



March 30, 2023

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 on Monday, April 3, 2023, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, CA 91505.

In addition to attending the meeting in person, members of the public may observe the meeting telephonically and may offer comment in real time through the following number:

*Dial In: (818) 862-3332*

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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Airport Skyroom

Regular Meeting of Monday, April 3, 2023

9:00 A.M.

*The public comment period is the opportunity for members of the public to address the Commission on agenda items and on airport-related non-agenda matters that are within the Commission'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 Commission 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 Commission's subject matter jurisdiction.*
- *Limit comments to three 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 Commission 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, April 3, 2023

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT (Public comment will be limited to a total of 20 minutes at the beginning of the meeting and will continue at the conclusion of the meeting, if necessary. Comments are limited to 3 minutes each, and the Authority President may limit this time if reasonable under the circumstances.)
5. CONSENT CALENDAR (Includes Minutes. Items on the Consent Calendar are generally routine in nature and may be acted upon by one motion unless removed for separate consideration.)
  - a. Committee Minutes  
(For Note and File)
    - 1) Executive Committee
      - (i) March 1, 2023 ***[See page 1]***
    - 2) Finance and Administration Committee
      - (i) February 21, 2023 ***[See page 3]***
    - 3) Legal, Government and Environmental Affairs Committee
      - (i) February 6, 2023 ***[See page 5]***
  - b. Commission Minutes  
(For Approval)
    - 1) March 6, 2023 ***[See page 7]***
  - c. Annual Review and Adjustment of Noise Violation Fines ***[See page 12]***
  - d. Fourth Amendment to Ground Lease  
MV Transportation, Inc. ***[See page 14]***
  - e. Core Network Switches - Replacement and Installation Services  
for Primary & DVSS Networks ***[See page 20]***
  - f. Award of Construction Contract for Parking Lot Reconfiguration,  
Civil Work and Approval of Associated Vendor Work and CEQA  
Exemption Determination - Project Number (E22-13) ***[See page 25]***

- g. Award of Purchase Order – Portable Radio Replacement  
Motorola Solutions, Inc. **[See page 31]**
- h. Treasurer's Report
  - 1) December 2022 **[See page 35]**
- 6. ITEMS FOR COMMISSION APPROVAL
  - a. Amendment No. 5 to Amended and Restated Employment  
Agreement With Director of Public Safety/Chief of Police **[See page 63]**
- 7. ITEMS FOR COMMISSION DISCUSSION
  - a. Replacement Passenger Terminal Design Concept Presentation
- 8. ITEMS FOR COMMISSION INFORMATION
  - a. January 2023 Passenger and Air Cargo Statistics **[See page 68]**
  - b. January 2023 Ground Transportation Statistics
  - c. January 2023 Parking Revenue Statistics
- 9. CLOSED SESSION
  - 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)
- 10. ITEMS PULLED FROM CONSENT CALENDAR
- 11. EXECUTIVE DIRECTOR COMMENTS
- 12. COMMISSIONER COMMENTS  
(Commissioners may make a brief announcement, make a brief report on  
their activities, and request an agenda item for a future meeting.)
- 13. PUBLIC COMMENT
- 14. ADJOURNMENT



## COMMISSION NEWSLETTER

Monday, April 3, 2023

*[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 Executive Committee meeting of March 1, 2023; approved minutes of the February 21, 2023, special meeting of the Finance and Administration Committee; and approved minutes of the February 6, 2023, Legal, Government and Environmental Affairs Committee are included in the agenda packet for information purposes.
- b. COMMISSION MINUTES. A draft copy of the March 6, 2023, Commission special meeting minutes is attached for the Commission's review and approval.
- c. ANNUAL REVIEW AND ADJUSTMENT OF NOISE VIOLATION FINES. A staff report is included in the agenda packet. At its special meeting on March 6, 2023, the Legal, Government and Environmental Affairs Committee voted (2–0, 1 absent) to recommend that the Commission authorize an increase to the noise fines associated with certain restricted operations as detailed in Airport Noise Rules 8 and 9 as described below, in accordance with the annual adjustment of noise violation fines required by Resolution No. 382.
- d. FOURTH AMENDMENT TO GROUND LEASE – MV TRANSPORTATION, INC. A staff report is included in the agenda packet. At its special meeting on March 24, 2023, the Finance and Administration Committee voted unanimously (3–0) to recommend that the Commission approve a proposed Fourth Amendment to Ground Lease ("Fourth Amendment") with MV Transportation Inc. ("MV"). The proposed Fourth Amendment will accommodate logistics associated with the Replacement Passenger Terminal Project by relocating MV from its current location on the northeast corner of the Airport to the south end of Lot A next to the FAA Air Traffic Control Tower.
- e. CORE NETWORK SWITCHES – REPLACEMENT AND INSTALLATION SERVICES FOR PRIMARY & DVSS NETWORKS. A staff report is included in the agenda packet. Subject to the recommendation of the Operations and Development Committee at its meeting immediately preceding the Commission meeting, Staff seeks Commission approval to purchase and install two model C9500 Cisco Catalyst Network Switches and two model C9300 Cisco Catalyst Network Switches, which will replace four current Cisco Catalyst 4500 Series switches that have reached their end of life and are no longer supported by the manufacturer. The proposed cost for the acquisition and installation of these network switches is \$136,145.85 plus an additional 10% project contingency amount of \$15,000 for a total of \$151,145.85.

- f. AWARD OF CONSTRUCTION CONTRACT FOR PARKING LOT RECONFIGURATION, CIVIL WORK AND APPROVAL OF ASSOCIATED VENDOR WORK AND CEQA EXEMPTION DETERMINATION - PROJECT NUMBER (E22-13). A staff report is included in the agenda packet. Subject to the recommendation of the Operations and Development Committee at its meeting immediately preceding the Commission meeting, Staff seeks Commission approval to: (i) award a construction contract in the amount of \$226,190 to Geronimo Concrete, Inc.; (ii) approve a project budget for Parking and Revenue Control Equipment, DVSS Cameras, Access Control Equipment, and Networking Cable Installation in the amount of \$173,627; (iii) authorize a project budget for Construction Management, Field Oversight, and Contract Administration for a not-to-exceed amount of 35,000; (iv) authorize a project contingency of \$60,000; and, (v) approve the CEQA exemption determination.
- g. AWARD OF PURCHASE ORDER – PORTABLE RADIO REPLACEMENT MOTOROLA SOLUTIONS, INC. A staff report is included in the agenda packet. Subject to the recommendation of the Operations and Development Committee at its meeting immediately preceding the Commission meeting, Staff seeks Commission to approve the acquisition of replacement portable radio equipment from Motorola Solutions, Inc. ("Motorola"). The proposed acquisition is for the replacement of handheld Motorola portable radios, which currently are used by the Airport Maintenance Department and have reached the end of their useful life, with thirty-eight Motorola APX 900 series radios. The total cost for the replacement radios, programming, and ancillary accessories is \$136,961.16.
- h. TREASURER'S REPORT. The Treasurer's Report for December 2022 is included in the agenda packet. At its special meeting on March 24, 2023, the Finance and Administration Committee voted unanimously (3–0) to recommend that the Commission note and file this report.

## 6. ITEMS FOR COMMISSION APPROVAL

- a. AMENDMENT NO. 5 TO AMENDED AND RESTATED EMPLOYMENT AGREEMENT WITH DIRECTOR OF PUBLIC SAFETY/CHIEF OF POLICE. A staff report is included in the agenda packet. This item seeks Commission authorization to execute Amendment No. 5 to the Authority's amended and restated employment agreement, copy attached, with the Director of Public Safety/Chief of Police. The amendment is for a two-year extension with a salary and benefits increase. The base salary (retroactive to April 1, 2023) in the first extension year will be \$250,000, and will be \$275,000 in the second extension year. Additionally, a retention bonus of \$25,000 will be paid in each extension year. Finally, the amendment also provides for POST Executive Level Certificate pay of \$24,000 in the first extension year and \$30,000 in the second extension year.

## 7. ITEMS FOR COMMISSION DISCUSSION

- a. REPLACEMENT PASSENGER TERMINAL CONCEPT PRESENTATION. No staff report attached. At the special meeting of the Commission on March 6, 2023, three preliminary design concepts for the Replacement Passenger Terminal were revealed. Detailed drawings of these three concepts will be presented to the

Commission by representatives of Corgan and Jacobs Project Management Co. These drawings were also presented at the special Executive Committee meeting on March 29, 2023.

#### 8. ITEMS FOR COMMISSION INFORMATION

- a. JANUARY 2023 PASSENGER AND AIR CARGO STATISTICS. No staff report attached. The January 2023 passenger count of 405,743 was down 16% compared to January 2020's passenger count. Also compared to January 2020, air carrier aircraft operations in January 2023 were down 5%, while cargo volume was down 33% at 5.9 million pounds.
- b. JANUARY 2023 GROUND TRANSPORTATION STATISTICS. No staff report attached. Staff will update the Commission on Ground Transportation activities for the month of January 2023.
- c. JANUARY 2023 PARKING REVENUE STATISTICS. No staff report attached. Staff will present parking revenue data for the month of January 2023.

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

**WEDNESDAY, MARCH 1, 2023**

A regular meeting of the Executive Committee was called to order on this date in the Airport Skyroom, 2627 N. Hollywood Way, Burbank, California, at 9:07 a.m., by Commissioner Gabel-Luddy.

**1. ROLL CALL**

<b>Present:</b>	Commissioners Gabel-Luddy and Williams
<b>Absent:</b>	Commissioner Najarian
<b>Also Present:</b>	Staff: Frank Miller, Executive Director John Hatanaka, Senior Deputy Executive Director  Authority Counsel: Terence Boga, Esq., Richards, Watson & Gershon  Roger Johnson, Senior Program Manager, Jacobs Project Management Co.; Brent Kelley, Principal Aviation Sector Leader, Corgan; Kevin Fauvell, HPTJV

**2. Approval of Agenda**

<b>Motion</b>	Commissioner Williams moved approval of the agenda; seconded by Commissioner Gabel-Luddy.
---------------	---

<b>Motion Approved</b>	The motion was approved (2–0, 1 absent).
------------------------	--

**3. Public Comment**

There were no public comments.

**4. Approval of Minutes**

<b>a. February 1, 2023</b>	Commissioner Williams moved approval of the Committee minutes of the February 1, 2023 meeting, seconded by Commissioner Gabel-Luddy. There being no objection, the motion was approved (2–0, 1 absent).
----------------------------	---

**5. Items for Discussion**

<b>a. Presentation of Preliminary Design Concepts – Replacement Passenger Terminal Project</b>	The Replacement Passenger Terminal Program Manager, Jacobs Project Management Co., and the Design-Build Architect, Corgan, presented to the Committee the preliminary concepts for the Replacement Passenger Terminal Project.
--	--

**6. Items for Information**

**a. Committee Pending Items**

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

**7. Adjournment**

There being no further business, the meeting was adjourned at 10:28 a.m.

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

**MONDAY, FEBRUARY 21, 2023**

A special meeting of the Finance and Administration Committee was called to order this date in the Airport Skyroom, 2627 N. Hollywood Way, Burbank, California, at 12:05 p.m., by Commissioner Ovrom.

**1. ROLL CALL**

**Present:** Commissioners Ovrom, Wilson and Quintero

**Absent:** NONE

**Also Present:** Staff: John Hatanaka, Senior Deputy Executive Director; Kathy David, Deputy Executive Director, Finance and Administration; Scott Kimball, Deputy Executive Director, Operations, Business and SMS; David Kwon, Director, Financial Services

Also present:  
Mr. Jim Wilkinson, Director, Columbia Threadneedle Investments (via Zoom conference)  
Mr. John Dempsey, Senior Portfolio Manager, Columbia Threadneedle Investments (via Zoom conference)

**2. Staff Announcement: AB 23**

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 in attendance is entitled to receive and shall be provided \$200.

**3. Approval of Agenda**

Agenda was approved as presented.

**4. Public Comment**

There were no public comments.

**5. Approval of Minutes**

**a. February 6, 2023**

A draft copy of minutes of the special meeting of February 6, 2023, were included in the agenda packet for review and approval.

**Motion**

Commissioner Quintero moved approval of the minutes; seconded by Commissioner Wilson.

**Motion Approved**

The minutes were approved as presented (3–0).

## 6. Items for Approval

### a. Fourth Amendment to the Wireless Communications License Agreement Between Burbank-Glendale-Pasadena Airport Authority and AWH Burbank Hotel, LLC dba Los Angeles Marriott Burbank Airport

Staff presented to the Committee for its recommendation to the Commission for approval a proposed Fourth Amendment to the Wireless Communications Agreement Between Burbank-Glendale-Pasadena Airport Authority and AWH Burbank Hotel, LLC dba Los Angeles Marriott Burbank Airport.

This Agreement extends the term for the placement of radio equipment on the roof of the Marriott which supports the Interagency Communication Interoperability system for the Airport.

#### Motion

Commissioner Quintero moved approval; seconded by Commissioner Wilson.

#### Motion Approved

The motion was approved (3–0).

## 7. Items for Discussion

### a. CTI Quarterly Investment Review (October 1, 2022 – December 31, 2022)

Staff introduced James Wilkinson and John Dempsey of Columbia Threadneedle Investments, the Authority's investment advisors, who participated via Zoom conference. Mr. Wilkinson and his colleague presented an update on the status of the Authority's Operating and Passenger Facility Charge Quarterly Investment Portfolio reports ended December 31, 2022.

#### Motion

Commissioner Wilson moved approval to note and file; seconded by Commissioner Quintero.

#### Motion Approved

The motion was unanimously approved (3–0).

### b. FY 2024 Budget Development Calendar

Staff presented to the Committee a proposed schedule for the development of the FY 2024 budget.

## 8. Items for Information

### a. Replacement Passenger Terminal Financing Update

Mr. Louis Choi of Public Resources Advisory Group briefed the Committee (via Zoom conference) on the Authority's status of financing activities for the Replacement Passenger Terminal.

### b. Committee Pending Items

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

## 9. Adjournment

There being no further business to discuss, the meeting was adjourned at 1:02 p.m.

*Approved on March 6, 2023*

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

**MONDAY, FEBRUARY 6, 2023**

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 11:36 a.m., by Commissioner Williams.

**1. ROLL CALL**

<b>Present:</b>	Commissioners Williams and Dyson
<b>Absent:</b>	Commissioner Najarian
<b>Also Present:</b>	Staff: Frank Miller, Executive Director; Patrick Lammerding, Deputy Executive Director, Planning and Development
	Authority Counsel: Terence R. Boga of Richards, Watson & Gershon

**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 Dyson moved approval of the agenda, seconded by Commissioner Williams. The motion was approved (2-0, 1 absent).

**4. Public Comment**

There were no public comments.

**5. Approval of Minutes**

**a. December 19, 2022**

A draft copy of the December 19, 2022 Committee minutes was included in the agenda packet for review and approval.

**Motion**

Commissioner Dyson moved approval of the minutes of the December 19, 2022 meeting, seconded by Commissioner Williams.

**Motion Approved**

There being no objection, the motion was approved (2-0, 1 absent).



## **6. Items for Information**

### **a. Electric Vertical Take-Off and Landing Aircraft**

Staff provided information regarding progress in a new category of aircraft and potential disruption of the current air and ground transportation model that has generated significant interest from the private industry and launched a form of air transportation commonly termed Urban Air Mobility ("UAM"). The various types of aircraft involved are often referred to as Electric Vertical Take-Off and Landing ("eVTOL"). These new designs have the potential to enhance mobility throughout metropolitan areas but may result in unanticipated demand effects for airports and communities.

The potential for eVTOLs to become a viable transportation mode in metropolitan areas exists but is contingent on the development of the technology, new regulatory guidance from the FAA, and community acceptance. Recent progress has been made in all three of these areas, but it is not possible at this time to provide a forecast of the timeframe for this service to begin, the level of demand for the service, or the long-range impacts on airports.

### **b. Committee Pending Items**

Staff updated the Committee on future pending items.

## **7. Adjournment**

There being no further business, the meeting adjourned at 12:01 p.m.

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

**MONDAY, MARCH 6, 2023**

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

**1. ROLL CALL**

**Present:** Commissioners Gabel-Luddy, Williams,  
Najarian, Devine, Ovrom, Hampton, Dyson, Wilson,  
Quintero

**Absent:** None

**Also Present:** Staff: Frank Miller, Executive Director;  
John Hatanaka, Senior Deputy Executive Director;  
Scott Kimball, Deputy Executive Director, Operations,  
Business, & SMS

Also Present:  
Terence Boga, Esq., Authority General Counsel,  
Richards Watson Gershon

Brent Kelley, Principal Aviation Sector Leader, Corgan

Roger Johnson, Senior Program Manager, Jacobs  
Program Management Co.

**2. PLEDGE OF ALLEGIANCE**

Commissioner Najarian led the Pledge of Allegiance.

**3. APPROVAL OF AGENDA**

The agenda was approved as presented.

**MOTION**

Commissioner Dyson moved approval of agenda;  
seconded by Commissioner Najarian.

**MOTION APPROVED**

There being no objection, the motion was approved  
(9-0).

AYES: Commissioners Gabel-Luddy, Williams,  
Najarian, Devine, Ovrom, Hampton, Dyson,  
Wilson, Quintero

NOES: NONE

ABSENT: NONE

4. **PUBLIC COMMENT** *(The public comment period is the opportunity for members of the public to address the Commission on agenda items and on airport-related non-agenda matters that are within the Commission’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.)*

Kim, Studio City

5. **CONSENT CALENDAR**

**(Includes Minutes. Items on the Consent Calendar are generally routine in nature and may be acted upon by one motion unless removed for separate consideration.)**

a. **Committee Minutes (For Note and File)**

1) **Executive Committee**

(i) **February 1, 2023**

Approved minutes of the February 1, 2023, Executive Committee meeting were included in the agenda packet for information purposes.

2) **Finance and Administration Committee**

(i) **February 6, 2023**

Approved minutes of the February 6, 2023, Finance and Administration Committee meeting were included in the agenda packet for information purposes.

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

1) **February 21, 2023**

A copy of the draft minutes of the February 21, 2023, Commission special meeting were included in the agenda packet for review and approval.

c. **Fourth Amendment to the Wireless Communications License Agreement Between Burbank-Glendale-Pasadena Airport Authority and AWH Burbank Hotel, LLC dba Los Angeles Marriott Burbank Airport**

At its special meeting on February 21, 2023, the Finance and Administration Committee voted unanimously (3–0) to recommend that the Commission approve the Fourth Amendment (“Amendment”) to the Wireless Communications License Agreement (“Agreement”) Between Burbank-Glendale-Pasadena Airport Authority and AWH Burbank Hotel, LLC dba Los Angeles Marriott Burbank Airport. This Amendment extends the term of the Agreement for the placement of radio equipment on the roof of the Marriott which supports the Interagency Communication Interoperability system for the Burbank-Glendale-Pasadena Airport Authority.

**MOTION**

Commissioner Quintero moved approval of the Consent Calendar; seconded by Commissioner Williams.

**MOTION APPROVED**

There being no objection, the motion was approved (9–0).

AYES: Commissioners Gabel-Luddy, Williams, Najarian, Devine, Ovrom, Hampton, Dyson, Wilson, Quintero

NOES: NONE

ABSENT: NONE

**6. ITEMS FOR COMMISSION APPROVAL**

**a. Direction on Restart or Termination of ADK Consulting, Inc., Contract for Organizational Governance Structure Study**

At the February 21, 2023, Commission special meeting a request was made by Commissioner Ovrom for an update on the status of the ADK Consulting, Inc., professional services agreement (“PSA”) for an organizational governance structure evaluation.

Due to the pandemic, and at the direction of the Legal, Government and Environmental Affairs Committee (“Committee”), the PSA with ADK was suspended.

On February 16, 2021, the Committee unanimously voted to direct staff to agendize an item for the Commission to consider restarting the PSA with ADK. The consensus was to restart the contract effective July 1, 2021. ADK has yet to restart its work.

After further discussion, the decision was made to refer this matter back to the Committee for additional review and report back to the Commission in 6 months.

**MOTION**

Commissioner Dyson moved approval of this item; seconded by Commission Williams.

**MOTION APPROVED**

There being no objection, the motion was approved (9–0).

AYES: Commissioners Gabel-Luddy, Williams, Najarian, Devine, Ovrom, Hampton, Dyson, Wilson, Quintero

NOES: NONE

ABSENT: NONE

## 7. ITEMS FOR COMMISSION DISCUSSION

### a. Presentation of Preliminary Design Concepts – Replacement Passenger Terminal Project

The Replacement Passenger Terminal Program Manager, Jacobs Project Management Co., and the Design-Build Architect, Corgan, presented to the Commission the preliminary concepts for the Replacement Passenger Terminal Project.

This same presentation was made to the Executive Committee at its meeting on February 1, 2023.

## 8. CLOSED SESSION

The meeting convened to Closed Session at 10:50 a.m.

### 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)

### b. CONFERENCE WITH LABOR NEGOTIATOR (California Government Code Section 54957.6)

Authority Representatives: Frank R. Miller, Executive Director

Unrepresented Employee: Director of Public Safety/Chief of Police

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

Title: Director of Public Safety/Chief of Police

#### Meeting Reconvened to Open Session

The meeting was reconvened to open session at 11:15 a.m. with seven (7) Commissioners present.

#### Closed Session Report

There was nothing to report from Closed Session.

## 9. ITEMS PULLED FROM CONSENT CALENDAR

No items were presented.

## 10. EXECUTIVE DIRECTOR COMMENTS

The Executive Director responded to a callers' comment that he had been "banned" or "blocked" from the BGPAA social media website in response to posts. The Airport has a policy that states "off-color" or "off-topic" comments made to the Airport's social media website on more than three occasions are blocked. The caller has discovered a way to circumvent the "block" and continues to post such inappropriate comments.

If the public wishes to make comments, they are encouraged to send an email to [Answers@bur.org](mailto:Answers@bur.org).

**11. COMMISSIONER COMMENTS**

**(Commissioners may make a brief announcement, make a brief report on their activities, and request an agenda item for a future meeting.)**

Commissioner Gabel-Luddy requested clarification on the source of funding the Airport has received for the Replacement Passenger Terminal. Staff responded to this request.

Commissioner Dyson commented on the technical difficulties experienced while attending the Executive Committee meeting.

**12. PUBLIC COMMENT**

There were no public comments.

**13. ADJOURNMENT**

The meeting was adjourned at 11:25 a.m.

---

Emily Gabel-Luddy, President

---

Ara Najarian, Secretary

---

Date

---

Date

**STAFF REPORT PRESENTED TO THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
APRIL 3, 2023**

**ANNUAL REVIEW AND ADJUSTMENT OF  
NOISE VIOLATION FINES**

Prepared by Kyle Porter  
Manager, Noise & Environmental Affairs

**SUMMARY**

At its special meeting on March 6, 2023, the Legal, Government and Environmental Affairs Committee (“Committee”) voted (2–0, 1 absent) to recommend that the Commission authorize an increase to the noise fines associated with certain restricted operations as detailed in Airport Noise Rules 8 and 9 as described below, in accordance with the annual adjustment of noise violation fines required by Resolution No. 382.

**BACKGROUND**

Resolution No. 382 was adopted by the Commission on March 20, 2003. It requires noise violation fines contained in Airport Noise Rules 8 and 9 to be adjusted annually for inflation based on percentage changes in the Consumer Price Index (“CPI”). The January index is used to calculate the annual adjustment and the new rates become effective each April 1<sup>st</sup>.

Rule 8 prohibits the following activities between 10 p.m. and 7 a.m.

- Intersection takeoffs
- “Touch and go” landings
- Maintenance run-ups
- Flight training operations
- Practice approaches

The current first-time fine is \$1,738 and the fine for subsequent violations is \$2,524.

Rule 9 prohibits the operation of certain “noisy” aircraft (determined pursuant to FAA classifications) between 10 p.m. and 7 a.m. The current fine for each violation is \$5,055.

The 2012 FAA Modernization and Reform Act required owners/operators of aircraft that weigh less than 75,000 pounds that do not meet FAA Stage 3 noise levels to modify or retire their aircraft by December 31, 2015. This statute has been fully implemented; however, existing Airport Noise Rules include weight limits provided by Gulfstream that are necessary, in addition to Stage 3 hush kits, for their Models G-IIIB and G-III aircraft to be in compliance. Currently there are no Gulfstream III aircraft based out Hollywood Burbank Airport. However, Rule 9 also applies to all itinerant aircraft operations with this model aircraft.

In 2022, Staff investigated 1 nighttime operation from a general aviation operator for suspected violation. After further investigation, it was determined to be in compliance with

the Airport Noise Rules as it did not exceed the gross weight limit of 55,500 for a G-III aircraft operating during the nighttime hours.

#### JANUARY CPI INDEX LEVEL

The January 2023 CPI for All Urban Consumers in the Los Angeles, Long Beach and Anaheim area is 318.59 according to the U.S. Bureau of Labor Standards. This level represents an approximate increase of 5.8% when compared to the January 2022 index reading of 301.21. Applying this CPI value to the current fines results in the following revised fines levels for Rule 8 and Rule 9 violations:

- Rule 8: \$1,839 (first violation)
- Rule 8: \$2,670 (subsequent violations)
- Rule 9: \$5,348 (each violation)

#### RECOMMENDATION

At its special meeting on March 6, 2023, the Committee voted (2–0, 1 absent) to recommend that the Commission authorize that the monetary fines for violations of Airport Noise Rules 8 and 9 be adjusted as detailed in this staff report.



**STAFF REPORT PRESENTED TO THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
APRIL 3, 2023**

**FOURTH AMENDMENT TO GROUND LEASE  
MV TRANSPORTATION, INC.**

Prepared by:  
Derrick Cheng, Senior Property Specialist

**SUMMARY**

At its special meeting held on March 24, 2023, the Finance and Administration Committee (“Committee”) voted unanimously (3–0) to recommend that the Commission approve a proposed Fourth Amendment to Ground Lease (“Fourth Amendment”), copy attached, with MV Transportation Inc. (“MV”). The proposed Fourth Amendment will accommodate logistics associated with the Replacement Passenger Terminal (“RPT”) Project by relocating MV from its current location on the northeast corner of the Airport to the south end of Lot A next to the FAA Air Traffic Control Tower.

**BACKGROUND**

In 2011, the City of Burbank (“City”) awarded a contract to MV to operate its “BurbankBus” service. BurbankBus provides public transit service to various locations within Burbank including a stop on Hollywood Way and Thornton serving the Airport.

On October 1, 2011, the Authority entered into a Ground Lease (“Lease”) with MV Transportation for 11,762 square feet of paved space on the northeast quadrant of the Airport for the BurbankBus operation.

The Lease has been extended several times through the years, most recently through a Third Amendment which amended the Lease to provide for a month-to-month term.

To satisfy the need for support space for the RPT Project, the proposed Fourth Amendment will relocate MV to the south end of Lot A. This relocation will provide logistic space for the RPT Project while allowing MV to continue its daily BurbankBus operation.

**DETAILS**

The key components of the proposed Fourth Amendment are as follows:

Use:	Parking and storage of buses used in the operation of the City’s BurbankBus service. Servicing of vehicles is prohibited.
Premises:	7,922 square feet of paved space inside the south end of Lot A
Term:	Month-to-Month
Termination:	Either party shall have the right to terminate the Agreement at any time, with or without cause, by delivering to the other party at least thirty (30) days’ prior written notice.

Rent: \$1,822.06 per month

Adjustments: Annual adjustments at 120% of CPI not to exceed 6% will occur on the anniversary date of the Lease.

#### BUDGET IMPACT

The proposed Fourth Amendment will annually reduce revenues by \$10,080.35. However, the relocation allows MV to continue its daily BurbankBus operation and still provide a reduced level of revenue to the Authority.

#### RECOMMENDATION

At its special meeting held on March 24, 2023, the Committee voted unanimously (3–0) to recommend that the Commission approve the proposed Fourth Amendment with MV and authorize the President to execute same.

#### FOURTH AMENDMENT TO GROUND LEASE

This FOURTH AMENDMENT TO GROUND LEASE (this "Fourth Amendment") is dated as of \_\_\_\_\_, 202\_\_ and is entered into by and between the BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY, a public entity formed under a joint exercise of powers agreement among the Cities of Burbank, Glendale and Pasadena, California, pursuant to the California Joint Exercise of Powers Act ("Landlord"), and MV TRANSPORTATION, INC., a California corporation ("Tenant").

#### RECITALS

A. Landlord and Tenant entered into a Ground Lease dated October 1, 2011 and amended it by a First Amendment to Ground Lease dated September 15, 2014, a Second Amendment to Ground Lease dated September 19, 2016 and a Third Amendment to Ground Lease dated November 16, 2020 (the "Lease"). Capitalized terms used but not defined herein shall have the meaning set forth in the Lease.

B. Landlord and Tenant desire to relocate the Leased Premises within the Airport.

THEREFORE, in consideration of the foregoing recitals, the mutual terms set forth below, and other consideration, the sufficiency of which is hereby acknowledged, the parties hereto hereby agree as follows:

1. Relocation. Prior to January 14, 2023, Tenant shall, at Tenant's cost and expense, relocate/move from the existing Leased Premises ("Cohasset Lot") to the premises described on Exhibit "A" hereto. The premises described on Exhibit "A" shall become the "Leased Premises" under the Lease upon entry by Tenant for purposes of moving, but the Lease shall continue to apply to the Cohasset Lot until the move is complete, whereupon the Lease shall no longer apply to the Cohasset Lot (except for obligations of Tenant that arise prior to completion of the move).

2. CASp Statement. The following applies to the new Leased Premises:

The subject leased premises have not been inspected by a Certified Access Specialist (CASp). A Certified Access Specialist (CASp) can inspect the subject premises and determine whether the subject premises comply with all of the applicable construction-related accessibility standards under state law. Although state law does not require a CASp inspection of the subject premises, the commercial property owner or lessor may not prohibit the lessee or tenant from obtaining a CASp inspection of the subject premises for the occupancy or potential occupancy of the lessee or tenant, if requested by the lessee or tenant. The parties shall mutually agree on the arrangements for the time and manner of the CASp inspection, the payment of the fee for the CASp inspection, and the cost of making any repairs necessary to correct violations of construction-related accessibility standards within the premises.

Landlord, and Tenant hereby agree, however, that Landlord shall not bear the cost of any such inspections or repairs, it being the intent and agreement of Landlord and Tenant that any such repairs must be performed by Tenant.

3. Monthly Rent. As of \_\_\_\_\_, the Monthly Rent for the new Leased Premises shall be \$1,822.06, and Monthly Rent for the Cohasset Lot shall cease. Such Monthly Rent shall be adjusted on each anniversary of such date in accordance with Section 3.1.2 of the Lease.

IN WITNESS WHEREOF, this Fourth Amendment has been executed as of the date first written above.

**LANDLORD:**

BURBANK-GLENDALE-PASADENA  
AIRPORT AUTHORITY, a public entity

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

APPROVED AS TO FORM:

RICHARDS, WATSON & GERSHON,  
a professional corporation, counsel to  
Landlord

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**TENANT:**

MV TRANSPORTATION, INC.,  
a California corporation

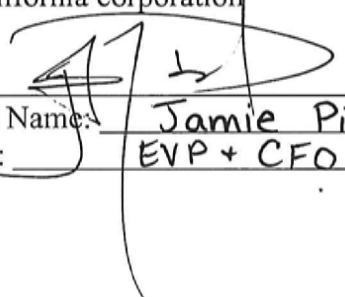
By:  \_\_\_\_\_  
Print Name: Jamie Pierson  
Title: EVP + CFO

EXHIBIT "A"

DIAGRAM OF NEW LEASED PREMISES

(Attached.)





**STAFF REPORT PRESENTED TO THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
APRIL 3, 2023**

**CORE NETWORK SWITCHES – REPLACEMENT AND  
INSTALLATION SERVICES FOR PRIMARY & DVSS NETWORKS**

Prepared by  
Kimberley Parker-Polito  
Director, Information & Communication Technologies

**SUMMARY**

Subject to the recommendation of the Operations and Development Committee (“Committee”) at its meeting immediately preceding the Commission meeting, Staff seeks Commission approval to purchase and install two model C9500 Cisco Catalyst Network Switches and two model C9300 Cisco Catalyst Network Switches, which will replace four current Cisco Catalyst 4500 Series switches that have reached their end of life and are no longer supported by the manufacturer.

The proposed cost for the acquisition and installation of these network switches is \$136,145.85 plus an additional 10% project contingency amount of \$15,000 for a total of \$151,145.85.

**BACKGROUND**

Currently, the Authority’s Primary and DVSS Core Networks reside on four end-of-life switches manufactured by Cisco which were installed in 2008. Two of the switches reside on one side of the Airport, with two residing on another side to provide failover capability. Each switch provides the core routing and security of the Primary and DVSS networks. These current Cisco Catalyst 4500 Series switches are no longer supported by their manufacturer and therefore require replacement to ensure the Authority’s network stability.

**REQUEST FOR PROPOSALS**

Staff received bids to acquire the Core Network Switches from the following vendors:

• HYE TECH NETWORKS	\$101,145.85
• CDW-G	\$123,717.25
• ITO SOLUTIONS	\$129,371.36
• CONNECTIONS	\$133,745.03

**PROFESSIONAL SERVICES**

The installation and configuration of the Cisco Catalyst C9300 and C9500 Network Switches will be performed by the Information & Communications Technologies (“ICT”) Department. Staff will be supported by Vigilant Technologies, the current ICT professional services vendor providing staff augmentation and support of ongoing technology initiatives on a time and materials basis.

The cost for this outside support is estimated not to exceed \$35,000 for the installation of the four switches.

#### CONTINGENCY

Staff recommends an approximate 10% contingency of \$15,000 to cover any additional costs for unforeseen circumstances that may be incurred during the course of the installation.

#### BUDGET IMPACT

Funding for this project is included in the adopted FY 2023 budget appropriations for the Core Switch Replacements in the amount of \$175,000.

The total cost for replacement of the Primary and DVSS Core Switches is summarized as follows:

Acquisition of Building 10 and 36 Network Switches:	\$101,145.85
Installation and configuration four switches:	35,000.00
Contingency:	<u>15,000.00</u>
Total:	<u>\$151,145.85</u>

#### RECOMMENDATION

Subject to the recommendation of the Committee at its meeting immediately preceding the Commission meeting, Staff seeks Commission approval to authorize the Executive Director to issue a purchase order to Hye Tech Networks for the acquisition of two Cisco C9500 and two Cisco C9300 Catalyst Network Switches in the total amount of \$101,145.85, with outside installation support from Vigilant Technologies in the amount of \$35,000 and a 10% project contingency amount of \$15,000 for a total of \$151,145.85.





HyeTech Network & Security Solutions, LLC.  
10235 S. 51st Street #120  
Phoenix, AZ 85044

**Bill To:**  
Bob Hope Airport (Burbank)  
Kimberly Parker-Polito  
2627 N Hollywood Way  
Burbank, CA 91505

**Ship To:**  
Bob Hope Airport (Burbank)  
Kimberly Parker-Polito  
2627 N Hollywood Way  
Burbank, CA 91505

**Date:** March 30, 2023  
**Quotation #:** 1327-001  
**Customer ID:** 1327  
**Prepared by:** Jorge Alonzo  
**Quotation valid until:** April 14, 2023  
**Project Detail:** Burbank Airport Core Refresh

## Products:

Part	Description	Term	List Price	Unit Price	Qty	Ext. Price
<b>C9500-48Y4C-A</b>	9500 48PT 25/100G ONLY ADVANTAGE	---	\$28,637.65	\$12,886.94	2	\$25,773.88
CON-SNTP-C9504YA4	SNTC-24X7X4 9500 48PT 25/100G ONLY ADV	36	\$9,849.00	\$7,386.75	2	\$14,773.50
C9K-PWR-650WAC-R	650W AC CONFIG 4 POWER SUPPLY FRONT TO B	---	\$0.00	\$0.00	2	\$0.00
C9K-PWR-650WAC-R/2	650W AC CONFIG 4 P/S FRONT TO BACK COOL	---	\$2,663.25	\$1,198.46	2	\$2,396.92
C9K-T1-FANTRAY	CATALYST 9500 TYPE 4 FRONT TO BACK COOLI	---	\$0.00	\$0.00	4	\$0.00
C9500-NW-A	C9500 NETWORK STACK, ADVANTAGE	---	\$0.00	\$0.00	2	\$0.00
SC9500HUK9-176	CISCO CATALYST 9500H XE.17.6 UNIVERSAL	---	\$0.00	\$0.00	2	\$0.00
CAB-CONSOLE-USB	CTO 6FT CONS CBL W/ USB TYPE A & MINI B	---	\$118.29	\$53.23	2	\$106.46
C9500-DNA-48Y4C-A	C9500 DNA ADVANTAGE, TERM LICENSE	---	\$0.00	\$0.00	2	\$0.00
C9500-DNA-A-3Y	CATALYST 9500 DNA ADVANTAGE 3YR LIC	36	\$14,312.91	\$6,440.81	2	\$12,881.62
PI-LFAS-T	PRIME INFRASTRUCTURE LIFECYCLE & ASSURAN	---	\$0.00	\$0.00	6	\$0.00
PI-LFAS-AP-T-3Y	PI DEV LIC FOR LIFECYCLE & ASSURANCE TER	---	\$0.00	\$0.00	6	\$0.00
NETWORK-PNP-LIC	NETWORK PLUG-N-PLAY CONNECT FOR ZERO-TOU	---	\$0.00	\$0.00	2	\$0.00
CAB-9K12A-NA	CTO PWR CORD 125VAC 13A NEMA 5-15 PLUG N	---	\$0.00	\$0.00	4	\$0.00
C9K-F1-SSD-BLANK	CISCO PLUGGABLE SSD STORAGE	---	\$0.00	\$0.00	2	\$0.00
C9500-SSD-NONE	NO SSD CARD SELECTED	---	\$0.00	\$0.00	2	\$0.00
<b>C9300-48T-E</b>	CATALYST 9300 48PT DATA ONLY NTKW ESSENT	---	\$9,915.99	\$4,462.20	2	\$8,924.40
CON-3SNTP-C930048E	3YR SNTC 24X7X4 CATALYST 9300 48PT DATA	36	\$3,412.99	\$2,559.74	2	\$5,119.48
C9300-NW-E-48	C9300 NETWORK ESSENTIALS, 48-PORT LICENS	---	\$0.00	\$0.00	2	\$0.00
SC9300UK9-176	CISCO CATALYST 9300 XE 17.6 UNIVERSAL UN	---	\$0.00	\$0.00	2	\$0.00
PWR-C1-350WAC-P	350W AC 80+ PLATINUM CONFIG 1 POWER SUPP	---	\$0.00	\$0.00	2	\$0.00
PWR-C1-350WAC-P/2	350W AC 80+ PLATINUM CONFIG 1 SECONDARY	---	\$768.88	\$346.00	2	\$692.00
CAB-TA-NA	AC TYPE A PWR CBL NORTH AMERICA	---	\$0.00	\$0.00	4	\$0.00
C9300-SSD-NONE	NO SSD CARD SELECTED	---	\$0.00	\$0.00	2	\$0.00
CAB-CONSOLE-USB	CTO 6FT CONS CBL W/ USB TYPE A & MINI B	---	\$118.29	\$53.23	2	\$106.46
C9300-STACK-NONE	NO STACK CABLE SELECTED	---	\$0.00	\$0.00	2	\$0.00
C9300-SPWR-NONE	NO STACK POWER CABLE SELECTED	---	\$0.00	\$0.00	2	\$0.00
C9300-DNA-E-48	C9300 DNA ESSENTIALS 48PT TERM LIC	---	\$0.00	\$0.00	2	\$0.00
C9300-DNA-E-48-3Y	C9300 DNA ESSENTIAL 48PT 3YR TERM LIC	36	\$1,324.83	\$596.17	2	\$1,192.34
C9300-NM-2Y	CATALYST 9300 2 X 25GE NTKW MOD	---	\$3,029.37	\$1,363.22	2	\$2,726.44

Products:

Part	Description	Term	List Price	Unit Price	Qty	Ext. Price
NETWORK-PNP-LIC	NETWORK PLUG-N-PLAY CONNECT FOR ZERO-TOU	---	\$0.00	\$0.00	2	\$0.00
<b>SFP-10/25G-LR-S=</b>	10/25GBASE-LR SFP28 MODULE	---	\$2,774.19	\$1,248.39	6	\$7,490.34
<b>SFP-10/25G-CSR-S=</b>	DUAL RATE 10/25GBASE-CSR SFP MOD	---	\$1,295.26	\$582.87	4	\$2,331.48
<b>QSFP-100G-LR-S=</b>	100G QSFP28 100G-LR 10KM SMF DUPLEX L	---	\$4,014.98	\$1,806.74	4	\$7,226.96
Subtotal:						<b>\$91,742.28</b>

Quote Summary	Amount
Products:	\$91,742.28
Subtotal:	<b>\$91,742.28</b>
Estimated Tax:	<b>\$9,403.57</b>
Total:	<b>\$101,145.85</b>



## Terms & Conditions:

### Invoicing & Payment

Unless otherwise stated in an SOW, exhibit, or definitive agreement, Hye Tech shall invoice Customer on a project basis. Customer shall pay Hye Tech within thirty (30) calendar days from the date of invoice for any of the Services and expenses provided or incurred hereunder. Hye Tech may charge Customer interest and late fees on any overdue and unpaid portion of the Fees in an amount equal to one and one half percent (1.5%) per month. All payments shall be made in U.S. dollars. In the event Customer disputes any Fees, Customer shall pay any undisputed portion of the invoice containing the disputed Fees.

### Suspension

In the event of non-payment of any Fees or other fees payable within forty-five (45) days from the date of invoice, HT may, in addition to any other rights and remedies it may have, suspend Customer's access to the Products and Services.

**STAFF REPORT PRESENTED TO THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
APRIL 3, 2023**

**AWARD OF CONSTRUCTION CONTRACT FOR PARKING LOT RECONFIGURATION  
CIVIL WORK AND APPROVAL OF ASSOCIATED VENDOR WORK  
AND CEQA EXEMPTION DETERMINATION  
PROJECT NUMBER (E22-13)**

Prepared by  
Stephanie Gunawan-Piraner,  
Director, Engineering and Maintenance

**SUMMARY**

Subject to the recommendation of the Operations and Development Committee (“Committee”) at its meeting immediately preceding the Commission meeting, Staff seeks Commission approval to:

- i) Award a construction contract in the amount of \$226,190 to Geronimo Concrete, Inc.;
- ii) Approve a project budget for Parking and Revenue Control Equipment, DVSS Cameras, Access Control Equipment, and Networking Cable Installation in the amount of \$173,627;
- iii) Authorize a project budget for Construction Management, Field Oversight, and Contract Administration for a not-to-exceed amount of \$35,000;
- iv) Authorize a project contingency of \$60,000; and,
- v) Approve the CEQA exemption determination.

**BACKGROUND**

In November 2022, the Commission approved the first phase (Phase 1) implementation of the parking lot reconfiguration work that would convert a portion of the valet parking area to a self-serve parking area, to be identified as Lot F. Lot F will have 434 spaces, which would include seven (7) Americans with Disabilities Act (ADA) accessible spaces. This lot is a 3-to-5-minute walking distance to the terminal and uses revenue control technology deployed by Skidata, the Authority’s current parking access control systems vendor. Vehicles would enter from Avenue A and exit via Avenue B.

The parking lot reconfiguration is intended to mitigate the impacts from the anticipated closures of the Lot A public parking facility with 1,592 spaces and the adjoining employee parking lot with 567 spaces due to the development of the Replacement Passenger Terminal. The closure of Lot A and the employee lot is anticipated in the second half of FY 2024.

The November 2022 approval from the Commission awarded a construction contract to ISSA Electrical, Inc., to carry out the underground electrical infrastructure improvements at

the project site. The Phase 1 work was completed in February 2023 by the contractor as a standalone project.

To complete the project, Staff bid the remaining scope of work (Phase 2), which includes the civil portion of the work, including but not limited to fencing, paving, curbs, striping, and signage. The parking revenue control, security access control systems, and network cable installation will be provided by current vendors, and therefore were not included as part of the work that was bid out. Two bids were received in response to the posted Request for Bids ("RFB").

- Geronimo Concrete, Inc. \$226,190
- Excel Paving DBA Palp, Inc. \$417,846

Bids were reviewed and determined to be responsive. As the low bidder, Geronimo Concrete, Inc. is being recommended for award of a construction contract and its scope of work represents elements that are not already under contract by a specific airport vendor. Those additional vendors and their scope of work is described under "Projected Costs".

#### PROJECTED AND INCURRED COSTS

##### Phase 1 –

Electrical – ISSA Electric, Inc.	\$ 105,000
Construction Management and Contract Administration	\$ 10,000
Project Contingency	\$ 13,000

Phase 2 – The remaining work includes paving, concrete curbs, irrigation and fencing modifications, signage, security, and access control systems. The costs for these elements were bid or proposed separately by trade.

The estimated costs for Phase 2 are as follows:

Site Civil Work, including paving, concrete curbs, irrigation, fencing modifications, striping, and signage	\$ 226,190
Parking Revenue Control – Skidata (current vendor)	\$ 86,627
Digital Video Security System – SAS (current vendor)	\$ 30,000
Access Control – Securitech (current vendor)	\$ 22,000
Network Cable Installation (current vendor)	\$ 35,000
Construction Management and Administration	\$ 35,000
Contingency for unforeseen items	<u>\$ 60,000</u>

<b>Total</b>	<b><u>\$ 622,817</u></b>
--------------	--------------------------

#### FUNDING

The adopted FY 2023 Facility Improvement Program budget includes \$575,000 in appropriations for this project. Due to bids received being higher than originally anticipated and due to escalating costs from current vendors for the security, access control, and parking revenue control systems, the project total estimated cost above exceeds the

-2-

FY 2023 budget by \$47,817. As the project is slated for completion in the next fiscal year, the project carryover cost (\$175,000) will be reprogrammed in the upcoming proposed FY 2024 budget.

### SCHEDULE

Phase 1 work was completed in February 2023. Staff anticipates Phase 2 work to commence shortly after the award and execution of the Construction Agreement with an anticipated opening of the new lot in Summer 2023.

### ENVIRONMENTAL REVIEW

Staff has reviewed the CEQA guidelines regarding exemptions applicable to the project and determined that the Project is exempt pursuant to the Class 1 categorical exemption (14 C.C.R. § 15301). Among other things, that exemption covers minor alteration of existing facilities involving no expansion of existing use.

### OPERATIONAL IMPACTS

Construction will be coordinated with the valet operator to minimize impact to the valet operations and the work which impacts traffic on Avenues A and B will be completed at night to minimize impacts to the airport vehicular traffic.

### RECOMMENDATION

Subject to the recommendation of the Committee at its meeting immediately preceding the Commission meeting, Staff seeks Commission approval to approve the CEQA exemption determination and approve Phase 2 of the proposed Lot F development with an award of a Construction Agreement in the amount of \$226,190 to Geronimo Concrete, Inc. with a project budget of \$173,627 for Parking and Revenue Control Equipment, DVSS Cameras, Access Control Equipment, and Networking Cable Installation, and a budget of \$35,000 for construction management, field oversight, and contract administration, and project contingency for unforeseen items of \$60,000.

## CONSTRUCTION AGREEMENT

(Burbank-Glendale-Pasadena Airport Authority/Geronimo Concrete, Inc)

THIS CONSTRUCTION AGREEMENT ("Agreement") is dated \_\_\_\_\_, 2023, for reference purposes and is executed by the Burbank-Glendale-Pasadena Airport Authority, a California joint powers agency ("Authority") and Geronimo Concrete, Inc, a California Corporation ("Contractor"). Contractor's CSLB license number is 770018. Contractor's DIR registration number is 1000011079.

In consideration of the mutual covenants hereinafter set forth, the parties agree as follows:

1. Contract Documents. The Contract Documents consist of this Agreement, the Notice Inviting Bids, the Instructions to Bidders, the Bid (including documentation accompanying the Bid and any post-Bid documentation submitted before the Notice of Award), the Bonds, permits from regulatory agencies with jurisdiction, General Provisions, Special Provisions, Federal Provisions (Non-AIP Projects), Plans, Standard Plans, Standard Specifications, Reference Specifications, Addenda, Change Orders, and Supplemental Agreements to the extent attached to this Agreement. Such attachments are incorporated herein by reference.
2. Scope of Services. Contractor shall perform the Work in a good and workmanlike manner for the project identified as Parking Lot Reconfiguration Civil ("Project"), as described in this Agreement and in the Contract Documents.
3. Compensation. In consideration of the services rendered hereunder, Authority shall pay Contractor a not to exceed amount of Two Hundred Twenty-Six Thousand and One Hundred Ninety Dollars and Zero Cent. Dollars (\$226,190.00) in accordance with the prices as submitted in the Bid.
4. Incorporation by Reference. All of the following documents are attached hereto and incorporated herein by reference: Workers' Compensation Certificate of Insurance, Additional Insured Endorsement (Comprehensive General Liability), Additional Insured Endorsement (Automobile Liability), and Additional Insured Endorsement (Excess Liability).
5. Antitrust Claims. In entering into this Agreement, Contractor offers and agrees to assign to Authority all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Business and Professions Code Section 16700 et seq.) arising from purchases of goods, services, or materials pursuant to this Agreement. This assignment shall be made and become effective at the time Authority tenders final payment to Contractor without further acknowledgment by the parties.
6. Prevailing Wages. Authority and Contractor acknowledge that the Project is a "public works project" within the scope of the Prevailing Wage Law (Labor Code Section 1720 et seq.).
7. Workers' Compensation. Labor Code Sections 1860 and 3700 provide that every contractor will be required to secure the payment of compensation to its employees. In accordance with the provisions of Labor Code Section 1861, by signing this Agreement, Contractor certifies as follows:

"I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will

comply with such provisions before commencing the performance of the work of this contract."

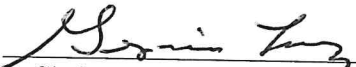
8. Execution Warranty. Any person executing this Agreement on behalf of Contractor warrants and represents that he or she has the authority to execute this Agreement on behalf of Contractor and has the authority to bind Contractor to the performance of its obligations hereunder.

9. Entire Agreement. This Agreement, including the Contract Documents and any other documents incorporated herein by specific reference, represents the entire and integrated agreement between Authority and Contractor related to the Project. This Agreement supersedes all prior oral or written negotiations, representations or agreements related to the Project. This Agreement may not be modified or amended, nor any provision or breach waived, except in a writing signed by both parties that expressly refers to this Agreement.

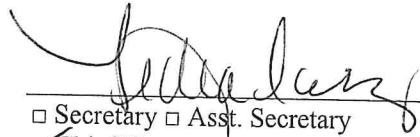
10. Counterparts. This Agreement may be executed in counterpart originals, duplicate originals, or both, each of which is deemed to be an original for all purposes.

**TO EFFECTUATE THIS AGREEMENT**, the parties have executed this Agreement by causing their duly authorized representatives to sign below.

**Geronimo Concrete, Inc.**  
4560 Huntington Drive N.  
Los Angeles, CA 90032



☐ Chairman ☐ 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**  
2627 N. Hollywood Way  
Burbank, CA 91505

\_\_\_\_\_  
Emily Gabel-Luddy, President

Approved as to from:

\_\_\_\_\_  
Richards, Watson & Gershon  
A Professional Corporation



## ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
County of Los Angeles

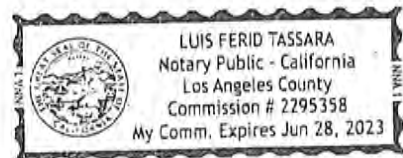
On March 22, 2023 before me, Luis Ferid Tassara, Notary Public  
(insert name and title of the officer)

personally appeared Gerardo Lopez Aguirre and Lidia Lopez  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are  
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in  
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the  
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing  
paragraph is true and correct.

WITNESS my hand and official seal.

Signature  (Seal)



**STAFF REPORT PRESENTED TO THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
APRIL 3, 2023**

**AWARD OF PURCHASE ORDER  
PORTABLE RADIO REPLACEMENT  
MOTOROLA SOLUTIONS, INC.**

Prepared by Patrick Lammerding  
Deputy Executive Director, Planning and Development

**SUMMARY**

Subject to the recommendation of the Operations and Development Committee ("Committee") at its meeting immediately preceding the Commission meeting, Staff seeks Commission approval to authorize the acquisition of replacement portable radio equipment from Motorola Solutions, Inc. ("Motorola"). The proposed acquisition is for the replacement of handheld Motorola portable radios, which currently are used by the Airport Maintenance Department ("Maintenance") and have reached the end of their useful life, with thirty-eight (38) Motorola APX 900 series radios. The total cost for the replacement radios, programming, and ancillary accessories is \$136,961.16.

**BACKGROUND**

The portable radios currently used by the Maintenance personnel have reached the end of their useful life and are no longer supported by Motorola for repairs or service. The proposed Motorola APX 900 model radio will maintain communication interoperability with the radios in use by Airport Operations, Police, and Fire Departments.

Interoperable communication equipment is required by Maintenance personnel to allow for communication within the Department, with other airport departments, as well as with outside agencies for situations where the involvement by Maintenance staff is needed. Additionally, because the Authority contracts with the City of Burbank for radio programming services, the proposed acquisition of Motorola equipment ensures that all Airport Departments continue to maintain programming consistency with all public safety departments utilizing the same interoperability communication system.

The original replacement program for Maintenance's portable radios was a two-year plan with a smaller number of replacement radios in the first year, and the balance of the radios in the second year. However, the initial order to an authorized seller was returned by the vendor because the order could not be fulfilled due to demand and supply chain issues. Motorola, the manufacturer of the equipment, is the only viable source of the equipment at this time.

Details on the radios and accessories are listed on the attached proposal from Motorola.

### BUDGET IMPACT

The adopted FY 2023 budget includes \$35,000 in appropriations to address the partial replacement of these radios. However, due to the six-month anticipated lead time for acquisition, staff requests consideration from the Committee to recommend to the Commission to allow Staff to place an order for the entire maintenance department radio replacement requirement (38) with the understanding that an appropriation request for this purchase will be included in the upcoming proposed FY 2024 budget.

### RECOMMENDATION

Subject to the recommendation of the Committee at its meeting immediately preceding the Commission meeting, Staff seeks Commission approval to authorize the issuance of a purchase order in the amount of \$136,961.16 to Motorola for the proposed replacement radios.

Billing Address:  
BURBANK GLENDALE  
PASADENA AIRPORT  
AUTHORITY  
2627 HOLLYWOOD WAY  
BURBANK, CA 91505  
US

Quote Date:03/08/2023  
Expiration Date:04/07/2023  
Quote Created By:  
Denis Redzepagic  
denis.redzepagic@  
motorolasolutions.com

End Customer:  
BURBANK GLENDALE PASADENA  
AIRPORT AUTHORITY

Contract: 18105 - LA COUNTY , CA MA-  
IS-2240228  
Freight Terms:FREIGHT PREPAID  
Payment Terms:30 NET

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
APX™ 900						
1	H92SDF9PW6AN	APX 900 UHFR2 MODEL 2 PORTABLE	38	\$1,898.00	\$1,385.54	\$52,650.52
1a	G996AZ	ADD: PROGRAMMING OVER P25 (OTAP)	38	\$110.00	\$80.30	\$3,051.40
1b	QA06797AA	ALT: UHF STUBBY ANT (450-527 MHZ) 9CM	38	\$10.00	\$7.30	\$277.40
1c	QA04096AA	ENH: P25 TRUNKING	38	\$1,177.00	\$859.21	\$32,649.98
1d	QA06653AA	ENH: AES 256 SW ENCRYPTION AND ADP	38	\$358.00	\$261.34	\$9,930.92
1e	H869CQ	ADD: MULTIKEY	38	\$83.00	\$60.59	\$2,302.42
1f	QA00580AF	ADD: TDMA OPERATION	38	\$495.00	\$361.35	\$13,731.30
1g	H885BK	ADD: 3Y ESSENTIAL SERVICE	38	\$133.00	\$133.00	\$5,054.00
2	PMNN4491D	BATT IMPRES LIION IP68 2100T	38	\$127.05	\$92.75	\$3,524.50
3	PMPN4174A	CHGR DESKTOP SINGLE UNIT IMPRES, US/NA	38	\$82.08	\$59.92	\$2,276.96
4	PMKN4012B	PORTABLE PROGRAMMING CABLE	1	\$84.70	\$67.76	\$67.76



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.  
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Subtotal	\$125,517.16
Estimated Tax	\$11,444.00
Grand Total	<b>\$136,961.16(USD)</b>

Notes:



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800



April 3, 2023

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

Dear Commissioners:

The attached report, covering the month of December 2022, 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]

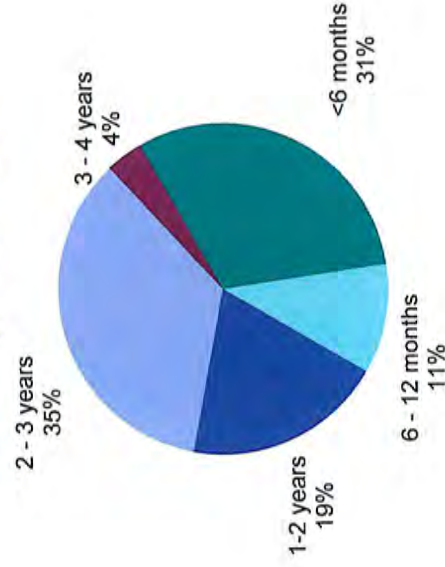
Tyron Hampton  
Treasurer

Attachments

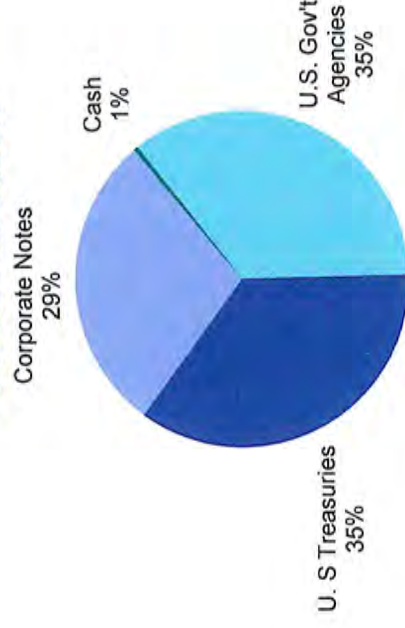
# Operating Portfolio Investment Guidelines Conformance as of December 31, 2022

	Legal Max Maturity	Actual Max Maturity	Policy Maximum	Policy Actual
U.S. Gov Agencies	5 Years	3.95 Years	70%	35%
Corporate Notes	5 Years	3.12 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 (Treasuries)	5 Years	3.16 Years	No Limit	36%

## Maturity Distribution



## Sector Allocation

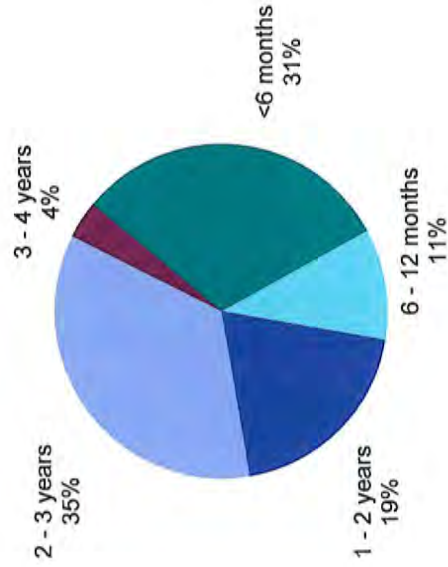




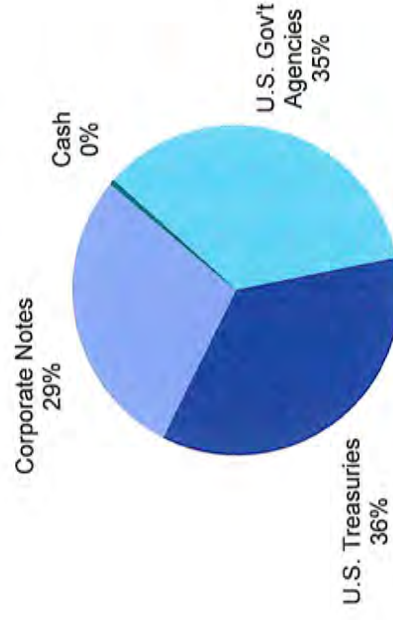
# PFC Portfolio Investment Guidelines Conformance as of December 31, 2022

	Legal Max Maturity	Actual Max Maturity	Policy Maximum	Policy Actual
U.S. Gov Agencies	5 Years	3.95 Years	70%	35%
Corporate Notes	5 Years	3.12 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 (Treasuries)	5 Years	3.16 Years	No Limit	36%

## Maturity Distribution



## Sector Allocation





**Burbank-Glendale-Pasadena Airport Authority - Operating Account**  
**Statement of Investments**  
**As of 12/31/22**

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
12/31/22	Columbia Treasury Reserves	097101307	0.000	12/31/22	12/31/22	\$ 556,219	\$ 556,219	\$ 556,219	\$ -	4.41%	0	0.22%
07/25/18	Bank of America Corp	06051GEU9	3.300	01/11/23	01/11/23	2,200,000	2,203,493	2,199,142	(4,351)	4.51%	11	0.87%
09/26/19	Federal National Mortgage Association	3135G0T94	2.375	01/19/23	01/19/23	4,800,000	4,919,052	4,795,968	(123,084)	3.93%	19	1.89%
03/20/19	JP Morgan Chase & CO	46625HJH4	3.200	01/25/23	01/25/23	2,225,000	2,257,348	2,223,309	(34,039)	4.24%	25	0.88%
10/31/19	Treasury Note	9128283U2	2.375	01/31/23	01/31/23	5,000,000	5,107,563	4,991,800	(115,763)	4.23%	31	1.97%
02/16/22	Chevron Corp	166764BU3	2.300	05/11/23	02/11/23	1,700,000	1,715,045	1,701,445	(13,600)	5.38%	42	0.67%
02/24/22	3M	88579YBE0	1.710	02/14/24	02/11/23	1,625,000	1,628,055	1,620,158	(7,897)	5.42%	42	0.64%
08/10/22	Treasury Note	912828Z86	1.380	02/15/23	02/15/23	5,500,000	5,455,196	5,479,595	24,399	4.27%	46	2.16%
03/18/19	Unitedhealth Group Inc	91324PBZ4	2.750	02/15/23	02/15/23	1,500,000	1,508,739	1,496,460	(12,279)	4.60%	46	0.59%
04/05/22	Federal Home Loan Banks	3130AJTE3	1.380	02/17/23	02/17/23	8,900,000	8,870,870	8,866,269	(4,601)	4.27%	48	3.50%
03/03/22	Truist Financial Corp	89788MAF9	2.285	06/09/25	02/28/23	2,100,000	2,089,173	2,054,556	(34,617)	5.82%	59	0.81%
10/02/19	Pepsico Inc	713448CG1	2.750	03/01/23	03/01/23	1,300,000	1,344,486	1,295,996	(48,490)	4.54%	60	0.51%
05/02/22	Treasury Note	912828ZD5	0.500	03/15/23	03/15/23	5,500,000	5,429,434	5,457,045	27,611	4.30%	74	2.15%
09/30/22	Treasury Note	912828ZH6	0.250	04/15/23	04/15/23	5,500,000	5,394,297	5,433,395	39,098	4.46%	105	2.14%
12/03/19	Treasury Note	912828AL1	2.750	04/30/23	04/30/23	6,850,000	7,104,981	6,809,037	(295,944)	4.55%	120	2.68%
11/03/20	Loews Corporation	540424AQ1	2.625	05/15/23	05/15/23	1,800,000	1,874,460	1,782,684	(91,776)	5.22%	135	0.70%
06/06/19	Public Service Electric And Gas	74456QBC9	2.375	05/15/23	05/15/23	1,225,000	1,224,550	1,213,522	(11,028)	4.91%	135	0.48%
05/02/22	Treasury Note	912828ZF8	0.130	05/15/23	05/15/23	5,500,000	5,384,317	5,408,700	24,383	4.62%	135	2.13%
02/04/19	Simon Property Group LP	828807DD6	2.750	06/01/23	06/01/23	1,250,000	1,234,086	1,236,763	2,677	5.32%	152	0.49%
08/10/22	Treasury Note	912828ZU7	0.250	06/15/23	06/15/23	5,500,000	5,364,258	5,393,630	29,372	4.55%	166	2.13%
05/05/20	Federal Home Loan Mortgage Corp	3137EAEN5	2.750	06/19/23	06/19/23	6,250,000	6,718,056	6,190,875	(527,181)	4.81%	170	2.44%
03/14/22	FNMA	3135G05G4	0.250	07/10/23	07/10/23	4,000,000	3,929,320	3,906,360	(22,960)	4.79%	191	1.54%
01/31/22	Treasury Note	91282CCN9	0.130	07/31/23	07/31/23	4,500,000	4,432,793	4,381,515	(51,278)	4.73%	212	1.73%
01/21/20	FNMA	3135G0U43	2.875	09/12/23	09/12/23	5,050,000	5,296,103	4,979,553	(316,550)	4.92%	255	1.96%
07/31/19	Treasury Note	9128285D8	2.875	09/30/23	09/30/23	6,775,000	7,065,870	6,688,483	(377,387)	4.62%	273	2.64%
03/16/20	Treasury Note	9128285P1	2.875	11/30/23	11/30/23	3,200,000	3,479,090	3,147,488	(331,602)	4.72%	334	1.24%
03/20/19	Citibank NA	17325FAS7	3.650	01/23/24	01/23/24	2,250,000	2,321,258	2,219,625	(101,633)	4.97%	388	0.88%
03/26/21	IBM Corp	459200HU8	3.625	02/12/24	02/12/24	1,750,000	1,882,594	1,723,925	(158,669)	5.01%	408	0.68%
12/10/21	Treasury Note	91282CBM2	0.130	02/15/24	02/15/24	1,725,000	1,702,562	1,638,819	(63,743)	4.73%	411	0.65%
04/10/21	Metlife Inc	59156RBH0	3.600	04/10/24	04/10/24	1,750,000	1,897,945	1,719,603	(178,342)	5.02%	466	0.68%
06/22/20	Comcast Corporation	2003NCR0	3.700	04/15/24	04/15/24	1,800,000	1,972,081	1,773,126	(198,955)	4.90%	471	0.70%
03/16/21	Bank of New York Mellon Corp	06406HCV9	3.400	05/15/24	05/15/24	2,000,000	2,144,538	1,959,740	(184,798)	4.93%	501	0.77%
01/18/22	Target Corporation	87612EBD7	3.500	07/01/24	07/01/24	1,750,000	1,831,278	1,716,715	(114,563)	4.83%	548	0.68%
11/03/20	Bristol-Myers Squibb Co	110122CM8	2.900	07/26/24	07/26/24	1,900,000	2,025,714	1,847,142	(178,572)	4.76%	573	0.73%
10/31/19	Honeywell International Inc	438516BW5	2.300	08/15/24	08/15/24	1,600,000	1,646,699	1,537,776	(108,923)	4.82%	593	0.61%

**Burbank-Glendale-Pasadena Airport Authority - Operating Account**  
**Statement of Investments**  
**As of 12/31/22**

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
06/30/21	Treasury Note	912828ZU3	1.875	08/31/24	08/31/24	13,000,000	13,567,227	12,433,850	(1,133,377)	4.62%	609	4.90%
05/20/21	United Parcel Service INC	911312B72	2.200	09/01/24	09/01/24	1,571,000	1,637,949	1,506,620	(131,329)	4.78%	610	0.59%
02/12/21	PNC Bank NA	69353REF1	3.300	10/30/24	10/30/24	2,000,000	2,150,631	1,947,500	(203,131)	4.81%	669	0.77%
01/27/22	FHLB	3130A3GE8	2.750	12/13/24	12/13/24	2,200,000	2,281,046	2,122,076	(158,970)	4.67%	713	0.84%
01/27/22	Treasury Note	91282CDN8	1.000	12/15/24	12/15/24	2,000,000	1,977,266	1,872,260	(105,006)	4.44%	715	0.74%
06/25/20	Wisconsin Electric Power Company	976656CL0	2.050	12/15/24	12/15/24	1,450,000	1,518,887	1,372,570	(146,317)	4.94%	715	0.54%
01/06/22	FFCB	3133ENKS8	1.130	01/06/25	01/06/25	1,540,000	1,536,535	1,437,790	(98,745)	4.61%	737	0.57%
12/10/21	Federal National Mortgage Association	3135G0X24	1.630	01/07/25	01/07/25	1,500,000	1,527,600	1,417,665	(109,935)	4.50%	738	0.56%
05/11/22	Apple Inc	037833DF4	2.750	01/13/25	01/13/25	1,700,000	1,691,920	1,638,086	(53,834)	4.64%	744	0.65%
03/29/21	US Bank NA/Cincinnati OH	90331HPL1	2.050	01/21/25	01/21/25	2,000,000	2,069,895	1,895,800	(174,095)	4.74%	752	0.75%
09/15/22	Merck & Co Inc	5933YAR6	2.750	02/10/25	02/10/25	1,825,000	1,770,484	1,750,613	(19,851)	4.80%	772	0.69%
10/01/20	FHLMC Reference Note	3137EAEP0	1.500	02/12/25	02/12/25	7,000,000	7,082,816	6,592,740	(490,076)	4.41%	774	2.60%
03/04/22	FFCB	3133ENPY0	1.750	02/25/25	02/25/25	1,750,000	1,753,833	1,650,513	(103,320)	4.55%	787	0.65%
12/22/20	Exxon Mobil Corp	30231GAF9	2.709	03/06/25	03/06/25	1,825,000	1,939,204	1,747,365	(191,839)	4.78%	796	0.69%
08/05/20	FHLB	3130A4CH3	2.380	03/14/25	03/14/25	250,000	273,060	238,188	(34,872)	4.65%	804	0.09%
08/05/20	Ace InA Holdings Inc	00440EAS6	3.150	03/15/25	03/15/25	1,875,000	2,048,908	1,811,306	(237,602)	4.79%	805	0.71%
05/12/20	Intel Corp	458140BP4	3.400	03/25/25	03/25/25	1,000,000	1,106,180	973,970	(132,210)	4.64%	815	0.38%
09/30/21	Treasury Note	912828ZF0	0.050	03/31/25	03/31/25	2,300,000	2,287,242	2,113,309	(173,933)	4.32%	821	0.83%
05/05/20	Florida Power & Light Company	341081FZ5	2.850	04/01/25	04/01/25	1,000,000	1,086,930	958,910	(128,020)	4.79%	822	0.36%
02/12/21	General Dynamics Corporation	369550BK3	3.250	04/01/25	04/01/25	250,000	274,895	242,543	(32,352)	4.66%	822	0.10%
09/28/20	Federal Home Loan Banks	3130AJHU6	0.500	04/14/25	04/14/25	7,000,000	7,032,434	6,422,500	(609,934)	4.32%	835	2.53%
05/04/22	Home Depot Inc	437076CM2	2.700	04/15/25	04/15/25	1,800,000	1,770,312	1,724,706	(45,606)	4.64%	836	0.68%
12/01/21	FNMA	3135G03U5	0.630	04/22/25	04/22/25	9,500,000	9,317,379	8,717,105	(600,274)	4.41%	843	3.44%
06/06/22	Caterpillar Financial Services	14913R2V8	3.400	05/13/25	05/13/25	1,800,000	1,801,335	1,751,778	(49,557)	4.60%	864	0.69%
05/11/21	General Dynamics Corporation	369550BG2	3.500	05/15/25	05/15/25	1,400,000	1,514,257	1,365,014	(149,243)	4.62%	866	0.54%
02/10/22	Qualcomm Incorporated	747525AF0	3.450	05/20/25	05/20/25	1,700,000	1,751,887	1,653,743	(98,144)	4.67%	871	0.65%
12/15/21	Pfizer Inc	717081EZ7	0.800	05/28/25	05/28/25	2,000,000	1,956,882	1,830,300	(126,582)	4.56%	879	0.72%
06/15/22	Cisco Systems Inc	17275RAW2	3.500	06/15/25	06/15/25	1,400,000	1,388,338	1,363,712	(24,626)	4.63%	897	0.54%
08/05/20	Treasury Note	912828ZW3	0.250	06/30/25	06/30/25	9,000,000	8,958,043	8,156,970	(801,073)	4.23%	912	3.22%
09/30/22	Treasury Note	91282CEY3	3.000	07/15/25	07/15/25	3,500,000	3,389,531	3,392,795	3,264	4.28%	927	1.34%
11/19/20	Intel Corp	458140AS9	3.700	07/29/25	07/29/25	625,000	690,233	610,450	(79,783)	4.67%	941	0.24%
09/24/20	State Street Corporation	857477AT0	3.550	08/18/25	08/18/25	2,000,000	2,225,136	1,948,860	(276,276)	4.59%	961	0.77%
09/25/20	FNMA Benchmark Note	3135G05X7	0.375	08/25/25	08/25/25	3,500,000	3,493,350	3,157,910	(335,440)	4.31%	968	1.25%
06/14/22	Burlington Northern Santa Fe LLC	12189LAY7	3.650	09/01/25	09/01/25	1,375,000	1,360,702	1,337,188	(23,514)	4.76%	975	0.53%
09/08/22	John Deere Capital Corp	24422EWJ4	4.050	09/08/25	09/08/25	1,800,000	1,800,980	1,773,684	(27,296)	4.63%	982	0.70%

**Burbank-Glendale-Pasadena Airport Authority - Operating Account**

**Statement of Investments**

As of 12/31/22

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
09/29/22	FFCB	3133ENP95	4.250	09/30/25	09/30/25	7,000,000	6,978,379	6,962,270	(16,109)	4.46%	1004	2.75%
11/17/20	FNMA Benchmark Note	3135G06G3	0.500	11/07/25	11/07/25	12,000,000	11,848,978	10,795,080	(1,053,899)	4.28%	1042	4.26%
06/30/21	Lockheed Martin Corporation	539830BH1	3.550	01/15/26	01/15/26	1,784,000	1,840,276	1,735,154	(105,122)	4.52%	1111	0.68%
12/23/22	Treasury Note	91282CBQ3	0.500	02/28/26	02/28/26	1,000,000	894,608	891,840	(2,968)	4.19%	1155	0.35%
08/30/21	Prudential Financial Inc	74432QCH6	1.500	03/10/26	03/10/26	1,875,000	1,899,596	1,689,488	(210,108)	4.88%	1165	0.67%
11/29/21	Sierra Pacific Power	826418BM6	2.600	05/01/26	05/01/26	1,625,000	1,672,300	1,509,267	(163,033)	4.94%	1217	0.60%
09/13/21	FHLB	3130A8XY4	1.880	09/11/26	09/11/26	1,000,000	1,051,760	918,919	(132,841)	4.27%	1350	0.36%
12/23/22	Morgan Stanley	61747YEX9	6.140	10/16/26	10/16/26	375,000	384,318	383,725	(593)	5.46%	1385	0.15%
01/13/22	FHLB	3130A9YY1	2.130	12/11/26	12/11/26	3,800,000	3,910,845	3,510,819	(400,026)	4.24%	1441	1.38%
	<b>Subtotal</b>					<b>\$243,726,219</b>	<b>\$247,525,871</b>	<b>\$234,773,189</b>	<b>\$ (12,752,682)</b>	<b>4.56%</b>	<b>532</b>	<b>92.57%</b>
	<b>Local Agency Investment Fund (LAIF)</b>					<b>19,218,939</b>	<b>19,218,939</b>	<b>18,849,185</b>	<b>(369,754)</b>	<b>2.29%</b>	<b>287</b>	<b>7.43%</b>
	<b>Subtotal</b>					<b>\$262,945,158</b>	<b>\$266,744,810</b>	<b>\$253,622,374</b>	<b>\$ (13,122,436)</b>	<b>4.39%</b>	<b>514</b>	<b>100.00%</b>
	<b>Operating Bank Balance</b>						<b>12,203,671</b>					
	<b>TOTAL</b>						<b>\$278,948,481</b>					

**Burbank-Glendale-Pasadena Airport Authority - Operating Account**  
**Statement of Purchases - Maturities - Sales**  
**As of 12/31/22**

## PURCHASES

[illegible]

## MATURITIES

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

## SALES / REDEMPTIONS

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

**Burbank-Glendale-Pasadena Airport Authority - Operating Account**  
**Earnings Report**  
**12/01/22-12/31/22**

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
<b>FIXED INCOME</b>									
Bank of America Corp	3.300	01/11/23	28,233.33	-	-	34,283.33	6,050.00	(850.22)	5,199.78
Federal National Mortgage Association	2.375	01/19/23	41,800.00	-	-	51,300.00	9,500.00	(3,063.13)	6,436.87
JP Morgan Chase & CO	3.200	01/25/23	24,920.00	-	-	30,853.33	5,933.33	(1,301.59)	4,631.74
Treasury Note	2.375	01/31/23	39,690.90	-	-	49,694.29	10,003.39	(2,498.20)	7,505.19
Treasury Note	1.380	02/15/23	22,194.29	-	-	28,564.88	6,370.59	7,649.39	14,019.98
Unitedhealth Group Inc	2.750	02/15/23	12,145.83	-	-	15,583.33	3,437.50	(359.23)	3,078.27
Federal Home Loan Banks	1.380	02/17/23	35,352.78	-	-	45,550.69	10,197.91	2,809.94	13,007.85
Pepsico Inc	2.750	03/01/23	8,937.50	-	-	11,916.67	2,979.17	(1,087.68)	1,891.49
Treasury Note	0.500	03/15/23	5,849.45	-	-	8,204.42	2,354.97	7,585.77	9,940.74
Treasury Note	0.250	04/15/23	1,775.41	-	-	2,946.43	1,171.02	16,890.70	18,061.72
Treasury Note	2.750	04/30/23	16,131.56	-	-	32,263.12	16,131.56	(6,471.79)	9,659.77
Chevron Corp	2.300	05/11/23	4,455.18	-	-	12,579.34	8,124.16	(1,043.39)	7,080.77
Loews Corporation	2.625	05/15/23	2,100.00	-	-	6,037.50	3,937.50	(2,389.53)	1,547.97
Public Service Electric And Gas	2.375	05/15/23	1,293.06	-	-	3,717.53	2,424.47	162.12	2,586.59
Treasury Note	0.130	05/15/23	303.87	-	-	892.61	588.74	10,162.99	10,751.73
Simon Property Group LP	2.750	06/01/23	-	-	-	2,864.58	2,864.58	286.83	3,151.41
Treasury Note	0.250	06/15/23	6,349.04	6,875.00	-	642.17	1,168.13	14,457.50	15,625.63
Federal Home Loan Mortgage Corp	2.750	06/19/23	77,343.75	85,937.50	-	5,729.17	14,322.92	(12,503.73)	1,819.19
FNMA	0.250	07/10/23	3,916.67	-	-	4,750.00	833.33	4,464.00	5,297.33
Treasury Note	0.130	07/31/23	1,880.10	-	-	2,353.94	473.84	3,949.63	4,423.47
FNMA	2.875	09/12/23	31,860.59	-	-	43,959.55	12,098.96	(5,735.95)	6,363.01
Treasury Note	2.875	09/30/23	33,177.03	-	-	49,765.54	16,588.51	(6,212.31)	10,376.20
Treasury Note	2.875	11/30/23	252.75	-	-	8,087.91	7,835.16	(6,506.85)	1,328.31
Citibank NA	3.650	01/23/24	29,200.00	-	-	36,043.75	6,843.75	(1,508.54)	5,335.21
IBM Corp	3.625	02/12/24	19,207.47	-	-	24,493.92	5,286.45	(3,947.44)	1,339.01
3M	1.710	02/14/24	3,798.21	-	-	10,724.37	6,926.16	(147.75)	6,778.41
Treasury Note	0.130	02/15/24	632.81	-	-	814.45	181.64	876.06	1,057.70
Metlife Inc	3.600	04/10/24	8,925.00	-	-	14,175.00	5,250.00	(4,306.21)	943.79
Comcast Corporation	3.700	04/15/24	8,510.00	-	-	14,060.00	5,550.00	(3,917.51)	1,632.49
Bank of New York Mellon Corp	3.400	05/15/24	3,022.22	-	-	8,688.89	5,666.67	(4,010.27)	1,656.40
Target Corporation	3.500	07/01/24	25,520.83	30,625.00	-	-	5,104.17	(2,754.44)	2,349.73
Bristol-Myers Squibb Co	2.900	07/26/24	19,131.94	-	-	23,723.61	4,591.67	(2,860.90)	1,730.77
Honeywell International Inc	2.300	08/15/24	10,835.56	-	-	13,902.22	3,066.66	(920.81)	2,145.85
Treasury Note	1.875	08/31/24	61,947.51	-	-	82,821.13	20,873.62	(15,197.95)	5,675.67



**Burbank-Glendale-Pasadena Airport Authority - Operating Account**  
**Earnings Report**  
**12/01/22-12/31/22**

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
United Parcel Service INC	2.200	09/01/24	8,640.50	-	-	11,520.67	2,880.17	(1,779.13)	1,101.04
PNC Bank NA	3.300	10/30/24	5,683.33	-	-	11,183.33	5,500.00	(3,534.55)	1,965.45
FHLB	2.750	12/13/24	28,233.33	30,250.00	-	3,025.00	5,041.67	(2,349.15)	2,692.52
Treasury Note	1.000	12/15/24	9,234.97	10,000.00	-	934.07	1,699.10	669.93	2,369.03
Wisconsin Electric Power Company	2.050	12/15/24	13,706.53	14,862.50	-	1,321.11	2,477.08	(1,336.93)	1,140.15
FFCB	1.130	01/06/25	6,978.13	-	-	8,421.88	1,443.75	96.70	1,540.45
Federal National Mortgage Association	1.630	01/07/25	9,750.00	-	-	11,781.25	2,031.25	(750.00)	1,281.25
Apple Inc	2.750	01/13/25	17,920.83	-	-	21,816.67	3,895.84	252.50	4,148.34
US Bank NA/Cincinnati OH	2.050	01/21/25	14,805.56	-	-	18,222.22	3,416.66	(1,582.58)	1,834.08
Merck & Co Inc	2.750	02/10/25	15,474.48	-	-	19,656.77	4,182.29	1,900.21	6,082.50
FHLMC Reference Note	1.500	02/12/25	31,791.67	-	-	40,541.67	8,750.00	(2,042.08)	6,707.92
FFCB	1.750	02/25/25	8,166.67	-	-	10,718.75	2,552.08	(107.65)	2,444.43
Exxon Mobil Corp	2.709	03/06/25	11,673.16	-	-	15,793.09	4,119.93	(2,315.40)	1,804.53
FHLB	2.380	03/14/25	1,269.97	-	-	1,764.76	494.79	(417.25)	77.54
Ace InA Holdings Inc	3.150	03/15/25	12,468.75	-	-	17,390.63	4,921.88	(3,304.31)	1,617.57
Intel Corp	3.400	03/25/25	6,233.33	-	-	9,066.67	2,833.34	(1,810.58)	1,022.76
Treasury Note	0.050	03/31/25	1,958.79	-	-	2,938.19	979.40	309.70	1,289.10
Florida Power & Light Company	2.850	04/01/25	4,750.00	-	-	7,125.00	2,375.00	(1,471.36)	903.64
General Dynamics Corporation	3.250	04/01/25	1,354.17	-	-	2,031.25	677.08	(502.51)	174.57
Federal Home Loan Banks	0.500	04/14/25	4,569.44	-	-	7,486.11	2,916.67	(603.36)	2,313.31
Home Depot Inc	2.700	04/15/25	6,210.00	-	-	10,260.00	4,050.00	874.48	4,924.48
FNMA	0.630	04/22/25	6,432.29	-	-	11,380.21	4,947.92	5,075.00	10,022.92
Caterpillar Financial Services	3.400	05/13/25	3,060.00	-	-	8,160.00	5,100.00	(22.84)	5,077.16
General Dynamics Corporation	3.500	05/15/25	2,177.78	-	-	6,261.11	4,083.33	(2,327.83)	1,755.50
Qualcomm Incorporated	3.450	05/20/25	1,792.08	-	-	6,679.58	4,887.50	(1,297.51)	3,589.99
Pfizer Inc	0.800	05/28/25	133.33	-	-	1,466.67	1,333.34	1,121.44	2,454.78
Truist Financial Corp	2.285	06/09/25	17,142.12	19,120.84	-	5,408.70	7,387.42	63.08	7,450.50
Cisco Systems Inc	3.500	06/15/25	22,594.44	24,500.00	-	2,177.78	4,083.34	338.12	4,421.46
Treasury Note	0.250	06/30/25	9,415.76	11,250.00	-	62.15	1,896.39	775.64	2,672.03
Treasury Note	3.000	07/15/25	39,660.33	-	-	48,505.43	8,845.10	3,370.60	12,215.70
Intel Corp	3.700	07/29/25	7,836.81	-	-	9,763.89	1,927.08	(1,231.79)	695.29
State Street Corporation	3.550	08/18/25	20,313.89	-	-	26,230.56	5,916.67	(3,993.26)	1,923.41
FNMA Benchmark Note	0.375	08/25/25	3,500.00	-	-	4,593.75	1,093.75	112.90	1,206.65
Burlington Northern Santa Fe LLC	3.650	09/01/25	12,546.88	-	-	16,729.17	4,182.29	379.08	4,561.37
John Deere Capital Corp	4.050	09/08/25	16,807.50	-	-	22,882.50	6,075.00	(26.71)	6,048.29

**Burbank-Glendale-Pasadena Airport Authority - Operating Account**  
**Earnings Report**  
**12/01/22-12/31/22**

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
FFCB	NOTE	09/30/25	50,409.72	-	-	75,201.39	24,791.67	606.26	25,397.93
FNMA Benchmark Note	NOTE	11/07/25	4,000.00	-	-	9,000.00	5,000.00	3,189.17	8,189.17
Lockheed Martin Corporation	NOTE	01/15/26	23,925.42	-	-	29,203.09	5,277.67	(979.50)	4,298.17
Treasury Note	NOTE	02/28/26	-	-	1,629.83	1,698.90	69.07	454.66	523.73
Prudential Financial Inc	NOTE	03/10/26	6,328.13	-	-	8,671.88	2,343.75	(452.25)	1,891.50
Sierra Pacific Power	NOTE	05/01/26	3,520.83	-	-	7,041.67	3,520.84	(841.90)	2,678.94
FHLB	NOTE	09/11/26	4,166.67	-	-	5,729.17	1,562.50	(864.12)	698.38
Morgan Stanley	NOTE	10/16/26	-	-	4,475.62	4,667.44	191.82	(20.44)	171.38
FHLB	NOTE	12/11/26	38,131.94	40,375.00	-	4,486.11	6,729.17	(1,881.94)	4,847.23
<b>Subtotal</b>			<b>\$ 1,105,464.17</b>	<b>\$ 273,795.84</b>	<b>\$ 6,105.45</b>	<b>\$ 1,230,987.91</b>	<b>\$ 393,214.13</b>	<b>\$ (38,557.95)</b>	<b>\$ 354,656.18</b>
<b>CASH EQUIVALENTS</b>									
Blackrock Liquidity Funds			-	4,023.53	-	-	4,023.53	-	4,023.53
<b>Subtotal</b>			<b>\$ -</b>	<b>\$ 4,023.53</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,023.53</b>	<b>\$ -</b>	<b>\$ 4,023.53</b>
<b>LAIF</b>									
Local Agency Investment Fund			60,578.55	-	-	100,399.09	39,820.54	-	39,820.54
<b>TOTAL</b>			<b>\$ 1,166,042.72</b>	<b>\$ 277,819.37</b>	<b>\$ 6,105.45</b>	<b>\$ 1,331,387.00</b>	<b>\$ 437,058.20</b>	<b>\$ (38,557.95)</b>	<b>\$ 398,500.25</b>

**Burbank-Glendale-Pasadena Airport Authority - PFC Account**  
**Statement of Investments**  
**As of 12/31/22**

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
12/31/22	Blackrock Liquidity Funds	09248U718	0.000	12/31/22	12/31/22	\$ 93,893	\$ 93,893	\$ 93,893	\$ -	4.41%	0	0.17%
04/25/18	Bank of America Corp	06051GEU9	3.300	01/11/23	01/11/23	510,000	512,807	509,801	(3,006)	4.51%	11	0.93%
09/26/19	Federal National Mortgage Assoc	3135G0T94	2.375	01/19/23	01/19/23	1,750,000	1,791,413	1,748,530	(42,883)	3.93%	19	3.18%
03/20/19	JP Morgan Chase & CO	46625HJH4	3.200	01/25/23	01/25/23	510,000	518,383	509,612	(8,771)	4.24%	25	0.93%
08/22/19	Treasury Note	9128283U2	2.375	01/31/23	01/31/23	2,000,000	2,047,465	1,996,720	(50,745)	4.23%	31	3.63%
02/16/22	Chevron Corp	166764BU3	2.300	05/11/23	02/11/23	400,000	403,540	400,340	(3,200)	5.38%	42	0.73%
02/24/22	3M Co	88579YBE0	1.710	02/14/24	02/14/23	375,000	375,705	373,883	(1,822)	5.42%	45	0.68%
03/18/19	Unitedhealth Group Inc	91324PBZ4	2.750	02/15/23	02/15/23	390,000	392,376	389,080	(3,296)	4.60%	46	0.71%
04/05/22	Federal Home Loan Banks	3130AJTE3	1.380	02/17/23	02/17/23	1,175,000	1,171,154	1,170,547	(607)	4.27%	48	2.13%
03/03/22	Truist Financial Corp	89788MAF9	2.280	06/09/25	02/28/23	500,000	497,792	489,180	(8,612)	5.82%	59	0.89%
10/02/19	Pepsico Inc.	713448CG1	2.750	03/01/23	03/01/23	375,000	387,177	373,845	(13,332)	4.54%	60	0.68%
05/02/22	Treasury Note	9128282D5	0.500	03/15/23	03/15/23	800,000	789,906	793,752	3,846	4.30%	74	1.44%
11/19/19	Treasury Note	9128284L1	2.750	04/30/23	04/30/23	2,000,000	2,070,830	1,988,040	(82,790)	4.55%	120	3.61%
11/03/20	Loews Corporation	540424AQ1	2.625	05/15/23	05/15/23	425,000	441,638	420,912	(20,726)	5.22%	135	0.76%
06/06/19	Public Service Electric And Gas	74456QBC9	2.375	05/15/23	05/15/23	300,000	302,050	297,189	(4,861)	4.91%	135	0.54%
05/02/22	Treasury Note	9128282P8	0.130	05/15/23	05/15/23	800,000	783,406	786,720	3,314	4.62%	135	1.43%
02/04/19	Simon Property Group LP	828807DD6	2.750	06/01/23	06/01/23	300,000	298,333	296,823	(1,510)	5.32%	152	0.54%
02/19/20	FHLMC	3137EAEN5	2.750	06/19/23	06/19/23	1,875,000	1,984,696	1,857,263	(127,433)	4.81%	170	3.37%
03/14/22	FNMA	3135G05G4	0.250	07/10/23	07/10/23	1,200,000	1,178,796	1,171,908	(6,888)	4.79%	191	2.13%
01/31/22	Treasury Note	91282CCN9	0.130	07/31/23	07/01/23	2,000,000	1,971,406	1,947,340	(24,066)	4.73%	182	3.54%
01/21/20	FNMA	3135G0U43	2.875	09/12/23	09/12/23	1,400,000	1,464,189	1,380,470	(83,719)	4.92%	255	2.51%
07/31/19	Treasury Note	9128285D8	2.875	09/30/23	09/30/23	1,875,000	1,959,890	1,851,056	(108,834)	4.62%	273	3.36%
02/19/20	Treasury Note	9128289P1	2.875	11/30/23	11/30/23	800,000	856,141	786,872	(69,269)	4.72%	334	1.43%
03/20/19	Citibank NA	17325FAS7	3.650	01/23/24	01/23/24	550,000	557,000	542,575	(14,425)	4.97%	388	0.99%
03/26/21	IBM Corp	459200HU8	3.625	02/12/24	02/12/24	410,000	441,862	403,891	(37,971)	5.01%	408	0.73%
04/30/21	Treasury Note	91282CBM2	0.125	02/15/24	02/15/24	1,750,000	1,737,221	1,662,570	(74,651)	4.73%	411	3.02%
04/26/21	Mellife Inc	59156RBH0	3.600	04/10/24	04/10/24	425,000	460,084	417,618	(42,466)	5.02%	466	0.76%
09/25/20	Comcast Corporation	20030NCR0	3.700	04/15/24	04/15/24	425,000	465,452	418,655	(46,797)	4.90%	471	0.76%
03/16/21	Bank of New York Mellon Corp	06406HCV9	3.400	05/15/24	05/15/24	475,000	510,244	465,438	(44,806)	4.93%	501	0.85%
01/18/22	Target Corporation	87612EBD7	3.500	07/01/24	07/01/24	425,000	446,008	416,917	(29,091)	4.83%	548	0.76%
11/03/20	Bristol-Myers Squibb Co	110122CM8	2.900	07/26/24	07/26/24	450,000	480,768	437,481	(43,287)	4.76%	573	0.79%
10/31/19	Honeywell International Inc	438516BW5	2.300	08/15/24	08/15/24	390,000	399,138	374,833	(24,305)	4.82%	593	0.68%



**Burbank-Glendale-Pasadena Airport Authority - PFC Account**  
**Statement of Investments**  
**As of 12/31/22**

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
06/30/21	Treasury Note	9128282U3	1.875	08/31/24	08/31/24	1,600,000	1,669,813	1,530,320	(139,493)	4.62%	609	2.78%
05/20/21	United Parcel Service	911312BT2	2.200	09/01/24	09/01/24	374,000	391,124	358,673	(32,451)	4.78%	610	0.65%
02/12/20	PNC Funding Corp	69353REF1	3.300	10/30/24	10/30/24	325,000	345,449	316,469	(28,980)	4.81%	669	0.57%
09/24/20	Wisconsin Electric Power Company	976656CL0	2.050	12/15/24	12/15/24	350,000	368,382	331,310	(37,072)	4.94%	715	0.60%
01/06/22	FFCB	3133ENKS8	1.130	01/06/25	01/06/25	460,000	458,965	429,470	(29,495)	4.61%	737	0.78%
12/10/21	FNMA	3135G0X24	1.630	01/07/25	01/07/25	1,750,000	1,782,200	1,553,943	(128,257)	4.50%	738	3.00%
05/11/22	Apple Inc	037833DF4	2.750	01/13/25	01/13/25	425,000	422,980	409,522	(13,458)	4.64%	744	0.74%
02/17/22	US Bank NA/Cincinnati	90331HPL1	2.050	01/21/25	01/21/25	475,000	475,751	450,253	(25,498)	4.74%	752	0.82%
09/15/22	Merck & Co Inc	58933YAR6	2.750	02/10/25	02/10/25	434,000	421,031	416,310	(4,721)	4.80%	772	0.76%
01/06/22	FHLMC Reference Note	3137EAEP0	1.500	02/12/25	02/12/25	1,750,000	1,765,705	1,648,185	(117,520)	4.41%	774	2.99%
03/04/22	FFCB	3133ENPY0	1.750	02/25/25	02/25/25	1,250,000	1,252,738	1,178,938	(73,800)	4.55%	787	2.14%
12/22/20	Exxon Mobil Corp	30231GAF9	2.709	03/06/25	03/06/25	400,000	426,156	382,984	(43,172)	4.78%	796	0.70%
11/03/20	Ace InA Holdings Inc	00440EAS6	3.150	03/15/25	03/15/25	435,000	474,791	420,223	(54,568)	4.79%	805	0.76%
09/30/21	Treasury Note	912828ZF0	0.050	03/31/25	03/31/25	1,600,000	1,591,125	1,470,128	(120,997)	4.32%	821	2.67%
02/12/21	General Dynamics Corporation	369550BK3	3.250	04/01/25	04/01/25	50,000	54,979	48,509	(6,470)	4.66%	822	0.09%
09/28/20	Federal Home Loan Banks	3130AJHU6	0.500	04/14/25	04/14/25	1,450,000	1,453,984	1,330,375	(123,609)	4.32%	835	2.42%
05/04/22	Home Depot Inc	437076CM2	2.700	04/15/25	04/15/25	425,000	418,714	407,222	(11,492)	4.64%	836	0.74%
12/01/21	FNMA	3135G03U5	0.630	04/22/25	04/22/25	1,225,000	1,190,032	1,124,048	(65,984)	4.41%	843	2.04%
06/06/22	Caterpillar Financial Services	14913R2V8	3.400	05/13/25	05/13/25	425,000	426,632	413,614	(13,018)	4.60%	864	0.75%
05/11/21	General Dynamics Corporation	369550BG2	3.500	05/15/25	05/15/25	350,000	380,073	341,254	(38,819)	4.62%	866	0.62%
02/10/22	Qualcomm Incorporated	747525AF0	3.450	05/20/25	05/20/25	400,000	412,594	389,116	(23,478)	4.67%	871	0.71%
12/15/21	Pfizer Inc	717081EX7	0.800	05/28/25	05/28/25	475,000	466,704	434,696	(32,008)	4.56%	879	0.79%
06/15/22	Cisco Systems Inc	17275RAW2	3.500	06/15/25	06/15/25	400,000	397,604	389,632	(7,972)	4.63%	897	0.71%
09/01/22	Treasury Note	91282CEU1	2.875	06/15/25	06/15/25	1,600,000	1,571,813	1,547,120	(24,693)	4.31%	897	2.81%
11/17/20	Treasury Note	912828ZW3	0.250	06/30/25	06/30/25	1,750,000	1,710,434	1,586,078	(124,356)	4.23%	912	2.88%
09/30/22	Treasury Note	91282CEY3	3.000	07/15/25	07/15/25	1,200,000	1,162,125	1,163,244	1,119	4.28%	927	2.11%
09/25/20	Intel Corp	458140AS9	3.700	07/29/25	07/29/25	400,000	447,035	390,688	(56,347)	4.67%	941	0.71%
09/24/20	State Street Corporation	857477AT0	3.550	08/18/25	08/18/25	475,000	531,317	462,854	(68,463)	4.59%	961	0.84%
06/14/22	Burlington Northern Santa Fe LLC	12189LAY7	3.650	09/01/25	09/01/25	325,000	322,095	316,063	(6,032)	4.76%	975	0.57%
09/08/22	John Deere Capital Corp	24422EWJ4	4.050	09/08/25	09/08/25	425,000	425,519	418,787	(6,732)	4.63%	982	0.76%
10/11/22	FFCB	3133ENP5	4.250	09/30/25	09/30/25	1,000,000	995,939	994,610	(1,329)	4.46%	1004	1.81%
11/17/20	FNMA Benchmark Note	3135G06G3	0.500	11/07/25	11/07/25	3,155,000	3,140,116	2,838,206	(301,910)	4.28%	1042	5.15%

**Burbank-Glendale-Pasadena Airport Authority - PFC Account**  
**Statement of Investments**  
**As of 12/31/22**

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
06/30/21	Lockheed Martin Corporation	539830BH1	3.550	01/15/26	01/15/26	415,000	432,813	403,637	(29,176)	4.52%	1111	0.73%
12/06/22	Treasury Note	91282CBQ3	0.500	02/28/26	02/28/26	550,000	491,905	490,401	(1,504)	4.19%	1155	0.89%
08/30/21	Prudential Financial Inc	74432QCH6	1.500	03/10/26	03/10/26	450,000	455,337	405,476	(49,861)	4.88%	1165	0.74%
11/29/21	Sierra Pacific Power	826418BM6	2.600	05/01/26	05/01/26	375,000	389,283	348,292	(40,991)	4.94%	1217	0.63%
09/13/21	FHLB	3130A8XY4	1.880	09/11/26	09/11/26	300,000	315,527	275,675	(39,852)	4.27%	1350	0.50%
12/23/22	Morgan Stanley	61747YEX9	6.140	10/16/26	10/16/26	125,000	128,105	127,908	(197)	5.46%	1385	0.23%
01/13/22	FHLB	3130A9YY1	2.130	12/11/26	12/11/26	700,000	720,418	646,729	(73,689)	4.24%	1441	1.17%
	<b>Subtotal</b>					<b>\$ 57,226,893</b>	<b>\$ 58,076,070</b>	<b>\$ 55,064,716</b>	<b>\$ (3,013,354)</b>	<b>4.57%</b>	<b>551</b>	<b>100.00%</b>
PFC Bank Balance												
							6,757,833					
	<b>TOTAL</b>						<b>\$ 64,835,903</b>					

Burbank-Glendale-Pasadena Airport Authority - PFC Account										
Statement of Purchases - Maturities - Sales										
As of 12/31/22										
PURCHASES										
Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Par Value	Purchase Price	Purchase Cost	Prepaid Interest		
12/06/22	Treasury Note	91282CBQ3	0.500	02/28/26	\$ 300,000.00	89.41797	\$ 268,253.91	\$ (406.08)		
12/23/22	Morgan Stanley	61747YEX9	6.140	10/16/26	125,000.00	102.48500	128,106.25	(1,491.88)		
12/06/22	Treasury Note	91282CBQ3	0.500	02/28/26	250,000.00	89.46094	223,652.34	(407.46)		
						-	-	-		
						-	-	-		
						-	-	-		
						-	-	-		
						-	-	-		
						-	-	-		
TOTAL PURCHASES					\$ 675,000.00		\$ 620,012.50	\$ (2,305.42)		
MATURITIES										
Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Par Value	Purchase Price	Purchase Cost	Gain / (Loss)		
						\$ -	\$ -	-		
						-	-	-		
						-	-	-		
						-	-	-		
						-	-	-		
TOTAL MATURITIES					\$ -		\$ -	\$ -		
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 12/01/22-12/31/22										
Type of Investment	Type	Coupon	Maturity Date	Previous Accrual	Realized Interest For Period	Interest Paid At Purc/Recv	Current Accrual	Interest Earned	Amrt/Acct For Period	Adjusted Total Int. Earned
<b>FIXED INCOME</b>										
Treasury Note	NOTE	0.130	11/30/22	-	-	-	-	-	-	-
Bank of America Corp	NOTE	3.300	01/11/23	6,545.00	-	-	7,947.50	1,402.50	(262.78)	1,139.72
Federal National Mortgage Assoc	NOTE	2.375	01/19/23	15,239.58	-	-	18,703.13	3,463.55	(1,066.94)	2,396.61
JP Morgan Chase & CO	NOTE	3.200	01/25/23	5,712.00	-	-	7,072.00	1,360.00	(322.15)	1,037.85
Treasury Note	NOTE	2.375	01/31/23	15,876.36	-	-	19,877.72	4,001.36	(1,500.06)	2,501.30
Unitedhealth Group Inc	NOTE	2.750	02/15/23	3,157.92	-	-	4,051.67	893.75	(119.82)	773.93
Federal Home Loan Banks	NOTE	1.380	02/17/23	4,667.36	-	-	6,013.72	1,346.36	370.97	1,717.33
Pepsico Inc.	NOTE	2.750	03/01/23	2,578.13	-	-	3,437.50	859.37	(386.32)	473.05
Treasury Note	NOTE	0.500	03/15/23	850.83	-	-	1,193.37	342.54	990.21	1,332.75
Treasury Note	NOTE	2.750	04/30/23	4,709.94	-	-	9,419.89	4,709.95	(1,878.22)	2,831.73
Chevron Corp	NOTE	2.300	05/11/23	1,048.28	-	-	2,959.85	1,911.57	(245.50)	1,666.07
Loews Corporation	NOTE	2.625	05/15/23	495.83	-	-	1,425.52	929.69	(594.28)	335.41
Public Service Electric And Gas	NOTE	2.375	05/15/23	316.67	-	-	910.42	593.75	(60.22)	533.53
Treasury Note	NOTE	0.130	05/15/23	44.20	-	-	129.83	85.63	1,364.47	1,450.10
Simon Property Group LP	NOTE	2.750	06/01/23	-	-	-	687.50	687.50	24.74	712.24
FHLMC	NOTE	2.750	06/19/23	23,203.13	25,781.25	-	1,718.75	4,296.87	(2,796.51)	1,500.36
FNMA	NOTE	0.250	07/10/23	1,175.00	-	-	1,425.00	250.00	1,339.20	1,589.20
Treasury Note	NOTE	0.130	07/31/23	835.60	-	-	1,046.20	210.60	1,658.14	1,868.74
FNMA	NOTE	2.875	09/12/23	8,832.64	-	-	12,186.81	3,354.17	(1,469.98)	1,884.19
Treasury Note	NOTE	2.875	09/30/23	9,181.83	-	-	13,772.75	4,590.92	(1,818.51)	2,772.41
Treasury Note	NOTE	2.875	11/30/23	63.19	-	-	2,021.98	1,958.79	(1,277.00)	681.79
Citibank NA	NOTE	3.650	01/23/24	7,137.78	-	-	8,810.69	1,672.91	(104.45)	1,568.46
IBM Corp	NOTE	3.625	02/12/24	4,500.03	-	-	5,738.58	1,238.55	(980.71)	257.84
Treasury Note	NOTE	0.125	02/15/24	641.98	-	-	826.26	184.28	450.62	634.90
3M Co	NOTE	1.710	02/14/24	876.51	-	-	2,474.85	1,598.34	(34.10)	1,564.24
Mellife Inc	NOTE	3.600	04/10/24	2,167.50	-	-	3,442.50	1,275.00	(1,031.18)	243.82
Comcast Corporation	NOTE	3.700	04/15/24	2,009.31	-	-	3,319.72	1,310.41	(1,025.64)	284.77
Bank of New York Mellon Corp	NOTE	3.400	05/15/24	717.78	-	-	2,063.61	1,345.83	(988.67)	357.16
Target Corporation	NOTE	3.500	07/01/24	6,197.92	7,437.50	-	-	1,239.58	(719.16)	520.42
Bristol-Myers Squibb Co	NOTE	2.900	07/26/24	4,531.25	-	-	5,618.75	1,087.50	(734.97)	352.53
Honeywell International Inc	NOTE	2.300	08/15/24	2,641.17	-	-	3,388.67	747.50	(194.99)	552.51
Treasury Note	NOTE	1.875	08/31/24	7,624.31	-	-	10,193.37	2,569.06	(1,870.52)	698.54
United Parcel Service	NOTE	2.200	09/01/24	2,057.00	-	-	2,742.67	685.67	(478.18)	207.49

**Burbank-Glendale-Pasadena Airport Authority - PFC Account**  
**Earnings Report**  
**12/01/22-12/31/22**

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
PNC Funding Corp	NOTE	3.300	10/30/24	923.54	-	-	1,817.29	893.75	(359.06)	534.69
Wisconsin Electric Power Company	NOTE	2.050	12/15/24	3,308.47	3,587.50	-	318.89	597.92	(377.41)	220.51
FFCB	NOTE	1.130	01/06/25	2,084.38	-	-	2,515.63	431.25	28.88	460.13
FNMA	NOTE	1.630	01/07/25	11,375.00	-	-	13,744.79	2,369.79	(875.00)	1,494.79
Apple Inc	NOTE	2.750	01/13/25	4,480.21	-	-	5,454.17	973.96	63.13	1,037.09
US Bank NA/Cincinnati	NOTE	2.050	01/21/25	3,516.32	-	-	4,327.78	811.46	(21.46)	790.00
Merck & Co Inc	NOTE	2.750	02/10/25	3,679.96	-	-	4,674.54	994.58	451.89	1,446.47
FHLMC Reference Note	NOTE	1.500	02/12/25	7,947.92	-	-	10,135.42	2,187.50	(423.98)	1,763.52
FFCB	NOTE	1.750	02/25/25	5,833.33	-	-	7,656.25	1,822.92	(76.90)	1,746.02
Exxon Mobil Corp	NOTE	2.709	03/06/25	2,558.50	-	-	3,461.50	903.00	(554.63)	348.37
Ace InA Holdings Inc	NOTE	3.150	03/15/25	2,892.75	-	-	4,034.63	1,141.88	(796.61)	345.27
Treasury Note	NOTE	0.050	03/31/25	1,362.64	-	-	2,043.96	681.32	215.45	896.77
General Dynamics Corporation	NOTE	3.250	04/01/25	270.83	-	-	406.25	135.42	(100.50)	34.92
Federal Home Loan Banks	NOTE	0.500	04/14/25	946.53	-	-	1,550.69	604.16	(74.30)	529.86
Home Depot Inc	NOTE	2.700	04/15/25	1,466.25	-	-	2,422.50	956.25	178.07	1,134.32
FNMA	NOTE	0.630	04/22/25	829.43	-	-	1,467.45	638.02	1,029.98	1,668.00
Caterpillar Financial Services	NOTE	3.400	05/13/25	722.50	-	-	1,926.67	1,204.17	(46.43)	1,157.74
General Dynamics Corporation	NOTE	3.500	05/15/25	544.44	-	-	1,565.28	1,020.84	(635.58)	385.26
Qualcomm Incorporated	NOTE	3.450	05/20/25	421.67	-	-	1,571.67	1,150.00	(318.41)	831.59
Pfizer Inc	NOTE	0.800	05/28/25	31.67	-	-	348.33	316.66	204.10	520.76
Truist Financial Corp	NOTE	2.280	06/09/25	4,081.46	4,552.58	-	1,287.79	1,758.91	-	1,758.91
Cisco Systems Inc	NOTE	3.500	06/15/25	6,455.56	7,000.00	-	622.22	1,166.66	66.68	1,233.34
Treasury Note	NOTE	2.875	06/15/25	21,240.44	23,000.00	-	2,148.35	3,907.91	859.21	4,767.12
Treasury Note	NOTE	0.250	06/30/25	1,830.84	2,187.50	-	12.09	368.75	933.67	1,302.42
Treasury Note	NOTE	3.000	07/15/25	13,597.83	-	-	16,630.43	3,032.60	1,155.63	4,188.23
Intel Corp	NOTE	3.700	07/29/25	5,015.56	-	-	6,248.89	1,233.33	(837.37)	395.96
State Street Corporation	NOTE	3.550	08/18/25	4,824.55	-	-	6,229.76	1,405.21	(1,012.80)	392.41
Burlington Northern Santa Fe LLC	NOTE	3.650	09/01/25	2,965.63	-	-	3,954.17	988.54	75.47	1,064.01
John Deere Capital Corp	NOTE	4.050	09/08/25	3,968.44	-	-	5,402.81	1,434.37	(14.46)	1,419.91
FFCB	NOTE	4.250	09/30/25	7,201.39	-	-	10,743.06	3,541.67	114.04	3,655.71
FNMA Benchmark Note	NOTE	0.500	11/07/25	1,051.67	-	-	2,366.25	1,314.58	311.02	1,625.60
Lockheed Martin Corporation	NOTE	3.550	01/15/26	5,565.61	-	-	6,793.32	1,227.71	(343.47)	884.24
Treasury Note	NOTE	0.500	02/28/26	-	-	-	813.54	120.85	786.82	907.67
Prudential Financial Inc	NOTE	1.500	03/10/26	1,518.75	-	-	2,081.25	562.50	(98.18)	464.32

**Burbank-Glendale-Pasadena Airport Authority - PFC Account**  
**Earnings Report**  
**12/01/22-12/31/22**

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
Sierra Pacific Power	NOTE	2.600	05/01/26	812.50	-	-	1,625.00	812.50	(264.67)	547.83
FHLB	NOTE	1.880	09/11/26	1,250.00	-	-	1,718.75	468.75	(259.24)	209.51
Morgan Stanley	NOTE	6.140	10/16/26	-	-	1,491.88	1,555.81	63.93	(6.81)	57.12
FHLB	NOTE	2.130	12/11/26	7,024.31	7,437.50	-	826.39	1,239.58	(346.67)	892.91
<b>Subtotal</b>				<b>\$ 289,236.91</b>	<b>\$ 80,983.83</b>	<b>\$ 2,305.42</b>	<b>\$ 307,245.20</b>	<b>\$ 96,686.70</b>	<b>\$ (17,132.41)</b>	<b>\$ 79,554.29</b>
<b>CASH EQUIVALENTS</b>										
Blackrock Liquidity Funds				-	846.65	-	-	846.65	-	846.65
<b>Subtotal</b>				<b>\$ -</b>	<b>\$ 846.65</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 846.65</b>	<b>\$ -</b>	<b>\$ 846.65</b>
<b>TOTAL</b>				<b>\$ 289,236.91</b>	<b>\$ 81,830.48</b>	<b>\$ 2,305.42</b>	<b>\$ 307,245.20</b>	<b>\$ 97,533.35</b>	<b>\$ (17,132.41)</b>	<b>\$ 80,400.94</b>

**BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

**SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS  
MONTH AND SIX MONTHS ENDED DECEMBER 31, 2022 & 2021**

	December 2022									
	Monthly Performance					Fiscal YTD Performance (July 2022 - December 2022)				
	A	B	C	D	E	F	G	H	I	J
	Actual \$ Dec 2022	Budget Dec 2022	Actual \$ Prior Year Dec 2021	Note	Variance Actual Vs. Budget	Fiscal YTD	Fiscal YTD Budget	Actual \$ Prior Year Fiscal YTD	Note	Variance Actual Vs. Budget
	<b>OPERATING ACTIVITY</b>									
	<b>CASH RECEIPTS FROM OPERATIONS</b>									
1	\$403,133	\$375,000	\$412,485	(2)	\$28,133	\$2,694,225	\$2,295,584	\$2,142,664	(2)	\$398,641
2	2,291,321	1,964,167	2,119,782	(3)	327,154	15,646,442	12,215,233	12,519,843	(3)	3,431,209
3	1,883,137	1,142,942	1,369,761	(4)	740,195	9,330,833	7,011,575	7,569,614	(4)	2,319,258
4	1,334,601	1,281,226	1,345,018	(5)	53,375	8,031,873	7,687,356	7,534,732	(5)	344,517
5	320,785	170,000	258,107	(6)	150,785	1,886,597	1,048,677	1,236,616	(6)	837,920
6	97,690	81,666	182,943	(7)	16,024	873,725	502,942	699,755	(7)	370,783
7	271,714	295,833	137,073	(8)	(24,119)	2,480,449	1,774,998	2,578,575	(8)	705,451
8	\$6,602,381	\$5,310,834	\$5,825,169	(1)	\$1,291,547	\$40,944,144	\$32,536,365	\$34,281,799	(1)	\$8,407,779
	<b>CASH DISBURSEMENTS FROM OPERATIONS</b>									
9	(\$137,627)	(\$145,918)	(\$31,824)	(10)	\$8,291	(\$581,369)	(\$734,972)	(\$446,258)	(10)	\$153,603
10	(334,515)	(366,524)	(247,163)	(11)	32,109	(2,049,421)	(2,192,242)	(1,707,453)	(11)	142,821
11	(2,979,783)	(3,303,928)	(2,002,271)	(12)	324,145	(15,655,666)	(17,014,724)	(13,523,473)	(12)	1,359,058
12	(606,357)	(617,693)	(273,471)	(13)	11,336	(3,435,353)	(4,156,503)	(3,414,507)	(13)	721,150
13	(529,187)	(492,391)	(657,606)	(14)	(36,796)	(3,525,803)	(3,559,644)	(3,230,429)	(14)	33,841
14	(4,093)	(18,010)	(51,056)	(15)	13,917	(351,188)	(440,550)	(254,260)	(15)	89,362
15	(380,375)	(380,375)	(380,125)	(16)	0	(2,282,250)	(2,282,250)	(2,280,750)	(16)	0
16	0	0	0	(16)	0	(1,611,637)	(1,308,775)	(1,039,611)	(16)	(302,862)
17	(\$4,971,937)	(\$5,324,939)	(\$3,643,516)	(9)	\$353,002	(\$29,492,687)	(\$31,689,660)	(\$25,896,741)	(9)	\$2,196,973
18	<b>\$1,630,444</b>	<b>(\$14,105)</b>	<b>\$2,181,653</b>		<b>\$1,644,549</b>	<b>\$11,451,457</b>	<b>\$846,705</b>	<b>\$8,385,058</b>		<b>\$10,604,752</b>
	<b>FACILITY IMPROVEMENT TRANSACTIONS</b>									
	<b>CASH DISBURSEMENTS</b>									
19	\$0	\$0	(\$180)	(17)	\$0	\$0	\$0	(\$877)	(17)	\$0
20	(2,951,139)	(382,125)	(2,146)	(18)	(2,569,014)	(4,434,531)	(5,615,250)	(357,003)	(18)	1,180,719
21	(358,928)	(1,349,000)	(37,399)	(19)	490,072	(2,323,939)	(3,794,000)	(521,616)	(19)	1,470,061
22	(\$3,810,067)	(\$1,731,125)	(\$39,725)		(\$2,078,942)	(\$6,758,470)	(\$9,409,250)	(\$879,496)		\$2,650,780
23	\$0	\$0	\$0	(17)	\$0	\$0	\$0	\$0	(17)	\$0
24	0	24,177	0	(20)	(\$24,177)	113,340	2,498,290	2,330,550	(20)	(2,384,950)
25	430,739	115,823	1,170,259	(21)	\$314,916	2,462,800	2,311,710	1,242,296	(21)	151,090
26	\$430,739	\$140,000	\$1,170,259		\$290,739	\$2,576,140	\$4,810,000	\$3,572,846		(\$2,233,860)
27	<b>(\$3,379,328)</b>	<b>(\$1,591,125)</b>	<b>\$1,130,534</b>		<b>(\$1,788,203)</b>	<b>(\$4,182,330)</b>	<b>(\$4,599,250)</b>	<b>\$2,693,350</b>		<b>\$416,920</b>
28	\$2,282,250	\$318,155	\$2,280,750	(22)	\$1,964,095	\$3,377,364	\$1,908,930	\$5,854,465	(22)	\$1,468,434
29	\$2,282,250	\$318,155	\$2,280,750		\$1,964,095	\$3,377,364	\$1,908,930	\$5,854,465		\$1,468,434
30	<b>\$533,366</b>	<b>(\$1,287,075)</b>	<b>\$5,592,937</b>		<b>\$1,820,441</b>	<b>\$10,646,491</b>	<b>(\$1,843,615)</b>	<b>\$16,932,873</b>		<b>\$12,490,106</b>



# **BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

## **NOTES TO SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS MONTH AND SIX MONTHS ENDED DECEMBER 31, 2022 & 2021**

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

The FY 2023 Capital Program expenditures are primarily funded by the following sources:

- FAA-approved Passenger Facility Charge ("PFC") program receipts/reserves;
- Grants; and
- Operating Revenues

The FY 2023 Replacement Passenger Terminal Project expenditures are initially funded with Airport Reserves and will be reimbursed through future Interim Financing, which is expected to be completed before June 30, 2023.

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 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.

A Supplemental Schedule of Cash Receipts and Disbursements reflecting the activities related to the 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.

Due to uncertainties including impacts from COVID-19 variants, unstable global events, inflationary pressures and potential economic recession, the Authority continued its conservative outlook on passenger recovery into FY 2023. The Authority's Adopted FY 2023 budget was based on the following quarterly activity assumptions:

- Q1 (July - September): a reduction of 10% (represents recovery of 90%)
- Q2 (October - December): a reduction of 15% (represents recovery of 85%)
- Q3 (January - March): a reduction of 20% (represents recovery of 80%)
- Q4 (April - June): a reduction of 15% (represents recovery of 85%)

Passengers decreased by 3.28% FYTD December when compared to pre-COVID levels. The result at FYTD December was favorably above the blended budgeted assumption of a passenger reduction of 12.50% resulting in positive financial performance.

The Adopted FY 2023 Budget includes the use of \$3.8 million in federal relief funds to support the 2015 Bond debt service.

(Continued)



# **BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

## **NOTES TO SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS MONTH AND SIX MONTHS ENDED DECEMBER 31, 2022 & 2021**

**NOTE (1) – Cash Receipts from Operations**

Cash receipts from operations exceed the budget FYTD December. On an accrual basis, operating revenues exceed the budget FYTD December by \$6,022,674. See notes 2 through 8 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. On an accrual basis, Landing Fees combined with Fuel Flowage Fees exceed the budget by \$380,349 FYTD December.

**NOTE (3) – Parking Fees**

Parking fee revenues performed above the budget forecast. Accrual basis Parking Fees are \$2,864,644 ahead of budget FYTD December.

**NOTE (4) – Rental/Concession Receipts - Terminal Building**

Terminal Building rental/concession receipts exceed the budget FYTD December partially due to the timing of receipts. Accrual basis Terminal Building rents/concessions exceed the budget by \$1,097,152 FYTD December.

**NOTE (5) – Rental Receipts - Other Buildings**

Other Buildings rental receipts exceed the budget FYTD December partially due to the timing of receipts. Accrual basis Other Building rents are \$268,553 ahead of budget FYTD December due to CPI adjustments.

**NOTE (6) – Ground Transportation**

This category consists of off-airport access fees and TNC activity. Accrual basis Ground Transportation receipts exceed the budget by \$797,072 FYTD December.

**NOTE (7) – Other Receipts**

This category consists primarily of filming, TSA LEO reimbursements, fingerprint/badge renewal fees, noise fees, access fees, and ground handling services for the airlines. Accrual basis Other Receipts are \$203,303 ahead of budget FYTD December.

**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, the timing of coupon payments and individual investment maturities. Accrual basis investment income exceeds the budget by \$411,601 FYTD December.

**NOTE (9) – Cash Disbursements from Operations**

Overall operating disbursements on a cash basis and accrual basis are favorably under the budget FYTD December. See additional information on operating disbursement in notes 10 through 16.

**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.

(Continued)

## **BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

### **NOTES TO SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS MONTH AND SIX MONTHS ENDED DECEMBER 31, 2022 & 2021**

**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 Memorandum of Understanding effective February 2020. 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 primarily includes public relations/advertising, air service retention, and license/permit fees.

**NOTE (16) – Parking Tax**

The 12% City of Burbank parking tax is paid quarterly for the prior three-month period. The next remittance, covering parking activity for the months of October, November and December 2022, is due January 2023.

**NOTE (17) – Noise Mitigation Program**

FAA Grants are budgeted to partially fund the Part 150 Update project. A RFP for the Part 150 Update is anticipated to be issued in 3rd Quarter FY 2023.

**NOTE (18) – Other Facility Improvement Program Projects**

Other Facility Improvement Program Project costs on a cash basis are under budget FYTD December by \$1,180,719 due to delays in construction for several projects.

**NOTE (19) – Replacement Passenger Terminal Project**

The Authority has programmed \$34,225,000 from Airport Reserves to fund the Replacement Passenger Terminal Project. The Airport Reserves will be reimbursed through future Interim Financing. Replacement Passenger Terminal Project costs on a cash basis are under budget FYTD December by \$1,470,061. The majority of the FYTD December cash expenditures of \$2,323,939 are related to Jacobs Project Management services (\$1,686,117).

**NOTE (20) – FAA Grants – Other Facility Improvement Program Projects**

FAA Grants are budgeted to partially fund the Taxiway C Pavement Rehabilitation project.

(Continued)

## **BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

### **NOTES TO SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS MONTH AND SIX MONTHS ENDED DECEMBER 31, 2022 & 2021**

**NOTE (21) – Passenger Facility Charge Receipts/Reserves**

A number of capital projects are budgeted to be funded or partially funded by Passenger Facility Charges, including the Taxiway C Pavement Rehabilitation Project, the Airfield Lighting Vault Project, the Runway 8 PAPI Relocation Project and the Part 150 Update Project. The majority of FYTD December receipts represents reimbursement of FY 2022 costs of the Taxiway A Rehabilitation Project (\$1,344,570) and reimbursement of the costs of the Airfield Lighting Vault Project (\$956,506).

**NOTE (22) – Federal Relief Grant Funds**

The Adopted FY 2023 Budget includes the use of \$3.8 million in federal relief funds to support the 2015 Bond debt service. FYTD December receipts in the amount of \$3,377,364 represent reimbursement of FY 2022 personnel costs (\$1,095,114) and July to December 2022 payments for 2015 Bond Debt Service (\$2,282,250).

**BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**  
**SUPPLEMENTAL SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS**  
**REGIONAL INTERMODAL TRANSPORTATION CENTER / CONSOLIDATED RENTAL CAR FACILITY PAYMENTS AND COLLECTIONS**  
**MONTH AND SIX MONTHS ENDED DECEMBER 31, 2022 & 2021**

Monthly Performance						December 2022					
A	B	C	D	E		F	G	H	I	J	
Actual \$ Dec 2022	Budget Dec 2022	Actual \$ Prior Year Dec 2021	Note	Variance Actual Vs. Budget		Actual \$ Fiscal YTD	Fiscal YTD Budget	Actual \$ Prior Year Fiscal YTD	Note	Variance Actual Vs. Budget	
31	\$404,820	\$333,334	\$388,782	(1)	\$71,486	Customer Facility Charge Receipts	\$2,601,732	\$2,058,824	\$2,289,946	(1)	\$542,908
32	0	67,077	0	(2)	(67,077)	Federal Relief Grant Funds - 2012 Bond Debt Service	1,426,999	328,481	376,227	(2)	1,098,518
33	83,588	85,914	120,701	(3)	(2,326)	Facility Rent	513,866	530,641	519,397	(3)	(16,775)
34	(486,325)	(486,325)	(486,247)	0	0	Payments to Bond Trustee for 2012 Bond Debt Service	(2,917,946)	(2,917,946)	(2,917,478)		0
35	<u>\$2,083</u>	<u>\$0</u>	<u>\$23,236</u>	(4)	<u>\$2,083</u>		<u>\$1,624,651</u>	<u>\$0</u>	<u>\$268,092</u>	(4)	<u>\$1,624,651</u>

**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.

**Note (2) – Federal Relief Grant Funds**

FYTD December reimbursement in the amount of \$1,426,999 assists in covering FY 2022 costs related to the 2012 Bond Debt service .  
The adopted FY 2023 budget programs \$804,930 in Federal Relief Grant Funds (ARPA) to assist in covering the 2012 Bond Debt Service.

**Note (3) – Facility Rent**

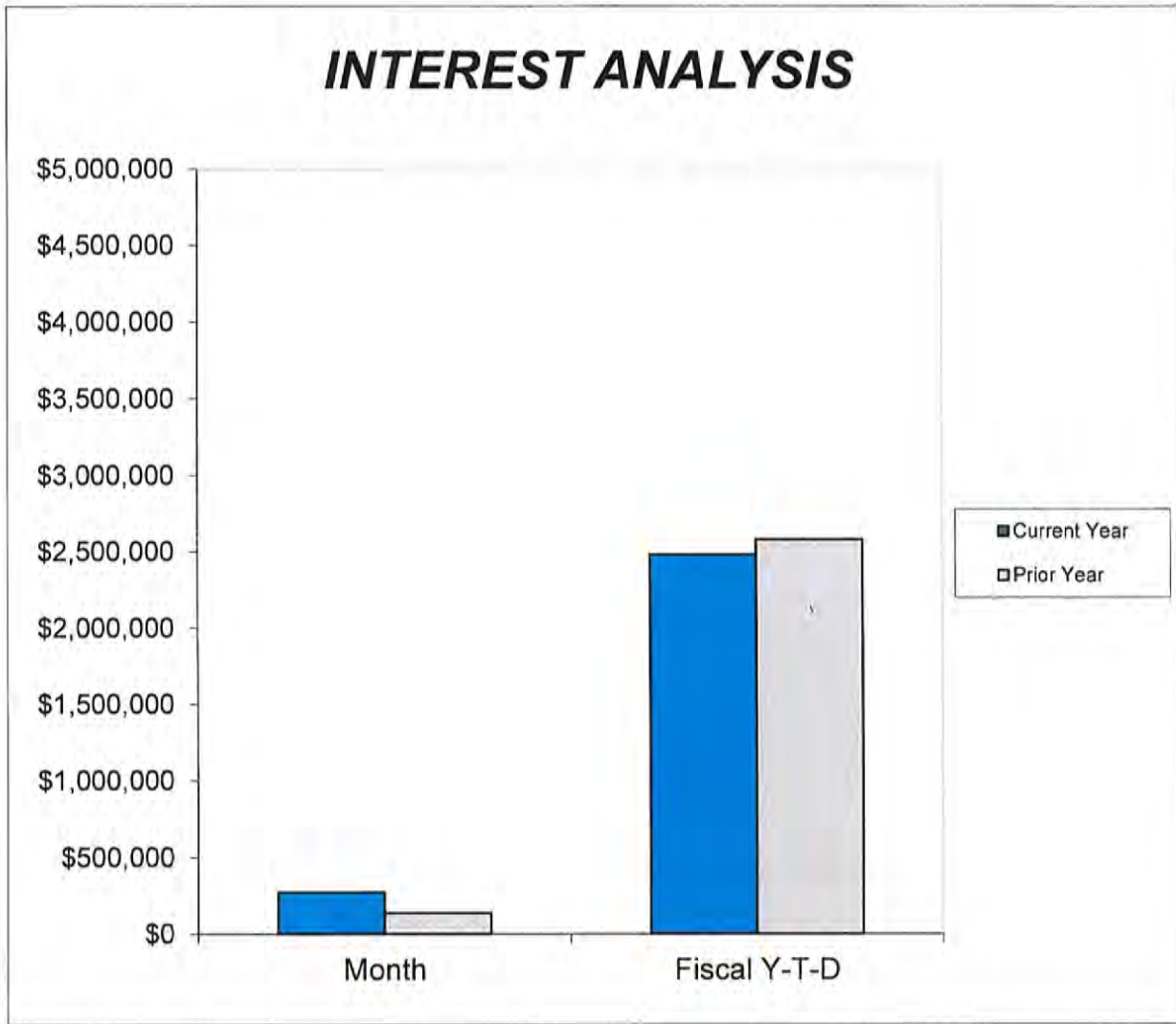
Facility Rent receipts are applied to the 2012 Bond debt service.

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

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***



	December 2022	December 2021
Interest Receipts - - Month	\$271,714	\$137,073
Interest Receipts - - Fiscal Y-T-D	\$2,480,449	\$2,578,575
Month End Portfolio Balance	\$278,948,481	\$254,617,839
Yield to Maturity	4.39%	0.74%

**Supplement to the December 2022 Treasurer's Report**

**FYTD December 2022 Cash Disbursements**

**Facility Improvement Transactions**



**BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**  
**FY 2023 Cash Disbursements - Facility Improvement Transactions**

PROJECT DESCRIPTION	Annual Budgeted Cost	FYTD 2023 (Jul - Dec) Budgeted Cost	FYTD 2023 (Jul - Dec) Cash Basis Cost	FYTD 2023 (Jul - Dec) Budget Variance Fav. / (Unfav.)	Project Status FYTD 2023 (Jul - Dec)
<b>BUILDING IMPROVEMENTS</b>					
1) Minor Building Improvements	250,000	60,000	-	60,000	Certain projects underway
<b>TOTAL BUILDING IMPROVEMENTS</b>	<b>\$ 250,000</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ 60,000</b>	
<b>IT/COMMUNICATIONS/SECURITY</b>					
2) Communications Center Equipment Replacement	550,000	-	-	-	To commence 2nd half FY 2023
3) IT Network Infrastructure Equipment Replacement	350,000	-	-	-	To commence 2nd half FY 2023
4) DVSS Hardware Replacement/Upgrades	225,000	-	-	-	To commence 2nd half FY 2023
5) Parking Lot Revenue Control Equipment Upgrades	210,000	-	-	-	To commence 2nd half FY 2023
<b>TOTAL IT/COMMUNICATIONS/SECURITY</b>	<b>\$ 1,335,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>EQUIPMENT</b>					
6) ARFF Rescue Vehicle Replacement (Rescue # 17)	400,000	-	-	-	P.O. issued - delivery by FYE 2023
7) HVAC Replacements	175,000	90,000	-	90,000	To commence 2nd half FY 2023
8) Airfield Maintenance Equipment (Mower)	160,000	-	-	-	Anticipated 2nd half of FY 2023
9) ARFF Truck Replacement (bid and award process)	15,000	100,000	95,325	4,675	
<b>TOTAL EQUIPMENT</b>	<b>\$ 750,000</b>	<b>\$ 190,000</b>	<b>\$ 95,325</b>	<b>\$ 94,675</b>	
<b>RUNWAY / TAXIWAY / ROADWAY PROJECTS</b>					
10) Taxiway C Pavement Rehabilitation - Construction	3,400,000	3,100,000	2,682,402	417,598	Project completion 2nd half of FY 2023
11) Airfield Lighting Vault Replacement - Construction	3,000,000	1,500,000	1,042,276	457,724	Project completion 2nd half of FY 2023
12) Runway 8 PAPI Relocation	455,000	210,000	146,729	63,271	Project completion 2nd half of FY 2023
13) Runway/Taxiway Shoulder Rehabilitation - Design	500,000	-	-	-	To commence 2nd half FY 2023
14) Landside Roadway and Pavement Construction	325,000	30,000	1,750	28,250	To commence 2nd half FY 2023
15) Parking Lot Improvements	575,000	150,000	1,125	148,875	PO \$105,000 issued to ISSA Electric for reconfiguration electrical work in Jan 2023
16) Electric Vehicle (EV) Charging Infrastructure	100,000	-	-	-	Under planning development
17) Taxiway A Rehabilitation - Construction	-	-	205,360	(205,360)	FY 2022 accrued costs - project completed
<b>TOTAL RUNWAY/TAXIWAY/ROADWAY</b>	<b>\$ 8,355,000</b>	<b>\$ 4,990,000</b>	<b>\$ 4,079,642</b>	<b>\$ 910,358</b>	
<b>NOISE MITIGATION</b>					
18) Part 150 Update	\$ 1,000,000	\$ -	\$ -	\$ -	To commence 2nd half FY 2023
<b>TOTAL NOISE MITIGATION</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>DEVELOPMENT</b>					
19) Replacement Passenger Terminal Project	\$ 34,225,000	\$ 3,794,000	\$ 2,323,939	\$ 1,470,061	Includes FY 2022 accrued costs
20) RITC Art in Public Places	-	-	17,125	(17,125)	Paid with CFC funds
<b>TOTAL DEVELOPMENT</b>	<b>\$ 34,225,000</b>	<b>\$ 3,794,000</b>	<b>\$ 2,341,064</b>	<b>\$ 1,452,936</b>	
<b>O &amp; M CAPITAL</b>	<b>\$ 914,500</b>	<b>\$ 375,250</b>	<b>\$ 242,439</b>	<b>\$ 132,811</b>	
<b>TOTAL</b>	<b>\$ 46,829,500</b>	<b>\$ 9,409,250</b>	<b>\$ 6,758,470</b>	<b>\$ 2,650,780</b>	

**Supplement to the December 2022 Treasurer's Report**

**FYTD December 2022 Cash Expenditures**

**Replacement Passenger Terminal Project (RPT)**



**BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**  
**Replacement Passenger Terminal Project (RPT)**  
**FY 2023 Cash Expenditures: Authorized Contracts**

Consultant/Vendor	Scope of Work	Authorized Contract Amount (1)	Q2 FY 2023 (Oct - Dec) Cash Expenditures	FYTD 2023 (Jul - Dec) Cash Expenditures	Remaining Contract Amount
Jacobs Project Management Company (1a)	Program Management Services	\$ 13,321,911	996,751	1,686,117	11,635,794
Airport & Aviation Professionals Inc. (AvAirPros) (1b)	Airline Technical & Financial Coordination Services	50,000	20,898	65,452	(15,452)
Conway Consulting (1b)	Technical Support	184,000	-	15,908	168,092
Georgino Development (1b)	Strategic Planning Services	36,000	13,500	26,500	9,500
Public Resources Advisory Group (PRAG) (1b)	Financial Advisory Services	75,000	36,156	60,679	14,321
Ricondo & Associates (1b)	Financial Feasibility Services	90,000	40,361	75,829	14,171
Geosyntec Consultants (1c)	Soil Management Services	44,000	-	4,181	39,819
Holder, Pankow, TEC JV (1d)	Design Builder	55,000,000	-	-	55,000,000
Orrick, Herrington & Sutcliffe (2)	Bond Counsel	N/A	33,755	33,755	N/A
Richards, Watson & Gershon (2)	Legal Services	N/A	47,474	81,427	N/A
Ring Bender (2)	Legal Services	N/A	455	455	N/A
RS&H (3)	Environmental Impact Study (EIS) Services	AIP / PFC Funded	8,272	192,483	N/A
XI-3 Corporation (4)	Consulting Services	96,000	-	35,310	N/A
City of Burbank (5)	Burbank Water & Power Aid-in-Construction deposit	N/A	-	25,000	N/A
Meetings	Various Expenses	N/A	17,029	17,229	N/A
Licenses & Fees	Various Expenses	N/A	3,614	3,614	N/A
<b>TOTALS</b>		<b>\$ 68,896,911</b>	<b>\$ 1,218,266</b>	<b>\$ 2,323,939</b>	<b>\$ 66,866,245</b>

(1) Authorized NTE Contract amounts represent Commission approved appropriations. The FY 2023 adopted budget includes appropriations of \$34,225,000 for the RPT project.

(1a) NTE authorized amount represents Program Management services contract Task Order Nos. 1 and 2 which were approved in April and September 2022, respectively. Task Order No. 1 approved a NTE of \$1,419,896 and Task Order No. 2 approved a NTE of \$1,463,250. Accrued FY 2022 expenses of \$411,101 were paid in the beginning of FY 2023.

(1b) These Professional Services contracts were presented and approved on September 20, 2021.

(1c) This Professional Services contract was approved on December 13, 2021.

(1d) In December 2022, the Commission approved \$55,000,000 for Phase 1 design services of the RPT project to develop the 60% design level and Guaranteed Maximum Price. It is anticipated Phase 1 services will be expended through April 2024. The adopted FY 2023 budget includes \$26,637,000 in appropriations and additional appropriations will be included in the proposed FY 2024 budget.

(2) Legal services and professional services to be utilized on an as needed basis.

(3) RS&H expenditures are related to the EIS and are fully funded through AIP grant and PFC revenues.

(4) XI-3 Corporation: RFP coordination and technical support services for the selection of a progressive design-builder. Commission approved professional services agreement in July 2022 (NTE \$50,000) which was increased by an amendment in October 2022 to NTE \$96,000.

(5) BWP study for power requirements for RPT and ancillary facilities.

**STAFF REPORT PRESENTED TO THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
APRIL 3, 2023**

**AMENDMENT NO. 5  
TO AMENDED AND RESTATED EMPLOYMENT AGREEMENT  
WITH DIRECTOR OF PUBLIC SAFETY/CHIEF OF POLICE**

Presented by John Hatanaka  
Sr. Deputy Executive Director

**SUMMARY**

This item seeks Commission authorization to execute Amendment No. 5 to the Authority's amended and restated employment agreement, copy attached, with the Director of Public Safety/Chief of Police. The amendment is for a two-year extension with a salary and benefits increase. The base salary (retroactive to April 1, 2023) in the first extension year will be \$250,000, and will be \$275,000 in the second extension year. Additionally, a retention bonus of \$25,000 will be paid in each extension year. Finally, the amendment also provides for POST Executive Level Certificate pay of \$24,000 in the first extension year and \$30,000 in the second extension year.

**BACKGROUND**

In April 2012, the Authority executed an amended and restated employment agreement with Edward B. Skvarna to provide for his continued employment as Director of Public Safety/Chief of Police. The Commission previously has approved four amendments to the agreement. On March 17, 2014, following the conclusion of labor negotiations with the police union, the agreement was amended to: (i) increase Chief Skvarna's annual base salary; and (ii) provide for monthly POST Certificate and range training payments to Chief Skvarna consistent with the monthly POST Certificate and range training payments to the Authority's Police Officers and Sergeants. On March 20, 2017, the agreement was amended to: (i) extend the term by three years (until April 1, 2020); (ii) increase Chief Skvarna's annual base salary; (iii) increase Chief Skvarna's POST Certificate payment; and (iv) reduce the amount of Comprehensive Annual Leave that Chief Skvarna may accrue. On September 23, 2019, the agreement was amended to extend the term by three years (until April 1, 2023). Most recently, on April 6, 2020, the agreement was amended to memorialize Chief Skvarna's ability to make personal use of an Authority vehicle in compliance with the Airport Authority Vehicle Take-Home Policy.

Additionally, in accordance with Section 4(A) of the agreement, the Commission previously has approved five salary memoranda. On May 4, 2015, the first salary memorandum granted a one-time 3% merit bonus. On March 7, 2016, the second salary memorandum granted a 3% salary increase. On June 18, 2018, the third salary memorandum granted a 3% salary increase. On September 23, 2019, the fourth salary memorandum granted a 3% salary increase. Most recently, on April 4, 2022, the fifth salary memorandum granted a 6% salary increase resulting in a base salary of \$203,257.51.

### RECOMMENDATION

It is recommended that the Commission approve the attached Amendment No. 5 to provide the Director of Public Safety/Chief of Police with a two-year extension with a salary and benefits increase as described above.

**AMENDMENT NO. 5 TO  
AMENDED AND RESTATED EMPLOYMENT AGREEMENT  
BETWEEN BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
AND EDWARD B. SKVARNA**

THIS AMENDMENT NO. 5 (“Fifth Amendment”) to the April 1, 2012 Amended and Restated Employment Agreement (“Agreement”) executed by the Burbank-Glendale-Pasadena Airport Authority, a California joint powers agency (“Employer”), and Edward B. Skvarna, an individual (“Employee”), is dated April 3, 2023 for reference purposes.

**RECITALS**

- A. The parties executed the Agreement to amend and restate their September 1, 2005 Employment Agreement, and to otherwise continue Employer’s employment of Employee in the role of Director of Public Safety/Chief of Police.
- B. The parties have executed the following amendments to the Agreement (collectively, the “Prior Amendments”):
  - 1. A March 17, 2014 Amendment No. 1 to: (i) increase Employee’s annual base salary; and (ii) provide for monthly POST Certificate and range training payments to Employee consistent with the monthly POST Certificate and range training payments to Employer’s Police Officers and Sergeants pursuant to the January 21, 2014 Memorandum of Understanding executed by Employer and the Burbank Airport Police Officers Association, Local 576.
  - 2. A March 20, 2017 Amendment No. 2 to: (i) extend the term by three years (until April 1, 2020); (ii) increase Employee’s annual base salary; (iii) increase Employee’s POST Certificate payment; and (iv) reduce the amount of Comprehensive Annual Leave that Employee may accrue.
  - 3. A September 30, 2019 Amendment No. 3 to: extend the term by three years (until April 1, 2023).
  - 4. An April 6, 2020 Amendment No. 4 to memorialize Employee’s ability to make personal use of an Authority vehicle in compliance with Employer’s Airport Authority Vehicle Take-Home Policy.
- C. The parties have provided for increases to Employee’s annual base salary by executing the following memoranda (collectively, the “Salary Memoranda”) as supplements to the Agreement: a May 4, 2015 Salary Memorandum No. 1; a March 7, 2016 Salary Memorandum No. 2; a June 18, 2018 Salary Memorandum No. 3; a September 23, 2019 Salary Memorandum No. 4; and an April 4, 2022 Salary Memorandum No. 5.
- D. The parties desire to amend the Agreement to: (i) extend the term by two years (until April 1, 2025); (ii) increase Employee’s annual base salary; (iii) increase Employee’s POST Certificate payment; and (iv) provide for payment of a retention bonus in each of the extension years.

**NOW, THEREFORE**, the parties agree as follows:

1. Amendment of Section 1. Section 1 (“Term”) of the Agreement is amended to read as follows:

“1. **TERM.** Effective from April 1, 2012, Employer agrees to employ Employee as its Director of Public Safety/Chief of Police and Employee agrees to continue in employment with Employer, subject to the terms and conditions of this Agreement. Unless earlier terminated as set forth herein, this Agreement shall expire on April 1, 2025. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign from his employment with Employer, subject only to Employee providing thirty (30) calendar days prior written notice to Employer.”

2. Amendment of Section 4. Paragraph A (“Base Salary”) of Section 4 (“Salary and Benefits”) of the Agreement is amended to read as follows:

“A. Base Salary. Through March 31, 2023 Employer shall pay Employee an annual salary of \$203,257.51 (Two Hundred Three Thousand Two Hundred fifty-Seven Dollars and Fifty-One cents) (as set by Salary Memorandum No. 5), subject to legally permissible or required withholding, prorated and paid on Employer’s normal paydays. Effective April 1, 2023, Employee’s annual salary shall be \$250,000 (Two Hundred Fifty Thousand Dollars). Effective April 1, 2024 Employee’s annual salary shall be \$275,000 (Two Hundred Seventy-Five Thousand Dollars). Employee’s salary is compensation for all hours worked. Employee shall be exempt from the overtime pay provisions of California law (if any) and federal law.”

3. Amendment of Section 4. Paragraph C (“POST Certificate Pay”) of Section 4 (“Salary and Benefits”) of the Agreement is amended to read as follows:

“C. POST Certificate Pay. Employee shall receive Executive POST Certificate Pay at the rate of \$10,000 (Ten Thousand Dollars) per year. Effective April 1, 2023, the rate shall be \$24,000 (Twenty-Four Thousand Dollars) per year. Effective April 1, 2024, the rate shall be \$30,000 (Thirty Thousand Dollars) per year.”

4. Amendment of Section 4. Section 4 (“Salary and Benefits”) of the Agreement is amended by adding a new Paragraph E to read as follows:

“E. Retention Bonuses. Employee shall receive a \$25,000 (Twenty-Five Thousand Dollars) retention bonus on April 1, 2023 and on April 1 , 2024.”

5. Effective Date. This Fifth Amendment shall be retroactive to April 1, 2023 and shall be deemed effective as of such date.

6. Preservation of the Agreement. Except as expressly modified or supplemented by this Fifth Amendment, all of the provisions of the Agreement (as amended by the Prior Amendments and supplemented by the Salary Memoranda) shall remain unaltered and in full force and effect. In the event of a conflict between the provisions of this Fifth Amendment and the provisions of the Agreement (as amended by the Prior Amendments and supplemented by the Salary Memoranda), the provisions of this Fifth Amendment shall control.



7. Counterparts. This Fifth Amendment may be executed in any number of counterparts, each of which, when executed and delivered, shall be deemed to be an original, and all of which, taken together, shall be deemed to be one and the same instrument.

**TO EFFECTUATE THIS FIFTH AMENDMENT**, each party has personally executed, or has caused its duly authorized representatives to execute, this Fifth Amendment by signing below.

**EMPLOYEE**



Edward B. Skvarna

**EMPLOYER**

Burbank-Glendale-Pasadena Airport Authority

Emily Gabel-Luddy, President

ATTEST:

Ara Najarian, Secretary

APPROVED AS TO FORM:

Richards, Watson & Gershon  
A Professional Corporation

## Hollywood Burbank Airport

### REVENUE PASSENGERS

	January			YTD		
Signatory Airlines	2023	2022	% Change	2023	2022	% Change
Alaska Airlines	37,176	27,074	37.31%	37,176	27,074	37.31%
American Airlines	32,952	23,677	39.17%	32,952	23,677	39.17%
Avelo Airlines	21,579	23,296	-7.37%	21,579	23,296	-7.37%
Delta Airlines	13,266	12,267	8.14%	13,266	12,267	8.14%
Flair Airlines	0	394	-100.00%	0	394	-100.00%
JetBlue Airways	6,346	6,434	-1.37%	6,346	6,434	-1.37%
Southwest Airlines	255,674	200,288	27.65%	255,674	200,288	27.65%
Spirit Airlines	14,942	7,057	111.73%	14,942	7,057	111.73%
United Airlines	19,611	9,050	116.70%	19,611	9,050	116.70%
<b>Non-Signatory Airlines</b>						
Frontier Airlines	4,197	8,656	-51.51%	4,197	8,656	-51.51%
<b>Total Revenue Passengers</b>	<b>405,743</b>	<b>318,193</b>	<b>27.51%</b>	<b>405,743</b>	<b>318,193</b>	<b>27.51%</b>
Inbound (deplaned)	202,864	158,736	27.80%	202,864	158,736	27.80%
Outbound (enplaned)	202,879	159,457	27.23%	202,879	159,457	27.23%

### AIRCRAFT OPERATIONS

	January			YTD		
	2023	2022	% Change	2023	2022	% Change
<b>Landings &amp; Takeoffs</b>						
Air Carrier	4,965	4,989	-0.48%	4,965	4,989	-0.48%
Air Taxi	2,226	1,649	34.99%	2,226	1,649	34.99%
General Aviation	1,810	2,113	-14.34%	1,810	2,113	-14.34%
Military Itinerant	14	45	-68.89%	14	45	-68.89%
<b>Subtotal</b>	<b>9,015</b>	<b>8,796</b>	<b>2.49%</b>	<b>9,015</b>	<b>8,796</b>	<b>2.49%</b>
<b>Pass Through BUR Airspace</b>						
Civil Local	1,439	2,511	-42.69%	1,439	2,511	-42.69%
Military Local		0	#DIV/0!	0	0	#DIV/0!
<b>Subtotal</b>	<b>1,439</b>	<b>2,511</b>	<b>-42.69%</b>	<b>1,439</b>	<b>2,511</b>	<b>-42.69%</b>
<b>Total Aircraft Operations</b>	<b>10,454</b>	<b>11,307</b>	<b>-7.54%</b>	<b>10,454</b>	<b>11,307</b>	<b>-7.54%</b>

**Air Carrier:** Scheduled commercial air carrier operations; including cargo operators

**Air Taxi:** Smaller aviation operators such as charters, commuter carriers or on-demand operators

**General Aviation:** Civil aviation operations for personal use

**Military Itinerant:** Military aviation activities

**Civil Local:** Civil aviation operations that pass through BUR airspace monitored by FAA ATCT at BUR

**Military Local:** Military aviation operations that pass through BUR airspace monitored by FAA ATCT at BUR

## Hollywood Burbank Airport

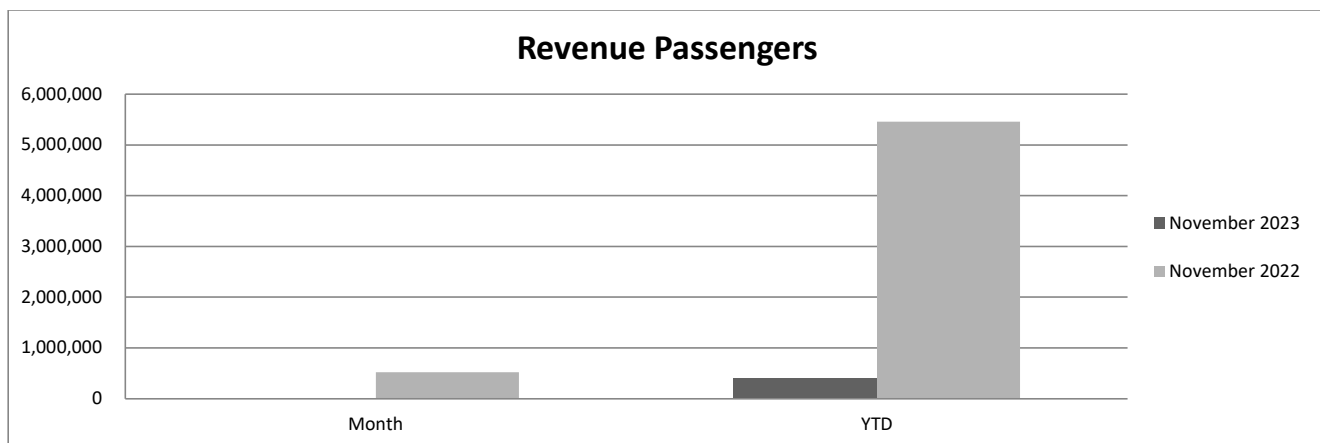
### AIR CARGO (lbs.)

	January			YTD		
	2023	2022	% Change	2023	2022	% Change
<b>Signatory Airlines</b>						
Alaska Airlines	2,448	782	213.04%	2,448	782	213.04%
American Airlines	0	210	-100.00%	0	210	-100.00%
Avelo Airlines						
Delta Airlines						
Flair Airlines						
JetBlue Airways						
Southwest Airlines	66,637	263,494	-74.71%	66,637	263,494	-74.71%
Spirit Airlines						
United Airlines	51	0	N/A	51	0	N/A
<b>Non-Signatory Airlines</b>						
Frontier Airlines						
<b>Other Scheduled Carriers</b>						
Federal Express	2,332,537	3,319,886	-29.74%	2,332,537	3,319,886	-29.74%
United Parcel Service	3,348,086	3,865,515	-13.39%	3,348,086	3,865,515	-13.39%
<b>Charter/Contract Carriers</b>						
Ameriflight	141,401	165,944	-14.79%	141,401	165,944	-14.79%
<b>Total Air Cargo</b>	<b>5,891,160</b>	<b>7,615,831</b>	<b>-22.65%</b>	<b>5,891,160</b>	<b>7,615,831</b>	<b>-22.65%</b>
Inbound (deplaned)	3,109,259	3,904,720	-20.37%	3,109,259	3,904,720	-20.37%
Outbound (enplaned)	2,781,901	3,711,111	-25.04%	2,781,901	3,711,111	-25.04%

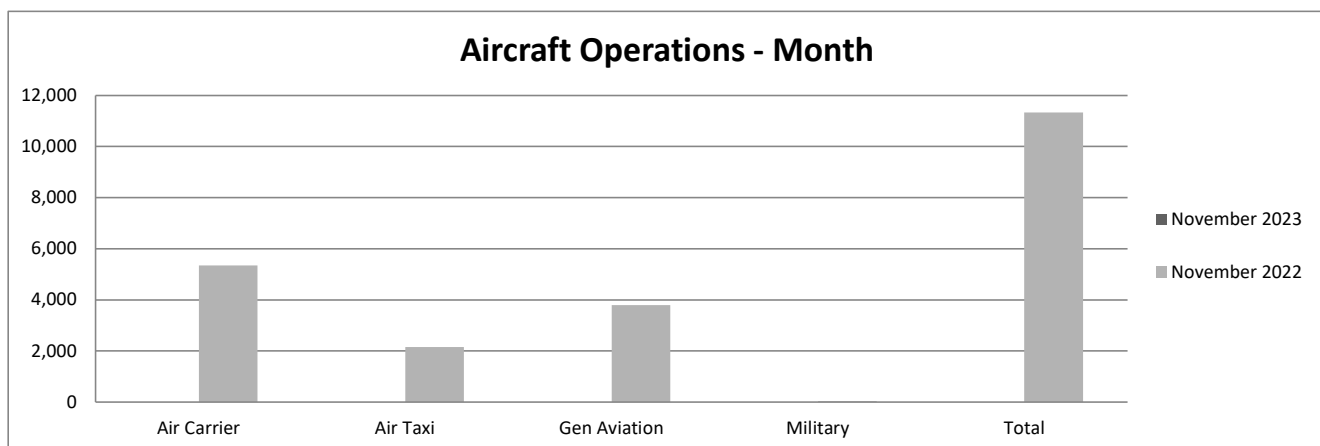
### MAIL (lbs.)

	January			YTD		
	2023	2022	% Change	2023	2022	% Change
	0	0	N/A	0	0	N/A
<b>Total Mail</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
Inbound (deplaned)	0	0	N/A	0	0	N/A
Outbound (enplaned)	0	0	N/A	0	0	N/A

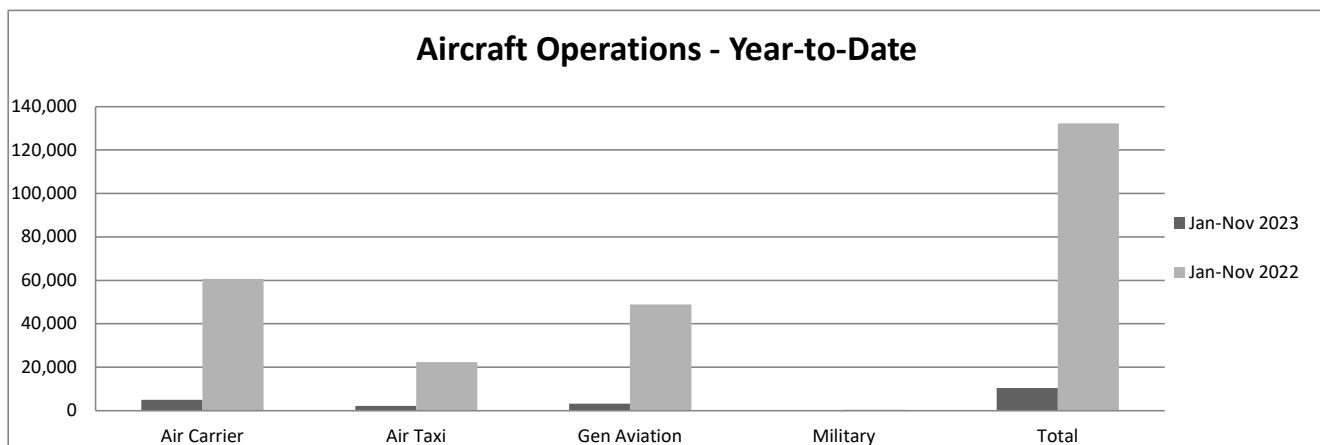




Revenue Passengers	Month	YTD
January 2023	405,743	405,743
January 2022	318,193	318,193
% Change	27.51%	27.51%



Aircraft Operations - MO	Air Carrier	Air Taxi	Gen Aviation	Military	Total
January 2023	4,965	2,226	3,249	14	10,454
January 2022	4,989	1,649	4,624	45	11,307
% Change	-0.48%	34.99%	-29.74%	-68.89%	-7.54%



Aircraft Operations - YTD	Air Carrier	Air Taxi	Gen Aviation	Military	Total
January 2023	4,965	2,226	3,249	14	10,454
January 2022	4,989	1,649	4,624	45	11,307
% Change	-0.48%	34.99%	-29.74%	-68.89%	-7.54%

# Hollywood Burbank Airport

## REVENUE PASSENGERS

	January			YTD		
Signatory Airlines	2023	2020	% Change	2023	2020	% Change
Alaska Airlines	37,176	39,837	-6.68%	37,176	39,837	-6.68%
American Airlines	32,952	32,536	1.28%	32,952	32,536	1.28%
Avelo Airlines	21,579	0	N/A	21,579	0	N/A
Delta Airlines	13,266	21,627	-38.66%	13,266	21,627	-38.66%
Flair Airlines	0	0	N/A	0	0	N/A
JetBlue Airways	6,346	18,606	-65.89%	6,346	18,606	-65.89%
Southwest Airlines	255,674	330,441	-22.63%	255,674	330,441	-22.63%
Spirit Airlines	14,942	10,115	47.72%	14,942	10,115	47.72%
United Airlines	19,611	27,714	-29.24%	19,611	27,714	-29.24%
<b>Non-Signatory Airlines</b>						
Frontier Airlines	4,197	0	N/A	4,197	0	N/A
<b>Total Revenue Passengers</b>	<b>405,743</b>	<b>480,876</b>	<b>-15.62%</b>	<b>405,743</b>	<b>480,876</b>	<b>-15.62%</b>
Inbound (deplaned)	202,864	239,050	-15.14%	202,864	239,050	-15.14%
Outbound (enplaned)	202,879	241,826	-16.11%	202,879	241,826	-16.11%

## AIRCRAFT OPERATIONS

	January			YTD		
	2023	2020	% Change	2023	2020	% Change
<b>Landings &amp; Takeoffs</b>						
Air Carrier	4,965	5,231	-5.09%	4,965	5,231	-5.09%
Air Taxi	2,226	2,032	9.55%	2,226	2,032	9.55%
General Aviation	1,810	2,442	-25.88%	1,810	2,442	-25.88%
Military Itinerant	14	31	-54.84%	14	31	-54.84%
<b>Subtotal</b>	<b>9,015</b>	<b>9,736</b>	<b>-7.41%</b>	<b>9,015</b>	<b>9,736</b>	<b>-7.41%</b>
<b>Pass Through BUR Airspace</b>						
Civil Local	1,439	2,057	-30.04%	1,439	2,057	-30.04%
Military Local	0	0	N/A	0	0	N/A
<b>Subtotal</b>	<b>1,439</b>	<b>2,057</b>	<b>-30.04%</b>	<b>1,439</b>	<b>2,057</b>	<b>-30.04%</b>
<b>Total Aircraft Operations</b>	<b>10,454</b>	<b>11,793</b>	<b>-11.35%</b>	<b>10,454</b>	<b>11,793</b>	<b>-11.35%</b>

**Air Carrier:** Scheduled commercial air carrier operations; including cargo operators

**Air Taxi:** Smaller aviation operators such as charters, commuter carriers or on-demand operators

**General Aviation:** Civil aviation operations for personal use

**Military Itinerant:** Military aviation activities

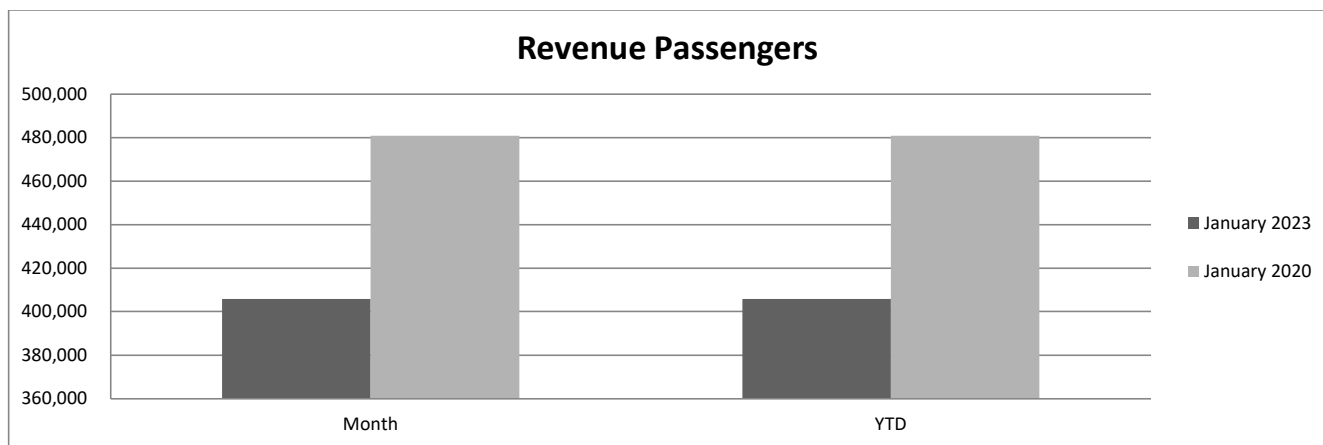
**Civil Local:** Civil aviation operations that pass through BUR airspace monitored by FAA ATCT at BUR.

**Military Local:** Military aviation operations that pass through BUR airspace monitored by FAA ATCT at BUR

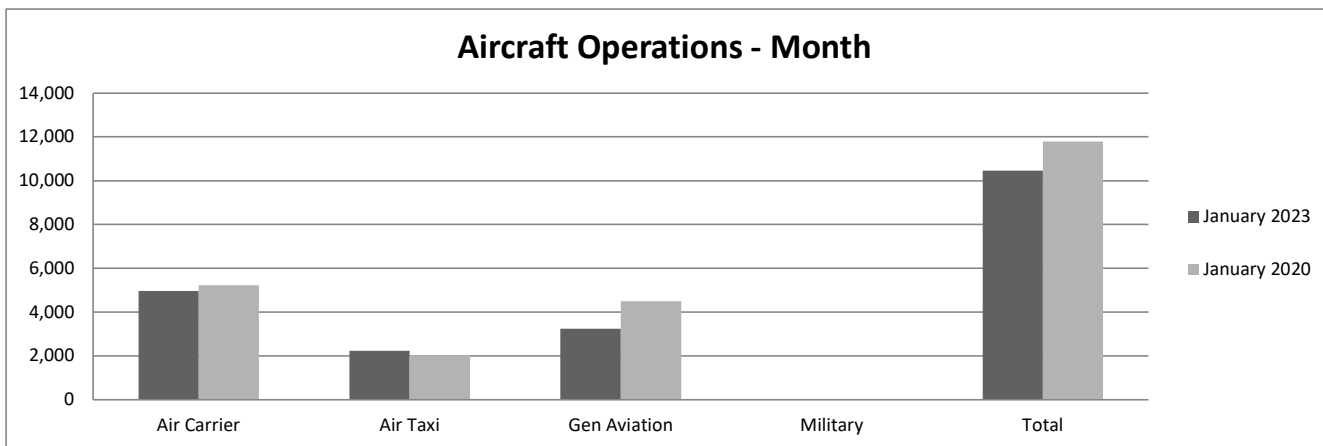
# Hollywood Burbank Airport

<b>AIR CARGO (lbs.)</b>	<b>January</b>			<b>YTD</b>		
<b>Signatory Airlines</b>	<b>2023</b>	<b>2020</b>	<b>% Change</b>	<b>2023</b>	<b>2020</b>	<b>% Change</b>
Alaska Airlines	2,448	552	343.48%	2,448	552	343.48%
American Airlines	0	18	-100.00%	0	18	-100.00%
Avelo Airlines						
Delta Airlines						
Flair Airlines						
JetBlue Airways						
Southwest Airlines	66,637	187,563	-64.47%	66,637	187,563	-64.47%
Spirit Airlines						
United Airlines	51	1,006	-94.93%	51	1,006	-94.93%
<b>Non-Signatory Airlines</b>						
Frontier Airlines						
<b>Other Scheduled Carriers</b>						
Federal Express	2,332,537	3,762,650	-38.01%	2,332,537	3,762,650	-38.01%
United Parcel Service	3,348,086	4,613,299	-27.43%	3,348,086	4,613,299	-27.43%
<b>Charter/Contract Carriers</b>						
Ameriflight	141,401	257,513	-45.09%	141,401	257,513	-45.09%
<b>Total Air Cargo</b>	<b>5,891,160</b>	<b>8,822,601</b>	<b>-33.23%</b>	<b>5,891,160</b>	<b>8,822,601</b>	<b>-33.23%</b>
Inbound (deplaned)	3,109,259	4,760,469	-34.69%	3,109,259	4,760,469	-34.69%
Outbound (enplaned)	2,781,901	4,062,132	-31.52%	2,781,901	4,062,132	-31.52%

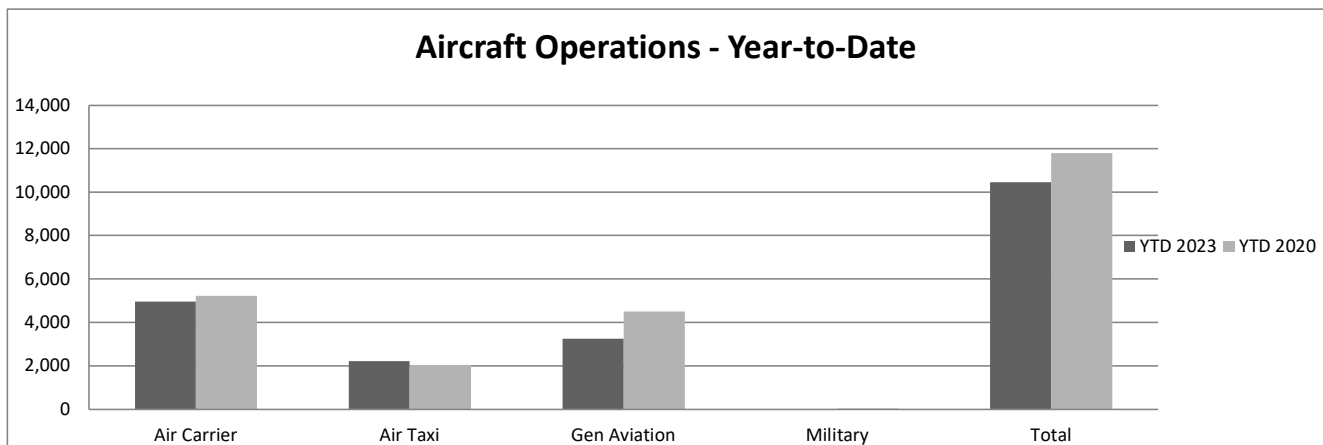
<b>MAIL (lbs.)</b>	<b>January</b>			<b>YTD</b>		
	<b>2023</b>	<b>2020</b>	<b>% Change</b>	<b>2023</b>	<b>2020</b>	<b>% Change</b>
American Airlines	0	6,032	-100.00%	0	6,032	-100.00%
<b>Total Mail</b>	<b>0</b>	<b>6,032</b>	<b>-100.00%</b>	<b>0</b>	<b>6,032</b>	<b>-100.00%</b>
Inbound (deplaned)	0	3,016	-100.00%	0	3,016	-100.00%
Outbound (enplaned)	0	3,016	-100.00%	0	3,016	-100.00%



Revenue Passengers	Month	YTD
January 2023	405,743	405,743
January 2020	480,876	480,876
% Change	-15.62%	-15.62%



Aircraft Operations - MO	Air Carrier	Air Taxi	Gen Aviation	Military	Total
January 2023	4,965	2,226	3,249	14	10,454
January 2020	5,231	2,032	4,499	31	11,793
% Change	-5.09%	9.55%	-27.78%	-54.84%	-11.35%



Aircraft Operations - YTD	Air Carrier	Air Taxi	Gen Aviation	Military	Total
YTD 2023	4,965	2,226	3,249	14	10,454
YTD 2020	5,231	2,032	4,499	31	11,793
% Change	9.55%	-25.88%	-27.78%	-54.84%	-11.35%