



September 4, 2015

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

The Airport Authority administrative offices will be closed on Monday, September 7, 2015, in observance of Labor Day. Therefore, the regular meeting of the Legal, Government and Environmental Affairs Committee scheduled for Monday, September 7, 2015, at 10:30 a.m. in the Burbank Room of the Bob Hope Airport has been cancelled.

NOTICE is hereby given that a special meeting of the Legal, Government and Environmental Affairs Committee will be held Tuesday, September 8, 2015, at 10:30 a.m. (or immediately following the conclusion of the special Airport Authority meeting) 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

SPECIAL MEETING
OF THE
LEGAL, GOVERNMENT AND
ENVIRONMENTAL AFFAIRS COMMITTEE

Burbank Room
Tuesday, September 8, 2015
10:30 A.M. or Immediately Following
the Conclusion of the
Special Airport Authority Meeting

NOTE TO THE PUBLIC: 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.

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

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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.

A G E N D A

1. Approval of Agenda
2. Public Comment
3. Contracts and Leases
 - a. Award of Contract to Gail M. Goldman, LLC, for Airport Art Consultant Services
 - Staff Report Attached

[See page 1]

Staff seeks a Committee recommendation to the Commission to award a lump-sum professional services agreement in the amount of \$22,500 to Gail M. Goldman, LLC, for Airport Art Consultant Services, to coordinate the art selection, the approval process between all of the municipal stakeholders, and installation to satisfy the City of Burbank Art in Public Places requirement for the Regional Intermodal Transportation Center at the Bob Hope Airport.

b. Amendment No. 1 to Professional Services Agreement
Conway Consulting, Ltd.

- Staff Report Attached

[See page 6]

Staff seeks a Committee recommendation to the Commission that it approve an amendment to the professional services agreement with Conway Consulting, Ltd., copy attached, providing for a one-year extension to the term of the agreement. This extension will be for continued planning and engineering support services that Conway Consulting has provided to the Authority over the past year, primarily supporting the replacement terminal project. The proposed amendment to the Agreement provides for a monthly lump-sum fee of \$15,200 per month (\$182,400 annually) that would continue to provide no less than 80 hours per month of on-airport service. This amount includes a 2.7% CPI increase of \$400 per month from the current monthly fee of \$14,800. This monthly fee represents an hourly rate of \$190, an increase from the current \$185 per hour fee.

4. Other Legal, Government and Environmental Matters

a. Revised Airport Procedure for Records Retention and Destruction

- Staff Report Attached

[See page 10]

Staff seeks a Committee recommendation to the Commission for adoption of a draft resolution establishing a revised Airport Procedure No. 2150 for records retention and destruction.

5. Closed Session

a. Conference with Real Property Negotiators
(California Government Code Section 54956.8)

Property:	B-6 Adjacent Property (Part of the former Lockheed Plant B-6 Property located in the City of Burbank adjacent to the Bob Hope Airport and roughly bounded by Hollywood Way, parts of Cohasset Street (Los Angeles), and Winona Avenue)
Authority Negotiator:	Executive Director
Negotiating Party:	City of Burbank
Under Negotiation:	Price and Terms of Payment for the Sale, Exchange or Lease of Easements and Use Restrictions

Property:	B-6 Trust Property (Part of the former Lockheed Plant B-6 Property located in the City of Burbank and roughly bounded by B-6 Adjacent Property, San Fernando Road, Hollywood Way, and Winona Avenue)
Authority Negotiator:	Executive Director
Under Negotiation:	Price and Terms of Payment

Property: Hangar 37
Authority Negotiator: Executive Director
Negotiating Party: GTC Management Services
Under Negotiation: Price and Terms of Payment

- b. Conference with Legal Counsel – Existing Litigation
(California Government Code Section 54956.9(d)(1))

Name of Case: Burbank-Glendale-Pasadena Airport Authority v. Affordable Storage, LLC (Case No. 15P03076)

- c. Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation (California Government Code Section 54956.9(d)(2)):
One potential case. Facts and Circumstances: FAA Runway Safety Area
Determinations

- d. Threat to Public Services or Facilities
(California Government Code Section 54957(a))

Consultation with Director of Public Safety

6. Adjournment