

REVISED 4/22/11



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

**Item No.
4**

Meeting Date: APRIL 25, 2011

Subject:

Pre-approval of Travel Requests and Approval of Business and Travel Expense Reimbursement Requests for Board Members, the President/CEO, the Chief Auditor and General Counsel

Recommendation:

Pre-approve Travel Requests and Approve Business and Travel Expense Reimbursement Requests.

Background/Justification:

Authority Policies 3.30 (2)(b) and (4)(b) require that business expenses reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

Authority Policy 3.40 (2)(b) and (3)(b) require that travel expense reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

The attached reports are being presented to comply with the requirements of Policies 3.30 and 3.40.

Fiscal Impact:

Funds for Business and Travel expenses are included in the FY 2010 Budget.

Environmental Review:

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

Page 2 of 2

Equal Opportunity Program:

Not applicable

Prepared by:

TONY RUSSELL
DIRECTOR, CORPORATE SERVICES/AUTHORITY CLERK

EXPENSE REPORTS

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 Bu8
DEPARTURE DATE: 1/30/2011 RETURN DATE: 2/3/2011 REPORT DUE: 3/5/11
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							
		SUNDAY 1/30/11	MONDAY 1/31/11	TUESDAY 2/1/11	WEDNESDAY 2/2/11	THURSDAY 2/3/11	FRIDAY 2/4/11	SATURDAY 2/5/11	TOTALS
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	505.00								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.)*		76.00				78.00			154.00
Hotel*		296.56	296.56	296.56	296.56				1,186.24
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (include tips pd.)	Breakfast*			23.60	44.50				68.10
	Lunch*		7.06						7.06
	Dinner*				65.00				65.00
	Other Meals*	3.23	4.23	2.85	1.06	9.34			20.71
<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	505.00	375.79	307.85	323.01	407.12	87.34	0.00	0.00	1,501.11

Explanation:

Total Expenses Prepaid by Authority	505.00
Total Expenses Incurred by Employee (including cash advances)	1,501.11
Grand Trip Total	2,006.11
Less Cash Advance (attach copy of Authority ck)	
Less Expenses Prepaid by Authority	505.00
Due Traveler (positive amount) ²	
Due Authority (negative amount) ³	1,501.11

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

¹Give names and business affiliations of any persons whose meals were paid by traveler.
²Prepare Check Request
³Attach 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.

⁴ Travel and Lodging Expense Reimbursement Policy 3.40

⁵ Business Expense Reimbursement Policy 3.30

Prepared By: Thella F. Bowens
Traveler Signature: Thella F. Bowens
Approved By: Thella F. Bowens

Ext.: 2445
Date: 4/22/2011
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 Bowens Dept: Executives Office/#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: 1/5/11 PLANNED DATE OF DEPARTURE/RETURN: 1/31/11 / 2/3/11

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/AAAE Washington Legislative Conference
Explanation: ACI-NA/AAAE Washington Legislative Conference

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$ 750.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 150.00
B. LODGING	\$ 1100.00
C. MEALS	\$ 200.00
D. SEMINAR AND CONFERENCE FEES	\$ complimentary
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$
TOTAL PROJECTED TRAVEL EXPENSE	\$ 2200.00

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

Travelers Signature: Thella Bowens Date: 1-6-11

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: [Signature] Date: 1.6.11

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, Sony 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 1/24/2011 meeting.
(Leave blank and we will insert the meeting date.)



TravelTrust
374 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-1720
Website: www.traveltrust.com

BOWENS/THELLA

DEPT 6

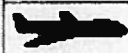
25-Jan-2011 3:10 pm

Page 1 of 2

YOUR UNITED E-TICKET CONFIRMATION IS ** KK6R38 **
-----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----
*****TICKETLESS TRAVEL INSTRUCTIONS*****


THIS IS AN E-TICKET RESERVATION.
A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN
THIS TICKET IS NON-REFUNDABLE AND MUST BE USED FOR
THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED
OR CANCELLED BEFORE THE DEPARTURE OF YOUR FLIGHTS
IT MAY HAVE NO VALUE. CONTACT TRAVELTRUST BEFORE
YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY.

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


30-Jan-2011
01:16pm
Sunday

Air United Airlines Flight# 554 Class: U
From: San Diego CA, USA To: Washington Dulles DC, USA
Meal: Food For Purchase Seats: Seat 14B
Equip: Boeing 757 200 Jet Status: Confirmed
Depart: 30-Jan-2011 Sunday 01:16pm Stops: 0
Arrival: 30-Jan-2011 Sunday 08:56pm
Depart - TERMINAL 1
Arrive -
United Airlines locator: KK6R38

** ECONOMY PLUS MIDDLE - WE WILL MONITOR FOR AISLE **
Flight Duration: 4 hour(s) and 40 minutes
Class of Service: Coach


03-Feb-2011
05:54pm
Thursday

Air United Airlines Flight# 240 Class: U
From: Washington Dulles DC, USA To: San Diego CA, USA
Meal: Food For Purchase Seats: Seat 6A
Equip: Airbus A320 Jet Status: Confirmed
Depart: 03-Feb-2011 Thursday 05:54pm Stops: 0
Arrival: 03-Feb-2011 Thursday 08:39pm
Depart -
Arrive - TERMINAL 1
United Airlines locator: KK6R38

** ECONOMY PLUS WINDOW BULKHEAD - WE WILL MONITOR FOR AISLE **
Flight Duration: 5 hour(s) and 45 minutes
Class of Service: Coach

02-Aug-2011
Tuesday

Other
San Diego CA, USA
RESERVATION RETAINED FOR 180 DAYS

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.
FOR EMERGENCY AFTERHOURS SERVICE IN THE US
PLEASE CALL 888-221-8082 AND USE YOUR VIT CODE - S7NS0
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY



TravelTrust
374 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-1720
Website: www.traveltrust.com

BOWENS/THELLA

DEPT 6

25-Jan-2011 3:10 pm

Page 2 of 2

Ticket Information

BOWENS THELLA

Ticket#: 7950687873

Invoice#: 1181579

Ticket Base Fare: 456.98

Ticket Tax: 23.02

Total Ticket Amount: 480.00

Electronic: YES

SERVICE FEE DOCUMENT #: 0542975205 FEE AMOUNT: 25.00

BILLED TO: AMERICAN EXPRESS ENDING IN 1006

ACI-NA/AAAE Legislative Conference
Washington, DC
Jan 30 through Feb 3, 2011

Sunday, January 30

Flight Info

United Airlines Flt #554

Departing 1:16pm

Seat Assignment: 12D

Arriving: 8:56pm

Hotel:

Hyatt Regency

Washington on Capitol Hill

400 New Jersey Avenue NW

Washington, DC

Tel: 202-737-1234

Confirmation # 41444135

Monday, January 31

Reauthorization Meeting

2:00pm – 6pm

Reagan National Airport/Metropolitan Washington Airports Authority

1 Aviation Circle. MA-16

Washington, DC 20001-6000

Conference Rooms 1A and 1B at the MWAA Corporate Office Building

Tuesday, February 1

ACI-NA Dinner

6:30pm

The Monocle Restaurant

107 D Street NE

Joint Executive Committee dinner

7:15pm

Bistro Bis

15 E Street, NW

ACI-NA/AAAE Legislative Conference
Washington, DC
Jan 30 through Feb 3, 2011

Wednesday, February 2

ACI-NA Executive Committee Meeting

1:30-3:00pm

Hyatt Regency Capitol Hill Hotel - Yosemite Room

ACI-NA and AAAE Joint Executive Committee

3:00-5:00pm

Hyatt Regency Capitol Hill Hotel - Yellowstone/Everglades Rooms

2011 ACI-NA Commissioners Congressional Reception

6:00 – 8:00 pm

Dirksen Senate Office Building on Capitol Hill

Room: SD-562

Thursday, February 3

Government Affairs Steering Group

10:00 am – 12:00 pm

Hyatt Regency Capitol Hill Hotel - Yellowstone Everglades Rooms

Flight Info

United Airlines Flt #240

Departing: 5:54pm

Seat Assignment: 6A

Arriving: 8:39pm

Agenda

Tuesday, February 1

1-7 p.m.

2 p.m.

2:15-4:15 p.m.

Registration

Welcome

Concurrent Roundtable Discussions

TSA Opt-Out: Incoming T&I Chairman John Mica recently sent a letter to most of the larger airports in the country, suggesting that private screeners might be a better option than the existing federal screening workforce. Come be a part of a discussion examining the pros and cons of this issue. Hear from airports that have utilized private screeners.

- Thomas R Devine, Esq.
Partner, Kaplan, Kirsch & Rockwell
LLP
- Gerald L Berry
President, Covenant Aviation Security
LLC
- Holly Woodruff Lyons
Republican Staff Director and Senior
Counsel, House Aviation Subcommittee

SMS for Airports: The FAA rulemaking requiring SMS both within movement and non-movement areas at airports could have significant operational, financial and legal impacts. Join the discussion to learn what is at stake and how to take steps to implement SMS at your airport. Share your concerns and learn how other airports are putting their plans in place.

- Peter J Kirsch, Esq.
Partner, Kaplan, Kirsch & Rockwell
LLP
- Joanne M Landry
Principal, Landry Consultants
- Frank R Miller, A.A.E.
Aviation Director, San Antonio
International Airport

(Please note, the Roundtable discussions are not open to members of the press.)

6-7 p.m.

Wednesday, February 2

7:45 a.m. - 2 p.m.

7:45 a.m. - 8:45 a.m.

8:45 a.m.

9:00 a.m. - 9:30 a.m.

Welcome Reception

Registration

Continental Breakfast

Welcome and Opening Remarks

Keynote Address

- The Honorable Ray LaHood
Secretary, Department of
Transportation

9:30 a.m. - 9:45 a.m.

The Honorable Hal Rogers (R-KY), Chairman
House Appropriations Committee

9:45 a.m. - 10:00 a.m.

Homeland Security Funding

Ben Nicholson, Clerk, House Homeland
Security Appropriations Subcommittee

10:00-11 a.m.

FAA Reauthorization Panel

- Gael Sullivan, Professional Staff,
Senate Aviation Subcommittee
- Jarrod Thompson, Professional Staff,
Senate Aviation Subcommittee
- Giles Giovinnazzi, Staff Director, House
Aviation Subcommittee

11 a.m.-12 p.m.

DOT/FAA Appropriations Panel

- Matt McCardle, Majority Professional
Staff, House Appropriations
Subcommittee on Transportation,
Housing and Urban Development, and
Related Agencies
- Kate Hallahan, Minority Clerk, House
Appropriations Subcommittee on
Transportation, Housing and Urban
Development, and Related Agencies
- Rachel Milberg, Majority Professional
Staff, Senate Appropriations
Subcommittee on Transportation,
Housing and Urban Development, and

Related Agencies

12-1:30 p.m.

Keynote Luncheon Address ***Congressional A***

- The Honorable Patty Murray (D-WA),
Chair of the Senate Transportation,
Housing and Urban Development
Appropriations Subcommittee

1:30-2:15 p.m.

Legislative Staff Update

2:15-6 p.m.

Hill Visits

6 p.m.

ACI-NA Commissioners Reception (Separate
Registration Required - For more information,
please contact Casey Jackson, ACI-NA at (202)
293-8500 or cjackson@aci-na.org.)

Thursday, February 3

8:30 a.m.

Roundtable Breakfast

9:15 a.m.

Conference Concludes; Hill Visits Continue



Hyatt Regency Washington on
Capitol Hill
400 New Jersey Avenue, NW
Washington, DC 20001
Telephone: 1 202 737 1234
Fax: 1 202 737 5773
www.hyattregencywashington.com

INVOICE

Payee Thella Bowens
1775 K Street Nw Ste 500
Washington DC 20006
United States

Room No. 0909
Arrival 01-30-11
Departure 02-03-11
Page No. 1 of 2
Folio Window 1
Folio 334417
Invoice

Membership
Bonus Code
Confirmation No. 4144413501
Group Name Airport Council Intl N America

Date	Description		Charges	Credits
01-30-11	Group Room		259.00	
01-30-11	Occupancy Tax		37.56	
01-31-11	Group Room		259.00	
01-31-11	Occupancy Tax		37.56	
02-01-11	- Restaurant Breakfast Food	Room# 0909 : CHECK# 262384	18.00	
02-01-11	- Restaurant Breakfast Tax	Room# 0909 : CHECK# 262384	1.80	
02-01-11	- Restaurant Breakfast Gratuity	Room# 0909 : CHECK# 262384	3.80	
02-01-11	Group Room		259.00	
02-01-11	Occupancy Tax		37.56	
02-02-11	- Restaurant Breakfast Food	Room# 0909 : CHECK# 262503	35.00	
02-02-11	- Restaurant Breakfast Tax	Room# 0909 : CHECK# 262503	3.50	
02-02-11	- Restaurant Breakfast Gratuity	Room# 0909 : CHECK# 262503	6.00	
02-02-11	Group Room		259.00	
02-02-11	Occupancy Tax		37.56	
02-03-11	American Express	XXXXXXXXXXXX1003 XX/XX		

New balance: 1,272.76
\$1254.34

Room x 4 = \$1186.24
Room service = 68.10
\$1254.34

18.42



Hyatt Regency Washington on
Capitol Hill
400 New Jersey Avenue, NW
Washington, DC 20001
Telephone: 1 202 737 1234
Fax: 1 202 737 5773
www.hyattregencywashington.com

INVOICE

Payee Thella Bowens
1775 K Street Nw Ste 500
Washington DC 20006
United States

Room No. 0909
Arrival 01-30-11
Departure 02-03-11
Page No. 2 of 2
Folio Window 1
Folio 334417
Invoice

Membership

Bonus Code

Confirmation No. 4144413501

Group Name Airport Council Intl N America

Date	Description	Charges	Credits
No frequent traveler account has been credited for this stay. To enroll in Gold Passport, call 1-800-51-HYATT, or visit www.GoldPassport.com .			
	Total	1,272.76	1,272.76
	Balance		0.00

Guest Signature

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

I accept delivery of The Wall Street Journal M-F (Gold Passport, Concierge, and VIP Rooms only). If refused, a refund of \$1 will be provided.

Was your stay exceptional? Please let us know what you think...
Simply e-mail us at QualityWasrw@hyatt.com

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Please remit payment to:
Hyatt Regency Washington on Capitol Hill
PO Box 6012
Washington, DC 20042

Customer Service number: 1-888-863-3020
Customer Service email: Na.CustomerService@Hyatt.com

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC
JANUARY 31 TO FEBRUARY 3, 2011—THELLA F. BOWENS**

HMSHOST
STARBUCKS COFFEE UAL
SAN DIEGO AIRPORT

005 Marisol

CHK 3500 JAN30'11 ✓ 9:28PM GST

✓
1 WATER FIJI 500ML 3.49
15 %
ARPT DISC 15% 0.52-

SUBTOTAL 2.97
TAX 0.26
AMOUNT PAID ✓ 3.23
CASH 10.23
CHANGE DUE 7.00

HOW DID WE DO?
JOE NIKNAM
619-231-5100 EXT:157
Joe.Niknam@hmshost.com

1/30/2011
other meal

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC
JANUARY 31 TO FEBRUARY 3, 2011—THELLA F. BOWENS**

C O S I
Ronald Reagan
National Airport
Washington D.C. 20001

135 Anthony

< 2332 Jan31'11 01:35PM Gst 0

Take Out

1 **To Go**	0.00
6	
Ticket #	
1 Reg Lentil ✓	3.49
1 Sm Hot Chocolate ✓	2.99
XXXXXXXXXX1003	
Amex	7.06
Subtotal	6.48
Tax	0.58
Payment	✓ 7.06

If we did or did not exceed your expectations, we would like to hear from you. Please call 800-426-5971 x1021 or email wecare@mindspring.com

ORDER # 2332

C O S I
Ronald Reagan
National Airport
Washington D.C. 20001

Date: Jan31'11 01:38PM
Card Type: Amex
Acct #: XXXXXXXXXXXX1003
Card Entry: SWIPED
Trans Type: PURCHASE
Trans Key: AIA004535576377
Auth Code: 567749
Check: 2332
Server: 135 Anthony

Subtotal: ✓ 7.06

Tip: _____

Total: _____

Lunch 1/31/2011

Signature: _____

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

*** Customer Copy ***

618567 DASANI WATER 20 ✓ 2.03
618567 DASANI WATER 20 ✓ 2.63 T
2/\$3.99 1.33-T

SUBTOTAL	3.99
TAX	0.24
TOTAL	4.23 ✓
CASH	(5.00)
CHANGE	0.77

server: 1589: alex h 566 # 152
register: REG3 Jan 31 2011 5:14 PM

Ret

*1/31/2011
other meal
\$4.23*

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC
JANUARY 31 TO FEBRUARY 3, 2011—THELLA F. BOWENS**

Breakfast
2/1/2011

HYATT WASHINGTON
ON CAPITOL HILL
ARTICLE ONE

2/1/2011 ✓ 10:16

Article One

Check: 262384 Table: B3
Server: P.D. Guests: 1
Terminal: 26

Article One

1 Yogurt Parfait ✓ 9.00
1 Bacon Side ✓ 5.00
1 Hot Tea ✓ 4.00

Subtotal 8.00
Tax 1.80
Total 19.80

** SERVICE CHARGE NOT INCLUDED **

TIP: 3.50

TOTAL: 23.62 ✓

** BELOW IS FOR ROOM CHARGE ONLY **

ROOM # 909

PRINT NAME _____

SIGNATURE _____

GIFT SHOP # 200
4618567 DASANI WATER 20 ✓ 2.63 T

SUBTOTAL 2.63
TAX 0.15
TOTAL ✓ 2.85
CASH (6.00)
CHANGE 3.15

Cash 4192: daryl frazier 569 # 213
Register: REG3 Feb 1 2011 ✓ 5:31 PM
Thank You

Returns require original receipt
Returns need to be made within 30 days

2/1
Other
meal

GIFT SHOP # 200
97442 NWS: WASHINGTON 1.00 T

SUBTOTAL 1.00
TAX 0.06
TOTAL ✓ 1.06
CASH (20.06)
CHANGE 19.00

Cash 3046: Sheila ✓ 571 # 127
Register: REG2 Feb 2 2011 8:04 PM
Thank You
Returns require original receipt
Returns need to be made within 30 days

2/1
Other
meal

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC
JANUARY 31 TO FEBRUARY 3, 2011—THELLA F. BOWENS**

HYATT WASHINGTON
ON CAPITOL HILL
ARTICLE ONE

2/2/2011

10:16

Article One

Check: 262503 Table: A33
Server: Larry B Guests: 4
Terminal: 23

Article One

1 Two Eggs Side	5.00
1 Toast	4.00
1 Toast	4.00
1 Seattle Coffee	4.00
1 Seattle Co"	4.00
1 Soda	4.50
1 Juice	5.00
1 Soda	4.50

Subtotal	35.00
Tax	3.50
Total	38.50

** SERVICE CHARGE NOT INCLUDED **

TIP: \$6.00

TOTAL: \$44.50 ✓

** BELOW IS FOR ROOM CHARGE ONLY **

ROOM # _____

PRINT NAME _____

SIGNATURE _____

2-2-2011
Breakfast

Attendees:

Thella Bowens

Mike Kulis (SDCRA)

Gina Marie Lindsey (LAWA)

Jillian Potter (SFO)

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC
JANUARY 31 TO FEBRUARY 3, 2011—THELLA F. BOWENS**

Art and Soul
415 New Jersey Ave NW
Washington, DC 20001
(202) 393-7777
Follow us on Facebook @ArtandSou
and Twitter @artandsoulDC

17 Rafael

b1 44/3 Chk 29 Gst
Feb02'11 06:06PM ✓

1 Grouper	32.00
1 Spicy Greens	6.00
1 Baby Cakes	8.00
1 Arnold Palmer	4.00

Subtotal	50.00
Sales Tax	5.00
07:39PM Total	55.00

Room Number _____

Gratuity 10.00

Total ✓ 65.00

Print Name THELLA BOWENS

Signature Thella Bowens

Gratuity / Service Charge not
included for parties under 6

Liaison Hotel
415 New Jersey Ave
Washington, DC 20001
202 638-1616

Date: Feb02'11 07:47PM
Card Type: Amex
Acct #: XXXXXXXXXXXX1003
Exp Date: XX/XX
Auth Code: 507040
Check: 29
Table: 44/3
Server: 17 Rafael

THELLA F BOWENS

Subtotal: **55.00**

Tip: _____

Total: _____

Signature _____

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

*** Merchant Copy ***

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC
JANUARY 31 TO FEBRUARY 3, 2011—THELLA F. BOWENS**

Faber News #2005
Dulles Int'l Terminal D
Dulles, Va

MT POPCORN BUTTER 1.50Z	
4038597	✓ 2.29 T
DEER PARK SPORTS CAP 240Z	
801013	✓ 2.12 T
SUBTOTAL	\$4.41
5% SALES TAX	\$0.22
TOTAL	✓ \$4.63
CASH	\$5.00
CHANGE	\$0.37

ITEMS 2
02-03-11 04:41PM 2005 01 9375 JAWAD

Thanks for shopping
Faber

FULFILLING THE
NEEDS OF TRAVELERS SINCE 1848

GIFT SHOP # 200
4618567 DASANI WATER 20 ✓ 2.69 T
153680 BANANA ✓ 1.75 T

SUBTOTAL	4.44
TAX	0.27
TOTAL	✓ (4.71)
CASH	(10.71)
CHANGE	6.00

Cash 3809: tiana p ✓ 573 # 44
Register: REG2 Feb 3 2011 10:09 AM
Thank You
Returns require original receipt
Returns need to be made within 30 days.

2/3/2011 Other meal

↑
2/3/2011 Other meal



WASHINGTON FLYER TAXI

**SERVING
DULLES INTERNATIONAL AIRPORT
703-224-2022
RESERVATIONS**

Driver _____ Cab No. _____

THANK YOU FOR YOUR PATRONAGE

1/30/2011
From Dulles

\$64 to \$12 TIP

← (76.00)

**RECEIPTS FROM TRAVEL TO WASHINGTON, DC
JANUARY 31 TO FEBRUARY 3, 2011—THELLA F. BOWENS**

TAXICAB RECEIPT



Time: _____

Date: 2/3/2011

Origin of trip: Hyatt Regency

Destination: Dulles Airport

Fare: _____ Sign: _____

to Dulles Airport

\$69.75 + \$ 8.25 tip \$78

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

TRAVEL EXPENSE REPORT

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

TRAVELER: Thella F. Bowens DEPT. NAME & NO. Executive Office BU6
 DEPARTURE DATE: 2/15/2011 RETURN DATE: 2/19/2011 REPORT DUE: 3/21/11
 DESTINATION: Savannah, GA

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 2/13/01	MONDAY 2/14/11	TUESDAY 2/15/11	WEDNESDAY 2/16/11	THURSDAY 2/17/11	FRIDAY 2/18/11	SATURDAY 2/19/11	TOTALS
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	428.80								0.00
Conference Fees (provide copy of flyer/registration expenses)	395.00								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.)*				40.00				51.00	91.00
Hotel*				233.40	233.40	233.40	233.40	86.11	1,019.71
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (include tips pd.)	Breakfast*				18.73			25.30	44.03
	Lunch*								0.00
	Dinner*			46.54			56.33	31.45	134.32
	Other Meals*								0.00
Alcohol is a non-reimbursable expense									
Hospitality ¹ *									0.00
Miscellaneous:									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
Total Expenses prepaid by Authority		823.80	0.00	0.00	319.94	252.13	233.40	289.73	1,289.06

Explanation:

Total Expenses Prepaid by Authority	823.80
Total Expenses Incurred by Employee (including cash advances)	1,289.06
Grand Trip Total	2,112.86
Less Cash Advance (attach copy of Authority ck)	
Less Expenses Prepaid by Authority	823.80
Due Traveler (positive amount) ²	
Due Authority (negative amount) ³	1,289.06

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.

⁴ Travel and Lodging Expense Reimbursement Policy 3.40

⁵ Business Expense Reimbursement Policy 3.30

Prepared By: Amy Caldera
 Traveler Signature: Thella F. Bowens
 Approved By: _____

Ext.: X2445
 Date: 22 April 2011
 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 Bowens Dept: Executive Office / #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: 12/2/10 PLANNED DATE OF DEPARTURE/RETURN: 2/15/10 / 2/19/10

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

Destination: Savannah, GA

Purpose: ACI-NA 2011 Winter Board of Directors Meeting and CEO Forum

Explanation: _____

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$	400
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	100
B. LODGING	\$	900
C. MEALS	\$	150
D. SEMINAR AND CONFERENCE FEES	\$	395
E. ENTERTAINMENT (If applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	
TOTAL PROJECTED TRAVEL EXPENSE	\$	1945

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 Bowens

Date: _____

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

By my signature below, I certify the following:

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

Administrator's Signature: Thella Bowens

Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, Tony 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 12/20/2010 meeting.
(Leave blank and we will insert the meeting date.)

As of February 10, 2011

ACI-NA 2011 WINTER BOARD OF DIRECTORS MEETING and CEO FORUM

February 16 - 18, 2011

The Westin Savannah, Savannah, GA

Wednesday, February 16, 2011

Registration: 9:30 am to 5:00 pm -Grand Ballroom Foyer

11 am - 2 pm WBP/Associates Board of Directors (lunch provided)

Grand Ballroom D

11:30am - 1:45pm Executive Committee (lunch provided)

Grand Ballroom E

2 - 3 pm Exec-2-Exec Committee Meeting

Grand Ballroom E

3 - 5:30 pm

Grand Ballroom C

3 - 3:15 pm

CEO Forum - the U.S. Perspective

Welcomes

- Greg Principato, President, ACI-NA
- Frank R. Miller, Aviation Director, City of San Antonio
Aviation Department; Chair, ACI-NA
- Sylvester Formey, Chairman, Savannah Airport Commission
- Patrick S. Graham, Executive Director, Savannah Airport
Commission

3:15 - 4 pm

Who's In, Who's Out, What Does it Mean to ACI-NA?

Moderator:

Jane Q. Calderwood, Vice President, Government and Political Affairs,
ACI-NA

The View from the Left:

Steve Palmer, Vice President, Van Scoyoc Associates, Inc.

The View from the Right:

✓ C. Stewart Verdery, Founder & Partner, Monument Policy Group

4 - 4:45 pm

Airport Financing - Changing the Course

Greg Principato

4:45 - 5:30 pm

FAA Flightpath for 2011

Introduction: Thella Bowens, President/CEO, San Diego County
Regional Airport Authority; First Vice Chair, ACI-NA

Speaker: The Honorable Michael Huerta, Deputy Administrator, FAA

6 - 7:30 pm
River Lawn

Welcome Reception
Sponsored by:



Evening

PAC Fundraiser

Thursday, February 17, 2011

Registration: 7:00 am to 5:00 pm –Harbor Ballroom Foyer

7:30 – 9 am Buffet Breakfast
Harbor Ballroom Foyer
8 – 10 am U.S. Government Affairs Steering Group
Riverscape
9:30 – 10 am **AM Break sponsored by**



10 am – 5 pm Harbor Ballroom	CEO Forum – the North American Perspective
10 – 10:15 am	Setting the Stage <i>Frank R. Miller</i>
10:15 – 10:45 am	Clear Skies Ahead for the Economy? <i>Dr. David E. Altig, Senior Vice President and Director of Research Federal Reserve Bank of Atlanta</i>
10:45 – 11:30 am	Decoding the Data: Is An Aviation Recovery In Our Sights? <i>Deborah C. McElroy, Executive Vice President, Policy and External Affairs, ACI-NA</i>
11:30am – 12:15pm	Are Aircraft Delivery Schedules a Reliable Crystal Ball? <i>George W. Hamlin, President, Hamlin Transportation Consulting</i>
12:15 – 1:30 pm	Buffet Lunch
1:45 – 2:30 pm	Airport IT - Are You Ready For The Future? <i>John W Powell, Business Development Manager, Airport Management Solutions</i>
2:30 – 3:30 pm	What's Happening Beyond North America? Moderator: <i>William A. Restall, President and Chief Executive Officer Saskatoon Airport Authority,</i> Panelists: <i>Angela Gittens, Director General, ACI</i> <i>Steve Van Beek, Ph.D., Chief of Policy and Strategy, LeighFisher</i>
3:30 – 4 pm	PM Break
4 – 5 pm	Airport Negotiations- What the Airlines Want Now Moderator: <i>Scott Lewis, Managing Partner, Anderson & Kreiger LLP</i> Panelists: <i>- Mark M. Reis, Aviation Director, Port of Seattle/Seattle-Tacoma International Airport</i> <i>- Maureen Riley, Executive Director, Salt Lake City Department of Airports</i> <i>- Lloyd McCoomb, President, Greater Toronto Airports Authority</i>

Evening

Host Airport Event
Seafood ~ Savannah sponsored by



Friday, February 18, 2011

Registration: 7:00 am to 11:00 am - Harbor Ballroom Foyer

7:30 - 8:30 am	Board of Directors Buffet Breakfast
8:30 am - Noon Harbor Ballroom D	Board of Directors Meeting
Noon - 1 pm	Box Lunches
3 - 5 pm Club Board Room	Regional Directors Meeting (<i>by Invitation only</i>)
Evening	Regional Directors Dinner (<i>by Invitation only</i>)

Saturday, February 19, 2011

9 - 9:30 am Club Board Room	Regional Directors Buffet Breakfast (<i>by Invitation only</i>)
9:30 am - Noon Club Board Room	Regional Directors Meeting (<i>by invitation only</i>)

Attendee Bags sponsored by:



Hotel Room Keys sponsored by:



THE PARADIES SHOPS

A Family Business Since 1960
www.theparadiesshops.com

Lanyards sponsored by:

RS&H
IMPROVING YOUR WORLD

Caldera Amy

From: cgroup@aci-na.org
Sent: Thursday, December 16, 2010 10:01 AM
To: Bowens Thella; Berg Dianne
Subject: President/CEO - Confirmation

12/16/2010



Meeting Confirmation Notice

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

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

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

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

You are registered for the following:

President/CEO

From Wednesday, February 16, 2011 through Friday, February 18, 2011

Description	UnitPrice	Quantity	Price
CEO Forum Airport Registrant ✓	\$ 395.00	1	\$ 395.00
Total			395.00
Payments			395.00
Balance			0.00

Thank you for registering for the 2011 CEO Forum, to be held February 16-17, 2010, at the Westin Savannah Harbor in Savannah, GA. Call the hotel directly at (912) 201-2000 or (800) 937-8461 to make room reservations. Be sure to request the Airports Council International group rate of \$205 plus tax single/double occupancy. Refunds will be issued on individual hotel reservations canceled no later than 4 pm two days in advance of the confirmed arrival date. Cancellations received after that time will be charged one night's room and tax. The hotel cut-off date is Friday, January 21, 2011. Reservations made after this date can only be accepted on a space and rate available basis. The hotel may sell out of rooms or rooms at the conference rate before the cut-off date. Make your reservations early!

A taxi ride from SAV to the hotel is approximately \$35 one-way for one person and \$5 for each additional

passenger.

Dress for the meeting is business casual.

If you need to cancel your registration, please contact ACI-NA as soon as possible at (202) 293-8500 or email mmoyo@aci-na.org. Registration fees will be fully refunded if written notice is received at ACI-NA no later than Friday, January 21, 2011. After January 21, all refunds will have a processing fee of \$75 deducted. No refunds will be issued on cancellations received after Friday, January 28, 2011. Substitutions will be honored at any time. All no-shows will be billed.

For additional information on this event, please visit <http://www.aci-na.org/conferences/detail?eventId=130>.

We look forward to seeing you in Savannah for the 2011 CEO Forum.



TravelTrust
374 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-720
Website: www.traveltrust.net

BOWENS/THELLA

DEPT 6

07-Jan-2011 4:20 pm

Page 1 of 2

YOUR UNITED E-TICKET CONFIRMATION IS ** KM6S5W **

-----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----

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

THIS IS AN E-TICKET RESERVATION.

A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN
THIS TICKET IS NON-REFUNDABLE AND MUST BE USED FOR
THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED
OR CANCELLED BEFORE THE DEPARTURE OF YOUR FLIGHTS
IT MAY HAVE NO VALUE. CONTACT TRAVELTRUST BEFORE
YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY.

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


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


15-Feb-2011
07:45am
Tuesday

Air United Airlines
From: San Diego CA, USA
Meal: Food For Purchase
Equip: Boeing 757 200 Jet
Depart: 15-Feb-2011 Tuesday 07:45am
Arrival: 15-Feb-2011 Tuesday 03:31pm
Depart - TERMINAL 1
Arrive -
United Airlines locator: KM6S5W

Flight# 970 Class: S
To: Washington Dulles DC, USA
Seats: Seat: 16D
Status: Confirmed
Stops: 0

** EXIT ROW AISLE SEAT CONFIRMED **
Flight Duration: 4 hour(s) and 46 minutes
Class of Service: Coach


15-Feb-2011
04:49pm
Tuesday

Air United Airlines
From: Washington Dulles DC, USA
Meal: None
Equip: ERJ-145 Jet
Depart: 15-Feb-2011 Tuesday 04:49pm
Arrival: 15-Feb-2011 Tuesday 06:33pm
IAD-SAV OPERATED BY /UNITED EXPRESS/TRANS STATES AIRLINES
United Airlines locator: KM6S5W

Flight# 7687 Class: S
To: Hilton Head/Savannah GA, USA
Seats: Seat: 12A
Status: Confirmed
Stops: 0


** EXIT ROW AISLE SEAT CONFIRMED **
Flight Duration: 1 hour(s) and 44 minutes
Class of Service: Coach


19-Feb-2011
02:26pm
Saturday

Air United Airlines
From: Hilton Head/Savannah GA, USA
Meal: None
Equip: CRJ-Canadair Regiona
Depart: 19-Feb-2011 Saturday 02:26pm
Arrival: 19-Feb-2011 Saturday 04:07pm
SAV-IAD OPERATED BY /UNITED EXPRESS/ATLANTIC SOUTHEAST AIRL
United Airlines locator: KM6S5W

Flight# 7149 Class: S
To: Washington Dulles DC, USA
Seats: Seat: 8B
Status: Confirmed
Stops: 0

** EXIT ROW AISLE SEAT CONFIRMED **
Flight Duration: 1 hour(s) and 41 minutes
Class of Service: Coach


19-Feb-2011
05:26pm
Saturday

Air United Airlines
From: Washington Dulles DC, USA
Meal: Food For Purchase
Equip: Boeing 757 200 Jet
Depart: 19-Feb-2011 Saturday 05:26pm
Arrival: 19-Feb-2011 Saturday 08:06pm
Depart -
Arrive - TERMINAL 1
United Airlines locator: KM6S5W

Flight# 240 Class: S
To: San Diego CA, USA
Seats: Seat: 16C
Status: Confirmed
Stops: 0



TravelTrust
374 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-1720
Website: www.traveltrust.com

BOWENS/THELLA

DEPT 6

07-Jan-2011 4:20 pm

Page 2 of 2

**** EXIT ROW AISLE SEAT CONFIRMED ****
Flight Duration: 5 hour(s) and 40 minutes
Class of Service: Coach

Other

18-Aug-2011
Thursday

San Diego CA, USA
RESERVATION RETAINED FOR 180 DAYS

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

Ticket Information

BOWENS THELLA
Ticket#: 7944857719
Invoice#: 1181099

Ticket Base Fare:	331.16
Ticket Tax:	67.64
Total Ticket Amount:	398.80

Electronic: YES

SERVICE FEE DOCUMENT #: 0542445362 . FEE AMOUNT: 30.00

BILLED TO: AMERICAN EXPRESS ENDING IN 1006

the westin savannah harbor golf resort & spa
1 resort drive savannah, georgia 31421
phone 912.201.2000 fax 912.201.2001
westin.com/savannah

** Not fully updated*

*by next
invoice for
complete
billing*

guest

@@@ Thella Bowens

PO BOX 82776

SAN DIEGO, CA 92138-2776

ACB15A

room 1601
rate 205.00
no. pers. 1
folio 428507
page 1
arrive 15-FEB-11 19:14
depart 19-FEB-11
payment AX

travel agent/charge to

date		description	charges/credits	
15-FEB-11	RT1601	Room Charge	205.00	#233
15-FEB-11	RT1601	State Tax	14.35	
15-FEB-11	RT1601	City/Local Tax	12.30	
15-FEB-11	RT1601	City Occ Fee	1.75	
15-FEB-11	7177940	Aqua Star	46.54	#2334
16-FEB-11	RT1601	Room Charge	205.00	
16-FEB-11	RT1601	State Tax	14.35	
16-FEB-11	RT1601	City/Local Tax	12.30	
16-FEB-11	RT1601	City Occ Fee	1.75	#2334
16-FEB-11	7178770	Aqua Star	18.73	
17-FEB-11	RT1601	Room Charge	205.00	
17-FEB-11	RT1601	State Tax	14.35	
17-FEB-11	RT1601	City/Local Tax	12.30	
17-FEB-11	RT1601	City Occ Fee	1.75	#2334
18-FEB-11	RT1601	Room Charge	205.00	
18-FEB-11	RT1601	State Tax	14.35	
18-FEB-11	RT1601	City/Local Tax	12.30	
18-FEB-11	RT1601	City Occ Fee	1.75	
18-FEB-11	2188070	In Room Dining	56.33	
19-FEB-11	AX	American Express	1064.27-	
Balance Due			0.00	

** continued on the next page **

I agree to remain personally liable for the payment of this account if the corporation or other third party billed fails to pay part or all of these charges.

signature _____

@@@ Thella Bowens
FOLIO 428507 15-FEB-11

WESTIN
HOTELS & RESORTS

the westin savannah harbor golf resort & spa
1 resort drive savannah, georgia 31421
phone 912.201.2000 fax 912.201.2001
westin.com/savannah

guest

@@@ Thella Bowens

PO BOX 82776

SAN DIEGO, CA 92138-2776

ACB15A

room 1601
rate 205.00
no. pers. 1
folio 428507 EX-A
page 2
arrive 15-FEB-11 19:14
depart 19-FEB-11
payment AX

travel agent/charge to

For your convenience, we have prepared this zero-balance folio to assist you as you depart. Please be advised that you are ultimately responsible for paying folio charges in full and any future charges not reflected on this folio will be billed to the credit card on file. If your billing is correct it is not necessary to visit the front desk and you may depart at your leisure. Travel safely!

EXPENSE REPORT SUMMARY

Date	Room & Tax	Food & Bev	Telecom	Spa & Golf	Other	Total	Payment
15-FEB-11	233.40	46.54	0.00	0.00	0.00	279.94	0.00
16-FEB-11	233.40	18.73	0.00	0.00	0.00	252.13	0.00
17-FEB-11	233.40	0.00	0.00	0.00	0.00	233.40	0.00
18-FEB-11	233.40	65.40	0.00	0.00	0.00	298.80	0.00
Total	933.60	130.67	0.00	0.00	0.00	1064.27	0.00

Thank you for staying at the Westin Savannah. For questions regarding this folio, contact us at info.savannah@westin.com or 866-447-2433.

Accounting Shontee Ford
Allison M.

Shonta.fuller@westin.com

I agree to remain personally liable for the payment of this account if the corporation or other third party billed fails to pay part or all of these charges

signature _____

As a Starwood Preferred Guest you have earned at least 1901 Starpoints for this visit A41425053629

@@@ Thella Bowens

FOLIO 428507 15-FEB-11

WESTIN
HOTELS & RESORTS

updated invoice
for hotel

*** Thella Bowens

PO BOX 82776
SAN DIEGO, CA 92138-2776

ACB15A

1601

1

428507 A

1

15-FEB-11 00:00

19-FEB-11 00:00

AX

15-FEB-11	RT1601	Room Charge	205.00	
15-FEB-11	RT1601	State Tax	14.35	
15-FEB-11	RT1601	City/Local Tax	12.30	233.40
15-FEB-11	RT1601	City Occ Fee	1.75	
15-FEB-11	7177940	Aqua Star	46.54	see Receipts, page 1
16-FEB-11	RT1601	Room Charge	205.00	
16-FEB-11	RT1601	State Tax	14.35	
16-FEB-11	RT1601	City/Local Tax	12.30	233.40
16-FEB-11	RT1601	City Occ Fee	1.75	
16-FEB-11	7178770	Aqua Star	18.73	see Receipts, page 1
17-FEB-11	RT1601	Room Charge	205.00	
17-FEB-11	RT1601	State Tax	14.35	
17-FEB-11	RT1601	City/Local Tax	12.30	233.40
17-FEB-11	RT1601	City Occ Fee	1.75	
18-FEB-11	RT1601	Room Charge	205.00	
18-FEB-11	RT1601	State Tax	14.35	
18-FEB-11	RT1601	City/Local Tax	12.30	233.40
18-FEB-11	RT1601	City Occ Fee	1.75	
18-FEB-11	001101050	Standard		
18-FEB-11	2188070	In Room Dining	56.33	see Receipts, page 3
19-FEB-11	7190252	Aqua Star	25.30	see Receipts, page 4/5
19-FEB-11	AX	American Express	1089.57	

For Authorization Purposes Only
xxxxx1003
Auth Date Code Authorized
15-FEB-11 588620 1271.00

Balance Due

0.00

** continued on the next page **

4 nights @ 233.40 = \$ 1019.71
Meals \$ 146.90

*** Thella Bowens

FOLIO 428507 15-FEB-11

@@@ Thella Bowens

PO BOX 82776
SAN DIEGO, CA 92138-2776

ACB15A

1601

1

428507 A

2

15-FEB-11 00:00

19-FEB-11 00:00

AX

EXPENSE REPORT SUMMARY

Date	Room & Tax	Food & Bev	Telecom	Spa & Golf	Other	Total	Payment
15-FEB-11	233.40	46.54	0.00	0.00	0.00	279.94	0.00
16-FEB-11	233.40	18.73	0.00	0.00	0.00	252.13	0.00
17-FEB-11	233.40	0.00	0.00	0.00	0.00	233.40	0.00
18-FEB-11	233.40	65.40	0.00	0.00	0.00	298.80	0.00
19-FEB-11	0.00	25.30	0.00	0.00	0.00	25.30	1089.57-
Total	933.60	155.97	0.00	0.00	0.00	1089.57	1089.57-

Thank you for staying at the Westin Savannah. For questions regarding this folio, contact us at info.savannah@westin.com or 866-447-2433.

As a Starwood Preferred Guest you have earned at least 1952
Starpoints for this visit A41425053629

@@@ Thella Bowens

FOLIO 428507 15-FEB-11



Plane was late -
connection missed
required overnight

Hyatt Dulles
2300 Dulles Corner Boulevard
Herndon, VA 20171
Tel: 703-713-1234
Fax: 703-713-3410
dulles.hyatt.com

INVOICE

Payee Ms Thella Bowens
Po Box 488
San Diego Intl Airport
San Diego CA 921120488
United States

Membership

Bonus Code

Confirmation No. 5169263901

Group Name

Room No. 1402
Arrival 02-19-11
Departure 02-20-11
Page No. 1 of 1
Folio Window 1
Folio 32382
Invoice

Date	Description	Charges	Credits
02-19-11	Guest Room	79.00	
02-19-11	State Sales Tax	3.95	
02-19-11	County Occupancy Tax	3.16	
02-20-11	American Express XXXXXXXXXXXX1003 XX/XX		86.11

Your Gold Passport account will be credited for this stay.

Total 86.11 86.11

Balance 0.00

Guest Signature

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

THANK YOU FOR CHOOSING HYATT DULLES

We trust your stay was enjoyable. However, if there is any aspect of your visit that was less than perfect, we want to know. Please contact us for any of the following services:

Guest Billing Inquiries - NA.CustomerService@Hyatt.com or 888-472-2870
General Comments - QualityDulles@Hyatt.com or 703-793-6905
Hotel Main Number - 703-713-1234

Please remit payment to:
Hyatt Dulles
P.O. Box 842459
Dallas, TX 75284

**RECEIPTS FROM TRAVEL TO SAVANNAH, GA
FEBRUARY 15 - 19, 2011—THELLA F. BOWENS**

WES

SH

1 RESORT DRIVE
SAVANNAH, GA 31402
912-201-2000

=== REPRINT ===

dinner

717794
K 9:12 PM Table 6
Guests 1

1 SIMPLE SALAD 7.00
1 FLOUNDER 27.00
2 [SUB PARM RIS 0.00
1 LEMONADE 2.95

BOW SubTotal 36.95
Y BOWENS, THELLA Taxes... 1.59

Total 38.54

=== REPRINT ===

ROOM CHG TIP.. 1.00
BOW 46.54

ROOM CHG Tendered 46.54

TIP

TOTAL

ROOM NO.

SIGNATURE

Print Name

*** **
*** **

WESTIN SAVANNAH
AQUASTAR
1 RESORT DRIVE
SAVANNAH, GA 31402
912-201-2000

Breakfast

717877.1
COURTNEY E Table 4
Wed 02/16/11 10:43 AM ✓ Guests 1
Guest Num: 1

1 COFFEE 2.95
1 SEASON BERRIES 7.50
[REDACTED]
1 SIDE BACON 4.25
[REDACTED]

SubTotal 14.70
Taxes... 1.03

Please pay this amount
Total 15.73

TIP 3.00
TOTAL 18.73 ✓
ROOM NO.

SIGNATURE

Print Name

***** Thank You *****

RECEIPTS FROM TRAVEL TO SAVANNAH, GA
FEBRUARY 15 - 19, 2011—THELLA F. BOWENS

WESTIN SAVANNAH

IN ROOM DINING
1 RESORT DRIVE
SAVANNAH, GA 31402
912-201-2000

dinner

ver:: KATE K

218807.1
IRISTOPHER B Table 103
02/18/11 8:08 PM ✓ Guests 1
st Num: 1

DELIV. CHARGE 3.00
FRESH FISH 32.00
MOLTEN CHOC CAK 8.50

1 SubTotal 43.50
OWENS, THELLA

21% Gratuity 9.14
Taxes... 3.69

Please pay this amount
Total 56.33

TIP _____

TOTAL _____

ROOM NO. _____

SIGNATURE _____

Print Name _____

***** Thank You *****



DULLES AIRPORT TAXI INC.
PART OF WASHINGTON FLYER
CAB #062

Date 02/19/2011
FROM: 18:54 TO: 19:04
TRIP # 5832
DIST 4.65 mi
FARE.....\$ 13.00
EXTRAS.....\$ 2.00
TOTAL.....\$ 15.00 ✓

THANK YOU FOR USING US
703-661-8230

219
From Dulles Airport
to hotel - Hyatt
(connection missed)

**RECEIPTS FROM TRAVEL TO SAVANNAH, GA
FEBRUARY 15 - 19, 2011—THELLA F. BOWENS**

WES I

RESORT DRIVE
SAVANNAH, GA 31402
512-291-2000

== REPRINT ==

SUSANNE O 719025.2
Sat 02/19/11 10:53 AM Table 9
Guest Num: 2 Guests 2

1 COFFEE
MILK

2.90

✓

12.90

*Red Hot & Blues
Express Delivery - Dulles Hyatt*

DATE <u>2/19</u>	CLERK
AUTHORIZATION	SERVER
REFERENCE NO. <u>53710</u>	

RETAIN FOR

5666964

PURCHASER SIGN HERE

X

Cardholder acknowledges receipt of goods and/or services in the amount of the total shown hereon and agrees to perform the obligations set forth in the Cardholder's agreement with the issuer.

QTY.	DESCRIPTION	AMOUNT
		26.21
SALES SLIP	TAX	
	TIP	5.24
	MISC.	
	TOTAL	\$31.45

CUSTOMER

REG. AMOUNT 25.30

Amount Tendered 25.30 ✓

TTP

TOTAL

POOM NO.

SIGNATURE

Print Name

*****1111

Requested clear copy of receipt to see itemized summary go to page

Page 3 OF 6

RECEIPTS FROM TRAVEL TO SAVANNAH, GA **FEBRUARY 15 - 19, 2011—THELLA F. BOWENS**

Profit Series Administration ver: 8.04.81
 Date: 03-31-2011 Time: 01:29p

WESTIN SAVANNAH

Transaction Details
 Page: 01

REPORT DATE: 02-19-2011

Internal Tracking Number (719025.2)

Table: 9
 Dining Room: AQUABAR
 Guests: 1
 Started By : SUSANNE OLIVER 09:28
 Closed By : SUSANNE OLIVER 10:53

Action Item Name	Qty	Amount	Change Price/Remove Tax Comps/Voids/Discounts Reason/Authorization
Sale: COFFEE	1	\$2.95	
Sale: ORANGE JUICE	1	\$2.95	
Sale: GRANOLA CAKES	1	\$9.75	
Sale: SIDE BACON	1	\$4.25	

Payment Summary:	Amount	Gratuity	Add'l Tip	Total
Pymt: ROOM CHG	\$21.30	\$0.00	\$4.00	\$25.30
Tendered:	\$25.30			
Card #: (1601) Exp: Token:				
Guest: Y BXXXXXXXXXXXXXX				


Settlement Summary:

SubTotal	\$19.90
Tax:	\$1.40
Tax2:	\$0.00
Tip	\$4.00
Auto Gratuity:	\$0.00
Total	\$25.30

Page 4 OF 6

Duplicate Receipt only
 see page 4 of 6
 for original receipt

**RECEIPTS FROM TRAVEL TO SAVANNAH, GA
FEBRUARY 15 - 19, 2011—THELLA F. BOWENS**

<i>Concierge</i> <i>Taxi Service</i> <i>Savannah, Georgia</i>		
ROBERT T.S. MICKLES SR. OWNER / OPERATOR		912.604.8466
Signature _____	Date _____	Fare _____

2/15 taxi to hotel from airport
\$35 fare
\$5 tip

\$40⁰⁰

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

MISSING RECEIPT FORM

Employee/Department Head must complete form below.

Date of Purchase/Event: 2/19/2011
Description of Item/Event: Taxi from hotel to airport
Vendor/Event Name: Taxi from Westin Savannah
Dollar Amount: \$ 36 (\$30 + \$6 tip)
Reason for Missing Receipt: Lost receipt

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


Employee Signature


Date

Department Head Signature

Date

**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 Bu8
DEPARTURE DATE: 3/30/2011 RETURN DATE: 4/1/2011 REPORT DUE: 5/1/11
DESTINATION: Sacramento, CA

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

	Authority Expenses (Prepaid by Authority)	Employee Expenses							
		SUNDAY 3/27/11	MONDAY 3/28/11	TUESDAY 3/29/11	WEDNESDAY 3/30/11	THURSDAY 3/31/11	FRIDAY 4/1/11	SATURDAY 4/2/11	TOTALS
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	459.40								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.)*							36.00		36.00
Hotel*					95.73				95.73
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)									0.00
Meals (include tips pd.)									0.00
Breakfast*									0.00
Lunch*									0.00
Dinner*									0.00
Other Meals*									0.00
Alcohol is a non-reimbursable expense									
Hospitality ¹ *									0.00
Miscellaneous:									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
Total Expenses prepaid by Authority	459.40	0.00	0.00	0.00	95.73	0.00	36.00	0.00	131.73

Explanation:

Total Expenses Prepaid by Authority	459.40
Total Expenses Incurred by Employee (including cash advances)	131.73
Grand Trip Total	591.13
Less Cash Advance (attach copy of Authority ck)	
Less Expenses Prepaid by Authority	459.40
Due Traveler (positive amount) ²	
Due Authority (negative amount) ³	131.73

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.

⁴ Travel and Lodging Expense Reimbursement Policy 3.40

⁵ Business Expense Reimbursement Policy 3.30

Prepared By:

Andy Caldera

Ext.: 2445

Traveler Signature:

Thella F. Bowens

Date: 04/22/2010

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: Executive Office #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: 02/08/11 **PLANNED DATE OF DEPARTURE/RETURN:** 03/30/11 / 03/31/11

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

Destination: Sacramento, CA

Purpose: California Airport Council Meeting and meetings with State Delegation members

Explanation: California Airport Council Meeting and meetings with State Delegation members

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$	<u>410.00</u>
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	<u> </u>

B. LODGING	\$	<u>100.00</u>
------------	----	---------------

C. MEALS	\$	<u>50.00</u>
----------	----	--------------

D. SEMINAR AND CONFERENCE FEES	\$	<u> </u>
--------------------------------	----	-------------------

E. ENTERTAINMENT (If applicable)	\$	<u> </u>
----------------------------------	----	-------------------

F. OTHER INCIDENTAL EXPENSES	\$	<u> </u>
------------------------------	----	-------------------

TOTAL PROJECTED TRAVEL EXPENSE	\$	<u>560.00</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: 2-10-11

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: [Signature] Date: 2.10.11

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

1. Tony 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 2/22/11 meeting.
(Leave blank and we will insert the meeting date.)



TravelTrust
374 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-1720
Website: www.traveltrust.com

BOWENS/THELLA

DEPT 6

01-Mar-2011 5:26 pm

Page 1 of 1

YOUR SOUTHWEST ETICKET CONFIRMATION IS ** XQFEC5 **

-----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----

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

THIS IS AN E-TICKET RESERVATION.

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

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

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

30-Mar-2011
08:25am
Wednesday

Air Southwest Airlines
From: San Diego CA, USA
Meal: None

Equip: Boeing 737-700 Jet
Depart: 30-Mar-2011 Wednesday 08:25am
Arrival: 30-Mar-2011 Wednesday 09:55am

Flight# 1697 Class: Y
To: Sacramento CA, USA

Status: Confirmed
Stops: 0

Depart - TERMINAL 1
Arrive - TERMINAL A
Southwest Airlines locator: XQFEC5
Flight Duration: 1 hour(s) and 30 minutes
Class of Service: Coach

31-Mar-2011
04:35pm
Thursday

Air Southwest Airlines
From: Sacramento CA, USA
Meal: None

Equip: Boeing 737-700 Jet
Depart: 31-Mar-2011 Thursday 04:35pm
Arrival: 31-Mar-2011 Thursday 06:00pm

Flight# 3670 Class: Y
To: San Diego CA, USA

Status: Confirmed
Stops: 0

Depart - TERMINAL A
Arrive - TERMINAL 1
Southwest Airlines locator: XQFEC5
Flight Duration: 1 hour(s) and 25 minutes
Class of Service: Coach

27-Sep-2011
Tuesday

San Diego CA, USA
RESERVATION RETAINED FOR 180 DAYS-A

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.

FOR EMERGENCY AFTERHOURS SERVICE IN THE US

PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0

PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER

EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00

THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

Ticket Information

BOWENS THELLA
Ticket#: 2158608535
Invoice#: 1182575

Ticket Base Fare: 399.40 ✓
Ticket Tax: 0.00
Total Ticket Amount: 399.40

Electronic: YES

SERVICE FEE DOCUMENT #: 0544105979 FEE AMOUNT: 30.00 ✓

BILLED TO: AMERICAN EXPRESS ENDING IN 1006



TravelTrust
374 North Coast Highway 101
Encinitas, Ca 92024
Tel: 760-635-1700
Fax: 760-635-720
Website: www.traveltrust.com

BOWENS/THELLA

DEPT 6

11-Mar-2011 3:09 pm

Page 1 of 1

YOUR SOUTHWEST ETICKET CONFIRMATION IS ** XQFEC5 **

-----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----

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

THIS IS AN E-TICKET RESERVATION.

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

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

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

30-Mar-2011
08:25am
Wednesday

Air Southwest Airlines
From: San Diego CA, USA
Meal: None

Flight# 1697 Class: Y
To: Sacramento CA, USA

Equip: Boeing 737-700 Jet
Depart: 30-Mar-2011 Wednesday 08:25am
Arrival: 30-Mar-2011 Wednesday 09:55am

Status: Confirmed
Stops: 0

Depart - TERMINAL 1
Arrive - TERMINAL A
Southwest Airlines locator: XQFEC5
Flight Duration: 1 hour(s) and 30 minutes
Class of Service: Coach

01-Apr-2011
08:35am
Friday

Air Southwest Airlines
From: Sacramento CA, USA
Meal: None

Flight# 584 Class: Y
To: San Diego CA, USA

Equip: Boeing 737-700 Jet
Depart: 01-Apr-2011 Friday 08:35am
Arrival: 01-Apr-2011 Friday 10:00am

Status: Confirmed
Stops: 0

Depart - TERMINAL A
Arrive - TERMINAL 1
Flight Duration: 1 hour(s) and 25 minutes
Class of Service: Coach

Other

27-Sep-2011
Tuesday

San Diego CA, USA
RESERVATION RETAINED FOR 180 DAYS-B

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.

FOR EMERGENCY AFTERHOURS SERVICE IN THE US
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0

PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER

EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00

THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

Ticket Information

BOWENS THELLA
Ticket#: 2160922244
Invoice#: 1182576

Ticket Base Fare: 5.00
Ticket Tax: 0.00
Total Ticket Amount: 5.00 ✓

Electronic: YES

SERVICE FEE DOCUMENT #: 0544463330 FEE AMOUNT: 25.00 ✓

BILLED TO: AMERICAN EXPRESS ENDING IN 1006

399.40

5.00

404.40

30

25

\$55

\$ 459.4

**CAC Meeting Sacramento March 30-31
The Citizen Hotel**

Wednesday, March 30

9:55 a.m.	Southwest #1697 arrives in Sacramento Taxi to Citizen Hotel
11:00 a.m.	Meeting with Assemblymember Brian Jones Capitol Room 3149
11:30 a.m.	Meeting with Assemblymember Toni Atkins Capitol Room 4146
12-1:00 p.m.	Lunch with Manatt Staff <i>TBD</i>
1:00 p.m.	Meeting with Assemblymember Ben Hueso Capitol Room 5144
1:30-2:00 p.m.	Meeting with Collin McGlasshen, Chief of Staff, Senator Joel Anderson Capitol Room 2054
2:00-2:30 p.m.	Break
2:30-3:00 p.m.	Meeting with Senator Juan Vargas Capitol Room 3092
3:00 -3:30 p.m.	CAC Meeting with Speaker Perez Capitol Room 219
6:00 p.m.	Dinner at Ella Dining Room and Bar 1131 K Street, 916-443-3771 Walking Distance from hotel, business casual attire

Thursday, March 31

8:00 a.m.	Full Breakfast Citizen Hotel, Quorum Room
9:00 a.m.	CAC Board of Directors Meeting Citizen Hotel, Quorum Room Business Casual Attire

12:00 p.m.

Adjournment and Lunch
Citizen Hotel, room TBD

1:00 p.m.

Lunch Concludes, Optional Tour
Sacramento Big Build

3:00 p.m.

Mike and Chanelle Depart for San Diego
(flight at 4:35 p.m.)



AGENDA

California Airports Council – Board Meeting

Thursday, March 31, 2011

The Citizen Hotel

Quorum Room – 2nd Floor

926 J Street

Sacramento, CA 95814

916.447.2700

- | | |
|----------------------|--|
| 8:00 - 9 A.M. | Continental Breakfast |
| 9:00 | Approval of November 30, 2010 Minutes |
| 9:05 | President's Remarks
Mr. Alan Murphy |
| 9:10 | Federal Update
Mr. Greg Principato
President, ACI-NA |
| 9:35 | Treasurer's Report
Mr. Rod Dinger and Mr. Jim Lites |
| 9:50 | Executive Director's Report
Mr. Jim Lites |
| 10:05 – 10:30 | Legislative Committee Report <ul style="list-style-type: none">▪ 2011 CAC Legislation<ul style="list-style-type: none">○ SB 446 (Dutton) – ONT Airport Authority○ SB 295 (Price) – Comm. College/CalTrans Facility Review○ SB 1333 Clean-up○ SB 1192 – State Controller's Office Update |

- 10:30-10:40** **Environment & Noise Committee**
- **State Water Resources Control Board Storm Water Permit Process**
- 10:40-10:50** **Other Committee Reports**
- 10:50-11:10** **Break**
- 11:20-11:30** **CAC Strategic Planning Retreat July 20, 2011**
- **CAC Ad Hoc Committee**
- 11:30-11:50** **CAC Administrative Policy Issues**
- **Participation in CAC committees or events by other entities**
 - **Vetting process for Executive Director invitations/travel**
- 11:50-12:00** **Next Meetings**
- **July 20-21, 2011, Sonoma, CA**
 - **November 3-4, 2011, Orange County, CA**
- 12:00 pm** **Adjournment**
- 12:00-1:00** **Lunch**

RECEIPTS FROM TRAVEL TO SACRAMENTO, CA
March 30 to April 1, 2011—THELLA F. BOWENS

SAC
PASSENGER TAXI FARE RECEIPT

Date 4/1/2011
From hotel To AIRPORT
Amount of Fare \$ 34.00
TIP Other Charges \$ 6.00
Total \$ 36.00

Driver's Name _____

Cab # _____

The
CITIZEN
HOTEL

Guest Thella Bowens
3225 North Harbor Drive
San Diego CA 92101

Joy of Life Club #:
Company Name: California Airports Council
Block Code: 1103CALIFO_012
Guest Name:

Room No.: 1006
Arrival: 03-30-11
Departure: 04-01-11
Page No.: 1 of 1
Folio No.:
Conf #: 3329875
Cashier:
Booking #:

Date	Description	Charges	Credits
03-09-11	Honor Bar	7.00	
	VOSS STILL		
03-20-11	Honor Bar	7.00	
	VOSS STILL		
03-30-11	Room Charge	84.00	
03-30-11	Occupancy Tax	10.08	
03-30-11	City of Sacramento Tourism Assessment	1.50	
03-30-11	CA Tourism Assessment	0.15	
03-31-11	Room Charge	84.00	
03-31-11	Occupancy Tax	10.08	
03-31-11	City of Sacramento Tourism Assessment	1.50	
03-31-11	CA Tourism Assessment	0.15	
04-01-11	American Express		199.46
	XXXXXXXXXXXX1003		
	XX/XX		
Total		199.46	199.46
Balance			0.00

95.73

~~95.73~~

1 night stay 3/30 only
\$ 95.73

Thank you for choosing the Citizen Hotel

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any of the full amount of these charges. I also agree that all charges contained in this account are correct and any disputes or requests for copies of charges must be made at time of departure.

Signature: _____

TRAVEL REQUESTS

THELLA F. BOWENS

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

GENERAL INSTRUCTIONS:

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

1. TRAVELER:

Travelers Name: Thella F. Bowens Dept: _____

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

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

2. DATE OF REQUEST: 04/21/11 PLANNED DATE OF DEPARTURE/RETURN: 06/03/11 / 06/06/11

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

Destination: Ft. Worth, Texas

Purpose: Participation on the Airport Directors Panel at Airport Business Diversity Conference

Explanation: Participation on the Airport Directors Panel at Airport Business Diversity Conference

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$	500.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	200.00
B. LODGING	\$	450.00
C. MEALS	\$	200.00
D. SEMINAR AND CONFERENCE FEES	\$	
E. ENTERTAINMENT (If applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	100.00
TOTAL PROJECTED TRAVEL EXPENSE	\$	1450.00

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: 22 April 2011

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.)

BUSINESS EXPENSES

BRETON LOBNER

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

BUSINESS EXPENSE REIMBURSEMENT REPORT

March 1, 2011

Period Covered

DATE	G/L Account	Description	AMOUNT
3/16/11	66290	Parking - San Diego County Bar Association / Judicial Reception	\$5.00
3/11/11	66290	Parking - Board Retreat Dinner Dinner	\$15.00
TOTAL			\$20.00

I acknowledge that I have read, understand and agree to Authority *Policy 3.30 - Business Expense Reimbursement Policy and that any purchases that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct.

* Policy 3.30

APPROVED: By the Executive Committee at its April 25, 2011

NAME

Butch K. Fehn

NAME

DATE

4-8-11

DATE

PARKING RECEIPT

RECEIPT

Ampco System Parking

Lot 1044

Sixth and A

Setting: Lot 1044

Mach Name: Shelby 2

\$5.00

Cash

EXPIRATION DATE/TIME

Exp 02:00am
MAR 17, 2011

Exp 02:00a

MAR 17, 2011

T#00021425

S/N#200007

470553

Purchased

MAR 16, 2011

06:12p

Ticket # 00021425

FOLLOW INSTRUCTIONS ON RECEIPT

\$5.00 Cash

5PM to 2AM

Total Due \$5.00

Total Paid \$5.00

Questions 619-233-2000 or
customerserviceSD@abm.com

PARKING RECEIPT

COMPLETE PARKING MANAGEMENT FOR RESTAURANTS,
HOTELS, PRIVATE PARTIES AND PARK & LOCK, SAN DIEGO, CA

15-

D 002940



LICENSE NO.

THIS CONTRACT LIMITS OUR LIABILITY—READ IT

This is a license to park only, no bailment is created. In accepting this contract, Holder agrees to use Operator's garage or lot at Holder's own risk. The owners and operators of this parking facility hereby specifically disclaim any responsibility, express or implied, to protect against the loss of or damage to your vehicle or its contents. No employee or agent may alter or enlarge our liability hereunder orally or otherwise. Parking in this facility shall constitute an acknowledgment and acceptance of this condition on your right to use our parking facility. Operator's attendant is on duty for collection of fees only. Note hours of operation and rates are posted. Please lock your car and take your keys.

LOST TICKET PAYS FULL CHARGE
ATTENDANT NOT ALWAYS ON DUTY
NO IN AND OUT PRIVILEGES

SOUTHLAND PRINTING - SHREVEPORT, LA.

132813

March 16, 2011

Wednesday

March 2011

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2011

S	M	T	W	T	F	S
						1 2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

16 Wednesday		Notes
7 am		
8 ⁰⁰		
9 ⁰⁰		
10 ⁰⁰		
11 ⁰⁰		
12 pm		
1 ⁰⁰		
2 ⁰⁰		
3 ⁰⁰		
4 ⁰⁰		
5 ⁰⁰		
6 ⁰⁰		

5:30-8:30 Judicial Reception
1333 - 7th Ave (between A & Ash)

March 11, 2011

Friday

March 2011

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2011

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

11	Friday	Notes
7 am		
8 00		
9 00		
10 00		
11 00		
12 pm	<div>Board Retreat 12:30 PM to 3 PM</div> <div>Board Room/Board</div> <div>Ribs kandy</div>	<div>Lunch 12:30 Board</div>
1 00		
2 00		
3 00		
4 00		
5 00		
6 00		
	Dinner with Board: BICE Bice Restaurant 425 Island Avenue San Diego CA 92101	