



October 3, 2014

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

NOTICE is hereby given that a regular meeting of the Burbank-Glendale-Pasadena Airport Authority will be held Monday, October 6, 2014, at 9:00 a.m. in the Airport Skyroom of the Bob Hope Airport, 2627 Hollywood Way, Burbank, California, 91505.

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

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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
Regular Meeting of Monday, October 6, 2014  
9:00 A.M.

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

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

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

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

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. CONSENT CALENDAR
  - a. Committee Reports (For Noting and Filing)
    - 1) Operations and Development Committee
      - (i) August 8, 2014

**[See page 1]**

- 2) Finance and Administration Committee
  - (i) August 8, 2014 ***[See page 7]***
- 3) Legal, Government and Environmental Affairs Committee
  - (i) August 18, 2014 ***[See page 11]***
- b. Commission Minutes (For Approval)
  - 1) September 2, 2014 ***[See page 14]***
  - 2) September 15, 2014 ***[See page 17]***
- c. Treasurer's Reports
  - 1) June 2014 ***[See page 30]***
  - 2) May 2014 ***[See page 49]***
- 6. ITEMS FOR COMMISSION DISCUSSION
  - a. Parking Lot G ***[No Staff Report]***
  - b. I-5 Empire Project Update ***[No Staff Report]***
- 7. ITEMS FOR COMMISSION INFORMATION
  - a. Ribbon Cutting – Signalized Crosswalk from the Regional Intermodal Transportation Center to the Bob Hope Airport Train Station ***[No Staff Report]***
  - b. Proposed I-5 Mitigation Measures ***[See page 66]***
  - c. Airline Schedule Analysis ***[See page 69]***
  - d. August 2014 Passenger/Cargo Statistics and Parking Information ***[See page 72]***
- 8. CLOSED SESSION
  - a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
(California Government Code Section 54956.8)
 

Property:	B-6 Property Easements
Authority Negotiator:	Executive Director
Negotiating Party:	City of Burbank
Under Negotiation:	Price and Terms of Payment
  - b. THREAT TO PUBLIC SERVICES OR FACILITIES  
(California Government Code Section 54957(a))

## COMMISSION NEWSLETTER

October 6, 2014

### *[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 REPORTS – Approved minutes of the following committee meetings are included in the agenda packet for information purposes: August 8, 2014, Operations and Development Committee; August 8, 2014, Finance and Administration Committee; and August 18, 2014, Legal, Government and Environmental Affairs Committee.
- b. COMMISSION MINUTES – SEPTEMBER 2, 2014, AND SEPTEMBER 15, 2014 – The draft minutes of these meetings are attached for Commission review and approval.
- c. TREASURER’S REPORTS – No staff report is attached. Included in the agenda packet are Treasurer’s Reports for June 2014 and May 2014. The reports were presented to the Finance and Administration Committee at its September 15, 2014, meeting at which time the Committee recommended unanimously (3–0) that they be noted and filed by the Commission. At the September 15 Finance and Administration Committee meeting, Commissioner Tornek, Airport Authority Treasurer, stated that the revised Treasurer’s Report format provides the level of clarity he requested and he feels the Committee and Staff are on the right track regarding information provided in the reports and the timeliness of their delivery.

#### 6. ITEMS FOR COMMISSION DISCUSSION

- a. PARKING LOT G – No staff report is attached. Staff will discuss with the Commission operating adjustments to the Authority’s parking lots to accommodate the expected holiday parking demand.
- b. I-5 EMPIRE PROJECT UPDATE – No staff report is attached. Staff will advise the Commission of further impacts of the project and its reductions in capacity on Buena Vista affecting congestion levels on Hollywood Way.

#### 7. ITEMS FOR COMMISSION INFORMATION

- a. RIBBON CUTTING – SIGNALIZED CROSSWALK FROM THE REGIONAL INTERMODAL TRANSPORTATION CENTER TO THE BOB HOPE AIRPORT TRAIN STATION – The signalized pedestrian crosswalk allowing safe passage across Empire Avenue between the Regional Intermodal Transportation Center and the Bob Hope Airport Train Station is now complete and operational. There will be a short ribbon cutting after the Finance Committee and Legal Committee meetings to mark the availability of this important RITC project feature. Commissioners wishing

to attend are invited to proceed via the Elevated Walkway to the Transit Center on the ground level of the RITC.

An additional note: Metro Buses have now begun service directly to the Bus Transit Center, giving Metro passengers covered waiting and boarding areas and access to the Elevated Walkway to the passenger terminal.

- b. **PROPOSED I-5 MITIGATION MEASURERS** – No staff report is attached. Staff will review with the Commission a letter to Metro (Los Angeles County Metropolitan Transportation Authority) concerning a proposed slate of recommended mitigation measures regarding the ongoing I-5 Improvements Project.
- c. **AIRLINE SCHEDULE ANALYSIS** – A staff report is included in the agenda packet. Included in the agenda packet for noting and filing are schedule analyses reflecting seasonal changes in service and fleet mix and scheduled operating times for two airlines serving Bob Hope Airport. After incorporating these changes the noise impact area is projected to have a cumulative increase of 0.13 acres.
- d. **AUGUST 2014 PASSENGER/CARGO STATISTICS AND PARKING INFORMATION** – No staff report is attached. The passenger count in August of 342,405 increased 1.8% from 336,361 in August 2013. Airline seats declined 7.1%, from 508,416 last year to 472,190 this year. The number of airline operations in August declined 6.4% to 4,037 this year versus 4,313 in 2013, and they are down 7.3% for the first eight months of the year. Cargo activity grew 4.3% for the month and year-to-date is running 5.5% ahead of 2013 with a total of 72.8 million pounds. A complete report is contained in the agenda packet.

Consultation with Director of Public Safety

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

1) Title: Executive Director

2) Title: Senior Deputy Executive Director

9. ADJOURNMENT