



November 14, 2024

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 on Monday, November 18, 2024, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California 91505.

In addition to attending the meeting in person, members of the public may observe the meeting telephonically and may offer comment in real time through the following number:

Dial in: (818) 862-3332

Leslie Whitmore, Assistant Board Secretary  
Burbank-Glendale-Pasadena Airport Authority

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Regular Meeting of November 18, 2024

9.00 A.M.

*The public comment period is the opportunity for members of the public to address the Commission on agenda items and on airport-related non-agenda matters that are within the Commission's subject matter jurisdiction. At the discretion of the presiding officer, public comment on an agenda item may be presented when that item is reached.*



*Members in-person attendance or participation at meeting of the Commission is allowed, members of the public are requested to observe the following rules of decorum:*

- *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 Board Secretary.*
- *Confine remarks to agenda items or to airport-related non-agenda matters that are within the Commission's subject matter jurisdiction.*
- *Limit comments to three minutes or to such other period of time as may be specified by the presiding officer.*



*The following activities are prohibited:*

- *Allocation of speaker time to another person.*
- *Video presentations requiring use of Authority equipment.*



*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 N. 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

Monday, November 18, 2024

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT (Public comment will be limited to a total of 20 minutes at the beginning of the meeting and will continue at the conclusion of the meeting, if necessary. Comments are limited to 3 minutes each, and the Authority President may limit this time if reasonable under the circumstances.)
5. CONSENT CALENDAR (Includes Minutes. Items on the Consent Calendar are generally routine in nature and may be acted upon by one motion unless removed for separate consideration.)
  - a. Committee Minutes  
(For Note and File)
    - 1) Executive Committee **[See page 1]**
      - (i) October 2, 2024
    - 2) Operations and Development Committee **[See page 4]**
      - (i) September 16, 2024
  - b. Commission Minutes  
(For Approval)
    - 1) October 21, 2024 **[See page 6]**
  - c. Amendment No. 2 to Professional Services Agreement with Allied Universal Security Services **[See page 10]**
6. ITEMS FOR COMMISSION APPROVAL
  - a. Amendment No. 1 to ATX Professional Services Agreement Technical Advisory Services Replacement Passenger Terminal Concession Programs **[See page 16]**
  - b. Amendment No. 1 to AirProjects Professional Services Agreement Food and Retail Concession Proposal Evaluation Services **[See page 20]**
7. ITEMS FOR COMMISSION INFORMATION
  - a. Golden State Specific Plan Update  
City of Burbank Community Development Department

- b. Valet Parking Rate Increase Effective January 1, 2025
- c. Air Service – Frontier Airlines
- d. Replacement Passenger Terminal Construction Update
- 8. CLOSED SESSION
  - a. PUBLIC EMPLOYEE APPOINTMENT  
(California Government Code Section 54957(b))  
Title: Executive Director
- 9. PULLED FROM CONSENT CALENDAR
- 10. EXECUTIVE DIRECTOR COMMENTS
  - a. Part 150 Study Notice Distribution
  - b. Replacement Passenger Terminal Topping Ceremony Schedule
  - c. Spirit Airlines
- 11. COMMISSIONER COMMENTS  
(Commissioners may make a brief announcement, make a brief report on their activities, and request an agenda item for future meetings.)
- 12. PUBLIC COMMENT
- 13. ADJOURNMENT



## COMMISSION NEWSLETTER

Monday, November 18, 2024

*[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. COMMITTEE MINUTES. A copy of the approved minutes of the Executive Committee meeting of October 2, 2024; approved minutes of the Operations and Development Committee meeting of September 16, 2024, are included in the agenda packet for information purposes.
- b. COMMISSION MINUTES. A draft copy of the minutes of the Commission regular meeting of October 21, 2024, is included in the agenda packet for Commission review and approval.
- c. AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT WITH ALLIED UNIVERSAL SECURITY SERVICES. A staff report is included in the agenda packet. At its meeting on October 21, 2024, the Operations and Development Committee voted (2-0) to recommend that the Commission approve the proposed Amendment No. 2 (“Amendment”) to the Professional Services Agreement (“PSA”) with Universal Protection Service LP dba Allied Universal Security Services (“Allied”) for airport security and traffic control services. The Amendment provides for the implementation of an annual Consumer Price Index (3.2%) increase to the current labor rates, with all other terms and conditions of the PSA remaining the same.

### 6. ITEMS FOR COMMISSION APPROVAL

- a. AMENDMENT NO. 1 TO ATX PROFESSIONAL SERVICES AGREEMENT – TECHNICAL ADVISORY SERVICES – REPLACEMENT PASSENGER TERMINAL CONCESSION PROGRAMS. A staff report is included in the agenda packet. At its meeting on November 6, 2024, the Executive Committee voted unanimously (3–0) to recommend that the Commission approve a proposed Amendment No. 1 (“Amendment”) to the Professional Services Agreement with ATX, Inc. This Amendment is for a \$27,000 increase for a total contract limit of \$99,000 to allow for additional technical advisory services associated with the Replacement Passenger Terminal Concession Programs.
- b. AMENDMENT NO. 1 TO AIRPROJECTS PROFESSIONAL SERVICES AGREEMENT FOOD AND RETAIL CONCESSION PROPOSAL EVALUATION SERVICES. A staff report is included in the agenda packet. Subject to the recommendation of the Operations and Development Committee at its meeting immediately preceding the Commission meeting, Staff recommends that the Commission approve a proposed Amendment No. 1 (“Amendment”) to the Professional Services Agreement with AirProjects, Inc. for support services related to the food and retail concessions at the Replacement Passenger

Terminal. The proposed Amendment is for proposal evaluation support services and provides an \$18,850 increase from the initial contract amount of \$69,315 for a revised contract amount of \$88,165.

## 7. ITEMS FOR COMMISSION INFORMATION

- a. GOLDEN STATE SPECIFIC PLAN UPDATE – CITY OF BURBANK COMMUNITY DEVELOPMENT DEPARTMENT. A memo from the City is attached. A representative from the City of Burbank Community Development Department will present an update to the Commission on the City’s Golden State Specific Plan and its relation to the Airport adjacent area.
- b. VALET PARKING RATE INCREASE EFFECTIVE JANUARY 1, 2025. No staff report attached. On May 20, 2024, the Commission authorized parking rate increase effective July 1, 2024, across all public parking lots at the Airport. As part of that authorization, Valet parking rate increases were approved to be increased in two-step increments. The first step increased the rate from \$27.00 per day to \$34.00. The second step increases this rate to \$39.00 effective January 1, 2025. Staff will work with the parking operator, Ace Parking, and the Authority’s Communications Department to advise the users of the Valet parking service of this coming increase 30 days in advance of its implementation.
- c. AIR SERVICE - FRONTIER AIRLINES. No staff report attached. On November 21, 2024, Frontier Airlines will return to Hollywood Burbank Airport offering 14 flights per week serving the cities of San Francisco, Phoenix and Denver.
- d. REPLACEMENT PASSENGER TERMINAL (“RPT”) CONSTRUCTION UPDATE. No staff report attached. Staff and Jacobs Project Management will provide an update on the progress of the construction. A video presentation will also be presented.

**MINUTES OF THE REGULAR MEETING OF  
THE EXECUTIVE COMMITTEE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

**MONDAY, OCTOBER 2, 2024**

A regular meeting of the Executive Committee was called to order this date in the Airport Skyroom, 2627 N. Hollywood Way, Burbank, California, at 9:06 a.m., by Commissioner Najarian.

**1. ROLL CALL**

**Present:** Commissioners Najarian and Talamantes

**Absent:** Commissioner Hampton

**Also Present:** Staff: Frank Miller, Executive Director;  
John Hatanaka, Senior Deputy Executive Director

**2. Approval of Agenda**

The agenda was approved as presented.

**Motion**

Commissioner Talamantes moved approval;  
seconded by Commissioner Najarian.

**Motion Approved**

The motion was approved (2–0, 1 absent).

**3. Public Comment**

There were no public comments.

**4. Approval of Minutes**

**a. September 4, 2024**

A draft copy of the minutes of the meeting on September 4, 2024, was included in the agenda packet for review and approval.

**Motion**

Commissioner Talamantes moved approval of the minutes; seconded by Commissioner Najarian.

**Motion Approved**

The minutes were approved (2–0, 1 absent).

**5. Items for Approval**

**a. Approval of Aid-in-Construction  
Payment Deposits  
Replacement Passenger  
Terminal Project**

Staff presented for approval two Aid-in-Construction deposit requests from the City of Burbank: 1. \$3,228,200 for Phase 2 (17 MVA Temporary Terminal Power) sub-structure installation including labor and materials, conduits, manholes and pull boxes; and 2. \$7,110,070 for Phase 2 (Temporary Terminal Power) 12kV Distribution installation including labor, balance of material, pad mount switches and partial 12kV conversion of the Clybourn substation.

**Motion** Commissioner Talamantes moved approval; seconded by Commissioner Najarian.

**Motion Approved** The motion was approved (2–0, 1 absent).

The next two items were presented and voted on together.

**b. Replacement Passenger Terminal Project – Avion Property Tree and Landscaping Guaranty** Staff presented to the Committee for recommendation that the Commission approve a Tree Canopy and Landscaping Guaranty for the benefit of Burbank Industrial Investors II (“BII”), Owner of the development known as Avion Burbank.

Removal of a portion of the trees and landscaping along the property line of Avion Burbank and the Airport was necessary to facilitate the construction of a retaining wall on the east side of the site of the Replacement Passenger Terminal. The Avion development is covered under a Development Agreement (“DA”) between the City of Burbank and BII, and that agreement requires a minimum amount of tree canopy coverage along with certain landscaping. The purpose of the Guaranty is to assure BII and the City that those DA requirements will continue to be satisfied after the RPT construction.

**c. Avion Burbank Retaining Wall Finish - Replacement Passenger Terminal Project** Staff presented to the Committee for its recommendation that the Commission approve a request for the finish on the retaining wall at the Avion Burbank property line in the amount of \$2,400,000. This finish is to maintain the aesthetics of the wrought iron fence structure, trees and landscaping installed at the Avion development and removed for the construction of the retaining wall and electrical vault for the Replacement Passenger Terminal Project.

**Motion** Commissioner Talamantes moved approval; seconded by Commissioner Najarian.

**Motion Approved** The motion was approved (2–0, 1 absent).

## 6. Items for Discussion

**a. Agenda Item Protocol** Commissioner Najarian requested that this item be agendized on the Commission agenda to discuss the Authority’s item protocol and provide direction to Staff on how to proceed with the order of the Executive Director’s comments.

The Executive Director stated that future comments will be informational versus items for discussion.

**7. Items for Information**

**a. Committee Pending Items**

Staff informed the Committee of future pending items that will come to the Committee for review.

**8. Adjournment**

There being no future business, the meeting adjourned at 9:20 a.m.

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

**MONDAY, SEPTEMBER 16, 2024**

A regular meeting of the Operations and Development Committee was called to order on this date in the Airport Skyroom, 2627 N. Hollywood Way, Burbank, California, at 8:34 a.m., by Commissioner Hampton.

**1. ROLL CALL**

**Present:**

Commissioners Hampton and Talamantes

**Absent:**

Commissioner Asatryan

**Also Present:**

Staff: John Hatanaka, Senior Deputy Executive Director; Thomas Henderson, Director, Operations

**2. Approval of Agenda**

**Motion**

Commissioner Talamantes moved approval of the agenda; seconded by Commissioner Hampton.

**Motion Approved**

The agenda was approved (2-0, 1 absent).

**3. Public Comment**

There were no public comments.

**4. Approval of Minutes**

**a. July 15, 2024**

A draft copy of the July 15, 2024, Committee meeting minutes was included in the agenda packet for review and approval.

**Motion**

Commissioner Talamantes moved approval of the minutes; seconded by Commissioner Hampton.

**Motion Approved**

There being no objection, the motion was approved (2-0, 1 absent).

**5. Items for Approval**

**a. Airport Solution Line Service Agreement – Amendment No. 4**

Staff sought an Operations and Development Committee (“Committee”) recommendation to the Commission to approve Amendment No. 4, to the Airport Solution Line Service Agreement (“Service Agreement”) with SITA Information Network Computing USA, Inc. for the Common Use Passenger Processing System (“CUPPS”) installed at the Airport. This extension is for the period from October 1, 2024, to October 31, 2026, at a monthly cost of \$75,157. If necessary, the Authority will have the option to further extend the Service Agreement in two-month increments not to exceed a total of twelve months. All costs provided under the Service Agreement are reimbursed by the airlines using the CUPPS.

Subject to the Committee’s recommendation, this item was also placed on the agenda for the Commission meeting immediately following the Committee’s meeting.

**Motion**

Commissioner Talamantes moved approval; seconded by Commissioner Hampton.

**Motion Approved**

There being no objection, the motion was approved (2-0, 1 absent).

**6. Items for Information**

**a. Committee Pending Items**

Staff informed the Committee of future pending items that will come to the Committee for review.

**7. Adjournment**

There being no further business to discuss, the meeting was adjourned at 8:47 a.m.

**MINUTES OF THE REGULAR MEETING OF THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

**MONDAY, OCTOBER 21, 2024**

A regular meeting of the Burbank-Glendale-Pasadena Airport Authority was called to order this date in the Airport Skyroom, 2627 N. Hollywood Way, Burbank, California, at 9:05 a.m., by President Najarian.

**1. ROLL CALL**

**Present:** Commissioners Najarian, Talamantes, Hampton, Quintero, Ovrom, Williams,

**Absent:** Commissioner Asatryan. Gabel-Luddy and Wilson

**Also Present:** Staff: Frank Miller, Executive Director; John Hatanaka, Senior Deputy Executive Director; Scott Kimball, Executive Deputy Director, Operations and Business

**2. PLEDGE OF ALLEGIANCE**

Commissioner Najarian led the Pledge of Allegiance.

**3. APPROVAL OF AGENDA**

The agenda was approved as presented.

**MOTION**

Commissioner Quintero moved approval of the agenda; seconded by Commissioner Ovrom.

**MOTION APPROVED**

The motion was approved (6–0, 3 absent).

**AYES:** Najarian, Talamantes, Hampton, Quintero, Ovrom, Williams,

**NOES:** None

**ABSENT:** Commissioner Asatryan, Gabel-Luddy and Wilson



**4. PUBLIC COMMENT**

*(Public comment will be limited to a total of 20 minutes at the beginning of the meeting and will continue at the conclusion of the meeting, if necessary. Comments are limited to 3 minutes each, and the Authority President may limit this time if reasonable under the circumstances.)*

None

**5. CONSENT CALENDAR**

**(Includes Minutes. Items on the Consent Calendar are generally routine in nature and may be acted upon by one motion unless removed for separate consideration.)**

**a. Committee Minutes (For Note and File)**

**1) Finance and Administration Committee**

**(i) September 16, 2024**                      Approved minutes of the September 16, 2024, Finance and Administration Committee meeting were included in the agenda packet for information purposes

**2) Legal, Government and Environmental Affairs Committee**

**(i) September 16, 2024**                      Approved minutes of the September 16, 2024, Legal, Government and Environmental Affairs Committee meeting were included in the agenda packet for information purposes.

**b. Commission Minutes (For Approval)**

**1) October 7, 2024**                              A copy of the draft minutes of the October 7, 2024, Commission meeting were included in the agenda packet for review and approval.

**c. Treasurer's Report**

**1) June 2024**                                      At its meeting on October 7, 2024, The Finance and Administration Committee voted (2-0, 1 absent) to recommend that the Commission note and file the Treasurer's Report.

**MOTION**

Commissioner Quintero moved approval of the Consent Calendar; seconded by Commissioner Ovrom.

**MOTION APPROVED**

The motion was approved (6-0, 3 absent)

**AYES:** Williams, Najarian, Talamantes, Quintero, Hampton, Ovrom,

**NOES:** None

ABSENT: Commissioner Asatryan,  
Gabel-Luddy and Wilson

**6. ITEMS FOR COMMISSION INFORMATION**

- a. **Regional Intermodal Transportation Center (“RITC”) Art in Public Places Update**      Staff updated the Commission on the status of the art panels hanging on the Regional Intermodal Transportation Center

**7. CLOSED SESSION**

- a. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
Initiation of Litigation (California Government Code Section 54956.9(d)(4)  
1 Potential Case

- b. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
(California Government Code Section 54957(b))  
Title: Executive Director

**Meeting reconvened to Open Session**      The meeting was reconvened to Open Session at 10:06 a.m. with 6 Commissioners present.

**Closed Session Report**      There was nothing to report from Closed Session.

**8. ITEMS PULLED FROM CONSENT CALENDAR**

There were no items pulled from the Consent Calendar.

- 9. **EXECUTIVE DIRECTOR COMMENTS**      There were no comments.

- 10. **COMMISSIONER COMMENTS**      There were no comments.  
(Commissioners may make a brief announcement, report on their activities, and request an agenda item for a future meeting.)

- 11. **PUBLIC COMMENT**      There were no further public comments.

- 12. **ADJOURNMENT**      The meeting was adjourned by President Najarian at 11:08 a.m.

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Ara Najarian, President

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Tyron Hampton, Secretary

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Date

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Date

**STAFF REPORT PRESENTED TO THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
NOVEMBER 18, 2024**

**AMENDMENT NO. 2 TO  
PROFESSIONAL SERVICES AGREEMENT WITH  
ALLIED UNIVERSAL SECURITY SERVICES**

Presented by Ray Hunting  
Airport Security Manager

**SUMMARY**

At its meeting on October 21, 2024, the Operations and Development Committee (“Committee”) voted (2-0) to recommend that the Commission approve the proposed Amendment No. 2 (“Amendment”), copy attached, to the Professional Services Agreement (“PSA”) with Universal Protection Service LP dba Allied Universal Security Services (“Allied”) for airport security and traffic control services. The Amendment provides for the implementation of an annual Consumer Price Index (“CPI”) increase to the current labor rates, with all other terms and conditions of the PSA remaining the same.

**BACKGROUND**

In October 2022, the Commission approved the award of the PSA to Allied for a three-year base term from November 1, 2022 through October 31, 2025, including two one-year extension options. This Amendment covers the third year of the initial base term. On October 2, 2023, the Commission approved Amendment No. 1 covering Year 2 of the Agreement applying a CPI increase of 2.5%. The PSA allows Allied to annually request an adjustment to the hourly labor rates based on an increase in the CPI for the preceding 12 months, Los Angeles area, all indices, as published by the U.S. Bureau of Labor Statistics or 6%, whichever is less. Based on the applicable CPI Index for June 2024, Allied is requesting an increase of 3.2% for the contract year effective from November 1, 2024 through October 31, 2025. Per the terms of the PSA, approval of a CPI increase is at the Commission’s discretion.

The scope of airport security and traffic control services under contract are:

- (i) **Perimeter Security:** Per the security directives issued by the Transportation Security Administration (“TSA”), the Authority is required to provide “positive control” and identification of each person that has access to the Secured Area of the Airport. Part of this positive control requires staffing by security personnel at checkpoints on the airfield to physically verify the identity, and authorization of each person requesting to enter the Secured Area.
- (ii) **Traffic Control:** To ensure vehicular flow and pedestrian safety on the Airport loop roadway, traffic control personnel are positioned at strategic points starting next to the parking structure and ending past Terminal B. In addition to managing vehicle flow on the roadway, traffic control personnel manage the movement along the terminal curb front and rideshare pick-up location as needed.

- (iii) Aviation Workers Screening: As directed by TSA, the Authority is required to undertake random screening of employees traversing between the terminal public areas to Security Identification Display Area or Sterile Areas.
- (iv) Consumer Item Inspection: Commercial merchandise and consumables for sale and/or use by screened individuals within the Sterile Area are required to be inspected, including the screening of authorized badge holders into this area, for prohibited items. This is a specific service that is fully reimbursable by the terminal concessionaires, MCS Burbank LLC for food and beverage and HG Burbank JV for news and gifts.

**BUDGET IMPACT**

Appropriations for these services including the allowance for a potential CPI adjustment to the hourly rates are included in the adopted FY 2025 budget.

**STAFF RECOMMENDATION**

At its meeting on October 21, 2024, the Committee voted (2-0) to recommend that the Commission approve the proposed Amendment No. 2 (“Amendment”) and authorize the President to execute the same.

**AMENDMENT NO. 2 TO  
PROFESSIONAL SERVICES AGREEMENT**  
(Burbank-Glendale-Pasadena Airport Authority / Allied Universal Security Services)

This Amendment No. 2 (“Second Amendment”) to the October 17, 2022 Professional Services Agreement (“Agreement”) executed by the Burbank-Glendale-Pasadena Airport Authority (“Authority”), a California joint powers agency, and Universal Protection Service, LP, a California limited partnership d.b.a. Allied Universal Security Services (“Consultant”), is dated October 22, 2024 for reference purposes.

**RECITALS**

- A. The parties executed the Agreement to provide for the Authority’s retention of Consultant as an independent contractor to perform airport security, traffic control, and inspection services.
- B. The parties have executed a September 18, 2023 Amendment No. 1 (“First Amendment”) to the Agreement to: (i) expand the scope to include worker screening services; and (ii) provide for a CPI adjustment of the fee schedule for the November 2023 - October 2024 contract year.
- C. The parties desire to amend the Agreement to provide for a CPI adjustment of the fee schedule for the November 2024 - October 2025 contract year.

**NOW, THEREFORE**, the parties agree as follows:

1. **Amendment of Section 4.** Paragraph C (CPI Adjustments) of Section 4 (Compensation) of the Agreement is amended to read as follows:

“C. CPI Adjustments. On or before July 31, 2023, and on an annual basis thereafter, Consultant may submit a request for an adjustment to all inclusive hourly rate for the next contract year (November 1 to October 31) based on the lesser of: (i) an increase in the Consumer Price Index for the preceding 12 months for the Los Angeles area (all indices) as published by the U.S. Department of Labor, Bureau of Labor Statistics; or (ii) 6%. Each such request shall be subject to approval by the Authority Commission, which approval may be granted or withheld in the Commission’s discretion. No rate adjustment shall be considered if a request is not submitted by the deadline. For the November 2023 - October 2024 and November 2024-October 2025 contract years, the respective fee schedule set forth in the attached Exhibit E shall apply.”

2. **Replacement Exhibit E.** The attached replacement Exhibit E is incorporated into this Agreement and shall supersede the Exhibit E attached to the First Amendment.


3. **Counterparts.** This Second Amendment may be executed in any number of counterparts, each of which shall be deemed an original and all of which taken together shall constitute one and the same document.

4. **Preservation of Agreement.** Except as expressly modified by this Second Amendment, all of the provisions of the Agreement (as amended by the First Amendment) shall remain unaltered and in full force and effect. In the event of a conflict between the provisions of this

Second Amendment and the provisions of the Agreement (as amended by the First Amendment), the provisions of this Second Amendment shall control.

**TO EXECUTE THIS SECOND AMENDMENT**, the parties have caused their duly authorized representatives to sign below.

**Universal Protection Service LP**

By: 

Print Name: Chris Bailey

Title: ~~General Manager~~ RVP

[Pursuant to Corporations Code Section 15904.02, signature line must be executed by a general partner.]

**Burbank-Glendale-Pasadena Airport Authority**

\_\_\_\_\_  
Ara Najarian, President

Approved as to form:

\_\_\_\_\_  
Richards, Watson & Gershon  
A Professional Corporation

**EXHIBIT E**  
**November 2023 - October 31 2024**  
**November 2024 - October 31, 2025**  
**Contract Year Fee Schedules**

(attached)



**EXHIBIT E**



Hollywood Burbank Airport  
2025 Security Fee Schedule  
Dated July 24, 2024

Existing 2024 Security Bill Rate Schedule 11/1/2023 thru 10/31/2024		
Post Description	Regular Hourly Bill Rate	Holiday/Overtime Bill Rate
Airport Security Supervisor(s)	\$36.94	\$55.41
Consumer Items Inspections	\$36.94	\$55.41
Employee Screening Officer	\$36.94	\$55.41
SIDA Checkpoint Officer	\$31.06	\$46.60
Terminal Rover	\$31.06	\$46.60
Vehicle Traffic Control Officer	\$31.06	\$46.60
Vehicle Traffic Control Officer TNC	\$31.06	\$46.60


2025 Security Bill rates are based on 3.2% CPI Increase for Los Angeles County

[https://www.bls.gov/regions/west/news-release/consumerpriceindex\\_losangeles.htm](https://www.bls.gov/regions/west/news-release/consumerpriceindex_losangeles.htm)

2025 Security Bill Rate Schedule (Effective 11/1/2024 thru 10/31/2025)		
Post Description	Regular Hourly Bill Rate	Holiday/Overtime Bill Rate
Airport Security Supervisor(s)	\$38.12	\$57.18
Consumer Items Inspections	\$38.12	\$57.18
Employee Screening Officer	\$38.12	\$57.18
SIDA Checkpoint Officer	\$32.05	\$48.08
Terminal Rover	\$32.05	\$48.08
Vehicle Traffic Control Officer	\$32.05	\$48.08
Vehicle Traffic Control Officer TNC	\$32.05	\$48.08

2025 Fee Schedule  
Is based on a 3.2%  
CPI increase.

Allied Universal Security Services

  
\_\_\_\_\_  
Richard Dirmandzhyan  
General Manager

7-25-2024  
\_\_\_\_\_  
Dated

**STAFF REPORT PRESENTED TO THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
NOVEMBER 18, 2024**

**AMENDMENT NO. 1 TO  
ATX PROFESSIONAL SERVICES AGREEMENT  
TECHNICAL ADVISORY SERVICES  
REPLACEMENT PASSENGER TERMINAL CONCESSION PROGRAMS**

Presented by Stephanie Gunawan-Piraner  
Director, Engineering and Maintenance

**SUMMARY**

At its meeting on November 6, 2024, the Executive Committee (“Committee”) voted unanimously (3–0) to recommend that the Commission approve a proposed Amendment No. 1 (“Amendment”), copy attached, to the Professional Services Agreement (“PSA”) with ATX, Inc. (“ATX”). This Amendment is for a \$27,000 increase for a total contract limit of \$99,000 to allow for additional technical advisory services associated with the Replacement Passenger Terminal (“RPT”) Concession Programs.

**BACKGROUND**

The RPT includes both a Food and Beverage Concession Program and a News and Gift Concession Program. These programs require concessionaires to design, construct, operate, and manage their respective leased spaces. To support the space buildout, the Design-Builder (“HPTJV”) developed a design plan, a space utility infrastructure layout as well as technical manuals to guide the development of these types of spaces.

In April 2024, Staff engaged ATX to provide technical advisory peer review services to ensure alignment between a concessionaire’s design plans and the RPT development guidelines. These services were also utilized in discussions with the City of Burbank Building Official to establish the permitting requirements each concession operator will need to comply with.

The PSA has a not-to-exceed amount of \$72,000 and staff anticipated that the contract limit would be sufficient for ATX to perform services through the award of the concession contracts. ATX was selected based on the firm’s unique expertise and specialized experience in managing all phases of concession space development - planning, design, construction and operation cutover. This expertise is essential in facilitating clear communication among stakeholders by translating their diverse perspectives into a common understanding. ATX has experience providing similar project management and advisory services for concession development at a number of locations including recent experience at Los Angeles International Airport, San Diego International Airport, JFK International Airport and Dodger Stadium.

During the RPT design development, HPTJV and ATX identified and implemented corrections and improvements to the technical documents and standards. This resulted in

an increased number of document iterations and submittals, necessitating additional reviews to ensure alignment between the utility infrastructure plans and the construction documents. These additional reviews exceed the original cost of services that ATX estimated for the RPT Concession Programs. Based on the remaining effort to the award of the concession contracts, ATX has submitted a proposal to increase the PSA's contract limit by \$27,000 to allow for completion of the final review work. If the Amendment is approved, the PSA will have a total contract value of \$99,000.

These continued services are critical to ensure alignment between the technical design and construction documents and to ensure the RPT Concession Programs will be successfully implemented. The additional services will also be available to address any unforeseen technical issues and maintain the project delivery schedule.

### FUNDING

The adopted FY 2023/2024 budget for the RPT Project includes costs for planning, design, and construction as well as sufficient project contingency to cover the requested increase in services above. No further appropriations are required for this work by ATX.

### SCHEDULE

The additional services will commence after approval and execution of the Amendment for review of the RPT's 100% design plan submissions anticipated in November 2024.

### RECOMMENDATION

At its meeting on November 6, 2024, the Committee voted unanimously (3–0) to recommend that the Commission approve the Amendment for a \$27,000 increase of the contract limit of the PSA with ATX for technical advisory services in support of the RPT Concession Programs and authorize staff to execute the same.

**AMENDMENT NO. 1 TO  
PROFESSIONAL SERVICES AGREEMENT  
(Burbank-Glendale-Pasadena Airport Authority / ATX)**

This Amendment No. 1 (“First Amendment”) to the April 15, 2024 Professional Services Agreement (“Agreement”) executed by the Burbank-Glendale-Pasadena Airport Authority (“Authority”), a California joint powers agency, and ATX, Inc. (“Consultant”), a Nevada corporation, is dated November 18, 2024 for reference purposes.

**RECITALS**

A. The parties executed the Agreement to provide for the Authority’s retention of Consultant as an independent contractor to perform the following professional services: Replacement Passenger Terminal concessions program advisory services.

B. The parties desire to amend the Agreement to increase the contract limit.

**NOW, THEREFORE**, the parties agree as follows:

1. **Amendment of Section 1.** Paragraph D of Section 1 (Definitions) of the Agreement is amended to read as follows:

“D. ‘Contract Limit’: \$99,000.”


2. **Counterparts.** This First Amendment may be executed in any number of counterparts, each of which shall be deemed an original and all of which taken together shall constitute one and the same document.


3. **Preservation of Agreement.** Except as expressly modified by this First Amendment, all of the provisions of the Agreement shall remain unaltered and in full force and effect. In the event of a conflict between the provisions of this First Amendment and the provisions of the Agreement, the provisions of this First Amendment shall control.

**[SIGNATURES ON FOLLOWING PAGE]**

TO EXECUTE THIS FIRST AMENDMENT, the parties have caused their duly authorized representatives to sign below.

ATX, Inc.

By:   
Print Name: Robert Potoski

By:   
Print Name: ANN M POTOSKI

Chairperson  President  Vice President

Secretary  Asst. Secretary  
 Chief Finance Officer  Asst. Treasurer

[Pursuant to California Corporations Code Section 313, both signature lines must be executed unless the signatory holds at least one of the offices designated on each line.]

**Burbank-Glendale-Pasadena Airport Authority**

\_\_\_\_\_  
Frank R. Miller, Executive Director

Approved as to form:

\_\_\_\_\_  
Richards, Watson & Gershon  
A Professional Corporation

**STAFF REPORT PRESENTED TO THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
NOVEMBER 18, 2024**

**AMENDMENT NO. 1 TO AIRPROJECTS  
PROFESSIONAL SERVICES AGREEMENT  
FOOD AND RETAIL CONCESSION PROPOSAL EVALUATION SERVICES**

Presented by Scott Kimball  
Deputy Executive Director  
Operations, Business and SMS

**SUMMARY**

Subject to the recommendation of the Operations and Development Committee (“Committee”) at its meeting immediately preceding the Commission meeting, Staff recommends that the Commission approve a proposed Amendment No. 1 (“Amendment”), copy attached, to the Professional Services Agreement (“PSA”) with AirProjects, Inc. (“AirProjects”) for support services related to the food and retail concessions at the Replacement Passenger Terminal (“RPT”). The proposed Amendment is for proposal evaluation support services and provides an \$18,850 increase from the initial contract amount of \$69,315 for a revised contract amount of \$88,165.

Due to the critical timeline for selection of these RPT concessionaires, this item, subject to the recommendation of the Committee, has also been placed on the Commission agenda for its meeting immediately following the Committee’s meeting.

**BACKGROUND**

The RPT Concession Program includes a Food and Beverage Concession and a Retail Concession. In May 2024, Staff engaged AirProjects to provide consulting services for the development of a Request for Proposals (“RFP”) for these concessions and the drafting of a concession agreement template. To provide ample time for amortization of capital investments and make this opportunity more attractive to potential proposers, Staff obtained Federal Aviation Administration approval for the concession agreement to have a term longer than 10 years.

AirProjects’ initial scope of services covered the drafting of the RFP, concession agreement, and addenda, and concluded with participation in the pre-proposal conference with potential proposers. The RFP was released on August 12, 2024. Proposers were required to submit 1) a financial offer, 2) amount of capital investments, 3) their Airport Concession Disadvantage Business Enterprise commitment as well as several other supporting documents for consideration.

While AirProjects completed its tasks, upon receipt of the proposals Staff determined that additional expertise in reviewing the submissions would be beneficial for the Authority. At the request of Staff, AirProjects has submitted a supplemental scope of services to cover proposal evaluation assistance in the amount of \$18,850. AirProjects is a certified Disadvantage Business Enterprise based in Virginia and has experience providing similar consulting services at several airports across the country including John F. Kennedy

International Airport, San Diego International Airport, Charleston International Airport, Raleigh-Durham International Airport and Orlando International Airport.

The cost of additional support services together with the cost of the initial services exceeds the Executive Director's limit of \$75,000 and so the proposed Amendment is being brought to the Committee for its recommendation to the Commission. The review of the proposals is time sensitive as the schedule to recommend the concessionaires is January 2025. This date is on the critical path for the RPT to ensure the selected concessionaires will meet the time schedule to undertake their architectural, engineering, construction and coordination with the RPT design builder for the RPT opening of October 2026.

### FUNDING

The adopted FY 2023/2024 budget for the concession proposal evaluation services associated with the RPT Concession Program includes costs for concession consulting services.

### RECOMMENDATION

Subsequent to the recommendation of the Committee at its meeting immediately preceding the Commission meeting, Staff recommend that the Commission approve the proposed Amendment for additional RPT food and retail concession support services with AirProjects and authorize the Executive Director to execute the same.

**AMENDMENT NO. 1 TO  
PROFESSIONAL SERVICES AGREEMENT**  
(Burbank-Glendale-Pasadena Airport Authority / AirProjects)

This Amendment No. 1 (“First Amendment”) to the May 3, 2024 Professional Services Agreement (“Agreement”) executed by the Burbank-Glendale-Pasadena Airport Authority (“Authority”), a California joint powers agency, and AirProjects, Inc. (“Consultant”), a Virginia corporation, is dated November 18, 2024 for reference purposes.

**RECITALS**

- A. The parties executed the Agreement to provide for the Authority’s retention of Consultant as an independent contractor to perform the following professional services: food and retail concession solicitation consulting services.
- B. The parties desire to amend the Agreement to expand the scope of services and increase the contract limit.

**NOW, THEREFORE**, the parties agree as follows:

**1. Amendment of Section 1.** Paragraphs D and K of Section 1 (Definitions) of the Agreement is amended to read as follows:

“D. ‘Contract Limit’: \$88,165.

K ‘Services’: the tasks set forth in the attached Exhibits A and A1.”

**2. Addition of Exhibit A1.** The attached Exhibit A1 is incorporated into this Agreement.

**3. Counterparts.** This First Amendment may be executed in any number of counterparts, each of which shall be deemed an original and all of which taken together shall constitute one and the same document.

**4. Preservation of Agreement.** Except as expressly modified by this First Amendment, all of the provisions of the Agreement shall remain unaltered and in full force and effect. In the event of a conflict between the provisions of this First Amendment and the provisions of the Agreement, the provisions of this First Amendment shall control.

**[SIGNATURES ON FOLLOWING PAGE]**



**TO EXECUTE THIS FIRST AMENDMENT**, the parties have caused their duly authorized representatives to sign below.

**AirProjects, Inc.**

By: 

By: \_\_\_\_\_

Print Name: Ann F. Ferraguto

Print Name: \_\_\_\_\_

Chairperson  President  Vice President

Secretary  Asst. Secretary  
 Chief Finance Officer  Asst. Treasurer

[Pursuant to California Corporations Code Section 313, both signature lines must be executed unless the signatory holds at least one of the offices designated on each line.]

**Burbank-Glendale-Pasadena Airport Authority**

\_\_\_\_\_  
Frank R. Miller, Executive Director

Approved as to form:

\_\_\_\_\_  
Richards, Watson & Gershon  
A Professional Corporation

**EXHIBIT A1**  
**Supplemental Scope of Services**

(attached)

# HOLLYWOOD BURBANK AIRPORT CONCESSION PROPOSAL EVALUATION CONSULTING SCOPE OF SERVICES



## SCOPE OF SERVICES

### Task 1. Solicitation Assistance

AirProjects would draft two additional addenda for the Food Service and Retail Concession RFP (including drafting responses to additional questions received from proposers) and provide an additional review and mark-up of the concession agreement after input/edits are received from legal counsel. AirProjects would review agreement edits with Airport management.

### Task 2. Proposal Evaluation Assistance

AirProjects would assist the Authority in the assessment and evaluation of proposals received in response to the Food Service and Retail Concession RFP ADM25-01. AirProjects' evaluation would include the following:

- Concept evaluation based on the concept descriptions included in the RFP
- Plan evaluation to determine reasonableness of proposed concepts, brands, and layouts
- Financial analysis of the pro formas submitted by the Proposers, including calculation of scores for the financial offer and proposed capital investment for each proposal
- Draft questions on the concepts, floorplans, and pro formas based on AirProjects' review
- Virtual attendance at one evaluation panel meeting to provide comments on concepts and floorplans and review the pro forma financial analysis

**Deliverable:** AirProjects would provide a table summarizing the results of the financial analyses to Airport management.

## BUDGET

AirProjects estimates the cost of labor to perform Task 1 to be \$3,800 and the cost of labor to perform Task 2 to be \$15,050, for a total cost of \$18,850. No travel is currently budgeted for this work. The budget estimate would be refined to reflect any changes made to the scope of services as mutually determined by AirProjects and the Authority. The Authority would be invoiced monthly based on the hours worked at the time of the invoice. In addition to labor costs, the Authority would be invoiced for all reimbursable expenses, which would include, but not be limited to, the following:

- Actual amount expended on inter-city transportation, including non-reimbursable expenses for trips cancelled or rescheduled by the client
- Actual amount of local transportation, board, and lodging away from corporate offices as may be required in the performance of services
- Charges for photocopying, and color and bulk printing
- Charges for access to, and data extracted from, market databases
- Actual and necessary expenses incurred to which the firm would not be put except for the performance of services, including, but not limited to, printing, binding, reproduction, exhibits, or other items or outside services specifically required or authorized, overnight mail and other non-routine postage, and reasonable out-of-pocket expenses



## COMMUNITY DEVELOPMENT

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**DATE:** November 18, 2024

**TO:** Burbank – Glendale – Pasadena Airport Authority

**FROM:** Community Development Department, Planning Division

**SUBJECT:** Update on the Golden State Specific Plan

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### **BACKGROUND**

The Burbank 2035 General Plan Realization Land Use Program LU-3 calls for the City to prepare a specific plan for the Golden State Area that provides a comprehensive framework for future development and mobility improvements consistent with the Land Use Element and other existing planning documents (e.g., Housing Element, Complete Streets Plan, Greenhouse Gas Reduction Plan), and addresses issues that are specific to the area. City staff has begun work on this effort through work on the Golden State Specific Plan (Specific Plan).

### **The Specific Plan**

The approximately 640-acre Specific Plan Area is located south and east of the Hollywood-Burbank Airport and is generally bounded by Cohasset Street and Interstate 5 to the north; Buena Vista Street to the east; Vanowen Street and Pacific Avenue to the South; and the Hollywood-Burbank Airport and the City boundary with Los Angeles to the west (Attachment 1 – Boundary Map). It includes land zoned for industrial, commercial, and residential uses and two existing Metrolink stations, the Hollywood-Burbank Airport, and a potential High Speed Rail station within the Specific Plan Area. Home to Lockheed from the 1940s to the 1990s, the Specific Plan Area has traditionally been seen as one of the City's industrial hubs and a major employment center. With Lockheed's departure in the 1990s, there was a slowdown in activity within the area. More recently, this area experienced a resurgence through recent development projects and evolution into a major employment and transit hub that includes an eclectic mix of commercial, office, media, hospitality, industrial, and technology businesses, as well as residential developments.

As part of the Specific Plan development, staff has been analyzing land use, infrastructure, transportation, pedestrian, and bicycle amenities, as well as opportunities for new housing that is affordable for all income levels, including the City's workforce and other in-fill development in proximity to major employment and transit centers. Staff is

also analyzing vehicle, bicycle, and pedestrian connectivity within the Specific Plan Area (e.g., neighborhood services, airport, transit, employers, lodging) by confirming consistency with the Burbank2035 General Plan Mobility Element, Bicycle Master Plan, and Complete Our Streets Plan, and studying ways to take advantage of economic development opportunities and job creation around the stations. In conjunction with the Specific Plan, a Program Environmental Impact Report (EIR) is being drafted that provides a comprehensive analysis of the Specific Plan's potential environmental impacts.

### **The Specific Plan - Update**

The current goal is to present a complete policy recommendation to City Council in the Spring of 2025. The Community Development Department has divided the formulation of the Specific Plan into the following five phases:

- Phase 1 – Discovery (Completed)
- Phase 2 – Visioning (Completed)
- Phase 3 – Alternatives/Plan Preparation (Present)
- Phase 4 – Public Review (Winter 2025)
- Phase 5 – Adoption and Implementation (Spring 2025)

Community participation throughout every phase of the Specific Plan's development has been identified as a priority to facilitate a shared community vision that preserves local control in the land development process. City staff and the consultant team continue to work on completing a draft of the Specific Plan and Program EIR with an anticipated release of both for public review in Winter 2025. Staff anticipates both the Specific Plan and Program EIR will be brought to City Council for review and consideration of approval in Spring of 2024.

### **Vision and Guiding Principles**

The Vision and Guiding Principles serve as an idea of what the community would like to see in the study area. These principles were established following a series of presentations to Council, Burbank Boards, Commissions, and Committees, and Community Workshops. For reference, the Vision and Guiding Principles are included in Attachment 2, PowerPoint Presentation.

### **Proposed Land Use Plan and Growth Forecasts**

Consistent with the Vision and Guiding Principles, a draft Proposed Land Use Plan has been prepared. The Plan aims to create a balance between the existing character of the Area, while still facilitating the community's vision and goals moving forward. This is done by:

- Limiting changes to the existing high-density and low-density residential neighborhoods located north of Empire Avenue.
- Facilitating residential development within a ½ mile of the Metrolink Stations, the proposed High Speed Rail Station, and along major corridors.
- Accommodating a balanced combination of commercial and industrial uses – including neighborhood serving uses, and

- Planning in a manner that accounts for existing airport adjacency land use restrictions.

Current growth forecasts show that the Proposed Land Use Plan could result in 7,201 new residential dwelling units and 3,142,307 square feet of new non-residential floor area in the Specific Plan Area by 2035.

In addition, several other district-wide and subarea goals, as well as a general overview of the proposed development standards, are include in Attachment 2.

### **Conclusion**

The Specific Plan presents an opportunity for the City to strategize in a manner that leverages resources in the Specific Plan Area to meet the City’s short-term and long-term planning efforts. By working together with the members of the Burbank community on the proposed improvements, staff will continue to work towards supporting and maintaining a safe, beautiful, and thriving community.

A presentation will be provided to the Burbank – Glendale – Pasadena Airport Authority (Authority) on November 18, 2024, to update the Authority on the project (Attachment 2 – PowerPoint Presentation). The Authority can stay up to date on project updates, as well as news relevant to the specific plan, by visiting the project website at [www.goldenstatesp.com](http://www.goldenstatesp.com) or emailing the specific plan team at [gssp@burbankca.gov](mailto:gssp@burbankca.gov).

### **ATTACHMENT**

Attachment 1 – Golden State Specific Plan Area Boundary Map

Attachment 2 – PowerPoint Presentation



**Attachment 1**

**Golden State Specific Plan Area Boundary Map**



# GOLDEN STATE SPECIFIC PLAN (GSSP)



**Burbank – Glendale – Pasadena Airport Authority**

November 18, 2024

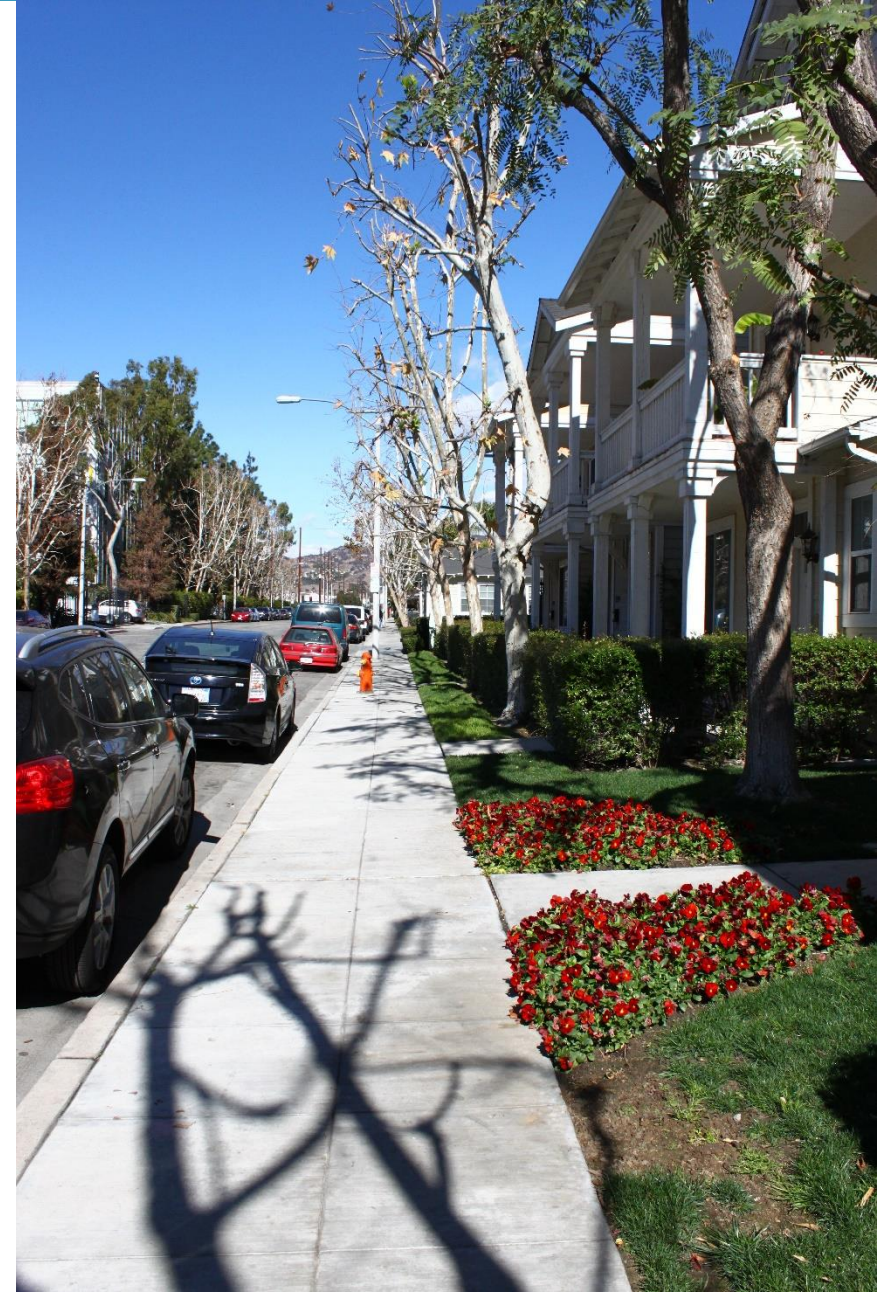


# Agenda



**Meeting Objective:** To update the Authority on the Golden State Specific Plan

- Project Overview, Background, and Timeline
- GSSP Vision and Guiding Principles
- Existing and Proposed Land Use Plan
- Goal Highlights
- Public Realm and Mobility
- Discussion



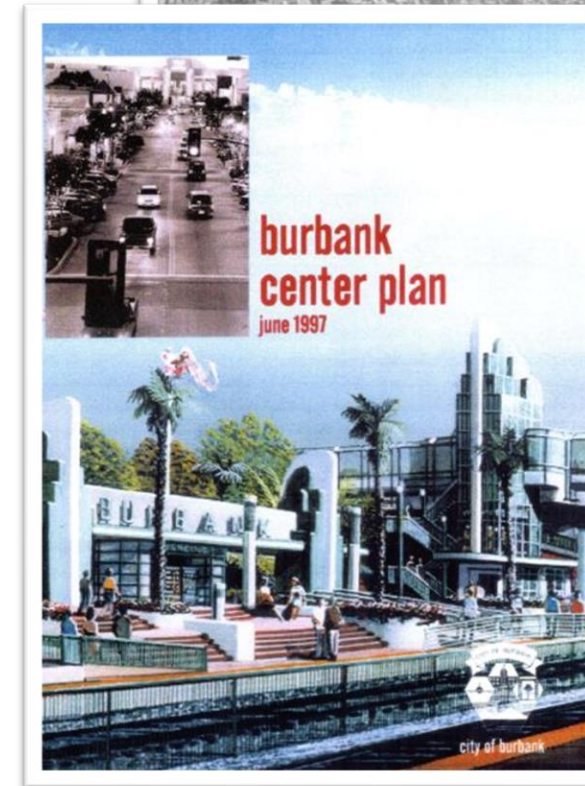
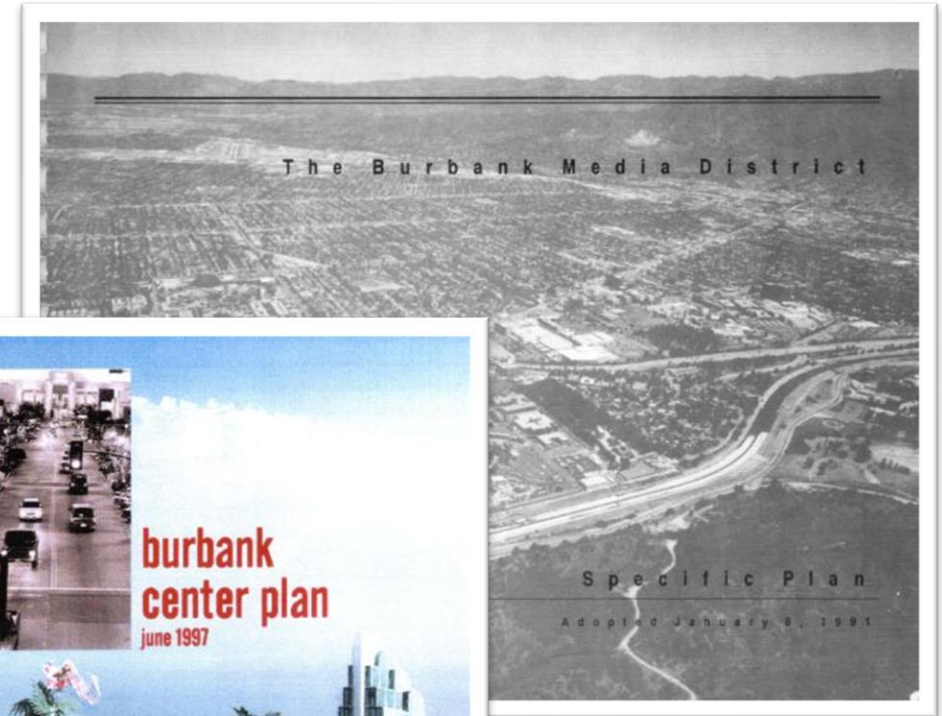
# Project Overview + Background



# What is a Specific Plan?



- Regulatory document that **implements the City's General Plan goals and policies.**
- Allows cities to address the **unique needs and characteristics** of different neighborhoods and districts through **customized land use, development and design standards.**





# Project Components + Study Area

- **Specific Plan**
  - Introduction + Context
  - Vision, Goals, and Policies
  - Public Realm Plan and Street Improvements
  - Private Realm Standards
  - Infrastructure
  - Implementation
  
- **Programmatic EIR**
  - Coordinated with other Specific Plans



Metrolink/Amtrak Station 
 Future HSR Station 
 BUR Terminal 
 Future BUR Terminal

# Project Timeline



## Phase 1

Discovery

**Completed**

## Phase 2

Visioning

**Completed**

## Phase 3

Alternatives  
Development +  
Plan Preparation

**In progress**

## Phase 4

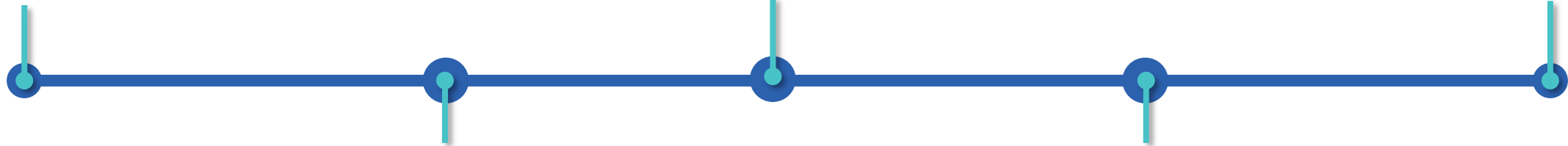
Public Review  
+ Public  
Workshop

**Winter 2025**

## Phase 5

Adoption  
Process

**Spring 2025**



# Vision, Guiding Principles, Approach



# Vision Statement + Guiding Principles



## 3.1 VISION STATEMENT

The Golden State District will be a vibrant economic center, residential neighborhood and multimodal transportation hub that facilitates the preservation of key industries while creating new opportunities for housing and jobs – with an elevated sense of arrival from Hollywood Burbank Airport and the Amtrak, Metrolink, and future High-Speed Rail stations.

- 
- 1. Build a Complete Community**  
Enable the development of well-designed mixed-use and residential neighborhoods that provide access to jobs, amenities, transit, and high-quality open space.
  - 2. Leverage Transportation Assets**  
Leverage the District's tremendous transportation assets — Hollywood Burbank Airport, Metrolink, Metro Bus, and future High-Speed Rail land uses and transit-oriented development.
  - 3. Encourage a Unique District**  
Create a unique District for the City through an emphasis on high-quality urban design, public places, and walkability.
  - 4. Support the District's Economic Engine**  
Maintain and enhance the District's economic engine for the future by fostering industrial and creative uses.
  - 5. Create a Mix of Housing**  
Create new multi-family housing opportunities with diverse types and unit sizes to meet the needs, family sizes, and preferences of a diverse population.
  - 6. Protect Existing Character**  
Support residents by protecting the special character of the existing multi-family and single-family communities.
  - 7. Balance Jobs and Housing**  
Better balance jobs and housing to strengthen the local economy while reducing traffic congestion and dependence on cars.
  - 8. Improve Multimodal Connections**  
Improve multi-modal connections within the District, providing safe opportunities for walking, biking, and transit, and lessening the need for vehicle trips.
  - 9. Foster a Resilient, Sustainable District**  
Foster a resilient, sustainable District through the addition of shade trees, landscaping, and green infrastructure that facilitates the efficient use of natural resources, improves air quality, cools the public realm, and captures stormwater.
  - 10. Support Hollywood Burbank Airport**  
Strengthen the partnership between the City and the Burbank-Glendale-Pasadena Airport Authority on long-term efforts, like the new terminal, to make Hollywood Burbank Airport a world-class facility.



# Vision Statement + Guiding Principles



## 1. Build a Complete Community

Enable the development of well-designed mixed-use and residential neighborhoods that provide access to jobs, amenities, transit, and high-quality open space.

## 2. Leverage Transportation Assets

Leverage the District's tremendous transportation assets — Hollywood Burbank Airport, Amtrak, Metrolink, Metro Bus, BurbankBus, and the future High-Speed Rail station — with supportive land uses and transit-oriented development.

## 3. Encourage a Unique District Identity

Create a unique District identity within the City through an enhanced public realm, high-quality urban design, special public places, and wayfinding.

## 4. Support the District as an Economic Engine

Maintain and enhance the District as a key economic engine for the City, preserving and fostering industrial and commercial business.

## 5. Create a Mix of Housing Types

Create new multi-family and single-family housing opportunities with a mix of housing types and unit sizes to accommodate different needs, family sizes, and income levels.

## 6. Protect Existing Character

Support residents by protecting the special character of the existing multi- and single-family communities.

## 7. Balance Jobs and Housing

Better balance jobs and housing to strengthen the local economy while reducing traffic congestion and dependence on cars.

## 8. Improve Multimodal Connections

Improve multi-modal connections within the District, providing safe opportunities for walking, biking, and transit, and lessening the need for vehicle trips.

## 9. Foster a Resilient, Sustainable District

Foster a resilient, sustainable District through the addition of shade trees, landscaping, and green infrastructure that facilitates the efficient use of natural resources, improves air quality, cools the public realm, and captures stormwater.

## 10. Support Hollywood Burbank Airport

Strengthen the partnership between the City and the Burbank-Glendale-Pasadena Airport Authority on long-term efforts, like the new terminal, to make Hollywood Burbank Airport a world-class facility.





# How are we achieving the vision?



- Create **new mixed-use nodes** centered around existing and future transit stations
- **Increase density and intensity** limits to stimulate new development, including housing production on underutilized parcels
- Establish **new neighborhoods** and “**places**” in areas now allowing housing
- Refine development/design standards to create **higher quality public realm**
- Streamline approval process through **objective design standards**



*New density and intensity to stimulate housing production*



*New development and design standards to support high quality building design, enhanced public realm, and transit ridership*

# How are we achieving the vision?



- Adapt to **post-pandemic economic conditions**
- Focus on **preserving and growing jobs** in key industries such as media and tech with a higher FAR in some areas
- **Complete Streets** and **first/last mile connections** to transit
- **Improve walkability** for residents and employees through sidewalk, street tree and ground floor design requirements
- Increase the amount of **open space and tree canopy** within the District



*Sidewalks with sufficient width support pedestrian travel, trees and amenities, such as bicycle racks, seating, and tree canopies*



*Complete streets and publicly accessible open space to improve the public realm*



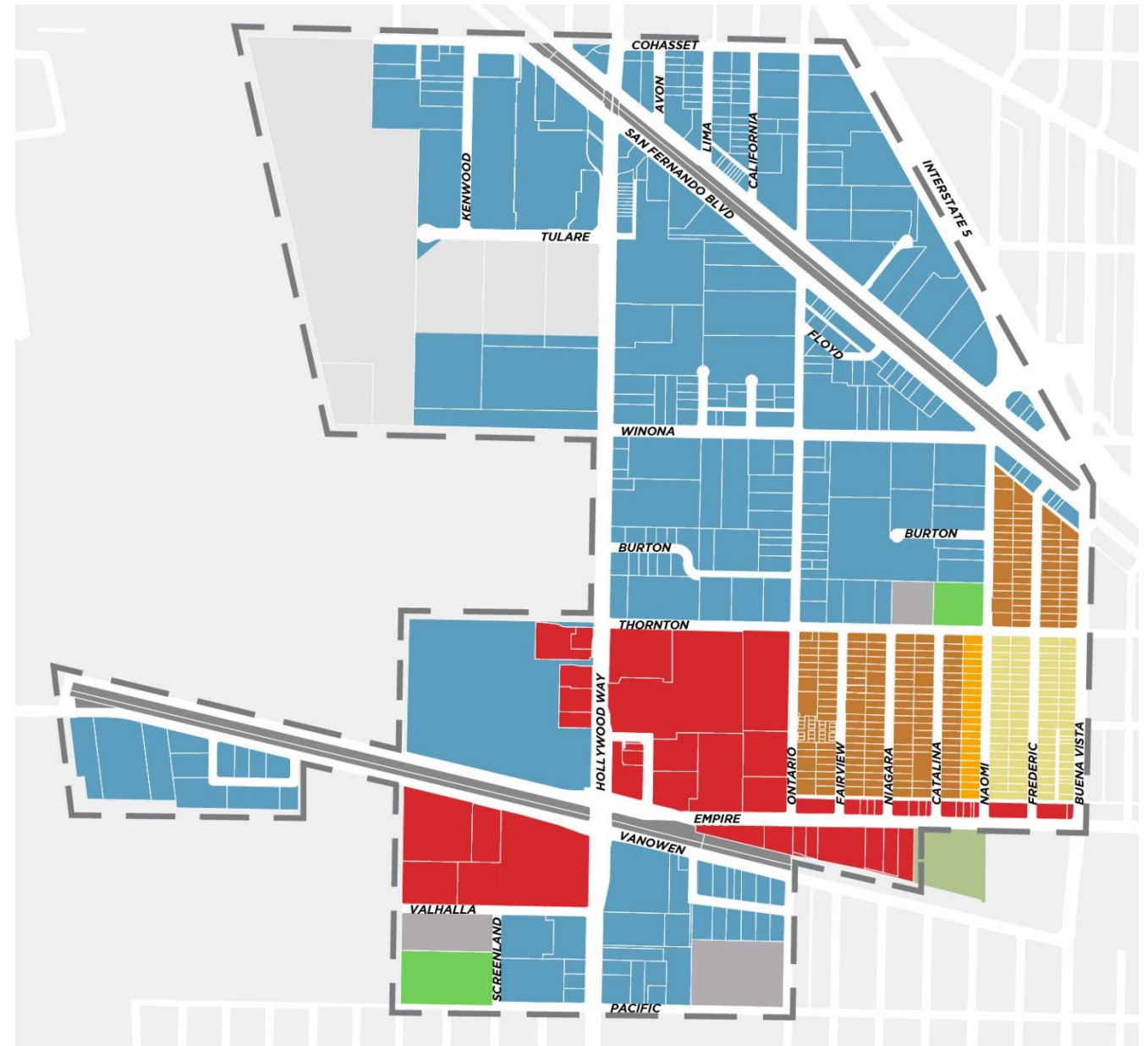
# Existing and Proposed Land Use Plan



# Land Use and Development Standards – Existing

<b>EXISTING</b>		
Land Use	Density	FAR
Golden State Commercial/Industrial	27 du/ac	1.25
Regional Commercial	27 du/ac	1.25
High Density Residential	43 du/ac	0
Medium Density Residential	27 du/ac	0
Low Density Residential	0-14 du/ac	0
Institutional	N/A	N/A
Airport	N/A	N/A
Open Space	N/A	N/A

- Area currently guided by citywide zoning regulations, not specific to this area; GSSP objectives or growth plans not yet considered
- Residential area has development + design standards in place that have not led to significant amount of new housing

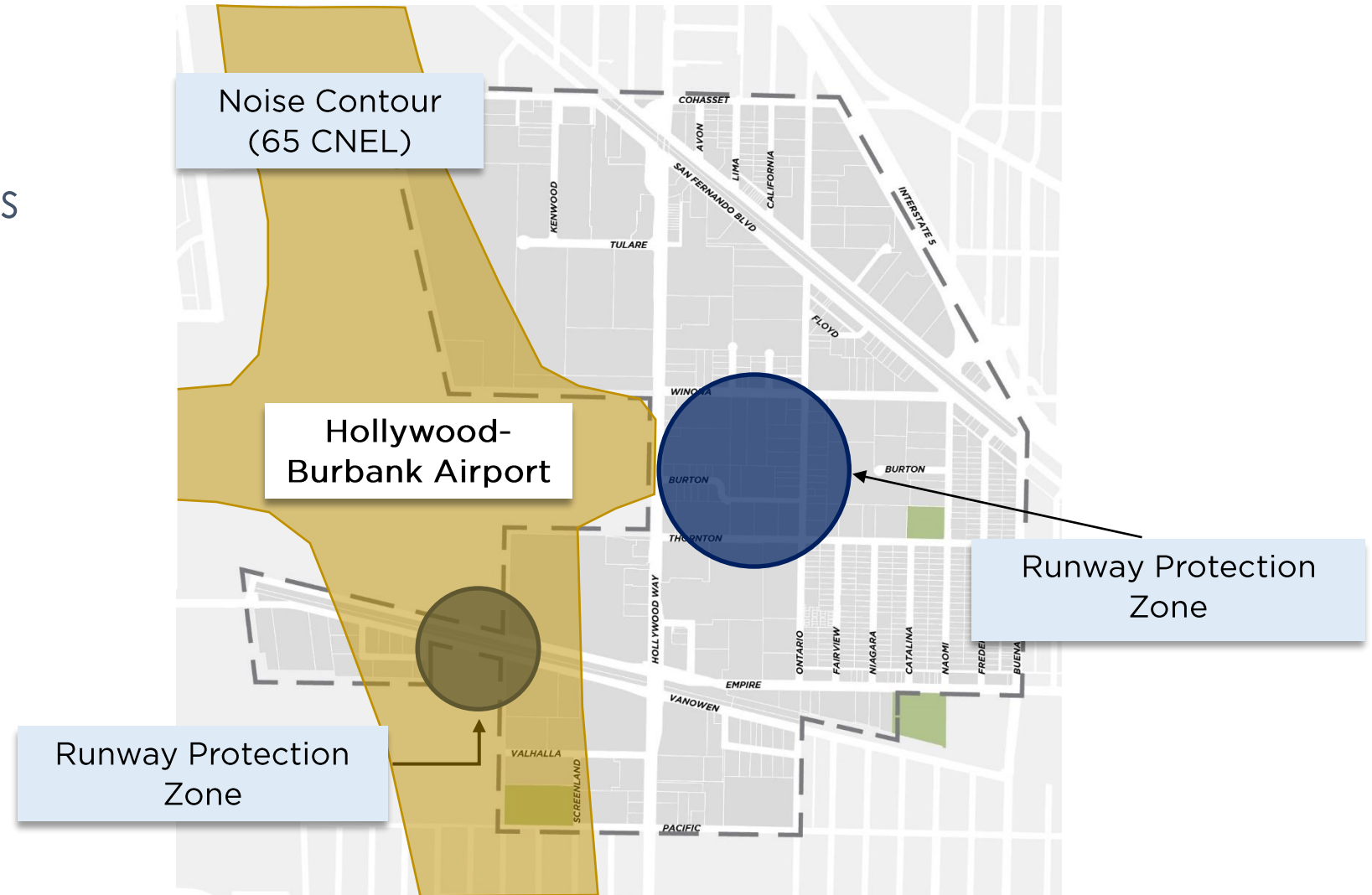


# Airport Adjacency Considerations



## Planning Considerations:

- Runway Protection Zones
- Noise Contours
- Height restrictions



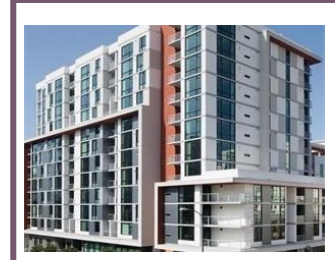
\*This map includes approximate locations of the Noise Contours and Runway Protection Zones.

# Land Use – Proposed

- GS High Mixed-Use
- GS Medium-High Mixed-Use
- GS Medium Mixed-Use
- GS Low Mixed-Use
- GS Industry
- GS Industry Limited
- High Density Residential
- Single Family Residential
- Open Space
- Airport
- Institutional



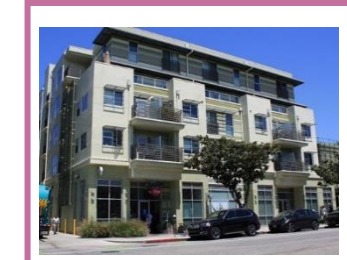
**Golden State High Mixed-Use**



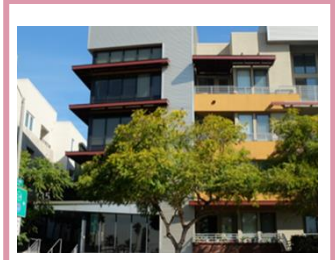
**Golden State Medium-High Mixed-Use**



**Golden State Medium Mixed-Use**



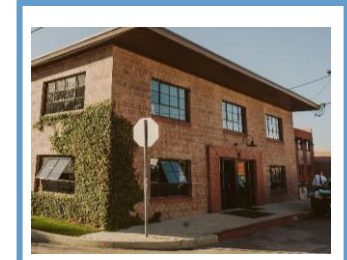
**Golden State Low Mixed-Use**



**Golden State Industry**



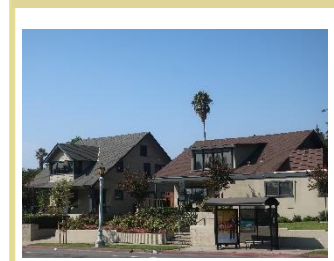
**Golden State Industry Limited**



**High-Density Residential**



**Low-Density Residential**



**Institutional**

**Airport**

**Open Space**

# Overview of Goals





# District-Wide Goals



**Identity:** A community of distinct neighborhoods, each with a strong sense of place, that collectively form a cohesive district and attractive front door to the airport, HSR, and transit stations.



**Housing:** A new center for housing within the City with a variety of housing products and affordability levels that create options for new and existing residents.



**Urban Form:** Urban form and design that promotes walkability, sustainability, and social interactions among neighbors.



**Economic Development:** An economically resilient and diverse district based on a foundation of both small and large employers that take pride in being a part of the District.



# Subarea Goals



## North Station

A high-intensity node that leverages its proximity to transportation hubs with housing and employment growth oriented around walking, biking, and transit.

An ambitious, forward-looking High Speed Rail station area with complementary land uses that improve the traveler experience and provide additional amenities to District residents



*New development in the area can be high-density with a focus on growth around active and public transit options.*



*The subarea includes the Avion development and a Metrolink Station along San Fernando Boulevard.*



# Subarea Goals



## South Station

A new mixed-use neighborhood with a complementary mix of housing, retail, creative office, and modern industrial uses, that leverages nearby transportation assets.



*The subarea is home to Media Studios North and MSG Sphere Studios.*



*The subarea is envisioned to have a mix of uses and encourage publicly-accessible open spaces.*



# Subarea Goals



## Empire Neighborhood

Attractive corridors that are complementary to neighboring residential blocks, providing new housing options and additional amenities within close walking distance



*The subarea is currently characterized by low-density housing with low-scale commercial uses in the south and north.*



*An engaging street environment will be fostered, and “missing middle” housing promoted.*



# Subarea Goals



## Golden State Industry

Attractive corridors that are complementary to neighboring residential blocks, providing new housing options and additional amenities within close walking distance



*The subarea houses an eclectic mix of media, technology, aerospace manufacturing, and other light industrial uses.*

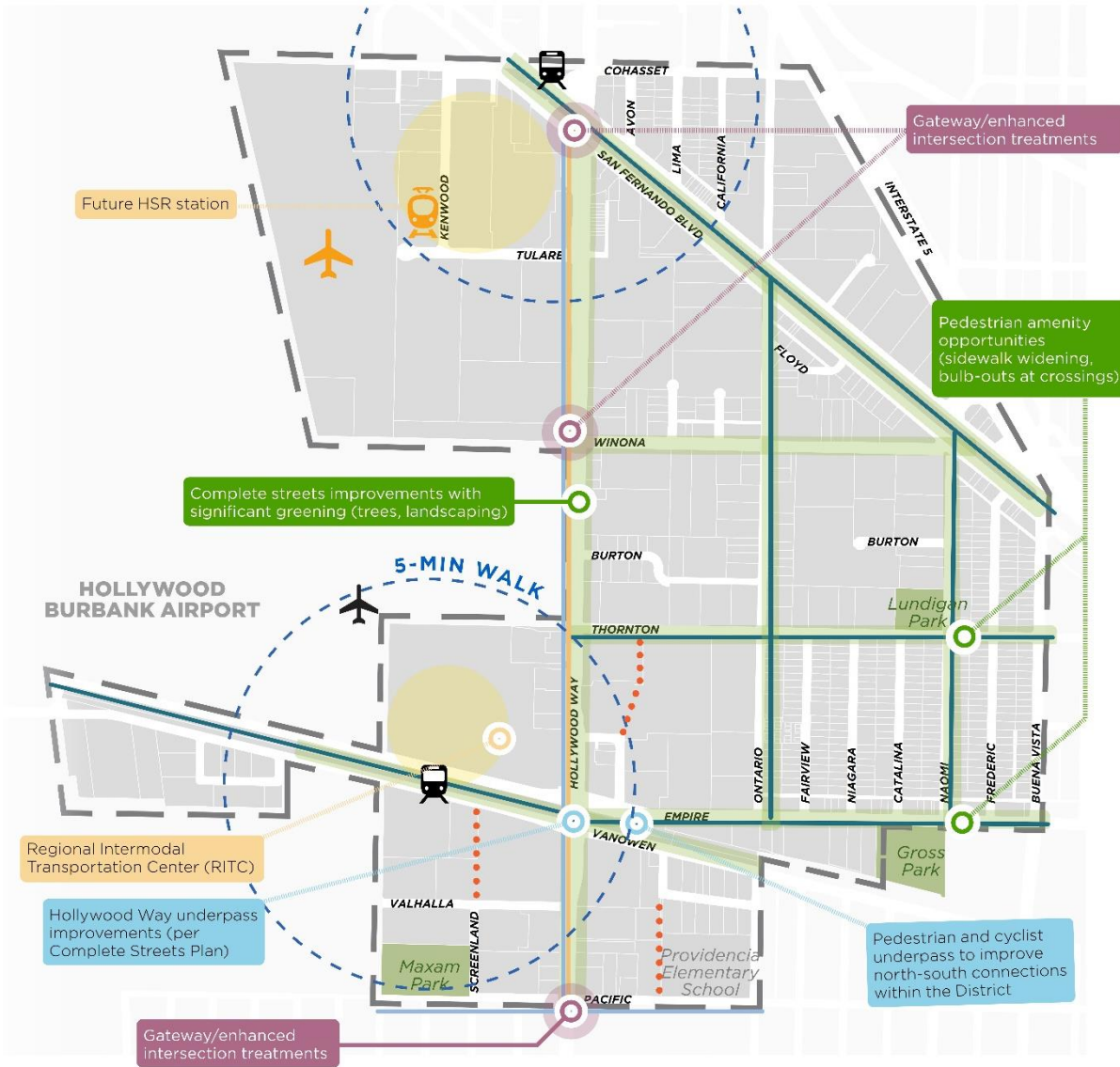


*The plan focuses supporting industrial and commercial uses for a range of industries within the subarea.*

# Public Realm & Mobility



# Public Realm and Mobility



- Gateway/enhanced intersection treatments
- Complete streets improvements with significant greening
- Pedestrian amenity opportunities
- Pedestrian and cyclist underpasses



# Public Realm and Mobility Goals



- **Complete Streets:** A balanced, multimodal mobility system that supports the existing and future diverse residential, industrial, and commercial uses.
- **Active Transportation:** An active transportation network with attractive, efficient, and safe options for pedestrians, cyclists, and other forms of non-vehicular mobility.
- **Sidewalks:** A walkable and engaging pedestrian environment that contributes to the District's sense of place.



*Complete streets and other infrastructure for active and public transportation can support safety and sustainability.*



*Creative interventions such as artful crosswalks contribute to a sense of place and improve safety; shaded sidewalks with amenities provide safe and comfortable paths for pedestrian travel.*



# Public Realm and Mobility Goals



- **Public Transit:** Major transit hubs that are linked to the city, to local neighborhoods, and to each other.
- **Urban Greening:** A greener, more sustainable District that helps beautify the community and create a more resilient neighborhood for the future.
- **Open Space:** Pleasant, frequent open spaces that add places for both passive and active recreation, providing a high quality of life and creating opportunities for social engagement.



*Improvements to transit service, street trees, and landscaping will be encouraged*



# Public Realm and Mobility Goals



- **Parking:** Provision of enough parking supply for a TOD district, supporting the needs of businesses, residential uses, and transportation assets.
- **Transportation Demand Management:** A transportation network, appropriately scaled, that reduces vehicular demand on the District's roadways by leveraging new programs.



*New programs such as shuttle services and strategies and programs such as carpooling, Metro Micro, and expansion of transportation organizations can contribute to an appropriately scaled transportation network*



*Driveway, parking structure, and parking landscape standards can contribute to enhanced public realm*

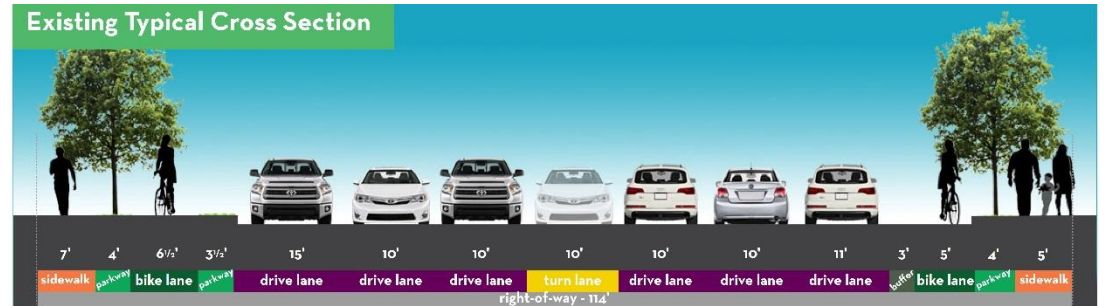
# Mobility Improvements by Street



1

## Hollywood Way

Tulare Avenue to Winona Avenue



NOT TO SCALE



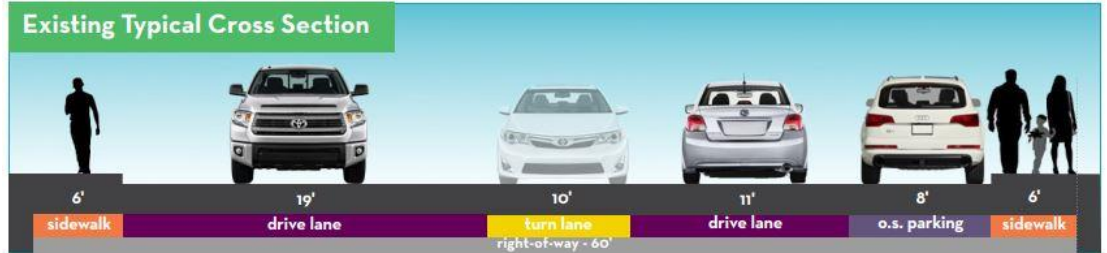
# Mobility Improvements by Street



5

## Thornton Avenue

Hollywood Way to Ontario Street



# Development Standards



# Development Standards



**Building Form**



**Building Frontage**



**Open Space**



**Public Realm**



**Parking**

# Development Standards

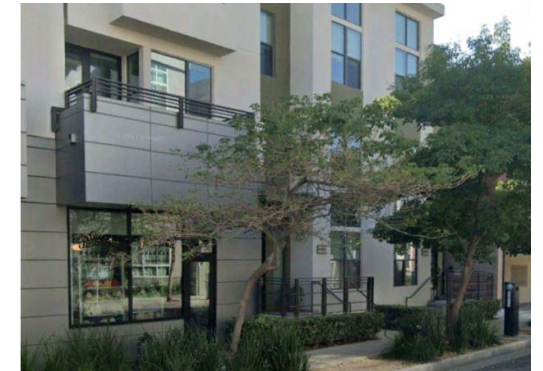


## Building Form

- Commercial FAR
- Residential density (du/ac)
- Setback ranges (min-max)
- Height limits
- Street stepbacks
- Façade modulation
- Tower standards



*Building form standards will include setback ranges, height limits, and façade modulation.*



*Mixed-use development with gradual transitions to the street; a mix of residential density accommodates different housing types.*



# Development Standards

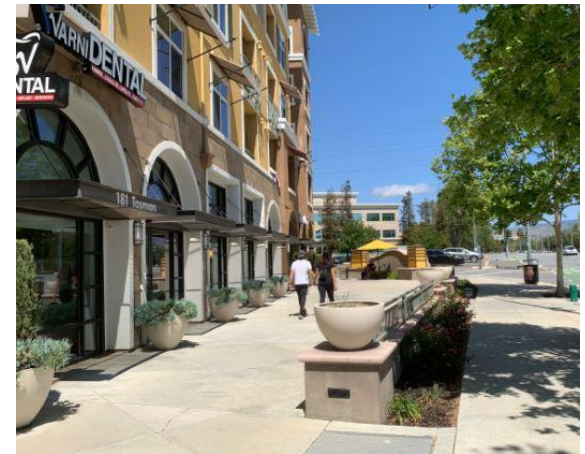


## Building Frontage

- Entrance (location, frequency)
- Ground floor elevation
- Ground floor height
- Transparency (windows)
- Shading (canopies, awnings)
- Walls and fences
- Lighting (pedestrian-scale)



*Building frontages standards will include shading and transparency.*



*Pedestrian-scaled lighting and doors and windows facing the sidewalk are some of the elements that can foster connection between private and public realm.*



# Development Standards



## Open Space

- Minimum area
- Private open space (balconies, patios)
- Common open space (courtyards, roof decks)
- Publicly accessible open space (plazas)
- General site landscaping



*Public and private open spaces and site landscaping will be encouraged throughout the district.*



# Development Standards



## Public Realm

- Sidewalks (width)
- Parkways (width, length)
- Street trees (frequency, soil volume)



*Sidewalks, parkways, and street trees contribute to welcoming and comfortable public realm*

# Development Standards



## Parking

- Minimum parking (simplified)
- Driveways (width, frequency)
- Parking layout (setbacks, landscaping)
  - Surface parking
  - Structured parking



*Driveway, parking structure, and parking landscape standards can contribute to enhanced public realm*



# Implementation



- Continued coordination with HSR as station planning continues
  - Potential for masterplan as vehicle for continued proactive planning
- Coordination with Airport Authority as new terminal is constructed
- Streetscape improvements (trees, furniture, parkways, lighting) to supplement private investments
- Synergies with GHG Reduction Plan
- Continued coordination with Economic Development team to attract new companies to the district



# Next Steps



- Draft GSSP and EIR to be released Winter 2025
- Workshop #4 to be held following Draft GSSP release
- Refinements to GSSP based on public feedback
- Adoption process begins in Spring 2025



## CONTACT:

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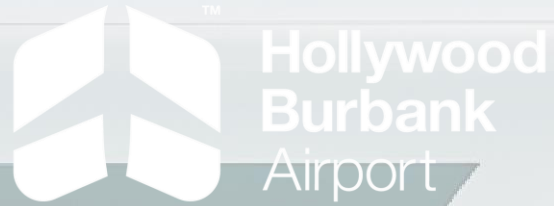
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