



January 15, 2016

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, January 18, 2016, in observance of Martin Luther King, Jr., Day. Therefore, the regular meeting of the Burbank- Glendale-Pasadena Airport Authority scheduled for Monday, January 18, 2016, 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, January 19, 2016, 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, January 19, 2016

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 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 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. Commission Minutes (For Approval)

1) December 7, 2015

[See page 1]

b. Update: Nimble Storage Array Purchase and Installation Services for Primary Network

[See page 11]

6. ITEMS FOR COMMISSION APPROVAL

- a. Replacement Terminal Project
Financial Feasibility Services
Airline Technical and Financial Representation *[See page 12]*
- b. Award of Contract, Project Number E15-12
Emergency Generator Replacement Project, Phase 2 *[See page 30]*
- c. Award of Contract, Project Number E15-14
Seismic Stabilization of Fire Department Trailers *[See page 34]*

7. ITEMS FOR COMMISSION DISCUSSION

- a. 2015 Charity Drive Results *[No Staff Report]*
- b. Update: Transportation Network Company ("TNC") Operation *[No Staff Report]*
- c. New Southwest Airlines Service *[No Staff Report]*

8. ITEMS FOR COMMISSION INFORMATION

- a. Update: Airport Terminal WiFi Improvements *[No Staff Report]*
- b. Airline Schedule Analysis *[See page 37]*
- c. November 2015 Passenger/Cargo Statistics and
Parking Information *[See page 39]*

9. 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: Matt Hargrove (CBRE, Inc.)
Negotiating Party: Overton Moore Properties
Under Negotiation: Price and Terms of Payment

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: Matt Hargrove (CBRE, Inc.)
Negotiating Party: Siegel & Associates
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)

Name of Case: Burbank-Glendale-Pasadena Airport Authority v. Affordable Storage, LLC (Case No. EC064286)

Name of Case: Burbank-Glendale-Pasadena Airport Authority v. Arsual Investments (Case No. EC0643934)

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

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

Consultation with Director of Public Safety

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

1) Title: Executive Director

2) Title: Senior Executive Director

f. CONFERENCE WITH LABOR NEGOTIATORS
(California Government Code Section 54957.6)

Authority Representative: President Frank Quintero
Unrepresented Employee: Executive Director

10. ADJOURNMENT

COMMISSION NEWSLETTER

January 19, 2016

[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. COMMISSION MINUTES, DECEMBER 7, 2015 – The draft minutes of this meeting are attached for Commission review and approval.
- b. UPDATE: NIMBLE STORAGE ARRAY PURCHASE AND INSTALLATION SERVICES FOR PRIMARY NETWORK – A staff report is included in the agenda packet. Staff seeks the Commission's note and file of Staff's action to award the purchase order for Nimble Storage arrays to AMS.NET, Inc. in the amount of \$134,670.87. This action by Staff substituted the vendor previously approved by the Commission to supply this equipment.

6. ITEMS FOR COMMISSION APPROVAL

- a. REPLACEMENT TERMINAL PROJECT, FINANCIAL FEASIBILITY SERVICES, AIRLINE TECHNICAL AND FINANCIAL REPRESENTATION – A staff report is included in the agenda packet. Staff has received a request from the BUR Airline Airport Affairs Committee to provide airline technical and financial representation to support Authority efforts to define the financial feasibility of the proposed 14-gate Replacement Terminal Project. At the December 7, 2015, Finance and Administration Committee meeting, the Committee voted unanimously (3–0) to recommend to the Commission that it approve a Professional Services Agreement (“PSA”) with Airport & Aviation Professionals, Inc, dba AvAirPros, on a time and materials basis, not to exceed the amount of \$100,000, to provide this AAAC-requested airline technical and financial representation for a period of one year.
- b. AWARD OF CONTRACT, PROJECT NUMBER E15-12, EMERGENCY GENERATOR REPLACEMENT PROJECT, PHASE 2 – A staff report is included in the agenda packet.

In order to address the critical need of the Airport to have immediate and continuously reliable back-up power to the Terminal Complex, it is essential that the project move forward as soon as possible. Therefore, subject to the recommendation of the Operations and Development Committee, this item has been placed on the Commission's agenda for consideration at its meeting immediately following the Committee's meeting.

Staff seeks Commission authorization to award a construction contract in the amount of \$1,728,569 to Pacific Industrial Electric for Phase 2 of the Emergency Generator Replacement Project. In addition, Staff seeks a recommendation to award a sole source time and materials purchase order to AECOM for Construction Administration and Inspection Services for Phase 2 in an amount not to exceed \$130,000. Staff

also seeks approval of an approximate 10% contingency in the amount of \$173,000 to permit Staff to authorize any necessary changes in the scope of the project during the course of construction.

- c. **AWARD OF CONTRACT, PROJECT NUMBER E15-14, SEISMIC STABILIZATION OF FIRE DEPARTMENT TRAILERS** – A staff report is included in the agenda packet.

In order to address the condition of the structural support of the Airport Fire Station trailers prior to a seismic event, subject to the recommendation of the Operations and Development Committee, this item has been placed on the Commission's agenda for consideration at its meeting immediately following the Committee's meeting.

Staff seeks Commission authorization to award a construction contract in the amount of \$78,230 to New Vision Construction to install seismic strengthening to support the Airport Fire Station trailers. Staff also seeks authorization of an approximate 10% contingency in the amount of \$7,800 to permit Staff to authorize any necessary changes in the scope of the project during the course of construction.

7. ITEMS FOR COMMISSION DISCUSSION

- a. **2015 CHARITY DRIVE RESULTS** – No staff report is attached. Staff will update the Commission on the results of charity drives for the recent holiday season. This year's recipients from the City of Glendale are Ascencia, an organization which assists the homeless, and the Glendale Youth Alliance, whose mission is to provide jobs and employment preparedness training for Glendale's low-income youth.
- b. **UPDATE: TRANSPORTATION NETWORK COMPANY ("TNC") Operation** – No staff report is attached. Staff will update the Commission on the new layout within the short-term parking structure to accommodate the TNC operation at the Airport.
- c. **NEW SOUTHWEST AIRLINES SERVICE** – No staff report is attached. Staff will update the Commission on the announcement by Southwest Airlines that it will inaugurate service to Dallas Love Field on June 5, 2016. Also, Southwest Airlines began service to San Francisco with its inaugural flight to SFO on January 6, 2016.

8. ITEMS FOR COMMISSION INFORMATION

- a. **UPDATE: AIRPORT TERMINAL WIFI IMPROVEMENTS** – No staff report is attached. Staff will update the Commission on the status of recent Airport Terminal WiFi upgrades and improvements.
- b. **AIRLINE SCHEDULE ANALYSIS** – A staff report is included in the agenda packet. Attached to the staff report for noting and filing is a schedule analysis reflecting changes in service, fleet mix and scheduled operating times for one airline, Southwest Airlines, serving Bob Hope Airport. After incorporating these changes the noise impact area is projected to increase by 0.25 acres.

- c. **NOVEMBER 2015 PASSENGER/CARGO STATISTICS AND PARKING INFORMATION** – The November passenger count of 337,572 was up 3.70% from last year's 325,515 and the total for the first 11 months of the year is up 2.24% at 3,607,394 compared to 3,528,389 through November 2014. Total airline seats in November increased by 3.41%, from 437,162 in 2014 to 452,066 in 2015. Air Cargo volume declined 3.85% to 8,322,100 pounds in November 2015, and the year-to-date tally of 98,098,936 pounds is down 3.35%. Airline Aircraft operations, including Air Taxi operations, were virtually unchanged in the first 11 months of the year in comparison to 2014. A complete report is included in the agenda packet.

[Regarding non-agenda items]

NEWS RELEASES

December 8, 2015 – Airport Authority Announces Launch of Redesigned Website

December 8, 2015 – Southwest Airlines Announces Nonstop Service Between Burbank Bob Hope Airport and Dallas Love Field