

Agenda
Monroe County Airport Authority
Regular Meeting
July 16, 2014
12:00 pm

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| 1. | Pledge of Allegiance | Vazzana |
| 2. | Roll Call | Vazzana |
| 3. | Approval of Minutes from June 4, 2014 | Vazzana |
| 4. | Treasurers Report | Franklin |
| 5. | Appointment of Donald Crumb, Esq. as Assistant Secretary | Vazzana |
| 6. | Authorize expenditure in an amount not to exceed \$1,500 for Hospitality at the 2014 Kwik Fill Rochester International Airshow | Giardino |
| 7. | Authorize a contract with Leibowitz & Horton Airport Management Consultants Inc. and LeighFisher Inc. to provide airport management consulting services for the Monroe County Airport Authority at the Greater Rochester International Airport | Giardino |
| 8. | Authorize a contract with Sirness Vending Services for a Vending Concession for the Monroe County Airport Authority at the Greater Rochester International Airport | Giardino |
| 9. | Authorize an amendment to Resolution #3 of 2014 with Ailevon Air Service Consulting to provide consultant services relating to Air Service Development for the Monroe County Airport Authority at the Greater Rochester International Airport | Giardino |
| 10. | Audit Committee Report | Perrone |
| 11. | Traffic Report | Haas |
| 12. | Directors Report | Giardino |
| 13. | Other Business | Vazzana |

The next meeting is September 17, 2014

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. ____ OF 2014

APPOINTMENT OF DONALD CRUMB, ESQ. AS ASSISTANT SECRETARY

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

Section 1. That Donald Crumb, Esq. shall act as Assistant Secretary effective July 16, 2014 pursuant to the Bylaws of the Monroe County Airport Authority adopted August 23, 1989 and as amended January 22, 2004, October 19, 2005, May 17, 2006, and March 24, 2010.

Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: July 16, 2014

Vote: X-X

I, Merideth Smith, 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 July 16, 2014.

Dated:

Merideth Smith, Esq., Secretary

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. ____ of 2014

**AUTHORIZE EXPENDITURE IN AN AMOUNT NOT TO EXCEED \$1,500 FOR
HOSPITALITY AT THE 2014 KWIK FILL ROCHESTER INTERNATIONAL AIRSHOW**

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

Section 1. The Administrative Director of the Monroe County Airport Authority is hereby authorized to expend an amount not to exceed \$1,500 on behalf of the Monroe County Airport Authority for hospitality at the 2014 Kwik Fill Rochester International Airshow.

Section 2. The resolution does not require a budget amendment; funding will come from unexpensed contractual services.

Section 3. This resolution shall take effect immediately.

ADOPTION: Date: July 16, 2014

Vote: X-X

I, Merideth Smith, 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 July 16, 2014.

Dated:

Merideth Smith, Esq., Secretary

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. ____ of 2014

**AUTHORIZE A CONTRACT WITH LEIBOWITZ & HORTON AIRPORT
MANGEMENT CONSULTANTS INC. AND LEIGHFISHER INC. TO PROVIDE
AIRPORT CONSULTING SERVICES 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 contract, and any amendments thereto, with Leibowitz & Horton Airport Management Consultants Inc. and LeighFisher Inc. to provide airport consulting services for the Monroe County Airport Authority.

Section 2. Leibowitz & Horton Airport Management Consultants Incorporated and LeighFisher Inc. were determined by a Selection Committee to be the most qualified of the four respondents to a Request for Qualifications (RFQ) issued by the Monroe County Airport Authority. This contract will be for a period of one (1) year, with options exercisable by the Authority to renew for up to two (2) consecutive one (1) year terms.

Section 3. Funding for airport consulting services is included in the Monroe County Airport Authority Annual Budget, established and approved by the Monroe County Airport Authority.

Section 4. The records in the Office of the Monroe County Treasury have indicated that the principle officers of Leibowitz & Horton and LeighFisher do not owe any delinquent Monroe County property taxes.

Section 5. This resolution shall take effect immediately.

ADOPTION: Date: July 16, 2014

Vote: X-X

I, Merideth Smith, 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 July 16, 2014.

Dated:

Merideth Smith, Esq., Secretary

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. ___ of 2014

AUTHORIZE A CONTRACT WITH SIRNESS VENDING SERVICES FOR A VENDING 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 contract with Sirness Vending Services, 3595 Buffalo Road, Rochester, New York, 14624 for the Monroe County Airport Authority at the Greater Rochester International Airport.

Section 2. Sirness Vending Services was determined by a Selection Committee to be the most 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, commencing on September 1, 2014, with the option to extend for up to three (3) consecutive one (1) year terms, at the sole discretion of the Authority.

Section 3. The Monroe County Airport Authority will receive as revenue, 30.5% of Annual Gross Sales.

Section 4. The records in the Office of the Monroe County Treasury have indicated that neither Sirness Vending Services nor any of their principal officers, owe any delinquent Monroe County property taxes.

Section 5. This resolution shall take effect immediately.

ADOPTION: Date: July 16, 2014

Vote: X-X

I, Merideth Smith, 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 July 16, 2014.

Dated:

Merideth Smith, Esq., Secretary

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. ___ of 2014

AUTHORIZE AN AMENDMENT TO RESOLUTION NO. 3 of 2014 WITH AILEVON AIR SERVICE CONSULTING TO PROVIDE CONSULTANT SERVICES RELATING TO AIR SERVICE DEVELOPMENT 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:

WHEREAS, Monroe County Airport Authority authorized the execution of a contract with Ailevon Air Service Consulting to provide consultant services relating to Air Service Development on January 15, 2014; and

Section 1. The Monroe County Airport Authority hereby amends Resolution No. 3 of 2014 authorizing the Administrative Director to increase the annual cost not to exceed \$50,000.

Section 2. The increase in the annual cost does not require a budget amendment; funding will come from unexpensed professional services line items in the 2014 budget.

Section 3. This resolution shall take effect immediately.

ADOPTION: Dated: July 16, 2014

Vote: X-X

I, Merideth Smith, 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 July 16, 2014.

Dated:

Merideth Smith, Esq., Secretary