

REVISED 5/11/15
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
EXECUTIVE AND FINANCE COMMITTEE MEETING
MINUTES
MONDAY, APRIL 6, 2015
SAN DIEGO INTERNATIONAL AIRPORT
BOARD ROOM

CALL TO ORDER:

Chair Gleason called the Executive and Finance Committee and Special Board meeting to order at 9:02 a.m., Monday, April 6, 2015, 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 Alvarez led the Pledge of Allegiance.

ROLL CALL:

Executive Committee

Present: Committee Members: Gleason, Robinson

Absent: Committee Members: Hubbs

Finance Committee

Present: Committee Members: Alvarez, Boling, Cox, Janney

Absent: Committee Members: Sessom

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

NON-AGENDA PUBLIC COMMENT - None

NEW BUSINESS

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the March 9, 2015, regular meeting.

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

FINANCE COMMITTEE NEW BUSINESS

2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 2015:

Scott Brickner, Vice President, Finance & Asset Management /Treasurer, and Kathy Kiefer, Senior Director, Finance & Asset Management, provided a presentation on the Unaudited Financial Statements for the Eight Months Ended February 28, 2015, which included Enplanements, Gross Landing Weight Units, Car Rental License Fees, Parking Revenue, Food and Beverage Concessions Revenue, Retail Concessions Revenue, Total Terminal Concessions, Operating Revenues for the Month Ended February 28, 2015, Operating Expenses for the Month Ended February 28, 2015, Financial Summary for the Month Ended February 28, 2015, Non-operating Revenues & Expenses for the Month Ended February 28, 2015, Revenues and Expenses for the Eight Months Ended February 2015, Operating Revenues for the Eight Months Ended February 28, 2015 (Unaudited), Operating Expenses for the Eight Months Ended February 28, 2015 (Unaudited), Financial Summary for the Eight Months Ended February 28, 2015 (Unaudited), Non-operating Revenues and Expenses for the Eight Months Ended February 28, 2015 (Unaudited), and Statements of Net Position (Unaudited).

In response to Board Member Cox regarding why the Retail Concessions Revenue for Fiscal Year 2015 Actuals is lower than that of the Fiscal Year 2014 Actuals, given that the concessions program has grown, Mr. Brickner stated that staff will look it to this further, and provide updated information to the Board.

In response to Board Member Robinson regarding a reimbursement to the Authority by San Diego Gas & Electric (SDG&E), for an overcharge in utility fees for the 12Kv project, and if the Authority regularly monitors its utility charges, Ms. Kiefer stated that utility charges to the Authority are closely monitored by an analyst.

RECOMMENDATION: Receive the report.

3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF FEBRUARY 28, 2015:

Michael Sears, Director, Financial Management, provided a presentation on the Authority's Investment Report as of February 28, 2015, which included Total Portfolio Summary, Portfolio Composition by Security Type, Portfolio Composition by Credit Rating, Portfolio Composition by Maturity, 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 Janney and seconded by Board Member Boling to approve staff's recommendation for Items 2 and 3. Motion carried unanimously, noting Board Member Sessom as ABSENT.

EXECUTIVE COMMITTEE NEW BUSINESS

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

RECOMMENDATION: Pre-approve travel requests and approve business and travel expense reimbursement requests.

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

Chair Gleason noted that Items 6 and 7 would be discussed at this time.

REVIEW OF FUTURE AGENDAS

6. REVIEW OF THE DRAFT AGENDA FOR THE APRIL 23, 2015, BOARD MEETING:

Angela Shafer-Payne, Vice President, Operations provided an overview of the draft agenda for the April 23, 2015 Board Meeting.

In regards to Item 12, "Approve and Authorize The President/CEO to Negotiate and Execute A Public Improvement Maintenance Agreement With the City of San Diego", Ms. Shafer-Payne requested that the item be pulled from this Agenda.

In regards to Item 15, "Approve and Authorize the President/CEO to Execute an Agreement with (TBD) for On-Call Environmental Program Management Services", Ms. Shafer-Payne requested that the item be pulled from this Agenda.

7. REVIEW OF THE DRAFT AGENDA FOR THE APRIL 23, 2015, AIRPORT LAND USE COMMISSION MEETING:

Angela Shafer-Payne, Vice President, Operations provided an overview of the draft agenda for the April 23, 2015 ALUC Meeting.

ACTION: Moved by Board Member Robinson and seconded by Chair Gleason to approve Items 6 and 7, as amended. Motion carried unanimously, noting Board Member Hubbs as ABSENT.

EXECUTIVE COMMITTEE NEW BUSINESS, continued

5. DISCUSSION REGARDING WAYFINDING SIGNAGE AT THE AIRPORT:

Jeffrey Woodson, Vice President, Development, and Ted Anasis, Manager, Regional Planning, provided a presentation on the Wayfinding Signage at the Airport, which included SAN Northside – Admiral Boland Way and Freeway/City Signs, Terminal, Parking and Future Parking Plaza, North Harbor Drive – Short Term and Long Term.

In response to Board Member Boling regarding what wayfinding signage is planned for the Interstate 5 North and South freeways, and the 163 freeway, Mr. Anasis stated that roadside signage is being planned for all of these locations.

Board Member Janney suggested adding the Airport logo to signage that is Airport-owned.

Chair Gleason requested staff to provide a memorandum to the Board regarding the proposed signage for Interstate 5 North and South freeways, and the 94 and 163 freeways.

Chair Gleason suggested that the selected artist for the Parking Plaza be integrated with the wayfinding signage project.

In response to Chair Gleason regarding what are the short-term plans for signage related to the Transport Network Company pick up's, and app-hailed taxi's at the Airport, Ms. Shafter-Payne stated that a plan is ready to be executed in the terminals and landside, and staff will be sending a memorandum to the Board with an update.

Board Member Boling expressed concern that the wayfinding signage not be too busy with visual input.

ACTION: No action taken.

COMMITTEE MEMBER COMMENTS:

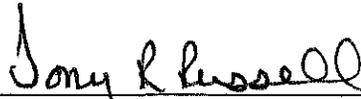
In response to Board Member Cox regarding recent press about poor cell phone coverage at the Airport, updates about the issue and whether similar issues exist with other airports, Ms. Shafer-Payne stated that staff will be providing an update to the Board on the matter this week.

In response to Board Member Cox regarding what the Authority is doing to provide a recharge area for taxi cabs who are looking to convert to electric vehicles, Ms. Shafer-Payne stated that staff has met with SDG&E, and that infrastructure for a charging area is planned for the new taxi cab and shuttle hold lot. She further stated that conversations with SDG&E have been around seeking grant funding opportunities for those who are willing to convert to electric vehicles, and, to look at what options are available for charging areas in the existing lot. She stated that staff will provide an update to the Board.

ADJOURNMENT

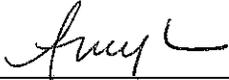
The meeting was adjourned at 9:56 a.m. The next meeting of the Executive and Finance Committee will be held on Monday, May 11, 2015, at 9:00 a.m. in the Board Room at the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.

APPROVED BY A MOTION OF THE EXECUTIVE COMMITTEE OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY THIS 11th DAY OF MAY, 2015.



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

APPROVED AS TO FORM:



BRETON K. LOBNER
GENERAL COUNSEL