



July 2, 2010

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

The Airport Authority administrative offices will be closed on Monday, July 5, 2010, in observation of the Independence Day holiday. Therefore, the regular meeting of the Finance and Administration Committee scheduled for Monday, July 5, 2010, at 10:30 a.m. (or immediately following the conclusion of the special Airport Authority meeting) at Bob Hope Airport has been cancelled.

NOTICE is hereby given that a special meeting of the Finance and Administration Committee will be held Tuesday, July 6, 2010, at 10:30 a.m. (or immediately following the conclusion of the special Airport Authority meeting) in the Burbank Room 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

SPECIAL MEETING
OF THE
FINANCE AND ADMINISTRATION COMMITTEE

Burbank Room
Tuesday, July 6, 2010
10:30 A.M. or Immediately Following
The Conclusion of the Special
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.

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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. Public Comment
2. Approval of Minutes
 - a. June 21, 2010 ***[See page 1]***
3. Items for Discussion
 - a. May 2010 Treasurer's Report ***[See page 3]***

The May 2010 Treasurer's Report is included in the agenda packet.
4. Contracts and Leases
 - a. Amendment to External Auditing Services Agreement with Macias Gini & O'Connell LLP to add Audit of Customer Facility Charge Program
 - Staff Report Attached ***[See page 22]***

Staff seeks a Finance and Administration Committee recommendation to the Authority that Staff be authorized to issue a change order/amendment to the purchase order and

Professional Services Agreement for External Auditing Services with Macias Gini & O'Connell LLP to add the annual audit of the Customer Facility Charge ("CFC") program at a not-to-exceed cost of \$4,948 for FY 2010 and \$4,948 plus an adjustment for Consumer Price Index ("CPI") changes for FY 2011. The addition of the CFC program audit will bring total not-to-exceed costs for FY 2010 audits to \$95,167.

5. Items for Information

a. Quarterly Minor Lease Agreement Presentation

No staff report is attached. In compliance with the Airport Authority's Resolution No. 431, Staff will present the second quarter 2010 Minor Lease Report.

6. Other Contracts and Leases and Capital Projects

7. Pending Items

[See page 24]

Staff will discuss the attached list of pending Committee items with the Committee.

8. Closed Session

a. Conference with Legal Counsel – Existing Litigation
(California Government Code Section 54956.9(a))

- 1) Name of Case: Orr v. Burbank-Glendale-Pasadena Airport Authority et al. (Case No. EC047664)
- 2) Name of Case: La Barre, Allstate Insurance Co. v. Burbank-Glendale-Pasadena Airport Authority et al. (Case No. EC052254)
- 3) Name of Case: Burbank-Glendale-Pasadena Airport Authority v. Lockheed Martin Corporation (Case No. CV012392)

b. Conference with Legal Counsel – Anticipated Litigation

- 1) Initiation of Litigation (California Government Code Section 54956.9(c)): five potential cases. One case: Keswick Street Vacation. One case: Delta Fire contract.
- 2) Significant Exposure to Litigation (California Government Code Section 54956.9(b)): two potential cases. Facts and Circumstances: Stephanian Claim; Environmental Protection Agency Second Interim Record of Decision for North Hollywood Operable Unit

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

- 1) Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Parties: Alamo Rent-A-Car; Avis Rent A Car; Budget Rent A Car;
Enterprise Rent-A-Car; Hertz Rent-A-Car; and National
Car Rental
Under Negotiation: Price and Terms of Payment
- 2) Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Parties: Federal Express
Under Negotiation: Price and Terms of Payment
- 3) Property: B-6 Property
Authority Negotiator: Executive Director
Negotiating Parties: City of Burbank; City of Glendale; State of California
Under Negotiation: Price and Terms of Payment
- 4) Property: APN Number 2466-016-801
Authority Negotiator: Executive Director
Negotiating Parties: Union Pacific
Under Negotiation: Price and Terms of Payment
- 5) Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Parties: Legacy Aviation, LLC
Under Negotiation: Price and Terms of Payment
- 6) Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Parties: Ameriflight LLC
Under Negotiation: Price and Terms of Payment
- 7) Property: Hollyona Property
Authority Negotiator: Executive Director
Negotiating Parties: City of Burbank
Under Negotiation: Price and Terms of Payment
- 8) Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Parties: U. S. Department of Justice, General Services
Administration
Under Negotiation: Price and Terms of Payment
- 9) Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Parties: Million Air Burbank LLC
Under Negotiation: Price and Terms of Payment

d. Threat to Public Services or Facilities
(California Government Code Section 54957(a))

1) Consultation with Director of Public Safety

e. Public Employee Performance Evaluation
(California Government Code Section 54957 (b))

1) Title: Executive Director

2) Title: Senior Deputy Executive Director

9. Adjournment