



May 1, 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, May 4, 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, May 4, 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. Contracts and Leases
 - a. Amendment to Investment Management Services Agreement with Columbia Management Investment Advisors

[See page 1]

Columbia Management Investment Advisors, LLC, ("CMIA") provides investment management services to the Authority for its Operating and Passenger Facility Charge ("PFC") investment portfolios, in accordance with the Authority's annual investment policy. Based on discussions with Staff, CMIA is amending its investment management services agreement effective April 1, 2015, to reduce the fees from 10 basis points on outstanding balances to 9 basis points on outstanding balances (with a \$50,000 minimum annual fee). Staff estimates that this will result in an annual savings of approximately \$14,000 based on the current outstanding balances in the two investment portfolios.

Staff seeks a recommendation from the Finance and Administration Committee to the Authority that it amend the investment management services agreement with CMIA effective April 1, 2015 per the attached proposed amendment (Attachment 1) and authorize the Authority Treasurer to execute same.

4. Items for Discussion

- a. Proposed FY 2015/2016 ("FY 2016") Budget Development:
Preliminary Projected Revenues

No staff report is attached. Staff will continue discussions regarding the development of the FY 2016 Budget, focusing on preliminary revenue projections.

5. Items for Information

- a. 2015 Series Bonds Closing

No staff report is attached. Staff will advise the Committee of the closing of the Series 2015 bonds.

- b. Committee Pending Items

[See page 5]

Future

(1) FY 2016 Budget Development – Continued

(2) Internal Controls Review – Continued

(3) RITC Project Costs Closeout

(4) Alliance Airport Advertising Consent of Assignment

(5) Atlantic Aviation Space Lease

(6) HG Burbank JV Office Space Lease

6. Other Contracts and Leases

7. Closed Session

- a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(California Government Code Section 54957(b))

- 1) Title: Executive Director
2) Title: Senior Deputy Executive Director

8. Adjournment