



January 17, 2014

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

The Airport Authority administrative offices will be closed on Monday, January 20, 2014, in observance of Martin Luther King, Jr., Day. Therefore, the regular meeting of the Burbank-Glendale-Pasadena Airport Authority scheduled for Monday, January 20, 2014, at 9:00 a.m. in the Airport Skyroom has been cancelled.

NOTICE is hereby given that a special meeting of the Burbank-Glendale-Pasadena Airport Authority will be held Tuesday, January 21, 2014, 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
Special Meeting of Tuesday, January 21, 2014
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. PUBLIC COMMENT
4. CONSENT CALENDAR
 - a. Committee Reports (For Noting and Filing)
 - 1) Operations and Development Committee
 - (i) November 4, 2013

[See page 1]

- 2) Finance and Administration Committee
 - (i) November 4, 2013 *[See page 3]*
 - (ii) November 18, 2013 *[See page 8]*
- 3) Legal, Government and Environmental Affairs Committee
 - (i) November 4, 2013 *[See page 10]*
 - (ii) November 18, 2013 *[See page 13]*
- b. Commission Minutes (For Approval)
 - 1) December 16, 2013 *[See page 15]*
- c. Consent to Sublease Amendment to the Development Ground Lease Between the Burbank-Glendale-Pasadena Airport Authority and Mercury Air Center-Burbank, Inc. dba Atlantic Aviation-BUR *[See page 24]*
- d. Treasurer's Reports
 - 1) June 2013 *[See page 33]*
- 5. ITEMS FOR COMMISSION APPROVAL
 - a. Other Transaction Agreement Amendment III and Change Order for the Baggage Handling System Upgrade to PDGS V4.1 *[See page 53]*
- 6. ITEMS FOR COMMISSION DISCUSSION
 - a. Part 139 Inspection Results *[No Staff Report]*
 - b. Fiscal Year 2013 Budget Performance Review *[See page 56]*
 - c. Environmental Impact Report (EIR) Update *[No Staff Report]*
- 7. ITEMS FOR COMMISSION INFORMATION
 - a. Metro Grant Award for Empire Avenue Bridge *[No Staff Report]*
 - b. Community Events *[No Staff Report]*
 - c. Airline Schedule Analysis *[See page 63]*

8. CLOSED SESSION

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

Property: B-6 Property Easements
Authority Negotiator: Executive Director
Negotiating Party: City of Burbank
Under Negotiation: Price and Terms of Payment

Property: A-1 North Property Easements
Authority Negotiator: Executive Director
Negotiating Party: City of Burbank
Under Negotiation: Price and Terms of Payment

Property: 2736–2760 Hollywood Way
Authority Negotiator: Executive Director
Negotiating Party: Successor Agency, City of Burbank
Under Negotiation: Price and Terms of Payment

Property: 3003 Hollywood Way (Unsolicited Offer)
Authority Negotiator: Executive Director
Negotiating Party: General Electric
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Party: Alaska Airlines; Delta Airlines; jetBlue Airways; SeaPort Airlines; Southwest Airlines; United Air Lines; US Airways
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Party: Enterprise Rent-a-Car Company of Los Angeles, LLC; The Hertz Corporation; Avis Budget Car Rental LLC; Budget Rent a Car of Southern California; DTG Operations, Inc.; Fox Rent A Car; Midway Car Rental
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Party: Avjet
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Party: United Parcel Service
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Party: Yucaipa Companies
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Party: Sierra Land
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Party: J. G. Boswell Company
Under Negotiation: Price and Terms of Payment

b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(California Government Code Section 54956.9(d)(1))

Name of Case: Fox Rent-A-Car, Inc. v. Burbank-Glendale-Pasadena Airport Authority
(Case No. BC517650)

c. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant Exposure to Litigation (California Government Code Section 54956.9(d)(2)):
One potential case. Facts and Circumstances: McCarthy Building Companies
Change Order Requests

d. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of Litigation (California Government code Section 54956.9(d)(4)): One
potential case.

e. CONFERENCE WITH LABOR NEGOTIATORS (California Government Code
Section 54957.6)

Authority Designated Representative: Dan Feger; Chief Edward Skvarna
Employee Organization: Burbank Airport Police Officers Association

f. THREAT TO PUBLIC SERVICES OR FACILITIES
(California Government code Section 54957(a))

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

1) Title: Executive Director

2) Title: Senior Deputy Executive Director

9. ADJOURNMENT

COMMISSION NEWSLETTER
January 21, 2014

[Regarding agenda items]

4. CONSENT CALENDAR

(Consent Calendar items may be enacted by one motion. There will be no separate discussion on these items unless a Commissioner so requests, in which event the item will be removed from the Consent Calendar and considered in its normal sequence on the agenda.)

- a. COMMITTEE REPORTS – Approved minutes of the following committee meetings are included in the agenda packet for information purposes: November 4, 2013, Operations and Development Committee; November 4, 2013, and November 18, 2013, Finance and Administration Committee; and November 4, 2013, and November 18, 2013, Legal, Government and Environmental Affairs Committee.
- b. COMMISSION MINUTES – DECEMBER 16, 2013 – The draft minutes of this meeting are attached for Commission review and approval.
- c. CONSENT TO SUBLEASE AMENDMENT TO THE DEVELOPMENT GROUND LEASE BETWEEN THE BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY AND MERCURY AIR CENTER-BURBANK, INC. dba ATLANTIC AVIATION-BUR – A staff report is included in the agenda packet. Mercury Air Center-Burbank dba Atlantic Aviation-BUR and Avjet Corporation have amended an existing agreement between them that allows Avjet to sublease from Atlantic Aviation the premises commonly known as Hangars 6, 7, 7A and 7B. The amendment to that agreement was effective October 28, 2013, and extended the sublease term to 2025.

The existing Development Ground Lease between the Airport Authority and Atlantic Aviation requires that any such amendment to a subleasing arrangement requires the consent of the Authority. Accordingly, Staff has prepared a proposed Consent to Sublease Amendment to the Development Ground Lease. At the December 16, 2013, meeting of the Finance and Administration Committee, the Committee voted 2-0 (1 absent) to recommend to the Authority that it approve the Consent to Sublease Amendment between the Authority and Atlantic Aviation. Due to the voluminous nature of the Development Ground Lease, a copy of the lease is not included in the agenda packet. However, a copy of the lease will be available at the meeting for the Commissioners' review if so desired.

- d. TREASURER'S REPORTS – The June 2013 Treasurer's Report is included in the agenda packet. The report was presented to the Finance and Administration Committee at its December 16, 2013, meeting at which time the Committee recommended 2-0 (1 absent) that it be noted and filed by the Commission.

5. ITEMS FOR COMMISSION APPROVAL

- a. OTHER TRANSACTION AGREEMENT AMENDMENT III AND CHANGE ORDER FOR THE BAGGAGE HANDLING SYSTEM UPGRADE TO PDGS V4.1 – A staff report is included in the agenda packet. This item has been included in the Authority's agenda subject to the review and recommendation of the Operations and Development Committee at its January 21, 2014, meeting immediately prior to the Authority meeting.

As part of a U.S. Department of Homeland Security – Transportation Security Administration ("TSA") funded multi-phased project to enhance the baggage inspection system at Burbank Bob Hope Airport, Staff seeks Authority authorization for Staff to execute a TSA-directed amendment to the Other Transaction Agreement between the Authority and the TSA and execute a change order to Authority Purchase Order A5333 with G&S Airport Conveyor in the amount of \$112,700 as requested by the TSA. This amendment and change order would provide for additional facility modifications determined to be necessary for the project.

6. ITEMS FOR COMMISSION DISCUSSION

- a. PART 139 INSPECTION RESULTS – No staff report is attached. Staff will report to the Commission the results of the FAA Part 139 Inspection held during the first week in December 2013.
- b. FY 2013 BUDGET PERFORMANCE REVIEW – A staff report is included in the agenda packet. Staff monitors the actual financial performance of the Burbank-Glendale-Pasadena Airport Authority against the approved budget to determine if the financial performance is within the parameters set forth in the annual Budget Resolution. A review of the actual performance of the FY 2013 budget by account depicts the positive achievement during difficult and challenging economic conditions for both the Operations and Maintenance Budget and the Facility Improvement Program. As such, a budget amendment resolution for the FY 2013 financial results is not required.
- c. ENVIRONMENTAL IMPACT REPORT (EIR) UPDATE – No staff report is attached. Staff will update the Commission on the status of the 14-gate Replacement Terminal/Opportunity Site EIR process to date.

7. ITEMS FOR COMMISSION INFORMATION

- a. METRO GRANT AWARD FOR EMPIRE AVENUE BRIDGE – No staff report is attached. Staff will brief the Commission on funding opportunities available for the construction of a bridge connecting the Regional Intermodal Transportation Center to the existing rail platform on the Ventura rail line on Empire Avenue in light of Metro's recent grant application.
- b. COMMUNITY EVENTS – No staff report is attached. Staff will update the Commission regarding various event drives undertaken by Staff over the holiday period.

- c. AIRLINE SCHEDULE ANALYSIS – Included in the agenda packet for noting and filing are schedule analyses reflecting seasonal changes in service, fleet mix and scheduled operating times for three airlines serving Bob Hope Airport which reflect the seasonal demand for the first two months of the year. After incorporating these changes, the noise impact area is projected to decrease by 0.45 acres.