



September 4, 2015

REGULAR MEETING CANCELLATION NOTICE
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 7, 2015, in observance of Labor Day. Therefore, the regular meeting of the Burbank-Glendale-Pasadena Airport Authority scheduled for Monday, September 7, 2015, 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 8, 2015, 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
Special Meeting of Tuesday, September 8, 2015
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. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. CONSENT CALENDAR
 - a. May 2015 Treasurer's Report **[See page 1]**
 - b. Short Term Parking Space Reservation Agreement
Century West, LLC, dba Century West BMW, LLC **[See page 21]**
 - c. Other Transaction Agreement with the Department of
Homeland Security, Transportation Security Administration **[See page 23]**

- d. Department of Homeland Security
Transportation Security Administration
Digital Video Surveillance System Workstation
Other Transaction Agreement;
Digital Video Surveillance System Use Policy **[See page 28]**

- 6. ITEMS FOR COMMISSION DISCUSSION
 - a. IMG College LLC Marketing Agreement Update **[No Staff Report]**

- 7. ITEMS FOR COMMISSION INFORMATION
 - a. Airline Schedule Analysis **[See page 44]**
 - b. July 2015 Passenger/Cargo Statistics and
Parking Information **[See page 47]**

- 8. CLOSED SESSION
 - a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(California Government Code Section 54956.8)

Property:	B-6 Adjacent Property (Part of the former Lockheed Plant B-6 Property located in the City of Burbank adjacent to the Bob Hope Airport and roughly bounded by Hollywood Way, parts of Cohasset Street (Los Angeles), and Winona Avenue)
Authority Negotiator:	Executive Director
Negotiating Party:	City of Burbank
Under Negotiation:	Price and Terms of Payment for the Sale, Exchange or Lease of Easements and Use Restrictions
Property:	B-6 Trust Property (Part of the former Lockheed Plant B-6 Property located in the City of Burbank and roughly bounded by B-6 Adjacent Property, San Fernando Road, Hollywood Way, and Winona Avenue)
Authority Negotiator:	Executive Director
Under Negotiation:	Price and Terms of Payment
Property:	Hangar 37
Authority Negotiator:	Executive Director
Negotiating Party:	GTC Management Services
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: Burbank-Glendale-Pasadena Airport Authority v. Affordable Storage, LLC (Case No. 15P03076)

c. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant Exposure to Litigation (California Government Code Section 54956.9(d)(2)):
One potential case. Facts and Circumstances: FAA Runway Safety Area
Determinations

d. THREAT TO PUBLIC SERVICES OR FACILITIES
(California Government Code Section 54957(a))

Consultation with Director, Public Safety

9. ADJOURNMENT

COMMISSION NEWSLETTER

September 8, 2015

[Regarding agenda items]

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. MAY 2015 TREASURER'S REPORT – No staff report is attached. Included in the agenda packet is the Treasurer's Report for May 2015. This report was presented to the Finance and Administration Committee at its August 17, 2015, meeting at which time the Committee recommended unanimously (3-0) that it be noted and filed by the Commission.
- b. SHORT TERM PARKING SPACE RESERVATION AGREEMENT, CENTURY WEST, LLC, dba CENTURY WEST BMW, LLC – A staff report is included in the agenda packet. At the August 17, 2015, Finance and Administration Committee meeting, the Committee voted unanimously (3-0) to recommend to the Commission approval of a proposed Short Term Parking Space Reservation Agreement with Century West, LLC dba Century West BMW, LLC, for 410 spaces in Parking Lot B, located off Hollywood Way. Century West BMW has requested to use parking spaces on a daily basis. Payment for this off-street parking will be in arrears rather than in advance, and this parking is subject to the City of Burbank's transient parking tax.
- c. OTHER TRANSACTION AGREEMENT WITH THE DEPARTMENT OF HOMELAND SECURITY, TRANSPORTATION SECURITY ADMINISTRATION – A staff report is included in the agenda packet. At the August 17, 2015, Finance and Administration Committee meeting, the Committee voted unanimously (3-0) to recommend to the Commission that it approve the modified Other Transaction Agreement with the Department of Homeland Security Transportation Security Administration for the purpose of obtaining additional reimbursement for electrical utility charges associated with the use of areas for baggage screening operations at the Airport.
- d. DEPARTMENT OF HOMELAND SECURITY, TRANSPORTATION SECURITY ADMINISTRATION, DIGITAL VIDEO SURVEILLANCE SYSTEM WORKSTATION OTHER TRANSACTION AGREEMENT; DIGITAL VIDEO SURVEILLANCE SYSTEM USE POLICY – A staff report is included in the agenda packet. At the August 17, 2015, meeting of the Legal, Government and Environmental Affairs Committee, the Committee voted unanimously (3-0) to recommend to the Commission that the Executive Director be authorized to: (i) execute an Other Transaction Agreement with the Department of Homeland Security–Transportation Security Administration for two new Digital Video Surveillance System workstations in TSA's on-site offices; and (ii) adopt a DVSS Use Policy. The OTA provides for TSA's funding of the workstations and for granting TSA "view-only" surveillance access to specific work

areas under TSA's control. The policy is a requirement of the OTA and memorializes the Authority's existing practice with respect to use of the DVSS.

6. ITEMS FOR COMMISSION DISCUSSION

- a. IMG COLLEGE LLC MARKETING AGREEMENT UPDATE – No staff report is included. Damon Dukakis, Associate General Manager with UCLA/Rose Bowl IMG Sports Marketing, will provide a presentation to the Commission; a copy of his presentation is included in the agenda packet. In May 2013, the Airport entered into a three-year marketing agreement, with an option to extend the agreement two additional contract years, with IMG College, LLC, which is the official marketing representative of the Los Angeles campus of the Regents of the University of California and the Rose Bowl Operating Company. The presentation is an update on the Airport's assets as a result of its partnership with IMG College, LLC, which is heading into its third year.

7. 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 are schedule analyses reflecting changes in service, fleet mix and scheduled operating times for two airlines serving Bob Hope Airport. After incorporating these changes the noise impact area is projected to have a cumulative decrease of 0.06 acres.
- b. JULY 2015 PASSENGER/CARGO STATISTICS AND PARKING INFORMATION – No staff report is included. The July passenger count of 334,738 was up 3.8% from last year's 322,512 and the total for the first seven months of the year is up 2.42% at 2,265,450 compared to 2,211,948 through July 2014. Total airline seats in July increased by 2.0%, from 465,356 in 2014 to 474,851 in 2015. Air Cargo volume declined 5.8% to 9.2 million pounds in July 2015, and the year-to-date tally of 62.3 million pounds is down 1.5%. Airline aircraft operations dropped 1.3% the first seven months of the year. A complete report is included in the agenda packet.