



November 15, 2013

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 Monday, November 18, 2013, 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

Regular Meeting of Monday, November 18, 2013

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. PUBLIC COMMENT
4. ITEMS FOR COMMISSION APPROVAL
  - a. Regional Intermodal Transportation Center  
Consolidated Rental Car Facility, Financial Status Review, and  
Approval of Copelan Consulting LLC  
Contract Extension and Work Order No. 5
  - b. Grant Fund Exchange with Los Angeles County  
Metropolitan Transportation Authority

**[See page 1]**

**[See page 9]**

5. ITEMS FOR COMMISSION INFORMATION

- a. Free Shuttle Service – Metrolink and Metro Activity Update

[See page 33]

6. CLOSED SESSION

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

Property: B-6 Property Easements  
Authority Negotiator: Executive Director  
Negotiating Party: City of Burbank  
Under Negotiation: Price and Terms of Payment

Property: A-1 North Property Easements  
Authority Negotiator: Executive Director  
Negotiating Party: City of Burbank  
Under Negotiation: Price and Terms of Payment

Property: 2736–2760 Hollywood Way  
Authority Negotiator: Executive Director  
Negotiating Party: Successor Agency, City of Burbank  
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leasehold  
Authority Negotiator: Executive Director  
Negotiating Party: Alaska Airlines; Delta Airlines; jetBlue Airways; SeaPort Airlines; Southwest Airlines; United Air Lines; US Airways  
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leasehold  
Authority Negotiator: Executive Director  
Negotiating Party: Enterprise Rent-a-Car Company of Los Angeles, LLC; The Hertz Corporation; Avis Budget Car Rental LLC; Budget Rent a Car of Southern California; DTG Operations, Inc.; Fox Rent A Car; Midway Car Rental  
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: In re Petition of Burbank-Glendale-Pasadena Airport Authority for Order Permitting Entry on Property (Union Pacific) (Case No. BS131944)

Name of Case: Fox Rent-A-Car, Inc. v. Burbank-Glendale-Pasadena Airport Authority (Case No. BC517650)

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: McCarthy Building Companies  
Change Order Requests

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 Deputy Executive Director

7. ADJOURNMENT

## COMMISSION NEWSLETTER

November 18, 2013

*[Regarding agenda items]*

### 4. ITEMS FOR COMMISSION APPROVAL

- a. REGIONAL INTERMODAL TRANSPORTATION CENTER, CONSOLIDATED RENTAL CAR FACILITY, FINANCIAL STATUS REVIEW, AND APPROVAL OF COPELAN CONSULTING LLC CONTRACT EXTENSION AND WORK ORDER NO. 5 – A staff report is included in the agenda packet. At the November 4, 2013, meeting of the Finance and Administration Committee, the Committee voted 3-0 to recommend to the Authority that it authorize Staff to:

- utilize Increment III of the budgeted contingency for the RITC project;
- utilize an additional amount of \$650,000 in PFC revenues to complete the Elevated Walkway; and
- execute an amendment to the Copelan Consulting agreement to extend the term to June 30, 2014, and execute Work Order No. 5 to secure consulting services on a time and materials basis not to exceed \$85,000 for continued support and coordination of the rent-a-car tenant improvement-related construction, activation and opening of the Consolidated Rental Car Facility, and assist Staff with the reallocation of space in conjunction with the development of a replacement lease for the current Empire Avenue rental car service support site.

Since the commencement of construction of the Regional Intermodal Transportation Center/Consolidated Rental Car Facility in July 2012, Staff and the contracted Program Management team have reported to the Airport Authority the status of construction expenditures on the project relative to the approved Plan of Finance prepared in conjunction with the Series 2012 Bond issue.

With the completion of the Replacement Parking Structure component of the project and approximately 73 percent of the remaining project components constructed, Staff brings to the Authority an update of the project budget, the contingency utilized to date and a forecast of its use through the end of construction, and the Customer Facility Charge revenues collected through September 2013.

- b. GRANT FUND EXCHANGE WITH LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY – A staff report is included in the agenda packet. Staff seeks Commission approval of an exchange of the Authority's remaining Surface Transportation and Uniform Relocation Assistance Act (STURAA) grant

funds for Measure R from the Los Angeles County Metropolitan Transportation Authority ("Metro"). To facilitate this change Staff also seeks Commission adoption of the attached draft resolution that:

- Authorizes the Executive Director to transmit to Metro a letter memorializing the Authority's commitment of its remaining STURAA grant funds (approximately \$858,000) as additional financial support for Metro's development and implementation of a new Metrolink Station at Hollywood Way and San Fernando Road; and
- Authorizes the Executive Director to execute contract documents that memorialize Metro's commitment to provide the Authority with Measure R funds as follows: (i) approximately \$601,000 to be used as the local match for the Authority's Federal Transit Administration grant and used on construction work for the Regional Intermodal Transportation Center and Bob Hope Airport Train Station improvements; and (ii) approximately \$294,536 to be used as remaining local reimbursement for the Authority's STURAA grant local match payment.

#### 5. ITEMS FOR COMMISSION INFORMATION

- a. FREE SHUTTLE SERVICE – METROLINK AND METRO ACTIVITY UPDATE – No staff report is attached. Staff will update the Commission on the utilization of the free shuttle service between Burbank Bob Hope Airport and Metrolink and Metro Stations during the first quarter of the new fiscal year.