



June 2, 2017

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 5, 2017, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 Hollywood Way, Burbank, California 91505.

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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Regular Meeting of Monday, June 5, 2017

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 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 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.*

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. CONSENT CALENDAR
  - a. Committee Minutes  
(For Note and File)
    - 1) Operations and Development Committee
      - (i) May 1, 2017

**[See page 1]**

- 2) Finance and Administration Committee
  - (i) May 1, 2017 **[See page 4]**
- 3) Legal, Government and Environmental Affairs Committee
  - (i) May 1, 2017 **[See page 7]**
- b. Commission Minutes  
(For Approval)
  - 1) May 15, 2017 **[See page 10]**
- c. Treasurer's Report
  - 1) March 2017 Treasurer's Report **[See page 18]**
- 6. ITEMS FOR INFORMATION
  - a. Airline Schedule Analysis **[See page 43]**
  - b. April 2017 Passenger/Cargo Statistics  
and Parking Information **[See page 46]**
- 7. CLOSED SESSION
  - a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(California Government Code Section 54957(b))  
  
Title: Executive Director
- 8. ADJOURNMENT

COMMISSION NEWSLETTER  
June 5, 2017

*[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 April 3, 2017, Operations and Development Committee and the April 11 and 17, 2017, Finance and Administration Committee meetings are included in the agenda packet for information purposes.
- b. COMMISSION MINUTES – Draft minutes of the May 1, 2017, meeting are attached for Commission's review and approval.
- c. TREASURER'S REPORT – The Treasurer's Report for March 2017 is included in the agenda packet. At the May 15, 2017, Finance and Administration Committee meeting, the Committee voted (2–0, one absent) to recommend that the Commission note and file the report.

6. ITEMS FOR INFORMATION

- a. AIRLINE SCHEDULE ANALYSIS – A staff report is included in the agenda packet. Staff has received notice of changes in service, fleet mix, and scheduled operating times from two airlines serving Hollywood Burbank Airport. These changes are detailed in the Staff Report and accompanying Schedule Change Analysis.
- b. APRIL 2017 PASSENGER/CARGO STATISTICS INFORMATION: The April 2017 passenger count of 392,088 was up 18.28% compared to last year's 331,499. The calendar year-to-date total for the first four months is up 11.05% at 1,405,106 compared to 1,265,293 through April 2016. During the month air carrier aircraft operations increased by 9.72%, however, year to date, is only up 2.98%. Cargo volume declined, reporting a 4.42% decrease to 8.4 million pounds for the month. However, year-to-date, the total of 36.0 million pounds is up 6.75% over last year. A complete report is included in the agenda packet.