



March 4, 2016

CALL AND NOTICE OF A REGULAR MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTICE is hereby given that a regular meeting of the Finance and Administration Committee will be held Monday, March 7, 2016 at 10:30 a.m. (or immediately following the conclusion of the regular Airport Authority meeting), 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

REGULAR MEETING
OF THE
FINANCE AND ADMINISTRATION COMMITTEE
Airport Skyroom
Monday, March 7, 2016
10:30 A.M. or Immediately Following the
Conclusion of the
Regular Airport Authority Meeting

NOTE TO THE PUBLIC: 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 Bob Hope Airport (2627 Hollywood Way, Burbank) in the administrative office during normal business hours.

As a result of the convening of this meeting of the Finance and Administration Committee, each Committee member is entitled to receive and shall be provided \$200.

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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.

AGENDA

1. Approval of Agenda
2. Public Comment
3. Approval of Minutes
 - a. February 22, 2016 **[See page 1]**
4. Contracts and Leases
 - a. Assignment, Assumption and Airport Consent of Airport Use Agreement for US Airways, Inc.
 - Staff Report Attached **[See page 4]**

Due to the merger of US Airways, Inc. with American Airlines, Inc., US Airways seeks to assign its Airport Use Agreement and Month-to Month Office Lease to American Airlines. Staff seeks a Committee recommendation to the Commission that it approve the assignment of the Agreement and authorize the Authority President to execute same.

- b. Short Term Parking Space Reservation Agreement
Universal City Nissan, Inc.

- Staff Report Attached

[See page 8]

Staff seeks a Committee recommendation to the Commission to approve a Short Term Parking Space Reservation Agreement with Sage Management Co., Inc., dba Universal City Nissan for 523 spaces in Parking Lot B located on Hollywood Way. Due to operational needs, Universal City Nissan has requested the utilization of available parking spaces in Lot B for the parking of motor vehicles on a daily basis. Payment for these parking spaces will be in arrears and is subject to the City of Burbank's transient parking tax.

5. Items for Discussion

- a. CMIA Quarterly Investment Portfolio Review

No staff report is attached. Columbia Management Investment Advisors will provide an update to the Committee on the status of the Authority's Operating and Passenger Facility Charge Investment Portfolios for the fourth quarter ended December 31, 2015. A copy of this quarterly investment review is included in the agenda packet.

- b. Pending Items

[See page 10]

Future

(1) Mid-year FY 2016 Budget Performance – Part 2

**(2) Replacement Passenger Terminal
Financial Alternatives Consultant**

(3) Revised Budget Development Calendar

(4) FY 2017 Budget Development

6. Other Contracts and Leases

7. Adjournment