



July 2, 2010

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

The Airport Authority administrative offices will be closed on Monday, July 5, 2010, in observation of the Independence Day holiday. Therefore, the regular meeting of the Burbank-Glendale-Pasadena Airport Authority scheduled for Monday, July 5, 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 Tuesday, July 6, 2010, 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 on the attached agenda.

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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Special Meeting of Tuesday, July 6, 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.*

▼ ▼ ▼

*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 7, 2010 [See page 1]
    - 2) Finance and Administration Committee
      - (i) June 7, 2010 [See page 4]

- 3) Legal, Government and Environmental Affairs Committee
  - (i) June 9, 2010 *[See page 6]*
- b. Commission Minutes (For Approval)
  - 1) June 21, 2010 *[See page 8]*
- 5. ITEMS FOR COMMISSION ACTION
  - a. Election of Officers *[See Page 17]*
  - b. Committee Appointments *[No Staff Report]*
  - c. Appointment of Ad Hoc Committee for Evaluation of Executive Director and Senior Deputy Executive Director *[No Staff Report]*
- 6. ITEMS FOR COMMISSION APPROVAL
  - a. Award of Contract, Project Number E10-01 Terminal B Carpet Replacement *[See page 18]*
  - b. Award of Contract, Project Number E10-11 Residential Acoustical Treatment Program Module 11.10 *[See page 21]*
  - c. Twin Air Incorporated Helicopter Flight Instruction Operating Agreement *[See page 23]*
  - d. Modification of Airport Rules and Regulations *[See page 29]*
- 7. ITEMS FOR COMMISSION INFORMATION
  - a. Results of Bond Rating Agency Review *[No Staff Report]*
  - b. Airline Schedule Analysis *[See page 38]*
  - c. May 2010 Statistics and June 2010 Parking Revenue *[See page 40]*
- 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)): two 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 6, 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 7, 2010, Operations and Development Committee; June 7, 2010, Finance and Administration Committee; and June 9, 2010, Legal, Government and Environmental Affairs Committee.
- b. COMMISSION MINUTES – JUNE 21, 2010 – The draft minutes of this meeting are attached for Commission review and approval.

### 5. ITEMS FOR COMMISSION ACTION

- a. ELECTION OF OFFICERS – A staff report is included in the agenda packet. The Authority's enabling joint powers agreement requires the Commission to elect or re-elect a President, a Vice President and a Secretary at the first meeting in July every year. The joint powers agreement allows the Commission to elect an Assistant Secretary, and requires the Commission to appoint a Treasurer and Auditor, but those officers do not have to be selected at any particular time of year. Traditionally, the Commission also has chosen an Assistant Secretary, Treasurer and Auditor at the first July meeting.
- b. COMMITTEE APPOINTMENTS – This item is included in the agenda to provide the Commission President the opportunity to make any standing committee appointments that he might wish to make.
- c. APPOINTMENT OF AD HOC COMMITTEE FOR EVALUATION OF EXECUTIVE DIRECTOR AND SENIOR DEPUTY EXECUTIVE DIRECTOR – No staff report is attached. This agenda 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 performance and compensation reviews of the Executive Director and Senior Deputy Executive Director.

## 6. ITEMS FOR COMMISSION APPROVAL

- a. AWARD OF CONTRACT, PROJECT NUMBER E10-01, TERMINAL B CARPET REPLACEMENT – A staff report is included in the agenda packet. Staff seeks approval from the Authority to award a construction contract to replace the carpet in Terminal B. At its June 21, 2010, meeting the Operations and Development Committee voted unanimously (3–0) to recommend to the Authority that it award a construction contract in the amount of \$215,825 to Floor Covering Unlimited, Inc. to replace the carpet in Terminal B plus authorize an approximate 10% contingency in the amount of \$21,500 to permit Staff to authorize any necessary changes in the scope of the project.
- b. AWARD OF CONTRACT, PROJECT NUMBER E10-11, RESIDENTIAL ACOUSTICAL TREATMENT PROGRAM MODULE 11.10 – A staff report is included in the agenda packet. Module 11.10 acoustically treats 31 single-family residences. Ten residences are located in Burbank, six are located in North Hollywood and 15 are located in Sun Valley. At the June 23, 2010, Legal, Government and Environmental Affairs Committee meeting, the Committee voted 2–0 (1 absent) to recommend to the Authority that it award the contract for RATP Module 11.10 to NSA Construction, Inc. in the amount of \$793,000 plus authorize an approximate 5% contingency, not to exceed \$39,600, to permit Staff to approve any changes in scope that should arise during the course of construction.
- c. TWIN AIR INCORPORATED, HELICOPTER FLIGHT INSTRUCTION OPERATING AGREEMENT – This item has been placed on the Authority's agenda subject to review and recommendation by the Operations and Development Committee at its July 6, 2010, meeting immediately prior to the Authority meeting. A staff report is included in the agenda packet. Staff seeks Commission approval of a month-to-month Helicopter Flight Instruction Operating Agreement with Twin Air Incorporated (Twin Air) in accordance with staff findings indicated in the staff report. Twin Air, based out of Camarillo, California, provides varying services such as sightseeing tours, VIP charters, aerial production and photography, and turbine transition training with single and twin engine helicopters.
- d. MODIFICATION OF AIRPORT RULES AND REGULATIONS – A staff report is included in the agenda packet. This item has been placed on the Authority's agenda subject to review and recommendation by the Operations and Development Committee at its July 6, 2010, meeting immediately prior to the Authority meeting. Staff seeks an Operations and Development Committee recommendation to the Commission approving Resolution 435 to modify the current administrative fine program for penalizing security-related violations by Bob Hope Airport (Airport) tenants, concessionaires, contractors and consultants as indicated in the staff report.

## 7. ITEMS FOR COMMISSION INFORMATION

- a. RESULTS OF BOND RATING AGENCY REVIEW – No staff report is attached. Staff will brief the Commission on the ratings assigned to its 2005 bond issue by the Rating Agencies.

- b. AIRLINE SCHEDULE ANALYSIS – Included in the agenda packet for noting and filing is a schedule analysis reflecting an operation change for Delta and the effect of the change in the 65 db CNEL impact area.
- c. MAY 2010 STATISTICS AND JUNE 2010 PARKING REVENUE – No staff report is attached. The passenger count of 383,481 in May was down 2.2% from May of last year. The year-to-date total of 1,806,696 is 3.4% below the same period last year. Total airline seats offered in April numbered 562,830, which is down 4.1% from 587,020 in 2009. A report is included at the end of the agenda packet.

Staff will also brief the Commission on the figures for June 2010 parking revenue.

*[Regarding non-agenda items]*

## NEWS RELEASE

June 23, 2010