



September 28, 2023

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

NOTICE is hereby given that a regular meeting of the Executive Committee will be held Wednesday, October 4, 2023, at 9:00 a.m., in the Airport Skyroom 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:

*Dial In: (978) 990-5000  
Access Code: 880737*

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

REGULAR MEETING  
OF THE  
EXECUTIVE COMMITTEE  
Airport Skyroom  
Wednesday, October 4, 2023  
9:00 a.m.

*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

Wednesday, October 4, 2023

1. Roll Call
2. Approval of Agenda
3. Public Comment
4. Approval of Minutes
  - a. September 6, 2023 **[See page 1]**
5. Items for Discussion
  - a. Federal and State Government Legislative Affairs Update  
  
***No staff report attached. Staff will update the Committee on pending federal legislation impacting airports and the results of this year's California Legislature Session.***
6. Items for Information
  - a. City of Burbank Interior Sculpture Ordinance Amendment Delay  
  
***No staff report attached. City staff has advised Jacobs, the Authority's Replacement Passenger Terminal Program Manager, the proposed amendment to the Art in Public Places ordinance to allow for inclusion of interior sculpture work, has been delayed. Jacobs will advise the Committee on the potential impacts of this delay to the Terminal project and provide recommendations.***
  - b. Committee Pending Items **[See page 4]**
7. Closed Session
  - a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(California Government Code Section 54957(b))  
Title: Executive Director
  - b. CONFERENCE WITH LABOR NEGOTIATOR  
(California Government Code Section 54957.6)  
Authority Representative: Terence R. Boga, Esq.  
Unrepresented Employee: Executive Director
8. Adjournment

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

**WEDNESDAY, SEPTEMBER 6, 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 9:21 a.m., by Commissioner Williams.

**1. ROLL CALL**

<b>Present:</b>	Commissioners Williams and Najarian
<b>Absent:</b>	Commissioner Talamantes
<b>Also Present:</b>	Staff: Frank Miller, Executive Director; John Hatanaka, Senior Deputy Executive Director Patrick Lammerding, Deputy Executive Director, Planning and Development  Authority Counsel: Terence Boga, Esq., Richards, Watson & Gershon  Roger Johnson, Executive Program Manager, Jacobs Project Management Co.; Brent Kelley, Principal Aviation Sector Leader, Corgan; Kevin Fauvell, HPTJV Tami McCrossen-Orr, Trifiletti Consulting; Jeanne Heston, Director, Preconstruction, HPTJV

**2. Approval of Agenda**

<b>Motion</b>	Commissioner Najarian moved approval of the agenda; seconded by Commissioner Williams.
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<b>Motion Approved</b>	The motion was approved (2–0, 1 absent).
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**3. Public Comment**

There were no public comments.

**4. Approval of Minutes**

<b>a. August 2, 2023</b>	Commissioner Najarian moved approval of the Committee minutes of the August 2, 2023 meeting, seconded by Commissioner Williams. There being no objection, the motion was approved (2–0, 1 absent).
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## 5. Items for Approval

### a. Approval of Additional Aid-in-Construction Deposit for Temporary Power Replacement Passenger Terminal Project

Staff sought a recommendation from the Executive Committee to the Commission to approve an Aid-In-Construction deposit proposal with the City of Burbank in the amount of \$1,411,000 for additional material and labor cost of Burbank Water and Power to bring temporary power to the Replacement Passenger Terminal Project site.

#### Motion

Commissioner Najarian moved approval; seconded by Commissioner Williams.

#### Motion Approved

The motion was approved (2–0, 1 absent).

### b. Replacement Passenger Terminal Sustainability Certification System and Level

Staff sought a recommendation from the Executive Committee to the Commission that the Replacement Passenger Terminal Project sustainability goal shall be:

- 1) Apply for the United States Green Building Council Leadership in Energy and Environment (“LEED”) sustainability rating system certification; and
- 2) Achieve the required minimum LEED Silver certification with an aspirational goal to obtain LEED Gold certification.

#### Motion

Commissioner Najarian moved approval; seconded by Commissioner Williams.

#### Motion Approved

The motion was approved (2–0, 1 absent).

## 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. Closed Session

The meeting recessed to closed session at 9:51 a.m. to consider the items listed on the closed session, and to confer with legal counsel.

- a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(California Government Code Section 54957(b))  
Title: Executive Director
- b. CONFERENCE WITH LABOR NEGOTIATOR  
(California Government Code Section 54957.6)  
Authority Representative: Terence R. Boga, Esq.  
Unrepresented Employee: Executive Director

The meeting reconvened to open session at 10:07 a.m. with two commissioners present and one absent. No reportable action was taken on the presented item.

## **8. Adjournment**

There being no further business, the meeting was adjourned at 10:08 a.m.

**BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
EXECUTIVE COMMITTEE  
OCTOBER 4, 2023**

**COMMITTEE PENDING ITEMS**

**Future**

1. Amendment to Current Airport Use Agreement
2. Replacement Airport Use Agreement