

**Burbank Hospitality Association, Inc.
Closed Session Meeting Agenda
Tuesday, January 31, 2017 - 2:30 P.M.**

**Coast Anabelle
2011 W Olive Ave., Studio B
Burbank, CA 91506**

A. ROLL CALL

**B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(1 CASE) (GOV. CODE, § 54956.9.)**

Conference with legal counsel pursuant to Government Code section 54956.9(e)(1) to discuss facts and circumstances that might result in litigation against the Association but which the Association believes are not yet known to potential plaintiffs and which do not need to be disclosed.

C. REPORT OUT OF CLOSED SESSION

Adjournment to

**Burbank Hospitality Association, Inc.
Special Meeting Agenda
Tuesday, January 31, 2017 – 3:30 P.M.**

**Coast Anabelle
2011 W Olive Ave., Studio B
Burbank, CA 91506**

D. ROLL CALL

E. PUBLIC COMMENT

At this time, any person may address the Board on any matter related to the T-BID. The public is only allowed to speak at this time for a maximum of five minutes.

F. RESPONSE TO PUBLIC COMMENT

At this time, any Board Member can respond to comments made by the public.

**G. Legal Services Agreement with Colantuono,
Highsmith & Whatley, PC.**

ACTION ITEM

The Board will consider entering into a legal services agreement with Colantuono, Highsmith & Whatley, PC.

H. Ongoing Operational Issues

There are no ongoing operational issues at this time.

ADJOURNMENT TO THE NEXT REGULARLY SCHEDULED MEETING TENTATIVELY ON THURSDAY, FEBRUARY 9, 2017 AT 3:00 PM, LOCATION TO BE DETERMINED.

<u>Burbank Hospitality Association, Inc. Board Members</u>	<u>Key Staff</u>
Lucy Burghdorf, Hollywood Burbank Airport James Fitzpatrick, Courtyard by Marriott, Secretary Tom Flavin, Burbank Chamber of Commerce Tony Garibian, Coast Anabelle and Safari Inn, Chair Danny Kahn, Warner Bros. Studio Tours Hollywood Patrick Prescott, Community Development Director (ex-officio) Alan Puana, Universal Studios Hollywood Richard Sandoval, Burbank Airport Marriott, Vice-Chair Bernadette Soriano, Springhill Suites (non-voting member) Michael Swaney, Residence Inn by Marriott, Treasurer Steve Tarn, Hilton Garden Inn Burbank Tom Whelan, Hotel Amaranco,	Simone McFarland, Asst. Community Development Director Mary Hamzoian, Economic Development Manager Susie Avetisyan, Economic Development Analyst Marissa Minor, Economic Development Analyst Robin Faulk, Marketing Consultant

The BHA Board is comprised of 11 voting members. Regular meetings are held monthly the second Thursday of the month unless that is a City holiday. In that case, the Board will meet the first or third Thursday. The BHA Board's primary function is to conduct business for marketing and advertising Burbank as a first rate tourist and convention destination.

The agenda packet consists of documentation relating to agenda items on file at Economic Development Division of the Community Development Department located at 150 N. Third Street during normal business hours and will be posted on the Visit Burbank website at www.visitburbank.com. The Burbank Hospitality Association, Inc. meeting is disabled accessible. Auxiliary aids and services are available for individuals with speech, vision or hearing impairments (48-hour notice is required). Please contact the ADA Coordinator at 818.238.5424 voice or 818.238.5035 TDD with questions or concerns.