



September 3, 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, September 6, 2010, in observance of the Labor Day holiday. Therefore, the regular meeting of the Burbank-Glendale-Pasadena Airport Authority scheduled for Monday, September 6, 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, September 7, 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, September 7, 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. PRESENTATIONS
 - a. Airport Authority Life Saving Ribbon
5. CONSENT CALENDAR
 - a. Committee Reports (For Note and File)
 - 1) Operations and Development Committee
 - (i) August 2, 2010

[No Staff Report]

[See page 1]

- 2) Finance and Administration Committee
 - (i) August 2, 2010 ***[See page 5]***
 - b. Commission Minutes (For Approval)
 - 1) August 11, 2010 ***[See page 7]***
 - 2) August 16, 2010 ***[See page 12]***
 - c. Resolution No. 437 Approving Development Agreement Amendments for the Bob Hope Airport Regional Intermodal Transportation Center Project; Acceptance of City of Burbank Conditions of Approval for Project ***[See page 20]***
6. ITEMS FOR COMMISSION APPROVAL
- a. Authorization of Anil Verma Associates Work Order #2 (RITC Design Services for Package G) ***[See page 22]***
 - b. Award of Contract, Project Number E10-19 Power Upgrades ***[See page 26]***
 - c. First Amendment to Non-Exclusive License Agreement Covering Into-Plane Fueling and Ramp Services at Bob Hope Airport, Servisair and Shell Fuel Services LLC (An Aviation Fueling Joint Venture) ***[See page 28]***
7. ITEMS FOR COMMISSION DISCUSSION
- a. Airport Outreach – Discussion of a Comprehensive Approach ***[See page 33]***
8. ITEMS FOR COMMISSION INFORMATION
- a. Airline Schedule Analysis ***[See page 38]***
 - b. July 2010 Statistics and August 2010 Parking Revenue ***[See page 40]***
9. 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)

- 4) Madriff Corporation, dba Delta Fire Protection & Equipment v. Burbank-Glendale-Pasadena Airport Authority et al. (Case No. BC443540)

b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

- 1) 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
- 10) Property: Bob Hope Airport Leaseholds
 Authority Negotiator: Executive Director
 Negotiating Parties: Bob Hope Legacy
 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

10. ADJOURNMENT

COMMISSION NEWSLETTER

September 7, 2010

[Regarding agenda items]

4. PRESENTATIONS

- a. AIRPORT AUTHORITY LIFE SAVING RIBBON – Chief of Police Ed Skvarna will present the Airport Authority Life Saving Ribbon to Police Officer Ed Riojas for his response to a recent life-threatening emergency.

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 REPORTS – Approved minutes of the following committee meetings are included in the agenda packet for information: August 2, 2010, Operations and Development Committee; and August 2, 2010, Finance and Administration Committee.
- b. COMMISSION MINUTES – AUGUST 11, 2010, AND AUGUST 16, 2010 – The draft minutes of these meetings are attached for Commission review and approval.
- c. RESOLUTION NO. 437 APPROVING DEVELOPMENT AGREEMENT AMENDMENTS FOR THE BOB HOPE AIRPORT REGIONAL INTERMODAL TRANSPORTATION CENTER PROJECT; ACCEPTANCE OF CITY OF BURBANK CONDITIONS OF APPROVAL FOR PROJECT – On August 11, 2010, the Commission adopted Resolution No. 436 approving a First Amendment and Second Amendment to the Development Agreement between the City and the Authority, and accepting the City's conditions of approval for the Regional Intermodal Transportation Center (RITC) project, subject to City of Burbank (City) approval of such amendments. On August 24, 2010, the Burbank City Council completed the discretionary actions necessary for City entitlement of the RITC project. However, as approved by the Burbank City Council, the First Amendment to the Development Agreement includes a new Section 3.8(i) that was negotiated by Staff and legal counsel for the City and the Authority after the Commission adopted Resolution No. 436. The new Section 3.8(i) addresses a situation in which the Authority closes or relocates the rental car ready-return lot adjacent to the terminal. It requires the Authority to use that parcel, during the term of the Development Agreement, to maintain and operate a standard runway safety area for Runway 15-33 and a ground access center in the manner and location identified in section 2.2.7 of the Mitigated Negative Declaration adopted for the RITC project in February 2010. This item seeks Commission adoption of Resolution No. 437 approving a First Amendment and Second Amendment to the Development Agreement, with the new Section 3.8(i) included in the First Amendment, and accepting the City's conditions of approval for the RITC project.

6. ITEMS FOR COMMISSION APPROVAL

- a. AUTHORIZATION OF ANIL VERMA ASSOCIATES WORK ORDER #2 (RITC DESIGN SERVICES FOR PACKAGE G) – A staff report is included in the agenda packet. This item has been placed on the Authority’s agenda in anticipation of the Operations and Development Committee’s review and recommendation at its September 7, 2010, meeting immediately prior to the Authority meeting. At its July 28, 2010, meeting the Commission awarded a Design Services Agreement to Anil Verma Associates, Inc. (Anil Verma) to provide design services for the construction of the Bob Hope Airport Regional Intermodal Transportation Center (RITC) and associated facility development. On August 11, 2010, the Commission authorized the Executive Director to execute Work Order #1 for Anil Verma, in two phases subject to City of Burbank (City) approval of the necessary RITC entitlements. On August 24, 2010, the Burbank City Council completed the discretionary actions necessary for City entitlement of the RITC project. Staff seeks the Authority’s authorization for the Executive Director to execute Work Order #2 (attached as Exhibit 1) for Anil Verma. This Work Order is a lump-sum amount of \$35,957 for conceptual design services for Design Package G (attached as Exhibit 2), intended to allow the Authority to begin pursuing federal funding for the bridge over Empire Avenue component of the project.
- b. AWARD OF CONTRACT, PROJECT NUMBER E10-19, POWER UPGRADES – A staff report is included in the agenda packet. At the August 16, 2010, meeting of the Operations and Development Committee, the Committee voted unanimously (3–0) to recommend to the Authority that it (1) award a construction contract in the amount of \$167,000 to Floyd Auten Electric, Inc., to replace 22 obsolete 480-volt electrical power distribution panels in the terminal buildings and (2) approve an approximate 10% contingency in the amount of \$16,700 to permit Staff to authorize any necessary changes in the scope of the project.
- c. FIRST AMENDMENT TO NON-EXCLUSIVE LICENSE AGREEMENT COVERING INTO-PLANE FUELING AND RAMP SERVICES AT BOB HOPE AIRPORT, SERVISAIR AND SHELL FUEL SERVICES LLC (AN AVIATION FUELING JOINT VENTURE) – A staff report is included in the agenda packet. This item has been placed on the Burbank-Glendale-Pasadena Airport Authority (Authority) agenda subject to review and recommendation by the Operations and Development Committee at its September 7, 2010, meeting immediately prior to the Authority meeting. Staff seeks Commission approval of a five-year extension to the Non-Exclusive License Agreement (Agreement) covering into-plane fueling and ramp service equipment at Bob Hope Airport (Airport) with Servisair and Shell Fuel Services LLC (Servisair). Staff also seeks Commission approval to authorize a change in name from Servisair and Shell Fuel Services, LLC to Servisair Fuel Services LLC, which will remain the same entity.

7. ITEMS FOR COMMISSION DISCUSSION

- a. AIRPORT OUTREACH – DISCUSSION OF A COMPREHENSIVE APPROACH – A staff report is included in the agenda packet. The Authority is now at a point in its history where it is timely and appropriate to implement a comprehensive, well-structured public outreach effort that will help build consensus with its diverse stakeholders and will lead the way to a common vision for the future of the Airport.

In the next several years, the Authority must strive to accomplish its strategic goals in a manner that is financially feasible and acceptable to all stakeholders. Staff recommends that the Authority position itself to undertake numerous strategic communication efforts, conducted in concert with each other, using the services of communications advisors that can demonstrate expertise and results with other clients having similar needs. At its May 3, 2010, meeting the Operations and Development Committee concurred (3-0) with Staff's recommendation that the Committee recommend to the full Commission that it authorize Staff to circulate a Request for Proposals from qualified public relations firms in support of a comprehensive public outreach campaign.

8. ITEMS FOR COMMISSION INFORMATION

- a. AIRLINE SCHEDULE ANALYSIS – A staff report is included in the agenda packet. Included in the agenda packet for noting and filing is a schedule analysis reflecting an operation change for JetBlue and the effect of the change in the 65 db CNEL impact area.
- b. JULY 2010 STATISTICS AND AUGUST 2010 PARKING REVENUE – The July passenger count of 384,647 was down 3.8% from July 2009 and the year-to-date total of 2,583,395 is down 3.3%. The number of airline seats in July declined from 601,746 in 2009 to 567,168, a drop of 5.8%. Cargo activity was up 1.7% for the month, and year-to-date cargo volume is running ahead 10.3% over 2009. A complete report is included in the agenda packet.

Staff will also brief the Commission on the August 2010 parking revenue.

[Regarding non-agenda items]

NEWS RELEASES

August 25, 2010 – City of Burbank Approves Development Application for RITC

TRAVEL EXPENSE REPORTS SUMMARY

For Period January 1, 2010, through June 30, 2010