



June 12, 2015

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, June 15, 2015 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, June 15, 2015
10:30 A.M. or Immediately Following the
Conclusion of the
Regular Airport Authority Meeting

NOTE TO THE PUBLIC: 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.

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. Treasurer's Reports
 - a. April 2015

[See page 1]

The Treasurer's Report for the month of April 2015 is included in the agenda packet for the Committee's review.

4. Contracts and Leases

a. Century West BMW Lease Extension

- Staff Report Attached

[See page 21]

Staff seeks a recommendation of the Committee to the Commission that it approve a Second Amendment to the Ground Lease with Century West, LLC, dba Century West BMW, LLC, for the purpose of extending by two additional months the Ground Lease of approximately 33,417 square feet of the southern portion of paved surface located on Kenwood Street, south of Cohasset, in the City of Burbank, located in the northeastern quadrant of the Airport. Century West BMW has been utilizing this area since October 1, 2014, for the purpose of storing vehicles to support its operation. The proposed Second Amendment to Ground Lease will generate \$10,693.44 for the two-month term.

5. Items for Discussion

a. Regional Intermodal Transportation Center (“RITC”) Project Closeout Cost

No staff report is attached. Staff will present to the Committee the RITC project closeout cost for the five components of the project: Consolidated Rental Car Facility; Customer Service Building; Transit Center; Replacement Parking Structure; and the Elevated Walkway.

b. Review of Multi-Year Facility Improvement (“Capital”) Program Forecast

No staff report is attached. Staff will continue review of the FY 2017 through FY 2020 (four-year) forecast of capital projects. Included in the agenda package is a summary of the projects for each fiscal year. Also included is a short narrative description for each project including potential funding sources.

6. Items for Information

a. Committee Pending Items

[See page 24]

Current

- (1) Regional Intermodal Transportation Center Project Closeout Cost**

Future

- (1) Internal Controls Review**

7. Other Contracts and Leases

8. Adjournment