



HOLLYWOOD BURBANK AIRPORT

**South Coast Air Quality Management
District**

**Memorandum of Understanding
Biannual Progress Report**

January 4, 2021

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1.0 INTRODUCTION

Hollywood Park Burbank (“BUR” or “Airport”) is pleased to submit this bi-annual progress report as requested by the South Coast Air Quality Management District (“South Coast AQMD”). On December 2019, a Memorandum of Understanding (“MOU”) was entered by the South Coast AQMD and the Airport. There are three measures in the BUR MOU, as related to non-aircraft commercial passenger airport mobile sources. The process on each of these measures is addressed below.

As stated in the first midyear report, the novel coronavirus (COVID-19) emerged and significantly disrupted the airline/aviation industry throughout the world. While BUR passenger activity and revenue has drastically declined and BUR has stepped up its hygiene efforts in increased safety protocols, BUR has continued to move forward with implementing key air quality improvement policies and practices.

This report is designed present a = progress report on BUR’s work to implement the AQIP and to achieve the SIP creditable emissions reduction targets as described in the MOU.

2.0 PROGRESS ON MOU MEASURES

2.1 GROUND SUPPORT EMISSIONS (GSE) REDUCTION POLICY

As a key measure identified in the MOU with the South Coast Air Quality Management District, BUR’s Ground Support Emissions (GSE) Policy requires all GSE operators operating at BUR to reduce NOx emissions to achieve a GSE fleet average composite emissions factor which is equal to or less than 1.66 horsepower-hour of nitrogen oxides (g/hp-h of NOx) by January 1, 2023, and 0.74 g/hp-h of NOx by January 1, 2031. Emissions performance of GSE operating at BUR cannot be averaged with emissions performance of GSE operating at other airports to demonstrate compliance with the BUR GSE Emissions Targets. Pursuant to the MOU Section C beginning in 2021 to 2032, BUR will work with airport tenants to provide an emissions inventory for all GSE operating at BUR, including methodology and calculations, to the SCAQMD on an annual basis by June 1 for each proceeding calendar year.

Since January 2020, BUR staff has worked to develop and implement the process for collecting annual data, reporting procedures, monitoring compliance, and establishing tools to ensure enforceability. BUR Staff has now updated the BUR rules and regulations to include the GSE Policy and continues to update its leases with GSE Operators to require compliance with the GSE Emissions Reductions Policy. BUR also updated its Non-Exclusive Licensing Agreements to require compliance with the BUR GSE Policy. As stated in the last report, BUR through the lease and license requirements and rules and regulations, BUR will require each operator to provide annual data to BUR through an established portal website and ensure that their individual operating fleets meet the BUR GSE Targets, recognizing that the MOU established airport-wide targets.

BUR has now created a centralized portal website and data base for all individual GSE operators, requiring updated inventories for 2020 by January 15, 2021 so that BUR can monitor and ensure compliance with the targets and annual reporting requirements as required by the MOU.

Finally, BUR will continue to evaluate infrastructure needs throughout the campus as GSE Operators make great efforts to convert its fleet to the cleanest equipment.

2.2 BURBANK AIRPORT SHUTTLE FLEET CONVERSION

BUR is committed to operate a clean vehicle fleet, and to secure emission reductions. The Clean Fleet Program Policy covers BUR-owned vehicles, except those used for safety purposes, such as police and fire vehicles. BUR pledged its commitment to convert all airport-owned medium or heavy-fleet to vehicles to be certified at SULEV or cleaner standards by December 2023. Beginning in Fall 2019, the Airport pledged its commitment to purchase commercially available passenger car, light-duty truck, or medium-duty vehicles that are certified at ultra-low-emission standards (SULEV) or cleaner when adding or replacing a vehicle in its fleet.

Given the recent Coronavirus pandemic, BUR's unexpected loss of passenger activities and anticipated revenues have caused BUR to reassess and drastically shrink its operating budgets and capital investments. Accordingly, since 2020, BUR has not purchased new electric sedans. Still, BUR has updated its purchasing policies to require that as vehicles are replaced with the new electric sedans, the percent of electric vehicles in BUR's light-duty vehicle fleet will increase with the objective being a 100% conversion by 2031. BUR purchasing unit will also explore zero – emission options for light duty trucks or mini-vans as they become available.

The Clean Fleet Program Policy will also require that BUR, when purchasing new buses providing transportation for guests traveling off airport and between airport parking and the passenger terminal, only purchases buses powered by electricity. As the existing buses are replaced with the new electric buses, the percent of electric vehicles in BUR's bus fleet will increase with the objective of 50% electric fleet by 2023, and 100% conversion by 2031.

To respond to the unprecedented COVID-19 pandemic and reduction in passenger activity, shuttle service to all parking lots and staff parking lots was reduced as of March 30, 2020 and fully suspended on April 5, 2020. Parking Lots A, C, and Valet have remained closed to passenger vehicles, and it remains unclear as to when shuttle operations will resume. Nevertheless, the Shuttle Fleet Bid are set to be renewed prior to 2023 and will include MOU requirements for electric bus fleet as part of the future procurement process.

3.0 Progress on other AQIP Measures:

3.1 BURBANK-METROLINK CONNECTION PROGRAM

BUR remains committed to continuing the BUR-Metrolink Shuttle Program, which includes the continuation of a pilot shuttle service to nearby Metrolink stations and on-demand shuttle services from the passenger terminal to Metrolink Stations. Unfortunately, at this time to respond to the unprecedented COVID-19 pandemic and drop-in passenger activity, Metrolink services have been reduced as of November 16, 2020. Although, Metrolink continues to provide service on the Ventura

County Line and the Antelope Valley Line, due to COVID-19 pandemic and reduced service hours the BUR-Metrolink Shuttle Program has continued to experience declines in ridership.

BUR has continued to market the program to the public and provide shuttle service seven days a week, from 5:00 a.m. to 10:00 p.m.

3.2 CLEAN CONSTRUCTION POLICY

As part of BUR AQIP, BUR is committed to ensuring all construction contractors of all Capital Improvement Project (CIP) follow clean construction policies to reduce emissions of NO_x such as using low-emission vehicles and equipment, recycling construction and demolition debris, and minimizing non-essential trips through better schedule coordination. Consistent with the MOU between BUR and the South Coast Air Quality Management District, BUR now requires all CIP contractors starting in 2020 to submit clean construction plans and comply with the program requirements. BUR established the policy requiring contractors to submit a compliance and monitoring plan for clean construction policy, and to submit a compliance report post construction. Contractors must self-certify and demonstrate compliance with on-road haul truck and off-road construction equipment requirements unless the certain circumstances exist.

Since the adoption of the MOU, BUR has released 2 construction contracts for airfield pavement management. BUR included bid specifications for its Airfield Pavement Management Construction Contracts requiring compliance with the airport Clean Construction Policy.

3.3 BURBANK TRANSPORTATION MANAGEMENT ORGANIZATION

As part of the BUR Air Quality Improvement Plan, BUR pledged to join and participate in the Burbank Transportation Management Organization (TMO) to help reduce employee trips through increased employee rideshare, transit use and alternative mode share. On February 2020, BUR joined the BTMO, which will serve all Airport employees and all Airport tenant employers, including employers with less than 250 employees, to improve transportation demand management services.