



October 18, 2013

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 Monday, October 21, 2013, at 9:00 a.m., in the Airport Skyroom of the Bob Hope Airport, 2627 Hollywood Way, Burbank, California, 91505.

The items to be discussed are listed on the attached agenda.

Sue Loyd, Board Secretary
Burbank-Glendale-Pasadena Airport Authority

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
Regular Meeting of Monday, October 21, 2013
9:00 A.M.

NOTE TO THE PUBLIC: Prior to consideration of business items, the Authority invites comment on airport-related matters during the Public Comment period. Members of the public are requested to observe the following decorum when attending or participating in meetings of the Commission:

- 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 Commission's secretary.
- Limit public comments to five minutes, or such other period of time as may be specified by the presiding officer, and confine remarks to matters that are on the Commission's agenda for consideration or are otherwise within the subject matter jurisdiction of the Commission.

Any discloseable 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 Bob Hope Airport (2627 Hollywood Way, Burbank) in the administrative office during normal business hours.

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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.

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. PUBLIC COMMENT
4. CONSENT CALENDAR
 - a. Committee Reports (For Noting and Filing)
 - 1) Operations and Development Committee
 - (i) September 16, 2013
 - 2) Finance and Administration Committee
 - (i) September 3, 2013

[See page 1]

[See page 4]

- 3) Legal, Government and Environmental Affairs Committee
 - (i) September 13, 2013 **[See page 6]**
 - b. Commission Minutes (For Approval)
 - 1) October 7, 2013 **[See page 13]**
 - c. Non-Exclusive, On-Airport Rental Car Lease and Concession Agreement Amendments
Budget Rent a Car and Fox Rent A Car **[See page 29]**
 - d. Proposed Resolution No. 456, A Resolution of the Burbank-Glendale-Pasadena Airport Authority
Updating Authorizations for Federal Aviation Administration Grant Offer Acceptances **[See page 40]**
5. ITEMS FOR COMMISSION APPROVAL
- a. Aon Risk Services
Insurance Brokerage Contract
Addendum No. 6 **[See page 42]**
6. ITEMS FOR DISCUSSION
- a. October 10 Airport-Sponsored Town Hall Meeting Update **[No Staff Report]**
7. ITEMS FOR COMMISSION INFORMATION
- a. History and Art Realization Program (HARP) Update **[No Staff Report]**
8. CLOSED SESSION
- a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(California Government Code Section 54956.8)

Property:	B-6 Property Easements
Authority Negotiator:	Executive Director
Negotiating Party:	City of Burbank
Under Negotiation:	Price and Terms of Payment
Property:	A-1 North Property Easements
Authority Negotiator:	Executive Director
Negotiating Party:	City of Burbank
Under Negotiation:	Price and Terms of Payment

Property: Bob Hope Airport Leasehold
Authority Negotiator: Executive Director
Negotiating Party: Alaska Airlines; Delta Airlines; jetBlue Airways; SeaPort Airlines; Southwest Airlines; United Air Lines; US Airways
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leasehold
Authority Negotiator: Executive Director
Negotiating Party: Enterprise Rent-a-Car Company of Los Angeles, LLC; The Hertz Corporation; Avis Budget Car Rental LLC; Budget Rent a Car of Southern California; DTG Operations, Inc.; Fox Rent A Car; Midway Car Rental
Under Negotiation: Price and Terms of Payment

b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(California Government Code Section 54956.9(d)(1))

Name of Case: In re Petition of Burbank-Glendale-Pasadena Airport Authority for Order Permitting Entry on Property (Union Pacific) (Case No. BS131944)

Name of Case: Fox Rent-A-Car, Inc. v. Burbank-Glendale-Pasadena Airport Authority (Case No. BC517650)

c. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant Exposure to Litigation (California Government Code Section 54956.9(d)(2)):
One potential case. Facts and Circumstances: McCarthy Building Companies Change Order Requests

d. THREAT TO PUBLIC SERVICES OR FACILITIES
(California Government Code Section 54957(a))

Consultation with Director of Public Safety

e. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(California Government Code Section 54957(b))

1) Title: Executive Director

2) Title: Senior Deputy Executive Director

9. ADJOURNMENT

COMMISSION NEWSLETTER

October 21, 2013

[Regarding agenda items]

4. 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 REPORTS – Approved minutes of the following committee meetings are included in the agenda packet for information: September 16, 2013, Operations and Development Committee; September 3, 2013, Finance and Administration Committee; and September 13, 2013, Legal, Government and Environmental Affairs Committee.
- b. COMMISSION MINUTES – OCTOBER 7, 2013 – The draft minutes of this meeting are attached for Commission review and approval.
- c. NON-EXCLUSIVE, ON-AIRPORT RENTAL CAR LEASE AND CONCESSION AGREEMENT AMENDMENTS, BUDGET RENT A CAR AND FOX RENT A CAR – A staff report is included in the agenda packet. At the October 7, 2013, meeting, of the Finance and Administration Committee, the Committee voted unanimously (3–0) to recommend to the Commission that it authorize the Executive Director to execute Non-Exclusive, On-Airport Rental Car Lease and Concession Agreement amendments with Budget Rent a Car and Fox Rent A Car to implement a reallocation of garage space within the Regional Intermodal Transportation Center's Consolidated Rental Car Facility (CRCF).
- d. PROPOSED RESOLUTION NO. 456, A RESOLUTION OF THE BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY UPDATING AUTHORIZATIONS FOR FEDERAL AVIATION ADMINISTRATION GRANT OFFER ACCEPTANCES – A staff report is included in the agenda packet. At the October 7, 2013, meeting of the Legal, Government and Environmental Affairs Committee, the Committee voted unanimously (3–0) to recommend that the Commission adopt the proposed Resolution No. 456 updating authorizations for acceptance of FAA grant offers.

5. ITEMS FOR COMMISSION APPROVAL

- a. AON RISK SERVICES, INSURANCE BROKERAGE CONTRACT, ADDENDUM NO. 6 – A staff report is included in the agenda packet. At the October 7, 2013, meeting of the Finance and Administration Committee, the Committee voted unanimously (3–0) to recommend to the Commission that it authorize Staff to renew the annual insurance brokerage service contract with Aon Risk Services, with no change in annual fees from the previous year's \$90,000 and a supplemental fee of \$40,000 for the extended coverage of the Owner Controlled Insurance Program (OCIP) for the Regional Intermodal Transportation Center (RITC).

6. ITEMS FOR COMMISSION DISCUSSION

- a. OCTOBER 10 AIRPORT-SPONSORED TOWN HALL MEETING UPDATE – No staff report is attached. On October 10, 2013, the Authority held a Town Hall meeting regarding a proposed replacement terminal at the Bob Hope Airport. Staff will update the Commission on the discussion from that meeting.

7. ITEMS FOR COMMISSION INFORMATION

- a. HISTORY AND ART REALIZATION PROGRAM (HARP) UPDATE – No staff report is attached. The Skies of Freedom Memorial Brick Program began on October 16, 2013. Staff will update the Commission on the start of the donation program.