



September 3, 2010

REGULAR MEETING CANCELLATION
AND
CALL AND NOTICE OF A SPECIAL MEETING
OF THE
OPERATIONS AND DEVELOPMENT COMMITTEE
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 Operations and Development Committee scheduled for Monday, September 6, 2010, at 8:30 a.m., in the Airport Skyroom of the Bob Hope Airport has been cancelled.

NOTICE is hereby given that a special meeting of the Operations and Development Committee will be held Tuesday, September 7, 2010, at 8:30 a.m. in the Airport Skyroom of the Bob Hope Airport, 2627 Hollywood Way, Burbank, CA 91505.

The items to be discussed are listed on the attached agenda.

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

SPECIAL MEETING
OF THE
OPERATIONS AND DEVELOPMENT COMMITTEE

Airport Skyroom
Tuesday, September 7, 2010
8:30 A.M.

NOTE TO THE PUBLIC: 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.

AGENDA

1. Public Comment
2. Approval of Minutes
 - a. August 16, 2010 [See page 1]
3. Contracts and Leases
 - a. Authorization of Anil Verma Associates Work Order #2 (RITC Design Services for Package G)
 - Staff Report Attached [See page 4]

Staff seeks a Committee recommendation to the Authority that it authorize the Executive Director to execute Work Order #2 (attached as Exhibit 1) for the Design Services Agreement awarded to Anil Verma Associates, Inc. (Anil Verma). This Work Order is in a lump-sum amount of \$35,957 for conceptual design services for Design Package G (attached as Exhibit 2) and would allow the Authority to pursue additional federal funding for the proposed bridge over Empire Avenue. In anticipation of the Committee's review and recommendation, this item has been placed on the Authority's agenda for its September 7, 2010, meeting immediately following the Committee meeting.

- b. Servisair and Shell Fuel Services LLC
(An Aviation Fueling Joint Venture)

- Staff Report Attached

[See Page 8]

Staff seeks an Operations and Development Committee (Committee) recommendation to the Airport Authority for approval of a five-year extension to the Non-Exclusive License Agreement covering into-plane fueling and ramp service equipment at Bob Hope Airport with Servisair and Shell Fuel Services LLC (Servisair). Staff also seeks a Committee recommendation to the Authority to authorize a change in name from Servisair and Shell Fuel Services, LLC to Servisair Fuel Services LLC, which will remain the same entity. In anticipation of the Committee's consideration and recommendation, this item has been included on the Authority's agenda for its September 7, 2010, meeting immediately following the Committee meeting.

4. Items for Information

- a. Blade Server Update

No staff report is attached. On December 7, 2009, the Authority approved Project No. IT09-08 Blade Server/SAN to replace and upgrade certain Airport computer network equipment and software to ensure that the operating systems currently in operation will remain reliable and functionally compatible with current and future anticipated Authority needs. Staff will brief the Committee on the status of the project and the associated migration of all servers to the Microsoft 2008 File servers and Exchange 2010 email services.

- b. Wildlife Hazard Assessment RFP

No staff report is attached. Staff will update the Committee on a proposed timeline and RFP process to pursue an Environmental Consulting firm to conduct a wildlife hazard assessment study to determine if a Wildlife Hazard Management Plan is required per Federal Aviation Regulation (FAR) Part 139.337.

- c. July 2010 Statistics and
August 2010 Parking Revenue

No staff report is attached. Staff will discuss the July 2010 passenger statistics and the August 2010 parking revenue with the Committee.

5. Other Contracts and Leases and Capital Projects

6. 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

7. Adjournment