



June 14, 2013

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, June 17, 2013, 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, June 17, 2013

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 Note and File)
    - 1) Operations and Development Committee
      - (i) May 20, 2013

**[See page 1]**

- 2) Finance and Administration Committee
  - (i) May 6, 2013 ***[See page 3]***
  - (ii) May 20, 2013 ***[See page 7]***
- 3) Legal, Government and Environmental Affairs Committee
  - (i) May 20, 2013 ***[See page 9]***
- b. Commission Minutes (For Approval)
  - 1) June 3, 2013 ***[See page 13]***
- c. Treasurer's Reports
  - 1) March 2013 ***[See page 24]***
- 5. ITEMS FOR COMMISSION APPROVAL
  - a. Award of Contract for Airport Security and Traffic Control Services, RFP-AP2013-01 ***[See page 43]***
  - b. Residential Acoustical Treatment Program Design and Construction Management Award of Work Order IV-2 ***[See page 49]***
  - c. Review of the Proposed Fiscal Year 2013/2014 Annual Budget; and Proposed Resolution No. 454, A Resolution of the Burbank-Glendale-Pasadena Airport Authority Adopting the Fiscal Year 2013/2014 ("FY 2014") Annual Budget ***[See page 54]***
  - d. Award of Professional Services Agreement to RTKL Associates, Inc. for Land Use Consulting Services ***[See page 60]***
  - e. Regional Intermodal Transportation Center Authorization of Use of Additional Funding to Cover RITC Change Orders ***[See page 68]***
- 6. ITEMS FOR COMMISSION DISCUSSION
  - a. Presentation: Upcoming Community Workshop for Transportation and Transit Oriented Development ***[No Staff Report]***
- 7. ITEMS FOR COMMISSION INFORMATION
  - a. Metrolink Station – Groundbreaking Event ***[No Staff Report]***

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: Bob Hope Airport Leasehold  
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 Leasehold  
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

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

Name of Case: In re Petition of Burbank-Glendale-Pasadena Airport Authority for Order Permitting Entry on Property (Union Pacific) (Case No. BS131944)

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

Consultation with Director of Public Safety



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

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

9. ADJOURNMENT

## COMMISSION NEWSLETTER

June 17, 2013

### *[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: May 20, 2013, Operations and Development Committee; May 6 and May 20, 2013, Finance and Administration Committee; and May 20, 2013, Legal, Government and Environmental Affairs Committee.
- b. COMMISSION MINUTES – JUNE 3, 2013 – The draft minutes of this meeting are attached for Commission review and approval.
- c. TREASURER'S REPORT – MARCH 2013 – The Finance and Administration Committee reviewed the March 2013 Treasurer's Report at its June 3, 2013, meeting and voted unanimously (3–0) to accept the Treasurer's Report and to recommend to the Authority that it be noted and filed.

#### 5. ITEMS FOR COMMISSION APPROVAL

- a. AWARD OF CONTRACT FOR AIRPORT SECURITY AND TRAFFIC CONTROL SERVICES, RFP-AP2013-01 – A staff report is included in the agenda packet. At the June 3, 2013, meeting of the Operations and Development Committee, the Committee voted unanimously (3–0) to recommend that the Authority award an Airport Security and Traffic Control Services contract to HSS Aviation Security Services with a 36-month base term (August 1, 2013, through July 31, 2016) with two one-year extension options available to the Authority. The awarded contract would be an \$884,319 annual professional services agreement between the Authority and HSS Aviation Security Services.
- b. RESIDENTIAL ACOUSTICAL TREATMENT PROGRAM, DESIGN AND CONSTRUCTION MANAGEMENT, AWARD OF WORK ORDER IV-2 – A staff report is included in the agenda packet. At the June 3, 2013, meeting of the Legal, Government and Environmental Affairs Committee, the Committee agreed unanimously (3–0) to recommend that the Authority approve the attached Work Order IV-2 with Wyle Laboratories, which is intended to permit the continued implementation of the Authority's Residential Acoustical Treatment Program ("RATP") beginning with Module 13.1. Work Order IV-2 is in the amount of \$263,378 and is intended to permit design and construction management for the limited number of remaining properties that are eligible for the RATP within the revised Part 150 Noise Exposure Map boundary.



- c. REVIEW OF THE PROPOSED FISCAL YEAR 2013/2014 ANNUAL BUDGET; AND PROPOSED RESOLUTION NO. 454, A RESOLUTION OF THE BURBANK- GLENDALE-PASADENA AIRPORT AUTHORITY ADOPTING THE FISCAL YEAR 2013/2014 ("FY 2014") ANNUAL BUDGET – A staff report is included in the agenda packet. Staff seeks Commission approval of Resolution No. 454, which adopts the proposed Fiscal Year 2013/2014 ("FY 2014") annual budget. At its June 3, 2013, meeting, the Finance and Administration Committee voted unanimously (3–0) to recommend adoption of the proposed FY 2014 Budget by the Commission. Enclosed in the agenda package is a workbook which provides detailed information regarding the budget.
- d. AWARD OF PROFESSIONAL SERVICES AGREEMENT TO RTKL ASSOCIATES, INC. FOR LAND USE CONSULTING SERVICES – A staff report is included in the agenda packet. Staff seeks Authority approval for the Executive Director to execute a professional services with RTKL Associates, Inc. in the lump-sum amount of \$200,000 to provide land use planning and economic consulting services in connection with the ongoing consensus-based visioning process for future development of the Bob Hope Airport.
- e. REGIONAL INTERMODAL TRANSPORTATION CENTER, AUTHORIZATION OF USE OF ADDITIONAL FUNDING TO COVER RITC CHANGE ORDERS – A staff report is included in the agenda packet. This item has been included in the Authority's June 17, 2013, agenda subject to the review and recommendation of the Operations and Development Committee at its meeting immediately prior to the Authority's meeting.

At its May 7, 2012 meeting, the Airport Authority approved an award of contract to Bomel Construction Company for \$8,496,000 for the design and construction of the Replacement Parking Structure; and an award of contract to McCarthy Building Companies for \$72,683,000 to construct the Regional Intermodal Transportation Center, comprised of a Consolidated Rental Car Facility, Elevated Walkway, Site Work, Transit Station, Off-Site Improvements, and Site Preparation for the Replacement Parking Structure. Staff now seeks a Committee recommendation to the Authority for approval of two actions in order to address the costs of change orders for certain components of the RITC:

- Authorize the use of available Passenger facility Charge (PFC) revenues from approved PFC Application No. 11 as programmed in the plan of finance for the Elevated Walkway in the amount of \$2,175,491.
- Authorize the increased expenditure of construction funds for transit station and off-site improvements consistent with the recent Los Angeles County Metropolitan Transportation Authority (Metro) Board action (approximately \$300,000).

## 6. ITEMS FOR COMMISSION DISCUSSION

- a. PRESENTATION: UPCOMING COMMUNITY WORKSHOP FOR TRANSPORTATION AND TRANSIT ORIENTED DEVELOPMENT – No staff report is attached. The first Community workshop for the Burbank Bob Hope Airport Area Ground Transportation and Land Use Study is scheduled for Thursday, June 27, 2013, starting at 5:30 p.m. at the Burbank Marriott Hotel on Hollywood Way.

Mr. Tyler Bonstead of STV, Inc., will present to the Authority various transportation improvements of the Study that will allow the Airport to serve as a multi-modal regional transportation hub and identify transit-oriented development opportunities in the Airport area.

7. ITEMS FOR COMMISSION INFORMATION

- a. METROLINK STATION – GROUND BREAKING EVENT – No staff report is attached. Staff will update the Commission on the groundbreaking ceremony for the Metrolink Station to be constructed at Hollywood Way and San Fernando Road which is scheduled to take place on Friday, June 21, 2013.