



May 31, 2018

CALL AND NOTICE OF A REGULAR MEETING OF THE
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE
OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTICE is hereby given that a regular meeting of the Legal, Government and Environmental Affairs Committee will be held Monday, June 4, 2018, at 10:30 a.m. (or immediately following the Commission meeting), in the Burbank Room of Hollywood Burbank Airport, 2627 Hollywood Way, Burbank, California 91505.

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

REGULAR MEETING
OF THE
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE

Burbank Room
Monday, June 4, 2018
10:30 A.M., or Immediately Following
The Conclusion of the
Airport Authority Meeting

As a result of the convening of this meeting of the Legal, Government and Environmental Affairs Committee, each Committee member in attendance is entitled to receive and shall be provided \$200.



The public comment period is the opportunity for members of the public to address the Committee on agenda items and on airport-related non-agenda matters that are within the Committee'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 of the public are requested to observe the following decorum when attending or participating in meetings of the Committee:

- *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 Committee 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 Committee's subject matter jurisdiction.*
- *Limit comments to five 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 Committee 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. March 12, 2018
4. Item for Information
 - a. AQMD Update

[See page 1]

No staff report is attached. Staff will update committee on AirCAAP, a proposed MOU between the airport and the South Coast Air Quality Management District (SCAQMD).

5. Adjournment

**MINUTES OF THE SPECIAL MEETING OF THE
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

MONDAY, MARCH 12, 2018

A special meeting of the Legal, Government and Environmental Affairs Committee was called to order on this date in the Burbank Room, 2627 Hollywood Way, Burbank, California, at 9:00 a.m., by Chairman Wiggins.

ROLL CALL

Present: Commissioners Wiggins and Sinanyan

Absent: Commissioner Madison

Also Present: Staff: Frank Miller, Executive Director; John Hatanaka, Senior Deputy Executive Director; Lucy Burghdorf, Director of Public Affairs and Communications; Sarah Sheehy, Senior Director, Government and Public Affairs; Rachael Warecki, Public Relations and Media Specialist; Maggie Martinez, Manager, Noise and Environmental Compliance

Airport Authority Counsel: Terence R. Boga of Richards, Watson & Gershon

Airport Authority Legislative Consultant (via teleconference): Kristian Foy, Michael J. Arnold & Associates

1. Approval of Agenda

The Committee approved the agenda (2-0, one absent).

2. Public Comment

There were no public speakers.

3. Approval of Minutes

a. February 20, 2018

Commissioner Sinanyan moved approval of the minutes of the February 20, 2018, meeting. The minutes were approved (2-0, one absent).

Staff requested that agenda item 5.a., be taken out of order. There being no objection from the Committee, the next item was item 5, Items for Discussion, followed by agenda item 4, Contracts and Leases.

initial three-year period, the proposed PSA includes two (2) one-year options to extend, with a 5% escalation fee.

Staff noted that the website was launched in December 2015 and Counterintuity has maintained it since. The Authority has since executed two (2) 12-month change orders to extend the scope of Counterintuity's services at a rate of \$2,875 per month.

Ongoing website maintenance and SEO will continue to help members of the public find the website quickly and easily, as well as continue to demonstrate the Authority's commitment to transparency throughout the replacement passenger terminal concept validation process, design charrette workshops, and Environmental Impact Study.

Following the presentation, Staff recommended that the Committee recommend to the Commission for approval of the Professional Services Agreement to Counterintuity, LLC for the maintenance and Search Engine Optimization of the replacement terminal website.

Motion

Commissioner Wiggins moved approval of Staff's recommendation, seconded by Commissioner Sinanyan.

Motion Approved

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

c. Substation Reimbursement Agreement; Substation Capacity Assignment Agreement

Staff reported that the Substation Reimbursement Agreement with Burbank Industrial Investors ("BII") provides for the Authority's payment of \$2,146,667 to BII as reimbursement for 33% of the \$6,440,000 aid-in-construction fee that BII has paid to the City to expedite completion of a new 67 mega-volt amperes ("MVA") three-bank Burbank Water and Power ("BWP") community substation. Among other parcels, the new substation will serve BII's property (the former B-6 Trust Property) and the Airport northeast quadrant, which is the preferred site for the Replacement Passenger Terminal.

The Substation Capacity Assignment Agreement ("Capacity Assignment Agreement") provides for the City's commitment to make 5 MVA of the new substation's capacity available for energization of the Airport northeast quadrant. Further, the Capacity Assignment Agreement provides for the Authority's

Staff recommended that the Committee recommend to the Commission approval of the proposed Substation Reimbursement Agreement and the proposed Capacity Assignment Agreement, and that the President be authorized to execute such contracts with any non-substantive amendments deemed acceptable by the General Counsel.

Motion

Commissioner Wiggins moved approval of Staff's recommendation.

Motion Approved

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

5. Adjournment

There being no further business, the meeting was adjourned at 9:45 a.m.