

Minutes

**MONROE COUNTY AIRPORT AUTHORITY
REGULAR MEETING
May 20, 2015**

Present:

James G. Vazzana, Esq., Chairman
R. Thomas Flynn, Vice - Chairman
Hon. Cynthia Kaleh
Susan Keith
Hank Stuart

Excused Absence:

John Perrone, Jr.
Hon. Anthony Daniele

Others Present:

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|---------------------------|----------------------|
| Michael Giardino | Director of Aviation |
| Donald L. Crumb, Jr. Esq. | Assistant Secretary |
| Robert Franklin | Treasurer |
| Maryanne Fedison | Assistant Treasurer |

Meeting was called to order by the Chairman @ 12:04 p.m.

Public Hearing on Proposed Resolution Authorizing the Director of Aviation to Enter into a License Agreement

Chairman Vazzana reported that the public hearing was properly advertised on Friday, May 8, 2015 in the Rochester Business Journal. No comments from the public were brought forth. Public Hearing ended at 12:05 PM.

Approval of the Minutes from March 25, 2015

The minutes were approved without changes. A motion to accept the minutes was moved by Member Flynn and seconded by Member Keith. The motion passed unanimously 4-0.

ROC Employee Recognition

Administrative Director Giardino recognized five ROC employees from Envoy, JetStream and Airport Operations for recently meeting and exceeding expectations for employee awareness and customer excellence. Director Giardino presented each employee with a commemorative challenge coin on behalf of the Airport Authority.

Treasurer's Report

Treasurer Franklin reported that there are two (2) reports today to go before the Board. The statement for travel and business had expenses for the reporting period totaling \$1,730. The business/travel expenses were submitted within the required 10 days and with appropriate supporting documentation and no expenses submitted were rejected. A motion to accept the travel and business expenses was moved by Member Keith and seconded by Member Kaleh. The motion passed unanimously 4-0.

The statement for March & April 2015 credit card usage by the Director was presented for the reporting period. It was noted that expected credits were refunded on the account. The credit card expenses were submitted within the required 10 days and with appropriate supporting documentation. A motion to accept the credit card usage and report on travel and business expenses was moved by Member Keith and seconded by Member Kaleh. The motions passed unanimously 4-0.

Authorize Purchase of 672 Beahan Rd. and Inclusion of 672 Beahan Rd. in the Property Covered by the Lease & Operating Agreement for the Monroe County Airport Authority at the Greater Rochester International Airport

Assistant Secretary Crumb presented to the board to authorize the purchase of 672 Beahan Road in the property covered by the Lease & Operating Agreement for the Airport Authority. A motion to authorize purchase was moved by Member Keith and seconded by Member Kaleh. The motion passed unanimously 4-0.

Authorize Inclusion of 1110 Brooks Avenue and Removal of 175 Buell Rd. in the Property Covered by the Lease & Operating Agreement for the Monroe County Airport Authority at the Greater Rochester International Airport

Assistant Secretary Crumb presented to the board that the 1110 Brooks Avenue property previously brought to the board for purchase and the sale 175 Buell Rd. need to be reflected by the Lease & Operating Agreement for the Monroe County Airport Authority. A motion to authorize was moved by Member Flynn and seconded by Member Keith. The motion passed unanimously 4-0.

Authorize a License Agreement with Crane-Hogan Structural Systems Inc. for Approximately 1.3 Acres Located at 1185 Scottsville Road at the Greater Rochester International Airport

Administrative Director Giardino recommended to the board to authorizing a license agreement with Crane-Hogan Structural Systems Inc. for use of approximately 1.3 acres of land located at 1185 Scottsville Road for staging equipment associated with an upcoming road project. A motion to authorize a license agreement was moved by Member Stuart and seconded by Member Keith. The motion passed unanimously 4-0.

Governance Committee Report

Governance Committee Chairman Flynn stated that there were no matters of substance to come before the board and that the Authority is in compliance already with the updated guideline issued recently by the Authorities Budget Office. Member Kaleh apologized for her absence at Governance Committee. A motion to accept the report was moved by Member Keith and seconded by Member Kaleh. The motion passed unanimously 4-0.

Governance Consultant Report

Consultant Stephen Baldwin, President and CEO of Stephen Baldwin & Associates presented a comprehensive Governance review report to the Board. A copy of the presentation is on file and each board member requested an electronic copy be sent to them. At the conclusion of Mr. Baldwin's report, Vice-Chairman Flynn suggested to Chairman Vazzana that the Governance Committee commence by meeting with Administrative Director Giardino and Assistant Secretary Crumb to develop a Transition Committee for moving forward. Conversation ensued amongst board members relative to this topic.

Director's Report

Director Giardino referenced the top 100 Airports mention that Mr. Baldwin touched upon during his presentation. Director Giardino reported that the 2015 Rochester International Airshow is this coming Memorial Day Weekend and shared a tentative flying schedule with members. Director Giardino also reported that the 1st Community Air Service Development Summit is being hosted this week at the JetSmart Aviation Hangar by County Executive Maggie Brooks and guest host David Flaum along with presentations from two industry experts on how corporations and communities can rally together to influence commercial air service growth.

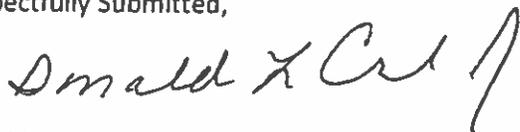
Other Business

No other business was presented.

Meeting was adjourned @ 12:40 p.m.

The next Board Meeting is July 15, 2015.

Respectfully Submitted,



Donald L. Crumb, Jr., Esq.

Assistant Secretary

Dated: 5 - 20 - 15

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 14 OF 2015

AUTHORIZE PURCHASE OF 672 BEAHAN ROAD, TOWN OF CHILI, COUNTY OF MONROE, STATE OF NEW YORK BY MONROE COUNTY AND INCLUSION OF 672 BEAHAN ROAD IN THE PROPERTY COVERED BY THE LEASE AND OPERATING AGREEMENT BETWEEN MONROE COUNTY AND THE MONROE COUNTY AIRPORT AUTHORITY

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 approve the acquisition by Monroe County, through purchase, property at 672 Beahan Road, Rochester, New York in an amount Sixty Thousand and 00/100 Dollars (\$60,000).

Section 2. The Monroe County Airport Authority hereby further authorizes the Administrative Director and the County Executive to amend the Lease and Operating Agreement between Monroe County and the Monroe County Airport Authority to add the parcel located at 672 Beahan Road.

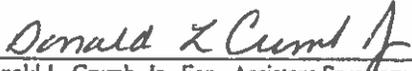
Section 3. This resolution shall take effect immediately.

ADOPTION: Dated: May 20, 2015

Vote: 4-0

I, Donald L. Crumb, Jr., Esq., Assistant 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 May 20, 2015.

Dated:


Donald L. Crumb, Jr., Esq., Assistant Secretary

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 15 OF 2015

AUTHORIZE THE INCLUSION OF 1110 BROOKS AVENUE IN AND THE REMOVAL OF 175 BUELL ROAD FROM THE PROPERTY COVERED BY THE LEASE AND OPERATING AGREEMENT BETWEEN MONROE COUNTY AND THE MONROE COUNTY AIRPORT AUTHORITY

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 and the County Executive to amend the Lease and Operating Agreement between Monroe County and the Monroe County Airport Authority to add the parcel located at 1110 Brooks Avenue, Rochester, New York to the property covered.

Section 2. The Monroe County Airport Authority hereby further authorizes the Administrative Director and the County Executive to amend the Lease and Operating Agreement between Monroe County and the Monroe County Airport Authority to remove the parcel located at 175 Buell, Rochester, New York from the property covered.

Section 3. This resolution shall take effect immediately.

ADOPTION: Dated: May 20, 2015

Vote: 4-0

I, Donald L. Crumb, Jr., Esq., Assistant 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 May 20, 2015.

Dated:


Donald L. Crumb, Jr., Esq., Assistant Secretary

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 16 OF 2015

AUTHORIZE A LICENSE AGREEMENT WITH CRANE-HOGAN STRUCTURAL SYSTEMS, INC., FOR APPROXIMATELY 1.3 ACRES LOCATED AT 1185 SCOTTSVILLE ROAD AT THE GREATER ROCHESTER INTERNATIONAL AIRPORT

WHEREAS, the Greater Rochester International Airport has a premises at 1185 Scottsville Road available for sublease; and

WHEREAS, Crane-Hogan Structural Systems, Inc. has approached the Airport regarding utilizing this premises in conjunction with work being performed for the State of New York Route I-390 Interchange Improvements project.

THEREFORE, 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 license agreement and any amendments thereto, with Crane-Hogan Structural Systems, Inc. at the Greater Rochester International Airport, for use solely by Crane-Hogan Structural Systems, Inc., for construction site trailers, storage of construction equipment and vehicles only in conjunction with work being performed for the State of New York I-390 Interchange Improvements project and no other purpose.

Section 2. Crane-Hogan Structural Systems, Inc. will utilize approximately 1.3 acres in an 'as is' condition and agrees to pay an annual sum of \$13,024.44 , in twelve equal installments, and also agrees to pay all utilities, taxes, assessments or special charges levied on the premises. The initial term will be for one year commencing June 1, 2015 through May 31, 2016 with an option to extend on a month to month basis at a cost of \$1,085.37 per month through October 31, 2017.

Section 3. The records in the Office of the Monroe County Treasury have indicated that neither Crane-Hogan Structural Systems, Inc. nor any of their principal officers owe any delinquent Monroe County property taxes.

Section 4. This resolution shall take effect immediately.

ADOPTION: Dated: May 20, 2015

Vote: 4-0

I, Donald L. Crumb, Jr., Esq., Assistant 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 May 20, 2015.

Dated:


Donald L. Crumb, Jr., Esq., Assistant Secretary