

MUNICIPAL BOND PORTFOLIO ANALYSIS, LLC
Part 2A of Form ADV
The Brochure
(As updated on January 31, 2017)

1700 South MacDill Avenue, Suite 320
Tampa, FL 33629
(813) 258-2222
www.munibondpa.com

This brochure provides information about the qualifications and business practices of Municipal Bond Portfolio Analysis, LLC. If you have any questions about the contents of this brochure, please contact us at (813) 258-2222 or at MunibondPA.com. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Additional information about Municipal Bond Portfolio Analysis, LLC (“MBPA”) also is available on the SEC's website at www.advisorinfo.sec.gov.

Table of Contents

- I. Material Changes*
- II. Advisory Business*
- III. Fees and Compensation*
- IV. Performance Based Fees and Side-by-Side Management*
- V. Types of Clients*
- VI. Methods of Analysis, Investment Strategies and Risk of Loss*
- VII. Disciplinary Information*
- VIII. Other Financial Industry Activities and Affiliations*
- IX. Code of Ethics, Participation or Interest in Client Transactions and Personal Trading*
- X. Brokerage Practices*
- XI. Review of Accounts*
- XII. Client Referrals and Other compensation*
- XIII. Custody*

- XIV. *Investment Discretion*
- XV. *Voting Client Securities*
- XVI. *Financial Information*

Brochure Information

I. Material Changes

There are no material changes.

II. Advisory Business

Municipal Bond Portfolio Analysis, LLC is involved, primarily, with the analysis and management of municipal debt. It was formed in February of 2011 by H. Gilmer Nix, and Worth T. Blackwell, are two of the principal owners and are the sole managers.

MBPA assists its clients with recommendations pertaining to the selection and/or sale of investment grade municipal bonds and provides credit analysis with respect to those municipal bonds. In addition, on an annual basis, the firm reviews the financial status of each municipal bond issue that the client owns, and that the firm is engaged to review, and provides a report concerning the financial status of each respective municipal bond issue and an opinion as to whether said municipal bond issue is of an investment grade quality.

The firm focuses on municipal bond issues that have an initial credit rating from one of the nationally recognized statistical rating organizations (“NRSROs”), such as Moody’s Investor Services, Inc., Standard & Poor’s Financial Services LLC and Fitch Ratings, Inc., that is A or better. The municipal bond issues reviewed and recommended for acquisition by its clients are issues where the proceeds are expended upon governmental purposes, and where the security for such issue is a general obligation pledge, a governmental tax revenue pledge or a first lien essential service revenue pledge.

MBPA also offers compliance review services to broker/dealers and community banks in the municipal bond space.

III. Fees and Compensation

For its work in reviewing and managing the portfolios of municipal bonds, MBPA receives an annual management fee, depending on the size of the client’s portfolio, of between 30 and 50 basis points, based on the outstanding principal of the municipal bonds held by its clients and managed by the Firm. In certain cases the fee may be negotiated by the client and MBPA on the basis of the scope of work performed and may be based on hours expended or as a one-time project fee. The fee are paid on a monthly or quarterly basis, in arrears. The fees charged for compliance activities are negotiated on a case by case basis.

IV. Performance Based Fees and Side-by-Side Management

MBPA does not charge any performance based fees.

V. Types of Clients

The firm's clients will consist primarily of community banks, credit unions, registered investment advisers and high net worth individuals.

VI. Methods of Analysis, Investment Strategies and Risk of Loss

To determine the credit worthiness of the municipal bond issues MBPA will review the most current information available for the municipal issuer, including, but not limited to, the following: the most recent financial reports issued by the municipal issuer; a review of other outstanding debt of the municipal issuer (including pension and OPEB liabilities); current statistical information pertaining to the municipal issuer; demographics of the municipal issuer; the existing legal framework for the municipal bonds or municipal loans; and the commitment of the governing body of the municipal issuer.

For work involving compliance reviews for broker/dealers, a review of the broker/dealer's policies is reviewed and compared to the requisite regulations and laws of the applicable regulatory agency. Following this activity reviews are conducted with various personnel of the broker/dealer after which recommendations are prepared and reviewed with the client.

VII. Disciplinary Information

MBPA and its employees have never been involved in any legal or disciplinary events.

VIII. Other Financial Industry Activities and Affiliations

Mr. Nix is an investment adviser representative on behalf of MBPA. Mr. Blackwell is an investment adviser representative on behalf of MBPA. MBPA has no relationship or arrangement with any related party that is material to its advisory business or to its clients.

IX. Code of Ethics, Participation or Interest in Client Transactions and Personal Trading

MBPA's employees are not permitted to realize gain from the client's transactions but are permitted to purchase for their personal accounts the same municipal bonds that are acquired for the client's portfolio. Further, and to avoid any potential conflicts of interest, MBPA has adopted a Code of Ethics (the "Code") which includes personal securities and insider trading policies and procedures. MBPA's Code requires, among other things, that owners and employees: act with integrity, competence, diligence, respect, and in an ethical manner with the public, clients, prospective clients, employers, employees, colleagues in the investment profession, and other participants in the global capital markets; place the integrity of the investment profession, the interests of clients, and the interests of MBPA above one's own personal interests; adhere to the

fundamental standard that you should not take inappropriate advantage of your position; mitigate any actual or potential conflict of interest; conduct all personal securities transactions in a manner

consistent with this policy; use reasonable care and exercise independent professional judgment when conducting investment analysis, making investment recommendations, taking investment actions, and engaging in other professional activities; practice and encourage others to practice in a professional and ethical manner that will reflect credit on yourself and the profession; promote the integrity of, and uphold the rules governing capital markets; maintain and improve your professional competence and strive to maintain and improve the competence of other investment professionals; comply with applicable provisions of the state and federal securities laws.

X. Brokerage Practices

MBPA is not a broker/dealer nor does it have a financial relationship with any broker/dealer. It will necessarily deal with various broker/dealers with respect to its activities but such broker/dealers in most instances will be selected by the client and MBPA will not derive any income from transactions involving broker/dealers other than its above described fee for services rendered.

XI. Review of Accounts

In order to determine the investment grade status of its clients' municipal bond portfolios, MBPA will review all municipal bond issues that are owned by its clients and for which it has been engaged on an as needed basis, but in no event less than annually. MBPA will submit a written report to its clients containing its findings and opinions concerning the investment grade status of its clients' municipal bond portfolios, as well as other pertinent information.

XII. Client Referrals and Other Compensation

MBPA does not have any arrangements, either oral or written, that provide compensation for the referral of clients to MBPA. As required, MBPA intends to comply with Rule 206(4)-3 under the Advisers Act.

XIII. Custody

All client accounts are held in custody by unaffiliated broker-dealers, banks or trust companies. Account custodians send statements directly to the account owners on at least a quarterly basis.

XIV. Investment Discretion

MBPA has no discretionary powers.

XV. Voting Client Securities

MBPA does not exercise voting authority with respect to its clients' securities.

XVI. Financial Information

MBPA is unaware of any financial condition that is reasonably likely to impair its ability to meet its contractual commitments to its clients.