



May 29, 2015

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, June 1, 2015, 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, June 1, 2015

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. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. CONSENT CALENDAR
 - a. March 2015 Treasurer's Report
 - b. Committee Reports (For Noting and Filing)
 - 1) Finance and Administration Committee
 - (i) March 2, 2015

[See page 1]

[See page 21]

- (ii) March 16, 2015 *[See page 23]*
 - 2) Legal, Government and Environmental Affairs Committee
 - (i) March 2, 2015 *[See page 26]*
 - (ii) March 16, 2015 *[See page 29]*
 - c. Commission Minutes (For Approval)
 - (i) April 6, 2015 *[See page 32]*
 - d. Month to Month Storage and Office Space Lease
HG Burbank JV *[See page 40]*
 - e. Non-Exclusive License Agreement Los Angeles SMSA
Limited Partnership, dba Verizon Wireless *[See page 42]*
 - f. Approval of the Form of Agreement Airport Access and
Facilities Use Agreement for Class IV Operators and
Subtenants of Current Airport Tenants *[See page 44]*
- 6. ITEMS FOR COMMISSION ACTION
 - a. Committee Appointments *[No Staff Report]*
- 7. ITEMS FOR COMMISSION APPROVAL
 - a. Award of Contract Project Number E14-26 Hangar 2 Ramp Paving *[See page 46]*
- 8. ITEMS FOR COMMISSION DISCUSSION
 - a. Delivery/Acceptance of New Aircraft Rescue and Firefighting
("ARFF") Vehicle *[No Staff Report]*
- 9. ITEMS FOR COMMISSION INFORMATION
 - a. Airline Schedule Analysis *[See page 49]*
 - b. April 2015 Passenger/Cargo Statistics and
Parking Information *[See page 59]*
- 10. 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: B-6 Property
Authority Negotiator: Executive Director
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: Burbank-Glendale-Pasadena Airport Authority
v. Arsual Investments (Case No. 15P03074)

Name of Case: Burbank-Glendale-Pasadena Airport Authority
v. Williams Pipeline Contractors, Inc. (Case No. 15P03075)

Name of Case: Burbank-Glendale-Pasadena Airport Authority
v. Affordable Storage, LLC (Case No. 15P03076)

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

Consultation with Director of Public Safety

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

1) Title: Executive Director

2) Title: Senior Deputy Executive Director

11. ADJOURNMENT

COMMISSION NEWSLETTER

June 1, 2015

[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. MARCH 2015 TREASURER'S REPORT – No staff report is attached. Included in the agenda packet is the Treasurer's Report for March 2015. The report was presented to the Finance and Administration Committee at its May 18, 2015 meeting at which time the Committee recommended 3-0 that it be noted and filed by the Commission.
- b. COMMITTEE REPORTS FOR NOTE AND FILING – March 2, 2015 and March 16, 2015 (Finance and Administration Committee); and March 2, 2015 and March 16, 2015 (Legal, Governmental and Environmental Affairs Committee).
- c. COMMISSION MINUTES – APRIL 6, 2015 – The draft minutes of this meeting is attached for Commission review and approval.
- d. MONTH TO MONTH STORAGE AND OFFICE SPACE LEASE HG BURBANK JV – A staff report is attached. At its meeting on May 18, 2015, the Finance and Administration Committee unanimously voted 3-0 to recommend to the Commission that it approve a Month-to-Month Space Lease ("Lease") with HG Burbank JV ("Hudson"), the Airport's newly awarded non-exclusive news and gift concessionaire. The storage and office space will be used as support space for its five news, gifts and speciality retail concession locations in Terminals A and B. The Lease includes four storage and office spaces which are located throughout Terminal A (exhibit showing spaces attached). These four office and storage spaces are currently being leased by the current news and gift concessionaire, Paradies LLC. Hudson will assume these spaces when it begins retail operations on June 1, 2015.
- e. NON-EXCLUSIVE LICENSE AGREEMENT LOS ANGELES SMSA LIMITED PARTNERSHIP, DBA VERIZON WIRELESS – A staff report is attached. At its meeting on May 18, 2015, the Finance and Administration Committee unanimously voted 2-0 (1 recusal) to recommend that the Commission enter into a Non-Exclusive License Agreement with Los Angeles SMSA Limited Partnership, dba Verizon Wireless. This agreement allows Verizon Wireless to continue to operate a wireless local area network for the purpose of providing secure internet and cellular connections to subscribing customers. The Authority and Verizon Wireless currently have a Non-Exclusive License Agreement that expires on May 31, 2015. The new Agreement will, in effect, extend Verizon Wireless' tenancy to May 31, 2018 with two automatic one-year extension options.
- f. APPROVAL OF THE FORM OF AGREEMENT AIRPORT ACCESS AND FACILITIES USE AGREEMENT FOR CLASS IV OPERATORS AND SUBTENANTS OF CURRENT AIRPORT TENANTS – A staff report is attached. At its meeting on May 18, 2015, the Finance and Administration Committee unanimously voted 3-0 to

recommend that the Commission approve the following: Form of Airport Access and Facilities Use Agreement ("Agreement") for Off-Airport Rental Car Companies and Subtenants of Airport Tenants; form of Commercial Access License and authorization for the Executive Director to execute or terminate the Agreement on behalf of the Authority.

6. ITEMS FOR COMMISSION ACTION

- a. COMMITTEE APPOINTMENTS – No staff report is attached. At its May 5, 2015 meeting, the Glendale City Council appointed Zareh Sinanyan as a Burbank-Glendale-Pasadena Airport Authority Commissioner to fill the seat formerly held by Dave Weaver. As of the preparation of this agenda, the Pasadena City Council has not acted to fill the Commission seat formerly held by Jacque Robinson. Currently, there are two vacancies on the Commission's Operations and Development Committee. This item is included in the agenda to provide the Commission President the opportunity to appoint Commissioner Sinanyan to one of the Commission's standing committees. Additionally, if desired, the Commission President may prospectively appoint the new Pasadena Commissioner to a standing committee in order to avoid a potential delay in such person's ability to participate in committee meetings.

7. ITEMS FOR COMMISSION APPROVAL

- a. AWARD OF CONTRACT PROJECT NUMBER E14-26 HANGAR 2 RAMP PAVING – A staff report is attached. Staff seeks Commission approval to award a construction contract in the amount of \$124,630 to E.C. Construction. Also, Staff seeks approval of an approximate 10% aggregate contingency in the amount of \$12,400 to permit Staff to authorize any necessary changes in the scope of the project. This item is being brought directly to the Commission to expedite the award of the construction contract.

8. ITEMS FOR COMMISSION DISCUSSION

- a. DELIVERY/ACCEPTANCE OF NEW AIRCRAFT RESCUE AND FIREFIGHTING ("ARFF") VEHICLE – No staff report is attached. Chief Scanlon will report on the delivery and acceptance of the new ARFF crash vehicle which began service at the Airport on Friday, May 22. This vehicle replaces the 1991 Oshkosh unit. The Authority's current inventory of crash response vehicles now stands as follows: 2004 Oshkosh, 2007 Rosenbauer, 2011 Rosenbauer, and the newly accepted 2014 Rosenbauer.

9. ITEMS FOR COMMISSION INFORMATION

- a. AIRLINE SCHEDULE ANALYSIS – A staff report is attached. Staff will review with the Commission changes in service, fleet mix and scheduled operating times from four airlines serving the Bob Hope Airport.
- b. APRIL 2015 PASSENGER/CARGO STATISTICS AND PARKING INFORMATION – The passenger count of 333,406 in April was up 2.3% from 325,839 in April of last year. The year-to-date total of 1,252,543 is 2.1% above the same period last year. Total airline seats offered in April numbered 442,752, which is down 1.8% from 450,632 in 2014. However, load factor increased from 72.3% to 75.3%. Cargo was down 0.8% for the month, and is up 3.6% year-to-date. Airline operations decreased

1.5% in April, while air taxi operations rose 7.9% and general aviation operations were up 21%. Total combined operations are up 4.7% year-to-date. A complete report is included in the agenda packet.