



May 16, 2014

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

NOTICE is hereby given that a regular meeting of the Burbank-Glendale-Pasadena Airport Authority will be held Monday, May 19, 2014, 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 listed on the attached agenda.

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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
Regular Meeting of Monday, May 19, 2014
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. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. PUBLIC COMMENT
4. CONSENT CALENDAR
 - a. Committee Reports (For Noting and Filing)
 - 1) Operations and Development Committee
 - (i) April 21, 2014
 - 2) Finance and Administration Committee
 - (i) April 21, 2014

[See page 1]

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- 3) Legal, Government and Environmental Affairs Committee
 - (i) April 21, 2014 **[See page 8]**
- b. Commission Minutes (For Approval)
 - 1) May 5, 2014 **[See page 12]**
- c. Fourth Amendment to Lease and Concession Agreement
MCS Burbank, LLC **[See page 19]**
- 5. ITEMS FOR COMMISSION APPROVAL
 - a. Award of Contract to RS&H California for Replacement Terminal EIR Services **[See page 26]**
- 6. ITEMS FOR COMMISSION INFORMATION
 - a. Presentation of Economic Benefits Study **[See page 45]**
 - b. Blue Horizons for Autism **[No Staff Report]**
 - c. Regional Intermodal Transportation Center Opening Calendar of Events **[No Staff Report]**
- 7. CLOSED SESSION
 - a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(California Government Code Section 54956.8)

Property:	B-6 Property Easements
Authority Negotiator:	Executive Director
Negotiating Party:	City of Burbank
Under Negotiation:	Price and Terms of Payment
Property:	A-1 North Property Easements
Authority Negotiator:	Executive Director
Negotiating Party:	City of Burbank
Under Negotiation:	Price and Terms of Payment
 - b. THREAT TO PUBLIC SERVICES OR FACILITIES
(California Government code Section 54957(a))

Consultation with Director of Public Safety

c. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(California Government Code Section 54957(b))

1) Title: Executive Director

2) Title: Senior Deputy Executive Director

8. ADJOURNMENT

COMMISSION NEWSLETTER

May 19, 2014

[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 purposes: April 21, 2014, Operations and Development Committee; April 21, 2014, Finance and Administration Committee; and April 21, 2014, Legal, Government and Environmental Affairs Committee.
- b. COMMISSION MINUTES – MAY 5, 2014 – The draft minutes of this meeting are attached for Commission review and approval.
- c. FOURTH AMENDMENT TO LEASE AND CONCESSION AGREEMENT, MCS BURBANK, LLC – A staff report is attached. At the May 5, 2014, meeting of the Finance and Administration Committee, the Committee voted unanimously (3–0) to recommend to the Commission approval of a fourth Amendment to the Lease and Concession Agreement with the Airport’s food and beverage concessionaire, MCS Burbank, LLC. The Fourth Amendment will provide MCS with 647 square feet of space for a new “grab and go” style restaurant to better serve the needs of the Airport customers in Terminal B. This location was previously leased by The Paradies Shops, LLC, the Airport’s news and gifts concessionaire. At Paradies’ request, the Airport Authority took back the space effective February 15, 2014.

As MCS will invest approximately \$100,000 to renovate the space, MCS and Staff negotiated an extension to the term of the Lease and Concession Agreement for an additional two years from 2018 to 2020. The addition of this new food and beverage location will increase the Minimum Annual Privilege Fee by \$31,056 and the space rent by \$11,103 annually. Copies of the Fourth Amendment and the Lease and Concession Agreement are included in the agenda packet.

5. ITEMS FOR COMMISSION APPROVAL

- a. AWARD OF CONTRACT TO RS&H CALIFORNIA FOR REPLACEMENT TERMINAL EIR SERVICES – A staff report is attached. Staff seeks Commission approval to award two separate contracts to RS&H California to provide Staff support services in conjunction with the in-process preparation of an EIR (Environmental Impact Report) by the City of Burbank as required by CEQA (California Environmental Quality Act) for the proposed 14-Gate Replacement Terminal and Opportunity Site Development. Services include providing the technical expertise to assist with the preparation of the EIR and to also provide the required architectural renderings and guidelines of the proposed 14-gate replacement passenger terminal for the EIR.

6. ITEMS FOR COMMISSION INFORMATION

- a. PRESENTATION OF ECONOMIC BENEFITS STUDY – No staff report is attached. As part of the general outreach associated with the Authority’s Outreach and Consensus Initiative, the Authority engaged the Los Angeles County Economic Development Corporation (“LAEDC”) to do an updated analysis of the Airport’s economic impact in the regional economy. Dr. Christine Cooper, Vice President of LAEDC’s Economic and Policy Analysis Group and the leader of the study team, will present highlights of the report entitled “Burbank Bob Hope Airport in FY 2013: Economic Impact Analysis,” and the study will be electronically published on www.bobhopeairport.com and the LAEDC website. A copy of the report and a brief resumé of the team members is included in the agenda packet.
- b. BLUE HORIZONS FOR AUTISM – No staff report is attached. Staff will present an overview of “Blue Horizons for Autism,” the second annual JetBlue Airways outreach event at Burbank Bob Hope Airport for local families with autistic children to come to the Airport and experience the steps involved in checking in, going through the security checkpoint, and boarding an aircraft. The event was held Saturday, May 3.
- c. REGIONAL INTERMODAL TRANSPORTATION CENTER OPENING – CALENDAR OF EVENTS – No staff report is attached. Staff will present an overview of outreach events that will offer the general public, airport employees and the business and governmental community a preview look at the Regional Intermodal Transportation Center before it officially becomes operational July 1 for rental car customers. An open house for the general public is planned for Saturday, June 21; and a grand opening and ribbon-cutting for invited guests from the business and governmental community will take place Friday, June 27. The June 27 event will also mark the “kick-off” of the Empire Avenue Bridge to the RITC from the Bob Hope Airport Train Station.