



September 12, 2008

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, September 15, 2008, 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, September 15, 2008  
9:00 A.M.

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- 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. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENT
4. CONSENT CALENDAR
  - a. Committee Reports
    - 1) Operations and Development Committee
      - (i) September 2, 2008 **[See Page 1]**
    - 2) Finance and Administration Committee
      - (i) September 2, 2008 **[See Page 3]**

- 3) Legal, Government and Environmental Affairs Committee
  - (i) September 3, 2008 **[See Page 7]**
- b. Commission Minutes
  - 1) September 2, 2008 **[See Page 11]**
- 5. ITEMS FOR COMMISSION APPROVAL
  - a. Award of Contract, Project Number E08-23  
Residential Acoustical Treatment Program, Module 11.1 **[See Page 16]**
  - b. Proposed Noise Impact Area Reduction Plan **[See Page 18]**
  - c. Resolution No. 418, A Resolution of the  
Burbank-Glendale-Pasadena Airport Authority  
Adopting a Year-end Amendment to the  
Fiscal Year 2007/2008 Annual Budget **[See Page 21]**
  - d. Sublease Agreement Between  
24/7 Studio Equipment, Inc. and  
Hart Entertainment, Inc. **[See Page 30]**
  - e. Seventeenth Amendment to  
Airport Use Agreement, United Air Lines, Inc. **[See Page 40]**
- 6. ITEMS FOR COMMISSION INFORMATION
  - a. Terminal B Project Status Report **[No Staff Report]**
  - b. Air Service Retention Program **[No Staff Report]**
- 7. CLOSED SESSION
  - a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
(California Government Code Section 54956.9(a))
    - 1) Name of Case: In the Matter of the Application Between Burbank-Glendale-Pasadena  
Airport Authority, Request for Variance, Before the Department of Transportation,  
Division of Aeronautics
    - 2) Name of Case: Burbank-Glendale-Pasadena Airport Authority v. T. Violen  
Construction Co., Inc., et al. (Case No. EC044361)
    - 3) Name of Case: Dillon v. Burbank-Glendale-Pasadena Airport Authority et al.  
(Case No. BC386989)
    - 4) Name of Case: Orr v. Burbank-Glendale-Pasadena Airport Authority et al.  
(Case No. EC047664)

b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

- 1) Initiation of Litigation (California Government Code Section 54956.9(c)): five potential cases. One case: Part 161 Study.
- 2) Significant Exposure to Litigation (California Government Code Section 54956.9(b)): four potential cases. Facts and Circumstances: United Taxi of the South-West Access & Use Agreement; G & S Transit Management, Inc. Access & Use Agreement; Tri-City Transportation, Inc. Access & Use Agreement ; Notice of Violation from South Coast Air Quality Management District (No. P 54104)

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

- 1) Property: Bob Hope Airport Leaseholds  
Authority Negotiator: Executive Director  
Negotiating Parties: Alamo Rent-A-Car; Avis Rent A Car; Budget Rent A Car; Enterprise Rent-A-Car; Hertz Rent-A-Car; and National Car Rental  
Under Negotiation: Price and Terms of Payment
- 2) Property: Bob Hope Airport Leaseholds  
Authority Negotiator: Executive Director  
Negotiating Parties: Alaska Airlines; American Airlines; Delta Air Lines, JetBlue Airways; SkyWest Airlines; Southwest Airlines; United Airlines; US Airways  
Under Negotiation: Price and Terms of Payment
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Negotiating Parties: Sunrise Ford, Affordable Storage LLC; Desmond's Studio Production Service  
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Authority Negotiator: Executive Director  
Negotiating Parties: Atlantic Aviation; Federal Express  
Under Negotiation: Price and Terms of Payment

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

- 1) Consultation with Director of Public Safety

e. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

8. ADJOURNMENT

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## COMMISSION NEWSLETTER

September 15, 2008

### *[Regarding agenda items]*

#### 4. 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. COMMITTEE REPORTS – Draft minutes of the following committee meetings are included in the agenda packet for information: September 2, 2008, Operations and Development Committee; September 2, 2008, Finance and Administration Committee; and September 3, 2008, Legal, Government and Environmental Affairs Committee.
- b. COMMISSION MINUTES – SEPTEMBER 2, 2008 – The draft minutes of this meeting are attached for Commission review and approval.

#### 5. ITEMS FOR COMMISSION APPROVAL

- a. AWARD OF CONTRACT, PROJECT NUMBER E08-23, RESIDENTIAL ACOUSTICAL TREATMENT PROGRAM, MODULE 11.1 – A staff report is included in the agenda packet. Staff solicited sealed bids for the Authority's Residential Acoustical Treatment Program ("RATP") Module 11.1 by advertising in the Dodge Construction News and several local and small business newspapers as well as public postings on the Internet and in the Burbank, Glendale and Pasadena city halls. Module 11.1 acoustically treats 30 residential units, comprised of 14 single-family homes (14), one four-unit multi-family complex (4) and four three-unit multi-family triplexes (12). Nine of the single-family homes are located in Burbank, one is located in North Hollywood and four are located in Sun Valley. All of the multi-family units are located in North Hollywood.

At the September 3, 2008, meeting of the Legal, Government and Environmental Affairs Committee, the Committee voted unanimously (3–0) to recommend to the full Authority that it award the contract for RATP Module 11.1 to the second low bidder, NSA Construction Group, Inc., in the amount of \$1,027,000 plus authorize an approximate 5% contingency, not to exceed \$51,400, to permit Staff to approve any changes in scope that should arise during the course of construction.

- b. PROPOSED NOISE IMPACT AREA REDUCTION PLAN – A staff report is included in the agenda packet. Staff has prepared a revised Noise Impact Area Reduction Plan ("NIARP") required by the decision of the Administrative Law Judge in his ruling on the Authority's application for a variance from the State's noise requirements. At its meeting on September 3, 2008, the Legal, Government and Environmental Affairs Committee voted unanimously (3–0) to recommend to the full Commission approval

to submit this revised NIARP to the California Department of Transportation. A copy of the revised NIARP in draft form is included in the agenda packet.

- c. RESOLUTION NO. 418, A RESOLUTION OF THE BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY ADOPTING A YEAR-END AMENDMENT TO THE FISCAL YEAR 2007/2008 ANNUAL BUDGET – A staff report is included in the agenda packet. Staff will present a proposed year-end budget amendment to the Commission. The attached Staff Report and accompanying Exhibits identify the inter-account appropriation transfers which provide an "administrative wrap-up" of the budget at the fiscal year-end. In addition, projects that the Commission previously approved during the year have now been incorporated into the year-end budget document.

At its meeting on September 2, 2008, the Finance and Administration Committee voted 2–0 (1 absent) to recommend the full Authority's approval of Resolution No. 418.

- d. SUBLEASE AGREEMENT BETWEEN 24/7 STUDIO EQUIPMENT, INC. AND HART ENTERTAINMENT, INC. – A staff report is included in the agenda packet. Staff seeks the full Authority's approval to a Sublease Agreement between 24/7 Studio Equipment, Inc. ("24/7"), a tenant of the Authority located at 3111 North Kenwood Avenue in Burbank, and Hart Entertainment, Inc. ("Hart Entertainment"), retroactive to June 15, 2008, for a period of eight months.

24/7 is a specialty equipment rental company that provides boom lifts, scissor lifts, fork lifts and related construction and industrial equipment to the production and construction crews of television and motion picture studios in Southern California.

The nature of 24/7's business requires it to be available to its customers twenty-four hours a day, seven days a week, and to provide coordination for its customers' respective projects. The proposed sublease of current vacant office space to Hart Entertainment will allow the two firms to facilitate their activities and improve their services with various projects and provide more timely response to their customers' needs.

At the Finance and Administration Committee's meeting on September 2, 2008, the Committee voted 2–0 (1 absent) to recommend approval of the proposed sublease agreement by the full Authority.

- e. SEVENTEENTH AMENDMENT TO AIRPORT USE AGREEMENT, UNITED AIR LINES, INC. – A staff report is included in the agenda packet. Staff seeks the full Authority's approval of a Seventeenth Amendment to the Airport Use Agreement ("Agreement") with United Air Lines, Inc. ("United"), copy attached. The Airport Use Agreement expired on June 30, 2008, and is currently on a hold-over status while negotiations continue with the air carriers on a subsequent replacement agreement. However, in order to accommodate the security needs and the construction of the Terminal B Baggage Inspection/Make-Up Facility, Staff has negotiated a reduction in the Operation Office Space and Ramp Space occupied by United.

At the September 2, 2008, meeting of the Finance and Administration Committee, the Committee voted 2-0 (1 absent) to recommend approval of the proposed Seventeenth Amendment by the full Authority.

## 6. ITEMS FOR COMMISSION INFORMATION

- a. **TERMINAL B PROJECT STATUS REPORT** – No staff report is attached. Staff will provide an update on the status of the Terminal B Baggage Inspection/Make-Up Facility project.
- b. **AIR SERVICE RETENTION PROGRAM** – No staff report is attached. Following discussion at the September 2 meeting of the Operations Committee, Staff is developing an outreach program to travelers to improve awareness of destinations conveniently available from Bob Hope Airport using one-stop direct flights that do not require a change of planes. This type of service has not received attention in the past and offers an opportunity to attract patronage to service that is already present at the airport.

The goal is to address the continuing negative impacts of the current economic conditions on the Airport's passenger and airline base. As reported in July, passenger activity for the month was down 12.8% from July 2007, a decrease that warrants immediate action. Staff has therefore taken initial steps to place ads with this message starting this month. Staff will return with further elements of the overall outreach, which is anticipated to cost less than \$50,000. While this sum is within the Executive Director's expenditure authority, Staff is offering this report to keep the Commission abreast of the activity. This item will also be presented to the Operations Committee immediately preceding the full Authority meeting September 15.