



September 14, 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, September 18, 2023, at 8:30 a.m., 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:

*Dial In: (701) 802-5334*  
*Access Code: 2451017#*

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

REGULAR MEETING  
OF THE  
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE  
Burbank Room  
Monday, September 18, 2023  
8:30 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

Monday, September 18, 2023

1. Roll Call
2. Approval of Agenda
3. Public Comment
4. Approval of Minutes

- a. August 28, 2023

*[See page 1]*

5. Items for Approval

- a. Professional Services Agreement  
Trifiletti Consulting, Inc.

*[See page 3]*

***Staff seeks a Legal, Government and Environmental Affairs Committee recommendation to the Commission for approval of a Professional Services Agreement ("Agreement") with Trifiletti Consulting, Inc. to continue providing environmental consulting services in support of the Authority's Memorandum of Understanding with the South Coast Air Quality Management District and the implementation of the voluntary Airport measures identified in the Air Quality Improvement Plan. The proposed Agreement is for the period from November 1, 2023, to October 31, 2024.***

- b. Southern California Association of Governments Letter of Support  
Airport Passenger Ground and Air Access Study  
Caltrans Strategic Partnership Grant-Transit FY 2024-2025

*[See page 12]*

***Staff seeks a Legal, Government and Environmental Affairs Committee recommendation to the Commission to authorize a letter of support, for the Southern California Association of Governments pursuit of grant funding from Caltrans to undertake an Airport Ground and Air Access Study in 2024.***

6. Items for Information

- a. Committee Pending Items

*[See page 15]*

7. Adjournment

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

**MONDAY, AUGUST 28, 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 8:30 a.m., by Commissioner Williams.

**1. ROLL CALL**

<b>Present:</b>	Commissioners Williams and Talamantes
<b>Absent:</b>	Commissioner Najarian
<b>Also Present:</b>	Frank Miller, Executive Director John Hatanaka, Senior Deputy Executive Director; Pamela Marcello, Senior Director, Government & Public Affairs
	Authority Counsel: Terence R. Boga of Richards, Watson & Gershon

<b>2. Approval of Agenda</b>	The agenda was approved as presented. The motion was approved (2-0, 1 absent).
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<b>3. Public Comment</b>	There were no public comments.
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**4. Approval of Minutes**

<b>a. July 10, 2023</b>	Commissioner Talamantes moved approval of the July 10, 2023, Special Committee meeting minutes; seconded by Commissioner Williams.
	There being no objection, the motion was approved (2-0, 1 absent).

**5. Items for Approval**

<b>a. Renne Public Policy Group Legislative Representation Services Contract</b>	Staff presented to the Committee for recommendation to the Commission for approval of an award of a Professional Services Agreement ("Agreement") to Renne Public Policy Group for state legislative representation services in Sacramento. The proposed Agreement will have a three-year base term and two one-year extension options for the Authority. The compensation for RPPG will be \$8,300 per month plus expenses for the first year, and may be adjusted based on CPI-changes each subsequent year up to a 5% cap.
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Due to the importance of these services, subject to the Committee's recommendation, this item was also placed on the Commission's agenda for its meeting immediately following the Committee's meeting.

**Motion**

Commissioner Talamantes moved approval; seconded by Commissioner Williams.

**Motion Approved**

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

**b. Award of Professional Services Agreement  
Reliance Engineers, LLC**

Staff presented to the Committee for recommendation to the Commission for approval of an award of a Professional Services Agreement to Reliance Engineers, LLC, for continued technical support and advisory services in a not-to-exceed amount of \$95,000 in conjunction with the Authority's California Environmental Quality Act lawsuit against the California High-Speed Rail Authority.

**Motion**

Commissioner Talamantes moved approval; seconded by Commissioner Williams.

**Motion Approved**

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

**6. Items for Information**

**a. Committee Pending Items**

Staff presented pending items to the Committee members.

**7. Adjournment**

There being no further business, the meeting was adjourned at 8:40 a.m.

**STAFF REPORT PRESENTED TO THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE  
SEPTEMBER 18, 2023**

**PROFESSIONAL SERVICES AGREEMENT  
TRIFILETTI CONSULTING, INC.**

Presented by Maggie Martinez  
Director, Noise & Environmental Affairs

**SUMMARY**

Staff seeks a Legal, Government and Environmental Affairs Committee ("Committee") recommendation to the Commission for approval of a Professional Services Agreement ("Agreement") with Trifiletti Consulting Inc. ("Trifiletti"), copy attached, to continue providing environmental consulting services in support of the Authority's Memorandum of Understanding ("MOU") with the South Coast Air Quality Management District ("SCAQMD") and the implementation of the voluntary Airport measures identified in the Air Quality Improvement Plan ("AQIP"). The proposed Agreement is for the period from November 1, 2023, to October 31, 2024.

**BACKGROUND**

In 2016, the SCAQMD created an Air Quality Management Plan ("AQMP") which is intended to achieve the National Ambient Air Quality Standards for the South Coast Air Basin. The AQMP lists various measures to reduce Nitrogen Oxides ("NOx") and Volatile Organic Compounds ("VOC"), Particulate Matter ("PM") PM2.5, lead, and diesel particulate matter from non-aircraft sources. All airport operators in the basin were required by the AQMP to create an AQIP which specifically outlines actions and goals to reduce emissions in and around their facility. To memorialize the implementation terms for certain AQIP measures, each airport operator in the basin executed an MOU with the SCAQMD in 2019.

Since 2017, Trifiletti has provided its expertise to the Authority with negotiations and securing the adoption of the MOU and the development of the AQIP with the SCAQMD. The Authority is required to remit annual reports on progress made toward achieving the goals contained in the MOU. In 2017, the Authority entered into an agreement with Trifiletti to assist Staff in providing input to the SCAQMD in connection with the adoption of the AQIP, negotiating with the SCAQMD on the elements of the MOU, and to generate the required periodic reports. The MOU between the Authority and the SCAQMD was executed on December 17, 2019.

Trifiletti has assisted the Authority in producing the required annual reports to the AQMD since the first reporting period in 2020. Trifiletti's services ensure the Authority is in compliance with the MOU, and the firm monitors MOU-related and airport-related regulatory actions at the SCAQMD. These services include development of required emissions inventories and mandatory annual progress reports. This proposed Agreement will provide for Trifiletti to continue to support the Authority with the mandatory MOU reports for calendar year 2023 and related coordination and meetings with the AQMD as well as provide project support on the implementation and monitoring of Airport's voluntary AQIP measures with SCAQMD. The voluntary AQIP measures include Clean Fleet Programs, Trip Reduction Programs and the Sustainable Design Programs.

Trifiletti is a registered Women-owned Business Enterprise (“WBE”), Latino-owned Business Enterprise (“LBE”), Minority-owned Business Enterprise (“MBE”), Disadvantaged Business Enterprise (“DBE”), and Small Business Enterprise (“SBE”) with the City of Los Angeles, the County of Los Angeles, and the Los Angeles County Metropolitan Transportation Authority (Metro).

#### DETAILS

The current contract with Trifiletti expires on October 31, 2023. The proposed Agreement with Trifiletti provides for continued annual qualitative reporting of MOU initiatives as well as qualitative emissions reporting on a calendar year-end basis of those same measures and the support with the implementation and monitoring of the Airport’s voluntary AQIP measures with SCAQMD. Trifiletti’s services would be billable on a time and materials basis, not to exceed \$85,000.

The following documents have been included as exhibits for reference:

- A. Scope of Services
- B. Trifiletti Consulting Fees
- C. CDM Smith, subcontractor to Trifiletti, Scope of Work

#### FUNDING

The adopted FY 2024 budget includes appropriations for the required efforts described above.

#### STAFF RECOMMENDATION

Staff seeks that the Committee’s recommendation to the Commission that it approve the proposed Agreement with Trifiletti and authorize the President to execute the same.



August 7, 2023

Maggie Martinez  
Director, Noise and Environmental Affairs  
Hollywood Burbank Airport  
2627 N. Hollywood Way  
Burbank, CA 91505

**Subject: Trifiletti Consulting, Inc. (Trifiletti) Professional Services Agreement**

Dear Ms. Martinez,

Trifiletti Consulting is grateful for the opportunity to work with the Burbank-Glendale-Pasadena Airport Authority (Authority) to continue to provide the Authority with the required environmental consulting in connection with the South Coast Air Quality Management District (SCAQMD) Memorandum of Understanding (MOU) and related air quality and sustainability measures. Trifiletti proposes to perform the services set forth in Exhibits A and C in the amount of \$85,000 for services rendered from November 1, 2023, to October 31, 2024.

For your review and consideration, enclosed is Exhibit A, which provides a detailed description of the proposed scope of work. Exhibit B provides a breakdown of the costs and fees associated with the proposed scope of work. Exhibit C provides a detailed scope and fee proposal for Trifiletti's subconsultant, CDM Smith, to perform the annual airport emissions inventory and reporting to the SCAQMD.

We are dedicated to working with the Hollywood Burbank Airport on this important project and are available to answer questions you have regarding any aspect of the scope of work or budget described below.

Sincerely,

Lisa L. Trifiletti, Principal  
Trifiletti Consulting  
(310) 738-2099 cell



## **EXHIBIT A**

### **Scope of Services**

#### **Trifiletti Services**

Trifiletti Consulting Inc. (Trifiletti) shall assist Hollywood Burbank Airport by providing the following environmental, entitlement, land use, sustainability and governmental consulting on complex airport and transportation aviation projects and related professional services:

#### **Environmental Consulting/Advisory Services:**

- Advise on sustainability policies as necessary to support entitlement efforts at Hollywood Burbank Airport, including but not limited to coordination with the South Coast Air Quality Management District (“SCAQMD”) on updates to future Air Quality Management Plans (“AQMP”), the Southern California Association of Governments’ (“SCAG”) latest Regional Transportation Plans, and its relationship to future Memoranda of Understanding (“MOU”) with the SCAQMD.
- Advise on air quality improvement and sustainability policies as necessary to support the entitlement efforts at Hollywood Burbank Airport, including but not limited to coordination with SCAQMD on airport-related updates to the future AQMPs, SCAG’s latest Regional Transportation Plans, and its relationship to future MOUs with the SCAQMD.
- Provide strategic land use, environmental, entitlement, real estate, transportation, and governmental/public outreach consulting for airport projects, and advise, review, or prepare, as requested, environmental review documents for airport projects in compliance with the California Environmental Quality Act and the National Environmental Policy Act.
- Manage and partner with subconsultant, CDM Smith, to develop the 2023 annual emission inventories required under Burbank’s MOU with the SCAQMD. CDM Smith’s detailed scope and fee is depicted in Exhibit C.
- Lead the facilitation and coordination work with the SCAQMD, including the production of the annual status report to the SCAQMD and representation at the SCAQMD Airports Working Group, Mobile Source Committee, and SCAQMD Board Meetings, as requested by the SCAQMD.
- Provide project support on the implementation and monitoring of Air Quality Improvement Program (AQIP) measures and other sustainability initiatives as requested by the Airport.

All consulting services and related professional services shall be completed to the satisfaction of the Hollywood Burbank Airport Deputy Executive Director of Planning & Development or any other appropriate designee of the Executive Director.

All advice provided by Trifiletti shall be reviewed in a significant, substantive manner by Hollywood Burbank Airport Deputy Executive Director of Planning & Development or any other appropriate designee of the Executive Director, and Trifiletti shall not have the independent authority to enter into or approve any contracts, issue any permits, or adopt or approve any plan, report, policy, etc., on behalf of Hollywood Burbank Airport.

When interacting with Hollywood Burbank Airport personnel, other Agencies, stakeholders, the public, etc. pursuant to this Agreement, Trifiletti shall solely represent Hollywood Burbank and its interests.

## **EXHIBIT B**

### **Fee Schedule**

Trifiletti proposes to assist Hollywood Burbank Airport by providing expert environmental, entitlement, sustainability, land use, and governmental consulting on complex airport and transportation aviation projects and related professional consulting services, not to exceed \$85,000.00 for services rendered November 1, 2023, thru October 31, 2024. This amendment total includes a budget of approximately \$41,500 for Trifiletti's services at the hourly rates of:

Lisa Trifiletti, Principal	\$290 per hour
Tami McCrossen-Orr Director	\$290 per hour
Environmental Specialist	\$180 per hour
Planning Associate	\$130 per hour

CDM Smith's services shall be provided for a budget of approximately \$43,500 as described in more detail in Exhibit C.

Direct expenses such as parking, copy fees, database research, authorized travel and related expenses will be billed at actual costs.

Any out-of-state or long-distance travel required to conduct the above-mentioned workplace investigations, compliance training or related services shall be approved in advance by the Executive Director or an authorized designee.

## Summary Scope of Work

### Annual Ground Support Equipment (GSE) Emission Factors & Inventory

Beginning in 2021, and every year thereafter through 2032 (total of 12 years), BUR will be required to provide an annual GSE emissions inventory and GSE emissions factor report for the previous calendar year to the South Coast AQMD as required by the BUR-SCAQMD MOU.

CDM Smith will develop the 2023 GSE emission factors and inventories, including methodology and calculations. In addition, CDM Smith will support development of the presentation slides for the SCAQMD Mobile Source Committee Meeting when the 2023 MOU results are presented to SCAQMD. The specific Tasks include:

1. CDM Smith will calculate the 2023 NOx emission inventories for GSE and calculate the airport-wide GSE NOx emission factor to support progress tracking towards achieving the emission factor targets.
2. CDM Smith will support the development of presentation materials on the 2023 results for the SCAQMD Mobile Source Committee Meeting, anticipated to be held in the 3<sup>rd</sup> or 4<sup>th</sup> quarter of 2024.

Key assumptions for this scope include:

- The GSE data obtained for the 2022 calendar year (last year) will be incorporated by CDM Smith into the data sheets used to collect the 2023 calendar year data.
- The 2023 GSE data will be collected by BUR and provided to CDM Smith.
- The 2023 GSE data will be obtained for all tenants operating at BUR during 2023.
- CDM Smith will review the collected data and inform BUR and Trifiletti Consulting of unusual looking information or data deficiencies; BUR will be responsible for verifying this data is correct or obtaining corrected data from the tenants.
- Emissions will be developed primarily from emission factor data obtained from the CARB OFFROAD2017 and EMFAC2017 emission models, per the MOU methodology.
- CDM-Smith may also develop emission benefit estimates of the Airport Shuttle measures of the BUR-SCAQMD MOU.
- Presentation graphics and materials developed by CDM for the GSE MOU submittals to SCAQMD in June 2023 will be used in the presentation to the SCAQMD Mobile Source Committee on the 2023 BUR-SCAQMD MOU results.

Associated with the work noted above, CDM Smith staff may attend up to 3 meetings virtually or at the airport, and up to 5 additional virtual meetings with SCAQMD, including one in-person meeting.

## EXHIBIT C - CDM Smith Scope of Work

### Budget

CDM Smith estimates that the budget for completing the 2023 GSE NOx emission inventory, NOx airport-wide emission factor, and associated report, as well as preparing presentation materials for the SCAQMD Mobile Source Committee Meeting will be \$43,500. The billing rates from the current contract between CDM Smith and Trifiletti Consulting, Inc. are attached as **Exhibit A**.

### Schedule

Development of GSE MOU activities for BUR 2023 GSE emission factor and inventory calculations would begin in the 1<sup>st</sup> quarter of 2024, with the submittal of the GSE MOU documents to SCAQMD by June 1, 2024. Follow-up correspondence with SCAQMD is anticipated to continue up through the Mobile Source Committee Meeting held to review the 2023 MOU results. The Mobile Source Committee Meeting conducted to review the 2023 results is anticipated to be held in the 4<sup>th</sup> Quarter of 2024. The budget for this scope of work covers the period from November 1, 2023, through October 31, 2024.

## EXHIBIT C - CDM Smith Scope of Work

### Exhibit A

#### CDM Smith Hourly Rates

<b>2023-2024 Rates</b>	
<b>Title / Position / Labor Category</b>	<b>Hourly Rate</b>
Officer	\$ 318
Associate	\$ 291
Principal	\$ 280
Senior Professional III (Grade 8+)	\$ 259
Senior Professional II (Grade 7)	\$ 237
Senior Professional I (Grade 6)	\$ 221
Professional III (Grade 5)	\$ 210
Professional II (Grade 3/ 4)	\$ 172
Professional I (Grade 1/2)	\$ 145
Senior Staff Support (Grade 5+)	\$ 177
Staff Support (Grade 1 to 4)	\$ 129
Senior Administrative Support	\$ 146
Administrative Support	\$ 134

**STAFF REPORT PRESENTED TO THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE  
SEPTEMBER 18, 2023**

**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS  
LETTER OF SUPPORT  
AIRPORT PASSENGER GROUND AND AIR ACCESS STUDY  
CALTRANS STRATEGIC PARTNERSHIP GRANT – TRANSIT FY 2024-2025**

Presented by Aaron Galinis  
Senior Airport Planner

**SUMMARY**

Staff seeks a Legal, Government and Environmental Affairs Committee (“Committee”) recommendation to the Commission to authorize a letter of support, copy attached, for the Southern California Association of Governments (“SCAG”) pursuit of grant funding from Caltrans to undertake an Airport Ground and Air Access Study (“Study”) in 2024.

**BACKGROUND**

As the region’s Metropolitan Planning Organization, SCAG is a long-standing partner with the Authority, and the two agencies’ numerous collaborations have delivered years of mutual benefit. Currently, SCAG seeks to pursue grant funding through the Caltrans Strategic Partnership in the upcoming FY 2024-2025 cycle to undertake a Study that will seek to better understand and explain the perspectives and behavior of passengers traveling to and from airports in the SCAG region. As a product of the Study, SCAG intends to develop recommendations for the region’s airports to consider in future ground access planning efforts.

To bolster the competitiveness of its application, SCAG has requested letters of support from each commercial service airport and select reliever airports in the region, as well as from the Federal Aviation Administration, Federal Transportation Administration, Federal Highway Administration, and the Caltrans Division of Aeronautics.

**STUDY PURPOSE AND GOALS**

In the SCAG region, there are currently eight commercial airports with scheduled passenger service: Hollywood Burbank Airport (“BUR”), Imperial County Airport (“IPL”), John Wayne Airport (“SNA”), Long Beach Airport (“LGB”), Los Angeles International Airport (“LAX”), Ontario International Airport (“ONT”), Palm Springs International Airport (“PSP”), and San Bernardino International Airport (“SBD”). Several of these airports, including BUR, LAX, and ONT, are currently in the process of undergoing forms of landside access modernization, replacement terminals, people movers, or other facilities and infrastructure projects that encompass airport ground access elements.

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Currently, less than 2% of passengers use transit to travel to and from the SCAG region's airports, despite robust regional planning priorities and objectives that seek to bolster transit use. A specific goal of the Study will be to identify and better understand airport passenger behavior and preferences, including what modes of ground transportation are used by them, why they choose their respective modes, and what additional factors influence choices made when traveling to and from airports in the region.

The Study will also analyze select reliever airports in the region that connect or may potentially connect to Medium and Large Hub airports via air taxis and other new technologies, such as Advanced Air Mobility and Regional Air Mobility. In some cases, these reliever airports are also strategically located near multimodal connections for onward travel, such as passenger rail. Such reliever airports in the study include Oxnard Airport ("OXR") and Southern California Logistics Airport ("VCV").

The Study will feature a survey, semi-structured passenger interviews, additional data collection, and a thorough analysis of the data. As an ultimate goal, the Study will be utilized by airport operators and transportation agencies in the SCAG region to better prioritize, design, and program airport surface and ground transportation projects based upon a deeper understanding of airport passengers. Further, airport and regional transportation planners alike will be better prepared to facilitate and encourage use of transit and other alternatives to private vehicles for travel to and from the airports in the region.

#### TIMELINE

A letter has been pre-written and furnished by SCAG Staff for the Authority's consideration. The letter is post-dated to November 20, 2023, at SCAG's request, to align with its application timeline. SCAG intends to compile and submit application materials to Caltrans in the months of December 2023 and January 2024. Grant announcements to successful awardees are expected to occur in Summer 2024.

#### BUDGET IMPACT

None

#### STAFF RECOMMENDATION

Staff seeks a Committee recommendation to the Commission that the President be authorized to execute the proposed letter on the Authority's behalf to support SCAG's pursuit of grant funding through the Caltrans Strategic Partnership to conduct a Regional Passenger Ground and Air Access Study.



DRAFT

[On Authority Letterhead]

November 20, 2023

Caltrans Sustainable Transportation Planning Grants  
Strategic Partnerships-Transit  
1120 N Street  
Sacramento, CA 95814

Re: Letter of Support

To Whom It May Concern:

I am writing to you on behalf of the Burbank-Glendale-Pasadena Airport Authority ("Authority"). We are pleased to express our support for the Southern California Association of Governments ("SCAG")'s application for the Caltrans Strategic Partnership-Transit grant for fiscal year 2024-25.

The Authority supports Caltrans and SCAG's efforts to move travelers within the state and region, including passengers traveling to and from airports, in an efficient, effective, sustainable, secure, and equitable manner. We understand that the proposed study aims to take a comprehensive view of passenger ground transportation to and from the SCAG region's airports. The study will observe and analyze details such as trip origin, mode choice, and the adoption of new technology for connections to airports. As a result, the findings of such a study would be instrumental in improving airport ground access and landside planning, aspects that are of paramount importance to airports throughout the region. Moreover, studying the impact and potential application of new technology, such as Advanced Air Mobility ("AAM") and autonomous vehicles, would be beneficial to multiple airports and transportation agencies. We anticipate that these technologies could affect the way passengers commute to and from airports, potentially enhancing the convenience and efficiency of air travel.

We admire Caltrans's initiatives to fund projects that have greatly benefited the Southern California region and State of California. The goal of this study is to obtain information, conduct analyses, and develop recommendations, which will improve passenger connections and access to the airports. We are confident that the findings from this study will greatly assist in informing planning decisions and contribute significantly to the continual improvement of ground transportation services to and from the SCAG region's airports, including the Hollywood Burbank Airport.

Sincerely,

Felicia Williams  
President  
Burbank-Glendale-Pasadena Airport Authority

**BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE  
SEPTEMBER 18, 2023**

**COMMITTEE PENDING ITEMS**

**Future**

1. Extension of Art in Public Places Agreement - City of Burbank
2. Award of Contract – Part 150 Consultant
3. Discussion of Request for CAC Agenda Item