



September 30, 2016

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, October 3, 2016, at 8:30 a.m., in the Airport Skyroom of the Hollywood Burbank Airport, 2627 Hollywood Way, Burbank, California, 91505, with a teleconference location at 1854 Sneffels Road, Montrose, Colorado, 81401.

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

Terri Williams, Assistant Board Secretary
Burbank-Glendale-Pasadena Airport Authority

REGULAR MEETING
OF THE
OPERATIONS AND DEVELOPMENT COMMITTEE
Regular Meeting of Monday, October 3, 2016
8:30 A.M.

NOTE TO THE PUBLIC: Any disclosable 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 Hollywood Burbank 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.

AGENDA

1. Approval of Agenda
2. Public Comment
3. Approval of Minutes
 - a. September 6, 2016

[See page 1]

4. Items for Discussion
 - a. Installation of Electrical Vehicle Charging Stations

No staff report is attached. Staff will provide the Committee with an update on the installation and operation of the electrical vehicle chargers in valet parking.

5. Items for Information
 - a. August 2016 Passenger Statistics and Parking Information

No staff report is attached. Staff will discuss the August 2016 passenger/cargo statistics and will brief the Committee regarding parking revenue for August 2016.

6. Adjournment

Subject to Approval

**MINUTES OF THE SPECIAL MEETING OF THE
OPERATIONS AND DEVELOPMENT COMMITTEE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

TUESDAY, SEPTEMBER 6, 2016

A special meeting of the Operations and Development Committee was called to order on this date in the Airport Skyroom of the Burbank-Glendale-Pasadena Airport Authority, 2627 Hollywood Way, Burbank, California, at 8:32 a.m., by Chairman Brown.

ROLL CALL

Present: Commissioners Brown and Selvidge

Absent: Commissioner Sinanyan

Also Present: Staff: Frank Miller, Executive Director; Dan Feger, Director of Development Services; John Hatanaka, Senior Deputy Executive Director; Denis Carvill, Deputy Executive Director, Engineering, Maintenance, Operations and Airline Relations; Derrick Cheng, Administrative Assistant, Public Relations Department and Government and Environmental Affairs

1. Approval of Agenda Commissioner Selvidge moved approval of the agenda. The agenda was approved 2-0 (one absent.)

2. Public Comment There were no public speakers.

3. Approval of Minutes

a. August 15, 2016 Commissioner Selvidge moved approval of the minutes of the August 15, 2016, meeting. There being no objection, the minutes were approved 2-0 (one absent.)

4. Items for Discussion

a. Second Amendment to the Parking Management Agreement with Standard Parking Corporation Staff presented to the Committee a recommendation to the Commission that it approve a month-to-month extension of the current Parking Management Agreement ("Agreement") with Standard Parking Corporation ("Standard Parking"). The Agreement is currently in a three-month extension that will expire on September 30, 2016.

At the July 11, 2016, Commission meeting, Staff updated the Commission regarding the parking vendor RFP process and reported that oral interviews had been conducted with four finalists. At the July 11 meeting, several Commissioners stated their desire for the Commission to be more involved in the selection process and for the new Executive Director to be in place prior to awarding a new parking management contract. Staff reported that the seven bid proposals received in mid-June will remain valid for review and award for 180 days.

Staff recommended approval of a second amendment to the parking management agreement with Standard Parking. The proposed amendment, to commence October 1, 2016, would provide a one-month extension to allow for the additional review period requested by the Commission and would have no financial impact on the Authority's operating budget for the current fiscal year.

Motion

Commissioner Selvidge moved approval of Staff's recommendation, seconded by Commissioner Brown.

Motion Approved

The motion was approved unanimously 2-0 (one absent.)

5. Adjournment

There being no further business, the meeting was adjourned at 8:38 a.m.