



February 12, 2010

CALL AND NOTICE OF A SPECIAL MEETING
OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTICE is hereby given that a special meeting of the Burbank-Glendale-Pasadena Airport Authority will be held Tuesday, February 16, 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



SPECIAL COMMISSION MEETING

AGENDA

FEBRUARY 16, 2010

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
Special Meeting of Tuesday, February 16, 2010
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. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENT
4. CONSENT CALENDAR
 - a. Committee Reports (For Note and File)
 - 1) Operations and Development Committee
 - (i) January 8, 2010
 - (ii) January 19, 2010

[See page 1]

[See page 6]

- 2) Finance and Administration Committee
 - (i) January 8, 2010 *[See page 8]*
 - (ii) January 19, 2010 *[See page 11]*
- 3) Legal, Government and Environmental Affairs Committee
 - (i) January 6, 2010 *[See page 15]*
 - (ii) January 20, 2010 *[See page 17]*
- b. Commission Minutes (For Approval)
 - 1) January 29, 2010 *[See page 21]*
 - 2) February 1, 2010 *[See page 24]*
 - 3) February 8, 2010 *[See page 33]*
- c. December 2009 Treasurer's Report *[See Page 36]*
- 5. ITEMS FOR COMMISSION APPROVAL
 - a. Award of Professional Services Agreement
Leo Klabbers, Inc. *[See page 55]*
 - b. Regional Intermodal Transportation Center
Environmental Determinations, Entitlement Applications,
Solicitations for Design Services and Program Management, and
Amendments to Purchase Orders *[See page 68]*
- 6. ITEMS FOR COMMISSION INFORMATION
 - a. Airline Schedule Analysis *[See page 77]*
 - b. December 2009 Passenger Statistics and
Estimated January 2010 Parking Revenue *[See page 83]*
- 7. CLOSED SESSION
 - a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(California Government Code Section 54956.9(a))
 - 1) Name of Case: In the Matter of the Application Between Burbank-Glendale-Pasadena Airport Authority, Request for Variance, Before the Department of Transportation, Division of Aeronautics
 - 2) Name of Case: Orr v. Burbank-Glendale-Pasadena Airport Authority et al.
(Case No. EC047664)

b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

- 1) Initiation of Litigation (California Government Code Section 54956.9(c)): eight potential cases. One case: Los Angeles World Airports Van Nuys Noisier Aircraft Phaseout Project. One case: Keswick Street Vacation. One case: Securitech contract. One case: Delta Fire contract.
- 2) Significant Exposure to Litigation (California Government Code Section 54956.9(b)): five potential cases. Facts and Circumstances: Notice of Violation from South Coast Air Quality Management District (No. P 54104); Stephanian Claim; La Barre Claim; Honeywell Monitoring Well Request; Environmental Protection Agency Second Interim Record of Decision for North Hollywood Operable Unit

c. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(California Government Code Section 54956.8)

- 1) Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Parties: Alamo Rent-A-Car; Avis Rent A Car; Budget Rent A Car; Enterprise Rent-A-Car; Hertz Rent-A-Car; and National Car Rental
Under Negotiation: Price and Terms of Payment
- 2) Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Parties: Federal Express
Under Negotiation: Price and Terms of Payment
- 3) Property: B-6 Property
Authority Negotiator: Executive Director
Negotiating Parties: City of Burbank; City of Glendale; State of California
Under Negotiation: Price and Terms of Payment
- 4) Property: APN Number 2466-016-801
Authority Negotiator: Executive Director
Negotiating Parties: Union Pacific
Under Negotiation: Price and Terms of Payment
- 5) Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Parties: Legacy Aviation, LLC
Under Negotiation: Price and Terms of Payment

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

- 1) 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

f. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
(California Government Code Section 54957)

8. ADJOURNMENT

COMMISSION NEWSLETTER

February 16, 2010

[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: January 8, 2010, and January 19, 2010, Operations and Development Committee; January 8, 2010, and January 19, 2010, Finance and Administration Committee; and January 6, 2010, and January 20, 2010, Legal, Government and Environmental Affairs Committee.
- b. COMMISSION MINUTES – JANUARY 29, 2010, FEBRUARY 1, 2010, AND FEBRUARY 8, 2010 – The draft minutes of these meetings are attached for Commission review and approval.
- c. DECEMBER 2009 TREASURER'S REPORT – The Treasurer's Report for December 2009 is included in the agenda packet. The Finance and Administration Committee reviewed the Treasurer's Report at its February 2, 2010, meeting and recommended that it be noted and filed by the Commission.

5. ITEMS FOR COMMISSION APPROVAL

- a. AWARD OF PROFESSIONAL SERVICES AGREEMENT, LEO KLABBERS, INC. – This item is included in the full Commission's agenda subject to consideration and recommendation by the Operations and Development Committee at its February 16, 2010, meeting immediately prior to the full Commission meeting. Staff is recommending to the Operations and Development Committee that it recommend to the full Authority approval of a Professional Services Agreement ("PSA") with Leo Klabbers, Inc. ("Leo") to provide up to 1,000 hours per year of engineering consulting service to the Authority at an hourly rate of \$95 per hour. Leo is retiring as the Airport Director of Engineering and Planning effective March 1, 2010, and has agreed to provide part-time engineering services to assist in the transition until such time as the Authority can find a replacement for this position.
- b. REGIONAL INTERMODAL TRANSPORTATION CENTER, SOLICITATIONS FOR DESIGN SERVICES AND PROGRAM MANAGEMENT, AND AMENDMENTS TO PURCHASE ORDERS – Staff seeks the full Authority's approval of the initiation of a number of environmental review and entitlement and related planning and design actions associated with the development of a Regional Intermodal Transportation Center ("RITC") at the Bob Hope Airport ("Airport"). These actions include:

- Adoption of a Final Initial Study and Mitigated Negative Declaration (“Final IS/MND”);
- Authorization to seek City of Burbank entitlement of the project;
- Authorization to request the City of Burbank to contribute its federal grant funding to the project instead of to a non-intermodal transportation station at the M. David Paul site;
- Approval to initiate a Request for Qualifications (“RFQ”) competitive process to select a future Design Team to prepare the construction bid documents for the project;
- Approval to initiate an RFQ competitive process to select a Program Manager for the project; and development of the RITC concept, including the development of a Design Guidelines Manual that would be used by the future Design Team to prepare the construction documents for the project, and authorization for the Executive Director to amend existing purchase orders with the RITC Technical Services Team; and
- Approval to reimburse the City of Burbank for its expenses in performing a preliminary Building Code peer/plan check review of the RITC concept.

At the February 4, 2010, meeting of the Operations and Development Committee, the Committee voted unanimously (3–0) to recommend to the full Authority approval of the initiation of the environmental review, entitlement and related planning and design actions for the RITC project.

6. ITEMS FOR COMMISSION INFORMATION

- a. AIRLINE SCHEDULE ANALYSIS – This is a carry-over item from the Airport Authority’s February 1, 2010, agenda. Included in the agenda packet for noting and filing is a schedule analysis reflecting equipment and operation changes for several airlines and the effect of the changes in the 65 db CNEL impact area.
- b. DECEMBER 2009 PASSENGER STATISTICS AND ESTIMATED JANUARY 2010 PARKING REVENUE – This is a carry-over item from the February 1, 2010, Airport Authority agenda. There were 384,492 passengers in December 2009, down 1.8% from last December’s 391,562. The number of aircraft passenger seats offered by the airlines in December declined 6.2%, but the load factor increased from 64.8% to 67.8%. The passenger count for all of calendar year 2009 totaled 4,588,433, down 13.9% from the 2008 total of 5,331,404, and down 22.5% from the Bob Hope Airport all-time record passenger volume of 5,921,336 passengers in 2007. Cargo volume increased 3.5% for the year, totaling 88,784,104 pounds. Airline operations for the year declined 7.3%, from 70,682 to 65,502, and overall aircraft operations decreased from 119,685 in 2008 to 109,420 in 2009, a decline of 8.6%. A report is included in the agenda packet.