



June 2, 2022

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, June 6, 2022, 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 Government Code Section 54953(e), members of the Committee may participate in this meeting via teleconference. In the interest of maintaining appropriate social distancing, a physical location is not being provided for the public to attend or comment. Members of the public may observe the meeting telephonically and may offer comment in real time through the following number:

(818) 862-3332

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

REGULAR MEETING
OF THE
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE
Burbank Room
Monday, June 6, 2022
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.

When in-person attendance or participation at meetings of the Commission is allowed, members of the public are requested to observe the following rules of decorum:

- *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.

AGENDA

Monday, June 6, 2022

1. Roll Call
2. Staff Announcement: AB 23
3. Approval of Agenda
4. Public Comment
5. Approval of Minutes
 - a. May 16, 2022 *[See page 1]*
6. Items for Approval
 - a. Amendment No. 2 to Professional Services Agreement
Trifiletti Consulting, Inc. *[See page 3]*

Staff seeks a Legal, Government and Environmental Affairs Committee recommendation to the Commission for approval of Amendment No. 2 to the Professional Services Agreement ("PSA") with Trifiletti Consulting Inc. The proposed Amendment would extend the term of the PSA from June 30, 2022, to October 31, 2022, to allow for completion of the deliverables required to be submitted in compliance with the Memorandum of Understanding with the South Coast Air Quality Management District. The proposed Amendment does not increase funding. The funding needed to meet these tasks was approved under Amendment No. 1 to the PSA.
7. Items for Information
 - a. Committee Pending Items *[See page 7]*
8. Adjournment

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

MONDAY, MAY 16, 2022

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 11:20 a.m., by Commissioner Agajanian.

1. ROLL CALL

Present: Commissioners Agajanian (via teleconference),
Gabel-Luddy (via teleconference) and Williams

Absent: None

Also Present: Staff: Frank Miller, Executive Director;
Patrick Lammerding, Deputy Executive Director,
Planning and Development; Pamela Marcello, Senior
Director, Government and Public Affairs; Nerissa
Sugars, Director, Communications and Air Service

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

2. Staff Announcement: AB 23 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.

3. Approval of Agenda Commissioner Williams moved approval of the
agenda, seconded by Commissioner Gabel-Luddy
There being no objection, a voice vote was taken to
accommodate the Commissioners participating via
teleconference. The motion was approved (3-0).

4. Public Comment There were no public comments.

5. Approval of Minutes

a. May 2, 2022 Commissioner Gabel-Luddy moved approval of the
minutes of the May 2, 2022 meeting, seconded by
Commissioner Williams. There being no objection, a
voice vote was taken to accommodate the
Commissioners participating via teleconference.
The motion was approved (3-0).

6. Items for Discussion

a. California Legislative Update

Staff updated the Committee on the current legislation under consideration in Sacramento.

7. Items for Information

a. Committee Pending Items

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

8. Closed Session

The meeting recessed to closed session at 11:43 a.m. to consider the items listed on the closed session agenda, and to confer with legal counsel.

**a. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
(California Government Code Section 54956.9(d)(1))**

Name of Case: City of Los Angeles v. FAA et al. (Case No. 21-71170)

The meeting reconvened to open session at 11:55 a.m. with all three Commissioners present. No reportable action was taken on the presented item.

9. Adjournment

There being no further business, the meeting was adjourned at 11:56 a.m.

**STAFF REPORT PRESENTED TO THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE
JUNE 6, 2022**

**AMENDMENT NO. 2 TO
PROFESSIONAL SERVICES AGREEMENT
TRIFILETTI CONSULTING, INC.**

Presented by Patrick Lammerding
Deputy Executive Director, Planning and Development

SUMMARY

Staff seeks a Legal, Government and Environmental Affairs Committee ("Committee") recommendation to the Commission to approve Amendment No. 2 ("Amendment") to the Professional Services Agreement ("PSA") with Trifiletti Consulting Inc. ("Trifiletti"). The proposed Amendment would extend the term of the PSA from June 30, 2022, to October 31, 2022, to allow for the completion of the deliverables required to be submitted in compliance with the Memorandum of Understanding ("MOU") with the South Coast Air Quality Management District ("SCAQMD"). The proposed Amendment does not increase funding. The funding needed to meet these tasks was approved under Amendment No. 1 to the PSA.

BACKGROUND

On May 2, 2022, the Commission approved Amendment No. 1 to the PSA with Trifiletti in the amount of \$43,000, bringing the total not-to-exceed contract value to \$96,000. The increase in funding authorization set forth in Amendment No. 1 provides additional support services required to comply with the MOU and monitor MOU-related and airport-related regulatory actions at the SCAQMD. As a reminder, the services include the development of required emissions inventories and a mandatory annual progress report for the calendar year 2021, which was due on June 1, 2022. Additional services also include representation of the Authority at all mandatory meetings with the SCAQMD.

While the Authority's annual progress report was submitted to the SCAQMD on June 1, 2022, Staff recently met with SCAQMD personnel and was advised that meetings regarding the Authority's 2021 annual progress report will continue through October 31, 2022. Presentations to SCAQMD personnel will be scheduled in July, with the Authority's annual progress report to be presented to the SCAQMD's Airport Working Group in September and to the SCAQMD's Mobile Source Committee in October. The SCAQMD is scheduled to submit all airports' 2021 annual progress reports to the Environmental Protection Agency on November 1, 2022. No additional funding is required for services from Trifiletti. However the PSA currently has an expiration date of June 30, 2022, therefore this request is to provide for an extension of the term to October 31, 2022.

FUNDING

No additional funding is required for this Amendment. Funding is available for the cost of these services in the adopted FY 2022 budget with appropriations requested for the continuation of these services in the proposed FY 2023 budget.

STAFF RECOMMENDATION

Staff recommends that the Committee recommend to the Commission that it approve the proposed Amendment with Trifiletti to extend the term of the PSA to October 31, 2022 and authorize the President to execute the same.

**AMENDMENT NO. 2 TO
PROFESSIONAL SERVICES AGREEMENT**
(Burbank-Glendale-Pasadena Airport Authority / Trifiletti Consulting, Inc.)

This Amendment No. 2 (“Second Amendment”) to the August 16, 2021 Professional Services Agreement (“Agreement”) executed by the Burbank-Glendale-Pasadena Airport Authority (“Authority”), a California joint powers agency, and Trifiletti Consulting, Inc. (“Consultant”), a California corporation, is dated June __, 2022 for reference purposes.

R E C I T A L S

- A. The parties executed the Agreement to provide for the Authority’s retention of Consultant as an independent contractor to provide the following professional services: environmental, entitlement, land use, sustainability, and governmental consulting.
- B. The parties have executed a May 2, 2022 Amendment No. 1 (“First Amendment”) to the Agreement to: (i) expand the scope of services; and (ii) increase the contract limit.
- C. The parties desire to amend the Agreement to extend the term to October 31, 2022.

NOW, THEREFORE, the parties agree as follows:

- 1. **Amendment of Section 3.** Paragraph A of Section 3 (Term) of the Agreement is amended to read as follows:

“A. This Agreement shall be effective August 16, 2021 and shall expire on October 31, 2022 unless terminated by either party pursuant to paragraph (B) below.”

- 2. **Counterparts.** This Second Amendment may be executed in any number of counterparts, each of which shall be deemed an original and all of which taken together shall constitute one and the same document.
- 3. **Effective Date.** This Second Amendment shall be effective upon execution.
- 4. **Preservation of Agreement.** Except as expressly modified by this Second Amendment, all of the provisions of the Agreement (as amended by the First Amendment) shall remain unaltered and in full force and effect. In the event of a conflict between the provisions of this Second Amendment and the provisions of the Agreement (as amended by the First Amendment), the provisions of this Second Amendment shall control.

[SIGNATURES ON FOLLOWING PAGE]

TO EXECUTE THIS SECOND AMENDMENT, the parties have caused their duly authorized representatives to sign below.

Trifiletti Consulting, Inc.



By: _____

By: _____

Print Name: Lisa Trifiletti_____

Print Name: _____

☐ Chairperson ☒ President ☐ Vice President

☐ Secretary ☐ Asst. Secretary

☐ Chief Finance Officer ☐ Asst. Treasurer

[Pursuant to California Corporations Code Section 313, both signature lines must be executed unless the signatory holds at least one of the offices designated on each line.]

Burbank-Glendale-Pasadena Airport Authority

Paula Devine, President

Approved as to form:

Richards, Watson & Gershon
A Professional Corporation

**BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE
JUNE 6, 2022**

COMMITTEE PENDING ITEMS

Future

1. Amendments to Professional Services Agreements - Replacement Passenger Terminal Project
2. Landscape Contractor Equipment Update
3. Restricted Land Covenant - Adjacent Parcel; RWQCB