



**Hollywood
Burbank**
Airport

**The Burbank-Glendale-Pasadena Airport Authority
Invites Applications for
Director of Engineering**

Hollywood Burbank Airport (BUR)

Burbank, California

Executive Search Services Provided by ADK Consulting & Executive Search

The Airport

Hollywood Burbank Airport (BUR) is a public airport three miles northwest of downtown Burbank, in Los Angeles County, California. The Airport serves the northern Greater Los Angeles area, including Glendale, Pasadena, and the San Fernando Valley. BUR is the only airport in the area with a direct rail connection to downtown Los Angeles.

Located on 550 acres, Hollywood Burbank Airport is the closest L.A.-area airport to the majority of L.A.'s most popular tourist destinations, as well as attractions in nearby Glendale and Pasadena. The Airport is owned by the Burbank-Glendale-Pasadena Airport Authority, controlled by the governments of those cities. The Airport Authority contracts with TBI Airport Management, Inc. to operate the Airport. The Burbank-Glendale-Pasadena Airport Authority is a separate government agency created under a joint powers agreement between the three cities of Burbank, Glendale, and Pasadena in 1977 for the sole purpose of owning and operating Hollywood Burbank Airport.

The mission of the Airport Authority is to provide state-of-the-art regional airport facilities and related services which are efficient, safe, convenient, and user-friendly, while being a good neighbor. The Authority consists of nine Commissioners, three from each city. The Commissioners from each city are appointed by their city councils.

The Airport is served by six commercial airlines: Alaska, American, Delta, JetBlue, Southwest, and United. The Airport also has two on-site fixed-base operators (FBOs), Million Air Burbank and Atlantic Aviation. Cargo carriers include FedEx and UPS. Hollywood Burbank Airport has two terminals, A and B, from which all commercial airlines operate. Both terminals have a combined number of 14 gates, with nine gates in Terminal A and five gates in Terminal B.

The Airport offers a variety of on-site services and amenities for passengers, including complimentary services for passengers with disabilities. The Airport is served by eleven on-site rental car companies, all located in the Regional Intermodal Transportation Center (RITC). BurbankBus and Metro Bus provide service on the ground level of the Regional Intermodal Transportation Center (RITC), and Amtrak and Metrolink both stop at the Airport Train Station. Local hotels also provide complimentary shuttle service from the shuttle island in front of the terminal.





The Airport *(continued...)*

Hollywood Burbank Airport serves over 4 million passengers each year and handles 112.5 million pounds of cargo. There were 132,407 total aircraft operations in calendar year 2016.

2014 saw the opening of the Regional Intermodal Transportation Center (RITC), a \$122 million project. Currently, Hollywood Burbank Airport is working with the Burbank community and neighboring cities to build a safer, modern 14-gate replacement terminal that is farther from the runways and meets current earthquake design standards, with the same convenience and easy access that passengers and Burbank residents now enjoy, while providing new amenities typically available in modern terminals – at no cost to the Burbank taxpayers. The Airport will maintain the same number of gates (14) and continue its efforts to protect neighboring communities.

Capital budget amount for fiscal year 2016 = \$14,475,000. The next two fiscal years will significantly increase due to runway rehabilitation projects, and the continuing efforts towards a replacement terminal. The Operational budget for fiscal year 2017 is approximately \$43 million.

There are 119 employees at Hollywood Burbank Airport, 48 represented and 71 non-represented.

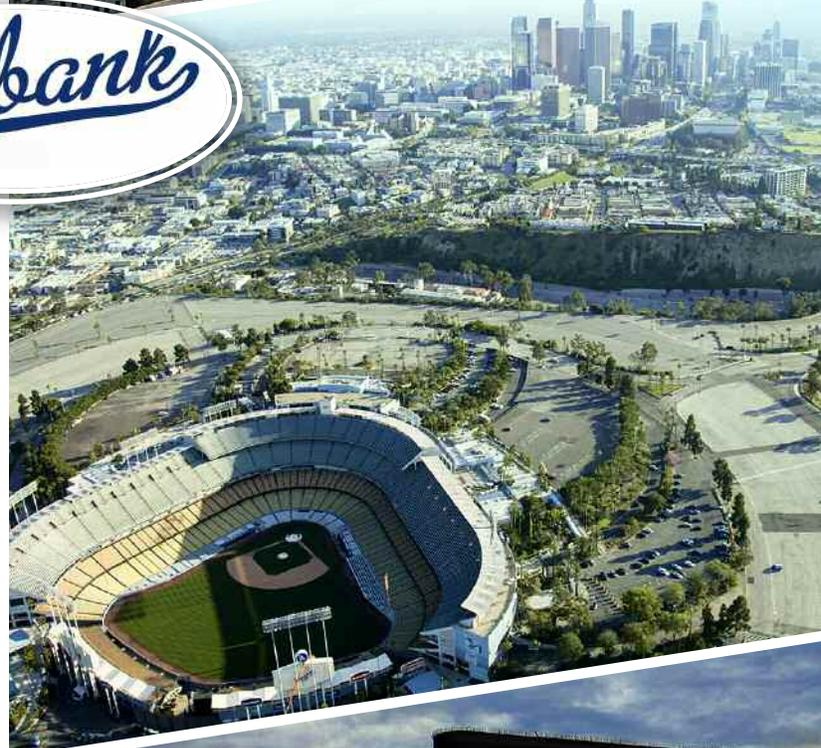
The Community

Burbank, Glendale, Pasadena, and Los Angeles Hollywood Burbank Airport is surrounded by four of the most well-known cities in Southern California: Burbank, Glendale, Pasadena, and Los Angeles. Located in the northern part of Los Angeles County, the Airport is easily accessible from all four cities by freeway, bus, or train, and is the closest airport in the L.A. Basin to many of the region's most popular attractions.

If you're looking for a great place to raise a family, the Burbank, Glendale, and Pasadena Unified School Districts have received national recognition for their academic achievements, rigorous curricula, and outstanding teachers. The three cities are also home to several well-regarded community colleges and four-year universities, including Glendale Community College, Pasadena Community College, Woodbury University in Burbank, and the California Institute of Technology in Pasadena. The University of California Los Angeles and the University of Southern California are also less than an hour's drive away.

The region also offers plenty of family-friendly excursions. The area's professional and college sports teams play their home games at the Rose Bowl Stadium, Dodger Stadium, and Staples Center—all less than a 30-minute drive from the Airport, so it's easy to catch a game after work. The Norton Simon Museum, the Huntington Library and Botanical Gardens, the Autry, the Getty Center, the Natural History Museum of Los Angeles, and the California Academy of Sciences feature exhibits that include everything from Native American art and greater Los Angeles history to models of dinosaur skeletons and the Endeavour Space Shuttle.

If you're interested in Hollywood glamour, Burbank is the Media Capital of the World and home to both Warner Bros. and Disney, with Universal Studios and the Wizarding World of Harry Potter just a 12-minute drive away in Universal City. Some of the world's favorite films and television shows are shot on location at Warner Bros., and you can be part of the action when you attend a taping or take a studio tour. On any given day, you could glimpse a movie star at one of Burbank's 170 diverse restaurants and cafes, shop at a vintage boutique in the picturesque and highly walkable Magnolia Park district, or stop by one of the city's informal classic car shows at Bob's Big Boy.





The Community

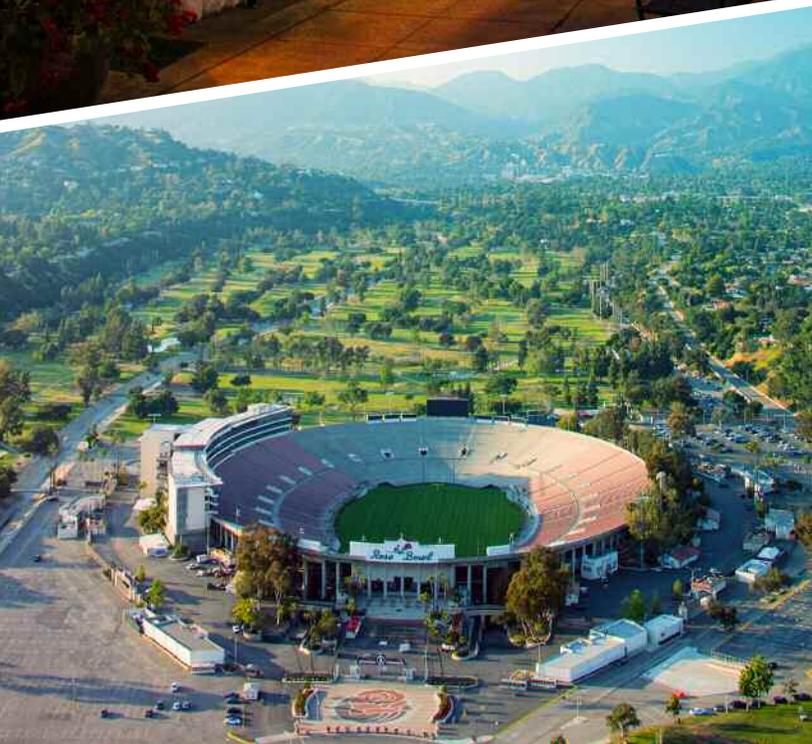
World-class shopping and dining also abounds in Glendale. Combined, the Glendale Galleria and the Americana at Brand offer more than 50 restaurants, with options ranging from fine dining to fast food, and over 200 stores, including high-end boutiques devoted to brands such as Kate Spade, Calvin Klein, and Diane von Furstenberg, as well as department stores such as Nordstrom, Bloomingdale's, and JCPenney. Glendale's also one of the ten safest cities in the United States among cities with populations between 100,000 and 500,000.

Pasadena is an arts, culture, and history hotspot, with more restaurants per capita than New York City. Sunset Magazine declared it the "Best Arts Town of the West," and the city was featured in the January 2015 edition of Better Homes and Gardens. Over 10 percent of Pasadena is historically designated, with notable sites such as the Gamble House, City Hall, and the Colorado Street Bridge serving as testaments to early 1900s architectural style. The city is also

home to the Pasadena Playhouse, the official State Theater of California and a national historic landmark, and Vroman's Bookstore, the oldest independent bookstore in California.

Burbank

In addition to great shopping, dining, and schools, other perks of the region include proximity to multiple transit systems that extend across Southern California. You can catch the Amtrak Pacific Surfliner at the Burbank Airport-South Train Station and take a trip as far north as San Luis Obispo or as far south as San Diego. The BurbankBus connects the Airport and Burbank to the North Hollywood Red Line Station, where you can take an express Metro Bus to Glendale and Pasadena or where you can ride the Metro Red Line train, which connects to the larger Metro Los Angeles subway system. Metrolink trains also stop at stations in Burbank—including the Airport station—Glendale, Pasadena, Los Angeles, and Orange County. And with the Burbank Airport-North Train Station opening in Summer 2018, it's never been easier to take the train to the plane!





The Position

- Reporting to the Deputy Executive Director, Planning and Development, the incumbent in this position will be responsible for all aspects of planning, engineering, and construction activities for the airport, including the managerial supervision of staff and technical oversight of consultants. Under direction from the Deputy Executive Director, this position is responsible for developing and recommending projects and incorporating them into the long range capital improvement planning for the airport.

Typical Tasks for the Director of Engineering Include:

- Administers planning, engineering, and construction activities for the airport.
- Supervises staff, coordinates and directs, either personally or through subordinate personnel, the activities of consultants, architects, engineers, and contractors engaged in design and construction projects on the airport.
- Acts as liaison to airport tenants, other departments, governmental agencies, and interested groups regarding planning, engineering, and construction activities on the airport.
- Develops and submits for approval, through the Deputy Executive Director, an annual update to the three-year Airport Capital Improvement Plan and five-year Airport Facility Improvement Program.
- Establishes and maintains important contacts with representatives of federal, state, and local government agencies, legislative bodies, airlines, airport tenants, and the general public.
- Directs the inspection of new building construction for conformance with contract provisions, plans, specifications and sound construction practices.
- Cooperates with architects and engineers in procuring data and developing plans and specifications for airport construction.

For a complete job description, [click here](#).



The Ideal Candidate will have:

- Bachelor's degree in Civil Engineering or a related engineering discipline from an ABET accredited college or university
- 7 years full-time experience performing duties which include difficult and complex engineering projects.
- 3 years of management experience with direct supervisory responsibilities of staff.

Preferred, but not required:

- Current and valid registration as a Civil Engineer issued by the California State Board of Registration for Professional Engineers.
- Experience in pavement engineering and management.
- Experience in airport construction projects.

Salary & Benefits

Salary for this position is \$165,000/year DOE with an attractive range of benefits, including health insurance, life insurance, 401K matching, paid time-off, and a 9/80 work schedule. Relocation reimbursement is available up to 10K for household moves greater than 200 miles.



How to Apply:

A. Please submit both a **cover letter and résumé**. **We require your files to be submitted as PDF documents.** We prefer that you send both your cover letter and résumé as one combined document. *Please do not send your cover letter in the body of an email.* Send your PDF files to ADK Executive Search at:

BURDE@adkexecutivesearch.com

B. Please complete the ADK employment application form at: **[ADK Application Form](#)** (*this is a secure link*)

Filing Deadline: Friday, January 12, 2018

Only complete electronic submissions will be considered.

Email questions to:

BURDE@adkexecutivesearch.com