

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE MEETING  
MINUTES  
THURSDAY, JULY 14, 2016  
SAN DIEGO INTERNATIONAL AIRPORT  
BOARD ROOM**

**CALL TO ORDER:** Chair Hubbs called the meeting of the Capital Improvement Program Oversight Committee Meeting to order at 9:02 a.m. on Thursday, July 14, 2016, in the Board Room of the San Diego International Airport, SDCRAA Administration Building, 3225 N. Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:** Chairman Boling led the Pledge of Allegiance.

**ROLL CALL:**

PRESENT:                      Committee Members:              Hubbs, Janney, Robinson

                                    Board Members:                      Boling

ABSENT:                      Committee Members:              Gleason

ALSO PRESENT:      Thella F. Bowens, President/CEO; Amy Gonzalez, General Counsel;  
                                    Linda Gehlken, Assistant Authority Clerk I; Vanessa Scarbrough,  
                                    Assistant Authority Clerk II

**NON-AGENDA PUBLIC COMMENT:** None.

**NEW BUSINESS:**

**1.      APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the April 28, 2016 regular meeting.

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

**2.      STRATEGIC ENERGY PLAN:**

Brendan Reed, Director, Environmental Affairs and Calum Thompson, Sustainability Engineer, AECOM, provided a presentation on the Strategic Energy Plan, which included an Overview of Purpose, Utility Working Group, Step Process, Draft Goals and Actions, Road Map and Next Steps.

3. **STORM WATER BEST MANAGEMENT PRACTICES DESIGN MANUAL:**  
Richard Gilb, Manager, Environmental Affairs, provided a presentation on the Storm Water Best Management Practices Design Manual, which included Origin and History, Application of the Best Management Practices (BMP) Design Manual, Priority Development Projects (PDP) Definition, Changes to PDP Categories, PDP Exemptions, Change – Definition of Development, Change – Treatment Control Selection, Change – Pre vs. Post-Development, Requirements for All Projects, Requirements for PDP's, Harvest and Use Feasibility, Infiltration Feasibility, Biofiltration Criteria, Proprietary Biofiltration BMP's, and Offsite Alternative Compliance Option.
4. **TERMINAL 2 PARKING PLAZA UPDATE:**  
Bob Bolton, Director, Airport Design and Construction, provided an update on the Terminal 2 Parking Plaza which included Key Project Milestones, Site Phasing, Unique Features, Public Art, Public Outreach, Construction in Progress, Program Budget, and Next Steps.
5. **PUBLIC ART UPDATE:**  
Lauren Lockhart, Art Program Manager, Vision, Voice & Engagement, provided an update which included Dazzle, Palm Street Park Public Art Project Site, Parking Plaza Lobby Stair Artist Mark Reigelman II, and Parking Plaza Lobby Stair Public Art Ball-Nogues Studio, LLC, and Conservation and Maintenance.

*Board Member Robinson left the dais at 10:06 a.m.*

6. **RENTAL CAR CENTER UPDATE:**  
Bob Bolton, Director, Airport Design and Construction, provided a Rental Car Center Update which included Key Construction Milestones, Added Construction Punchlist, Planned Need for Added Signage, Additional Buses, Admiral Boland Way Signage and Striping, Public Art Dedication, Environmental Features, Building Operational Performance, Rental Car Center Budget Cost Update, and Rental Car Center Small Business.

In response to concern expressed by Chairman Boling regarding jeopardizing potential cost savings by delaying the purchase of additional Rental Car Center buses, Angela Shafer-Payne, Vice President, Operations, stated that due to the long lead time needed in acquiring new buses, it is important to complete a usage analysis to determine the accurate number of buses needed prior to ordering additional ones.

Ms. Bowens stated that ensuring full use of the Rental Center buses already in operation is important since Customer Facilities Charges (CFC) were used to purchase them. She also stated that by ordering all buses at the same time, the consistency of the operation will not be jeopardized.

Ms. Payne stated that data collected during this peak rental car usage month will be compared to what was provided by the Authority's consultant to assess what is truly needed. She stated that the information will be brought back to the Board in the Fall of 2016.

**7. RENTAL CAR CENTER AND PARKING PLAZA FINANCIAL UPDATE:**

Geoff Bryant, Manager, Business & Financial Management, provided a financial presentation on the Rental Car Center (RCC) and Parking Plaza which included RCC Program Enabling Projects Summary, Parking Plaza Actual Costs as of May 31, 2016, and Parking Plaza Cost Trend as of May 31, 2016.

**8. SMALL BUSINESS DEVELOPMENT REPORT:**


Regina Brown, Manager, Small Business Development, provided an overview report on Small Business Development which included Parking Plaza Opportunity Awareness, Parking Plaza Dollars Awarded, Small Business Development Opportunity Awareness Events, and Education and Training.

**NON-AGENDA PUBLIC COMMENT:** None.

**COMMITTEE MEMBER COMMENTS:** None.

**ADJOURNMENT:** The meeting adjourned at 10:32 a.m.

APPROVED BY A MOTION OF THE CAPITAL IMPROVEMENT PROGRAM  
OVERSIGHT COMMITTEE THIS 27<sup>th</sup> DAY OF OCTOBER, 2016.

  
JEFFREY WOODSON  
VICE PRESIDENT, DEVELOPMENT

ATTEST:

  
LINDA GEHLKEN  
ASSISTANT AUTHORITY CLERK I