



August 15, 2024

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, August 19, 2024, 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: (818) 862-3332

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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Regular Meeting of August 19, 2024

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.



Members in-person attendance or participation at meeting 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, August 19, 2024

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) July 10, 2024 **[See page 1]**
 - 2) Operations and Development Committee
 - (i) June 17, 2024 **[See page 3]**
 - 3) Finance and Administration Committee
 - (i) June 17, 2024 **[See page 6]**
 - 4) Legal, Government and Environmental Affairs Committee
 - (i) June 17, 2024 **[See page 9]**
 - b. Commission Minutes
(For Approval)
 - 1) July 15, 2024 **[See page 11]**
 - c. Treasurer's Report
 - 1) April 2024 **[See page 18]**
6. ITEMS FOR COMMISSION APPROVAL
 - a. Committee Assignments
 - b. Protest Rejection and Contract Award
Waste Hauling and Recycling Services **[See page 44]**

- c. Award of Contract – Janitorial Services *[See page 48]*
- d. Aid in Construction Payment Deposits *[See page 52]*
Replacement Passenger Terminal Project
- e. Citizen’s Advisory Committee Appointments *[See page 54]*
- f. Replacement Vehicle Acquisition Authorization *[See page 56]*
- 7. ITEMS FOR COMMISSION INFORMATION
 - a. Life-Saving Award Presentation
 - b. World Day Against Trafficking in Persons - Update
- 8. CLOSED SESSION
 - a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(California Government Code Section 54957(b))
Title: Executive Director
- 9. PULLED FROM CONSENT CALENDAR
- 10. EXECUTIVE DIRECTOR COMMENTS
 - a. Introduction of New Staff (Chief of Staff)
 - b. LEEDS Application Status - Replacement Passenger Terminal
 - c. Issuance of RFP for Concessions - Replacement Passenger Terminal
 - d. Art in Public Places Installation – Regional Intermodal Transportation Center
 - e. Air Taxi Service Update
 - f. JetBlue Service Suspension
- 11. COMMISSIONER COMMENTS
(Commissioners may make a brief announcement, make a brief report on their activities, and request an agenda item for future meetings.)
- 12. PUBLIC COMMENT
- 13. ADJOURNMENT

COMMISSION NEWSLETTER

Monday, August 19, 2024

[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 July 10, 2024; Operations and Development Committee meeting of June 17, 2024; Finance and Administration Committee meeting of June 17, 2024; and the Legal, Government and Environmental Affairs Committee meeting of June 17, 2024, are included in the agenda packet for information purposes.
- b. COMMISSION MINUTES. A draft copy of the minutes of the Commission regular meeting of July 15, 2024, is included in the agenda packet for Commission review and approval.
- c. TREASURER'S REPORT. The Treasurer's Report for April 2024 is included in the agenda packet. At its meeting on July 15, 2024, 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. COMMITTEE ASSIGNMENTS. No staff report is attached. This item is included in the agenda to provide the Commission President the opportunity to make any standing or ad hoc committee appointments that he or she may wish to make.
- b. PROTEST REJECTION AND CONTRACT AWARD – WASTE HAULING AND RECYCLING SERVICES. 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 recommends the Commission reject a protest by Athens Services and award a Waste Hauling and Recycling Services Agreement ("Agreement") to American Reclamation, Inc. The proposed Agreement will be for a two-year base period commencing October 1, 2024, and ending October 12, 2026, at a fixed price of \$15,104 monthly, excluding on-call as needed service pickups of 10 and 40-yard mixed waste containers located at the maintenance facility
- c. AWARD OF CONTRACT - JANITORIAL SERVICES. A staff report is included in the agenda packet. At its meeting on July 15, 2024, the Operations and Development Committee ("Committee") voted (2-0) to recommend that the Commission award a Janitorial Services Agreement ("Agreement") to C&W Facility Services, Inc. ("C&W") for a 23-month period, ending on October 12, 2026, at a fixed annual price of \$2,257,773.24, excluding supplies.
- d. AID IN CONSTRUCTION PAYMENT DEPOSITS – REPLACEMENT

PASSENGER TERMINAL PROJECT. A staff report is included in the agenda packet. At its meeting on August 7, 2024, the Executive Committee voted (2–0, 1 absent) to recommend that the Commission approve two Aid-In-Construction deposit requests from the City of Burbank for: (1) \$860,000 for Phase 1 (3.5 MVA Temporary Power) engineering and balance of 12kV distribution materials and labor to bring temporary power to the Replacement Passenger Terminal (“RPT”) Project site. This phase is expected to be complete by November 2024; and (2) \$100,000 for Phase 2 (17 MVA temporary power) engineering to bring temporary power to the RPT Project site. This phase is expected to be complete by May 2025.

- e. CITIZENS ADVISORY COMMITTEE APPOINTMENTS. A staff report is included in the agenda packet. Subject to the recommendation of the Legal, Government and Environmental Affairs Committee at its meeting immediately preceding the Commission meeting, Staff seeks the Commission’s appointment of Citizen’s Advisory Committee nominees provided by the Cities of Burbank, Glendale, and Pasadena.
- f. REPLACEMENT VEHICLE ACQUISITION AUTHORIZATION. A staff report is included in the agenda packet. The adopted FY 2025 budget includes appropriations to address the acquisition of ten vehicles in the aggregate amount of \$975,000. These appropriations include \$200,000 for an ARFF utility truck, which originally was approved for purchase in FY 2024 and was reprogrammed into FY 2025 due to the long lead time. That vehicle is anticipated to be delivered this November.

Staff recently became aware of the availability of three hybrid engine Police Interceptor SUVs through a State-authorized government fleet vehicle retailer. The Authority’s policy is that any acquisition in excess of \$75,000 requires Commission approval prior to execution of a contract. Due to this limitation Staff has issued a Purchase Order, in the amount of \$66,990.95, for just one of the available police vehicles.

Acquisition of replacement vehicles continues to be hampered by limited inventory of new fleet vehicles, supply chain issues, long lead times and the need to respond without delay when a purchase or pre-order opportunity arises. Subject to the recommendation of the Operations and Development Committee at its meeting immediately prior to the Commission meeting, Staff is requesting that the Commission authorize issuance of future Purchase Orders, up to the \$975,000 appropriations limit, for the remaining two Police and six other department vehicles programmed for FY 2025 budget. Subject to the recommendations of the Committee, this item has also been placed on the Commission’s agenda for its consideration at its meeting immediately following the Committee’s meeting.

7. INFORMATION FOR COMMISSION INFORMATION

- a. LIFE-SAVING AWARD PRESENTATION. No staff report is attached. On January 8, 2024, a routine first aid call to the Alaska Airlines ticket counter turned into a life-saving mission. Upon arrival, Airport Police Officers Ed Santos, Dennis Patton, and Brian Gordon found an unconscious female in cardiac arrest. With the swift actions taken by Alaska Airlines employees Missy Niece-Smith and Lawrence Fellman to initiate CPR, Officers Patton, and Santos were able to deploy an AED and continue life-saving efforts. Officer Gordon later joined in to

continue CPR chest compressions. Upon arrival at the scene, Airport Firefighters Giacomo Nicolosi, Guillermo Perez, and Jimmy Luera seamlessly took over CPR until Burbank Fire Department Paramedics Wayne Chisolm and Eric Clements arrived shortly thereafter, ensuring continuous care with swift transport to St. Joseph's Hospital. The collaborative efforts by all of these dedicated professionals have resulted in the successful recovery of the patient.

- b. WORLD DAY AGAINST TRAFFICKING IN PERSONS - UPDATE. No staff report is attached. Staff will update the Commission on the efforts undertaken to combat human trafficking at Hollywood Burbank Airport. Working with our partners at Bay Area Anti-Trafficking Coalition/Airport Initiative, a video training program was incorporated three years ago into the annual employee badge renewal process. Additionally, staff will be installing informational outreach stickers on all public restroom mirrors that are FAA approved and ADA compliant.

Approved on August 7, 2024

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

WEDNESDAY, JULY 10, 2024

A special meeting of the Executive Committee was called to order on this date in the Airport Skyroom, 2627 N. Hollywood Way, Burbank, California, at 9:00 a.m., by Commissioner Williams.

1. ROLL CALL

Present:	Commissioners Williams, Najarian, and Talamantes
Absent	None
Also Present:	Staff: Frank Miller, Executive Director; John Hatanaka, Senior Deputy Executive Director Patrick Lammerding, Deputy Executive Director, Planning and Development Perry Martin, PMP, Sr. Program Manager, Jacobs Project Management Co. Authority Counsel: Terence Boga, Esq., Richards, Watson & Gershon

2. Approval of Agenda

Motion	Commissioner Najarian moved approval of the agenda, seconded by Commissioner Talamantes.
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Motion Approved	The motion was approved (3–0).
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3. Public Comment

There were no public comments.

4. Approval of Minutes

a. May 1, 2024	Commissioner Najarian moved approval of the Committee minutes for the meetings held on May 1, 2024, and June 5, 2024, with Commissioner Talamantes seconding the motion. There being no objections, the motion was approved (3–0).
b. June 5, 2024	

5. Items for Approval

a. Approval of Change Order Request Additional Public Artwork Opportunity Design Modifications and Infrastructure Implementation Replacement Passenger Terminal

During the selection process for the Replacement Passenger Terminal (“RPT”) Art in Public Places sculptures, the Commission directed staff and the Program Manager to determine if an additional public artwork opportunity within the RPT could be made available to local area artists who may not possess past public artwork experience.

Working with the design-build team, staff and the Program Manager identified three locations within the RPT, more specifically the connectors in the gate concourse, which can be structurally modified to provide an additional public artwork opportunity. This design modification and infrastructure implementation work will need to be added to the design-builder’s scope. A proposed Change Directive to issue a Change Order for this task was attached.

Staff, therefore, requested a recommendation from the Executive Committee to the Commission to approve a Change Order to Holder, Pankow, TEC – a Joint Venture in the amount of \$200,600 to perform the RPT design modification and infrastructure implementation necessary to create this additional public artwork opportunity and maintain the project schedule.

Motion

Commissioner Najarian motioned for approval, seconded by Commissioner Talamantes.

Motion Approved

The motion was approved (3–0).

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 adjourned at 9:13 a.m.

**MINUTES OF THE REGULAR MEETING OF THE
OPERATIONS AND DEVELOPMENT COMMITTEE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

MONDAY, JUNE 17, 2024

A regular meeting of the Operations and Development Committee was called to order this date in the Airport Skyroom, 2627 N. Hollywood Way, Burbank, California, at 8:37 a.m., by Commissioner Hampton.

1. ROLL CALL

Present: Commissioners Hampton and Talamantes

Absent: None

Also Present: Staff: John Hatanaka, Senior Deputy Executive Director; Stephanie Gunawan-Piraner, Director, Engineering and Maintenance; Patrick Lammerding, Deputy Executive Director, Planning and Development

2. Approval of Agenda

Motion Commissioner Talamantes moved approval of the agenda; seconded by Commissioner Hampton.

Motion Approved The agenda was approved (2-0).

3. Public Comment

There were no public comments.

4. Approval of Minutes

a. May 6, 2024

A draft copy of the May 6, 2024, Committee meeting minutes was included in the agenda packet for review and approval.

Motion Commissioner Talamantes moved approval of the minutes; seconded by Commissioner Hampton.

Motion Approved There being no objection, the motion was approved (2-0).

5. Items for Approval

a. Approval of Change Order Request Professional Services Agreement Runway Shoulders and Blast Pad Rehabilitation Design (E22-11)

In February 2023, the Commission awarded a contract to RDM International Inc. (“RDM”) for design and engineering services related to the pavement rehabilitation of runway and taxiway shoulders as well as blast pad area. After the design and specifications were completed, the project was placed out to bid which resulted in responses from five firms that were significantly above the Engineer’s Estimate for this project. The proposed Change Order request is for RDM’s performance of value engineering and approach modifications for the Authority to rebid the Project, with additional funding for program management and design contingency.

Staff sought a recommendation from the Committee to:

- Approve a Change Order to the Professional Services Agreement with RDM for design and engineering services in the amount of \$21,678 related to value engineering and project design and approach modifications;
- Approve a \$10,000 increase to project budget for project management services for a total not-to-exceed amount of \$30,000; and
- Approve a \$30,000 increase in design contingency for a total of not-to-exceed amount of \$40,000.

Motion

Commissioner Talamantes moved approval; seconded by Commissioner Hampton.

Motion Approved

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

b. Professional Services Agreement Conway Consulting, LTD.

Staff sought an Operations and Development Committee recommendation to the Commission for approval of a Professional Services Agreement (“PSA”) with Conway Consulting, Ltd. (“Conway Consulting”) in a not-to-exceed amount of \$150,000 to provide for continued design and support services for the Replacement Passenger Terminal and related airport projects.

This item was also placed on the Commission agenda for its meeting immediately following the Committee’s meeting.

Motion

Commissioner Talamantes moved approval;
seconded by Commissioner Hampton.

Motion Approved

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

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 to discuss, the
meeting was adjourned at 8:59 a.m.

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

MONDAY, JUNE 17, 2024

A regular meeting of the Finance and Administration Committee was called to order this date in the Airport Skyroom, 2627 N. Hollywood Way, Burbank, California, at 10:32 a.m., by Commissioner Wilson.

1. ROLL CALL

Present: Commissioners Wilson, Quintero and Ovrom

Absent: None

Also Present: Staff: John Hatanaka, Senior Deputy Executive Director; Kathy David, Deputy Executive Director, Finance and Administration; Derrick Cheng, Sr. Manager, Business and Properties

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

The agenda was approved as presented.

Motion

Commissioner Quintero moved approval; seconded by Commissioner Ovrom.

Motion Approved

The motion was approved (3–0).

4. Public Comment

There were no public comments.

5. Approval of Minutes

a. June 3, 2024

A draft copy of the minutes of the meeting of June 3, 2024, were included in the agenda packet for review and approval.

Motion

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

Motion Approved

The minutes were unanimously approved (3–0).

6. Treasurer's Report

a. March 2024

A copy of the February 2024 Treasurer's Report was included in the agenda packet for the Committee's review.

Motion

Commissioner Ovrom moved approval to recommend that the Commission note and file this report; seconded by Commissioner Quintero.

Motion Approved

The motion was approved (3–0).

7. Items for Approval

a. Proposed Fourth Amendment Aviation Hangar Lease Warner Media – Hangar 37

Staff presented for approval by the Commission a proposed Fourth Amendment to the Aviation Hangar Lease with Warner Media, LLC, the responsible entity managing the aviation operations and tenancy in the leasehold (Hangar 37). The Amendment will memorialize all changes to the Lease under one amendment.

Motion

Commissioner Quintero moved approval; seconded by Commissioner Ovrom.

Motion Approved

The motion was approved (3–0).

8. Items for Discussion

a. Replacement Passenger Terminal Financial Projections Update

Staff, along with Geoff Wheeler of Ricondo and Associates, updated the Committee on financial projections for the Replacement Passenger Terminal based on the final reports of the recent bond issue .

9. Items for Information

a. Purchase of Bond Insurance and Debt Service Reserve Insurance Policy for the 2024 Bonds

Staff along with Louis Choi of PRAG presented to the Committee information regarding selected maturities of the 2024 Bonds insured by a municipal bond insurance policy ("insurance policy") issued by Assured Guaranty Municipal Corp. ("Assured"). Assured also issued a debt service reserve insurance policy ("reserve policy") for the 2024 Bonds. This report described the benefit analysis regarding the decision to buy the insurance policy and the reserve policy. At the end of May 2024, the Authority issued bonds in the principal amount of \$724,780,000 for the Replacement Passenger Terminal Project.

b. Committee Pending Items

Staff presented future items to be presented to the Committee.

10. Adjournment

There being no further business to discuss, the meeting was adjourned at 11:15 a.m.

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

JUNE 17, 2024

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 8:40 a.m., by Commissioner Gabel-Luddy.

1. ROLL CALL

Present: Commissioners Gabel-Luddy, Najarian and Williams

Absent: None

Also Present: Staff: Frank Miller, Executive Director;
Pamela Marcello, Senior Director, Government and Public Affairs

Terence R. Boga, Airport Authority Counsel;
Richards, Watson, Gershon

2. Approval of Agenda

Commissioner Najarian moved approval of the agenda; seconded by Commissioner Williams. The agenda was approved (3-0).

3. Public Comment

There were no public comments.

4. Approval of Minutes

a. June 3, 2024

Commissioner Najarian moved approval of the June 3, 2024 Committee meeting minutes, seconded by Commissioner Williams.

There being no objection, the motion was approved (3-0).

5. Items for Discussion

**a. Federal & State Legislative
Affair Updates**

Staff reported on the U.S. Federal and the CA State governing bodies that are midway through the 2024 Legislative Session. This report highlights current legislation that Impacts Hollywood Burbank Airport.

6. Items for Information

a. Committee Pending Items

Staff updated the Committee on future pending Items.

7. Adjournment

There being no further business, the meeting was adjourned at 9:00 a.m.

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

MONDAY, JULY 15, 2024

A regular 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 9:13 a.m., by President Williams.

1. ROLL CALL

Present: Commissioners Williams, Najarian,
Talamantes, Quintero, Hampton, Ovrom,
Gabel-Luddy and Wilson

Absent: Commissioner Asatryan

Also Present: Staff: Frank Miller, Executive Director;
John Hatanaka, Senior Deputy Executive
Director; Patrick Lammerding, Executive
Deputy Director, Planning and Development;
Nerissa Sugars, Director, Marketing and
Communications

Also Present:
Perry Martin, Senior Program Manager,
Jacobs Program Management Co.;
Terence Boga, Esq., Authority Counsel,
Richards Gershon & Watson

2. PLEDGE OF ALLEGIANCE

Commissioner Wilson led the Pledge of Allegiance.

3. APPROVAL OF AGENDA

The agenda was approved as presented.

MOTION

Commissioner Gabel-Luddy moved approval of the agenda; seconded by Commissioner Ovrom.

MOTION APPROVED

The motion was approved (8–0, 1 absent).

AYES: Williams, Najarian, Talamantes,
Quintero, Hampton, Ovrom,
Gabel-Luddy and Wilson

NOES: None

ABSENT: Commissioner Asatryan

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.)

Kathy, Studio City; Julie, Studio City; Laura Ioanu, Burbank

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) May 1, 2024

Approved minutes of the May 1, 2024, Executive Committee meeting were included in the agenda packet for information purposes.

(i) June 5, 2024

Approved minutes of the June 5, 2024, Executive Committee meeting were included in the agenda packet for information purposes.

2) Operations and Development Committee

(i) May 6, 2024

Approved minutes of the May 6, 2024, Operations and Development Committee meeting were included in the agenda packet for information purposes.

3) Finance and Administration Committee

(i) June 3, 2024

Approved minutes of the June 3, 2024, Finance and Administration Committee meeting were included in the agenda packet for information purposes.

4) Legal, Government and Environmental Affairs Committee

(i) June 3, 2024

Approved minutes of the June 3, 2024, Legal, Government and Environmental Affairs Committee meeting were included in the agenda packet for information purposes.

b. Commission Minutes (For Approval)

1) June 17, 2024

A copy of the draft minutes of the June 17, 2024, Commission meeting were included in the agenda packet for review and approval.

c. Treasurer's Report

1) March 2024

At its meeting on June 17, 2024, the Finance and Administration Committee reviewed the March 2024 Treasurer's Report and voted (2–0) to accept the report and recommend to the Commission for note and file.

**d. Proposed Fourth Amendment
Aviation Hangar Lease
Warner Media, LLC**

At its June 17, 2024, meeting, the Finance and Administration Committee voted unanimously (3–0) to recommend that the Commission approve the Amendment to Aviation Hangar Lease with Warner Media.

GTC Management Services, Inc., the aviation operating entity of Time Warner, entered into an Aviation Hangar Lease in June 2003, an Amendment of the Aviation Hangar Lease was awarded in June 2011, a Second Amendment of the Lease was awarded in February 2017; and a Third Amendment of the Lease was awarded May 2021.

GTC assigned the Lease to AT&T Services, Inc., in February 2020.

Warner Media, LLC, a wholly owned conglomerate of AT&T, is now the entity responsible for managing the aviation operations and tenancy in the remaining leasehold and wishes to memorialize all changes to the Lease under one amendment.

**e. Approval of Change Order
Request – Professional Services
Agreement – Runway Shoulders
and Blast Pad Rehabilitation
Design (E22-11)**

At its June 17, 2024, meeting, the Operations and Development Committee voted (2–0) to recommend that the Commission:

- Approve a Change Order to the Professional Services Agreement with RDM for design and engineering services for \$21,678 related to value engineering and project design and approach modifications;
- Approve a \$10,000 increase to the project budget for project management services for a total not-to-exceed amount of \$30,000;

- Approve a \$30,000 increase in design contingency for a not-to-exceed amount of \$40,000.

MOTION

Commissioner Gabel-Luddy moved approval of the Consent Calendar; seconded by Commissioner Najarian.

MOTION APPROVED

The motion was approved (8–0, 1 absent)

AYES: Williams, Najarian, Talamantes, Quintero, Hampton, Ovrom, Gabel-Luddy and Wilson

NOES: None

ABSENT: Commissioner Asatryan

6. ITEMS FOR COMMISSION APPROVAL

a. Election of Officers

The joint powers agreement requires the Commission to elect or re-elect a President, a Vice President, and a Secretary at the first meeting of July every year. Although not required to do so, the Commission traditionally also has chosen an Assistant Secretary, Treasurer, and Auditor at the first July meeting. Staff recommended that the Commission elect or re-elect all of its officers, including an Assistant Secretary, Treasurer, and Auditor.

Commissioner Gabel-Luddy nominated Commissioner Najarian as President, Commissioner Talamantes as Vice President, and Commissioner Hampton as Secretary.

MOTION

Commissioner Gabel-Luddy moved approval; seconded by Commissioner Quintero.

MOTION APPROVED

The motion was approved (8–0, 1 absent).

AYES: Williams, Najarian, Talamantes, Quintero, Hampton, Ovrom, Gabel-Luddy and Wilson

NOES: None

ABSENT: Commissioner Asatryan

Newly elected President Najarian thanked Commissioner Williams for her service and presented her with a plaque in commemoration.

Each Commissioner voiced their appreciation for Commissioner Williams' service.

Commissioner Najarian took over the duties as President from this point in the meeting.

Staff requested the President to appoint an Assistant Secretary, Auditor, and Treasurer.

Commissioner Ovrom nominated Executive Director Frank Miller as Assistant Secretary, Commissioner Ovrom nominated Commissioner Hampton to continue as Treasurer, and Commissioner Williams nominated Commissioner Wilson to continue as Auditor.

MOTION

Commissioner Ovrom moved the nominations; seconded by Commissioner Williams.

MOTION APPROVED

The motion was approved (8–0, 1 absent).

AYES: Williams, Najarian, Talamantes, Quintero, Hampton, Ovrom, Gabel-Luddy and Wilson

NOES: None

ABSENT: Commissioner Asatryan

b. Additional Public Art Opportunity Approval of Infrastructure Development (Replacement Passenger Terminal

At its July 10, 2024, special meeting, the Executive Committee voted unanimously (3–0) to recommend that the Commission approve a Change Order to Holder, Pankow, TEC – A Joint Venture in the amount of \$200,600 to perform the Replacement Passenger Terminal (RPT) design modification and infrastructure implementation necessary to create an additional public artwork opportunity.

This design modification will enable additional public artwork to be displayed in the connectors of the gate concourse of the RPT.

MOTION

Commissioner Ovrom moved approval; seconded by Commissioner Hampton.

MOTION APPROVED

The motion was approved (8-0, 1 absent).

AYES: Williams, Najarian, Talamantes,
Quintero, Hampton, Gabel-Luddy,
Wilson

NOES: None

ABSENT: Commissioner Asatryan

**c. Award for Professional Services
Agreement – Airport Marketing
Consultant Services**

At its meeting immediately preceding the Commission meeting, the Legal, Government and Environmental Affairs Committee voted unanimously (3–0) to recommend that the Commission award a Professional Services Agreement to Anyone Collective for airport marketing consulting services, website support, and media purchases for a not-to-exceed amount of \$895,000 inclusive of media purchases and a task-order based program for airline and destination marketing.

MOTION

Commissioner Hampton moved approval;
seconded by Commissioner Williams.

MOTION APPROVED

The motion was approved (7-0, 1 absent,
1 abstained).

AYES: Williams, Najarian, Talamantes,
Quintero, Hampton, Gabel-Luddy,
Wilson

NOES: None

ABSTAINED: Commissioner Ovrom

ABSENT: Commissioner Asatryan

7. ITEMS PULLED FROM CONSENT CALENDAR

There were no items pulled from the Consent Calendar.

8. EXECUTIVE DIRECTOR COMMENTS

There were no comments made by the Executive Director.

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

Commissioner Ovrom requested an update on the LEED status of the Replacement Passenger Terminal Project.

Commissioner Wilson commented on the lack of interest in solar power from the City of Burbank and potential interest from cities of Pasadena and Glendale.

10. PUBLIC COMMENT

Justin, Studio City

11. ADJOURNMENT

The meeting was adjourned by President Najarian at 10:31 a.m.

Ara Najarian, President

Tyron Hampton, Secretary

Date

Date



August 19, 2024

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

Dear Commissioners:

The attached report, covering the month of April 2024, 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

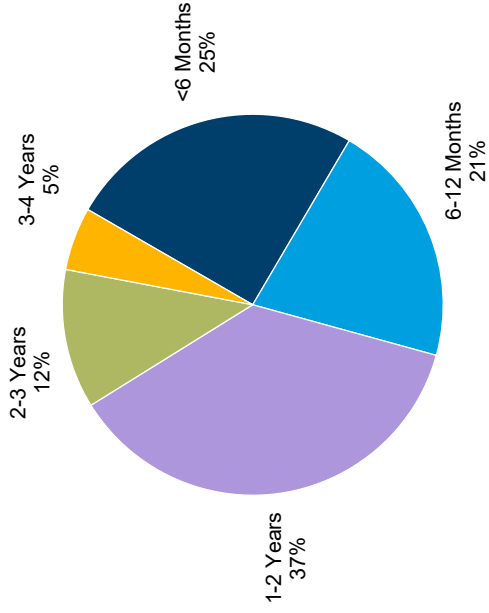
Attachments

Operating Portfolio investment guidelines conformance

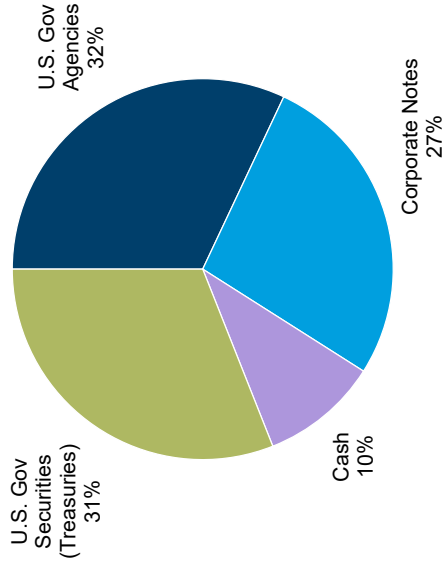
As of April 30, 2024

	Legal max maturity	Actual max maturity	Policy maximum	Policy actual
U.S. Gov Agencies	5 Years	2.62 Years	70%	32%
Corporate Notes	5 Years	3.46 Years	30%	27%
LAIF	N/A	N/A	\$20mil	N/A
Bankers Acceptance	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%	10%
U.S. Gov Securities (Treasuries)	5 Years	3.17 Years	No limit	31%

Maturity distribution



Sector allocation



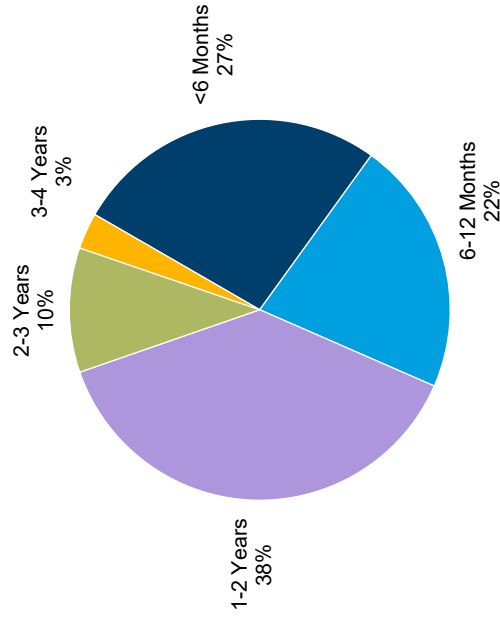
Source: Aladdin
There is no guarantee that the investment objective will be achieved or that return expectations will be met.

PFC Portfolio investment guidelines conformance

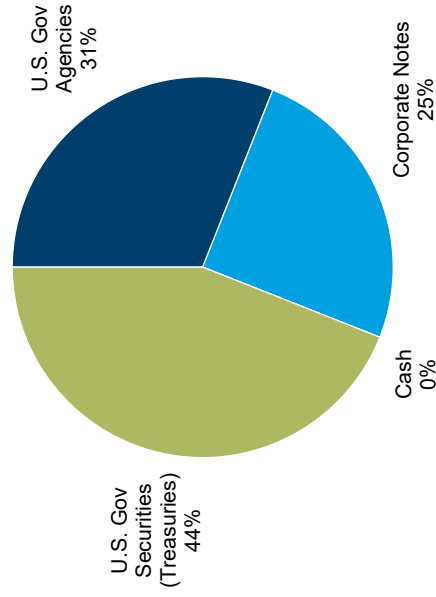
As of April 30, 2024

	Legal max maturity	Actual max maturity	Policy maximum	Policy actual
U.S. Gov Agencies	5 Years	2.62 Years	70%	31%
Corporate Notes	5 Years	3.46 Years	30%	25%
LAIF	N/A	N/A	\$20mil	N/A
Bankers Acceptance	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%	0%
U.S. Gov Securities (Treasuries)	5 Years	3.17 Years	No limit	44%

Maturity distribution



Sector allocation



Source: Aladdin
There is no guarantee that the investment objective will be achieved or that return expectations will be met.

Burbank-Glendale-Pasadena Airport Authority - Operating Account
Statement of Investments
As of 04/30/24

Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Eff Mat. Date	Par Value	Purchase Cost	Market Price	Market Value	Unrealized Gain/Loss	YTM	Days to Eff. Mat.	% Mkt Value
04/30/24	Dreyfus Treasury	BAX9MM47	0.000	04/30/24	04/30/24	\$ 23,322,445	\$ 23,322,445	100.00	\$ 23,322,445	\$ -	5.41%	0	9.59%
04/10/24	Treasury Bill	912797JW8	0.000	05/14/24	05/14/24	4,800,000	4,778,140	99.81	4,790,868	12,728	4.98%	14	1.97%
03/16/21	Bank Of New York Mellon Corp	06406HCV9	3.400	05/15/24	05/15/24	2,000,000	2,144,538	99.92	1,998,469	(146,069)	5.16%	15	0.82%
03/03/22	Truist Financial Corp	89788MAF9	5.320	06/09/25	06/29/24	2,100,000	2,089,173	99.74	2,094,608	5,435	6.08%	60	0.86%
01/18/22	Target Corporation	87612EBD7	3.500	07/01/24	07/01/24	1,750,000	1,831,278	99.65	1,743,824	(87,454)	5.54%	62	0.72%
01/11/23	Bank of America Corp	06051GLA5	4.830	07/22/26	07/22/24	2,300,000	2,271,572	98.70	2,270,198	(1,374)	6.46%	83	0.93%
11/03/20	Bristol-Myers Squibb Co	110122CM8	2.900	07/26/24	07/26/24	1,900,000	2,025,714	99.35	1,887,634	(138,080)	5.62%	87	0.78%
01/25/23	JP Morgan Chase & CO	46647PBW5	1.040	02/04/27	08/04/24	2,625,000	2,344,402	92.18	2,419,825	75,423	5.86%	96	1.00%
10/31/19	Honeywell International Inc	438516BW5	2.300	08/15/24	08/15/24	1,600,000	1,646,699	99.05	1,584,721	(61,978)	5.60%	107	0.65%
06/30/21	Treasury Note	9128282U3	1.875	08/31/24	08/31/24	13,000,000	13,567,227	98.85	12,850,703	(716,524)	5.36%	123	5.29%
05/20/21	United Parcel Service	911312BT2	2.200	09/01/24	09/01/24	1,571,000	1,637,949	98.82	1,552,455	(85,494)	5.76%	124	0.64%
06/20/23	FFCB	3133EPDE2	5.380	09/09/24	09/09/24	6,500,000	6,511,850	99.94	6,496,045	(15,805)	5.51%	132	2.67%
12/23/22	Morgan Stanley	61747YEX9	6.140	10/16/26	10/18/24	2,300,000	2,354,302	100.54	2,312,471	(41,831)	6.30%	171	0.95%
02/12/20	PNC Funding Corp	69353REF1	3.300	10/30/24	10/30/24	2,000,000	2,150,631	98.90	1,977,987	(172,644)	5.56%	183	0.81%
01/27/22	FHLB	3130A3GE8	2.750	12/13/24	12/13/24	2,200,000	2,281,046	98.42	2,165,255	(115,791)	5.37%	227	0.89%
01/27/22	Treasury Note	91282CDN8	1.000	12/15/24	12/15/24	2,000,000	1,977,266	97.37	1,947,344	(29,922)	5.33%	229	0.80%
06/25/20	Wisconsin Electric Power Company	976656CLO	2.050	12/15/24	12/15/24	1,450,000	1,518,887	97.63	1,415,670	(103,217)	5.96%	229	0.58%
01/06/22	FFCB	3133ENKS8	1.130	01/06/25	01/06/25	1,540,000	1,536,535	97.21	1,497,029	(39,506)	5.33%	251	0.62%
12/10/21	Federal National Mortgage Assoc	3135G0X24	1.630	01/07/25	01/07/25	1,500,000	1,527,600	97.53	1,463,023	(64,577)	5.33%	252	0.60%
05/11/22	Apple Inc	037833DF4	2.750	01/13/25	01/13/25	1,700,000	1,691,920	98.16	1,668,668	(23,252)	5.45%	258	0.69%
03/29/21	US Bank NA/Cincinnati	90331HPL1	2.050	01/21/25	01/21/25	2,000,000	2,069,895	97.43	1,948,574	(121,321)	5.72%	266	0.80%
09/15/22	Merck & Co Inc	58933YAR6	2.750	02/10/25	02/10/25	1,825,000	1,770,464	97.94	1,787,363	16,899	5.49%	286	0.74%
10/01/20	FHLMC Reference Note	3137EAEPO	1.500	02/12/25	02/12/25	7,000,000	7,082,816	97.10	6,796,874	(285,942)	5.33%	288	2.80%
03/04/22	FFCB	3135ENPY0	1.750	02/25/25	02/25/25	1,750,000	1,753,833	97.15	1,700,110	(53,723)	5.35%	301	0.70%
12/22/20	Exxon Mobil Corp	30231GAF9	2.709	03/06/25	03/06/25	1,825,000	1,939,204	97.78	1,784,404	(154,800)	5.42%	310	0.73%
08/05/20	FHLB	3130A4CH3	2.380	03/14/25	03/14/25	250,000	273,060	97.56	243,907	(29,153)	5.27%	318	0.10%
08/05/20	Ace InA Holdings Inc	00440EAS6	3.150	03/15/25	03/15/25	1,875,000	2,048,908	97.94	1,836,362	(212,546)	5.59%	319	0.76%
05/12/20	Intel Corp	458140BP4	3.400	03/25/25	03/25/25	1,000,000	1,106,180	98.14	981,441	(124,739)	5.53%	329	0.40%
09/30/21	Treasury Note	912828ZF0	0.050	03/31/25	03/31/25	2,300,000	2,287,242	95.79	2,203,148	(84,094)	5.26%	335	0.91%
05/05/20	Florida Power & Light Company	341081FZ5	2.850	04/01/25	04/01/25	1,000,000	1,086,930	97.65	976,517	(110,413)	5.50%	336	0.40%
02/12/21	General Dynamics Corporation	369550BK3	3.250	04/01/25	04/01/25	250,000	274,895	98.00	244,994	(29,901)	5.51%	336	0.10%
09/28/20	Federal Home Loan Banks	3130AJHU6	0.500	04/14/25	04/14/25	7,000,000	7,032,434	95.63	6,694,309	(338,125)	5.24%	349	2.75%
05/04/22	Home Depot Inc	437076CM2	2.700	04/15/25	04/15/25	1,800,000	1,770,312	97.51	1,755,214	(15,098)	5.40%	350	0.72%
12/01/21	FNMA	3135G03U5	0.630	04/22/25	04/22/25	9,500,000	9,317,379	95.65	9,086,449	(230,930)	5.25%	357	3.74%
06/06/22	Caterpillar Financial Services	14913R2V8	3.400	05/13/25	05/13/25	1,800,000	1,801,335	98.03	1,764,528	(36,807)	5.38%	378	0.73%
05/11/21	General Dynamics Corporation	369550BG2	3.500	05/15/25	05/15/25	1,400,000	1,514,257	98.11	1,373,609	(140,648)	5.38%	380	0.57%
02/10/22	Qualcomm Incorporated	747525AF0	3.450	05/20/25	05/20/25	1,700,000	1,751,887	97.94	1,664,946	(86,941)	5.48%	385	0.68%

Burbank-Glendale-Pasadena Airport Authority - Operating Account
Statement of Investments
As of 04/30/24

Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Eff Mat. Date	Par Value	Purchase Cost	Market Price	Market Value	Unrealized Gain/Loss	YTM	Days to Eff. Mat.	% Mkt Value
12/15/21	Pfizer Inc	717081EX7	0.800	05/28/25	05/28/25	2,000,000	1,956,882	95.27	1,905,496	(51,386)	5.37%	393	0.78%
06/15/22	Cisco Systems Inc	17275RAW2	3.500	06/15/25	06/15/25	1,400,000	1,388,338	98.02	1,372,278	(16,060)	5.33%	411	0.56%
08/05/20	Treasury Note	912828ZW3	0.250	06/30/25	06/30/25	10,000,000	9,874,566	94.43	9,442,969	(431,597)	5.23%	426	3.88%
09/30/22	Treasury Note	91282CEY3	3.000	07/15/25	07/15/25	5,000,000	4,843,262	97.45	4,872,266	29,004	5.20%	441	2.00%
11/19/20	Intel Corp	458140AS9	3.700	07/29/25	07/29/25	625,000	690,233	97.76	611,001	(79,232)	5.58%	455	0.25%
09/24/20	State Street Corporation	857477AT0	3.550	08/18/25	08/18/25	2,000,000	2,225,136	97.65	1,952,900	(272,236)	5.45%	475	0.80%
09/25/20	FNMA Benchmark Note	3135G05X7	0.375	08/25/25	08/25/25	3,500,000	3,493,350	93.92	3,287,375	(205,975)	5.20%	482	1.35%
06/14/22	Burlington Northern Santa Fe LLC	12189LAY7	3.650	09/01/25	09/01/25	1,375,000	1,360,702	97.62	1,342,328	(18,374)	5.51%	489	0.55%
09/08/22	John Deere Capital Corp	24422EWJ4	4.050	09/08/25	09/08/25	1,900,000	1,899,060	98.32	1,868,043	(31,017)	5.35%	496	0.77%
09/29/22	FFCB	3133ENP95	4.250	09/30/25	09/30/25	7,000,000	6,978,380	98.63	6,903,956	(74,424)	5.26%	518	2.84%
11/17/20	FNMA Benchmark Note	3135G06G3	0.500	11/07/25	11/07/25	12,000,000	11,848,980	93.26	11,191,301	(657,679)	5.17%	556	4.60%
06/30/21	Lockheed Martin Corporation	539830BH1	3.550	01/15/26	01/15/26	1,784,000	1,840,277	97.18	1,733,736	(106,541)	5.29%	625	0.71%
01/19/23	FHLB	3130AKQX7	0.700	01/28/26	01/28/26	1,750,000	1,582,610	92.42	1,617,322	34,712	5.31%	638	0.67%
12/23/22	Treasury Note	91282CBQ3	0.500	02/28/26	02/28/26	10,000,000	9,073,164	92.06	9,205,859	132,695	5.09%	669	3.79%
01/19/23	FHLB	3130ALHH0	0.960	03/05/26	03/05/26	3,900,000	3,541,043	92.36	3,602,046	61,003	5.36%	674	1.48%
08/30/21	Prudential Financial Inc	74432QCH6	1.500	03/10/26	03/10/26	1,975,000	1,990,956	93.17	1,840,021	(150,935)	5.41%	679	0.76%
02/17/23	FHLB	3130AUU36	4.130	03/13/26	03/13/26	7,250,000	7,189,318	98.14	7,115,358	(73,960)	5.18%	682	2.93%
05/17/23	Loews Corporation	540424AS7	3.750	04/01/26	04/01/26	1,500,000	1,470,312	96.95	1,454,216	(16,096)	5.44%	701	0.60%
11/29/21	Sierra Pacific Power	826418BM6	2.600	05/01/26	05/01/26	1,625,000	1,672,301	94.53	1,536,084	(136,217)	5.52%	731	0.63%
09/13/21	FHLB	3130A8XY4	1.880	09/11/26	09/11/26	1,000,000	1,051,761	93.00	930,034	(121,727)	5.05%	864	0.38%
05/16/23	Public Service Electric And Gas	74456QBR6	2.250	09/15/26	09/15/26	1,225,000	1,140,325	93.18	1,141,503	1,178	5.34%	868	0.47%
03/01/23	Pepsico Inc	713448DN5	2.380	10/06/26	10/06/26	1,100,000	1,012,440	93.72	1,030,872	18,432	5.16%	889	0.42%
02/09/23	Treasury Note	912828U24	2.000	11/15/26	11/15/26	10,000,000	9,353,945	93.05	9,304,688	(49,257)	4.94%	929	3.83%
06/28/23	Duke Energy Carolinas	26442CAS3	2.950	12/01/26	12/01/26	1,000,000	944,820	94.41	944,147	(673)	5.29%	945	0.39%
01/13/22	FHLB	3130A9YY1	2.130	12/11/26	12/11/26	3,800,000	3,910,845	93.00	3,533,986	(376,859)	5.01%	955	1.45%
01/31/23	Treasury Note	912828ZE3	0.630	03/31/27	03/31/27	10,000,000	8,842,265	88.59	8,859,374	17,109	4.86%	1065	3.64%
05/11/23	Chevron Corp	166764BX7	2.300	05/11/27	05/11/27	2,000,000	1,844,151	91.37	1,827,372	(16,779)	5.10%	1106	0.75%
03/15/23	Treasury Note	912828ZV5	0.500	06/30/27	06/30/27	10,000,000	8,761,015	87.37	8,736,718	(24,297)	4.85%	1156	3.59%
02/15/23	Unitedhealth Group Inc	91324PDE9	2.950	10/15/27	10/15/27	2,000,000	1,863,019	92.79	1,855,750	(7,269)	5.26%	1263	0.76%
Subtotal							\$ 241,142,445	\$ 237,733,661	\$ 231,320,990	\$ (6,412,671)	5.30%	438	95.15%
Local Agency Investment Fund (LAIF)							11,849,541	99.42	11,780,710	(68,831)	4.27%	227	4.85%
Subtotal							\$ 252,991,986	\$ 249,583,202	\$ 243,101,700	\$ (6,481,502)	5.25%	427	100.00%
Operating Bank Balance							6,513,133						
TOTAL							\$ 256,096,335						

Burbank-Glendale-Pasadena Airport Authority - Operating Account
Statement of Purchases - Maturities - Sales
As of 04/30/24

[illegible]

Burbank-Glendale-Pasadena Airport Authority - Operating Account
Earnings Report
04/01/24-04/30/24

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
FIXED INCOME										
Metlife Inc	NOTE	3.600	04/10/24	29,925.00	31,500.00	-	-	1,575.00	-	1,575.00
Comcast Corporation	NOTE	3.700	04/15/24	30,710.00	33,300.00	-	-	2,590.00	-	2,590.00
Treasury Bill	NOTE	0.000	05/14/24	-	-	-	-	-	12,728.54	12,728.54
Bank Of New York Mellon Corp	NOTE	3.400	05/15/24	25,688.89	-	-	31,355.56	5,666.67	(4,010.27)	1,656.40
Target Corporation	NOTE	3.500	07/01/24	15,312.50	-	-	20,416.67	5,104.17	(2,754.44)	2,349.73
Bristol-Myers Squibb Co	NOTE	2.900	07/26/24	9,948.61	-	-	14,540.28	4,591.67	(2,860.90)	1,730.77
Honeywell International Inc	NOTE	2.300	08/15/24	4,702.22	-	-	7,768.89	3,066.67	(920.81)	2,145.86
Treasury Note	NOTE	1.875	08/31/24	21,195.65	-	-	41,066.58	19,870.93	(14,707.69)	5,163.24
United Parcel Service	NOTE	2.200	09/01/24	2,880.17	-	-	5,760.33	2,880.16	(1,779.13)	1,101.03
FFCB	NOTE	5.380	09/09/24	21,350.69	-	-	50,465.28	29,114.59	(811.65)	28,302.94
PNC Funding Corp	NOTE	3.300	10/30/24	27,683.33	33,000.00	-	183.33	5,500.00	(3,534.55)	1,965.45
FHLB	NOTE	2.750	12/13/24	18,150.00	-	-	23,191.67	5,041.67	(2,349.15)	2,692.52
Treasury Note	NOTE	1.000	12/15/24	5,901.64	-	-	7,540.98	1,639.34	648.32	2,287.66
Wisconsin Electric Power Company	NOTE	2.050	12/15/24	8,752.36	-	-	11,229.44	2,477.08	(1,336.93)	1,140.15
FFCB	NOTE	1.130	01/06/25	4,090.63	-	-	5,534.38	1,443.75	96.70	1,540.45
Federal National Mortgage Assoc	NOTE	1.630	01/07/25	5,687.50	-	-	7,718.75	2,031.25	(750.00)	1,281.25
Apple Inc	NOTE	2.750	01/13/25	10,129.17	-	-	14,025.00	3,895.83	252.50	4,148.33
US Bank NA/Cincinnati	NOTE	2.050	01/21/25	7,972.22	-	-	11,388.89	3,416.67	(1,582.58)	1,834.09
Merck & Co Inc	NOTE	2.750	02/10/25	7,109.90	-	-	11,292.19	4,182.29	1,900.21	6,082.50
FHLMC Reference Note	NOTE	1.500	02/12/25	14,291.67	-	-	23,041.67	8,750.00	(2,042.08)	6,707.92
FFCB	NOTE	1.750	02/25/25	3,062.50	-	-	5,614.58	2,552.08	(107.65)	2,444.43
Exxon Mobil Corp	NOTE	2.709	03/06/25	3,433.28	-	-	7,553.22	4,119.94	(2,315.40)	1,804.54
FHLB	NOTE	2.380	03/14/25	280.38	-	-	775.17	494.79	(417.25)	77.54
Ace InA Holdings Inc	NOTE	3.150	03/15/25	2,625.00	-	-	7,546.88	4,921.88	(3,304.31)	1,617.57
Intel Corp	NOTE	3.400	03/25/25	566.67	-	-	3,400.00	2,833.33	(1,810.58)	1,022.75
Treasury Note	NOTE	0.050	03/31/25	31.42	-	-	974.04	942.62	299.71	1,242.33
Florida Power & Light Company	NOTE	2.850	04/01/25	-	-	-	2,375.00	2,375.00	(1,471.36)	903.64
General Dynamics Corporation	NOTE	3.250	04/01/25	-	-	-	677.08	677.08	(502.51)	174.57
Federal Home Loan Banks	NOTE	0.500	04/14/25	16,236.11	17,500.00	-	1,652.78	2,916.67	(603.36)	2,313.31
Home Depot Inc	NOTE	2.700	04/15/25	22,410.00	24,300.00	-	2,160.00	4,050.00	874.48	4,924.48
FNMA	NOTE	0.630	04/22/25	26,223.96	29,687.50	-	1,484.38	4,947.92	5,075.00	10,022.92
Caterpillar Financial Services	NOTE	3.400	05/13/25	23,460.00	-	-	28,560.00	5,100.00	(22.84)	5,077.16
General Dynamics Corporation	NOTE	3.500	05/15/25	18,511.11	-	-	22,594.44	4,083.33	(2,327.83)	1,755.50
Qualcomm Incorporated	NOTE	3.450	05/20/25	21,342.08	-	-	26,229.58	4,887.50	(1,297.51)	3,589.99

Burbank-Glendale-Pasadena Airport Authority - Operating Account
Earnings Report
04/01/24-04/30/24

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
Pfizer Inc	NOTE	0.800	05/28/25	5,466.67	-	-	6,800.00	1,333.33	1,121.44	2,454.77
Truist Financial Corp	NOTE	5.320	06/09/25	8,800.21	-	-	18,704.26	9,904.05	447.05	10,351.10
Cisco Systems Inc	NOTE	3.500	06/15/25	14,427.78	-	-	18,511.11	4,083.33	338.12	4,421.45
Treasury Note	NOTE	0.250	06/30/25	6,318.68	-	-	8,379.12	2,060.44	4,112.09	6,172.53
Treasury Note	NOTE	3.000	07/15/25	31,730.77	-	-	44,093.41	12,362.64	5,072.82	17,435.46
Intel Corp	NOTE	3.700	07/29/25	3,982.64	-	-	5,909.72	1,927.08	(1,231.79)	695.29
State Street Corporation	NOTE	3.550	08/18/25	8,480.56	-	-	14,397.22	5,916.66	(3,993.26)	1,923.40
FNMA Benchmark Note	NOTE	0.375	08/25/25	1,312.50	-	-	2,406.25	1,093.75	112.90	1,206.65
Burlington Northern Santa Fe LLC	NOTE	3.650	09/01/25	4,182.29	-	-	8,364.58	4,182.29	379.08	4,561.37
John Deere Capital Corp	NOTE	4.050	09/08/25	4,916.25	-	-	11,328.75	6,412.50	46.39	6,458.89
FFCB	NOTE	4.250	09/30/25	826.39	-	-	25,618.06	24,791.67	606.26	25,397.93
FNMA Benchmark Note	NOTE	0.500	11/07/25	24,000.00	-	-	29,000.00	5,000.00	3,189.17	8,189.17
Lockheed Martin Corporation	NOTE	3.550	01/15/26	13,370.09	-	-	18,647.76	5,277.67	(979.50)	4,298.17
FHLB	NOTE	0.700	01/28/26	2,143.75	-	-	3,164.58	1,020.83	4,615.53	5,636.36
Treasury Note	NOTE	0.500	02/28/26	4,347.83	-	-	8,423.91	4,076.08	26,869.80	30,945.88
FHLB	NOTE	0.960	03/05/26	2,704.00	-	-	5,824.00	3,120.00	9,572.19	12,692.19
Prudential Financial Inc	NOTE	1.500	03/10/26	1,728.13	-	-	4,196.88	2,468.75	(185.28)	2,283.47
FHLB	NOTE	4.130	03/13/26	14,953.13	-	-	39,875.00	24,921.87	1,651.97	26,573.84
Loews Corporation	NOTE	3.750	04/01/26	-	-	-	4,687.50	4,687.50	873.02	5,560.52
Sierra Pacific Power	NOTE	2.600	05/01/26	17,604.17	21,125.00	-	-	3,520.83	(841.90)	2,678.93
Bank of America Corp	NOTE	4.830	07/22/26	21,279.03	-	-	30,530.78	9,251.75	728.81	9,980.56
FHLB	NOTE	1.880	09/11/26	1,041.67	-	-	2,604.17	1,562.50	(864.12)	698.38
Public Service Electric And Gas	NOTE	2.250	09/15/26	1,225.00	-	-	3,521.88	2,296.88	2,122.83	4,419.71
Pepsico Inc	NOTE	2.380	10/06/26	12,699.65	13,062.50	-	1,814.24	2,177.09	2,031.55	4,208.64
Morgan Stanley	NOTE	6.140	10/16/26	64,704.75	70,587.00	-	5,882.25	11,764.50	(1,273.91)	10,490.59
Treasury Note	NOTE	2.000	11/15/26	75,824.18	-	-	92,307.69	16,483.51	14,683.84	31,167.35
Duke Energy Carolinas	NOTE	2.950	12/01/26	9,833.33	-	-	12,291.67	2,458.34	1,344.76	3,803.10
FHLB	NOTE	2.130	12/11/26	24,673.61	-	-	31,402.78	6,729.17	(1,881.94)	4,847.23
JP Morgan Chase & CO	NOTE	1.040	02/04/27	4,322.50	-	-	6,597.50	2,275.00	6,078.65	8,353.65
Treasury Note	NOTE	0.630	03/31/27	170.77	-	-	5,293.72	5,122.95	23,655.22	28,778.17
Chevron Corp	NOTE	2.300	05/11/27	15,516.67	-	-	18,841.67	3,325.00	3,299.45	6,624.45
Treasury Note	NOTE	0.500	06/30/27	12,637.36	-	-	16,758.24	4,120.88	24,244.03	28,364.91
Unitedhealth Group Inc	NOTE	2.950	10/15/27	27,205.56	29,500.00	-	2,622.22	4,916.66	2,527.50	7,444.16
Subtotal				\$ 852,094.58	\$ 303,562.00	\$ -	\$ 906,917.96	\$ 358,385.38	\$ 96,727.45	\$ 455,112.83

Burbank-Glendale-Pasadena Airport Authority - Operating Account Earnings Report 04/01/24-04/30/24										
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
CASH EQUIVALENTS										
Dreyfus Treasury				-	91,745.58	-	-	91,745.58	-	91,745.58
	Subtotal			\$ -	\$ 91,745.58	\$ -	\$ -	\$ 91,745.58	\$ -	\$ 91,745.58
LAIF										
Local Agency Investment Fund				35,526.03	35,526.03	-	27,172.68	27,172.68	-	27,172.68
TOTAL				\$ 887,620.61	\$ 430,833.61	\$ -	\$ 934,090.64	\$ 477,303.64	\$ 96,727.45	\$ 574,031.09

Burbank-Glendale-Pasadena Airport Authority - PFC Account
Statement of Investments
As of 04/30/24

Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Eff Mat. Date	Par Value	Purchase Cost	Market Price	Market Value	Unrealized Gain/Loss	YTM	Days to Eff. Mat.	% Mkt Value
04/30/24	Dreyfus Trisy Sec CM Investor	09248U718	0.000	04/30/24	04/30/24	\$ 49,000	\$ 49,000	100.00	\$ 49,000	\$ -	5.41%	0	0.09%
04/03/24	Treasury Bill	912797HH3	0.000	05/02/24	05/02/24	7,300,000	7,270,163	99.99	7,298,929	28,766	2.69%	2	13.00%
04/10/24	Treasury Bill	912797JW8	0.000	05/14/24	05/14/24	3,650,000	3,635,087	99.81	3,643,056	7,969	4.98%	14	6.49%
03/16/21	Bank Of New York Mellon Corp	06406HCV9	3.400	05/15/24	05/15/24	475,000	510,244	99.92	474,636	(35,608)	5.16%	15	0.85%
03/03/22	Truist Financial Corp	89788MAF9	2.280	06/09/25	06/29/24	500,000	497,792	99.74	498,716	924	6.08%	60	0.89%
01/18/22	Target Corporation	87612EBD7	3.500	07/01/24	07/01/24	425,000	446,008	99.65	423,500	(22,508)	5.54%	62	0.75%
01/11/23	Bank of America Corp	06051GLA5	4.830	07/22/26	07/22/24	495,000	490,179	98.70	488,586	(1,593)	6.46%	83	0.87%
11/03/20	Bristol-Myers Squibb Co	110122CM8	2.900	07/26/24	07/26/24	450,000	480,768	99.35	447,071	(33,697)	5.62%	87	0.80%
01/25/23	JP Morgan Chase & CO	46647PBW5	1.040	02/04/27	08/04/24	600,000	533,574	92.18	553,103	19,529	5.86%	96	0.98%
10/31/19	Honeywell International Inc	438516BW5	2.300	08/15/24	08/15/24	390,000	399,138	99.05	386,276	(12,862)	5.60%	107	0.69%
06/30/21	Treasury Note	9128282U3	1.875	08/31/24	08/31/24	1,600,000	1,669,813	98.85	1,581,625	(88,188)	5.36%	123	2.82%
05/20/21	United Parcel Service	911312BT2	2.200	09/01/24	09/01/24	374,000	391,124	98.82	369,585	(21,539)	5.76%	124	0.66%
12/23/22	Morgan Stanley	61747YEX9	6.140	10/16/26	10/18/24	525,000	538,418	100.54	527,847	(10,571)	6.30%	171	0.94%
02/12/20	PNC Funding Corp	69353REF1	3.300	10/30/24	10/30/24	325,000	345,449	98.90	321,423	(24,026)	5.56%	183	0.57%
09/24/20	Wisconsin Electric Power Company	976656CLO	2.050	12/15/24	12/15/24	350,000	368,382	97.63	341,713	(26,669)	5.96%	229	0.61%
01/06/22	FFCB	3133ENKS8	1.130	01/06/25	01/06/25	460,000	458,965	97.21	447,165	(11,800)	5.33%	251	0.80%
12/10/21	Federal National Mortgage Assoc	3135G0X24	1.630	01/07/25	01/07/25	1,750,000	1,782,200	97.53	1,706,860	(75,340)	5.33%	252	3.04%
05/11/22	Apple Inc	037833DF4	2.750	01/13/25	01/13/25	425,000	422,980	98.16	417,167	(5,813)	5.45%	258	0.74%
02/17/22	US Bank NA/Cincinnati	90331HPL1	2.050	01/21/25	01/21/25	475,000	475,751	97.43	462,786	(12,965)	5.72%	266	0.82%
09/15/22	Merck & Co Inc	58933YAR6	2.750	02/10/25	02/10/25	434,000	421,031	97.94	425,050	4,019	5.49%	286	0.76%
01/06/22	FHLMC Reference Note	3137EAEP0	1.500	02/12/25	02/12/25	1,750,000	1,765,705	97.10	1,699,218	(66,487)	5.33%	288	3.03%
03/04/22	FFCB	3133ENPY0	1.750	02/25/25	02/25/25	1,250,000	1,252,738	97.15	1,214,365	(38,373)	5.35%	301	2.16%
12/22/20	Exxon Mobil Corp	00231GAF9	2.709	03/06/25	03/06/25	450,000	474,519	97.78	439,990	(34,529)	5.42%	310	0.78%
11/03/20	Ace InA Holdings Inc	00404EAS6	3.150	03/15/25	03/15/25	435,000	474,791	97.94	426,036	(48,755)	5.59%	319	0.76%
09/30/21	Treasury Note	912828ZF0	0.050	03/31/25	03/31/25	1,600,000	1,591,125	95.79	1,532,625	(58,500)	5.26%	335	2.73%
02/12/21	General Dynamics Corporation	369550BK3	3.250	04/01/25	04/01/25	50,000	54,979	98.00	48,999	(5,980)	5.51%	336	0.09%
09/28/20	Federal Home Loan Banks	3130AJHU6	0.500	04/14/25	04/14/25	1,450,000	1,453,984	95.63	1,386,678	(67,306)	5.24%	349	2.47%
05/04/22	Home Depot Inc	437076CM2	2.700	04/15/25	04/15/25	425,000	418,714	97.51	414,426	(4,288)	5.40%	350	0.74%
12/01/21	FNMA	3135G03U5	0.630	04/22/25	04/22/25	1,225,000	1,190,032	95.65	1,171,674	(18,358)	5.25%	357	2.09%
06/06/22	Caterpillar Financial Services	14913R2V8	3.400	05/13/25	05/13/25	425,000	426,632	98.03	416,625	(10,007)	5.38%	378	0.74%
05/11/21	General Dynamics Corporation	369550BG2	3.500	05/15/25	05/15/25	350,000	380,073	98.11	343,402	(36,671)	5.38%	380	0.61%
02/10/22	Qualcomm Incorporated	747525AF0	3.450	05/20/25	05/20/25	400,000	412,594	97.94	391,752	(20,842)	5.48%	385	0.70%
12/15/21	Pfizer Inc	717081EX7	0.800	05/28/25	05/28/25	475,000	466,704	95.27	452,555	(14,149)	5.37%	393	0.81%
06/15/22	Cisco Systems Inc	17275RAW2	3.500	06/15/25	06/15/25	400,000	397,604	98.02	392,079	(5,525)	5.33%	411	0.70%
09/01/22	Treasury Note	91282CEU1	2.875	06/15/25	06/15/25	1,600,000	1,571,813	97.43	1,558,875	(12,938)	5.25%	411	2.78%
11/17/20	Treasury Note	912828ZW3	0.250	06/30/25	06/30/25	1,750,000	1,710,434	94.43	1,652,520	(57,914)	5.23%	426	2.94%
09/30/22	Treasury Note	91282CEY3	3.000	07/15/25	07/15/25	1,200,000	1,162,125	97.45	1,169,344	7,219	5.20%	441	2.08%

Purchase		Type of	Maturity		Par	Purchase	Market	Market	Unrealized	YTM	Days to	% Mkt
Date	Investment	CUSIP	Coupon	Date	Value	Cost	Price	Value	Gain/Loss		Eff. Mat.	Value
09/25/20	Intel Corp	458140AS9	3.700	07/29/25	400,000	447,035	97.76	391,040	(55,995)	5.58%	455	0.70%
09/24/20	State Street Corporation	857477AT0	3.550	08/18/25	475,000	531,317	97.65	463,814	(67,503)	5.45%	475	0.83%
06/14/22	Burlington Northern Santa Fe LLC	12189LAY7	3.650	09/01/25	325,000	322,095	97.62	317,277	(4,818)	5.51%	489	0.56%
09/08/22	John Deere Capital Corp	24422EWJ4	4.050	09/08/25	425,000	425,519	98.32	417,852	(7,667)	5.35%	496	0.74%
10/11/22	FFCB	3133ENP95	4.250	09/30/25	1,000,000	995,940	98.63	986,279	(9,661)	5.26%	518	1.76%
11/17/20	FNMA Benchmark Note	3135G06G3	0.500	11/07/25	3,155,000	3,140,117	93.26	2,942,380	(197,737)	5.17%	556	5.24%
06/30/21	Lockheed Martin Corporation	539830BH1	3.550	01/15/26	415,000	432,814	97.18	403,307	(29,507)	5.29%	625	0.72%
01/19/23	FHLB	3130AKQX7	0.700	01/28/26	1,050,000	949,566	92.42	970,393	20,827	5.31%	638	1.73%
12/06/22	Treasury Note	91282CBQ3	0.500	02/28/26	1,400,000	1,269,855	92.06	1,288,820	18,965	5.09%	669	2.29%
06/20/23	FFCB	3133EPCF0	4.500	03/02/26	2,000,000	2,003,788	98.89	1,977,878	(25,910)	5.13%	671	3.52%
01/19/23	FHLB	3130ALLH0	0.960	03/05/26	900,000	817,164	92.36	831,241	14,077	5.36%	674	1.48%
08/30/21	Prudential Financial Inc	74432QC6	1.500	03/10/26	450,000	455,338	93.17	419,245	(36,093)	5.41%	679	0.75%
02/17/23	FHLB	3130AUU36	4.130	03/13/26	1,250,000	1,239,538	98.14	1,226,786	(12,752)	5.18%	682	2.18%
05/17/23	Loews Corporation	540424AS7	3.750	04/01/26	300,000	294,711	96.95	290,843	(3,868)	5.44%	701	0.52%
11/29/21	Sierra Pacific Power	826418BM6	2.600	05/01/26	375,000	389,284	94.53	354,481	(34,803)	5.52%	731	0.63%
09/13/21	FHLB	3130A8XY4	1.880	09/11/26	300,000	315,528	93.00	279,010	(36,518)	5.05%	864	0.50%
05/16/23	Public Service Electric And Gas	74455QBR6	2.250	09/15/26	300,000	279,264	93.18	279,552	288	5.34%	868	0.50%
03/01/23	Pepsico Inc	713448DN5	2.380	10/06/26	450,000	414,180	93.72	421,720	7,540	5.16%	889	0.75%
05/09/23	Treasury Note	912828U24	2.000	11/15/26	2,100,000	1,996,468	93.05	1,953,984	(32,484)	4.94%	929	3.48%
01/13/22	FHLB	3130A9YY1	2.130	12/11/26	700,000	720,418	93.00	650,997	(69,421)	5.01%	955	1.16%
01/31/23	Treasury Note	912828ZE3	0.630	03/01/27	2,250,000	1,984,481	88.59	1,993,359	8,878	4.86%	1035	3.55%
05/11/23	Chevron Corp	166764BX7	2.000	05/11/27	475,000	442,085	91.37	434,001	(8,084)	5.10%	1106	0.77%
03/15/23	Treasury Note	912828ZV5	0.500	06/30/27	1,000,000	875,741	87.37	873,673	(2,068)	4.85%	1156	1.56%
02/15/23	Unitedhealth Group Inc	91324PDE9	2.950	10/15/27	450,000	416,654	92.79	417,545	891	5.26%	1263	0.74%
		Subtotal			\$ 58,232,000	\$ 57,539,532		\$ 56,160,734	\$ (1,378,798)	4.94%	401	100.00%
PFC Bank Balance		7,013,206										
TOTAL		\$ 64,552,738										

Burbank-Glendale-Pasadena Airport Authority - PFC Account										
Statement of Purchases - Maturities - Sales										
As of 04/30/24										
PURCHASES										
Purchase Date	Type of Investment	CUSIP	Coupon	Maturity Date	Par Value	Purchase Price	Purchase Cost	Prepaid Interest		
04/03/24	Treasury Bill	912797HH3	0.000	05/02/24	\$ 7,300,000.00	99.59128	\$ 7,270,163.28	\$ -		
04/10/24	Treasury Bill	912797JW8	0.000	05/14/24	450,000.00	99.51783	447,830.25			
04/15/24	Treasury Bill	912797JW8	0.000	05/14/24	450,000.00	99.58914	448,151.13			
04/16/24	Treasury Bill	912797JW8	0.000	05/14/24	2,750,000.00	99.60385	2,739,105.88			
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Burbank-Glendale-Pasadena Airport Authority - PFC Account
Earnings Report
04/01/24-04/30/24

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
FIXED INCOME										
Treasury Bill	NOTE	0.000	04/02/24	-	-	-	-	-	-	-
Treasury Bill	NOTE	0.000	04/16/24	-	-	-	-	-	-	-
Metlife Inc	NOTE	3.600	04/10/24	7,267.50	7,862.50	-	-	595.00	-	595.00
Comcast Corporation	NOTE	3.700	04/15/24	7,250.97	7,650.00	-	-	399.03	-	399.03
Treasury Bill	NOTE	0.000	05/02/24	-	-	-	-	-	28,771.12	28,771.12
Treasury Bill	NOTE	0.000	05/14/24	-	-	-	-	-	7,954.27	7,954.27
Bank Of New York Mellon Corp	NOTE	3.400	05/15/24	6,101.11	-	-	7,446.94	1,345.83	(988.67)	357.16
Target Corporation	NOTE	3.500	07/01/24	3,718.75	-	-	4,958.33	1,239.58	(719.16)	520.42
Bristol-Myers Squibb Co	NOTE	2.900	07/26/24	2,356.25	-	-	3,443.75	1,087.50	(734.97)	352.53
Honeywell International Inc	NOTE	2.300	08/15/24	1,146.17	-	-	1,893.67	747.50	(194.99)	552.51
Treasury Note	NOTE	1.875	08/31/24	2,608.70	-	-	5,054.35	2,445.65	(1,810.18)	635.47
United Parcel Service	NOTE	2.200	09/01/24	685.67	-	-	1,371.33	685.66	(478.18)	207.48
PNC Funding Corp	NOTE	3.300	10/30/24	4,498.54	5,362.50	-	29.79	893.75	(359.06)	534.69
Wisconsin Electric Power Company	NOTE	2.050	12/15/24	2,112.64	-	-	2,710.56	597.92	(377.41)	220.51
FFCB	NOTE	1.130	01/06/25	1,221.88	-	-	1,653.13	431.25	28.88	460.13
Federal National Mortgage Assoc	NOTE	1.630	01/07/25	6,635.42	-	-	9,005.21	2,369.79	(875.00)	1,494.79
Apple Inc	NOTE	2.750	01/13/25	2,532.29	-	-	3,506.25	973.96	63.13	1,037.09
US Bank NA/Cincinnati	NOTE	2.050	01/21/25	1,893.40	-	-	2,704.86	811.46	(21.46)	790.00
Merck & Co Inc	NOTE	2.750	02/10/25	1,690.79	-	-	2,685.38	994.59	451.89	1,446.48
FHLMC Reference Note	NOTE	1.500	02/12/25	3,572.92	-	-	5,760.42	2,187.50	(423.98)	1,763.52
FFCB	NOTE	1.750	02/25/25	2,187.50	-	-	4,010.42	1,822.92	(76.90)	1,746.02
Exxon Mobil Corp	NOTE	2.709	03/06/25	846.56	-	-	1,862.44	1,015.88	(476.78)	539.10
Ace InA Holdings Inc	NOTE	3.150	03/15/25	609.00	-	-	1,750.88	1,141.88	(796.61)	345.27
Treasury Note	NOTE	0.050	03/31/25	21.86	-	-	677.60	655.74	208.50	864.24
General Dynamics Corporation	NOTE	3.250	04/01/25	-	-	-	135.42	135.42	(100.50)	34.92
Federal Home Loan Banks	NOTE	0.500	04/14/25	3,363.19	3,625.00	-	342.36	604.17	(74.30)	529.87
Home Depot Inc	NOTE	2.700	04/15/25	5,291.25	5,737.50	-	510.00	956.25	178.07	1,134.32
FNMA	NOTE	0.630	04/22/25	3,381.51	3,828.13	-	191.41	638.03	1,029.98	1,668.01
Caterpillar Financial Services	NOTE	3.400	05/13/25	5,539.17	-	-	6,743.33	1,204.16	(46.43)	1,157.73
General Dynamics Corporation	NOTE	3.500	05/15/25	4,627.78	-	-	5,648.61	1,020.83	(635.58)	385.25
Qualcomm Incorporated	NOTE	3.450	05/20/25	5,021.67	-	-	6,171.67	1,150.00	(318.41)	831.59
Pfizer Inc	NOTE	0.800	05/28/25	1,298.33	-	-	1,615.00	316.67	204.10	520.77
Truist Financial Corp	NOTE	2.280	06/09/25	2,095.29	-	-	4,453.39	2,358.10	92.54	2,450.64
Cisco Systems Inc	NOTE	3.500	06/15/25	4,122.22	-	-	5,288.89	1,166.67	66.68	1,233.35

Burbank-Glendale-Pasadena Airport Authority - PFC Account
Earnings Report
04/01/24-04/30/24

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
Treasury Note	NOTE	2.875	06/15/25	13,573.77	-	-	17,344.26	3,770.49	831.49	4,601.98
Treasury Note	NOTE	0.250	06/30/25	1,105.77	-	-	1,466.35	360.58	903.55	1,264.13
Treasury Note	NOTE	3.000	07/15/25	7,615.38	-	-	10,582.42	2,967.04	1,118.36	4,085.40
Intel Corp	NOTE	3.700	07/29/25	2,548.89	-	-	3,782.22	1,233.33	(837.37)	395.96
State Street Corporation	NOTE	3.550	08/18/25	2,014.13	-	-	3,419.34	1,405.21	(1,012.80)	392.41
Burlington Northern Santa Fe LLC	NOTE	3.650	09/01/25	988.54	-	-	1,977.08	988.54	75.47	1,064.01
John Deere Capital Corp	NOTE	4.050	09/08/25	1,099.69	-	-	2,534.06	1,434.37	(14.46)	1,419.91
FFCB	NOTE	4.250	09/30/25	118.06	-	-	3,659.72	3,541.66	114.04	3,655.70
FNMA Benchmark Note	NOTE	0.500	11/07/25	6,310.00	-	-	7,624.58	1,314.58	311.02	1,625.60
Lockheed Martin Corporation	NOTE	3.550	01/15/26	3,110.19	-	-	4,337.90	1,227.71	(343.47)	884.24
FHLB	NOTE	0.700	01/28/26	1,286.25	-	-	1,898.75	612.50	2,769.32	3,381.82
Treasury Note	NOTE	0.500	02/28/26	608.70	-	-	1,179.35	570.65	3,611.00	4,181.65
FFCB	NOTE	4.500	03/02/26	7,250.00	-	-	14,750.00	7,500.00	(117.03)	7,382.97
FHLB	NOTE	0.960	03/05/26	624.00	-	-	1,344.00	720.00	2,208.97	2,928.97
Prudential Financial Inc	NOTE	1.500	03/10/26	393.75	-	-	956.25	562.50	(98.18)	464.32
FHLB	NOTE	4.130	03/13/26	2,578.13	-	-	6,875.00	4,296.87	284.82	4,581.69
Loews Corporation	NOTE	3.750	04/01/26	-	-	-	937.50	937.50	153.75	1,091.25
Sierra Pacific Power	NOTE	2.600	05/01/26	4,062.50	4,875.00	-	-	812.50	(264.67)	547.83
Bank of America Corp	NOTE	4.830	07/22/26	4,579.62	-	-	6,570.75	1,991.13	117.99	2,109.12
FHLB	NOTE	1.880	09/11/26	312.50	-	-	781.25	468.75	(259.24)	209.51
Public Service Electric And Gas	NOTE	2.250	09/15/26	300.00	-	-	862.50	562.50	519.84	1,082.34
Pepsico Inc	NOTE	2.380	10/06/26	5,195.31	5,343.75	-	742.19	890.63	831.09	1,721.72
Morgan Stanley	NOTE	6.140	10/16/26	14,769.56	16,112.25	-	1,342.69	2,685.38	(312.24)	2,373.14
Treasury Note	NOTE	2.000	11/15/26	15,923.08	-	-	19,384.62	3,461.54	2,650.54	6,112.08
FHLB	NOTE	2.130	12/11/26	4,545.15	-	-	5,784.72	1,239.57	(346.67)	892.90
JP Morgan Chase & CO	NOTE	1.040	02/04/27	988.00	-	-	1,508.00	520.00	1,377.18	1,897.18
Treasury Note	NOTE	0.630	03/01/27	38.42	-	-	1,191.09	1,152.67	5,243.93	6,396.60
Chevron Corp	NOTE	2.000	05/11/27	3,685.21	-	-	4,474.90	789.69	688.84	1,478.53
Treasury Note	NOTE	0.500	06/30/27	1,263.74	-	-	1,675.82	412.08	2,378.90	2,790.98
Unitedhealth Group Inc	NOTE	2.950	10/15/27	6,121.25	6,637.50	-	590.00	1,106.25	596.16	1,702.41
Subtotal				\$ 206,707.92	\$ 67,034.13	\$ -	\$ 221,202.70	\$ 81,528.91	\$ 52,720.72	\$ 134,249.63
CASH EQUIVALENTS										
Dreyfus Trsy Sec CM Investor				-	967.75	-	-	967.75	-	967.75
Subtotal				\$ -	\$ 967.75	\$ -	\$ -	\$ 967.75	\$ -	\$ 967.75

Burbank-Glendale-Pasadena Airport Authority - PFC Account Earnings Report 04/01/24-04/30/24											
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	
TOTAL				\$ 206,707.92	\$ 68,001.88	\$ -	\$ 221,202.70	\$ 82,496.66	\$ 52,720.72	\$ 135,217.38	

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS
MONTH AND TEN MONTHS ENDED APRIL 30, 2024 & 2023

April 2024										Fiscal YTD Performance (July 2023 - April 2024)									
Monthly Performance										F		G		H		I		J	
A	B	C	D	E															
Actual \$ Apr 2024	Budget Apr 2024	Actual \$ Prior Year Apr 2023	Note	Variance Actual Vs. Budget															
OPERATING ACTIVITY																			
CASH RECEIPTS FROM OPERATIONS																			
1	\$369,740	\$436,500	\$448,141	(2)	(\$66,760)	Landing/Fuel Fees				\$3,939,501	\$3,977,000	\$4,270,251	(2)					(\$37,499)	
2	2,730,311	2,443,506	2,291,015	(3)	286,805	Parking Fees				24,520,070	22,562,988	24,570,923	(3)					1,957,082	
3	1,243,851	1,395,326	1,234,381	(4)	(151,475)	Rental/Concession Receipts - Terminal Building				14,231,631	12,894,192	14,407,655	(4)					1,337,439	
4	1,350,797	1,265,970	1,019,220	(5)	84,827	Rental Receipts - Other Buildings				13,499,334	13,268,213	13,221,977	(5)					231,121	
5	334,830	314,000	310,700	(6)	20,830	Ground Transportation				3,305,112	2,862,000	3,011,577	(6)					443,112	
6	196,309	92,250	16,800	(7)	104,059	Other Receipts				1,627,528	840,500	1,163,892	(7)					787,028	
7	110,808	454,167	354,526	(8)	(343,359)	Investment Receipts - Treasurer/Other Interest Earned				4,425,379	4,541,666	4,205,675	(8)					(116,287)	
8	\$6,336,646	\$6,401,719	\$5,674,783	(1)	(\$65,073)					\$65,548,555	\$60,946,559	\$64,851,950	(1)					\$4,601,996	
CASH DISBURSEMENTS FROM OPERATIONS																			
9	(\$124,264)	(\$142,224)	(\$50,709)	(10)	\$17,960	Administrative Supplies & Costs				(\$1,206,634)	(\$1,314,546)	(\$1,058,906)	(10)					\$107,912	
10	(173,376)	(414,619)	(301,610)	(11)	241,243	Operating Supplies & Maintenance				(3,679,168)	(3,913,772)	(3,267,126)	(11)					234,604	
11	(3,186,666)	(3,079,021)	(2,507,024)	(12)	(107,645)	Contractual Operating Costs				(28,638,368)	(30,123,025)	(26,043,252)	(12)					1,484,657	
12	(255,048)	(504,200)	(672,268)	(13)	249,152	Contractual Professional Services				(5,242,931)	(7,047,000)	(4,909,644)	(13)					1,804,069	
13	(537,958)	(656,175)	(502,440)	(14)	118,217	Wages & Benefits				(5,980,347)	(6,531,348)	(5,936,787)	(14)					551,001	
14	(122,341)	(116,431)	(32,629)	(15)	(5,910)	Other Operating Costs				(1,049,703)	(1,164,290)	(821,863)	(15)					114,587	
15	0	0	(380,375)		0	Bond Debt Service -- 2015 Bonds				(4,567,500)	(4,567,500)	(3,803,750)						0	
16	(725,460)	(794,090)	(701,310)	(16)	68,630	Parking Tax				(3,100,781)	(2,941,071)	(3,093,997)	(16)					(159,710)	
17	(\$5,125,113)	(\$5,706,760)	(\$5,148,365)	(9)	\$581,647					(\$53,465,432)	(\$57,602,552)	(\$48,935,325)	(9)					\$4,137,120	
18	\$1,211,533	\$694,959	\$526,418		\$516,574					\$12,083,123	\$3,344,007	\$15,916,625						\$8,739,116	
FACILITY IMPROVEMENT TRANSACTIONS																			
CASH DISBURSEMENTS																			
19	(\$105,480)	(\$250,000)	\$0	(17)	\$144,520	Noise Mitigation Program Costs				(\$142,681)	(\$500,000)	(\$2,497)	(17)					\$357,319	
20	(255,805)	(1,792,084)	(632,739)	(18)	1,536,279	Other Facility Improvement Program Project Costs				(4,468,755)	(5,756,734)	(7,201,342)	(18)					1,287,979	
21	(\$361,285)	(\$2,042,084)	(\$632,739)		\$1,680,799					(\$4,611,436)	(\$6,256,734)	(\$7,203,839)						\$1,645,298	
CASH RECEIPTS FROM FUNDING SOURCES																			
22	\$0	\$201,475	\$0	(17)	(\$201,475)	FAA Grants - Noise Mitigation Program				\$0	\$402,950	\$0	(17)					(\$402,950)	
23	60,000	0	51,198	(19)	\$60,000	FAA Grants - Facility Improvement Program				226,104	0	2,628,083	(19)					226,104	
24	0	1,307,586	0	(20)	(\$1,307,586)	Passenger Facility Charge Receipts/Reserves				535,041	2,523,941	4,615,651	(20)					(1,988,900)	
25	57,125	50,000	0	(21)	\$7,125	Customer Facility Charge Reserves				116,325	300,000	0	(21)					(183,675)	
26	\$117,125	\$1,559,061	\$51,198		(\$1,441,936)					\$877,470	\$3,226,891	\$7,243,734						(\$2,349,421)	
INCREASE (DECREASE) -- FACILITY / NOISE MITIGATION TRANSACTIONS																			
27	(\$244,160)	(\$483,023)	(\$581,541)		\$238,863					(\$3,733,966)	(\$3,029,843)	\$39,895						(\$704,123)	
FEDERAL RELIEF GRANT FUNDS																			
28	\$0	\$0	\$1,141,125	(22)	\$0	ARPA Grant Funds				\$733,646	\$0	\$4,518,489	(22)					\$733,646	
29	\$967,373	\$211,936	\$1,086,002		\$755,437					\$9,082,803	\$314,164	\$20,475,009						\$8,768,639	

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY																		
SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS																		
MONTH AND TEN MONTHS ENDED APRIL 30, 2024 & 2023																		
Monthly Performance					April 2024					Fiscal YTD Performance (July 2023 - April 2024)								
A		B		C		D	E		F	G	H	I	J					
Actual \$ Apr 2024	Budget Apr 2024	Actual \$ Prior Year Apr 2023	Note	Variance Actual Vs. Budget					Fiscal YTD	Fiscal YTD Budget	Actual \$ Prior Year Fiscal YTD	Note	Variance Actual Vs. Budget					
NET INCREASE (DECREASE) IN CASH FROM OPERATIONS																		
29	\$967,373	\$211,936	\$1,086,002	\$755,437									\$9,082,803	\$314,164	\$20,475,009	\$8,768,639		
REPLACEMENT PASSENGER TERMINAL PROJECT ("RPT")																		
CASH DISBURSEMENTS ¹																		
30	(\$13,117,664)	(\$53,502,715)	(\$5,170,784)	(23)	\$40,385,051									(\$58,228,263)	(\$101,920,604)	(9,093,965)	(23)	\$43,692,341
CASH RECEIPTS FROM FUNDING SOURCES ²																		
31	\$9,664,220	\$9,664,220	\$0	(24)	\$0									\$9,664,220	\$9,664,220	\$0	(24)	\$0
32	0	0	0	(24)	0									14,029,502	14,029,502	0	(24)	0
33	\$9,664,220	\$9,664,220	\$0		\$0									\$23,693,722	\$23,693,722	\$0		\$0
34	(\$3,453,444)	(\$43,838,495)	(\$5,170,784)	\$40,385,051									(\$34,534,541)	(\$78,226,882)	(\$9,093,965)		\$43,692,341	
35	(\$2,486,071)	(\$43,626,559)	(\$4,084,782)	\$41,140,488									(\$25,451,738)	(\$77,912,718)	\$11,381,044		\$52,460,980	
Note 1 - Due to timing of invoices and payments thereof, the cash to budget analysis may not fully reflect current status of the project.																		
Note 2 - The FY 2024 Budget anticipated the use of Airport Reserves to fund RPT expenditures pending reimbursement from the Plan of Finance sources when eligible and available (i.e. bond proceeds, PFCs, grants, etc.).																		

Note 1 - Due to timing of invoices and payments thereof, the cash to budget analysis may not fully reflect current status of the project.

Note 2 - The FY 2024 Budget anticipated the use of Airport Reserves to fund RPT expenditures pending reimbursement from the Plan of Finance sources when eligible and available (i.e. bond proceeds, PFCs, grants, etc.).

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTES TO SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS

MONTH AND TEN MONTHS ENDED APRIL 30, 2024 & 2023

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.

FY 2024 Replacement Passenger Terminal ("RPT") Project expenditures are programmed to be initially funded through the Bipartisan Infrastructure Law grants and commercial paper program ("CP") pending issuance of the construction financing scheduled for late spring of 2024. In addition, design costs are programmed to be funded through FAA-approved use of Passenger Facility Charge ("PFC") fees.

The FY 2024 Non-RPT Capital Program expenditures are primarily funded through the following sources:

- FAA-approved PFC program receipts/reserves;
- Grants; and
- Operating Revenues

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 for the Regional Intermodal Transportation Center / Consolidated Rental Car Facility is also presented.

FY 2024 projected operational activity has been based essentially flat to FY 2023 levels. The Authority's Adopted FY 2024 budget is based on the following quarterly activity assumptions to reflect seasonal fluctuations:

- Q1 (July - September): 1,620,000 (represents 27% of total)
- Q2 (October - December): 1,560,000 (represents 26% of total)
- Q3 (January - March): 1,200,000 (represents 20% of total)
- Q4 (April - June): 1,620,000 (represents 27% of total)

Passengers increased by 2.48% FYTD April when compared to the same period in FY 2023, and favorable to the budget assumption by 3.04%. Overall financial performance FYTD April remains positive to the budget.

(Continued)

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTES TO SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS

MONTH AND TEN MONTHS ENDED APRIL 30, 2024 & 2023

NOTE (1) – Cash Receipts from Operations

Cash receipts from operations exceed the budget in FYTD April. On an accrual basis, operating revenues exceed the budget in FYTD April by \$6,191,551. 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 \$180,455 FYTD April.

NOTE (3) – Parking Fees

Parking fee revenues performed above the budget forecast FYTD April. Accrual basis Parking Fees exceed the budget by \$1,736,267 FYTD April.

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

Terminal Building rental/concession receipts exceed the budget FYTD April partially due to the timing of receipts. Accrual basis Terminal Building rents/concessions exceed the budget by \$1,077,342 FYTD April.

NOTE (5) – Rental Receipts - Other Buildings

Other Buildings rental receipts exceed the budget FYTD April partially due to the timing of receipts. Accrual basis Other Building rents are \$355,337 above budget expectations FYTD April 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 \$409,403 FYTD April.

NOTE (7) – Other Receipts

FYTD April Other Receipts consist primarily of ground handling and airfield access fees. Accrual basis Other Receipts are \$802,863 ahead of budget FYTD April primarily due to a settlement payment received in December and a security deposit from one tenant received in March.

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, which includes Trustee-held investment income, exceeds the budget by \$1,629,884 FYTD April.

NOTE (9) – Cash Disbursements from Operations

Overall operating disbursements on a cash basis and accrual basis are favorably under the budget FYTD April. 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 TEN MONTHS ENDED APRIL 30, 2024 & 2023

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. Reimbursement of the Common Use Passenger Processing System ("CUPPS") upgrade defined in note 18 is reflected in this line item to offset operating costs of the CUPPS system.

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 2023. 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. April 2024 remittance, in the amount of \$725,460, cover the months of January, February and March 2024.

NOTE (17) – Noise Mitigation Program

FAA Grants are budgeted to partially fund the multi-year Part 150 Update project. A RFP for the Part 150 Update was issued in 3rd Quarter of FY 2023 and a contract was awarded in January 2024.

NOTE (18) – Other Facility Improvement Program Projects

Other Facility Improvement Program Project costs on a cash basis are under budget FYTD April primarily due to the timing of commencement and postponement of several major projects.

NOTE (19) – FAA Grants – Facility Improvement Program Projects

FAA Grants are budgeted to partially fund a new ARFF vehicle.

NOTE (20) – Passenger Facility Charge Receipts/Reserves

A number of capital projects are budgeted to be funded or partially funded by Passenger Facility Charges, including the completion of the Runway 8 PAPI relocation, Runway and Taxiway Shoulder Rehabilitation, a new ARFF vehicle, and the Part 150 Update project.

(Continued)

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTES TO SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS

MONTH AND TEN MONTHS ENDED APRIL 30, 2024 & 2023

NOTE (21) – Customer Facility Charge Reserves

The Regional Intermodal Transportation Center ("RITC") Art in Public Places capital project is budgeted to be funded by Customer Facility Charge Reserves.

NOTE (22) – Federal Relief Grant Funds

All available non-concessionaire awarded federal relief funds were utilized towards FY 2023 bond debt service and personnel costs. The remaining concessionaire relief funds (\$2,560,425) apply only as direct payments to qualifying concessionaires and will be utilized once approved by the FAA.

NOTE (23) – Replacement Passenger Terminal Project

The Authority programmed appropriations in the amount of \$158,579,049 for development of the multi-year RPT program. RPT costs on a cash basis are below budget expectations FYTD April by \$43,692,341 primarily due to the timing of payments. The majority of cash expenditures for FYTD April are related to Holder, Pankow, TEC JV (\$48,905,994).

NOTE (24) – Replacement Passenger Terminal Project Funding Sources

Includes funding sources specifically approved for reimbursement of certain eligible RPT expenses, which include FAA grant awards (e.g. BIL) and FAA approved Passenger Facility Charge fees.

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 TEN MONTHS ENDED APRIL 30, 2024 & 2023

Monthly Performance					April 2024					Fiscal YTD Performance (July 2023 - April 2024)									
A		B		C		D		E		F									
Actual \$ Apr 2024	Budget Apr 2024	Actual \$ Prior Year Apr 2023	Note	Variance Actual Vs. Budget						Actual \$ Fiscal YTD	Fiscal YTD Budget	Prior Year Fiscal YTD	Note	Variance Actual Vs. Budget					
35	\$370,662	\$383,333	\$479,307	(1)	(\$12,671)	Customer Facility Charge Receipts									\$4,285,361	\$3,833,330	\$4,125,778	(1)	\$452,031
36	0	0	0	(2)	0	Federal Relief Grant Funds - 2012 Bond Debt Service									859,449	0	1,426,999	(2)	859,449
37	102,703	102,703	85,914	(3)	0	Facility Rent									1,072,671	1,027,030	873,655	(3)	45,641
38	(486,036)	(486,036)	(436,325)	0	0	Payments to Bond Trustee for 2012 Bond Debt Service									(4,860,360)	(4,860,360)	(4,863,244)		0
39	(\$12,671)	\$0	\$78,896	(4)	(\$12,671)										\$1,357,121	\$0	\$1,563,188	(4)	\$1,357,121

35	\$370,662	\$383,333	\$479,307	(1)	(\$12,671)	Customer Facility Charge Receipts				\$4,285,361	\$3,833,330	\$4,125,778	(1)	\$452,031
36	0	0	0	(2)	0	Federal Relief Grant Funds - 2012 Bond Debt Service				859,449	0	1,426,999	(2)	859,449
37	102,703	102,703	85,914	(3)	0	Facility Rent				1,072,671	1,027,030	873,655	(3)	45,641
38	(486,036)	(486,036)	(486,325)		0	Payments to Bond Trustee for 2012 Bond Debt Service				(4,860,360)	(4,860,360)	(4,863,244)		0
39	(\$12,671)	\$0	\$78,896	(4)	(\$12,671)					\$1,357,121	\$0	\$1,563,188	(4)	\$1,357,121

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

All available awarded federal relief funds were utilized towards FY 2023 Bond debt service costs and no further drawdowns will be applied to FY 2024 debt service.

Note (3) – Facility Rent

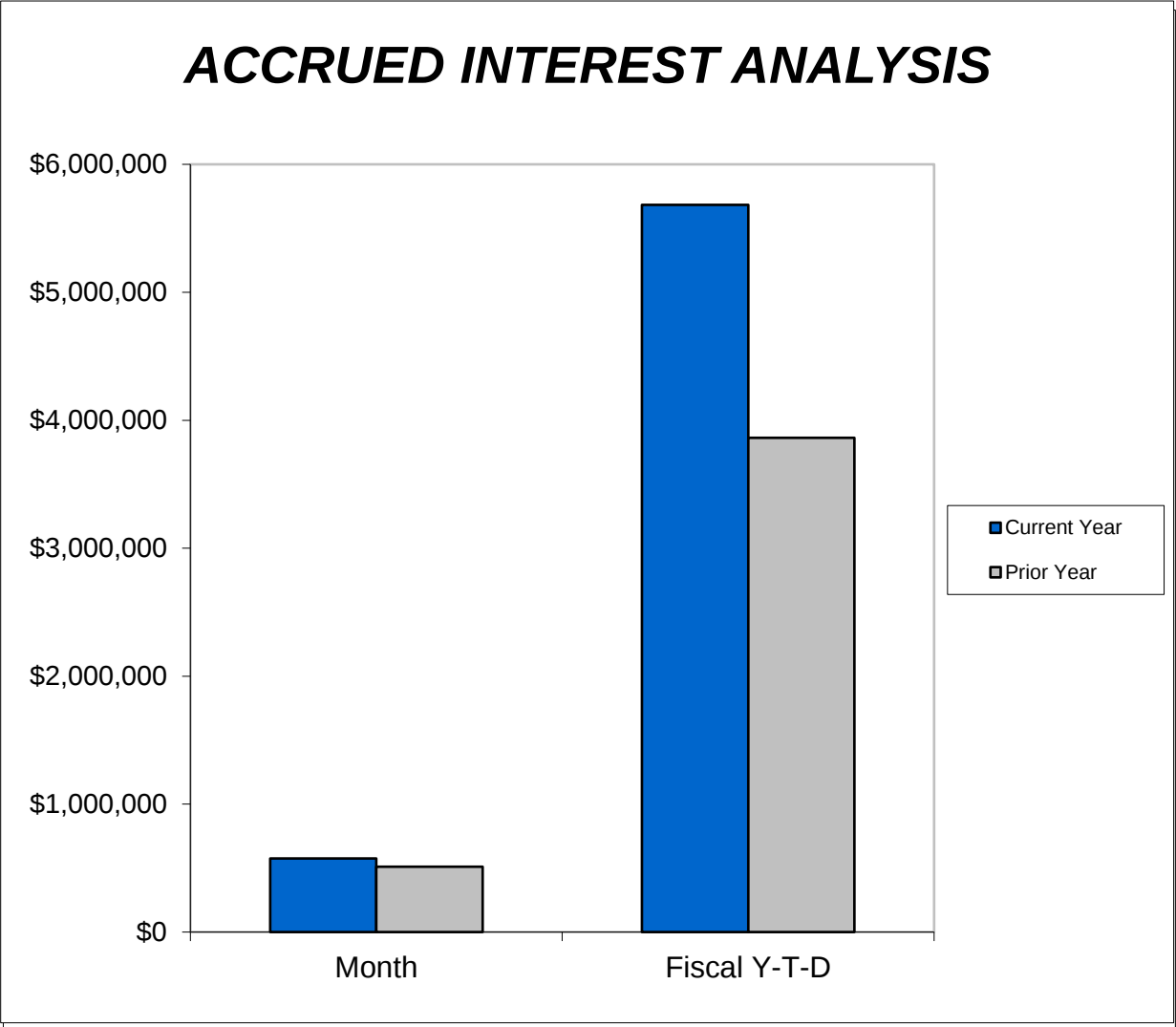
Facility Rent receipts may be applied to the 2012 Bond debt service or other allowable uses.

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



	April 2024	April 2023
Accrued Interest Revenue - Month	\$574,031	\$509,596
Accrued Interest Revenue - FYTD	\$5,683,373	\$3,863,077
Month End Portfolio Balance	\$256,096,335	\$282,973,185
Yield to Maturity	5.25%	4.07%

Supplement to the April 2024 Treasurer's Report

FYTD April 2024 Cash Expenditures

Replacement Passenger Terminal Project (RPT)

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
Replacement Passenger Terminal Project (RPT)
FY 2024 Cash Expenditures: Authorized Contracts

Consultant/Vendor	Scope of Work	Prior Fiscal Years' Cash Expenditures	Current Authorized Amounts (1)	April 2024 Cash Expenditures	FYTD 2024 (July - April) Cash Expenditures	Remaining Contract Amount	Project-to-date Total Cash Expenditures
AECOM (1a)	Program Management Services	\$ 4,172,454	N/A	-	-	N/A	\$ 4,172,454
Jacobs Project Management Company (1a)	Program Management Services	4,154,588	13,321,911	576,437	4,279,354	4,887,969	8,433,942
Airport & Aviation Professionals Inc. (AvAirPros) (1b)	Airline Technical & Financial Coordination Services	216,599	350,000	26,018	245,611	104,389	462,210
Conway Consulting (1b)	Technical Support	211,327	150,000	15,352	171,678	(21,678)	383,005
Georgino Development (1b)	Strategic Planning Services	85,500	57,600	4,800	47,700	9,900	133,200
Public Resources Advisory Group (PRAG) (1b)	Financial Advisory Services	245,608	275,000	-	128,831	146,169	374,439
Ricondo & Associates (1b)	Financial Feasibility Services	351,440	356,000	150,390	494,136	(138,136)	845,576
Geosyntec Consultants (1c)	Soil Management Services	8,586	N/A	-	-	N/A	8,586
Holder, Pankow, TEC JV (1d)	Design Builder	14,288,816	281,565,217	12,146,211	48,905,994	218,370,407	63,194,810
Azrial (2)	Consulting Services	-	N/A	-	1,625	N/A	1,625
Fitch Ratings (2)	Rating Agency	-	N/A	-	35,000	N/A	35,000
Orrick, Herrington & Sutcliffe (2)	Bond Counsel	467,197	N/A	133,008	653,513	N/A	1,120,710
Chapman (2)	Legal Services	70,000	N/A	-	-	N/A	70,000
Geraci (2)	Legal Services	-	N/A	-	2,000	N/A	2,000
McDermott (2)	Legal Services	-	N/A	-	5,000	N/A	5,000
Moody's (2)	Rating Agency	-	N/A	-	28,900	N/A	28,900
Richards, Watson & Gershon (2)	Legal Services	237,956	N/A	19,949	80,950	N/A	318,906
Ring Bender (2)	Legal Services	4,793	N/A	-	-	N/A	4,793
S & P Global Rating (2)	Rating Agency	-	N/A	-	21,000	N/A	21,000
TBI - Engineering (2)	Consulting Services	-	N/A	2,499	4,226	N/A	4,226
THU Legal Consulting (2)	Consulting Services	37,440	150,000	43,000	210,320	(60,320)	247,760
Thriving Restaurants (2)	Consulting Services	5,000	N/A	-	-	N/A	5,000
Woodward (2)	Consulting Services	-	36,000	-	24,000	12,000	24,000
Zions Bancorporation (2)	Consulting Services	-	N/A	-	2,500	N/A	2,500
RS&H (3)	Environmental Impact Study (EIS) Services	339,782	AIP / PFC Funded	-	416,994	N/A	756,776
XI-3 Corporation (4)	Consulting Services	91,770	91,770	-	-	-	91,770
City of Burbank (5a)	Burbank Water & Power Aid-in-Construction Deposit	569,000	1,980,000	-	1,411,000	-	1,980,000
City of Burbank (5b)	Plan Check Services	-	344,124	-	344,124	-	344,124
Barclays Bank (6)	CP Program / LOC Bank	-	N/A	-	335,357	N/A	335,357
Sumitomo Mitsui (6)	CP Program / LOC Bank	-	N/A	-	328,324	N/A	328,324
Groundbreaking Ceremony	Various Expenses	-	N/A	-	45,908	N/A	45,908
Meetings	Various Expenses	30,026	N/A	-	-	N/A	30,026
Licenses & Fees	Various Expenses	4,276	N/A	-	4,218	N/A	8,494
TOTALS		\$ 25,592,158	\$ 298,677,622	\$ 13,117,664	\$ 58,228,263	\$ 223,310,700	\$ 83,820,421

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
Notes to Replacement Passenger Terminal Project Schedule
Project Costs as of April 2024

- (1) Current authorized NTE Contract amounts represent Commission approved appropriations. The FY 2024 adopted budget includes appropriations of \$158,579,049 for the RPT project.
- (1a) The Jacobs' authorized amount represents the following
Commission approved Task Orders against the Professional Services agreement to date:
Task Order 1 (Development of the Program Operations Manual) - \$1,419,896
Task Order 2 (Procurement of Progressive Design Builder) - \$1,463,250
Task Order 3 (Phase 2 Design and Pre-Construction Support Services) - \$10,438,765
- (1b) These Professional Services contracts for technical, financial, and strategic airport services were presented and approved on August 28, 2023 to be effective July 1, 2023. These are multi-year support services contracts.
- (1c) This Professional Services contract for geotechnical support was approved on September 1, 2022 to be effective August 1, 2022 through June 30, 2023.
- (1d) In December 2022, the Commission approved an estimated \$55,000,000 for Task Order 1 for Phase 1 design services of the RPT project to develop the 60% design level and Guaranteed Maximum Price (GMP). Actual Phase 1 services were contracted at \$54,244,242 and are anticipated to be completed by April 2024.
- FYTD March 2024, the Commission approved additional Task Orders to develop Component Guaranteed Maximum Prices for the following:
Task Order 2 (\$76,933,511) - Terminal Building Mechanical, Electrical, and Special Systems ("MEP"); Civil Site Work; Owner Allowances
Task Order 3 (\$19,280,948) - Phase 2 General Conditions
Task Order 4 (\$55,750,716) - Site Utilities; Terminal Structure Steel
Task Order 5 (\$74,290,109) - MEP Pt. 2; Terminal Structure Pt. 2; Interior Public Art; Phase 2 Design Services
Task Order 5 Amendment No. 1 (\$1,065,691) - Exterior Public Art Sculpture
- (2) Legal services and professional services to be utilized on an as needed basis.
- (3) RS&H expenditures are for the FAA's Written Re-evaluation of the construction noise section in the Environmental Impact Study as directed by the Ninth Circuit.
- (4) XI-3 Corporation: RFP coordination and technical support services for the selection of the 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.
- (5a) The Commission approved Aid-In-Construction payments with BWP for deposits as follows:
1) June 26, 2023 - \$494,000
2) September 18, 2023 - \$1,411,000
- (5b) The Commission approved payment on October 16, 2023 in the amount of \$344,124 for a deposit with the City of Burbank for an independent contractor to undertake plan check services.
- (6) LOC banks for the CP program.

**STAFF REPORT PRESENTED TO THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
AUGUST 19, 2024**

**PROTEST REJECTION AND CONTRACT AWARD
WASTE HAULING AND RECYCLING SERVICES**

Presented 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 recommends that the Commission reject a protest by Athens Services (“Athens”) and award a Waste Hauling and Recycling Services Agreement (“Agreement”), copy attached, to American Reclamation, Inc. (“American Reclamation”). The proposed Agreement will be for a two-year base period commencing October 1, 2024, and ending October 12, 2026, at a fixed price of \$15,104 monthly, excluding on-call as needed service pickups of 10 and 40-yard mixed waste containers located at the maintenance facility.

The proposed Agreement also includes an 18-month extension option, where the Authority may request that American Reclamation submit a proposal for performance of the services at the Replacement Passenger Terminal (“RPT”) commencing October 13, 2026, and expiring on April 30, 2028. In the event of such request, the parties shall negotiate the change in American Reclamation’s scope of work and compensation for the extension period at least 120 days in advance.

BACKGROUND

Waste and recycling services for the Airport’s operations are provided through an outside service provider that complies with applicable state laws, including AB 341 (2011), AB 1826 (2014) and SB 1383 (2016) regarding waste diversion requirements. Current service requirements include regular waste and recyclable material pickups at 15 different locations throughout the Airport with a frequency ranging from daily to weekly. The contract also defines rates for on-call or additional pickup services requested on an as needed basis.

The current service provider is American Reclamation which was selected following a competitive Request for Proposals (“RFP”) process. The current contract began October 1, 2019, and has a three-year base period with two extension options which the Authority has exercised. The contract now is set to expire on September 30, 2024.

PROCUREMENT

On April 18, 2024, through the Authority’s Planet Bids e-procurement website, Staff issued an RFP for waste hauling and recycling services. The scope of work includes the waste hauling and recycling services for the Airport, again in compliance with all applicable state laws governing waste diversion requirements. Under the scope of work, the service provider

must furnish all labor, materials, tools, equipment, and supervision, and must maintain applicable licenses and permits, necessary to perform the services and be in compliance with current state laws to ensure the Authority also remains in compliance AB 341, AB 1826, and SB 1383.

Upon advertisement, a total of 51 firms were notified of the opportunity and the RFP was subsequently downloaded by 18 firms, including one download by a Disadvantaged Business Enterprise (“DBE”), one by a Women-owned Business Enterprise (“WBE”), and three by Minority-owned Business Enterprises (“MBEs”).

On May 2, 2024, staff held a mandatory pre-proposal conference with a site visit. Due to the lack of on-airport parking availability that morning, the 11:05 a.m. cut-off for attendance was waived so that the field of potential proposers would not be arbitrarily limited. American Reclamation and another firm arrived late but received the presentation slides and participated in a separate job walk.

On May 20, 2024, staff received four proposals, with three proposals determined to be responsive. The responsive firms, listed in alphabetical order, were:

- American Reclamation, Inc.
- Athens Services
- Southland Environmental Services

Five reviewers were chosen from staff in various departments to review the proposals. The proposals were evaluated according to the selection criteria specified in the RFP and restated below.

SC-1 Firm Description, Capability and Suitability (15 points)

SC-2 Experience of Firm and Qualifications (15 points)

SC-3 Technical Approach (15 points)

SC-4 Willingness To Accept Sample Agreement (15 points)

SC-5 Price (40 points)

The combined rankings, including monthly fees but excluding fees for on-call services, are listed below:

		SC-1	SC-2	SC-3	SC-4	SC-5	Total	
Rank	Maximum Points Possible	15	15	15	15	40	100	Monthly Fee
	FIRM:							
1	American Reclamation	15	15	15	15	40	100	\$15,104.15
2	Athen Services	14	14	13	7	14	62	\$45,745.43
3	Southland Environmental Services	13	13	12	15	27	80	\$21,974.09

BEST VALUE PROPOSAL

Based on these results, Staff recommends that American Reclamation be selected to continue as the service provider under the new Agreement. American Reclamation is following state laws regarding waste diversion and recycling, and has performed its contractual obligations and provided a satisfactory level of service throughout the performance period of the existing contract.

The current fixed monthly price for this service is \$12,065 per month. The cost for the on-call waste pickups for the past year totaled approximately \$13,740. This amounts to approximately \$159,000 per year for waste hauling and recycling services.

The fixed monthly price for the new Agreement is \$15,104, excluding fees for on-call pickup services. This new price represents an approximately 25% increase from the fee schedule in the current contract. Staff estimates that, absent any significant increases in on-call pickup waste, the total expenditure under the new Agreement would not exceed \$200,000 per year.

PROTEST

On July 9, 2024, Athens filed a protest against a contract award to American Reclamation. The sole basis for the protest was a contention that American Reclamation did not attend the mandatory pre-proposal meeting. Staff informed Athens that the 11:05 a.m. cut-off had been waived due to the lack of on-airport parking availability, and that American Reclamation and another firm had been given the pre-proposal presentation slides and had participated in a job walk on May 2. Athens then renewed its protest on the grounds that “it was never publicly disclosed that the requirement for participating in the pre-bid meeting was waived” and “lack of disclosure may have impacted our ability to participate fully and fairly in the process.”

Staff believes that Athens’ protest has no merit and should be rejected for several reasons. First, the RFP clearly stated that the Authority reserved the right to waive informalities and technical defects. Second, American Reclamation did not have a competitive advantage. The firm received the same pre-proposal presentation slides and site visit, on the same day, as Athens and other proposers. Finally, Athens’s monthly fee is \$30,641.36 higher than American Reclamation’s monthly fee, which would require the Authority to pay an extra \$735,392.64 for the two-year base period of the Agreement. As noted above, price is one of the selection criteria. Thus, the RFP declared that “contract award, if made by the Authority Commission, will be to the Respondent offering the proposal most advantageous to the Authority, with price and other factors in the selection criteria considered.”

FUNDING

At the time the FY 2025 budget was being developed, the Waste Hauling and Recycling Services RFP was in process. Appropriations included in the adopted FY 2025 budget did not assume future pricing and maintained appropriations at FY 2024 level of \$185,000. If

there are a significant number of on-call pick up services, expenditure could exceed appropriations by approximately \$15,000, which staff feels could be accommodated through future operating revenues.

RECOMMENDATION

Subject to the recommendation of the Committee at its meeting immediately preceding the Commission meeting, Staff recommends the Commission take the following actions: reject the protest from Athens; award the Agreement to American Reclamation for a two-year base period with one 18-month extension option for services at the RPT; and authorize the President to execute the same.

**STAFF REPORT PRESENTED TO THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
AUGUST 19, 2024**

**AWARD OF CONTRACT
JANITORIAL SERVICES**

Presented by Patrick Lammerding
Deputy Executive Director, Planning and Development

SUMMARY

At its meeting on July 15, 2024, the Operations and Development Committee (“Committee”) voted (2–0) to recommend that the Commission award a Janitorial Services Agreement (“Agreement”), copy attached, to C&W Facility Services, Inc. (“C&W”) for a 23-month period, ending on October 12, 2026, at a fixed annual price of \$2,257,773.24, excluding supplies.

The proposed Agreement also includes an 18-month extension option, where the Authority may request that C&W submit a proposal for performance of the Services in the Replacement Passenger Terminal for the period commencing October 13, 2026, and expiring on April 30, 2028. Such a request will be made at least 120 days in advance, and the parties shall negotiate the change in C&W’s scope of work and compensation for the extension period. Supplies will be billed monthly on an actual cost basis, which is estimated to be approximately \$26,996 per month in the existing passenger terminal based on activity levels.

BACKGROUND

The Authority contracts with an outside vendor to provide janitorial services for all publicly accessible areas of the terminal and other specific areas within the Airport property. C&W is the current provider, having been awarded a short-term contract beginning November 1, 2023, to replace the previous vendor which did not meet the required service levels. The current contract with C&W expires on October 31, 2024.

REQUEST FOR PROPOSALS (“RFP”)

A Janitorial Services and Supplies RFP was publicly advertised on April 10, 2024, and posted online via PlanetBids. A total of 134 firms were notified of the opportunity and the RFP was subsequently downloaded by 51 firms, including three downloads from Disadvantaged Business Enterprises (DBEs), four from Women-owned Business Enterprises (WBEs), and 13 from Minority-owned Business Enterprises (MBEs). In addition, one local firm from Pasadena downloaded the RFP.

The RFP advertisement was also posted through the Burbank Chamber of Commerce and the Glendale Chamber of Commerce, which reached approximately 5,600 and 2,100 members, respectively. The Pasadena Chamber of Commerce did not respond to the staff’s inquiry regarding posting of the advertisement.

On May 10, 2024, staff received proposals from 10 firms, with seven determined to be responsive. The responsive firms, listed alphabetically, were:

- ABM Aviation, Inc.
- C&W Facility Services, Inc.
- Flagship Aviation Services
- PRIDE Industries One, Inc.
- Total Maintenance Management, Inc.
- Universal Building Maintenance, LLC.
- Uniserve Facilities Services

An evaluation panel consisting of five staff members from various departments was assembled to review the responsive proposals. The proposals were evaluated according to the selection criteria specified in the RFP, which include:

- Firm Suitability and Financial Strength (15 points)
- Experience and Past Performance (25 points)
- Workplan (Service Approach, Staffing Structure, and Quality of Team Leaders) (25 points)
- Consent to Service Agreement (10 points)
- Price (25 points)

Based on the proposal evaluation, there was a gap between the two highest-scoring firms, C&W and Flagship Aviation Services, and the remaining proposers. An interview invitation was extended to the two highest-scoring firms to allow for further evaluation.

The scoring of the responsive proposals is as follows:

Proposer	Proposal and Fee
Max Points Available	100
C&W Facility Services, Inc.	94
Flagship Aviation Services	91
Uniserve Facilities Services Corporation	85
PRIDE Industries One, Inc.	82
Total Maintenance Management, Inc.	76
ABM Aviation, Inc	72
Universal Building Maintenance, LLC	68

The interviews were held on June 26, 2024, and consisted of a 20-minute presentation by the proposing firm and a 25-minute Q&A with the evaluation panel. Each team's presentation and their response to questions were scored with the highest scoring proposer being recommended.

The scoring of the proposal and interview is as follows:

Proposer	Proposal and Fee	Interview	Total Score
Max Points Available	100	100	200
C&W Facility Services, Inc.	94	98	192
Flagship Aviation Services	91	90	181

SCOPE OF SERVICES

The scope of work under the current Agreement includes janitorial services for all publicly accessible areas of the terminal such as restrooms, hallways, hold-rooms, curb-front, bag-claim areas, ticket and gate counters, nursing stations, pet-relief areas, Authority administrative offices, parking booths, security booths, valet center, parking structure elevators, the elevated walkway to the Regional Intermodal Transportation Center, Ground Transportation Islands and sidewalks, Hangar 34, maintenance facility, Building 3, and the second floor of Building 36.

The onsite janitorial staff under the current Agreement provides an average of 5,200 hours per month with personnel distributed over three shifts. There is no anticipated change to the scope of services for the proposed new Agreement compared to the scope of work covered under the current Agreement. Staff recognizes that flight schedules are influenced by several external factors. Thus, the proposed new Agreement includes a provision that ensures good faith negotiation of a reduction in the monthly fee and hourly rates if at any time the annual passenger throughput at the Airport has dropped by more than 10% compared to the prior 12-month period.

The proposed new Agreement also contemplates the potential need to extend services for an 18-month period after the Authority transitions into the RPT. Upon request, C&W will provide the Authority with a proposal and will negotiate in good faith an adjustment to the scope of work and fees reflective of the RPT requirements. Any such contract extension and adjustment to the scope of work and fees would be submitted to the Commission for approval.

EVALUATION PANEL CONSIDERATIONS

Providing a clean facility is critical for Airport operations and is one of the most important factors affecting passenger experience. During their current performance period and in the RFP process, C&W has communicated an excellent understanding of the needs of the

Airport and has demonstrated a high standard of performance.

There will be no change to the organizational structure or staffing levels compared to what is being provided by C&W today. With 30 personnel in the janitorial team distributed over three shifts and led by a dedicated Site Manager, C&W is able to provide a customized cleaning approach for the Airport that includes strategies to ensure efficiency and productivity. On the sustainability forefront, C&W is certified as a Cleaning Industry Management Standard Green Building (CIMS-GB), which emphasizes quality management and environmentally preferable programs for cleaning organizations.

C&W demonstrated a strong commitment to safety which is apparent through the firm's initiatives, such as their partnership with Shoes for Crews which provide slip -and oil resistant footwear to their staff members. The company also provides safety training sessions, including topics such as pandemic response. C&W also maintains an internal recognition program that rewards employees for exemplary services.

BEST VALUE PROPOSAL

C&W is proposing an annual cost for the new Agreement in the amount of \$2,257,773.24, which is \$188,147.77 per month for the 23-month base term. The amount in the new Agreement is a 1.3% decrease from the current Agreement, which would result in savings of approximately \$29,570.76 annually. All custodian staff are paid above the State minimum wage rates as well as the minimum wage rates for Burbank, Pasadena, and Glendale. C&W is signatory to the current collective bargaining agreement with SEIU- United Service Workers West which represents their employees. Wage increases for the duration of the new Agreement are included in the collective bargaining agreement and C&W's price proposal.

FUNDING

Appropriations for Janitorial Services and Supplies have been included in the adopted FY 2025 budget in the amount of \$2,647,000, which are adequate to cover the proposed services.

RECOMMENDATION

At its meeting on July 15, 2024, the Committee voted (2–0) to recommend that the Commission approve the proposed new Agreement with C&W for janitorial services for a 23-month period with one 18-month extension option for services at the RPT subject to future negotiation.

**STAFF REPORT PRESENTED TO THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
AUGUST 19, 2024**

**AID-IN-CONSTRUCTION PAYMENT DEPOSITS
REPLACEMENT PASSENGER TERMINAL PROJECT**

Presented by
Patrick Lammerding
Deputy Executive Director, Planning and Development

SUMMARY

At its meeting on August 7, 2024, the Executive Committee (“Committee”) voted (2–0, 1 absent) to recommend that the Commission approve two Aid-In-Construction (“AIC”) deposit requests, copies attached, from the City of Burbank for:

1. **\$860,000** for Phase 1 (3.5 MVA Temporary Power) engineering and balance of 12kV distribution materials and labor to bring temporary power to the Replacement Passenger Terminal (“RPT”) Project site. This phase is expected to be complete by November 2024.
2. **\$100,000** for Phase 2 (17 MVA temporary power) engineering to bring temporary power to the RPT Project site. This phase is expected to be complete by May 2025.

BACKGROUND

On December 19, 2022, the Commission awarded Holder, Pankow, TEC – A Joint Venture (“HPTJV”) a design-build agreement for the RPT Project. The design and construction efforts are well underway and have reached a few milestones. As part of the construction efforts, the project team (which includes airport staff, Jacobs Project Management staff and members of the design-build team) continues to coordinate with Burbank Water and Power (“BWP”) representatives for the initial temporary and ultimate permanent power to the RPT and ancillary facilities.

To date, the Authority has made the following AIC payments for the RPT Project:

1. June 26, 2024 - **\$40,000** AIC deposit for BWP site inspector for the electrical substructure installation, manholes, conduit placement, concrete-encasement, slurry backfill, compaction, mandrelling conduit, etc. for temporary Phase 1 power.
2. September 6, 2023 - **\$1,411,000** AIC deposit for additional material and labor cost for BWP to bring temporary Phase 2 power.
3. June 26, 2023 - **\$494,000** AIC deposit for temporary construction power equipment. This AIC deposit included the procurement and installation of cabling and switches for the feeder lines which will provide temporary Phase 1 power to the RPT Project site.

4. March 2, 2023 - **\$50,000** AIC deposit for electrical power requirement feasibility study.
5. September 27, 2022 - **\$25,000** AIC deposit for electrical power requirement feasibility study.

The two proposed AIC deposits are a requirement for BWP to perform engineering services as well as to provide the labor, material, and equipment to install cables for the Phase 1 & 2 temporary construction power. The deposits will cover the following as estimated by BWP:

- Phase 1 Engineering & cable installation (includes labor, material, and equipment): **\$860,000**;
- Phase 2 Engineering: **\$100,000**

BWP will charge against the AIC deposits for the actual costs and quantities. Any remaining funds will either be refunded or credited to future work.

FUNDING

The approved FY 2024-2025 Replacement Passenger Terminal Project Budget includes \$37,552,000 for the substation. The cost of these proposed AIC deposits will be under this appropriation.

RECOMMENDATION

At its meeting on August 7, 2024, the Committee voted (2–0, 1 absent) to recommend that the Commission approve the proposed two AIC deposits with the City of Burbank and authorize staff to remit payment.

**STAFF REPORT PRESENTED TO THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
AUGUST 19, 2024**

CITIZEN’S ADVISORY COMMITTEE NOMINATIONS

Presented by Aaron Galinis,
Senior Airport Planner

SUMMARY

At its meeting on March 18, 2024, the Commission voted to adopt Resolution No. 510, re-establishing a nine-member Citizen’s Advisory Committee (“CAC”) representing the Cities of Burbank, Glendale, and Pasadena. Based upon the Commission’s approval, Staff solicited and received nominations from the city managers of each of the three cities. Subject to the recommendation of the Legal, Government and Environmental Affairs Committee (“Committee”) at its meeting immediately preceding the Commission meeting, Staff seeks Commission approval of the nine nominees provided.

BACKGROUND

On January 16, 2024, the Commission awarded a contract to Harris Miller Miller and Hanson (“HMMH”) to undertake an Airport Noise Compatibility Study, which is commonly known as a “Part 150 Study.” A Part 150 Study comprises two specific categories of documents as deliverables, which are (i) Noise Exposure Maps (“NEMs”) that depict existing and 5-year forecast future conditions of airport noise contours at 65 and 70 decibels of Community Noise Equivalent Level (“CNEL”), and (ii) a Noise Compatibility Program (“NCP”) that identifies programs and policies to remedy untreated residential and educational land uses that fall within those contours. HMMH is currently performing technical analysis associated with these tasks and will begin a concurrent community outreach process following approval of the CAC membership.

During its March 18, 2024, meeting, the Commission voted to establish a nine-member CAC representing the Cities of Burbank, Glendale, and Pasadena set forth by Resolution No. 510. Pursuant to Section 3 of the resolution, the function of the CAC is to be a purely advisory body during the Part 150 Study that focuses exclusively on: (i) gathering public input on airplane noise issues associated with BUR; and (ii) assisting in the update of the Authority’s NEMs and NCP. Resolution 510 also directed staff to solicit nominations from the city managers of each city.

The Cities of Burbank, Glendale, and Pasadena each selected three nominees through independent processes. The CAC will become active upon appointment of the membership by the Commission and shall dissolve upon the Authority’s submission of updated NEMs and NCP to the FAA. The names of the nominees are presented as follows:

City of Burbank:

- Raymond Scholl
- Laura Ioanou
- Martin Perlmutter

City of Glendale:

- Aurora Abracia
- Adrian Fieda
- Carl Povilaitis

City of Pasadena:

- Rey Rodriguez
- Dino Barajas
- Phlunté Riddle

RECOMMENDATION

Subject to the recommendation of the Committee at its meeting immediately preceding the Commission meeting, Staff seeks Commission approval to reestablish the CAC by approving the nominated membership.

**STAFF REPORT PRESENTED TO THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
AUGUST 19, 2024**

REPLACEMENT VEHICLE ACQUISITION AUTHORIZATION

Presented by
Lanna Aguilera
Senior Manager, Procurement

SUMMARY

The adopted FY 2025 budget includes appropriations to address the acquisition of ten vehicles in the aggregate amount of \$975,000. These appropriations include \$200,000 for an ARFF utility truck, which originally was approved for purchase in FY 2024 and was reprogrammed into FY 2025 due to the long lead time. That vehicle is anticipated to be delivered this November.

Staff recently became aware of the availability of three hybrid engine Police Interceptor SUVs through a State-authorized government fleet vehicle retailer. The Authority's policy is that any acquisition in excess of \$75,000 requires Commission approval prior to execution of a contract. Due to this limitation Staff has issued a Purchase Order, in the amount of \$66,990.95, for just one of the available police vehicles.

Acquisition of replacement vehicles continues to be hampered by limited inventory of new fleet vehicles, supply chain issues, long lead times and the need to respond without delay when a purchase or pre-order opportunity arises. Subject to the recommendation of the Operations and Development Committee at its meeting immediately prior to the Commission meeting, Staff is requesting that the Commission authorize issuance of future Purchase Orders, up to the \$975,000 appropriations limit, for the remaining two Police and six other department vehicles programmed for FY 2025 budget. Subject to the recommendations of the Committee, this item has also been placed on the Commission's agenda for its consideration at its meeting immediately following the Committee's meeting.

BACKGROUND

Staff continues with efforts to procure the most environmentally sustainable vehicles that meet department operational requirements and the Authority's Air Quality Improvement Plan ("AQIP") goals. The remaining eight vehicles programmed as part of the adopted FY 2025 budget, and the sustainability goal for such vehicles, are as follows:

<u>Vehicle</u>	<u>Sustainability Goal</u>
Two Police SUV Interceptors:	Hybrid
Two Maintenance vehicles:	Hybrid or SULEV
Two Operations vehicles:	Hybrid or SULEV
One Noise & Environmental vehicle:	EV
One Administration vehicle:	EV

Upon new vehicle placement into service, older and less environmentally sustainable vehicles will be retired from the Authority's fleet.

Staff will reach out to all potential fleet vehicle vendors both in government programs and retail. Items required beyond the base acquisition (such as emergency lights, sirens, and specialty equipment) will be procured separately through a bid process as applicable.

FUNDING

The adopted FY 2025 budget includes appropriations in the amount of \$975,000 to provide funding for ten vehicles, including the ARFF utility truck previously approved by the Commission.

As the fiscal year progresses, Staff will provide a status report to the Committee regarding the fleet vehicle inventory.

RECOMMENDATION

With the time sensitivity to respond quickly when vehicles are available to procure, and subject to the recommendation of the Committee at its meeting immediately prior to the Commission meeting, Staff is requesting that the Commission authorize the issuance of Purchase Orders for the remaining eight vehicles authorized within the total adopted FY 2025 budget appropriations of \$975,000.