



May 31, 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 3, 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 3, 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 6, 2013

[See page 1]

2) Legal, Government and Environmental Affairs Committee

(i) May 6, 2013

[See page 4]

- b. Commission Minutes (For Approval)
 - 1) May 20, 2013 **[See page 12]**

- 5. ITEMS FOR COMMISSION APPROVAL
 - a. Marathon Communications, Inc.
Purchase Order Extension **[See page 28]**
 - b. Letter of Support for Increased Metrolink Service **[See page 30]**

- 6. ITEMS FOR COMMISSION DISCUSSION
 - a. Presentation by Mr. Bob Montgomery, Vice President
Airport Affairs, Southwest Airlines Co. **[See page 34]**
 - b. RITC Update **[No Staff Report]**

- 7. ITEMS FOR COMMISSION INFORMATION
 - a. Recent Metro Board Actions **[No Staff Report]**
 - b. Airline Schedule Change Analysis **[See page 35]**
 - c. April 2013 Passenger and Parking Statistics **[See page 38]**

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

Consultation with Director of 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

June 3, 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 6, 2013, Operations and Development Committee; and May 6, 2013, Legal, Government and Environmental Affairs Committee.
- b. COMMISSION MINUTES – MAY 20, 2013 – The draft minutes of this meeting are attached for Commission review and approval.

5. ITEMS FOR COMMISSION APPROVAL

- a. MARATHON COMMUNICATIONS, INC., PURCHASE ORDER EXTENSION – A staff report is included in the agenda packet. At the May 20, 2013, meeting of the Legal, Government and Environmental Affairs Committee, the Committee agreed unanimously (3–0) to recommend that the Authority authorize the Executive Director to issue a change order to Marathon Communications, Inc. extending the term of its purchase order to continue on a month-to-month basis at the current not-to-exceed amount of \$5,000 per month for a period not to extend beyond September 30, 2013, while a comprehensive outreach program for the Authority’s initiative for visioning the future of the Airport is being finalized.
- b. LETTER OF SUPPORT FOR INCREASED METROLINK SERVICE – A staff report is included in the agenda packet. Staff seeks the Commission’s review and approval of the attached letter to the Southern California Regional Rail Authority (“SCRAA”) that encourages improved connection between Metrolink’s Antelope Valley Line and Orange County Line including enhanced weekend passenger rail service and authorization for the Authority Vice President to sign the letter on behalf of the Authority.

6. ITEMS FOR COMMISSION DISCUSSION

- a. PRESENTATION BY MR. BOB MONTGOMERY, VICE PRESIDENT, AIRPORT AFFAIRS, SOUTHWEST AIRLINES CO. – A staff report is included in the agenda packet. Mr. Montgomery, a 35-year veteran of Southwest Airlines, will be in attendance to speak with the Commission on the changes in the airline industry and the role Burbank Bob Hope Airport plays in Southwest Airlines’ system.
- b. RITC UPDATE – No staff report is attached. Staff will present an update to the Commission regarding the status of the RITC project, its progress, schedule and costs.

7. ITEMS FOR COMMISSION INFORMATION

- a. METRO BOARD ACTION RESULTS – No staff report is attached. Staff will update the Commission on the actions taken by the Metro Board on May 23, 2013, which recommitted and authorized expenditures of Measure R 3% funds totaling \$3.7 million to support the Authority’s initiative for improving “plane-to-train” connections to the existing regional passenger rail system and mitigating the impact of Caltrans’ construction on Interstate 5.
- b. AIRLINE SCHEDULE CHANGE ANALYSIS – A staff report is included in the agenda packet. Included in the agenda packet for noting and filing is a schedule analysis reflecting notice of changes in service, fleet mix and scheduled operating times from two airlines serving Bob Hope Airport.
- c. APRIL 2013 PASSENGER AND PARKING STATISTICS – The passenger count of 330,772 in April was down 2.4% from 338,821 in April of last year. The year-to-date total of 1,240,136 is 5.7% below the same period last year. Total airline seats offered in April numbered 477,888, which is down 3% from 492,810 in 2012. Cargo was up 5.4% for the month but is off 1% year-to-date. Airline operations decreased 2.6% in April, while air taxi operations declined 1.1% and general aviation operations were down 16.8%. Total combined operations are down 4.5% year-to-date. A complete report is included in the agenda packet.

[Regarding non-agenda items]

NEWS RELEASES

May 28, 2013 – Upcoming I-5 Closures May Affect Motorists Traveling to Burbank Bob Hope Airport