



August 14, 2015

CALL AND NOTICE OF A REGULAR MEETING  
OF THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTICE is hereby given that a regular meeting of the Burbank-Glendale-Pasadena Airport Authority will be held Monday, August 17, 2015, at 9:00 a.m., in the Airport Skyroom of the Bob Hope Airport, 2627 Hollywood Way, Burbank, California, 91505.

The items to be discussed are listed on the attached agenda.

Sue Loyd, Board Secretary  
Burbank-Glendale-Pasadena Airport Authority

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Regular Meeting of Monday, August 17, 2015

9:00 A.M.

***NOTE TO THE PUBLIC:*** Prior to consideration of business items, the Authority invites comment on airport-related matters during the Public Comment period. Members of the public are requested to observe the following decorum when attending or participating in meetings of the Commission:

- Turn off cellular telephones and pagers.
- Refrain from disorderly or boisterous conduct, including loud, threatening, profane, or abusive language, clapping, whistling, stamping, or other acts that disrupt or otherwise render unfeasible the orderly conduct of the meeting.
- If you desire to address the Commission during the Public Comment period, fill out a speaker request card and present it to the Commission's secretary.
- Limit public comments to five minutes, or such other period of time as may be specified by the presiding officer, and confine remarks to matters that are on the Commission's agenda for consideration or are otherwise within the subject matter jurisdiction of the Commission.

*Any discloseable public records related to an open session item on a regular meeting agenda and distributed by the Authority to the Commission less than 72 hours prior to that meeting are available for public inspection at Bob Hope Airport (2627 Hollywood Way, Burbank) in the administrative office during normal business hours.*

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*In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the Board Secretary at (818) 840-8840 at least 48 hours prior to the meeting.*

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. APPROVAL OF AGENDA

4. PUBLIC COMMENT

5. CONSENT CALENDAR

a. Award of Month-to-Month Lease, AvSource

***[See page 1]***

b. Arbitrage Rebatement Payment Related to the  
2005 Airport Revenue Bonds

***[See page 16]***

c. Consent to Assignment of Airport Access and Facilities Use Agreement  
(Class II and Class III Operator) and Event Overflow Parking Agreement,  
AWH Burbank Hotel, LLC, dba Burbank Airport Marriott Hotel and  
Convention Center

***[See page 18]***

6. ITEMS FOR COMMISSION APPROVAL

- a. Award of Aviation Hangar Lease, Seaport Airlines, Inc. **[See page 25]**
- b. Project Number E15-02  
Emergency Generator Replacement Project, Phase 1 **[See page 27]**

7. ITEMS FOR COMMISSION DISCUSSION

- a. California High Speed Rail Authority Presentation **[No Staff Report]**

8. CLOSED SESSION

- a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
(California Government Code Section 54956.8)
- b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
(California Government Code Section 54956.8)

Property: B-6 Adjacent Property (Part of the former Lockheed Plant B-6 Property located in the City of Burbank adjacent to the Bob Hope Airport and roughly bounded by Hollywood Way, parts of Cohasset Street (Los Angeles), and Winona Avenue)

Authority Negotiator: Executive Director

Negotiating Party: City of Burbank

Under Negotiation: Price and Terms of Payment for the Sale, Exchange or Lease of Easements and Use Restrictions

Property: B-6 Trust Property (Part of the former Lockheed Plant B-6 Property located in the City of Burbank and roughly bounded by B-6 Adjacent Property, San Fernando Road, Hollywood Way, and Winona Avenue)

Authority Negotiator: Executive Director

Under Negotiation: Price and Terms of Payment

- c. THREAT TO PUBLIC SERVICES OR FACILITIES  
(California Government Code Section 54957(a))

Consultation with Director, Public Safety

- d. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(California Government Code Section 54957(b))

- 1) Title: Executive Director
- 2) Title: Senior Deputy Executive Director

9. ADJOURNMENT

COMMISSION NEWSLETTER  
August 17, 2015

*[Regarding agenda items]*

5. CONSENT CALENDAR

- a. AWARD OF MONTH-TO-MONTH LEASE, AVSOURCE – A staff report is included in the agenda packet. At its August 3, 2015, meeting the Finance and Administration Committee voted unanimously (3–0) to recommend to the Commission that it approve a month-to-month lease with AvSource, LLC, to provide office and parking spaces for its support staff at the Airport and authorize the Authority President to execute same.
- b. ARBITRAGE REBATEMENT PAYMENT RELATED TO THE 2005 AIRPORT REVENUE BONDS – A staff report is included in the agenda packet. Among requirements related to the issuance of tax exempt bond financing, Internal Revenue Code section 148(f) requires that interest earned on tax-exempt bond funds in excess of the allowable yield (Arbitrage Earnings) be paid to the Internal Revenue Service once each five years after issuance and at the final maturity of the bond issue. The Authority has engaged the BLX Group, LLC, to analyze and prepare an annual arbitrage rebate report for each bond issue. In conjunction with the refunding and defeasance of the 2005 Airport Revenue Bonds Series A and Series B, BLX has completed its analysis and report on the arbitrage rebate and has determined that \$461,001.92 is due to the IRS (Arbitrage Rebate). The source of funds for the payment of the Arbitrage Rebate is held by the Bank of New York Mellon Trust Company, N.A. (Bond Trustee) in the 2005 Bonds Debt Service Reserve Fund.

At the August 3, 2015, meeting of the Finance and Administration Committee, the Committee voted unanimously (3–0) to recommend to the Commission that it authorize the Executive Director to instruct the Bond Trustee to issue a check to the IRS for the Arbitrage Rebate and to direct Staff to submit the necessary IRS form 8038-T and payment to the IRS on or before the August 30, 2015, deadline regarding the 2005 Airport revenue bonds.

- c. CONSENT TO ASSIGNMENT OF AIRPORT ACCESS AND FACILITIES USE AGREEMENT (CLASS II & CLASS III OPERATOR) AND EVENT OVERFLOW PARKING AGREEMENT, AWH BURBANK HOTEL, LLC, dba BURBANK AIRPORT MARRIOTT HOTEL AND CONVENTION CENTER – A staff report is included in the agenda packet. Trifecta Hotel B Owner, LLC, dba Los Angeles Marriott Burbank Airport Hotel, desires to assign its Airport Access and Facilities Use Agreements (Class II Operator & Class III Operator) and its Event Overflow Parking Agreement to the new owner, AWH Burbank Hotel, LLC. At its August 3, 2015, meeting the Finance and Administration Committee voted unanimously (3–0) to recommend that the Authority approve the proposed Assignment and Assumption Agreement between Trifecta and AWH for execution by the Authority President.

## 6. ITEMS FOR COMMISSION APPROVAL

- a. AWARD OF AVIATION HANGAR LEASE, SEAPORT AIRLINES, INC. – A staff report is included in the agenda packet. SeaPort Airlines, Inc., a signatory airline at the Airport, is seeking to enter into an Aviation Hangar Lease to consolidate its Southern California offices and maintenance operations at the Airport. At its August 3, 2015, meeting the Finance and Administration Committee voted unanimously (3–0) to recommend that the Commission approve the proposed Aviation Hangar Lease with SeaPort and authorize the Authority President to execute same.
  
- b. PROJECT NUMBER E15-02, EMERGENCY GENERATOR REPLACEMENT PROJECT, PHASE 1 – A staff report is included in the agenda packet. In order to address the Airport's need to have immediate reliable back-up power to the Terminal Complex, it is essential that this project move forward as soon as possible. Therefore, this item has been included in the Commission's agenda subject to the review and recommendation of the Operations and Development Committee at its August 17, 2015, meeting immediately prior to the Commission meeting. Staff seeks Commission authorization to award a construction contract in the amount of \$265,000 to Pacific Industrial Electric for Phase 1 of the Emergency Generator Replacement Project. Staff also seeks approval of an approximate 10% contingency in the amount of \$26,500 to permit Staff to authorize any necessary changes in the scope of the project during the course of construction.

Staff will return to the Committee and Commission at future meetings with recommendations for award of the necessary construction contracts to proceed with Phase 2 of the project.

## 7. ITEMS FOR COMMISSION DISCUSSION

- a. CALIFORNIA HIGH SPEED RAIL AUTHORITY PRESENTATION – No staff report is attached. Michelle Boehm, Southern California Regional Director for the California High Speed Rail Authority, will provide the Commission with a status update of the High Speed Rail project.