



October 31, 2019

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

NOTICE is hereby given that a special meeting of the Legal, Government and Environmental Affairs Committee will be held Monday, November 4, 2019, at 9:30 a.m., or immediately following the Commission meeting, in the Burbank Room of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California 91505.

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

SPECIAL MEETING  
OF THE  
LEGAL, GOVERNMENT AND ENVIRONMENTAL AFFAIRS COMMITTEE

Burbank Room  
Monday, November 4, 2019  
9:30 a.m., or Immediately Following  
the Conclusion of the  
Commission 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 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 4, 2019

1. Approval of Agenda

2. Public Comment

3. Approval of Minutes

a. October 21, 2019

**[See page 1]**

4. Items for Information

a. State Legislative Update

- **No staff report attached**

***Included in the agenda package is a State of California Legislative Status Report prepared by Arnold & Associates. Kristi Foy from Arnold & Associates and Staff will provide a state legislative update.***

5. Closed Session

a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant Exposure to Litigation (California Government Code Section 54956.9(d)(2)): 1 potential case. Facts and Circumstances:

1) FAA Southern California Metroplex Project

6. Adjournment

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

**MONDAY, OCTOBER 21, 2019**

A regular meeting of the Legal, Government and Environmental Affairs Committee was called to order on this date in the Burbank Room, 2627 N. Hollywood Way, Burbank, California, at 10:08 a.m., by Chairman Wiggins.

**AB 23 Disclosure:** The Assistant Board Secretary announced that, 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.

**ROLL CALL**

**Present:** Commissioners Wiggins, Madison and Agajanian

**Absent:** None

**Also Present:** Staff: Frank Miller, Executive Director;  
Mark Hardymont, Director of Transportation and  
Environmental Programs; Patrick Lammerding,  
Deputy Executive Director, Planning and  
Development; Sarah Paulson Sheehy, Senior  
Director of Government and Public Affairs

Trifiletti Consulting, Inc.: Catherine Aguilar,  
Environmental Policy and Planning Associate

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

**1. Approval of Agenda** The agenda was approved as presented.

**2. Public Comment** There were no public speakers.

**3. Approval of Minutes**

**a. September 23, 2019** Commissioner Wiggins moved approval of the minutes of the September 23, 2019, meeting. The minutes were approved (3-0).

**4. Contracts and Leases**

**a. South Coast Air Quality Management District Memorandum of Understanding; Hollywood Burbank Airport Air Quality Improvement Plan** Staff briefed the Committee on the status of a draft Memorandum of Understanding ("MOU") in accordance with Southern California Air Quality Management District ("SCAQMD"), Air Quality Improvement Program ("AQIP") for Hollywood

Burbank Airport and coordination with the California Airports Council.

Staff, working with Trifiletti and Associates ("Trifiletti"), developed a comprehensive AQIP that represents a wholistic plan to reduce emissions from non-aircraft mobile sources related to airport operations. The AQIP demonstrates the Authority's long commitment to air quality reduction and sustainability, which is reflected in the Airport's operations and development plans.

Staff reported that Trifiletti also helped develop a MOU framework consistent with other Basin airports' voluntary agreements with SCAQMD. The purpose of the MOU is to quantify the emission reduction benefits associated with the implementation of the AQIP strategies at the Airport to provide SIP credits to SCAQMD. The MOU includes a schedule for two eligible SIP creditable measures (ground support equipment policy and airport shuttle program) which specify the metrics and performance targets and timeline for implementation. Under the MOU, the Authority is committing to implement these eligible SIP creditable measures and to achieve the performance targets in these measures. The Authority is also committing to provide annual reports to SCAQMD, by June 1st of each year beginning in 2021 and through the end of MOU term in 2031, on the implementation of these measures, including the detailed equipment/vehicle data and emissions inventories with supporting methodology and calculations for emission benefits.

Staff recommended that the Committee recommend to the Commission approval of a voluntary Memorandum of Understanding with the SCAQMD and to approve an AQIP to minimize and reduce air emissions related to non-aircraft mobile source activities at the Airport.

**Motion**

Commissioner Madison moved the Committee recommendation, seconded by Commissioner Wiggins.

**Motion Approved**

The motion was approved (3-0).

**5. Adjournment**

There being no further business, the meeting was adjourned at 10:22 a.m.