



# Weekly Management Report

## January 07, 2022

- 1. Memo**                      Update on the 2021 Country and State Redistricting Process  
**City Manager's Office**
  
- 2. Minutes**                    Civil Service Board Meeting on December 1, 2021  
**Management Services Department**
  
- 3. Notice**                      Burbank-Glendale-Pasadena Airport Authority Meeting on January 10, 2022  
**Burbank-Glendale-Pasadena Airport Authority**
  
- 4. Report**                      Airport Commissioners Monthly Report  
**Burbank Airport Commissioners**



# MEMORANDUM



## CITY MANAGER'S OFFICE

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**DATE:** January 7, 2022

**TO:** City Council

**FROM:** Justin Hess, City Manager *Justin Hess by Judie Wilke*  
VIA: Judie Wilke, Assistant City Manager  
BY: Viviana Garzon, Administrative Analyst II

**SUBJECT:** Update on the 2021 County and State Redistricting Process

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The purpose of this memo is to inform City Council on the results of the 2021 Redistricting process at the County and State level.

### **County Level**

On December 15, 2021, the Los Angeles County Citizens Redistricting Commission passed resolutions to adopt a final redistricting plan for its five supervisorial districts. The Final Map (Attachment 1) shows that the tri-city communities of Burbank, Glendale, and Pasadena will remain in the 5<sup>th</sup> County District.

### **State Level**

The state draws boundaries for Congressional, State Senate, State Assembly, and Board of Equalization districts. The California Citizens Redistricting Commission approved the final maps on December 27, 2021. These districts take effect with the June 2022 primaries and continue for the next ten years.<sup>1</sup> Burbank has been impacted by the 2021 Redistricting on the State level in several ways:

#### *Congressional District (CD):*

Redistricting moved Burbank from the 28<sup>th</sup> CD to the 30<sup>th</sup> CD (Attachment 2). Congressman Adam Schiff continues to represent Burbank in the new 30<sup>th</sup> CD, which

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<sup>1</sup> <https://calmatters.org/politics/2021/12/california-redistricting-final-maps/>

includes close to 85% of the current 28<sup>th</sup> CD. Congressman Schiff announced his re-election campaign on January 3, 2022.

*Senate District (SD):*

Burbank currently resides in SD 25 with a very small portion in SD 18. Redistricting will put Burbank into SD 20 (Attachment 3).

The new SD contains Burbank, San Fernando, and unincorporated Los Angeles. The new district is 61% of the previous Hertzberg district, 16.5% of the previous Portantino district, and 22.5% of the previous Stern district (SD 27). The only candidate that has declared an intent to run for District 20 is Daniel Hertzberg.

*Assembly District (AD):*

Under the current Assembly District, Burbank resides in AD 43 (Friedman). Redistricting created new districts that will put Burbank into the new AD 44 (Irwin) (Attachment 4).

The new Assembly District contains the cities of Burbank and Glendale along with unincorporated Los Angeles. The new district is made up of 21.3% AD 39 (Luz Rivas), 47.7% AD 43 (Friedman), and 31% AD 46 (Nazarian). Both Assembly Member Nazarian and Assembly Member Friedman have announced their intention to run for District 44 in the November 8, 2022 election.

**ATTACHMENTS**

Attachment 1: Los Angeles County – Final Map

Attachment 2: Congressional District Map

Attachment 3: Senate District Map

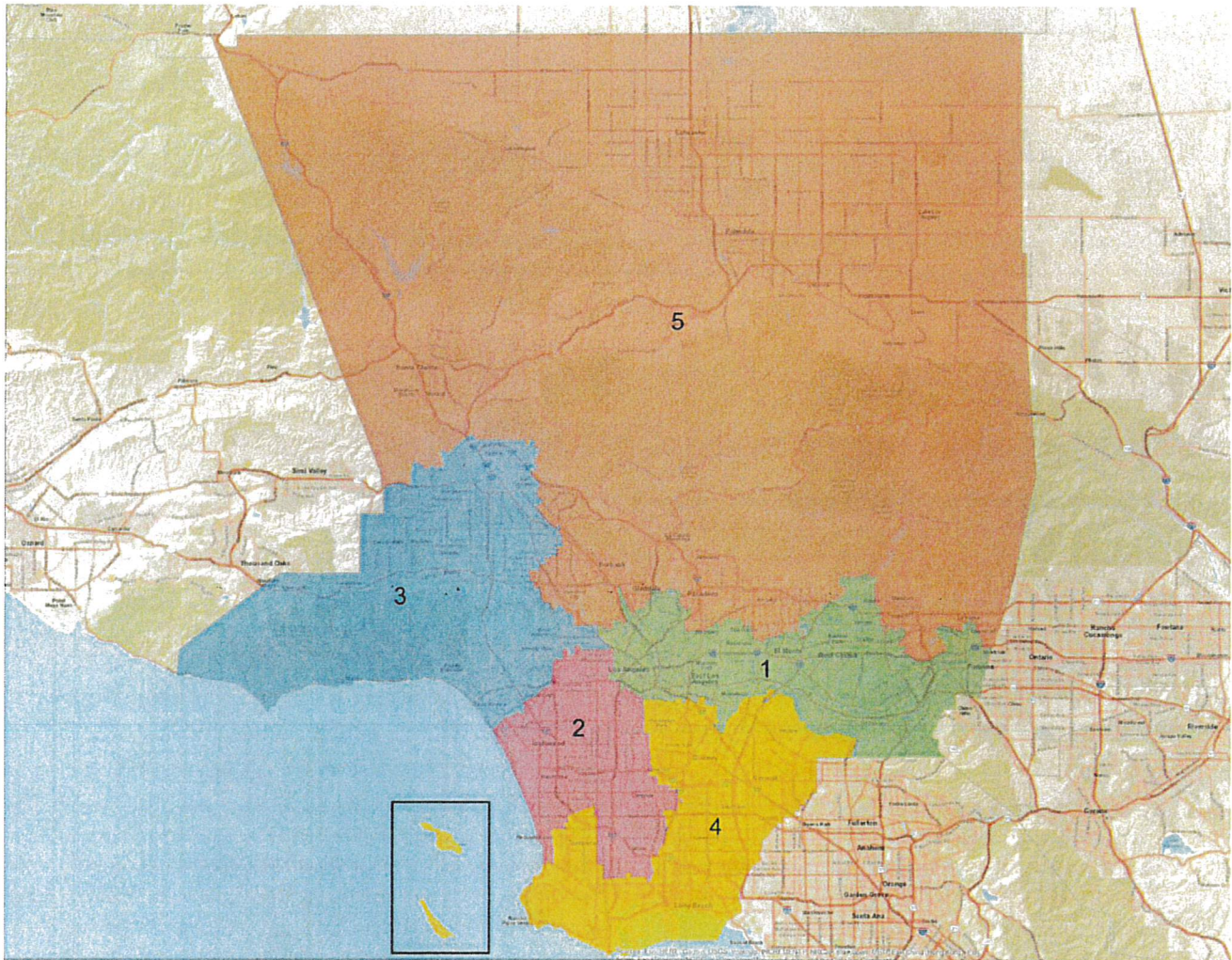
Attachment 4: Assembly District Map



# LOS ANGELES COUNTY REDISTRICTING 2021

## FINAL MAP

Based on such criteria, the Commission adopted the following final map:

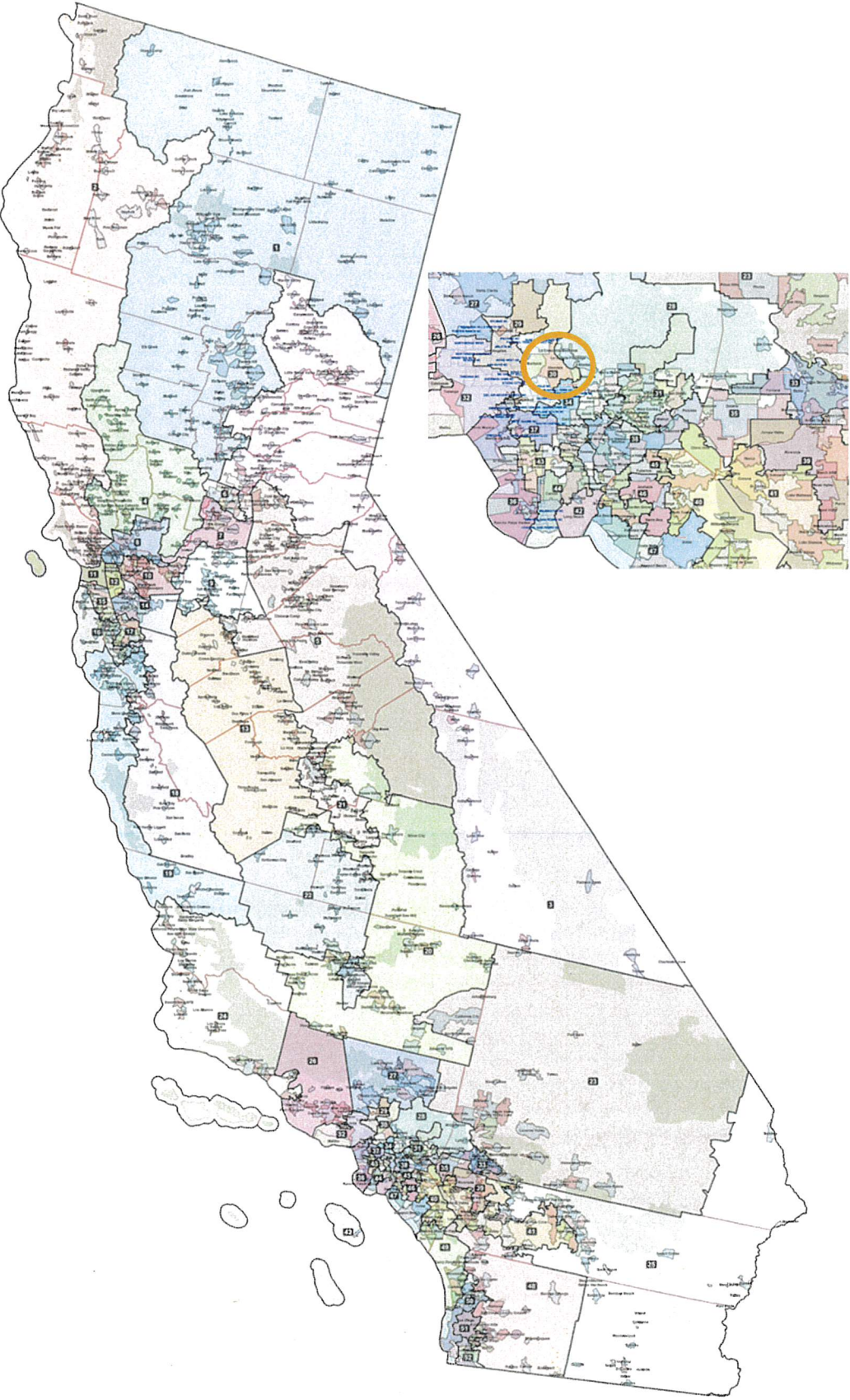


The map is based on the GIS shapefile approved by the Commission, which can be found on the Commission's website at [https://redistricting.lacounty.gov/final\\_map\\_and\\_submissions/](https://redistricting.lacounty.gov/final_map_and_submissions/).

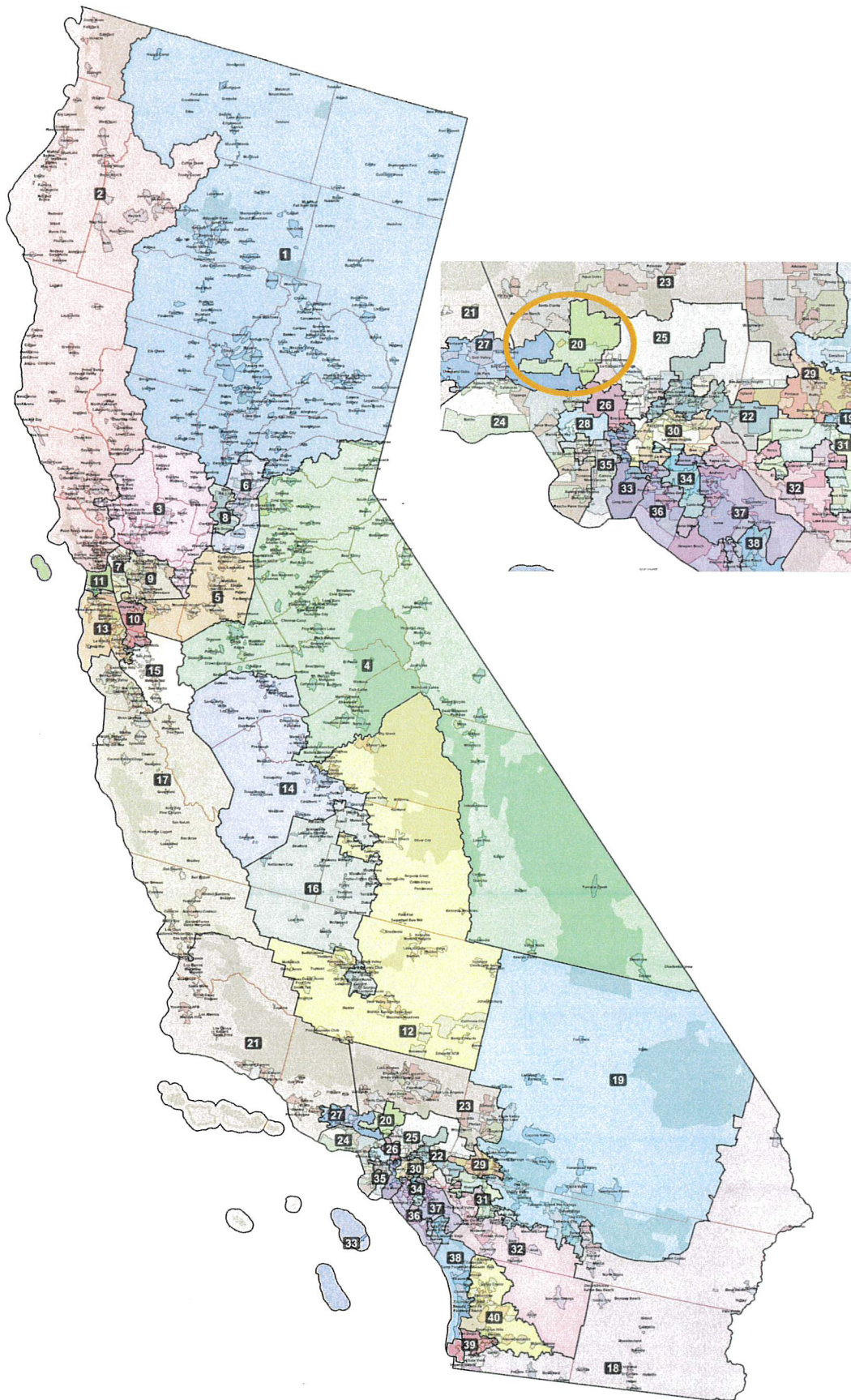
NOTE: If there are any discrepancies between the GIS shapefile approved by the Commission and this Report, the GIS shapefile controls.



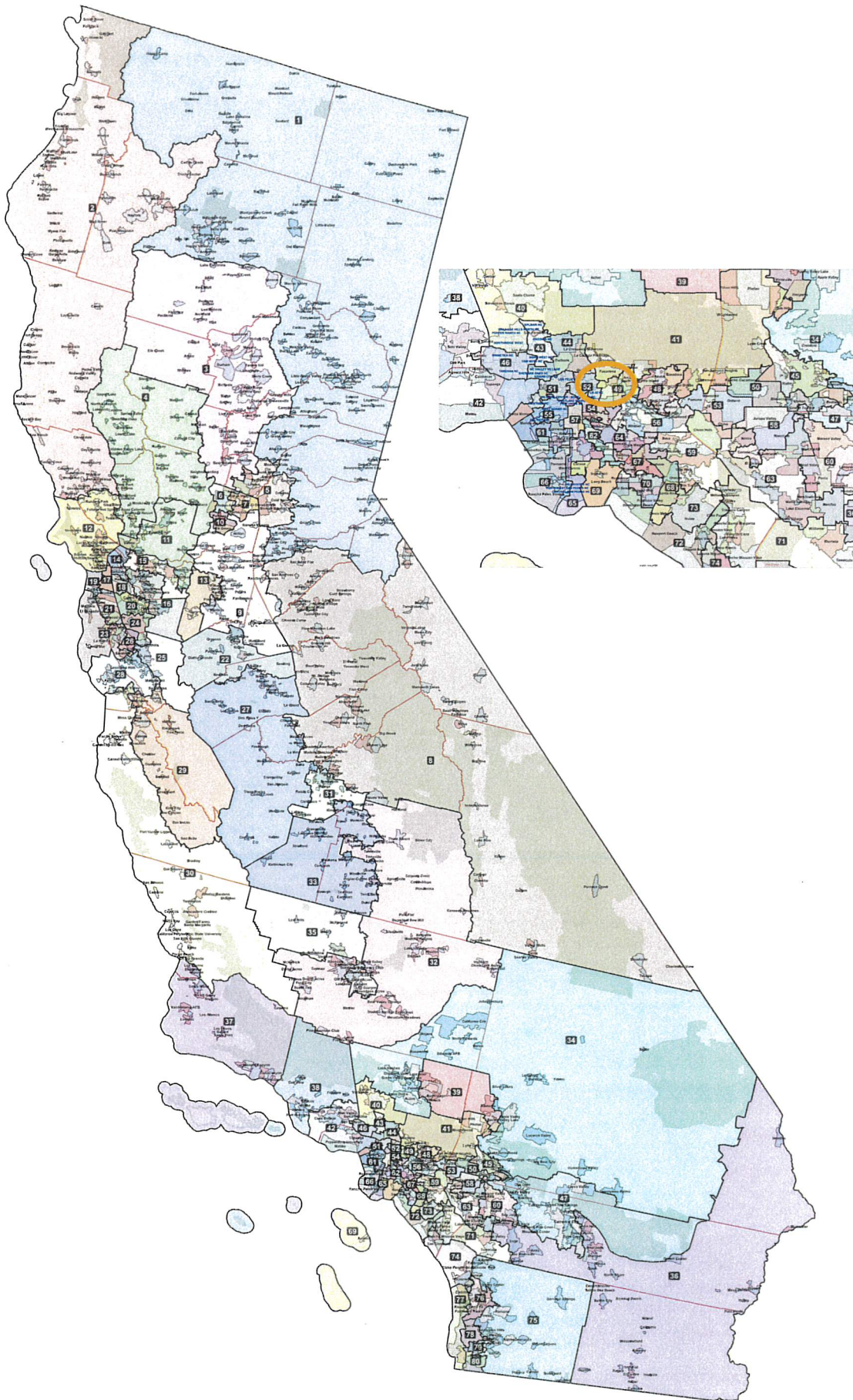
Congressional District  
Burbank: CD 30



State Senate  
District 20



# Assembly District 44







December 1, 2021  
4:30 p.m.

The regular meeting of the Civil Service Board was held by video conference/teleconference on the above date.

**Roll Call**

Members present: Iveta Ovsepyan, Chairperson  
Richard Ramos, Secretary  
Matthew Doyle

Members not present: Jacqueline Waltman, Vice-Chairperson  
Linda Barnes

Also present: Daniel Amaya, Administrative Analyst I  
Brady Griffin, Human Resources Manager  
David Lasher, Administrative Analyst II  
Betsy McClinton, Management Services Director  
Jina Oh, Senior Assistant City Attorney  
Sherry Richardson, Administrative Officer  
April Rios, Human Resources Manager  
Rene Sanchez, Human Resources Technician II  
Jessica Sandoval, Executive Assistant  
Julianne Venturo, Ast Management Services Director

**Future Agenda Items**

None

**Open Public Comment Period of Oral Communications**

None

**Approval of Minutes**

MOTION CARRIED: It was moved by Mr. Ramos, seconded by Mr. Doyle and carried 3-0 to approve the minutes of the regular meeting of November 3, 2021.

**Proposed Amendments to Classification Plan**

None

**Recruitment and Selection Report – November 2021**

RECOMMENDATION: Note and file.

**Appointments and Assignments**

For the month of December 2021, there was one provisional appointment extension and one temporary assignment extension. The extensions were being sought on behalf of the Public Works Department and the Burbank Water and Power Department.

MOTION CARRIED: It was moved by Mr. Doyle, seconded by Mr. Ramos and carried 3-0 to approve the Appointments and Assignments for the month December 2021.

**Adjournment**

The regular meeting of the Civil Service Board was adjourned at 4:40 p.m.

Julianne Venturo  
Assistant Management Services Director

APPROVED:

\_\_\_\_\_  
Iveta Ovsepyan, Chairperson

DATE \_\_\_\_\_

\_\_\_\_\_  
Richard Ramos, Secretary

DATE \_\_\_\_\_





January 6, 2022

CALL AND NOTICE OF A SPECIAL MEETING  
OF THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTICE is hereby given that a special meeting of the Burbank-Glendale-Pasadena Airport Authority will be held on Monday, January 10, 2022, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California 91505.

Pursuant to Government Code Section 54953(e), members of the Commission may participate in this meeting via teleconference. In the interest of maintaining appropriate social distancing, a physical location is not being provided for the public to attend or comment. Members of the public may observe the meeting telephonically and may offer comment in real time through the number listed below. The public comment line will open at 8:30 a.m. to begin caller screening and placement into the queue.

*Dial In: (818) 862-3332*

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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Airport Skyroom

Special Meeting of Monday, January 10, 2022

9:00 A.M.

*The public comment period is the opportunity for members of the public to address the Commission on agenda items. At the discretion of the presiding officer, public comment on an agenda item may be presented when that item is reached.*



*When in-person attendance or participation at meetings of the Commission is allowed, members of the public are requested to observe the following rules of decorum:*

- *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 Board Secretary.*
- *Confine remarks to agenda items or to airport-related non-agenda matters that are within the Commission'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 Commission 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, January 10, 2022

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. CONSENT CALENDAR
  - a. AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings **[See page 1]**
6. ADJOURNMENT

COMMISSION NEWSLETTER

Monday, January 10, 2022

*[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. AB 361 FINDINGS FOR SPECIAL BROWN ACT REQUIREMENTS FOR TELECONFERENCE MEETINGS. Staff has placed this item on the agenda to give the Commission an opportunity to make the monthly findings specified in AB 361 (2021) for special Brown Act requirements for teleconference meetings. These special requirements give local public agencies greater flexibility to conduct teleconference meetings when there is a declared state of emergency and either social distancing is mandated or recommended, or an in-person meeting would present imminent risks to the health and safety of attendees.





## Highlights of December 2021 Airport Authority and Subcommittee Meetings

Respectfully Submitted, Burbank Airport Commissioners Don Brown, Emily Gabel-Luddy and Bud Ovrom

### **AIRPORT AUTHORITY**

#### **Status of artwork for the RITC:**

Movement on the RITC artwork is painfully slow. The Authority could not reach agreement with the prior effort. It was scrapped and a new effort made that would more appropriately for the Airport, focus on it instead of the JPA 3 cities.

We are encouraged to see near consensus on the style, but full agreement on the theme.

The proposal is revised to focus on aviation history and airport brand identity: the history is still very rich, dated but reflecting the very early days of flight, secret manufacturing requiring Warner Bros-designed camouflage to wrap the industrial buildings for protection. The Authority considered multiple large concepts about the style of artwork most appropriate to the 14-foot by 36-foot panels. After a discussion, the choice boiled down to an historic/vintage theme or a pop art theme.

The content remains the same: aviation history, history of flight, aircraft and notable people. Vote 6-2 one absent, for a retro/vintage theme.

**December 16, Flair Airlines** flew its first direct flight to Edmonton, Canada; that flight completes the introduction of 2 new flights to Canada. Commissioner Gabel-Luddy would like all to know that there will be no customs clearances conducted at BUR, either departure or arrival.

#### **Contracts renewed/extended for internal airport operations.**

#### **New Airport Police Vehicle Purchases Commitment for Electric and/or Hybrid:**

Bud Ovrom and BUR Airport Police Chief Ed Skvarna (a former Burbank Police Department Captain) have been exploring the possibility of converting the Department's patrol vehicles to all-electric or hybrid.

We are a little ahead of our time! The suitable all-electric vehicles are still in the testing phase. The existing hybrid Ford police cars are in such high demand, and facing supply chain issues, that the waiting list is now taking over two years. Chief Skvarna has high hopes for the electric Ford F-150, but they are not yet in mass production.

Because the Airport postponed replacing two police cars during the pandemic, the Department can not delay any longer replacing these two oldest vehicles. As a result, the Authority Commission unanimously approved purchasing two standard ICE Ford police cars, using the LAPD bid.

Chief Skvarna is very committed to moving the Department's emergency response vehicles to electric or hybrid when such units become more readily available. (During the meeting BGPAA President and Glendale Mayor Paula Devine noted that the Glendale PD has already started the conversion to hybrids).

In the meantime, Chief Skvarna will be looking at replacing one or two unmarked command vehicles to the electric Ford Mach-e in the foreseeable future.

**Executive Director report:**

1. Busy Thanksgiving Holiday season: people outside lined up. Totals flights were down only 4% from the 2019 Thanksgiving! There is pent-up demand and people, however Omicron variant may reduce Christmas/holiday travel.

2. Authority is coordinating future presentation to the commission about Burbank Water and Power plans to build a solar farm on top of the RITC, requested by Commissioner Gabel-Luddy.

3. 66% of staff are vaccinated. The Airport is hosting County-sponsored sites near the valet parking where travelers can get vaccinated at no cost. Up to 100 people per day getting vaccinated. Vaccination two trailers near valet parking, offering all vaccination: 100 people per day. 2/3 employees vaccinated.

**LEGAL AND ENVIRONMENTAL**

**Aero Crossing decision was discussed and the Authority feels that the final outcome remains incomplete:** the Authority must secure an aviation easement from the property owners. Members from the Chamber of Commerce are assisting. The Authority wants earlier City consultation for any future project to avoid incomplete circumstances such as an after-the-fact securing of an aviation easement absent assistance from City staff. Authority's interests should be included early discussions.

The **Authority's progress for using recycled water** is impressive: 87% irrigation is now recycled water; drought tolerant plants replaced water thirsty plants, the fixtures in the airport are being retrofitted, and the watering schedules comply 1x/winter watering of 1x/week.

**Final discussion over redistricting. Los Angeles Council District 4 (Raman) redrawn to include Studio City, Sherman Oaks, Encino and parts of Hollywood Hills and becomes an essentially Valley District; Council District 10 now unites all of Koreatown; Assembly District 43 lost Burbank and retains only 1/2 of Glendale (Friedman); Senate District (Portantino) retains Burbank; Supervisor 5 retains the Tri-Cities (Barger); and Congressional District 28 retains the Tri-Cities (Schiff). Keeping the Tri-Cities together was a clear objective and critical to the Airport.**

Under the new Assembly Districts, Assemblymembers Adrin Nazarian and Laura Friedman will be competing in one Assembly District.

## **AD HOC COMMITTEE ON THE REPLACEMENT TERMINAL PROJECT (RTP)**

Commissioner Gabel - Luddy attended a special meeting called by Chair Selvidge (Pasadena) to receive a status report before the end of the year. The Program Management Manual Draft is due in January 2022 and the Ad Hoc will review prior to Authority; The Airport qualified for \$8 million in a first distribution of federal Infrastructure Funding. While disappointingly low, it is an immediate distribution. As explained by John Hatanaka, the Authority remains in a competitive position to secure substantial funding over the 5-year period that it will be made available. The FAA has not yet developed its criteria for the 2-5th year distribution of funding. See Commissioner Ovrom's report from Finance.

The air carriers remain in support and actively involved in the progress of the RTP.

## **FINANCE AND ADMINISTRATION**

### **Federal Relief Grant Funds**

The First Quarter Financial Report outlined the status of the Federal Relief Grant Funds BUR received to help weather the Pandemic.

During this terrible time for so many people and businesses, BUR never closed or had to lay off any employees, because of the federal government's commitment to keep the national air transportation system working, and poised for the eventual recovery.

As of December 2021, BUR had received a total of \$52 million from three separate Acts, to be used for debt service, personnel costs and concessionaire relief. To date, approximately \$30 million remains available as we face a still uncertain future. We have three years to call upon these funds.

BUR will **not** be able to retain any unused portion of the allocation. In fact, funds are only dispersed based on actual costs incurred, and after a rigorous filing process.

### **Infrastructure Investment and Jobs Act**

Our eyes now turn to the recent approval of the federal **infrastructure** funds!

The Act included \$20 billion for airport funding over the next five years. The funds will be divided between money distributed for 1) an enplanement based **formula** and 2) competitive **grants**. The FAA has not yet issued all of the eligibility, process, procedures and regulations to actually receive the cash. Those guidelines are expected in January.

An initial 'first tranch' allocation was announced for funds from the enplanement formula and resulted in California airports getting \$295,572,149; of which Burbank was allocated \$7,956,710. Airports in our region were allocated:

LAX	\$79,278,162
San Diego	24,200,000
John Wayne	11,573,206
Ontario	9,684,906
Burbank	7,956,710
Long Beach	6,121,584
Palm Springs	5,188,081
Van Nuys	763,000

The competitive grants criteria will include priorities for safety, which will benefit us, and ‘shovel ready’, which will work against us. BUR stopped work on the replacement terminal during the pandemic (from March 2020 to August 2021), except for the EIS (which was the most critical path for us). Some airports were further along than us and kept working. For example, earlier this month San Diego had the ground breaking ceremony for its \$3.4 billion Terminal 1 replacement project (30 gates divided between two phases of 19 and 11 gates). Talk about good timing for being shovel ready!

Although it is not likely that the amount of federal assistance we receive will be a ‘game changer’, every dollar we get will be appreciated and will reduce the amount of debt financing we need to incur to pay for the replacement terminal (see below).

### **Replacement Terminal Project Financing Plan**

Although in August, 2021 the Airport Authority restarted all of the consultants working on the replacement terminal, some of the firms had taken on other work or had lost people. For example, AECOM lost the Program Manager working on our project to another company. All the firms should be back to full speed by January.

The Finance and Administration Committee, along with our excellent financial staff, are back to working with the Authority’s two financial consultants - Public Resources Advisory Group (PRAG) and Ricondo & Associates – to develop a comprehensive Financing Plan for the Replacement Terminal. An immense amount of detail and greater specificity will follow in the months ahead, but the ‘big picture’ starting point continues to be the need to have \$1.2 billion available when it is required over the next five years:

### **Preliminary Schedule**

Issue RFQ/RFP	March 2022
Select Design Build Team	August 2022

Start Design	September 2022
Award Guaranteed Maximum Price	May 2023
Start Construction	June 2023
Completion and Occupancy	May 2026

**Preliminary Program Cost**

**Northeast Quadrant (NEQ)**

Replacement Terminal	\$546,394,787
Parking	259,628,493
Roadways	174,365,219
Apron	67,330,339
Support Facilities	15,702,611

**Southeast Quadrant (SEQ)**

Demolition of old terminal	42,658,050
Landside	11,422,392
Airside	26,160,145

Total	<u>\$1,143,662,036</u>
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**Preliminary Funding Sources**

BGPAA Reserve draw	\$100,000,000
AIP	40,000,000
TIFIA/RRIF	399,600,000
Airport Revenue Bonds *	660,400,000

Total	<u>\$1,200,000,000</u>
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\*any new federal infrastructure money will reduce the amount of bond financing required