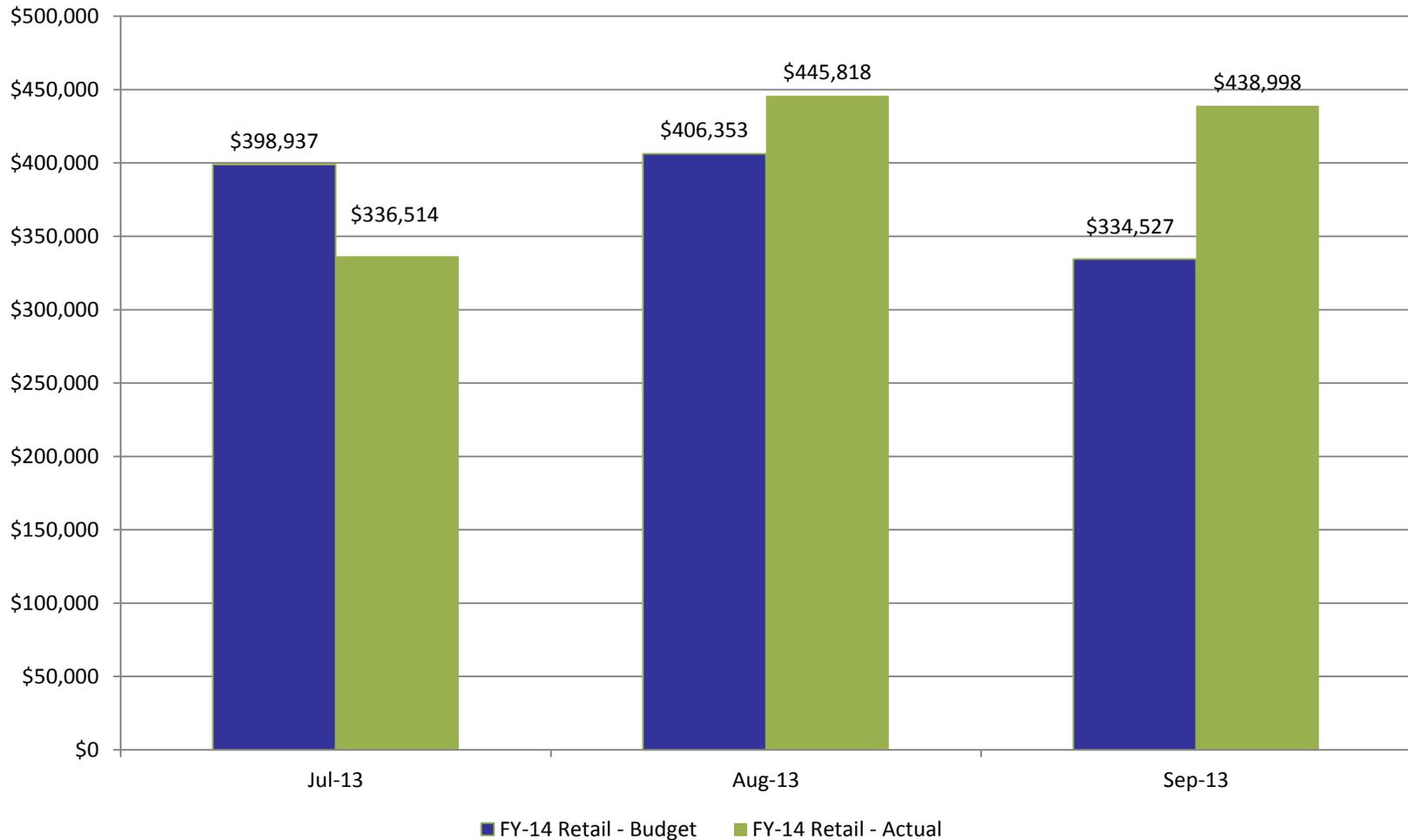
## FY-2014 Monthly Actual vs. Budget





# Retail Concession Revenue

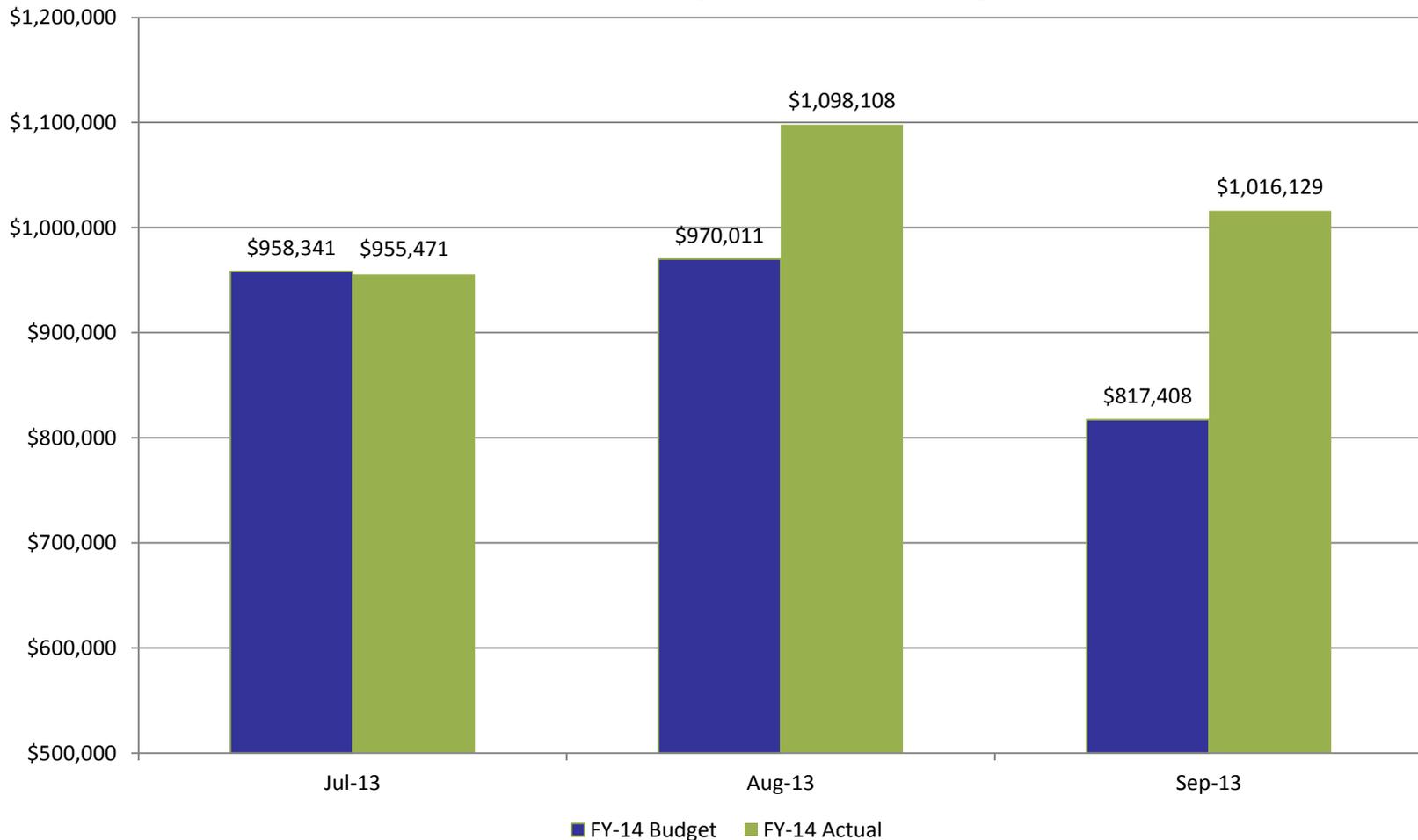
**FY-2014 Monthly Actual vs. Budget**





# Total Food & Beverage /Retail Revenue

**FY-2014 Monthly Actual vs. Budget**





# Temporary Unit to Permanent Store Revenue Impacts

- Food & Beverage (Gates 1 and 2) – 42% Increase in Sales
- CNBC News (Terminal 2 West) – 76% Increase in Sales



# CDP Marketing Action Plan

## Objectives:

- Generate increased revenue
- Inspire behavior change – linger longer
- Brand the entire shopping and dining experience @ SAN



# CDP Marketing Action Plan

## Key Themes:

- SAN is a DESTINATION
- Enhanced passenger experience
- Best local, regional and national brands
- Come early – relax, sip, shop, stroll, dine, unwind, depart



# CDP Marketing Action Plan

## Funding & Process:

- Two sources:
  1. 'Marketing Fee' charged to concessionaires as additional rent ( $1/2$  of 1% of gross sales)
  2. Marketing & PR budget
- Concessionaire Marketing Advisory Committee





# CDP Marketing Action Plan

## In development:

- Interim directional signs
- Shuttle bus placards/videos
- Digital displays
- Security bin advertising

## Future deliverables:

- Collateral brochure
- Coupon book
- Advertising displays
- Banners
- Concession Directories



# Worker Retention Update as of 10/28/2013

<b>Eligible Employees</b>	<b>296</b>
<b>Retained by HMS Host</b>	<b>(195)</b>
<b>Hired by Other Concessionaires</b>	<b>(92)</b>
<b>Employees Available for Recruitment</b>	<b>9</b>



# SAN DIEGO INTERNATIONAL AIRPORT

Concession Development Program (CDP)

## Questions





# Questions



**DRAFT  
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
SPECIAL BOARD AND EXECUTIVE AND FINANCE COMMITTEE MEETING  
MINUTES  
MONDAY, SEPTEMBER 23, 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 9:10 a.m., Monday, September 23, 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: Boland, Cox, Desmond, Gleason, Hubbs, Robinson, Sessom, Smisek

Absent: Board Members: Alvarez, Berman (Ex-Officio), Farnam (Ex-Officio), Ortega (Ex-Officio)

***Executive Committee***

Present: Committee Members: Gleason, Robinson, Smisek

Absent: Committee Members: None

***Finance Committee***

Present: Committee Members: Cox, Hubbs, Robinson, Sessom

Absent: Committee Members: Alvarez

Also Present: Angela Shafer Payne, Vice President, Planning and Operations; Amy Gonzalez, Director, Counsel Services; Tony R. Russell, Director, Corporate Services/Authority Clerk; Lorraine Bennett, Assistant Authority Clerk II

## **BOARD BUSINESS**

Chair Gleason and Board Member Cox stated that they would be recusing themselves from Item 1, due to possible conflicts of interest. They left the dais.

### **1. SUPPORT FOR SAN DIEGO CONVENTION CENTER PHASE III EXPANSION:**

RECOMMENDATION: Adopt Resolution No. 2013-0100, expressing support for Phase III expansion of the San Diego Convention Center. Presented by Thella F. Bowens, President/CEO

**ACTION: Moved by Board Member Sessom, and seconded by Board Member Hubbs to approve staff's recommendation. Motion carried by the following vote: YES – Boland, Desmond, Hubbs, Robinson, Sessom, Smisek; NO – None; ABSENT – Alvarez, Cox, Gleason (Weighted Vote Points: YES - 65; NO - 0; ABSENT- 35).**

*Chair Gleason and Board Member Cox returned to the dais.*

## **FINANCE COMMITTEE NEW BUSINESS**

### **2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE ONE MONTH ENDED AUGUST 31, 2013:**

Kathy Kiefer, Director, Accounting, provided a presentation on the Unaudited Financial Statements for the Two Months Ended August 31, 2013 and 2012, which included, Enplanements, Gross Landing Weight Units, Car Rental License Fees, Parking Revenue; Operating Revenues for the Month Ended August 31, 2013 (Unaudited), Operating Expenses for the Month Ended August 31, 2013 (Unaudited), Financial Summary for the Month Ended August 31, 2013 (Unaudited), and Nonoperating Revenues and Expenses for the Month Ended August 31, 2013 (Unaudited).

Board Member Boland requested staff to confirm if the jet fuel prices mentioned in the report are pre-tax or inclusive of sales tax.

RECOMMENDATION: Receive the report.

**3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF AUGUST 31, 2013:**

Scott Brickner, Director, Financial Planning and Budget, provided a presentation on the Investment Report as of August 31, 2013, which included, Total Portfolio Summary, Portfolio Composition by Security Type, Portfolio Composition by Credit Rating, Portfolio Composition by Maturity Distribution, Benchmark Comparison, Detail 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 Sessom to accept staff's recommendation for Items 2 and 3. Motion carried unanimously, noting Board Member Alvarez as ABSENT.**

**EXECUTIVE COMMITTEE NEW BUSINESS**

**4. APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the August 26, 2013, special meeting.

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

Chair Gleason stated that since he has a report for approval, he would be abstaining on this item.

**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 Smisek and seconded by Board Member Robinson to accept staff's recommendation. Motion carried, noting Chair Gleason's ABSTENTION.**

## **REVIEW OF FUTURE AGENDAS**

### **6. REVIEW OF THE DRAFT AGENDA FOR THE OCTOBER 3, 2013, BOARD MEETING:**

Angela Shafer Payne, Vice President, Planning and Operations provided an overview of the draft agenda for the October 3, 2013 Board Meeting.

In regard to Item 10, "Contract for Installation of Electrical Infrastructure at Terminal 1", and Item 15, "Contract for Installation of pre-Conditioned Air at Terminal 1", Chair Gleason requested that staff clarify the titles.

In regard to Item 19, "Rental Car Center Leases", Chair Gleason requested that staff identify those companies that are in the group and those companies who are not in the group.

In regard to Item 20, "Austin-Sundt Joint Venture Construction Manager-At-Risk Agreement", Chair Gleason requested that staff provide a history of the Rental Car Center Construction Manager-At-Risk Contract.

In regard to Item 23, Closed Session, Chair Gleason requested that staff provide an update on the status of the discussions with Landmark Aviation regarding a letter of agreement.

### **7. REVIEW OF THE DRAFT AGENDA FOR THE OCTOBER 3, 2013, AIRPORT LAND USE COMMISSION MEETING:**

Angela Shafer Payne, Vice President, Planning and Operations provided an overview of the draft agenda for the October 3, 2013 ALUC Meeting.

In regard to Item 3, "Consistency Determination – Marine Corps Air Station Miramar Airport Land Use Compatibility Plan", Angela Shafer-Payne requested that the item be pulled from this Agenda, and added to the November ALUC Agenda.

**ACTION: Moved by Board Member Smisek and seconded by Board Member Robinson to approve Agenda Items 6 and 7, as amended. Motion carried unanimously.**

**COMMITTEE MEMBER COMMENTS** None.

## **ADJOURNMENT**

The meeting was adjourned at 9:35 a.m. The next meeting of the Executive and Finance Committee will be held on Monday, October 28<sup>th</sup>, 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 28<sup>TH</sup> DAY OF  
OCTOBER, 2013.

---

TONY R. RUSSELL  
DIRECTOR, CORPORATE SERVICES/  
AUTHORITY CLERK

APPROVED AS TO FORM:

---

BRETON K. LOBNER  
GENERAL COUNSEL

**Revised 10/24/13**



**SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
EXECUTIVE COMMITTEE**

**Item No.  
6**

Meeting Date: **OCTOBER 28, 2013**

---

**Subject:**

**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.

**Background/Justification:**

Authority Policies 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 2013 Budget.

**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.

Page 2 of 2

**Equal Opportunity Program:**

Not applicable

**Prepared by:**

TONY RUSSELL  
DIRECTOR, CORPORATE SERVICES/AUTHORITY CLERK

# **TRAVEL REQUEST**

**BRUCE BOLAND**

**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: Bruce Boland Dept: Board/02  
Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 10/3/13 PLANNED DATE OF DEPARTURE/RETURN: 11/12/13 / 11/13/13

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

Destination: Seattle, WA & San Jose, CA Purpose: Visit airport rental car facilities  
Explanation: Board member Boland is traveling with David Brush, Director, Terminal Development Program, Consultant, and Bob Bolton, Director, Airport Design & Construction, to study the airport rental car facilities in Seattle and San Jose for "lessons learned" to apply to the development of the rental car facility at SDIA (Costs for lodging and meals shown below are government per diem rates.)

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 300.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ \_\_\_\_\_

**B. LODGING**

\$ 152.00 plus tax

**C. MEALS**

\$ 95.85

**D. SEMINAR AND CONFERENCE FEES**

\$ \_\_\_\_\_

**E. ENTERTAINMENT (If applicable)**

\$ \_\_\_\_\_

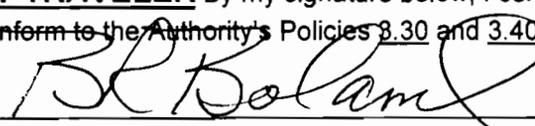
**F. OTHER INCIDENTAL EXPENSES**

\$ \_\_\_\_\_

**TOTAL PROJECTED TRAVEL EXPENSE**

\$ 547.85

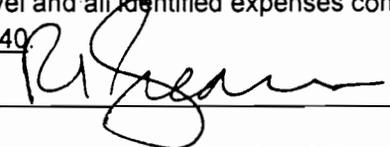
**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 10/3/13

**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: 10.3.13

**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.)



**TRAVELTRUST SCRIPPS RANCH**  
 Phone: 1-800-792-4662

**Electronic Invoice**

**Prepared For:**  
**BOLAND/BRUCE**

SALES PERSON	E4
INVOICE NUMBER	1207530
INVOICE ISSUE DATE	02 Oct 2013
RECORD LOCATOR	QEGVYF
CUSTOMER NUMBER	0000SDCRAA

**Client Address**

SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
 PO BOX 82776  
 SAN DIEGO CA 92138-2776

**Notes**

YOUR ALASKA ETICKET CONFIRMATION IS \*\* NUWOAM \*\*  
 -----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----  
 \*\*\*\*\*TICKETLESS TRAVEL INSTRUCTIONS\*\*\*\*\*  
 THIS IS AN E-TICKET RESERVATION.  
 A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN  
 A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN  
 UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.  
 \*\*\*\*\*  
 \*\*\*\*\*TSA GUIDANCE FOR PASSENGERS\*\*\*\*\*  
 PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING  
 INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE  
 DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE  
 FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV  
 \*\*\*\*\*

**DATE: Tue, Nov 12**

**Flight: ALASKA AIRLINES 485**

From	SAN DIEGO, CA	Departs	9:45am
To	SEATTLE TACOMA, WA	Arrives	12:38pm
Departure Terminal	1		
Duration	02hr(s) :53min(s)	Class	Economy
Type	BOEING 737-700 JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	BOLAND/BRUCE		AA - XXXXX 88

**DATE: Tue, Nov 12**

**Hotel: HILTON HOTELS, HILTON SEATTLE AIRP  
 17620 INTERNATIONAL BLVD  
 SEATTLE WA 98188**

Service City	SEATTLE TACOMA		
Check-In	12 Nov	Check-Out	13 Nov
Rooms(s)	1	Room Details	1 KING BED HI SPEED INTERNET FOR A FEE -
Night(s)	1	Rate per Night	149.00 USD
Confirmation Number	3534750977	Frequent Traveler	
CD-	0005556		
Service Information	ZD000010929 NONSMOKING	Phone	1-206-244-4800

Guarantee	KING Guaranteed Late Arrival
-----------	------------------------------------

**DATE: Wed, Nov 13**

<b>Flight: ALASKA AIRLINES 332</b>			
From	SEATTLE TACOMA, WA	Departs	7:10am
To	SAN JOSE CA, CA	Arrives	9:23am
		Arrival Terminal	B
Duration	02hr(s) :13min(s)	Class	Economy
Type	BOEING 737-800 JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	BOLAND/BRUCE		AA - XXXXX 88

**DATE: Mon, May 12**

<b>Others</b>	
	RESERVATION RETAINED FOR 180 DAYS

**Ticket Information**

<b>Ticket Number</b>	AS 7307855462	<b>Passenger</b>	BOLAND BRUCE		
		<b>Billed to:</b>	AX XXXXXXXXXXXX	USD	* 197.80
<b>Service Fee</b>	XD 0594846599	<b>Passenger</b>	BOLAND BRUCE		
		<b>Billed to:</b>	AX XXXXXXXXXXXX	USD	* 30.00
			<b>SubTotal</b>	USD	227.80
			<b>Net Credit Card Billing</b>	* USD	227.80
			<b>Total Amount Due</b>	USD	0.00

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST  
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.  
FOR EMERGENCY AFTERHOURS SERVICE IN THE US  
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0  
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER  
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00  
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

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

**THELLA F. BOWENS**

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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: Exec Office BU6

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

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

2. DATE OF REQUEST: 09/26/13 PLANNED DATE OF DEPARTURE/RETURN: 10/10/13 / 10/11/13

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

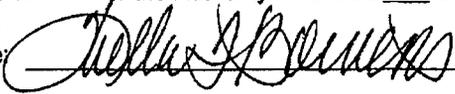
Destination: Oakland, CA Purpose: Interview panel for Assistant Director of Aviation position at Oakland International Airport  
 Explanation: At the request of Deborah Ale Flint, Director of Aviation Port of Oakland. All expenses will be reimbursed through the Port of Oakland.

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	500.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	50.00
B. LODGING	\$	200.00
C. MEALS	\$	50.00
D. SEMINAR AND CONFERENCE FEES	\$	_____
E. ENTERTAINMENT (If applicable)	\$	_____
F. OTHER INCIDENTAL EXPENSES	\$	_____
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$</b>	<b>800.00</b>

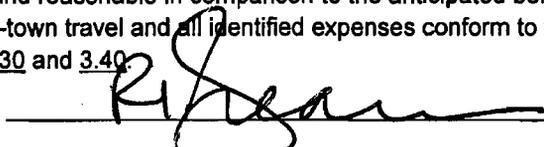
**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 26 Sept 2013

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

By my signature below, I certify the following:

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

Administrator's Signature:  Date: 9.27.13

**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 REPORT**

**ROBERT GLEASON**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**TRAVEL EXPENSE REPORT - Board Members**

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

Board member name: Robert H. Gleason  
 Departure Date: 9/28/2013 Return Date: 10/2/2013 Report Due: 11/1/13  
 Destination: \_\_\_\_\_

Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

<sup>3</sup> Business Expense Reimbursement Policy 3.30 <sup>4</sup> Travel and Lodging Expense Reimbursement Policy 3.40

	Authority Expenses (Prepaid by Athty)	Board Member Expenses							TOTALS
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
		9/29/13	9/30/13	10/1/13	10/2/13			9/28/13	
<b>Daily PerDiem Limitations:</b>									
**GSA Daily Hotel Rate or Conference Hotel Rate		305.00	305.00	305.00				N/A	
**GSA Daily Meals, Entertainment, & Incidentals (M&IE)		71.00	71.00	71.00	53.25			53.25	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	611.80								0.00
Conference Fees (provide copy of flyer/registration expenses)	1,299.00								0.00
Rental Car									0.00
Gas and Oil									0.00
Garage/Parking									0.00
Mileage - attach mileage form									0.00
Taxi/Shuttle Fare (include tips pd.) To/From meetings, airport, etc.			16.25	18.00	78.76			68.50	181.51
Hotel - Actual Expense Paid - <u>Excluding Taxes</u>		305.00	305.00	305.00					
<b>Allowable Hotel (Lessor of Actual or GSA Allowance)</b>		305.00	305.00	305.00	0.00	0.00	0.00	0.00	915.00
Hotel Taxes Paid		44.23	44.23	44.23					132.69
Telephone, Internet and Fax									0.00
Laundry									0.00
<b>Meals, Entertainment, &amp; Incidentals (M&amp;IE)</b>									
Meals (include receipts)									
Entertainment									
Tips Paid to Meals									
Taxi/Shuttle Fare (include tips pd.)									
<b>Total Meals, Entertainment, &amp; Incidentals</b>									
<b>GSA Allowance (M&amp;IE) (from 1000)</b>									
<b>Allowable M&amp;IE</b>									0.00
<i>Alcohol is a non-reimbursable expense</i>									0.00
Miscellaneous: Baggage Fees					25.00			25.00	50.00
									0.00
									0.00
<b>Total Expenses</b>	1,910.80	349.23	365.48	367.23	103.76	0.00	0.00	93.50	1,279.20

Add any additional details as needed for explanation (attach add'l sheet if needed):  
 Chair Gleason changed his return flight and paid penalty charges with personal credit card  
*Alcohol is a non-reimbursable expense*  
 Give names and business affiliations of all persons whose meals were paid by traveler.  
 Failure to attach required documentation will result in the delay of processing reimbursement. If you have any

<b>Grand Trip Total</b>	3,190.00
<b>Less Cash Advance (attach copy of Authority ck)</b>	
<b>Less Expenses Prepaid by Authority</b>	1,910.80
<b>Due Traveler - if positive amount, prepare check request</b>	
<b>Due Authority - if negative, attach check payable to SDCRAA</b>	1,279.20

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

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy<sup>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>5</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By: \_\_\_\_\_  
 Traveler Signature: *Robert H. Gleason*  
 Administrator's signature: \_\_\_\_\_

Ext: 2408  
 Date: 10.22.13  
 Date: \_\_\_\_\_

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

I, \_\_\_\_\_ hereby certify that this document was approved by the Executive Committee at it's meeting on \_\_\_\_\_  
 Clerk Signature: \_\_\_\_\_ 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: Robert H. Gleason Dept: 02/Board

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

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

2. DATE OF REQUEST: 6/6/13 PLANNED DATE OF DEPARTURE/RETURN: 9/28/13 / 10/2/13

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

Destination: Washington, DC Purpose: Attend Conference  
Explanation: San Diego Regional Chamber of Commerce One Region One Voice, Mission to Washington

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

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 500
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 200

B. LODGING \$ 1300

C. MEALS \$ \_\_\_\_\_

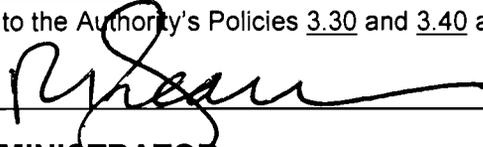
D. SEMINAR AND CONFERENCE FEES \$ 1199

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

F. OTHER INCIDENTAL EXPENSES \$ 100

**TOTAL PROJECTED TRAVEL EXPENSE** **\$ 3299**

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

Travelers Signature:  Date: 6-6-13

**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, Tony P. Russell / Authority Clerk, hereby certify that this document was approved  
*(Please leave blank. Whoever clerks the meeting will insert their name and title.)*

by the Executive Committee at its 6/24/13 meeting.  
*(Leave blank and we will insert the meeting date.)*



# OneRegion OneVoice

San Diego Mission to Washington D.C., September 29 - October 2, 2013

Please fill out the form completely. State or government issued photo I.D., Social Security number and birthdate required for Federal security clearance.

Last Name: Gleason First Name: Robert  
 Social Security #: [REDACTED] Birthdate: [REDACTED]  
 Driver's License and/or Passport number: [REDACTED]  
 Participant's Home Address: [REDACTED]  
 City: San Diego State: CA Zip: [REDACTED]  
 Name Badge Preference: Robert  
 Business/Organization Name: San Diego County Regional Airport Authority  
 Your Job Title: Board Chair  
 Business/Organization Address: 3225 North Harbor Drive  
 City: San Diego State: CA Zip: 92101  
 Email: awarren@san.org Phone: (619) 400-2408 Mobile: [REDACTED]

PROGRAM RATES* Please check appropriate boxes		Per Person Rates Standard	By Friday-August 2, 2013
<input checked="" type="checkbox"/> Member Registration		\$1,399	\$1,299
<input type="checkbox"/> Non-Member Registration		\$1,599	\$1,499
* Rates do not include hotel or air fares, see below for hotel information. Total:			1299

**HOTEL INFORMATION:**

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



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

**CANCELLATION POLICY**

I agree and accept the conditions and payment obligations outlined within this event agreement and I agree to pay the invoice when rendered within the terms stated on the invoice. I understand that all cancellations must be in written from the person who signed the booking form (or other legal representative) and will commence from the date the cancellation notice was received by the San Diego Regional Chamber of Commerce. In the event of cancellation the following charges (below) will become payable:

46 days or more before event date ..... Full Refund of Committed Fees	14 - 20 days before event date: . . . . . 75% of Committed Fees
31 - 45 days before event date ..... 25% of Committed Fees	13 days or fewer before event date . . . . . 100% of Committed Fees
21 - 30 days before event date ..... 50% of Committed Fees	

It is agreed that the liquidated damages set forth above are reasonable and fair under the present circumstances.

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

**PROGRAM PAYMENT\*\***

\*\* Form of Payment must accompany registration

Check  Visa  Master Card  American Express  
 Please Send Invoice to my Attention

Card #: \_\_\_\_\_  
 Name on Card: \_\_\_\_\_  
 Exp. Date: \_\_\_\_\_  
 Billing Address: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



TRAVELTRUST SCRIPPS RANCH  
Phone: 1-800-792-4662

Electronic Invoice

CHAIR GLEASON CHANGED HIS RETURN FLIGHT AND PAID THE PENALTY WITH PERSONAL CREDIT CARD.

Prepared For:  
GLEASON/ROBERT

SALES PERSON	E4
INVOICE NUMBER	1207502
INVOICE ISSUE DATE	01 Oct 2013
RECORD LOCATOR	NYGYKI
CUSTOMER NUMBER	0000SDCRAA

Client Address

SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
PO BOX 82776  
SAN DIEGO CA 92138-2776

Notes

YOUR UNITED ETICKET CONFIRMATION IS \*\* DKC33F \*\*  
-----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----  
\*\*\*\*\*TICKETLESS TRAVEL INSTRUCTIONS\*\*\*\*\*  
THIS IS AN E-TICKET RESERVATION.  
A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN  
A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN  
UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.  
\*\*\*\*\*TSA GUIDANCE FOR PASSENGERS\*\*\*\*\*  
PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING  
INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE  
DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE  
FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV

DATE: Sat, Sep 28

Flight: UNITED AIRLINES 546

From	SAN DIEGO, CA	Departs	7:55am
To	WASHINGTON DULLES, DC	Arrives	3:46pm
Departure Terminal	2		
Duration	04hr(s) :51min(s)	Class	United Economy
Type	BOEING 757 200 SERIES JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	GLEASON/ROBERT	Seat(s) - 24C	UA - XXXXXXXXX 14

DATE: Wed, Oct 02

Flight: UNITED AIRLINES 229

From	WASHINGTON DULLES, DC	Departs	8:03am
To	SAN DIEGO, CA	Arrives	10:24am
		Arrival Terminal	2
Duration	05hr(s) :21min(s)	Class	United Economy
Type	BOEING 757 200 SERIES JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	GLEASON/ROBERT		UA - XXXXXXXXX 14

DATE: Mon, Mar 31

Others

RESERVATION  
RETAINED FOR  
180 DAYS

Ticket Information

<b>Ticket Number</b>	UA 7307855437	<b>Passenger</b>	GLEASON ROBERT		
		<b>Exchange</b>	UA 7288745664		
		<b>Billed to:</b>	VI XXXXXXXXXXXXX	USD	* 200.00
<b>Service Fee</b>	XD 0594788670	<b>Passenger</b>	GLEASON ROBERT		
		<b>Billed to:</b>	VI XXXXXXXXXXXXX	USD	* 25.00
				<b>SubTotal</b>	USD 225.00
				<b>Net Credit Card Billing</b>	* USD 225.00
				<b>Total Amount Due</b>	USD 0.00

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST  
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.  
FOR EMERGENCY AFTERHOURS SERVICE IN THE US  
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0  
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER  
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00  
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

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



**TRAVELTRUST SCRIPPS RANCH**  
 Phone: 1-800-792-4662

**Electronic Invoice**

**Prepared For:**  
 GLEASON/ROBERT

SALES PERSON	E4
INVOICE NUMBER	1205230
INVOICE ISSUE DATE	03 Jul 2013
RECORD LOCATOR	NYGYKI
CUSTOMER NUMBER	0000SDCRAA

Client Address

SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
 PO BOX 82776  
 SAN DIEGO CA 92138-2776

Notes

YOUR UNITED ETICKET CONFIRMATION IS \*\* DKC33F \*\*  
 -----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----  
 \*\*\*\*\*TICKETLESS TRAVEL INSTRUCTIONS\*\*\*\*\*  
 THIS IS AN E-TICKET RESERVATION.  
 A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN  
 A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN  
 UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.  
 \*\*\*\*\*  
 \*\*\*\*\*TSA GUIDANCE FOR PASSENGERS\*\*\*\*\*  
 PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING  
 INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE  
 DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE  
 FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV  
 \*\*\*\*\*

**DATE: Sat, Sep 28**

**Flight: UNITED AIRLINES 546**

From	SAN DIEGO, CA	Departs	7:55am
To	WASHINGTON DULLES, DC	Arrives	3:46pm
Departure Terminal	1		
Duration	04hr(s) :51min(s)	Class	United Economy
Type	BOEING 757 200 SERIES JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	GLEASON/ROBERT	Seat(s) - 24C	UA - XXXXXXXXX 14

**DATE: Wed, Oct 02**

**Flight: UNITED AIRLINES 240**

From	WASHINGTON DULLES, DC	Departs	5:34pm
To	SAN DIEGO, CA	Arrives	7:48pm
		Arrival Terminal	1
Duration	05hr(s) :14min(s)	Class	United Economy
Type	BOEING 757 200 SERIES JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	GLEASON/ROBERT	Seat(s) - 29C	UA - XXXXXXXXX 14

DATE: Mon, Mar 31

Others

RESERVATION  
RETAINED FOR  
180 DAYS

Ticket Information

<b>Ticket Number</b>	UA 7288745664	<b>Passenger</b>	GLEASON ROBERT		
		<b>Billed to:</b>	AX XXXXXXXXXXXX	USD	* 581.80
<b>Service Fee</b>	XD 0591804864	<b>Passenger</b>	GLEASON ROBERT		
		<b>Billed to:</b>	AX XXXXXXXXXXXX	USD	* 30.00
				<b>SubTotal</b>	USD 611.80
				<b>Net Credit Card Billing</b>	* USD 611.80
				<b>Total Amount Due</b>	USD 0.00

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST  
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.  
FOR EMERGENCY AFTERHOURS SERVICE IN THE US  
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0  
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER  
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00  
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

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



PASSENGER RECEIPT 1 OF 1  
 28SEP13  
 K3/DB857E /SAN DIEGO

EXCESS BAGGAGE  
 TICKET

GLEASON/ROBERT  
 \*\*\*NOT VALID FOR\*\*\*  
 \*\*\*TRANSPORTATION\*\*\*

PSGR TICKET 01672887456645

THIS IS YOUR RECEIPT

SAN UA IAD

DKC33F

FOR CONDITIONS OF  
 CONTRACT - SEE  
 PASSENGER TICKET AND  
 BAGGAGE CHECK

1 FIRST CHECKED BAG 25.00

NOT VALID FOR TRAVEL

USD 25.00

VXXXXXXXXXXXX/XXXX/808202

1 016 2606747227 1

USD 25.00

A STAR ALLIANCE MEMBER



Baggage Receipt

Issue Date: 02 OCT 2013 IAD ATO

A STAR ALLIANCE MEMBER

Baggage Document	Description	Qty	Fees
0162686940493	First Bag Fee	1	\$25.00

Method of Payment

Visa XXXXXXXXXXXXXXX

Ticket Number  
 0167307855437

Cardholder Name  
 ROBERT H GLEASON

BAGGAGE FEES Total Fees USD \$25.00

Confirmation: DKC33F

Excess Baggage Terms and Conditions:

- All excess baggage is subject to space availability.
- Receipt for payment must be presented at bag check.
- For refunds or adjustments, see a United representative.

Carrier Routing  
 UA IAD - SAN

AGENT REFERENCE: 66 ESC BAG

THANK YOU  
CUSTOMER COPY

Washington Flyer  
CAB-DR ID 562-60562  
2013-09-28 16:00  
3857208, -7726769  
2013-09-28 16:32  
3854339, -7702086  
DISTANCE 27.30  
FARE \$58.50  
TIP 10.00  
TOTAL 68.50

Paid By: DULLES TO  
VISA XXXXXXXX HOTEL

THANK YOU  
CALL AGAIN  
(703) 224-2022



# TAXICAB RECEIPT

Time: 9.30.13  
Date: 12:30pm

Origin of trip: Treasury  
Destination: Pentagon  
Fare: \$13 Sign: [Signature]

FARECARD  
VALUE



43.25  
Welcome to  
Washington, DC!  
Pentagon to  
Convention Center  
9/30



TRADE IN M opens doors

Warning: Keep this farecard away from magnetic devices and other magnetic strips to minimize a loss of fare value.



# TAXICAB RECEIPT

Time: 245 Date: 10.1.13

Origin of trip: Madison Hotel  
Destination: DOT  
Fare: \$18 Sign: [Signature]



CAB #WONDER 81  
D555  
(202) 810-4482  
WASHINGTON, DC  
10/02/13 06:50

DIST... 29.10  
FARE... \$ 67.24  
TIP... \$ 10.27  
EXTRAS. \$ 1.25

TOTAL.. \$ 78.76

VISA XXXX  
MID 445100500997

AUTH 502005

SIGN HERE:

HOTEL TO  
DULLES WITH  
TFB

Warren Anne

---

**From:** loewshotelsconfirmation@loewshotels.com  
**Sent:** Monday, July 01, 2013 11:57 AM  
**To:** Warren Anne  
**Subject:** Loews Reservation



07-01-13

Mr. Robert Gleason  
San Diego County Regional Airport Authority  
PO Box 82776  
San Diego CA 92138  
United States

Dear Mr. Gleason,

In DC, All Parties Are Welcome!

The Madison Hotel has found a new running mate and is now the Loews Madison Hotel. We look forward to our return to Washington, DC and welcoming you to the Loews Madison Hotel. Please review your confirmation to verify your stay information. Should you need to make any changes or reconfirm any details, please let us know.

Reservation Confirmation Number: **9450382**

Reservation Details:

Arrival Date	Nights	Guests	Room Type
09-28-13	4	1 Adult / 0 Children	Group Room

Rate Type	Nightly Rate	Payment Method	Check In Time	Check Out Time
Group Rate	305.00	Visa Card	4:00 PM	





# LOEWS

MADISON HOTEL  
WASHINGTON DC

Mr. Robert Gleason  
San Diego County Regional Airport Authority  
PO Box 82776  
San Diego CA 92138  
United States

Room Number: 0519  
Arrival Date: 09-28-13  
Departure Date: 10-02-13  
Confirmation Number: 9450382  
Merchant Ref #:  
Page No: 1 of 1

Guest Name:

## INFORMATION INVOICE

A/R No:

Folio No:

10-02-13

Date	Description	Charges	Credits
09-28-13	Room Accommodation	305.00	
09-28-13	Occupancy Tax - 14.5 PCT	44.23	
09-29-13	Telephone - Local 10:25 Room# 0519 : Dialed# 1855645 [REDACTED] [00:05:08] [CJAZZ]	0.75	
09-29-13	Room Accommodation	305.00	
09-29-13	Occupancy Tax - 14.5 PCT	44.23	
09-30-13	Room Accommodation	305.00	
09-30-13	Occupancy Tax - 14.5 PCT	44.23	
10-01-13	Room Accommodation	305.00	
10-01-13	Occupancy Tax - 14.5 PCT	44.23	
10-02-13	Visa XXXXXXXXXXXX [REDACTED] XX/XX		1,397.67
10-02-13	Adj Telephone - Local	-0.75	
10-02-13	Visa Correction XXXXXXXXXXXX [REDACTED] XX/XX		-0.75
<b>Total</b>		<b>1,396.92</b>	<b>1,396.92</b>
<b>Balance</b>		<b>0.00</b>	

3 nights room & tax = \$1,047<sup>69</sup>  
(1st night personal)

**PAUL ROBINSON**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**TRAVEL EXPENSE REPORT - Board Members**

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

Board member name: Paul Robinson  
 Departure Date: 9/28/2013 Return Date: 10/2/2013 Report Due: 11/1/13  
 Destination: \_\_\_\_\_

Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3 4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

<sup>3</sup> Business Expense Reimbursement Policy 3.30

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

	Authority Expenses (Prepaid by Athty)	Board Member Expenses							TOTALS	
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY		
		9/29/13	9/30/13	10/1/13	10/2/13			9/28/13		
<b>Daily PerDiem Limitations:</b>										
**GSA Daily Hotel Rate or Conference Hotel Rate		305.00	305.00	305.00					305.00	
**GSA Daily Meals, Entertainment & Incidentals (ME&I)		71.00	71.00	71.00	53.25				53.25	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	513.80									0.00
Conference Fees (provide copy of flyer/registration expenses)	1,099.00									0.00
Rental Car										0.00
Gas and Oil										0.00
Garage/Parking										0.00
Mileage - attach mileage form										0.00
Taxi/Shuttle Fare (include tips pd.) To/From meetings, airport, etc.		7.00	7.00	18.00						32.00
Hotel - Actual Expense Paid - <b>Excluding Taxes</b>		305.00	305.00	305.00					305.00	
<b>Allowable Hotel</b> (Lessor of Actual or GSA Allowance)		305.00	305.00	305.00	0.00	0.00	0.00		305.00	1,220.00
Hotel Taxes Paid		44.23	44.23	44.23					44.23	176.92
Telephone, Internet and Fax										0.00
Laundry										0.00
<b>Meals, Entertainment &amp; Incidentals (M,E&amp;I):</b>										
Meals (include tips pd.)	Breakfast	22.70			5.23					
	Lunch									
	Dinner	78.78		54.10					30.70	
	Other Meals									
Entertainment (Hospitality) <sup>1</sup>										
Tips Paid to Maids, Bellhops and other hotel servers										
Taxi/Shuttle Fare (include tips pd.) To/From meal destinations										
<b>Total Meals, Entertainment &amp; Incidentals</b>		101.48	0.00	54.10	5.23	0.00	0.00		30.70	
<b>GSA Allowance for M,E&amp;I (from above)</b>		71.00	71.00	71.00	53.25	0.00	0.00		53.25	
<b>Allowable M,E&amp;I (Lessor of Actual or GSA Allowance)</b>		71.00	0.00	54.10	5.23	0.00	0.00		30.70	161.03
Alcohol is a non-reimbursable expense										0.00
Miscellaneous: Baggage Fees					25.00				25.00	50.00
										0.00
										0.00
<b>Total Expenses</b>	1,612.80	427.23	356.23	421.33	30.23	0.00	0.00		404.93	1,639.95

Add any additional details as needed for explanation (attach add'l sheet if needed):

Chair Gleason changed his return flight and paid penalty charges with personal credit card

Alcohol is a non-reimbursable expense

<sup>1</sup>Give names and business affiliations of all persons whose meals were paid by traveler.

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

<b>Grand Trip Total</b>	3,252.75
Less Cash Advance (attach copy of Authority ck)	
Less Expenses Prepaid by Authority	1,612.80
<b>Due Traveler</b> - if positive amount, prepare check request	
<b>Due Authority</b> - if negative, attach check payable to SDCRAA	1,639.95

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

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy<sup>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>3</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By: Anne Warren  
 Traveler Signature: Paul Robinson  
 Administrator's signature: \_\_\_\_\_

Ext.: 2408  
 Date: 10/10/13  
 Date: \_\_\_\_\_

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

I, \_\_\_\_\_ hereby certify that this document was approved by the Executive Committee at its meeting on \_\_\_\_\_

Clerk Signature: \_\_\_\_\_ 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: Paul Robinson Dept: 02/Board  
 Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 6/6/13 PLANNED DATE OF DEPARTURE/RETURN: 9/28/13 / 10/2/13

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

Destination: Washington, DC Purpose: Attend Conference  
 Explanation: San Diego Regional Chamber of Commerce One Region One Voice, Mission to Washington

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	500
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	200
B. LODGING	\$	1300
C. MEALS	\$	300
D. SEMINAR AND CONFERENCE FEES	\$	1199
E. ENTERTAINMENT (If applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	100
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$</b>	<b>3599</b>

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

Travelers Signature:  Date: 6/6/13

**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, Tony L. Russell, Authority Clerk, hereby certify that this document was approved  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 by the Executive Committee at its 6/24/13 meeting.  
 (Leave blank and we will insert the meeting date.)



# OneRegion OneVoice

San Diego Mission to Washington D.C., September 29 - October 2, 2013

Please fill out the form completely. State or government issued photo I.D., Social Security number and birthdate required for Federal security clearance.

Last Name: Robinson First Name: Paul  
 Social Security #: [REDACTED] Birthdate: [REDACTED]  
 Driver's License and/or Passport number: [REDACTED]  
 Participant's Home Address: [REDACTED]  
 City San Diego State: CA Zip: [REDACTED]  
 Name Badge Preference: Paul  
 Business/Organization Name: San Diego County Regional Airport Authority  
 Your Job Title: Board Vice Chair  
 Business/Organization Address: 3225 North Harbor Drive  
 City San Diego State: CA Zip: 92101  
 Email: awarren@san.org Phone: (619) 400-2408 Mobile: \_\_\_\_\_

PROGRAM RATES* Please check appropriate boxes	Per Person Rates	
	Standard	By Friday- August 2, 2013
<input type="checkbox"/> Member Registration	\$1,399	\$1,299
<input type="checkbox"/> Non-Member Registration	\$1,599	\$1,499
Total:		\$1099

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

### HOTEL INFORMATION:

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



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

### CANCELLATION POLICY

I agree and accept the conditions and payment obligations outlined within this event agreement and I agree to pay the invoice when rendered within the terms stated on the invoice.

I understand that all cancellations must be in written from the person who signed the booking form (or other legal representative) and will commence from the date the cancellation notice was received by the San Diego Regional Chamber of Commerce. In the event of cancellation the following charges (below) will become payable:

46 days or more before event date ..... Full Refund of Committed Fees	14 - 20 days before event date ..... 75% of Committed Fees
31 - 45 days before event date ..... 25% of Committed Fees	13 days or fewer before event date ..... 100% of Committed Fees
21 - 30 days before event date ..... 50% of Committed Fees	

It is agreed that the liquidated damages set forth above are reasonable and fair under the present circumstances.

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

### PROGRAM PAYMENT\*\*

\*\* Form of Payment must accompany registration

Check  Visa  Master Card  American Express  
 Please Send Invoice to my Attention

Card #: \_\_\_\_\_  
 Name on Card: \_\_\_\_\_  
 Exp. Date: \_\_\_\_\_  
 Billing Address: \_\_\_\_\_

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



**TRAVELTRUST SCRIPPS RANCH**  
 Phone: 1-800-792-4662

**Electronic Invoice**

**Prepared For:**  
**ROBINSON/PAUL**

SALES PERSON	E4
INVOICE NUMBER	1205236
INVOICE ISSUE DATE	03 Jul 2013
RECORD LOCATOR	KQXNEO
CUSTOMER NUMBER	0000SDCRAA

**Client Address**

SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
 PO BOX 82776  
 SAN DIEGO CA 92138-2776

**Notes**

YOUR USAIRWAYS ETICKET CONFIRMATION IS \*\* E66XLQ \*\*  
 -----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----  
 \*\*\*\*\*TICKETLESS TRAVEL INSTRUCTIONS\*\*\*\*\*

THIS IS AN E-TICKET RESERVATION.  
 A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN  
 A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN  
 UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.

\*\*\*\*\*TSA GUIDANCE FOR PASSENGERS\*\*\*\*\*  
 PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING  
 INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE  
 DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE  
 FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV

**DATE: Sat, Sep 28**

**Flight: US AIRWAYS 665**

From	SAN DIEGO, CA	Departs	12:20pm
To	WASHINGTON REAGAN, DC	Arrives	8:20pm
Departure Terminal	2	Arrival Terminal	C
Duration	05hr(s) :00min(s)	Class	Coach
Type	AIRBUS INDUSTRIE A320 JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	ROBINSON/PAUL	Seat(s) - 14C	

**DATE: Wed, Oct 02**

**Flight: US AIRWAYS 665**

From	WASHINGTON REAGAN, DC	Departs	8:50am
To	SAN DIEGO, CA	Arrives	11:24am
Departure Terminal	C	Arrival Terminal	2
Duration	05hr(s) :34min(s)	Class	Coach
Type	AIRBUS INDUSTRIE A320 JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	ROBINSON/PAUL	Seat(s) - 13D	

**DATE: Mon, Mar 31**

Others

RESERVATION  
RETAINED FOR  
180 DAYS

Ticket Information

<b>Ticket Number</b>	US 7288745670	<b>Passenger</b>	ROBINSON PAUL		
		<b>Billed to:</b>	AX XXXXXXXXXXXX	USD	* 483.80
<b>Service Fee</b>	XD 0591804870	<b>Passenger</b>	ROBINSON PAUL		
		<b>Billed to:</b>	AX XXXXXXXXXXXX	USD	* 30.00
				<b>SubTotal</b>	USD 513.80
				<b>Net Credit Card Billing</b>	* USD 513.80
					-----
				<b>Total Amount Due</b>	USD 0.00

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST  
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.  
FOR EMERGENCY AFTERHOURS SERVICE IN THE US  
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0  
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER  
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00  
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

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

Warren Anne

---

**From:** loewshotelsconfirmation@loewshotels.com  
**Sent:** Monday, July 01, 2013 11:58 AM  
**To:** Warren Anne  
**Subject:** Loews Reservation



07-01-13

Mr. Paul Robinson  
San Diego County Regional Airport Authority  
PO Box 82776  
San Diego CA 92138  
United States

Dear Mr. Robinson,

In DC, All Parties Are Welcome!

The Madison Hotel has found a new running mate and is now the Loews Madison Hotel. We look forward to our return to Washington, DC and welcoming you to the Loews Madison Hotel. Please review your confirmation to verify your stay information. Should you need to make any changes or reconfirm any details, please let us know.

Reservation Confirmation Number: **9450384**

Reservation Details:

Arrival Date	Nights	Guests	Room Type
09-28-13	4	1 Adult / 0 Children	Group Room

Rate Type	Nightly Rate	Payment Method	Check In Time	Check Out Time
Group Rate	305.00	Visa Card	4:00 PM	





# LOEWS

MADISON HOTEL  
WASHINGTON DC

Mr Paul Robinson  
San Diego County Regional Airport Authority  
PO Box 82776  
San Diego CA 92138  
United States

Room Number: 1421  
Arrival Date: 09-28-13  
Departure Date: 10-02-13  
Confirmation Number: 9450384  
Merchant Ref #:  
Page No: 1 of 1

Guest Name:

## INFORMATION INVOICE

A/R No:  
Folio No:

10-02-13

Date	Description	Charges	Credits
09-28-13	Room Accommodation	305.00	
09-28-13	Occupancy Tax - 14.5 PCT	44.23	
09-29-13	Post Script -Food Breakfast Room# 1421 : CHECK# 0102592 egg/wh omelette	14.00	
09-29-13	Post Script Beverage Breakfast Room# 1421 : CHECK# 0102592 coffee	3.00	
09-29-13	Post Script Gratuity Room# 1421 : CHECK# 0102592	4.00	
09-29-13	Sales Tax Food - Post Script Room# 1421 : CHECK# 0102592	1.70	
09-29-13	Room Accommodation	305.00	
09-29-13	Occupancy Tax - 14.5 PCT	44.23	
09-30-13	<del>Post Script Beverage Dinner Beer Room# 1421 : CHECK# 0102742</del>	<del>5.00</del>	
09-30-13	<del>Post Script Gratuity Room# 1421 : CHECK# 0102742</del>	<del>1.50</del>	
09-30-13	<del>Sales Tax - Beverage Post Script Room# 1421 : CHECK# 0102742</del>	<del>0.50</del>	
09-30-13	Room Accommodation	305.00	
09-30-13	Occupancy Tax - 14.5 PCT	44.23	
10-01-13	Room Accommodation	305.00	
10-01-13	Occupancy Tax - 14.5 PCT	44.23	
10-02-13	American Express XXXXXXXXXXXX XX/XX		1,426.62
<b>Total</b>		<b>1,426.62</b>	<b>1,426.62</b>
<b>Balance</b>		<b>0.00</b>	



11525 D. Kelly

Tbl 144/2 Chk 2370 Gst 1  
Sep28'13 09:31PM

1 Cup Chili Wks Onions 5.50  
1 Crabcake Single 17.95  
~~1 Fish & Chips 12.00~~

Subtotal 35.45  
Tax 3.55  
10:26PM Total 39.00

39.00  
- 13.30  
\$25.70  
+ 5.00 tip  
\$30.70

Back

Per Board  
Member Robinson

\$39.00  
-13.30  
\$25.70  
+ 5.00 tip  
\$30.70

Old Ebbitt  
Madison

DIAL CAB  
202-832-4444  
PVIN#F638  
FACE ID #77509  
TAG #H87090  
09/29/13 TR 0014  
START END MILES  
23:44 23:48 0.5  
RATE #1

FARE : \$ 5.41  
EXTRA: \$ 0.00  
TOTAL: \$ 5.41  
DC TAXICAB COMM  
TEL 855-484-4697  
WWW. ~~7.00~~  
DCTAXI.DC.GOV  
+ Tip ~~5.00~~  
7.00

Madison  
TO McKenna  
Long

PVIN # F404  
EMPIRE # 214  
TAG # H96994  
FACE ID # 72590

09/30/13 TR 0170  
START END MILES  
11:34 11:37 0.5  
RATE #1

FARE : \$ 4.87  
EXTRA: \$ 0.25  
TOTAL: \$ 5.12  
7.00

DC TAXICAB COMM  
TEL 855-484-4697  
WWW.DCTAXI.DC.GOV  
HAVE A NICE DAY



2027 Cody S

Tbl 302/1 Chk 5807 Gst 0  
Sep29'13 08:51PM

~~1 Fish & Chips 12.00~~  
2 Crabcake Single 35.90  
1 Caesar 7.95  
1 Grill Chk Caesar 15.95  
~~1 Fish & Chips 12.00~~

Subtotal 86.30  
Tax 8.63  
09:40PM Total 94.93

Oyster Riot XIX  
Fri, Nov 22 & Sat, Nov 23  
Tickets on Sale Now 13.00  
For tix and more info visit: 78.78  
www.ebbitttoysterriot.com  
www.ebbitt.com

### -TAXICAB RECEIPT-

TIME 3:00 p.m. DATE 10/1

REC'D FROM \_\_\_\_\_

FARE AMOUNT \$ 18.00

TRIP FROM DOT

TRIP TO Madison Hotel

ASSN. \_\_\_\_\_ CAB NO. \_\_\_\_\_

I.D. NO. \_\_\_\_\_ TAG NO. \_\_\_\_\_

SIGNATURE \_\_\_\_\_



**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**MISSING RECEIPT FORM**

Board Member/Executive Committee Member must complete form below.

Date of Purchase/Event: 9/28/13 and 10/2/13

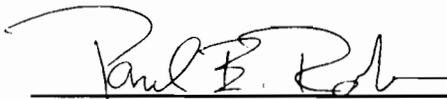
Description of Item/Event: Baggage Fees

Vendor/Event Name: US Airways

Dollar Amount: \$25.00 and \$25.00

Reason for Missing Receipt: The fees were charged to credit card and did not receive a receipt

I hereby certify that the original receipt in question was lost or none was issued to me.

  
Board Member Signature

10/10/13  
Date

  
Executive Committee Member Signature

10.22.13  
Date

**THELLA F. BOWENS**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

**TRAVEL EXPENSE REPORT**

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

TRAVELER: Thella F. Bowens DEPT. NAME & NO. Executive Office BU6  
 DEPARTURE DATE: 9/28/2013 RETURN DATE: 10/2/2013 REPORT DUE: 11/1/13  
 DESTINATION: Washington, DC

*Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.*

	Authority Expenses (Prepaid by Authority)	Employee Expenses							TOTALS
		SUNDAY 9/29/13	MONDAY 9/30/13	TUESDAY 10/1/13	WEDNESDAY 10/2/13	THURSDAY	FRIDAY	SATURDAY 9/28/13	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	806.70								0.00
Conference Fees (provide copy of flyer/registration expenses)	1,199.00								0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*				15.00				18.00	33.00
Hotel*		349.23	349.23	349.23				349.23	1,396.92
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (include tips pd.)									0.00
Breakfast*									0.00
Lunch*		27.60							27.60
Dinner*		33.49		54.30				31.40	119.19
Other Meals*									0.00
Alcohol is a non-reimbursable expense									
Hospitality <sup>1</sup> *									0.00
Miscellaneous: Baggage Fees									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>2,005.70</b>	<b>410.32</b>	<b>349.23</b>	<b>418.53</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>398.63</b>	<b>1,576.71</b>

Explanation:	Total Expenses Prepaid by Authority	2,005.70
	Total Expenses Incurred by Employee (including cash advances)	1,576.71
	<b>Grand Trip Total</b>	<b>3,582.41</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	2,005.70
	<b>Due Traveler (positive amount)<sup>2</sup></b>	
<b>Due Authority (negative amount)<sup>3</sup></b>	<b>1,576.71</b>	
		<i>Note: Send this report to Accounting even if the amount is \$0.</i>

<sup>1</sup> Give names and business affiliations of any persons whose meals were paid by traveler.  
<sup>2</sup> Prepare Check Request  
<sup>3</sup> Attach personal check payable to SDCRAA

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy<sup>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>5</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

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

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

Prepared By: Amy Caldera  
 Traveler Signature: *Thella F. Bowens*  
 Approved By: \_\_\_\_\_

Ext.: 2445  
 Date: 23 Oct 13  
 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.

14-023 106300126

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

**FILE COPY**

**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: 08/21/13 PLANNED DATE OF DEPARTURE/RETURN: 09/29/13 / 10/02/13

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

Destination: Washington, DC Purpose: Attend San Diego Regional Chamber of Commerce One Region One Voice, Mission to Washington  
 Explanation: \_\_\_\_\_

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

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ 600.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 200.00
<b>B. LODGING</b>	\$ 1300.00
<b>C. MEALS</b>	\$ 200.00
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ 1399.00
<b>E. ENTERTAINMENT (If applicable)</b>	\$
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ 100.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$ 3799.00

**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: 9/2/13

**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, Tony R. Russell, Authority Clerk, hereby certify that this document was approved  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 by the Executive Committee at its 8/26/13 meeting.  
 (Leave blank and we will insert the meeting date.)



Electronic Invoice

Prepared For:  
BOWENS/THELLA

SALES PERSON	E4
INVOICE NUMBER	1207027
INVOICE ISSUE DATE	12 Sep 2013 ✓
RECORD LOCATOR	CMECJC
CUSTOMER NUMBER	0000SDCRAA

Client Address

SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
PO BOX 82776  
SAN DIEGO CA 92138-2776

Notes

YOUR UNITED ETICKET CONFIRMATION IS \*\* JP8LW5 \*\*  
-----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----  
\*\*\*\*\*TICKETLESS TRAVEL INSTRUCTIONS\*\*\*\*\*  
THIS IS AN E-TICKET RESERVATION.  
A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN  
A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN  
UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.  
\*\*\*\*\*  
\*\*\*\*\*TSA GUIDANCE FOR PASSENGERS\*\*\*\*\*  
PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING  
INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE  
DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE  
FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV  
\*\*\*\*\*

DATE: Sat, Sep 28

Flight: UNITED AIRLINES 1255

From	SAN DIEGO, CA	Departs	6:18am
To	CHICAGO OHARE, IL	Arrives	12:24pm
Departure Terminal	2	Arrival Terminal	1
Duration	04hr(s) :06min(s)	Class	Economy
Type	BOEING 737-700 JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 11C	UA - XXXXXX 58

DATE: Sat, Sep 28

Flight: UNITED AIRLINES 616

From	CHICAGO OHARE, IL	Departs	1:06pm
To	WASHINGTON REAGAN, DC	Arrives	4:00pm
Departure Terminal	1	Arrival Terminal	B
Duration	01hr(s) :54min(s)	Class	Economy
Type	AIRBUS INDUSTRIE A319 JET	Meal	
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 11D	UA - XXXXXX 58

**DATE: Wed, Oct 02**

**Flight: UNITED AIRLINES 229**

From	WASHINGTON DULLES, DC	Departs	8:03am
To	SAN DIEGO, CA	Arrives	10:24am
Duration	05hr(s) :21min(s)	Arrival Terminal	2
Type	BOEING 757 200 SERIES JET	Class	Economy
Stop(s)	Non Stop	Meal	Food for Purchase
Seat(s) Details	BOWENS/THELLA	Seat(s) - 09C	UA - XXXXXX 58

**DATE: Mon, Mar 31**

**Others**

RESERVATION  
RETAINED FOR  
180 DAYS

**Ticket Information**

<b>Ticket Number</b>	UA 7305012094	<b>Passenger</b>	BOWENS THELLA		
		<b>Billed to:</b>	AX XXXXXXXX [REDACTED]	USD	* 776.70
<b>Service Fee</b>	XD 0594145457	<b>Passenger</b>	BOWENS THELLA		
		<b>Billed to:</b>	AX XXXXXXXX [REDACTED]	USD	* 30.00
				<b>SubTotal</b>	USD 806.70
				<b>Net Credit Card Billing</b>	* USD 806.70 ✓
				<b>Total Amount Due</b>	USD 0.00

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST  
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.  
FOR EMERGENCY AFTERHOURS SERVICE IN THE US  
PLEASE CALL 888-221-8062 AND USE YOUR VIT CODE - S7NS0  
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER  
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00  
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

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

Invoice



402 West Broadway, Suite 1000  
San Diego, CA 92101  
(619) 544-1374 Fax: (619) 744-7474

**INVOICE**

**Member**

Ms. Thella Bowens  
San Diego County Regional Airport Authority  
P.O. Box 82776  
San Diego, CA 92138-2776

Invoice Number: 9329445  
Date: 09/05/2013  
Account No.: 75030  
Date Due: 09/05/2013

Qty	Description	AMOUNT
1	One Region One Voice, Mission to Washington DC-Additional Guest (2nd Ticket Only)	\$1,199.00
		\$-1,199.00

**Payment Details**

Check  MC  Visa  Discover/Novus  Amex

Name \_\_\_\_\_

CC # \_\_\_\_\_

Expires \_\_\_\_\_

**Total Amount Due**

**\$0.00**

Office Use Only

**Please Make Check or Money Order Payable to the San Diego Regional Chamber of Commerce**



# LOEWS

MADISON HOTEL  
WASHINGTON DC

Ms. Thella Bowens  
P.O. Box 82776  
San Diego CA 92138  
United States

Room Number: 0738  
Arrival Date: 09-28-13  
Departure Date: 10-02-13  
Confirmation Number: 9715099  
Merchant Ref #:  
Page No: 1 of 1

Guest Name:

### INFORMATION INVOICE

A/R No:  
Folio No:

10-02-13

Date	Description	Charges	Credits
09-28-13	Post Script Food Dinner Room# 0738 : CHECK# 0102487	24 <sup>00</sup> 41.00	
09-28-13	[REDACTED]	[REDACTED]	
09-28-13	[REDACTED]	[REDACTED]	
09-28-13	Post Script Gratuity Room# 0738 : CHECK# 0102487	tip 5 <sup>00</sup> 13.00	\$31.40 Itemized receipt page 1
09-28-13	Sales Tax Food - Post Script Room# 0738 : CHECK# 0102487	tax 2.40 4.10	
09-28-13	[REDACTED]	31.40	
09-28-13	Room Accommodation	305.00	349.23
09-28-13	Occupancy Tax - 14.5 PCT	44.23	
09-29-13	Room Accommodation	305.00	349.23
09-29-13	Occupancy Tax - 14.5 PCT	44.23	
09-30-13	Room Accommodation	305.00	349.23
09-30-13	Occupancy Tax - 14.5 PCT	44.23	
10-01-13	Room Accommodation	305.00	349.23
10-01-13	Occupancy Tax - 14.5 PCT	44.23	
10-02-13	[REDACTED]	[REDACTED]	1,477.02 1428
<b>Total</b>		<b>1428.32</b> 1,477.02	<b>1,477.02</b>
<b>Balance</b>			<b>0.00</b>

10/21/13 Billing to research  
Sarah Walters - Billing

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC**  
**September 29 – October 2, 2013—THELLA F. BOWENS**



**TAXICAB RECEIPT**

Time: \_\_\_\_\_  
Date: 9/28/13

Origin of trip: Airport to

Destination: Hotel

Fare: \$15.00 + \$3 tip \$18.00  
Sign: \_\_\_\_\_

Loews Madison Hotel  
1177 15th Street, NW  
Washington, D.C. 20005

102113 Sonia B 2

TBL 324/2 GST 2  
CHK 2487  
SEP28'13 6:25PM

~~\_\_\_\_\_~~  
~~\_\_\_\_\_~~  
~~\_\_\_\_\_~~  
1 Grilled Chicken 24.00

Subtotal ~~51.00~~ 24.00

Food Tax ~~4.10~~ 2.40

Payment ~~\_\_\_\_\_~~ 26.40

\$ Charge Tip 13.00 5.00

0738/Bowens ~~\_\_\_\_\_~~ (73140)  
Room Charge ~~\_\_\_\_\_~~

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC  
September 29 - October 2, 2013—THELLA F. BOWENS**



12697 J MILLER

Tbl 161/1      Chk 2414      Gst 2  
Sep29'13 12:30PM

2 Coffee	3.50	<del>7.00</del>
1 Trout		17.95

Subtotal	21.45	<del>75.85</del>
Tax	2.15	<del>7.59</del>
14PM Total	<del>83.44</del>	

Oyster Riot XIX      23.60  
 Fri, Nov 22 & Sat, Nov 23      4.00 tp  
 Tickets on Sale Now  
 For tix and more info visit: **27.60**  
 www.ehhittagrill.com  
 www.eh...

Date: Sep29'13 02:22PM  
 Card Type: [REDACTED]  
 Acct #: [REDACTED]  
 Card Entry: SWIPED  
 Trans Type: PURCHASE  
 Auth Code: 560722  
 Check: 2414  
 Table: 161/1  
 Server: 12697 J MILLER

Subtotal: ~~23.60~~ .44

Tip: 4.00

**\$27.60**

Total: [REDACTED]

Signature [REDACTED]  
 I agree to pay above total  
 according to my card issuer  
 agreement.  
 \*\*\*

9/29 Lunch

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC**  
**September 29 – October 2, 2013—THELLA F. BOWENS**



2027 Cody S

Tbl 302/1      Chk 5807      Gst 0  
 Sep29'13 08:51PM ✓

~~\_\_\_\_\_~~  
~~\_\_\_\_\_~~  
 1/2 Crabcake Single      17.95      ~~35.90~~  
 1 Caesar      7.95  
~~\_\_\_\_\_~~  
~~\_\_\_\_\_~~

9/29 dinner

Subtotal      25.90      ~~86.30~~  
 Tax      2.59      ~~8.63~~  
 09:46PM Total      ~~94.53~~

28.49 + 5.00 tip = 33.49

Oyster Riot XIX  
 Fri, Nov 22 & Sat, Nov 23  
 Tickets on Sale Now  
 For tix and more info  
 www.ebbitt  
 www.ebbitt

1401 K Street  
 Washington, DC 20005

25 Joan W

Tbl 64/3      Chk 116      Gst 1  
 Oct01'13 06:38PM

10/1 dinner

1 Beet Carpaccio      13.00  
 1 Crab Cakes      30.00  
 Subtotal      43.00  
 Sales Tax      4.30  
 08:40PM Total      47.30  
 DC Tax Coll      4.30

Follow us on Facebook and  
 Twitter  
 all

1401 K Street  
 Washington, DC 20005  
 Date: Oct01'13 08:49PM  
 Card Type: \_\_\_\_\_  
 Acct #: \_\_\_\_\_  
 Card Entry: SWIPED  
 Trans Type: PURCHASE  
 Auth Code: 505600  
 Check: 116  
 Table: 64/3  
 Server: 25 Joan W

Subtotal: 47.30  
 Tip: 7.00  
 Total: 54.30

Signature  
 I agree to pay above total  
 according to my card issuer  
 agreement

\*\*\*

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC**  
**September 29 - October 2, 2013—THELLA F. BOWENS**



**TAXICAB RECEIPT**

Time: Bam

Date: 10/2

Origin of trip: D.O., T - 1200 New

Destination: hotel Jersey

Fare: \$15 Sign: \_\_\_\_\_

**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 BU6  
 DEPARTURE DATE: 9/20/2013 RETURN DATE: 9/25/2013 REPORT DUE: 10/25/13  
 DESTINATION: San Jose, 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	
		9/22/13	9/23/13	9/24/13	9/25/13		9/20/13	9/21/13	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	555.80								0.00
Conference Fees (provide copy of flyer/registration expenses)	795.00								0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*									0.00
Hotel*	297.83	298.33	298.33	298.33			0.50	298.33	1,193.82
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (include tips pd.)		Breakfast*			25.75			24.66	50.41
		Lunch*		19.18	3.80		14.46		37.44
		Dinner*	59.04		71.69				130.73
		Other Meals*							0.00
Alcohol is a non-reimbursable expense									
Hospitality <sup>1*</sup>									0.00
Miscellaneous: Baggage Fees									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>1,648.63</b>	<b>357.37</b>	<b>317.51</b>	<b>370.02</b>	<b>29.55</b>	<b>0.00</b>	<b>14.96</b>	<b>322.99</b>	<b>1,412.40</b>

Explanation:	Total Expenses Prepaid by Authority	1,648.63
	Total Expenses Incurred by Employee (including cash advances)	1,412.40
	<b>Grand Trip Total</b>	<b>3,061.03</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	1,648.63
	Due Traveler (positive amount) <sup>2</sup>	
	Due Authority (negative amount) <sup>3</sup>	1,412.40
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy<sup>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>5</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

\* Travel and Lodging Expense Reimbursement Policy 3.40      \* Business Expense Reimbursement Policy 3.30

Prepared By: Amy G. Caldeira Ext.: 2445  
 Traveler Signature: *Thella F. Bowers* Date: 23 Oct 13  
 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.*



U.S. BANCORP SERVICE CENTER  
P. O. Box 6343  
Fargo, ND 58125-6343

SAN DIEGO CNTY RGNL ARPRT AUTH

ACCOUNT NUMBER [REDACTED]  
STATEMENT DATE 07-22-13  
TOTAL ACTIVITY \$ 1,092.83

000018381 1 SP 106481215924937 S  
AMY G CALDERA  
SDCRAA  
P.O. BOX 82776  
SAN DIEGO CA 92138-2776

"MEMO STATEMENT ONLY"  
DO NOT REMIT PAYMENT

As of May 31, 2013 U.S. Bank National Association ND is merging into U.S. Bank National Association. This merger will have no effect upon the services you receive from U.S. Bank.

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for office/business only. Payment is authorized.

Cardholder: [Signature] Date: 7/26/13 Approver: [Signature] Date: 7/26/13

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
07-11	07-10	AIRPORTS COUNCIL INTERNAT 202-2938500 DC PUR ID: U2882717335 TAX: 0.00	24755423192131926384530	8699	795.00
07-15	07-12	THE FAIRMONT HTL SAN JOSE SAN JOSE CA 0016954507120 ARRIVAL: 07-12-13	24610433193072000401662	3590	297.83



Default Accounting Code:		
<b>CUSTOMER SERVICE CALL</b>  <b>800-344-5696</b>	ACCOUNT NUMBER [REDACTED]	
	STATEMENT DATE 07-22-13	DISPUTED AMOUNT \$ .00
<b>SEND BILLING INQUIRIES TO:</b>  C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 8335 FARGO, ND 58125-6335	ACCOUNT SUMMARY	
	PREVIOUS BALANCE \$ .00	
	PURCHASES & OTHER CHARGES \$1,092.83	
	CASH ADVANCES \$ .00	
CASH ADVANCE FEE \$ .00		
CREDITS \$ .00		
TOTAL ACTIVITY \$1,092.83		
AMOUNT DUE \$ 0.00		
DO NOT REMIT		

Invoice Date	Voucher No./Type	Vendor Name	P-Card Holder	Status	Gross Amount	Tax Exp	Tax Amount
07/22/13	117831 P2	Airports Council International	AMY CALDERA PCARD	Statement Reconciled	795.00		
GL Line Detail:		1.0 6.66380.110	WO #	Airports Council International registration	795.00		
07/22/13	117832 P2	The Fairmont Hotel	AMY CALDERA PCARD	Statement Reconciled	297.83		
GL Line Detail:		1.0 6.66300.120	WO #	Conf Hotel Reqr'd Deposit	297.83		

Grand Total For P-Card Holder: AMY CALDERA PCARD 1,092.83

Cardholder Signature 

Date 7/26/13

Approving Official 

Date 7/26/13

Document ..... G/L Date Due Date Co Address# Supplier Name PS ..... Amounts ..... Tax Ty  
 Ty Number Co Item Inv Date G/L Class P.O. # Invoice Number PI Gross Discount Available G/L Distribution Asset Number LT PC Subledger Ty

Batch Number	132411	Type	V	Date	User ID	ACALDERA	Transaction Originator	ACALDERA
P2 117831	00001 001	08/31/13	07/22/13	00001	119407	AMY CALDERA PCARD	H	795.00
		07/22/13		PC		07102013		
6.66280.110		Industry Organization				Airports Council International	Registration	795.00
		Totals for Document			P2	117831	00001	795.00
P2 117832	00001 001	08/31/13	07/22/13	00001	119407	AMY CALDERA PCARD	H	297.83
		07/22/13		PC		07172013		
6.66300.120		Industry Conferences				Conf Hotel Recptd Deposit		297.83
		Totals for Document			P2	117832	00001	297.83
		Totals for Batch				132411		1,092.83
		Totals for Company				00001		1,092.83
		Totals for Transaction Originator				ACALDERA		1,092.83
		Totals for User ID				ACALDERA		1,092.83

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

**GENERAL INSTRUCTIONS:**

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

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: 06 Executive Office  
 Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 07/10/13 PLANNED DATE OF DEPARTURE/RETURN: 09/20/13 / 09/25/13

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

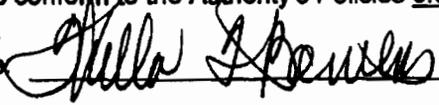
Destination: San Jose, CA Purpose: ACI-NA Annual Conference and Exhibition and attend ACI-NA Executive Committee and Board meeting

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

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

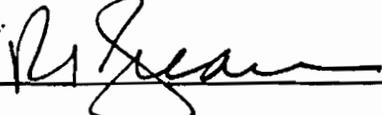
<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ 575.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 150.00
<b>B. LODGING</b>	\$ 1300.00
<b>C. MEALS</b>	\$ 200.00
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ 795.00
<b>E. ENTERTAINMENT (If applicable)</b>	\$
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ 100.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 3120.00</b>

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

Travelers Signature:  Date: 11 July 2013

**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: 7.11.13

**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.)

**Caldera Amy**

---

**From:** meetings@aci-na.org  
**Sent:** Wednesday, July 10, 2013 3:01 PM  
**To:** Bowens Thella; Caldera Amy  
**Subject:** 2013 Annual Conference & Exhibition - Confirmation

07/10/2013



**Meeting Confirmation Notice**

Please review your CONTACT information below as it will be used for rosters and badges. Any changes should be sent to cgroup@aci-na.org immediately.

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

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

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

You are registered for the following:

6.66280.110

**2013 Annual Conference & Exhibition**

From Saturday, September 21, 2013 through Wednesday, September 25, 2013

<u>Description</u>	<u>UnitPrice</u>	<u>Quantity</u>	<u>Price</u>
		Total	795.00
		Payments	795.00
		<b>Balance</b>	<b>0.00</b>

We are excited to travel to San Jose where there is an average of 300 days of sunshine with Mineta San Jose International Airport as our host. This year there are over 200 exhibitors ready to showcase their products and meet with you on the show floor.

Registration fee for the conference includes the continental breakfasts, lunches, all refreshment breaks and educational materials. Attire for the conference and exhibition is business casual.

**HOTEL RESERVATIONS**

ACI-NA has secured discounted rooms at the Fairmont, Hilton, and Marriott hotels. All hotels are within walking distance to each other and to the San Jose Convention Center. Please visit the conference website for more details and booking information.

**CANCELLATION/REFUNDS**

**Caldera G. Amy**

**From:** Fairmont Hotels & Resorts <SAJ@hotelstay.fairmont.com>  
**Sent:** Wednesday, July 17, 2013 3:45 PM  
**To:** Caldera Amy  
**Subject:** Confirmation for Ms Thella Bowens



Dear Ms Thella Bowens,

Thank you for choosing The Fairmont San Jose. While you are here, we hope you will be able to experience all that San Jose has to offer. Below, please find your reservation confirmation number and additional details.

As a valuable Fairmont President's Club member, we are pleased to provide you a suite of benefits to enhance your travel experience; including access to Great Rates Great Dates and Fairmont Moments as well as complimentary internet access and daily newspaper during your stays. We have further enhanced our ability to tailor your travel experience to what is important to you. Log on to select what you are most passionate about and explore all benefits of your membership including those that await with Premier membership.

Best Regards,  
The Fairmont San Jose



<b>Confirmation #</b>	84210301
<b>Block Name</b>	Airports Council International
<b>First Name</b>	Thella
<b>Last Name</b>	Bowens
<b>Arrival Date</b>	Friday, 20 Sep, 2013
<b>Departure Date</b>	Wednesday, 25 Sep, 2013
<b>Number Of Nights</b>	5
<b>Number Of Adults</b>	1
<b>Room Type</b>	Fairmont View QN Main Bldg NS
<b>Deposit Policy</b>	1 night room and tax required at time of booking
<b>Deposit Due Date</b>	Wednesday, 17 Jul, 2013
<b>Deposit Amount</b>	USD 297.83
	Local Currency
	The amount may be subject to taxes, gratuities, resort levy or other fees
<b>Rate Per Room Per Night</b>	USD 259.00
	The amount may be subject to taxes, gratuities, resort levy or other fees
<b>Cancellation Policy</b>	48 hours prior to arrival
<b>Cancellation Date to Avoid Penalty</b>	Wednesday, 18 Sep, 2013

← Required deposit

6. 66300.125

**Cancellation Amount**

**USD 297.83**

*Local Currency*

*The amount may be subject to taxes, gratuities, resort levy or other fees*

**The Fairmont San Jose  
170 South Market Street  
San Jose, California  
United States  
95113**

**Toll Free 1 866 540 4493  
Tel +1 408 998 1900  
Fax +1 408 287 1648  
E-mail [sanjose@fairmont.com](mailto:sanjose@fairmont.com)**

**If you want to unsubscribe from marketing mails, then please click here.  
[www.fairmont.com](http://www.fairmont.com) | [Privacy Policy](#)**



**TRAVELTRUST SCRIPPS RANCH**  
 Phone: 1-800-792-4662

**Electronic Invoice**

**Prepared For:**  
**BOWENS/THELLA**

Ref: **DEPT 6**

SALES PERSON	E4
INVOICE NUMBER	1206314
INVOICE ISSUE DATE	15 Aug 2013
RECORD LOCATOR	AXIVTY
CUSTOMER NUMBER	0000SDCRAA

**Client Address**

SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
 PO BOX 82776  
 SAN DIEGO CA 92138-2776

**Notes**

YOUR SOUTHWEST ETICKET CONFIRMATION IS \*\* AZFP2M \*\*  
 -----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----  
 \*\*\*\*\*TICKETLESS TRAVEL INSTRUCTIONS\*\*\*\*\*  
 THIS IS AN E-TICKET RESERVATION.  
 A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN  
 A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN  
 UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.  
 \*\*\*\*\*TSA GUIDANCE FOR PASSENGERS\*\*\*\*\*  
 PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING  
 INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE  
 DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE  
 FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV

**DATE: Fri, Sep 20**

**Flight: SOUTHWEST AIRLINES 3769**

From	SAN DIEGO, CA	Departs	8:45am
To	SAN JOSE CA, CA	Arrives	10:00am
Departure Terminal	1	Arrival Terminal	B
Duration	01hr(s) :15min(s)	Class	Economy
Type	BOEING 737-700 JET	Meal	
Stop(s)	Non Stop		

**DATE: Wed, Sep 25**

**Flight: SOUTHWEST AIRLINES 339**

From	SAN JOSE CA, CA	Departs	4:05pm
To	SAN DIEGO, CA	Arrives	5:25pm
Departure Terminal	B	Arrival Terminal	1
Duration	01hr(s) :20min(s)	Class	Economy
Type	73C	Meal	
Stop(s)	Non Stop		

**DATE: Mon, Mar 24**

**Others**

RESERVATION  
 RETAINED FOR

180 DAYS  
XD 0593140334

Billed to: BOWENS THELLA  
AX XXXXXXXXXX

USD \* 30.00

## Ticket Information

**Ticket Number** WN 2151139987

**Passenger** BOWENS THELLA

**Billed to:** [REDACTED]

USD \* 525.80

**SubTotal** USD 555.80

**Net Credit Card Billing** \* USD 555.80 ✓

**Total Amount Due** USD 0.00

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST  
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.  
FOR EMERGENCY AFTERHOURS SERVICE IN THE US  
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0  
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER  
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00  
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

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

**Caldera Amy**

---

**From:** meetings@aci-na.org  
**Sent:** Wednesday, July 10, 2013 3:01 PM  
**To:** Bowens Thella; Caldera Amy  
**Subject:** 2013 Annual Conference & Exhibition - Confirmation

07/10/2013



**Meeting Confirmation Notice**

Please review your CONTACT information below as it will be used for rosters and badges. Any changes should be sent to cgroup@aci-na.org immediately.

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

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

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

You are registered for the following:

*6.66280.110*

**2013 Annual Conference & Exhibition**  
From Saturday, September 21, 2013 through Wednesday, September 25, 2013

Description	UnitPrice	Quantity	Price
		Total	795.00
		Payments	795.00
		<b>Balance</b>	<b>0.00</b>

We are excited to travel to San Jose where there is an average of 300 days of sunshine with Mineta San Jose International Airport as our host. This year there are over 200 exhibitors ready to showcase their products and meet with you on the show floor.

Registration fee for the conference includes the continental breakfasts, lunches, all refreshment breaks and educational materials. Attire for the conference and exhibition is business casual.

**HOTEL RESERVATIONS**

ACI-NA has secured discounted rooms at the Fairmont, Hilton, and Marriott hotels. All hotels are within walking distance to each other and to the San Jose Convention Center. Please visit the conference website for more details and booking information.

**CANCELLATION/REFUNDS**

**Caldera G. Amy**

**From:** Fairmont Hotels & Resorts <SAJ@hotelstay.fairmont.com>  
**Sent:** Wednesday, July 17, 2013 3:45 PM  
**To:** Caldera Amy  
**Subject:** Confirmation for Ms Thella Bowens



Dear Ms Thella Bowens,

Thank you for choosing The Fairmont San Jose. While you are here, we hope you will be able to experience all that San Jose has to offer. Below, please find your reservation confirmation number and additional details.

As a valuable Fairmont President's Club member, we are pleased to provide you a suite of benefits to enhance your travel experience; including access to Great Rates Great Dates and Fairmont Moments as well as complimentary internet access and daily newspaper during your stays. We have further enhanced our ability to tailor your travel experience to what is important to you. Log on to select what you are most passionate about and explore all benefits of your membership including those that await with Premier membership.

Best Regards,  
The Fairmont San Jose



<b>Confirmation #</b>	84210301
<b>Block Name</b>	Airports Council International
<b>First Name</b>	Thella
<b>Last Name</b>	Bowens
<b>Arrival Date</b>	Friday, 20 Sep, 2013
<b>Departure Date</b>	Wednesday, 25 Sep, 2013
<b>Number Of Nights</b>	5
<b>Number Of Adults</b>	1
<b>Room Type</b>	Fairmont View QN Main Bldg NS
<b>Deposit Policy</b>	1 night room and tax required at time of booking
<b>Deposit Due Date</b>	Wednesday, 17 Jul, 2013
<b>Deposit Amount</b>	USD 297.83 ← Required deposit
	Local Currency
	The amount may be subject to taxes, gratuities, resort levy or other fees
<b>Rate Per Room Per Night</b>	USD 259.00
	The amount may be subject to taxes, gratuities, resort levy or other fees
<b>Cancellation Policy</b>	48 hours prior to arrival
<b>Cancellation Date to Avoid Penalty</b>	Wednesday, 18 Sep, 2013

6.66300.12C

**Cancellation Amount**

**USD 297.83**

*Local Currency*

*The amount may be subject to taxes, gratuities, resort levy or other fees*

**The Fairmont San Jose  
170 South Market Street  
San Jose, California  
United States  
95113**

**Toll Free 1 866 540 4493**

**Tel +1 408 998 1900**

**Fax +1 408 287 1648**

**E-mail [sanjose@fairmont.com](mailto:sanjose@fairmont.com)**

**If you want to unsubscribe from marketing mails, then please click here.  
[www.fairmont.com](http://www.fairmont.com) | [Privacy Policy](#)**



**TRAVELTRUST SCRIPPS RANCH**  
 Phone: 1-800-792-4662

**Electronic Invoice**

**Prepared For:**  
**BOWENS/THELLA**

Ref: **DEPT 6**

SALES PERSON	E4
INVOICE NUMBER	1206314
INVOICE ISSUE DATE	15 Aug 2013
RECORD LOCATOR	AXIVTY
CUSTOMER NUMBER	0000SDCRAA

**Client Address**

SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
 PO BOX 82776  
 SAN DIEGO CA 92138-2776

**Notes**

YOUR SOUTHWEST ETICKET CONFIRMATION IS \*\* AZFP2M \*\*  
 -----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----

\*\*\*\*\*TICKETLESS TRAVEL INSTRUCTIONS\*\*\*\*\*

THIS IS AN E-TICKET RESERVATION.  
 A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN  
 A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN  
 UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.

\*\*\*\*\*TSA GUIDANCE FOR PASSENGERS\*\*\*\*\*

PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING  
 INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE  
 DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE  
 FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV

**DATE: Fri, Sep 20**

**Flight: SOUTHWEST AIRLINES 3769**

From	SAN DIEGO, CA	Departs	8:45am
To	SAN JOSE CA, CA	Arrives	10:00am
Departure Terminal	1	Arrival Terminal	B
Duration	01hr(s) :15min(s)	Class	Economy
Type	BOEING 737-700 JET	Meal	
Stop(s)	Non Stop		

**DATE: Wed, Sep 25**

**Flight: SOUTHWEST AIRLINES 339**

From	SAN JOSE CA, CA	Departs	4:05pm
To	SAN DIEGO, CA	Arrives	5:25pm
Departure Terminal	B	Arrival Terminal	1
Duration	01hr(s) :20min(s)	Class	Economy
Type	73C	Meal	
Stop(s)	Non Stop		

**DATE: Mon, Mar 24**

**Others**

RESERVATION  
 RETAINED FOR

180 DAYS  
XD 0593140334

Billed to: BOWENS THELLA  
AX XXXXXXXXXXXX

USD \* 30.00

### Ticket Information

<b>Ticket Number</b>	WN 2151139987	<b>Passenger</b>	BOWENS THELLA		
		<b>Billed to:</b>	[REDACTED]	USD	* 525.80
				<b>SubTotal</b>	USD 555.80
				<b>Net Credit Card Billing</b>	* USD 555.80 ✓
				<b>Total Amount Due</b>	USD 0.00

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST  
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.  
FOR EMERGENCY AFTERHOURS SERVICE IN THE US  
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0  
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER  
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00  
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

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

**Caldera Amy**

---

**From:** meetings@aci-na.org  
**Sent:** Wednesday, July 10, 2013 3:01 PM  
**To:** Bowens Thella; Caldera Amy  
**Subject:** 2013 Annual Conference & Exhibition - Confirmation

07/10/2013



**Meeting Confirmation Notice**

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

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

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

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

You are registered for the following:

**2013 Annual Conference & Exhibition**

From Saturday, September 21, 2013 through Wednesday, September 25, 2013

<u>Description</u>	<u>UnitPrice</u>	<u>Quantity</u>	<u>Price</u>
		Total	795.00
		Payments	795.00
		<b>Balance</b>	<b>0.00</b>

We are excited to travel to San Jose where there is an average of 300 days of sunshine with Mineta San Jose International Airport as our host. This year there are over 200 exhibitors ready to showcase their products and meet with you on the show floor.

Registration fee for the conference includes the continental breakfasts, lunches, all refreshment breaks and educational materials. Attire for the conference and exhibition is business casual.

**HOTEL RESERVATIONS**

ACI-NA has secured discounted rooms at the Fairmont, Hilton, and Marriott hotels. All hotels are within walking distance to each other and to the San Jose Convention Center. Please visit the conference website for more details and booking information.

**CANCELLATION/REFUNDS**



170 South Market Street  
 San Jose, CA 95113  
 T (408) 998-1900 F (408) 287-1648

Room : 1528  
 Folio # : 818429  
 Cashier # : 21  
 Page # : 1 of 2  
 Group Name : ACI-NA 22nd Annual Conf & Expo

**Airports Council International-North America**  
**Ms Thella Bowens**  
**3225 N Harbour Drive**  
**San Diego CA 92101**  
**United States**

Arrival : 09-20-13  
 Departure : 09-25-13

Date	Description	Additional Information	Charges	Credits
09-20-13	Deposit Transferred at C/I			297.83 ✓
09-20-13	Fountain Restaurant	Room# 1528 : CHECK# 0044737	14.46	
09-20-13	Room Charge		259.00	
09-20-13	Occupancy Tax		25.90	
09-20-13	HBID Assessment		2.00	
09-20-13	CCFD Tax		10.36	
09-20-13	CA Tourism Assessment		0.17	
09-20-13	PBID Assessment		0.90	
09-21-13	Fountain Restaurant	Room# 1528 : CHECK# 0044781	24.66	
09-21-13	Room Charge		259.00	
09-21-13	Occupancy Tax		25.90	
09-21-13	HBID Assessment		2.00	
09-21-13	CCFD Tax		10.36	
09-21-13	CA Tourism Assessment		0.17	
09-21-13	PBID Assessment		0.90	
09-22-13	Room Charge		259.00	
09-22-13	Occupancy Tax		25.90	
09-22-13	HBID Assessment		2.00	
09-22-13	CCFD Tax		10.36	
09-22-13	CA Tourism Assessment		0.17	
09-22-13	PBID Assessment		0.90	
09-23-13	Room Charge		259.00	
09-23-13	Occupancy Tax		25.90	
09-23-13	HBID Assessment		2.00	
09-23-13	CCFD Tax		10.36	

Handwritten notes and calculations:

- Page 1 ✓
- 14.46
- 259.00
- 25.90
- 2.00
- 10.36
- 0.17
- 0.90
- 24.66
- 259.00
- 25.90
- 2.00
- 10.36
- 0.17
- 0.90
- 259.00
- 25.90
- 2.00
- 10.36

Summary calculations:

- \$298.33
- 297.83
- 
- .50
- 9/20
- Page 1
- 9/21
- \$298.33
- 9/22
- \$298.33
- 9/23
- \$298.33

For information or reservations, visit us at  
[www.fairmont.com](http://www.fairmont.com) or call Fairmont Hotels & Resorts from:  
 United States or Canada 1 800-441-1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, travel agent or association fails to pay for the full amount of the charges. Overdue balance subject to a surcharge at the rate of 1.5% per month (18.56% per annum). All accounts deemed delinquent may be subject to legal fees and all other costs associated with the bill. Account is payable on presentation of departure.

**Thank you for choosing to stay with Fairmont Hotels & Resorts**



170 South Market Street  
 San Jose, CA 95113  
 T (408) 998-1900 F (408) 287-1648

Room : 1528  
 Folio # : 818429  
 Cashier # : 21  
 Page # : 2 of 2  
 Group Name : ACI-NA 22nd Annual Conf & Expo

**Airports Council International-North America**  
**Ms Thella Bowens**  
**3225 N Harbour Drive**  
**San Diego CA 92101**  
**United States**

Arrival : 09-20-13  
 Departure : 09-25-13

[REDACTED]  
 [REDACTED]

Date	Description	Additional Information	Charges	Credits
09-23-13	CA Tourism Assessment		0.17	
09-23-13	PBID Assessment		0.90	
09-24-13	Room Charge		259.00	
09-24-13	Occupancy Tax		25.90	
09-24-13	HBID Assessment		2.00	
09-24-13	CCFD Tax		10.36	
09-24-13	CA Tourism Assessment		0.17	
09-24-13	PBID Assessment		0.90	
09-25-13	Fountain Restaurant	Room# 1528 : CHECK# 0044226	25.75	
09-25-13	American Express	XXXXXXXXXXXX [REDACTED] XX/XX		1,258.69 ✓
<b>Total</b>			<b>1,556.52</b>	<b>1,556.52</b>
<b>Balance Due</b>			<b>0.00</b>	

9/24  
 298.33

Thank you for choosing Fairmont Hotels & Resorts.

To provide feedback about your stay, please contact Kelley Cosgrove, General Manager, at Kelley.Cosgrove@Fairmont.com  
 We also invite you to share memories of your experience on our community forum - visit [www.everyonesanoriginal.com](http://www.everyonesanoriginal.com).

For information or reservations, visit us at  
[www.fairmont.com](http://www.fairmont.com) or call Fairmont Hotels & Resorts from:  
 United States or Canada 1 800-441-1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, travel agent or association fails to pay for the full amount of the charges. Overdue balance subject to a surcharge at the rate of 1.5% per month (18.56% per annum). All accounts deemed delinquent may be subject to legal fees and all other costs associated with the bill. Account is payable on presentation or departure.

**Thank you for choosing to stay with Fairmont Hotels & Resorts**

**RECEIPTS FROM TRAVEL TO SAN JOSE, CA  
September 20 - 25, 2013—THELLA F. BOWENS**

Fountain Restaurant

118 PAUL

43 / 1                      CHK 4781    GST  
                                 SEP21 '13 9:17AM ✓

1 S/ BACON ✓                      4.00  
1 S/ TOAST ✓ ✓                      4.00  
FRUITS ✓  
1 OPEN FOOD                      2.00  
1 OJ ✓                                  5.00  
1 COFFEE ✓                              4.00

Food                                  19.00  
Sales Tax                              1.66  
Total Due .. \$20.66

GRATUITY \_\_\_\_\_ 4  
DONATE TO LLS \_\_\_\_\_ 20.66 ✓

TOTAL \_\_\_\_\_

ROOM # \_\_\_\_\_

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

SIGNATURE \_\_\_\_\_  
NOT A CREDIT CARD VOUCHER

9/21 Breakfast

Fountain Restaurant

114 GLORIA \_\_\_\_\_ 1

45 / 1                      CHK 4737    GST 1  
                                 SEP20 '13 2:50PM ✓

1 VEG MINESTRONE                      7.00  
1 ICED TEA                                  4.00

Food                                  11.00  
Sales Tax                              0.96  
Total Due .. \$11.96

GRATUITY \_\_\_\_\_ 2.50  
DONATE TO LLS \_\_\_\_\_ \$14.46 ✓

TOTAL \_\_\_\_\_

ROOM # \_\_\_\_\_

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

SIGNATURE \_\_\_\_\_  
NOT A CREDIT CARD VOUCHER

9/20 Lunch



**RECEIPTS FROM TRAVEL TO SAN JOSE, CA  
September 20 - 25, 2013—THELLA F. BOWENS**

\*\*\*\*\*  
\* Customer Copy \*  
\*\*\*\*\*

\*\*\*\*\*  
Scott's Seafood San Jose  
185 Park Ave. Order 7163  
San Jose CA  
Tel. (408)971-1700

Scott's Seafood San Jose  
185 Park Ave.  
San Jose, CA  
(408)971-1700

09/23/13 1:46 PM ✓  
Table 11:3 Cust 1  
Waiter 5 Robert

Date: 09/23/13 ✓  
Time: 1:52 PM ✓  
Server: 5. Robert  
Order: 97163  
Description: Table 11:3

\*\*\*\*\*

1 ARNOLD PALMER 3.00  
1 FISH N' CHIPS 11.95

Card Type: American Express  
Card No: ~~XXXXXXXXXX~~  
Expires: XX/XX  
Appr Code: 529464

Taxable: 14.95  
-----  
Sub-total: 14.95  
Tax: 1.54  
Total: 16.49  
Service Charge: 2.69

Purchases: \$ 16.49  
Tip: \$ 2.69  
-----  
Subtotal: \$ 19.18

**Total Due: 19.18**  
~~XXXXXXXXXX~~

Add'l Tip: \$ \_\_\_\_\_

Total: \$ \_\_\_\_\_  
BOWENS/THELLA F

I agree to pay the above total amount according to the card issuer agreement.

9/23 Lunch



**RECEIPTS FROM TRAVEL TO SAN JOSE, CA  
September 20 - 25, 2013—THELLA F. BOWENS**

FOOD  
 114 GLORIA 1  
 -----  
 55/2 CHK 4226 GST 1  
 SEP25'13 10:17AM  
 -----  
 ALL AMERICAN 20.00  
 Food 20.00  
 Sales Tax 1.75  
 Total Due .. \$21.75  
 GRATUITY 4.00  
 DONATE TO LLS  
 TOTAL 25.75  
 ROOM #  
 PRINT NAME  
 SIGNATURE  
 NOT A CREDIT CARD VOUCHER

HMSHOST  
 MOJO BURGER  
 SAN JOSE INTERNATIONAL AIRPO.  
 82869 Rosa  
 -----  
 CHK 8610  
 SEP25'13 3:50PM  
 -----  
 TO GO  
 1 FRIES / RINGS 3.49  
 SUBTOTAL 3.49  
 TAX 0.31  
 AMOUNT PAID 3.80  
 XXXXXXXXXXXX  
 AMEX 3.80  
 82869 Closed SEP25 03:50PM---  
 THANK YOU FOR YOUR BUSINESS!  
 QUESTIONS OR CONCERNS PLEASE  
 CONTACT  
 VOGEL - DIRECTOR OPERATIONS  
 (408) 441-2657  
 deb.vogel@hmshost.com

"Now accepting applications at  
 HMSHost.com"

Your order number is: 86174

9/25 Breakfast

9/25

**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: 05/24/13 PLANNED DATE OF DEPARTURE/RETURN: 10/05/13 / 10/09/13

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

Destination: Las Vegas, NV Purpose: Attend World Routes 2014 Conference  
Explanation:

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

A. TRANSPORTATION COSTS:	
• AIRFARE	\$ 450.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 75.00
B. LODGING	\$ 875.00
C. MEALS	\$ 200.00
D. SEMINAR AND CONFERENCE FEES	\$ 1975.00
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 100.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 3675.00</b>

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

Travelers Signature: *Thella F. Bowens* Date: May 29, 2013

**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, Tony R. Russell, Authority Clerk, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
by the Executive Committee at its 6/24/13 meeting.  
(Leave blank and we will insert the meeting date.)



**TRAVELTRUST SCRIPPS RANCH**  
**Phone: 1-800-792-4662**

## Electronic Invoice

**Prepared For:**  
**BOWENS/THELLA**

SALES PERSON	E4
INVOICE NUMBER	1206825
INVOICE ISSUE DATE	05 Sep 2013
RECORD LOCATOR	MQYKCJ
CUSTOMER NUMBER	0000SDCRAA

**Client Address**

SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
 PO BOX 82776  
 SAN DIEGO CA 92138-2776

**Notes**

YOUR SOUTHWEST ETICKET CONFIRMATION IS \*\* AZ5SDS \*\*  
 -----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----  
 \*\*\*\*\*TICKETLESS TRAVEL INSTRUCTIONS\*\*\*\*\*

THIS IS AN E-TICKET RESERVATION.  
 A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN  
 A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN  
 UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.

\*\*\*\*\*TSA GUIDANCE FOR PASSENGERS\*\*\*\*\*  
 PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING  
 INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE  
 DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE  
 FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV  
 \*\*\*\*\*

**DATE: Sat, Oct 05**

**Flight: SOUTHWEST AIRLINES 1592**

From	SAN DIEGO, CA	Departs	2:10pm
To	LAS VEGAS, NV	Arrives	3:20pm
Departure Terminal	1	Arrival Terminal	1
Duration	01hr(s) :10min(s)	Class	Economy
Type	BOEING 737-700 JET	Meal	
Stop(s)	Non Stop		

**DATE: Wed, Oct 09**

**Flight: SOUTHWEST AIRLINES 378**

From	LAS VEGAS, NV	Departs	10:55am
To	SAN DIEGO, CA	Arrives	12:00pm
Departure Terminal	1	Arrival Terminal	1
Duration	01hr(s) :05min(s)	Class	Economy
Type	BOEING 737-700 JET	Meal	
Stop(s)	Non Stop		

**DATE: Mon, Apr 07**

**Others**

RESERVATION

RETAINED FOR  
180 DAYS  
XD 0593866047

Billed to: BOWENS THELLA  
AX XXXXXXXXXXXX ██████████ USD \* 30.00

### Ticket Information

<b>Ticket Number</b>	WN 2155578496	<b>Passenger</b>	BOWENS THELLA		
		<b>Billed to:</b>	AX XXXXXXXXXXXX ██████████	USD	* 445.80
				<b>SubTotal</b>	USD 475.80
				<b>Net Credit Card Billing</b>	* USD 475.80
				<b>Total Amount Due</b>	USD 0.00

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST  
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.  
FOR EMERGENCY AFTERHOURS SERVICE IN THE US  
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0  
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER  
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00  
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

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



**Thella Bowens**  
 [REDACTED]  
 [REDACTED]

**Arrival:** 10-05-13  
**Departure:** 10-09-13  
**Room No.:** 61443  
**Wynn Acct. ID:** [REDACTED]  
**Folio:** 6762148 1  
**Conf. No.:** 13941809

Date	Description	Credits/Payments	Charges
10-05-13	Encore In Room Dining	Receipt Attached	<del>55.85</del> 34.05
10-05-13	Room		209.00 } 234.08
10-05-13	Room Tax		25.08 }
10-06-13	Cafe Society	Receipt Attached	<del>48.00</del> 29.94
10-06-13	Encore In Room Dining	Receipt Attached	<del>26.84</del> 234.08
10-06-13	Room		209.00 }
10-06-13	Room Tax		25.08 }
10-07-13	Encore In Room Dining	Receipt Attached	<del>44.50</del> 34.05
10-07-13	Room		209.00 } 234.08
10-07-13	Room Tax		25.08 }
10-08-13	Cafe Society	Receipt Attached	<del>33.19</del> 25.12
10-08-13	Internet		13.99
10-08-13	Sinatra	Receipt Attached	<del>109.89</del> 85.83
10-08-13	Sinatra		<del>91.67</del>
10-08-13	Room		209.00 }
10-08-13	Room Tax		25.08 }
10-09-13	Amer. Exp	1,360.25	
	XXXXXXXXXXXX [REDACTED] XX/XX		<del>1,360.25</del> 1,186.14

**Total Credits/Payments:** 1,360.25  
**Total Charges:** 1,360.25  
**Balance:** 0.00



RECEIPTS FROM TRAVEL TO LAS VEGAS, NV  
October 5 - 9, 2013—THELLA F. BOWENS

61443/C: Y Bowens, T

**SOCIETY**  
café ENCORE

Society  
Encore

1900069 Christian 3

106/1 GST 1

1533

OCT06'13 9:47AM

1 COFFEE 4.00  
1 ORANG JC 7.00  
1 YOGURT 7.00

~~1 BACON SIDE 6.00~~  
SUBTOTAL ~~24 27.00~~  
TAX 2.1 ~~1.99 2.00~~  
TOTAL ~~25.94~~

GRATUITY

4.00

TOTAL

29.94

WLV/Encore Rm.#

(Please Print Last Name)

SIGNATURE

Our dining room makes the  
ideal setting for your next  
celebration or event.

For large party reservations,  
please contact Restaurant Events  
at (702) 770-2251 or  
restaurantevent@wynnlasvegas.com

10/6  
Breakfast

**RECEIPTS FROM TRAVEL TO LAS VEGAS, NV**  
**October 5 - 9, 2013—THELLA F. BOWENS**

*Encore*

6144 501 17 Bowens, T  
 PDT3:028M  
 1308579 Marta  
 TEL 6144371 GST 2  
 CHK 7665  
 OCT06'13 2:32PM

1 DINING CHARGE	5.00
1 TOMATO BISQ	9.00
1 SO SWEET POT FRI	3.00
1 PITCHER WATER	0.00
1 BUCKET ICE	0.00
13.00	
13% AUTO SVC CHG	3.06
SUB-TOTAL	22.00
TIP/OTHER	3.06
TAX	1.78
TOTAL	\$26.84

*Some*

GRATUITY INCLUDED

*10/6  
Lunch*

TOTAL: 26.84

Encore Rm. # 1412

*Theilla Bowens*

(Please Print Last Name)

*Theilla Bowens*  
SIGNATURE

*Encore*  
IN-ROOM DINING

ROOM #: \_\_\_\_\_

PICK UP TIME: \_\_\_\_\_

**RECEIPTS FROM TRAVEL TO LAS VEGAS, NV  
October 5 - 9, 2013—THELLA F. BOWENS**

*Encore*

6144701 Y. Bowens, T  
PDT: 12:26AM  
1308583 Amiad

REV 6144701 CHE 8015 GST 1  
OCT07'13 3:56AM

1 DINING CHARGE	5.00
<del>1 FRUIT PLATE</del>	<del>22.00</del>
15.00	
<del>17.00</del>	<del>5.50</del>
SUBTOTAL	35.00
TIP/OTHER 18%	6.27
TAX 2.1%	0.74
TOTAL	\$44.50

3405

TOTAL : 44.50

1411/Encore Rm.# 10143  
THELLA BOWENS  
(Please Print Last Name)

*TheLLa Bowens*  
SIGNATURE

10/7 Breakfast

GRATUITY INCLUDED

*Encore*  
IN-ROOM DINING

ROOM #: \_\_\_\_\_  
PICK UP TIME: \_\_\_\_\_

RECEIPTS FROM TRAVEL TO LAS VEGAS, NV  
October 5 - 9, 2013—THELLA F. BOWENS

1443/ BOWENS  
~~499/C. Y. Boyd M~~

SOCIETY™  
café ENCORE

Society  
Encore  
1208025 Marquett 2

-----  
3 1 5 / 1 GST 1  
2 3 6 7  
OCT08'13 10:24AM  
-----

1 SIDE PASTRY 5.00  
1 BACON SIDE 6.00  
1 SIDE FRUIT 5.00

~~1 COFFEE 4.00~~  
SUBTOTAL 20.00 ~~20.00~~  
TAX 1.62 2.19  
TOTAL ~~21.62~~

GRATUITY : 3.50 ~~3.50~~

TOTAL \$25.12 ~~23.62~~

WLV/Encore Rm.# -----

-----  
(Please Print Last Name)

-----  
SIGNATURE

Our dining room makes the  
ideal setting for your next  
celebration or event.

For large party reservations,  
please contact Restaurant Events  
at (702) 770-2251 or  
restaurantevent@wynnlasvegas.com

10/8  
Breakfast

**RECEIPTS FROM TRAVEL TO LAS VEGAS, NV**  
**October 5 - 9, 2013—THELLA F. BOWENS**

*Sinatra*

Sinatra  
Encore  
1208019 Jonathon 3

47 / 1 GST 1

7563  
47 BROWN  
OCT08'13 6:09PM

~~\_\_\_\_\_~~  
1 BEET SALAD 18.00  
1 BRANZINO 49.00

~~\_\_\_\_\_~~  
SUBTOTAL 67<sup>00</sup>  
TIP/OTHER 13<sup>40</sup> 543  
TAX  
TOTAL

GRATUITY : ~~\_\_\_\_\_~~

TOTAL : 85<sup>83</sup>

WLV/Encore Rm.# \_\_\_\_\_

\_\_\_\_\_  
(Please Print Last Name)

\_\_\_\_\_  
SIGNATURE

Our private dining rooms make  
ideal settings for your next  
celebration or event.

For large party reservations,  
please contact Restaurant Events  
at (702) 770-2251 or  
restaurantevent@wynnlasvegas.com

**RECEIPTS FROM TRAVEL TO LAS VEGAS, NV  
October 5 - 9, 2013—THELLA F. BOWENS**

Driver # \_\_\_\_\_ Cab # \_\_\_\_\_  
T.A. Permit # \_\_\_\_\_  
Fare From hotel  
To Convention - Mandalay  
Date 10/7 \$ 10-  
Name \_\_\_\_\_

5010 S. Valley View Blvd, Las Vegas, NV 89118

**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: 9/21/2013 RETURN DATE: 9/25/2013 REPORT DUE: 10/25/13  
 DESTINATION: San Jose, 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	
		9/22/13	9/23/13	9/24/13	9/25/13			9/21/13	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	157.80								0.00
Conference Fees (provide copy of flyer/registration expenses)	795.00								0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*					20.00			25.00	45.00
Hotel*		298.33	298.33	298.33				298.33	1,193.32
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)					2.00			1.00	3.00
Meals (include tips pd.)	Breakfast*				4.85			4.43	9.28
	Lunch*								0.00
	Dinner*		55.00						55.00
	Other Meals*								0.00
Alcohol is a non-reimbursable expense									
Hospitality <sup>1*</sup>									0.00
Miscellaneous: Travel trust fee	30.00								0.00
Luggage fee									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>982.80</b>	<b>353.33</b>	<b>298.33</b>	<b>298.33</b>	<b>26.85</b>	<b>0.00</b>	<b>0.00</b>	<b>328.76</b>	<b>1,305.60</b>

Explanation:	Total Expenses Prepaid by Authority	982.80
	Total Expenses Pd. by Employee (including cash advances)	1,305.60
	<b>Grand Trip Total</b>	<b>2,288.40</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	982.80
	Due Traveler (positive amount) <sup>2</sup>	
	<b>Due Authority (negative amount)<sup>3</sup></b>	<b>1,305.60</b>
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

<sup>1</sup> Give names and business affiliations of any persons whose meals were paid by traveler.  
<sup>2</sup> Prepare Check Request  
<sup>3</sup> Attach personal check payable to SDCRAA

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy<sup>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>5</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

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

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

Prepared By: Kendy Rios Ext.: x2424  
Print/Type Name  
 Traveler Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 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: 8-13-13 PLANNED DATE OF DEPARTURE/RETURN: 9/21/2013 / 9/25/2013

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

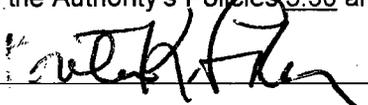
Destination: San Jose, CA Purpose: 2013 ACI-NA Annual Conference & Exhb.  
Explanation: 2013 ACI-NA Annual Conference & Exhibition

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

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ 580.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 80.00
B. LODGING	\$ 1,200.00
C. MEALS	\$ 200.00
D. SEMINAR AND CONFERENCE FEES	\$ 795.00
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 2,275.00</b>

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

Travelers Signature:  Date: \_\_\_\_\_

**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, Tony R. Russell, Authority Clerk, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
by the Executive Committee at its 8/26/13 meeting.  
(Leave blank and we will insert the meeting date.)

Rios Kendy

Registration

From: meetings@aci-na.org  
Sent: Thursday, August 15, 2013 1:01 PM  
To: Lobner Breton; Rios Kendy  
Subject: 2013 Annual Conference & Exhibition - Confirmation

08/15/2013



Meeting Confirmation Notice

Please review your CONTACT information below as it will be used for rosters and badges. Any changes should be sent to cgroup@aci-na.org immediately.

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

Mr. Breton K. Lobner  
General Counsel  
Nick Name: Bret  
San Diego County Regional Airport Authority  
3225 N. Harbor Drive San Diego, CA 92101

PH: (619) 400-2424  
FX: (619) 400-2428  
EM: blobner@san.org

You are registered for the following:

**2013 Annual Conference & Exhibition**

From Saturday, September 21, 2013 through Wednesday, September 25, 2013

Description	UnitPrice	Quantity	Price
		Total	795.00
		Payments	795.00
		<b>Balance</b>	<b>0.00</b>

We are excited to travel to San Jose where there is an average of 300 days of sunshine with Mineta San Jose International Airport as our host. This year there are over 200 exhibitors ready to showcase their products and meet with you on the show floor.

Registration fee for the conference includes the continental breakfasts, lunches, all refreshment breaks and educational materials. Attire for the conference and exhibition is business casual.

HOTEL RESERVATIONS

ACI-NA has secured discounted rooms at the Fairmont, Hilton, and Marriott hotels. All hotels are within walking distance to each other and to the San Jose Convention Center. Please visit the conference website for more details and booking information.



**TRAVELTRUST CORPORATION**  
 Phone: 1-800-792-4662  
 CHERYL@TRAVELTRUST.COM

**Electronic Invoice**

**Prepared For:**  
**LOBNER/BRETON**

SALES PERSON	CH
INVOICE NUMBER	5281852
INVOICE ISSUE DATE	29 Aug 2013
RECORD LOCATOR	DIFYLY
CUSTOMER NUMBER	0000SDCRAA

Client Address  
 SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
 PO BOX 82776  
 SAN DIEGO CA 92138-2776

Notes  
 PLEASE CHECK NEW CARRY-ON RESTRICTIONS DIRECT WITH YOUR CARRIER OR CALL TRAVELTRUST AT 800-792-4662  
 -----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----  
 \*\*\*\*\*TICKETLESS TRAVEL INSTRUCTIONS\*\*\*\*\*  
 THIS IS AN E-TICKET RESERVATION.  
 A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN  
 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.  
 \*\*\*\*\*TSA GUIDANCE FOR PASSENGERS\*\*\*\*\*  
 PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING  
 INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE  
 DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE  
 FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV

**DATE: Sat, Sep 21**

**Flight: SOUTHWEST AIRLINES 617**

From	SAN DIEGO, CA	Departs	2:30pm
To	SAN JOSE CA, CA	Arrives	3:45pm
Departure Terminal	1	Arrival Terminal	B
Duration	01hr(s) :15min(s)	Class	Economy
Type	73C	Meal	
Stop(s)	Non Stop		
Notes	FREQUENT FLYER NUMBER [REDACTED]		

**DATE: Wed, Sep 25**

**Flight: SOUTHWEST AIRLINES 430**

From	SAN JOSE CA, CA	Departs	10:25am
To	SAN DIEGO, CA	Arrives	11:40am
Departure Terminal	B	Arrival Terminal	1
Duration	01hr(s) :15min(s)	Class	Economy
Type	BOEING 737-700 JET	Meal	
Stop(s)	Non Stop		
Notes	FREQUENT FLYER NUMBER [REDACTED]		

**DATE: Mon, Mar 24**

Others

RESERVATION  
RETAINED FOR  
180 DAYS

Ticket Information

<b>Ticket Number</b>	WN 2154110952	<b>Passenger</b>	LOBNER B		
		<b>Billed to:</b>	AX XXXXXXXXXXXX [REDACTED]	USD	* 157.80
<b>Service Fee</b>	XD 0593627580	<b>Passenger</b>	LOBNER BRETON		
		<b>Billed to:</b>	AX XXXXXXXXXXXX [REDACTED]	USD	* 30.00
				<b>SubTotal</b>	USD 187.80
				<b>Net Credit Card Billing</b>	* USD 187.80
					-----
				<b>Total Amount Due</b>	USD 0.00

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST  
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.  
FOR EMERGENCY AFTERHOURS SERVICE IN THE US  
PLEASE CALL 888-221-6043 AND USE YOUR VIT CODE - SJE72  
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER  
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00  
THANK YOU FOR CHOOSING TRAVELTRUST...CHERYL HARLOFF

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



9/25  
Breakfast

**BIJAN BAKERY & CAFE**  
(408)971-8000 bijanbakery.com  
SAN JOSE, CA

E 09/25/2013 WEL  
FILLED CROISSANT T1 \$2.6  
S COFFEE T1 \$2.20  
ITEMS 2.00  
\*\*\* TAKE OUT \*\*\*  
TAX EXEMPT \$0.4  
TOTAL \$4.80  
CASH \$20.00  
CHANGE \$15.19  
\* ORDER# 0201 \*  
187501 REG 02 21 EMPLOYEE TIME 07:1

BUSINESS HOURS  
MONDAY-THURSDAY 6:30AM - 9:30PM  
FRIDAY 6:30AM - 11:00PM SAT 7:30AM - 11PM  
SUNDAY 8:30 AM TO 9:30 PM

9/21  
Taxi \$25

**YELLOW CAB • 24/7 CALL CENTER /BROKER**

FOR \_\_\_\_\_ 's Taxi Service  
Cab \_\_\_\_\_ Date 9.21.13  
Driver \_\_\_\_\_ Cab # \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_  
Meter \_\_\_\_\_ Fare Charged \_\_\_\_\_ Paid 25

**(408) 777-7777 • (650) 999-9999 • ForARide®**  
Online reservation requests can be made at: [www.foraride.com](http://www.foraride.com)  
Yellow Checker Cab Company, Inc. • 1880 7th St. • San Jose, CA 95112  
All taxicab services are provided by self employed taxicab operators.  
Yellow Checker Cab is a licensed call center & broker for taxicab fare requests.

9/25  
Taxi \$20

**GREEN CAB RECEIPT**

\_\_\_\_\_ 's Taxi Service  
Cab # 523 Date 9/25/13  
Driver # 27 Cab Lic. \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_  
Meter 18 Fare Charged \_\_\_\_\_ Paid 20



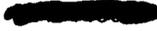
170 South Market Street  
 San Jose, CA 95113  
 T (408) 998-1900 F (408) 287-1648

Room : 1714  
 Folio # : 818217  
 Cashier # : 547  
 Page # : 1 of 2  
 Group Name : Airports Council International

**Airports Council International-North America**  
**Mr Breton Lobner**  
**120 29th Place**  
**Manhattan Beach CA 90266**  
**United States**

Arrival : 09-21-13  
 Departure : 09-25-13  
 Fairmont President's Club

*\$895.49*



Date	Description	Additional Information	Charges	Credits
09-21-13	Deposit Transferred at C/I			297.83
09-21-13	Room Charge		259.00	
09-21-13	Occupancy Tax		25.90	
09-21-13	HBID Assessment		2.00	
09-21-13	CCFD Tax		10.36	
09-21-13	CA Tourism Assessment		0.17	
09-21-13	PBID Assessment		0.90	
09-22-13	Room Charge		259.00	
09-22-13	Occupancy Tax		25.90	
09-22-13	HBID Assessment		2.00	
09-22-13	CCFD Tax		10.36	
09-22-13	CA Tourism Assessment		0.17	
09-22-13	PBID Assessment		0.90	
09-23-13	Room Charge		259.00	
09-23-13	Occupancy Tax		25.90	
09-23-13	HBID Assessment		2.00	
09-23-13	CCFD Tax		10.36	
09-23-13	CA Tourism Assessment		0.17	
09-23-13	PBID Assessment		0.90	
09-24-13	Room Charge		259.00	
09-24-13	Occupancy Tax		25.90	
09-24-13	HBID Assessment		2.00	
09-24-13	CCFD Tax		10.36	
09-24-13	CA Tourism Assessment		0.17	
09-24-13	PBID Assessment		0.90	

For information or reservations, visit us at  
[www.fairmont.com](http://www.fairmont.com) or call Fairmont Hotels & Resorts from:  
 United States or Canada 1 800-441-1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, travel agent or association fails to pay for the full amount of the charges. Overdue balance subject to a surcharge at the rate of 1.5% per month (19.56% per annum). All accounts deemed delinquent may be subject to legal fees and all other costs associated with the bill. Account is payable on presentation or departure.

**Thank you for choosing to stay with Fairmont Hotels & Resorts**



170 South Market Street  
 San Jose, CA 95113  
 T (408) 998-1900 F (408) 287-1648

Room : 1714  
 Folio # : 818217  
 Cashier # : 547  
 Page # : 2 of 2  
 Group Name : Airports Council International

**Airports Council International-North America**  
**Mr Breton Lobner**  
**120 29th Place**  
**Manhattan Beach CA 90266**  
**United States**

Arrival : 09-21-13  
 Departure : 09-25-13  
**Fairmont President's Club**  
 [REDACTED]

Date	Description	Additional Information	Charges	Credits
09-25-13	American Express	XXXXXXXXXXXX [REDACTED] XXXX		895.49
<b>Total</b>			<b>1,193.32</b>	<b>1,193.32</b>
<b>Balance Due</b>			<b>0.00</b>	

Thank you for choosing Fairmont Hotels & Resorts.  
 To provide feedback about your stay, please contact Kelley Cosgrove, General Manager, at [Kelley.Cosgrove@Fairmont.com](mailto:Kelley.Cosgrove@Fairmont.com).  
 We also invite you to share memories of your experience on our community forum - visit [www.everyonesanoriginal.com](http://www.everyonesanoriginal.com).

For information or reservations, visit us at  
[www.fairmont.com](http://www.fairmont.com) or call Fairmont Hotels & Resorts from:  
 United States or Canada 1 800-441-1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, travel agent or association fails to pay for the full amount of the charges. Overdue balance subject to a surcharge at the rate of 1.5% per month (19.56% per annum). All accounts deemed delinquent may be subject to legal fees and all other costs associated with the bill. Account is payable on presentation or departure.

**Thank you for choosing to stay with Fairmont Hotels & Resorts**

# **BUSINESS EXPENSE**



**BRETON LOBNER**



**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**BUSINESS EXPENSE REIMBURSEMENT REPORT**

September  
 \_\_\_\_\_  
 Period Covered

DATE	G/L Account	Description	AMOUNT
9/5/13	66290	Parking - CMAA Construction Seminar-Fire Dept and City Executives	\$12.00
9/17/13	66290	Parking - SD City Hall re: ARFF bills	\$10.00
TOTAL			\$22.00

I acknowledge that I have read, understand and agree to Authority *Policy 3.30 - Business Expense Reimbursement Policy and that any purchases that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct. * Policy 3.30	<b>Approved by the Executive Committee at its _____ meeting.</b>
NAME	NAME
DATE	DATE

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT

EMPLOYEE NAME <b>Bret Lobner</b>			PERIOD COVERED <b>7-Oct-13</b>	
DEPARTMENT/DIVISION <b>General Counsel</b>				
DATE	MILES DRIVEN	DESTINATION AND PURPOSE OF TRIP	PARKING FEES & OTHER TRANSPORTATION COSTS	\$\$\$
9/5/13			Parking- CMAA Construction Seminar Fire Dept. and City Executives	12.00
9/17/13			Parking - SD City Hall re: ARFF bills	10.00
<b>SUBTOTAL</b>			<b>SUBTOTAL</b>	<b>22.00</b>

### Computation of Reimbursement

TOTAL MILEAGE DRIVEN (LIMITED TO 200 MILE MONTHLY AVERAGE PER YEAR)	-
REIMBURSEMENT RATE: (see below) *	X 0.555
TOTAL MILEAGE REIMBURSEMENT	-
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)	22.00
<b>TOTAL REIMBURSEMENT REQUESTED</b>	<b>\$ 22.00</b>

<p>I acknowledge that I have read, understand and agree to *Authority Policy 3.30 - Business Expense Reimbursement Policy and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct.</p> <p><u>Business Expense Reimbursement Policy 3.30</u></p>	<div style="text-align: center; font-size: 1.2em;">  </div>
SIGNATURE OF EMPLOYEE	DEPT./DIV. HEAD APPROVAL

PARKING  
CITY HALL  
mtg ARFF

00000028  
013391  
13  
1:49PM  
Sep 17 2013  
\$10.00  
1444  
00028C

THIS IS YOUR RECEIPT

WELCOME TO ACE PARKING  
LOT 28  
2 HOUR PARKING

THIS IS YOUR RECEIPT

THIS IS YOUR RECEIPT  
Meter: 00000028  
Trans: 013391  
Stall: 13  
Time: 1:49PM  
Date: Sep 17 2013  
Price: \$10.00  
Card: 1444  
Auth: 00028C

THIS IS YOUR REC

PERMIT EXPIRES:  
Sep 17 2013  
3:49PM Tue

THIS IS YOUR RECEIPT

THIS IS YOUR RECEIPT

THIS IS YOUR REC

NO IN/OUT PRIVILAGES  
THANKS FOR PARKING  
WITH ACE. QUESTIONS  
CALL: 800-925-7275

# September 17, 2013

Tuesday

September 2013

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2013

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

17 Tuesday		Notes
7 am		
8 <sup>00</sup>		
9 <sup>00</sup>		
10 <sup>00</sup>		
11 <sup>00</sup>		
12 pm		
1 <sup>00</sup>		
2 <sup>00</sup>	<b>2nd - Aircraft Rescue and Firefighting Services for the San Diego International Airp</b> City Hall - 202 C Street, 9th Floor Sandoval, Denise	
3 <sup>00</sup>		
4 <sup>00</sup>		
5 <sup>00</sup>		
6 <sup>00</sup>		



# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY



## BOARD MEMBERS

DAVID ALVAREZ  
LAURIE BERMAN\*  
BRUCE R. BOLAND  
GREG COX  
JIM DESMOND  
COL. JOHN FARNAM\*  
ROBERT H. GLEASON  
LLOYD B. HUBBS  
ERAINA ORTEGA\*  
PAUL ROBINSON  
MARY SESSOM  
TOM SMISEK

\* EX OFFICIO BOARD MEMBERS

PRESIDENT/CEO  
HELLA F. BOWENS

Revised 10/24/13

## DRAFT BOARD

## AGENDA

Thursday, November 7, 2013  
9:00 A.M.

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

*Live webcasts of Authority Board meetings can be accessed at  
[http://www.san.org/airport\\_authority/boardmeetings.asp](http://www.san.org/airport_authority/boardmeetings.asp).*

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 Services 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 Services/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 Services/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. LIFECYCLE COST MANAGEMENT - A STRATEGIC APPROACH TO MANAGING OUR ENERGY AND WATER RESOURCES:**  
Presented by Iraj Ghaemi, Director, Facilities Development and Paul Manasjan, Director, Environmental
- B. FINANCIAL UPDATE FOR THREE MONTHS ENDED SEPTEMBER 30, 2013:**  
Presented by Vernon Evans, Vice President, Finance/Treasurer

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

*STANDING BOARD COMMITTEES*

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

*ADVISORY COMMITTEES*

- **AUTHORITY ADVISORY COMMITTEE:**  
Liaison: Smisek
- **ART ADVISORY COMMITTEE:**  
Committee Member: Gleason

## *LIAISONS*

- **AIRPORT LAND USE COMPATIBILITY PLAN FOR SAN DIEGO INTERNATIONAL AIRPORT:**  
Liaison: Robinson
- **CALTRANS:**  
Liaison: Berman
- **INTER-GOVERNMENTAL AFFAIRS:**  
Liaison: Cox
- **MILITARY AFFAIRS:**  
Liaisons: Boland
- **PORT:**  
Liaisons: Boland, Cox, Gleason (Primary), Smisek

## *BOARD REPRESENTATIVES (EXTERNAL)*

- **SANDAG TRANSPORTATION COMMITTEE:**  
Representatives: Hubbs, Smisek (Primary)
- **WORLD TRADE CENTER:**  
Representatives: Alvarez, Gleason (Primary)

## **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 1-12):**

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

**1. APPROVAL OF MINUTES:**

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

RECOMMENDATION: Approve the minutes of the October 3, 2013 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 Services: Tony Russell, Director/Authority Clerk)**

**3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM SEPTEMBER 9, 2013 THROUGH OCTOBER 13, 2013 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM SEPTEMBER 9, 2013 THROUGH OCTOBER 13, 2013:**

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

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

**4. NOVEMBER 2013 LEGISLATIVE REPORT:**

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2013-\_\_\_\_\_, approving the November 2013 Legislative Report.

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

**5. APPROVE REVISED DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM PLAN, INCLUDING SMALL BUSINESS ELEMENT; AND REVISE AIRPORT CONCESSION DISADVANTAGED BUSINESS ENTERPRISE (ACDBE) PROGRAM PLAN:**

The Board is requested to approve and revise the plans.

RECOMMENDATION: Adopt Resolution No. 2013-\_\_\_\_, approval of amended Disadvantaged Business Enterprise (DBE) Program Plan; and Adopt Resolution No. 2013-\_\_\_\_, Approval of the amended Airport Concession Disadvantaged Business Enterprise (ACDBE) Program-Concession Plan.

**(Small Business Development: Bob Silvas, Director)**

*CLAIMS*

**6. REJECT THE CLAIM OF AHMED OVAIS:**

The Board is requested to reject the claim.

RECOMMENDATION: Adopt Resolution No. 2013-\_\_\_\_, rejecting the claim of Ahmed Ovais.

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

*COMMITTEE RECOMMENDATIONS*

**7. ACCEPT THE UNAUDITED FINANCIAL STATEMENTS FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2013:**

The Board is requested to accept the report.

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

**(Finance: Vernon Evans, Vice President/Treasurer)**

**8. ACCEPT THE AUTHORITY'S INVESTMENT REPORT AS OF SEPTEMBER 30, 2013:**

The Board is requested to accept the report.

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

**(Finance: Vernon Evans, Vice President/Treasurer)**

## ***CONTRACTS AND AGREEMENTS***

**9. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXTEND THE CONTRACT OF ARTIST WHITE LIGHT, INC. FOR THE TERMINAL 2 GREEN BUILD PUBLIC ART PROJECT: THE JOURNEY:**

The Board is requested to extend the contract.

RECOMMENDATION: Adopt Resolutions No. 2013-\_\_\_\_\_, approving an extension for the contract with artist White Light, Inc. for the Terminal 2 Green Build Public Art Project: The Journey.

**(Marketing & Public Relations: Constance White, Art Program Manager)**

**10. AUTHORIZE THE PRESIDENT/CEO TO INCREASE THE CONTRACT TIME FOR TERMINAL DEVELOPMENT PROGRAM CONTRACT 1: TERMINAL 2 WEST BUILDING AND AIRSIDE EXPANSION**

The Board is requested to increase the contract time.

RECOMMENDATION: Adopt Resolution No. 2013-\_\_\_\_\_authorizing the President/CEO to increase the contract time, from 946 days to 1247 days, for Project No. 201301, Terminal Development Program ("TDP") Contract 1: Terminal 2 West Building and Airside Expansion, at San Diego International Airport ("SDIA").

**(Airport Design & Construction: Bob Bolton, Director)**

**11. GRANT A GAS LINE EASEMENT TO SAN DIEGO GAS & ELECTRIC:**

The Board is requested to grant an easement.

RECOMMENDATION: Adopt Resolution No. 2013-\_\_\_\_\_, authorizing the President/CEO to negotiate and execute a gas line easement with San Diego Gas & Electric in support of the Rental Car Center, Fixed Base Operation and other north side developments.

**(Finance: Vernon Evans, Vice President/Treasurer)**

**12. GRANT AN ELECTRICAL AND A PUBLIC ACCESS EASEMENT TO THE CITY OF SAN DIEGO:**

The Board is requested to grant easements.

RECOMMENDATION: Adopt Resolution No. 2013-\_\_\_\_\_, authorizing the President/CEO to negotiate and execute two easements with the City of San Diego for an electrical traffic loop and a public access in support of the North Side Interior Road & Utilities project.

**(Finance: Vernon Evans, Vice President/Treasurer)**

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

**13. AWARD A CONTRACT TO S&L SPECIALTY CONTRACTING INC., FOR QUIETER HOME PROGRAM PHASE 7, GROUP 6 (34 EAST SIDE, HISTORIC AND NON-HISTORIC UNITS AND 7 WEST SIDE, SINGLE FAMILY RESIDENCES ON 11 PROPERTIES):**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2013-\_\_\_\_, awarding a contract to S&L Specialty Contracting Inc., in the amount of \$1,329,950, for Phase 7, Group 6, Project No. 380706, of the San Diego County Regional Airport Authority's Quieter Home Program.

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

**PUBLIC HEARINGS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**CLOSED SESSION:**

**14. 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: Vernon D. Evans, Vice President, Finance/Treasurer

Negotiating Parties: United States Fish and Wildlife Service, GGTW, LLC (current tenant) and/or other interested parties

Under Negotiation: Sale – terms and conditions

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

Real property negotiations pursuant to Cal. Gov. Code §§ 54954.5(b) and 54956.8.

Property: Landmark Aviation.

Agency negotiator: Vernon D. Evans, Eric Podnieks and Troy Leech.

Negotiating parties: Landmark Aviation (current tenant).

Under negotiation: Amendment of terms of Lease regarding site development.

- 16. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code Section 54956.9(A))  
Diego Concession Group, Inc. v. San Diego County Regional Airport Authority  
S.D.S.C Case No. 37-2012-00088083-CU-BT-CTL
- 17. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code §54956.9(A))  
Melvin R. McFarlin v. San Diego County Regional Airport Authority, et al.,  
San Diego Superior Court Case No. 37-2013-00066152-CU-OE-CTL
- 18. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
Initiation of litigation pursuant to subdivision (c) of §54956.9: (3 cases)
- 19. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
Significant exposure to litigation pursuant to Cal. Gov. Code §54956.9(b):  
Kelly Lancaster, David Boenitz, Mary Erickson and Richard Gilb, et al v. SDCERS,  
San Diego Sup. Court Case No. 37-2011-G0096238-CU-PO-CT  
Number of cases: 1
- 20. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
Significant exposure to litigation (Cal. Gov. Code §§ 54956.9 (b) and 54954.5)  
Number of potential cases: 1  
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
- 21. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**  
Significant exposure to litigation (Cal.Gov.Code §54956.9(d))  
Number of Cases: 1  
Individual Members Adan Topete, Derrick Phillips, Manuel Aguilar, Jose Topete,  
Alexander Weir, Candido Bautista, Francisco Arrendondo, Juan Murillo and  
Laborers' International Union of North America Local Union No. 89, Applicants –  
Application to Stay Implementation of the September 5, 2013 FONSI/ROD for  
San Diego International Airport Master Plan Northside Improvements Project-  
Application to the United States Department of Transportation, Federal Aviation  
Administration

**REPORT ON CLOSED SESSION:**

**NON-AGENDA PUBLIC COMMENT:**

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

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

**GENERAL COUNSEL REPORT:**

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

**BOARD COMMENT:**

**ADJOURNMENT:**

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

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

**Additional Meeting Information**

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

For your convenience, the agenda is also available to you on our website at [www.san.org](http://www.san.org).

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

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

**UPCOMING MEETING SCHEDULE**

<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Meeting Type</i>	<i>Location</i>
December 12	Thursday	9:00 a.m.	Special	Board Room

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY



## BOARD MEMBERS

DAVID ALVAREZ  
LAURIE BERMAN\*  
BRUCE R. BOLLAND  
GREG COX  
JIM DESMOND  
COL. JOHN FARNAM\*  
ROBERT H. GLEASON  
LLOYD B. HUBBS  
ERAINA ORTEGA\*  
PAUL ROBINSON  
MARY SESSOM  
TOM SMISEK

\* EX OFFICIO BOARD MEMBERS

PRESIDENT/CEO  
THELLA F. BOWENS

## DRAFT AIRPORT LAND USE COMMISSION AGENDA

Thursday, November 7, 2013  
9:00 A.M. or immediately following the  
Board Meeting

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

***Live webcasts of Authority Board meetings can be accessed at  
[http://www.san.org/airport\\_authority/boardmeetings.asp](http://www.san.org/airport_authority/boardmeetings.asp).***

*Pursuant to California Public Utilities Code §§ 21670-21679.5, the Airport Land Use Commission ("Commission") is responsible for coordinating the airport planning of public agencies within San Diego County. The Commission has the legal responsibility to formulate airport land use compatibility plans ("ALUCPs") that will (a) provide for the orderly growth of each public airport and the areas surrounding the airport within the County and (b) safeguard the general welfare of the inhabitants within the vicinity of each airport and the public in general. Pursuant to §21670.3, the San Diego County Regional Airport Authority serves as the Commission.*

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 Commission 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 Services 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 Commission 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 Services/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 COMMISSION MEETINGS (PUBLIC COMMENT) LOCATED AT THE END OF THE AGENDA.***

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**NON-AGENDA PUBLIC COMMENT:**

Non-Agenda Public Comment is reserved for members of the public wishing to address the Commission on matters for which another opportunity to speak **is not provided on the Agenda**, and which is within the jurisdiction of the Commission. 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 Commission.

**CONSENT AGENDA (Items 1-4):**

The Consent Agenda contains items that are routine in nature and non-controversial. It also contains consistency determinations that have been deemed consistent or conditionally consistent. The matters listed under 'Consent Agenda' may be approved by one motion. Any Commission 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 Airport Land Use Commission is requested to approve minutes of prior Commission meetings.

RECOMMENDATION: Approve the minutes of the October 3, 2013 regular meeting.

***CONSISTENCY DETERMINATIONS***

**2. CONSISTENCY DETERMINATION – REPORT OF LAND USE ACTIONS DETERMINED TO BE CONSISTENT WITH AIRPORT LAND USE COMPATIBILITY PLANS:**

The Commission is requested to receive a report of land use actions determined by staff to be consistent with their respective Airport Land Use Compatibility Plans.

RECOMMENDATION: Receive the report.

**(Airport Planning: Angela Jamison, Manager)**

**3. CONSISTENCY DETERMINATION – MARINE CORPS AIR STATION  
MIRAMAR AIRPORT LAND USE COMPATIBILITY PLAN – COMMUNITY  
PLAN AMENDMENT TO CONSTRUCT AN OFFICE OR HOTEL BUILDING  
AT 4727 EXECUTIVE DRIVE, CITY OF SAN DIEGO:**

The Commission is requested to make a consistency determination on a proposed project in the City of San Diego.

RECOMMENDATION: Adopt Resolution No. 2013-\_\_\_\_ ALUC, making the determination that the project is conditionally consistent with the Marine Corps Air Station Miramar Airport Land Use Compatibility Plan.

**(Airport Planning: Angela Jamison, Manager)**

**4. CONSISTENCY DETERMINATION – SAN DIEGO INTERNATIONAL  
AIRPORT - AIRPORT LAND USE COMPATIBILITY PLAN –  
CONSTRUCTION OF 176 MULTI-FAMILY RESIDENTIAL UNITS AT 2930  
BARNARD STREET, CITY OF SAN DIEGO:**

The Commission is requested to make a consistency determination on a proposed project in the City of San Diego.

RECOMMENDATION: Adopt Resolution No. 2013-\_\_\_\_ ALUC, making the determination that the project is conditionally consistent with the San Diego International Airport - Airport Land Use Compatibility Plan.

**(Airport Planning: Angela Jamison, Manager)**

**PUBLIC HEARINGS: None**

**OLD BUSINESS:**

**NEW BUSINESS:**

**COMMISSION COMMENT:**

**ADJOURNMENT:**

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

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

**Additional Meeting Information**

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

For your convenience, the agenda is also available to you on our website at [www.san.org](http://www.san.org).

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

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

**UPCOMING MEETING SCHEDULE**

<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Meeting Type</i>	<i>Location</i>
December 12	Thursday	9:00 a.m.	Special	Board Room