



July 16, 2010

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

The regular meeting of the Burbank-Glendale-Pasadena Airport Authority scheduled for Monday, July 19, 2010, at 9:00 a.m. in the Airport Skyroom has been cancelled.

NOTICE is hereby given that a special meeting of the Burbank-Glendale-Pasadena Airport Authority will be held Monday, July 19, 2010, at 9:30 a.m., in the Airport Skyroom of the Bob Hope Airport, 2627 Hollywood Way, Burbank, California, 91505.

The items to be discussed are on the attached agenda.

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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
Special Meeting of Monday, July 19, 2010
9:30 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) June 21, 2010 **[See page 1]**
 - 2) Finance and Administration Committee
 - (i) June 21, 2010 **[See page 6]**

- b. Commission Minutes (For Approval)
 - 1) July 6, 2010 *[See page 8]*
- c. May 2010 Treasurer's Report *[See page 19]*
- d. Addition of CFC Audit to External Audit Services Agreement *[See page 38]*
- 5. ITEMS FOR COMMISSION ACTION
 - a. Appointment of Ad Hoc Committee for Evaluation of Executive Director and Senior Deputy Executive Director *[No Staff Report]*
- 6. ITEMS FOR COMMISSION APPROVAL
 - a. Noise & Flight Track Monitoring System Replacement *[See page 40]*
 - b. Award of Shuttle Re-Powering Agreement for Bus Conversion to CNG *[See page 58]*
 - c. Proposed Memorandum of Understanding Between The Airport Authority and Los Angeles County Metropolitan Transit Authority for Administration of Intermodal Access Grant *[See page 60]*
- 7. ITEMS FOR COMMISSION INFORMATION
 - a. Airline Schedule Analysis *[See page 79]*
- 8. CLOSED SESSION
 - a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (California Government Code Section 54956.9(a))
 - 1) Name of Case: Orr v. Burbank-Glendale-Pasadena Airport Authority et al. (Case No. EC047664)
 - 2) Name of Case: La Barre, Allstate Insurance Co. v. Burbank-Glendale-Pasadena Airport Authority et al. (Case No. EC052254)
 - 3) Name of Case: Burbank-Glendale-Pasadena Airport Authority v. Lockheed Martin Corporation (Case No. CV012392)
 - b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
 - 1) Initiation of Litigation (California Government Code Section 54956.9(c)): five potential cases. One case: Keswick Street Vacation. One case: Delta Fire contract.
 - 2) Significant Exposure to Litigation (California Government Code Section 54956.9(b)): three potential cases. Facts and Circumstances: Stephanian Claim; 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
- 6) Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Parties: Ameriflight LLC
Under Negotiation: Price and Terms of Payment
- 7) Property: Hollyona Property
Authority Negotiator: Executive Director
Negotiating Parties: City of Burbank
Under Negotiation: Price and Terms of Payment
- 8) Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Parties: U. S. Department of Justice, General Services Administration
Under Negotiation: Price and Terms of Payment

- 9) Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Parties: Million Air Burbank 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. CONFERENCE WITH LABOR NEGOTIATORS
(California Government Code Section 54957.6)

- 1) Authority Representative: Assistant General Counsel
Unrepresented Employees: Executive Director; Senior Deputy Executive Director

- 9. ADJOURNMENT

COMMISSION NEWSLETTER

July 19, 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: June 21, 2010, Operations and Development Committee; and June 21, 2010, Finance and Administration Committee.
- b. COMMISSION MINUTES – JULY 6, 2010 – The draft minutes of this meeting are attached for Commission review and approval.
- c. MAY 2010 TREASURER'S REPORT – The Treasurer's Report for May 2010 is included in the agenda packet. The Finance and Administration Committee reviewed the Treasurer's Report at its July 6, 2010, meeting and recommended that it be noted and filed by the Commission.
- d. ADDITION OF CFC AUDIT TO EXTERNAL AUDIT SERVICES AGREEMENT – A staff report is included in the agenda packet. At the July 6, 2010, Finance and Administration Committee meeting, the Committee unanimously approved (3–0) Staff's recommendation to recommend to the Authority that the annual audit of the Customer Facility Charge (CFC) program be added to the Authority's External Audit Services Agreement for External Auditing Services with Macias Gini & O'Connell LLP (MGO) at a not-to-exceed cost of \$4,948 for FY 2010 and \$4,948 plus an adjustment for Consumer Price Index (CPI) changes for FY 2011. The addition of the CFC program audit will bring total not-to-exceed costs for FY 2010 audits to \$95,167.

5. ITEMS FOR COMMISSION ACTION

- a. APPOINTMENT OF AD HOC COMMITTEE FOR EVALUATION OF EXECUTIVE DIRECTOR AND SENIOR DEPUTY EXECUTIVE DIRECTOR – No staff report is attached. This agenda item has been carried over from the July 6, 2010, Authority meeting. Authority Counsel will be present to clarify appointments to the Authority's ad hoc committees.

This item gives the Commission an opportunity to approve the creation of, and for the President to appoint, an ad hoc advisory committee to conduct the annual performance and compensation reviews of the Executive Director and Senior Deputy Executive Director. The ad hoc committee would not have final decision-making authority but instead would develop a recommendation that would be presented to the Commission for adoption and implementation. This is the same process followed by the Commission last year when it established a three-member ad hoc committee

(one Commissioner from each member jurisdiction) to conduct the 2009/2010 performance and compensation reviews of the Executive Director and Senior Deputy Executive Director.

6. ITEMS FOR COMMISSION APPROVAL

- a. **NOISE & FLIGHT TRACK MONITORING SYSTEM REPLACEMENT** – A staff report is included in the agenda packet. At its July 7, 2010, meeting the Legal, Government and Environmental Affairs Committee concurred (2–0, 1 absent) with Staff's recommendation to recommend to the Authority that it (i) enter into an agreement for the acquisition and installation of an upgraded, replacement Noise & Flight Track Monitoring System from Lochard Corporation (Lochard) in the amount of \$737,070; (ii) enter into a separate five-year contract for extended warranty and maintenance service with Lochard, the first year cost of which will be \$91,814; and (iii) approve an approximate 10% contingency in the amount of \$75,000 be created to authorize Staff to pay any required easement related fees, communication line upgrades, limited contract project management services and field changes as required.
- b. **AWARD OF SHUTTLE RE-POWERING AGREEMENT FOR BUS CONVERSION TO CNG** – A staff report is included in the agenda packet. At the July 7, 2010, meeting of the Legal, Government and Environmental Affairs Committee, the Committee voted 2–0 (1 absent) to approve Staff's recommendation that it recommend to the Authority that it award a Shuttle Re-Powering Agreement to AFV Fleet Service in the amount of \$153,388.54 to convert one of the Authority's shuttles from diesel engine power to Compressed Natural Gas (CNG) for use in a test program. Staff also seeks authorization for an approximate 10% contingency (\$15,000) for any required changes that may arise.
- c. **PROPOSED MEMORANDUM OF UNDERSTANDING BETWEEN THE AIRPORT AUTHORITY AND LOS ANGELES COUNTY METROPOLITAN TRANSIT AUTHORITY FOR ADMINISTRATION OF INTERMODAL ACCESS GRANT** – A staff report is included in the agenda packet. Staff seeks approval from the Authority to (i) authorize the Executive Director to execute the attached Memorandum of Understanding between the Authority and the Los Angeles County Metropolitan Transportation Authority (LACMTA) that would authorize LACMTA to provide administration services in connection with the Authority's \$4,723,378 federal grant to study intermodal access to Bob Hope Airport; and (ii) authorize Staff to move forward with the preparation of a Passenger Facility Charge application for \$1,180,844 in required 20% sponsor match for this intermodal access grant.

At the July 7, 2010, meeting of the Legal, Government and Environmental Affairs Committee, the Committee agreed 2–0 (1 absent) to recommend that the Authority authorize the Executive Director to execute the Memorandum of Understanding between the Airport Authority and LACMTA.

7. ITEMS FOR COMMISSION INFORMATION

- a. **AIRLINE SCHEDULE ANALYSIS** – Included in the agenda packet for noting and filing is a schedule analysis reflecting an operation change for Alaska Airlines and the effect of the change in the 65 db CNEL impact area.

[Regarding non-agenda items]

NEWS RELEASE

July 8, 2010 (two news releases)

July 13, 2010