



March 30, 2023

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

NOTICE is hereby given that a regular meeting of the Legal, Government and Environmental Affairs Committee will be held Monday, April 3, 2023, at 9:30 a.m., or immediately following the Commission meeting, in the Burbank Room of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California 91505.

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:

(701) 802-5334
Access Code: 2451017#

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

REGULAR MEETING
OF THE
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE

Burbank Room
Monday, April 3, 2023
9:30 a.m., or Immediately Following
the Conclusion of the
Commission Meeting

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



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

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

- *Turn off cellular telephones and pagers.*
- *Refrain from disorderly or boisterous conduct, including loud, threatening, profane, or abusive language, clapping, whistling, stamping, or other acts that disrupt or otherwise render unfeasible the orderly conduct of the meeting.*
- *If you desire to address the Committee during the public comment period, fill out a speaker request card and present it to the Board Secretary.*
- *Confine remarks to agenda items or to airport-related non-agenda matters that are within the Committee's subject matter jurisdiction.*
- *Limit comments to 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 Committee less than 72 hours prior to that meeting are available for public inspection at Hollywood Burbank Airport (2627 N. Hollywood Way, Burbank) in the administrative office during normal business hours.



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

A G E N D A

Monday, April 3, 2023

1. Roll Call
2. Staff Announcement: AB 23
3. Approval of Agenda
4. Public Comment
5. Approval of Minutes
 - a. March 6, 2023 **[See page 1]**
6. Items for Approval
 - a. Award of Professional Services Agreement
Art in Public Places – Regional Intermodal Transportation Center **[See page 3]**

Staff seeks a Legal, Government and Environmental Affairs Committee recommendation to the Commission for award of a Professional Services Agreement in the amount of \$59,200 to Ms. Sarah Fernandez for the creation of artwork in satisfaction of the City of Burbank's Art in Public Places requirement for the Regional Intermodal Transportation Center at Hollywood Burbank Airport.
7. Items for Information
 - a. Committee Pending Items **[See page 5]**
8. Adjournment

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

MONDAY, MARCH 6, 2023

A special 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 11:31 a.m., by Commissioner Williams.

1. ROLL CALL

Present:	Commissioners Williams and Dyson
Absent:	Commissioner Najarian
Also Present:	Staff: Frank Miller, Executive Director; Maggie Martinez, Director, Noise and Environmental Affairs; Kyle Porter, Manager, Noise and Environmental Affairs; Pamela Marcello, Senior Director, Government and Public Affairs 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. February 6, 2023

Commissioner Dyson moved approval of the Committee minutes of the February 6, 2023 meeting, seconded by Commissioner Williams. There being no objection, the motion was approved (2-0, 1 absent).

6. Items for Approval

a. Annual Review and Adjustment of Noise Violation Fines

The Airport Authority's Resolution No. 382 requires an annual review and adjustment of noise violation fines. This adjustment is based on year-over-year increases in the Consumer Price Index ("CPI") each January. The January 2023 CPI for All Urban Consumers in the Los Angeles, Long Beach, and Anaheim area increased approximately 5.8% when compared to the January 2022 index.

Accordingly, Staff sought a Committee recommendation to the Commission for approval of increases to the current Rules 8 and 9 noise violation fines by 5.8% effective April 1, 2023, as follows: Rule 8, first violation, increased to \$1,839; Rule 8, subsequent violations, increased to \$2,670; and Rule 9, each violation, increased to \$5,348.

7. Items for Discussion

a. Legislative Update

Staff provided an update on proposed federal and state legislation of interest to the public policy arena on aviation-related issues that may impact airport operators in general or Hollywood Burbank Airport in particular.

8. Items for Information

a. Committee Pending Items

Staff updated the Committee on future pending items.

9. Adjournment

There being no further business, the meeting adjourned at 11:46 a.m.

**STAFF REPORT PRESENTED TO THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE
APRIL 3, 2023**

**AWARD OF PROFESSIONAL SERVICES AGREEMENT
ART IN PUBLIC PLACES
REGIONAL INTERMODAL TRANSPORTATION CENTER**

Presented by Scott Kimball
Deputy Executive Director Operations, Business, and SMS

SUMMARY

Staff seeks a Legal, Government and Environmental Affairs Committee ("Committee") recommendation to the Commission for award of a Professional Services Agreement ("Agreement"), copy attached, in the amount of \$59,200 to Ms. Sarah Fernandez for the creation of artwork in satisfaction of the City of Burbank's Art in Public Places ("APP") requirement for the Regional Intermodal Transportation Center ("RITC") at Hollywood Burbank Airport ("Airport").

BACKGROUND

In September 2015, through a competitive Request for Proposal ("RFP") process, the Authority retained the services of an Art Consultant. The Authority subsequently retained the services of an artist to create artwork in satisfaction of the City of Burbank's APP program. Those relationships were dissolved in the fall of 2018.

Staff presented a different approach in the summer of 2019, however, this suggestion did not meet the expectations of the Commission. While staff was reviewing alternatives to meet the APP requirement, most activities were suspended due to the COVID-19 pandemic.

Staff continued to work on this project and obtained the Commission's approval of an "Extension of Deferral of Art Covenant Agreement" with the City of Burbank in September 2021. This extension gives the Authority until August 12, 2023 to complete the project.

In December 2021, staff presented to the Commission various artwork styles for consideration. The Commission approved an Aviation History theme with direction to staff to utilize a Retro/Vintage art style.

PROCUREMENT

In order to develop an RFP for the RITC Art Panel Project and to assist with the review, evaluation and installation of the artwork, staff obtained support services from Anyone Collective LLC. The RFP was posted through PlanetBids system in October 2022 and reposted in December 2022 due to a lack of response from the initial posting.

The second posting garnered more interest from the artist community with the following table identifying the evaluation panel's weighted proposal and interview scores for each proposer:

Selection Criteria	SC-1	SC-2	SC-3		TOTAL
	Experience, Background and Past Performance	Technical Approach	Proposed Fee	Interviews	
Weighting Factor:	1	1	1	1	
Maximum Points Possible	30	30	25	15	100
ARTIST:					
Cruglez Stermann Studio	19	18	25	na	62
Arteclettica	21	14	19	na	54
JM Rizzi Studio	28	23	11	8	70
Martha Spak	26	28	10	11	75
Sarah Fernandez	26	29	12	14	81
Sijia Chen Studio	24	21	13	na	58
The Color Dreamers	19	18	12	na	49

Based on the average of the evaluation panel's scores, Sarah Fernandez has been deemed the proposer with the highest score. Ms. Fernandez is a local area artist and has demonstrated that the project timeline can be achieved.

Under the terms of the Agreement, Ms. Fernandez will design and produce six original digital paintings/drawings that the Authority will reproduce and place on existing tube steel structures on the Hollywood Way side of the RITC. The Agreement requires Ms. Fernandez to attend three Commission meetings to receive feedback on her artwork concept and does not allow final artwork preparation to begin until the Commission has approved a concept. The Authority will have full ownership of the artwork and will be able to display the original artwork at designated sites in the Airport terminal. The entire project, including design, production and installation, is anticipated to be completed in August 2023.

BUDGET

This item is not included in the approved FY 2023 budget. Funding for this program will need to be included in the proposed FY 2024 budget with the source of funds provided through the RITC CFC construction account which maintains the funding for the RITC Art in Public Places requirement.

STAFF RECOMMENDATION

Staff seeks the Committee's recommendation to the Commission that it approve the Agreement in the amount of \$59,200 for the creation of public artwork for the RITC and that it authorizes the President to execute the same.

**BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE
APRIL 3, 2023**

COMMITTEE PENDING ITEMS

Future

1. Recommendation for Approval – ACA Carbon Emissions Reduction Target
2. Study of Airport Governance Structure
3. Award of Amendment to PSA – Reliance Engineering; Technical Support – CHSRA Litigation
4. Award of Contract – Part 150 Consultant
5. AQIP MOU Report
6. Airport Rules and Regulations Revisions
7. Landscape Contractor Equipment Update