



March 28, 2024

CALL AND NOTICE OF A REGULAR MEETING OF THE
FINANCE AND ADMINISTRATIVE COMMITTEE
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 1, 2024, at 9:30 a.m., or immediately following the Commission meeting 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
FINANCE AND ADMINISTRATION COMMITTEE

Airport Skyroom
Monday, April 1, 2024
9:30 a.m., or Immediately Following
the Conclusion of the Commission Meeting

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.

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

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

- *Turn off cellular telephones and pagers.*
- *Refrain from disorderly or boisterous conduct, including loud, threatening, profane, or abusive language, clapping, whistling, stamping, or other acts that disrupt or otherwise render unfeasible the orderly conduct of the meeting.*
- *If you desire to address the Committee during the public comment period, fill out a speaker request card and present it to the Board Secretary.*
- *Confine remarks to agenda items or to airport-related non-agenda matters that are within the Committee's subject matter jurisdiction.*
- *Limit comments to 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.

AGENDA

Monday, April 1, 2024

1. Roll Call
2. Staff Announcement: AB 23
3. Approval of Agenda
4. Public Comment
5. Approval of Minutes
 - a. March 18, 2024 **[See page 1]**
6. Items for Discussion
 - a. FY 2025 Budget Development

No staff report attached. Staff will review highlights of the proposed FY 2025 capital projects, focusing on estimated Replacement Passenger Terminal project activities and expenditures.
 - b. Replacement Passenger Terminal Financing Status Update

No staff report attached. This item has been placed as a standing item on the agenda to allow the Committee to discuss the RPT Financing.
 - c. Committee Pending Items **[See page 4]**
7. Adjournment



FY 2024/2025 (“FY 2025”) Budget Development Proposed Facility Improvement Program (“Capital”) Highlights and Overview

Presented to
Finance and Administration Committee
April 1, 2024

Presented by
Kathy David, Deputy Executive Director
Finance and Administration

Proposed FY 2025 - Facility Improvement (Capital) Program

- The proposed capital projects to be recommended for inclusion in the FY 2025 budget continue to be evaluated and reviewed.
- A completed proposed project list, including funding sources is anticipated to be presented at the April 15th Finance Committee meeting.
- Today's meeting will focus on the largest component of the FY 2025 capital program, the progress of the Replacement Passenger Terminal (RPT) project.
 - The Program Manager will provide to the Committee an estimate of FY 2025 RPT expenditures and anticipated milestones to be accomplished.
 - Included in the agenda package is a chart depicting estimated FY 2025 RPT expenditures by month and further divided by category. Key construction milestones attached.
 - Staff will discuss the funding sources for these forecasted RPT expenditures.
- In addition, highlights of certain non-RPT anticipated FY 2025 capital program components will be reviewed.

Proposed FY 2025 - Facility Improvement (Capital) Program

- Below are highlights of certain non-RPT projects anticipated to be included in the overall FY 2025 capital program; subject to validation of project cost estimates and identification of funding sources:
 - Runway/Taxiway Shoulder Rehabilitation: reprogram from current fiscal year, bids under review
 - Taxiways A & C Rehabilitation (design)
 - ARFF Truck Replacement: reprogram from current fiscal year due to delivery date
 - Airfield Mower: reprogram from current fiscal year due to delivery date
 - Completion of RITC Art in Public Places requirement
 - Escalator/Elevator Modernization
 - DVSS Upgrades
 - Hangar 5 Rehabilitation
 - Part 150 Update – multi-year
- A completed proposed FY 2025 project list, including funding sources is anticipated to be presented at the April 15th Finance Committee meeting.

**BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
REPLACEMENT PASSENGER TERMINAL ("RPT") PROJECT
PROJECTED FY 2025 EXPENDITURES**

Draft: April 1, 2024

	Program Manager (Jacobs)	Design DB (HPTJV)¹	DB (HPTJV)²	Sub Station AIC³	Support Services⁴	CP Fees⁵	Total
July	\$ 840,594	\$ 1,200,000	\$ 29,791,168	\$ -	\$ 100,000	-	\$ 31,931,762
August	840,594	1,200,000	26,104,347	-	100,000	-	28,244,941
September	840,594	1,200,000	30,797,975	8,785,000	100,000	375,000	42,098,569
Q1 Subtotal	\$ 2,521,782	\$ 3,600,000	\$ 86,693,490	\$ 8,785,000	\$ 300,000	\$ 375,000	\$ 102,275,272
October	840,594	1,200,000	31,221,636	-	200,000	-	33,462,230
November	840,594	1,200,000	32,037,845	-	200,000	-	34,278,439
December	840,594	1,200,000	41,228,626	9,156,160	200,000	375,000	53,000,380
Q2 Subtotal	\$ 2,521,782	\$ 3,600,000	\$ 104,488,107	\$ 9,156,160	\$ 600,000	\$ 375,000	\$ 120,741,049
January	840,594	1,200,000	35,212,247	19,609,280	100,000	-	56,962,121
February	840,594	1,200,000	34,223,219	-	100,000	-	36,363,813
March	840,594	1,200,000	37,925,471	-	100,000	375,000	40,441,065
Q3 Subtotal	\$ 2,521,782	\$ 3,600,000	\$ 107,360,937	\$ 19,609,280	\$ 300,000	\$ 375,000	\$ 133,766,999
April	840,594	700,500	40,767,405	-	90,000	-	42,398,499
May	840,594	700,500	44,333,838	-	90,000	-	45,964,932
June	840,594	700,500	45,796,161	-	90,000	375,000	47,802,255
Q4 Subtotal	\$ 2,521,782	\$ 2,101,500	\$ 130,897,404	\$ -	\$ 270,000	\$ 375,000	\$ 136,165,686
Total Projected RPT Expenditures	\$ 10,087,128	\$ 12,901,500	\$ 429,439,938	\$ 37,550,440	\$ 1,470,000	\$ 1,500,000	\$ 492,949,006

Notes:

- 1) Design fees funded through approved Passenger Facility Charge (PFC) application.
- 2) July 1, 2024 - June 30, 2025: Post GMP approved work including delivery of long lead items, commencement of above ground construction. See attached for key construction milestones.
- 3) Subject to FAA approval, estimated requirement if community substation for long-term power pursued with BWP.
- 4) Post bond issuance clean-up including rate model implementation, FY 2025 audit reporting for 2024 bond series, and update of required continuing disclosure filings.
- 5) Commercial Paper (CP) program quarterly fees; subject to change based on CP utilization.



Hollywood Burbank Airport Replacement Passenger Terminal

Key Construction Milestones – BGPAA Fiscal Year 2025

07/01/2024 – 09/30/2024

- Commence MEP Underground – *Terminal Module C, Basement Level*
- Commence Slab on Grade – *Terminal Module C, Basement Level*
- Commence Structural Steel Erection – *Terminal Module A*
- Commence Footings & Foundations – *Parking Garage*

10/01/2024 – 12/31/2024

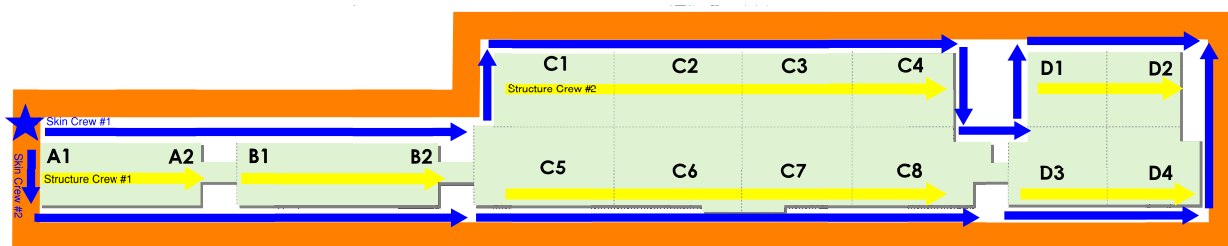
- Finish Footings & Foundations – *Terminal (All Modules)*
- Commence Structural Steel Erection – *Terminal Modules B & C*
- Commence Overhead MEP/FP Rough-In – *Terminal Module A*
- Commence Roofing Installation – *Terminal Module A*
- Commence Elevated Cast-In-Place Concrete – *Parking Garage*

01/01/2025 – 03/31/2025

- Finish Slab on Grade – *Terminal (All Modules)*
- Finish Structural Steel Erection – *Terminal (All Modules)*
- Commence Overhead MEP/FP Rough-In – *Terminal Modules B & C*
- Commence Roofing Installation – *Terminal Modules B & C*
- Commence Curtain Wall Installation – *Terminal Module A*
- Commence Interior Wall Framing – *Terminal Module A*

04/01/2025 – 06/30/2025

- Commence Overhead MEP/FP Rough-In – *Terminal Module D*
- Commence Roofing Installation – *Terminal Module D*
- Commence Curtain Wall Installation – *Terminal Modules B & C*
- Commence Interior Wall Framing – *Terminal Modules B & C*



Ground Floor