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BPC Policy No. 070

SUBJECT: RECEIPT AND DISTRIBUTION OF PASSES AND TICKETS

PURPOSE: The purpose of this policy is to comply with Fair Political Practices Commission (FPPC) regulations which require that any distribution of tickets or passes by the San Diego Unified Port District (District) to its officials, individuals or organizations, be made pursuant to a written policy duly adopted by the Board of Port Commissioners (Board) which states the public purposes to be accomplished by the District.

This policy, does not cover tickets, passes or other gifts received by officials which are reportable under FPPC Form 700.

POLICY STATEMENT:

1. This Policy shall be posted on the District's website in a prominent fashion.
2. For the purpose of this Policy, the following definitions will apply:
 - a. **Ticket or Pass** means admission to a facility, event, show, or performance for an entertainment, amusement, recreational, or similar purpose ("Event").
 - b. **Official** means any member of the Board, or District employee.
3. The ticket or pass shall not be earmarked by the original source for use by the Official who uses the ticket or pass.
4. The District shall determine in its sole discretion which Official may use the ticket or pass.
5. Distribution of any ticket or pass by the District, to an Official, individual or organization, shall accomplish a public purpose of the District.
6. Tickets or passes may be provided to an Official, individual or organization to support any of the following public purposes:
 - a. A ceremonial role or function on behalf of the District.
 - b. As part of the District's community outreach efforts.

- c. Representing the District at an event to sustain or build relationships with tenants, businesses, or local, regional, state or federal agencies.
 - d. Representing the District at an Event of a non-governmental organization, which will sustain or build relationships with that non-governmental organization in support of the District's Mission, Vision or Strategic Plan.
 - e. The Event will provide educational information that will benefit the District or Official attending the Event.
 - f. The Official's written job duties require the Official to appear at the Event.
 - g. Attendance of an Official of the District at the Event will in some other way support the Mission, Vision or Strategic Plan of the District.
 - h. The Event is being attended in an effort to generate business or trade or similar activity in furtherance of the purposes of the District as described in the San Diego Unified Port District Act.
 - i. Any purpose consistent with the provisions of the San Diego Unified Port District Act.
7. Any ticket or pass distributed pursuant to this Policy shall not be transferred to any other person, except to members of the Official's immediate family solely for their personal use.
8. The distribution of a ticket or pass pursuant to this Policy shall be posted on a form provided by the FPPC, in a prominent fashion on the District's website, within 30 days after the distribution.
9. Specific guidelines for the dissemination of passes or tickets to Events may be established by the Executive Director or designee pursuant to an Administrative Procedure.

RESOLUTION NUMBER AND DATE: 2009-40, dated March 3, 2009

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REFERENCE
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Re Adoption of BPC Policy 070,]
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Receipt and Distribution of Passes]
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and Tickets]
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RESOLUTION 2009-40

BE IT RESOLVED by the Board of Port Commissioners of the San Diego Unified
Port District, as follows:

That Board of Port Commissioners Policy No. 070, Receipt and Distribution of
Passes and Tickets, a copy of which shall be placed on file in the office of the District
Clerk, is hereby adopted.

ADOPTED this 3rd day of March, 2009.

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3/3/09