



March 29, 2013

CALL AND NOTICE OF A REGULAR MEETING  
OF THE OPERATIONS AND DEVELOPMENT COMMITTEE  
OF THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTICE is hereby given that a regular meeting of the Operations and Development Committee will be held Monday, April 1, 2013, at 8:30 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.

A handwritten signature in blue ink that reads "Sue Loyd".

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

REGULAR MEETING  
OF THE  
OPERATIONS AND DEVELOPMENT COMMITTEE

Airport Skyroom  
Monday, April 1, 2013  
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.***

A G E N D A

1. Public Comment
2. Approval of Minutes
  - a. March 18, 2013 **[See page 1]**
3. Contracts and Leases
  - a. Award of Purchase Order  
Autocad, Graphic Display and  
Airport Planning Services
    - Staff Report Attached **[See page 4]**

***Staff seeks a recommendation by the Operations and Development Committee to the Commission to authorize Staff to renew an existing purchase order to Azrial, LTD, a sole proprietor firm that has provided time and material computer-aided drafting services to the airport Engineering Department for more than 20 years. This revised purchase order would continue to be on a time and materials basis at an hourly rate of \$78 per hour, not to exceed 2,000 hours annually, for a five-year period. An annual allowance of \$5,000 for miscellaneous out-of-pocket expenses such as paper, ink and reproduction costs, and a \$2 per hour amount added for the cost of Professional Liability Insurance would also be included in the purchase order.***

4. Items for Information

a. February 2013 Passenger and Parking Statistics

***No staff report is attached. Staff will discuss the February 2013 passenger and parking revenue statistics with the Committee.***

5. Other Contracts and Leases and Capital Projects

6. Closed Session

a. Conference with Real Property Negotiators  
(California Government Code Section 54956.8)

Property: Bob Hope Airport Leasehold  
Authority Negotiator: Executive Director  
Negotiating Party: Seaport Airlines  
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leasehold  
Authority Negotiator: Executive Director  
Negotiating Party: AVJET Corporation  
Under Negotiation: Price and Terms of Payment

Property: B-6 Property Easements  
Authority Negotiator: Executive Director  
Negotiating Party: City of Burbank  
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leasehold  
Authority Negotiator: Executive Director  
Negotiating Party: Alaska Airlines, Delta Airlines, jetBlue Airways,  
Southwest Airlines, United Air Lines, US Airways  
Under Negotiation: Price and Terms of Payment

b. Conference with Legal Counsel – Existing Litigation  
(California Government Code Section 54956.9(d)(1))

Name of Case: In re Petition of Burbank-Glendale-Pasadena Airport Authority for Order  
Permitting Entry on Property (Union Pacific) (Case No. BS131944)

7. Adjournment