

COUNTY OF SAN DIEGO

2014 SEP 17 PM 12 08

2014 CONFLICT OF INTEREST CODE
BIENNIAL REVIEW REPLY FORM

CLERK OF THE BOARD OF SUPERVISORS Tony Russell Telephone Number: 619-400-2550

Name of Agency: San Diego County Regional Airport Authority

Mailing Address: 3225 N. Harbor Drive, San Diego, CA 92101

This agency has reviewed its conflict of interest code and has determined that:

Amendments are necessary: (Attach Amended Code)
(Check all that applies)

- Include new positions (including consultants) which must be designated
- Revise the titles of existing positions
- Delete titles of positions that have been abolished
- Delete positions that manage public investments
- Revise disclosure categories
- Other _____

No amendments are necessary. Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; the disclosure assigned to those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foresee-ably be affected materially by the decision made by those designated positions; and the code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer: *Tony Russell* Date: 9/16/14

You must complete this report regardless of how recently your code was approved or amended. **Please return this report no later than October 1, 2014 to:**

**Clerk of the Board of Supervisors
(Conflict of Interest Code)
1600 Pacific Highway, Room 402
San Diego, CA 92101**

Approved and/or authorized by the Board of Supervisors of the County of San Diego.	
Meeting Date: <u>12/2/14</u>	Minute Order No. <u>23</u>
By: <u><i>AM</i></u>	Date: <u>12/2/14</u>
Deputy Clerk of the Board Supervisors	

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

CODES

- ARTICLE 2** - **ETHICS**
PART 2.3 - **CONFLICTS OF INTEREST**
SECTION 2.30 - **CONFLICTS OF INTEREST**

(a) The California Political Reform Act, Government Code Sections 81000, *et seq.*, requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard model Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the California Political Reform Act after public notice and hearings. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendix, in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of the San Diego County Regional Airport Authority (the “**Authority**”).

(b) Designated employees shall file Sstatements of Economic interests with the Clerk of the Authority (the “**Clerk**”), which will make the statements available for public inspection and reproduction (Gov. Code Section 81008). Upon receipt of the Sstatements of Economic interest filed by designated employees, the Clerk shall date stamp and retain the original statements and forward a copy to the Clerk of the San Diego County Board of Supervisors.

(c) Appendices

(1) Appendix A - Designated Employee Positions

LIST OF DESIGNATED POSITIONS	*ASSIGNED DISCLOSURE CATEGORY
Accounting Manager	4,6
Airport Art Program Manager	4,6
Airport Planner I/ II (Flex)	4,6
Assistant Authority Clerk II	4,6
Associate Engineer	2,4,4.5
Associate Real Estate Manager	2,4
Attorney	1
Auditor	3,4,5,2,3,4
Board Member	1
Capital Project Manager	4,6,2,4
Chief Auditor	1

Construction Inspector	3,4
Construction Inspector/ Quieter Home Program	3,4,3
Construction Manager	4,6,2,4
Construction Manager, Quieter Home Program	4,6,2,4
Construction Safety Program Manager	4,5,6,2,4
Consultant*	1**
Contract Manager	4,5
Database Administrator	4,6
Deputy Director, Marketing	6
Deputy Director, Public & Customer Relations	4,6
Director, Accounting	4,5
Director, Air Service Development	4,5
Director, Airport Noise Mitigation	4,5
Director, Airport Planning	2,4,5
Director, Airside Operations/Public Safety & Security	4,5
Director, Aviation Operations & Public Safety	4,5
Director, Aviation & Commercial Business	2,3,4,5
Director, Business Development	4
Director, Business Planning	5
Director, Corporate & Information Governance Services	4,5
Director, Counsel Services	1
Director, Environmental Affairs	3,4,5
Director, Facilities Development	2,4,4,5
Director, Facilities Management	4,5,2,4
Director, Financial Planning and Budget Management	4,5
Director, Ground Transportation	4
Director, Human Resources	4
Director, Information & Technology Services	4,5
Director, Inter-Governmental Relations	4,5
Director, Landside Operations	3,4,5
Director, Marketing Vision, Voice & Engagement	4,5
Director, Procurement	3,4,5
Director, Public, Community & Customer Relations	5
Director, Small Business Development	3,5
Director, Terminal Development Program Airport Design & Construction	2,4,4,5
Director, Training & Organizational Development	5
Ethics Compliance Coordinator/Auditor	3,4,5
General Counsel	1
Management Analyst	3
Manager, Geographic Information System & Computer Aided Design-Manager	4,6
Manager, Aviation and Landside Property	4,6

Manager, Airport Finance	<u>4</u> 6
Manager, Airport Planning	<u>4,6</u> <u>2,4</u>
Manager, Airside Operations	<u>4</u> 6
Manager, Audit Services	<u>2,3,4</u> <u>5</u>
Manager, Aviation Security & Law Enforcement	<u>4</u> 6
Manager, Concession Development	<u>4</u> 5
Manager, Emergency Preparedness & Public Safety	<u>4</u> 6
Manager, Environmental Affairs	<u>4</u> 6
Manager, Ground Transportation	<u>4</u> 6
Manager, Human Resources	6
Manager, Landside Operations	<u>3</u> 6
Manager, Procurement & Contract Services	<u>4</u> 6
Manager, Quieter Home Program	6
Manager, Regional Planning	<u>2,4</u>
Manager, Risk Management	5
Manager, Talent Strategy & Analytics	5
Manager, Talent & Rewards	<u>4</u>
Manager, Technical Services	<u>4</u> 6
Manager, Tenant Improvement	<u>4</u> 5
Manager, Terminal Operations	<u>4</u> 6
President/CEO (Executive Director)	1
Procurement Analyst	<u>4</u> 5
Program Manager, Facilities Development	<u>4</u> 6
Project Architect	<u>4</u> 6
Project Engineer	<u>2,4</u> <u>4,6</u>
Public Audit, and Art Advisory Committee Members)	1
Quality Assurance/Quality Control Manager	<u>4</u> <u>5,6</u>
Quieter Home Program Coordinator	<u>6</u> <u>4</u>
Real Estate Manager	<u>6</u> <u>4</u>
Records & Information Manager	4
Records Management Coordinator	6
Senior Airport Traffic Supervisor	3
Senior Attorney	1
Senior Auditor	<u>2,3,4</u> <u>5</u>
Senior Construction Inspector /Quieter Home Program	<u>3</u> <u>3,4</u>
Senior Director, Assets & Alliances	<u>4</u>
Senior Director, Finance & Asset Management	<u>4</u>
Senior Director (Executive Office)	5

Senior Director, Counsel Services	1
Senior Director, Organizational Performance & Development	<u>4</u> 5
Senior Engineer	4,6 <u>2,4</u>
Senior Maintenance Project Inspector	3,4 <u>2,3</u>
Senior Management Analyst	<u>3</u>
Senior Manager, Accounting	<u>4</u>
Senior Manager, Aviation & Commercial Business	<u>2,3,4</u>
Senior Manager, Facilities Management	<u>4</u> 6
Senior Manager, Organizational Development	<u>4</u>
Senior Marketing Specialist	<u>4</u> 6
Senior Procurement-Purchasing Analyst	<u>4</u> 5
Senior Program Manager	4,6 <u>2,4</u>
Senior Project Architect	<u>2,4</u> 6
Senior Project Engineer	4,6 <u>2,4</u>
Senior Risk Management Analyst	<u>4</u>
Small Business Development Program Coordinator	<u>4</u> 5
Small Business Development Program Manager	4,5,6 <u>2,4</u>
Vice President, Administration	†
Vice President, Development	1
Vice President, Finance & Asset Management/Treasurer	1
Vice President, Marketing & Communications	†
Vice President, Planning-Operations	1

* Consultants are persons who meet the definition found in 2 Cal. Code of Regs. Section 18701(a)(2).

** Consultants shall disclose pursuant to Category 1, the broadest disclosure category in this Conflict of Interest Code, unless the ~~President/CEO~~Executive Director determines in writing that a particular consultant, although a designated employee, is hired to perform a range of duties that are limited in scope and thus is not required to comply with the disclosure requirements described in this Appendix. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The determination of the ~~President/CEO~~Executive Director is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

(2) Appendix B - Disclosure Categories

General Provisions. The San Diego County Regional Airport Authority has jurisdiction throughout the County of San Diego. Accordingly, when a designated employee or individual is required to disclose investments, business positions, and sources of income, he or she need only disclose investments in business entities and sources of income that do business in the County of

San Diego, plan to do business in the County of San Diego, or have done business in the County of San Diego within the past two years. In addition to other activities, a business entity is doing business within the County of San Diego if it owns real property within the County of San Diego. When a designated employee or individual is required to disclose real property, he or she need only disclose that which is located in whole or in part within or not more than two miles outside the boundaries of the County of San Diego or within two miles of any land owned or used by the San Diego County Regional Airport Authority.

Definition of Disclosure Categories

Category 1 - Officials and employees whose duties are broad and indefinable:

Investments and sources of income that are either located in or doing business in the County, are planning to do business in the County, or have done business in the County in the past two (2) years.

Interests in real property in the County of San Diego, including real property within two miles of the boundaries of the County of San Diego.

Category 2 - Officials and employees whose decisions may affect real property interests:

Investments and business positions in business entities, and income from sources that engage in land development, construction, or the acquisition or sale of real property.

Interests in real property in the County of San Diego, including real property within two miles of the boundaries of the County of San Diego, or, property located within a two mile radius of any property owned or used by the San Diego County Regional Airport Authority.

Category 3 - Officials and employees with regulatory powers:

All investments, business positions, interests in real property and sources of income subject to the regulatory, permit or licensing authority of the San Diego County Regional Airport Authority.

Category 4 - Officials and employees whose duties involve contracting or purchasing:

Investments and business positions in business entities and sources of income including those that provide services, supplies, materials, machinery or equipment of the type utilized by the San Diego County Regional Airport Authority or any individual department of the San Diego County Regional Airport Authority.

Category 1. All investments, business positions, interests in real property and sources of income.

Category 2. All interests in real property.

Category 3. All investments, business positions, interests in real property and sources of income subject to the regulatory, permit or licensing authority of the San Diego County Regional Airport Authority.

~~Category 4. Investments in business entities and sources of income that engage in land development, construction, or the acquisition of real property.~~

~~Category 5. Investments in business entities and sources of income of the type that contracts with the San Diego County Regional Airport Authority to provide services, supplies, materials, machinery or equipment to any department of the San Diego County Regional Airport Authority.~~

~~Category 6. Investments in business entities and sources of income of the type that contracts with the San Diego County Regional Airport Authority to provide to the designated employee's department services, supplies, materials, machinery or equipment.~~

[Amended by Resolution No. 2012-0089 dated September 6, 2012]
[Amended by Resolution No. 2010-0090 dated September 2, 2010]
[Amended by Resolution No. 2008-0107 dated September 4, 2008]
[Amended by Resolution No. 2006-0133 dated November 13, 2006]
[Amended by Resolution No. 2004-0097 dated October 4, 2004.]
[Adopted by Resolution No. 2002-02 dated September 20, 2002.]

SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY

P.O. BOX 82776, SAN DIEGO, CA 92138-2776
619.400.2400 WWW.SAN.ORG

September 16, 2014

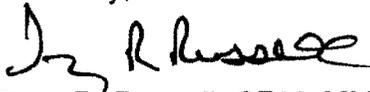
Teresa Zurita, Supervising Board Assistant
County of San Diego
Clerk of the Board of Supervisors
1600 Pacific Highway, Room 402
San Diego, CA 92101

Dear Ms. Zurita:

Enclosed please find the 2014 Conflict of Interest Code Biennial Review Reply Form, indicating amendments to the San Diego County Regional Airport Authority's Conflict of Interest Code. The amended Conflict of Interest Code and Resolution No. 2014-0083, adopted by the Authority Board at its September 4, 2014 meeting, are also enclosed. Please let us know when the amended code has been approved by the Board of Supervisors, or if it needs to be amended further.

If you have any questions or require additional information, please telephone me at (619) 400-2550.

Sincerely,



Tony R. Russell, CRM, MMC
Director, Corporate & Information Governance/Authority Clerk



SAN DIEGO
INTERNATIONAL
AIRPORT

RESOLUTION NO. 2014-0083

A RESOLUTION OF THE BOARD OF THE SAN
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
AMENDING AUTHORITY CODE SECTION 2.30 -
CONFLICT OF INTEREST CODE

WHEREAS, San Diego County Regional Airport Authority Code 2.30 established the Authority's Conflict of Interest Code;

WHEREAS, Government Code Section 87306.5 requires every local government agency to review its Conflict of Interest Code biennially to determine if the Code is accurate or if the Code must be amended; and

WHEREAS, Government Code Section 87302(a) requires that each agency amend its code to designate or include the employee positions within the agency "which involve the making or participation in the making of decisions which may foreseeably have a material effect on any financial interest" of the employee; and

WHEREAS, the Authority has reviewed its Conflict of Interest Code as required and the Board wishes to amend the Code to update and designate certain employee positions which are subject to disclosure of certain economic interests, and to more clearly define the disclosure categories as defined by the Political Reform Act.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approves the amendment to Authority Code Section 2.30, Conflict of Interest Code (Attachment A), updating the list of designated employees and definition of disclosure categories.

BE IT FURTHER RESOLVED that the Director, Corporate & Information Governance/Authority Clerk or designee is hereby directed to forward the amended Conflict of Interest Code to the San Diego County Board of Supervisors for approval; and

BE IT FURTHER RESOLVED that the Board of the San Diego County Regional Airport Authority finds that this Board action is not a "project" as defined by the California Environmental Quality Act (CEQA) Pub. Res. Code Section 21065; and is not a "development" as defined by the California Coastal Act Pub. Res. Code Section 30106.

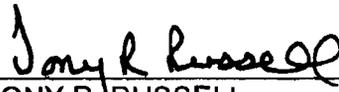
PASSED, ADOPTED AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 4th day of September, 2014, by the following vote:

AYES: Board Members: Alvarez, Desmond, Gleason, Hubbs, Robinson, Sessom, Smisek

NOES: Board Members: None

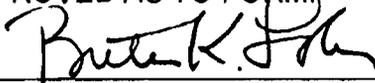
ABSENT: Board Members: Cox

ATTEST:



TONY R. RUSSELL
DIRECTOR, CORPORATE &
INFORMATION GOVERNANCE /
AUTHORITY CLERK

APPROVED AS TO FORM:



BRETON K. LOBNER
GENERAL COUNSEL

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

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Auditor	3,4,5,2,3,4
Board Member	1
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*See page 5 for definitions

Construction Inspector	3,4
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Manager, Airside Operations	4 6
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Manager, Aviation Security & Law Enforcement	4 6
Manager, Concession Development	4 <u>5</u>
Manager, Emergency Preparedness & Public Safety	<u>4</u> 6
Manager, Environmental Affairs	4 6
Manager, Ground Transportation	4 6
Manager, Human Resources	6
Manager, Landside Operations	3, 6
Manager, Procurement & Contract Services	<u>4</u> 6
Manager, Quieter Home Program	6
Manager, Regional Planning	<u>2</u> , 4
Manager, Risk Management	5
Manager, Talent Strategy & Analytics	5
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Procurement Analyst	<u>4</u> 5
Program Manager, Facilities Development	<u>4</u> 6
Project Architect	<u>4</u> 6
Project Engineer	<u>2</u> , 4, 4, 6
Public Audit, and Art Advisory Committee Members)	1
Quality Assurance/Quality Control Manager	<u>4</u> <u>5</u> , 6
Quieter Home Program Coordinator	6 <u>4</u>
Real Estate Manager	6 <u>4</u>
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Senior Airport Traffic Supervisor	3
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Senior Construction Inspector /Quieter Home Program	<u>3</u> 3, 4
Senior Director, Assets & Alliances	4
Senior Director, Finance & Asset Management	4
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Vice President, Development	1
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Vice President, Marketing & Communications	1
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* Consultants are persons who meet the definition found in 2 Cal. Code of Regs. Section 18701(a)(2).

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~~Category 4. Investments in business entities and sources of income that engage in land development, construction, or the acquisition of real property.~~

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