

**DRAFT  
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
SPECIAL BOARD AND EXECUTIVE AND FINANCE COMMITTEE MEETING  
MINUTES  
MONDAY, DECEMBER 21, 2011  
SAN DIEGO INTERNATIONAL AIRPORT  
BOARD ROOM**

**CALL TO ORDER:**

Chair Gleason called the Special Board and Executive and Finance Committee meeting to order at 9:00 a.m., Monday, December 21, 2011, in the Board Room of the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:**

Board Member Panknin led the Pledge of Allegiance.

**ROLL CALL:**

***Board***

Present:	Board Members:	Boland, Cox, Gleason, Hubbs, Panknin, Robinson, Smisek, Young
Absent:	Board Members:	Berman (Ex Officio), Desmond, Reyes (Ex Officio), Richie (Ex Officio)

***Executive Committee***

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

***Finance Committee***

Present:	Committee Members:	Cox, Panknin, Robinson, Young
Absent:	Committee Members:	Desmond

Also Present: Thella F. Bowens, President/CEO; Breton K. Lobner, General Counsel; Tony R. Russell, Director, Corporate Services/Authority Clerk; Sara Real, Assistant Authority Clerk I

**NON-AGENDA PUBLIC COMMENT** – None

**NEW BUSINESS**

**1. APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the November 21, 2011 regular meeting.

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

**FINANCE COMMITTEE NEW BUSINESS**

**2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE FIVE MONTHS ENDED NOVEMBER 30, 2011:**

Vernon Evans, Vice President, Finance/Treasurer, and Kathy Kiefer, Director, Accounting, provided a presentation on the Unaudited Financial Statements for the Five Months Ended November 30, 2011, which included Enplanements, Gross Landing Weight Units, Car Rental License Fees, Operating Revenues for the Month Ended November 30, 2011, Financial Summary for the Month Ended November 30, 2011, Monthly Operating Revenue FY 2012, Airport Parking Transactions, Short Term Parking Revenue, Long Term Parking Revenue, Operating Expenses, Nonoperating Revenue and Expenses, and Balance Sheets.

RECOMMENDATION: Receive the report.

**ACTION: No action was taken.**

**3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF NOVEMBER 30, 2011:**

Scott Brickner, Director, Financial Planning and Budget, provided a presentation on the Authority's Investment Report as of November 30, 2011, which included the Total Portfolio Summary, Portfolio Composition by Security Type, Portfolio Composition by Credit Rating, Portfolio Composition, Benchmark Comparison, Detail of Security Holdings, and Bond Proceeds Summary.

RECOMMENDATION: Receive the report.

**ACTION: No action was taken.**

**EXECUTIVE COMMITTEE NEW BUSINESS**

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

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

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

**REVIEW OF FUTURE AGENDAS**

**5. REVIEW OF THE DRAFT AGENDA FOR THE JANUARY 5, 2012 BOARD MEETING:**

Thella F. Bowens, President/CEO, provided an overview of the draft agenda for the January 5, 2012, Board Meeting.

JEFF MARSTON, SAN DIEGO, SAN DIEGO AIRPORT SHUTTLE ASSOCIATION, spoke regarding ground transportation issues such as permit renewals, and urged the Board to extend the vehicle life requirement an additional three years to allow all drivers to convert their vehicles to clean energy.

Board Member Robinson requested that a discussion regarding the 7 year vehicle life requirement be added to the presentation.

Ms. Bowens stated that Item C, Update on Contracting Preferences, would be heard at the February Board meeting. Chair Gleason stated that it should be a Workshop, rather than a presentation, so that there can be discussion.

Regarding Item 12, Overview of Ground Transportation Issues, in response to Chair Gleason regarding what will be discussed, Ms. Bowens stated that the discussion will include wait times, staggering of taxicabs versus green cabs, and the status of the Memorandums of Understanding and the implementation of the Memorandums of Agreement.

Board Member Panknin requested to receive a copy of the policy regarding the vehicle life requirements.

**6. REVIEW OF THE DRAFT AGENDA FOR THE JANUARY 5, 2012  
AIRPORT LAND USE COMMISSION MEETING:**

Thella F. Bowens, President/CEO, provided an overview of the draft agenda for the January 5, 2012, Airport Land Use Commission Meeting.

Chair Gleason requested that Item 4, Rescission of Resolution, be moved to New Business.

**ACTION: Moved by Board Member Cox and seconded by Board Member Smisek to approve the draft agendas as amended. Motion carried unanimously.**

**CLOSED SESSION:** The Board recessed into Closed Session at 9:36 A.M. to hear Item 7.

**7. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal.Gov. Code §54956.9(a)):  
West Tech, Inc. v. San Diego County Regional Airport Authority, et al.,  
L.A.S.C 37-2010-00106565-CU-BC-CTL

**REPORT ON CLOSED SESSION:** The Board reconvened at 10:10 A.M. Breton Lobner, General Counsel, stated that there was no reportable action.

**COMMITTEE MEMBER COMMENT:** - None

**ADJOURNMENT:**

The meeting was adjourned at 10:10 a.m. The next meeting of the Executive and Finance Committee will be held on Monday, January 30, 2012, at 9:00 a.m. in the Board Room at the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.

APPROVED BY A MOTION OF THE BOARD OF THE SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY THIS 9<sup>th</sup> DAY OF FEBRUARY, 2012.

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TONY R. RUSSELL  
DIRECTOR, CORPORATE SERVICES/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL