



November 9, 2017

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

NOTICE is hereby given that a special meeting of the Burbank-Glendale-Pasadena Airport Authority will be held Monday, November 13, 2017, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 Hollywood Way, Burbank, California, 91505.

Terri Williams, Board Secretary
Burbank-Glendale-Pasadena Airport Authority



SPECIAL COMMISSION MEETING

AGENDA

NOVEMBER 13, 2017

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
Special Meeting of Monday, November 13, 2017
9.00 A.M.

NOTE TO THE PUBLIC: *The Commission invites public comments on airport-related non-agenda matters during the Public Comment period. The Commission will receive public comments on agenda items as each item is reached. 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 disclosable 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 Hollywood Burbank Airport (2627 Hollywood Way, Burbank) in the administrative office during normal business hours.



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

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. CONSENT CALENDAR
 - a. Committee Minutes
(For Note and File)
 - 1) Operations and Development Committee
 - (i) September 18, 2017

[See page 1]

- 2) Finance and Administration Committee ***[See page 5]***
 - (i) October 2, 2017
- 3) Legal, Government and Environmental Affairs Committee ***[See page 8]***
 - (i) August 21, 2017
- b. Commission Minutes
(For Approval)
 - 1) October 16, 2017 ***[See page 10]***
- c. Treasurer's Report
 - 1) July 2017 ***[See page 17]***
- 6. ITEMS FOR COMMISSION APPROVAL
 - a. Approval of Access Agreement – Honeywell International, Inc. ***[See page 40]***
 - b. Award of Professional Services Agreement –
Phase III Airport Branding: Anyone Collective, LLC ***[See page 42]***
- 7. ITEMS FOR COMMISSION DISCUSSION
 - a. 2017 Airport Holiday Charity Drive ***[No Staff Report]***
- 8. ITEMS FOR COMMISSION INFORMATION
 - a. Airline Schedule Analysis ***[See page 45]***
 - b. September 2017 Passenger/Cargo and
Regional Airport Passenger Statistics ***[See page 47]***
 - c. September 2017 Parking Revenue Statistics ***[No Staff Report]***
 - d. September 2017 Transportation Network Companies
Summary of Activities ***[No Staff Report]***
- 9. COMMISSIONER COMMENTS
(Updates and information items, if any)
- 10. CLOSED SESSION
 - a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(California Government Code Section 54957(b))
Title: Executive Director
- 11. ADJOURNMENT

COMMISSION NEWSLETTER
November 13, 2017

[Regarding agenda items]

5. 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 MINUTES - Approved minutes of the September 18, 2017, Operations and Development Committee; approved minutes of the October 2, 2017, Finance and Administration Committee; and approved minutes of the August 21, 2017, Legal, Government and Environmental Affairs Committee are included in the agenda packet for information purposes.
- b. COMMISSION MINUTES – Draft minutes of the October 16, 2017, meeting are attached for the Commission's review and approval.
- c. TREASURER'S REPORT - The Treasurer's Report for July 2017 is included in the agenda packet. At the October 16, 2017, Finance and Administration Committee ("Committee") meeting, the Committee voted (2–0, one absent) to recommend that the Commission note and file the report.

6. ITEMS FOR COMMISSION APPROVAL

- a. APPROVAL OF ACCESS AGREEMENT – HONEYWELL INTERNATIONAL, INC. – A staff report is included in the agenda packet. At the October 16, 2017, meeting of the Legal, Government and Environmental Affairs Committee ("Committee"), the Committee voted (2–0) to recommend that the Commission approve an Access Agreement ("Agreement") with Honeywell International, Inc. ("Honeywell"). The Agreement will allow Honeywell to have limited access to Hollywood Burbank Airport to monitor and maintain three groundwater monitoring wells. In exchange, the Authority will receive from Honeywell an annual \$5,000 access fee, as well as an indemnity and defense commitment. The Authority also will receive Honeywell's commitment to close the wells once they are no longer needed and to provide documentation of proper closure.
- b. AWARD OF PROFESSIONAL SERVICES AGREEMENT – PHASE III AIRPORT BRANDING: ANYONE COLLECTIVE, LLC – A staff report is included in the agenda packet. On October 16, 2017, the Operations and Development Committee ("Committee") voted unanimously (3–0) to recommend to the Commission an award of a Professional Services Agreement in the amount of \$175,000 to Anyone Collective, LLC, for consulting services to implement Phase III of the Authority's airport branding program. The Committee also voted to recommend the approval of marketing media buys associated with the proposed Phase III branding program in an amount not to exceed \$175,000. Staff seeks the Commission's approval of the

Committee's recommendations. The total proposed expenditure for the Phase III branding program is a not-to-exceed amount of \$350,000 to be completed by the end of Fiscal Year 2018. The proposed expenditure is within the approved Fiscal Year Budget appropriation for Phase III Airport Branding.

7. ITEMS FOR COMMISSION DISCUSSION

- a. 2017 AIRPORT HOLIDAY CHARITY DRIVE – No staff report attached. The Providence St. Joseph Medical Center located in Burbank is one of the busiest Emergency Services Department in Los Angeles County and their current emergency facilities support passengers of the Hollywood Burbank Airport that find themselves in need of urgent medical care. Providence St. Joseph is investing in a new emergency medical services program including new facilities and in order to fund this investment they have started an "Emergency Services Campaign". While their goal is significant, every contribution helps. Therefore, Staff recommends to the Commission Providence St. Joseph Medical Center Emergency Services Campaign as the 2017 Annual Airport Holiday Charity Drive recipient.

8. ITEMS FOR COMMISSION INFORMATION

- a. AIRLINE SCHEDULE ANALYSIS – A staff report is included in the agenda packet. Staff has received notice of changes in service, fleet mix, and scheduled operating times from one airline serving Hollywood Burbank Airport. This report change is reflected in the attached Airline Schedule Analysis.
- b. SEPTEMBER 2017 PASSENGER/CARGO AND REGIONAL AIRPORT PASSENGER STATISTICS – No staff report attached. The passenger activity for the month of September 2017 was up 11.10% at 394,786 passengers compared to 355,341 in September 2016. The calendar year-to-date total for the first nine months now stands at 3,431,884 compared to 3,027,099 through the same period in 2016, an increase of 13.37%. During the month air carrier aircraft operations increased by 10.35%, and are up 8.02% year-to-date. Cargo volume for September was flat with just under 8.6 million pounds carried bringing the year-to-date total to 80.1 million pounds, a 4.13% increase over the same period last year. Staff will also present passenger activity data of the area airports for the month of September 2017. A complete report is included in the agenda packet.
- c. SEPTEMBER 2017 PARKING REVENUE STATISTICS – No staff report attached. Staff will present parking revenue data for the month of September 2017.
- d. SEPTEMBER 2017 TRANSPORTATION NETWORK COMPANIES ("TNC") SUMMARY OF ACTIVITIES. No staff report attached. Staff will update the Commission on TNC activity for the month of September 2017.

Approved October 16, 2017

**MINUTES OF THE REGULAR MEETING OF THE
OPERATIONS AND DEVELOPMENT COMMITTEE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

MONDAY, SEPTEMBER 18, 2017

A regular meeting of the Operations and Development Committee was called to order on this date in the Airport Skyroom of the Burbank-Glendale-Pasadena Airport Authority, 2627 Hollywood Way, Burbank, California, at 8:31 a.m., by Chairman Brown.

ROLL CALL

Present: Commissioners Brown, Tornek, and Devine

Absent: None

Also Present: Staff: Frank Miller, Executive Director;
John Hatanaka, Senior Deputy Executive Director;
Karen Sepulveda, Assistant Airport Engineer; Mike
Duong, Senior Manager, Business and Compliance;
Sumire Spurlock, Airport Security Manager;
Nerissa Sugars, Air Service Development and
Marketing; Mary Tromp, Manager, Parking Revenue

1. Approval of Agenda Commissioner Devine moved approval of the agenda, seconded by Commissioner Tornek. The agenda was approved (3-0).

2. Public Comment There were no public speakers; however Staff introduced the new Commissioners to the Operations Committee, Commissioner Terry Tornek, Mayor of Pasadena, and Commissioner Paula Devine, Council Member of the City of Glendale.

3. Approval of Minutes

a. August 7, 2017 Commissioner Brown approved the minutes of the August 7, 2017, meeting as he was the only Commissioner present at that meeting.

4. Contracts and Leases

a. Award of Contract: Project Number E17-08 Design Services for Portions of Taxiways C and D, General Aviation ramp Rehabilitation and Pavement management Staff presented an engineering design contract recommendation to the Committee for Project Number E17-08, Design Services for portions of Taxiways C and D, General Aviation Ramp Rehabilitation and Pavement Management System. Staff publicly solicited responses to a combined Request for Qualifications/Request for Proposals on

the Authority's PlanetBids e-procurement website, and advertised the competitive opportunity in the Dodge Construction News, several local newspapers, as well as public postings on the internet and the Burbank, Glendale, and Pasadena City Halls. Staff received three responses from qualified engineering firms. The evaluation team identified RDM International, Inc. ("RDM") as the most qualified, and entered into a negotiation of scope. Staff then requested RDM to prepare and submit the scope of services for the project and successfully negotiated a mutually agreeable scope of services for the project.

The project involves rehabilitation of the asphalt pavement on the west ends of Taxiway C and D, as well as the general aviation ramp areas that lie within the northwest quadrant of the Airport. Also included within the proposed scope of services are the design, development, and implementation of an Airside Pavement Management System. The implementation of this system will assist in future Airport Improvement Program ("AIP") grant request by providing increased detailed information for planning pavement projects within the airfield area. Funding for this project will consist of a combination of an AIP grant in the amount of \$725,310 which the Authority is in receipt of, with the local match provided through a pending Passenger Facility Charge ("PFC") application. Staff proposed that the Authority provide the full local matching fund requirement in advance with the intent to receive reimbursement subject to FAA approval of the PFC application and any subsequent amendments to it.

Staff recommended that the Committee recommend to the Commission that it: i) authorize the execution of a Professional Services Agreement for an engineering design contract in the amount of \$920,486. to RDM; ii) approve the deployment of TBI Force Account including the services for in-house consultants (Azrial, EQLaunch) for the design management phase services for a not-to-exceed amount of \$50,000; and iii) establish a Project Aggregate Contingency of approximately 3% of the estimated total project budget in the amount of \$30,000.

Motion

Following Staff's presentation, which included various questions from the Committee, Commissioner Tornek moved approval of Staff's recommendation to the Commission, seconded by Commissioner Devine.

Motion Approved

The motion was approved unanimously (3-0).

**b. Award of Purchase Order:
American Association of
Airport Executives for
Interactive Employee Training
Database System Upgrade**

Staff reported that the Authority has employed the Interactive Employee Training Database ("IET") system used at the Hollywood Burbank Airport for all Transportation Security Administration ("TSA") and Federal Aviation Administration ("FAA") since it was initially installed in December 2005. This system has been in active use to educate new and current employees using several different training video modules in two languages, English and Spanish. Each module has interactive questions to test employees on a variety of subjects. The system not only records the current test scores, but also maintains a database on the individual's past results. These records that the system generates are subject to review and audit by the FAA and TSA.

The current IET system is nearing end of life and will no longer be supported to receive future updates and maintenance. The IET is a proprietary system which can only be upgraded and maintained by the American Association of Airport Executives ("AAAE"). Additionally the current videos are dated and are in need of revisions that reflect the current state of the airport facilities.

As part of the Fiscal Year 2017-2018 budget process, Staff included a potential IET Replacement to be funded through a future PFC Application. That application is currently in process for the proposed amount of \$130,270.

Staff recommended that the Committee recommend to the Commission that it authorize the Executive Director to execute a sole source purchase order with the AAAE to revise and update the current proprietary IET Database system used at Hollywood Burbank Airport for a lump-sum amount of \$130,270.

Motion

Commissioner Tornek moved approval of Staff's recommendation to the Commission. The motion was seconded by Commissioner Devine.

Motion Approved

The motion was approved unanimously (3-0).

5. Items for Information

**a. July 2017 Passenger
Statistics and Parking
Information**

Staff presented a report to the Committee on the July 2017 passenger statistics and parking information.

Commissioner Tornek requested regional information with regard to airport passenger statistics. Staff advised that they would provide that information at the Committee's next meeting.

**6. Other Contracts and Leases
and Capital Projects**

This item was not discussed.

7. Adjournment

There being no further business, the meeting was adjourned at 8:54 a.m.

Approved October 16, 2017

**MINUTES OF THE REGULAR MEETING OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
FINANCE AND ADMINISTRATION COMMITTEE**

MONDAY, OCTOBER 2, 2017

A regular meeting of the Burbank-Glendale-Pasadena Airport Authority Finance and Administration Committee was called to order on this date in the Airport Skyroom, 2627 Hollywood Way, Burbank, California, at 10:50 a.m., by Chairman Gharpetian.

AB 23 Disclosure: The Senior Deputy Executive Director announced that, as a result of the convening of this meeting of the Finance and Administration Committee, each Committee member is entitled to receive and shall be provided \$200.

ROLL CALL

Present: Commissioners Selvidge and Gharpetian

Absent: Commissioner Adams

Also Present: Staff: John Hatanaka, Senior Deputy Executive Director; Kathy David, Deputy Executive Director, Finance and Administration; Mike Duong, Senior Manager, Business and Compliance

1. Approval of Agenda There were no adjustments to the agenda.

2. Public Comment There were no public speakers.

3. Approval of Minutes

a. September 18, 2017 Draft minutes for the September 18, 2017, Finance and Administration Committee meeting were presented for approval. Commissioner Selvidge noted that Commissioner Tornek's name was incorrectly listed as in attendance on the September 18, 2017, minutes, and should list Commissioner Selvidge as attending that meeting. The minutes will be revised to reflect this correction.

Motion Commissioner Selvidge moved approval of the September 18, 2017, corrected minutes; Commissioner Gharpetian seconded the motion.

Motion Approved There being no objection, the minutes were approved (2-0, one absent).

4. Treasurer's Report

a. June 2017

A copy of the June 2017 Treasurer's Report was included in the agenda packet. Staff discussed and answered questions about the Treasurer's Report with the Committee.

The Committee accepted the Treasurer's Report and recommended it be forwarded to the Commission for note and file.

Motion

Commissioner Selvidge moved to recommend to the Commission that the June 2017 Treasurer's Report, be noted and filed, seconded by Commissioner Gharpetian.

Motion Approved

The motion was approved (2-0, one absent).

5. Contracts and Leases

a. Award of Lease – The American National Red Cross

Staff presented a proposed five-year lease with The American Red Cross ("Red Cross") for 2,840 square feet of space in the northern end of Hangar 35 for the parking storage of vehicles used by the Red Cross for their mobile operations. The proposed lease will generate \$4,264.80 per month with a total gross revenue of \$51,177.60 annually.

Staff recommended that this minor lease be added to the consent calendar for the Commission.

Motion

Commissioner Selvedge moved approval of the motion, seconded by Commissioner Gharpetian.

Motion Approved

The motion was approved (2-0, one absent).

b. Other Transaction Agreement with the Department of Homeland Security and the Transportation Security Administration

Staff presented a modified Other Transaction Agreement ("OTA"), with the Department of Homeland Security Transportation Security Administration ("TSA"), for the purpose of obtaining reimbursement for electrical and janitorial charges associated with areas used for baggage screening at Hollywood Burbank Airport.

Details of the proposed OTA between the TSA and the Authority are reported by Staff as follows: the term of the agreement, from September 1, 2017, to August 31, 2018, or for as long as federal law requires TSA to perform screening functions at the Airport; a total increase of \$2,081.54 for janitorial reimbursement allotment for the twelve month

period; and space for conducting such screening operations is provided at no cost to the TSA.

Motion

Commissioner Selvedge moved approval of the motion, seconded by Commissioner Gharpetian.

Motion Approved

The motion was approved (2-0, one absent).

6. Items for Information

a. Committee Pending Items

Staff informed the Committee of future pending items that will come to the Committee for review.

**(1) Award of Lease – Terminal
Space Lease NewZoom, LLC**

**(2) Treasurer's Report – July/
August 2017**

**(3) Award of Aviation Ramp
Ground Lease; United
Parcel Service, Inc.**

**(4) Market Conditions Analysis-
Hangar Facilities**

7. Other Contracts and Leases

There were no other contracts and leases to be discussed.

8. Adjournment

There being no further business, the meeting was adjourned at 11:14 a.m.

Approved October 16, 2017

**MINUTES OF THE REGULAR MEETING OF THE
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

MONDAY, AUGUST 21, 2017

A regular meeting of the Burbank-Glendale-Pasadena Airport Legal, Government and Environmental Affairs Committee was called to order on this date in the Burbank Room of the Airport Authority, 2627 Hollywood Way, Burbank, California, at 9:51 a.m., by Chairman Wiggins.

AB 23 Disclosure: The Assistant Board Secretary announced that, as a result of the convening of this meeting of the Legal, Government and Environmental Affairs Committee, each Committee member is entitled to receive and shall be provided \$200.

ROLL CALL

Present: Commissioners Wiggins, Sinanyan and Madison

Absent: None

Also Present: Staff: Frank Miller, Executive Director;
John Hatanaka, Senior Deputy Executive Director;
Sarah Paulson Sheehy, Senior Director, Government
and Public Affairs; Lucy Burghdorf, Director of Public
Affairs and Communications

Airport Authority Counsel: Terence R. Boga of
Richards, Watson and Gershon

1. Approval of Agenda There were no adjustments to the agenda.

2. Public Comment There were no public speakers.

3. Approval of Minutes

a. June 5, 2017 Commissioner Sinanyan abstained from commenting on the minutes as he did not attend the June 5, 2017, meeting. Commissioner Madison moved approval of the minutes and, there being no objection, the minutes were approved (2-0; one abstention).

4. Items for Information

a. State Legislative Update Staff updated the Committee on Assembly Bill 1286 regarding Customer Facility Charges and Assembly Bill 1069 regarding taxicab regulation. Staff also discussed the remaining legislative calendar and answered various questions on airport related legislative issues from the Committee.

5. Adjournment

There being no further business, the meeting was adjourned at 10:01 a.m.

**MINUTES OF THE REGULAR MEETING OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

MONDAY, OCTOBER 16, 2017

A regular meeting of the Burbank-Glendale-Pasadena Airport Authority was called to order this date in the Airport Skyroom, 2627 Hollywood Way, Burbank, California, at 9:02 a.m., by President Tornek.

1. ROLL CALL

Present: Commissioners Tornek, Brown, Adams, Gharpetian, Sinanyan, Devine, and Selvidge

Absent: Commissioners Gharpetian and Madison

Also Present: Staff: Frank Miller, Executive Director; John Hatanaka, Senior Deputy Executive Director; Denis Carvill, Deputy Director, Engineering, Maintenance, Operations and Airline Relations; Ed Skvarna, Director of Public Safety/Chief of Police, Airport Authority Police Department; Nerissa Sugars, Manager, Air Service Development; Mike Duong, Senior Manager, Business and Compliance

2. PLEDGE OF ALLEGIANCE

Commissioner Wiggins led the assembly in the recitation of the Pledge of Allegiance to the Flag.

3. APPROVAL OF AGENDA

There were no changes to the agenda.

4. PUBLIC COMMENT

There was no public comment.

5. CONSENT CALENDAR

**a. Committee Reports
(For Noting and filing)**

**1) Finance and
Administration
Committee**

Approved minutes of the Finance and Administration Committee, September 18, 2017, were included in the agenda packet for information purposes.

(i) September 18, 2017

**b. Commission Minutes
(For Approval)**

Minutes of the October 2, 2017, Commission meeting were included in the agenda packet for review and approval.

1) October 2, 2017

c. June 2017 Treasurer's Report

1) June 2017

At the October 2, 2017, meeting of the Finance and Administration Committee ("Committee"), the Committee voted unanimously (2-0, one absent) to recommend that the June 2017 Treasurer's report be noted and filed by the Commission.

d. Other Transaction Agreement with Dept. of Homeland Security and the Transportation Security Administration for Janitorial and Electrical Reimbursement

Staff submitted for Commission approval an Other Transaction Agreement ("OTA") with the Department of Homeland Security and the Transportation Security Administration ("TSA") for the purposes of obtaining reimbursement for electrical and janitorial charges associated with areas used for baggage screening operations at Hollywood Burbank Airport.

On an annual basis Staff and the TSA negotiate the applicable reimbursement level for electrical utility and janitorial expenses incurred by the Authority related to the TSA's operation at the Airport.

Staff conducted an analysis of the current costs attributed to TSA and requested an annual increase in reimbursement for janitorial services in the amount of \$2,081.54 with no change to the electrical reimbursement. Accordingly, TSA has requested \$67,836.16 for annual electrical use and \$63,934.70 for annual janitorial expenses. This results in a total obligated amount to the Authority of \$131,772.86 for a twelve month period ending August 31, 2018.

At the October 16, 2017, meeting of the Finance and Administration Committee ("Committee"), the Committee voted (2-0, one absent) to recommend that the Commission approve the OTA with the TSA for janitorial and electrical reimbursement.

MOTION

Commissioner Sinanyan moved approval of the Consent Calendar; seconded by Commissioner Selvidge.

MOTION APPROVED

There being no objection, the motion was approved (7-0, two absent).

AYES: Commissioners Adams, Brown
Tornek, Sinanyan, Devine,
Selvidge and Wiggins

NOES: None

ABSENT: Commissioners Gharpetian and
Madison

6. ITEMS FOR COMISSION APPROVAL

a. Award of Lease – The American National Red Cross

Staff presented to the Commission for approval a proposed five-year Lease Agreement ("Lease") with The American National Red Cross ("Red Cross") for 2,840 square feet of space in the northern end of Hangar 35 for the parking and storage of vehicles used by the Red Cross for their mobile operations. The proposed lease will generate \$4,264.80 per month with total gross revenue of \$51,177.60 annually.

Staff and the Red Cross negotiated a five-year term in the northern end of Hangar 35, which currently is occupied by the Burbank-Glendale-Pasadena Airport Authority's Fire Station ("Fire Station") as well as the Los Angeles County Coroner ("Coroner"). The proposed lease premises for the Red Cross will not affect the operations of the Fire Station or the Coroner.

At the October 2, 2017, meeting of the Finance and Administration Committee ("Committee"), the Committee voted (2-0, one absent) to recommend that the Commission approve the Lease between the Burbank-Glendale-Pasadena Airport Authority and the Red Cross and authorize the Authority President to execute same.

MOTION

Commissioner Wiggins moved to approve the item; Commissioner Devine seconded the motion.

MOTION APPROVED

There being no objection, the motion was approved (7-0, two absent).

AYES: Commissioners Adams, Brown
Tornek, Sinanyan, Devine,
Selvidge and Wiggins

NOES: None

ABSENT: Commissioners Gharpetian and
Madison

**b. Award of Professional
Services Agreement –
Allied Universal for Airport
Security and Traffic Control
Services**

At the Operations and Development Committee (“Committee”) meeting held immediately prior to the Commission meeting on October 16, 2017, the Committee voted unanimously (3–0) to recommend that the Commission approve the award of a Professional Services Agreement (“PSA”) to Universal Protection Services LP (“Allied Universal”) for Airport Security and Traffic Control Services. This award is for a three-year base term (November 1, 2017, through October 31, 2020) with two one-year extension options available to the Commission at its discretion. The proposed PSA is recommended for a not-to-exceed contract price of \$3,525,849 for the base term, calculated based upon the estimated hours for the initial three-year period.

The former Airport security and traffic control services provider HSS, Inc. (“HSS”) had a contract with a three-year base term that afforded the Authority two one-year extension options. The Authority exercised the first extension option on May 16, 2016. On July 17, 2017, HSS was unwilling to continue performing under the contract rate. The Authority authorized a six-month extension of HSS’ contract while the Commission authorized issuance of an Airport security and traffic control services request for proposals (“RFP”).

To avoid a disruption of Airport operations, and to allow time for presentation to the Commission of a recommendation for an award of a long-term Airport security and traffic control services contract, Staff determined that a short-term agreement should be executed with one of the proposers. Allied Universal was one of the top ranked proposers. Staff asked the non-incumbent proposers about their typical transition period and their quickest transition. While Allied Universal matched another top ranked proposer in time needed to implement

services (30-days), Allied Universal provided examples in which it had completed transitions in forty-eight hours. Based on these responses, the Executive Director signed an emergency purchase order (October 1 to October 31) with Allied Universal on an emergency basis in accordance with the Authority Expenditure Policy.

The budget adopted by the Commission for security and control services costs for FY 2017-18 was \$940,000. Based on the all-inclusive proposed cost for services received from Allied Universal, including the emergency service being performed, there is an approximate increase of \$126,499 over the current budget year appropriation. The proposed FY 2017-18 budget may require an amendment to address the proposed increase in cost for these services.

If awarded the long-term contract, Allied Universal will execute a new PSA and will continue providing Airport security and traffic control services that the firm commenced on October 1. Allied Universal will continue its process of recruitment and screening, staffing plans, training, and development of position orders with no disruption of services.

MOTION

Commissioner Adams moved to approve the item; Commissioner Selvidge seconded the motion.

MOTION APPROVED

There being no objection, the motion was approved (7-0, two absent).

AYES: Commissioners Adams, Brown
Tornek, Sinanyan, Devine,
Selvidge and Wiggins

NOES: None

ABSENT: Commissioners Gharpetian and
Madison

**7. ITEMS FOR COMMISSION
DISCUSSION**

- a. **August 2017
Passenger/Cargo Statistics
and Parking Information** Staff presented the Passenger/Cargo Statistics and Passenger Information for the month of June 2017.
 - b. **Regional Airport Statistics** At the October 2, 2017, Commission meeting, President Tornek requested Staff to present information regarding passenger statistics from other airports in the region to showcase Hollywood Burbank Airport in the context of what is occurring regionally.
 - Staff advised the Commission of statistics on Los Angeles International Airport ("LAX"), Ontario International Airport, Long Beach Airport and John Wayne Airport. This item will become a monthly item on future agendas.
 - c. **Transportation Network
Companies Summary of
Activities** Staff presented updated information on the Transportation Network Companies ("TNCs") at Hollywood Burbank Airport. This information was previously incorporated into data presented under Item 7.a., however at the Authority's request, it will now be a separate item.
- 8. **CLOSED SESSION** The meeting recessed to closed session at 9:26 a.m.
 - a. Existing CONFERENCE WITH LABOR NEGOTIATORS
(California Government Code Section 54957.6)
Authority Representatives: Frank R. Miller
Employee Organization: IAFF I-60
 - b. CONFERENCE WITH LABOR NEGOTIATOR
(California Government Code Section 54957.6)
Authority Representatives: Frank R. Miller
Unrepresented Employee: Director of Public Safety/Chief of Police
 - c. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(California Government Code Section 54957.(b))
Title: Executive Director
- Meeting Reconvened to
Open Session** The meeting reconvened to open session at 10:05 a.m. with the same Commissioners present.
- Closed Session Report** President Tornek announced that no reportable action was taken in closed session.

9. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:05 a.m.

Ray Adams, Secretary

Date

Terry Tornek, President

Date



October 16, 2017

Burbank-Glendale-Pasadena Airport Authority
2627 Hollywood Way
Burbank, CA 91505

Dear Commissioners:

The attached report, covering the month of July 2017, fulfills the legal requirements of the California Code and our Investment Policy. Based on projected income and expenses, as well as investment liquidity, there will be sufficient funds available to meet the needs of the Airport Authority for the six month period following the date of the attached report.

Sincerely,

[To be signed]

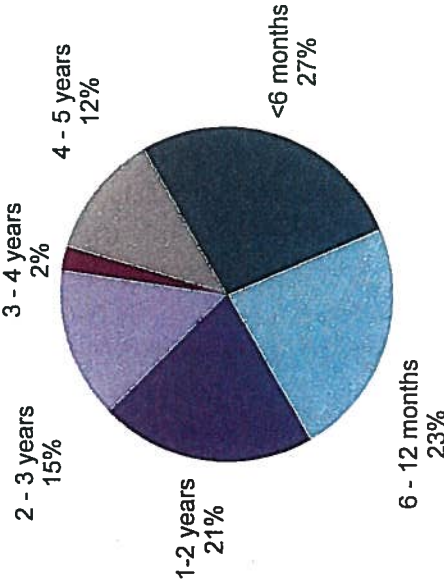
Ross Selvidge, Ph.D.
Treasurer

Attachments

Operating Portfolio Investment Guidelines Conformance as of July 31, 2017

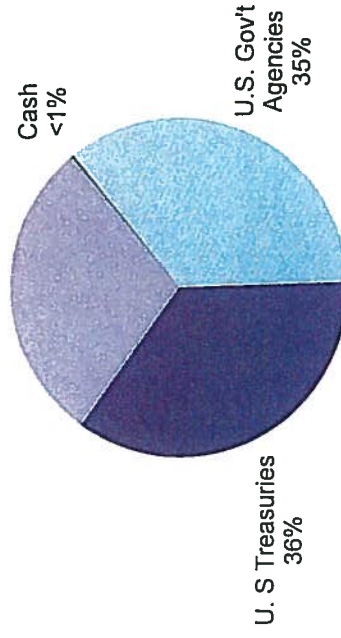
	Legal Max Maturity	Actual Max Maturity	Policy Maximum	Policy Actual
U.S. Gov Agencies	5 Years	4.68 Years	70%	35%
Corporate Notes	5 Years	4.59 Years	30%	29%
LAIF	N/A	N/A	\$20 mil	N/A
Bankers Acceptances	6 Months	N/A	15%	N/A
Negotiable Certificates of Deposit	5 Years	N/A	15%	N/A
Non-Negotiable Certificates of Deposit	5 Years	N/A	15%	N/A
Commercial Paper	270 Days	N/A	15%	N/A
Repurchase Agreements	1 Year	N/A	10%	N/A
Money Market Fund	N/A	N/A	15%	<1%
U.S. Gov Securities (Treasury)	5 Years	5.00 Years	No Limit	36%

Maturity Distribution



Sector Allocation

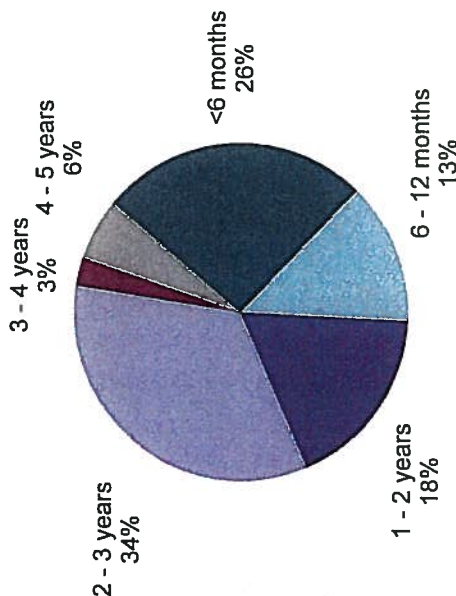
Corporate Notes
29%



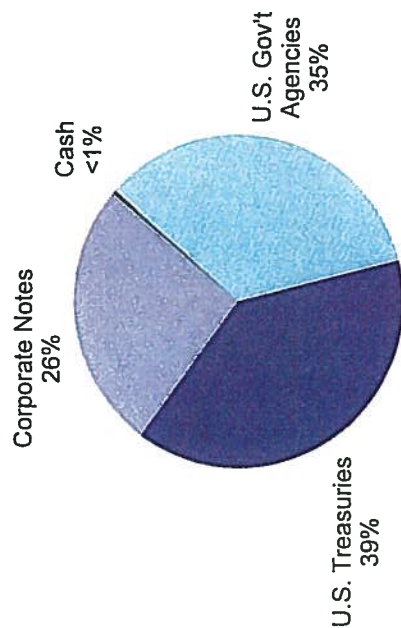
PFC Portfolio Investment Guidelines Conformance as of July 31, 2017

	Legal Max Maturity	Actual Max Maturity	Policy Maximum	Policy Actual
U.S. Gov Agencies	5 Years	4.33 Years	70%	35%
Corporate Notes	5 Years	4.55 Years	30%	26%
LAIF	N/A	N/A	\$20 mil	N/A
Bankers Acceptances	6 Months	N/A	15%	N/A
Negotiable Certificates of Deposit	5 Years	N/A	15%	N/A
Non-Negotiable Certificates of Deposit	5 Years	N/A	15%	N/A
Commercial Paper	270 Days	N/A	15%	N/A
Repurchase Agreements	1 Year	N/A	10%	N/A
Money Market Fund	N/A	N/A	15%	<1%
U.S. Gov Securities (Treasuries)	5 Years	4.51 Years	No Limit	39%

Maturity Distribution



Sector Allocation



Burbank-Glendale-Pasadena Airport Authority - Operating Account
Statement of Investments
As of 07/31/17

Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Eff. Mat. Date	Par Value	Purchase Cost	Market Value	Unrealized Gain/Loss	YTM	Days to Eff. Mat.	% Mkt Value
07/31/17	Columbia Treasury Reserves	097101307	0.000	07/31/17	07/31/17	\$ 386,615	\$ 386,615	\$ 386,615	\$ -	0.00%	0	0.19%
05/06/16	Apple Inc	037833AP5	1.479	05/06/19	08/06/17	1,200,000	1,196,747	1,205,573	8,826	1.37%	6	0.58%
04/19/16	FFCB	3133EEZ52	1.257	03/22/18	08/22/17	5,000,000	4,986,879	5,004,820	17,941	1.12%	22	2.41%
05/26/17	QualComm Inc	747525AQ6	1.648	05/20/20	08/26/17	850,000	850,915	854,743	3,828	1.58%	26	0.41%
03/02/16	Johnson & Johnson	478160BW3	1.472	03/01/19	09/01/17	1,500,000	1,502,346	1,504,616	2,270	1.40%	32	0.72%
04/28/16	American Express Credit Corp	0258M0DY2	2.292	09/14/20	09/14/17	1,000,000	1,007,630	1,016,616	8,986	1.85%	45	0.49%
07/14/16	Duke Energy Florida LLC	341099CG2	5.800	09/15/17	09/15/17	675,000	713,016	678,414	(34,602)	1.62%	46	0.33%
04/25/16	Home Depot Inc	437076BJ0	1.616	09/15/17	09/15/17	1,000,000	1,003,966	1,000,415	(3,551)	1.29%	46	0.48%
03/20/17	Citigroup Inc	17325FAB4	1.614	03/20/19	09/20/17	450,000	450,000	450,603	603	1.58%	51	0.22%
09/29/15	FNMA Bench	3135G0ZL0	1.000	09/27/17	09/27/17	3,000,000	3,016,945	2,999,454	(17,491)	1.11%	58	1.44%
04/19/16	Treasury Note	912828TS9	0.625	09/30/17	09/30/17	7,750,000	7,743,340	7,743,598	258	1.12%	61	3.72%
12/08/14	General Electric Capital Corp	36962G6X7	2.009	04/02/18	10/02/17	1,690,000	1,707,900	1,696,870	(11,030)	1.43%	63	0.82%
01/21/16	Oracle Corporation	68389XAR6	1.884	01/15/19	10/15/17	1,170,000	1,173,824	1,178,231	4,407	1.43%	76	0.57%
07/08/15	Wells Fargo & Company	94974BFK1	1.943	04/23/18	10/23/17	1,500,000	1,502,735	1,506,029	3,294	1.41%	84	0.72%
11/02/12	Treasury Note	912828TW0	0.750	10/31/17	10/31/17	10,950,000	10,952,602	10,939,533	(13,069)	1.13%	92	5.26%
06/01/16	Praxair Inc	74005PBC7	1.050	11/07/17	11/07/17	685,000	683,718	684,328	610	1.42%	99	0.33%
04/19/16	FHLB	3133XMQ87	5.000	11/17/17	11/17/17	2,500,000	2,665,725	2,527,970	(137,755)	1.17%	109	1.22%
09/10/14	FHLMC Reference Notes	3137EABA6	5.125	11/17/17	11/17/17	5,200,000	5,834,036	5,259,951	(574,085)	1.18%	109	2.53%
10/07/14	Mellife Inc	59156RBK3	1.903	12/15/17	12/15/17	800,000	805,636	801,030	(4,606)	1.54%	137	0.39%
05/06/14	Bank of New York Mellon Corp	06406HCE7	1.300	01/25/18	12/25/17	1,000,000	992,963	999,369	6,406	1.43%	147	0.48%
04/19/16	FHLMC Reference Notes	3137EADN6	0.750	01/12/18	01/12/18	3,750,000	3,748,050	3,742,256	(5,794)	1.21%	165	1.80%
08/07/15	Fifth Third Bank	31677QAV1	1.450	02/28/18	01/28/18	1,000,000	996,120	999,736	3,616	1.49%	181	0.48%
12/23/13	FNMA Benchmark Notes	3135G0TG8	0.875	02/08/18	02/08/18	6,000,000	5,904,390	5,990,448	86,058	1.18%	192	2.88%
11/18/15	Exxon Mobil Corp	30231GAL6	1.305	03/06/18	03/06/18	700,000	701,862	699,615	(2,247)	1.40%	218	0.34%
09/07/16	Coca-Cola Company (The)	191216BA7	1.150	04/01/18	04/01/18	1,450,000	1,452,871	1,447,983	(4,888)	1.36%	244	0.70%
06/27/16	FHLB	3130A4GJ5	1.125	04/25/18	04/25/18	1,520,000	1,530,579	1,518,360	(12,219)	1.27%	268	0.73%
09/25/15	Boeing Co	097023BE4	0.950	05/15/18	05/15/18	944,000	938,314	940,325	2,011	1.45%	288	0.45%
03/11/14	Merck & Co Inc	58933YAG0	1.300	05/18/18	05/18/18	1,350,000	1,339,553	1,348,842	9,289	1.41%	291	0.65%
06/29/16	Chevron Corp	166764AE0	1.718	06/24/18	05/24/18	900,000	908,865	901,755	(7,110)	1.50%	297	0.43%
12/03/14	Treasury Note	912828VE7	1.000	05/31/18	05/31/18	13,010,000	12,972,601	12,987,036	14,435	1.21%	304	6.24%
08/05/15	FHLMC	3137EABP3	4.875	06/13/18	06/13/18	5,500,000	6,011,095	5,670,885	(340,210)	1.26%	317	2.73%
07/06/15	Southern California Gas Company	842434CN0	1.550	06/15/18	06/15/18	1,175,000	1,182,360	1,174,814	(7,546)	1.57%	319	0.56%
04/19/16	Treasury Note	912828XK1	0.875	07/15/18	07/15/18	7,750,000	7,762,715	7,722,737	(39,978)	1.25%	349	3.71%
04/19/16	FNMA Benchmark Notes	3135G0E33	1.125	07/20/18	07/20/18	3,750,000	3,771,825	3,744,563	(27,262)	1.28%	354	1.80%
07/06/15	Nevada Power Company	641423BW7	6.500	08/01/18	08/01/18	1,050,000	1,189,265	1,098,847	(90,418)	1.78%	366	0.53%

Burbank-Glendale-Pasadena Airport Authority - Operating Account
Statement of Investments
As of 07/31/17

Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Eff. Mat. Date	Par Value	Purchase Cost	Market Value	Unrealized Gain/Loss	YTM	Days to Eff. Mat.	% Mkt Value
08/07/15	3M Company	88579YAP6	1.375	08/07/18	08/07/18	900,000	898,398	899,665	1,267	1.41%	372	0.43%
12/18/15	Berkshire Hathaway Finance Corp	084664BY6	2.000	08/15/18	08/15/18	1,550,000	1,577,051	1,558,891	(18,160)	1.44%	380	0.75%
08/18/15	Treasury Note	912828RE2	1.500	08/31/18	08/31/18	6,400,000	6,482,133	6,415,682	(66,451)	1.27%	396	3.08%
04/19/16	FNMA	3135G0E58	1.125	10/19/18	10/19/18	3,750,000	3,772,538	3,740,813	(31,725)	1.33%	445	1.80%
12/24/15	Simon Property Group LP	828807CQ8	2.200	02/01/19	11/01/18	950,000	961,032	956,689	(4,343)	1.72%	458	0.46%
11/03/15	Microsoft Corporation	594918BF0	1.300	11/03/18	11/03/18	650,000	649,898	649,348	(550)	1.38%	460	0.31%
04/13/16	Commonwealth Edison Company	202795JC5	2.150	01/15/19	12/15/18	1,000,000	1,018,088	1,005,482	(12,606)	1.77%	502	0.48%
09/25/15	Manufacturers & Traders Trust Co	55279HAE0	2.300	01/30/19	12/30/18	1,000,000	1,013,451	1,007,961	(5,490)	1.76%	517	0.48%
12/01/15	Treasury Note	912828A75	1.500	12/31/18	12/31/18	500,000	503,516	501,351	(2,165)	1.31%	518	0.24%
06/10/16	John Deere Capital Corp	24422ETE9	1.950	01/08/19	01/08/19	1,200,000	1,222,064	1,206,644	(15,420)	1.56%	526	0.58%
07/01/15	Treasury Note	912828SD3	1.250	01/31/19	01/31/19	4,000,000	4,003,594	3,995,960	(7,634)	1.32%	549	1.92%
01/14/16	IBM Corp	459200HT1	1.950	02/12/19	02/12/19	1,150,000	1,164,229	1,156,678	(7,551)	1.56%	561	0.56%
02/26/16	Cisco Systems Inc	17275RAE2	4.950	02/15/19	02/15/19	1,050,000	1,156,947	1,103,261	(53,686)	1.60%	564	0.53%
06/30/16	Treasury Note	912828P53	0.750	02/15/19	02/15/19	5,000,000	5,008,984	4,957,420	(51,564)	1.31%	564	2.38%
01/21/15	Union Pacific Corporation	907818DW5	2.250	02/15/19	02/15/19	1,050,000	1,078,576	1,059,587	(18,989)	1.65%	564	0.51%
07/11/16	JP Morgan Chase & CO	46625HQU7	1.850	03/22/19	02/22/19	1,900,000	1,921,250	1,902,231	(19,019)	1.78%	571	0.91%
09/15/14	Unitedhealth Group Inc	91324PCB6	1.625	03/15/19	03/15/19	720,000	706,025	719,438	13,413	1.67%	592	0.35%
12/07/15	FHLMC	3137EACA5	3.750	03/27/19	03/27/19	3,500,000	3,763,900	3,636,546	(127,354)	1.36%	604	1.75%
04/16/16	Lowes Companies Inc	548661DL8	1.150	04/15/19	04/15/19	1,000,000	998,565	991,653	(6,912)	1.65%	623	0.48%
09/12/14	Public Service Electric And Gas	74456QBG0	1.800	06/01/19	05/01/19	1,129,000	1,122,407	1,128,403	5,996	1.83%	639	0.54%
12/08/14	Target Corporation	87612EBB1	2.300	06/26/19	06/26/19	1,005,000	1,027,143	1,018,302	(8,841)	1.59%	695	0.49%
11/01/16	Treasury Note	912828WV6	1.625	07/31/19	07/31/19	2,600,000	2,646,008	2,613,901	(32,107)	1.35%	730	1.26%
03/17/15	FNMA Bench	3135G0ZG1	1.750	09/12/19	09/12/19	4,500,000	4,545,910	4,529,903	(16,007)	1.43%	773	2.18%
10/30/16	Honeywell International Inc	438516BJ4	1.400	10/30/19	10/30/19	250,000	249,803	248,578	(1,225)	1.66%	821	0.12%
04/01/16	Treasury Note	912828F52	1.500	10/31/19	10/31/19	3,905,000	3,970,134	3,915,557	(54,577)	1.38%	822	1.88%
11/07/16	Procter & Gamble Company	742718EG0	1.900	11/01/19	11/01/19	1,325,000	1,348,771	1,333,000	(15,771)	1.63%	823	0.64%
05/26/15	Arizona Public Service Company	040555CR3	2.200	01/15/20	12/15/19	1,000,000	1,006,593	1,005,089	(1,604)	1.99%	867	0.48%
01/19/16	Treasury Note	912828G95	1.625	12/31/19	12/31/19	4,250,000	4,326,504	4,271,896	(54,608)	1.41%	883	2.05%
04/21/16	Pepsico Inc	713448BN7	4.500	01/15/20	01/15/20	1,300,000	1,445,831	1,388,031	(57,800)	1.67%	898	0.67%
04/28/17	FNMA	3135G0A78	1.625	01/21/20	01/21/20	4,725,000	4,743,801	4,740,753	(3,048)	1.49%	904	2.28%
04/25/16	Meditronic Inc	585055BG0	2.500	03/15/20	03/15/20	1,200,000	1,241,267	1,220,524	(20,743)	1.83%	958	0.59%
05/08/15	United Technologies Corporation	913017BR9	4.500	04/15/20	04/15/20	1,150,000	1,283,710	1,232,963	(50,747)	1.76%	989	0.59%
05/11/17	Intel Corp	458140AZ3	1.850	05/11/20	05/11/20	1,000,000	999,620	1,002,373	2,753	1.76%	1015	0.48%
03/08/16	Public Service Company of Colorado	744448CD1	3.200	11/15/20	05/15/20	1,080,000	1,135,784	1,118,019	(17,765)	2.09%	1019	0.54%
05/04/17	State Street Corporation	857477AS2	2.550	08/18/20	08/18/20	1,150,000	1,174,001	1,173,922	(79)	1.84%	1114	0.56%

Burbank-Glendale-Pasadena Airport Authority - Operating Account
Statement of Investments
As of 07/31/17

Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Eff. Mat. Date	Par Value	Purchase Cost	Market Value	Unrealized Gain/Loss	YTM	Days to Eff. Mat.	% Mkt Value
02/21/17	Ace InA Holdings Inc	00440EAT4	2.300	11/03/20	10/03/20	1,000,000	1,000,960	1,010,134	9,174	1.98%	1160	0.49%
04/21/16	Travelers Cos Inc	89417EAG4	3.900	11/01/20	11/01/20	900,000	984,933	950,860	(34,073)	2.09%	1189	0.46%
12/05/16	PNC Bank NA	6935REW4	2.150	04/29/21	03/30/21	1,200,000	1,185,804	1,198,268	12,464	2.19%	1338	0.58%
12/23/16	Federal Home Loan Banks	3130AABG2	1.875	11/29/21	11/29/21	7,000,000	6,925,456	7,028,448	102,992	1.78%	1582	3.38%
01/23/17	Pfizer Inc	717081DZ3	2.200	12/15/21	12/15/21	1,500,000	1,498,845	1,514,145	15,300	1.97%	1598	0.73%
01/23/17	Comcast Corporation	20030NBV2	1.625	01/15/22	12/15/21	1,500,000	1,437,899	1,465,982	28,083	2.16%	1598	0.70%
06/23/17	FHLMC	3137EADB2	2.375	01/13/22	01/13/22	4,000,000	4,099,279	4,093,736	(5,543)	1.82%	1627	1.97%
02/03/17	Treasury Note	912828H86	1.500	01/31/22	01/31/22	1,700,000	1,665,765	1,679,084	13,319	1.79%	1645	0.81%
02/21/17	Walt Disney Co	25468PCT1	2.550	02/15/22	02/15/22	1,200,000	1,207,587	1,217,881	10,294	2.20%	1660	0.59%
04/17/17	BB&T Corp	05531FAX1	2.750	04/01/22	03/01/22	1,000,000	1,009,059	1,018,538	9,479	2.33%	1674	0.49%
05/18/17	Federal National Mortgage Association	3135G0T45	1.875	04/05/22	04/05/22	4,500,000	4,502,731	4,501,049	(1,682)	1.87%	1709	2.16%
08/01/17	Treasury Note	912828XQ8	2.000	07/31/22	07/31/22	1,300,000	1,309,851	1,309,743	(108)	1.84%	1826	0.63%
	Subtotal					\$193,794,615	\$196,583,798	\$194,821,362	\$(1,762,436)	1.43%	550	93.68%
	Local Agency Investment Fund (LAIF)					13,163,681	13,163,681	13,149,736	(13,945)	1.05%	192	6.32%
	Subtotal					\$206,958,296	\$209,747,479	\$207,971,098	\$(1,776,381)	1.40%	528	100.00%
	Operating Bank Balance						3,213,085					
	TOTAL						\$212,960,564					

Burbank-Glendale-Pasadena Airport Authority - Operating Account
Statement of Purchases - Maturities - Sales
As of 07/31/17

PURCHASES

[illegible]

MATURITIES

Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Par Value	Purchase Price	Purchase Cost	Gain / (Loss)
08/02/12	Treasury Note	912828TG5	0.500	07/31/17	\$ 1,275,000.00	99.29565	\$ 1,266,019.53	\$ 8,980.47
TOTAL MATURITIES								
					\$ 1,275,000.00		\$ 1,266,019.53	\$ 8,980.47

[illegible]

Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Sale Date	Par Value	Sale Price	Sale Amount	Purchase Cost	Gain / (Loss)
								\$		\$
								-		-
								-		-
								-		-
								-		-
TOTAL SALES										\$

Burbank-Glendale-Pasadena Airport Authority - Operating Account
Earnings Report
07/01/17-07/31/17

Type of Investment	Coupon	Maturity Date	Previous Accrual	Realized Interest For Period	Interest Paid At Purc/Recv	Current Accrual	Interest Earned	Amrt/Accrt For Period	Adjusted Total Int. Earned
FIXED INCOME									
Treasury Note	0.500	07/31/17	2,659.19	3,187.50	-	-	528.31	150.31	678.62
Duke Energy Florida LLC	5.800	09/15/17	11,527.50	-	-	14,790.00	3,262.50	(2,708.98)	553.52
Home Depot Inc	1.616	09/15/17	718.03	-	-	2,109.20	1,391.17	(242.50)	1,148.67
FNMA Bench	1.000	09/27/17	7,833.34	-	-	10,333.34	2,500.00	(708.01)	1,791.99
Treasury Note	0.625	09/30/17	12,175.55	-	-	16,278.18	4,102.63	390.29	4,492.92
Treasury Note	0.750	10/31/17	13,836.28	-	-	20,754.42	6,918.14	(203.83)	6,714.31
Praxair Inc	1.050	11/07/17	1,078.88	-	-	1,678.25	599.37	74.58	673.95
FHLB	5.000	11/17/17	15,277.78	-	-	25,694.44	10,416.66	(8,753.08)	1,663.58
FHLMC Reference Notes	5.125	11/17/17	32,572.22	-	-	54,780.56	22,208.34	(16,583.33)	5,625.01
Metlife Inc	1.903	12/15/17	676.62	-	-	1,945.28	1,268.66	(147.30)	1,121.36
FHLMC Reference Notes	0.750	01/12/18	13,203.13	14,062.50	-	1,484.38	2,343.75	93.90	2,437.65
Bank of New York Mellon Corp	1.300	01/25/18	5,633.33	6,500.00	-	216.67	1,083.34	139.73	1,223.07
FNMA Benchmark Notes	0.875	02/08/18	20,854.16	-	-	25,229.16	4,375.00	2,127.75	6,502.75
Fifth Third Bank	1.450	02/28/18	4,873.62	-	-	6,081.94	1,208.32	136.54	1,344.86
Exxon Mobil Corp	1.305	03/06/18	2,918.13	-	-	3,678.38	761.25	(67.46)	693.79
FFCB	1.257	03/22/18	1,556.95	5,189.83	-	1,746.14	5,379.02	579.40	5,958.42
Coca-Cola Company (The)	1.150	04/01/18	4,168.75	-	-	5,558.34	1,389.59	(152.85)	1,236.74
General Electric Capital Corp	2.009	04/02/18	8,486.38	7,935.61	-	2,828.79	2,278.02	(541.96)	1,736.06
Wells Fargo & Company	1.943	04/23/18	5,126.61	6,761.19	-	728.45	2,363.03	(89.51)	2,273.52
FHLB	1.125	04/25/18	3,135.00	-	-	4,560.00	1,425.00	(482.34)	942.66
Boeing Co	0.950	05/15/18	1,145.91	-	-	1,893.25	747.34	181.03	928.37
Merck & Co Inc	1.300	05/18/18	2,096.24	-	-	3,558.75	1,462.51	155.26	1,617.77
Treasury Note	1.000	05/31/18	11,019.40	-	-	22,038.80	11,019.40	782.46	11,801.86
FHLMC	4.875	06/13/18	13,406.25	-	-	35,750.00	22,343.75	(17,787.45)	4,556.30
Southern California Gas Company	1.550	06/15/18	809.45	-	-	2,327.16	1,517.71	(273.93)	1,243.78
Chevron Corp	1.718	06/24/18	300.65	-	-	1,589.15	1,288.50	(388.25)	900.25
Treasury Note	0.875	07/15/18	31,283.67	33,906.25	-	3,132.64	5,755.22	(482.45)	5,272.77
FNMA Benchmark Notes	1.125	07/20/18	18,867.19	21,093.75	-	1,289.06	3,515.62	(807.33)	2,708.29
Nevada Power Company	6.500	08/01/18	28,437.49	-	-	34,125.00	5,687.51	(4,159.45)	1,528.06
3M Company	1.375	08/07/18	4,950.00	-	-	5,981.25	1,031.25	44.50	1,075.75
Berkshire Hathaway Finance Corp	2.000	08/15/18	11,711.11	-	-	14,294.44	2,583.33	(899.66)	1,683.67
Treasury Note	1.500	08/31/18	32,086.96	-	-	40,173.92	8,086.96	(2,309.02)	5,777.94
FNMA	1.125	10/19/18	8,437.50	-	-	11,953.13	3,515.63	(751.25)	2,764.38
Microsoft Corporation	1.300	11/03/18	1,361.38	-	-	2,065.56	704.18	2.56	706.74

Burbank-Glendale-Pasadena Airport Authority - Operating Account
Earnings Report
07/01/17-07/31/17

Type of Investment	Coupon	Maturity Date	Previous Accrual	Realized Interest For Period	Interest Paid At Purc/Recv	Current Accrual	Interest Earned	Amrt/Accrft For Period	Adjusted Total Int. Earned
Treasury Note	1.500	12/31/18	20.38	-	-	652.17	631.79	(96.79)	535.00
John Deere Capital Corp	1.950	01/08/19	11,245.00	11,700.00	-	1,495.00	1,950.00	(713.27)	1,236.73
Commonwealth Edison Company	2.150	01/15/19	9,913.89	10,750.00	-	955.55	1,791.66	(566.05)	1,225.61
Oracle Corporation	1.884	01/15/19	4,350.45	5,141.44	-	1,040.70	1,831.69	(115.38)	1,716.31
Manufacturers & Traders Trust Co	2.300	01/30/19	9,647.23	11,500.00	-	63.89	1,916.66	(374.87)	1,541.79
Treasury Note	1.250	01/31/19	20,856.35	25,000.00	-	135.87	4,279.52	(85.04)	4,194.48
Simon Property Group LP	2.200	02/01/19	8,708.33	-	-	10,450.00	1,741.67	(357.85)	1,383.82
IBM Corp	1.950	02/12/19	8,658.54	-	-	10,527.29	1,868.75	(404.57)	1,464.18
Cisco Systems Inc	4.950	02/15/19	19,635.00	-	-	23,966.25	4,331.25	(3,056.13)	1,275.12
Treasury Note	0.750	02/15/19	14,088.40	-	-	17,299.72	3,211.32	(290.13)	2,921.19
Union Pacific Corporation	2.250	02/15/19	8,925.00	-	-	10,893.76	1,968.76	(687.24)	1,281.52
Johnson & Johnson	1.472	03/01/19	1,839.73	-	-	3,740.77	1,901.04	(69.49)	1,831.55
Unitedhealth Group Inc	1.625	03/15/19	3,445.00	-	-	4,420.00	975.00	258.80	1,233.80
Citigroup Inc	1.614	03/20/19	221.86	-	-	826.95	605.09	-	605.09
JP Morgan Chase & CO	1.850	03/22/19	9,666.26	-	-	12,595.42	2,929.16	(676.34)	2,252.82
FHLMC	3.750	03/27/19	34,270.83	-	-	45,208.33	10,937.50	(6,652.95)	4,284.55
Lowes Companies Inc	1.150	04/15/19	2,427.78	-	-	3,386.11	958.33	40.15	998.48
Apple Inc	1.479	05/06/19	2,761.32	-	-	4,289.91	1,528.59	92.10	1,620.69
Public Service Electric And Gas	1.800	06/01/19	1,693.50	-	-	3,387.00	1,693.50	90.00	1,783.50
Target Corporation	2.300	06/26/19	321.05	-	-	2,247.29	1,926.24	(509.91)	1,416.33
Treasury Note	1.625	07/31/19	17,623.62	21,125.00	-	114.81	3,616.19	(1,423.39)	2,192.80
FNMA Bench	1.750	09/12/19	23,843.75	-	-	30,406.25	6,562.50	(913.80)	5,648.70
Honeywell International Inc	1.400	10/30/19	593.05	-	-	884.72	291.67	5.48	297.15
Treasury Note	1.500	10/31/19	9,868.61	-	-	14,802.92	4,934.31	(1,543.70)	3,390.61
Procter & Gamble Company	1.900	11/01/19	4,195.83	-	-	6,293.75	2,097.92	(663.98)	1,433.94
Treasury Note	1.625	12/31/19	187.68	-	-	6,005.44	5,817.76	(1,837.30)	3,980.46
Arizona Public Service Company	2.200	01/15/20	10,144.45	11,000.00	-	977.78	1,833.33	(144.29)	1,689.04
Pepsico Inc	4.500	01/15/20	26,975.00	29,250.00	-	2,600.00	4,875.00	(3,292.49)	1,582.51
FNMA	1.625	01/21/20	34,125.00	38,390.63	-	2,132.81	6,398.44	(573.78)	5,824.66
Medtronic Inc	2.500	03/15/20	8,833.33	-	-	11,333.33	2,500.00	(884.29)	1,615.71
United Technologies Corporation	4.500	04/15/20	10,925.00	-	-	15,237.50	4,312.50	(2,441.44)	1,871.06
Intel Corp	1.850	05/11/20	2,569.44	-	-	4,111.11	1,541.67	10.56	1,552.23
QualComm Inc	1.648	05/20/20	1,400.46	-	-	2,606.43	1,205.97	(26.02)	1,179.95
State Street Corporation	2.550	08/18/20	10,833.96	-	-	13,277.71	2,443.75	(608.12)	1,835.63
American Express Credit Corp	2.292	09/14/20	1,082.16	-	-	3,055.56	1,973.40	(165.76)	1,807.64

Burbank-Glendale-Pasadena Airport Authority - Operating Account
Earnings Report
07/01/17-07/31/17

Type of Investment	Coupon	Maturity Date	Previous Accrual	Realized Interest For Period	Interest Paid At Purc/Recv	Current Accrual	Interest Earned	Amrt/Accrt For Period	Adjusted Total Int. Earned
Travelers Cos Inc	NOTE	11/01/20	5,850.00	-	-	8,775.00	2,925.00	(1,581.68)	1,343.32
Ace InA Holdings Inc	NOTE	11/03/20	3,705.56	-	-	5,622.22	1,916.66	(22.12)	1,894.54
Public Service Company of Colorado	NOTE	11/15/20	4,416.00	-	-	7,296.00	2,880.00	(1,126.98)	1,753.02
PNC Bank NA	NOTE	04/29/21	4,443.33	-	-	6,593.33	2,150.00	273.88	2,423.88
Federal Home Loan Banks	NOTE	11/29/21	11,666.67	-	-	22,604.17	10,937.50	1,312.03	12,249.53
Pfizer Inc	NOTE	12/15/21	1,466.67	-	-	4,216.67	2,750.00	19.66	2,769.66
Comcast Corporation	NOTE	01/15/22	11,239.58	12,187.50	-	1,083.33	2,031.25	1,057.32	3,088.57
FHLMC	NOTE	01/13/22	44,350.83	47,500.00	-	4,904.89	8,054.06	(1,848.46)	6,205.60
Treasury Note	NOTE	01/31/22	10,636.74	12,750.00	-	69.29	2,182.55	585.82	2,768.37
Walt Disney Co	NOTE	02/15/22	11,560.00	-	-	14,110.00	2,550.00	(126.89)	2,423.11
BB&T Corp	NOTE	04/01/22	7,638.89	-	-	9,930.56	2,291.67	(154.08)	2,137.59
Federal National Mortgage Association	NOTE	04/05/22	19,218.75	-	-	26,484.38	7,265.63	(47.49)	7,218.14
Treasury Note	NOTE	07/31/22	-	-	70.65	70.65	-	-	-
Subtotal			\$ 806,314.91	\$ 334,931.20	\$ 70.65	\$ 763,831.62	\$ 292,377.26	\$ (84,017.90)	\$ 208,359.36
CASH EQUIVALENTS									
Blackrock Liquidity Funds			-	332.10	-	-	332.10	-	332.10
BOA Temp Overnight Deposit			-	0.05	-	-	0.05	-	0.05
Subtotal			\$ -	\$ 332.15	\$ -	\$ -	\$ 332.15	\$ -	\$ 332.15
LAIIF									
Local Agency Investment Fund			30,309.46	30,309.46	-	11,881.68	11,881.68	-	11,881.68
TOTAL			\$ 836,624.37	\$ 365,572.81	\$ 70.65	\$ 775,713.30	\$ 304,591.09	\$ (84,017.90)	\$ 220,573.19

Burbank-Glendale-Pasadena Airport Authority - PFC Account
Statement of Investments
As of 07/31/17

Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Eff Mat. Date	Par Value	Purchase Cost	Market Value	Unrealized Gain/Loss	YTM	Days to Eff. Mat.	% Mkt Value
07/31/17	Columbia Treasury Reserves	097101307	0.000	07/31/17	07/31/17	\$ 102,028	\$ 102,028	\$ 102,028	\$ -	0.00%	0	0.33%
05/06/16	Apple Inc	037833AP5	1.479	05/06/19	08/06/17	143,000	142,668	143,664	996	1.37%	6	0.46%
05/24/17	Qualcomm Inc	747525AQ6	1.648	05/20/20	08/26/17	150,000	150,161	150,837	676	1.58%	26	0.48%
08/01/17	Treasury Bill	912796LR8	0.000	08/31/17	08/31/17	2,700,000	2,697,860	2,697,833	(27)	0.95%	31	8.63%
05/31/17	US Bank NA/Cincinnati OH	90331HNE9	1.352	05/24/19	08/31/17	250,000	250,000	249,943	(57)	1.49%	31	0.80%
03/02/16	Johnson & Johnson	478160BW3	1.472	03/01/19	09/01/17	160,000	160,136	160,492	356	1.40%	32	0.51%
07/14/16	Duke Energy Florida LLC	341099CG2	5.800	09/15/17	09/15/17	100,000	105,632	100,506	(5,126)	1.62%	46	0.32%
04/26/16	Home Depot Inc	437076BJ0	1.616	09/15/17	09/15/17	100,000	100,397	100,042	(355)	1.29%	46	0.32%
03/20/17	Citigroup Inc	17325FAB4	1.614	03/20/19	09/20/17	250,000	250,000	250,335	335	1.58%	51	0.80%
03/17/15	FNMA Bench	3135G0ZL0	1.000	09/27/17	09/27/17	700,000	700,924	699,873	(1,051)	1.11%	58	2.24%
03/09/17	Treasury Note	912828TS9	0.625	09/30/17	09/30/17	375,000	374,355	374,690	335	1.12%	61	1.20%
01/21/15	General Electric Capital Corp	36962G6X7	2.009	04/02/18	10/02/17	185,000	186,693	185,752	(941)	1.43%	63	0.59%
01/21/16	Oracle Corporation	68389XAR6	1.884	01/15/19	10/15/17	175,000	175,728	176,231	503	1.43%	76	0.56%
10/05/15	Wells Fargo & Company	949748FK1	1.943	04/23/18	10/23/17	225,000	225,823	225,904	81	1.41%	84	0.72%
09/25/14	Treasury Note	912828TW0	0.750	10/31/17	10/31/17	940,000	932,264	939,101	6,837	1.13%	92	3.01%
06/01/16	Praxair Inc	74005PBC7	1.050	11/07/17	11/07/17	75,000	74,859	74,926	67	1.42%	99	0.24%
11/20/14	FHLB	3133XMQ87	5.000	11/17/17	11/17/17	450,000	501,998	455,035	(46,963)	1.17%	109	1.46%
09/10/14	FHLMC Reference Notes	3137EABA6	5.125	11/17/17	11/17/17	800,000	897,594	809,223	(88,371)	1.18%	109	2.59%
10/07/14	Melville Inc	591568BK3	1.903	12/15/17	12/15/17	100,000	100,663	100,129	(534)	1.54%	137	0.32%
07/09/14	Bank Of New York Mellon Corp	06406HCE7	1.300	01/25/18	12/25/17	125,000	123,915	124,921	1,006	1.43%	147	0.40%
12/29/16	Fifth Third Bank	31677QAV1	1.450	02/28/18	01/28/18	200,000	199,584	199,947	363	1.49%	181	0.64%
07/07/14	FNMA Benchmark Notes	3135G0TG8	0.875	02/08/18	02/08/18	1,000,000	986,045	998,408	12,363	1.18%	192	3.19%
10/28/15	Exxon Mobil Corp	30231GAL6	1.305	03/06/18	03/06/18	150,000	150,773	149,918	(855)	1.40%	218	0.48%
09/07/16	Coca-Cola Company (The)	191216BA7	1.150	04/01/18	04/01/18	175,000	175,346	174,757	(589)	1.36%	244	0.56%
06/25/16	FHLB	3130A4GJ5	1.125	04/25/18	04/25/18	555,000	559,246	554,401	(4,845)	1.27%	268	1.77%
09/25/15	Boeing Co	097023BE4	0.950	05/15/18	05/15/18	94,000	93,432	93,634	202	1.45%	288	0.30%
07/09/14	Merck & Co Inc	58933YAG0	1.300	05/18/18	05/18/18	150,000	148,778	149,871	1,093	1.41%	291	0.48%
06/29/16	Chevron Corp	166764AE0	1.718	06/24/18	05/24/18	150,000	151,136	150,293	(843)	1.50%	297	0.48%
02/18/15	Treasury Note	912828VE7	1.000	05/31/18	05/31/18	825,000	825,248	823,544	(1,704)	1.21%	304	2.64%
09/25/14	FHLMC	3137EABP3	4.875	06/13/18	06/13/18	750,000	834,773	773,303	(61,470)	1.26%	317	2.47%
04/21/16	Southern California Gas Company	842434CN0	1.550	06/15/18	06/15/18	175,000	175,894	174,972	(922)	1.57%	319	0.56%
02/29/16	Nevada Power Company	641423BW7	6.500	08/01/18	08/01/18	115,000	127,818	120,350	(7,468)	1.78%	366	0.39%
06/30/16	3M Company	88579YAP6	1.375	08/07/18	08/07/18	100,000	101,129	99,963	(1,166)	1.41%	372	0.32%
12/18/15	Berkshire Hathaway Finance Corp	084664BY6	2.000	08/15/18	08/15/18	165,000	167,603	165,946	(1,657)	1.44%	380	0.53%

Burbank-Glendale-Pasadena Airport Authority - PFC Account
Statement of Investments
As of 07/31/17

Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Eff Mat. Date	Par Value	Purchase Cost	Market Value	Unrealized Gain/Loss	YTM	Days to Eff. Mat.	% Mkt Value
12/10/15	Treasury Note	912828RE2	1.500	08/31/18	08/31/18	800,000	809,246	801,960	(7,286)	1.27%	396	2.57%
12/24/15	Simon Property Group LP	828807CQ8	2.200	02/01/19	11/01/18	152,000	153,346	153,070	(276)	1.72%	458	0.49%
01/21/16	Microsoft Corporation	559491BBF0	1.300	11/03/18	11/03/18	100,000	100,032	99,900	(132)	1.38%	460	0.32%
08/04/16	Caterpillar Financial Services	14912L6M8	1.800	11/13/18	11/13/18	135,000	137,086	135,294	(1,792)	1.63%	470	0.43%
04/13/16	Commonwealth Edison Company	202795JC5	2.150	01/15/19	12/15/18	115,000	117,094	115,630	(1,464)	1.77%	502	0.37%
11/16/15	Treasury Note	912828A75	1.500	12/31/18	12/31/18	600,000	604,953	601,621	(3,332)	1.31%	518	1.93%
09/25/15	BB&T Corp	05531FAQ6	2.250	02/01/19	01/02/19	110,000	111,642	110,950	(692)	1.66%	520	0.36%
06/30/16	John Deere Capital Corp	24422ETE9	1.950	01/08/19	01/08/19	160,000	163,115	160,886	(2,229)	1.56%	526	0.51%
04/01/15	Treasury Note	912828SD3	1.250	01/31/19	01/31/19	900,000	905,625	899,091	(6,534)	1.32%	549	2.88%
01/14/16	IBM Corp	459200HT1	1.950	02/12/19	02/12/19	110,000	111,065	110,639	(426)	1.56%	561	0.35%
02/26/16	Cisco Systems Inc	17275RAE2	4.950	02/15/19	02/15/19	150,000	164,276	157,609	(6,667)	1.60%	564	0.50%
11/01/16	Treasury Note	912828P53	0.750	02/15/19	02/15/19	500,000	498,164	495,742	(2,422)	1.31%	564	1.59%
01/21/15	Union Pacific Corporation	907818DW5	2.250	02/15/19	02/15/19	165,000	168,822	166,506	(2,316)	1.65%	564	0.53%
07/11/16	JP Morgan Chase & CO	46625HQU7	1.850	03/22/19	02/22/19	240,000	242,332	240,282	(2,050)	1.78%	571	0.77%
09/15/14	Unitedhealth Group Inc	91324PCB6	1.625	03/15/19	03/15/19	100,000	98,472	99,922	1,450	1.67%	592	0.32%
08/31/16	FHLMC	3137EACA5	3.750	03/27/19	03/27/19	400,000	428,344	415,605	(12,739)	1.36%	604	1.33%
04/20/16	Lowes Companies Inc	548661DL8	1.150	04/15/19	04/15/19	140,000	139,491	138,831	(660)	1.65%	623	0.44%
09/12/14	Public Service Electric And Gas	74456QBG0	1.800	06/01/19	05/01/19	124,000	123,022	123,934	912	1.83%	639	0.40%
01/21/15	Target Corporation	87612EBB1	2.300	06/26/19	06/26/19	135,000	138,583	136,787	(1,796)	1.59%	695	0.44%
07/29/16	Treasury Note	912828WW6	1.625	07/31/19	07/31/19	800,000	817,703	804,277	(13,426)	1.35%	730	2.57%
01/28/15	FNMA Bench	3135G0ZG1	1.750	09/12/19	09/12/19	990,000	1,004,663	996,579	(8,084)	1.43%	773	3.19%
06/23/17	FHLB	3130A9EP2	1.000	09/26/19	09/26/19	1,000,000	990,820	990,855	35	1.43%	787	3.17%
10/30/16	Honeywell International Inc	438516BJ4	1.400	10/30/19	10/30/19	150,000	149,882	149,147	(735)	1.66%	821	0.48%
04/01/16	Treasury Note	912828F62	1.500	10/31/19	10/31/19	610,000	620,175	611,649	(8,526)	1.38%	822	1.96%
11/07/16	Procter & Gamble Company	742718EG0	1.900	11/01/19	11/01/19	175,000	178,140	176,057	(2,083)	1.63%	823	0.56%
05/26/15	Arizona Public Service Company	040555CR3	2.200	01/15/20	12/15/19	125,000	125,427	125,636	209	1.99%	867	0.40%
09/02/16	National Rural Utilities Coop	637432NC5	2.000	01/27/20	12/27/19	150,000	151,841	150,611	(1,230)	1.83%	879	0.48%
01/11/16	Treasury Note	912828G95	1.625	12/31/19	12/31/19	960,000	975,537	964,946	(10,591)	1.41%	883	3.09%
09/26/16	Treasury Note	912828UF5	1.125	12/31/19	12/31/19	700,000	697,922	695,471	(2,451)	1.40%	883	2.23%
12/14/15	Pepsico Inc	713448BN7	4.500	01/15/20	01/15/20	140,000	153,849	149,480	(4,369)	1.67%	898	0.48%
04/05/17	FNMA	3135G0A78	1.625	01/21/20	01/21/20	1,100,000	1,103,600	1,103,667	67	1.49%	904	3.53%
09/02/16	PNC Funding Corp	693476B11	5.125	02/08/20	02/08/20	165,000	182,818	177,704	(5,114)	1.98%	922	0.57%
05/18/17	FHLB	313378J77	1.875	03/13/20	03/13/20	875,000	884,363	882,502	(1,861)	1.54%	956	2.82%
04/25/16	Medtronic Inc	585055BG0	2.500	03/15/20	03/15/20	160,000	164,692	162,736	(1,956)	1.83%	958	0.52%

Burbank-Glendale-Pasadena Airport Authority - PFC Account
Statement of Investments
As of 07/31/17

Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Eff Mat. Date	Par Value	Purchase Cost	Market Value	Unrealized Gain/Loss	YTM	Days to Eff. Mat.	% Mkt Value
05/30/17	Treasury Note	912828W63	1.625	03/15/20	03/15/20	550,000	552,156	552,619	463	1.44%	958	1.77%
05/18/15	United Technologies Corporation	913017BR9	4.500	04/15/20	04/15/20	150,000	166,595	160,821	(5,774)	1.76%	989	0.51%
09/25/15	American Express Credit Corp	0258M0DT3	2.375	05/26/20	04/25/20	150,000	151,913	151,994	81	1.89%	999	0.49%
10/25/16	FHLMC Reference Notes	3137EADR7	1.375	05/01/20	05/01/20	1,350,000	1,339,018	1,344,267	5,249	1.53%	1005	4.30%
05/11/17	Intel Corp	458140AZ3	1.850	05/11/20	05/11/20	150,000	149,943	150,356	413	1.76%	1015	0.48%
03/08/16	Public Service Company of Colorado	744448CD1	3.200	11/15/20	05/15/20	115,000	120,649	119,048	(1,601)	2.09%	1019	0.38%
05/04/17	State Street Corporation	524144AS2	2.550	08/18/20	08/18/20	175,000	178,652	178,640	(12)	1.84%	1114	0.57%
02/21/17	Ace InA Holdings Inc	00440EAT4	2.300	11/03/20	10/03/20	150,000	150,144	151,520	1,376	1.98%	1160	0.48%
04/21/16	Travelers Cos Inc	89417EAG4	3.900	11/01/20	11/01/20	100,000	109,436	105,651	(3,785)	2.09%	1189	0.34%
12/23/16	Treasury Note	912828WR7	2.125	06/30/21	06/30/21	400,000	402,187	406,625	4,438	1.69%	1430	1.30%
12/23/16	Federal Home Loan Banks	3130AABG2	1.875	11/29/21	11/29/21	750,000	742,527	753,048	10,521	1.78%	1582	2.41%
01/23/17	Pfizer Inc	717081DZ3	2.200	12/15/21	12/15/21	200,000	199,845	201,886	2,041	1.97%	1598	0.65%
01/23/17	Comcast Corporation	20030NBV2	1.625	01/15/22	12/15/21	200,000	191,719	195,464	3,745	2.16%	1598	0.63%
02/03/17	Treasury Note	912828H86	1.500	01/31/22	01/31/22	550,000	538,354	543,233	4,879	1.79%	1645	1.74%
02/21/17	Walt Disney Co	25468PCT1	2.550	02/15/22	02/15/22	175,000	176,106	177,608	1,502	2.20%	1660	0.57%
	Subtotal					\$ 31,110,028	\$ 31,535,889	\$ 31,249,128	\$ (286,761)	1.40%	575	100.00%
	PFC Bank Balance						203,038					
	TOTAL						\$ 31,738,927					

13

[illegible]

MATURITIES								
Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Par Value	Purchase Price	Purchase Cost	Gain / (Loss)
10/17/12	Treasury Note	912828TG5	0.500	07/31/17	\$ 1,265,000.00	99.52640	\$ 1,259,008.99	\$ 5,991.01
							-	-
							-	-
							-	-
TOTAL MATURITIES					\$ 1,265,000.00		\$ 1,259,008.99	\$ 5,991.01

SALES / REDEMPTIONS / DELIVERS										
Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Sale Date	Par Value	Sale Price	Sale Amount	Purchase Cost	Gain / (Loss)
								\$		\$
								-		-
								-		-
								-		-
								-		-
								-		-
						\$			\$	\$

Burbank-Glendale-Pasadena Airport Authority - PFC Account
Earnings Report
07/01/17-07/31/17

Type of Investment	Type	Coupon	Maturity Date	Previous Accrual	Realized Interest For Period	Interest Paid At Purc/Recv	Current Accrual	Interest Earned	Amrt/Accrt For Period	Adjusted Total Int. Earned
FIXED INCOME										
Treasury Note	NOTE	0.500	07/31/17	2,638.33	3,162.50	-	-	524.17	242.77	766.94
Duke Energy Florida LLC	NOTE	5.800	09/15/17	1,707.78	-	-	2,191.11	483.33	(401.33)	82.00
Home Depot Inc	NOTE	1.616	09/15/17	71.80	-	-	210.92	139.12	(24.25)	114.87
FNMA Bench	NOTE	1.000	09/27/17	1,827.78	-	-	2,411.11	583.33	(30.46)	552.87
Treasury Note	NOTE	0.625	09/30/17	589.14	-	-	787.65	198.51	97.47	295.98
Treasury Note	NOTE	0.750	10/31/17	1,187.77	-	-	1,781.67	593.90	219.16	813.06
Praxair Inc	NOTE	1.050	11/07/17	118.13	-	-	183.75	65.62	8.20	73.82
FHLB	NOTE	5.000	11/17/17	2,750.00	-	-	4,625.00	1,875.00	(1,448.40)	426.60
FHLMC Reference Notes	NOTE	5.125	11/17/17	5,011.11	-	-	8,427.78	3,416.67	(2,574.44)	842.23
MetLife Inc	NOTE	1.903	12/15/17	84.58	-	-	243.16	158.58	(17.34)	141.24
Bank Of New York Mellon Corp	NOTE	1.300	01/25/18	704.16	812.50	-	27.09	135.43	27.29	162.72
FNMA Benchmark Notes	NOTE	0.875	02/08/18	3,475.70	-	-	4,204.86	729.16	337.87	1,067.03
Fifth Third Bank	NOTE	1.450	02/28/18	974.72	-	-	1,216.39	241.67	32.08	273.75
Exxon Mobil Corp	NOTE	1.305	03/06/18	625.32	-	-	788.44	163.12	(27.03)	136.09
Coca-Cola Company (The)	NOTE	1.150	04/01/18	503.13	-	-	670.84	167.71	(18.45)	149.26
General Electric Capital Corp	NOTE	2.009	04/02/18	928.99	868.69	-	309.67	249.37	(48.99)	200.38
Wells Fargo & Company	NOTE	1.943	04/23/18	768.99	1,014.18	-	109.26	354.45	(44.67)	309.78
FHLB	NOTE	1.125	04/25/18	1,144.69	-	-	1,665.00	520.31	(193.73)	326.58
Boeing Co	NOTE	0.950	05/15/18	114.10	-	-	188.53	74.43	18.10	92.53
Merck & Co Inc	NOTE	1.300	05/18/18	232.92	-	-	395.41	162.49	21.70	184.19
Treasury Note	NOTE	1.000	05/31/18	698.77	-	-	1,397.54	698.77	(37.08)	661.69
FHLMC	NOTE	4.875	06/13/18	1,828.13	-	-	4,875.00	3,046.87	(2,150.82)	896.05
Southern California Gas Company	NOTE	1.550	06/15/18	120.55	-	-	346.60	226.05	(34.55)	191.50
Chevron Corp	NOTE	1.718	06/24/18	50.11	-	-	264.86	214.75	(57.08)	157.67
Nevada Power Company	NOTE	6.500	08/01/18	3,114.58	-	-	3,737.50	622.92	(444.47)	178.45
3M Company	NOTE	1.375	08/07/18	550.00	-	-	664.58	114.58	(44.74)	69.84
Berkshire Hathaway Finance Corp	NOTE	2.000	08/15/18	1,246.66	-	-	1,521.66	275.00	(83.16)	191.84
Treasury Note	NOTE	1.500	08/31/18	4,010.87	-	-	5,021.74	1,010.87	(323.13)	687.74
Microsoft Corporation	NOTE	1.300	11/03/18	209.44	-	-	317.78	108.34	(0.95)	107.39
Caterpillar Financial Services	NOTE	1.800	11/13/18	324.00	-	-	526.50	202.50	(76.40)	126.10
Treasury Note	NOTE	1.500	12/31/18	24.45	-	-	782.61	758.16	(133.63)	624.53
John Deere Capital Corp	NOTE	1.950	01/08/19	1,499.33	1,560.00	-	199.34	260.01	(103.75)	156.26
Commonwealth Edison Company	NOTE	2.150	01/15/19	1,140.10	1,236.25	-	109.89	206.04	(65.41)	140.63

Burbank-Glendale-Pasadena Airport Authority - PFC Account
Earnings Report
07/01/17-07/31/17

Type of Investment	Type	Coupon	Maturity Date	Previous Accrual	Realized Interest For Period	Interest Paid At Purc/Recv	Current Accrual	Interest Earned	Amrt/Accrt For Period	Adjusted Total Int. Earned
Oracle Corporation	NOTE	1.884	01/15/19	650.71	769.02	-	155.66	273.97	(32.18)	241.79
Treasury Note	NOTE	1.250	01/31/19	4,692.68	5,625.00	-	30.57	962.89	(142.47)	820.42
BB&T Corp	NOTE	2.250	02/01/19	1,031.26	-	-	1,237.50	206.24	(48.57)	157.67
Simon Property Group LP	NOTE	2.200	02/01/19	1,393.34	-	-	1,672.00	278.66	(50.80)	227.86
IBM Corp	NOTE	1.950	02/12/19	828.21	-	-	1,006.96	178.75	(28.83)	149.92
Cisco Systems Inc	NOTE	4.950	02/15/19	2,805.00	-	-	3,423.76	618.76	(419.15)	199.61
Treasury Note	NOTE	0.750	02/15/19	1,408.84	-	-	1,729.97	321.13	68.08	389.21
Union Pacific Corporation	NOTE	2.250	02/15/19	1,402.50	-	-	1,711.90	309.40	(101.33)	208.07
Johnson & Johnson	NOTE	1.472	03/01/19	196.24	-	-	399.01	202.77	(4.01)	198.76
Unitedhealth Group Inc	NOTE	1.625	03/15/19	478.47	-	-	613.89	135.42	28.25	163.67
Citigroup Inc	NOTE	1.614	03/20/19	123.26	-	-	459.42	336.16	-	336.16
JP Morgan Chase & CO	NOTE	1.850	03/22/19	1,221.01	-	-	1,591.00	369.99	(74.04)	295.95
FHLMC	NOTE	3.750	03/27/19	3,916.67	-	-	5,166.67	1,250.00	(917.28)	332.72
Lowes Companies Inc	NOTE	1.150	04/15/19	339.89	-	-	474.05	134.16	17.49	151.65
Apple Inc	NOTE	1.479	05/06/19	329.06	-	-	511.22	182.16	9.13	191.29
US Bank NA/Cincinnati OH	NOTE	1.352	05/24/19	291.01	-	-	582.02	291.01	-	291.01
Public Service Electric And Gas	NOTE	1.800	06/01/19	186.00	-	-	372.00	186.00	15.51	201.51
Target Corporation	NOTE	2.300	06/26/19	43.13	-	-	301.87	258.74	(77.29)	181.45
Treasury Note	NOTE	1.625	07/31/19	5,422.66	6,500.00	-	35.32	1,112.66	(507.44)	605.22
FNMA Bench	NOTE	1.750	09/12/19	5,245.62	-	-	6,689.38	1,443.76	(319.56)	1,124.20
FHLB	NOTE	1.000	09/26/19	2,638.89	-	-	3,472.22	833.33	338.75	1,172.08
Honeywell International Inc	NOTE	1.400	10/30/19	355.84	-	-	530.83	174.99	3.30	178.29
Treasury Note	NOTE	1.500	10/31/19	1,541.58	-	-	2,312.36	770.78	(241.14)	529.64
Procter & Gamble Company	NOTE	1.900	11/01/19	554.17	-	-	831.25	277.08	(87.69)	189.39
Treasury Note	NOTE	1.625	12/31/19	42.39	-	-	1,356.53	1,314.14	(370.88)	943.26
Treasury Note	NOTE	1.125	12/31/19	21.40	-	-	684.79	663.39	76.32	739.71
Arizona Public Service Company	NOTE	2.200	01/15/20	1,268.05	1,375.00	-	122.22	229.17	(8.63)	220.54
Pepsico Inc	NOTE	4.500	01/15/20	2,905.00	3,150.00	-	280.00	525.00	(285.72)	239.28
FNMA	NOTE	1.625	01/21/20	7,944.44	8,937.50	-	496.53	1,489.59	(110.86)	1,378.73
National Rural Utilities Coop	NOTE	2.000	01/27/20	1,283.33	1,500.00	-	33.34	250.01	(46.80)	203.21
PNC Funding Corp	NOTE	5.125	02/08/20	3,359.01	-	-	4,063.70	704.69	(447.46)	257.23
FHLB	NOTE	1.875	03/13/20	4,921.88	-	-	6,289.06	1,367.18	(276.72)	1,090.46
Meditronic Inc	NOTE	2.500	03/15/20	1,177.78	-	-	1,511.11	333.33	(101.55)	231.78
Treasury Note	NOTE	1.625	03/15/20	2,622.97	-	-	3,375.85	752.88	(65.10)	687.78

Burbank-Glendale-Pasadena Airport Authority - PFC Account

Earnings Report

07/01/17-07/31/17

Type of Investment	Type	Coupon	Maturity Date	Previous Accrual	Realized Interest For Period	Interest Paid At Purc/Recv	Current Accrual	Interest Earned	Amrt/Accrt For Period	Adjusted Total Int. Earned
United Technologies Corporation	NOTE	4.500	04/15/20	1,425.00	-	-	1,987.50	562.50	(296.22)	266.28
FHLMC Reference Notes	NOTE	1.375	05/01/20	3,093.75	-	-	4,640.63	1,546.88	296.52	1,843.40
Intel Corp	NOTE	1.850	05/11/20	385.42	-	-	616.67	231.25	1.58	232.83
Qualcomm Inc	NOTE	1.648	05/20/20	247.14	-	-	459.95	212.81	(4.59)	208.22
American Express Credit Corp	NOTE	2.375	05/26/20	346.36	-	-	643.22	296.86	(43.43)	253.43
State Street Corporation	NOTE	2.550	08/18/20	1,648.65	-	-	2,020.52	371.87	(92.54)	279.33
Travelers Cos Inc	NOTE	3.900	11/01/20	650.00	-	-	975.00	325.00	(175.74)	149.26
Ace InA Holdings Inc	NOTE	2.300	11/03/20	555.83	-	-	843.33	287.50	(3.32)	284.18
Public Service Company of Colorado	NOTE	3.200	11/15/20	470.21	-	-	776.89	306.68	(113.14)	193.54
Treasury Note	NOTE	2.125	06/30/21	23.10	-	-	739.13	716.03	(41.10)	674.93
Federal Home Loan Banks	NOTE	1.875	11/29/21	1,250.00	-	-	2,421.87	1,171.87	126.56	1,298.43
Pfizer Inc	NOTE	2.200	12/15/21	195.56	-	-	562.22	366.66	2.62	369.28
Comcast Corporation	NOTE	1.625	01/15/22	1,498.61	1,625.00	-	144.44	270.83	140.98	411.81
Treasury Note	NOTE	1.500	01/31/22	3,441.30	4,125.00	-	22.42	706.12	198.01	904.13
Walt Disney Co	NOTE	2.550	02/15/22	1,685.84	-	-	2,057.71	371.87	(18.52)	353.35
Subtotal				\$ 119,835.19	\$ 42,260.64	\$ -	\$ 122,638.70	\$ 45,064.15	\$ (11,610.62)	\$ 33,453.53
CASH EQUIVALENTS										
Blackrock Liquidity Funds				-	652.11	-	-	652.11	-	652.11
Subtotal				\$ -	\$ 652.11	\$ -	\$ -	\$ 652.11	\$ -	\$ 652.11
TOTAL				\$ 119,835.19	\$ 42,912.75	\$ -	\$ 122,638.70	\$ 45,716.26	\$ (11,610.62)	\$ 34,105.64

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS MONTH AND ONE MONTH ENDED JULY 31, 2017 & 2016

Monthly Performance				July 2017			
Actual \$ Jul 2017	Budget Jul 2017	Actual \$ Prior Year Jul 2016	Note	Variance Actual Vs. Budget	Fiscal YTD Performance (July 2017)		
					Actual \$ Fiscal YTD	Fiscal YTD Budget	Note
					Prior Year Fiscal YTD		Variance Actual Vs. Budget
OPERATING ACTIVITY							
CASH RECEIPTS FROM OPERATIONS							
\$346,411	\$317,500	\$353,298	(2)	\$28,911	\$346,411	\$317,500	\$28,911
1,636,044	1,554,232	1,510,634	(3)	81,812	1,636,044	1,510,634	81,812
1,179,093	945,258	804,954	(4)	233,835	1,179,093	804,954	233,835
1,091,318	954,767	714,702	(5)	136,551	1,091,318	714,702	136,551
146,135	178,750	37,653	(6)	(32,615)	146,135	178,750	(32,615)
121,849	38,333	198,856	(7)	83,516	121,849	198,856	83,516
399,702	220,833	241,404	(8)	178,869	399,702	220,833	178,869
\$4,920,552	\$4,209,673	\$3,861,501	(1)	\$710,879	\$4,920,552	\$4,209,673	\$710,879
CASH DISBURSEMENTS FROM OPERATIONS							
(\$116,554)	(\$117,223)	(\$79,967)	(10)	\$669	(\$116,554)	(\$117,223)	\$669
(237,926)	(327,867)	(270,800)	(11)	89,941	(237,926)	(270,800)	89,941
(827,722)	(837,028)	(792,690)	(12)	9,306	(827,722)	(792,690)	9,306
(179,102)	(296,458)	(1,601,474)	(13)	117,356	(179,102)	(1,601,474)	117,356
(444,965)	(450,000)	(427,977)	(14)	5,035	(444,965)	(450,000)	5,035
(269,961)	(271,583)	(10,220)	(15)	1,622	(269,961)	(271,583)	1,622
(380,479)	(380,479)	(380,329)	(16)	0	(380,479)	(380,329)	0
(570,140)	(560,000)	(544,548)	(16)	(10,140)	(570,140)	(544,548)	(10,140)
(\$3,026,849)	(\$3,240,638)	(\$4,108,005)	(9)	\$213,789	(\$3,026,849)	(\$3,240,638)	\$213,789
\$1,893,703	\$969,035	(\$246,504)		\$924,668	\$1,893,703	\$969,035	\$924,668
FACILITY IMPROVEMENT / NOISE MITIGATION TRANSACTIONS							
CASH DISBURSEMENTS							
(\$141)	(\$10,000)	(\$971)	(17)	\$9,859	(\$141)	(\$10,000)	\$9,859
(1,670,654)	(395,000)	(1,728,034)	(18)	(1,275,654)	(1,670,654)	(395,000)	(1,275,654)
(\$1,670,795)	(\$405,000)	(\$1,729,005)		(\$1,265,795)	(\$1,670,795)	(\$405,000)	(\$1,265,795)
CASH RECEIPTS FROM FUNDING SOURCES							
\$0	\$8,059	\$0	(17)	(\$8,059)	\$0	\$8,059	(\$8,059)
1,570,989	20,148	0	(19)	1,550,841	1,570,989	20,148	1,550,841
0	20,000	0	(20)	(20,000)	0	20,000	(20,000)
0	145,878	0	(21)	(145,878)	0	145,878	(145,878)
63,757	210,915	488,412	(22)	(147,158)	63,757	210,915	(147,158)
\$1,634,746	\$405,000	\$488,412		\$1,229,746	\$1,634,746	\$405,000	\$1,229,746
INCREASE (DECREASE) - FACILITY / NOISE							
(\$36,049)	\$0	(\$1,240,593)		(\$36,049)	(\$36,049)	\$0	(\$36,049)
MITIGATION TRANSACTIONS							
\$1,857,654	\$969,035	(\$1,487,097)		\$888,619	\$1,857,654	\$969,035	\$888,619
(\$63,757)	(\$210,915)	(\$488,412)		\$147,158	(\$63,757)	(\$210,915)	\$147,158
LESS USE OF AUTHORITY RESERVES							
NET INCREASE (DECREASE) IN CASH - TOTAL							
\$1,793,897	\$758,120	(\$1,975,509)		\$1,035,777	\$1,793,897	\$758,120	\$1,035,777
				(see note below)			

Notes: The FY 2018 adopted budget approved use of \$4,680,000 of Authority Reserves to provide funding for the airport share of capital projects. See additional discussion at note 22.

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTES TO SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS MONTH AND ONE MONTH ENDED JULY 31, 2017 & 2016

General Comments

The Schedule of Cash Receipts and Disbursements ("Schedule") represents the cash basis activity for the month and fiscal year-to-date ("FYTD") compared to the allocation of the annual adopted budget.

The Schedule consists of two sections: Operating Activity and Facility Improvement/Noise Mitigation Transactions. Receipts are shown as positive amounts and disbursements as negative amounts. Favorable budget variances are shown as positive amounts and unfavorable variances as negative amounts. Because this Schedule is on a cash basis, cash timing differences may contribute to budget variances.

The Operating Activity receipts include charges for services (parking, landing fees and concessions), tenant rents, fuel flowage fees, other revenues and investment receipts. The Operating Activity disbursements include costs of services, materials, contracts, personnel and debt service.

Facility Improvement / Noise Mitigation Transactions represent the activity for the Authority's capital program, which consists of the Sound Insulation Program and Other Facility Improvement Program Projects.

The FY 2018 Capital Program expenditures are primarily funded by the following sources:

- FAA-approved Passenger Facility Charge ("PFC") program receipts/reserves;
- Grants;
- Facility Development Funds (Authority Reserves).

The notes below provide additional information regarding the performance results detailed in the "Schedule of Cash Receipts and Disbursements."

A Supplemental Schedule of Cash Receipts and Disbursements reflecting the activities related to the Series 2012 Bond debt service and repayment to the Authority of the loans provided to the Rent-A-Car Companies ("RACs") for the Regional Intermodal Transportation Center / Consolidated Rental Car Facility is also presented.

NOTE (1) – Cash Receipts from Operations

Cash receipts from operations are ahead of budget for the month of July. On the accrual basis, operating revenues are favorably ahead of budget for the month of July 2017 by \$309,476. See notes 2 through 7 for additional information regarding operating receipts.

NOTE (2) – Landing/Fuel Fees

Landing fees are based on landed weight of the aircraft. Fuel fees are charged at a rate of \$0.05 a gallon to non-signatory air carriers for fuel loaded at BUR. Landing fees and fuel fees performed ahead of the budget forecast for the month of July. Accrual basis revenues for this line item are ahead of budget for the month of July by \$26,915.

NOTE (3) – Parking Fees

Parking fee revenues are performing slightly ahead of the budget forecast. Accrual basis parking fees are \$96,140 ahead of budget for the month of July 2017.

NOTE (4) – Rental Receipts - Terminal Building

Terminal Building rental receipts exceed the budget for the month of July due to the timing of receipts and additional concession revenues received above the minimum annual guarantee. Accrual basis terminal building rents are \$124,292 ahead of budget for the month of July. The positive July 2017 passenger growth of 17.57% has contributed to achieving the favorable performance results.

(Continued)

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTES TO SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS MONTH AND ONE MONTH ENDED JULY 31, 2017 & 2016

NOTE (5) – Rental Receipts - Other Buildings

Other Buildings rental receipts exceed the budget for the month of July partially due to the timing of receipts. Accrual basis other building receipts are \$43,838 ahead of budget for the month of July.

NOTE (6) – Ground Transportation

This category consists of off-airport access fees and TNC activity. This category is under budget for the month of July primarily due to the relocation of TNC activity out of the parking structure in mid July. The budget for the month was based on a July 1 relocation. Accrual basis ground transportation receipts are \$8,772 under budget for the month of July.

NOTE (7) – Other Receipts

This category consists primarily of film location revenues. Accrual basis other receipts are \$2,128 under budget for the month of July.

NOTE (8) – Investment Receipts - Treasurer

This line item represents cash received from the investment of funds. These receipts fluctuate in response to interest rate and portfolio balance changes and the timing of coupon payments and individual investment maturities and sales. Accrual basis investment income, including the interest earned on loans to Rent-A-Car Companies, exceeds the budget by \$29,191 for the month of July.

NOTE (9) – Cash Disbursements from Operations

Overall operating disbursements are favorably under budget at fiscal year-end. On an accrual basis operating disbursements are favorably within budget parameters. See additional information on operating disbursements in notes 9 through 15.

NOTE (10) – Administrative Supplies & Costs

This line item includes office supplies, printing, postage and delivery, office equipment service and lease, recruiting, membership, uniform, Commission meeting, conference and training costs.

NOTE (11) – Operating Supplies & Maintenance

This line item includes utilities, fuel, general repairs and maintenance, landscaping, supplies and telephone costs.

NOTE (12) – Contractual Operating Costs

This line item includes various contractual operating costs such as ARFF services, janitorial services, systems and vehicle repair, parking operations and the TBI Airport Management contract costs.

NOTE (13) – Contractual Professional Services

This line item includes various professional services such as legal, auditing, noise, financial and insurance.

NOTE (14) – Wages and Benefits

Wages and Benefits consist of payroll and fringe benefit costs for the Airport Police officers, and include the impact of the terms of the new Memorandum of Understanding effective February 2017. Wages and benefits include overtime for film location services which are recovered through the related film revenue.

NOTE (15) – Other Operating Costs

This line item includes public relations/advertising, air service retention, license and permits and bad debt expense.

(Continued)

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTES TO SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS MONTH AND ONE MONTH ENDED JULY 31, 2017 & 2016

NOTE (16) – Parking Tax

The 12% City of Burbank parking tax is paid quarterly for the prior three-month period. July 2017 remittance, in the amount of \$570,140, covers parking activity for the months of April, May and June 2017. The next remittance, covering parking activity for the months of July, August and September 2017, is due in October 2017.

NOTE (17) – Sound Insulation Program

The Sound Insulation program is funded primarily through FAA Airport Improvement Program ("AIP") grants and Passenger Facility Charge ("PFC") revenues. In November 2016, the FAA issued a Record of Approval on the Part 150 Study. Staff is currently working with FAA on obtaining a noise discretionary grant, the receipt of which will facilitate the restart of the program.

NOTE (18) – Other Facility Improvement Program Projects

Other Facility Improvement Program Projects costs exceed the budget for the month of July 2017. July expenditures consist primarily of FY 2017 expenditures relating to Runway 8/26 and EMAS Rehabilitation Project which were completed at fiscal year-end 2017.

NOTE (19) – FAA Grants – Other Facility Improvement Program Projects

FY 2018 FAA Grants – Other Facility Improvement Program Projects are budgeted to fund several projects: Runway 15/33 Rehabilitation Project and Taxiway C and D Design Services. July 2017 FAA Grants receipts are related to Runway 8/26 and EMAS Rehabilitation Project which were completed at fiscal year-end 2017.

NOTE (20) – Other Grants

Other grants represent federal grants, other than FAA AIP grants, and local grants that fund or partially fund the Ground Access Study.

NOTE (21) – Passenger Facility Charge Receipts/Reserves

A number of capital projects are budgeted to be funded or partially funded by Passenger Facility Charges, notably the Runway 15/33 Rehabilitation Project and Replacement Terminal Project.

NOTE (22) – Facility Development Fund (Authority Reserves)

The FY 2018 adopted budget programmed the use of Authority Reserves as a funding source for the airport share of capital projects.

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

SUPPLEMENT SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS REGIONAL INTERMODAL TRANSPORTATION CENTER / CONSOLIDATED RENTAL CAR FACILITY PAYMENTS AND COLLECTIONS MONTH AND ONE MONTH ENDED JULY 31, 2017 & 2016

Monthly Performance				July 2017		Fiscal YTD Performance (July 2017)				
Actual \$ Jul 2017	Budget Jul 2017	Actual \$ Prior Year Jul 2016	Variance Actual Vs. Budget	Note		Actual \$ Fiscal YTD	Fiscal YTD Budget	Actual \$ Prior Year Fiscal YTD	Variance Actual Vs. Budget	Note
\$557,764	\$420,000	\$466,172	\$137,764	(1)	Customer Facility Charge Receipts	\$557,764	\$420,000	\$466,172	\$137,764	(1)
91,685	87,577	120,269	4,108	(2)	Facility Rent	91,685	87,577	120,269	4,108	(2)
(486,250)	(486,250)	(486,130)	0		Payments to Bond Trustee for 2012 Bond Debt Service	(486,250)	(486,250)	(486,130)	0	
(22,328)	(21,327)	(34,753)	(1,001)	(3)	Loan Principal Repayments to the Authority	(22,328)	(21,327)	(34,753)	(1,001)	(3)
\$140,871	\$0	\$65,558	\$140,871	(4)		\$140,871	\$0	\$65,558	\$140,871	(4)

General Comments

The debt service on the 2012 Revenue Bonds and the repayment to the Authority of the loans to the Rent-A-Car Companies ("RACs") is payable from Customer Facility Charges ("CFCs") and Facility Rents. Under the terms of the Bond Indenture, as amended, all CFCs collected subsequent to July 1, 2014 are remitted to the Bond Trustee for the 2012 Bond debt service.

On July 1, 2014, the terms and conditions of the Non-Exclusive Concession and Lease Agreement with the respective Rent-A-Car Companies became effective, including the collection of Facility Rent.

Note (1) – Customer Facility Charge ("CFC") Receipts

CFCs of \$6 per day per transaction, up to a maximum of five days, are collected and applied to the 2012 Bond debt service. CFCs received in July exceeded the budget due to better than expected car rental activity.

Note (2) – Facility Rent

Facility Rent exceeds the budget for the month of July due to the timing of receipts.

Note (3) – Loan Principal Repayments to the Authority

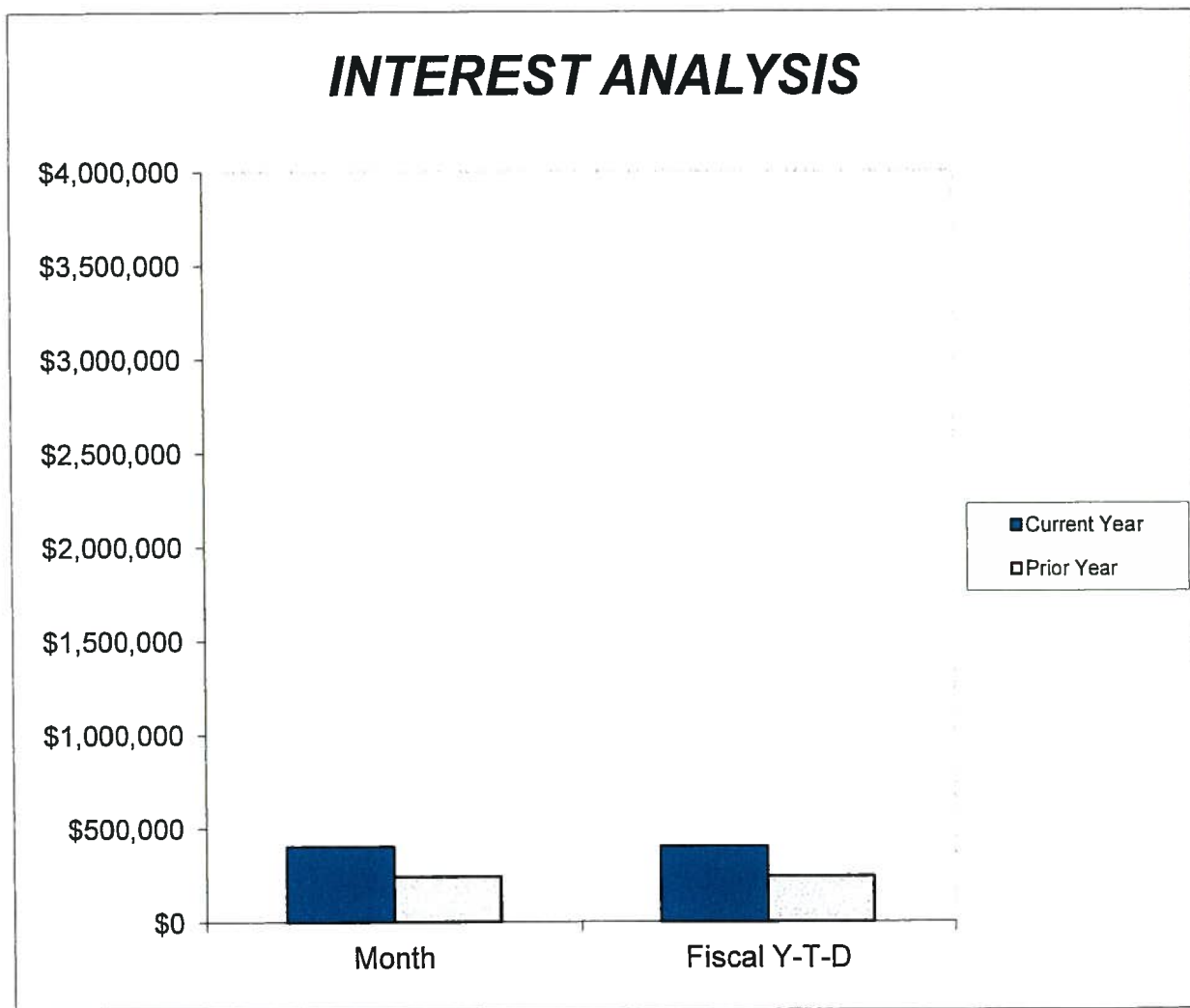
Repayments of the loan principal to the Authority from the Rent-A-Car Companies exceed the budget for the month of July (\$1,001) due to timing of receipts. The principal portion of the payment will be deposited as reimbursement to the Authority's Facility Development Fund. The interest portion of the loan repayment is recorded as investment income.

Note (4) – Net RITC / ConRAC Facility Payments and Collections

A positive amount in this line indicates that cash has been received above the required payment obligations. At fiscal year-end, upon conclusion of the required reconciliation, any excess surplus accumulated will be evaluated and applied toward the allowed uses under the terms and conditions of the Non-Exclusive Concession and Lease Agreement with the Rent-A-Car Companies.

In the event of a shortfall of receipts to meet the required payment obligations (i.e., CFC collections perform under budget projections), the Authority holds the right to adjust the Facility Rent paid by the rental car companies on a 30-day notice.

Burbank-Glendale-Pasadena Airport Authority



	July 2017	July 2016
Interest Receipts - - Month	\$399,702	\$241,404
Interest Receipts - - Fiscal Y-T-D	\$399,702	\$241,404
Month End Portfolio Balance	\$212,960,564	\$212,083,463
Yield to Maturity	1.40%	0.79%

**STAFF REPORT PRESENTED TO THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
NOVEMBER 13, 2017**

**APPROVAL OF ACCESS AGREEMENT
HONEYWELL INTERNATIONAL INC.**

SUMMARY

At the October 16, 2017, meeting of the Legal, Government and Environmental Affairs Committee ("Committee"), the Committee voted (2–0) to recommend that the Commission approve an Access Agreement ("Agreement") with Honeywell International, Inc. ("Honeywell"). The Agreement will allow Honeywell to have limited access to Hollywood Burbank Airport ("Airport") to monitor and maintain three groundwater monitoring wells. In exchange, the Authority will receive from Honeywell an annual \$5,000 access fee, as well as an indemnity and defense commitment. The Authority also will receive Honeywell's commitment to close the wells once they are no longer needed and to provide documentation of proper closure.

BACKGROUND

In the 1990s, at the direction of the United States Environmental Protection Agency ("USEPA") and the Los Angeles Regional Water Quality Control Board ("LARWQCB"), Honeywell installed a number of groundwater monitoring wells on and adjacent to the former manufacturing facilities that its corporate predecessor (Bendix) operated in Burbank. These wells are used to document the extent of and changes in contamination, and the effectiveness of on-going clean-up, of groundwater in the North Hollywood Operable Unit that was impacted by decades of discharges of volatile organic compounds and other regulated substances. These wells remain in operation today, and they may remain in operation for decades to come.

In 2009, Honeywell requested that the Authority grant it access to install and operate two additional groundwater monitoring wells on Airport property. This request actually involved three wells because one of the proposed wells was to have two slightly different locations to accommodate borings that would go to different depths. On advice of legal counsel, the Executive Director denied Honeywell's request.

In early 2010, USEPA made a formal request to the Authority for permission to install these same three wells pursuant to the federal Superfund statute ("CERCLA"), which provides USEPA with a statutory right of access. In a letter dated February 2010, the Authority's legal counsel confirmed that the Authority would grant USEPA this right of access. USEPA then allowed Honeywell to install, access, and monitor the wells.

The attached **Exhibit A** shows the locations of these three wells. One of the wells, located southwest of the Million Air facility and the Airport Fire Department, requires access through a locked fence. The other two wells are located east of Tujunga Blvd on the north side of the property and also require access through a locked gate. Honeywell has a continuing obligation to USEPA and the LARWQCB to periodically sample and maintain these three wells. Currently, Honeywell performs sampling on a semi-annual basis, but the frequency of

such sampling can change over time. Honeywell through its current consultant, AMEC/Foster Wheeler, has recently requested permission to commence the FAA badging review process for a sampling scheduled to commence in the first quarter of 2018.

Staff has received and retains copies of recent reports prepared for Honeywell by its consultant of investigations, including both groundwater elevation levels and contamination levels at the three wells. This information can be used as a "baseline" against which any future levels can be evaluated.

PROPOSED AGREEMENT

In response to a renewed request from Honeywell for a direct contract with the Authority, staff and legal counsel have prepared the Agreement which is attached as **Exhibit B**. The Agreement provides for longer-term access to Honeywell in exchange for the payment to the Authority of \$5,000 per year for access to the property. In addition, Honeywell agrees to indemnify and defend the Authority against any claims that Honeywell's operation of the wells produced a negative impact on existing groundwater contamination in the North Hollywood Operable Unit, or that the Authority has CERCLA liability as a result of granting access rights to Honeywell. Honeywell's access rights under the Agreement are conditioned upon Honeywell's compliance with all FAA regulations and guidance for working in or near an operating airport. Either the Authority or Honeywell can terminate the Agreement for convenience on 30 days' notice.

FISCAL IMPACTS

There are no fiscal impacts from the proposed Agreement, other than the time expended by counsel to prepare it. It is anticipated that any staff time spent arranging for access, unlocking gates, ensuring appropriate badging and other issues will be covered by the annual \$5,000 access fee.

RECOMMENDATION

At the October 16, 2017, meeting of the Legal, Government and Environmental Affairs Committee ("Committee"), the Committee voted (2-0) to recommend that the Commission approve an Access Agreement with Honeywell International, Inc.

**STAFF REPORT PRESENTED TO THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
NOVEMBER 13, 2017**

**AWARD OF PROFESSIONAL SERVICES AGREEMENT
ANYONE COLLECTIVE LLC
PHASE THREE – AIRPORT BRANDING CONSULTANT SERVICES**

SUMMARY

On October 16, 2017, the Burbank-Glendale-Pasadena Airport Authority's Operations and Development Committee ("Committee") voted (3–0) to recommend to the Commission an award of a Professional Services Agreement in the amount of \$175,000 to Anyone Collective, LLC, ("Anyone Collective") for consulting services to implement Phase III of the Authority's airport branding program. The Committee also voted to recommend the approval of marketing media buys associated with the proposed Phase III branding program in an amount not to exceed \$175,000. Staff seeks the Commission's approval of the Committee's recommendations. The total proposed expenditure for the Phase III branding program is a not-to-exceed amount of \$350,000 to be completed by the end of Fiscal Year 2018.

The proposed expenditure is within the approved Fiscal Year Budget appropriation for Phase III Airport Branding.

BACKGROUND

Over the past two and a half years, Anyone Collective has worked closely with Staff to complete Phases I and II of the airport branding program which included extensive research and engagement with key Airport stakeholders, the selection of a new brand identity name, "Hollywood Burbank Airport," and a new logo; the development of a brand style guide; and the initial framework for the Airport's long term branding strategy.

In Phase II, Anyone Collective officially launched the brand by: creating overall brand awareness for the Airport, and its new name; creating a digital environment that begins the process of increasing passenger levels; providing the Airport with a geographic identity that speaks to passengers east of the Rockies, in selected region-specific targets across the U.S., and in the local community; applying the Airport's new identity to various branding and marketing executions; developing a comprehensive, appropriate and targeted branding/marketing and media buy program; and providing detailed analytics that show how the marketing/advertising efforts are performing.

The proposed Phase III branding program, which will be completed within this fiscal year, will continue the Authority's investment in building brand identity and awareness in order to increase recognition of the Airport's geographic location. The proposed Phase III program includes implementation of the strategic marketing plan developed in Phase II, a brand creative and advertising campaign based on analytics generated in Phase II, the development of promotional content such as ads and social/digital messaging for specific demographic targets, and the planning and execution of an onsite event to further promote the Airport brand to the local press and general public.

The goal of Phase III is to continue the investment made in Phases I and II, and ensure the branding foundation built and established in the two previous phases is maintained and built upon. The key focus will be to establish measured growth for the new Hollywood Burbank Airport brand. Based on the analytics from Phase II, Anyone Collective will prepare a new strategy that continues to develop awareness and deliver a clear, concise message on the Airport's geographical location and its overall benefits.

Phase III is based upon providing continued support to the Authority for the successful implementation of its rebranding and marketing goals, which include but are not limited to the following:

- Increasing passenger levels;
- Providing air service development with proper marketing and branding support;
- Providing the Airport with a geographic identity that speaks to passengers east of the Rockies, as well as selected regional specific targets throughout the U.S. and the local community;
- Expanding on target demographics with new strategies and creative campaign directions; and
- Providing detailed analytics that show how the marketing/advertising is performing.

PROPOSAL DETAILS

Proposal highlights include the following deliverables:

- Creative Services Execution
- Administrative Services
- Social Media Strategies and Campaign Execution
- Advertising Campaigns
- Video Development and Post Production
- Media Buy Negotiation and Planning
- Presentation Development
- Website Development Strategy
- Copywriting
- Art Direction
- Graphic Design
- Planning and Negotiation with outside associations for potential advertising collaborations

Based on the analytics from Phase II, Anyone Collective will develop a comprehensive, appropriate and targeted branding/marketing and media buy program. The chart below details the proposed expenditures for the remainder of the fiscal year.

Professional Services Fee	\$175,000
Media – Digital	\$ 28,000
Media – Print	\$ 87,400
Media – Social	\$ 54,400
Press Event	<u>\$ 5,200</u>
Total	<u>\$350,000</u>

A copy of the proposed Professional Services Agreement and its scope of work proposal for Phase III are attached.

BUDGET IMPACT

As stated earlier, the approved FY 2017/18 Budget contains appropriations of a sufficient level for the proposed airport branding services.

STAFF RECOMMENDATION

On October 16, 2017, the Operations and Development Committee ("Committee") voted (3–0) to recommend to the Commission an award of a Professional Services Agreement in the amount of \$175,000 to Anyone Collective, LLC, for consulting services to implement Phase III of the Authority's airport branding program. The Committee also voted to recommend the approval of marketing media buys associated with the proposed Phase III branding program in an amount not to exceed \$175,000. Staff seeks the Commission's approval of a Professional Services Agreement with Anyone Collective for Phase III - Airport Branding Services in the amount of \$175,000; authorization of associated marketing media buys through June 30, 2018, not to exceed \$175,000 for a total of \$350,000; and authorization for the President to execute the same.

**STAFF REPORT PRESENTED TO THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
NOVEMBER 13, 2017**

AIRLINE SCHEDULE ANALYSIS

Staff has received notice of changes in service, fleet mix, and scheduled operating times from one airline serving Hollywood Burbank Airport. This report change is reflected in detail below and on the attached Schedule Change Analysis.

SOUTHWEST AIRLINES

Effective November 5, 2017, Southwest Airlines made a seasonal adjustment to its schedule by eliminating two Monday through Friday round-trip flights, one to Las Vegas and one to San Jose. In addition, Southwest added two Saturday round-trip flights, one to Las Vegas and one to Phoenix, they also added one Sunday round-trip flight to Oakland. The number of scheduled flight changes in arrivals and departures represents a net decrease of seven round-trip flights per week, operating during the daytime and evening hours. The carrier also made an equipment adjustment by removing the B737-800 aircraft for this schedule period. The overall schedule change will decrease the noise impact area by 0.30 acres.

OVERALL IMPACT

After incorporating all schedule adjustments, this schedule results in a decrease of 2,898 weekly seats or a 2.06% decrease from the prior schedule, leaving the revised schedule with a combined total of 138,047 available weekly seats.

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY*

SCHEDULE ANALYSIS

Airline: **Southwest Airlines**

Report Date: 11/13/2017

Effective Date: 11/05/17

1) Aircraft Operations Summary (includes both arrivals and departures):

<u>Aircraft Type</u>	<u>Seats</u>	<u>Weekly Operations</u>			<u>Weekly Seats</u>		
		<u>Current Operations</u>	<u>Proposed Operations</u>	<u>Difference</u>	<u>Current Available Seats</u>	<u>Proposed Available Seats</u>	<u>Difference</u>
B737-300	137	0	0	0	0	0	0
B737-500	122	0	0	0	0	0	0
B737-700	143	716	730	14	102,388	104,390	2,002
B737-800	175	28	0	-28	4,900	0	-4,900
Total		744	730	-14	107,288	104,390	-2,898

2) Discussion of the change in operations and voluntary curfew

Effective November 5, 2017, Southwest Airlines made a seasonal adjustment to its schedule by eliminating two Monday through Friday round-trip flights, one to Las Vegas and one to San Jose. In addition, Southwest added two Saturday round-trip flights, one to Las Vegas and one to Phoenix, they also added one Sunday round-trip flight to Oakland. The number of scheduled flight changes in arrivals and departures represents a net decrease of seven round-trip flights per week, operating during the daytime and evening hours. The carrier also made an equipment adjustment by removing the B737-800 aircraft for this schedule period. The overall schedule change will decrease the noise impact area by 0.30 acres.

3) Change in 65 dB CNEL Impact Area - Projected to 6/30/18:

	<u>Current</u>	<u>Proposed</u>	<u>Change</u>
Acres	8.83	8.53	-0.30
Is there an impact on the voluntary curfew with this schedule change?	Yes	No	<u>X</u>

*Report change in noise impact area is based on published airline schedules. Actual noise impact area for the reported period may vary as a result of unanticipated changes in the number of aircraft operations or in the times of aircraft departures and/or arrivals.

Hollywood Burbank Airport

REVENUE PASSENGERS	September			January - September		
	2017	2016	% Change	2017	2016	Change
Signatory Airlines						
Alaska Airlines	40,687	33,640	20.95%	364,753	329,395	10.73%
American Airlines	9,710	11,881	-18.27%	110,866	112,407	-1.37%
Delta Air Lines	11,690	8,473	37.97%	94,917	67,423	40.78%
JetBlue Airways	7,943	7,902	0.52%	71,308	70,289	1.45%
SeaPort Airlines	0	0	N/A	0	277	-100.00%
Southwest Airlines	294,912	265,591	11.04%	2,548,883	2,248,484	13.36%
United Airlines	29,844	27,854	7.14%	241,157	198,824	21.29%
Total Revenue Passengers	394,786	355,341	11.10%	3,431,884	3,027,099	13.37%
Inbound (deplaned)	197,692	177,132	11.61%	1,715,790	1,512,453	13.44%
Outbound (enplaned)	197,094	178,209	10.60%	1,716,094	1,516,553	13.16%

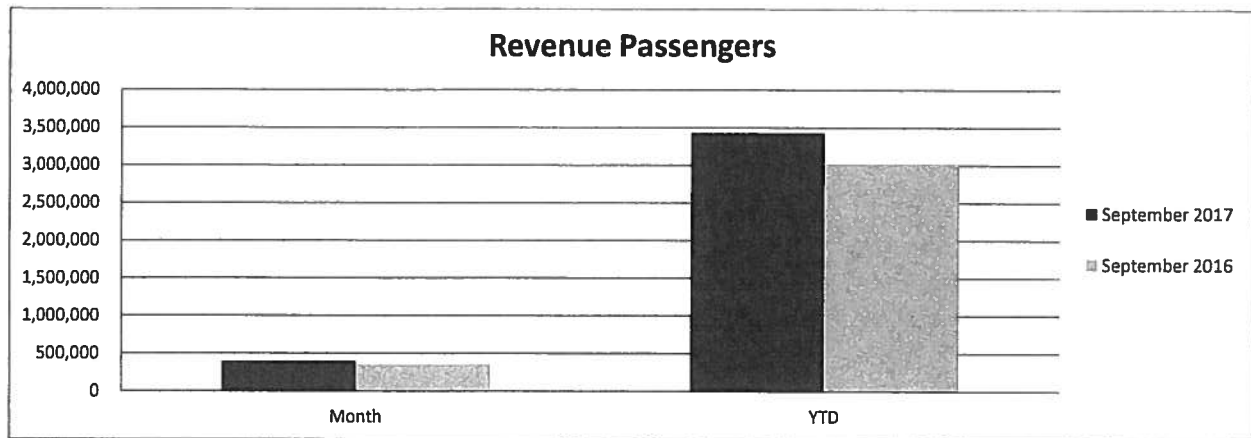
AIRCRAFT OPERATIONS *	September			January - September		
	2017	2016	% Change	2017	2016	% Change
Air Carrier	4,551	4,124	10.35%	39,846	36,889	8.02%
Air Taxi	1,538	1,283	19.88%	12,221	10,436	17.10%
General Aviation	3,148	3,366	-6.48%	27,838	30,505	-8.74%
Military Itinerant	75	93	-19.35%	819	872	-6.08%
Civil Local	1,259	1,914	-34.22%	16,737	21,841	-23.37%
Military Local	0	0	N/A	0	3	-100.00%
Total Aircraft Operations	10,571	10,780	-1.94%	97,461	100,546	-3.07%

* Source: FAA Tower Daily Airport Operations Count, adjusted to show Canadair Regional Jet-200 operations as Air Carrier. Includes Hollywood Burbank Airport arrivals/departures only; excludes aircraft that enter local air space but do not land or take off at Hollywood Burbank Airport.

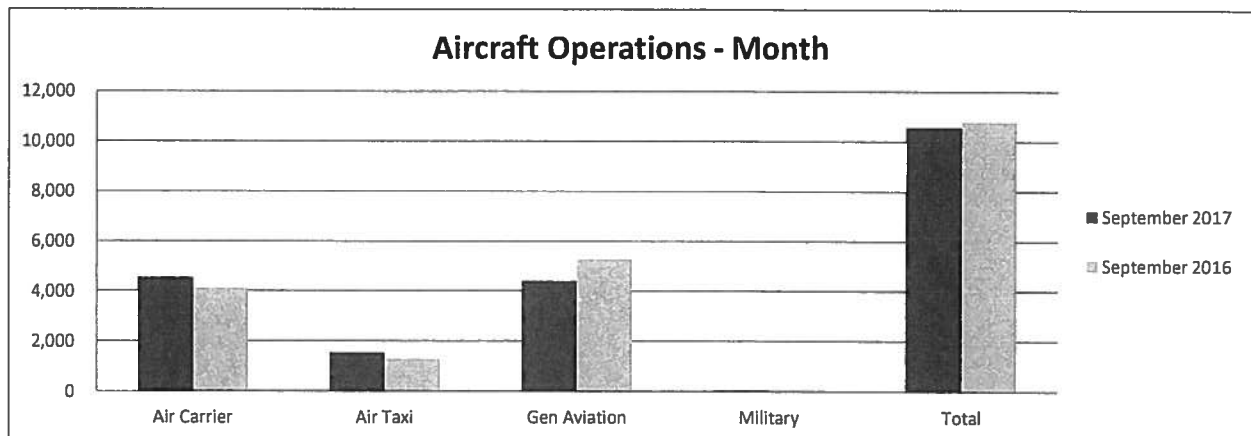
Hollywood Burbank Airport

AIR CARGO (lbs.)	September			January - September		
	2017	2016	% Change	2017	2016	% Change
Signatory Airlines						
Alaska Airlines	1,460	993	47.03%	5,842	5,800	0.72%
American Airlines						
Delta Air Lines						
JetBlue Airways						
SeaPort Airlines						
Southwest Airlines	140,867	177,712	-20.73%	1,212,673	1,437,837	-15.66%
United Airlines	8,337	0	N/A	9,904	0	N/A
Other Scheduled Carriers						
Federal Express	4,274,340	3,933,186	8.67%	41,662,644	37,556,031	10.93%
United Parcel Service	3,904,137	4,297,779	-9.16%	35,199,282	35,926,906	-2.03%
Charter/Contract Carriers						
AirNet Express	2,184	2,988	-26.91%	22,486	26,477	-15.07%
Ameriflight	253,350	240,711	5.25%	1,994,459	1,974,588	1.01%
Total Air Cargo	8,584,675	8,653,369	-0.79%	80,107,290	76,927,639	4.13%
Inbound (deplaned)	4,205,461	4,132,698	1.76%	40,533,413	38,369,978	5.64%
Outbound (enplaned)	4,379,214	4,520,671	-3.13%	39,573,877	38,107,701	3.85%

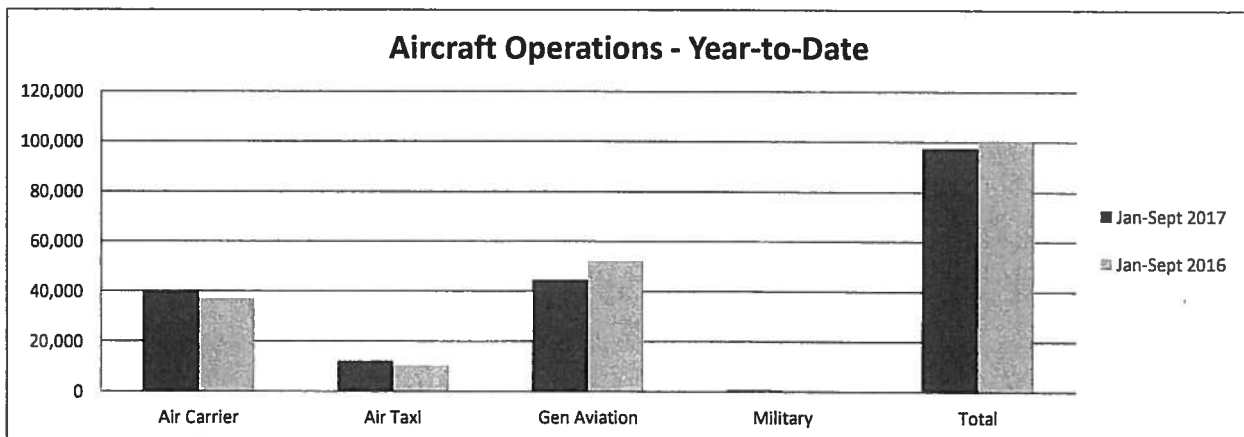
MAIL (lbs.)	September			January - September		
	2017	2016	% Change	2017	2016	Change
United Parcel Service	5,898	8,090	-27.10%	81,499	143,753	-43.31%
Total Mail	5,898	8,090	-27.10%	81,499	143,753	-43.31%
Inbound (deplaned)	0	8,090	-100.00%	68,458	65,225	4.96%
Outbound (enplaned)	5,898	0	N/A	13,041	78,528	-83.39%



Revenue Passengers	Month	YTD
September 2017	394,786	3,431,884
September 2016	355,341	3,027,099
% Change	11.10%	13.37%



Aircraft Operations - MO	Air Carrier	Air Taxi	Gen Aviation	Military	Total
September 2017	4,551	1,538	4,407	75	10,571
September 2016	4,124	1,283	5,280	93	10,780
% Change	10.35%	19.88%	-16.53%	-19.35%	-1.94%



Aircraft Operations - YTD	Air Carrier	Air Taxi	Gen Aviation	Military	Total
Jan-Sept 2017	39,846	12,221	44,575	819	97,461
Jan-Sept 2016	36,889	10,436	52,346	875	100,546
% Change	8.02%	17.10%	-14.85%	-6.40%	-3.07%