

Agenda
Monroe County Airport Authority
Annual Meeting
March 23, 2016
12:00 Noon

- | | | |
|----|--|---------|
| 1. | Roll Call | Vazzana |
| 2. | Approval of Minutes from March 25, 2015 Annual Meeting | Vazzana |
| 3. | Appointment of Officers
Proposed Slate: | Vazzana |
| | Vice Chairperson: R. Thomas Flynn | |
| | Assistant Secretary: Donald L. Crumb, Jr., Esq. | |
| | Assistant Treasurer: Maryanne Fedison | |
| 4. | Board Communications Update | Crumb |
| 5. | Other Business | Vazzana |
| 6. | Adjournment | Vazzana |

**Agenda
Monroe County Airport Authority
Regular Meeting
March 23, 2016
12:05 p.m.**

- | | |
|---|----------|
| 1. Pledge of Allegiance | Vazzana |
| 2. Roll Call | Vazzana |
| 3. Approval of Minutes from January 20, 2016 | Vazzana |
| 4. Treasurers Report | Franklin |
| 5. Governance Committee Report | Flynn |
| 6. Audit Committee Report | Perrone |
| 7. Audit Committee Member Nomination | Perrone |
| 8. Approve Submission of Annual Report and Acceptance of
2015 Audit Report by Bonadio & Co., LLP | Perrone |
| 9. Authorize a Contract with Patrick Giuliano d/b/a Gusto for a
Food and Beverage Concession for the Monroe County Airport
Authority at the Greater Rochester International Airport | Giardino |
| 10. Litigation Report | Crumb |
| 11. Traffic Report | Haas |
| 12. Director's Report | Giardino |
| 13. Other Business | Vazzana |

Next meeting is May 18, 2016

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. ___ of 2016

**APPROVE SUBMISSION OF ANNUAL REPORT AND ACCEPTANCE OF 2015 AUDIT
REPORT BY BONADIO & COMPANY, LLP**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT AUTHORITY, as follows:

Section 1. The Annual Report for the Monroe County Airport Authority as presented at this meeting (Exhibit 1), is hereby accepted and it is authorized and directed that said report be filed with NYS Authority Budget Office, the County Executive, Chief Financial Officer, and President of the County Legislature for the County of Monroe in compliance with Section 2800 of the Public Authorities Law. The financial reports included as part of the Annual report are hereby approved. Maryanne Fedison, Assistant Treasurer, is designated to certify the Annual Report, and any portions thereof, requiring certification by the Public Authorities Law.

Section 2. Public Authorities Law Section 2824 requires the establishment of policies regarding payment of salary, compensation and reimbursement and rules for time and attendance of the chief executive and senior management. The Authority hereby determines that said policies and rules are not required since all services to the Authority are rendered by the County of Monroe pursuant to a Lease and Operating Agreement dated September 15, 1989 and the Authority has no employees and has not created any employee positions.

Section 3. Based upon the review and recommendation of the Audit Committee the Monroe County Airport Authority hereby readopts the policies, as revised and updated, as follows: Business and Travel Expense Policy; Code of Ethics Policy; Credit Card Policy; Disbursement Policy; Extension of Credit to Board Members and Executive Officers Policy; Fixed Asset Policy; Internal Controls and Financial Accountability Policy; Investment and Deposit Policy; Procurement Disclosure Policy, Procurement Policy; Tracking, Inventory, and Disposal of Assets and Acquisition of Real Property; Travel Policy; and Whistleblower Policy. (<http://www2.monroecounty.gov/airport-MCAA.php>)

MONROE COUNTY AIRPORT AUTHORITY
RESOLUTION NO. ____ of 2016
Page 2 of 2

**APPROVE SUBMISSION OF ANNUAL REPORT AND ACCEPTANCE OF 2015 AUDIT
REPORT BY BONADIO & COMPANY, LLP**

Section 4. The Authority having reviewed the 2015 Financial Statements and Independent Auditors' Report prepared by Bonadio & Company, LLP hereby accepts said Report and authorizes its filing as required by the Public Authorities Law. (Exhibit 2)

ADOPTION: Dated: March 23, 2016

Vote: X - X

I, Michael E. Davis, Esq., Secretary,
Monroe County Airport Authority, do hereby
certify that the within Resolution was duly
adopted by the Monroe County Airport
Authority at a General Meeting held March 23, 2016.

Dated:

Michael E. Davis, Esq., Secretary

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. ___ of 2016

AUTHORIZE A CONTRACT WITH PATRICK GIULIANO d/b/a GUSTO FOR A FOOD & BEVERAGE CONCESSION FOR THE MONROE COUNTY AIRPORT AUTHORITY AT THE GREATER ROCHESTER INTERNATIONAL AIRPORT

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT AUTHORITY, as follows:

Section 1. The Monroe County Airport Authority hereby authorizes the Administrative Director to execute a Food and Beverage Concession Agreement with Patrick Giuliano d/b/a GUSTO, 5475 North Old Bald Hill Road, Hemlock, New York 14466 for the Monroe County Airport Authority at the Greater Rochester International Airport.

Section 2. Patrick Giuliano d/b/a GUSTO was determined by a Selection Committee to be a qualified proposer in response to a Request for Proposal (RFP) issued by the Monroe County Airport Authority. The contract will be for a period of three (3) years with the option to extend for one (1) consecutive term of up to three years, at the sole discretion of the Authority.

Section 3. The Monroe County Airport Authority will receive the greater of a minimum annual guarantee of \$11,364.00 or 5% of gross sales. The Administrative Director will finalize the terms of this agreement with the concessionaire prior to the execution of the concession agreement.

Section 4. This resolution shall take effect immediately.

ADOPTION: Date: March 23, 2016

Vote: X-X

I, Michael E. Davis, Esq., Secretary,
Monroe County Airport Authority, do hereby
certify that the within Resolution was duly
adopted by the Monroe County Airport
Authority at a General Meeting held March 23, 2016.

Dated:

Michael E. Davis, Esq., Secretary