SAN FRANCISCO AIRPORT COMMISSION



CALENDAR

September 9, 2014 Special Meeting 9:00 A.M.

Room 400 - City Hall #1 Dr. Carlton B. Goodlett Place (400 Van Ness Avenue) City and County of San Francisco

EDWIN M. LEE, MAYOR

COMMISSIONERS
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PETER A. STERN

JOHN L. MARTIN Airport Director

SAN FRANCISCO INTERNATIONAL AIRPORT SAN FRANCISCO, CALIFORNIA 94128

AIRPORT COMMISSION CALENDAR

Tuesday, September 9, 2014 Special Meeting

ORDER OF BUSINESS

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- B. ROLL CALL
- C. ADOPTION OF MINUTES
- D. SPECIAL ITEMS
- E. ITEMS INITIATED BY COMMISSIONERS
- F. POLICY ITEMS
- G. ITEMS RELATING TO ADMINISTRATION, OPERATIONS & MAINTENANCE
- H. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS
- I. NEW BUSINESS
- J. CORRESPONDENCE
- K. CLOSED SESSION
- L. ADJOURNMENT

ABOUT THE MEETING

Each agenda action item and certain discussion items are supported by documents which may include written communications to members of the Airport Commission, staff reports, resolutions, and/or consultant reports. Agenda documents may be obtained by calling the Commission Secretary at 650-821-5042. The Commission Secretary has a limited number of copies at the Commission meeting. If a copy is unavailable at the meeting, the requested document(s) will be mailed or faxed the same day.

Any materials distributed to the members of the Airport Commission within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Airport Commission Office at San Francisco International Airport, 5th Floor, International Terminal, G side during regular business hours.

Members of the public who wish to address the Commission are asked to fill out a "Request to Speak" form, located next to the speakers microphone. Please submit the form to the Commission Secretary. For items on the agenda, speakers will be called after the discussion by the Commission but before the vote. Each speaker is allowed one opportunity per calendar item to address the Commission for a period of up to three (3) minutes. For items not on the agenda, but within the Airport Commission's jurisdiction, speakers will be called under "New Business," the public comment portion of the calendar. Again, speakers will be given up to three minutes.

All cell phones, pagers or other similar sound-producing devices must be turned off during Commission meetings; "silent mode" is prohibited as the device will interfere with the recording system. The Chair may order the removal of any person responsible for the use of a cell phone, pager, or other similar electronic device.

DISABILITY ACCESS

The Airport Commission's meeting room, Room 400, Fourth Floor, City Hall is wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are #5 Fulton, #21 Hayes, #42 Downtown Loop, #47 Van Ness and #49 City College lines and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 415-923-6142. There is accessible parking across the street from City Hall at Polk (Dr. Carlton B. Goodlett Place) and McAllister.

For American Sign Language interpreters or use of a reader during a meeting, please contact the Commission Secretary at 650-821-5042 at least two business days before a meeting. Assisted listening devices are available upon request. See the Commission Secretary at the meeting for assistance. A driver's license or other photo I.D. is required in order to check out the device. Large print copies of the agenda can be made available by contacting the Commission Secretary's Office at least two business days in advance of need.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and City and County agencies exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code), to receive a free copy of the Ordinance, or to report a violation of the Ordinance, contact the Sunshine Ordinance Task Force by telephone at 415-554-7724, by facsimile at 415-544-5163, or by e-mail at SOTF@sfgov.org. The Sunshine Ordinance Task Force Office is located in City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689. Copies of the Ordinance can also be obtained from the San Francisco Public Library and on the City's website at https://www.sfgov.org/sunshine/.

LOBBYIST ORDINANCE

Individuals that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Government Conduct Code Sections 2.100-2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone 415-252-3100, FAX 415-252-3113 and website: http://www.sfgov.org/ethics/.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PROCEDURES

CEQA Appeal Rights under Chapter 31 of the San Francisco Administrative Code: If the Commission's action on a project constitutes the Approval Action for that project (as defined in S.F. Administrative Code Chapter 31, as amended, Board of Supervisors Ordinance Number 161-13), then the CEQA determination prepared in support of that Approval Action is thereafter subject to appeal within the time frame specified in S.F. Administrative Code Section 31.16. This appeal is separate from and in addition to an appeal of an action on a project. Typically, an appeal must be filed within 30 calendar days of the Approval Action for a project that has received an exemption or negative declaration pursuant to CEQA. For information on filing an appeal under Chapter 31, contact the Clerk of the Board of Supervisors at City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102, or call (415) 554-5184. If the Planning Department's Environmental Review Officer has deemed a project to be exempt from further environmental review, an exemption determination has been prepared and can be obtained on-line at http://www.sf-planning.org/index.aspx?page=3447. Under CEQA, in a later court challenge, a litigant may be limited to raising only those issues previously raised at a hearing on the project or in written correspondence delivered to the Board of Supervisors, Planning Commission, Planning Department or other City board, commission or department at, or prior to, such hearing, or as part of the appeal hearing process on the CEQA decision.

AIRPORT COMMISSION CALENDAR Tuesday, September 9, 2014 Special Meeting

ORDER OF BUSINESS

Α.	CAL	L TO ORDER:				
В.	ROL	L CALL:				
C.	ADO	PTION OF MINUTES:	Regular meeting of August 19, 2014.			
D.	SPE	CIAL ITEM:				
	1.	1. Commendation for David Serrano Sewell				
			no Sewell for his service to the Airport and b as Regional Vice President, Hospital lifornia.			
E.	ITEMS INITIATED BY COMMISSIONERS:					
F.	POLICY ITEMS:					
	2.	2. Amendment to the Airport Debt Policy				
		Resolution amending and revising	g of the Airport Debt Policy, including the			

securities laws.

Associated Credit and Investment Policies and the addition of new disclosure Policies and Procedures to reflect current conditions in the financial markets and ensure compliance with all applicable Federal

G. ACTION ITEMS RELATING TO ADMINISTRATION, OPERATIONS & MAINTENANCE:

Action Items. All matters listed under the Consent Calendar are considered to be routine in nature and will be considered and acted upon by a single vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or the public so requests, in which event the matter will be discussed before a vote is taken.

3. <u>Modification No. 1 to The Fixed Base Operator Lease and Operating Agreement No. L07-0106 with Signature Flight Support Corporation</u>

Resolution approving Modification No. 1 to Signature Flight Support Corporation's Fixed Base Operator Lease and Operating Agreement No. L07-0106, which extends the term for five (5) years and requires renovations to the Executive Air Terminal, and directing the Commission Secretary to request Board of Supervisors' approval of the Agreement modification.

4. Approval of an Early Termination and Buyout of Baysubway Airport's Domestic Terminal Food and Beverage Lease No. 03-0185 in an Amount Not to Exceed \$1,200,000

Resolution approving an early termination and buyout of Baysubway Airport's Domestic Terminal Food and Beverage Program Lease No. 03-0185 in an amount not to exceed \$1,200,000, and direct the Commission Secretary to seek approval of the Board of Supervisors.

H. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

5. Request for Proposals for Contract No. 8768.41
Airport Hotel Program Project Management Support Services

Resolution authorizing the Director to issue a Request for Proposals for Contract No. 8768.41, Airport Hotel Program Project Management Support Services.

6. Modification No. 1 to Contract No. 9263

Airport Security Consultant Services with Ross and Baruzzini
\$125,610

Resolution approving Modification No. 1 to Contract No. 9263, Airport Security Consultant Services with Ross and Baruzzini to add scope of work and additional funding of \$125,610 for a new contract amount of \$781,450.

7. Modification No. 2 to Contract No. 8840, Acoustical Engineering Services, with BridgeNet International, to Increase the Contract Amount by \$100,000 for a New Total Contract Amount not-to-exceed \$700,000 and Extend the Contract Term to December 31, 2015

Resolution approving Modification No. 2 to Contract No. 8840, Acoustical Engineering Services, with BridgeNet International, to increase the contract amount by \$100,000 for a new total contract amount not-to-exceed \$700,000 and extend the contract term to December 31, 2015 through exercise of the second of three one-year contract renewal options.

8. <u>Bid Call - Contract No. 9059</u> <u>Domestic Parking Garage Elevator Modernization Project</u>

Resolution approving the scope, budget and schedule for Contract No. 9059, Domestic Garage Elevator Modernization Project and authorizing the Director to call bids when ready.

9. Reimbursement to Virgin America, Inc. for the Cost of Designing, Producing, and Installing Sunscreens for Curbside Check-in Podiums in Terminal 2

Resolution authorizing the issuance of a one-time rent credit to Virgin America, Inc., in an amount not-to-exceed \$12,500 for the design, production, and installation of sunscreens for its curbside check-in podiums at Terminal 2.

I. NEW BUSINESS:

Discussion only. This is the "Public Comment" section of the calendar. Individuals may address the Commission on any topic within the jurisdiction of the Airport Commission for a period of up to three (3) minutes. Please fill out a "Request to Speak" form located on the table next to the speaker's microphone and submit it to the Commission Secretary.

J. CORRESPONDENCE:

K. CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL –
ANTICIPATED LITIGATION/PROSPECTIVE SETTLEMENT
(a) Public comment on all matters pertaining to this agenda item.

(b) Discussion and vote in open session pursuant to the Brown Act (California Government Code §54956.9) and the Sunshine Ordinance (San Francisco Administrative Code §67.10(d)) on whether to invoke the attorney-client privilege and conduct a closed session to confer with legal counsel. ACTION ITEM.

(c) [PROSPECTIVE CLOSED SESSION]

CONFERENCE WITH LEGAL COUNSEL regarding anticipated litigation as defendant and proposed settlement. Significant exposure to litigation pursuant to California Government Code §54956.9(d)(2), and San Francisco Administrative Code §67.10(d)(2)): Internal Revenue Service, claimant, against the San Francisco Airport Commission. Proposed settlement in an amount not to exceed \$75,000. ACTION ITEM.

CONFERENCE WITH LEGAL COUNSEL regarding existing litigation (Government Code §54956.9(a), Administrative Code §67.8(a)(3)): Gan Ye and Xiao Yun Zheng v. City and County of San Francisco, et al., California Superior Court, County of San Mateo, Case No. CIV 530008, filed August 13, 2014. DISCUSSION ONLY.

There are no other planned agenda items for the closed session. In the event of any urgent matter requiring immediate action which has come to the attention of the Airport Commission after the agenda was issued and which is an item appropriately addressed in closed session, the Airport Commission may discuss and vote whether to conduct a closed session under the Brown Act (Government Code §54954.2(b)(2) and §54954.5) and the Sunshine Ordinance (Administrative Code §67.11).)

(d) [RECONVENE IN OPEN SESSION]

- (i) [IF APPLICABLE] Report on action taken in closed session required by the Brown Act (Government Code §54957.1(a)) and the Sunshine Ordinance (San Francisco Administrative Code §67.12(b)).
- (ii) Discussion and vote whether to disclose any or all discussions held in closed session (San Francisco Administrative Code §67.12(a)). ACTION ITEM.

J. ADJOURNMENT: