



May 2, 2019

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 on Monday, May 6, 2019, at 9:30 a.m., or immediately following the Commission meeting, in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California 91505.

Terri Williams, Board Secretary
Burbank-Glendale-Pasadena Airport Authority

REGULAR MEETING
OF THE
FINANCE AND ADMINISTRATION COMMITTEE

Airport Skyroom
Monday, May 6, 2019
9:30 a.m., or Immediately Following
the Conclusion of the
Commission Meeting

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

The public comment period is the opportunity for members of the public to address the Committee on agenda items and on airport-related non-agenda matters that are within the Committee's subject matter jurisdiction. At the discretion of the presiding officer, public comment on an agenda item may be presented when that item is reached.

Members of the public are requested to observe the following decorum when attending or participating in meetings of the Committee:

- *Turn off cellular telephones and pagers.*
- *Refrain from disorderly or boisterous conduct, including loud, threatening, profane, or abusive language, clapping, whistling, stamping, or other acts that disrupt or otherwise render unfeasible the orderly conduct of the meeting.*
- *If you desire to address the Committee during the public comment period, fill out a speaker request card and present it to the Board Secretary.*
- *Confine remarks to agenda items or to airport-related non-agenda matters that are within the Committee's subject matter jurisdiction.*
- *Limit comments to five minutes or to such other period of time as may be specified by the presiding officer.*



The following activities are prohibited:

- *Allocation of speaker time to another person.*
- *Video presentations requiring use of Authority equipment.*



Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Authority to the Committee less than 72 hours prior to that meeting are available for public inspection at Hollywood Burbank Airport (2627 N. Hollywood Way, Burbank) in the administrative office during normal business hours.



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

Monday, May 6, 2019

1. Approval of Agenda
2. Public Comment
3. Approval of Minutes

- a. April 29, 2019

[See page 1]

4. Items for Discussion

- a. CMIA Quarterly Investment Portfolio – First Quarter

[No staff report]

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 quarter ended March 31, 2019. A copy of this quarterly investment review is included in the agenda packet.

- b. Fiscal Year 2019/2020 ("FY 2020") Budget Development:
Proposed Capital Projects: Financial Impacts

[No staff report]

No staff report is attached. Staff will review with the Committee, the proposed FY 2020 Budget capital projects and funding sources.

5. Item for Information

- a. Committee Pending Items

[See page 3]

6. Other Contracts and Leases

7. Adjournment

**MINUTES OF THE SPECIAL MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

MONDAY, APRIL 29, 2019

A special meeting of the Finance and Administration Committee was called to order this date in the Airport Skyroom, 2627 N. Hollywood Way, Burbank, California, at 9:06 a.m., by Chairman Gharpetian.

ROLL CALL

Present: Commissioners Gharpetian, Adams and Selvidge

Absent: None

Also Present: Staff: John Hatanaka, Senior Deputy Executive Director; Kathy David, Deputy Executive Director, Finance and Administration; David Kwon, Director, Financial Services

1. Approval of Agenda

Agenda was approved as presented.

2. Public Comment

There were no public comments.

3. Approval of Minutes

a. April 22, 2019

Draft minutes for the April 22, 2019, Finance and Administration Committee special meeting and draft minutes of the April 1, 2019, meeting were presented for approval.

b. April 1, 2019

Motion

Commissioner Adams moved approval of the minutes, seconded by Commissioner Selvidge.

Motion Approved

There being no objection, the minutes were unanimously approved (3–0).

4. Treasurer's Report

A copy of the February 2019 Treasurer's Report was included in the agenda packet for the Committee's review.

Motion

Commissioner Selvidge moved approval; seconded by Commissioner Adams.

Motion Approved

There being no objection, the Committee voted unanimously (3–0) to recommend that the

Treasurer's Report be forwarded to the Commission to note and file.

5. Contracts and Leases

a. Second Amendment to Airport and Facilities Use Agreement - Uber Technologies, Inc.

Staff presented to the Committee a recommendation to the Commission that it approve the proposed Amendment No. 2 to the Airport Access and Facilities Use Agreement, to recognize the change of name of the Transportation Network Company from Raiser-CA, LLC (formerly Raiser-CA, LLC, a Delaware limited liability company), to Uber Technologies, Inc. ("Uber"), a Delaware corporation, and authorize the President to execute same.

On September 6, 2016, and Airport Access and Facilities Use Agreement ("Agreement") for Airport Transportation Network Company ("TNC") Services was awarded to Raiser-CA, LLC.

Effective February 4, 2019, the California Public Utilities Commission granted to Uber a permit to operate as a TNC in the State of California. Uber then submitted a request to reflect the name change under the Agreement.

Motion

Commissioner Selvidge moved approval; seconded by Commissioner Adams.

Motion Approved

The motion was unanimously voted for approval (3-0).

6. Item for Discussion

a. Fiscal Year 2019/2020 ("FY 2020") – Presentation of FY 2020 Projected Revenues

Staff presented and discussed with the Committee the projected revenues for development of the FY 2020 budget.

7. Other Contracts and Leases

There were no other contracts and leases to be discussed.

8. Adjournment

There being no further business, the meeting was adjourned at 9:50 a.m.

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
FINANCE AND ADMINISTRATION COMMITTEE
MAY 6, 2019

COMMITTEE PENDING ITEMS

Future

1. FY 2020 Budget Development (Continuation)