

SAN FRANCISCO AIRPORT COMMISSION



MINUTES

Tuesday, October 15, 2019

9:00 A.M.

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

LONDON N. BREED, MAYOR

COMMISSIONERS
LARRY MAZZOLA
President

LINDA S. CRAYTON
Vice President

ELEANOR JOHNS
RICHARD J. GUGGENHIME
MALCOLM YEUNG

IVAR C. SATERO
Airport Director

C. CORINA MONZÓN
Commission Secretary

SAN FRANCISCO INTERNATIONAL AIRPORT
SAN FRANCISCO, CALIFORNIA 94128

Minutes of the Airport Commission Meeting of
Tuesday, October 15, 2019

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Minutes of the Airport Commission Meeting of
Tuesday, October 15, 2019

A. **CALL TO ORDER:**

The regular meeting of the Airport Commission was called to order at 9:00 A.M. in Room 400, City Hall, San Francisco, CA.

B. **ROLL CALL:**

Present: Hon. Larry Mazzola, President
Hon. Linda S. Crayton, Vice President
Hon. Eleanor Johns
Hon. Richard J. Guggenhime
Hon. Malcolm Yeung

C. **ADOPTION OF MINUTES:**

The minutes of the regular meeting of October 1, 2019 were adopted unanimously upon a motion by Commissioner Johns and a second by Commissioner Crayton.

No. 19-0258. Regular meeting of **October 1, 2019.**

D. **DIRECTOR'S REPORT:**

Mayor Edwin M. Lee Commemoration Update: The Airport established a community design advisory panel to help inform the development and implementation of the commemoration. There are five elements: (1) wood wall lettering with full installation starting on November 4th and completed by the second week of November; (2) temporary vinyl piece that will be presented to the community with the wood wall lettering; (3) bas relief plaque which will replace the temporary vinyl piece (4) a video developed with the community; and (5) a sculpture that has a longer lead item; there will be a need for community fundraising to get that done. There will be an unveiling ceremony on November 13th with the Mayor, the community, local elected officials, and the Commission.

Annual Emergency Exercise: The Airport conducts an annual emergency exercise although the FAA only requires one every three years. This year, the simulation was a terrorist attack on an inbound aircraft using a biological weapon. Twenty-seven local, state and federal agencies participated. The focus of the exercise is to test the potential failure of systems the Airport has in place, such as the unified command structure, operational communication and coordination, life safety response to hazardous conditions, and the establishment of a joint information center (the ability to track, compile, and disseminate important information that we gather as these

events unfurl). A key takeaway was that the new communication technology system that was launched was confusing to use and needs to be developed more.

Commissioner Johns asked if the exercise interfered with regular passenger travel. **Director Satero** responded that the exercise was staged on the eastside of the Airport and didn't disrupt aircraft movements. Staff also did a lot of outreach, so people were aware the exercise was going on. **Commissioner Johns** asked to be notified ahead of time of the next exercise. **Director Satero** stated that Commissioners will be invited next year to observe the exercise.

Asia Trip Summary: Airport staff visited China and Vietnam with Mark Chandler, Mayor's Office, San Francisco Travel, and Melissa Andretta and Jeff Hoglind, SFO International Marketing and Aviation Development Team. Vietnam is now categorized by the FAA as Category 1 and can operate direct flights to the United States. Three airlines are interested in serving SFO. Prior to our visit, Vietnam had been publicly representing that LA would be their first destination and after the visit it changed to LA or San Francisco; they are considering which west coast hub to fly to. In China, Staff visited eight cities in eight days. The Airport has experienced a 7% drop from passengers in China in the past year, which is the first time in five years. Staff see an opportunity with Chinese airlines rather than U.S. airlines flying to China because of a more nationalistic approach. There was interest to increase service by incumbent carriers (Air China, China Southern, and China Eastern) and interest from potential future carriers interested in serving SFO from secondary markets. Staff also met with representatives from Chengdu, Beijing, and the new Daxing airports.

Vice President Crayton asked if there were opportunities from new destinations besides Beijing. **Director Satero** responded that the new Daxing Airport is an additional opportunity.

Commissioner Yeung asked if traffic is composed of mostly business passengers or tourists. **Director Satero** responded that it depends on the region served, but it's split between the two typically.

Commissioner Yeung also asked if the large Vietnamese population in San Jose would create competition with San Jose Airport. **Director Satero** responded that he doesn't believe so.

Director Satero added that Staff ended the trip in Australia for the World Routes Conference. SFO is always the most popular airport with the full three days packed with meetings. He was struck by the quality of work done by the International Marketing and Aviation Development team. **Commissioner Guggenhime** said that although it's great to add new airlines, the Airport must focus on delays. His view is that timely service is more important than the number of airports we serve. **Director Satero** responded that part of the Airport's message is to fill in time slots at certain times that are not peak.

Vice President Crayton added that the Airport must look towards the future; all airports have challenges but it's important to think ahead to prepare us and to have the partnership with SF Travel. **Director Satero** said that it is about relationship-building over time.

TNC Update: The focus will shift to LAX due to their move of TNCs operations. Staff consider the TNC move at SFO a success after two months with the average speed not dropping below 15 miles per hour and are continuing to make improvements on the fifth floor of the garage. Wi-Fi has been in place since the beginning, and the Airport will be adding restrooms and weather protection for the upcoming winter season. Staff will be conducting a study of broader traffic to understand where impact areas could possibly develop and to continually refine the solution. There has been some congestion but under reasonable expectations, and Staff will continue to collaborate with the TNCs to look at moving limited pick-ups to the curb under a pricing differential using technology like “re-match” to assist. We would have criteria that 90% of the curbside service would be under a re-match. Re-match reduces traffic congestion in the local communities and greenhouse gas emissions.

ITEMS INITIATED BY COMMISSIONERS:

Vice President Crayton acknowledged that she came to the Airport the other evening for the Health and Wellness Fair. It is an annual event but she believes this is the first time it was held in the evening for Staff that work later shifts. Staff can sign-up for their health care and ask questions. The director of health services was on hand to assist. She appreciated the opportunity for employees to enroll in health benefits during work hours.

E. PUBLIC HEARING

Item No. 1 was approved unanimously by a motion by Commissioner Crayton and a second by Commissioner Guggenhime.

1. Public Hearing to Receive Comments on the Proposed Amendment to the Airport Rules and Regulations and to Vote on Adoption of the Proposed Amendment

No. 19-0259. Public hearing and resolution to approve amendments to the following sections in the Airport Rules and Regulations; and the addition of a new Appendix H:

1. Definitions
 3. General
 4. Operation of Motor Vehicles and Ground Support Equipment
 5. Aircraft Operation
 6. Fire and Safety
 7. Airport Security
 8. Environmental Standards
 14. Enforcement and Administrative Appeal Procedure
- Appendix H Remote Bus Operations

Ralf Ruckelshausen, Director for Safety, Security and Airside Services presented on the item. The Airport annually reviews and amends its Airport Rules & Regulations to ensure they are properly aligned with the needs of the Airport community. Staff are proposing amendments to Sections 1, 3, 4, 5, 6, 7, 8, and 14 of the Airport's Rules and Regulations and a new Appendix H. On October 6, 2018, by Resolution No. 18-0332, the Airport Commission adopted the most recent amendments to the Airport Rules and Regulations. On December 4, 2018, by Resolution No. 18-0383, the Commission rescinded one subsection relating to taxi lot free speech activity. Staff have incorporated Airport Operations Bulletins and Airport Security Bulletins and made necessary changes to remain current with changing safety, security, operational and environmental conditions and requirements.

The most significant change is a comprehensive overhaul of Rule 5, Airside Operations, to coordinate rules for the operation of aircraft and ground support equipment on the airfield. Other notable amendments include: updated definitions for Hazardous Materials and Environmental Laws, establishing new wheelchair performance standards, adding a new requirement for taxi drivers to have a mobile device that can access SFO-generated applications, clarifying security access requirements for the new museum badge for the purpose of viewing SFO Museum Exhibits located in the Sterile Areas, new requirements for food service ware, including the ban on plastic water bottles and plastic straws, updated fines and new individual infraction result for illegal activity such as Bart Fare Evasion, and lastly, adding Appendix H: Ramp Bus Operations. These enhancements ensure safe and secure operations, treating everyone with respect, communicating fully with one another, and ensuring all are responsible for the Airport's success.

Commissioner Yeung asked about the new museum badge and how it will work. **Mr. Ruckelshausen** responded that Staff will promote the opportunity online. There's a portal where the public can enter their information. They will then go to the Security Access Office to pick up their badge. Once they're in the system, the process will go quicker.

Vice President Crayton was concerned about the safety and security of those with the M badge. **Mr. Ruckelshausen** responded that it meets all TSA requirements.

Commissioner Johns asked if it was limited to museum installations. **Mr. Ruckelshausen** responded that visitors can also peruse the visiting collections.

There were no further questions from the Commissioners.

F. ACTION ITEMS RELATED TO ADMINISTRATION, OPERATIONS & MAINTENANCE

Item No. 2 was approved unanimously by a motion by Commissioner Crayton and a second by Commissioner Guggenhime.

2. **Amendment of Prior Resolutions to Authorize an Additional \$3,000,000,000 Aggregate Principal Amount of San Francisco International Airport Second Series Revenue Bonds to Finance Capital Projects in the Airport's Approved Capital Improvement Plan, and Related Actions**

No. 19-0260. The Twenty-Third Supplemental Resolution amending and supplementing prior resolutions to authorize an additional \$3,000,000,000 aggregate principal amount of San Francisco International Airport Second Series Revenue Bonds to provide financing for the Airport's approved Capital Improvement Plan, and authorizing the Airport to request Board of Supervisors' approval and supplemental appropriation to spend the proceeds.

Mike Nakornkhet Acting Director of Finance, presented on the item to approve the increase of the Commission's bond issuance authority by \$3 billion for a total of \$4.6 billion in authority. The total authority is needed to fund remaining capital projects in the Airport's Capital Improvement Plan, which comprises the Ascent Program and Infrastructure Plan. Some of the major projects being funded in the Ascent Program include the Terminal 1 Center, Courtyard 3 Connector, the remainder of the Boarding Area B Redevelopment, Terminal 3 West Modernization, and AirTrain Extension. Infrastructure Plan projects are those that address critical safety, operations or business needs, such as updating power supplies, improving the wastewater treatment system, expanding the noise insulation program, and updating the Airport's surveillance camera system. The item is the first step in a multi-step process for the sale of bonds. First, the Commission adopts a resolution authorizing the issuance of bonds. Then, Staff request approval from the Board of Supervisors. Finally, when the Airport is ready to sell bonds to finance capital improvement needs, Staff will request the Commission to adopt one or more bond sale resolutions. After the bond sale resolutions are adopted, Staff may proceed with the bond sales. This action has been reviewed by the Airport's Financial Advisory Committee.

There were no questions from the Commissioners.

Item No. 3 was approved unanimously by a motion by Commissioner Crayton and a second by Commissioner Johns.

3. **Approval of Phase D1 to Contract No. 10010.66, Design-Build Services for the New Boarding Area B Project Austin Webcor Joint Venture \$27,400,000**

No. 19-0261. Resolution approving Phase D1 to Contract No. 10010.66, Design-Build Services for the New Boarding Area B Project, with Austin Webcor Joint Venture, a joint venture of Austin Industries, Inc. and Webcor Constructors, Inc., to increase the Contract capacity by \$27,400,000, for a new not-to-exceed Contract capacity amount of \$812,400,000, and to increase the total contingency amount to \$19,327,000.

Judi Mosqueda, Director of Project Management, presented on the item for Commission approval of Phase D1 for the contract with Austin Webcor to revise the scope of work and increase the contract capacity amount by \$27.4 million for a total amount of \$812.4 million, with no change to the contract duration. The Project will construct up to 28 new aircraft parking positions with new boarding bridges, a new architectural building envelope, complete building systems concessions program, a jet fuel hydrant system, and all other support systems, along with public art installation. The first nine gates are open for use, and the next nine gates are on track to open in March of 2020. The scope of work is being revised to include the renovation of moving walkways in Tunnel D, the replacement of five Passenger Boarding Bridges in Boarding Area C, and modifications necessary to achieve a base level WELL Building Certification. The budget for the scope additions is \$27.4 million. The contract budget including contingency will be increased from \$802 million to \$831.7 million. The current contract forecast is equal to the contract budget. The contract LBE goals are 25% for design services and 18% for construction services. Austin Webcor Joint Venture is committed to meeting these goals.

Commissioner Johns asked why the additional scope of work was not contemplated initially. **Ms. Mosqueda** responded that Delta's temporary move to the ticket counter in Terminal 2 necessitated taking care of the moving walk which is currently not functioning. The boarding bridges in Boarding Area C are in poor condition and with the opening and closures in Terminal 1 we need to accelerate the replacement of those. WELL Building Certification is part of the Airport's exploration with Sustainability. We typically pursue LEED certification as required by the City but we are looking to determine if WELL is better for achieving sustainability for the health of workers and passengers. We are using this project as a test case. **Director Satero** added that the Airport had removed the Boarding Area C scope, but Delta came back and asked for improvements to the boarding bridges so we worked with them on a much smaller scope until we get to the full rebuild. Staff also hadn't intended to do a total replacement of Boarding Area D but instead planned on repair and retrofit. But we decided that because of the lead time required for replacement of those major pieces and the difficulty of acquiring parts that the concept of keeping equipment 40 years beyond their useful life is something we want to move away from and instead wanted be more proactive with replacement.

Vice President Crayton asked if the additional scope will impact the timelines of the contractor's other projects. **Ms. Mosqueda** responded that the Airport benefits from the contract being a joint venture between Austin Commercial and Webcor. Austin drives the project; they develop the schedule. Webcor is for local presence. In addition, this is the most on-track project in terms of schedule that Webcor is involved with at the Airport.

There were no further questions from the Commissioners.

Item No. 4 was approved unanimously by a motion by Commissioner Crayton and a second by Commissioner Johns.

4. **Approval of Phase C3 to Contract No. 10072.66 Design-Build Services for the Courtyard 3 Connector Project Hensel Phelps Construction Company \$11,786,905**

No. 19-0262. Resolution approving Phase C3 to Contract No. 10072.66, Design-Build Services for the Courtyard 3 Connector Project, with Hensel Phelps Construction Company, in the amount of \$11,786,905 for a new authorized not-to-exceed amount of \$90,420,321, with no change to the Contract duration, and authorize a corresponding contingency amount.

Judi Mosqueda, Director of Project Management, presented on the item for approval of Phase C3 for the contract with Hensel Phelps. This approval will increase the contract amount by \$11.8 million for a new contract amount of \$90.4 million, with no change to the contract duration. The Courtyard 3 Connector Project will build a new pre-security and post-security connector between Terminal 2 and Terminal 3, as well as an adjacent 6 level office building for Airport Commission executives and staff, an Integrated Operations Center, tenant lease space, and passenger amenities. This Phase C3 approval will increase the contract amount to add Trade Bid Package Set Nos. 4 and 5 into the Contract. The trade packages include site utilities, demolition, partitions and concrete pile caps. The Contract forecast is \$236.4 million which is about \$4 million over the Contract budget of \$232.6 million. Staff have experienced additional costs for the temporary relocation of the Security Operations Center (SOC) and the Communications Center due to legacy equipment requiring updating and new backups. While the commission package states that the project remains on schedule to be substantially complete in April of 2021, the schedule has been impacted by the temporary relocation of the SOC and Comm. Center. The relocation with full cut-over of critical 911 communications equipment was completed on September 11th, and delay impacts along with mitigation measures are being evaluated. The LBE goals for this contract are 15% for design services and 20% for construction services. Hensel Phelps is committed to meeting these goals.

Vice President Crayton asked for confirmation on the estimated completion date. **Ms. Mosqueda** confirmed five months after April of 2021 which is September 2021, but the team is studying ways of accelerating completion to the original intended date of April 2021.

There were no further questions from the Commissioners.

Item No. 5 was approved unanimously by a motion by Commissioner Crayton and a second by Commissioner Johns.

5. **Determination to Proceed with the Firehouse #2 Improvements Project and Authorization to Advertise for Bids for Contract No. 11309.61, Construction Services for the Firehouse #2 Improvements Project**

No. 19-0263. Resolution determining to proceed with the Firehouse #2 Improvements Project and authorizing the Director to call for bids for Contract No. 11309.61, Construction Services for the Firehouse #2 Improvements Project.

This action constitutes the Approval Action for the Firehouse Improvements Project for the purposes of the California Environmental Quality Act, pursuant to Section 31.04(h) of the San Francisco Administrative Code.

Geoff Neumayr, Chief Development Officer, presented on the item to proceed with approve the scope, budget and schedule; and authorize a call for bids for Construction Services for the Firehouse No. 2 Improvement Project. The current Firehouse No. 2 was constructed in 1994 and is located on the airfield north of the intersection of Runways 10L-28R & 1L & 19R. Over the years the facility has sustained significant water damage from water infiltration which required ongoing leak repair as well as drywall replacement. The living and sleeping quarters are not able to be waterproofed without significant changes to the building systems and require the living and sleeping quarters to be relocated until a new Firehouse can be constructed later. This project will decommission the existing living and sleeping quarters and construct new modular structures adjacent to the existing firehouse. The project will also include an upgrade of the existing PA speaker system and radio systems within the Firehouse. The engineer's estimate for this project is between \$2.5 million and \$3.5 million with an estimated contract schedule of 340 consecutive calendar days. The San Francisco Planning Department's Environmental Planning Division has determined that this Project is categorically exempt from the California Environmental Quality Act as a Class 3 exemption. The City's Contract Monitoring Division has approved a Local Business Enterprise subcontracting participation requirement of 10% for this contract.

There were no questions from the Commissioners.

G. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS

The Consent Calendar, Item Nos. 6 through 12, was approved unanimously upon a motion by Commissioner Crayton and a second by Commissioner Guggenhime.

6. Assignment of and Modification No. 1 to Contract No. 50026 with the Joint Venture of PFM Financial Advisors LLC (as successor to Public Financial Management, Inc.) and Backstrom McCarley Berry & Co., LLC, to increase the Contract Amount by \$950,000

No. 19-0264. Resolution approving the assignment of and Modification No. 1 to Contract No. 50026, with the joint venture of PFM Financial Advisors LLC (as successor to Public Financial Management, Inc.) and Backstrom McCarley Berry & Co., LLC, for financial advisory services, to increase the

contract amount by \$950,000, for a new total not-to-exceed contract amount of \$6,725,000.

7. **Ratification of the Settlement of Unlitigated Claims of \$10,000 or Less and Litigated Claims of \$25,000 or Less for Fiscal Year 2018-2019**

No. 19-0265. Resolution ratifying the Settlement of Unlitigated and Litigated Claims of \$32,073 for Fiscal Year 2018-2019.

8. **Award of Contract No. 50151 On-Site Distributed Energy Resource Feasibility Study Burns & McDonnell Engineering Company, Inc. \$550,000**

No. 19-0266. Resolution awarding Contract No. 50151, On-Site Distributed Energy Resource Feasibility Study, to consultant Burns & McDonnell Engineering Company, Inc. to conduct an On-Site Distributed Energy Resource Feasibility Study for a total contract amount not to exceed \$550,000 for a two-year term, with a one-year option to extend. The Study will assess the technical and economic potential of installing on-site renewable energy generation and storage at San Francisco International Airport.

9. **Approval of Modification No. 3 (Annual Renewal) to Professional Services Contract No. 11104.44, Integrated Infrastructure Information Program Management Support Services DPR Construction \$400,000**

No. 19-0267. Resolution approving Modification No. 3 (Annual Renewal) to Professional Services Contract No. 11104.44, Integrated Infrastructure Information Program Management Support Services, with DPR Construction, in an amount of \$400,000 for a new Contract amount not to exceed \$7,000,000 for services through December 27, 2020.

10. **Approval of Modification No. 3 to Professional Services Contract No. 8465C.41, Project Management Support Services for the Superbay Hangar Fire Suppression System Replacement Project C M Pros \$364,597**

No. 19-0268. Resolution approving Modification No. 3 to Professional Services Contract No. 8465C.41, Project Management Support Services for the Superbay Hangar Fire Suppression System Replacement Project, with C M Pros in the amount of \$364,597 for a new contract not-to-exceed amount of \$2,977,525 and to extend services through August 30, 2020.

11. **Approval of Phase D1 to Contract No. 8465C.66, Design-Build Services for the Superbay Hangar Fire Suppression System Replacement Project**

No. 19-0269. Resolution approving Phase D1 to Contract No. 8465C.66, Design-Build

Services for the Superbay Hangar Fire Suppression System Replacement Project, with The Weitz Company LLC, to increase the contract duration by 223 consecutive calendar days to 1196 consecutive calendar days.

12. **Approval of Modification No. 1 to Professional Services Contract No. 50119.01, As-Needed Individualized Executive Management Development and Staff Training Services The Piras Group \$250,000**

No. 19-0270. Resolution approving Modification No. 1 to Professional Services Contract No. 50119.01, As-Needed Individualized Executive Management Development and Staff Training Services, with The Piras Group, to increase the contract amount by \$250,000 for a new total not-to-exceed contract amount of \$750,000.

H. **NEW BUSINESS:**

There was no public comment.

I. **CORRESPONDENCE:**

There was no discussion by the Commission.

J. **CLOSED SESSION:**

There was no closed session called.

K. **ADJOURNMENT:**

There being no further calendared business before the Commission, the meeting adjourned at 9:42 A.M.

(Original signed by: C. Corina Monzón)
C. Corina Monzón
Airport Commission Secretary