



October 16, 2025

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

NOTICE is hereby given that a regular meeting of the Legal, Government and Environmental Affairs Committee will be held on Monday, October 20, 2025, at 8:30 a.m., in the Burbank Room of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California 91505.

In addition to attending the meeting in person, members of the public may observe the meeting telephonically and may offer comment in real time through the following number:

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

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

REGULAR MEETING
OF THE
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE
Burbank Room
Monday, October 20, 2025
8:30 a.m.



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

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

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



The following activities are prohibited:

- *Allocation of speaker time to another person.*
- *Video presentations requiring use of Authority equipment.*



Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Authority to the Committee less than 72 hours prior to that meeting are available for public inspection at Hollywood Burbank Airport (2627 N. Hollywood Way, Burbank) in the administrative office during normal business hours.



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

AGENDA

Monday, October 20, 2025

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

- a. October 6, 2025

[See page 1]

5. Items for Information

- a. ONT+ Visitor Pass Program

[See page 3]

At its October 6, 2025 meeting, the Legal, Government and Environmental Affairs Committee asked Staff to agendaize an information item regarding the "ONT+ Visitor Pass Program" at Ontario International Airport ("ONT").

- b. Committee Pending Items

[See page 5]

6. Adjournment

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

MONDAY, OCTOBER 6, 2025

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 8:33 a.m., by Commissioner Gabel-Luddy.

1. ROLL CALL

Present:	Commissioners Gabel-Luddy and Lyon
Absent:	Commissioner Najarian
Also Present:	Greg Rabinovitz, Chief of Staff; Maggie Martinez, Director, Noise & Environmental Affairs Authority Counsel: Terence Boga, Esq., Richards, Watson & Gershon

2. Approval of Agenda

Motion	Commissioner Gabel-Luddy moved approval of the agenda, seconded by Commissioner Lyon.
Motion Approved	The motion was approved (2–0, 1 absent).

3. Public Comment

There were no public comments.

4. Approval of Minutes

a. August 18, 2025

A draft copy of the Committee meeting minutes of the August 18, 2025 meeting was included in the agenda packet for review and approval.

Motion	Commissioner Lyon moved approval of the Committee meeting minutes, seconded by Commissioner Gabel-Luddy.
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Motion Approved	The motion was approved (2-0, 1 absent).
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5. Items for Approval

a. Professional Services Agreement Trifiletti Consulting, Inc.

Staff sought a recommendation to the Commission to approve a proposed Professional Services Agreement ("Agreement") with Trifiletti Consulting, Inc. ("Trifiletti") for continued environmental consulting services required to maintain compliance with the Memorandum of Understanding between the Authority and the South Coast Air Quality Management District. This also includes the implementation of the Authority's voluntary measures identified in the Air Quality Improvement Plan. The proposed Agreement is for the period from November 1, 2025 to October 31, 2026, and is in the not-to-exceed amount of \$75,000.

Motion

Commissioner Gabel-Luddy moved approval of the recommendation with a data request from Staff to present to the Commission the accomplishments achieved by Trifiletti since 2019, including additional information on rates and services. Commissioner Lyon seconded the motion.

Motion Approved

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

6. Items for Information

a. Committee Pending Items

Staff informed the Committee of future pending items that will come to the Committee for review.

7. Adjournment

There being no further business to discuss, the meeting was adjourned at 8:50 a.m.

**STAFF REPORT PRESENTED TO THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE
OCTOBER 20, 2025**

ONT+ VISTOR PASS PROGRAM

Presented by Greg Rabinovitz
Chief of Staff

SUMMARY

At its October 6, 2025 meeting, the Legal, Government and Environmental Affairs Committee asked Staff to agendize an information item regarding the “ONT+ Visitor Pass Program” at Ontario International Airport (“ONT”).

BACKGROUND

The Ontario International Airport Authority instituted a program in October 2022 called ONT+ Visitor Pass to allow members of the non-traveling public to visit the secure area of ONT. The program provides access to the shopping and dining amenities that are located on the post-security side of ONT’s passenger terminal. It also allows visitors to wait with, or meet up with, travelers inside the terminal. The program requires visitors to apply online up to seven days in advance by entering the desired date and time of their proposed visit. Same-day visit applications are also accepted. The program limits the number of non-ticketed visitors for a particular day or time, and the passes are offered on a first-come, first-served basis. The program website automatically stops accepting applications once the visitor threshold has been reached. Applicants must provide Transportation Security Administration (“TSA”)-approved identification, and the program website provides email notification of application receipt and approval. For same-day applications, the program website provides an approval or denial within 15 minutes.

Approved visitors receive an ONT+ Visitor Pass attached to the approval e-mail. The pass, along with the TSA-approved ID, is used to enter the passenger screening checkpoint. ONT+ visitors are subject to the same security regulations as ticketed passengers. The pass is generally available during operating hours of the terminal, with the last visitors being admitted at 9:00 in the evening. Only digital passes are allowed; printed versions of a pass are not valid.

There are other U.S. airports that offer a visitor program similar to the one at ONT. A partial list of these airports is listed below:

- Seattle-Tacoma International Airport
- Tampa International Airport
- Detroit Metropolitan Airport
- Louis Armstrong New Orleans International Airport
- John Wayne International Airport

Each of these visitor programs is subject to the approval of the Federal Security Director who oversees that particular airport. Additionally, any violations of federal security regulations may subject the airport operator to civil penalties of up to \$10,000 per violation.

At Hollywood Burbank Airport, passengers who need assistance from a family member or guardian may request a “gate pass” from the airline they are traveling on. Issuance of a gate pass is at the discretion of the airline, and the accompanying person must have a legitimate reason to escort the passenger, such as a parent or guardian of a traveling unaccompanied minor. If granted a gate pass, the escort is subject to the same security screening procedures as a ticketed passenger.

RECOMMENDATION

A visitor program similar to one implemented at ONT or other airports may have some beneficial value once the Replacement Passenger Terminal (“RPT”) is fully operational. However, Staff recommends that a decision on such a program be deferred until Staff, Airlines, Concessionaires and the TSA become fully immersed in the operation of the RPT.

**BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE
OCTOBER 20, 2025
COMMITTEE PENDING ITEMS**

Future

Tentative Presentation

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| 1. Informational Update - Other SoCal Airport Noise Programs | TBD |
| 2. LEEDS to Density Presentation (City of Burbank - Golden State Plan) | TBD |