

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

BOARD **AGENDA**

Thursday, May 19, 2016
9:00 A.M.

San Diego International Airport
SDCRAA Administration Building – Third Floor
Board Room
3225 N. Harbor Drive
San Diego, California 92101

Board Members

Robert H. Gleason
Board Chair

David Alvarez
C. April Boling
Greg Cox
Jim Desmond
Lloyd B. Hubbs
Jim Janney
Paul Robinson
Mary Sessom

Ex-Officio Board Members

Laurie Berman
Eraina Ortega
Col. Jason Woodworth

President / CEO

Thella F. Bowens

Live webcasts of Authority Board meetings can be accessed at
<http://www.san.org/Airport-Authority/Meetings-Agendas/Authority-Board>

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

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

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

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

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

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PRESENTATIONS:

A. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE NINE MONTHS ENDED MARCH 31, 2016:

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

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

STANDING BOARD COMMITTEES

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

ADVISORY COMMITTEES

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

LIAISONS

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

- **INTER-GOVERNMENTAL AFFAIRS:**
Liaison: Cox
- **MILITARY AFFAIRS:**
Liaison: Woodworth
- **PORT:**
Liaisons: Boling, Cox, Gleason (Primary), Robinson
- **WORLD TRADE CENTER:**
Representatives: Gleason (Primary)

BOARD REPRESENTATIVES (EXTERNAL)

- **SANDAG TRANSPORTATION COMMITTEE:**
Representatives: Boling (Alternate), Janney (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 1-1*):

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 April 21, 2016 special meeting, and April 21, 2016 regular meeting.

2. ACCEPTANCE OF BOARD AND COMMITTEE MEMBERS WRITTEN REPORTS ON THEIR ATTENDANCE AT APPROVED MEETINGS AND PRE-APPROVAL OF ATTENDANCE AT OTHER MEETINGS NOT COVERED BY THE CURRENT RESOLUTION:

The Board is requested to accept the reports.

RECOMMENDATION: Accept the reports and pre-approve Board member attendance at other meetings, trainings and events not covered by the current resolution.

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

3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM MARCH 21, 2016 THROUGH APRIL 24, 2016 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM MARCH 21, 2016 THROUGH APRIL 24, 2016:

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

(Procurement: Jana Vargas, Director)

4. MAY 2016 LEGISLATIVE REPORT:

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2016-0035, approving the May 2016 Legislative Report.

(Inter-Governmental Relations: Michael Kulis, Director)

CLAIMS

5. REJECT THE CLAIM OF KELLY MARKES:

The Board is requested to reject the claim.

RECOMMENDATION: Adopt Resolution No. 2016-0036, rejecting the claim of Kelly Markes.

(Legal: Breton Lobner, General Counsel)

6. REJECT THE CLAIM OF MAHNAZ KASRAIE:

The Board is requested to reject the claim.

RECOMMENDATION: Adopt Resolution No. 2016-0037, rejecting the claim of Mahnaz Kasraie.

(Legal: Breton Lobner, General Counsel)

7. REJECT THE CLAIM OF SARAH MOWRY:

The Board is requested to reject the claim.

RECOMMENDATION: Adopt Resolution No. 2016-0038, rejecting the claim of Sarah Mowry.

(Legal: Breton Lobner, General Counsel)

8. REJECT THE CLAIM OF GGTW, LLC:

The Board is requested to reject the claim.

RECOMMENDATION: Adopt Resolution No. 2016-0039, rejecting the claim of GGTW, LLC.

(Legal: Breton Lobner, General Counsel)

COMMITTEE RECOMMENDATIONS

9. ANNUAL REVIEW AND APPROVAL OF AMENDMENTS TO AUTHORITY POLICY 4.20 – POLICY GUIDELINES FOR PRUDENT INVESTMENTS, DELEGATION OF AUTHORITY TO INVEST AND MANAGE AUTHORITY FUNDS TO THE VICE PRESIDENT, FINANCE AND ASSET MANAGEMENT/TREASURER:

The Board is requested to amend the policy.

RECOMMENDATION: Adopt Resolution No. 2016-0040, approving amendments to Authority Policy 4.20 – Policy Guidelines for Prudent Investments, and delegating authority to invest and manage Authority funds to the Vice President, Finance and Asset Management/Treasurer.

(Business and Financial Management: Geoff Bryant, Manager, Airport Finance)

10. ANNUAL REVIEW OF AUTHORITY POLICY 4.40 – DEBT ISSUANCE AND MANAGEMENT:

The Board is requested to accept the report.

RECOMMENDATION: Accept annual review of Authority Policy 4.40 – Debt Issuance and Management.

(Business and Financial Management: Geoff Bryant, Manager, Airport Finance)

11. REQUIRED COMMUNICATION TO THE AUDIT COMMITTEE ON THE FINANCIAL AND COMPLIANCE AUDIT FOR THE FISCAL YEAR ENDED JUNE 30, 2016:

The Board is requested to accept the report.

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

(Audit: Mark Burchyett, Chief Auditor)

12. FISCAL YEAR 2016 THIRD QUARTER ACTIVITIES REPORT AND AUDIT RECOMMENDATIONS ISSUED BY THE OFFICE OF THE CHIEF AUDITOR:

The Board is requested to accept the report.

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

(Audit: Mark Burchyett, Chief Auditor)

13. FISCAL YEAR 2017 PROPOSED AUDIT PLAN OF THE OFFICE OF THE CHIEF AUDITOR:

The Board is requested to approve the plan.

RECOMMENDATION: Adopt Resolution No. 2016-0041, approving the proposed Fiscal Year 2017 Audit Plan.

(Audit: Mark Burchyett, Chief Auditor)

14. REVISION TO THE FISCAL YEAR 2016 AUDIT PLAN OF THE OFFICE OF THE CHIEF AUDITOR:

The Board is requested to approve the revision.

RECOMMENDATION: Adopt Resolution No. 2016-0042, approving the revision to the Fiscal Year 2016 Audit Plan of the Office of the Chief Auditor.

(Audit: Mark Burchyett, Chief Auditor)

CONTRACTS AND AGREEMENTS

15. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE PUBLIC ART AGREEMENT WITH BALL-NOGUES DESIGN STUDIO, LLC FOR THE PARKING PLAZA PUBLIC ART PROJECT:

The Board is requested to approve an amendment.

RECOMMENDATION: Adopt Resolution No. 2016-0043, approving and authorizing the President/CEO to execute a Second Amendment to the Public Art Agreement with Ball-Nogues Design Studio, LLC to extend the term for an additional 7 months resulting in a termination date of August 1, 2018.

(Vision, Voice & Engagement: Lauren Lockhart, Art Program Manager)

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

16. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN ON-CALL MECHANICAL AND ELECTRICAL CONSULTING SERVICES AGREEMENT:

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2016-0044, approving and authorizing the President/CEO to execute an On-Call Mechanical and Electrical Consulting Services Agreement with MA Engineers, Inc., for a term of three years, with the option for two one-year extensions, in an amount not-to-exceed \$3,000,000, in support of the Capital Improvement Program at San Diego International Airport.

(Facilities Development: Iraj Ghaemi, Director)

PUBLIC HEARINGS:

OLD BUSINESS:

NEW BUSINESS:

17. UPDATE ON NOISE ISSUES AND AMENDMENT OF AUTHORITY POLICY 9.20 – SAN DIEGO INTERNATIONAL AIRPORT NOISE ADVISORY COMMITTEE:

The Board is requested to amend the policy.

RECOMMENDATION: Adopt Resolution No. 2016-0045, accepting the update on noise issues and the amendment of Authority Policy 9.20 – San Diego International Airport Noise Advisory Committee.

(Airport Planning & Noise Mitigation: Keith Wilschetz, Director)

18. APPROVE AND ADOPT A MID-YEAR ADJUSTMENT OF THE CAPITAL PROGRAM BUDGET FOR FISCAL YEARS 2016-2020 TO FUND AN INCREASE IN THE TERMINAL 2 PARKING PLAZA PROGRAM BUDGET; AND APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE A FIRST AMENDMENT TO THE SWINERTON BUILDERS, INC., AGREEMENT TO ESTABLISH A MAXIMUM CONTRACT VALUE AND TO NEGOTIATE AND EXECUTE FUTURE WORK AUTHORIZATIONS AND A FUTURE GUARANTEED MAXIMUM PRICE AMENDMENT:

The Board is requested to approve an adjustment to the budget, and an amendment.

RECOMMENDATION: Adopt Resolution No. 2016-0046, approving and authorizing adoption of a mid-year adjustment to the Fiscal Year 2016-2020 Capital Program Budget to fund an increase in the Terminal 2 Parking Plaza budget of \$45,720,000 for a Validated Program budget of \$127,800,000.

Adopt Resolution No. 2016-0047, approving and authorizing the President/CEO to negotiate and execute: 1) a First Amendment (“Validation Amendment”) to the Agreement with Swinerton Builders, Inc., establishing a maximum contract value of \$99,800,000 for the design and construction of the Terminal 2 Parking Plaza; and 2) work authorizations and a Second Amendment (“Guaranteed Maximum Price Amendment”) after the issuance of the Validation Amendment in order to allow completion of 100% design and construction.

(Airport Design and Construction: Bob Bolton, Director)

19. AIRPORT PARKING MANAGEMENT AND PARKING SHUTTLE AGREEMENTS:

The Board is requested to authorize issuance of requests for proposals.

RECOMMENDATION: Adopt Resolution No. 2016-0048, authorizing the President/CEO to proceed with issuance of Requests for Proposals (“RFP”) for provision of Airport Parking Management and Airport Parking Shuttle Services. Selection and implementation of the Airport Parking Management and Airport Parking Shuttle agreements shall coincide with the termination of the existing agreements.

(Ground Transportation: David Boenitz, Director)

BUDGET WORKSHOP:

20. DISCUSSION REGARDING THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY FISCAL YEAR 2017 PROPOSED BUDGET AND FISCAL YEAR 2018 PROPOSED CONCEPTUAL BUDGET:

The Board is requested to discuss the proposed budgets.

RECOMMENDATION: Discuss the Fiscal Year 2017 Proposed Budget and Fiscal Year 2018 Proposed Conceptual Budget.

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

CLOSED SESSION:

21. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:

(Cal. Gov. Code § 54956.9(a) and (d)(1).)

Diego Concession Group, Inc. v. San Diego County Regional Airport Authority, San Diego Superior Court Case No. 37-2012-00088083-CU-BT-CTL

22. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:

(Cal. Gov. Code § 54956.9(a) and (d)(1).)

Dryden Oaks, LLC v. San Diego County Regional Airport Authority, et al., San Diego Superior Court, North County, Case No. 37-2014-00004077-CU-EI-NC

23. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:

(Cal. Gov. Code § 54956.9(a) and (d)(1).)

Donna Wilson; John Wilson v. San Diego County Regional Airport Authority; Turner-PCL-Flatiron, a joint venture. San Diego Superior Court Case No. 37-2014-00015326-CU-PO-CTL (Meyer)

24. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:

(Cal. Gov. Code § 54956.9(a)):

Maria Paula Bermudez v. San Diego County Regional Airport Authority, American Airlines, Inc., et al. San Diego Superior Court Case No. 37-2015-00022911-CU-PO-CTL

25. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:

(Cal. Gov. Code §54956.9(a) and (d)(1))

Stanley Moore v. San Diego County Regional Airport Authority, et al., San Diego Superior Court Case No. 37-2015-00030676-CU-OE-CTL

26. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:

Cal. Gov. Code § 54956.9(a) and (d).

In the matter of the Petition of San Diego County Regional Airport Authority for Review of Action by the California Regional Water Quality Control Board in Issuing Order No. R9-2013-0001, as amended by Orders Nos. R9-2015-0001 and R9-2015-0100 (NPDES NO. CAS0109266) [Water Code §§ 13320(a) and 13321(a)]

- 27. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION AND EXISTING LITIGATION:**
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(a) and 54956.9(b).)
Jay A. Bass, et al v. San Diego City Employees' Retirement System, et al.,
San Diego Superior Court Case No. 37-2013-00077566-CU-OE-CTL
- 28. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9 (b) and 54954.5.)
Re: Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board regarding submission of technical reports pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.
Number of potential cases: 1
- 29. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Initiation of litigation pursuant to Cal. Government Code § 54956.9(d).)
Number of cases: 2
- 30. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION:**
(Significant exposure to litigation pursuant to cal. Gov. Code §54956.9(e)(3))
The Receipt of a Government Claim from GGTW LLC

REPORT ON CLOSED SESSION:

NON-AGENDA PUBLIC COMMENT:

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

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

GENERAL COUNSEL REPORT:

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

BOARD COMMENT:

ADJOURNMENT:

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

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

Additional Meeting Information

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

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

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

You may also reach the Administration Building by using public transit via the San Diego Metropolitan Transit System, Route 992. The MTS bus stop at Terminal 1 is a very short walking distance from the Administration Building. ADA paratransit operations will continue to serve the Administration Building as required by Federal regulation. For MTS route, fare and paratransit information, please call the San Diego MTS at (619) 233-3004 or 511. For other Airport related ground transportation questions, please call (619) 400- 2685.

UPCOMING MEETING SCHEDULE

<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Meeting Type</i>	<i>Location</i>
June 23	Thursday	9:00 a.m.	Regular	Board Room

Review of the Unaudited Financial Statements for the Nine Months Ended March 31, 2016

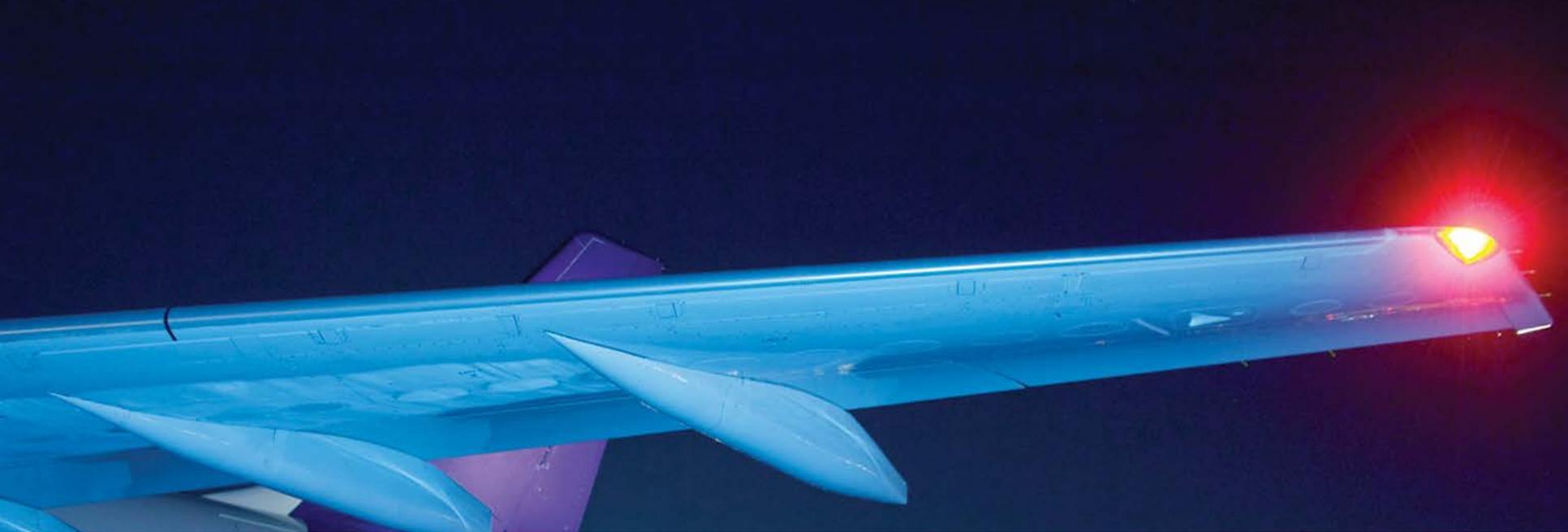


SAN DIEGO
INTERNATIONAL AIRPORT

LET'S **GO.**

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

May 19, 2016

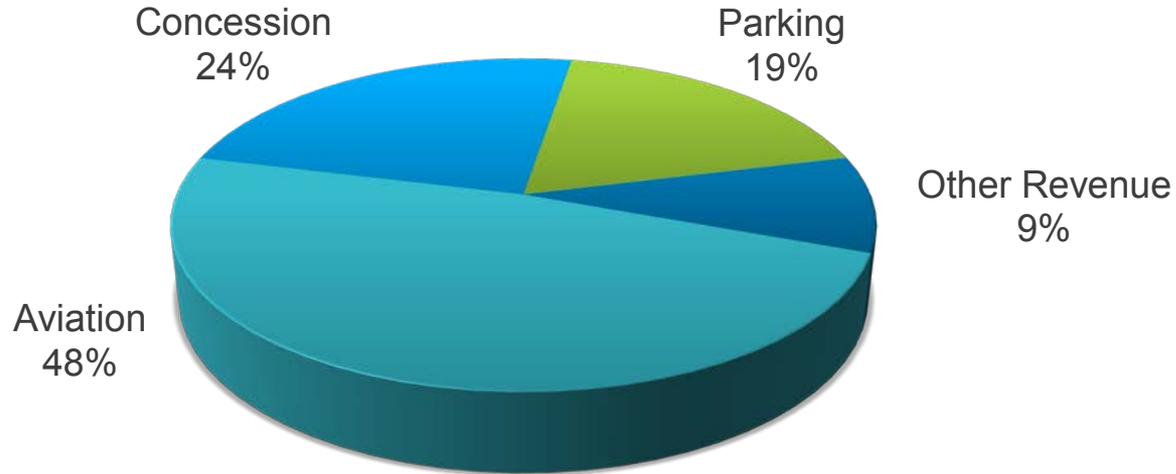


Financial Performance for the Nine Months Ended March 31, 2016 (Unaudited)

Operating Revenues

Nine Months Ended March 31, 2016 (Unaudited)

Actual Operating Revenues by Percentage

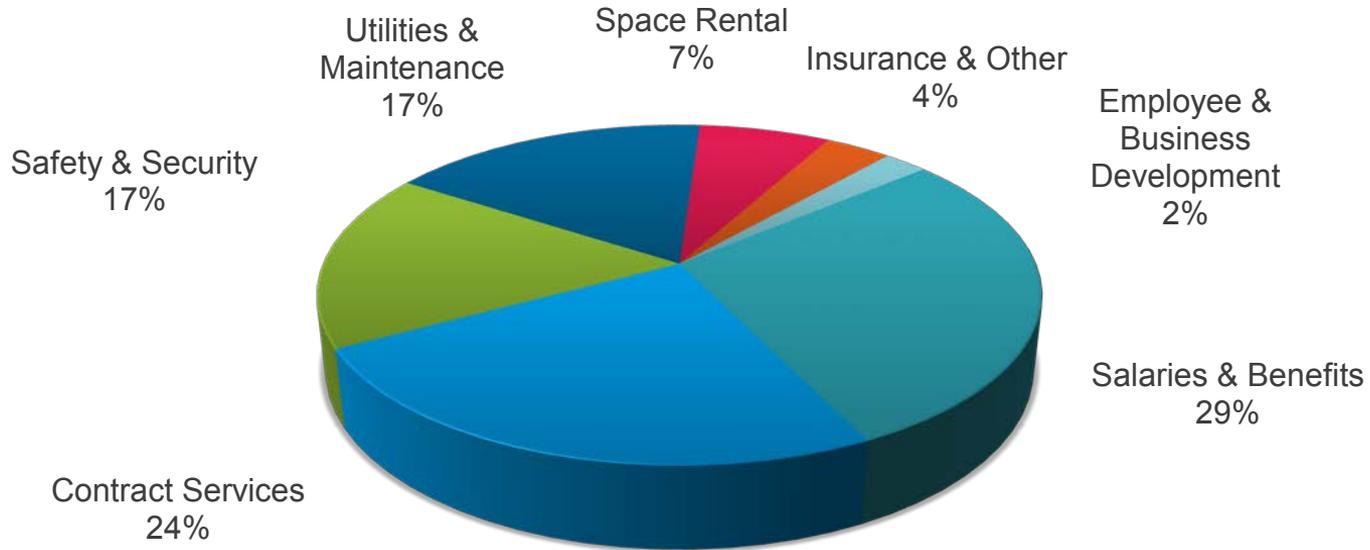


\$000s	Aviation Revenue	Concession Revenue	Parking Revenue	Other Revenue	Total Revenue
Prior Year	\$ 79,709	\$ 38,387	\$ 28,780	\$ 12,546	\$ 159,422
Budget	83,131	38,070	28,753	14,202	164,156
Actual	82,535	40,761	31,737	16,047	171,080
Variance	\$ (595)	\$ 2,690	\$ 2,984	\$ 1,845	\$ 6,924

Operating Expenses

Nine Months Ended March 31, 2016 (Unaudited)

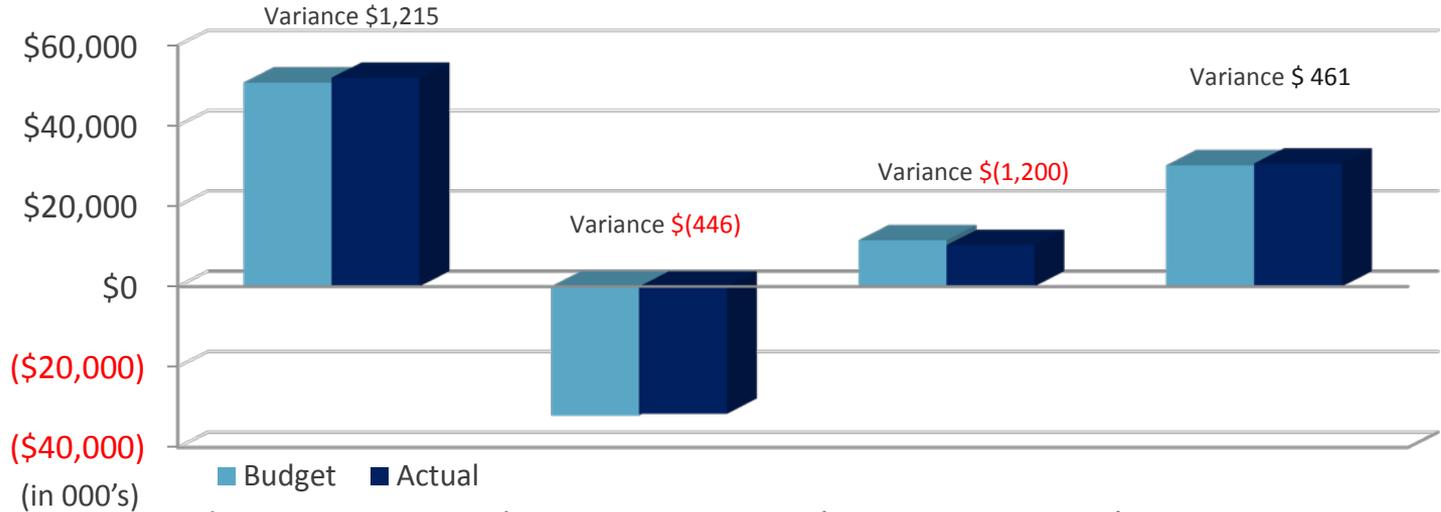
Actual Operating Expenses by percentage



(in \$000s)	Salaries & Benefits	Contract Services	Safety & Security	Utilities & Maintenance	Space Rental	Insurance & Other	Employee & Business Dev.	Total Operating Expenses
Prior Year	\$ 33,763	\$ 22,285	\$ 17,733	\$ 17,892	\$ 7,825	\$ 3,514	\$ 2,439	\$ 105,451
Budget	33,889	28,150	19,374	20,339	7,821	4,571	3,126	117,270
Actual	32,098	27,172	18,870	18,897	7,760	3,911	2,579	111,287
Variance	\$ 1,791	\$ 978	\$ 504	\$ 1,442	\$ 61	\$ 660	\$ 547	\$ 5,983

Non-operating Revenue & Expenses

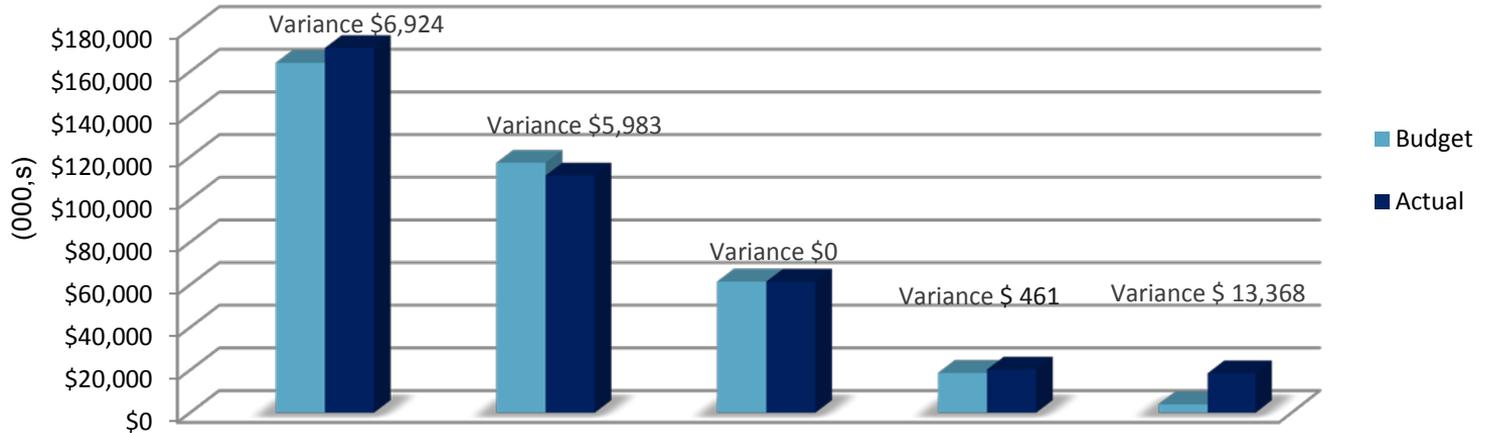
Nine Months Ended March 31, 2016 (Unaudited)



(in 000's)	Passenger Facility Charge, Customer Facility Charge, & Quieter Home Program	Interest expense, interest income, & capitalized interest (net)	Capital grant contributions & other	Total non-operating revenue, (net)
Prior Year	\$ 49,822	\$ (36,587)	\$ 3,053	\$ 16,288
Budget	50,775	(32,109)	11,498	30,164
Actual	51,990	(31,663)	10,298	30,625
Variance	\$ 1,215	\$ (446)	\$ (1,200)	\$ 461

Financial Summary

Nine Months Ended March 31, 2016 (Unaudited)

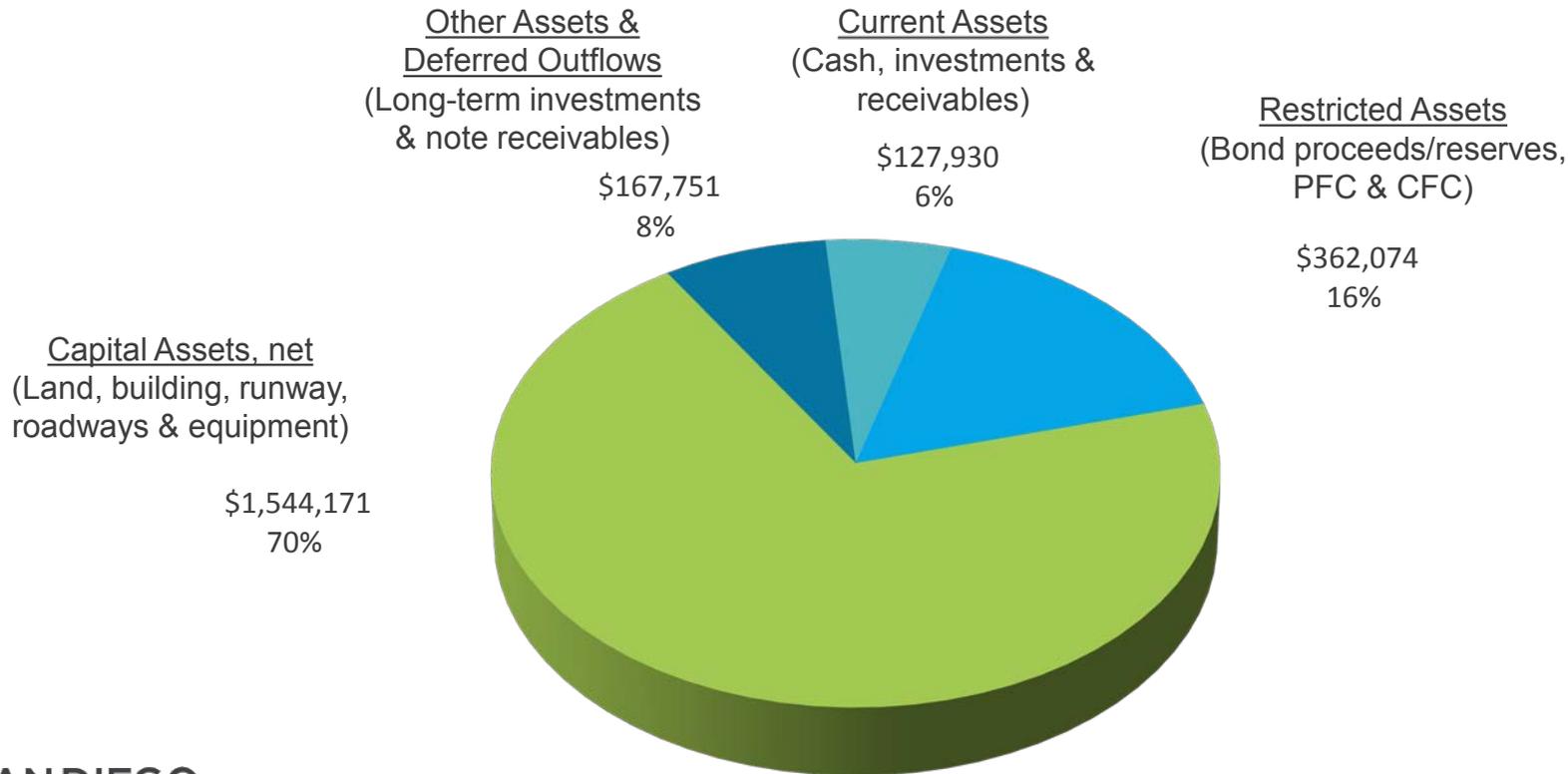


(\$000s)	Total operating revenues	Total operating expenses	Depreciation	Total non-operating revenues, (net)	Net Position
Prior Year	\$ 159,422	\$ 105,451	\$ 60,213	\$ 16,288	\$ 10,046
Budget	164,156	117,270	61,546	30,164	15,504
Actual	171,080	111,287	61,546	30,625	28,872
Variance	\$ 6,924	\$ 5,983	\$ 0	\$ 461	\$ 13,368

Statement of Net Position as of March 31, 2016 (Unaudited)

Assets (000's)

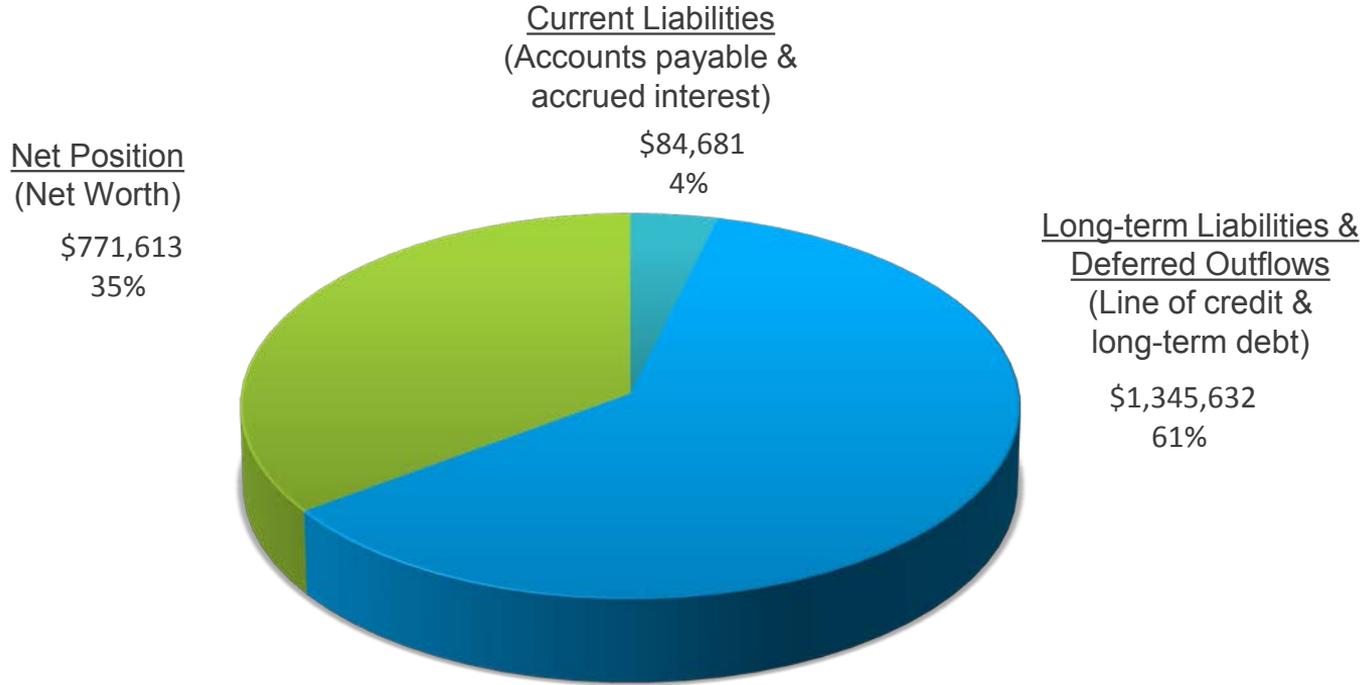
Total: \$2,201,926



Statement of Net Position as of March 31, 2016 (unaudited)

Liabilities & Net Position (000's)

Total: \$2,201,926





Questions?



DRAFT
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD
MINUTES
THURSDAY, APRIL 21, 2016
SAN DIEGO INTERNATIONAL AIRPORT
BOARD ROOM

CALL TO ORDER: Chair Gleason called the special meeting of the San Diego County Regional Airport Authority Board to order at 12:28 p.m. on Thursday, April 21, 2016, in the Board Room at the San Diego International Airport, Administration Building, 3225 North Harbor Drive, San Diego, CA 92101.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

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

ABSENT: Board Members: Berman (Ex Officio), Ortega (Ex Officio), Woodworth (Ex Officio)

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

CLOSED SESSION: The Board recessed into Closed Session at 12:29 p.m. to discuss Item 1.

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS AND WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Gov. Code §54956.9(a) and (d)(e)(1) and 54954.5(b))

Property: Concession leases (food & beverage) with Host, High Flying Foods and SSP

Agency negotiator: Scott Brickner, Kathy Kiefer, and Eric Podnieks

Negotiating parties: Host, High Flying Foods and SSP

Under negotiation: Rent, street pricing policy, closure/conversions of locations, DBE, claim by Host, and close outs/permits.

REPORT ON CLOSED SESSION: The Board reconvened into Open Session at 1:52 p.m.
There was no reportable action.

ADJOURNMENT: The meeting was adjourned at 1:53 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY BOARD THIS 19th DAY OF MAY, 2016.

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

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

DRAFT
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD
MINUTES
THURSDAY, APRIL 21, 2016
SAN DIEGO INTERNATIONAL AIRPORT
BOARD ROOM

CALL TO ORDER: Chair Gleason called the regular meeting of the San Diego County Regional Airport Authority Board to order at 9:03 a.m. on Thursday, April 21, 2016, in the Board Room at the San Diego International Airport, Administration Building, 3225 North Harbor Drive, San Diego, CA 92101.

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

ROLL CALL:

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

ABSENT: Board Members: Berman (Ex Officio), Ortega (Ex Officio), Woodworth (Ex Officio)

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

Board Members Alvarez and Sessom arrived during the course of the meeting.

PRESENTATIONS: None

Chair Gleason announced that the Consent Agenda would be heard first, followed by Item 12.

CONSENT AGENDA (Items 1-10):

Chair Gleason requested that Item 4 be pulled from the Consent Agenda for discussion.

ACTION: Moved by Board Member Desmond and seconded by Board Member Janney to approve the Consent Agenda as amended. Motion carried by the following vote: YES – Boling, Cox, Desmond, Gleason, Hubbs, Janney, Robinson; NO – None; ABSENT – Alvarez, Sessom. (Weighted Vote Points: YES – 79; NO – 0; ABSENT – 21)

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the March 7, 2016 special meeting and the March 17, 2016 regular meeting.

2. ACCEPTANCE OF BOARD AND COMMITTEE MEMBERS WRITTEN REPORTS ON THEIR ATTENDANCE AT APPROVED MEETINGS AND PRE-APPROVAL OF ATTENDANCE AT OTHER MEETINGS NOT COVERED BY THE CURRENT RESOLUTION:

RECOMMENDATION: Accept the reports and pre-approve Board member attendance at other meetings, trainings and events not covered by the current resolution.

3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM FEBRUARY 22, 2016 THROUGH MARCH 20, 2016 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM FEBRUARY 22, 2016 THROUGH MARCH 20, 2016:

RECOMMENDATION: Receive the report.

4. APRIL 2016 LEGISLATIVE REPORT:

ACTION: This item was removed from the Consent Agenda for discussion.

5. AMEND AUTHORITY POLICIES 1.20 - FORMATION OF BOARD COMMITTEES AND 1.30 – MEETINGS OF THE BOARD OF DIRECTORS AND BOARD COMMITTEES:

RECOMMENDATION: Adopt Resolution No. 2016-0027, amending Authority Policy 1.20 – Formation of Committees and Policy 1.30 – Meetings, Agendas and Voting of the Board of Directors, to set the date, time and place of Board and Committee meetings.

CLAIMS

6. REJECT THE CLAIM OF ANTHONY NACIN:

RECOMMENDATION: Adopt Resolution No. 2016-0028, rejecting the claim of Anthony Nacin.

COMMITTEE RECOMMENDATIONS

CONTRACTS AND AGREEMENTS

7. APPROVE AND AUTHORIZE AN INCREASE IN THE PRESIDENT/CEO'S CHANGE ORDER AUTHORITY FOR NORTH SIDE UTILITY (NSU) STORM DRAIN TRUNK PROJECT AT SAN DIEGO INTERNATIONAL AIRPORT:

RECOMMENDATION: Adopt Resolution No. 2016-0029, approving and authorizing an increase in the President/CEO's change order authority from \$415,867.20 to an amount not to exceed \$439,895.88, for Project No. 104118E, NSU Storm Drain Trunk at San Diego International Airport.

- 8. AUTHORIZE THE PRESIDENT/CEO TO EXECUTE THE VEBA TRUST AGREEMENT WITH MATRIX TRUST COMPANY AS SUCCESSOR TRUSTEE TO US BANK:**
RECOMMENDATION: Adopt Resolution 2016-0030, authorizing the President/CEO to execute the Matrix Trust Company VEBA Trust Agreement and perform any and all other actions necessary to assign Matrix Trust Company as the successor trustee.
- 9. APPROVE THE ASSIGNMENT OF AUTHORITY AGREEMENT 209173OS WITH STUTZ ARTIANO SHINOFF & HOLTZ APC FOR GENERAL LEGAL SERVICES TO DEVANEY PATE MORRIS & CAMERON LLP:**
RECOMMENDATION: Adopt Resolution No. 2016-0031, approving the assignment of Authority Agreement No. 209173OS with Stutz Artiano Shinoff & Holtz APC for General Legal Services to Devaney Pate Morris & Cameron LLP.
- 10. GRANT A RENTAL CAR CENTER LEASE AND CONCESSION AGREEMENT TO GREEN MOTION SAN, LLC:**
RECOMMENDATION: Adopt Resolution No. 2016-0032, authorizing the President/CEO to negotiate and execute a Non-Exclusive On-Airport Rental Car Concession Agreement and a Rental Car Center Lease Agreement with Green Motion SAN, LLC.

Board Member Alvarez arrived at 9:08 a.m.

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

- 12. STATUS UPDATE AND POSSIBLE ACTION ON COMMUNITY NOISE ISSUES:**
Sjohnna Knack, Program Manager, and Breton K. Lobner, General Counsel, provided a presentation which included the Legal Aspects of Noise, Timeline – Aircraft Noise Concerns, Aircraft Noise and Operations Monitoring System (ANOMS), Airport Noise Advisory Committee (ANAC), Noise Dot Clarification, Common Noise Sources, Shrinking Contours, Total Operations 2005 through 2015, Point Loma Peninsula Analysis, Five Noise Studies, Ground Noise Modeling Summary, Pt. Loma Peninsula Monitoring, Definitions: Early Turns and Missed Approach, Annual Noise Statistics, Additional Efforts, and Board Recommendations.

Board Member Sessom arrived at 9:28 a.m.

Board Member Cox recommended that two voting representatives be added to the composition of the ANAC, and they be a member who resides in the 60-65 dB CNEL area, and the other member represent an organized community group focused on noise issues.

Board Member Boling stated that the ex officio member should be a voting member and that the subcommittee should feed information up to the ANAC. She also stated that the additional voting member should be a member of the subcommittee.

Chair Gleason recommended that staff improve the environment of the ANAC meetings and consider changing facilitators.

In response to Board Member Alvarez regarding observations and notifications of deviations from the Red Dot Agreement, Barry Davis, Federal Aviation Administration (FAA) Terminal Radar Approach Control (TRACON), stated that they try to comply with the Red Dot Agreement at all times; but deviations may occur from the departure procedures or the agreement sometimes due to weather conditions or to maintain the safety and/or efficiency of flight. He further stated that there is no official notification, but that a review is done to establish the cause of the deviation.

Board Member Hubbs requested that the noise dot flight tracker and complaints be provided.

In response to Board Member Cox regarding efforts being made by the Authority to diminish "early turn" activity, Ms. Knack stated that there are ongoing meetings with the airlines and chief pilot groups for air carriers to identify ways to bring more attention to "early turns" and to ensure they understand the definition.

Thella F. Bowens, President/CEO, stated that annual meetings have been held with air carriers and the chief pilot groups over the years to discuss how flights occur over the area of San Diego International Airport. She stated that in response to the latest community concerns, the frequency of these meetings was increased, and include all carriers servicing the airport.

In regards to the "Fly Quiet Program," Ms. Bowens stated that staff would update the Board on how quickly it can be implemented.

SANDY VALONE, SAN DIEGO, stated that there has been an increase in noise that has impacted their quality of life. She urged the Board to investigate the issue and to provide possible noise abatement assistance for impacted residents in the area.

CASEY SCHNOOR, SAN DIEGO, expressed concern regarding an increase in noise in the Point Loma area and encouraged the Board to create a subcommittee of the ANAC.

JULIE GILDRED CONNOLLY, SAN DIEGO, urged the Board to address the noises in her community.

BRUCE BAILEY, SAN DIEGO, expressed appreciation to the Board for their time and energy in addressing the concerns of the community, but also expressed frustration with the ANAC meeting process.

ALAN HARRIS, SAN DIEGO, representing residents of Pacific Beach, asked that an opportunity be provided to allow residents of his community to voice their concerns regarding the noise issues.

Board Member Cox recommended restructuring the ANAC, and stated that he concurred with the proposal to increase the frequency of meetings. He recommended that a sub-committee be added to the ANAC, and that the membership of the ANAC be expanded by two voting members to include one member who resides in the 60-65 dB CNEL area and the other member who represents an organized community group focused on noise issues. He also requested that staff come back with suggestions on how to memorialize the Red Dot Agreement. He recommended the frequency of the ANAC meetings for the immediate future be bi-monthly.

Board Member Sessom expressed concern that the Authority may be taking on an issue which it does not have control, due to the regulations of the FAA and TRACON. She stated that the Authority's role is to facilitate the process, not solve the problems and raise expectations.

Board Member Janney stated that it seems like the issues are more focused on the South and not the North. He also stated that he is not sure that the "Fly Quiet Program" have been discussed enough.

Board Member Hubbs expressed concern that the Authority is embarking on an impossible task and that we need to keep the lines of communication open. He stated that he doesn't think there will be any perfect solutions.

Board Member Boling stated that the Authority has a responsibility to provide information to the community and to do everything we can to help solve the issues. She stated that the subcommittee should be a "Standing Committee."

Chair Gleason expressed concern that the Board doesn't understand what's involved in formalizing the Noise Dot Agreement.

Ms. Bowens recommended that, with today's direction from the Board, the Authority work with the air carriers to try and address the issues before entering into a process to formalize the Red Dot Agreement.

Chair Gleason clarified that the Board's direction still includes moving forward with looking at increasing the frequency of downloading flight track data, identifying the reasons for the early turns, that early turns will no longer include an altitude ceiling and that ANAC notices be included in the Board Information Packet.

Board Member Alvarez questioned if the motion included leaving all other dots in their current locations.

RECOMMENDATION: Adopt Resolution No. 2016-0034, approving the April 21, 2016 Update – Noise Issues.

ACTION: Moved by Board Member Cox and seconded by Board Member Robinson to approve Resolution No. 2016-0034R as amended to request that Noise Dots 1,2,4 and 5 remain in place and that the Board direct staff to: 1) conduct bi-monthly meetings of the Airport Noise Advisory Committee (ANAC); 2) expand the membership of the ANAC to include representation of two additional voting members, one member who resides in the 60-65 dB CNEL area and the other member who represents an organized community group focused on noise issues; 3) request a noise audit by the State through Assembly Woman Atkins' Office; 4) create an Ad Hoc subcommittee of the ANAC to address noise issues, and report back to the Board at the May meeting with the requested direction for Board approval; and 5) at a later date, report back to the Board with a report outlining the pros and cons associated with memorializing the Noise Dot Agreement so that there is consistent application. Motion carried by the following vote: YES – Alvarez, Boling Cox, Desmond, Gleason, Robinson; NO – Hubbs, Janney, Sessom; ABSENT – None. (Weighted Vote Points: YES – 68; NO –32; ABSENT – 0)

NEW BUSINESS:

11. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A FOURTH AMENDMENT TO THE CONTRACT WITH ACE PARKING MANAGEMENT, INC.:

Angela Shafer-Payne, Vice President, Operations, provided a presentation on the ACE Airport Shuttle Services Amendment which included Background and Contract Summary.

KEITH JONES, SAN DIEGO, representing ACE Parking Management, spoke in support of the contract amendment.

TONY YOUNG, SAN DIEGO, spoke in support of the contract amendment and ACE Parking Management.

Board Member Robinson reported ex parte communication with Keith Jones.

Board Member Hubbs reported ex parte communication with Keith Jones.

RECOMMENDATION: Adopt Resolution No. 2016-0033, approving and authorizing the President/CEO to execute a Fourth Amendment to the contract with ACE Parking Management, Inc. for Airport Shuttle Services to increase the compensation by \$2,530,682 resulting in a not-to-exceed compensation amount of \$31,330,682.

ACTION: Moved by Board Member Desmond and seconded by Board Member Cox to approve staff's recommendation. Motion carried by the following vote: YES – Alvarez, Boling Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT- None. (Weighted Vote Points: YES – 100; NO – 0; ABSENT – 0)

Board Member Janney left the dais at 12:03 p.m.

13. AUTHORIZE AND ADOPT THE CREATION OF A SEASONAL INTERNATIONAL AIR SERVICE INCENTIVE PROGRAM (SIASIP):

RECOMMENDATION: Adopt Resolution No. 2016-0026, authorizing the creation of a Seasonal International Air Service Incentive Program (SIASIP).

ACTION: Moved by Board Member Alvarez and seconded by Board Member Sessom to approve staff's recommendation. Motion carried by the following vote: YES – Alvarez, Boling Cox, Desmond, Gleason, Hubbs, Robinson, Sessom; NO – None; ABSENT- Janney. (Weighted Vote Points: YES – 88; NO – 0; ABSENT – 12)

Board Member Janney returned to the dais at 12:07 p.m.

The Board recessed at 12:08 p.m. and reconvened at 12:13 p.m.

Chair Gleason stated that Consent Item 4 would be heard at this time.

ITEMS REMOVED FROM THE CONSENT AGENDA FOR DISCUSSION

4. APRIL 2016 LEGISLATIVE REPORT:

Michael Kulis, Director, Inter-Governmental Relations, stated that due to the change in the language of AB2611, staff is recommending that the Board change its position from "Support" to "Watch." He also reported that the Federal Aviation Administration Reauthorization Bill was approved by the U.S. Senate and assigned the new number, H.R. 636.

RECOMMENDATION: Adopt Resolution No. 2016-0025, approving the April 2016 Legislative Report.

ACTION: Moved by Board Member Robinson and seconded by Board Member Janney to approve the April 2016 Legislative Report as amended. Motion carried by the following vote: YES – Alvarez, Boling Cox, Desmond, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT- None. (Weighted Vote Points: YES – 100; NO – 0; ABSENT – 0)

PUBLIC HEARINGS: None

OLD BUSINESS: None

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

STANDING BOARD COMMITTEES

- **AUDIT COMMITTEE:**
None
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**
None
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**
None
- **FINANCE COMMITTEE:**
Board Member Boling reported that the Committee met on April 4th and reviewed and accepted the financial reports of the Authority.

ADVISORY COMMITTEES

- **AUTHORITY ADVISORY COMMITTEE:**
None
- **ART ADVISORY COMMITTEE:**
Chair Gleason reported that the Request for Proposal (RFP) for the 2017 temporary exhibitions will be released next month, and that the Performing Residency Program with Friends Street Circus will begin performances in May. He also reported that there will be a public art dedication on April 28 for the Rental Car Center and encouraged Board Members to attend.

LIAISONS

- **AIRPORT LAND USE COMPATIBILITY PLAN:**
None
- **CALTRANS:**
None
- **INTER-GOVERNMENTAL AFFAIRS:**
Board Member Cox reported that on April 19 the U.S. Senate approved an 18-month FAA Re-Authorization Bill, and stated that the current bill does not include any change to the Passenger Facility Charge limit and does not provide assistance in re-establishing non-stop service between San Diego and Ronald Reagan Washington National Airport. He reported that Congress has until July 15, 2016 to either pass this bill or to approve another extension. He reported that the Senate Appropriation Committee is expected to begin consideration of the Fiscal Year 2017 Transportation Appropriations Bill. He also reported that on April 5th Authority

staff provided a briefing and tour to California Air Resources Board staff, and on April 7, Authority staff participated in the California Airport Council Board meeting held in Sacramento. He reported that Authority staff is scheduled to provide an Airport Land Use Compatibility Plan briefing to Coronado Mayor Casey Tanaka.

- **MILITARY AFFAIRS:**
None
- **PORT:**
None
- **WORLD TRADE CENTER:**
None

BOARD REPRESENTATIVES (EXTERNAL)

- **SANDAG TRANSPORTATION COMMITTEE:**
Board Member Janney reported that during their recent meeting, the Committee had a presentation regarding Tiger Grants; he suggested that the Authority explore engaging in this competitive process as it appears to be a good opportunity for funds.

Scott Brickner, Vice President, Finance and Asset Management, stated that although not successful in past attempts, staff has been pursuing this opportunity and will continue to apply.

CHAIR'S REPORT:

Chair Gleason reported that Board Member Alvarez represented the Authority on the Chamber of Commerce's delegation to the California Mexico Trade Initiative Conference in Mexico City.

Board Member Alvarez reported that during the trip to Mexico City, tourism focused issues were discussed, mainly sports and fishing and ways to attract more tourism. He stated that the delegation met with the Secretary of Tourism. He also stated that a written report will be provided to the Board.

Chair Gleason reported that he attended the opening dinner of the Cross Border Terminal. He also reminded the Board that as the current Fiscal Year closes and a new one begins, budget discussions will be at the center of upcoming meetings.

PRESIDENT/CEO'S REPORT:

Thella F. Bowens, President/CEO, reported that Small Business Development is partnering with Vision, Voice and Engagement staff to create a social media outreach group to increase participation in the Small Business programs. She reported that the Authority has once again been recognized as a Recycler of the Year by the City of San Diego. She also provided an overview of the ACI World Governing Board Meeting she attended recently.

NON-AGENDA PUBLIC COMMENT: None

CLOSED SESSION: The Board did not recess into Closed Session.

- 14. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**
(Cal. Gov. Code § 54956.9(a) and (d)(1).)
Diego Concession Group, Inc. v. San Diego County Regional Airport Authority,
San Diego Superior Court Case No. 37-2012-00088083-CU-BT-CTL
- 15. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**
(Cal. Gov. Code § 54956.9(a) and (d)(1).)
Dryden Oaks, LLC v. San Diego County Regional Airport Authority, et al.,
San Diego Superior Court, North County, Case No. 37-2014-00004077-CU-EL-NC
- 16. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Cal. Gov. Code § 54956.9(a) and (d)(1).)
Donna Wilson; John Wilson v. San Diego County Regional Airport Authority;
Turner-PCL-Flatiron, a joint venture.
San Diego Superior Court Case No. 37-2014-00015326-CU-PO-CTL (Meyer)
- 17. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Cal. Gov. Code § 54956.9(a)):
Maria Paula Bermudez v. San Diego County Regional Airport Authority,
American Airlines, Inc., et al.
San Diego Superior Court Case No. 37-2015-00022911-CU-PO-CTL
- 18. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
(Cal. Gov. Code §54956.9(a) and (d)(1))
Stanley Moore v. San Diego County Regional Airport Authority, et al.,
San Diego Superior Court Case No. 37-2015-00030676-CU-OE-CTL
- 19. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**
Cal. Gov. Code § 54956.9(a) and (d).
In the matter of the Petition of San Diego County Regional Airport Authority for
Review of Action by the California Regional Water Quality Control Board in
Issuing Order No. R9-2013-0001, as amended by Orders Nos. R9-2015-0001
and R9-2015-0100 (NPDES NO. CAS0109266) [Water Code §§ 13320(a) and
13321(a)]
- 20. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION AND EXISTING LITIGATION:**
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(a) and 54956.9(b).)
Jay A. Bass, et al v. San Diego City Employees’ Retirement System, et al.,
San Diego Superior Court Case No. 37-2013-00077566-CU-OE-CTL

- 21. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9 (b) and 54954.5.)
Re: Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board regarding submission of technical reports pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego.
Number of potential cases: 1
- 22. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
(Initiation of litigation pursuant to Cal. Government Code § 54956.9(d).)
Number of cases: 2

REPORT ON CLOSED SESSION: None

NON-AGENDA PUBLIC COMMENT: None

GENERAL COUNSEL REPORT: None

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

BOARD COMMENT: None

ADJOURNMENT: The meeting was adjourned at 12:27 p.m.

APPROVED BY A MOTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY THIS 19th DAY OF MAY, 2016.

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

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Acceptance of Board and Committee Members Written Reports on Their Attendance at Approved Meetings and Pre-Approval of Attendance at Other Meetings Not Covered by the Current Resolution

Recommendation:

Accept the reports and pre-approve Board Member attendance at other meetings, trainings and events not covered by the current resolution.

Background/Justification:

Authority Policy 1.10 defines a “day of service” for Board Member compensation and outlines the requirements for Board Member attendance at meetings.

Pursuant to Authority Policy 1.10, Board Members are required to deliver to the Board a written report regarding their participation in meetings for which they are compensated. Their report is to be delivered at the next Board meeting following the specific meeting and/or training attended. The reports (Attachment A) were reviewed pursuant to Authority Policy 1.10 Section 5 (g), which defines a “day of service”. The reports were also reviewed pursuant to Board Resolution No. 2009-0149R, which granted approval of Board Member representation for attending events and meetings.

The attached reports are being presented to comply with the requirements of Policy 1.10 and the Authority Act.

The Board is also being requested to pre-approve Board Member attendance at briefings by representatives of a local police department or a state or federal governmental agency regarding safety, security, immigration or customs affecting San Diego International Airport.

Fiscal Impact:

Board and Committee Member Compensation is included in the FY 2016 Budget.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. Section 15378. This Board action is not a "project" subject to CEQA. Pub. Res. Code Section 21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act, Pub. Res. Code Section 30106.

Application of Inclusionary Policies:

Not applicable.

Prepared by:

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

DAVID ALVAREZ

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

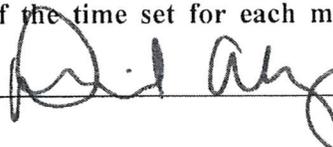
Period Covered: March 2016

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
David Alvarez		4/25/16
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: March 7, 2016 Time: 9:00 am Location: SDRCAA	Finance Committee
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: March 17, 2016 Time: 9:00 am Location: SDRCAA	Board Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

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

Signature: _____



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

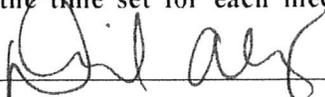
Period Covered: April 2016

SDCRAA
MAY 04 2016
Corporate & Information Governance

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
David Alvarez		4/28/16
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: April 4, 2016 Time: 9:00 am Location: SDRCAA	Finance Committee
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: April 21, 2016 Time: 9:00 am Location: SDRCAA	Board Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: April 28, 2016 Time: 9:00 am Location: SDRCAA	Capitol Improvement Program Oversight Committee
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

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

Signature: 

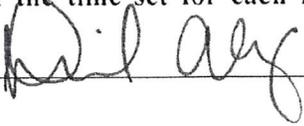
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary

Period Covered: April 2016 Travel

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
David Alvarez		4/26/16
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: April 17, 2016 Time: 1:30 pm Location: Mexico City	California-Mexico Trade Initiative XI
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: April 18, 2016 Time: 8:00 am Location: Mexico City	California-Mexico Trade Initiative XI
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: April 19, 2016 Time: 7:00 am Location: Mexico City	California-Mexico Trade Initiative XI
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: April 20, 2016 Time: 8:20 am Location: Mexico City	California-Mexico Trade Initiative XI
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

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

Signature: 

APRIL BOLING

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

Period Covered: 04/01/16 - 04/30/16

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME:		DATE:
C. April Boling		5/3/16
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: April 1, 2016 Time: 9:00 am Location: SANDAG	SANDAG Transportation Committee Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: April 4, 2016 Time: 9:00 am Location: Airport	Airport Executive Committee Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: April 8, 2016 Time: 11:00 am Location: Airport	Airport Authority News Conference with Mayor Faulconer Regarding Solar Achievements
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: April 21, 2016 Time: 9:00 am Location: Airport	ALUC Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: April 28, 2016 Time: 9:00 am Location: Airport	Airport Capital Budget Workshop
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: April 14, 2016 Time: 11:00 am Location: Airport	Noise Issue Discussion with Robert Gleason, Greg Cox, Mike Kulis & Thella Bowens
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: April 29, 2016 Time: 10:00 am Location: Premier Inn Hotel	Transportation Alliance Group (TAG) - Guest Speaker at Membership Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre - approved <input type="checkbox"/> Res.2009-0149R	Date: Time: Location:	

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

Signature: 

GREG COX

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

Period Covered: MAY 1-31, 2016

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
GREG COX		MAY 9, 2016
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: MAY 9, 2016 Time: 9:00 am Location: SDIA	EXECUTIVE/FINANCE COMMITTEE SPECIAL BOARD MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: MAY 9, 2016 Time: Location: SDIA	SPECIAL EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE MEETING SPECIAL BOARD MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: Greg Cox

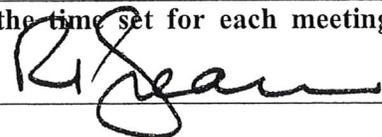
ROBERT H. GLEASON

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary
Period Covered: APRIL 2016

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
ROBERT H. GLEASON		May 1, 2016
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: April 4, 2016 Time: 9:00 am Location: SDCRAA offices	Executive / Finance Committee meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: April 20, 2016 Time: 4:00 pm Location: SDCRAA offices	Airport Noise Advisory Committee meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: April 21, 2016 Time: 9:00 am Location: SDCRAA offices	ALUC / Board meeting
<input checked="" type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: April 28, 2016 Time: 9:00 am & 5:00 pm Location: SDCRAA offices & RCC	Capital Improvement Program Oversight Committee + Special Board meeting for Capital Budget Workshop RCC Public Art Dedication Event; spoke on behalf of the Airport Authority
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: April 30, 2016 Time: 8:15 am Location: SDCRAA offices	2016 LEAD San Diego's INFLUENCE Program; spoke on behalf of the Airport Authority
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

LLOYD HUBBS

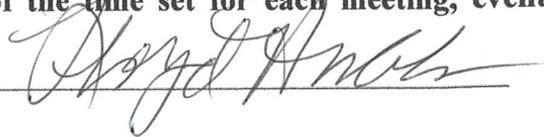
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary

Period Covered: April 2016

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
LLOYD HUBBS		4-28-16
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 4-21-16 Time: 9:00 Location: Bd. Rm	BOARD Mtg
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 4-28-16 Time: 9:00 Location: Bd. Rm	CIPOC
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

JIM JANNEY

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary
 Period Covered: April 2016

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
James Jannay		28 April
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
Brown Act Pre-approved Res. 2009-0149R	Date: 4-1-16 Time: 0900 Location: SANDAG	SANDAG Transportation mty
Brown Act Pre-approved Res. 2009-0149R	Date: 4-4-16 Time: 0900 Location: Exec mty SDCRAA	Exec & Finance
Brown Act Pre-approved Res. 2009-0149R	Date: 4-21-16 Time: 0900 Location: SDCRAA	Board mty
Brown Act Pre-approved Res. 2009-0149R	Date: 4-28-16 Time: 0900 Location: SDCRAA	Special Bd a/cip mty
Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	

[Handwritten Signature]

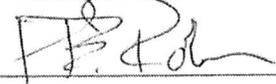
PAUL ROBINSON

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY Corporate & Information Governance
Board Member Event/Meeting/Training Report Summary
 Period Covered: 4/30/16

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
Paul E. Robinson		
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>4/1/16</u> Time: <u>9:00am.</u> Location: <u>SDCRAA Bd Rm</u>	<u>Exec/Finance Comm Mtgs</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>4/21/16</u> Time: <u>9:00a.m - 1:30p.m</u> Location: <u>SDCRAA Bd Rm</u>	<u>SDCRAA Bd / ALVC Mtgs</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>4/28/17</u> Time: <u>9:00 - 12:00p.m.</u> Location: <u>SDCRAA Bd Rm</u>	<u>CIPDC Mtg</u>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

MARY SESSOM

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

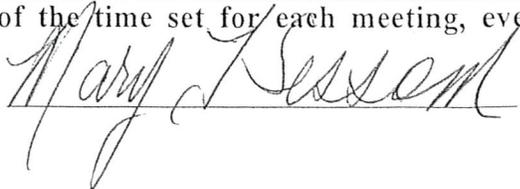
Board Member Event/Meeting/Training Report Summary

Period Covered: APRIL 2016

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
MARY Sessom		MAY 2, 2016
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 4/21 Time: 9:00 Location: SDCAA	BOARD/ALUC MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

JACK VAN SAMBEEK

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

Period Covered: May 2 2016

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
JACK VAN SAMBEEK		MAY 2 2016
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: MAY 2 2016 Time: 10 AM Location:	Audie Comm
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: J.P. Van Saubel

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Awarded Contracts, Approved Change Orders from March 21, 2016 through April 24, 2016 and Real Property Agreements Granted and Accepted from March 21, 2016 through April 24, 2016

Recommendation:

Receive the report.

Background/Justification:

Policy Section Nos. 5.01, Procurement of Services, Consulting, Materials, and Equipment, 5.02, Procurement of Contracts for Public Works, and 6.01, Leasing Policy, require staff to provide a list of contracts, change orders, and real property agreements that were awarded and approved by the President/CEO or her designee. Staff has compiled a list of all contracts, change orders (Attachment A) and real property agreements (Attachment B) that were awarded, granted, accepted, or approved by the President/CEO or her designee since the previous Board meeting.

Fiscal Impact:

The fiscal impact of these contracts and change orders are reflected in the individual program budget for the execution year and on the next fiscal year budget submission.

Amount to vary depending upon the following factors:

1. Contracts issued on a multi-year basis; and
2. Contracts issued on a Not-to-Exceed basis.
3. General fiscal impact of lease agreements reflects market conditions.

The fiscal impact of each reported real property agreement is identified for consideration on Attachment B.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Application of Inclusionary Policies:

Inclusionary Policy requirements were included during the solicitation process prior to the contract award.

Prepared by:

JANA VARGAS
DIRECTOR, PROCUREMENT

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN - March 21, 2016- April 24, 2016



New Contracts

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
3/25/2016	N/A	Bruel & Kjaer EMS Inc.	The Contractor will provide Airport Noise and Operations Monitoring System (ANOMS) software and hardware maintenance for San Diego International Airport. The hardware and software installed in ANOMS, that collects and integrates aircraft noise and flight track data, are proprietary to Bruel & Kjaer EMS Inc. and it is essential to contract directly with Bruel & Kjaer EMS Inc. for continued support service.	Sole Source	Airport Planning	\$155,889.54	1/31/2017
3/25/2016	N/A	Willis Insurance Services of California	The Contractor will provide professional insurance broker services in support of the Benefits Program for San Diego Regional County Airport Authority.	RFP	Talent Culture & Capability	\$613,000.00	2/28/2019
4/8/2016	N/A	Labozan Associates	The Contractor will provide wayfinding and signage planning and design services at San Diego International Airport.	Informal RFP	Airport Planning	\$49,000.00	6/30/2016



New Contracts Approved by the Board

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
3/22/2016	N/A	Merriwether and Williams Insurance Services	This Contract was approved by the Board at the February 18, 2016 Board Meeting. The Contractor will provide Bond and Contract Financing Program Management services for San Diego County Regional Airport Authority.	RFP	Procurement and Small Business Development	\$1,250,000.00	3/9/2019
3/24/2016	104164	Atlas Development	This Contract was approved by the Board at the February 18, 2016 Board Meeting. The Contractor will remove and replace Noise Monitoring Stations located on the east and west side of San Diego International Airport.	RFB	Airport Planning	\$398,840.00	11/26/2016
4/19/2016	380812	Harry H. Joh Construction, Inc.	This Contract was approved by the Board at the February 18, 2016 Board Meeting. The Contractor will provide sound attenuation treatment to residences included in Phase 8, Group 12 of the Quieter Home Program.	RFB	Airport Planning	\$702,406.00	12/25/2016

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN March 21, 2016- April 24, 2016



Amendments and Change Orders

Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value (%) (+ / -)	New Contract Value	New End Date
3/29/2016	N/A	SP Plus-Corp	The First Amendment increases the maximum amount payable by \$1,168,000.00 for temporary shuttle vehicle services for the Rental Car Center at San Diego International Airport.	Ground Transportation	\$29,208,723.00	\$1,168,000.00	4%	\$30,376,723.00	12/31/2020
3/29/2016	N/A	Siemens Industry, Inc.	The First Amendment increases the maximum amount payable by \$99,000.00 for fire alarm maintenance services at San Diego International Airport.	Facilities Management	\$990,000.00	\$99,000.00	10%	\$1,089,000.00	6/30/2017
4/6/2016	N/A	Ricondo and Associates, Inc.	The First Amendment adds additional personnel categories under the Subconsultant, Porter Novelli, Inc. for Airport Land Use Compatibility Technical Support Services for San Diego International Airport. There is no increase in compensation.	Airport Planning	\$2,000,000.00	\$0.00	0%	\$2,000,000.00	8/13/2018
4/13/2016	N/A	Kathleen Kelly, Inc.	The First Amendment extends the term of the contract by one year to facilitate training workshops for personnel at San Diego County Regional Airport Authority. There is no increase in compensation.	Talent, Culture & Capability	\$35,000.00	\$0.00	0%	\$35,000.00	3/6/2017
4/14/2016	N/A	Ball Nagues Design Studio, LLC	The First Amendment increases the maximum amount payable by \$5,000 due to a change in architectural design at the artwork site of the Parking Plaza construction project at San Diego International Airport.	Vision Voice and Engagement	\$18,000.00	\$5,000.00	28%	\$23,000.00	1/31/2018



Amendments and Change Orders-Approved by the Board

4/4/2016	N/A	Cartwright Pest Control Services	The Second Amendment was approved by the Board on March 17, 2016. The Second Amendment exercises one of the two-year extensions to the contract and increases the maximum amount payable by \$1,057,776.00 for pest control and remediation services at San Diego International Airport.	Facilities Management	\$5,300,000.00	\$1,057,776.00	20%	\$6,357,776.00	8/31/2017
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Attachment "B"

REAL PROPERTY AGREEMENTS EXECUTED FROM MARCH 21, 2016 TO APRIL 24, 2016



Real Property Agreements

Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
3.28.16-12.31.17	LE-0889	S.A.S. Services Group, Inc.	Non-Exclusive License Agreement to Conduct Commercial & General Aviation Ground Handling	SDIA	Passenger Services, Porter Services, Baggage Delivery Services	T2E	The Greater of MAG (\$250) or 8% of Monthly Gross Income	N/A
4.1.16-12.31.17	LE-0891	Advantage Opco, LLC	Use & Occupancy Permit	North Side by RCC bounded by Admiral Boland Way	overflow parking	9000	\$2700.00/ month with CPI adjustments every July 1 starting 2016	N/A
4.1.16-12.31.18	LE-0892	Avis Budget	Use & Occupancy Permit	North Side by RCC bounded by Admiral Boland Way	overflow parking	118,358	35,507.40/ month with CPI adjustments every July 1 starting 2016	N/A
4.1.16-12.31.20	LE-0893	Zakate, Inc.	Off-Airport Concession Agreement	N/A	Off-Airport Rental Car Concession Agreement	N/A	Greater of \$100 or 10% of revenue per month	N/A
7.1.15-9.30.19	LE-0888	American Airlines	Use & Occupancy Permit	Near 2330 Stillwater Road	Land and building rental	52,871	\$24,634 per monthCPI adjustment every July	N/A



Real Property Agreement Amendments and Assignments

Effective Date	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
4.1.16-3.31.17	LE-0851	Transportation Security Administration	Utility Agreement	SDIA	Recovery of cost of utilities for checkpoint and screening equipment	All Terminals	Annual \$228,547.80	Amendment 1: P000001
3.17.16-8.31.17	LE-0099	Transportation Security Administration	Lease Amendment	SDIA	Addition of Gate 19 (former USO) to TSA lease and consolidation of some of TSA's SAN administrative offices from other Airport areas to Gate 19 upon completion of TI work there.	All Terminals; 7964sf until the sooner of either (a) 300 days from date of execution of Amendment 17 or (b) date of beneficial occupancy. 9290sf thereafter.	\$69,202/month until the sooner of either (a) 300 days from date of execution of Amendment 17 or (b) date of beneficial occupancy. \$95,974/month thereafter.	Amendment No. 17
3.2.08 - 6.30.18	LE-0423	JCDecaux	Advertisement	Terminals	Added a new subcontractor to the Advertisement Agreement	N/A	N/A	Amendment No. 4

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

May 2016 Legislative Report

Recommendation:

Adopt Resolution No. 2016-0035, approving the May 2016 Legislative Report.

Background/Justification:

The Authority's Legislative Advocacy Program Policy requires that staff present the Board with monthly reports concerning the status of legislation with potential impact to the Authority. The May 2016 Legislative Report updates Board members on legislative activities that have taken place since the previous Board meeting. The Authority Board provides direction to staff on legislative issues by adoption of a monthly Legislative Report (Attachment A).

State Legislative Action

The Authority's legislative team recommends that the Board change its position on AB 1841 (Irwin), from an OPPOSE position to a WATCH position following amendments to this bill eliminating a requirement that the Office of Emergency Services post cybersecurity strategies for critical infrastructure on the internet.

Legislators have until June 3, to pass bills out of their house of origin.

Federal Legislative Action

The Authority's legislative team recommends that the Board adopt a SUPPORT position on H.R. 2844 (Collins), the Fiscal Year 2017 Transportation, Appropriations Bill. This bill would authorize funding for the Federal Aviation Administration (FAA) and aviation programs, including \$3.35 billion for the Airport Improvement Program (AIP).

The Authority's legislative team recommends that the Board adopt a WATCH position on H.R. 4698 (Katko), the Securing Aviation from Foreign Entry Points and Guarding Airports Through Enhanced Security Act of 2016. Also referred to as the SAFE Points and GATES Act for short, this bill would direct the Administrator of the Transportation Security Administration (TSA) to perform a number of actions, including the following:

- Perform security assessments of all last point departure airports with nonstop flights into the United States
- Submit to Congress and the Government Accountability Office (GAO) a plan to enhance and bolster security, collaboration, coordination and information sharing among Customs and Border Protection (CBP), other U.S. and foreign government agencies and cargo and passenger airlines
- Perform a comprehensive workforce assessment of all personnel in TSA's Office of Global Strategies who are engaged in transportation security issues

The Authority's legislative team recommends that the Board adopt a WATCH position on H.R. 5056 (Keating), the Airport Perimeter and Access Control Security Act of 2016. This bill requires the Transportation Security Administration (TSA) to update its risk assessments on airport perimeter and access control security, and directs the TSA to update its National Strategy for Airport Perimeter and Access Control Security, including input from airport operators.

Fiscal Impact:

Not applicable.

Authority Strategies:

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

Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. § 15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code § 21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code § 30106.

Application of Inclusionary Policies:

Not applicable.

Prepared by:

MICHAEL KULIS
DIRECTOR, INTER-GOVERNMENTAL RELATIONS

RESOLUTION NO. 2016-0035

A RESOLUTION OF THE BOARD OF THE SAN DIEGO
COUNTY REGIONAL AIRPORT AUTHORITY APPROVING
THE MAY 2016 LEGISLATIVE REPORT

WHEREAS, the San Diego County Regional Airport Authority (“Authority”) operates San Diego International Airport as well as plans for necessary improvements to the regional air transportation system in San Diego County, including serving as the responsible agency for airport land use planning within the County; and

WHEREAS, the Authority has a responsibility to promote public policies consistent with the Authority’s mandates and objectives; and

WHEREAS, Authority staff works locally and coordinates with legislative advocates in Sacramento and Washington, D.C. to identify and pursue legislative opportunities in defense and support of initiatives and programs of interest to the Authority; and

WHEREAS, under the Authority’s Legislative Advocacy Program Policy, the Authority Board provides direction to Authority staff on pending legislation; and

WHEREAS, the Authority Board, in directing staff, may adopt positions on legislation that has been determined to have a potential impact on the Authority’s operations and functions.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the May 2016 Legislative Report (“Attachment A”); and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 19th day of May, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY RUSSELL
DIRECTOR, CORPORATE
& INFORMATION GOVERNANCE/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

May 2016 Legislative Report

Local Legislation

Legislation/Topic

City of San Diego Drone Ordinance

Background/Summary

The purpose of this proposed ordinance is to address the potential hazard of drones to other aircraft in flight, persons on the ground, and critical infrastructure. Specifically, this proposed ordinance would codify on a local level regulations similar to those of the Federal Aviation Administration prohibiting the operation of a model aircraft (operated for hobby or recreational purposes) within five miles of an airport without authorization of air traffic control tower staff. The ordinance would also prohibit the operation of model aircraft in a manner that interferes with manned aircraft or operation of model aircraft beyond the visual line of sight by the operator. The operation of model aircraft would also be limited to a height of 400 feet and would only be allowed during daylight hours. In addition, the proposed ordinance would prohibit the operation of both model aircraft and civil unmanned aircraft systems (drones operated for any purpose other than for hobby or recreation) in a manner prohibited by any federal statute or regulation, in violation of any temporary flight restriction or notice to airmen, or in a careless or reckless manner. It would not apply to drones operated by a public agency for government related purposes.

Anticipated Impact/Discussion

This bill could benefit San Diego International Airport (SDIA) by creating regulations that foster a safer operating environment for unmanned aircraft operated in the City of San Diego.

Status: 4/20/16 – Consideration by the San Diego City Council Public Safety Committee postponed

Position: Support (4/21/16)

**Shaded text represents new or updated legislative information*

State Legislation

New Assembly Bills

There are no new Assembly bills to report at this time.

New Senate Bills

There are no new Senate bills to report at this time.

Assembly Bills from Previous Report

Legislation/Topic

AB 1289 (Cooper) – Transportation Network Companies: Driver Penalties

Background/Summary

This bill would require Transportation Network Companies (TNCs) to conduct comprehensive criminal background checks for each participating driver that include local, state, and federal law enforcement records. AB 1289 would prohibit TNCs from contracting with, employing, or continuing to retain a driver if he or she is required to register as a sex offender or has been convicted of any violent felony, sexual offense, driving under the influence offense, non-felony violent crime, act of fraud, act of terror, or crime involving damage or theft.

Anticipated Impact/Discussion

If enacted, this legislation could reduce the risk of passengers using TNCs to travel to and from SDIA.

Status: 1/28/16 – Referred to Senate Committee on Energy, Utilities and Communications and Senate Committee on Public Safety

Position: Support (4/21/16)

Legislation/Topic

AB 1455 (Rodriguez) – Ontario International Airport

Background/Summary

AB 1455 would authorize the City of Ontario to issue revenue bonds for the purpose of financing the acquisition of Ontario International Airport from the City of Los Angeles. The bonds would be secured solely by the revenues and charges at the Ontario International Airport.

Anticipated Impact/Discussion

Passage of this bill would not impact San Diego International Airport or the Airport Authority.

**Shaded text represents new or updated legislative information*

Status: 6/30/15 – Amended and re-referred to the Senate Committee on Governance and Finance

Position: Watch (4/21/16)

Legislation/Topic

AB 1595 (Campos) – Employment: human trafficking training: mass transportation employers

Background/Summary

This bill would require a private or public employer that provides mass transportation services (specifically excluding taxi services or travel by air), to train its employees who are likely to interact or come into contact with victims of human trafficking, in recognizing the signs of human trafficking and how to report those signs to the appropriate law enforcement agency. The bill would require that by January 1, 2018, the training be incorporated into the initial training process for all new employees and that all existing employees receive the training by that date.

Anticipated Impact/Discussion

This bill is not expected to directly impact Airport Authority operations or training requirements, due to the exemption for providers of travel by air.

Status: 4/21/16 – Passed in Assembly Committee on Law Enforcement by vote of 6-0 and referred to Assembly Committee on Appropriations

Position: Watch (3/17/16)

Legislation/Topic

AB 1657 (O'Donnell) – Air Pollution: public ports and intermodal terminals

Background/Summary

This bill would establish the Zero- and Near-Zero-Emission Intermodal Terminals Program. This program would be administered by the state Air Resources Board and would fund equipment upgrades and investments at intermodal terminals to help transition the state's freight system to zero-emission and near-zero-emission operations. Funding to implement the program would be appropriated from the Greenhouse Gas Reduction Fund. This bill would also establish the Port Building and Lighting Efficiency Greenhouse Gas Reduction Fund Program. Also funded via the Greenhouse Gas Reduction Fund, this program would fund energy efficient upgrades and investments at public ports to help reduce electrical load and increase on-site renewable energy generation.

**Shaded text represents new or updated legislative information*

Anticipated Impact/Discussion

This bill could potentially benefit San Diego International Airport (SDIA) by allowing local entities and partners, like SANDAG and MTS, to identify needed funding for projects that benefit the airport, such as SANDAG's proposed Intermodal Transit Center. Furthermore, the bill could directly benefit SDIA if amended to identify airports as eligible recipients of funds from these programs. The Authority's legislative team plans to work with the California Airports Council, our state legislative consultants, and the bill's author in an effort to include language in this bill identifying airports as eligible recipients of these funds.

Status: 4/19/16 – Passed In Assembly Committee on Transportation by a vote of 15-0 and referred to Assembly Committee on Appropriations

Position: Watch (2/18/16)

Legislation/Topic

AB 1661 (McCarty) – Local Government: sexual harassment training and education

Background/Summary

This bill would require local agency officials (defined as any member of a local agency governing body and any elected local agency official) to receive a minimum of two hours sexual harassment training and education if the local agency provides any type of compensation, salary, or stipend to those officials, and would permit a local agency to require its employees to receive sexual harassment training. The local agency officials training would be required within the first six months of taking office or commencing employment and would be required every two years.

Anticipated Impact/Discussion

Pursuant to existing law, the Authority currently provides sexual harassment training on a bi-annual basis to supervisory employees. This training could be provided to board members as well. Following the amendment of AB 1661, local officials would only be required to satisfy this requirement once, regardless of the number of local agencies on which they serve.

Status: 4/12/16 – Passed by Assembly Committee on Local Government on a vote of 9-0 and referred to Assembly Committee on Appropriations

Position: Watch (2/18/16)

**Shaded text represents new or updated legislative information*

Legislation/Topic

AB 1662 (Chau) – Unmanned Aircraft Systems: accident reporting

Background/Summary

This bill would require the operator of any unmanned aircraft system involved in an accident resulting in injury to an individual or damage to property to immediately land the unmanned aircraft at the nearest safe location. The operator would also be required to provide certain information to the injured party or the owner or person in charge of the damaged property, or place that information in a conspicuous place on the damaged property. A person who violates this requirement would be guilty of a misdemeanor.

Anticipated Impact/Discussion

Although this bill would not directly impact SDIA operations, it could result in safer operations of unmanned aircraft and increase accountability for the operators of such aircraft near San Diego International Airport (SDIA).

Status: 5/4/16 – Passed in Assembly Committee on Appropriations by a vote of 20-0 and ordered to Assembly Consent Calendar

Position: Support (2/18/16)

Legislation/Topic

AB 1707 (Linder) – Public Records: response to request

Background/Summary

This bill would require that responses to public record requests demonstrating that a record is exempt from disclosure identify the type(s) of records withheld and the specific exemption that justifies withholding the record.

Anticipated Impact/Discussion

This bill would place unnecessary requirements on Authority record keeping and make the release of records to the public increasingly complicated by requiring lists of exemptions. Additionally, it could also have a negative impact by increasing opportunities for the public to dispute identified exemptions to the release of records.

Status: 4/12/16 – No additional action is expected to occur in 2016

Position: Oppose (4/21/16)

**Shaded text represents new or updated legislative information*

Legislation/Topic
AB 1820 (Quirk) – Unmanned Aerial Systems

Background/Summary

This bill would provide conditions on how law enforcement agencies operate and obtain drones as well as how the data and information they gather is used and stored.

Specifically, this bill would:

- Prohibit a law enforcement agency from using a drone, obtaining a drone from another public agency by contract, loan or other arrangement or using information obtained from a drone used by another public agency except as provided by this bill's provisions
- Apply to all law enforcement agencies and private entities when contracting with or acting as the agent of a law enforcement agency when using a drone
- Require law enforcement agencies to create a policy on their use of drones and make it publicly available
- Prohibit a law enforcement agency from using a drone for surveillance of private property without obtaining a search warrant from the appropriate jurisdiction
- Require images, footage and data obtained through the use of drones to be destroyed within one year except as specified
- Prohibit a law enforcement agency from equipping or arming drones with weapons or other devices that can be carried by, directed by, or launched from that drone
- Provide that specified surveillance restrictions on electronic devices apply to the use or operation of drones by a law enforcement agency

Anticipated Impact/Discussion

Although this bill would not directly impact San Diego International Airport (SDIA) operations, it could result in changes to Harbor Police operations and protocol, resulting in adjustments to our engagement with law enforcement.

Status: 5/4/16 – Passed in Assembly Committee on Appropriations by a vote of 14-6 and ordered to third reading

Position: Watch (3/17/16)

Legislation/Topic
AB 1841 (Irwin) – Cyber Security

Background/Summary

As amended, this bill would require by July 1, 2018, that the Office of Emergency Services (OES), in conjunction with the Department of Technology develop a comprehensive cybersecurity strategy setting standards for state agencies to prepare for cybersecurity interference with or the compromise or incapacitation of critical infrastructure. The state agencies required to coordinate with OES would include every state office, officer, department, division, bureau, board, and commission. OES would

**Shaded text represents new or updated legislative information*

also be required to transmit to the State Legislature by July 1, 2017, a cybersecurity incident response plan, known as the Cyber Security Annex to the State Emergency Plan.

Anticipated Impact/Discussion

As introduced, this bill would have required OES to post cybersecurity strategy information on the internet. As amended, AB 1841 would no longer require this action, reducing access to potentially sensitive information.

Status: 4/21/16 – Passed in Assembly Committee on Governmental Organization by a vote of 21-0 and referred to Assembly Committee on Appropriations

Position: Watch (3/17/16)

Legislation/Topic

AB 2161 (Quirk) – Parking lots: design insurance discount

Background/Summary

This bill would require the California Building Standards Commission with the State Architect and the State Fire Marshal, to consider standards for the installation of vehicle barriers to protect pedestrians and property from vehicle collisions. The bill would also authorize insurers to offer discounts on a property owner’s insurance covering damage or loss or liability based on any reduced risk resulting from the installation of vehicle barriers.

Anticipated Impact/Discussion

The passage of this this bill could benefit the Authority via discounted insurance premiums for SDIA parking facilities.

Status: 4/14/16 – Referred to Assembly Committee on Insurance

Position: Support (3/17/16)

Legislation/Topic

AB 2257 (Maienschein) – Local agency meetings: agenda online posting

Background/Summary

This bill would require an online posting of a meeting agenda by a local agency to have a prominent direct link to the current agenda itself. It would also require the link to be on the local agency’s Internet website homepage, not in a contextual menu on the homepage. The bill would make these provisions applicable on and after January 1, 2019.

**Shaded text represents new or updated legislative information*

Anticipated Impact/Discussion

The passage of this this bill would require the Airport Authority to post meeting agendas in the manner specified by AB 2257.

Status: 4/26/16 – Referred to Assembly Committee on Appropriations

Position: Watch (3/17/16)

Legislation/Topic

AB 2320 (Calderon & Low) – Unmanned Aircraft Systems: regulation

Background/Summary

This bill would prohibit a person who is prohibited from coming within a specified distance of another person, from operating an unmanned aircraft in a way that causes it to fly within the prohibited distance of the other person, or from capturing images of the other person by using an unmanned aircraft. This bill would also prohibit a person required to register as a sex offender for offenses committed after January 1, 2017, from operating an unmanned aircraft. In addition, AB 2320 would prohibit drone use in interfering with emergency responses, following and harassing individuals or bringing prohibited items into a correctional facility.

Anticipated Impact/Discussion

Although this bill is not expected to directly impact any operations at San Diego International Airport, its enactment could prevent drone interference during an emergency situation.

Status: 4/26/16 – Referred to Assembly Committee on Appropriations

Position: Watch (3/17/16)

Legislation/Topic

AB 2611 (Low) – The California Public Records Act: exemptions

Background/Summary

This bill would expand a number of exemptions related to the disclosure of public records to include:

- Disclosures of personal information that would endanger the privacy of those involved in complaints or investigations related to incidents, victims or any person who suffers injury or property damage/loss
- Any audio or video recording depicting the death or serious injury of a peace officer

**Shaded text represents new or updated legislative information*

Anticipated Impact/Discussion

AB 2611 was amended and no longer will provide exemptions for any investigatory or security audio or video recording.

Status: 4/20/16 – Passed in Assembly Committee on Privacy and Consumer Protection by a vote of 9-0 and referred to Assembly Committee on Appropriations.

Position: Watch (4/21/16)

Legislation/Topic

AB 2687 (Achadjian) – Vehicles: Passenger for Hire: Driving Under the Influence

Background/Summary

This legislation would make it unlawful for a person who has 0.04 percent, by weight, or more of alcohol in his or her blood to drive a passenger for hire.

Anticipated Impact/Discussion

Although AB 2687 would not have any direct impact to San Diego International Airport, it could enhance safety for passengers utilizing vehicles for hire to travel to and from SDIA.

Status: 4/26/16 - Referred to Assembly Committee on Appropriations

Position: Watch (4/21/16)

Legislation/Topic

AB 2724 (Gatto) – Unmanned Aircraft

Background/Summary

This bill would require manufacturers of unmanned aircraft (drones) sold in California to include with the aircraft a copy of applicable Federal Aviation Administration (FAA) safety regulations. If the unmanned aircraft is required to be registered with the FAA, a notification of that requirement is to be included as well. AB 2724 would also require that unmanned aircraft equipped with global positioning satellite (GPS) mapping capabilities be equipped with geo-fencing technologies that prohibit the unmanned aircraft from flying within five miles of an airport. This bill would also require the owner of an unmanned aircraft to procure adequate protection against liability for the payment of damages for bodily injury, death and property damage resulting from the operation of the unmanned aircraft. Lastly, this bill would exempt an unmanned aircraft operated pursuant to a current commercial operator exemption from these requirements.

**Shaded text represents new or updated legislative information*

Anticipated Impact/Discussion

This bill could benefit San Diego International Airport (SDIA) by creating regulations that foster a safer operating environment for unmanned aircraft. Its provisions to require geo-fencing capabilities for all GPS enabled unmanned aircraft could reduce or eliminate the operation of unmanned aircraft within a five mile radius of the SDIA.

Status: 3/17/16 – Amended and re-referred to Assembly Committee on Privacy and Consumer Protection

Position: Support (4/21/16)

Senate Bills from Previous Report

Legislation/Topic

SCR 114 (Fuller) – Aviation Awareness Month

Background/Summary

SCR 114 is a Senate Concurrent Resolution that would designate the month of April 2016 as Aviation Awareness Month.

Anticipated Impact/Discussion

This resolution would benefit the Authority by creating additional opportunities for outreach and visibility regarding our legislative priorities and other activities.

Status: 4/25/16 – Adopted in Senate by a vote of 39-0. Approved by Assembly Committee on Rules on a vote of 11-0 and ordered to Assembly Consent Calendar

Position: Support (3/17/16)

Legislation/Topic

SB 868 (Jackson) – State Remote Piloted Aircraft Act

Background/Summary

As amended, this bill would enact the State Remote Piloted Aircraft Act, establishing conditions for operating remote piloted aircraft and a requirement for the procurement of liability insurance or proof of financial responsibility. It would also authorize the Department of Transportation and Office of Emergency Services to adopt rules and regulations governing the conditions under which remote piloted aircraft may be operated. Unless the consent of the owner/operator, a waiver exemption or other authorization has been obtained, operation of remote piloted aircraft would be prohibited in any of the following circumstances:

- Within 500 feet of “critical infrastructure”
- Within 1,000 feet of a heliport

**Shaded text represents new or updated legislative information*

- Within five miles of an airport
- Within immediate reaches of the “enveloping atmosphere” of private property
- Within airspace of state parks
- Within airspace overlaying lands or waters managed by the Department of Fish and Wildlife
- Within 500 feet of the State Capitol or other buildings housing state legislative offices and chambers
- Within any other area deemed to present an imminent danger to public health and safety

Anticipated Impact/Discussion

This bill would benefit San Diego International Airport (SDIA) by identifying and prohibiting allowable areas for remote piloted aircraft. Additionally, it provides SDIA with a consistent point of contact and identifies authority within the State government (the Department of Transportation) to oversee drone related issues and concerns.

Status: 4/26/16 – Amended and referred to Senate Committee Appropriations

Position: Support (2/18/16)

Legislation/Topic

SB 949 (Jackson) – Emergency services: critical infrastructure information

Background/Summary

This bill would authorize the Governor to require owners and operators of critical infrastructure to submit information regarding their operations to the Office of Emergency Services or any other designee, for the purposes of gathering, analyzing, communicating or disclosing critical infrastructure information. This bill also provides that critical infrastructure information obtained pursuant to this bill would be confidential and not subject to disclosure under the California Public Records Act, subpoena, discovery or admissible as evidence in any private action.

Anticipated Impact/Discussion

This bill would require Airport Authority staff to provide critical infrastructure information to the Office of Emergency Services when requested by the Governor.

Status: 4/12/16 – Hearing cancelled at the request of author

Position: Watch (3/17/16)

**Shaded text represents new or updated legislative information*

Legislation/Topic
SB 1035 (Hueso) – Transportation Network Companies

Background/Summary

This bill would authorize the Public Utilities Commission (PUC) to implement the following authorizations related to the operation of transportation network companies (TNCs):

- To fix rates and establish rules for TNCs, prohibit discrimination, and award reparation for the exaction of unreasonable, excessive, or discriminatory charges by a TNC
- Require the PUC, in consultation with the Department of California Highway Patrol, the United States Department of Justice, and local law enforcement, if they choose, to study specific background check measures and adopt those measures if it is determined they would enhance public safety
- Require that the study contain additional information regarding TNC insurance and accessibility issues for disabled populations
- Authorize the PUC to collect data from TNCs and commence a proceeding to determine how that data can best be shared with local government and planning agencies for transportation and environmental purposes
- Authorize peace officers to enforce and assist with violations of the Passenger Charter-party Carriers Act with respect to TNCs
- Authorize peace officers to impound any vehicle of a charter-party carrier for 30 days if the carrier does not have a valid permit or certificate, or the driver does not have the proper license, endorsement or required certificate.

Anticipated Impact/Discussion

Although this bill could result in enhanced background checks for TNC drivers, SB 1035 would initiate several other TNC actions such as the setting of rates.

Status: 4/20/16 – Failed passage in Senate Committee on Transportation and Housing by a vote of 5-3

Position: Watch (4/21/16)

Legislation/Topic
SB 1215 (Allen) – California Aerospace Commission

Background/Summary

This bill would establish the California Aerospace Commission to foster the development of activities in the state related to aerospace, including, but not limited to: aviation, commercial and governmental space travel, unmanned aerial vehicles, aerospace education and job training, infrastructure and research launches, manufacturing, academic and applied research, economic diversification, business development, tourism, and education.

**Shaded text represents new or updated legislative information*

Anticipated Impact/Discussion

The passage of this bill could benefit the Authority by creating additional interest and resources in aviation and its related fields.

Status: 4/18/16 – Placed on Senate Appropriations Committee suspense file

Position: Watch (3/17/16)

Legislation/Topic

SB 1231 (Hueso) – Charter-party carriers of passengers: consumer protection

Background/Summary

SB 1231 is currently a placeholder “spot bill” and would declare the intent of the State Legislature to enact legislation that would address consumer protection with respect to charter-party carriers of passengers.

Anticipated Impact/Discussion

This bill will be closely monitored as the author develops more substantive bill language.

Status: 3/3/16 – Referred to the Senate Committee on Rules

Position: Watch (3/17/16)

**Shaded text represents new or updated legislative information*

Federal Legislation

New House Bills

H.R. 2844 (Collins) – Fiscal Year 2017 Transportation, Housing and Urban Development, and Related Agencies Appropriations Act

Background/Summary

H.R. 2844 would provide annual funding for the Federal Aviation Administration (FAA) and aviation programs. This bill would fund the Airport Improvement Program (AIP) at a level of \$3.35 billion, and would prohibit the FAA from requiring airports to provide space free of charge in airport owned buildings. The Committee report accompanying this bill states that funding to transfer the ATC functions from the FAA will be prohibited.

Anticipated Impact/Discussion

If enacted, this bill would provide continued funding in FY 2017 for the FAA and aviation programs that benefit SDIA, such as AIP and other airport priorities.

Status: 4/21/16 – Approved by Senate Appropriations Committee

Position: Support

H.R. 4698 (Katko) – The Securing Aviation from Foreign Entry Points and Guarding Airports Through Enhanced Security Act of 2016

Background/Summary

H.R. 4698, the SAFE Points and GATES Act, was introduced to address security at international last point of departure airports to the U.S. Specific provisions in the bill include:

- Requires the Transportation Security Administration (TSA) Administrator to produce a security risk assessment of all last point of departure airports with nonstop flights into the United States. The report shall include the passenger security screening practices, capabilities, and capacity and security vetting undergone by aviation workers at each last point of departure airport.
- Requires the TSA Administrator to submit to Congress and the Government Accountability Office (GAO) a plan to enhance and bolster security collaboration, coordination, and information sharing among Customs and Border Protection (CBP), other U.S. and foreign government agencies, and cargo and passenger airlines related to flights bound for the United States in order to enhance security capabilities at foreign airports
- Requires the GAO to review the efforts, capabilities, and effectiveness of the TSA to enhance security capabilities at foreign airports and determine if the

**Shaded text represents new or updated legislative information*

implementation of such efforts and capabilities effectively secures international-inbound aviation

- Requires the TSA Administrator to submit to Congress a comprehensive workforce assessment of all personnel in the TSA's Office of Global Strategies who are working on transportation security issues
- Allows the TSA Administrator to donate screening equipment to last point of departure airports if such equipment can be reasonably expected to mitigate a specific vulnerability to the security of the United States or United States citizens
- Permits the TSA Administrator to evaluate foreign air cargo security programs to determine whether such programs provide a level of security commensurate with the level of security required by United States air cargo security programs

Anticipated Impact/Discussion

If enacted, this bill would direct the Administrator of the TSA to perform a number of assessments and actions to enhance the security, coordination and information sharing amongst U.S. and foreign airports, U.S. and foreign government agencies as well as cargo and passenger airlines.

Status: 4/27/16 – Passed by the House on a voice vote and referred to Senate Committee on Science, Commerce and Transportation

Position: Watch

H.R. 5056 (Keating) – The Airport Perimeter Control and Access Control Security Act of 2016

Background/Summary

H.R. 5056 was introduced to improve airport security by mandating updated risk assessments and the development of strategic security plans, including for employee access control points and airport perimeters. Specific provisions include:

- Requires the Transportation Security Administration (TSA) Administrator to update the Transportation Sector Security Risk Assessment (TSSRA) for the aviation sector
- Requires the TSA Administrator to update the Comprehensive Risk Assessment of Perimeter and Access Control Security and determine a timeframe for additional updates.
- Requires the TSA Administrator to conduct a system wide assessment of airport access control points and airport perimeter security
- Requires the TSA Administrator to provide reports on the security risk assessments to the House Homeland Security Committee and the Senate Commerce Committee
- Requires the TSA Administrator to update the 2012 National Strategy for Airport Perimeter and Access Control Safety

**Shaded text represents new or updated legislative information*

Anticipated Impact/Discussion

If enacted, H.R. 5056 would direct the Administrator of the TSA to perform a number of assessments and actions to enhance the security and understanding of threats and risks to airport perimeters and access control points. These actions could result in changes to SDIA security procedures.

Status: 4/28/16 – Approved by House Committee on Homeland Security

Position: Watch

House Bills from Previous Report

H.R. 636 (Tiberi) – Federal Aviation Administration Reauthorization Bill

Background/Summary

H.R. 636 was significantly amended in the Senate to serve as the Senate version of the Federal Aviation Administration (FAA) Reauthorization bill. This bill would reauthorize FAA programs for 18 months and authorize \$3.75 billion for the Airport Improvement Program in Fiscal Year 2017. In addition, H.R. 636 would require the FAA to create an Airspace Management Advisory Committee to review FAA practices related to airspace that affects operations, airport capacity, the environment, or communities within the vicinity of airports. The bill also includes the text of two security bills, S. 2361 and H.R. 2843 that would increase the vetting of aviation employees with access to secure areas, increase random screening of airport workers accessing secure areas, increase oversight of airport management of Secure Identification Display Areas (SIDA) credentials and improve the marketing efforts to increase enrollment in Transportation Security Administration (TSA) PreCheck program.

Anticipated Impact/Discussion

Although this bill would increase the AIP program by \$400 million, it does not include an increase to the current \$4.50 Passenger Facility Charge (PFC) limit and does not include language that would assist in reestablishing nonstop air service between San Diego and Ronald Reagan Washington National Airport.

Status: 4/19/16 – Passed the Senate on a vote of 95-3

Position: Oppose Unless Amended (3/17/16)

Legislation/Topic

H.R. 1835 (Mica) – The Air Traffic Controller Reform and Employee Stock Ownership Act of 2015

Background/Summary

This bill would privatize some facets of the nation's air traffic control system and create a new private corporation that would oversee functions currently handled by the Federal

**Shaded text represents new or updated legislative information*

Aviation Administration (FAA). The Secretary of Transportation would be required to submit a transfer plan to Congress within 60 days of enactment of H.R. 1835.

Anticipated Impact/Discussion

This bill is being closely monitored by the Authority's legislative team for any potential impact to San Diego International Airport. Legislation similar to H.R. 1835, which would create a federally-chartered, fully independent, not-for-profit corporation to administer Air Traffic Control (ATC), was included in H.R. 4441, the Aviation Innovation, Reform and Reauthorization Act of 2016.

Status: 4/16/15 – Introduced and Referred to the House Committee on Transportation and Infrastructure and the House Committee on Oversight and Government Reform

Position: Watch (5/21/15)

Legislation/Topic

H.R. 2127 (Thompson) – The Securing Expedited Screening Act

Background/Summary

This bill would require the Transportation Security Administration (TSA) to limit expedited security screening at airports to passengers enrolled in a Department of Homeland Security trusted traveler program, members of the armed forces, and other low-risk travelers.

Anticipated Impact/Discussion

This legislation is not expected to result in any significant impact to San Diego International Airport operations.

Status: 7/27/15 – Approved by the House on a voice vote and referred to the Senate Committee on Commerce, Science and Transportation

Position: Watch (7/23/15)

Legislation/Topic

H.R. 2530 (Duckworth) – The Friendly Airports for Mothers Act of 2015

Background/Summary

This bill would require large and medium hub airports to install and maintain post-security lactation areas at each airport terminal building. These areas must have a locking door, sitting area, flat surface, electrical outlet, and accessibility compliant with the Americans with Disabilities Act (ADA), and must not be located in a restroom.

**Shaded text represents new or updated legislative information*

Anticipated Impact/Discussion

The legislation is not expected to require any changes to SDIA airport facilities as post-security lactation areas in the terminals already exist. H.R. 4441, The Aviation Innovation, Reform and Reauthorization Act of 2016 has included language that would require similar accommodations for nursing mothers.

Status: 5/21/15 – Introduced and referred to the House Committee on Transportation and Infrastructure

Position: Watch (7/23/15)

Legislation/Topic

H.R. 2750 (Katko) – The Improved Security Vetting for Aviation Workers Act of 2015

Background/Summary

This bill would codify recommendations issued by the Department of Homeland Security Inspector General related to the vetting and badging of airport employees. This bill would require the establishment of new guidance procedures for the annual review of badging offices by the end of 2015. Inspections will include a review of applicants' Criminal History Records Check (CHRC) and work authorization documentation. The legislation would also require airport badging offices to indicate, on an employee's credentials, the date their authorization to work in the United States ends. Further, the bill would require the Transportation Security Administration (TSA) to review cases involving credentials denied due to issues determining the legal status of an employee. The findings of this review will be used to identify and correct weaknesses of airports.

Anticipated Impact/Discussion

If enacted, Authority staff will coordinate with TSA staff on any actions necessary to implement these new requirements.

Status: 7/27/15 – Approved by the House on a voice vote and referred to the Senate Committee on Commerce, Science and Transportation

Position: Watch (7/23/15)

Legislation/Topic

H.R. 2770 (Rice) – The Keeping Our Travelers Safe and Secure Act

Background/Summary

This bill would require the Transportation Security Administration (TSA) Administrator to develop and implement a preventative maintenance validation process for security-related screening technology at airports.

**Shaded text represents new or updated legislative information*

Anticipated Impact/Discussion

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

Status: 7/27/15 – Approved by the House on a vote of 380-0 and referred to the Senate Committee on Commerce, Science and Transportation

Position: Watch (7/23/15)

Legislation/Topic

H.R. 2776 (Cohen) – The Carry-On Freedom Act of 2015

Background/Summary

This bill would direct the Secretary of Transportation to issue regulations that prevent airlines that charge a fee for checked baggage from reducing the size of carry-on luggage from the size standards utilized by airlines on June 8, 2015.

Anticipated Impact/Discussion

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

Status: 6/15/15 – Introduced and referred to the House Committee on Transportation and Infrastructure

Position: Watch (7/23/15)

Legislation/Topic

H.R. 2843 (Katko) – The TSA PreCheck Expansion Act

Background/Summary

This bill would require the Transportation Security Administration (TSA) Administrator to coordinate with private sector partners to increase public enrollment in the PreCheck Program and to maximize the availability of PreCheck screening, particularly during peak and other high volume travel times.

Anticipated Impact/Discussion

Authority staff will coordinate with TSA staff as needed to assist in implementing the actions in H.R. 2843 if this legislation is enacted.

Status: 7/27/15 – Approved by the House on a voice vote
12/9/15 – Amended and approved by the Senate Committee on Commerce, Science and Transportation

Position: Watch (7/23/15)

**Shaded text represents new or updated legislative information*

Legislation/Topic

H.R. 3102 (Katko) – Airport Access Control Security Improvement Act of 2015

Background/Summary

This bill would direct the Administrator of the TSA to establish a risk-based, intelligence-driven model for screening airport employees based on level of employment related access to secure areas. The Administrator would also be required to determine the types of federal disqualifying criminal offenses to be used in denying employee credentials necessary to access Secure Identification Display Areas (SIDAs) of airports and establish a national database.

Anticipated Impact/Discussion

If enacted, this legislation could alter the current screening process for employees at SDIA and may affect the current process used by Airport Authority staff in determining the eligibility of airport employees obtaining SIDA credentials.

Status: 10/6/15 – Approved by the House by voice vote and referred to the Senate Committee on Commerce, Science and Transportation

Position: Watch (1/21/16)

Legislation/Topic

H.R. 3384 (Meng) – Quiet Communities Act of 2015

Background/Summary

This bill would require the Environmental Protection Agency (EPA) to reestablish the Office of Noise Abatement and Control - established in 1972 and defunded since 1982 - and require the Administrator to conduct an airport noise study, and submit the results to Congress.

Anticipated Impact/Discussion

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

Status: 7/29/15 – Introduced and referred to the House Committee on Transportation and Infrastructure and the House Committee on Energy and Commerce

Position: Watch (12/17/15)

**Shaded text represents new or updated legislative information*

Legislation/Topic

H.R. 3584 (Katko) – Transportation Security Administration Reform and Improvement Act of 2015

Background/Summary

H.R. 3584 is a compilation of several other legislative bills and would:

- Authorize a pilot project to establish a secure, automated biometric-based system at airports to verify the identity of PreCheck passengers
- Expand enrollment in PreCheck by adding private sector application capabilities
- Ensure that TSA PreCheck screening lanes are open and available during peak and high-volume travel times at airports
- By December 31, 2017, establish a secure, automated system at all large hub airports for verifying travel and identity documents of passengers who are not members of the TSA PreCheck program
- Develop a process for regularly evaluating the root causes of screening errors at airport checkpoints so corrective measures can be identified
- Require the completion of a comprehensive, agency-wide efficiency review

Anticipated Impact/Discussion

This bill could benefit operations at SDIA by potentially streamlining TSA operations at checkpoints through biometric-based screening and increased use of the PreCheck program, thereby reducing passenger screening wait times.

Status: 2/23/16 – Approved by the House on a voice vote and referred to Senate Committee on Commerce, Science and Transportation

Position: Support (3/17/16)

Legislation/Topic

H.R. 3965 (Gallego) – FAA Community Accountability Act of 2015

Background/Summary

This bill would require the FAA Administrator to undertake actions to limit negative impacts of the implementation of the Next Generation Air Transportation System (NextGen) on individuals living in the vicinity of affected airports and allow the Administrator to give preference to overlays of existing flight paths and procedures to ensure land use compatibility. The following are specific provisions included in the bill:

- The Administrator would be required to appoint an FAA Community Ombudsman for each region of the FAA to serve as a liaison between affected communities and the Administrator.
- Ombudsmen would also monitor the impact of NextGen implementation on communities near affected airports and make recommendations to the Administrator to address community concerns and consider community input.

**Shaded text represents new or updated legislative information*

- FAA could not implement revisions of flight paths or procedures via a categorical exemption (under NEPA) if an ombudsman or airport operator notifies the FAA that proposed changes will have a significant adverse impact on individuals in the vicinity of such airport or if extraordinary circumstances exist.
- FAA would be required to provide a 30-day public comment period before deeming new or revised flight paths covered under a categorical exemption.
- The Administrator would be required to reconsider a flight path or procedure established or revised under NextGen if an FAA Community Ombudsman or affected airport operator notifies the Administrator that the changes would result in significant adverse impact on the human environment in the vicinity of the airport.

Anticipated Impact/Discussion

This legislation would enhance the role of the Authority and residents living in close proximity to the airport during the consideration and implementation of the NextGen Air Transportation System.

Status: 11/5/15 – Introduced and referred to the House Committee on Transportation and Infrastructure

Position: Support (12/17/15)

Legislation/Topic

H.R. 4441 (Shuster) – The Aviation Innovation, Reform and Reauthorization Act of 2016

Background/Summary

This bill would authorize funding for the Federal Aviation Administration and related federal aviation programs for the next six years. A major provision in this legislation would create a new Air Traffic Control Corporation governed by an eleven member board of directors, four of whom would represent airlines. The bill does not include any airport representatives on the governing board. Although H.R. 4441 would increase Airport Improvement Program (AIP) authorizations each fiscal year – reaching a level of approximately \$4 billion in FY 2022 – this bill would not increase the \$4.50 Passenger Facility Charge (PFC) limit. In addition, H.R. 4441 does not include any provision to alter the “perimeter rule” that restricts nonstop flights from Ronald Reagan Washington National Airport (DCA) to a distance of 1,250 miles.

Anticipated Impact/Discussion

Although the increase in AIP funding authorizations proposed in H.R. 4441 would provide some additional funds for SDIA projects, the benefit to SDIA would not be significant. Because there is no increase in the PFC limit, as supported by the airport industry, and because this bill would not provide any assistance in reestablishing a nonstop flight to DCA – both of which are legislative priorities for the Airport Authority –

**Shaded text represents new or updated legislative information*

the enactment of H.R. 4441 would result in a “status quo” situation for SDIA. As this bill is a six-year measure, the Airport Authority would have little, if any, chance of increasing the PFC limit or achieving changes to the perimeter rule to assist in reestablishing nonstop service to DCA until 2023 under this legislation. The Authority’s legislative team will work with airport industry advocates and our Congressional delegation members to amend H.R. 4441 as the legislation moves forward.

Status: 2/11/16 – Approved by House Transportation and Infrastructure Committee by a vote of 34 to 25

Position: Oppose Unless Amended (2/18/16)

Senate Bills from Previous Report

Legislation/Topic **S.1608 (Feinstein) – Consumer Safety Drone Act**

Background/Summary

This bill would require the Administrator of the Federal Aviation Administration to issue a regulation governing the operation of consumer drones. Specifically, the regulation would include: limits on altitude for consumer drones; a means of preventing unauthorized operation within protected airspace; a system that enables the avoidance of collisions; a technological means to maintain safety in the event of compromised communications between drone and operator; and a means to prevent tampering with safety mechanisms and educational materials for consumers.

Anticipated Impact/Discussion

This legislation would assist Authority staff in maintaining public safety and could help prevent drone incursions on airport property and in the flight path of aircraft operating at SDIA.

Status: 6/18/15 – Introduced and referred to the Senate Committee on Commerce, Science and Transportation

Position: Support (9/17/15)

Legislation/Topic **S. 2361 (Thune) – Airport Security Enhancement and Oversight Act**

Background/Summary

This bill would require the Administrator of the TSA to determine the level of risk posed to the domestic air transportation system by individuals with unescorted access to secure areas. It would also require additional oversight of the credentialing and vetting process for unescorted personnel. Specifically, the bill includes the following provisions:

**Shaded text represents new or updated legislative information*

- Requires the TSA Administrator to issue guidance to airport operators regarding placement of an expiration date on each airport credential issued to non-U.S. citizens for the time they are authorized to work in the U.S.
- Requires the TSA Administrator to enhance the eligibility requirements and disqualifying criminal offenses for individuals seeking or having unescorted access to an airport SIDA
- Ensures that the TSA Administrator is authorized to receive additional access to Terrorist Identities Datamart Environment data
- Requires the TSA Administrator to develop and implement performance metrics to measure the effectiveness of security for airport SIDAs
- Requires the TSA Administrator to increase covert testing of airport access controls to airport SIDAs
- Requires the TSA Administrator to submit reports to Congress on TSA's actions to improve aviation security under this bill

Anticipated Impact/Discussion

If enacted, this legislation may affect the current process used by Airport Authority staff in determining the eligibility of airport employees to obtain SIDA credentials.

Status: 12/7/15 – Approved by Senate Committee on Commerce, Science and Transportation

Position: Watch (1/21/16)

**Shaded text represents new or updated legislative information*

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Reject the Claim of Kelly Markes

Recommendation:

Adopt Resolution No. 2016-0036, rejecting the Claim of Kelly Markes.

Background/Justification:

On April 11, 2016, Kelly Markes filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging that she sustained injuries to her right shin and right forearm as a result of falling on an escalator in the parking lot of Terminal One at San Diego International Airport. Markes claims damages in the amount of \$7,985.10 that include medical costs and pain and suffering.

On February 22, 2016, Markes claims she entered the escalator at the top with her luggage behind her. She states the luggage caught on the moving steps behind her and pushed her forward. She claims she fell face first and landed on her forearm and shin, causing gashes that required stitches.

Markes's claim should be denied. An investigation into the incident revealed no notice of a dangerous or unsafe condition. By her own admission, claimant's luggage was the cause of the fall. A Harbor Police report was done at the time of the incident but Markes refused transport and treatment by Medic 63.

Fiscal Impact:

Not Applicable.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §15065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

SUZIE JOHNSON
GENERAL COUNSEL

SDCRAA
 APR 11 2016
 Corporate & Information Governance

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
 ACCIDENT OR DAMAGE CLAIM FORM

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

CLAIM FORM SUBMITTED MUST HAVE AN ORIGINAL "WET" SIGNATURE

FOR AUTHORITY CLERK USE ONLY
Document No.: CL-263
Filed: APRIL 11, 2016

1) Claimant Name: KELLY MARKES	
2) Address to which correspondence regarding this claim should be sent: 1674 MELROSE AVE. #15 Chula Vista, CA. 91911	
Telephone No.: 831-245-8700	Date: 4-8-16
3) Date and time of incident: 2-22-16 2318 hrs.	
4) Location of incident: ESCALATOR LEADING TO LOT 1 OF TERMINAL 1 PARKING LOT.	
5) Description of incident resulting in claim: SEE ATTACHED PAPER WORK.	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known: NONE	
7) Persons having firsthand knowledge of incident:	
Witness (es) SEE ATTACHED PAPER WORK	Physician(s): ZAMBRANA, GEORGE
Name: PAPER WORK	Name: SHARP MEDICAL CENTER
Address:	Address: 751 MEDICAL CENTER COURT Chula Vista, CA. 91911
Phone:	Phone: 619-502-5800

8) Describe property damage or personal injury claimed:

AS STATED IN SECTION # 5

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

KELLY MARKES
1674 MELROSE AVE. # 15
CHULA VISTA, CA. 91911

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

AS STATED IN SECTION # 10

Dated: 4-8-16 Claimant: Kelly Markes
(Signature)

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

Mail completed original form to:

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

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KELLY MARKES.
CASE # 16-00825
REPORT # 16-00825.1

SECTION # 5

PAIN:

AFTER ENTERING ESCALATOR FROM TOP LEVEL HAVING LUGGAGE BEHIND HER. LUGGAGE CATCHES ON MOVING STEPS CAUSING HER TO BE PUSHED FORWARD.

FALLING FACE FIRST, LANDING ON HER RIGHT FORE ARM & HAND & SLIDING DOWN ON HER RIGHT SHIN.

RIGHT SHIN RECEIVED 6 GASHES, 3 REQUIRED STITCHS (15 IN TOTAL)

RIGHT FOREARM RECEIVED 4 LONG LIGHT GASHES REQUIRING NO STITCHS.

RIGHT HAND BRUISED & AFTER ONE DAY RIGHT HAND BECAME SWOLLEN MAKING IT HARD TO USE. (STILL IN LIGHT PAIN & HARD TO USE TO THIS DAY.

CASE # 16-00825

(2)

SECTION # 5

SUFFERING PART:

KELLY WORKS FOR SEA WORLD,
HER UNIFORM IS TO WEAR SHORTS &
SHIRTS. WORK REQUIRES HER TO
WALK 1 to 2 MILES A DAY & HER
HAND TO HELP LOAD & UNLOAD THE
QUEST FROM WATER RIDES. THESE
SCARES HAVE LEFT HER IN A STATE
OF MIND THAT SHE IS NOW UGLY
& A LACK OF SELF CONFIDANTS.
SHE STATES SHE WILL NEVER
USE AN ESCALATOR AGAIN IF SHE
CAN HELP IT.

CASE # 16-00825
SECTION #10

(3)

KNOWING THIS KIND OF ACCIDENT IS
A COMMON ACCORDANCE AT THE
AIRPORT & KNOWING THERE IS
A HIGH RISK OF REPEATING IT,
SELF TELLS ME U HAVE DONE
LITTLE TO PREVENT THIS PROBLEM.
THESE STATEMENTS HAVE COME
FROM THE 2 WITNESS'S & MEDIC 63.

- SAME STATEMENT MADE BY HARBOR POLICE -

- DAMAGES -

- MEDICAL COST - - PAIN -

3-23-16

\$ 2,543.10

4-4-16

\$ 442.00

TOTAL \$ 2,985.10

- SUFFERING -

TOTAL

\$ 5,000.00

TOTAL CLAIMS - \$ 7,985.10 -

CLAIM PAID IS CLAIM CLOSED

MEDICAL CENTER WAITING FOR PAYMENT.



San Diego Harbor Police Public Records Request

ATTACHMENT A

Case No. 16-00825

1

Primary Victim: Markes, Kelly Ann

Report No. 16-00825.1

Page 1 of 2

GENERAL CASE INFORMATION

Primary Charge: 981000 - ZZ - MISCELLANEOUS INCIDENTS	
Location, City, State, ZIP: 3665 North Harbor Drive, San Diego, CA 92101	Call For Service Date/Time 02/22/2016 23:18:55 (Monday)
Occurrence Date/Time 02/22/2016 23:02:00 (Monday)	Call For Service Event Type: HPD153

VICTIM/S

Victim #1

Name: Markes, Kelly Ann	Sex: F	Age: 55	Injury:
Home Address, City, State, ZIP: 1674 Melrose Ave Apt 15, Chula Vista, CA 91911			
Victim Of: 981000 - ZZ - MISCELLANEOUS INCIDENTS			
Employment Status:	Occupation/Grade:	Employer/School:	Employer Address, City, State Zip:

IBR/UCR OFFENSE/S

Offense Description: 981000 - ZZ - MISCELLANEOUS INCIDENTS	Level: O	Against:	Completed? Yes	Counts
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ARRESTEE/S

SUSPECT/S (Not Yet Arrested)

WITNESSES

Witness #1

Name: Guzdek, Michelle	Sex:	Age:	Injury:
Home Address, City, State, ZIP:			
Employment Status:	Occupation/Grade:	Employer/School:	Employer Address, City, State Zip:

Witness #2

Name: Bassanini, Kelsey	Sex:	Age:	Injury:
Home Address, City, State, ZIP:			
Employment Status:	Occupation/Grade:	Employer/School:	Employer Address, City, State Zip:

CERTIFIED TRUE COPY
 I certify that the information requested will be used solely for those limited purposes stated and not to harass, degrade or humiliate any person. The requesting agency or person hereby agrees to indemnify and hold harmless the San Diego Harbor Police Department and the San Diego United Port District for any liability arising out of the improper use of information received.

OTHER ENTITIES

PROPERTY

REPORT NARRATIVE

SYNOPSIS:

On 02/22/16, Kelly Ann Markes, fell down the escalator leading to lot 1 of Terminal 1 parking lot. Markes was knocked down by her luggage, which was on the step behind her. Markes had bandaged wrap on her right shin, which showed obvious trauma, with blood. Markes was wearing tennis shoes. Medics 63 arrived, but Markes refused transport to any medical facility. San Diego Harbor Police provided no first aid.

ORIGIN:

On 02/22/16, approximately 2318 hrs, Harbor Police responded to Shuttle Island, terminal 1, for a female who fell on the escalator.

Reporting Officer HB5215 - Davis, Sam	Division / Organization Harbor Police Records
Report Date 02/23/2016 01:27:47	Detective Assigned



San Diego Harbor Police Public Records Request

ATTACHMENT A

Case No. 16-00825

2

Primary Victim: Markes, Kelly Ann

Report No. 16-00825.1

Page 2 of 2

INVESTIGATION:

I arrived to Shuttle Island, terminal 1 and made contact with Kelly Ann Markes. Markes was sitting on a bench with her right leg elevated cross the bench. Markes leg had been bandaged up by good Samaritans, who witnessed Markes fall. Markes stated she got on to the escalator and her bag bumped her from behind, causing her to lose her footing. Markes stated she was at the top of the escalator and fell down about half way down. Markes stated two (2) witnesses helped her up and they applied the bandages that were on her right shin. I summoned Medic 63 to further evaluate her injuries. Medics 63 arrived and decided not to un-wrap her bandage. Markes refused any further assistance and stated that she will seek further medical aid on her own.

After I gave Markes my business card with the case number, I called SOC to see if they had video footage of the fall. After about 15 minutes, SOC stated they had video of the incident. I reviewed the video, which showed Markes falling down the escalator after she steps on.

EVIDENCE: see photos

INJURIES: right shin area and right wrist. See photo

PROPERTY DAMAGE: None

FOLLOW-UP: request video for SOC. Camera number 2014-1PX-T1P-ESC-4B, time frame 11:02:30 pm to 11:02:51 pm

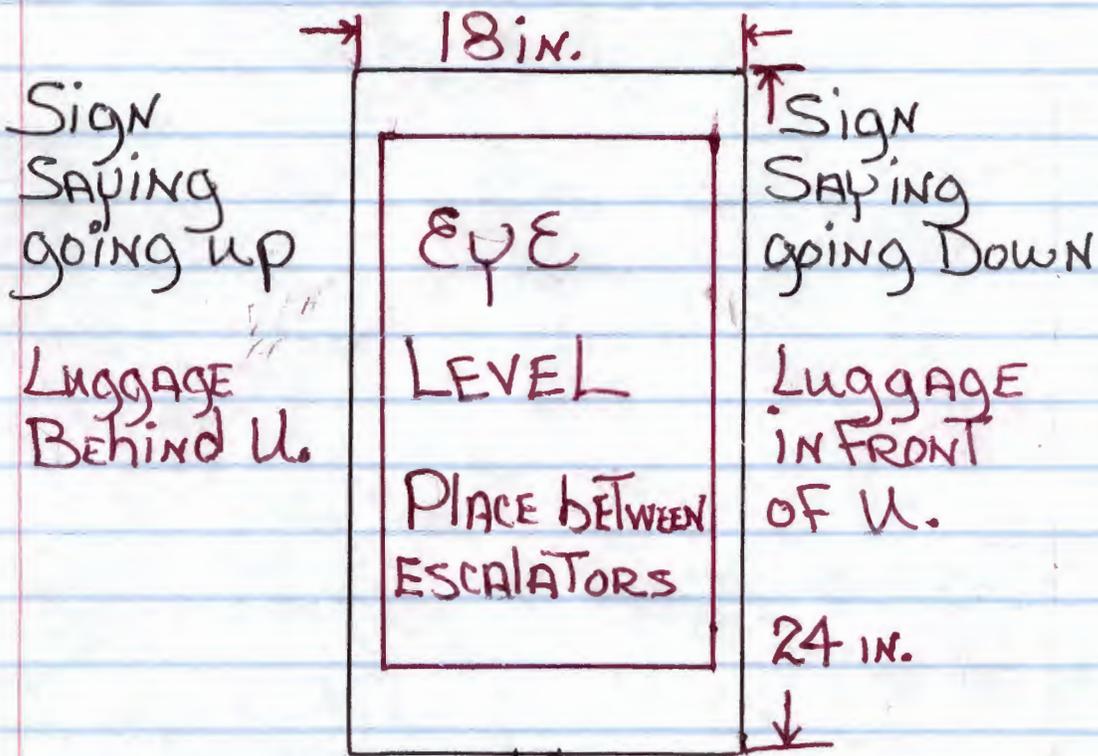
RELATED REPORT: None

CERTIFIED TRUE COPY
I certify that the information requested will be used solely for those limited purposes stated and not to harass, degrade or humiliate any person. The requesting agency or person hereby agrees to indemnify and hold harmless the San Diego Harbor Police Department and the San Diego Unified Port District for any liability arising out of the improper use of information requested.

Reporting Officer HB5215 - Davis, Sam	Division / Organization Harbor Police Records	
Report Date 02/23/2016 01:27:47	Detective Assigned	

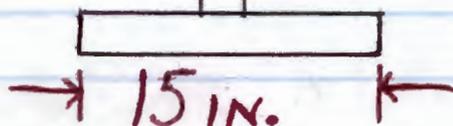
①

- A SIMPLE SIGN -



Reduce Liability

Stick CHARACTERS To show The Right Way To Ride ESCALATOR AS SEEN ON SAFTY CARD ON PLANES.



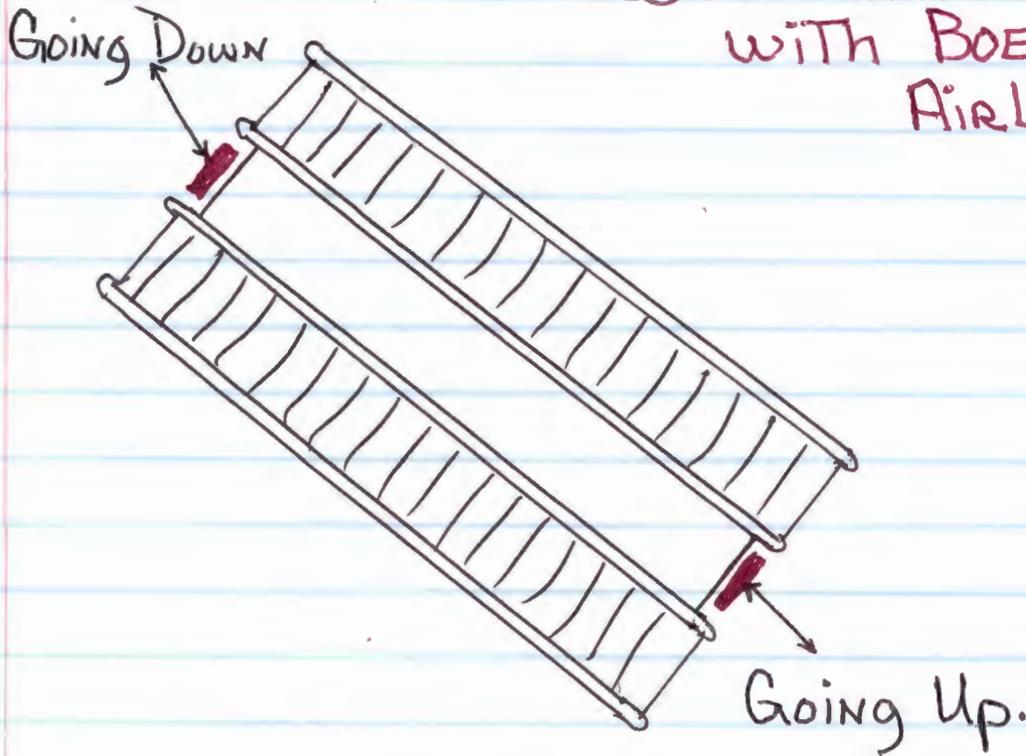
(2)

- REGIONAL AIRPORT AUTHORITY -

My NAME is:
JIM MULKEY

- I AM A PROBLEM SOLVER -
- LETS TRY THIS -

SUBCONTRACTS
WITH BOEING
AIRLINES



- LETS TALK -

831-245-9907

ATTACHMENT A



MULKEYLAND

**Precision Milling & Turning
Prototype - Production**

Jim Mulkey
16890 Church St. #6A
Morgan Hill, CA 95037

~~Office: 408-779-9888~~
~~Home: 408-779-9888~~
Cell: 831-245-9907

RESOLUTION NO. 2016-0036

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY REJECTING THE CLAIM OF KELLY
MARKES.

WHEREAS, on April 11, 2016, Kelly Markes filed a claim with the San Diego County Regional Airport Authority for injuries she claims to have suffered as the result of falling on an escalator in Parking Lot of Terminal One at San Diego International Airport on February 22, 2016; and

WHEREAS, at its regular meeting on May 19, 2016, the Board considered the claim filed by Kelly Markes and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board rejects the claim of Kelly Markes; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at its regular meeting this 19th day of May, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Reject the Claim of Mahnaz Kasraie

Recommendation:

Adopt Resolution No. 2016-0037, rejecting the Claim of Mahnaz Kasraie.

Background/Justification:

On April 12, 2016, Mahnaz Kasraie filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging that she sustained injuries to her arm, shoulder and neck as a result of a stall door falling on her as she exited the stall in a restroom in Terminal Two at San Diego International Airport. Kasraie claims damages in the amount of \$100,000 to include medical, future medical and pain and suffering.

On October 15, 2016, Kasraie claims she was exiting a restroom stall when the door fell on her. She states the door came down and hit her back and shoulder blades. She states she had a visible bruise on her left arm and continues to suffer from arm, shoulder and neck pain.

Kasraie's claim should be denied. An investigation into the incident revealed no notice of a dangerous or unsafe condition. According to the Harbor Police report she had no idea how the door came down. Witness statements at the time indicate she was already on disability for her knee, back and wrist. Claimant refused any treatment other than an ice pack for her arm and boarded her flight as planned.

Fiscal Impact:

Not Applicable.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §15065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

SUZIE JOHNSON
GENERAL COUNSEL

SDCRAA
 APR 13 2016
 Corporate & Information Governance

ATTACHMENT A

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
 ACCIDENT OR DAMAGE CLAIM FORM**

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

CLAIM FORM SUBMITTED MUST HAVE AN ORIGINAL "WET" SIGNATURE

FOR AUTHORITY CLERK USE ONLY
Document No.: <u>CL-264</u>
Filed: <u>APRIL 13, 2016</u>

1) Claimant Name: Mahnaz "Nancy" Kasraie	
2) Address to which correspondence regarding this claim should be sent: Hamilton & McInnis, LLP 3110 Camino del Rio S., Suite 203 San Diego, California 92108	
Telephone No.: (619) 299-4877	Date: April 8, 2016
3) Date and time of incident: October 15, 2015 at 8:38 a.m.	
4) Location of incident: San Diego International Airport, Terminal 2	
5) Description of incident resulting in claim:	
<p>I was exiting the restroom stall at the International Airport in San Diego, California and the bathroom door fell on my shoulder, head and back and injured me. A copy of the incident report is attached. The door came down and hit my back and may have hit my head. Thereafter, it hit my shoulder blades. I had a visible bruise on my left arm. I still continue to suffer from arm, shoulder and neck pain.</p>	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known:	
San Diego International Airport	
7) Persons having firsthand knowledge of incident: See attached incident report	
Witness (es)	Physician(s):
Name:	Name:
Address:	Address:
Phone:	Phone:

8) Describe property damage or personal injury claimed:
Arm, shoulder and neck pain
9) Owner and location of damaged property or name/address of person injured:
10) Detailed list and amount of damages claimed as of date of presentation of claim, including prospective damages. If amount exceeds \$10,000.00, a specific amount need not be included.
Medical damages, future medical damages and pain and suffering - \$100,000.00.

Dated: 4-8-16

Claimant:

m. Kasane
(Signature)

Notice to Claimant:

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

Mail completed original form to:

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



Crime/Incident Report

CAD Event No.: 101515-39

Case No. 15-04872

Primary Victim: Kasraie, Mahnaz

Report No. 15-04872.1

1

GENERAL CASE INFORMATION

Primary Charge: 981000 - ZZ - MISCELLANEOUS INCIDENTS			
Special Studies: IR/AP - Sick/Injury-Airport		Related Cases:	
Location, City, State, ZIP: 3707 N. Harbor Dr., San Diego, CA 92101		Occurred On: 10/15/2015 08:38:00 (Thursday)	
Jurisdiction: Terminal 2 - Terminal 2	Beat: 720	Call Source: Unknown	(and Between):
Means:	Motives:		

VICTIM/S

Victim #1

Person Code: <input type="checkbox"/> Secured Premise <input type="checkbox"/> Discovered Crime <input type="checkbox"/> Reporting Party <input type="checkbox"/> Law Enforcement Officer		
Name: Kasraie, Mahnaz	Victim Type: I - Individual	Interpreter Language:

ALIAS / AKA / NICKNAME / MONIKER:

Name Type:	First:	Middle:	Last:	Suffix:
------------	--------	---------	-------	---------

Victim Of: 981000 - ZZ - MISCELLANEOUS INCIDENTS				County Residence: N - Nonresident	
Home Address: City, State, ZIP: 4080 Hancock St. #3405, San Diego, CA 92110			Res. Country:	Place of Birth:	
Race: W	Sex: F	Date of Birth / Age: 12/29/1951 - 63	Height: 5' 4"	Weight: 165 lbs	Hair Color: RED
Employment Status: U - Unemployed		Occupation/Grade:	Employer/School:	Employer Address, City, State, ZIP:	
Eye Color: BRO		Facial Hair:		Complexion:	

CONTACT INFORMATION:

Type: HP - Home Phone	Number/Address: 661 889-8945
------------------------------	-------------------------------------

IDENTIFICATION:

Type: DLN - Drivers License Number	Number: E1257577	State: CA	Country:
Attire:	Injury:	Extent of Treatment:	Violent Crime Circumstances:
LAW ENFORCEMENT OFFICER KILLED OR ASSAULTED INFORMATIC	Type:	Type Activity:	Type Assignment:

IBR/UCR OFFENSE/S

Offense Description: 981000 - ZZ - MISCELLANEOUS INCIDENTS	Level: O	Against:	Completed? Yes	Counts:	Using:
Location Type: 01 - Air/Bus/Train Terminal	Hate/Bias: 88 - None (No Bias)	Domestic Violence: No		Point of Entry:	
Criminal Activity:	Type Security:	Gang Related:	Entry:	Targets:	
Weapons/Ford:	Tools:				

ARRESTEE/S

SUSPECT/S (Not Yet Arrested)

WITNESSES

Witness #1

Person Code: <input type="checkbox"/> Secured Premise <input type="checkbox"/> Discovered Crime <input type="checkbox"/> Reporting Party <input type="checkbox"/> Law Enforcement Officer		
Witness Type Code: <input type="checkbox"/> 01-Arresting Officer <input type="checkbox"/> 06-Other Lay Witness <input type="checkbox"/> 07-Narc Chemist <input type="checkbox"/> 12-Other Expert <input type="checkbox"/> 13-Investigator <input type="checkbox"/> 14-Other		
Name: Davis, Faith	Person Code:	County Residence:

CERTIFIED TRUE COPY

I certify that the information requested will be used solely by those limited purposes state and not to harass, degrade or humiliate any person. The requesting agency or person hereby agrees to indemnify and hold harmless the San Diego Harbor Police Department.

Reviewed By: **HB3309 - Fouser, Robert**

Reporting Officer: HB3105 - Tucker, Walter	Division / Organization: Harbor Police Patrol	Reviewed Date: 10/15/2015 16:27:19
Report Date: 10/15/2015 10:36:37 AM	Detective Assigned:	



Crime/Incident Report

CAD Event No.: **101515-39**

Case No.: **15-04872**

Primary Victim: **Kasraie, Mahnaz**

Report No.: **15-04872.1**

2

Page 2 of 3

Name Type		First:		Middle:		Last:		Suffix:	
Home Address, City, State, ZIP:				Res. Country:		Place of Birth:		Undocumented:	
Race:	Sex:	Date of Birth / Ago:	Height:	Weight:	Hair Color:	Eye Color:	Facial Hair:	Complexion:	
W	F	01/17/1969 - 46			BRO				
Employment Status:	Occupation/Grade:	Employer/School:		Employer Address, City, State, ZIP:					
E - Employed	TSA security	TSA Homeland Security		2305 Old Decatur Rd, San Diego, CA 92106					
CONTACT INFORMATION:									
Type:	Number/Address:								
WP - Work Phone	619 523-2661								
IDENTIFICATION:									
Type:	Number:	State:	Country:						
EI - Employee ID	60551	CA							
Injury:	Extent of Treatment:								

Witness #2

Person Code: Secured Premise Discovered Crime Reporting Party Law Enforcement Officer
 Witness Code: 01-Arresting Officer 06-Other Lay Witness 07-Narc. Chemist 12-Other Special Agent 13-Investigative Other

Name: **Groothuis, Holly** Person Code: County Residence:

Name Type		First:		Middle:		Last:		Suffix:	
Home Address, City, State, ZIP:				Res. Country:		Place of Birth:		Undocumented:	
Race:	Sex:	Date of Birth / Ago:	Height:	Weight:	Hair Color:	Eye Color:	Facial Hair:	Complexion:	
W	F	02/22/1972 - 43	5' 7"		BLN	HAZ			
Employment Status:	Occupation/Grade:	Employer/School:		Employer Address, City, State, ZIP:					
E - Employed	Maint. Worker	SDCRAA		2417 Winship, San Diego, CA 92101					
CONTACT INFORMATION:									
Type:	Number/Address:								
WP - Work Phone	619 400-2231								
IDENTIFICATION:									
Type:	Number:	State:	Country:						
EI - Employee ID	62098	CA							
Injury:	Extent of Treatment:								

OTHER ENTITIES

PROPERTY

REPORT NARRATIVE

Narrative:

At about 0841 hrs. on 101515, I received a radio call concerning an injured person located in the women's restroom near Gate #28 Terminal-2 E, 3707 N. Harbor Dr., Lindbergh Field. Upon arrival, I saw an older woman who was seated near the restroom. The woman, identified as Mahnaz Kasraie, said that as she exited the restroom stall, the stall door fell on her causing injury to her left upper arm, shoulder and upper back. I saw bruising to the left upper arm. Paramedic Unit #63 arrived and examined Kasraie. Paramedics bandaged her left upper arm and offered to transport her for further evaluation. Even though she complained of pain in the above areas and her head, she refused to be transported for further treatment. SDCRAA Maintenance Worker H. Groothuis arrived and took photographs of the door. She said she did not have an explanation for the stall door coming off the hinges and falling. SDCRAA Terminal Coordinator Elsie Gonzalez was on scene. Photographs are attached to this report. The door would be repaired within 24 hours according to Groothuis. Harbor

Reporting Officer HB3105 - Tucker, Walter	Division / Organization Harbor Police Patrol	Reviewed By HB3309 - Fouser, Robert
Report Date 10/15/2015 10:36:37 AM	Detective Assigned	Reviewed Date 10/15/2015 16:27:19



Crime/Incident Report

CAD Event No.: 101515-39

Case No. 15-04872

Primary Victim: Kasraie, Mahnaz

Report No. 15-04872.1

3

Page 3 of 3

Police did not administer first aid to Kasraie. TSA security worker F. Davis was in the restroom and heard the door hit the floor but did not see the actual injury incident. She was the reporting party.

CERTIFIED TRUE COPY

I certify that the information requested will be used solely by those limited purposes stated and not to harass, degrade or humiliate any person. The requesting agency or person hereby agrees to indemnify and hold harmless the San Diego Harbor Police Department and the San Diego Unified Port District for any liability arising out of the improper use of information required.

Reporting Officer HB3105 - Tucker, Walter	Division / Organization Harbor Police Patrol	Reviewed By HB3309 - Fouser, Robert
Report Date 10/15/2015 10:36:37 AM	Detective Assigned	Reviewed Date 10/15/2015 16:27:19

RESOLUTION NO. 2016-0037

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY REJECTING THE CLAIM OF MAHNAZ
KASRAIE.

WHEREAS, on April 12, 2016, Mahnaz Kasraie filed a claim with the San Diego County Regional Airport Authority for injuries she claims to have suffered as the result of a falling stall door in a restroom in Terminal Two at San Diego International Airport on October 15, 2015; and

WHEREAS, at its regular meeting on May 19, 2016, the Board considered the claim filed by Mahnaz Kasraie and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board rejects the claim of Mahnaz Kasraie; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at its regular meeting this 19th day of May, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Reject the Claim of Sarah Mowry

Recommendation:

Adopt Resolution No. 2016-0038, rejecting the Claim of Sarah Mowry.

Background/Justification:

On April 26, 2016, Sarah Mowry filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging that she sustained injuries to her back and ribs as a result of falling from a bench on the sidewalk in front of Terminal Two at San Diego International Airport. Mowry claims damages in an amount exceeding \$10,000 that include medical expenses, lost earnings and injuries.

On October 25, 2015, Mowry claims she fell from a defectively designed and maintained bench in front of Terminal Two. She claims injuries to her back and ribs, including strain, sprain, fractures, lacerations, abrasions, contusions. She also claims a variety of emotional and psychological injuries, including sleep loss, worry, anxiety, depression, loss of appetite, and loss of enjoyment of life.

Mowry's claim should be denied. An investigation into the incident revealed no notice of a dangerous or unsafe condition. Claimant did not summon Harbor Police or paramedics at the time of the alleged incident, nor did she seek any kind of treatment until days or weeks later.

Fiscal Impact:

Not Applicable.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §15065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

SUZIE JOHNSON
GENERAL COUNSEL

SDCRAA

APR 26 2016

Corporate & Information Governance

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
ACCIDENT OR DAMAGE CLAIM FORM

Please complete all sections.

Incomplete submittals will be returned, unprocessed.

Use a typewriter or print in ink.

CLAIM FORM SUBMITTED MUST HAVE AN ORIGINAL "WET" SIGNATURE

FOR AUTHORITY CLERK USE ONLY

Document No.: CL-265

Filed: 4/26/16

1) Claimant Name: Sarah J. Mowry	
2) Address to which correspondence regarding this claim should be sent: c/o Rich Porter Attorney at Law 10871 Charbono Point San Diego, CA 92131	
Telephone No.: Rich Porter, Attorney (619) 804-9568	Date: April 22, 2016
3) Date and time of incident: October 25, 2015	
4) Location of incident: San Diego International Airport	
5) Description of incident resulting in claim: Claimant fell from defectively designed and maintained bench in front of Terminal 2 Baggage Claim, causing injuries.	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known:	
7) Persons having firsthand knowledge of incident:	
Witness (es)	Physician(s):
Name: Jim Mowry	Name: Lisa Arian, MD (primary physician) & others
Address:	Address:
11304 Red Cedar Way, San Diego, CA 92131	7930 Frost St, San Diego, CA 92123
Phone:	Phone:
Home: (619) 566-1923; Cell: (619) 647-9333	858-277-0696
	FAX #: 858-277-0690

8) Describe property damage or personal injury claimed:

Back injuries (including strain, sprain and spinal fractures), injuries to ribs, lacerations, abrasions, contusions, soreness, and muscular aches and pains, psychological and emotional injuries (including pain and suffering, loss sleep, bad dreams, worry, anxiety, depression, fear, loss of appetite, loss of enjoyment of life), lost earnings.

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

Sarah J. Mowry
11304 Red Cedar Way
San Diego, CA 92131

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

Medical expenses (emergency room, x-rays, CT scan, MRI, doctor visits, blood tests, spinal injections, physical therapy).
Psychological and emotional injuries.
Lost earnings.

Amount exceeds \$10,000

Dated: April 22, 2016

Claimant:

Sarah J Mowry

(Signature)

Notice to Claimant:

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

Mail completed original form to:

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

RESOLUTION NO. 2016-0038

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY REJECTING THE CLAIM OF SARAH
MOWRY.

WHEREAS, on April 26, 2016, Sarah Mowry filed a claim with the San Diego County Regional Airport Authority for injuries she claims to have suffered as the result of falling off a bench located on the sidewalk in front of Terminal Two at San Diego International Airport on October 25, 2015; and

WHEREAS, at its regular meeting on May 19, 2016, the Board considered the claim filed by Sarah Mowry and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board rejects the claim of Sarah Mowry; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at its regular meeting this 19th day of May, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Reject the Claim of GGTW, LLC

Recommendation:

Adopt Resolution No. 2016-0039, rejecting the Claim of GGTW, LLC.

Background/Justification:

On April 26, 2016, GGTW, LLC filed a claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority") alleging it overpaid rent and/or royalties to the San Diego County Regional Airport Authority ("Authority") while a tenant of the South Bay Salt Works property. GGTW is claiming a total of \$490,616.87 in overpayments.

The Authority and GGTW are parties to a Lease the term of which began in 1999 and ended September 30, 2009. The Lease was not amended to extend the term however the Lease remained in holdover status until it was terminated by the Authority on December 30, 2015. During any holdover period, the Lease requires GGTW to pay all rents required by the Lease. [Lease, Section 35]. The Lease allows GGTW to occupy two areas for the purpose of producing, selling and distributing sodium chloride: the "Leased Premises," consisting of approximately 17 acres of land and the "Special Use Permit Area," consisting of approximately 1,000 acres of land. The Lease requires GGTW to pay as rent \$1.50 per ton of sodium chloride produced at the Leased Premises and the Special Use Permit Area. At all times during the term of the Lease, including the holdover period, GGTW occupied the Leased Premises and the Special Use Permit Area and continued, without interruption, its salt production operation and was thus required to pay rent to the Authority. Based upon the provisions set forth in the Lease, GGTW was required to pay \$1.50 per ton of sodium chloride produced at both the Leased Premises and the Special Use Permit Area during the term of the Lease and any holdover period.

GGTW's claim should be denied.

Fiscal Impact:

Not Applicable.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (“CEQA”), as amended. 14 Cal. Code Regs. §15378. This Board action is not a “project” subject to CEQA. Cal. Pub. Res. Code §15065.

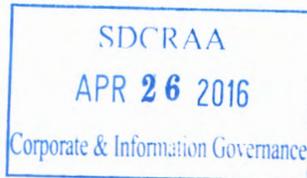
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

BRETON LOBNER
GENERAL COUNSEL



**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
ACCIDENT OR DAMAGE CLAIM FORM**

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

CLAIM FORM SUBMITTED MUST HAVE AN ORIGINAL "WET" SIGNATURE

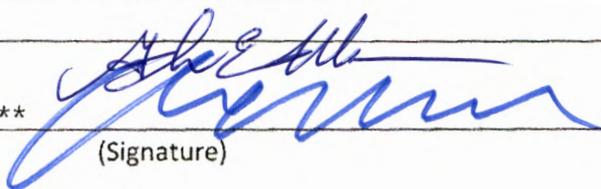
FOR AUTHORITY CLERK USE ONLY	
Document No.:	CL-266
Filed:	4/26/16

1) Claimant Name: GGTW, LLC	
2) Address to which correspondence regarding this claim should be sent: 1470 Bay Boulevard Chula Vista, CA 91911	
Telephone No.: 858-449-9814 (c)	Date: April 15, 2016
3) Date and time of incident: January 1, 2010 through December 31, 2015	
4) Location of incident: 1470 Bay Boulevard, Chula Vista, California 91911	
5) Description of incident resulting in claim: See attached Addendum.	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known: Scott M. Brickner, V.P. Finance, San Diego Regional Airport, P. O. Box 82776, San Diego, CA 92138-2776	
7) Persons having firsthand knowledge of incident:	
Witness (es)	Physician(s):
Name: Warren C. Dodd	Name:
Address:	Address:
1470 Bay Boulevard, Chula Vista, CA 91911	
Phone:	Phone:
858-449-9814	

8) Describe property damage or personal injury claimed:
9) Owner and location of damaged property or name/address of person injured:
10) Detailed list and amount of damages claimed as of date of presentation of claim, including prospective damages. If amount exceeds \$10,000.00, a specific amount need not be included.
See attached Addendum.

Dated:

Claimant: **



(Signature)

**See Attached Addendum

Notice to Claimant:

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

Mail completed original form to:

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

ADDENDUM TO
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY ACCIDENT OR DAMAGE
CLAIM FORM
BY GGTW LLC
DATED APRIL 15, 2016

Item #5; Description of incident resulting in claim:

Commencing on or about June 1, 1999, GGTW LLC, a California limited liability company, Claimant herein, began operating a solar salt production, processing and distribution business, as the successor to Western Salt, pursuant to a lease between Claimant, as Lessee, and the San Diego Unified Port District, as Lessor (the "Port District"), dated June 21, 1999 (the "Lease"), relating to (a) certain real property leased to Claimant and owned by the Port District consisting of approximately 16.99 acres (6.99 acres of land and 10 acres of Ponds 40 and 42), referred to in the Lease as the "Leased Premises," and (b) certain real property consisting of approximately 1,000 acres owned by the United States Department of the Interior, Fish and Wildlife Service ("Service") on which Claimant had the right to operate its business pursuant to a Special Use Permit (SUP) issued by the Service to the Port District as a "permittee" (such property owned by the Service is referred to in the Lease as the Special Use Permit Area). The initial term of the Lease and the term of the SUP ran concurrently for 5 years, expiring on May 31, 2004. Under the Lease, Claimant was to pay royalty rent of \$1.50 per ton of sodium chloride produced at the Leased Premises or the Special Use Permit Area ("SUP Area").

On or about January 1, 2003, the Lease and ownership of the Leased Premises was transferred from the Port District to the San Diego County Regional Airport Authority (the "Authority"), and on April 27, 2004, Claimant and the Authority entered into Amendment No. 1 of the Lease, extending the term of the Lease from June 1, 2004 as to the Leased Premises to December 31, 2007, and granting the Authority (as permittee) the right to allow Claimant (as operator) the right to use the SUP Area to operate its business until the new SUP obtained by the Authority expired on December 31, 2007.

On or about January 31, 2007, the Authority and Claimant entered into Amendment No. 2 of the Lease, extending the term of the Lease from January 1, 2008 as to the Leased Premises to September 30, 2009, and granting Claimant the right to use the SUP Area until the SUP expired on September 30, 2009, "contingent upon the Service issuing a new Permit [SUP] to allow Lessor [the Authority] to utilize the Special Use Permit Area through at least September 30, 2009; . . ." The SUP was in fact ultimately issued on December 19, 2007, for a period of use from January 1, 2008 to September 30, 2009.

During the last few months of calendar year 2009, Claimant began asking the Authority for Amendment No. 3 of the Lease in order to extend the term as to both the Leased Premises and the SUP Area; Claimant actually wanted a long term lease of at least 10 years, but the Authority was unwilling to make that commitment, and even considered entering into a new lease with an entirely new and different tenant. Claimant continued to press the Authority for a new lease or an Amendment No. 3, and actually submitted a draft Amendment No. 3 to the Authority but the Authority rejected the proposed lease amendment, and on September 30, 2009, the Lease and the SUP expired. However, Claimant continued its operations after the expiration of the Lease, and pursuant to Section 35 of the Lease, Claimant became a holdover month-to-month tenant. At the same time, the Authority failed to obtain the SUP for Claimant, and Claimant was then forced to apply for the SUP on its own. The SUP was subsequently issued to Claimant's affiliated entity, SBSW LLC, in April of 2010. Upon the expiration of the SUP on September 30, 2009, the Authority stopped providing the SUP Area property for Claimant's use, and no longer had any right, title or interest in, or even a connection with, the SUP Area property. The Lease continued for a period of more than 6 years on a holdover month-to-month basis, without the Authority ever obtaining the SUP for Claimant's use of the SUP Area, and with Claimant being solely responsible

for obtaining the SUP for the SUP Area throughout such 6+ year period. This arrangement continued until the Authority sent a letter to Claimant dated November 25, 2015, terminating the Lease, effective December 30, 2015.

The point at which the Authority stopped obtaining the SUP and providing the SUP Area property to Claimant was the point at which they no longer legally had the right to receive any proceeds from Claimant as to Claimant's operations on the SUP Area property. Claimant needed the SUP Area for producing the sodium chloride but the Authority failed to provide the SUP Area, and it breached its obligations under the Lease by failing to do that which they were required to do – providing to Claimant the right and ability to use not just the Leased Premises but the SUP Area property. The Authority continued to reap all of the benefits of providing the SUP Area to Claimant, without any of the burdens. The Authority's rejection of Amendment No. 3 of the Lease and their failure to replace the expired SUP was a "de-facto" lease amendment, as the SUP Area was no longer theirs to lease or grant any other rights, as the Authority had shirked its responsibility to obtain the SUP. Once the Authority breached its obligation to provide the SUP Area, Claimant was excused from performing its obligations as to the SUP Area; i.e., paying royalty rent based on the amount of sodium chloride produced on the SUP Area.

Further, each of the SUPs issued for the SUP Area contained language that solar salt production occurs upon the SUP Area within the refuge under the terms and obligations of the 1999 Cooperative Agreement (No. 116809J002) between the Port (now the Authority) whereby the Authority was to receive funds generated by Claimant's operations in the SUP Area "through the year 2009" (see second paragraph of Attachment No. 2 of the SUP).

Therefore, during the holdover period, from October 1, 2009 through December 30, 2015, the only royalty rent that should have been paid to the Authority was \$1.50 per ton of the sodium chloride that was produced on the Leased Premises (consisting of approximately 16.99 acres), and not the SUP Area (consisting of approximately 900 acres). Claimant mistakenly paid the royalty rent for the SUP Area throughout the entire 6 year holdover period, and notwithstanding that the Authority conducted an audit in 2014 for the period covering 2009 – 2014, the Authority took Claimant's money, possibly due to mutual mistake. But regardless of the reason, the Authority was only entitled to a royalty rent for sodium chloride produced on the Leased Premises.

It is well settled under California law that a person who pays money under the mistaken belief that he or she is under a duty to do so may recover it. This established rule of law has been applied when a tenant mistakenly paid royalty rent to one mistakenly believed to be the owner of the rented property, thus granting the tenant the right to recover such royalty rent. See 57 A.L.R.2d 350.

Item #10; Detailed list and amount of damages claimed:

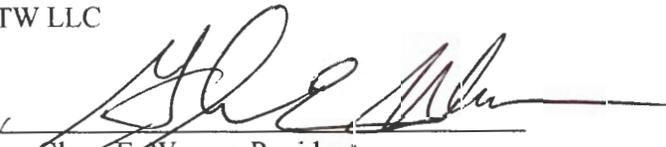
As stated above in Item #5, Claimant not only paid royalty rent based upon the sodium chloride produced on the Leased Premises, which it was required to do under the Lease, but it also mistakenly paid royalty rent based on the sodium chloride produced on the SUP Area, which it was not required to do because the Authority failed to obtain the SUP as it was required to do under the Lease. Now, because those payments were mistakenly made to the Authority, the Authority is required to return the amounts erroneously paid.

Set forth below is a summary of the sales tonnage, production and amounts paid by Claimant during the holdover period:

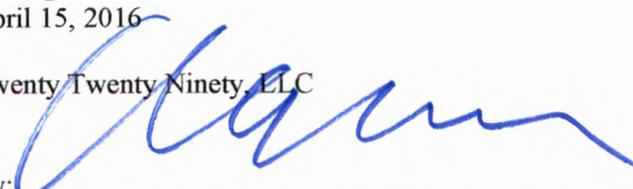
Years	Sales Tonnage paid	Pond 42: Production Tonnage	Pond 40: Production Tonnage	Total Production Tonnage
2010	62,007.17	Not harvested	5,460.00	5,460.00
2011	64,026.40	8,700.00	5,240.00	13,940.00
2012	64,626.54	6,440.00	4,440.00	10,880.00
2013	68,484.29	6,240.00	4,920.00	11,160.00
2014	71,831.24	7,440.00	5,300.00	12,740.00
2015 (Jan – Oct)	62,902.27	7,240.00	5,380.00	12,620.00
Total Tonnages	393,877.91	36,060.00	30,740.00	66,800.00
Amt of Total Tonnage Paid at \$1.50/ton	\$590,816.87		Amt of Total Production Tonnage Ponds 40 & 42 at \$1.50/ton	\$100,200.00
Sales Tonnage Paid	\$590,816.87			
Production Amount	\$100,200.00			
Total Overpayment	\$490,616.87			

Claimant paid the Authority \$1.50 per ton of sodium chloride sold from January 1, 2010 through November 30, 2015, totaling \$590,816.87. Claimant should have paid royalty rent based on the 66,800 tons of sodium chloride produced on the Leased Premises (\$100,200.00), and should not have paid royalty rent based on the 393,877.91 tons of sodium chloride sold. Accordingly, Claimant hereby requests recovery of the \$490,616.87 overpayment.

Claimant:
GGTW LLC

By: 
Name: Glenn E. Warner, President
Date: April 15, 2016

By: Twenty Twenty Ninety, LLC

By: 
Name: Warren C. Dodd, Executive VP
Date: April 15, 2016

RESOLUTION NO. 2016-0039

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY REJECTING THE CLAIM OF GGTW,
LLC.

WHEREAS, on April 26, 2016, GGTW, LLC filed a claim with the San Diego County Regional Airport Authority for damages related to its tenancy of the South Bay Salt Works property under a lease with the San Diego County Regional Airport Authority; and

WHEREAS, at its regular meeting on May 19, 2016, the Board considered the claim filed by GGTW, LLC and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board rejects the claim of GGTW, LLC; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at its regular meeting this 19th day of May, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Annual Review and Approval of Amendments to Authority Policy 4.20 – Policy Guidelines for Prudent Investments, Delegation of Authority to Invest and Manage Authority Funds to the Vice President, Finance and Asset Management/Treasurer

Recommendation:

Adopt Resolution No. 2016-0040, approving amendments to Authority Policy 4.20 – Policy Guidelines for Prudent Investments, and delegating authority to invest and manage Authority funds to the Vice President, Finance and Asset Management /Treasurer.

Background/Justification:

The attached Investment Policy (Exhibit A) serves as the foundation of the Authority's investment goals and priorities. The Authority's internal policy guidelines compel the Authority's Treasurer to invest Authority funds in a manner that will provide the highest security of funds while meeting the daily cash flow demands. The foremost stated objective is safety, with the requirement that all transactions are structured to avoid capital losses from issuer or broker/dealer default, or erosion of market value.

State law requires that the objective of return on investment be subordinate to the objectives of safety and liquidity. Therefore, the Investment Policy requires the Authority shall seek to achieve a return on funds throughout all economic cycles, taking into consideration the Authority's investment risk constraints and cash flow requirements.

The Authority's Investment Policy was developed in conjunction with our financial and investment advisors and it adheres to or exceeds the policies and requirements of investment types as authorized by the California Government Code §§ 16429.1 and 53600 et seq (Code).

As a result of the annual review, by staff, and the Authority's financial and investment advisors, certain changes to Policy 4.20 are recommended. The recommended changes to the policy include language that reflect updates to California Government Code, including eliminating the combined 30% holding limit for Placement Service Deposits and Negotiable Certificates of Deposits. The Policy's combined 30% holding limit adds complexity to compliance monitoring and does not contribute to portfolio safety given the differences in these two types of investments. The recommendations also remove the 10% per issuer limit on placement service deposits. The per issuer holding limit on each placement service provider does not add to portfolio safety, as the deposits are already required to be allocated among multiple banks (each under the FDIC insurance limit). Section 53646(a) of the Code states that the treasurer or chief fiscal officer of any local agency may annually render to its legislative body and any oversight committee an investment policy, which the legislative body shall adopt at a public meeting.

While an annual review and adoption is not required by statute, both the Association of Public Treasurers of the United States and Canada and the Government Finance Officers Association have established policy standards recommending a review be conducted annually.

Since this Investment Policy serves as the guidelines for prudent management of the Authority's investments, the attached resolution and accompanying policy are submitted to ensure a regular review and approval by the Authority Board.

In addition, the Board delegates the authority to invest and manage the funds of the Authority to the Authority's Treasurer. Such delegation is on a fiscal year basis and subject to renewal by the Board, at its option. Based on the investment record, the attached resolution requests reappointment of the Vice President of Finance and Asset Management/Treasurer to continue this role for another year.

The existence of an approved investment policy demonstrates that the Authority Board and staff are fiducially responsible, thereby promoting trust and confidence from the public that it serves. This annual review is done to ensure the Authority Board's continued oversight and approval of the policies, rules, and performance regarding the investment of Authority funds.

Fiscal Impact:

None.

Authority Strategies:

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

Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. CEQA. This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. § 15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code § 21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code § 30106.

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

SCOTT BRICKNER,
VICE PRESIDENT FINANCE AND ASSET MANAGEMENT/TREASURER

RESOLUTION NO. 2016-0040

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AMENDMENTS TO AUTHORITY POLICY 4.20 – POLICY GUIDELINES FOR PRUDENT INVESTMENTS, AND DELEGATING AUTHORITY TO INVEST AND MANAGE AUTHORITY FUNDS TO THE VICE PRESIDENT, FINANCE AND ASSET MANAGEMENT/ TREASURER

WHEREAS, San Diego County Regional Airport Authority Policy 4.20 establishes a policy governing the investment policies and practices of the San Diego County Regional Airport Authority (“Authority”); and

WHEREAS, the Association of Public Treasurers of the United States and Canada and the Government Finance Officers Association established policy standards recommending a review of a local government’s investment policy be conducted annually; and

WHEREAS, Policy 4.20 serves as the guideline for the Authority to ensure prudent management of its investments, having been submitted for regular review and adoption by the Authority Board in a public meeting; and

WHEREAS, Policy 4.20, as amended (EXHIBIT A), has been reviewed and approved by the Authority’s financial and investment advisors; and

WHEREAS, the Board has reviewed the investment record and desires to continue its delegation of authority to invest and manage the funds of the Authority to the Vice President, Finance and Asset Management/Treasurer.

NOW, THEREFORE, BE IT RESOLVED that Authority Policy 4.20 governing the investment policies and practices of the Authority has been reviewed by the Board and the amendments to the policy are hereby approved; and

BE IT FURTHER RESOLVED that the Board delegates the authority to invest and manage the funds of the Authority to the Authority’s Vice President, Finance and Asset management /Treasurer; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 19th day of May, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

Exhibit A

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

POLICIES

ARTICLE 4 - FINANCE AND ACCOUNTING
PART 4.2 - INVESTMENTS
SECTION 4.20 - POLICY GUIDELINES FOR PRUDENT INVESTMENTS

PURPOSE: To establish a policy governing the investment policies and practices of the San Diego County Regional Airport Authority (the “**Authority**”), including risk management.

POLICY STATEMENT:

It is the policy of the Authority to invest public funds in a manner that will provide the highest security of the funds under management while meeting the daily cash flow demands of the Authority. The investment policies and practices of the Authority are based upon prudent money management and conform to all state and local statutes governing the investment of public funds.

This policy also addresses risk management because risk management is an integral part of managing a fixed income portfolio. To focus only on maximizing return is imprudent; therefore, policy issues will be directed to limiting the investment portfolio’s exposure to each issue and issuer of debt and criteria for establishing minimum credit requirements that firms must have in order to effect security transactions with the Authority.

(1) Scope. This investment policy applies to all the Authority’s investment activities, except for the Employees Retirement and Deferred Compensation funds, which are administered separately. In addition, in the event of a conflict between this policy and permitted investments of bond proceeds as defined by a master indenture or supplemental indenture (“**Indenture**”) associated with any Authority debt issuance, the more restrictive parameters of either Cal. Gov. Code or the Indenture will take precedence. The financial assets of all other Authority funds shall also be administered in accordance with the provisions of this policy.

(2) Objectives.

(a) Safety of Principal. Safety of principal is the Authority’s foremost objective. To accomplish this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio. Each investment transaction shall seek to ensure that capital losses are avoided, whether from issuer default, broker/dealer default or erosion of market value. The Authority shall seek to preserve principal by mitigating credit risk and market risk.

(i) Credit risk is the risk of loss due to failure of the issuer to repay an obligation and shall be mitigated by investing in only the highest quality credits and by diversifying the investment portfolio so that the failure of any one issuer would not unduly harm the Authority's cash flows.

(ii) Market risk is the risk of market value fluctuations due to overall changes in the general level of interest rates and shall be mitigated by:

(A) structuring the portfolio so that securities mature at the same time major cash outflows occur, thereby eliminating the need to sell securities prior to their maturity; and

(B) limiting the average maturity of the Authority's portfolio to three years, Furthermore, no investments will be made in any security with a maturity greater than five years unless the Board has granted its express authority to make such investment specifically or as a part of an investment program approved by the Board no less than three months prior to the investment.

It is explicitly recognized, however, that in a diversified portfolio occasional losses may be inevitable and must be considered within the context of overall investment return.

(b) Liquidity. The Authority's investment portfolio will be structured to provide sufficient liquidity to meet the operating requirements of the Authority.

(c) Return on Investment. State law requires that the objective of return on investment be subordinate to the objectives of safety and liquidity. Therefore, investment officials shall seek to achieve a return on the funds under their control throughout all economic cycles, taking into consideration the Authority's investment risk constraints and cash flow requirements.

(3) Authority to Invest Funds.

(a) Policy principles for investment of Authority funds. Monies entrusted to the Authority will be invested and actively managed pursuant to applicable California statutory limitations and the guidance and limitations set forth in the Authority's written policies. Authority for the management and investment of Authority funds rests with the Authority Board of Directors ("**Board**"). The Board promulgates the policy for investment and management of Authority funds and conducts periodic reviews to ensure compliance with policy and statutory requirements. All persons authorized to make investment decisions for the Authority are trustees of the Authority and owe the Authority a fiduciary duty. All trustees are bound by the prudent investor rule, which requires trustees in making decisions with regards to the Authority's funds to act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency.

Trustees of Authority funds are relieved of personal responsibility for an individual security's risk or market price changes where the trustees at all times were acting in accordance with written procedures and this investment policy, exercising due diligence, taking timely and appropriate action to control adverse developments, and provided timely appropriate reports to the Board regarding the adverse developments with an investment.

(b) Delegation of investment authority to Treasurer. The Board delegates the authority to invest and manage the funds of the Authority to the Authority's Treasurer. Such delegation shall be on a fiscal year basis and subject to renewal by the Board, at its option, after appropriate review of the investment record. The Board reserves the right to revoke the delegation of investment authority at its discretion. The Treasurer shall report to the board the status of Authority's investment portfolio in accordance with Sections (10)(a) and (b) of this policy. Whenever a security is sold at a loss, the Treasurer will record the loss as such in the Authority's accounting system. The Treasurer shall designate in writing an officer or employee of the Authority who shall have authority to execute or authorize execution of an investment trade on behalf of the Authority when the Treasurer is not reasonably available and circumstances require timely action.

(c) Treasurer's responsibility for investments. Investment and management of the Authority's funds shall be solely the responsibility of the Authority's Treasurer, who shall take necessary measures to be fully informed on current market conditions and market trends in general and the condition of the Authority's investment portfolio in particular. The Treasurer shall establish and periodically review for currency and adequacy a system of controls to ensure compliance with the applicable statutory requirements and the Authority's investment policies. The system of controls shall also provide for regulation of subordinate officers and employees as well as investment advisors under contract with the Authority.

(d) Execution of trades by authorized investment advisor. Where the Board has approved a contract for a registered independent investment advisor to assist the Treasurer in the discharge of investment responsibilities and where the Treasurer has approved in writing a strategy to guide the investment of Authority funds, the Treasurer may authorize the investment advisor to execute trades on behalf of the Authority to effectuate the approved investment strategy. The Treasurer shall make such delegation via a document that specifies the boundaries of the delegated authorization. The investment advisor designated to execute trades on behalf of the Authority shall be bound by this policy of the Authority and the Treasurer's written approval of the investment strategy. Authorizing the investment advisor to execute trades on behalf of the Authority does not relieve the Treasurer of responsibility for management and oversight of all investment transactions involving Authority funds. The Treasurer or designated Authority officer or employee, as provided in Section 3(b), when the Treasurer is not reasonably available and circumstances require timely action, must approve in writing all investment transactions that exceed a market value of five million dollars (\$5,000,000) prior to execution of the trade. The investment advisor shall not execute any trade through any security broker in whom the investment advisor holds an ownership interest or has a financial interest. The investment advisor shall not take possession of or act as custodian for the cash, securities or other assets. The investment advisor shall provide a written report of all trades made on behalf of the Authority to the Treasurer within twenty-four (24) hours of trade execution.

(4) Ethics and Conflicts of Interest. The Board, Authority officers or Authority employees involved in the investment process shall refrain from any activity that could conflict with proper execution of the investment program or which could impair the Authority's Treasurer's ability to make impartial investment decisions. Authority staff involved with the investment process shall disclose to the Authority's Treasurer any financial interest in financial institutions that conduct business with the Authority and they shall further disclose any personal financial and/or investment positions that could be related to the performance of the Authority's portfolio. Board members, Authority officials and Authority employees shall subordinate their personal investment transactions to those of the Authority, particularly with regard to the time of purchases and sales.

(5) Placement of Trade Execution Orders.

- (a) Whenever possible, investment transactions shall be made via a competitive process to ensure the Authority's security transactions are made on terms most favorable to the Authority. Trade execution shall be only through firms registered with the Financial Industry Regulatory Authority (FINRA) and approved by the Treasurer. To ensure security transactions are made via the most competitive process, solicitation of bids to transact a security trade shall be provided equally to all security dealers approved by the Treasurer pursuant to the section (5)(b) of this policy. This policy permits the Authority to purchase investments directly from approved issuers who require no competitive process (e.g., Local Agency Investment Fund (LAIF), the San Diego County Investment Pool (SDCIP), and Local Government Investment Pools (LGIPs).
- (b) Other than investments with depository institutions and approved pools, the Treasurer shall only execute trades with security dealers that have been approved to execute security trades on behalf of the Authority. Prior to approving a security dealer to execute security trades, the Treasurer shall determine that the dealer is fully qualified to execute security trades for the Authority. In evaluating whether a specific dealer is so qualified, the Treasurer shall evaluate, at a minimum, the dealer's security registration, financial condition, standing in the investment community, and experience with security trades of the nature to be executed on behalf of the Authority. To be qualified, all financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the following information on an annual basis: (1) audited financial statements; (2) proof of Financial Industry Regulatory Authority (FINRA) certification; (3) a trading resolution; (4) proof of California registration; and (5) a completed broker/dealer questionnaire.
- (c) Where the Board has approved a contract for a registered independent investment advisor to assist the Treasurer in the discharge of the investment responsibilities, the Treasurer may rely on the advisor's assurances that specific security dealers are fully qualified to execute trades on behalf of the Authority. The investment advisor shall provide such assurances in writing and shall renew the assurances based on an annual review of the financial condition and registrations of qualified bidders.

(6) Authorized Investments.

The Authority is authorized by the applicable sections of Cal. Gov. Code §16429.1, §53600 *et seq.* and §53630 *et seq.* to invest in the following types of securities, further limited herein:

(a) United States Treasury Bills, Bonds and Notes or those for which the full faith and credit of the United States are pledged for payment of principal and interest. There is no limitation as to the percentage of the portfolio that can be invested in this category. Cal. Gov. Code §53601(b)

(b) Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. There is no limitation as to the percentage of the portfolio that can be invested in this category. Cal. Gov. Code §53601(f)

(c) United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated "AA" or better by an NRSRO and shall not exceed 30 percent of the portfolio. Cal. Gov. Code §53601(q)

(d) Bills of exchange or time drafts drawn on and accepted by a commercial bank, otherwise known as bankers acceptances which are eligible for purchase by the Federal Reserve System and are rated in the highest category by a nationally recognized statistical rating organization (NRSRO), may not exceed 180 days to maturity or 40% of the market value of the portfolio. No more than 10% of the market value of the portfolio may be invested in banker's acceptances issued by any one bank. Cal. Gov. Code §53601(g)

(e) Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a NRSRO. The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (1) or paragraph (2):

(1) The entity meets the following criteria: (i) Is organized and operating in the United States as a general corporation. (ii) Has total assets in excess of five hundred million dollars (\$500,000,000). (iii) Has debt other than commercial paper, if any, that is rated "A" or higher by a NRSRO.

(2) The entity meets the following criteria: (i) Is organized within the United States as a special purpose corporation, trust, or limited liability company. (ii) Has program wide credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond. (iii) Has commercial paper that is rated "A-1" or higher, or the equivalent, by a NRSRO.

Eligible commercial paper shall have a maturity of 270 days or less. No more than 25% of the market value of the portfolio may be invested in commercial paper. No more than 10% of the market value of the portfolio may be invested in the commercial paper of any single issuer. The amount invested in commercial paper of any one issuer in

combination with any other securities from that issuer shall not exceed 10% of the market value of the portfolio. Cal. Gov. Code §53601(h)

(f) Negotiable Certificates of Deposit (NCDs) issued by a nationally or state-chartered bank, a state or federal savings institution or by a federally licensed or state licensed branch of a foreign bank. ~~The amount invested in~~ Negotiable Certificates of Deposit (NCDs) ~~together with Placement Service Deposits (PSDs)~~ may not exceed 30% ~~in aggregate~~ of the market value of the portfolio. NCDs eligible for purchase shall be rated “A” or better by a NRSRO. The maximum term for NCDs shall be five years. The amount invested in NCDs of any one issuer in combination with any other securities from that issuer shall not exceed 10% of the market value of the portfolio. Cal. Gov. Code §53601(i)

(g) Placement Service Deposits (PSDs). Deposits placed through a deposit placement service that meet the requirements of Cal. Gov. Code §53601.8. The full amount of the principal and the interest that may be accrued during the maximum term of each certificate of deposit shall at all times be insured by federal deposit insurance. The maximum term for PSDs shall be three years. ~~The amount invested in~~ Placement Service Deposits (PSDs) ~~together with Negotiable Certificates of Deposit (NCDs)~~ may not exceed 30% ~~in aggregate~~ of the market value of the portfolio. ~~The amount invested in PSDs of any one issuer in combination with any other securities from that issuer shall not exceed 10% of the market value of the portfolio.~~ Cal. Gov. Code §53601.8 and 53635.8

(h) Bank Deposits, including, but not limited to, demand deposit accounts, savings accounts, market rate accounts and time certificates of deposits (“TCDs”) in financial institutions located in California. The Authority will invest in financial institutions with a net worth of ten million dollars and total assets in excess of \$50 million. Such deposits in each bank shall be limited to no more than 5% of the total assets of the bank. To be eligible to receive Authority deposits, the financial institution must have received a minimum overall satisfactory rating, under the Community Reinvestment Act, for meeting the credit needs of California Communities in its most recent evaluation. Bank deposits are required to be collateralized as specified under Cal. Gov. Code §53630 *et seq.* The Treasurer may waive the collateralization requirements for any portion that is covered by federal deposit insurance. The Authority shall have a signed agreement with any depository accepting Authority funds per Cal. Gov. Code §53649. The maximum maturity of TCDs is three years. A maximum of 20% of the market value of the portfolio may be invested in TCDs. The amount invested in TCDs of any one issuer in combination with any other securities from that issuer shall not exceed 10% of the market value of the portfolio. Cal. Gov. Code §53630 *et seq.*

(i) Medium Term Notes (MTNs), defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States rated “A” or better by a NRSRO and be issued by a corporation organized and operating within the United States. The aggregate total of MTNs may not exceed 15% of the market value of the investment portfolio. The amount invested in MTNs of any one issuer in combination with any other securities from that issuer shall not exceed 10% of the market value of the portfolio. Cal. Gov. Code §53601(k)

(j) Repurchase agreements (RPAs) shall only be made with financial institutions having a credit rating of not less than “A” by a NRSRO. The Security Industry and Financial Markets Association (SIFMA) master repurchase agreement shall be the Authority’s master repurchase agreement.

The term of the agreement may not exceed one year.

The following collateral restrictions will be observed: Only U.S. Treasury securities or Federal Agency securities, as described in 6(a) and 6(b) above, will be acceptable collateral. All securities underlying Repurchase Agreements must be delivered to the Authority's custodian bank versus payment or be handled under a tri-party repurchase agreement. The total of all collateral for each Repurchase Agreement must equal or exceed, on the basis of market value plus accrued interest, 102% of the total dollar value of the money invested by the Authority for the term of the investment. Since the market value of the underlying securities is subject to daily market fluctuations, the investments in repurchase agreements shall be in compliance if the value of the underlying securities is brought back up to 102% no later than the next business day. For any Repurchase Agreement with a term of more than one day, the value of the underlying securities must be reviewed on a regular basis.

Market value must be calculated each time there is a substitution of collateral.

The Authority or its trustee shall have a perfected first security interest under the Uniform Commercial Code in all securities subject to Repurchase Agreement. Cal. Gov. Code §53601(j)

(k) The Local Agency Investment Fund (“**LAIF**”), established by the State Treasurer for the benefit of local agencies and identified under Cal. Gov. Code §16429.1 *et seq.* The market value of the Authority’s investment in LAIF may not exceed the current deposit limit for regular LAIF accounts.

(l) The San Diego County Investment Pool (“**SDCIP**”) as authorized by Cal. Gov. Code §53684. The market value of the Authority’s investment in SDCIP may not exceed the current deposit limit for regular LAIF accounts.

(m) Shares of beneficial interest issued by a joint powers authority (Local Government Investment Pools or (“**LGIPs**”)) organized pursuant to Cal. Gov. Code §6509.7 that meet the requirements of the Investment Trust of California (CalTRUST), as authorized by California Government Code §53601(p). The market value of the Authority’s investment in each of the CalTRUST funds may not exceed the current deposit limit for regular LAIF accounts.

(n) Shares of beneficial interest issued by a joint powers authority (Local Government Investment Pools or (“**LGIPs**”)) organized pursuant to Cal. Gov. Code §6509.7 that meet the requirements of Cal. Gov. Code §53601(p). The market value of the Authority’s investment in any LGIP may not exceed the LAIF statutory limit. Prior to investing, the Treasurer will complete a thorough investigation of the potential investment. Whenever the Authority has any funds so invested, the Treasurer shall maintain on-going monitoring including the following:

(i) Establish the investment is a legal investment under Cal. Gov. Code.

(ii) A description of eligible investment securities, and a written statement of investment policy and objectives. All investments must comply with the eligible investments outlined in this policy. In the event that any investments do not comply with the eligible investments outlined in this Policy, the Treasurer will assess the potential risk of a substantial investment loss related to the investment(s) not in compliance.

(iii) The issuer must have a current AAAM rating, provide a constant dollar pool with a stated objective of maintaining a \$1 net asset value, meet an asset size of \$1 billion at the time of investment, and provide for third-party custody of portfolio assets.

(iv) A description of interest calculations and how it is distributed, and how gains and losses are treated.

(v) A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.

(vi) A description of who may invest in the program, the type and number of governmental participants, investor concentrations, what size deposit and withdrawal are allowed, and what time restrictions are placed on these deposits and withdrawals.

(vii) A schedule for receiving statements and portfolio listings.

(viii) Determination of how reserves, retained earnings, etc. are utilized by the fund.

(ix) A fee schedule, and when and how it is assessed. Cal. Gov. Code §53601(p).

(o) The Authority may place funds in shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. §80a-1 *et seq.*). Investment in money market funds may not exceed 20% of the market value of the portfolio with no more than 10% of the market value of the portfolio in any single fund. Additionally, each selected fund shall be large enough that the Authority's investment does not constitute more than 5% of the total fund balance. To be eligible for investment, these companies shall either:

(i) Attain the highest ranking or the highest letter and numerical rating provided by not less than two of the three largest nationally recognized rating services, or

(ii) Retain an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than 5 years' experience managing money market mutual funds with assets under management in excess of \$500,000,000. Cal. Gov. Code §53601(l)

(p) The Authority may invest in: (i) Registered state warrants or treasury notes or bonds of this state including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of this state; (ii) Registered treasury notes or bonds issued by any of the other 49 States in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any state; and (iii) Bonds, notes, warrants or other evidence of debt issued by a local agency or municipality located within California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency. Securities eligible for investment under this paragraph shall be rated at least “A” by a NRSRO. Purchase of securities authorized by this subdivision may not exceed 20% of the Authority’s portfolio. The amount invested with any one issuer shall not exceed 5% of the portfolio. Cal. Gov. Code §53601 (c), (d), (e).

(q) Permitted Investment for Bond Proceeds. All investment types listed above are authorized investments for bond proceeds. The percentage or dollar limitations listed above do not apply to bond proceeds investments. In addition to the above investments, bond proceeds may be invested in the following:

Investment agreement or guaranteed investment contract (a) with or guaranteed by a national or state chartered bank or savings and loan, an insurance company or other financial institution whose unsecured debt is rated in the highest short-term rating category (if the term of the Investment Agreement is less than three years) or in either of the two highest long-term Rating Categories (if the term of the Investment Agreement is three years or longer) by one or more of the Rating Agencies, or (b) which investment agreement or guaranteed investment contract is fully secured by obligations described in items (a) or (b) of this section which are the following:

- (i) Valued not less frequently than monthly and have a fair market value, exclusive of accrued interest, at all times at least equal to 103% of the principal amount of the investment, together with the interest accrued and unpaid thereon, and
- (ii) Held by any Federal Reserve Bank or a depository acceptable to the Treasurer or any Authority bond trustee, and
- (iii) Subject to a perfected first lien on behalf of the Authority or any bond trustee and free and clear from all third-party liens

The Board has expressly granted the Treasurer the authority to invest debt service reserve funds in U.S. Treasury, federal agency, municipal securities and investment agreements (which meet the requirements of this Investment Policy and the Indenture) with maturities exceeding 5 years if it is considered to be in the best interest of the Authority and if the maturity of such investments does not exceed the expected use of the funds. Reserve fund investments beyond 5 years are specifically excluded from the mathematical calculation of the average maturity of the Authority’s portfolio.

(7) Prohibited Investments. Investments not described herein, including but not limited to, inverse floating rate notes, range notes, interest-only strips that are derived from a pool of mortgages, and common stocks are prohibited from use in this portfolio. The Authority shall not invest any funds in any security that could result in zero interest accrual and zero discount accretion if held to maturity. Cal. Gov. Code §53601.6

(8) Safekeeping of Securities. To protect against potential losses by the collapse of individual securities dealers, all securities owned by the Authority shall be held in safekeeping by a third person bank trust department acting as agent for the Authority under the terms of a custody agreement executed by the bank and the Authority. All securities will be received and delivered using standard delivery versus payment procedures. The only exception to the foregoing shall be: (i) LAIF; (ii) the SDCIP; (iii) LGIPs; (iv) money market mutual funds, and (v) Deposits (TCDs & PSDs), since the purchased securities are not deliverable. A record of these investments shall be held by the Treasurer.

All investment officers shall be bonded and all investment accounts subject to surprise audits performed no less than on a quarterly basis.

(9) Portfolio Limitations. Percentage limits and credit criteria are applied at the time of purchase. If a percentage-of-portfolio limitation is exceeded due to reduction in portfolio size, the affected securities may be held to maturity to avoid losses. When no loss is indicated, the Authority's Treasurer shall consider restructuring the portfolio basing the decision in part on the expected length of time the portfolio will be imbalanced. The Treasurer shall report all such imbalances in the monthly report to the Board. In the event that an investment originally purchased within policy guidelines is downgraded below the policy requirements by any one of the NRSROs, the course of action to be followed by the Treasurer will then be decided on a case-by-case basis, considering such factors as the reason for the downgrade, prognosis for recovery or further rating downgrades, and the market price of the security.

(10) Reporting Requirements.

(a) In accordance with Cal. Gov. Code §53646, on a quarterly basis, the Authority's Treasurer shall prepare in accordance with GAAP and GASB 31 a report detailing investments and investment activity and transmit same to the Executive Officer, the Internal Auditor and the Board.

(i) The report shall be submitted within 30 days of the end of the quarter covered by the report.

(ii) The report shall include the type of investment, issuer, date of maturity, par and dollar amount invested on all securities, investments and monies held by the Authority.

(iii) The report shall include a description of any funds, investments, or programs that are under the management of contracted persons.

(iv) The report shall also include a current market value on a market-to-market basis as of the report date using an established identified independent source for the valuation.

(v) The report shall state compliance of the portfolio to the statement of investment policy or the manner in which it is not in compliance.

(vi) The report shall state the Authority's ability to meet its budgeted expenditure requirements for the next six months or to explain why sufficient money may not be available.

(b) In accordance with Cal. Gov. Code §53607, the Authority's Treasurer shall make a monthly report of investment transactions to the Board.

(11) Internal Control. The development of internal controls is a function of management. The Authority's Treasurer shall establish and document a system of internal controls that will provide reasonable assurance regarding the achievement of objectives in the following categories:

- Safeguarding assets
- Ensuring validity of financial records and reports
- Promoting adherence to policies, procedures, regulations and laws
- Promoting effectiveness and efficiency of operations

In addition, the Authority's Treasurer shall:

(a) Establish an annual process of an independent review by an external examiner.

(b) Develop performance standards. Those performance standards will be reviewed by the Treasurer and presented as an information item to the President/CEO and the Board. On a quarterly basis, as part of the reporting requirements the Authority's Treasurer shall report actual compared to the performance standard and any substantial deviations shall be explained.

(c) Review the Authority's investment policy annually at a public meeting and obtain Board approval and adoption of the policy to ensure its consistency with the Authority's objectives of preservation of principal, liquidity, rate of return and the policy's relevance to current law and financial and economic trends. The Authority's Treasurer is responsible for maintaining guidance over the Authority's investment policy and ensuring that the Authority can adapt readily to changing market conditions and shall submit to the Board any modification to the investment policy prior to implementation.

(12) Glossary of Terms.

Asked: The price at which securities are offered (that is, the price at which a firm will sell a security to an investor).

Bankers' Acceptance (BA): A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

Bid: The price offered for securities (that is, the price at which a broker or dealer will pay to purchase a security an investor owns).

Broker: A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not take a position. In the money market, brokers are active in markets in which banks buy and sell money and in interdealer markets.

Certificate of Deposit (CD): See: Time Certificate of Deposits, Negotiable Certificates of Deposits.

Collateral: Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

Commercial Paper (CP) - An unsecured short-term promissory note issued by corporations and local governments, with maturities ranging from 1 to 270 days. Commercial paper is usually issued at a discount from par with a zero coupon. Highly-rated, or "Prime" commercial paper carries a Standard & Poor's rating of A1 or A1+, a Moody's rating of P1, and/or a Fitch rating of F1 or F1+.

Constant Maturity Treasury (CMT) – A calculated average released by the Federal Reserve of all Treasury yields along a specific maturity point. This calculation is frequently used as a benchmark for conservative government portfolios.

Coupon: (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value; (b) A certificate attached to a bond evidencing interest due on a payment date.

Dealer: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his or her own account.

Debenture: A bond secured only by the general credit of the issuer.

Delivery versus Payment: There are two methods of delivery of securities: delivery versus payment and delivery versus receipt (also called free delivery). Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

Discount: The difference between the cost price of a security and its value at maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be selling at a discount.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Federal Farm Credit Bank (FFCB): The Federal Farm Credit Bank System is the oldest of the government sponsored enterprises, created by an act of Congress in 1916. Its mission is to provide a reliable and low cost source of funds to support agriculture in the United States. Unlike commercial banks, System banks do not take deposits. Instead, funds for loans are obtained through the issuance of debt securities. FFCB long-term senior debt ratings have traditionally mirrored those of the U.S. government.

Federal Home Loan Banks: Federal Home Loan Banks provide a source of low cost loan funding to U.S. banks. Within their collective membership, the FHLBank System represents the largest source of home mortgages in the United States. The System does not provide loans directly to individuals, only to other correspondent banks. System banks do not take deposits. Instead, funds for loans are obtained through the issuance of debt securities. FHLB long-term senior debt ratings have traditionally mirrored those of the U.S. government.

Federal Home Loan Mortgage Company (FHLMC or “Freddie Mac”): The Federal Home Loan Mortgage Corporation (FHLMC), commonly referred to as “Freddie Mac”, was created in 1970 to assist its sister company, Fannie Mae, by purchasing mortgage loans in the secondary market, pooling them together, and selling them to investors in the form of mortgage-backed securities. By providing a secondary market for home loans, Freddie Mac increases the amount of money available for mortgage lending. In September 2008, Freddie was placed under Federal government conservatorship as a result of a decline in the underlying market value of the mortgage loans it held and guaranteed. Like Fannie Mae, Freddie Mac issues debt in maturity ranges from one-day to 30 years, and its long-term senior debt rating has traditionally mirrored U.S. Treasury debt due to its reliance on the U.S. government.

Federal National Mortgage Association (FNMA or “Fannie Mae”): The Federal National Mortgage Association (FNMA), commonly referred to as “Fannie Mae”, was created in 1938 during the Great Depression to provide a secondary market for mortgage loans by purchasing groups of loans from lenders and packaging them into pools of mortgage-backed securities that can then be sold to investors. To facilitate this process, Fannie Mae also issues debt in maturity ranges from one-day to 30 years. The company’s long-term senior debt rating has traditionally mirrored U.S. Treasury debt due to its reliance on the U.S. government. Although Fannie Mae had operated as a private company since 1968, it was placed under Federal government conservatorship in September 2008 as a result of a decline in the underlying market value of the mortgage loans it held and guaranteed.

Government National Mortgage Association (GNMA or “Ginnie Mae”): Long-term mortgage-backed securities backed by FHA and VA loans guaranteed by the full faith and credit of the U.S. Treasury. The term “pass-through” is often used to describe Ginnie Mae securities as principal and interest payments from the underlying homeowners are passed along to investors.

Federal Open Market Committee (FOMC): A group of Federal Reserve Officials that meet eight times per year to set U.S. monetary policy (raises and lowers interest rates). The Committee must balance its two primary and often conflicting objectives of achieving stable economic growth and keeping inflation at acceptable levels

Fed or Federal Reserve Bank: The Central Bank of the U.S. responsible for supervising and regulating member banks, providing banking services, providing information, and setting monetary policy through the FOMC.

International Bank for Reconstruction and Development (IBRD or World Bank). The International Bank for Reconstruction and Development was created in 1944 to help Europe rebuild after World War II. Today, its purpose is to assist with reconstruction and poverty reduction through an inclusive and sustainable globalization. The IBRD is owned and governed by its member governments. The United States is the IBRD's leading shareholder.

International Finance Corporation (IFC): The IFC is a member of the World Bank Group. Its focus is on assisting with private sector development in developing countries. The IFC is owned and governed by its member governments. The United States is the IFC's leading shareholder.

Inter-American Development Bank (IADB): The IADB was established in 1959 to Provide financing and expertise for sustainable economic, social, and institutional development in Latin America and the Caribbean. The IADB is owned and governed by its member governments. The United States is the IADB's leading shareholder.

Inverse Floating Rate Note: A debt security with an interest rate stated as a fixed rate minus a variable rate index. This calculation causes the rate on the inverse floater to move in the opposite direction of general interest rates. This instrument generally performs well in a declining interest rate environment but will lose value if rates rise.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between the bid and asked prices is narrow and reasonable size can be done at those quotes.

Local Government Investment Pools (LGIPs): Shares of beneficial interest issued by a joint powers authority organized pursuant to Cal. Gov. Code §6509.7. LGIPs offer a diversification alternative to LAIF and SDCIP for short-term cash management facilities.

Market Value: The price at which a security is trading and could presumably be sold.

Master Repurchase Agreement: A written contract covering all future transactions between counterparties to repurchase agreements and reverse repurchase agreements that establish each entity's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

Maturity: The date upon which the principal or stated value of an investment becomes due and payable.

Medium Term Notes: A class of debenture that is defined as all corporate and depository debt securities with a maximum remaining maturity of five years or less.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptance, etc.) are issued and traded.

Nationally Recognized Statistical Rating Organization (NRSRO): A credit rating agency (CRA) that issues credit ratings that the U.S. Securities and Exchange Commission (SEC) permits other financial firms to use for certain regulatory purposes.

Negotiable Certificate of Deposit (NCD): A type of CD that is at least \$100,000 and can also be traded on a highly liquid secondary market.

Placement Service Deposit (PSD): A type of deposit that uses a deposit placement service. The placement service will allow the bank with which the investment is placed to split the initial deposit into multiple pieces that are then distributed among a network of banks, such that the full amount of the deposit is protected by the FDIC insurance of each participating bank.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A group of government securities dealers that submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its oversight. Primary dealers include Securities and Exchange Commission (SEC) registered securities, broker/dealers, banks and a few unregulated firms.

Prudent Investor Standard: A legal doctrine that requires fiduciaries to make investments using the prudence, diligence, and intelligence that would be used by a prudent person in making similar investments.

Rate of Return: A standard performance measurement that considers the coupon interest a security or portfolio of securities receives, along with any realized gain or loss, along with any change in unrealized market gain or loss. Depending on market volatility, the rate of return could differ significantly from the average yield of a portfolio.

Rating Agency: Nationally recognized credit rating agency such as Fitch, Moody's or S&P.

Rating Category: A credit rating assignment by a Rating Agency shall mean (a) with respect to any long-term rating category, all ratings designated by a particular letter or combination of letters, without regard to any numerical modifier, plus or minus sign or other modifier, and (b) with respect to any short-term or commercial paper rating category, all ratings designated by a particular letter or combination of letters and taking into account any numerical modifier, but not any plus or minus sign or other modifier.

Repurchase Agreement (RP or Repo): A type of financial agreement in which an investor exchanges cash for securities with a primary dealer or bank and earns a fixed rate of interest for a specified period. At the end of the period, securities are returned in exchange for the principal amount, along with accrued interest. Dealers and banks use repo proceeds to finance their inventory positions.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

Sec Rule 15C3-1: See Uniform Net Capital Rule.

Securities and Exchange Commission: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Strip (Bonds): Brokerage-house practice of separating a bond into its principal and interest, which are then sold as zero coupon bonds.

Time Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate. Large denomination CDs are typically negotiable.

Treasurer: The Vice President of Finance/Treasurer of the Authority or the authorized designee or representative as designated by the President/Chief Executive Officer.

Treasury Bill: A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

Treasury Bond: Long-term U.S. Treasury security having initial maturities of more than ten years.

Treasury Note: U.S. Treasury security having initial maturities between two and 10 years.

Uniform Net Capital Rule: Securities and Exchange Commission requirement that member firms as well as nonmember broker/dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Yield: The rate of annual income return on an investment, expressed as a percentage. (A) **Income Yield** is obtained by dividing the current dollar income by the current market price for the security. (B) **Net Yield or Yield to Maturity** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

[Amended by Resolution No. 2015-0043 dated May 21, 2015]
[Amended by Resolution No. 2014-0051 dated June 5, 2014]
[Amended by Resolution No. 2013-0049 dated June 6, 2013]
[Amended by Resolution No. 2012-0059 dated June 7, 2012]
[Amended by Resolution No. 2011-0064 dated June 2, 2011]
[Amended by Resolution No. 2010-0059 dated June 3, 2010]
[Amended by Resolution No. 2009-0123 dated October 1, 2009]
[Amended by Resolution No. 2008-0118 dated September 4, 2008]
[Amended by Resolution No. 2006-0010 dated February 6, 2006]
[Amended by Resolution No. 2005-0102 dated September 8, 2005]
[Amended by Resolution No. 2004-0133 dated December 6, 2004]
[Amended by Resolution No. 2004-0100 dated October 4, 2004]
[Amended by Resolution No. 2004-0032 dated April 5, 2004]
[Adopted Resolution No. 2002-02 dated September 20, 2002]



SAN DIEGO
INTERNATIONAL AIRPORT
LET'S **GO.**

ANNUAL REVIEW AND APPROVAL OF AMENDMENTS TO AUTHORITY POLICY 4.20 & 4.40

Presented by:
Geoff Bryant,
Manager of Airport Finance



ANNUAL REVIEW AND APPROVAL OF AMENDMENTS TO AUTHORITY POLICY 4.20 & 4.40

Review of Debt Policy, Guidelines for Prudent Investments, and Delegation of Authority to
Invest and Manage

Authority Funds to the Vice President, Finance and Asset Management/Treasurer

Debt Policy - Overview

- Governs existing and anticipated debt obligations
- Sets forth certain financial management practices in capital budgeting that supports the Authority's ability to manage its projected debt issuance
- Policy is updated from time to time to reflect changes in the law and the market

Debt Policy - Objectives

- Protect the Authority's assets and funds
- Manage and monitor existing debt to:
 - Optimize financial structure
 - Control costs
 - Ensure compliance with bond financing covenants
- Oversee the issuance of new debt in order to maintain access to capital markets
- Obtain and maintain the highest possible credit ratings on debt

Debt Policy - Objectives

- Explore and implement prudent debt structuring
- Provide the required secondary market disclosure to the rating agencies and investors
- Comply with all federal and state laws and regulations as well as bond indenture and federal tax and securities law compliance

The Debt Issuance and Management Policy 4.40 has been reviewed, and no changes are recommended.

Investment Policy - Overview

- Serves as the foundation of investment goals and objectives
- Mandates investing in a manner that provides the highest security while meeting Authority cash flow needs
- Demonstrates our fiduciary responsibility, thereby promoting trust and confidence from the public we serve
- Adheres to or exceeds the requirements of California Government Code Section 53600 et seq.

Investment Policy - Overview

- Adheres to state law requirements that return on investment be subordinate to safety and liquidity objectives
- Developed and annually reviewed in conjunction with our financial and investment advisors
- Annual Board review is not required by State Code, but is an Authority practice
- Awarded Investment Policy Certificate of Excellence Award in 2008, 2010, 2012 and 2014 by Association of Public Treasurers of United States and Canada.

Investment Policy Amendments

Section (6)(f) Authorized Investments: Eliminated the combined 30% holding limit for placement service deposits and negotiable CDs.

They now have separate 30% holding limits.

“(f) Negotiable Certificates of Deposit (NCDs) issued by a nationally or state-chartered bank, a state or federal savings institution or by a federally licensed or state licensed branch of a foreign bank. The amount invested in Negotiable Certificates of Deposit (NCDs) ~~together with Placement Service Deposits (PSDs)~~ may not exceed 30% ~~in aggregate~~ of the market value of the portfolio.”

Investment Policy Amendments

These changes do not increase the portfolio risk and are based off of changes in the State code:

- The 30% combined holding limit does not contribute to portfolio safety given the differences between investments
- A NCD is a Certificate of Deposit greater than \$100K that is traded on the secondary market, while a placement service is a deposit that is split into multiple pieces and distributed among many banks, such that the full amount of the deposit is protected by FDIC Insurance

Investment Policy Amendments

Section (6)(g) Authorized Investments: Eliminated the 10% per issuer limit for placement service deposits.

“(g) The full amount of the principal and the interest that may be accrued during the maximum term of each certificate of deposit shall at all times be insured by federal deposit insurance. The maximum term for PSDs shall be three years. The amount invested in Placement Service Deposits (PSDs) ~~together with Negotiable Certificates of Deposit (NCDs)~~ may not exceed 30% ~~in aggregate~~ of the market value of the portfolio. ~~The amount invested in PSDs of any one issuer in combination with any other securities from that issuer shall not exceed 10% of the market value of the portfolio.~~ Cal. Gov. Code §53601.8 and 53635.8”

Investment Policy Amendments

These changes do not increase the portfolio risk and are based off of changes in the State code:

- The 10% per bank holding limit is not relevant as the placement service spreads the investment across many financial institutions, rendering the bank holding limit less important

Local Agency Investment Fund Limit

Effective January 1, 2016, the State increased the Local Agency Investment Fund deposit limit for regular accounts to \$65 million from the previous \$50 million limit. However, as the Policy does not explicitly list the \$50 million limit for LAIF, there is no need for the Authority to make changes to the Policy.

Action Requested

- Approve Resolution to Authority Policy 4.20 - Guidelines for Prudent Investments to Board for approval, and
- Approve Delegation of authority to invest and manage Authority funds to the Vice President of Finance and Asset Management / Treasurer to Board for approval

Questions?



STAFF REPORT

Meeting Date: **May 19, 2016**

Subject:

Annual Review of Authority Policy 4.40 – Debt Issuance and Management

Recommendation:

Accept annual review of Authority Policy 4.40 – Debt Issuance and Management.

Background/Justification:

The debt policy was developed in conjunction with the Authority's financial advisors and bond counsel and serves as the foundation of the Authority's debt issuance and management goals and priorities. The stated objectives are:

- Protect the assets and funds entrusted to the Authority;
- Manage and monitor existing debt to optimize financial structure, control costs and ensure compliance with bond financing covenants;
- Oversee the issuance of new debt in order to maintain access to capital markets and other sources of capital financing at a reasonable cost;
- Obtain and maintain the highest possible credit ratings on debt consistent with the overall objectives of the Authority;
- Explore and implement prudent debt structuring ideas when consistent with the debt issuance and management goals described herein;
- Provide the required secondary market disclosure to the rating agencies and investors; and,
- Comply with all federal and state laws and regulations, as well as bond indenture, federal tax and securities law compliance, and reimbursement agreement covenants;

On an annual basis staff reviews the policy with the Authority's financial advisors and bond counsel. After this year's review, there are no recommendations to the Policy at this time.

The existence of an approved and current debt policy demonstrates that the Authority Board and staff are fiducially responsible, thereby promoting trust and confidence from the public that it serves.

Fiscal Impact:

None.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

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

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

SCOTT BRICKNER
VICE PRESIDENT, FINANCE AND ASSET MANAGEMENT/TREASURER

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Required Communication to the Audit Committee on the Financial and Compliance Audit for the Fiscal Year Ended June 30, 2016

Recommendation:

The Audit Committee recommends that the Board accept the information.

Background/Justification:

On April 21, 2014, staff presented a recommendation to the Audit Committee to enter in to an agreement with BKD, LLP for Financial Audit Services. The Audit Committee recommended that the Board adopt a resolution approving and authorizing the President/CEO to execute an agreement with BKD, LLP.

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

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

As required, the lead engagement partner from BKD, LLP, gave a presentation during the May 2, 2016, Audit Committee Meeting on matters pertaining to the scope, timeline, planning, and revisions to professional standards effecting the Fiscal Year Ended June 30, 2016, Financial and Compliance Audit. The Committee voted unanimously to forward BKDs presentation to the Board for information.

Fiscal Impact:

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

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

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

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

MARK A. BURCHYETT
CHIEF AUDITOR



Required Communication to Audit Committee on the
Financial and Compliance Audit for the fiscal year ended
June 30, 2016

Presented By: David M. Coleman, Partner
May 2, 2016



Engagement Team

- ▲ Joe Vande Bosche, CPA, Concurring Review Partner
- ▲ David Coleman, CPA, Engagement Partner
- ▲ Andrew Sherwood, CPA, Senior Associate II
- ▲ Lauren Berry, CPA, Senior Associate

Overview

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

Planned Scope

- ▲ The following are considered as having a higher risk of material misstatement due to error or fraud:
 - Management override of controls
 - Revenue recognition
 - Investment classification
 - Passenger Facility Charge Program
 - Federal Awards Program

Planned Timing

- ▲ **Week of June 13th** - Planning, interim fieldwork and risk assessment
- ▲ **Week beginning August 29th** - Final audit fieldwork, including Single Audit, Passenger Facility Charge (PFC) and Customer Facility Charge (CFC) testing
- ▲ **September [TBD] 2016** - Exit conference with management to review draft financial statements and other required communications
- ▲ **October 3, 2016** - Drafts of deliverable available for review by management
- ▲ **Week of October 3, 2016** – Concurring partner review to be performed
- ▲ **October 14, 2016** - Release final deliverables
- ▲ **November 21, 2016** - Presentation of financial statements, our required communications and other deliverables to the Audit Committee

Approach to Planning

- ▲ Planning and Risk Assessment – Our procedures include:
 - Obtaining an understanding of the internal control environment
 - Obtaining an understanding of changes to the Authority's operations for the year, including new revenue streams and activities
 - Examining Authority Board and Audit Committee minutes and highlighting any ordinances, resolutions, laws and compliance regulations to be reviewed

Approach to Planning *(continued)*

- ▲ Planning and Risk Assessment – Our procedures include (continued):
 - Completing our preliminary analytical review procedures
 - Developing applicable audit programs to address significant audit areas and the specific risks identified during our risk assessment procedures

Revisions to Professional Standards

- ▲ GASB Statement No. 72, *Fair Value Measurement and Application* – effective for 2016
- ▲ GASB Statement No. 75, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans* – effective for 2017
- ▲ GASB Statement No. 79, *Certain External Investment Pools and Pool Participants* – effective for 2016

Consideration of Errors or Fraud

- ▲ Our responsibility, as it relates to fraud, in an audit of financial statements is addressed in Statement on Auditing Standards No. 99, *Consideration of Fraud in a Financial Statement Audit*

Consideration of Errors or Fraud (*continued*)

- ▲ Our audit approach includes:
 - Engagement Team Brainstorming
 - Inquiries of management and others:
 - ▶ Audit Committee Chair
 - ▶ President/CEO
 - ▶ Chief Auditor
 - ▶ General Counsel
 - ▶ Vice President of Finance/CFO

Consideration of Errors or Fraud *(continued)*

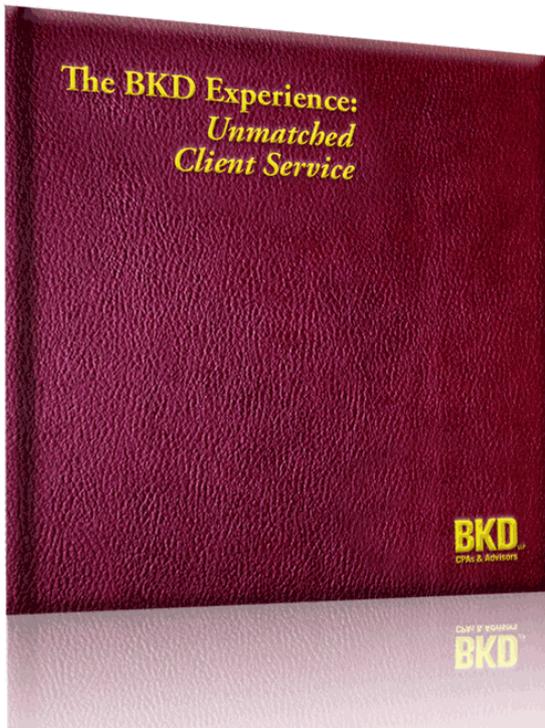
- Inquiries of management and others *(continued)*:
 - ▶ Others as deemed appropriate in the following areas:
 - Accounting
 - Procurement
 - Airport Development
 - Information Technology
 - Human Resources

Contacts

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

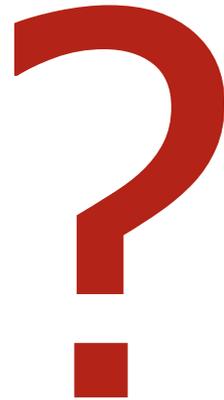
Our Client Service Culture

The BKD Experience service philosophy sets expectations for serving clients



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

Questions



STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

**Fiscal Year 2016 Third Quarter Activities Report and Audit Recommendations
Issued by the Office of the Chief Auditor**

Recommendation:

The Audit Committee recommends that the Board accept the information.

Background/Justification:

The Charter for the Office of the Chief Auditor (OCA), as approved by the San Diego County Regional Airport Authority Board, establishes the roles, responsibilities, and working relationship of the Chief Auditor with the Audit Committee and with Authority management. The Charter was most recently revised on September 4, 2014, Resolution No. 2014-0089.

The Charter directs the Office of the Chief Auditor to periodically communicate to the Audit Committee with respect to management's systems of control, audit findings, management's responses, and including any steps adopted to resolve a noted issue.

The attached Fiscal Year 2016 Third Quarter Report (Attachment A) summarizes the undertakings and accomplishments of the Chief Auditor's office from January 1, 2016, through March 31, 2016.

During the third quarter, the Office of the Chief Auditor completed nine (9) audits of the Fiscal Year 2016 Audit Plan and issued five (5) recommendations. Appendix B of the activity report provides the status of audit recommendations issued by the Office of the Chief Auditor.

A presentation on the Third Quarter activities of the Office of the Chief Auditor was provided during a meeting of the Audit Committee on May 2, 2016, and subsequently the Committee voted unanimously to forward the item to the Board for information.

Fiscal Impact:

None.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

MARK A. BURCHYETT
CHIEF AUDITOR

SAN DIEGO
COUNTY
REGIONAL
AIRPORT
AUTHORITY

FISCAL YEAR 2016 THIRD QUARTER REPORT

Issue Date: April 21, 2016
OFFICE OF THE CHIEF AUDITOR



April 21, 2016

FY16 Third Quarter Report

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

Dear Mr. Robinson:

The Office of the Chief Auditor (OCA) presents our Fiscal Year 2016 Third Quarter Report. The report details both the audit and the administrative activities of the OCA during the third quarter of Fiscal Year 2016, the resolutions of past audit findings, and information regarding the future plans of the OCA.

The Third Quarter Report will be presented at the next Audit Committee meeting scheduled for May 2, 2016.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Mark A. Burchyett". The signature is fluid and cursive, with a long horizontal stroke at the end.

Mark A. Burchyett
Chief Auditor

Audit Results

During the third quarter, the OCA continued its work on audits contained within the FY16 audit plan, as authorized by the Audit Committee. In total, during the third quarter, the OCA issued nine (9) audits reports. For the month of March, we issued three (3) audit reports. The audit reports issued during the month included one (1) recommendation for management bringing the total of recommendations issued during the quarter to five (5). The completed audits for the second quarter are listed in Figure 1 below.

Figure 1: Audits Completed During the Third Quarter of Fiscal Year 2016

Audit	Report No.	Date	Type of Audit
SSP America, Inc. (FSP 5R)	15031	1/20/2016	Revenue Contract
Hazard Construction Company	16007	1/25/2016	Expense Contract
Aircraft Rescue and Fire Fighting (ARFF) Expense Billings - FY15	16032	2/1/2016	Expense Contract
ThyssenKrupp Airport Systems, Inc.	16012	2/19/2016	Expense Contract
Biennial Audit of Airline Revenue	16037	2/22/2016	Revenue Contract
Information Technology Monitoring and Evaluation	16005	2/29/2016	Internal Process
Simply Wheelz, LLC dba Advantage Rent-A-Car	16019	3/7/2016	Revenue Contract
Smarte Carte, Inc.	16024	3/16/2016	Revenue Contract
Grant & Non-Airline Revenue Management	16004	3/30/2016	Internal Process

In addition to the completed audits, the Office of the Chief Auditor had 13 audits in progress as of March 31, 2016, as shown in Figure 2 below. Of the 13 audits, at the end of the quarter, four (4) draft audit reports were being developed or had been forwarded to the affected departments for review and comment.

Figure 2: Audits In-Progress as of March 31, 2016

Audit	Type of Audit
Ace Parking Management, Inc	Expense Contract
Airport Security Management	Internal Process
Business and Travel Expenses	Internal Process
Contract Management	Internal Process
Emergency Medical Technician & Paramedic Services	Expense Contract
Kimley-Horn and Associates Inc.	Expense Contract
Merriwether & Williams Insurance Services, Inc.	Expense Contract
Midway Rent A Car, Inc.	Revenue Contract
Rental Car Center Fund	Internal Process
San Diego Unified Port District Billings – FY 2015	Expense Contract
Sky Chef, Inc. dba LSG Sky Chefs	Revenue Contract
SSP America, Inc. (RP 6R)	Revenue Contract
The Hertz Corporation	Revenue Contract

Recommendation Follow-Up

To ensure that audit issues are addressed in a timely manner, the OCA tracks the status of its recommendations on an on-going basis. For the last month in the quarter, the OCA tracked the implementation status of 13 recommendations that were issued during FY16, or were outstanding as of June 30, 2015. As shown in Figure 3 below, five (5) of the recommendations have been completed or implemented while eight (8) remain outstanding.

See Appendix B for a complete listing of all outstanding recommendations and their status.

Figure 3: Status of Recommendations as of March 31, 2016

Recommendations:				
Tracked	Completed	In Progress	Open	Not Accepted
13	5	8	0	0

In tracking recommendations the OCA uses the following designations:

- **Completed:** This designation is used for recommendations that the OCA has determined to be adequately implemented or for recommendations where alternate action is taken that adequately addresses the risk identified.
- **In Progress:** These recommendations have been partially addressed or partial corrective action has been taken. If adequate progress is not being made, it will be noted as such.
- **Open:** This category of recommendations have not yet been addressed. Usually, this designation is used when there has not been adequate time between report issuance and recommendation follow-up.
- **Not Accepted:** This designation is used for recommendations that an auditee does not accept and, therefore, will not implement. This category can represent a failing on the part of the OCA, as all recommendations should be workable and acceptable to the affected departments.

For Fiscal Year 2016, we have issued a total of eleven (11) recommendations. Beginning this Fiscal Year we will attempt to identify and measure an expected recommendation completion timeframe. Figure 4 below shows the status of recommendations issued in FY16 along with the expected completion timeframe.

Figure 4: Status of Recommendations issued in FY16

Estimated Completion Timeframe	Completed Within Estimate	Completed Outside Estimate	Outstanding	Total
Zero to 6 Months	6	0	3	9
6 Months to 1 Year	0	0	2	2
Over 1 Year	0	0	0	0
Total	6	0	5	11

It appears that adequate progress is being made with the majority of recommendations. The OCA will continue its monthly tracking of their status. Specifically, the non-completion of the "In Progress" recommendations should not have a material adverse effect on the Authority.

Non-Audit Activities

Along with the audit activities detailed above, the OCA continues its involvement in several non-audit projects and activities. Specifically, the OCA was involved in the following:

Audit Committee:

The Audit Committee met on February 1, 2016. During that meeting, the OCA presented its Fiscal Year 2016 Second Quarter Activity Report as well as a status report on the OCAs construction audit activity. The next Audit Committee meeting is May 2, 2016.

Construction Audit Activity:

The OCA continued its Construction Audit activity separate from the Annual Audit Plan. Ongoing activities include:

- Review of Green Build closeout activities. Planning for close-out review of all four GMPs for the Green Build.
- Planning for close-out review of Rental Car Center construction.
- Completion of analysis of project management (soft) costs incurred in capital projects. Preliminary draft of report is being prepared.

Attendance at the Capital Improvement Committee meetings, Development Program meetings, and other construction planning related meetings, allows the OCA Construction Auditor to provide assistance in ensuring that the Authority is meeting compliance requirements for ongoing and planned projects. The OCA Construction Auditor continues to work with Finance personnel to ensure that all costs deemed eligible for Federal Funds meet the requirements of the specific programs and/or grants.

Ethics Compliance Program:

During the quarter, the OCA successfully transitioned the management of the Ethics Program from the outgoing Senior Auditor to existing staff. No issues were noted and the transition appeared seamless. A summary of the Ethics Program Hotline activities for the period January 1, 2016, through March 31, 2016, is provided in Appendix A.

Training:

During the third quarter, OCA staff attended the Institute of Internal Auditors Government Auditing Seminar, the National Association of Construction Auditors 5th Annual Conference, and participated in several Internet-based and self-paced training seminars. Of note were sessions regarding ethics and cyber security.

Performance Measures

The OCA establishes performance measures each year to provide a benchmark to gauge its success. The five (5) performance measures for FY16, along with their current status, are detailed below in Figure 5.

Figure 5: Status of Performance Measures as of March 31, 2016

Performance Measure	Goal	Progress as of March 31, 2016
Percentage of the audit plan completed annually	100%	65%
Additional revenue/cost savings identified through audits	n/a	\$44,689
Percentage of staff time spent on audit activities	80% ¹	90%
Percentage of audits completed within budgeted time	80%	80%
Implementation of Recommendations	90%	71%

Percentage of the audit plan completed annually: This measure provides information on what has been accomplished regarding the planned audit projects for the year. To date the OCA has completed 65% of the plan and an additional 28% of the audit plan is currently in-progress. We also have established quarterly goals for the completion of our audit plan. For the third quarter, we had a completion goal of 74% of the audit plan. Regardless, we should be able to meet our annual goal of completing the entire plan by the end of the fiscal year.

Additional revenue/cost savings identified: While the value of an audit cannot be adequately assessed by this performance measure, it does provide quantifiable values for completed audits. During the third quarter of FY16 we did not identify any additional revenue or cost savings leaving the total for the fiscal year at \$44,689, as noted in Figure 6 below:

Figure 6: Revenue and Cost savings Identified in FY 2016

Audit	Revenue Identified	Revenue Collected
DTG Operations, Inc., dba Thrifty and Dollar	\$35,847	\$0
BW-Budget-SDA LLC	8,842	8,842
Total	\$44,689	\$8,842

Percentage of staff time spent on audit activities: This measure helps ensure that the OCA spends an adequate amount of time on audit activities rather than administrative activities. To date, the OCA is well over its current goal of 80%.

Percentage of audits completed within budgeted time: This category monitors how efficient audit staff is in performing their audits. Specifically, audit staff is held accountable to the internally prepared audit budgets for each project. However, it recognizes that budgets may

¹ This is the percentage of time staff spends on audit projects, construction audit activities, training, and the Ethics Program, vs. total staff time worked.

need adjustment(s) as additional facts become known during an audit. For the fiscal year to date, the OCA is right at its goal of completing 80% of its projects within the budgeted time.

Implementation of Recommendations: This goal measures the value that the OCA is providing to the Authority by measuring how audit recommendations have impacted the Authority. For the fiscal year, 20 of 28 recommendations were implemented. While the percentage of implemented recommendations is under our goal, we are on track to achieve the goal, with an aim to have 90% of our recommendations implemented within the year. Additionally, there have been no recommendations issued this fiscal year that have exceeded our estimated completion time.

Going Forward

For completion during the fourth quarter of FY16, the OCA has targeted all of the audits currently in progress and six (6) additional audits. The completion of these audits will result in the accomplishment of 100% of the FY16 Audit Plan. Figure 7 identifies the audits scheduled for completion in the fourth quarter.

Figure 7: Audits Scheduled for Completion in the Fourth Quarter of Fiscal Year 2016

Audit	Type of Audit
Ace Parking Management, Inc	Expense Contract
Airport Security Management	Internal Process
Airport Terminal Services, Inc.	Revenue Contract
Business and Travel Expenses	Internal Process
Contract Management	Internal Process
Duty Free Americas San Diego LLC	Revenue Contract
Emergency Medical Technician & Paramedic Services	Expense Contract
Helix Electric, Inc.	Expense Contract
Kimley-Horn and Associates, Inc.	Expense Contract
Merriwether & Williams Insurance Services, Inc.	Expense Contract
Midway Rent A Car, Inc.	Revenue Contract
Nevada Lease and Rental, Inc. dba Payless Car Rental System	Revenue Contract
Procurement Card Spending	Internal Process
Rental Car Center Fund	Internal Process
Ricondo and Associates	Expense Contract
San Diego Unified Port District Billings – Fiscal Year 2015	Expense Contract
Sky Chef, Inc. dba LSG Sky Chefs	Revenue Contract
SSP America, Inc. (RP 6R)	Revenue Contract
The Hertz Corporation	Revenue Contract

Ethics Hotline
January – March 2016

	Number of Reports Received	Number Received Anonymously	Details Support Potential Code Violation (Ethics or Workplace)	Investigation of Concern	Response (email or phone to non-anonymous reports)
Code of Ethics Concerns					
Potential Misuse of Public Funds					
<i>Construction/Car Rental</i>	4	4	0	n/a	0
<i>Construction</i>	3	3	0	n/a	0
<i>Public Art</i>	1	1	0	n/a	0
Potential Misuse of Resources					
<i>Advertising</i>	1	1	0	n/a	0
Non Ethics Related Concerns					
Aircraft Noise	7	7	0	n/a	0
ATO Practices and Behavior	6	6	0	n/a	0
TSA Practices and Behavior	3	3	0	n/a	0
RCC Operations	3	3	0	n/a	0
Public Art Practices	1	1	0	n/a	0
General Workplace Concerns					
Prohibited Use of Position	5	5	4	n/a	0
Workplace Practices/Behavior	5	5	0	n/a	0
Volunteer Opportunity Emails	3	3	0	n/a	0
Workplace Equitability	2	2	0	n/a	0

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of March 31, 2016	OCA's Assessment	Estimated Completion Date
15-18	ACCOUNTING DEPARTMENT	Audit Report 15037, dated May 18, 2015, Procurement Card Program	17	Impact: 9 Probability: 8	The Accounting Department should develop a transaction-specific documentation requirement guide to be included in the Manual, and in the guidance for check requests, to mitigate any conflicts between the various Authority purchasing guidelines.	Accounting is in the final stages of completing an A/P Training and Reference Manual for the user training program that will be conducted prior to June 30, 2016. In addition, Accounting is in the planning stages of creating comprehensive Standards and Guidelines for Accounts Payable that will formally establish and document the processes and controls of approximately ten different methods of handling disbursements. This will involve a thorough review of all procedures to ensure consistent application across all methods. Incremental milestone deadlines will be set, with an estimated completion date to be determined with further discussions with stakeholders and BKD consultants.	In Progress	December 2017
16-04	INFORMATION & TECHNOLOGY SERVICES DEPARTMENT	Audit Report 16005, dated February 29, 2016, Information Technology Monitoring and Evaluation	17	Impact: 9 Probability: 8	Information & Technology Services Department should implement a proactive and systematic program for evaluating and monitoring compliance to IT cybersecurity policies.	I&TS will put in place the NIST Cyber Security Framework which provides guidance and best practices to manage and reduce cyber security risks for critical infrastructure.	In Progress	December 31, 2017
15-19	PROCUREMENT DEPARTMENT	Audit Report 15037, dated May 18, 2015, Procurement Card Program	15	Impact: 8 Probability: 7	Procurement should ensure that a fully trained backup is performing the full duties and responsibilities of the P-Card Program Analyst during extended absences. A formal training manual should be created and updated annually to address any new procedures or issues noted in the preceding year. The manual can then be used by the backup person to provide the annual training if the P-Card Analyst is not available.	The P-Card Program Analyst is working on the draft of a desk manual.	In Progress	May 2016

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

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of March 31, 2016	OCA's Assessment	Estimated Completion Date																				
16-02	INFORMATION & TECHNOLOGY SERVICES DEPARTMENT	Audit Report 16005, dated February 29, 2016, Information Technology Monitoring and Evaluation	15	Impact: 8 Probability: 7	In order to maintain a comprehensive Cyber-security Policy for all Authority IT systems, the oversight of systems security should be centralized to the Information and Technology Services Department (I&TS). For Facilities Development Department (FDD) and Airport Development Program (ADP) personnel currently managing the GIS and DocuShare systems, business processes should maintain oversight within the respective department, while the IT processes would be the responsibility of I&TS.	At the time of the audit report, I&TS indicated that it would work closely with FDD to identify possible solutions to address this recommendation.	Completed	N/A																				
15-22	PROCUREMENT DEPARTMENT	Audit Report 15037, dated May 18, 2015, Procurement Card Program	14	Impact: 7 Probability: 7	Procurement should provide additional analysis of the P-Card Program to Management on a regular basis.	A spend report and analysis for 2015 has been run for each department. All reports will have been distributed to Department Directors and Vice Presidents by May 2016.	In Progress	May 2016																				
15-31	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report 16018, dated December 23, 2015, DTG Operations, Inc., dba Thrifty and Dollar	14	Impact: 7 Probability: 7	Business and Financial Management should request that Accounting generate an invoice to DTG in the amount of \$35,847, as detailed below: License Fee and CFC Recalculation <table border="1" style="margin-left: 20px;"> <thead> <tr> <th></th> <th>Dollar</th> <th>Thrifty</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Finding 1 - License Fees</td> <td><\$12,383></td> <td><\$4,449></td> <td><\$16,832></td> </tr> <tr> <td>Finding 2 - CFC</td> <td><2,052></td> <td>18,011</td> <td>15,959</td> </tr> <tr> <td>Finding 3 - Non-Airport</td> <td><u>27,476</u></td> <td><u>9,244</u></td> <td><u>36,720</u></td> </tr> <tr> <td>Total</td> <td>\$13,041</td> <td>\$22,806</td> <td>\$35,847</td> </tr> </tbody> </table>		Dollar	Thrifty	Total	Finding 1 - License Fees	<\$12,383>	<\$4,449>	<\$16,832>	Finding 2 - CFC	<2,052>	18,011	15,959	Finding 3 - Non-Airport	<u>27,476</u>	<u>9,244</u>	<u>36,720</u>	Total	\$13,041	\$22,806	\$35,847	Invoices were issued in February. Collections are still being pursued.	In Progress	June 2016
	Dollar	Thrifty	Total																									
Finding 1 - License Fees	<\$12,383>	<\$4,449>	<\$16,832>																									
Finding 2 - CFC	<2,052>	18,011	15,959																									
Finding 3 - Non-Airport	<u>27,476</u>	<u>9,244</u>	<u>36,720</u>																									
Total	\$13,041	\$22,806	\$35,847																									
16-01	AIRSIDE OPERATIONS DEPARTMENT	Audit Report 16032, dated February 1, 2016, Aircraft Rescue and Fire Fighting Expense Billings - Fiscal Year 2015	14	Impact: 7 Probability: 7	We recommend that the Airside Operations Department notify the Accounting Department to issue a payment to the City of San Diego for the underbilling of \$159,226 for personnel expenses. The adjustments to firefighter fringe rates, Fair Labor Standards Act overtime expenses, and the Tele Staff Desk credit, should be included in the final calculation of the amount due to the City for Fiscal Year 2015 ARFF services.	Received invoice from the City on Friday April 8, 2016. Currently with AP for processing and payment before end of April.	Completed	N/A																				
15-16	PROCUREMENT DEPARTMENT	Audit Report 15037, dated May 18, 2015, Procurement Card Program	13	Impact: 6 Probability: 7	To ensure that Approving Officials take ownership of their review responsibilities, the Procurement Department should revise the Manual to include the same disciplinary measures for Approving Officials who approve reconciliations with inadequate documentation, or questionable, prohibited, or restricted purchases, as those imposed on P-Cardholders.	The updated 2016 Manual has been published on the Authority's intranet. The new manual includes updating Violation consequences (Page 3, Section III. F) to include approving officials.	Completed	N/A																				

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

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of March 31, 2016	OCA's Assessment	Estimated Completion Date
15-30	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report 16030, dated December 8, 2015, NewZoom, Inc. dba ZoomSystems	13	Impact: 7 Probability: 6	More in-depth monitoring of sales and payments of concessionaires should be performed on a monthly/on-going basis. Changes in sales and late payments should be analyzed more thoroughly and any alarming trends should be reported to senior management. Each monthly statement sent to concessionaires should include a delinquency report with the associated assessed late fees with a request for payment.	Statements include late fees. Improved monitoring between Business Managements and the Collections Specialist is in place. Due to E1 constraints, late fess remain calculated after the payment is received.	Completed	N/A
16-03	INFORMATION & TECHNOLOGY SERVICES DEPARTMENT	Audit Report 16005, dated February 29, 2016, Information Technology Monitoring and Evaluation	12	Impact: 6 Probability: 6	Information & Technology Services Department should take immediate measures to identify and protect data and systems by implementing comprehensive IT Cybersecurity policy.	I&TS filled the roll of the Cyber Security Specialist position. The Cyber Security Specialist is taking measures to protect the data and systems. In addition, he is in the process of implementing the Center for Internet Security's (CIS) recommended actions to stop pervasive and dangerous cyber security attacks.	In Progress	December 31, 2016
15-29	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report 16030, dated December 8, 2015, NewZoom, Inc. dba ZoomSystems	11	Impact: 5 Probability: 6	Monitoring of requirements of each concessionaire lease agreement needs to be strengthened and well documented. Differences in processes used by concessionaires should be analyzed for adequacy to determine if they provide the outcome that the Authority is actually seeking. The pricing and product processes used by ZoomSystems appear to be reasonable and ones that can be easily monitored by the Authority, but the lease should be changed to reflect the processes used.	In process to be completed by June 2016.	In Progress	June 2016
16-05	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report 16004, dated March 30, 2016, Grant & Non-Airline Revenue Management	9	Impact: 5 Probability: 4	The Business and Financial Management Department (BFM) should expand and enhance documentation pertaining to the grant management program. In addition, the current grant manual should be updated and reviewed and formal training should be conducted periodically, to ensure consistent knowledge of procedures and regulations and to provide guidance for employee(s), including required documents needed by the employee(s) to complete their job duties, as well as the assignment of responsibility for tasks and actions.	In the process to develop a plan. Estimated completion December 2016.	In Progress	December 2016

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

Rec. No.	Department Name	Audit Report Description	Risk Score	Risk	Recommendation	Status as of March 31, 2016	OCA's Assessment	Estimated Completion Date
15-28	BUSINESS AND FINANCIAL MANAGEMENT DEPARTMENT	Audit Report 16016, dated November 6, 2015, BW-Budget-SDA LLC	8	Impact: 3 Probability: 5	The Business and Financial Management Department should request that the Accounting Department issue an invoice to Budget for the net amount of \$8,842.	Payment received.	Completed	N/A

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

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Fiscal Year 2017 Proposed Audit Plan of the Office of the Chief Auditor

Recommendation:

Adopt Resolution No. 2016-0041, approving the proposed Fiscal Year 2017 Audit Plan.

Background/Justification:

As directed in the California Public Utilities Code §170018(g) and the Charter of the Office of the Chief Auditor, Section 4 and Section 5, an Audit Plan shall be created and submitted by the Office of the Chief Auditor to the Audit Committee for review and approval at the beginning of each fiscal year.

The Fiscal Year 2017 Proposed Audit Plan was prepared by the Chief Auditor based on the following key elements: a comprehensive risk assessment methodology and analysis; input from the Board; input from Authority management; and, on the basis of staff resources available. See Attachment A for a detailed account of the Fiscal Year 2017 Audit Plan formulation.

During its regularly scheduled meeting on May 2, 2016, the Audit Committee was presented with the Office of the Chief Auditor's Proposed Fiscal Year 2017 Audit Plan (Attachment A), and voted unanimously to forward the item to the Board for approval.

Fiscal Impact:

None.

Authority Strategies:

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

Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

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

Application of Inclusionary Policies:

Not Applicable

Prepared by:

MARK A. BURCHYETT
CHIEF AUDITOR

RESOLUTION NO. 2016-0041

A RESOLUTION OF THE BOARD OF THE SAN
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
APPROVING THE PROPOSED FISCAL YEAR 2017
AUDIT PLAN OF THE OFFICE OF THE CHIEF
AUDITOR

WHEREAS, California Public Utilities Code §170018 specifies the membership (consisting of board members and public members), the terms, and the responsibilities of the Audit Committee; and

WHEREAS, §170018(g) of the California Public Utilities Code and the Authority Charter of the Office of the Chief Auditor require the Audit Committee to approve the annual internal and external audits, including the auditor's annual audit plan, for each fiscal year and submit the same to the Board for approval; and

WHEREAS, at its regular meeting on May 2, 2016, the Audit Committee was presented with the Fiscal Year 2017 Proposed Audit Plan and voted to accept the plan and forward it for Board approval.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the Fiscal Year 2017 Proposed Audit Plan of the Office of the Chief Auditor (Attachment A); and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 19th day of May 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

PROPOSED FISCAL YEAR 2017 AUDIT PLAN

Introduction

This document is for the purpose of communicating to the San Diego County Regional Airport Authority (Authority) Board the process used for constructing the Office of the Chief Auditor's (OCA) Annual Audit Plan (Audit Plan) for Fiscal Year 2017.

The Audit Plan was developed utilizing a risk assessment methodology that considered specific impact and probability risks. Impact risk evaluates the effect resulting from a breakdown in an operation's environment, processes, and/or controls. Probability risk evaluates the likelihood that an incident will occur.

Utilizing a structured risk assessment methodology enables the OCA to quantify the level of risk related to the Authority's processes and business activities. On the basis of the risk scoring, the OCA can develop an appropriate audit schedule that will ensure adequate review of the Authority's operations.

The risk assessment methodology utilized by the OCA to construct the Fiscal Year 2017 Audit Plan is a five-part process consisting of:

1. Developing the risk assessment model;
2. Understanding department activities;
3. Scoring the process and business activity risks;
4. Ranking the auditable areas; and,
5. Developing the audit plan.

Developing the Risk Assessment Model

We have inventoried all Authority activities, segregating them into the following categories:

- Annual Ongoing Audits and Support
- Internal Business Process Audits
- Expense Contract Audits
- Car Rental Contract Audits¹
- Other Lease Contract Audits¹
- Concession Contract Audits¹

These categories were segregated into auditable units, and estimated audit hours were then assigned to each auditable unit. Each audit unit's risk was scored using the impact and probability risk criteria, and then ranked based on the auditable unit's risk score. The final risk score for each auditable unit are detailed in Attachments 3, 4, 5, 6 and 7.

To determine the annual amount of staff time available to complete audits, we estimated the amount of time each audit staff member would have to devote to audit projects, taking into consideration administrative, vacation, training, sick, and holiday hours. We estimated that a total of 10,192 staff hours are available during Fiscal Year 2017 to conduct assigned audits.

The next step was to determine the net hours available for non-annual audits that relate to business processes, expense contracts, and revenue contracts. This amount was calculated by

¹ Car Rental, Other Lease, and Concession contracts are combined under Revenue Contract Audits in the Audit Plan.

PROPOSED FISCAL YEAR 2017 AUDIT PLAN

subtracting the hours required to conduct annual ongoing audits, ethics program activities, and construction audit activities, from the total available hours. Table 1 below details this calculation.

**TABLE 1
Staff Hours Available to Conduct Non-Annual Audits**

Total Available Staff Hours Per Year (See Attachment 1)	10,192
Annual Ongoing Audits and Special Requests	(1,867)
Ethics Program Activity	(375)
Construction Audit and Monitoring Activity	(1,000)
Available Hours for Non-Annual Audits	6,950

The final step was to develop the Fiscal Year 2017 audit plan based on the available resources and risk scores. For each of the audit categories (business processes, expense contracts, and revenue contracts) we selected audit units with higher risk scores, taking into account the amount of resources that would be required of the internal audit staff and the amount of audit time required by applicable Authority Departments.

The proposed Audit Plan for Fiscal Year 2017 is presented in Attachment 1. Contracts selected comprise the following:

- Expense contracts account for 64.8% of the total actual expenses over a 12-month period.
- Car Rental revenue contracts account for 71.5% of the total collected revenues over a 12-month period.
- Other Lease revenue contracts account for 51.2% of the total collected revenues over a 12-month period.
- Concession revenue contracts account for 39.9% of the total collected revenues over a 12-month period.

Further explanation of each of the audit units included in the Audit Plan is provided in Attachment 2.

Subsequent attachments summarize the risk score details:

- Attachment 3: Business Processes – Descending Risk Scores
- Attachment 4: Expense Contracts – Descending Risk Scores
- Attachment 5: Revenue Contracts – Car Rental – Descending Risk Scores
- Attachment 6: Revenue Contracts – Other Lease – Descending Risk Scores
- Attachment 7: Revenue Contracts – Concession – Descending Risk Scores

**San Diego County Regional Airport Authority
Office of the Chief Auditor
Proposed FY 2017 Audit Plan**

BUSINESS PROCESS AUDITS (Attachment 3)		
1	Telecommunications Services and Billing	300
2	Process Control - Airport Development & Construction	600
3	Property and Inventory Management	250
4	Airport Lost and Found	200
5	Environmental Compliance	300
	TOTAL BUSINESS PROCESS AUDIT HOURS	1,650 16.2%
EXPENSE CONTRACT AUDITS (Attachment 4)		
6	Austin/Sundt	450
7	AECOM Technical Services, Inc.	150
8	AMEC Environmental and Infrastructure, Inc.	150
9	Orion Construction Corporation	150
10	Jones Payne Group	150
11	Hearne Corporation	150
12	Bradford Airport Logistics	150
13	HSS, Inc.	150
14	SP Plus Corporation	150
	TOTAL EXPENSE CONTRACT AUDIT HOURS	1,650 16.2%
REVENUE CONTRACT AUDITS (Attachments 5, 6, and 7)		
15	Enterprise Rent A Car Company (Enterprise, Alamo, National)	400
16	Coronado Transportation System	250
17	Avis Rent A Car Systems LLC	300
18	The Hertz Corporation	300
19	Fox Rent A Car	300
20	Ace Parking	350
21	Airline & Others (Ogden Aviation)	150
22	JCDecaux, Inc.	250
23	Gate Gourmet Inc.	150
24	High Flying Foods San Diego (FSP 8)	200
25	Host International Inc. (FSP 1)	200
26	Swissport Lounge LLC	200
27	Spa Didacus Inc. (RP 5)	200
28	High Flying Foods San Diego (FSP 7)	200
29	Paradies - San Diego LLC (RP1)	200
	TOTAL REVENUE AUDIT HOURS	3,650 35.8%
ANNUAL ONGOING AUDITS AND SUPPORT		
30	Aircraft Rescue and Fire Fighting (ARRF)	150
31	Board Member and Executive Business Expenses	50
32	Rental Car Center Fund	50
33	Procurement Card Program	150
34	Agreements with Expenditure Limits Not to Exceed \$100,000	100
35	Transportation Network Company Reviews and Assistance	250
36	Emergency Medical Technician & Paramedic Services	80
37	San Diego Unified Port District Billing	250
	ANNUAL ONGOING AUDIT AND SUPPORT HOURS	1,080
38	Special Request Audits	787
	TOTAL ANNUAL ONGOING AUDIT AND SUPPORT HOURS	1,867 18.3%
39	ETHICS PROGRAM ACTIVITY	375 3.7%
40	CONSTRUCTION AUDIT AND MONITORING ACTIVITY	1,000 9.8%
	TOTAL HOURS	10,192 100.0%
	AVAILABLE AUDIT HOURS FROM OFFICE STAFF	10,192
	DIFFERENCE	0

**Fiscal Year 2017 Audit Plan
Audit Unit Definitions**

ATTACHMENT 2

#	Audit Unit	Explanation
<i>Business Process Audits</i>		
1	Telecommunications Services and Billing	Evaluate procedures and controls related to telecommunication services and billings. This audit was suggested by the Director, Information Technology, to help ensure that current telephone billings represent valid Authority needs.
2	Process Control - Airport Development & Construction	Analyze procedures and controls related to airport development and construction processes. This audit was suggested by the Director, Airport Development and Construction, to help ensure that current procedures and controls reduce risk to an adequate level.
3	Property and Inventory Management	Review controls, compliance, and performance related to the property and inventory management.
4	Airport Lost and Found	Examine the Airport lost and found operations, including policies and procedures, inventory controls, and reporting compliance.
5	Environmental Compliance	Evaluate the controls in place, and operating effectively, to ensure compliance with Federal, State, and Local environmental compliance and reporting.
<i>Expense Contract Audits</i>		
6	Austin/Sundt	Review contract expenditures related to joint venture to construct the rental car center.
7	AECOM Technical Services, Inc.	Review contract expenditures related to providing program management and support services, with a maximum contract amount of \$60,000,000 over a three year period.
8	AMEC Environmental and Infrastructure, Inc.	Review contract expenditures related to on-call material testing, special inspection, and geotechnical services for Capital Improvement Program and major maintenance programs, with a maximum contract amount of \$5,000,000 over a three year period.
9	Orion Construction Corporation	Review contract expenditures related to Construct the north side utility storm drain trunk, with a maximum contract amount of \$10,396,680 over a three year period.
10	Jones Payne Group	Review contract expenditures related to on-call engineer to provide consulting work on the airport master plan project, with a maximum contract price of \$19,760,000 over a three year period.
11	Hearne Corporation	Review expenditures related to reconfiguring security checkpoint 2 and refurbishing Terminal 1 rotundas & baggage claim area, with estimated maximum contract amounts of \$3,829,623.

**Fiscal Year 2017 Audit Plan
Audit Unit Definitions**

#	Audit Unit	Explanation
12	Bradford Airport Logistics	Review contract expenditures related to operating the central receiving and distribution center, with a maximum contract amount of \$7,599,422 over a five year period.
13	HSS, Inc.	Review expenditures related to providing contract security services, with estimated maximum contract amounts of \$19,000,000 over a three year period.
14	SP Plus Corporation	Review contract expenditures related to the purchase of 16 shuttle buses in the amount of \$7,791,277, and operate the Rental Car Center buses for a period of five years in the amount of \$29,208,723.
<i>Revenue Contract Audits</i>		
15	Enterprise Rent A Car Company (Enterprise, Alamo, National)	Review the accuracy of revenues received from a car rental company.
16	Coronado Transportation System+	Review the accuracy of revenues received from a car rental company.
17	Avis Rent A Car Systems LLC	Review the accuracy of revenues received from a car rental company.
18	The Hertz Corporation	Review the accuracy of revenues received from a car rental company.
19	Fox Rent A Car	Review the accuracy of revenues received from a car rental company.
20	Ace Parking	Review the accuracy of revenues for providing ground transportation and parking services.
21	Airline and Others (Ogden Aviation)	Review the accuracy of revenues and related expenditures for fueling services.
22	JCDecaux, Inc.	Review the accuracy of revenues and related expenditures for advertising services.
23	Gate Gourmet, Inc.	Review the accuracy of revenues and related expenditures for airline food services.
24	High Flying Foods San Diego (FSP 8)	Review the accuracy of revenues and related expenditures for concession services.
25	Host International Inc. (FSP 1)	Review the accuracy of revenues and related expenditures for concession services.
26	Swissport Lounge LLC	Review the accuracy of revenues and related expenditures for concession services.
27	Spa Didacus Inc. (RP 5)	Review the accuracy of revenues and related expenditures for concession services.
28	High Flying Foods San Diego (FSP 7)	Review the accuracy of revenues and related expenditures for concession services.
29	Paradies - San Diego LLC (RP1)	Review the accuracy of revenues and related expenditures for concession services.

**Fiscal Year 2017 Audit Plan
Audit Unit Definitions**

#	Audit Unit	Explanation
<i>Annual Ongoing Audits & Support</i>		
30	Aircraft Rescue & Fire Fighting (ARFF) Billing	Ensure that the Authority is reimbursing the City for actual costs incurred to provide ARFF services, so that the Authority is in compliance with the FAAs revenue diversion requirements.
31	Board Member and Executive Business Expenses	Review the appropriateness of Board Member expenditures, and compliance of these expenditures with Authority policy.
32	Rental Car Center Fund	Review Rental Car Center Fund for compliance with Authority policies and State regulations.
33	Procurement Card Program	Review controls related to P-cards and appropriateness of expenditures.
34	Agreements with Expenditure Limits Not to Exceed \$100,000	Review sample of expenditures of contracts that are less than \$100,000 per year.
35	Transportation Network Company (TNC) Reviews and Assistance	Working with the Ground Transportation Department, review TNC operations and assist with sample selection of TNC operators for background checks.
36	Emergency Medical Technician-Paramedic Services	Ensure that the Authority only reimburses the City for the actual costs of providing the emergency medical technician-paramedic services, so that the Authority is in compliance with the FAAs revenue diversion requirements.
37	San Diego Unified Port District Billing	Determine that payments made to the Port are reflective of the actual expenses incurred to provide those services, so that the Authority is in compliance with the FAAs revenue diversion requirements.
38	Special Request Audits	Perform close out audits (audits of vendors that terminate operations at SDIA) and audits requested by Board Members and/or management that were not included in the audit plan.
<i>Other Audit Activity</i>		
39	Ethics Program Activity	Review ethics policies on an annual basis, provide training, and investigate reported incidents.
40	Construction Audit and Monitoring Activity	Perform audits of construction activities related to the Capital Improvement Program and the Airport Design and Construction Department.

**Fiscal Year 2017 Audit Plan
Business Processes – Descending Risk Scores**

ATTACHMENT 3

Business Processes	Risk Score	Estimated Hours
Telecommunications Services and Billing	4.80	300
Process Control - Airport Development & Construction	4.80	600
Property Management	4.70	250
Contract Management	4.60	300
Airport Lost and Found	4.60	200
Airport Security Management	4.50	300
Grant and Non-Airline Revenue Procurement and Management	4.30	250
Environmental Compliance	4.10	300
Information Technology Monitoring and Evaluation	4.00	300
Procurement Management	3.90	300
Organizational Performance Measures	3.80	250
Airline Services Management	3.80	300
Budget Management and Analysis	3.80	300
Public Parking Management	3.80	350
Revenue and Business Development Management	3.80	300
Treasury/Cash Management	3.80	300
Airline Route Sales and Management	3.70	250
Capital and Maintenance Project Selection and Planning	3.70	300
Information Technology Performance	3.70	350
Information Technology Acquisition and Implementation	3.70	350
Information Technology Delivery and Support	3.70	350
Marketing and Public Communications	3.70	350
Risk Service Management	3.70	250
Consortium Agreement Compliance	3.60	250
Energy Usage	3.60	300
Restricted Fund Accountability	3.60	150
Sustainability Management	3.60	250
Debt Service Management	3.50	250
Enterprise Risk Management	3.50	350
Small Business Development Management	3.50	300
Timekeeping Payroll Compliance	3.50	250
Transportation and Traffic Services Management	3.50	300
Vehicle Fleet Management	3.50	300
Airport Land Use Management	3.40	300
Concessionaire Management	3.40	250
Attorney General MOU on Greenhouse Gases Compliance	3.30	200
Business Continuity Management	3.30	300
Human Resources Services	3.20	350
Social Media Control	3.20	250
Special Event Management	3.20	200
Airport Noise Management	3.10	200
Business and Travel Expenses	3.10	300
Cloud Management	3.10	300
Public Records Management	2.90	250
		12,700

**Fiscal Year 2017 Audit Plan
Expense Contract – Descending Risk Scores**

ATTACHMENT 4

Company	Risk Score	Hours
Austin/Sundt	4.80	450
AECOM Technical Services, Inc.	4.70	150
AMEC Environmental and Infrastructure, Inc.	4.50	150
Orion Construction Corporation	4.40	150
Jones Payne Group	4.40	150
Hearne Corporation	4.40	150
Bradford Airport Logistics	4.40	150
HSS, Inc.	4.30	150
SP Plus Corporation	4.20	150
Statewide Stripes, Inc.	4.10	150
Neal Electric Corporation dba Neal Electric Inc.	4.10	150
Frasca & Associates Inc.	4.10	150
RAL Investment Corporation dba Silverstrand Construction	4.10	150
KONE, Inc.	4.10	150
G & G Specialty Contractors, Inc.	4.00	150
SITA Information Networking Computing USA	4.00	150
Ensley Electric, Inc.	4.00	150
M.W. Vasquez Construction Company, Inc. dba Vasquez Construction Company	4.00	150
Serco Management Services, Inc.	4.00	150
Dynamic Contracting Services, Inc.	4.00	150
DuWright Construction Inc.	4.00	150
Meriwether and Williams Insurance Services Inc.	4.00	150
Helix Electric, Inc.	4.00	150
Westgroup Designs, Inc.	4.00	150
Jacobs Project Management Co.	4.00	150
RGC Construction, Inc.	4.00	150
Porter Novelli Inc.	3.90	150
Project Team Solutions, Inc. (PTSI)	3.90	150
Traveler's Aid Society of San Diego	3.90	150
AssetWorks	3.90	150
Greenhaus Inc.	3.90	150
Ace Parking Management, Inc.	3.80	350
Kimley-Horn and Associates Inc.	3.80	150
S&L Specialty Contracting, Inc.	3.80	150
Pacific Rim Mechanical	3.80	150
Sign Age Identity Systems Inc.	3.80	150
Service Tec International, Inc.	3.80	150
Ricondo and Associates	3.80	150
Velocity Technology Solutions, Inc.	3.80	150
Willis Insurance Services of California, Inc.	3.80	150
The Christmas Light Company	3.80	150
Ocean Blue Environmental Services	3.70	150

**Fiscal Year 2017 Audit Plan
Expense Contract – Descending Risk Scores**

ATTACHMENT 4

CompuCom Systems Inc.	3.70	150
Hazard Construction Company	3.60	150
Leigh Fisher & Associates	3.60	150
Allied Waste Systems, Inc. dba Republic Services	3.60	150
Jacobsen/Daniels Associates LLC	3.60	150
Gordon-Prill San Diego, Inc.	3.60	150
Campbell-Hill Aviation Group	3.60	150
Insight Public Sector	3.60	150
Abhe & Svoboda, Inc.	3.60	150
24 Hour Fire Protection, Inc.	3.60	150
PBS Engineers, Inc.	3.60	150
Zoological Society of San Diego	3.60	150
SSI, Inc.	3.60	150
Simon Wong Engineering, Inc.	3.60	150
Aon Consulting and Insurance Services, Inc.	3.60	150
Demattei Wong Architecture, Inc.	3.50	200
ThyssenKrupp Airport Systems, Inc.	3.50	150
Abadjis Systems, Ltd.	3.50	150
VA Consulting, Inc.	3.50	150
Kleinfelder West Inc.	3.50	150
Manatt, Phelps & Phillips LLP	3.50	150
URS, Inc.	3.50	150
Bruel & Kjeear EMS	3.50	150
Diamond Environmental Services LP	3.50	150
Cannon Pacific Services Inc.	3.50	150
Stanley Access, Inc.	3.50	150
Ameri-Mex Plumbing Inc.	3.50	150
Borrego Solar System, Inc.	3.50	150
AT&T, CALNET 2 Contract	3.50	150
Granite Construction Company	3.40	150
Serco, Inc.	3.40	150
Aztec Landscaping	3.40	150
EC Constructors, Inc.	3.40	150
Ninyo & Moore Geotechnical Consultants	3.40	150
JRM Consultants & Investigations Company	3.40	150
Best Best Krieger LLP	3.40	150
Mary Stathoulis dba Modern Painting	3.40	150
Downstream Services, Inc.	3.40	150
A-Team Contractors, Inc.	3.40	150
Research Horizons LLC, dba Phoenix Marketing International	3.40	150
LCPTTracker, Inc.	3.40	150
Aurora Industrial Hygiene, Inc.	3.40	150
Riskconnect, Inc.	3.40	150
County of San Diego Sheriff's Department, Regional Communications System	3.40	150

**Fiscal Year 2017 Audit Plan
Expense Contract – Descending Risk Scores**

ATTACHMENT 4

A-Advanced Locksmiths	3.40	150
A Good Roofer, Inc.	3.40	150
UniFirst Corporation	3.40	150
On the Spot Flooring	3.40	150
Morrison & Foerster LLP	3.40	150
Atkins North America, Inc.	3.30	150
Tom Mascarenak dba Ground Equipment Services	3.30	150
Nolte Associates Inc.	3.30	150
Chula Vista Electric Company	3.20	150
Haley and Aldrich, Inc.	3.20	150
Southern California Fleet Services, Inc.	3.20	150
M.B. Oliver Inc. dba Agricultural Pest Control Services	3.20	150
Commercial & Industrial Roofing Company, Inc.	3.20	150
Planetbids, Inc.	3.20	150
Paul Plevin Sullivan & Connaughton LLP	3.20	150
Location Matters	3.20	150
Discount Glass & Mirror Inc.	3.20	150
Clark Telecom and Electric (CTE) Inc.	3.20	150
Audio Associates of San Diego	3.20	150
Meyers Nave	3.20	150
Hawthorne Machinery Co.	3.20	150
Xtreme Floor Covering Specialists Inc.	3.20	150
Hellman, Obata & Kassabaum (HOK), Inc.	3.20	150
Stutz Artiano Shinoff & Holtz APC	3.20	150
United States Department of Agriculture	3.20	150
Seasonal Innovations Inc. dba Greenleaf Plant Solutions	3.10	150
Kutak Rock LLP	3.10	150
Cartwright Termite & Pest Control	3.10	150
Hatch Mott MacDonald, LLC	3.10	150
Marsh USA Inc.	3.10	150
TruGreen Landcare LLC	3.10	150
General Networks Corporation	3.00	150
Helix Mechanical, Inc.	3.00	150
Ueberall International LLC	3.00	150
USDA - Animal and Plant Health Inspection Services	3.00	150
Passur Aerospace Inc.	3.00	150
HPS Mechanical, Inc.	3.00	150
All County Fire, Inc.	3.00	150
The Glass Company, Inc. dba C & C Glass	3.00	150
KPFF, Inc. dba KPFF Consulting Engineers	3.00	150
Mags Harries & Lajos Heder Collaborative	3.00	150
AB Engineering, Inc.	3.00	150
Built Pacific, Inc.	3.00	150
Can-Do Electric, Inc.	3.00	150

**Fiscal Year 2017 Audit Plan
Expense Contract – Descending Risk Scores**

ATTACHMENT 4

Denovo Ventures LLC	3.00	150
EMS Construction, Inc.	3.00	150
Epoch Universal, Inc.	3.00	150
Gatzke, Dillon & Balance LLP	3.00	150
PAL General Engineering, Inc.	3.00	150
Plumbright, Inc.	3.00	150
San Diego Office Interiors	3.00	150
Vector Resources, Inc.	3.00	150
WTS, Inc.	3.00	150
CH2M Hill	2.90	150
U.S. Bank National Association	2.90	150
Are & R Plumbing Inc.	2.90	150
Endless Summer Heating and Cooling, Inc.	2.90	150
Quality Fence Co. Inc.	2.80	150
APEX Contracting & Restoration, Inc.	2.80	150
CPS Human Resources	2.80	150
Drain Medic Plumbing	2.80	150
United Storm Water Inc.	2.80	150
Carter & Burgess, Inc.	2.70	150
Idea Integration Corp. dba Idea	2.70	150
Law Management Inc. dba Designer Glass & Shower	2.70	150
PC Specialists, Inc. dba Technology Integration Group (TIG)	2.70	150
SIGMAnet, Inc.	2.60	150
Aircraft Service International, Inc.	2.50	150
Sadler Electric, Inc.	2.50	150
Marsh Risk & Insurance Service	2.40	150
Mactec Engineering and Consulting	2.20	150
RJC Architects, Inc.	2.00	150
MJE Marketing Services, Inc.	2.00	150
Solution Guidance Corporation	2.00	150
ETA Transit Systems	2.00	150
Transcore LP	2.00	150
Sharp Business Systems	2.00	150
Swinerton Builders	2.00	150
Total Communicator Solutions, Inc.	2.00	150
Lease Servicing Center, Inc.	2.00	150
Exelis, Inc. Information Systems	2.00	150
Bay City Equipment Industries, Inc. dba Bay City Electric Work	2.00	150
Artwork San Diego	2.00	150
Everbridge, Inc.	2.00	150
Print-O-Tape Inc.	2.00	150
Polsinelli LLP	2.00	150
Heidi Halsey	2.00	150
Ball-Nogues Design Studio, LLC	2.00	150

**Fiscal Year 2017 Audit Plan
Expense Contract – Descending Risk Scores**

ATTACHMENT 4

BC Rental dba BC Traffic Specialist	2.00	150
Casper BV	2.00	150
Coffman Associates, Inc.	2.00	150
Faithful + Gould, Inc.	2.00	150
Fordyce Construction, Inc.	2.00	150
Legge Lewis Legge LLC	2.00	150
Nossaman LLP	2.00	150
Oracle, Inc.	2.00	150
Selbert Perkins Design	2.00	150

28,000

**Fiscal Year 2017 Audit Plan
Car Rental Contracts – Descending Risk Scores**

ATTACHMENT 5

Company	Risk Score	Hours
Enterprise Rent A Car Company (Enterprise, Alamo, National)	4.60	400
The Hertz Corporation	4.60	300
Fox Rent A Car	4.50	300
Avis Rent A Car Systems LLC	4.40	300
Coronado Transportation System	4.10	250
BW - Budget - SDA, LLC	4.00	250
Nevada Lease and Rental Inc. dba Payless Car Rental System	4.00	250
DTG Operations Inc. dba Thrifty & Dollar	3.80	300
Simply Wheelz LLC dba Advantage Rent-A-Car	3.80	250
Midway Rent A Car, Inc.	3.67	200
Pneuma Enterprises Inc. dba TravCar	3.33	150
Gitibin dba Go Rental	3.33	150
Airport Van Rental, Inc.	3.00	150
RLZ Corporation dba Pacific Rent-A-Car	2.67	150
South CA A1 Car Rental dba A1 Rent a Car	2.67	150
American Car Rental	2.67	150
Flight Car, Inc. LC	2.60	150
EZ Rent A Car	2.50	250

4,100

**Fiscal Year 2017 Audit Plan
Other Lease Contracts – Descending Risk Scores**

ATTACHMENT 6

Company	Risk Score	Hours
Ace Parking	5.00	350
Landmark Aviation GSO-SAN, LLC	4.50	150
Airline & Others (Ogden Aviation)	3.33	150
JCDecaux, Inc.	3.00	250
Gate Gourmet Inc.	3.33	150
US General Services Administration	4.50	250
Bank of America NA a National Banking Association	4.00	300
Aircraft Services International Inc.	3.33	150
DAL Global Services LLC	3.83	150
GAT Airline Ground Support Inc.	3.83	150
Sky Chef Inc. dba LSG Sky Chefs	4.00	150
Elite Line Services Inc.	3.50	150
Airport Terminal Services Inc.	4.50	150
Primeflight Aviation Services	3.17	150
Advanced Wireless Group LLC	4.00	150
GGTW	4.00	150
Smarte Carte Inc.	4.00	150
Flying Food Group LLC	4.00	150
Integrated Airline Services Inc.	4.00	150
Huntleigh USA Corporation	4.00	150
Cargo Airport Services USA LLC	4.00	150
G2 Secure Staff, LLC	3.83	150
San Diego Air and Space Technology	3.67	150
US Aviation Services Corporation	3.33	150
Injai Corporation dba Stevie's Catering	3.50	150
Travelex America	3.83	150
Aviation Port Services	3.83	150
AC Holding, Inc.	2.67	150
Jetstream Ground Services Inc.	3.50	150
Certified Aviation Services LLC	4.00	150
Worldwide Flight Services	3.50	150
Ground Equipment Services	3.83	150
SCIS Air Security Corporation	3.50	150
Rainbow Concessions	3.00	150
ABM Services dba OneSource	3.50	150
Accufleet International	3.00	150
Gate Safe	3.00	150
Certified Folder Display Services Inc.	3.00	150
SLB, Inc. dba Goodfellows Shoeshine	3.67	150
Hallmark Aviation Services	3.00	150
Moody's Lunch Services	2.67	150
Aeronautical Radio	2.67	150

**Fiscal Year 2017 Audit Plan
Other Lease Contracts – Descending Risk Scores**

ATTACHMENT 6

Master Lightning Security Services	3.00	150
ABX Air Inc.	4.00	150
Pacific Aircraft Maintenance	3.00	150
Pristine Fleet LLC	3.00	150
Immaculate Flight Inc.	3.00	150
LGSTX Services Inc.	3.00	150
Clean Before Flight Inc.	3.00	150
Jaroth, Inc. dba Pacific Telemanagement Services	3.33	150
Southwest Air Dynamics, Inc.	2.67	150
Traveler's Aid Society of San Diego	2.67	150
Security Point Media LLC	3.00	150
Air Transport International, LLC	2.67	150
Arinwine Aircraft Maintenance LLC dba F&E Aircraft	2.67	150
Bags of California, LLC	2.67	150
Hope Investments LLC dba Jerusalem Grill	2.67	150
Jet Wash Inc.	2.67	150
RAC & Associates dba SpecialCare	2.67	150
San Diego Convention Center	2.33	150

9,550

**Fiscal Year 2017 Audit Plan
Concession Contracts – Descending Risk Scores**

ATTACHMENT 7

Company	Risk Score	Hours
High Flying Foods San Diego (FSP 8)	4.60	200
High Flying Foods San Diego (FSP 7)	4.60	200
Host International Inc. (FSP 1)	4.50	200
Paradies - San Diego LLC (RP1)	4.40	200
Swissport Lounge LLC	4.10	200
Spa Didacus Inc. (RP 5)	4.00	200
Host International Inc. (FSP 2)	3.90	200
Stellar Partners Inc. (RP 4)	3.90	200
SSP America Inc. (FSP 5)	3.80	200
SSP America Inc. (FSP 6R)	3.80	200
SSP America Inc. (FSP 3)	3.80	200
Pacific Gateway Concessions and Procurement Concepts San Diego LLC (RP 3)	3.80	200
Hudson Group, Concourse Ventures Inc., Epicure and Martinez San Diego JV (RP 7)	3.70	200
Hudson Group - CV - Epicure - Martinez San Diego (RP 2)	3.60	200
Mission Yogurt Inc. (FSP 4)	3.60	200
InMotion Entertainment (RP 8)	3.30	200
Duty Free Americans San Diego LLC	3.30	200
New Zoom Inc. dba ZoomSystems (RP 6)	3.00	200

3,600

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Revision to the Fiscal Year 2016 Audit Plan of the Office of the Chief Auditor

Recommendation:

Adopt Resolution No. 2016-0042, approving the revision to the Fiscal Year 2016 Audit Plan of the Office of the Chief Auditor.

Background/Justification:

Pursuant to California Public Utilities Code §170018(g) and the Charter of the Office of the Chief Auditor, Section 4 and Section 5, an Audit Plan shall be created and submitted by the Office of the Chief Auditor to the Audit Committee for review and approval at the beginning of each fiscal year. The scope of each plan shall include departments, activities, offices, contractors, and sub-contractors. Amendments to an audit plan for unforeseen or special request audits may be performed upon the Audit Committee's review, consultation, and approval. Audit plans and amendments to audit plans are forwarded to the Authority Board for information.

The Office of the Chief Auditor's (OCA) Annual Audit Plan for Fiscal Year 2016 was approved by the Audit Committee during its May 4, 2015, meeting.

The Fiscal Year 2016 Audit Plan requires a revision due to circumstances identifying the need to delete the following project or vendor, per the request of the Office of the Chief Auditor:

Delete: Environmental Compliance

The revised Fiscal Year 2016 Audit Plan is presented in Attachment A.

During the May 2, 2016, meeting of the Audit Committee the Office of the Chief Auditor presented the revised Fiscal Year 2016 Audit Plan (Attachment A), and the Committee voted unanimously to approve and forward the item to the Board for information.

Fiscal Impact:

There will be no impact to the Fiscal Year 2015 Operating Expense Budget.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

MARK A. BURCHYETT
CHIEF AUDITOR

RESOLUTION NO. 2016-0042

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING THE REVISION TO THE FISCAL YEAR 2016 AUDIT PLAN OF THE OFFICE OF THE CHIEF AUDITOR

WHEREAS, California Public Utilities Code §170018 specifies the membership (consisting of board members and public members), the terms, and the responsibilities of the Audit Committee; and

WHEREAS, §170018(g) of the California Public Utilities Code and the Authority Charter of the Office of the Chief Auditor require the Audit Committee to approve the annual internal and external audits, including the auditor's annual audit plan, for each fiscal year and submit the same to the Board for approval; and

WHEREAS, at its regular meeting on May 4, 2015, the Audit Committee was presented with the Fiscal Year 2016 Proposed Audit Plan and voted to accept the plan and forward it for Board approval; and

WHEREAS, on May 2, 2016, during a regular meeting of the Audit Committee, the Committee unanimously agreed to revise the Fiscal Year 2016 Audit Plan to reflect current activities of the Office of the Chief Auditor.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the Revised Fiscal Year 2016 Audit Plan (Attachment A) of the Office of the Chief Auditor; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 19th day of May 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OFFICE OF THE CHIEF AUDITOR
Fiscal Year 2016 Audit Plan
Revised 5/2/2016

ATTACHMENT A

BUSINESS PROCESS AUDITS

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

EXPENSE CONTRACT AUDITS

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

REVENUE CONTRACT AUDITS

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

ANNUAL ONGOING AUDITS AND SUPPORT

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

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

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Approve and Authorize the President/CEO to Execute a Second Amendment to the Public Art Agreement with Ball-Nogues Design Studio, LLC for the Parking Plaza Public Art Project

Recommendation:

Adopt Resolution No. 2016-0043, approving and authorizing the President/CEO to execute a Second Amendment to the Public Art Agreement with Ball-Nogues Design Studio, LLC to extend the term for an additional 7 months resulting in a termination date of August 1, 2018.

Background/Justification:

On September 17, 2015, the Authority Board approved the Airport Art Advisory Committee's recommendation to award Ball-Nogues Design Studio, LLC the commission for the Parking Plaza Public Art Project (Resolution No. 2015-0091). The Authority and Artist are parties to an Agreement for Design, Fabrication and Installation of Public Art Work with an original term beginning on October 7, 2015 and ending on January 31, 2018 in an amount not to exceed \$900,000 ("Agreement"). On March 29, 2016, a 1st amendment to the Agreement revised the scope of work and increased the maximum amount payable by \$5,000.

In an effort to integrate the artist team into the Parking Plaza project as early as possible, the current term of the Artist's agreement was set in advance of the establishment of date for substantial completion of construction for the Parking Plaza. As part of their validation phase deliverables, the design-builder proposed a schedule that included a May, 2018, date for substantial completion of construction. Airport Authority staff, along with the Authority's third-party scheduler have reviewed and validated that date and believe it is reasonable. Accordingly, the term of Artist's agreement must be amended in order to align with the Parking Plaza construction schedule.

No additional funds are needed.

Fiscal Impact:

This requested action does not require additional funding.

Authority Strategies:

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

- Community Strategy
 Customer Strategy
 Employee Strategy
 Financial Strategy
 Operations Strategy

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Application of Inclusionary Policies:

The Authority has the following inclusionary programs/policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs/policies named above can be used in any single contracting opportunity.

This contract does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses. Policy 5.12 provides a preference of up to five percent (5%) to small businesses in the award of selected Authority contracts. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$200,000. The preference is only applied in measuring the bid. The final contract award is based on the amount of the original bid.

In accordance to Policy 5.12, the recommended firm Ball-Nogues Design Studio, LLC did not receive the small business preference.

Prepared by:

LAUREN LOCKHART
ART PROGRAM MANAGER, VISION, VOICE & ENGAGEMENT

RESOLUTION NO. 2016-0043

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE PUBLIC ART AGREEMENT WITH BALL-NOGUES DESIGN STUDIO, LLC, TO EXTEND THE TERM FOR AN ADDITIONAL 7 MONTHS RESULTING IN A TERMINATION DATE OF AUGUST 1, 2018

WHEREAS, on September 17, 2015, the Authority Board approved the Airport Art Advisory Committee's recommendation to award Ball-Nogues Design Studio, LLC ("Artist") the commission for the Parking Plaza Public Art opportunity as evidenced by Resolution No. 2015-0091; and

WHEREAS, the Authority and Artist are parties to an Agreement for Design, Fabrication and Installation of Public Art Work ("Agreement"); and

WHEREAS, the Agreement is on file in the office of the Authority Clerk as Document 209722 OS dated November 15, 2015 which began October 7 2015, and ends January 31, 2018; and

WHEREAS, on March 29, 2016, a 1st amendment to the Agreement revised the scope of work and increased the maximum amount payable by Five Thousand Dollars; and

WHEREAS, in order to align the term of the Artist Agreement with the Parking Plaza construction schedule, the term must be extended by 7 months to expire no later than August 1, 2018; and

WHEREAS, the Board finds it in the Authority's best interest to increase the term of the Agreement to allow such alignment.

NOW THEREFORE BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a Second Amendment to the Public Art Agreement with Ball-Nogues Design Studio, LLC extending the term of the agreement by seven months, resulting in a termination date of August 1, 2018.

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

PASSED, APPROVED AND ADOPTED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 19th day of May, 2016 by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Approve and Authorize the President/CEO to Execute an On-Call Mechanical and Electrical Consulting Services Agreement

Recommendation:

Adopt Resolution No. 2016-0044, approving and authorizing the President/CEO to execute an On-Call Mechanical and Electrical Consulting Services Agreement with MA Engineers, Inc., for a term of three years, with the option for two one-year extensions, in an amount not-to-exceed \$3,000,000, in support of the Capital Improvement Program at San Diego International Airport.

Background/Justification:

The San Diego County Regional Airport Authority (“Authority”) has improved facilities and infrastructure at San Diego International Airport (“SDIA”) through its on-going Capital Improvement Program. Authority Staff utilizes on-call consultants to provide engineering design work for these improvements on an as-needed basis, to include mechanical and electrical equipment serving the terminals, airfield, and parking lots. For example, this on-call consultant will likely be tasked with providing mechanical engineering design work to modernize the heating and cooling system within the terminals and to upgrade the Central Utility Plant. Also, the consultant will likely provide electrical engineering designs for new connections to the existing 12kV micro-grid, Terminal Electrical Modernization, and modifications to the airfield lighting systems.

On December 11, 2015, a Request for Qualifications (“RFQ”) was issued to obtain Statement of Qualifications (“SOQs”) from qualified firms to provide On-Call Mechanical and Electrical Consulting Services for the Capital Improvement Program.

A Selection Panel (“Panel”) was established which included key representatives from the Authority’s Departments of Facilities Development, Facilities Management, and Terminals and Tenants.

On January 14, 2016, the Authority received fourteen SOQs from prospective consultant firms. The Panel conducted a thorough review of the SOQs and determined that four firms were uniquely qualified to perform the requested on-call services. The SOQ Scoring Criteria used to short-list qualified firms was based on the Consultant's small business preference, Project Manager's qualifications, project team and experience, organizational structure, the Consultant's proposed work plan and approach methodology, and sustainability.

On March 30, 2016, the Panel interviewed and ranked the four short-listed firms as follows:

1. MA Engineers, Inc.
2. BSE Engineering, Inc.
2. PBS Engineers, Inc.
3. Turpin & Rattan Engineering, Inc.

The Evaluation Criteria used by the Panel to rank the above firms matched the Evaluation Criteria used during the SOQ short-listing process.

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Total	Rank
MA Engineers	1	1	3	1	3	9	1
BSE Engineering	3	2	2	2	1	10	2
PBS Engineers	1	3	1	3	2	10	2
Turpin & Rattan	4	4	4	4	4	20	3

Combined Scores	Proposed Work						Total
	Small Business Preference	Project Manager	Project Team and Experience	Organizational Structure	Plan & Approach / Methodology	Sustainability	
MA Engineers	250	1380	1320	1050	420	225	4645
BSE Engineering	250	1440	1260	975	420	235	4580
PBS Engineers	250	1320	1290	1025	410	185	4480
Turpin & Rattan	250	1170	1050	1000	380	180	4030

The top firm selected by the Panel was MA Engineers, Inc. A brief background of the interviewed firms is provided:

MA Engineers, Inc.

MA Engineers, Inc., has a staff of 41 professional and support personnel located in its San Diego office. MA Engineers is a full-service mechanical engineering firm providing professional consulting services including design of HVAC systems, plumbing systems, fire protection systems, building automation systems, sustainable facilities and commissioning. MA Engineers, Inc., will utilize DH Green Energy as a sub-consultant for electrical engineering, renewable energy, and utility rate analysis. Stantec will be a sub-consultant for professional technology consulting services. The MA Team has extensive experience working with the City of San Diego, County of San Diego and other local agencies. The MA Team also has significant previous experience working on projects at the San Diego International Airport.

BSE Engineering, Inc.

BSE Engineering, Inc. has a staff of 20 professional and support personnel located in its San Diego office. BSE Engineering is a multidiscipline consulting firm that provides mechanical, electrical, plumbing, energy engineering and commissioning services. Since 1967, BSE Engineering has worked on over 3500 multidiscipline projects including 1000 completed projects acting as the Prime Consultant. Also, BSE Engineering, Inc. has extensive experience working on projects at the San Diego International Airport including projects at all of the terminals, many parking lots, and the enabling projects for the Rental Car Center.

PBS Engineers, Inc.

PBS Engineers, Inc. has a staff of 53 professional and support personnel and is a full service mechanical, electrical, and plumbing engineering firm with an office in San Diego located two miles from the San Diego International Airport (SDIA). The firm provided on-call mechanical and electrical consulting services to SDIA in years 2010 to 2015. For the Authority's Quieter Home Program, PBS Engineers has provided design solutions for the upgrade and/or replacement of existing mechanical HVAC systems in over 2000 homes requiring noise reduction. The firm also has provided consulting design services to John Wayne Airport, Bob Hope Airport, and Los Angeles World Airports.

Turpin & Rattan Engineering, Inc.

Turpin & Rattan Engineering, Inc. has a staff of 30 professional and support personnel in its La Mesa, California office. The firm provides full mechanical, electrical and plumbing services. The firm completed the electrical design work for the Central Receiving and Distribution Facility at San Diego International Airport. The firm currently provides on-call electrical design support for the San Diego Unified School District. The firm also provided design services for the remodel of various terminals at LAX.

Future Steps:

Authority Staff recommends that the Authority enter into an On-Call Mechanical and Electrical Consulting Services Agreement with the top ranked firm: MA Engineers, Inc. In order to enter into an On-Call Mechanical and Electrical Consulting Services Agreement with the top ranked firm, Staff will negotiate the scope of work and billing rates. If Staff cannot reach an agreement with that firm, Staff will then enter into negotiations with the next ranked firm. Under the proposed resolution, the President/CEO would then have the authority to award an agreement to the next ranked firm and establish an agreement with that firm.

Fiscal Impact:

Funds for the On-Call Mechanical and Electrical Consulting Services Agreement Contract are included within the approved FY2016-FY2020 Capital Program Budget and the adopted FY2016 Operating Budget, on an as-needed basis. Capital sources of funding will include Passenger Facility Charges, Airport Revenue Bonds, Airport Improvement Program Grants, and Airport Cash, depending on the individual project.

Authority Strategies:

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

Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Application of Inclusionary Policies:

The Authority has the following inclusionary programs/policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs/policies named above can be used in any single contracting opportunity.

This contract does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses. Policy 5.12 provides a preference of up to five percent (5%) to small businesses in the award of selected Authority contracts. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$200,000. The preference is only applied in measuring the bid. The final contract award is based on the amount of the original bid.

In accordance to Policy 5.12, the recommended firm MA Engineers, Inc. received 5% small business preference.

Prepared by:

IRAJ GHAEMI
DIRECTOR, FACILITIES DEVELOPMENT

RESOLUTION NO. 2016-0044

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN ON-CALL MECHANICAL AND ELECTRICAL CONSULTING SERVICES AGREEMENT WITH MA ENGINEERS, INC., FOR A TERM OF THREE YEARS, WITH THE OPTION FOR TWO ONE-YEAR EXTENSIONS, IN AN AMOUNT NOT-TO-EXCEED \$3,000,000, IN SUPPORT OF THE CAPITAL IMPROVEMENT PROGRAM AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, the San Diego County Regional Airport Authority (“Authority”) has improved facilities and infrastructure at San Diego International Airport (“SDIA”) through its on-going Capital Improvement Program; and

WHEREAS, Authority Staff utilizes on-call consultants to provide engineering design work for these improvements on an as-needed basis, to include mechanical and electrical equipment serving the terminals, airfield, and parking lots; and

WHEREAS, on December 11, 2015, a Request for Qualifications (“RFQ”) was issued to obtain Statement of Qualifications (“SOQs”) from qualified firms to provide On-Call Mechanical and Electrical Consulting Services for the Capital Improvement Program; and

WHEREAS, a Selection Panel (“Panel”) was established which included key representatives from the Authority’s Departments of Facilities Development, Facilities Management, and Terminals and Tenants; and

WHEREAS, on January 14, 2016, the Authority received fourteen SOQs from prospective consultant firms; and

WHEREAS, the Panel conducted a thorough review of the SOQs and determined that four firms were uniquely qualified to perform the requested on-call services; and

WHEREAS, the SOQ Scoring Criteria used to short-list qualified firms was based on the Consultant’s small business preference, Project Manager’s qualifications, project team and experience, organizational structure, the Consultant’s proposed work plan and approach methodology, and sustainability; and

WHEREAS, on March 30, 2016, the Panel interviewed and ranked the four short-listed firms; and

WHEREAS, the interviews included Evaluation Criteria used by the Panel and upon conclusion of the interviews, the Panel ranked the firms as follows:

1. MA Engineers, Inc.
2. BSE Engineering, Inc.
2. PBS Engineers, Inc.
3. Turpin & Rattan Engineering, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute an On-Call Mechanical and Electrical Consulting Services Agreement with MA Engineers, Inc., for a term of three years, with the option for two one-year extensions, in an amount not-to-exceed \$3,000,000, in support of the Capital Improvement Program at San Diego International Airport; and

BE IT FURTHER RESOLVED in order to enter into an On-Call Mechanical and Electrical Consulting Services Agreement with the top ranked firm, Staff will negotiate the scope of work and billing rates; and

BE IT FURTHER RESOLVED that the Board authorizes the President/CEO to award an agreement to the next ranked firm and establish an agreement with that firm if staff cannot reach an agreement with MA Engineers, Inc.; and

BE IT FURTHER RESOLVED; if Staff cannot reach an agreement with that firm, Staff will then enter into negotiations with the next ranked firm. Under the proposed resolution, the President/CEO would then have the authority to award an agreement to the next ranked firm and establish an agreement with that firm; and

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized, empowered, and directed to do and perform all such acts as may be necessary or appropriate in order to effectuate fully the foregoing resolution; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 19th day of May, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Update on Noise Issues and Amendment of Authority Policy 9.20 – San Diego International Airport Noise Advisory Committee

Recommendation:

Adopt Resolution No. 2016-0045, accepting the update on noise issues and the amendment of Authority Policy 9.20 – San Diego International Airport Noise Advisory Committee.

Background/Justification:

As a result of discussions at the April 21, 2016, Airport Authority Board meeting, staff is proposing modifications to Board Policy 9.20 - the Airport Noise Advisory Committee (ANAC) to restructure the committee and facilitate a more open dialogue on noise issues. The restructure includes expanding and modifying the membership and adding a subcommittee.

As the current Board Policy 9.20 dates back to 2002, it requires a rewrite to clean up administrative items and to provide a consistent format with other Airport Authority Policies. The new Policy 9.20 is attached as Exhibit A. The items below explain the substantial proposed changes.

Membership Modifications

Currently, ANAC voting members are limited to community residents living within the 65 decibel (dB) Community Noise Equivalent Level (CNEL) contour. In order to ensure all community residents are able to participate in ANAC in a consistent manner, staff is proposing all community resident members have voting privileges. Proposed ANAC membership changes include three items:

- Addition of a new community at-large voting member that represents an organized community group focused on aircraft noise concerns, approved by the voting ANAC members.
- Elimination of the community member at-large within the 60-65 dB CNEL. Although this position is in the current Policy, it has never been filled. The position is being eliminated in order to maintain an odd number of voting ANAC members.
- The community member representing the Mission Beach Precise Planning Board will move from ex-officio to voting.

The Policy will be amended to include a limit of no more than two (2) consecutive terms. Each term is three (3) years in duration.

The ANAC membership, with proposed changes, is shown in the table on the next page.

ANAC Membership

Voting Members	Ex-Officio Members
Airline Pilot (retired)	The United States Congress
City of San Diego (staff member)	The State of California Legislature
County of San Diego (staff member)	The County of San Diego Board of Supervisors
Downtown Community Planning Council	The San Diego City Council
Greater Golden Hill Planning Committee	The FAA, Lindbergh Air Traffic Control Tower
Midway / Pacific Highway Community Planning Group	The FAA, SoCal TRACON
Mission Beach Precise Planning Board*	Active Airline Representative
Ocean Beach Planning Board	Acoustician
Peninsula Community Planning Board	
Uptown Planners	
The United States Military	
Community Member At-Large, within 65 dB CNEL	
Community Member At-Large, within 60-65 dB CNEL*	
Community Member At-Large, representing a recognized community group regarding noise *	

* Reflects a change in membership.

Addition of Subcommittee

In order to facilitate a further discussion on specific aircraft noise concerns, and to provide an opportunity for members of the community to have a dialogue with industry stakeholders on aircraft noise concerns, a subcommittee will be created. Voting members of the ANAC will nominate a member to chair subcommittee meetings and provide updates on the subcommittee at the ANAC meetings.

To allow members of the community that may not serve on the ANAC to be part of this dialogue, community residents that are interested in serving on the Subcommittee can submit an application, that will be placed on the Airport's website, to the President/CEO. To help ensure that the subcommittee is effective, there will be no more than 15 members and the term of the subcommittee members will be one year. Even though this is a public application process, the criteria used to select members will be based on those community members most impacted by the current noise concerns.

The subcommittee meetings can occur as frequently as monthly.

Frequency of Meetings – No Policy Change

Currently, Board Policy states that ANAC shall meet at least quarterly, which gives the President/CEO the discretion to meet on a more frequent basis. Given the community's recent noise concerns, the President/CEO has determined that, effective immediately, meetings will be held on a bi-monthly basis. The remaining meetings for calendar year 2016 will be on June 15, August 17, October 19, and December 21. These meetings will be held in the Authority's Board Room.

Page 3 of 3**Noise Updates**

A new noise webpage went live the week of May 9, 2016. This page allows the public to easily find information regarding aircraft noise, view flight tracks and submit noise concerns. It also allows staff to provide timely updates on specific errant operations.

On May 3, 2016, the President/CEO sent a letter (Exhibit B) to the Honorable Toni Atkins, California State Assembly, requesting an audit of the Airport Authority's airport noise and operations monitoring system (ANOMS) and portable noise studies completed by BridgeNet International.

At the Airport's monthly meeting with the FAA on April 29, 2016, the Manager of the FAA SoCal TRACON facility announced they are able to move their Noise Dot #3 to match our Early Turn location. However, due to equipment acquisition requirements with the FAA, the new Noise Dot location cannot be reflected on the air traffic controllers' radar screens until later in the year.

Staff is working with the ANOMS vendor to upgrade the system to allow for noise data to be incorporated into the online flight tracking system on a more frequency basis.

Fiscal Impact:

Adequate funds for the ANAC are included in the adopted Airport Planning FY 2016 budget and conceptually approved FY 2017 Operating Expense Budgets.

Authority Strategies:

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

Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. § 15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code § 21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code § 30106.

Application of Inclusionary Policies:

Not applicable.

Prepared by:

KEITH WILSCHETZ
DIRECTOR, AIRPORT PLANNING & NOISE MITIGATION

May 3, 2016

The Honorable Toni Atkins
California State Assembly
P.O. Box 942849
Sacramento, CA 94249-0078

Re: Request for State Audit of Airport Noise Program Activities

Dear Speaker Emeritus Atkins:

I am writing to request your assistance in submitting a formal request to the California State Auditor to conduct an audit of the accuracy of the noise monitoring and management activities for San Diego International Airport (SDIA). Specifically, I am requesting that an audit be conducted for the Airport Authority's Airport Noise and Operations Monitoring System (ANOMS) and statistical reports as well as for the recent noise studies conducted by BridgeNet International, an acoustical engineering consultant.

The California Bureau of State Audits completed a similar audit report on October 31, 2000, when the San Diego Unified Port District monitored noise data for SDIA. During the Airport Authority Board's April 21, 2016, monthly meeting, the Board received a presentation from the Airport Authority's Noise Mitigation staff, Federal Aviation Administration officials, and expert consultants updating the Board on airport noise issues and the Airport Authority's airport noise program. Attached for your review is a copy of the staff report for this item.

Following the April 21, 2016, presentation, the Board provided direction requesting that a noise audit be conducted by the State Auditor regarding the Airport Authority's noise monitoring and management activities for SDIA. I have also included for your review two previous internal audit reports (dated June 23, 2009 and January 8, 2015) from the Airport Authority's Chief Auditor concerning SDIA noise program activities which I thought might be of interest.

Again, I would appreciate any assistance that you are able to provide in submitting a formal request to the California State Auditor to conduct an audit of the accuracy of the noise monitoring and management activities for San Diego International Airport. If you have any questions or need additional information concerning this matter, please feel free to contact me at (619) 400-2445 or tbowens@san.org or contact Michael Kulis, Director of Inter-Governmental Relations, at (619) 400-2897 or mkulis@san.org.

Sincerely,



Thella F. Bowens
President/CEO

TFB/mk

Enclosures

RESOLUTION NO. 2016-0045

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY ACCEPTING THE UPDATE ON NOISE ISSUES AND THE AMENDMENT OF AUTHORITY POLICY 9.20 – SAN DIEGO INTERNATIONAL AIRPORT NOISE ADVISORY COMMITTEE

WHEREAS, The Airport Authority established an Airport Noise Advisory Committee (Committee) for community input and involvement relating to aircraft noise issues from aircraft operations at the San Diego International Airport; and

WHEREAS, the Airport Authority Board has requested staff to restructure the Committee to facilitate a more open dialogue on noise issues; and

WHEREAS, the membership has been restructured to add a Community at-large member that represents an organized community group focused on aircraft noise concerns, approved by the voting members of the Committee; and

WHEREAS, the membership has been restructured to change the Mission Beach Precise Planning Board member from ex-officio to a voting position to ensure all community resident members on the Committee have voting privileges; and

WHEREAS, the membership has been restructured removing the community member at-large within the 60-65 decibel community noise equivalent level contour, as this position has never been filled and is necessary to eliminate in order to maintain an odd number of voting Committee members; and

WHEREAS, to provide an opportunity for the community to have more of a dialogue on specific noise concerns, a Subcommittee will be created.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby accepts the noise update and approves the amendments to Authority Policy 9.20 – San Diego International Airport Noise Advisory Committee, as reflected in “Exhibit A”; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 19th day of May, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

POLICIES

- ARTICLE 9** - **SAN DIEGO INTERNATIONAL AIRPORT**
PART 9.2 - **NOISE REGULATION**
SECTION 9.20 - **SAN DIEGO INTERNATIONAL AIRPORT NOISE ADVISORY COMMITTEE**
-

PURPOSE: To establish a community noise advisory committee for the San Diego County Regional Airport Authority ("**Authority**") for resident and community input and involvement relating to aircraft noise issues at San Diego International Airport ("**Airport**").

POLICY STATEMENT:

The Authority's Board of Directors ("**Board**") recognizes that neighborhoods surrounding the Airport are affected by noise from aircraft operations. An Airport Noise Advisory Committee ("**Committee**"), consisting of individuals from various entities, organizations, residential areas, and professional associations, shall be formed in accordance with this policy.

COMMITTEE COMPOSITION:

(1) The intent in forming the Committee is to provide communities surrounding the San Diego International Airport, the opportunity to provide input to the Board regarding various aircraft noise-related projects.

(a) The Authority President/CEO (or designated representative) shall appoint no more than 13 voting members to the Committee. Voting members may include representatives of the following entities, agencies, industries or interested groups:

1. City of San Diego (Staff Member)
2. County of San Diego (Staff Member)
3. Downtown Community Planning Council
4. Greater Golden Hill Planning Committee
5. Midway/Pacific Highway Community Planning Group
6. Mission Beach Precise Planning Board
7. Ocean Beach Planning Board
8. Peninsula Community Planning Board
9. Uptown Planners
10. The United States Military
11. Airline Pilot (retired)
12. General community member from within the current 65 decibel Community Noise Equivalent Contours
13. General community member from a legitimate community group, this group must have a formal structure including by-laws, membership and regular meetings and will be approved, by vote, by the voting Committee members

(b) The President/CEO may also appoint ex-officio (non-voting) members representing:

1. The United States Congress, (or designees)
2. The State of California legislature, (or designee)
3. The County of San Diego Board of Supervisors (or designee)
4. The San Diego City Council (or designees)
5. The FAA, Lindbergh Air Traffic Control Tower
6. The FAA, SoCal TRACON
7. An active airline industry representative
8. An acoustician

(c) Committee members shall serve three (3) year terms. Committee members shall serve a maximum of two (2) consecutive terms. Committee members shall represent only the defined agencies identified in this policy. Members may only serve on the Committee while an approved or elected member or representative of the entity, agency or organization they represent. The President/CEO may set staggered terms for committee members, including setting shorter initial terms for selected appointees. Committee members may be re-appointed at the discretion of the President/CEO.

SUBCOMMITTEE:

(1) A subcommittee may be created to provide the Committee members, community residents surrounding the Airport, and industry stakeholders an opportunity to have an open dialogue on noise concerns. Subcommittee membership and meetings will be based on the following:

(a) The voting members of the Committee will nominate and elect a Chair of the Subcommittee.

(b) In addition to members of the Committee, subcommittee membership can include industry stakeholders, technical experts and members of the community. Interested members of the community may submit an application to the President/CEO. The term of the membership shall be one year. Membership of the subcommittee is limited to 15 members.

(c) The subcommittee can meet as frequently as monthly. The subcommittee must take any recommendations to the Committee for recommendation to the Board.

MEETING PROCEDURES:

(1) A meeting facilitator, hired by the Authority, shall facilitate the meetings of the Committee.

(2) The Committee shall meet at least quarterly. At the first meeting each calendar year, the Committee shall establish the dates for Committee meetings for that calendar year. Agendas for each Committee meeting shall be distributed by the Authority's Clerk ("**Clerk**"). Meetings shall be noticed and open to the public. Meetings shall be conducted in accordance with the Ralph M. Brown Act and applicable policies, procedures and codes adopted by the Board.

- (3) The Committee is advisory in nature. The Committee and its members shall have no authority to negotiate for, represent, or commit the Authority in any respect.
- (4) The Committee will consider and make recommendations on aircraft noise-related projects such as:
- Residential Sound Attenuation ("Quieter Home") Program;
 - Airport Noise & Land Use Compatibility Plan (14 CFR Part 150); (c) Airport noise monitoring and mitigation efforts;
 - Community Outreach Programs; and
 - Other aircraft noise issues.
- (5) Presentations to the Board by the Committee may be scheduled upon request of the Committee, President/CEO, or the Chair of the Board.
- (6) The Airport Planning and Noise Mitigation Department ("Department") shall maintain a roster and record of the appointment of Committee members and shall provide staff support to the Committee.
- (7) Minutes of each meeting shall be maintained by the Authority Clerk and shall be submitted to the Committee for approval.

[Amended by Resolution No. 2015-0025 dated April 23, 2015]

[Amended by Resolution No. 2013-0079 dated September 12, 2013]

[Amended by Resolution No. 2011-0119 dated October 6, 2011]

[Amended by Resolution No. 2008-0110 dated September 4, 2008]

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



Update on Noise Issues and Amendment of Authority Policy 9.20 - San Diego International Airport Noise Advisory Committee

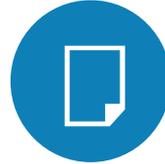
Sjohnna Knack,
Program Manager

May 19, 2016

Proposed Changes to ANAC

Current Policy

Voting community members are limited to residents within the 65 dB Community Noise Equivalent Level (CNEL).



Proposed Policy

All community members on the committee will be voting members.

Membership for community members is limited to those residents that live within the 60 dB CNEL contour.



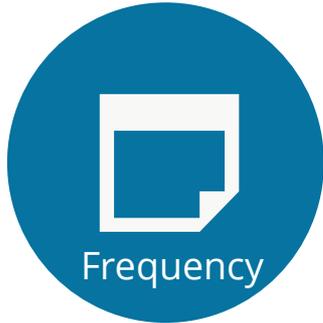
Membership will include a member from a local community group that will be elected by the voting ANAC members.

There is no policy for a subcommittee.



A subcommittee will be added. The voting members of the ANAC will nominate and elect a chair. Community members not on the ANAC can send an application to the President/CEO to participate on the subcommittee. There will be up to 15 members and the subcommittee can meet as frequently as once a month.

Changes Not Requiring Policy Change



Current Policy requires ANAC meet at least quarterly. Beginning immediately, the panel will be meeting bi-monthly.



Meetings will be held at in the Airport Authority Board Room.



Important presentation items related to the community will be heard first, leaving business items until the end, after public comment.

Membership Changes

VOTING MEMBERS

1. City of San Diego (staff member)
2. County of San Diego (staff member)
3. Downtown Community Planning Council
4. Greater Golden Hill Planning Committee
5. Midway/Pacific Highway Community Planning Group
6. **Mission Beach Precise Planning Board**
7. Ocean Beach Planning Board
8. Peninsula Community Planning Board
9. Uptown Planners
10. The United States Military
11. General Community Member – Within 65 dB
12. **General Community Member – Organized community group related to aircraft noise**
13. Airline Pilot

~~General Community Member – Within 60-65 dB~~

NON-VOTING (Ex-Officio) MEMBERS

1. United States Congress
2. State of California Legislature
3. County of San Diego Board of Supervisors
4. San Diego City Council
5. FAA, Lindbergh Air Traffic Control Tower
6. FAA, SoCal TRACON
7. Active Airline Industry Representative
8. Acoustician

= Changes

Additional Efforts



Airport Noise Webpage

Website went live on the week of May 9, 2016.

Audit

An audit request was sent to Assemblymember, Toni Atkins on May 3, 2016, requesting an audit of the Airport Authority's airport noise and operations monitoring system and portable noise studies completed by BridgeNet International.



FAA

At the regular monthly meeting with the FAA on April 29, 2016, the FAA agreed to move their Noise Dot #3 to match our Early Turn location. However, the new location cannot be reflected on the radar screens until later this year.



ANOMS Upgrade

Staff is working on an upgrade to the ANOMS that will allow for noise data to be incorporated into the online flight tracking system in a more real-time manner.

ITEM 18

**APPROVE AND ADOPT A MID-YEAR
ADJUSTMENT OF THE CAPITAL PROGRAM
BUDGET FOR FISCAL YEARS 2016-2020 TO
FUND AN INCREASE IN THE TERMINAL 2
PARKING PLAZA PROGRAM BUDGET; AND
APPROVE AND AUTHORIZE THE
PRESIDENT/CEO TO NEGOTIATE AND
EXECUTE A FIRST AMENDMENT TO THE
SWINERTON BUILDERS, INC., AGREEMENT
TO ESTABLISH A MAXIMUM CONTRACT
VALUE AND TO NEGOTIATE AND EXECUTE
FUTURE WORK AUTHORIZATIONS AND A
FUTURE GUARANTEED MAXIMUM PRICE
AMENDMENT**

**THERE ARE NO MATERIALS
FOR THIS ITEM
AT THIS TIME**

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Airport Parking Management and Parking Shuttle Agreements

Recommendation:

Adopt Resolution No. 2016- 0048, authorizing the President/CEO to proceed with issuance of Requests for Proposals (“RFP”) for provision of Airport Parking Management and Airport Parking Shuttle Services. Selection and implementation of the Airport Parking Management and Airport Parking Shuttle agreements shall coincide with the termination of the existing agreements.

Background/Justification:

Introduction

The upcoming expirations of the Parking Management and Parking Shuttle agreements in many ways reflect the same conditions experienced when the RFPs were released and agreements negotiated in 2011. At that time, the Green Build construction was underway, parking lots were closed or relocated and roadways were detoured, passengers were directed into unfamiliar temporary parking lots and there was great concern about maintaining parking revenues. At that time, the parking and shuttle operations were transitioned from Lindbergh Parking to Ace Parking Management with only minor operational disruption, customer inconvenience or revenue impact. Through all the construction disruptions and the contractor’s transition, Airport staff professionally and competently managed the parking and shuttle operations.

The Parking Management and Parking Shuttle Service agreements are again set to expire at the same time as a major construction project - the Parking Plaza - is scheduled to begin. Airport Staff is preparing a comprehensive plan to communicate about the impacts and the parking alternatives to ensure the new parking facilities meet the schedule, implement a comprehensive directional signage program, and mitigate the potential revenue impacts. Staff is planning the possible scenarios so that challenges, issues and problems are addressed preemptively or are immediately alleviated and corrected.

In conclusion, Airport Staff will ultimately be able to address and competently manage the Parking Plaza disruptions regardless of whether there is another transition in the Airport’s contractor(s) for parking and shuttle services or if the current contractor is successful in again being awarded the agreements.

Board Direction

At the March 17, 2016, meeting, the Board asked staff to return with a definitive recommendation as to the most viable strategy for Parking Management and Parking Shuttles. Staff was requested to evaluate the pros and cons of: 1) continuing the Ace Parking Management and Parking Shuttle Services agreements through the Airport's Terminal 2 Parking Plaza construction and startup (scheduled completion on or about May 2018); or 2) allowing the current agreements to expire and to re-compete both agreements.

Scope of Airport Parking Management Services ("PMS") Agreement

Airport Parking revenues are the second largest source of the Authority's non-airline revenue contributing more than \$38 million in FY15. Through March 2016 (nine months), parking revenues had reached \$31.7 million with a forecast of \$42 million for the full fiscal year.

Parking Management Services are contracted for: 1) Valet Parking 2) Terminal 1 & 2 Parking Lots; 3) Harbor Drive Long-term Parking Lot; 4) Pacific Coast Highway Economy Parking Lot; 5) Employee Parking Lot; 6) Airport Authority Parking Lots; and 6) Cell Phone Parking Lot. All parking lots except for the Cell Phone and select Airport Authority parking lots have daily and/or hourly parking rates.

The Contractor is required under the existing agreement's terms and conditions to:

- Professionally manage all aspects of the parking facilities, schedule staff, maintain and operate the parking facilities and valet parking in accordance with the agreement's requirements;
- Dispatch taxicab, transportation network company (TNC) and vehicle-for-hire (VFH) (VFH dispatch discontinued June 1, 2015) commercial operators from the transportation islands and parking lots;
- Accurately collect and report all parking revenues and fully maintain the Airport's electronic parking access and revenue control system ("PARCS"), maintain DSX access and exit equipment ("DSX") and support all operational hardware and software systems; and
- Coordinate services for special events parking

As noted above, the Parking Management Services agreement terminates March 15, 2017.

Scope of Parking Shuttle Services ("PSS") Agreement

Parking Shuttle Services provide a convenient customer service for passengers using On-Airport Parking Lots. The Shuttle System operates 24 hours per day, 365 days per year transporting approximately 131,000 employees and airline passengers per month between the parking lots and the terminals.

Parking Shuttle Services are contracted for: 1) Harbor Drive Long-term Parking Lot; 2) Pacific Coast Highway Parking Lot; and 3) Employee Parking Lot.

The Contractor is required under the existing agreement's terms and conditions to:

- Professionally manage all shuttle vehicle acquisition, operation and disposition, schedule staff, maintain the shuttle vehicle hold lot and operate in accordance with the agreement requirements;
- Transport Airport employees safely and securely to and from the parking lots;

- Transport Public and Airport passengers safely and securely to and from the parking lots; and
- Coordinate services for special events transportation.

As noted above, the Parking Shuttle Services agreement terminates December 31, 2016.

Background of Existing Agreements.

Parking Management Services. On April 27, 2011, the Authority issued an RFP for Parking Management Services. The RFP was advertised in the San Diego Daily Transcript and on the Authority's website. The Authority received four (4) proposals on June 10, 2011. The RFP Review Panel found all four proposals responsive and all Respondents were invited to interview July 22, 2011.

The Respondents and final scores:

Respondent	Total Points
Ace Parking	89
LAZ/PPM	74
Parking Concepts	70
Standard Parking	95

On September 1, 2011, the Authority Board directed Staff to request a Best and Final Offer ("BAFO") from the two highest-ranked Respondents, Ace Parking Management, Inc. and Standard Parking Corporation. On September 19, 2011, BAFO letters were sent via email to the two Respondents. The BAFO letters outlined the procedures for the Respondents to follow, the criteria (and assigned maximum possible points) for which the Panel sought clarification and identified a deadline for the BAFO submissions. BAFO responses were received from both parties by the required deadline. The Panel evaluated the BAFOs on September 30, 2011.

The final scoring:

Respondent	Total Points
Ace Parking	154
Standard	166

Parking

At the October 6, 2011, Board meeting, the Panel's BAFO evaluation and the recommendation for Standard Parking to provide the Airport's parking management services were submitted to the Board for approval. After Board discussion, Resolution 2011-0103R was approved to award an agreement for parking management services to Ace Parking Management, Inc. for a five-year term and an amount not to exceed twenty-nine million, seven hundred thousand dollars (\$29,700,000.00) and authorizing the President/CEO to execute the agreement.

Parking Shuttle Services. On April 27, 2011, the Authority issued an RFP for Airport Shuttle Services. The RFP notice was advertised in the San Diego Daily Transcript and on the Authority's website. The Authority received proposals from seven (7) Respondents on June 8, 2011.

The Respondents and final scores:

Respondent	Total Points
Ace Parking	93
Coach America	78
First Transit	79
MV Transport. Parking	74 72
Concepts	
Silverado Stages	73
Standard	80
Parking	

The highest scoring firms were invited to interview on July 19, 2011. The Respondents were asked to answer a specific list of questions, prepared by the Panel, which targeted the RFP evaluation criteria.

The Respondents and the final scores:

<u>Respondent</u>	<u>Total Points</u>
Ace Parking	89
Coach America	74
First Transit	75
Standard	80
Parking	

At its August 4, 2011, meeting, the Board adopted Resolution No. 2011-0104, awarding an agreement to Ace Parking Management, Inc. for airport shuttle services for a five-year term and an amount not to exceed twenty-eight million eight hundred thousand dollars (\$28,800,000.00) and authorizing the President/CEO to execute the agreement.

Agreement Performance**Parking Revenues**

Agreement Year No. ¹	Ace Reported Parking Revenues ²	YoY increase	Airport Reported Parking Revenues	YoY increase	Revenue difference
1	\$32,476,570		\$32,650,119		-\$173,549
2	\$37,593,112	15.8%	\$35,749,891	9.5%	\$1,843,221
3	\$39,501,336	5.1%	\$37,716,715	5.5%	\$1,784,621
4	\$42,506,164	7.6%	\$41,205,537	9.3%	\$1,300,627
5	NA	NA	NA	NA	NA
Revenues to date	\$152,077,182		\$147,322,262		\$4,754,920

1) Contract Years are March-February and do not coincide with Fiscal Years.

2) The Ace Reported Parking Revenues includes taxicab trip fee revenues totaling approximately \$4.75million.

The parking revenue, the upward trend and the differential are explained by:

- **Year 2 increase of 9.5%:** The Airport experienced enplanement growth of 2.7%. In addition, a parking rate increase took effect in July 2012 (7 months of the first year of the agreement). Year 2 reflects a full year with the higher rate. The Terminal 2 West / Green Build construction was completed and the Terminal 2 parking lot opened in August 2012 (6 months into Year 1).
- **Year 3 increase of 5.5%:** The Airport experienced enplanement growth of 6% with a parking rate increase in July 2014, resulting in a much higher revenue increase. Staff believes the less-than-expected increase was due to passengers utilizing Transportation Network Companies (TNCs) instead of airport parking.
- **Year 4 increase of 9.3%:** The Airport experienced enplanement growth of 7.2%; the Harbor Drive Wally Park parking lot closed in July 2015. In addition, new parking customers were obtained through Authority Staff initiatives for coupon programs, marketing campaigns and additional advertising.

Parking Expenses

Parking expenses are trending \$1 million less than forecast in the Best and Final Offer (BAFO) submitted by Ace as part of the agreement negotiation.

Shuttle Expenses

At its April 21, 2016, meeting, the Board approved an amendment to the Ace Shuttle agreement increasing the not-to-exceed amount by \$2,530,682, funding the agreement through its December 31, 2016, termination date. This extension resulted in a not-to-exceed amount of \$31,330,682 over the remaining term of the agreement.

Pros and Cons

Why should the current Parking Management and Parking Shuttle Services agreements be extended?

- Incumbent's management and staff personnel know the Airport's operations and staff, parking locations, shuttle routes and taxi dispatch operations.
- Incumbent has adhered to the agreement's terms, conditions and requirements.
- Incumbent has proposed revenue pledges, cost reductions and capital investments (See Ace Parking Proposal, Pages 9-14).
- Potential for minor disruptions in parking services due to the construction of Parking Plaza.

Why should the current Parking Management and Parking Shuttle Services agreements be allowed to terminate and re-compete?

- The Airport has a practice to re-compete agreements at the end of their term. There are virtually no exceptions whereby the contract term, full scope of work and the total budget are extended.
- Construction impacts can be readily overcome, as they have in the past. The Parking Plaza construction will have marginal impact on the existing parking and shuttle operations. Shuttles do not run inside the terminal parking lots and no additional shuttles will be necessary during construction.
- The current agreements do not contain or specify numerical performance criteria, standards or measures. A revised or new RFP would contain language that is more specific, quantitative performance criteria, with better monitoring and evaluation methods.
- The Walker Parking study performed in 2011 identified many revenue enhancement opportunities (e.g., parking loyalty program, online reservations, and corporate parking packages) that Staff is continuing to evaluate or implement. A competitive bid process would allow more time and options for Staff to request and evaluate the most current industry revenue enhancement ideas and revenue and cost containment incentive structures.
- A competitive bid process potentially translates into less cost for the services provided, lower management fees, better customer services and additional agreement features.
- Instituting new five-year agreements would ensure continuity of operations before, during and after construction and the opening of the Parking Plaza in late May 2018.

Suggested Agreement Amendments or RFP Evaluation Criteria

Revised or new Parking Management and Parking Shuttle Service agreements would include more comprehensive language with more specific terms and conditions, enhanced quantitative performance criteria, better monitoring and evaluation methods and, if negotiated, establish a set of contractor incentives (or penalties) for revenue targets and cost containment thresholds.

Such agreement language (whether in a new or revised agreement) may include:

- *Operational excellence with airports (or very similar operational settings) with surface parking lots and parking structures and passenger transit systems.* We would require that the contractor have the experience, results, quality of people, processes, procedures and performance (parking operations and shuttle service) that is greater than other parking and shuttle competitors.
- *Parking and Shuttle Technology expertise and support services.* We would require that the contractor have the expertise and ability to evaluate new technologies, integrate existing capabilities, and recommend cost-effective parking and shuttle hardware, software and systems solutions. The ability to manage the new Parking Plaza technology and the existing surface parking technology will be a critical capability of the contractor.
- *Parking and Shuttle (data) analytics, forecasting, simulation and service modeling.* We would require that the contractor have the expertise and ability to evaluate data and information to provide more thorough analysis and present results for more effective, efficient, timely and flexible decisions.
- *Innovative and differentiated customer service, cost reduction and revenue enhancement programs.* We would require that the contractor have the expertise and the ability to offer a holistic, consultative approach to customer service, cost reduction and revenue enhancement with the ability to implement, measure and sustain cost reduction, revenue enhancement and customer service program delivery to achieve the desired business results.
- *Operational, Financial, Customer Service Performance criteria, standards and reporting.* We would require that the contractor have the expertise and the ability to provide a distributed, real time data and (digital display) dashboard able to communicate/track performance, identify and pinpoint anomalies/deviations and recommend alternatives and options based on predicted results. The recent Parking Shuttle RFP identified the following key performance measures that the shuttle contractor would be responsible to attain:
 - (a) In-service Miles;
 - (b) Deadhead Miles;
 - (c) Total Miles per Parking Shuttle Vehicle;
 - (d) Maintenance records;
 - (e) Accidents;
 - (f) In-service failures;
 - (g) Mean miles between in-service failures;
 - (h) Minimum miles between in-service failures;
 - (i) Complaints;
 - (j) Parking Shuttle Vehicle Trips and Average Travel Time;
 - (k) On-time performance, schedule/Headway adherence; and
 - (l) Stacking at each service stop location
 - (m) Vehicle trips provided;
 - (n) In-Service, Deadhead and Total Miles;

- (o) Passengers served;
- (p) Average daily passengers per trip; by month, by day of week;
- (q) Maximum passenger load; by trip time, by hour;
- (r) On-time performance, schedule/Headway/Service Gap adherence;
- (s) Missed trips;
- (t) Number of service failures; and
- (u) Number of service failures leading to impact in service.

The Parking Manager RFP would also include very specific performance measures and requirements.

- *Management (point of contact), agreement compliance and contractor responsiveness.* We would require that the contractor have an experienced and competent management team with the ability to produce results under changing conditions and to address special and normal customer needs and circumstances. We would also expect that the contractor suggest cost-effective ways to provide better customer service, reduce operating expenses and improve revenue under the agreement's terms and conditions in a timely and cost-effective manner.

Agreement Extension and Re-compete Timelines

Extend existing agreements through the approximately 21 months of the Parking Plaza construction:

	Extension Duration	New Agreement RFP Issued	New Agreement Awarded	New Agreement Start Date
Parking Management Services	March 2017-August 2018	March 2018	June 2018	September 2018
Parking Shuttle Services	January 2017-May 2018	January 2018	April 2018	June 2018

Agreements are staggered to allow competitive bids and to separate services.

Re-compete both agreements prior to expiration of existing agreement to ensure service continuation:

	Agreement Termination	New Agreement RFP Issued	New Agreement Awarded	New Agreement Start Date
Parking Management Services	March 15, 2017	July 2016	November 2016	March 16, 2017
Parking Shuttle Services	December 31, 2017	May 2016	September 2016	January 1, 2018

Ace Parking's Proposal

Ace Parking Recommendation (May 2, 2016)	Impact	Authority Response
GENERAL - PARKING		Most of these recommendations have been submitted before and responded to.
<i>Increase short-term (hourly rates) at T1 & T2 Parking Lots</i>	Ace did not propose a new rate structure	Last year's FY2017 Conceptual Budget includes hourly and daily rate increases (\$32) for terminal parking lots. The recommendation is included in the FY 2017 Budget being presented for adoption.
<i>T1 & T2 Premium Parking Areas</i>	According to Ace, additional annual revenue is \$393,000 (\$5 rate increase per hour).	Premium parking area concept needs further definition and analysis
<i>Valet area within T1 Parking Lot</i>	Customer service improvements; no estimates of incremental revenue increase	Currently under discussion. Since T2 lot will challenge customer service, need of valet service in T1 may only have marginal return. Further analysis of cost/benefit is required.
<i>Carts/shuttles within T2 Parking Lot</i>	Customer service	Operational viability major concern; parking lot will be very congested thus providing carts/shuttles within the parking lot may be somewhat problematic.
<i>Target Corporate Parkers using competitors lots</i>	No data or benefit indicated	Authority's Business Development has been working on corporate parking accounts. Additional cost/benefit analysis necessary.
<i>Advanced Parking Reservation system</i>	Customer service	Parking Reservation system (on the Authority's website) will go live in mid-May.
<i>Communicate alternative parking options; use email data base</i>	Customer service	Vision, Voice and Engagement will develop a comprehensive customer communication plan for alternative parking locations .

Ace Parking Recommendation (May 2, 2016)	Impact	Authority Response
SUPPLEMENTAL PROPOSAL TO KEEP PARKING REVENUES AT \$42M (2016- 2018)	Parking revenues would be maintained at FY16 levels through the Parking Plaza Construction	Ace pledged at the March 17, 2016 Board Meeting “to keep revenues at current levels during the parking plaza construction.”
<i>Option #1: Allow total control over the Airport’s Parking operations</i>	No data or benefit indicated; Maintain the \$42M FY16 revenues	Parking rate decisions are very visible to and have considerable impact on our community. In addition, no matter who operates the airport parking, it is the Authority who is ultimately accountable. It is, therefore, essential for the Authority to control these decisions. In addition, there are many aspects of airport operations and construction that require seamless coordination. Due to the risk of lack of proper coordination with all stakeholders, relinquishing full control of the parking operations would significantly jeopardize the Authority’s ability to plan for and provide air transportation services to the region with safe, effective facilities that exceed customer expectations.
<i>Option #2: Reduction of annual base parking management fee: \$50,000 per year (starting March 2017)</i>	\$445,000 annual base management fee (March 2017- March 2018)	The Authority welcomes the proposed reduction. The Management Fee was contracted at \$41,250 per month (March 15, 2016- March 1, 2017 for \$495,000 per year)

Ace Parking Recommendation (May 2, 2016)	Impact	Authority Response
<p><i>Performance-based Incentive Management Fees: \$200,000 if annual parking revenues reach \$42,000,000 (attainment of revenue thresholds; to be determined in the revised agreement)</i></p>	<p>No loss of Airport parking revenues; expected to retain \$8.5M (20% of annual parking revenues)</p>	<p>The Authority has estimated \$3M (25%) as a loss of T2 parking revenue and has proposed an alternate incentive structure.</p> <ul style="list-style-type: none"> • Ace would provide comprehensive analyses and work with Authority Staff on the viability of implementing revenue enhancement proposals. • Any such proposals jointly agreed to be implemented would be funded by Ace. • In the event total parking revenue in FY 2017 exceeds total actual parking revenue for FY 2016, the Authority would reimburse Ace the amount(s) expended by Ace on such projects. • In the event revenue enhancement proposals introduced by Ace are implemented and prove to successfully enhance parking revenue by more than \$1 million in total in FY 2017, Ace would be eligible to receive an incentive payment equal to 10% of the parking revenue which is in excess of the FY 2016 total actual parking revenue. The incentive for FY 2017 would cap at \$250,000. • For purposes of determining eligibility for reimbursement of project costs and the incentive payment described in the bullets above: In the event enplanements increase by more than 3% for FY 2017 versus FY 2016, the total actual parking revenue threshold for FY 2016 would be increased by the same percentage above 3%.

Ace Parking Recommendation (May 2, 2016)	Impact	Authority Response
PARKING ENHANCEMENT PLANS TO GENERATE PARKING REVENUES		
<i>Pay upfront capital costs to get parking enhancements e.g. new equipment</i>	All costs absorbed by Ace; Airport Authority will have no financial exposure- the Authority will reimburse equipment costs if the plans are successful.	Authority would welcome the contractor to pay the appropriate capital equipment costs. Contractor needs to better understand implications of construction and other work performed at the Airport. Contractor and Authority would also have to agree on what key performance/success measures to be attained to trigger the reimbursements.
<i>Institute variable parking strategy by Sept. 1, 2016</i>	Variable parking rates would allow parking fees to fluctuate upward during periods of high demand and downward during low demand.	Authority would welcome a variable rate parking strategy. Extensive analysis however, is required to identify the key price change points.
<i>Expand on-line parking reservation options by July 1, 2016.</i>	On-line parking reservation system will go live May 6, 2016.	Authority would welcome expanding the parking services provided through the on-line reservation system.
<i>Discontinue the 60 minutes stalls and eliminate free parking in lots (currently a 10 minute "grace period" is provided to allow parking patrons the opportunity to find a space.)</i>	Better/more enforcement of the 60 minute parking time period would net approximately \$294,000. Expected additional revenue would be minimal. Currently TNCs use the parking lots and the 10-minute grace period.	Eliminating the 10 minute grace period could potentially have a negative customer service result, especially when the parking lots are full and customers are convinced they will find a parking space.
<i>Relocate valet parking storage lots closer to the terminal to reduce operational costs</i>	Proposed location and financial impact not provided	Authority would welcome recommendation for the relocation of the valet storage lots. Current location (west side of LTL 1) is the closest available facility.
<i>Better utilize mobile technology solutions to build loyalty programs and corporate parking programs</i>	Unknown	Authority would welcome recommendations as to how mobile technology solutions to build loyalty and corporate parking might be developed and deployed

Ace Parking Recommendation (May 2, 2016)	Impact	Authority Response
GENERAL - SHUTTLE		
<i>Reduce Shuttle hourly rate from \$34.98 to \$33.48 (Sept. 1, 2016- Dec. 31, 2016)</i>	Approximately a four-month reduction totaling \$95,000 from current Shuttle monthly expenses.	Authority welcomes the rate reduction for the specified period.
<i>Increase Shuttle hourly rate from \$34.98 to \$38.98 (Jan. 1, 2017- May 31, 2018)</i>	11% increase	Estimated labor cost increase due to minimum wage increases. Minimum wage is going up 5% (from \$10 to \$10.50) while the Ace hourly rate will go up 11%. Ace was asked to reduce their service hour rate to \$36.98 (a 5.7% increase). There are no offsetting hourly rate reductions due to better shuttle scheduling. The current shuttle agreement hours were reduced by 7.5% when Red/Loop Bus service was discontinued. The remaining hours were distributed among the other lots. Ace was requested to reinstitute the 7.5% reduction <u>across all routes</u> with any shuttle agreement extension.
<i>(Ace to) Purchase and install Automated Passenger Counting System (APC)</i>	\$98,000	Airport Authority acknowledges the importance of passenger count data but Ace did not proposed a plan as to the data usage.
<i>Provide reporting data and analytics that follow the most recent Shuttle RFP requirements.</i>	Better data and statistics for decision making	Authority welcomes better data reporting and analytics.
<i>Point to point Express Shuttle Service (proposal dated 4/28/16)</i>	Provide advance reservations and point-to-point transit (from LTL1) for customers; would provide customer service, convenience and faster access to the terminal. For 2017 and 2018, this would be an estimated \$7.2M.	The concept was originally proposed by the Airport to address parking space shortfalls during construction and customer anxieties about parking in remote lots without quick access to the terminals. The Ace estimate seems extremely high since there are no estimates of utilization or efficiencies through the reduction of other shuttle services.
<i>Transportation Island curbside concierge (proposal dated 4/28/16)</i>	Curbside customer service representative providing directions and baggage assistance	Authority welcomes idea but requires more data on costs and alternatives.

Ace Parking Recommendation (May 2, 2016)	Impact	Authority Response
OTHER		
<i>Parking Operations Agreement Expense Budget (4/28/16)</i>	Expense budget is consistent with previous expense budgets with the exception of the labor cost increase of almost \$300,000 due to minimum wage increases.	The Authority would request more details of expected number of employees affected by the minimum wage increase. In FY 2017 budget, the Authority budgeted for CSRs wage increase only.

Options and Recommendation

In summary, Airport Staff considered the pros and cons for 1) extending the current Parking Management and Parking Shuttles Service agreements through construction of the Parking Plaza or 2) allowing the current Parking Management and Parking Shuttle agreements to expire as scheduled and re-competing the agreements with more comprehensive and specific terms, conditions and requirements.

Therefore, Staff recommends the Board authorize the President/CEO to proceed with issuance of Requests for Proposals ("RFP") for provision of Airport Parking Management and Airport Parking Shuttle Services. Selection and implementation of the Airport Parking Management and Airport Parking Shuttle agreements shall coincide with the termination of the existing agreements.

Fiscal Impact:

Adequate funding for Parking and Shuttles operations expense is included in the proposed FY 2017 and conceptually proposed FY 2018 Operating Expense Budgets within the contractual services line item.

Authority Strategies:

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

Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

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

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

Application of Inclusionary Policies:

The Authority has the following inclusionary programs/policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprises, on all agreements. Only one of the programs/policies named above can be used in any single contracting opportunity.

This agreement does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses. Policy 5.12 provides a preference of up to five percent (5%) to small businesses in the award of selected Authority agreements. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$200,000. The preference is only applied in measuring the bid. The final agreement award is based on the amount of the original bid.

In accordance to Policy 5.12, the recommended firm Ace Parking, Inc. did not receive the small business preference.

Prepared by:

DAVID BOENITZ
DIRECTOR, GROUND TRANSPORTATION

RESOLUTION NO. 2016-0048

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AUTHORIZING THE PRESIDENT/CEO TO PROCEED WITH ISSUANCE OF REQUESTS FOR PROPOSALS (“RFP”) FOR PROVISION OF AIRPORT PARKING MANAGEMENT AND AIRPORT PARKING SHUTTLE SERVICES. SELECTION AND IMPLEMENTATION OF THE AIRPORT PARKING MANAGEMENT AND AIRPORT PARKING SHUTTLE AGREEMENTS SHALL COINCIDE WITH THE TERMINATION OF THE EXISTING AGREEMENTS.

WHEREAS, San Diego International Airport provides parking and shuttle services to airline passengers, general public and airport employees; and

WHEREAS, on August 4, 2011 the Board approved Resolution 2011-0104 authorizing the President/CEO to enter into a five year agreement, expiring December 31, 2016, with Ace Parking, Inc. for Parking Shuttle Services; and

WHEREAS, on October 6, 2011, the Board approved Resolution 2011-0103R authorizing the President/CEO to enter into a five year agreement, expiring March 15, 2017, with Ace Parking, Inc. for Parking Management Services; and

WHEREAS, a comprehensive and objective evaluation has been conducted by staff of the current agreements to assess the incumbent’s performance under the existing agreements and evaluation of new proposals submitted by the incumbent.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes the President/CEO to proceed with issuance of Request for Proposals (“RFP”) for provision of Airport Parking Management and Airport Parking Shuttle services; and

BE IT FURTHER RESOLVED the Board directs that the selection, implementation and terms of the Airport Parking Management Airport Parking Shuttle agreements shall commence with the respective expiration of the existing agreements; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 19th day of May, 2016, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

Board Communication

Date: May 11, 2016

To: Board Members

From: Angela Shafer-Payne, Vice President, Operations 

Subject: Additional Materials for May 19 Board Agenda Item #19 -
Airport Parking Management and Parking Shuttle Agreements

In preparation for the May 19 Board Agenda Item #19, staff has had multiple meetings with representatives from Ace Parking. Authority staff recently summarized key financial and operations requirements (Attachment A) staff is seeking for parking and shuttle services. Attachment B is Ace's response.

Attachments



May 6, 2016

Keith Jones
Managing Principal
Ace Parking Management, Inc.
645 Ash Street
San Diego CA 92101

Dear Keith:

Thank you for your recent proposals regarding your desired extension of the Parking Management and Shuttle Services agreements. As you are aware, the Authority's Board has requested Staff to provide pros and cons for granting an extension of these contracts versus performing a public solicitation process. The discussions with you and your team over the past couple of weeks have allowed us to better understand how a contract extension might be structured should our Board choose to proceed in that manner.

The following addresses certain specific items in your proposal that the Authority would expect to incorporate into any contract extension, if granted:

Parking Guarantee

We understand your desire for total control of parking operations in order to guarantee \$42 million in revenue for Fiscal Year 2017. However, we graciously decline this offer. Parking rate decisions are very visible to and have considerable impact on our community. In addition, no matter who operates the airport parking, it is the Authority who is ultimately accountable. It is, therefore, essential for the Authority to control these decisions. In addition, there are many aspects of airport operations and construction that require seamless coordination. Due to the risk of lack of proper coordination with all stakeholders, relinquishing full control of the parking operations would significantly jeopardize the Authority's ability to plan for and provide air transportation services to the region with safe, effective facilities that exceed customer expectations.

Incentive Fee and Revenue Enhancement

As discussed, while we appreciate the additional revenue ideas offered, the data and analysis that has been provided is not sufficient to make a recommendation to the Board to move forward. Significant market trend data, research, and analysis (e.g., cost/benefit, operational plans and impacts) will be vital in making decisions to proceed. Your more detailed analyses supporting the Terminal 1 and Long-Term Lot 1 suggestions are more in line with the type of information required.

Therefore, as an alternative to your proposed incentive fee of \$200,000 for maintaining a \$42 million revenue level for Fiscal Year 2017, we propose the following:

- Ace would provide comprehensive analyses and work with Authority Staff on the viability of implementing revenue enhancement proposals.
- Any such proposals jointly agreed to be implemented would be funded by Ace.
- In the event total parking revenue in FY 2017 exceeds total actual parking revenue for FY 2016, the Authority would reimburse Ace the amount(s) expended by Ace on such projects.
- In the event revenue enhancement proposals introduced by Ace are implemented and prove to successfully enhance parking revenue by more than \$1 million in total in FY 2017, Ace would be eligible to receive an incentive payment equal to 10% of the parking revenue which is in excess of the FY 2016 total actual parking revenue. The incentive for FY 2017 would cap at \$250,000.
- For purposes of determining eligibility for reimbursement of project costs and the incentive payment described in the bullets above: In the event enplanements increase by more than 3% for FY 2017 versus FY 2016, the total actual parking revenue threshold for FY 2016 would be increased by the same percentage above 3%.
- FY 2018 would have a similar incentive structure, to be negotiated in the last quarter of FY 2017. The revenue threshold to be negotiated would depend on the parking revenue projection for the full FY 2017. However, in no event would the threshold be less than the FY 2017 threshold.
- In addition to the revenue enhancement terms above, we also propose that Ace would decrease its proposed Parking Shuttle service hour rate from the proposed \$38.98 to \$36.98.

Changes to Shuttle Schedule

This clause addressed the increase and decrease to shuttle operating hours. The clause was recently exercised when the Red/Loop Bus was discontinued where 7.5% of the Loop Bus hours were removed and the remainder was reallocated to other parking lots. In an effort to further refine and match parking shuttle passenger demand with the needed shuttle hours, the following clause should be reinstated. Please note the 7.5% reduction applies to the total shuttle hours not to the Route hours:

Exhibit A

"In the event the Authority directs Contractor to increase Shuttle Driver operating hours by more than three percent (3%) above the hours shown in Schedule A-3- VEHICLE/DRIVER SCHEDULE PER ROUTE, which is attached hereto and incorporated herein, during any consecutive seven (7) day period or directs Contractor to decrease Driver operating hours by more than seven and one-half percent (7.5%) below the hours shown in Schedule A-3 – VEHICLE/DRIVER SCHEDULE PER ROUTE for more than seven (7) continuous days during the Term, Contractor shall be entitled to the "Modified Compensation" described in Exhibit B."

Exhibit B

In the event Authority directs Contractor to decrease the number of Driver operating hours by more than seven and one-half percent (7.5%) below the TOTAL hours shown in Schedule A-3 - VEHICLE I DRIVER SCHEDULE PER ROUTE for more than seven (7) contiguous days at any time during the Term, Authority and Contractor agree to meet in good faith to re-negotiate the hourly rates described in this Agreement

Both Schedule A-3 VEHICLE/DRIVER SCHEDULE PER ROUTE and Exhibit B must be revised and renegotiated to reflect route changes and allocated hours.

Operational Requirements

If the Board chooses to extend the contract, we expect to include requirements that would have been included in an open solicitation with standards that the Authority will define and dictate, for example:

- 95% customer satisfaction on parking and shuttle surveys based on an Airport defined sampling program;
- Independent audits of parking lot vehicle identification system to ensure vehicles are parked no longer than 60 days;
- Recurrent customer service training;
- Authority approved customer service training for employees within 60 days of award;
- 95% pass rate for the secret shopper program.

In addition, the following major operational themes, requirements, and criteria also will be incorporated into any contract extension, if granted.

Ace will be required to:

- Deliver the experience, results, quality personnel, processes, procedures and performance for both parking operations and shuttle services at levels greater than our parking and shuttle competitors through better, more focused employee recruitment, training and supervision
- Evaluate and make well supported recommendations regarding technologies, integrating existing capabilities, and cost effective parking and shuttle hardware, software and systems solutions and provide the expertise necessary to manage the new parking plaza and existing surface parking technology through a parking and shuttle technology roadmap that identifies hardware changeover and software upgrades, expected costs and the timing
- Produce, analyze, and present thorough data and recommendations to drive effective, efficient, timely and flexible decisions, through a better data acquisition, analytics and reporting especially as it relates to parking revenues and occupancy and shuttle passenger loads,
- Provide a holistic, consultative approach to customer service, cost reduction and revenue enhancement with the ability to implement, measure and sustain cost reduction, revenue enhancement and customer service programs to achieve desired

business results, through a more robust, comprehensive strategic plan and implementation for parking and shuttles,

- Provide a distributed, real time data and (digital display) dashboard able to communicate/track performance, identify and pinpoint anomalies/deviations, and recommend alternatives and options based on predicted results, by defining compiling and communicating in real time the key metrics and results such as customer service, shuttle and parking operations,
- A highly experienced and competent team with the ability to produce results under changing conditions and address special and normal customer needs and circumstances; and,
- Offer thoroughly analyzed and supported recommendations for cost effective ways to enhance customer service, reduce operating expenses and improve revenue under the contract's terms and conditions in a timely and cost effective manner.

We are happy to discuss any of these requirements with you further.

Sincerely,



Scott Brickner

Vice President, Finance & Asset Management/Treasurer

SB/TE

cc: Angela Shafer-Payne, Vice President, Operations
David Boenitz, Director, Ground Transportation



Airport Parking Management and Parking Shuttle Agreements

David Boenitz

Director, Ground Transportation

May 19, 2016



BOARD DIRECTION

March 17, 2016 Board Meeting, staff asked to return with a definitive recommendation for the most viable Parking Management and Parking Shuttles strategy with pros and cons of

- 1) continuing the Ace Parking Management and Parking Shuttle Services through the Airport's Terminal 2 Parking Plaza construction and startup (scheduled completion on or about May 2018); or
- 2) allowing the current agreements to expire and to re-bid both.



RECOMMENDATION

Adopt Resolution No. 2016- _____ authorizing the President/CEO to proceed with issuance of Request for Proposals (“RFP”) for provision of Airport Parking Management and Airport Parking Shuttle services. Selection and implementation of the Airport Parking Management Airport Parking Shuttle agreements shall coincide with the termination of the existing agreements.



AGREEMENT STATUS

Parking Management Services

- ❖ In March 2012, the Authority entered into a five-year agreement with ACE Parking Management, Inc. to provide parking management services for the Airport's terminal and remote parking facilities for Airport passengers, the public and tenant employees.
- ❖ The agreement is set to expire on March 15, 2017 with a not to exceed value of \$29,700,000.



AGREEMENT STATUS

Parking Shuttle Services

- ❖ In February 2012, the Authority entered into a five-year agreement with ACE Parking Management, Inc. to provide courtesy vehicle and shuttle services between the Airport's terminals and remote parking facilities for Airport passengers, the public and tenant employees.
- ❖ The agreement is set to expire December 31, 2015 with a not to exceed value of \$31,330,682.00.



PROS

- ❖ Incumbent's management and staff personnel know the Airport's operations and staff, its parking locations, shuttle routes and taxi dispatch operations
- ❖ Incumbent has adhered to the agreement's terms, conditions and requirements
- ❖ Incumbent has put forth revenue pledges, cost reductions and capital investments



CONS

- ❖ Airport has a practice to re-compete agreements at the end of their term. There are virtually no exceptions whereby the contract term, full scope of work and the total budget are extended.
- ❖ The Parking Plaza construction will have marginal impact on the existing parking and shuttle operations.
- ❖ Current agreements do not contain or specify performance criteria, standards or measures.
- ❖ Additional revenue enhancement opportunities
- ❖ Competitive bid process potentially translates into less cost for the services provided, lower management fees, better customer services and additional agreement features.

TIMELINE

Renew existing agreements through
Parking Plaza construction

	Extension	New Agreement RFP Issued	New Agreement Awarded	New Agreement Start Date
Parking Management Services	March 2017- August 2018	March 2018	June 2018	September 2018
Parking Shuttle Services	January 2017- May 2018	January 2018	April 2018	June 2018

TIMELINE

Re-compete both agreements prior to expiration of existing contract

	Agreement Termination	New Agreement RFP Issued	New Agreement Awarded	New Agreement Start Date
Parking Management Services	March 15, 2017	July 2016	November 2016	April 1, 2017
Parking Shuttle Services	December 31, 2017	May 2016	September 2016	January 1, 2018



Airport Parking Management and Parking Shuttle Agreements

Questions?



San Diego County Regional Airport Authority FY 2017 Proposed Budget & FY 2018 Proposed Conceptual Budget

Budget Workshop

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



Agenda

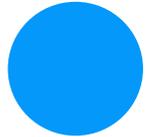
- 1. Organizational Strategies**
- 2. Organizational Initiatives**
- 3. Economic, Industry and Credit Overview**
- 4. Budget Objectives**
- 5. Budget Process**
- 6. Budget Overview**
 - Revenue
 - Expense
- 7. Capital Program Budget**
- 8. Plan of Finance FY 2017-2021**
- 9. Conclusion**
- 10. Appendix**
 - Expense Overview
 - Division Expense Budgets
 - Capital Program



Organizational Strategies



Strategies



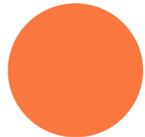
Community

Be a trusted and highly responsive agency



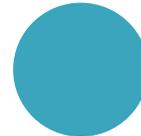
Financial

Enhance the financial position of the Airport Authority



Customer

Achieve the highest level of internal and external customer satisfaction



Operations

Operate our airport in a safe, secure, environmentally sound, effective and efficient manner



Employee

Achieve the highest level of employee commitment and performance



Organizational Initiatives

Sustainable Organization

Our Commitment:

Plan and build an enduring and resilient customer-focused enterprise by effectively managing our financial; social; and environmental risks, obligations and opportunities



FY 2017 Initiatives

Develop a five-year strategic plan to include the following three sustainable elements:



Maintain a Sustainable Long Term Capital Plan



Focus on Revenue Generation and Cost Control



Strategically Engage Our Employees in Sustainable Business Practices



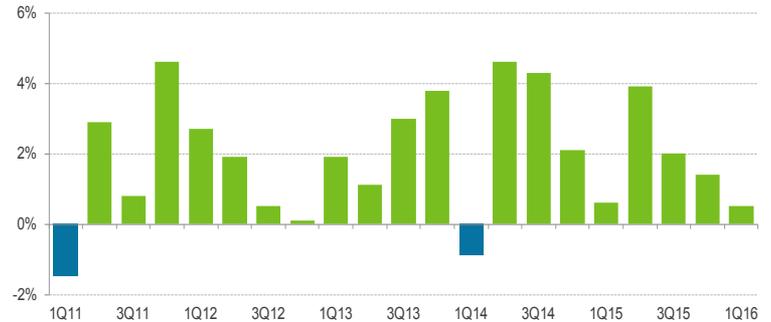


Economic Industry and Credit Overview

US Economy Growth

- Main economic indicators all showed growth through 2015:
 - U.S. GDP grew 2.4%
 - Equity markets:
 - DJIA: -2.2%
 - S&P 500: -0.7%
 - U.S. unemployment declined from 5.6% to 5.0%
 - San Diego unemployment declined from 5.4% to 4.8%
- YTD 2016 equity markets have followed a V-pattern, first dropping substantially and then recovering in recent weeks

U.S. Gross Domestic Product



Dow Jones Industrial Avg. and S&P 500 Indices



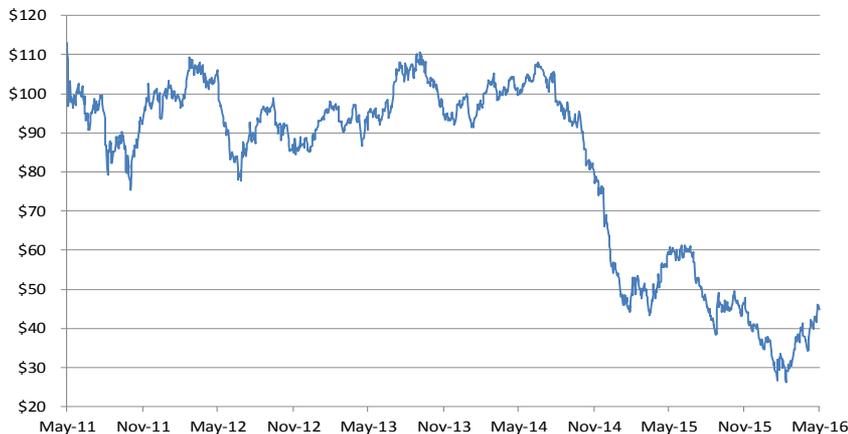
U.S. Unemployment Rates



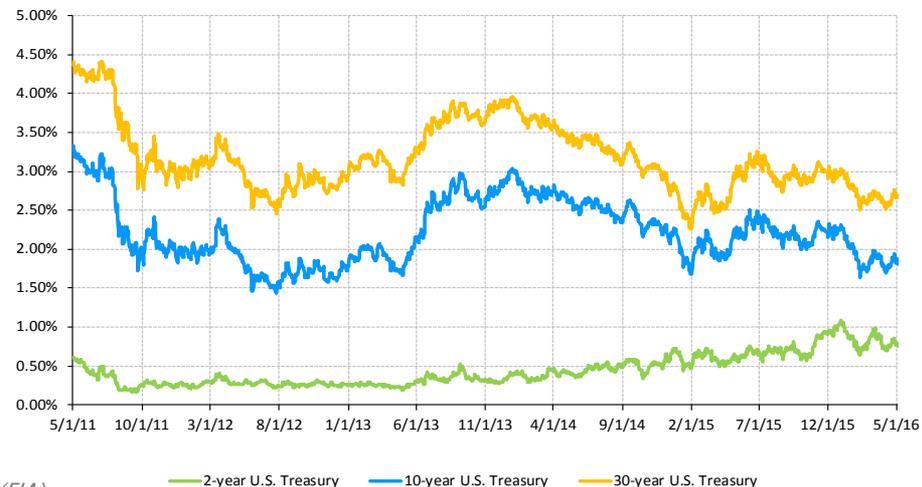
Oil Prices & Interest Rates Remain Near Recent Historical Lows

- Crude oil prices fell 24.3% in the last 12 months
- Current oil price trades in the \$40+/- range (i.e., the middle of its 52-week range of \$26 - \$61)
- 30-year U.S. Treasury Rate increased 26 bps in 2015
- 30-year U.S. Treasury Rate (YTD) the rate has decreased 35 bps (as of May 3, 2016)

WTI Crude Oil Price (Per Barrel)



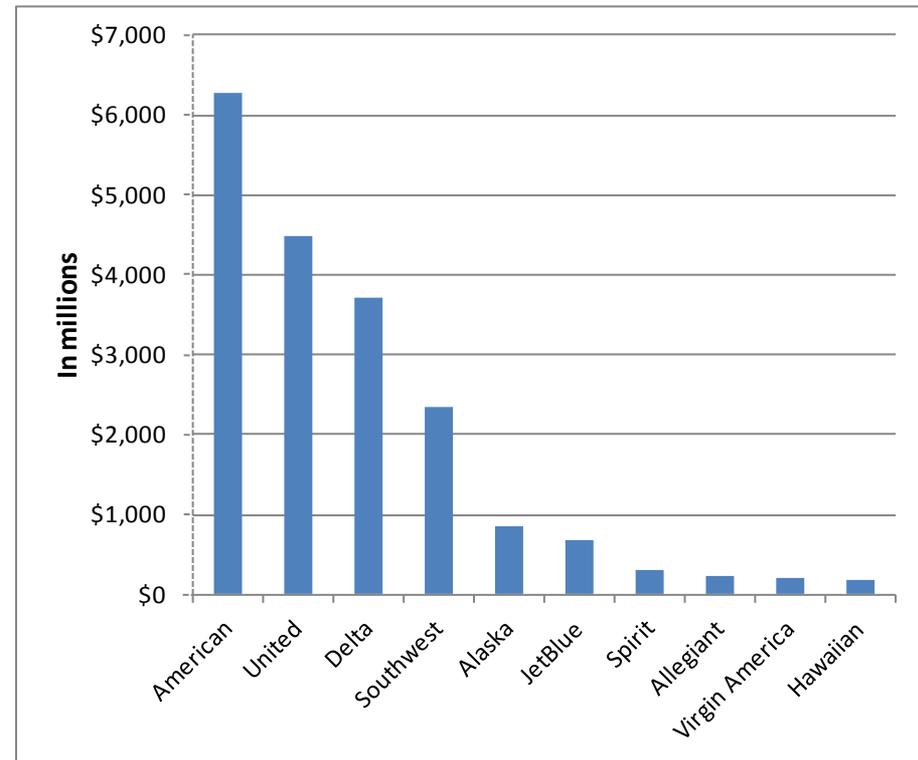
U.S. Treasury Yields



Airline Industry Overview

- All major US airlines recorded a profit in 2015 and the domestic industry collectively realized a \$19.3B profit (excluding special items), up from \$11.7B in 2014
- Main drivers of profit growth include booming domestic demand, sharply lower oil prices and continued pricing power due to industry consolidation
- Load factors remain at record highs as aircraft are increasingly full for most US airlines
- Network and Fleet Restructuring: Airlines are continuing to pare down service to smaller and unprofitable airports and focus on ordering large, fuel efficient aircraft to replace aging fleets

2015 Net Income (excluding Special Items)



Moody's U.S Airports 2016 Outlook

Remains Positive

Key drivers are:

- Enplanement growth
- Airlines expected to expand their seat capacity between 3% and 4.5% by adding larger planes and /or seat densification
- Continued U.S. economic expansion
- Higher parking and concession revenues
- Continued low fuel prices

SDCRAA Strong Credit

Fitch affirms A+ Senior and A Subordinate ratings with a stable outlook

Moody's affirms A1 Senior and A2 Subordinate ratings and revises the outlook from stable to positive

Moody's affirms A3 rating with stable outlook on special facility bonds

Key Rating Rationale:

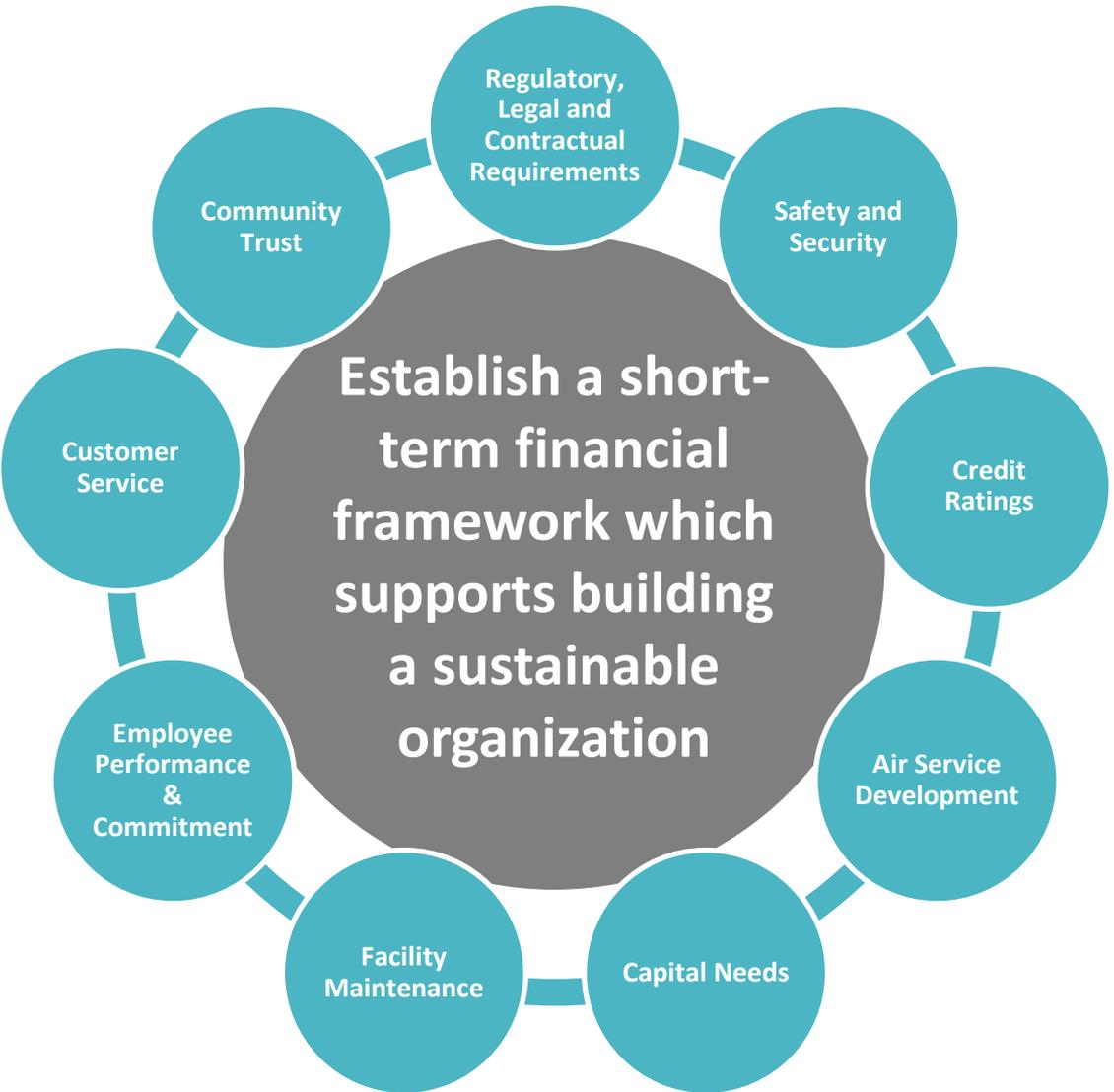
- Strong Service Area: The airport's strong enplanement base is serviced by a diverse group of airlines and benefits San Diego county's service area.
- Robust enplanement growth
- Favorable Hybrid Airline Agreement: The airport has a hybrid use and lease agreement, which is residual on the airfield and compensatory in the terminal.
- Conservative Fixed Rate Debt Profile
- Strong Debt Service Coverage and liquidity ratios



Budget Objectives



Budget Objective





Budget Process

Budget Process



Budget Process

FY 2017 Expenses Milestone 2 vs. Milestone 1

	FY 2017 M1 Budget	FY 2017 Proposed Budget	Inc / (Dec) FY 2017 M2 vs FY 2017 M1
Operating Expenses:			
Total Personnel Expenses	\$47,070,663	\$45,555,883	\$ (1,514,781)
Non-Personnel Expenses			
Contractual Services	46,543,344	44,698,463	(1,844,880)
Safety and Security	28,850,700	29,061,387	210,687
Space Rental	10,191,450	10,191,450	-
Utilities	13,309,309	12,903,213	(406,096)
Maintenance	15,530,767	14,665,767	(865,000)
Operating Equipment & Systems	453,383	365,314	(88,069)
Operating Supplies	464,557	446,912	(17,645)
Insurance	1,012,758	1,012,758	-
Employee Programs	1,355,538	1,328,398	(27,140)
Business Development	2,655,618	2,564,368	(91,250)
Equipment Rentals & Repairs	2,906,395	2,727,672	(178,723)
Tenant Improvements	900,000	900,000	-
Total Non-Personnel Expenses	124,173,819	120,865,702	(3,308,117)
Total Operating Expenses	171,244,482	166,421,585	(4,822,897)
Non-Operating Expenses:			
Joint Studies/Sound Attenuation	14,834,811	14,834,811	-
Debt Service	81,147,636	80,841,954	(305,681)
Legal Settlements Expense	10,000	10,000	-
Total Non-Operating Expenses	95,992,447	95,686,765	(305,681)
Total Expenses	267,236,929	262,108,350	(5,128,579)
Equipment Outlay	2,405,000	1,525,650	(879,350)
Total Authority Expenses incl Equip Outlay	\$ 269,641,929	\$ 263,634,000	\$ (6,007,929)



Budget Overview

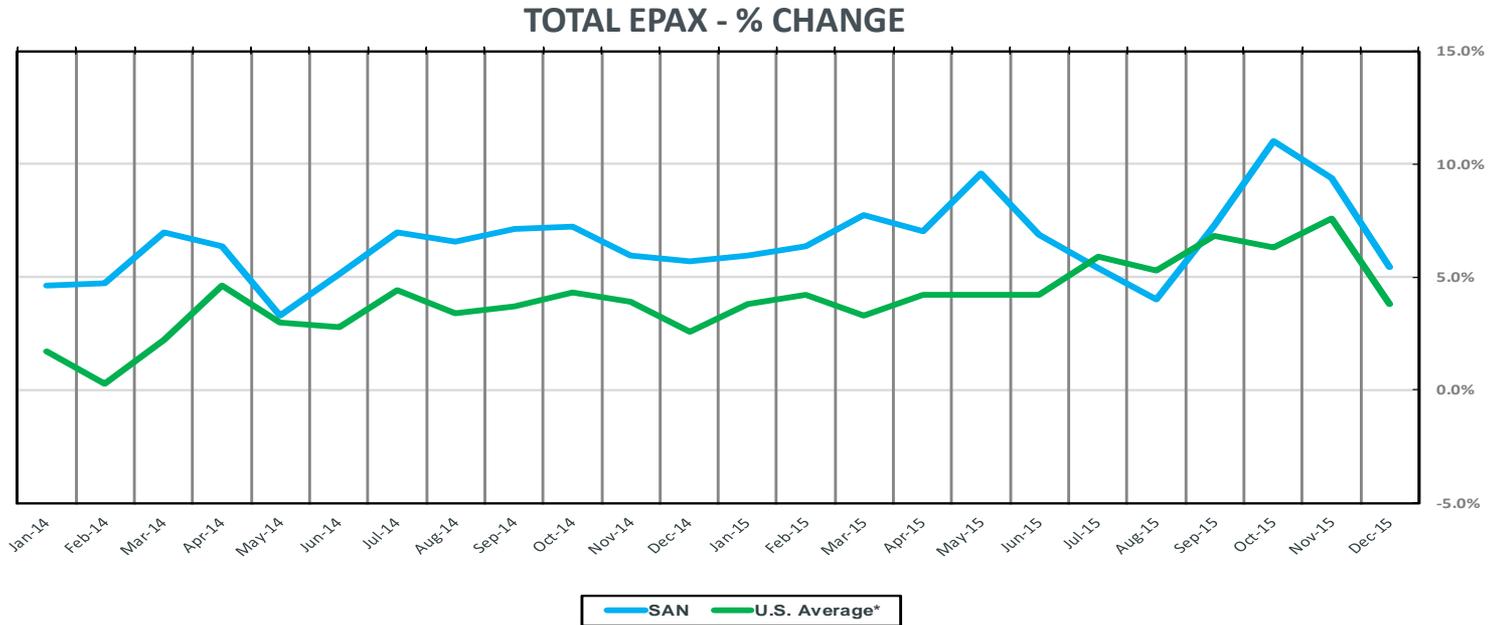


Revenue Budget Overview

Revenue Budget Assumptions

SDIA Passenger Traffic

SDIA Traffic growth has outperformed national average



* U.S. Average is based on T-100 Market Reporting Data from the DOT Bureau of Transportation Statistics.

Revenue Budget Assumptions

● Enplanements

- FY 2017 Proposed Budget of 10.6M, 2.5% increase over FY 2016 Forecast of 10.4M
- FY 2018 Proposed Conceptual Budget of 10.8M, 2.0% increase over FY 2017 Proposed Budget of 10.6M

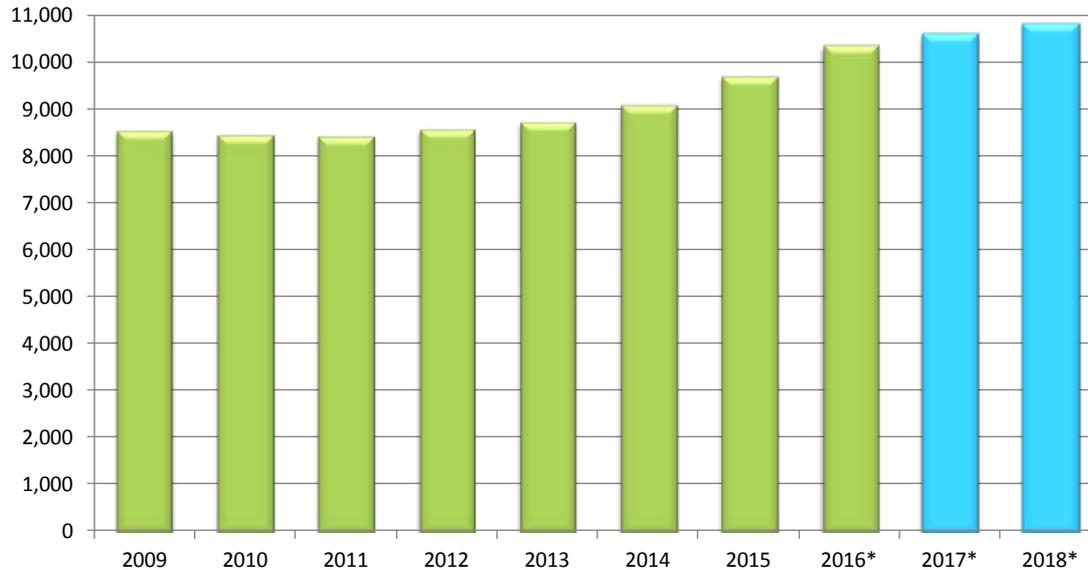
(in thousands)

Fiscal Year	FY 16 Budget Enplanements	% Change Year over Year	FY 17 Budget Enplanements	% Change Year over Year	Change vs FY 16 Budget
2015 Actuals	9,713	–	9,713	–	–
2016 Budget / Forecast	9,828	1.2%	10,352	6.6%	524
2017	9,995	1.7%	10,611	2.5%	616
2018	10,125	1.3%	10,823	2.0%	698

Revenue Budget Assumptions

Annual Enplaned Passenger Traffic

(in thousands)

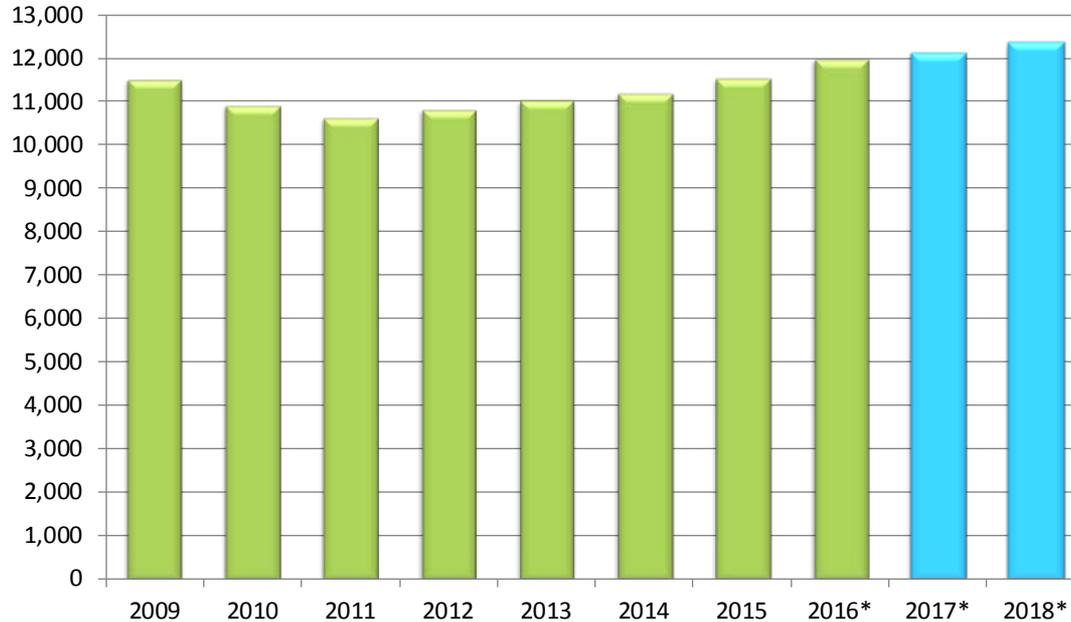


<u>Fiscal Year</u>	<u>Enplaned Passengers</u>	<u>% Change</u>
2009	8,536	-9.1%
2010	8,454	-1.0%
2011	8,441	-0.2%
2012	8,575	1.6%
2013	8,738	1.9%
2014	9,082	3.9%
2015	9,713	6.9%
2016*	10,352	6.6%
2017*	10,611	2.5%
2018*	10,823	2.0%

Revenue Budget Assumptions

● Landed Weight

(in millions)



Fiscal Year	Landed Weight	% Change
2009	11,497	-8.0%
2010	10,893	-5.3%
2011	10,606	-2.6%
2012	10,820	2.0%
2013	11,016	1.8%
2014	11,187	1.6%
2015	11,524	3.0%
2016*	11,979	3.9%
2017*	12,108	1.1%
2018*	12,350	2.0%

Revenue Budget Assumptions

- **Airline Revenue - recovery methodology remains the same**

<u>Fiscal Year</u>	<u>Airfield</u>	<u>Terminal</u>	<u>Security</u>	<u>CUPPS</u>
FY 2017	100%	70%	95%	100%
FY 2018	100%	70%	95%	100%

- **Terminal Concessions**

- FY 2017 – FY 2018 revenue reflects current actual Sales per Enplaned Passenger (SEP) rate which is higher than budgeted in FY 2016

- **Car Rental License Fees**

- FY 2017 - FY 2018 revenue reflects current actual SEP rate which is lower than budgeted in FY 2016
- Full year of RCC expense cost recovery

Revenue Budget Assumptions *(Cont'd)*

● Parking Revenue

- Parking Plaza construction expected to begin in August 2016, and continue for 21 months
- Assuming a drop in T2 parking activity due to construction
- Valet revenue increase during construction
- Scheduled FY 2017 Parking rate increase for Short-Term lots and Valet

● Ground Rentals

- Full year of Rental Car Center (RCC)

● Ground Transportation

- Cost recovery methodology

● Non-Operating Revenue: Customer Facility Charges (CFC)

- CFC increases from \$7.50 to \$9.00 per day in January 2017

Ground Transportation Cost Recovery Methodology

- Trip fees and permit fees will be established and set for FY 17 and FY 18
- Trip fees and permit fees adjusted for incentive plan
 - Reduced user fees – 25% discount for all converted vehicles
 - Increased user fees – 75% premium in FY 2017 and 100% premium in FY 2018 for non-converted vehicles



Ground Transportation Expenses

FY 2015 – FY 2018

Ground Transportation Costs	FY 2015 Actual	FY 2016 Forecast	FY 2017 Proposed Budget	FY 2018 Proposed Conceptual Budget
Operating & Maintenance Expenses				
Airport Traffic Officers (ATOs)	\$ 5.1	\$ 5.2	\$ 5.4	\$ 5.5
Customer Service Representatives (CSRs)	0.8	0.8	0.8	0.9
Ground Transportation departmental costs	0.9	1.0	1.0	1.0
Roadways maintenance & landscaping	0.9	1.0	1.1	1.2
Hold lot O&M costs	0.3	0.3	0.3	0.3
Subtotal	\$ 8.0	\$ 8.3	\$ 8.6	\$ 8.9
General and Administrative (G&A) %	19.9%	20.6%	20.2%	20.5%
SDCRAA G&A costs	\$ 1.6	\$ 1.7	\$ 1.7	\$ 1.8
Depreciation of roadway assets	4.2	4.2	4.6	4.6
Total	\$ 13.8	\$ 14.2	\$ 14.9	\$ 15.3

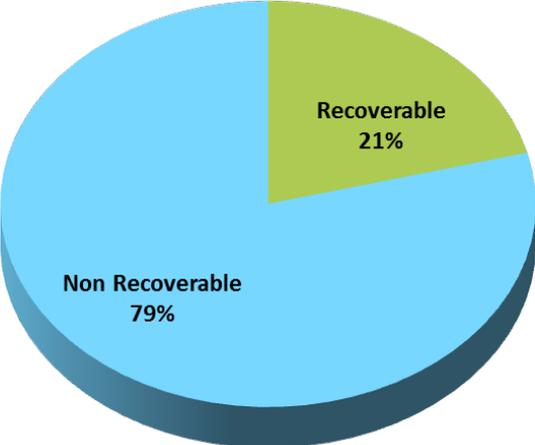
Trips by Mode - Methodology

- Enplanement growth used to increase trips for modes for FY 2016 through FY 2018
- FY 2017 TNC trips based on FY 2016 YTD trips - Taxi, shuttle and private vehicles modes adjusted for TNC effect
- FY 2016 estimates compared to FY 2016 YTD actuals for reasonableness for taxis, shuttles and courtesy

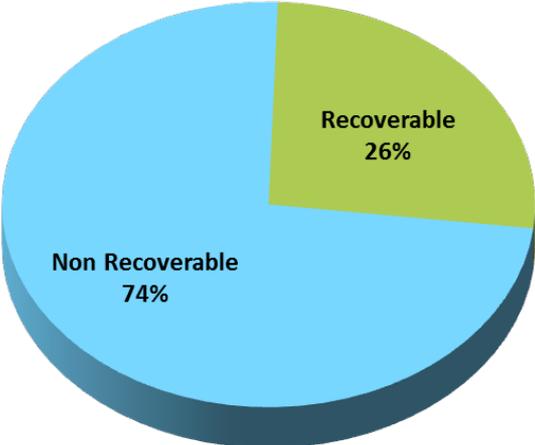
Mode <i>(in thousands)</i>	Actual FY 2015	Estimated Trips FY 2016	Estimated Trips FY 2017	Estimated Trips FY 2018
Recoverable Modes				
Taxicabs	903	830	825	841
TNC	-	600	646	659
Off-airport parking	251	204	208	212
Hotel / Motel shuttles	161	166	170	173
Limousines	97	103	106	108
Vehicles for hire	111	101	96	98
Sub-Total	1,523	2,004	2,050	2,091
Non-Recoverable Modes				
Private vehicles	4,200	4,116	4,214	4,291
Public transit, Authority and airport vehicles	835	888	830	846
Rental car shuttles	575	455	336	343
Airport parking shuttles	135	144	148	151
Charter buses	3	3	3	3
Sub-Total	5,748	5,607	5,531	5,634
TOTAL	7,271	7,612	7,581	7,726

Ground Transportation Expense Cost Recovery

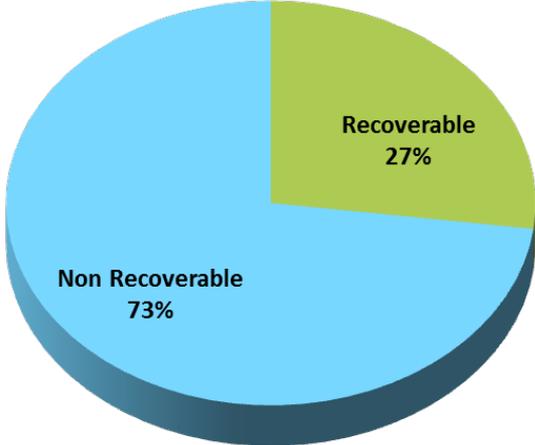
FY 2015



FY 2016



FY 2017 - FY 2018



Vehicles Mode Cost Allocation – FY 2017

(in thousands)

Mode	Estimated FY 2017 Trips (a)	FY 2017 Share of Trips	Total O&M Costs	G&A (20.2%)	Total Depreciation	FY 2017 Allocated Costs (b)	FY 2017 User Fee (b/a)
Recoverable Modes							
Taxicabs	825	10.9%	\$ 1,952	\$ 394	\$ 838	\$ 3,185	\$ 3.86
TNC	646	8.5%	906	183	345	1,434	2.22
Off-airport parking	208	2.7%	214	43	133	390	1.87
Hotel / Motel shuttles *	170	2.2%	174	35	108	318	4,476
Limousines	106	1.4%	109	22	68	198	1.87
Vehicles for hire	96	1.3%	165	33	95	293	3.06
Sub-Total	2,050	27.0%	\$ 3,520	\$ 711	\$ 1,588	\$ 5,818	
Non-Recoverable Modes							
Private vehicles	4,214	55.6%	\$ 3,835	\$ 775	\$ 2,254	\$ 6,864	
Public transit, Authority and airport vehicles	830	10.9%	755	153	444	1,352	
Rental car shuttles	336	4.4%	306	62	180	547	
Airport parking Shuttles	148	2.0%	152	31	94	277	
Charter buses	3	0.0%	3	1	2	5	
Sub-Total	5,531	73.0%	\$ 5,051	\$ 1,020	\$ 2,974	\$ 9,045	
TOTAL	7,581	100.0%	\$ 8,571	\$ 1,731	\$ 4,561	\$ 14,864	

Vehicles Mode Trip Fee – FY 2017

Mode	FY 2017 Base User Fee	25% Incentive Plan Reduced User Fee	75% Incentive Plan Increased User Fee
Recoverable Modes			
Taxicabs	\$ 3.86	\$ 2.90	\$ 6.76
TNC ¹	2.22	1.67	3.89
Off-airport parking	1.87	1.40	3.28
Hotel / Motel shuttles ²	4,476	3,357	7,834
Limousines	1.87	n/a	n/a
Vehicles for hire	3.06	2.30	5.36

¹ TNCs are not reporting converted vehicles and are paying premium user fees

² User fee based on permit fee; estimated vehicles in this mode total 71 vehicles

Vehicles Mode Cost Allocation - FY 2018

(in thousands)

Mode	Estimated FY 2018 Trips (a)	FY 2018 Share of Trips	Total O&M Costs	G&A (20.5%)	Total Depreciation	FY 2018 Allocated Costs (b)	FY 2018 User Fee (b/a)
Recoverable Modes							
Taxicabs	841	10.9%	\$ 2,007	\$ 412	\$ 822	\$ 3,241	\$ 3.85
TNC	659	8.5%	938	192	349	1,480	2.25
Off-airport parking	212	2.7%	221	45	134	401	1.89
Hotel / Motel shuttles *	173	2.2%	180	37	109	327	4,602
Limousines	108	1.4%	113	23	68	204	1.89
Vehicles for hire	98	1.3%	170	35	95	300	3.07
Sub-Total	2,091	27.1%	\$ 3,629	\$ 744	\$ 1,579	\$ 5,951	
Non-Recoverable Modes							
Private vehicles	4,291	55.5%	\$ 3,980	\$ 816	\$ 2,276	\$ 7,072	
Public Transit, Authority and Airport vehicles	846	11.0%	785	161	449	1,395	
Rental car shuttles	343	4.4%	318	65	182	565	
Airport parking shuttles	151	2.0%	157	32	95	285	
Charter buses	3	0.0%	3	1	2	6	
Sub-Total	5,634	72.9%	\$ 5,243	\$ 1,075	\$ 3,003	\$ 9,322	
TOTAL	7,726	100.0%	\$ 8,872	\$ 1,819	\$ 4,582	\$ 15,273	

Vehicles Mode Trip Fee – FY 2018

Mode	FY 2018 Base User Fee	25% Incentive Plan Reduced User Fee	100% Incentive Plan Increased User Fee
Recoverable Modes			
Taxicabs	\$ 3.85	\$ 2.89	\$ 7.70
TNC ¹	2.25	1.68	4.49
Off-airport parking	1.89	1.41	3.77
Hotel / Motel shuttles ²	4,602	3,451	9,204
Limousines	1.89	n/a	n/a
Vehicles for hire	3.07	2.30	6.14

¹ TNCs are not reporting converted vehicles and are paying premium user fees

² User fee based on permit fee; estimated vehicles in this mode total 71 vehicles

User Fees Comparison

Mode	Base user fee			AFV ¹ 25% reduced user fee			Non AFV Premium user fee		
	FY 2016	FY 2017	FY 2018	FY 2016	FY 2017	FY 2018	50%	75%	100%
							FY 2016	FY 2017	FY 2018
Taxicabs	\$3.61	\$3.86	\$3.85	\$2.71	\$2.90	\$2.89	\$5.41	\$6.76	\$7.70
Shuttles	\$2.36	\$3.06	\$3.07	\$1.77	\$2.30	\$2.30	\$3.54	\$5.36	\$6.14
Limousines	\$1.90	\$1.87	\$1.89	n/a	n/a	n/a	n/a	n/a	n/a
Hotel/Motel	\$3,412	\$4,476	\$4,602	\$2,559	\$3,357	\$3,451	\$5,118	\$7,834	\$9,204
Off-Airport Parking	\$1.90	\$1.87	\$1.89	\$1.42	\$1.40	\$1.41	\$2.85	\$3.28	\$3.77
TNC	\$1.84	\$2.22	\$2.25	\$1.38	\$1.67	\$1.68	\$2.76	\$3.89	\$4.49

FY 2017 Proposed – FY 2018 Proposed Conceptual Revenue Budget Summary

	FY 2015 Actuals	FY 2016 Budget	FY 2017 Conceptual Budget	FY 2017 Proposed Budget	Inc / (Dec) FY 17 vs FY 16 Budget	% Change	Inc / (Dec) FY 17 Proposed vs FY17 Conceptual	% Change	FY 2018 Conceptual Budget	Inc / (Dec) FY 18 Conceptual vs FY 17 Budget	% Change
Operating Revenue:											
Airline Revenue											
Landing Fees	\$ 21,390,056	\$ 24,612,835	\$ 26,210,325	\$ 26,620,940	\$ 2,008,105	8.2%	\$ 410,615	1.6%	\$ 28,740,510	\$ 2,119,569	8.0%
Aircraft Parking Fees	2,715,854	2,875,302	3,039,706	2,907,647	32,345	1.1%	(132,059)	-4.3%	3,123,922	216,275	7.4%
Building Rentals	50,206,093	53,222,551	56,288,056	54,924,548	1,701,997	3.2%	(1,363,508)	-2.4%	58,566,935	3,642,387	6.6%
Common Use System Support Charges	1,254,818	1,206,527	1,206,527	1,245,131	38,604	3.2%	38,604	3.2%	1,248,913	3,782	0.3%
Other Aviation Revenue	1,584,599	1,587,163	1,590,358	1,619,773	32,610	2.1%	29,415	1.8%	1,623,620	3,847	0.2%
Security Surcharge	25,179,679	27,684,810	29,219,841	29,857,549	2,172,739	7.8%	637,707	2.2%	30,949,428	1,091,880	3.7%
Total Airline Revenue	102,331,098	111,189,189	117,554,814	117,175,589	5,986,400	5.4%	(379,225)	-0.3%	124,253,328	7,077,740	6.0%
Non-Airline Revenue											
Terminal rent non-Airline	1,506,604	1,428,694	1,442,961	1,241,740	(186,955)	-13.1%	(201,221)	-13.9%	1,257,243	15,503	1.2%
Terminal concessions	21,961,517	21,323,828	21,746,728	23,856,777	2,532,949	11.9%	2,110,049	9.7%	24,405,854	549,077	2.3%
Rental Car License Fees	26,209,701	25,812,269	27,411,065	28,683,541	2,871,273	11.1%	1,272,477	4.6%	29,262,688	579,146	2.0%
License Fees Other	4,325,175	4,475,900	4,551,800	4,339,300	(136,600)	-3.1%	(212,500)	-4.7%	4,399,400	60,100	1.4%
Parking Revenue	38,614,429	38,161,518	37,931,821	40,577,290	2,415,772	6.3%	2,645,469	7.0%	41,019,488	442,198	1.1%
Ground Transportation Permits and Citations	3,018,101	4,179,037	4,571,791	6,242,148	2,063,110	49.4%	1,670,357	36.5%	6,781,490	539,342	8.6%
Ground Rentals	11,567,849	13,798,184	17,865,342	18,582,841	4,784,657	34.7%	717,499	4.0%	18,453,066	(129,775)	-0.7%
Grant Reimbursements	291,930	292,000	292,000	219,900	(72,100)	-24.7%	(72,100)	-24.7%	219,900	-	0.0%
Other Operating Revenue *	678,870	473,304	475,118	752,288	278,984	58.9%	277,170	58.3%	757,539	5,251	0.7%
Total Non-Airline Revenue	108,174,175	109,944,735	116,288,625	124,495,825	14,551,091	13.2%	8,207,200	7.1%	126,556,668	2,060,843	1.7%
Total Operating Revenue	210,505,274	221,133,924	233,843,439	241,671,414	20,537,490	9.3%	7,827,975	3.3%	250,809,997	9,138,583	3.8%
Interest Income	5,747,326	4,724,296	4,922,502	6,535,556	1,811,260	38.3%	1,613,054	32.8%	6,574,972	39,416	0.6%
Non-Operating Revenue											
Passenger facility charges	38,517,355	39,261,900	39,929,000	41,924,100	2,662,200	6.8%	1,995,100	5.0%	42,761,700	837,600	2.0%
Customer facility charges (Rental Car Center)	32,464,843	33,070,709	36,995,921	37,286,862	4,216,153	12.7%	290,941	0.8%	41,489,264	4,202,401	11.3%
Quieter Home Program	12,073,809	11,627,849	11,627,849	11,627,849	-	0.0%	-	0.0%	11,627,849	-	0.0%
BAB Interest Rebate	4,631,219	4,631,219	4,631,219	4,631,219	(0)	0.0%	-	0.0%	4,631,219	-	0.0%
Capital grant contributions	10,764,946	11,592,103	4,610,070	1,350,000	(10,242,103)	-88.4%	(3,260,070)	-70.7%	9,135,000	7,785,000	576.7%
Other Nonoperating Revenue	1,372,370	-	-	-	-	0.0%	-	-	-	-	0.0%
Total Non-Operating Revenue	99,824,543	100,183,780	97,794,059	96,820,030	(3,363,750)	-3.4%	(974,029)	-1.0%	109,645,031	12,825,001	13.2%
Total Revenue	\$ 316,077,143	\$ 326,042,000	\$ 336,560,000	\$ 345,027,000	\$ 18,985,000	5.8%	\$ 8,467,000	2.5%	\$ 367,030,000	\$ 22,003,000	6.4%

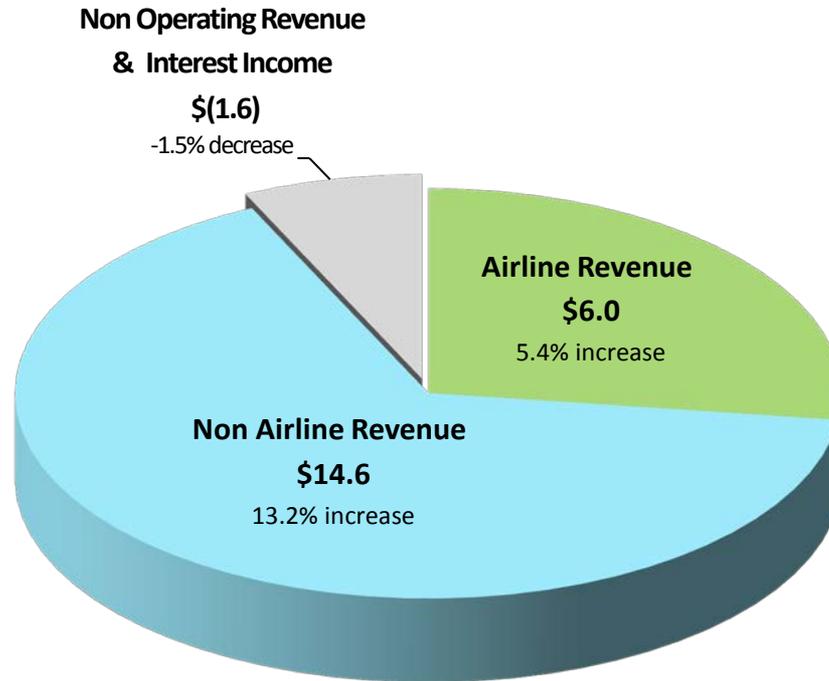
*Other Operating Revenue includes: Finger Printing Fees, Utilities Reimbursements, Service Charges, Equipment Rental and Miscellaneous Revenues



FY 2017 Budget Revenue Increase vs. FY 2016 Budget

\$19.0M (5.8%)

(in millions)



FY 2017 Airline Revenue Increase

\$6.0M (5.4%)

Net increase in airline revenue primarily reflects:

- Increase of \$2.2M in security surcharge reflecting an increase in Harbor Police cost, contract security services, access control maintenance cost and an increase in security checkpoints rent due to higher terminal rate
- Increase of \$2.0M in landing fees reflecting an increase in amortization for new airfield projects funded with cash
- Increase of \$1.7M in building rentals reflecting, increase in terminal major maintenance, increase in debt service and an increase in amortization for new terminal projects funded with cash

FY 2017 Non Airline Revenue Increase

\$14.6M (13.2%)

Net increase in non-airline revenue primarily reflects:

- Increase of \$4.8M in ground rents revenue primarily due to Rental Car Center (RCC) full year ground rent
- Increase of \$2.9M in rental car license fees revenue due to higher enplanements and RCC expense cost recovery
- Increase of \$2.5M in concession revenue due to higher enplanements and higher Sales per Enplaned Passenger (SEP)
- Increase of \$2.4M in parking revenue due to increases in enplanements and rate increases for short-term lots. These increases are partially offset by decrease in transactions caused by parking plaza construction
- Increase of \$2.1M in ground transportation permits and citations revenue due to increased expenses, increased trips by commercial operators and increased premium on user fees for non-converted vehicles

Parking Revenue

(in millions)

FY 2016 Budget	\$38.2
Estimated increase in FY 2016	<u>3.7</u>
FY 2016 Forecast	41.9
FY 2017 increase due to enplanements and rate increase	1.7
FY 2017 decrease due to parking plaza construction	(3.0)
FY 2017 Parking Revenue	<u><u>\$40.6</u></u>
<i>Increase vs. FY 2016 Budget</i>	\$2.4
<i>Decrease vs. FY 2016 Forecast</i>	(\$1.3)

FY 2017 Interest Income & Non-Operating Revenue Decrease (\$1.6M) (-1.5%)

Interest income increase of \$1.8M due to increase in interest rates and cash balances

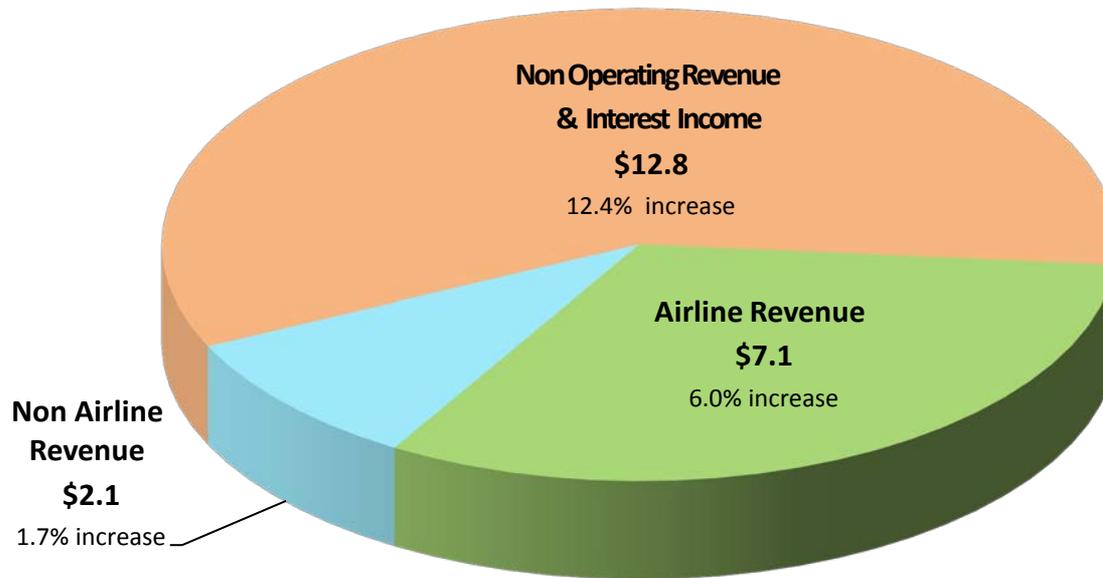
Net decrease in non-operating revenue primarily reflects:

- Increase of \$4.2M in Customer Facility Charges (Rental Car Center fees) primarily due to higher enplanements and increase in CFC rate from \$7.50 to \$9.00 in January 2017 (6 months in FY 2017)
- Increase of \$2.6M in Passenger Facility Charges due to higher enplanements
- Decrease of \$10.2M in capital grant contributions due to timing of grant eligible projects

FY 2018 Budget Revenue Increase vs. FY 2017 Budget

\$22.0M (6.4%)

(in millions)



FY 2018 Airline Revenue Increase

\$7.1M (6.0%)

Net increase in airline revenue primarily reflects:

- Increase of \$3.6M in building rentals due to increase in utilities cost and increase in amortization for new terminal projects funded with cash
- Increase of \$2.1M in landing fees reflecting increase in utilities, ARFF costs, oval striping and increase in amortization for new airfield projects funded with cash
- Increase of \$1.1M in security surcharge reflecting increase in harbor police cost, contract security services, access control maintenance cost and increase in security checkpoints rent due to higher terminal rate

FY 2018 Non-Airline Revenue Increase

\$2.1M (1.7%)

Net increase in non-airline revenue primarily reflects:

- Increase of \$0.6M in rental car license fees revenue due to higher enplanements
- Increase of \$0.5M in concession revenue due to higher enplanements
- Increase of \$0.5M in ground transportation permits and citations revenue due to increased premium on user fees for non-converted vehicles
- Increase of \$0.4M in parking revenue due to increase in enplanements. This increase is partially offset by a decrease in transactions due to parking plaza construction

FY 2018 Interest Income & Non-Operating Revenue Increase

\$12.8M (12.4%)

Interest income is flat due to decrease in cash balances

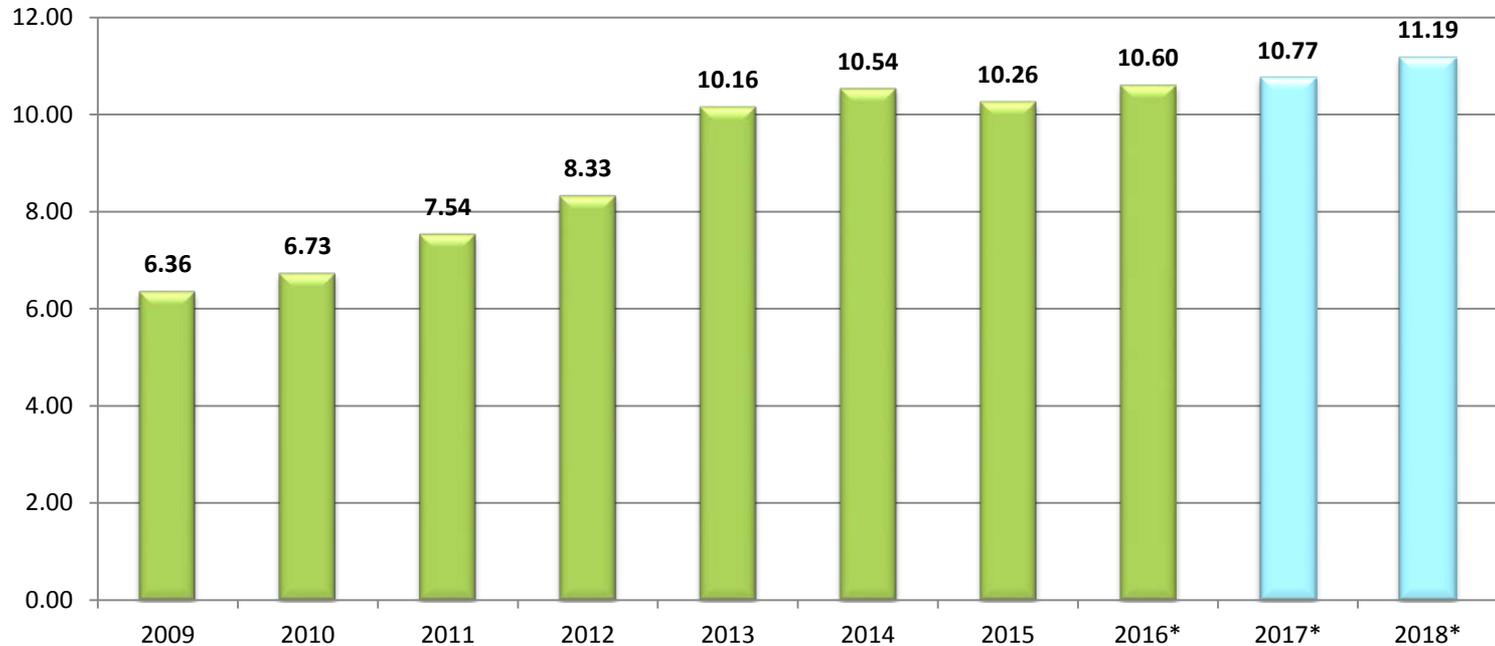
Net increase in non-operating revenue primarily reflects:

- Increase of \$4.2M in Customer Facility Charges (Rental Car Center fees) primarily due to higher enplanements and a full year at the \$9.00 rate
- Increase of \$0.8M in Passenger Facility Charges due to higher enplanements
- Increase of \$7.8M in capital grant contributions due to timing of grant eligible projects

Airline Cost Per Enplaned Passenger

Airline derived cost per enplaned passenger includes landing fees, aircraft parking fees, terminal rents, Common Use System Support charges and security surcharge

(in dollars)



Airline Cost Per Enplaned Passenger

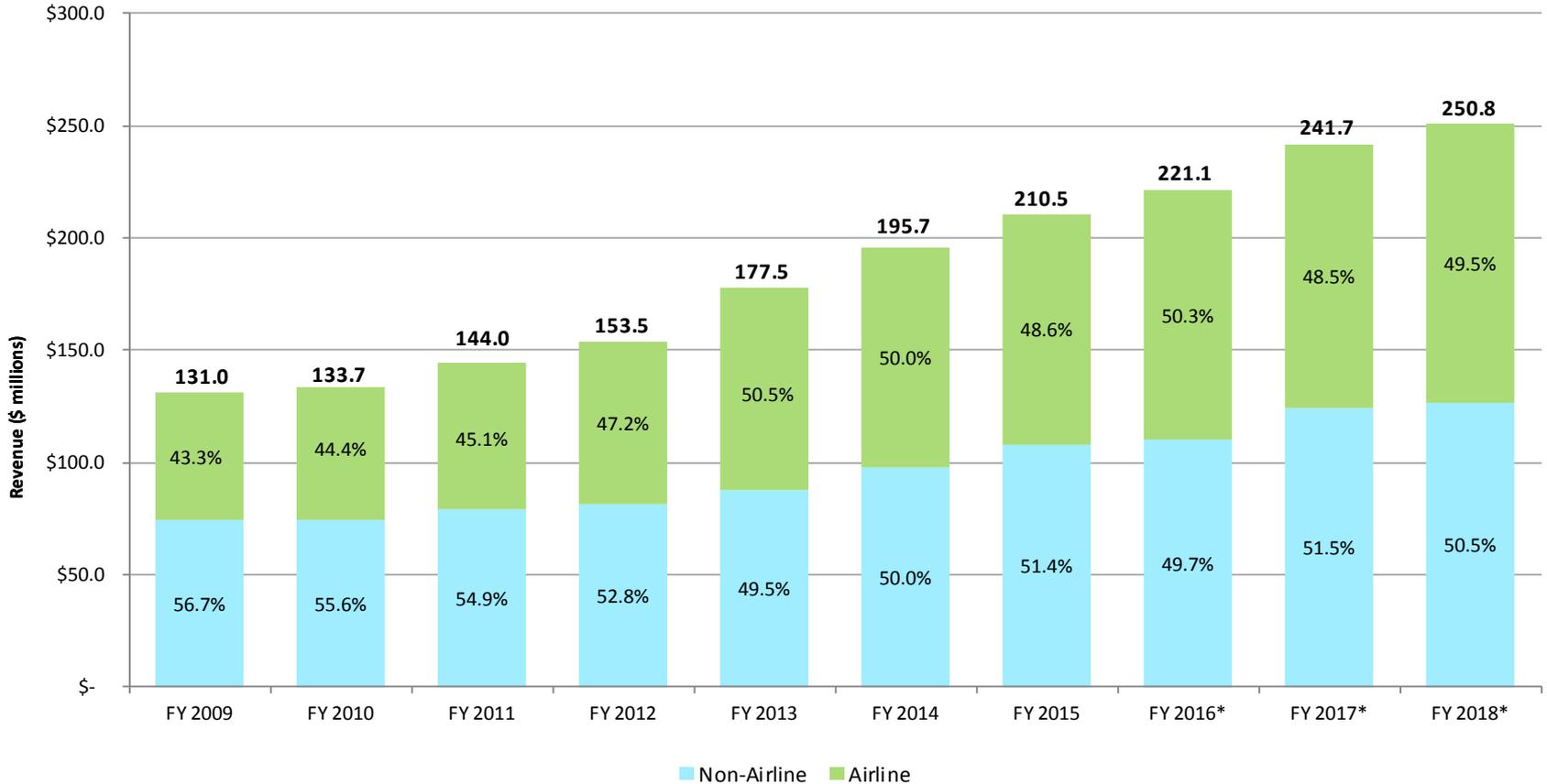
by Select Airports



Median (\$11.48) for the above selected Moody's rated airports

Source: Moody's Investor Service, MFRA Database, as of April 2016

Operating Revenue FY 2009 – FY 2018



* Budgeted FY 2016, FY 2017 & FY 2018



Expense Budget Overview

Expense Assumptions

Personnel

- **Salary and Wages**

- FY 2017-2018 include same assumptions as approved in FY 2017 Conceptual Budget
- Pay-for-performance
- Contractually required union increases

- **Health and Dental Benefits**

- Health: FY 2017-2018 Budget 9.0% renewal rate
- Dental: FY 2017 no increase in rate
FY 2018 Budget 6.0% renewal rate

- **Retirement Benefits**

- FY 2017 Budget actuarial rate 12.9%
- FY 2018 Budget actuarial rate 12.7%

Expense Assumptions *(Cont'd)*

Non-Personnel

- Rental Car Center (RCC) busing costs (paid with CFCs)
- Environmental regulatory requirements increase
- Major maintenance increase due to Facility Condition Assessment results
- Harbor Police increased costs

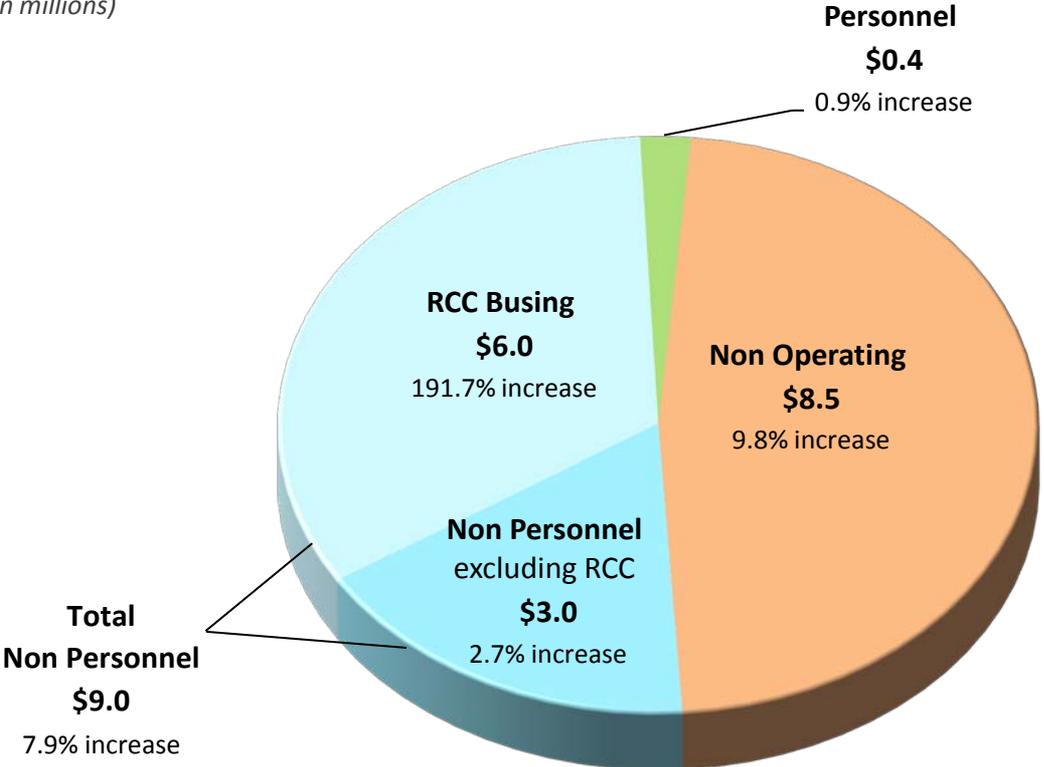
FY 2017 Proposed – FY 2018 Proposed Conceptual Budget Expense Summary

	FY 2015 Actuals	FY 2016 Budget	FY 2017 Conceptual Budget	FY 2017 Proposed Budget	Inc / (Dec) FY 17 Proposed vs FY 16 Budget	% Change	Inc / (Dec) FY 17 Proposed vs FY 17 Conceptual	% Change	FY 2018 Proposed Conceptual Budget	Inc / (Dec) FY 18 Conceptual vs FY 17 Budget	% Change
Operating Expenses:											
Personnel Expenses											
Salaries and Wages	\$ 31,121,811	\$ 33,804,959	\$ 35,101,263	\$ 35,094,014	\$ 1,289,055	3.8%	\$ (7,249)	0.0%	\$ 36,950,799	\$ 1,856,784	5.3%
Premium Overtime	861,308	699,500	701,000	664,500	(35,000)	-5.0%	(36,500)	-5.2%	664,500	-	0.0%
Employee Benefits	13,436,749	17,275,552	18,508,792	16,293,173	(982,379)	-5.7%	(2,215,619)	-12.0%	17,164,628	871,456	5.3%
Subtotal	45,419,868	51,780,011	54,311,055	52,051,687	271,676	0.5%	(2,259,368)	-4.2%	54,779,927	2,728,240	5.2%
Less: Capitalized Labor	(5,424,186)	(5,936,320)	(6,071,838)	(5,833,173)	103,147	-1.7%	238,664	-3.9%	(6,244,809)	(411,635)	7.1%
Less: QHP - Labor/Burden/Labor Overhead	(784,323)	(674,897)	(703,408)	(662,631)	12,265	-1.8%	40,776	-5.8%	(684,707)	(22,075)	3.3%
Total Personnel Expenses	39,211,360	45,168,794	47,535,810	45,555,883	387,088	0.9%	(1,979,928)	-4.2%	47,850,412	2,294,529	5.0%
Non-Personnel Expenses											
Contractual Services	32,422,051	38,273,668	41,307,797	44,698,463	6,424,796	16.8%	3,390,666	8.2%	44,825,395	126,932	0.3%
Safety and Security	24,156,148	27,054,383	28,399,553	29,061,387	2,007,004	7.4%	661,834	2.3%	29,917,194	855,807	2.9%
Space Rental	10,433,251	10,428,514	10,191,450	10,191,450	(237,064)	-2.3%	-	0.0%	10,191,450	-	0.0%
Utilities	10,151,923	13,121,913	14,804,627	12,903,213	(218,700)	-1.7%	(1,901,414)	-12.8%	13,611,308	708,094	5.5%
Maintenance	13,824,283	13,303,671	14,136,099	14,665,767	1,362,096	10.2%	529,668	3.7%	15,279,164	613,397	4.2%
Operating Equipment & Systems	1,811,565	573,065	466,025	365,314	(207,751)	-36.3%	(100,711)	-21.6%	375,192	9,878	2.7%
Operating Supplies	481,494	416,210	420,788	446,912	30,702	7.4%	26,124	6.2%	441,899	(5,012)	-1.1%
Insurance	1,145,376	1,322,477	1,405,457	1,012,758	(309,719)	-23.4%	(392,699)	-27.9%	1,045,818	33,060	3.3%
Employee Programs	1,117,914	1,339,274	1,358,810	1,328,398	(10,876)	-0.8%	(30,411)	-2.2%	1,297,687	(30,711)	-2.3%
Business Development	2,484,624	2,777,327	2,766,134	2,564,368	(212,959)	-7.7%	(201,766)	-7.3%	3,282,200	717,832	28.0%
Equipment Rentals & Repairs	2,214,042	2,803,917	2,807,924	2,727,672	(76,245)	-2.7%	(80,252)	-2.9%	2,637,093	(90,580)	-3.3%
Tenant Improvements	795,723	1,050,000	1,020,000	900,000	(150,000)	-14.3%	(120,000)	-11.8%	990,000	90,000	10.0%
Total Non-Personnel Expenses	101,038,395	112,464,418	119,084,663	120,865,702	8,401,284	7.5%	1,781,039	1.5%	123,894,399	3,028,697	2.5%
Total Operating Expenses	140,249,754	157,633,213	166,620,473	166,421,585	8,788,372	5.6%	(198,888)	-0.1%	171,744,811	5,323,226	3.2%
Non-Operating Expenses:											
Joint Studies/Sound Attenuation	15,025,656	14,734,811	14,738,811	14,834,811	100,000	0.7%	96,000	0.7%	14,834,811	-	0.0%
Debt Service	71,988,437	72,418,977	81,150,716	80,841,954	8,422,977	11.6%	(308,761)	-0.4%	96,086,878	15,244,924	18.9%
Legal Settlements Expense	800	10,000	10,000	10,000	-	0.0%	-	0.0%	10,000	-	0.0%
Total Non-Operating Expenses	87,019,368	87,163,788	95,899,527	95,686,765	8,522,977	9.8%	(212,761)	-0.2%	110,931,689	15,244,924	15.9%
Total Expenses	227,269,122	244,797,001	262,520,000	262,108,350	17,311,350	7.1%	(411,650)	-0.2%	282,676,500	20,568,150	7.8%
Equipment Outlay	577,955	932,000	810,000	1,525,650	593,650	63.7%	715,650	88.4%	1,320,500	(205,150)	-13.4%
Total Authority Expenses incl Equip Outlay	\$ 227,847,077	\$ 245,729,000	\$ 263,330,000	\$ 263,634,000	\$ 17,905,000	7.3%	\$ 304,000	0.1%	\$ 283,997,000	\$ 20,363,000	7.7%

FY 2017 Budget Expense Increase vs. FY 2016 Budget

\$17.9M (7.3%)

(in millions)



FY 2017 Proposed Personnel Summary

by Division

	FY 2016 Budget	FY 2017 Budget	Total Variance
Operations	192	195	3
Finance & Asset Management	83	83	0
Development	81	82	1
Executive	69	70	1
TOTAL POSITIONS	425	430	5

FY 2017 Proposed Head Count Changes

<u>Division</u>	<u>Department</u>	<u>Proposed New Position</u>
Operations	Terminals & Tenants	Terminals & Tenants Relations Specialist I (Limited)
Operations	Facilities Management	Maintenance Project Inspector
Operations	Facilities Management	Maintenance Worker I (Limited)
		3
Development	Environmental Affairs	Associate Environmental Specialist
		1
Executive	Risk Management	Safety & Loss Prevention Analyst II
Executive	Vision, Voice & Engagement	Airport Art Program Coordinator II
		2
Executive	Chief Auditor	Auditor (Eliminated)
		-1
Total proposed new positions		5

Major Drivers of FY 2017 Proposed Budget

	Total Inc / (Dec) FY 2017 Budget vs. FY 2016 Budget	Expense Category
Personnel:		
Contracted wage increases and pay-for-performance	\$ 1,021,008	Salaries & Wages
6 new and 1 eliminated position (salaries & burden)	406,296	Salaries & Wages, Employee Benefits
Decrease in overtime, capitalized labor and burden (benefits & employer taxes)	(1,040,216)	Salaries & Wages, Overtime, Capitalized Labor and Employee Benefits
Total Increase / (Decrease) in Personnel	387,088	
Non Operating:		
Interest on Special Facility Bonds	8,170,605	Debt Service
Variable rate debt - Parking Plaza	126,035	Debt Service
American Disability Act (ADA) program study	100,000	Joint Studies
Other, net	126,337	Debt Service
Total Increase / (Decrease) in Non Operating	\$ 8,522,977	

Major Drivers of FY 2017 Proposed Budget *(Cont'd)*

	Total Inc / (Dec) FY 2017 Budget vs. FY 2016 Budget	Expense Category
Non Personnel:		
Operations Division		
Rental Car Center (RCC) busing	\$ 5,963,480	Contractual Services
Law enforcement costs - Harbor Police Department	901,989	Safety and Security
Major maintenance	750,000	Maintenance
Access control system	650,000	Safety and Security
Security guard services	420,000	Safety and Security
Vehicle replacements	392,000	Equipment Outlay
Hood vent maintenance for concessionaires	294,342	Contractual Services
Airfield pavement and striping	243,000	Maintenance
Aircraft Rescue and Fire Fighting (ARFF) contract costs	230,158	Safety and Security
Fuel and vehicle maintenance	(115,000)	Maintenance
RCS radio service	(170,068)	Contractual Services
Utilities	(225,195)	Utilities
Reduction in shuttle operation hours	\$ (350,910)	Contractual Services

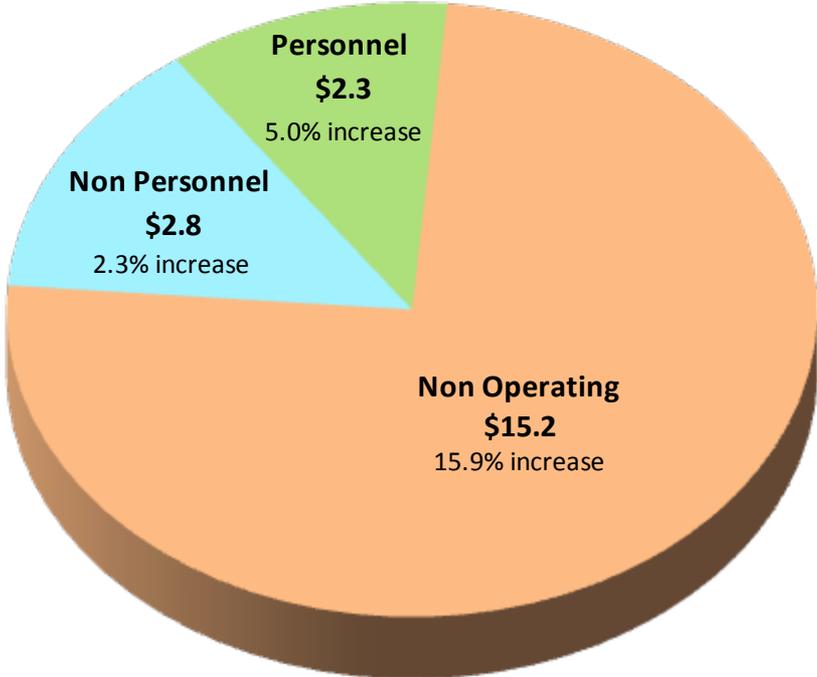
Major Drivers of FY 2017 Proposed Budget *(Cont'd)*

	Total Inc / (Dec) FY 2017 Budget vs. FY 2016 Budget	Expense Category
Development Division		
Environmental Requirements	\$ 798,000	Contractual Services
Refurbishment of jet bridges	240,000	Maintenance
Executive Division		
Risk Management safety consultants	119,222	Contractual Services
Air service marketing incentive	(125,000)	Business Development
Property insurance	(309,719)	Insurance
Legal services	(375,000)	Contractual Services
Finance		
Parking credit card fees	128,709	Contractual Services
Tenant improvements	(150,000)	Tenant Improvements
IT equipment purchases	(175,000)	Equipment Outlay
Taxi hold lot lease	(237,064)	Space rental
Other, net	96,990	
Total within divisions	8,994,934	
Total Increase / (Decrease)	\$ 17,905,000	

FY 2018 Proposed Budget Increase vs. FY 2017 Budget

\$20.4M (7.7%)

(in millions)



FY 2018 Proposed Personnel Summary

by Division

	FY 2017	FY 2018	Total
	Budget	Budget	Variance
Operations	195	199	4
Development	82	84	2
Finance & Asset Management	83	83	0
Executive	70	72	2
TOTAL POSITIONS	430	438	8

FY 2018 Proposed Head Count Changes

Division	Department	Proposed New Position
Operations	Aviation Security/Public Safety	Communication Center Specialist
Operations	Facilities Management	Contract Administrator
Operations	Facilities Management	Inspector, Planner & Estimator
Operations	Facilities Management	Project Manager
		4
Executive	Talent Culture & Capability	Project Manager
Executive	Vision, Voice & Engagement	Marketing Specialist II
		2
Development	Facilities Development	Construction Manager
Development	Facilities Development	Senior Construction Inspector
		2
Total proposed new positions		8

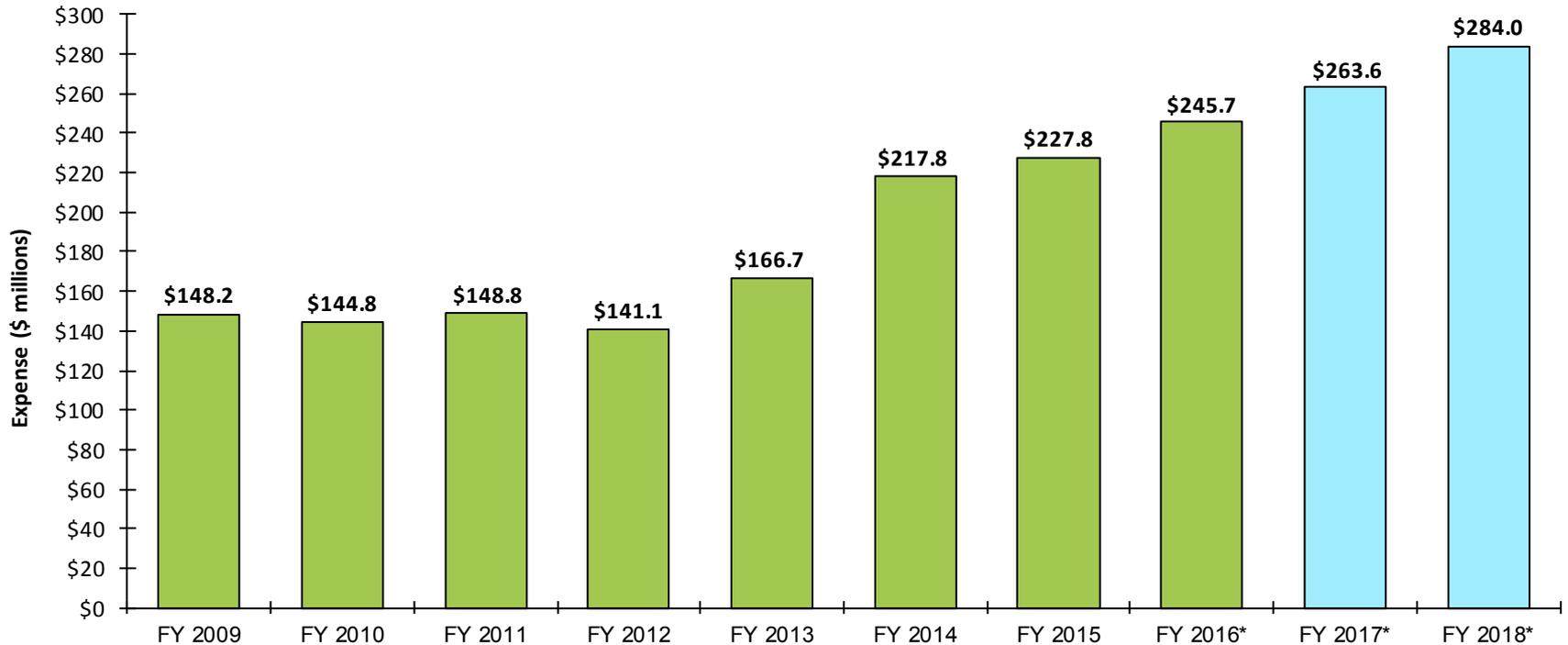
Major Drivers of FY 2018 Proposed Conceptual Budget

	Total Inc / (Dec) FY 2018 Budget vs. FY 2017 Budget	Expense Category
Personnel:		
Contracted wage increases and pay-for-performance	\$ 1,078,316	Salaries and Wages
8 new positions (salaries & burden)	751,978	Salaries and Wages, Employee Benefits
Increase in Salaries, Capitalized Labor and Burden (benefits & employer taxes)	464,236	Salaries & Wages, Overtime, Capitalized Labor and Employee Benefits
Total Increase / (Decrease) in Personnel	2,294,530	
Non Operating:		
Variable rate debt - Parking Plaza	9,556,456	Debt Service
Principal on Special Facility Bonds	5,580,000	Debt Service
Other, net	108,468	Debt Service
Total Increase / (Decrease) in Non Operating	\$ 15,244,924	

Major Drivers of FY 2018 Proposed Conceptual Budget (Cont'd)

	Total Inc / (Dec) FY 2018 Budget vs. FY 2017 Budget	Expense Category
Non Personnel:		
Operations		
Utilities	\$ 706,094	Utilities
Airfield pavement and striping	550,000	Maintenance
Law enforcement costs - Harbor Police Department	546,171	Safety and Security
Parking and shuttle operations	390,710	Contractual Services
Hood vent maintenance for concessionaires	166,000	Contractual Services
Aircraft Rescue and Fire Fighting (ARFF) contract costs	156,862	Safety and Security
Executive		
Sponsorships and marketing activities	509,650	Business Development and Contractual Services
Other, net	(201,942)	
Total Within Divisions	2,823,547	
Total Increase / (Decrease)	\$ 20,363,000	

Total Expenses FY 2009 – FY 2018



* Budgeted FY 2016, FY 2017 & FY 2018



Capital Program Budget Fiscal Years 2017-2021

Capital Program Budget Summary

FY 2016 – FY 2020 Capital Program	\$ 491,024,228
Rental Car Center	316,124,104
The Green Build (T2W Roof & Project Closeout)	<u>7,178,330</u>
FY 2016 – FY 2020 Capital Program Budget	\$ 814,326,662
FY 2016 – FY 2020 Project Closeouts / Adjustments	\$ (64,098,948)
Proposed Terminal 2 Parking Plaza Adjustment *	<u>45,720,000</u>
FY 2016 – FY 2020 Capital Program Balance	\$ 795,947,714
Proposed FY 2017 – FY 2021 Capital Projects/Adjust.	\$ 96,679,419
Proposed Airport Development Plan	<u>54,900,000</u>
Proposed FY 2017 – FY 2021 Capital Program Budget	<u><u>\$ 947,527,133</u></u>

Current CIP Projects

(\$ in millions)

Project	Status	Budget	Funding Source	Pre FY 17	FY 17	FY 18	FY 19	FY 20	FY 21
Strategic Master Drainage Plan	Planning	0.6	Bonds	0.4	0.2				
SDIA Airport Development Plan	Planning	6.5	PFC	5.0	1.5				
Wind Tunnel South-Facing Wall - Public Art	Planning	0.3	Cash	0.2	0.1				
Expand Wi-Fi Coverage in Terminals	Planning	2.8	Cash	0.2	2.5	0.1			
Update IT Master Plan	Planning	0.3	Cash	0.1	0.2				
Facilities Condition Assessment	Planning	0.8	Cash	0.3	0.5				
Airport Centralized Communication Center	Planning	0.3	Cash		0.3				
Rehabilitate Runway 9-27 Pavement	Planning	19.6	AIP / PFC / Cash	0.1	1.8	9.1	8.6		
Rehabilitate Cross Taxiways (B1, B4-B7, C1-C6, D & CT Apron)	Planning	12.3	AIP / PFC / Cash	0.1	1.2	7.3	3.7		
ADP Phase 1 Programmatic Documents	Planning	0.5	Cash	0.5					
Ground Transportation Improvements	Planning	0.8	Cash	0.8					
Ground Transportation Systems-Phase 3 (Virtual Hold Lot)	Planning	1.1	Cash	0.1	1.0				
Commuter Terminal 1st Floor Build-out	Planning	1.5	Cash	0.6	0.9				
Cargo Development Oversight	Planning	1.6	Cash		1.3	0.3			

Current CIP Projects

(\$ in millions)

Project	Status	Budget	Funding Source	Pre FY 17	FY 17	FY 18	FY 19	FY 20	FY 21
Cargo Taxiways	Planning	9.5	PFC		4.7	4.8			
Environmental Assessment for Taxiway B Relocation	Planning	0.3	PFC / Cash			0.3			
Relocate Taxiway B - Phase II	Planning	30.0	AIP / PFC						30.0
Develop Mitigation Plan for Least Terns	Planning	2.0	Cash		0.4	1.2	0.4		
Reconstruct Aprons at Cargo Terminal and Terminal 1	Planning	1.2	Cash			0.2	1.0		
HVAC Modernization (Pending FCA)	Planning	16.5	Cash	0.1	3.0	3.0	3.0	7.4	
Electrical Modernization (Pending FCA)	Planning	5.6	Cash		1.0	1.0	1.0	2.6	
Modernize Vertical Conveyance T1 & T2W (Pending FCA)	Planning	4.4	Cash		3.0	1.4			
Fire Suppression System (Pending FCA)	Planning	3.0	Cash			2.9	0.1		
T1 & T2E Roof Replacement (Pending FCA)	Planning	15.0	Cash			7.5	7.5		
CT Roof Replacement (Pending FCA)	Planning	3.0	Cash			2.7	0.3		
CT – Replace 2 Boilers (Pending FCA)	Planning	1.5	Cash		1.5				
Replace & Refurbish Passenger Boarding Bridges	Design	23.3	PFC / Cash	1.1	4.2	14.8	3.2		
Replace Terminal Seating in T1 & T2	Design	5.7	Cash	0.4	5.2	0.1			

Current CIP Projects

(\$ in millions)

Project	Status	Budget	Funding Source	Pre FY 17	FY 17	FY 18	FY 19	FY 20	FY 21
T2E Improvements	Design	5.6	Cash	0.4	4.0	1.2			
Observation Area at Palm Street	Design	2.2	Cash	0.2	2.0				
Terminal Paging System Upgrade	Design	2.3	Cash	0.1	2.0	0.2			
Admiral Boland Way Signage & Traffic Analysis	Design	0.4	Cash	0.2	0.2				
T2W Restroom Remodel	Design	2.2	Cash	0.4	1.5	0.3			
Replace 2 ARFF Vehicles	Design	2.6	PFC / Cash	0.2	0.2	2.2			
Demolition of World Trade Center	Design	1.3	Cash	0.1	1.2				
Clear OFA - Taxiway B	Design	8.9	PFC / Cash	0.8	8.1				
Upgrade Remaining 12 Remote Noise Monitoring Poles	Design	0.7	PFC / Cash	0.6	0.1				
Air Freight Buildings Roof Replacement	Design	1.6	Cash	0.4	1.2				
Solid Waste Disposal and Recycling Facility	Design	1.7	Cash	0.5	1.2				
Construct Concessionaire & Janitorial Wash Areas	Design	0.8	Cash	0.2	0.6				
Widen Sassafras Street Intersection	Design	6.0	CFC	0.8	2.8	2.4			
CBP Global Entry Enrollment Center	Design	0.4	Cash	0.3	0.1				

Current CIP Projects

(\$ in millions)

Project	Status	Budget	Funding Source	Pre FY 17	FY 17	FY 18	FY 19	FY 20	FY 21
Terminal 2 Parking Plaza	Design	126.6	VRD* / Cash	11.9	57.0	56.8	0.9		
Parking Plaza - Public Art	Design	1.2	Cash	0.2	0.4	0.4	0.2		
Palm Street Park - Public Art	Design	0.6	Cash	0.4	0.2				
Enterprise Content Management System	Construction	1.5	Cash	1.4	0.1				
E-Project Management System	Construction	0.6	Cash	0.6					
Update Ground Transportation Systems - Phase 2	Construction	0.8	Cash	0.8					
Update Ground Transportation Software - Phase 2	Construction	0.5	Cash	0.5					
CT Exterior East-Facing Wall - Public Art	Construction	0.3	Bonds	0.1	0.1			0.1	
SDIA Wayfinding Signage/Directories - Parking	Construction	0.7	Cash	0.7					
SDIA Wayfinding Signage/Directories - Terminals/Software	Construction	0.5	Cash	0.5					
Restaurant Development at RCC	Construction	6.9	Cash	6.9					
Rehabilitate Cross Taxiway B8 and Terminal Aprons	Construction	8.5	PFC / Cash	8.0	0.5				
Develop Administrative Space	Construction	5.3	Cash	4.1	1.2				
McCain Road Parking Lot	Construction	0.7	Cash	0.3	0.4				

Current CIP Projects

(\$ in millions)

Project	Status	Budget	Funding Source	Pre FY 17	FY 17	FY 18	FY 19	FY 20	FY 21
Construct Taxi Hold Lot	Construction	5.7	Cash	4.5	1.2				
Interim Waste Storage Facility	Construction	0.6	Cash	0.5	0.1				
Exhibition Display Equipment - Public Art	Construction	0.1	Cash	0.1					
T2E Ceiling Art Integration - Public Art	Construction	0.3	Cash	0.3					
FMD Capital Expenditures - Terminal	Construction	3.9	Cash	3.4	0.5				
RCC Small Market-share Build-outs	Closeout	4.7	Cash	4.6	0.1				
Runway 9 Displaced Threshold Relocation	Closeout	5.6	AIP/PFC/Cash	5.3	0.3				
Interior North Side Road and Utilities	Closeout	17.8	Bonds / Cash	17.8					
North Side Utility Infrastructure - Storm Drain Trunk	Closeout	15.9	AIP/CFC/Bonds/Cash	15.9					
Comprehensive Strategic Master Drainage Plan	Closeout	0.5	Bonds	0.5					
Terminal Link Road	Closeout	16.6	CFC/Bonds/Cash	16.5	0.1				
Update Ground Transportation Systems - Phase I	Closeout	1.9	Cash	1.9					
SDIA Wayfinding Signage/Directories - RCC	Closeout	1.1	CFC	1.1					
SDIA Wayfinding Signage/Directories - RCC Bus Notification Sys.	Closeout	0.5	CFC	0.5					

Current CIP Projects

(\$ in millions)

Project	Status	Budget	Funding Source	Pre FY 17	FY 17	FY 18	FY 19	FY 20	FY 21
SDIA Wayfinding Signage/Directories - RCC Caltrans Freeway Signs	Closeout	0.6	CFC	0.4	0.2				
Northside Additional Landscaping	Closeout	3.9	CFC / Cash	3.9					
Construct North Side Bypass Taxiway	Closeout	10.0	AIP / PFC	9.9	0.1				
Reconfigure Security Checkpoint 2 & Refurbish T1 Rotundas & Bag Claim	Closeout	8.4	Bonds	8.4					
Construct RCC Bus Parking Facility	Closeout	8.8	CFC / Cash	8.8					
T2E CUPPS Expansion	Closeout	2.8	Cash	2.8					
Employee Parking Lot 6 Expansion	Closeout	5.6	Cash	5.6					
Pavement Rehabilitation - Air Freight Bldg.	Closeout	1.1	Cash	1.1					
East Side Fiber Loop Installation	Closeout	0.7	Cash	0.7					
Public Art Allowance	Program	1.4	Bonds / Cash		0.3	0.3	0.3	0.5	
Total FY 2016 – 2020 CIP Program									\$ 479.8

FY 2017 – 2021 Proposed CIP Projects

(\$ in millions)

Project	Budget	Funding Source	FY 17	FY 18	FY 19	FY 20	FY 21
Rehabilitate Gates 40/41 Apron Pavement	1.2	Cash	1.0	0.2			
Terminal 2 Loop Pavement - Seal coat	0.8	Cash	0.7	0.1			
Rehabilitate Terminal 1 Loop Pavement	5.6	Cash	1.7	3.9			
Rehabilitate Northside Vehicle Service Road	12.2	Cash	1.8	10.4			
Rehabilitate Terminal 2 Apron Pavement	16.6	Cash			5.3	11.3	
Rehabilitate Terminal 2 Loop Pavement	2.1	Cash			1.4	0.7	
Rehabilitate South Side Cargo Apron	7.0	Cash				3.1	3.9
Replace Sidewalk T2W Existing to Green Build	1.8	Cash	1.7	0.1			
Admiral Boland Way Entry/Exit Gates	2.1	Cash	1.8	0.3			
Acquire RCC Buses	5.0	CFC		5.0			
Admiral Boland Way Traffic & Signage Analysis	0.5	Cash	0.5				
Improvements to FIS Facility	6.3	Cash	4.4	1.9			
Replace Existing Generator at CUP	6.1	Cash		6.1			
Facilities Condition Assessment	0.8	Cash					.8
Total FY2017-2021 Proposed New CIP Projects	\$ 68.1						

FY 2017 – 2021 Proposed CIP Adjustments

(\$ in millions)

Project	Budget	Funding Source	FY 17	FY 18	FY 19	FY 20	FY 21
Replace/Refurbish Passenger Boarding Bridges	9.0	Cash				4.5	4.5
SDIA Airport Development Plan	2.5	Cash	1.2	1.3			
Rehabilitate Runway 9-27	1.5	Cash	1.5				
Rehabilitate Cross Taxiways & CT Apron	1.7	Cash	1.7				
Capital Project Allowance	5.0	Cash	5.0				
Public Art Allowance	0.2	Cash		0.3			
FMD Capital Allowance	8.6	Cash	1.7	1.7	1.7	1.8	1.7
Total FY 2017 – 2021 Proposed Adjustments	\$ 28.6						
Total FY 2017 – 2021 Proposed CIP Projects/Adj.	\$ 96.7						

Airport Development Program (ADP) Projects

(\$ in millions)

Project	Budget	Funding Source	FY 17	FY 18	FY 19	FY 20	FY 21
Programmatic Documents	18.0	Cash	9.0	9.0			
Construct Taxiway "A"	36.9	Cash			11.1	25.8	
Total ADP Projects	\$ 54.9						

FY 2017 – 2021 Capital Program Summary

(\$ in millions)

Project	Budget
Total FY 2016 – 2020 CIP Program / Closeouts and Adjustments	\$479.8
Rental Car Center *	<u>316.1</u>
FY 2016 - FY 2020 Capital Program Balance	795.9
Total FY 2017 – 2021 Proposed CIP Projects / Adjustments	96.7
Airport Development Program	54.9
Grand Total FY 2017 – 2021 Capital Program	<u><u>\$947.5</u></u>

* CFC funded



Plan of Finance Fiscal Years 2017-2021

Uses of Funds by Location Pre FY 2017 - FY 2021

(in thousands)

<u>Location</u>	<u>Capital Program</u>
Landside and Ancillary	\$ 582,943
Terminal	123,032
Airside	194,136
Admin	47,415
Finance Costs	69,195
Total	\$ 1,016,723

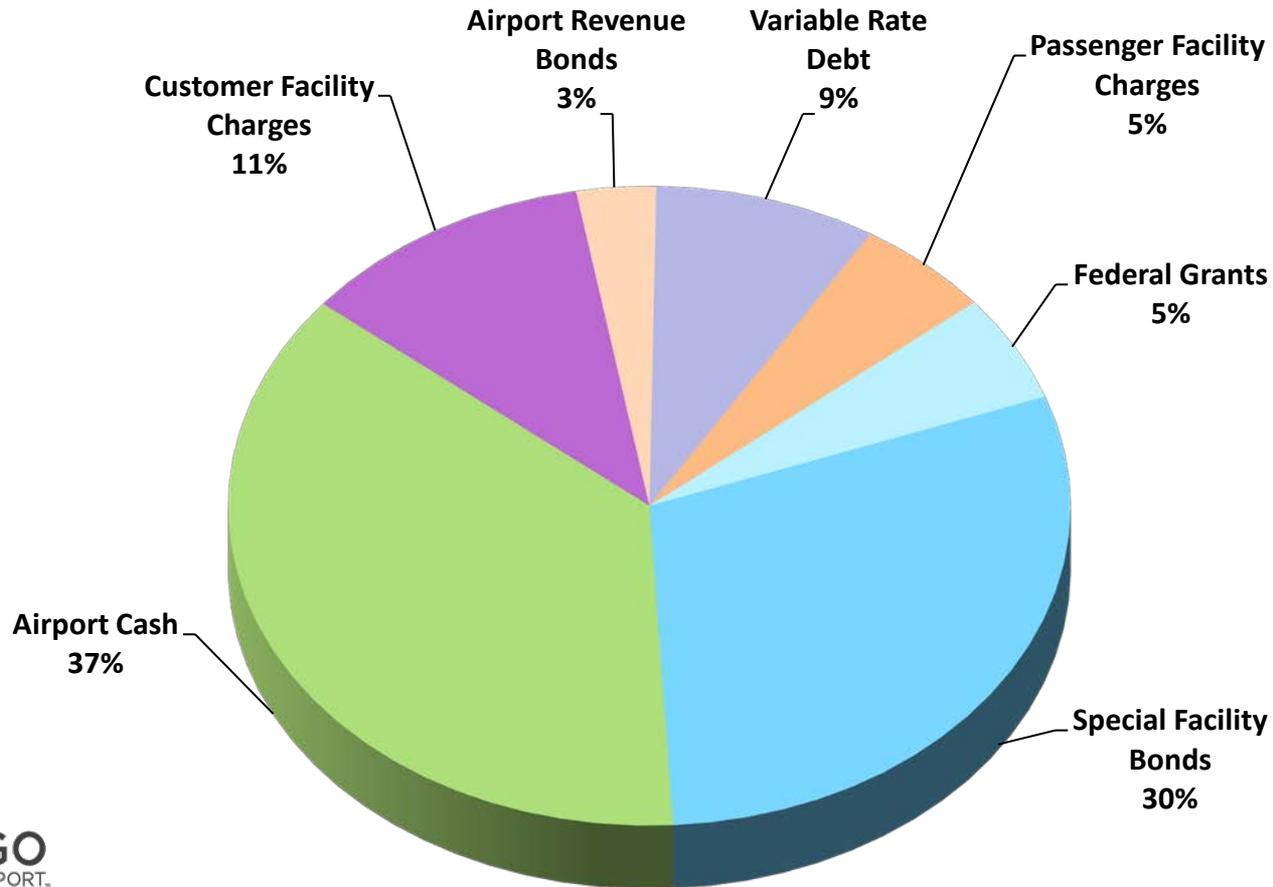
Uses and Sources of Funds

(in thousands)

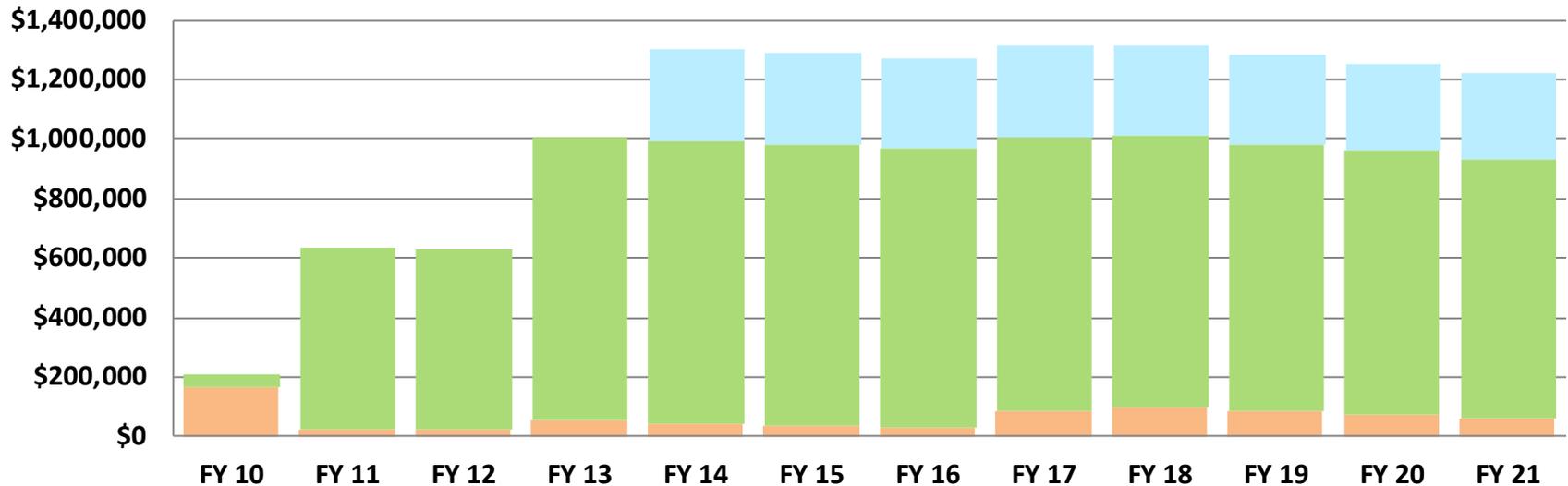
<u>Total Use of Funds</u>							
	Pre FY 2017	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Capital Program	\$ 483,614	\$ 154,803	\$ 160,695	\$ 49,747	\$ 87,772	\$ 10,897	\$ 947,527
Finance Costs	69,195	-	-	-	-	-	69,195
Total	\$ 552,809	\$ 154,803	\$ 160,695	\$ 49,747	\$ 87,772	\$ 10,897	\$ 1,016,723

<u>Total Sources of Funds</u>							
	Pre FY 2017	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Airport Cash	\$88,991	\$65,691	\$105,471	\$48,767	\$54,272	\$10,897	\$374,089
Special Facility Bonds	301,543	-	-	-	-	-	301,543
Customer Facility Charges	112,138	2,925	-	-	-	-	115,064
Variable Rate Debt	-	57,100	29,739	-	-	-	86,839
Federal Grants	18,653	1,350	9,135	-	26,000	-	55,138
Passenger Facility Charges	841	27,390	16,350	980	7,500	-	53,060
Airport Revenue Bonds	30,643	347	-	-	-	-	30,990
TOTAL SOURCES OF FUNDS	\$ 552,809	\$ 154,803	\$ 160,695	\$ 49,747	\$ 87,772	\$ 10,897	\$ 1,016,723

Total Sources of Funds Pre FY 2017-FY 2021



Aggregate Debt FY 2010 - FY 2021

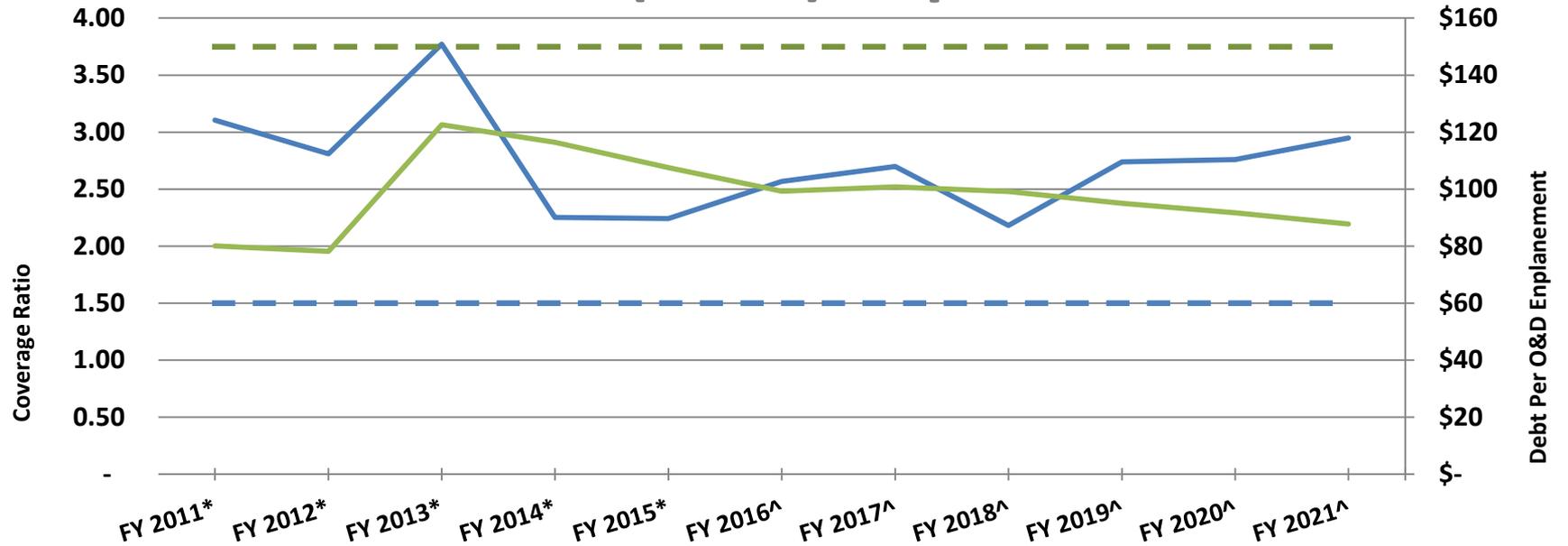


Variable Rate Debt

Airport Revenue Bonds

2014 Special Facility Bonds

Coverage Ratio, Debt Per Origin & Destination (O&D) Enplanement



* Actuals
^ Forecast

— Coverage Ratio

— Debt Per O&D Enplanement

— Coverage Ratio Target Minimum - 1.50X

— Debt Per O&D Enplanement Target Maximum - \$150.00

Coverage Ratio, Debt Per Origin & Destination (O&D) Enplanement

Fiscal Year	Outstanding Debt ¹ (in thousands)	Debt per O&D EPAX ²	Debt Coverage ³
FY 2011*	\$635,298	80.07	3.11
FY 2012*	\$630,538	78.22	2.81
FY 2013*	\$1,006,596	122.56	3.77
FY 2014*	\$994,339	116.47	2.25
FY 2015*	\$982,375	107.60	2.24
FY 2016^	\$965,556	99.23	2.57
FY 2017^	\$1,005,293	100.80	2.70
FY 2018^	\$1,008,627	99.14	2.18
FY 2019^	\$981,369	95.04	2.68
FY 2020^	\$958,901	91.67	2.69
FY 2021^	\$930,302	87.79	2.88

* Actuals
^ Forecast

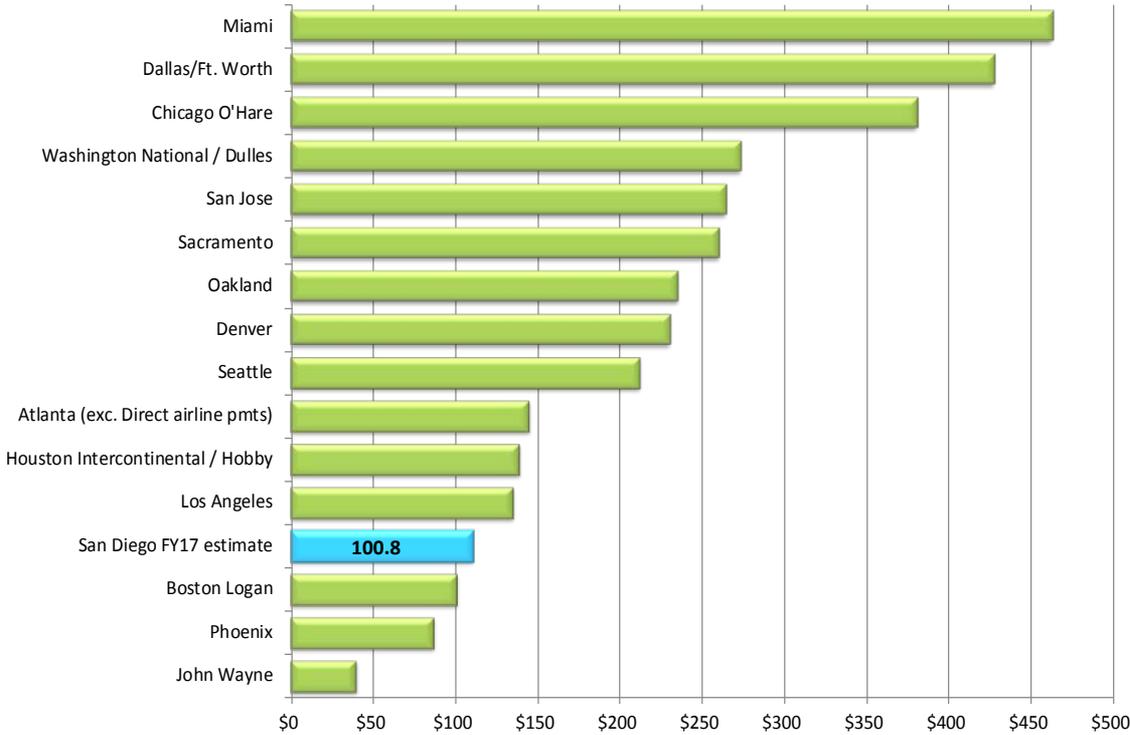
¹ Debt excludes Special Facility bonds

² Target per Debt Policy is no more than \$150 per O&D enplaned passenger (excluding CFC backed Special Facility)

³ Target minimum per Debt Policy: 1.50x

Airline Debt Per Origin & Destination (O&D) Enplanements

by Select Airports



Median (\$230.0) for the above selected Moody's rated airports



Source: Moody's Investor Service, MFRA Database, as of April 2016

Conclusion

Conclusion

- Follows the Authority's legislative and regulatory mandates
- Provides necessary resources to accomplish the Authority's Strategies and Initiatives
- Enhances the financial position of the Authority through revenue enhancement and cost reduction / containment
- Demonstrates the discipline necessary to remain a sustainable enterprise
- Supports regional transportation partnerships and community outreach
- Maintains competitive rates for airline tenants and airport users
- Supports continued efforts to create sustainable Long Term Capital Plan and addresses facility maintenance needs

Questions?

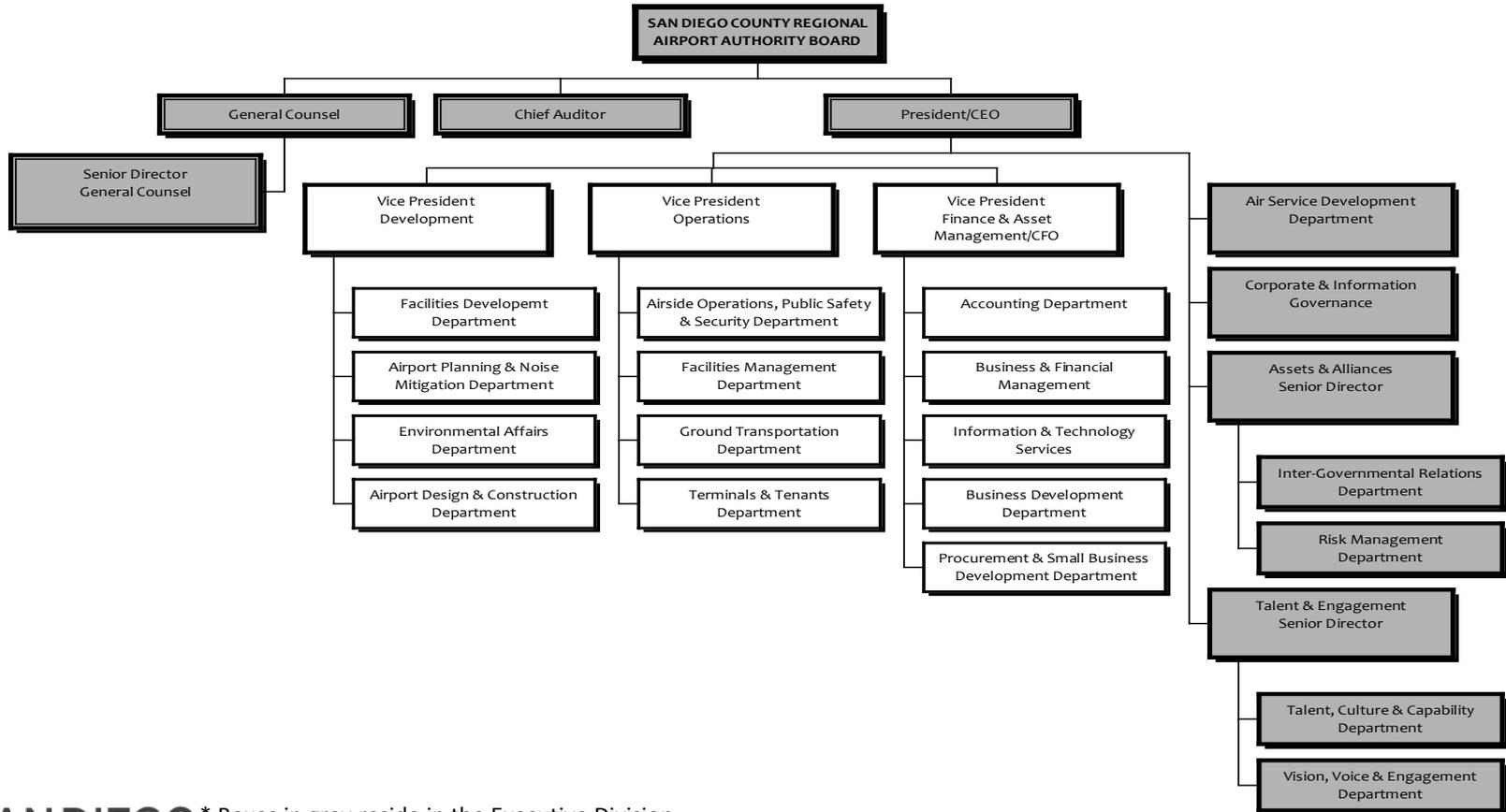


Appendix

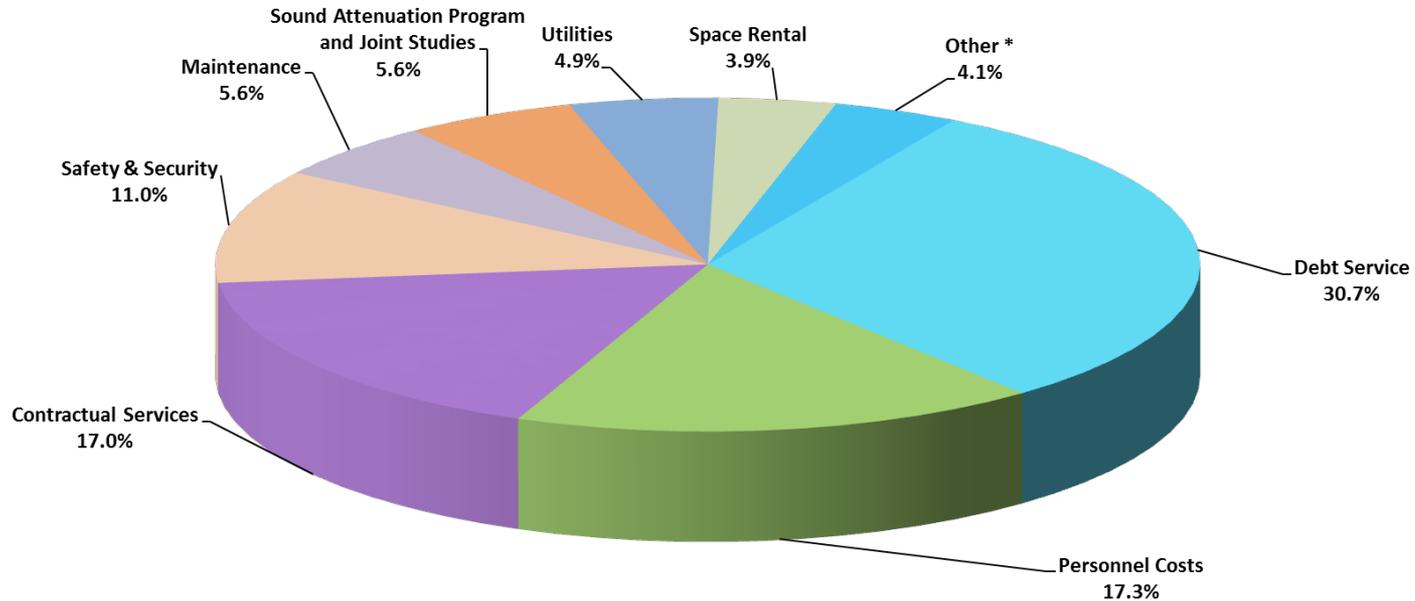


Expense Overview

SDCRAA Organizational Chart



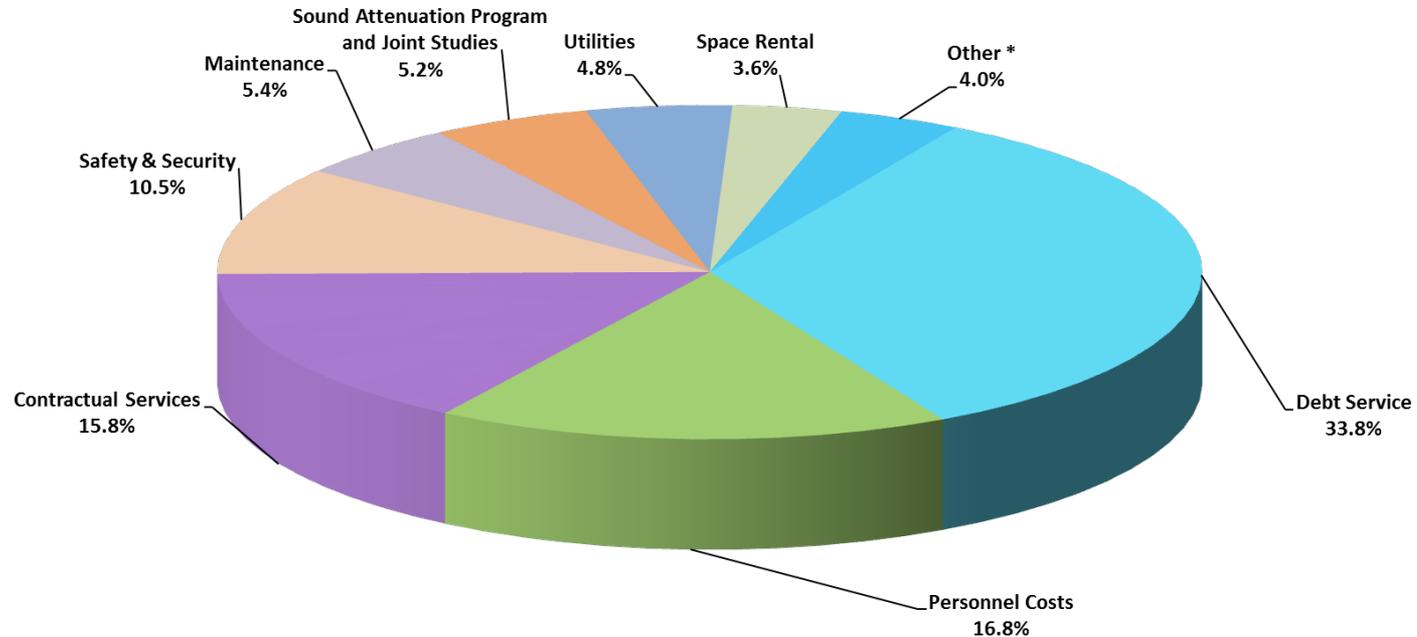
FY 2017 Proposed Expense Budget by Category



* Other includes equipment rental & repair, business development, employee programs, insurance, tenant improvements, operating equipment & supplies and equipment outlay

Total FY 2017 Proposed Budget is \$263.6M

FY 2018 Proposed Conceptual Expense Budget by Category



* Other includes equipment rental & repair, business development, employee programs, insurance, tenant improvements, operating equipment & supplies and equipment outlay

Total FY 2018 Proposed Budget is \$284.0M

FY 2017 Proposed – FY 2018 Proposed Conceptual Budget Expense Summary

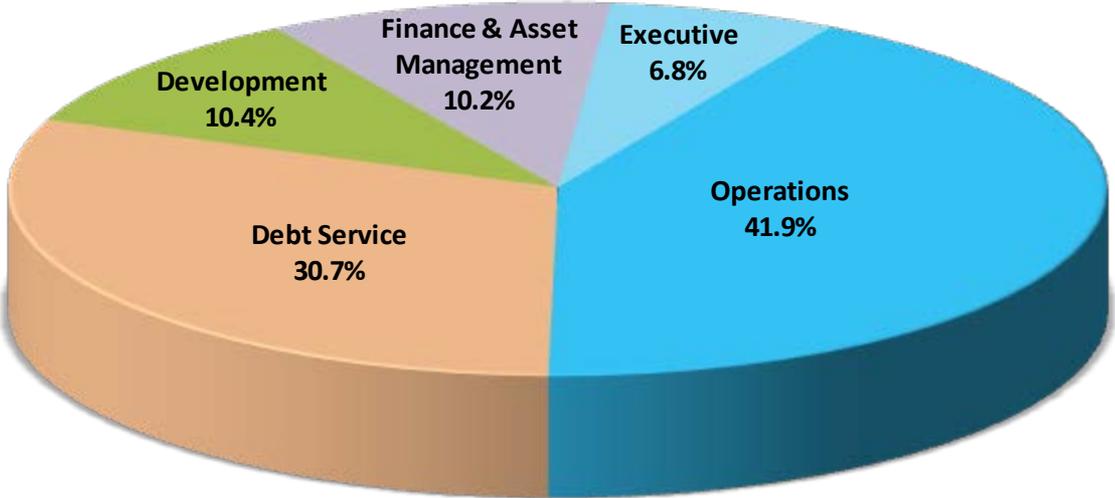
by Department

Department	FY 2015 Actuals	FY 2016 Budget	FY 2017 Conceptual Budget	FY 2017 Proposed Budget	Inc/(Dec) FY17 Budget vs FY16 Budget	% Change	FY 2018 Proposed Conceptual Budget	Inc/(Dec) FY18 Conceptual vs FY17 Budget	% Change
Executive Offices	\$ 1,001,459	\$ 1,120,721	\$ 1,167,079	\$ 1,131,124	\$ 10,403	0.93%	\$ 1,175,672	\$ 44,549	3.94%
General Counsel	1,954,520	2,595,823	2,635,216	2,246,277	(349,546)	-13.47%	2,270,815	24,539	1.09%
Chief Auditor	1,186,414	1,217,607	1,251,038	1,209,163	(8,444)	-0.69%	1,234,046	24,883	2.06%
Board Services	162,491	181,500	185,500	165,800	(15,700)	-8.65%	165,800	-	0.00%
Corporate & Information Governance	1,002,762	1,124,650	1,126,261	985,435	(139,214)	-12.38%	1,016,167	30,732	3.12%
Talent Culture & Capability	2,808,918	3,286,749	3,403,616	3,442,595	155,846	4.74%	3,663,548	220,953	6.42%
Vision, Voice & Engagement	3,425,834	3,874,478	4,171,858	4,236,435	361,957	9.34%	4,834,986	598,552	14.13%
Risk Management	2,059,839	2,410,123	2,496,630	2,414,791	4,668	0.19%	2,475,327	60,536	2.51%
Intergovernmental Relations	780,987	896,717	912,932	764,317	(132,400)	-14.77%	774,930	10,613	1.39%
Air Service Development	1,289,176	1,311,382	1,377,037	1,279,371	(32,011)	-2.44%	1,292,493	13,122	1.03%
Executive Division	15,672,399	18,019,750	18,727,167	17,875,307	(144,443)	-0.80%	18,903,784	1,028,478	5.75%
Ground Transportation	18,307,254	22,465,846	25,719,225	28,073,613	5,607,766	24.96%	28,515,280	441,667	1.57%
Terminals & Tenants	10,839,608	11,379,243	11,409,701	11,771,770	392,527	3.45%	12,010,950	239,180	2.03%
Facilities Management	33,178,785	35,008,888	38,050,278	35,326,089	317,201	0.91%	37,502,556	2,176,467	6.16%
Aviation Security/Public Safety	23,049,333	24,855,786	25,869,376	26,760,600	1,904,814	7.66%	27,435,430	674,830	2.52%
Airside Operations	7,532,185	8,410,987	8,666,253	8,652,915	241,928	2.88%	8,917,072	264,157	3.05%
Operations Division	92,907,165	102,120,750	109,714,833	110,584,986	8,464,236	8.29%	114,381,288	3,796,303	3.43%
Environmental Affairs	3,213,677	3,951,622	4,093,178	5,916,035	1,964,413	49.71%	5,794,945	(121,090)	-2.05%
Airport Planning & Noise Mitigation	17,930,220	18,598,486	18,669,119	18,534,875	(63,611)	-0.34%	18,637,608	102,733	0.55%
Facilities Development	2,274,698	2,408,661	2,457,694	2,663,567	254,906	10.58%	2,727,181	63,613	2.39%
Airport Design & Construction	259,548	164,172	169,513	364,044	199,872	121.75%	329,705	(34,338)	-9.43%
Development Division	23,678,143	25,122,942	25,389,504	27,478,522	2,355,580	9.38%	27,489,440	10,918	0.04%
Business Development	145,760	320,903	275,873	410,660	89,757	27.97%	417,923	7,263	1.77%
Information & Technology Services	7,592,209	8,158,588	8,387,910	7,974,902	(183,686)	-2.25%	8,063,781	88,878	1.11%
Business and Financial Management	15,019,101	15,663,745	15,623,300	15,335,374	(328,371)	-2.10%	15,493,983	158,609	1.03%
Accounting	1,580,225	1,593,645	1,687,518	1,636,204	42,559	2.67%	1,653,804	17,600	1.08%
Procurement and Small Business Development	1,964,782	2,127,916	2,202,924	2,104,394	(23,522)	-1.11%	2,160,798	56,405	2.68%
Other *	(2,701,185)	181,785	170,256	(608,302)	(790,087)	-434.63%	(654,679)	(46,377)	7.62%
Financial & Asset Management Division	23,600,893	28,046,582	28,347,781	26,853,232	(1,193,350)	-4.25%	27,135,610	282,378	1.05%
Debt Service	71,988,477	72,418,977	81,150,716	80,841,954	8,422,977	11.63%	96,086,878	15,244,924	18.86%
Total Budget	\$ 227,847,077	\$ 245,729,000	\$ 263,330,000	\$ 263,634,000	\$ 17,905,000	7.29%	\$ 283,997,000	\$ 20,363,000	7.72%

* Vacancy savings and workers compensation losses

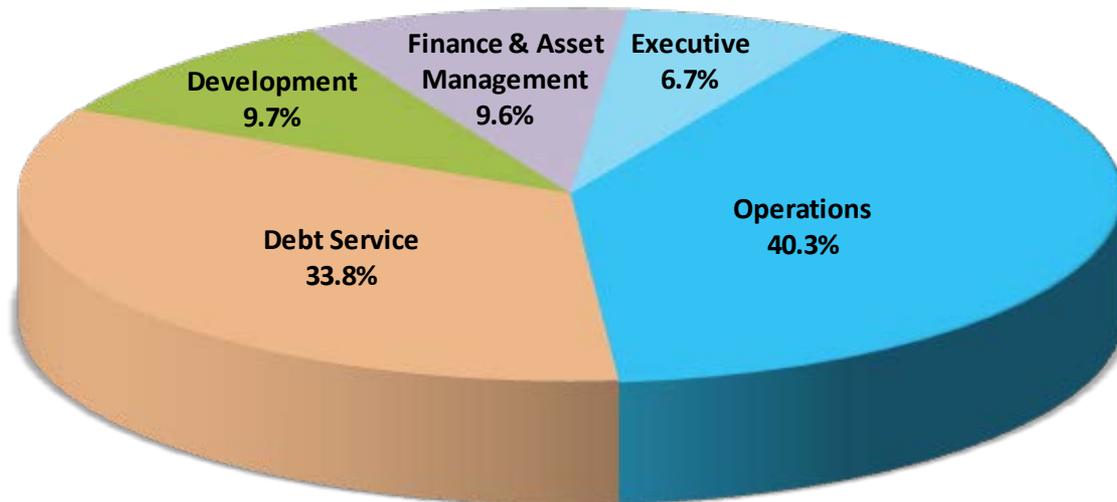
FY 2017 Proposed Expense Budget

by Division



Total FY 2017 Proposed Budget is \$263.6M

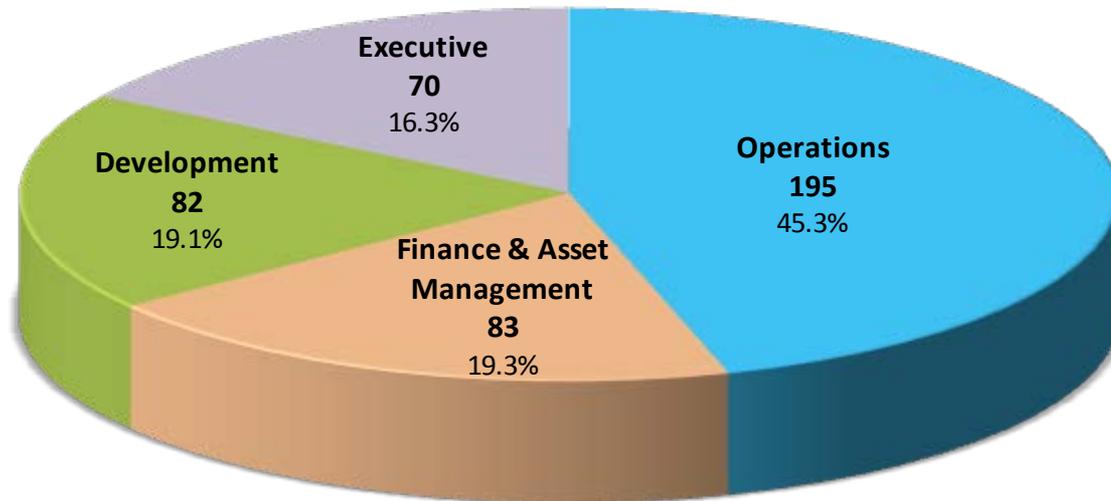
FY 2018 Proposed Conceptual Expense Budget by Division



Total FY 2018 Proposed Budget is \$284.0M

FY 2017 Proposed Budget

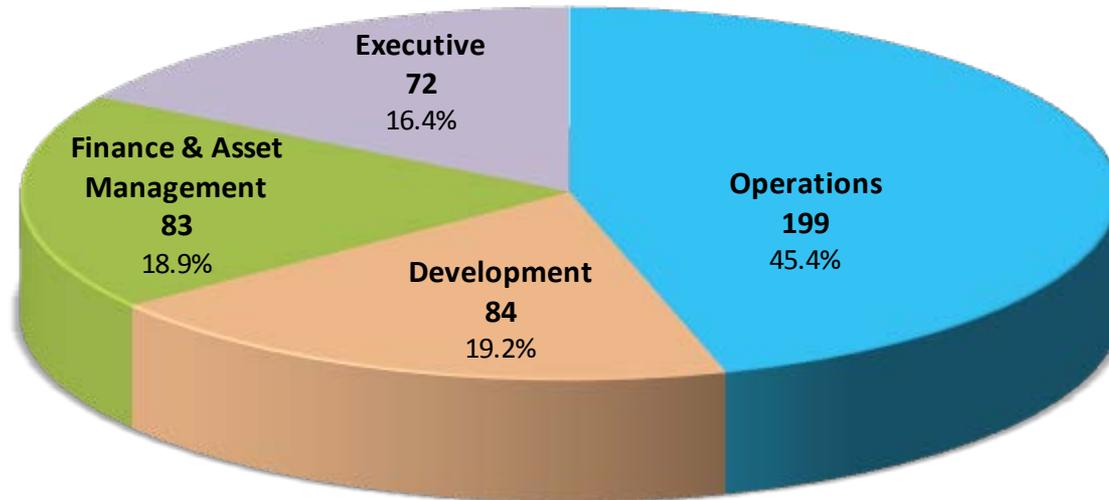
Personnel by Division



Total Proposed Positions are 430

FY 2018 Proposed Conceptual Budget

Personnel by Division



Total Proposed Positions are 438

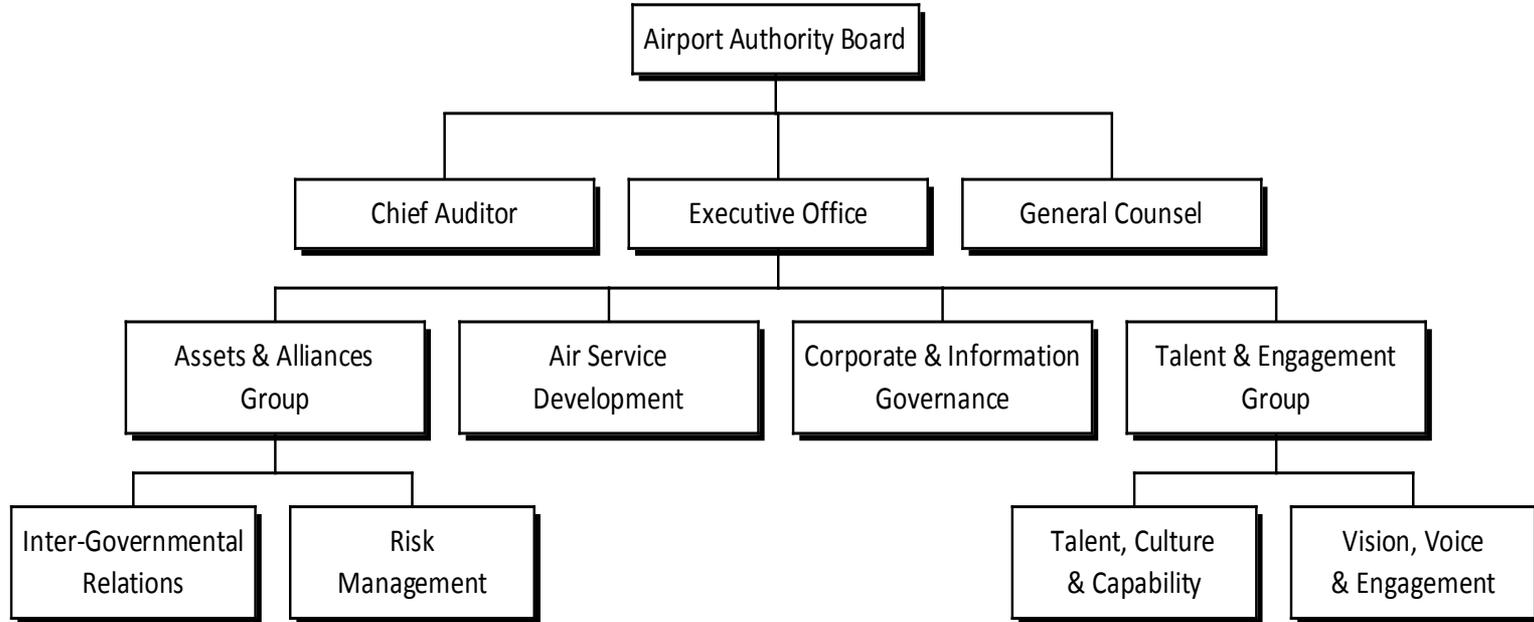


Division Budgets



Executive Division

FY 2016 – 2017 Organizational Structure



FY 2017 Proposed – FY 2018 Proposed Conceptual Budget Expense Summary

	FY 2015 Actuals	FY 2016 Budget	FY 2017 Conceptual Budget	FY 2017 Proposed Budget	Inc / (Dec) FY 17 Proposed vs FY 16 Budget	% Change	Inc / (Dec) FY 17 Proposed vs FY 17 Conceptual	% Change	FY 2018 Proposed Conceptual Budget	Inc / (Dec) FY 18 Conceptual vs FY 17 Budget	% Change
Operating Expenses:											
Personnel Expenses											
Salaries and Wages	\$ 6,110,060	\$ 6,787,113	\$ 7,071,943	\$ 7,221,020	\$ 433,907	6.4%	\$ 149,077	2.1%	\$ 7,616,336	\$ 395,316	5.5%
Premium Overtime	2,116	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Employee Benefits	2,886,087	3,118,540	3,350,967	3,072,588	(45,952)	-1.5%	(278,379)	-8.3%	3,214,589	142,001	4.6%
Subtotal	8,998,263	9,905,654	10,422,910	10,293,609	387,955	3.9%	(129,301)	-1.2%	10,830,925	537,317	5.2%
Less: Capitalized Labor	(26,080)	(103,298)	-	-	103,298	-100.0%	-	0.0%	-	-	0.0%
Less: QHP - Labor/Burden/Labor Overhead	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Total Personnel Expenses	8,972,183	9,802,356	10,422,910	10,293,609	491,253	5.0%	(129,301)	-1.2%	10,830,925	537,317	5.2%
Non-Personnel Expenses											
Contractual Services	3,104,238	4,147,350	4,191,250	4,009,972	(137,378)	-3.3%	(181,278)	-4.3%	3,848,522	(161,450)	-4.0%
Safety and Security	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Space Rental	2,800	1,200	1,200	1,200	-	0.0%	-	0.0%	1,200	-	0.0%
Utilities	19,750	3,400	3,425	1,975	(1,425)	-41.9%	(1,450)	-42.3%	1,975	-	0.0%
Maintenance	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Operating Equipment & Systems	11,180	86,400	36,900	23,800	(62,600)	-72.5%	(13,100)	-35.5%	34,400	10,600	44.5%
Operating Supplies	42,340	38,935	38,035	38,025	(910)	-2.3%	(10)	0.0%	38,075	50	0.1%
Insurance	1,145,376	1,322,477	1,405,457	1,012,758	(309,719)	-23.4%	(392,699)	-27.9%	1,045,818	33,060	3.3%
Employee Programs	500,192	591,405	595,405	582,123	(9,282)	-1.6%	(13,282)	-2.2%	600,378	18,255	3.1%
Business Development	1,762,168	1,938,902	1,928,085	1,706,395	(232,507)	-12.0%	(221,690)	-11.5%	2,376,941	670,546	39.3%
Equipment Rentals & Repairs	102,956	72,325	69,500	95,450	23,125	114.5%	25,950	126.8%	80,550	(14,900)	-68.9%
Tenant Improvements	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Total Non-Personnel Expenses	-	8,202,394	8,269,257	7,471,698	(730,696)	-8.9%	(797,559)	-9.6%	8,027,859	556,161	7.4%
Total Operating Expenses	15,663,182	18,004,750	18,692,167	17,765,307	(239,443)	-1.3%	(926,860)	-5.0%	18,858,784	1,093,478	6.2%
Non-Operating Expenses:											
Joint Studies/Sound Attenuation	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Debt Service	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Legal Settlements Expense	800	10,000	10,000	10,000	-	0.0%	-	0.0%	10,000	-	0.0%
Total Non-Operating Expenses	800	10,000	10,000	10,000	-	0.0%	-	0.0%	10,000	-	0.0%
Total Expenses	15,663,982	18,014,750	18,702,167	17,775,307	(239,443)	-1.3%	(926,860)	-5.0%	18,868,784	1,093,478	6.2%
Equipment Outlay	8,417	5,000	25,000	100,000	95,000	1900.0%	75,000	300.0%	35,000	(65,000)	-65.0%
Total Executive Division Expenses	\$ 15,672,399	\$ 18,019,750	\$ 18,727,167	\$ 17,875,307	\$ (144,443)	-0.8%	\$ (851,860)	-4.5%	\$ 18,903,784	\$ 1,028,478	5.8%

FY 2017 Proposed – FY 2018 Proposed Conceptual Executive Division Budget Major Drivers

Executive Division

	Inc / (Dec) FY 17 vs FY 16	Inc / (Dec) FY 18 Conceptual vs FY 17
FY 2016 Budget / FY 2017 Budget	\$ 18,019,750	\$ 17,875,307
Personnel Costs		
Salary adjustments and pay-for-performance	357,650	200,435
1 New position of Art Program Coordinator II (salaries & burden)	106,859	-
1 New position Safety & Loss Prevention Analyst II (salaries & burden)	104,691	-
Capitalized labor	103,298	-
Burden (benefits & employer taxes) for current staff	(78,998)	76,579
1 Eliminated position Auditor (salaries & burden)	(102,248)	-
1 New position of Marketing Specialist II (salaries & burden)	-	115,503
1 New position of Project Manager (salaries & burden)	-	144,800
Total Increase / (Decrease) in Personnel Costs	491,253	537,317
Risk management safety consultants	119,222	(15,000)
Sponsorships and marketing activities	40,800	509,650
Air service marketing incentive	(125,000)	-
Property insurance	(309,719)	33,060
Legal services	(375,000)	-
Other, net	14,001	(36,549)
Total Increase / (Decrease) in Non-Personnel Costs	(635,696)	491,161
Total Increase / (Decrease)	(144,443)	1,028,478
FY 2017 Budget / FY 2018 Conceptual Budget	\$ 17,875,307	\$ 18,903,784



Financial & Asset Management Division

FY 2017 – 2018 Organizational Structure



FY 2017 Proposed – FY 2018 Proposed Conceptual Budget Expense Summary

	FY 2015 Actuals	FY 2016 Budget	FY 2017 Conceptual Budget	FY 2017 Proposed Budget	Inc / (Dec) FY 17 Proposed vs FY 16 Budget	% Change	Inc / (Dec) FY 17 Proposed vs FY 17 Conceptual	% Change	FY 2018 Proposed Conceptual Budget	Inc / (Dec) FY 18 Conceptual vs FY 17 Budget	% Change
Operating Expenses:											
Personnel Expenses											
Salaries and Wages	\$ 6,359,890	\$ 7,055,974	\$ 7,346,526	\$ 6,982,534	\$ (73,440)	-1.0%	\$ (363,992)	-5.0%	\$ 7,166,459	\$ 183,925	2.6%
Premium Overtime	104,879	150,000	150,000	150,000	-	0.0%	-	0.0%	150,000	-	0.0%
Employee Benefits	638,314	3,527,243	3,792,107	2,981,247	(545,996)	-15.5%	(810,860)	-21.4%	3,087,061	105,814	3.5%
Subtotal	7,103,082	10,733,217	11,288,633	10,113,781	(619,437)	-5.8%	(1,174,853)	-10.4%	10,403,520	289,739	2.9%
Less: Capitalized Labor	(13,468)	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Less: QHP - Labor/Burden/Labor Overhead	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Total Personnel Expenses *	7,089,614	10,733,217	11,288,633	10,113,781	(619,437)	-5.8%	(1,174,853)	-10.4%	10,403,520	289,739	2.9%
Non-Personnel Expenses											
Contractual Services	2,429,458	2,995,831	3,012,631	3,107,856	112,025	3.7%	95,225	3.2%	3,045,170	(62,686)	-2.0%
Safety and Security	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Space Rental	10,430,451	10,427,314	10,190,250	10,190,250	(237,064)	-2.3%	-	0.0%	10,190,250	-	0.0%
Utilities	376,911	407,200	407,200	416,900	9,700	2.4%	9,700	2.4%	416,900	-	0.0%
Maintenance	18,014	20,240	20,000	20,000	(240)	-1.2%	-	0.0%	20,000	-	0.0%
Operating Equipment & Systems	1,148,291	274,000	274,000	205,000	(69,000)	-25.2%	(69,000)	-25.2%	205,500	500	0.2%
Operating Supplies	95,248	96,950	97,600	116,400	19,450	20.1%	18,800	19.3%	116,400	-	0.0%
Insurance	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Employee Programs	162,083	187,450	200,050	211,950	24,500	13.1%	11,900	5.9%	219,150	7,200	3.4%
Business Development	95,799	152,500	147,500	137,400	(15,100)	-9.9%	(10,100)	-6.8%	137,900	500	0.4%
Equipment Rentals & Repairs	1,703,280	2,226,879	2,234,916	2,133,695	(93,184)	-1.0%	(101,221)	-10.1%	2,155,820	22,125	1.2%
Tenant Improvements	13,860	150,000	100,000	-	(150,000)	-100.0%	(100,000)	-100.0%	-	-	0.0%
Total Non-Personnel Expenses	16,473,396	16,938,365	16,684,147	16,539,451	(398,914)	-2.4%	(144,696)	-0.9%	16,507,090	(32,361)	-0.2%
Total Operating Expenses	23,563,011	27,671,582	27,972,781	26,653,232	(1,018,350)	-3.7%	(1,319,549)	-4.7%	26,910,610	257,378	1.0%
Non-Operating Expenses:											
Joint Studies/Sound Attenuation	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Debt Service	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Legal Settlements Expense	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Other Non-Operating Expense	4,474	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Total Non-Operating Expenses	4,474	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Total Expenses	23,567,485	27,671,582	27,972,781	26,653,232	(1,018,350)	-3.7%	(1,319,549)	-4.7%	26,910,610	257,378	1.0%
Equipment Outlay	33,408	375,000	375,000	200,000	(175,000)	-46.7%	(175,000)	-46.7%	225,000	25,000	12.5%
Total Finance & Asset Management	\$ 23,600,893	\$ 28,046,582	\$ 28,347,781	\$ 26,853,232	\$ (1,193,350)	-4.3%	\$ (1,494,549)	-5.3%	\$ 27,135,610	\$ 282,378	1.1%

* Personnel costs include vacancy savings



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FY 2017 Proposed – FY 2018 Proposed Conceptual Budget Major Drivers

Finance & Asset Management Division

	Inc / (Dec) FY 17 vs FY 16	Inc / (Dec) FY 18 Conceptual vs FY 17
FY 2016 Budget / FY 2017 Budget	\$ 28,046,582	\$ 26,853,351
Personnel Costs		
Salary adjustments and pay-for-performance	(73,440)	200,445
Burden (benefits & employer taxes) for current staff	(545,996)	89,294
Total Increase / (Decrease) in Personnel Costs*	(619,437)	289,739
Parking credit card fees	128,709	12,289
Tenant improvements	(150,000)	-
ITS equipment purchases	(175,000)	-
Taxi hold lot lease	(237,064)	-
Other, net	(140,558)	(19,650)
Total Increase / (Decrease) in Non-Personnel Costs	(573,914)	(7,361)
Total Increase / (Decrease)	(1,193,350)	282,378
FY 2017 Budget / FY 2018 Conceptual Budget	\$ 26,853,232	\$ 27,135,610

*Personnel costs include vacancy savings



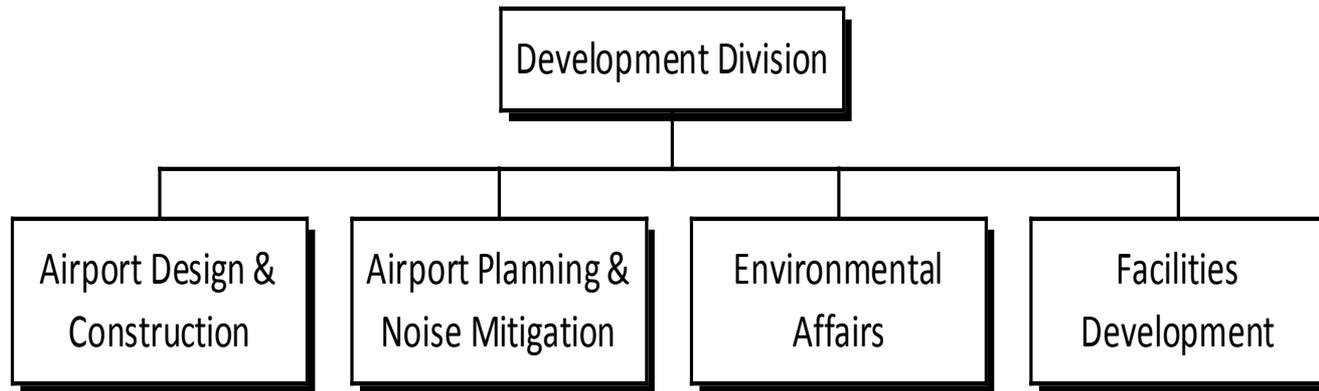
Development Division



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FY 2017 – 2018 Organizational Structure



FY 2017 Proposed – FY 2018 Proposed Conceptual Budget Expense Summary

	FY 2015 Actuals	FY 2016 Budget	FY 2017 Conceptual Budget	FY 2017 Proposed Budget	Inc / (Dec) FY 17 Proposed vs FY 16 Budget	% Change	Inc / (Dec) FY 17 Proposed vs FY 17 Conceptual	% Change	FY 2018 Proposed Conceptual Budget	Inc / (Dec) FY 18 Conceptual vs FY 17 Budget	% Change
Operating Expenses:											
Personnel Expenses											
Salaries and Wages	\$ 6,142,430	\$ 6,937,067	\$ 7,138,459	\$ 7,125,587	\$ 188,520	2.7%	\$ (12,872)	-0.2%	\$ 7,533,737	\$ 408,150	5.7%
Premium Overtime	18,806	20,000	20,500	20,000	-	0.0%	(500)	-2.4%	20,000	-	0.0%
Employee Benefits	3,042,173	3,404,181	3,620,293	3,244,931	(159,250)	-4.7%	(375,362)	-10.4%	3,423,956	179,025	5.5%
Subtotal	9,203,409	10,361,248	10,779,252	10,390,518	29,270	0.3%	(388,734)	-3.6%	10,977,694	587,175	5.7%
Less: Capitalized Labor	(5,154,224)	(5,733,023)	(5,971,838)	(5,733,173)	(151)	0.0%	238,664	-4.0%	(6,144,809)	(411,635)	7.2%
Less: QHP - Labor/Burden/Labor Overhead	(784,323)	(674,897)	(703,408)	(662,631)	12,265	-1.8%	40,776	-5.8%	(684,707)	(22,075)	3.3%
Total Personnel Expenses	3,264,862	3,953,329	4,104,007	3,994,714	41,385	1.0%	(109,293)	-2.7%	4,148,179	153,465	3.8%
Non-Personnel Expenses											
Contractual Services	3,250,511	4,076,114	4,149,303	4,971,143	895,029	22.0%	821,840	19.8%	4,947,198	(23,945)	-0.5%
Safety and Security	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Space Rental	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Utilities	2,861	14,600	16,620	10,000	(4,600)	-31.5%	(6,620)	-39.8%	12,000	2,000	20.0%
Maintenance	565,968	710,000	724,200	1,984,243	1,274,243	179.5%	1,260,043	174.0%	1,880,243	(104,000)	-5.2%
Operating Equipment & Systems	30,087	(5,635)	(7,225)	(5,486)	149	-2.6%	1,739	-24.1%	(7,108)	(1,622)	29.6%
Operating Supplies	43,640	17,975	19,753	39,497	21,522	119.7%	19,744	100.0%	37,644	(1,852)	-4.7%
Insurance	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Employee Programs	285,561	280,369	284,105	292,590	12,222	4.4%	8,486	3.0%	230,424	(62,166)	-21.2%
Business Development	85,534	160,830	162,354	179,219	18,389	11.4%	16,866	10.4%	168,819	(10,400)	-5.8%
Equipment Rentals & Repairs	322,344	270,549	267,577	277,791	7,242	-33.5%	10,214	10.9%	247,229	(30,561)	-30.0%
Tenant Improvements	781,863	900,000	920,000	900,000	-	0.0%	(20,000)	-2.2%	990,000	90,000	10.0%
Total Non-Personnel Expenses	5,368,370	6,424,802	6,536,685	8,648,997	2,224,195	34.6%	2,112,311	32.3%	8,506,450	(142,547)	-1.6%
Total Operating Expenses	8,633,232	10,378,131	10,640,693	12,643,711	2,265,580	21.8%	2,003,018	18.8%	12,654,629	10,918	0.1%
Non-Operating Expenses:											
Joint Studies/Sound Attenuation	15,025,656	14,734,811	14,738,811	14,834,811	100,000	0.7%	96,000	0.7%	14,834,811	-	0.0%
Debt Service	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Legal Settlements Expense	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Total Non-Operating Expenses	15,025,656	14,734,811	14,738,811	14,834,811	100,000	0.7%	96,000	0.7%	14,834,811	-	0.0%
Total Expenses	23,658,888	25,112,942	25,379,504	27,478,522	2,365,580	9.4%	2,099,018	8.3%	27,489,440	10,918	0.0%
Equipment Outlay	19,255	10,000	10,000	-	(10,000)	-100.0%	(10,000)	-100.0%	-	-	0.0%
Total Development Division Expenses	\$ 23,678,143	\$ 25,122,942	\$ 25,389,504	\$ 27,478,522	\$ 2,355,580	9.4%	\$ 2,089,018	8.2%	\$ 27,489,440	\$ 10,918	0.0%

FY 2017 Proposed – FY 2018 Proposed Conceptual Budget Major Drivers

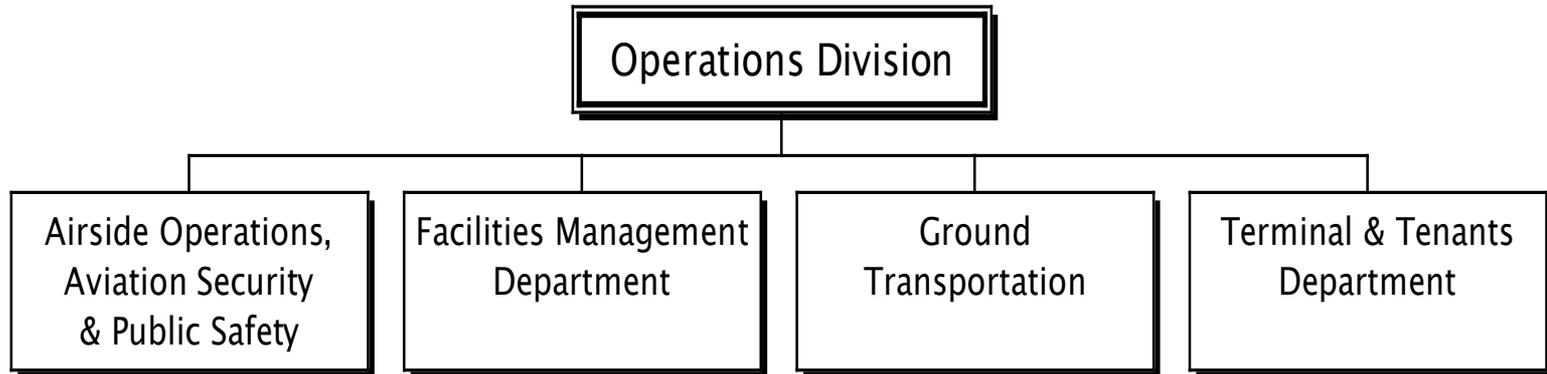
Development Division

	Inc / (Dec) FY 17 vs FY 16	Inc / (Dec) FY 18 Conceptual vs FY 17
FY 2016 Budget / FY 2017 Budget	\$ 25,122,942	\$ 27,478,522
Personnel Costs		
Salary adjustments and pay-for-performance	129,387	233,710
1 New position of Assistant Environmental Specialist (salaries & burden)	80,322	-
Capitalized labor	12,115	(433,711)
Burden (benefits & employer taxes) for current staff	(180,440)	117,941
1 New position of Construction Manager (salaries & burden)	-	144,800
1 New position of Senior Construction Inspector (salaries & burden)	-	90,724
Total Increase / (Decrease) in Personnel Costs	41,385	153,465
Integrated Pest Management (moved from Facilities Management Department)	1,034,243	(54,000)
Environmental requirements	798,000	-
Refurbishment of jet bridges	240,000	(50,000)
American Disability Act (ADA) program study	100,000	-
Other, net	141,952	(38,547)
Total Increase / (Decrease) in Non-Personnel Costs	2,314,195	(142,547)
Total Increase / (Decrease)	2,355,580	10,918
FY 2017 Budget / FY 2018 Conceptual Budget	\$ 27,478,522	\$ 27,489,440



Operations Division

FY 2017 – 2019 Organizational Structure



FY 2017 Proposed – FY 2018 Proposed Conceptual Budget Expense Summary

	FY 2015 Actuals	FY 2016 Budget	FY 2017 Conceptual Budget	FY 2017 Proposed Budget	Inc / (Dec) FY 17 Proposed vs FY 16 Budget	% Change	Inc / (Dec) FY 17 Proposed vs FY 17 Conceptual	% Change	FY 2018 Proposed Conceptual Budget	Inc / (Dec) FY 18 Conceptual vs FY 17 Budget	% Change
Operating Expenses:											
Personnel Expenses											
Salaries and Wages	\$ 12,509,432	\$ 13,024,805	\$ 13,544,335	\$ 13,764,873	\$ 740,068	5.7%	\$ 220,538	1.6%	\$ 14,634,267	\$ 869,394	6.3%
Premium Overtime	735,507	529,500	530,500	494,500	(35,000)	-6.6%	(36,000)	-6.8%	494,500	-	0.0%
Employee Benefits	6,870,175	7,225,587	7,745,425	6,994,407	(231,180)	-3.2%	(751,018)	-9.7%	7,439,022	444,615	6.4%
Subtotal	20,115,114	20,779,892	21,820,259	21,253,779	473,888	2.3%	(566,480)	-2.6%	22,567,788	1,314,009	6.2%
Less: Capitalized Labor	(230,413)	(100,000)	(100,000)	(100,000)	-	0.0%	-	0.0%	(100,000)	-	0.0%
Less: QHP - Labor/Burden/Labor Overhead	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Total Personnel Expenses	19,884,701	20,679,892	21,720,259	21,153,779	473,888	2.3%	(566,480)	-2.6%	22,467,788	1,314,009	6.2%
Non-Personnel Expenses											
Contractual Services	23,637,803	27,054,373	29,954,613	32,609,493	5,555,120	20.5%	2,654,880	8.9%	32,984,505	375,012	1.2%
Safety and Security	24,156,148	27,054,383	28,399,553	29,061,387	2,007,004	7.4%	661,834	2.3%	29,917,194	855,807	2.9%
Space Rental	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Utilities	9,752,401	12,696,713	14,377,382	12,474,338	(222,375)	-1.8%	(1,903,044)	-13.2%	13,180,433	706,094	5.7%
Maintenance	13,240,302	12,573,431	13,391,899	12,661,524	88,093	0.7%	(730,375)	-5.5%	13,378,921	717,397	5.7%
Operating Equipment & Systems	622,006	218,300	162,350	142,000	(76,300)	-35.0%	(20,350)	-12.5%	142,400	400	0.3%
Operating Supplies	300,266	262,350	265,400	252,990	(9,360)	-3.6%	(12,410)	-4.7%	249,780	(3,210)	-1.3%
Insurance	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Employee Programs	170,078	280,050	279,250	241,735	(38,315)	-13.7%	(37,515)	-13.4%	247,735	6,000	2.5%
Business Development	541,124	525,095	528,195	541,354	16,259	3.1%	13,159	2.5%	598,540	57,186	10.6%
Equipment Rentals & Repairs	85,461	234,164	235,931	220,736	(13,428)	3162.4%	(15,195)	3160.8%	153,493	(67,243)	-107.4%
Tenant Improvements	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Total Non-Personnel Expenses	72,505,589	80,898,858	87,594,573	88,205,556	7,306,698	9.0%	610,983	0.7%	90,853,000	2,647,444	3.0%
Total Operating Expenses	92,390,290	101,578,750	109,314,833	109,359,336	7,780,586	7.7%	44,503	0.0%	113,320,788	3,961,453	3.6%
Non-Operating Expenses:											
Joint Studies/Sound Attenuation	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Debt Service	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Legal Settlements Expense	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Total Non-Operating Expenses	-	-	-	-	-	0.0%	-	0.0%	-	-	0.0%
Total Expenses	92,390,290	101,578,750	109,314,833	109,359,336	7,780,586	7.7%	44,503	0.0%	113,320,788	3,961,453	3.6%
Equipment Outlay	516,875	542,000	400,000	1,225,650	683,650	126.1%	825,650	206.4%	1,060,500	(165,150)	-13.5%
Total Operations Division Expenses	\$ 92,907,165	\$ 102,120,750	\$ 109,714,833	\$ 110,584,986	\$ 8,464,236	8.3%	\$ 870,153	0.8%	\$ 114,381,288	\$ 3,796,303	3.4%

FY 2017 Proposed – FY 2018 Proposed Conceptual Budget Major Drivers

Operations Division

	Inc / (Dec) FY 17 vs FY 16	Inc / (Dec) FY 18 Conceptual vs FY 17
FY 2016 Budget / FY 2017 Budget	\$ 102,120,750	\$ 110,584,986
Personnel Costs		
Salary adjustments, contracted wage increases and pay-for-performance	549,827	530,802
2 New positions of Maintenance Worker I and Project Inspector (salaries & burden)	126,782	-
1 New limited position T&T Relations Specialist I (salaries & burden)	89,889	-
3 New positions of Inspector, Planner & Estimator, Project Manager & Contract Administrator (salaries & burden)	-	367,977
1 New position Communication Center Specialist (salaries & burden)	-	90,724
Burden (benefits & employer taxes) for current staff	(292,611)	324,506
Total Increase / (Decrease) in Personnel Costs	473,888	1,314,009
Rental Car Center (RCC) busing	5,963,480	(83,423)
Law enforcement costs - Harbor Police Department	901,989	546,171
Major maintenance	750,000	-
Access control system	650,000	50,000
Security guard services	420,000	60,000
Vehicle replacements	392,000	-
Hood vent maintenance for concessionaires	294,342	166,000
Airfield pavement and striping	243,000	550,000
Aircraft Rescue and Fire Fighting (ARFF) contract costs	230,158	156,862
Fuel and vehicle maintenance	(115,000)	30,000
RCS radio service	(170,068)	-
Utilities	(225,195)	706,094
Parking and shuttle operations	(350,910)	390,710
Integrated Pest Management transferred to Environmental Department	(958,213)	-
Other, net	(35,235)	(90,122)
Total Increase / (Decrease) in Non-Personnel Costs	7,990,348	2,482,294
Total Increase / (Decrease)	8,464,236	3,796,303
FY 2017 Budget / FY 2018 Conceptual Budget	\$ 110,584,986	\$ 114,381,288

Debt Service

FY 2017 Proposed – FY 2018 Proposed Conceptual Budget Expense Summary

	FY 2015 Actuals	FY 2016 Budget	FY 2017 Conceptual Budget	FY 2017 Budget	Inc/(Dec) FY 17 Budget vs FY 16	% Change	Inc/(Dec) FY 17 Proposed vs FY 17 Conceptual	% Change	FY 2018 Conceptual Budget	Inc/(Dec) FY 18 Conceptual vs FY 17 Budget	% Change
Principal on variable rate debt	\$ 6,179,000	\$ 6,124,000	\$ 6,133,000	\$ 6,123,000	\$ (1,000)	0.0%	\$ (10,000)	-0.2%	\$ 14,948,859	\$ 8,825,859	144.1%
Principal on Revenue Bonds	10,695,000	11,090,000	11,585,000	11,585,000	495,000	4.5%	-	0.0%	12,130,000	545,000	4.7%
Principal & Interest Expense - Capitalized Leases	579,558	877,298	877,298	877,298	(0)	0.0%	-	0.0%	877,298	-	0.0%
Interest on Revenue Bonds	49,959,899	49,566,398	49,066,198	49,066,198	(500,200)	-1.0%	-	0.0%	48,523,498	(542,700)	-1.1%
Interest on variable rate debt	261,709	579,555	1,148,350	782,725	203,170	35.1%	(365,625)	-31.8%	1,674,930	892,205	114.0%
Principal on Special Facility Bonds	-	-	-	-	-	0.0%	-	0.0%	5,580,000	5,580,000	0.0%
Interest on Special Facility Bonds	8,324,125	8,170,605	16,341,210	16,341,210	8,170,605	100.0%	-	0.0%	16,341,210	-	0.0%
Fees	317,486	254,370	152,772	219,636	(34,734)	-13.7%	66,864	43.8%	70,312	(149,324)	-68.0%
Amortization of Bond Premium	(4,328,300)	(4,243,249)	(4,153,112)	(4,153,112)	90,137	-2.1%	-	0.0%	(4,059,229)	93,883	-2.3%
Total Debt Service	\$71,988,477	\$72,418,977	\$81,150,716	\$80,841,954	\$ 8,422,977	11.6%	\$ (308,761)	-0.4%	\$ 96,086,878	\$ 15,244,924	18.9%



Capital Program

Capital Program Overview

- 5 Year Program
- Approved by the Board Annually- Capital Improvement Program Oversight committee (CIPOC)
- Managed by Capital Improvement Committee (CIC)- CEO & Vice Presidents
- Current Capital Improvement Program (CIP) – 80 Projects – \$807.1 Million
Current The Green Build/T2W Roof – \$7.2 Million
Current Total Capital Program – **\$814.3 Million**

CIP Project Development Process

- **Annual Validation of Current CIP**

- Revisit the projects for purpose and need
- Review scope, schedule and budget
- Develop projects risk profile: assessment, quantification and mitigation plan
- Prepare recommendations to the Board for any project adjustments

- **New CIP Projects**

- **Sponsors submit project requests**

- Project is defined - scope, schedule and budget are developed
- Assessments are conducted with sponsors and stakeholders - financial business case, risk/alternatives identification, planning and environmental impacts, capitalization and O&M costs

CIP Project Development Process

- **Results are presented to CIC Review Group**
 - Directors of Airport Planning, Business and Financial Management and Facilities Development review project details
 - Recommendations are made for prioritization to the Capital Improvement Committee (CIC)
- **Proposed CIP presented to Airlines for input and feedback**
- **CIC reviews and approves proposed CIP budget to be taken to the Board**
- **Board reviews and approves Capital Program budget**

Current CIP Projects – Project Status

Project Location	Planning	Design	Construction	Closeout / Closed	Program*	Total
Airside	5	4	1	3	-	13
Terminal	6	7	3	7	1	24
Landside/Ancillary	4	8	9	10	-	31
Administrative	5	2	3	1	1	12
Total	20	21	16	21	2	80

* Public Art allowance and Capital Project allowance

Current/Proposed Capital Program – Project Locations

Capital Program Budget:

\$814,326,662

\$947,527,133

Project Location	FY 2016 – FY 2020	FY 2017 – FY 2021
Airside	13	16
Terminal	24	20
Landside/Ancillary	31	36
Administrative	12	13
Totals	80	85



Capital Program Budget Summary

FY 2016 – FY 2020 Capital Program	\$ 491,024,228
Rental Car Center	316,124,104
The Green Build (T2W Roof & Project Closeout)	<u>7,178,330</u>
FY 2016 – FY 2020 Capital Program Budget	\$ 814,326,662
FY 2016 – FY 2020 Project Closeouts / Adjustments	\$ (64,098,948)
Proposed Terminal 2 Parking Plaza Adjustment *	<u>45,720,000</u>
FY 2016 – FY 2020 Capital Program Balance	\$ 795,947,714
Proposed FY 2017 – FY 2021 Capital Projects/Adjust.	\$ 96,679,419
Proposed Airport Development Plan	<u>54,900,000</u>
Proposed FY 2017 – FY 2021 Capital Program Budget	<u><u>\$ 947,527,133</u></u>

* Pending Board approval

Proposed New FY2017-2021 CIP Projects

	Description	Est. Budget
1)	Rehabilitate Gates 40/41 Apron Pavement (2017) *	\$ 1,172,300
2)	Terminal 2 Loop Pavement Seal coat (2017) *	750,230
3)	Rehabilitate Terminal 1 Loop Pavement (2018) *	5,582,000
4)	Rehabilitate Northside Vehicle Service Road (2018)	12,200,000
5)	Rehabilitate Terminal 2 Apron Pavement (2020) *	16,589,200
6)	Rehabilitate Terminal 2 Loop Pavement (2020) *	2,111,000
7)	Rehabilitate South Side Cargo Apron (2021) *	7,048,200
	* Per 2015 Pavement Management Study	

Proposed New FY2017-2021 CIP Projects

	Description	Est. Budget
8)	Replace Sidewalk T2W Existing to Green Build (2017)	\$ 1,808,000
9)	Admiral Boland Way Entry/Exit Gates (2017)	2,152,000
10)	Acquire RCC Buses (2017)	5,000,000
11)	Admiral Boland Way Traffic & Signage Analysis (2017)	500,000
12)	Improvements to FIS Facility (2017)	6,317,800
13)	Replace Existing Generator at CUP (2018)	6,100,000
14)	Facilities Condition Assessment (2021)	<u>800,000</u>
	Total FY 2017-2021 Proposed New CIP Projects	\$ 68,130,730

Proposed FY2017-2021 Capital Project Adjustments

	Description	Current Budget	Additional Budget	Est. Budget
1)	Replace/Refurbish Passenger Boarding Bridges	\$ 23,300,000	\$ 9,000,000	\$ 32,300,000
2)	SDIA Airport Development Plan	6,500,000	2,500,000	9,000,000
3)	Rehabilitate Runway 9-27	19,600,000	1,500,000	21,100,000
4)	Rehabilitate Cross Taxiways & CT Apron	12,289,440	1,700,000	13,989,440
5)	Capital Project Allowance (FY2017)	-	5,000,000	5,000,000
6)	Public Art Allowance	1,374,441	248,689	1,623,130
7)	FMD Capital Allowance (FY2017-2021)	3,807,714	<u>8,600,000</u>	12,407,714
Total Proposed Current CIP Project Adjustments			\$ 28,548,689	
Total FY 2017-2021 Proposed New CIP Project & Adjustments			<u>\$ 96,679,419</u>	

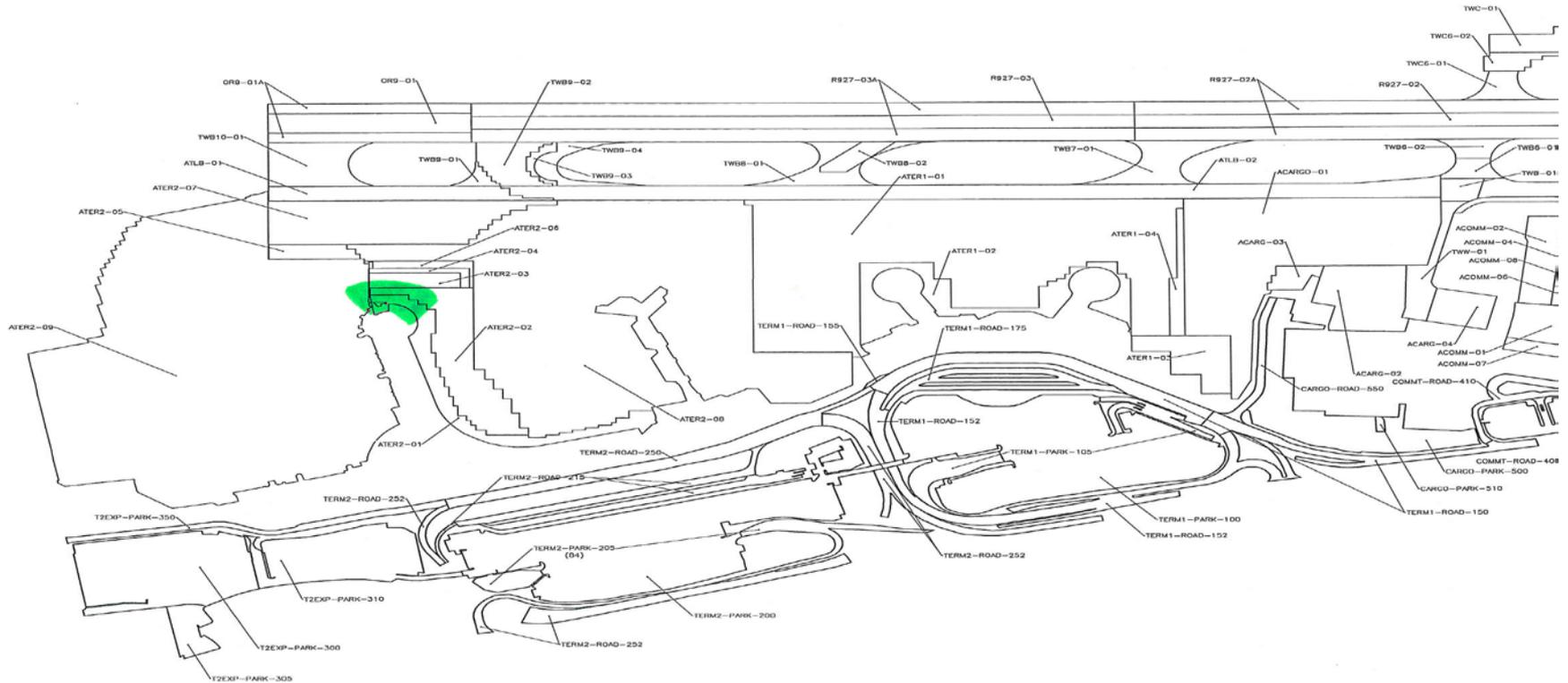
Proposed New FY 2017 - FY2021 ADP Projects

	Description	Est. Budget
1)	Construct Taxiway "A" (2021-2022)	\$ 36,900,000
2)	ADP – Programmatic Documents (2016-2018)	<u>18,000,000</u>
	Total FY2017-2021 Proposed New ADP Projects	\$ <u>54,900,000</u>

Prioritization Criteria

1	Preserve Part 139 or other regulatory compliance
2	Preserve physical plant functions – Fire/Life/Safety, M/E/P and Core Network
3	Preserve Airport access, roadways and parking
4	Enhance safety or security
5	Enhance customer service / revenue / cost savings

Rehabilitate Gates 40/41 Apron Pavement



Rehabilitate Gates 40/41 Apron Pavement

Scope:

- Rehabilitate per 2015 Pavement Management Study (2017)
- Full Portland Cement Concrete (PCC) replacement of 40 panels
 - Approximately 7,200 sq. ft. of apron panels
- Provide safe operating conditions on apron

Strategies :

- Financial
- Customer
- Operations

1	Preserve Part 139 or other regulatory compliance
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Estimated Cost	Duration
\$1,172,300	15 months

Terminal 2 Loop Pavement Seal Coat

Scope:

- Rehabilitate per 2015 Pavement Management Study (2017)
- Seal coat 128,000 sq. ft. of pavement, apply new markings
- Will involve night work to accommodate operations

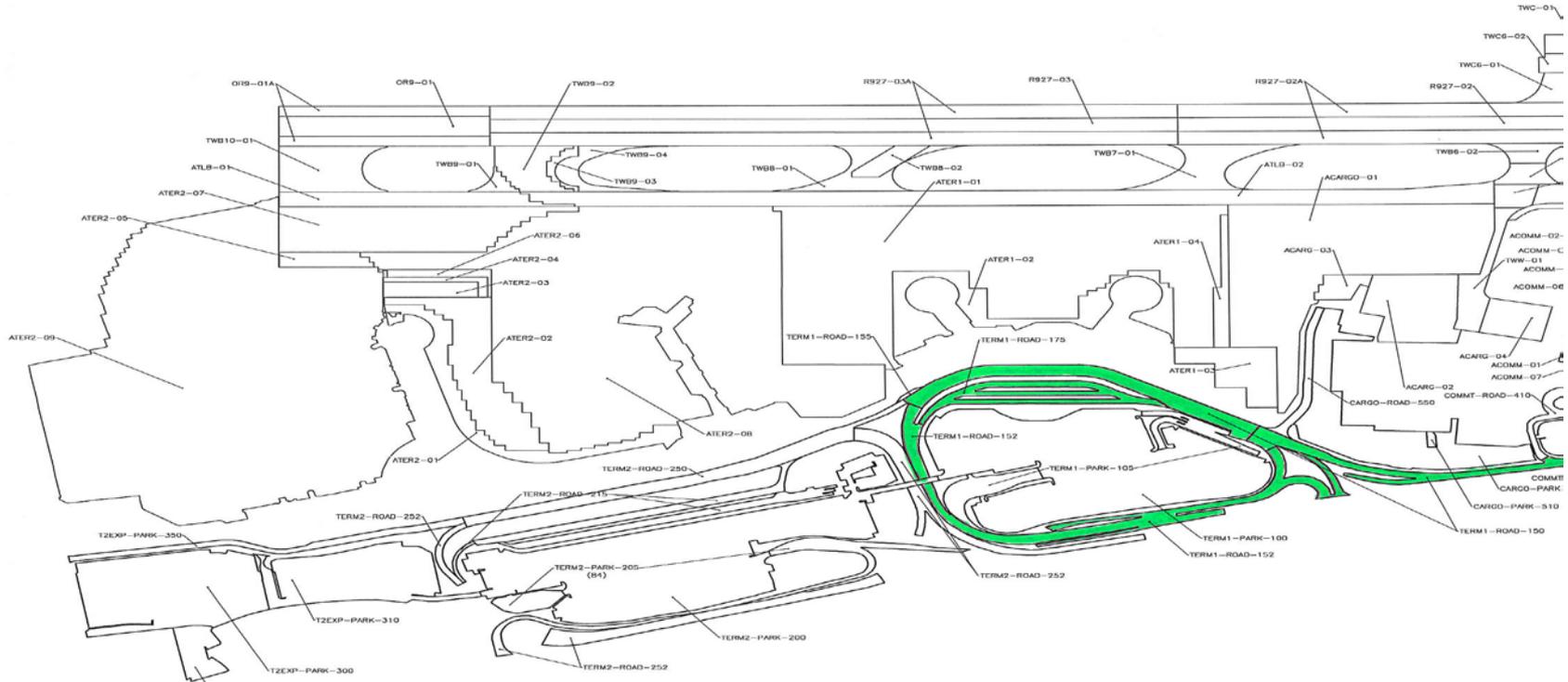
Strategies :

- Financial
- Customer
- Operations

3	Preserve Airport access, roadways, and parking
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Estimated Cost	Duration
\$750,230	13 months

Rehabilitate Terminal 1 Loop Pavement

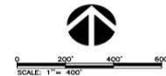


Rehabilitate Terminal 1 Loop Pavement



LEGEND:

- 1 FULL DEPTH REPAIR LOCATIONS. SEE PHOTOS



Rehabilitate Terminal 1 Loop Pavement



LEGEND:

- 19 FULL DEPTH REPAIR LOCATIONS. SEE PHOTOS



Rehabilitate Terminal 1 Loop Pavement

Scope:

- Rehabilitate per 2015 Pavement Management Study (2018)
- Rehabilitate 188,000 sq. ft. with 2" mill & overlay
- Rehabilitate 100,000 sq. ft. of full-depth, partial A/C replacement
- Involves phasing and all night work to accommodate operations and minimize impacts

Strategies :

- Financial
- Customer
- Operations

3	Preserve Airport access, roadways, and parking
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Estimated Cost	Duration
\$5,582,000	19 months

Rehabilitate North Side Vehicle Service Rd.



Rehabilitate North Side Vehicle Service Rd.

Scope:

- Remove & replace sub-base/asphalt to support heavy fuel trucks & ARFF vehicles
- Replace single lane with dual lane east of ILS glideslope antenna & relocate road further north
- Construct proper drainage to eliminate flooding
- Cap pavement in areas adjacent to Taxiway J and the FBO

Strategies :

- Financial
- Customer
- Operations

1	Preserve Part 139 or other regulatory compliance
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Estimated Cost	Duration
\$12,200,000	22 months

Rehabilitate Terminal 2 Apron Pavement

Scope:

- Rehabilitate per 2015 Pavement Management Study (2020)
- Approximately 49,000 sq. ft. of partial slab replacement & 1.1M sq. ft. of renovation and rehabilitation
- Provide safe taxiway and apron areas for airport operations

Strategies :

- Financial
- Customer
- Operations

1	Preserve Part 139 or other regulatory compliance
----------	---

Estimated Cost	Duration
\$16,589,200	22 months

Rehabilitate South Side Cargo Apron Pavement

Scope:

- Rehabilitate per 2015 Pavement Management Study (2021)
- Approximately 136,000 sq. ft. of asphalt rehabilitation and 37,000 sq. ft. of full cement concrete (PCC) replacement
- Provide safe apron areas for airport operations

Strategies :

- Financial
- Customer
- Operations

1	Preserve Part 139 or other regulatory compliance
----------	---

Estimated Cost	Duration
\$7,048,200	19 months

Rehabilitate Terminal 2 Loop Pavement

Scope:

- Rehabilitate per 2015 Pavement Management Study (2020)
- Rehabilitate approx. 128,000 sq. ft. of asphalt with mill & overlay
- Will involve night work to accommodate operations and minimize impacts

Strategies :

- Financial
- Customer
- Operations

3	Preserve Airport access, roadways, and parking
----------	---

Estimated Cost	Duration
\$2,111,000	16 months

Replace Sidewalk at Existing T2W to Green Build



Replace Sidewalk at Existing T2W to Green Build

T2W Sidewalk Images



T2E Sidewalk Images



Replace Sidewalk at Existing T2W to Green Build

Scope:

- Replace cracking/spalling/faulting of approximately 25,400 sq. ft. of concrete sidewalk/curb and base
- Eliminate potential trip and/or fall hazards
- Provide a more pleasant customer experience while traversing our sidewalks

Strategies :

- Customer
- Operations

4

Enhance safety or security

Estimated Cost	Duration
\$1,808,000	16 months

Admiral Boland Way Entry/Exit Gates



Admiral Boland Way Entry/Exit Gates

Scope:

- Install gates at north/south ends of Admiral Boland Way to deter auto/pedestrian access
- Includes CCTV, lights, electrical upgrades to support gates
- Gates operate electronically and maintain RCC bus schedules
- Addresses and minimizes safety/risk exposure for Airport

Strategies :

- Operations

4

Enhance safety or security

Estimated Cost	Duration
\$2,152,000	15 months

Acquire RCC Buses



Acquire RCC Buses

Scope:

- Purchase 8-10 LNG buses for RCC shuttle
- Provide additional buses to meet customer demand

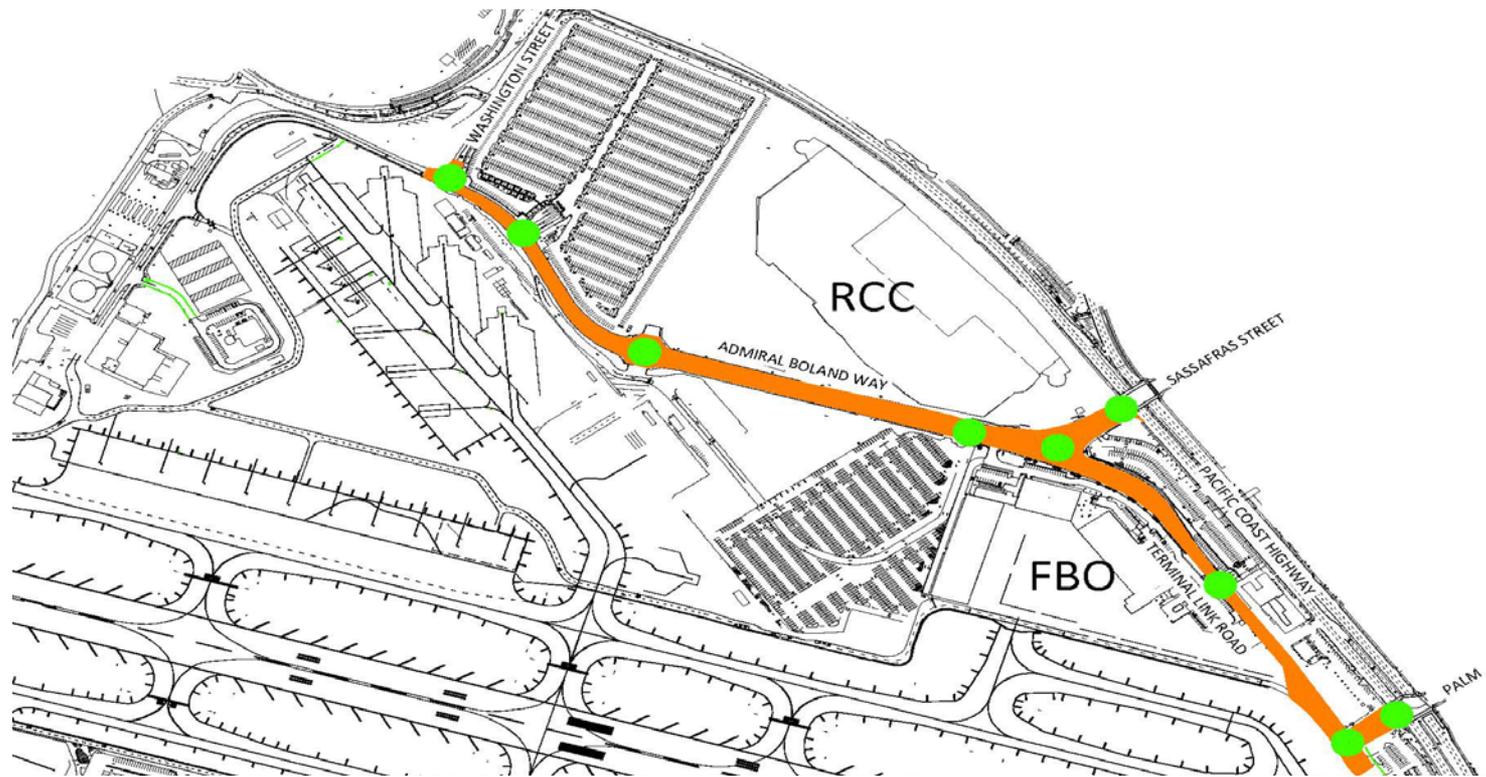
Strategies :

- Financial
- Customer
- Operations

3	Preserve Airport access, roadways, and parking
----------	---

Estimated Cost	Duration
\$5,000,000	24 months

Admiral Boland Way Signage & Traffic Analysis



Admiral Boland Way Signage & Traffic Analysis

Scope:

- Prepare traffic analysis from Washington St. to Palm Ave.
- Identify regulatory signage, wayfinding and safety improvements
- Enhance access and customer satisfaction

Strategies :

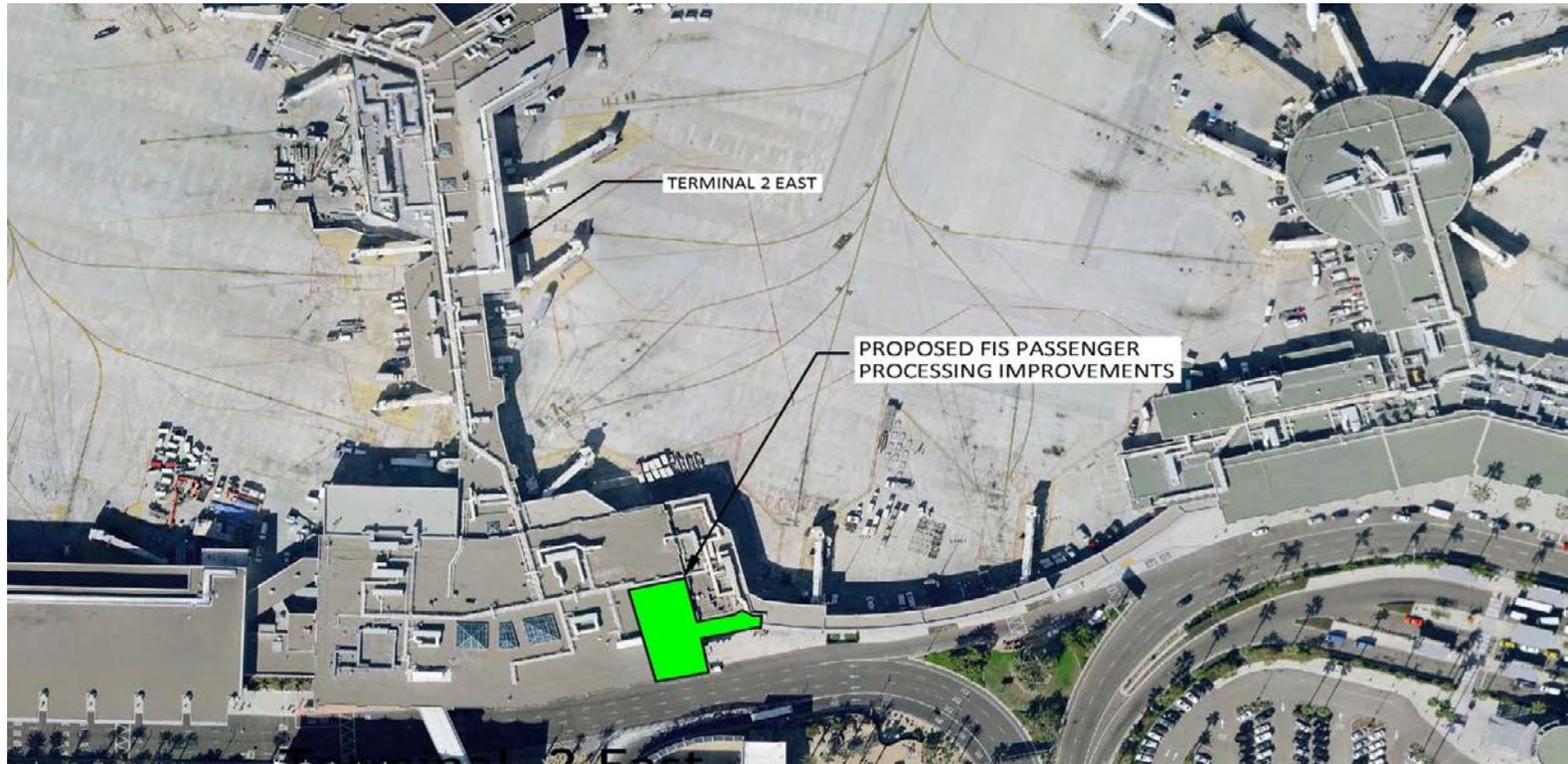
- Customer
- Operations

3

Preserve Airport access, roadways, and parking

Estimated Cost	Duration
\$500,000	12 months

Improvements to FIS Facility



Improvements to FIS Facility

FIS PROCESSING BOOTHS 1ST FLOOR



INSTALL ADA STAINLESS STEEL SHELF.

COVER FRONT OF PROCESSING BOOTH W/ STAINLESS STEEL

INSTALL STAINLESS STEEL CORNER GUARD (TYP)

NOTE:

1. COVER FRONT OF ALL PROCESSING BOOTHS W/ STAINLESS STEEL.
2. REPLACE ONLY DAMAGED EXISTING PLEXIGLAS AT PROCESSING BOOTHS.
3. VERIFY ADA COMPLIANCE FOR PROCESSING BOOTHS.

FIS PROCESSING BOOTHS 2ND FLOOR



COVER FRONT OF PROCESSING BOOTH W/ STAINLESS STEEL

INSTALL 8" HIGH STAINLESS STEEL BASE

FIS PROCESSING BOOTHS 2ND FLOOR

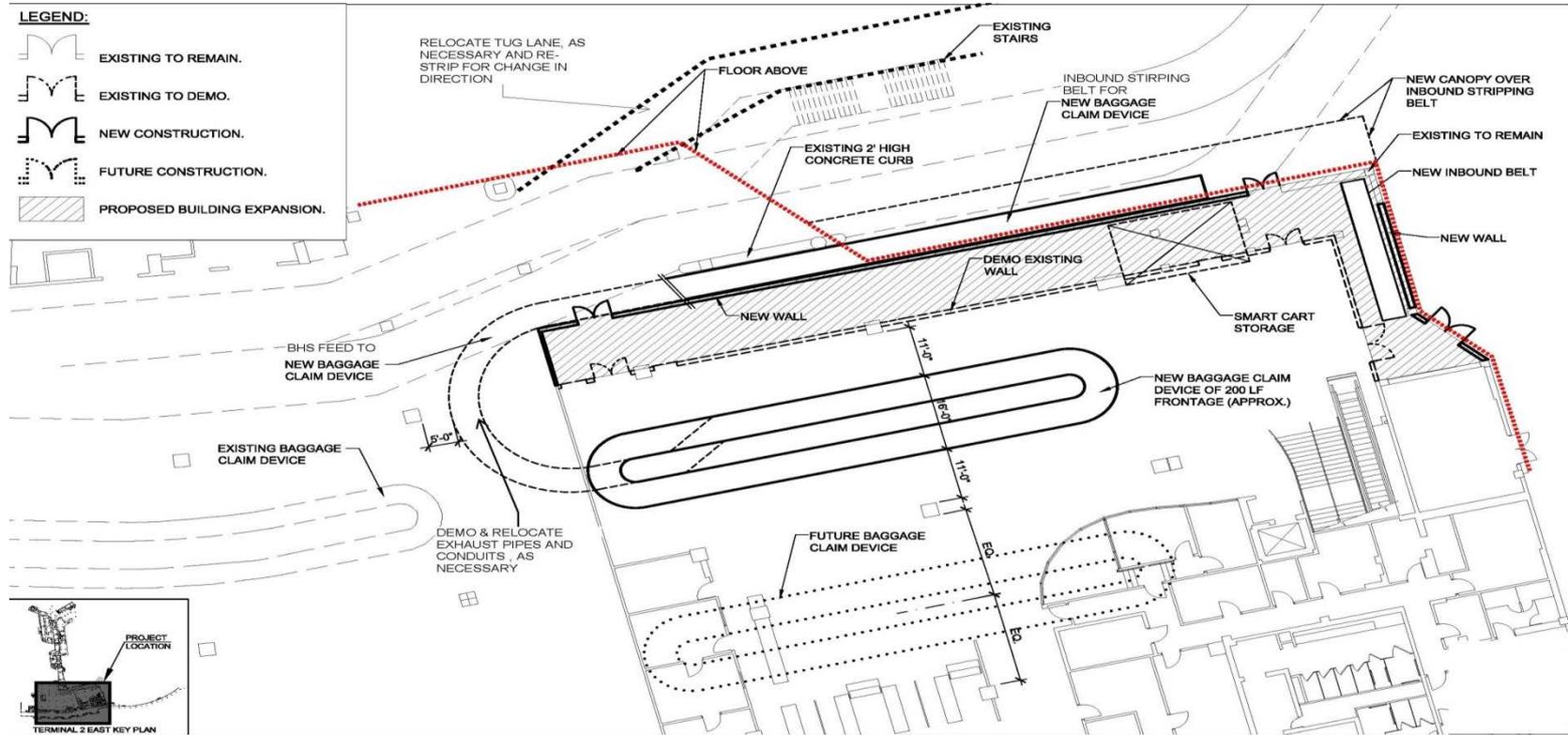


INSTALL FULL HEIGHT STAINLESS STEEL WAINSCOT ON ALL DIVIDING WALLS (TYP. @ 2ND FLOOR BOOTHS)

COVER FRONT OF PROCESSING BOOTH W/ STAINLESS STEEL



Improvements to FIS Facility



Improvements to FIS Facility

Scope:

- Upgrade to facility installed in 2001
- Replace carpet with vinyl flooring, remove wallpaper, paint entire facility and install stainless steel wainscot
- Install magnetic stanchions upstairs/downstairs to improve passenger flow
- Replace/repair inspection booths
- Replace baggage carousel to expedite customer processing

Strategies :

- Customer
- Operations

5

Enhance customer service / revenue / cost savings

Estimated Cost	Duration
\$6,317,800	17 months

Replace Generator at Central Utility Plant



Replace Generator at Central Utility Plant

Scope:

- Replace existing emergency power generator to handle CUP and future Parking Plaza IT equipment, security system & booth lighting
- Infrastructure to connect new generator in Parking Plaza project
- Provides higher capacity for future power needs

Strategies :

- Financial
- Operations

2

Preserve physical plant functions – Fire/Life/Safety, M/E/P and Core Network

Estimated Cost	Duration
\$6,100,000	12 months

Facilities Condition Assessment



Facilities Condition Assessment

Scope:

- Provide a roadmap towards the 20-yr strategic planning (2021)
- Provides definitive long & short range understanding of costs associated with facilities maintenance and/or replacement
- Improve PM scheduling, establishment of annual maintenance budgets & long term replacement costs

Strategies :

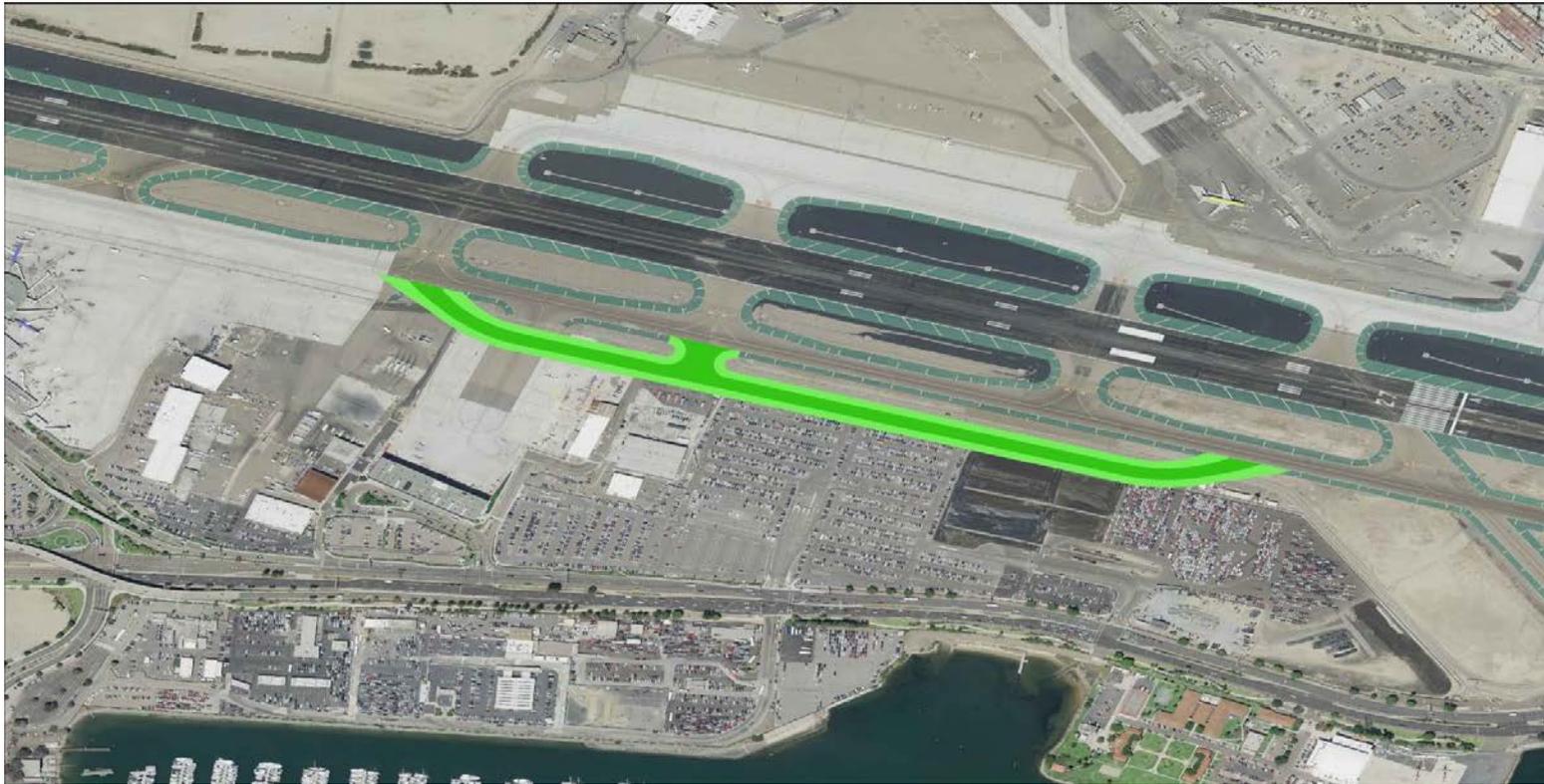
- Financial
- Operations

2

Preserve physical plant functions – Fire/Life/Safety, M/E/P and Core Network

Estimated Cost	Duration
\$800,000	12 months

Construct Taxiway A (ADP Project)



Construct Taxiway A (ADP Project)

Scope:

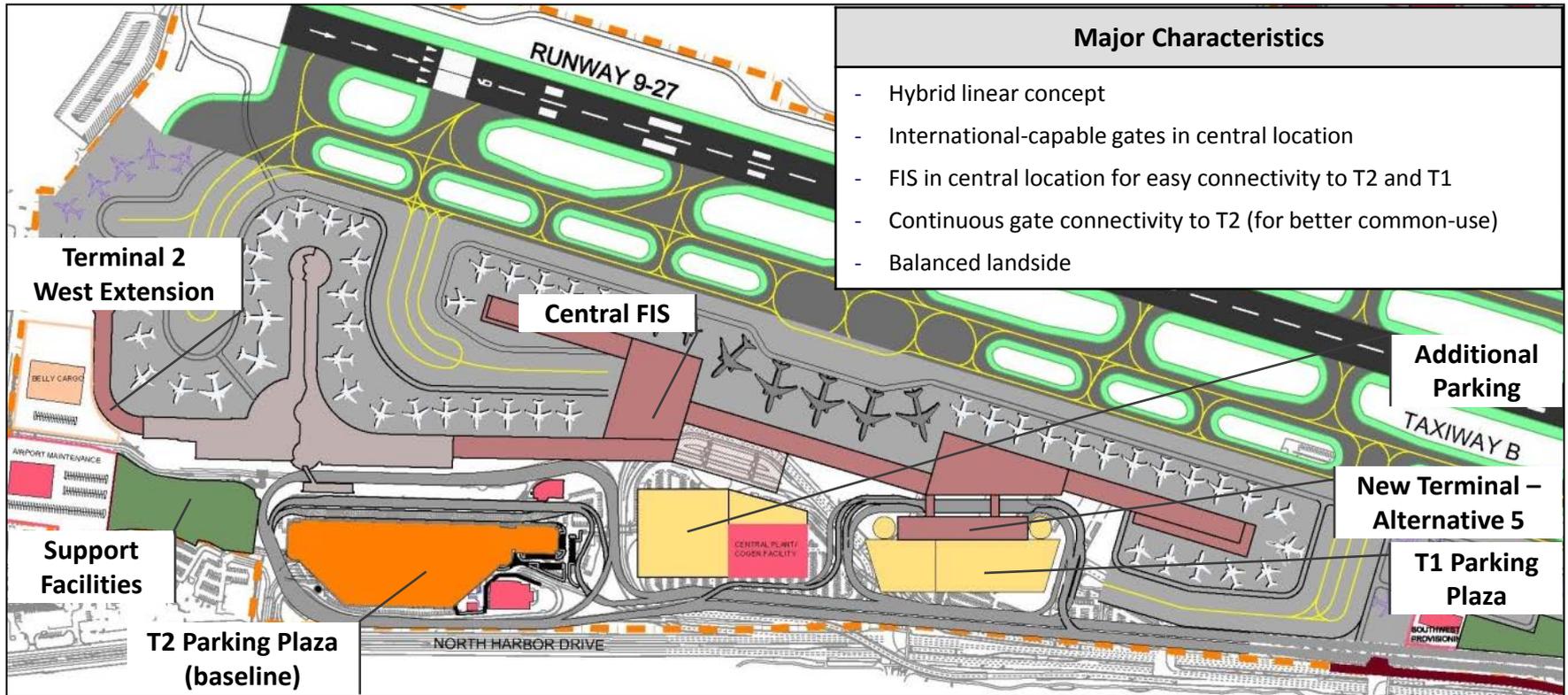
- Federal Grant funds requested for 2021
- Construct new taxiway parallel to Taxiway B
- Approximately 2,800' x 200' of concrete and asphalt
- Includes lighting, storm drain & electrical upgrades, striping and security fencing

Strategies :

- Financial
- Customer
- Operations

Estimated Cost	Duration
\$36,900,000	18-20 months

ADP Programmatic Documents



ADP Programmatic Documents

Scope:

- Preparation of programmatic documents for the Airport Development Program
- Define criteria and standards for project design & construction
- Sufficient detail to support RFQ for design teams & contractors

Strategies :

- Financial
- Operations

Estimated Cost	Duration
\$18,000,000	24 months

SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY

STAFF REPORT

Meeting Date: **MAY 19, 2016**

Subject:

Business and Travel Expense Reimbursement Reports for Board Members, President/CEO, Chief Auditor and General Counsel When Attending Conferences, Meetings, and Training at the Expense of the Authority

Recommendation:

For information only.

Background/Justification:

Authority Policy 3.30 (2)(b) and (4)(b) require that business expenses reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting. Authority Policy 3.40 (2)(b) and (3)(b) require that travel expense reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

The attached reports are being presented to comply with the requirements of policies 3.30 and 3.40

Fiscal Impact:

Funds for Business and Travel Expenses are included in the FY 2015-2016 Budget.

Authority Strategies:

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

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Environmental Review:

- A. This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. §15378. This Board action is not a “project” subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

Application of Inclusionary Policies:

Not applicable.

Prepared by:

TONY RUSSELL
DIRECTOR, CORPORATE & INFORMATION GOVERNANCE/AUTHORITY CLERK

TRAVEL REQUEST

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

GENERAL INSTRUCTIONS:

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

1. TRAVELER:

Travelers Name: Thella F. Bowens Dept: 6
Position: Board Member President/CEO Gen. Counsel Chief Auditor
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 5/6/16 PLANNED DATE OF DEPARTURE/RETURN: 5/23/16 / 5/25/16

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: Meeting with CBP and other Executive Branch Officials
Explanation: _____

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:	
• AIRFARE	\$ 700.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 100.00
B. LODGING	\$ 850.00
C. MEALS	\$ 200.00
D. SEMINAR AND CONFERENCE FEES	\$
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
TOTAL PROJECTED TRAVEL EXPENSE	<u>\$ 1900.00</u>

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

Travelers Signature: Thella F. Bowens Date: 6 May 2016

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

By my signature below, I certify the following:

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

Administrator's Signature: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, _____, hereby certify that this document was approved
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)
by the Executive Committee at its _____ meeting.
(Leave blank and we will insert the meeting date.)

TRAVEL EXPENSE

DAVID ALVAREZ

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
TRAVEL EXPENSE REPORT**

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

TRAVELER: David Alvarez DEPT. NAME & NO. Board/2
 DEPARTURE DATE: 4/17/2016 RETURN DATE: 4/20/2016 REPORT DUE: 6/20/16

DESTINATION: San Diego Regional Chamber of Commerce California-Mexico Trade Initiative XI - Mexico City

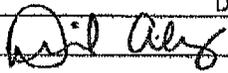
Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please attach all required supporting documentation. All receipts must be detailed, (credit card receipts do not provide sufficient 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	
		4/17/16	4/18/16	4/19/16	4/20/16				
Air Fare, Railroad, Bus (attach copy of Itinerary w/charges)	353.01								0.00
Conference Fees (provide copy of flyer/registration expenses)	1,700.00								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.)*		13.20		8.49	6.41				27.10
Hotel*		298.91	298.91	298.91					896.73
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)		2.78	5.01	6.01	7.77				20.56
Meals (include tips pd.)	Breakfast*								0.00
	Lunch*		43.34						43.34
	Dinner*								0.00
	Other Meals*		2.53	1.84					4.37
Alcohol is a non-reimbursable expense									0.00
Hospitality ¹ *									24.88
Miscellaneous: foreign transaction fee					24.88				0.00
									0.00
									0.00
*Provide detailed receipts									0.00
Total Expenses prepaid by Authority	2,063.01	314.87	349.79	314.25	38.08	0.00	0.00	0.00	1,016.97

Explanation:	Total Expenses Prepaid by Authority	2,063.01
	Total Expenses Pd. by Employee (including cash advances)	1,016.97
	Grand Trip Total	3,079.98
	Less Cash Advance (attach copy of Authority ck)	0.00
	Less Expenses Prepaid by Authority	2,063.01
	Due Traveler (positive amount)²	1,016.97
Due Authority (negative amount)³	1,016.97	

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 Policy⁴ and 3.30 - Business Expense Reimbursement Policy⁵ and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By: Dawn D'Acquisto Ext.: 2563
 Traveler Signature:  Date: 5-3-2016
 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.



JW MARRIOTT.

MEXICO CITY

JW Marriott Hotel Mexico City
 Andres Bello No 29
 Col. Polanco Chapultepec
 Mexico D.F. C.P. 11660
 Tel (52,55) 5,999,0000
 Fax (52,55) 5,999,0001
 www.marriott.com

Mr David Alvarez
 3225 N. Harbor Dr.
 NA
 San Diego CA 92101

Membresia / Membership : 194864767
 Compañía / Company : CALIFORNIA-MEXICO TR

Guest Follo : 28085821
 Hab. / Room No : 1611
 Passport :
 Fecha / Date : 20-04-16
 Llegada / Arrival : 17-04-16
 Salida / Departure : 20-04-16
 No Conf / Conf No : 82839163
 Cajero / Cashier : Valeria Sanchez
 Time : 08:41:30 AM

Fecha/Date	Descripción/Description	E-C	Charges	Credits
17-04-16	Room Charge - Hospedaje		4,332.60	249.54
17-04-16	-16% Room Tax - IVA		693.22	39.93 > 296.96
17-04-16	-3 % City Tax - Impuesto Hospedaje		129.98	7.49
18-04-16	Room Charge - Hospedaje		4,332.60	
18-04-16	-16% Room Tax - IVA		693.22	> 296.96
18-04-16	-3 % City Tax - Impuesto Hospedaje		129.98	
18-04-16	Cafe Punta del Clelo - Cafeteria		44.00	2.53
18-04-16	Tip Housekeeping		261.00	15.03
18-04-16	Tip BellBoy		95.70	5.51
19-04-16	Room Charge - Hospedaje		4,332.60	
19-04-16	-16% Room Tax - IVA		693.22	> 296.96
19-04-16	-3 % City Tax - Impuesto Hospedaje		129.98	
19-04-16	Cafe Punta del Clelo - Cafeteria		32.00	1.84
20-04-16	Amex			15,900.10 - 915.79
	XXXXXXXXXX	XXXX		
Total			15,900.10	15,900.10
Balance			0.00	MXN

Your Marriott Rewards Points/Frequent Flyer Miles earned will be credited to your account and will appear on your next statement.

Firma Huésped / Guest Signature _____



Transaction Details Prepared for
David A Alvarez
Account Number
XXXX-XXXXXX-XXXX-XXXX

DATE	DESCRIPTION	CARD MEMBER	AMOUNT
APR20 2016	MARRIOTT - MEXICO, ME	DAVID A ALVAREZ	\$921.63

<p>Doing business as: JW MARRIOTT HOTEL MEXICO ANDRES BELLO 29 POLANCO MIGUEL HIDALGO MEXICO 11560 MEXICO</p> <p>Foreign Spend Amount: 15,900.10 MEXICAN PESO Additional Information: 1001755005510000111 Reference: [REDACTED] Category: Travel - Lodging</p>	<p>Itinerary Details</p> <p>Arrival [REDACTED] 04/17/16</p> <p>Departure [REDACTED] 04/20/16</p> <hr/> <p>LODGING 555-999-0111</p>
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Transaction Details Prepared for
David A Alvarez
Account Number
XXXX-XXXX

DATE	DESCRIPTION	CARD MEMBER	AMOUNT
APR20 2016	FOREIGN TRANSACTION FEE	DAVID A ALVAREZ	\$24.88
Additional Information: MARRIOTT \$921.63 Reference: [REDACTED] Category: Fees & Adjustments - Fees & Adjustments			

DULCE PATRIA en LAS ALCOBAS

Operadora Nemi, S. A. de C. V.
ONE 040707 54A
Monte Pelvoux 120 5 B
Lomas de Chapultepec, Mexico D. F.
C.P. 11000 Tel. 3300-3999
Sucursal: Anatole France 100
Cul. Polanco Reforma
Del. Miguel Hidalgo C.P. 11550
Distrito Federal
Regimen General de Ley
de Personas Morales

Dulce Patria

50033 Juan Gabriel Colin

CHK 204 TBL 11/1
GST 2
4/19/2016 1:43 PM

Comedor

2 1/2 Cebiche Vampiro	169.00	9.60
4 Papalote Pza	222.00	
1 Costilla de cerdo	386.00	27.92
1 Pato al mole negro	296.00	
1 Pastel de elote	169.00	
2 Dulces Mexicanos	0.00	
1 Agua floral con coco	78.00	4.43
1 Agua de horchata	70.00	
1 Cafe Capuchino	58.00	

Subtotal \$1448.00
Total \$1448.00

Un mil cuatrocientos cuarenta y ocho pesos, 00/100 M.N.

Exped. en: Mexico DF a 19-ABR-2016 15:25
Unidad de medida no aplica

Prop/Tip: _____
Total: _____
Name/Nombre: _____
Hab/Room: _____

Servicio No Incluido
Gratuity Not Included
Gracias por su Confianza.

Gracias por su preferencia

Gracias por su preferencia

Gracias por su preferencia

DULCE PATRIA
ANATOLE FRANCE 100

540030122

NUMERO DE PUNTO DE VENTA

Gracias por su preferencia

ABR 15 15:30

TIPO DE TRANSACCION VENTA

CARGO 007750 TERMINAL 15000061

RRN 013497912418 LOTE NUM 000849

MESA: 11

DESCRIPCION DE LA TRANSACCION

SERVICIO

Gracias por su preferencia

MONTO \$ 1,448.00

PROP. \$ 260.00

14.77/2 = 7.39

TOTAL \$ 1,708.00

COPIA CLIENTE

ALVAREZ-DAVID A

AMERICAN EXPRESS

Gracias por su preferencia

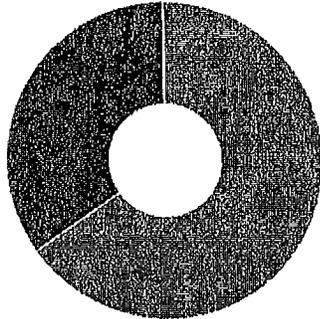
Gracias por su preferencia



Transaction Details Prepared for
David A Alvarez
 Account Number
 XXXX-XXXXXX-XXXX

Spend By: Category

Filtered By: All Categories



Merchandise & Services	\$27.10
Transportation	\$14.41
TOTAL:	\$41.51

SHOWING YOUR CATEGORIES

Note: Data shown does not include Pending Charges or Payments. These categories are different from the categories that are eligible for additional rewards. For information about categories eligible for additional rewards click here.

DATE	DESCRIPTION	CARD MEMBER	AMOUNT
APR 20 2016	UBER BV - MEXICO CITY, ME	DAVID A ALVAREZ	\$5.41
APR 19 2016	UBER BV - MEXICO CITY, ME	DAVID A ALVAREZ	\$6.48
APR 19 2016	UBER BV - MEXICO CITY, ME	DAVID A ALVAREZ	\$2.01
APR 17 2016	UBER BV - MEXICO CITY, ME	DAVID A ALVAREZ	\$8.89
APR 17 2016	UBER BV - MEXICO CITY, ME	DAVID A ALVAREZ	\$4.31

1 - 6 of 6 Transactions

Payments.....	\$0.00
Charges.....	\$41.51
Credits.....	\$0.00
Total.....	\$41.51

Total of Charges and Credits, does not include Previous Balance or Payments

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: David Alvarez Dept: 2
Position: Board Member President/CEO Gen. Counsel Chief Auditor
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 2/12/16 **PLANNED DATE OF DEPARTURE/RETURN:** 4/17/16 / 4/20/16

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

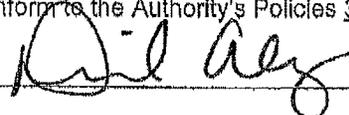
Destination: Mexico City Purpose: Attend Conference
Explanation: San Diego Regional Chamber of Commerce California-Mexico Trade Initiative XI

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$	<u>750</u>
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	<u> </u>
B. LODGING	\$	<u>750</u>
C. MEALS	\$	<u> </u>
D. SEMINAR AND CONFERENCE FEES	\$	<u>1700</u>
E. ENTERTAINMENT (If applicable)	\$	<u> </u>
F. OTHER INCIDENTAL EXPENSES	\$	<u>100</u>
TOTAL PROJECTED TRAVEL EXPENSE	\$	<u>3300</u>

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

Travelers Signature:  Date: 2-11-2016

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 3/7/16 meeting.
(Leave blank and we will insert the meeting date.)



Traveltrust Corporation
 374 North Coast Hwy 101, Suite F
 Encinitas, CA 92024
 Phone: (760) 635-1700



Wednesday, 23MAR 2016 05:04 PM EDT

Passengers: DAVID ALVAREZ (06)

Agency Reference Number: XBQETU

Click here to view your current itinerary or ETicket receipt on-line: trjpcase.com

Interjet/ABC Aerolineas S.A. Confirmation UCLNYQ

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt
 Be sure to visit www.traveltrust.com for additional travel information

You are a valued client and we want to do everything possible to make your trip enjoyable and worry free.
 Because the unexpected can occur, we offer the Travel Insured Plan. It has excellent
 benefits and combines insurance coverage with Emergency Hotline Services. Please click the following link
 for a free quote or more information. [Click Here](#) (Currently Available For U.S. Departures Only)

FOR TRAVEL TO MEXICO A US CITIZEN
 MUST HAVE A VALID PASSPORT
 FOR TRAVEL TO MEXICO A US CITIZEN
 MUST HAVE A VALID PASSPORT

YOU CANNOT TRAVEL OUT OF THE UNITED STATES IF YOUR US
 PASSPORT EXPIRES WITHIN 6 MONTHS OF YOUR DEPARTURE DATE
 YOUR INTERNATIONAL TRAVEL MAY REQUIRE VACCINATIONS
 PLEASE CHECK WWW.CDC.GOV FOR LATEST REQUIREMENTS

CERTAIN FARES MAY REQUIRE REISSUANCE AT TIME OF
 CANCELLATION. PLEASE CONTACT THE AIRLINE OR TRAVELTRUST

<p>AIR Friday, 15APR 2016</p> <p>Interjet/ABC Aerolineas S.A. From: Tijuana BC, Mexico To: Mexico City DF, Mexico Stops: Nonstop</p> <p>Equipment: Airbus A320 Jet SEAT 9A - WINDOW CONFIRMED Interjet/ABC Aerolineas S.A. Confirmation number is UCLNYQ</p>	<p>Flight Number: 2405 Depart: 12:25 AM Arrive: 05:50 AM Duration: 3 hour(s) 25 minute(s) Status: CONFIRMED</p>	<p> Class: Y-Y Miles: 1422 / 2275 KM</p>
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<p>AIR Wednesday, 20APR 2016</p> <p>Interjet/ABC Aerolineas S.A. From: Mexico City DF, Mexico To: Tijuana BC, Mexico Stops: Nonstop</p> <p>Equipment: Airbus A320 Jet SEAT 4F - WINDOW CONFIRMED</p>	<p>Flight Number: 2404 Depart: 10:40 AM Arrive: 12:16 PM Duration: 3 hour(s) 35 minute(s) Status: CONFIRMED</p>	<p> Class: Y-Y Miles: 1422 / 2275 KM</p>
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Interjet/ABC Aerolineas S.A. Confirmation number is UCLNYQ

A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN
UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.
INTERJET/ABC AEROLINEAS S.A. CONFIRMATION NUMBER - UCLNYQ
FOR EMERGENCY SERVICE FROM MEXICO - 001-800-369-7815

Ticket/Invoice Information

Ticket for: DAVID ALVAREZ
Ticket Nbr: 403333333333 Electronic Tkt: No Amount: 313.01
Base: 232.15 Tax: 80.86
Charged to: AX*****

Service fee: DAVID ALVAREZ
Date issued: 3/23/2016
Document Nbr: XD0673986867 Amount: 40.00
Charged to: AX*****1013

Total Tickets: 313.01
Total Fees: 40.00
Total Amount: 353.01

TSA Guidance- a government issued photo id is needed for checkin.
Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic.
For Additional security information visit www.tsa.gov.

Thank you for choosing Traveltrust!
Our Business Hours are 1am-5:30pm Pacific Monday - Friday,
Saturday from 9am-1pm Pacific.
For EMERGENCY AFTERTHOUS assistance in the US, please call 888-221-6043 and use VIP Code SJE72.
You can also use the Direct Dial Number 682-233-1914 or the collect number 682-647-0061.
Each call is billable at a minimum \$25.00.

« All Events (<http://sdchamber.org/events/>)

CALIFORNIA-MEXICO TRADE INITIATIVE IN MEXICO CITY XI

April 17 @ 7:00 pm - April 20 @ 2:00 pm



The 11th Annual California-Mexico Trade Initiative in Mexico City provides an opportunity for participants to meet with key federal officials, diverse business industry representatives and organizations to discuss international commerce, foreign investment opportunities and cultivate political and business relationships.

Border infrastructure, renewable energy projects, investment in telecommunications, and cross-border tourism are some of the major focus areas for 2016.

Mexico City was named the #1 Place to Go in 2016 (http://www.nytimes.com/interactive/2016/01/07/travel/places-to-visit.html?_r=1) according to The New York Times!

EVENT DETAILS

Date: April 17 – 20, 2016

Location:

JW Marriott Hotel Mexico City

Andres Bello #29

Mexico City, DF 11560

Click for map/directions

(<https://www.google.com/maps/place/JW+Marriott+Hotel+Mexico+City/@19.4269657,3m114b114m213m111s0x85d201ff2834e4b7:0x82d2cf1eb3d44e14>)

Contact Details:

Contact Person: Kelsey O'Lea (English)

Ph: 619-544-1343

Fax: 619-744-7443

Email: kolea@sdchamber.org (mailto:kolea@sdchamber.org)

Contact Person: Mayra Vazquez (Spanish)

Ph: 619-544-1316

Fax: 619-744-7416

Email: m vazquez@sdchamber.org (mailto:m vazquez@sdchamber.org)

REGISTRATION COST

Chamber Members:

\$1,700 per person (*until March 18*) – EARLY BIRD

\$2,300 per person (*between March 18 – April 8*)

\$1,300 for Spouse/Companion

Non-Members:

\$2,800 per person

Late Registration (between April 8 – 13*):

\$3,300 per person

**Absolutely no registration will be allowed after April 13, 2016. Payment must be received prior to departure for the trip.*

HOTEL

JW Marriott Hotel Mexico City

(<http://www.marriott.com/hotels/travel/mexjw-jw-marriott-hotel-mexico-city/>)

Andres Bello #29, Mexico City, DF 11560

We have secured a special room rate of \$249++ per night for standard rooms between April 17 – April 20, 2016 at the JW Marriott Hotel Mexico City. Attendees must mention the room block "California-Mexico Trade Initiative" when booking to receive the discounted rate.

Attendees can make reservations by calling (888) 813-2776 or following this link (http://www.marriott.com/meeting-event-hotels/group-corporate-travel/groupCorp.mi?resLinkData=CALIFORNIA-MEXICO%20TR%5Emexjw%60MTIMTIA%60249%60USD%60false%603%604/17/16%604/20/16%603/28/16&app=resvlink&stop_mobi=yes) to reserve online. Please make your hotel reservation by **Monday, March 28, 2016** to secure this special rate within the room block. Space is limited and not guaranteed.

TRAVEL

Tijuana International Airport:

Volaris offers the best rates at <http://volaris.com> (<http://volaris.com>). Call them at: USA 1-866-988-3527, MEX 01-800 122-8000. Other Airlines: Aeromexico (<http://aeromexico.com/en/us/>)

San Diego International Airport:

Volaris offers the best rates at <http://volaris.com> (<http://volaris.com>). Call them at: USA 1-866-988-3527, MEX 01-800 122-8000. Other Airlines: United (<https://www.united.com/ual/en/us/>) | American Airlines (http://www.aa.com/homePage.do?c=DSP||10172015|PUB|PUB|LNK||HOMEPAGE_REDIRECT_US_SUNSET) | Delta (<http://www.delta.com/>)

Cross Border Xpress (CBX)**:

CBX is a new enclosed pedestrian skywalk bridge exclusively for Tijuana Airport passengers who cross the US/Mexico border as part of their trip. More information can be found at: <https://www.crossborderxpress.com/> (<https://www.crossborderxpress.com/>).

****San Diego delegates flying out of Tijuana can take advantage of FREE roundtrip CBX tickets (\$24 value)! Email Mayra at mvazquez@sdchamber.org (mailto:mvazquez@sdchamber.org?subject=CBX ticket for Mexico City Trip) with your name, travel dates and times you will pass through CBX. Once we receive this information, your ticket vouchers will be processed and held at the CBX Concierge/Information Desk in Departures.**



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/BU 6
 DEPARTURE DATE: 4/9/2016 RETURN DATE: 4/18/2016 REPORT DUE: 5/18/16
 DESTINATION: Gold Coast, Australia

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							
		SUNDAY 4/17/16	MONDAY 4/18/16	TUESDAY	WEDNESDAY	THURSDAY 4/14/16	FRIDAY 4/15/16	SATURDAY 4/16/16	TOTALS
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$10,145.56								0.00
Conference Fees (provide copy of flyer/registration expenses)									0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*									0.00
Hotel*		224.86	24.39			224.86	224.86	224.86	923.83
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)									0.00
Meals (include tips pd.)	Breakfast*								0.00
	Lunch*							9.29	9.29
	Dinner*						27.79		27.79
	Other Meals*		2.82			8.63			11.45
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality ¹ *									0.00
Miscellaneous:									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
Total Expenses prepaid by Authority	10,145.56	224.86	27.21	0.00	0.00	233.49	252.65	234.15	972.36

Explanation:	Total Expenses Prepaid by Authority	10,145.56
	Total Expenses Incurred by Employee (including cash advances)	972.36
	Grand Trip Total:	11,117.92
	Less: Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	10,145.56
	Due Traveler (positive amount)²	
	Due Authority (negative amount)³	972.36
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

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

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy⁴ and 3.30 - Business Expense Reimbursement Policy⁵ and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By: Kim Ayers Ext.: 2447
 Traveler Signature: Thella F. Bowens Date: 5/6/16
 Approved By: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be certified if used by President/CEO, Gen. Counsel, or Chief Auditor)
 I, _____ hereby certify that this document was approved by the Executive Committee at its _____ meeting.
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)
 (Leave blank and we will insert the meeting date.)
 Failure to attach required documentation will result in the delay of processing reimbursement. If you have any questions, please see your department Administrative Assistant or call Accounting at ext. 2806.

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

GENERAL INSTRUCTIONS:

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

1. TRAVELER:

Travelers Name: Thella Bowers Dept: 6

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

2. DATE OF REQUEST: 1/25/16 PLANNED DATE OF DEPARTURE/RETURN: 4/13/16 / 4/18/16

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

Destination: Gold Coast, Australia Purpose: Attend ACI World Governing Board and ACI Fund Meeting

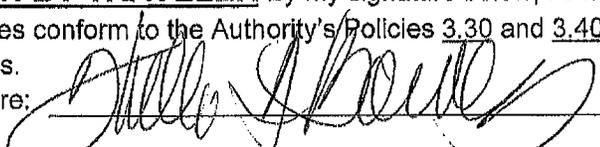
Explanation: _____

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$ 10145.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 100.00
B. LODGING	\$ 900.00
C. MEALS	\$ 400.00
D. SEMINAR AND CONFERENCE FEES	\$
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
TOTAL PROJECTED TRAVEL EXPENSE	\$ 11595.00

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

Travelers Signature:  Date: 1/28/16

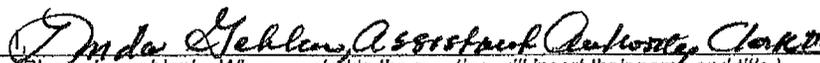
CERTIFICATION BY ADMINISTRATOR (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

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: _____

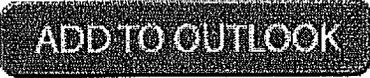
AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

 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 February 5, 2016 meeting.
(Leave blank and we will insert the meeting date.)



Traveltrust Corporation
 374 North Coast Hwy 101, Suite F
 Encinitas, CA 92024
 Phone: (760) 635-1700



Wednesday, 27 JAN 2016 03:24 PM EST

Passengers: THELLA BOWENS (06)

Agency Reference Number: CRHRIW

Click here to view your current itinerary or ETicket receipt on-line: tripcase.com

American Airlines Confirmation CRHRIW

Qantas Airways Confirmation YNQKY5

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt
 Be sure to visit www.traveltrust.com for additional travel information

You are a valued client and we want to do everything possible to make your trip enjoyable and worry free.
 Because the unexpected can occur, we offer the Travel Insured Plan. It has excellent
 benefits and combines insurance coverage with Emergency Hotline Services. Please click the following link
 for a free quote or more information. [Click Here](#) (Currently Available For U.S. Departures Only)

FOR TRAVEL TO AUSTRALIA A US CITIZEN
 MUST HAVE A VALID PASSPORT AND VISA

 YOU CANNOT TRAVEL OUT OF THE UNITED STATES IF YOUR US
 PASSPORT EXPIRES WITHIN 6 MONTHS OF YOUR DEPARTURE DATE
 YOUR INTERNATIONAL TRAVEL MAY REQUIRE VACCINATIONS
 PLEASE CHECK WWW.CDC.GOV FOR LATEST REQUIREMENTS

CERTAIN FARES MAY REQUIRE REISSUANCE AT TIME OF
 CANCELLATION. PLEASE CONTACT THE AIRLINE OR TRAVELTRUST

AIR	Saturday, 9 APR 2016	
American Airlines		
Operated By: COMPASS AIRLINES AS AMERICAN EAGLE	Flight Number: 5958	Class: N-Coach/Economy
From: San Diego CA, USA	Depart: 07:00 PM	
To: Los Angeles CA, USA	Arrive: 07:59 PM	
Stops: Nonstop	Duration: 0 hour(s) 59 minute(s)	
Seats: 09C	Status: CONFIRMED	Miles: 98 / 157 KM
Equipment: EMBRAER EMB 175		
DEPARTS SAN TERMINAL 2 - ARRIVES LAX TERMINAL 4		
Frequent Flyer Number: [REDACTED]		
AISLE SEAT CONFIRMED		
American Airlines Confirmation number is CRHRIW		

AIR	Saturday, 9 APR 2016	
Qantas Airways		
From: Los Angeles CA, USA	Flight Number: 0012	Class: I-Business
To: Sydney SYD NS, Australia	Depart: 10:30 PM	
Stops: Nonstop	Arrive: 06:30 AM 11APR	
Seats: 12E	Duration: 15 hour(s) 0 minute(s)	
	Status: CONFIRMED	Miles: 7495 / 11992 KM

Equipment: Airbus A380 Jet

MEAL: REFRSHMNT/COMP - MEALS

DEPARTS LAX TERMINAL TOM BRADLEY INTL TERM - ARRIVES SYD TERMINAL 1 INTERNATIONAL

Frequent Flyer Number: [REDACTED]

AISLE SEAT CONFIRMED

Qantas Airways Confirmation number is YNQKY5

AIR Monday, 11 APR 2016

Qantas Airways

Flight Number: 0860

Class: I-Business

From: Sydney SYD NS, Australia

Depart: 09:10 AM

To: Gold Coast QL, Australia

Arrive: 10:35 AM

Stops: Nonstop

Duration: 1 hour(s) 25 minute(s)

Seats: 02C

Status: CONFIRMED

Miles: 423 / 677 KM

Equipment: Boeing 737 Jet

MEAL: REFRSHMNT/COMP

DEPARTS SYD TERMINAL 3 DOMESTIC - ARRIVES OOL TERMINAL 1

Frequent Flyer Number: [REDACTED]

AISLE SEAT CONFIRMED

Qantas Airways Confirmation number is YNQKY5

AIR Monday, 18 APR 2016

Qantas Airways

Flight Number: 0861

Class: I-Business

From: Gold Coast QL, Australia

Depart: 07:20 AM

To: Sydney SYD NS, Australia

Arrive: 08:50 AM

Stops: Nonstop

Duration: 1 hour(s) 30 minute(s)

Seats: 02C

Status: CONFIRMED

Miles: 423 / 677 KM

Equipment: Boeing 737 Jet

MEAL: BREAKFAST

DEPARTS OOL TERMINAL 1 - ARRIVES SYD TERMINAL 3 DOMESTIC

Frequent Flyer Number: [REDACTED]

AISLE SEAT CONFIRMED

Qantas Airways Confirmation number is YNQKY5

AIR Monday, 18 APR 2016

Qantas Airways

Flight Number: 0011

Class: I-Business

From: Sydney SYD NS, Australia

Depart: 09:50 AM

To: Los Angeles CA, USA

Arrive: 06:30 AM

Stops: Nonstop

Duration: 13 hour(s) 40 minute(s)

Seats: 12E

Status: CONFIRMED

Miles: 7495 / 11992 KM

Equipment: Airbus A380 Jet

MEAL: LUNCH - REFRSHMNT/COMP

DEPARTS SYD TERMINAL 1 INTERNATIONAL - ARRIVES LAX TERMINAL TOM BRADLEY INTL TERM

Frequent Flyer Number: [REDACTED]

AISLE SEAT CONFIRMED

Qantas Airways Confirmation number is YNQKY5

AIR Monday, 18 APR 2016

American Airlines

Flight Number: 5955

Class: N-Coach/Economy

Operated By: COMPASS AIRLINES AS AMERICAN EAGLE

From: Los Angeles CA, USA

Depart: 10:25 AM

To: San Diego CA, USA

Arrive: 11:19 AM

Stops: Nonstop

Duration: 0 hour(s) 54 minute(s)

Seats: 09C

Status: CONFIRMED

Miles: 98 / 157 KM

Equipment: EMBRAER EMB 175

DEPARTS LAX TERMINAL 4 - ARRIVES SAN TERMINAL 2

Frequent Flyer Number: [REDACTED]

SOFITEL

LUXURY HOTELS

GOLD COAST BROADBEACH

TAX INVOICE

Ms Thelila Bowens
CA
United States

ROOM NO: 1407
ARRIVAL: 12/04/16
DEPARTURE: 18/04/16
CASHIER: 6

TAX INVOICE NO: 202129
INVOICE DATE: 18/04/16

HOTEL SOFITEL GOLD COAST, 18/04/16

PAGE (S)

1 of 2

DATE	DESCRIPTION	DEBIT	CREDIT
11/04/16	Accommodation Bowens Thelila #1407=>Bowens Thelila #1407	315.00	
12/04/16	On3 Breakfast Food Room# 1407 : CHECK# 20417	42.00	
12/04/16	Package Charge	290.00	
13/04/16	Package Charge	290.00	
14/04/16	Package Charge U.S. \$224.86	290.00	
15/04/16	Package Charge U.S. \$224.86	290.00	
16/04/16	Package Charge U.S. \$224.86	290.00	
17/04/16	Package Charge U.S. \$224.86	290.00	
18/04/16	Credit Card Surcharge U.S. \$ 24.39	31.46	
18/04/16	American Express		2,128.46

PERSONAL TRAVEL

* INDICATES NON-TAXABLE SUPPLY
In signing this bill I hereby acknowledge that all charges incurred are correct. I also agree that my liability for the account is not waived and I agree to be held personally responsible in the event that the indicated person, company or association fails to pay all or part of these charges.

TOTAL IN AUD 2,128.46 2,128.46

TOTAL CHARGES IN AUD 2,128.46

TOTAL INCLUDES GST OF AUD 193.54

SIGNATURE

BALANCE IN AUD 0.00 GST INCLUDE

CREDIT CARD RATE: \$1 = 1.28965 Aus \$

HOTEL TOTAL: \$923.83



SOFITEL
LUXURY HOTELS

GOLD COAST BROADBEACH

TAX INVOICE

Ms Thelja Bowens
CA
United States

ROOM NO: 1407
ARRIVAL: 12/04/16
DEPARTURE: 18/04/16
CASHIER: 6

TAX INVOICE NO: 202129
INVOICE DATE: 18/04/16

HOTEL SOFITEL GOLD COAST, 18/04/16

PAGE (5)

2 of 2

DATE	DESCRIPTION	DEBIT	CREDIT
Merchant ID		Credit Card AX	XXXXXXXXXX
Transaction I	401531	Credit Card Expiry	XX/XX
Approval Code	155745	Capture Method	: AX
Approval Amount	2,128.46	Transaction Amount	2128.46



Transaction Details Prepared for
 Thella F Bowens
 Account Number
 XXXX-XXXXXX

DATE	DESCRIPTION	AMOUNT
APR192016	SOFITEL GOLD COAST FRONT INT 616013514 - BROADBEACH, AU	\$1,650.41
Doing business as: SOFITEL GOLD COAST 81 SURF PARADE BROADBEACH 4218 AUSTRALIA		
Foreign Spend Amount: 2,128.46 AUSTRALIAN DOLLAR		
Additional Information: 00034889234 LODGING		
LODGING		
Reference: 320161100117610568		
Category: Travel - Lodging		
		RATE = \$1 = 1.28965 AUS



Transaction Details Prepared for
Thella F Bowens
 Account Number
 XXXX-XXXXXX-XXXX

DATE	DESCRIPTION	AMOUNT
APR15 2016	ROCKS ON BRODBEACH - BROADBEACH, AU	\$27.79

Doing business as:

ROCKS ON BRODBEACH

3/72 SURF PARADE

THE OASIS

BROADBEACH

4218

AUSTRALIA

dinner

Foreign Spend Amount: 35.90 AUSTRALIAN DOLLAR

Additional Information: 013907 RESTAURANT

RESTAURANT

Reference: 320161070076411273

Category: Restaurant - Restaurant

*dinner
no alcohol
receipt*

SUNCORP BANK

ROCKS ON BROADBEACH
 BROADBEACH QLD 4218
 MERCHANT ID 3446036
 01.01.11

CUSTOMER RECEIPT
 TID 10027064
 MID 316799424021976
 BATCH1000194 INV 013064

SALE

AMEX
 **** * (c*)
 AMERICAN EXPRESS
 AID A000000026010801
 AUTH ID 874266
 RRN 013907210031
 STAN 013907

APR 15, 16 21:00 CREDIT

SALE \$35.90

TOTAL AUD \$35.90
 APPROVED 08
 WITH SIGNATURE

TC B76A44B644EE3B4A

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

MISSING RECEIPT FORM

Employee/Department Head must complete form below.

Date of Purchase/Event: 4/15/2016

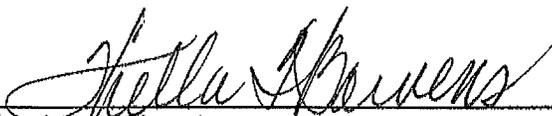
Description of Item/Event: Dinner - Fish & Salad (No Alcohol consumed)

Vendor/Event Name: Restaurant - Rocks On Brodbeach

Dollar Amount: \$27.79

Reason for Missing Receipt: Itemized Receipt Not Provided

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


Employee Signature

5/6/16
Date

Department Head Signature

Date



Transaction Details Prepared for
Thella F Bowens
 Account Number
 XXXX-XXXXXX

DATE	DESCRIPTION	AMOUNT
APR16 2016	CREMA ESPRESSO BROADBEACH - BROADBEACH, AU	\$9.29

Doing business as:

CREMA ESPRESSO BROADBEACH

MONTEREY PLAZA

SHOP 108 89 SURF PDE

BROADBEACH

4218

AUSTRALIA

Brunch

Foreign Spend Amount: 12.00 AUSTRALIAN DOLLAR

Additional Information: 00265709463 RESTAURANT

RESTAURANT

Reference: 320161080090531607

Category: Restaurant - Bar & Café

Commonwealth Bank 

CDSJAX ENTERPRISES P
 BROADBEACH QLD

TERMINAL 34531900
 REFERENCE 062933

CUSTOMER COPY

CARD NO: 372765-007<1>
 ENTRY DATE: 01/21
 AMERICAN EXPRESS

CREDIT
 PURCHASE \$12.00
 TOTAL AUD \$12.00

APPROVED 08
 AUTH NO: 859909
 AID: A000000025010801
 ATC:24 TUR:0000008000
 CSN:00 60DD1C3B00CB7CE0
 16 APR 2016 09:46
 THANK YOU

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

MISSING RECEIPT FORM

Employee/Department Head must complete form below.

Date of Purchase/Event: 4/16/2016

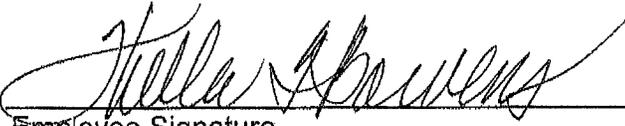
Description of Item/Event: Brunch - (No Alcohol consumed)

Vendor/Event Name: Restaurant - Crema Espresso Broadbeach

Dollar Amount: \$9.29

Reason for Missing Receipt: Itemized Receipt Not Provided

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



Employee Signature

5/6/16

Date

Department Head Signature

Date

**RECEIPTS FOR ACI-WORLD GOVERNING BOARD MEETINGS
GOLD COAST, AUSTRALIA
APRIL 14-18, 2016 - THELLA F. BOWENS**



OASIS FH: 07 56353222

Store Manager Is: Justin

WOOLWORTHS TAX INVOICE - ABN 68 000 014 675

SELECT SPRING WATER 6 X 600ML	\$	
GRAPE WHITE SEEDLESS	3.50	
0.325 kg NET @ \$5.90/kg	1.92	
ON THE GO TRAIL MIX 85G	1.98	
BANANA CAVENDISH		
0.182 kg NET @ \$2.00/kg	0.36	
*RED ROCK DELI CHIPS S/POTATO SEA S/LT135G	3.50	
5 SUBTOTAL	\$11.26	
ROUNDING	-\$0.01	
TOTAL	\$11.25	
CASH	\$00.00	
CHANGE	\$98.75	

* Taxable Items
TOTAL Includes GST \$0.32
OTHER SAVINGS 0.99

***** MORE SAVINGS EVERYDAY *****
TOTAL SAVINGS \$ 0.99

WIN 50% OFF LIQUOR OFFER - CHOOSE FROM THE BEST
OF OUR BOTTLED SUPPLIES FOR \$36 OR 6PK for \$10
AND/OR

BUY 1 GET 1 FREE on MARKING TIME SHIRAZ CABERNET OR
FIVE SOUNDS MARLBOROUGH SAUVIGNON BLANC 750ML
Present Coupon at a BWS Store. Expires 03-MAY-2016
*Over 19's Only. No Further discounts & limits apply.
Stores (incl. exclusions). Full T&C's at bws.com.au/rr



9348593002263

STORE 2532 POS 008 TRANS 0308 0061 19:00 14/04/16

AREAS USA LAX, LLC.
NATURAL BREAK
LOS ANGELES INT'L AIRPORT
10304 Regina M.

1710

18APR'16 9:06AM

TOGO

1 MED COFFEE	2.59
XXXXXXXXXXXX	
AMERICAN EXPRESS	2.82
FOOD	2.59
TAX	0.23
PAYMENT	2.82

---10304 Closed APR18 09:06AM---
Earn more MILES or POINTS!
www.thanksagain.com/AREAS
or text AREAS to 82257

For Guest Service, email:
guestservice@areasmail.com
Or Call 866.820.1178

Your order number is: 1710

CASH RATE \$1 = 1.30378 AUS

\$ 11.25 AUS = \$8.63



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Currency I Have:

US Dollar
USD

AMOUNT: I have this much to exchange
1

Currency I Want:

Australian Dollar
AUD

AMOUNT: I want to buy something at this price
1.30378

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 INTERBANK +/- 0%
 DATE: Apr 14, 2016
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[Rate Details](#)
 [Traveler's Cheatsheet](#)

USD/AUD Details

USD/AUD for the 24-hour period ending Wednesday, Apr 13, 2016 22:00 UTC @ +/- 0%

Selling 1.00000 USD you get 1.30378 AUD
 Buying 1.00000 USD you pay 1.30405 AUD

Rate Details

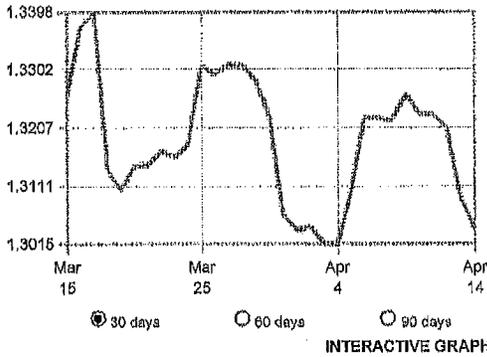
USD/AUD for the 24-hour period ending Wednesday, Apr 13, 2016 22:00 UTC

	Bid	Ask
	Sell 1 USD	Buy 1 USD
MIN	1.29586	1.29616
AVG	1.30378	1.30405
MAX	1.30877	1.31007

These values represent the daily average of the Bid and Ask rates OANDA receives from many data sources.

Recent Trends

USD/AUD average daily bid prices



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Currency Converter

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Access currency exchange rates back to January, 1990:

- Type currency names, 3-letter ISO currency symbols, or country names to select your currency. Convert world currencies, precious metals, or obsolete currencies, which are marked with an asterisk (*).
- Choose a percentage from the interbank rate list to better approximate the tourist exchange rates actually charged by your financial institution. ([Find out more about interbank rates.](#))

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Trading FX and/or CFDs on margin are high risk and not suitable for everyone. Losses can exceed investment.

Ayers Kim

From: Michelle Barre <MBarre@aci.aero>
Sent: Thursday, March 03, 2016 1:49 PM
To: Michelle Barre
Subject: WGB meeting in Gold Coast
Attachments: 53WGB-OOL16-2-Agenda.pdf

Dear Board Members,

Please find attached the agenda for the WGB meeting that will take place on Sunday 17 April 2016 in Gold Coast, Australia from 09:30 to 16:30.

The Board dinner will take place on Saturday 16 April at 19:00.

As a reminder:

The Audit Committee meeting will take place on Saturday 16 April from 09:00 to 10:30.
The Executive Committee meeting will take place on Saturday 16 April from 10:30 to 12:30.

An orientation briefing for new Executive Committee members will take place on Friday 15 April from 14:00 to 17:00.

Any WGB member is welcome to attend the orientation Executive Committee meeting; if you are planning to attend please let me know.

The above mentioned meetings will take place at the Sofitel Gold Coast Broadbeach; the exact meeting rooms will be sent later.

The Asia-Pacific conference will take place from 18 to 20 April at the Gold Coast Convention & Exhibition Centre. The host has arranged a post-conference tour programme for the 21st.

Please click on the link below to book your hotel:
<http://www.aci-apaa2016.com/location/accommodation.html>

Kind regards,

Michelle

Ms. Michelle Barré
Corporate Secretary
ACI World
800 rue du Square Victoria
Suite 1810, PO Box 302
Montréal, Québec H4Z 1G8
Canada
Tel: +1 514 373 1204
Fax: +1 514 373 1201
E-mail: mbarre@aci.aero
Website: www.aci.aero



09:30 - 16:00 in the Broadbeach room of the Sofitel

ACTION REQUIRED

Agenda Item 2 – Agenda

1. Introductory remarks by the Chair
 - a. Changes in the composition of the Governing Board
 - b. Introduction of the new Board Liaison for the ACI World Environment standing Committee
 - c. Briefing on matters discussed by the Executive Committee
2. Approval of the agenda Action required
3. Approval of the minutes of the 52nd meeting of the ACI World Governing Board in Panama on 30 August 2015 Action required
4. Report on ASQ matters
 - a. Update on ASQ performance
 - b. Update on DKMA/ACI arbitration
5. Report of the Audit Committee
 - a. Discussion with the auditors
 - b. Review of the risk register
 - c. Report on hedging
6. Treasurer's Report
 - a. Audited financial statements at 31 December 2015 Action required
 - b. Financial statements at 29 February 2016
 - c. Cash flow forecast March 2016 to December 2017
7. Update on the strategic plan for 2015-2017
8. Approval of revised ACI World delegation of authority signatory matrix Action required
9. Approval of Terms of Reference for new ASQ sub-committee of the World Facilitation and Services Standing Committee Action required
10. Approval of date and venue for the 55th World Governing Board meeting Action required
11. Reports from Presidents/Chair of regions



BREAK from 11:00 to 11:15

12. Briefing by host, Mr. Chris Mills, CEO Queensland Airports Limited
13. Board review of ACI leadership development direction
14. Reports
 - a. World Business Partner Observations
 - b. Update on ICAO Engagement
 - i. Annex 14 amendments
 - ii. Preparation for Assembly / IWAF (International World Aviation Forum)
 - iii. Outcome from IATS (International Air Transport Forum)
 - iv. CAEP outcome
 - v. Environment
 - c. Update on APEX in Safety
 - d. Update on APEX in Security
 - e. Airport Accreditation Programme Update / UNFCCC (United Nations Framework Convention on Climate Change) Memorandum of Understanding (MoU)
 - f. Update on Training
 - g. Relations with IATA
 - i. Dismissal of litigation
 - ii. Update on MoU projects
 - h. New members, resignations and suspensions

LUNCH from 12:30 to 13:30

15. Board discussion of Strategic issues
 - a. Security
 - b. Drones
 - c. Other
16. Other business
17. In Camera Session (Governing Board members and Advisors to the Board only)

The next WGB meeting will take place in Montreal on Sunday 25 September 2016.

**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/BU 6
 DEPARTURE DATE: 4/7/2016 RETURN DATE: 4/8/2016 REPORT DUE: 5/8/16
 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	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$559.20					4/7/16	4/8/16		0.00
Conference Fees (provide copy of flyer/registration expenses)									0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*						21.00	21.00		42.00
Hotel*						437.39			437.39
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (include tips pd.)	Breakfast*								0.00
	Lunch*								0.00
	Dinner*					41.64	17.51		59.15
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality ¹ *									0.00
Miscellaneous:									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
Total Expenses prepaid by Authority	559.20	0.00	0.00	0.00	0.00	500.03	38.51	0.00	538.54

Explanation:	Total Expenses Prepaid by Authority	559.20
	Total Expenses Incurred by Employee (including cash advances)	538.54
	Grand Trip Total	1,097.74
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	559.20
	Due Traveler (positive amount) ²	
	Due Authority (negative amount)³	538.54

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

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

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy⁴ and 3.30 - Business Expense Reimbursement Policy⁵ and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By: Kim Ayers Ext.: 2447
 Traveler Signature: Thella F. Bowens Date: 5/5/16
 Approved By: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be certified if used by President/CEO, Gen. Counsel, or Chief Auditor)

I, _____ hereby certify that this document was approved by the Executive Committee at its _____ meeting.

(Please leave blank. Whoever clerk's the meeting will insert their name and title.)
 (Leave blank and we will insert the meeting date.)

Failure to attach required documentation will result in the delay of processing reimbursement. If you have any questions, please see your department Administrative Assistant or call Accounting at ext. 2806.

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

GENERAL INSTRUCTIONS:

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

1. TRAVELER:

Travelers Name: Thella F. Bowens Dept: 6
Position: Board Member President/CEO Gen. Counsel Chief Auditor
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 2/17/16 PLANNED DATE OF DEPARTURE/RETURN: 4/7/16 / 4/8/16

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: ACI-NA Nominating Committee Meeting
Explanation:

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$ 700.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 100.00
B. LODGING	\$ 250.00
C. MEALS	\$ 100.00
D. SEMINAR AND CONFERENCE FEES	\$
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
TOTAL PROJECTED TRAVEL EXPENSE	\$ 1200.00

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

Travelers Signature:  Date: 2/17/2016

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

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 3/17/16 meeting.
(Leave blank and we will insert the meeting date.)



Traveltrust Corporation
 374 North Coast Hwy 101, Suite F
 Encinitas, CA 92024
 Phone: (760) 635-1700



Thursday, 18FEB 2016 01:14 PM EST

Passengers: **THELLA BOWENS (06)**

Agency Reference Number: OPSLUD

Click here to view your current itinerary or ETicket receipt on-line: tripcase.com

American Airlines Confirmation OPSLUD

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt
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You are a valued client and we want to do everything possible to make your trip enjoyable and worry free.
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 benefits and combines insurance coverage with Emergency Hotline Services. Please click the following link
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AIR	Thursday, 7APR 2016	
American Airlines	Flight Number: 2491	Class: G-Coach/Economy
From: San Diego CA, USA	Depart: 09:25 AM	
To: Dallas/Ft Worth TX, USA	Arrive: 02:21 PM	
Stops: Nonstop	Duration: 2 hour(s) 56 minute(s)	
Seats: 09D	Status: CONFIRMED	Miles: 1175 / 1880 KM
Equipment: 32B/AIR	MEAL: FOOD FOR PURCHASE	
DEPARTS SAN TERMINAL 2		
Frequent Flyer Number: [REDACTED]		
EXTRA ROOM AISLE SEAT CONFIRMED		
American Airlines Confirmation number is OPSLUD		

AIR	Thursday, 7APR 2016	
American Airlines	Flight Number: 2239	Class: Q-Coach/Economy
From: Dallas/Ft Worth TX, USA	Depart: 03:14 PM	
To: Washington Reagan Natl DC, USA	Arrive: 07:08 PM	
Stops: Nonstop	Duration: 2 hour(s) 54 minute(s)	
Seats: 08D	Status: CONFIRMED	Miles: 1177 / 1883 KM
Equipment: Boeing 737-800 Jet	MEAL: FOOD FOR PURCHASE	
ARRIVES DCA TERMINAL C		
Frequent Flyer Number: [REDACTED]		
EXTRA ROOM AISLE SEAT CONFIRMED		
American Airlines Confirmation number is OPSLUD		

AIR	Friday, 8APR 2016	
American Airlines	Flight Number: 0327	Class: Q-Coach/Economy
From: Washington Reagan Natl DC, USA	Depart: 03:40 PM	
To: Dallas/Ft Worth TX, USA	Arrive: 06:15 PM	
Stops: Nonstop	Duration: 3 hour(s) 35 minute(s)	
Seats: 08D	Status: CONFIRMED	Miles: 1177 / 1883 KM

Equipment: Boeing 737-800 Jet

MEAL: FOOD FOR PURCHASE

DEPARTS DCA TERMINAL C

Frequent Flyer Number: [REDACTED]

EXTRA ROOM AISLE SEAT CONFIRMED

American Airlines Confirmation number is OPSLUD



American Airlines

Flight Number: 2283

Class: G-Coach/Economy

From: Dallas/Ft Worth TX, USA

Depart: 06:55 PM

To: San Diego CA, USA

Arrive: 08:06 PM

Stops: Nonstop

Duration: 3 hour(s) 11 minute(s)

Seats: 09C

Status: CONFIRMED

Miles: 1175 / 1880 KM

Equipment: 32B/AIR

MEAL: FOOD FOR PURCHASE

ARRIVES SAN TERMINAL 2

Frequent Flyer Number: [REDACTED]

EXTRA ROOM AISLE SEAT CONFIRMED

American Airlines Confirmation number is OPSLUD

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. AMERICAN AIRLINES CONFIRMATION NUMBER - OPSLUD FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

Ticket/Invoice Information

Ticket for: THELLA BOWENS

Date issued: 2/18/2016 Invoice Nbr: 5372215

Ticket Nbr: AA7753030410 Electronic Tkt: Yes Amount: 529.20

Base: 450.24 US Tax: 33.76 USD XT Tax: 45.20 USD

Charged to: [REDACTED]

Service fee: THELLA BOWENS

Date issued: 2/18/2016

Document Nbr: XD0672504680

Amount: 30.00

Charged to: [REDACTED]

Total Tickets: 529.20

Total Fees: 30.00

Total Amount: 559.20

Click here 24 hours in advance to obtain boarding passes:

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**RECEIPTS FOR ACI-NA NOMINATING COMMITTEE MEETING
WASHINGTON, DC
APRIL 7-8, 2016 – THELLA F. BOWENS**



GUEST FOLIO

THE MAYFLOWER, AUTOGRAPH HOTEL

Room **676 BOWENS/THELLA** Rate **382.00** 04/08/16 12:00 17635
 TK SAN DIEGO INTERNATIO 04/07/16 19:44 ACCT#

22

Room Clerk Address Payment MRW#: XXXXX4729

DATE	REFERENCE	CHARGES	CREDITS	BALANCE DUE
------	-----------	---------	---------	-------------

04/07	IR DINE	6884 676	41.64	
04/07	ROOM	676, 1	382.00	
04/07	ROOM TAX	676, 1	56.39	
04/08	AX CARD			\$479.03

TO BE SETTLED TO: AMERICAN EXPRESS CURRENT BALANCE .00

THANK YOU FOR CHOOSING THE MAYFLOWER HOTEL. EXPEDITE YOUR CHECK-OUT, CALL THE FRONT DESK OR PRESS "MENU" ON YOUR TV REMOTE CONTROL TO ACCESS VIDEO CHECK-OUT.

AS REQUESTED, A FINAL COPY OF YOUR BILL WILL BE EMAILED TO:
 KAYERS@SAN.ORG
 SEE "INTERNET PRIVACY STATEMENT" ON MARRIOTT.COM

Your Rewards points/miles earned on your eligible earnings will be credited to your account. Check your Rewards Account Statement for update activity.

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 WASHINGTON, DC 20036
 PH: 202-347-3000 FAX: 202-776-9182

**RECEIPTS FOR ACI-NA NOMINATING COMMITTEE MEETING
WASHINGTON, DC
APRIL 7-8, 2016 - THELLA F. BOWENS**

** TGI FRIDAY'S #0807 **
DFW AIRPORT GATE C30

91 PARISA

Tbl 14/1 Chk 3089 Gst 0
 Apr08'16 07:55PM

1 Boneless Wings BUFFALO 11.20
Ranch BL CHZ DRSG
1 Sd Broccoli ** AS ENTREE 1.99
**
1 Iced Tea 2.99

**Want your stripes? Write down
your Give Me More Stripes
account # or phone # here:**

Food 16.18
Sales/MB Tax 1.33
08:24PM Total Due: **17.51**

For your convenience we are
providing the following
gratuity calculations:

15% is \$2.43
18% is \$2.91

JAZZLA BOWENS
 WASHINGTON, DC
 APRIL 7-8, 2016

Check Detail

Check # 6884 Check # 676 Check Date 4/7/2016 8:07 PM Minutes 32.00 Guests 1 Reference Info Location WASAK AUTO Mayflower Employee Cornello Balisi

Check #	Check #	Check Date	Minutes	Guests	Reference Info	Location	Employee
6884	676	4/7/2016 8:07 PM	32.00	1		WASAK AUTO Mayflower	Cornello Balisi
		4/7 8:08 PM			RS DELIVERY CHG	4.00 WASAK IN ROOM DINING/WASAK	Cornello Balisi
		4/7 8:08 PM	1		SALAD MIXED	9.00 WASAK IN ROOM DINING/WASAK	Cornello Balisi
		4/7 8:08 PM	1		ADD CRABCAKE	10.00 WASAK IN ROOM DINING/WASAK	Cornello Balisi
		4/7 8:08 PM	1		PLATE FRUIT	10.00 WASAK IN ROOM DINING/WASAK	Cornello Balisi
		4/7 8:39 PM			18% IRD SVC CHG	5.22 WASAK IN ROOM DINING/WASAK	
		4/7 8:39 PM			ROOM/ACCT CHG (New)	41.64 WASAK IN ROOM DINING/WASAK	Sophia Tsige
		4/7 8:39 PM			A017635R00676	WASAK IN ROOM DINING/WASAK	Sophia Tsige
					Sub Total	29.00	
					Tax	3.42	
					Service Charge	9.22	
					Check Total	41.64	

& & 402 & &
 The Mayflower Washington
 Room Service

8229 Cornelio

CHK 6884 TBL 676/1 GST 1
 07 APR '16 8:07 PM

RS DELIVERY CHG	4.00
1 SALAD MIXED	9.00
\$ ADD CRABCAKE	10.00
1 PLATE FRUIT	10.00

SUBTOTAL	\$29.00
TAX	\$3.42
Auto Gratuity	\$5.22
Total	\$41.64
Total Due	\$41.64

PLEASE COMPLETE FOR ROOM CHARGES

GRATUITY _____

TOTAL _____

ROOM NUMBER _____

PRINT LAST NAME _____

SIGNATURE _____

4/13/2016 1:45 PM

**RECEIPTS FOR ACI-NA NOMINATING COMMITTEE MEETING
WASHINGTON, DC
APRIL 7-8, 2016 - THELLA F. BOWENS**

**TAXI DRIVER'S CUSTOMER RECEIPT
www.whitetopcab.com**

Cab #: _____ ID # _____
Charge Account _____
To: HOTEL
From: AIRPORT
of Luggages _____ # of Passengers _____
Total Fare \$ 18.00 + \$3 TIP Time / Date: 4/7/16
Driver Signature: \$21.00

**TAXI DRIVER'S CUSTOMER RECEIPT
www.whitetopcab.com**

Cab #: _____ ID # _____
Charge Account _____
To: AIRPORT
From: HOTEL
of Luggages _____ # of Passengers _____
Total Fare \$ 18.00 + \$3 TIP Time / Date: 4/8/16
Driver Signature: \$21.00

Ayers Kim

From: Thomas R. Devine <TDevine@aci-na.org>
Sent: Wednesday, February 17, 2016 1:37 PM
To: Bowens Thella; howard.eng@gtaa.com; miguel.southwell@atlanta-airport.com; dflint@lawa.org; 'Hamiel, Jeffrey'; 'Hamm-Niebruegge, Rhonda K.'; 'Greg Kelly'; livingston@msnairport.com; bill.marrison@tys.org; john.parrott@alaska.gov; Elaine Roberts; ssamaddar@kelowna.ca
Cc: Cherry, James
Subject: 2016 ACI-NA Nominating Committee Meeting on April 8

Nominating Committee Members:

Thank you for responding to the survey on your availability for a meeting of the Committee here in Washington, D.C. Now that the responses are all in, the date on which the greatest number of you can attend the meeting is Friday, April 8. It appears that we will have 9 committee members who can participate in person.

Committee Chair Jim Cherry asked me to set up the meeting here at ACI-NA's office in our large conference room, starting at 9 AM on April 8, so that those of you who want to catch flights later in the afternoon will be able to do so.

The Committee will have a full agenda: selecting candidates for Vice Chair of ACI-NA and Chair of the U.S. Policy Board, and several Board positions as well. Currently the Board positions scheduled to become open in September are two C/D seats and one A/B seat, but this situation may be somewhat fluid. If, for example, the Committee nominates a current Board member whose term does not expire in September for an Executive Committee position, that would result in a vacated Board seat, and the Committee would nominate someone to fill the remainder of that Board term. Thus, there could be up to two additional Board positions to fill.

In addition, a current Board member, Kelly Fredericks, is set to move from a Category A/B airport member (Rhode Island Airport Corporation) to an airport authority that would be in Category C/D (Ontario International Airport Authority), and he has indicated that his new authority will join ACI-NA; thus there would be a change in the category of one of the available Board seats.

We have already received some expressions of interest in the various positions available, and we will undoubtedly receive more, as the deadline for submissions is Tuesday, March 15. Shortly after that date, we will forward to you a package of all of the submissions we have received, so that you will have a chance to review them before the April 8 meeting.

Thank you for agreeing to serve on the Nominating Committee; we greatly appreciate your willingness to devote your time to the selection of future leaders of the organization.

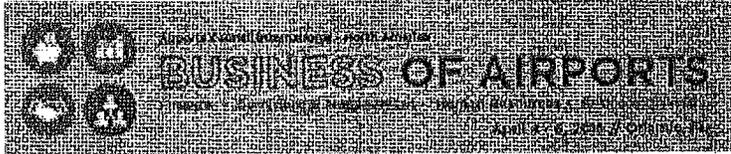
Please feel free to contact Jim Cherry or me if you have any questions about the Committee.

Best regards,

Tom

Thomas R. Devine
General Counsel
Airports Council International – North America

1615 L Street NW, Suite 300 | Washington, DC 20036
Main 202.293.8500 | Direct 202.861.8088
Mobile 703.314.8600 | Fax 202.466.5555
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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/BU 6
 DEPARTURE DATE: 4/29/2016 RETURN DATE: 4/30/2016 REPORT DUE: 5/30/16
 DESTINATION: Overland Park, KS

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 4/29/16	SATURDAY 4/30/16	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$458.20								0.00
Conference Fees (provide copy of flyer/registration expenses)									0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*									0.00
Hotel*									0.00
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)									0.00
Meals (Include tips pd.)	Breakfast*							25.21	25.21
	Lunch*								0.00
	Dinner*								0.00
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality ¹ *									0.00
Miscellaneous:									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
Total Expenses prepaid by Authority	458.20	0.00	0.00	0.00	0.00	0.00	0.00	25.21	25.21

Explanation:	Total Expenses Prepaid by Authority	458.20
	Total Expenses Incurred by Employee (including cash advances)	25.21
	Grand Trip Total	483.41
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	458.20
	Due Traveler (positive amount)²	25.21
	Due Authority (negative amount)³	25.21
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

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

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy⁴ and 3.30 - Business Expense Reimbursement Policy⁵ and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By: Klfn Ayers Ext.: 2447
 Traveler Signature: Thella F. Bowens Date: 5/5/16
 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.



Traveltrust Corporation
 374 North Coast Hwy 101, Suite F
 Encinitas, CA 92024
 Phone: (760) 635-1700



Monday, 14MAR 2016 06:30 PM EDT

Passengers: THELLA BOWENS (06)

Agency Reference Number: SHFMQN

Click here to view your current itinerary or ETicket receipt on-line: tripcase.com

American Airlines Confirmation SHFMQN

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt
 Be sure to visit www.traveltrust.com for additional travel information

You are a valued client and we want to do everything possible to make your trip enjoyable and worry free.
 Because the unexpected can occur, we offer the Travel Insured Plan. It has excellent
 benefits and combines insurance coverage with Emergency Hotline Services. Please click the following link
 for a free quote or more information. [Click Here](#) (Currently Available For U.S. Departures Only)

AIR	Friday, 29 APR 2016		
American Airlines From: San Diego CA, USA To: Dallas/Ft Worth TX, USA Stops: Nonstop Seats: 10C Equipment: 32B/AIR DEPARTS SAN TERMINAL 2 Frequent Flyer Number: ██████████ EXTRA LEG ROOM AISLE SEAT CONFIRMED American Airlines Confirmation number is SHFMQN		Flight Number: 1063 Depart: 07:00 AM Arrive: 11:56 AM Duration: 2 hour(s) 56 minute(s) Status: CONFIRMED MEAL: FOOD FOR PURCHASE	Class: Q-Coach/Economy Miles: 1175 / 1880 KM
AIR	Friday, 29 APR 2016		
American Airlines From: Dallas/Ft Worth TX, USA To: Kansas City Intl MO, USA Stops: Nonstop Seats: 09C Equipment: Boeing 737-800 Jet ARRIVES MCI TERMINAL BUILDING C Frequent Flyer Number: ██████████ EXTRA LEG ROOM AISLE SEAT CONFIRMED American Airlines Confirmation number is SHFMQN		Flight Number: 1568 Depart: 01:50 PM Arrive: 03:23 PM Duration: 1 hour(s) 33 minute(s) Status: CONFIRMED	Class: Q-Coach/Economy Miles: 461 / 738 KM
AIR	Saturday, 30 APR 2016		
American Airlines From: Kansas City Intl MO, USA To: Phoenix AZ, USA Stops: Nonstop Seats: 08C		Flight Number: 1499 Depart: 06:05 PM Arrive: 07:00 PM Duration: 2 hour(s) 55 minute(s) Status: CONFIRMED	Class: Q-Coach/Economy Miles: 1042 / 1667 KM

Equipment: Boeing 737-800 Jet

MEAL: FOOD FOR PURCHASE

DEPARTS MCI TERMINAL BUILDING C - ARRIVES PHX TERMINAL 4

Frequent Flyer Number: [REDACTED]

EXTRA LEG ROOM AISLE SEAT CONFIRMED

American Airlines Confirmation number is SHFMQN



American Airlines

Flight Number: 0563

Class: Q-Coach/Economy

From: Phoenix AZ, USA

Depart: 08:15 PM

To: San Diego CA, USA

Arrive: 09:26 PM

Stops: Nonstop

Duration: 1 hour(s) 11 minute(s)

Seats: 05D

Status: CONFIRMED

Miles: 304 / 486 KM

Equipment: Airbus A321 Jet

DEPARTS PHX TERMINAL 4 - ARRIVES SAN TERMINAL 2

Frequent Flyer Number: [REDACTED]

EXTRA LEG ROOM AISLE SEAT CONFIRMED

American Airlines Confirmation number is SHFMQN

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. AMERICAN AIRLINES CONFIRMATION NUMBER - SHFMQN FOR EMERGENCY SERVICE FROM UNITED STATES - 888-221-6043

Ticket/Invoice Information

Ticket for: **HELLA BOWENS**

Date issued: 3/14/2016 Invoice Nbr: 5375012

Ticket Nbr: AA7780253881 Electronic Tkt: Yes Amount: 428.20

Base: 356.28 US Tax: 26.72 USD XT Tax: 45.20 USD

Charged to: AX*****[REDACTED]

Service fee: **HELLA BOWENS**

Date issued: 3/14/2016

Document Nbr: XD0673568292 Amount: 30.00

Charged to: AX*****[REDACTED]

Total Tickets: 428.20

Total Fees: 30.00

Total Amount: 458.20

Click here 24 hours in advance to obtain boarding passes:

[American](#)

Click here to review Baggage policies and guidelines:

[American](#)

TSA Guidance- a government issued photo id is needed for checkin. Please allow minimum 3 hour check-in for International flights and 2 hours for Domestic. For Additional security information visit www.tsa.gov.

Thank you for choosing Traveltrust!

Our Business Hours are 1am-5:30pm Pacific Monday - Friday.

Saturday from 9am-1pm Pacific.

For EMERGENCY AFTERHOURS assistance in the US, please call 888-221-6043 and use VIP Code SJE72.

You can also use the Direct Dial Number 682-233-1914 or the collect number 682-647-0061.

Each call is billable at a minimum \$25.00.



GUEST FOLIO

OVERLAND PARK MARRIOTT

810 BOWENS/THELLA .00 04/30/16 12:37 2760
 ROOM NAME RATE DEPART TIME ACCT#
 DXK TUSKEGEE AIRMEN 04/29/16 16:47
 TYPE ARRIVE TIME
 89 10800 METCALF AVE PASSPORT:
 ROOM OVERLAND PAR KS AXXXXXXXXXXXXX
 CLERK 66210 PAYMENT RWD#:
 ADDRESS

DATE	REFERENCE	CHARGES	CREDITS	BALANCE DUE
04/30	RM SERV 2036 810	25.21		
04/30	CCARD-AX		25.21	
PAYMENT RECEIVED BY AMERICAN EXPRESS XXXXXXXXXXXX				

----- EXP. REPORT SUMMARY -----
 04/30 RM SERV 25.21

WANT YOUR FINAL HOTEL BILL BY EMAIL? JUST ASK THE FRONT DESK!
 SEE "INTERNET PRIVACY STATEMENT" ON MARRIOTT.COM

& & 402 & &
 MARRIOTT OVERLAND PARK
 **** IN ROOM DINING ****
 30938 NICOLE

CHK 2036 TBL 810/1
 GST 1

Bowens
 30 APR '16 10:31 AM

1 PLATE FRUIT 10.00
 COTTAGE CHEESE
 1 COFFEE 7.00
 HALF&HALF

Subtotal: \$17.00
 20% IRD SVC CHG \$3.40
 Tax: \$1.81

10:31 AM
 TOTAL DUE: \$22.21

PLEASE COMPLETE FOR ROOM CHARGES

ADDITIONAL GRATUITY \$ 3.00

TOTAL \$ 25.21

ROOM NUMBER _____

PRINT LAST NAME _____



OVERLAND PARK MARRIOTT
 10800 METCALF AVENUE
 OVERLAND PARK, KS 66

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amount shown in the credits column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X _____

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

GENERAL INSTRUCTIONS:

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

1. TRAVELER:

Travelers Name: Thella F. Bowens Dept: 6
 Position: Board Member President/CEO Gen. Counsel Chief Auditor
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 2/16/16 PLANNED DATE OF DEPARTURE/RETURN: 4/29/16 / 4/30/16

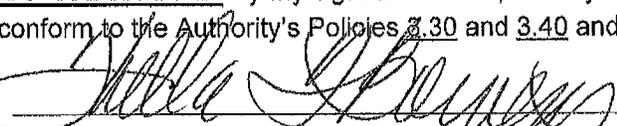
3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: Overland Park, KS Purpose: Keynote Speaker at Tuskegee Airmen Annual Charter Lunch
 Explanation: _____

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:	
• AIRFARE	\$ 500.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 100.00
B. LODGING	\$ COMP
C. MEALS	\$
D. SEMINAR AND CONFERENCE FEES	\$
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
TOTAL PROJECTED TRAVEL EXPENSE	\$ 650.00

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

Travelers Signature:  Date: 2/17/2016

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

1. 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 3/7/16 meeting.
 (Leave blank and we will insert the meeting date.)

Ayers Kim

From: Veronica Bailey <veronica1bailey@hotmail.com>
Sent: Saturday, January 30, 2016 10:17 AM
To: Ayers Kim
Subject: Tuskegee Airmen Annual Charter Luncheon - April 30, 2016 - Kansas City, MO

Ms. Bowens:

Greetings from the Heart of America Chapter of Tuskegee Airmen, Inc. (TAI)!

We would be greatly honored if you would be our keynote speaker for our Twenty-first Annual Charter Dinner, Saturday, April 30, 2015.

The Charter Dinner is a social event that affords our chapter an opportunity to share with the community a little about TAI (including the local chapter) and its primary objective--encouraging young men and women of color to consider pursuing a career in aviation or aerospace. It is the latter that we try to emphasize. (This is not a fundraising event.)

This year our Charter Dinner will be held at the Overland Park Marriott in Overland Park, KS, in the afternoon, from 12:00 P.M.--the beginning of the social hour-- until approximately 3:00 P.M. (Your presence is not requested for the social hour. Normally, a chapter member or two will escort the keynote speaker from his/her hotel room to the dinner location approximately 15 minutes before the dinner program commences.) We anticipate 90-100 people will attend. The attire for the luncheon is coat-and-tie.

At the luncheon, we acknowledge any applicants for our recipients of monetary awards from our local and national scholarship funds. Youths from high school to college age (some from area JROTC and ROTC units) are usually in attendance with the predominantly adult audience.

Some previous speakers over the years were: Air Force Colonel Ricky Rodgers, Air Force Generals Benjamin O. Davis, Jr. and Lloyd Newton; Stacey Marcus, United Parcel Service pilot; U.S. Navy Lieutenant Commander Keith W. Hoskins, Kansas City, MO, native and former Blue Angels demonstration pilot; Astronaut Joan E. Higginbotham; U.S. Army Command Sergeant Major Marvin L. Hill, Command Senior Enlisted Advisor, International Security Assistance Force; Vice Admiral Anthony Winns, Naval Inspector General; US Marine Corps Maj. Gen. Ronald Bailey; and last year, General Brooks.

We will provide accommodations for you at the Overland Park Marriott, air transportation, along with meals, if needed. We assume you would likely use air transportation to travel to the event.

The suggested topic for your remarks is the role of adults in motivating and encouraging "youths of color" to pursue a career in aviation or aerospace. Certainly, education is a critical component of this task. From your perspective, how can we emphasize to our youths the importance of educational achievement in today's world--especially when too many seem very uninterested in it? (Perhaps you can share some of your personal experiences as a youth. For example, who were the people who mentored you? How did they do it?)

We are certainly open to topics other than those mentioned above if you desire. The length of your remarks should be 25 minutes. We can provide any audiovisual equipment (projector, screen, etc.) that you may need.

Hopefully, the foregoing information will meet your initial needs. If you accept our speaking invitation, we will provide additional details as the event approaches and of course, upon request. Please let us know if a spouse or any staff members will be attending. If there are any questions, please feel free to contact me

Veronica Bailey
621 NW Brookhaven Dr.
Lee's Summit, MO 64081
(816) 329-2425 (Work)
(816) 204-4302 (Cell)
E-mail: veronica.bailey@faa.gov

Thanks in advance for your time and consideration of our request.

PROGRAM

Master of Ceremony.....George Dunmore

Invocation.....Louise Waller

Presentation of Colors.....Metro Area JROTC Units, Directed by
Col. Ivan Glascoe, USMC Ret &
TSgt. Joel Estes

Memorial to Lonely Eagles.....T. Len Nevels

Greetings.....Ernest Williams
&
Richard P. Bott, Sr., Honorary
2016 Scholarship Luncheon Chairman

Eugene K. Peterson Award.....C/Sgt. Travis Rieley & C/CSM. Dominick Chavez
For Community Service

Recipient.....LTC. Tyrone A. Garner, Deputy Chief
Kansas City, Kansas Police Department

Lunch

Introduction of Speaker.....C/Cpt. Haley Godfrey & C/Sgt. Hayli Sweigart

Speaker

Thella Bowens
President/CEO
San Diego County Regional Airport Authority

Presentations and Recognitions.....Allen Roberson

Introduction of Original Airmen and Widows.....Veronica Bailey

Scholarship Applicants.....Morcie Whitley

Closing Remarks.....Allen Roberson

BUSINESS EXPENSE

APRIL BOLING

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

2016

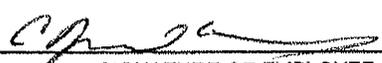
MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT

EMPLOYEE NAME C. April Boling			PERIOD COVERED April, 2016	
DEPARTMENT/DIVISION				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
4/1/16	25.00	SANDAG/Trans. Comm. Mtg.		
4/4/16	29.40	Airport/Exec. Comm. Mtg.		
4/8/16	29.40	Airport/Authority News Conf.		
4/14/16	29.40	Airport/Briefing on Noise Dot Issue		
4/21/16	29.40	Airport/ALUC Mtg.		
4/28/16	29.40	Airport/Airport Cap Budget Workshop		
4/29/16	21.00	Premier Inn Hotel/Transportation Alliance Group (TAG) Meeting		
SUBTOTAL		193.00	SUBTOTAL	\$

Computation of Reimbursement

			193.00
REIMBURSEMENT RATE: (see below) *	Rate as of January 2016	X	0.540
TOTAL MILEAGE REIMBURSEMENT			104.22
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)			-
TOTAL REIMBURSEMENT REQUESTED			\$ 104.22

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.
Business Expense Reimbursement Policy 3.30


SIGNATURE OF EMPLOYEE

DEPT./DIV. HEAD APPROVAL

Please use the 2014 tab for mileage prior to January 1, 2015

LLOYD HUBBS

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

2016

MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT

EMPLOYEE NAME <i>LLOYD HUBBS</i>			PERIOD COVERED <i>April 2016</i>	
DEPARTMENT/DIVISION <i>BOARD</i>				
Date	Miles driven	Destination and purpose of trip	Parking fees & other transportation costs paid	\$\$\$
<i>4-21-16</i>	<i>60</i>	<i>BOARD RM</i>		
<i>4-28-16</i>	<i>60</i>	<i>BOARD RM</i>		
SUBTOTAL			<i>120</i>	
			SUBTOTAL	

Computation of Reimbursement

REIMBURSEMENT RATE: (see below) *	Rate as of January 2016	X	<i>120</i> 0.540
TOTAL MILEAGE REIMBURSEMENT			-
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)			-
TOTAL REIMBURSEMENT REQUESTED			<i>\$64.80</i>

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.

Business Expense Reimbursement Policy 3.30

Lloyd Hubbs
SIGNATURE OF EMPLOYEE

DEPT./DIV. HEAD APPROVAL