

**DRAFT
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
EXECUTIVE AND FINANCE COMMITTEE MEETING MINUTES
MONDAY, JUNE 25, 2012
SAN DIEGO INTERNATIONAL AIRPORT
BOARD ROOM**

CALL TO ORDER:

Chair Gleason called the Regular Executive and Finance Committee and Special Board meeting to order at 9:05 a.m., Monday, June 25, 2012, 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:

Executive Committee

Present:	Committee Members:	Cox, Gleason, Panknin
	Board Members:	Hubbs
Absent:	Committee Members:	None

Finance Committee

Present:	Committee Members:	Cox, Robinson, Smisek, 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; Lorraine Bennett, Assistant Authority Clerk II

Board Members Robinson, Young, and Hubbs arrived during the course of the meeting.

NON-AGENDA PUBLIC COMMENT - None.

NEW BUSINESS

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the May 29, 2012 special meeting.

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

FINANCE COMMITTEE NEW BUSINESS

2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE ELEVEN MONTHS ENDED MAY 31, 2012:

Vernon Evans, Vice President, Finance/Treasurer and Kathy Kiefer, Director, Accounting, provided a presentation on the Unaudited Financial Statements for the Eleven Months Ended May 31, 2012, which included Enplanements, Gross Landing Weight Units, Car Rental License Fees, Operating Revenues for the Month Ended May 31, 2012, Operating Expenses for the Month Ended May 31, 2012, Financial Summary for the Month ended May 31, 2012, Non-operating Revenues and Expenses for the Month ended May 31, 2012, and Balance Sheets.

RECOMMENDATION: Accept the report.

ACTION: No action taken.

3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF MAY 31, 2012:

Scott Brickner, Director, Financial Planning and Budget, provided a presentation on the Authority's Investment Report as of May 31, 2012, which included Total Portfolio Summary, Portfolio Composition by Security Type, Portfolio Composition by Credit Rating, Portfolio Composition by Maturity Distribution, Benchmark Comparison, Details of Security Holdings, Portfolio of Investment Transactions, Bond Proceeds Summary, and Bond Proceeds Investment Transactions.

RECOMMENDATION: Accept the report.

ACTION: No action taken.

EXECUTIVE COMMITTEE NEW BUSINESS

4. **PRESENTATION OF FISCAL YEAR 2011 SUSTAINABILITY REPORT:**
Matthew Harris, Senior Director, Executive Office, provided a presentation on the San Diego County Regional Airport Authority's first Annual Sustainability Report, based upon the Global Reporting Initiative Guidelines.

Tricia Whittmore, Account Manager, Porter Novelli, presented highlights of the San Diego County Regional Airport Authority's online Sustainability Report.

5. **PRE-APPROVAL OF TRAVEL REQUESTS AND APPROVAL OF BUSINESS AND TRAVEL EXPENSE REIMBURSEMENT REQUESTS FOR BOARD MEMBERS, THE PRESIDENT/CEO, THE CHIEF AUDITOR AND GENERAL COUNSEL:**
RECOMMENDATION: Pre-approve travel requests and approve business and travel expense reimbursement requests.

ACTION: None.

REVIEW OF FUTURE AGENDAS

6. **REVIEW OF THE DRAFT AGENDA FOR THE JULY 12, 2012 SPECIAL BOARD MEETING:**
Thella F. Bowens, President/CEO, provided an overview of the draft agenda for the July 12, 2012 Special Board Meeting.

George Condon, Director, Aviation Operations & Public Safety, gave a brief outline of discussion topics for Item 14, *Update and Potential Action Regarding Ground Transportation*.

Chair Gleason requested that the staff report for Item 14 include responses to anticipated comments and concerns by the Ground Transportation groups.

7. **REVIEW OF THE DRAFT AGENDA FOR THE JULY 12, 2012 SPECIAL AIRPORT LAND USE COMMISSION MEETING:**
Thella F. Bowens, President/CEO, provided an overview of the draft agenda for the July 12, 2012 Special Airport Land Use Commission Meeting.

ACTION: Moved by Board Member Panknin and seconded by Board Member Cox to approve the draft agendas. Motion carried unanimously.

COMMITTEE MEMBER COMMENTS – None.

ADJOURNMENT:

The meeting was adjourned at 9:47 a.m. The next meeting of the Executive and Finance Committee will be held on Monday, August 27, 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 EXECUTIVE COMMITTEE OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY THIS 27th DAY OF AUGUST, 2012.

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL