



October 4, 2013

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, October 7, 2013 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, October 7, 2013  
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.***

▼ ▼ ▼

***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. Public Comment
2. Approval of Minutes
  - a. September 3, 2013 **[See page 1]**
3. Contracts and Leases
  - a. Aon Risk Services  
Insurance Brokerage Service Contract  
Addendum No. 6
    - Staff Report Attached **[See page 4]**

***Staff seeks a Committee recommendation to the Commission authorizing Staff to renew the annual insurance brokerage service contract with Aon, with no change in annual fees from the previous year's amount of \$90,000.***

- b. Non-Exclusive, On-Airport Rental Car Lease and Concession Agreement Amendments  
Budget Rent a Car and Fox Rent A Car

- Staff Report Attached

[See page 8]

**Staff seeks a Committee recommendation that the Commission authorize the Executive Director to execute Non-Exclusive, On-Airport Rental Car Lease and Concession Agreement amendments with Budget Rent a Car and Fox Rent A Car to implement a reallocation of garage space within the Regional Intermodal Transportation Center's Consolidated Rental Car Facility.**

4. Items for Information

- a. Receipt of AIP Grant

**No staff report is attached. Staff will advise the Committee regarding the receipt of Airport Improvement ("AIP") Grant Number 57 from the FAA for the acquisition of a replacement Aircraft Rescue and Firefighting vehicle and Phase 1 of Runways 8/26 and 15/33 shoulder rehabilitation.**

- b. Committee Pending Items

[See page 19]

**Current**

- 1) **First Amendment to Non-Exclusive Automobile Rental Lease & Concession Agreement, Budget Rent a Car**
- 2) **First Amendment to Non-Exclusive Automobile Rental Lease & Concession Agreement, Fox Rent a Car**

**Future**

- 1) **RITC Update**
- 2) **Other Transactions Agreement – TSA for Use of Space and Cost Reimbursement at Checkpoints and Baggage Screening**
- 3) **Year-End FY 2013 Budget Performance Review**
- 4) **Third Amendment to Concession Agreement for Advertising**

5. Closed Session

- a. Conference with Real Property Negotiators  
(California Government Code Section 54956.8)

Property:	B-6 Property Easements
Authority Negotiator:	Executive Director
Negotiating Party:	City of Burbank
Under Negotiation:	Price and Terms of Payment

Property: A-1 North Property Easements  
Authority Negotiator: Executive Director  
Negotiating Party: City of Burbank  
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leasehold  
Authority Negotiator: Executive Director  
Negotiating Party: Alaska Airlines; Delta Airlines; jetBlue Airways; SeaPort Airlines; Southwest Airlines; United Air Lines; US Airways  
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leasehold  
Authority Negotiator: Executive Director  
Negotiating Party: Enterprise Rent-a-Car Company of Los Angeles, LLC; The Hertz Corporation; Avis Budget Car Rental LLC; Budget Rent a Car of Southern California; DTG Operations, Inc.; Fox Rent A Car; Midway Car Rental  
Under Negotiation: Price and Terms of Payment

b. Conference with Legal Counsel – Existing Litigation  
(California Government Code Section 54956.9(d)(1))

Name of Case: In re Petition of Burbank-Glendale-Pasadena Airport Authority for Order Permitting Entry on Property (Union Pacific) (Case No. BS131944)

Name of Case: Fox Rent-A-Car, Inc. v. Burbank-Glendale-Pasadena Airport Authority (Case No. BC517650)

c. Conference with Legal Counsel – Anticipated Litigation

Significant Exposure to Litigation (California Government Code Section 54956.9(d)(2)):  
One potential case. Facts and Circumstances: McCarthy Building Companies Change Order Requests

6. Adjournment