



October 15, 2020

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

NOTICE is hereby given that the regular meeting of the Legal, Government and Environmental Affairs Committee will be held Monday, October 19, 2020, at 9:30 a.m., or immediately following the Commission meeting, in the Burbank Room of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California 91505.

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Commission or staff may participate in this meeting via teleconference. In the interest of maintaining appropriate social distancing, members of the public may observe and participate in the meeting telephonically through the following number:

Dial In: (701) 802-5334

Access Code 2451017

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

REGULAR MEETING  
OF THE  
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE

Burbank Room  
Monday, October 19, 2020  
9:30 a.m., or Immediately Following  
the Conclusion of the  
Commission Meeting

*As a result of the convening of this meeting of the Legal, Government and Environmental Affairs Committee, each Committee member in attendance is entitled to receive and shall be provided \$200.*



*The public comment period is the opportunity for members of the public to address the Committee on agenda items and on airport-related non-agenda matters that are within the Committee's subject matter jurisdiction. At the discretion of the presiding officer, public comment on an agenda item may be presented when that item is reached.*

*Members of the public are requested to observe the following decorum when attending or participating in meetings of the Committee:*

- *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 Committee during the public comment period, fill out a speaker request card and present it to the Board Secretary.*
- *Confine remarks to agenda items or to airport-related non-agenda matters that are within the Committee's subject matter jurisdiction.*
- *Limit comments to five minutes or to such other period of time as may be specified by the presiding officer.*



*The following activities are prohibited:*

- *Allocation of speaker time to another person.*
- *Video presentations requiring use of Authority equipment.*



*Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Authority to the Committee less than 72 hours prior to that meeting are available for public inspection at Hollywood Burbank Airport (2627 N. 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 least 48 hours prior to the meeting.*

## A G E N D A

Monday, October 19, 2020

1. Approval of Agenda

2. Public Comment

3. Approval of Minutes

a. September 21, 2020

***[See page 1]***

4. Items for Information

a. 2020 State of California Legislative Status Update (Arnold & Associates)

- No staff report attached

***Included in the agenda package is the final State Legislative Status Report for 2020 prepared by Arnold & Associates. Kristi Foy from Arnold & Associates and Staff will provide the state legislative update.***

5. Items for Information

a. Committee Pending Items

***[See page 3]***

6. Adjournment

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

**MONDAY, SEPTEMBER 21, 2020**

A regular meeting of the Legal, Government and Environmental Affairs Committee was called to order on this date in the Burbank Room, 2627 N. Hollywood Way, Burbank, California, at 10:34 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 in attendance is entitled to receive and shall be provided \$200.

**ROLL CALL**

**Present:**

Commissioners Wiggins, Agajanian  
(via teleconference) and Madison (via  
teleconference)

**Absent:**

None

**Also Present:**

Staff: Frank Miller, Executive Director;  
Patrick Lammerding, Deputy Executive Director,  
Planning and Development

Airport Authority Counsel: Terence R. Boga of  
Richards, Watson & Gershon and Tom Ryan of  
McDermott, Will & Emery

**1. Approval of Agenda**

The agenda was approved as presented.

**2. Public Comment**

There were no public speakers.

**3. Approval of Minutes**

**a. August 17, 2020**

Commissioner Wiggins moved approval of the minutes of the August 17, 2020 meeting, seconded by Commissioner Agajanian (via teleconference). There being no objection, a voice vote was taken to accommodate those participating via teleconference. The motion was approved (2-0, 1 abstention).

**4. Contracts and Leases**

**a. Professional Services Agreement -  
Trifiletti Consulting, Inc.**

Staff presented a report seeking a recommendation to the Commission for approval of proposed Professional Services Agreement ("PSA") with Trifiletti Consulting Inc. ("Trifiletti") in a not-to-exceed amount of \$75,000 for continued support services with environmental, entitlement, land use,

sustainability, and government advisory services in support of the Memorandum of Understanding with the South Coast Air Quality Management District.

Appropriations for these support services to meet the Authority's obligations under the MOU are contained in the adopted FY 2021 budget

**Motion**

Commissioner Agajanian moved the Committee recommendation, seconded by Commissioner Madison.

**Motion Approved**

There being no objection, a voice vote was taken to accommodate those participating via teleconference. The motion was approved (3-0).

**b. Citizen's Advisory Committee**

Staff presented a report seeking a recommendation to the Commission for the establishment of a 12-member Citizen's Advisory Committee ("CAC") comprised of representatives from Burbank, Glendale, Pasadena, and Los Angeles. The proposed CAC would be tasked with gathering public input on airplane noise issues associated with the Bob Hope Airport ("BUR") and with assisting in the update of the Authority's Noise Exposure Map and Noise Compatibility Program.

The cost to facilitate the CAC has not been determined. Subject to the requirements for the proposed CAC, a future budget amendment may be required.

**Motion**

Commissioner Madison moved the item with the following comment that Staff comes back to the Committee with a proposed draft resolution for the recommendation clarifying the process for appointment of the CAC members and set ground rules for the selection. Commissioner Agajanian seconded the motion.

**Motion Approved**

There being no objection, a voice vote was taken to accommodate those participating via teleconference. The motion was approved (3-0).

**5. Items for Information**

**a. Committee Pending Items**

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

**6. Adjournment**

There being no further business, the meeting adjourned at 10:57 a.m.

**BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE  
OCTOBER 19, 2020**

**COMMITTEE PENDING ITEMS**

**Future**

1. Award of Contract – Task Force Public Outreach Support